



Legislation Text

File #: 2022-0368, **Version:** 1

To: Board of Directors, Sonoma County Water Agency
Department or Agency Name(s): Sonoma County Water Agency
Staff Name and Phone Number: Susanne Oliver 524-1155; Lynne Rosselli 524-3771
Vote Requirement: Majority
Supervisory District(s): Countywide

Title:

Sonoma Water Allocation Change Requests

Recommended Action:

Adopt a resolution effective May 3, 2022, to:

- A) Add one (1) full-time equivalent Accountant II in the Grants and Funded Projects Section of the Sonoma Water Administrative Services Division to provide a higher level of support in managing Sonoma Water's financial reporting of funded projects, invoicing reimbursable projects in EFS, maintaining financial compliance, and monitoring labor compliance for new and ongoing projects.
- B) Add one (1) full-time equivalent Building Mechanic II to the Maintenance Section of the Operations and Maintenance Division to relieve long term use of extra-help.
- C) Add two (2) full-time equivalent Water Agency Engineer IV allocations and delete two (2) vacant full-time equivalent Project Specialist allocations in the Engineering and Resource Planning Division. One position will provide construction management and design engineering for complex water, wastewater, and flood control projects, and the other will help implement Sonoma Water's Energy Policy and Climate Adaptation Plan approved by the Board in 2011 and 2021.
- D) Add one (1) full-time equivalent Systems Software Analyst to the Information Technology section to improve system stability, reliability, and security with a focus on implementing cybersecurity controls and leading various critical infrastructure upgrade projects.

Executive Summary:

Sonoma Water requests the addition of five key positions to effectively respond to our commitments to the community and achieve our strategic goals.

Accountant II - The Grants and Funded Projects group administers approximately 58 separate projects funded by federal and state grant programs, each requiring independent analysis and with reporting and reimbursement requests that must be submitted monthly, quarterly, or semi-annually. The complexity of reporting/invoicing to federal and state grant agencies has continued to increase and requires detailed documentation and strict adherence to state and federal regulations. The number of outside partners working collaboratively on Sonoma Water's grant funded projects continues to grow adding complexity to the suite of projects being managed. An Accountant II will provide support to the Grants and Funded Projects team by managing Sonoma Water's financial reporting of funded projects, invoicing all reimbursable projects in EFS, maintaining financial compliance applicable to the funding source, and monitoring labor compliance for new and ongoing projects.

Building Mechanic II - Sonoma Water Operations and Maintenance Division has been meeting its building maintenance needs through the use of extra-help Building Mechanic II's since 2011. Sonoma Water has three main facilities containing buildings and equipment that need regular maintenance, repair, and installation to remain operational. Keeping this building infrastructure in good repair and safe for staff is essential for continued operations. Given the ongoing nature of building mechanic work, the position is most appropriately staffed through permanent FTE resources.

Water Agency (WA) Engineer IV Construction Management - Sonoma Water Construction Management has been augmenting its service responsiveness through the use of a retiree extra help Engineer IV for the past three years. The full retirement of this resource along with projected future work increases necessitates replacing a vacant Project Specialist allocation with the addition of a full time WA Engineer IV. The WA Engineer IV allocation is the appropriate position as it can work autonomously and provide broad project responsibilities and technical design skills on complex water, wastewater and flood control projects beginning this upcoming 2022 construction season.

WA Engineer IV Energy and Climate - Sonoma Water needs additional engineering resources to implement the actions identified in our Board approved Climate Adaptation Plan. Many of the actions identified in the climate adaptation plan require planning, engineering analysis, and designing modifications of existing infrastructure to withstand increased flooding, intensities in precipitation, seasonal variability of precipitation, extended drought conditions, and wildfire.

Systems Software Analyst - Sonoma Water requires a Systems Software Analyst with the specialized skills to lead critical project work on network and server infrastructure systems to address cybersecurity gaps, project backlog, and current workload for work in progress. This will ensure that cybersecurity controls are not being implemented in a timely fashion, systems are not receiving critical updates on time, and project backlog to clear deferred maintenance items is increasing faster than is cleared.

County HR has reviewed this request and concurs with the recommendation.

Discussion:

1.0 FTE Accountant II Add

In April 2017, the Board directed Sonoma Water to enter into agreements with three local Groundwater Sustainability Agencies (GSAs) to provide technical, outreach, and grant writing and administrative support. These agreements have resulted in six separate \$1 million grant awards, and support and administration of them is ongoing.

Grants and funded projects team has also prepared applications and is administering awards for project partners on behalf of the North Bay Water Reuse Authority (NBWRA) and the Sonoma-Marín Saving Water Partnership. As administrator of NBWRA, Sonoma Water is currently managing an \$8 million project with City of American Canyon and City of Petaluma through 2025. As administrator of the Sonoma-Marín Saving Water Partnership, Sonoma Water is managing a \$1.2 million project with City of Petaluma, North Marin Water District, City of Sonoma, and Valley of the Moon Water District through 2025. Additionally, Sonoma Water has a pending \$4 million application to USBR to implement water conservation rebate programs for nine cities and

agencies under the Sonoma-Marín Saving Water Partnership. Other complex projects recently receiving grant awards include \$2 million for the Russian River Watershed Water Supply Resiliency Project to develop long-term water resiliency strategies in the Russian River Watershed and \$6.9 million for the Santa Rosa Plain Water Supply Resiliency Project to rehabilitate drinking water wells to build resiliency for 600,000 people in Sonoma and Marin counties. Sonoma Water will administer all these grants and is responsible for project oversight and compliance reporting. In addition to grant financing, low interest loan programs available by both the Federal and State agencies will need to be utilized to accomplish several large projects in the next three to five years. These loan programs require a significant amount of work that is dependent on staff proficiency.

Work demands for the Grant and Funded projects team will increase in future years as funds from the \$1.75 trillion Bipartisan Building a Better America Law and increased State funding are made available through existing and new funding programs.

Adding an Accountant II will provide a higher level of support for the Administrative Services Officer I and Grants and Funded Projects section including the ability to take direct responsibility for managing Sonoma Water's financial reporting of funded projects, invoicing all reimbursable projects in EFS, maintaining financial compliance applicable to the funding source, and monitoring labor compliance for new and ongoing projects. The Accountant II will:

- Review consultant/contractor agreements related to specific projects to ensure compliance with state and federal laws and regulations.
- Develop, analyze, and finalize fiscal reports for funded projects that will be used to track project progress.
- Collaborate with project managers and grant specialists to meet reporting deadlines outlined in the funding agreement.
- Develop budgets for new grant applications and low interest loan programs that will assist with departmental budgets in regard to determining offsetting revenue for project expenses.
- Create and maintain cost accounting rules on grant related contracts within the County's Enterprise Financial System (EFS).
- Prepare financial summary reports for the Single Audit on an annual basis.

Alternatives analyzed included maintaining the current organizational structure (no change), hiring an extra help Accountant I/II, and hiring a consultant. With no change, current staff will continue to work more than 40 hours per week, increasing the likelihood of costly errors, missed deadlines, and staff burnout. In addition, opportunities to develop offsetting revenue for essential projects could be missed due to lack of resources. Hiring a consultant to do this work would not meet Sonoma Water's business needs. The Accountant I/II is required to work extensively within the county financial systems (Enterprise Financial System, OnBase, Simpler Systems) and consultants cannot have access to these systems. Providing the data to a consultant, explaining the complex rules that must be applied, and reviewing the accuracy of a consultant's work make this option more costly and impractical. Adding an Accountant II is more appropriate than hiring an additional extra help position. The work to be performed is ongoing, not temporary in nature, and requires the ability to interpret

data and independently solve issues related to regulatory compliance and fiscal reporting. The addition of an Accountant II will allow the Grants and Funded Projects section to better distribute work between the Administrative Services Officer I by offloading budget development for new funded projects, analyzing regulatory financial and labor compliance for each project, and monthly/quarterly/semi-annually reporting for active funded projects.

Primary Duties of the new position include:

- Participate in the bidding and contracting development process to ensure fiscal compliance with state and federal funding regulations.
- Review and update related consultant/contractor agreements to ensure costs meet all requirements established in the grant agreement.
- Funding agreement and amendment preparation/review
- Prepare and finalize budgets for new grant applications and low interest loan programs
- Sub-recipient monitoring to ensure project partners maintain program compliance
- Prepare, update, and finalize internal written procedures related to financial reporting on state and federal grant programs.

1.0 FTE Building Mechanic II Add

Adding 1.0 FTE Building Mechanic II allocation would allow Sonoma Water to hire a permanent full-time employee to address the work currently done by extra-help. Sonoma Water has previously filled this position with retiree extra-help who are already familiar with the systems in place for the past 10 years. This is no longer a sustainable solution, and Sonoma Water cannot continue to rely on this key position at an Extra-Help level. An in-house technician who can regularly monitor and become familiar with Sonoma Water's specific systems and set up, will be in a position to immediately notice, and repair, something that is not running "just right", thereby catching problems before they become an emergency and helping Sonoma Water avoid expensive repairs.

The on-going nature of the work is demonstrated by the long term and consistent use of extra-help. After considering other alternatives, Sonoma Water concluded it is more cost effective to manage this work internally.

- HVAC Alternatives
 - Create new agreements / start a new service contract with an HVAC company. This would cost thousands of dollars per building and would not provide immediate response to complete needed repairs.
 - Use of service technicians. This is also costly and often does not solve problems appropriately

or in a timely manner. Additionally, Sonoma Water would need to have staff available to provide access and monitor work. Depending on the work, this could require an EI Tech, which costs more than a Building Mechanic II.

- Hire an industrial hygienist consultant to preform airflow test and balance to maintain compliance with COVID airflow requirements.
- Access Control
 - Rely on an outside vendor to monitor and repair system. This would be difficult to coordinate with the IT department, and a simple repair could take months.
 - Utilize Sonoma Water IT to support Access Control. IT does not currently have capacity and would need to add staff to manage access to facilities as well as maintain accurate logs for contract tracing requirements.
- CCTV
 - Rely on Sonoma Water IT to manage this task. IT would need to add staff.
 - Hire a company to install and monitor a new CCTV system. This would be cost prohibitive.
 - Eliminate and discontinue CCTV use.
- Building Maintenance
 - All building electrical would need to be contracted out or done by an EI tech. Additional staffing would be needed at a higher cost.
 - SCADA and IT would need to hire more personnel to run network cable in buildings and cubicles.
 - The current process of replacing LEDs as lights burn out would be replaced by expensive capital improvement plans costing significantly more than the current approach.

Primary duties of the new position include:

- HVAC
 - Optimize and maintain HVAC system so SW can discontinue several service contracts saving upwards of \$5000 per building.
 - Emergency repair and troubleshoot (saving thousands more in emergency repair call outs to our contractors).
 - Install new HVAC install for new server rooms.

- Troubleshoot and repair air handler units.
- Maintain records of current system and provide valuable feedback to engineering team charged with the design of 404 HVAC replacement project
- Replace and monitor thermostats.
- Access Control
 - Install and connect electronic card readers on gates and doors.
 - Install, troubleshoot, and program electronic gates at various facilities.
 - Fix server and power supply issues at all of facilities with badge readers.
 - Complete help requests related to access control.
- CCTV
 - Install new cameras.
 - Troubleshoot network connection issues.
 - Regular maintenance at various sites.
 - Complete help requests related to camera positions.
- Building
 - Install and replace parking lot/streetlights.
 - Retrofit LED kits as needed (saves on large contract to upgrade everything at once.)
 - Install HVAC systems to maintain various new server rooms.
 - Install network cable, CCTV, and Access Control for SCADA and IT as needed.
 - Electrical Maintenance and repair in all office buildings.

2.0 FTE Engineer IV/Project Specialist Add/Delete

1.0 FTE in the Construction Management Section

Historically, the Construction Management Group had two WA Engineer IV positions. Three years ago, one of the two incumbents retired, and subsequently rejoined the group as retiree extra help. As a result, the Construction Management section was able to maintain the required service level with reduced permanent staffing. The retiree extra help WA Engineer is now fully retiring, and the Construction Management Group needs a permanent WA Engineer IV to maintain service responsiveness while also planning for future work

increases. The WA Engineer IV allocation is more appropriate than a Project Specialist as it can provide broader project responsibilities and technical design skills while working autonomously. Specifically, the WA Engineer IV will work on complex water, wastewater and flood control projects beginning in the upcoming 2022 construction season.

Construction Management considered other alternatives including using extra help and hiring consultants. Given the ongoing nature of the construction management workload, extra help is not feasible. Likewise, it would be inefficient to hire a consultant to fill this position as it would require a full-time consultant to provide ongoing support to the group. Additionally, as consultants and/or extra help change, they do not have the institutional knowledge, experience working with other Sonoma Water groups, or opportunity to build relationships with property owners so important to perform effectively in the Construction Management section.

Primary duties of this position include:

- Conduct review of contract documents for constructability issues before projects are advertised for bid. Prepare written comments to provide to the design engineer with an explanation of constructability issues.
- Support the Design Group by becoming a project manager or design engineer for projects.
- Work autonomously as a project manager with significant authority exercising professional judgment.
- Inspection of civil, mechanical, structural, electrical and control construction projects.
- Produce reports, analyze contractor data and interpret contract documents.
- Use construction documentation database and scheduling software to record and analyze construction projects and status.
- Attend meetings with colleagues, contractors, and representatives from regulatory agencies.
- Represent Sonoma Water while coordinating with Property Owners, regulatory agencies and construction contractors.

1.0 FTE in the Climate/Energy Resources Section

The Energy Resources Group within the Sonoma Water Engineering and Resources Planning Division plans and implements Sonoma Water's Energy Policy and Climate Adaptation Plan approved by our board in 2011 and 2021, respectively. Many of the actions identified in the climate adaptation plan require planning, engineering analysis, and designing modifications of existing infrastructure to withstand increased flooding, intensities in precipitation, seasonal variability of precipitation, extended drought conditions, and wildfire. In evaluating infrastructure vulnerabilities, Sonoma Water has identified several project concepts in the approved Local Hazard Mitigation Plan. However, before Sonoma Water can apply for Federal Emergency Management Agency (FEMA) and other implementation grants, necessary engineering planning is needed to develop project concepts into actual engineering projects. Currently Sonoma Water lacks the dedicated staff resources to address known vulnerabilities and seek state and federal grants. This is especially critical with federal

funding available through the Infrastructure Investment and Jobs Act. Without additional engineering resources, Sonoma Water will continue to be hampered in its ability to improve the resiliency of facilities or access funding opportunities.

The Project Specialist who was instrumental in developing the Climate Adaptation Plan has recently retired, and Sonoma Water requests to delete this allocation and add an WA Engineer IV to design and implement the Climate Adaptation Plan. An Engineer will be able to perform condition assessments, alternative engineering feasibility evaluations, preliminary engineering design, and detailed engineering design of systems to ensure water, wastewater, and flood control infrastructure and the natural and working lands within the watershed can continue to be resilient to the impacts of climate change. In addition, an Engineer will be able to ensure that other infrastructure planning activities address climate risks in their designs. A top priority for Sonoma Water is flood proofing the riverbank infiltration water pumping system, which in a flood event could render the water delivery system out of order for weeks or months. Another priority to be addressed is evaluating alternate water treatment system options to handle degrading Russian River water quality due to flood and debris runoff from wildfire impacted areas upstream of the river diversion system. Evaluating regional opportunities to capture winter river water through Flood Managed Aquifer Recharge (Flood MAR) or Aquifer Storage and Recovery (ASR) is an additional important priority.

In evaluating alternatives, Sonoma Water concluded it would be cost effective to hire a consultant to fill this position as the work is full-time and would require an engineer to manage the consultant. Additionally, consultants change frequently, which compromises consistency and the ability to develop institutional knowledge and develop important relationships with other Sonoma Water divisions and stakeholders. An internal resource will more effectively collaborate and earn trust of regional entities within the watershed whose landscapes Sonoma Water needs to work as since they impact water quality, water retention, flood resilience, groundwater recharge, and wildfire resilience.

Primary duties of the new position include:

- Perform condition assessments, alternative engineering feasibility evaluations, preliminary engineering design, and detailed engineering design of systems to ensure the resilience of infrastructure and watershed lands to the impacts of climate change.
- Ensure other infrastructure planning activities address climate risks in their designs.
- Develop strategies to flood proof riverbank infiltration water pumping system, which in a flood event could render our water delivery system out of order for weeks or months.
- Evaluate alternate water treatment system options to handle degrading Russian River water quality due to flood and debris runoff from wildfire impacted areas upstream of river diversion system.
- Evaluate regional opportunities to capture winter river water through Flood Managed Aquifer Recharge (Flood MAR) or Aquifer Storage and Recovery (ASR).
- Develop a Watershed Resilience Program that focuses on healthy headwaters, hydrologic and sediment management, land and vegetation management for flood attenuation, and water quality benefits during extreme hydrologic events post- wildfire.

- Increase Stormwater Detention and Recharge by enhancing detention, infiltration, and groundwater recharge.
- Develop regional water supply strategies beyond Sonoma Water's infrastructure to diversify water supply and demand and reduce regional water supply risks.

1.0 FTE Systems Software Analyst Add

Sonoma Water's critical network and server infrastructure systems require regular, extensive, and highly technical work including ensuring significant security and resiliency requirements are met. From a review of cybersecurity gaps, project backlog, and current work in progress, it is clear additional staff with specialized technical skills is required. Cybersecurity controls are currently not being implemented in a timely fashion, systems are not receiving critical updates on time, and project backlog to clear deferred maintenance items is increasing faster than is cleared. Some of these needs have previously been met by augmenting IT staff with Supervisory Control and Data Acquisition (SCADA) staff. However, as the SCADA system is well beyond end of life and extraordinary efforts are underway to bridge the existing system with a temporary fix pending a permanent solution, SCADA staff are no longer available. Given the current state of and critical nature of the SCADA system, using SCADA staff to support IT needs is not sustainable.

Given the importance of Sonoma Water's business and SCADA systems and an ever-increasing reliance on communications infrastructure and data, Sonoma Water requests an additional Systems Software Analyst (SSA). Adding this position is a cybersecurity priority for Sonoma Water and will permit the development of more reliable and secure technology infrastructure and improve ongoing technical system operations. The duties of the requested position will include highly technical system implementations and the subsequent ongoing maintenance and administration of these in support of our most critical technical infrastructure. Specifically, the SSA will be responsible for improving availability, stability, and security across Sonoma Water's broad technical portfolio. Over the next several years, the SSA will lead projects including implementation of cybersecurity auditing, compliance reporting, intrusion detection and prevention systems, software version control, the Computerized Maintenance Management System upgrade, physical security infrastructure upgrade, client and server software patching, patch automation, file services migration, critical system monitoring implementation, mobile device management implementation, sewer lateral program software implementation, data encryption implementation, Voice over IP upgrade or replacement, Advanced Metering Infrastructure upgrade, and carrier circuit audit. Once these systems are implemented, the SSA will work with the existing SSA to provide ongoing support and maintenance of those systems.

Sonoma Water analyzed alternative options including use of temporary (extra-help) workers, contractors, vendor outsourcing, and lower-level positions. The nature of the work requires substantial time to become appropriately familiar with highly technical systems and how those systems interrelate. Changes to one system impact several other systems or the entire enterprise. Therefore, building institutional knowledge is an important goal that cannot be met through extra help or contract work. Additionally, attempts to hire temporary staff at this level has failed as the job market for highly skilled IT staff is extremely competitive. The requirement of familiarity with technical system depth, breadth, and interrelatedness is persistent and staff require frequent operational direction from management. Therefore, this position is unsuited for contractors. Given the highly competitive IT job market, outsourcing this work to qualified personnel is costly and requires considerable attention from management to ensure qualified personnel are sourced and assigned, and

frequent turnover in outsourced personnel requires time-intensive retraining.

Primary duties of the new position include:

- Design, plan, implement, maintain, and administer server technologies such as: server virtualization, storage administration, Internet filtering, Active Directory authentication, email administration, and database administration.
- Lead critical projects to include software version control, Computerized Maintenance Management System upgrade, physical security infrastructure upgrade, client and server software patching, file services migration, critical system monitoring implementation, mobile device management implementation, sewer lateral program software implementation, data encryption implementation, and Advanced Metering Infrastructure upgrade.
- Local and wide area network infrastructure design, configuration, maintenance, and administration.
- Analysis and making informed recommendations to management and staff regarding new technology solutions and capacity impact for existing hardware, software, and processes.
- Monitor and analyze system capacity, performance, service levels, and compliance.
- Prepare design documentation, end user instructions, and operational procedures for systems including software version control, intrusion detection and prevention, security camera management, user authentication, endpoint security, and network security.
- Partner with vendors or cross-functional teams on support and project initiatives including Office 365 compliance management, Service Management implementation, and VOIP phone system upgrade and migration, cyber-security initiatives, migrating collaboration services from hybrid to cloud-hosted, and business continuity workflow development.
- Conduct cyber-security assessments, audits, remediation, and analysis.

Strategic Plan:

N/A

Sonoma Water Strategic Plan Alignment: Climate Change, Goal 1: Continuing improving our ability to respond and adapt to climate change.

Sonoma Water Strategic Plan Alignment: Information Technology, Goal 1: Increase security, usability and efficiency of Information Technology (IT) Systems.

Sonoma Water Strategic Plan Alignment: Our Organization, Goal 2: Strengthen Water Agency's management and administrative processes.

Adding the requested allocations will provide Sonoma Water with the appropriate staffing to continue efforts toward achieving these strategic goals.

Prior Board Actions:

N/A

FISCAL SUMMARY

Expenditures	FY 21-22 Adopted	FY22-23 Projected	FY 23-24 Projected
Budgeted Expenses	\$54,380	\$791,380	\$807,779
Additional Appropriation Requested			
Total Expenditures	\$54,380	\$791,380	\$807,208
Funding Sources			
General Fund/WA GF	\$54,380	\$791,380	\$807,208
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources	\$54,380	\$791,380	\$807,208

Narrative Explanation of Fiscal Impacts:

Salary and benefits are budgeted in the General Fund which is funded through property tax revenue and grants. The General Fund is reimbursed by our enterprise funds through the overhead rate using project costing. Sonoma Water's cost accounting system allocates labor costs to Sonoma Water projects specific to its enterprise funds.

Adding these allocations represents a total net increase in last quarter of FY 2021/2022 labor costs of \$27,038. For FY 2022/2023 the net increase for salary and benefits will be \$791,380 and \$807,208 for FY 2023/2024 assuming a 2% COLA each year. The budget adjustment for FY 2021/2022 can be absorbed in the existing budget. FY 2022/2023 and FY 2023/2024 appropriations will be budgeted in these fiscal years. See detail below:

- Adding a 1.0 FTE Accountant II represents an increase in labor costs in the last quarter of FY 2021/2022 of \$27,038 (based on an annual cost of \$162,225 prorated 2 months). For FY 2022/2023 the net increase for salary and benefits will be \$165,470, and \$168,779 for 2023/2024, assuming a 2% COLA each year.
- Adding a 1.0 FTE Building Mechanic II represents an increase in labor costs in the last quarter of \$27,342 for FY 2021/2022 of (based on an annual cost of \$164,050 prorated 2 months). For FY 2022/2023 the net increase for salary and benefits will be \$167,331 and \$170,678 for 2023/2024, assuming a 2% COLA each year.
- Adding 2.0 FTE WA Engineer IV allocations and deleting 2.0 FTE vacant Project Specialist allocations represents a net annual increase in labor costs of \$238,086 for FY 2022/2023 assuming a 2% COLA (based on hourly weighted rates of \$145.14 and \$89.03). For FY 2023/2024 the net increase for salary and benefits will be \$242,848, assuming a 2% COLA.
- Adding a 1.0 FTE Systems Software Analyst represents an increase in annual labor costs of \$216,170.

For FY 2022/2023 the net increase for salary and benefits will be \$220,493 and \$224,903 for FY 2023/2024, assuming a 2% COLA each year.

Staffing Impacts:			
Position Title (Payroll Classification)	Monthly Salary Range (A -I Step)	Additions (Number)	Deletions (Number)
Accountant II (0416)	\$5,936.12 - \$7,216.22	+1	0
Building Mechanic II (5335)	\$6,134.39 - \$7,454.50	+1	0
WA Engineer IV (1032)	\$12,463.58 - \$15,149.01	+2	0
Project Specialist (1036)	\$6,957.07 - \$8,458.05	0	-2
Systems Software Analyst (0118)	\$8,499.80 - \$10,331.24	+1	0

Narrative Explanation of Staffing Impacts (If Required):

If approved, this request will increase Sonoma Water's allocation tables as follows:

Accountant II from 2 to 3

Building Mechanic II from 0 to 1

WA Engineer IV from 19 to 21

Project Specialist from 3 to 1

Systems Software Analyst from 1 to 2

Attachments:

(1) Resolution

Related Items "On File" with the Clerk of the Board:

None