**RD 2035 M&O Assessment Adjustment Tasks and Working Schedule – August 15, 2017**

| **Date**  **(Milestone/**  **Time Frame)** | **Description** | **Responsible Parties** | **Notes** |
| --- | --- | --- | --- |
| 7/28/15 | Kickoff Coordination Meeting | WR/LWA | Completed |
| By 8/31/15 | Assessment Approach Meeting | RD/WR/LWA | Completed |
| 9/30/15 | **Finalize Data Requirements**   * Finalize Area of Benefit, Generate List of Parcels & Flood Depths * Develop / Finalize Agency Assessment Budget | RD/WR | Completed in coordination  with LWA |
| 11/9/15 | Meeting to review Draft Assessment Methodology | RD/WR/LWA | Completed |
| 12/15/15 | RD 2035 Board Briefing | WR/LWA | Board requested to stop work until Woodland and State develop/refine flood protection options. |
| Jan 2016 | Prepare TM for Discussion with the City of Davis and the City of Woodland | WR/LWA | Completed |
| Jan – Feb 2016 | Conduct Initial Outreach with Cities and other Property Owners, as necessary | RD/WR | Completed |
| 9/28/17 | RD 2035 Board Meeting | RD/WR | Board to consider restarting assessment formation for collection beginning in FY18/19. |
| Jan – Feb 2018 | Administrative Draft Engineer’s Report for staff review and comment | LWA |  |
| By 2/18 | Public Review Draft Preliminary Engineer’s Report | WR/LWA |  |
| 2/18 | RD 2035 Board Briefing; Consider Adopting Resolution Adopting Proposition 218 Procedures | RD/WR/LWA |  |
| Feb – Mar 2018 | Conduct Outreach with Property Owners and Public Agencies, as Necessary | RD/WR |  |
| 3/18 | RD 2035 Board Briefing; | RD/WR/LWA | If needed |
| By 4/18 | Preliminary Engineer’s Report, Draft Resolution of Intention | WR/LWA |  |
| 4/18 | **RD 2035 Board Meeting**  Board Consideration of Resolution of Intention to Adjust Assessment:   * Resolution Approves Preliminary Engineer’s Report * Sets a Public Hearing Date * Directs Mailing of Notice & Ballot | RD/LWA |  |
| Minimum 45 Days from Mailing of Notice /Ballot | Balloting Period / Outreach | N/A |  |
| 6/2018 | **RD 2035 Public Hearing**   * Public Hearing (Close Balloting) * Tabulate Ballots * *(if passed)* Adopt Resolution Approving Final Engineer’s Report and directing levy of Adjusted Assessment | RD / LWA |  |
| By August 2018 | Provide Adjustment Assessment Roll to Yolo County Auditor Controller /  Prepare Direct Hand Bills | RD / LWA | If needed |