



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

1633 GARDEN HIGHWAY  
SACRAMENTO, CA 95833

**FRIDAY, JANUARY 14, 2022  
8:00 A.M.**

**WEB & TELEPHONE MEETING ONLY**

**MODIFIED BROWN ACT REQUIREMENTS IN LIGHT OF STATE OF EMERGENCY**

In compliance with CA Assembly Bill 361, members of the Board of Trustees and members of the public will participate in this meeting by teleconference. The call-in information for the Board of Trustees and the public is as follows:

**Join the meeting from your computer, tablet or smartphone.**

<https://www.gotomeet.me/rd1000>

**You can also dial in using your phone.**

United States (Toll Free): [1 866 899 4679](tel:18668994679)

United States: [+1 \(571\) 317-3116](tel:+15713173116)

**Access Code: 539-716-757**

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

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

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

**1. PRELIMINARY**

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

**2. PRESENTATIONS**

- 2.1. No Scheduled Presentations

**3. PUBLIC COMMENT (NON-AGENDA ITEMS)**

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

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

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

**4. INFORMATIONAL ITEMS**

- 4.1. [GENERAL MANAGER'S REPORT](#): Update on activities since the December 2021 Board Meeting.
- 4.2. [OPERATIONS MANAGER'S REPORT](#): Update on activities since the Dec. 2021 Board Meeting.
- 4.3. [DISTRICT COUNSEL'S REPORT](#): Update on activities since the December 2021 Board Meeting.

**5. CONSENT CALENDAR**

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

- 5.1. [APPROVAL OF MINUTES](#): Approval of Minutes from December 10, 2021 Regular Board Meeting and January 05, 2022 Special Board Meeting.
- 5.2. [TREASURER'S REPORT](#): Approve Treasurer's Report for December 2021.
- 5.3. [EXPENDITURE REPORT](#): Review and Accept Report for December 2021.
- 5.4. [BUDGET TO ACTUAL REPORT](#): Review and Accept Report for December 2021.

5.5. ASSEMBLY BILL 361: Review and Consider Adoption of Resolution No. 2022-01-02 - Proclaiming a Local Emergency, Ratifying the Covid-19 State of Emergency, and Authorizing Remote Teleconference Meetings of Reclamation District No. 1000 Pursuant to The Ralph M. Brown Act.

5.6. ANNUAL BANKING AUTHORIZATION (SACRAMENTO COUNTY): Review and Consider Adoption of Resolution No. 2022-01-03 Authorizing Officers and Trustees as Signatories to the Operations and Maintenance Funds held by Sacramento County Treasurer

**6. SCHEDULED ITEMS**

6.1. COMMITTEE ASSIGNMENTS: Review and Consider Approval of Board Committee Assignments for 2022.

**7. BOARD OF TRUSTEE’S COMMENTS/REPORTS**

7.1. BOARD ACTIVITY UPDATES:

7.1.1. RD 1000 Committee Meetings Since Last Board Meeting

- Executive Committee (Gilbert & Lee Reeder) January 5, 2022

7.1.2. RD 1000 Committees No Meetings Since Last Board Meeting

- Finance Committee (Gilbert, Bains & Burns)
- Legal Committee (Avdis, Barandas & Lee Reeder)
- Operations Committee (Bains, Barandas & Burns)
- Personnel Committee (Jones, Bains & Barandas)
- Urbanization Committee (Lee Reeder, Avdis & Jones)

**8. CLOSED SESSION**

8.1. No Scheduled Closed Session Items

**9. ADJOURN**



## RECLAMATION DISTRICT 1000

DATE: JANUARY 14, 2022

AGENDA ITEM NO. 4.1

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TITLE: General Manager's Report – January 2022

SUBJECT: Update on Activities Since the December 2021 Board of Trustees Meeting

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### EXECUTIVE SUMMARY:

This Staff Report is intended to report the noteworthy activities and events of the District. Noteworthy activity from December 2021 included continued coordination on Natomas Levee Improvement Project with the United States Army USACE of Engineers, SAFCA and others, District Financial Plan Development, Coordination with the City of Sacramento on the Natomas Basin Interior Levee Re-Certification, Development of District's Cost Allocation Plan, Processing of Multiple Developer Requests, Coordination with Consultants on SWIF Encroachment Remediation, Engineering Design on Pumping Plant 8, and Recruitment of Flood Operations Specialist. In summary, the District had a productive and successful month. Our key activities and achievements are presented below:

### BACKGROUND:

#### 1. Administration Services

##### a. Human Resources

- i. Recruitment of Flood Operations Specialist began November 1, 2021
- ii. Interviews held on December 8, 2021
- iii. Background Check in process

##### b. Fiscal Year 2021-2022 Budget

- i. Budget approved at June 11, 2021 Board of Trustees meeting.

##### c. Fiscal Year 2020-2021 Audit

- i. The District's FY 2020-2021 Audit is underway. Since July 2021, staff has provided various financial transactions information and documentation to the District's Auditor. Simultaneously, the District's consultant accountant prepared and provided financial-related schedules to the Auditor for review. Currently, the District's audit remains on schedule and is currently under review. The next steps include audit fieldwork to verify information provided, and staff anticipates receiving a Draft Audit for the Finance Committee to review by mid-November 2021.
- ii. Audited Financial Reports were made available to the District on November 16, 2021. Finance Committee reviewed the Audit Reports on November 23, 2021. Board reviewed and accepted on December 10, 2021.

**TITLE: General Manager's Report – January 2022**

d. Comprehensive Financial Plan

- i. Worked with NBS to prepare draft Comprehensive Financial Plan for review by Finance Committee. Draft report was presented to the Board in December 2020. Staff received comments and worked with NBS to revise the report. A final draft was presented to the Finance Committee on January 5, 2021.
- ii. The Board of Trustees approved the Financial Plan at the January 2021 Regular Meeting and directed staff to work on developing a scope of work for Phase 2.
- iii. The District worked with NBS to develop Phase 2 of the Financial Plan; the Board of Trustees approved the Professional Services Agreement (PSA) with NBS on March 12, 2021 for Phase 2.
- iv. GM King executed the PSA with NBS on May 4, 2021.
- v. Phase 2 Kickoff Meeting occurred in June 2021.
- vi. Held team meeting with NBS on September 1, 2021, to discuss progress on Phase 2.1.
- vii. Check-in call to review Report 1<sup>st</sup> draft scheduled on September 22 has been rescheduled to October 6 to allow NBS more time to prepare the report.
- viii. District received the draft Phase 2.1 Report from NBS on November 19, 2021. Finance Committee reviewed the Phase 2.1 Report on November 23, 2021.
- ix. Board approved Phase 2.1 and Authorized GM to proceed with Phase 2.2 on December 10, 2021.

e. Indirect Cost Allocation Plan

- i. GM King issued a Request for Qualifications (RFQ) for an Indirect Cost Allocation Plan on March 31, 2021.
- ii. The District is seeking a qualified financial consultant to develop the Plan, thereby ensuring the District is utilizing comprehensive indirect cost rates, and accurately accounting for the true cost of providing services to the District's partners and the public. The District's goal is to have a well-documented and defensible cost allocation plan; identifying overhead rates that can be used in the calculation of billable hourly rates for grants, and other District billings.
- iii. Submittals were due May 14, 2021 at 4:00 pm. GM King scheduled a Finance Committee Meeting to review submittals and performed interviews of three (3) respondents on May 25, 2021.
- iv. Following the Finance Committee meetings, a recommendation from the

**TITLE: General Manager's Report – January 2022**

- Committee was made to award the contract to Matrix Consulting Group.
- v. PSA was executed on June 30, 2021.
  - vi. Staff met with Matrix Consulting Project Team on July 29 for a Cost Allocation Plan Kick-off Meeting.
  - vii. Throughout August and September, staff fulfilled several complex data collection requests from Matrix. The project team will analyze information to understand district departments, services, line items, activities, and funding sources to determine which services should be allocated toward overhead costs.
  - viii. District received the draft Cost Allocation Plan from Matrix Consulting Group on November 19, 2021. Finance Committee reviewed the Report on November 23, 2021.
  - ix. Board approved the Cost Allocation Plan and Rates on December 10, 2021.
- f. Strategic Communication Services
- i. GM King issued a Request for Qualifications for Strategic Communication Services on June 15, 2021.
  - ii. District received four (4) qualified submittals on July 30, 2021.
  - iii. Board of Trustees approved award of contract with Allen Strategic at the August 2021 Board meeting. Professional Services Agreement was executed with Allen Strategic on August 17, 2021.
  - iv. Board President Gilbert approved the revised Scope of Services for Financial Plan Outreach and Education on December 1, as authorized by the Board in November 2021. GM King distributed the approved Scope to the Trustees as requested.

**2. District Operations**

a. Routine Operations & Maintenance:

- i. District Crews continue to perform routine maintenance and operations of the District's infrastructure. See Agenda Item 4.2 for information regarding activities performed in December 2021.

**3. Capital Improvement Projects**

a. CIP Update

- i. District entered into Professional Services Agreement with KSN, Inc. on November 12, 2019. A kickoff meeting was held on December 2, 2019.
- ii. Condition Assessment and Facility Inventory finalized in December 2019.
- iii. KSN prepared Draft Final Report and presented the aforementioned report to the Board of Trustees on June 12, 2020.
- iv. On August 14, 2020, the Board of Trustees adopted the Capital

Improvement Plan Update with minor revisions to the draft presented. The Final adopted CIP was provided to the Board on September 11, 2020.

- v. Staff met with KSN in April to discuss a Scope of Services for pre-engineering work for planned Capital Improvement Projects for Fiscal Year 2021/2022.
- vi. KSN is currently working on Pumping Plant #8 Preliminary Design and construction phasing plan.

#### **4. Natomas Levee Improvement Projects**

Due to the holidays, there was little change in the status of the various Natomas Levee Project reaches. However, we did make progress on identifying potential borrow sources including a new site near the Sacramento Regional Sanitation District treatment plant; the Corps and SAFCA are coordinating on testing/permits. The Corps continues with steps necessary for material from their Lower American River bank protection sites as well as a levee site in the Pocket area to be delivered for use on the Natomas Project. They are also drafting a contract modification for Reach A to use a commercial borrow source. This would allow borrow from the Kaufmann property to be used for Reaches E, F and G. Recently District staff reached out to the Sutter Pointe developers who may have excess material from their proposed mass grading that could be used on the Natomas Levee Project.

##### **a. Reach A**

- i. The Contract was awarded in September 2021 to Ahtna-Great Lakes (joint venture) for the base contract. Construction is still scheduled to commence in 2022 for three years pending resolution of borrow.
- ii. Work at Plants 1A and 1B are options for Reach A contract to be awarded following resolution of an issue the Corps has with the SAFCA/RD 1000 agreement for work at Plant 1. The District is working with SAFCA and Corps Counsel to resolve the issue to ensure Plant 1A and 1B are operational for the flood season during the project.
- iii. Tree removal work started in November and continued through December until weather shut the work down. SAFCA/State continue coordinating with the Corps on SMUD, AT&T and PGE relocations.

##### **b. Reach B**

- i. Construction continued on Reach B including relocation of the Riverside Canal and replacement of other Natomas Water Company facilities. The Corps is working on logistics to have borrow for Reach B to be delivered from work on the Lower American River sites and Pocket Area levee in 2022.
- ii. Work at Plant 3 was impacted by the current weather conditions delaying completion. District staff has been coordinating with Corps Project Management team to monitor construction on outfall, discharge pipes, pumps and electrical to get plant operational. Current schedule is to have

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Plant 3 operational for emergencies by late January and fully operational by late February 2022. Garden Highway will remain closed between San Juan Rd and Powerline Rd until the discharge pipe construction is complete.

- iii. Construction at the I-5 window crossing the Sacramento River south of Bayou Road consists of levee widening, construction of a seepage berm on the landside, and intersection modifications for North Bayou Way and Garden Highway. The contractor has winterized the site with coordination from District field staff. The Corps is evaluating the current contract as it relates to contractor selection for project completion next year.
- c. Reach C
  - i. The Reach C project is complete, and the District is providing the operation and maintenance.
- d. Reach D
  - i. The reconstruction of Pumping Plant 4, discharge pipes and outfall structure has entered month 9. The plant will non-operational this flood season as the electrical protection equipment procurement is 36 weeks from the order date of 2/14/21. Completion target date of Plant 4 is September 2022.
  - ii. The Corps is working on the package to turn the previously completed levee improvements in Reach D over to the non-federal sponsors (and RD 1000) though the District has effectively taken over the O&M of the levee.
- e. Reach E
  - i. The State, SAFCA and RD 1000 continue to work with the design team to resolve our comments on the 95% plans. The Corps has scheduled a “plans in hand meeting” for February 2022 when the 100% plans are expected to be complete. Currently, the proposed borrow site is the Kaufman property adjacent to the project. Critical issue continues to be securing right of way and coordination with PG&E to move their utility lines outside the proposed levee construction. The current scheduled contract award date is September 2022 with construction in 2023 and 2024.
  - ii. SAFCA and State DWR have initiated right of way acquisition based on the ROW Take letter from the Corps issued in July. Appraisals have been completed and offers made. SAFCA is proceeding with a Resolution of Necessity for 3 parcels in February 2022 but hopes to negotiate resolution and avoid the eminent domain actions.
- f. Reach F
  - i. The Corps issued the 65% plans on December 23, with comments due by January 12, 2022. The Corps is proposing a site visit for February 2022.



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- ii. State and SAFCA continue working with the Corps on key issues affecting design; particularly the proposed takes on properties with existing structures, the work near Pumping Plant No. 6 and a borrow source. A portion of the borrow is proposed from the Kaufmann site sharing with Reach E. There is a deficit of 250,000 cy needed to complete Reach F and G. Recently, RD 1000 staff reached out to the Sutter Pointe developers and there may be approximately 200,000 cy of excess material from their mass grading that could be available for the levee project. Contract Award still scheduled for 2022 and construction in 2023 and 2024 if a borrow site can be identified.
- g. Reach G
  - i. See notes above for Reach F as Reaches F and G are combined into a single design and construction contract.
- h. Reach H
  - i. The Corps is processing the contract modification to complete the fence relocations, patrol road and I-80 berm. SAFCA continues acquisition of rights needed to complete patrol road and fence relocations. This project will continue through 2022 as these contract modifications are negotiated and rights of way acquired. Paving has been completed from the Arden/Garden Connector to Pump Plant #8.
- i. Reach I
  - i. Construction of the cutoff wall has been completed and project finalization and turnover to SAFCA and the District is in progress.
  - ii. Design for the Reach I Contract 2 to construct a patrol / maintenance road and perform levee slope flattening has been completed. SAFCA is working on real estate acquisition and coordination with utilities for relocation. Contract for tree removal to be awarded in January 2022 for public parcels pending right of way acquisition; trees on private parcels will be removed in late 2022. The levee construction is scheduled to be done in 2023.
- j. Other Projects
  - i. Plant 5 replacement—Design for Plant 5 replacement has been delayed to 2022 due to lack of funding. Corps is coordinating with SAFCA on the designer selection
  - ii. Highway 99 – HDR Engineers are doing the design for the closure of the Highway 99 crossing gap at the Natomas Cross Canal. The proposed fix is a slurry wall either across the freeway lanes from the top of the levee or along the waterside under the bridge with a clay cap placed on the waterside slope. The Corps and State will coordinate with Caltrans on the preferred alternative. The 35% plans have been submitted assuming the freeway crossing is the preferred alternative.

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- iii. A Value Engineering study for the Highway 99 Project was conducted in December with some minor cost savings and construction techniques to reduce traffic impacts identified. The VE team confirmed the preferred alternative being across the freeway if required traffic control can be coordinated with Caltrans.

**5. Miscellaneous**

a. DWR Flood Maintenance Assistance Program (FMAP)

- i. District was notified by DWR of approval of FMAP funds for 2021/2022. District will receive \$792K in award in FY 2021/2022.
- ii. General Manager King signed the FMAP 2021/2022 Funding Agreement and submitted to DWR on October 7.
- iii. Funding Agreement for FY 2021/2022 was executed on March 23, 2021.
- iv. District submitted an application for FMAP 2022/2023 funds on May 28, 2021.
- v. GM King awarded construction contract to Emerald Site Services on September 3, 2021 for Vegetation Removal. Emerald was the sole respondent to the District's Request for Proposals, as has been the case in the two previous FMAP Grants.
- vi. Vegetation Removal has been completed for FMAP FY 2021/2022.
- vii. General Manager King signed the Funding Agreement for FMAP FY2022/2023 on November 4, 2021.

b. Sacramento Area Flood Control Agency (SAFCA)

- i. Board Meeting – December 16, 2021 (Attachment No. 1)

c. System Wide Improvement Framework (SWIF)

- i. The District submitted a revised SWIF to the Central Valley Flood Protection Board and the United States Army USACE of Engineers on August 31, 2020, awaiting approval.
- ii. Board of Trustees approved outreach Scope of Services with Allen Strategic in November 2021. GM King is working with Allen Strategic to implement the outreach before the end of the year, with an initial letter out to Garden Highway property owners with encroachments that need to be corrected in 2022.

d. Natomas Basin Hydraulic Model

- i. Board of Trustees approved contract with CESI on October 9, 2020.
- ii. District held kick-off meeting on February 3, 2021.
- iii. GM King is coordinating with City and County on funding agreement. City approved the agreement in April 2021 and Sacramento County approved

**TITLE: General Manager's Report – January 2022**

the agreement on May 4, 2021. GM King is working to collect signatures to execute the agreement and subsequently invoice the City and County respectively.

iv. Project Schedule was provided to the Board in May.

**ATTACHMENTS:**

1. SAFCA Board Meeting – December 16, 2021

**STAFF RESPONSIBLE FOR REPORT:**



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Kevin L. King, General Manager

Date: 01/06/2022



## **Board of Directors Action Summary of December 16, 2021 - 3:00 PM**

### **WEBEX MEETING**

**Directors/Alternates Present:** Ashby, Avdis, Conant, Desmond, Harris, Hedges, Holloway, Jennings, Jones, Kennedy, Nava, Nottoli, and Shah.

**Directors Absent:** None

#### **ROLL CALL**

#### **PUBLIC COMMENTS**

#### **EXECUTIVE DIRECTOR'S REPORT**

1. Information - Executive Director's Report for December 16, 2021 (Johnson)

#### **CONSENT MATTERS**

Motion by Director Conant and seconded by Director Jones to approve Resolution Nos. 2021-133; 2021-134; 2021-135; 2021-136; 2021-137; 2021-138; 2021-139; 2021-140; 2021-141; and 2021-142 of Consent Matters.

AYES: Avdis, Conant, Desmond, Frost, Harris, Holloway, Jennings, Jones, Kennedy, Nottoli, Shah, Nava

NOES: (None)

ABSTAIN: (None)

ABSENT: Ashby

RECUSAL: (None)

2. Approving the Action Summary for November 18, 2021 (Russell)
3. Resolution No. 2021-133 - Proclaiming a Local Emergency Persists, Re-Ratifying the COVID-19 State of Emergency, and Re-Authorizing Remote Teleconference Meetings of the Sacramento Area Flood Control Agency Board of Directors Pursuant to the Ralph M. Brown (Johnson)
4. Resolution No. 2021-134 - Authorizing the Executive Director to Enact Cost of Living Adjustments Pursuant to the SAFCA Administered Personnel Management System Policies and Procedures (Campbell)
5. Resolution No. 2021-135 - Authorizing the Executive Director to Execute Amendment No. 3 to Contract No. 1281 with Larsen Wurzel & Associates, Inc. for Financial Management Support Services Related to SAFCA's Levee Accreditation Program (Ghelfi)
6. Resolution No. 2021-136 - Authorizing the Executive Director to Execute Amendment No. 4 to Contract No. 1446 with Larsen Wurzel & Associates, Inc. for Financial Management and General Engineering Support Services Related to State Funding Agreements for the Natomas Levee Improvement Project (Bassett)
7. Resolutions - Natomas Levee Improvement Project (Bassett)
  - A. Resolution No, 2021-137 - Authorizing the Executive Director to Execute Amendment No. 1 to the Real Property Exchange Agreement Between the Natomas Basin Conservancy and the Sacramento Area Flood Control Agency Regarding the Natomas Levee Improvement Program - Natomas Basin Project Sacramento River East Levee Improvements
  - B. Resolution No. 2021-138 - Authorizing the Executive Director to Execute a Grant Deed Conveying Portions of Sacramento County APNs 225-0090-014 and 225-0110-050 to the Natomas Basin Conservancy as Exempt Surplus Land

Pursuant to Cal Gov Code 25365(b), the Board requires a 4/5 vote to exchange property.

8. Resolution No. 2021-139 - Authorizing the Executive Director to Acquire a New Access Easement for Sacramento County APN 126-0480-004 and Quitclaim the Existing Access Easement for the Same Parcel (DeGroot)  
  
Pursuant to Cal Gov Code 25365(b), the Board requires a 4/5 vote to exchange property
9. Resolution No. 2021-140 - Authorizing the Executive Director to Execute Contract Change Order No. 3 to Construction Contract No. 4495 for the Lower Elkhorn Basin Levee Setback Project Interior Drainage Project, Yolo County, California (Tibbitts)
10. Resolution No. 2021-141 - Authorizing the Executive Director to Execute Amendment No. 6 to Contract No. 1513 with RJH Consultants, Inc., for Professional Engineering Services Related to the Folsom Dam Raise Project Dikes 1-6 for Cost Optimization Alternatives (Jawanda)
11. Resolution No. 2021-142 - Authorizing Amendment to Supplemental Retirement Plan Necessary to Implement Hardship Distribution Provisions of the Bipartisan Budget Bill of 2018 (Campbell)

## **SEPARATE MATTERS**

12. Information - Fixing the Employer Contribution Under the Public Employees' Medical And Hospital Care Act at an Equal Amount for Employees and Annuitants (Campbell)
13. Resolution No, 2021-143 - Authorizing the Executive Director to Execute a Termination Agreement with The Natomas Basin Conservancy Regarding Mitigation Land Management Activities for the Natomas Levee Improvement Program (Bassett/Saucier)

Motion By Director Rich Desmond, seconded by Director Mat Conant to Approve Resolution No. 2021-143

AYES: Ashby, Avdis, Conant, Desmond, Frost, Harris, Holloway, Jennings, Jones, Kennedy, Nottoli, Shah, Nava

NOES: (None)

ABSTAIN: (None)

ABSENT: (None)

RECUSAL: (None)

14. Resolution No. 2021-144 - Recognizing K.C. Sorgen for her Contributions to the Sacramento Area Flood Control Agency (Johnson)

Motion By Director Brian Holloway, seconded by Director Rick Jennings to Approve Resolution No. 2021-144.

AYES: Avdis, Conant, Desmond, Frost, Harris, Holloway, Jennings, Jones, Kennedy, Shah, Nava

NOES: (None)

ABSTAIN: (None)

ABSENT: Ashby, Nottoli

RECUSAL: (None)

15. Resolution No. 2021-145 - Recognizing William H. Edgar for His Years of Service On the Occasion of His Retirement from the Central Valley Flood Protection Board(Johnson)

Motion By Director Brian Holloway, seconded by Director Rick Jennings to Approve Resolution No. 2021-145

AYES: Avdis, Conant, Desmond, Frost, Harris, Holloway, Jennings, Jones, Kennedy, Shah, Nava

NOES: (None)

ABSTAIN: (None)

ABSENT: Ashby, Nottoli

RECUSAL: (None)

## **RECIEVE AND FILE**

## **ADJOURN**

Respectfully submitted,  
Lyndee Russell



## RECLAMATION DISTRICT 1000

DATE: JANUARY 14, 2022

AGENDA ITEM NO. 4.2

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TITLE: Operations Manager's Report – January 2022

SUBJECT: Update on Activities Since the December 2021 Board of Trustees Meeting

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### EXECUTIVE SUMMARY:

This Staff Report is intended to inform the Board and serve as the official record of the activities the District's field staff engaged in for the month of December 2021. As well as provide information regarding District facility use and local weather impacts on District facilities and river levels. Noteworthy activities include placement of  $\frac{3}{4}$ " AB along district roads as well as garbage removal along Garden Highway and the Natomas East Main Drainage Canal. Pumping Plant 6 is now operational after 20 years of sitting dormant, this has proven to be helpful in managing northern drainage canal levels. Staff along with J. Franco Electric performed PP#8 electrical and communication repairs, six out of the nine pumps are now operational. Bryan Hall successfully completed a comprehensive air conditioning training and certification course. Communicating with Tesco as it relates to upgrading our current SCADA system with alarm callouts. We currently have visual alarms for pump and trash rake failures; however, there are currently no alarm callouts. If we have a pump or trash rake failure, staff needs to be notified immediately, this is possible with an alarm callout message feature. I will update as the process continues. District staff performed debris and homeless camp removal along E. Levee Road at Sotnip and Del Paso in coordination with Sac County, Sac County Sheriff's, City of Sacramento Department of Community Response and Forensic Clean.

### RECOMMENDATION:

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

### ATTACHMENTS:

1. Operations Manager's Report Data Sheet

### STAFF RESPONSIBLE FOR REPORT:

Gabriel J. Holleman, Operations Manager

Date: 01/14/2022

Kevin L. King, General Manager

Date: 01/14/2022

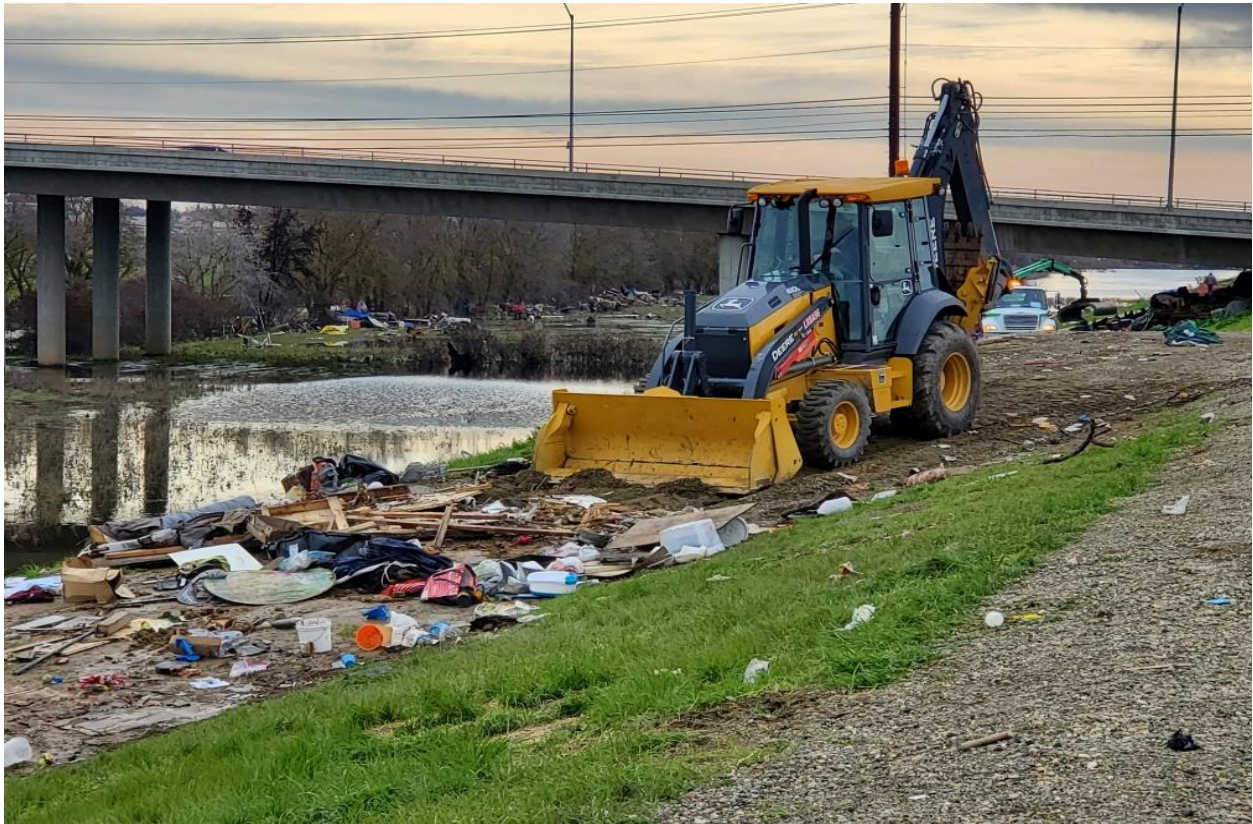


**TITLE: Operations Manager Report**





**TITLE: Operations Manager Report**





**TITLE: Operations Manager Report**





**TITLE: Operations Manager Report**



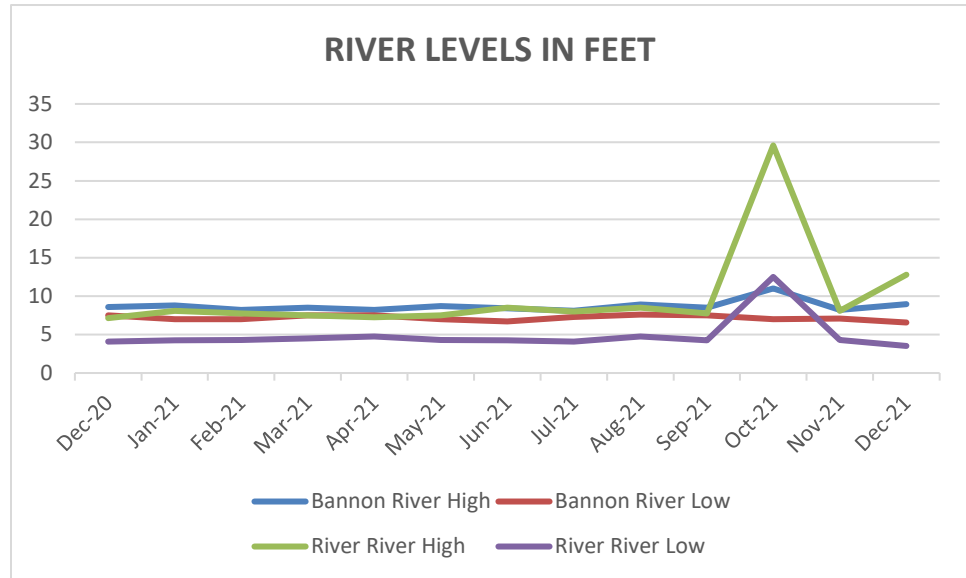


# Operations Manager's Report December 2021

**River Levels:**

**Bannon** H: 8.97'  
L: 6.57'

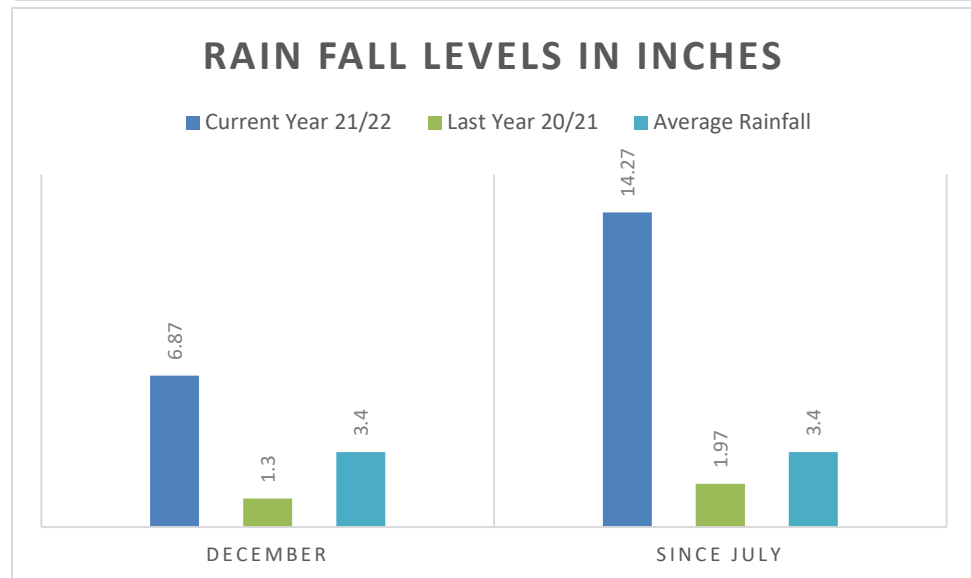
**River** H: 12.77'  
L: 3.52'



**Rain Fall Totals:**

December 2021  
Rain Totals = 6.87"  
Average Rainfall = 3.4"

Rain Totals Since  
July 1, 2021 = 14.27"



**Safety Topics for the Month of December**

- Watch Out For Falling Objects When Working Inside Excavations
- Be Aware Of Potentially Hazardous Atmospheres Insided Excavations
- Osha Rules About Walking Or Driving Across Open Excavations
- Personal Protective Equipment- Hard Hats Dos & Don'ts

**District Requests Received**

The District received multiple requests related to trash, debris and abandoned vehicles along District facilities. Staff and local law enforcement were deployed to remove these items within District

boundaries.

The chart below represents various activities the field crew spent their time working on during the month of December, 2021.

RD 1000 Field Crew	*Field Hours Worked	Activity
	402	Pump Rounds
	155	Equipment Maintenance
	150	Access Roads AB Program
	88	Garbage Removal
	52	Pumping Plant Maintenance
	24	Grounds & Maintenance

*\*Hours worked do not include the Operations Manager's time.*

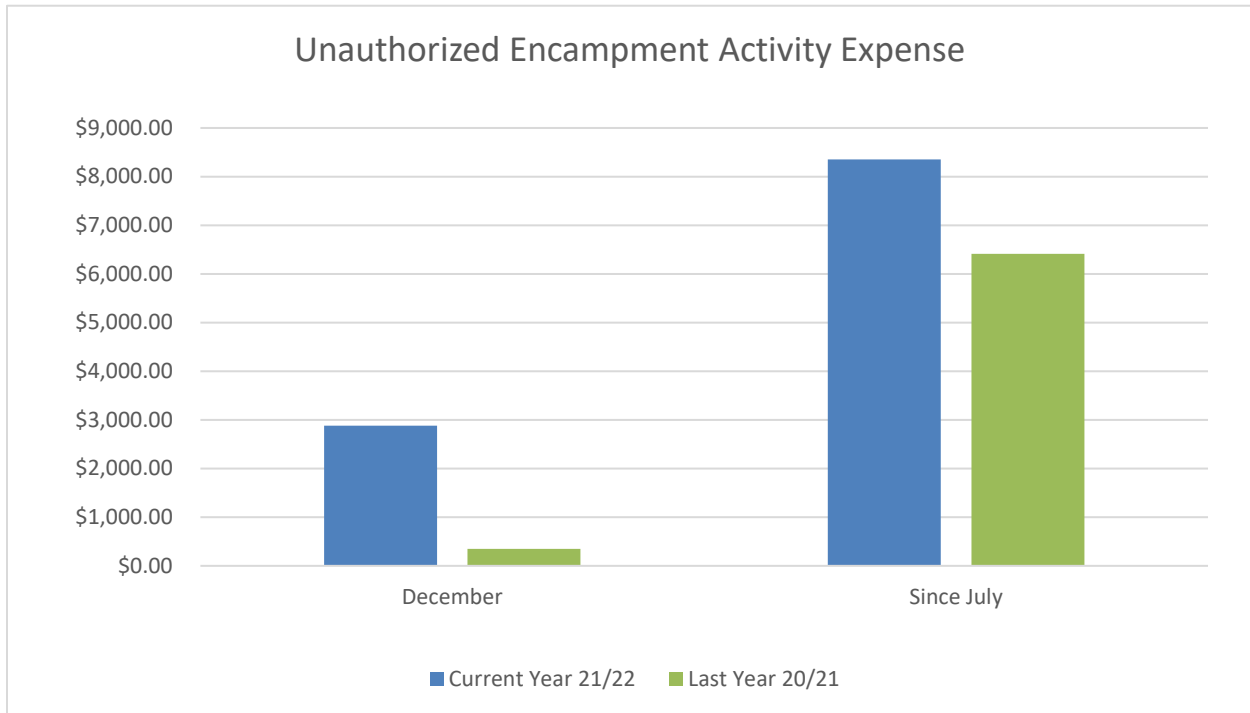
### Pumping

Please see the pumping data below as it relates to the month of December within the Basin. Pump totals in the month of December were 21,188.74 Ac-ft. District pumping plants ran 7794.80 Hrs and removed 40,399.71 Ac-ft from the basin in the 2021 Calendar year.

Pumping Plant	Pump	Hours / Ac-ft
<b>Plant 1B</b>	Pump #1	7.7 Hrs / 75.46 Ac-ft
	Pump #2	34.6 Hrs / 339.08 Ac-ft
	Pump #3	10.2 Hrs / 173.28 Ac-ft
	Pump #4	139.4 Hrs / 1366.12 Ac-ft
	Pump #5	12.8 Hrs / 125.44 Ac-ft
	Pump #6	477.3 Hrs / 4677.54 Ac-ft
<b>Plant 2</b>	Pump #1	98.1 Hrs / 647.46 Ac-ft
	Pump #2	402.6 Hrs / 1167.54 Ac-ft
<b>Plant 5</b>	Pump #1	23.6 Hrs / 151.04 Ac-ft
	Pump #4	17.8 Hrs / 51.62 Ac-ft
<b>Plant 6</b>	Pump #1	23.6 Hrs / 151.04 Ac-ft
	Pump #4	17.8 Hrs / 51.62 Ac-ft
<b>Plant 8</b>	Pump #1	52.6 Hrs / 552.3 Ac-ft
	Pump #2	128.8 Hrs / 1352 Ac-ft
	Pump #3	575.3 Hrs / 2186.14
	Pump #6	264.4 Hrs / 2776.20 Ac-ft
	Pump #7	276.2 Hrs / 2900.10 Ac-ft
	Pump #8	222 Hrs / 2109 Ac-ft

**Unauthorized Encampment Activity** During the month of December, the District spent a total of 36 hours on unauthorized encampment related work with a total cost to the District of \$2881.44. This total includes labor, \* equipment costs.

**Unauthorized Encampment Activity – Year to Date** This fiscal year to date the District has spent a total of 69 crew hours on unauthorized encampment activity for a total cost to the district of \$8353.47. This total includes labor,\* equipment costs.





## RECLAMATION DISTRICT 1000

DATE: JANUARY 14, 2022

AGENDA ITEM NO. 4.3

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**TITLE:** District Counsel's Report – January 2022

**SUBJECT:** Update on Activities Since the December 2021 Board of Trustees Meeting

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**EXECUTIVE SUMMARY:**

Reclamation District 1000's (RD 1000; District) General Counsel, Rebecca Smith and/or Scott Shapiro to provide verbal report of work performed during the month of December 2021.

**ATTACHMENTS:**

None

**STAFF RESPONSIBLE FOR REPORT:**

---

Kevin L. King, General Manager

Date: 01/06/2022





## RECLAMATION DISTRICT 1000

DATE: JANUARY 14, 2022

AGENDA ITEM NO. 5.1

---

**TITLE:** Approval of Minutes

**SUBJECT:** Approval of Minutes from December 10, 2021 Regular Board Meeting and January 5, 2022 Special Board Meeting

---

**EXECUTIVE SUMMARY:**

This staff report serves as the official record of the Board of Trustees monthly meetings. This document details meeting participants, proof of items discussed, summaries of board meeting discussion, and the Board's actions.

Staff recommends Board approval of meeting minutes from the December 10, 2021 Regular Board Meeting (Attachment No. 1) and the January 5, 2022 Special Board Meeting (Attachment 2).

**BACKGROUND:**

The Ralph M. Brown Act (Gov. Code §54950 et seq.) governs meetings by public commissions, boards and councils, and public agencies in California. The Act facilitates public transparency and public participation in local government decisions. The Act also contains specific exemptions from the open meeting requirements where governmental agencies have a demonstrated need for confidentiality. To further comply with transparency, Reclamation District No. 1000 documents meetings of the Board of Trustees through Board Minutes.

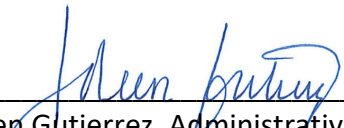
**RECOMMENDATION:**

Staff recommends the Board approve the Minutes from December 10, 2021, Regular Board Meeting and January 5, 2022 Special Board Meeting.

**ATTACHMENTS:**

1. December 10, 2021 Board Meeting Minutes
2. January 5, 2022 Special Board Meeting Minutes

**STAFF RESPONSIBLE FOR REPORT:**

  
\_\_\_\_\_  
Joleen Gutierrez, Administrative Service Manager

Date: 01/06/2022

  
\_\_\_\_\_  
Kevin L. King, General Manager

Date: 01/06/2022



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

**DECEMBER 10, 2021  
MEETING MINUTES**

In compliance with CA Assembly Bill 361, members of the Board of Trustees and members of the public will participate in this meeting by teleconference. This meeting was recorded without objection. Present were Board President Thom Gilbert; Board Vice President Elena Lee Reeder; Trustee Nick Avdis; Trustee Jag Bains; Trustee Tom Barandas; Trustee Chris Burns; Trustee Debra G. Jones; Co-General Counsel Rebecca Smith; General Manager Kevin King; Operations Manager Gabriel Holleman; Administrative Services Manager Joleen Gutierrez, Administrative Assistant Christina Forehand.

**1. PRELIMINARY**

1.1. Call Meeting to Order

Board President Thom Gilbert called the meeting to order.

1.2. Roll Call

Present: Trustee Thom Gilbert, Trustee Elena Lee Reeder, Trustee Nick Avdis (left the meeting at 10 am), Trustee Jag Bains, Trustee Tom Barandas, Trustee Chris Burns, Trustee Debra G. Jones  
Absent: None

1.3. Approval of Agenda

There were no changes to the agenda.

1.4. Pledge of Allegiance

Board President Thom Gilbert led the Pledge of Allegiance.

1.5. Election of Board President and Vice President

Every December, the Board elects the Board President and Vice President, allowing the Board President to designate Board Committee assignments and have assignments confirmed at the January Board Meeting. General Manager Kevin opened the floor for nominations.

Trustee Nick Avdis nominated Thom Gilbert to serve as Board President. Thom Gilbert accepted the nomination. There were no other nominations.

MOVED/SECONDED: Trustee Nick Avdis/Trustee Chris Burns

AYES: Trustee Thom Gilbert, Trustee Elena Lee Reeder, Trustee Nick Avdis, Trustee Jag Bains, Trustee Tom Barandas, Trustee Chris Burns, Trustee Debra G. Jones

NOES: None

ABSTAIN: None

ABSENT: None

ACTION: Motion to have Thom Gilbert serve as Board President is approved.

General Manager King opened the floor to nominations for Vice President. Elena Lee Reeder was nominated to serve as Vice President. She accepted the nomination as Vice President. There were no other nominations.

MOVED/SECONDED: Trustee Nick Avdis/Trustee Chris Burns

AYES: Trustee Thom Gilbert, Trustee Elena Lee Reeder, Trustee Nick Avdis, Trustee Jag Bains, Trustee Tom Barandas, Trustee Chris Burns, Trustee Debra G. Jones

NOES: None

ABSTAIN: None

ABSENT: None

ACTION: Motion to have Elena Lee Reeder serve as Board Vice President is approved.

1.6. Designation of Board Secretary

General Manager King stated that every year in December, we designate the Board Secretary. Staff recommends the current secretary continues in that role. Board President Thom Gilbert motioned to have Joleen Gutierrez continue as Board Secretary.

MOVED/SECONDED: Trustee Thom Gilbert/Trustee Chris Burns

AYES: Trustee Thom Gilbert, Trustee Elena Lee Reeder, Trustee Nick Avdis, Trustee Jag Bains, Trustee Tom Barandas, Trustee Chris Burns, Trustee Debra G. Jones

NOES: None

ABSTAIN: None

ABSENT: None

ACTION: Motion to have Joleen Gutierrez serve as Board Secretary is approved.

1.7. Conflict of Interest

There were no conflicts of interest identified.

**2. PRESENTATIONS**

2.1. No Scheduled Presentations

There were no scheduled presentations.

**3. PUBLIC COMMENT (NON-AGENDA ITEMS)**

There were no public comments made.

**4. INFORMATIONAL ITEMS**

4.1. GENERAL MANAGER'S REPORT: Update on activities since the November 2021 Board Meeting. General Manager King gave a verbal update on items not included in the GM's written report.

General Manager Kevin King provided an update on Rosin Court. He is negotiating the Board's deal points, and he will return to the Board with a draft agreement in the first quarter of 2022.

General Manager King made known that high winds and storms are on the horizon, with an estimate of three inches of precipitation. While he believes the District is ready to handle the forecasted storm event, he raises concern due to last year's wind events that knocked out SMUD power poles. After the October storm events, we experienced significant electrical failures at Plant 8. We have since replaced a control module, and the pump is operational; however, considerable wiring repairs are still needed for other pumps at Plant 8 to bring them online. We are currently at 45% pump capacity at Plant 8, which indicates the need to upgrade this facility. The District is under contract with KSN for the design. Wiring upgrade costs alone are already estimated at 100k.

The Plant 4 transformer is installed and operational. We are waiting for the rest of the facility repairs to be completed. Plant 3 still has significant work needed on the discharge pipes to get it running and will be unavailable to us throughout the remainder of the flood season.

Trustee Nick Avdis requested the status of Pumping Plant 1A and 1B. GM King stated 1B is operational, and we have capacity. Pumping Plant 1A is currently unavailable to operate. The CIP calls for complete replacement once funding is available.

GM Kevin King is working to meet with the Corps project management group in January to discuss future contracts on Reach A and working to have our pumping plants available to us during flood season. GM King continues to work with legal counsel, Paul Devereux, and SAFCA on the relocation agreement for Pumping Plant 1A and 1B on assurances and timing, and sequencing of construction projects. Trustee Avdis continues to express great concern that we have only one pumping plant available on the west side of the Basin. He encourages everyone to be hyper-focused on this issue, as our CIP is focused on deferred maintenance, but it is not funded. We need to make additional investments in our infrastructure.

Trustee Chris Burns asked if we have a contingency plan if plants are not placed online during construction. GM King explained that he is working to put contingency plans in place. Although much of this is determined by the Corps.

#### 4.2. OPERATIONS MANAGER'S REPORT: Update on activities since the Nov. 2021 Board Meeting.

A copy of the Operation Manager's Report has been included in the December 10 Board Packet.

General Manager King, made known that weekly trash removal along the rural parts of E. Levee Rd. will soon begin. In places where no one is claiming individual property, staff has no choice but to assume it is debris and remove it to ensure that the District can safely inspect the levee. GM King cautioned that there is a risk involved in removing items. He would like to develop a policy to address the ongoing trash situation. He advised the Board that we may receive complaints from this population moving forward. GM King will also create a draft policy to address the ongoing trash issue for further Board discussion.

Operation's Manager Gabe Holleman states that he has been working with Blankenship & Associates and our chemical supplier to apply a solution along Natomas Cross Canal to reduce native grass growth at a particular stage. Stunting growth reduces the costs associated with mowing several times throughout the year.

#### 4.3. DISTRICT COUNSEL'S REPORT: Update on activities since the November 2021 Board Meeting.

Co-General Counsel Rebecca Smith provided a verbal update on her activities since the November 2021 Board Meeting.

### 5. **CONSENT CALENDAR**

*The Board considers all Consent Calendar items to be routine and will adopt them in one motion.*

Trustee Nick Avdis made a motion to approve the Consent Calendar, with the following change to Item 5.5 Resolution 2021-12-01 – Change the date from October 8 to October 12 to coincide with the Board meeting date.

MOVED/SECONDED: Nick Avdis/Elena Lee Reeder

AYES: Trustee Thom Gilbert, Trustee Elena Lee Reeder, Trustee Nick Avdis, Trustee Jag Bains, Trustee Tom Barandas, Trustee Chris Burns, Trustee Debra G. Jones

NOES: None

ABSTAIN: None

ABSENT: None

ACTION: Motion to approve Consent Calendar Items 5.1 -5.5 with the recommended date change to Item 5.5 Resolution 2021-12-01 is approved.

5.1. APPROVAL OF MINUTES: Approval of Minutes from November 12, 2021, Regular Board Meeting.

5.2. TREASURER'S REPORT: Approve Treasurer's Report for November 2021.

5.3. EXPENDITURE REPORT: Review and Accept Report for November 2021.

5.4. BUDGET TO ACTUAL REPORT: Review and Accept Report for November 2021.

5.5. ASSEMBLY BILL 361: Review and Consider Adoption of Resolution No. 2021-12-01 - Proclaiming a Local Emergency, Ratifying the Covid-19 State of Emergency, and Authorizing Remote Teleconference Meetings of Reclamation District No. 1000 Pursuant to The Ralph M. Brown Act

## **6. SCHEDULED ITEMS**

6.1. AUDITED FINANCIAL STATEMENTS: Review and Receive the Audited Financial Statements for Year-End June 30, 2021.

District Consultant Ingrid Shepline, a managing partner from Richardson & Company, and District Consultant Accountant Robert Merritt from Chavez Accountancy were present. Ms. Shepline provided a verbal overview of Audit Highlights. A copy of the District's FY (Fiscal Year) 20-21 Audited Financial Statements has been included in the December 10 Board Packet. Ms. Shepline described the Audit as clean with no material weaknesses. Also provided is a management letter with recommendations for improving controls and processes.

General Manager Kevin King noted that the Finance Committee recommended the Board Receives and File the Audit Report.

MOVED/SECONDED: Trustee Debra G. Jones/Trustee Jag Bains

AYES: Trustee Thom Gilbert, Trustee Elena Lee Reeder, Trustee Nick Avdis, Trustee Jag Bains, Trustee Tom Barandas, Trustee Chris Burns, Trustee Debra G. Jones

NOES: None

ABSENT: None

ABSTAIN: None

ACTION: Motion to Review and File the FY 20-21 Audited Financial Statements is approved.

6.2. COMPREHENSIVE FINANCIAL PLAN PHASE 2.1: Review and Consider Approval of Phase 2.1 of the District's Comprehensive Financial Plan and Authorize General Manager to Proceed with Phase 2.2.

As directed by the Board, General Manager Kevin King returns to the Board to approve Phase 2.1 (the Property Related Rate Modeling Report) for the District's Comprehensive Financial Plan. He

also seeks authorization to Proceed with Phase 2.2. (Investigate fee-related impacts to individual parcels in the Basin). GM King anticipates returning to the Board to approve a fee in November of 2022 and then starting the public process to enact a fee to increase revenue for the District based on the CIP and other projections in Phase 1 of our Comprehensive Financial Plan. He anticipates the fee being on the County Assessment and Fee Roll by June or July 2023. GM King stated it is the recommendation of the Finance Committee to approve Phase 2.1 and proceed with Phase 2.2.

District Consultant Greg Ghironzi from NBS provided a high-level walk through the Rate Modeling Report 2.1 explaining the difference between taxes, assessments, and property-related fees. A copy of the report has been included in the December 2021 Board Packet.

Trustee Chris Burns requested that NBS reference the source of Customer Class and ISC numbers used. Trustee Burns inquired whether the District will apply the same fees to developers using the same methodology. GM King stated that to be consistent, we would need to update the District's Development Impact Fee to be consistent with the new application of rates.

There were no public comments.

Moved/Seconded: Trustee Thom Gilbert/Trustee Tom Barandas

AYES: Trustee Thom Gilbert, Trustee Elena Lee Reeder, Trustee Nick Avdis, Trustee Jag Bains, Trustee Tom Barandas, Trustee Chris Burns, Trustee Debra G, Jones

NOES: None

ABSENT: None

ABSTAIN: None

ACTION: Motion to approve Phase 2.1 and authorize the General Manager to work with NBS to develop Phase 2.2 and return to the Board with a final recommendation is approved.

6.3. COST ALLOCATION PLAN: Review and Consider Adoption of Resolution 2021-12-02, District's Cost Allocation Plan and Implementation of Full Cost and OMB Compliant Rates.

District Consultant Courtney Ramos from the Matrix Consulting Group presented a project overview of the Cost Allocation Plan, direct and indirect rates, and developed district rates. A report of the Full Cost and OMB Compliant Indirect Cost Rates has been included in the December 2021 Board Packet.

General Manager, Kevin King, asked the Board to approve four different rates for Full Cost Allocation and OMB Compliant Rates which we would use for Federal grants.

GM King would provide notification and a rate sheet to Developers that are currently under agreement. The new cost allocation rate sheet will be updated annually in June based on actuals from the year before.

MOVED/SECONDED: Trustee Debra G. Jones/Trustee Burns

AYES: Trustee Thom Gilbert, Trustee Elena Lee Reeder, Trustee Jag Bains, Trustee Tom Barandas, Trustee Chris Burns, Trustee Debra G. Jones

NOES: None

ABSENT: Trustee Nick Avdis

ACTION: Motion to approve Resolution 2021-12-02 is approved.

6.4. NATOMAS BASIN INTERIOR LEVEE RE-CERTIFICATION: Review and Consider Authorizing the General Manager to Negotiate a Reimbursement Agreement with the City of Sacramento for Funding Geo-Technical Investigations.

General Manager, Kevin King, made known that we have a situation completing levee recertification for the Natomas Basin. The District, Corps, SAFCA, the State, and everyone involved has been working toward FEMA recertification. The community has been told for years that we need to get back to 100-year and 200-year flood protection, and the promise has been that if successful flood insurance may not be required, and the building moratorium has been lifted. That could potentially be a forfeiture if we do not submit a Letter of Map Revision to FEMA for approval in the 2025 timeframe.

SAFCA has been working on the exterior levee, and we are doing our SWIF implementation to remove encroachments is to be able to get recertified on our exterior levee. The second component is interior levee recertification, and the City of Sacramento, as the Floodplain Manager, is responsible.

The City retained KSN, and the consultant identified significant geotechnical data deficiencies to recertify the interior levee system. KSN has identified about \$1 million worth of work that is needed. The District has learned that the City of Sacramento does not have funding (in place today) to complete geotechnical borings that must be initiated by June 2022.

To stay on track with FEMA recertification, GM King proposes that RD1000 make \$1 million available to initiate the work for geotechnical borings to occur by June 2022, providing that we enter into a reimbursement agreement with the City. He states that we already have \$600k budgeted for CIP engineering work, so GM King requests a \$400k budget amendment from the CIP Reserve to fund the \$1 million. He would enter into a favorable agreement with the City with fair and applicable interest. The general manager would work with Counsel Rebecca Smith to negotiate a reimbursement agreement.

MOVED/SECONDED: Trustee Chris Burns/Trustee Nick Avdis

AYES: Trustee Thom Gilbert, Trustee Elena Lee Reeder, Trustee Nick Avdis, Trustee Jag Bains, Trustee Tom Barandas, Trustee Tom Barandas, Trustee Chris Burns, Trustee Debra G. Jones

NOES: None

ABSENT: None

NONE: None

ACTION: The Motion to make a Budget Amendment of \$400k out of reserves and into our CIP and direct the General Manager and District Counsel to negotiate and execute a reimbursement agreement with the City of Sacramento is approved.

**7. BOARD OF TRUSTEE'S COMMENTS/REPORTS**

7.1. BOARD ACTIVITY UPDATES:

7.1.1. RD 1000 Committee Meetings Since Last Board Meeting

- Finance Committee (Gilbert, Bains & Burns) November 23, 2021
- Executive Committee (Gilbert & Lee Reeder) December 1, 2021

7.1.2. RD 1000 Committees No Meetings Since Last Board Meeting

- Legal Committee (Avdis, Barandas & Lee Reeder)
- Operations Committee (Bains, Barandas & Burns)
- Personnel Committee (Jones, Bains & Barandas)
- Urbanization Committee (Lee Reeder, Avdis & Jones)

**8. CLOSED SESSION**

8.1. No Scheduled Closed Session Items

**9. ADJOURN**

MOVED/Seconded: Burns/Gilbert

AYES: Trustee Thom Gilbert, Trustee Elena Lee Reeder, Trustee Nick Avdis, Trustee Jag Bains, Trustee Tom Barandas, Trustee Tom Barandas, Trustee Chris Burns, Trustee Debra G. Jones

NOES: None

ABSENT: Nick Avdis

NONE: None

ACTION: Motion to adjourn the meeting is approved.





RECLAMATION DISTRICT NO. 1000  
BOARD OF TRUSTEES SPECIAL MEETING

JANUARY 5, 2022  
MEETING MINUTES

In compliance with CA Assembly Bill 361, members of the Board of Trustees and members of the public will participate in this meeting by teleconference. This meeting was recorded without objection. Present were Board President Thom Gilbert; Board Vice President Elena Lee Reeder; Trustee Nick Avdis; Trustee Debra G. Jones; Trustee Chris Burns; Trustee Tom Barandas; General Manager Kevin King; and Co-General Counsel Scott Shapiro.

**1. PRELIMINARY**

1.1. Call Meeting to Order

Board President Thom Gilbert called the meeting to order.

1.2. Roll Call

Present: Trustees Chris Burns, Thom Gilbert, Elena Lee Reeder, Debra G. Jones, Tom Barandas, and Nick Avdis

Absent: Trustee Jag Bains

1.3. Approval of Agenda

Approved.

1.4. Pledge of Allegiance

President Thom Gilbert led the Pledge of Allegiance.

1.5. Conflict of Interest (*Any Agenda items that might be a conflict of interest to any Trustee should be identified at this time by the Trustee involved*)

There were no trustee conflicts.

**2. PRESENTATIONS**

No Scheduled Presentations

**3. PUBLIC COMMENT (NON-AGENDA ITEMS)**

There were no public comments.

**4. SCHEDULED ITEMS**

- 4.1. ASSEMBLY BILL 361: Review and Consider Adoption of Resolution No. 2022-01-01 - Proclaiming a Local Emergency, Ratifying the Covid-19 State of Emergency, and Authorizing Remote Teleconference Meetings of Reclamation District No. 1000 Pursuant to The Ralph M. Brown Act.

General Manager Kevin King explained the need to adopt an additional resolution if the Board still desired to meet virtually.

Moved/Seconded: Trustee Debra G. Jones/Trustee Chris Burns

Ayes: Trustee Thom Gilbert, Trustee Debra G. Jones, Trustee Lee Reeder, Trustee Chris Burns, Trustee Nick Avdis, Trustee Tom Barandas

Noes: None

Absent: Trustee Jag Bains

Action: Motion to approve Resolution No. 2022-01-01 is approved.

Trustees Avdis, Barandas, Jones and Burns left the meeting at the conclusion of item 4.1. A quorum of the Board was no longer established. Discussion ensued with the Executive Committee on Agenda Item 4.2.

- 4.2. Review and Discuss Agenda for January 14, 2022 Regular Board of Trustees Meeting  
See Agenda Item 7.1.1 for Executive Committee Meeting Meetings

**5. ADJOURN**

Meeting Adjourned after Item 4.1, when there was no longer a quorum of the Board.



**RECLAMATION DISTRICT 1000**

**DATE: JANUARY 14, 2022**

**AGENDA ITEM NO. 5.2**

**TITLE: Treasurer's Report**

**SUBJECT: Approve Treasurer's Report for December 2021**

**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. Notable fund and cash flow items during December 2021 are featured in the attached Treasurer's Report.

The District maintains funds in the California State Controller Local Agency Investment Fund (LAIF), the Sacramento County Treasurer, and Bank of the West. The District's primary source of income is property assessments. Assessments are collected through respective Sacramento and Sutter County tax bills.

Annually, the Board of Trustees approves a Resolution designating officers and signatories to the Operations and Maintenance Fund held by the Sacramento County Treasurer. The District's Financial Reserve Policy guides current, future, and unexpected funding requirements. The District's Investment Policy guides investments made by the District of any surplus or reserve funds it may have.

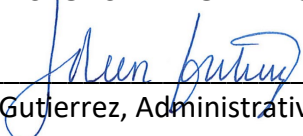
**RECOMMENDATION:**

Staff recommends the Board approve the December 2021 Treasurer's Report.

**ATTACHMENTS:**

1. Treasurer's Report December 2021

**STAFF RESPONSIBLE FOR REPORT:**

  
 \_\_\_\_\_  
 Joleen Gutierrez, Administrative Services Manager

Date: 01/06/2022

  
 \_\_\_\_\_  
 Kevin L. King, General Manager

Date: 01/06/2022

Reclamation District 1000  
Treasurer's Report  
December 2021

Treasurer's Report for December 2021

December 2021	Ending Balance @ 12/31/21
<b>Total Funds at 12/31/21</b>	<b>9,747,038.62</b>
Bank of the West - Checking* (old)/account closed	0.00
Bank of the West - Checking* (new)	100.00
Bank of the West - Money Market	310,456.83
Bank of the West FMAP	206,954.37
Sacramento County Treasurer	5,701,373.06
State Treasurer - Local Agency Investment Fund	1,343,655.63
City of Sacramento - Pool A	2,184,498.73

Included in O&M cash flow below  
Included in O&M cash flow below  
Included in O&M cash flow below  
Included in O&M cash flow below

December 2021 - Operations and Maintenance Cash Flow	Money Market	Operating Checking (old)	FMAP	Operating Checking (new)	Combined O&M
<b>Beginning Balance at 12/1/21</b>	160,554.26	151,916.95	93,801.09	-	406,272.30
Transfers from money market to operating account	(350,100.00)	350,000.00	-	100.00	-
Transfers from LAIF to money market account	500,000.00	-	-	-	500,000.00
Transfer from operating account to FMAP account	-	(449,538.77)	449,538.77	-	-
Monthly interest on money market account	2.57	-	-	-	2.57
Current months receipts	-	1,742.00	-	-	1,742.00
Accounts Payable*	-	(1,692.71)	(292,106.68)	-	(293,799.39)
Payroll	-	(52,427.47)	(44,278.81)	-	(96,706.28)
<b>Ending Balance at 12/31/21</b>	<b>310,456.83</b>	<b>0.00</b>	<b>206,954.37</b>	<b>100.00</b>	<b>517,511.20</b>

\*See Attached Check Register

Current months receipts are made up of the following:

Refund of bank fee from Bank of the West	75.00
Proceeds from scrap metal sales	<u>1,667.00</u>
	<u><u>1,742.00</u></u>



## RECLAMATION DISTRICT 1000

DATE: JANUARY 14, 2022

AGENDA ITEM NO. 5.3

---

**TITLE:** Expenditure Report

**SUBJECT:** Review and Accept Reports for December 2021

---

### EXECUTIVE SUMMARY:

This Staff Report advises the Board of monthly expenditures and explains any expenses outside of the usual course of business. Staff recommends the Board review and accept the Expenditure Reports for December 2021.

#### Expenses

The Administrative Services Manager reviews and the General Manager approves expenditures. This activity is disclosed monthly as an attachment to this staff report. This month's report features transactions from two of the District's financial accounts due to an attempted check fraud incident in December 2021 that forced staff to transfer funds and close the District's checking account.

The December 2021 Expenditure Report for the District's O&M Account (Attachment 1) have a few note items - several voided checks and a \$449k balance transfer to the District's FMAP Money Market Account (Attachment 2). Notable transactions made in December are \$37,533 to Big Valley Divers; \$28,703 to Civil Engineering Solutions, Inc.; \$12,810 to Mead & Hunt; \$128,441 to Murray Trailers, and \$11,668 to Richardson & Co.

The District's Accounting Consultant Rob Merritt has prepared the December 2021 Expenditure Reports for O&M and FMAP to satisfy transparency of all fiscal transactions.

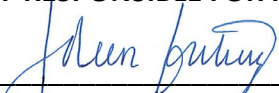
### RECOMMENDATION:

Staff recommends the Board review and accept the Expenditure Reports for December 2021.

### ATTACHMENTS:

1. December 2021 Expenditure Report – O&M Account
2. December 2021 Expenditure Report – FMAP Account

### STAFF RESPONSIBLE FOR REPORT:

  
\_\_\_\_\_  
Joleen Gutierrez, Administrative Services Manager

Date: 01/06/2022

  
\_\_\_\_\_  
Kevin L. King, General Manager

Date: 01/06/2022

# December 2021 Expenditure Report – O&M

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>Cash and Investments</b>							<b>151,916.95</b>
<b>1010.00 · Bank of the West Checking Acct</b>							<b>151,916.95</b>
Transfer	12/01/2021			Funds Transfer	100,000.00		251,916.95
General Journal	12/01/2021		Bank of the West	Service charge rebate	40.00		251,956.95
General Journal	12/01/2021		Bank of the West	Monthly service charge		40.00	251,916.95
General Journal	12/01/2021		Sims Metal Management	November 2021 scrap metal sales	1,667.00		253,583.95
General Journal	12/02/2021			12/3/21 payroll activity		52,427.47	201,156.48
Check	12/02/2021	EFT	Cal Pers			939.38	200,217.10
Bill Pmt - Check	12/06/2021	50848	Airgas NCN	VOID: Inv 9984758595	0.00		200,217.10
Bill Pmt - Check	12/06/2021	50849	Big Valley Divers, Inc.	VOID:	0.00		200,217.10
Bill Pmt - Check	12/06/2021	50850	Brookman Protection Services, Inc.	VOID: Inv 21-119	0.00		200,217.10
Bill Pmt - Check	12/06/2021	50851	Cintas	VOID:	0.00		200,217.10
Bill Pmt - Check	12/06/2021	50852	County of Sacramento - Municipal Servces	VOID: Inv 66060	0.00		200,217.10
Bill Pmt - Check	12/06/2021	50853	Dossier Systems	VOID: Inv 51113	0.00		200,217.10
Bill Pmt - Check	12/06/2021	50854	Jani-King	VOID: Inv 12210169	0.00		200,217.10
Bill Pmt - Check	12/06/2021	50855	Mead & Hunt	VOID: Inv 323530	0.00		200,217.10
Bill Pmt - Check	12/06/2021	50856	Placer Electric, Inc.	VOID: Inv 22006-6153	0.00		200,217.10
Bill Pmt - Check	12/06/2021	50857	Powerplan	VOID: Inv 13055698	0.00		200,217.10
Bill Pmt - Check	12/06/2021	50858	Richardson & Company LLP	VOID: Inv 111872	0.00		200,217.10
Bill Pmt - Check	12/06/2021	50859	Streamline Supply Industrial Hardware LLC	VOID: A14COAB6-0013	0.00		200,217.10
Bill Pmt - Check	12/06/2021	50860		VOID: Inv 547829/1	0.00		200,217.10
Bill Pmt - Check	12/06/2021	50861	US Bank Corp	VOID:	0.00		200,217.10
Bill Pmt - Check	12/06/2021	50862	Valley Truck & Tractor Company	VOID: Inv 1134731	0.00		200,217.10
Bill Pmt - Check	12/06/2021	12062021	Alhambra & Sierra Springs	Inv 61692120321		103.02	200,114.08
Bill Pmt - Check	12/06/2021	34051065439	City of Sacramento	Acct 7029676079		4.65	200,109.43
Bill Pmt - Check	12/06/2021	11678317251	Comcast	December 2021		248.60	199,860.83
Bill Pmt - Check	12/08/2021	45714581	PG&E			222.59	199,638.24
Bill Pmt - Check	12/08/2021	50863	AT&T	VOID: Inv 017409390	0.00		199,638.24
Bill Pmt - Check	12/08/2021	50864	Chavez Accountancy Corporation	VOID: Inv 5096	0.00		199,638.24
Bill Pmt - Check	12/08/2021	50865	Green Light Termite and Pest	VOID: Inv 012417146	0.00		199,638.24
Bill Pmt - Check	12/08/2021	50866	Main Street Motors	VOID:	0.00		199,638.24
Bill Pmt - Check	12/08/2021	50867	Murray Trailers	VOID: FMAP Trailer	0.00		199,638.24
Bill Pmt - Check	12/08/2021	50868	US Bank Corp	VOID: Acct ending 1282	0.00		199,638.24
Transfer	12/10/2021			Funds Transfer	250,000.00		449,638.24
Check	12/10/2021	EFT	ADP			99.47	449,538.77
Bill Pmt - Check	12/13/2021	50869	ACWA JPIA	VOID: Inv 0678306	0.00		449,538.77
Bill Pmt - Check	12/13/2021	50870	Blankinship & Associates, Inc.	VOID: Inv 7840	0.00		449,538.77

Bill Pmt - Check	12/13/2021	50871	Bode & Bode	VOID: Inv 81108	0.00	449,538.77
Bill Pmt - Check	12/13/2021	50872	Carson Landscape Industries	VOID: Inv 255701	0.00	449,538.77
Bill Pmt - Check	12/13/2021	50873	Cintas	VOID:	0.00	449,538.77
Bill Pmt - Check	12/13/2021	50874	Downey Brand LLP	VOID:	0.00	449,538.77
Bill Pmt - Check	12/13/2021	50875	Kimball Midwest	VOID: Inv 9429380	0.00	449,538.77
Bill Pmt - Check	12/13/2021	50876	NBS	VOID: Inv 1221000064	0.00	449,538.77
Bill Pmt - Check	12/13/2021	50877	Yolo County Public Works	VOID: November 2021	0.00	449,538.77
Check	12/14/2021	EFT	Bank of the West		35.00	449,503.77
Transfer General Journal	12/14/2021 12/16/2021			Funds Transfer	449,538.77	-35.00
				Bank fee refund	35.00	0.00
Total 1010.00 · Bank of the West Checking Acct					<u>351,742.00</u>	<u>503,658.95</u>
					<u>351,742.00</u>	<u>503,658.95</u>
					<u><b>351,742.00</b></u>	<u><b>503,658.95</b></u>
						<u><b>0.00</b></u>

Activity Summary

Transfers from money market account	350,000.00
Transfers to FMAP account	-449,538.77
Refund of bank fees	75.00
Proceeds from scrap metal sales	1,667.00
Payroll disbursements	-52,427.47
Accounts payable disbursements	<u>-1,692.71</u>
Net activity	<u><u>-151,916.95</u></u>

## December 2021 Expenditure Report – FMAP

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>Cash and Investments</b>							<b>93,801.09</b>
<b>1060.00 · Bank of the West FMAP</b>							<b>93,801.09</b>
Transfer General Journal	12/14/2021			Funds Transfer	449,538.77		543,339.86
General Journal	12/15/2021			12/15/21 payroll activity		13,028.14	530,311.72
General Journal	12/15/2021			12/15/21 payroll activity		31,250.67	499,061.05
Bill Pmt - Check	12/17/2021	60000	ACWA JPIA	Inv 0678306		1,664.74	497,396.31
Bill Pmt - Check	12/17/2021	60001	Airgas NCN	Inv 9984758595		393.10	497,003.21
Bill Pmt - Check	12/17/2021	60002	AT&T	Inv 017409390		392.31	496,610.90
Bill Pmt - Check	12/17/2021	60003	Big Valley Divers, Inc.			37,533.00	459,077.90
Bill Pmt - Check	12/17/2021	60004	Blankinship & Associates, Inc.	Inv 7840		2,500.00	456,577.90
Bill Pmt - Check	12/17/2021	60005	Bode & Bode	Inv 81108		652.24	455,925.66
Bill Pmt - Check	12/17/2021	60006	Brookfield Natomas LLC	Customer Deposit Refund (Grandpark)		5,000.00	450,925.66
Bill Pmt - Check	12/17/2021	60007	Brookman Protection Services, Inc.	Inv 21-119		7,800.00	443,125.66
Bill Pmt - Check	12/17/2021	60008	Carson Landscape Industries	Inv 255701		765.00	442,360.66
Bill Pmt - Check	12/17/2021	60009	Chavez Accountancy Corporation	Inv 5096		2,975.00	439,385.66
Bill Pmt - Check	12/17/2021	60010	Cintas			382.18	439,003.48
Bill Pmt - Check	12/17/2021	60011	Civil Engineering Solutions, Inc			28,703.02	410,300.46
Bill Pmt - Check	12/17/2021	60012	County of Sacramento - Municipal Servces	Inv 66060		655.25	409,645.21
Bill Pmt - Check	12/17/2021	60013	Dossier Systems	Inv 51113		902.00	408,743.21
Bill Pmt - Check	12/17/2021	60014	Downey Brand LLP			3,610.00	405,133.21
Bill Pmt - Check	12/17/2021	60015	Green Light Termite and Pest	Inv 012417146		85.00	405,048.21
Bill Pmt - Check	12/17/2021	60016	Interstate Oil Company	Inv 575556		2,946.48	402,101.73
Bill Pmt - Check	12/17/2021	60017	Jani-King	Inv 12210169		649.82	401,451.91
Bill Pmt - Check	12/17/2021	60018	Kimball Midwest	Inv 9429380		1,335.63	400,116.28
Bill Pmt - Check	12/17/2021	60019	Main Street Motors			227.00	399,889.28
Bill Pmt - Check	12/17/2021	60020	MBK Engineers	Inv 21-11-4170		3,973.50	395,915.78
Bill Pmt - Check	12/17/2021	60021	Mead & Hunt	Inv 323530		12,810.25	383,105.53
Bill Pmt - Check	12/17/2021	60022	Murray Trailers	FMAP Trailer		128,441.27	254,664.26
Bill Pmt - Check	12/17/2021	60023	NBS	Inv 1221000064		1,800.00	252,864.26
Bill Pmt - Check	12/17/2021	60024	Placer Electric, Inc.	Inv 22006-6153		4,395.00	248,469.26
Bill Pmt - Check	12/17/2021	60025	Powerplan	Inv 13055698		739.10	247,730.16
Bill Pmt - Check	12/17/2021	60026	Richardson & Company LLP	Inv 111872		11,668.00	236,062.16
Bill Pmt - Check	12/17/2021	60027	Sonitrol	Inv 5204246 A14C0AB6-0013		3,663.42	232,398.74
Bill Pmt - Check	12/17/2021	60028	Streamline			200.00	232,198.74
Bill Pmt - Check	12/17/2021	60029	Supply Industrial Hardware LLC	Inv 547829/1		154.80	232,043.94
Bill Pmt - Check	12/17/2021	60030	US Bank Corp			808.66	231,235.28



Bill Pmt - Check	12/17/2021	60031	Valley Tire Center, Inc.	Inv 85171	77.99	231,157.29	
Bill Pmt - Check	12/17/2021	60032	Valley Truck & Tractor Company	Inv 1134731	588.70	230,568.59	
Bill Pmt - Check	12/17/2021	60033	Yolo County Public Works	November 2021	1,483.75	229,084.84	
Bill Pmt - Check	12/17/2021	1002007537	Cal Pers	January 2022 Health	22,130.47	206,954.37	
Total 1060.00 · Bank of the West FMAP					<u>449,538.77</u>	<u>336,385.49</u>	<u>206,954.37</u>
					<u>449,538.77</u>	<u>336,385.49</u>	<u>206,954.37</u>
					<b><u>449,538.77</u></b>	<b><u>336,385.49</u></b>	<b><u>206,954.37</u></b>

Activity Summary

Transfers from old operating account	449,538.77
Payroll disbursements	-44,278.81
Accounts payable disbursements	<u>-292,106.68</u>
 Net activity	 <u><u>113,153.28</u></u>



## RECLAMATION DISTRICT 1000

DATE: JANUARY 14, 2022

AGENDA ITEM NO. 5.4

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**TITLE:** Budget to Actual Report

**SUBJECT:** Review and Accept Report for December 2021

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**EXECUTIVE SUMMARY:**

This Staff Report provides a monthly budgetary snapshot of how well the District meets 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 the Budget percentage. Each line item compares budgeted amounts against real-to-date expenses. Significant budgeted line item variances (if any) will be explained in the Executive Summary of this report.

Attachment 1 provides a year-to-date report for the month ending December 31, 2021. The most significant expenditures under Administration are Mitigation Land Expenses, Property Tax Assessment, and District Memberships. Significant expenses under Operations are under Field Services.

**BACKGROUND:**

The Board of Trustees adopts a budget annually in June. District staff prepares the budget, which presents the current year's budget versus expenditures and a proposed budget for the upcoming fiscal year.

Three Board 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 Proposed Budget is presented to the entire Board for adoption at a regular Board meeting.

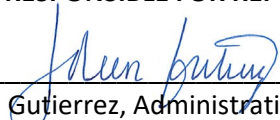
**RECOMMENDATION:**

Staff recommends the Board review and accept the Budget to Actual Report for December 2021.

**ATTACHMENTS:**

1. Budget to Actual Report December 2021

**STAFF RESPONSIBLE FOR REPORT:**

  
\_\_\_\_\_  
Joleen Gutierrez, Administrative Services Manager

Date: 01/06/2022

  
\_\_\_\_\_  
Kevin L. King, General Manager

Date: 01/06/2022

Reclamation District No. 1000  
Budget to Actual Comparison  
July 1, 2021 to December 31, 2021 (Six Months Ending of Fiscal 2022)

	Year to Date July 1, 2021 to December 31, 2021	Budget	Percent of Budget
<b>Operation &amp; Maintenance Income</b>			
Property Assessments	190	2,250,000	0.01%
Rents	5,597	24,000	23.32%
Interest Income	11,155	55,000	20.28%
SAFCA - O/M Assessment	-	1,400,000	0.00%
Misc Income	7,239	-	Not Budgeted
FMAP Grant	301,548	792,000	38.07%
Annuitant Trust Reimbursement	-	70,000	0.00%
Security Patrol Reimbursement	14,050	45,000	31.22%
<b>Total</b>	<b>339,779</b>	<b>4,636,000</b>	<b>7.33%</b>
<b>Restricted Fund</b>			
Metro Airpark Groundwater Pumping	-	25,000	0.00%
<b>Total Combined Income</b>	<b>339,779</b>	<b>4,661,000</b>	<b>7.29%</b>
<b>Administration, Operations and Maintenance - Expenses</b>			
<b>Administration</b>			
Government Fees/Permits	1,571	12,500	12.57%
Legal	22,520	65,000	34.65%
Liability/Auto Insurance	36,393	160,000	22.75%
Office Supplies	1,309	4,500	29.09%
Computer Costs	15,473	34,900	44.34%
Accounting/Audit	36,449	56,800	64.17%
Admin. Services	7,402	22,000	33.65%
Utilities (Phone/Water/Sewer)	6,442	16,400	39.28%
Mit. Land Expenses	4,995	5,300	94.25%
Administrative Consultants	43,017	114,500	37.57%
Assessment/Property Taxes (SAFCA - CAD)	13,173	8,500	154.98%
Admin - Misc./Other Expenses	916	2,800	32.71%
Memberships	34,652	39,700	87.28%
Office Maintenance & Repair	9,868	31,500	31.33%
Payroll Service	1,063	4,500	23.62%
Public Relations	7,858	49,000	16.04%
Small Office & Computer Equipment	-	10,000	0.00%
Election	-	10,000	0.00%
Conference/Travel/Professional Development	56	20,500	0.27%
<b>Sub Total</b>	<b>243,157</b>	<b>668,400</b>	<b>36.38%</b>
<b>Personnel/Labor</b>			
Wages	598,979	1,139,323	52.57%
Group Insurance	67,245	105,084	63.99%
Worker's Compensation Insurance	20,754	31,000	66.95%
OPEB - ARC	-	83,751	0.00%
Dental/Vision/Life	11,555	23,000	50.24%
Payroll Taxes	52,817	86,589	61.00%
Pension	147,275	262,604	56.08%
Continuing Education	275	5,000	5.50%
Trustee Fees	15,075	35,000	43.07%
Annuitant Health Care	51,553	85,000	60.65%

**Sub Total**

**965,528**

**1,856,351**

**52.01%**

<b>Operations</b>			
Power	189,725	500,000	37.95%
Supplies/Materials	13,449	25,000	53.80%
Herbicide	117,302	240,000	48.88%
Fuel	32,732	40,000	81.83%
Field Services	132,327	91,000	145.41%
Field Operations Consultants	11,500	20,000	57.50%
Equipment Rental	-	5,000	0.00%
Refuse Collection	8,872	45,000	19.72%
Equipment Repair/Service	7,537	15,000	50.25%
Equipment Parts/Supplies	18,138	60,000	30.23%
Facility Repairs	137,669	527,000	26.12%
Shop Equipment (not vehicles)	-	5,000	0.00%
Field Equipment	1,292	20,000	6.46%
Misc/Other 2	454	500	90.80%
Utilities - Field	6,765	11,000	61.50%
Government Fees/Permits - Field	1,162	10,000	11.62%
FEMA Permits	-	1,500	0.00%
<b>Sub Total</b>	<b>678,924</b>	<b>1,616,000</b>	<b>42.01%</b>
<b>Equipment</b>			
Equipment	88,795	430,000	20.65%
<b>Sub Total</b>	<b>88,795</b>	<b>430,000</b>	
<b>Consulting/Contracts/Memberships</b>			
Engineering/Technical Consultants	60,658	182,500	33.24%
Security Patrol	48,600	80,000	60.75%
Temporary Admin	-	15,000	0.00%
<b>Sub Total</b>	<b>109,258</b>	<b>277,500</b>	<b>39.37%</b>
<b>FMAP Expenditures</b>			
LOI/SWIF (Consultants)	27,534	20,000	137.67%
Equipment	269,451	601,000	44.83%
Operations & Maintenance (Field)	151,551	162,850	93.06%
Administrative	-	8,150	0.00%
<b>Sub Total</b>	<b>448,536</b>	<b>792,000</b>	<b>56.63%</b>
<b>Total A, O &amp; M Expenses</b>	<b>2,534,198</b>	<b>5,640,251</b>	<b>44.93%</b>
<b>Capital Expenses</b>			
Capital Office Upgrades	4,395	30,000	14.65%
Capital RE Acquisition	-	50,000	0.00%
Capital Office Facility Repair	-	30,000	0.00%
Capital Facilities	-	1,250,000	0.00%
<b>Sub Total</b>	<b>4,395</b>	<b>1,360,000</b>	<b>0.32%</b>
<b>Total All Expenditures</b>	<b>2,538,593</b>	<b>7,000,251</b>	<b>36.26%</b>





## RECLAMATION DISTRICT 1000

DATE: JANUARY 14, 2022

AGENDA ITEM NO. 5.5

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TITLE: Assembly Bill 361

SUBJECT: Review and Consider Adoption of Resolution No. 2022-01-02

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### EXECUTIVE SUMMARY:

On September 16, 2021, Governor Gavin Newsom signed Assembly Bill 361 into law, codifying certain modified requirements for teleconference meetings held by state and local public agencies, similar to those previously authorized and extended by executive order during the COVID-19 State of Emergency. This staff report briefly summarizes AB 361 and describes what Reclamation District No. 1000 (District) must do to utilize the modified requirements for holding remote meetings.

### BACKGROUND:

The Ralph M. Brown Act (Brown Act), which governs local public agency meetings, traditionally permitted agencies to utilize teleconferencing (audio or video) for public meetings, subject to certain heightened requirements aimed to preserve public participation.

- Agendas must identify each teleconference location
- Agendas must be posted at each teleconference location
- Physical access for the public must be provided at each teleconference location
- Board actions must be taken by roll call vote
- One board member must be physically present at each meeting location and quorum of the board must participate within the agency's jurisdictional boundaries
- Members of the public must have an opportunity to address the Board from any teleconference location

(Gov. Code, § 54953(b)(3).) However, the rising spread of COVID-19 and the imposition of stay-at-home orders made some of those teleconference requirements untenable, leaving many public agencies unable to hold meetings at all.

On March 4, 2020, Governor Newsom proclaimed a State of Emergency due to COVID-19. Pursuant to that State of Emergency Proclamation, the Governor issued a series of executive orders (N-25-20, N-29-20, and N-35-20) which, among other things, provided several exceptions to the normal Brown Act teleconference rules to permit local agencies to continue meeting while stay-at-home orders were in effect or where meeting in person would pose a risk to health or safety. The executive orders allowed agencies to meet without first identifying or providing public access to each teleconference location, and without maintaining a physical presence of members

**TITLE: AB 361**

within agency boundaries, though roll call votes and public participation were still required. On June 15, 2021, as vaccinations increased and in-person restrictions eased, Governor Newsom issued Executive Order N-08-21 which provided the Brown Act modifications would expire on September 30, 2021.

**AB 361:**

With the State of Emergency still in place and variant cases on the rise, AB 361 was introduced to provide a longer-term solution for teleconference meetings during states of emergency, effective until January 1, 2024. While not limited to COVID-19, the legislation mirrors many of the allowances made under the Governor’s executive orders. AB 361 amends Section 54953 of the Government Code to allow the legislative body of a local agency to meet remotely without complying with the normal teleconference rules for agenda posting, physical location access, or quorum rules. To do so, one of three scenarios must exist, all of which require that the Governor has proclaimed a State of Emergency pursuant to Government Code section 8625:

- A. State or local officials have imposed or recommended measures to promote social distancing;
- B. The agency is holding a meeting for the purpose of determining whether meeting in person would present imminent risks to the health or safety of attendees; or
- C. The agency is holding a meeting and has determined that meeting in person would present imminent risks to the health or safety of attendees.

(Gov. Code, § 54953(e)(1).)

An agency that holds a meeting under either of the three scenarios must continue to post its agenda in the time required by the Brown Act, and ensure that the public is able to address the board directly through teleconference means. (*Id.* at subd. (e)(2).) If a disruption prevents the public agency from broadcasting the meeting or receiving public comments in real time, the board may take no further action until those functions are restored; any actions taken during such a disruption are subject to legal challenge. (*Id.*)

Assuming the State of Emergency remains in effect and an agency wishes to continue meeting under the modified rules, it must adopt an initial resolution within 30 days of the first teleconference meeting (which applies retroactively to that first meeting), and then must adopt an extension resolution at least every 30 days thereafter. (*Id.* at subd. (e)(3).) The resolutions must contain findings stating that the agency has reconsidered the circumstances of the State of Emergency and at least one of the following circumstances exist:

- i. The State of Emergency continues to directly impact the ability of the members to meet safely in person; or
- ii. State or local officials continue to impose or recommend measures to promote social distancing.

**TITLE: AB 361**

(*Id.*) The requirement for agencies to affirm by resolution every 30 days that the State of Emergency continues to necessitate remote meetings did not exist under the executive orders, and may present a logistical challenge for agencies that meet quarterly—or even monthly when meetings are separated by more than 30 days. Where an agency is not able to rely on regular meetings to adopt extension resolutions within that time frame, the agency has two potential options:

- Hold a special “AB 361” remote meeting within the 30-day window simply to re-authorize the AB 361 exceptions.
- Allow the initial resolution or extension resolution to lapse and approve a new initial resolution at the next agency meeting, subject to the same substantive and procedural requirements as the first.

It should be noted it is not entirely clear from the text of the statute that an agency may simply adopt a new initial resolution after failing to adopt an extension resolution within 30 days, and still take advantage of the retroactive application of the modified teleconference rules for that meeting. For a number of practical reasons, including the variability of active COVID-19 cases and the development of new state or local recommendations and orders, it might become necessary to do so. A conservative approach, and the one we recommend, would be to avoid lapses by holding a special meeting every 30 days to reauthorize the modified teleconference rules.

Once AB 361 authorization lapses, the normal Brown Act rules will apply and an agency seeking to hold a teleconference meeting will once again be required to post agendas and provide public access at each remote location, identify those locations in the agenda, and maintain a quorum of the board within agency boundaries. If a meeting is not held in conformity with AB 361, board members may not teleconference from their residences or other locations which are not open and accessible to the public.

**CLARIFICATION ON IMPLEMENTATION DATE:**

Upon its signing on September 16, 2021, AB 361 became effective immediately. However, on September 20, 2021, the Governor issued Executive Order N-15-21, clarifying that the changes in AB 361 shall be suspended until October 1, 2021, when the modified Brown Act provisions under Executive Order N-08-21 are set to expire.

**CONCLUSION:**

AB 361 provides relief to many agencies that have grown accustomed to the modified Brown Act teleconference rules under the emergency executive orders, though the 30-day authorization window could require agencies to hold more special meetings. Without the AB 361 exceptions, agencies will be obligated to return to normal in-person meetings or provide public access at each remote location under the traditional teleconference rules, starting October 1, 2021.

**TITLE: AB 361**

**RECOMMENDATION:**

Staff recommends the Board review and consider adoption of Resolution No. 2022-01-02.

**ATTACHMENTS:**

1. Resolution No. 2022-01-02

**STAFF RESPONSIBLE FOR REPORT:**



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Kevin L. King, General Manager

Date: 01/06/2022



**RECLAMATION DISTRICT NO. 1000**  
**RESOLUTION NO. 2022-01-02**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF RECLAMATION DISTRICT NO. 1000  
PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE COVID-19 STATE OF  
EMERGENCY, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF RECLAMATION  
DISTRICT NO. 1000 PURSUANT TO THE RALPH M. BROWN ACT.**

At a special meeting of the Board of Trustees of Reclamation District No. 1000 held at the District Office on the 14<sup>th</sup> day of January 2022, the following resolution was approved and adopted:

**WHEREAS**, Reclamation District No. 1000 (District) is committed to preserving and nurturing public access and participation in meetings of the Board of Trustees; and

**WHEREAS**, all meetings of the District are open and public, as required by the Ralph M. Brown Act (Gov. Code, §§ 54950 – 54963) (“Brown Act”), so that any member of the public may attend, participate, and watch the District’s legislative body conduct its business; and

**WHEREAS**, Assembly Bill 361 added Government Code section 54953(e) to make provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

**WHEREAS**, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

**WHEREAS**, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District’s boundaries, caused by natural, technological, or human-caused disasters; and

**WHEREAS**, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

**WHEREAS**, the Board of Trustees previously adopted a Resolution, number 2022-01-01 on January 5, 2022, finding that the requisite conditions exist for the District to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of section 54953; and

**WHEREAS**, such conditions persist in the District, specifically, on March 4, 2020, Governor Gavin Newsom proclaimed a State of Emergency to exist in California due to the threat of COVID-

19; despite sustained efforts, the virus continues to spread and has impacted nearly all sectors of California; and

**WHEREAS**, the Board of Trustees does hereby find that the ongoing risk posed by the highly transmissible COVID-19 virus has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District; and

**WHEREAS**, as a consequence of the local emergency persisting, the Board of Trustees does hereby find that the District shall continue to conduct its meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that the Board shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision(e) of section 54953; and

**WHEREAS**, all meeting agendas, meeting dates, times, and manner in which the public may participate in the public meetings of the District and offer public comment by telephone or internet-based service options including video conference are posted on the District website and physically outside of the District office.

**NOW, THEREFORE BE IT RESOLVED THAT:**

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Affirmation that Local Emergency Exists. The Board has reconsidered the conditions of the state of emergency and proclaims that a local emergency persists throughout the District because the high risk of transmissibility of COVID-19 continues to pose an imminent risk to the safety of persons in the District.

Section 3. Re-ratification of Governor’s Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California’s Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020.

Section 4. Remote Teleconference Meetings. District staff are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) December 3, 2021, or such time the Board of Trustees adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.



**ON A MOTION BY** Trustee \_\_\_\_\_, seconded by Trustee \_\_\_\_\_,  
the foregoing resolution was passed and adopted by the Board of Trustees of Reclamation District  
No. 1000, this 14<sup>th</sup> day of January 2022, by the following vote, to wit:

AYES: Trustees:

NOES: Trustees:

ABSTAIN: Trustees:

RECUSE: Trustees:

ABSENT: Trustees:

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Thomas M. Gilbert  
President, Board of Trustees  
Reclamation District No. 1000

CERTIFICATION:

I, Joleen Gutierrez, Secretary of Reclamation District No. 1000, hereby certify that the foregoing Resolution 2022-01-02 was duly adopted by the Board of Trustees of Reclamation District No. 1000 at the regular meeting held on the 14<sup>th</sup> day of January 2022 and made a part of the minutes thereof.

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Joleen Gutierrez, District Secretary



## RECLAMATION DISTRICT 1000

DATE: JANUARY 14, 2022

AGENDA ITEM NO. 5.6

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**TITLE:** Annual Banking Authorization (Sacramento County)

**SUBJECT:** Review and Consider Adoption of Resolution No. 2022-01-03 Authorizing Officers and Trustees as Signatories to the Operations and Maintenance Funds held by Sacramento County Treasurer.

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**EXECUTIVE SUMMARY:**

Reclamation District No. 1000 is required to adopt and file a new Banking Resolution with the Sacramento County Treasurer annually authorizing Officers and Trustees as Signatories to the Operations and Maintenance Fund, a revolving Fund held by the Sacramento County Treasurer. Resolution No. 2022-01-03 (Attachment 1) has been prepared to fulfill this requirement.

**BACKGROUND:**

The California Water Code allows the Board to create a revolving fund for paying expenses. The District maintains an O/M Revolving Fund with the County of Sacramento. Annually, the Board is required to adopt and file a new Banking Resolution with the Sacramento County Treasurer. The attached Resolution 2022-01-03 sets forth account terms as well as use parameters.

**RECOMMENDATION:**

Staff recommends the Board of Trustees adopt Resolution 2022-01-03 Authorizing Officers and specified Trustees as Signatories to the Operations and Maintenance Funds held by Sacramento County Treasurer.

**FINANCIAL IMPACT:**

None.

**ATTACHMENTS:**

1. Resolution No. 2022-01-03 Authorizing Officers and Trustees as Signatories to the Operations and Maintenance Funds held by Sacramento County Treasurer.

**STAFF RESPONSIBLE FOR REPORT:**

  
\_\_\_\_\_  
Joleen Gutierrez, Administrative Services Manager

Date: 01/06/2022

  
\_\_\_\_\_  
Kevin L. King, General Manager

Date: 01/06/2022



**RECLAMATION DISTRICT NO. 1000  
RESOLUTION NO. 2022-01-03**

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

At a regular meeting of the Board of Trustees of Reclamation District No. 1000 held at the District Office on the 14<sup>th</sup> day of January 2022, the following resolution was approved and adopted:

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

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

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

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

Thomas Barandas	_____
Thomas Gilbert	_____
Chris Burns	_____
Elena Lee Reeder	_____
Nick Avdis	_____
Debra G. Jones	_____
Jagteshwar Bains	_____

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

Kevin L. King  
General Manager \_\_\_\_\_

Joleen Gutierrez  
District Secretary \_\_\_\_\_

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

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

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

**ON A MOTION BY** Trustee \_\_\_\_\_, seconded by Trustee \_\_\_\_\_, the foregoing resolution was passed and adopted by the Board of Trustees of Reclamation District No. 1000, this 14<sup>th</sup> day of January 2022, by the following vote, to wit:

- AYES: Trustees:
- NOES: Trustees:
- ABSTAIN: Trustees:
- RECUSE: Trustees:
- ABSENT: Trustees:

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Thomas Gilbert  
President, Board of Trustees  
Reclamation District No. 1000

CERTIFICATION:

I, Joleen Gutierrez, Secretary of Reclamation District No. 1000, hereby certify that the foregoing Resolution 2022-01-03 was duly adopted by the Board of Trustees of Reclamation District No. 1000 at the regular meeting held on the 14<sup>th</sup> day of January 2022 and made a part of the minutes thereof.

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Joleen Gutierrez, District Secretary



**EXHIBIT A**

List of vendors approved by the Board to be paid electronically:

<b>Vendor</b>	<b>Item(s) Paid</b>
CalPERS	Pension/Health/Deferred Comp
PG&E	Utilities
City of Sacramento	Utilities
Verizon	Wireless Phone Service
Comcast	Internet Service
Alhambra	Water Service
Airgas	Shop Service
Berkshire Hathaway	Worker's Comp
Home Depot Credit	Shop Supplies
Napa Auto Parts	Equipment Supplies/Parts
Tractor Supply	Equipment Parts
Waste Management	Garbage/Recycling
ACWA JPIA	Dental/Vision/Life Insurance
US Healthworks	DOT Screening
Sacramento County Utilities	Utilities



**RECLAMATION DISTRICT 1000**

**DATE: JANUARY 14, 2022**

**AGENDA ITEM NO. 6.1**

**TITLE: 2022 Committee Assignments**

**SUBJECT: Review and Consider Approval of Trustee Committee Assignments for 2022.**

**EXECUTIVE SUMMARY:**

On an annual basis the Board of Trustees of Reclamation District No. 1000 (RD 1000; District) assign Trustees to serve on Board Committees. The recommended Committee assignments for 2022 are provided below in Table 1:

***Table 1 - 2022 Committee Assignments***

<b>Committee</b>	<b>Chair</b>	<b>Member</b>	<b>Member</b>
Executive Committee	Thom Gilbert	Elena Lee-Reeder	-----
Finance	Thom Gilbert	Jag Bains	Chris Burns
Legal	Nick Avdis	Tom Barandas	Thom Gilbert
Operations	Jag Bains	Tom Barandas	Chris Burns
Personnel	Debra Jones	Jag Bains	Tom Barandas
SAFCA	Nick Avdis	Elena Lee-Reeder	Alt: Burns/Jones
Urbanization	Elena Lee-Reeder	Chris Burns	Debra Jones

**RECOMMENDATION:**

Staff recommends the Board review and consider approval of Trustee Committee Assignments for 2022.

**STAFF RESPONSIBLE FOR REPORT:**

  
 \_\_\_\_\_  
 Kevin L. King, General Manager

Date: 01/06/2022



## RECLAMATION DISTRICT 1000

DATE: JANUARY 14, 2022

AGENDA ITEM NO. 7.1.1

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TITLE: Committee Meeting Minutes

SUBJECT: Committee Meeting Minutes since the December Board Meeting

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### EXECUTIVE SUMMARY:

#### Executive Committee Meeting – January 5, 2022

A meeting of the Reclamation District No. 1000 Executive Committee was held on Wednesday, January 5, 2022, at 8:10 a.m. via GoToMeeting and Conference Call. In attendance were Trustees Gilbert and Lee-Reeder. Staff in attendance were General Manager King and General Counsel Shapiro. There were no members of the public present, therefore no public comments were received.

General Manager King presented the proposed agenda for the January 14, 2022, Board of Trustees meeting. The Committee reviewed the agenda and approved as presented.

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

### STAFF RESPONSIBLE FOR REPORT:

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Kevin L. King, General Manager

Date: 01/06/2022