



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

**FRIDAY, APRIL 17, 2020
8:00 A.M.**

WEB & TELEPHONE MEETING ONLY

MODIFIED BROWN ACT REQUIREMENTS IN LIGHT OF COVID-19

In Compliance with CA Executive Orders N-25-20 and N-29-20 members of the Board of Trustees and members of the public will participate in this meeting by teleconference. The call-in information for the Board of Trustees and the public is as follows:

Join the meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/575987997>

and/or dial in using your phone.

United States (Toll Free): [1 877 309 2073](tel:18773092073)

United States: [+1 \(571\) 317-3129](tel:+15713173129)

Access Code: 575-987-997

If you don't already have the gotomeeting application downloaded, please allow your self additional time prior to the meeting to install the free application on your computer, tablet or smartphone. The application is not required to participate via phone.

Any member of the public on the telephone may speak during Public Comment or may email public comments to kking@rd1000.org and comments will be read from each member of the public. During this period of modified Brown Act Requirements, the District will use best efforts to swiftly resolve requests for reasonable modifications or accommodations with individuals with disabilities, consistent with the Americans with Disabilities Act, and resolving any doubt whatsoever in favor of accessibility. Requests for reasonable modifications under the ADA may be submitted to the email address noted above, or by phone directly to the District.

All items requiring a vote of the Board of Trustees will be performed as a roll call vote to ensure votes are heard and recorded correctly. In addition, the meeting will be recorded and participation in the meeting via gotomeeting and/or phone will serve as the participants acknowledgment and consent of recordation.

AGENDA

1. PRELIMINARY

- 1.1. Call Meeting to Order
- 1.2. Roll Call
- 1.3. Approval of Agenda
- 1.4. Pledge of Allegiance
- 1.5. 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

- 2.1. No Scheduled Presentations

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 March 2020 Board Meeting.
- 4.2. **SUPERINTENDENT'S REPORT:** Update on activities since the March 2020 Board Meeting.
- 4.3. **DISTRICT COUNSEL'S REPORT:** Update on activities since the March 2020 Board 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 March 13, 2020 Regular Board Meeting.
- 5.2. **TREASURER'S REPORT:** Approve Treasurer's Report for March 2020.

- 5.3. EXPENDITURE REPORT: Review and Accept Report for March 2020.
- 5.4. BUDGET TO ACTUAL REPORT: Review and Accept Report for March 2020.
- 5.5. AUTHORIZATION TO SUBMIT GRANT APPLICATION: Review and Consider Adoption of Resolution No. 2020-04-01 Authorizing General Manager to Submit Application for Grant Funding with State of California Department of Water Resources – Flood Maintenance Assistance Program 2020/2021.
- 5.6. AUTHORIZATION TO EXECUTE FUNDING AGREEMENT: Review and Consider Adoption of Resolution No. 2020-04-02 Authorizing General Manager to Execute Funding Agreement with State of California Department of Water Resources – Flood Maintenance Assistance Program 2020/2021.

6. SCHEDULED ITEMS

- 6.1. WARRANT FOR FUND TRANSFER: Review and Consider Approval of Warrant for Transferring Funds between Investment Accounts.
- 6.2. DISTRICT ELECTION & MODIFICATION OF TRUSTEES TERMS: Review and Consider Adoption of Resolution No. 2020-04-03 Adopting Election Procedures and Modifying Current Trustee Terms to Consolidate to State General Election Timeline.
- 6.3. RATIFICATION OF FUNDING AGREEMENT: Review and Consider Ratification of Funding Agreement for Upper Westside Development Project Processing Funding Agreement.
- 6.4. FISCAL YEAR 2019/2020 BUDGET ADJUSTMENT: Review and Consider Budget Adjustment for Fiscal Year 2019/2020 for Purchase of Replacement Vehicles.

7. BOARD OF TRUSTEE’S COMMENTS/REPORTS

7.1. BOARD ACTIVITY UPDATES:

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

- Operations Committee (Smith, Christophel & Lee Reeder) March 13, 2020
- Executive Committee (Smith & Burns) April 1, 2020
- Personnel Committee (Avis, Burns & Christophel) April 10, 2020

8. CLOSED SESSION

No Closed Sessions Items

9. ADJOURN



RECLAMATION DISTRICT 1000

DATE: APRIL 17, 2020

AGENDA ITEM NO. 4.1

TITLE: General Manager's Report – April 2020

SUBJECT: Update on activities since the March 2020 Board of Trustees Meeting

EXECUTIVE SUMMARY:

This Staff Report is intended to report the noteworthy activities and events of the District. Noteworthy activity from March included continued coordination on Natomas Levee Improvement Project with the United States Army Corps of Engineers, SAFCA and others, receipt of responses to two (2) Requests for Qualifications, and response to COVID-19 orders. In summary, the District had a productive and successful month. Our key activities and achievements are presented below:

BACKGROUND:

1. Administration Services

a. Fiscal Year 2020-2021 Budget

i. 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 2020 scheduled Board Meeting.

- Personnel Committee (Week of April 6th) – Met with Personnel Committee on April 10th to review Staff's recommendation on Cost of Living Adjustments (COLA) and Salary Adjustments. (See Item 7.1.1 for meeting minutes).
- Operations Committee (Week of April 13th) – Meet and review Budget assumptions for Operations & Maintenance (O&M) and Capital Improvement Program (CIP).
- Finance Committee (Week of April 20th) – Meet and review Draft Budget and Projected Cash Flow Analysis.
- RD 1000 Board Meeting (May 8, 2020) - Present Draft Budget to Trustees for review and comment. Staff to receive comments from the Trustees and adjust as directed.
- RD 1000 Board Meeting (June 12, 2020) – Present Final Budget to Trustees for consideration of adoption.

b. Request for Qualifications – Comprehensive Financial Plan & Assessment Rate Study

i. District issued a Request for Qualifications – Comprehensive Financial Plan

TITLE: General Manager's Report – April 2020

& Assessment Rate Study on March 2, 2020. The District received three (3) submittals on April 3rd. Finance Committee to meet and review on April 21st.

c. Request for Qualifications – Financial Audit Services

- i. District issued a Request for Qualifications – Financial Audit Services on March 2, 2020. The District received four (4) submittals on April 3rd. Finance Committee to meet and review on April 21st.

2. District Operations

a. Flood Operations:

- i. To date the District has not performed any flood operations since the Flood Season began on November 1, 2019. River elevations have remained very low as compared to this time last year.

3. Capital Improvement Projects

a. CIP Update

- i. District entered into Professional Services Agreement with KSN, Inc. on November 12, 2019. A kickoff meeting with held on December 2, 2019.
- ii. Condition Assessment and Facility Inventory finalized in December 2019.
- iii. KSN continues to make progress towards completion of the CIP Update by May 2020.
- iv. Operations Committee held a Meeting/Workshop on March 13, 2020 with KSN (See Agenda Item 7.1.1 for Meeting Minutes).

4. Miscellaneous

a. DWR Flood Maintenance Assistance Program (FMAP)

- i. GM King received funding agreement for 2020/2021 FMAP application on December 4, 2019.
- ii. As authorized by the Board on August 9, 2019 (RD 1000 Resolution No. 2019-08-05) GM King signed the funding agreement in January and returned to DWR for signatures.

b. Sacramento Area Flood Control Agency (SAFCA)

- i. Board Meeting – March 19, 2020 (Attachment No. 1).

ATTACHMENTS:

- 1. SAFCA Board Meeting – March 19, 2020

STAFF RESPONSIBLE FOR REPORT:



Kevin L. King, General Manager

Date: 04/13/2020

**SACRAMENTO AREA FLOOD CONTROL AGENCY
BOARD OF DIRECTORS
ACTION SUMMARY**

**TELECONFERENCE MEETING
OF MARCH 19, 2020**

This meeting was conducted via teleconference pursuant to Government Newsom's Executive Order N-25-20. Members of the public who wished to join the meeting were instructed to dial (916) 876-4100 and were asked to enter a Conference ID of 742816.

Directors/Alternates Present: Avdis, Burns, Conant, Frost, Harris, Holloway, Jennings, Kennedy, Peters, Serna

Directors Absent: Ashby, Nottoli, Shah

ROLL CALL

PLEDGE/ANNOUNCEMENTS

PUBLIC COMMENTS - *No public comments were received*

CLOSED SESSION

Government Code Section 54956.8 - Conference with Real Property Negotiators.

Property: 24 Durazno Court, Sacramento County, CA. APN: 274-0430-107

Agency Negotiators: John A. Bassett, M. Holly Gilchrist, Jason D. Campbell, Richard M. Johnson

Negotiating Party: Nicholas Leonard

Under Negotiation: Price and terms of payment

Motion by Director Conant and seconded by Director Harris authorizing staff to complete the real estate transaction. Details of the transaction will be made public when it is reduced to writing.

AYES: Avdis, Burns, Conant, Frost, Harris, Holloway, Jennings, Kennedy, Peters, and Serna

NOES: (None)

ABSTAIN: (None)

RECUSE: (None)

ABSENT: Ashby, Nottoli, and Shah

EXECUTIVE DIRECTOR'S REPORT

1. Information - Executive Director's Report for February 20, 2020 (Johnson) - *no action*

CONSENT MATTERS

Motion by Director Holloway and seconded by Director Harris to approve Resolution Nos: 2020-027; 2020-028; 2020-029; 2020-030; 2020-031 and 2020-032; of Consent Matters.

AYES: Avdis, Burns, Conant, Frost, Harris, Holloway, Jennings, Kennedy, and Serna

NOES: (None)
ABSTAIN: (None)
RECUSE: (None)
ABSENT: Ashby, Nottoli, Peters, and Shah

2. Adopting the Action Summary for February 20, 2020 (Russell)
3. Resolution No. 2020-027 - Authorizing the Executive Director to Execute Amendment No. 1 to Contract No. 1477 with Dawson and Associates, Inc. for Government Relations Services (Johnson)
4. Resolution No. 2020-028 - Authorizing the Executive Director to Execute Amendment No. 2 to Contract No. 1474 with Blackburn Consulting for Environmental Engineering Services Related to the Natomas Basin Project (Bassett)
5. Resolution No. 2020-029 - Amending the Agency Alignment Implementation Plan for the Yolo Bypass Integrated Multi-Benefit Program (Johnson)
6. Resolution No. 2020-030 - Adopting Addendum No. 3 to the Environmental Impact Statement/Environmental Impact Report on the American River Watershed Common Features General Reevaluation Report and Approving Modifications and Refinements to the Project (Sorgen)
7. Resolution No. 2020-031 - Supporting the State Climate Resilience Bond Proposal (Bardini)
8. Resolution No. 2020-032 - Amending the Executive Director's Delegated Authority Related to Real Estate Transactions During California Executive Order N-25-20 (Covid-19) (Johnson)

ADOURN

Respectfully submitted,
Lyndee Russell



RECLAMATION DISTRICT 1000

DATE: APRIL 17, 2020

AGENDA ITEM NO. 4.2

TITLE: Superintendent's Report – April 2020

SUBJECT: Update on activities since the March 2020 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 March 2020. As well as provide information regarding District facility use and local weather impacts on District facilities and river levels.

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.

RECOMMENDATION:

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

ATTACHMENTS:

1. Superintendent's Report Data Sheet

STAFF RESPONSIBLE FOR REPORT:

Donald Caldwell, Superintendent

Date: 04/03/2020

Kevin L. King, General Manager

Date: 04/06/2020

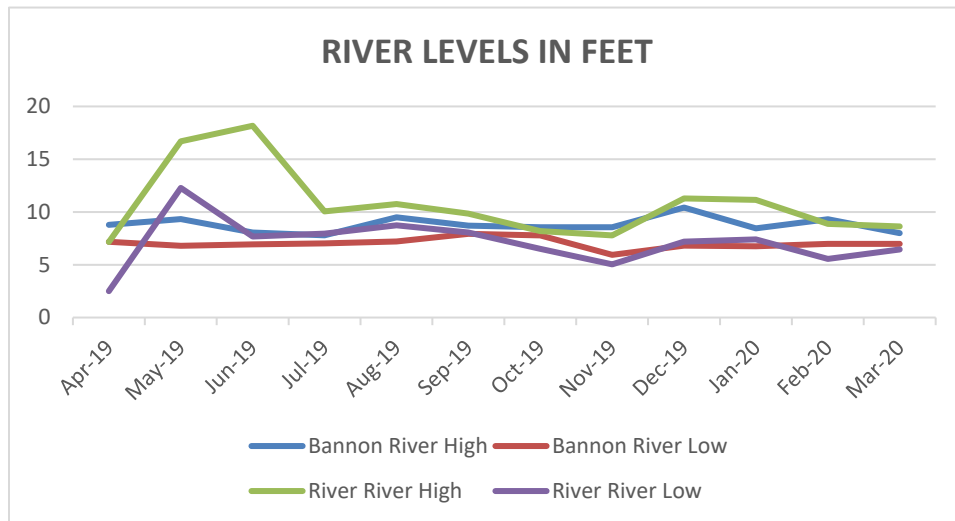


Superintendent's Report March 2020

River Levels:

Bannon H: 8.0'
L: 6.98'

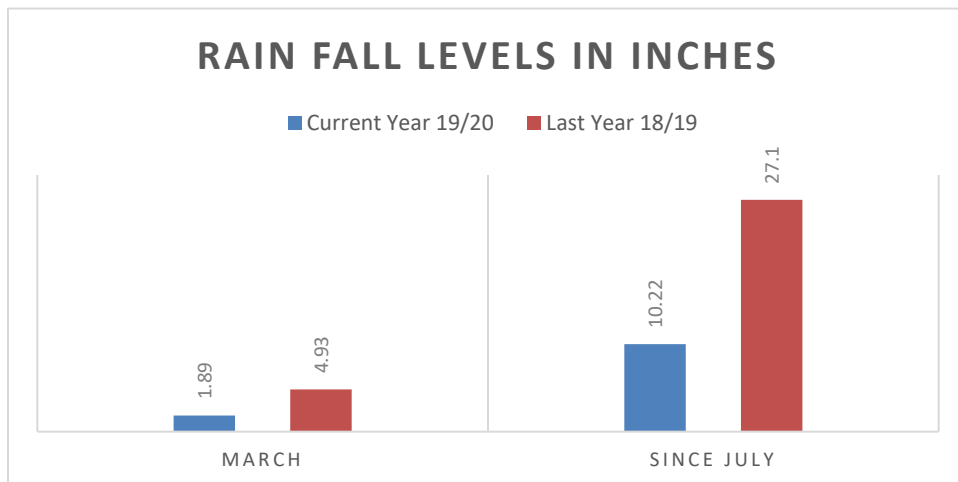
River H: 8.63'
L: 6.45'



Rain Fall Totals:

March rain totals were 1.89"

Rain totals since July 1st were 10.22"



Safety Topics for the Month of March

Covid-19: Shelter in place for everyone's health and safety.

District Complaints

There were no District complaints during the month of March. Superintendent Caldwell did note upon his District patrols and inspection that the Pleasant Grove and Sutter area residents have been working with neighbors on a cooperative effort to remove trash from common dump sites in the area.

Superintendent's Report

The chart below represents various activities the field crew spent their time working on during the month of March 2020.

RD 1000 Field Crew	*Field Hours Worked	Activity
	58	Grounds
	3.5	Pump Plant Maintenance
	227	Pump Rounds
	43	Garbage**
	94	Weed Control
	133.5	Tree Trimming/Removal
	40	Mowing
	56	Equipment Repair
	2	Equipment Haul
	571	Misc/Other

*Hours worked do not include Superintendent's time. **Total crew time for ALL garbage activity including illegal dumping, unauthorized encampments and debris removal to waste collection facilities.*

Pumping

The District did some pumping for the month of March due to a small rain event and continued agricultural drainage

Pumping Plant	Pump	Hours and A/F
Plant 1-B	Pump # 2	139.4 hours and 1366.12 A/F
Plant 2	Pump # 1	0.9 hours and 5.9 A/F
	Pump # 2	15.5 hours and 44.95 A/F
Plant 3	Pump # 1	200.2 hours and 740.74 A/F
	Pump # 3	246.9 hours and 1654.23 A/F

Unauthorized Encampment Activity There was no unauthorized encampment activity during the month of March.

Unauthorized Encampment Activity – Year to Date

This fiscal year to date the District has spent a total of 686 crew hours on unauthorized encampment activity for a total cost to the district of \$48,700.20. This total includes labor,* equipment costs, materials and dump fees.

**labor costs only include hourly wages and do not include a weighted rate for each employee*



RECLAMATION DISTRICT 1000

DATE: April 17, 2020

AGENDA ITEM NO. 4.3

TITLE: District Counsel's Report – April 2020

SUBJECT: Update on activities since the March 2020 Board of Trustees Meeting

EXECUTIVE SUMMARY:

Reclamation District 1000's (RD 1000; District) General Counsel, Rebecca Smith and/or Scott Shapiro to provide verbal report of work performed during the month of March 2020.

Activities included counseling related to ongoing litigation (*Liam Meyer v. California Department of Water Resources, et al.*, Sacramento County Case No. 34-2020-0027639); preparation and planning for District Board meetings; counseling related to County- and State-wide shelter in place orders; and guidance related to the timing and process required for District elections.

ATTACHMENTS:

None

STAFF RESPONSIBLE FOR REPORT:

Rebecca Smith, General Counsel

Date: 04/06/2020



Kevin L. King, General Manager

Date: 04/06/2020



RECLAMATION DISTRICT 1000

DATE: APRIL 17, 2020

AGENDA ITEM NO. 5.1

TITLE: Approval of Minutes

SUBJECT: Approval of Minutes from March 13, 2020 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 actions taken by the Board. Staff recommends Board approval of meeting minutes (Attachment 1) from the March 13, 2020 Regular Board Meeting.

BACKGROUND:

The Ralph M. Brown Act (Gov. Code §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 No. 1000 documents meetings of the Board of Trustees through Board Minutes.

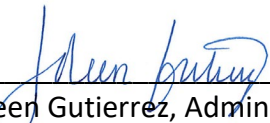
RECOMMENDATION:

Staff recommends the Board approve the Minutes from the March 13, 2020 Regular Board Meeting.

ATTACHMENTS:

1. March 13, 2020, Board Meeting Minutes

STAFF RESPONSIBLE FOR REPORT:



Joleen Gutierrez, Administrative Services Manager

Date: 04/03/2020



Kevin L. King, General Manager

Date: 04/06/2020



**Reclamation District No. 1000
Board of Trustees Meeting**

1633 Garden Highway
Sacramento, CA 95833

**MARCH 13, 2020
MEETING MINUTES**

The Reclamation District No. 1000 Board of Trustees met in regular session on March 13, 2020, at the District Office. Present were: Board President Jeff Smith; Vice President Chris Burns; Trustee Jag Bains, Trustee Elena Lee Reeder; General Manager Kevin King; Co-General Counsel Rebecca Smith; General Counsel Scott Shapiro; Administrative Services Manager Joleen Gutierrez; District Superintendent Don Caldwell and Administrative Assistant Christina Forehand.

Absent: Trustee Nick Avdis; Trustee David Christophel; Trustee Thom Gilbert.

1. PRELIMINARY

1.1. Call Meeting to Order

Board President Jeff Smith called the meeting to order.

1.2. Roll Call

Roll Call was taken by Board Secretary Joleen Gutierrez.

Present: Trustees Jag Bains, Elena Lee Reeder, Jeff Smith, Chris Burns,

Absent: Trustees Nick Avdis, David Christophel, and Thom Gilbert

1.3. Approval of Agenda

A motion to approve the Agenda was made by Trustee Chris Burns, seconded by Trustee Elena Lee Reeder, all in favor, and motion is approved.

Moved/Seconded: Trustees Chris Burns, Elena Lee Reeder

AYES: Trustees Jeff Smith, Jag Bains, Chris Burns, Elena Lee Reeder

NOES: None.

ABSTAIN: None.

ABSENT: Trustees Nick Avdis, David Christophel, Thom Gilbert

ACTION: A motion to approve the March 13, 2020 Board meeting agenda passed.

1.4. Pledge of Allegiance

All stand and recite the Pledge of Allegiance.

1.5. Conflict of Interest

No conflicts were identified.

2. PRESENTATIONS

No presentations were scheduled.

3. PUBLIC COMMENT (NON-AGENDA ITEMS)

No public Comments were made.

4. INFORMATIONAL ITEMS

4.1. GENERAL MANAGER'S REPORT: Update on activities since the February 2020 Board Meeting.

A copy of the General Manager's report was included in the March 13, 2020 Board packet. General Manager King stated his time was spent meeting with developers and the county on various development projects and drainage plans. An application was submitted for the Upper West Side.

The District is moving forward with the SCADA implementation and communication changes to resolve communication issues reported last month. The changes are being made per General Manager King's discussion with the Operations Committee.

General Manager King made known the Natomas Chamber's Annual State of Natomas Luncheon is scheduled for April 13, 2020; he extended the invitation to Trustees. Trustees Elena Lee Reeder, Jeff Smith Chris Burns, Jag Bains would like to attend. He also reported the District is now a member of the Natomas Chamber.

4.2. SUPERINTENDENT'S REPORT: Update on activities since the February 2020 Board Meeting.

General Manager King noted a minor correction to the Superintendent's Report. On page 76 – the total work hours spent on unauthorized encampment related changed from 25 hours to 177 hours. The total cost for the month is \$1789.09. The year to date is expense for work related to unauthorized encampments is \$48,700.20. GM King would like to make the breakdown clearer, and useful. To accomplish this, in the future, the pie chart will have additional categories.

Trustee Burns referenced an article in The Sacramento Bee and asked if the District is working with CHP on stings for illegal dumping. Superintendent Caldwell is currently not working with CHP on illegal dumping. He made known portable cameras were recently installed throughout the District.

Board President Jeff Smith asked if we have fewer or more encampments this year because the river is lower, and people are down farther. Superintendent Caldwell believes we have fewer encampments because of the levee projects where campers are actively kept out of the reach project area. General Manager King added there are still 50-75 camps at Discovery Park, and he believes there are additional camps in the floodplain closer to the water; campers just haven't migrated up to the levee prism yet. He reported the NEMDC is relatively clean when compared to last year.

4.3. DISTRICT COUNSEL'S REPORT: Update on activities since the February 2020 Board Meeting.

General Counsel Rebecca Smith provided an overview of her activities and provided a verbal overview of Serial Meetings (under The Brown Act), namely what constitutes a serial meeting and how best to avoid them. General Counsel Scott Shapiro was in attendance and helped to clarify questions and scenarios concerning serial meetings and maintaining transparency.

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 14, 2020 Regular Board Meeting.

General Manager Kevin King requested to have Item 5.1 pulled from the Consent Calendar for a change. The change is to strike the last sentence of paragraph 5 on page 81 "After discussion the Board agreed to better communication."

MOVED/SECONDED: Trustee Chris Burns/Trustee Jeff Smith

AYES: Trustee Jag Bains, Trustee Chris Burns, Trustee Elena Lee Reeder, Trustee Jeff Smith

NOES: none.

ABSTAIN: none.

ABSENT: Trustee Nick Avdis, Trustee David Christophel, Trustee Thom Gilbert

ACTION: A motion to amend the February 14, 2020 Board meeting minutes is approved.

5.2. TREASURER'S REPORT: Approve Treasurer's Report for February 2020.

5.3. EXPENDITURE REPORT: Review and Accept Report for February 2020.

5.4. BUDGET TO ACTUAL REPORT: Review and Accept Report for February 2020.

Consent Calendar Items 5.2, 5.3, and 5.4 were adopted in one motion.

MOVED/SECONDED: Trustee Chris Burns/Trustee Elena Lee Reeder

AYES: Trustee Jag Bains, Trustee Chris Burns, Trustee Elena Lee Reeder, Trustee Jeff Smith

NOES: none.

ABSTAIN: none.

ABSENT: Trustee Nick Avdis, Trustee David Christophel, Trustee Thom Gilbert

ACTION: A motion to approve Consent Calendar Items 5.2, 5.3, and 5.4 is approved.

6. SCHEDULED ITEMS

6.1. WARRANT FOR FUND TRANSFER: Review and Consider Approval of Warrant for Transferring Funds between Investment Accounts.

General Manager Kevin King stated this is a request for approval for a warrant transfer of funds from the District's Sacramento County Treasurer's Fund to the District's LAIF Fund. He explained revenues are automatically placed in the Sacramento County Treasurer's Fund and that funds accumulate. The transferred funds will then be used to replenish the District's checking account as necessary. He noted the LAIF Fund has the highest liquidity and ease of transfer. He stated it has been a past practice by staff to move funds between accounts as necessary to meet business obligations.

The District's Administrative Services Manager Joleen Gutierrez projects existing funds in the District's LAIF account will be used up within the next 6-7 months and in anticipation of this she is requesting approval for a warrant transfer of funds in the amount of 1 million dollars to replenish the LAIF Fund. A handout was distributed to meeting attendees which presented the calculated rate of return for all funds; indicating the LAIF Fund as having the most favorable yield within the past year.

After robust discussion, it was determined that more information is desired supporting Fund transfers (i.e., Board Policies). Trustee Chris Burns asked several questions about budgeting, meeting obligations of operations reserve funds. Trustee Elena Lee Reeder requested to move this item to next month when all Trustees are present to make this decision. Trustee Jag Bains inquired about large fund transfer frequency. ASM Gutierrez made known the last \$1 million-dollar transfer request took place in October of 2018. President Jeff Smith explained that he is familiar with this process and that even with a transfer from fund to fund, it would still be the District's money. General Manager Kevin King recommended Board approval to transfer funds.

A motion was made to table Warrant for Fund Transfer to the next Board meeting.

MOVED/SECONDED: Trustee Chris Burns/Trustee Elena Lee Reeder

AYES: Trustee Jag Bains, Trustee Chris Burns, Trustee Elena Lee Reeder

NOES: Trustee Jeff Smith

ABSTAIN: None.

ABSENT: Trustee Nick Avdis, Trustee David Christophel, Trustee Thom Gilbert

ACTION: A motion passed to table Warrant for Fund Transfer to the next meeting with additional information.

7. BOARD OF TRUSTEE'S COMMENTS/REPORTS

7.1. BOARD ACTIVITY UPDATES:

7.1.1. RD 1000 Committee Meetings Since Last Board Meeting

- Legal Committee (Avis, Christophel, & Bains) February 25, 2020
- Personnel Committee (Christophel, Avis, & Burns) February 25, 2020
- Urbanization Committee (Lee Reeder, Burns, & Gilbert) February 25, 2020
- Finance Committee (Gilbert, Bains, & Smith) February 28, 2020
- Operations Committee (Smith, Christophel & Lee Reeder) March 3, 2020
- Executive Committee (Smith & Burns) March 4, 2020

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. POTENTIAL LITIGATION: Conference with legal counsel, significant exposure to litigation pursuant to Gov. Code Sec. 54956.9(b) (1 case)
- 8.3. EXISTING LITIGATION: Conference with legal counsel, existing litigation (Gov. Code Sec. 54956) (Meyer v. DWR et al, Sacramento Superior Case No. 34-2020-34-00276397).

9. RECONVENE TO OPEN SESSION

9.1. Report from Closed Session

Item 8.1 - Counsel Scott Shapiro reported the Board provided a personnel evaluation to Kevin King.

Item 8.2 - Counsel Scott Shapiro reported direction was given to counsel and staff to provide a further briefing to the Board at the next meeting.

Item 8.3 - Counsel Scott Shapiro reported counsel was directed to prepare an agreement between the District and counsel so that counsel could represent it in Meyer v. DWR; that that representation would also provide defense to Mr. King and Mr. Devereux; and that counsel would work to try to get the case dismissed since Reclamation District 1000 cannot provide the remedy sought.

- 9.2. COMPENSATION & BENEFITS: Review, Discuss and Take Possible Action on General Manager's Compensation & Benefits.

GM Kevin King negotiated a monthly \$100 vehicle allowance increase and a 5% salary increase (inclusive of a COLA and performance increase). Trustee Jag Bains requested to have this information put into writing and to have legal counsel modify GM King's employment contract. The employment contract would then be presented to the full Board at the next Board meeting. Compensation is proposed to be retroactive to employee's anniversary date of hire.

MOVED/SECONDED: Trustee Chris Burns/Trustee Jag Bains

AYES: Trustee Jag Bains, Trustee Chris Burns, Trustee Elena Lee Reeder, Trustee Jeff Smith

NOES: none.

ABSTAIN: none.

ABSENT: Trustee Nick Avdis, Trustee David Christophel, Trustee Thom Gilbert

ACTION: A motion to amend General Manager Kevin King's employment contract with a 5% salary increase (inclusive of a COLA and performance increase), and a \$100 monthly vehicle allowance increase, to be paid retroactively to employee's anniversary date of hire is approved.

10. ADJOURN

Meeting adjourned.



RECLAMATION DISTRICT 1000

DATE: APRIL 17, 2020

AGENDA ITEM NO. 5.2

TITLE: Treasurer's Report

SUBJECT: Approve Treasurer's Report for March 2020

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 considers the current month's receipts, fund to fund transfers, accounts payable, and payroll.

Noteworthy fund and cash flow items during the month of March 2020 are featured in the attached Treasurer's Report.

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. Assessments are collected through respective Sacramento and Sutter County tax bills.

The District is required by law to have a minimum of six (6) months operation and maintenance reserves. Additionally, the District needs six (6) months of Operations and Maintenance (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 March 2020 Treasurer's Report.

FINANCIAL IMPACT:

None.

ATTACHMENTS:

1. Treasurer's Report March 2020

TITLE: Treasurer's Report – March 2020

STAFF RESPONSIBLE FOR REPORT:



Joleen Gutierrez, Administrative Services Manager

Date: 04/03/2020



Kevin L. King, General Manager

Date: 04/06/2020

Reclamation District 1000
Treasurer's Report
March 2020

Treasurer's Report for March 2020

March 2020	
Total Funds	8,281,987.06
Bank of the West - Checking	186,261.82
Bank of the West - Money Market	250,745.15
Bank of the West - FMAP	211.45
Sacramento County Treasurer	4,725,636.48
State Treasurer - Local Agency Investment Fund	1,009,035.29
City of Sacramento - Pool A	2,110,096.87

March 2020 - Operations and Maintenance Cash Flow			
Beginning Balance			4,828,117.16
	Income	Expense	
Current months receipts	15,411.53		15,411.53
Transfer from money market account/FMAP	413,200.00		413,200.00
Accounts Payable*		(262,872.77)	(262,872.77)
Payroll		(81,957.62)	(81,957.62)
Ending Balance			4,911,898.30

*See Attached Check Register

Current months receipts are made up of the following:

Refund of bank fee	20.00
Reimbursement from insurance company for field equipment loss	5,000.00
Property tax refund	211.04
Deposit from Upper Westside, LLC	10,000.00
Scrap metal sales	180.49
	<u>15,411.53</u>

The district also received \$159,417.87 into the County Treasury during February 2020 for the Sutter County tax collections. Because of the timing of receipt of the County Treasury statements, these amounts were not previously reported.



RECLAMATION DISTRICT 1000

DATE: APRIL 17, 2020

AGENDA ITEM NO. 5.3

TITLE: Expenditure Report

SUBJECT: Review and Accept Report for March 2020

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. Staff recommends the Board review and accept the Expenditure Report for March 2020.

Expenses

The Administrative Services Manager reviews and the General Manager approves expenditures. This activity is disclosed monthly as an attachment to this staff report. The Expenditure Report (Attachment 1) reveals typical District spending for the month. Items of note were the District's purchase of three new field trucks from Folsom Chevrolet as well as a payment to Level 1 Roofing for replacement of the Plant 1A roof. Both items were budgeted expenses.

RECOMMENDATION:

Staff recommends the Board review and accept the Expenditure Report for March 2020.

FINANCIAL IMPACT:

None.

ATTACHMENTS:

1. March 2020 Expenditure Report
2. Financial Expense Comparison Summary

STAFF RESPONSIBLE FOR REPORT:



Joleen Gutierrez, Administrative Services Manager

Date: 04/05/2020



Kevin L. King, General Manager

Date: 04/06/2020

March 2020 Expenditure Report

Type	Date	Num	Name	Memo	Amount	Balance
Cash and Investments						102,480.68
1010.00 - Bank of the West Checking Acct						102,480.68
Bill Pmt						
-Check	03/01/2020	1001518919	Cal Pers	j gutierrez 457	-893.26	101,587.42
General						
Journal	03/02/2020		Bank of the West	Service charge refund	20.00	101,607.42
Transfer	03/04/2020			Funds Transfer	200,000.00	301,607.42
General						
Journal	03/04/2020			3/5/20 payroll	-30,068.22	271,539.20
General						
Journal	03/04/2020			3/5/20 payroll	-13,187.44	258,351.76
General				Reimbursement from insurance		
Journal	03/04/2020			company for employee field equipment	5,000.00	263,351.76
General				loss		
Journal	03/04/2020			Refund from County for overpayment of	211.04	263,562.80
Bill Pmt				property taxes		
-Check	03/05/2020	40920	Airgas NCN		-355.22	263,207.58
Bill Pmt						
-Check	03/05/2020	40921	AT&T		-285.65	262,921.93
Bill Pmt						
-Check	03/05/2020	40922	Bender Rosenthal Incorporated		-2,750.00	260,171.93
Bill Pmt						
-Check	03/05/2020	40923	City of Sacramento		-4.51	260,167.42
Bill Pmt						
-Check	03/05/2020	40924	Contour Sierra Aebi, LLC		-1,032.30	259,135.12
Bill Pmt						
-Check	03/05/2020	40925	Folsom Chevrolet		-1,255.02	257,880.10
Bill Pmt						
-Check	03/05/2020	40926	Gifts to Share - Celebrate Natomas		-1,000.00	256,880.10
Bill Pmt						
-Check	03/05/2020	40927	Grainger, Inc.		-762.28	256,117.82
Bill Pmt						
-Check	03/05/2020	40928	Neat Freak Clean, LLC		-280.00	255,837.82
Bill Pmt						
-Check	03/05/2020	40929	Smile Business Products		-269.30	255,568.52
Bill Pmt						
-Check	03/05/2020	40930	Steve Yaeger Consulting		-3,112.00	252,456.52
Bill Pmt						
-Check	03/05/2020	40931	US Bank Corp	4246044555654049	-3,134.09	249,322.43
Bill Pmt						
-Check	03/05/2020	40932	Valley Hydraulics & Machine, Inc.		-266.68	249,055.75
Bill Pmt						
-Check	03/05/2020	1001520917	Cal Pers		-300.00	248,755.75
Bill Pmt						
-Check	03/05/2020	0691377936	PG&E		-174.96	248,580.79
Bill Pmt						
-Check	03/05/2020	03052020	Waste Management of Sacramento		-516.16	248,064.63
Bill Pmt						
-Check	03/05/2020	922923924	Cal Pers		-11,962.86	236,101.77
Bill Pmt						
-Check	03/09/2020	40918	Folsom Chevrolet	Fleet Account #433649	-135,324.89	100,776.88
Bill Pmt						
-Check	03/09/2020	40919	Level 1 Roofing, Inc		-23,399.81	77,377.07
Bill Pmt						
-Check	03/11/2020	40933	A T.E.E.M. Electrical Engineering, Inc.		-2,090.00	75,287.07
Bill Pmt						
-Check	03/11/2020	40934	ACWA JPIA	April 2020	-1,829.14	73,457.93
Bill Pmt						
-Check	03/11/2020	40935	Aramark		-47.30	73,410.63
Bill Pmt						
-Check	03/11/2020	40936	Blankinship & Associates, Inc.		-2,122.50	71,288.13
Bill Pmt						
-Check	03/11/2020	40937	Carson Landscape Industries		-730.00	70,558.13
Bill Pmt						
-Check	03/11/2020	40938	Great America Financial Services		-332.29	70,225.84
Bill Pmt						
-Check	03/11/2020	40939	Kjeldsen, Sinnock & Neudeck, Inc.		-9,045.95	61,179.89
Bill Pmt						
-Check	03/11/2020	40940	Terrapin Technology Group		-1,036.89	60,143.00

Bill Pmt							
-Check	03/11/2020	40941	The Sacramento Bee	339553		-369.86	59,773.14
Bill Pmt			Yolo County Public				
-Check	03/11/2020	40942	Works	000051		-1,133.15	58,639.99
Bill Pmt			Berkshire Hathaway				
-Check	03/11/2020	23969	Homestate Companies	REWC018750		-1,830.52	56,809.47
Bill Pmt			Comcast				
-Check	03/11/2020	7727245461				-160.01	56,649.46
Bill Pmt			Napa Auto Parts				
-Check	03/11/2020	2353435				-395.59	56,253.87
Bill Pmt			Sacramento County Utilities				
-Check	03/11/2020	5574507898				-113.70	56,140.17
Bill Pmt			Sacramento County Utilities				
-Check	03/11/2020	7				-113.70	56,026.47
Bill Pmt			Department of Water				
-Check	03/11/2020	5646378575				-3,854.96	52,171.51
Bill Pmt			Resources	Contract 4600013162			
-Check	03/11/2020	40943					
Check	03/13/2020	EFT	ADP			-94.97	52,076.54
Transfer	03/16/2020			Funds Transfer		200,000.00	252,076.54
Transfer	03/16/2020			Funds Transfer		13,200.00	265,276.54
Bill Pmt			Carson Landscape Industries				
-Check	03/19/2020	40944				-160.00	265,116.54
Bill Pmt			MBK Engineers				
-Check	03/19/2020	40945				-378.75	264,737.79
Bill Pmt			Sacramento Metropolitan Air Quality Mgmt				
-Check	03/19/2020	40946				-4,465.00	260,272.79
Bill Pmt			Alhambra & Sierra Springs				
-Check	03/19/2020	03192020				-78.99	260,193.80
Bill Pmt			Cal Pers				
-Check	03/19/2020	1001527834				-18,937.97	241,255.83
Bill Pmt			PG&E				
-Check	03/19/2020	0793886627				-357.59	240,898.24
Bill Pmt			Streamline				
-Check	03/19/2020	6				-200.00	240,698.24
Bill Pmt			Cal Pers				
-Check	03/19/2020	A0204FGF				-300.00	240,398.24
General				3/20/20 payroll activity			
Journal	03/20/2020					-26,560.41	213,837.83
General				3/20/20 payroll activity			
Journal	03/20/2020					-12,141.55	201,696.28
General			Upper Westside, LLC	Contractor deposit from Upper			
Journal	03/24/2020			Westside		10,000.00	211,696.28
General			Sims Metal	Scrap metal sales/Sims Metal			
Journal	03/24/2020		Management	Management		180.49	211,876.77
Bill Pmt			City of Sacramento				
-Check	03/25/2020	8540212168				-158.09	211,718.68
Bill Pmt			The Home Depot				
-Check	03/25/2020	1400729449				-81.88	211,636.80
Bill Pmt			Verizon				
-Check	03/25/2020	8				-310.41	211,326.39
Bill Pmt			City of Sacramento				
-Check	03/25/2020	937755640				-44.72	211,281.67
Bill Pmt			Auburn Auto Glass	9169221449			
-Check	03/25/2020	8540239153				-246.54	211,035.13
Bill Pmt			Brookman Protection Services, Inc.				
-Check	03/25/2020	40947				-7,500.00	203,535.13
Bill Pmt			Downey Brand LLP				
-Check	03/25/2020	40948				-6,473.49	197,061.64
Bill Pmt			Hire Right Solutions, LLC				
-Check	03/25/2020	40949				-93.04	196,968.60
Bill Pmt			Interstate Oil Company				
-Check	03/25/2020	40950				-2,945.80	194,022.80
Bill Pmt			Larsen Wurzel & Associates				
-Check	03/25/2020	40951				-1,628.00	192,394.80
Bill Pmt			Mead & Hunt				
-Check	03/25/2020	40952				-4,069.50	188,325.30
Bill Pmt			Total Compensation Systems, Inc.				
-Check	03/25/2020	40953				-1,350.00	186,975.30
Bill Pmt			City of Sacramento				
-Check	03/25/2020	40954				-4.51	186,970.79
Check	03/27/2020	EFT	ADP			-708.97	186,261.82

Total 1010.00 · Bank of the West Checking Acct

83,781.14 186,261.82

Total Cash and Investments

83,781.14 186,261.82

83,781.14 186,261.82

Total receipts	15,411.53
Transfers from Money Market /FMAP	413,200.00
Payroll disbursements	-81,957.62
Accounts payable disbursements	-262,872.77



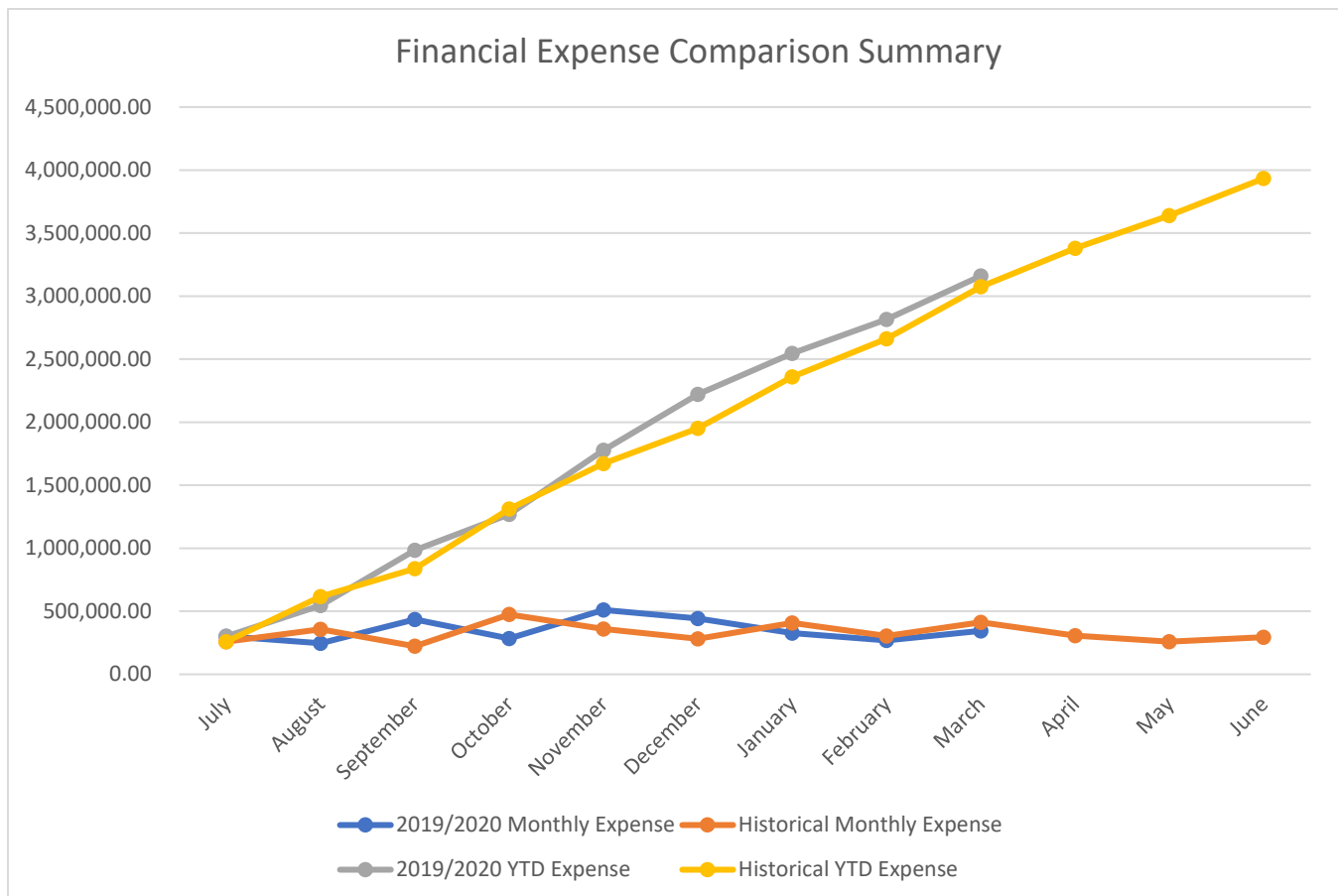
Monthly Historical Expense Comparison

The graph below compares current fiscal year monthly expenses to historical monthly expense trends for the last three fiscal years. [See: Blue line/Orange line]

The graph also compares the cumulative year to date costs as well as historical year to date expense trends for fiscal year 2016/2017 through fiscal year 2018/2019. [See: Gray line/Gold line].

Variations in the month to month expense compared to the historical month to month expense are due to single expense budgeted items including large equipment purchases and the District's annual insurance liability renewal in which remittance of payment can vary each year slightly.

When comparing year to date expenses to historical expenses, the District is trending higher in the past year due to incurred costs related to the FMAP grant. While these expenses have been reimbursed to the District, initial charges were not excluded from the graph below. The District is also set to continue an annual upward trend in the future due to anticipated increases in personnel costs for current and retired employees.





RECLAMATION DISTRICT 1000

DATE: APRIL 17, 2020

AGENDA ITEM NO. 5.4

TITLE: Budget to Actual Report

SUBJECT: Review and Accept Report for March 2020

EXECUTIVE SUMMARY:

This Staff Report is intended to provide a monthly budgetary snapshot of how well the District is meeting its set 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.

Attachment 1 provides a fiscal year to date report for the month ending March 31, 2020. Administrative costs exceeding 80% are due to one-time annual budgeted expenses. Items under budget are currently being reviewed by Staff.

BACKGROUND:

The Board of Trustees adopts a budget annually in June. District 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 March 2020.

ATTACHMENTS:

- 1. Budget to Actual Report March 2020

STAFF RESPONSIBLE FOR REPORT:



 Joleen Gutierrez, Administrative Services Manager

Date: 04/03/2020



 Kevin L. King, General Manager

Date: 04/06/2020

Reclamation District No. 1000
Budget to Actual Comparison
July 1, 2019 to March 31, 2020 (Nine Months Ending of Fiscal 2020)

	Year to Date July 1, 2019 to March 31, 2020	Budget	Percent of Budget
Operation & Maintenance Income			
Property Assessments	1,279,379	2,250,000	56.86%
Rents	21,303	20,000	106.52%
Interest Income	88,134	65,000	135.59%
SAFCA - O/M Assessment	1,400,000	1,400,000	100.00%
Misc Income	2,474	-	Not Budgeted
FMAP Grant	570,145	574,000	99.33%
Annuitant Trust Reimbursement	-	70,000	0.00%
Security Patrol Reimbursement	28,900	31,000	93.23%
SCADA Reimbursement	133,012	-	Not Budgeted
Total	3,523,347	4,410,000	79.89%
Restricted Fund			
Metro Airpark Groundwater Pumping	37,628	22,000	171.04%
Total Combined Income	3,560,975	4,432,000	80.35%
Administration, Operations and Maintenance - Expenses			
Administration			
Government Fees/Permits	4,899	12,500	39.19%
Legal	38,114	97,000	39.29%
Liability/Auto Insurance	118,017	150,000	78.68%
Office Supplies	3,052	5,500	55.49%
Computer Costs	13,620	24,000	56.75%
Accounting/Audit	29,467	46,050	63.99%
Admin. Services	7,605	17,000	44.74%
Utilities (Phone/Water/Sewer)	13,185	23,700	55.63%
Mit. Land Expenses	2,592	3,000	86.40%
Administrative Consultants	19,363	130,000	14.89%
Assessment/Property Taxes (SAFCA - CAD)	7,928	8,000	99.10%
Admin - Misc./Other Expenses	2,237	8,250	27.12%
Memberships	32,327	40,500	79.82%
Office Maintenance & Repair	10,534	27,000	39.01%
Payroll Service	2,982	3,500	85.20%
Public Relations	4,426	45,000	9.84%
Small Office & Computer Equipment	4,623	12,000	38.53%
Election	32,452	55,000	59.00%
Conference/Travel/Professional Development	1,058	20,500	5.16%
Sub Total	348,481	728,500	47.84%
Personnel/Labor			
Wages	784,266	1,058,262	74.11%
Group Insurance	87,049	97,440	89.34%
Worker's Compensation Insurance	18,096	39,544	45.76%
OPEB - ARC	-	30,000	0.00%
Dental/Vision/Life	17,380	22,328	77.84%
Payroll Taxes	61,463	71,000	86.57%
Pension	134,876	178,264	75.66%
Continuing Education	2,962	5,000	59.24%
Trustee Fees	26,100	40,000	65.25%
Annuitant Health Care	66,206	70,000	94.58%
Sub Total	1,198,398	1,611,838	74.35%

Operations			
Power	312,559	500,000	62.51%
Supplies/Materials	19,476	22,000	88.53%
Herbicide	87,052	105,000	82.91%
Fuel	30,587	55,000	55.61%
Field Services	39,305	100,000	39.31%
Field Operations Consultants	9,185	20,000	45.93%
Equipment Rental	605	5,000	12.10%
Refuse Collection	11,764	25,000	47.06%
Equipment Repair/Service	2,633	16,000	16.46%
Equipment Parts/Supplies	19,585	60,000	32.64%
Facility Repairs	49,480	366,000	13.52%
Shop Equipment (not vehicles)	1,035	3,000	34.50%
Field Equipment	-	10,100	0.00%
Misc/Other 2	4	500	0.80%
Utilities - Field	6,677	8,000	83.46%
Government Fees/Permits - Field	7,965	12,000	66.38%
FEMA Permits	-	4,000	0.00%
Sub Total	597,912	1,311,600	45.59%
Equipment			
Equipment	136,580	132,000	103.47%
Sub Total	136,580	132,000	103.47%
Consulting/Contracts/Memberships			
Engineering/Technical Consultants	67,850	180,000	37.69%
Security Patrol	62,100	65,000	95.54%
Temporary Admin	14,000	15,000	93.33%
Sub Total	143,950	260,000	55.37%
FMAP Expenditures			
LOI/SWIF (Consultants)	19,684	20,000	98.42%
Equipment	296,580	305,100	97.21%
Operations & Maintenance (Field)	253,881	236,500	107.35%
Administrative	-	12,400	0.00%
Sub Total	570,145	574,000	99.33%
Total A, O & M Expenses	2,995,466	4,617,938	64.87%
Capital Expenses			
Capital Office Upgrades	14,435	30,000	48.12%
Capital RE Acquisition	2,750	50,000	5.50%
Capital Office Facility Repair	-	30,000	0.00%
Capital - District Server	8,945	10,000	89.45%
Capital Facilities	21,882	180,000	12.16%
Sub Total	48,012	300,000	16.00%
Total All Expenditures	3,043,478	4,917,938	61.89%



RECLAMATION DISTRICT 1000

DATE: APRIL 17, 2020

AGENDA ITEM NO. 5.5

TITLE: Authorization to Submit Grant Application

SUBJECT: Review and Consider Adoption of Resolution No. 2020-04-01: Authorizing the General Manager to Submit Application for Grant Funding with State of California Department of Water Resources – Flood Maintenance Assistance Program 2020/2021.

EXECUTIVE SUMMARY:

Reclamation District 1000 (District; RD 1000) has identified a funding opportunity through the State of California Department of Water Resources (DWR) under the Flood Maintenance Assistance Program (FMAP) for 2020/2021. The FMAP program provides State funds for eligible maintenance activities to Local Maintaining Agencies, like RD 1000. The program was started to help ensure that State Plan of Flood Control facilities are properly maintained and have sufficient resources, including funding, to meet applicable federal regulations and Operation and Maintenance (O&M) manual requirements. The District has previously accepted funds under an FMAP funding agreement with DWR, executed on May 15, 2019 for 2018/2019 and anticipates a funding agreement for 2019/2020 in the next few weeks. The District desires to apply for another grant in 2020/2021 for identified maintenance and equipment needs.

Staff recommends the Board review and consider adoption of Resolution No. 2020-04-01 Authorizing the General Manager to Submit Application for Grant Funding with State of California Department of Water Resources – Flood Maintenance Assistance Program 2020/2021.

RECOMMENDATION:

Staff recommends the Board review and consider adoption of Resolution No. 2019-04-01 Authorizing the General Manager to to Submit Application for Grant Funding with State of California Department of Water Resources – Flood Maintenance Assistance Program 2020/2021.

FINANCIAL IMPACT:

Up to \$801,000 in grant revenue in Fiscal Year 2020/2021.

ATTACHMENTS:

1. Resolution No. 2020-04-01: Authorizing the General Manager to Submit Application for Grant Funding with State of California Department of Water Resources – Flood Maintenance Assistance Program 2020/2021.

STAFF RESPONSIBLE FOR REPORT:

Kevin L. King, General Manager

Date: 04/10/2020



RECLAMATION DISTRICT NO. 1000
RESOLUTION NO. 2020-04-01

**A RESOLUTION OF THE BOARD OF TRUSTEES OF RECLAMATION DISTRICT NO. 1000
AUTHORIZING THE GENERAL MANAGER TO SUBMIT APPLICATION FOR GRANT FUNDING
WITH STATE OF CALIFORNIA DEPARTMENT OF WATER RESOURCES –
FLOOD MAINTENANCE ASSISTANCE PROGRAM 2020/2021**

At a regular meeting of the Board of Trustees of Reclamation District No. 1000 held at the District Office on the 17th day of April 2020, 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 District has a progressive history of providing flood protection and maintaining the District’s levee system; and,

WHEREAS, the District has identified certain maintenance and equipment needs that further the goals and objectives of the District; and,

WHEREAS, the District has identified potential funding through the California Department of Water Resources (“DWR”) Flood Maintenance Assistance Program funds under Budget Act of 2018 (Stats. 2018, Ch. 29, Item 3860-001-0001); and,

WHEREAS, the Board desires to authorize the District General Manager to submit an application for funding through DWR.

NOW THEREFORE BE IT RESOLVED THAT: the Board of Trustees of Reclamation District No. 1000 hereby authorize the General Manager to submit an application for grant funding with State of California Department of Water Resources – Flood Maintenance Assistance Program 2020/2021.

ON A MOTION BY Trustee _____, seconded by Trustee _____,
the foregoing resolution was passed and adopted by the Board of Trustees of Reclamation
District No. 1000, this 17th day of April 2020, by the following vote, to wit:

AYES: 0 Trustees:
NOES: 0 Trustees:
ABSTAIN: 0 Trustees:
RECUSE: 0 Trustees:
ABSENT: 0 Trustees:

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 2020-04-01 was duly adopted by the Board of Trustees of Reclamation District No. 1000 at the regular meeting held on the 17th of April 2020 and made a part of the minutes thereof.

Joleen Gutierrez, District Secretary



RECLAMATION DISTRICT 1000

DATE: APRIL 17, 2020

AGENDA ITEM NO. 5.6

TITLE: Authorization to Execute Funding Agreement

SUBJECT: Review and Consider Adoption of Resolution No. 2020-04-02 Authorizing General Manager to Execute Funding Agreement with State of California Department of Water Resources – Flood Maintenance Assistance Program

EXECUTIVE SUMMARY:

Reclamation District 1000 (District; RD 1000) will submit a grant application to the California Department of Water Resources (DWR) under the Flood Maintenance Assistance Program (FMAP) on prior to April 30, 2020. The FMAP program provides State funds for eligible maintenance activities to Local Maintaining Agencies, like RD 1000. The program was started to help ensure that State Plan of Flood Control facilities are properly maintained and have sufficient resources, including funding, to meet applicable federal regulations and Operation and Maintenance (O&M) manual requirements.

Staff recommends the Board review and consider adoption of Resolution No. 2020-04-02 Authorizing the General Manager to Execute Funding Agreement with State of California Department of Water Resources – Flood Maintenance Assistance Program.

RECOMMENDATION:

Staff recommends the Board review and consider adoption of Resolution No. 2020-04-02 Authorizing the General Manager to Execute Funding Agreement with State of California Department of Water Resources – Flood Maintenance Assistance Program 2020/2021.

FINANCIAL IMPACT:

Up to \$801,000 in grant revenue in Fiscal Year 2020/2021.

ATTACHMENTS:

1. Resolution No. 2020-04-02: Authorizing the General Manager to Execute Funding Agreement with State of California Department of Water Resources – Flood Maintenance Assistance Program 2020/2021.

STAFF RESPONSIBLE FOR REPORT:



Kevin L. King, General Manager

Date: 04/10/2020



RECLAMATION DISTRICT NO. 1000
RESOLUTION NO. 2020-04-02

**A RESOLUTION OF THE BOARD OF TRUSTEES OF RECLAMATION DISTRICT NO. 1000
AUTHORIZING THE GENERAL MANAGER TO EXECUTE FUNDING AGREEMENT
WITH STATE OF CALIFORNIA DEPARTMENT OF WATER RESOURCES –
FLOOD MAINTENANCE ASSISTANCE PROGRAM 2020/2021**

At a regular meeting of the Board of Trustees of Reclamation District No. 1000 held at the District Office on the 17th day of April 2020, 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 District is a California Public Agency with responsibility for flood maintenance and land use authority of the Project facilities; and

WHEREAS, the District has a progressive history of providing flood protection and maintaining the District’s levee system; and,

WHEREAS, the District has identified certain maintenance and equipment needs that further the goals and objectives of the District; and,

WHEREAS, the District has applied for California Department of Water Resources (“DWR”) Flood Maintenance Assistance Program funds under Budget Act of 2018 (Stats. 2018, Ch. 29, Item 3860-001-0001); and,

WHEREAS, the Board desires to authorize the District General Manager to execute a Funding Agreement and any amendments thereto with DWR for the 2020/2021 Flood Maintenance Assistance Program; and

WHEREAS, the District acknowledges that it must submit a new operations, maintenance, repair, rehabilitation, and replacement agreement with the Central Valley Flood Protection Board prior to the receipt of Flood Maintenance Assistance Program funds and desires to authorize the General Manager to execute said agreement.

NOW THEREFORE BE IT RESOLVED THAT: the Board of Trustees of Reclamation District No. 1000 hereby authorize the General Manager to execute a Funding Agreement and accept funds pursuant and subject to all of the terms and provisions of the Safe Drinking Water, water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006, and Disaster Preparedness and Flood Prevention Bond Act of 2006.

BE IT FURTHER RESOLVED THAT: the Board of Trustees of Reclamation District No. 1000 hereby authorize the General Manager to prepare the necessary data, make investigations, and take other such actions as necessary and appropriate to obtain funding for the 2020/2021 Flood Maintenance Assistance Program.

BE IT FURTHER RESOLVED THAT: the Board of Trustees of Reclamation District No. 1000 hereby authorize and directs the General Manager to execute a an operation, maintenance, repair, rehabilitation, and replacement agreement with the Central Valley Flood Protection Board, or successor thereto.

ON A MOTION BY Trustee _____, seconded by Trustee _____, the foregoing resolution was passed and adopted by the Board of Trustees of Reclamation District No. 1000, this 17th day of April 2020, by the following vote, to wit:

AYES: 0 Trustees:

NOES: 0 Trustees:

ABSTAIN: 0 Trustees:

RECUSE: 0 Trustees:

ABSENT: 0 Trustees:

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 2020-04-02 was duly adopted by the Board of Trustees of Reclamation District No. 1000 at the regular meeting held on the 17th of April 2020 and made a part of the minutes thereof.

Joleen Gutierrez, District Secretary



RECLAMATION DISTRICT 1000

DATE: APRIL 17, 2020

AGENDA ITEM NO. 6.1

TITLE: Warrant for Fund Transfer

SUBJECT: Review and Consider Approval of Warrant for Transferring Funds between Investment Accounts

EXECUTIVE SUMMARY:

Reclamation District No. 1000 (District; RD 1000) maintains an Operations and Maintenance (O&M) Fund with the Sacramento County Treasury pursuant to Water Code Section 50657. The District's O&M Funds may be withdrawn or paid from the Sacramento County Treasurer solely by warrant. Per District Resolution No. 2020-01-01 (Attachment No. 1), the warrant must be signed by any four or more of the District's Trustees as identified in the adopted resolution.

In reviewing the District's various fund balances and in consultation with the District's General Manager and Consultant Accountant, the Administrative Services Manager (ASM) is requesting the Board's approval to transfer \$1 million from the Sacramento County Treasurer's Fund and place the funds in the District's Local Agency Investment Fund (LAIF) account. The request is being made proactively and in anticipation of ongoing and upcoming District expenses. A transfer of funds will also replenish a recent \$1.141 million reimbursement payout to SAFCA for the closeout of flood-related reconstruction of Pumping Plant #2. The ASM's last request to transfer of funds from the County Treasury to LAIF was in October of 2018.

BACKGROUND:

The District maintains several financial accounts. Currently, the Administrative Services Manager, in consultation with the District's General Manager and District's Accountant, manage cash flow to meet the District's financial obligations on a daily/monthly/annual basis. Accounts are described below.

Bank of the West

The District maintains a business checking and money market account at Bank of the West. The Administrative Services Manager transfers money between the two accounts, as needed, to cover the District's day to day expenses.

Water Code Section 50657 allows Trustees to create a revolving fund by an order entered in the minutes and filed with the County Treasurer. The District has met this expectation via Resolution No. 2020-01-01.

Approved annually, Resolution No. 2020-01-01 also authorizes the General Manager and Administrative Services Manager to make and approve payments up to \$20k. Payments above \$20k require a second signature by a Trustee named on the District's Bank of the West accounts.

TITLE: Warrant for Fund Transfer

Sacramento County Treasurer’s Fund

The Sacramento County Treasurer is the ex-officio treasurer of the District (Water Code Section 50660). The District’s assessment revenue for Sacramento and Sutter Counties is paid to the county treasurer (Water Code Sections 51543 and 51512). Funds held in this fund earn a competitive interest yield. Funds are to be disbursed only on warrants authorized by the Trustees (Water Code Section 51545).

Annually, the District receives two annual benefit assessment installments, the first installment is received in January/February, and the second installment is collected in May/June. Revenues are used to fund the District’s operations and maintenance activities.

State Controller LAIF

The District maintains a Pooled Interest Fund in the State Controller Local Agency Investment Fund (LAIF). The fund serves as an economic diversification tool for the District. In tracking returns on interest during the past year, LAIF consistently offers the highest interest yield. One attractive feature of this account is its liquidity. Unlike the District’s other fund accounts, LAIF offers near immediate access to funds via same-day transfer allowing the District to have near-immediate access to cash to meet its day to day and budgeted fiscal obligations. The District’s LAIF Fund is used to transfer money to its Bank of the West checking account to cover the District’s expenditures.

Sacramento City Pool

The District maintains a Pooled Investment Fund through Sacramento City Pool. The fund serves as an economic diversification tool. In the past three years, the fund has experienced very little District initiated activity such as transfers into the fund or out of the fund. The interest returns are competitive in this fund, but yields are typically lower than the County Treasurer Fund and LAIF. The City Pool fund offers better liquidity than the County of Sacramento. Still, it does not rival the liquidity of LAIF, nor is the account connected to our Bank of the West account, allowing a benefit of expedited transfers to meet ongoing fiscal needs.

Current Fund Balances and Rates and Calculated Rates of Return

The table below lists the District’s Accounts/Funds and current balances. In analyzing the District’s financial accounts, close consideration was given to actual balances in each fund/account. Transferring \$1 million to LAIF will not adversely impact the District’s County Treasury Fund balance.

Account/Fund	Current Balance
Bank of the West - Checking	\$186,261.82
Bank of the West – Money Market	\$250,745.15
Sacramento City Pool	\$2,110,096.87
Sacramento County Treasurer’s Fund	\$4,725,636.48
Local Agency Investment Fund	\$1,009,035.29

TITLE: Warrant for Fund Transfer

The table below represents the District’s three major funds which generate interest revenue for the District. A look at average fund balances, interest income and calculated rate of return were significant factors in deciding whether to request a transfer from one fund to another.

FUND	2019 Average Balance	2019 Interest Income	2019 Calculated Rate of Return (%)	2020 Average Balance	2020 Interest Income	2020 Calculated Rate of Return (%)
Sacramento City Pool	\$2,110,096	\$44,913	2.128%	N/A	N/A	N/A
LAIF	\$3,399,188	\$80,372	2.364%	\$2,304,029	\$60,075	2.61%
Sac County Treasurer	\$2,205,492	\$49,543	2.246%	\$3,831,463	\$17,764	0.46%

Historically, transfer requests have been initiated by the ASM and General Manager to manage cash-flow. In some instances, request for transfers have been made multiple times per year, in increments ranging from \$250k to \$500k. While such transfers provide funds to meet the District’s cash-flow needs, incremental transfers cause an unnecessary burden upon District resources to process. Each time the District performs a transfer there are many internal and external steps to corrodinate amongst the various fund managers.

The District’s Investment Policy adopted on December 11, 2009 (Attachment No. 2), states “RD 1000 shall make prudent and reasonable investments which meet the requirement of all laws and government codes which apply in accordance with the following requirements:”

- First and foremost, is the security of the District’s assets.
- Second, liquidity of funds for the operation and maintenance needs of the District, including the potential for funds during a flood emergency.
- Third, the District shall seek a reasonable rate of return on the investments once the first two priorities have been met.

By approving a transfer of funds to LAIF, the District will be in alignment with its Investment Policy by placing funds in a secure fund, with liquidity to meet operations and maintenance needs, including potential for funds during a flood emergency, and receive a reasonable rate of return.

In reviewing the District’s Financial Reserve Policy (Attachment No. 3), the request to transfer funds *may* be in line with the District’s Financial Reserve Policy:

“Operating Reserves are to ensure adequate working capital for cash flow needs during the year. The District is required to have sufficient reserves to fund its budgeted operations and maintenance activities and capital expenditures for at least six months. To meet this need, with some flexibility, the target funding level for the Operating Reserves will be seventy percent of the annual fiscal year budget approved by the Board.”

TITLE: Warrant for Fund Transfer

As written, the Financial Reserve Policy appears open to interpretation on where the Operating Reserves are held, as it does not specifically state a fund to hold them in. The policy does state the District must be able to:

“...financially initiate an emergency response, should have six months of operating reserves, and that remaining funds are designated as Capital Fund Reserves.”

In assessing access to each fund, LAIF would meet the Financial Reserve Policy requirements by allowing the District to have immediate access to funds for an emergency response and LAIF also could provide optimal access to operating reserves for cash-flow purposes.

REQUEST:

To meet funding requirements discussed throughout the above narrative, ASM Gutierrez is requesting Board approval to transfer \$1 million from the District’s Sacramento County Treasurer’s Fund and place the full amount in the District’s LAIF account. Even with a large withdrawal, the District is still leaving a substantial amount in the County Treasury.

RECOMMENDATION:

Staff recommends the Board approve warrant for transferring funds between investment accounts.

FINANCIAL IMPACT:

Fund rebalance between the District’s O/M Fund and LAIF account.

ATTACHMENTS:

1. RD 1000 Resolution 2020-0101
2. RD 1000 Investment Policy
3. RD 1000 Financial Reserve Policy

STAFF RESPONSIBLE FOR REPORT:



Joleen Gutierrez, Administrative Services Manager

Date: 04/03/2020



Kevin L. King, General Manager

Date: 04/06/2020



RECLAMATION DISTRICT NO. 1000
RESOLUTION NO. 2020-01-01

**A RESOLUTION OF THE BOARD OF TRUSTEES OF RECLAMATION DISTRICT NO. 1000
AUTHORIZING OFFICERS AND TRUSTEES AS SIGNATORIES TO THE OPERATIONS AND
MAINTENANCE FUNDS HELD BY SACRAMENTO COUNTY TREASURER.**

At a regular meeting of the Board of Trustees of Reclamation District No. 1000 held at the District Office on the 10th day of January 2020, the following resolution was approved and adopted:

WHEREAS, Reclamation District No. 1000 maintains an Operation and Maintenance Fund held by the Sacramento County Treasurer; and

WHEREAS, Reclamation District No. 1000 also maintains a Revolving Fund pursuant to Water Code Section 50657; and Reclamation District No. 1000 assumes responsibility for disbursement of such Revolving Fund and agrees to hold and save the Sacramento County Treasurer harmless from any improper disbursement of such Revolving Fund as required by Water Code Section 50658; and

WHEREAS, the Board of Trustees by this Resolution desires to set forth the names and specimen signatures of the Officers and Trustees of Reclamation District No. 1000 and set forth the names and required signatures for withdrawal or payment of funds from such accounts;

NOW THEREFORE BE IT RESOLVED THAT: The Board of Trustees of Reclamation District No. 1000 affirm the names and specimen signatures of the Trustees of Reclamation District No. 1000, as provided herein:

Christopher Burns

Thomas Gilbert

Jerome Smith

Elena Lee Reeder

Nick Avdis

David Christophel

Jagteshwar Bains

BE IT FURTHER RESOLVED THAT: The Board of Trustees of Reclamation District No. 1000 affirm the names and specimen signatures of the Officers of Reclamation District No. 1000, as provided herein:

Kevin L. King
General Manager



Joleen Gutierrez
District Secretary



BE IT FURTHER RESOLVED THAT: Funds held in the Reclamation District No. 1000 Operation and Maintenance Fund held by the Sacramento County Treasurer may be withdrawn or paid solely by warrant signed by any four or more of the Trustees of the District as identified in this resolution and attested to by the Secretary of the Board of Trustees or General Manager as identified in this resolution.

BE IT FURTHER RESOLVED THAT: Funds on deposit in the District's revolving fund may be withdrawn or paid by check signed by any one of the Trustees identified in this resolution or the District Manager or District Secretary as identified in this resolution, for amounts less than \$20,000.00 and any two of the Trustees as identified in this resolution or the General Manager as identified and a Trustee as identified of this resolution for amounts exceeding \$20,000.00.

BE IT FURTHER RESOLVED THAT: Funds on deposit in the District's revolving fund may be withdrawn or paid via electronic fund transfer (ACH) to specific vendors as provided in Exhibit A of this resolution. Electronic fund transfers paid to vendors specified in Exhibit A shall not exceed \$20,000.00. If an amount to be paid via electronic transfer exceeds \$20,000.00, a written authorization must be received from a Trustee as identified in this Resolution in addition to authorization by the General Manager, an email authorization is considered a written authorization. Amounts of \$20,000.00 or less may be authorized by any of the Trustees identified in this resolution or the District Manager or District Secretary as identified in this resolution.

ON A MOTION BY Trustee Avdis, seconded by Trustee Bains, the foregoing resolution was passed and adopted by the Board of Trustees of Reclamation District No. 1000, this 10th day of January 2020, by the following vote, to wit:

AYES: Trustees: Avdis, Burns, Bains, Christophel, Gilbert, Lee-Reeder, Smith

NOES: Trustees:

ABSTAIN: Trustees:

RECUSE: Trustees:

ABSENT: Trustees:



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 2020-01-01 was duly adopted by the Board of Trustees of Reclamation District No. 1000 at the regular meeting held on the 10th day of January 2020 and made a part of the minutes thereof.



Joleen Gutierrez, District Secretary

RD 1000 Investment Policy

The following policy shall be used to guide the investments made by the District of any surplus or reserve funds it may have.

RD 1000 shall make prudent and reasonable investments which meet the requirement of all laws and government codes which apply in accordance with the following priorities.

First and foremost, is the security of the District's assets

Second, liquidity of funds for the operation and maintenance needs of the District including the potential for funds during a flood emergency.

Third, the District shall seek a reasonable rate of return on the investments once the first two priorities have been met.

Given the limited resources and expertise of the District, it is reasonable for it to invest funds in investment pools such as the State's Local Agency Investment Fund (LAIF), the County Treasurer's local government pool or the City of Sacramento's Pool A. Periodically, the District's Board of Trustees shall review the relative split of investments among the various pools and direct staff to make changes as appropriate. In making such decisions, the Board shall consider the relative security, liquidity and rate of return offered by each pool and shall give consideration to the specific financial instruments which each of the pools have invested.

RECLAMATION DISTRICT NO. 1000

FINANCIAL RESERVE POLICY

The purpose of this policy is to ensure sufficient resources for current services and obligations; potential flood emergency response; future anticipated funding requirements, including replacement of capital infrastructure and any other unforeseen events.

To meet these objectives, Reclamation District No. 1000 will at all times strive to have sufficient funding available to meet its public safety obligations. Reserve funds will be accumulated and managed in a manner which allows the District to meet its normal operations and maintenance, public safety flood control responsibilities, Capital Improvement Program goals, and other long range financial plans. The District will also maintain a cash reserve position that may be utilized to fund unexpected fluctuations in revenues and operating/capital expenditures. The level of reserves maintained and policies behind them will be reviewed annually with the Board of Trustees during budget deliberations.

Definitions

There are two categories of reserves – Restricted and Unrestricted – defined by Generally Accepted Accounting Principles (GAAP)

Restricted Reserves: Funds for which uses are constrained by either (a) externally imposed obligations with creditors, grantors, contributors, or laws/regulations of other governments; or (b) laws enacted through constitutional provisions or enabling legislation.

Unrestricted Reserves: Funds for which uses are not constrained by externally imposed restrictions. The use of these funds are at the discretion of the Board of Trustees

Restricted Reserves

Reclamation District No. 1000 currently has no restricted reserves. The Metro Airport Restricted Fund is utilized in full annually to offset pumping costs at Plant 3.

Unrestricted Reserves

Reclamation District No. 1000 currently has the following unrestricted reserves.

a. Operating Reserves

This Operating Reserves are to ensure adequate working capital for cash flow needs during the year. Since the District does not receive its first annual benefit assessment installment until January, it must have sufficient reserves to fund its budgeted operations and maintenance activities and capital expenditures for at least six months. To meet this need, with some flexibility, the target funding level for the Operating Reserves will be seventy percent of the annual fiscal year budget approved by the Board.

b. Flood Fight Reserves

The Flood Fight Reserves are to provide sufficient funds for the District to respond during a flood emergency including use of outside contractors to supply materials, labor and equipment to prevent a catastrophic levee failure. While we recognize a large scale flood emergency is beyond the financial capabilities of the District and require assistance from the State of California and U.S. Army Corps of Engineers; we must be in a position financially to initiate the emergency response and stabilize a potential levee failure until the State and Corps can mobilize and assist. The target funding level for the Flood Fight Reserve is \$1.5 million which would allow the District to fund a flood emergency response until the State and Federal government provide assistance. The amount in this reserve will be reviewed annually by the Board and adjusted as appropriate.

c. Capital Fund Reserves

The Capital Fund Reserves provide funds for the orderly and timely improvement, repair and/or replacement of existing District facilities to maintain its current level of service. The District has developed a Capital Improvement Plan in 2014 which identifies capital projects and funding need projections for the next 20 years. As noted by the CIP, the District will need between \$1.1 million and \$3.3 million annually (depending on anticipated capital work by others) to meet its CIP goals. Currently there is no funding target level for the Capital Reserves; the remaining funds after the Operation and Maintenance and Flood Fight targets are met are designated as Capital Fund Reserves.



RECLAMATION DISTRICT 1000

DATE: April 17, 2020

AGENDA ITEM NO. 6.2

TITLE: District Election & Modification of Trustees Terms

SUBJECT: Review and Consider Adoption of Resolution No. 2020-04-03 Adopting Election Procedures and Modifying Current Trustee Terms to Consolidate to State General Election Timeline

EXECUTIVE SUMMARY:

The California Voter Participation Action (CVPA) directs that special districts should not hold elections on dates other than the statewide general election date “if holding an election on a non-concurrent date has previously resulted in a significant decrease in voter turnout.” A significant decrease in voter turnout is defined by the CVPA as a decrease in turnout of more than 25% when compared to the average turnout of the same area in the last 4 statewide general elections.

Reclamation District 1000 (RD 1000; District) had a District-wide general election in November 2019. The next District election would ordinarily occur in November 2021. However, turnout in the 2019 election was substantially lower than turnout in the same area during last 4 statewide general elections. In an effort to increase District voter turnout and maintain compliance with the CVPA, the District Board is considering moving its the date of its next general election to an even-year cycle, consistent with the Statewide General Election.

To accomplish this change, the District would move the date of its 2021 election forward to coincide with the November 2020 statewide general election. Trustee terms that would ordinarily have been filled in the November 2021 election will be up for election in November 2020, and those elected in 2020 would serve the ordinary 4-year term. Similarly, following consolidation Trustee terms that would ordinarily have expired in 2023 would be up for election at the time of the next statewide general election in 2022.

To carry out the change in election date, the District must first submit a request to the County that its election be consolidated. If the County accepts the request, it would conduct the election on the District’s behalf, with costs chargeable to the District. The County may deny the request if it finds that the ballot style, voting equipment, or computer capacity is such that additional elections or materials cannot be handled. If the County denies the request, the District will need to conduct the election on its own. The attached resolution initiates that process.

Separately, Water Code Section 50780.18 requires that between 180 and 200 days before any District Election, the Board of Trustees shall determine whether in the preceding two years the percentage of land in the District dedicated to agricultural use:

1. Has equaled or exceeded 35%, in which case 4 Board seats shall be “land assessment seats” and three shall be “parcel seats”;

TITLE: District Election & Modification of Trustee Terms


2. Is between 20% and 35%, in which case 3 seats shall be “land assessment seats” and 4 seats shall be “parcel seats”; or
3. Is less than 20%, in which case five seats shall be “resident voter seats” and two seats shall be “land assessment seats.”

For a general District election on November 3, 2020, this determination must be made between April 17 and May 7, 2020. Accordingly, we recommend that the Board review percentage of land dedicated to agricultural use under Section 50780.18 and make the required determination at its April 17 meeting.

ATTACHMENTS:

1. Resolution No. 2020-04-03

STAFF RESPONSIBLE FOR REPORT:



Rebecca Smith, General Counsel

Date: 04/09/2020



Kevin L. King, General Manager

Date: 04/09/2020



RECLAMATION DISTRICT NO. 1000
RESOLUTION NO. 2020-04-03

**A RESOLUTION REQUESTING TO CONSOLIDATE
THE GENERAL DISTRICT ELECTION OF RECLAMATION DISTRICT NO. 1000
WITH THE STATEWIDE GENERAL ELECTION TO BE HELD ON NOVEMBER 3, 2020**

At a regular meeting of the Board of Trustees of Reclamation District No. 1000 held at the District Office on the 17th day of April 2020, the following resolution was approved and adopted:

WHEREAS, The California Voter Participation Act (“CVPA”) directs that a special district’s election should be held on the same date as the statewide general election where “holding an election on a nonconcurrent date has previously resulted in a significant decrease in voter turnout,” which is defined as a decrease of greater than 25% when compared to the average statewide general election turnout for the same area; and

WHEREAS, Voter turnout at the November 5, 2019 District General Election, which was not held on a statewide election date, was more than 25% lower than turnout for the last 4 statewide general elections in the same area; and

WHEREAS, The terms of four Trustees will be up for election in the District’s next General Election, which would ordinarily occur on November 2, 2021; and

WHEREAS, In order to increase voter participation, and consistent with the CVPA, the District Board wishes to consolidate its next General Election with the statewide general election, to be held November 3, 2020;

NOW THEREFORE BE IT RESOLVED THAT: The Board of Trustees finds that consolidation of the District general elections with the statewide general election is likely to reduce costs and increase voter turnout within the District boundaries, and is therefore in the best interest of the District and its constituents

BE IT FURTHER RESOLVED THAT: The next general District election would otherwise occur in November 2021, which is greater than 240 days from the date of this Resolution

BE IT FURTHER RESOLVED THAT: The District hereby requests that the County Board of Supervisors consolidate the District’s governing board election with the statewide general election held on the first Tuesday after the first Monday of November in even-numbered years, beginning with the November 3, 2020 statewide general election.

BE IT FURTHER RESOLVED THAT: The seats of those Trustees whose terms of office would otherwise have been up for election in the November 2021 election shall, instead, be contested

in the November 2020 election. The seats of those Trustees whose terms of office would otherwise have been up for election in the November 2023 election shall instead be contested in the November 2022. As directed by the Water Code, each Trustee continue in his or her office until a successor is elected and qualified.

BE IT FURTHER RESOLVED THAT: The Board hereby acknowledges that the consolidated election will be held and conducted in the manner consistent with all California Elections Code provisions pertaining to the general election

ON A MOTION BY Trustee _____, seconded by Trustee _____, the foregoing resolution was passed and adopted by the Board of Trustees of Reclamation District No. 1000, this 17th day of April 2020, by the following vote, to wit:

AYES: Trustees:

NOES: Trustees:

ABSTAIN: Trustees:

RECUSE: Trustees:

ABSENT: Trustees:

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 2020-04-03 was duly adopted by the Board of Trustees of Reclamation District No. 1000 at the regular meeting held on the 17th day of April 2020 and made a part of the minutes thereof.

Joleen Gutierrez, District Secretary



RECLAMATION DISTRICT 1000

DATE: APRIL 17, 2020

AGENDA ITEM NO. 6.3

TITLE: Ratification of Funding Agreement

SUBJECT: Review and Consider Ratification of Funding Agreement for Upper Westside Development Project Processing Funding Agreement.

EXECUTIVE SUMMARY:

Reclamation District No. 1000 (RD 1000; District) was approached by landowners within the proposed Upper Westside development area, to review development plans and other related items. The District enter into a Development Processing Agreement (Attachment No. 1) with the project landowners on March 25th, 2020 . Staff is seeking ratification of the Funding Agreement for Upper Westside Development Project Processing.

RECOMMENDATION:

Staff recommends the Board review and consider ratification of the Funding Agreement for Upper Westside Development Project Processing. (Attachment No. 1).

FINANCIAL IMPACT:

Reimbursement of District expense to process Development Project.

ATTACHMENTS:

1. Funding Agreement for Upper Westside Development Project Processing

STAFF RESPONSIBLE FOR REPORT:



Kevin L. King, General Manager

Date: 04/10/2020

RECLAMATION DISTRICT NO. 1000
FUNDING AGREEMENT FOR THE UPPER WESTSIDE
SPECIFIC PLAN
DEVELOPMENT PROJECT PROCESSING

THIS AGREEMENT is made as of this 25th day, of March 2020, by and between Reclamation District No. 1000, a California public agency ("District"), and Upper Westside, LLC, a California limited company ("Landowner"), who agree as follows:

1. Recitals. This Agreement is made with reference to the following background recitals:

1.1. Landowner owns or controls approximately 2,066 +/- acres of land located in a portion of the District. Landowner proposes to develop the Upper West Side Specific Plan (the "Project"). Landowner has submitted or intend to submit a development application for the Project to Sacramento County (the "Application").

1.2. Pursuant to state law and District policies, District will process Landowner's request by performing the following tasks, including but not limited to: preparing and/or reviewing plans and specifications for facilities and providing related services; preparing staff reports and recommendations, conditions, resolutions, findings and other Project related documents; and noticing and conducting Board of Trustees' public hearings and meetings, if necessary (the "Project Processing Tasks").

1.3. The District has determined that the Project does not provide any benefits to District's ratepayers other than Landowner and therefore, that state law and policy requires Landowner to fund District's costs of performing the Project Processing Tasks to avoid the gifting of ratepayer funds for a private purpose. To obtain the necessary services in a timely and appropriate manner, Landowner therefore agrees to provide funding to District to cover such costs, on and subject to the terms of this Agreement.

1.4. Landowner has appointed Bob Thomas, Tim Denham and Mike Motroni (in each's individual capacity) as their agents for all purposes appropriate and necessary to implement this Agreement.

2. Project Processing Tasks. District, through its staff, legal, engineering and other consultants, and Board of Trustees, will perform and undertake the Project Processing Tasks.

3. Funding for Project Processing Tasks.

3.1. Landowner agrees to provide an initial deposit of \$10,000 to District as funding for the Project Processing Tasks. District will draw on this initial deposit to pay or reimburse periodic invoices from District's consultants and to reimburse District for the cost of District staff time and materials. The funding may be used retroactively to reimburse District's costs incurred before execution of this Agreement for performing Project Processing Tasks. If at any time before

completion of the Project Processing Tasks the deposit balance is less than \$2,500, District reserves the right to either demand additional deposits in an amount sufficient to replenish the deposit fund up to the initial deposit amount of \$10,000 or to request payment from Landowner on an invoice-by-invoice basis. Landowner will make any deposit or payment to District within 15 days of the date of District's invoice or demand.

3.2. In addition to funding on-going Project Processing Tasks in accordance with paragraph 3.1 above, any Project Processing Task that requires District to enter into an agreement with a consultant or to purchase materials and supplies costing \$7,500 or more shall be funded in advance by Landowner. To obtain such advance funding, District will advise Landowner in writing of the cost and purpose of the proposed Project Processing Task. If Landowner concur that the work is a necessary Project Processing Task, it will advance the total estimated cost of the work under the consultant agreement to District within 15 days of the written notice of the proposed Project Processing Task. If Landowner object to the proposed work, it will send District a written notice of the objection(s) and specific ground(s) therefore within ten days of receipt of the District's notice, and request that District meet and confer to modify the proposal to address Landowner's concerns or to otherwise resolve the dispute within 30 days of Landowner's written notice to District. If the dispute is not resolved after meeting and conferring, District in its sole discretion may give written notice to Landowner that District will proceed with the proposed Project Processing Task and require Landowner to fund such task. If Landowner then refuse to fund the work in the time provided in paragraph 3.1, such refusal will constitute a default and District may elect to terminate this Agreement as provided in paragraph 7.2.

3.3. If any requested deposit or payment is not made in accordance with paragraph 3.1, District will notify Landowner and Landowner will have ten days to cure the default. If Landowner does not make a deposit or payment within the ten-day cure period or if the deposit funds become depleted, then District may suspend all work on the Project Processing Tasks until receipt of Landowner's deposit or payment and/or may elect to declare a default and terminate the Agreement in accordance with section 7 hereof.

3.4. District will deposit Landowner deposits into a special accounting fund for the purpose of paying and reimbursing District costs on the Project Processing Tasks (the "Project Fund"). Any Landowner's deposit remaining upon completion of the Project Processing Tasks will be refunded without interest to Landowner. If the final total Project Processing Tasks costs exceed the amount of the deposit(s), Landowner will pay the difference to the District within the time specified in paragraph 3.2 above.

4. **Record Keeping.** District will keep and maintain accurate accounting and bookkeeping records relating to the Project Processing Tasks costs and Project Fund, including all deposits into the fund and all District costs paid or reimbursed from the fund. Landowner and its employees, accountants, attorneys and agents may review, inspect, copy and audit these records, including all source documents.
5. **No District Commitment on Project.** District reserves complete discretion regarding the Project Processing Tasks and related documents and District's decisions concerning the Project. Nothing in this Agreement will in any way commit or obligate District to approve the Project or consent to the Application or any other development project application. District also reserves complete

discretion regarding the contents, analysis and conclusions of any Project Processing Task documents, including determination of Landowner's compliance with District ordinances, rules and regulations and satisfaction of any conditions. District staff and consultants will work directly for District and be responsible only to District.

6. Documents. Any documents prepared or compiled by District staff or consultants under contract with District relating to the Project Processing Tasks will be and remain the property of District.

7. Term and Termination.

7.1. This term of this Agreement is five years running from its effective date.

7.2. This Agreement will remain in effect for the term provided in paragraph 7.1 above, unless earlier terminated upon the occurrence of: (a) Landowner's failure to cure any default of its obligations under this Agreement; (b) Landowner's failure to satisfy any conditions of the Application or expiration of the Application; (c) Landowner's written notice to District that the Application or Project is being withdrawn, suspended or terminated; (d) any determination by District that it is unable to provide any services to the Project due to a change in any federal, state or local law, ordinance, rule, regulation or policy; or (e) District and Landowner's termination of this Agreement upon 30 days mutual written notice.

7.3. If Landowner defaults on any obligation under this Agreement, District will have the right to exercise any and all rights and remedies available to it under law and equity, including the right to terminate this Agreement, and to collect the costs of such cure from Landowner, including attorneys' fees as provided in paragraph 8.7 of this Agreement. If this Agreement is terminated as provided in this section, any deficit in or balance from the Project Fund for all District unpaid, reimbursable costs incurred for the Project will be immediately due and payable by Landowner to District in accordance with paragraph 3.1 of this Agreement. Landowner's obligations under this paragraph will survive any termination of this Agreement.

8. General Provisions.

8.1. Integration. This Agreement, together with a drainage improvement agreement which will be entered into between District and Landowner relating to Landowner's payment of District's Development Impact Fee and installation of specific drainage improvements required for the Project, constitute the sole, final, complete, and integrated statement of the terms of this contract among the parties concerning the subject matter addressed herein, and supersedes all prior negotiations, representations or agreements, either oral or written, that may be related to the subject matter of this Agreement, except those other documents that are expressly referenced in this Agreement.

8.2. Assignment. Landowner may not assign this Agreement to any other party except upon notice to District and District's written consent to the proposed assignment.

8.3. Successors and Assigns. Subject to the provisions of paragraph 8.2, this Agreement

will bind and inure to the benefit of the respective successors, assigns, heirs, devisees and personal representatives of the parties.

8.4. Amendment. This Agreement may be modified or amended only by a subsequent written agreement approved and executed by both parties. Amendment by District requires approval of the Board of Trustees and execution by the General Manager.

8.5. Governing Law and Venue. Except as otherwise required by law, this Agreement will be interpreted, governed by, and construed under the laws of the State of California. The County of Sacramento will be venue for any state court litigation.

8.6. No Third-Party Beneficiaries. Landowner will not be deemed to be a third-party beneficiary to any consultant services contract funded in whole or in part by this Agreement.

8.7. Attorney's Fees. In the event any legal action is brought to enforce or construe this Agreement, the prevailing party will be entitled to an award of reasonable attorney's fees, expert witness and consulting fees and costs, litigation costs and costs of suit

8.8. Notices. Any notice, demand, invoice or other communication required or permitted to be given under this Agreement will be in writing and served personally or sent by prepaid, first class U.S. mail or overnight mail and addressed as follows:

District:

Reclamation District No. 1000
1633 Garden Highway
Sacramento, CA 95833
Attention: Kevin King

Landowner:

Upper Westside, LLC
455 Capitol Mall, Suite 801
Sacramento, CA 95814
Attention: Bob Thomas


Any party may change its address by notifying the other party in writing of the change of address.

8.9. Indemnification. Landowner will exonerate, hold harmless, indemnify and defend District, and its trustees, officers, employees, agents, consultants and volunteers from and against any and all suits, actions, judgments, legal or administrative proceedings, arbitrations, claims, demands, causes of action, damages, liabilities, interest, attorney fees, fines, penalties, losses, costs or expenses of whatsoever kind or nature (collectively, "Claims"), directly arising out of: 1) the District's performance of any Project Processing Tasks; or 2) in any other way related to the subject matter of this Agreement or the Project, if any such Claim arises out of any act or omission of Landowner or its, officers, employees, independent contractors, lenders, guests, invitees or agents. Neither the expiration nor earlier termination of this Agreement nor completion of the acts to be performed under this Agreement shall release Landowner from its obligation to indemnify District as to any Claim, so long as the event upon which the Claim is predicated shall have occurred prior to effective date of any such expiration or earlier

termination or completion and arose out of or was in any way connected with performance or operations under this Agreement, the Project Processing Tasks by Landowner, its directors, officers, employees, independent contractors, lenders, guests, invitees or agents, or any one of them.

8.10. Board of Trustees Approval. This Agreement is entered into subject to ratification by the Board of Trustees of District at its regular meeting on April 10, 2020. If District's Board of Trustees fails to ratify this Agreement at such meeting, District shall return Landowner's deposit to Landowner.

RECLAMATION DISTRICT NO. 1000

By: 
Kevin L. King
General Manager

Date: 3/25/2020

LANDOWNER

Upper Westside, LLC
a Limited Liability Corporation

By: 
Bob Thomas, authorized representative

Date: 3-26-2020



RECLAMATION DISTRICT 1000

DATE: APRIL 17, 2020

AGENDA ITEM NO. 6.4

TITLE: Fiscal Year 2019/2020 Budget Adjustment

SUBJECT: Review and Consider Budget Adjustment for Fiscal Year 2019/2020 for Purchase of Replacement Vehicles.

EXECUTIVE SUMMARY:

Reclamation District No. 1000 (RD 1000; District) budgeted for and recently took delivery of three (3) replacement vehicles in Fiscal Year 2019/2020. The vehicles were purchased through the State's Bid Program and the purchase was coordinated through Folsom Chevrolet. When the District took delivery of the trucks, Folsom Chevrolet had three (3) additional vehicles matching the District's specifications in stock and offered them to the District at the same price (Attachment No. 1).

The District was planning to budget for three (3) additional trucks in the FY 2020/2021 Budget. Staff is asking the Board to make a Budget adjustment in FY 2019/2020 of \$136,000, to purchase the three (3) additional trucks prior to Fiscal Year 2020/2021.

RECOMMENDATION:

Staff recommends the Board review and consider approving FY 2019/2020 Budget Adjustment for the Purchase of Replacement Vehicles.

FINANCIAL IMPACT:

Budget Adjustment of \$136,000 in Fiscal Year 2019/2020

ATTACHMENTS:

1. Vehicle Quote

STAFF RESPONSIBLE FOR REPORT:



Kevin L. King, General Manager

Date: 04/13/2020



FOLSOM CHEVROLET

12655 AUTO MALL CIRCLE / FOLSOM CA 95630
GOV'T & FLEET SALES DIRECT: 916.869.1425

QUOTE PREPARED BY CHRIS CUEVAS

Comments or Special Instructions: **NEW SILVERADO 2500 WT 4X4 DOUBLE CAB STANDARD BOX: SUMMIT WHITE**
Prepared for: **RECLAMATION DISTRICT 1000: DON CALDWELL / TONY DEL CASTILLO**

FLEET	P.O. NUMBER	TERMS	QUOTE #	VIN LAST 8	STOCK#
CHRIS C	-	20-DAY	51633	BUILD	ORDER

QUANTITY	DESCRIPTION	UNIT PRICE	TAXABLE?	AMOUNT
3	2020 CHEVROLET SILVERADO 2500HD WT 4x4	\$ 52,645.00	T	\$ 157,935.00
3	FOLSOM CHEVY FLEET INCENTIVE	(8,250.00)	T	(24,750.00)
3	FOLSOM CHEVY MUNICIPAL CREDIT	(2,646.00)	T	(7,938.00)
	REDUCED TRUCK COST AS SPEC'D:	\$41,749		

FLEET ACCOUNT # 433649

SUBTOTAL	\$ 125,247.00
TAX RATE	7.75%
SALES TAX	\$ 9,706.64
REG / FEES	371.25
TOTAL	\$ 135,324.89



RECLAMATION DISTRICT 1000

DATE: APRIL 17, 2020

AGENDA ITEM NO. 7.1.1

TITLE: **Committee Meeting/Special Board Meeting Minutes**

SUBJECT: **Meeting Minutes from Committee Meetings Since the March Board Meeting**

EXECUTIVE SUMMARY:

Operations Committee Meeting – March 13, 2020

A meeting of the Reclamation District No. 1000 Operations Committee was held on Friday, March 13, 2020 at 10:30 a.m. at the District office. In attendance were Trustees Smith, Lee Reeder and Christophel (via telephone). Staff in attendance were General Manager King, Superintendent Caldwell, District Engineers Devereux and Sullivan, and District Consultant KSN. No members of the public were present and therefore no public comments were made.

KSN presented draft analysis of the District's infrastructure and discussed the ranking criteria for reliability and criticality. The Operations Committee spent some time going through a few examples of the District's facilities and helped refine definitions for KSN. The Operations Committee agreed with the approach KSN was taking and asked KSN to work with Staff to finalize the assessment based on the discussion.

With no further business on the Operations Committee Agenda, the meeting adjourned at 1:15 p.m.

Executive Committee Meeting/Special Board Meeting – April 1, 2020

A meeting of the Reclamation District No. 1000 Executive Committee was held on Wednesday, April 1, 2020 at 8:00 a.m. via GoToMeeting and Conference Call. In attendance were Trustees Smith, and Burns. Trustees Lee Reeder and Gilbert participated in the meeting, thereby creating a Special Board Meeting. Staff in attendance were General Manager King and District Counsel Smith. No members of the public were present and therefore no public comments were made.

General Manager King presented the proposed agenda for the April 17, 2020 Board of Trustees meeting. The Committee reviewed the agenda. Items of particular discussion are provided below:

Item(s) 5.5, 5.6 and 5.7:

GM King discussed items 5.5, 5.6 and 5.7, which all relate to the Flood Maintenance Assistance Program (FMAP).

5.6 is a new grant funding opportunity for 2021 through the DWR's Flood Maintenance Assistance Program. Grant applications are due by April 30, 2020. The District has identified approximately \$800K in vegetation removal and equipment needs for 2021.

TITLE: Committee Meeting/Special Board Meeting Minutes

5.6 is the Authorization to enter into a Funding Agreement if the grant application is approved by DWR.

5.7 is to file the Notice of Exemption for the current (2020) FMAP Grant which was previously awarded and is awaiting DWR signatures on the Funding Agreement.

Trustee Burns asked if these items had been run through the Operations Committee. GM King responded that this wasn't discussed in the Operations Committee, as that hasn't been the practice nor a request over the last two (2) FMAP Grant Applications. Trustee Burns wanted to make sure this is consistent with our long-term goals and incorporated with Capital Improvement Planning. GM King suggested the Financial Committee may be the appropriate committee to discuss this during annual budget development as we move forward with long term planning and future FMAP opportunities. Trustee Burns was good with that suggestion.

No further discussion on the items were heard and the items were placed on the Agenda for the April Board Meeting.

Item 6.1: Warrant for Fund Transfer

GM King discussed Item 6.1 which was previously heard at the March Board meeting and tabled for the April Board Meeting.

Trustee Burns asked if the support materials were provided ahead of time that the item could possibly be placed on the consent calendar. GM King responded that the item could reside on scheduled calendar or consent based on whatever was the pleasure of the EC and that the Board Packet and Staff Report would be provided on April 10th. GM King also offered to hold an additional EC meeting on April 8th to decide where to place the item. Trustee Smith suggested to leave it where it is and move forward. No further discussion was heard, and the item was placed on the Scheduled Calendar for the April Board Meeting.

With no further business on the Executive Committee Agenda, meeting adjourned at 8:45 a.m.

Personnel Committee/Special Board Meeting – April 10, 2020

A meeting of the Reclamation District No. 1000 Personnel Committee/Special Board Meeting was held on Friday, April 13, 2020 at 8:00 a.m. via GoToMeeting and Conference Call. In attendance were Trustees Avdis, Christophel, Burns and Trustee Gilbert sat in on the meeting thereby creating a Special Board Meeting. Staff in attendance was General Manager King. No members of the public were present and therefore no public comments were made.

The Personnel Committee discussed the following Items:

TITLE: Committee Meeting/Special Board Meeting Minutes

Item 1.1: Administrative Assistant Position Job Assessment

GM King discussed with the Personnel Committee the job assessment and salary survey that was performed for the Administrative Assistant position. The assessment concluded that only minor revisions to the Job Description were needed. The Salary Survey also suggested that the current total compensation was in line for the position as classified.

Item 1.2: FY 2020/2021 Personnel Budget

GM King discussed with the Personnel Committee the proposed Personnel Budget for Fiscal Year 2020/2021.

GM King discussed and received feedback on Cost of Living Adjustments, Merit Adjustments and Position Classifications. GM King will incorporate comments from the Personnel Committee into the Draft Fiscal Year 2020/2021 Budget to be presented to the Board in May 2020.

With no further business on the Personnel Committee/Special Board Meeting Agenda, the meeting adjourned at 9:15 a.m.

STAFF RESPONSIBLE FOR REPORT:



Kevin L. King, General Manager

Date: 04/13/2020