AGENDA SUMMARY
AGRICULTURE/PUBLIC
PROTECTION AND GENERAL
GOVERNMENT COMMITTEE

The agenda and staff reports are posted on the Sutter County Website at:
Agenda items are available for review at the Agricultural Department
located at 142 Garden Highway, Yuba City, during normal business hours

NOVEMBER 26, 2018

3:30 PM
1160 CIVIC CENTER BLVD., SUITE A
YUBA CITY, CA

County Administrator Office

Scott Mitnick, County Administrator

1) Adoption of a Resolution Making a Finding of a Public Purpose and Approving Disbursement of
Taxes to the City of Live Oak and City of Yuba City

2) Proposed Amendment to Independent Contractor Agreement with KNN Public Finance, LLC for
Financial Advisory Services for Facilities Consolidation Increasing the Amount from $32,500 to
$82,500, and Associated FY 2018-2019 General Fund $50,000 Budget Amendment (4/5ths vote
required)

Clerk of the Board

Donna Johnston, Clerk of the Board

3) Applicant Interviews for the Natomas Basin Conservancy Board of Directors

Museum

Jessica Hougen, Museum Curator

4) Approval of an amendment to the Fiscal Year 2018-19 Adopted Budget for asbestos removal for
$6,479 (4/5ths vote required)

Sheriff

J. Paul Parker, Sheriff - Coroner

5) Approval of Budget Amendment for FY 2018-19 to Appropriate Funds to transfer from
Supplemental Law Enforcement Services Fund (SLESF 0155) to the Public Safety Fund (0015)
budget units: Sheriff-Coroner (2201) and Sheriff Communications (1600) to provide for various
law enforcement purchases in the amount of $91,750. (4/5ths Vote Required).

Requests for assistive listening devices or other accommodations, such as interpretive services, should be made
through the Agricultural Commissioner's Office at (530) 822-7500. Requests should be made at least 72 hours prior
to the meeting. Later requests will be accommodated to the extent feasible.
Recommendation:

Adopt a resolution making a finding of a public purpose and approving disbursement of taxes collected by Sutter County on behalf of the City of Live Oak and City of Yuba City pursuant to the Affordable Housing Cooperation Agreement.

Background:

Sutter County has an Affordable Housing Cooperation Agreement ("Agreement") with the City of Live Oak, the City of Yuba City, the Consolidated Area Housing Authority of Sutter County, the Redevelopment Agency of the City of Yuba City, and the Sutter County Affordable Housing Corporation. Under the Agreement, the Cities would receive an annual Payment In-Lieu of Tax ("PILOT") from the Housing Authority to assist with the development of affordable housing in the cities. In 1997, the County began withholding PILOT funds received by the Cities and continued this practice until 2007; pursuant to the agreement.

These funds are held in two separate funds for each city: In-Lieu Housing Authority-LO, which holds approximately $258,000, and In-Lieu Housing Authority-YC, which holds approximately $491,000. These funds should be disbursed to each jurisdiction so the money can be used, as intended, to increase and improve the supply of affordable housing in the cities.

Prior Board Action:

This item has not been previously considered by the Board.

Board Alternatives:

The Board could take no action and continue to allow the money to collect interest.

Other Department and/or Agency Involvement:
This Staff Report has been reviewed by the County Administrator’s Office and the Auditor-Controller’s office. County representatives have also been in discussion with both the City of Yuba City and the City of Live Oak.

**Action Following Approval:**

Upon approval, the monies held in the respective funds will be transferred to the Cities and the funds will be closed out.

**Fiscal Impact:**

These tax dollars have been held in separate funds for each jurisdiction. The total, approximately $750,000, should be transferred to the cities. There is no impact to the General Fund or any related County fund.

**Countywide Goals and/or Top Priorities Compliance:**

Goal B - Operate County government in a fiscally and managerially responsible manner to ensure Sutter County remains a viable and sustainable community to live, work, recreate, and raise a family.

Respectfully Submitted,

s/ Scott Mitnick
County Administrator

**Attachments:**

1. PILT RESOLUTION
BEFORE THE BOARD OF SUPERVISORS OF THE
COUNTY OF SUTTER, STATE OF CALIFORNIA

RESOLUTION OF THE BOARD OF SUPERVISORS
AUTHORIZING DISBURSEMENT TO THE CITY OF YUBA CITY OF THE TAXES HELD IN FUND 5173 IN-LIEU HOUSING AUTHORITY-YC, AND TO THE CITY OF LIVE OAK OF THE TAXES HELD IN FUND 5174 IN-LIEU HOUSING AUTHORITY-LO PURSUANT TO THE AFFORDABLE HOUSING COOPERATION AGREEMENT

WHEREAS, the City of Yuba City and City of Live Oak (“Cities”) and the County of Sutter (“County”) have the common power of collecting payments of taxes within their respective jurisdictions; and

WHEREAS, the practice of assisting one another in the collection of payments of taxes allows all payments to be paid at one time at one location, the collecting agency then forwards those fees to the other agency; and

WHEREAS, the County collected in-lieu taxes for the Cities pursuant to the Affordable Housing Cooperation Agreement (“Agreement”) entered into between the City of Yuba City, the City of Live Oak, the Redevelopment Agency of the City of Yuba City, Sutter County Affordable Housing Corporation, and the Consolidated Area Housing Authority of Sutter County; and

WHEREAS, the payments made pursuant to the Agreement were to be used by the Cities to increase and improve the supply of affordable housing in the Cities; and

WHEREAS, the County continued to collect in-lieu taxes for the Cities pursuant to the Agreement through September of 2007 and held the monies in the In-Lieu Housing Authority-YC fund (Fund 5173) and in the In-Lieu Housing Authority-LO fund (Fund 5174); and

WHEREAS, as of September 2007, the County stopped collecting payments for the Cities pursuant to the Agreement; and

WHEREAS, as of October 17, 2018 the In-Lieu Housing Authority-YC fund 5173 holds $492,839.37 and the In-Lieu Housing Authority-LO fund 5174 holds $259,177.89 in payments collected pursuant to the Agreement and interest accrued on those payments; and

WHEREAS, the funds collected pursuant to the Agreement were to have been provided to the Cities but were instead held by the County; and

WHEREAS, the County finds that a public purpose would be served by providing those funds to the Cities in accordance with the Agreement which will allow the Cities to utilize those funds for the purpose of increasing and improving the supply of affordable housing in the local communities.
NOW, THEREFORE, BE IT RESOLVED that the Sutter County Board of Supervisors does hereby find that a public purpose would be served by the County providing those funds collected on behalf of the City of Yuba City and City of Live Oak pursuant to the Affordable Housing Cooperation Agreement, to the Cities which would allow them to utilize those funds to increase and improve the supply of affordable housing in the local communities; and

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Sutter County Board of Supervisors does hereby authorize the Auditor-Controller to disburse the total amount in the In-Lieu Housing Authority-YC (Fund 5173) to the City of Yuba City and the total amount in the In-Lieu Housing Authority-LO (Fund 5174) to the City of Live Oak.

PASSED AND ADOPTED by the Board of Supervisors of the County of Sutter, State of California, this 4th day of December, 2018, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

___________________________________
DAN FLORES, CHAIRMAN
BOARD OF SUPERVISORS

ATTEST:
DONNA M. JOHNSTON, COUNTY CLERK

BY: ________________________________
DEPUTY
AGRICULTURE, PUBLIC PROTECTION AND GENERAL GOVERNMENT COMMITTEE
Standing Committee Staff Report

To: Agriculture, Public Protection & General Government Committee
From: Scott Mitnick, County Administrator
Department: County Administrator
Subject: Proposed Amendment to Independent Contractor Agreement with KNN Public Finance, LLC for Financial Advisory Services for Facilities Consolidation Increasing the Amount from $32,500 to $82,500, and Associated FY 2018-2019 General Fund $50,000 Budget Amendment (4/5th vote required)

Recommendations:
Staff recommends approval of proposed amendment to Independent Contractor Agreement with KNN Public Finance, LLC for financial advisory services for facilities consolidation increasing the amount from $32,500 to $82,500, and associated FY 2018-2019 General Fund $50,000 budget amendment (4/5th vote required).

Background:
As the Board is aware, in accordance with strategic planning study sessions over the last two years, staff plans to rehabilitate and/or consolidate its existing facilities, as well as construct new facilities as needed. A large number of these facilities are dilapidated and very expensive to maintain. The 23 County-owned facilities are spread across the entire County and are logistically inefficient.

A large initial portion of this effort involves relocating a significant portion of our Health and Human Services Department to a vacant commercial building comprising approximately 84,000 square feet located at 850 Gray Avenue in Yuba City. As the County moves forward with these improvements, limited financial resources will be available, and ultimately, competitive financing mechanisms will need to be secured.

To assist staff with the development of financing strategies for these efforts, on February 27, 2018, the Board authorized an Independent Contractor Agreement with KNN Public Finance for financial advisory services. After an extensive RFQ process, KNN Public Finance was selected as the firm with the most relevant experience completing projects similar to the facility consolidation needs of Sutter County. The approved agreement and budget amendment was primarily for determining financing options for the 850 Gray Avenue project. The cost of this service was estimated to not exceed $32,500. Once the financing plan for 850 Gray is identified, staff will return to the Board with a request for contract and budget authority to pay transaction fees within a debt mechanism. Staff also stated that a request would return to the Board for authority to do the same for both the on-call and transaction based fees for the broader
facility consolidation project. Since the financing plan for both projects was not known, staff required flexibility in seeking contract and budget approval at that time.

Presently, the total transaction based fees remain unknown until a specific financing plan is determined. However, staff has a need for advice regarding the broader facility consolidation project. As financing alternatives are identified for the 850 Gray project, subjects such as countywide debt affordability, development of financial policies, and general preparations for debt issuance need to be addressed. To accomplish this, staff is proposing to increase the existing Independent Contractor Agreement with KNN Public Finance by $50,000.

**Prior Board Action:**

On July 11, 2017, the Board authorized the advertisement of a RFQ to select a consultant team to prepare the construction documents for tenant improvements at 850 Gray Avenue. On June 27, 2017, the Board approved 1) a purchase and sale of leasehold interest related to 850 Gray Avenue, 2) entering into a lease agreement related to 850 Gray Avenue and related budget amendments, and 3) authorizing staff to complete required due diligence. Prior to these dates, a number of closed sessions were held regarding the conferring with real property negotiators regarding this subject from 2014 until 2017. On November 14, 2017, the Board authorized the County Administrator to solicit a Request for Qualifications for financial advisory services. On February 27, 2018 the Board approved the original Independent Contractor Agreement with KNN Public Finance for $32,500.

**Alternatives:**

The Board could opt to not approve the amended agreement with KNN Public Finance; however this is not recommended as doing so may delay the 850 Gray Avenue project.

**Other Department/Agency Involvement:**

The work completed with KNN Public Finance involves representatives from multiple County departments, including the Development Services Department, General Services Department, Health and Human Services Department, the Auditor-Controller's Office, the Assessor's Office, and County Administrator's Office.

**Actions Following Approval:**

The County Administrator will proceed to execute the attached amendment to the agreement. Staff will return to the Board for budget and contract authority as needed once transaction fees are known.

**Fiscal Impact:**

The proposed increase to the agreement is $50,000. These services were not included in the FY 2018-19 Adopted Budget. As a result, staff is recommending to reduce General Fund Cancellation of Obligated Fund Balance 0001-1209-00-49995 and increase Non-Departmental Professional Expense 0001-1103-00-52180. Since this budget amendment increases overall appropriations between budget units, a 4/5th vote is required. The transaction fees for the 850 Gray project are presently estimated to not exceed $105,000. Therefore, once the annual debt service amounts are established, staff will return to the Board with the associated budget amendment.

**Standing Committee Review:**

This item was reviewed on the November 26, 2018 Agriculture, Public Protection, and General Government Committee.

Respectfully Submitted,

s/ Scott Mitnick
County Administrator

**Attachments:**
1. Amendment to Agreement - KNN PUBLIC FINANCE
2. 11-15-18 KNN budget amendment final
3. KNN AGREEMENT
FIRST AMENDMENT TO
INDEPENDENT CONTRACTOR AGREEMENT

THE INDEPENDENT CONTRACTOR AGREEMENT (hereinafter “Agreement”), a copy of which is attached hereto as Exhibit 1 and incorporated herein by this reference, by and between the County of Sutter (“County”) and KNN Public Finance, LLC (“Consultant”) is hereby amended as follows:

For valuable consideration, including their mutual promises, receipt of which is hereby acknowledged, the parties agree as follows:

Paragraph 3, subdivision C of the agreement is deleted in its entirety and replaced with the following effective the date this amendment is last signed:

C. The total compensation payable under this Agreement, inclusive of all expenses, shall not exceed Eighty Two Thousand Five Hundred dollars ($82,500.00). The County shall make no payment to Consultant in any greater amount for any extra, further, or additional services, unless such services and payment therefore have been mutually agreed to and this Agreement has been formally amended in accordance with the provisions of this Agreement.

All other terms and conditions of the Agreement shall remain in full force and effect.

In the event of any conflict or inconsistency between the provisions of this amendment and the Agreement, it shall be resolved such that the provisions of this amendment shall control in all respects.

COUNTY OF SUTTER:

_________________________________________________________ Date: _________________
DAN FLORES, CHAIRMAN
SUTTER COUNTY BOARD OF SUPERVISORS

CONSULTANT

_________________________________________________________ Date: _________________
DAVID LEIFER / SENIOR MANAGING DIRECTOR
KNN PUBLIC FINANCE LLC

ATTEST:

_________________________________________________________ Date: _________________
Donna M. Johnston, Clerk-Recorder
By: Deputy
<table>
<thead>
<tr>
<th>Fund</th>
<th>Department</th>
<th>Account Name</th>
<th>Number</th>
<th>Appropriation Account Increase/ Decrease</th>
<th>Revenue Account Increase/ Decrease</th>
<th>Unreimbursed Account Increase/ Decrease</th>
<th>Cost Change</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>0001</td>
<td>General - Contingency</td>
<td>Appropriation for Contingency</td>
<td>0001-9900-00-59900</td>
<td>($50,000)</td>
<td></td>
<td></td>
<td></td>
<td>Amendment to Independent Contractor Agreement - Financial Advisory Services</td>
</tr>
<tr>
<td>0001</td>
<td>General Revenues</td>
<td>Cancellation of Obligated Fund Balance</td>
<td>0001-1209-00-49995</td>
<td>$50,000</td>
<td></td>
<td></td>
<td></td>
<td>Amendment to Independent Contractor Agreement - Financial Advisory Services</td>
</tr>
</tbody>
</table>

0001 General - Contingency Appropriation for Contingency 0001-9900-00-59900 ($50,000)

0001 General Revenues Cancellation of Obligated Fund Balance 0001-1209-00-49995 $50,000

$0 $0
INDEPENDENT CONTRACTOR AGREEMENT

This Independent Contractor Agreement ("Agreement") is made and entered into this 27th day of February, 2018, by and between Sutter County, a political subdivision of the State of California ("County"), and KNN Public Finance, LLC ("Consultant").

RECITALS:

A. County has determined that it is desirable to retain Consultant to provide municipal advisory services; and

B. Consultant represents that it possesses the qualifications, experience, and facilities necessary to perform the services contemplated herein and has proposed to provide those services; and

C. The County desires to retain Consultant to perform the proposed services.

County and Consultant agrees as follows:

AGREEMENT:

1. Scope of Services. Pursuant to Government Code Section 31000, County retains Consultant to perform all the professional services described in Exhibit "A" which is attached hereto and incorporated herein by this reference which shall include providing municipal advisory services ("Services").

2. Term. Services under this Agreement shall commence on the effective date of this agreement, and shall continue until 12/31/2021, or until the agreement is terminated by either party in accordance with the provisions of this Agreement.

3. Compensation.

A. The compensation to be paid by County to Consultant for the professional services described in Exhibit "A" shall be the Fixed price, Annual price, Monthly price or Hourly rate set forth in Exhibit "B" which is attached hereto and incorporated herein by this reference.

B. To the extent that Consultant is entitled to reimbursement for travel, meals, and lodging, such reimbursement shall be subject to the prior approval of the County Purchasing Agent or authorized deputy and shall be reimbursed in accordance with the County's Travel and Business Expense Policy.

C. The total compensation payable under this Agreement, inclusive of all expenses, and excluding transaction fees, shall not exceed thirty two thousand, five hundred dollars ($32,500.00). Further amendments of this total
compensation payable will be made as the financing plan for a particular project/financing is known or as otherwise needed. The County shall make no payment to Consultant in any greater amount for any extra, further, or additional services, unless such services and payment therefore have been mutually agreed to and this Agreement has been formally amended in accordance with the provisions of this Agreement.

D. Consultant agrees to testify at County’s request if litigation is brought against County in connection with Consultant’s work. Unless the action is brought by Consultant or is based upon Consultant’s negligence or intentional tortious conduct, County will compensate Consultant for the testimony at Consultant’s hourly rate as provided in Exhibit “B”.

4. Invoice and Payments. Consultant shall submit invoices for services rendered during the preceding month. Consultant shall attach to each invoice documentation for the hours charged (if applicable) and the documentation shall include an itemized narrative of work completed during the period billed. The County shall pay invoices that are undisputed within thirty (30) days of receipt and approval. The parties agree to exercise good faith and diligence in the resolution of any disputed invoice amounts.

5. Notice. Any invoices, notices, or other documents required to be given under this Agreement shall be delivered either personally, by first-class postage pre-paid U.S. Mail, or overnight courier to the following addresses or such other address provided by the parties in accordance with this section:

If to the County:

Scott Mitnick
County Administrative Officer
1160 Civic Center Boulevard, Suite A
Yuba City, California 95993
Telephone: (530) 822-7100

If to Consultant:

David Leifer
KNN Public Finance, LLC
1300 Clay Street, Suite 1000
Oakland, California 94612
Telephone: (510) 208-8264

Notice shall be effective upon receipt.

6. Independent Contractor.

A. It is understood and agreed, and is the intention of the parties hereto, that Consultant is an independent contractor, and not the employee or agent of County
for any purpose whatsoever. County shall have no right to and shall not control the manner or prescribe the method by which the professional services are performed by Consultant herein. Consultant shall be entirely and solely responsible for its acts and the acts of its agents, employees, and subcontractors while engaged in the performance of services hereunder. Consultant shall have no claim under this Agreement or otherwise against County for vacation pay, sick leave, retirement benefits, Social Security, workers compensation, disability, or unemployment insurance benefits or other employee benefits of any kind. The parties acknowledge that County shall not withhold from Consultant's compensation any funds for income tax, FICA, disability insurance, unemployment insurance or similar withholding and Consultant is solely responsible for the timely payment of all such taxes and related payments to the state and federal governments, for itself and for its employees, agents, and subcontractors who might render services in connection with this Agreement. The Consultant shall inform all persons who perform any services pursuant to this Agreement of the provisions of this section.

B. In the event that the Consultant's activities under this Agreement, or any of them, are found by any state or federal agency to be those of an employee rather than an independent contractor, Consultant agrees to indemnify County and hold County harmless for any damages, costs, or taxes imposed upon it pursuant to the Internal Revenue Code or state or federal taxing laws, including but not limited to any penalties and interest which County may be assessed by such state or federal agency for failing to withhold from the compensation paid to Consultant under this Agreement any amount which may have been required to be withheld by law.

7. Authority of Consultant. It is understood that Consultant is to provide information, research, advice, recommendations, and consultation services to the County. Consultant shall possess no authority with respect to any County decision. The County is responsible for and shall make all governmental decisions related to work of Consultant.

8. Subcontracting and Assignment. Consultant shall not subcontract or assign any portion of the work to be performed under this Agreement without the prior written consent of County.

9. Ownership of Work Product. All technical data, evaluations, calculations, plans, drawings, details, specifications, estimates, reports, documents, or other work product of Consultant, in both paper and original electronic program forms, shall become the property of the County as they are produced and shall be delivered to the County upon completion of services. Consultant may retain copies for its files and internal use, however, Consultant shall not disclose any of the work products of this Agreement to any third party, person, or entity, without prior written consent of the County. Upon reasonable notice, County representatives shall have access to the work for purposes of inspecting same and determining that the work is being performed in accordance with the terms of the Agreement.

10. Indemnification. To the fullest extent permitted by law, Consultant shall defend (with legal counsel reasonably acceptable to the County), indemnify and hold harmless the County, its officers, employees, and agents, from and against any and all
claims, losses, costs, damages, injuries (including injury to or death of an employee of Consultant or its subcontractors), expenses and liabilities of every kind, nature and description (including incidental and consequential damages, court costs, attorneys' fees, litigation expenses and fees of expert consultants or expert witnesses incurred in connection therewith and costs of investigation) that arise out of, pertain to, or relate to, directly or indirectly, in whole or in part, the negligence, recklessness, or willful misconduct of Consultant, any subcontractor, anyone directly or indirectly employed by them, or anyone that they control (collectively "Liabilities"). Such obligation to defend, hold harmless and indemnify the County, its officers, agents and employees, shall not apply to the extent that such Liabilities are caused by the sole negligence, active negligence, or willful misconduct of the County, its officers, agents and employees. The provisions of the California Government Claims Act, Government Code section 810 et seq., including its defenses and immunities, will apply to allegations of negligence or wrongful acts or omissions by the County. To the extent there is an obligation to indemnify under this paragraph; Consultant shall be responsible for incidental and consequential damages resulting directly or indirectly, in whole or in part, from Consultant’s negligence, recklessness, or willful misconduct.

11. Insurance. Without limiting Consultant’s indemnification of the County, Consultant shall provide and maintain at its own expense and keep in force during the term of this Agreement, or as may be further required herein, the following insurance coverages and provisions:

Workers’ Compensation Insurance with statutory limits, as required by the laws of the State of California and; Employer’s Liability insurance on an “occurrence” basis with a limit of not less than $1,000,000.

Commercial General Liability Insurance at least as broad as CG 00 01, covering premises and operations and including but not limited to, owners and contractors protective, product and completed operations, personal and advertising injury and contractual liability coverage with a minimum per occurrence limit of $1,000,000 covering bodily injury and property damage; General Aggregate limit of $2,000,000; Products and Completed Operations Aggregate limit of $2,000,000 and Personal & Advertising Injury limit of $2,000,000, written on an occurrence form.

Automobile Liability Insurance at least as broad as CA 00 01 with Code 1 (any auto), covering use of all owned, non-owned, and hired automobiles with a minimum combined single limit of $1,000,000 per occurrence for bodily injury and property damage liability.

Professional Liability Insurance covering liability imposed by law or contract arising out of an error, omission or negligent act in the performance, or lack thereof, of professional services and any physical property damage, bodily injury or death resulting therefrom, with a limit of not less than $1,000,000 per claim and in the aggregate. The insurance shall include a vicarious liability endorsement to indemnify, defend, and hold harmless Sutter County for claims arising out of covered professional services and shall have an extended reporting period of not less than two years. That policy retroactive date
coincides with or precedes Consultant's start of work (including subsequent policies purchased as renewals or replacements).

If the policy is terminated for any reason during the term of this Agreement, Consultant shall either purchase a replacement policy with a retroactive date coinciding with or preceding the retroactive date of the terminating policy, or shall purchase an extended reporting provision of at least two years to report claims arising from work performed in connection with this Agreement and a replacement policy with a retroactive date coinciding with or preceding the expiration date of the terminating policy.

If this Agreement is terminated or not renewed, Consultant shall maintain the policy in effect on the date of termination or non-renewal for a period of not less than two years there from. If that policy is terminated for any reason during the two year period, Consultant shall purchase an extended reporting provision at least covering the balance of the two year period to report claims arising from work performed in connection with this Agreement or a replacement policy with a retroactive date coinciding with or preceding the retroactive date of the terminating policy.

All policies of insurance shall provide for the following:

(i) Name Sutter County, members of the Board of Supervisors of Sutter County, its officers, agents and employees, as additional insureds except with respect to Workers' Compensation and Professional Liability.

(ii) Be primary and non-contributory with respect to all obligations assumed by Consultant pursuant to this Agreement or any other services provided. Any insurance carried by Sutter County shall not contribute to, or be excess of insurance maintained by Consultant, nor in any way provide benefit to Consultant, its affiliates, officers, directors, employees, subsidiaries, parent company, if any, or agents.

(iii) Be issued by insurance carriers with a rating of not less than A VII, as rated in the most currently available "Best's Insurance Guide."

(iv) Include a severability of interest clause and cross-liability coverage where Sutter County is an additional insured.

(v) Provide a waiver of subrogation in favor of Sutter County, members of the Board of Supervisors of Sutter County, its officers, agents and employees.

(vi) Provide defense in addition to limits of liability.

Upon execution of this Agreement and each extension of the Term thereafter, Consultant shall cause its insurers to issue certificates of insurance evidencing that the coverages and policy endorsements required under this Agreement are maintained in force and that not less than 30 days written notice shall be given to Sutter County prior to any material modification, cancellation, or non-renewal of the policies. Certificates shall expressly confirm at least the following: (i) Sutter County's
additional insured status on the general liability, and auto liability policies; (ii) and the waiver of subrogation applicable to the workers’ compensation and professional liability policies. Consultant shall also furnish Sutter County with endorsements effecting coverage required by this insurance requirements clause. The endorsements are to be signed by a person authorized by the Insurer to bind coverage on its behalf. The certificate of insurance and all required endorsements shall be delivered to Sutter County’s address as set forth in the Notices provision of this Agreement.

All endorsements are to be received and approved by the County of Sutter before work commences. However, failure to do so shall not operate as a waiver of these insurance requirements.

Unless otherwise agreed by the parties, Consultant shall cause all of its Subcontractors to maintain the insurance coverages specified in this Insurance section and name Consultant as an additional insured on all such coverages. Evidence thereof shall be furnished as Sutter County may reasonably request.

The coverage types and limits required pursuant to this Agreement shall in no way limit the liability of Consultant.


A. All work performed under this Agreement shall be performed and completed in a professional manner. All services shall be performed in the manner and according to the professional standards observed by a competent practitioner of the profession in which Consultant and any subcontractors are engaged.

B. Consultant represents and warrants that it is professionally qualified to perform the services described herein; acknowledges that County is relying upon Consultant’s qualifications to perform these services in a professional manner; and agrees that County’s full or partial acceptance of any work does not release Consultant from its obligation to perform the services in accordance with this Agreement unless County expressly agrees otherwise in writing.

C. Consultant shall not be considered to be in default because of any nonperformance caused by occurrences beyond its reasonable control. The compensation specified in Paragraph 3 may be reduced to account for such nonperformance.


A. Consultant shall be solely responsible for the quality and accuracy of its work and the work of its consultants performed in connection with this Agreement. Any review, approval, or concurrence therewith by the County shall not be deemed to constitute acceptance or waiver by the County of any error or omission as to such work.
B. Consultant shall coordinate the activities of all sub-consultants and is responsible to ensure that all work product is consistent with one another to produce a unified, workable, and acceptable whole functional product. County shall promptly notify Consultant of any defect in Consultant’s performance.

14. **Audit.** The following audit requirements apply from the effective date of this Agreement until three years after County’s final payment:

A. Consultant shall allow County’s authorized representatives reasonable access during normal business hours to inspect, audit, and copy Consultant’s records as needed to evaluate and verify any invoices, payments, and claims that Consultant submits to County or that any payee of Consultant submits to Consultant in connection with this Agreement. ‘Records’ includes, but is not limited to, correspondence, accounting records, sub-consultant files, change order files, and any other supporting evidence relevant to the invoices, payments, or claims.

B. County and Consultant shall be subject to the examination and audit of the State Auditor, at the request of County or as part of any audit of County. Such examinations and audits shall be confined to matters connected with the performance of this Agreement including but not limited to administration costs.

This section shall survive the expiration or termination of this Agreement.

15. **Publication of Documents and Data.** Consultant may not publish or disclose to any third party any information obtained in connection with services rendered under this Agreement without the prior written consent of the County. Notwithstanding the forgoing, submission or distribution to meet official regulatory requirements, or for other purposes authorized by this agreement, shall not be construed as publication in derogation of the rights of either the County or Consultant.

16. **Employment Practices.** Consultant, by execution of this Agreement, certifies that it does not discriminate against any person upon the basis of race, color, creed, national origin, age, sex, disability, or marital status in its employment practices.

17. **Termination.** Either party shall have the right to terminate this Agreement at any time for any reason upon thirty (30) days advance written notice to the other party. Agreements exceeding the monetary limits delegated to the Purchasing Agent, or authorized deputies, are not valid unless duly executed by the Chair of the Board of Supervisors. If this Agreement was executed for the County by the Purchasing Agent, or an authorized deputy, this Agreement shall automatically terminate on the date that the provision of services or personal property or incurring of expenses, the cumulative total of which, exceeds fifty-thousand dollars ($50,000) for personal services contracts or forty-five thousand dollars ($45,000) for public works contracts.

18. **Jurisdiction.** This Agreement shall be administered and interpreted under the laws of the State of California and any action brought hereunder shall be brought in the Superior Court in and for the County of Sutter.
19. Compliance With Law. Consultant shall comply with all applicable federal, state, and local statutes, ordinances, regulations, rules, and orders, including but not limited to those concerning equal opportunity and non-discrimination.

20. Prevailing Wages. To the extent that any of the work performed under this Agreement is a "public work" within the meaning of Labor Code section 1720, subject to the payment of prevailing wages and Labor Code Section 1771, Consultant shall cause all such work, as applicable, to be performed as a "public work" in compliance with California prevailing wage laws. In the event Consultant fails to do so, Consultant shall be liable for the payment of all penalties, wages and/or damages as required by applicable law.

21. Conflict With Laws or Regulations/Severability. This Agreement is subject to all applicable laws and regulations. If any provision of this Agreement is found by any court or other legal authority, or is agreed by the parties, to be in conflict with any code or regulation governing its subject, the conflicting provision shall be considered null and void. If the effect of nullifying any conflicting provision is such that a material benefit of the agreement to either party is lost, the Agreement may be terminated at the option of the affected party. In all other cases, the remainder of the agreement shall continue in full force and effect.

22. Provisions Required by Law Deemed Inserted. Each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to be inserted and this Agreement shall be read and enforced as though it were included. If through mistake or otherwise, any provision is not inserted or is not correctly inserted, then upon application of either Party, the Agreement shall be amended to make the insertion or correction. All references to statutes and regulations shall include all amendments, replacements, and enactments in the subject which are in effect as of the date of this Agreement, and any later changes which do not materially and substantially alter the positions of the Parties.

23. Waivers. Waiver of a breach or default under this Agreement shall not constitute a continuing waiver or a waiver of a subsequent breach of the same or any other provision of this Agreement.

24. Amendments. Any amendments to this Agreement shall be in writing and executed by both parties.

25. Entire Agreement. This Agreement constitutes the entire Agreement between the parties for the provision of services to County by Consultant and supersedes all prior oral and written agreements and communications.

26. Successors and Assigns. This Agreement shall be binding upon and shall inure to the benefit of any successors to or assigns of the parties.
27. **Construction.** This Agreement reflects the contributions of both parties and accordingly the provisions of Civil Code section 1654 shall not apply in interpreting this Agreement.

28. **MSRB Disclosures:** Pursuant to Municipal Securities Rulemaking Board ("MSRB") Rule G-42 and Rule G-10, Consultant incorporates herein by this reference each of the disclosures set forth in Exhibit "C".

**COUNTY OF SUTTER**

By: ________________________________
Scott Mitnick
County Administrator

**CONSULTANT**

By: ________________________________
Authorized Representative
David Leifer/Senior Managing Director

APPROVED AS TO FORM:

By: ________________________________
William J. Vanasek
Assistant County Counsel, Sutter County

Exhibits:
Exhibit A – Scope of Work
Exhibit B – Fee Schedule
Exhibit C – MSRB Disclosures
Exhibit A - Scope of Services for Municipal Advisory Services

I. On Call / Pre-Transaction Municipal Advisory Scope of Services
   a. Assist in developing County debt and other policies
   b. Prepare Debt Affordability Model and analysis
   c. Financing plan development for Capital Improvement Plans
   d. Preparation of preliminary financing plans and debt service analyses for proposed financings
   e. Rating agency outreach and surveillance
   f. Investor outreach and relations programs
   g. Serve as “Independent Registered Municipal Advisor” - evaluate proposals presented to County by underwriters and other market participants
   h. Monitor refunding opportunities
   i. Cash flow analysis (TRANs, Revenue Bonds, Capital Financing Plans)
   j. Assist preparation of Board agenda transmittals
   k. Pension and OPEB financing analysis
   l. Municipal finance educational workshops for staff and Board
   m. General financial analysis
   n. Establish "Best Practices" for disclosure and continuing disclosure compliance
   o. Continuing disclosure filings and compliance
   p. Other Municipal Advisory services, as needed.

II. Transaction Scope of Services for Certificate of Participation and Other Financings
   a. Create and manage the Financing Schedule and Distribution List.
   b. Assist in developing or refining plan of finance – i.e., projects to be financed, assets to be pledged, financing term, interest rate mode, etc.
   c. Prepare debt service numbers under different financing and market scenarios.
d. Assist in determining method of sale (i.e., competitive, negotiated, direct purchase).

e. Conduct request for proposal process for counsel, underwriter(s), trustee, and/or other financing team members, as necessary.

f. Participate in review of legal documents and preliminary official statement. Attend due diligence, working group and Board of Supervisors meetings, as necessary.

g. Assist determination of key parameters for Board Resolution.

h. Assist County in securing rating(s) for the financing. Prepare rating agency presentation materials and accompany County staff to meetings, as necessary.

i. Assess the viability of bond insurance and surety bond policies, and if necessary, manage the process of obtaining and negotiating commitments.

j. Monitor tax-exempt market conditions. Coordinate timing of sale for the financing.

k. For competitive sale, review Official Notice Inviting Bids, Official Notice of Sale, conduct pre-pricing market-update call, take lead in marketing of transaction to competitive underwriters, coordinate timing and logistics of competitive bid, including confirmation of bids on day of sale.

l. For negotiated sale, conduct underwriter RFP solicitation process, negotiate takedown and marketing plan, coordinate pricing activities including pricing comparables, secondary market trades, and make recommendations to County staff regarding scale adjustments.

m. Coordinate closing activities, including drafting Closing Wiring Instructions Memorandum.

n. Provide post-closing report.

III. CIP Funding Plan Development Scope of Services

a. Meet with staff; review space utilization study and current versions of Capital Projects List.

b. Discuss three-year CIP priorities and currently identified and available funding sources.
c. Identify priority projects - those of "High" or "Medium" import and expected dates when money for the projects would be necessary, both for three-year CIP and Mater Capital Project List.

d. Separate projects that are enterprise fund related (i.e., airport, solid waste) and might thus have separate revenue sources vs. projects that are for General Fund departments.

e. Develop cash flow model for groupings of priority projects - groupings may be based on timing, draw schedules or Department/enterprise. The cash flow model will show all potential revenue sources already available for a particular capital project, whether it is grant funding, pay-as-you-go funding, use of reserves/fund balance, etc. On the expenditure side, it will show the expected annual expenditures for each capital project within the three-year CIP.

f. Using the cash flow model, we will then identify annual budgetary funding shortfalls by project or grouping, indicating the need for bond or other financing.

g. Identify and evaluate alternative financing options for each shortfall using different debt tools - lease (Certificate of Participation or Lease Revenue bond) financing, GO bonds, enterprise revenue bonds, special assessments, joint ventures, internal loans, enhanced infrastructure financing district loans, etc.

h. Prepare detailed debt service analyses for each project, under alternative final maturity, debt structure and interest rate scenarios, highlighting the likely budgetary.

i. Consider impacts of debt scenarios on County debt ratios, using Debt Affordability Model.

j. Work with County staff to limit/focus financing options, as appropriate, and prepare final financing plan.

k. Develop funding plan for the three-year CIP while concurrently considering the anticipated financing needs of other projects on the Master Capital Project List.

l. Present and discuss with staff stakeholders and Board of Supervisors, as appropriate.
Exhibit B - Fee Schedule

I. Hourly Fee Schedule

For the On-Call / Pre-Transaction Municipal Advisory Services and the CIP Funding Plan Development Services set forth in Exhibit A, KNN would be paid based on the following hourly rates, subject to annual increases not to exceed 3% per year:

<table>
<thead>
<tr>
<th>Title</th>
<th>Hourly Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Senior Managing Director</td>
<td>$325</td>
</tr>
<tr>
<td>Director</td>
<td>$305</td>
</tr>
<tr>
<td>Vice President</td>
<td>$295</td>
</tr>
<tr>
<td>Assistant Vice President</td>
<td>$270</td>
</tr>
<tr>
<td>Associate</td>
<td>$235</td>
</tr>
<tr>
<td>Analyst</td>
<td>$200</td>
</tr>
</tbody>
</table>

A. Preliminary Analysis and Financing Plan Development for 850 Gray Avenue:

For the on-call advisory services involved in evaluating alternative financing options and developing a financing plan for the 850 Gray Avenue project/financing, we estimate the cost to be between $10,000 and $25,000, assuming the work is completed within 2 months. The specific amount of fees would depend in part on the number of scenarios involved, the number of iterations of the analysis required, the availability of information from County staff and consultants (i.e., architect, Assessor, Auditor-Controller, HHS Director, etc.) and your expectations about numbers of in-person meetings, presentations to the Board, etc. Our goal is to work as efficiently as possible to assist the County in meeting its aggressive timeline for this Project.

B. Development of Financing Plan for County General Fund CIP and Preparation of County Debt Affordability Model and Analysis.

For the on-call advisory services to prepare a financing plan for the County's CIP and county wide consolidation efforts, including preparation of a Debt Affordability Model and evaluation of Debt Affordability in light of rating agency metrics. For these services, we estimate the cost to be between $25,000 and $50,000. The specific cost for the County would depend on a number of factors that we could discuss further, including the scope of the County's current CIP, the extent to which projects are already prioritized, the availability of cost estimates by project, including timing and amount of projected expenditures and available "offsetting" revenues, the number of capital projects involved in the CIP, the availability of information about current county assets that could be used in a lease financing (i.e., age, purpose, locale, liens, etc.), among other factors.
II. Transaction Fee Schedule for Certificate of Participation and Other Financings

For the transaction services set forth in Exhibit A, KNN will be paid a fixed transaction fee. Transaction fees generally are contingent on the successful closing of the financing and can be funded, along with other customary costs of issuance (i.e., bond counsel, disclosure counsel, trustee, rating fees, underwriting fees, etc.), through the bond issue, if desired. See Exhibit C for disclosure about contingent compensation.

KNN typically negotiates transaction fees at the time the plan of finance for the debt offering is known. The fee is based on factors that impact complexity and time commitments, such as bond structure, number of series or projects financed, nature of pledged assets, credit structure, interest rate mode, the method of sale and the frequency with which the issuer has recently accessed the market.

We would provide County staff with a fee proposal in advance of each financing, including a justification for the proposed fee based on the complexity of the financing as well as fee comparables from other transactions. Once agreed upon by County, the transaction fee would then be set forth as an Amendment to this Agreement.

III. Reimbursable Expenses

KNN would seek reimbursement for actual out-of-pocket travel expenses and other costs associated with on-call advisory and transaction engagements, including color copying, outside printing and copying, conference calls, and outside sources of data. Included in these expenses is $550 data charge for access to Bloomberg, TM3 and DBC subscription services, when utilized.
Exhibit C - MSRB Disclosures

MSRB Disclosures

Pursuant to Municipal Securities Rulemaking Board ("MSRB") Rule G-42, on Duties on Non-Solicitor Municipal Advisors, Municipal Advisors are required to make certain written disclosures to clients which include, amongst other things, Conflicts of Interest and any Legal or Disciplinary Events of KNN Public Finance, LLC ("KNN Public Finance") and its associated persons.

Conflicts of Interest

KNN Public Finance represents that in connection with the issuance of municipal securities, KNN Public Finance may receive compensation from an Issuer or Obligated Person for services rendered, which compensation is contingent upon the successful closing of a transaction and/or is based on the size of a transaction. Consistent with the requirements of MSRB Rule G-42, KNN Public Finance hereby discloses that such contingent and/or transactional compensation may present a potential conflict of interest regarding KNN Public Finance’s ability to provide unbiased advice to enter into such transaction. This conflict of interest will not impair KNN Public Finance’s ability to render unbiased and competent advice or to fulfill its fiduciary duty to the Issuer.

If KNN Public Finance becomes aware of any additional potential or actual conflict of interest after this disclosure, KNN Public Finance will disclose the detailed information in writing to the Issuer in a timely manner.

Legal or Disciplinary Events

KNN Public Finance, LLC, has never been subject to any legal, disciplinary or regulatory actions nor was it ever subject to any legal, disciplinary or regulatory actions previously, when it was a division of Zions First National Bank or Zions Public Finance, Inc.

A regulatory action disclosure has been made on Form MA-I for one of KNN’s municipal advisory personnel relating to a 1998 U.S. Securities and Exchange Commission ("SEC") order that was filed while the municipal advisor was employed with a prior firm, (not KNN Public Finance). The details of which are available in Item 9; C(1), C(2), C(4), C(5) and the corresponding regulatory action DRP section on Form MA and Item 6C; (1), (2), (4), (5) and the corresponding regulatory action DRP section on Form MA-I. Issuers may electronically access KNN Public Finance’s most recent Form MA and each most recent Form MA-I filed with the Commission at the following website: www.sec.gov/edgar/searchedgar/companiesearch.htm.
The SEC permits certain items of information required on Form MA and Form MA-I to be provided by reference to such required information already filed on a regulatory system (e.g., FINRA CRD). The above noted regulatory action has been referenced on both Form MA and MA-I due to the information already filed on FINRA's CRD system and is publicly accessible through BrokerCheck at http://brokercheck.finra.org. For purposes of accessing such BrokerCheck information, the Municipal Advisor's CRD number is 4457537.

There has been no change to any legal or disciplinary event that has been disclosed on KNN Public Finance’s original SEC registration Form MA filed on February 8, 2016 or Form MA-1’s filed on January 22, 2016.

Additional Disclosures - MSRB Rule G-10

Pursuant to Municipal Securities Rulemaking Board Rule G-10, on Investor and Municipal Advisory Client Education and Protection, Municipal Advisors are required to provide certain written information to their municipal entity and obligated person clients which include the following:

a) KNN Public Finance, LLC is currently registered as a Municipal Advisor with the U.S. Securities and Exchange Commission and the Municipal Securities Rulemaking Board.

b) Within the Municipal Securities Rulemaking Board (“MSRB”) website at www.msrb.org, Sutter County may obtain the Municipal Advisory client brochure that is posted on the MSRB website. The brochure describes the protections that may be provided by the MSRB Rules along with how to file a complaint with financial regulatory authorities.
Recommendation

The Sutter County Board of Supervisors, at their October 23, 2018 meeting, approved applicant interviews to be conducted for the Natomas Basin Conservancy Board of Directors, which will result in a later recommendation of two applicants to be considered by the Board of Supervisors at its December 4th meeting.

Background

There are two Sutter County vacancies on the Natomas Basin Conservancy Board of Directors due to two term expirations on December 31, 2018.

In compliance with the Maddy Local Appointive List Act of 1975, a Vacancy Notice was posted and advertised. Four (4) applications were received and are attached for your review.

Applicants have been invited to this committee meeting to be interviewed. The Board of Supervisors did not make an interview mandatory to be considered for this appointment.

Fiscal Impact

There is minimal fiscal impact associated with this appointment.

Respectfully Submitted,

s/ Donna Johnston
Clerk Recorder

Attachments:
1. Jill Leal_Natomas Application.pdf
2. Jeffrey Norton_Natomas Application.pdf
3. Dale Whitmore_Natomas Application.pdf
4. Steven Willey_Natomas Application.pdf
APPLICATION FOR SUTTER COUNTY BOARD, COMMITTEE, OR COMMISSION

Return to:
CLERK OF THE BOARD
1160 CIVIC CENTER BLVD, YUBA CITY, CA 95993
(530) 822-7106

RECEIVED
SEP 19 2018

COUNTRY CLERK
and EX-OFFICIO CLERK
BOARD OF SUPERVISORS
SUTTER COUNTY

Instructions: Please complete each section below. Be sure to enter the title of the Board, Committee, or Commission for which you desire consideration. Please type or print in ink legibly. The application will be maintained for a period of 1 year. After one year, it is necessary to file a new application for another year of eligibility. Sutter County reserves the right to close the recruitment without notice upon receipt of a sufficient number of qualified applicants.

BOARD, COMMITTEE, OR COMMISSION TO WHICH YOU ARE APPLYING FOR MEMBERSHIP:
The Natomas Basin Conservancy

SUPERVISORIAL DISTRICT IN WHICH YOU RESIDE: □ First □ Second □ Third □ Fourth □ Fifth

APPLICANT NAME AND RESIDENCE ADDRESS:

Jill A. Leal

First Name       Middle Name       Last Name

Street Address

Home Phone Number        City                        State

Email Address

How DID YOU HEAR ABOUT THIS VACANCY? □ Appeal Democrat □ Flyer □ Sutter County Website
[ ] Other, I currently serve on TNBC Board

Please briefly explain why you wish to serve on this board, committee, or commission. Attach additional sheets, if necessary.

Please see Attachment "A"

If appointed, I commit to attending meetings and fulfilling the responsibilities associated with the appointment.

Applicant's Signature

September 19, 2018

Clerk of the Board USE ONLY - DO NOT WRITE BELOW THIS LINE

Date Received: 9.19.18  Received by: Alicia Naves

Date referred: 9.24.18

To: □ BOS District 1 □ BOS District 2 □ BOS District 3 □ BOS District 4 □ BOS District 5

□ All BOS □ ECC Contact Person Name: Valerie Muezo / Kim Forrester
Attachment “A”

Jill A. Leal

I believe that as a Board Member of TNBC, I can, with great honor, serve Sutter County by providing my expertise in the areas of conservation, agriculture, development, water rights and transfers, and the governmental regulations and IRS guidelines that TNBC is required to operate within. I am President of North State Land Management which manages agricultural and development properties, nonprofit organizations, and other forms of real estate. I served as President of Natomas Mutual Water Company and Secretary of Garden Highway Mutual Water Company. I currently serve as Secretary and Treasurer of Bethel World Foundation.

I have served on The Natomas Basin Conservancy Board since 2016 and have gained much knowledge of the operations of the organization. Working diligently with other Board Members, we have helped implement positive policies such as opening up a public bidding process for all agricultural leases and land maintenance contracts to insure TNBC enters into the best fair market value contracts possible. I sit on the Finance Committee of TNBC which gives me closer oversight of the financial affairs of the organization.

Sutter County deserves TNBC Board Members who will attend all Board and committee meetings, keep engaged, and study all agenda items to be well informed and able to contribute properly by giving good guidance to the staff and management. I have never missed any Board or committee meetings, or any other events hosted by TNBC. Sutter County can be assured I will be a responsible representative in all my duties if so appointed. Thank you for considering me for serving.
APPLICATION FOR SUTTER COUNTY BOARD, COMMITTEE, OR COMMISSION

Return to:

CLERK OF THE BOARD
1160 CIVIC CENTER BLVD, YUBA CITY, CA 95993
(530) 822-7106

Instructions: Please complete each section below. Be sure to enter the title of the Board, Committee, or Commission for which you desire consideration. Please type or print in legible. The application will be maintained for a period of 1 year. After one year, it is necessary to file a new application for another year of eligibility. Sutter County reserves the right to close the recruitment without notice upon receipt of a sufficient number of qualified applicants.

BOARD, COMMITTEE, OR COMMISSION TO WHICH YOU ARE APPLYING FOR MEMBERSHIP:

The Natomas Basin Conservancy Board

SUPERVISORY DISTRICT IN WHICH YOU RESIDE: [ ] First [ ] Second [ ] Third [ ] Fourth [X] Fifth

APPLICANT NAME AND RESIDENCE ADDRESS:

<table>
<thead>
<tr>
<th>First Name</th>
<th>Middle Name</th>
<th>Last Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jeffrey</td>
<td>Scott</td>
<td>Natomas</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Street Address</th>
<th>City</th>
<th>State</th>
<th>Zip Code</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Home Phone Number</th>
<th>Cell Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Email Address: [ ]

HOW DID YOU HEAR ABOUT THIS VACANCY? [ ] Appeal [ ] Democrat [X] Flyer [ ] Sutter County Website [ ] Other

PLEASE BRIEFLY EXPLAIN WHY YOU WISH TO SERVE ON THIS BOARD, COMMITTEE, OR COMMISSION. ATTACH ADDITIONAL SHEETS, IF NECESSARY.

I am currently serving as the Board Representative for Sutter County. I have served on the Commission and Governance Committee and the Finance Committee and am now serving on the Audit Committee. Having served on the Board for almost twelve years, I have learned a great deal about the workings of the Conservancy and feel I can work to improve the Conservancy.

IF APPOINTED, I COMMIT TO ATTENDING MEETINGS AND FULFILLING THE RESPONSIBILITIES ASSOCIATED WITH THE APPOINTMENT.

APPLICANT'S SIGNATURE: [Signature]

DATE: 11/21/18

CLERK OF THE BOARD USE ONLY—DO NOT WRITE BELOW THIS LINE

Date Received: 9/24/18
Date referred: 9/24/18

To: [ ] BOS District 1 [ ] BOS District 2 [ ] BOS District 3 [ ] BOS District 4 [ ] BOS District 5
[ ] All BOS

X BCC Contact Person Name: Valerie Hughes / Kim Burns

Received by: Gina Graham
Deputy Clerk of the Board
APPLICATION FOR SUTTER COUNTY BOARD, COMMITTEE, OR COMMISSION

Return to:
CLERK OF THE BOARD
1160 CIVIC CENTER BLVD.
YUBA CITY, CA 95993
(530) 822-7106

Instructions: Please complete each section below. Be sure to enter the title of the Board, Committee, or Commission for which you desire consideration. Please type or print in ink legibly. The application will be maintained for a period of 1 year. After one year, it is necessary to file a new application for another year of eligibility.

BOARD, COMMITTEE, OR COMMISSION TO WHICH YOU ARE APPLYING FOR MEMBERSHIP:
Natomas Basin Conservancy Board of Directors

SUPERVISORIAL DISTRICT IN WHICH YOU RESIDE: □ First □ Second □ Third □ Fourth □ Fifth

APPLICANT NAME AND RESIDENCE ADDRESS:

<table>
<thead>
<tr>
<th>Dale</th>
<th>Leonard</th>
<th>Whitmore</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Name</td>
<td>Middle Name</td>
<td>Last Name</td>
</tr>
<tr>
<td>Street Address</td>
<td>City</td>
<td>State Zip Code</td>
</tr>
<tr>
<td>Home Phone Number</td>
<td>Cell Phone Number</td>
<td></td>
</tr>
<tr>
<td>Email Address</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

PLEASE BRIEFLY EXPLAIN WHY YOU WISH TO SERVE ON THIS BOARD, COMMITTEE, OR COMMISSION. ATTACH ADDITIONAL SHEETS, IF NECESSARY.

I served as the Dept. of Fish and Wildlife Environmental Scientist for 30 years in Sutter, Yuba and Butte Counties. I retired in 2014. I am familiar with the operation and maintenance of mitigation lands. Though I do not live in Sutter County, my 30 years of experience as the Environmental Scientist managing the state lands and wildlife in Sutter County and as an active volunteer with the Sutter County Fish and Game Commission, shows my commitment to the public and wildlife in Sutter County. I have attached my summary of service to the residents of Sutter and Yuba Counties. I would appreciate your consideration of this request. Thank you.

IF APPOINTED, I COMMIT TO ATTENDING MEETINGS AND FULFILLING THE RESPONSIBILITIES ASSOCIATED WITH THE APPOINTMENT.

Dale Whitmore  
APPLICANTS SIGNATURE  
August 7, 2017  
DATE

CLERK OF THE BOARD USE ONLY – DO NOT WRITE BELOW THIS LINE

Date Received: 8/7/17  
Received by: [Signature]  
Deputy Clerk of the Board

Date referred: 8/8/17  
By: [Signature]  
Deputy Clerk of the Board

To: □ BOS District 1 □ BOS District 2 □ BOS District 3 □ BOS District 4 □ BOS District 5
□ All BOS  
□ BCC Contact Person Name: Vanessa Hwang - Natomas

Attachment: Dale Whitmore_Natomas Application.pdf (1298 : Applicant Interviews for the Natomas Basin Conservancy Board of Directors)
Attachment to the Natomas Basin Conservancy Board of Directors Application – Dale Whitmore

Qualifications/Experience:

Occupation: Retired Environmental Scientist (Wildlife Biologist)

Education: Bachelor of Science degree in Wildlife Biology from the University of California at Davis

U.S. Marine Corps Veteran – Proudly served in Okinawa

Sutter County Fish and Game Commission - 32 years as the California Department of Fish and Wildlife, Wildlife Biologist, and/or volunteer since 1984. I have attended nearly all of the meetings.

Yuba County Fish and Game Commission – 25 years as the California Department of Fish and Wildlife, Wildlife Biologist, and/or volunteer since the commission’s inaugural meeting in 1992. I have attended nearly all of the meetings.

Environmental Scientist (Wildlife Biologist) for the Department of Fish and Wildlife – 37 years. Thirty of my 37 years have been working for the sportsmen and wildlife in Yuba and Sutter Counties.

Nelson Slough Junior/Women’s Pheasant Hunt Leader and volunteer for 27 of the past 29 years.

University of California Field Station at Browns Valley Junior Turkey Hunt Leader for the past 22 years.

Marysville Kiwanis Jim Watson Memorial Catfish Derby Coordinator for the past 8 years. Initiated the Rainbow Trout Tubs in 2013 as a new feature for the fishing derby.

Boy Scouts – I have assisted a least a dozen Eagle Scouts earn their Eagle Scout Award with the building of wood duck, bat, tree swallow, barn owl, and catfish boxes. One scout also built a half mile of cattle fence to improve deer habitat.

Ellis Lake in Marysville – I have taken a very active role in improving the management and maintenance of the lake and surrounding grounds for the past 6 years.

Marysville City Councilman – 2010-
Wildlife Habitat Improvement Projects:

I have lead volunteers on several fence building, wood duck box, bat box, tree swallow box, fish habitat improvement using Christmas trees, and wildlife area cleanup projects on state wildlife areas. Habitat improvement and land acquisition are very important for the preservation of wildlife, and hunting/fishing as cultural activities.

Wildlife Area Creations and Additions:

Daugherty Hill Wildlife Area – Yuba County – Major role in the creation of this 6500+ acre wildlife area and the adjoining 2700+ acre conservation easement.

Feather River Wildlife Area – Yuba and Sutter Counties – Major role in the addition of 1600 acres to this 2600 acre wildlife area.

Fremont Weir Wildlife Area – Yolo and Sutter Counties – Major role in the addition of 1300 acres to this 1500 acre wildlife area.

Reasons I Wish to Serve on this Conservancy:

1. I have had a lifelong interest in the youth, hunting, fishing, habitat improvement, community service and other outdoor community activities programs in Yuba and Sutter Counties.

2. I believe that I can serve the residents of Sutter County while serving on the Natomas Basin Conservancy.

Dale L. Whitmore
APPLICATION FOR SUTTER COUNTY BOARD, COMMITTEE, OR COMMISSION

Instructions: Please complete each section below. Be sure to enter the title of the Board, Committee, or Commission for which you desire consideration. Please type or print in ink legibly. The application will be maintained for a period of 1 year. After one year, it is necessary to file a new application for another year of eligibility. Sutter County reserves the right to close the recruitment without notice upon receipt of a sufficient number of qualified applicants.

BOARD, COMMITTEE, OR COMMISSION TO WHICH YOU ARE APPLYING FOR MEMBERSHIP:

THE NATOMAS BASIN CONSERVANCY

SUPervisorial DISTRICT IN WHICH YOU RESIDE: [□] First [□] Second [□] Third [□] Fourth [X] Fifth

APPLICANT NAME AND RESIDENCE ADDRESS:

Steven D. H. Wille

First Name Middle Name Last Name

Street Address

City State Zip Code

Home Phone Number Cell Phone Number

Email Address

HOW DID YOU HEAR ABOUT THIS VACANCY? [□] Appeal Democrat [□] Flyer [□] Sutter County Website [X] Other CURRENTLY SERVING ON THIS BOARD

PLEASE BRIEFLY EXPLAIN WHY YOU WISH TO SERVE ON THIS BOARD, COMMITTEE, OR COMMISSION. ATTACH ADDITIONAL SHEETS, IF NECESSARY.

I WISH TO CONTINUE SERVING ON TNBC BOARD TO SEE OUR PAST ACTIONS IMPLEMENTED AND OTHER IDEAS PUT IN TO PRACTICE, CONTINUE SOUND FINANCIAL OVERSIGHT AND DIRECTION, AND SEE THAT DECISIONS AFFECTING MITIGATION AND FEES ARE FAIR AND JUST TO THE PARTIES INVOLVED AND IN TNBC'S BEST INTERESTS

IF APPOINTED, I COMMIT TO ATTENDING MEETINGS AND FULFILLING THE RESPONSIBILITIES ASSOCIATED WITH THE APPOINTMENT.

APPLICANT'S SIGNATURE: ___________________________ DATE: 12/3/2017

CLERK OF THE BOARD USE ONLY – DO NOT WRITE BELOW THIS LINE

Date Received: 12-10-17 Received by: Ginn Evamy

Date referred: 12-17-17

To: [□] BOS District 1 [□] BOS District 2 [□] BOS District 3 [□] BOS District 4 [□] BOS District 5 [□] All BOS

BCC Contact Person Name: Valerie Higgo Natomas
AGRICULTURE, PUBLIC PROTECTION AND GENERAL GOVERNMENT COMMITTEE
Standing Committee Staff Report

To: Agriculture, Public Protection & General Government Committee
From: Jessica Hougen, Museum Director/Curator
Department: Museum
Subject: Approval of an amendment to the Fiscal Year 2018-19 Adopted Budget for asbestos removal for $6,479 (4/5ths vote required)

Recommendation: Approve removal of flooring, related asbestos remediation in the Museum and approval of related budget amendment of $6,479 (4/5ths vote required).

Background & Discussion: In preparation for other building projects at the Museum, testing was done on all materials. Asbestos was found in the adhesive under the flooring in the bathrooms, janitor closet, kitchen, and collections storage room. It needs to be removed as it is a safety hazard, and because the installation of high-density mobile shelving requires it to be removed, as the platform with rails that must be installed for the shelving to sit on bolts into the existing flooring.

Previous Board Action: None

Alternatives: None. This work must be completed prior to the shelving installation.

Other Department and/or Agency Involvement: General Services staff agrees with the need to remove the asbestos from the facility for health and safety reasons. The County Administrator’s Office has recommended using contingency funds for the expense.

Action Following Approval: A company specializing in asbestos removal will be hired to do so.

Fiscal Impact: The total cost will be $6,479 to remove the asbestos from all 5 rooms, this includes encapsulating containment, removal and disposal of all asbestos materials, hepa-vac cleaning and detailing areas, and the final air clearance testing. It is recommended this expense be paid for by utilizing contingency funds from the General Fund’s Appropriation for Contingency (0001-9900-00-59900) and increasing the Museum’s Professional and Specialized Services account (0001-7201-00-52180). A 4/5ths vote is required.

Countywide Goals/Priorities This Supports: This directly supports two Countywide Goals for FY 2018-19: F. Remain committed to community and cultural programs and services, such as Library, Museum, and Veterans services and G. Reduce number of County facilities and ensure that all buildings are maintained at high standards to “lead by example” for other governmental agencies and private sector companies to emulate.
Respectfully Submitted,

S/Jessica Hougen
Museum Director/Curator

Attachments:
1. BA Asbestos Museum.xlsx
3. Est_1691_from_Warren_Asbestos_Abatement_Contractors_Inc._26344 (003).pdf
4. FT2019023_Asbestos Removal Museum.pdf
<table>
<thead>
<tr>
<th>Fund</th>
<th>Department</th>
<th>Account Name</th>
<th>Number</th>
<th>Appropriation Increase/ (Decrease)</th>
<th>Revenue Increase/ (Decrease)</th>
<th>Unreimbursed Cost Change</th>
<th>General Fund</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>0001</td>
<td>Community Memorial Museum</td>
<td>Maintenance Structure/Improvement</td>
<td>0001-7201-00-52130</td>
<td></td>
<td></td>
<td>$6,479</td>
<td></td>
<td>Asbestos was found in the flooring and mastic in 5 rooms in the museum. This is a health and safety hazard, and must be removed prior to the high-density mobile shelving being installed in collections storage.</td>
</tr>
<tr>
<td>0001</td>
<td>General Revenue</td>
<td>Contingency</td>
<td>0001-9900-00-59900</td>
<td></td>
<td></td>
<td>($6,479)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

$$0$$ $$0$$
Estimate #8364

Billing Address
1333 Butte House Road
Sutter County - General Services
Bldg. Services Division
146 Garden Hwy
Yuba City CA 95991
bspon@co.sutter.ca.us
530-8227495

Contact: Blake Spon
530-8227495

Service Address
1333 Butte House Road
1333 Butte House Road
Yuba City CA 95993 United States
bspon@co.sutter.ca.us
530-8227495

Contact: Blake Spon
530-8227495

Send Payment To
National Analytical Laboratories, Inc. (N.A.L)
2201 Francisco Drive Suite 140-261
El Dorado Hills California 95762 United States
916-361-0555
nal1@nal1.com

Sent 11/13/18
Total $525.00
Payments $0.00
Balance $525.00

Charges

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Unit Cost</th>
<th>Tax</th>
<th>Quantity</th>
<th>Line Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Consulting:CACL</td>
<td>Asbestos Air Clearance, includes samples, 2 containments and Report -</td>
<td>$525.00</td>
<td>1.0</td>
<td></td>
<td>$525.00</td>
</tr>
</tbody>
</table>

Subtotal $525.00
Tax $0.00
Total $525.00

Payments

<table>
<thead>
<tr>
<th>Date</th>
<th>Type</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>No payments</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Notes

* Only Samples collected will be charged. Samples over the estimated quantity will be charged at a rate of $15.00 each for Asbestos and $22.00 for Lead.

Terms

The estimate is valid for 30 days. Upon signing this estimate you are accepting all terms and conditions attached. Click approve or print and Fax/Email back and our Operations Manager will email to schedule an appointment.

Net 1.0
Warren Asbestos will furnish all the required submittals and materials necessary to perform work as described below. Warren Asbestos carries a $2,000,000 General Liability Insurance Policy. All rules and regulations of Local Air Qualities, OSHA and EPA will be followed during the project.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Qty</th>
<th>Rate</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Abatement</td>
<td>Warren asbestos to abate approximately 1,054 sq. ft. of asbestos containing vinyl floor tile and mastic.</td>
<td>5,953.80</td>
<td>5,953.80</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Areas to be abated include the kitchen/staff room, storage room, janitors closet, and both bathrooms.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Warren to put up 6 mil plastic critical barriers to isolate the work area.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Work area to be put under negative pressure and accessed via a 3 stage decontamination chamber.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Disposal of all materials is included.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Price includes all labor, materials, and equipment necessary to complete the work.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Prevailing wages to be paid.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Thank you for the opportunity to quote this project.

Total $5,953.80
COUNTY OF SUTTER
OFFICE OF THE AUDITOR-CONTROLLER
BUDGET AMENDMENT/TRANSFER VOUCHER

Department  Museum

To the Honorable Board of Supervisors:
I hereby request your approval of the following Budget Amendment:

<table>
<thead>
<tr>
<th>FINANCING SOURCES</th>
<th>Community Memorial Museum</th>
</tr>
</thead>
<tbody>
<tr>
<td>Appropriation for Contingency</td>
<td>$ 6,479</td>
</tr>
<tr>
<td>Maintenance Structure/Improvement</td>
<td>$ 6,479</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FINANCING USES</th>
</tr>
</thead>
</table>

JUSTIFICATION (Attach Memo if Necessary)

Authorizes the appropriation of funds from the general fund contingency budget unit #9900 for community memorial museum budget unit #7201 for the removal of asbestos flooring in the Museum.

Date Nov 20, 2018

Department Head

To the Honorable Board of Supervisors:
Reviewed by the Auditor-Controller’s Office based on the information provided by the submitting department.

Date 11/17/18
Nathan Black, CPA, Auditor-Controller

ACTION OF BOARD OF SUPERVISORS:

By ____________________________
CHAIRMAN OF THE BOARD

Approved 20

Attest ____________________________
CLERK OF THE BOARD

<table>
<thead>
<tr>
<th>FUND NAME/DEPT NAME</th>
<th>ACCOUNT NAME</th>
<th>ACCOUNT NUMBER</th>
<th>DEBIT AMOUNT</th>
<th>CREDIT AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>General-Contingency</td>
<td>Appropriation for Contingency</td>
<td>0001 9900 00 59900</td>
<td>6,479</td>
<td></td>
</tr>
<tr>
<td>General-Community Memorial Museum</td>
<td>Maintenance Structure/Improvement</td>
<td>0001 7201 00 52130</td>
<td>6,479</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Prepared By Angie Bofrego

Date 11/13/2018

PG 1 of 1

Museum-Appr Fund: Asbestos Removal

DATA ENTRY DESCRIPTION

TRANSFER NO. 2019023

This document amends the Adopted Budget 2018-2019 approved by the Board of Supervisors on July 24, 2018. Detailed transaction at the sub-department (program) level may be included on this transfer voucher for management purposes. Transactions at the sub-department level are not subject to the same level of legal control as transactions at the department level.
AGRICULTURE, PUBLIC PROTECTION AND GENERAL GOVERNMENT COMMITTEE
Standing Committee Staff Report

To: Agriculture, Public Protection & General Government Committee

From: J. Parker, Sheriff-Coroner

Department: Sheriff Coroner

Subject: Approval of Budget Amendment for FY 2018-19 to Appropriate Funds to transfer from Supplemental Law Enforcement Services Fund (SLESF 0155) to the Public Safety Fund (0015) budget units: Sheriff-Coroner (2201) and Sheriff Communications (1600) to provide for various law enforcement purchases in the amount of $91,750. (4/5ths Vote Required).

Recommendation:

It is requested that your Board approve the following:

1. Approve the Sheriff Office’s proposed use of Supplemental Law Enforcement Services Fund (SLESF 0155) funds to enhance our delivery of law enforcement services to the community.

2. Authorize your Chairman to sign the attached budget amendment to increase appropriations within the Supplemental Law Enforcement Services Fund (0155) and increase the source of funds in the Public Safety Fund (0015) in the total amount of $90,750 for budget units: Sheriff Coroner-2201 ($86,500), Sheriff Communications-1600 ($5,250). (4/5ths Vote Required).

Background:

The Supplemental Law Enforcement Services Fund (SLESF) allocation is funded with a dedicated portion of Vehicle License Fee (VLF) revenue as outlined in accordance with subdivision (g) of Section 30061 to local jurisdictions for public safety. The State of California allocates COPS funds to law enforcement agencies of cities and counties monthly. These funds are revolving and therefore do not have a deadline to be spent.

This agenda requests were originally approved by Board of Supervisors on October 24, 2017 and March 13, 2018 with budget amendment numbers 2018007 and 201870. The Sheriff’s Office has purchased the requested items with the granted approval however the transfer to provide for funding for some purchases was not completed due to the late delivery of some items and invoices. Therefore, a transfer from the Supplemental Law Enforcement Services Fund (0155) into the Public Safety Fund (0015) is necessary to complete the transaction.

Front Line Law Enforcement Services
For the transfer in Sheriff-Coroner 2201-54300 Capital Asset-Vehicle:
- $41,000 for a volunteer vehicle and a computer.
- $7,000 for a computer for the current volunteer vehicle.

For the transfer in 2201-54301 Capital Asset-Equipment:
- $30,000 for LPR facial recognition software from Lehr.
- $8,500 for a remote-control robot.

Support Services Division
For the transfer in 1600-52136 Computer Hardware:
- $750 for a Smart Board.
- $4,500 for Computer parts.

Prior Board Action:

The last such budget amendment within the SLESF 2012-13 Fund was approved by your Board on 03/13/18.

Board Alternatives:

The mix of law enforcement goods and services to be funded with State COPS is subject to many variations. Your Board may reject or alter the requested budget amounts.

Other Department and/or Agency Involvement:

County Administrator’s Office, County Counsel, and the Auditor/Controller’s Office.

Action Following Approval:

The Auditor/Controller Office will process the budget amendment as appropriate and the Sheriff’s Office will proceed with the transfer of funds from SLESF Fund (0155) to the Public Safety Fund.

Fiscal Impact:

Approval of the budget amendment will allow for the proper transfer out from the SLESF (Fund 0155) into the Sheriff Coroner (2201) and Sheriff Communications (1600) budget units. There will be no impact to the General Fund.

Countywide Goals and/or Top Priorities Compliance:

The proposed use of the SLESF Funds with various listed purchases will enhance Sheriff’s Office’s delivery of law enforcement services to the community.

Respectfully Submitted,

s/ J. Parker
Sheriff-Coroner

Attachments:
1. Budget Amend #2 COPS Expenditures 17-18
2. BA#2 COPS Transfer Voucher 18-19
## Budget Amendment - SLESF 2012-2013 (COPS) FY 2018-19 BA #2

### Sheriff’s Office

#### FY 2018-19 Budget Amendment

<table>
<thead>
<tr>
<th>Fund</th>
<th>Department</th>
<th>Account Name</th>
<th>Number</th>
<th>Increase/Decrease</th>
<th>Increase/Decrease</th>
<th>Cost Change</th>
<th>General Fund</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>0155</td>
<td>SLESF 2012-2013</td>
<td>Cancellation of Obligated Fund Balance</td>
<td>0155-0000-000-49995</td>
<td>$91,750</td>
<td></td>
<td></td>
<td></td>
<td>SLESF 2012-2013 FY 2018-19 BA-CANCL OF OBLIGATED FB</td>
</tr>
<tr>
<td>0155</td>
<td>SLESF 2012-2013</td>
<td>Operating Transfer Out</td>
<td>0155-0000-000-56200</td>
<td>$91,750</td>
<td></td>
<td></td>
<td></td>
<td>SLESF 2012-2013 FY 2018-19 BA-Transfer Out</td>
</tr>
<tr>
<td>0015</td>
<td>Sheriff Coroner</td>
<td>Operating Transfer In</td>
<td>0015-2201-000-48600</td>
<td>$86,500</td>
<td></td>
<td></td>
<td></td>
<td>SLESF 2012-2013 FY 2018-19 BA-Transfer In for COPS Expenditures</td>
</tr>
<tr>
<td>0015</td>
<td>Sheriff Communication</td>
<td>Operating Transfer In</td>
<td>0015-1600-000-48600</td>
<td>$5,250</td>
<td></td>
<td></td>
<td></td>
<td>SLESF 2012-2013 FY 2018-19 BA-Transfer In for COPS Expenditures</td>
</tr>
<tr>
<td>0015</td>
<td>Sheriff Coroner</td>
<td>Increase in Obligated Fund Balance</td>
<td>0015-2201-000-59995</td>
<td>$86,500</td>
<td></td>
<td></td>
<td></td>
<td>SLESF 2012-2013 FY 2018-19 BA-Increase in Obligated FB</td>
</tr>
<tr>
<td>0015</td>
<td>Sheriff Communication</td>
<td>Increase in Obligated Fund Balance</td>
<td>0015-1600-000-59995</td>
<td>$5,250</td>
<td></td>
<td></td>
<td></td>
<td>SLESF 2012-2013 FY 2018-19 BA-Increase in Obligated FB</td>
</tr>
</tbody>
</table>

** Totals:**

| | | | | | | | | |
| | | | | | | | $183,500 | $183,500 |
### County of Sutter

**Budget Amendment / Transfer Voucher**

**Sheriff's Office**

<table>
<thead>
<tr>
<th>Fund Name/ Department Name</th>
<th>Account Name</th>
<th>Account Number</th>
<th>Debit Amount</th>
<th>Credit Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>SLESF 2012/2013</td>
<td>Cancellation of Obligated Fund Balance</td>
<td>0155-0000-000-49995</td>
<td>91,750.00</td>
<td></td>
</tr>
<tr>
<td>SLESF 2012/2013</td>
<td>Operating Transfer Out</td>
<td>0155-0000-000-56200</td>
<td>91,750.00</td>
<td></td>
</tr>
<tr>
<td>Public Safety/ Sheriff Coroner</td>
<td>Operating Transfer In</td>
<td>0015-2201-000-48600</td>
<td>86,500.00</td>
<td></td>
</tr>
<tr>
<td>Public Safety/ Sheriff Communication</td>
<td>Operating Transfer In</td>
<td>0015-1600-000-48600</td>
<td>5,250.00</td>
<td></td>
</tr>
<tr>
<td>Public Safety/ Sheriff Coroner</td>
<td>Increase in Obligated Fund Balance</td>
<td>0015-2201-000-59995</td>
<td>86,500.00</td>
<td></td>
</tr>
<tr>
<td>Public Safety/ Sheriff Communication</td>
<td>Increase in Obligated Fund Balance</td>
<td>0015-1600-000-59995</td>
<td>5,250.00</td>
<td></td>
</tr>
</tbody>
</table>

**GRAND TOTAL**

$183,500.00  $183,500.00

**Prepared by**

Kim Randhawa

**Date**

11/7/2018

Sheriff Use of COPS Fund

DATA ENTRY DESCRIPTION

TRANSFER NO.