



**RECLAMATION DISTRICT NO. 1000
BOARD OF TRUSTEES
REGULAR BOARD MEETING**

1633 GARDEN HIGHWAY
SACRAMENTO, CA 95833

**FRIDAY, MARCH 8, 2019
8:00 A.M.**

AGENDA

1. PRELIMINARY

- 1.1. Call Meeting to Order
- 1.2. Approval of Agenda
- 1.3. Pledge of Allegiance
- 1.4. Conflict of Interest (*Any Agenda items that might be a conflict of interest to any Trustee should be identified at this time by the Trustee involved*)

2. PRESENTATIONS

No presentations scheduled for this meeting.

3. PUBLIC COMMENT (NON-AGENDA ITEMS)

Any person desiring to speak on a matter which is not scheduled on this agenda may do so under the Public Comments section. Speaker times are limited to three (3) minutes per person on any matter within RD 1000's jurisdiction, not on the Agenda.

Public comments on agenda or non-agenda items during the Board of Trustees meeting are for the purpose of informing the Board to assist Trustees in making decisions. Please address your comments to the President of the Board. The Board President will request responses from staff, if appropriate. Please be aware the California Government Code prohibits the Board from taking any immediate action on an item which does not appear on the agenda unless the item meets stringent statutory requirements (see California Government Code Section 54954.2 (a)).

Public comments during Board meetings are not for question and answers. Should you have questions, please do not ask them as part of your public comments to the Board. Answers will not be provided during Board meetings. Please present your questions to any member of RD 1000 staff via e-mail, telephone, letter, or in-person at a time other than during a Board meeting.

4. INFORMATIONAL ITEMS

- 4.1. GENERAL MANAGER'S REPORT: Update on activities since the February 2019 Board of Trustees Meeting.
- 4.2. SUPERINTENDENT'S REPORT: Update on activities since the February 2019 Board of Trustees Meeting.
- 4.3. DISTRICT COUNSEL'S REPORT: Update on activities since the February 2019 Board of Trustees Meeting.

5. CONSENT CALENDAR

The Board considers all Consent Calendar items to be routine and will adopt them in one motion. There will be no discussion on these items before the Board votes on the motion, unless Trustees, staff or the public request specific items be discussed and/or removed from the Consent Calendar.

- 5.1. APPROVAL OF MINUTES: Approval of Minutes from February 8, 2019 Regular Board Meeting.
- 5.2. TREASURER'S REPORT: Approve Treasurer's Report for February 2019.
- 5.3. EXPENDITURE REPORT: Review and Accept Report for February 2019.
- 5.4. BUDGET TO ACTUAL REPORT: Review and Accept Report for February 2019.

6. SCHEDULED ITEMS

- 6.1. CALIFORNIA SPECIAL DISTRICTS ASSOCIATION CALL FOR NOMINATIONS: Review and Consider Nominations for California Special Districts Association Call for Nominations.
- 6.2. AUTHORIZATION TO ACCEPT EASEMENT: Review and Consider Adoption of Resolution No. 2019-3-1 Authorizing General Manager to Accept Grant of Easement Deed from Sacramento Area Flood Control Agency.

7. BOARD OF TRUSTEE’S COMMENTS

7.1. BOARD ACTIVITY UPDATES:

7.1.1. [RD 1000 Committee Meetings Since Last Board Meeting](#)

- [Executive Committee \(Smith & Barandas\) February 27, 2019](#)

7.1.2. RD 1000 Committees No Meetings Since Last Board Meeting

- Finance Committee (Gilbert, Harris, & Smith)
- Legal Committee (Avdís, Barandas, & Harris)
- Operations Committee (Barandas, Christophel, & Smith)
- Personnel Committee (Harris, Burns, & Christophel)
- Urbanization Committee (Burns, Gilbert, & Avdís)
- Ad-Hoc Committee – Habitat Conservation Plan (HCP) (Christophel, Avdís, Barandas, & Burns)

8. CLOSED SESSION

8.1. PERSONNEL EVALUATION: Pursuant to Government Code § 54957, hold annual personnel evaluation of the General Manager. The Board will appraise and comment upon the performance of the General Manager. If any substantial changes in duties, compensation or benefits are to be considered or proposed, they will be considered in open session.

8.2. CONFERENCE WITH LABOR NEGOTIATORS: Pursuant to Government Code § 54957.6: Board shall meet with designated Labor Negotiators: Kevin King regarding discussion and direction for negotiations between the District and the District’s Employees.

9. RECONVENE TO OPEN SESSION

9.1. Report from Closed Session

10. ADJOURN



RECLAMATION DISTRICT 1000

DATE: March 8, 2019

AGENDA ITEM NO. 4.1

TITLE: General Manager's Report – February 2019

SUBJECT: Update on activities since the February 2019 Board of Trustees Meeting

EXECUTIVE SUMMARY:

This Staff Report is intended to report the noteworthy activities and events of the District. Noteworthy activities from February included onboarding of the District's new General Manager, submittal of a grant application to the California Department of Water Resources (DWR) for Flood Maintenance Assistance Program (FMAP), implementation of SCADA and ongoing coordination of the Natomas Levee Improvement Project with United States Army Corps of Engineers (USACE) and the Sacramento Area Flood Control Agency (SAFCA). In summary, the District had a productive and successful month. Our key activities and achievements are presented below:

BACKGROUND:

1. Administration Services

a. Finance

- i. Administrative Services Manager (Gutierrez) has been collecting and processing Statements of Economic Interests (Form 700). The deadline for submittal is April 2, 2019. If anyone needs assistance with the forms Ms. Gutierrez has offered her help.
- ii. The District received two checks this month, totaling \$1,505,281, from Cal OES for the District's FEMA claim for the reconstruction of Plant 2 in 2013. Ms. Gutierrez deposited the checks and the funds were moved over into LAIF.
- iii. Budget Fiscal Year 2019-2020
 1. Budget Timeline: The intent of the schedule provided below is to outline the steps and milestones necessary to have a final budget ready for the Trustees to consider for adoption at the June 2019 scheduled Board Meeting.
 - a. Week of April 1st
 - i. Personnel Committee – Meet and review Staff's recommendation on Cost of Living Adjustments

TITLE: General Manager's Report – February 2019

(COLA) and Salary Adjustments per the Board's Compensation Philosophy.

- b. Week of April 8th
 - i. Operations Committee – Meet and review Budget assumptions for Operations & Maintenance (O&M) and Capital Improvement Program (CIP).
- c. Week of April 15th
 - i. Finance Committee – Meet and review Draft Budget and Projected Cash Flow Analysis.
- d. May 10, 2019 – RD 1000 Board Meeting
 - i. Present Draft Budget to Trustees for review and comment. Staff to receive comments from the Trustees and adjust as directed.
- e. June 14, 2019 – RD 1000 Board Meeting
 - i. Present Final Budget to Trustees for consideration of adoption.

b. Human Resources

- i. Onboarding of the District's new General Manager (King) on February 11, 2019.
- ii. Recruitment for Flood Operations Specialist I/II is ongoing. Interviews were conducted the week of February 18. Several qualified candidates were identified, and the District made a conditional offer of employment to the top candidate.
- iii. Starting in March, the District will begin personnel performance evaluations, as necessary to kick-off our process for FY Budget 2019/2020.

2. District Operations

a. Flood Operations:

- i. The District began continuous levee monitoring and inspections on Thursday (2/14) at 6:00 am, as prescribed in the District's Emergency Action Plan (EAP). The EAP was activated as a result of precipitation and the rise in river elevation above 32.0' at the Verona Stream Gauge on the Sacramento River. The District suspended continuous levee monitoring and inspections on Wednesday (2/20) at 6:00 am. As of 4:00 am, Wednesday (2/20), the Sacramento River at Verona dropped below the 32.0' monitoring threshold.
- ii. District crews discovered minor seepage and two (2) pin hole boils at Pumping Plant No. 4, around 7:30 am Friday (2/15). At the time of

discovery, the Pumping Plant was operating. Suspecting there may be a leak in the discharge piping, the District crews briefly turned off the pumps. Almost immediately after shutting down the pumps, the boils reduced significantly. The District believes there is a leak in the discharge pipe from Pump No. 3. Pump No. 3 was been locked out and Pumps No. 1 & 2 were placed back into operation. The District has been monitoring the situation closely and no signs of seepage or additional boils have been observed.

- iii. The District again implemented continuous levee monitoring and inspections on Tuesday (2/26) at 6:00 am, as prescribed in the District's Emergency Action Plan (EAP). The EAP was activated as a result of precipitation and rise in river elevation above 32.0' at the Verona Stream Gauge on the Sacramento River. As of the date of this report, the District was still in monitoring operations.

3. Development Projects

a. Greenbrier

- i. Jeff Kashiwada (Mead & Hunt) met with Don Caldwell (RD 1000) at the Greenbrier site to review the access, fencing, and drainage culverts in the vicinity of Lone Tree Canal and the future Meister Way. Jeff will communicate the District's concerns to the Developer.
- ii. District provided a letter to the City of Sacramento, reaffirming prior correspondence from January 2017, regarding conditions for easement abandonment.

b. Garden Highway Homes LLC

- i. On February 12, Central Valley Flood Protection Board (CVFPB) approved a time variance request for Marty Carr, Garden Highway Homes, LLC, for their work at 1429 Garden Highway. CVFPB allowed Garden Highway Homes, LLC to continue their construction activities through March 1, 2019. This is the eighth time variance request submitted and approved for this project. It is anticipated additional variance requests will be made every two weeks through April 15, 2019 (end of flood season) as construction activities will be ongoing.
- ii. Due to the rise in Sacramento River elevation, the District and CVFPB informed the contractor on Thursday (2/14) that they needed to suspend all activity until river levels decreased.

c. Sunset Area Plan/ Placer Ranch (Placer County)

- i. On February 19, the District responded to the Draft Environmental Impact Report (DEIR) for the proposed Sunset Area Plan / Placer Ranch Specific Plan (Placer County). The District is concerned the Hydraulic Impact Analysis performed for the Project, as presented in the DEIR, does not adequately address impacts to the downstream levee system (Natomas Basin). The District has asked that the analysis provide more information in the Final EIR and specifically requested an evaluation of impacts of the 200-year flood event.

4. Capital Improvement Projects

a. SCADA:

- i. Major work on the SCADA upgrades at all the District's Pumping Plants has been completed by TESCO, except for Pump Station No. 2, which is scheduled for March 1, 2019.

5. Natomas Levee Improvement Projects

a. Reach A

- i. US Army Corps of Engineers (USACE) performed a value engineering study, which began with site tours and inspections on Monday (2/11). At this point USACE anticipates 65% design in July 2019, followed by 95% design in January 2020. A value engineering debrief meeting was held Friday (2/15) morning. The value engineering process yielded 26 suggested alternatives for further consideration. The most significant result of the process was the acknowledgment that further study of the subsurface was needed.

b. Reach B

- i. Contract award scheduled September 2019; construction in 2020-2021. 90% plans submitted December 2018. Work includes the relocation of the NCMWC Riverside Canal and modifications to Plant 3 discharge pipes and removal of gravity drain. SAFCA is currently negotiating with several residents to purchase properties and have initiated condemnation actions where necessary. District has requested the design include a physical barrier between Garden Highway and top of proposed adjacent levee.
- ii. I-5 Window; Construction award scheduled January 2020 with construction in spring 2020. 65% plans prepared for submission to Caltrans for review; design proposed landside floodwall at the top of levee to avoid fill on freeway piers.

TITLE: General Manager's Report – February 2019

c. Reach C

- i. No reportable items.

d. Reach D

- i. Contract construction commenced in August 2018 with initial excavation for the proposed relocated Vestal Drain. Work has stopped for the winter. Work on Plant 4 as well as removal of NCMWC Bennet and Northern intake pipes will be done in 2019 along with completion of the Vestal Drain relocation work. USACE received the Engineer's Estimate (\$4.0+ M) for the Plant 4 construction on Tuesday (2/19).

e. Reach E

- i. Construction award anticipated 2020. Geotechnical work and recommended design to be completed by March 2019. Initial work on utility identification and surveys have commenced (design being done by USACE Walla Walla District). Coordinating levee work with proposed replacement of Howsley Road bridge by Sutter County.

f. Reach F

- i. Anticipated Award 2022.

g. Reach G

- i. Anticipated Award 2022.

h. Reach I

- i. Contract 1 awarded 2018 to Inquip Associates Inc (\$23.8 M). Work commenced December 2018 with relocation of bike trail under I-5; anticipate relocation of City water line in spring 2019. Negotiations between City and USACE for proposed road closures under I-5 and at Gateway Oaks intersection. Slurry wall construction to start April 2019. Garden Highway hard closure for work between Truxel and Northgate.
- ii. Contract 2 includes landside access road, slope flattening and tree removals. Contract award scheduled 2021.

i. Reach H

- i. Contract awarded January 2019 to Inquip Associates Inc (\$41.7 M).

TITLE: General Manager's Report – February 2019

Construction 2019-2020. Preconstruction meeting scheduled February 21, construction anticipated to start April 2019. Proposed work includes levee de-grade for construction of slurry cutoff wall; slope flattening and landside access and patrol road. State DWR still working on real estate acquisitions for construction of landside access road. RD 1000 has sent letters to several property owners regarding unauthorized encroachments (primarily fences) that need to be relocated for access road.

6. Outreach

a. Newsletter

- i. The District is currently compiling a list of potential topics for the Spring e-newsletter.

b. Creek Week

- i. Scheduled for April 13, 2019. District will be participating in the annual event at the same level of effort as in years past. A list of clean-up sites and a detailed schedule will be provided to the Trustees as soon as the District receives it.

c. Urban Outreach Committee

- i. Need to work with Urban Outreach Committee and schedule a meeting to discuss outreach efforts post retirement of District's outreach contractor. Committee meeting to be scheduled in early March.

7. Miscellaneous

a. Sacramento Area Flood Control Agency (SAFCA)

- i. General Manager (King) attended the SAFCA Board meeting on Thursday (2/21). Of note, SAFCA approved a resolution authorizing the SAFCA Executive Director to enter into a funding agreement with CVFPB to fund positions for processing permits related to SAFCA activities. SAFCA will fund up to five (5) full time positions for CVFPB with anticipated cost close to \$500K.

b. Central Valley Flood Protection Board (CVFPB)

- i. General Manager (King) attended the CVFPB – Coordinating Committee meeting on Wednesday (2/20). Presentations were given on DWR's Flood Maintenance Assistance Program (FMAP) and the Regional Flood Management Assistance Program (RFMAP). The District, with assistance from MBK Engineers, submitted a grant application on Friday (2/22) for the FMAP.

TITLE: General Manager's Report – February 2019

c. Natomas Central Mutual Water Company (NCMWC)

- i. General Manager (King) and former General Manager (Devereux) attended the NCMWC annual shareholder meeting on Tuesday (2/12). Devereux introduced King to the meeting attendees and gave an update on the District's projects and various activities.
- ii. NCMWC's Board election resulted in no change to the Board.
- iii. NCMWC's General Manager (Grey) presented to the shareholders on the Company's activities and gave an update on the Company's role in development of a Sustainable Groundwater Management Plan in accordance with the State's Sustainable Groundwater Management Act.

ATTACHMENTS:

None

STAFF RESPONSIBLE FOR REPORT:



Kevin L. King, General Manager

Date: 02/28/2019



DATE: March 8, 2019

AGENDA ITEM NO. 4.2

TITLE: Superintendent's Report

SUBJECT: Update on activities since the February 2019 Board of Trustees Meeting

EXECUTIVE SUMMARY:

This Staff Report is intended to inform the Board and serve as official record of the activities the District's field staff engaged in for the month of February 2019. As well as provide information regarding District facility use and local weather impacts on District facilities and river levels.

There are no staff recommendations, information provided is strictly informational.

BACKGROUND:

The Superintendent report was created to provide monthly updates to the Board of Trustees on field activities within the District boundaries, as well as provide a historical record. This allows for the District and the public the opportunity to refer back to data trends over time regarding the weather impact on District facilities, crew activities and local river and canal conditions as well as general District activities from month to month.

ATTACHMENTS:

1. Superintendent's Report - February 2019

STAFF RESPONSIBLE FOR REPORT:

Donald Caldwell, Superintendent

Date: 02/28/2019

Kevin L. King, General Manager

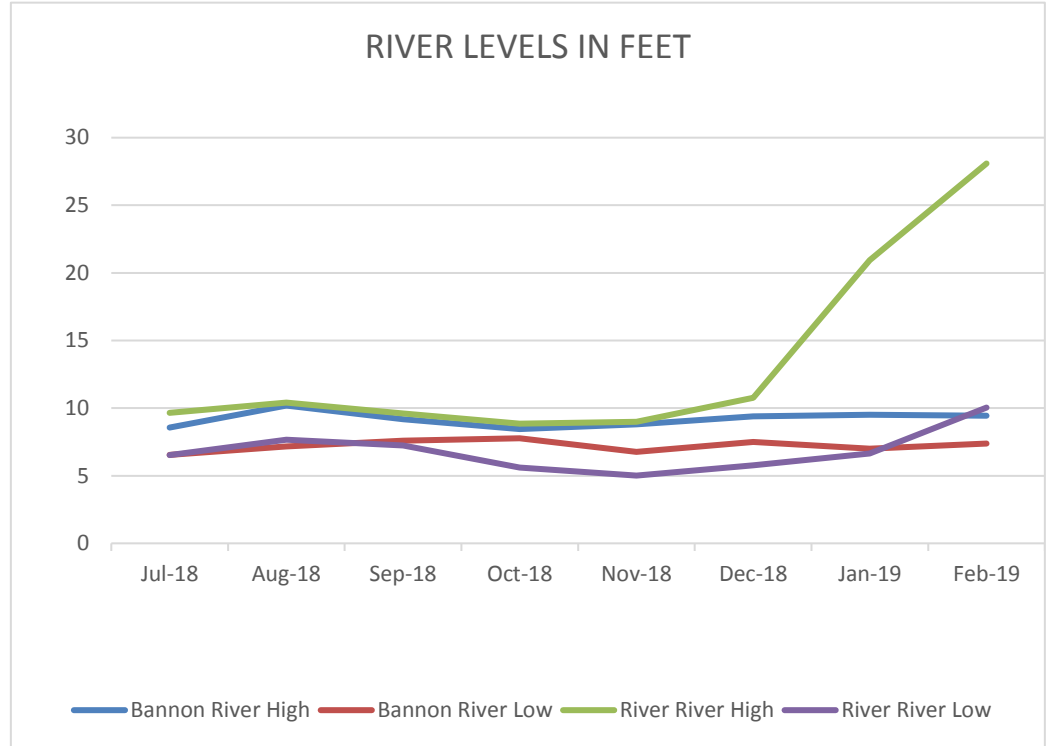
Date: 02/28/2019



River Levels:

Bannon H: 9.44'
L: 7.37'

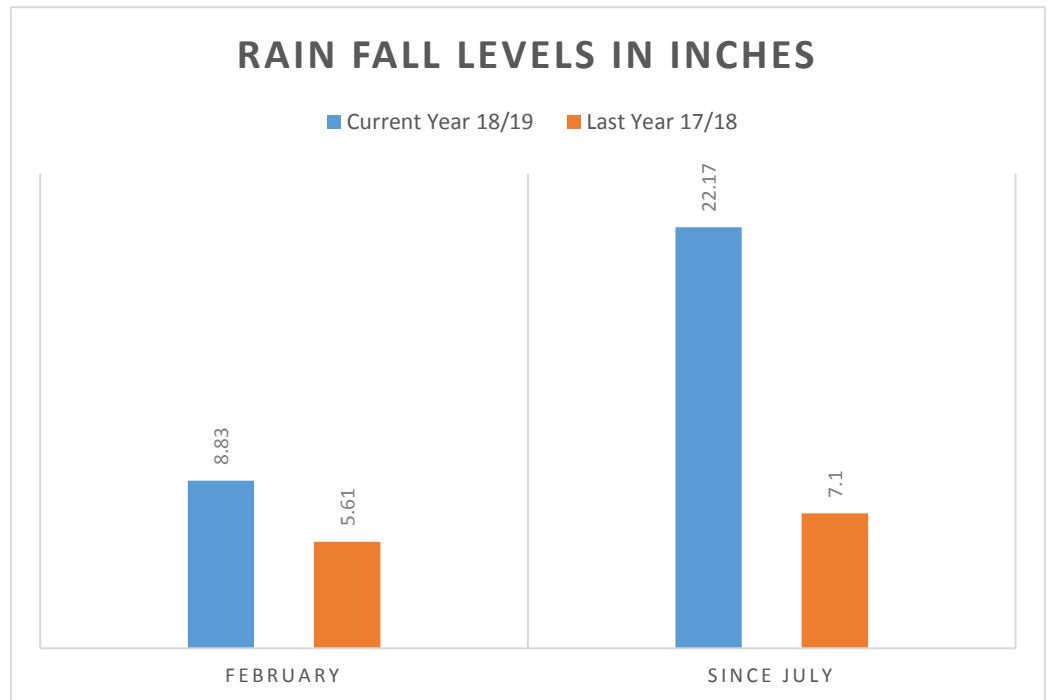
River H: 28.09'
L: 10.04'



Rain Fall Totals:

Rain totals for the month of February were 8.83"

Rain totals since July 1st were 22.71"



Safety topics for the month of February: Employee Right to know, MSDS'S, BMP, Pesticide workers safety.

The chart below represents the various activities the field crew spent their time working on during the month of February 2019.

RD 1000 Field Crew	*Field Hours Worked	Activity
	23	Plant Maintenance
	106	Grounds
	381	Pump Rounds
	23	Pump Maintenance
	878	Levee Patrol
	32	Tree Trimming/Removal
	48	Garbage
	0	Upper GGS
	34.5	Equipment Repairs

**Hours worked do not include: sick, vacation, holiday or Superintendent's time*

Pumping

The district did a lot of pumping due to multiple rain events in February.

Pumping Plant	Pump	Hours and A/F
Plant 1-B	Pump # 1	126.4 hours and 1238.72 A/F
	Pump # 2	13.8 hours and 135.24 A/F
	Pump # 4	5.8 hours and 56.84 A/F
	Pump # 5	61.6 hours and 603.68 A/F
	Pump # 6	128.7 hours and 1261.26 A/F
	Plant 2	Pump # 1
Pump # 2		234.8 hours and 680.92 A/F
Plant 3	Pump # 1	270.4 hours and 1000.48 A/F
	Pump # 2	603 hours and 2773.8 A/F
	Pump # 3	74.2 hours and 487.14 A/F
	Pump # 4	39.1 hours and 160.31 A/F
Plant 4	Pump # 1	75.6 hours and 430.92 A/F
	Pump # 2	100 hours and 980 A/F
	Pump # 3	25.5 hours and 249.9 A/F
Plant 5	Pump # 2	109.8 hours and 208.62 A/F
	Pump # 3	114.2 hours and 216.98 A/F
Plant 8	Pump # 1	198.1 hours and 2080.05 A/F
	Pump # 2	91.9 hours and 964.95 A/F
	Pump # 3	412.5 hours and 1567.5 A/F
	Pump # 5	337.5 hours and 1282.5 A/F
	Pump # 6	52.1 hours and 547.05 A/F
	Pump # 7	62.7 hours and 658.35 A/F
	Pump # 8	3 hours and 28.5 A/f



RECLAMATION DISTRICT 1000

DATE: March 8, 2019

AGENDA ITEM NO. 4.3

TITLE: District Counsel's Report – February 2019

SUBJECT: Update on activities since the February 2019 Board of Trustees Meeting

EXECUTIVE SUMMARY:

Reclamation District 1000's (RD 1000; District) General Counsel, Jim Day, to provide verbal report of work performed during the month of February 2019.

ATTACHMENTS:

None

STAFF RESPONSIBLE FOR REPORT:

Kevin L. King, General Manager

Date: 02/28/2019



RECLAMATION DISTRICT 1000

DATE: March 8, 2019

AGENDA ITEM NO. 5.1

TITLE: Approval of Minutes

SUBJECT: Approval of Minutes from February 8, 2019 Regular Board Meeting

EXECUTIVE SUMMARY:

This staff report is intended to serve as the official record of monthly meetings of the Board of Trustees. This document details meeting participants, proof of items discussed, summaries of board meeting discussion, and vote actions taken by the Board.

Staff recommends Board approval of the February 8, 2019 Board meeting Minutes.

BACKGROUND:

The Ralph M. Brown Act (Gov. Code Section 54950 et seq.) governs meetings by public commissions, boards and councils, and public agencies in California. The Act facilitates public transparency and public participation in local government decisions. The Act also contains specific exemptions from the open meeting requirements where governmental agencies have a demonstrated need for confidentiality.

To further comply with transparency, Reclamation District 1000 documents monthly meetings of its Board of Trustees through Board Minutes.

Reclamation District 1000 also maintains a historical archive of Board meeting Minutes since 1912.

RECOMMENDATION:

Approve the Minutes from the February 8, 2019 Board of Trustees meeting.

FINANCIAL IMPACT:

None.

TITLE: Approval of Minutes

ATTACHMENTS:

1. February 8, 2019, Board Meeting Minutes

STAFF RESPONSIBLE FOR REPORT:



Joleen Gutierrez, Administrative Services Manager

Date: 02/28/2019



Kevin L. King, General Manager

Date: 02/28/2019



**Reclamation District 1000
Board of Trustees Meeting**

1633 Garden Highway
Sacramento, CA 95833

**FEBRUARY 8, 2019
MEETING MINUTES**

The Reclamation District 1000 Board of Trustees met in regular session on this date at the District Office. Present were: Board President Jeff Smith; Board Vice President Tom Barandas; Trustee Nick Avdis; Trustee Chris Burns; Trustee David Christophel; Trustee Thom Gilbert; General Manager Paul Devereux; District Counsel Jim Day; Administrative Services Manager Joleen Gutierrez; District Superintendent Don Caldwell; and Administrative Assistant Christina Forehand.

Also Present: Debra Bishop firm principal and Craig Stevens consultant from H.T. Harvey & Associates.

Absent: Trustee Fred Harris

Public Comments: There were no public comments.

1. Approval of the Minutes of the Board of Trustees

ASM Gutierrez accepted changes. Trustee Avdis made a motion to approve the January 11, 2019 Board meeting Minutes. Seconded by Trustee Barandas, carried by a unanimous vote, motion carries.

2. Administrative Items

A. Treasurer's Report for January 2019

Checking:	\$ 53,029.53
Money Market:	\$ 293,440.25
County Treasurer:	\$1,113,112.39
LAIF:	\$2,945,527.72
City Pool A:	\$2,059,781.64

All reports were included in the board packet. A motion was made by Trustee Christophel to approve the Treasurer's Report, seconded by Trustee Barandas, by unanimous vote, motion carries.

3. Committee Reports

A. SAFCA Representatives

Trustee Barandas reported out on the January 2019 SAFCA Meeting. In Reach I: contractors are working on traffic details and the waterline. The Corps has received bids on removal of pipes under I-5 which contain asbestos. In Reach H, the Corps awarded a contract at the end of January. Work is expected to begin after March and go through 2020. Reach D at the cross canal, is shut down for the winter. Work on Plant 4 pumps will start in April. This summer three contractors will be working in the Natomas area.

Trustee Barandas provided the following updates: part of the Folsom Dam raise project has been moved to 2019 to spread construction across multiple years; SAFCA is working with the United Auburn Indian Tribe to reestablish a Maintenance Agreement from 2016; the Corps is continuing with their encroachment incentive removal project; as part of the Bypass Project, SAFCA is still working with the state to get the state's lower Elkhorn Basin Project rolled into the WRDA 2016; SAFCA is working with a local a reclamation district to design and build a new pumping station, as part of Bypass widening program.

B. Executive Committee Meeting

Trustee Jeff Smith reported out on the Committee meeting. The Committee met on January 30, 2019. In attendance at the meeting was Trustee Jeff Smith, Trustee Tom Barandas, Trustee Fred Smith participated by phone. The Committee reviewed the proposed agenda for the February 8, Board meeting. Committee meeting minutes were included in the Board Packet.

C. Personnel Committee Meeting

GM Devereux reported out on the Committee meeting. The Personnel Committee met on January 18, 2019. In attendance at the meeting was Trustee Fred Harris, Trustee Chris Burns, Trustee Christophel, and General manager Devereux. The Committee discussed the new GM's transition to RD 1000; discussed modifying the Administrative Assistant's position; reviewed the District's current OPEB benefit and may look at alternatives to see what other Districts are doing. GM Devereux also suggested the Committee review the OPEB benefit for new employees and how prior years of CalPERS service credit determines the benefit. GM Devereux suggested looking into options with CSDA. Committee meeting minutes were included in the Board Packet.

D. HCP Ad Hoc Committee and Special Board Meeting

Trustee Christophel reported out on the Committee meeting. The Committee met on February 1, 2019. In attendance at the meeting were Trustees David Christophel, Tom Barandas, Nick Avdis, Chris Burns, and Fred Harris which made this a Special Board Meeting since it included a quorum of the Board. Trustee Christophel explained that the Committee is looking at a couple of options. One is to move forward with more rigid compliance with BMTs. The other is to look into joining the HCP. The Committee still desires a better understanding of the costs associated with joining the HCP. Once this information is known, the Committee believes a decision can be made. Trustee Avdis, would like the District to gauge

its legal exposure and understand exposure risks. Trustee Avdis reminded the Board that the District had not joined the HCP for 20 years and he would like to understand why. Trustee Burns would like to learn about GM King's experience the HCP since Solano Irrigation District recently joined the HCP. Committee meeting minutes were included in the Board packet.

E. Finance Committee Meeting

Trustee Gilbert reported the Finance Committee met on February 1. In attendance at the meeting was Trustee Thom Gilbert, Trustee Fred Harris, Trustee Jeff Smith (participated by phone), GM Devereux, and ASM Gutierrez. The Committee reviewed budget line items. The Committee determined budget adjustments would not be necessary. Trustee Smith suggested producing a budget curve to identify by month when expenditures occur so we would not have to review budget overages. Staff will look into this in the coming years once data is built up in our new accounting system.

Auditor's contract was discussed. The Committee wanted to determine whether we should seek services from other accounting firms. The Committee directed staff to request a one-year audit engagement proposal with Cropper Accountancy. The District may seek out new RFPs from other auditing firms in 2020.

The Committee then discussed pension liability options through PARS and CalPERS to possibly take advantage of a higher rate of return. Down the road, the District may consider moving its OPEB fund to PARS as well. Discussions about pension liability will continue. A copy of the Finance Committee meeting minutes was included in the Board Packet.

4. Board Business

A. Annual Banking Resolution – Signatures/Authorization

ASM Gutierrez explained that an Annual Banking Resolution is Required by Sacramento County Treasurer's Office and by our financial institution Bank of the West when updates are necessary. Trustee Christophel moved to adopt the Resolution, seconded by Nick, by unanimous vote, Resolution is adopted.

B. County of Sacramento 2019 Investment Policy for the Pooled Investment Fund

ASM Gutierrez reported that the County of Sacramento 2019 Investment Policy for the Pooled Investment Fund had been received. The Board is required to review. The Board acknowledged receipt of this policy. ASM Gutierrez will file the policy.

C. Karen Pardieck Resolution-Public Relations Support

GM Devereux presented a Resolution to Karen Pardieck, the District's retiring PR Outreach coordinator. He highlighted her years of service with the District and thanked her for an outstanding job in creating awareness among community leaders. The Resolution was circulated for signature. Trustees individually thanked Karen Pardieck.

D. H.T. Harvey and Associates Contract Amendment for Environmental Consulting Services

GM Devereux explained that H.T. Harvey consultants still have a couple of tasks to complete before a decision to join the HCP can be made. He is recommending the Board authorize the General Manager to

amend the previously approved master services agreement with H. T. Harvey and Associates for environmental consulting services.

Trustee Burns made a motion to approve the contract amendment by roll call vote, seconded by Trustee Barandas. Trustees voted as follows: Trustee Christophel aye, Trustee Barandas, aye, Trustee Smith aye, Trustee Burns, no, Trustee Avdis, aye, Trustee Gilbert aye. The H.T. Harvey contract amendment is approved.

After the vote, there was a discussion about Trustee Burns' concerns. Trustee Burns raised concern about paying more for deliverables from the May 2018 contract which have yet to be presented to the District. Specifically, he was looking for the HCP decision document, the comparison of the current O&M practices versus O&M practices that conform to the HCP and the financial cost comparison of joining the HCP versus continuing with existing operations. He noted that despite the original May 2018 engagement letter stating the O&M comparison was already 80% complete, the District has not received it. He pointed out that at the September 2018 Board meeting, district staff said the HCP decision document was expected to be ready by the end of 2018, but to date, the District does not have this document.

In response to Trustee Burns' concerns, H.T. Harvey consultants Debra Bishop and Craig Stevens explained that what is left pending are all of the questions for the agencies to answer re compensatory mitigation, permits and costs, and possible legal issues. GM Devereux plans to come back to the Urbanization Committee late March or April with questions answered. Craig Steven's added there was an unanticipated item that took time away from the original plan. Mr. Steven's explained, H.T. Harvey & Associates needed a baseline, detailed O/M Plan, which they did not anticipate. They needed to know what RD 100 does, how it is done, where it is done, equipment used. Now that the consultants have this information, they will be able to make comparisons and figure the actual cost of changes.

5. General Manager's Report

A. Regional Flood Control Issues

This item was previously covered in the SAFCA report.

B. Flood Season Update

The short-range forecast is calling for wetter than usual. The long range is equal chance or drier. They're not consistent.

C. Corps Natomas Project Update

Trustee Barandas provided an update in his report. GM Devereux added Reach H, Steelhead Creek, six properties have encroachments into the right-of-way, letters have been sent, and to date, GM Devereux has heard back from two property owners. The state will survey and stake the Right of Way line, so property owners understand what moving the fence line will look like. GM Devereux is working with the Corps to figure out what is in the contract and how the Corps will manage issues and security concerns.

D. Plant 1 Spare SMUD Transformer

Plant 1 Spare SMUD Transformer. A decision needs to be made whether we continue to have a spare, transformer and its impacts if power is lost, and cost analysis. We've completed hydraulic modeling. ASM Gutierrez will schedule a meeting with the Operations Committee Meeting so that a decision can be made.

E. V Drain Letter re Drain Pipe Culvert

Three pipe crossings along v drain at the end of useful life. Caltrans originally installed pipes due to their freeway widening project. The record is not clear if the pipes were installed for and by the property owner or for and by the District. GM Devereux, in working with the Operations Committee. We agreed to replace two of three pipes as they have a benefit to the District's O/M, but the third pipe does not benefit the District. GM Devereux is still negotiating with grower and owner. GM Devereux wants to clarify full easements rights for District access for maintenance. Other issues to negotiate is whether the district would continue to replace pipes in the future if deemed they have no benefit to the district. This still needs to be negotiated with the property owner Bob Leal.

F. Homeless Camps and Regional Water Board

This item was already discussed.

G. Potential to Pre-Fund Pension Liability

GM Devereux made known that Public Agency Retirement Services (PARS) representatives made a briefing to staff about a trust program they run which allows public agencies and special districts, cities, counties to invest money for OPEB and Pension liability. PARS would invest on the District's behalf to receive higher rates of return. CalPERS will also roll out a new trust program for pension liability. Staff will continue to research the two options to answer the question, Should the District pre-fund pension liability? Staff will continue to research this item with the Finance Committee.

H. Flood Maintenance Opportunity

GM Devereux conducted research and has determined for a modest investment staff could pull together grant paperwork and apply for a Flood Maintenance Grant which is due at the end of February. We would potentially be eligible to receive money to reimburse the District for deferred maintenance activities and to receive money back from the District's SWIFT letter of intent.

I. SCADA Project Update

Project update: electronics are installed at all Plants, except at Plant 2. Plant 2 installation is delayed until March 1. Next step is for Tesco to install towers and radios so that information and data can be transmitted. By next flood season, the District should be able to monitor remotely.

J. District Committee Meeting Policy Confirmation

Before GM Devereux retires, he asked to revisit the Trustee Compensation Policy to clarify for staff. When Trustees attend committee meetings in person or by phone (regardless of serving on the Committee as a committee member), the compensation will be \$225 per day regardless of how many

meetings are attended in one day. The current policy limits compensation to \$675 per month, equivalent to three meetings.

6. Public Outreach Report

The new general manager will work with the Urbanization Committee to determine the future of the public outreach program.

7. District Counsel's Report

District Counsel Jim Day provided a verbal report of his activities during January 2019.

8. Superintendent's Report

Superintendent Don Caldwell provided a verbal report. A copy of the Superintendent's Report was included in the Board Packet.

9. Correspondence/News/Information

No information to report.

10. Meeting Adjourned



RECLAMATION DISTRICT 1000

DATE: March 8, 2019

AGENDA ITEM NO. 5.2

TITLE: Treasurer's Report

SUBJECT: Approve Treasurer's Report for February 2019

EXECUTIVE SUMMARY:

This Staff Report is intended to inform the Board of the current total funds in the District's checking and money market accounts, Sacramento County Treasurer Fund, State Treasurer Local Agency Investment Fund (LAIF), and the City of Sacramento Pooled Investment Fund.

The Staff Report attachment provides the monthly beginning and ending balances of its Operations and Maintenance cash flow. The report takes into account the current months receipts, transfers from the money market account, accounts payable, and payroll.

Noteworthy transactions in February 2019 was an unexpectedly large reimbursement from FEMA for \$1,505,281.00 for costs associated with the 2016 floods. The District also received \$1,106,018.10 into the Sacramento County Treasury during January 2019. Statements reflecting this transaction were obtained in the month of February.

Staff recommends the Board approve the Treasurer's Report for February 2019.

BACKGROUND:

Income and Cash

The District has funds in the California State Controller Local Agency Investment Fund (LAIF), the Sacramento County Treasurer and Bank of the West.

The District's primary source of income is property assessments. These assessments are collected in the Sacramento and Sutter County tax bills and deposited in the District's account at the Sacramento County Treasurer. Funds are drawn from the O/M Fund at the Sacramento County Treasurer to deposit into the District's checking account at Bank of the West. Funds drawn from Sacramento County Treasurer are via warrant which is authorized and signed by the Board at regular Board meetings.

TITLE: Treasurer's Report

The District has two accounts at Bank of the West. The Checking account from which all District expenditures are made and the Money Market account which acts as a pass-through conduit from/to the Checking account and to/from the State LAIF.

The District holds a \$1.5 million emergency flood fight fund which is held in the state's LAIF. The Capital Fund is funded by development fees, the sale of assets and excess income over expenditures that exceed the \$2.0 million reserve for O/M.

The District is required by law to have a minimum of 6 months operation and maintenance reserves. Additionally, the District needs six months of O/M reserves to pay expenses from July through December when the 1st installments are collected on property assessments. The annual O/M budget is approximately \$2 million per year.

RECOMMENDATION:

Staff recommends the Board approve the information in the February 2019 Treasurer's Report.

FINANCIAL IMPACT:

None.

ATTACHMENTS:

1. Treasurer's Report

STAFF RESPONSIBLE FOR REPORT:



Joleen Gutierrez, Administrative Services Manager

Date: 02/28/2019



Kevin L. King, General Manager

Date: 02/28/2019

Reclamation District 1000
Treasurer's Report
February 2019

Treasurer's Report for February 2019

February 2019	
Total Funds	8,716,838.68
Bank of the West - Checking	74,612.24
Bank of the West - Money Market	267,786.59
Sacramento County Treasurer	2,219,130.49
State Treasurer - Local Agency Investment Fund	4,095,527.72
City of Sacramento - Pool A	2,059,781.64

February 2019 - Operations and Maintenance Cash Flow			
Beginning Balance			2,297,803.93
	Income	Expense	
Current months receipts	8,592.15		8,592.15
Transfer from money market account	250,000.00		250,000.00
Accounts Payable*		(176,319.48)	(176,319.48)
Payroll		(86,333.87)	(86,333.87)
Ending Balance			2,293,742.73

*See Attached Check Register

Current months receipts are made up of the following:

SAFCA	4,852.36
Medicare Part D Subsidy Payment	3,168.79
Stratton Agency, Inc.	571.00
	<u>8,592.15</u>

Other February 2019 receipts deposited into the Bank of the West Money Market account:

Natomas Central Mutual Water Company	19,050.00
FEMA	1,505,281.00
	<u>1,524,331.00</u>

The district also received \$1,106,018.10 into the County Treasury during January 2019. Because of the timing of receipt of the County Treasury statements, these amounts were not previously reported. Amounts are for the FY 19 1st installment of the benefit assessment, and FY 19 Q2 interest.



RECLAMATION DISTRICT 1000

DATE: March 8, 2019

AGENDA ITEM NO. 5.3

TITLE: Expenditure Report

SUBJECT: Review and Accept Report for February 2019

EXECUTIVE SUMMARY:

This Staff Report is intended to advise the Board of monthly expenditures and provide an explanation of any expenses outside of the usual course of business (i.e., high expense budgeted items).

Staff recommends the Board review and accept the Expenditure Report for February 2019.

BACKGROUND:

Expenses

The Administrative Service Manager reviews all expenditures, and the General Manager approves expenditures. All expenses are disclosed for review by the Board at regular Board meetings.

RECOMMENDATION:

Staff recommends the Board review and accept the Expenditure Report for February 2019.

FINANCIAL IMPACT:

None.

ATTACHMENTS:

1. Reclamation District 1000 Transactions by Account

TITLE: Expenditure Report

STAFF RESPONSIBLE FOR REPORT:



Joleen Gutierrez, Administrative Services Manager

Date: 02/28/2019



Kevin L. King, General Manager

Date: 02/28/2019

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Cash and Investments							78,673.44
1010.00 - Bank of the West Checking Acct							78,673.44
General Journal	02/01/2019			2/1/19 payroll		28,243.32	50,430.12
General Journal	02/01/2019			2/1/19 payroll		13,036.23	37,393.89
General Journal	02/01/2019			2/1/19 payroll		91.50	37,302.39
General Journal	02/01/2019			2/1/19 payroll, #1033		403.91	36,898.48
General Journal	02/01/2019			2/1/19 payroll, #1034		207.78	36,690.70
Check	02/06/2019	EFT	Cal Pers			8,032.26	28,658.44
Check	02/07/2019	EFT	Cal Pers			817.24	27,841.20
Bill Pmt -Check	02/07/2019	40353	ACWA JPIA			1,713.47	26,127.73
Bill Pmt -Check	02/07/2019	40354	Airgas NCN			363.58	25,764.15
Bill Pmt -Check	02/07/2019	40355	AT&T			272.73	25,491.42
Bill Pmt -Check	02/07/2019	40356	Bartel Associates,LLC			1,145.00	24,346.42
Bill Pmt -Check	02/07/2019	40357	Joleen Gutierrez			48.57	24,297.85
Bill Pmt -Check	02/07/2019	40358	Mead & Hunt			6,419.18	17,878.67
Bill Pmt -Check	02/07/2019	40360	Neat Freak Clean, LLC			350.00	17,528.67
Bill Pmt -Check	02/07/2019	40361	Sacramento Business Journal			97.42	17,431.25
Bill Pmt -Check	02/07/2019	40362	SCI Consulting Group			9,275.00	8,156.25
Bill Pmt -Check	02/07/2019	40363	Steve Yaeger Consulting			5,310.00	2,846.25
Bill Pmt -Check	02/07/2019	40364	TC Printing			99.02	2,747.23
Bill Pmt -Check	02/07/2019	40365	Total Compensation Systems, Inc.			675.00	2,072.23
Bill Pmt -Check	02/07/2019	40366	Yolo County Public Works			1,220.60	851.63
Bill Pmt -Check	02/07/2019	EFT	City of Sacramento			4.38	847.25
Bill Pmt -Check	02/07/2019	EFT	Comcast			158.30	688.95
Bill Pmt -Check	02/07/2019	EFT	PG&E			180.34	508.61
Bill Pmt -Check	02/07/2019	40359	Miles Treaster & Associates			2,901.78	-2,393.17
Transfer	02/08/2019			Funds Transfer	150,000.00		147,606.83
General Journal	02/08/2019			Amounts collected from SAFCA for services billed in Oct 2018	4,852.36		152,459.19
General Journal	02/08/2019			Medicare Part D subsidy payment	3,168.79		155,627.98
Bill Pmt -Check	02/13/2019	40381	US Bank Corp			1,880.36	153,747.62
Bill Pmt -Check	02/13/2019	40367	A T.E.E.M. Electrical Engineering, Inc.			6,810.00	146,937.62
Bill Pmt -Check	02/13/2019	40368	Agriform			1,481.76	145,455.86
Bill Pmt -Check	02/13/2019	40369	Berkshire Hathaway Homestate Companies			2,600.72	142,855.14

Bill Pmt						
-Check	02/13/2019	40370	Blankinship & Associates, Inc.		2,260.97	140,594.17
Bill Pmt						
-Check	02/13/2019	40371	Carson Landscape Industries		955.00	139,639.17
Bill Pmt						
-Check	02/13/2019	40372	Chavez, Silva & Company		1,190.00	138,449.17
Bill Pmt						
-Check	02/13/2019	40373	Day Carter & Murphy LLP		3,700.00	134,749.17
Bill Pmt			Great America Financial			
-Check	02/13/2019	40374	Services		304.85	134,444.32
Bill Pmt						
-Check	02/13/2019	40375	Hire Right Solutions, LLC		93.04	134,351.28
Bill Pmt						
-Check	02/13/2019	40376	Kleinfelder, Inc.		290.50	134,060.78
Bill Pmt						
-Check	02/13/2019	40377	Ray Lewis		97.23	133,963.55
Bill Pmt						
-Check	02/13/2019	40378	Rexel		424.02	133,539.53
Bill Pmt			Security & Asset			
-Check	02/13/2019	40379	Management, LP		26.48	133,513.05
Bill Pmt						
-Check	02/13/2019	40380	Terrapin Technology Group		887.94	132,625.11
Bill Pmt						
-Check	02/13/2019	40382	Woodland Motors		29.33	132,595.78
Check	02/13/2019	EFT	Cal Pers		500.00	132,095.78
Check	02/13/2019	EFT	Cal Pers		2,022.30	130,073.48
Check	02/13/2019	EFT	Cal Pers	Payroll ended 1/31/19	1,777.58	128,295.90
Check	02/13/2019	EFT	Cal Pers	Payroll ended 1/31/19	7,781.02	120,514.88
Bill Pmt						
-Check	02/13/2019	EFT	PG&E		42.77	120,472.11
Bill Pmt			Waste Management of			
-Check	02/13/2019	EFT	Sacramento		470.93	120,001.18
Bill Pmt						
-Check	02/15/2019	EFT	Cal Pers		14,547.55	105,453.63
General						
Journal	02/15/2019			2/15/19 payroll	27,161.12	78,292.51
General						
Journal	02/15/2019			2/15/19 payroll	14,389.82	63,902.69
General						
Journal	02/15/2019			2/15/19 payroll, ck # 10035	2,524.10	61,378.59
General						
Journal	02/15/2019			2/15/19 payroll,	82.50	61,296.09
Bill Pmt						
-Check	02/20/2019	EFT	PG&E		239.32	61,056.77
Bill Pmt						
-Check	02/20/2019	EFT	City of Sacramento		36.06	61,020.71
Bill Pmt						
-Check	02/20/2019	EFT	City of Sacramento		164.68	60,856.03
Bill Pmt			Core Logic Information			
-Check	02/20/2019	40383	Solutions, Inc.		250.00	60,606.03
Bill Pmt						
-Check	02/20/2019	40384	Cropper Accountancy Corp		900.00	59,706.03
Bill Pmt						
-Check	02/20/2019	40385	H.T. Harvey & Associates		3,800.10	55,905.93
Bill Pmt						
-Check	02/20/2019	40386	Larsen Wurzel & Associates		4,744.50	51,161.43
Bill Pmt						
-Check	02/20/2019	40387	Streamline		200.00	50,961.43
General						
Journal	02/20/2019			2/19/19 payroll (Hendricks)	21.88	50,939.55
General						
Journal	02/20/2019			2/19/19 payroll (Hendricks)	111.71	50,827.84
General						
Journal	02/20/2019			2/19/19 payroll (Hendricks)	60.00	50,767.84
Transfer	02/21/2019			Funds Transfer	100,000.00	150,767.84
Bill Pmt						
-Check	02/22/2019	40388	Viking Shred		60.00	150,707.84
Bill Pmt						
-Check	02/27/2019	40389	Aramark		181.77	150,526.07
Bill Pmt						
-Check	02/27/2019	40390	Bryan Hall - vendor		32.46	150,493.61

Bill Pmt			CA Central Valley Flood				
-Check	02/27/2019	40391	Control Assoc.		120.00	150,373.61	
Bill Pmt							
-Check	02/27/2019	40392	H.T. Harvey & Associates		4,174.93	146,198.68	
Bill Pmt							
-Check	02/27/2019	40393	Loewen Pump Maintenance		1,000.00	145,198.68	
Bill Pmt							
-Check	02/27/2019	40394	SMUD		68,180.69	77,017.99	
Bill Pmt							
-Check	02/27/2019	EFT	Verizon		392.56	76,625.43	
Bill Pmt							
-Check	02/27/2019	EFT	The Home Depot		2,584.19	74,041.24	
General							
Journal	02/27/2019		Stratton Agency, Inc.	Rebate from Stratton	571.00	74,612.24	
Total 1010.00 · Bank of the West Checking Acct					<u>258,592.15</u>	<u>262,653.35</u>	<u>74,612.24</u>
Total Cash and Investments					<u>258,592.15</u>	<u>262,653.35</u>	<u>74,612.24</u>
					<u>258,592.15</u>	<u>262,653.35</u>	<u>74,612.24</u>



RECLAMATION DISTRICT 1000

DATE: March 8, 2019

AGENDA ITEM NO. 5.4

TITLE: Budget to Actual Report

SUBJECT: Review and Accept Report for February 2019

EXECUTIVE SUMMARY:

This Staff Report is intended to provide a monthly budgetary snapshot of how well the District is meeting its original budget goals for the fiscal year. The monthly Budget to Actual Report contains a three-column presentation of actual expenditures, budgeted expenditures, and percentage of the budget. Each line item compares budgeted amounts against actual to date expenses. Significant budgeted line item variances (if any) will be explained in the Executive Summary of this report.

The District continues to be on track with overall Budgeted spending. There are no significant variances to report.

Staff recommends the Board review and accept the Budget to Actual Report for February 2019.

BACKGROUND:

Budget

The Board of Trustees adopts a budget annually in June. Staff prepares the Budget which shows current year budget versus expenditures and a proposed budget for the next fiscal year.

Three committees review the draft budget before being presented to the Board for adoption in June. The Personnel Committee reviews the wage and benefits portion of the Budget. The Operations Committee reviews the Capital expenditures Budget. After the two committees review and make recommendations to the budget, the final draft is prepared for the Finance Committee to consider. After review by the Finance Committee, the final Budget is presented to the Board for adoption at a regular Board meeting.

RECOMMENDATION:

Staff recommends the Board review and accept the Budget to Actual Report for February 2019.

TITLE: Budget to Actual Report

FINANCIAL IMPACT:

None.

ATTACHMENTS:

1. Budget to Actual Report

STAFF RESPONSIBLE FOR REPORT:



Joleen Gutierrez, Administrative Services Manager

Date: 02/28/2019



Kevin L. King, General Manager

Date: 02/28/2019

**Reclamation District No. 1000
Budget to Actual Comparison
July 1, 2018 to February 28, 2019 (Eight Months Ending of Fiscal 2019)**

	Year to Date July 1, 2018 to February 28, 2019	Budget	Percent of Budget
Operation & Maintenance Income			
Property Assessments	1,110,602	2,250,000	49.36%
Rents	14,903	20,000	74.52%
Interest Income	73,393	50,000	146.79%
SAFCA - O/M Assessment	-	1,400,000	0.00%
Misc Income	8,319	-	Not Budgeted
FEMA/OES Disaster Reimbursement	1,041,811	-	Not Budgeted
Gain on Capital Asset Disposal	6,400	-	Not Budgeted
Total	2,255,428	3,720,000	60.63%
Restricted Fund			
Metro Airpark Groundwater Pumping	-	22,000	0.00%
Total Combined Income	2,255,428	3,742,000	60.27%
Operations and Maintenance - Expense			
Administration			
Government Fees/Permits	20,696	12,000	172.47%
Legal	53,738	100,000	53.74%
Liability/Auto Insurance	107,637	110,000	97.85%
Office Supplies	3,341	5,500	60.75%
Computer Costs	13,397	17,000	78.81%
Accounting/Audit	33,747	45,000	74.99%
Admin. Services	11,574	17,000	68.08%
Utilities (Phone/Water/Sewer)	12,943	22,000	58.83%
Mit. Land Expenses	2,592	3,000	86.40%
Administrative Consultants	40,717	52,000	78.30%
Assessment/Property Taxes (SAFCA - CAD)	7,359	6,350	115.89%
Admin - Misc./Other Expenses	3,103	5,000	62.06%
Memberships	31,014	30,000	103.38%
Office Maintenance & Repair	9,155	24,000	38.15%
Payroll Service	1,535	3,000	51.17%
Public Relations	16,592	40,000	41.48%
Small Office & Computer Equipment	-	5,000	0.00%
Sub Total	369,140	496,850	74.30%
Personnel/Labor			
Wages	570,205	1,000,000	57.02%
Group Insurance	65,228	130,000	50.18%
Worker's Compensation Insurance	27,030	40,000	67.58%
OPEB - ARC	49,717	28,000	177.56%
Dental/Vision/Life	15,262	26,000	58.70%
Payroll Taxes	43,471	77,500	56.09%
Pension	123,376	165,000	74.77%
Continuing Education	2,183	15,000	14.55%
Trustee Fees	22,500	39,000	57.69%
Sub Total	918,972	1,520,500	60.44%

Operations			
Power	296,132	500,000	59.23%
Supplies/Materials	10,851	22,000	49.32%
Herbicide	79,287	115,000	68.95%
Fuel	26,515	65,000	40.79%
Field Services	51,174	142,000	36.04%
Field Operations Consultants	12,641	20,000	63.21%
Equipment Rental	100	10,000	1.00%
Refuse Collection	7,733	25,000	30.93%
Equipment Repair/Service	704	22,000	3.20%
Equipment Parts/Supplies	42,514	60,000	70.86%
Facility Repairs	32,991	273,000	12.08%
Shop Equipment (not vehicles)	1,249	9,000	13.88%
Field Equipment	-	8,000	0.00%
Misc/Other 2	2,184	-	Not Budgeted
Sub Total	564,075	1,271,000	44.38%
Equipment			
Equipment	146,908	150,000	97.94%
Sub Total	146,908	150,000	97.94%
Consulting/Contracts/Memberships			
Engineering/Technical Consultants	112,926	250,000	45.17%
Security Patrol	19,050	80,000	23.81%
Sub Total	131,976	330,000	39.99%
Total O & M Expenses	2,131,071	3,768,350	56.55%
Capital Expenses			
Capital Office Upgrades	20,711	15,000	138.07%
Capital RE Acquisition	5,500	120,000	4.58%
Capital Office Facility Repair	-	30,000	0.00%
Document Management	2,522	8,800	28.66%
Capital Facilities	257,847	715,000	36.06%
Sub Total	286,580	888,800	32.24%
Total All Expenditures	2,417,651	4,657,150	51.91%



RECLAMATION DISTRICT 1000

DATE: March 8, 2019

AGENDA ITEM NO. 6.1

TITLE: California Special Districts Association: Call for Nominations

SUBJECT: Review and Consider Nominations for California Special Districts Association
Call for Nominations

EXECUTIVE SUMMARY:

Reclamation District 1000 (RD 1000; District) is a member of the California Special Districts Association (CSDA). On February 15, 2019, RD 1000, received a letter (Attachment 1) from CSDA calling for nominations for their Board of Directors. RD 1000 as a member in good standing is eligible to nominate one person, a board member or managerial employee, for election to the CSDA Board of Directors. If interested, RD 1000, must take action to approve a nomination for election to the CSDA Board.

Staff recommends the Board consider a nomination to the CSDA Board and if interested, approve nominee's application to CSDA for election to the CSDA Board by April 17, 2019.

RECOMMENDATION:

Staff recommends the Board consider a nomination to the CSDA Board and if interested, approve nominee's application to CSDA for election to the CSDA Board by April 17, 2019.

FINANCIAL IMPACT:

The District estimates approximately \$2,000 in annual expense to support participation on the CSDA Board, as some travel and conference attendance is required for CSDA Board members. This expense is not currently in the District's Fiscal Year 2018/2019 Budget; however, the expense would be included in next year's budget if the District's nominee was elected to the CSDA Board.

ATTACHMENTS:

1. California Special Districts Association Call for Nominations (February 15, 2019)

STAFF RESPONSIBLE FOR REPORT:

Kevin L. King, General Manager

Date: 02/28/2019



**California Special
Districts Association**
Districts Stronger Together

DATE: February 15, 2019
TO: CSDA Voting Member Presidents and General Managers
FROM: CSDA Elections and Bylaws Committee
**SUBJECT: CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS
SEAT B**

The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the California Special Districts Association for the 2020 - 2022 term.

The leadership of CSDA is elected from its six geographical networks. Each of the six networks has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA Regular Member in good standing and located within the geographic network that they seek to represent. (See attached CSDA Network Map)

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, education and resources. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration. Serving on the Board requires one's interest in the issues confronting special districts statewide.

Commitment and Expectations:

- Attend all Board meetings, usually 4-5 meetings annually, at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento.
(CSDA reimburses Directors for their related expenses for Board and committee meetings as outlined in Board policy).
- Attend, at minimum, the following CSDA annual events: Special Districts Legislative Days - held in the spring, and the CSDA Annual Conference - held in the fall.
*(CSDA does **not** reimburse expenses for the two conferences even if a Board or committee meeting is held in conjunction with the event)*
- Complete all four modules of CSDA's Special District Leadership Academy within 2 years of being elected.
*(CSDA does **not** reimburse expenses for the Academy classes even if a Board or committee meeting is held in conjunction with the event).*

Nomination Procedures: Any Regular Member in good standing is eligible to nominate one person, a board member or managerial employee (as defined by that district's Board of Directors), for election to the CSDA Board of Directors. **A copy of the member district's resolution or minute action and Candidate Information Sheet must accompany the nomination. The deadline for receiving nominations is April 17, 2019. Nominations and supporting documentation may be mailed, faxed, or emailed.**

Mail: 1112 I Street, Suite 200, Sacramento, CA 95814
Fax: 916.442.7889
E-mail: amberp@csda.net

Once received, nominees will receive a candidate's letter in the mail. The letter will serve as confirmation that CSDA has received the nomination and will also include campaign guidelines.

CSDA will begin electronic voting on June 17, 2019. All votes must be received through the system no later than 5:00 p.m. August 9, 2019. The successful candidates will be notified no later than August 13, 2019. All selected Board Members will be introduced at the Annual Conference in Anaheim, CA in September 2018.

Expiring Terms

(See enclosed map for Network breakdown)

Northern Network Seat B-Greg Orsini, GM, McKinleyville Community Services District*
Sierra Network Seat B-Ginger Root, GM, Lincoln Rural County Fire Protection District *
Bay Area Network Seat B-Ryan Clausnitzer, SDA, GM, Alameda County Mosquito Abatement District*
Central Network Seat B-Tim Ruiz, GM, West Niles Community Services District
Coastal Network Seat B-Jeff Hodge, SDA, GM, Santa Ynez Community Services District*
Southern Network Seat B-Bill Nelson, Director, Orange County Cemetery District
(* = Incumbent is running for re-election)

AGAIN, THIS YEAR!

This year we will be using a web-based online voting system, allowing your district to cast your vote easily and securely. *Electronic Ballots will be emailed to the main contact in your district June 17, 2019. All votes must be received through the system no later than 5:00 p.m. August 9, 2019.*

*Districts can opt to cast a paper ballot instead; but you must contact Amber Phelen by e-mail Amberp@csda.net by **April 17, 2019** in order to ensure that you will receive a paper ballot on time.*

CSDA will mail paper ballots on June 17 per district request only. ALL ballots must be received by CSDA no later than 5:00 p.m. August 9, 2019.

The successful candidates will be notified no later than August 14, 2019. All selected Board Members will be introduced at the Annual Conference in Anaheim, CA in September 2019.

If you have any questions, please contact Amber Phelen at amberp@csda.net.



**California Special
Districts Association**
Districts Stronger Together

2019 BOARD OF DIRECTORS NOMINATION FORM

Name of Candidate: _____

District: _____

Mailing Address: _____

Network: _____ (see map)

Telephone: _____

(PLEASE BE SURE THE PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE)

Fax: _____

E-mail: _____

Nominated by (optional): _____

**Return this form and a Board resolution/minute action supporting the candidate
and Candidate Information Sheet by fax, mail, or email to:**

CSDA
Attn: Amber Phelen
1112 I Street, Suite 200
Sacramento, CA 95814
(877) 924-2732 (916) 442-7889 fax

amberp@csda.net

DEADLINE FOR RECEIVING NOMINATIONS – April 17, 2019



2019 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: _____

District/Company: _____

Title: _____

Elected/Appointed/Staff: _____

Length of Service with District: _____

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

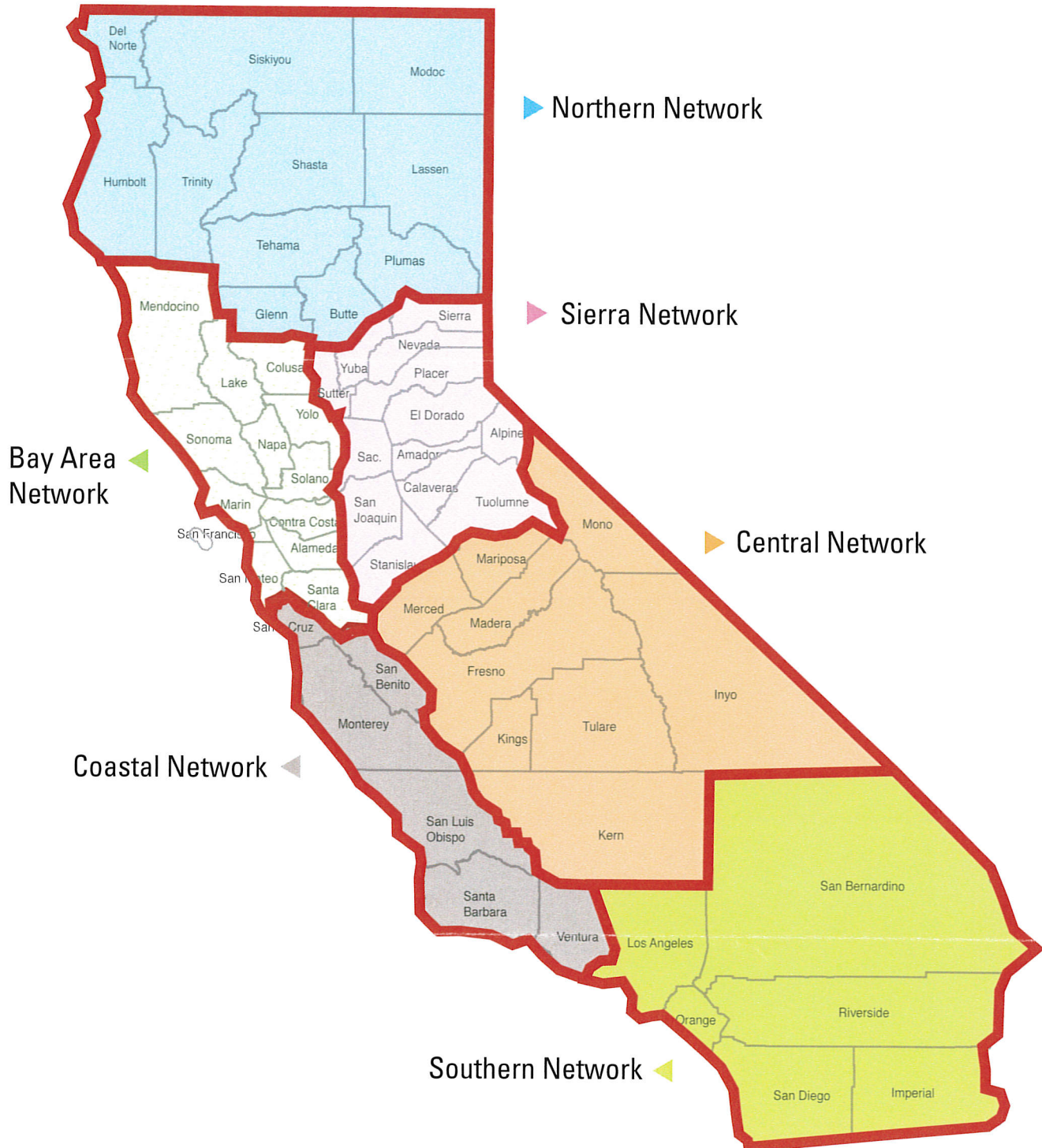
3. List local government involvement (such as LAFCo, Association of Governments, etc.):

4. List civic organization involvement:

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after April 17, 2019 will not be included with the ballot.**



California Special Districts Association
DISTRICT NETWORKS





RECLAMATION DISTRICT 1000

DATE: March 8, 2019

AGENDA ITEM NO. 6.2

TITLE: Authorization to Accept Easement

SUBJECT: Review and Consider Adoption of Resolution No. 2019-3-1 Authorizing General Manager to Accept Easement Deed from Sacramento Area Flood Control Agency

EXECUTIVE SUMMARY:

As part of the Natomas Levee Improvement Project, the Sacramento Area Flood Control Agency (SAFCA) has acquired property to accommodate the flood control improvements. Once the improvements are finalized, SAFCA issues a grant of easement deed to the local maintaining agency, in this case Reclamation District 1000 (RD 1000; District) in order to allow for ongoing maintenance and operation.

Staff recommends the Board review and consider adoption of Resolution No. 2019-3-1 authorizing the General Manager to accept the Grant of Easement Deed as provided in Attachment 1 of this staff report.

RECOMMENDATION:

Staff recommends the Board review and consider adoption of Resolution No. 2019-3-1 authorizing the General Manager to accept the Grant of Easement Deed as provided in Attachment 1 of this staff report.

FINANCIAL IMPACT:

None.

ATTACHMENTS:

1. Resolution No. 2019-3-1: Authorizing the General Manager to Accept Grant of Easement Deed from Sacramento Area Flood Control Agency

STAFF RESPONSIBLE FOR REPORT:



Kevin L. King, General Manager

Date: 02/28/2019



RECLAMATION DISTRICT NO. 1000
RESOLUTION NO. 2019-3-1

**A RESOLUTION OF THE BOARD OF TRUSTEES OF RECLAMATION DISTRICT NO. 1000
AUTHORIZING THE GENERAL MANAGER TO ACCEPT GRANT OF EASEMENT DEED FROM
SACRAMENTO AREA FLOOD CONTROL AGENCY**

At a regular meeting of the Board of Trustees of Reclamation District No. 1000 held at the District Office on the 8th day of March 2019, the following resolution was approved and adopted:

WHEREAS, the Board of Trustees (“Board”) of Reclamation District No. 1000 (“District”) is a reclamation district created by act of the legislature of the State of California, approved April 8, 1911; and,

WHEREAS, the Sacramento Area Flood Control Agency (“SAFCA”) is a joint exercise of powers agency established pursuant to the laws of the State of California; and,

WHEREAS, SAFCA has the need to convey easement deeds to District, from time to time, for the District’s purpose and use for existing and future flood control projects; and,

WHEREAS, SAFCA has provided to District an easement deed as provided in Attachment No. 1 to this resolution; and,

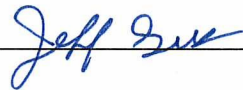
WHEREAS, pursuant to Government Code section 27281, the District Board has authority to accept such assignment of easements from SAFCA upon the execution of the certificate of acceptance set forth in Attachment No. 1 to this resolution; and,

WHEREAS, the Board desires to authorize the District General Manager to execute the certificate of acceptance on behalf of the District.

NOW THEREFORE BE IT RESOLVED THAT: The Board of Trustees of Reclamation District No. 1000 hereby accepts the grant of easement deed from SAFCA as provided in Attachment No. 1 of this resolution and authorizes the General Manager to execute the certification of acceptance.

ON A MOTION BY Trustee Nick Avdis, seconded by Trustee Tom Barandas, the foregoing resolution was passed and adopted by the Board of Trustees of Reclamation District No. 1000, this 8th day of March 2019, by the following vote, to wit:

AYES: 5 Trustees: Nick Avdis
NOES: 0 Trustees: Chris Burns
ABSTAIN: 0 Trustees: Jeff Smith
RECUSE: 0 Trustees: Fred Harris
ABSENT: 2 Trustees: Tom Barandas



Jeff Smith

President, Board of Trustees
Reclamation District No. 1000

CERTIFICATION:

I, Joleen Gutierrez, Secretary of Reclamation District No. 1000, hereby certify that the foregoing Resolution 2019-3-1 was duly adopted by the Board of Trustees of Reclamation District No. 1000 at the regular meeting held on the 8th of March 2019 and made a part of the minutes thereof.



Joleen Gutierrez, District Secretary

WHEN RECORDED RETURN TO:

Reclamation District No. 1000
c/o Kevin L. King, General Manager
1633 Garden Highway
Sacramento, California 95833

No Recording Fee Per Gov't Code § 6103
No Documentary Transfer Tax per R&T
Code § 11922 - Governmental Acquisition

Project: Natomas Cross Canal South Levee EIP Project

APN: N/A

EASEMENT DEED

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, the SACRAMENTO AREA FLOOD CONTROL AGENCY, a joint powers authority established pursuant to the laws of the State of California (“Grantor”), GRANTS to RECLAMATION DISTRICT NO. 1000, a reclamation district created by act of the legislature of the State of California, approved April 8, 1911 (“Grantee”), its successors and assigns, a non-exclusive perpetual right of way and easement in in the County of Sutter, State of California, described in Exhibit “A” and Exhibit "C" and shown as "RD-1000 Flood Control Easement" on Exhibit "B" and Exhibit "D", all attached hereto and made a part hereof (“Property”), for use in connection with any existing or future flood control project:

1. Description of Easement. The easement rights conveyed herein include:
 - A. Grantee may use the Property to construct, reconstruct, alter, augment or enlarge, fence, repair and use flood control works (“Flood Control Works”), which shall include, but not be limited to, haul and patrol roads, levees, ditches, embankments, channels, culverts, berms, monitoring and relief wells, fences, gates, erosion control features and appurtenant structures, and operate, inspect and maintain said Flood Control Works in conformity with the Code of Federal Regulations, U.S. Army Corps of Engineers’ Standard Operation and Maintenance Manual, and State of California operation and maintenance manuals, regulations and standards.
 - B. Grantee may clear and remove from said Flood Control Works and the Property any and all natural or artificial obstructions, improvements, trees and vegetation necessary for construction, operation, maintenance, repair, reconstruction, and emergency flood fighting.
 - C. Grantee may flow waters and materials and by said flow erode.
 - D. Grantee may place or deposit earth, debris, sediment, or other material.

- E. Grantee may excavate and remove earth, debris, sediment, or other material, including that placed or deposited as above.
 - F. Grantee may plant trees, shrubs and other vegetation on the Easement Area and preserve and maintain such vegetation growth as may be desirable for project purposes.
 - G. Grantee may locate or relocate roads and public facilities constructed by Grantor or by others.
 - H. Grantee may restrict the rights of the Grantor, its successors and assigns, without limitations, to explore, extract, remove, drill, mine, or operate through the surface or upper 500 feet of the subsurface in exercise of the Grantor's interest in any minerals, including oil and gas.
 - I. Grantee may restrict any use by Grantor or by others which may interfere with any of the uses listed herein or any use necessary or incidental thereto.
 - J. Grantee may conduct engineering, geotechnical, survey, cultural and environmental investigations.
 - K. Grantee shall have rights of ingress to and egress from the Easement Area for the purpose of exercising and performing all rights and privileges reserved herein.
2. Waiver. Grantor does hereby waive all claim or claims for any and all compensation for and on account of the location, establishment, construction, operation and maintenance of Flood Control Works and appurtenant structures upon the Property hereinabove described in accordance with the provisions hereof.
3. Binding on Successors and Assigns. The provisions hereof shall inure to the benefit of and be binding upon Grantor and Grantee and their respective successors and assigns.

IN WITNESS WHEREOF, the SACRAMENTO AREA FLOOD CONTROL AGENCY has caused this Easement Deed to be executed as of the date set forth below the signature line.

SACRAMENTO AREA FLOOD CONTROL
AGENCY

Richard M. Johnson
Executive Director

Date: _____

CERTIFICATE OF ACCEPTANCE

This is to certify that the interest in real property conveyed by this deed dated _____ from the first party to the RECLAMATION DISTRICT NO. 1000 (“RD 1000”), is hereby accepted pursuant to RD 1000 Board of Trustees Resolution No. 2019-3-1, and the Grantee consents to recordation thereof by its duly authorized officer.

By _____ Dated: _____, 20__

Kevin L. King
General Manager

EXHIBIT "A"
FLOOD CONTROL WORKS EASEMENT
LEGAL DESCRIPTION

All that real property situated in the County of Sutter, State of California lying within a portion of each of the following three (3) sections of land: Section 13 and Section 24, Township 11 North, Range 3 East, and Section 18, Township 11 North, Range 4 East, Mount Diablo Meridian, being a portion of Lots 10, 11, and 12 as said lots are shown on that certain plat entitled "Map of Natomas Bennett Subdivision" filed in Book 3 of Surveys at Pages 83 to 86, Sutter County Records, being a portion of the lands of Sacramento Area Flood Control Agency (SAFCA), as said lands are described in that certain Final Order of Condemnation recorded as Document No. 2011-0010078, Official Records, Sutter County Records, more particularly described as follows:

COMMENCING at a 2" iron pipe in concrete stamped "L.S. 5260", said iron pipe being set at the most easterly corner of said lands as shown on that certain Record of Survey filed in Book 18 of Record of Surveys at Pages 243 to 247, Sutter County Records; thence along the northerly line of said lands North 79°37'00" West 457.45 feet to a point thereon, said point being the **POINT OF BEGINNING**; thence leaving said northerly line South 52°17'18" West 3853.35 feet to a point on the general southwesterly line of said lands, said point being distant from the most southerly corner of said lands measured along last said line the following two (2) courses: 1) North 43°11'30" West 105.10 feet; 2) North 37°48'04" West 239.66 feet; thence along said general southwesterly line North 37°48'04" West 100.00 feet to the most westerly corner of said lands; thence along the general northwesterly line of said lands North 52°17'18" East 3763.77 feet to the most northerly corner thereof; thence along said northerly line South 79°37'00" East 134.36 feet to the **POINT OF BEGINNING**.

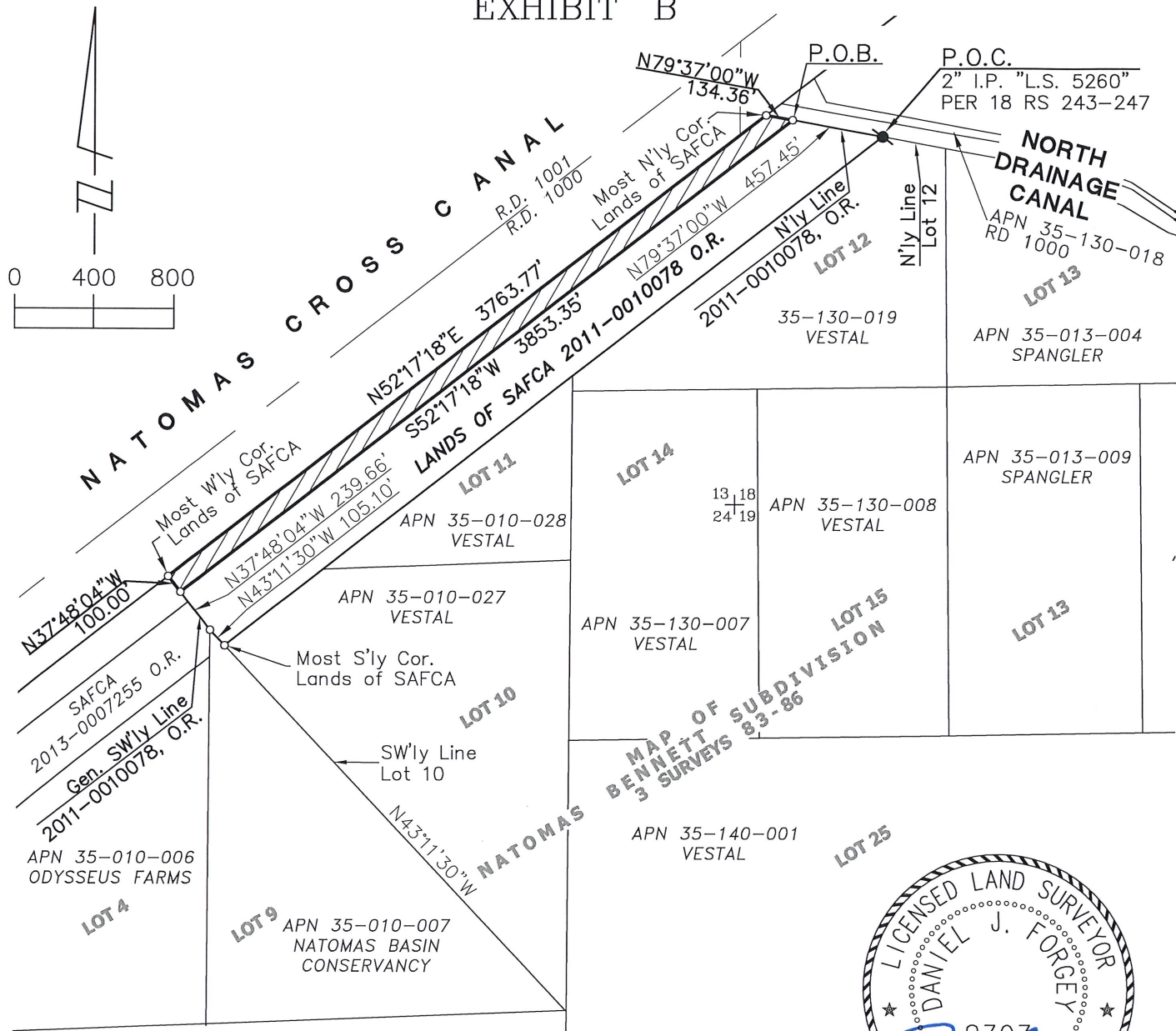
Containing 8.743 acres, more or less.

The basis of bearings for this description is NAD 83, California State Coordinate System (CCS83), Zone 2 (1991.35 epoch date) and is based on the NLIP project survey control established by Psomas and documented on the Record of Survey filed in Book 18 of Record of Surveys, Pages 172 and 173, Sutter County Records. All distances cited herein are grid values, which are the basis for the areas shown hereon. To obtain ground values multiply the distances and by 1.00006027.

End of Description



EXHIBIT 'B'



LEGEND

- P.O.C.: Point of Commencement
- P.O.B.: Point of Beginning
- Monument found as noted
- Dimension point, nothing found or set



RD-1000 Flood Control Easement

AREA: 8.743 AC±

NOTES:

- 1) The Horizontal Datum for this plat is based on the CCS, NAD83, Zone 2 datum.
- 2) Distances shown are grid, multiply by 1.00006027 to obtain ground values.

RD-1000
FLOOD CONTROL WORKS EASEMENT

COUNTY OF SUTTER

STATE OF CALIFORNIA

DATE: 03/9/2017

SCALE: 1" = 800'

DRWN. BY: AB

CHK. BY: DJF

SHEET 1 OF 1

PSOMAS

1075 Creekside Ridge Drive, Suite 200
Roseville, Ca. 95678
(916) 788-8122 (916) 788-0600 (FAX)

Plotted: Mar/09/2017 2:59 PM | By: Dforgey
DWG: P:\SAFCA\2006.NLIP\Land Transfer - DWR\Legals\SAFCA to RD 1000\Exhibits\SAFCA to RD1000-Vestal_FCE.dwg

Board Packet

Page 49 of 52

EXHIBIT "C"
FLOOD CONTROL WORKS EASEMENT
LEGAL DESCRIPTION

All that real property situated in the County of Sutter, State of California, within Sections 23, 25 and 26, Township 11 North, Range 3 East, Mount Diablo Meridian, being a portion of the property of Sacramento Area Flood Control Agency (SAFCA) as said property is described in that certain Final Order of Condemnation recorded as Document No. 2013-0007255, Sutter County Records, said real property lying northwesterly, westerly and southwesterly of the following described line:

COMMENCING at a 1" iron pipe with cap stamped "L.S. 5260", said iron pipe being set at an angle point on the general easterly line of said lands of SAFCA and being the northeasterly terminus of that certain course having the bearing and distance of "South 31°27'48" West 578.10 feet" as shown on that certain Record of Survey filed in Book 18 of Record of Surveys at Pages 243-247, Sutter County Records; thence North 11°52'14" West 483.62 feet to a point on the general easterly line of Parcel 1 described in that certain Final Order of Condemnation recorded as Document No. 199716847, Official Records, Sutter County Records, said point being 75.00 feet from the northwesterly terminus of that course having the bearing and distance of "North 58°31'19" West 132.05 feet", said point being the **POINT OF BEGINNING**; thence leaving last said line South 31°31'18" West 1117.76 feet to the beginning of a curve concave easterly having a radius of 644.41 feet; thence southerly along said curve 487.35 feet through a central angle of 43°19'54"; thence on a course non-tangent to said curve South 34°53'26" East 89.91 feet; thence South 39°01'35" East 349.36 feet; thence South 39°01'50" East 270.13 feet; thence South 38°55'53" East 234.67 feet; thence South 38°39'04" East 230.16 feet to a point, said point being distant South 82°16'36" West 806.51 feet from the 3½" aluminum disk stamped "PSOMAS NLEP CONTROL 7" as said disk is shown on that certain Record of Survey filed in Book 18 of Record of Surveys at Pages 172 and 173, Sutter County Records; thence South 32°45'40" East 342.39 feet; thence South 25°03'42" East 219.10 feet; thence South 31°33'02" East 270.55 feet; thence South 31°27'26" East 269.57 feet; thence South 31°17'51" East 273.91 feet; thence South 27°20'50" East 76.51 feet to a point on the northerly line of South ½ of the North ½ of Section 25 Township 11 North, Range 3 East, Mount Diablo Meridian, said point also being the **POINT OF TERMINATION**.

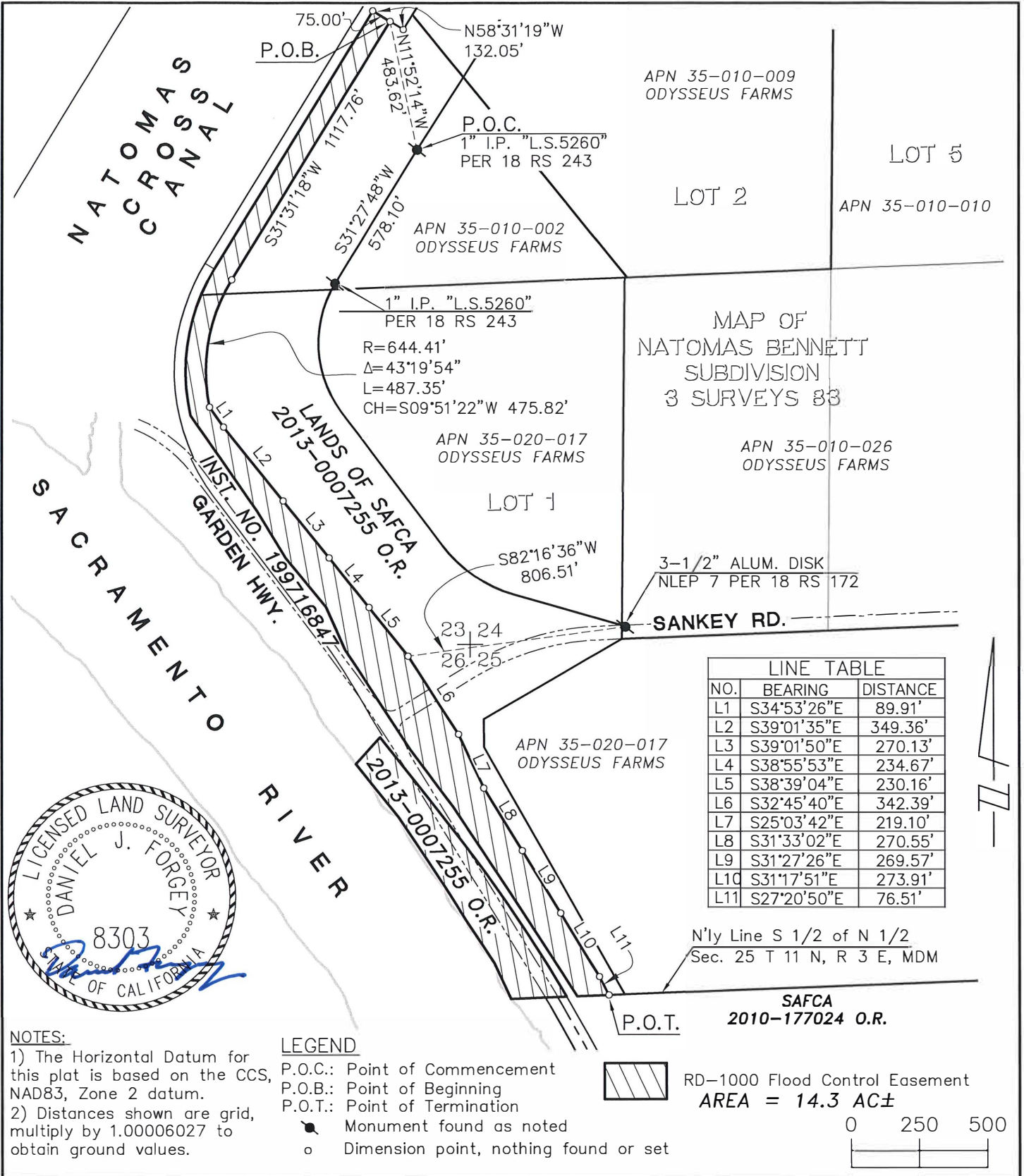
Containing 14.3 acres, more or less.

The basis of bearings for this description is NAD 83, California State Coordinate System (CCS83), Zone 2 (1991.35 epoch date) and is based on the NLIP project survey control established by Psomas and documented on the Record of Survey filed in Book 18 of Record of Surveys, Pages 172 and 173, Sutter County Records. All distances cited herein are grid values. To obtain ground values multiply the distances by 1.00006027.

End of Description



EXHIBIT 'D'



RD-1000 FLOOD CONTROL WORKS EASEMENT

COUNTY OF SUTTER

STATE OF CALIFORNIA

DATE: 03/09/2017

SCALE: 1" = 500'

DRWN. BY: AB

CHK. BY: BEB

SHEET 1 OF 1

PSOMAS

1075 Creekside Ridge Drive, Suite 200
 Roseville, Ca. 95678
 (916) 788-8122 (916) 788-0600 (FAX)

Plotted: Mar/09/2017 11:11 AM | By: Dforgey
 DWG: P:\SAFCA\2006.NLIP\Land Transfer - DWR\Legals\SAFCA to RD 1000\Exhibits\SAFCA to RD1000-Odyseus_FCE.dwg



RECLAMATION DISTRICT 1000

DATE: March 8, 2019

AGENDA ITEM NO. 7.1.1

TITLE: Executive Committee Minutes – February 27, 2019

SUBJECT: Meeting Minutes from the Executive Committee Meeting – February 27, 2019

EXECUTIVE SUMMARY:

A meeting of the Reclamation District 1000 Executive Committee was held on Thursday, February 27, 2019 at 8:00 a.m. at the District office. In attendance were Trustees Barandas, Smith and Harris (phone participant). Staff in attendance were General Manager King and Administrative Services Manager Gutierrez. No members of the public were present and therefore no public comments were made.

General Manager King presented the proposed agenda and new format for the March 8, 2019 Board of Trustees meeting. The discussion was centered on the new agenda format and the resulting change in how the Board meeting would be conducted. Trustees Barandas, Harris and Smith agreed to move forward with the new format for the March 8, 2019 Board meeting. The Executive Committee approved the March 8, 2019 Board Agenda and with no further business on the Executive Committee Agenda, the meeting was adjourned at 9:15 a.m.

STAFF RESPONSIBLE FOR REPORT:

Kevin L. King, General Manager

Date: 02/28/2019