



District Manager
Melissa Morton

VALLEJO FLOOD AND WASTEWATER DISTRICT
REGULAR MEETING AGENDA

6:00 P.M.
OCTOBER 13, 2020
[VIA TELECONFERENCE](#)

Board of Trustees
Bob Sampayan (President)
Pippin Dew
Hakeem Brown
Erin Hannigan
Robert McConnell
Katy Miessner
Hermie Sunga (Vice-President)
Rozzana Verder-Aliga

Due to COVID-19, and in accordance with California Executive Orders N-25-20 and N-29-20, the District Board meeting will not be physically open to the public and all Board Members will be teleconferencing into the meeting. To maximize public safety while still maintaining transparency and public access, members of the public interested in participating or observing can join the Zoom webinar: <https://ZoomRegular.Cityofvallejo.net>, tune in locally on Comcast Channel 28, or click [this link](#) to find and follow the meeting livestreamed.

PUBLIC COMMENT: Members of the Public may provide public comments during the Board Meeting via [Zoom](#), or via phone, by dialing (669) 900-6833. For additional instructions on how to speak during public comment, please click [here](#).

Members of the public shall have the opportunity to comment on any item listed on this notice before or during consideration of that item by emailing as defined above. No other items may be discussed during this meeting.

During this period of modified Brown Act requirements, the District will use best efforts to respond to any requests for disability related modifications or accommodations, aids or services. Such requests should be made to the Clerk of the Board's office no less than 48 hours prior to the meeting as required by Section 202 of the Americans with Disabilities Act of 1990 and the federal rules and regulations adopted in implementation thereof. Please contact our office at (707) 644-8949.

Any writings or documents related to an agenda item for the open session of this meeting are available for public inspection on our website at www.vallejowastewater.org.

1. **CALL TO ORDER**
2. **ROLL CALL AND PLEDGE OF ALLEGIANCE**
3. **COMMENTS ON CONSENT CALENDAR BY MEMBERS OF THE PUBLIC:** *Members of the public wishing to address the Board on Consent Calendar Items are requested to follow the procedures noted [here](#). Each speaker is limited to five minutes. Requests for removal of Consent Items received from the public are subject to approval by a majority vote of the Board of Trustees. Items removed from the Consent Calendar will be heard immediately after approval of the Consent Calendar and Agenda.*
4. **CONSENT CALENDAR AND APPROVAL OF AGENDA:** *All matters are approved under one motion unless requested to be removed for discussion by the Board, District Manager, or requested for removal by a member of the public, which requires approval by a majority vote of the Board.*
 - A. **APPROVE MINUTES FROM THE REGULAR MEETING OF SEPTEMBER 08, 2020.**

PROPOSED ACTION

Approve the minutes from the regular meeting of September 08, 2020.

- B. APPROVE DISBURSEMENTS REGISTER FOR OCTOBER 13, 2020
PROPOSED ACTION
Adopt a resolution approving the Disbursements Register for October 13, 2020.
- C. RECEIVE MONTHLY INVESTMENT REPORT FOR AUGUST 2020
PROPOSED ACTION
This report is for information only. No Board action is requested at this time.
- D. RECEIVE WORKERS' COMPENSATION MANAGEMENT PROGRAM SUMMARY, FISCAL YEAR ENDING 6/30/20
PROPOSED ACTION
This report is for information only. No board action is requested at this time.
- E. ADOPT RESOLUTION AUTHORIZING DELEGATION OF FIDUCIARY RESPONSIBILITY FOR VALLEJO FLOOD AND WASTEWATER DISTRICT DEFERRED COMPENSATION PLAN TO INVESTMENT COMMITTEE AND INVESTMENT ADVISOR
PROPOSED ACTION
Adopt the resolution delegating fiduciary responsibility for the Vallejo Flood and Wastewater District Deferred Compensation Plan to an Investment Committee and Investment Advisor
- F. ADOPT RESOLUTION APPROVING AMENDMENT TO THE FINAL BUDGET FOR FISCAL YEAR 2020-2021
PROPOSED ACTION
Approve the resolution to amend the Final Budget for Fiscal Year 2020-21.
- G. ADOPT RESOLUTION TO APPROVE ENTERING INTO COOPERATIVE FUNDING AGREEMENT WITH CALTRANS TO FINANCE STORMWATER TRASH FULL CAPTURE PROGRAM (CDD001)
PROPOSED ACTION
Adopt the resolution authorizing the Vallejo Flood and Wastewater District to enter into a Cooperative Funding Agreement with Caltrans.
- H. ADOPT RESOLUTION TO ADOPT REVISED ENGINEERING STANDARDS
PROPOSED ACTION
Adopt a resolution adopting the Engineering Standards.
- I. ADOPT RESOLUTION TO AUTHORIZE DISTRICT MANAGER TO WORK WITH ELECTED OFFICIALS TO REPEAL CALIFORNIA PUBLIC CONTRACT CODE SECTIONS 21220 AND 21221
PROPOSED ACTION
Approve resolution authorizing the District Manager to work with the District's elected state representatives to repeal California Public Contract Code Sections 21220 and 21221.

5. **DISTRICT MANAGER'S REPORT**

6. **DISTRICT COUNSEL'S REPORT**

7. **COMMUNITY FORUM:** *Anyone wishing to address the Board on any matter for which another opportunity to speak is not provided on the agenda, and which is within the jurisdiction of the Board to resolve, may follow the procedures noted [here](#). Pursuant to VFWD Rules of Procedure, Community Forum is limited to 15 minutes, with each speaker limited to **three minutes**.*

8. **REPORTS BY PRESIDING OFFICER AND TRUSTEES**

9. **ADJOURNMENT**



I, Shalon Edmondson, Senior Office Assistant of Vallejo Flood and Wastewater District declare that the foregoing agenda for the October 13, 2020, Regular Meeting was posted and available for review by the required time as prescribed by law at the District office located at 450 Ryder Street, Vallejo, California. This agenda is also available on the District website at www.vallejowastewater.org.



District Manager
Melissa Morton

VALLEJO FLOOD AND WASTEWATER DISTRICT
REGULAR MEETING MINUTES

6:00 P.M.

SEPTEMBER 08, 2020

VIA TELECONFERENCE

Board of Trustees
Bob Sampayan (President)
Pippin Dew
Hakeem Brown
Erin Hannigan
Robert McConnell
Katy Miessner
Hermie Sunga (Vice-President)
Rozzana Verder-Aliga

1. **CALL TO ORDER** - The regular meeting of the Vallejo Flood and Wastewater District was called to order at 6:00 PM by President Sampayan.
2. **ROLL CALL AND PLEDGE OF ALLEGIANCE** - On roll call, present were: President Sampayan; Trustees Brown, Dew, Hannigan, McConnell, Miessner, Sunga and Verder Aliga. The Pledge of Allegiance was recited.

Others present were: Melissa Morton, District Manager; MJ Brown, Clerk of the Board; Jeff Tucker, Director of Finance; Ben Stock, General Counsel.
3. **COMMENTS ON CONSENT CALENDAR BY MEMBERS OF THE PUBLIC:** *Members of the public wishing to address the Board on Consent Calendar Items are requested to email publiccomment@vallejowastewater.org by 6:00 p.m. on the day of the meeting. Comments provided after 6:00 p.m. will be read by the Clerk of the Board aloud at the meeting if the meeting has not proceeded to Item 5 on the agenda when received. Each speaker is limited to 500 words. Requests for removal of Consent Items received from the public are subject to approval by a majority vote of the Board of Trustees. Items removed from the Consent Calendar will be heard immediately after approval of the Consent Calendar and Agenda. - None*
4. **CONSENT CALENDAR AND APPROVAL OF AGENDA:** *All matters are approved under one motion unless requested to be removed for discussion by the Board, District Manager, or requested for removal by a member of the public, which requires approval by a majority vote of the Board.*

President Sampayan called for a motion to approve the Consent Calendar and Agenda; Trustee Sunga moved the item. The vote was taken by roll call.

AYES: President Sampayan; Trustees Brown, Dew, Hannigan, McConnell, Miessner, Sunga and Verder-Aliga.
NOES: None
ABSENT: None
ABSTAIN: None

- A. APPROVE MINUTES FROM THE REGULAR MEETING OF JULY 14, 2020 AND SPECIAL MEETING OF JULY 28, 2020.

PROPOSED ACTION

Approve the minutes from the regular meeting of July 14, 2020 and special meeting of July 28, 2020.

- B. APPROVE DISBURSEMENTS REGISTER FOR SEPTEMBER 08, 2020.

PROPOSED ACTION

Adopt a resolution approving the Disbursements Register for September 08, 2020. [Resolution 2020-5972](#)

- C. RECEIVE MONTHLY INVESTMENT REPORT FOR JUNE 2020

PROPOSED ACTION

This report is for information only. No Board action is requested at this time.

- D. RECEIVE MONTHLY INVESTMENT REPORT FOR JULY 2020

PROPOSED ACTION

This report is for information only. No Board action is requested at this time.

- E. RECEIVE FOURTH QUARTER BUDGET TO ACTUAL REPORT FOR FY2019-20

PROPOSED ACTION

This report is for information only. No Board action is requested at this time.

- F. APPROVE AMENDMENT #2 TO HDR ENGINEERING PROFESSIONAL SERVICES AGREEMENT FOR DESIGN SERVICES FOR THE MARE ISLAND PUMP STATION, 3W PUMP STATION, SECONDARY EFFLUENT PROJECT (POF016) IN THE AMOUNT OF \$485,624.

PROPOSED ACTION

Adopt a resolution authorizing the District Manager to amend the professional services agreement with HDR Engineering, Inc. for the design of the Mare Island Pump Station, 3W Pump Station, Secondary Effluent Project (POF016) in the amount of \$485,624 for a total amount of \$2,553,480. [Resolution 2020-5973](#)

- G. ADOPT RESOLUTION TO APPROVE THE REIMBURSEMENT OF PROJECT EXPENDITURES WITH MONEYS PROVIDED BY THE STATE WATER RESOURCES CONTROL BOARD

PROPOSED ACTION

Adopt a resolution approving the reimbursement of project expenditures with moneys provided by the State Water Resources Control Board.

[Resolution 2020-5974](#)

- H. AUTHORIZE FEMA/CalOES DESIGNATION OF APPLICANT'S AGENT

PROPOSED ACTION

Adopt a Resolution naming the District Manager, Director of Engineering, Director of Finance, and Director of Safety and Risk Management as District Authorized Agents.

- I. APPROVE REVISION TO THE DISTRICT'S CONFLICT OF INTEREST CODE

PROPOSED ACTION

Adopt a resolution to approve revisions to the District's Conflict of Interest Code, designating the positions and disclosure required for the Statements of Economic Interests Form 700. [Resolution 2020-5975](#)

- J. REJECT LOW BID RECEIVED FROM APB GENERAL ENGINEERING, INC.; AWARD CONSTRUCTION CONTRACT FOR ANNETTE TO IRWIN SANITARY SEWER REHABILITATION PROJECT (CWM006) TO GLOSSAGE ENGINEERING, INC. IN THE AMOUNT OF \$447,536

PROPOSED ACTION

Adopt a resolution rejecting the low bid received from APB General Engineering, Inc. as unresponsive, and awarding the construction contract for the Annette to Irwin Sanitary Sewer Rehabilitation Project (CWM006) to Glossage Engineering, Inc. based on a bid of \$447,536 and authorizing the District Manager to execute the construction contract and change orders up to a total amount not to exceed \$514,667. [Resolution 2020-5976](#)

5. PUBLIC HEARINGS

- A. CONDUCT PUBLIC HEARING ON APPROVING ELECTION TO BECOME SUBJECT TO THE UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING PROCEDURES AND AMENDING ORDINANCE 72 (94-72, 2010-72, and 2015-72) REGARDING BIDDING AND PURCHASING PROCEDURES

President Sampayan opened the Public Hearing and asked if there were any public comments; there were not. He closed the Public Hearing. Director of Finance Jeff Tucker gave a PowerPoint presentation.

PROPOSED ACTION

Conduct a public hearing, and adopt an Ordinance to revise the District's bidding and purchasing procedures. Adopt a resolution electing to become subject to the Uniform Public Construction Cost Accounting Procedures. [Resolution 2020-5977](#) (*motion amended—see below*)

President Sampayan called for a motion to approve the proposed action; *Trustee McConnell added a provision to the motion requiring the District Manager to report to the Board any contracts approved above \$100k, and to state the reason for the contract.* Trustee Sunga moved the item. The vote was taken by roll call.

AYES: President Sampayan; Trustees Brown, Dew, Hannigan, McConnell, Miessner, Sunga and Verder-Aliga.
NOES: None
ABSENT: None
ABSTAIN: None

6. DISTRICT MANAGER'S REPORT

District Manager Melissa Morton reported that District staff are currently working on performance management measures to streamline efficiencies. She also said that the District is monitoring potential power outages and preparing for the storm season.

7. DISTRICT COUNSEL'S REPORT – None

8. **COMMUNITY FORUM:** *Anyone wishing to address the Board on any matter for which another opportunity to speak is not provided on the agenda, and which is within the jurisdiction of the Board to resolve, may email publiccomment@vallejowastewater.org. Pursuant to VFWD Rules of Procedure, Community Forum is limited to a total of 1,500 words, with each speaker limited to 300 words. Submitted comments will be read by the Clerk of the Board aloud at the meeting if the meeting has not proceeded to Item 9 on the agenda when received.* - None

9. REPORTS BY PRESIDING OFFICER AND TRUSTEES

10. ADJOURNMENT – 6:28 PM

This is to certify that the foregoing
is the true and correct meeting minutes
as approved by the Board of Trustees
on October 13, 2020

RESOLUTION NUMBER 2020 -**A RESOLUTION TO APPROVE THE DISBURSEMENT REGISTER FOR
OCTOBER 13, 2020**

BE IT RESOLVED, by the Board of Trustees of the Vallejo Flood and Wastewater District of Solano County, California as follows:

WHEREAS, the District maintains general checking to facilitate operating cash disbursements;

WHEREAS, general checking disbursements must be authorized by the Board of Trustees;

WHEREAS, claims as enumerated on the attached Disbursement Register and for the respective amounts set opposite the name of each person or firm total \$1,086,488.83.

IT IS, THEREFORE, RESOLVED, by the Board of Trustees of the Vallejo Flood and Wastewater District that the Board approves the Disbursement Register for October 13th, 2020.

BE IT FURTHER RESOLVED, that all claims be paid.

ADOPTED by the Board of Trustees of the Vallejo Flood and Wastewater District on the 13th day of October, 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

WITNESS my hand and the Seal of said District this 13th day of October, 2020.

MJ BROWN
Clerk of the Board

VALLEJO FLOOD AND WASTEWATER DISTRICT
DISBURSEMENTS REGISTER
REGULAR MEETING OF THE BOARD OF TRUSTEES
MEETING DATE: OCTOBER 13, 2020

Ck Date	Ck No	Vendor Name	Amount	Description
8/28/2020	81384	AFLAC	1,736.76	PAYROLL SUMMARY
	81385	ALHAMBRA	224.65	WATER SVC
	81386	ALLIANT INSURANCE SERVICES	945.00	EQUIPT FLOATER POLICY
	81387	SEAN BAILEY	2,621.17	COMP PURCHASE PROGRAM
	81388	BAY AREA AIR QUALITY MGT DIST	1,335.00	PERMIT TO OPERATE
	81389	BAY AREA FLOOD PROTECTION AGENCIES	8,600.00	FY20/21 BAFPA ADMIN
	81390	BEARING ENGINEERING CO	1,451.60	DODGE
	81391	BLUEPRINT EXPRESS CORP	377.17	ONLINE BIDDING, PROJ SETUP
	81392	BOLT STAFFING SERVICE INC	9,859.42	TEMP SVCS 3 WEEKS- 3 TEMP EE
	81393	BOOMERSHINE CONSULTING GROUP, LLC	3,580.00	GASB 74/75, OPEB VALUATION
	81394	HOWARD S. BOYT	94.00	CWEA CERT CSMT GR 2
	81395	CALPERS	7,764.46	PAYROLL SUMMARY
	81396	CALPERS LONG-TERM CARE PROGRAM	213.49	PAYROLL SUMMARY
	81397	CDW GOVERNMENT INC	4,838.89	LENOVO X1 C8
	81398	CHAVEZ TRANSPORT, INC.	590.00	TRANSPORT A/B
	81399	CINTAS CORPORATION NO 3	3,166.06	LAUNDRY SERVICE
	81400	CITY OF VALLEJO PUBLIC WORKS DEPT	5,575.00	EXCAVATION PERMIT - 5 LOCATION
	81401	CORELOGIC SOLUTIONS, LLC	100.50	SOLANO CA PROP PRO
	81402	DLT SOLUTIONS LLC	547.14	AUTOCAD
	81403	DUKE'S ROOT CONTROL INC	55,503.93	HOUSE/PIPE ROOT & PIPE SWR CTI
	81404	E & M INC	1,825.00	AVANTIS SVCS
	81405	ENTERPRISE FM TRUST	2,577.09	LEASE-FLEET MGMT
	81406	ENTERPRISE RENT-A-CAR	2,134.89	RENTAL - 3 VEHICLES
	81407	EOA INC	5,936.14	SW MGMT & REPORTING
	81408	FEDERAL EXPRESS	94.82	SHIPPING CHARGES
	81409	FIELDMAN, RONLAPP & ASSOCIATES, INC	3,893.99	FINANCING & DEBT ANALYSIS
	81410	FISHER SCIENTIFIC CO LLC	987.66	P100 CARTRIDGE, 742 FILTERS
	81411	WW GRAINGER	1,605.48	MAINT & ELECT SHOP SUPPLIES
	81412	GRAYBAR	199.00	ATV630 COMMS MOD ETHERNET

VALLEJO FLOOD AND WASTEWATER DISTRICT
DISBURSEMENTS REGISTER
REGULAR MEETING OF THE BOARD OF TRUSTEES
MEETING DATE: OCTOBER 13, 2020

Ck Date	Ck No	Vendor Name	Amount	Description
	81413	GRAYMONT WESTERN US INC	6,091.69	HIGH CAL QUICKLIME
	81414	HARRINGTON PLASTICS, INC	336.31	10" FLANGE BLIND PVC
	81415	HDR ENGINEERING, INC.	130,756.19	MIPS 3W EFF BYPASS DESIGN
	81416	HELIX LABORATORIES INC	6,795.11	COMMANDER 330 GAL TOTE
	81417	JERAD HOPE	417.00	CWEA MT GR4 EXAM FEE
	81418	INFOR PUBLIC SECTOR INC	2,148.47	MAINTENANCE RENEWAL
	81419	INLAND BUSINESS SYSTEMS	426.91	CONTRACT OVERAGE
	81420	ISLAND ENERGY	1,920.75	ELECTRIC CHARGES
	81421	JR'S ROAD SERVICE	3,407.98	12 EQUIPT REP/MAINT
	81422	KIMBALL MIDWEST	1,009.88	FM SHOP SUPPLIES
	81423	LEGALSHIELD	79.70	PAYROLL SUMMARY
	81424	LIPPINCOTT SUPPLY CO	938.69	VARIOUS HEX CAP
	81425	LYSTEK INTERNATIONAL LIMITED	13,840.30	BIOSOLIDS
	81426	MALLORY SAFETY AND SUPPLY LLC	66.06	FILLING HYDROTESTING TNKS
	81427	MCMASTER-CARR SUPPLY COMPANY	7,334.93	MAINT & ELECT SHOP SUPPLIES
	81428	MOSCHETTI INC	225.00	COFFEE
	81429	MUNICIPAL MAINTENANCE EQUIPMENT	4,958.14	VAC 267 SERVICE, 3WY BALL VALVE
	81430	NAPA AUTO PARTS	1,256.27	V-BELT, BATERRY, OIL FILTERS
	81431	NAPA-VALLEJO WASTE MANAGEMENT	558.45	C&D RECYCLING TONS
	81432	NEW IMAGE LANDSCAPE COMPANY	1,250.00	LANDSCAPE MAINT AUG 2020
	81433	OLIN CORPORATION	7,206.68	SOD HYPO
	81434	PACIFIC GAS & ELECTRIC	10,243.63	ELECTRIC CHARGES
	81435	PANKEY'S RADIATOR INC	1,190.83	GENSET RAD JOHN DEER
	81436	PHOENIX NAP, LLC.	979.92	CLOUD BACKUP FOR VEEAM
	81437	PLATT ELECTRIC	81.99	ELECT SHOP SUPPLIES
	81438	POLYDYNE INC	2,966.97	CLARIFLOC 2099
	81439	PONDER ENVIRONMENTAL SERVICES, INC.	3,046.34	SOIL SAMPLING @ OLD BOAT
	81440	PREFERRED ALLIANCE, INC.	388.20	NON-RANDOM TESTS
	81441	QUADIENT LEASING USA, INC.	1,149.13	POSTAGE

VALLEJO FLOOD AND WASTEWATER DISTRICT
DISBURSEMENTS REGISTER
REGULAR MEETING OF THE BOARD OF TRUSTEES
MEETING DATE: OCTOBER 13, 2020

Ck Date	Ck No	Vendor Name	Amount	Description
	81442	QUENVOLD'S SAFETY SHOE MOBILES	196.16	SAFETY BOOTS-SANCHEZ
	81443	R & B A CORE & MAIN COMPANY	2,757.55	CONCRETE, COUPLERS, CURB INLE
	81444	RAMOS OIL CO	16,572.38	GASOLINE, DIESEL
	81445	RECOLOGY VALLEJO	622.99	9YD DEBRIS BOX-RECYCLING
	81446	REXEL USA, INC	1,590.00	AB PRODUCT SUPPORT
	81447	MICHAEL SISSON	94.00	CWEA CERT- CSMT GR2
	81448	SOLANO CO DEPT. OF RESOURCE MGMT	2,751.00	CUPA PROGRAM
	81449	SOLANO RESOURCE CONSERVATION DIST	12,188.00	WATER QLTY MONITORING
	81450	SYAR INDUSTRIES INC	268.35	HMA TYPE A/B
	81451	T.H.E. OFFICE CITY	3,548.89	OFFICE SUPPLIES (DISTRICT-WIDE)
	81452	TELETRAC NAVMAN US LTD.	3,903.49	SUBSCRIPTION SVC FEE
	81453	TERRACON CONSULTANTS, INC.	1,785.00	SANITARY SWR REPLCMT PROJ
	81454	TRI-CITY FENCE COMPANY INC	3,602.00	INSTALLED FENCE
	81455	UNDERGROUND SERVICE ALERT	2,952.46	CA STATE FEE-REG COST
	81456	VALLEJO TIMES HERALD	756.65	CLASSIFIED ADVTG
	81457	VWR SCIENTIFIC	446.72	GLOVES
	81458	WESTECH	14,198.26	SCUM SKIMMER ASSY
	81459	XEROX FINANCIAL SERVICES	546.20	LEASE - AUG 2020
	81460	DEX YP	355.97	ADVERTISING CHARGES
		Subtotal	<u>408,585.90</u>	
9/11/2020	81461	ADVANCED TRENCHLESS INC.	3,800.00	LOWER LAT REPLACEMENT
	81462	MANUEL ANGEL	3,200.00	VIDEO CAPTURE
	81463	AQUA-SCIENCE	8,950.00	NPDES COMPLIANCE TESTING
	81464	ARMSTRONG INSTALLATION SERVICE	81,350.00	OPERATIONS BLDG ROOF REPAIR
	81465	ASH GOYAL	2,985.00	UPPER LAT REPLACEMENT
	81466	AT&T	717.41	07/27/2020-08/26/2020
	81467	AT&T MOBILITY	4,928.63	07/21/2020-08/02/2020

VALLEJO FLOOD AND WASTEWATER DISTRICT
DISBURSEMENTS REGISTER
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Ck Date	Ck No	Vendor Name	Amount	Description
	81468	BAY POWER LLC	4,094.00	CONSULTING FEES
	81469	BAYSHORE BUILDING MATERIALS	760.43	FOPS SUPPLIES
	81470	BEECHER ENGINEERING INC	8,800.00	MCC REPLACEMENT PROJECT
	81471	BELL PRODUCTS INC	1,655.11	HVAC MAINT/REP
	81472	BERT WILLIAMS & SONS INC	205.52	LIFT SUPPORT
	81473	BILL STEPHENSON CONCRETE	11,445.00	CONCRETE WORK-SKY VALLEY
	81474	BLUEBEAM, INC.	748.00	REVVU-EXTREME
	81475	BLUEPRINT EXPRESS CORP	791.07	BOND COPIES
	81476	BOLT STAFFING SERVICE INC	4,267.37	TEMP SVCS WK END 8/23/20 - 3 EMF
	81477	CALPERS	7,712.04	PAYROLL SUMMARY
	81478	CALPERS LONG-TERM CARE PROGRAM	213.49	PAYROLL SUMMARY
	81479	CALTEST LAB	329.65	LAB SVCS
	81480	CDW GOVERNMENT INC	7,029.12	LENOVO THINKPAD, SOLARWINDS I
	81481	CINTAS CORPORATION NO 3	954.54	LAUNDRY SERVICE
	81482	CITY OF VALLEJO PUBLIC WORKS DEPT	2,230.00	EXCAVATION PERMIT- 2 LOCATION:
	81483	CITY OF VALLEJO WATER BILLING	507.03	WATER CHARGES
	81484	COMCAST	154.89	08/29/2020-09/28/2020
	81485	PEDRO CONTRERAS	91.00	CWEA CERT- MT GRADE I
	81486	CRESCO EQUIPMENT	919.74	AUGER ATTACHMENT
	81487	DELTA DENTAL PLAN	13,450.14	AUG 2020-DENTAL PRM
	81488	DEPENDABLE JANITORIAL SVC & SUPPLY	5,900.00	JANITORIAL SVCS - AUG
	81489	DKF SOLUTIONS GROUP LLC	3,600.00	CONSULTING: CALOSHA
	81490	DUPERON CORPORATION	68,993.66	AUSTIN CREEK PS SCRAPER BAR S
	81491	EAST BAY TIRE CO	2,317.90	TRUCK SERVICE
	81492	EMPLOYMENT SCREENING RESOURCES	64.00	PRE-EMP BACKGROUND
	81493	EOA INC	18,511.07	SW MGMT & REPORTING
	81494	ERIKS NORTH AMERICA, INC.	239.36	FULL FACE GASKET, GARLOCK
	81495	EXAMWORKS, LLC	3,800.00	PROFESSIONAL SERVICE
	81496	EZ TREE INC	2,500.00	TREE REMOVAL

VALLEJO FLOOD AND WASTEWATER DISTRICT
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	81497	FISHER SCIENTIFIC CO LLC	1,926.33	742 MULTI P100 2/PK, FILTERS, FIT 1
	81498	FOSTER FLOW CONTROL	81.13	BRAY VALVE "HANDLE KIT"
	81499	GARY MILLER	2,750.00	UPPER LAT REPLACEMENT
	81500	GLOBALSTAR USA	109.40	08/16/2020-09/15/2020
	81501	GOOGLE, INC	738.37	GOOGLE CLOUD AUGUST 2020
	81502	WW GRAINGER	2,203.08	MAINT/ELECT SUPPLIES
	81503	GRAYBAR	10,073.68	ATV630 TYPE1 460V 75 HP/50 HP
	81504	GRAYMONT WESTERN US INC	7,579.34	HIGH CALCIUM QUICKLIME
	81505	HARRINGTON PLASTICS, INC	7,985.44	MAINT SHOP SUPPLIES
	81506	HAZEN AND SAWYER	38,157.50	WW TREATMENT PLAN MASTER
	81507	HELIX LABORATORIES INC	6,795.11	COMMANDER 330 GALLON TOTE
	81508	INDUSTRIAL SCIENTIFIC CORP	1,749.45	INET GAS MONITORING - AUG
	81509	INFERRERA CONSTRUCTION MGMT GROUP	4,431.50	SW TRASH CAPTURE PROJECT
	81510	INLAND BUSINESS SYSTEMS	437.42	CONTRACT Overage
	81511	JR'S ROAD SERVICE	2,259.11	11 EQUIPT REP/MAINT
	81512	KAAM GROUP INC	7,213.07	LIMECURE 50
	81513	KAISER PERMANENTE MEDICAL GROUP	900.00	PHYSICAL EXAM
	81514	KELLY MOORE PAINT	1,370.89	PAINT & SUPPLIES
	81515	KENNETH PENN	2,460.00	UPPER LAT REPLACEMENT
	81516	KIMBALL MIDWEST	3,332.35	MAINT SHOP SUPPLIES
	81517	KUBWATER RESOURCES, INC	3,429.05	ZETAG TOTE
	81518	LIPPINCOTT SUPPLY CO	840.31	MAINT SHOP SUPPLIES
	81519	ANDREW LYNSKEY	283.00	CWEA CERT- MT GRADE 1
	81520	LYSTEK INTERNATIONAL LIMITED	6,252.26	BIOSOLIDS
	81521	MAHONEY'S LITTLE & BIG MAN BACKHOE	5,025.00	LOWER LAT REPLACEMENT
	81522	MANAGED HEALTH NETWORK	453.08	EMPLOYEE ASSISTANCE PRM
	81523	MATHEWS & SONS AUTOMOTIVE INC	49.98	SMOG INSPECTION
	81524	MCMaster-CARR SUPPLY COMPANY	7,366.19	ELECT/FM SHOP SUPPLIES
	81525	MOSS RUBBER AND EQUIPMENT CORP	5,796.35	CAMLOCKS ADAPTERS FLANGE

VALLEJO FLOOD AND WASTEWATER DISTRICT
DISBURSEMENTS REGISTER
REGULAR MEETING OF THE BOARD OF TRUSTEES
MEETING DATE: OCTOBER 13, 2020

Ck Date	Ck No	Vendor Name	Amount	Description
	81526	MUNICIPAL MAINTENANCE EQUIPMENT	859.00	FIX TANK LATCH/ DOOR LOCK
	81527	NAPA VALLEY PETROLEUM INC	130.05	ALUM FL CYL EX
	81528	NICK'S CUSTOM GOLF CARTS	2,109.66	JULY SERVICES
	81529	O'CONNOR LUMBER	5.18	CLAMP
	81530	OLIN CORPORATION	17,711.96	SOD HYPO - 5 INVOICES
	81531	PACIFIC GAS & ELECTRIC	86,257.17	ELECTRIC CHARGES
	81532	PATRICIA HALL	2,146.00	UPPER LAT REPLACEMENT
	81533	PHOENIX NAP, LLC.	144.53	CLOUD BACKUP FOR VEEAM
	81534	PLATT ELECTRIC	277.39	ELECTRICAL SUPPLIES
	81535	POLYDYNE INC	2,966.97	CLARIFLOC
	81536	POWERPLAN	65.09	BUCKET TOOT
	81537	PURE FILTRATION, LLC	5,852.63	NYLON PE - HD S/S SEAM
	81538	QUADIENT FINANCE USA, INC.	500.00	POSTAGE
	81539	RAMOS OIL CO	4,534.18	GASOLINE, DIESEL
	81540	RECOLOGY VALLEJO	14,959.34	JULY & AUGUST SERVICES
	81541	RED WING SHOE STORE	771.37	SAFETY BOOTS - 3 EMPLOYEES
	81542	RESCUE TRAINING INSTITUTE, INC.	86.48	SUPPLIES FOR AED
	81543	RFI COMMUNICATIONS & SECURITY SYS	9,119.51	ACCESS CTRL ADDITIONS-SECURIT
	81544	RICOH USA, INC.	228.60	08/24/2020-09/23/2020
	81545	SAFETY-KLEEN SYSTEMS, INC.	5,829.31	12 WK HDDEO SVC, MAINT SUPPLIE
	81546	SHAPE INC	66,672.30	2 SLUDGE PUMPS
	81547	STEVEN ENGINEERING INC	218.17	SQUARE D POWER
	81548	SUEZ WTS SERVICES USA, INC.	149.56	RENTAL, DI, MIX BED
	81549	SYAR INDUSTRIES INC	2,950.54	HMA TYPE A/B, CLASS 2 AGG BASE
	81550	SYTECH SOLUTIONS	760.00	DOCUMENT IMAGING
	81551	T.H.E. OFFICE CITY	726.89	OFFICE SUPPLIES
	81552	TPX COMMUNICATIONS	1,044.78	IN-HOUSE PHONE
	81553	UNITED SITE SERVICES OF CALIFORNIA	467.52	GENERAL SERVICES
	81554	UNIVAR SOLUTIONS USA INC	5,573.56	SOD BISULFITE

VALLEJO FLOOD AND WASTEWATER DISTRICT
DISBURSEMENTS REGISTER
REGULAR MEETING OF THE BOARD OF TRUSTEES
MEETING DATE: OCTOBER 13, 2020

Ck Date	Ck No	Vendor Name	Amount	Description
	81555	VALLEJO FIRE EXTINGUISHER	465.72	FIRE EXT. MAINT
	81556	VALLEJO TIMES HERALD	807.35	CLASSIFIED ADVERTISING
	81557	VISION SERVICE PLAN (CA)	3,391.80	VISION PRM
	81558	WECO INDUSTRIES LLC	2,648.33	FOPS MAINLINE CAMERA PART
	81559	WOOLY'S ELECTRIC INC.	12,440.00	LED FIXTURES, INSTALLED POWER
	81560	XINCHAO ZHANG	3,150.00	UPPER LAT REPLACEMENT
		Subtotal	<u>666,284.50</u>	
9/16/2020	81561	AFLAC	1,817.34	PAYROLL SUMMARY
	81562	CALPERS	7,954.10	PAYROLL SUMMARY
	81563	CALPERS LONG-TERM CARE PROGRAM	213.49	PAYROLL SUMMARY
	81564	LEGALSHIELD	133.50	PAYROLL SUMMARY
	81565	VALLEJO FLOOD & WASTEWATER DISTRICT	1,500.00	TO REPLENISH PETTY CASH
		Subtotal	<u>11,618.43</u>	
		Grand Total	<u>1,086,488.83</u>	



District Manager
Melissa Morton

October 13, 2020

BOARD COMMUNICATION

Consent Item No. 4C

TO: THE HONORABLE PRESIDENT AND BOARD OF TRUSTEES

FROM: MELISSA MORTON, DISTRICT MANAGER 
JEFF TUCKER, FINANCE DIRECTOR/TREASURER

SUBJECT: RECEIVE MONTHLY INVESTMENT REPORT FOR AUGUST 2020

BACKGROUND AND DISCUSSION

The California Government Code, Section 53607, requires monthly reporting of investments to the Board of Trustees. The composition of investments must conform to the District's investment policy adopted annually, and must be sufficiently liquid to meet cash flow needs for the next six months. The District adjusts its cash and investment book balances to reflect market value. The condensed investment report attached meets applicable reporting requirements.

The portfolio is designed to provide *safety* through balance, diversification, credit worthiness, and volatility reduction; *liquidity* through short-term pools, negotiable deposits, and investment laddering; and *yield (rate of return)* through longer duration, callable governments and higher yielding corporate notes where safe.

The portfolio incorporates the principles of the prudent investor standard and follows policy prepared in accordance with the requirements of the California Government Code. These requirements include public investing objectives, authorized investments, maturities, prohibited investments, reporting requirements, and Board oversight.

The District staff works closely with the Investment Advisor, Chandler Asset Management, to implement an investment strategy that considers the District's historical and anticipated liquidity needs and the current market conditions to maintain safety and maximize yield. Investments are and will continue to be purchased based upon conformance with District policy. All investments within the portfolio meet/met the California Government Code requirements for credit quality, maturity dates, and bond class percentages at the time of purchase.

The District has the financial ability to meet its cash flow requirements for the next six months.

RECOMMENDATION

Receive the Monthly Investment Report for August 2020 as submitted.

ALTERNATIVES CONSIDERED

None

ENVIRONMENTAL REVIEW

This is not a project under CEQA and no environmental review is required.

FISCAL IMPACT

None

PROPOSED ACTION

This report is for information only. No Board action is requested at this time.

DOCUMENTS ATTACHED

- A. Monthly Investment Report

CONTACT PERSON

Jeff Tucker, Finance Director/Treasurer, (707) 652-7802



Vallejo Flood & Wastewater District Consolidated - Account #10761

MONTHLY ACCOUNT STATEMENT

AUGUST 1, 2020 THROUGH AUGUST 31, 2020

Chandler Team:

For questions about your account, please call (800) 317-4747,
or contact operations@chandlerasset.com

CHANDLER ASSET MANAGEMENT
chandlerasset.com

Information contained herein is confidential. We urge you to compare this statement to the one you receive from your qualified custodian. Please see Important Disclosures.



PORTFOLIO CHARACTERISTICS

Average Modified Duration	0.41
Average Coupon	0.79%
Average Purchase YTM	2.05%
Average Market YTM	8.53%
Average S&P/Moody Rating	AAA/Aaa
Average Final Maturity	0.52 yrs
Average Life	0.41 yrs

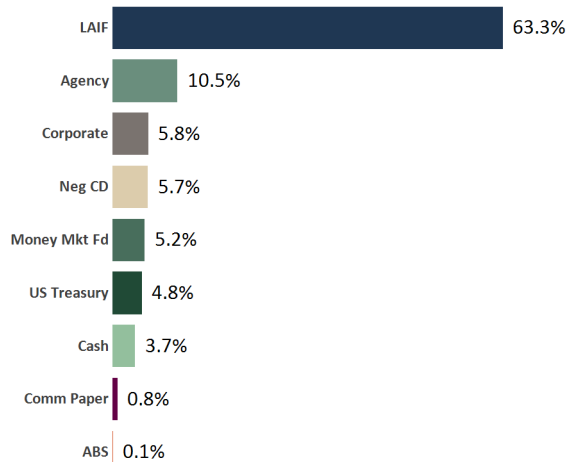
ACCOUNT SUMMARY

	Beg. Values as of 7/31/20	End Values as of 8/31/20
Market Value	34,340,956	31,737,743
Accrued Interest	64,401	56,410
Total Market Value	34,405,357	31,794,153
Income Earned	33,954	24,029
Cont/WD		
Par	38,578,306	35,983,092
Book Value	36,439,208	33,841,705
Cost Value	36,594,044	33,998,113

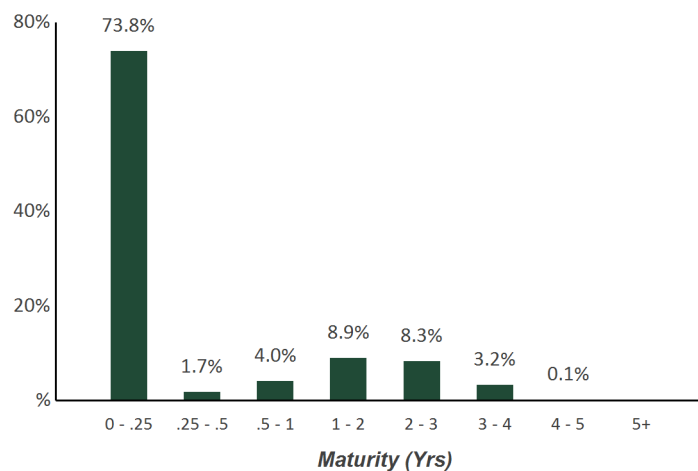
TOP ISSUERS

Local Agency Investment Fund	63.3%
First American Govt Oblig Fund	5.2%
Government of United States	4.8%
Federal Home Loan Bank	4.0%
Custodial Checking Account	3.7%
Microsoft	3.2%
Federal Home Loan Mortgage Corp	2.8%
Federal Farm Credit Bank	2.4%
Total	89.3%

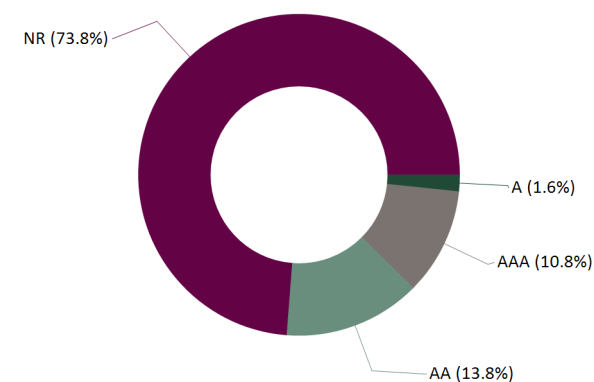
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



Statement of Compliance

As of August 31, 2020



Vallejo Flood & Wastewater District Consolidated

This portfolio is a consolidation of assets managed by Chandler Asset Management and assets managed internally by Client. Chandler relies on Client to provide accurate information for reporting assets and producing this compliance statement.

Category	Standard	Comment
U.S. Treasury Issues	No limitations; Full faith and credit of the U.S. are pledged for the payment of principal and interest	Complies
Federal Agencies/ U.S. Government Sponsored Enterprises	25% max per Agency/GSE issuer; 20% max federal agency callable securities; Federal agencies or U.S. government-sponsored enterprise obligations, participations, or other instruments, including those issued or fully guaranteed as to principal and interest by federal agencies or U.S. government sponsored enterprises.	Complies
Municipal Securities	"A" rating category or better by a Nationally Recognized Statistical Rating Organization ("NRSRO"); 30% maximum; 5% max per issuer; Include obligations of the District, State of California, and any local agency within the State of California; Bonds of any of the other 49 states in addition to California; Including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state, or by a department, board, agency, or authority of any of the other 49 states, in addition to California.	Complies
Supranationals	"AA" rating category or higher by a NRSRO; 30% maximum; 10% max per issuer; USD denominated senior unsecured unsubordinated obligations; Issued or unconditionally guaranteed by International Bank for Reconstruction (IBRD), International Finance Corporation (IFC), or Inter-American Development Bank (IADB)	Complies
Corporate Medium Term Notes	"A" rating category or better by a NRSRO; 30% maximum; 5% max per issuer; Issuing corporations must be organized and operating within the U.S. or be depository institutions licensed by the U.S. or any state and operating within the U.S.	Complies *
Negotiable Certificates of Deposit (NCD)	No rating required if amount of the NCD is covered by FDIC insured limit; If amount is above FDIC insured limit, requires "A-1" short-term rated or better by a NRSRO; or "A" long-term issuer rating category or better by a NRSRO; 30% maximum; 5% max per issuer; Issued by a nationally or state-chartered bank, or a federal or state association, a state or federal credit union, or by a federally-licensed or state-licensed branch of a foreign bank.	Complies
Time Certificates of Deposit	FDIC insured/Collateralized; or Non-negotiable, fixed-term Certificates of Deposit collateralized in accordance with California Government Code; In order to secure such deposits, an institution shall maintain in the collateral pool securities having a market value of at least 10% in excess of the total amount deposited (50% in excess of the total amount of deposits secured by promissory notes secured by first mortgages and first trust deeds). The District is permitted to waive the first \$250,000 of collateral security for such deposits of the institution is insured pursuant to federal law.	Complies
Commercial Paper	"A-1" rated or higher by a NRSRO; "A" issuer rated or higher by a NRSRO, if any debt; 25% maximum; 5% max per issuer; 10% max of the outstanding commercial paper of any one issuer; 270 days max maturity; Issuing corporation shall be 1) organized and operating within the U.S. as a general corporation, with assets > \$500 million, and has debt, if any, that is rated "A" or higher by a NRSRO; or 2) organized within the U.S. as a special purpose corporation, trust, or LLC; has program-wide credit enhancements, including, but not limited to, over-collateralization, LOC, and rated "A-1" or higher by a NRSRO.	Complies
Banker's Acceptances	"A-1" short-term debt rated or better by a NRSRO; or "A" long-term debt rating category or better by a NRSRO; 40% maximum; 5% max in bankers acceptance of any one commercial bank; 180 days max maturity	Complies
Asset-Backed, Mortgage-Backed, Mortgage Pass-Through Securities, Collateralized Mortgage Obligations	"AA" rating category or better by a NRSRO; 20% maximum; 5% max per Asset-Backed or Commercial Mortgage issuer; From Issuers not issued by the U.S. Government and its Federal Agencies.	Complies
Mutual Funds and Money Market Mutual Funds	Highest rating or "AAA" rated by two NRSROs; or SEC registered investment adviser with AUM >\$500 million and experience > 5 years; 20% maximum in Money Market Mutual Funds; 10% maximum in Mutual Funds; 20% maximum combined Mutual Funds and Money Market Mutual Funds	Complies
Local Agency Investment Fund (LAIF)	As authorized by government code section 16429.1; Pooled investment money market fund established by the State of California and managed by the California State Treasurer's Office; Not used by investment adviser	Complies
Repurchase Agreements	1 year max maturity; Maintain at a level of at least 102% of the market value of the Repurchase Agreement; Securities used as collateral will be delivered to an acceptable third party custodian; Subject to Master Repurchase Agreement between the District and the provider of repurchase agreement; Not used by investment adviser	Complies
Prohibited	Inverse floaters; Ranges notes, Mortgage-derived or Interest-only strips from pool of mortgages; Zero interest accrual securities if held to maturity; Trading securities for the sole purpose of speculating on the future direction of interest rates; Purchasing or selling securities on margin; Reverse repurchase agreements; Securities lending or any other form of borrowing or leverage; Foreign currency denominated securities	Complies
Social Responsibility	Invest in companies that have a positive impact on the environment and fair workplace practices; Investments are encouraged in entities that support equality of rights, regardless of sex, race, religion, age, disability or sexual orientation; No investment is to be made in a company that receives more than 51% of its gross revenues from the production or manufacture of fossil fuels, weapons manufacturing, cigarettes, alcohol, or gaming products.	Complies
Max Per Issuer	5% max per issuer, with the exception of U.S. Treasuries, Federal Agencies, LAIF, Mutual Funds, Money Market Funds, or Supranational securities, or unless otherwise specified in the policy.	Complies
Maximum Maturity	5 years maximum maturity	Complies

* Securities inherited from previous manager: Lehman Brothers (525ESC6)

Vallejo Flood & Wastewater District Consolidated

Account #10761

Holdings Report

As of August 31, 2020



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
ABS									
47787NAC3	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	30,000.00	07/14/2020 0.52%	29,995.43 29,995.58	100.02 0.50%	30,007.05 16.58	0.09% 11.47	Aaa / NR AAA	4.21 2.24
Total ABS		30,000.00	0.52%	29,995.43 29,995.58	0.50%	30,007.05 16.58	0.09% 11.47	Aaa / NR AAA	4.21 2.24
AGENCY									
3133ELWD2	FFCB Note 0.375% Due 4/8/2022	250,000.00	06/03/2020 0.27%	250,485.00 250,420.86	100.33 0.17%	250,832.25 372.40	0.79% 411.39	Aaa / AA+ AAA	1.60 1.60
3133ELE75	FFCB Note 0.25% Due 6/2/2022	250,000.00	06/02/2020 0.25%	249,997.50 249,997.81	100.13 0.18%	250,319.25 154.51	0.79% 321.44	Aaa / AA+ AAA	1.75 1.75
3134GVJ66	FHLMC Note 0.25% Due 6/8/2022	250,000.00	06/04/2020 0.28%	249,850.00 249,867.47	100.13 0.17%	250,333.00 144.10	0.79% 465.53	Aaa / NR AAA	1.77 1.76
313381BR5	FHLB Note 1.875% Due 12/9/2022	250,000.00	06/29/2020 0.25%	259,875.00 259,177.55	103.78 0.20%	259,460.75 1,067.71	0.82% 283.20	Aaa / AA+ AAA	2.27 2.23
3137EAER6	FHLMC Note 0.375% Due 5/5/2023	220,000.00	05/05/2020 0.39%	219,907.60 219,917.49	100.26 0.28%	220,577.50 261.25	0.69% 660.01	Aaa / AA+ AAA	2.68 2.66
3135G04Q3	FNMA Note 0.25% Due 5/22/2023	240,000.00	05/20/2020 0.35%	239,277.60 239,344.89	100.10 0.21%	240,236.64 165.00	0.76% 891.75	Aaa / AA+ AAA	2.72 2.71
3137EAES4	FHLMC Note 0.25% Due 6/26/2023	220,000.00	06/24/2020 0.35%	219,357.60 219,396.91	100.00 0.25%	219,992.96 99.31	0.69% 596.05	Aaa / AA+ AAA	2.82 2.81
3135G05G4	FNMA Note 0.25% Due 7/10/2023	205,000.00	07/08/2020 0.32%	204,559.25 204,580.58	100.01 0.25%	205,011.69 72.60	0.65% 431.11	Aaa / AA+ AAA	2.86 2.85
3133EL3V4	FFCB Note 0.2% Due 8/14/2023	250,000.00	08/12/2020 0.27%	249,477.50 249,486.09	99.86 0.25%	249,650.00 23.61	0.79% 163.91	Aaa / AA+ AAA	2.95 2.94
3137EAEV7	FHLMC Note 0.25% Due 8/24/2023	190,000.00	08/19/2020 0.28%	189,806.20 189,808.14	99.98 0.26%	189,962.76 13.19	0.60% 154.62	Aaa / AA+ AAA	2.98 2.97
3130AFRB5	FHLB Callable Note 1X 1/29/2021 2.875% Due 1/29/2024	1,000,000.00	01/23/2019 2.88%	1,000,000.00 1,000,000.00	101.00 0.44%	1,010,008.00 2,555.56	3.18% 10,008.00	Aaa / AA+ AAA	3.41 0.41
Total Agency		3,325,000.00	1.07%	3,332,593.25 3,331,997.79	0.28%	3,346,384.80 4,929.24	10.54% 14,387.01	Aaa / AA+ AAA	2.71 1.79



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
CASH									
90CHECK\$1	Checking Deposit Bank Account	1,163,959.03	Various 0.00%	1,163,959.03 1,163,959.03	1.00 0.00%	1,163,959.03 0.00	3.66% 0.00	NR / NR NR	0.00 0.00
Total Cash		1,163,959.03	N/A	1,163,959.03 1,163,959.03	0.00%	1,163,959.03 0.00	3.66% 0.00	NR / NR NR	0.00 0.00
COMMERCIAL PAPER									
62479LJE6	MUFG Bank Ltd Discount CP 0.25% Due 9/14/2020	250,000.00	06/25/2020 0.25%	249,861.11 249,977.43	99.99 0.25%	249,977.43 0.00	0.79% 0.00	P-1 / A-1 NR	0.04 0.04
Total Commercial Paper		250,000.00	0.25%	249,861.11 249,977.43	0.25%	249,977.43 0.00	0.79% 0.00	Aaa / AA NR	0.04 0.04
CORPORATE									
525ESC6J3	Lehman Brothers Escrow CUSIP- Defaulted 0.001% Due 11/10/2020	500,000.00	01/16/2008 165.83%	261,687.43 90,000.00	1.20 42342.86%	6,000.00 0.00	0.02% (84,000.00)	NR / NR NR	0.19 0.00
525ESCIB7	Lehman Brothers Note-Defaulted Due 1/24/2021	3,000,000.00	01/25/2008 0.00%	1,663,765.05 1,663,765.05	1.20 0.00%	36,000.00 0.00	0.11% (1,627,765.05)	NR / NR NR	0.40 0.00
525ESCAJ8	Lehman Brothers ESCROW CUSIP - Defaulted 0.01% Due 1/27/2021	945,000.00	01/08/2008 0.00%	499,601.34 499,601.34	1.20 0.00%	11,340.00 0.00	0.04% (488,261.34)	NR / NR NR	0.41 0.00
594918BP8	Microsoft Callable Note Cont 7/8/2021 1.55% Due 8/8/2021	1,000,000.00	01/23/2017 2.15%	974,210.00 994,695.78	101.14 0.21%	1,011,400.00 990.28	3.18% 16,704.22	Aaa / AAA AA+	0.94 0.85
46625HJH4	JP Morgan Chase Note 3.2% Due 1/25/2023	200,000.00	06/26/2020 0.74%	212,482.00 211,644.55	106.60 0.43%	213,208.80 640.00	0.67% 1,564.25	A2 / A- AA-	2.40 2.32
037833BU3	Apple Inc Callable Note Cont 12/23/2022 2.85% Due 2/23/2023	250,000.00	06/02/2020 0.46%	265,165.00 263,716.84	105.85 0.31%	264,616.75 158.33	0.83% 899.91	Aa1 / AA+ NR	2.48 2.25
69371RQ82	Paccar Financial Corp Note 0.8% Due 6/8/2023	150,000.00	06/01/2020 0.85%	149,791.50 149,807.68	101.29 0.33%	151,933.65 276.67	0.48% 2,125.97	A1 / A+ NR	2.77 2.74



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
CORPORATE									
06406FAD5	Bank of NY Mellon Corp Callable Note Cont 6/16/2023 2.2% Due 8/16/2023	150,000.00	06/26/2020 0.62%	156,934.50 156,530.36	104.92 0.42%	157,379.85 137.50	0.50% 849.49	A1 / A AA-	2.96 2.72
Total Corporate		6,195,000.00	4.36%	4,183,636.82 4,029,761.60	137.30%	1,851,879.05 2,202.78	5.83% (2,177,882.55)	Aa2 / AA+ AA	1.63 1.51
LAIF									
90LAIF\$00	Local Agency Investment Fund State Pool	20,101,587.72	Various 0.76%	20,101,587.72 20,101,587.72	1.00 0.76%	20,101,587.72 32,063.14	63.33% 0.00	NR / NR NR	0.00 0.00
Total LAIF		20,101,587.72	0.76%	20,101,587.72 20,101,587.72	0.76%	20,101,587.72 32,063.14	63.33% 0.00	NR / NR NR	0.00 0.00
MONEY MARKET FUND FI									
31846V203	First American Govt Obligation Fund Class Y	1,667,545.43	Various 0.01%	1,667,545.43 1,667,545.43	1.00 0.01%	1,667,545.43 0.00	5.24% 0.00	Aaa / AAA AAA	0.00 0.00
Total Money Market Fund FI		1,667,545.43	0.01%	1,667,545.43 1,667,545.43	0.01%	1,667,545.43 0.00	5.24% 0.00	Aaa / AAA AAA	0.00 0.00
NEGOTIABLE CD									
61690UFH8	Morgan Stanley Bank NA Negotiable CD 2.6% Due 3/22/2021	250,000.00	03/12/2019 2.57%	250,000.00 250,000.00	101.42 0.05%	253,542.75 2,920.55	0.81% 3,542.75	NR / NR NR	0.56 0.55
949763EM4	Wells Fargo Bank NA Negotiable CD 2.25% Due 2/1/2022	250,000.00	01/23/2017 2.25%	250,000.00 250,000.00	103.01 0.13%	257,526.50 477.74	0.81% 7,526.50	NR / NR NR	1.42 1.40
2546722U1	Discover Bank Negotiable CD 2.25% Due 2/1/2022	250,000.00	01/30/2017 2.25%	250,000.00 250,000.00	103.03 0.12%	257,568.50 477.74	0.81% 7,568.50	NR / NR NR	1.42 1.40
02007GJD6	Ally Bank Negotiable CD 2.7% Due 3/21/2022	250,000.00	03/12/2019 2.70%	250,000.00 250,000.00	103.99 0.12%	259,987.25 3,032.88	0.83% 9,987.25	NR / NR NR	1.55 1.51
17312Q3P2	Citibank NA Negotiable CD 2.7% Due 3/21/2022	250,000.00	03/12/2019 2.68%	250,000.00 250,000.00	103.99 0.13%	259,987.25 3,051.37	0.83% 9,987.25	NR / NR NR	1.55 1.51



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
NEGOTIABLE CD									
7954502A2	Sallie Mae Bank Note 2.75% Due 3/21/2022	250,000.00	03/14/2019 2.73%	250,000.00 250,000.00	104.07 0.12%	260,181.75 3,107.88	0.83% 10,181.75	NR / NR NR	1.55 1.51
1404202W9	Capital One Bank USA NA Negotiable CD 2.4% Due 5/17/2022	250,000.00	05/09/2017 2.40%	250,000.00 250,000.00	103.87 0.13%	259,684.25 1,758.90	0.82% 9,684.25	NR / NR NR	1.71 1.67
Total Negotiable CD		1,750,000.00	2.51%	1,750,000.00 1,750,000.00	0.12%	1,808,478.25 14,827.06	5.73% 58,478.25	NR / NR NR	1.40 1.37
US TREASURY									
9127964Q9	US Treasury Bill 0.153% Due 11/3/2020	250,000.00	06/25/2020 0.15%	249,862.33 249,933.28	99.97 0.15%	249,933.28 0.00	0.79% 0.00	P-1 / A-1+ F-1+	0.18 0.18
9127963L1	US Treasury Bill 0.17% Due 12/24/2020	250,000.00	06/25/2020 0.17%	249,786.32 249,865.42	99.95 0.17%	249,865.42 0.00	0.79% 0.00	P-1 / A-1+ F-1+	0.32 0.31
912796UC1	US Treasury Bill 0.17% Due 1/28/2021	250,000.00	06/25/2020 0.17%	249,745.00 249,824.10	99.93 0.17%	249,824.10 0.00	0.79% 0.00	P-1 / A-1+ F-1+	0.41 0.41
912828T67	US Treasury Note 1.25% Due 10/31/2021	250,000.00	06/03/2020 0.21%	253,662.11 253,028.01	101.24 0.18%	253,105.50 1,052.99	0.80% 77.49	Aaa / AA+ AAA	1.17 1.16
912828L24	US Treasury Note 1.875% Due 8/31/2022	250,000.00	06/05/2020 0.24%	259,101.56 258,151.15	103.47 0.14%	258,672.00 12.95	0.81% 520.85	Aaa / AA+ AAA	2.00 1.97
912828YK0	US Treasury Note 1.375% Due 10/15/2022	250,000.00	06/03/2020 0.22%	256,777.34 256,078.40	102.61 0.14%	256,523.50 1,305.50	0.81% 445.10	Aaa / AA+ AAA	2.12 2.09
Total US Treasury		1,500,000.00	0.19%	1,518,934.66 1,516,880.36	0.16%	1,517,923.80 2,371.44	4.78% 1,043.44	Aaa / AAA AAA	1.04 1.03
TOTAL PORTFOLIO		35,983,092.18	1.22%	33,998,113.45 33,841,704.94	8.53%	31,737,742.56 56,410.24	100.00% (2,103,962.38)	Aaa / AAA AAA	0.52 0.41
TOTAL MARKET VALUE PLUS ACCRUED						31,794,152.80			



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	08/01/2020	31846V203	3,282.53	First American Govt Obligation Fund Class Y	1.000	0.01%	3,282.53	0.00	3,282.53	0.00
Purchase	08/03/2020	31846V203	4.42	First American Govt Obligation Fund Class Y	1.000	0.01%	4.42	0.00	4.42	0.00
Purchase	08/08/2020	31846V203	7,750.00	First American Govt Obligation Fund Class Y	1.000	0.01%	7,750.00	0.00	7,750.00	0.00
Purchase	08/10/2020	31846V203	15,000.00	First American Govt Obligation Fund Class Y	1.000	0.01%	15,000.00	0.00	15,000.00	0.00
Purchase	08/10/2020	31846V203	2,000,000.00	First American Govt Obligation Fund Class Y	1.000	0.01%	2,000,000.00	0.00	2,000,000.00	0.00
Purchase	08/14/2020	3133EL3V4	250,000.00	FFCB Note 0.2% Due 8/14/2023	99.791	0.27%	249,477.50	0.00	249,477.50	0.00
Purchase	08/16/2020	31846V203	1,650.00	First American Govt Obligation Fund Class Y	1.000	0.01%	1,650.00	0.00	1,650.00	0.00
Purchase	08/21/2020	3137EAEV7	190,000.00	FHLMC Note 0.25% Due 8/24/2023	99.898	0.28%	189,806.20	0.00	189,806.20	0.00
Purchase	08/23/2020	31846V203	3,562.50	First American Govt Obligation Fund Class Y	1.000	0.01%	3,562.50	0.00	3,562.50	0.00
Purchase	08/31/2020	31846V203	2,343.75	First American Govt Obligation Fund Class Y	1.000	0.01%	2,343.75	0.00	2,343.75	0.00
Subtotal			2,473,593.20				2,472,876.90	0.00	2,472,876.90	0.00
Security Contribution	08/31/2020	90CHECK\$1	2,033,384.13	Checking Deposit Bank Account	1.000		2,033,384.13	0.00	2,033,384.13	0.00
Subtotal			2,033,384.13				2,033,384.13	0.00	2,033,384.13	0.00
TOTAL ACQUISITIONS			4,506,977.33				4,506,261.03	0.00	4,506,261.03	0.00
DISPOSITIONS										
Sale	08/14/2020	31846V203	249,477.50	First American Govt Obligation Fund Class Y	1.000	0.01%	249,477.50	0.00	249,477.50	0.00



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
DISPOSITIONS										
Sale	08/21/2020	31846V203	189,806.20	First American Govt Obligation Fund Class Y	1.000	0.01%	189,806.20	0.00	189,806.20	0.00
Subtotal			439,283.70				439,283.70	0.00	439,283.70	0.00
Call	08/10/2020	3136G3U45	2,000,000.00	FNMA Callable Note Annual 8/10/2017 1.5% Due 8/10/2021	100.000	1.50%	2,000,000.00	0.00	2,000,000.00	0.00
Subtotal			2,000,000.00				2,000,000.00	0.00	2,000,000.00	0.00
Security Withdrawal	08/14/2020	90LAIF\$00	725,000.00	Local Agency Investment Fund State Pool	1.000		725,000.00	0.00	725,000.00	0.00
Security Withdrawal	08/20/2020	90LAIF\$00	850,000.00	Local Agency Investment Fund State Pool	1.000		850,000.00	0.00	850,000.00	0.00
Security Withdrawal	08/26/2020	31846V203	416.67	First American Govt Obligation Fund Class Y	1.000		416.67	0.00	416.67	0.00
Security Withdrawal	08/28/2020	90LAIF\$00	430,000.00	Local Agency Investment Fund State Pool	1.000		430,000.00	0.00	430,000.00	0.00
Security Withdrawal	08/31/2020	90CHECK\$1	2,657,491.14	Checking Deposit Bank Account	1.000		2,657,491.14	0.00	2,657,491.14	0.00
Subtotal			4,662,907.81				4,662,907.81	0.00	4,662,907.81	0.00
TOTAL DISPOSITIONS			7,102,191.51				7,102,191.51	0.00	7,102,191.51	0.00
OTHER TRANSACTIONS										
Interest	08/01/2020	2546722U1	250,000.00	Discover Bank Negotiable CD 2.25% Due 2/1/2022	0.000		2,804.79	0.00	2,804.79	0.00
Interest	08/01/2020	949763EM4	250,000.00	Wells Fargo Bank NA Negotiable CD 2.25% Due 2/1/2022	0.000		477.74	0.00	477.74	0.00
Interest	08/08/2020	594918BP8	1,000,000.00	Microsoft Callable Note Cont 7/8/2021 1.55% Due 8/8/2021	0.000		7,750.00	0.00	7,750.00	0.00
Interest	08/10/2020	3136G3U45	2,000,000.00	FNMA Callable Note Annual 8/10/2017 1.5% Due 8/10/2021	0.000		15,000.00	0.00	15,000.00	0.00



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
OTHER TRANSACTIONS										
Interest	08/16/2020	06406FAD5	150,000.00	Bank of NY Mellon Corp Callable Note Cont 6/16/2023 2.2% Due 8/16/2023	0.000		1,650.00	0.00	1,650.00	0.00
Interest	08/23/2020	037833BU3	250,000.00	Apple Inc Callable Note Cont 12/23/2022 2.85% Due 2/23/2023	0.000		3,562.50	0.00	3,562.50	0.00
Interest	08/31/2020	912828L24	250,000.00	US Treasury Note 1.875% Due 8/31/2022	0.000		2,343.75	0.00	2,343.75	0.00
Subtotal			4,150,000.00				33,588.78	0.00	33,588.78	0.00
Dividend	08/03/2020	31846V203	76,935.13	First American Govt Obligation Fund Class Y	0.000		4.42	0.00	4.42	0.00
Subtotal			76,935.13				4.42	0.00	4.42	0.00
TOTAL OTHER TRANSACTIONS			4,226,935.13				33,593.20	0.00	33,593.20	0.00

Vallejo Flood & Wastewater District Consolidated

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Income Earned

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CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
FIXED INCOME						
037833BU3	Apple Inc Callable Note Cont 12/23/2022 2.85% Due 02/23/2023	06/02/2020 06/04/2020 250,000.00	264,221.26 0.00 0.00 263,716.84	3,127.08 3,562.50 158.33 593.75	0.00 504.42 (504.42) 89.33	89.33
06406FAD5	Bank of NY Mellon Corp Callable Note Cont 6/16/2023 2.2% Due 08/16/2023	06/26/2020 06/30/2020 150,000.00	156,729.22 0.00 0.00 156,530.36	1,512.50 1,650.00 137.50 275.00	0.00 198.86 (198.86) 76.14	76.14
3130AFRB5	FHLB Callable Note 1X 1/29/2021 2.875% Due 01/29/2024	01/23/2019 01/23/2019 1,000,000.00	1,000,000.00 0.00 0.00 1,000,000.00	159.72 0.00 2,555.56 2,395.84	0.00 0.00 0.00 2,395.84	2,395.84
313381BR5	FHLB Note 1.875% Due 12/09/2022	06/29/2020 06/30/2020 250,000.00	259,520.74 0.00 0.00 259,177.55	677.08 0.00 1,067.71 390.63	0.00 343.19 (343.19) 47.44	47.44
3133EL3V4	FFCB Note 0.2% Due 08/14/2023	08/12/2020 08/14/2020 250,000.00	0.00 249,477.50 0.00 249,486.09	0.00 0.00 23.61 23.61	8.59 0.00 8.59 32.20	32.20
3133ELE75	FFCB Note 0.25% Due 06/02/2022	06/02/2020 06/03/2020 250,000.00	249,997.70 0.00 0.00 249,997.81	102.43 0.00 154.51 52.08	0.11 0.00 0.11 52.19	52.19
3133ELWD2	FFCB Note 0.375% Due 04/08/2022	06/03/2020 06/04/2020 250,000.00	250,443.20 0.00 0.00 250,420.86	294.27 0.00 372.40 78.13	0.00 22.34 (22.34) 55.79	55.79
3134GVJ66	FHLMC Note 0.25% Due 06/08/2022	06/04/2020 06/08/2020 250,000.00	249,861.10 0.00 0.00 249,867.47	92.01 0.00 144.10 52.09	6.37 0.00 6.37 58.46	58.46
3135G04Q3	FNMA Note 0.25% Due 05/22/2023	05/20/2020 05/22/2020 240,000.00	239,324.44 0.00 0.00 239,344.89	115.00 0.00 165.00 50.00	20.45 0.00 20.45 70.45	70.45

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Income Earned

As of August 31, 2020



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
3135G05G4	FNMA Note 0.25% Due 07/10/2023	07/08/2020 07/10/2020 205,000.00	204,568.11 0.00 0.00 204,580.58	29.90 0.00 72.60 42.70	12.47 0.00 12.47 55.17	55.17
3136G3U45	FNMA Callable Note Annual 8/10/2017 Due 08/10/2021	08/08/2016 08/08/2016 0.00	2,000,000.00 0.00 2,000,000.00 0.00	14,250.00 15,000.00 0.00 750.00	0.00 0.00 0.00 750.00	750.00
3137EAER6	FHLMC Note 0.375% Due 05/05/2023	05/05/2020 05/07/2020 220,000.00	219,914.87 0.00 0.00 219,917.49	192.50 0.00 261.25 68.75	2.62 0.00 2.62 71.37	71.37
3137EAES4	FHLMC Note 0.25% Due 06/26/2023	06/24/2020 06/26/2020 220,000.00	219,378.72 0.00 0.00 219,396.91	53.47 0.00 99.31 45.84	18.19 0.00 18.19 64.03	64.03
3137EAEV7	FHLMC Note 0.25% Due 08/24/2023	08/19/2020 08/21/2020 190,000.00	0.00 189,806.20 0.00 189,808.14	0.00 0.00 13.19 13.19	1.94 0.00 1.94 15.13	15.13
46625HJH4	JP Morgan Chase Note 3.2% Due 01/25/2023	06/26/2020 06/30/2020 200,000.00	212,056.63 0.00 0.00 211,644.55	106.67 0.00 640.00 533.33	0.00 412.08 (412.08) 121.25	121.25
47787NAC3	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	07/14/2020 07/22/2020 30,000.00	29,995.47 0.00 0.00 29,995.58	3.83 0.00 16.58 12.75	0.11 0.00 0.11 12.86	12.86
525ESC6J3	Lehman Brothers Escrow CUSIP- Defaulted 0.001% Due 11/10/2020	01/16/2008 01/16/2008 500,000.00	90,000.00 0.00 0.00 90,000.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00
525ESCAJ8	Lehman Brothers ESCROW CUSIP - Defaulted 0.01% Due 01/27/2021	01/08/2008 01/08/2008 945,000.00	499,601.34 0.00 0.00 499,601.34	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00

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Income Earned

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CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
525ESCIB7	Lehman Brothers Note-Defaulted Due 01/24/2021	01/25/2008 01/25/2008 3,000,000.00	1,663,765.05 0.00 0.00 1,663,765.05	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00
594918BP8	Microsoft Callable Note Cont 7/8/2021 1.55% Due 08/08/2021	01/23/2017 01/23/2017 1,000,000.00	994,213.58 0.00 0.00 994,695.78	7,448.61 7,750.00 990.28 1,291.67	482.20 0.00 482.20 1,773.87	1,773.87
69371RQ82	Paccar Financial Corp Note 0.8% Due 06/08/2023	06/01/2020 06/08/2020 150,000.00	149,801.78 0.00 0.00 149,807.68	176.67 0.00 276.67 100.00	5.90 0.00 5.90 105.90	105.90
912828L24	US Treasury Note 1.875% Due 08/31/2022	06/05/2020 06/08/2020 250,000.00	258,497.77 0.00 0.00 258,151.15	1,961.62 2,343.75 12.95 395.08	0.00 346.62 (346.62) 48.46	48.46
912828T67	US Treasury Note 1.25% Due 10/31/2021	06/03/2020 06/04/2020 250,000.00	253,248.88 0.00 0.00 253,028.01	789.74 0.00 1,052.99 263.25	0.00 220.87 (220.87) 42.38	42.38
912828YK0	US Treasury Note 1.375% Due 10/15/2022	06/03/2020 06/04/2020 250,000.00	256,321.85 0.00 0.00 256,078.40	1,014.34 0.00 1,305.50 291.16	0.00 243.45 (243.45) 47.71	47.71
			9,721,461.71	32,107.44	558.95	
			439,283.70	30,306.25	2,291.83	
			2,000,000.00	9,520.04	(1,732.88)	
Total Fixed Income		10,300,000.00	8,159,012.53	7,718.85	5,985.97	5,985.97

CASH & EQUIVALENT

02007GJD6	Ally Bank Negotiable CD 2.7% Due 03/21/2022	03/12/2019 03/12/2019 250,000.00	250,000.00 0.00 0.00 250,000.00	2,459.59 0.00 3,032.88 573.29	0.00 0.00 0.00 573.29	573.29
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Vallejo Flood & Wastewater District Consolidated

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Income Earned

As of August 31, 2020



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
1404202W9	Capital One Bank USA NA Negotiable CD 2.4% Due 05/17/2022	05/09/2017 05/09/2017 250,000.00	250,000.00 0.00 0.00 250,000.00	1,249.32 0.00 1,758.90 509.58	0.00 0.00 0.00 509.58	509.58
17312Q3P2	Citibank NA Negotiable CD 2.7% Due 03/21/2022	03/12/2019 03/12/2019 250,000.00	250,000.00 0.00 0.00 250,000.00	2,478.08 0.00 3,051.37 573.29	0.00 0.00 0.00 573.29	573.29
2546722U1	Discover Bank Negotiable CD 2.25% Due 02/01/2022	01/30/2017 01/30/2017 250,000.00	250,000.00 0.00 0.00 250,000.00	2,804.79 2,804.79 477.74 477.74	0.00 0.00 0.00 477.74	477.74
31846V203	First American Govt Obligation Fund Class Y	Various Various 1,667,545.43	73,652.60 2,033,593.20 439,700.37 1,667,545.43	0.00 4.42 0.00 4.42	0.00 0.00 0.00 4.42	4.42
61690UFH8	Morgan Stanley Bank NA Negotiable CD 2.6% Due 03/22/2021	03/12/2019 03/12/2019 250,000.00	250,000.00 0.00 0.00 250,000.00	2,368.49 0.00 2,920.55 552.06	0.00 0.00 0.00 552.06	552.06
62479LJE6	MUFG Bank Ltd Discount CP 0.25% Due 09/14/2020	06/25/2020 06/26/2020 250,000.00	249,923.61 0.00 0.00 249,977.43	0.00 0.00 0.00 0.00	53.82 0.00 53.82 53.82	53.82
7954502A2	Sallie Mae Bank Note 2.75% Due 03/21/2022	03/14/2019 03/14/2019 250,000.00	250,000.00 0.00 0.00 250,000.00	2,523.97 0.00 3,107.88 583.91	0.00 0.00 0.00 583.91	583.91
90CHECK\$1	Checking Deposit Bank Account	Various Various 1,163,959.03	1,788,066.04 2,033,384.13 2,657,491.14 1,163,959.03	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00
9127963L1	US Treasury Bill 0.17% Due 12/24/2020	06/25/2020 06/26/2020 250,000.00	249,828.82 0.00 0.00 249,865.42	0.00 0.00 0.00 0.00	36.60 0.00 36.60 36.60	36.60

Vallejo Flood & Wastewater District Consolidated

Account #10761

Income Earned

As of August 31, 2020



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
9127964Q9	US Treasury Bill 0.153% Due 11/03/2020	06/25/2020 06/26/2020 250,000.00	249,900.45 0.00 0.00 249,933.28	0.00 0.00 0.00 0.00	32.83 0.00 32.83 32.83	32.83
912796UC1	US Treasury Bill 0.17% Due 01/28/2021	06/25/2020 06/26/2020 250,000.00	249,787.50 0.00 0.00 249,824.10	0.00 0.00 0.00 0.00	36.60 0.00 36.60 36.60	36.60
949763EM4	Wells Fargo Bank NA Negotiable CD 2.25% Due 02/01/2022	01/23/2017 01/23/2017 250,000.00	250,000.00 0.00 0.00 250,000.00	477.74 477.74 477.74 477.74	0.00 0.00 0.00 477.74	477.74
			4,611,159.02	14,361.98	159.85	
			4,066,977.33	3,286.95	0.00	
			3,097,191.51	14,827.06	159.85	
Total Cash & Equivalent			5,581,504.46	3,752.03	3,911.88	3,911.88
LOCAL AGENCY INVESTMENT FUND						
90LAIF\$00	Local Agency Investment Fund State Pool	Various Various 20,101,587.72	22,106,587.72 0.00 2,005,000.00 20,101,587.72	17,931.69 0.00 32,063.14 14,131.45	0.00 0.00 0.00 14,131.45	14,131.45
			22,106,587.72	17,931.69	0.00	
			0.00	0.00	0.00	
			2,005,000.00	32,063.14	0.00	
Total Local Agency Investment Fund			20,101,587.72	14,131.45	14,131.45	14,131.45
			36,439,208.45	64,401.11	718.80	
			4,506,261.03	33,593.20	2,291.83	
			7,102,191.51	56,410.24	(1,573.03)	
TOTAL PORTFOLIO			35,983,092.18	25,602.33	24,029.30	24,029.30

Vallejo Flood & Wastewater District Consolidated

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Cash Flow Report

As of August 31, 2020



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
09/01/2020	Interest	949763EM4	250,000.00	Wells Fargo Bank NA Negotiable CD 2.25% Due 2/1/2022	0.00	477.74	477.74
09/14/2020	Maturity	62479LJE6	250,000.00	MUFG Bank Ltd Discount CP 0.25% Due 9/14/2020	250,000.00	0.00	250,000.00
09/15/2020	Paydown	47787NAC3	30,000.00	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	0.00	22.53	22.53
09/20/2020	Interest	17312Q3P2	250,000.00	Citibank NA Negotiable CD 2.7% Due 3/21/2022	0.00	3,402.74	3,402.74
09/20/2020	Interest	7954502A2	250,000.00	Sallie Mae Bank Note 2.75% Due 3/21/2022	0.00	3,465.75	3,465.75
09/21/2020	Interest	02007GJD6	250,000.00	Ally Bank Negotiable CD 2.7% Due 3/21/2022	0.00	3,402.74	3,402.74
09/21/2020	Interest	61690UFH8	250,000.00	Morgan Stanley Bank NA Negotiable CD 2.6% Due 3/22/2021	0.00	3,276.71	3,276.71
SEP 2020					250,000.00	14,048.21	264,048.21
10/01/2020	Interest	949763EM4	250,000.00	Wells Fargo Bank NA Negotiable CD 2.25% Due 2/1/2022	0.00	462.33	462.33
10/08/2020	Interest	3133ELWD2	250,000.00	FFCB Note 0.375% Due 4/8/2022	0.00	468.75	468.75
10/15/2020	Dividend	90LAIF\$00	1,370,411,603.69	Local Agency Investment Fund State Pool	0.00	32,139.02	32,139.02
10/15/2020	Interest	912828YK0	250,000.00	US Treasury Note 1.375% Due 10/15/2022	0.00	1,718.75	1,718.75
10/15/2020	Paydown	47787NAC3	30,000.00	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	0.00	12.75	12.75
10/31/2020	Interest	912828T67	250,000.00	US Treasury Note 1.25% Due 10/31/2021	0.00	1,562.50	1,562.50
OCT 2020					0.00	36,364.10	36,364.10
11/01/2020	Interest	949763EM4	250,000.00	Wells Fargo Bank NA Negotiable CD 2.25% Due 2/1/2022	0.00	477.74	477.74
11/03/2020	Maturity	9127964Q9	250,000.00	US Treasury Bill 0.153% Due 11/3/2020	250,000.00	0.00	250,000.00
11/05/2020	Interest	3137EAER6	220,000.00	FHLMC Note 0.375% Due 5/5/2023	0.00	407.92	407.92

Vallejo Flood & Wastewater District Consolidated

Account #10761

Cash Flow Report

As of August 31, 2020



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
11/15/2020	Paydown	47787NAC3	30,000.00	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	0.00	12.75	12.75
11/17/2020	Interest	1404202W9	250,000.00	Capital One Bank USA NA Negotiable CD 2.4% Due 5/17/2022	0.00	3,024.66	3,024.66
11/22/2020	Interest	3135G04Q3	240,000.00	FNMA Note 0.25% Due 5/22/2023	0.00	300.00	300.00
NOV 2020					250,000.00	4,223.07	254,223.07
12/01/2020	Interest	949763EM4	250,000.00	Wells Fargo Bank NA Negotiable CD 2.25% Due 2/1/2022	0.00	462.33	462.33
12/02/2020	Interest	3133ELE75	250,000.00	FFCB Note 0.25% Due 6/2/2022	0.00	312.50	312.50
12/08/2020	Interest	3134GVJ66	250,000.00	FHLMC Note 0.25% Due 6/8/2022	0.00	312.50	312.50
12/08/2020	Interest	69371RQ82	150,000.00	Paccar Financial Corp Note 0.8% Due 6/8/2023	0.00	600.00	600.00
12/09/2020	Interest	313381BR5	250,000.00	FHLB Note 1.875% Due 12/9/2022	0.00	2,343.75	2,343.75
12/15/2020	Paydown	47787NAC3	30,000.00	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	0.00	12.75	12.75
12/24/2020	Maturity	9127963L1	250,000.00	US Treasury Bill 0.17% Due 12/24/2020	250,000.00	0.00	250,000.00
12/26/2020	Interest	3137EAES4	220,000.00	FHLMC Note 0.25% Due 6/26/2023	0.00	275.00	275.00
DEC 2020					250,000.00	4,318.83	254,318.83
01/01/2021	Interest	949763EM4	250,000.00	Wells Fargo Bank NA Negotiable CD 2.25% Due 2/1/2022	0.00	477.74	477.74
01/10/2021	Interest	3135G05G4	205,000.00	FNMA Note 0.25% Due 7/10/2023	0.00	256.25	256.25
01/15/2021	Paydown	47787NAC3	30,000.00	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	0.00	12.75	12.75
01/25/2021	Interest	46625HJH4	200,000.00	JP Morgan Chase Note 3.2% Due 1/25/2023	0.00	3,200.00	3,200.00
01/28/2021	Maturity	912796UC1	250,000.00	US Treasury Bill 0.17% Due 1/28/2021	250,000.00	0.00	250,000.00

Vallejo Flood & Wastewater District Consolidated

Account #10761

Cash Flow Report

As of August 31, 2020



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
01/29/2021	Interest	3130AFRB5	1,000,000.00	FHLB Callable Note 1X 1/29/2021 2.875% Due 1/29/2024	0.00	14,375.00	14,375.00
JAN 2021					250,000.00	18,321.74	268,321.74
02/01/2021	Interest	2546722U1	250,000.00	Discover Bank Negotiable CD 2.25% Due 2/1/2022	0.00	2,835.62	2,835.62
02/01/2021	Interest	949763EM4	250,000.00	Wells Fargo Bank NA Negotiable CD 2.25% Due 2/1/2022	0.00	477.74	477.74
02/08/2021	Interest	594918BP8	1,000,000.00	Microsoft Callable Note Cont 7/8/2021 1.55% Due 8/8/2021	0.00	7,750.00	7,750.00
02/14/2021	Interest	3133EL3V4	250,000.00	FFCB Note 0.2% Due 8/14/2023	0.00	250.00	250.00
02/15/2021	Paydown	47787NAC3	30,000.00	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	0.00	12.75	12.75
02/16/2021	Interest	06406FAD5	150,000.00	Bank of NY Mellon Corp Callable Note Cont 6/16/2023 2.2% Due 8/16/2023	0.00	1,650.00	1,650.00
02/23/2021	Interest	037833BU3	250,000.00	Apple Inc Callable Note Cont 12/23/2022 2.85% Due 2/23/2023	0.00	3,562.50	3,562.50
02/24/2021	Interest	3137EAEV7	190,000.00	FHLMC Note 0.25% Due 8/24/2023	0.00	241.46	241.46
02/28/2021	Interest	912828L24	250,000.00	US Treasury Note 1.875% Due 8/31/2022	0.00	2,343.75	2,343.75
FEB 2021					0.00	19,123.82	19,123.82
03/01/2021	Interest	949763EM4	250,000.00	Wells Fargo Bank NA Negotiable CD 2.25% Due 2/1/2022	0.00	431.51	431.51
03/15/2021	Paydown	47787NAC3	30,000.00	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	0.00	12.75	12.75
03/20/2021	Interest	17312Q3P2	250,000.00	Citibank NA Negotiable CD 2.7% Due 3/21/2022	0.00	3,347.26	3,347.26
03/20/2021	Interest	7954502A2	250,000.00	Sallie Mae Bank Note 2.75% Due 3/21/2022	0.00	3,409.25	3,409.25
03/21/2021	Interest	61690UFH8	250,000.00	Morgan Stanley Bank NA Negotiable CD 2.6% Due 3/22/2021	0.00	3,223.29	3,223.29

Vallejo Flood & Wastewater District Consolidated

Account #10761

Cash Flow Report

As of August 31, 2020



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
03/21/2021	Interest	02007GJD6	250,000.00	Ally Bank Negotiable CD 2.7% Due 3/21/2022	0.00	3,347.26	3,347.26
03/22/2021	Maturity	61690UFH8	250,000.00	Morgan Stanley Bank NA Negotiable CD 2.6% Due 3/22/2021	250,000.00	17.81	250,017.81
MAR 2021					250,000.00	13,789.13	263,789.13
04/01/2021	Interest	949763EM4	250,000.00	Wells Fargo Bank NA Negotiable CD 2.25% Due 2/1/2022	0.00	477.74	477.74
04/08/2021	Interest	3133ELWD2	250,000.00	FFCB Note 0.375% Due 4/8/2022	0.00	468.75	468.75
04/15/2021	Interest	912828YK0	250,000.00	US Treasury Note 1.375% Due 10/15/2022	0.00	1,718.75	1,718.75
04/15/2021	Paydown	47787NAC3	30,000.00	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	0.00	12.75	12.75
04/30/2021	Interest	912828T67	250,000.00	US Treasury Note 1.25% Due 10/31/2021	0.00	1,562.50	1,562.50
APR 2021					0.00	4,240.49	4,240.49
05/01/2021	Interest	949763EM4	250,000.00	Wells Fargo Bank NA Negotiable CD 2.25% Due 2/1/2022	0.00	462.33	462.33
05/05/2021	Interest	3137EAER6	220,000.00	FHLMC Note 0.375% Due 5/5/2023	0.00	412.50	412.50
05/15/2021	Paydown	47787NAC3	30,000.00	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	0.00	12.75	12.75
05/17/2021	Interest	1404202W9	250,000.00	Capital One Bank USA NA Negotiable CD 2.4% Due 5/17/2022	0.00	2,975.34	2,975.34
05/22/2021	Interest	3135G04Q3	240,000.00	FNMA Note 0.25% Due 5/22/2023	0.00	300.00	300.00
MAY 2021					0.00	4,162.92	4,162.92
06/01/2021	Interest	949763EM4	250,000.00	Wells Fargo Bank NA Negotiable CD 2.25% Due 2/1/2022	0.00	477.74	477.74
06/02/2021	Interest	3133ELE75	250,000.00	FFCB Note 0.25% Due 6/2/2022	0.00	312.50	312.50
06/08/2021	Interest	69371RQ82	150,000.00	Paccar Financial Corp Note 0.8% Due 6/8/2023	0.00	600.00	600.00

Vallejo Flood & Wastewater District Consolidated

Account #10761

Cash Flow Report

As of August 31, 2020



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
06/08/2021	Interest	3134GVJ66	250,000.00	FHLMC Note 0.25% Due 6/8/2022	0.00	312.50	312.50
06/09/2021	Interest	313381BR5	250,000.00	FHLB Note 1.875% Due 12/9/2022	0.00	2,343.75	2,343.75
06/15/2021	Paydown	47787NAC3	30,000.00	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	0.00	12.75	12.75
06/26/2021	Interest	3137EAES4	220,000.00	FHLMC Note 0.25% Due 6/26/2023	0.00	275.00	275.00
JUN 2021					0.00	4,334.24	4,334.24
07/01/2021	Interest	949763EM4	250,000.00	Wells Fargo Bank NA Negotiable CD 2.25% Due 2/1/2022	0.00	462.33	462.33
07/10/2021	Interest	3135G05G4	205,000.00	FNMA Note 0.25% Due 7/10/2023	0.00	256.25	256.25
07/15/2021	Paydown	47787NAC3	30,000.00	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	0.00	12.75	12.75
07/25/2021	Interest	46625HJH4	200,000.00	JP Morgan Chase Note 3.2% Due 1/25/2023	0.00	3,200.00	3,200.00
07/29/2021	Interest	3130AFRB5	1,000,000.00	FHLB Callable Note 1X 1/29/2021 2.875% Due 1/29/2024	0.00	14,375.00	14,375.00
JUL 2021					0.00	18,306.33	18,306.33
08/01/2021	Interest	2546722U1	250,000.00	Discover Bank Negotiable CD 2.25% Due 2/1/2022	0.00	2,789.38	2,789.38
08/01/2021	Interest	949763EM4	250,000.00	Wells Fargo Bank NA Negotiable CD 2.25% Due 2/1/2022	0.00	477.74	477.74
08/08/2021	Maturity	594918BP8	1,000,000.00	Microsoft Callable Note Cont 7/8/2021 1.55% Due 8/8/2021	1,000,000.00	7,750.00	1,007,750.00
08/14/2021	Interest	3133EL3V4	250,000.00	FFCB Note 0.2% Due 8/14/2023	0.00	250.00	250.00
08/15/2021	Paydown	47787NAC3	30,000.00	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	0.00	12.75	12.75
08/16/2021	Interest	06406FAD5	150,000.00	Bank of NY Mellon Corp Callable Note Cont 6/16/2023 2.2% Due 8/16/2023	0.00	1,650.00	1,650.00

Cash Flow Report

As of August 31, 2020



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
08/23/2021	Interest	037833BU3	250,000.00	Apple Inc Callable Note Cont 12/23/2022 2.85% Due 2/23/2023	0.00	3,562.50	3,562.50
08/24/2021	Interest	3137EAEV7	190,000.00	FHLMC Note 0.25% Due 8/24/2023	0.00	237.50	237.50
08/31/2021	Interest	912828L24	250,000.00	US Treasury Note 1.875% Due 8/31/2022	0.00	2,343.75	2,343.75
AUG 2021					1,000,000.00	19,073.62	1,019,073.62
TOTAL					2,250,000.00	160,306.50	2,410,306.50



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Custody: Your qualified custodian bank maintains control of all assets reflected in this statement and we urge you to compare this statement to the one you receive from your qualified custodian. Chandler does not have any authority to withdraw or deposit funds from/to the custodian account.

Valuation: Prices are provided by IDC, an independent pricing source. In the event IDC does not provide a price or if the price provided is not reflective of fair market value, Chandler will obtain pricing from an alternative approved third party pricing source in accordance with our written valuation policy and procedures. Our valuation procedures are also disclosed in Item 5 of our Form ADV Part 2A.

Performance: Performance results are presented gross-of-advisory fees and represent the client's Total Return. The deduction of advisory fees lowers performance results. These results include the reinvestment of dividends and other earnings. Past performance may not be indicative of future results. Therefore, clients should not assume that future performance of any specific investment or investment strategy will be profitable or equal to past performance levels. All investment strategies have the potential for profit or loss. Economic factors, market conditions or changes in investment strategies, contributions or withdrawals may materially alter the performance and results of your portfolio.

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Index returns assume reinvestment of all distributions. Historical performance results for investment indexes generally do not reflect the deduction of transaction and/or custodial charges or the deduction of an investment management fee, the incurrence of which would have the effect of decreasing historical performance results. It is not possible to invest directly in an index.

Ratings: Ratings information have been provided by Moody's, S&P and Fitch through data feeds we believe to be reliable as of the date of this statement, however we cannot guarantee its accuracy.

Security level ratings for U.S. Agency issued mortgage-backed securities ("MBS") reflect the issuer rating because the securities themselves are not rated. The issuing U.S. Agency guarantees the full and timely payment of both principal and interest and carries a AA+/Aaa/AAA by S&P, Moody's and Fitch respectively.



District Manager
Melissa Morton

BOARD COMMUNICATION

October 13, 2020
Consent Item No. 4D

TO: THE HONORABLE PRESIDENT AND BOARD OF TRUSTEES

FROM: MELISSA MORTON, DISTRICT MANAGER 
KEITH SORSDAL, DIRECTOR OF SAFETY AND RISK MANAGEMENT

**SUBJECT: RECEIVE WORKERS' COMPENSATION MANAGEMENT PROGRAM
SUMMARY, FISCAL YEAR ENDING 6/30/20**

BACKGROUND AND DISCUSSION

Enclosed is a summary of the workers' compensation claims for the Fiscal Year 19/20. During the Fiscal Year Ending (FYE) 6/30/20 the District experienced a total of seven on-the-job injuries (OJI's).

The District's workers' compensation administrator, Sedgwick Claims Management Services includes costs associated with workers' compensation claims in the attached summary report. The FYE 6/30/20 report shows reserves for claims set by Sedgwick Claims Management Services at \$29,775 which is a decrease of \$23,290 from the previous year.

Review of the data shows three of the seven OJI's for this fiscal year were experienced within one department. The most frequent type of OJI experienced District wide were sprains and strains, accounting for five of the seven. The costliest OJI experienced this year was also in the category of sprains/strains accounting for 71% of the injuries and 97% of the cost. Additionally, this category incurred a total of 2 lost work days and 33 days of transitional work for a total of 35 days lost or restricted.

Further review of the summary shows that the age group 41-45 experienced the highest cost for claims at \$23,948, along with the highest number of lost or restricted work days at 24. The age group 46-50 experienced the highest number of claims at 2.

RECOMMENDATION

This report is for information only. No board action is required at this time.

ALTERNATIVES CONSIDERED

None

ENVIRONMENTAL REVIEW

This is not a project under CEQA and no environmental review is required.

FISCAL IMPACT

None

PROPOSED ACTION

This report is for information only. No board action is requested at this time.

DOCUMENTS ATTACHED

A. Workers' Compensation Summary Report

CONTACT PERSON

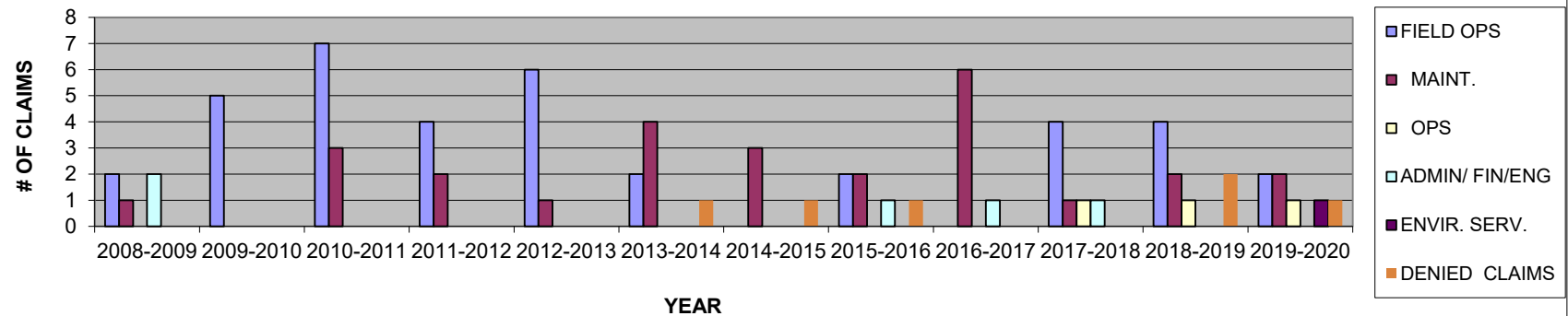
Keith Sorsdal, Director of Safety and Risk Management, (707) 644-8949 ext. 1801

	FYE 6/30/10				FYE 6/30/11				FYE 6/30/12				FYE 6/30/13				FYE 6/30/14				FYE 6/30/15				FYE 6/30/16				FYE 6/30/17				FYE 6/30/18				FYE 6/30/19			
	Days Lost				Days Lost				Days Lost				Days Lost				Days Lost				Days Lost				Days Lost				Days Lost				Days Lost				Days Lost			
Injuries by Department	Claims	Cost		or Restr.	Claims	Cost		or Restr.	Claims	Cost		or Restr.	Claims	Cost		or Restr.	Claims	Cost		or Restr.	Claims	Cost		or Restr.	Claims	Cost		or Restr.	Claims	Cost		or Restr.	Claims	Cost		or Restr.				
Administration	0	\$0	0	0	0	\$0	0	0	0	\$0	0	0	0	0	\$0	0	0	0	\$0	0	0	0	\$0	0	0	0	\$0	0	0	0	0	\$0	0	0	1	\$13,744				
Field Operations	5	\$34,039	230	7	\$70,114	209	4	\$2,727	95	6	\$17,775	168	2	0	\$1,396	10	0	0	\$0	0	2	0	\$48,230	161	0	0	\$0	0	4	0	\$4,214	35	4	0	\$2,785	32				
Facility Maintenance	0	\$0	0	3	\$8,638	27	2	\$565	16	1	\$1,680	57	4	0	\$51,406	61	3	1	\$12,441	76	2	0	\$50,226	204	6	0	\$82,269	329	1	0	\$662	30	2	1	\$35,764	127				
Treatment Plant Operations	0	\$0	0	1	\$1,226	7	0	\$0	0	0	\$0	0	0	1	\$427	0	0	0	\$0	0	0	0	\$0	0	0	0	\$0	0	1	0	\$0	9	1	0	\$772	0				
Finance	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	0	0	\$0	0	0	1	1	\$915	0	0	0	\$0	0	0	\$0	0	0	0	\$0	0				
Engineering	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	0	0	\$0	0	0	0	\$0	0	1	0	\$42,222	77	1	0	\$897	14	0	0	\$0	0				
Environmental Services	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	0	\$0	0	0	0	\$0	0	0	0	\$0	0	0	0	\$0	0	0	\$0	0	0	0	\$0	0					
TOTAL	5	\$34,039	230	11	\$79,978	243	6	\$3,292	111	7	\$19,455	225	6	1	\$53,229	71	3	1	\$12,441	76	5	1	\$99,371	365	7	0	\$124,491	406	7	0	\$6,044	88	7	2	\$53,065	159				
Injuries by Type																																								
Sprain/Strain/Spasm/Tendonitis	3	\$31,381	195	8	\$70,078	241	4	\$1,857	95	5	\$14,139	110	2	0	\$732	17	2	0	\$7,009	76	4	1	\$49,519	168	2	0	\$7,989	114	4	0	\$4,117	54	2	1	\$35,764	127				
Abrasion, Scratch, Contusion, Bruise	0	\$0	0	1	\$1,500	0	2	\$1,435	16	1	\$397	57	1	1	\$4,127	7	0	0	\$0	0	1	0	\$49,852	197	0	0	\$0	0	0	0	\$0	0	1	0	\$776	22				
Cumulative Trauma (CT)	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	1	0	\$46,964	47	0	0	\$0	0	0	0	\$0	0	0	0	\$0	0	0	0	\$0	0	0	\$0	0					
Biological & Haz. Mat Exp.	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	0	\$0	0	0	0	\$0	0	0	0	\$0	0	0	0	\$0	0	0	\$0	0	0	0	\$0	0					
Pain	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	0	0	\$0	0	0	0	\$0	0	0	0	\$0	0	0	\$0	0	0	0	\$0	0					
Foreign Body	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	0	\$0	0	0	0	\$0	0	0	0	\$0	0	0	0	\$0	0	0	\$0	0									

VFWD WORKERS' COMP. CLAIMS BY DEPARTMENT (FISCAL YEAR)

FISCAL YEAR	FIELD OPS	MAINT.	OPS	ADMIN/ FIN/ENG	ENVIR. SERV.	DENIED CLAIMS	DISTRICT WIDE
2008-2009	2	1	0	2	0	0	5
2009-2010	5	0	0	0	0	0	5
2010-2011	7	3	0	0	0	0	10
2011-2012	4	2	0	0	0	0	6
2012-2013	6	1	0	0	0	0	7
2013-2014	2	4	0	0	0	1	7
2014-2015	0	3	0	0	0	1	4
2015-2016	2	2	0	1	0	1	6
2016-2017	0	6	0	1	0	0	7
2017-2018	4	1	1	1	0	0	7
2018-2019	4	2	1	0	0	2	9
2019-2020	2	2	1	0	1	1	7

WORKERS' COMP. CLAIMS BY DEPT.





District Manager
Melissa Morton

October 13, 2020

BOARD COMMUNICATION

Consent Item No. 4E

TO: THE HONORABLE PRESIDENT AND BOARD OF TRUSTEES

FROM: MELISSA MORTON, DISTRICT MANAGER *Melissa Morton*
JEFF TUCKER, DIRECTOR OF FINANCE/TREASURER

**SUBJECT: ADOPT RESOLUTION AUTHORIZING DELEGATION OF FIDUCIARY
RESPONSIBILITY FOR VALLEJO FLOOD AND WASTEWATER DISTRICT
DEFERRED COMPENSATION PLAN TO INVESTMENT COMMITTEE AND
INVESTMENT ADVISOR**

BACKGROUND AND DISCUSSION

The District maintains a deferred compensation plan, also referred to as a “457 Plan,” as a voluntary benefit to District employees. All fees and charges associated with this plan are paid by plan participants. The Plan allows employees to defer some salary or wage compensation into tax-deferred investment accounts for use as supplemental retirement income.

Even though the Plan is voluntary and all investments are self-directed by the participants, the Board of Trustees and the agency still retain some liability, fiduciary duty, and Duty of Care to the participants. For example, the District is responsible for selecting the options of investments available to plan participants, for selecting the Plan recordkeepers, and for ensuring that the fees charged in the plan are not excessive.

While the District’s Plan is a “governmental plan” and not subject to the federal Employment Retirement Income Security Act of 1974 (“ERISA”), the California Constitution and California Government Code contains provisions relating to the investment of retirement plan assets and fiduciary duties of persons charged with the administration and investment of certain government plans. District staff, with the help of qualified consultants, has determined that these duties can best be satisfied if the Plan is managed, to the extent possible, in accordance with ERISA Fiduciary Rules and best practices.

Given the lack of visibility that the Board of Trustees has on the oversight of this Plan, it would be considered a Best Practice for the Board to delegate its fiduciary and oversight responsibilities. The District’s practice since 2016 is to have an Investment Committee overseeing these activities. While this has been the practice, the Board has not yet delegated its responsibilities to the Committee. This resolution would make that delegation official by authorizing the Investment Committee and establishing a Committee Charter.

The District has also delegated its investment selection and management responsibilities, through a service contract, to Genovese Burford & Brothers Wealth and Retirement Plan Management LLC (“GB&B”). The delegation of these responsibilities to a qualified investment manager or management company is a recognized best practice. Under an agreement, specific fiduciary and other responsibilities have been assumed by GB&B as if the Plan were governed by Section 3(38)

of ERISA. The recommended resolution authorizes this type of delegation and recognizes GB&B's fiduciary responsibility to the Plan and its participants.

RECOMMENDATION

Adopt the resolution delegating fiduciary responsibility for the Vallejo Flood and Wastewater District Deferred Compensation Plan to an Investment Committee and Investment Advisor, as submitted.

ALTERNATIVES CONSIDERED

None

ENVIRONMENTAL REVIEW

This is not a project under CEQA and no environmental review is required.

FISCAL IMPACT

None

PROPOSED ACTION

Adopt the resolution delegating fiduciary responsibility for the Vallejo Flood and Wastewater District Deferred Compensation Plan to an Investment Committee and Investment Advisor

DOCUMENTS ATTACHED

- A. Resolution
- B. Attachment A - Investment Committee Charter
- C. Attachment B - GB&B Agreement

CONTACT PERSON

Jeff Tucker, Director of Finance/Treasurer, (707) 652-7802

RESOLUTION NUMBER 2020 -

A RESOLUTION DELEGATING FIDUCIARY RESPONSIBILITY FOR VALLEJO FLOOD AND WASTEWATER DISTRICT DEFERRED COMPENSATION PLAN TO INVESTMENT COMMITTEE AND INVESTMENT ADVISOR

BE IT RESOLVED, by the Board of Trustees of the Vallejo Flood and Wastewater District of Solano County, California (the "District") as follows:

WHEREAS, the District maintains the Vallejo Flood and Wastewater District Deferred Compensation Plan (the "Plan"); and

WHEREAS, the Board of Trustees has the authority to administer the Plan; and

WHEREAS, the Board of Trustees has the authority to delegate fiduciary, recordkeeping and administrative duties.

IT IS, THEREFORE, RESOLVED by the Board of Trustees of the Vallejo Flood and Wastewater District that the Board of Trustees hereby adopts an Investment Committee Charter ("Attachment A") identifying duties and responsibilities of the Fiduciary Investment Committee, with membership as identified in the Investment Committee Charter.

BE IT FURTHER RESOLVED by the Board of Trustees of the Vallejo Flood and Wastewater District that the Board of Trustees hereby delegates specific fiduciary, recordkeeping and administrative duties to the Fiduciary Investment Committee pursuant to the Investment Committee Charter.

BE IT FURTHER RESOLVED by the Board of Trustees of the Vallejo Flood and Wastewater District that the Board of Trustees hereby authorizes the Plan Administrator and/or Fiduciary Investment Committee to delegate through contracted services the recordkeeping, investment management and administrative responsibilities, and associated fiduciary duties, under the Plan.

BE IT FURTHER RESOLVED by the Board of Trustees of the Vallejo Flood and Wastewater District that the Board of Trustees hereby authorized, recognizes and approves the delegation of fiduciary services and investment management services to Genovese Burford & Brothers Wealth and Retirement Plan Management, LLC ("GB&B"), in accordance with the agreement between the District and GB&B dated April 1, 2020 ("Attachment B"), and as amended thereafter.

BE IT FURTHER RESOLVED by the Board of Trustees of the Vallejo Flood and Wastewater District that the Board of Trustees hereby authorize and direct the Plan Administrator and Fiduciary Investment Committee to do all acts, to execute, acknowledge, and deliver all instruments and documents, and to expend all sums necessary or appropriate to carry out the intent of the foregoing recitals and resolutions.

ADOPTED by the Board of Trustees of the Vallejo Flood and Wastewater District on the 13th day of October, 2020 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

WITNESS my hand and the Seal of said District this 13th day of October, 2020.

Investment Committee Charter

Vallejo Flood and Wastewater District Deferred Compensation Plan
October 13, 2020

1. The Fiduciary Investment Committee shall be composed of individuals appointed by the Plan Administrator of Vallejo Flood and Wastewater District Deferred Compensation Plan. Members of the Fiduciary Investment Committee shall serve until their resignation, death or removal by the Plan Administrator. In addition, a member shall be removed from the Committee, without further action by the Plan Administrator, if the member's affiliation with Vallejo Flood and Wastewater District Deferred Compensation Plan is terminated.
2. The Fiduciary Investment Committee shall act pursuant to authority delegated by the Board of Trustees of the Plan Sponsor (the "Board"), subject at all times to the right of the Board to withdraw such delegation and undertake the responsibilities previously delegated to the Fiduciary Investment Committee directly. Such delegations are valid only to the extent permitted by, and provided for in, the Plan.
3. The main purpose of the Fiduciary Investment Committee is to act pursuant to delegated authority by the Board to satisfy the obligations of the Board under state and federal law, as amended, as follows:
 - a. Establishing and maintaining the Investment Policy statement;
 - b. Selecting and monitoring the performance of investment managers and plan recordkeepers;
 - c. Periodically evaluating the Plan's investment performance; and
 - d. Providing Plan participant investment education and communication.
4. The Fiduciary Investment Committee shall follow all the policies and procedures set forth in the Investment Policy statement (the "Investment Policies") of the Plan, as from time to time may be amended by the Fiduciary Investment Committee subject to approval by the Board. In case of any conflict between the terms of this Charter and the terms of the Investment Policies, the terms of the Investment Policies shall take precedence over the terms of this Charter and shall govern the activities of the Fiduciary Investment Committee.
5. The Fiduciary Investment Committee may delegate through contracted services the recordkeeping, investment management and administrative responsibilities, and associated fiduciary duties, under the Plan.
6. The Fiduciary Investment Committee shall consist of no less than five members as the Plan Administrator may from time to time designate.
7. At any time that the Fiduciary Investment Committee is required to act pursuant to the Investment Policies, the chair or its designee shall convene a meeting of the Fiduciary Investment Committee.
8. Three members of the Fiduciary Investment Committee shall constitute a quorum for any action to be taken by the Fiduciary Investment Committee at a meeting. A majority of the members participating in the meeting may take any action or make any determination at a

meeting of the Fiduciary Investment Committee; provided, however, that all three the members participating in the meeting must agree to take any action or make any determination in the case of a meeting consisting of only three members. Members of the Fiduciary Investment Committee may participate in a meeting of such Committee by means of a conference telephone or similar communications equipment by means of which all persons participating in the meeting can hear each other at the same time and participation by such means shall constitute presence in person at a meeting.

9. The Fiduciary Investment Committee shall provide information to the Plan's Service Provider to assist the Plan's Service Provider in preparing all necessary documents.
10. The Fiduciary Investment Committee shall have the resources and authority appropriate to discharge its responsibilities, including the authority to consult counsel to the Plan and other experts or consultants at the expense of the Plan.
11. This Charter may be amended by action of a majority of the members of the Fiduciary Investment Committee at a meeting or by the Board; providing that, if amended by the Fiduciary Investment Committee, the Fiduciary Investment Committee shall present such Charter, as amended, to the Board at its next regularly scheduled meeting.

Fiduciary Investment Committee Duties:

- Confirm that all Plan operations, administrative and otherwise, are being carried out as prescribed by the Plan.
- Retain documents consistent with current regulations.
- Maintain reports from service providers associated with the Plan (Investment Advisor/consultant, recordkeeper, custodian/corporate trustee, actuary, legal counsel).
- Adopt any necessary amendments or restatements to the Plan Document.
- Review results of compliance testing annually and document any resulting recommendations and activities.
- Review general plan provisions as needed and implement appropriate changes (with Board Approval).
- Review applicable legislative updates and significant pending legislation.
- Coordinate and document all participant education/communications activities.
- Review, confirm and document competitiveness of plan expenses and services for each plan vendor.
- Provide for Committee fiduciary training as necessary.
- Review and confirm maintenance of all fiduciary practice standards.

Investment Committee Charter Executed: _____ (Date)

(Name)	(Signature)	(Name)	(Signature)
(Name)	(Signature)	(Name)	(Signature)
(Name)	(Signature)	(Name)	(Signature)
(Name)	(Signature)	(Name)	(Signature)

**GENOVESE BURFORD & BROTHERS WEALTH AND RETIREMENT PLAN
MANAGEMENT, LLC.
INVESTMENT MANAGEMENT AGREEMENT**

Plan Sponsor and Employer: Vallejo Flood and Wastewater District
450 Ryder Street
Vallejo, CA 94590

Plan: Vallejo Flood and Wastewater District Deferred
Compensation Plan

Plan Administrator: Melissa Morton, District Manager

Investment Adviser: Genovese Burford & Brothers Wealth and
Retirement Plan Management, LLC.
740 University Ave
Sacramento, CA 95825

Effective Date: April 1st, 2020 ("Effective Date")

The Employer and the Plan Administrator (collectively, the "**Client**") engage the Investment Adviser ("Adviser") to provide the services described in this Agreement ("**Agreement**") (each a "**Party**" and collectively the "**Parties**").

Recitals

- A. Fiduciary Authority. The Plan is a participant-directed plan and Client has the authority to designate investment alternatives under the Plan and the related trust (or trust equivalents), and to enter into this Agreement with Adviser to assist in these and related duties.
- B. Non-ERISA Status. The Plan is a "governmental plan" as defined in section 3(32) of the Employee Retirement Income Security Act of 1974, as amended ("**ERISA**"), and, as such, is not subject to Title I of ERISA.
- C. State Law Fiduciary Standards. While the Plan and its fiduciaries are not directly subject to the fiduciary rules and standards of ERISA ("**ERISA Fiduciary Rules**"), the California Constitution and California Government Code contain provisions relating to the investment of retirement plan assets and fiduciary duties of persons charged with the administration and investment of certain governmental plans, such as the Plan. The Parties believe that their fiduciary duties under California state law can best be satisfied if they manage the administration and investment of the Plan, to the extent possible, in accordance with the ERISA Fiduciary Rules.

- D. Plan Sponsor Investment Platform. Client is currently using an investment platform for providing the various investments and participant-level recordkeeping services to the Plan ("**Investment Platform**"). Client understands that its Investment Platform may limit and affect the Adviser's ability to select and monitor the investment menu provided under the Plan. Adviser agrees to immediately notify Client in writing if Client's Investment Platform is limiting and affecting Adviser's ability to select and monitor the investment menu provided under the Plan.

Operative Provisions

1. Contractual Agreement to Apply ERISA Fiduciary Rules. The Parties understand and agree that, to the extent specified in this Agreement, the services provided under this Agreement by the Adviser shall be provided as if the specified provisions of ERISA applied to the Plan ("**Services**, later defined").
2. Services. Adviser agrees to provide the following services (collectively, "**Services**") to Client, the Plan and the Plan participants ("**Participants**"):
 - (a) **Fiduciary Services**: Adviser will perform the "Fiduciary Services" described in the attached **Appendix A** and incorporated by reference.
 - (b) **Non-Fiduciary Services**: Adviser will perform the "Non-Fiduciary Services" described in the attached **Appendix B** and incorporated by reference.
 - (c) Client acknowledges that Adviser has no responsibility to provide any services related to the following types of assets: real estate (except for real estate funds and publicly traded REITs); life insurance, stock brokerage accounts or mutual fund windows; Participant loans; non-publicly traded partnership interests; other non-publicly traded securities or property (other than collective trusts and similar vehicles); or other hard-to-value or illiquid securities or property (collectively, "**Excluded Assets**"). "**Included Assets**" shall include all Plan assets less Excluded Assets and shall be determined on the market value of such assets as reported by the custodian or record keeper. Fees shall be calculated based only on Included Assets as set forth in the attached **Appendix C** and incorporated herein by reference. All references in this Agreement to the Plan assets shall be construed as a reference to the Included Assets.
 - (d) In performing the Fiduciary Services, Adviser is acting as (i) a fiduciary of the Plan under ERISA for the purposes of providing Services under this Agreement, (ii) an "Investment Manager" under ERISA §3(38) for the purposes of providing Services under this Agreement and (iii) a registered investment adviser under the Investment Advisers Act of 1940.
 - (e) In performing the Non-Fiduciary Services, Adviser is not acting as a fiduciary of the Plan as defined in ERISA.
3. Fees.

- (a) The compensation of the Adviser for its Services is described as "**Fees**" in **Appendix C**.
- (b) The Plan is obligated to pay the Fees described in Appendix C. However, the Plan Sponsor, at its option, may choose to pay the Fees.
- (c) Unless as set forth in Appendix C, neither Adviser nor any affiliate of Adviser shall receive any other compensation, direct or indirect, for its Services under this Agreement. If Adviser receives any other compensation for such services, Adviser will (i) offset that compensation against its stated Fees, and (ii) will immediately disclose in writing to Client the amount of such compensation, the services rendered for such compensation, the payer of such compensation and a description of Adviser's arrangement with the payer. Adviser agrees to make best efforts to prevent its affiliates from receiving any other compensation, direct or indirect, for Services under this Agreement.

4. Client Acknowledgements. Client acknowledges that:

- (a) As of the Adviser Responsibility Date, it has granted to Adviser the authority to implement Adviser's investment decisions in accordance with this Agreement, including without limitation ERISA Fiduciary Rules, and Client's Investment Policy Statement as set forth in Appendix A ("**Authority**"), without Client's prior approval of each specific transaction. In carrying out this Authority, Client acknowledges that Adviser is authorized to buy, sell, exchange, convert, and otherwise trade in any securities and place orders for the execution of such transactions with or through such brokers, dealers or issuers as Adviser may select for the Plan.
- (b) In performing both Non-Fiduciary Services and Fiduciary Services, Adviser does not act as, nor has Adviser agreed to assume the duties of, a trustee or the Plan Administrator, as defined in ERISA, and Adviser has no discretion to interpret the Plan documents, to determine eligibility or participation under the Plan, or to take any action with respect to the management, administration or other aspect of the Plan except as specifically described in Appendix A.
- (c) Adviser has no discretion or responsibility to interpret the Plan documents, determine eligibility or participation under the Plan, or to take any other action with respect to the management, administration or any other aspect of the Plan.
- (d) The execution of this Agreement and Client's obligations under this Agreement are within the scope of the investment authority authorized by the Plan's governing documents.
- (e) Adviser does not provide legal or tax advice.

- (f) Plan investments are subject to various market, political, currency, economic, business and other risks, and may not always be profitable; and further that Adviser does not and cannot guarantee financial or investment results.
- (g) Adviser (i) may perform other services for other clients, (ii) may charge a different fee for other clients, and (iii) may give advice and take action that is different for each client even where retirement plans are similar. Nothing in this Agreement shall limit or restrict the Adviser or any of its directors, officers, affiliates or employees from buying, selling or trading in any securities or other assets for its or their own account or accounts, and the Client acknowledges that the Adviser, its directors, officers, affiliates and employees, and other clients of the Adviser, may at any time acquire, increase, decrease or dispose of portions of investment which are at the same time being acquired held or disposed of for the Plan.
- (h) Adviser may, by reason of performing services for other clients, acquire confidential information. Client acknowledges and agrees that Adviser is unable to divulge to the Client or any other party, or to act upon, any such confidential information with respect to the confidential information of other clients.
- (i) Adviser is entitled to reasonably rely upon all information provided to Adviser, whether financial or otherwise, from reputable third parties or by Client, Client's representatives or third-party service providers to Client, or the Plan without independent verification. Client agrees to promptly notify Adviser in writing of any material change in the financial and other information provided to Adviser that materially affects the Plan and the Adviser's ability to provide material Services to the Plan. Client agrees to promptly provide any such additional information as may be reasonably requested by Adviser for Adviser to perform its Services to the Plan. Client agrees to indemnify Adviser for any reasonable losses, claims or damages, including reasonable legal fees, which may be incurred by Adviser as a result of its reliance upon Client willfully or intentionally providing Adviser inaccurate information and such reliance results in reasonable damages to Adviser.
- (j) The voting of proxies relating to the Plans' investments is a fiduciary duty. However, with the advice of the Adviser, the Client may reasonably and prudently determine that the cost of voting (including the cost of research, if necessary to determine how to vote) is likely to exceed the expected economic benefits of voting. In such case, the Client will refrain from voting.
- (k) Client is the "responsible plan fiduciary" for the selection and monitoring of service providers for the Plan, in accordance with the requirements of ERISA. Adviser is entitled to rely upon this statement until notified in writing to the contrary.

- (l) The execution of this Agreement and the performance thereof is within the scope of authority authorized by the governing instrument of the Plan and applicable laws. The signatory on behalf of Client represents that (i) the execution of the Agreement is authorized, (ii) the signatory has authority to execute the Agreement on behalf of the Plan, and (iii) it will provide supporting documentation as to its authority as may be reasonably required by Adviser.
- (m) Client has received Adviser's Disclosure Brochure and any applicable Brochure Supplements as set forth in Form ADV Parts 2A and 2B. Client has received a copy of Adviser's Privacy Notice.
- (n) Upon prior written request, Client shall deliver to Adviser copies of the Plan Document including any and all amendments thereto, and shall provide Adviser with copies of any subsequent amendments or restatements of these documents, and the Summary Plan Description.
- (o) The Parties shall agree to the payment of Fees as set forth in Appendix C, which may be modified at any time with the prior written approval of the Parties.
- (p) Adviser does not have custody of the Plan's assets., Except as set forth in this Agreement, Adviser shall not be liable for any harm to Plan assets resulting from the insolvency of the custodian or any acts of the agents or employees of the custodian regardless of whether the full amount of such loss is covered by SIPC or any other insurance which may be carried by the custodian. The Client understands that SIPC provides only limited protections for the loss of property held by a broker-dealer.
- (q) Adviser shall not be responsible for the investment decisions made by Plan participants. Each participant is responsible for making the investment decisions for his/her own retirement account.

5. Representations of Adviser.

- (a) Adviser agrees to perform the Services in this Agreement in accordance with ERISA Fiduciary Rules. Adviser further agrees to perform "investment duties" as defined under ERISA and described in Appendix A in accordance with the prudent man rule set forth in ERISA Section 404(a)(1)(B) and applicable California state law.
- (b) Adviser will disclose, to the extent required by ERISA Regulation Section 2550.408b-2(c) as though ERISA applies to the Plan, to Client in writing any change to the information in this Agreement required to be disclosed by Adviser under ERISA Regulation Section 2550.408b-2(c)(1)(iv)(A) through (D), and (G) as soon as practicable, but no later than sixty (60) days from

the date on which Adviser is informed of the change (unless such disclosure is precluded due to extraordinary circumstances beyond Adviser's control, in which case the information will be disclosed as soon as practicable).

- (c) In accordance with ERISA Regulation Section 2550.408b-2(c)(1)(vi) as though ERISA applies to the Plan, upon the written request of the responsible plan fiduciary or Client. Adviser will disclose in writing to the Client all information related to this Agreement and any compensation or fees received in connection with this Agreement that is required for the Plan to comply with the reporting and disclosure requirements of Title I of ERISA and the regulations, forms and schedules issued thereunder. Such disclosure shall be made reasonably in advance of the date upon which the Client or Plan Administrator states that it must comply with the reporting and disclosure requirement (unless such disclosure is precluded due to extraordinary circumstances beyond Adviser's control, in which case the information will be disclosed as soon as practicable); provided that the Client or Plan Administrator provides the written request to Adviser reasonably in advance of the date upon which the Client or Plan Administrator must comply with the reporting and disclosure requirement and any failure to do so shall be deemed to be an extraordinary circumstance beyond Adviser's control.
 - (d) If Adviser makes an unintentional error or omission in disclosing the information required under ERISA Regulation Section 2550.408b-2(c)(1)(iv), a change to such information as described in part (i) hereof and disclosed pursuant to ERISA Regulation Section 2550.408b-2(c)(1)(v)(B), or information required under ERISA Regulation Section 2550.408b-2(c)(1)(vi), as though ERISA applies to the Plan, Adviser will disclose to Client and Plan Administrator in writing the corrected information as soon as practicable, but no later than thirty (30) days from the date on which Adviser learns of such error or omission.
 - (e) Adviser agrees not to solicit Plan Sponsor employees or Participants without the Client's prior written consent. The foregoing does not prevent the Adviser from providing separate financial services to Participants of the Plan Sponsor that have requested for such services from Adviser.
6. Confidentiality. Adviser agrees that all Participant and Plan information in connection with this Agreement will be treated as confidential ("**Confidential Information**"), including without limitation any and all information relating to Included Assets and any and all information provided to Adviser by Participants. Adviser shall not disclose Confidential Information to third parties unless such disclosure is required by law, is necessary for the provision of services under this Agreement, or Client authorizes in writing that such Confidential Information may be disclosed. This Section 6 shall survive any termination of this Agreement.

7. Receipt of Disclosure. Client acknowledges receipt of (i) this Agreement, which contains the disclosures required by ERISA Regulation Section 2550.408b-2(c), including the disclosure as to Adviser's status as a fiduciary and a registered investment adviser under the Advisers Act, and (ii) Adviser's Form ADV Part 2A reasonably in advance of entering into this Agreement. Client agrees to review and consider the disclosures made by Adviser (including in this Agreement and the Form ADV Part 2A), in particular the portions related to services, compensation, and potential conflicts of interest, as well as the remainder of the disclosures concerning, among other matters, background information such as educational and business history, business practices such as the types of advisory services provided, the methods of securities analysis used, and the like.
8. Termination. Either Party may terminate this Agreement upon sixty (60) days prior written notice to the other Party. Such termination will not, however, affect the liabilities or obligations of the Parties arising from transactions initiated prior to such termination, and such liabilities and obligations and Sections 5(c)-(e), 6, 7, and 9(a), 9(c)-(h) and (j) shall survive any expiration or termination of this Agreement. Except as set forth in this Agreement, upon the effective date of termination ("**Termination Date**"), Adviser will have no further obligation under this Agreement to act or advise Client with respect to Services under this Agreement.
9. Miscellaneous.
 - (a) Notices. Any and all notices required or permitted under this Agreement shall be in writing and shall be sufficient in all respects if (i) delivered personally, (ii) mailed by registered or certified mail, return receipt requested and postage prepaid to the addresses set forth below, (iii) sent via a nationally recognized overnight courier service to the address set forth below, or such other address as any Party shall have designed by notice in writing to the other Party, or (iv) as otherwise mutually agreed by the Parties. In addition, Client expressly agrees to accept electronic communication of any notice, advice, or report in lieu of a printed copy, including applicable disclosure documents and disclosures required under ERISA Section 408(b)(2) at the email address listed below or such other email address as Client may designate in writing to Adviser. Client may revoke this consent at any time by providing notice to Adviser pursuant to this section (b).

To Client:

Melissa Morton, District Manager

Vallejo Flood and Wastewater District

450 Ryder Street

Vallejo, CA 94590

Email Address: mmorton@vallejowastewater.org

To Adviser:

Genovese Burford & Brothers Wealth and Retirement Plan Management, LLC
740 University Ave,
Sacramento, CA 95825

- (b) Assignability. This Agreement is not assignable (within the meaning of the Advisers Act) by either Party hereto without the prior written consent of the other Party.
- (c) Effect. This Agreement shall be binding upon and shall inure to the benefit of the Parties and their respective heirs, successors, survivors, administrators and assigns.
- (d) Entire Understanding and Modification. This Agreement constitutes and contains the entire understanding between the Parties and supersedes all prior oral or written statements dealing with the subject matter herein. This Agreement can be amended or modified by the written consent of the Parties.
- (e) Severability. If any one or more of the provisions of this Agreement shall, for any reason, be illegal or invalid, such illegality or invalidity shall not affect any other provision of this Agreement and this Agreement shall be enforced as if such illegal or invalid provision had not been contained herein.
- (f) Headings. All headings used herein are for ease of reference only and in no way shall be construed as interpreting, decreasing or enlarging the provisions of this Agreement.
- (g) Applicable Law; Forum. The laws of the State of California shall govern this Agreement in all respects, including but not limited to the construction and enforcement thereof, unless preempted by federal law.
- (h) Arbitration Agreement.
 - (i) To the extent permitted by law, any controversy or dispute which may arise between the Client and Adviser concerning any transaction or the construction, performance, or breach of this Agreement shall be settled by arbitration. Any arbitration shall be pursuant to the rules, then applying, of the American Arbitration Association, except to the extent set forth herein. The arbitration panel shall consist of at least three (3) individuals, with at least one (1) panelist having knowledge of Investment Management activities and ERISA Fiduciary Rules. The Parties agree that any arbitration proceeding pursuant to this provision shall be held in San Joaquin County, California under the Commercial Arbitration Rules of the American Arbitration

Association. The award of the arbitrators shall be final and binding on the Parties, and judgment upon the award rendered may be entered in any court, state or federal, having jurisdiction. The Parties acknowledge and understand the following regarding arbitration:

- (A) Arbitration is final and binding on all Parties.
 - (B) The Parties are waiving their right to seek remedies in court, including the right to jury trial, except to the extent such a waiver would violate applicable law.
 - (C) Pre-arbitration discovery is generally more limited than and different from court proceedings.
 - (D) The arbitrators' award is not required to include factual findings or legal reasoning and any Party's right to appeal or to seek modification of rulings by the arbitrators is strictly limited.
 - (E) The panel of arbitrators will typically include a minority of arbitrators who were or are affiliated with the securities industry.
- (ii) The agreement to arbitrate does not entitle any Party to obtain arbitration of claims that would be barred by the relevant statute of limitations if such claims were brought in a court of competent jurisdiction. If at the time a demand for arbitration is made or an election or notice of intention to arbitrate is served, the claims sought to be arbitrated would have been barred by the relevant statute of limitations or other time bar, any Party to this Agreement may assert the limitations as a bar to the arbitration by applying to any court of competent jurisdiction, and Client expressly agrees that any issues relating to the application of a statute of limitations or other time bar, are referable to such a court. The failure to assert such bar by application to a court, however, shall not preclude its assertion before the arbitrators.
- (iii) Client understands that this agreement to arbitrate does not constitute a waiver of the right to seek a judicial forum where such waiver would be void under applicable federal or state securities laws.
- (i) Amendment Process. This Agreement may also be modified, including without limitation the services to be provided by Adviser or the fees charged by Adviser by written consent of both Parties.

- (j) Waiver of Limitation. Nothing in this Agreement shall in any way constitute a waiver or limitation of any rights which Client or Plan or any other party may have under federal or state securities laws.
- (k) Delivery of Services. Services shall be performed by or directed through an Investment Adviser Representative ("IAR"), who is licensed under the Investment Advisers Act of 1940 and applicable state securities law. Adviser reserves the right to replace the IAR.

[Remainder of page left intentionally blank.]

This Agreement constitutes both an agreement between the Parties and a disclosure statement under ERISA Regulation Section 2550.408b-2(c). The Parties have caused this Agreement to be executed by their duly authorized officers. This Agreement shall not be binding on the Parties until accepted by each Party, in writing, as indicated by their signatures below.

Plan Sponsor:

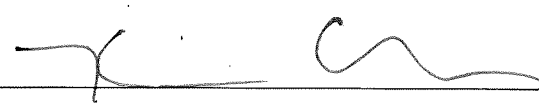
Adviser:

Vallejo Flood and Wastewater

Genovese Burford & Brothers Wealth and
Retirement Plan Management, LLC.

District

By: 

By: 

Print Name: Melissa Morton

Title: Financial Advisor

Title: District Manager

Date: 8/14/20

Date: 4/15/2020

*The Plan Sponsor and the Plan Administrator are signing this Agreement as the fiduciaries responsible for selecting the Plan investments and engaging its service providers.

APPENDIX A

FIDUCIARY SERVICES

The Adviser will perform the following Fiduciary Services and Investment Management Services under ERISA §3(38) as of the Adviser Responsibility Date (collectively "**Fiduciary Services**"):

(i) Develop an investment policy statement (IPS) for Client establishing the investment policies and objectives for the Plan and setting forth the number of general investment options and asset class categories to be offered under the Plan. The investment responsibilities and authority of the Adviser as set forth in the IPS incorporated herein by reference.

(ii) Select and monitor the offering of an agreed upon of the number or investment options from the Investment Platform consistent with ERISA Section 404(c) and the regulations thereunder.

(iii) Provide ongoing and continuous discretionary investment management, including without limitation management of the asset classes and investment alternatives available under the Plan in accordance with the IPS. Under its Authority, Adviser may remove and replace the investment alternatives available under the Plan in its discretion.

(iv) Advise Client as to whether the Plan should have a qualified default investment alternative ("QDIA") for Participants who are automatically enrolled in the Plan or who otherwise fail to make an investment election and type of investment to serve as QDIA (e.g., target date fund, balanced fund or managed account). If Client decides to have QDIA under Plan and decides upon the type of investment that will serve as QDIA, then Adviser will select the investment to serve as the QDIA.

APPENDIX B

NON-FIDUCIARY SERVICES

The Adviser will perform the Non-Fiduciary Services described below. Adviser may provide these services or, alternatively, may arrange for the Plan's other providers to offer these services, as agreed upon between the Parties.

A. Recordkeeping and Investment Platform Evaluation

Assist the Client in analyzing, evaluating and selecting a new recordkeeping and investment platform that will allow the Client to consolidate the Plan onto a single recordkeeping and investment platform.

B. Plan-Level Non-Fiduciary Services

(i) Assist in the group enrollment meetings designed to increase Plan participation among employees and investment and financial understanding by the employees; (ii) Assist the Client in monitoring, selecting, and supervising service vendors and coordinate the transition process if the service vendor is replaced; and (iii) Assist the Client in the transition process upon the Termination Date.

C. Participant-Level Non-Fiduciary Services

Assist in the education of the employees and Participants in the Plan about general investment principles and the investment alternatives available under the Plan without obtaining additional information from the Participants. Client understands that Adviser's assistance in Participant investment education shall be consistent with and within the scope of (d) of Department of Labor Interpretive Bulletin 96-1 (i.e., the definition of investment education). As such, the Adviser agrees not to provide fiduciary advice (as defined in ERISA) to the Participants, unless Participant and Adviser agree to Additional Services.

APPENDIX C:
FEE SCHEDULE

(A) Billing Frequency

Fees are billed on a calendar quarter. Such billing period is the "**Fee Period**." For purposes of determining and calculating Fees, Plan assets are based on Included Assets.

(B) Calculation of Fees.

(1) The Fee shall be calculated based on an annual fee of 30 basis points (or 0.30%) of Included Assets. The billing for a Fee Period shall be calculated based on the following formula:

.0030 divided by 4 (the number of calendar quarters) multiplied by Included Assets.

(2) For the purposes of calculating the Fee for the Fee Period, the following shall apply:

1. The initial fee for Client's first calendar quarter under this Agreement will be the amount, prorated for the number of days remaining in the initial Fee Period from the Effective Date of this Agreement, based upon the market value of the Included Assets on the last business day of the calendar quarter for the initial Fee Period.
2. Thereafter, the Fee will be based upon the market value of the Included Assets on the last business day of the calendar quarter for the Fee Period (without adjustment for anticipated withdrawals by Participants or other anticipated or scheduled transfers or distributions of assets)
3. If this Agreement is terminated prior to the end of a Fee Period, the Fee for that Fee Period shall be prorated for the number of days in the Fee Period prior to the Termination Date
4. All Fees will be due within 45 business days following the last business day of the Fee Period.

(C) Billing Procedure (initial one option below).

 Billing Notice to Client or Custodian. Adviser shall provide a billing invoice to Client at the address set forth in this Agreement within 15 days after the last business day of the billable Fee Period. At this time, Client is choosing to be billed for the Fees under this Agreement. However, Client acknowledges it may request Adviser to automatically deduct Fees from the Plan as set forth below.

 X **Direct Fee Deduction.** Upon the prior written authorization of Client, Adviser may directly deduct Fees from the Plan's assets to be paid directly to Adviser

after 30 days after Client's receipt of the billing invoice. In such an event, a quarterly statement setting forth the Fees deducted from the Plan Assets (as well as identifying the amount of funds and of each security in the account at the end of the Fee Period and setting forth all transactions in the account during that period) shall be provided to the Plan by the custodian. Client is responsible for ensuring that such statement is provided, and that Plan governing documents permit payment of Adviser's fees from Plan assets.

(D) Additional Fees: To the extent Client requests Adviser work on a project or provides services outside the Services under this Agreement, Adviser will provide Client, in writing with Adviser's hourly rate or estimated fees for performing such services. Any additional services or fees shall require Client's prior written approval.



District Manager
Melissa Morton

October 13, 2020
Consent Item 4F

BOARD COMMUNICATION

TO: THE HONORABLE PRESIDENT AND BOARD OF TRUSTEES

FROM: MELISSA MORTON, DISTRICT MANAGER 
JEFF TUCKER, DIRECTOR OF FINANCE/TREASURER
KYLE BROUGHTON, ENGINEERING SUPERVISOR

SUBJECT: ADOPT RESOLUTION APPROVING AMENDMENT TO THE FINAL BUDGET FOR FISCAL YEAR 2020-2021

BACKGROUND AND DISCUSSION

Operating Budget

In response to the Coronavirus pandemic and related COVID-19 disease, public health officials in Solano County acted to limit exposure to the virus through policies of reduced physical interactions in workplaces, restaurants, amusements, travel restrictions, and other areas. These actions, some or a portion of which are still in place, along with the general economic climate in the county, have resulted in the likelihood of reduced revenues in FY 2020-21 compared to what was expected when the budget was adopted in June 2019.

The Fiscal Year 2020-21 anticipated revenue shortfalls are predominantly in the areas of commercial and industrial sewer service charges (which are based on water usage) and reduced interest earnings as yields have fallen significantly.

In spring 2020, six vacant positions were identified as able to be frozen. By freezing the recruitments of these positions, the District is able to save \$949,911 in salary and benefit expenses. The impact of freezing these positions was discussed with the Board on June 9, 2020.

During the next biennial budget development process and associated long-range financial forecasting, it will be determined when these positions can be filled. The action before the Board is to recognize the reduction in FTE associated with freezing these six positions for the current 2020-21 fiscal year.

Capital Budget

The policy of the Board of Trustees is to fund the District's Capital Improvement Program on a pay-as-you-go basis, with limited exceptions. District staff regularly evaluates capital improvement projects in order to address changes to cost estimates, timing, priority level, and for unforeseen capital needs and overages. Because the fiscal year ends on June 30, in the middle of the prime construction season, many projects span over fiscal years. Staff estimates how much will be spent in each fiscal year, but when there is underspending in one year, it is typical that there will be more spending in the following year. When this occurs, it is necessary to do a "carry forward" budget amendment to recognize the underspending in one year and increased spending in the other.

The FY2019-20 CIP budget and actual spending was as follows:

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Sewer	\$ 10,219,202	\$ 7,212,880	\$ 3,006,322
Stormwater	3,740,017	1,861,860	1,878,157
Stormwater Connection Fees	1,572,500	1,046,694	525,806
Upper Lateral	461,000	367,634	93,366
Total	\$15,992,719	\$10,489,068	\$5,503,561

Upon evaluation of status of current capital projects, District staff has determined and is recommending that the following unspent budget appropriation from Fiscal Year 2019-20 be carried forward into FY 2020-21 to allow for the completion of various projects, as follows:

	<u>Carry Forward Amount</u>
Sewer	\$3,006,322
Stormwater	1,572,656
Stormwater Connection Fees	12,500
Upper Lateral	10,500
Total	\$4,601,978

Additional project-level detailed information is attached to this report.

RECOMMENDATION

Consider and approve the resolution to amend the Final Budget for Fiscal Year 2020-21.

ALTERNATIVES CONSIDERED

None.

ENVIRONMENTAL REVIEW

The proposed action is not a project as identified by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

FISCAL IMPACT

The anticipated reductions in revenue from COVID-19 will be offset by temporarily not filling the six vacant positions and reducing the budgeted FTE. Because of these actions it is anticipated that there will be no net impact to the operating funds. The capital budget carry forwards are paid for by underspending in the prior fiscal year, so there is expected to be no net impact to the District's funds by carrying forward capital budget appropriation from prior year.

To the extent that there is less capital budget carry forward than the total underspending of the Fiscal Year 2019-20 capital budget, there will be a net positive financial impact to the funds.

PROPOSED ACTION

Approve the resolution to amend the Final Budget for Fiscal Year 2020-21.

DOCUMENTS ATTACHED

- A. Resolution
- B. Detail of Capital Improvement Project FY2019-20 Budget-to-Actuals
- C. Detail of Capital Improvement Project FY2020-21 Carryforward request
- D. VFWD Budget Amendment Form – FTE positions reduction

CONTACT PERSON

Jeff Tucker, Director of Finance/Treasurer (707) 652-7802

Kyle Broughton, Engineering Supervisor (707) 651-7139

RESOLUTION NUMBER 2020 -

**A RESOLUTION TO AMEND THE FINAL BUDGET
FOR FISCAL YEAR 2020-2021**

BE IT RESOLVED, by the Board of Trustees of the Vallejo Flood and Wastewater District of Solano County, California as follows:

WHEREAS, the Board reviewed and approved the Final Budget for the Fiscal Years 2019-20 and 2020-21 on June 11, 2019; and

WHEREAS, in response to anticipated revenue reductions due to the current Coronavirus pandemic, associated public health measures and resultant recession, it is necessary to freeze six vacant positions through at least the end of Fiscal Year 2020-21 to reduce overall operational spending; and

WHEREAS, the actual spending on the Fiscal Year 2019-20 Capital Budget was less than allowed under the budget, with some projects needing the prior year appropriation to complete the project in Fiscal Year 2020-21; and

WHEREAS, it is the intend of the Board to carry forward some of the underspending in Fiscal Year 2019-20 into Fiscal Year 2020-21 to complete the capital projects.

IT IS, THEREFORE, RESOLVED, by the Board of Trustees of the Vallejo Flood and Wastewater District that the Board approves an amendment to the Final Budget for the Fiscal Year 2020-21 as submitted and as follows:

Sewer Operating Budget (481) – From \$29,744,511 to \$28,920,335 (\$824,176 reduction)
Stormwater Operating Budget (486) – From \$3,425,840 to \$3,330,105 (\$125,735 reduction)
Sewer Capital Budget (481) – From \$9,210,000 to \$12,216,322 (\$3,006,322 increase)
Stormwater Capital Budget (486) – From \$2,114,500 to \$3,687,156 (\$1,572,656 increase)
Stormwater Connection Fee Budget (486) – From \$0 to \$12,500 (\$12,500 increase)
Upper Lateral Capital Budget - \$461,000 to \$471,500 (\$10,500 increase)

BE IT FURTHER RESOLVED, that the District Manager continues to be authorized to make changes to the capital plan in accordance with established policy.

ADOPTED by the Board of Trustees of the Vallejo Flood and Wastewater District on the 13th day of October, 2020 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

WITNESS my hand and the Seal of said District this 13th day of October, 2020.

MJ BROWN
Clerk of the Board

VALLEJO FLOOD AND WASTEWATER DISTRICT
FY2019-20 CAPITAL IMPROVEMENT PROGRAM
BUDGET-TO-ACTUALS

BUDGET FY 19-20							
Department	Project	CIP #	Sewer	Storm	Storm Connection	UL	Total Budget
OPS	MIPS/3W PS/ Secondary Effluent Project	POF016	1,000,000				1,000,000
FIN	Enterprise Resource Planning System	PAB001	315,000	24,500		10,500	350,000
FOPS	FOPS Utility Truck Replacement Schedule	CJE008	279,000	31,000			310,000
FOPS	Yearly Lower Lateral Replacement Project	CWL001	211,200				211,200
ENG	Lower Lateral Rehabilitation Program	CWL003	350,000				350,000
OPS	Secondary Clarifier R&R	PSC006	150,000				150,000
ENG	Collection System Master plan	CWM022	400,000				400,000
OPS	Portable Pumps	PMB002	100,000				100,000
FOPS	New TV/JET Truck	CJE012	360,000	40,000			400,000
FOPS	Alabama Halliday Amador	132816	600,000				600,000
OPS	Secondary: Intermediate Pumping system	PSC002	150,000				150,000
FOPS	Service Call Truck Replacement EQ 231	CJE007	72,000	8,000			80,000
ENG	Force Main Rehabilitation Program	CWF003	70,000	17,500	12,500		100,000
OPS	District Data and Network Infrastructure Rehab	POC002	90,000	10,000			100,000
FOPS	Vacuum Truck Replacement V232	CJE005	450,000	50,000			500,000
ENVIR	Vehicle Replacement Environmental Services	CJE200	56,000	24,000			80,000
ENG	Pump Station Standards	CWP005	55,000				55,000
OPS	Sears Point Pump Station Mechanical Rehab	PMB003	100,000				100,000
ENG	Rollingwood Drive rodding inlets	CWM017	50,350				50,350
OPS	Ryder_Basin_Rehab	PGR003	50,000				50,000
OPS	Secondary Recycle Pumping System Upgrade	PSC003	50,000				50,000
OPS	Polymer System Replacement	PSH003	120,000				120,000
OPS	Emergency Portable Generator	PEE001	300,000				300,000
ENVIR	Tubbs Island Levee Improvement Program	PSH001	100,000				100,000
ENG	Wastewater Treatment Plant Master Plan	PPL001	90,000				90,000
OPS	Switchgear & Transformer Rehab Infrared window	PEE003	89,000				89,000
ENG	Ops and FOPS Bathroom Rehabilitation	PPL003	40,500	4,500			45,000
ENG	Admin. Bldg., Plant Sec., Parking, & Land. Impr.	PAB002	32,000	8,000			40,000
OPS	Electrical Shop New Truck	PJE003	25,000	25,000			50,000
ENG	Mare Island Force Main	CWF001	80,000				80,000
ENVIR	Tubbs Island Access Road Rehabilitation	PSH002	30,000				30,000
OPS	Plant Odor Control Rehabilitation	POC001	20,000				20,000
ENG	Mare Island Way Sewer Rehabilitation Project	CWM018	1,720,000				1,720,000
ENG	Skibbereen Monteith	CDM016	40,000	660,000			700,000
ENG	Vehicle Replacement 225	CJE003	16,000	16,000			32,000
OPS	Headworks Rehabilitation	PHW002	265,352				265,352
OPS	Primary R&R: Civil, Mechanical, Structural	PPR001	111,000				111,000
OPS	Relocate Mechanical/Electrical Shop	PMB001	80,000				80,000

VALLEJO FLOOD AND WASTEWATER DISTRICT
FY2019-20 CAPITAL IMPROVEMENT PROGRAM
BUDGET-TO-ACTUALS

			BUDGET FY 19-20				
Department	Project	CIP #	Sewer	Storm	Storm Connection	UL	Total Budget
OPS	Secondary: Structure	PSC004					
ENVIR	Stormwater Trash Capture Program	CDD001		2,415,817			2,415,817
ENG	Fulton Storm Drain Inlet	CDD007		160,000			160,000
FOPS	Sediment Removal - Austin Creek	CDM002			1,500,000		1,500,000
ENG	Storm Drain Master Plan	CDM003			60,000		60,000
ENVIR	Trash Rack at Avery Greene	CDM004					-
FOPS	Benicia Rd - Trash Racks - Beaver Maintenance	CDM005		180,000			180,000
ENG	Capital Stairs Project	CDM017		40,000			40,000
FOPS	1404 Illinois St Garage	CWH001	40,000				40,000
FOPS	Moorland at Valle Vista	CWM026	1,000				1,000
OPS	Plant Switch Gear Maintenance	PEE002	35,000				35,000
OPS	Plant and Pump Stations Security System Upgrade	PGR002	5,000				5,000
OPS	Emergency Power Generation	PPG001	200,000				200,000
OPS	LNG Control Panel Upgrade	PPG002	-				-
FOPS	1333 North Camino Alto	CWM031	50,000				50,000
FOPS	Indiana Easement	CWM012	35,000				35,000
OPS	Solids Dewatering Equipment Replacement	CLE200					
ENG	Sky Valley 1 SSPS	CWP001	10,000				10,000
ENG	Sky Valley 2- SSPS	CWP002					-
ENG	Regatta SSPS	CWP003					-
ENG	New Bedford SSPS	CWP004					-
SRM	MOLD MITIGATION	PPL002	47,000	2,500		500	50,000
FOPS	Cues Pipe Ranger	CJE022	37,800	4,200			42,000
FOPS	Asphalt Roller	CJE023	40,500	4,500			45,000
ENG	Force Main Bypass	CWF002	2,000				2,000
ENG	Upper Lateral Program	CWL002				450,000	450,000
FOPS	Curtola 600 Block	CWM002	1,000				1,000
ENG	Napa / Louisiana Easement	CWM004	1,000				1,000
FOPS	Jennings at Buss	CWM005	1,000				1,000
ENG	Sereno Drive SS Replacement	CWM016	735,000				735,000
OPS	Asset Management Placeholder	PAM001	-	-			-
OPS	Plant Ground Settlement: Plant	PGR015	-				-
OPS	Plant Facilities and Grounds Rehabilitation	PGR016	120,000				120,000
OPS	Headworks Deck Replacement	PHW001	450,000				450,000
OPS	Service Truck 220 Replacement	PJE001	130,500	14,500			145,000
ENVIR	LIMS Program	PLB002					
ENVIR	Laboratory equipment replacement	PLB003	10,000				10,000
OPS	Equipment Replacement	PMB004	-				-

VALLEJO FLOOD WASTEWATER DISTRICT
FY2019-20 CAPITAL IMPROVEMENT PROGRAM
BUDGET-TO-ACTUALS

			BUDGET FY 19-20				
Department	Project	CIP #	Sewer	Storm	Storm Connection	UL	Total Budget
OPS	Asset Management CMMS Upgrade	PMB005	70,000				70,000
ENG	Carquinez Outfall Inspection	POF001	80,000				80,000
ENVIR	Tubbs Island Farm Buildings	PSH004					-
ENG	Pump Station Rehabilitation	CJP001					
TOTAL			\$ 10,219,202	\$ 3,740,017	\$ 1,572,500	\$ 461,000	\$ 15,992,719
			-	-	-	-	-

VALLEJO FLOOD WASTEWATER DISTRICT
FY2019-20 CAPITAL IMPROVEMENT PROGRAM
BUDGET-TO-ACTUALS

Department	Project	CIP #	ACTUAL EXPENSES FY 19-20				
			Sewer	Storm	Connection	UL	Total Actual
OPS	MIPS/3W PS/ Secondary Effluent Project	POF016	573,481	-		-	573,481
FIN	Enterprise Resource Planning System	PAB001	-	-		-	-
FOPS	FOPS Utility Truck Replacement Schedule	CJE008	12,547	1,394		-	13,941
FOPS	Yearly Lower Lateral Replacement Project	CWL001	-	-		-	-
ENG	Lower Lateral Rehabilitation Program	CWL003	151,651	-		-	151,651
OPS	Secondary Clarifier R&R	PSC006	-	-		-	-
ENG	Collection System Master plan	CWM022	269,609	-		-	269,609
OPS	Portable Pumps	PMB002	-	-		-	-
FOPS	New TV/JET Truck	CJE012	263,018	29,224		-	292,242
FOPS	Alabama Halliday Amador	132816	516,895	-		-	516,895
OPS	Secondary: Intermediate Pumping system	PSC002	72,553	-		-	72,553
FOPS	Service Call Truck Replacement EQ 231	CJE007	-	-		-	-
ENG	Force Main Rehabilitation Program	CWF003	-	-		-	-
OPS	District Data and Network Infrastructure Rehab	POC002	21,201	2,356		-	23,557
FOPS	Vacuum Truck Replacement V232	CJE005	389,085	43,232		-	432,316
ENVIR	Vehicle Replacement Environmental Services	CJE200	-	-		-	-
ENG	Pump Station Standards	CWP005	-	-		-	-
OPS	Sears Point Pump Station Mechanical Rehab	PMB003	45,266	-		-	45,266
ENG	Rollingwood Drive rodding inlets	CWM017	-	-		-	-
OPS	Ryder_Basin_Rehab	PGR003	-	-		-	-
OPS	Secondary Recycle Pumping System Upgrade	PSC003	-	-		-	-
OPS	Polymer System Replacement	PSH003	79,495	-		-	79,495
OPS	Emergency Portable Generator	PEE001	262,484	-		-	262,484
ENVIR	Tubbs Island Levee Improvement Program	PSH001	65,801	-		-	65,801
ENG	Wastewater Treatment Plant Master Plan	PPL001	59,189	-		-	59,189
OPS	Switchgear & Transformer Rehab Infrared window	PEE003	60,245	-		-	60,245
ENG	Ops and FOPS Bathroom Rehabilitation	PPL003	14,814	1,646		-	16,460
ENG	Admin. Bldg., Plant Sec., Parking, & Land. Impr.	PAB002	6,584	1,646		-	8,230
OPS	Electrical Shop New Truck	PJE003	-	-		-	-
ENG	Mare Island Force Main	CWF001	57,192	-		-	57,192
ENVIR	Tubbs Island Access Road Rehabilitation	PSH002	7,538	-		-	7,538
OPS	Plant Odor Control Rehabilitation	POC001	-	-		-	-
ENG	Mare Island Way Sewer Rehabilitation Project	CWM018	1,701,025	-		-	1,701,025
ENG	Skibbereen Monteith	CDM016	22,500	660,114		-	682,614
ENG	Vehicle Replacement 225	CJE003	-	-		-	-
OPS	Headworks Rehabilitation	PHW002	-	-		-	-
OPS	Primary R&R: Civil, Mechanical, Structural	PPR001	112,611	-		-	112,611
OPS	Relocate Mechanical/Electrical Shop	PMB001	61,739	-		-	61,739

VALLEJO FLOOD WASTEWATER DISTRICT
FY2019-20 CAPITAL IMPROVEMENT PROGRAM
BUDGET-TO-ACTUALS

Department	Project	CIP #	ACTUAL EXPENSES FY 19-20				
			Sewer	Storm	Storm Connection	UL	Total Actual
OPS	Secondary: Structure	PSC004	18,715	-		-	18,715
ENVIR	Stormwater Trash Capture Program	CDD001	191	1,022,163		14	1,022,368
ENG	Fulton Storm Drain Inlet	CDD007	-	46,312		-	46,312
FOPS	Sediment Removal - Austin Creek	CDM002	-		1,013,917	-	1,013,917
ENG	Storm Drain Master Plan	CDM003	-		32,777	-	32,777
ENVIR	Trash Rack at Avery Greene	CDM004	-	-		-	-
FOPS	Benicia Rd - Trash Racks - Beaver Maintenance	CDM005	-	-		-	-
ENG	Capital Stairs Project	CDM017	-	33,840		-	33,840
FOPS	1404 Illinois St Garage	CWH001	36,200	-		-	36,200
FOPS	Moorland at Valle Vista	CWM026	800	-		-	800
OPS	Plant Switch Gear Maintenance	PEE002	31,579	-		-	31,579
OPS	Plant and Pump Stations Security System Upgrade	PGR002	3,661	-		-	3,661
OPS	Emergency Power Generation	PPG001	-	-		-	-
OPS	LNG Control Panel Upgrade	PPG002	-	-		-	-
FOPS	1333 North Camino Alto	CWM031	242,481	-		-	242,481
FOPS	Indiana Easement	CWM012	242,531	-		-	242,531
OPS	Solids Dewatering Equipment Replacement	CLE200					
ENG	Sky Valley 1 SSPS	CWP001	30,287	-		-	30,287
ENG	Sky Valley 2- SSPS	CWP002	3,982	-		-	3,982
ENG	Regatta SSPS	CWP003	3,982	-		-	3,982
ENG	New Bedford SSPS	CWP004	3,982	-		-	3,982
SRM	MOLD MITIGATION	PPL002	11,034	587		117	11,738
FOPS	Cues Pipe Ranger	CJE022	36,880	4,098		-	40,978
FOPS	Asphalt Roller	CJE023	39,990	-		-	39,990
ENG	Force Main Bypass	CWF002	988	-		-	988
ENG	Upper Lateral Program	CWL002	-	-		367,503	367,503
FOPS	Curtola 600 Block	CWM002	800	-		-	800
ENG	Napa / Louisiana Easement	CWM004	800	-		-	800
FOPS	Jennings at Buss	CWM005	800	-		-	800
ENG	Sereno Drive SS Replacement	CWM016	732,655	-		-	732,655
OPS	Asset Management Placeholder	PAM001	-	-		-	-
OPS	Plant Ground Settlement: Plant	PGR015	-	-		-	-
OPS	Plant Facilities and Grounds Rehabilitation	PGR016	174,963	-		-	174,963
OPS	Headworks Deck Replacement	PHW001	442,038	-		-	442,038
OPS	Service Truck 220 Replacement	PJE001	137,238	15,249		-	152,487
ENVIR	LIMS Program	PLB002	31,937	-		-	31,937
ENVIR	Laboratory equipment replacement	PLB003	-	-		-	-
OPS	Equipment Replacement	PMB004	-	-		-	-

VALLEJO FLOOD WASTEWATER DISTRICT
FY2019-20 CAPITAL IMPROVEMENT PROGRAM
BUDGET-TO-ACTUALS

Department Project CIP #			ACTUAL EXPENSES FY 19-20				
			Sewer	Storm	Connection	UL	Total Actual
OPS	Asset Management CMMS Upgrade	PMB005	67,938	-		-	67,938
ENG	Carquinez Outfall Inspection	POF001	68,928	-		-	68,928
ENVIR	Tubbs Island Farm Buildings	PSH004	20,980				20,980
ENG	Pump Station Rehabilitation	CJP001					
TOTAL			\$ 7,212,880	\$ 1,861,860	\$ 1,046,694	\$ 367,634	\$ 10,489,068
			-	-	-	-	-

VALLEJO FLOOD WASTEWATER DISTRICT
FY2019-20 CAPITAL IMPROVEMENT PROGRAM
BUDGET-TO-ACTUALS

Department	Project	CIP #	REMAINING BALANCE FY 19-20				
			Sewer	Storm	Storm Connection	UL	Remaining Balance
OPS	MIPS/3W PS/ Secondary Effluent Project	POF016	426,519	-	-	-	426,519
FIN	Enterprise Resource Planning System	PAB001	315,000	24,500	-	10,500	350,000
FOPS	FOPS Utility Truck Replacement Schedule	CJE008	266,453	29,606	-	-	296,059
FOPS	Yearly Lower Lateral Replacement Project	CWL001	211,200	-	-	-	211,200
ENG	Lower Lateral Rehabilitation Program	CWL003	198,349	-	-	-	198,349
OPS	Secondary Clarifier R&R	PSC006	150,000	-	-	-	150,000
ENG	Collection System Master plan	CWM022	130,391	-	-	-	130,391
OPS	Portable Pumps	PMB002	100,000	-	-	-	100,000
FOPS	New TV/JET Truck	CJE012	96,982	10,776	-	-	107,758
FOPS	Alabama Halliday Amador	132816	83,105	-	-	-	83,105
OPS	Secondary: Intermediate Pumping system	PSC002	77,447	-	-	-	77,447
FOPS	Service Call Truck Replacement EQ 231	CJE007	72,000	8,000	-	-	80,000
ENG	Force Main Rehabilitation Program	CWF003	70,000	17,500	12,500	-	100,000
OPS	District Data and Network Infrastructure Rehab	POC002	68,799	7,644	-	-	76,443
FOPS	Vacuum Truck Replacement V232	CJE005	60,915	6,768	-	-	67,684
ENVIR	Vehicle Replacement Environmental Services	CJE200	56,000	24,000	-	-	80,000
ENG	Pump Station Standards	CWP005	55,000	-	-	-	55,000
OPS	Sears Point Pump Station Mechanical Rehab	PMB003	54,734	-	-	-	54,734
ENG	Rollingwood Drive rodding inlets	CWM017	50,350	-	-	-	50,350
OPS	Ryder_Basin_Rehab	PGR003	50,000	-	-	-	50,000
OPS	Secondary Recycle Pumping System Upgrade	PSC003	50,000	-	-	-	50,000
OPS	Polymer System Replacement	PSH003	40,505	-	-	-	40,505
OPS	Emergency Portable Generator	PEE001	37,516	-	-	-	37,516
ENVIR	Tubbs Island Levee Improvement Program	PSH001	34,200	-	-	-	34,200
ENG	Wastewater Treatment Plant Master Plan	PPL001	30,811	-	-	-	30,811
OPS	Switchgear & Transformer Rehab Infrared window	PEE003	28,755	-	-	-	28,755
ENG	Ops and FOPS Bathroom Rehabilitation	PPL003	25,686	2,854	-	-	28,540
ENG	Admin. Bldg., Plant Sec.,Parking, & Land. Impr.	PAB002	25,416	6,354	-	-	31,770
OPS	Electrical Shop New Truck	PJE003	25,000	25,000	-	-	50,000
ENG	Mare Island Force Main	CWF001	22,808	-	-	-	22,808
ENVIR	Tubbs Island Access Road Rehabilitation	PSH002	22,463	-	-	-	22,463
OPS	Plant Odor Control Rehabilitation	POC001	20,000	-	-	-	20,000
ENG	Mare Island Way Sewer Rehabilitation Project	CWM018	18,975	-	-	-	18,975
ENG	Skibbereen Monteith	CDM016	17,500	(114)	-	-	17,386
ENG	Vehicle Replacement 225	CJE003	16,000	16,000	-	-	32,000
OPS	Headworks Rehabilitation	PHW002	265,352	-	-	-	265,352
OPS	Primary R&R: Civil, Mechanical, Structural	PPR001	(1,611)	-	-	-	(1,611)
OPS	Relocate Mechanical/Electrical Shop	PMB001	18,261	-	-	-	18,261

VALLEJO FLOOD WASTEWATER DISTRICT
FY2019-20 CAPITAL IMPROVEMENT PROGRAM
BUDGET-TO-ACTUALS

Department	Project	CIP #	REMAINING BALANCE FY 19-20				
			Sewer	Storm	Storm Connection	UL	Remaining Balance
OPS	Secondary: Structure	PSC004	(18,715)	-	-	-	(18,715)
ENVIR	Stormwater Trash Capture Program	CDD001	(191)	1,393,654	-	(14)	1,393,449
ENG	Fulton Storm Drain Inlet	CDD007	-	113,688	-	-	113,688
FOPS	Sediment Removal - Austin Creek	CDM002	-	-	486,083	-	486,083
ENG	Storm Drain Master Plan	CDM003	-	-	27,223	-	27,223
ENVIR	Trash Rack at Avery Greene	CDM004	-	-	-	-	-
FOPS	Benicia Rd - Trash Racks - Beaver Maintenance	CDM005	-	180,000	-	-	180,000
ENG	Capital Stairs Project	CDM017	-	6,160	-	-	6,160
FOPS	1404 Illinois St Garage	CWH001	3,800	-	-	-	3,800
FOPS	Moorland at Valle Vista	CWM026	200	-	-	-	200
OPS	Plant Switch Gear Maintenance	PEE002	3,421	-	-	-	3,421
OPS	Plant and Pump Stations Security System Upgrade	PGR002	1,339	-	-	-	1,339
OPS	Emergency Power Generation	PPG001	200,000	-	-	-	200,000
OPS	LNG Control Panel Upgrade	PPG002	-	-	-	-	-
FOPS	1333 North Camino Alto	CWM031	(192,481)	-	-	-	(192,481)
FOPS	Indiana Easement	CWM012	(207,531)	-	-	-	(207,531)
OPS	Solids Dewatering Equipment Replacement	CLE200					
ENG	Sky Valley 1 SSPS	CWP001	(20,287)	-	-	-	(20,287)
ENG	Sky Valley 2- SSPS	CWP002	(3,982)	-	-	-	(3,982)
ENG	Regatta SSPS	CWP003	(3,982)	-	-	-	(3,982)
ENG	New Bedford SSPS	CWP004	(3,982)	-	-	-	(3,982)
SRM	MOLD MITIGATION	PPL002	35,966	1,913	-	383	38,262
FOPS	Cues Pipe Ranger	CJE022	920	102	-	-	1,022
FOPS	Asphalt Roller	CJE023	510	4,500	-	-	5,010
ENG	Force Main Bypass	CWF002	1,012	-	-	-	1,012
ENG	Upper Lateral Program	CWL002	-	-	-	82,497	82,497
FOPS	Curtola 600 Block	CWM002	200	-	-	-	200
ENG	Napa / Louisiana Easement	CWM004	200	-	-	-	200
FOPS	Jennings at Buss	CWM005	200	-	-	-	200
ENG	Sereno Drive SS Replacement	CWM016	2,345	-	-	-	2,345
OPS	Asset Management Placeholder	PAM001	-	-	-	-	-
OPS	Plant Ground Settlement: Plant	PGR015	-	-	-	-	-
OPS	Plant Facilities and Grounds Rehabilitation	PGR016	(54,963)	-	-	-	(54,963)
OPS	Headworks Deck Replacement	PHW001	7,962	-	-	-	7,962
OPS	Service Truck 220 Replacement	PJE001	(6,738)	(749)	-	-	(7,487)
ENVIR	LIMS Program	PLB002	(31,937)	-	-	-	(31,937)
ENVIR	Laboratory equipment replacement	PLB003	10,000	-	-	-	10,000
OPS	Equipment Replacement	PMB004	-	-	-	-	-

VALLEJO FLOOD WASTEWATER DISTRICT
FY2019-20 CAPITAL IMPROVEMENT PROGRAM
BUDGET-TO-ACTUALS

Department Project CIP #			REMAINING BALANCE FY 19-20				
			Sewer	Storm	Storm Connection	UL	Remaining Balance
OPS	Asset Management CMMS Upgrade	PMB005	2,062	-	-	-	2,062
ENG	Carquinez Outfall Inspection	POF001	11,072	-	-	-	11,072
ENVIR	Tubbs Island Farm Buildings	PSH004	(20,980)	-	-	-	(20,980)
ENG	Pump Station Rehabilitation	CJP001					
TOTAL			\$ 3,006,322	\$ 1,878,157	\$ 525,806	\$ 93,366	\$ 5,503,651
			-	-	-	-	-

VALLEJO FLOOD WASTEWATER DISTRICT
FY2019-20 CAPITAL IMPROVEMENT PROGRAM
BUDGET-TO-ACTUALS

Department	Project	CIP #	CARRYOVER TO FY20-21				
			Sewer	Storm	Storm Connection	UL	Total
OPS	MIPS/3W PS/ Secondary Effluent Project	POF016	426,520	-	-	-	426,520
FIN	Enterprise Resource Planning System	PAB001	315,000	24,500	-	10,500	350,000
FOPS	FOPS Utility Truck Replacement Schedule	CJE008	266,453	29,606	-	-	296,059
FOPS	Yearly Lower Lateral Replacement Project	CWL001	211,200	-	-	-	211,200
ENG	Lower Lateral Rehabilitation Program	CWL003	198,349	-	-	-	198,349
OPS	Secondary Clarifier R&R	PSC006	150,000	-	-	-	150,000
ENG	Collection System Master plan	CWM022	130,391	-	-	-	130,391
OPS	Portable Pumps	PMB002	100,000	-	-	-	100,000
FOPS	New TV/JET Truck	CJE012	96,982	10,776	-	-	107,758
FOPS	Alabama Halliday Amador	132816	80,547	-	-	-	80,547
OPS	Secondary: Intermediate Pumping system	PSC002	77,447	-	-	-	77,447
FOPS	Service Call Truck Replacement EQ 231	CJE007	72,000	8,000	-	-	80,000
ENG	Force Main Rehabilitation Program	CWF003	70,000	17,500	12,500	-	100,000
OPS	District Data and Network Infrastructure Rehab	POC002	68,799	7,644	-	-	76,443
FOPS	Vacuum Truck Replacement V232	CJE005	60,915	6,768	-	-	67,684
ENVIR	Vehicle Replacement Environmental Services	CJE200	56,000	24,000	-	-	80,000
ENG	Pump Station Standards	CWP005	55,000	-	-	-	55,000
OPS	Sears Point Pump Station Mechanical Rehab	PMB003	54,734	-	-	-	54,734
ENG	Rollingwood Drive rodding inlets	CWM017	50,350	-	-	-	50,350
OPS	Ryder_Basin_Rehab	PGR003	50,000	-	-	-	50,000
OPS	Secondary Recycle Pumping System Upgrade	PSC003	50,000	-	-	-	50,000
OPS	Polymer System Replacement	PSH003	40,505	-	-	-	40,505
OPS	Emergency Portable Generator	PEE001	37,516	-	-	-	37,516
ENVIR	Tubbs Island Levee Improvement Program	PSH001	34,200	-	-	-	34,200
ENG	Wastewater Treatment Plant Master Plan	PPL001	30,811	-	-	-	30,811
OPS	Switchgear & Transformer Rehab Infrared window	PEE003	28,755	-	-	-	28,755
ENG	Ops and FOPS Bathroom Rehabilitation	PPL003	25,686	2,854	-	-	28,540
ENG	Admin. Bldg., Plant Sec., Parking, & Land. Impr.	PAB002	25,416	6,354	-	-	31,770
OPS	Electrical Shop New Truck	PJE003	25,000	25,000	-	-	50,000
ENG	Mare Island Force Main	CWF001	22,808	-	-	-	22,808
ENVIR	Tubbs Island Access Road Rehabilitation	PSH002	22,463	-	-	-	22,463
OPS	Plant Odor Control Rehabilitation	POC001	20,000	-	-	-	20,000
ENG	Mare Island Way Sewer Rehabilitation Project	CWM018	18,975	-	-	-	18,975
ENG	Skibbereen Monteith	CDM016	17,500	-	-	-	17,500
ENG	Vehicle Replacement 225	CJE003	16,000	16,000	-	-	32,000
OPS	Headworks Rehabilitation	PHW002	-	-	-	-	-
OPS	Primary R&R: Civil, Mechanical, Structural	PPR001	-	-	-	-	-
OPS	Relocate Mechanical/Electrical Shop	PMB001	-	-	-	-	-

VALLEJO FLOOD WASTEWATER DISTRICT
FY2019-20 CAPITAL IMPROVEMENT PROGRAM
BUDGET-TO-ACTUALS

Department	Project	CIP #	CARRYOVER TO FY20-21				
			Sewer	Storm	Storm Connection	UL	Total
OPS	Secondary: Structure	PSC004	-	-	-	-	-
ENVIR	Stormwater Trash Capture Program	CDD001	-	1,393,654	-	-	1,393,654
ENG	Fulton Storm Drain Inlet	CDD007	-	-	-	-	-
FOPS	Sediment Removal - Austin Creek	CDM002	-	-	-	-	-
ENG	Storm Drain Master Plan	CDM003	-	-	-	-	-
ENVIR	Trash Rack at Avery Greene	CDM004	-	-	-	-	-
FOPS	Benicia Rd - Trash Racks - Beaver Maintenance	CDM005	-	-	-	-	-
ENG	Capital Stairs Project	CDM017	-	-	-	-	-
FOPS	1404 Illinois St Garage	CWH001	-	-	-	-	-
FOPS	Moorland at Valle Vista	CWM026	-	-	-	-	-
OPS	Plant Switch Gear Maintenance	PEE002	-	-	-	-	-
OPS	Plant and Pump Stations Security System Upgrade	PGR002	-	-	-	-	-
OPS	Emergency Power Generation	PPG001	-	-	-	-	-
OPS	LNG Control Panel Upgrade	PPG002	-	-	-	-	-
FOPS	1333 North Camino Alto	CWM031		-	-	-	-
FOPS	Indiana Easement	CWM012		-	-	-	-
OPS	Solids Dewatering Equipment Replacement	CLE200		-	-	-	-
ENG	Sky Valley 1 SSPS	CWP001		-	-	-	-
ENG	Sky Valley 2- SSPS	CWP002		-	-	-	-
ENG	Regatta SSPS	CWP003		-	-	-	-
ENG	New Bedford SSPS	CWP004		-	-	-	-
SRM	MOLD MITIGATION	PPL002		-	-	-	-
FOPS	Cues Pipe Ranger	CJE022		-	-	-	-
FOPS	Asphalt Roller	CJE023		-	-	-	-
ENG	Force Main Bypass	CWF002		-	-	-	-
ENG	Upper Lateral Program	CWL002		-	-	-	-
FOPS	Curtola 600 Block	CWM002		-	-	-	-
ENG	Napa / Louisiana Easement	CWM004		-	-	-	-
FOPS	Jennings at Buss	CWM005		-	-	-	-
ENG	Sereno Drive SS Replacement	CWM016		-	-	-	-
OPS	Asset Management Placeholder	PAM001		-	-	-	-
OPS	Plant Ground Settlement: Plant	PGR015		-	-	-	-
OPS	Plant Facilities and Grounds Rehabilitation	PGR016		-	-	-	-
OPS	Headworks Deck Replacement	PHW001		-	-	-	-
OPS	Service Truck 220 Replacement	PJE001		-	-	-	-
ENVIR	LIMS Program	PLB002		-	-	-	-
ENVIR	Laboratory equipment replacement	PLB003		-	-	-	-
OPS	Equipment Replacement	PMB004		-	-	-	-

VALLEJO FLOOD WASTEWATER DISTRICT
FY2019-20 CAPITAL IMPROVEMENT PROGRAM
BUDGET-TO-ACTUALS

Department Project CIP #			CARRYOVER TO FY20-21				
			Sewer	Storm	Storm Connection	UL	Total
OPS	Asset Management CMMS Upgrade	PMB005		-	-	-	-
ENG	Carquinez Outfall Inspection	POF001		-	-	-	-
ENVIR	Tubbs Island Farm Buildings	PSH004		-	-	-	-
ENG	Pump Station Rehabilitation	CJP001		-	-	-	-
TOTAL			\$ 3,006,322	\$ 1,572,656	\$ 12,500	\$ 10,500	\$ 4,601,978
			-	-	-	-	-

VALLEJO FLOOD AND WASTEWATER DISTRICT
FY2020-21 CAPITAL IMPROVEMENT PROGRAM
BUDGET CARRYOVER REQUEST

			CARRYOVER FROM FY 19-20 TO FY 20-21				
Department	Project Description	CIP #	Sewer	Storm	Storm Connection	UL	Total
OPS	MIPS/3W PS/ Secondary Effluent Project	POF016	426,520	-	-	-	426,520
FIN	Enterprise Resource Planning System	PAB001	315,000	24,500	-	10,500	350,000
FOPS	FOPS Utility Truck Replacement Schedule	CJE008	266,453	29,606	-	-	296,059
FOPS	Yearly Lower Lateral Replacement Project	CWL001	211,200	-	-	-	211,200
ENG	Lower Lateral Rehabilitation Program	CWL003	198,349	-	-	-	198,349
OPS	Secondary Clarifier R&R	PSC006	150,000	-	-	-	150,000
ENG	Collection System Master plan	CWM022	130,391	-	-	-	130,391
OPS	Portable Pumps	PMB002	100,000	-	-	-	100,000
FOPS	New TV/JET Truck	CJE012	96,982	10,776	-	-	107,758
FOPS	Alabama Halliday Amador	132816	80,547	-	-	-	80,547
OPS	Secondary: Intermediate Pumping system	PSC002	77,447	-	-	-	77,447
FOPS	Service Call Truck Replacement EQ 231	CJE007	72,000	8,000	-	-	80,000
ENG	Force Main Rehabilitation Program	CWF003	70,000	17,500	12,500	-	100,000
OPS	District Data and Network Infrastructure Rehab	POC002	68,799	7,644	-	-	76,443
FOPS	Vacuum Truck Replacement V232	CJE005	60,915	6,768	-	-	67,684
ENVIR	Vehicle Replacement Environmental Services	CJE200	56,000	24,000	-	-	80,000
ENG	Pump Station Standards	CWP005	55,000	-	-	-	55,000
OPS	Sears Point Pump Station Mechanical Rehab	PMB003	54,734	-	-	-	54,734
ENG	Rollingwood Drive rodding inlets	CWM017	50,350	-	-	-	50,350
OPS	Ryder_Basin_Rehab	PGR003	50,000	-	-	-	50,000
OPS	Secondary Recycle Pumping System Upgrade	PSC003	50,000	-	-	-	50,000
OPS	Polymer System Replacement	PSH003	40,505	-	-	-	40,505
OPS	Emergency Portable Generator	PEE001	37,516	-	-	-	37,516
ENVIR	Tubbs Island Levee Improvement Program	PSH001	34,200	-	-	-	34,200
ENG	Wastewater Treatment Plant Master Plan	PPL001	30,811	-	-	-	30,811
OPS	Switchgear & Transformer Rehab Infrared window	PEE003	28,755	-	-	-	28,755
ENG	Ops and FOPS Bathroom Rehabilitation	PPL003	25,686	2,854	-	-	28,540
ENG	Admin. Bldg., Plant Sec., Parking, & Land. Impr.	PAB002	25,416	6,354	-	-	31,770
OPS	Electrical Shop New Truck	PJE003	25,000	25,000	-	-	50,000
ENG	Mare Island Force Main	CWF001	22,808	-	-	-	22,808
ENVIR	Tubbs Island Access Road Rehabilitation	PSH002	22,463	-	-	-	22,463
OPS	Plant Odor Control Rehabilitation	POC001	20,000	-	-	-	20,000
ENG	Mare Island Way Sewer Rehabilitation Project	CWM018	18,975	-	-	-	18,975
ENG	Skibbereen Monteith	CDM016	17,500	-	-	-	17,500
ENG	Vehicle Replacement 225	CJE003	16,000	16,000	-	-	32,000
OPS	Headworks Rehabilitation	PHW002	-	-	-	-	-
OPS	Primary R&R: Civil, Mechanical, Structural	PPR001	-	-	-	-	-
OPS	Relocate Mechanical/Electrical Shop	PMB001	-	-	-	-	-
OPS	Secondary: Structure	PSC004	-	-	-	-	-
ENVIR	Stormwater Trash Capture Program	CDD001	-	1,393,654	-	-	1,393,654
FOPS	Sediment Removal - Austin Creek	CDM002	-	-	-	-	-
ENG	Austin Creek Phase 2	CDM008	-	-	-	-	-

VALLEJO FLOOD AND WASTEWATER DISTRICT
FY2020-21 CAPITAL IMPROVEMENT PROGRAM
BUDGET CARRYOVER REQUEST

			CARRYOVER FROM FY 19-20 TO FY 20-21				
Department	Project Description	CIP #	Sewer	Storm	Storm Connection	UL	Total
ENG	Austin Creek Phase 4	CDM010	-	-	-	-	-
OPS	Plant and Pump Stations Security System Upgrade	PGR002	-	-	-	-	-
FOPS	1333 North Camino Alto	CWM031		-	-	-	-
FOPS	Indiana Easement	CWM012		-	-	-	-
OPS	Solids Dewatering Equipment Replacement	CLE200		-	-	-	-
ENG	Sky Valley 1 SSPS	CWP001		-	-	-	-
ENG	Sky Valley 2- SSPS	CWP002		-	-	-	-
ENG	Regatta SSPS	CWP003		-	-	-	-
ENG	New Bedford SSPS	CWP004		-	-	-	-
FOPS	Backhoe Replacements	CJE010		-	-	-	-
FOPS	Replacement of Handy Jet Trailer	CJE014		-	-	-	-
ENVIR	Laboratory remodel	PLB001		-	-	-	-
FOPS	Annette to Irwin	CWM006		-	-	-	-
SRM	MOLD MITIGATION	PPL002		-	-	-	-
ENG	Upper Lateral Program	CWL002		-	-	-	-
ENG	Pump Station Rehabilitation	CJP001		-	-	-	-
TOTAL			\$ 3,006,322	\$ 1,572,656	\$ 12,500	\$ 10,500	\$ 4,601,978
			-	-	-	-	-

VALLEJO FLOOD AND WASTEWATER DISTRICT
FY2020-21 CAPITAL IMPROVEMENT PROGRAM
BUDGET CARRYOVER REQUEST

			ADOPTED BUDGET FY 20-21				
Department	Project Description	CIP #	Sewer	Storm	Storm Connection	UL	Total Budget
OPS	MIPS/3W PS/ Secondary Effluent Project	POF016	1,000,000	-		-	1,000,000
FIN	Enterprise Resource Planning System	PAB001	-	-		-	-
FOPS	FOPS Utility Truck Replacement Schedule	CJE008	153,000	17,000		-	170,000
FOPS	Yearly Lower Lateral Replacement Project	CWL001	330,000	-		-	330,000
ENG	Lower Lateral Rehabilitation Program	CWL003	350,000	-		-	350,000
OPS	Secondary Clarifier R&R	PSC006	-	-		-	-
ENG	Collection System Master plan	CWM022	500,000	-		-	500,000
OPS	Portable Pumps	PMB002	-	-		-	-
FOPS	New TV/JET Truck	CJE012	-	-		-	-
FOPS	Alabama Halliday Amador	132816	-	-		-	-
OPS	Secondary: Intermediate Pumping system	PSC002	-	-		-	-
FOPS	Service Call Truck Replacement EQ 231	CJE007	-	-		-	-
ENG	Force Main Rehabilitation Program	CWF003	-	100,000		-	100,000
OPS	District Data and Network Infrastructure Rehab	POC002	90,000	10,000		-	100,000
FOPS	Vacuum Truck Replacement V232	CJE005	450,000	50,000		-	500,000
ENVIR	Vehicle Replacement Environmental Services	CJE200	-	-		-	-
ENG	Pump Station Standards	CWP005	-	-		-	-
OPS	Sears Point Pump Station Mechanical Rehab	PMB003	150,000	-		-	150,000
ENG	Rollingwood Drive rodding inlets	CWM017	-	-		-	-
OPS	Ryder_Basin_Rehab	PGR003	250,000	-		-	250,000
OPS	Secondary Recycle Pumping System Upgrade	PSC003	100,000	-		-	100,000
OPS	Polymer System Replacement	PSH003	-	-		-	-
OPS	Emergency Portable Generator	PEE001	-	-		-	-
ENVIR	Tubbs Island Levee Improvement Program	PSH001	250,000	-		-	250,000
ENG	Wastewater Treatment Plant Master Plan	PPL001	250,000	-		-	250,000
OPS	Switchgear & Transformer Rehab Infrared window	PEE003	-	-		-	-
ENG	Ops and FOPS Bathroom Rehabilitation	PPL003	-	-		-	-
ENG	Admin. Bldg., Plant Sec.,Parking, & Land. Impr.	PAB002	160,000	40,000		-	200,000
OPS	Electrical Shop New Truck	PJE003	-	-		-	-
ENG	Mare Island Force Main	CWF001	-	-		-	-
ENVIR	Tubbs Island Access Road Rehabilitation	PSH002	500,000	-		-	500,000
OPS	Plant Odor Control Rehabilitation	POC001	-	-		-	-
ENG	Mare Island Way Sewer Rehabilitation Project	CWM018	-	-		-	-
ENG	Skibbreen Monteith	CDM016	-	-		-	-
ENG	Vehicle Replacement 225	CJE003	-	-		-	-
OPS	Headworks Rehabilitation	PHW002	600,000	-		-	600,000
OPS	Primary R&R: Civil, Mechanical, Structural	PPR001	550,000	-		-	550,000
OPS	Relocate Mechanical/Electrical Shop	PMB001	275,000	-		-	275,000
OPS	Secondary: Structure	PSC004	200,000	-		-	200,000
ENVIR	Stormwater Trash Capture Program	CDD001	-	500,000		-	500,000
FOPS	Sediment Removal - Austin Creek	CDM002	-	500,000		-	500,000
ENG	Austin Creek Phase 2	CDM008	-	330,000		-	330,000

VALLEJO FLOOD AND WASTEWATER DISTRICT
FY2020-21 CAPITAL IMPROVEMENT PROGRAM
BUDGET CARRYOVER REQUEST

			ADOPTED BUDGET FY 20-21				
Department	Project Description	CIP #	Sewer	Storm	Storm Connection	UL	Total Budget
ENG	Austin Creek Phase 4	CDM010	-	400,000		-	400,000
OPS	Plant and Pump Stations Security System Upgrade	PGR002	-	25,000		-	25,000
FOPS	1333 North Camino Alto	CWM031	610,000	-		-	610,000
FOPS	Indiana Easement	CWM012	435,000	-		-	435,000
OPS	Solids Dewatering Equipment Replacement	CLE200	400,000	-		-	400,000
ENG	Sky Valley 1 SSPS	CWP001	250,000	-		-	250,000
ENG	Sky Valley 2- SSPS	CWP002	250,000	-		-	250,000
ENG	Regatta SSPS	CWP003	250,000	-		-	250,000
ENG	New Bedford SSPS	CWP004	250,000	-		-	250,000
FOPS	Backhoe Replacements	CJE010	225,000	25,000		-	250,000
FOPS	Replacement of Handy Jet Trailer	CJE014	135,000	15,000		-	150,000
ENVIR	Laboratory remodel	PLB001	100,000	-		-	100,000
FOPS	Annette to Irwin	CWM006	100,000	-		-	100,000
SRM	MOLD MITIGATION	PPL002	47,000	2,500		500	50,000
ENG	Upper Lateral Program	CWL002	-	-		450,000	450,000
ENG	Pump Station Rehabilitation	CJP001	-	100,000		-	100,000
TOTAL			\$ 9,210,000	\$ 2,114,500	\$ -	\$ 450,500	\$ 11,775,000
			-	-	-	-	-

VALLEJO FLOOD AND WASTEWATER DISTRICT
FY2020-21 CAPITAL IMPROVEMENT PROGRAM
BUDGET CARRYOVER REQUEST

AMENDED BUDGET FY 20-21							
Department	Project Description	CIP #	Sewer	Storm	Storm Connection	UL	Total Budget
OPS	MIPS/3W PS/ Secondary Effluent Project	POF016	1,426,520	-	-	-	1,426,520
FIN	Enterprise Resource Planning System	PAB001	315,000	24,500	-	10,500	350,000
FOPS	FOPS Utility Truck Replacement Schedule	CJE008	419,453	46,606	-	-	466,059
FOPS	Yearly Lower Lateral Replacement Project	CWL001	541,200	-	-	-	541,200
ENG	Lower Lateral Rehabilitation Program	CWL003	548,349	-	-	-	548,349
OPS	Secondary Clarifier R&R	PSC006	150,000	-	-	-	150,000
ENG	Collection System Master plan	CWM022	630,391	-	-	-	630,391
OPS	Portable Pumps	PMB002	100,000	-	-	-	100,000
FOPS	New TV/JET Truck	CJE012	96,982	10,776	-	-	107,758
FOPS	Alabama Halliday Amador	132816	80,547	-	-	-	80,547
OPS	Secondary: Intermediate Pumping system	PSC002	77,447	-	-	-	77,447
FOPS	Service Call Truck Replacement EQ 231	CJE007	72,000	8,000	-	-	80,000
ENG	Force Main Rehabilitation Program	CWF003	70,000	117,500	12,500	-	200,000
OPS	District Data and Network Infrastructure Rehab	POC002	158,799	17,644	-	-	176,443
FOPS	Vacuum Truck Replacement V232	CJE005	510,915	56,768	-	-	567,684
ENVIR	Vehicle Replacement Environmental Services	CJE200	56,000	24,000	-	-	80,000
ENG	Pump Station Standards	CWP005	55,000	-	-	-	55,000
OPS	Sears Point Pump Station Mechanical Rehab	PMB003	204,734	-	-	-	204,734
ENG	Rollingwood Drive rodding inlets	CWM017	50,350	-	-	-	50,350
OPS	Ryder_Basin_Rehab	PGR003	300,000	-	-	-	300,000
OPS	Secondary Recycle Pumping System Upgrade	PSC003	150,000	-	-	-	150,000
OPS	Polymer System Replacement	PSH003	40,505	-	-	-	40,505
OPS	Emergency Portable Generator	PEE001	37,516	-	-	-	37,516
ENVIR	Tubbs Island Levee Improvement Program	PSH001	284,200	-	-	-	284,200
ENG	Wastewater Treatment Plant Master Plan	PPL001	280,811	-	-	-	280,811
OPS	Switchgear & Transformer Rehab Infrared window	PEE003	28,755	-	-	-	28,755
ENG	Ops and FOPS Bathroom Rehabilitation	PPL003	25,686	2,854	-	-	28,540
ENG	Admin. Bldg., Plant Sec., Parking, & Land. Impr.	PAB002	185,416	46,354	-	-	231,770
OPS	Electrical Shop New Truck	PJE003	25,000	25,000	-	-	50,000
ENG	Mare Island Force Main	CWF001	22,808	-	-	-	22,808
ENVIR	Tubbs Island Access Road Rehabilitation	PSH002	522,463	-	-	-	522,463
OPS	Plant Odor Control Rehabilitation	POC001	20,000	-	-	-	20,000
ENG	Mare Island Way Sewer Rehabilitation Project	CWM018	18,975	-	-	-	18,975
ENG	Skibbereen Monteith	CDM016	17,500	-	-	-	17,500
ENG	Vehicle Replacement 225	CJE003	16,000	16,000	-	-	32,000
OPS	Headworks Rehabilitation	PHW002	600,000	-	-	-	600,000
OPS	Primary R&R: Civil, Mechanical, Structural	PPR001	550,000	-	-	-	550,000
OPS	Relocate Mechanical/Electrical Shop	PMB001	275,000	-	-	-	275,000
OPS	Secondary: Structure	PSC004	200,000	-	-	-	200,000
ENVIR	Stormwater Trash Capture Program	CDD001	-	1,893,654	-	-	1,893,654
FOPS	Sediment Removal - Austin Creek	CDM002	-	500,000	-	-	500,000
ENG	Austin Creek Phase 2	CDM008	-	330,000	-	-	330,000

VALLEJO FLOOD AND WASTEWATER DISTRICT
FY2020-21 CAPITAL IMPROVEMENT PROGRAM
BUDGET CARRYOVER REQUEST

AMENDED BUDGET FY 20-21							
Department	Project Description	CIP #	Sewer	Storm	Storm Connection	UL	Total Budget
ENG	Austin Creek Phase 4	CDM010	-	400,000	-	-	400,000
OPS	Plant and Pump Stations Security System Upgrade	PGR002	-	25,000	-	-	25,000
FOPS	1333 North Camino Alto	CWM031	610,000	-	-	-	610,000
FOPS	Indiana Easement	CWM012	435,000	-	-	-	435,000
OPS	Solids Dewatering Equipment Replacement	CLE200	400,000	-	-	-	400,000
ENG	Sky Valley 1 SSPS	CWP001	250,000	-	-	-	250,000
ENG	Sky Valley 2- SSPS	CWP002	250,000	-	-	-	250,000
ENG	Regatta SSPS	CWP003	250,000	-	-	-	250,000
ENG	New Bedford SSPS	CWP004	250,000	-	-	-	250,000
FOPS	Backhoe Replacements	CJE010	225,000	25,000	-	-	250,000
FOPS	Replacement of Handy Jet Trailer	CJE014	135,000	15,000	-	-	150,000
ENVIR	Laboratory remodel	PLB001	100,000	-	-	-	100,000
FOPS	Annette to Irwin	CWM006	100,000	-	-	-	100,000
SRM	MOLD MITIGATION	PPL002	47,000	2,500	-	500	50,000
ENG	Upper Lateral Program	CWL002	-	-	-	450,000	450,000
ENG	Pump Station Rehabilitation	CJP001	-	100,000	-	-	100,000
TOTAL			\$ 12,216,322	\$ 3,687,156	\$ 12,500	\$ 461,000	\$ 16,376,978
			-	-	-	-	-

VFWD - BUDGET ADJUSTMENT FORM

FY2020-2021

Department District-wide	Division FOPS/Fac Maint/Elec-IT	Budget Revision Number <u>(completed by Finance)</u> #BAF21-03 Prd: <u>1</u> Group No. _____	Date Received in Finance: 8/28/2020
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Type of Transaction		Reason for Request:
☐ Revenue Estimate ☐ Estimate Increase ☐ Estimate Decrease ☐ Source ☐ From Existing Budget ☒ Budget Amendment ☐ From Donations, Fees or Grants ☐ From Reserves	☒ Expense Specified Programs: ☒ Personnel ☐ Operations ☐ Capital Type: ☐ Intra-Departmental Transfer <u>(within a department)</u> ☐ Inter-Departmental Transfer <u>(between departments)</u>	Eliminate 6-vacant positions to address projected impacts of COVID-19 estimated revenue shortfalls, as presented to the Board of Trustees at the 6/16/2020 meeting.

NOTE: Please round amounts to the nearest dollar (no cents).

						Amount	
	Account Description	Fund xxx	Dept / Division xxxx - xxx	Element / Object xx - xx	Project Number xxxxxx	Increase	Decrease
1	FOPS Salary/Benefits (4 positions)	481	3105-442	xx - xx			578,209
		486	3105-442	xx - xx			64,245
2	Fac Maint Salary/Benefits (1 position)	481	3109-442	xx - xx			118,050
		486	3109-442	xx - xx			29,512
3	Elec-IT Salary/Benefits (1 position)	481	3110-442	xx - xx			127,917
		486	3110-442	xx - xx			31,978
	(account details attached)						
			Fund Impact (481)		\$ 824,176		
			Fund Impact (486)		\$ 125,735		
	Total					-	949,911
						Net, Increase (Decrease)	\$ (949,911)

Signatures:		Recommendation:
1. <u>Jeff Tucker</u> <u>8/28/20</u> Requested by Date 2. <u>Jeff Tucker</u> <u>8/28/20</u> Department Head Date	☒ Approved ☐ Disapproved ☐ Not Required Reason for Disapproval:	<u>[Signature]</u> <u>9/4/2020</u> Authorized Signature Date District Manager Title
☒ Yes ☐ No The above information has been reviewed, is complete and accurate, and the appropriations and/or unappropriated funds are adequate to support the request. <u>[Signature]</u> <u>9/3/20</u> Finance Date	Signature Authorization: Authorized Signers are District Manager and Finance Director. Board of Trustee Action: ☐ Approved ☐ Disapproved ☐ Not Required	

FY 2021
Frozen Positions

Year 2														
	Base Pay	Overtime	Acting Pay	Standby Pay	Medicare Benefit	PERS Survivor	PERS ER Contrib	Health Insurance	Dental Insurance	EAP Benefit	Vision Plan	Life, AD&D & Indem	Unempl-oyment	Position Total
	0101	0201	0302	0303	0501	0502	0502	0504	0505	0507	0509	0511	0514	
3105 FIELD OPERATIONS														
Collection Sys Supervisor	105,507.97	2,041.00	765.00	2,551.00	1,529.87	42.00	39,329.15	20,130.61	2,007.26	61.32	538.82	237.11	500.00	175,241.12
Collection Sys Tech/Eq Oper	95,916.58	1,855.00	696.00	2,319.00	1,390.79	42.00	7,234.99	26,169.79	2,007.26	61.32	538.82	237.11	500.00	138,968.67
Collection Sys Tech I / II	93,576.78	1,810.00	679.00	2,262.00	1,356.86	42.00	34,881.68	26,169.79	2,007.26	61.32	538.82	237.11	500.00	164,122.63
Collection Sys Tech I / II	93,576.78	1,810.00	679.00	2,262.00	1,356.86	42.00	34,881.68	26,169.79	2,007.26	61.32	538.82	237.11	500.00	164,122.63
	388,578.12	7,516.00	2,819.00	9,394.00	5,634.38	168.00	116,327.50	98,639.98	8,029.06	245.28	2,155.30	948.43	2,000.00	642,455.05
3109 FACILITIES MAINTENANCE														
Maint Mech II	105,690.19	2,044.00	767.00		1,532.51	42.00	7,972.21	26,169.79	2,007.26	61.32	538.82	237.11	500.00	147,562.22
3110 ELECTRICAL / IT														
EE Main Person	116,736.40	2,258.00	847.00		1,692.68	42.00	8,805.43	26,169.79	2,007.26	61.32	538.82	237.11	500.00	159,895.82
														949,913.08

FY 2021

Frozen Positions

		100%	481	486
<u>FOPS - 90%/10%</u>				
3105 442 01 01	SALARIES & WAGES	388,578	349,720	38,858
3105 442 02 01	OVERTIME	7,516	6,764	752
3105 442 03 02	ACTING PAY	2,819	2,537	282
3105 442 03 03	STANDBY PAY	9,394	8,455	939
3105 442 05 01	MEDICARE BENEFITS	5,634	5,071	563
3105 442 05 02	PERS BENEFIT	116,496	104,846	11,650
3105 442 05 04	HEALTH INSURANCE BENEFIT	98,640	88,776	9,864
3105 442 05 05	DENTAL INSURANCE BENEFIT	8,029	7,226	803
3105 442 05 07	EMPLOYEE ASSISTANCE	245	221	24
3105 442 05 09	VISION	2,155	1,940	215
3105 442 05 11	LIFE, AD&D, & INDEMNITY	948	853	95
3105 442 05 14	UNEMPLOYMENT BENEFIT	2,000	1,800	200
		<u>642,454</u>	<u>578,209</u>	<u>64,245</u>
<u>Fac Maint - 80%/20%</u>				
3109 442 01 01	SALARIES & WAGES	105,690	84,552	21,138
3109 442 02 01	OVERTIME	2,044	1,635	409
3109 442 03 02	ACTING PAY	767	614	153
3109 442 03 03	STANDBY PAY		-	-
3109 442 05 01	MEDICARE BENEFITS	1,533	1,226	307
3109 442 05 02	PERS BENEFIT	8,014	6,411	1,603
3109 442 05 04	HEALTH INSURANCE BENEFIT	26,170	20,936	5,234
3109 442 05 05	DENTAL INSURANCE BENEFIT	2,007	1,606	401
3109 442 05 07	EMPLOYEE ASSISTANCE	61	49	12
3109 442 05 09	VISION	539	431	108
3109 442 05 11	LIFE, AD&D, & INDEMNITY	237	190	47
3109 442 05 14	UNEMPLOYMENT BENEFIT	500	400	100
		<u>147,562</u>	<u>118,050</u>	<u>29,512</u>
<u>Elec/IT - 80%/20%</u>				
3110 442 01 01	SALARIES & WAGES	116,736	93,389	23,347
3110 442 02 01	OVERTIME	2,258	1,806	452
3110 442 03 02	ACTING PAY	847	678	169
3110 442 03 03	STANDBY PAY		-	-
3110 442 05 01	MEDICARE BENEFITS	1,693	1,354	339
3110 442 05 02	PERS BENEFIT	8,847	7,078	1,769
3110 442 05 04	HEALTH INSURANCE BENEFIT	26,170	20,936	5,234
3110 442 05 05	DENTAL INSURANCE BENEFIT	2,007	1,606	401
3110 442 05 07	EMPLOYEE ASSISTANCE	61	49	12
3110 442 05 09	VISION	539	431	108
3110 442 05 11	LIFE, AD&D, & INDEMNITY	237	190	47
3110 442 05 14	UNEMPLOYMENT BENEFIT	500	400	100
		<u>159,895</u>	<u>127,917</u>	<u>31,978</u>
		949,911	824,176	125,735



District Manager
Melissa Morton

October 13, 2020
Consent Item No. 4G

BOARD COMMUNICATION

TO: THE HONORABLE PRESIDENT AND BOARD OF TRUSTEES

FROM: MELISSA MORTON, DISTRICT MANAGER 
JENNIFER HARRINGTON, ENVIRONMENTAL SERVICES DIRECTOR

SUBJECT: ADOPT RESOLUTION TO APPROVE ENTERING INTO COOPERATIVE FUNDING AGREEMENT WITH CALTRANS TO FINANCE STORMWATER TRASH FULL CAPTURE PROGRAM (CDD001)

BACKGROUND AND DISCUSSION

The District and the City of Vallejo are jointly responsible for stormwater quality under the Municipal Regional Stormwater NPDES Permit (Order No. R2-2015-0049). Section C.10 of the permit required that trash capture measures be implemented to achieve 70% trash removal from receiving waters by June 30, 2017. Currently, these requirements have not been met and as a result the District and City are under a Cease and Desist Order (Order No. R2-2018-0033). In an effort to meet trash reduction requirements, the District has begun construction of trash full capture devices at three locations. Completion of these devices will return the District and City to permit compliance and resolve the Cease and Desist Order.

Significant portions of Caltrans right-of-way within the District's service area contribute to trash generation and drain to the District's storm drain system. Caltrans is also under a Cease and Desist Order regarding trash capture compliance and recognizes their responsibility for contributing to the need for the project and agreed to reimburse the District for the hard construction costs for two of the three trash capture device sites that also treat runoff from its right-of-way. The Caltrans contribution is expected to not exceed \$3.0 million. The District and City of Vallejo will be financially responsible for the remaining project costs. This issue was previously brought to the Board and Resolution 2020-5949 approved the District funding strategy.

The District is seeking authorization to enter into a Cooperative Funding Agreement with Caltrans that will reimburse the District for costs associated with the trash full capture devices that treat both District and Caltrans acreage. Caltrans requires an amendment authorizing entry into a cooperative agreement from the governing board of an agency to proceed with execution of the agreement.

RECOMMENDATION

Adopt the resolution authorizing the Vallejo Flood and Wastewater District to enter into a Cooperative Funding Agreement with Caltrans for reimbursement of construction costs for two trash full capture sites within the District storm drain system.

ALTERNATIVES CONSIDERED

None.

ENVIRONMENTAL REVIEW

The proposed Board action is not considered a project under CEQA; therefore, no environmental review is required. The project itself has been previously determined to be Categorical Exempt per Section 15301(b) as it consists of alterations to existing public drainage facilities involving no expansion of an existing use. A Notice of Exemption for the project was filed on October 9, 2018.

FISCAL IMPACT

If the District does not enter into an agreement with Caltrans, the entirety of the costs of the project would be borne by the District. Under a cooperative agreement with Caltrans, the District would be eligible to recover approximately \$3.0 million.

PROPOSED ACTION

Adopt the resolution authorizing the Vallejo Flood and Wastewater District to enter into a Cooperative Funding Agreement with Caltrans.

DOCUMENTS ATTACHED

- A. Resolution
- B. Attachment A – Cooperative Funding Agreement

CONTACT PERSON

Jennifer Harrington, Environmental Services Director (707) 652-7806

RESOLUTION NUMBER 2020 -

A RESOLUTION TO APPROVE AUTHORIZING THE VALLEJO FLOOD AND WASTEWATER DISTRICT TO ENTER INTO A COOPERATIVE FUNDING AGREEMENT WITH CALTRANS

BE IT RESOLVED, by the Board of Trustees of the Vallejo Flood and Wastewater District of Solano County, California as follows:

WHEREAS, the Vallejo Flood and Wastewater District (the "Agency") is jointly responsible, along with the City of Vallejo, for stormwater quality under the Municipal Regional Stormwater NPDES Permit (Order No. R2-2015-0049) and for implementing trash capture measures to achieve 70% trash removal from receiving waters by June 30, 2017; and

WHEREAS, the Agency currently has not met the requirements in the NPDES Permit and as a result is, along with City of Vallejo, under a Cease and Desist Order (Order No. R2-2018-0033); and

WHEREAS, in an effort to meet trash reduction requirements, the District has begun construction of trash full capture devices at three locations in order to achieve permit compliance and resolve the Cease and Desist Order; and

WHEREAS, portions of Caltrans right-of-way within the District's service area contribute to trash generation and drain to the District's storm drain system, and has agreed to reimburse the District for the hard construction costs for two trash capture device sites, in an amount not exceed \$3.0 million; and

WHEREAS, the Agency is seeking authorization to enter into a Cooperative Funding Agreement with Caltrans that will reimburse the District for costs associated with the trash full capture devices that treat both District and Caltrans acreage;

IT IS, THEREFORE, RESOLVED by the Board of Trustees of the Vallejo Flood and Wastewater District that the Board authorizes entering into a Cooperative Funding Agreement with Caltrans for reimbursement of construction costs for two trash full capture sites within the District storm drain system.

ADOPTED by the Board of Trustees of the Vallejo Flood and Wastewater District on the 13th day of October, 2020 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

WITNESS my hand and the Seal of said District this 13th day of October, 2020.

MJ BROWN
Clerk of the Board

COOPERATIVE IMPLEMENTATION AGREEMENT

THIS AGREEMENT, ENTERED INTO EFFECTIVE ON September, __, 2020, (the EFFECTIVE DATE) is between the State of California acting by and through its Department of Transportation, referred to herein as CALTRANS and Vallejo Flood & Wastewater District, a public body, corporate and politic referred to herein as AGENCY. CALTRANS and AGENCY are together referred to as PARTIES.

RECITALS

1. CALTRANS and AGENCY, pursuant to California Streets and Highways Code (SHC) Sections 114 and 130, are authorized to enter into a Cooperative Agreement for improvements to the State Highway System (SHS) as a watershed stakeholder within AGENCY's jurisdiction.
2. As per Attachment IV of the Caltrans National Pollutant Discharge Elimination Permit Order 2012-0011-DWQ (NPDES Permit), Section I.A, CALTRANS and AGENCY may collaboratively implement the NPDES Permit requirements as they have been identified as stakeholders in the Total Maximum Daily Load (TMDL) or contain Significant Trash Generating Areas (STGA) for the City of Vallejo Stormwater Trash Capture Project (hereinafter referred to as "PROJECT"). CALTRANS has agreed to contribute an amount not to exceed Three Million Dollars (\$3,000,000) to AGENCY for AGENCY to construct the PROJECT, within the regional area under the jurisdiction of AGENCY to comply with the TMDL or to treat STGAs. The NPDES Permit (including Attachment IV) is located at: www.waterboards.ca.gov/water_issues/programs/stormwater/caltrans.html
3. AGENCY has agreed to implement the PROJECT subject to the terms and conditions of this Agreement including all documents attached hereto that are incorporated herein and hereby made a part of this Agreement (collectively referred to as the AGREEMENT).
4. AGENCY will be responsible for all management, maintenance and operations, including costs of the constructed PROJECT.
5. The SWRCB will credit CALTRANS with one (1) Compliance Unit (CU) for each Eighty-Eight Thousand Dollars (\$88,000) paid to AGENCY. A compliance unit is defined as one (1) acre of CALTRANS' Right-of-Way (ROW) from which the runoff is retained, treated, and/or otherwise controlled prior to discharge to the relevant reach. The financial equivalent as submitted by CALTRANS is One Hundred Seventy-Six Thousand Dollars (\$176,000) per CU. The SWRCB is encouraging collaborative efforts and Cooperative Implementation Agreements to reduce pollutants in TMDL and STGA watersheds and uses a 50% discount for CU in dollars contributed to the Cooperative Implementation. This sets the CU equivalent at Eighty-Eight Thousand Dollars (\$88,000).
6. For NPDES Permit compliance, CALTRANS will claim a percentage of PROJECT pollutant waste load reductions granted by the San Francisco Regional Water Quality Control Board for the PROJECT equal to the percentage of total PROJECT cost contributed by CALTRANS or the waste load allocation assigned to CALTRANS for the PROJECT watershed, whichever is less. CALTRANS intends to use the PROJECT waste load reductions to demonstrate equivalent load reductions required to meet its TMDL waste load allocations.
7. Cooperative implementation has the following advantages: cooperative implementation (i) allows for water quality improvement projects off the ROW, at locations that may

otherwise have space, access, or safety limitations within the ROW; (ii) provides for the involvement of local watershed partners who have an interest and expertise in the best way to protect, manage, and enhance water quality in the watershed; (iii) allows for implementation of Best Management Practices (BMPs) and other creative solutions not typically available to CALTRANS; (iv) allows for larger watershed-scale projects; and (v) leverages resources from other entities.

8. All services performed by AGENCY pursuant to this AGREEMENT are intended to be performed in accordance with all applicable Federal, State and AGENCY laws, ordinances, and regulations, and with CALTRANS published manuals, policies, and procedures. In case of a conflict between Federal, State and AGENCY laws, ordinances, or regulations, the order of precedence applicability of these laws shall be Federal, State and then AGENCY laws and regulations, respectively.
9. CALTRANS share of PROJECT funding is as follows:

<u>FUND TITLE</u>	<u>FUND SOURCE</u>	<u>DOLLAR AMOUNT</u>
SHA	State of California	\$3,000,000

SECTION I

All sections of this AGREEMENT including the recitals are enforceable.

1. AGENCY has agreed to implement the PROJECT in accordance with Attachment II-SCOPE SUMMARY. The SCOPE SUMMARY that is attached to and made a part of this AGREEMENT defines in detail the PROJECT's scope of work, description, schedule, location and budget.
2. AGENCY will be responsible for all management, maintenance and operations, including costs of the constructed PROJECT.
3. AGENCY will develop and construct the PROJECT in accordance with the applicable laws, policies, practices, procedures and standards. This applies to all procurements, including land acquisitions, licenses and permits.
4. AGENCY shall prepare initial engineering and geotechnical assessments, and detailed design as well as acquire environmental reviews and right of way (ROW) needed for the PROJECT. This work is equivalent to CALTRANS process of Project Initiation Document (PID), Project Approval & Environmental Document (PA&ED) and Plans, Specification and Estimate (PS&E). AGENCY will pay for, coordinate, prepare, obtain, implement, renew, and amend all permits needed to complete the PROJECT. AGENCY will prepare CEQA environmental documentation to meet California Environmental Quality Act (CEQA) requirements.
5. AGENCY will advertise, open bids, award, and approve the construction contract in accordance with the California Public Contract Code and the California Labor Code and will be responsible for the administration, acceptance, and final documentation of the construction contract.
6. CALTRANS shall reimburse AGENCY for actual costs of the PROJECT not exceeding the amount set forth in Section 8 below.
7. CALTRANS shall have the right to inspect the PROJECT work to be performed hereunder at any time during its progress and to make final inspection upon completion thereof. Failure of CALTRANS to object within 30 days after final inspection shall indicate satisfactory performance of this AGREEMENT by AGENCY.
8. The total amount CALTRANS will reimburse to AGENCY pursuant to this AGREEMENT shall not exceed \$3,000,000 ("Contract Sum"). Costs incurred by AGENCY for PROJECT work under this AGREEMENT in excess of the Contract Sum will be borne by AGENCY. It is understood and agreed that this AGREEMENT fund limit is an estimate and that CALTRANS will only reimburse the cost of services actually rendered as authorized by the CALTRANS Contract Manager or designee at or below the fund limitation amount set forth in this AGREEMENT and in accordance with the Budget included in Attachment II.
9. All administrative draft and administrative final reports, studies, materials, and documentation relied upon, produced, created or utilized for the PROJECT will be held in confidence to the extent permitted by law, and where applicable, the provisions of California Government Code section 6254.5(e) shall govern the disclosure of such documents in the event said documents are shared between the PARTIES. Parties will not distribute, release, or share said documents with anyone without prior written consent of the party authorized to release said documents except: (i) to employees, agents, and consultants

who require access to complete the work described within this AGREEMENT; or (ii) where release is required or authorized by law.

10. HM-1 is defined as hazardous material (including but not limited to hazardous waste) that requires removal and disposal pursuant to Federal or State law, whether it is disturbed by the PROJECT or not. HM-2 is defined as hazardous material (including but not limited to hazardous waste) that may require removal and disposal pursuant to Federal or State law, only if disturbed by the PROJECT.
 11. CALTRANS, independent of the PROJECT costs, is responsible for any HM-1 found within existing CALTRANS ROW. CALTRANS will undertake HM-1 management activities with minimum impact to the PROJECT schedule and will pay all costs associated with HM-1 management activities.
 12. CALTRANS has no responsibility for management activities or costs associated with HM-1 found outside the CALTRANS existing ROW. AGENCY, independent of PROJECT costs, is responsible for any HM-1 found within PROJECT limits outside existing CALTRANS ROW, and will pay, or cause to be paid, all costs associated with HM-1 management activities. AGENCY will undertake, or cause to be undertaken, HM-1 management activities with minimum impact to the PROJECT schedule.
 13. If HM-2 is found within the limits of the PROJECT, the AGENCY responsible for advertisement, award, and administration (AAA) of the PROJECT construction contract will be responsible for HM-2 management activities. Any management activity cost associated with HM-2 is a PROJECT construction cost.
 14. This AGREEMENT may only be amended or modified by mutual written agreement of the PARTIES.
-

SECTION II- GENERAL PROVISIONS

1. TERMINATION

- A. This AGREEMENT may be terminated by the PARTIES upon mutual written agreement. In the event of a termination CALTRANS will reimburse AGENCY all allowable, authorized, and non-cancelable obligations and costs incurred by AGENCY prior to the termination.
- B. CALTRANS reserves the right to terminate this AGREEMENT before the AGENCY awards the PROJECT construction contract or begins to do project work. CALTRANS will reimburse AGENCY reasonable, allowable, authorized and non-cancelled costs up to the date of termination that are attributable to the PROJECT.
- C. This AGREEMENT will terminate upon completion of PROJECT when all PARTIES have met all scope, cost, and schedule commitments included in this AGREEMENT and have signed a closure statement, which is a document signed by the PARTIES that verifies the completion of PROJECT, except that all indemnification, document retention, audit, claims, environmental commitment, pending legal challenge, hazardous material, operation, maintenance and ownership provisions of this AGREEMENT will remain in effect until terminated or modified by mutual written agreement.
- D. AGENCY has sixty (60) days after the date this AGREEMENT is terminated or expires, or such other time agreed upon in writing by the PARTIES, to submit invoices to CALTRANS to make final allowable payments for PROJECT costs in accordance with the terms of this AGREEMENT. Failure to submit invoices within this period may result in a waiver by AGENCY of its right to reimbursement of expended costs.

2. BUDGET CONTINGENCY CLAUSE

All obligations of CALTRANS under the terms of this AGREEMENT are subject to the appropriation of resources by the Legislature, and the State Budget Act authority. It is mutually agreed that if the State Legislature does not appropriate sufficient funds for the program, this AGREEMENT shall be amended if possible to reflect any reduction in funds, but nothing herein obligates the PARTIES to provide additional funding or proceed if sufficient funding is unavailable.

3. ALLOWABLE COST, PAYMENTS AND INVOICING

- A. The method of payment for this AGREEMENT will be based on actual allowable costs. CALTRANS will reimburse AGENCY for expended actual allowable direct costs and indirect costs, including, but not limited to labor costs, employee benefits, travel (overhead is reimbursable only if the AGENCY has an approved indirect costs allocation plan) and contracted consultant services costs incurred by AGENCY in performance of the PROJECT work, not to exceed the Contract Sum of the PROJECT.
- B. Reimbursement of AGENCY expenditures will be authorized only for those allowable costs actually incurred by AGENCY in the performance of the PROJECT work. AGENCY must not only have incurred the expenditures on or after the EFFECTIVE DATE of this AGREEMENT and before the date it is terminated or expires, but must have also paid for those costs to claim any reimbursement.

- C. PARTIES will agree upon CALTRANS' annual reimbursement of the PROJECT costs, throughout its duration. Total reimbursement will not exceed the Contract Sum (as defined in Section I above). The encumbered funds are to be expended and invoiced to CALTRANS by AGENCY by May 1 of the third fiscal year from the fiscal year CALTRANS encumbered them. Any funds encumbered, but not expended by the end of the third fiscal year, will not be reimbursed to AGENCY by CALTRANS.
- D. Travel, per diem, and third-party contract reimbursements are PROJECT costs only after those hired by AGENCY to participate in the PROJECT incur and pay those costs. Payments for travel and per diem will not exceed the rates paid rank and file state employees under current California Department of Human Resources rules current at the EFFECTIVE DATE of this AGREEMENT.
- E. CALTRANS will reimburse AGENCY for all allowable PROJECT costs no more frequently and no later than monthly in arrears and as promptly as CALTRANS fiscal procedures permit upon receipt of itemized signed invoices. Invoices shall reference this AGREEMENT Number and shall be signed and submitted electronically to the Contract Manager at the following address:

ken.johansson@dot.ca.gov cc: kriti.uppal@dot.ca.gov

If electronic submittal is not possible, mail invoice to:

California Department of Transportation

Division of Environmental Analysis – Fiscal Analysis Unit, MS 27

1120 N Street, Sacramento, CA 95814-5680

- F. Invoices shall include the following information:

- 1) Invoice Cover Sheet The invoice cover sheet summarizes the previous, current and total amounts billed for the AGREEMENT. Details included on the cover sheet are:
 - a. "INVOICE" near top of page
 - b. Invoice Date
 - c. Contract Number (D43CIAxx000x)
 - d. Invoice Number [minimum format: City Initials-3-digit Invoice Number (XXX-001)]
 - e. Billing period (performance period), specified with beginning and ending dates (towards top of page). All work performed must be during the billing period. Invoice billing periods must not overlap.
 - f. Brief description of the work performed
 - g. Summary of total dollar amount billed to date
 - i. Previous month invoice balance
 - ii. Amount billed this month
 - iii. Total amount billed including current invoice amount
 - h. Total amount due
 - i. Summary of charges
 - i. AGENCY (municipality) labor costs
 - ii. Sub-Vendor labor costs (consultant)

- iii. Sub-vendor direct costs (materials, equipment, miscellaneous itemized costs)
- iv. Other direct costs
- j. Discounts (if applicable)
- k. Remittance information including name and address [MUST match *Payee Data Record Declaration of Business Location* (Form FA-204) submitted at contract execution or on file]
- l. AGENCY Contract Manager's name, address and phone number
- m. AGENCY Contract Manager's signature and signature block
- n. CALTRANS Contract Manager's name and address
- o. CALTRANS Contract Manager's signature block.

2) Invoice and Supports

All invoice charges must match the rates on the contract cost proposal and personnel request. (Changes in billing rates must be approved before billing.) The CALTRANS' Contract Manager must be provided invoices or other documentation with sufficient detail to verify the charges are allowable under this AGREEMENT with sufficient support to allow them to verify charges. Supporting documentation, such as receipts, is required for all costs included on the invoice that are not for hourly or sub-contract labor.

AGENCY labor charges need to show person's name, hours worked, billing rate and brief description of work performed. Supporting documents (timesheet or payroll report) need to be provided. These documents need to include:

- a. Name (first and last)
- b. Hours charged
- c. Brief description -- identify the work is for the project funded by the Cooperative Implementation Agreement
- d. Month, day and year of the charges (must be within the billing period)
- e. Worker and supervisor's signatures (Exceptions can be made for electronic timesheets.) All overtime must be approved in advance by the CALTRANS Contract Manager.

Direct costs (such as material costs, vehicle rental) are reimbursable. These costs need to be verified, therefore, a copy of the receipt, paid purchase order or other documentation that shows the items and cost needs to be attached to the invoice.

AGENCY personnel travel costs may be reimbursed according to the Consultant and Contractor travel guidelines located on the CALTRANS' website at: www.dot.ca.gov/hq/asc/travel/ch12/1consultant.htm. The Travel Expense Claim (TEC) form is available at: www.dot.ca.gov/hq/asc/travel/ch5/1tec.htm.

Subcontractor costs are reimbursed after providing a copy of the paid invoice. This invoice needs to show that the AGENCY contract manager reviewed and approved the payment. CALTRANS requires its vendors to submit proof of costs incurred, such as timesheet or payroll records, travel reimbursement form (that includes the reason and dates for travel) with receipts, receipts for materials, lab services or other items) and

CALTRANS assumes the AGENCY has similar requirements that are documented.

3) Progress Reports

Each invoice needs to be accompanied by a progress report for the billing period. This report includes:

- a. Work performed during the billing period (can be in a bullet format)
- b. Contract progress estimate -- percentage of work completed (not dollar based)
- c. Work anticipated during the next billing cycle (can be in a bullet format)
- d. Total amount spent during the billing period (AGENCY personnel, AGENCY direct costs, subcontractor costs and total)
- e. Total amount spent to date (AGENCY, subcontractor, total)
- f. CIA not to exceed amount
- g. Percentage of Cooperative Implementation Agreement (CIA) funds used to date.
[Total (AGENCY and subcontractor)/CIA not to exceed amount]

4. **COST PRINCIPLES**

- A. If PARTIES fund any part of PROJECT with state or federal funds, each PARTY will comply, and will ensure that any sub-recipient, contractor or subcontract hired to participate in PROJECT will comply with the federal cost principles and administrative requirements of 2 CFR, Part 200. These principles and requirements apply to all funding types included in this AGREEMENT.
- B. Any PROJECT costs for which AGENCY has received payment or credit that are determined by subsequent audit to be unallowable under 2 CFR, Part 200, and/or Title 48, Chapter 1, Part 31, are subject to repayment by AGENCY to CALTRANS. Should AGENCY fail to reimburse moneys due CALTRANS within thirty (30) days of discovery or demand, or within such other period as may be agreed in writing between the PARTIES hereto, CALTRANS is authorized to intercept and withhold future payments due AGENCY from CALTRANS.
- C. The PARTIES will maintain and make available to each other all PROJECT related documents, including financial data, during the term of this AGREEMENT. PARTIES will retain all PROJECT-related records for three (3) years after the final payment voucher.

5. **INDEMNIFICATION**

Neither CALTRANS nor any officer or employee thereof is responsible for any injury, damage, or liability occurring by reason of anything done or omitted to be done by AGENCY, its contractors, sub-contractors, and/or its agents under or in connection with any work, authority, or jurisdiction conferred upon AGENCY under this AGREEMENT. It is understood and agreed that AGENCY, to the extent permitted by law, will defend, indemnify, and save harmless CALTRANS and all of its officers and employees from all claims, suits, or actions of every name, kind, and description brought forth under, but not limited to, tortious, contractual, inverse condemnation, or other theories and assertions of liability occurring by reason of anything done or omitted to be done by AGENCY, its contractors, sub-contractors, and/or its agents under this AGREEMENT.

6. RETENTION OF RECORDS/AUDITS

- A. AGENCY, its contractors, subcontractors and sub-recipients shall establish and maintain an accounting system and records that properly accumulate and segregate incurred PROJECT costs. The accounting system of AGENCY, its contractors, all subcontractors, and sub-recipients shall conform to Generally Accepted Accounting Principles (GAAP), shall enable the determination of incurred costs at interim points of completion, and shall provide support for reimbursement payment vouchers or invoices. All books, documents, papers, accounting records and other supporting papers and evidence of performance under this AGREEMENT of AGENCY, its contractors, subcontractors and sub-recipients connected with PROJECT performance under this AGREEMENT shall be maintained for a minimum of three (3) years from the date of final payment to AGENCY and shall be held open to inspection, copying, and audit by representatives of CALTRANS, the California State Auditor, and auditors representing the federal government during business hours with appropriate notice. Copies thereof will be furnished by AGENCY, its contractors, its subcontractors and sub-recipients upon receipt of any request made by CALTRANS or its agents. In conducting an audit of the costs under this AGREEMENT, CALTRANS will rely to the maximum extent possible on any prior audit of AGENCY pursuant to the provisions of State and AGENCY law. In the absence of such an audit, any acceptable audit work performed by AGENCY's external and internal auditors may be relied upon and used by CALTRANS when planning and conducting additional audits.
- B. AGENCY, its sub-recipients, contractors, and subcontractors will permit access to all records of employment, employment advertisements, employment application forms, and other pertinent data and records by the State Fair Employment Practices and Housing Commission, or any other AGENCY of the State of California designated by CALTRANS, for the purpose of any investigation to ascertain compliance with this AGREEMENT.
- C. This AGREEMENT shall be subject to a pre-award audit prior to execution of the AGREEMENT to ensure AGENCY has an adequate financial management system in place to accumulate and segregate reasonable, allowable and allocable costs.
- D. CALTRANS, the state auditor, and the Federal Government, (if the PROJECT utilizes federal funds), will have access to all PROJECT-related records held by AGENCY or by any party hired by AGENCY to participate in PROJECT.
- E. The examination of any records will take place in the offices and locations where said records are generated and/or stored and will be accomplished during reasonable hours of operation.
- F. Upon completion of the final audit, AGENCY has thirty (30) calendar days to refund or invoice as necessary in order to satisfy the obligation of the audit.

7. DISPUTES

- A. PARTIES will first attempt to resolve AGREEMENT disputes at the PROJECT team level. If they cannot resolve the dispute themselves, the CALTRANS Chief Environmental Engineer and the executive officer of AGENCY will attempt to negotiate a resolution.
- B. If PARTIES do not reach a resolution, AGENCY's legal counsel will initiate mediation. PARTIES agree to participate in mediation in good faith and will share equally in its costs.

- C. Neither the dispute nor the mediation process relieves PARTIES from full and timely performance of the PROJECT in accordance with the terms of this AGREEMENT. However, if either PARTY stops fulfilling PROJECT obligations, the other PARTY may seek equitable relief to ensure that the PROJECT continues.
- D. Except for equitable relief, no PARTY may file a civil complaint until after mediation, or 45 calendar days after filing the written mediation request, whichever occurs first.
- E. PARTIES will file any civil complaints in the Superior Court of the county in which the CALTRANS district office signatory to this AGREEMENT resides or in the Superior Court of the county in which the PROJECT is physically located. The prevailing PARTY will be entitled to an award of all costs, fees, and expenses, including reasonable attorney fees as a result of litigating a dispute under this AGREEMENT or to enforce the provisions of this article including equitable relief.
- F. Additional Dispute Remedies. PARTIES maintain the ability to unanimously pursue alternative or additional dispute remedies if a previously selected remedy does not achieve resolution.

8. **RELATIONSHIP OF PARTIES**

It is expressly understood that this AGREEMENT is an agreement executed by and between two independent governmental entities and is not intended to, and shall not be construed to, create the relationship of agent, servant, employee, partnership, joint venture or association, or any other relationship whatsoever other than that of an independent party.

9. **NOTIFICATION OF PARTIES**

- A. AGENCY: Kyle Broughton, Engineering Supervisor, kbroughton@vallejowastewater.org, (707) 651-7139.
- B. CALTRANS: Ken Johansson, Stormwater Coordinator, ken.johansson@dot.ca.gov, (858) 688-1430.
- C. All notices herein provided to be given, or which may be given, by either party to the other, shall be deemed to have been fully given when made in writing and received by the PARTIES at their respective addresses:

Vallejo Flood & Wastewater District
 Attention: Kyle Broughton
 450 Ryder Street
 Vallejo, CA 94590

California Department of Transportation
 Division of Environmental Analysis - MS 242
 Attention: Ken Johansson
 4050 Taylor Street, San Diego, CA 92110

SECTION III ATTACHMENTS

The following attachments are incorporated into and are made a part of this AGREEMENT by this reference and attachment.

- I. AGENCY Resolution, Certification of Approval, order, motion, ordinance or other similar document from the local governing body authorizing execution of the AGREEMENT.
- II. Scope of Work, Description, Schedule, Location and Budget.

SECTION IV- SIGNATURES

Signatories may execute this AGREEMENT through individual signature pages provided that each signature is an original. This AGREEMENT is not fully executed until all original signatures are attached. PARTIES are empowered by California Streets and Highways Code (SHC) sections 114 and 130 to enter into this AGREEMENT and have delegated to the undersigned the authority to execute this AGREEMENT on behalf of the respective agencies and covenant to have followed all the necessary legal requirements to validly execute this AGREEMENT.

**STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION**

**VALLEJO FLOOD & WASTEWATER
DISTRICT**

Signature: _____

Print Name: **KEN JOHANSSON**

Title: **Stormwater Coordinator**

Date: _____

Signature: _____

Print Name: **MELLISA MORTON**

Title: **District Manager**

Date: _____

Signature: _____

Print Name: **SHAILA CHOWDHURY**

Title: **Assistant Chief, Division of
Environmental Analysis**

Date: _____

Signature: _____

:

Print Name: **PHIL STOLARSKI**

Title: **Chief, Division of
Environmental Analysis**

Date: _____



District Manager
Melissa Morton

October 13, 2020
Consent Item 4H

BOARD COMMUNICATION

TO: THE HONORABLE PRESIDENT AND BOARD OF TRUSTEES

FROM: MELISSA MORTON, DISTRICT MANAGER *Melissa Morton*
MARK TOMKO, DIRECTOR OF ENGINEERING

SUBJECT: ADOPT RESOLUTION TO ADOPT REVISED ENGINEERING STANDARDS

BACKGROUND AND DISCUSSION

The District's current Engineering Standards were last updated in 2007, although portions of the 2007 document are older. The 2007 standards require revisions to reflect current District practices for sewer and storm drain construction, pre-treatment requirements to comply with regulatory standards and District policies, and to format the document to make it more easily accessible online.

The revised standards were developed in-house by the Engineering Department through collaboration with the Field Operations and Environmental Compliance Departments, and research of other agency and industry standards. District staff intends to make minor revisions to this document as necessary, and present major revisions to the Board of Trustees as needed.

The revised standards will govern sanitary sewer and storm drain design and construction of typical public and private improvements, and is organized as follows:

- Chapter 1: General; purpose of the document, overview of the systems owned by the District and its authority regarding public sanitary sewer and storm drain facilities in its service area
- Chapter 2: Development and Plan Preparation; includes standards and processes to provide guidance to developers
- Chapter 3: Sewer Design Standards; includes information primarily used by designers and contractors
- Chapter 4: Storm Drain Design Standards; includes information primarily used by designers and contractors
- Chapter 5: Sewer Lateral Design Standards; includes information helpful for homeowners
- Chapter 6: Pre-Treatment Requirements; includes requirements for business and industry owners
- Standard Details

The new Standards are available to the public on the District's website. Changes in engineering standards may result in an increase in construction prices as a result of higher standards, or an increase in business costs, as a result of an increase in pre-treatment requirements. The update to the new Standards was provided to the Vallejo Chamber of Commerce Economic Development Committee on July 8, 2020, and a link was forwarded when they were posted on the District's website.

The Board is requested to adopt the District's Engineering Standards in order to afford the District with certain design immunity provided for in Government Code Section 830.6 that provides for immunity for any injury allegedly caused by the design when that design was approved by the District's Board.

RECOMMENDATION

Adopt a resolution adopting the Vallejo Flood and Wastewater District Engineering Standards.

ALTERNATIVES CONSIDERED

None

ENVIRONMENTAL REVIEW

The proposed action is not a project under CEQA and no environmental review is required.

FISCAL IMPACT

No fiscal impact is anticipated for the District.

PROPOSED ACTION

Adopt a resolution adopting the Engineering Standards.

DOCUMENTS ATTACHED

- A. Resolution
- B. [Engineering Standards](#) (Hard Copy upon Request)
- C. [Detailed Engineering Standards](#) (Hard Copy upon Request)

CONTACT PERSON

Natalie Muradian, Associate Engineer, (707) 558-3416

RESOLUTION NUMBER 2020 -

ADOPT REVISED ENGINEERING STANDARDS

BE IT RESOLVED, by the Board of Trustees of the Vallejo Flood and Wastewater District of Solano County, California as follows:

WHEREAS, The Vallejo Flood and Wastewater District Engineering Standards were last revised in 2007;

WHEREAS, The Engineering Standards were revised/updated to reflect current District practices for sewer and storm drain construction, pre-treatment requirements to comply with regulatory standards and District policies, and to format the document to make it more easily accessible online;

WHEREAS, Adoption of the Engineering Standards by the Board of Trustees provides liability protection for District staff per section Government Contract Code Section 860.6;

IT IS, THEREFORE, RESOLVED by the Board of Trustees of the Vallejo Flood and Wastewater District that the Board adopts the Engineering Standards (dated July 2020), and approves District Staff to issue minor interim revisions to the Engineering Standards, which shall be in writing.

BE IT FURTHER RESOLVED

ADOPTED by the Board of Trustees of the Vallejo Flood and Wastewater District on the 13th day of October, 2020 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

WITNESS my hand and the Seal of said District this 13th day of October, 2020.

**MJ Brown,
Clerk of the Board**



District Manager
Melissa Morton

October 13, 2020

BOARD COMMUNICATION

Consent Item No. 4I

TO: THE HONORABLE PRESIDENT AND BOARD OF TRUSTEES

FROM: MELISSA MORTON, DISTRICT MANAGER *Melissa Morton*
JEFF TUCKER, DIRECTOR OF FINANCE/TREASURER

**SUBJECT: ADOPT RESOLUTION TO AUTHORIZE DISTRICT MANAGER TO WORK WITH
ELECTED OFFICIALS TO REPEAL CALIFORNIA PUBLIC CONTRACT CODE
SECTIONS 21220 AND 21221**

BACKGROUND AND DISCUSSION

Section 67-2(n) of the Water Code Appendix authorizes the District to enter into contracts with governments, persons or companies necessary for the construction, maintenance or operation of the District. Section 67-6(d) authorizes the Board of Trustees to adopt and enforce reasonable rules and regulations, ordinance, and resolutions, for the administration, operation and governance of the District.

With these two provisions in the District's enabling legislation, the Board of Trustees has the authority to set its own rules regarding the procurement of goods and materials, and to ensure that the District receives a fair price for its ratepayers. However, the District must also conform its rules and regulations to comply with other provisions of state law.

Public Contract Code (PCC) Sections 21220 and 21221 were enacted in 1984 and apply specifically and exclusively to the Vallejo Flood and Wastewater District. These provisions of state code require the following procedures for improvements, repairs or the purchase of goods and materials with a value in excess of \$4,000:

- Be procured by contract only
- Notice the bid twice in the newspaper, 14 days apart from each other
- Post the bid for at least 5 days at or near the door of the Board of Trustees meeting place prior to bid opening
- Any rejected bid requires Board of Trustee action
- Any exception, such as buying the goods on the open market, must be declared and authorized by the Board of Trustees

The District was unaware of these Government Code provisions and has since at least 1994 been following procurement rules established by the Board of Trustees. After reviewing these requirements, staff has determined that changing existing procedures to conform to these PCC provisions would be detrimental to the District and result in higher costs to ratepayers because:

- Requiring bids for such small repair and construction projects would increase the bid prices proposed by vendors due to the costs associated with preparing bids.
- The bidding requirements would decrease competition, with resulting higher price, because of the complexity required under government bidding procedures.
- The expensive public noticing procedure would unnecessarily increase the cost of each procurement by an average of \$300. This fee would be repeated for every procurement, costing the District thousands of dollars each year.
- These procedures do not allow the District to take advantage of modern technology, such as email and the internet, that could be used to solicit lower, more competitive prices.
- These procedures are time consuming for staff (and for vendors) and would add weeks to the process of procuring low cost goods and services, making the District less efficient.

Staff believes that the Board of Trustees of the Vallejo Flood and Wastewater District is best positioned to determine the most appropriate procurement rules to promote competition and achieve fair pricing in an administratively efficient manner. Being constrained by state law written in 1984, prior to the advent of email and the internet, does not achieve these goals, and is actually detrimental to these goals.

Because the PCC rules, rules that only apply to the Vallejo Flood and Wastewater District, are detrimental to efficient and cost-effective administration of the District, staff recommends that they be eliminated from state code, and that the Board authorizes the District Manager to work with our elected state representatives to achieve this aim.

RECOMMENDATION

Approve resolution authorizing the District Manager to work with the District's elected state representatives to repeal California Public Contract Code Sections 21220 and 21221.

ALTERNATIVES CONSIDERED

None

ENVIRONMENTAL REVIEW

This is not a project under CEQA and no environmental review is required.

FISCAL IMPACT

It is expected that this action will result in lower prices for goods and materials, and decreased administrative costs from eliminating the need to publish bids requests.

PROPOSED ACTION

Approve resolution authorizing the District Manager to work with the District's elected state representatives to repeal California Public Contract Code Sections 21220 and 21221.

DOCUMENTS ATTACHED

- A. Resolution
- B. Public Contract Code Sections 21220 and 21221
- C. Water Code Appendix – Section 67 (excerpts)

CONTACT PERSON

Jeff Tucker, Director of Finance/Treasurer, (707) 652-7802

RESOLUTION NUMBER 2020 –

**A RESOLUTION AUTHORIZING THE VALLEJO FLOOD AND WASTEWATER DISTRICT
MANAGER TO WORK WITH ELECTED OFFICIALS TO REPEAL CALIFORNIA PUBLIC
CONTRACT CODE SECTIONS 21220 AND 21221**

BE IT RESOLVED, by the Board of Trustees of the Vallejo Flood and Wastewater District of Solano County, California as follows:

WHEREAS, the Vallejo Flood and Wastewater District (the "Agency") is authorized to enter into contracts necessary for construction, maintenance or operation, and may adopt and enforce reasonable ways and means for operation and governance by the Water Code Appendix; and

WHEREAS, the District may set its own rules regarding procurement as provided for by provisions in the Water Code Appendix, while it must also conform to other provisions of state law; and

WHEREAS, the Public Contract Code Sections 21220 and 21221 were enacted in 1984 specifically pertaining to the Vallejo Flood and Wastewater District and require specific requirements related to the improvements, repairs or the purchase of good and materials with a value in excess of \$4,000; and

WHEREAS, abiding by such requirements in Public Contract Code Sections 21220 and 21221 would result in higher costs to the District's ratepayers by increasing bid prices, decreasing competition, requiring increased publication of noticing, and increasing time to the process of procuring low cost goods and services; and

WHEREAS, utilizing the most appropriate procurement rules to promote competition and achieve fair pricing in an administratively efficient manner, utilizing modern technology such as email and the internet, and eliminating constraints in the state code, are beneficial to the District's ratepayers;

IT IS, THEREFORE, RESOLVED by the Board of Trustees of the Vallejo Flood and Wastewater District that the Board authorizes the Vallejo Flood and Wastewater District Manager to work with elected officials to repeal California Public Contract Code Sections 21220 and 21221.

ADOPTED by the Board of Trustees of the Vallejo Flood and Wastewater District on the 13th day of October, 2020 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

WITNESS my hand and the Seal of said District this 13th day of October, 2020.

MJ BROWN
Clerk of the Board

California Public Contract Code

Article 89. Vallejo Sanitation and Flood Control District [21220 – 21221]

(added by Stats. 1984, Ch. 1128, Sec. 69)

21220. The provisions of this article shall apply to contracts by the Vallejo Flood and Wastewater District, as provided for in Chapter 17 of the Statutes of the 1952 First Extraordinary Session.

21221. (a) In all work of improvement or repair of any of the works or property of the district and in the furnishing of materials or supplies, when the expenditures exceed four thousand dollars (\$4,000), the work shall be done by contract, and shall be let to the lowest responsible bidder, after notice by publication in the district pursuant to Section 6066 of the Government Code and by posting the notice for at least five days at or near the door of the meeting place of the board of trustees prior to the date set for opening bids; the notices shall distinctly state the work contemplated or the materials or supplies required; provided the board of trustees may reject any bid presented and readvertise and post in their discretion, and provided further, that the board may declare and determine that in its opinion the work in question can be performed more economically by day labor or the materials or supplies can be furnished at a lower price in the open market, and they may proceed to have the work done or the materials purchased without further observance of the provisions of this section.

(b) In case of an emergency, the board of trustees may declare a state of great public emergency and proceed to have all necessary work done and materials and supplies furnished without regard to this section. Any work or improvement provided for in this act may be located, constructed, and maintained in, along, or across any public road or highway in the County of Solano, in a manner that ensures security for life and property, but the board of trustees shall restore, or cause to be restored, the road or highway to its former state as near as possible, to preserve its usefulness. If notice for bids to let contracts will not be given, the board shall comply with Chapter 2.5 (commencing with Section 22050).

Water Code Appendix – Section 67 (excerpts)

§ 2. Objects and Purposes of Act and Powers of District

... The Vallejo Flood and Wastewater District is hereby declared to be a body corporate and politic and may do all of the following:

(n) Contracts. To make and enter into contracts with the United States of America, the State of California, any political subdivision, county, municipality, district, agency or mandatory of the State of California or of the United States and any department, board, bureau, or commission of the State of California or the United States of America, or any person, firm, association or corporation, jointly or severally, for the acquisition of property or rights or the construction, maintenance or operation in whole or in part of any or all works or improvements provided in this act.

§ 6. Compensation, Organization and Meetings of Trustees

(d) The district shall remain a legal and political entity separate and apart from the City of Vallejo and shall enjoy all powers granted by this act without exception, including, but not limited to, its operational functions, appointment of staff, planning, financing and contractual authority. The board may adopt and enforce reasonable rules and regulations, ordinances, and resolutions, for the administration and government of the district and to facilitate the exercise of its powers and duties, and exercise all police powers necessary for the maintenance, operation, preservation, use, and enjoyment of its works and facilities.