

Feather River West Levee Financing Authority

Board of Directors Agenda – Regular Meeting, June 10, 2020, 3:00 p.m.
City of Yuba City Council Chambers – 1201 Civic Center Blvd., Yuba City, CA

MODIFIED BROWN ACT REQUIREMENTS IN LIGHT OF COVID-19

In Compliance with CA Executive Orders N-25-20 and N-29-20 members of the Board of Directors and members of the public will participate in this meeting by teleconference. The call in information for the Board of Directors and the public is as follows:

Meeting URL: <https://bluejeans.com/515490631>

Meeting ID: 515 490 631

Phone number: 408-419-1715

Any member of the public on the telephone may speak during Public Comment or may email public comments to admin@sutterbutteflood.org and comments will be read from each member of the public. During this period of modified Brown Act Requirements, Sutter Butte Flood Control Agency will use best efforts to swiftly resolve requests for reasonable modifications or accommodations with individuals with disabilities, consistent with the Americans with Disabilities Act, and resolving any doubt whatsoever in favor of accessibility.

Levee District 1

Charlie Hoppin

Alt: Al Montna

Levee District 9

Mike Morris

Alt: Chris Schmidl

Sutter County

Mike Ziegenmeyer

Alt: Mat Conant

AGENDA SUMMARY

REGULAR MEETING/CALL TO ORDER

- Roll Call
- Pledge of Allegiance

PUBLIC COMMENT

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

PRESENTATION, DISCUSSION & ACTION ITEMS

1. Appointment of Chair and Vice Chair pursuant to section 3.01 of the Feather River West Levee Financing Authority Joint Exercise of Powers Agreement (all future section references are to this Agreement)
2. Discussion and selection of administrative services staffing for the Authority

3. Discussion and possible action on a Professional Services Agreement for Assessment District Engineering and Public Outreach Services
4. Discussion and direction regarding submission of required JPA documentation, including Notice of Agreement and Roster of Public Agencies, and Development of Agency Website
5. Discussion and possible action to contract for legal services pursuant to section 3.05
6. Discussion and possible action to establish a principle office and adopt a resolution setting a meeting time and place
7. Discussion of items for consideration and placement on the next Board of Directors meeting agenda
8. Discussion of filing requirements for Form 700 Statement of Economic Interest to the Fair Political Practices Commission

ADJOURNMENT

The next regularly scheduled Board of Directors meeting will be held on a date and time as determined by the Board

Feather River West Levee Financing Authority

June 10, 2020

TO: Board of Directors

FROM: Michael Bessette – SBFCA Executive Director

SUBJECT: Appointment of Chair and Vice Chair pursuant to section 3.01 of the Feather River West Levee Financing Authority Joint Exercise of Powers Agreement.

Pursuant to Section 3.01 of the Joint Exercise of Powers Agreement, this Board is required to appoint a Chair and Vice-Chair who will serve to June 30, 2021.

Recommendation:

Appoint a Chair and Vice-Chair

Feather River West Levee Financing Authority

June 10, 2020

TO: Board of Directors

FROM: Michael Bessette – SBFCA Executive Director

SUBJECT: Feather River West Levee Financing Authority – Administrative Services

Recommendation

That the Board of Directors select a source of staff services from the following options, with a delegation to the FRWLFA Chairman to negotiate an appropriate contract and any necessary conflict waiver: (1) Sutter Butte Flood Control Agency; (2) a member agency (i.e., LD 1, LD 9 or Sutter County); (3) staff selected through a request for qualifications process; or (4) some combination of these options as outlined below.

Background

The Feather River West Levee Financing Authority (FRWLFA) was recently formed through a joint powers agreement among Levee District 1, Levee District 9 and Sutter County. Pursuant to an August 2018 Funding and Services Agreement entered into among LD 1, LD 9 and Sutter Butte Flood Control Agency (SBFCA), SBFCA has provided technical, financial and administrative support for FRWLFA's formation and continues to provide administrative support at the request of LD 1 and LD 9 (including planning for this first meeting of the Board of Directors). The parties to the Funding and Services Agreement contemplated that SBFCA would provide short-term management (up to one year) of FRWLFA if requested by LD 1 and LD 9, including legal¹ and staff support, establishment of budget/financial functions, conducting board meetings, establishment of operational policies and procedures, and consultant contracting.

Discussion

The Board should consider how it wishes to staff FRWLFA in order to carry out those functions that are deemed necessary at this time. The following table is intended to assist the Board in determining which entity or entities are best positioned to carry out those functions. The Board's entity options are the following:

1. Contract with SBFCA for services, which would be a continuation of SBFCA's role under the Funding and Services Agreement noted above. Under this option, a new agreement between SBFCA and FRWLFA would essentially supplant the 2018 Funding and Services Agreement between SBFCA, LD 1 and LD 9.
2. Contract with a member agency (LD 1, LD 9 or Sutter County) for services
3. Issue a request for qualifications for staff services
4. Some combination of options 1 and 2

¹ Downey Brand serves as counsel to SBFCA and not to FRWLFA, unless FRWLFA chooses to contract directly with Downey Brand for legal services.

Function	Options for Service
Legal	TBD per Agenda Item #5
Budget/Financial (if needed)	SBFCA, County or RFQ
Board Meeting Support	SBFCA or RFQ
Auditor/Treasurer (if needed)	County or RFQ
Operational Policies/Procedures	SBFCA or RFQ
Oversight and Administration of the Assessment Engineering Services Contract	SBFCA and/or LD 1, or RFQ

With respect to options 1 and 2, a model services contract is attached for the Board's consideration.

Budgetary Considerations

Pursuant to the 2018 Funding and Services Agreement, SBFCA is providing financial assistance in support of FRWLFA's establishment of a long term funding source for Levee O&M by covering all costs associated with this effort. It is contemplated that these costs would ultimately be repaid, over a time frame to be determined from future assessments if the establishment of an assessment is successful. It is expected that under any option considered by the Board, SBFCA would continue to cover these costs, however, the approach and contractual arrangement is to be determined by the Board as part of this item.

**SERVICES AGREEMENT
BETWEEN THE FEATHER RIVER WEST LEVEE FINANCING AUTHORITY AND
[INSERT ENTITY HERE]**

This Services Agreement (“**Agreement**”) is entered into effective as of June ____, 2020 (the “**Effective Date**”), by and between the Feather River West Levee Financing Authority (“**FRWLFA**”) and [INSERT ENTITY HERE] (“**entity**”), each a “**Party**” and together the “**Parties**.”

In consideration of the mutual promises, covenants, and agreements contained herein and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. Recitals. The following recitals are true and correct and shall be viewed as the context for this Agreement:

a. FRWLFA is a joint power agency which was formed in 2020 to levy a special assessment on all properties benefitting from levee operation, maintenance, repair, rehabilitation and replacement services provided by LD 1 and LD 9.

b. Pursuant to the Joint Exercise of Powers Agreement (“JPA Agreement”) that created FRWLFA, the Board of FRWLFA has the power to appoint and retain such consultants and independent contractors as may be necessary.

c. FRWLFA wishes to contract with ENTITY for the services described herein.

d. The Parties wish to enter into this Agreement for the purpose of clarifying their roles with respect to the financial services performed by ENTITY for FRWLFA.

2. Term. This Agreement shall commence on the Effective Date and terminate upon thirty (30) days written notice by either Party to the other Party (the “**Term**”).

3. Services. ENTITY agrees to provide the services (“Services”) as described within the scope of services attached hereto as Exhibit 1 (“Scope of Services”). FRWLFA agrees to pay ENTITY quarterly for the Services in an amount that reflects ENTITY’s costs for the Services.

4. Indemnification. ENTITY shall indemnify, defend, and hold harmless FRWLFA, its officers, employees, and agents from and against any and all claims, loss, costs, expenses (including, but not limited to, attorney’s fees and costs incurred by FRWLFA), injury, or damage arising out of the negligence, recklessness, or willful misconduct of Contractor, its employees, officers, or agents, or any of its contractors or subcontractors used in performance of this Agreement, excepting liabilities due to the negligence, recklessness, or willful misconduct of FRWLFA.

5. Entire Agreement. This Agreement supersedes any and all agreements, either oral or written, between the Parties with respect to the rendering of Services. No other agreement,

statement, or promise not contained in this Agreement shall be valid and binding. Any modification of this Agreement will be effective only if in writing and signed by the Party to be bound.

6. Severability. If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will continue in full force without being impaired or invalidated in any way, and the Parties hereby agree that the portion so held invalid, unenforceable, or void shall, if possible, be deemed amended or reduced in scope, or otherwise be stricken from this Agreement to the extent required for the purposes of validity and enforcement thereof.

7. Section Headings for Convenience Only. The section headings herein are for the purpose of convenience only and are not intended to define or limit the contents of any section.

8. Waiver. The failure of either Party to insist on strict compliance with any of the terms, covenants, or conditions of this Agreement by the other Party shall not be deemed a waiver of that term, covenant, or condition nor shall any waiver or relinquishment of any right or power at any one time or times be deemed a waiver or relinquishment of that right or power for all or any other times.

9. Assignment. This Agreement cannot be assigned by either Party without the prior written consent of the other Party.

10. Governing Law. This Agreement shall be governed by the laws of the State of California.

11. Counterpart Originals. This Agreement may be signed in counterpart originals.

Feather River West Levee Financing Authority

_____, Board President

ENTITY

Name, Title

Feather River West Levee Financing Authority

June 10, 2020

TO: Board of Directors

FROM: Michael Bessette – SBFCA Executive Director
Seth Wurzel – SBFCA Budget Manager

SUBJECT: Discussion and possible action on Professional Services Agreement for Assessment District Engineering and Public Outreach Services.

Recommendation

The Board of Directors review this report and the options presented by the review committee for engaging one or more consultants to provide Assessment District Engineering and Public Outreach Services. The Board should review all of the options and provide direction on:

1. The desired path forward for the selection of a consultant; and,
2. The desired approach for contracting the work.

Background

On April 22, 2020, on behalf of the proposed Feather River West Levee Financing Authority (FRWLFA) at the time, Sutter Butte Flood Control Agency (SBFCA) issued a Request for Proposals for Benefit Assessment District Formation Services (RFP). The goal of the proposed assessment is to provide additional funding to the FRWLFA which it could then distribute to both LD1 and LD9 to fund their respective Levee O&M budget shortfalls. The issuance of the RFP took place after the Sutter County Board of Supervisor's approval of the Joint Exercise of Powers Agreement for the formation of FRWLFA. The RFP was sent to 9 firms that are known to SBFCA staff and consultants to have demonstrated experience in this field in addition to posting the RFP on SBFCA's website. Proposals were due on May 22, 2020. In summary, the RFP requested the following services:

1. The preparation of a preliminary benefit spread and assessment rate analysis for review by the FRWLFA.
2. The preparation of all required documents, including an Engineer's Report, to conduct a Proposition 218 ballot proceeding.
3. The delivery of an effective and comprehensive public education campaign with the outreach efforts coordinated with the requirements of Proposition 218 (i.e., all required notices, etc.)
4. The administration of an efficient and accurate hearing and balloting process including tabulation, consistent with the requirements of Proposition 218. And,
5. Should the ballot proceeding result in a majority protest of the proposed assessment, administration of the first year's collection of the assessment.

During the advertisement period, staff of SBFCA, LD1 and LD9 formed a review committee to evaluate the proposals received and make a recommendation to the FRWLFA Board of Directors. The review panel consisted of the following individuals:

- Michael Bessette, SBFCA Executive Director
- Seth Wurzel, SBFCA Budget Manager
- Andrew Stresser, Levee Districts 1 & 9 General Manager

- Sean Minard, Levee Districts 1 & 9 Engineer

At the close of advertisement period, SBFCA received only one proposal from the following firm:

- SCI Consulting Group (SCI)

The evaluation committee developed criteria consistent with the RFP to evaluate the proposals that consisted of a review of the following factors:

1. Demonstrated experience and success;
2. Understanding of FRWLFA's goals;
3. Qualifications and experience of assigned staff;
4. Quality Control processes and procedures;
5. Familiarity with the locality; and,
6. Firm reputation.

After a review of the SCI proposal and contact with firms that did not submit a proposal, the committee recommends that the FRWLFA consider the following factors and options for proceeding forward.

Factors for Consideration by the Board of Directors

- The review committee learned that some firms, after being sent RFP by e-mail from SBFCA, did not receive the RFP or the RFP did not reach the intended recipients. The RFP was distributed in mid-April, during the statewide Shelter in Place Order, and staff suspects that during this time period there could have been a lack of effective communication and potential confusion. As a result, staff expects that this contributed to the lack of effective response to the RFP.
- The proposal received from SCI does not provide a sufficient focus on Public Outreach and presupposes a significant level of agency involvement in the process. Staff considers this portion of the scope of work a critical component of the overall effort.

Options for Board Consideration

Staff has identified the following three options for the Board to consider as ways to move forward –

1. Recirculate a New RFP: Update the RFP to provide a greater emphasis on Public Outreach and recirculate it. SBFCA staff should also contact each firm on the distribution list by phone and e-mail to ensure the proposal has been received and encourage a response. This would include SCI.
2. Move forward with SCI with an Expanded Scope of Work: The Board could direct staff to work with SCI and negotiate a final scope of work that places a greater emphasis on public outreach.
3. Move forward with SCI and issue an additional RFP for Separate Public Outreach Scope of Work: The Board could direct staff to move forward with SCI's proposed Scope as presented, however, prepare a new RFP for a separate Public Outreach Scope of Work to supplement the effort.

Once the Board has provided direction on the selection process for a consultant, the Board should also provide direction on how it desires to contract with and manage the selected firm.

Funding to cover the cost of the services has been committed by SBFCA. There are many ways that FRWLFA can engage a consultant to perform the services. The following two options have been identified by staff as two convenient and practical options for consideration.

1. SBFCA Professional Services Contract on behalf of FRWLFA
 - Under this option, SBFCA would enter into a contract with a consultant to perform the services, however, within the approved scope of work it would be clear that all services are to be

performed at the direction of FRWLFA. SBFCA's only responsibility would be to pay for the services as directed and approved by the designated FRWLFA contact.

2. FRWLFA Direct Professional Services Contract with a separate FRWLFA agreement with SBFCA to pay for the Services
 - Under this option, FRWLFA would enter into an agreement with a consultant. Under a separate agreement, SBFCA would agree to pay for these services directed and approved by the designated FRWLFA contact.

Under both of these approaches, it will be important for the FRWLFA Board to make it clear who would be designated by the Board as the FRWLFA contact directing and managing the work.

Based on the direction provided under Agenda Item 2 of this meeting, it is expected that consistent direction can be provided by the Board on the best way to engage the selected consultant.

Summary

In summary, the committee convened to evaluate the proposals and recommends the follow:

1. That the Board provide direction on selection.
2. That the Board provide direction and authorization to SBFCA and or the Board Chair to enter into the preferred contractual arrangement to engage the services.

Feather River West Levee Financing Authority

June 10, 2020

TO: Board of Directors

FROM: Michael Bessette – SBFCA Executive Director
Andrea Clark – SBFCA Legal Counsel

SUBJECT: Discussion and direction regarding submission of required JPA documentation, including Notice of Agreement and Registry of Public Agencies, and Development of Agency Website

Pursuant to Government Code Section 6503.5, this Board is required to approve a Notice of Agreement and submit such Notice to the Secretary of State within thirty (30) days to the effective date of the Agreement. The Notice will include: 1) the name of each public agency which is a party to the Agreement; 2) the date on which the Agreement became effective; and 3) a statement of the purpose of the Agreement or the power to be exercised. Once the Notice is signed, staff will send it to the Secretary of State.

Recommendation:

Approve the attached Notice of Agreement and authorize Chair to sign.

Attachments

Notice of Joint Powers Agreement Form NP-SF-404a
Registry of Public Agencies Form SF-405



State of California

Secretary of State

FILE NO. _____

NOTICE OF A JOINT POWERS AGREEMENT

(Government Code section 6503.5)

Instructions:

1. Complete and mail to: Secretary of State, P.O. Box 942870, Sacramento, CA 94277-2870.
2. Include filing fee of \$1.00.
3. Do not include attachments, unless otherwise specified.
4. A copy of the full text of the joint powers agreement and amendments, if any, must be submitted to the State Controller's office. For address information, contact the State Controller's office at www.sco.ca.gov.

(Office Use Only)

Name of the agency or entity created under the agreement and responsible for the administration of the agreement:

Agency's or Entity's Mailing Address: _____

Title of the agreement: _____

The public agencies party to the agreement are (if more space is needed, continue on a separate sheet and attach it to this form):

(1) _____

(2) _____

(3) _____

Effective date of the agreement: _____

Provide a condensed statement of the agreement's purpose or the powers to be exercised: _____

RETURN ACKNOWLEDGMENT TO: (Type or Print)

NAME

[

]

Date

ADDRESS

Signature

CITY/STATE/ZIP

[

]

Typed Name and Title



Secretary of State
Registry of Public Agencies
(Government Code section 53051)

SF-405

IMPORTANT — [Read Instructions](#) before completing this form.

There is **No Fee** for a Registry of Public Agencies filing

Copy Fees – First page \$1.00; each attachment page \$0.50;
Certification Fee - \$5.00

This Space For Office Use Only

1. Type of Filing (Check one.)

- ☐ Initial Filing (first Registry of Public Agencies filing for an agency)
☐ Updated Filing (change to an existing Registry of Public Agencies record)

2. Agency Information

a. Full Legal Name of Public Agency

b. Nature of Update (complete if Updated Filing)

c. County

d. Official Mailing Address

3. Chairperson, President, or Other Presiding Officer

a. Name

b. Title

c. Business or Residence Address

4. Clerk or Secretary

a. Name

b. Title

c. Business or Residence Address

5. Other Members of the Governing Board (Enter as many as applicable. Attach additional pages for additional members.)

Name

Business or Residence Address

Name

Business or Residence Address

Name

Business or Residence Address

Name

Business or Residence Address

Name

Business or Residence Address

6. Date and Sign Below (Additional members set forth on attached pages, if any, are incorporated herein by reference and made part of this Form SF-405, Registry of Public Agencies.)

Date

Signature

Type or Print Name

Instructions for Completing the Registry of Public Agencies (Form SF-405)

The governing body of a public agency is required, within 70 days after the commencement of the agency's legal existence, to file a specified statement of facts about the agency with the Secretary of State. This information is also required to be updated within 10 days of a change to it.

Fees:

- **Filing Fee:** There is **no fee** for a Registry of Public Agencies filing.

Copies: To obtain copies or certified copies of the filed document, include payment for copy fees and certification fees at the time the document is submitted. Copy fees are \$1.00 for the first page and \$0.50 for each additional page. For certified copies, there is an additional \$5.00 certification fee, per copy.

Payment Type: Check(s) or money orders should be made payable to the Secretary of State. **Do not send cash by mail.** If submitting the document in person in our Sacramento office, payment also may be made by credit card (Visa or Mastercard).

If you are not completing this form online, please **type or legibly print** in black or blue ink. **Complete the Registry of Public Agencies (Form SF-405) as follows:**

Item	Instruction	Tips
1.	You must check the appropriate box (check one).	• If this is the first Registry of Public Agencies filing for an agency, check "Initial Filing". • If this is a change to an existing Registry of Public Agencies record, check "Updated Filing".
2a.	Enter the full legal name of the public agency.	
2b.	Indicate the nature of the update if this is an updated filing.	• Leave this blank for initial filings. • For updated filings, list information that has changed.
2c.	Enter the county or counties in which the agency operates.	• List as many as applicable. If additional space is required, attach additional pages.
2d.	Enter the agency's official mailing address.	• The complete address is required, including the street name and number, city, state, and zip code. • P.O. box is acceptable.
3a.	Enter the Chairperson, President, or Other Presiding Officer's name.	
3b.	Enter the Chairperson, President, or Other Presiding Officer's official title.	• Include the full official title.
3c.	Enter the Chairperson, President, or Other Presiding Officer's business or residence address.	• A complete address is required, including the street name and number, city, state, and zip code.
4a.	Enter the Clerk or Secretary's name.	
4b.	Enter the Clerk or Secretary's official title.	• Include the full official title.

4c.	Enter the Clerk or Secretary's business or residence address.	• A complete address is required, including the street name and number, city, state, and zip code.
5.	Enter the name and business or residence of any other members of the agency's governing board, if applicable.	• A complete address is required, including the street name and number, city, state, and zip code. • Attach additional pages if additional space is required.
6.	Date, sign, and print the name of the individual completing the form.	

Where to File: Completed forms along with the applicable fees, if any can be mailed to Secretary of State, Special Filings Unit, P.O. Box 942870, Sacramento, CA 94277-2870 or delivered in person (drop off) to the Sacramento office, 1500 11th Street, 2nd Floor, Sacramento, CA 95814. This form is filed only in the Sacramento office.

Legal Authority: General statutory filing provisions are found in Section [53051](#). All statutory references are to the California Government Code, unless otherwise stated.

Feather River West Levee Financing Authority

June 10, 2020

TO: Board of Directors

FROM: Michael Bessette – SBFCA Executive Director

SUBJECT: Discussion and Possible Action to Appoint an Attorney

Pursuant to Section 3.05 of the Joint Exercise of Powers Agreement, the Board has the ability to retain an attorney. The Board will find it necessary to retain the services of an attorney in order to counsel the Board regarding upcoming issues and obligations. The Board may wish to pick an attorney to operate for the Authority long term, or may prefer to select an interim counsel to handle start-up issues, with a conscious decision to select a permanent counsel later. Some of the most logical options for the Authority include:

1. The Board could hire its own attorney with no connection to other regional parties;
2. The Board could appoint Downey Brand, the SBFCA Counsel;
3. The Board could appoint the Sutter County Counsel;
4. The Board could appoint Somach Simmons and Dunn, the LD1 Counsel; or
5. The Board could appoint Gallery & Barton, the LD9 Counsel.

If the Board selects any of options 2-5, then the Board must also delegate authority to the Authority Chair to grant a conflict waiver allowing the counsel to be appointed.

Some considerations for or against the various options include:

- Options 2-5 are likely the most plug-n-play in that these lawyers already understand many of the relevant issues;
- Options 3-5 could create problems with conflicts with a member agency of the Authority, creating at least an impression of favoritism;
- Option 2 could create problems with conflicts with SBFCA, the initial funder of the Authority's efforts, although those conflicts seems most hypothetical;
- Option 1 likely presents the least conflicts, but also brings on board a firm that has little familiarity with the players and issues that are present.

Recommendation

Appoint Downey Brand as interim legal counsel.

Feather River West Levee Financing Authority

June 10, 2020

TO: Board of Directors

FROM: Michael Bessette – SBFCA Executive Director

SUBJECT: Discussion and Possible Action to Establish a Principle Office and Adopt a Resolution Setting a Meeting Time and Place

As a public agency, FRWLFA should have a principle office. This Board is authorized to select a principle office so long as it is located within the boundaries of the Agency. The main office of Levee District 1 is located within the boundaries of the Agency at 243 Second Street in Yuba City, and this office could also serve as the principle office of this Agency. Other options include the offices of LD 9 or Sutter County.

Pursuant to Section 2.04 of the Joint Exercise of Powers Agreement, this Board is required to set, through a resolution, a meeting time and place. The time should be convenient for all members of the Board and the interested public. The place must be within the territory of at least one of the member agencies, or within the boundaries of the agency. One option would be the City of Yuba City Sutter conference room within City Hall, which is available from 3:00 – 5:00 p.m. following meetings conducted by the Sutter Butte Flood Control Agency, which is commonly held on the second Wednesday of every month. Another possible choice would be the large conference room near the Chief Administrator's office at Sutter County office (1160 Civic Center Blvd.).

Recommendation

1. Select 243 Second Street (Levee District 1 office) as the principle office for the Agency.
2. Adopt the attached Resolution Number 2020-01 setting a meeting time and place at 1201 Civic Center Blvd., Yuba City, CA (Sutter Conference Room), meeting to be held at 3:00 p.m.

FEATHER RIVER WEST LEVEE FINANCING AUTHORITY

Resolution No. 2020-01

A Resolution by the Board of Directors of the Feather River West Levee Financing Authority setting a meeting time and place.

WHEREAS, the Feather River West Levee Financing Authority is a newly formed agency pursuant to a Joint Power Agreement; and

WHEREAS, the Board of Directors wished to set the regular meeting time and place of the Agency.

NOW, THEREFORE, BE IT RESOLVED the Feather River West Levee Financing Authority Board of Directors set the regular meetings of the Agency at [set day and time] and the meeting shall be held at [set place].

PASSED and **ADOPTED** this 10th day of June, 2020 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

CHAIRMAN:

Feather River West Levee Financing Authority

June 10, 2020

TO: Board of Directors

FROM: Michael Bessette – SBFCA Executive Director

SUBJECT: Discussion of items for consideration and placement on the next Board of Directors meeting agenda

This time has been set aside for the Board's discussion of items to be considered at a second meeting of the Agency. Some issues for consideration that will require the Board's attention include the following:

1. Discussion regarding the scope of services with the selected Assessment Engineering Firm;
2. Possible action regarding a Conflict of Interest Code;
3. Other possible staffing needs of the Agency; and,
4. Other items as discussed during this first meeting.

Recommendation

The Board should determine when it would be appropriate to hold the next meeting. If the meeting is not in accordance with the regular meeting, as established in the resolution adopted under item 6 of this agenda, the meeting should be called as a special meeting.

Feather River West Levee Financing Authority

June 10, 2020

TO: Board of Directors

FROM: Michael Bessette – SBFCA Executive Director

SUBJECT: Discussion of filing requirements for Form 700 Statement of Economic Interest to the Fair Political Practices Commission

Pursuant to the Political Reform Act (Gov. Code sections 81000-91014), most government officials and employees are required to publicly disclose their personal assets and income. The members of the Board will be required to file a Form 700.

The Board will be required to develop and adopt a conflict of interest code which will dictate where to file the Form. Until such code has been adopted, you can file your Forms electronically with Fair Political Practices Commission (FPPC) through their online portal. The Forms must be filed within thirty (30) days of assuming office.