

July 14, 2017  
Sacramento, California

The Board of Trustees of the American River Flood Control District met in regular session in its office at 185 Commerce Circle, Sacramento, CA at 11:00 a.m. on Friday, July 14, 2017. In attendance were Trustee Holloway, Trustee Redway and Trustee Johns. Trustee Pavão and Trustee Shah were absent. Trustee Holloway presided. Also present from the District were General Manager (GM) Tim Kerr, Superintendent Ross Kawamura, Legal Counsel David Aladjem and Office Manager Malane Chapman. No members of the public were present.

*Item No. 1 Public Comments on Non-Agenda Items:* There were no comments on non-agenda items from members of the public.

*Item No. 2 Approval of Consent Agenda Items:* On a motion by Trustee Redway seconded by Trustee Johns, the Board unanimously approved Items 2a) Minutes of Regular Meeting on June 9, 2017, 2b) Approval of Report of Investment Transactions May 2017 (City Pool, LAIF, River City) and Treasurer's Certification 2c) District Financial Reports: Statement of Operations (June 2017) and Cash Flow Report, 2d) Accounting Services for FY 2016-2017 Audit and 2e) LAFCo Nomination: Commissioner Office No. 7, 2f) Correspondence: None.

*Item No. 3 Accounts Payable and General Fund Expenses (June 2017):* Trustee Redway requested clarification regarding credit balance from AT&T Analog. On a motion by Trustee Johns seconded by Trustee Redway, the Board unanimously approved payments on the Schedule of Accounts Payable (June 2017) of \$64,411.16 and General Fund Expenses of \$65,805.87 (total aggregate sum \$130,217.03).

*Item No. 4 State of California Deferred Maintenance Project: Pipe Inspections:* GM Kerr provided a review of the state funded program to inspect and repair gravity flow pipes. The report was received and filed by the Board. No action was taken on this item.

*Item No. 5 Alamo Mower Purchase:* GM Kerr explained that the Alamo Mower will allow the district to mow areas of the District that previously could only control vegetation with line trimmers or herbicides. Trustee Redway noted that the Alamo Mower is a unique piece of equipment. On a motion by Trustee Redway seconded by Trustee Johns, the Board unanimously approved staff's recommendation to purchase the mower.

*Item No. 6 Designation of Surplus Equipment:* Following explanations by the staff and on a motion by Trustee Johns seconded by Trustee Redway, the Board unanimously approved staff's recommendation to dispose of the listed surplus property.

*Item No. 7 Administrative Staff Reports:*

a) *General Manager Tim Kerr reported on the following:*

- General Manager's June Meeting Summary;
- District Staffing – Kawamura Promotion: Ross Kawamura was promoted to Superintendent June 16, 2017;
- Mowing Request Cordova Creek;
- County Pump Station D-10 Repair Update: Central Valley Flood Protection Board (CVFPB) approved schedule for exploratory digging and emergency repair;
- Sutter's Landing Trail Update: City has approval to award contract on the July 18 council agenda;
- Hydrologic Conditions: Folsom Lake is 96% full. The gauge at the I Street Bridge shows a water surface elevation of 7 feet above sea level;
- Next Board Meeting is scheduled for August 11, 2017.

b) *Legal Counsel David Aladjem had nothing further to report.*

c) *Office Manager Malane Chapman reported on the following:*

- Summer Gathering: The event is scheduled to take place on Saturday, July 22 with a cost share between the Board and the Employee Morale expense category.

*Item No. 8 Operations and Maintenance Staff Reports:*

a) *Field Supervisor Ross Kawamura reported on:*

- Crew activities including tree removal, mowing and laying ag base.

*Item No. 9 Questions and Comments by Trustees:*

*Item No 10 Adjourn:* There being no further business requiring action by the Board, the meeting was adjourned by Trustee Holloway at 11:51 a.m.

Attest:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President

**American River Flood Control District  
Staff Report**

**Investment Transactions Summary; June 2017**

**LAIF:**

- There were no transactions in this account during the month of June.

**City Pool A**

- On June 1, 2017 a total of \$72,662.29 was transferred from Interest Receivable to the Cash Balance.
- Accrued Interest Receivable for the month of June was \$10,155.93.
- As of June 30, 2017, the balance of Interest Receivable in this account was \$27,255.56.

Interest Receivable is accrued and transferred to the Cash Balance at the discretion of the City.

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**River City Bank:**

- On June 13, 2017 a miscellaneous deposit was made in the amount of \$86.36.
- June 27, 2017 a Deposit was received from Ritchie Bros Auctioneers for the sale of the Sierra Extended cab 4x4 in the amount of \$1060.00.
- Total amount of Accounts Payable cleared during the month of June was \$120,263.97.
- On June 30, 2017 a monthly interest payment was deposited in the amount of \$151.58.

**American River Flood Control District  
Investment Transaction Report  
June 2017**

Item 2b

**Balance and Transactions**

Account		LAIF	City Pool A	River City Bank
Beginning Balance	6/1/17	\$760,409.18	\$7,167,066.57	\$992,562.72
<b>Transactions</b>				
City Pool A Jul to Dec 2016	6/1/17		45,957.12	
City Pool A Jan to Mar 2017	6/1/17		26,705.17	
Deposits	6/13/17			86.36
Deposits	6/27/17			1,060.00
City Pool A Interest **	6/30/17		10,155.93	
River City Bank Interest	6/30/17			151.58
Accounts Payable (cleared)				(120,263.97)
<b>Ending Balance:</b>	<b>6/30/17</b>	<b>\$760,409.18</b>	<b>\$7,239,728.86</b>	<b>\$873,596.69</b>

\*\*City Pool A Interest is accrued and deposited in the account at the discretion of the City.

**Interest**

Date:	July 2016	Aug 2016	Sept 2016	Oct 2016
LAIF	0.59	0.62	0.63	0.65
City Pool A	1.25	1.24	1.34	1.22
River City Bank	0.20	0.20	0.17	0.25
Date:	Nov 2016	Dec 2016	Jan 2017	Feb 2017
LAIF	0.65	0.65	0.75	0.75
City Pool A	1.32	1.17	1.39	1.58
River City Bank	0.25	0.16	0.19	0.25
Date:	Mar 2017	Apr 2017	May 2017	<b>June 2017</b>
LAIF	0.82	0.88	0.88	<b>0.98</b>
City Pool A	1.47	1.56	1.42	<b>1.55</b>
River City Bank	0.25	0.25	0.25	<b>0.20</b>

# AMERICAN RIVER FLOOD CONTROL DISTRICT

## MONTHLY REVIEW – JUNE 2017

### STRATEGY

The ARFCD funds are invested in the City of Sacramento’s Pool A investment fund. The Fund is invested pursuant to the objectives and requirements set forth in the City’s investment policy. The three objectives of the investment policy, in order of priority, are (1) the preservation of capital by the investment in safe instruments, (2) the liquidity needs of the City and pool participants so such parties will have access to cash when they need it, and (3) the maximizing of current income while remaining consistent with the other more important objectives. The City’s investment policy incorporates applicable provisions of state law including, among other things, the prudent person standard and California Code Section 53601 pertaining to eligible investments.

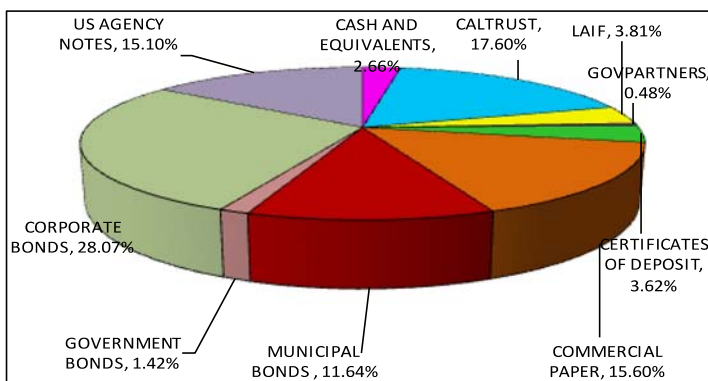
### PORTFOLIO STATISTICS

Portfolio’s Beginning Balance	7,256,828
Contributions	0
Withdrawals	0
Interest Earned	10,156
Month-End Market Value	7,266,984

### PERFORMANCE

Earned Interest Yield for the Month	1.55%
Laif Rate of Return (book value)	0.98%
90 Day T-Bill	0.96%
Federal Funds	1.03%

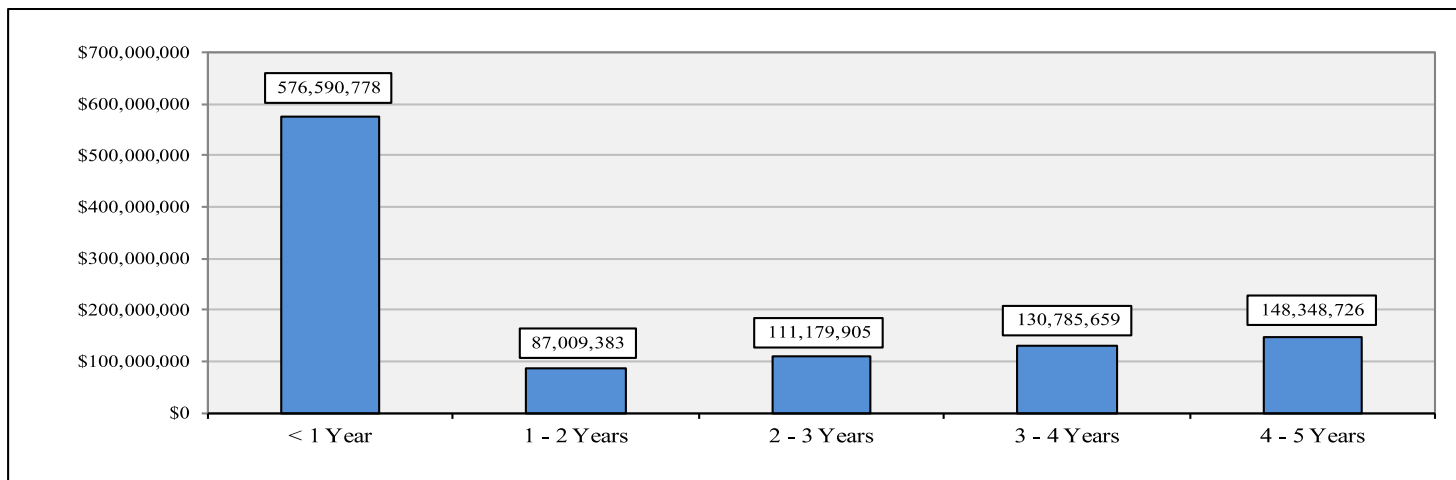
### POOL A BY ASSET CLASS



Investment Description	Portfolio at Cost	Yield at Month End
CASH AND EQUIVALENTS	2.66%	1.29%
CALTRUST	17.60%	1.19%
LAIF	3.81%	0.98%
GOVPARTNERS	0.48%	0.95%
CERTIFICATES OF DEPOSIT	3.62%	1.82%
COMMERCIAL PAPER	15.60%	1.27%
MUNICIPAL BONDS	11.64%	1.82%
GOVERNMENT BONDS	1.42%	1.90%
CORPORATE BONDS	28.07%	1.90%
US AGENCY NOTES	15.10%	1.61%

### POOL A MATURITY SCHEDULE

Maturity	Market Value	%
< 1 Year	576,590,778	54.70%
1 - 2 Years	87,009,383	8.26%
2 - 3 Years	111,179,905	10.55%
3 - 4 Years	130,785,659	12.41%
4 - 5 Years	148,348,726	14.08%
Total	1,053,914,451	100.00%



City of Sacramento  
 CASH LEDGER  
**American River Flood Control District**  
 From 06-01-17 To 06-30-17

Item 2b

**All Cash Accounts**

Trade Date	Settle Date	Tran Code	Quantity	Security	Amount	Cash Balance
<b>Pool A Cash</b>						
06-01-17				Beginning Balance		7,167,066.57
06-01-17	06-01-17	dp		Pool A Cash	45,463.17	7,212,529.74
06-01-17	06-01-17	in		Pool A Cash	493.95	7,213,023.69
				Jul to Dec 2016 Pool A interest adjustment		
06-01-17	06-01-17	dp		Pool A Cash	26,287.54	7,239,311.23
06-01-17	06-01-17	in		Pool A Cash	417.63	7,239,728.86
				Jan to Mar 2017 Pool A interest adjustment		
					72,662.29	
06-30-17				Ending Balance		7,239,728.86
<b>Pool A Interest Receivable</b>						
06-01-17				Beginning Balance		89,761.92
06-01-17	06-01-17	wd		Pool A Interest Receivable	-45,463.17	44,298.75
06-01-17	06-01-17	wd		Pool A Interest Receivable	-26,287.54	18,011.21
06-30-17	06-30-17	in		Pool A Cash	9,244.35	27,255.56
				Jun 2017 estimated Pool A interest		
					-62,506.36	
06-30-17				Ending Balance		27,255.56

**Local Agency Investment Fund**  
**P.O. Box 942809**  
**Sacramento, CA 94209-0001**  
**(916) 653-3001**

[www.treasurer.ca.gov/pmia-laif/laif.asp](http://www.treasurer.ca.gov/pmia-laif/laif.asp)  
July 19, 2017

AMERICAN RIVER FLOOD CONTROL DISTRICT

DISTRICT ENGINEER/MANAGER  
165 COMMERCE CIRCLE, SUITE D  
SACRAMENTO, CA 95815

[PMIA Average Monthly Yields](#)

**Account Number:**  
90-34-002

[Tran Type Definitions](#)

June 2017 Statement

**Account Summary**

Total Deposit:	0.00	Beginning Balance:	760,409.18
Total Withdrawal:	0.00	Ending Balance:	760,409.18



**River City Bank**

WWW.RIVERCITYBANK.COM

PO Box 15247, Sacramento, CA 95851-0247

Return Service Requested

**REPURCHASE** Item 2b

MEMBER  
**FDIC**



Last statement: May 31, 2017  
This statement: June 30, 2017  
Total days in statement period: 30

AMERICAN RIVER FLOOD CONTROL DISTRICT  
4000 MAGNOLIA HILLS DR  
EL DORADO HILLS CA 95762

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0811100952  
( 0)

Direct inquiries to:  
916-567-2836

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### Public Fund Interest Checking

Account number	0811100952	Beginning balance	\$992,562.72
Low balance	\$873,445.11	Total additions	1,211.58
Average balance	\$941,439.15	Total subtractions	120,177.61
Avg collected balance	\$941,439	Ending balance	\$873,596.69

#### DEBITS

Date	Description	Subtractions
06-01	' Automatic Transfer TRANSFER TO DEPOSIT SYSTEM ACCOUNT XXXXXX0736	3,170.44
06-02	' Automatic Transfer TRANSFER TO DEPOSIT SYSTEM ACCOUNT XXXXXX0736	2,523.07
06-07	' Automatic Transfer TRANSFER TO DEPOSIT SYSTEM ACCOUNT XXXXXX0736	4,161.00
06-08	' Automatic Transfer TRANSFER TO DEPOSIT SYSTEM ACCOUNT XXXXXX0736	100.00
06-12	' Automatic Transfer TRANSFER TO DEPOSIT SYSTEM ACCOUNT XXXXXX0736	1,811.50
06-13	' Automatic Transfer TRANSFER TO DEPOSIT SYSTEM ACCOUNT XXXXXX0736	477.57
06-14	' Automatic Transfer TRANSFER TO DEPOSIT SYSTEM ACCOUNT XXXXXX0736	2,320.10



**REPURCHASE**

AMERICAN RIVER FLOOD CONTROL DISTRICT  
June 30, 2017

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0811100952

Date	Description	Subtractions
06-15	' Automatic Transfer TRANSFER TO DEPOSIT SYSTEM ACCOUNT XXXXXX0736	40,601.97
06-16	' Automatic Transfer TRANSFER TO DEPOSIT SYSTEM ACCOUNT XXXXXX0736	28,196.79
06-19	' Automatic Transfer TRANSFER TO DEPOSIT SYSTEM ACCOUNT XXXXXX0736	3,082.62
06-20	' Automatic Transfer TRANSFER TO DEPOSIT SYSTEM ACCOUNT XXXXXX0736	1,028.83
06-21	' Automatic Transfer TRANSFER TO DEPOSIT SYSTEM ACCOUNT XXXXXX0736	2,947.64
06-22	' Automatic Transfer TRANSFER TO DEPOSIT SYSTEM ACCOUNT XXXXXX0736	615.00
06-30	' Automatic Transfer TRANSFER TO DEPOSIT SYSTEM ACCOUNT XXXXXX0736	29,141.08

**CREDITS**

Date	Description	Additions
06-27	' Automatic Transfer TRANSFER FROM DEPOSIT SYSTEM ACCOUNT XXXXXX0736	1,060.00
06-30	' Interest Credit	151.58

**DAILY BALANCES**

Date	Amount	Date	Amount	Date	Amount
05-31	992,562.72	06-13	980,319.14	06-21	902,141.19
06-01	989,392.28	06-14	977,999.04	06-22	901,526.19
06-02	986,869.21	06-15	937,397.07	06-27	902,586.19
06-07	982,708.21	06-16	909,200.28	06-30	873,596.69
06-08	982,608.21	06-19	906,117.66		
06-12	980,796.71	06-20	905,088.83		

**INTEREST INFORMATION**

Annual percentage yield earned	0.20%
Interest-bearing days	30
Average balance for APY	\$941,439.15
Interest earned	\$151.58

**REPURCHASE**

AMERICAN RIVER FLOOD CONTROL DISTRICT  
June 30, 2017

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0811100952

**OVERDRAFT/RETURN ITEM FEES**

	Total for this period	Total year-to-date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00



**River City Bank**

WWW.RIVERCITYBANK.COM

PO Box 15247, Sacramento, CA 95851-0247

Return Service Requested

**CHECKING** Item 24

MEMBER  
**FDIC**



Last statement: May 31, 2017  
This statement: June 30, 2017  
Total days in statement period: 30

AMERICAN RIVER FLOOD CONTROL DISTRICT  
4000 MAGNOLIA HILLS DR  
EL DORADO HILLS CA 95762

Page 1  
0811090736  
( 47)

Direct inquiries to:  
916-567-2836

### Public Fund Interest Checking

Account number	0811090736	Beginning balance	\$0.00
Enclosures	47	Total additions	121,323.97
Low balance	\$0.00	Total subtractions	121,323.97
Average balance	\$0.00	Ending balance	\$0.00
Avg collected balance	\$-38		

### CHECKS

Number	Date	Amount	Number	Date	Amount
5866	06-01	122.29	5917	06-19	70.00
5867	06-01	97.40	5918	06-21	341.81
5872 *	06-01	575.00	5919	06-19	18.66
5874 *	06-01	353.11	5920	06-20	386.04
5884 *	06-07	555.00	5921	06-19	167.07
5890 *	06-07	3,606.00	5922	06-19	594.07
5897 *	06-01	2,022.64	5923	06-16	1,475.52
5902 *	06-19	80.00	5924	06-16	60.98
5903	06-08	100.00	5925	06-15	7,000.00
5904	06-12	627.50	5926	06-15	117.12
5905	06-22	615.00	5927	06-16	30.88
5906	06-21	616.25	5928	06-14	1,090.50
5907	06-12	559.00	5929	06-21	1,989.58
5908	06-12	625.00	5930	06-14	1,229.60
5909	06-15	613.50	5931	06-20	30.00
5910	06-16	24,969.21	5932	06-16	421.89
5911	06-19	152.77	5933	06-15	104.40
5912	06-19	676.22	5934	06-15	200.00
5913	06-19	708.00	5935	06-16	735.36
5914	06-15	326.96	5936	06-20	382.79
5915	06-16	350.00	5937	06-20	230.00
5916	06-15	184.91	5938	06-19	298.23

**CHECKING**

AMERICAN RIVER FLOOD CONTROL DISTRICT  
June 30, 2017

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Number	Date	Amount	Number	Date	Amount
5939	06-13	563.93			
			* Skip in check sequence		

**DEBITS**

Date	Description	Subtractions
06-02	' ACH Withdrawal CALPERS 1900 100000014967905	2,523.07
06-15	' ACH Withdrawal INTUIT PAYROLL S QUICKBOOKS 170615 946000047	536.14
06-15	' ACH Withdrawal CALPERS 3100 100000014780957	952.18
06-15	' ACH Withdrawal CALPERS 1900 100000014973395	1,330.00
06-15	' ACH Withdrawal CALPERS 3100 100000014777992	2,966.78
06-15	' ACH Withdrawal INTUIT PAYROLL S QUICKBOOKS 170615 946000047	26,269.98
06-16	' ACH Withdrawal HEALTHEQUITY INC HealthEqui 170616 38415	152.95
06-19	' ACH Withdrawal CALPERS 3100 100000014777992	317.60
06-27	' Automatic Transfer TRANSFER TO DEPOSIT SYSTEM ACCOUNT XXXXXX0952	1,060.00
06-30	' ACH Withdrawal HEALTHEQUITY INC HealthEqui 170630 38415	150.00
06-30	' ACH Withdrawal CALPERS 1900 100000014991026	1,350.00
06-30	' ACH Withdrawal CALPERS 3100 100000014777992	2,668.49
06-30	' ACH Withdrawal INTUIT PAYROLL S QUICKBOOKS 170630 946000047	24,972.59

**CREDITS**

Date	Description	Additions
06-01	' Automatic Transfer TRANSFER FROM DEPOSIT SYSTEM ACCOUNT XXXXXX0952	3,170.44
06-02	' Automatic Transfer TRANSFER FROM DEPOSIT SYSTEM ACCOUNT XXXXXX0952	2,523.07

**CHECKING**

AMERICAN RIVER FLOOD CONTROL DISTRICT  
June 30, 2017

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0811090736

Date	Description	Additions
06-07	' Automatic Transfer TRANSFER FROM DEPOSIT SYSTEM ACCOUNT XXXXXX0952	4,161.00
06-08	' Automatic Transfer TRANSFER FROM DEPOSIT SYSTEM ACCOUNT XXXXXX0952	100.00
06-12	' Automatic Transfer TRANSFER FROM DEPOSIT SYSTEM ACCOUNT XXXXXX0952	1,811.50
06-13	' Automatic Transfer TRANSFER FROM DEPOSIT SYSTEM ACCOUNT XXXXXX0952	477.57
06-13	Deposit	86.36
06-14	' Automatic Transfer TRANSFER FROM DEPOSIT SYSTEM ACCOUNT XXXXXX0952	2,320.10
06-15	' Automatic Transfer TRANSFER FROM DEPOSIT SYSTEM ACCOUNT XXXXXX0952	40,601.97
06-16	' Automatic Transfer TRANSFER FROM DEPOSIT SYSTEM ACCOUNT XXXXXX0952	28,196.79
06-19	' Automatic Transfer TRANSFER FROM DEPOSIT SYSTEM ACCOUNT XXXXXX0952	3,082.62
06-20	' Automatic Transfer TRANSFER FROM DEPOSIT SYSTEM ACCOUNT XXXXXX0952	1,028.83
06-21	' Automatic Transfer TRANSFER FROM DEPOSIT SYSTEM ACCOUNT XXXXXX0952	2,947.64
06-22	' Automatic Transfer TRANSFER FROM DEPOSIT SYSTEM ACCOUNT XXXXXX0952	615.00
06-27	Deposit	1,060.00
06-30	' Automatic Transfer TRANSFER FROM DEPOSIT SYSTEM ACCOUNT XXXXXX0952	29,141.08

**DAILY BALANCES**

Date	Amount	Date	Amount	Date	Amount
05-31	0.00	06-13	0.00	06-21	0.00
06-01	0.00	06-14	0.00	06-22	0.00
06-02	0.00	06-15	0.00	06-27	0.00
06-07	0.00	06-16	0.00	06-30	0.00
06-08	0.00	06-19	0.00		
06-12	0.00	06-20	0.00		

**CHECKING**

AMERICAN RIVER FLOOD CONTROL DISTRICT  
 June 30, 2017

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**INTEREST INFORMATION**

Annual percentage yield earned	0.00%
Interest-bearing days	30
Average balance for APY	\$0.00
Interest earned	\$0.00

**OVERDRAFT/RETURN ITEM FEES**

	Total for this period	Total year-to-date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

**CERTIFICATION**

The American River Flood Control District's investment portfolio [] is [ is not] in compliance with the District's Financial Management Investments Plan.

The District's investment portfolio is not in compliance in the following respects:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

A cash flow analysis confirms that the District [ is] [ is not] expected to be able to meet its expenditure requirements for the next six months.

The District's cash is insufficient to meet obligations for the next six months as a result of the following:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Attached hereto are the most recent statements of accounts of the following District accounts:

- LAIF Account, State Treasurer's Office      **Dated June 2017**
- Investment Pool A Account, City of Sacramento **Dated June 2017**
- District Checking Account, River City Bank      **Dated June 2017**
- District Repurchase Account, River City Bank      **Dated June 2017**

Certified by: \_\_\_\_\_ Date: \_\_\_\_\_  
Cyril Shah, District Treasurer

American River Flood Control District  
Statement of Operations  
July 1, 2017 to July 31, 2017 (One Month Ending of Fiscal Year 2017-2018)  
For Internal Use Only

	Year to Date July 1, 2017 to July 31, 2017	Budget	Percent of Budget
<b>Revenues</b>			
Benefit assessment	\$ -	\$ 1,385,000	0.00%
Consolidated capital assessment	-	650,000	0.00%
Interest	56	75,000	0.07%
O & M agreements	-	225,000	0.00%
Miscellaneous	-	3,500	0.00%
<b>Total Revenues</b>	<u>56</u>	<u>2,338,500</u>	0.00%
<b>M &amp; O Expenses</b>			
Salaries and wages	49,142	664,645	7.39%
Payroll tax expense	3,713	53,172	6.98%
Pension expense	9,653	124,602	7.75%
Compensation insurance	-	33,232	0.00%
Medical/dental/vision	26,928	189,474	14.21%
Fuel/oil reimbursement	747	30,000	2.49%
Equipment rental	-	6,500	0.00%
Equipment repairs/parts	886	40,000	2.22%
Equipment purchases (< \$5,000)	-	5,000	0.00%
Shop supplies	-	12,000	0.00%
Levee maint. (supp. & material)	-	17,000	0.00%
Levee maint. chemicals	-	20,000	0.00%
Levee maint. services	1,379	34,000	4.06%
Rodent abatement (supplies & materials)	-	10,000	0.00%
Employee uniforms	-	5,000	0.00%
Staff training	1,508	15,000	10.05%
Miscellaneous	-	2,000	0.00%
Small tools & equipment	-	3,000	0.00%
Emergency preparedness program	1,400	20,000	7.00%
Engineering services	-	8,000	0.00%
Encroachment remediation	-	15,000	0.00%
<b>Total M &amp; O Expenses</b>	<u>95,356</u>	<u>1,307,625</u>	7.29%
<b>Administration Expenses</b>			
Board of trustees compensation	312	7,900	3.95%
Trustee expenses	10	1,750	0.57%
Accounting services	-	15,000	0.00%
Legal services (general)	-	50,000	0.00%
Utilities	834	25,000	3.34%
Telephone	835	12,500	6.68%
Retiree benefits	22,540	135,270	16.66%
Office equipment/furniture	-	10,000	0.00%
Office supplies	-	2,000	0.00%
Auto allowance	592	7,100	8.34%
Parking reimbursement	4	150	2.67%
General office expense	473	13,000	3.64%
Technology and software	230	17,000	1.35%
Dues and associations	7,383	25,000	29.53%
Property and liability insurance	8,937	30,000	29.79%
Conference/workshop/seminar	-	1,500	0.00%
Public relations/information	-	35,000	0.00%
Miscellaneous	136	5,000	2.72%
Employee morale/wellness	-	1,500	0.00%
Investment fees	-	13,000	0.00%
Community services	-	1,500	0.00%
Bookkeeping services	-	12,000	0.00%
Property taxes	-	3,000	0.00%
Building maintenance	-	17,000	0.00%
County Dtech fees for DLMS	-	60,477	0.00%
County assessment fees (non cash)	-	21,000	0.00%
Interest expense	38	-	Not budgeted
<b>Total Administration Expenses</b>	<u>42,324</u>	<u>522,647</u>	8.10%
<b>Special Projects Expenses</b>			
Engineering studies/survey studies	-	15,000	0.00%
Levee standards compliance	-	100,000	0.00%
Small capital projects	-	50,000	0.00%
<b>Total Special Project Expenses</b>	<u>-</u>	<u>165,000</u>	0.00%
<b>Capital Outlay</b>			
Equipment purchases (over \$5,000)	-	50,000	0.00%
<b>Total Capital Outlay</b>	<u>-</u>	<u>50,000</u>	
<b>Capital Outlay: District Headquarters Build-Out</b>			
Building improvements/maintenance	-	20,000	0.00%
La Riviera improvements/maintenance	-	30,000	0.00%
	<u>-</u>	<u>50,000</u>	

**Note: Amounts above are not audited**

The above information is current through the last day of the previous month's bank activity.

Data has been verified by the bookkeeper and physical copies of checks have not been reviewed or received and some checks may not have cleared the bank account.



AMERICAN RIVER FLOOD CONTROL DISTRICT  
Cash Flow Report  
July 2017 through June 2018

Cash Flow Report

Maintenance and Operations Expens	Jul 17	Aug 17	Sept 17	Oct 17	Nov 17	Dec 17	Jan 18	Feb 18	Mar 18	Apr 18	May 18	Jun 18	TOTAL
500 · Salary/Wages	47,744.54	25,784.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	73,528.99
501 · Payroll Taxes	3,674.40	1,970.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,644.42
502 · Pension	10,923.54	(498.87)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,424.67
503 · Compensation Insurance	8,741.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,741.45
504 · Medical/Dental/Vision	13,701.42	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,701.42
508 · Fuel/Oil	2,966.92	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,966.92
509 · Equipment Rental	4,310.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,310.00
510 · Equipment Purchase(< \$5000	2,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00
511 · Equipment Repair/Parts	2,536.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,536.96
512 · Shop Supplies	1,471.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,471.30
514 · Levee Maint(Supplies&Materi	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
515 · Levee Maintenance Services	6,508.48	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,508.48
516 · Employee Uniforms	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
518 · Staff Training	738.93	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	738.93
519 · Miscellaneous O&M	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
521 · Small Tools & Equip	2,601.61	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,601.61
523 · Levee Maint. (Chemicals)	44.31	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	44.31
525 · Emergency Preparedness Pr	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
530 · Encroachment Remediation I	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
532 · Rodent Abatement	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
605 · Engineering Services	3,878.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,878.00
615 · Survey Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
616 · Environmental Services/Studi	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total M&amp;O Expense</b>	<b>111,841.86</b>	<b>27,255.60</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>139,097.46</b>

Administrative Expenses	Jul 17	Aug 17	Sept 17	Oct 17	Nov 17	Dec 17	Jan 18	Feb 18	Mar 18	Apr 18	May 18	Jun 18	TOTAL
505 · Telephone	1,018.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,018.25
506 · Utility Charges	2,753.83	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,753.83
507 · Office/Shop Lease	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
513 · Office Supplies	506.71	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	506.71
517 · Auto Allowance	550.00	275.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	825.00
520 · Retiree Benefits	11,272.49	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11,272.49
522 · Office Equipment/Furniture	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
526 · Mileage/Parking Reimburse	45.15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	45.15
527 · General Office Expense	1,159.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,159.75
529 · Pre-funding Retiree Benefits	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
531 · Technology & Software	270.26	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	270.26
600 · Board of Trustees Compensa	285.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	285.00
601 · Trustee Expenses	363.22	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	363.22
602 · Accounting Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603 · Legal Fees (General)	1,448.67	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,448.67
604 · Flood Litigation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
606 · Legislative Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
607 · Dues and Assoc. Expenes	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
608 · Insurance Premiums	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
609 · Conference /Workshops/Sem	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
610 · Public Relations Information	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
611 · Election Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
612 · District Annexations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

AMERICAN RIVER FLOOD CONTROL DISTRICT  
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613 - Community Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
614 - Miscellaneous Admin	155.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	155.70
617 - Investment Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
618 - Property Tax	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
619 - Building Maintenance	112.93	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	112.93
620 - Bookkeeping Services	1,012.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,012.50
621 - County Assessment Fees	0.00	15.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15.00
622 - County D/Tech Fees for DLMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
623 - Employee Morale/Wellness	88.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	88.40
<b>Total Administrative</b>	<b>21,042.86</b>	<b>290.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>21,332.86</b>

Special Projects Expenses	Jul 17	Aug 17	Sept 17	Oct 17	Nov 17	Dec 17	Jan 18	Feb 18	Mar 18	Apr 18	May 18	Jun 18	TOTAL
702 - Engineering/Survey Studies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
703 - Encroachment Remediation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
704 - Vegetation Management	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
705 - Small Capital Projects	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
707 - Levee Standards Compliance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Special Projects</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

Capital Outlay: Flood Control	Jul 17	Aug 17	Sept 17	Oct 17	Nov 17	Dec 17	Jan 18	Feb 18	Mar 18	Apr 18	May 18	Jun 18	TOTAL
700 - Bank Protection	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
701 - Magpie Creek	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
706 - Property Acquisition	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
709 - Equipment Purchase (> \$500)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Capital Outlay: Flood Control</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

Income	Jul 17	Aug 17	Sept 17	Oct 17	Nov 17	Dec 17	Jan 18	Feb 18	Mar 18	Apr 18	May 18	Jun 18	TOTAL
120 - Benefit Assessment	0.00	40,376.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	40,376.68
122 - SAFCA CAD4	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
123 - Interest	55.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	55.95
124 - O&M Agreements	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
126 - Miscellaneous Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Income</b>	<b>55.95</b>	<b>40,376.68</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>40,432.63</b>

Fund Balance

District Operations Fund	Jul 17	Aug 17	Sept 17	Oct 17	Nov 17	Dec 17	Jan 18	Feb 18	Mar 18	Apr 18	May 18	Jun 18
<b>Beginning Balance</b>	<b>2,294,495.71</b>	<b>1,161,666.94</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Income</b>	<b>55.95</b>	<b>40,376.68</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Expenses</b>	<b>1,132,884.72</b>	<b>27,545.60</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Ending Balance</b>	<b>1,161,666.94</b>	<b>1,174,498.02</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

Capital Outlay Reserve Fund	Jul 17	Aug 17	Sept 17	Oct 17	Nov 17	Dec 17	Jan 18	Feb 18	Mar 18	Apr 18	May 18	Jun 18
<b>Beginning Balance</b>	<b>1,065,000.00</b>	<b>1,065,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Ending Balance</b>	<b>1,065,000.00</b>	<b>1,065,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

Retiree Health Benefit Reserve Fund	Jul 17	Aug 17	Sept 17	Oct 17	Nov 17	Dec 17	Jan 18	Feb 18	Mar 18	Apr 18	May 18	Jun 18
<b>Beginning Balance</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Ending Balance</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

AMERICAN RIVER FLOOD CONTROL DISTRICT  
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Item 2c

<b>Beginning Balance</b>	1,443,558.00	2,443,558.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Income</b>	1,000,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Expenses</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Ending Balance</b>	2,443,558.00	2,443,558.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Flood Emergency Response Reserve Fund</b>													
<b>Beginning Balance</b>	1,500,000.00	1,500,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Income</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Expenses</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Ending Balance</b>	1,500,000.00	1,500,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Emergency Repair Reserve Fund</b>													
<b>Beginning Balance</b>	1,500,000.00	1,500,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Income</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Expenses</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Ending Balance</b>	1,500,000.00	1,500,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Balance</b>	7,670,224.94	7,683,056.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00



August 4, 2017

Dear ACWA member,

I respectfully ask you for your support of my nomination to succeed Kathy Tiegs as the President of ACWA. I am honored to have had your past support, and to be elected ACWA Vice-President by ACWA members in December 2015. My tenure serving with President Tiegs has been invaluable and with your support I look forward to continuing to serve ACWA.

I have used this opportunity to listen, learn more about issues that are important to each ACWA region and talk with as many ACWA members as possible.

I chair ACWA's Disadvantaged Communities Safe Drinking Water Task Force. I serve on ACWA's Executive Committee, ACWA's Office Building Advisory Group, the Next Generation Advisory Committee and ACWA's Ag Initiative Advisory Group.

Since being elected ACWA Vice-President, I have attended seven ACWA region events, the ACWA Regulatory Summit, the ACWA Legislative Symposium, numerous ACWA State Legislative Committee and other committee meetings, three ACWA Conferences and two ACWA DC briefings. And, I continue to be Chair of the Board of Directors of Yuba County Water Agency.

We live in interesting times! The challenges to water rights and water supplies may never have been greater, but I believe that there are also opportunities for creative, durable solutions that will benefit all of California's water suppliers. I believe that ACWA and our membership will continue to lead us to these solutions.

Please communicate your support for my nomination by emailing ACWA's Nominating Committee **no later than August 30, 2017**. A Board resolution of support is not required. Your email should be sent to:

John Coleman, Nominating Committee Chair  
c/o Donna Pangborn ([donnap@acwa.com](mailto:donnap@acwa.com))

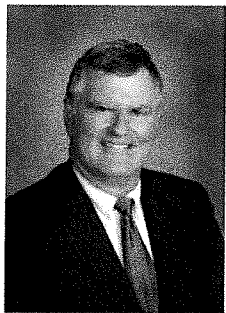
Please do not hesitate to contact me (530) 400-1992 or [bhastey@gmail.com](mailto:bhastey@gmail.com) if you would like to discuss my nomination or any issues that are important to you.

Best Regards,

*Brent Hastey*

Brent Hastey

*Brent Hastey for ACWA President, 2018-2019*



Brent Hastey was born and raised in the Plumas Lake area, representing the fifth generation of his family to live in Yuba County, California. He grew up irrigating pasture and swimming in the ditches on the ranch. Becoming active in politics in college, he was first elected to public office in 1987, when he won an election for a seat on the Board of Reclamation District 784. He served in this position for six years, during three of which he chaired. In 1992, he was elected to the Board of Supervisors of Yuba County, on which he served until 2000. As a County Supervisor, he also served on the Boards of the Yuba County Water Agency (YCWA), Yuba County Local Agency Formation Commission, Regional Council of Rural Counties, and the Sacramento Area Council of Governments. In 1994, he became the founding Chairperson of the Yuba-Sutter Economic Development Corporation, which he chaired until 1996.

Brent Chaired the YCWA Board in 1996 and 1997, which was during the devastating flooding of 1997. He led the Board through this trying time, and testified before the United States Congress on the causes and emergency management of the flood. In response to this disaster and state water needs, the voters of California passed Proposition 13, which authorized the sale of \$1.97 billion in bonds to support safe drinking, water quality, flood protection, and water reliability projects. Brent strongly supported the approval. In 2014, Brent was reelected to the YCWA Board of Directors, and he currently serves as Chair.

In addition to his service in areas of water management in California, Brent has worked in the service of higher education both locally and on a statewide level. In 2010, He was elected to the Yuba Community College District, a district which serves eight counties and spans nearly 4,200 square miles of rural northern California. Recently, Brent was elected to the California Community College Trustee Board (CCCT). CCCT represents and acts in the best interest of California's 72 Community College Districts

Brent is also the founding Director of the Bank of Feather River, which started in 2007. He served as Chairman of the board from 2010-2016. Bank of Feather River is a community bank specializing in agriculture lending.

In addition to his political service, he has long-valued the opportunity for community and global service through Rotary International. A member of South Yuba County Sunrise Rotary Club since 1986, Brent works to live out the organization's motto in everyday life: "Service above Self".

Brent and his wife Alisan, a music educator in the Marysville Unified School District, have been married 34 years. They own and operate Plumas Lake Self-Storage. Brent and Alisan have raised four amazing children, plenty of dogs, a few horses and a donkey.

Brent has been involved with the Association of California Water Agencies (ACWA) throughout his tenure as a member of the Board of Directors of YCWA (an ACWA member).

Since his election as ACWA Vice-President in 2015 (for 2016-2017), Brent has used this opportunity to listen, learn more about issues that are important to each ACWA region and talk with as many ACWA members as possible.

Brent chairs ACWA's Disadvantaged Communities Safe Drinking Water Task Force. He serves on ACWA's Executive Committee, ACWA's Office Building Advisory Group, the Next Generation Advisory Committee and ACWA's Ag Initiative Advisory Group.

Since being elected ACWA Vice-President, Brent has attended seven ACWA region events, the ACWA Regulatory Summit, the ACWA Legislative Symposium, numerous ACWA State Legislative Committee and other committee meetings, three ACWA Conferences and two ACWA DC briefings.







**American River Flood Control District**  
**Deferred Maintenance Program – Pipe Inspection Grants**  
**Staff Report**

**Discussion:**

The State of California Department of Water Resources has initiated a grant program to help Local Maintaining Agencies pay for levee pipe inspections. The program intends to reimburse local levee maintainers after they have completed video pipe inspections of eligible gravity flow pipes. The program does not provide funding to inspect pressurized pipes. There may be future funding available to rehabilitate pipes where inspections have identified hazardous conditions.

District staff met with representatives from DWR and discussed the process for participating in the program and the specific pipes eligible for inspection grant funding in the District. Pipe locations and pertinent pipe information were obtained from the States Utility Crossing Inventory Program (UCIP). Of the 128 potentially eligible pipes perceived to be in the District, only 47 pipes were actually found by the UCIP team.

In your packet is a table showing the owner and general location for each of the 47 found pipes. Of these pipes, 22 were owned and operated by the City of Sacramento and 8 are owned and operated by the County of Sacramento. The remaining pipes are owned by Sac State University, CalTrans, are abandoned, or are yet to be identified.

District staff supports the State's position that all pipes in the levees need to be inspected. Pipes all have a finite service period or lifetime based on the materials and construction methodology used to install them. Routine video inspections can provide valuable information relating to the integrity of each pipe and can assist engineers in determining the remaining serviceable life. Video inspections can also help determine when it is time to rehabilitate or replace a pipe. Without some sort of inspection, or test of the pipe's integrity, it is virtually impossible to detect any problems with the pipe. Inspections such as those promoted by the State's Deferred Maintained Project can help the District determine that its levees provide the necessary level of flood protection.

**Considerations:**

1. The District does not currently own the pipes eligible for inspection by the State program. The District would need to coordinate with the actual pipe owners to obtain the proper permissions to have a pipe contractor access and inspect the pipes. It is not clear if some of the pipes would have to be altered or modified to facilitate the inspection.
2. The District would be required to enter into an Operations, Maintenance, Repair, Rehabilitate, and Replacement (OMRR&R) Agreement with the State DWR in order to receive reimbursement for the inspection costs. Legal Counsel at Downey-Brand is currently working through OMRR&R contract language modifications with the State DWR on behalf of numerous LMAs considering this program. It is not clear what the ultimate

commitments will be for a LMA entering into this program. Obligations may stretch farther than merely committing to OMRR&R the pipe in perpetuity but commitments could also extend to any features in the adjacent levee reach or basin.

3. The District could pursue an alternative approach to have the pipe owners inspect their own pipes. There is no guarantee that this would happen for every pipe.
4. The District could implement a mixed approach and inspect some pipes and have the pipe owners inspect other pipes. If the District is only committing to inspect a few pipes, it may not be necessary to participate in the State grant reimbursement program.

**Recommendation:**

The General Manager recommends that the Board of Trustees commit to inspecting certain pipes that do not have a clear owner. The GM also recommends that the District should work with the pipe owners to have them inspect their own pipes.

## DWR Deferred Maintenance Project Pipes Eligible for Inspection in ARFCD

#	unit	LM	ID#	Lat	Long	Owner	ARFCD Staff Notes
1	5	0.387	<b>24090</b>	38.59105	-121.505	City of Sacramento	Sac River Outfall Downstream of intake
2	1	1.578	<b>24255</b>	38.62724	-121.441	City of Sacramento	Arcade Ck at Belden St
3	1	1.778	<b>24256</b>	38.62794	-121.438	City of Sacramento	Arcade Ck at Diamond/Pamela
4	3	1.952	<b>24259</b>	38.62757	-121.435	City of Sacramento	Arcade Ck at Delmar Way
5	4	0.399	<b>24303</b>	38.60044	-121.502	Abandoned	Abandoned (ARFCD/Bill)- No As-builts
6	4	0.922	<b>24305</b>	38.60166	-121.493	City of Sacramento	5th Street/T9 Gravity pipe
7	4	10.627	<b>24325</b>	38.56832	-121.353	County of Sacramento	Mayhew Drain West - Near Linda Rio Br
8	4	3.192	<b>24330</b>	38.5886	-121.459	City of Sacramento	Landfil drain pipe (Permit# 15041) id#3424
9	4	3.577	<b>24331</b>	38.58949	-121.452	City of Sacramento	Landfill drain (covered for trail)
10	4	3.847	<b>24336</b>	38.58689	-121.448	Cal Trans	Bus-80 Drain (Permits #1587, 17840)
11	4	6.076	<b>24338</b>	38.56851	-121.424	City of Sacramento	H Street Bridge - Left Bank
12	4	6.574	<b>24341</b>	38.56169	-121.421	Sac State Outfalls	Guy West Br ( <b>pumped flow not gravity</b> )
13	4	6.774	<b>24349</b>	38.55945	-121.419	City 48" from Hornet Cro	<b>HDPE near Sac State Alumni Gr</b>
14	6	0.836	<b>24354</b>	38.66116	-121.46	?? City?	old pipe between Kelton and Sully (not found)
15	7	1.26	<b>24368</b>	38.62587	-121.447	City of Sacramento	Arcade Ck just upstream of bike bridge
16	7	1.334	<b>24370</b>	38.62632	-121.446	City of Sacramento	Arcade Ck just upstream of Rio Linda
17	7	1.468	<b>24371</b>	38.6272	-121.444	City of Sacramento	Arcade Ck near Rivera Dr at Branch St
18	7	1.603	<b>24372</b>	38.62774	-121.441	City of Sacramento	Arcade Ck near Rivera Dr at Beldon St
19	7	1.72	<b>24373</b>	38.62811	-121.439	City of Sacramento	Arcade Ck

## DWR Deferred Maintenance Project

### Pipes Eligible for Inspection in ARFCD

20	7	1.834	<b>24375</b>	38.62838	-121.437	City of Sacramento	Arcade Ck
21	7	1.894	<b>24376</b>	38.62828	-121.436	City of Sacramento	Arcade Ck downstream of Hagginwood Pk
22	7	1.768	<b>24379</b>	38.6283	-121.439	City of Sacramento	Arcade Ck near Rivera Dr at Alvarado St
23	8	0.413	<b>24390</b>	38.66814	-121.44	City of Sacramento	Robla Ck near Neal Rd
24	9	1.291	<b>24394</b>	38.56229	-121.405	Abandoned	Riser in floodway near Breckenwood Way
25	9	3.681	<b>24406</b>	38.58432	-121.421	County of Sacramento	D-05 Upstream end of detention basin
26	9	3.742	<b>24409</b>	38.58491	-121.422	County of Sacramento	D-05 at Pumphouse
27	10	0.942	<b>24413</b>	38.58799	-121.337	County of Sacramento	Near McClaren Dr
28	2	1.244	<b>24478</b>	38.61888	-121.468		Listed as Not Found in UCIP
29	2	1.961	<b>24481</b>	38.62913	-121.47	SAFCA/ARFCD	<b>Berm drain - Not a levee penetration</b>
30	2	2.87	<b>24484</b>	38.64216	-121.472	SAFCA/ARFCD	<b>Berm drain - Not a levee penetration</b>
31	4	1.894	<b>24492</b>	38.59572	-121.477		Listed as Not Found in UCIP - <b>Steel Pipe on Bridge??</b>
32	4	3.391	<b>24494</b>	38.58961	-121.455		Listed as Not Found in UCIP
33	4	6.775	<b>24595</b>	38.55945	-121.419	City 48" from Hornet Cro	<b>HDPE near Sac State Alumni Gr</b>
34	4	6.575	<b>24599</b>	38.56168	-121.421	Sac State Outfalls	Guy West Br ( <b>pumped flow not gravity</b> )
35	4	6.576	<b>24600</b>	38.56168	-121.421	Sac State Outfalls	Guy West Br ( <b>pumped flow not gravity</b> )
36	4	6.577	<b>24601</b>	38.56167	-121.421	Sac State Outfalls	Guy West Br ( <b>pumped flow not gravity</b> )
37	4	6.578	<b>24602</b>	38.56166	-121.421	Sac State Outfalls	Guy West Br ( <b>pumped flow not gravity</b> )
38	4	6.579	<b>24603</b>	38.56165	-121.421	Sac State Outfalls	Guy West Br ( <b>pumped flow not gravity</b> )
39	4	1.895	<b>24625</b>	38.59572	-121.477		Listed as Not Found in UCIP - <b>same pipe as 24492</b>

## DWR Deferred Maintenance Project Pipes Eligible for Inspection in ARFCD

40	2	0.356	<b>24798</b>	38.6062	-121.468	???	<b>4-inch HDPE under Arden-Garden Connector</b>
41	6	0.751	<b>24812</b>	38.66052	-121.462	<a href="#">City of Sacramento</a>	Landside DI near Pinedale
42	9	3.683	<b>24817</b>	38.58434	-121.421	<a href="#">County of Sacramento</a>	D-05 Upstream end of detention basin
43	9	3.685	<b>24818</b>	38.58436	-121.421	<a href="#">County of Sacramento</a>	D-05 Upstream end of detention basin
44	8	0.083	<b>24823</b>	38.66298	-121.456	<a href="#">City of Sacramento</a>	Claire Ave
45	8	0.518	<b>24826</b>	38.66711	-121.451	<a href="#">City of Sacramento</a>	Rio Linda, just Upstream
46 ( no unit)		0.823	<b>24827</b>	38.57718	-121.342	<a href="#">County Sewer</a>	Mayhew at upstream end of levee
47 ( no unit)		0.067	<b>24831</b>	38.57089	-121.354	<a href="#">County of Sacramento</a>	Old Drain at Mayhew Closure Structure

STATE OF CALIFORNIA  
THE RESOURCES AGENCY  
DEPARTMENT OF WATER RESOURCES

AGREEMENT NUMBER: 2017-DMP- ARFCD-01

PROJECT AGREEMENT BETWEEN THE STATE OF CALIFORNIA  
DEPARTMENT OF WATER RESOURCES  
AND THE  
AMERICAN RIVER FLOOD CONTROL DISTRICT (ARFCD)  
FOR  
DMP-2017- ARFCD-01

FUNDED UNDER THE  
DEFERRED MAINTENANCE PROJECT  
OF  
CONTROL SECTION 6.10 OF THE BUDGET ACT OF 2016

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**Exhibits**

Exhibit A, OVERALL PROJECT WORK PLAN, BUDGET, AND SCHEDULE

Exhibit B, STANDARD CONDITIONS

Exhibit C, QUARTERLY WORK PLAN AND REPORT FORMATS

Exhibit D, OPERATION AND MAINTENANCE AGREEMENT

**Exhibit D-1: STANDARD CONDITIONS**

**Exhibit D-2: RESOLUTION ACCEPTING STANDARD CONDITIONS**

Exhibit E, RESOLUTION ACCEPTING FUNDS

Exhibit F, RESERVED

Exhibit G, EARLY PARTIAL RELEASE OF CERTAIN WITHHELD FUNDS

Exhibit H, PROJECT OR ELEMENT/FEATURE CLOSEOUT

Exhibit I, STATE AUDIT DOCUMENT REQUIREMENTS AND FUNDING GUIDELINES FOR FUNDING RECIPIENTS



STATE OF CALIFORNIA  
THE RESOURCES AGENCY  
DEPARTMENT OF WATER RESOURCES  
PROJECT AGREEMENT BETWEEN STATE OF CALIFORNIA  
DEPARTMENT OF WATER RESOURCES AND  
AMERICAN RIVER FLOOD CONTROL DISTRICT (ARFCD)  
UNDER CONTROL SECTION 6.10 OF THE BUDGET ACT OF 2016  
(Public Resources Code Sections 5096.800 *et seq.*)

THIS PROJECT AGREEMENT, entered into by and between the State of California, acting by and through the Department of Water Resources, herein referred to as the "State" and the **American River Flood Control District (ARFCD)**, a public agency in the County of **Sacramento**, State of California, duly organized, existing, and acting pursuant to the laws thereof, herein referred to as the "Funding Recipient," which parties do hereby agree as follows:

The terms listed below shall have the meaning indicated wherever used in this Project Agreement.

**"Assurance Agreement"** means the form of agreement between the Central Valley Flood Protection Board (CVFPB) and Funding Recipient for the provision of assurances to the CVFPB regarding the assumption of OMRR&R for the Project by Funding Recipient attached hereto as Exhibit D. Execution of the Assurance Agreement is a prerequisite to Phase II funding.

**"Credit"** means Funding Recipient expenditures toward Eligible Project Costs incurred prior to execution of a Project Agreement that are recognized by the State.

**"Department"** means the State of California Department of Water Resources.

**"Eligible Project Costs"** means the reasonable and necessary actual costs associated with the Project which are described in Paragraph 6, *to the extent* to which they are to be counted toward the Project Agreement Cost.

**"Funding Recipient"** means **American River Flood Control District**, a public agency in the State of California, duly organized, existing, and acting pursuant to the laws thereof, which is the signatory to this Project Agreement, and its successors and assigns.

**"Implementation Procedures"** means the procedures for the Deferred Maintenance Project (DMP) which govern (i) the process by which Department reviews and selects DMP repair projects to fund, and (ii) the resulting implementation process.

**"Independent Review"** means a review conducted, at the Department's discretion, of design and construction activities prior to the initiation of physical construction and periodically thereafter until construction activities are completed on a regular schedule sufficient to inform the Department on the adequacy, appropriateness, and acceptability of the design and construction activities for the purpose of assuring public health, safety, and welfare.

**“Level of Protection”** means the probability of flooding in any one year. It is expressed as 1 in x annual chance of flooding (e.g., 1 in 50 annual chance of flooding is a 50-year level of protection.”). This term is different than “Design Level of Performance” which deals with the performance level of the facility at issue based on the original intended design.

**“Maintenance”** means routine vegetation management, rodent control, sediment removal and mechanical service.

**“Maintenance Costs”** means the costs of OMRR&R.

**“Material Breach”** means failure of performance under the Project Agreement sufficient to defeat the purpose of the parties in entering into the Project Agreement and giving the non-breaching party the right to cancel the Project Agreement.

**“OMRR&R”** means operation, maintenance, repair, rehabilitation and replacement of the Project, Project Element(s) or Project Feature(s).

**“Operations”** means labor, facilities, inspections, and emergency response activities.

**“Overall Work Plan”** means the plan described in Paragraph 22(a) and Exhibit A-1.

**“Post Construction Performance Reports”** means the reports required by Paragraph 22(e) and further provided in the Assurance Agreement.

**“Pre-Feasibility Cost Estimate Report”** means a report prepared by Department for each DMP Project that provides: a description of the levee area; an identification of critical and serious sites; an evaluation of pipe repair alternatives and the preferred alternative; anticipated environmental compliance, regulatory, and real-estate needs; a pre-feasibility cost estimate for the preferred repair. A copy of the Pre-Feasibility Cost Estimate Report is provided as an attachment to the Eligibility Notice.

**“Phase I”** means the inspection(s) or evaluation(s) of pipes within SPFC facilities as further described in the Overall Work Plan developed for this Project Agreement and attached hereto as Exhibit A.

**“Phase II”** means the pipe repair, rehabilitation, replacement, abandonment, or removal work approved by Department following completion of Phase I as further described in the Overall Work Plan developed for this Project Agreement and attached hereto as Exhibit A, as the same may be amended from time to time.

**“Project”** means the project, including Phase 1 and Phase II, described in the Overall Work Plan.

**“Project Completion Report”** means the report required by Paragraph 22(d) and further described in Exhibit H.

**“Project Costs”** means the total cost of a Project, including Eligible Project Costs.

**“Project Element” or “Element”** means a discrete portion of a Project identified as such in the Overall Work Plan (e.g. a pipe or group of pipes to be repaired or replaced and identified as a “project element” in the Overall Work Plan). These are not specific parts of the design-build process; rather, they are discrete physical portions of the actual construction.

**“Project Feature” or “Feature”** means a discrete portion of a Project Element identified as such in the Overall Work Plan. These are not specific parts of the design-build process; rather, they are discrete physical portions of the actual construction.

**“Quarterly Progress Reports”** means the reports required by Paragraph 22(c) and further described in Exhibit C.

**“Quarterly Work Plans”** means the reports required by Paragraph 22(b) and further described in Exhibit C.

**“Rehabilitation”** means to restore a Project, Project Element or Project Feature by way of minor or major repairs.

**“Repair”** means to fix or mend a Project, Project Element or Project Feature.

**“Replacement”** means replacement of Project, Project Element or Project Feature at end of life or after catastrophic failure.

**“State”** means the State of California, acting by and through the Department of Water Resources.

**“State Program Manager”** means a representative for the State who will have authority to make determinations and findings with respect to each controversy arising under or in connections with the interpretation, performance, or payment for work performed under the Project Agreement. The State Program Manager may appoint a State Project Manager to handle most project management-related tasks.

**“State Project Manager”** means a representative for the State who will receive all notices, demands, requests, consents, or approvals that are required under the Project Agreement to be in writing. The State Project Manager is appointed by the State Program Manager and can be changed by the State Program Manager upon written notice to all parties to this agreement.

**“Statement of Costs”** means a statement of incurred costs submitted pursuant to Paragraph 15.

**“Project Agreement Cost”** means the portion of the Project cost that is to be shared between the Department and the Funding Recipient. The costs contributed by other entities or programs are not included in the Project Agreement Cost.

**“USACE”** means the United States Army Corps of Engineers.

**“Useful Life”** means the period during which an asset, property, or activity is expected to be usable for the purpose it was acquired or implemented.

1. **PURPOSE OF FUNDING.** This funding is made available by State to Funding Recipient to assist in financing the Deferred Maintenance Project more specifically described in the Overall Work Plan pursuant to Control Section 6.10 of the Budget Act of 2016. Funds may be used only as provided in this Project Agreement for Eligible Project Costs for the Project described in the Overall Work Plan. Funding under this Project Agreement will be provided in two Phases. Phase 1 funds will be made available upon the execution of this agreement and satisfaction of applicable prerequisites described elsewhere in this Project Agreement. Phase II funds will be made available for pipes located on SPFC facilities and only upon (i) completion of Phase I, (ii) review and approval of all Phase I work by DWR, and (iii) satisfaction of applicable prerequisites describe elsewhere in this Project Agreement, including (a) execution of an amendment to this Project Agreement describing Phase II costs and (b) execution of an Assurance Agreement between Funding Recipient and the CVFPB. Funding for all Phases is contingent on funding being made available to Department in accordance with Control Section 6.10 of the Budget Act of 2016.
2. **TERM OF PROJECT AGREEMENT.** The term of the Project Agreement shall be from the latest date of execution by the Department of Water Resources and approval by the Department of General Services through **December 31, 2021** or when all Funding Recipient and Department obligations under this Project Agreement are fully satisfied, whichever comes first.

3. PROJECT SCHEDULE. Funding Recipient shall diligently perform or cause to be performed all project work in accordance with the Project Schedule as shown in Exhibit A-1-B or as otherwise approved by the State in writing. If Funding Recipient does not meet the Project Schedule provided in Exhibit A-1-B, the State reserves the right to withhold funds as provided in Paragraphs 17-19 of this Agreement.
4. ESTIMATED PROJECT COST. The reasonable cost of Phase I of the Project is estimated to be **\$464,540.00**. The Reasonable cost of Phase II of the Project will be determined prior to initiation of Phase II. If State determines funding is available for Phase II and the Parties agree to proceed with Phase II, this agreement may require amendment.
5. LIMIT ON STATE FUNDS. Pursuant to Section 6.10 of the Budget Act of 2016 and subject to the availability of funds, including any mandates from the Department of Finance, the Pooled Money Investment Board ("PMIB") or any other State authority, the State will provide to Funding Recipient in accordance with the terms of this Project Agreement funding in the amount not to exceed **\$464,540.00**, except as provided in Paragraph 29. The State will not make payments of any kind -- advances or reimbursements -- until funding is made available by the State Treasurer, after allocation decisions are made by the PMIB and Department of Finance. Funding recipients will only be entitled to State funds for Eligible Project Costs, as defined in Paragraph 6, and the funding provisions in Paragraph 7. The State may, without requiring an Amendment to this Project Agreement, increase or decrease this amount only as provided for in Paragraph 29.
6. ELIGIBLE PROJECT COSTS. Funding Recipient shall only apply State funds for Eligible Project Costs. Except as otherwise provided in Paragraph 14(b), Eligible Project Costs are the reasonable and necessary actual costs associated with an eligible Project incurred after the LMA has passed the resolution accepting the funds Exhibit E, , and returned the signed Project Agreement to DWR. The Implementation Procedures provide a summary of the costs which are considered eligible or non-eligible project costs.
7. COST SHARING BY THE STATE AND FUNDING RECIPIENT. The State will pay one hundred percent (100%) of Eligible Project Costs for each Phase. Funding Recipient will be responsible for all costs that are not Eligible Project Costs.
8. RESERVED.
9. FUNDING RECIPIENT'S RESPONSIBILITY FOR WORK. Funding Recipient shall be responsible for work and for persons or entities engaged in work, including subcontractors, suppliers, and providers of services. Funding Recipient shall give personal supervision to any work required under this Project Agreement or employ a competent representative, satisfactory to State, with the authority to act for Funding Recipient. Funding Recipient or its authorized representative shall be present while work is in progress. Funding Recipient shall give attention to fulfillment of the Project Agreement and completion of the Project, and shall keep work under control. Funding Recipient shall be responsible for any and all disputes arising out of its contracts for work on the Project to bid disputes and payment disputes with Funding Recipient's contractors and subcontractors. State will not mediate disputes between Funding Recipient and any other entity concerning responsibility for performance of work.
10. RELATIONSHIP OF PARTIES. Upon execution of this Project Agreement, Funding Recipient agrees that it is acting in an independent capacity and is solely responsible for design, construction, and (except as otherwise provided by Paragraph 24 if applicable) OMRR&R of the Project, Project Element(s) and Project Feature(s) constructed, repaired, rehabilitated or replaced with funds provided under this Project Agreement. Review or approval of plans, specifications, Project Real Estate Plan, bid documents or other construction documents, and construction inspection by the State is solely for the purpose of proper administration of funds by State and shall not be deemed to relieve or restrict Funding Recipient's responsibility.

Preliminary documents provided by the State as part of the Notice of Eligibility or Project Agreement negotiations, including the Pre-Feasibility Cost Estimate Report, and any communication provided by the

State regarding those documents, are provided solely for the purpose of defining the Overall Work Plan as provided in Attachment A and shall not be deemed to relieve or restrict Funding Recipient's responsibility for design, construction, and OMRR&R. The Funding Recipient's costs for the technical review of, and for assisting State in the development of, the Overall Work Plan and supporting documents, shall be considered Eligible Project Costs contingent upon State's acceptance of those costs as reasonable and execution of this Project Agreement.

11. PERFORMANCE AND ASSURANCES. Funding Recipient agrees to faithfully and expeditiously perform or cause to be performed all Project work as described in the final plans and specifications under this Project Agreement and to apply State funds received only to Eligible Project Costs and to OMRR&R in accordance with applicable provisions of the law.
12. REQUIREMENTS FOR DISBURSEMENT. Funding Recipient shall meet all conditions precedent, defined in subparagraphs a – f below, before State shall be obligated to disburse any funds pursuant to this Project Agreement. Failure by Funding Recipient to comply may, at the option of State, result in termination of the Project Agreement. State shall have no obligation to disburse money under this Project Agreement unless and until the disbursement is in accordance with requirements of the Control Section 6.10 of the Budget Act of 2016. The following are conditions precedent to funding for Phases I and II unless otherwise noted:
  - a) Funding Recipient has executed this Project Agreement and provided a copy of a resolution duly adopted by its governing body accepting the Funds, and designated an authorized representative to execute this Project Agreement and to sign requests for disbursement of State funds. The resolution must be substantially the same as the draft resolution provided in Exhibit E to this Project Agreement.
  - b) For phase II only, Funding Recipient has executed an Assurance Agreement by and between Funding Recipient and the CVFPB in substantially the form attached hereto as Exhibit D as provided for in Paragraph 24 of this Project Agreement.
  - c) Funding Recipient has demonstrated compliance with (i) all applicable requirements of CEQA and NEPA and submitted copies of any environmental documents (including, but not limited to, any environmental impact report(s), environmental impact statement(s), environmental assessment(s), negative declaration(s), CEQA findings, Project approvals and permits, and mitigation monitoring plan(s), as appropriate); and (ii) all other applicable state and federal environmental requirements (including, but not limited to requirements under the federal Clean Water Act, the federal Endangered Species Act and the California Fish & Game Code) and submitted copies of the appropriate environmental permits, authorizations and agreements.

In addition to the requirement that the Funding Recipient demonstrate completion of all required environmental documents, the Department may not issue the approval letter required for combined design and construction projects (Phase II only) under Paragraph 13 of this agreement until Funding Recipient has completed its environmental work and issued a notice of decision in connection with the Project Element, Project Feature or Project for which the approval letter has been requested.
  - d) Funding Recipient has timely submitted Quarterly Work Plans and Progress Reports as required by Paragraph 22.
  - e) The necessary funding has been made available by the State Treasurer, after allocation decisions are made by the Pooled Money Investment Board and the Department of Finance, as discussed above in Paragraph 5.

13. ADVANCE WORK APPROVALS BY STATE. For Phase II only, at least forty-five days prior to awarding a construction contract or initiating construction, whichever is earlier, for any Project, Project Element, or

Project Feature, Funding Recipient shall submit to State engineering plans and specifications certified by a California Registered Civil Engineer as to compliance with the approved Project as defined in Paragraph 22. No disbursements of funds for the work described will be made until the State has approved the engineering plans and specifications.

Except for the first Quarterly Work Plan, at least forty-five days prior to disbursement of funds by State, the Funding Recipient shall submit a Quarterly Work Plan in accordance with Paragraph 22. No disbursement of funds for the work described in a Quarterly Work Plan will be made until the State has approved the Quarterly Work Plan.

If the Overall Work Plan includes design and construction work, such work may be completed in phases. The Funding Recipient may begin design work before its environmental documents are complete, but may not begin the construction portion of the approved Project until all environmental work for the Project Element or Project Feature has concluded. An Overall Work Plan that contains both design and construction work has an additional, mid-Project, State approval requirement; when the project work transitions from design to construction, the Department must confirm, in writing, that the Project is eligible to move forward into construction. In circumstances where one particular Project Element or Project Feature is ready to begin construction, this approval letter may be issued, but only for the Project Element(s) or Project Feature(s) that are ready. An additional approval letter will be required from the Department for each subsequent Project Element or Project Feature. As described further in Paragraph 12(c) of this agreement, this approval letter may not be issued if the Funding Recipient has not completed all necessary environmental work for the Project Element or Project Feature.

14. PAYMENTS AND CREDITS FOR ELIGIBLE PROJECT COSTS. Eligible Project Costs will be paid by the State in accordance with the provisions in Paragraph 7 and according to one or more of the following methods:
- a) For all Eligible Project Costs, work will be divided into two categories: non-construction and construction. The Funding Recipient shall provide a Statement of Costs detailing such costs in accordance with the applicable provisions of Paragraph 15. The Statement of Costs shall be submitted within 45 days of the effective date of this Project Agreement.
15. STATEMENT OF COSTS. The Funding Recipient shall provide State with a Statement of Costs or Statements of Cost, on forms provided by the State for all Eligible Project Costs.
- a) Statements of Costs shall be filed by the Funding Recipient quarterly or as otherwise specified in this paragraph. Funding Recipient shall provide a statement of the incurred Eligible Project Costs for work performed during the period identified in the particular statement. Each Statement of Costs shall also include: (1) information required to verify that claimed costs were incurred, such as contractor and vendor invoices and receipts for equipment and supplies; (2) a statement of Funding Recipient's payments made to cover its share of Eligible Project Costs, if applicable; and (3) a comparison of the actual incurred Eligible Project Costs with those projected in the Quarterly Work Plans and an explanation of any differences of more than five percent (5%) per task or item from the estimate included in the Quarterly Work Plan budget.
  - b) The State will review each Quarterly Work Plan and each Statement of Costs to determine whether claimed costs are, in the opinion of the State, Eligible Project Costs and whether the Funding Recipient has provided adequate information to verify that claimed expenses were incurred.
  - c) State may reject a Statement of Costs if: (1) it is submitted without signature; (2) it is submitted under signature of a person other than Funding Recipient's Program or Project Manager; or (3) Funding Recipient fails to timely submit a Final Statement of Costs within the time period specified in Paragraph 15(g). State will notify Funding Recipient of any Statement of Costs so rejected, and the reasons therefore.

- d) A Statement of Costs containing a mathematical error will be corrected by State, after consultation with the Funding Recipient; and will thereafter be treated as if submitted in the corrected amount. State will provide Funding Recipient with notification of the corrected Statement of Costs.
- e) State will notify Funding Recipient by mail, whenever, upon review of a Statement of Costs, State determines that any portion or portions of the costs claimed: (1) are ineligible to be paid under Federal or State law, or the terms of this Project Agreement; (2) do not constitute Eligible Project Costs approved by State for funding under the terms of this Project Agreement; or (3) are not supported by invoices or receipts acceptable to State. Funding Recipient may, within thirty (30) days of the date of receipt of such notice, submit additional documentation to State to cure such deficiency(ies). State and Funding Recipient shall then attempt to negotiate a resolution of the claim and adjust the Statement of Costs accordingly. Funding Recipient may continue to submit additional documentation in support of rejected cost(s) and may include such cost(s) with additional supporting documentation on a subsequent Statement of Costs. If the claim remains disputed, it may be resolved in accordance with the dispute resolution process set forth in Paragraph 20. If Funding Recipient fails to timely submit adequate documentation curing the deficiency(ies), State will adjust the pending Statement of Costs by the amount of the ineligible and/or unapproved cost(s). The requirements for close-out of a Project, Element, or Feature are provided in Exhibit H. A Project, Project Element, or Project Feature will be considered completed when the Funding Recipient has provided the information specified in Exhibit H to the satisfaction of the State.

Upon completion or termination of the Project or any Project Element or Project Feature, Funding Recipient shall furnish to State, within sixty (60) days, a Final Statement of Costs for the Project, Project Element, or Project Feature. Periodic cost statements and the Final Statement of Costs shall clearly delineate those costs claimed for reimbursement from the State's funding amount, as provided in Paragraph 5, and those costs that represent Funding Recipient's costs, as provided in Paragraph 6.

- f) All Statements of Costs shall be accompanied by a statement signed by the Funding Recipient's Program or Project Manager that the statement is correct to the best of his or her knowledge and belief after a reasonable investigation. The signed statement shall be submitted under penalty of perjury.
  - g) At the sole discretion of the State, the State may modify the requirements for preparation and submittal of Statements of Costs in order to improve administration of the State-Federal Flood Control System Modification Program or ensure compliance with the Governor's Executive Order on accountability for bond funds, Executive Order S-02-07, or other legal requirements. If the State opts to modify the requirements, it shall notify Funding Recipient in writing of the change(s).
16. **DISBURSEMENT.** Following the review of each invoice, State will disburse to Funding Recipient the amount approved, subject to the availability of funds through normal State processes and to provisions as specified in this Project Agreement. Notwithstanding any other provision of this Project Agreement, no disbursement shall be required at any time or in any manner which is in violation of, or in conflict with, federal or state laws, rules, or regulations, or which may require any rebates to the federal government, or any loss of tax-free status on State bonds, pursuant to any federal statute or regulation. Any and all money disbursed to Funding Recipient under this Project Agreement and any and all interest earned by Funding Recipient on such money shall be used solely to pay Eligible Project Costs.
17. **WITHHOLDING OF FUNDING DISBURSEMENT BY STATE.** From each disbursement of funds for Eligible Project Costs, with the exception of funds disbursed for Real Estate Capital Outlay Costs, the State shall withhold five percent (5%) of the State share until the Project Element of the Project for which the payment is made is completed or, if the work on a particular Project Element is further divided into Project Features, until the work on a Project Feature is completed and, with respect to Phase II work, the Funding Recipient has executed an Assurance Agreement between CVFPB and the Funding Recipient (Exhibit D). A Project, Project Element, or Project Feature shall not be considered completed until the requirements of Exhibit H have been met to the satisfaction of the State. Among these requirements are: (1) the work on such

Project, Project Element, or Project Feature has been completed to the State's satisfaction; (2) a Final Statement of Costs has been submitted for Eligible Project Costs for the Project, Project Element, or Project Feature; (3) as-built drawings satisfactory to the State have been submitted to the State; and (4) for a Project, Project Element, or Project Feature, Funding Recipient provides a certification of a Registered Civil Engineer that that portion of the Project has been built in compliance with the plans approved by the State pursuant to Paragraph 13.

If State determines that the Project is not being constructed substantially in accordance with the provisions of this Project Agreement, or that Funding Recipient has failed in any other respect to comply substantially with the provisions of this Project Agreement, and if Funding Recipient does not remedy any such failure to State's satisfaction, State may withhold from Funding Recipient all or any portion of the funding commitment and take any other action that it deems necessary to protect its interests. If the Funding Recipient must remedy a failure to comply, and the remedy increases Eligible Project Costs, the State may disallow payment of the State's share of the increase in Eligible Project Costs.

The Funding Recipient may request the early release of funds withheld pursuant to this provision in accordance with the requirements set forth in Exhibit G of this Project Agreement.

18. WITHHOLDING THE BALANCE OF FUNDING AMOUNT. Where a portion of the Funding Commitment has been disbursed to Funding Recipient and State notifies Funding Recipient of its decision not to release the balance of the funds withheld pursuant to Paragraph 17 (other than requests for early release of funds made by the Funding Recipient pursuant to Exhibit G), that portion that has been disbursed shall be repaid within 60 days with interest at the California general obligation bond interest rate with interest beginning to accrue at the time the State notifies the Funding Recipient of its decision. Refusal of Funding Recipient to repay within 60 days may, at the option of State, be considered a material breach of this Agreement and treated as default under Paragraph 20.

19. WITHHOLDING THE ENTIRE FUNDING AMOUNT. If State notifies Funding Recipient of its decision to withhold the entire funding amount pursuant to Paragraph 17, this Project Agreement shall terminate and the State shall no longer be required to provide funds under this Project Agreement.

20. DEFAULT PROVISIONS AND DISPUTE RESOLUTION.

a) Events of Default. Funding Recipient will be in default under this Project Agreement if any of the following occur:

- 1) Material breach of this Project Agreement, including any supplement or amendment to it, or any other agreement between Funding Recipient and State evidencing or securing Funding Recipient's obligations;
- 2) Making any false warranty, representation, or statement with respect to this Project Agreement or the application filed to obtain this Project Agreement; or
- 3) Failure to make any remittance required by this Project Agreement.

b) Consequences of Default. Should an event of default occur, State shall provide a notice of default to the Funding Recipient. If the Funding Recipient fails to cure the default within the time prescribed by the State, which shall be no less than 10 days from the notice of default, State may do any or all of the following:

- 1) Cancel the Project Agreement.
- 2) Complete the Project using its own resources.



- 3) Contract with the current or any other contractor to complete the Project.
- 4) Require that the Funding Recipient return all or a portion of state funds, with interest at the State Surplus Money Investment Fund rate at the time of default, accruing from the date the funds were provided.

c) Dispute Resolution.

Any claim that Funding Recipient may have regarding the performance of this Project Agreement, including but not limited to claims for an extension of time, shall be submitted in writing to the Program Manager at the Department of Water Resources, within thirty (30) calendar days of Funding Recipient's knowledge of the claim. State and Funding Recipient shall then attempt to negotiate a good faith resolution of such claim and process an Amendment to the Project Agreement to implement the terms of any such resolution, if deemed necessary by the parties.

Before either party to this Project Agreement may bring suit in any court concerning an issue relating to this Project Agreement, that party must first seek in good faith to resolve the issue through negotiation or other forms of nonbinding alternative dispute resolution mutually acceptable to the parties. Any costs of dispute resolution shall be shared evenly by the parties. Except as specifically provided in this Project Agreement, the existence of a dispute shall not excuse the parties from performance pursuant to this Project Agreement.

In the event State finds it necessary to enforce any provision of this Project Agreement in a court of law, Funding Recipient agrees to pay all costs incurred by State including, but not limited to, reasonable attorneys' fees, legal expenses, and costs.

21. RESERVED.

22. SUBMISSION OF INFORMATION BY THE FUNDING RECIPIENT.

- a) Overall Work Plans: The forms of Overall Work Plan, Budget, and Schedule for the Project are included as Exhibit A to this Project Agreement.
- b) Quarterly Work Plans: The Funding Recipient shall submit Quarterly Work Plans consistent with the Overall Work Plan for the term of this Project Agreement. Within seven (7) days of the effective date of this Project Agreement, the Funding Recipient shall submit its first Quarterly Work Plan for the time period between the effective date of the Project Agreement and the end of that calendar quarter and then quarterly thereafter. Each Quarterly Work Plan will include detailed information regarding the work to be performed during the quarter, the projected budget for this work (broken down to show individual items and tasks), and the expected monthly schedule. Except for the first Quarterly Work Plan, the Funding Recipient will submit Quarterly Work Plans at least forty-five days before the work covered by the plan is scheduled to begin. Exhibit C, Quarterly Work Plan and Report Formats, provides an example template for the Quarterly Work Plan.
- c) Quarterly Progress Reports: Funding Recipient shall submit progress reports on the status of the Project to State. Progress reports shall be filed quarterly. No later than 60 days after the time period covered by a Quarterly Work Plan, the Funding Recipient shall submit a Quarterly Progress Report for the time period covered by the Quarterly Work Plan. The submittal and approval of these reports is a requirement for continued disbursement of State funds. Quarterly Progress reports shall summarize the work completed during the reporting period, include a statement of construction progress compared to the Project schedule, and provide a comparison of costs to date compared to the approved scope of work and Project budget as well as evidence the Funding Recipient will have sufficient funds to pay its share of the Eligible Project Costs required to complete the Project. The reports shall include total interest earned to date on State funds, and any lease credits due to the State from lease agreements, if any. Exhibit C,

Quarterly Work Plan and Report Formats, provides an example report template. The Funding Recipient may request in writing that the State grant permission to combine the Quarterly Progress Report required by this paragraph with other reports required by this Project Agreement and the State may, at its sole discretion, approve such a request.

- d) Project Completion Report: Funding Recipient shall submit a Project Completion Report within ninety (90) calendar days of completion of all tasks associated with the Project. The Final Project Report shall include a description of actual work done, a final schedule showing actual progress versus planned progress, copies of any final documents or reports generated or utilized during the Project and three sets of as-built drawings. The Project Completion Report shall also include certification of final Project by a Registered Civil Engineer, consistent with Exhibit B, Paragraph B-8 of this Project Agreement. Exhibit H, provides further information regarding what the report is to contain.
- e) Reserved.
- f) Reserved.
- g) Compliance with Executive Order S-02-07: At the sole discretion of the State, the State may modify the requirements for preparation and submittal of work plans and reports called for in this Project Agreement in order to improve administration of the DMP or ensure compliance with the Governor's Executive Order on accountability for bond funds, Executive Order S-02-07, or other legal requirements.
- h) Flood Risk Resolution: Funding Recipient has acknowledged the current Level of Protection and flood risk through a resolution or resolutions adopted and signed by the governing bodies of all affected cities or counties and other agencies with flood management responsibilities located in the areas protected by their proposed projects. Funding Recipient has provided copies of the resolution or resolutions to the State. The Funding Recipient acknowledges that each resolution provides that any subsequent resolutions that would modify or rescind the resolution must be first approved by the State. Funding Recipient agrees that it shall provide any subsequent resolution for approval by the State no less than thirty (30) days before the resolution is acted upon by the governing body of the affected city or county or other agency with flood management responsibilities. State agrees that it shall not unreasonably withhold approval of a resolution acknowledging flood risk.

### 23. RESERVED.

OPERATION, MAINTENANCE, REPAIR, REHABILITATION AND REPLACEMENT (PHASE II ONLY). All provisions of this section 24 will apply if Phase II work is to be undertaken by Funding Recipient. If no Phase II work is to be undertaken by Funding recipient this section shall have no force or effect. Prior to requesting funds for Phase II work, Funding Recipient agrees that it will execute an Assurance Agreement with CVFPB or a successor thereto, in substantially the form of Exhibit D to this Project Agreement, which sets forth the obligations of the Funding Recipient to do the OMRR&R work for Phase II of the Project. Phase II funding is contingent upon execution of an Assurance Agreement by Funding Recipient. Refusal of Funding Recipient to execute an Assurance Agreement in substantially the form of Exhibit D prior to requesting funding for Phase II, or failure to do the OMRR&R work in accordance with the Assurance Agreement may, at the option of State, be considered a breach of this Project Agreement and may be treated as default under Paragraph 20.

If the Funding Recipient is not currently the entity responsible for OMRR&R of the associated federally authorized project, the Funding Recipient may, with the prior written approval of Department, satisfy the requirement to execute an Assurance Agreement by providing to Department evidence satisfactory to the Department that the entity(ies) currently responsible for OMRR&R of the associated federally authorized project has executed an Assurance Agreement for Phase II work in substantially the form of Exhibit D of this Project Agreement. Department's decision to accept satisfaction of the Assurance Agreement requirement of this Project Agreement by a local agency(ies) other than Funding Recipient shall be made

in Department's sole discretion and shall be based upon, among other things, demonstration that such local agency(ies) have satisfactorily performed existing OMRR&R duties.

24. PERMITS, LICENSES, APPROVALS, AND LEGAL OBLIGATIONS. Funding Recipient shall be responsible for obtaining any and all permits, licenses, and approvals required for performing any work under this Project Agreement, including those necessary to perform design, construction, or OMRR&R for the Project. Funding Recipient shall be responsible for observing and complying with all applicable federal, state and local laws, rules or regulations affecting any such work, specifically those including environmental, procurement and safety laws, rules, regulations, and ordinances. Upon request by State, Funding Recipient shall provide copies of permits and approvals.

Without limiting the foregoing, Funding Recipient will be required to keep informed of and take all measures necessary to ensure compliance with applicable California Labor Code requirements, including Section 1720 *et seq.* of the California Labor Code regarding public works, limitations on use of volunteer labor (California Labor Code Section 1720.4), labor compliance programs (California Labor Code Section 1771.5) and payment of prevailing wages for work done and funded pursuant to this agreement, including any payments to the Department of Industrial Relations under Labor Code Section 1771.3.

25. PROGRAM AND PROJECT MANAGERS. Either party may change its Program or Project Manager upon written notice to the other party.
- a) The State Program Manager shall be the Chief, Division of Flood Management, Department of Water Resources. State Program Manager shall be State's representative and shall have the authority to make determinations and findings with respect to each controversy arising under or in connection with the interpretation, performance, or payment of work performed under the Project Agreement. The State Program Manager may delegate any task to the State Project Manager. Correspondence to the State Program Manager will be directed to:

**Mr. Mark R. List**  
**DMP Program Manager**  
**Department of Water Resources**  
**P.O. Box 219000**  
**Sacramento, CA 95821-9000**  
**(916) 574-0319**  
**Mark.List@water.ca.gov**

- b) The Funding Recipient's Program Manager shall be **General Manager**. Funding Recipient's Program Manager shall be the Agency's representative for the administration of the Project Agreement and shall have full authority to act on behalf of the Agency, including authority to execute all payment requests. The Funding Recipient's Program Manager may delegate tasks to the Funding Recipient's Project Manager. Correspondence to the Funding Recipient's Program Manager will be directed to:



26. NOTICES. Any notice, demand, request, consent, or approval that either party desires or is required to give to the other party under this Project Agreement shall be in writing to Project Manager. Notices may be sent by any of the following means: (i) by delivery in person; (ii) by certified U.S. mail, postage prepaid; (iii) by "overnight" delivery service; provided that next-business-day delivery is requested by the sender; or (iv) by electronic means followed by submittal of a hard copy. Notices delivered in person will be deemed

effective immediately on receipt (or refusal of delivery or receipt). Notices sent by U.S. mail will be deemed effective five (5) business days after the date deposited with the U.S. Postal Service. Notices sent by overnight delivery service will be deemed effective one business day after the date deposited with the delivery service. Notices sent by electronic means will be effective on the date of successful transmission, which is documented in writing. Either party may, by written notice to the other, change its Program or Project Manager or designate a different address that shall be substituted for the one identified in Paragraph 26.

27. INCORPORATION OF EXHIBITS. This Project Agreement incorporates:

- Exhibit A, Overall Project Work Plan, Budget, and Schedule
- Exhibit B, Standard Conditions
- Exhibit C, Quarterly Work Plan and Report Formats
- Exhibit D, Operation and Maintenance Agreement
- Exhibit D-1, Standard Conditions
- Exhibit, D-2 Resolution Accepting Standard Conditions Template
- Exhibit E, Resolution Accepting Funds Template
- Exhibit F, Reserved
- Exhibit G, Early Partial Release of Certain Withheld Funds
- Exhibit H, Project or Element/Feature Closeout
- Exhibit I, State Audit Document Requirements and Funding Guidelines for Funding Recipients

28. MODIFICATION OF OVERALL WORK PLAN. After the Project Agreement is executed, Department will consider approving or requiring changes to the work plan due to circumstances that were not reasonably foreseeable at the time the Project Agreement was executed. Department will allow non-material changes to be made to the work plan without formally amending the Project Agreement. Non-material changes include:

- Changes to the design plans if, at the sole discretion of Department, Department determines changes will improve the project design and will not result in a budget revision or an increase in the overall schedule beyond the term of the Project Agreement.
- Changes to portions of the work plan concerning budget that would not result in an increase to the state's funding commitment.
- Changes to the work plan's project schedule that do not extend the term of the Project Agreement.

If the Funding Recipient and the State agree to a material change with respect to the Overall Work Plan that decreases the Project cost there shall be proportionate reduction in the maximum amount payable by the State.

If the State Program Manager approves a material change pursuant to the provisions of this paragraph, the Funding Recipient shall include information regarding the material change in the reports required by this Project Agreement. Within a reasonable time after the material change is approved, the State and the Funding Recipient shall also formally amend this Project Agreement to reflect the material change.

29. RESERVED.

30. RESERVED.

31. FUNDING RECIPIENT COMMITMENTS. Funding Recipient accepts and agrees to comply with all terms, provisions, conditions, and commitments of this Project Agreement, including all incorporated documents,

and to fulfill all assurances, declarations, representations, and statements made by Funding Recipient in the application, documents, amendments, and communications filed in support of its request for financing.

IN WITNESS WHEREOF, the parties hereto have executed this Project Agreement as of \_\_\_\_\_, 2017.

**State of California  
Department of Water Resources**

By \_\_\_\_\_

Name Eric Koch

Title Chief, Division of Flood Management

Date \_\_\_\_\_

Approved as to Legal Form  
And Sufficiency

By \_\_\_\_\_

Name Robin E. Brewer

Title Asst. Chief Counsel

Date \_\_\_\_\_

**American River Flood Control District**

By \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

Approved as to Legal Form  
And Sufficiency

By \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

Exhibit A  
OVERALL PROJECT WORK PLAN, BUDGET, AND SCHEDULE

The Overall Work Plan is organized as follows:

ARTICLE A-1. OVERALL PROJECT WORK PLAN

ARTICLE A-1-A. OVERALL PROJECT BUDGET

ARTICLE A-1-B. OVERALL PROJECT SCHEDULE

## ARTICLE A-1. OVERALL PROJECT WORK PLAN

### General Description:

Deferred Maintenance Project includes inspection and repair of levee penetrations based on a two phase approach. The funding recipient (American River Flood Control District) is the Project lead under DWR oversight. Under Phase-I, the funding recipient (ARFCD) will evaluate the identified levee penetrations using video inspections and submit results to DWR. DWR will review the phase-I deliverables and prepare a Pipe Rehabilitation Plan (PRP) for the respective leveed area(s), which will include a preferred rehabilitation alternative(s) and preliminary cost-estimate(s). Upon execution of an Assurance Agreement between American River Flood Control District (ARFCD) and the Central Valley Flood Protection Board, DWR will issue a notice to proceed to ARFCD for the Phase -II work. Under Phase -II, the funding recipient will implement remedial actions identified in the PRP for the levee penetrations falling under funding recipient's jurisdiction.

### Phase -I Evaluation of Levee Penetrations:

Under the phase-1 work, for the levee penetrations listed in table A-1, the following tasks shall be performed:

- Provide access for video equipment
- Clean and prepare the pipe for video inspection
- Perform video inspection fully compliant to the National Association of Sewer Service Companies (NASSCO), Pipeline Assessment Certification Program (PACP), version 7.02 or later, by a NASSCO PACP certified professional with a minimum three years of experience, in lead position, performing CCTV inspection, evaluation, and rating of pipes per NASSCO PACP.
- Rate the pipe internal condition fully compliant to NASSCO PACP Version 7.02 or later

### Deliverables Phase – I:

In addition to the Quarterly Work Plans, Progress Reports, and Statement of Costs with back up invoices from subcontractors for all reimbursement requests as indicated in the Project Agreement following items must be submitted to DWR for Phase-I work:

1. Pipe inspection videos (MP4 format and original format)
2. Pipe internal condition rating reports in electronic formats (PDF and native format)
3. Submit video inspection reports pdf and two hard copies (Results and all electronic data such as still pictures, defect codes, stationing logs, gps coordinates, etc.)

## ARTICLE A-1. OVERALL PROJECT WORK PLAN (Contd.)

**Table A-1: Phase 1 - Eligible penetrations  
 American River Flood Control District (ARFCD)**

LMA	Unit	Levee Mile	UCIP_DS_ID	Latitude	Longitude	Inspection Task Category	Estimated Inspection Cost
NA0001	6	0.387	24090	38.591048	-121.505339	1	\$1,000.00
NA0001	6	0.018	24092	38.65739993	-121.4744549	4	\$4,000.00
NA0001	6	0.612	24095	38.659668	-121.464136	4	\$4,000.00
NA0001	1	1.053	24096	38.66236	-121.45701	4	\$4,000.00
NA0001	1	1.228	24250	38.625182	-121.447154	4	\$4,000.00
NA0001	1	1.299	24253	38.625628	-121.445995	4	\$4,000.00
NA0001	1	1.368	24254	38.626093	-121.444853	4	\$4,000.00
NA0001	1	1.578	24255	38.627241	-121.441465	1	\$1,000.00
NA0001	1	1.778	24256	38.627936	-121.437982	1	\$1,000.00
NA0001	1	1.968	24257	38.627503	-121.434547	4	\$4,000.00
NA0001	3	1.952	24259	38.627568	-121.434815	1	\$1,000.00
NA0001	4	1.893	24295	38.59605	-121.449521	4	\$4,000.00
NA0001	4	0.399	24303	38.600436	-121.502058	1	\$1,000.00
NA0001	4	0.922	24305	38.601656	-121.492639	1	\$1,000.00
NA0001	4	4.578	24314	38.58115	-121.43709	4	\$4,000.00
NA0001	4	4.647	24315	38.580993	-121.435842	4	\$4,000.00
NA0001	4	9.305	24322	38.566686	-121.374807	4	\$4,000.00
NA0001	4	9.502	24324	38.567038	-121.371233	4	\$4,000.00
NA0001	4	10.627	24325	38.568324	-121.352903	1	\$1,000.00
NA0001	4	2.823	24328	38.587383	-121.464951	4	\$4,000.00
NA0001	4	3.192	24330	38.588601	-121.458503	1	\$1,000.00
NA0001	4	3.577	24331	38.58949	-121.45174	1	\$1,000.00
NA0001	4	3.847	24336	38.586893	-121.44812	1	\$1,000.00
NA0001	4	6.076	24338	38.5685122	-121.4240892	1	\$1,000.00
NA0001	4	6.113	24339	38.567982	-121.423962	4	\$4,000.00
NA0001	4	6.574	24341	38.56168793	-121.4212984	1	\$1,000.00
NA0001	4	4.61	24345	38.581103	-121.436516	4	\$4,000.00
NA0001	4	2.615	24347	38.58876	-121.46836	4	\$4,000.00
NA0001	4	3.963	24348	38.585738	-121.446559	4	\$4,000.00
NA0001	6	6.774	24349	38.55945	-121.41896	1	\$1,000.00
NA0001	6	1.073	24350	38.662354	-121.456642	4	\$4,000.00
NA0001	6	1.083	24351	38.662352	-121.456458	4	\$4,000.00
NA0001	6	0.193	24352	38.65728	-121.471229	4	\$4,000.00
NA0001	6	0.392	24353	38.658379	-121.467832	4	\$4,000.00
NA0001	6	0.836	24354	38.661156	-121.460475	1	\$1,000.00



ARTICLE A-1. OVERALL PROJECT WORK PLAN (Contd.)

Table A-1 (Contd.)							
LMA	Unit	Levee Mile	UCIP_DS_ID	Latitude	Longitude	Inspection Task Category	Estimated Inspection Cost
NA0001	6	1.123	24355	38.662341	-121.455722	4	\$4,000.00
NA0001	7	1.232	24356	38.662312	-121.453698	4	\$4,000.00
NA0001	7	1.26	24368	38.625871	-121.447187	1	\$1,000.00
NA0001	7	1.334	24370	38.626321	-121.445964	1	\$1,000.00
NA0001	7	1.468	24371	38.627201	-121.44379	1	\$1,000.00
NA0001	7	1.603	24372	38.627738	-121.44147	1	\$1,000.00
NA0001	7	1.72	24373	38.628108	-121.439471	1	\$1,000.00
NA0001	7	1.769	24374	38.628248	-121.438598	4	\$4,000.00
NA0001	7	1.834	24375	38.628381	-121.437412	1	\$1,000.00
NA0001	7	1.894	24376	38.628279	-121.436308	1	\$1,000.00
NA0001	7	0.961	24378	38.625772	-121.452664	4	\$4,000.00
NA0001	8	1.768	24379	38.62830094	-121.4386137	1	\$1,000.00
NA0001	8	0.009	24380	38.667968	-121.447288	4	\$4,000.00
NA0001	8	1.399	24384	38.660913	-121.4299	4	\$4,000.00
NA0001	8	0	24386	38.667929	-121.44746	4	\$4,000.00
NA0001	8	0.864	24387	38.667123	-121.432748	4	\$4,000.00
NA0001	8	0.1	24388	38.668275	-121.445726	4	\$4,000.00
NA0001	8	0.117	24389	38.668274	-121.445426	4	\$4,000.00
NA0001	9	0.413	24390	38.66814	-121.440004	1	\$1,000.00
NA0001	9	1.291	24394	38.562285	-121.405265	1	\$1,000.00
NA0001	9	2.223	24397	38.564663	-121.420059	4	\$4,000.00
NA0001	9	2.576	24401	38.569682	-121.42126	4	\$4,000.00
NA0001	9	3.681	24406	38.58431649	-121.4209349	1	\$1,000.00
NA0001	9	3.742	24409	38.584908	-121.421789	1	\$1,000.00
NA0001	10	1.488	24411	38.56177	-121.40886	4	\$4,000.00
NA0001	10	0.942	24413	38.587989	-121.336773	1	\$1,000.00
NA0001	2	3.879	24414	38.567947	-121.38277	4	\$4,000.00
NA0001	2	0.488	24422	38.608022	-121.467116	4	\$4,000.00
NA0001	2	1.244	24478	38.618875	-121.467562	1	\$1,000.00
NA0001	2	1.492	24479	38.622404	-121.468248	4	\$4,000.00
NA0001	2	1.759	24480	38.626237	-121.468983	4	\$4,000.00
NA0001	2	1.961	24481	38.629129	-121.469556	2	\$1,600.00
NA0001	2	2.225	24482	38.632911	-121.470255	4	\$4,000.00
NA0001	2	2.492	24483	38.636746	-121.470981	4	\$4,000.00
NA0001	2	2.87	24484	38.642162	-121.472041	1	\$1,000.00
NA0001	2	3.225	24485	38.647254	-121.472976	4	\$4,000.00

## ARTICLE A-1. OVERALL PROJECT WORK PLAN (Contd.)

Table A-1 (Contd.)							
LMA	Unit	Levee Mile	UCIP_DS_ID	Latitude	Longitude	Inspection Task Category	Estimated Inspection Cost
NA0001	2	3.532	24486	38.651655	-121.473824	4	\$4,000.00
NA0001	3	3.878	24487	38.656622	-121.474785	4	\$4,000.00
NA0001	4	2.075	24489	38.596274	-121.452848	4	\$4,000.00
NA0001	4	1.474	24491	38.599767	-121.482797	4	\$4,000.00
NA0001	4	1.894	24492	38.595716	-121.477325	1	\$1,000.00
NA0001	4	2.751	24493	38.587743	-121.466199	4	\$4,000.00
NA0001	4	3.391	24494	38.589606	-121.455056	1	\$1,000.00
NA0001	4	4.735	24496	38.580753	-121.434247	4	\$4,000.00
NA0001	4	6.53	24497	38.562207	-121.421802	4	\$4,000.00
NA0001	4	8.513	24499	38.563742	-121.388832	4	\$4,000.00
NA0001	4	9.07	24500	38.566161	-121.37906	4	\$4,000.00
NA0001	4	9.258	24501	38.566693	-121.375677	4	\$4,000.00
NA0001	4	9.477	24502	38.566956	-121.371675	4	\$4,000.00
NA0001	4	9.778	24503	38.567995	-121.366287	4	\$4,000.00
NA0001	5	9.784	24504	38.568023	-121.366165	4	\$4,000.00
NA0001	5	0.022	24505	38.596157	-121.506856	4	\$4,000.00
NA0001	5	0.246	24507	38.592998	-121.506062	4	\$4,000.00
NA0001	5	0.244	24508	38.592998	-121.506062	4	\$4,000.00
NA0001	5	0.248	24509	38.592998	-121.506062	4	\$4,000.00
NA0001	5	0.242	24510	38.592998	-121.506062	4	\$4,000.00
NA0001	5	0.245	24511	38.592998	-121.506062	4	\$4,000.00
NA0001	5	0.247	24512	38.592998	-121.506062	4	\$4,000.00
NA0001	6	0.249	24513	38.592998	-121.506062	4	\$4,000.00
NA0001	9	1.093	24514	38.662349	-121.456274	4	\$4,000.00
NA0001	10	2.512	24515	38.568767	-121.421178	4	\$4,000.00
NA0001	8	3.79	24518	38.568265	-121.381196	4	\$4,000.00
NA0001	4	0.431	24523	38.668129	-121.439666	4	\$4,000.00
NA0001	5	1.475	24527	38.599767	-121.482797	4	\$4,000.00
NA0001	5	0.195	24557	38.59367	-121.50629	4	\$4,000.00
NA0001	1	0.25	24564	38.592998	-121.506062	4	\$4,000.00
NA0001	1	1.3	24575	38.625628	-121.445995	4	\$4,000.00
NA0001	1	1.275	24576	38.6255	-121.44639	4	\$4,000.00
NA0001	4	1.276	24577	38.6255	-121.44639	4	\$4,000.00
NA0001	4	6.531	24585	38.562207	-121.421802	4	\$4,000.00
NA0001	4	6.532	24586	38.562207	-121.421802	4	\$4,000.00
NA0001	4	6.775	24595	38.55945	-121.41896	1	\$1,000.00

ARTICLE A-1. OVERALL PROJECT WORK PLAN (Contd.)

Table A-1 (Contd.)							
LMA	Unit	Levee Mile	UCIP_DS_ID	Latitude	Longitude	Inspection Task Category	Estimated Inspection Cost
NA0001	4	6.575	24599	38.56168276	-121.4212932	1	\$1,000.00
NA0001	4	6.576	24600	38.56167774	-121.4212869	1	\$1,000.00
NA0001	4	6.577	24601	38.56166737	-121.4212774	1	\$1,000.00
NA0001	4	6.578	24602	38.5616661	-121.42127	1	\$1,000.00
NA0001	4	6.579	24603	38.56165	-121.421261	1	\$1,000.00
NA0001	4	0.663	24624	38.601502	-121.497407	4	\$4,000.00
NA0001	3	1.895	24625	38.595716	-121.477325	1	\$1,000.00
NA0001	2	2.427	24627	38.595386	-121.459167	4	\$4,000.00
NA0001	4	0.356	24798	38.606204	-121.467817	1	\$1,000.00
NA0001	4	2.769	24805	38.587629	-121.465905	4	\$4,000.00
NA0001	4	4.611	24808	38.581101	-121.436502	4	\$4,000.00
NA0001	4	4.612	24809	38.581092	-121.436466	4	\$4,000.00
NA0001	4	4.613	24810	38.581087	-121.436449	4	\$4,000.00
NA0001	6	4.614	24811	38.581082	-121.436431	4	\$4,000.00
NA0001	9	0.751	24812	38.660518	-121.461826	1	\$1,000.00
NA0001	9	3.683	24817	38.584344	-121.420968	1	\$1,000.00
NA0001	11	3.685	24818	38.584355	-121.420989	1	\$1,000.00
NA0001	11	0.083	24823	38.662976	-121.456464	1	\$1,000.00
NA0001	12	0.518	24826	38.667108	-121.450827	1	\$1,000.00
NA0001	12	0.823	24827	38.577182	-121.342295	1	\$1,000.00
NA0001	1	0.067	24831	38.570894	-121.353571	1	\$1,000.00

**Total: \$371,600.00**

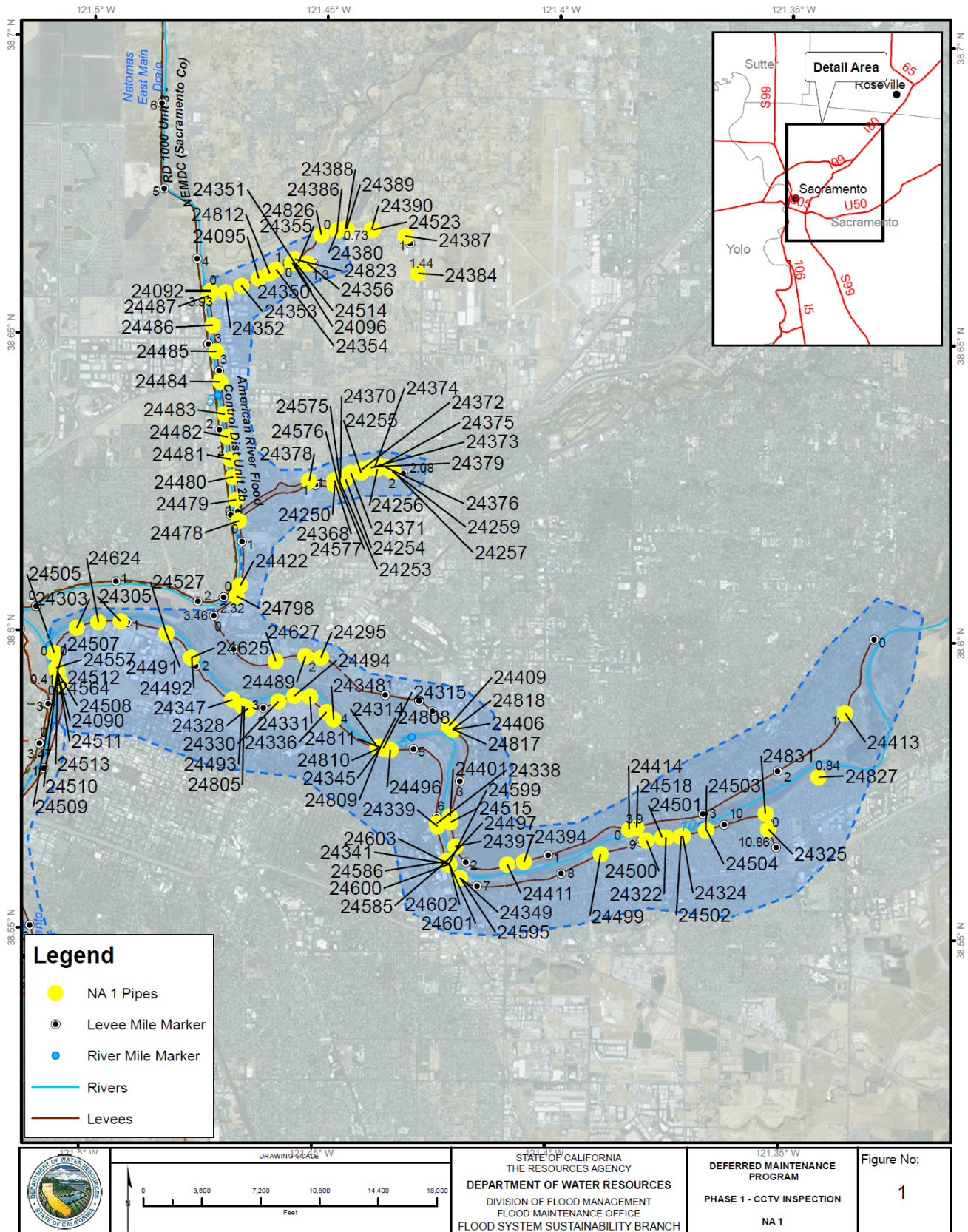
## ARTICLE A-1. OVERALL PROJECT WORK PLAN (Contd.)

### Inspection Task Category Explanation

<b>Category</b>	<b>Cost</b>	<b>Description</b>
(1)	\$1,000	Pipe location is known and the ends are clear: Clean + video inspect
(2)	\$1,600	Pipe location is verified but the ends are obscured. Pipe may contain up to half-depth of silt: Pothole/desilt + clean + video inspect
(3)	\$2,400	Pipe may be filled with flowing or stagnant water and the ends may be submerged: Divert flow + clean + video inspect
(4)	\$4,000	Pipe existence and location is not definitively known. Reasonable effort is needed to either locate the pipe or verify its non-existence: Locate + pothole/desilt + clean + video inspect

Note: If the LMA believes this list is inaccurate or incomplete, please contact the DMP project manager.

## ARTICLE A-1. OVERALL PROJECT WORK PLAN (Contd.)



## ARTICLE A-1. OVERALL PROJECT WORK PLAN (Contd.)

### **Phase – II Pipe Rehabilitation Works:**

Upon receipt of evaluation reports of Phase – I work from ARFCD, DWR will prepare a Pipe Rehabilitation Plan (PRP) addressing the rehabilitation needs, priority, and funding eligibility for repairs for the area(s) maintained by ARFCD. Subject to execution of an Assurance Agreement between American River Flood Control District and the Central Valley Flood Protection Board, DWR will issue a notice to proceed for the eligible works under Phase -II of the DMP.

Following tasks shall be performed for the authorized work under Phase – II:

1. Prepare engineering design, secure applicable environmental and regulatory clearances, and construct the repairs.
2. Incorporate the rehabilitated facility into the Operation and Maintenance manuals, and submit project close-out report.

## ARTICLE A-1-A. OVERALL PROJECT BUDGET

### American River Flood Control District (ARFCD)

Item No.	Description	Quantity	Unit	Unit Price	Amount
	<b>Phase 1: Video Inspection of Pipes</b>				
1	Video Inspection				
i	Pipe location known and ends are clear	46	each	\$1,000	\$46,000
ii	Pipe location verified but ends are obscured	1	each	\$1,600	\$1,600
iii	Pipe may be filled with stagnant water and the ends may be submerged	0	each	\$2,400	\$0
iv	Pipe location and existence is unknown: locate pipe or verify its non-existence. Locate + pothole/desilt + clean + video inspect	81	each	\$4,000	\$324,000
<b>Subtotal Item No 1:</b>					<b>\$371,600</b>
2	Administration				\$18,600
3	Project Management				\$18,600
4	Contingency			15%	\$55,740
<b>Subtotal Phase 1:</b>					<b>\$464,540</b>
	<b>Phase 2: Remediation</b>				
5	Removal and Replacement of Damaged Pipe	TBD	each	\$220,000	TBD
6	Remove	TBD	each	\$125,000	TBD
7	Abandon In Place	TBD	each	\$60,000	TBD
8	Slipline	TBD	each	\$50,000	TBD
9	Environmental and regulatory compliance cost		LS		TBD
<b>Subtotal Phase 2:</b>					<b>TBD</b>
Subtotal (Phase 1 and Phase 2)					\$464,540
<b>Total Project Cost</b>					<b>\$464,540</b>





## Exhibit B STANDARD CONDITIONS

B-1 GOVERNING LAW: This Project Agreement is governed by and shall be interpreted in accordance with the laws of the State of California.

B-2 TIMELINESS: Time is of the essence in this Project Agreement.

B-3 AMENDMENT: This Project Agreement may be amended at any time by mutual agreement of the Parties, except insofar as any proposed amendments are in any way contrary to applicable law. Requests by the Funding Recipient for amendments must be in writing stating the amendment request and the reason for the request. State shall have no obligation to agree to an amendment.

B-4 SUCCESSORS AND ASSIGNS: This Project Agreement and all of its provisions shall apply to and bind the successors and assigns of the parties. No assignment or transfer of this Project Agreement or any part thereof, rights hereunder, or interest herein by the Funding Recipient shall be valid unless and until it is approved by State and made subject to such reasonable terms and conditions as State may impose.

B-5 AUDITS: State reserves the right to conduct an audit at any time between the execution of this Project Agreement and the completion of the Project, with the costs of such audit borne by State. After completion of the Project, State may require Funding Recipient to conduct a final audit to State's specifications, at Funding Recipient's expense, such audit to be conducted by and a report prepared by an independent Certified Public Accountant. Failure or refusal by Funding Recipient to comply with this provision shall be considered a breach of this Project Agreement, and State may elect to pursue any remedies provided in Paragraph 20 of the Project Agreement or take any other action it deems necessary to protect its interests.

Pursuant to Government Code Section 8546.7, the Funding Recipient shall be subject to the examination and audit of State for a period of three years after final payment under this Project Agreement with respect of all matters connected with this Project Agreement, including but not limited to, the cost of administering this Project Agreement. All records of Funding Recipient or subcontractors shall be preserved for this purpose for at least three (3) years after Project completion.

B-6 ACCOUNTING AND DEPOSIT OF FUNDING DISBURSEMENT:

- a) Separate Accounting of Funding Disbursements and Interest Records: Funding Recipient shall account for the money disbursed pursuant to this Project Agreement separately from all other Funding Recipient funds. Funding Recipient shall maintain audit and accounting procedures that are in accordance with generally accepted accounting principles and practices, consistently applied. Funding Recipient shall keep complete and accurate records of all receipts, disbursements, and interest earned on expenditures of such funds. Funding Recipient shall require its contractors or subcontractors to maintain books, records, and other documents pertinent to their work in accordance with generally accepted accounting principles and practices. Records are subject to inspection by State at any and all reasonable times.
- b) Disposition of Money Disbursed: All money disbursed pursuant to this Project Agreement shall be deposited, administered, and accounted for pursuant to the provisions of applicable law.
- c) Remittance of Unexpended Funds: Funding Recipient shall remit to State any unexpended funds that were disbursed to Funding Recipient under this Project Agreement and were not used to pay Eligible Project Costs within a period of sixty (60) calendar days from the final disbursement from State to Funding Recipient of funds or, within thirty (30) days of the expiration of the Project Agreement, whichever comes first.

B-7 COMPETITIVE BIDDING AND PROCUREMENTS: Funding Recipient shall comply with all applicable laws and regulations regarding securing competitive bids and undertaking competitive negotiations in Funding Recipient's contracts with other entities for acquisition of goods and services and construction of public works with funds provided by State under this Project Agreement.

B-8 FINAL INSPECTIONS AND CERTIFICATION OF REGISTERED CIVIL ENGINEER: Upon completion of the Project, Funding Recipient shall provide for a final inspection and certification by a California Registered Civil Engineer that the Project has been completed in accordance with submitted final plans and specifications and any modifications thereto and in accordance with this Project Agreement. Funding Recipient shall notify the State's Project Manager of the inspection date at least 14 calendar days prior to the inspection in order to provide State the opportunity to participate in the inspection.

B-9 INSPECTIONS OF PROJECT BY STATE: State shall have the right to inspect the work being performed at any and all reasonable times during the term of the Project Agreement. This right shall extend to any subcontracts, and Funding Recipient shall include provisions ensuring such access in all its contracts or subcontracts entered into pursuant to its Project Agreement with State. State shall also have the right to inspect the Project under the terms set forth in the OMRR&R Agreement included as Exhibit D to this Project Agreement.

B-10 INSPECTION OF BOOKS, RECORDS, AND REPORTS: During regular office hours, each of the parties hereto and their duly authorized representatives shall have the right to inspect and to make copies of any books, records, or reports of either party pertaining to this Project Agreement or matters related hereto. Each of the parties hereto shall maintain and shall make available at all times for such inspection accurate records of all its costs, disbursements, and receipts with respect to its activities under this Project Agreement. Failure or refusal by Funding Recipient to comply with this provision shall be considered a breach of this Project Agreement, and State may withhold disbursements to Funding Recipient or take any other action it deems necessary to protect its interests, as provided in Paragraph 20 of the Project Agreement.

B-11 ACKNOWLEDGEMENT OF CREDIT: Funding Recipient shall include appropriate acknowledgement of credit to the State and to all cost-sharing partners for their support when promoting the Project or using any data and/or information developed under this Project Agreement. During construction of the Project, Funding Recipient shall install a sign at a prominent location which shall include a statement that the Project is financed under the California Disaster Preparedness and Flood Prevention Bond Act of 2006, Deferred Maintenance Project, administered by State of California, Department of Water Resources. Funding Recipient shall notify State that the sign has been erected by providing them with a site map with the sign location noted and a photograph of the sign.

B-12 TRAVEL: Travel includes the reasonable and necessary costs of transportation, subsistence, and other associated costs incurred by personnel during the term of this Project Agreement. Travel and per diem shall be reimbursed consistent with the rates current at the time of travel. These rates are published at <http://www.dpa.ca.gov/jobinfo/statetravel.shtm> or its successor website. For the purpose of computing such expenses, Funding Recipient's designated headquarters shall be: **165 Commerce Cir, Sacramento, CA 95815**. No travel outside the State of California shall be reimbursed unless prior written authorization is obtained from the State.

B-13 PROHIBITION AGAINST DISPOSAL OF PROJECT WITHOUT STATE PERMISSION: Funding Recipient shall not sell, abandon, lease, transfer, exchange, mortgage, hypothecate, or encumber in any manner whatsoever all or any portion of any real or other property necessarily connected or used in conjunction with the Project, or with Funding Recipient's service of water, without prior permission of State. Funding Recipient shall not take any action, including but not limited to actions relating to user fees, charges, and assessments that could adversely affect the ability of Funding Recipient meet its obligations under this Project Agreement, without prior written permission of State. State may require that the proceeds from the disposition of any real or personal property be remitted to State.

B-14 STATE TO BE HELD HARMLESS: : Funding Recipient shall indemnify and hold and save the State, its officers, agents, and employees, free and harmless from any and all liabilities for any claims and damages (including inverse condemnation) that may arise out of the Project and this Agreement, including, but not limited to any claims or damages arising from the planning, design, construction, maintenance and/or operation of levee rehabilitation measures for this Project and any breach of this Agreement. Funding Recipient shall require its contractors to name the State, its officers, agents, and employees as additional insureds on their liability insurance for activities undertaken pursuant to this Agreement.

B-15 NO THIRD PARTY RIGHTS: The parties to this Project Agreement do not intend to create rights in, or grant remedies to, any third party as a beneficiary of this Project Agreement, or of any duty, covenant, obligation or undertaking established herein.

B-16 OPINIONS AND DETERMINATIONS: Where the terms of this Project Agreement provide for action to be based upon, judgment, approval, review, or determination of either party hereto, such terms are not intended to be and shall never be construed as permitting such opinion, judgment, approval, review, or determination to be arbitrary, capricious, or unreasonable.

B-17 REMEDIES NOT EXCLUSIVE: The use by either party of any remedy specified herein for the enforcement of this Project Agreement is not exclusive and shall not deprive the party using such remedy of, or limit the application of, any other remedy provided by law.

B-18 SEVERABILITY: Should any portion of this Project Agreement be determined to be void or unenforceable, such shall be severed from the whole and the Project Agreement shall continue as modified.

B-19 WAIVER OF RIGHTS: None of the provisions of this Project Agreement shall be deemed waived unless expressly waived in writing. It is the intention of the parties here to that from time to time either party may waive any of its rights under this Project Agreement unless contrary to law. Any waiver by either party of rights arising in connection with the Project Agreement shall not be deemed to be a waiver with respect to any other rights or matters, and such provisions shall continue in full force and effect.

B-20 TERMINATION FOR CAUSE: Subject to the right to cure under Paragraph 20 of the Project Agreement, the State may terminate this Project Agreement and be relieved of any payments should Funding Recipient fail to perform the requirements of this Project Agreement at the time and in the manner herein provided including but not limited to reason of default under Paragraph 20 of the Project Agreement.

B-21 INDEPENDENT CAPACITY: Funding Recipient, and the agents and employees of Funding Recipients, in the performance of the Project Agreement, shall act in an independent capacity and not as officers, employees, or agents of the State.

B-22 CONFLICT OF INTEREST

- a) Current State Employees: No State officer or employee shall engage in any employment, activity, or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any State agency, unless the employment, activity, or enterprise is required as a condition of regular State employment. No State officer or employee shall contract on his or her own behalf as an independent contractor with any State agency to provide goods or services.
- b) Former State Employees: For the two-year period from the date he or she left State employment, no former State officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements, or any part of the decision-making process relevant to the contract while employed in any capacity by any State agency. For the twelve-month period from the date he or she left State employment, no former State officer or employee may enter into a contract with any State agency if he or she was employed by that State agency in a policy-making position in the same general subject area as the proposed contract within the twelve-month period prior to his or her leaving State service.
- c) Employees of the Funding Recipient: Employees of the Funding Recipient shall comply with all applicable provisions of law pertaining to conflicts of interest, including but not limited to any applicable conflict of interest provisions of the California Political Reform Act, California Government Code § 87100 *et seq.*
- d) Employees of and Consultants to the Funding Recipient: Individuals working on behalf of a Funding Recipient may be required by the Department to file a Statement of Economic Interests (Fair Political

Practices Commission Form 700) if it is determined that an individual is a consultant for Political Reform Act purposes.

B-23 WORKERS' COMPENSATION: Funding Recipient affirms that it is aware of the provisions of Section 3700 of the California Labor Code, which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and Funding Recipient affirms that it will comply with such provisions before commencing the performance of the work under this Project Agreement and will make its contractors and subcontractors aware of this provision.

B-24 AMERICANS WITH DISABILITIES ACT: By signing this Project Agreement, Funding Recipient assures State that it complies with the Americans with Disabilities Act (ADA) of 1990, (42 U.S.C., 12101 et seq.), which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA.

B-25 NONDISCRIMINATION CLAUSE: During the performance of this Project Agreement, Funding Recipient and its subcontractors shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (cancer), age (over 40), marital status, and denial of family care leave. Funding Recipient and subcontractors shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Funding Recipient and subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Government Code §12990 (a-f) et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this Agreement by reference and made a part hereof as if set forth in full. Funding Recipient and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.

Funding Recipient shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under the Project Agreement.

#### B-26 DRUG-FREE WORKPLACE CERTIFICATION

Certification of Compliance: By signing this Project Agreement, Funding Recipient, its contractors or subcontractors hereby certify, under penalty of perjury under the laws of State of California, compliance with the requirements of the Drug-Free Workplace Act of 1990 (Government Code 8350 et seq.) and have or will provide a drug-free workplace by taking the following actions:

- a) Publish a statement notifying employees, contractors, and subcontractors that unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited and specifying actions to be taken against employees, contractors, or subcontractors for violations, as required by Government Code Section 8355(a)(1).
- b) Establish a Drug-Free Awareness Program, as required by Government Code Section 8355(a)(2) to inform employees, contractors, or subcontractors about all of the following:
  1. The dangers of drug abuse in the workplace,
  2. Funding Recipient's policy of maintaining a drug-free workplace,
  3. Any available counseling, rehabilitation, and employee assistance programs, and
  4. Penalties that may be imposed upon employees, contractors, and subcontractors for drug abuse violations.
- c) Provide as required by Government Code Sections 8355(a)(3), that every employee, contractor, and/or subcontractor who works under this Project Agreement:

1. Will receive a copy of Funding Recipient's drug-free policy statement, and
2. Will agree to abide by terms of Funding Recipient's condition of employment, contract or subcontract.

Suspension of Payments: This Project Agreement may be subject to suspension of payments or termination, or both, and Funding Recipient may be subject to debarment if the State determines that:

- a) Funding Recipient, its contractors, or subcontractors have made a false certification, or
- b) Funding Recipient, its contractors, or subcontractors violates the certification by failing to carry out the requirements noted above.

B-27 UNION ORGANIZING: Funding Recipient, by signing this Project Agreement, hereby acknowledges the applicability of Government Code 16645 through 16649 to this Project Agreement. Furthermore, Funding Recipient, by signing this Project Agreement, hereby certifies that:

- a) No State funds disbursed by this Project Agreement will be used to assist, promote, or deter union organizing.
- b) Funding Recipient shall account for State funds disbursed for a specific expenditure by this Project Agreement to show those funds were allocated to that expenditure.
- c) Funding Recipient shall, where State funds are not designated as described in (b) above, allocate, on a pro rata basis, all disbursements that support the program.
- d) If Funding Recipient makes expenditures to assist, promote, or deter union organizing, Funding Recipient will maintain records sufficient to show that no State funds were used for those expenditures and that Funding Recipient shall provide those records to the Attorney General upon request.

B-28 BUDGET CONTINGENCY: If the Budget Act of the current year covered under this Project Agreement does not appropriate sufficient funds for the Deferred Maintenance Project, this Project Agreement shall be of no force and effect. This provision shall be construed as a condition precedent to the obligation of State to make any payments under this Project Agreement. In this event, State shall have no liability to pay any funds whatsoever to Funding Recipient or to furnish any other considerations under this Project Agreement and Funding Recipient shall not be obligated to perform any provisions of this Project Agreement. Nothing in this Project Agreement shall be construed to provide Funding Recipient with a right of priority for payment over any other Funding Recipient. If funding for any fiscal year after the current year covered by this Project Agreement is reduced or deleted by the Budget Act for purposes of this program, State shall have the option to either cancel this Project Agreement with no liability occurring to State, or offer a Project Agreement amendment to Funding Recipient to reflect the reduced amount.

B-29 COMPUTER SOFTWARE: Funding Recipient certifies that it has appropriate systems and controls in place to ensure that state funds will not be used in the performance of this Project Agreement for the acquisition, operation, or maintenance of computer software in violation of copyright laws.

B-30 DELIVERY OF INFORMATION, REPORTS, AND DATA: Funding Recipient agrees to expeditiously provide, during work on the Deferred Maintenance Project and throughout the term of this Project Agreement, such reports, data, information, and certifications as may be reasonably required by State.

B-31 RIGHTS IN DATA: Funding Recipient agrees that all data, plans, drawings, specifications, reports, computer programs, operating manuals, notes, and other written or graphic work produced in the performance of this Project Agreement shall be made available to the State and shall be in the public domain to the extent to which release of such materials is required under the California Public Records Act, Cal. Gov't Code §§ 6250 *et seq.* Funding Recipient may disclose, disseminate and use in whole or in part, any final form data and information received, collected, and developed under this Project Agreement, subject to appropriate acknowledgement of credit to State for financial support. Funding Recipient shall not utilize the materials for

any profit-making venture or sell or grant rights to a third party who intends to do so. The State shall have the right to use any data described in this paragraph for any public purpose.

**B-32 DISPOSITION OF EQUIPMENT:** Funding Recipient shall provide to State, not less than 30 days prior to submission of the final invoice, an itemized inventory of equipment purchased with funds provided by State. The inventory shall include all items with a current estimated fair market value of more than \$500 per item. Within 60 days of receipt of such inventory State shall provide Funding Recipient with a list of the items on the inventory that State will take title to. All other items shall become the property of Funding Recipient. State shall arrange for delivery from Funding Recipient of items that it takes title to. Cost of transportation, if any, shall be borne by State.

**B-33 CHILD SUPPORT COMPLIANCE ACT:** For any Project Agreement in excess of \$100,000, the Funding Recipient acknowledges in accordance with Public Contract Code 7110, that:

- a) The Funding Recipient recognizes the importance of child and family support obligations and shall fully comply with all applicable state and federal laws relating to child and family support enforcement, including, but not limited to, disclosure of information and compliance with earnings assignment orders, as provided in Chapter 8 (commencing with section 5200) of Part 5 of Division 9 of the Family Code; and
- b) The Funding Recipient, to the best of its knowledge is fully complying with the earnings assignment orders of all employees and is providing the names of all new employees to the New Hire Registry maintained by the California Employment Development Department.

**B-34 PRIORITY HIRING CONSIDERATIONS:** If this Project Agreement includes services in excess of \$200,000, the Funding Recipient shall give priority consideration in filling vacancies in positions funded by the Project Agreement to qualified recipients of aid under Welfare and Institutions Code Section 11200 in accordance with Pub. Contract Code §10353.

**B-35 DOMESTIC PARTNERS:** For contracts over \$100,000 executed or amended after January 1, 2007, the Funding Recipient certifies by signing this Project Agreement, under penalty of perjury under the laws of State of California, that Funding Recipient is in compliance with Public Contract Code section 10295.3.

**B-36 FUNDING RECIPIENT NAME CHANGE:** Approval of the State's Program Manager is required to change the Funding Recipient's name as listed on this Project Agreement. Upon receipt of legal documentation of the name change the State will process the amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said amendment.

**B-37 AIR OR WATER POLLUTION VIOLATION:** Under State laws, the Funding Recipient shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution.

## Exhibit C QUARTERLY WORK PLAN AND REPORT FORMATS

This Exhibit details the requirements for Quarterly Work Plans and Quarterly Progress Reports.

### QUARTERLY WORK PLANS

Quarterly Work Plans shall generally use the following format and reflect work to be completed over the following quarter. This format may be modified as necessary to effectively communicate information on the various projects contained in the Deferred Maintenance Project.

The report should reflect the work plan for completing work over the three months of the next calendar quarter.

### QUARTERLY WORK PLAN

Describe the work to be performed during the time period covered by the Quarterly Work Plan including:

#### PROJECT INFORMATION

- Engineering and construction matters;
- Environmental matters;
- Status of permits, easements, rights-of-way, and approvals as may be required by other State, federal, and/or local agencies;
- Major accomplishments planned for the quarter (i.e. tasks to be completed, milestones to be met, meetings to be held or attended, etc.);
- Issues/concerns that have, will, or could affect the schedule or budget, with a recommendation on how to correct the matter;
- Describe differences between the work to be performed and the work outlined in the Overall Work Plan, including anticipated change orders;
- Any litigation, proceedings or claims relating to the Project.

#### COST INFORMATION

- Listing showing projected costs that are anticipated during the time period covered by the Quarterly Work Plan by the Funding Recipient and each contractor working on the project, broken down to show individual items and tasks.
- A discussion of how the projected costs compare to the project budget included in the Overall Work Plan;
- A list of any changes planned to the budget in accordance with Project Agreement and a revised budget, by task, if changed from latest budget in the Overall Work Plan;
- The amount of advance funds sought from the State pursuant to Paragraph 14(b) of the Project Agreement;
- The amount of funds the Funding Recipient intends to expend to meet its funding obligations under the Project Agreement.

For projects that include eligible Real Estate Capital Outlay Costs and Real Estate Support Costs, such costs will be listed separately from other Eligible Project Costs in the discussion of Project costs. If the Project has multiple Project Elements or Project Features, the Quarterly Work Plan should clearly indicate which costs will be incurred for each Project Element or Project Feature.

#### SCHEDULE INFORMATION

- A schedule of activities during the time period covered by the Quarterly Work Plan;

- A discussion on how the projected schedule compares to the original or last reported schedule; and
- A list of any changes anticipated during the time period covered by the Quarterly Work Plan as compared to the latest reported schedule.

#### QUARTERLY PROGRESS REPORTS

Progress reports shall generally use the following format. This format may be modified as necessary to effectively communicate information on the various projects contained in the Deferred Maintenance Project.

The report should reflect the status of all of the projects identified in the Project Agreement. A brief summary of program status should also be provided.

#### PROJECT STATUS

For each project, describe the work performed during the time period covered by the report including:

##### PROJECT INFORMATION

- Legal matters;
- Engineering and construction matters;
- Environmental matters;
- Status of permits, easements, rights-of-way, and approvals as may be required by other State, federal, and/or local agencies;
- Major accomplishments during the quarter (i.e. tasks completed, milestones met, meetings held or attended, press releases, etc.);
- Issues/concerns that have, will, or could affect the schedule or budget, with a recommendation on how to correct the matter;
- Describe differences between the work performed and the work outlined in the Overall Work Plan, including change orders;
- .

##### COST INFORMATION

- Listing showing costs incurred during the time period covered by the report by the Funding Recipient and each contractor working on the project and which of these costs are Eligible Project Costs;
- A discussion on how the actual budget is progressing in comparison to the project budget included in the Overall Work Plan as well as the Quarterly Work Plans;
- A list of any changes approved to the budget in accordance with Project Agreement and a revised budget, by task, if changed from latest budget in the Overall Work Plan;
- A discussion of whether there have been any changes to the Funding Recipient's Finance Plan for payment of the Funding Recipient's share of Eligible Project Costs;
- Identify total interest earned on State funds paid as a result of this Project Agreement; and
- Identify the gross payments received from leasing property acquired as a result of the projects funded by this Project Agreement and identify the State share of such amount.

For projects that include eligible Real Estate Capital Outlay Costs and Real Estate Support Costs, such costs will be listed separately from other Eligible Project Costs in the discussion of Project costs.

##### SCHEDULE INFORMATION

- A schedule showing actual progress verses planned progress;
- A discussion on how the actual schedule is progressing in comparison to the original or last reported schedule; and
- A list of any changes approved to the Schedule in accordance with Project Agreement and a revised schedule, by task, if changed from latest reported schedule.



Exhibit D  
OPERATION AND MAINTENANCE AGREEMENT  
  
BETWEEN  
The Central Valley Flood Protection Board  
AND  
**American River Flood Control District**  
FOR  
**DMP-2017- ARFCD -01**

This Operation and Maintenance Agreement ("OMRR&R Agreement") is entered into by and between the State of California ("State"), acting by and through the Central Valley Flood Protection Board, or any successor thereto, ("Board") and the **American River Flood Control District** ("Funding Recipient") on this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_ .

RECITALS

WHEREAS: The **DMP-2017- ARFCD- 01** ("Project") is a project funded in part by the Deferred Maintenance Project and is a **repair** of a part of the State-Federal Flood Control System known as the Sacramento River Flood Control Project which was authorized by Congress on March 1, 1917, and amended on May 15, 1928, August 26, 1937, August 18, 1941, August 17, 1954, and July 14, 1960.

WHEREAS: The Legislature of the State of California approved Control Section 6.10 of the Budget Act of 2016 making available funds for pipe repairs [feel free to insert a more apt description of the DMP;

- The State, acting by and through the Department of Water Resources, has solicited applications for funding for the Deferred Maintenance Project ("DMP").
- The Funding Recipient has signed a Project Agreement dated \_\_\_\_\_ 20 \_\_ . This Project Agreement is between the State of California Department of Water Resources and **American River Flood Control District** for **DMP-2017- ARFCD- 01** ("Project Agreement").
- The Project Agreement provides that the Funding Recipient will be responsible for construction, operation, maintenance, repair, replacement, and rehabilitation (OMRR&R) OMRR&R of the Project(s) (as defined therein).
- The Department has agreed to enter into the Project Agreement on the condition that the Funding Recipient enters into this OMRR&R Agreement under which the Board will oversee OMRR&R for the Project, as defined herein, for the State, as part of the State Plan of Flood Control.

WHEREAS, Funding Recipient acknowledges its obligation under California Water Code Section 12642, which states that in all cases where the Federal Government does not maintain and operate projects, it is the responsibility and duty of the county, city, state agency, or public district affected to maintain and operate flood control and other works, after completion, and hold and save the State and the United States free from damages.

WHEREAS, Pursuant to this agreement Funding Recipient provides the Board with the assurances that it will be responsible for OMRR&R of the Project upon its completion; and will, as described below, hold and save the federal government, State, their representatives, officers, directors, employees, including their

attorneys and other persons, as well as their successors and assigns, free and harmless from any and all claims and damages arising from construction or OMRR&R of the Project.

NOW, THEREFORE, IT IS HEREBY AGREED:

For purposes of this OMRR&R Agreement, the terms below are defined as indicated:

**"Board"** means the State of California Central Valley Flood Protection Board or any successor thereto.

**"Department"** means the State of California Department of Water Resources.

**"Functional portion of the Project"** means a completed portion of the Project to be constructed under the Overall Work Plan as determined by the Board to be suitable to operate and maintain in advance of completion of construction of the entire Project.

**"Funding Recipient"** means **American River Flood Control District**, a public agency in the State of California, duly organized, existing, and acting pursuant to the laws thereof, which is the signatory to the Project Agreement and this OMRR&R Agreement.

**"Interim Standard Operation and Maintenance Manual"** means the interim operation and maintenance manual to be produced by Funding Recipient if required by the Project Agreement.

**"OMRR&R"** means operation, maintenance, repair, replacement, and rehabilitation of the Project.

**"OMRR&R Agreement"** means this agreement between the Board and the **American River Flood Control District** for OMRR&R of the Project.

**"Overall Work Plan"** means the plan described in the Project Agreement in Paragraph 22(a) and Exhibit A-1.

**"Post Construction Performance Reports"** means the report(s) required by Project Agreement in Paragraph 23(e) and further described in Project Agreement Exhibit C.

**"Project"** means the Funded Project as described in the Overall Work Plan attached to the certain Project Agreement, together with any functional portion of the Project

**"Project Agreement"** means that certain agreement between the Department and the **American River Flood Control District** for **DMP-2017- ARFCD- 01** dated \_\_\_\_\_20\_\_\_\_\_.

**"Project Completion Report"** means the report required by Project Agreement Paragraph 22(d) and further described in Project Agreement Exhibit G.

**"Project Site"** means the location of the Project.

**"State"** means the State of California, acting by and through the Board.

**"State Plan of Flood Control"** means the state and federal flood control works, lands, programs, plans, conditions, and mode of maintenance and operations described in Cal. Pub. Res. Code § 5096.805(j).

## **SECTION I: Obligations of the Funding Recipient**

A. General Obligations. The Funding Recipient agrees to the following:

1. The Funding Recipient hereby accepts responsibility for the Project.
2. To perform OMRR&R for the Project, including all mitigation features of the Project, without limitation, in accordance with the Project design specifications, environmental permits,

environmental impact reports, regulations, and directions prescribed by the State, all without any cost to the State. The duties of the Funding Recipient to perform OMRR&R for all Project features shall be performed in a manner that does not diminish the flood protection afforded by or jeopardize the structural integrity of the Project and the flood control system of which the Project is part.

3. To hold and save the federal government and the State, their representatives, officers, directors, employees, including their attorneys and other persons, as well as their successors and assigns free and harmless from any and all claims or damages arising out of or in connection with the obligations herein assumed by the Funding Recipient, including any responsibility for claims or damages arising out of work performed by the State on the Project for which the State may be held liable and any claims based upon inverse condemnation.
4. If the Funding Recipient has failed or refused to perform the obligations set forth in this OMRR&R Agreement or the requirements of the manuals mentioned above, the State may take appropriate actions including proceedings to establish a maintenance area under Water Code Section 12878 *et seq.*

If the Funding Recipient has failed or refused to perform the obligations set forth in this OMRR&R Agreement or the requirements of the manuals mentioned above, and for any reason the State is not able to take appropriate actions under these provisions of law, then the State may do any or all of the following: If the failure or refusal constitutes, in the sole discretion of the State, a threat to the continued ability of the Project to perform in a manner necessary to provide its designed level of flood protection, then the State may itself perform the necessary work or do so by contract. The State may in its sole discretion develop a work plan and present it to the Funding Recipient with instructions that if the Funding Recipient does not agree to carry out the work plan within the time specified in the work plan, the State will perform the reasonable and necessary work or do so by contract. The Funding Recipient will reimburse the State for the costs of performing such work in accordance with the procedures set forth in this OMRR&R Agreement. No completion, operation, maintenance, repair, replacement, and rehabilitation by the State shall operate to relieve the Funding Recipient of responsibility to meet the Funding Recipient's obligations as set forth in this OMRR&R Agreement, or to preclude the State from pursuing any other remedy at law or equity to ensure faithful performance pursuant to this OMRR&R Agreement.

5. The Funding Recipient hereby gives the State the right to enter, at reasonable times and in a reasonable manner, upon the land which it owns or controls for access to the Project Site for the purpose of: (i) conducting subsequent inspections to verify that the Funding Recipient is complying with its obligations under this OMRR&R Agreement; and (ii) to perform any work required under other Sections of this Agreement on any part of the Project located at or accessible by the Project Site in conjunction with any present or future flood control plan if in the reasonable judgment of the State the Funding Recipient fails to comply with its obligations under this OMRR&R Agreement. In the event the State assumes title to any of the land to which the Funding Recipient needs access to fulfill the obligations set forth in the paragraph, the State grants an irrevocable license to the Funding Recipient to enter the land to fulfill its obligations under this OMRR&R Agreement.

B. Specific Obligations Arising as a Result of the Project

1. If the Project Agreement requires the Funding Recipient to develop an Interim Standard Operation and Maintenance Manual, Funding Recipient shall:
  - (a) develop an Interim Standard Operation and Maintenance Manual as so required; and

- (b) be responsible for OMRR&R of the Project or functional portion thereof as further explained in: (1) the Interim Standard Operation and Maintenance Manual for the Project and any applicable Supplement to the Interim Standard Operation and Maintenance Manual for the Project and (2) shall annually update the Interim Operation and Maintenance Manual for the Project prepared pursuant to the Project Agreement. The Funding Recipient acknowledges that changes to the Interim Standard Operation and Maintenance Manual may be made by the State and the USACE before the document becomes final and that the Funding Recipient shall be responsible for Operations, Maintenance, Repair, Replacement and Rehabilitation in accordance with any revised version of the Operation and Maintenance Manual for the Project or any Supplement to the Operation and Maintenance Manual.
2. If the Project Agreement requires the Funding Recipient to develop a Safety Plan, Funding Recipient shall:
- (a) develop a Safety Plan as so required;
  - (b) annually update the safety plan for the Project prepared pursuant to the Project Agreement; and
  - (c) use best efforts to ensure that the updated safety plan is integrated into any other local agency emergency plan and is coordinated with the state emergency plan.
3. The Funding Recipient shall provide reports to the Board as follows: (1) The Funding Recipient shall provide copies to the Board of the Project Completion Report and Post Construction Performance Reports prepared pursuant to the Project Agreement; and (2) If requested to do so by the Board, the Funding Recipient shall provide copies to the Board of the operation and maintenance reports required pursuant to California Water Code § 9140(a) that pertain to the Project. The Board may modify these reporting requirements as needed to ensure that it has adequate information with which to perform its responsibilities under this OMRR&R Agreement.

## SECTION II: Hazardous Substances

The Funding Recipient acknowledges State may incur obligations with respect to hazardous substances regulated under the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA), 42 U.S.C. §§ 9601-9675; California Hazardous Substances Account Act, California Health & Safety Code §§ 25310 *et seq.* or other statutes or regulations (collectively referred to as "state and federal Hazardous Substances Laws") on lands necessary for Project construction and OMRR&R to the extent the Funding Recipient fails to comply with its obligations under this OMRR&R Agreement. The Funding Recipient agrees:

- A. That in the event that the Funding Recipient discovers through an environmental investigation or other means that any lands, easements, or rights of way that have been acquired or provided for the Project contain hazardous substances regulated under CERCLA and/or other state and federal Hazardous Substances Laws, the Funding Recipient shall promptly notify the State of that discovery.
- B. That in the event hazardous substances regulated under CERCLA and/or other state and federal Hazardous Substances Laws have been found, the Funding Recipient shall initiate and complete any and all necessary response and cleanup activity required under CERCLA and/or other state and federal Hazardous Substances Laws, which shall include any studies and investigations necessary to determine the appropriate response to the contamination. Payment for the costs of such necessary response and cleanup activity as required under CERCLA and/or other state and federal Hazardous Substances Laws shall be made by the Funding Recipient. In the event that the Funding Recipient fails to provide the funds necessary for response and cleanup activity required under CERCLA and/or other state and federal Hazardous Substances Laws or to otherwise discharge the Funding Recipient's responsibilities under this Paragraph B, then the State may perform the necessary response and cleanup activity, and the Funding Recipient shall reimburse the State in accordance with the procedures set out in this

OMRR&R Agreement. If the State performs the necessary response and cleanup activity required under CERCLA and/or other state and federal Hazardous Substances Laws, the State shall consult with the Funding Recipient concerning the selection of the person(s) to perform the work, the amount of money to be spent on the work, the scope of the work, and any other aspect of response and cleanup activity.

- C. That the Funding Recipient shall consult and cooperate with the State in order to ensure that responsible persons under CERCLA and/or other state and federal Hazardous Substances Laws ultimately bear all necessary response and cleanup costs as defined in CERCLA and/or other state and federal Hazardous Substances Laws.
- D. That the Funding Recipient shall operate maintain, repair, replace and rehabilitate the Project in a manner that will control and minimize the release or threatened release of hazardous substances regulated under CERCLA and/or other state and federal Hazardous Substances Laws on lands necessary for Project construction, operation, maintenance, repair, replacement, or rehabilitation.
- E. That in the event that the State, their representatives, officers, directors, employees, including their attorneys and other persons, as well as their successors and assigns, are found to be liable under CERCLA and/or other state and federal Hazardous Substances Laws for the release or threatened release of hazardous substances arising out of the operation, maintenance, repair, replacement, or rehabilitation of the Project, then the Funding Recipient shall indemnify and hold the State, their representatives, officers, directors, employees, including their attorneys and other persons, as well as their successors and assigns, harmless from any response or cleanup costs for which the State, their representatives, officers, directors, employees, including their attorneys and other persons, as well as their successors and assigns, may be found to be liable under CERCLA and/or other state and federal Hazardous Substances Laws.
- F. No decision made or action taken pursuant to any provision of Section II of the Project OMRR&R Agreement shall relieve any responsible person from any liability that may arise under CERCLA and/or other state and federal Hazardous Substances Laws, nor shall such decision or action be considered a waiver by the State or the Funding Recipient of any right to seek from any responsible person as defined by CERCLA and/or other state and federal Hazardous Substances Laws the recovery, contribution of, or indemnification from costs incurred by the State or the Funding Recipient for response or cleanup activity required under CERCLA and/or other state and federal Hazardous Substances Laws, nor shall such decision or action be considered a waiver by the State of any other right or remedy provided by law.

### SECTION III: Authorization for Delegation or Subcontracting

The Funding Recipient may delegate or subcontract its responsibilities under this OMRR&R Agreement. In performing the obligations called for in this OMRR&R Agreement, the Funding Recipient shall notify the State when it delegates a majority of its obligations under this Agreement by retaining, employing, or using any agencies or firms. The Funding Recipient shall continue to be responsible for all work to be performed under the contract, including any delegated work. The State shall have the right to request that any services for this OMRR&R Agreement provided to Funding Recipient by any subcontractor be terminated if its performance is unsatisfactory and, upon receipt of such request, Funding Recipient shall promptly terminate the applicable contract(s).

Payment for services rendered by subcontractors shall be made entirely by the Funding Recipient; the State shall not have any responsibility for making any payments to the subcontractors for any services they may render in connection with this OMRR&R Agreement.

### SECTION IV: Procedures for Reimbursing the State

To the extent Funding Recipient fails to fulfill its obligations under this Agreement, as provided in Section I A. 4., the State may perform such obligations and bill Funding Recipient accordingly. In such circumstances, the

Agreement: **2017-DMP- ARFCD-01**  
**American River Flood Control District**

State shall provide an invoice to the Funding Recipient for the costs of performing the work. Funding Recipient agrees to reimburse the State by promptly paying any such invoices within thirty days.

**SECTION V: Disputes**

Before any party to the OMRR&R Agreement may bring suit in any court concerning an issue relating to this OMRR&R Agreement, that party must first seek in good faith to resolve the issue through negotiation or other forms of nonbinding alternative dispute resolution mutually acceptable to all parties.

**SECTION VI: Obligation of Future Appropriations**

The parties agree that nothing herein shall constitute, or be deemed to constitute, an obligation of future appropriations by the Legislature of the State of California.

**SECTION VII: Term of Agreement; Amendment**

The effective date of this OMRR&R Agreement is the date it is signed by all parties. The OMRR&R Agreement will continue in full force and effect unless terminated or amended upon written consent of all parties.

The parties acknowledge that in order to obtain federal credits or reimbursement for this Project, it may be necessary to amend this OMRR&R Agreement as required by the USACE. The parties agree that they will not unreasonably withhold consent for any amendments necessary to obtain federal credits or reimbursement.

**SECTION VIII: Notices**

All notices, requests, demands, and other communications required or permitted to be given under this OMRR&R Agreement shall be deemed to have been duly given if in writing and delivered personally or mailed by first class (postage pre-paid), registered, or certified mail, as follows:

If to **American River Flood Control District:**



**American River Flood Control District**  
**165 Commerce Circle**  
**Sacramento, CA 95815**

If to the Board:

**Ms. Leslie Gallagher**  
**Executive Officer**  
**Central Valley Flood Protection Board**  
**3310 El Camino Ave., Suite 170**  
**Sacramento, CA 95821**

With a copy to:

**Mr. Mark R. List**  
**DMP Program Manager**  
**Department of Water Resources**  
**P. O. Box 219000**  
**Sacramento, CA 95821-9000**

A party may change the address to which such communications are to be directed by giving written notice to the other party in the manner provided in this section.

Any notice, request, demand, or other communication made pursuant to this section shall be deemed to have been received by the addressee at such time as it is personally delivered or seven calendar days after it is mailed, as the case may be.

SECTION IX: Standard Conditions

This OMRR&R Agreement incorporates by reference the standard conditions that are included in Attachment D-1 to this OMRR&R Agreement.

SECTION X: Authority

The Funding Recipient has provided a copy of a resolution adopted by its governing body designating a representative to execute this OMRR&R Agreement. This resolution is substantially the same as the draft resolution provided in Attachment D-2 to this OMRR&R Agreement.

*(Remainder of page intentionally left blank)*

IN WITNESS WHEREOF, the parties hereto have executed this OMRR&R Agreement.

**Central Valley  
Flood Protection Board**

By \_\_\_\_\_

Name Leslie Gallagher

Title Executive Officer

Date \_\_\_\_\_

Approved as to Legal Form  
And Sufficiency

By \_\_\_\_\_

Name Jit Dua

Title General Counsel

Date \_\_\_\_\_

**American River Flood Control District**

By \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

Approved as to Legal Form  
And Sufficiency

By \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_



Exhibit D-1: STANDARD CONDITIONS

1. **GOVERNING LAW:** This OMRR&R Agreement is governed by and shall be interpreted in accordance with the laws of the State of California.
2. **TIMELINESS:** Time is of the essence in this OMRR&R Agreement.
3. **AMENDMENT:** This OMRR&R Agreement may be amended at any time by mutual agreement of the Parties, except insofar as any proposed amendments are in any way contrary to applicable law. Requests by the Funding Recipient for amendments must be in writing stating the amendment request and the reason for the request. State shall have no obligation to agree to an amendment.
4. **SUCCESSORS AND ASSIGNS:** This OMRR&R Agreement and all of its provisions shall apply to and bind the successors and assigns of the parties. No assignment or transfer of this OMRR&R Agreement or any part thereof, rights hereunder, or interest herein by the Funding Recipient shall be valid unless and until it is approved by State and made subject to such reasonable terms and conditions as State may impose.
5. **INSPECTION OF BOOKS, RECORDS, AND REPORTS:** During regular office hours, each of the parties hereto and their duly authorized representatives shall have the right to inspect and to make copies of any books, records, or reports of either party pertaining to this OMRR&R Agreement or matters related hereto. Each of the parties hereto shall maintain and shall make available at all times for such inspection accurate records of all its costs, disbursements, and receipts with respect to its activities under this OMRR&R Agreement. Failure or refusal by Funding Recipient to comply with this provision shall be considered a breach of this OMRR&R Agreement, and State may take any other action it deems necessary to protect its interests, after complying with Paragraph V of the OMRR&R Agreement.
6. **NO THIRD PARTY RIGHTS:** The Parties to this OMRR&R Agreement do not intend to create rights in, or grant remedies to, any third party as a beneficiary of this OMRR&R Agreement, or of any duty, covenant, obligation or undertaking established herein.
7. **OPINIONS AND DETERMINATIONS:** Where the terms of this OMRR&R Agreement provide for action to be based upon, judgment, approval, review, or determination of either party hereto, such terms are not intended to be and shall never be construed as permitting such opinion, judgment, approval, review, or determination to be arbitrary, capricious, or unreasonable.
8. **SUIT ON OMRR&R AGREEMENT:** Each of the parties hereto may sue and be sued with respect to this OMRR&R Agreement.
9. **REMEDIES NOT EXCLUSIVE:** The use by either party of any remedy specified herein for the enforcement of this OMRR&R Agreement is not exclusive and shall not deprive the party using such remedy of, or limit the application of, any other remedy provided by law.
10. **SEVERABILITY:** Should any portion of this OMRR&R Agreement be determined to be void or unenforceable, such shall be severed from the whole and the OMRR&R Agreement shall continue as modified.
11. **WAIVER OF RIGHTS:** None of the provisions of this OMRR&R Agreement shall be deemed waived unless expressly waived in writing. It is the intention of the parties here to that from time to time either party may waive any of its rights under this OMRR&R Agreement unless contrary to law. Any waiver by either party of rights arising in connection with the OMRR&R Agreement shall not be deemed to be a waiver with respect to any other rights or matters, and such provisions shall continue in full force and effect.
12. **TERMINATION FOR CAUSE:** The State may terminate this OMRR&R Agreement should Funding Recipient fail to perform the requirements of this OMRR&R Agreement at the time and in the manner herein provided or in the event of a default under Paragraph 20 of the Project Agreement.

13. INDEPENDENT CAPACITY: Funding Recipient, and the agents and employees of Funding Recipients, in the performance of the OMRR&R Agreement, shall act in an independent capacity and not as officers, employees, or agents of the State.

14. CONFLICT OF INTEREST

- a) Current State Employees: No State officer or employee shall engage in any employment, activity, or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any State agency, unless the employment, activity, or enterprise is required as a condition of regular State employment. No State officer or employee shall contract on his or her own behalf as an independent contractor with any State agency to provide goods or services.
- b) Former State Employees: For the two-year period from the date he or she left State employment, no former State officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements, or any part of the decision-making process relevant to the contract while employed in any capacity by any State agency. For the twelve-month period from the date he or she left State employment, no former State officer or employee may enter into a contract with any State agency if he or she was employed by that State agency in a policy-making position in the same general subject area as the proposed contract within the twelve-month period prior to his or her leaving State service.
- c) Employees of the Funding Recipient: Employees of the Funding Recipient shall comply with all applicable provisions of law pertaining to conflicts of interest, including but not limited to any applicable conflict of interest provisions of the California Political Reform Act, Cal. Gov't Code § 87100 *et seq.*
- d) Employees of and Consultants to the Funding Recipient: Individuals working on behalf of a Funding Recipient may be required by the Department to file a Statement of Economic Interests (Fair Political Practices Commission Form 700) if it is determined that an individual is a consultant for Political Reform Act purposes.

Exhibit D-2: RESOLUTION ACCEPTING STANDARD CONDITIONS

Resolution No. \_\_\_\_\_

*Resolved* by the **Board of Trustees** of the **American River Flood Control District** that pursuant and subject to all of the terms and provisions of the Control Section 6.10 of the Budget Act of 2016, that funds awarded to **American River Flood Control District** by the California Department of Water Resources for a State-Federal Flood Control System Modification Program project titled: **DMP-2017- ARFCD -01** have been accepted, and as a condition of accepting these funds the Funding Recipient committed to signing an additional agreement with the Central Valley Flood Protection Board, or successor thereto, which requires **American River Flood Control District** to assume responsibility for operation, maintenance, repair, replacement, and rehabilitation of **DMP-2017- ARFCD -01**.

Therefore, the **President** of the **American River Flood Control District** is hereby authorized and directed to sign an operation, maintenance, repair, replacement and rehabilitation agreement with the Central Valley Flood Protection Board, or successor thereto.

*Passed and adopted* at a regular meeting of the **Board of Trustees** of the **American River Flood Control District** on \_\_\_\_\_ 2017.



Authorized Signature \_\_\_\_\_

Printed Name \_\_\_\_\_

Title \_\_\_\_\_

Clerk/Secretary \_\_\_\_\_

Exhibit E  
RESOLUTION ACCEPTING FUNDS

Resolution No. \_\_\_\_\_

*Resolved* by the **Board of Trustees** of the **American River Flood Control District** that pursuant and subject to all of the terms and provisions of the Control Section 6.10 of the Budget Act of 2016, that the funds awarded to **American River Flood Control District** by the California Department of Water Resources for a State-Federal Flood Control System Modification Program project titled: **DMP-2017-ARFCD-01** are hereby accepted.

The **General Manager** of the **American River Flood Control District** is hereby authorized and directed to sign a Project Agreement with the California Department of Water Resources and to sign requests for disbursements to be made under this Funding Agreement.

*Passed and adopted* at a regular meeting of the **Board of Trustees** of the **American River Flood Control District** on \_\_\_\_\_ 2017.



Authorized Signature \_\_\_\_\_

Printed Name \_\_\_\_\_

Title \_\_\_\_\_

Clerk/Secretary \_\_\_\_\_

Exhibit F

RESERVED

## Exhibit G

### EARLY PARTIAL RELEASE OF CERTAIN WITHHELD FUNDS

This Exhibit is intended to provide guidance regarding withholding of funds and the procedures Funding Recipients may use to request early partial release of certain withheld funds.

#### A. Funds Eligible for Early Partial Release

Several provisions of the Project Agreement authorize withholding.

- Paragraph 14(b) provides for advance payment of construction-related costs and the amount withheld is 10% of each advance payments. As invoices are received, the amount withheld is reduced to 5% in accordance with Section 17.
- Paragraph 21(b) provides for disbursements for Real Estate Capital Outlay Costs and the amount withheld depends upon what disbursement option is selected by Funding Recipient.
- Paragraph 21(c) provides for disbursements for Relocation Assistance Costs and the amount withheld for advance payments for such expenses is 25%.
- Paragraph 17 is the general withholding provision which provides for withholding of 5% from all payments, other than payments subject to the withholding rules set forth above.

The State will only consider requests for early partial release of funds that are being withheld pursuant to Paragraph 17. Although Real Estate Support Costs are withheld pursuant to Paragraph 17, the State will not grant requests for partial release of funds which are being withheld to cover the State's share of Real Estate Support Costs. The State also will not grant requests for early partial release of funds withheld under Paragraphs 21(b) and 21(c), which provide for withholding for Real Estate Capital Outlay Costs and Relocation Assistance Costs.

#### B. Circumstances under Which the State Will Consider a Request for Early Partial Release of Withheld Funds

1. **Timing:** The Funding Recipient may make a request for partial release of withheld funds for a Project Feature, Project Element, or Project. The State will only consider a request for early partial release for withheld funds if the Funding Recipient has made substantial progress towards completion and expects to complete work on the Project Feature, Project Element, or Project no later than 6 months after the date the request is made.
2. **Substantial Progress Toward Closeout:** The State will only consider a request if for the Project Feature, Project Element, or Project the Funding Recipient: (1) has provided an OMRR&R Manual and Project Construction Completion Report in accordance with Exhibit H, Sections II.A and II.B ; and (2) has made significant progress toward providing the required land acquisition final accounting packages required for completion of the land acquisition closeout process specified in Exhibit H, Section II.C.
3. **Amount Withheld:** The State will only consider a request if at the time the request is made the State is withholding the lesser of \$5 million or 5% of the updated estimates of State's share of Eligible Project Costs prepared in accordance with Section D.3 below.

#### C. Standards for Granting a Request for Early Partial Release of Withheld Funds

The State will grant a request for early partial release if, in the sole judgment of the State either:

1. Granting the request is in the best interests of the State because the withheld funds are needed for further work on the Project, or

2. Granting the request will not adversely affect the State because: (a) the Project has been substantially completed, (b) the amount of the withheld funds is significantly more than an updated estimate of State's share of Eligible Project Costs required to complete the project, and (c) early partial release is not expected to materially affect the willingness of the Funding Recipient to fulfill its remaining obligations under the Project Agreement.

#### **D. Procedures for Making a Request for Early Release of Funds**

The Funding Recipient should accompany a request for early release of withheld funds with a report which:

1. Provides evidence that the Funding Recipient has met the prerequisites for making the request set forth in Section C above;
2. Provides evidence that the Funding Recipient has met the standards for early partial release of funds set forth in Section C above;
3. Provides updated estimates of Eligible Project Costs and the State's share of Eligible Project Costs, in the form of an updated budget for each Project Feature and Project Element and the Project on the whole, and
4. Indicates how much of the withheld funds the Funding Recipient wants released.

#### **E. Action by the Department on Request for Early Release of Withheld Funds**

If the State determines that the Funding Recipient has submitted a complete request and is eligible to make a request for early release of withheld funds, the State shall use best efforts to notify the Funding Recipient of the State's response to the request within ninety days of when the request is deemed complete.

## Exhibit H PROJECT OR ELEMENT/FEATURE CLOSEOUT

### I. GENERAL

Funding Recipient shall follow the proper procedures for Project closeout and /or Project Element or Feature closeout. Project closeout occurs after the last portion of a total Project is complete. Project Element or Feature closeout occurs after a discrete Element or Feature is eligible for closeout within the larger Project. Project Element or Feature closeout is also part of the total Project closeout at the end of the Project.

### II. PROJECT CLOSEOUT

The Project Agreement Paragraphs applying to Project closeout are 14(d), 16, 21(d), 21(e), 23(a) and Exhibit B-8 and Exhibit F. Below is an outline of the Project closeout documents required, and their timelines, in order to closeout the Project or Project Elements or Features.

- A. Interim OMRR&R Manual (120 days prior to completion of the first Project Element. Time extension may be requested and will be considered on an individual basis.)
- B. Project Construction Completion Report - (within 90 calendar days of completion of all construction tasks. Time extension may be requested and will be considered on an individual basis.)
  - 1. Purpose and description of the Project
    - a. Actual work done
    - b. Schedule (actual vs. proposed)
    - c. Final documents
      - (i) Environmental documents (CEQA/NEPA), permits, and agreements
      - (ii) Budget discussion (Project cost summary) – The Final Statement of Costs will contain more detailed information
      - (iii) Project Agreement and Amendments
      - (iv) Final technical report (QA/QC, survey, etc.)
    - d. Reports/studies generated/utilized during the Project (hydrologic etc.)
    - e. As-built/record drawings – (3 sets hardcopy and 1 electronic format - .pdf on cd) in the form specified in the Exhibits Binder or as otherwise directed by the State
    - f. Photo documentation
      - (i) Pre-construction
      - (ii) Construction
      - (iii) Post-construction
    - g. Civil engineer certification of Project



- (i) Certification by a California Registered Civil Engineer that the pre- and post-project Levels of Protection are consistent with the agreed upon scope of work.
    - (ii) Separate sheet contained within the report with certification by a California Registered Civil Engineer that the Project was constructed in accordance with the approved work plan and any approved modifications thereto.
  - h. Division of Engineering ("DOE") inspection report
    - (i) Provide proof of submittal of Project Completion Report to DOE for review and approval.
    - (ii) Provide memo from DOE stating that the Project has been completed to the State's satisfaction.
- 2. Preliminary Statement of Costs
  - a. Complete account of invoices/costs from Funding Recipient. A list of and copies of all invoices showing:
    - (i) The date each invoice was submitted to State;
    - (ii) The amount of the invoice;
    - (iii) The date the check was received; and
    - (iv) The amount of the check. (If a check has not been received for the final invoice, then state this in this section).
  - b. List of all project invoices (final funds disbursement) on CD Including:
    - (i) Labor cost of personnel of agency/major consultant/sub-consultants;
    - (ii) Personnel, hours, rates, type of profession and reason for consultant, i.e. design, CEQA work, etc.
    - (iii) Construction cost information, shown by material, equipment, labor costs, and change orders;
    - (iv) A statement verifying separate accounting of Project disbursements.
    - (v) Breakdown of costs into Project management, design, environmental, construction, construction management, real estate, lease payments, relocation assistance, etc.
  - c. Summary of Project cost including:
    - (i) Accounting of the cost of Project expenditures;
    - (ii) All internal and external costs not previously disclosed; and
    - (iii) A discussion of factors that positively or negatively affected the Project cost and any deviation from the original Project cost estimate.

- d. If the Funding Recipient is requesting a lump sum payment for the State's share of remaining costs associated with the first three years of environmental mitigation and monitoring required by permits or by CEQA or NEPA that are expected to be Eligible Project Costs, a good faith estimate of the remaining costs and substantiation for the estimate.
        - e. Total interest due to State from advances
  - 3. Application for seeking Federal credit  

A copy of the application filed for a determination of eligibility for federal credits or reimbursement and all correspondence with USACE relating to that application and information regarding the status of that application.
  - 4. Assurance Agreement (fully executed)
  - 5. Project Associated Work Report (if required because some segments are constructed with the Project but not funded by the DMP)
- C. Real Estate Project Close Documents
- 1. Land Acquisition Final Accounting Package reviewed and approved
  - 2. Final conveyance documents accepted and recorded
- D. Final Statement of Costs (submitted within 60 days of when real estate project close-out documents are complete.)
- 1. Updated version of Preliminary Statement of Costs provided pursuant to Section II.B.2 above.
  - 2. .

### III. POST CONSTRUCTION PERFORMANCE REPORT

In anticipation of the report required per the OMRR&R Agreement and by AB 156 (9140/9650) each September 30 and ninety days after completion of the submittal of Project Completion Report:

- A. Outline of the reporting format
- B. First Annual Summary of the Operations

## Exhibit I

### STATE AUDIT DOCUMENT REQUIREMENTS AND FUNDING GUIDELINES FOR FUNDING RECIPIENTS

The following provides a list of documents typically required by State Auditors and general guidelines for Funding Recipients. List of documents pertains to both State funding and Funding Recipient's Funding Match and details the documents/records that State Auditors would need to review in the event of this Funding Agreement is audited. Funding Recipients should ensure that such records are maintained for each project.

#### **List of Documents for Audit**

##### Internal Controls

1. Organization chart (e.g., Agency's overall organization chart and organization chart for the State funded Program/Project).
2. Written internal procedures and flowcharts for the following:
  - a) Receipts and deposits
  - b) Disbursements
  - c) State reimbursement requests
  - d) Expenditure tracking of State funds
  - e) Policy, and Implementation Procedures on State funded Program/Project
3. Audit reports of the Agency internal control structure and/or financial statements within the last two years.
4. Prior audit reports on the State funded Program/Project.

##### State Funding:

1. Original Funding Agreement, any amendment(s) and budget modification documents.
2. A listing of all bond-funded grants, loans, or subventions received from the State.
3. A listing of all other funding sources for each Program/Project.

##### Contracts:

1. All subcontractor and consultant contracts and related or partners documents, if applicable.
2. Contracts between the Agency and member agencies as related to the State funded Program/Project.

##### Invoices:

1. Invoices from vendors and subcontractors for expenditures submitted to the State for payments under the Funding Agreement.
2. Documentation linking subcontractor invoices to State reimbursement, requests and related Funding Agreement budget line items.
3. Reimbursement requests submitted to the State for the Funding Agreement.

##### Cash Documents:

1. Receipts (copies of warrants) showing payments received from the State.
2. Deposit slips (or bank statements) showing deposit of the payments received from the State.
3. Cancelled checks or disbursement documents showing payments made to vendors, subcontractors, consultants, and/or agents under the grants or loans.
4. Bank statements showing the deposit of the receipts.

Accounting Records:

1. Ledgers showing entries for funding receipts and cash disbursements.
2. Ledgers showing receipts and cash disbursement entries of other funding sources.
3. Bridging documents that tie the general ledger to requests for Funding Agreement reimbursement.

Administration Costs:

1. Supporting documents showing the calculation of administration costs.

Personnel:

1. List of all contractors and Agency staff that worked on the State funded Program/Project.
2. Payroll records including timesheets for contractor staff and the Agency personnel who provided services charged to the program

Project Files:

1. All supporting documentation maintained in the project files.
2. All Funding Agreement related correspondence.

# DOWNEY BRAND

## MEMORANDUM

To: Board of Trustees, American River Flood Control District  
From: David Aladjem and Joy Peng  
Date: July 11, 2017  
Re: Summary of California Supreme Court's Decision: *City of San Jose v. Superior Court of Santa Clara County*

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### *Introduction*

On March 2, 2017, the California Supreme Court issued a decision on the question of whether communications on public agency matters are subject to disclosure under the California Public Records Act (PRA) if they were sent or received using a nongovernmental account. *City of San Jose v. Superior Court of Santa Clara County* (Mar. 2, 2017 S218066) \_\_ Cal.5d \_\_, No. 109CV150427. The Court concluded that such communication *is* subject to disclosure. (*Id.* at p.3.) The decision clarifies what was an area of uncertainty in the law, specifically whether public officials who conduct official business on personal devices, are subject to the Public Records Act and must produce records (e-mails, texts and other writings) relating to official business.

### *Discussion*

In June 2009, the City of San Jose (City) received a PRA request for public records of the redevelopment efforts in downtown San Jose. (*Id.* at p. 1.) The request included, among other things, emails, and text messages sent or received on private electronic devices used by the mayor, two city council members, and their staffs. (*Id.* at p. 2.) The City disclosed the communications from government accounts, but not personal accounts. (*Id.*) The requestor sued for declaratory relief, arguing that public records under the PRA include all communications on public agency business, regardless of how they are created, communicated, or stored. (*Id.*)

Public records are subject to disclosure upon request unless an exception is shown under PRA. (Govt. Code, §§ 6253, 6254.) Public records are defined as “(1) a writing, (2) with content relating to the conduct of the public’s business, which is (3) prepared by, *or* (4) owned, used, or retained by any state or local agency.” (*City of San Jose, supra*, \_\_ Cal.5d \_\_ [p. 5].) The Supreme Court elaborated on that simple definition as follows:

- First, writings include email, text messaging, and other electronic platforms. (*Id.* at p. 6.)
- Second, the writing must relate substantively to public agency business to qualify as public records. (*Id.* at pp. 6–7.) For example, a database of documents may be considered a private database overall, but certain documents within may relate to public business, and thus be considered public records. (*Id.* at p. 8.)

- Third, with respect to the preparer, though the statutory provisions only included employees in the definition of state agency and not local agency, the Court held that employees of local agencies also fall under the PRA. (*Id.* at p. 10.)
- Fourth, records on agency matter are subject to disclosure if they are in the agency's actual or constructive possession. (*Id.*) For example, an agency has a duty to disclose a consultant's records if it has a contractual right to the records. (*See id.* at p. 13.) Thus, whether a document is public record or confidential does not turn on its location. (*Id.* at pp. 13–14, 15.)

In sum, a public agency's employees' communications on public agency business remain public records even if they were sent from a private account. (*Id.* at p. 15.) To avoid infringing on privacy rights, the Court noted that personal information unrelated to public agency business or otherwise exempt can be redacted from disclosure. (*Id.* at pp. 16–17, citing Govt. Code, § 6253, subd. (a).) Any privacy concern should be addressed on a case-by-case basis. (*Id.* at p. 17.)

In order to balance privacy and disclosure for a response to a PRA request, agencies may develop policies such as:

- Providing the scope of the information requested to the custodians of its records, and requesting the employee to search through their own personal files, accounts and devices for the responsive material. (*Id.* at p. 19.)
- Requiring its employees who withhold personal records from their employer to submit an affidavit that provides sufficient factual basis to show that the information withheld is not a public record under the PRA. (*Id.*)
- Requiring its employees to only use or copy their government account for all public agency businesses thereby eliminating the privacy and disclosure arguments entirely. (*Id.* at p. 20.)

### *Conclusion*

The Court interpreted the PRA statutory provisions broadly, and held that a city employee's writings regarding public agency business are not categorically exempt from the PRA merely because they were sent, received, or stored in a personal account.

cc: Tim Kerr

## General Manager's Meeting Summary – July 2017

**7/14: Two Rivers Trail Design meeting.** I attended this to review the latest design for the alignment of the Two Rivers Trail through River Park. The City design team included engineers from GEI for geotechnical engineers, CBEC for hydraulics, and Quincy Engineering for civil design. The team proposed placing the trail on the waterside toe of the levee for most of the reach through River Park. In the section where the waterside bench washed away in 1986, the team proposes installing a flat bench and retaining wall mid-slope on the waterside slope to place the trail. The team's proposal appears to be the best way to preserve flood control objectives and will have the least impact to levee operations and maintenance.

**7/14: American River Flood Control District Board of Trustees meeting.** The Board met in regular session. The agenda items included the designation of surplus equipment, purchase of a new Alamo Ridge Runner remote controlled mower, and consideration of the State of California's Deferred Maintenance Project grant program for pipe inspection.

**7/24: ARFCD Staff CPR Training.** Staff of the District attended this training to refresh our certifications for CPR and First Aid. Items of note since the last training is the new recommendation to perform CPR compressions at 120 beats per minute instead of 100 beats and the new emphasis on allowing full chest decompressions for each compression stroke.