



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

1633 GARDEN HIGHWAY
SACRAMENTO, CA 95833

**FRIDAY, MAY 10, 2019
8:00 A.M.**

AGENDA

1. PRELIMINARY

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

2. PRESENTATIONS

- 2.1 Steelhead Creek – Urban Creek Restoration Grant Project – Presentation by Dr. Roland Brady

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

5. CONSENT CALENDAR

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

- 5.1. APPROVAL OF MINUTES: Approval of Minutes from April 12, 2019 Regular Board Meeting.
- 5.2. TREASURER'S REPORT: Approve Treasurer's Report for April 2019.
- 5.3. EXPENDITURE REPORT: Review and Accept Report for April 2019.
- 5.4. BUDGET TO ACTUAL REPORT: Review and Accept Report for April 2019.
- 5.5. AUTHORIZATION TO INVEST IN SACRAMENTO CITY POOL A: Review and Consider Adoption of Resolution No. 2019-5-1 Authorizing the Investment of Reclamation District No. 1000 Monies in the City of Sacramento Investment Pool A.
- 5.6. AUTHORIZATION TO EXECUTE COST SHARE AGREEMENT: Review and Consider Authorizing General Manager to Execute a Cost Share Agreement with Sacramento Area Flood Control Agency for Relocation of District's Pumping Plant No. 3.
- 5.7. AUTHORIZATION TO EXECUTE COST SHARE AGREEMENT: Review and Consider Authorizing General Manager to Execute a Cost Share Agreement with Sacramento Area Flood Control Agency for Relocation of District's Pumping Plant No. 4.

6. SCHEDULED ITEMS

- 6.1. FISCAL YEAR 2019/2020 DRAFT BUDGET: Review and Discuss Draft Budget for Fiscal Year 2019/2020.

- 6.2. APPROVE LETTER OF SUPPORT AND PARTICIPATION AS A PROJECT SPONSOR: Review and Consider Authorizing General Manger to Submit Letter of Support for Steelhead Creek Restoration Planning Grant and Participate as a Project Sponsor.
- 6.3. REVIEW AND AUTHORIZE DISTRICT CORRESPONDENCE: Review and Consider Authorizing the General Manager to Submit a Letter to the Appropriate Agencies Requesting Assistance with the Immediate Removal of Unauthorized Encampments on the District Levee System, which Impede the District's Ability to Perform its Public Safety Responsibilities to Monitor, Maintain, Rebuild, Construct, and Operate the Levee System.
- 6.4. DISCUSS DEVELOPMENT OF DISTRICT POLICY: Discuss Development of District Policy to Address Unauthorized Encampments on District Levee System.

7. BOARD OF TRUSTEE'S COMMENTS

7.1. BOARD ACTIVITY UPDATES:

7.1.1. RD 1000 Committee Meetings Since Last Board Meeting

- Finance Committee (Gilbert, Harris, & Smith) April 19, 2019
- Executive Committee (Smith & Barandas) May 1, 2019

7.1.2. RD 1000 Committees No Meetings Since Last Board Meeting

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

7.1.3. Trustee's Comments/Reports

7.1.4. June Board Meeting Date

8. CLOSED SESSION

- 8.1. No Closed Session Items

9. RECONVENE TO OPEN SESSION

- 9.1. No Closed Session Items

10. ADJOURN

TITLE: General Manager's Report – April 2019

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

EXECUTIVE SUMMARY:

This Staff Report is intended to report the noteworthy activities and events of the District. Noteworthy activity from April included Fiscal Year 2019/2020 Budget Preparation. In summary, the District had a productive and successful month. Our key activities and achievements are presented below:

BACKGROUND:

1. Administration Services

a. Finance

i. Budget Fiscal Year 2019-2020: The following Budget Timeline outlines the process to date and future milestones necessary to have a final budget ready for the Trustees to consider for adoption during the June 2019 Board Meeting.

1. Personnel Committee – Met (April 4) and reviewed Staff's recommendation on Cost of Living Adjustments (COLA) and Salary Adjustments per the Board's Compensation Philosophy.
2. Operations Committee – Met (April 9) and reviewed Budget assumptions for Operations & Maintenance (O&M) and Capital Improvement Program (CIP).
3. Finance Committee – Met (April 19) and reviewed the Draft Budget and Projected Cash Flow Analysis.
4. May 10, 2019 – RD 1000 Board Meeting - Present Draft Budget to Trustees for review and comment. Staff to receive comments from the Trustees and adjust as directed.
5. June 2019 – RD 1000 Board Meeting - Present Final Budget to Trustees for consideration of adoption.

ii. Plant 2 – FEMA Funding Review

1. The District met with SAFCA on April 26, 2019 to discuss project close out. The District received approximately \$1.5M in reimbursement as the final payment from FEMA. After reviewing final project close out the District will reimburse SAFCA

approximately \$750K, there is one (1) line item that needs to be discussed with SAFCA, which may reduce the reimbursement to SAFCA by \$150K. In any case, the District will be making reimbursement before June 1, 2019.

b. Human Resources

- i. Submitted 180-Day exception to CalPERS for consideration to hire Paul Devereux as a retired annuitant, beginning May 16, 2019. CalPERS notified the District on May 2, 2019 that the exception conforms to CalPERS retired annuitant rules.

2. District Operations

a. Flood Operations:

- i. District crews discovered two (2) boils at Pumping Plant No. 2, around 9:00 a.m. Sunday (3/10). The boils are similar to what was observed and repaired in 2017 and it does not appear to be an emergency situation. As such, the District has been watching the boils closely over the month and the situation is on-going, yet stable. The District met with, Ray Costa (Geo. Tech.), and Mead and Hunt at the site on Thursday (4/18) to review conditions. A recommendation for repair will be provided to the District with anticipated repairs to occur this summer.

3. Development Projects

a. Greenbriar

- i. The District worked with Mark Rodgers, Greenbriar Development Engineer, on providing an encroachment agreement to the City/County for bridge improvements planned on District facilities. West Yost Engineering is currently modeling the hydraulic impacts of the proposed project.

b. Garden Highway Homes LLC

- i. No Update.

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

- i. No Update.

d. Metro Air Park

- i. No Update.

e. The Cove Phase II

- i. District received a request from Beazer Homes, regarding sign-off on conditions for approval on The Cove Phase II Final Map. The District signed off on the Conditions for Approval the week of April 22nd. Phase III of the project will require significantly greater coordination between the District and the Developer.

4. Capital Improvement Projects

a. SCADA:

- i. The District received SCADA training on May 3, 2019 from TESCO per the contract terms.

5. Natomas Levee Improvement Projects

a. Reach A

- i. USACE anticipates 65% design in July 2019, followed by 95% design in January 2020.

b. Reach B

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

c. Reach C

- i. No reportable items.

d. Reach D

- i. Contract construction commenced in August 2018 with initial excavation for the proposed relocated Vestal Drain. Work resumed on Reach D the week of April 22nd. RD 1000 Staff will be attending weekly project meetings during construction.

e. Reach E

- i. USACE anticipates 35% design by May 15, 2019, 65% design November 1, 90% in December, with construction award anticipated in the 3rd quarter of 2020.

f. Reach F

- i. Anticipated Award 2022.

g. Reach G

- i. Anticipated Award 2022.

h. Reach H

- i. Contract awarded January 2019 to Inquip Associates Inc (\$41.7 M). Construction 2019-2020. Proposed work includes levee de-grade for construction of slurry cutoff wall; slope flattening and landside access and patrol road.
- ii. State DWR still working on real estate acquisitions for construction of landside access road.
- iii. Inquip started drilling Monday (4/29), starting between San Juan and West El Camino.
- iv. Materials will be laid down in the staging areas just south of the Interstate 80 crossing of the Natomas East Main Drain Canal (NEMDC).
- v. Inquip submitted a Fence Relocation Protocol for review by USACE. All proposals conform to the procedures discussed previously and seem to protect personal property and security of those residents living adjacent to the levee toe.

i. Reach I

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

6. Outreach

a. Newsletter

- i. No update.

b. Pops in the Park – Community Event

- i. Staff has identified a community outreach opportunity and is considering participation. See Attachment 1 of this staff report.

7. Miscellaneous

a. DWR Flood Maintenance Assistance Program (FMAP)

- i. The District signed the Funding Agreement (FA) for the DWR Flood Maintenance Assistance Program (FMAP) and hand delivered the FA on April 15th. The District is currently awaiting a revised Operations, Maintenance, Repair, Rebuild, and Replacement (OMRR&R) agreement from DWR. The OMRR&R is due by May 10, 2019, once DWR signs both the FA and the OMRR&R, the District will begin working on the grant.

b. 5311 Garden Highway

- i. On December 18, 2018 Central Valley Flood Protection Board (CVFPB) issued a Notice of Violation (NOV) to 5311 Garden Highway. The NOV was issued after the District observed rock placement activities along the water line of the Sacramento River and subsequently notified CVFPB. During their investigation, CVFPB discovered that no permits are on file for this property. In addition to filing for a permit for the rock, the property owner will need to apply for a permit for all existing improvements, which includes the “unpermitted” home built on the property 30 plus years ago.

c. V-Drain

- i. GM King spoke with Landowner Robert Leal on April 16th regarding the culvert replacements in the District’s V-Drain. As a result of the conversation Mr. Leal agreed to having the two (2) culverts replaced this year. Further discussion will be had regarding the 3rd culvert over the next 12-18 months. GM King will follow up with a letter to Mr. Leal, documenting the phone conversation.
- ii. Culvert materials for the two (2) crossings were ordered this month, with expected delivery in the next two (2) weeks. The timing works well, as the District couldn’t begin construction activities until after May 1, due to Giant Gardner Snake restrictions. Field staff will coordinate with Mr. Leal’s tenant (Penning) prior to initiating work, as to not disrupt Mr. Penning’s farming operations.

d. Unauthorized Encampments

- i. GM King is working with District Counsel on options to address unauthorized encampments along the District’s Levee System. GM King will present options to the Trustees when analysis is complete, as part of a comprehensive set of District Policies. See Agenda Item 6.4 for more information.

e. Meet & Greet – Sacramento City Councilmember Harris

- i. GM King and ASM Gutierrez met with Sacramento City Councilmember Jeff Harris on April 23rd. Councilmember Harris was keenly interested in discussing Unauthorized Encampments and ways to address the impacts to the Levee System.

f. Meet & Greet – Natomas Mutual Water Company: Brett Gray

- i. GM King met with Natomas Mutual Water Company (NMWC) General Manager Brett Gray on April 26th. The purpose of the meeting was to familiarize GM King of the District’s relationship and agreements with NMWC. Per an existing agreement, RD 1000 and NMWC shall meet annually to discuss the agreement. GM King will work with NMWC GM Gray to set up the meeting in late July 2019.

g. Natomas Basin Habitat Conservation Plan (HCP)

- i. GM King met with HT Harvey regarding the Natomas Basin HCP on April 23rd. Final revisions are being made to HT Harvey's technical report, including estimated costs to join and operate under the Natomas Basin HCP. GM King anticipates scheduling a Mid-May HCP Ad-Hoc Committee to discuss the technical report.

h. Sacramento Area Flood Control Agency (SAFCA)

i. Board Meeting – April 18, 2019

1. CLOSED SESSION

The following Item was Informational only – no action was taken

a. Government Code Section 54956.8 - Conference with Real Property Negotiators

- i. Property: A portion of Board of Equalization Lot Numbers 9 and 10 as shown on the State Board of Equalization Land Identification maps, entitled "Alignment, Sacramento & Woodland Railroad Company", June 30, 1913.

- ii. Agency Negotiators: Richard M. Johnson, Jason D. Campbell, M. Holly Gilchrist

- iii. Negotiating Party: Sierra Northern Railway

- iv. Under Negotiation: Price and terms of payment

b. Government Code Section 54956.8 - Conference with Real Property Negotiators

- i. Property: Located at 401 Rimmer Ave, Sacramento, CA. APN: 250-160-040

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

- iii. Negotiating Party: Walter R/Joan Clark Revocable Trust 2016

- iv. Under Negotiation: Price and terms of payment

- v. Motion by Director Jennings and seconded by Director Conant approving staff's recommendation for acquisition, the details of which will be made public when the have been reduced to writing.

2. EXECUTIVE DIRECTOR'S REPORT

- a. Executive Director's Report for April 18, 2019 – no action.

3. CONSENT MATTERS: Motion by Director Avdis and seconded by Director Conant to approve the Action Summary of March 21, 2019 and Resolution Nos: 2019-041; 2019-042; 2019-043; 2019-044; 2019-045; and 2019-046; of the Consent Matters.
 - a. Adopting the Action Summary for March 21, 2019 (Russell)
 - b. Resolution No. 2019-041 - Authorizing the Executive Director to Execute a Contract with the Rio Linda & Elverta Recreation and Park District for Lower Dry Creek Floodway/Ueda Parkway Refuse and Flood Debris Removal, and Fire Hazard Reduction/Weed Abatement Mowing Services (Sorgen)
 - c. Resolution No. 2019-042 - Authorizing the Executive Director to Execute a Consulting Services Contract with Sills Ag Consulting, Inc. for Agricultural Soils Consulting Services (Sorgen)
 - d. Resolution No. 2019-043 - Awarding the Contract for the American River Watershed Project, Natomas Basin, Reach D - Asbestos Pipe Removal Project, Sutter County, California, Contract No. 4447, to the Lowest Responsive and Responsible Bidder and Authorizing the Executive Director to Execute the Contract (Bassett)
 - e. Resolution No. 2019-044 - Authorizing the Executive Director to Execute Amendment No. 2 to Contract 1447 with Monument ROW for Real Estate Project Management and Support Services (Campbell)
 - f. Resolution No. 2019-045 - Adopting Addendum No. 6 to the Environmental Impact Report on the North Sacramento Streams, Sacramento River East Levee, Lower American River, and Related Flood Improvements Project (July 2016); and Approval of Modifications to the North Sacramento Streams, Sacramento River East Levee, Lower American River, and Related Flood Improvements Project (Ghelfi)
 - g. Resolution No. 2019-046 - Adopting Addendum No. 1 to the Environmental Impact Statement/Environmental Impact Report on the American River Watershed Common Features General Reevaluation Report; and Approving Clarifications to the American River Watershed Common Features General Reevaluation Report Project (Campbell)
4. RECEIVE & FILE
 - a. Report of Professional Services Agreements Issued Under

Delegated Authority for the Third Quarter, Fiscal Year 2018-19 (Gilchrist)

- b. Report of Construction Contract Change Orders Issued Under Delegated Authority for the Third Quarter, Fiscal Year 2018-19 (Gilchrist)
- c. Report of Insurance Claims Settled Under Delegated Settlement Authority for the Third Quarter, Fiscal Year 2018-19 (Gilchrist)
- d. Status Reports of Environmental Consulting Master Services Agreements for the Third Quarter, Fiscal Year 2018-19 (Gilchrist)
- e. Report of Real Property Transaction Where Just Compensation is Less than \$500,000 Executed Under Delegated Authority for Third Quarter, Fiscal Year 2018-19 (Gilchrist)
- f. Status Reports of Right of Way Consulting Master Services Agreements for the Third Quarter, Fiscal Year 2018-19 (Gilchrist)
- g. Report of California Uniform Public Construction Cost Accounting Act (CUPCCA) Contracts Issued Under Delegated Authority for the Third Quarter, Fiscal Year 2018-19 (Gilchrist)
- h. Status Reports of Flood Risk Management Planning Master Services Agreements for the Third Quarter, Fiscal Year 2018-19 (Gilchrist)
- i. RD 1000 Board of Trustees – Election Timeline
 - i. See Attachment 2 of this staff report for information regarding the 2019 RD 1000 Trustee Election Timeline.
- j. Californians Right to Know – Personal Devices & District Email
 - i. See Attachment 3 of this staff report for information regarding the Californians Right to Know Act. District staff, officers and trustees should be aware of the Californians Right to Know Act and the associated implications of using personal devices and email accounts to conduct District business. Staff is currently analyzing procedures, policies and guidelines necessary to ensure compliance with the Act.
- k. Correspondence Received
 - i. On April 30, 2019, District received correspondence from Trustee Burns. (See Attachment 4)

ATTACHMENTS:

1. Pops in the Park – Outreach Event
2. RD 1000 Board of Trustees – Election Timeline
3. Californians Right to Know Article – Personal Devices & District Email
4. Correspondence Received April 30, 2019 (Burns)

STAFF RESPONSIBLE FOR REPORT:



Kevin L. King, General Manager

Date: 05/06/2019



Bands: TBD



Sponsorship Information

- 6/1/19 East Portal Park
- 6/8/19 Bertha Henschel Park
- 6/15/19 East Portal Park
- 6/22/19 Glenn Hall Park
- 9/7/19 South Natomas Community Park

Sponsorship Levels:

- Major (ALL-5)-\$3000**
(June AND Sept)
- Major (East Sac-4)-\$2500**
(June ONLY)
- Neighborhood-\$1000**
(One ONLY)

Sponsorship Benefits	Major ALL	Major East Sac	Neighborhood
• Your logo on 4' x 6' signs at Azevedo, Truxel, San Juan	X		
• Your logo displayed on H St. Billboard	X	X	
• One 10' x 10' canopy, table, chairs at ALL 5 events	X		
• One 10' x 10' canopy, table, chairs at ALL 4 events		X	
• Verbal recognition at ALL concerts	X	X	
• Logo on 8000 school flyers	X	X	
• Full page program ad BW	X	X	
• Name recognition on media advisories	X	X	X
• Logo displayed on websites, social media promotion	X	X	X
• One 10'x10' canopy, table, chairs at ONE event			X
• Half page program ad BW			X
• Verbal recognition at ONE event			X

Program ads (black and white):					
<input type="radio"/> Full Page	\$500	Image area 10" h X 7-1/2" w	<input type="radio"/> 1/4 Page	\$200	Image area 4-5/8" h X 3-9/16" w
<input type="radio"/> 1/2 Page	\$300	Image area 4-5/8" h X 7-3/8" w			

Business/ Organization: _____

Contact Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Business Phone: _____

Cell Phone: _____

Website: _____

Email: _____

Signature: _____ **TOTAL ENCLOSED:** _____

MAIL COMPLETED FORM WITH FULL PAYMENT TO:
 Gifts to Share, Inc./POPS
 915 I Street, 3rd Floor Sacramento, CA 95814

-OR- COMPLETE THE ONLINE FORM @
<https://giftstoshareinc.ejoinme.org/donate>
 Select: POPS in the Park

EMAIL PRESS READY PDF TO: Janet Mason at ibd@surewest.net 300 dpi PDF format DUE May 1st

For more information: Jennifer West, Executive Assistant to City Councilmember Jeff Harris, District 3
 916.808.5240 or jcwest@cityofsacramento.org
 (Gifts to Share, Inc. is a 501c3, Federal Tax ID #94-2985546)

2019 ELECTION TIMELINE (Walk-in elections)

The following timeline is for a walk-in election to be held on Tuesday, November 5, 2019.¹ Please refer to the 2019 Election Digest for more information about specific actions.

DATE	ACTION
July 8 through August 7, 2019	Time during which RD must publish (once) a combined notice of the election and notice calling for nominating petitions. The notice must also be posted in the RD's office, and the RD must also issue a general press release. (Elections Code §§ 12112, 12113; Water Code § 50731.5(b).)
August 22 through 5:00 pm on September 12, 2019	Time during which nominating petitions may be filed with the RD's secretary. Candidate statements (optional) should be filed at the same time. (EC § 13307(a)(2); WC § 50731.5(a).)

If by 5:00 pm on September 12, 2019, the number of nominees is lower than or equal to the number of trustees to be elected, and if the Board has not received a petition signed by 5 percent of the voters requesting that an election be held, then an election shall not be held. (WC § 50740.)

In the event that no election will be held, the following timeline applies:

DATE	ACTION
By October 5, 2019	Notice of No Election, stating that the County Board of Supervisors will appoint the trustees and that no election will be held must be published once. (WC §§ 50741, 50732.)
As soon as possible following the Notice of No Election	RD should send the notice to the County Board of Supervisors in which the RD is situated (or, for multi-county RDs, to the Board of Supervisors for the County in which the largest part of the RD is situated) and request that the Board of Supervisors appoint the trustees at its next regular meeting in accordance with Water Code section 50742.

¹ Each Reclamation District shall hold an election on the first Tuesday after the first Monday in November in each odd-numbered year, unless it resolves to conduct the election by all-mailed ballots. (WC §§ 50707, 50730.)

If, by 5:00 pm on September 12, 2019, the number of nominees *does* exceed the number of trustees to be elected, the following timeline applies:

DATE	ACTION
September 13 through September 23, 2019	Election materials, including voter pamphlet with any candidate statements, must be made available for public examination in the District office. (EC § 13313(a).)
During September 2019	RD should request that the County Board of Supervisors appoint an election board to conduct the election in accordance with Water Code section 50700. Once appointed, members of the election board must be sworn in by an officer authorized to administer oaths. (WC § 50750.) Note that if the County fails to appoint an election board, the voters present at the polls on the day of the election may appoint one. (WC § 50751.)
During September 2019	RD Board must cause the appropriate election roll to be prepared, certified, and furnished to the election board prior to the election. (WC §§ 50701, 50702, 50704)
September 26 through October 15, 2019	Send election materials, including sample ballot, location of the polling place, and voter pamphlet with candidate statements, to voters. (EC §§ 13303, 13307(b); WC § 50730.)
By October 5, 2019	RD must begin publishing a notice of the election. The notice must be published once a week for four weeks. (WC § 50732.)
By October 7, 2019	Canvass procedures must be adopted and made available for public inspection. (EC § 15003.)
October 26, 2019	If votes will be tallied at a central location different from the polling place(s), deadline for publishing notice (once) of the public place to be used to tally votes. (EC § 12109(a).)
October 29, 2019	Deadline for publishing and posting notice of the location of the polling place(s). (EC § 12105.)
Prior to November 5, 2019.	Election board obtains voter index (index to affidavits of registration of voters) from the County. Two copies of the index must be posted at each polling place before opening the polls. (EC § 14202)
Prior to November 5, 2019	Election board compiles documents identified in Elections Code sections 14200 and 14201, which must be posted at the polling place on the day of the election. (EC §§ 14200, 14201)
November 5,	Polls must be open from 10 am until 4 pm by default. If there are more than 500 assessed property owners in the district, or if the election will not

2019	involve costs to any other local government entity the RD Board may elect to provide extended polling hours. Votes may not be counted until the polls close. (EC § 15152; WC § 50705)
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After the election:

DATE	ACTION
Immediately after close of polls	Semifinal official canvass commences by tabulating ballots and compiling results. (EC § 15150.) Improperly marked ballots must be rejected in accordance with Elections Code section 15154.
November 7, 2015	Deadline for the election board to begin officially canvassing the votes cast in accordance with Elections Code section 15300 et seq. (EC § 15301.)
Upon completion of canvass	Election board must issue certificates of election to the persons receiving the highest number of votes, place the ballots in the sealed envelope and forward the envelope to the county elections official. (WC § 50752.)
No later than November 25, 2019	The County elections official must prepare a certified statement of the results and submit it to the Board of Supervisors. (EC § 15372.)

On One Day in Two Decisions, Courts Reaffirm Californians' Right to Know

californiapolicycenter.org/on-one-day-in-two-decisions-ca-courts-reaffirm-publics-right-to-know/

Cecilia Iglesias

March 17, 2017



Two California courts on a single day broadened the public's access to government documents via a California Public Records Act ("CPRA") request.

In one case (*City of San Jose v. Superior Court (Smith)*), the California Supreme Court unanimously declared on March 2 that public officials' e-mails and texts are in fact public documents, even when they are sent over personal devices.

In a related case on that same day, a state appeals court in Los Angeles declared that the public is allowed to seek "discovery" in lawsuits filed by requestors of public documents to enforce their rights in Court under the CPRA statute.

Both cases are widely seen as a victory for transparency, and a reaffirmation of the state's Watergate-era California Public Records Act.

In the Supreme Court decision, the court relied on public policy favoring disclosure of public records and case law, including a 2007 case (*Com. On Peace officer Standards and Training v. Superior Court*) to conclude that the *content* of documents – not their location – determines whether a public record is subject to disclosure under the California Public Records Act.

The court left it to trial court judges in each case to determine what constitutes a public record and what does not. (The court offered a hypothetical text between spouses – "My co-worker is an idiot" – as a record not subject to disclosure.) The court also suggested that public agencies should draft internal rules – such as giving all officials an agency-owned e-mail account and/or cellular telephone – and prohibiting any use of private accounts.

In the second case, *City of Los Angeles v. Superior Court (Anderson-Barker)*, the Second Appellate District Court upheld a lower court's finding that civil discovery rules apply to CPRA cases just as they do other civil lawsuits in California.

In that case, a plaintiff had sued the City of Los Angeles to enforce a CPRA request seeking records on the Los Angeles Police Department's use of private companies contracted to tow and store impounded vehicles. As part of the litigation, the requestor's attorney sent the city's attorneys written questions (what attorneys call interrogatories) and a request for production of certain documents. The issue before the appeals court is whether a requestor may seek this type of information in lawsuits to enforce their CPRA rights. The answer was a resounding yes.

As an attorney for requestors in CRPA cases, I can attest to the value of the use of civil discovery tools. For example, I often hope to find through questions and responses: Who at the agency handled the CRPA request; if documents were withheld, which official approved the withholding and whether an attorney was involved in those decisions; if the public agency is claiming some documents are being withheld in their entirety (versus portions of a document being redacted). I want to know the legal basis and reasoning for that decision. I hope to find out, as I have in some cases, that the public entity knew (or should have known) that it was violating the CRPA. I may go so far as to depose agency personnel – that is, interview them under oath – about their reasoning for withholding documents and the manner in which they conducted the search for records when it was originally requested.

Responses to this type of discovery in a CRPA lawsuit may strongly show the lawsuit is meritorious and that officials improperly withheld documents. This can and often does result in a settlement between the parties. When there is a settlement, the agency does not need to expend more taxpayer dollars on a needless hearing process it would likely lose anyway – and then pay out additional attorney's fees to CPC. Avoiding this also saves the court's time to allow the Judge to focus on other cases.

In all, March 2, 2017, was a very good day for Californians. The Supreme Court and Appeals Court strongly reaffirmed that citizens have a right to obtain documents that show what their government is doing and where their taxpayer dollars are going.

Craig P. Alexander is General Counsel for California Policy Center, and practices law in the areas of the California Public Records Act, contract negotiation, office leasing, homeowner association (HOA) law and civil litigation. His office is in Dana Point, California, and he can be contacted at cpalexander@cox.net.

Chris Burns
916.600.8426
CBurns@RD1000.org

April 30, 2019

Mr. Jeff Smith, President
Reclamation District 1000
1633 Garden Highway
Sacramento, CA 95833

RE: Homeless camps encroachment policy

Dear Jeff,

I am writing to request the addition of an agenda item for the May 8, 2019 Board of Trustees meeting in order to discuss and adopt emergency District policy on the homeless camps encroaching on and causing damage to the Natomas levee system.

Reclamation District 1000's mission is flood protection for the Natomas Basin providing for the public's health and safety by operating and maintaining the levees and the District's canals and pump stations in a safe, efficient and responsible manner.

One of our main goals is to operate and maintain the perimeter levee system to prevent exterior flood waters from entering the Natomas Basin. This rain season has provided a tremendous amount of snowpack, as such we should be extra attentive to the large volume of water in the rivers and streams coming from the Sierra Nevadas this Spring.

At our April 9, 2019 Urbanization Committee meeting, we were informed of damage to the levee caused by homeless individuals living on the levee slope. Fortunately, this damage was determined not to have compromised the levee integrity, it will however impose unexpected financial cost and staff resources to repair.

While I sympathize with the plight of the homeless, our responsibility is to ensure the Natomas Levees are maintained and prepared to hold back the Spring runoff.

Without the ability to see under, behind or beyond the homeless camps on the levee top and slope, we are unable to determine if there is any additional damage to the levees. Homeless camps also block staff from identifying potential problems on both sides of the levee while patrolling during high water monitoring.

Mr. Jeff Smith, President

April 29, 2019

Page 2

We would not accept this type of encroachment or damage from a property owner on the land or waterside of the levee. As such, we should not accept this from those who have chosen to take up residence on the levee.

With the Spring runoff upon us, I propose the following emergency policy for consideration:


1. Identify all district property including levee top, toe and slope as well as other levee or flood control system property the District is responsible for maintaining that may be owned by partnering agencies (such as SAFCA) which has homeless camps on them that:
 - a. Impedes the ability of crew to properly and safely monitor and inspect the levee top, slope and toe.
 - b. Creates the potential for levee damage due to long-term homeless camp residency.
 - c. Would hamper the district's ability to take emergency action if necessary.
2. Once this is complete, the District should request assistance from the appropriate City and County law enforcement agencies, to remove the homeless camps impeding the District's ability to monitor levees during high water events.
3. Following the spring run-off, the District should request continued assistance from these law enforcement agencies to prevent homeless camps from establishing on District property, specifically in the South Natomas region to ensure they do not impede or delay the scheduled levee work along the Garden Highway and Natomas East Main Drainage Canal.

I propose this policy to ensure we continue our long history of maintaining the levees and protecting the 100,000 people who live and work in the Natomas basin, but also for the safety of our employees who must patrol, monitor and maintain the levees.

Given the other safety, environmental and health impacts homeless camps have on the levees, waterways and streambeds, and the District's liability for allowing these camps to continue on our property, I would suggest a more robust discussion on homeless camps in the near future.

Thank you in advance for your consideration of my request.

Sincerely,



Chris Burns

DATE: May 10, 2019

AGENDA ITEM NO. 4.2

TITLE: Superintendent's Report

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

EXECUTIVE SUMMARY:

This Staff Report is intended to inform the Board and serve as official record of the activities the District's field staff engaged in for the month of April 2019. As well as provide information regarding District facility use and local weather impacts on District facilities and river levels. There are no staff recommendations, information provided is strictly informational.

RECOMMENDATION:

None


FINANCIAL IMPACT:

None

ATTACHMENTS:

1. Superintendent's Report Data Sheet

STAFF RESPONSIBLE FOR REPORT:



Donald Caldwell, Superintendent

Date: 05/02/2019



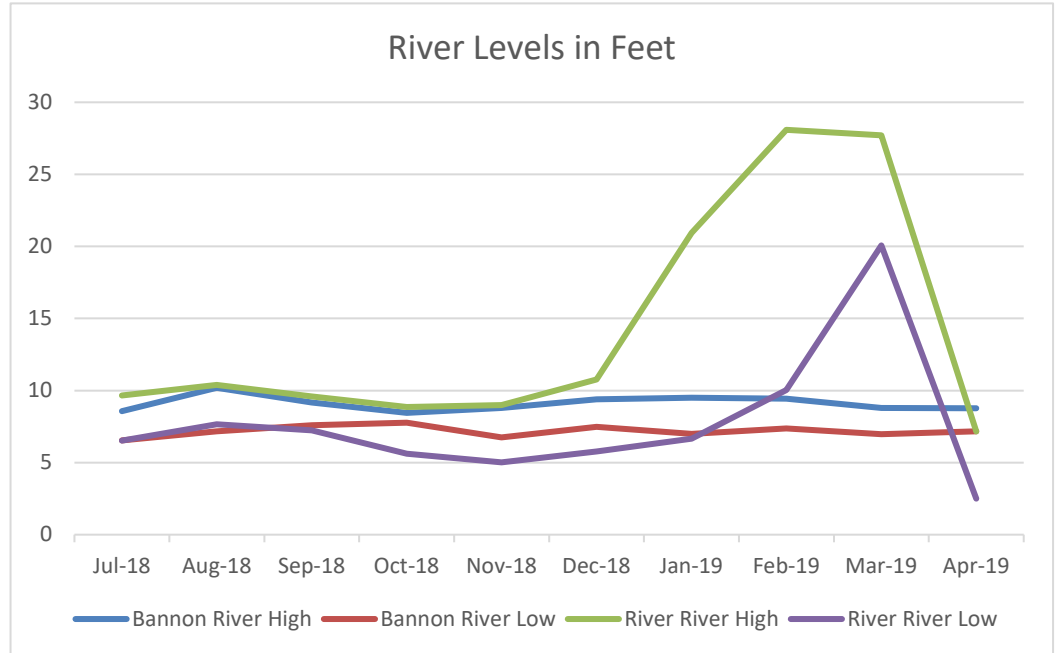
Kevin L. King, General Manager

Date: 05/03/2019

River Levels:

Bannon H: 8.78'
L: 7.17'

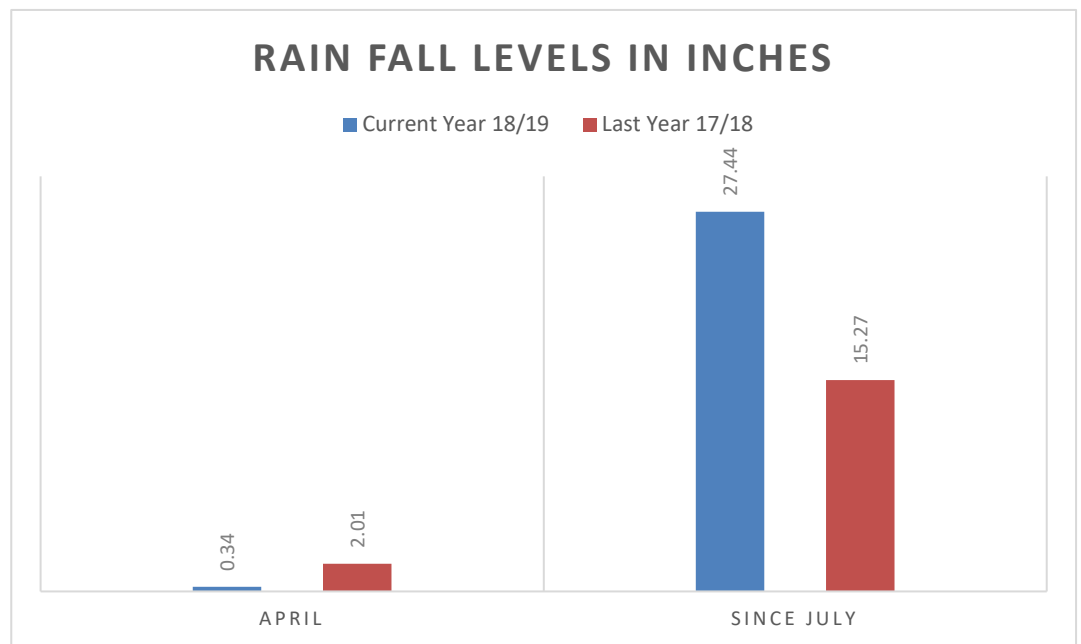
River H: 7.16
L: 2.50



Rain Fall Totals:

Rain totals for the month of April were 0.34"

Rain totals since July 1st were 27.44"



Safety topics for the month of April: Fire Safety: Mowing during dry weather

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

RD 1000 Field Crew	*Field Hours Worked	Activity
	4	Plant Maintenance
	104	Grounds
	109	Pump Rounds
	0	Fence Repair
	353.5	Mowing
	753	Levee Patrol
	0	Tree Trimming/Removal
	142	Garbage
	0	Upper GGS
	49.5	Equipment Repairs

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

Pumping

The district did some pumping due to a small amount of rain and Sacramento City & Sacramento County detentions basins pumping out into district drains.

Pumping Plant	Pump	Hours and A/F
Plant 1-B	Pump # 4	103.4 hours and 1013.32 A/F
Plant 3	Pump # 1	60.5 hours and 399.3 A/F
	Pump # 4	139.1 hours and 403.39 A/F

DATE: May 10, 2019

AGENDA ITEM NO. 4.3

TITLE: District Counsel's Report – April 2019

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

EXECUTIVE SUMMARY:

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

ATTACHMENTS:

None

STAFF RESPONSIBLE FOR REPORT:



Kevin L. King, General Manager

Date: 05/01/2019

DATE: May 10, 2019

AGENDA ITEM NO. 5.1

TITLE: Approval of Minutes

SUBJECT: Approval of Minutes from April 12, 2019 Regular Board Meeting

EXECUTIVE SUMMARY:

This staff report is intended to serve as the official record of monthly meetings of the Board of Trustees. This document details meeting participants, proof of items discussed, summaries of board meeting discussion, and vote actions taken by the Board. Staff recommends Board approval of the April 12, 2019 Board Meeting Minutes.

BACKGROUND:

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

To further comply with transparency, Reclamation District 1000 documents monthly meetings of its Board of Trustees through Board Minutes. Reclamation District 1000 also maintains a historical archive of Board meeting Minutes since 1912.

RECOMMENDATION:

Staff Recommends the Board approve the Minutes from the April 12, 2019 Board of Trustees Meeting.

FINANCIAL IMPACT:

None.

ATTACHMENTS:

1. April 12, 2019, Board Meeting Minutes

STAFF RESPONSIBLE FOR REPORT:



Joleen Gutierrez, Administrative Services Manager

Date: 05/10/2019



Kevin L. King, General Manager

Date: 05/10/2019

**Reclamation District 1000
Board of Trustees Meeting**

1633 Garden Highway
Sacramento, CA 95833

**APRIL 12, 2019
MEETING MINUTES**

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

Absent: Trustee Thom Gilbert

1. Preliminary

The meeting was called to order by Board President, Jeff Smith. Trustee Harris moved to approve the agenda, seconded by Trustee Christophel; all were in favor, the motion was approved. After the Pledge of Allegiance, led by Scott Brown of Larsen Wurzel & Associates, the Board was given the opportunity to disclose any potential conflicts of interest for items listed on the agenda. There were no conflicts of interest to disclose.

2. Presentations

There were no presentations scheduled for the April 12, 2019 meeting.

3. Public Comment

Public comment by Keith Sharward was received concerning homeless encampments, levee excavation, and RD1000's duty to inspect levees including homeless campsite encroachments. Mr. Sharward was assured by Trustee Avdis that public protection is of utmost concern and that RD1000 is actively monitoring, addressing, and working with area partners to enforce illegal encroachments by homeless campers.

4. Informational Items

4.1 – General Manager’s Report: GM King provided a written summary in the March board packet which discussed District activities since the March 2019 Board Meeting. GM King made known staff received a request from SAFCA on an Indian reburial of artifacts that were found as part of the American River Project. After legal review, it has been determined the District should work cooperatively with SAFCA. The burial site has been agreed upon. If artifacts need to be moved or relocated in the future, it would be at SAFCA’s expense. GM King stated there is no cost to the District.

4.2 – Superintendent’s Report: A written informational summary was provided to the Board in the April board packet.

4.3 – District Counsel’s Report: District Counsel Jim Day provided a verbal report of his activities during March 2019.

5. Consent Calendar

GM King requested to pull items 5.1, 5.7, and 5.8 for discussion and correction.

Items 5.2 Treasurer’s Report, 5.3 Expenditure Report, 5.4, 5.5 Ratification of Utility Agreement, 5.6 Authorization to Grant Easement were moved for approval by Trustee Harris, seconded by Trustee Barandas, all in favor, motions carry.

Items Discussed

5.1 – ASM Gutierrez highlighted Minute corrections. Trustee Avdis moved to approve the Minutes with corrections, seconded by Trustee Christophel, all in favor, motion carries.

5.7 – GM King noted an error in the Resolution carryover language from a previous resolution. Resolution as depicted in the handout document strike-through. The second to the last ‘Whereas’ makes reference to Government Code Section 27281 which covers accepting easements, not granting easements. This line item would be stricken and will not change the effectiveness of granting an easement. Moved by Trustee Christophel, seconded by Trustee Burns, all in favor, motion carries.

5.8 – GM King noted an error in Resolution 2019-4-3, there was a carryover error in the third Whereas, discussing PG&E, has a strike-through and will be removed from the official Resolution. Moved for approval by Trustee Avdis, seconded by Trustee Barandas.

6. Scheduled Items

GM King provided written summaries of items for discussion and public comment.

6.1 – Fiscal Year 2018/19 Budget Adjustment: Review and Consider Approval of Fiscal Year 2019/2019 Budget Adjustment and Amend District’s Official Pay Rate Schedule.

GM King announced the need for \$27,388 in wage expenses for temporary staffing and mentioned the salary schedule would be updated to reflect the temporary position. A roll call vote requested by Trustee Burns. Trustee Harris moved to authorize this expense, seconded by Trustee Christophel:

Trustee Christophel – Aye

Trustee Barandas – Aye

Trustee Harris – Aye

Trustee Smith – Aye

Trustee Avdis – Aye

Trustee Burns -No

Gilbert - absent

Motion carries.

6.2 – Authorization For Exception: Review and Consider Adoption of Resolution No. 2019-4-4 Authorizing 180 Day-Wait Period Exception for Appointment of Retired Annuitant Paul Devereux.

GM King explained the need for temporary help in Item 6.1. Trustee Avdis made known he is in full support of authorizing the exception so that a proper transfer of information occurs and so that GM King may sufficiently carry out the full responsibilities as general manager. Trustee Smith then opened the meeting for public comment. There was none. A motion to adopt Resolution No. 2019-4-4 was made by Trustee Harris, seconded by Trustee Barandas, Trustee Burns asked for a roll call vote.

Trustee Christophel – Aye

Trustee Barandas – Aye

Trustee Harris – Aye

Trustee Smith – Aye

Trustee Avdis – Aye

Trustee Burns -No

Gilbert - Absent

Motion carries.

6.3 – Recognition of Service: Adoption of Resolution No. 2019- 4-5 Recognizing District Service – Paul Devereux.

President Smith thanked retiring General Manager Paul Devereux and recognized him for many positive contributions made to the District in the past 13 years. Trustee Harris, Barandas, Christophel, Avdis, and Superintendent Caldwell followed individually thanked Paul for his service. President Smith then presented Paul with a Resolution framed and signed by all trustees.

7. Board of Trustees' Comments

7.1 – Board Activity Updates

7.1.1 RD 1000 Committee Meetings

Summaries of Executive, Personnel, Urbanization, and Operations Committee meetings held in April 2019 were included in the Board packet.

Trustee Burns reported out on the Urbanization Committee meeting minutes. He summarized the District's public relations needs. It was decided that at this point in time a PR firm is not necessary; existing PR tasks will be absorbed in-house by staff.

Trustee Avdis inquired about the District's social media policy/protocols. The Committee determined a formal policy is necessary; the policy will be developed. The Committee directed staff to seek out social media policies through CSDA. Staff will work on benchmarking and come back to the committee with formal recommendations to present to the full Board for adoption.

The Committee also discussed the homeless levee encampment issue. The Committee would like staff to track the amount the District is spending on homeless encampment cleanup as this issue is being addressed and paid for by ratepayers.

8. Closed Session

8.1 – There were no Closed Session items.

9. Reconvene to Open Session

9.1 – There were no Closed Session items.

10. Meeting Adjourned

DATE: May 10, 2019

AGENDA ITEM NO. 5.2

TITLE: Treasurer's Report

SUBJECT: Approve Treasurer's Report for April 2019

EXECUTIVE SUMMARY:

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

The Staff Report attachment provides the monthly beginning and ending balances of its Operations and Maintenance cash flow. The report considers the current month's receipts, fund to fund transfers, accounts payable, and payroll.

Noteworthy fund and cash flow items in the month of April 2019 are broken down in the attached Treasurer's Report.

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

BACKGROUND:

Income and Cash

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

The District's primary source of income is property assessments. These assessments are collected in the Sacramento and Sutter County tax bills.

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

RECOMMENDATION:

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

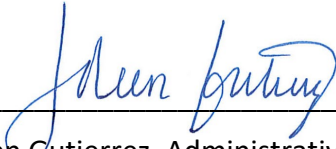
FINANCIAL IMPACT:

None.

ATTACHMENTS:

1. Treasurer's Report

STAFF RESPONSIBLE FOR REPORT:



Joleen Gutierrez, Administrative Services Manager

Date: 05/06/2019



Kevin L. King, General Manager

Date: 05/06/2019

Reclamation District 1000
Treasurer's Report
April 2019

Treasurer's Report for April 2019

April 2019	
Total Funds	8,092,438.66
Bank of the West - Checking	222,681.46
Bank of the West - Money Market	267,818.96
Sacramento County Treasurer	2,376,196.97
State Treasurer - Local Agency Investment Fund	3,165,959.63
City of Sacramento - Pool A	2,059,781.64

April 2019 - Operations and Maintenance Cash Flow			
Beginning Balance			2,539,495.50
	Income	Expense	
Current months receipts	43,211.35		43,211.35
Transfer from money market account	400,000.00		400,000.00
Accounts Payable*		(255,192.88)	(255,192.88)
Payroll		(128,635.54)	(128,635.54)
Ending Balance			2,598,878.43

*See Attached Check Register

Current months receipts are made up of the following:

Bank of the West Interest	1.66
Sacramento County, Bayou Road work reimbursement	4,262.67
Security patrol reimbursement from Natomas Basin	4,500.00
Engineering cost reimbursement from OSE Properties	1,636.50
Re-depositing petty cash into operating account	172.05
Q4 2019 rent from Sac City Fire	4,967.65
Deposit received form Greenbriar	10,000.00
Reimbursement for past expenses from Greenbriar not covered from previous deposit	180.21
Metro Airpark groundwater pumping reimbursement	17,487.61
Unknown amount from 4/9/19 deposit	3.00
	<u>43,211.35</u>

DATE: May 10, 2019

AGENDA ITEM NO. 5.3

TITLE: Expenditure Report

SUBJECT: Review and Accept Report for April 2019

EXECUTIVE SUMMARY:

This Staff Report is intended to advise the Board of monthly expenditures and provide an explanation of any expenses outside of the usual course of business.

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

BACKGROUND:

Expenses

The Administrative Services Manager reviews and the General Manager approves expenditures. This activity is disclosed monthly as an attachment to this staff report.

A highlight of higher range expenditures for the month of April:

- Engineering Consulting by Mead & Hunt – Engineering review of developer work and mapping for the GIS project \$9,805.71
- SMUD \$50,351.92 – Tail end of pumping excess water due to rainy season
- Tesco Controls, Inc. \$60,135.00 - SCADA

RECOMMENDATION:

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


FINANCIAL IMPACT:

None.

ATTACHMENTS:

1. April 2019 Expenditure Report

STAFF RESPONSIBLE FOR REPORT:



Joleen Gutierrez, Administrative Services Manager

Date: 05/03/2019



Kevin L. King, General Manager

Date: 05/03/2019

AGENDA ITEM 5.3
ATTACHMENT NO. 1

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Cash and Investments							163,298.53
1010.00 - Bank of the West Checking Acct							163,298.53
Check	04/01/2019	EFT	Bank of the West			70.00	163,228.53
Bill Pmt -Check	04/03/2019	40445	95814 Digital			5,799.17	157,429.36
Bill Pmt -Check	04/03/2019	40446	Airgas NCN			363.58	157,065.78
Bill Pmt -Check	04/03/2019	40447	Aramark			2,203.18	154,862.60
Bill Pmt -Check	04/03/2019	40448	Blankenship & Associates, Inc.			2,000.00	152,862.60
Bill Pmt -Check	04/03/2019	40449	Boutin Jones, Inc.			4,194.00	148,668.60
Bill Pmt -Check	04/03/2019	40450	Brookman Protection Services, Inc.			7,800.00	140,868.60
Bill Pmt -Check	04/03/2019	40451	Interstate Oil Company			4,139.77	136,728.83
Bill Pmt -Check	04/03/2019	40452	Miles Treaster & Associates			2,901.77	133,827.06
Bill Pmt -Check	04/03/2019	40453	Smile Business Products			279.30	133,547.76
Bill Pmt -Check	04/03/2019	40454	US Bank Corp			2,131.39	131,416.37
Bill Pmt -Check	04/03/2019	40455	Valley Hydraulics & Machine, Inc.			479.30	130,937.07
Bill Pmt -Check	04/03/2019	EFT	Alhambra & Sierra Springs			40.91	130,896.16
Bill Pmt -Check	04/03/2019	EFT	Comcast			158.30	130,737.86
General Journal	04/03/2019			4/3/19 payroll activity		41,437.39	89,300.47
General Journal	04/03/2019			4/3/19 payroll activity		95.85	89,204.62
General Journal	04/03/2019			4/3/19 payroll activity		20,089.50	69,115.12
General Journal	04/03/2019			4/3/19 payroll activity, # 10038		207.79	68,907.33
General Journal	04/03/2019			4/3/19 payroll activity, # 10039		207.79	68,699.54
General Journal	04/04/2019				10,571.22		79,270.76
Check	04/08/2019	EFT	Cal Pers			817.23	78,453.53
Transfer	04/09/2019			Funds Transfer	100,000.00		178,453.53
General Journal	04/09/2019				15,150.86		193,604.39
Bill Pmt -Check	04/11/2019	40457	Yolo County Public Works			180.80	193,423.59
Bill Pmt -Check	04/11/2019	40458	Woodland Motors			184.57	193,239.02
Bill Pmt -Check	04/11/2019	40459	Valley Truck & Tractor Company			335.87	192,903.15
Bill Pmt -Check	04/11/2019	40460	Valley Tire Center, Inc.			39.50	192,863.65
Bill Pmt -Check	04/11/2019	40461	Umberto Gutierrez			150.00	192,713.65

Bill Pmt -Check	04/11/2019	40462	Steve Yaeger Consulting		3,278.00	189,435.65
Bill Pmt -Check	04/11/2019	40463	Ronald Peterson		150.00	189,285.65
Bill Pmt -Check	04/11/2019	40464	Replicon		2,160.00	187,125.65
Bill Pmt -Check	04/11/2019	40465	Miles Treaster & Associates		2,442.17	184,683.48
Bill Pmt -Check	04/11/2019	40466	Mead & Hunt		9,805.71	174,877.77
Bill Pmt -Check	04/11/2019	40467	Great America Financial Services		338.00	174,539.77
Bill Pmt -Check	04/11/2019	40468	Department of Motor Vehicles		104.00	174,435.77
Bill Pmt -Check	04/11/2019	40469	Carson Landscape Industries		695.00	173,740.77
Bill Pmt -Check	04/11/2019	40470	Blankinship & Associates, Inc.		2,570.65	171,170.12
Bill Pmt -Check	04/11/2019	40471	AT&T		272.78	170,897.34
Bill Pmt -Check	04/11/2019	40472	ACWA JPIA		1,713.47	169,183.87
Check	04/12/2019	EFT	Cal Pers		500.00	168,683.87
Check	04/12/2019	EFT	Cal Pers		8,032.26	160,651.61
Check	04/12/2019	EFT	Cal Pers		7,441.26	153,210.35
Check	04/12/2019	EFT	Cal Pers	Payroll ended 3/31/19	2,171.81	151,038.54
Check	04/12/2019	EFT	Cal Pers	Payroll ended 3/31/19	3,937.20	147,101.34
Bill Pmt -Check	04/12/2019	EFT	Berkshire Hathaway Homestate Companies		2,600.69	144,500.65
Bill Pmt -Check	04/12/2019	EFT	Genuine Parts Company		1,069.69	143,430.96
Bill Pmt -Check	04/12/2019	EFT	PG&E		106.67	143,324.29
Bill Pmt -Check	04/12/2019	EFT	Waste Management of Sacramento		474.33	142,849.96
Bill Pmt -Check	04/12/2019	40456	Angel Electric		1,550.58	141,299.38
Bill Pmt -Check	04/15/2019	EFT	City of Sacramento		4.38	141,295.00
Bill Pmt -Check	04/17/2019	40473	Aramark		38.05	141,256.95
Bill Pmt -Check	04/17/2019	40474	Chavez, Silva & Company		977.50	140,279.45
Bill Pmt -Check	04/17/2019	40475	City of Sacramento		1,354.00	138,925.45
Bill Pmt -Check	04/17/2019	40476	Cory Smith		144.13	138,781.32
Bill Pmt -Check	04/17/2019	40477	Day Carter & Murphy LLP		5,203.50	133,577.82
Bill Pmt -Check	04/17/2019	40478	H.T. Harvey & Associates		5,461.75	128,116.07
Bill Pmt -Check	04/17/2019	40479	On Line Bindery, Inc.		151.55	127,964.52
Bill Pmt -Check	04/17/2019	40480	PAPA		45.00	127,919.52
Bill Pmt -Check	04/17/2019	40481	Streamline		200.00	127,719.52
Bill Pmt -Check	04/17/2019	40482	Terrapin Technology Group		1,015.09	126,704.43

Transfer	04/18/2019		Funds Transfer	100,000.00	226,704.43
General Journal	04/18/2019		4/17/18 payroll	43,091.60	183,612.83
General Journal	04/18/2019		4/17/18 payroll	23,420.87	160,191.96
General Journal	04/18/2019		4/17/18 payroll	84.75	160,107.21
Check	04/18/2019	EFT	Cal Pers	17,030.01	143,077.20
Bill Pmt -Check	04/18/2019	EFT	PG&E	3,548.47	139,528.73
General Journal	04/18/2019		Metro Air Park groundwater pumping reimbursement,Sac Coounty DWR	17,487.61	157,016.34
Bill Pmt -Check	04/24/2019	40484	A T.E.E.M. Electrical Engineering, Inc.	5,693.07	151,323.27
Bill Pmt -Check	04/24/2019	40485	H.T. Harvey & Associates	609.75	150,713.52
Bill Pmt -Check	04/24/2019	40486	Hire Right Solutions, LLC	93.04	150,620.48
Bill Pmt -Check	04/24/2019	40488	Larsen Wurzel & Associates	2,406.25	148,214.23
Bill Pmt -Check	04/24/2019	40489	MBK Engineers	6,132.50	142,081.73
Bill Pmt -Check	04/24/2019	40490	Michael Rhoads	150.00	141,931.73
Bill Pmt -Check	04/24/2019	40491	Neat Freak Clean, LLC	280.00	141,651.73
Bill Pmt -Check	04/24/2019	40487	Interstate Oil Company	2,543.26	139,108.47
Bill Pmt -Check	04/24/2019	40492	SMUD	50,351.92	88,756.55
Bill Pmt -Check	04/24/2019	40493	Tesco Controls, Inc.	60,135.00	28,621.55
Bill Pmt -Check	04/24/2019	40494	US HealthWorks	167.00	28,454.55
Bill Pmt -Check	04/24/2019	40483	SMUD	5,000.00	23,454.55
Bill Pmt -Check	04/25/2019	EFT	The Home Depot	125.85	23,328.70
Transfer	04/26/2019		Funds Transfer	200,000.00	223,328.70
Bill Pmt -Check	04/26/2019	EFT	City of Sacramento	152.61	223,176.09
Bill Pmt -Check	04/26/2019	EFT	City of Sacramento	33.53	223,142.56
Bill Pmt -Check	04/26/2019	EFT	Verizon	462.76	222,679.80
General Journal	04/30/2019		Bank of the West April 2019 interest allocation	1.66	222,681.46
Total 1010.00 · Bank of the West Checking Acct				443,211.35	383,828.42
Total Cash and Investments				443,211.35	383,828.42
				443,211.35	383,828.42
				222,681.46	222,681.46

TITLE: Budget to Actual Report

SUBJECT: Review and Accept report for April 2019

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.

In the attached report you'll notice a few Administration budget variances: Government Fees and Permits 101.87% - there were unanticipated fees/permits associated with the District's HCP work; Assessment/Property Taxes (SAFCA-CAD) 108.09% – you'll see a slight variance due to unexpected Assessments placed on land purchased or conveyed to the District and an increase in SAFCA's assessment rates; Administrative Misc/Other Expenses 103.38% – auto reimbursement for the GM was not budgeted for thereby creating a variance in this budget line item.

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

BACKGROUND:

Budget

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

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

RECOMMENDATION:

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

FINANCIAL IMPACT:

None.

ATTACHMENTS:

1. Budget to Actual Report

STAFF RESPONSIBLE FOR REPORT:



Joleen Gutierrez, Administrative Services Manager

Date: 05/06/2019



Kevin L. King, General Manager

Date: 05/06/2019

**Reclamation District No. 1000
Budget to Actual Comparison
July 1, 2018 to April 30, 2019 (Ten Months Ending of Fiscal 2019)**

	Year to Date July 1, 2018 to April 30, 2019	Budget	Percent of Budget
Operation & Maintenance Income			
Property Assessments	1,255,519	2,250,000	55.80%
Rents	19,871	20,000	99.36%
Interest Income	102,548	50,000	205.10%
SAFCA - O/M Assessment	-	1,400,000	0.00%
Misc Income	12,757	-	Not Budgeted
FEMA/OES Disaster Reimbursement	1,041,811	-	Not Budgeted
Gain on Capital Asset Disposal	6,400	-	Not Budgeted
Total	2,438,906	3,720,000	65.56%
Restricted Fund			
Metro Airpark Groundwater Pumping	17,488	22,000	79.49%
Total Combined Income	2,456,394	3,742,000	65.64%
Operations and Maintenance - Expense			
Administration			
Government Fees/Permits	12,224	12,000	101.87%
Legal	69,253	100,000	69.25%
Liability/Auto Insurance	107,637	110,000	97.85%
Office Supplies	3,852	5,500	70.04%
Computer Costs	14,867	17,000	87.45%
Accounting/Audit	36,552	45,000	81.23%
Admin. Services	10,904	17,000	64.14%
Utilities (Phone/Water/Sewer)	20,332	22,000	92.42%
Mit. Land Expenses	2,592	3,000	86.40%
Administrative Consultants	41,767	52,000	80.32%
Assessment/Property Taxes (SAFCA - CAD)	6,864	6,350	108.09%
Admin - Misc./Other Expenses	4,607	5,000	92.14%
Memberships	31,014	30,000	103.38%
Office Maintenance & Repair	11,704	24,000	48.77%
Payroll Service	2,056	3,000	68.53%
Public Relations	18,237	40,000	45.59%
Small Office & Computer Equipment	4,088	5,000	81.76%
Sub Total	398,550	496,850	80.22%
Personnel/Labor			
Wages	949,414	1,000,000	94.94%
Group Insurance (employee health insurance)	83,163	130,000	63.97%
Worker's Compensation Insurance	32,231	40,000	80.58%
OPEB - CERBT ADC	-	28,000	0.00%
Annuitant Health Care	60,247	-	Not Budgeted
Dental/Vision/Life	18,689	26,000	71.88%
Payroll Taxes	73,026	77,500	94.23%
Pension	154,859	165,000	93.85%
Continuing Education	3,916	15,000	26.11%
Trustee Fees	31,725	39,000	81.35%
Sub Total	1,407,270	1,520,500	92.55%

Operations			
Power	466,387	500,000	93.28%
Supplies/Materials	17,603	22,000	80.01%
Herbicide	79,287	115,000	68.95%
Fuel	36,978	65,000	56.89%
Field Services	44,839	142,000	31.58%
Field Operations Consultants	21,211	20,000	106.06%
Equipment Rental	100	10,000	1.00%
Refuse Collection	9,114	25,000	36.46%
Equipment Repair/Service	1,039	22,000	4.72%
Equipment Parts/Supplies	28,519	60,000	47.53%
Facility Repairs	54,957	273,000	20.13%
Shop Equipment (not vehicles)	2,989	9,000	33.21%
Field Equipment	-	8,000	0.00%
Misc/Other 2	117	-	Not Budgeted
FEMA Fees	1,800	-	Not Budgeted
Sub Total	764,940	1,271,000	60.18%
Equipment			
Equipment	146,908	150,000	97.94%
Sub Total	146,908	150,000	97.94%
Consulting/Contracts/Memberships			
Engineering/Technical Consultants	148,882	250,000	59.55%
Security Patrol	36,750	80,000	45.94%
Sub Total	185,632	330,000	56.25%
Total O & M Expenses	2,903,300	3,768,350	77.04%
Capital Expenses			
Capital Office Upgrades	26,164	15,000	174.43%
Capital RE Acquisition	5,500	120,000	4.58%
Capital Office Facility Repair	20,912	30,000	69.71%
Document Management	8,807	8,800	100.08%
Capital Facilities	334,627	715,000	46.80%
Sub Total	396,010	888,800	44.56%
Total All Expenditures	3,299,310	4,657,150	70.84%

DATE: May 10, 2019

AGENDA ITEM NO. 5.5

TITLE: Authorization to Invest in Sacramento City Pool A

SUBJECT: Review and Consider Adoption of Resolution No. 2019-5-1 Authorizing the Investment of Reclamation District No. 1000 Monies in the the City of Sacramento Investment Pool A

EXECUTIVE SUMMARY:

With the retirement of former General Manager, Paul Devereux, it is necessary for the District to update its officers with the City of Sacramento, Pool A. Resolution 2019-5-1 simply adds the District's new General Manager, Kevin King, as an officer and authorizes him to make deposits into and withdrawals from the Pool A Fund for Reclamation District No. 1000 investment purposes.

RECOMMENDATION:

Staff recommends the Board review and consider adoption of Resolution No. 2019-5-1, authorizing continued investment in the City of Sacramento Pool A Fund and updating designated RD 1000 District officers to make deposits and withdrawals of RD 1000 monies for the purpose of investment.

FINANCIAL IMPACT:

None.

ATTACHMENTS:

1. Resolution No. 2019-5-1: Authorizing the Investment of Reclamation District No. 1000 Monies in the City of Sacramento Investment Pool A

STAFF RESPONSIBLE FOR REPORT:



Joleen Gutierrez, Administrative Services Manager

Date: 05/01/2019



Kevin L. King, General Manager

Date: 05/01/2019



**RECLAMATION DISTRICT NO. 1000
RESOLUTION NO. 2019-5-1**

**RESOLUTION AUTHORIZING INVESTMENT OF RECLAMATION DISTRICT NO. 1000
MONIES IN CITY OF SACRAMENTO, POOL A FUND**

At a regular meeting of the Board of Trustees of Reclamation District No. 1000 held at the District Office on the 10th day of May 2019, the following resolution was approved and adopted:

WHEREAS, the City of Sacramento maintains a fund of the City Treasury known as “Pool A” through which funds are invested by the City Treasurer pursuant to Sacramento City Charter Section 73, with cash pool operations authorized by Sacramento City Charter Section 113. Pool A funds include assets of external participants; and

WHEREAS, the City of Sacramento and Reclamation District No. 1000 has entered into a Joint Exercise of Powers Agreement pursuant to California Government Code Sections 6500 et seq. under which, and in accordance with Section 6509.7 of the California Government Code, the City of Sacramento and Reclamation District No. 1000 will jointly exercise the collective power to invest funds in their treasury by Reclamation District No. 1000’s deposit of funds in Pool A pursuant to such Joint Exercise of Powers Agreement; and

WHEREAS, the Trustees do hereby find that the deposit and withdrawal of money in Pool A for purposes of investment as stated therein as in the best interest of the Reclamation District.

NOW, THEREFORE BE IT RESOLVED THAT: The Board of Trustees do hereby authorize the deposit and withdrawal of Reclamation District No. 1000 monies in Pool A for the purpose of investment.

BE IT FURTHER RESOLVED THAT: The following two officers or their successors in office shall be authorized to order the deposit or withdrawal of monies in Pool A:

Joleen Gutierrez

Administrative Service Manager

Kevin L. King

General Manager

ON A MOTION BY Trustee Harris, seconded by Trustee Avdis, the foregoing resolution was passed and adopted by the Board of Trustees of Reclamation District No. 1000, this 10th day of May 2019, by the following vote, to wit:


AYES: Trustees: Avdis, Barandas, Burns, Christophel, Harris

NOES: Trustees:

ABSTAIN: Trustees:

RECUSE: Trustees:

ABSENT: Trustees: Smith, Gilbert



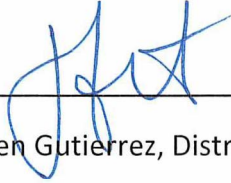
Jeff Smith

President, Board of Trustees

Reclamation District No. 1000

CERTIFICATION:

I, Joleen Gutierrez, Secretary of Reclamation District No. 1000, hereby certify that the foregoing Resolution 2019-5-1 was duly adopted by the Board of Trustees of Reclamation District No. 1000 at the regular meeting held on the 10th of May 2019 and made a part of the minutes thereof.



Joleen Gutierrez, District Secretary

DATE: May 10, 2019

AGENDA ITEM NO. 5.6

TITLE: Authorization to Execute Cost Share Agreement

SUBJECT: Review and Consider Authorizing General Manager to Execute Cost Share Agreement with Sacramento Area Flood Control Agency for Relocation of District's Pumping Plant No. 3

EXECUTIVE SUMMARY:

Reclamation District 1000 (District; RD 1000) has been working with the Sacramento Area Flood Control Agency (SAFCA), the United States Army Corps of Engineers (USACE) and the Sacramento Municipal Utility District (SMUD) on the reconstruction of the District's Pumping Plant No. 3.

On October 21, 2010 SAFCA and RD 1000 entered into an agreement covering pumping plant modifications associated to the Natomas Levee Improvement Program (NLIP), including those at Pumping Plant No. 3, under which SAFCA agreed to exercise its best efforts to make such modifications or pay RD 1000 for modifications. As part of the work along the Sacramento River East Levee, USACE will rebuild the existing RD 1000 Pumping Plant No. 3 facility so that the Plant's discharge pipes cross the levee above the design water surface elevation. In order to maintain the current discharge capacity, the Plant will need to have higher horsepower pumps and electrical motors. The higher horsepower pumps and electrical motors will require that the current SMUD electrical service to Plant No. 3 be replaced and upgraded. The Cost Share Agreement (Attachment 1) provides for RD 1000 to be reimbursed by SAFCA for the associated expenditures to perform the necessary work.

RECOMMENDATION:

Staff recommends the Board review and consider authorizing the General Manager to execute the Cost Share Agreement with Sacramento Area Flood Control Agency for Relocation of the District's Pumping Plant No. 3, as provided in Attachment 1 of this staff report.

FINANCIAL IMPACT:

\$100,000 (reimbursable)

ATTACHMENTS:

1. Cost Share Agreement with Sacramento Area Flood Control Agency for Relocation of the District's Pumping Plant No. 3

STAFF RESPONSIBLE FOR REPORT:



Kevin L. King, General Manager

Date: 05/01/2019

**COST SHARING AGREEMENT REGARDING REPLACEMENT OF
ELECTRICAL SERVICE TO RECLAMATION DISTRICT NO. 1000
PUMPING PLANT NO. 3**

This Agreement is entered into effective _____, 2019 by and between the Sacramento Area Flood Control Agency, a joint powers authority established pursuant to the laws of the State of California (“SAFCA”) and Reclamation District No. 1000, a public entity of the State of California formed by Special Act of the California Legislature (“RD 1000”).

RECITALS:

- A. In June 2014, Congress authorized the Water Resources Reform and Development Act that included authorization for the American River Watershed Project, Natomas Basin (Project), under which the U.S. Army Corps of Engineers (“USACE”), will design and construct certain improvements to the Sacramento River Flood Control Project levees around the Natomas Basin, which improvements are needed to provide the Natomas Basin with a 200-year level of flood protection along the Lower Sacramento River and Lower American River and their tributaries.
- B. On August 16, 2016, the Local Project Partnership Agreement (LPPA) for the Project was signed by the State of California Central Valley Flood Protection Board (State), and SAFCA.
- C. On August 18, 2016, the Project Partnership Agreement (PPA) for the Project was signed by the U.S. Department of the Army, the State and SAFCA.
- D. The LPPA and the PPA provide that the State and SAFCA are responsible for lands, easements, rights of way, relocations, and disposal areas required for the Project.
- E. SAFCA and RD 1000 have entered into an agreement dated October 21, 2010 regarding RD 1000 pumping plant modifications, including those at Pumping Plant 3, under which SAFCA has agreed to exercise its best efforts to make such modifications or pay RD 1000 for pumping plant modifications required as a result of levee modifications made in the course of the Project to the extent such modifications are not made or paid for by the State or the USACE.
- D. As part of its work along the Sacramento River east levee, USACE will rebuild the existing RD 1000 Pumping Plant 3 facility so that the Plant's discharge pipes cross the levee above the design water surface elevation. In order to maintain the current discharge capacity, the Plant will need to have higher horsepower pumps and electrical motors.
- F. The higher horsepower pumps and electrical motors will require that the current Sacramento Municipal Utility District (SMUD) electrical service to Plant 3 be replaced and upgraded.
- G. In addition to the need to replace and upgrade the SMUD electrical service to Plant 3, the SMUD wires that currently serve the Plant 3 pump building need to be re-routed so that they do not conflict with the USACE's levee improvements.

H. RD 1000 has indicated that it would make the application to SMUD for the replacement electrical service and re-routed overhead wires, provided that SAFCA agrees to reimburse RD 1000 for the costs involved.

AGREEMENT:

1. RD 1000 will submit applications to SMUD that identify:
 - A. The requirements for the Pumping Plant 3 electrical service replacement and upgrade based on USACE's plant improvements.
 - B. The requirements for the re-routing of SMUD's overhead electrical wires across the Pumping Plant 3 site based on USACE's plant improvements.

2. SAFCA will make payments to RD 1000, not to exceed \$100,000, based on the following payment schedule:
 - A. The cost for the design deposit and the SMUD estimate for the electrical service replacement and upgrade work within 30 days following receipt of an invoice from RD 1000 for said amount.
 - B. The cost for the design deposit and the SMUD estimate for the overhead electrical wire re-routing work within 30 days following receipt of an invoice from RD 1000 for said amount.
 - C. The balance of costs paid to SMUD, up to the maximum allowance identified above, for extra work that may be identified during the work and approved by RD 1000, within 30 days following receipt of an invoice from RD 1000 for said amount.
 - D. Should the cost of the work exceed the maximum amount identified above, SAFCA and RD 1000 will meet to discuss the anticipated overage and amend this Agreement as appropriate.

3. Before either party to this Agreement may bring suit in any court concerning an issue relating to this Agreement, that party must first seek in good faith to resolve the issue through negotiation or other form of nonbinding alternative dispute resolution mutually acceptable to the parties. Any costs of dispute resolution shall be shared equally by the parties. The existence of a dispute shall not excuse the parties from performance pursuant to this Agreement.

4. Upon completion or termination of the Plant 3 improvement replacement work, the parties shall prepare an accounting of all costs incurred hereunder. SAFCA shall forward this accounting to the USACE and the State for potential reimbursement or cost sharing under the PPA and/or LPPA for the Project. SAFCA's payments to RD 1000 shall not, however, be contingent on reimbursement or crediting under said agreements.

5. In carrying out the provisions of this Agreement, the parties agree to comply with all applicable federal and state laws and regulations, including: Section 601 of Title VI of the Civil Rights Act of 1964, Public Law 88-352, and Department of Defense Directive 55000.11 issued pursuant thereto and published in Part 300 of Title 32, Code of Federal Regulations; Army Regulations 600-7, entitled “Non-Discrimination on the Basis of Handicapped in Programs and Activities Assisted or Conducted by the Department of the Army.”

6. All notices, requests, demands, and other communications required or permitted to be given under this Agreement shall be deemed to have been duly given if in writing and delivered personally or mailed by First-Class (postage pre-paid), Registered, or Certified Mail, or delivered by a nationally recognized courier service, or sent by email or facsimile, as follows:

If to RD1000: General Manager RD1000
1633 Garden Highway
Sacramento, CA 95833
Email: kking@rd1000.org
Fax: (916) 922-2129

If to SAFCA: Executive Director SAFCA
1007 7th Street, 7th Floor
Sacramento, CA 95814-3407
Email: johnsonr@saccounty.net
Fax: (916) 874-8289

A party may change the address to which such communications are to be directed by giving written notice to the other party in the manner provided in this Section. Any notice, request, demand or other communication made pursuant to this Section shall be deemed to have been received by the addressee at such time as it is personally delivered or seven calendar days after it is mailed, as the case may be.

7. If any provision of this Agreement is held invalid or unenforceable by any court of final jurisdiction, it is the intent of the parties that all other provisions of this Agreement be construed to remain fully valid, enforceable and binding on the parties.

8. The parties hereto agree to cooperate reasonably in executing such further and additional agreements as may be required to process and receive the funding being provided by the PPA and LPPA and to provide any required operation, maintenance, repair, rehabilitation and replacement requirements.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement effective as of the effective date first stated above.

SACRAMENTO AREA FLOOD CONTROL AGENCY

By: _____
Richard M. Johnson, Executive Director

APPROVED AS TO LEGAL FORM AND SUFFICIENCY:

By: _____
M. Holly Gilchrist, Agency Counsel

RECLAMATION DISTRICT NO. 1000

By: _____
Kevin L. King, General Manager

APPROVED AS TO LEGAL FORM AND SUFFICIENCY:

By: _____
James M. Day, Jr., RD 1000 Counsel

DATE: May 10, 2019

AGENDA ITEM NO. 5.7

TITLE: Authorization to Execute Cost Share Agreement

SUBJECT: Review and Consider Authorizing General Manager to Execute Cost Share Agreement with Sacramento Area Flood Control Agency for Relocation of District's Pumping Plant No. 4

EXECUTIVE SUMMARY:

Reclamation District 1000 (District; RD 1000) has been working with the Sacramento Area Flood Control Agency (SAFCA), the United States Army Corps of Engineers (USACE) and the Pacific Gas & Electric Company (PG&E) on the reconstruction of the District's Pumping Plant No. 4.

On October 21, 2010 SAFCA and RD 1000 entered into an agreement covering pumping plant modifications associated to the Natomas Levee Improvement Program (NLIP), including those at Pumping Plant No. 4, under which SAFCA agreed to exercise its best efforts to make such modifications or pay RD 1000 for modifications. As part of the work along the Natomas Cross Canal, USACE will remove the existing RD 1000 Pumping Plant No. 4 and replace it with a pumping facility which maintains the existing discharge capacity but will have higher horsepower pumps and electrical motors. The higher horsepower pumps and electrical motors will require that the current PG&E electrical service to Plant No. 4 be replaced and upgraded. The Cost Share Agreement (Attachment 1) provides for RD 1000 to be reimbursed by SAFCA for the associated expenditures to perform the necessary work.

RECOMMENDATION:

Staff recommends the Board review and consider authorizing the General Manager to execute the Cost Share Agreement with Sacramento Area Flood Control Agency for Relocation of the District's Pumping Plant No. 4, as provided in Attachment 1 of this staff report.

FINANCIAL IMPACT:

\$100,000 (reimbursable)

ATTACHMENTS:

1. Cost Share Agreement with Sacramento Area Flood Control Agency for Relocation of the District's Pumping Plant No. 4

STAFF RESPONSIBLE FOR REPORT:



Kevin L. King, General Manager

Date: 05/01/2019

**COST SHARING AGREEMENT REGARDING REPLACEMENT OF
ELECTRICAL SERVICE TO RECLAMATION DISTRICT NO. 1000
PUMPING PLANT NO. 4**

This Agreement is entered into effective _____, 2019 by and between the Sacramento Area Flood Control Agency, a joint powers authority established pursuant to the laws of the State of California (“SAFCA”) and Reclamation District No. 1000, a public entity of the State of California formed by Special Act of the California Legislature (“RD 1000”).

RECITALS:

- A. In June 2014, Congress authorized the Water Resources Reform and Development Act that included authorization for the American River Watershed Project, Natomas Basin (Project), under which the U.S. Army Corps of Engineers (“USACE”), will design and construct certain improvements to the Sacramento River Flood Control Project levees around the Natomas Basin, which improvements are needed to provide the Natomas Basin with a 200-year level of flood protection along the Lower Sacramento River and Lower American River and their tributaries.
- B. On August 16, 2016, the Local Project Partnership Agreement (LPPA) for the Project was signed by the State of California Central Valley Flood Protection Board (State), and SAFCA.
- C. On August 18, 2016, the Project Partnership Agreement (PPA) for the Project was signed by the U.S. Department of the Army, the State and SAFCA.
- D. The LPPA and the PPA provide that the State and SAFCA are responsible for lands, easements, rights of way, relocations, and disposal areas required for the Project.
- E. SAFCA and RD 1000 have entered into an agreement dated October 21, 2010 regarding RD 1000 pumping plant modifications, including those at Pumping Plant 4, under which SAFCA has agreed to exercise its best efforts to make such modifications or pay RD 1000 for pumping plant modifications required as a result of levee modifications made in the course of the Project to the extent such modifications are not made or paid for by the State or the USACE.
- D. As part of its work along the Natomas Cross Canal, USACE will remove the existing RD 1000 Pumping Plant 4 facility and replace it with a pumping facility that will maintain the current discharge capacity but have higher horsepower pumps and electrical motors.
- F. The higher horsepower pumps and electrical motors will require that the current Pacific Gas and Electric (PG&E) electrical service to Plant 4 be replaced and upgraded.
- G. In addition to the need to replace and upgrade PG&E electrical service to Plant 4, the PG&E wires that are currently routed over the Plant 4 pump building need to be re-routed so that they do not cross above the Plant 4 facilities.

H. RD 1000 has indicated that it would make the application to PG&E for the replacement electrical service and re-routed overhead wires, provided that SAFCA agrees to reimburse RD 1000 for the costs involved.

AGREEMENT:

1. RD 1000 will submit applications to PG&E that identify:
 - A. The requirements for the Pumping Plant 4 electrical service replacement and upgrade based on USACE's plant improvements.
 - B. The requirements for the re-routing of PG&E's overhead electrical wires across the Pumping Plant 4 site based on USACE's plant improvements.
2. SAFCA will make payments to RD 1000, not to exceed \$100,000, based on the following payment schedule:
 - A. The cost for the design deposit and the PG&E estimate for the electrical service replacement and upgrade work within 30 days following receipt of an invoice from RD 1000 for said amount.
 - B. The cost for the design deposit and the PG&E estimate for the overhead electrical wire re-routing work within 30 days following receipt of an invoice from RD 1000 for said amount.
 - C. The balance of costs paid to PG&E, up to the maximum allowance identified above, for extra work that may be identified during the work and approved by RD 1000, within 30 days following receipt of an invoice from RD 1000 for said amount.
 - D. Should the cost of the work exceed the maximum amount identified above, SAFCA and RD 1000 will meet to discuss the anticipated overage and amend this Agreement as appropriate.
3. Before either party to this Agreement may bring suit in any court concerning an issue relating to this Agreement, that party must first seek in good faith to resolve the issue through negotiation or other form of nonbinding alternative dispute resolution mutually acceptable to the parties. Any costs of dispute resolution shall be shared equally by the parties. The existence of a dispute shall not excuse the parties from performance pursuant to this Agreement.
4. Upon completion or termination of the Plant 4 improvement replacement work, the parties shall prepare an accounting of all costs incurred hereunder. SAFCA shall forward this accounting to the USACE and the State for potential reimbursement or cost sharing under the PPA and/or LPPA for the Project. SAFCA's payments to RD 1000 shall not, however, be contingent on reimbursement or crediting under said agreements.

5. In carrying out the provisions of this Agreement, the parties agree to comply with all applicable federal and state laws and regulations, including: Section 601 of Title VI of the Civil Rights Act of 1964, Public Law 88-352, and Department of Defense Directive 55000.11 issued pursuant thereto and published in Part 300 of Title 32, Code of Federal Regulations; Army Regulations 600-7, entitled “Non-Discrimination on the Basis of Handicapped in Programs and Activities Assisted or Conducted by the Department of the Army.”

6. All notices, requests, demands, and other communications required or permitted to be given under this Agreement shall be deemed to have been duly given if in writing and delivered personally or mailed by First-Class (postage pre-paid), Registered, or Certified Mail, or delivered by a nationally recognized courier service, or sent by email or facsimile, as follows:

If to RD1000: General Manager RD1000
1633 Garden Highway
Sacramento, CA 95833
Email: kking@rd1000.org
Fax: (916) 922-2129

If to SAFCA: Executive Director SAFCA
1007 7th Street, 7th Floor
Sacramento, CA 95814-3407
Email: johnsonr@saccounty.net
Fax: (916) 874-8289

A party may change the address to which such communications are to be directed by giving written notice to the other party in the manner provided in this Section. Any notice, request, demand or other communication made pursuant to this Section shall be deemed to have been received by the addressee at such time as it is personally delivered or seven calendar days after it is mailed, as the case may be.

7. If any provision of this Agreement is held invalid or unenforceable by any court of final jurisdiction, it is the intent of the parties that all other provisions of this Agreement be construed to remain fully valid, enforceable and binding on the parties.

8. The parties hereto agree to cooperate reasonably in executing such further and additional agreements as may be required to process and receive the funding being provided by the PPA and LPPA and to provide any required operation, maintenance, repair, rehabilitation and replacement requirements.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement effective as of the effective date first stated above.

SACRAMENTO AREA FLOOD CONTROL AGENCY

By: _____
Richard M. Johnson, Executive Director

APPROVED AS TO LEGAL FORM AND SUFFICIENCY:

By: _____
M. Holly Gilchrist, Agency Counsel

RECLAMATION DISTRICT NO. 1000

By: _____
Kevin L. King, General Manager

APPROVED AS TO LEGAL FORM AND SUFFICIENCY:

By: _____
James M. Day, Jr., RD 1000 Counsel

DATE: May 10, 2019

AGENDA ITEM NO. 6.1

TITLE: Fiscal Year 2019/2020 Draft Budget

SUBJECT: Review and Discuss Draft Budget for Fiscal Year 2019/2020

EXECUTIVE SUMMARY:

The Board of Trustees of Reclamation District 1000 (RD 1000; District) annually adopted a budget. Staff has prepared a Draft Budget for Fiscal Year 2019/2020 (Attachment No. 1). Staff requests the Board review the draft budget and provide feedback. Staff will make any necessary adjustments based on Board discussion and will return to the Board for approval of the Final Budget during the June 2019 Board of Trustees meeting.

RECOMMENDATION:

None.

FINANCIAL IMPACT:

None.

ATTACHMENTS:

1. Reclamation District 1000 – Fiscal Year 2019/2020 Draft Budget

STAFF RESPONSIBLE FOR REPORT:



Kevin L. King, General Manager

Date: 05/01/2019

**RECLAMATION
DISTRICT
NO. 1000**

**FISCAL YEAR
2019/2020
BUDGET**



MAY 10, 2019

Draft



Fiscal Year 2019/2020 Proposed Budget

Reclamation District No. 1000 – Proposed Budget (FY19/20)

TRUSTEES

JEFF SMITH – BOARD PRESIDENT

TOM BARANDAS – BOARD VICE PRESIDENT

NICK AVDIS – TRUSTEE

CHRIS BURNS – TRUSTEE

DAVID CHRISTOPHEL – TRUSTEE

THOMAS M. GILBERT – TRUSTEE

FREDERICK HARRIS – TRUSTEE

OFFICERS

KEVIN L. KING – GENERAL MANAGER

JOLEEN GUTIERREZ – BOARD SECRETARY/TREASURER

DAY, CARTER, MURPHY, LLP - ATTORNEYS

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Introduction

General

Reclamation District No. 1000 (RD1000; District) was organized on April 8, 1911, under the California Flood Control Act of 1911. The District's affairs are governed by a seven-member Board of Trustees. At the time of formation, the District embarked on the largest privately funded reclamation project in the United States. What was accomplished by the District in the twentieth century was truly remarkable. Today, the District's perimeter levee system consists of 42.6 miles of project levees encircling the District's 55,000 acres. The District also operates and maintains an interior drainage system consisting of 30 miles of main drainage canals, approximately 150 miles of drainage ditches and eight pumping stations. The drainage system collects agricultural tailwater, stormwater and drainage and delivers them to the pumping plants for disposal in the adjacent rivers and creeks.

RD 1000 perimeter levees are undergoing the largest rehabilitation since their original construction over a hundred years ago. The \$1.7 billion Natomas Levee Improvement Project (NLIP) which began in 2007 and will continue through 2025, will provide the Natomas Basin with two hundred-year flood protection when complete.

As the District moves into its second century, its public safety mission remains its first commitment. The District's sole purpose and function is to monitor, operate, and maintain the levees and flood control infrastructure protecting the more than one hundred thousand people in the Natomas Basin, ensuring that the system is ready for the next one hundred years.

Mission Statement

Reclamation District No. 1000's mission is flood protection for the Natomas Basin providing for the public's health and safety by operating and maintaining the levees, and the District's canals and pump stations in a safe, efficient and responsible manner.

Responsibility Statement

On behalf of and in communication with the residents of the Natomas Basin, the District meets its flood protection Mission by operating and maintaining:

- The perimeter levee system to prevent exterior floodwaters from entering the Natomas Basin.
- The District's interior canal system to collect the stormwater runoff and agricultural drainage from within the Natomas Basin.
- The District's pump stations to safely discharge interior stormwater and agricultural drainage out of the Natomas Basin.

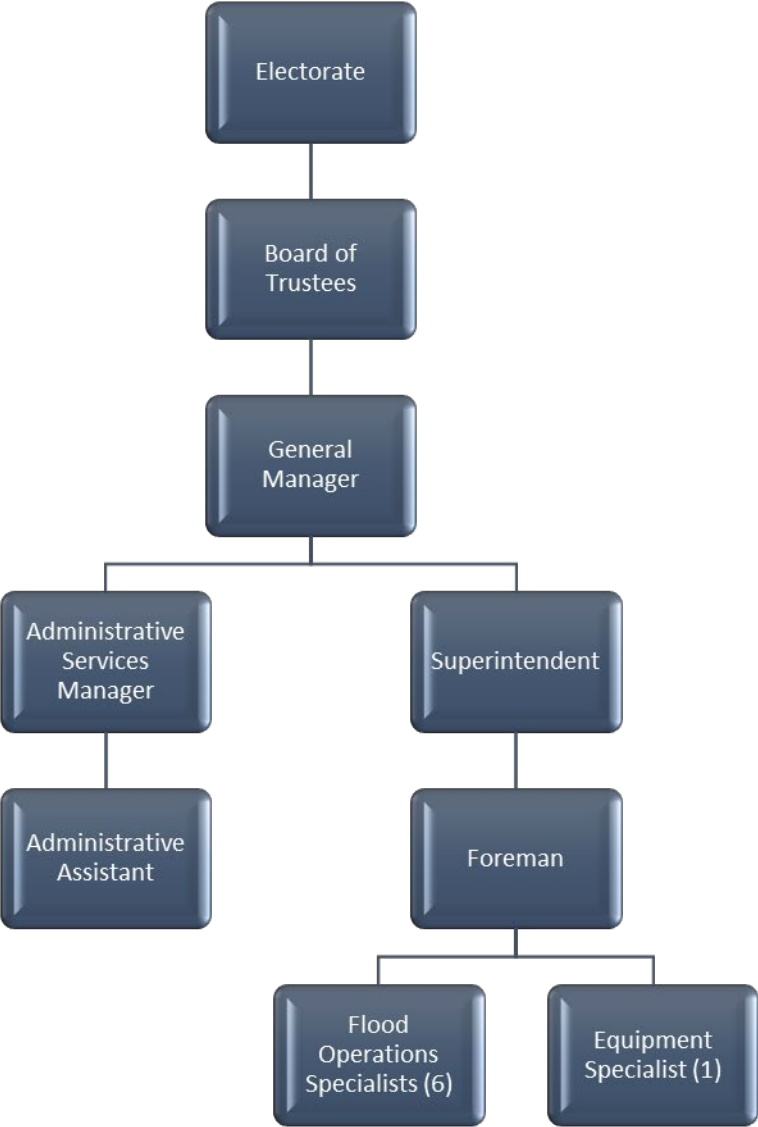
Vision Statement

In meeting its flood protection Mission, the District shall also:

- Carry out its responsibilities in a safe, professional and accountable manner that adheres to the principles of good governance and transparency being sensitive to community interests and the environment.
- Continuously identify and implement operational, maintenance, structural and non-structural improvements that reduce flood risks in the Natomas Basin.
- Cooperate with private entities and public agencies (including the Corps of Engineers and the State Central Valley Flood Protection Board) with whom the District shares responsibilities, common goals, and objectives for flood protection in the Natomas Basin.
- Educate the public about the risks of flooding in the Natomas Basin and the District's efforts to minimize those risks.

Organizational Chart

RECLAMATION DISTRICT NO. 1000 ORGANIZATIONAL CHART



Budget Summary (FY 2019/2020)

Executive Summary

The Fiscal Year 2019/2020 Budget for Reclamation District No. 1000 was prepared by General Manager, Kevin L. King, and Administrative Services Manager, Joleen Gutierrez. The budget, while unbalanced, in terms of expenditures in excess of projected revenue, was prepared in order to accomplish the goals and objectives of the District. The Fiscal Year 2019/2020 Budget is reflective of the District’s transitional position. The end of the previous budget year (FY18/19) saw the retirement of the District’s General Manager and the subsequent recruitment and hiring of a new General Manager.

The Fiscal Year 2019/2020 Budget is highlighted by expenditures aimed at positioning the District for sustained financial stability, long-term infrastructure reliability and identification of projects/policies required for further evolution of the organization. Specifically, the District intends to analyze current and future operation and maintenance costs through development of a Comprehensive Financial Plan, update the District’s Capital Improvement Plan to identify life cycle replacement schedules for infrastructure and replace said infrastructure prior to failure, and work to establish an administrative overhead rate to ensure the District is recovering indirect costs while performing reimbursable work.

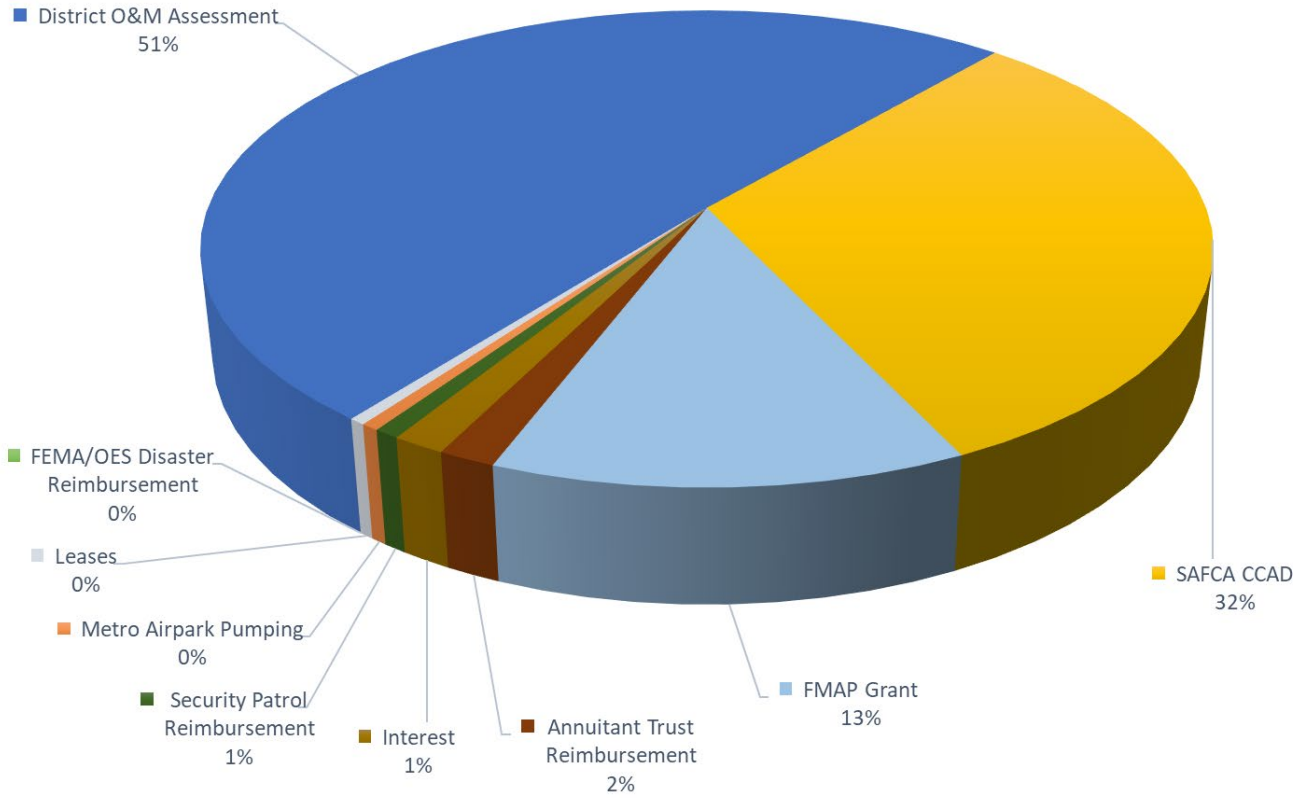
BUDGET SUMMARY FY 2019/2020	Adopted Budget FY 18/19	Estimate YE FY 18/19	Proposed Budget FY 19/20	Variance Budget FY 19/20 v. Budget FY 18/19 (over)/under
Total Revenues	3,742,000	4,802,916	4,432,000	(690,000)
Total All Expenditures	4,657,150	3,786,769	4,917,938	235,788
Net Expense to Revenue	(915,150)	1,016,147	(485,938)	(429,212)

Revenues

The District received more than \$1,060,000 in revenues in Fiscal Year 2018/2019 than budgeted. The additional revenue received was from a FEMA reimbursement for expenditures in 2012 to rebuild Pumping Plant No. 2. The one-time money is not anticipated in Fiscal Year 2019/2020. Nevertheless, the District does anticipate revenues to be \$690,000 greater in FY19/20 compared to FY18/19 Budget. The increased revenue is largely attributable to a grant (\$574K) from DWR through the Flood Maintenance Assistance Program (FMAP).

REVENUES	Adopted Budget FY 18/19	Estimate YE FY 18/19	Proposed Budget FY 19/20	Variance Budget FY 19/20 v. Budget FY 18/19 (over)/under
Revenues				
District O&M Assessment	2,250,000.00	2,250,000.00	2,250,000.00	-
SAFCA CCAD	1,400,000.00	1,400,000.00	1,400,000.00	-
Interest	50,000.00	97,072.50	65,000.00	(15,000)
Leases	20,000.00	18,628.75	20,000.00	-
Metro Airpark Pumping	22,000.00	17,487.61	22,000.00	-
FMAP Grant	0.00	0.00	574,000.00	(574,000.00)
FEMA/OES Disaster Reimbursement	0.00	905,281.00	0.00	-
Annuitant Trust Reimbursement		68,727.50	70,000.00	(70,000)
Security Patrol Reimbursement		31,000.00	31,000.00	(31,000)
Miscellaneous		14,719.00	0.00	-
Total Revenues	3,742,000	4,802,916	4,432,000	(690,000)

**Projected Revenues
FY 19/20**



Operations & Maintenance Expenditures

The District anticipates approximately \$850K more in Operations and Maintenance expenditures in FY 19/20 compared to the FY 18/19 Budget.

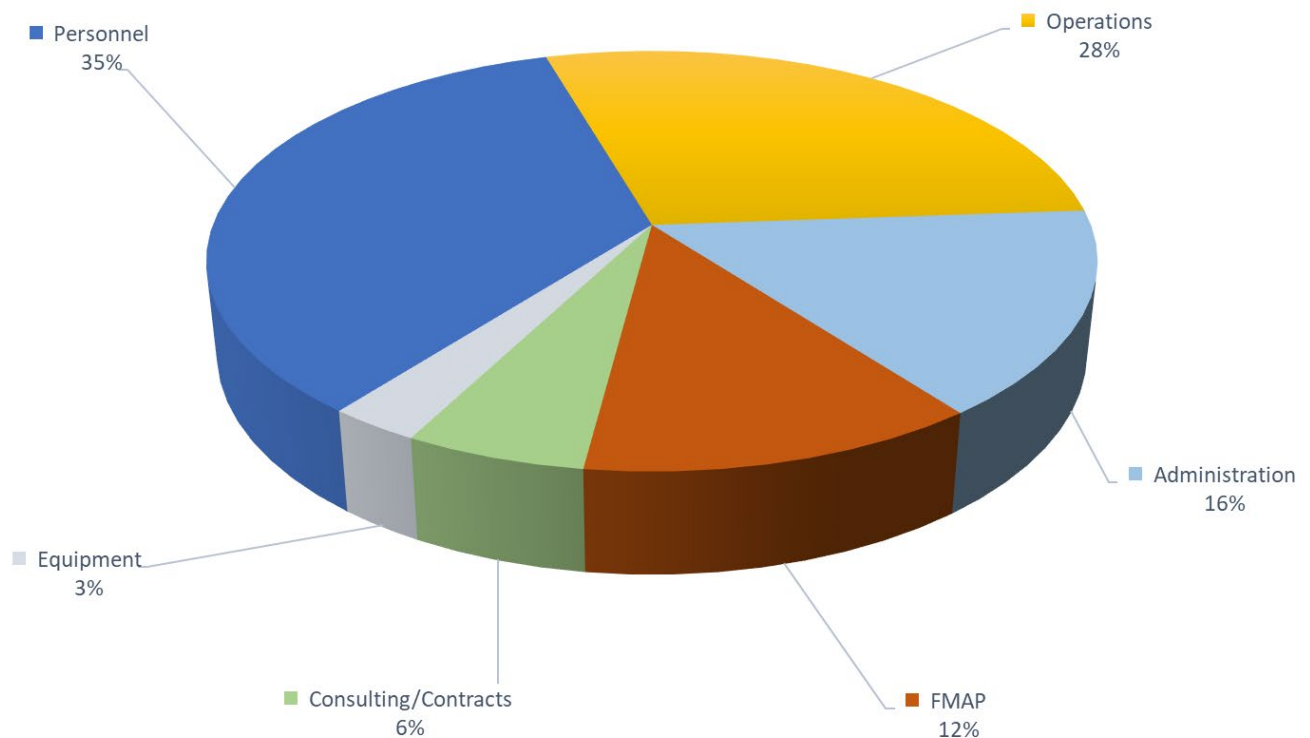
OPERATIONS & MAINTENANCE EXPENDITURES	Adopted Budget FY 18/19	Estimate YE FY 18/19	Proposed Budget FY 19/20	Variance Budget FY 19/20 v. Budget FY 18/19 (over)/under
O&M Expenditures				
Personnel	1,520,500	1,408,205	1,611,838	(91,338)
Operations	1,271,000	929,118	1,311,600	(40,600)
Administration	496,850	471,673	728,500	(231,650)
FMAP			574,000	(574,000)
Consulting/Contracts	330,000	214,769	260,000	70,000
Equipment	150,000	146,908	132,000	18,000
Total O&M	3,768,350	3,170,672	4,617,938	(849,588)

Major expenditure variations include:

- Personnel (\$91K):
 - Wages (\$58K) – Includes a 1.5% Cost of Living Adjustment plus Merit Increase (\$30K), and Retired Annuitant (\$28K).
 - Pension (\$13K) – FY 18/19 was understated by \$8K. FY 19/20 is based on CalPERS Annual Evaluation from August 2018, and calculated adjustments based on current personnel. The increase also includes an increase in pension expense (\$5K) for the District moving to a 15-year amortization schedule for the unfunded liability.
- Operations (\$40K)
 - Facility Repairs (\$93K) – includes repairs to Trash Racks, V-Drain Culvert Replacement and Boil Repairs at Plant 2.
 - Field Services (-\$42K) – Field Services were overstated in FY18/19 Budget and will be reduced based on FY 18/19 actuals

- Administration (\$232K):
 - Administrative Consultants (\$78K) – includes Comprehensive Financial Study, Total Compensation Survey, and Administrative Overhead Rate Study.
 - Election (\$55K) – occurs every two (2) years.
 - Insurance (\$40K) – Liability/Auto/Business Insurance was understated in FY 18/19 Budget; FY 19/20 expenditure increase is based on FY18/19 actual expenditures plus 10% inflationary increase.
- Flood Maintenance Assistance Program Grant (\$574K) – offset by revenue.
- Consulting/Contracts (-\$70K) – Reduction in technical consulting contracts.
- Equipment (-\$18K) – Reduction in equipment replacement.

**Projected Operations & Maintenance Expenditures
FY 19/20**



Personnel Expenditures

Personnel Expenditures	Adopted Budget FY 18/19	Estimate YE FY 18/19	Proposed Budget FY 19/20	Variance Budget FY 19/20 v. Budget FY 18/19 (over)/under
Personnel/Labor				
Wages	1,000,000.00	905,700.00	1,058,262.00	(58,262.00)
General Manager			190,128.00	
Project Manager/Engineer			28,158.00	
Admin Services Manager			99,502.00	
Superintendent			119,180.00	
Foreman			92,405.00	
Flood Operations Specialist I/II			400,206.00	
Equipment Maintenance Specialist			72,997.00	
Administrative Assistant			55,686.00	
Trustee Compensation	39,000.00	32,906.25	40,000.00	(1,000.00)
Group Health Insurance	130,000.00	95,028.75	97,440.00	32,560.00
Annuitant Health Care		68,727.50	70,000.00	(70,000.00)
Dental/Vision/Life	26,000.00	21,220.00	22,328.00	3,672.00
Workers Compensation Insurance	40,000.00	37,037.50	39,544.00	456.00
OPEB - ARC	28,000.00	0.00	30,000.00	(2,000.00)
Continuing Education	15,000.00	4,838.75	5,000.00	10,000.00
Payroll Taxes	77,500.00	69,596.25	71,000.00	6,500.00
Pension	165,000.00	173,150.00	178,264.00	(13,264.00)
Employer Portion			72,980.00	
Unfunded Liability			105,284.00	
Personnel Subtotal	1,520,500.00	1,408,205.00	1,611,838.00	(91,338.00)

Operations Expenditures

Operations Expenditures	Adopted Budget FY 18/19	Estimate YE FY 18/19	Proposed Budget FY 19/20	Variance Budget FY 19/20 v. Budget FY 18/19 (over)/under
Operations				
Consultants - Field Operations	20,000.00	23,301.25	20,000.00	0.00
Equipment Parts/Supplies	60,000.00	33,762.50	60,000.00	0.00
Equipment Rental	10,000.00	125.00	5,000.00	5,000.00
Equipment Repairs/Service	22,000.00	1,248.75	16,000.00	6,000.00
Facility Repairs	273,000.00	68,696.25	366,000.00	(93,000.00)
Gates & Fences			10,000.00	
Canal Erosion Program (RSP)			100,000.00	
Access Road AB Program			50,000.00	
Roof Repair Plant 1A			20,000.00	
Plant 2 - Boil Repairs			80,000.00	
Plant 8 Trash Rack Repairs			30,000.00	
Plant 3 Trash Rack Repairs			30,000.00	
Plant 5 Pump #1 Repair			10,000.00	
V-Drain Repair			36,000.00	
Field Equipment	8,000.00	8,000.00	10,100.00	(2,100.00)
Box Tarp for 10 Wheel Dump Truck 022			2,500.00	
Air Compressor for Service Truck			2,600.00	
Thumb Attachment for Excavator			5,000.00	
Field Services	142,000.00	56,048.75	100,000.00	42,000.00
Veg Management (Grazing, Farm Flying, Aquatic)			20,000.00	
Tree Service			50,000.00	
Pump Plant Meggar Testing			5,000.00	
Sonitrol Security			6,000.00	
Hazardous Waste Recycle			5,000.00	
Tire Recycle			5,000.00	
Backflow			500.00	
Water Service			600.00	
Misc.			7,900.00	
Fuel	65,000.00	43,043.75	55,000.00	10,000.00
Herbicides	115,000.00	99,108.75	105,000.00	10,000.00
Power	500,000.00	559,130.00	500,000.00	0.00
Refuse Collection	25,000.00	10,573.75	25,000.00	0.00
Shop Equipment (Not Vehicles)	9,000.00	3,736.25	3,000.00	6,000.00
Supplies and Materials	22,000.00	19,946.25	22,000.00	0.00
Boot Allowance			3,000.00	
Uniform Service			4,000.00	
Misc.			15,000.00	
Utilities - Field	0.00	0.00	8,000.00	(8,000.00)
Sacramento County			3,500.00	

Operations Expenditures	Adopted Budget FY 18/19	Estimate YE FY 18/19	Proposed Budget FY 19/20	Variance Budget FY 19/20 v. Budget FY 18/19 (over)/under
City of Sacramento			3,500.00	
Cell Phone Reimbursement			1,000.00	
Misc./Other - Field	0.00	146.25	500.00	(500.00)
Govt Fees/Permits - Field	0.00	0.00	12,000.00	(12,000.00)
FEMA Permits	0.00	2,250.00	4,000.00	(4,000.00)
Operations Subtotal	1,271,000.00	929,117.50	1,311,600.00	(40,600.00)

Administration Expenditures

Administration Expenditures	Adopted Budget FY 18/19	Estimate YE FY 18/19	Proposed Budget FY 19/20	Variance Budget FY 19/20 v. Budget FY 18/19 (over)/under
Administration				
Accounting/Audit	45,000.00	44,467.50	46,050.00	(1,050.00)
Bartel Associates (GASB)			3,000.00	
Audit (Mary Ann Cooper)			15,000.00	
CPA (Rob Merritt)			24,000.00	
TCS Consulting (GASB)			3,000.00	
CalPERS (GASB)			1,050.00	
Administrative Consultants	52,000.00	52,208.75	130,000.00	(78,000.00)
Financial Plan/Study			60,000.00	
Total Compensation Survey			15,000.00	
SCI Consulting (Assessment)			20,000.00	
Overhead Rate Study			25,000.00	
Miscellaneous			10,000.00	
Admin - Misc./Other Expenses	5,000.00	4,758.75	8,250.00	(3,250.00)
Bank Fees			250.00	
Business Expense			8,000.00	
Admin. Services	17,000.00	12,785.00	17,000.00	
Alarm/Security Office (Sonitrol)			4,000.00	
Copy/Print Services			2,000.00	
DOT/Screening			2,500.00	
Postage/Shipping			1,000.00	
Records/Retention Management (ECS)			2,000.00	
Timekeeping (Replicon)			4,000.00	
Miscellaneous (Job Posting/CSDA)			1,500.00	
Computer Costs (Tech/Website/Software)	17,000.00	17,065.00	24,000.00	(7,000.00)
Software (Go Daddy, Misc.)			9,000.00	
Tech Support (Terrapin)			12,000.00	
Website (Streamline)			3,000.00	
Govt Fees/Permits	12,000.00	13,457.50	12,500.00	(500.00)
City of Sacramento (Investment Pool)			6,000.00	
LAIF (Investment Pool)			5,000.00	
Police Alarm			50.00	
Miscellaneous			1,450.00	
Legal	100,000.00	80,656.25	97,000.00	3,000.00
Human Resources/Employment (Boutin Jones)			7,000.00	
General Counsel (Day Carter)			85,000.00	
Other Legal Services			5,000.00	
Liab/Auto/Business Insurance	110,000.00	134,546.25	150,000.00	(40,000.00)
Stratton			150,000.00	
Memberships	30,000.00	31,372.00	40,500.00	(10,500.00)
ACWA			15,000.00	

Administration Expenditures	Adopted Budget FY 18/19	Estimate YE FY 18/19	Proposed Budget FY 19/20	Variance Budget FY 19/20 v. Budget FY 18/19 (over)/under
CCVFCA			16,300.00	
Costco			200.00	
CSDA			8,350.00	
Sacramento LAFCO			650.00	
Mitigation Land Expenses	3,000.00	2,592.20	3,000.00	0.00
Yolo County Treasurer			3,000.00	
Office Maintenance & Repair	24,000.00	13,412.50	27,000.00	(3,000.00)
Custodial Service (Neat Freak)			10,000.00	
HVAC (Barnett)			3,000.00	
Landscaping (Carson)			13,000.00	
Pest Control (Greenlight)			1,000.00	
Office Supplies	5,500.00	4,815.00	5,500.00	0.00
Payroll Services	3,000.00	2,147.50	3,500.00	(500.00)
Payroll Services (Wells Fargo)			3,500.00	
Public Relations	40,000.00	22,796.25	45,000.00	(5,000.00)
Direct Outreach (Community Engagement)			18,000.00	
Consulting			25,000.00	
Subscriptions/Publications			2,000.00	
Small Office & Computer Equipment	5,000.00	5,110.00	12,000.00	(7,000.00)
Computer Equipment			2,000.00	
Miscellaneous Equipment			10,000.00	
Utilities (Phone/Water/Sewer/Internet)	22,000.00	22,421.25	23,700.00	(1,700.00)
Telephone (ATT)			3,500.00	
Water (City of Sacramento)			2,800.00	
Internet (Comcast)			2,000.00	
Sewer (County of Sacramento)			2,800.00	
Phone System (Great American Fin Svcs)			5,200.00	
Copier/Printer (Smile Business Systems)			3,000.00	
Cellular Service (Verizon)			4,200.00	
Miscellaneous			200.00	
Election	0.00	0.00	55,000.00	(55,000.00)
Legal			49,400.00	
Publications/Notices			1,500.00	
Facility Rental			1,000.00	
Printing Services			500.00	
Temporary Staff			2,100.00	
Miscellaneous			500.00	
Assessment/Property Taxes (SAFCA - CAD)	6,350.00	7,060.97	8,000.00	(1,650.00)
Conference/Travel/Professional Development			20,500.00	(20,500.00)
Conference (Exec Staff & Trustees)			8,500.00	
Travel (Exec Staff & Trustees)			12,000.00	
Admin Subtotal	496,850.00	471,672.67	728,500.00	(231,650.00)

Flood Maintenance Assistance Program

FMAP Expenditures	Adopted Budget FY 18/19	Estimate YE FY 18/19	Proposed Budget FY 19/20	Variance Budget FY 19/20 v. Budget FY 18/19 (over)/under
FMAP Grant				
LOI/SWIF			20,000.00	(20,000.00)
Equipment			305,100.00	(305,100.00)
(2) Pull Tractors JD 5090M Mower			124,000.00	
(1) Tiger Boom Mower, JD 5115M Tractor			181,100.00	
Operations & Maintenance			236,500.00	(236,500.00)
Vegetation Management (Tree Removal - High Priority Areas)			186,500.00	
Encroachment Enforcement (Waterside Encroachments)			50,000.00	
Administrative			12,400.00	(12,400.00)
Administrative (5% of O&M Activities)			12,400.00	
FMAP Subtotal			574,000.00	(574,000.00)

Consulting /Contracts Expenditures

Consulting/ Contracts Expenditures	Adopted Budget FY 18/19	Estimate YE FY 18/19	Proposed Budget FY 19/20	Variance Budget FY 19/20 v. Budget FY 18/19 (over)/under
Consulting/Contracts				
Technical Consultants	250,000.00	163,206.25	180,000.00	70,000.00
DPLand (Land, Right of Way and Title Expert)			5,000.00	
Kleinfelder (Geo Tech)			60,000.00	
MBK Engineering (Gen Engineering)			20,000.00	
Mead & Hunt (Gen Engineering)			60,000.00	
Managerial (Yeager, Devereux)			30,000.00	
West Yost (Hydraulic Modeling)			5,000.00	
Security Patrol	80,000.00	51,562.50	65,000.00	15,000.00
Temporary Admin			15,000.00	(15,000.00)
Christo Rey - Work Study Program (2 Students)			15,000.00	
Consulting/Contracts Subtotal	330,000.00	214,768.75	260,000.00	70,000.00

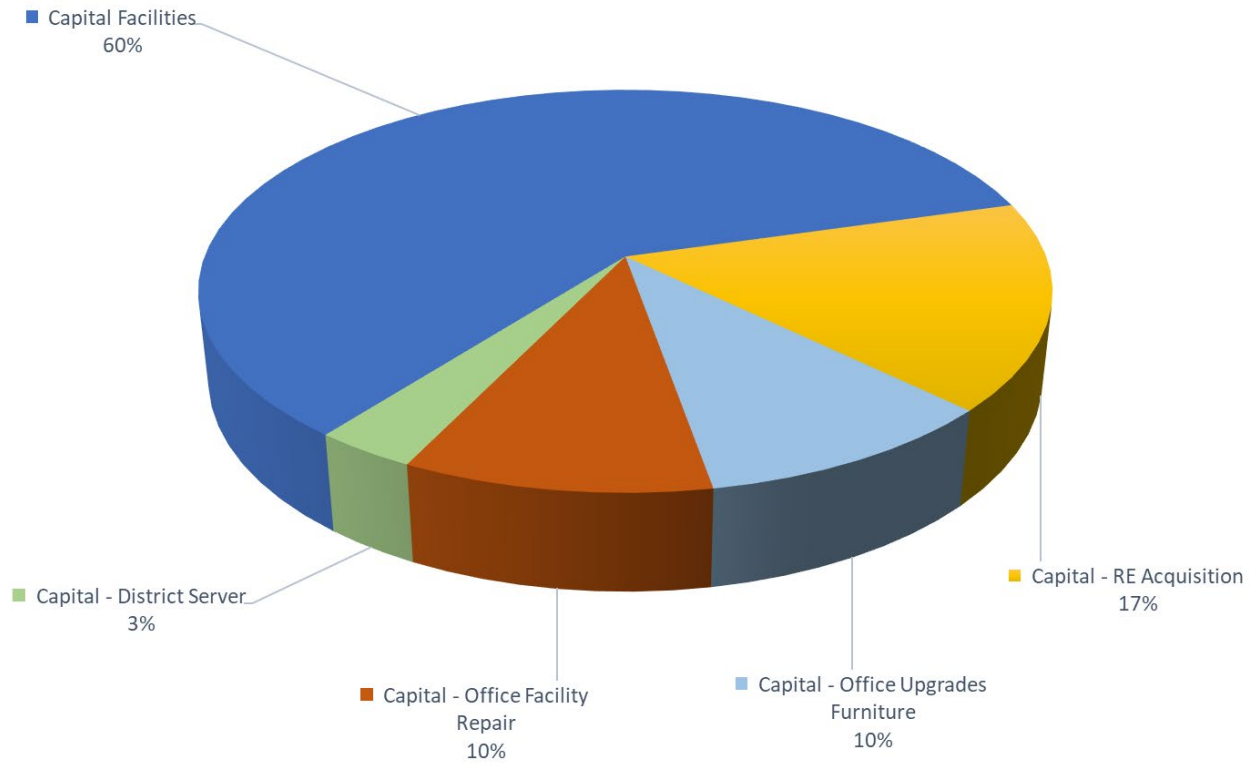
Equipment Expenditures

Equipment Expenditures	Adopted Budget FY 18/19	Estimate YE FY 18/19	Proposed Budget FY 19/20	Variance Budget FY 19/20 v. Budget FY 18/19 (over)/under
Equipment				
Equipment	150,000	146,908	132,000.00	18,000.00
(3) 3/4 Ton 4x4 Pickups (Replacement)			132,000.00	
Equipment Subtotal	150,000.00	146,908.06	132,000.00	18,000.00

Capital Expenditures

CAPITAL EXPENDITURES	Adopted Budget FY 18/19	Estimate YE FY 18/19	Proposed Budget FY 19/20	Variance Budget FY 19/20 v. Budget FY 18/19 (over)/under
Capital Expenditures				
Capital Facilities	715,000.00	550,000.00	180,000.00	535,000.00
Condition Assessment & Inspection Electrical			50,000.00	
Plant 1B Spare Transformer			100,000.00	
CIP Update			30,000.00	
Capital - Office Upgrades Furniture	15,000.00	25,000.00	30,000.00	(15,000.00)
Board Room & Kitchenette			30,000.00	
Capital - RE Acquisition	120,000.00	6,875.00	50,000.00	70,000.00
Natomas Cross Canal			20,000.00	
NEMDC Parcels			30,000.00	
Capital - Office Facility Repair	30,000.00	23,213.75	30,000.00	0.00
Window Replacement, Paint, AV Equipment			30,000.00	
Document Management	8,800.00	11,008.75	0.00	8,800.00
Capital - District Server	0.00	0.00	10,000.00	(10,000.00)
Total Capital Expenditures	888,800	616,098	300,000	588,800

**Projected Capital Expenditures
FY 19/20**



DATE: May 10, 2019

AGENDA ITEM NO. 6.2

TITLE: Approve Letter of Support and Participation as a Project Sponsor

SUBJECT: Review and Consider Authorizing General Manager to Submit Letter of Support for Steelhead Creek Restoration Planning Grant and Participate as a Project Sponsor

EXECUTIVE SUMMARY:

Reclamation District No. 1000 (District; RD 1000) received a request from Dr. Roland Brady, asking the District to submit a Letter of Support (Attachment 1) and to participate as a co-sponsor for a Grant Proposal under the California Department of Water Resources (DWR) – Urban Streams Restoration Program. The Sacramento County Parks Department and Valley Foothills Watershed Collaborative will be the Fiscal Agents for the “Planning Only” proposal authored by Dr. Brady and Crystal Tobias. The planning only grant application, proposes planning for implementation of salmonid habitat enhancement, emphasizing fry survival and maturation in Steelhead Creek. Details of the proposed application are provided in Attachment 2 of this staff report.

RECOMMENDATION:

Staff recommends the Board review and consider authorizing the General Manager to submit a Letter of Support for Steelhead Creek Restoration planning grant and participate as a project sponsor.

FINANCIAL IMPACT:

None.

ATTACHMENTS:

1. Letter of Support – Urban Streams Restoration Program – Steelhead Creek
2. Steelhead Creek Restoration Application Summary

STAFF RESPONSIBLE FOR REPORT:



Kevin L. King, General Manager

Date: 05/01/2019

May XX, 2019

California Department of Water Resources
Urban Stream Restoration Program
P.O. Box 942836
Sacramento, CA 94236-0001

**Subject: Reclamation District No. 1000 - Letter of Support for Urban Stream Restoration
Program Proposal for Steelhead Creek**

Dear Urban Stream Restoration Program Administrator:

Reclamation District No. 1000 (District; RD 1000) is providing this Letter of Support to accompany the Urban Streams Restoration Proposal for Steelhead Creek, authored by Dr. Roland Brady and Ms. Crystal Tobias.

Steelhead Creek, a tributary to the Sacramento River, is an important urban waterway that provides anadromous fish passage to the upper watersheds in Arcade Creek and Dry Creek in which Steelhead and Chinook salmon have been observed. Trash in Steelhead Creek from many years of dumping and now illegal camping has significantly degraded both its passage and fry-rearing potential. Dr. Brady's recent efforts at quantifying the trash in the channel have energized the Central Valley Regional Water Quality Control Board and the California Department of Fish and Wildlife, who have worked with many others, including RD 1000, to begin the process of cleaning the debris near the channel.

Dr. Brady and Ms. Tobias have begun the process of securing co-sponsors, partners and stakeholders to prepare a planning-only grant proposal to the DWR Urban Streams Restoration Program, for a comprehensive watershed plan to restore this neglected channel to a more natural state and return its ecological value to the underserved neighborhoods through which it flows.

Reclamation District No. 1000, the underlying property owner, strongly support this proposal and look forward to supporting this effort in the future, as a co-sponsor.

Sincerely,

Reclamation District No. 1000

Kevin L. King
General Manager

STATUS REPORT: Proposal to DWR Urban Streams Restoration Program
(As of 4/12/2019)

Proposal authors: Roland H. Brady, PhD and Crystal Tobias

Submitted by: Valley Foothills Watershed Collaborative (fiscal agent)
Sacramento County Parks Department

Introduction:

The DWR Urban Streams Restoration Program (USRP) is funded by Props. 84 and 68, Water Code Section 7048. USRP provides local assistance grants to fund projects that restore streams impacted by urban development to a more natural state. The USRP goals include:

- (1) protecting, enhancing and restoring the natural, ecological value of streams;
- (2) preventing future property damage caused by flooding and bank erosion; and
- (3) promoting community involvement, education, and riverine stewardship.

The USRP gives special emphasis to watersheds situated in “disadvantaged communities. The Program directs DWR program staff to connect with small communities and encourage community participation in project development and stewardship. The grant requires joint submittal by a local governmental agency and a community organization (NGO).

Steelhead Creek:

Steelhead Creek is the main uncontrolled (undammed) stream in Sacramento County. Its waters support fall and spring runs of steelhead and Chinook salmon which migrate into upper tributaries to spawn. Water flows through the channel all year, from runoff during the winter and from drainage of rice fields during the normally dry summer months. Although its channel has been highly modified by levees, it supports an ecologically important riparian corridor and is an essential habitat and recreation element in the American River Parkway. Along with a host of aquatic organisms, beavers, otters, skunks, raccoons, and numerous birds make this watercourse their home.

Unfortunately, years of neglect, illegal dumping, and the latest insult--uncontrolled homeless camping--have pushed the aquatic and ecological viability of the creek to its tipping point through discharge of solid and toxic waste (including human feces); trampling and removal of vegetative understory; increased sedimentation into the creek; debris armoring of the channel bottom preventing burrowing and oxygenation; destruction of overstory trees; and segmentation of animal pathways by campsites, dogs, smells, noise, and light

Our Proposal:

We will be applying for a “Planning Only” grant to implement salmonid habitat enhancement, emphasizing fry survival and maturation in Steelhead Creek. Partnering for this proposal the partners are Sacramento County Parks and the Valley Foothills Watershed Collaborative. An essential component is elevating community awareness and stewardship.

Our work area would be from the confluence of Steelhead Creek at Discovery Park to the Silver Eagle Bridge. The lower reach is in the County American River Parkway and the upper reach above the El Camino bridge is in the City of Sacramento (Fig. 1)

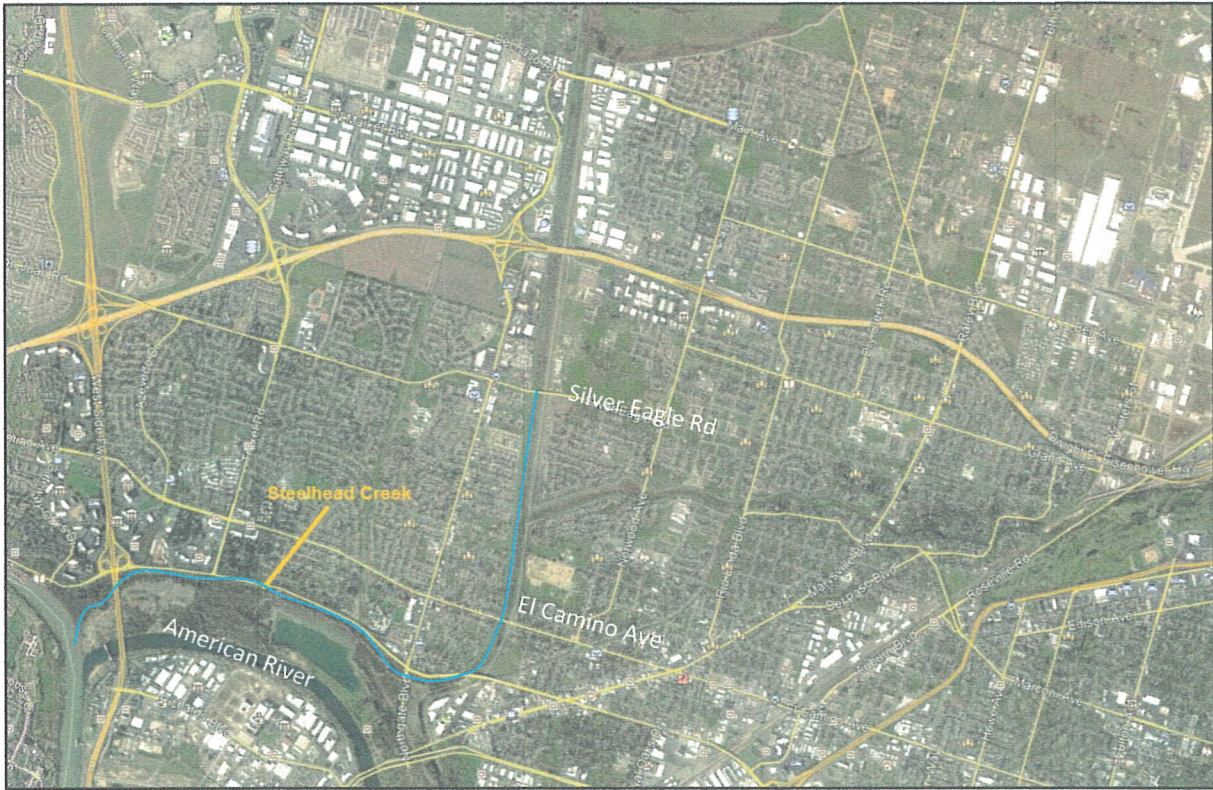


Figure 1. Steelhead Creek; area of proposal shown in bright blue.

Phase 1: Team Building

Although time consuming, assembling the right team and community support is essential for our proposal. To this end we have made excellent progress. On March 14, Phil Serna (Supervisor District 1) gave his support to partnering with County Parks and is initiating a Resolution to this effect. The Central Valley Regional Water Control Board, the California Department of Fish and Wildlife, Save the American River Association, Sacramento Area Creeks Council, and the Gardenland-Northgate Neighborhood Association have all offered their enthusiastic support and willingness to collaborate.

Academically, we have commitments from Grant High School (contact-Arron White) to include their students in the planning and restoration as well as from CSU-Sacramento (contact-Dr. Christine Flowers).

The City of Sacramento, RD1000, and the American River Flood Control District, and Regional San have all expressed interest in the project; we have meetings scheduled with them for the week of April 15. As well, we have made contact with Kimberly Shining Star Petree of the local Miwok band who would like to participate.

As of now, we intend to propose the following but this may change pending discussion with participants:

- 1) Conduct a geomorphic, hydrologic, and biologic survey of Steelhead Creek to be used as a baseline inventory from which to develop restoration plans. Students and volunteers will be used extensively in this.

- 2) Develop teams of homeless campers to work through PRIDE to clean up the site. We have relationships with several homeless people who have worked diligently on cleanups and encourage others to maintain clean camps. Their names have been forwarded to PRIDE from both the County and Parks Department for team leadership roles. Work with homeless volunteers to educate this population on employing methods of minimum-impact camping.
- 3) Attempt to clarify limits of Martin v. City of Boise as per zoning of camping. Explore ways of protecting restoration areas from camping or over use.
- 4) Work with County Probation Officers to explore ways that "Community Service" commitments can be
- 5) Establish relationship with adjacent neighborhoods and poll to determine their preferences for area.
- 6) Develop interdisciplinary course in Urban Stream Restoration at SSU beginning spring 2020. I have taught such a course a number of times with excellent student evaluations. Students will participate in the design and planning process as their class project.
- 7) Based on the channel survey, develop a habitat rehabilitation plan focused on salmonids that includes removing debris from the channel bottom, creating refugia and increasing hydrologic diversity. Stabilizing eroding banks using biotechnical methods.
- 8) Remove invasive species, replacing with natives.
- 9) Conduct extensive cleanups involving RD1000 and ARFCD equipment with ARPF/GARCU and SACC/Creek Week volunteers.
- 10) Develop long-term maintenance plan including County Parks, RD1000, ARFCD, neighborhood groups and homeless advisors for lands within the Parkway land and upstream of El Camino Avenue (Fig. 1).
- 11) Develop a "Friends of Steelhead Creek" website to inform public of issues and accomplishments, and to showcase volunteers' efforts and accomplishments.

Cost Share:

Cost share may not be required, but existing cleanup expenses on Steelhead Creek can be "counted" as in-kind contributions.

Proposal Due Date:

June 21, 2019

TITLE: Review and Authorize District Correspondence

SUBJECT: Review and Consider Authorizing the General Manager to Submit a Letter to the Appropriate Agencies Requesting Assistance with the Immediate Removal of Unauthorized Encampments on the District Levee System, which Impede the District's Ability to Perform its Public Safety Responsibilities to Monitor, Maintain, Rebuild, Construct and Operate the Levee System

EXECUTIVE SUMMARY:

Reclamation District No. 1000 (District; RD 1000), is currently experiencing a rapid and unprecedented increase in unauthorized encampments along the District's Levee System. These encampments pose a risk to public safety within and around the Natomas Basin, as they impede the District from carrying out its responsibility to monitor, maintain, rebuild, construct and operate the Levee System. As a result, staff recommends the Board review and consider authorizing the General Manager to submit a letter to the appropriate agencies requesting assistance with the immediate removal of unauthorized encampments on the District Levee System.

BACKGROUND:

The District is currently experiencing a rapid and unprecedented increase in unauthorized encampments along the District's Levee System. These encampments pose numerous risks to public safety within and around the Natomas Basin, as they impede the District from carrying out its responsibility to monitor, maintain, rebuild, construct and operate the Levee System, as well as the safety of the District's personnel. Specifically, due to the nature of the encampments, the District is unable to ensure the Levee System is protected from potentially dangerous degradation of the levees.

For the majority of the two-month period from February 14, 2019 through April 11, 2019, the District was on 24-hour monitoring patrols due to elevated river elevations. During this same time period, the number of unauthorized encampments exponentially increased on the Levee System, as the flood channels swelled, the inhabitants moved to higher ground atop the levees. On March 25, 2019, the District was alerted to an excavation into the levee at an abandoned encampment near Northgate Boulevard along the Garden Highway. Figures 1 and 2, provided on the following page, show the excavation and damage at the abandoned encampment site.

Figure 1 - Abandoned Encampment along Garden Highway near Northgate



Figure 2 - Abandoned Encampment along Garden Highway near Northgate



By April 4, 2019, when the District returned to monitor the excavation and ensure stability of the site, the site had been completely covered over again by tarps, tents and other debris. Figure 3, shows the re-established encampment, as seen by the District on April 4, 2019.

Figure 3 - Re-established Encampment along Garden Highway near Northgate



Figure 3 is typical of the encampments along the District's Levee System. Due to the nature of the unauthorized encampments, it is nearly impossible for the District to visually inspect the system. Without the ability to pull back the tarps and tents, there is no way to know if the levee system is protected. Figure 4, on the following page, is another encampment along Garden Highway. Again, while not visually apparent because the site is covered, it is suspected that excavation is occurring, note the yellow handled shovel in the middle of the figure.

Figure 4 - Suspected Encampment Excavation



With limited resources and an already compressed schedule for routine maintenance, the District has not been able to perform an inventory of the total number of unauthorized encampments along the Levee System. Nevertheless, the District estimates more than 75 unauthorized encampments are currently established. The District is in desperate need of assistance to immediately remove the unauthorized encampments, whereby allowing for the critical and necessary inspection of the Levee System.

RECOMMENDATION:

Staff recommends the Board review and consider authorizing the General Manager to Submit a Letter to the Appropriate Agencies Requesting Assistance with the Immediate Removal of Unauthorized Encampments on the District Levee System, which Impede the District’s Ability to Perform its Public Safety Responsibilities to Monitor, Maintain, Rebuild, Construct and Operate the Levee System.

FINANCIAL IMPACT:

Unknown.

ATTACHMENTS:

1. RD 1000 Request for Assistance with Immediate Removal of Unauthorized Encampments

STAFF RESPONSIBLE FOR REPORT:



Kevin L. King, General Manager

Date: 05/01/2019

May XX, 2019

Various Agencies
Sacramento, CA

Subject: Reclamation District No. 1000 – Request for Immediate Assistance with the Removal of Unauthorized Encampments from the District’s Levee System

Dear _____:

Reclamation District No. 1000 (District; RD 1000) is submitting this letter requesting immediate assistance from your agency with the removal of unauthorized encampments from the District’s Levee System.

The District is currently experiencing a rapid and unprecedented increase in unauthorized encampments along the District’s Levee System. These encampments pose a risk to public safety within and around the Natomas Basin, as they impede the District from carrying out its responsibility to monitor, maintain, rebuild, construct and operate the Levee System.

Due to the nature of the encampments, the District is unable to ensure the Levee System is protected from potentially dangerous degradation and/or damage. The District is particularly concerned given this past year’s rain season having provided a tremendous amount of snowpack, which will require the District to closely monitor the Natomas Levees to ensure they are maintained and prepared to hold back the Spring runoff.

In March, the District discovered damage to a portion of the Levee System caused by inhabitants of an unauthorized encampment on the levee slope. Fortunately, this damage was determined not to have compromised the levee integrity, it will however impose unexpected financial cost and staff resources to repair. Furthermore, the District was only able to discover the damage after the encampment was voluntarily abandoned, which leaves the District questioning the integrity and condition of the levees at the numerous other encampment sites.

Without the ability to see under, behind or beyond the unauthorized encampments on the levee top and slope, the District is unable to determine if there is any additional damage to the levees. The encampments also block staff from identifying potential problems on both sides of the levee while patrolling.

As you know, RD 1000 does not have the law enforcement authority to remove individuals (trespassers) from the levees and therefore must rely on your agency, our public safety partners, who have such authority, to help prevent further levee damage caused by both short and long-term encampments.

The District is requesting your immediate assistance with the removal of unauthorized encampments on the District's Levee System, which pose a significant public safety risk to the Natomas Basin Levees and further impede the District's ability to perform our critical and important duty to monitor and maintain the system in a safe manner.

Our agency has successfully collaborated with yours on similar encampments on the Levee System and the District looks forward to continued support, especially during this Spring runoff season.

With your help, we can continue our long history of maintaining the levees and protecting the 100,000 people who live and work in the Natomas Basin, but also provide for the safety of our employees who must patrol, monitor and maintain the Levee System.

Thank you in advance for your assistance.

Sincerely,

Reclamation District No. 1000

Kevin L. King
General Manager

Courtesy Copy:

Supervisor Phil Serna – Sacramento County
Mayor Darrell Steinberg – City of Sacramento
Councilmember Steve Hansen – City of Sacramento
Councilmember Jeff Harris – City of Sacramento
Councilmember Angelique Ashby – City of Sacramento

DATE: May 10, 2019

AGENDA ITEM NO. 6.4

TITLE: Discuss Development of District Policy

SUBJECT: Discuss Development of District Policy to Address Unauthorized Encampments on the District Levee System

EXECUTIVE SUMMARY:

Reclamation District No. 1000 (District; RD 1000), has a need to develop and adopt a set of policies to address unauthorized encampments on the District's Levee System. Over the last three (3) years, the District has experienced a rapid and unprecedented increase in unauthorized encampments along the District's Levee System. These encampments pose numerous risks to public safety within and around the Natomas Basin, including but not limited to impeding the District from carrying out its responsibility to monitor, maintain, rebuild, construct and operate the Levee System. As such, development of District policies to address the unauthorized encampments is appropriate.

The District acknowledges the multifaceted and complex legal, societal, and functional realities of homelessness. Nevertheless, in the absence of a comprehensive and implementable set of policies, the District may be ill-equipped to carry out its core mission and objective of flood protection for the Natomas Basin. Development of the policies may take up to six (6) months to complete. Staff is seeking Board direction and the possible establishment of an Ad-hoc Committee to work through policy development.

RECOMMENDATION:

Staff recommends the Board consider establishment of an Ad-hoc Committee to work through development of a comprehensive set of policies and strategies to address unauthorized encampments on the District's Levee System.

FINANCIAL IMPACT:

Estimated \$10,000 (approximately 100 hours of Staff time, 30 hours of Committee time and 20 hours of Legal review)

ATTACHMENTS:

None

STAFF RESPONSIBLE FOR REPORT:



Kevin L. King, General Manager

Date: 05/02/2019

DATE: May 10, 2019

AGENDA ITEM NO. 7.1.1

TITLE: Committee Meeting Minutes

SUBJECT: Meeting Minutes from Committee Meetings Since the April Board Meeting

EXECUTIVE SUMMARY:

Finance Committee Meeting – April 19, 2019

A meeting of the Reclamation District 1000 Finance Committee was held on Friday, April 19, 2019 at 8:00 a.m. at the District office. In attendance were Trustees Gilbert, Harris and Smith. Staff in attendance were General Manager King and Administrative Services Manager Gutierrez. No members of the public were present and therefore no public comments were made.

General Manager King presented the proposed Draft Budget for Fiscal Year 2019/2020. The Finance Committee reviewed budget line items and assumptions for the 2019/2020 Budget. The Finance Committee approved the Draft Budget and recommended moving forward with discussing the Draft Budget at the May 2019 Board of Trustees meeting. With no further business on the Finance Committee Agenda, the meeting was adjourned at 9:45 a.m.

Executive Committee Meeting – May 1, 2019

A meeting of the Reclamation District 1000 Executive Committee was held on Wednesday, May 1, 2019 at 8:00 a.m. at the District office. In attendance were Trustees Barandas, Burns and Harris (phone participant). Staff in attendance was General Manager King. No members of the public were present and therefore no public comments were made.

General Manager King presented the proposed agenda for the May 10, 2019 Board of Trustees meeting. Trustee Burns requested an additional item be placed on the agenda, regarding Homeless Encampments on the District's Levee System. The Executive Committee agreed to add an agenda item on the May 10, 2019 Board Agenda, per the request. The Executive Committee approved the revised May 10, 2019 Board Agenda and with no further business on the Executive Committee Agenda, the meeting was adjourned at 9:30 a.m.

STAFF RESPONSIBLE FOR REPORT:



Kevin L. King, General Manager

Date: 05/01/2019