

## MEMORANDUM OF UNDERSTANDING

### I. Introduction

A. This Memorandum of Understanding (MOU) between the County of Shasta, a political subdivision of the State of California (COUNTY); the City of Redding, a municipal corporation (REDDING), the City of Anderson, a municipal corporation (ANDERSON), and the Shasta Area Safety Communications Agency, a joint powers agency (SHASCOM) hereinafter referred to as the PARTIES, shall serve to guide the activities of the PARTIES throughout the process of implementing a new integrated and jointly shared electronic Records Management (RMS), Jail Management, Mobile Data, In-field Reporting, Computer Aided Dispatch Systems (CAD), and County-Wide Message Switch, including server(s)/host equipment necessary to support those applications, collectively the system replacement project (SYSTEM).

### II. Background

A. The 'Integrated Public Safety' task force (IPS) is presently governed by a memorandum of understanding between the COUNTY, REDDING, AND ANDERSON, the '*Agreement for the Operation of the Integrated Public Safety System*' (IPS Agreement). The current five-year term IPS Agreement having been executed on June 4, 2013 establishes the ongoing mutual need and benefit of a shared Records Management System and the mechanism whereby the costs of that SYSTEM are shared between the COUNTY, REDDING, AND ANDERSON (Exhibit A). SHASCOM is not a party to the IPS Agreement.

B. IPS is governed by a three member board consisting of the Redding Chief of Police, Anderson Chief of Police, and Sheriff of Shasta County, herein after referred to collectively as the IPS Board and individually as Law Enforcement Agency (LEA). The IPS Board has determined that the current legacy IPS systems are not practical to continue supporting and are now substandard in comparison to commercially provided solutions especially given a lack of programmer staff to continue modifications of legacy systems into the future and that the core programming logic and functionality was devised more than thirty years ago. The IPS Board determined to replace their legacy systems operated under the established IPS Agreement. The IPS Board further agrees to incorporate replacement of SHASCOM's Computer Aided Dispatch (Archonix) systems which is considered a critical component to the desired overall project goals.

C. The IPS Board has further determined that replacement of these legacy systems is compatible with and furthers the purpose statement in Section 1 of the IPS Agreement. Replacement of legacy systems will serve to improve response times, crime analysis, data reporting functionality, data integration across the involved systems, improved access to relevant law-enforcement information, and standardization of software and support services which will be responsive to legislative regulation as it impacts law enforcement operations.

D. The IPS Board confirms that the City of Redding, acting as the agent for the COUNTY, REDDING, AND ANDERSON, has procured a replacement SYSTEM through a Professional Services, Purchase and Software License Agreement with Spillman Technologies, Inc. ("Spillman Agreement").

### III. Purpose, Scope, Background, Objectives

A. The PARTIES agree the existing IPS Agreement is insufficient for governing the implementation, and operational guidance of the SYSTEM. The purpose of this MOU is to provide a transitional agreement between the PARTIES to control the implementation process through the initial operational period of the SYSTEM. Following the successful installation of the replacement SYSTEM, the PARTIES shall draft and execute a revised '*Agreement for the Operation of the Integrated Public Safety System*' (IPS Agreement)

between the PARTIES for the purpose of governing future operations and sharing of operational costs. The revised agreement, upon its execution, will supersede the existing *'Agreement for the Operation of the Integrated Public Safety System'* (IPS Agreement).

#### IV. Authorization

A. The PARTIES hereby agree to authorize the IPS Board to execute decisions relative to the SYSTEM replacement project according to the terms of the existing IPS Agreement and this MOU. In the event of a conflict between the existing IPS Agreement and this MOU, this MOU shall govern. This MOU shall exist concurrently with the existing IPS Agreement and shall survive the termination of the existing IPS Agreement. This MOU shall also exist concurrently with any successor IPS Agreement unless its termination is explicitly stated in the successor IPS Agreement. In event of a conflict between the successor IPS Agreement and this MOU, this MOU shall govern.

#### V. Fiscal

A. The COUNTY, REDDING, AND ANDERSON, hereby agree to share in all SYSTEM replacement expenses, as described herein, and at the same cost sharing ratio as established in the current IPS Agreement (Section 12) which specifies a cost sharing ratio of 45/45/10 for the City of Redding, County of Shasta, and the City of Anderson respectively. The COUNTY'S, REDDING'S, AND ANDERSON'S total shared aggregate obligation of costs, as outlined in section V.K, shall not exceed \$3,294,639, plus applicable taxes up to \$200,000. The COUNTY, REDDING, AND ANDERSON, approve and authorize each respective LEA's Chief or Sheriff to sign amendments (including retroactive) to this agreement resulting in a change in total compensation not to exceed \$122,530 (5 percent of the SYSTEM cost as specified in Section V.D.1.), in compliance with each respective PARTY's policies. SHASCOM shall not contribute to the SYSTEM as outlined in this Section V.A, but shall contribute to ongoing maintenance expenses as outlined in Section VI.A.

B. 'Optional' expenses, defined as any expenses which are not described herein, shall be subject to a review by the IPS Board members and be put to a vote. A unanimous vote in the affirmative shall be required before such expenses are deemed as shared by the IPS BOARD according to the terms of this MOU and the IPS Agreement.

C. Nothing herein is intended to prevent one or more members of the IPS BOARD from incurring optional expense(s) to their individual LEA budget(s) in support of independent objectives. Such optional expenses shall not be included in the shared cost cap as specified in Section V.A. Each LEA that desires to incur any optional expense under this section shall ensure that separate funding is appropriated in their budget for such expense and the IPS Board, upon confirmation of such appropriation, may authorize a change order with the SYSTEM Vendor to implement the independent objective. The LEA incurring the optional expense shall remit to the City of Redding payment for the full cost of the independent option no later than 90 days from IPS Board authorization for the change order.

D. The following expenditures are hereby agreed upon to be shared between the IPS BOARD:

##### 1. SYSTEM

The PARTIES acknowledge that the SYSTEM Cost as stated in the Spillman Agreement is \$2,450,592, excluding taxes. Ancillary Activities (Section V.D.2.) and change orders which are discussed in Section V.D.1.b., are additional costs that shall not exceed the maximum established in Section V.A.

- a) **Hardware, Software, Implementation and Related Services**
- (1) PARTIES agree, as specified in Section V.A. to share in the contracted expense for required hardware, software, delivery, installation, configuration, and related services as negotiated with Spillman Technologies, Inc. and contained in the Spillman Agreement.
- (2) The costs of hardware, software, implementation and other related services are stated in the Spillman Agreement. The process of contract implementation is addressed in Section VIII.et.seq.
- (3) The PARTIES recognize and agree that the final cost of the SYSTEM is subject to a number of factors including any change-orders incurred after a contract is executed, and ancillary activity costs (Section V.D.2.), and as such additional contingency costs are factored into the total maximum compensation authorized under this MOU.
- (4) Nothing in this MOU precludes the IPS Board from separately purchasing required SYSTEM hardware, operating systems, and other tangible goods that would be warrantied through their respective manufacturers (and not warrantied through the Spillman Agreement) if such procurement reduces the overall SYSTEM cost or provides other fiscal, logistical, or operational benefits to the PARTIES.
- (5) SYSTEM components beyond the base modules of Records Management (RMS), Computer Aided Dispatch (CAD), Jail Management System (JMS), Mobile Data System (MDS), Automated Field Reporting (AFR), and Message Switch (MS), including SYSTEM interfaces, which are for the benefit of a single PARTY are considered optional expense(s), not shared costs, and will be the responsibility of the individual PARTY.
- (a) If a SYSTEM component previously established to be for the benefit of a single PARTY, is later adopted for use by one or both of the other PARTIES, a prorata share of cost shall be negotiated and unanimously agreed upon by the IPS Board. The adopting parties shall provide payment to the original PARTY for the approved prorata share of cost. Under no circumstance shall the prorata cost exceed the expenses calculated had the adopting PARTIES participated in the initial purchase, as outlined in section V.K.
- (6) The full cost for any handheld devices (i.e. such as tablets or other mobile data units) are not shared costs and will be charged to each PARTY based on the number of devices allocated to each LEA.
- b) **Change Orders**
- (1) The PARTIES acknowledge and agree that change orders are a typical and expected activity in major technology projects. A change order is the result of an unanticipated modification to the scope of work contracted with the selected vendor. Change orders result from a variety of causes and may result in minimal or extensive charges or reductions to the overall project scope and/or expense.
- (2) The COUNTY, REDDING, AND ANDERSON, agree to share in the cost, and/or savings, of any change order that occurs during the course of SYSTEM implementation. Within the rules and limits established in this Section V.D.1. et. seq., each of the PARTIES authorize the City of Redding Chief of Police to sign change orders on the behalf of the PARTIES, and the REDDING Project Manager to sign change orders with no monetary value on behalf of all the PARTIES, provided that prior to such signature any change order has been approved unanimously by

all Project Managers (PM). Should there not be unanimous approval by the PMs the requested change order will require a unanimous vote of the IPS Board.

(3) Any LEA opposed to such a change order may petition the remaining LEA(s) to be excused from sharing the cost if the feature, function or other purpose precipitating the change order can be reasonably applied only to those willing to share in the cost of the change order. Any such petition must be approved by a unanimous vote of the IPS Board.

(4) The total cumulative increase of all change orders shall not exceed \$122,530, provided this limit is within the maximum established in Section V.A., and shall follow the requirements for approvals as specified in Section V.D. et. seq.

(5) Any change order(s) that is for the benefit of a single PARTY is considered an optional expense(s) not shared costs and will be the responsibility of the individual PARTY.

## 2. ANCILLARY ACTIVITIES

### a) *Data Conversion*

(1) The IPS Project Managers shall obtain cost estimates and advise the IPS Board on decisions related to the conversion of existing data from the legacy system into the replacement SYSTEM.

(2) The IPS Project Managers shall make recommendations to the IPS Board on the quantity and types of data to be considered for conversion, as well as a reasonable level of effort necessary for conversion of such data into the SYSTEM.

(3) The COUNTY, REDDING, AND ANDERSON shall share in the expense of data conversion activities approved by unanimous vote of the IPS Board to the extent such costs fall within the maximum limits of this MOU.

(a) *Any LEA requiring data conversion not approved by the majority of the IPS Board shall independently pay for any additional costs related to that activity.*

### b) *Geographical Information Services (GIS) Data*

The IPS Board recognizes that GIS data is a global SYSTEM resource and as such requires unanimous support in the following decisions.

(1) The IPS Board shall consult with local GIS departments regarding the availability and condition of GIS data needed to support the replacement SYSTEM in order to inform on decisions related to GIS data preparation activities.

(2) The IPS Board may further obtain outside consultation regarding local GIS data condition to inform on decisions related to GIS data preparation activities.

(3) The IPS Board shall determine, based upon said consultation, the level of effort and expense necessary to prepare GIS data in support of the replacement SYSTEM.

(4) The PARTIES shall share in the expense for preparation of GIS data approved by a unanimous vote of the IPS Board to the extent such costs fall within the maximum limits of this MOU.

### c) *Other*

(1) In general, all ancillary costs related to the implementation of the SYSTEM shall be shared by the PARTIES; particularly those that benefit all of the LEAs and are agreed upon by a majority of IPS Board as being reasonable and necessary.

(2) Any ancillary costs which a PARTY considers to be unnecessary or not beneficial to that PARTY may bring before the IPS Board their concern and petition to be excused from sharing the expense in question, as outlined in section V.D.1.b.3.

E. Except as where otherwise noted herein, the COUNTY, REDDING, AND ANDERSON agree to allocate existing IPS Fund balance credited according to the 'Apportionment of Costs' proportions contained in the IPS Agreement.

1. A portion of IPS Fund balance shall be reserved as determined by a vote of the IPS Board.

F. The COUNTY, REDDING, AND ANDERSON agree to allocate funding received under "Item 5227-102-0001 of the Budget Act of 2014" (AKA 'City Realignment State Funding') by crediting each PARTY a proportion of the total grant amount based upon distribution according to local city population totals. The IPS Board agrees to the following allocation percentages for each annual distribution of said grant monies:

1. Redding PD (68%)
2. Anderson PD (16%)
3. Sheriff's Office, City of Shasta Lake (16%)

G. The COUNTY, REDDING, AND ANDERSON agree to allocate Board of State and Community Corrections Frontline Law Enforcement funding held in the City of Redding IPS Fund and allocated for this replacement SYSTEM by crediting each PARTY based on the percentages established in Section V.F.

H. The COUNTY, REDDING, AND ANDERSON agree that IPS Cash Reserves and IPS equipment funds allocated for the replacement SYSTEM will be credited to each PARTY's contribution based upon the percentages specified in Section V.A.

I. The COUNTY, REDDING, AND ANDERSON agree that the amount of funding received under 2015 Homeland Security Grant (HSG) for the replacement SYSTEM will be credited to each PARTY's contribution based upon the percentages specified in Section V.A.

J. The COUNTY, REDDING, AND ANDERSON agree that interest earned on IPS funds allocated and held for the replacement SYSTEM will be credited based upon the sharing formulas established in this Sections V.F. – V.H. for those funds. Interest earned on all other contributions made by the PARTIES toward their total share of SYSTEM cost will be credited to the PARTY who made the contribution.

K. Each LEA, to the extent additional funding not already held in the IPS fund and/or allocated in fiscal year 2016-17 (or prior fiscal years) is needed to meet their share of cost, shall present to their governing body a budgetary request to allocate the balance of their share of cost in fiscal year 2017-18. All funds deposited into the IPS Fund accrue interest as specified in Section V.J. Interest generated by the IPS Fund shall remain part of the IPS Fund for use toward SYSTEM costs and/or IPS operational expenditures. The amount of scheduled contributions required from each LEA shall be based upon the Spillman Agreement cost of \$2,450,592 for the SYSTEM replacement, \$575,940 previously paid for consulting services from ITL, Ltd., \$75,963 for necessary support components, and an additional \$122,530 contingency, resulting in a \$3,294,639 total anticipated project expense, plus applicable taxes up to \$200,000.

1. Contingency costs shall be addressed as they arise by the IPS Board (see Section V.D.1.d and Section V.D.2).

L. A fiscal report has been established for the purpose of identifying all funds contributed and allocated for the SYSTEM replacement. The report documents the funding source and apportionment to the PARTIES. This report is available to any LEA upon request and is being presented at all IPS Board meetings until such time as the SYSTEM replacement project is completed and the funds are either fully expended or

re-allocated according to the terms of this MOU, or by a superseding agreement, or by a unanimous vote of the IPS Board members.

M. Upon completion of the SYSTEM replacement project and upon full payment of any and all contractual obligations for SYSTEM procurement, any remaining funds contained in the IPS Fund shall be returned to the general IPS Fund for future operational expenses unless superseded by unanimous vote of the IPS Board or a replacement agreement to this MOU.

## **VI. Maintenance Agreement**

A. The Spillman Agreement for the SYSTEM includes an initial warranty period of one year as part of the initial purchase price. A maintenance agreement, negotiated with Spillman, is also included in the Spillman Agreement. Each PARTY shall be obligated to share in the expense of the maintenance agreement and all future maintenance agreements so long as that PARTY continues to participate in IPS and in use of the SYSTEM. The maintenance costs shall be factored into future IPS budgets and paid by through each LEA's annual contributions to the IPS Fund. SHASCOM will contribute funds, no less than \$130,000 per year to the SYSTEM maintenance costs, subject to adjustment and increase approved by the IPS Board according to cost increases incurred for the SYSTEM and ancillary components, not to exceed 10%. After deducting the payment from SHASCOM, the balance of the maintenance costs shall be divided among the COUNTY, REDDING, and ANDERSON based upon the percentages stated in Section V.A.

B. A PARTY may opt-out of all future maintenance expense utilizing provisions contained in Section VII; however, it will require the PARTY exercising the opt-out to cease utilization of the SYSTEM as a primary user and require a separate subscriber agreement for any necessary access to SYSTEM functions such as California Law Enforcement Telecommunications System (CLETS).

## **VII. Opt-Out Provisions**

A. The PARTIES recognize and agree that REDDING, as the purchasing agent under the IPS Agreement, will incur significant financial risk on behalf of the PARTIES and through contractual obligations to the selected vendor. As such, the PARTIES hereby commit to funding the SYSTEM implementation as outlined in Section V.

B. The IPS Board recognizes and agrees that a project of this magnitude requires a significant amount of commitment, both of financial and personnel resources. The IPS Board further recognizes that there are a number of risk factors that may affect project expense and its success. Every effort shall be made by the IPS Board to identify and mitigate risk factors. Despite these efforts the potential of unexpected cost increases are factors for this project and any amount of potential increase above the maximums of this agreement will require execution of an amendment by the PARTIES.

C. Following implementation and initial warranty period of the SYSTEM, future participation in the SYSTEM is subject to paid maintenance and licensing costs as well as shared costs of any upgrades. If a PARTY chooses to opt-out of future expenses, such as software upgrades, hardware upgrades, maintenance, and licensing costs, for any reason or if funding for an LEA's IPS annual contribution ceases or is materially decreased requiring opt-out, they shall, without delay, provide notification to the IPS Board. Future use of the SYSTEM will be subject to the provisions of Section VI.B. All costs associated with a PARTY opting out, such as data extraction, shall be the responsibility of the leaving PARTY. The ownership of all hardware, software, and services as itemized within the Spillman Agreement are governed by IPS, and as such, shall remain with IPS, to be utilized by all continuing members. The license for the Spillman SYSTEM to be

utilized by the remaining IPS members, with the written consent of Spillman Technologies, Inc., shall be held in the name of the largest of the IPS entities, unless otherwise agreed by all IPS members in writing.

D. If a PARTY opts out under Section VII.C, and acquires separate software from Spillman Technologies, Inc. similar to the SYSTEM implemented for IPS, the PARTY shall be subject to this section in addition to Section VII.C. All costs associated with the opt-out, such as new license fees, data conversion, data separation, and interface charges necessary to configure software to emulate the SYSTEM as configured for IPS, are the expense of the PARTY choosing to opt-out. To the extent necessary, that PARTY will also be required to supply separate hardware at their expense to support the SYSTEM.

E. The PARTIES waive any and all legal recourse for recovery of contributions beyond those provided herein.

## **VIII. Operational Roles and Responsibilities**

A. In addition to existing responsibilities identified in the IPS Agreement, the following operational guidelines in Section VIII B and VIII C are established to address the implementation process and initial operations of the SYSTEM.

B. The PARTIES agree and recognize that operational roles and responsibilities, as defined under the existing IPS Agreement, are insufficient to address matters relevant to the implementation of the replacement SYSTEM. Therefore, the PARTIES agree to the following additional operational guidelines.

1. The PARTIES agree that the IPS Board shall form a Project Management Team to guide the implementation of the SYSTEM and to fairly represent the interest of each LEA.

2. The PARTIES agree that their respective LEA will allocate and assign personnel resources to participate as individual members of a Project TEAM which shall be formed for the purpose of informing each respective agency and other Project TEAM members in decisions related to the implementation of the replacement SYSTEM.

3. The COUNTY, REDDING, AND ANDERSON, agree that their respective LEA will assign a dedicated Project Manager to represent their agency interests to the Project Management Team in all matters related to the SYSTEM implementation process and initial operational period. Each LEA Project Manager will serve to coordinate and oversee the activities, act as a conduit of information between the Project Management Team and their respective agency staff, and serve as a liaison between the Project Management Team and their respective Agency Head. SHASCOM shall not have a Project Manager.

4. The PARTIES agree that IPS will govern all aspects of the SPILLMAN SYSTEM, including but not limited to, Records Management (RMS), Jail Management, Mobile Data, In-field Reporting, Computer Aided Dispatch Systems (CAD), County-Wide Message Switch, hardware, and vendor interfaces. Any and all persons authorized to access the SYSTEM and any of the ancillary components, shall do so through IPS approval and supervision.

### **C. Committee Participation**

1. The PARTIES agree that their respective LEA will allocate TEAM members for participation in various committees and tasks required for SYSTEM implementation, such as data conversion, Geographic Information Services (GIS) preparation, SYSTEM configuration, SYSTEM testing, and SYSTEM administration.

a) *SYSTEM Configurations and Testing*

(1) It is likely that SYSTEM configurations will be necessary. Many of these tasks can be accomplished by agency personnel rather than vendor personnel and thereby lowering project costs.

(2) TEAM members and/or agency personnel acting under the direction of TEAM members and vendor representatives may be called upon to participate in both the configuration of the SYSTEM and testing prior to 'go-live.

(3) Examples of configuration tasks may include manual data-key entry of information, creation of 'tabled' information, or other SYSTEM settings.

b) *SYSTEM Administration*

(1) Departing from the current system administration methods (Pubsafe, Jalan, InterAct911) which are largely centralized under the IPS team, future system administration tasks under the new SYSTEM may be distributed at multiple levels, including IPS and local agency personnel.

IX. Term, Termination

A. The TERM of this MOU will be for a period of five (5) years from the date of the final signature. It may be terminated at an earlier date upon written agreement signed by all PARTIES.

X. iSeries Legacy System

The legacy system is primarily operated within an IBM iSeries environment which was determined to be at "end-of-life" in 2014. The costs of maintaining this environment are separate and apart from the cost of procuring the replacement SYSTEM.

A. The IPS Board voted to extend the legacy system operating environment to achieve the following objectives.

1. Provide access to legacy data and information beyond the time when the replacement SYSTEM is implemented.

2. Ensure stable and secure operations of the legacy system during the implementation of the replacement SYSTEM.

3. Reduce the level of risk involved with converting legacy data into the replacement SYSTEM.

B. The IPS Board further agree to retire the legacy system at the earliest date deemed to be feasible by the IPS Board following the implementation of the replacement SYSTEM in order to reduce overall operational costs for the LEAs.

1. The costs for maintaining the legacy system will continue to be shared by the IPS Board until such time as the legacy system is retired.

XI. Dispute Resolution

A. Should any dispute or disagreement arise during the term of this MOU, the PARTIES authorize the IPS Board to negotiate in good faith and compromise to resolve the issue. The IPS Board shall seek relevant



input regarding the disputed matter from supporting staff and agencies such as IPS line-staff, PARTIES' Information Technology staff, PARTIES' administrative offices, and PARTIES' legal staff.

B. Legal action through the courts shall be the final recourse of the PARTIES having exhausted all other means to resolve disputes or disagreements arising from or relating to this MOU. Any party may file its complaint/legal action without first engaging in the dispute resolution procedures set forth in Section XI (A), when done to prevent a lapse in the relevant limitations period(s). Any such litigation shall be brought and completed through settlement, dismissal or judgment in the Superior Court for the County of Shasta.

## **XII. Indemnification**

A. It is agreed that each of the Parties shall, for its sole negligence, or sole willful conduct, mutually save and hold each of the other parties and each of the other parties' appointed and elected officials, its agents, representatives, volunteers, and employees harmless from all costs, expenses, losses, liability, and damages, including death or damages to property caused by any act or neglect of such party, its agents, representatives, volunteers, officials, or employees in the performance of this agreement.

## **XIII. Notices**

A. Any notices required by this Agreement should be in writing, signed by a duly authorized official, employee, or representative of that party, and mailed to each of the other parties' certified mail, postage prepaid as follows:

### **If to REDDING:**

Police Chief  
Redding Police Department  
1313 California Street  
Redding, CA 96001

And to: City Manager  
City of Redding  
City Hall  
777 Cypress Avenue  
Redding, CA 96001

### **If to ANDERSON:**

Police Chief  
Anderson Police Department  
2220 North Street  
Anderson, CA 96007

And to: City Manager  
City of Anderson  
City Hall  
1887 Howard Street  
Anderson, CA 96007

**If to COUNTY:**

**Sheriff  
Shasta County Sheriff's Office  
300 Park Marina Circle  
Redding, CA 96001**

**And to: County Executive Officer**

**County of Shasta  
1450 Court Street, Suite 308A  
Redding, CA 96001-1673**

**If to SHASCOM:**

**SHASCOM Director  
SHASCOM-911  
3101 South Street  
Redding, CA 96001**

**[SIGNATURE PAGES FOLLOW]**

IN WITNESS WHEREOF, the parties to this MOU through their duly authorized representatives have executed this MOU on the days and dates set out below and certify that they have read, understood, and agreed to the terms and conditions of this MOU as set forth herein.

ATTEST:

CITY OF REDDING

\_\_\_\_\_  
Pam Mize, City Clerk

\_\_\_\_\_  
Brent Weaver, Mayor

Date: \_\_\_\_\_

Date: \_\_\_\_\_

APPROVED AS TO FORM:

Barry E. DeWalt  
City Attorney

By \_\_\_\_\_  
Barry E. DeWalt, City Attorney

Date: \_\_\_\_\_

ATTEST:

CITY OF ANDERSON

  
\_\_\_\_\_  
Juanita Barnett, City Clerk

  
\_\_\_\_\_  
Baron Browning, Mayor

Date: 4/5/17

Date: 4/5/17

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Jody Burgess, City Attorney

Date: 4/5/2017

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**ATTEST:**

Lawrence G. Lees  
Clerk of the Board of Supervisors

By \_\_\_\_\_  
Deputy

Date: \_\_\_\_\_


**COUNTY OF SHASTA**

\_\_\_\_\_  
David A. Kehoe, Chairman  
Shasta County Board of Supervisors

Date: \_\_\_\_\_

**APPROVED AS TO FORM:**

Rubin E. Cruse, Jr. County Counsel

By   
Rubin E. Cruse, Jr. County Counsel

Date: 4/19/17

**Risk Management**

By:   
James Johnson, Risk Management Analyst I

Date: 04/10/17

**ATTEST:**

By   
James Divis, Director SHASCOM

Date: 04/10/2017

**SHASTA AREA SAFETY COMMUNICATIONS AGENCY**