



22 E. Weber Avenue, Room 301 | Stockton, CA 95202 | (209) 937-7900 | www.sjafca.com

---

## **BOARD OF DIRECTORS**

### **City of Stockton**

Jesús Andrade  
Dan Wright  
Alt. Sol Jobrack

### **Public Member**

Mike Morowit

### **San Joaquin County**

Katherine M. Miller  
Chuck Winn, Vice-Chair  
Alt. Miguel Villapudua

### **City of Manteca**

Jose Nuño  
Gary Singh, Chair

### **Executive Director**

Chris Elias

### **City of Lathrop**

Paul Akinjo  
Diane Lazard

# **BOARD MEETING**

**THURSDAY, FEBRUARY 20, 2020**

**9:00 A.M.**

**425 N. El Dorado Street, City Hall, Second Floor, Council Chambers**

- 1. CALL TO ORDER / ROLL CALL**
- 2. PLEDGE TO FLAG**
- 3. CONSENT ITEMS**
  - 3.1) Approve minutes of the Board meeting of January 16, 2020
- 4. NEW BUSINESS**
  - 4.1) Mossdale Tract Area Urban Flood Risk Reduction (UFRR) Study - Contract with Peterson Brustad, Inc. for the Completion of the Study (Information Only)
  - 4.2) Status Update and Approval for Scope and Budget Amendment for Ongoing Implementation Planning Support
- 5. ORAL REPORT FROM EXECUTIVE DIRECTOR**
  - 5.1) This is an opportunity to provide timely information to the Board in support of its work

**6. PUBLIC COMMENTS**

**7. BOARD QUESTIONS, COMMENTS, ACTIONS**

**8. CLOSED SESSION**

8.1) Dominick Gulli v. San Joaquin Area Flood Control Agency; ICF International, Inc.; Peterson and Brustad, Inc; Moffat and Nichol.  
Case No. STK-CV-UWM-2015-0011880

8.2) San Joaquin Area Flood Control Agency v. Stockton Golf and Country Club  
Case No. STK-CV-UED-2019-11392

**9. ADJOURNMENT**

In compliance with the Americans with Disabilities Act, the meeting room is wheelchair accessible and disabled parking is available. If you have a disability and need disability-related modifications or accommodations to participate in this meeting, please contact the Board's office at (209) 937-7900 or (209) 937-7115 (fax). Requests must be made one full business day before the start of the meeting.

# **Agenda Item 3.1**

**MINUTES  
SAN JOAQUIN AREA FLOOD CONTROL AGENCY  
BOARD MEETING OF JANUARY 16, 2020**

---

CITY COUNCIL CHAMBERS, STOCKTON, CALIFORNIA

---

**1. CALL TO ORDER / ROLL CALL 9:01 AM**

Roll Call

Present:

Director Morowit  
Director Wright  
Diane Lazard  
Director Singh  
Director Andrade  
Director Miller  
Director Akinjo  
Director Nuño

Absent:

Director Winn

**2. PLEDGE TO FLAG 9:02 AM**

**3. ELECTION OF OFFICERS 9:02 AM**

3.1) Elect a Chair and Vice-Chair for the SJAFCA Board of Directors

***Nomination made to elect Director Singh from the City of Manteca as Chair of SJAFCA for a term of one year.***

**Motion:** Approve nomination to elect Director Singh from the City of Manteca as Chair of SJAFCA for a term of one year.

**Moved by:** Director Miller, seconded by Director Wright

**Vote:** Motion carried 8-0

**Yes:** Director Morowit, Director Wright, Director Lazard, Director Singh, Director Andrade, Director Miller, Director Akinjo, Director Nuño

**Absent:** Director Winn

***Nomination made to elect Director Winn from San Joaquin County Flood Control and Water Conservation District as Vice-Chair of SJAFCA for a term of one year.***

**Motion:** Approve nomination to elect Director Winn from San Joaquin County Flood Control and Water Conservation District as Vice-Chair of SJAFCA for a term of one year.

**Moved by:** Director Miller, seconded by Director Akinjo

**Vote:** Motion carried 8-0

**Yes:** Director Morowit, Director Wright, Director Lazard, Director Singh, Director Andrade, Director Miller, Director Akinjo, Director Nuño

**Absent:** Director Winn

**AGENDA ITEM 3.1**

3.2) Recognition of Outgoing Chair **9:06 AM**

**PUBLIC COMMENT**

- Dominick Gulli **9:18 AM**

**4. CONSENT ITEMS 9:19 AM**

*Items 4.4 and 4.5 were pulled for discussion.* **9:20 AM**

4.1) Approve minutes of the Board meeting of November 7, 2019

4.2) Adopt Resolution to accept Independent Auditor's Report and Financial Statements for the fiscal year ending June 30, 2018

4.3) Approve Amendment No. 2 to Task Order No. 6 to the Consultant Contract with Peterson Brustad, Inc., for additional services for the Smith Canal Gate Project

**PUBLIC COMMENT**

- Dominick Gulli **9:21 AM**

**Motion:** Approve Consent Items 4.1, 4.2 and 4.3

**Moved by:** Director Andrade, seconded by Director Morowit

**Vote:** Motion carried 8-0

**Yes:** Director Morowit, Director Wright, Director Lazard, Director Singh, Director Andrade, Director Miller, Director Akinjo, Director Nuño

**Absent:** Director Winn

4.4) Approve an Agreement with Kim Floyd Communications to provide Public Outreach Services for the Mossdale Tract Program and other Agency-Wide Flood Risk Management Programs as described in the 2019 Strategic Plan **9:24 AM**

**PUBLIC COMMENT**

- Dominick Gulli **9:34 AM**

**Motion:** Approve Consent Item 4.4

**Moved by:** Director Wright, seconded by Director Miller

**Vote:** Motion carried 8-0

**Yes:** Director Morowit, Director Wright, Director Lazard, Director Singh, Director Andrade, Director Miller, Director Akinjo, Director Nuño

**Absent:** Director Winn

4.5) Approval of Task Order Amendment for Implementation of the Mossdale Tract Area Urban Level of Flood Protection (ULOP) Financing Plan **9:37 AM**

**PUBLIC COMMENT**

- Dominick Gulli **9:47 AM**

**Motion:** Approve Consent Item 4.5  
**Moved by:** Director Miller, seconded by Director Akinjo  
**Vote:** Motion carried 8-0  
**Yes:** Director Morowit, Director Wright, Director Lazard, Director Singh,  
Director Andrade, Director Miller, Director Akinjo, Director Nuño  
**Absent:** Director Winn

5. **NEW BUSINESS** 9:28 AM

5.1) Selection of Public Board Member – Review of Process 9:49 AM

*Director Morowit recused himself and left the room during the discussion of Item 5.1.*

**PUBLIC COMMENT**

- Dominick Gulli 10:03 AM

**Motion:** Approve Option 1: Comply with Board Resolution 19-07 which allows Public Member, Director Morowit, to complete the tenure scheduled to end in January 2021.  
**Moved by:** Director Akinjo, seconded by Director Miller  
**Vote:** Motion carried 8-0  
**Yes:** Director Morowit, Director Wright, Director Lazard, Director Singh,  
Director Andrade, Director Miller, Director Akinjo, Director Nuño  
**Absent:** Director Winn

*Director Morowit returned after the Board voted on Item 5.1.*

5.2) Briefing on Government Code Section 1090 (Information Only) 10:06 AM

**PUBLIC COMMENT**

- Dominick Gulli 10:19 AM

5.3) Consider Endorsing a Recommendation for San Joaquin County to Explore and Investigate a Potential Water-Related Sales Tax Measure 10:21 AM

**PUBLIC COMMENT**

- Dominick Gulli 10:47 AM

**Motion:** Endorse a recommendation for San Joaquin County to explore and investigate a potential Water-Related Sales Tax Measure  
**Moved by:** Director Morowit, seconded by Director Miller  
**Vote:** Motion carried 8-0  
**Yes:** Director Morowit, Director Wright, Director Lazard, Director Singh,  
Director Miller, Director Akinjo, Director Nuño  
**Abstain:** Director Andrade  
**Absent:** Director Winn

6. **ORAL REPORT FROM EXECUTIVE DIRECTOR** 10:50 AM

6.1) This is an opportunity to provide timely information to the Board in support of its work  
*The information presented was received and discussed by the Board.*

**7. PUBLIC COMMENTS 10:56 AM**

- Dominick Gulli

**8. BOARD QUESTIONS, COMMENTS, ACTIONS 11:02 AM**

*There were no comments or questions.*

**9. CLOSED SESSION 11:05 AM**

**PUBLIC COMMENT**

- Dominick Gulli 11:05 AM

9.1) Dominick Gulli v. San Joaquin Area Flood Control Agency; ICF International, Inc.; Peterson and Brustad, Inc; Moffat and Nichol.

Case No. STK-CV-UWM-2015-0011880

9.2) San Joaquin Area Flood Control Agency v. Stockton Golf and Country Club

Case No. STK-CV-UED-2019-11392

*Counsel had no updates regarding Closed Session items and the Board had no additional questions for Counsel. In light of this, Closed Session was cancelled.*

**10. ADJOURNMENT 11:08 AM**

The meeting adjourned at 11:08 AM. The next meeting is scheduled for 9:00 AM on February 20, 2020.



---

CHRIS ELIAS  
EXECUTIVE DIRECTOR  
SAN JOAQUIN AREA FLOOD  
CONTROL AGENCY

# **Agenda Item 4.1**

February 20, 2020

TO: San Joaquin Area Flood Control Agency

FROM: Chris Elias, Executive Director

SUBJECT: **MOSSDALE TRACT AREA URBAN FLOOD RISK REDUCTION STUDY – CONTRACT WITH PETERSON BRUSTAD, INC. FOR THE COMPLETION OF THE STUDY**

**RECOMMENDATION**

Receive informational update on the status of the transfer of a grant agreement from the City of Lathrop to the San Joaquin Area Flood Control Agency

**DISCUSSION**

**Background**

On March 1, 2017, the City of Lathrop (City) entered into a cost-share agreement with the California Department of Water Resources for an Urban Flood Risk Reduction Program Grant. The \$10-million grant was awarded to the City to prepare a planning and early design documents for added improvements to Reclamation District (RD) 17 levees to attain 200-year level of flood protection in Mossdale basin in compliance with the requirements of Senate Bill (SB) 5.

The Overall Work Plan of the Grant includes:

- Detailed scope of work for the Phase 1 Feasibility Study - 4 Elements,
- Generalized scope for Phases 2 (CEQA), and
- Generalized scope for Preliminary Design.

Additional budget information is shown on Table 1.

**Table 1**

Phase	Element	Description	Budget	In Kind Credit (IKC) Spent Through 3/31/16	IKC Estimate 4/1/16 through 6/30/16	To be Billed Under Grant Agreement
1- Study	1	Funding Recipient Project Management	\$100,000	\$60,639		\$39,361
	2	200-yr Freeboard Analysis and Without-Project Floodplain Mapping	\$108,796	\$108,796		
	3	ULDC Analysis, ID Deficiencies	\$2,620,921	\$2,345,971	\$274,950	
	4	Additional Work to Complete Study Amendment 2	\$667,000 \$499,670			\$667,000
<b>Subtotal Phase 1</b>			<b>\$3,996,387</b>	<b>\$2,515,406</b>	<b>\$274,950</b>	<b>\$706,361</b>
2- (CEQA)	All		\$1,500,000			\$1,500,000
3- (Prelim. Design)	All		\$4,503,613			\$5,003,283
<b>TOTALS</b>			<b>\$10,000,000</b>	<b>\$5,030,812</b>	<b>\$549,900</b>	<b>\$7,916,005</b>

 Activities completed by City of Lathrop as of December 31, 2019.

**MOSSDALE TRACT AREA URBAN FLOOD RISK REDUCTION (UFRR) STUDY -  
CONTRACT WITH PETERSON BRUSTAD, INC. FOR THE COMPLETION OF THE STUDY**  
(Page 2)

As part of SJAFCA's expansion to include the Cities of Lathrop and Manteca, on February 26, 2018, the SJAFCA Board authorized staff to enter into the following agreements for the UFRR Program:

- Assignment agreements or equivalent agreements with State of California Department of Water Resources and the City of Lathrop to assume the role of funding recipient for the "Reclamation District 17 Phase 4 Levee Improvement Project", and
- Assignment agreements or equivalent agreements with City of Lathrop and Peterson Brustad Inc., to prepare the UFRR Feasibility Study for the "Reclamation District 17 Phase 4 Levee Improvement Project".

As part of the deliberation on February 26, 2018, the Board also approved funding to implement the assigned UFRR agreement so that the on-going work would continue uninterrupted. Currently, the City of Lathrop's contract with PBI for the Phase 1, Element 4 Feasibility Study under the Grant is approximately 80% complete. SJAFCA has amended the grant agreement with DWR to complete the tasks listed in the unshaded area in Table 1 above.

Present Situation:

As the UFRR Grant contract is currently being assigned from the City of Lathrop to SJAFCA, SJAFCA entered into a Consultant Contract with PBI for \$531,668.77 for the completion of the work on Phase 1, Element 4. PBI'S contract will cover the work between January 1, 2020 and July 31, 2020. The project work effort and costs are shown in Table 2, below.

**Table 2. Phase 1 Element 4 Estimated Project Work Effort and Cost**

<b>Task</b>	<b>UFRR Budget, incl. Amendment 2</b>	<b>Spent thru 12/31/19 Under City of Lathrop Agreement</b>	<b>Remaining Budget, This Agreement</b>
1. Project Management	\$231,058.00	\$98,647.62	\$132,410.38
2. H&H Refinement	78,356.00	68,833.81	0*
3. Summarize Front End	29,933.00	11,875.50	18,057.50
4. Alternatives Analysis	372,786.00	287,007.81	85,778.19
5. Preferred Plan Refinement and Revision of Basin Plan	125,043.00	1,968.23	123,074.77
6. Study Report	311,238.00	166,668.26	144,569.74
Contingency	18,256.00	0	27,778.19*
<b>Totals</b>	<b>\$1,166,670.00</b>	<b>\$635,001.23</b>	<b>\$531,668.77</b>

\* Unspent budget from Task 2 moved to contingency

FINANCIAL SUMMARY

An amount of \$523,956 was included within the Board-approved Mossdale Tract Program

February 20, 2020

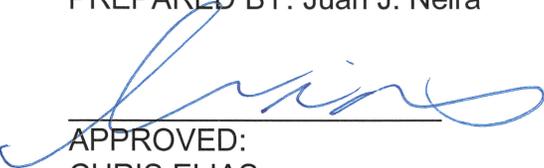
**MOSSDALE TRACT AREA URBAN FLOOD RISK REDUCTION (UFRR) STUDY -  
CONTRACT WITH PETERSON BRUSTAD, INC. FOR THE COMPLETION OF THE STUDY**

(Page 3)

---

budget for Peterson Brustad's contract. These funds are available to cover the costs of this contract and will be cost-shared 50/50 with the State through the Urban Flood Risk Reduction (UFRR) grant that has been re-assigned to SJAFCA from the City of Lathrop. There is no net fiscal impact to the budget for this contract.

PREPARED BY: Juan J. Neira



---

APPROVED:  
CHRIS ELIAS  
EXECUTIVE DIRECTOR

CE:JN:dc

# **Agenda Item 4.2**

February 20, 2020

TO: San Joaquin Area Flood Control Agency

FROM: Chris Elias, Executive Director

SUBJECT: **STATUS UPDATE AND APPROVAL FOR SCOPE AND BUDGET AMENDMENT FOR ONGOING IMPLEMENTATION PLANNING SUPPORT**

### RECOMMENDATION

Receive an informational update on the status of the Implementation Plan development and next steps associated with executing the overall Board-adopted Strategic Plan.

Adopt a resolution authorizing the Executive Director to negotiate and execute Amendment No. 2 to the Contractual Services Agreement for Organizational Planning services. See **Attachment 4**.

### DISCUSSION

#### Background

In December 2018, SJAFCA and Larsen Wurzel & Associates, Inc. (LWA) entered into a contract for organizational planning services. That effort only initiated the first task to develop a Strategic Plan. The Strategic Plan was adopted at the September 2019 Board of Director's meeting and is now posted and made available on SJAFCA's website (<https://www.sjafca.com/pdf/2019StrategicPlan.pdf>).

SJAFCA's Strategic Plan sets the framework for the agency's actions and decisions. It contains the agency's mission statement, goals and objectives; it also includes priority actions that support its ongoing work. This was informed by a public input, staff and board member workshops, a public questionnaire and meetings with stakeholders. A summary of the Strategic Plan key points is included as **Attachment 1** to this report.

#### Present Situation

In July 2019, SJAFCA extended LWA's contract and executed additional scope to prepare an Implementation Plan to support the ongoing organizational planning, coordination, consolidation, and prioritization of the short-term and long-term activities of the agency.

While a strategic plan is policy focused, an implementation plan is execution focused. It complements the strategic plan by defining the "how," "who" and "when." It involves identifying and prioritizing projects and resources that directly support the accomplishment of SJAFCA's mission as described through the Strategic Plan. The implementation plan identifies and evaluates existing and potential funding sources in support of establishing a program-level financial strategy. It is a living document, to be updated on a regular basis, and may be expanded to include a program-level financial plan as part of SJAFCA's overall capital improvement program.

### **AGENDA ITEM 4.2**

**STATUS UPDATE AND APPROVAL FOR SCOPE AND BUDGET AMENDMENT FOR ONGOING IMPLEMENTATION PLANNING SUPPORT** (Page 2)

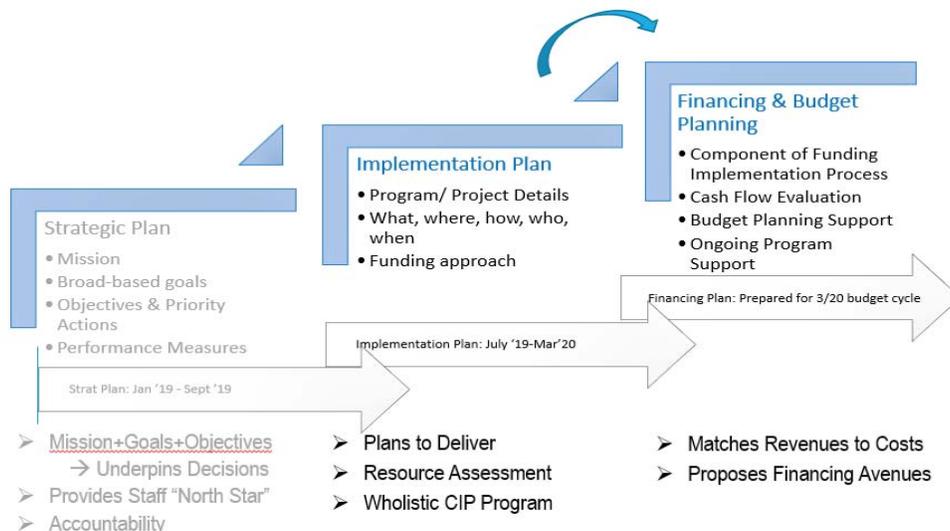
The implementation planning efforts included the following:

- literature reviews and research into ongoing and potential program (e.g. current project, potential projects, prior studies and program materials),
- organization of project activities, scopes, timelines, costs;
- staff and consultant feedback sessions;
- in-depth project-level review and feedback workshop with member agency staff;
- participation in ongoing staff meetings;
- preparation and coordination of a request for qualifications (RFQ) in order to position resources to support the program’s implementation;
- development of project and program level tools to support the ongoing delivery of capital improvement projects;
- development of program cost projection tool;
- development of project fact sheets;
- draft technical memorandum.

An example of a project sheet created as part of the implementation planning process is provided as **Attachment 2**.

Next Steps

Draft materials are being updated based on feedback from the SJAFCA team and are scheduled to be transmitted for final review/feedback in February. The implementation planning process and its materials significantly inform the upcoming budget cycle and future year budget years. The project details found in the implementation plan have fiscal implications for the agency. Therefore, this process is integral to the upcoming budget planning cycle, and the information contained within are intended to be updated, amended, and further refined as projects develop throughout the fiscal year. The figure below diagrams the prior and forthcoming steps as it pertains to implementing and budgeting for the agency’s programs.



**STATUS UPDATE AND APPROVAL FOR SCOPE AND BUDGET AMENDMENT FOR ONGOING IMPLEMENTATION PLANNING SUPPORT** (Page 3)

Because these materials are tools to support the capital improvement program and its development, it is expected that ongoing maintenance and updates to the referenced material will require periodic reviews and changes to reflect progress and ensure they are aligned with the Agency's direction.

Because of the upcoming budget cycle and the developing nature of the program, staff proposes a budget and scope amendment to: 1) finalize the implementation plan, 2) engagement during the budget planning cycle, 3) provide ongoing support to the maintenance of the tools and project details, 4) attend regular and ad-hoc staff coordination meetings, and 5) attend periodic Board meeting. Participation in regular staff meetings is integral to a consistent and periodic update required for the implementation plan and the associated budget planning cycle. Therefore, staff has requested a budget augmentation of \$56,965, and an updated scope of work is included as **Attachment 3** to this Board report.

FISCAL IMPACT

There are adequate funds in the operating budget to cover this \$56,965 budget amendment.

Strategic Plan Consistency Analysis

The material found in this report is consistent with Goal #1 of the Board-adopted Strategic Plan, "Plan for and Implement System Resiliency." Under this goal, the Agency is planning for its short-term project development needs and estimating long-term requirements to deliver the overall mission of the organization.

PREPARED BY: Adam Riley, P.E., Larsen Wurzel & Associates, Inc. – Agency Consultant

APPROVED BY:

  
\_\_\_\_\_  
CHRIS ELIAS  
EXECUTIVE DIRECTOR

Attachment:

1. Strategic Plan Summary Points
2. Implementation Planning Product Example
3. Budget and Scope Augmentation Request for Organizational Planning (February 2020)
4. Draft of Resolution 20-09

## Status Update for Implementation Planning

# Attachment 1

## Strategic Plan Summary Points

### Mission Statement:

“Reduce and Manage the Region’s Flood Risk”

### Goals:

1. Plan for and Implement System Resiliency
2. Drive for Operational Transparency
3. Facilitate Funding Structures that are Most Beneficial to Local Interests
4. Support Appropriate, Mutually Beneficial Partnerships
5. Promote Public and Institutional Awareness

**Objectives** that support the goals are provided below in the graphic.

	Goal #1 Plan for and Implement System Resiliency	Goal #2 Drive for Operational Transparency	Goal #3 Facilitate Funding Structures that are Most Beneficial to Local Interests	Goal #4 Support Appropriate, Mutually Beneficial Partnerships	Goal #5 Promote Public and Institutional Awareness
1	Deliver projects and programs consistent with State and Federal regulatory requirements.	✓		✓	
2	Identify and implement local and/or regional funding mechanisms; maximize State and Federal investment in the region for flood risk reduction efforts.		✓	✓	
3	Develop public outreach programs to maximize public and institutional awareness and involvement.	✓			✓
4	When appropriate, optimize partnerships and integrate flood risk reduction efforts with local maintaining agencies.		✓	✓	✓
5	Identify and include system resiliency needs in project development.	✓			
6	Monitor potential impacts to the system and advocate for Agency's needs.	✓	✓		✓
7	Pursue multi-benefit approaches to incentivize investments from non-traditional funding sources and promote system resiliency and resource mitigation.		✓	✓	

### Priority Actions:

- **Action 1:** Advocate and support USACE initiating a first increment of construction on the Lower San Joaquin River Project, CA by 2021.
- **Action 2:** Complete construction of the Smith Canal Closure Structure to achieve flood risk reduction and submit package for LOMR to FEMA by 2022.

**Strategic Plan Summary Points**

---

- **Action 3:** Submit request to USACE for credit associated with Smith Canal Project construction within six months of project close-out.
- **Action 4:** Support USACE in initiating Phase 2 of the Federal Lower San Joaquin River Feasibility Study by 2020.
- **Action 5:** Complete the Mossdale Urban Flood Risk Reduction (UFRR) Study by spring 2020 and, in partnership with the State, engage USACE through a Flood Plain Management Services (FPMS) Agreement.
- **Action 6:** Achieve 200-year level of protection in the Mossdale Tract Area by 2025 and present adequate progress reporting until improvements are complete.
- **Action 7:** Update project development plans to account the Climate Change Adaptation Policy for Mossdale based on current climate information by 2020; continue evaluating program for the adaptation policy in light of future climate information.
- **Action 8:** Complete formation of the funding program including an Overlay Assessment and Enhanced Infrastructure Financing District for the Mossdale Tract Area by August 2020.
- **Action 9:** Document the capital improvement plan to implement SJAFCA's objectives that defines the "who", "what", "where", "when", "how", and funding approach by March 2020.
- **Action 10:** Develop and implement a public awareness program that supports each project and the agency's mission.
- **Action 11:** Engage and nurture strategic relationships with local, state and federal officials, business community, non-governmental organizations and other stakeholder groups.
- **Action 12:** Partner with DWR/CVFPB to evaluate system improvement options consistent with CVFPP and regional needs; identify a path forward by the end of 2020.

# Status Update for Implementation Planning

## Attachment 2

### Implementation Planning Product Example

**Project Summary**

**SJAFCA Implementation Plan  
2019-2024**

Project Name: Lower San Joaquin River Ca Project (LSJRP)		Proj ID: 1
Total Project Cost (M): \$ 1,300	Cost Sharing Partners: USACE	65%
Start Date: 2019	CVFPB/DWR	24.50%
Est. Completion: 2030	SJAFCA	10.50%

**Project Description**

This is a Federally authorized construction project supported by the Lower San Joaquin River Feasibility Study. The work includes constructing 40.4 miles of improvements to the flood system in north and central Stockton, which consists of cutoff walls, seismic fixes, levee raises, new setback levee, levee reshaping, erosion protection, two closure structures (Fourteen-mile Slough and Smith Canal). This authorized project includes the Smith Canal Gate Project, which is currently being led by SJAFCA. The first increment of work includes approximately 1-mile along the Delta Fronts Area at a total design cost of approximately \$6.3M with estimated construction start in 2021 subject to Federal appropriations.

This project summary incorporates all features and costs contained in more detailed project summaries to include LSJR Project first increment design, LSJR Project first increment construction, LSJR Project second increment design, LSJR Project second increment construction, and Smith Canal.

**Project Benefits & Link to Goals, Objectives and Priorities**

Reduces risk to 122,000 people, 80,000 structures and 28.7B in property. Federal benefit/cost ratio (BCR) is 7.1 to 1.

Fiscal Year	Current Budget Year	2019/20	2020/21	2021/22	2023/24	2024+ (Balance)	Total*
Total Capital Costs (\$1,000)		6,300	117,330	1,000	85,161	71,988	932,486 1,338,382
Total SJAFCA Costs		662	1,193	1,000	8,942	7,559	125,944 145,655
SJAFCA Revenue							
[Identified Source]							
Unidentified Source							

\*Project authorized at \$1.3 billion with 3% annual inflation and 3% annual escalation assumption.

Calendar Year	2021	2022	2023	2024	2025	Beyond
Planning	→					
Design	→					
Construction	→					

References:

[https://www.spk.usace.army.mil/lower\\_sj\\_river/](https://www.spk.usace.army.mil/lower_sj_river/)

[https://www.sjafca.com/lower\\_sj\\_river\\_feasibility.php](https://www.sjafca.com/lower_sj_river_feasibility.php)

**Implementation Planning Product Example**

Project Summary		SJAFCA Implementation Plan 2019-2024					
Project Name:	Smith Canal Gate	Project ID:	#				
Total Project Cost:	\$65M	Cost Sharing Partners:	USACE	65%			
Const Start Date:	Feb-20		CVFPB/DWR	24.50%			
Est. Completion:	Nov-21		SJAFCA	10.50%			
Project Description							
<p>The Smith Canal Project came about as a result of FEMA mapping in 2009. This project was identified as an essential element of protection in various flood publications and is a component of the Federal Lower San Joaquin River Project. Planning and design work began many years ago and the project is currently going to construction.</p> <p>Work includes a floodwall with operable gates to provide flood protection to approximately 8k parcels, which were previously subject to FEMA remapping and mandatory flood insurance.</p> <p>Total Project Costs reflect sunk costs, current budgeted costs and expected costs to complete the project. Construction is expected to begin in February 2020 and complete in November 2021.</p>							
Project Benefits & Link to Goals, Objectives				Priority Actions			
<p>Provides protection to approximately 8,000 parcels previously subject to FEMA's base flood.</p> <p>Project is part of the LSJRP, fits in with the current SJAFCA Priority Actions found in the Strategic Plan:                      #2 Priority Action: Complete Construction of the Smith Canal Closure Structure, and                      #3 Priority Action: Submit request to USACE for credit for the Smith Canal Project construction</p>							
Fiscal Year	Current Budget Year	2020/21	2021/22	2022/23	2023/24	2024+ (Balance)	Total*
Total Capital Costs	8.0	40.0	9.1	0	0	0	57.3
Total SJAFCA Costs	0	3.367	3.367	0	0	0	21.201
SJAFCA Revenue		14.8	3.367	0	0	0	21.201
Property Assessed***	3.0	14.8	3.367				21.201
							0
*Does not include prior expenditures							
**Revenue reflects that Capital Works and does not reflect on-going O&M revenue that the project may have.							
Calendar Year	2020	2021	2022	2023	2024	2025	Beyond
Planning	→						
Design	→	→					
Construction	→	→	→				
References: <a href="https://www.sjafca.com/smith_canal_closure.php">https://www.sjafca.com/smith_canal_closure.php</a>							



LARSEN WURZEL  
& Associates, Inc.

2450 Venture Oaks Way, Suite 240 • Sacramento, CA 95833

[www.larsenwurzel.com](http://www.larsenwurzel.com)

February 3, 2020

VIA EMAIL

Mr. Chris Elias, Executive Director  
San Joaquin Area Flood Control Agency  
22 East Weber Avenue, Room 301  
Stockton, CA 95202  
Email: [Chris.Elias@stocktonca.gov](mailto:Chris.Elias@stocktonca.gov)

**RE: Budget and Scope Augmentation Request for Organizational Planning**

Mr. Elias,

Larsen Wurzel & Associates, Inc. (LWA) very much appreciates the opportunity to work with the San Joaquin Area Flood Control Agency (SJAFCA) on its organizational planning. Since December 2018, LWA has been working with SJAFCA on the development and implementation of a Strategic Plan. The Strategic Plan was adopted by the SJAFCA Board of Directors during its September 2019 Board meeting. Following that action, LWA has supported SJAFCA with the development of the implementation plan, which consists of tools and draft deliverables to be used in program planning and yearly budgeting processes as part of the overall capital improvement program.

LWA proposes this budget augmentation proposal for your consideration. It includes estimated hours to complete transmittal of the final draft implementation plan tools and resources as well as support the overall program planning, upcoming budgeting cycle for 2020/2021, and maintain the planning tools on an ongoing and as needed basis. Therefore, this contract amendment includes a revision to the scope and budget for Task 3, Implementation Plan Development. The detail associated with this amendment is provided as an attachment to this letter.

The estimated cost increase to provide the attached additional scope of services under Task 3 is \$56,965.

Please let me know if you have any questions or comments on the attached scope of services. Based upon our prior experience with SJAFCA, LWA assumes that if SJAFCA desires to proceed with these services SJAFCA would prepare a Contract Change Order to authorize this work. Again, thank you for the opportunity to work with you on this effort.

# ATTACHMENT - 3

---

Mr. Chris Elias  
Re: Budget and Scope Augmentation Request – Change Order No. 2  
for Organizational Planning  
February 3, 2020

If you have any questions or would like to discuss this further, please do not hesitate to contact me at (530) 633-7384 or Adam Riley at (530) 400-4344 at your convenience.

Sincerely,



Seth Wurzel, CGFM  
Principal

SMW:aar

**Attachment:**

SJAFCA Organizational Planning Services Scope of Work and Budget for Implementation Plan,  
February 3, 2020

## **SJAFCA Organizational Planning Services Change Order #2 Implementation Plan**

### **Introduction**

The organizational planning process began with the development of SJAFCA's Strategic Plan and continues with the development of its Implementation Plan, which started in July 2019. To date, draft deliverables associated with the Implementation plan include project-level sheets, project scoping, schedule, budget, and resource documentation; budget planning financial projection tools, for both the short-term and long-term. These products are in a draft state, which require finalization but are expected to be living documents and tools, which require ongoing updates as the program sets its 2020/2021 budget and as it adjusts its capital improvement program over time.

This scope of services update describes the tasks and estimated level of effort to support to continue to support the San Joaquin Area Flood Control Agency (SJAFCA) for the ongoing implementation planning in the coming year.

### **Task 3: Implementation Plan Development**

The implementation plan seeks to define the overall program and break it down into actionable short-term and long-term projects. While a strategic plan is policy focused, an implementation plan is execution focused. It complements the strategic plan by defining the "how," "who" and "when." It involves identifying and prioritizing projects and resources that directly support the accomplishment of SJAFCA's mission as described through the Strategic Plan and Charter. The implementation plan identifies and evaluates existing and potential funding sources in support of establishing a program-level financial strategy. It is a living document, updated on a regular basis, and may be expanded to include a program-level financial plan as part of SJAFCA's overall capital improvement program.

To date, the implementation planning effort included literature review, organization of project activities, research into ongoing programs and potential programs, staff and consultant consultation and feedback sessions, in-depth project-level review and feedback workshop with member agency staff, participating in ongoing staff meetings, preparation and coordination of a request for qualifications (RFQ) in order to position resources to support program implementation, development of project and program level tools to support the ongoing delivery of capital improvement projects, and other support functions.

If determined by SJAFCA as a useful component of the implementation planning process, LWA proposes to transfer a draft suite of planning and program tools, make necessary adjustments, prepare various scenarios for budgeting and resource allocation, and support updates to the implementation plan and budget planning on an ongoing basis through the current contract period of November 2020.

Although much progress has been made with the implementation plan, additional time and funding is necessary to complete final deliverables as a result of more-than-expected coordination among staff, member agencies, and other consultants supporting SJAFCA. The budget and scope increase for Task 3 reflects the following assumed efforts:

- Document the process, tentative results, and suite of tools that were developed for the program;
- Complete the implementation cost projection toolset following project level feedback received from various SJAFCA staff and consultants;
- Provide support to the 2020/2021 budget planning cycle, which concludes in approximately May 2020 to ensure alignment with components found in the implementation plan and run various scenarios through the spreadsheet toolset prepared for the Implementation Plan;
- Provide ongoing maintenance of the implementation plan, which includes frequent update to cost projection assumptions, adjustments to priorities found in the planning tools, adjustment to revenue sources and assumptions, changes to schedule and resources required as a result of program developments (e.g. new information associated with USACE's Work Plan and/or budget cycle).
- Attend bi-monthly team coordination meetings and other ad hoc coordination meetings (e.g. with RDs)
- Attend some SJAFCA Board of Director's meetings on an as needed basis.

## *Cost Proposal*

LWA has developed a budget augmentation request to support the scope of work described above. The total net budget augmentation request is **\$56,965** bringing the total proposed authorization for all tasks associated with the Organizational Planning contract to \$153,340. LWA's updated cost proposal is presented in **Exhibit A**. LWA's 2020 rate sheet covering these services has been updated and is available in **Exhibit B**.

LWA charges for its services on a direct cost of time and materials basis up to a mutually agreed upon budget amount. The level of effort required is based upon LWA's best estimate of the described scope of services. There is a level of uncertainty with the respect to budget and the effort required to complete the identified scope of work and our budget is reflective of this uncertainty. As LWA has done in the past, LWA will work efficiently to manage the costs for this effort. LWA will communicate frequently with SJAFCA and the client team and will provide, on at least a monthly basis as part of our invoices, an update of the cumulative expenditures against the approved budgeted amount to provide as much advanced notice as possible if it is determined that the cost of the services could exceed the authorized budget.

# ATTACHMENT - 3

SJAFCA Organizational Planning: Change Order #2  
Implementation Plan  
February 3, 2020

## Exhibit A Cost Proposal

Larsen Wurzel & Associates, Inc. - Appendix A  
SJAFCA – Organizational Planning Services  
Budget Augmentation Request (Estimate)

Task/Description	LWA Staff Hours			LWA Staff Cost Subtotal	Direct Costs [1]	Task Total (Rounded)
	Principal	Associate Project Manager	Project Asst.			
<b>Task 3: Implementation Plan Development and Ongoing Administration</b>						
Task Coordination / Project Management	4	8	0	\$2,580		
Implementation Plan Documentation	8	58	0	\$13,896	\$120	
Implementation Plan On-going Maintenance	4	20	0	\$5,076	\$120	
2020/2021 Budget Planning Support	8	40	0	\$10,152		
Team Meeting Attendance	0	66	0	\$13,728	\$120	
Board Meetings	0	36	0	\$7,488	\$360	
Kim Floyd Communications [2]					\$5,000	
<b>Budget Augmentation Task 3</b>	<b>24</b>	<b>228</b>	<b>0</b>	<b>\$52,920</b>	<b>\$5,720</b>	<b>\$58,640</b>
Current Budget Expended to Date [3]						\$94,700
<b>Total Proposed Authorization</b>						<b>\$153,340</b>
Existing Budget Authorization						\$96,375
<b>Net Budget Augmentation Request</b>						<b>\$56,965</b>
<b>Billing Rates 2020</b>	<b>\$229</b>	<b>\$208</b>	<b>\$120</b>			
<b>TOTAL HOURS</b>	<b>24</b>	<b>228</b>	<b>0</b>			

[1] Direct costs include subconsultant expenses, travel (mileage from Sacramento), reproduction, conference call and other miscellaneous direct expenses including applicable mark up.

[2] KFC budget request reflects remaining budget previously authorized and not yet expended. This ensures that the remaining budget previously authorized is accounted for.

[3] Presents budget expenses through December 2019 services (rounded up to the nearest \$100) for all tasks. January 2020 hours are budgeted within the augmentation request.

# ATTACHMENT - 3

SJAFCA Organizational Planning: Change Order #2  
Implementation Plan  
February 3, 2020

**Exhibit B**  
**Larsen Wurzel & Associates, Inc.**  
**Hourly Rate Schedule**

Staff Billing Rates	2020*
Principal	\$229
Senior Consultant	\$239-\$281
Supervising Project Manager	\$229
Senior Project Manager	\$218
Associate Project Manager	\$208
Project Manager	\$198
Senior Technical Associate	\$187
Senior Associate	\$177
Associate	\$166
Senior Analyst	\$156
Analyst II	\$140
Analyst I	\$125
Supervising Engineer	\$224
Project Engineer	\$203
Associate Engineer	\$182
Assistant Engineer	\$161
CAD Tech/GIS Specialist	\$140
Junior Engineer	\$130
Intern	\$73
Senior Project Coordinator	\$140
Project Coordinator	\$125
Project Assistant	\$120
Technical Editor	\$104
Clerical Staff	\$86

**\*Rates increase on January 1st of each year.**

Automobile mileage is billed at the IRS federal reimbursement rate.

Professional services provided by others billed through LWA are billed at cost plus a service charge of 5%.

# ATTACHMENT - 4

## RESOLUTION NO. SJAFCA 20-07

### SAN JOAQUIN AREA FLOOD CONTROL AGENCY

=====

#### RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE AMENDMENT NO. 2 TO THE CONTRACTUAL SERVICES AGREEMENT FOR ORGANIZATION PLANNING SERVICES WITH LARSEN WURZEL & ASSOCIATES, INC.

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SAN JOAQUIN AREA FLOOD CONTROL AGENCY, AS FOLLOWS:

The Executive Director has been authorized to execute Amendment No. 2 to amend the budget of the Contractual Services Agreement for Organizational Planning Services with Larsen Wurzel & Associates, Inc. in the amount of \$56,965 (thus increasing the total cost of Task 3 from \$39,391 to \$96,356)

PASSED, APPROVED AND ADOPTED this 20<sup>th</sup> day of February 2020.

---

GARY SINGH, Chair  
of the San Joaquin Area  
Flood Control Agency

ATTEST:

---

CHRIS ELIAS, Secretary  
of the San Joaquin Area  
Flood Control Agency

APPROVED AS TO FORM:

---

SCOTT L. SHAPIRO, Legal Counsel  
for the San Joaquin Area  
Flood Control Agency

# **End of Agenda Packet**