



Protecting Natomas Since 1911

Learn more at RD1000.ORG

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

**FRIDAY, JULY 10, 2026
8:00 A.M.**

DISTRICT OFFICE

2450 VENTURE OAKS WAY, SUITE 200
SACRAMENTO, CA 95833

Members of the public may participate in this meeting in person. Members of the public will have an opportunity to address the Board during Public Comment. Comments may also be emailed prior to the meeting to igutierrez@rd1000.org

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

2. PRESENTATIONS

No 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.

AGENDA

RD 1000 Board Meeting
July 10, 2026

4. INFORMATIONAL ITEMS

- 4.1. GENERAL MANAGER'S REPORT: Update on activities since the June 2026 Board Meeting.
- 4.2. OPERATIONS SUPERVISOR'S REPORT: Update on activities since the June 2026 Board Meeting.
- 4.3. DISTRICT COUNSEL'S REPORT: Update on activities since the June 2026 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 – June 12, 2026 - Board Meeting.
- 5.2. TREASURER'S REPORT: Approve Treasurer's Report for June 2026.
- 5.3. EXPENDITURE REPORT: Review and Accept Report for June 2026.
- 5.4. BUDGET TO ACTUAL REPORT: Review and Accept Report for June 2026.
- 5.5. INVESTMENT REPORT: Review and Accept Report for June 2026.
- 5.6. CPS HR CONSULTING SERVICES AGREEMENT FOR RECRUITMENT: Consider Approval of Consulting Services Agreement.
- 5.7. ACCOUNTING ENGAGEMENT PROPOSAL: Approve Accounting Engagement with Rob Merritt, CPA, for an Hourly Rate Increase for General Bookkeeping and Preparation of Accounting Schedules for Audits.
- 5.8. PANHANDLE CONONELOS: Review and Consider Adoption of Resolution No. 2026-07-01: Authorizing the General Manager to Quitclaim Grant of Easement Deed.
- 5.9. LOEWEN PUMP MAINTENANCE, LLC CONTRACT: Review and consider Approval of a Contract with Lowen Pump Maintenance, LLC to Replace the Pumping Plant 8 Trash Rake Drive Units

6. SCHEDULED ITEMS

- 6.1. PUBLIC HEARING – ADOPTION OF FISCAL YEAR 2026/2027 OPERATION AND MAINTENANCE ASSESSMENT: Review and Consider Adoption of Resolution No. 2026-07-02 Authorizing Levying of Operations and Maintenance Assessment for Fiscal Year 2026/2027.
- 6.2. CERTIFICATION OF LEGAL PROCESS FOR SPECIAL ASSESSMENT: Review and Consider Adoption of Resolution No. 2026-07-03: Certifying to the County of Sutter the Validity of the Legal Process Used to Place Direct Charges (Special Assessment) on the Secured Tax Roll for FY 2026/2027.
- 6.3. STORMWATER SERVICE FEE: Review and Consider Adoption of Resolution No. 2026-07-04: Authorizing the Levy and Collection of the Stormwater Service Fee for Fiscal Year 2026/2027.
- 6.4. DISTRICT REORGANIZATION: Review and Consider Adoption of Resolutions Related to the District's Reorganization, including Establishing the Superintendent and Foreman Positions Resolution No. 2026-07-05, Adoption of a Revised Official Pay Rate Schedule Resolution No. 2026-07-06, and Revisions to the District's Purchasing Policy and Credit Card Use Policy Resolution No. 2026-07-07.

AGENDA

*RD 1000 Board Meeting
July 10, 2026*

- 6.5. MONEY MARKET ACCOUNT: Consider Adoption of Resolution 2026-07-08 – Authorizing the General Manager to Direct the Opening of an Additional Money Market Account with River City Bank for the District’s Development Impact Fee Fund.

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

7.1. BOARD COMMENTS & REPORTS

7.2. BOARD ACTIVITY:

Committee Meetings Since Last Board Meeting

- Executive Committee (Lee Reeder & Gilbert) June 24, 2026

Upcoming Meetings

- SAFCA Board Meeting – July 16, 2026 @ 3:00 pm
- Personnel Committee Meeting (Hill, Lee Reeder & Chan)– TBD
- Real Estate Ad Hoc Committee (Avis, Hill, Gilbert)
- RD 1000 Executive Committee Meeting (Lee Reeder & Gilbert) – August 5, 2026 @ 9:00 am
- RD 1000 Board Meeting – August 14, 2026 @ 8:00 am

8. ADJOURN



RECLAMATION DISTRICT 1000

DATE: JULY 10, 2026

AGENDA ITEM NO. 4.1

TITLE: General Manager's Report – July 2026

SUBJECT: Update on Activities Since the June 2026 Board of Trustees Meeting

EXECUTIVE SUMMARY:

This Staff Report is intended to report the noteworthy activities and events of the District since the June 2026 Board meeting.

1. Administration Services

a. Human Resources

- i. The Operations Manager resigned, effective June 12, 2026. General Manager began implementing agency reorganization for the Operations Unit.
- ii. Continued development of position description for Deputy General Manager.

b. Conferences & Training

- i. General Manager completed mandatory training on June 2, 2026.
- ii. General Manager attended CSDA GM Leadership Summit, June 29th – 30th.
- iii. Operations Staff completed First Aid / CPR training on June 19, 2026.

2. Strategic Planning Workshop

Continued development of framework and agenda for the Strategic Planning Workshop. General Manager to solicit availability from Trustees to calendar the workshop in August or September.

3. Theft & Vandalism

No theft or vandalism incidents occurred this month.

4. Capital Improvement Program

- a. Pumping Plant #8 Improvements: On hold pending evaluation of planned use of Northgate Warehouse.
- b. Pumping Plant #8 trash rake replacement parts: Parts were received in June. Installation is anticipated in July or August 2026.

5. Interior Levee Certification

a. Basin-wide Hydraulic Model

- i. GM working to revise Cost Sharing MOU with revised cost share and address comments from partner agencies.

b. Interior Levee Certification Update

- i. No significant activities or decisions to report for June 2026.

6. System-Wide Improvement Framework (SWIF)

No change or update to SWIF to report for June 2026.

7. Urban Levee Design Criteria (ULDC)

No change or update to status to report for June 2026. Certification deadline is 2030.

8. Local Hazard Mitigation Plans

a. Sacramento County LHMP Update:

- i. Staff attended Mitigation Strategy meetings June 10-11, 2026.
- ii. Mitigation actions due July 26, 2026.

b. Sutter County LHMP Update:

- i. Mitigation actions submitted June 18, 2026.
- ii. Comments on draft RD 1000 Annex document due July 10, 2026.

9. 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 June 2026.

b. Status Of District Pumping Plants

i. PUMPING PLANT #1A

- USACE contractor working on compaction grouting test sections.

ii. PUMPING PLANT #1B

- USACE contractor completed installation of sump modifications for improved hydraulic performance.
- Removal of dewatering facilities and site restoration to be completed in July 2026.
- Pump station to be fully operational by August 1st.

TITLE: General Manager's Report – July 2026

- iii. PUMPING PLANT #2
 - Pump 2 is offline pending replacement of siphon breaker valve scheduled for August 2026.
- iv. PUMPING PLANT #3
 - Fully operational
- v. PUMPING PLANT #4
 - Currently inoperable
 - SCADA installation is delayed due to antenna and radio equipment delivery – anticipated in late July 2026.
 - Continued coordination to schedule final testing.
- vi. PUMPING PLANT #5
 - Fully operational
- vii. PUMPING PLANT #6
 - Currently inoperable.
 - Rewiring on hold pending installation of security fencing by USACE as part of the Reach G construction contract.
- viii. PUMPING PLANT #8
 - Operational at 90% capacity.
 - Pump #5 is non-operational due to shorted conductors from the motors to the MCC cabinets. Repairs pending review of Plant 8 design and improvement plan.
- ix. SAN JUAN PUMP STATION
 - Fully operational.
 - Installation of security system initiated with Sonitrol.
- x. RIVERSIDE PUMP STATION
 - Fully operational.
 - Installation of security system initiated with Sonitrol.

10. Natomas Levee Improvement Projects

- a. Reach A
 - i. PP 1B sump work has been completed.
 - ii. PP 1A outfall work underway, focused on compaction grouting around outfall culverts.
 - iii. Levee work is underway north of I-80. Cutoff wall installation to begin in July.
 - iv. Overhead utility relocations from Orchard Lane to Gateway Oaks are anticipated to be complete by September 2026.
 - v. Water utility relocations are still pending owner approval and CVFPB permits.
- b. Reach D
 - i. See Pumping Plant #8 discussion above.
 - ii. No additional activities to report.
- c. Reach E
 - i. Final inspection complete. No major items outstanding.
- d. Reach F & G
 - i. SMUD relocations underway.
 - ii. USACE still progressing towards packaging Reach G (Elverta to NEMDC Pump Station) for award in FY27.
 - iii. Pumping Plant 6: Currently included in plan to award Reach G construction contract. Working with SAFCA on Alteration Agreement.
- e. Reach I, Contract 2
 - i. USACE working toward advertisement and award by September 30, 2026.
- f. Other Projects
 - i. Plant 5 replacement: No change in status. Still progressing towards advertising/award in 2026.
 - ii. West Drainage Canal Relocation Project: No new activities to report.
 - iii. NMWC Pumping Plants Discharge Pipes Replacement: No change in status. USACE still working towards advertisement and award by September 30, 2026 with construction spanning 3 years.

11. Development Project Updates

- a. Airport South Industrial
 - i. No activities to report for June 2026.
- b. GrandPark Provenance
 - i. No activities to report for June 2026.
- c. GrandPark Trails
 - i. No activities to report for June 2026.
- d. Greenbriar
 - i. Revised draft Funding Agreement returned from developer and is under review.
 - ii. No activities related to Shore Vista bridge crossing Hwy 99.
 - iii. Open Space Trail drainage and access approved. Encroachment permit signed with City.
- e. Metro Air Park
 - i. No activities to report for June 2026
- f. Panhandle 105
 - i. Funding Agreement pending.
 - ii. No activities to report for May 2026.
- g. Panhandle 180
 - i. Funding Agreement pending.
 - ii. No activities to report for May 2026.
- h. Panhandle Cononelos
 - i. Funding Agreement executed.
 - ii. DIF payment received.
 - iii. Quitclaim Deed of RD 1000 easement required – see Agenda Item 5.8.
- i. Panhandle WD40
 - i. DIF calculated and provided to developer - payment anticipated in July 2026.
 - ii. Anticipate issuing final approval in July 2026.

TITLE: General Manager's Report – July 2026

- j. Russel at Truxel Apartments (Fong Ranch Road)
 - i. Funding Agreement executed.
 - ii. Plan review initiated.
- k. Sutter Pointe
 - i. Outstanding developer payments received.
 - ii. Lake Side at Sutter Pointe stormwater pump station – no update to report related to ownership discussions.
- l. Upper West Side
 - i. Funding Agreement pending.
 - ii. No activities to report for June 2026.
- m. Watt EV Electric Truck Stop Project
 - i. No activities to report for June 2026.

12. Miscellaneous

- a. Quitclaim of North Sacramento Land Company properties in NEMDC immediately south of El Camino Avenue from North Sacramento Land Company to the District: General Manager to schedule ad hoc committee meeting in July.
- b. SAFCA NLIP real estate transfers: Continued coordination with SAFCA related to property/easement transactions and anticipated timeline for required RD 1000 Board actions.

STAFF RESPONSIBLE FOR REPORT:



Scott L. Brown, General Manager

Date: 07/01/2026



RECLAMATION DISTRICT 1000

DATE: July 10th

AGENDA ITEM NO. 4.2

TITLE: Operations Supervisor’s Report – July 2026

SUBJECT: Update on Activities Since the June 2026 Board of Trustees Meeting

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 June 2026. As well as provide information regarding District facility use and local weather impacts on District facilities and river levels. Noteworthy activities include mowing along the inner and outer perimeter of the District and aquatic vegetation applications along various interior drainage ditches. In addition, Staff conducted a homeless encampment removal along the Garden Highway levee at 660 Garden Highway. Staff is also working with Aqua Terra, performing aquatic vegetation applications in the main drainage canal system, as well as cattail treatments in Fisherman’s Lake. Activities within the mechanic shop include ongoing preventative maintenance, repairs, routine service requests, and emergency response work. In addition, the mechanic shop continues to provide support to field crews as needed.

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

RECOMMENDATION:

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

ATTACHMENTS:

1. Operations Supervisor’s Report- O&M Monthly Activity & Data Sheet.

STAFF RESPONSIBLE FOR REPORT:

Tony Delcastillo, Operations Supervisor

Date: 07/01/2026



Scott L. Brown, General Manager

Date: 07/01/2026

OPERATIONS SUPERVISOR'S REPORT

June 2026

MONTHLY O&M ACTIVITIES

Pumping Plants/Facilities

- Worked with SMUD at Pumping Plant 1B on de-energizing and re-energizing of facility so SMUD can perform repairs to their utility lines.
- Worked with SMUD on meter replacement at Pumping Plant 5.
- Worked with Sonitrol at Pumping Plant 1B on security system issues and repairs.
- Performed lockout/tagout with Forgen, of all pump motor controls at Pumping Plants 1A/1B for sump work to be performed during the Reach A project.
- Performed general clean up and organization of Corp Yard shop.

Drainage Canals & Ditches

- No ditch or canal maintenance activities performed this month.

Weed Control

- Sprayed aquatic vegetation in zones A, D and E.
- Worked with Aqua Terra on aquatic vegetation treatments in main canal system.
- Worked with Aqua Terra on cattail/tule treatment in Fisherman's Lake.

Mowing & Vegetation Management

- Mowed the Garden Highway levee from Farm Rd to Sankey Rd.
- Mowed Garden Highway levee from Northgate Blvd to City Sump 160.
- Mowed Lonetree Preserve from Elkhorn Blvd to I-5.
- Mowed ditches/canals in zone D.
- Trimmed vegetation around levee access gates and boulders along Garden Highway from Farm Rd to Sankey Rd.
- Trimmed vegetation along residential fence line at Pumping Plant 1B.
- Removed downed trees/limbs from the West Drain behind Corp Yard.
- Mowed East Levee from Elkhorn to Howsley Rd.

OPERATIONS SUPERVISOR'S REPORT June 2026

Unauthorized Encampment Activities

- The crew performed an unauthorized encampment clean up along Garden Highway at 660 Garden Highway.

Miscellaneous

- The crew performed their bi-annual CPR/First Aid/AED/BBP recertification training.
- Cleaned up general garbage/debris throughout District.
- Used water truck for fire suppression for mowers.
- Worked with trucking company on unloading of Plant 8 trash rack repair parts. Performed inventory of delivered parts.
- Repaired levee access gates at East Levee Rd at Elkhorn.

Equipment Maintenance

- Equip #52- Diagnosed mower head vibration. Found and replaced bad mower head cutter shaft bearings.
- Equip #52- Performed mower head welding repairs.
- Equip #52- Performed diagnosis and repairs to transmission shifting issues.
- Equip #65- Diagnosed engine overheating issues. Found and repaired leaking coolant hose. Topped engine of with coolant and tested.
- Equip #17- Diagnosed mower head vibration issues. Found and repaired/replaced multiple damaged cutter shaft blades and blade hangers.
- Equip #54- Replaced damaged mower deck output driveshaft and coupler.
- Equip #52- Recharged AC system and tested.
- Equip#19- Recharged AC system.
- Equip#19- Performed full hydraulic PM service.
- Misc- Performed equipment repair parts inventory, research, ordering and pick up from multiple vendors.

Monthly O&M Data

Rainfall Totals

- Rainfall Total in June- 0.0"
- Rainfall Total Since July 1st-18.14"

Pumping Totals

- No pumping was performed in the month of June.

River Levels

- River Level at Verona- High- 23.4' Low- 13.15'
- River Level at I Street- High- 8.76' Low- 6.15'

Safety Topics

- Heat Illness Prevention- Why Humidity Makes Heat More Dangerous
- Heat Illness Prevention- Workplace & Personal Risk Factors for Heat Illness
- Heat Illness Prevention- Recognizing & Responding to Heat Illness
- Heat Illness Prevention- The Critical Role of Proper Hydration
- Heat Illness Prevention- The Critical Roles of Rest and Shade

Field Crew Activities Hours Spent

- Weed Control- 160 Hours
- Mowing & Vegetation Management- 580 Hours
- Garbage Removal- General & Homeless- 136 Hours
- Equipment Maintenance- 140 Hours
- Miscellaneous- 128 Hours

OPERATIONS SUPERVISOR'S REPORT
June 2026

General Garbage & Debris Removal

- Total Removed in June- 38,120 Pounds
- Total Removed Year to Date- 143,490 Pounds
- Total Hours Spent in June- 112 Hours
- Total Hours Spent Year to Date- 716 Hours

Unauthorized Encampment Removal

- Total Removed in June- 9,080 Pounds
- Total Removed Year to Date- 411,030 Pounds
- Total Hours Spent in June- 40 Hours
- Total Hours Spent Year to Date- 1,511 Hours

Maintenance Work Schedule		1-Jun	Through	30-Jun	
Crew 1	1-Jun	8-Jun		15-Jun	22-Jun
Beto Gutierrez					
Truck # 57	*Worked with Aqua Terra on aquatic vegetation treatments in main canal system. * Sprayed aquatic vegetation in zone's A.	*Worked with Aqua Terra on aquatic vegetation in main canal system *Sprayed aquatic vegetation in zone's D and E. *Cleaned up garbage around District.		*Sprayed aquatic vegetation in zone D.	*Worked with Aqua Terra on aquatic vegetation treatments in main canal system. *Worked with Aqua Terra on cattail treatment in Fisherman's Lake. *Sprayed aquatic vegetation in zone D. *Used water truck for fire suppression for mowers.
Crew 2	1-Jun	8-Jun		15-Jun	22-Jun
Jose Ramirez					
Truck # 56	*Mowed Garden Hwy levee from Northgate to I-5. *Mowed Garden Hwy levee from Farm Rd to Sankey. *Mowed Lonetree Preserve from Elkhorn to I-5. *Worked with new hire Alex on mower operations and safety.	*Weed eated around access control gates and boulders along Garden Hwy from Farm Rd tp Sankey. *Mowed Garden Hwy levee from Farm Rd to Sankey. *Cleaned up garbage around District.		*Mowed Garden Hwy levee from Farm Rd to Sankey. *First Aid/CPRAED/BBP certification training. *Trimmed and weed eated all vegetation around Plant 1B. *Homeless encampment clean up along Garden Hwy at 660 Garden Hwy. *Cleaned up garbage along East Levee from Elkhorn to Sotrip.	*Mowed East Levee from Elkhorn to Howsley Rd.
Crew 3	1-Jun	8-Jun		15-Jun	22-Jun
Mike Rhoads					
Truck # 55	*Mowed Garden Hwy levee from Farm Rd to Sankey. *Mowed Lonetree Preserve from Elkhorn to I-5. *Worked with Aqua Terra on aquatic vegetation treatments in main canal system.	*Mowed Garden Hwy levee from I-5 to City Sump 160. *Mowed Garden Hwy Levee from Farm Rd to Sankey. *Used water truck for fire suppression for mowers. *Cleaned up garbage around District.		*First Aid/CPR/AED/BBP certification training. *Removed downed trees/limbs from West Drain behind shop. *Mowed Garden Hwy levee from Farm Rd to Sankey. *Homeless encampment clean up along Garden Hwy at 660 Garden Hwy. *Mowed canals/ditches in zone D.	*Mowed Garden Hwy levee from Farm Rd to Sankey. *Worked with Aqua Terra on aquatic vegetation treatments in main canal system. *Mowed East Levee from Elkhorn to Howsley Rd.
Crew 4	1-Jun	8-Jun		15-Jun	22-Jun
Bryan Hall					
Truck # 69	*Equip#17-Diagnosed mower head vibration issues. Replaced damaged mower blades and blade hangers. *Equip#52-Recharged AC system. *Equip#54-Started PTO output shaft and driveline replacement. *Equip#65-Diagnosed overheating issues. Found and repaired leaking coolant hose.	*Started diagnosis of transmission shifting issues and popping out of gear while driving. *Worked with trucking company on offloading and inventory of Plant 8 trash rack repair parts.		*First Aid/CPR/AED/BBP certification training. *Parts research/ordering and pick up from multiple vendors. *Shop clean up and organizing.	*Equip#52-Diagnosed mower head vibration issues. Replaced cutter shaft bearings. *Equip#52-Performed mower head welding repairs. *Equip#54-Finished PTO output shaft and driveline replacement. *Equip#19- Replaced damaged high pressure fuel line. *Equip#19- Recharged AC system. *Equip#19- Performed full hydraulic system PM service.
Crew 5	1-Jun	8-Jun		15-Jun	22-Jun
Ray Lewis					
Truck: #58	*Mowed Garden Hwy levee from Northgate to I-5. *Mowed Garden Hwy levee from Farm Rd to Sankey. *Mowed Lonetree preserve from Elkhorn to I-5.	*Mowed Gaden Hwy levee from I-5 to City Sump 160. *Mowed Garden Hwy levee from Farm Rd to Sankey. *Cleaned up garbage around District.		*Used water truck for fire suppression for mowers. *First Aid/CPR/AED/BBP certification training. *Cleaned up garbage along East Levee from Elkhorn to Sotrip. *Mowed canals/ditches in zone D. *Mowed Garden Hwy levee from Farm Rd to Sankey. *Homeless encampment clean up along Garden Hwy at 660 Garden Hwy.	*Used water truck for fire suppression for mowers. *Cleaned up garbage around District.
Crew 6	1-Jun	8-Jun		15-Jun	22-Jun
Alex Sanches					
Truck #60	*New hire employment paperwork and training. *Worked with Jose on mower operation training and safety. *Mowed canals/ditches in zone D. *Mowed Lonetree Preserve from Elkhorn to I-5. *Mowed Garden Hwy levee from Farm Rd to Sankey.	*Weed eated around access control gates and boulders along Garden Hwy levee from Farm Rd to Sankey. *Cleaned up garbage around District.		*Mowed Garden Hwy levee from Farm Rd to Sankey. *First Aid/CPR/AED/BBP certification training. *Cleaned up garbage along East Levee from Elkhorn to Sotrip. *Mowed Garden Hwy levee from Farm Rd to Sankey. *Homeless encampment clean up along Garden Hwy at 660 Garden Hwy. *Trimmed/weed eated all vegetation around Plant 1B.	*Mowed Garden Hwy levee from Farm Rd to Sankey. *Mowed East Levee from Elkhorn to Howsley. *Cleaned up garbage around District.



RECLAMATION DISTRICT NO. 1000

DATE: JULY 10, 2026

AGENDA ITEM NO. 4.3

TITLE: District Counsel's Report – July 2026

SUBJECT: Update on Activities Since the June 2026 Board of Trustees Meeting

EXECUTIVE SUMMARY:

Reclamation District No. 1000 (RD 1000; District) General Counsel, Scott Shapiro, to provide verbal report of work performed during the month of June 2026.

ATTACHMENTS:

None

STAFF RESPONSIBLE FOR REPORT:

Scott L. Brown, General Manager

Date: 07/01/2026



RECLAMATION DISTRICT NO. 1000

DATE: JULY 10, 2026

AGENDA ITEM NO. 5.1

TITLE: Approval of Minutes

SUBJECT: Approval of Minutes from June 12, 2026 Regular Board Meeting

EXECUTIVE SUMMARY:

This staff report serves as the official record of the Board of Trustees' monthly meetings. This document outlines the meeting participants, provides proof of items discussed, summarizes the board meeting discussions, and records the Board's actions. Staff recommends Board approval of meeting minutes from the following Board Meeting:

- June 12, 2026 Regular Board Meeting (Attachment No. 1)

The Ralph M. Brown Act (Gov. Code § 54950 et seq.) governs meetings of public commissions, boards, and councils, as well as public agencies, in California. The Act facilitates public transparency and public participation in local government decision-making. The Act also contains specific exemptions from the open meeting requirements where governmental agencies demonstrate a need for confidentiality. Reclamation District No. 1000 documents the meetings of the Board of Trustees through Board Minutes to further ensure transparency.

RECOMMENDATION:

Staff recommends the Board approve the Minutes of the following Board Meeting:

- June 12, 2026 Regular Board Meeting (Attachment No. 1)

ATTACHMENTS:

1. June 12, 2026 Regular Board Meeting

STAFF RESPONSIBLE FOR REPORT:



Joleen Gutierrez, Administrative Service Manager

Date: 07/01/2026



Protecting Natomas *Since 1911*

Learn more at RD1000.ORG

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

**JUNE 12, 2026
MEETING MINUTES**

Members of the Board of Trustees participated in this meeting in person. Board President Elena Lee Reeder, Trustee Thom Gilbert, Trustee Nick Avdis, Trustee Eva Hill, and Trustee Tom Smith. Trustees Jag Bains and Howard Chan were unavailable to attend the meeting. Also in attendance were General Manager Scott L. Brown, General Counsel Scott Shapiro, Operations Manager Gabe Holleman, Administrative Services Manager Joleen Gutierrez, and Administrative Assistant Timmy Curry.

1. PRELIMINARY

1.1. Call Meeting to Order

Board President Lee Reeder called the meeting to order

1.2. Roll Call

Board Secretary Gutierrez called the roll:

PRESENT: Trustees Lee Reeder, Gilbert, Avdis, Hill, Smith

ABSENT: Trustee Bains, Trustee Chan

1.3. Approval of Agenda

Board President Lee Reeder asked if there were any changes to the existing Agenda. General Manager Brown offered clarification on Item 6.3: it is a proposed amendment to an existing LWA agreement.

MOVED/SECOND: Trustee Avdis / Trustee Smith

AYES: Trustees Lee Reeder, Gilbert, Avdis, Hill, Smith

NOES: None

ABSENT: Trustee Bains, Trustee Chan

ABSTAIN: None

Motion: The motion to approve the June 12, 2026 Board meeting agenda is approved with clarification that item 6.3 is for a proposed amendment to an existing contract.

1.4. Pledge of Allegiance

Trustee Hill led the Pledge of Allegiance.

1.5. Conflict of Interest

Trustee Smith stated that he will recuse himself from agenda item 6.3 due to a conflict of interest. The Trustees identified no other conflicts.

2. PRESENTATIONS

No Presentations

3. PUBLIC COMMENT (NON-AGENDA ITEMS)

There were no public comments received.

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.

4. INFORMATIONAL ITEMS

4.1. GENERAL MANAGER'S REPORT: Update on activities since May 2026 Board Meeting.

The General Manager reported that he worked to finalize the FY 26/27 Budget. He coordinated with Paul Devereux to complete the remaining developer agreements and associated deposits; three are outstanding. Efforts related to the NLIP real estate transfer activities are on-going. Local Hazard Mitigation Plan (LHMP) updates for Sutter County and Sacramento County are ongoing. The Final LHMP for both counties are being prepared for both counties, which will be brought back to the Board for review and approval in November or December.

In response to prior Board requests, staff has prepared a draft of a homeless encampment abatement page for posting to the website; GM Brown will review the draft this month before it is finalized. Additionally, a request was made to contact Sutter County to cost-share in prior work on the Natomas Basin-wide hydraulic model. Sutter County has agreed to cost-share on the prior work. The associated MOU will be updated to reflect the reconciled cost share. Finally, GM Brown is working with SAFCA on reimbursement for office relocation costs and preparing the justification required for the reimbursement submittal.

New board packet request: Trustee Nick Avdis requested that PDF hyperlinks be added to Board items on the agenda pages to make it easier to navigate between items; a function similar to the Adobe bookmarks section already provided. Trustee Lee Reeder requested that an Adobe link be included in the email when packets are sent to board members.

4.2. OPERATIONS MANAGER'S REPORT: Update on activities since the May 2026 Board Meeting.

Operations Manager Holleman provided a brief update on work items since the April 2026 Board Meeting.

OM Holleman reported that Primrose treatments have begun in the West Drainage Canal and will soon begin in the East Drainage Canal. Board President Lee Reeder asked whether RD 1000 is coordinating with our partners, including Natomas Central Mutual Water Company. OM Holleman replied that we are working with them to help treat Primrose.

Replacement parts for the trash rakes at Pumping Plant 8 were delivered in June and will be installed soon.

4.3. DISTRICT COUNSEL'S REPORT: Update on activities since the May 2026 Board Meeting.

District Counsel Scott Shapiro provided a verbal report on a few items.

Counsel Shapiro reported that he had an email communication with the District Attorney's office, confirming support for the request to the Attorney General's Office, which requested clarification on the residency requirement for the November elections. Counsel Shapiro noted that there is no statutory deadline for how quickly the Attorney General's Office must respond.

Counsel Shapiro shared new details about the ongoing Railyards electric sign process. He received an email from David Nybo, who informed us that they are finishing preparations for the entitlement process with the City of Sacramento, including hiring a CEQA consultant and determining a legal mechanism for the City's long-term involvement in entitlements. The City of Sacramento has a billboard ordinance stating that billboards can only be built on city-owned or controlled property, and the city is still working on that. There will be two entitlement tranches, and RD1000 is in the first one.

Trustee Avdis made known that his firm has been retained to assist with the process and requested to be excluded from any future communications regarding the billboard issue due to a potential conflict of interest.

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.

Trustee Lee Reeder opened the floor for public comment; no public comments were made.

Trustee Avdis moved to approve the Consent Calendar.

MOVED/SECOND: Trustee Avdis/Trustee Smith

AYES: Trustees Lee Reeder, Gilbert, Avdis, Hill, Smith

NOES: None

ABSTAIN: None

ABSENT: Trustee Bains, Trustee Chan

ACTION: The motion to approve Consent Calendar items 5.1 through 5.10 is approved

- 5.1. APPROVAL OF MINUTES: Approval of Minutes – May 8, 2026 - Board Meeting.
- 5.2. TREASURER'S REPORT: Approve Treasurer's Report for May 2026.
- 5.3. EXPENDITURE REPORT: Review and Accept Report for May 2026.
- 5.4. BUDGET TO ACTUAL REPORT: Review and Accept Report for May 2026.
- 5.5. INVESTMENT REPORT: Review and Accept Report for May 2026.
- 5.6. AUDIT ENGAGEMENT PROPOSAL: Approve Fiscal Year-end June 30, 2026 Audit Engagement with Richardson & Company; Adopt Resolution No. 2026-06-01

- 5.7. SONITROL ALARM SYSTEM PROPOSAL: Approve Installation of Sonitrol Alarm System and Monitoring Service for the San Juan Pumping Plant and Riverside Pumping Plant
- 5.8. CSDA SACRAMENTO CHAPTER: Authorize General Manager to Execute CSDA Affiliation Agreement and Certificate of Liability Coverage
- 5.9. LAFCO FY 26-27 FINAL BUDGET AND ASSESSED CONTRIBUTIONS: Informational, Receive and File
- 5.10. LAFCO PUBLIC MEMBER RECRUITMENT: Informational, Receive and File

6. SCHEDULED ITEMS

- 6.1. FISCAL YEAR 2026/2027 BUDGET & AB 2561 Reporting: Review and Consider Adoption of Resolution No. 2026-06-02: Adopting Fiscal Year 2026/2027 Budget

GM Brown presented the final draft of the proposed budget for Fiscal Year 2026/2027 and noted three 3 changes from the original draft budget presented at last month's Board Meeting.

First, revenue projections from SAFCA CCAD2 end-of-year actuals were \$13,600 less than previously reported. For next fiscal year, the ENR Construction Cost Index increase exceeded the cap and will therefore be adjusted upward by 1.5 percent. The combined effect resulted in a \$5,700 reduction in revenue for FY 26/27 from what was previously reported.

Second, updates related to personnel costs with the release of the OPEB Actuarial Report. Healthcare costs increased by 20 percent, but those increases were offset by trust's gains. The actuary's recommended OPEB contribution for FY2026/2027 is \$142,000, which is \$42,000 higher than the previously reported budget placeholder of \$100,000. RD 1000 will also make a Fiscal Year 2025/2026 payment of just under \$100,000 to the trust this month.

The third is an increase to the administrative consultants budget of \$45,000 for two items. An additional \$30,000 to complete an updated classification and compensation survey to update positions and align with the RD 1000 reorganization for 2026/2027. There was also an additional \$15,000 included in the budget for recruitment efforts for the Deputy General Manager, based on the costs incurred in recruiting GM Scott Brown.

Trustee Smith asked how RD 1000 would cover the \$653,000 budget deficit, either by drawing from reserves or by saving money throughout the fiscal year to get a balanced budget. GM Brown replied that capital projects of \$1.5-\$2 million would use reserves. Trustee Hill asked for clarification on the budget figures, and GM Brown responded that the blue highlights showed the sum for each section. Trustee Avdis thanked GM Brown for meeting one-on-one to help him through the budget. Similarly, Board President Lee Reeder also thanked GM Brown for going through the budget with her.

Trustee Hill made a motion to adopt the Fiscal Year 2026/2027 Budget. There were no public comments.

MOVED/SECOND: Trustee Hill/Trustee Gilbert
AYES: Trustees Lee Reeder, Gilbert, Avdis, Hill, Smith
NOES: None
ABSTAIN: None
ABSENT: Trustee Bains, Trustee Chan

ACTION: The motion to adopt the Fiscal Year 2026/2027 Budget is approved.

6.2. OFFICIAL PAY RATE SCHEDULE FOR FISCAL YEAR 2026/2027: Review and Consider Adoption of Resolution No. 2026-06-03: Adopting Official Pay Rate Schedule for Fiscal Year 2026/2027.

GM Brown started with the adoption of the official pay rate schedule, which takes effect July 1. He mentioned that the draft salary survey included several findings. The first was that the field staff are in line.

Next, the positions for the RD 1000 reorganization are not in line with the survey, so additional surveys will be required. This interim period between the last salary survey and the reorganization is reflected in the official pay rate schedule to date. There will be a 3.8% COLA across all existing positions, and the salary ranges will be reviewed using the future salary survey information reflecting the reorganization of positions later this year.

Board President Lee Reeder thanked GM Brown for providing the previous pay schedule.

Trustee Smith made a motion to approve the Official Pay Rate Schedule for Fiscal Year 2026/2027.

MOVED/SECOND: Trustee Smith/Trustee Lee Reeder

AYES: Trustees Lee Reeder, Gilbert, Avdis, Hill, Smith

NOES: None

ABSTAIN: None

ABSENT: Trustee Bains, Trustee Chan

ACTION: The motion to approve the Official Pay Rate Schedule for Fiscal Year 2026/2027 is approved.

6.3. LARSEN WURZEL & ASSOCIATES (LWA): Approval of Professional Services Agreement

Trustee Tom Smith recused himself from item 6.3 and left the room.

GM Brown made known that in 2023, the District engaged Larsen Wurzel & Associates (LWA) to prepare an update to the Nexus Study for the Development Impact Fee (DIF). LWA completed a draft of the Nexus Study update in May 2025 at which time LWA was directed to review the scope and costs of the projects included in the CIP Appendix to the Nexus Study. GM Brown is requesting a \$50,000 contract amendment for LWA to complete this work. This amendment would also cover outreach with developers and ongoing administration over the next five years. GM Brown reported that this is covered in the budget for fiscal year 2026/2027.

Trustee Avdis had questions about how often the CIP projects were added or removed. GM Brown discussed how most projects are still the same but one additional project was included. GM Brown also distinguished the difference between the projects included in the DIF Nexus Study and the projects included in the Capital Improvement Program. Trustee Avdis wants to spend more time learning about the projects to gain a better understanding. Trustee Avdis also requested that RD 1000 undertake more outreach.

Commentor Doug Beamer asked about the frequency of DIF developments. GM Brown responded that it should occur every five years, with annual adjustments for inflation. The

current DIF update will become affective in Fiscal Year 2027/2028 and will escalate each year until the next update is completed.

Trustee Avdis made a motion to approve the Amendment to the Professional Services Agreement with Larsen Wurzel & Associates.

MOVED/SECOND: Trustee Avdis/Trustee Hill

AYES: Trustees Lee Reeder, Gilbert, Avdis, Hill,

NOES: None

ABSTAIN: None

ABSENT: Trustee Bains, Trustee Chan

ACTION: The motion to approve the Professional Services Agreement with Larsen Wurzel & Associates is approved.

7. BOARD OF TRUSTEES' COMMENTS/REPORTS/ACTIVITY

7.1. BOARD COMMENTS & REPORTS

Trustee Lee Reeder asked if any of the Trustees had comments.

Trustee Gilbert mentioned that he was attending the San Rafael CSDA Conference in September.

Board President Lee Reeder recounted receiving a CSDA Leadership Award.

7.2. BOARD ACTIVITY:

Committee Meetings Since Last Board Meeting

- Executive Committee (Lee Reeder & Gilbert) May 27, 2026

Upcoming Meetings

- SAFCA Board Meeting – June 18, 2026 @ 3:00 pm
- RD 1000 Executive Committee Meeting – June 24 @ 2:30 pm
- RD 1000 Board Meeting – July 10, 2026 @ 8:00 am

8. CLOSED SESSION

8.1. CLOSED SESSION UNDER GOV. Code § 54956.9 POTENTIAL LITIGATION – (one case – Sofa Republic, Inc.)

9. RECONVENE TO OPEN SESSION

9.1. Report on Closed Session.

Counsel Shapiro stated that the Board and Counsel discussed the matter and provided direction to Counsel. There is no reportable action.

10. ADJOURN

With no other board business, Board President Lee Reeder adjourned the meeting.



RECLAMATION DISTRICT NO. 1000

DATE: JULY 10, 2026

AGENDA ITEM NO. 5.2

TITLE: Treasurer's Report

SUBJECT: Approve Treasurer's Report for June 2026

EXECUTIVE SUMMARY:

This Staff Report aims 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 attached report provides monthly beginning and ending balances for operations and maintenance cash flow. It includes the current month's receipts, fund-to-fund transfers, accounts payable, and payroll. The Treasurer's Report also features notable fund and cash flow items for June 2026.

The District maintains funds in the California State Controller Local Agency Investment Fund (LAIF), the Sacramento County Treasurer, and River City Bank. In fiscal year ending June 30, 2026 the District primarily relied on levied property assessments and the Stormwater Fee for revenue. Sacramento and Sutter County property tax bills collect the assessments and fees.

The Board of Trustees approves a resolution annually that designates 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. In contrast, the District's Investment Policy guides investments made by the District of any surplus or reserve funds it may have.

RECOMMENDATION:

Staff recommends that the Board approve the June 2026 Treasurer's Report.

ATTACHMENTS:

1. Treasurer's Report June 2026

STAFF RESPONSIBLE FOR REPORT:



Joleen Gutierrez, Administrative Services Manager

Date: 07/01/2026

Reclamation District 1000
Treasurer's Report
June 2026

Treasurer's Report for June 2026

June 2026		Ending Balance @ 6/30/26
Total Funds at 6/30/26		11,446,581.79
River City Operating*	Included in O&M cash flow below	(985,680.56)
River City Money Market	Included in O&M cash flow below	4,336,928.69
River City Grants	Included in O&M cash flow below	927,106.52
River City Acquisition Funds		447,953.23
Sacramento County Treasurer		1,307,812.39
Sacramento County Treasurer - Stormwater Fund		3,189,111.41
State Treasurer - Local Agency Investment Fund		1,348,546.19
California Class		563,050.08
City of Sacramento - Pool A		311,753.84

June 2026 - Operations and Maintenance Cash Flow	River City Operating	River City Money Market	River City Grants	Combined O&M
Beginning Balance at 6/1/26	179,923.94	2,722,102.30	924,218.01	3,826,244.25
Transfers to/from RCB money market account	633,278.98	(633,278.98)	-	-
Transfers to/from RCB operating account	(2,237,461.94)	2,237,461.94	-	-
Transfers from Acquisition Funds	674,898.44	-	-	674,898.44
Monthly interest	-	10,653.43	2,898.51	13,551.94
Current months receipts	1,570,901.83	-	-	1,570,901.83
Accounts Payable*	(1,639,307.21)	(10.00)	(10.00)	(1,639,327.21)
Payroll	(112,239.69)	-	-	(112,239.69)
Building debt service payment	(55,674.91)	-	-	(55,674.91)
Ending Balance at 6/30/26	(985,680.56)	4,336,928.69	927,106.52	4,278,354.65

*See Attached Check Register

June 2026 deposits are made up of the following:

Developer receipts	69,433.18
SAFCA	1,494,601.00
Sac City Fire Dept.	6,227.15
Misc. receipts/revenues	515.90
Voided check	124.60
	<hr/>
	1,570,901.83
	<hr/> <hr/>



RECLAMATION DISTRICT NO. 1000

DATE: JULY 10, 2026

AGENDA ITEM NO. 5.3

TITLE: Expenditure Report

SUBJECT: Review and Accept Reports for June 2026

EXECUTIVE SUMMARY:

This Staff Report informs the Board of monthly expenditures and explains any expenses outside the usual course of business. Staff recommends that the Board review and accept the Expenditure Report for June 2026.

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

The Expenditure Report (Attachment 1) notes a few items: The Expenditure Report (Attachment 1) notes the following items: \$600,000 to Sofa Republic for settlement of tenant relocation; \$568,463 to Duperon Corporation; \$63,552 to Allied Public Risk for General Liability Insurance (2nd installment); \$45,000 to Target Specialty products for herbicides.

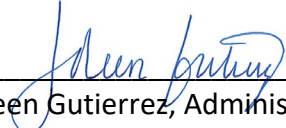
RECOMMENDATION:

Staff recommends that the Board review and accept the Expenditure Reports for June 2026.

ATTACHMENTS:

1. June 2026 Expenditure Report

STAFF RESPONSIBLE FOR REPORT:



Joleen Gutierrez, Administrative Services Manager

Date: 07/01/2026

Transaction Report
June 2026

1001.00 River
City Operating

Transaction date	Num	Name	Description	Amount	Balance
Beginning Balance					179,923.94
06/01/2026	53993	Blue Ribbon Maintenance (BNCB Enterprises, Inc.)	Inv No: 559757	-495.00	179,428.94
06/01/2026	53994	Allied Universal Security Services	Inv No: 18530955	-16,939.97	162,488.97
06/01/2026	53995	Streamline	Inv No: A14C0AB6-0067	-373.10	162,115.87
06/01/2026	53996	Roth Staffing Services	Inv No: 16401736	-821.10	161,294.77
06/01/2026	53997	Carson Landscape Industries	Inv No: 1179763	-185.00	161,109.77
06/01/2026	53998	Green Light Termite and Pest	Inv No: 111807	-85.00	161,024.77
06/01/2026	53999	T-Mobile USA, Inc	Acct No: 987329339	-159.25	160,865.52
06/01/2026	54000	Kjeldsen, Sinnock & Neudeck, Inc.	Inv No: 43388	-4,710.00	156,155.52
06/01/2026	54001	Cintas	Inv No: 9374827201	-117.45	156,038.07
06/01/2026	54002	J Franko Electric	Inv No(s): 26133, 26130	-2,225.33	153,812.74
06/01/2026	54003	J Franko Electric	Inv No: 26134	-10,970.95	142,841.79
06/01/2026	54004	AMCS Group, Inc.	Inv No: 202561	-1,071.27	141,770.52
06/01/2026	54005	Contour Sierra Aebi Terratrac, LLC	Inv No: 15261	-630.07	141,140.45
06/01/2026	1990		June 2026 building mortgage payment	-55,674.91	85,465.54
06/01/2026	1998		Void EFT ck# 1101058	124.60	85,590.14
06/02/2026	54009	Downey Brand LLP	Inv No: 628135	-2,646.00	82,944.14
06/02/2026	54008	Downey Brand LLP	Inv No: 628136	-2,000.00	80,944.14
06/02/2026	54006	ACWA JPIA	Inv No: 0709432	-1,529.88	79,414.26
06/02/2026	54007	PG&E	Acct No: 8886406823-9	-17.65	79,396.61
06/02/2026	15	CalPERS		-1,367.28	78,029.33
06/03/2026		Watt EV Development Project		15,000.00	93,029.33
06/03/2026	EFT	City of Sacramento		-64.72	92,964.61
06/03/2026	EFT	City of Sacramento		-103.00	92,861.61
06/03/2026	EFT	City of Sacramento		-153.89	92,707.72
06/03/2026	EFT	City of Sacramento		-87.15	92,620.57
06/04/2026	54010	Sonitrol of Sacramento	Inv No: 5302231	-42.82	92,577.75
06/04/2026	54011	AT&T	BAN: *****2144	-2,681.24	89,896.51
06/04/2026	EFT	WM Corporate Services, Inc.		-369.90	89,526.61
06/04/2026	EFT	WM Corporate Services, Inc.		-1,338.75	88,187.86
06/04/2026	EFT	City of Sacramento		-53.04	88,134.82
06/04/2026	EFT	CalPERS		-298.33	87,836.49
06/04/2026	EFT	CalPERS		-13,334.67	74,501.82
06/04/2026	EFT	CalPERS		-255.42	74,246.40
06/05/2026	2081		6/5/26 payroll activity	-16,450.87	57,795.53
06/05/2026	2081		6/5/26 payroll activity	-35,936.58	21,858.95
06/08/2026	54012	Terrapin Technology Group	Inv No: 26-952	-2,510.31	19,348.64
06/08/2026	54013	Roth Staffing Services	Inv No: 16404076	-547.40	18,801.24
06/08/2026	54014	Bowman	Inv No: 563222	-165.00	18,636.24
06/08/2026	54015	Robert G Merritt	Inv No: 1959	-997.50	17,638.74

06/08/2026	54016	Bearing Belt & Chain	Inv No: 666920	-389.38	17,249.36
06/08/2026	54017	Airgas USA, LLC	Inv No: 5525307124	-599.56	16,649.80
06/08/2026	54018	Grow West	Inv No: 1396337	-162.79	16,487.01
06/08/2026	54019	Napa Auto Parts	Inv No: 701668	-705.31	15,781.70
06/08/2026	54020	Pape Machinery	Inv No: 16924777	-267.88	15,513.82
06/08/2026	54021	Cintas	Inv No(s): 5339786301, 4268819455	-195.40	15,318.42
06/08/2026	54022	Allied Public Risk	Inv No: 121704, 121708, 121700	-63,552.25	-48,233.83
06/08/2026	EFT	CalPERS		-1,300.00	-49,533.83
06/09/2026	54023	Carson Landscape Industries	Inv No: 1195623	-795.60	-50,329.43
06/09/2026	54024	Del Paso Pipe & Steel	Order No: A242101	-7,714.30	-58,043.73
06/09/2026	54025	Elena Lee Reeder	CSDA San Diego 2026 Reimbursement	-2,041.21	-60,084.94
06/09/2026	54026	Howard Chan	CSDA San Diego 2026 Reimbursement	-1,370.07	-61,455.01
06/09/2026	EFT	CalPERS		-17,777.06	-79,232.07
06/10/2026	54027	VERIZON	Inv no: 376000087020	-632.95	-79,865.02
06/11/2026		City of Sac - Fire Station #3		6,227.15	-73,637.87
06/11/2026		SAFCA		1,494,601.00	1,420,963.13
06/11/2026	2004		Credit card incentive payment from US Bank	156.81	1,421,119.94
06/11/2026	2015		Sutter Point Collection for FY 2026 activity	44,433.18	1,465,553.12
06/12/2026	54029	CalPERS	CalPERS ID: 1118939592	-99,923.00	1,365,630.12
06/12/2026	54030	Corporate Payment Systems	Acct# 4246 04** **** 4049 05-22- ****	-4,011.37	1,361,618.75
06/12/2026	2079		ADP fees	-123.10	1,361,495.65
06/15/2026	54031	Roth Staffing Services	Inv No: 16406454	-1,020.00	1,360,475.65
06/15/2026	54032	Rael & Letson	Inv No: 277708	-9,300.00	1,351,175.65
06/15/2026	54033	Smile Business Products	Inv No: 1356077	-392.78	1,350,782.87
06/15/2026	54034	Downey Brand LLP	Inv No: 628426	-767.00	1,350,015.87
06/15/2026	54035	County of Sacramento	Inv No: 81582	-1,012.25	1,349,003.62
06/15/2026	54036	Occupational Health Centers of CA	Inv No: 91224312	-113.00	1,348,890.62
06/15/2026	54037	Sonitrol of Sacramento	Proposal: 48128-2	-12,188.19	1,336,702.43
06/15/2026	54038	Sonitrol of Sacramento	Proposal: 48129-2	-10,045.23	1,326,657.20
06/15/2026	EFT	City of Sacramento		-189.58	1,326,467.62
06/15/2026	EFT	Zenith Insurance Company		-3,594.00	1,322,873.62
06/16/2026	54039	SMUD	Acct No: 7217362	-43.95	1,322,829.67
06/16/2026	54040	County of Yolo	Inv No: 1208	-190.19	1,322,639.48
06/16/2026	54041	Sonitrol of Sacramento	Inv No: 5303190	-7,111.81	1,315,527.67
06/17/2026	54042	Cintas	Inv No: 2000215418	-1,135.24	1,314,392.43
06/17/2026	54043	PG&E	Acct No: 3702326178-9	-52.19	1,314,340.24
06/17/2026	54044	Downey Brand LLP	Inv No: 628632	-4,389.00	1,309,951.24
06/17/2026	EFT	City of Sacramento		-184.49	1,309,766.75
06/17/2026	EFT	City of Sacramento		-5.64	1,309,761.11
06/18/2026	54045	Verizon Wireless	Inv No: 6145069385	-190.54	1,309,570.57
06/18/2026	2002		6/15/26 payroll activity, Holleman cell phone	-19,858.44	1,289,712.13
06/18/2026	2002		6/15/26 payroll activity, Holleman cell phone	-39,993.80	1,249,718.33
06/22/2026	EFT	City of Sacramento		-89.24	1,249,629.09
06/22/2026	EFT	City of Sacramento		-105.61	1,249,523.48
06/23/2026	54046	Komatsu	Inv No(s): P10198 , P10197	-942.51	1,248,580.97
06/23/2026	54047	Roth Staffing Services	Inv No: 164088419	-1,351.50	1,247,229.47
06/23/2026	54048	SMUD	Acct No: 7000000317	-33,967.10	1,213,262.37

06/23/2026	54049	Mead & Hunt	Inv No: 409209	-2,382.50	1,210,879.87
06/23/2026	54050	Page Design Group	Inv No: 4FB5B92F-0003	-1,500.00	1,209,379.87
06/23/2026	54051	Duperon Corporation	Inv No: 27643	-568,463.02	640,916.85
06/23/2026	54052	Cintas	Inv No: 4271819896	-168.33	640,748.52
06/23/2026	54053	Durham Pump & Irrigation	Inv No: 0226545-IN	-6,902.10	633,846.42
06/23/2026	54054	Verizon Wireless	Inv No: 6145993622	-189.67	633,656.75
06/23/2026	54055	Target Specialty Products	Inv(s) Ending In: 168144,171725,167562,183110	-45,389.45	588,267.30
06/23/2026	54056	T-Mobile USA, Inc	Acct No: 987329339	-159.25	588,108.05
06/23/2026	54057	County of Sacramento	Inv No: 81326	-1,885.70	586,222.35
06/23/2026	EFT	City of Sacramento		-9.39	586,212.96
06/24/2026	EFT	CalPERS		-23,479.78	562,733.18
06/25/2026	54058	Sofa Republic Inc	Sofa Republic Settlement Check	-600,000.00	-37,266.82
06/25/2026	EFT	CalPERS		-1,300.00	-38,566.82
06/25/2026	EFT	City of Sacramento		-19.12	-38,585.94
06/26/2026	2080		ADP fees	-112.30	-38,698.24
06/29/2026	54059	Larsen Wurzel & Associates	Inv No: 2409000-0526	-9,926.10	-48,624.34
06/29/2026	54060	Roth Staffing Services	Inv No: 16411207	-1,528.30	-50,152.64
06/29/2026	54061	PG&E	Acct No: 8886406823-9	-10.27	-50,162.91
06/29/2026	EFT	City of Sacramento		-74.16	-50,237.07
06/29/2026	2012		Panhandle Cononelos developer deposit	10,000.00	-40,237.07
06/29/2026	2013			359.09	-39,877.98
06/30/2026	54062	Allied Universal Security Services	Inv No: 18640516	-16,503.06	-56,381.04
06/30/2026	54063	Culligan	Inv No: CD3965579	-15.00	-56,396.04
06/30/2026	2076		Transfer from Acquisition Fund account to Operating account	600,000.00	543,603.96
06/30/2026	2076		Transfer from Acquisition Fund account to Operating account	74,898.44	618,502.40
06/30/2026	2078		Transfer from M/M to operating	633,278.98	1,251,781.38
06/30/2026	2078		Transfers from operating to M/M	-2,237,461.94	-985,680.56
Total for 1001.00 River City Operating				-\$1,165,604.50	
Total for Cash and Investments with sub-accounts				-\$1,165,604.50	
TOTAL				-\$1,165,604.50	

Net Activity

Deposits	1,570,777.23
Transfers from money market	633,278.98
Transfers from Acquisition fund	674,898.44
Transfers to money market	-2,237,461.94
Payroll activity	-112,239.69
Accounts payable	-1,639,307.21
Voided check	124.60
Building note payment	-55,674.91

Total net activity **-\$1,165,604.50**



RECLAMATION DISTRICT NO. 1000

DATE: JULY 10, 2026

AGENDA ITEM NO. 5.4

TITLE: Budget to Actual Report

SUBJECT: Review and Accept Report for June 2026

EXECUTIVE SUMMARY:

The Budget-to-Actual report provides a monthly snapshot of how well the district is meeting its budget goals for the fiscal year. The monthly report presents actual expenditures, budgeted expenditures, and the budget percentage in a three-column format. Each line item compares budgeted amounts against real-to-date expenses. Significant line item variances (if any) will be explained below.

Attachment 1 provides a report for the Fiscal Year ending June 30, 2026. The most significant Administrative expenditures were: Unbudgeted Administration: \$1,101,101 for temporary office rent, tenant relocation costs, and interest on building purchase; Government Fees and Permits: \$52,706; Legal Services: \$186,157; Liability Insurance: \$272,009; Administrative Consultants: \$99,811; and \$45,993 in Annual Memberships.

The most significant Operations expenditures include: Power \$662,631, Herbicides \$148,409, Facility Repairs \$624,339, and Equipment Service and Supplies \$91,330.

BACKGROUND:

The Board of Trustees adopts the district's annual budget in June. Typically, three board committees review the draft budget prepared by staff. 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 on the budget, the Finance Committee prepares the final draft for consideration. After review by the Finance Committee, the final Proposed Budget is presented to the entire Board for review and adopted at a regular Board meeting in June.

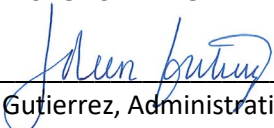
RECOMMENDATION:

Staff recommends that the Board review and accept the Budget-to-Actual Report for June 2026.

ATTACHMENTS:

1. Budget to Actual Report June 2026

STAFF RESPONSIBLE FOR REPORT:



Joleen Gutierrez, Administrative Services Manager

Date: 07/01/2026

**Reclamation District No. 1000
Budget to Actual Comparison
July 1, 2025 to June 30, 2026 (Twelve Months Ending of Fiscal 2026)**

	Year to Date July 1, 2025 to June 30, 2026	Budget	Percent of Budget
Operation & Maintenance Income			
District Special Benefit Assessment	2,684,940	1,141,591	235.19%
District Stormwater Fee	1,538,690	3,162,367	48.66%
Rents	24,909	24,000	103.79%
Interest Income	336,097	320,984	104.71%
SAFCA - O/M Assessment	1,494,601	1,508,198	99.10%
Misc Income	25,720	3,000,000	0.86%
Total	6,104,957	9,157,140	66.67%
Restricted Fund			
Metro Airpark Groundwater Pumping	45,987	40,000	114.97%
Total Combined Income	6,150,944	9,197,140	66.88%
Administration, Operations and Maintenance - Expenses			
Administration			
Government Fees/Permits	52,706	36,950	142.64%
Legal	186,157	140,000	132.97%
Liability/Auto Insurance	272,009	252,595	107.69%
Office Supplies	5,397	15,000	35.98%
Computer Costs (Information Technology)	40,093	42,600	94.12%
Accounting/Audit	61,190	63,000	97.13%
Admin. Services	10,090	25,250	39.96%
Utilities (Phone/Water/Sewer)	31,597	31,500	100.31%
Mit. Land Expenses	5,205	5,500	94.64%
Administrative Consultants	99,811	66,500	150.09%
Assessment/Property Taxes (SAFCA - CAD)	18,941	25,000	75.76%
Admin - Misc./Other Expenses	7,235	15,000	48.23%
Memberships	45,993	43,215	106.43%
Office Maintenance & Repair	19,553	32,500	60.16%
Payroll Service	3,157	3,750	84.19%
Public Relations	20,653	25,000	82.61%
Small Office & Computer Equipment	3,756	14,500	25.90%
Election	-	45,000	0.00%
Conference/Travel/Professional Development	17,505	50,000	35.01%
Unbudgeted Administration	1,101,101	-	N/A
Sub Total	2,002,149	932,860	214.62%
Personnel/Labor			
Wages	1,385,262	1,441,644	96.09%
Group Insurance	106,859	118,184	90.42%
Worker's Compensation Insurance	39,041	45,000	86.76%
OPEB - ARC	199,846	99,923	200.00%
Dental/Vision/Life	18,944	22,147	85.54%
Payroll Taxes	98,767	108,123	91.35%
Pension	287,451	471,710	60.94%
Continuing Education	2,335	10,000	23.35%
Trustee Fees	30,600	25,000	122.40%
Annuitant Health Care	71,846	75,000	95.79%
Sub Total	2,240,951	2,416,731	92.73%
Operations			

Power	662,631	515,712	128.49%
Supplies/Materials	24,795	23,000	107.80%
Herbicide	148,409	153,424	96.73%
Fuel	61,689	82,811	74.49%
Field Services	190,078	272,000	69.88%
Field Operations Consultants	12,396	16,500	75.13%
Equipment Rental	576	5,000	11.52%
Refuse Collection	50,400	200,000	25.20%
Equipment Repair/Service	40,930	25,000	163.72%
Equipment Parts/Supplies	42,967	30,000	143.22%
Facility Repairs	624,339	816,500	76.47%
Shop Equipment (not vehicles)	-	7,500	0.00%
Field Equipment	5,025	2,000	251.25%
Misc/Other 2	1,047	4,500	23.27%
Utilities - Field	29,665	25,000	118.66%
Government Fees/Permits - Field	12,681	11,500	110.27%
Sub Total	1,907,628	2,190,447	87.09%
Equipment			
Equipment	16,118	-	N/A
Sub Total	16,118	-	N/A
Consulting and Contracts			
Engineering/Technical Consultants	81,837	350,000	23.38%
Security Patrol	273,361	225,000	121.49%
Temporary Admin	104,158	90,000	115.73%
Sub Total	459,356	665,000	69.08%
FMAP Expenditures			
LOI/SWIF (Consultants)	-	-	N/A
Equipment	-	-	N/A
Operations & Maintenance (Field)	-	-	N/A
Administrative	-	-	N/A
Sub Total	-	-	N/A
Total A, O & M Expenses	6,626,202	6,205,038	106.79%
Capital Expenses			
Capital Office Upgrades	-	25,000	0.00%
Capital Real Estate Acquisition	4,389,560	4,500,000	97.55%
Capital Facilities	67,496	4,800,000	1.41%
Sub Total	4,457,056	9,325,000	47.80%
Total All Expenditures	11,083,258	15,530,038	71.37%

A Includes temporary office rent, tenant relocation costs and interest costs on building purchase



RECLAMATION DISTRICT NO. 1000

DATE: JULY 10, 2026

AGENDA ITEM NO. 5.5

TITLE: Investment Report

SUBJECT: Monthly District Investment Report – June 2026

INTRODUCTION:

The Monthly Investment Report informs the Board of the District's investment activity to ensure alignment with the District's Investment Policy, focusing on "Security, Liquidity, and Yield."

Monthly investment reporting lags by one month due to the timing of monthly pooled fund yields.

EXECUTIVE SUMMARY:

1. Investment Holdings Summary:

The District maintains investment balances in Sacramento City Pool A, Sacramento County Treasury, LAIF, California Class, and River City Bank.

2. Performance Metrics:

City Pool A's most recent report shows a yield of 3.80% for May 2026. City Pool A offers a competitive yield among the District's pooled investments; however, it maintains the second-highest fee structure, currently 0.26%, with an increase to 0.28% effective July 1, 2026.

Sacramento County Treasury yields are reported quarterly and are not yet available for April 2026. The most recent reported yield is 3.734% for April 2026. The County Treasury maintains a fee structure of 0.06%.

LAIF's most recent reported yield is 3.81% for May 2026. LAIF continues to carry the highest management fee at 0.34%.

The California Class (Prime) reported a June 2026 yield of 3.70%, consistent with the May 2026 yield of 3.70%. California Class maintains a stable 0.1% management fee.

River City Bank (RCB) reports a yield of 3.88% for June 2026. This account continues to provide the highest yield among the District's investments with zero management fees.

3. Compliance and Policy Adherence:

The District's investments adhere to the District's investment policy.

INFORMATIONAL:

Since the June 2026 Board Meeting, staff have continued to closely monitor the pooled fund's performance.

RECOMMENDATION:

Staff recommends that the Board review the attached Investment Report. Economic conditions and pooled fund performance should continue to be monitored.

ATTACHMENTS:

1. Monthly Investment Report (June 2026)

Note: The "current reporting yield" may be one month behind. Because of this, it may not accurately represent the actual to-date yield or account balances for the "current reporting period."

STAFF RESPONSIBLE FOR REPORT:



Joleen Gutierrez, Administrative Service Manager

Date: 07/01/2026



RECLAMATION DISTRICT 1000

DATE: JULY 10, 2026

AGENDA ITEM NO. 5.6

TITLE: CPS HR Consulting Services Agreement for Executive Recruitment

SUBJECT: Consider Approval of Consulting Services Agreement with CPS HR Consulting for Executive Recruitment

EXECUTIVE SUMMARY:

The Reclamation District No. 1000 (District) Board of Trustees recently approved an organizational restructuring through the FY 2026-2027 budgeting process that included the addition of a new Deputy General Manager position to support the General Management with CIP planning and implementation, development reviews, USACE and SAFCA coordination related to the Natomas Basin Project, CVFPB encroachment permit endorsements and enforcement actions, and other responsibilities to strengthen the organizational leadership. To ensure a comprehensive, professional, and competitive recruitment process, staff proposes engaging CPS HR Consulting Services, a firm with extensive experience in public-sector executive search and a strong track record in identifying qualified candidates for specialized leadership positions.

The proposed agreement (Attachment 1) outlines the “Full Executive Recruitment” services, including position analysis, candidate outreach, screening, and facilitation of the selection process.

FISCAL IMPACT:

The cost of the recruitment services will be in accordance with the fee structure set forth in the proposal. Funding for this recruitment has been included in the District’s approved FY 2026-2027 budget.

RECOMMENDATION:

Staff recommends approval of a consulting agreement with CPS HR Consulting Services for “Full Executive Recruitment” services, allowing the District to move forward with a comprehensive recruitment process for the newly created position of Deputy General Manager.

ATTACHMENTS:

1. Consulting Services Proposal from CPS HR Consulting Services

STAFF RESPONSIBLE FOR REPORT:

Scott L. Brown, General Manager

Date: 07/01/2026

CPS HR CONSULTING

Your Trusted HR Advisor For 40 Years

CALIFORNIA | COLORADO | TEXAS | OHIO



PROPOSAL

Reclamation District 1000

Executive Recruitment Services for Deputy General Manager

June 30, 2026

Submitted by:

Melissa Asher

Chief of Client Services

CPS HR Consulting, 2450 Del Paso Road, Suite 220, Sacramento, CA 95834

P: (916) 471-3358, masher@cpsshr.us

Tax ID: 68-0067209

cpshr.us

Table of Contents

Recruitment Experts	1
Our Approach	6
Key Stakeholder Involvement.....	6
The District's Needs	6
Commitment to Communication	6
Aggressive, Proactive, and Robust Recruitment.....	6
Diversity Outreach Process	7
Methodology and Scope of Work.....	8
Phase I - Develop Candidate Profile and Recruitment Strategy	9
Phase II - Aggressive, Proactive, and Robust Recruitment	10
Phase III - Selection	11
Timeline	13
Our Executive Recruiting Team.....	14
Professional Fees and Guarantee	16
Professional Services	16
One-Year Service Guarantee	16

June 30, 2026

Scott L. Brown, PE, General Manager
Reclamation District No. 1000
1633 Garden Highway
Sacramento, CA 95833

Submitted via email to: sbrown@rd1000.org

Subject: Executive Recruitment Services for Deputy General Manager

Dear Mr. Brown,

CPS HR Consulting (CPS HR) is pleased to have the opportunity to submit a proposal to assist the Reclamation District 1000 (District) with the recruitment of a new Deputy General Manager. We are uniquely qualified to undertake this effort as we have vast experience in assisting public agencies with executive search, screening, and placement. We have 40 years of experience providing human resources services to state and local government agencies and non-profit organizations, and over 20 years of experience placing top executives in public agencies throughout the United States.

We understand that each agency is unique, and our extensive experience allows us to tailor our process to specifically meet your needs. Our work with local government agencies throughout the United States gives us an in-depth understanding of government operations, programs, and services.

CPS HR offers a broad spectrum of human resource services while delivering personalized, results-oriented services, utilizing best practice methods of recruitment and selection strategies from our team of recruitment experts. Each recruitment is an opportunity to shape and prepare your organization for the future. We understand how important this transition is for you and are perfectly placed to assist you in this endeavor. Once this project begins, we will work with the District to tailor our process to highlight this exciting opportunity and attract the best possible candidates.

It is our commitment to work in partnership with your organization to a successful result.

Thank you for the opportunity to be considered for this assignment. Should you have questions or comments about the information presented in this proposal, **please do not hesitate to contact me at (916) 471-3358 or via email at masher@cpshr.us.**

Sincerely,



Melissa Asher, Chief of Client Services

Recruitment Experts

CPS HR specializes in the recruitment and selection of key professionals for cities, counties, special districts, and non-profits. Working in partnership with the governing body or selection team, we develop customized search strategies that focus on locating and recruiting qualified candidates who match the agency's unique needs. Our wealth of recruitment experience has been gained through **more than 20 years** of placing top and mid-level executives in public agencies throughout the United States.

- **Unmatched Recruitment Experience for Government Agencies.** CPS HR has extensive experience in recruiting executive-level professionals for public agencies across the United States. As a public agency ourselves, we understand how to work with and within government. Our understanding of public sector culture and policy uniquely sets us apart from our competitors.
- **Focus on Diversity Recruiting.** In the past three years, 57% of the candidates placed by CPS HR were female, members of ethnic minorities or both. To continue this trend, CPS HR is constantly assessing the best methods for reaching the broadest network of possible candidates. To that end, we have just signed a contract with Zoom Info, a new sourcing platform, that includes a diversity sourcing filter.
- **Seasoned Executive Recruiters.** Our recruiters possess a high level of expertise in recruiting and placing executive-level professionals. Our staff of experts includes an exceptional group of full-time employees as well as a full complement of subject matter experts, intermittent employees, and part-time employees with a variety of public and private sector experience.
- **Detailed Needs Assessments.** We conduct a detailed needs assessment to identify 1) future organizational direction; 2) challenges facing the position; 3) the working style and organizational climate; and 4) required core and job specific competencies as well as personal and professional characteristics.
- **Success Recruiting Non-Job Seeking Talent.** We recognize that the very best candidates for some types of positions may not be looking for a career change, therefore, our recruitment team takes a very aggressive approach to identify and recruit such candidates.
- **Vast Pool of Public Agency Contacts.** CPS HR maintains a database of candidates and an extensive network of external resources to leverage for executive-level positions. We utilize our vast pool of public and non-profit contacts to deliver a strong list of competitive candidates who will be well prepared to assist you in the accomplishment of your specific mission and goals.

- **Satisfied Clients.** *Our executive search client satisfaction rating averages 4.6 on a scale of 5.* While many companies talk about client satisfaction, how many measure the impact of that through assessing client satisfaction by distributing written surveys and tying the results of these surveys to their performance management system? CPS HR Consulting does. A client satisfaction survey is sent at the end of every engagement requesting feedback on the quality of our staff, deliverables, and the overall consulting relationship.
- **Retention/Success Rate.** Our success rate is tied to the longevity of the candidates we place, currently more than 95% of our placements are still in their position after two years.
- **Partial list of recruitments.** Below is a list of recent executive recruitments to showcase our experience in leading searches of similar scope.

Agency	Title	Year Completed
Amador Water Agency, CA	General Manager	Current
Stege Sanitary District, CA	General Manager	Current
City and County of San Francisco Recreation and Park Department, CA	General Manager	Current
California Prison Industry Board, CA	General Manager	Current
Water Employee Services Authority, CA	Assistant General Manager of Business Services	Current
Keyes Community Services District, CA	General Manager	2026
Reclamation District 1000, CA	General Manager	2026
Tahoe-Truckee Sanitation Agency, CA	General Manager	2025
Town of Discovery Bay Community Services District, CA	Assistant General Manager	2025
Southwest Ohio Regional Transit Authority, OH	Chief Executive Officer / General Manager	2025
Goleta West Sanitary District, CA	General Manager	2025
My Sister’s House, CA	Chief Executive Officer	2025
El Dorado Irrigation District, CA	General Manager	2025
Grand Rapids General Retirement Systems, MI	Executive Director	2025
City of Sacramento, CA	Executive Director Water Forum	2025
South Suburban Park and Recreation District, CO	Executive Director	2025

*Proposal to Reclamation District 1000
Executive Recruitment Services for Deputy General Manager*

Agency	Title	Year Completed
Alameda County Transportation Commission, CA	Executive Director	2025
HTDC - Hawaii Technology Development Corporation, HI	Executive Director	2025
Southwest Ohio Regional Transit Authority, OH	Chief Executive Officer/General Manager	2025
Housing Authority of the County of Alameda (HACA), CA	Deputy Executive Director	2025
Stanislaus Animal Services Agency, CA	Executive Director of Animal Services (Outreach only)	2025
Personal Assistance Services Council (PASC), CA	Executive Director	2025
Santa Cruz County Regional Transportation Commission, CA	Executive Director	2025
My Sister's House, CA	Chief Executive Officer	2025
Stege Sanitary District, CA	District Manager	2024
Ojai Valley Sanitary District, CA	General Manager	2024
Santa Lucia Community Services District, CA	General Manager	2024
South Placer Municipal Utility District, CA	General Manager	2024
Ironhouse Sanitary District, CA	General Manager	2024
City of San Jose, CA	Regional Wastewater Facility General Manager	2024
Stanislaus County Housing Authority, CA	Executive Director (Outreach only)	2024
San Diego Ethics Commission, CA	Executive Director	2024
San Joaquin Area Flood Control Agency, CA	Executive Director	2024
San Diego Association of Governments, CA	Chief Executive Officer	2024
Ventura County Employees' Retirement Association, CA	Retirement Administrator	2024
Contra Costa County Employees' Retirement Association, CA	Chief Executive Officer	2024
Fresno Council of Governments, CA	Executive Director	2024
Orange County Power Authority, CA	Chief Executive Officer	2024
California Student Aid Commission (CSAC), CA	Executive Director	2024

*Proposal to Reclamation District 1000
Executive Recruitment Services for Deputy General Manager*

Agency	Title	Year Completed
Harlingen Waterworks Systems, TX	Assistant General Manager	2024
City and County of San Francisco, CA	Assistant General Manager, Wastewater Enterprise (Outreach)	2024
Utah Transit Authority, UT	General Manager	2024
County Welfare Directors Association of California, CA	Executive Director	2024
Southern California Public Power Authority (SCPPA), CA	Executive Director	2024
California Building Standards Commission, CA	Executive Director	2024
North San Joaquin Water Conservation District, CA	General Manager	2023
Coastside County Water District, CA	Assistant General Manager	2023
Sierra Lakes County Water District, CA	General Manager	2023
Central Contra Costa Sanitary District, CA	Deputy General Manager	2023
Sonoma County Transportation Authority, CA	Executive Director	2023
Mayor's Fund for Las Vegas LIFE, NV	Chief Executive Officer	2023
Sacramento County Employees' Retirement System, CA	General Counsel	2023
North of the River Recreation & Park District, CA	General Manager	2023
Selma-Kingsburg-Fowler County Sanitation District, CA	General Manager	2023
East Bay Regional Park District, CA	Assistant General Manager of Acquisition, Stewardship, and Development	2023
East Bay Regional Park District, CA	Assistant General Manager of Operations	2023
Northern Sierra Air Quality Management District, CA	Executive Director (Outreach Only)	2023
Municipalities, Colleges, Schools Insurance Group (MCSIG), CA	Executive Director	2023
Schools Insurance Group (SIG), CA	Executive Director	2023
Metropolitan Transportation Commission, CA	Executive Director	2023

*Proposal to Reclamation District 1000
Executive Recruitment Services for Deputy General Manager*

Agency	Title	Year Completed
Housing Authority of the City of San Luis Obispo, CA	Executive Director	2023
City of San Diego, CA	Executive Director	2023
Imperial County Transportation Commission, CA	Executive Director	2023
Special District Risk Management Authority (SDRMA), CA	Chief Executive Officer	2023

Our Approach

Key Stakeholder Involvement

The General Manager on behalf of Reclamation District 1000 must be intimately involved in the search for a new Deputy General Manager. Our approach assumes their direct participation in key phases of the search process. At the discretion of the General Manager, other key stakeholders may also be invited to provide input for the development of the candidate profile.

The District's Needs

A critical first step in a successful executive search is for the General Manager to define the professional and personal qualities required of the Deputy General Manager. CPS HR has developed a very effective process that will permit the General Manager to clarify the preferred future direction for the District; the specific challenges the District is likely to face in achieving this future direction; the working style and organizational climate the General Manager wishes to establish with the Deputy General Manager; and ultimately, the qualities required of the Deputy General Manager.

Commitment to Communication

Throughout the recruitment process, we are strongly committed to keeping you fully informed of our progress. We will collaborate with you to provide updates on the status of the recruitment via your preferred method of communication (phone conference, email, etc.).

We place the highest level of importance on customer service and responding in a timely manner to all client and candidate inquiries. Our previous clients and candidates have expressed a sincere appreciation for our level of service and responsiveness to the management of the recruitment process. As a result, we have many long-term relationships with clients that have led to opportunities to assist them with multiple recruitments.

CPS HR's communication continues once you have selected a candidate, and will contact the General Manager and the newly appointed Deputy General Manager within six months of appointment to ensure an effective transition has occurred.

Aggressive, Proactive, and Robust Recruitment

We take an aggressive approach in identifying and recruiting the best available candidates. There are those candidates who would gladly rise to the professional challenge and apply for this position; however, some of the best candidates are often not actively seeking a new position and may only consider a change once we present them with your opportunity. Evoking the sense of vision and opportunity in qualified persons is among the responsibilities of CPS HR, and we pride ourselves in our efforts to reach the best available potential candidates.

We use advertisements, directly email the outreach brochure, post messages and connect with potential candidates on business media such as LinkedIn, and of course, pick up the phone and call qualified individuals and referral sources.

Diversity Outreach Process

CPS HR strives to attract the most highly qualified, diverse candidate pool possible. We are pleased that our diligent efforts have resulted in more than 57% of our executive level placements being people of color and/or female candidates within the past three years.

We accomplished this by advertising with organizations like the National Forum for Black Public Administrators, the National Association of Asian American Professionals, and the Local Government Hispanic Network in order to reach these specific population groups. We also seek candidate referrals from local subject matter experts and the national leadership of groups like Women Leading Government. By taking the time to directly contact these influential industry experts, we ensure that we capture the maximum number of distinguished candidates – particularly those who are well-known in their industries, but who may not be actively looking for a new job.

Our recruitment process results in an exceptionally diverse candidate pool and a high level of client satisfaction.

Methodology and Scope of Work

Our proposed executive search process is designed to provide the District with the full range of services required to ensure the ultimate selection of a new Deputy General Manager is uniquely suited to the District's needs. *CPS HR can perform Outreach Only or Partial Recruitment services if a Full Recruitment is not needed by the District.*



Phase I: Our consultant will meet with the General Manager to ascertain the District’s needs and ideal candidate attributes, to target our search efforts, and maximize candidate fit with the District.

Phase II: The recruitment process is tailored to fit the District’s specific wants and needs, with targeted advertising, combined with contacts with qualified individuals from our extensive database.

Phase III: The selection process is customized for the District. CPS HR will work with the General Manager to determine the process best suited to Reclamation District 1000.

Below is a breakdown of the services included in each recruitment option.

Task	Description	Outreach	Partial	Full
Phase I - Develop Candidate Profile and Recruitment Strategy				
1	Finalize Schedule		X	X
2	Hold Key Stakeholder Meetings	X	X	X
3	Develop Candidate Profile	X	X	X
4	Develop Recruitment Brochure	X	X	X
Phase II – Aggressive, Proactive, and Robust Recruitment				
1	Place Ads	X	X	X
2	Identify and Contact Potential Candidates	X	X	X
3	Review Application Materials		X	X
4	Conduct Screening Interviews		X	X
5	Submit Client Report		X	X
6	Client Meeting to Select Semifinalists		X	X

7	Notify Candidates		X	X
Phase III – Selection				
1	Prepare Assessment			X
2	Schedule Candidates; Coordinate Travel			X
3	Prepare Evaluation manuals			X
4	Facilitate Finalist Selection Process			X
5	Conduct Reference and Background Checks			X
6	Assist in Negotiation (if requested)			X

Phase I - Develop Candidate Profile and Recruitment Strategy

Task 1 - Review and Finalize Executive Search Process and Schedule

Task 2 - Key Stakeholder Meetings

Task 3 - Candidate Profile and Recruitment Strategy Development

Task 4 - Develop Recruitment Brochure

The first step in this engagement is a thorough review of the District’s needs, culture and goals; the executive search process; and the schedule. CPS HR is prepared to meet with key stakeholders to obtain input in developing the ideal candidate profile and to assist us in understanding key issues and challenges that will face a new Deputy General Manager. Activities will include:

- Identifying key priorities for the new Deputy General Manager and the conditions and challenges likely to be encountered in achieving these priorities.
- Describing the type of working relationship the General Manager wishes to establish with the Deputy General Manager.
- Generating lists of specific competencies, experiences, and personal attributes needed by the new Deputy General Manager in light of the discussions above.
- Discussing recruitment and selection strategies for the General Manager’s consideration to best produce the intended results.

CPS HR will provide a summary to the District stemming from these activities as an additional source of information for developing the candidate profile and selection criteria.

Following the completion of the workshop session, CPS HR will work with a professional graphic artist to design a recruitment brochure and present it to the District for review. Please refer to **Appendix A** for a sample brochure. Additional brochure examples are available on our website at <https://www.cpsr.us/executive-level-recruitment-job-listings/>.

Phase II - Aggressive, Proactive, and Robust Recruitment

Task 1 - Place Advertisements

Task 2 - Identify and Contact Potential Candidates

Task 3 - Resume Review and Screening Interviews

Task 4 - General Manager Selects Finalists

The recruitment process is tailored to fit the District's specific wants and needs, with targeted advertising, combined with personal contacts with qualified individuals from our extensive database.

CPS HR will prepare, submit for your approval, and publish advertisements on professional and affiliate websites to attract candidates on a nationwide, regional, local or targeted basis based on the recruitment strategy.

As a consulting firm that interacts with hundreds of public sector executives during engagements, we have a cadre of individuals who we inform of recruitments, both to increase the visibility of the opening and to attract appropriate individuals who fit the special needs of our client. Communication with these professionals ensures that an accurate picture of the requirements of the job is apparent and proliferated throughout their professional networks.

CPS HR is focused on reaching a diverse candidate pool and would recommend publications/websites that are targeted to minority and female candidates. In addition to placing ads on websites aimed at minority candidates, we will contact leaders within appropriate associations to gain their insight and referrals of possible candidates.

Within the past three years, more than 57% of our executive level placements have been minority and/or female candidates.

CPS HR will prepare an email distribution list containing prospective candidates and referral sources. These individuals will receive a link to the Deputy General Manager brochure along with a personal invitation to contact CPS HR should they have any questions about the position.

CPS HR maintains a comprehensive, up-to-date database of industry leaders and experienced professionals; however, we do not rely solely upon our current database. We also conduct research to target individuals relevant to your specific needs and expectations to ensure that we are thorough in our efforts to market this position to the appropriate audience and to garner a diverse and quality pool of candidates.

We will:

- Convey a strong sense of the purpose and strategy of the District. For many talented individuals, understanding these aspects is one of the key motivators to compete in such an environment.
- Provide guidance and resources to candidates regarding the area's cost of living, mean and median housing prices, higher education opportunities, K-12 education information, and other aspects of interest to those who are considering relocating to the area.
- Actively seek highly qualified candidates who may be attracted by the prospect of collaboration with other departments, providing exceptional leadership to the District or continuing to ensure the public confidence in the integrity of the District.

CPS HR will directly receive and initially screen all resumes. This screening process is specifically designed to assess the personal and professional attributes the District is seeking and will include a thorough review of each candidate's resume, and if applicable, supplemental questionnaire responses and other supporting materials. CPS HR will personally speak to selected candidates during a preliminary screening interview and will spend extensive time ascertaining each candidate's long-term career goals and reasons why the candidate is seeking this opportunity, as well as gaining a solid understanding of the candidate's technical competence and management philosophy. We will gather data on any other unique aspects specific to this recruitment based upon the candidate profile, as well as conduct internet research on each candidate interviewed.

CPS HR will prepare a written report that summarizes the results of the recruitment process and recommends candidates for further consideration by the General Manager. Typically, the report will recommend five to eight highly qualified candidates and will include resumes and a profile on each interviewee's background. CPS HR will meet with the General Manager to review this report and to assist them in selecting a group of finalists for further evaluation.

Phase III - Selection

Task 1 - Design Selection Process

Task 2 - Administer Selection Process

Task 3 - Final Preparation for Appointment

Task 4 - Contract Negotiation (if requested)

CPS HR will design a draft selection process based on information gathered in Phase I. We will meet with the District to review this process and discuss the District's preferred approach in assessing the final candidates. The selection process will typically include an in-depth interview with each candidate but may also include other selection assessments such as an oral presentation, preparation of written materials, and/or problem-solving exercises.

We will coordinate all aspects of the selection process for the District. This includes preparing appropriate materials such as interview questions, evaluation manuals, and other assessment exercises; facilitating the interviews; assisting the District with deliberation of the results; and contacting both successful and unsuccessful candidates.

Following the completion of the selection process, CPS HR will be available to complete the following components:

- **Arrange Follow-up Interviews/Final Assessment Process:** Should the District wish to arrange follow-up interviews and/or conduct a final assessment in order to make a selection, CPS HR will coordinate this effort.
- **Conduct In-Depth Reference Checks:** The in-depth reference checks are a comprehensive 360-degree evaluation process whereby we speak with current and previous supervisors, peers, and direct reports. (It is our policy to not contact current supervisors until a job offer is made, contingent upon that reference being successfully completed, so as not to jeopardize the candidates' current employment situation.) Candidates are requested to provide a minimum of five references. CPS HR is able to ascertain significant, detailed information from reference sources due to our commitment to each individual of confidentiality, which leads to a willingness to have an open and candid discussion and results in the best appointment for the District. A written (anonymous) summary of the reference checks is provided to the District.
- **Conduct Background Checks:** Upon a conditional job offer, we will arrange for a background check of a candidate's records on driving, criminal and civil court, credit history, education, published news, and other sensitive items. Should any negative or questionable content appear during these checks, CPS HR will have a thorough discussion with the finalist(s) and will present a full picture of the situation to the District for further review.
- **Contract Negotiation (if requested):** Successful negotiations are critically important, and we are available to serve as your representative in this process. With our expertise, we can advise you regarding current approaches to various components of an employment package. We can represent your interests with regards to salary, benefits, employment agreements, housing, relocation, and other aspects, with the ultimate goal of securing your chosen candidate.

Timeline

The project team CPS HR has selected is prepared to begin work upon receipt of a fully-executed contractual agreement. All search activities up to and including the selection of a new Deputy General Manager can be completed in 14 to 16 weeks. Partial recruitments can be completed in 10-12 weeks and Outreach Only projects in 4-6 weeks. The precise schedule will depend on the placement of advertising in the appropriate professional and affiliate websites, and the ability to schedule, as quickly as possible, the initial meeting. A proposed schedule of major milestones is presented below.

Task Name	Month 1				Month 2				Month 3				Month 4			
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
Initial Meeting/ Candidate Profile	➤															
Draft Brochure		➤														
Brochure Approved/ Printed & Place Ads			➤													
Aggressive Recruiting					➤											
Final Filing Date							➤									
Preliminary Screening									➤							
Present Leading Candidates										➤						
Semi-finalist Interviews													➤			
Reference/ Background Checks														➤		
Final Interviews															➤	
Appointment																➤
Weeks	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16

Our Executive Recruiting Team

CPS HR has assembled a strong project team with each member possessing extensive recruiting experience and a direct, in-depth understanding of local government. We are committed to providing each of our clients with the same level of service excellence, and we take great care not to take on more work than this commitment allows. We will not utilize subcontractors for these services. No staff member will be removed or replaced without the prior written concurrence of the District.

Allison Picard

Allison brings over 40 years of local government executive experience in both Finance and Human Resources and has worked in diverse counties, cities and special districts. She has been responsible for the agency budget and general administration in both LA and Kings counties. Mid-career Allison moved into Human Resources and served as the HR Director in several agencies providing the full array of HR programs including labor relations, recruitment/testing, benefits, training, compensation and classification, and risk management. She is considered a statewide leader in the human resources field having served as President of CalPELRA. After retiring, she continues to assist agencies serving as an interim HR Director and performing executive recruitments.

Employment History

- Project Consultant, Executive Recruitment, CPS HR Consulting
- Assistant General Manager for Employee Relations, East Bay Regional Parks
- Assistant General Manager for HR and Labor, Bay Area Rapid Transit (BART)
- Chief Assistant County Administrator, Contra Costa County
- Human Resources Director, City of Fairfield
- Deputy CAO/HR Director, County of Kings
- Chief Analyst, LA County Administrative Office Budget Division

Education and Certifications

- M.A., Public Administration, Cal State Long Beach
- B.A., US History, Loyola Marymount University

Professional Affiliations

- CalPELRA, Past President, Conference Committee and Board member
- Chairperson, Martinez Civil Service Commission
- Credentialed County Senior Executive, California State Association of Counties – CSAC

Fatima Nukic, Executive Recruiter

Fatima Nukic brings more than 15 years of experience with CPS HR Consulting and over a decade of dedicated public sector recruiting expertise. Throughout her tenure, she has served in both assistant-level and project management roles, supporting and leading a wide range of executive and hard-to-fill recruitments for cities, counties, special districts, and professional associations.

Fatima has assisted on searches for high-level positions including Executive Director, City Attorney, Police Chief, Human Resources Director, Finance Director, Health and Human Services Director, Risk Manager, Environmental Resources Director, and other key leadership roles. Her depth of experience allows her to navigate complex recruitment processes with a strong understanding of public agency operations and governance.

As an Executive Recruiter, Ms. Nukic is known for her action-oriented and results-driven approach. She develops innovative outreach strategies, expanding candidate networks, and utilizing targeted sourcing and social media marketing to attract top-tier talent.

Employment History

- Executive Recruiter, CPS HR Consulting
- Associate Executive Recruiter, CPS HR Consulting
- Executive Search Technician, CPS HR Consulting
- Office Manager/HR, DMD Express
- Guest Representative, The Mirage Hotel and Casino
- Department Manager, Albertsons

Professional Experience

- Create compelling messages to inspire action by a target audience and work with various advertising platforms and channels to disseminate information and advertisements.
- Various administrative duties, such as research, scheduling appointments, handling client/candidate questions, filing, data entry, answering telephones, and operating various office equipment. Process contracts and coordinate client invoices.
- Proofread, edit, copy, assemble, and mail documents and reports. Communicate with clients and candidates - this typically involves answering questions, providing information, resolving issues, and writing letters and e-mails.
- Process, code and review expense claims, candidate fees/refunds, invoices and other payments. Enter information into applicant tracking system, and other assignments as needed.

Education

- Project Management Certificate-CSUS College of Continuing Education
- Bachelor of Science in Business Administration-University of Nevada, Las Vegas
- Bachelor of Arts, German Studies-University of Nevada, Las Vegas

Professional Fees and Guarantee

Professional Services

Our professional fixed fee covers all CPS HR services and deliverables associated with **Phases I, II, and III** of the recruitment process. We are also providing the fees associated with **Partial (Phase I and II only) and Outreach only services**.

Travel expenses for candidates who are invited forward in the interview process are not included in our flat fee price; however, an option to make those arrangements can be included in our agreement for a not-to-exceed cost of \$5,000.

Professional Fixed Fee Per Recruitment*	
Service	Pricing
Full Executive Recruitment	\$27,000 Flat Fee
Partial Executive Recruitment	\$22,500 Flat Fee
Outreach Only Services	\$10,000 Flat Fee (includes brochure and direct advertising)
Optional Reimbursement for Candidate Travel	NTE \$5,000

**Professional fees for a Partial and Full recruitment will be billed and paid at the completion of each phase. Professional fees for an Outreach/Advertising project will be billed and paid in full after the completion of the project.*

One-Year Service Guarantee

If the employment of the candidate selected and appointed by the District as a result of a **full executive recruitment (Phases I, II, and III)** comes to an end before the completion of the first year of service, CPS HR will provide the District with professional services to appoint a replacement. Professional consulting services will be provided at no cost. The District would be responsible only for expenses such as re-advertising, consultant travel, additional background checks, etc. **This guarantee does not apply to situations in which the successful candidate is promoted or re-assigned within the organization during the one-year period.** Additionally, should the initial recruitment efforts not result in a successful appointment, CPS HR will extend the aggressive recruiting efforts and screen qualified candidates until an offer is made and accepted. CPS HR does not provide a guarantee for candidates placed as a result of a partial recruitment effort.



We thank you for your consideration of our proposal. We are committed to providing high quality and expert solutions and look forward to partnering with the Reclamation District 1000 in this important endeavor.



RECLAMATION DISTRICT NO. 1000

DATE: JULY 10, 2026

AGENDA ITEM NO. 5.7

TITLE: Revised Accounting Engagement Proposal – Robert Merritt, CPA

SUBJECT: Approval of Revised Accounting Engagement Proposal with Robert Merritt, CPA

EXECUTIVE SUMMARY:

Reclamation District 1000 has an existing agreement with Robert Merritt, CPA, to provide bookkeeping and related accounting services. The current agreement, originally executed in July 2023, established an hourly rate of \$95. The consultant has not received a rate increase over the past three years.

Robert Merritt, CPA, has prepared an engagement letter dated June 29, 2026 (Attachment 1), outlining the scope, responsibilities, and fees. The proposed agreement maintains the same general scope of services and terms, with one primary change: an increase in the hourly rate to \$115.

The proposed increase is intended to keep pace with inflation and rising costs of professional services. Maintaining continuity of accounting services is beneficial as the District moves toward its annual fiscal year audit season.

FISCAL IMPACT:

The agreement remains on an hourly, as-needed basis. Actual total costs will depend on the level of services required, as work is billed monthly based on time incurred and expenses. The increase in the proposed hourly rate was accounted for in the FY2026/2027 budget adopted by the Board.

RECOMMENDATION:

Staff recommends Board approval of the increase in hourly rate and authorization for the General Manager to execute a professional services agreement within existing authority and budget.

ATTACHMENTS:

1. Robert Merritt, CPA Engagement Letter

STAFF RESPONSIBLE FOR REPORT:

Scott L. Brown, General Manager

Date: 07/01/2026



Robert Merritt
Certified Public Accountant

4000 Magnolia Hills Drive
El Dorado Hills, CA 95762
(916) 769-9332

June 29, 2026

Scott Brown
Reclamation District 1000
1633 Garden Highway
Sacramento, CA 95833

Dear Scott:

Thank you for giving me the opportunity to meet with you and discuss the accounting needs of Reclamation District 1000 ("the District"). Please use this letter to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services I will provide.

I will perform the following services:

Bookkeeping Services

I will assist and/or perform the bookkeeping of the District's books and records and provide consultation on accounting as may be required. I will assist with the monthly and year-end closing of the District's books, and perform any necessary adjustments needed to prepare for your annual financial statement audits. I will also assist as needed to prepare any accounting schedules and reports for the financial statement audits.

Preparation Services

If requested by you, I will prepare, from the information you provide, any periodic accounting reports and schedules you deem necessary for Reclamation District 1000 in accordance with the "preparation standards" as set forth in the Statements on Standards for Accounting and Review Services promulgated by the American Institute of Certified Public Accountants' Accounting and Review Services Committee. The objective of this service will be to prepare the District's financial statements and reports in accordance with the accrual basis of accounting, the financial reporting framework you selected, based on information provided by you. I will not audit, review or compile these financial statements. By your signature below you acknowledge and agree that no report will accompany the financial statements, each page of the financial statements will clearly indicate that no assurance is provided, and that management has elected to omit substantially all the disclosures ordinarily included in financial statements prepared in accordance with the accrual basis of

accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the District's assets, liabilities, net position, revenue, and expenses. Accordingly, the financial statements are not designed for those who are not informed about such matters.

The information provided by management will not be verified, corroborated, reviewed, or audited. Additionally, this engagement does not contemplate obtaining an understanding of the District's internal control; assessing fraud risk; tests of accounting records by obtaining sufficient appropriate audit evidence through inspection, observation, confirmation, or the examination of source documents (for example, cancelled checks or bank images); or other procedures ordinarily performed in an audit. Therefore, this engagement does not provide a basis for expressing any level of assurance on the financial statements or reports being prepared. Accordingly, no form of assurance will be given on the financial statements or accounting reports. Because I will be performing these services as an accountant rather than as an auditor, Reclamation District 1000 should not record or describe these services as an audit or "auditing" in its minutes or books of record.

Responsibilities of Management

Management is responsible for providing me with access to all information of which management is aware that is relevant to the preparation and presentation of the financial statements, such as records, documentation, and other matters, as well as additional information I may request for this engagement. Management will also provide me with unrestricted access to persons within the entity with whom I determine it necessary to communicate. By your signature below, you understand and agree that management is responsible for the accuracy and completeness of the records, documents, explanations, and other information provided to me, including management's significant judgments impacting the preparation and presentation of the financial statements.

As outlined in this letter, if requested, I will prepare your financial statements and may advise you about appropriate accounting principles and their application, but the final responsibility for the preparation of the financial statements in accordance with the financial reporting framework you selected, the accrual basis, remains with you. Also, as part of this engagement, I may propose standard, adjusting, or correcting journal entries to your financial statements. Management, however, has final responsibility for reviewing the proposed entries and understanding the nature and impact of the proposed entries to the financial statements. Management understands that the financial statements prepared in accordance with the terms of this letter will not be accompanied by a report; and agrees that the financial statements will clearly indicate that no assurance is provided on them.

In addition, you are responsible for establishing and maintaining internal controls, including monitoring ongoing activities. This includes designing, implementing and maintaining internal controls relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error; as well as identifying and ensuring that the organization complies with the laws and regulations applicable to its activities. I will have no responsibility to identify and communicate deficiencies in your

internal controls as part of this engagement.

Other Matters

Our engagement cannot be relied upon to disclose errors, fraudulent financial reporting, misappropriation of assets, or illegal acts that may have occurred. However, I will inform the appropriate level of management of any material errors and of any evidence or information that comes to my attention during the performance of our engagement that fraud may have occurred. I will also report to the appropriate level of management any evidence or information that comes to my attention regarding illegal acts that may have occurred, unless they are clearly inconsequential. By your signature below, you understand and agree that you are responsible for preventing and detecting fraud.

My fee for this work will be at my standard billing rate of \$115 per hour plus out of pocket expenses. Monthly billings will be submitted as work progresses and expenses are incurred. The total fees and costs for your accounting services may exceed any estimates given to you. It is not possible to know in advance what the total fees and costs will be, because much of the work to be performed may be contingent on the activities of others and circumstances over which I have no control. From time to time, you may ask me to estimate what a specific portion, or the entirety, of the services will cost. To aid you in planning, I will attempt to assist you by providing estimates. You understand that all such estimates are approximations based on my experience as an accountant, and they are not and should not be taken as promises or guarantees.

In connection with this engagement, I may communicate with you or others via email transmission. I take reasonable measures to secure your confidential information in our email transmissions, including password protecting confidential documents. However, as emails can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom they are directed and only to such parties, I cannot guarantee or warrant that emails from me will be properly delivered and read only by the addressee. Therefore, I specifically disclaim and waive any liability or responsibility whatsoever for interception or unintentional disclosure or communication of email transmissions, or for the unauthorized use or failed delivery of emails transmitted by me in connection with the performance of this engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of email transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of sales or anticipated profits, or disclosure or communication of confidential or proprietary information.

If a dispute arises among the parties hereto, the parties agree to first try in good faith to settle the dispute by mediation administered by the American Arbitration Association under its applicable rules for resolving professional accounting and related services disputes before resorting to litigation. The cost of any mediation proceeding shall be shared equally by all parties.

This agreement shall remain in effect until completion of the services or until terminated in writing by either party. Each party may terminate this agreement at anytime by giving the other

party at least ten days advance written notice of such action. In the event of District's termination of agreement, District shall be liable only for the payment of services performed or furnished prior to the effective date of such termination.

I appreciate your confidence in me by retaining me as your certified public accountant, and I shall be pleased to discuss this letter with you at any time.

If this letter correctly expresses your understanding, please sign the enclosed copy, in the space provided, and return it to me.

Sincerely,



Robert Merritt
Certified Public Accountant

ACCEPTED:

Scott Brown, General Manager
Reclamation District 1000

Date



RECLAMATION DISTRICT NO. 1000

DATE: JULY 10, 2026

AGENDA ITEM NO. 5.8

TITLE: Panhandle Cononelos

SUBJECT: Review and Consider Adoption of Resolution No. 2026-07-01: Authorizing General Manager to Quitclaim Grant of Easement Deed.

EXECUTIVE SUMMARY:

Reclamation District 1000 (RD 1000; District) has been working with the Panhandle Cononelos Development to accommodate the planned development and mitigate for potential impacts to the District's interior drainage system. The proposed development plans have been reviewed by staff and the District's consulting engineer and have been found to be in accordance with the approved master drainage plan for the Panhandle area, eliminating the need for the District's drainage easement along the western edge of the development. The developer has satisfied all of the District's conditions of approval and has requested the District to quitclaim its existing drainage easements.

RECOMMENDATION:

Staff recommends the Board review and consider adoption of Resolution No. 2026-07-01: Authorizing General Manager to execute and record the Quitclaim Deed for the District's drainage easement across the Panhandle Cononelos property, as provided in Attachment 1 of this staff report.

ATTACHMENTS:

1. Resolution No. 2026-07-01: Panhandle Cononelos Quitclaim Deed

STAFF RESPONSIBLE FOR REPORT:

Scott L. Brown, General Manager

Date: 07/01/2026



RECLAMATION DISTRICT NO. 1000
RESOLUTION NO. 2026-07-01

**A RESOLUTION OF THE BOARD OF TRUSTEES OF RECLAMATION DISTRICT NO. 1000
AUTHORIZING THE GENERAL MANAGER TO EXECUTE QUITCLAIM DEED FOR EXISTING
EASEMENTS WITHIN THE PANHANDLE CONONELOS DEVELOPMENT IN THE CITY OF
SACRAMENTO**

At a regular meeting of the Board of Trustees of Reclamation District No. 1000 held at the District Office on the 10th day of July 2026, the following resolution was approved and adopted:

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

WHEREAS, the District holds easements associated with drainage facilities across the Panhandle Cononelos property; and,

WHEREAS, the Panhandle Cononelos development has met all of the District’s conditions of approval; and,

WHEREAS, the District’s easements for drainage facilities is no longer required to convey drainage through and from the Panhandle Cononelos property; and

WHEREAS, the Board desires to authorize the District General Manager to execute a Quitclaim Deed (Exhibit A) of its easement for drainage facilities to the Panhandle Cononelos developer on behalf of the District.

NOW THEREFORE BE IT RESOLVED THAT: The Board of Trustees of Reclamation District No. 1000 hereby authorizes the General Manager to execute the Quitclaim Deed on behalf of the District.

ON A MOTION BY _____ seconded by _____, the foregoing resolution was passed and adopted by the Board of Trustees of Reclamation District No. 1000, this 10th day of July 2026, by the following vote, to wit:

AYES: Trustees:

NOES: Trustees:

ABSTAIN: Trustees:

RECUSE: Trustees:

ABSENT: Trustees:

Elena Lee Reeder
President, Board of Trustees
Reclamation District No. 1000

CERTIFICATION:

I, Joleen Gutierrez, Secretary of Reclamation District No. 1000, hereby certify that the foregoing Resolution 2026-07-01 was duly adopted by the Board of Trustees of Reclamation District No. 1000 at the regular meeting held on the 10th of July 2026 and made a part of the minutes thereof.

Joleen Gutierrez, District Secretary

RECORDING REQUESTED BY AND
WHEN RECORDED MAIL TO:

HBS I PANHANDLE LLC
225 Liberty Street, 8th Floor
New York, NY 10281-1048
Attn: Brian Ko

SPACE ABOVE THIS LINE FOR RECORDER'S USE

The undersigned Grantor declares:

DOCUMENTARY TRANSFER TAX \$ _____

- Computed on full value of property conveyed, or
- Computed on full value less liens and encumbrances remaining at time of sale
- Unincorporated Area
- City of Sacramento

QUITCLAIM DEED

FOR GOOD AND VALUABLE CONSIDERATION, receipt and adequacy of which are hereby acknowledged, RECLAMATION DISTRICT 1000, a California Public Agency (“**Transferor**”) does hereby REMISE, RELEASE, AND FOREVER QUITCLAIM to HBS I PANHANDLE LLC, a Delaware limited liability company (“**Transferee**”), all of its right, title and interest in and to the following described real property located in the City of Sacramento, County of Sacramento, State of California:

See Exhibit “A” (Legal Description) attached hereto and incorporated herein by this reference.

See Exhibit “B” (Map) attached hereto and incorporated herein by this reference.

IN WITNESS WHEREOF, the Quitclaim Deed is made and executed as of _____, 2026.

“TRANSFEROR”

RECLAMATION DISTRICT 1000,
a California Public Agency

By: _____

Name: _____

Its: _____

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)

)

County of _____)

On _____, before me, _____ [name and title], personally appeared, _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature

(Seal)

EXHIBIT "A"
DESCRIPTION OF QUITCLAIM AREA

APN: 225-0050-003

ALL THAT REAL PROPERTY SITUATED IN THE CITY OF SACRAMENTO, COUNTY OF SACRAMENTO, STATE OF CALIFORNIA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

THAT PORTION OF THE FIFTEEN (15) FOOT WIDE EASEMENT DESCRIBED IN THAT CERTAIN EASEMENT RECORDED JUNE 25, 1926 IN BOOK 76, AT PAGE 388, OFFICIAL RECORDS OF SACRAMENTO COUNTY, LYING WITHIN THAT CERTAIN LOT 87 AS SHOWN AND DEPICTED ON THE CERTAIN FINAL MAP TITLED "NATOMAS EAST SIDE SUBDIVISION" FILED FOR RECORD ON JANUARY 18TH 1924, IN BOOK 17 OF MAPS, AT PAGE 34, SACRAMENTO COUNTY RECORDS AND ALL OF THAT THIRTY (30) FOOT WIDE EASEMENT AND THAT TWENTY-FIVE (25) WIDE TEMPORARY CONSTRUCTION EASEMENT DESCRIBED IN THAT CERTAIN EASEMENT RECORDED DECEMBER 30, 2002 IN BOOK 20021230, PAGE 2075, OFFICIAL RECORDS OF SACRAMENTO COUNTY;

THIS LEGAL DESCRIPTION WAS PREPARED BY ME OR UNDER MY SUPERVISION PURSUANT TO SECTION 8729(2) OF THE PROFESSIONAL LAND SURVEYORS ACT.



GEORGE WARREN, PLS 9483
LICENSE EXPIRATION DATE: 03-31-2027

DATE: 6/23/26



LOT 82
17 BM 34

LOT 83
17 BM 34

25' TEMPORARY CONSTRUCTION EASEMENT
PER 20021230 OR 2075 TO BE QUITCLAIMED

30' EASEMENT PER 20021230
OR 2075 TO BE QUITCLAIMED

15' EASEMENT PER 76 OR 388
TO BE QUITCLAIMED

LOT 82
17 BM 34
APN: 225-0050-003

468 BM

AIMWELL AVENUE

255 PM 3

SORENTO ROAD

APN: 225-0050-003

SHEET 1 OF 1

LEGEND

- APN ASSESSOR PARCEL NUMBER
- BM BOOK OF MAPS
- DN DOCUMENT NUMBER
- PM PARCEL MAP
- OR OFFICIAL RECORDS OF SACRAMENTO COUNTY



EXHIBIT "B"

RD1000 QUITCLAIM AREA

LOT 87 - 17 BM 34

APN: 225-0050-003

CITY OF SACRAMENTO
COUNTY OF SACRAMENTO
STATE OF CALIFORNIA

MACKAY & SOMPS
ENGINEERS
PLANNERS
SURVEYORS
1025 Creekside Ridge Drive, Suite 150, Roseville, CA 95678 (916) 773-1189

PJ	1"= 300'	06/23/2026	27141.BEA.CON
DRAWN BY	SCALE	DATE	JOB NO.

IF A DISCREPANCY EXISTS BETWEEN THIS EXHIBIT AND THE ASSOCIATED DESCRIPTION, THE DESCRIPTION HOLDS. THIS EXHIBIT IS FOR GRAPHIC PURPOSES ONLY.



RECLAMATION DISTRICT 1000

DATE: JULY 10, 2026

AGENDA ITEM NO. 5.9

TITLE: Loewen Pump Maintenance, LLC Contract

SUBJECT: Review and Consider Approval of a Contract with Loewen Pump Maintenance, LLC to Replace the Pumping Plant 8 Trash Rake Drive Units

EXECUTIVE SUMMARY:

The drive units for the Pumping Plant 8 trash rakes require replacement, a routine repair included in the District’s Capital Improvement Program. Replacement parts have been delivered and the work is being schedule for August or September 2026.

Loewen Pump Maintenance, LLC (Loewen) will remove the existing drive units and chains, and install the new drive units. Loewen has provided similar services for trash rake drive unit replacements at other pumping plants in prior years. The District’s Operations staff will assist Loewen with removal and re-installation of the trash rake chains.

FISCAL IMPACT:

The cost for Loewen to assist with the trash rake repairs at Pumping Plant 8 is \$45,000 (see Attachment 1) and has been accounted for the FY 2026-2027 budget.

RECOMMENDATION:

Staff recommends approval of a contract with Loewen for the Pumping Plant 8 trash rake repairs, and authorization for the General Manager to execute the contract.

ATTACHMENTS:

1. Loewen Pump Maintenance, LLC proposal for Pumping Plant 8 trash rake repairs.

STAFF RESPONSIBLE FOR REPORT:

Scott L. Brown, General Manager

Date: 07/01/2026

Loewen Pump Maintenance LLC

5247 Norcrest Ave.
Carmichael, CA 95608 Number
Lic. # 693833
Cell (916) 217-2240
loewenpump@sbcglobal.net

6/22/2026

T0: RD 1000
Attn; Tony Decastillo

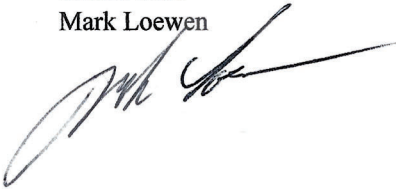
Re; Plant 8 trash racks

Loewen pump will remove the existing drive units and chains off the pump protection and trash rack and install the District supplied new drive units and chains, with the Districts assistance installing the chains.

The estimated cost for this project, based on the same work at plant 3, is \$45,000.00.

Please call if you have any questions or wish to schedule work. Prices valid for 30 days.

Thank You.
Mark Loewen





RECLAMATION DISTRICT 1000

DATE: JULY 10, 2026

AGENDA ITEM NO. 6.1

TITLE: Public Hearing: Adoption of Fiscal Year 2026/2027 Operation & Maintenance Assessment

SUBJECT: Review and Consider Adoption of Resolution No. 2026-07-02 Authorizing Levying of Operations and Maintenance Assessment for Fiscal Year 2026/2027.

EXECUTIVE SUMMARY:

This staff report has been prepared for the Reclamation District No. 1000 (RD 1000; District) Board of Trustees to review and consider the adoption of Resolution No. 2026-07-02 (Attachment 1) authorizing levying of Operations and Maintenance Assessment (O&M Assessment) for the Fiscal Year 2026/2027. To raise funds necessary for the District's operation and maintenance, it is prudent to set an assessment rate each fiscal year and levy the approved assessment. For Fiscal Year 2026/2027, staff recommends the Board set the rate at \$0.35 per \$100 of assessed value.

For the District to levy an assessment for Fiscal Year 2026/2027, the following is required:

1. Publish and post a notice of a public hearing regarding the intent to set an assessment rate and levy the assessment.
2. Hold a Public Hearing.
3. Consider Public Comments from the Public Hearing and then consider adopting a resolution authorizing the levying of an O&M Assessment for Fiscal Year 2026/2027.

The District published the Notice of Public Hearing (Attachment 2) on June 26 and July 3 in the Sacramento Bee and Appeal Democrat. As of the date of this staff report, the District has not received any public comments regarding the assessment.

The July 10, 2026 Board of Trustees Meeting will serve as the Public Hearing on the O&M Assessment. The following is a recommended process for the Public Hearing:

1. Staff Presentation
2. Open Public Hearing
3. Receive Public Comments
4. Close Public Hearing
5. Consider Public Comment, and then consider adoption of Resolution No. 2026-07-02 authorizing the levying of O&M Assessment for Fiscal Year 2026/2027

TITLE: Public Hearing: Adoption of Fiscal Year 2026/2027 O&M Assessment

RECOMMENDATION:

Pending public comment, staff recommends that the Board adopt Resolution No. 2026-07-02, Authorizing the Levying of the Operations and Maintenance Assessment for Fiscal 2026/2027 at the rate of \$0.35 per \$100 of assessed value.

ATTACHMENTS:

1. Resolution No. 2026-07-02 Authorizing Levying of Operations and Maintenance Assessment for Fiscal Year 2026/2027.
2. Public Notice

STAFF RESPONSIBLE FOR REPORT:



Scott L. Brown, General Manager

Date: 07/01/2026



RECLAMATION DISTRICT NO. 1000
RESOLUTION NO. 2026-07-02

A RESOLUTION OF THE BOARD OF TRUSTEES OF RECLAMATION DISTRICT NO. 1000
AUTHORIZING LEVYING OPERATIONS AND MAINTENANCE ASSESSMENT
FISCAL YEAR 2026/2027

At a regular meeting of the Board of Trustees of Reclamation District No. 1000 held at the District Office on the 10th day of July 2026, the following resolution was approved and adopted:

BE IT RESOLVED AND ORDERED that it is necessary to raise the sum of one million, two hundred nine thousand, eight hundred seventy-eight dollars (\$1,209,878) for maintenance, repair, and operation of the District reclamation works and the payment of incidental expenses of the District, and that in order to raise said sum the Board of Trustees of RECLAMATION DISTRICT NO. 1000 hereby levies an operation and maintenance assessment in said amount and fixes the rate of assessment at thirty-five cents (\$.35) on each One Hundred Dollars (\$100.00) of assessed valuation as shown on the Operation and Maintenance Assessment Roll of said RECLAMATION DISTRICT NO. 1000 heretofore prepared and approved by the Board of Supervisors of the County of Sacramento, with a minimum assessment of Ten Dollars (\$10.00) per parcel;

BE IT FURTHER RESOLVED AND ORDERED that a Supplement to said Assessment Roll be prepared and filed with the County Treasurer of Sacramento County with a copy filed with the County Treasurer of Sutter County, California, setting forth the assessed value (hereby adjusted to reflect changes in land use as of July 11, 2026, pursuant to Water Code Section 51346.5 and reapportioned to reflect division of parcels as of July 11, 2026, pursuant to Water Code Section 51892.5) the rate and the total assessment for each tract of land, in accordance with the provisions hereinabove set forth and that said Supplement, when so filed, be deemed a part of the original Operation and Maintenance Assessment Roll without the necessity of actually inserting the rate and total assessment in said Roll; that a copy of the Resolution, duly certified by the Secretary of this District, be also filed in the offices of such County Treasurer;

BE IT FURTHER RESOLVED AND ORDERED that said assessment so levied shall be payable in two (2) installments; the first to be due and payable upon receipt of the County Property Tax Bill and delinquent on December 10, 2026, and the second to be due and payable on receipt of the County Property Tax Bill and delinquent on April 10, 2027, both of which are to be paid to and collected by the Tax Collector in the county in which the parcel is located and placed in the District's Operation and Maintenance Fund maintained by the Sacramento County Treasurer in the manner provided by law;

BE IT FURTHER RESOLVED AND ORDERED that if any of said installment shall remain unpaid on its delinquency date as above established, then the said installment will be delinquent and shall bear interest from the date of the delinquency at the rate of one percent (1%) per month and a ten percent (10%) penalty will be added thereto and collected for the use of the District;

BE IT FURTHER RESOLVED AND ORDERED that a notice of this levy of assessment be given as hereinafter provided and be entered in these Minutes in substantially the following form:

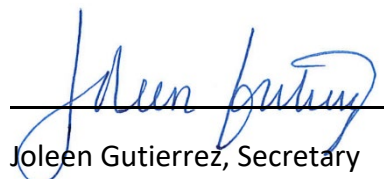
**NOTICE OF FIRST INSTALLMENT UPON
ASSESSMENT CALL FOR MAINTENANCE PURPOSES**

RECLAMATION DISTRICT NO. 1000

**PRINCIPAL PLACE OF BUSINESS:
SACRAMENTO COUNTY, CALIFORNIA**

NOTICE IS HEREBY GIVEN that at a meeting of the Board of Trustees of **RECLAMATION DISTRICT NO. 1000** held July 10, 2026, a total assessment of one million, two hundred nine thousand, eight hundred seventy-eight dollars (\$1,140,401.22) based on the 1984 Valuation Assessment of said District (adjusted to reflect changes in land use categories as of July 11, 2026, pursuant to Government Code Section 51346.5 and reapportioned to reflect the division of parcels as of July 11, 2026, pursuant to Government Code Section 51895.5) was ordered paid in two (2) equal installments. The first installment is payable upon receipt of the County Property Tax Bill and delinquent December 10, 2026. The installment is payable as will be directed on the County Property Tax Bill. Any installment which shall remain unpaid on its delinquency date will be delinquent and shall bear interest from the date of delinquency at the rate of one percent (1%) per month, and a ten percent (10%) penalty will be added thereto and collected for the use of the District.

Dated: July 10, 2026



Joleen Gutierrez, Secretary

Reclamation District No. 1000

BE IT FURTHER RESOLVED AND ORDERED that a copy of said Notice of First Installment be published once a week for two successive weeks commencing September 25, 2026 in the “Sacramento Bee” a newspaper of general circulation and devoted to the publication of general news, printed and published in the City of Sacramento, the County Seat of the County wherein is situated the greater portion of this Reclamation District, there being no newspaper printed and published within the boundaries of said Reclamation District, and that a similar notice for the second installment be published in the same manner commencing January 22, 2027.

ON A MOTION BY _____, seconded by _____, the foregoing resolution was passed and adopted by the Board of Trustees of Reclamation District No. 1000, this 10th day of July 2026, by the following vote, to wit:

AYES: Trustees:

NOES: Trustees:

ABSTAIN: Trustees:

RECUSE: Trustees:

ABSENT: Trustees:

Elena Lee Reeder
President, Board of Trustees
Reclamation District No. 1000

CERTIFICATION:

I, Joleen Gutierrez, Secretary of Reclamation District No. 1000, hereby certify that the foregoing Resolution 2026-07-02 was duly adopted by the Board of Trustees of Reclamation District No. 1000 at the regular meeting held on the 10th of July 2026 and made a part of the minutes thereof.

Joleen Gutierrez, District Secretary

NOTICE OF PUBLIC HEARING

To: Landowners within the Boundaries of
Reclamation District No. 1000

PLEASE TAKE NOTICE that at the regular meeting of the Board of Trustees to be held commencing at 8:00 A.M. on July 10, 2026 at 2450 Venture Oaks Way, Floor 2 - Suite 200, Sacramento, CA 95833, the Board of Trustees of Reclamation District No. 1000 will consider the levy of its Operations and Maintenance Assessment for fiscal year 2026/2027 to be payable in two installments. At the time the agenda item is called, the Board of Trustees will hold a public hearing to consider and adopt the assessment levy, at which time interested persons may appear and be heard. The assessment to be considered is the District's normal fiscal-year operations and maintenance assessment. Materials relating to the levy of the assessment are available at the District's website, located at www.rd1000.org.

/s/ Joleen Gutierrez, Board Secretary
Reclamation District 1000

Board Packet
Page 78

June 26 & July 3, 2026

Ad#00315298



RECLAMATION DISTRICT 1000

DATE: JULY 10, 2026

AGENDA ITEM NO. 6.2

TITLE: Certification of Legal Process for Special Assessment

SUBJECT: Review and Consider Adoption of Resolution No. 2026-07-03 Certifying to the County of Sutter the Validity of the Legal Process Used to Place Direct Charges (Special Assessment) on the Secured Tax Roll for Fiscal Year 2026/2027.

EXECUTIVE SUMMARY:

This staff report has been prepared for the Reclamation District No. 1000 (RD 1000; District) Board of Trustees to review and consider adoption of Resolution No. 2026-07-03 (Attachment 1) certifying to the County of Sutter the validity of the legal process used to place direct charges (Special Assessment) on the Secured Tax Roll for the Fiscal Year 2026/2027. Sutter County requirements must be met for the District to place its annual assessment on the Sutter County Secured Tax Roll. The following is required:

1. Proposition 218 or Compliance Certification & Hold Harmless Statement
2. Authority to Approve Direct Charges
3. A Resolution that states:
 - a. The assessment being levied complies with all laws pertaining to it, including Proposition 218;
 - b. The assessment is being levied without regard to property valuation;
 - c. The purpose of, and the authority (Government Code) for the levy.

RECOMMENDATION:

Staff recommends the Board adopt Resolution No. 2026-07-03 Certifying to the County of Sutter the validity of the legal process used to place direct charges (Special Assessment) for Fiscal Year 2026/2027.

ATTACHMENTS:

1. Resolution No. 2026-07-03 Authorizing Levying of Operations and Maintenance Assessment for Fiscal Year 2026/2027.

STAFF RESPONSIBLE FOR REPORT:

Scott L. Brown, General Manager

Date: 07/01/2026



RECLAMATION DISTRICT NO. 1000
RESOLUTION NO. 2026-07-03

**A RESOLUTION OF THE BOARD OF TRUSTEES OF RECLAMATION DISTRICT NO. 1000
CERTIFYING TO THE COUNTY OF SUTTER THE VALIDITY OF THE LEGAL PROCESS USED TO
PLACE DIRECT CHARGES (SPECIAL ASSESSMENTS) ON THE SECURED TAX ROLL**

At a regular meeting of the Board of Trustees of Reclamation District No. 1000 held at the District Office on the 10th day of July 2026, the following resolution was approved and adopted:

WHEREAS, the special assessment fees for the purpose of operation and maintenance of District facilities is a continuation of a special assessment which predates Article XIII C of the California Constitution (Proposition 218) which has not been increased, and is therefore permitted under the California Constitution Article XIII C, Section 5(a), and is to be included on the regular County property tax bill for property owners within Reclamation District No. 1000; and

WHEREAS, the District is placing the special assessments on the Sutter County secured property tax roll for collection; and

WHEREAS, the District has complied with all laws pertaining to the levy of the special Assessments, including Proposition 218, to be collected per Government Code Section 29304; and

WHEREAS, the assessment is being levied without regard to property valuation of the properties involved; and

WHEREAS, the District agrees that it shall be solely liable and responsible, and will defend and hold the County of Sutter harmless from any liability as a result of claims or claims for refunds and related interest due filed by taxpayers against any assessments, fees, charges or taxes placed on the roll for the District by the County; and

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Reclamation District No. 1000 that the list submitted with parcel numbers and amount are certified as being correct, the District Secretary, or Jeanette Hynson of SCI Consulting Group are hereby authorized to sign any documents required and directed to give the list to the Sutter County Auditor on behalf of the District for placement on the secured tax roll for collection:

1. Prop 218 or Compliance Certification and Hold Harmless Statement
2. Property Tax Data Bill Form
3. Authority to Approve Direct Assessment Charges
4. Parcel Listing

ON A MOTION BY _____, seconded by _____, the foregoing resolution was passed and adopted by the Board of Trustees of Reclamation District No. 1000, this 10th day of July 2026, by the following vote, to wit:

AYES: Trustees:

NOES: Trustees:

ABSTAIN: Trustees:

RECUSE: Trustees:

ABSENT: Trustees:

Elena Lee Reeder

President, Board of Trustees

Reclamation District No. 1000

CERTIFICATION:

I, Joleen Gutierrez, Secretary of Reclamation District No. 1000, hereby certify that the foregoing Resolution 2026-07-03 was duly adopted by the Board of Trustees of Reclamation District No. 1000 at the regular meeting held on the 10th of July 2026 and made a part of the minutes thereof.

Joleen Gutierrez, District Secretary



RECLAMATION DISTRICT 1000

DATE: JULY 10, 2026

AGENDA ITEM NO. 6.3

TITLE: STORMWATER SERVICE FEE

SUBJECT: Review and Consider Adoption of Resolution No. 2026-07-04: Authorizing The Levy And Collection Of The Stormwater Service Fee For Fiscal Year 2026/2027.

EXECUTIVE SUMMARY:

This staff report has been prepared for the Reclamation District No. 1000 (RD 1000; District) Board of Trustees to review and consider the adoption of Resolution No. 2026-07-04 (Attachment 1), authorizing the levy and collection of the District’s Stormwater Service Fee for the Fiscal Year 2026/2027.

RECOMMENDATION:

Staff recommends the Board adopt Resolution No. 2026-07-04: Authorizing The Levy And Collection Of The Stormwater Service Fee For Fiscal Year 2026/2027.

ATTACHMENTS:

1. Resolution No. 2026-07-04: Authorizing The Levy And Collection Of The Stormwater Service Fee For Fiscal Year 2026/2027.

STAFF RESPONSIBLE FOR REPORT:

Scott L. Brown, General Manager

Date: 07/01/2026



RECLAMATION DISTRICT NO. 1000
RESOLUTION NO. 2026-07-04

**A RESOLUTION OF THE BOARD OF TRUSTEES OF RECLAMATION DISTRICT NO. 1000
AUTHORIZING THE LEVY AND COLLECTION OF THE STORMWATER SERVICE FEE FOR
FISCAL YEAR 2026-2027**

WHEREAS, Reclamation District No. 1000 (“District”) previously noticed and conducted a public hearing on November 18, 2022 on the issue of whether a Stormwater Service Fee should be levied and collected, as proposed in the September 2022 Property Related Fee Study (“Fee Study”); and

WHEREAS, following the public hearing, the District adopted Resolution 2022-11-02 finding that a majority protest did not exist and directing a property owner ballot proceeding for the Stormwater Service Fee, which determined that 56.23% of the votes cast by property owners were in support of the measure; and

WHEREAS, the District authorizes the Fiscal Year 2026-2027 levy of the Stormwater Fee as described in the Fee Study and as approved by property owners of the District; and

WHEREAS, the Stormwater Service Fee is a property-related fee authorized by Article XIID, Section 6 of the California Constitution; and

WHEREAS, the Stormwater Service Fee is being levied without regard to property valuation of the properties involved; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Reclamation District No. 1000 as follows:

1. The above recitals are all true and correct.
2. The Stormwater Service Fee, as described in the Fee Study and as approved by the property owners of the District, is authorized to be submitted to the Counties of Sacramento and Sutter for inclusion and collection on the 2026-2027 County tax rolls.

ON A MOTION BY _____, seconded by _____, the foregoing resolution was passed and adopted by the Board of Trustees of Reclamation District No. 1000, this 10th day of July 2026, by the following vote, to wit:

AYES: Trustees:

NOES: Trustees:

ABSTAIN: Trustees:

RECUSE: Trustees:

ABSENT: Trustees:

Elena Lee Reeder
President, Board of Trustees
Reclamation District No. 1000

CERTIFICATION:

I, Joleen Gutierrez, Secretary of Reclamation District No. 1000, hereby certify that the foregoing Resolution 2026-07-04 was duly adopted by the Board of Trustees of Reclamation District No. 1000 at the regular meeting held on the 10th of July 2026 and made a part of the minutes thereof.

Joleen Gutierrez, District Secretary



RECLAMATION DISTRICT 1000

DATE: JULY 10, 2026

AGENDA ITEM NO. 6.4

TITLE: District Reorganization: Adoption of Resolutions Establishing New Positions, Revising Official Pay Rate Schedule, and Updating Administrative Policies.

SUBJECT: Review and Consider Adoption of Resolutions No. 2026-07-05, 2026-07-06, and 2026-07-07

EXECUTIVE SUMMARY:

This item presents a series of organizational and administrative updates associated with the District’s reorganization that approved through the FY 2026-2027 budget approval. With the resignation of the Operations Manager on June 12, 2026, the General Manager is proposing to establish the new operations staff positions identified in the District’s reorganization, along with associated policy updates.

The proposed actions include:

- Adoption of Resolution No. 2026-07-05 (Attachment 1) establishing the Superintendent and Foreman positions and approving the corresponding job descriptions.
- Adoption of Resolution No. 2027-07-06 (Attachment 2) revising the District’s Official Pay Rate Schedule to reflect the organizational restructuring and associated position changes.
- Adoption of Resolution No. 2026-07-07 (Attachment 3) revising the District’s Purchasing Policy and Credit Card Use Policy to assign financial authorities for the newly established Superintendent position.

Together, these actions implement the District’s reorganization of the operations unit.

FISCAL IMPACT:

The addition of the Superintendent and Foreman positions will result in increased personnel costs, including salaries and benefits. Funding for these positions has been accounted for in the Fiscal Year 2026-2027 budget.

RECOMMENDATION:

Staff recommends the Board review and consider adoption of Resolutions No. 2026-07-05; 2026-07-06, and 2026-07-07.

ATTACHMENTS:

New Positions (Superintendent and Foreman)

1. Resolution No. 2026-07-05: Establishing the Superintendent and Foreman Positions
 - 1A. Job description for the Superintendent Position
 - 1B. Job description for the Foreman Position

TITLE: District Reorganization: Adoption of Resolutions Establishing New Positions, Revising Official Pay Rate Schedule, and Updating Administrative Policies.

Revised Official Pay Rate Schedule

- 2. Resolution No. 2026-07-06: Adopting a Revised Official pay rate Schedule for FY 2026/2027.
- 2A. Exhibit "A" Official Pay Rate Schedule, Effective July 16, 2026

Revised Purchasing Policy and Credit Card Use Policy

- 3. Resolution No. 2026-07-07: Revising the District's Purchasing Policy and Credit Card Use Policy.
- 3A. Revised Purchasing Policy
- 3B. Revised Credit Card Use Policy

STAFF RESPONSIBLE FOR REPORT:



Scott L. Brown, General Manager

Date: 07/01/2026



RECLAMATION DISTRICT NO. 1000
RESOLUTION NO. 2026-07-05

A RESOLUTION OF THE BOARD OF TRUSTEES OF RECLAMATION DISTRICT NO. 1000
ADOPTING THE REVISED OFFICIAL PAY RATE SCHEDULE FOR FISCAL YEAR 2026/2027

At a regular meeting of the Board of Trustees of Reclamation District No. 1000 held at the District Office on the 10th day of July 2026, the following resolution was approved and adopted:

WHEREAS, the Reclamation District No. 1000's (District) mission is flood protection for the Natomas Basin providing for the public's health and safety by operating and maintaining the levees, and the District's canals and pump stations; and

WHEREAS, the Board of Trustees (Board) of the District has evaluated its organizational structure and approved reorganizing the management and operations positions as part of the FY 2026-2027 budget approval process; and

WHEREAS, the Board desires to implement the approved organizational changes for the operations unit.

NOW, THEREFORE BE IT RESOLVED THAT:

The Board of Trustees of Reclamation District No. 1000 hereby:

1. Finds the facts contained in the recitals above to be true and correct.
2. Establishes the position of Superintendent effective July 16, 2026, and approves the job description attached as "Exhibit A".
3. Established the position of Foremen effective July 16, 2026, and approves the job description attached as "Exhibit B".
4. Abolishes the positions of Operations Manager, Operations Supervisor and Lead Flood Operations Specialist effective July 16, 2026.

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 10th day of July 2026, by the following vote, to wit:

AYES: Trustees:

NOES: Trustees:

ABSTAIN: Trustees:

RECUSE: Trustees:

ABSENT: Trustees:

Elena Lee Reeder
President, Board of Trustees
Reclamation District No. 1000

CERTIFICATION:

I, Joleen Gutierrez, Secretary of Reclamation District No. 1000, hereby certify that the foregoing Resolution 2026-07-05 was duly adopted by the Board of Trustees of Reclamation District No. 1000 at the regular meeting held on the 10th day of July 2026 and made a part of the minutes thereof.

Joleen Gutierrez, District Secretary



Superintendent

SALARY

\$100,140 - \$138,264 Annually

DEFINITION

Under limited direction from the General Manager, the Superintendent has overall management responsibility over a staff of personnel engaged in the maintenance, repair and operation of the District's flood control and interior drainage systems. These systems include levees, embankments, canals, underground piping, pump stations and associated facilities. This position also responds to issues and emergencies.

DISTINGUISHING CHARACTERISTICS

The Superintendent is a single-position management classification, distinguished from the General Manager position which has overall responsibility for directing and managing all District operations and staff.

This class is distinguished from the advanced journey-level Foreman classification by the specific responsibility for planning, directing, supervising and evaluating all activities and staff relative to the operation, development, inspection, maintenance and repair of the District's flood control and interior drainage systems.

Supervision Received and Exercised

Incumbents receive limited direction from the General Manager. Responsibilities include direct and indirect supervision over technical, field and clerical staff.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Typical duties may include, but are not limited to, the following:

- Plans, prioritizes, organizes, manages and coordinates District construction projects and the operation, inspection, repair and maintenance of the District's flood control and interior drainage systems, and related utility equipment; identifies labor and materials costs; and directs work and project activities to ensure timely completion.
- Establishes construction and maintenance programs and priorities to achieve District short and long-term goals and objectives; and establishes and revises operating methods and procedures to enhance the effectiveness of activities and the utilization of staff and equipment.

- Coordinates construction, maintenance and emergency response work plans and activities with appropriate District personnel, outside agencies and contractors; ensures that work performed by contractors is in compliance with approved plans, District policies and standards and appropriate laws and regulations.
- Coordinates with State levee inspection representation on District levee operations and maintenance activities; participates in the bi-annual levee inspection by the State; coordinates response to any deficiencies noted and assists with the preparation of additional levee inspection reports as required by law.
- Responds to emergency situations to prioritize and direct activities and to dispatch appropriate personnel, including external contractors if needed, and materials required for emergency repairs; under unusual circumstances and without compromising management responsibilities, may operate equipment and/or participate in emergency repair activities.
- In coordination with the General Manager, selects new field personnel; motivates and evaluates field personnel; plans and conducts safety and skill development training; ensures that safety programs and training are in compliance with State and Federal regulations; investigates and addresses personnel/labor issues; works with employees to correct deficiencies and implements corrective action and termination procedures as required.
- Visits job sites to inspect and spot check work in progress and to provide direction to field crews; ensures construction work is completed in accordance with approved plans and as scheduled; maintains communication with field crews via cell phone.
- Patrols District levees, canals, pump stations and other elements of the District's flood control and interior drainage systems to identify maintenance and repair needs, potential health and safety hazards, security issues and vandalism; and determines and implements the most appropriate course of action.
- Identifies any problems with the District's infrastructure; determines if problems are routine, chronic or could result in the operational failure; and determines and implements the most appropriate course of action.
- Participates in long range capital improvement planning and assessment of economic costs for the future development of the District's flood control system.
- Reviews current and completed work of construction and maintenance crews to ensure high productivity and efficiency, maintenance of quality standards and compliance with established safety policies and procedures for accident prevention.

- Identifies areas requiring weed control and oversees safe mixing and application of herbicides and fungicides to control the growth of weeds; directs the collection and/or collects water samples to test for herbicide levels.
- Responds to questions and complaints from District residents, farmers, business owners, property owners and the general public regarding maintenance and repair work; investigates and reports on non-routine complaints from residents and implements or recommends solutions.
- Prepares, administers and controls the operating budget for the field operations work unit; and coordinates and oversees the acquisition of equipment, materials and supplies for unit operations.
- Maintains a variety of records and prepares reports and statistics detailing the activities and status of work projects, equipment testing, maintenance and repair; submits reports to appropriate regulatory agencies; and investigates and reports on field incidents or unusual job conditions, as required by policy and/or regulations.
- Meets with the General Manager on a routine basis regarding field operations; prepares scheduled and ad hoc staff reports for the General Manager and Board of Trustees; and ensures the timely and accurate development, submission and maintenance of time and payroll records.
- Performs special projects and assignments as delegated by the General Manager; and acts on behalf of the General Manager in the General Manager's absence.
- Performs other related work as required.

REQUIREMENTS

Any combination of education and experience that would likely provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the knowledge, skills, and abilities would be the equivalent of:

Education and Experience:

Associate of Arts degree or equivalent education and/or experience plus four (4) years of responsible field construction and maintenance experience equivalent to the duties performed by the District's Foreman and possession of required licenses and certifications or ability to obtain within 6 months of appointment

Knowledge, Skills and Abilities:

Advanced knowledge of: principles, practices, equipment, materials and standards used in the maintenance and repair of levees, canals and other components of a flood control system; flood fight and emergency response methods and technology; operation and maintenance of pumping plants; principles and practices of effective supervision, training and personnel management; principles of budget preparation, control and administration; methods used to achieve efficient utilization of materials, equipment and human resources to coordinate the work activities of multiple field crews; operating capabilities, upkeep and repair of light to heavy duty trucks and construction equipment; pertinent federal, state and local laws, codes, ordinances, regulations and reporting responsibilities; OSHA regulations and safe work practices; tools and techniques for the proper use and application of chemicals used to control weeds and the proper maintenance of spray equipment; and proper English usage in verbal and written form.

Skill and Ability to: plan, prioritize, schedule and direct the work activities of multiple field based work crews; select, supervise, train and evaluate the performance of field operations personnel; resolve day to day employee relations matters; exercise sound judgment in emergency situations; estimate labor, material and equipment needs and prepare and administer complex operations and project budgets; read and interpret blueprints and specifications; conduct technical investigations, develop effective recommendations, and implement improvements to work procedures and field operations; deal tactfully and courteously with residents, the general public, other agency representatives and contractors; exercise tact and diplomacy in the resolution of disputes; work extended shifts, evening or night shifts, after hours, on holidays and weekends as needed during periods of high-water and to respond to emergencies; safely operate a vehicle observing legal and defensive driving practices; safely perform and/or supervise skilled work in the preparation and application of chemical solutions to control weeds; effectively operate a personal computer and other standard office equipment; effectively use job-related software applications, including electronic mail for online communication and internet searches to monitor weather conditions and the status of the flood control system; maintain detailed and accurate records; prepare clear and concise routine and special written reports; communicate effectively, both orally and in writing; establish and maintain effective working relationships; and perform essential duties of the job without causing harm to self or others.

License/Certification Requirements:

- Must possess and maintain a valid commercial class A California driver's license and a satisfactory driving record (Note: District employees required to possess a valid Class A driver's license are subject to random drug and alcohol testing pursuant to federal law)
- A California Qualified Applicators certificate from the Department of Pesticide Regulations
- Must possess a Cal OSHA Forklift Operator certificate
- Must possess a valid public safety CPR certificate
- Must possess a valid Standard First Aid Certificate

Working Conditions/Physical Requirements:

On a daily basis, essential duties of this job are performed: outdoors under various climatic and geographic conditions; after hours, on holidays and weekends during periods of high water and in response to emergencies; and in an environment with exposure to dust, allergens, pesticides, fumes, smoke, gases, grease, and oil; and on uneven and slippery surfaces, around moving vehicles and equipment and on equipment with moving parts and subject to continuous vibration. Frequently essential duties are performed inside in a shop environment with exposure to high frequency and constant noise and/or electrical energy. Occasionally, essential duties are performed in an environment with exposure to high voltage, pesticides, chemicals, solvents; with hands in water; or on ladders and scaffolding; and under highly stressful conditions during floods and emergency response situations.

On a daily basis, the essential duties of this job requires repetitive use of feet and hands to operate vehicles, equipment and tools and the ability to: lift and carry objects weighing 50 to 100 pounds; speak and hear to verbally exchange ideas and information, receive detailed instructions and to listen for changes in the mechanical operation of equipment; use both eyes to clearly see from one foot to twenty feet, with good depth perception and the ability to distinguish basic colors; maintain body equilibrium to prevent falling when walking, standing or crouching on narrow, slippery or moving surfaces; stoop, kneel, crouch, reach, stand, and walk; sit for extended periods of time while operating vehicles and/or equipment; and use finger dexterity and hand strength to operate and grasp tools and equipment on a daily basis. Frequently, the essential duties of these classifications require the ability to ascend and descend levees, ladders, scaffolding, stairs and ramps; crawl about on hands and knees; and to push objects weighing 40 to 50 pounds.

Created: July 10, 2026

Edited: July 10, 2026

FLSA: Exempt



Foreman

SALARY

\$43.77 - \$58.30 Hourly

DEFINITION

Under limited supervision from the Superintendent, individually and as a member of a team patrols and monitors District levees, canals, pump stations and other elements of the District's flood control system to identify safety and levee stress issues such as boils and seepage, maintenance and repair needs, potential health and safety hazards, vandalism and security issues and determines and implements appropriate resolutions; meets with, schedules, assigns and monitors the work of small crews engaged in the inspection, maintenance and repair of levees, canals, pump stations and other elements of the District's flood control system; serves as night shift supervisor and performs duties on a 24/7 schedule working extended shifts, weekends and holidays during periods of high-water and in response to emergencies, inspects and performs skilled repair and maintenance of pumps, pumping stations, tools, machinery, vehicles and equipment; coordinates construction, maintenance and emergency response work plans and activities with appropriate District personnel, outside agencies and contractors; investigates and responds to questions and complaints from District residents, farmers, business owners, property owners and the general public; operates light to heavy-duty motorized vehicles and a variety of maintenance and construction equipment as needed; and performs related duties as required and special projects as assigned.

DISTINGUISHING CHARACTERISTICS

Under limited supervision within a framework of established policies and procedures, the incumbent in this advanced-journey level classification regularly performs the most highly skilled and specialized maintenance, construction and equipment operation duties and is responsible for scheduling, assigning and monitoring the work of small crews engaged in the inspection, maintenance, construction and repair of all elements of the District's flood control system. Assignments are given in broad terms and are subject to review primarily upon completion. There is considerable latitude for independent judgment and action.

This classification is distinguished from the journey level Flood Operations Specialist II classification by the performance of the most highly skilled and complex duties and responsibilities, a higher level of independent judgment, decision making and action, decreased level of supervision received and responsibility for the scheduling, assignment and monitoring of work performed by District staff and contractors. This classification is further distinguished from the Superintendent classification which is ultimately responsible

for planning, scheduling, directing and evaluating the work of all personnel engaged in the inspection, maintenance and repair of the District's flood control system and to whom this classification reports.

Supervision Received and Exercised

Incumbents receive general direction from the Superintendent. Responsibilities include direct and indirect supervision over technical, field and clerical staff.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Typical duties may include, but are not limited to, the following:

- Individually and as a member of a team patrols and monitors District levees, canals, pump stations and other elements of the flood control system to identify maintenance and repair needs, potential health and safety hazards and levee stress problems such as boils and seepage; determines and contacts appropriate authorities or takes other appropriate action as required to address issues identified
- Meets with flood operations employees, assigns and monitors the work and safety practices of small crews engaged in the inspection, maintenance and repair of levees, canals and other elements of the District's flood control system.
- Visits job sites to inspect and spot check work in progress and provides direction to field crews, as needed; ensures construction work performed by District staff and contractors is completed in accordance with approved plans and engineering drawings; makes decisions on appropriate actions, tasks and/or methods for successful completion of a job or project; communicates with field crews and contractors via cell phone.
- Reviews crew productivity on assigned work activities and recommends or implements improved methods, practices and procedures; ensures safe work practices are followed; makes arrangements for equipment and vehicle inspections, repairs and maintenance as required.
- Serves as night-shift supervisor and performs duties and responsibilities on a 24/7 schedule working extended shifts, weekends and holidays during periods of high-water and in response to emergencies.
- Coordinates construction, maintenance and emergency response work plans and activities with appropriate District personnel, outside agencies and contractors; ensures that work performed by contractors is in compliance with approved plans, District policies and appropriate laws and regulations.
- Responds to questions and complaints from District residents, farmers, business owners, property owners and the general public regarding maintenance and repair

work; investigates and reports on non-routine complaints from residents and implements or recommends solutions.

- Inspects, cleans and maintains pumps and pumping stations; cleans racks on a scheduled basis; inspects cleans and lubricates pumps in preparation for rainy season; diagnoses and repairs minor electrical problems; performs basic mechanical repairs to pumps and motors; and identifies problems with pumps that may indicate the need to remove, repair and/or replace.
- Determines and establishes operational parameters for pumping stations which includes setting the water levels at which pumps will activate/de-activate and determining the number of pumps to activate based on water levels, weather forecasts and other pertinent factors.
- As needed, safely operates and rigs a flatbed truck/trailer combination with five or more axles or other multiple-axle equipment and a wide variety of hand-held, hydraulic and power-driven tools and motorized vehicles and equipment including: light to heavy trucks, backhoe, forklift, mowers, grader, dozer, long-stick excavator, boat, welding and other equipment used to maintain and repair all components of a flood control system.
- Inspects vehicles before driving, maintains vehicles in a safe operating condition while in the field; regularly checks operation of lights, brakes, accessories; ensures adequate fuel and oil supply; keeps tires properly inflated; makes other similar service checks and reports need for mechanical repair and adjustments.
- Maintains a variety of records and prepares reports and statistics detailing the activities and status of work projects, equipment testing, maintenance and repair work, emergency response activities and safety hazards; takes photos and includes photos and videos in reports as appropriate; submits reports to appropriate regulatory agencies; and investigates and reports on field incidents or unusual job conditions, as required by policy and/or regulations
- Assists the Superintendent and the General Manager in the implementation of laws and regulations related to flood control operations and maintenance procedures, equipment, security and environmental compliance.
- Uses a computer and District software applications to monitor weather reports, river and reservoir levels and the status of the flood control system; uses the internet to gather information on equipment, materials, supplies and flood control related technology.
- Assumes duties and responsibilities of Superintendent during periods of absence from the District.

- May direct and assist in loading, unloading, arranging and lashing heavy loads to ensure proper balance and security; and ensures adherence to appropriate weight limitations
- May safely drive heavy equipment between job locations and while loading and unloading equipment on and off trucks.
- Performs other related work as required and special projects as assigned

REQUIREMENTS

Any combination of education and experience that would likely provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the knowledge, skills, and abilities would be the equivalent of:

Education and Experience:

High school diploma or equivalent plus two (2) years of increasingly responsible experience in the construction, maintenance and repair of a complex flood control system and highly skilled equipment operation in a position with lead responsibilities equivalent to duties performed by the District's Flood Operations Specialist II; or four (4) years of increasingly responsible experience in the construction, maintenance and repair of a complex flood control system and highly skilled equipment operation with assigned crew leadership responsibility equivalent to duties performed by the District's Flood Operations Specialist II and possession of all required licenses and certifications or ability to obtain within 6 months of appointment.

Knowledge, Skills and Abilities:

Knowledge of: principles, practices, equipment, tools, materials and methods used in the maintenance and repair of levees, canals and other components of a flood control system; pump station operations and repair methods for the maintenance of electrical systems, pumps and motors; principles and practices of effective training and supervision; use and safe operation of standard hand operated, hydraulic and power tools and equipment; safe operation of motorized vehicles and equipment including trucks and combination vehicles, loader, grader, excavator and related equipment; safety regulations and procedures related to work performed including proper shoring and barricading methods; laws, ordinances and safety regulations governing the operation of heavy-duty trucks, tractor/trailer combinations and auxiliary transportation equipment; principles, methods, techniques, materials and equipment used in welding and metal fabrication work; operational work methods and limitations of light to heavy duty construction equipment and related safety practices and regulations; principles and standard terms common to mechanical and electronic repair work; proper English usage in verbal and written form; basic computer operations and the application of standard software programs; relevant policies, rules and governmental regulations.

Skill and Ability to: plan, assign, schedule and monitor the work of multiple field based work crews; exercise sound judgment in emergency situations; resolve day to day employee relations matters; deal tactfully and courteously with residents, the general public, other agency representatives and contractors; exercise tact and diplomacy in the resolution of disputes; work extended shifts, evening or night shifts, after hours, on holidays and weekends as scheduled; safely operate a vehicle observing legal and defensive driving practices; effectively identify and evaluate flood-related problems including levee stability, canal and storm-water pumping plant issues and recommend and/or implement appropriate resolution; safely operate standard and specialized tools and equipment related to work performed; drive a tractor/trailer with five or more axles and/or other heavy trucks with complex gear arrangements; load heavy and awkward equipment and materials with proper load balance and maximum security; direct the work of others in loading and unloading operations; safely and effectively operate construction equipment, making minor adjustments as needed, reading survey stakes, elevations and grades; detect and recognize need for major equipment repair and/or hazardous conditions and take necessary precautions; effectively operate a personal computer and other standard office equipment; effectively use job-related software applications to monitor weather conditions and the status of the flood control system, electronic mail for online communication and the internet research and gather pertinent operations related information; communicate effectively, both orally and in writing; maintain detailed and accurate records; prepare clear and concise written reports; establish

and maintain effective working relationships; and perform essential duties of the job without causing harm to self or others.

License/Certification Requirements:

- Must possess and maintain a valid commercial class A California driver's license and a satisfactory driving record. (Note: District employees required to possess a valid Class A driver's license are subject to random drug and alcohol testing pursuant to federal law)
- Must possess a Trench Plate certificate
- Must possess a Cal OSHA Forklift Operator certificate
- Must possess a valid public safety CPR certificate
- Must possess a valid Standard First Aid Certificate
- May be required to possess a Qualified Applicators certificate from the CA Department of Pesticide Regulations

Working Conditions/Physical Requirements:

On a daily basis, essential duties of this job are performed: outdoors under various climatic and geographic conditions; after hours, on holidays and weekends during periods of high water and in response to emergencies; and in an environment with exposure to dust, allergens, pesticides, fumes, smoke, gases, grease, and oil; and on uneven and slippery surfaces, around moving vehicles and equipment and on equipment with moving parts and subject to continuous vibration. Frequently essential duties are performed inside in a shop environment with exposure to high frequency and constant noise and/or electrical energy. Occasionally, essential duties are performed in an environment with exposure to high voltage, pesticides, chemicals, solvents; with hands in water; or on ladders and scaffolding; and under highly stressful conditions during floods and emergency response situations.

On a daily basis, the essential duties of this job requires repetitive use of feet and hands to operate vehicles, equipment and tools and the ability to: lift and carry objects weighing 50 to 100 pounds; speak and hear to verbally exchange ideas and information, receive detailed instructions and to listen for changes in the mechanical operation of equipment; use both eyes to clearly see from one foot to twenty feet, with good depth perception and the ability to distinguish basic colors; maintain body equilibrium to prevent falling when walking, standing or crouching on narrow, slippery or moving surfaces; stoop, kneel, crouch, reach, stand, and walk; sit for extended periods of time while operating vehicles and/or equipment; and use finger dexterity

and hand strength to operate and grasp tools and equipment on a daily basis. Frequently, the essential duties of these classifications require the ability to ascend and descend levees, ladders, scaffolding, stairs and ramps; crawl about on hands and knees; and to push objects weighing 40 to 50 pounds.

Created: July 10, 2026

Edited: July 10, 2026

FLSA: Non-exempt



RECLAMATION DISTRICT NO. 1000
RESOLUTION NO. 2026-07-06

A RESOLUTION OF THE BOARD OF TRUSTEES OF RECLAMATION DISTRICT NO. 1000
ADOPTING THE REVISED OFFICIAL PAY RATE SCHEDULE FOR FISCAL YEAR 2026/2027

At a regular meeting of the Board of Trustees of Reclamation District No. 1000 held at the District Office on the 10th day of July 2026, the following resolution was approved and adopted:

WHEREAS, the Reclamation District No. 1000's (District) mission is flood protection for the Natomas Basin providing for the public's health and safety by operating and maintaining the levees, and the District's canals and pump stations; and

WHEREAS, the Board of Trustees (Board) of the District recognizes the importance of providing flood protection in a safe, efficient and responsible manner; and

WHEREAS, it is appropriate and necessary to employ staff to achieve the goals and objectives of the District; and

WHEREAS, the establishment and adoption of an official pay rate schedule is necessary; and

WHEREAS, the Board has been presented with, reviewed, and considered revisions to the official pay rate schedule for Fiscal Year 2026/2027 associated with approval of the reorganization of the operations unit; and

WHEREAS, the Board considers the proposed revised schedule as necessary and appropriate for remainder of Fiscal Year 2026/2027.

NOW, THEREFORE BE IT RESOLVED THAT:

1. The facts contained in the recitals above are true and correct, and the Board so finds and determines.
2. The Reclamation District No. 1000 revised Official Pay Rate Schedule for the remainder of Fiscal Year 2026/2027 is hereby adopted as presented, and as attached hereto as "Exhibit A".
3. The revised Official Pay Rate Schedule will become effective on July 16, 2026.

BE IT FURTHER RESOLVED THAT: The General Manager and Administrative Services Manager are responsible for adherence to 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 10th day of July 2026, by the following vote, to wit:

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

Elena Lee Reeder
President, Board of Trustees
Reclamation District No. 1000

CERTIFICATION:

I, Joleen Gutierrez, Secretary of Reclamation District No. 1000, hereby certify that the foregoing Resolution 2026-07-06 was duly adopted by the Board of Trustees of Reclamation District No. 1000 at the regular meeting held on the 10th day of July 2026 and made a part of the minutes thereof.

Joleen Gutierrez, District Secretary

RECLAMATION DISTRICT NO. 1000

OFFICIAL PAY RATE SCHEDULE

FY 2026-2027

(Adopted 7/10/2026)

(Effective 7/16/2026)

Position	Minimum	Maximum
General Manager	\$14,805/Mo.	\$20,745/Mo.
Project Manager/Engineer (Temporary)	\$12,822/Mo.	\$17,703/Mo.
Administrative Services Manager	\$12,678/Mo.	\$17,504/Mo.
Superintendent	\$8,345/Mo.	\$11,522/Mo.
Foreman	\$43.77/Hr.	\$58.30/Hr.
Equipment Maintenance Specialist	\$32.26/Hr.	\$44.56/Hr.
Flood Operations Specialist II	\$32.26/Hr.	\$44.56/Hr.
Flood Operations Specialist I	\$26.80/Hr.	\$37.00/Hr.
Administrative Assistant	\$22.71/Hr.	\$31.36/Hr.



RECLAMATION DISTRICT NO. 1000
RESOLUTION NO. 2026-07-07

A RESOLUTION OF THE BOARD OF TRUSTEES OF RECLAMATION DISTRICT NO. 1000
ADOPTING THE REVISED PURCHASING POLICY AND CREDIT CARD USE POLICY

At a regular meeting of the Board of Trustees of Reclamation District No. 1000 held at the District Office on the 10th day of July 2026, the following resolution was approved and adopted:

WHEREAS, the Board of Trustees (Board) of the District has evaluated its organizational structure and approved reorganizing the management and operations positions as part of the FY 2026-2027 budget approval process; and

WHEREAS, the Board has implemented organizational restructuring of the operations unit which requires certain financial authorities be given to the Superintendent position.

NOW, THEREFORE BE IT RESOLVED, the Board of Trustees of Reclamation District No. 1000 hereby adopts the following updated policies:

- 2135 Purchasing, attached as “Exhibit A”
- 2115 Credit Card Use, attached as “Exhibit B”

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 10th day of July 2026, by the following vote, to wit:

AYES: Trustees:

NOES: Trustees:

ABSTAIN: Trustees:

RECUSE: Trustees:

ABSENT: Trustees:

Elena Lee Reeder
President, Board of Trustees
Reclamation District No. 1000

CERTIFICATION:

I, Joleen Gutierrez, Secretary of Reclamation District No. 1000, hereby certify that the foregoing Resolution 2026-07-07 was duly adopted by the Board of Trustees of Reclamation District No. 1000 at the regular meeting held on the 10th day of July 2026 and made a part of the minutes thereof.

Joleen Gutierrez, District Secretary



POLICY TITLE: Purchasing
POLICY NUMBER: 2135
ADOPTED: July 10, 2026

Purpose: The purpose of this policy is to set standard guidelines for Reclamation District No. 1000 to procure necessary goods and services. It ensures procurement practices are fair, reasonable, and economical.

Scope: This policy applies to all District employees/officers who participate in the specification, requisition, approval, award, purchase, receipt, and/or payment for goods and services.

Implementation:

2135.1. This Purchasing Policy involves procuring materials, supplies, equipment, and services at the lowest cost while maintaining quality and service. It adheres to requirements for a competitive process, opportunities for protected classes, and environmental responsibility.

- a. **\$0.01 - \$500:** To purchase small items, such as office supplies, auto parts, and other miscellaneous items costing less than \$500, vendors will be asked to submit pricing information by telephone or written quotation. District accounts are then awarded to those firms that provide the best prices, discounts, etc. Acquisitions are processed on purchase order forms that list instructions to vendors.

When a blanket purchase order has been properly approved and issued to a vendor, additional purchases less than \$500 from the same vendor may be authorized by District staff without obtaining a new purchase order provided that the additional purchase is directly related to the goods or services covered by the original blanket purchase order, and the cumulative amount of all purchases does not exceed the approved limit of the blanket purchase order.



- b. **\$501 - \$25,000:** To purchase items costing more than \$500 and up to \$25,000, quotations will be solicited from vendors and received by telephone or written quotation, preferably from two or more sources. Quotes shall be provided prior to selection of a supplier and processing of a purchase order. The General Manager, Superintendent and/or the Administrative Services Manager must review and approve purchase orders prior to obligation of purchase or commitment to secure.
- c. **\$25,001 & Above:** To purchase items costing more than \$25,000 or orders of large quantities, the District will provide suppliers with a list of items to be purchased. Suppliers will provide written quotes for consideration and recommendation to the Board of Trustees for award of contract. Items on the list will be purchased from the supplier quoting the lowest prices and having an acceptable delivery date.
- d. **Vehicles/Equipment:** Vehicles will be purchased through the State's Vehicle Procurement Program unless they can be acquired at the same cost or less expensively from local sources by competitive quotation bids.



POLICY TITLE: Credit Card Use
POLICY NUMBER: 2115
ADOPTED: July 10, 2026

Purpose: The purpose of this policy is to prescribe the internal controls for management of District credit cards.

Scope: This policy applies to all individuals who are authorized to use District credit cards and/or who are responsible for managing credit card accounts and/or paying credit card bills.

Implementation:

- 2115.1. A credit card shall be issued to the General Manager, Administrative Services Manager and Superintendent.
- 2115.2. Credit cards shall not be issued or used by members of the Board of Trustees. Trustees will use their personal credit cards for lawful expenses of the District and seek reimbursement on a form provided by the District for that purpose.
- 2115.3. All credit card bills shall be paid in a timely manner to avoid late fees and finance charges.
- 2115.4. All credit card expenses shall be reasonable and necessary for the furtherance of District business. No personal expenses shall be charged on a District credit card. If a transaction involves both personal and District business, the employee shall pay for the transaction personally and request reimbursement by the District of the appropriate portion of the expense.
- 2115.5. Credit card transactions shall have third-party documents (receipts) attached and the District purpose annotated by the cardholder.



- 2115.6. The Finance Committee Chair or Board President shall review and approve credit card transactions by the General Manager.
- 2115.7. The General Manager shall review and approve credit-card transactions by the Administrative Services Manager and Superintendent.
- 2115.8. All records of the District involving credit card use, including receipts, invoices, and requests for reimbursement are disclosable public records to be maintained consistently with the District's records management policy.



RECLAMATION DISTRICT NO. 1000

DATE: JULY 10, 2026

AGENDA ITEM NO. 6.5

TITLE: Authorization to Establish Accounts

SUBJECT: Consider Adoption of Resolution No. 2026-07-08 - Authorizing the General Manager to Direct the Opening of an Additional Money Market Account at River City Bank for the District's Development Impact Fee Revenue

EXECUTIVE SUMMARY:

The Reclamation District 1000 (District) Development Impact Fee (DIF) is a basin-wide funding mechanism established to ensure that new development within the Natomas Basin fairly mitigates its proportional impacts on the District's flood control and drainage system. The DIF is collected to fund specific capital improvements necessary to maintain the existing level of flood protection and system reliability as urban development increases throughout the Natomas Basin.

The District administers and collects the DIF as part of the development approval process. Pursuant to CA Government Code §66006, the District is required to deposit any collected fees in a separate account to avoid any commingling of the fees with other District revenues and funds.

Staff propose opening an additional money market account with River City Bank for the sole purpose of depositing and tracking DIF revenue separate from the District's other funds.

FINANCIAL IMPACT:

Opening an additional money market account will have minimal administrative cost and will not significantly impact the District's overall budget. The account will be used exclusively for managing revenue from DIF.

RECOMMENDATION:

Staff recommend that the Board adopt Resolution 2026-07-08, authorizing the General Manager to direct the opening of an additional money market account at River City Bank for the District's DIF revenue.

ATTACHMENTS:

1. Resolution 2026-07-08: Authorizing the General Manager to direct the opening of an additional money market account at River City Bank for District's DIF revenue.

STAFF RESPONSIBLE FOR REPORT:

Scott L. Brown, General Manager

Date: 07/01/2026



RECLAMATION DISTRICT NO. 1000
RESOLUTION NO. 2026-07-08

**A RESOLUTION OF THE BOARD OF TRUSTEES OF RECLAMATION DISTRICT NO. 1000
AUTHORIZING THE GENERAL MANAGER TO DIRECT THE OPENING OF AN ADDITIONAL MONEY
MARKET ACCOUNT WITH RIVER CITY BANK FOR THE DISTRICT'S DEVELOPMENT FEE REVENUE**

At a regular meeting of the Board of Trustees of Reclamation District No. 1000 held at the District Office on the 10th day of July 2026, the following resolution was approved and adopted:

WHEREAS, Reclamation District No. 1000 (the "District") administers and collects Development Impact Fees (DIF) as a basin-wide funding mechanism to ensure that new development within the Natomas Basin fairly mitigates its proportional impacts on the District's Flood control and drainage system, and

WHEREAS, DIF revenues are collected to fund capital improvements necessary to maintain the existing level of flood protection and system reliability as urban development continues within the Natomas Basin; and

WHEREAS, Maintaining DIF revenues in a separate account is essential to ensure legal compliance, fiscal transparency, and proper funding of flood control infrastructure needed to support continued growth within the Natomas Basin; and

WHEREAS, the Board of Trustees, by this Resolution, desires to authorize the General Manager to direct the opening of one additional money market account with River City Bank for the purpose of segregating and managing the District's Development Impact Fee revenues;

NOW THEREFORE BE IT RESOLVED THAT: The Board of Trustees of Reclamation District No. 1000 hereby authorizes the General Manager to direct the opening of one additional money market account with River City Bank for the District's Development Impact Fee revenues. The account shall be used exclusively for the receipt, deposit, investment, and management of DIF revenues collected by the District and shall serve to ensure appropriate accounting, fiscal transparency, and funding of eligible flood control and drainage capital improvement projects.

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 10th day of July 2026, by the following vote, to wit:

AYES: Trustees:

NOES: Trustees:

ABSTAIN: Trustees:

RECUSE: Trustees:

ABSENT: Trustees:

Elena Lee Reeder
President, Board of Trustees
Reclamation District No. 1000

CERTIFICATION:

I, Joleen Gutierrez, Secretary of Reclamation District No. 1000, hereby certify that the foregoing Resolution 2026-07-08 was duly adopted by the Board of Trustees of Reclamation District No. 1000 at the regular meeting held on the 10th day of July 2026 and made a part of the minutes thereof.

Joleen Gutierrez, District Secretary



RECLAMATION DISTRICT NO. 1000

DATE: JULY 10, 2026

AGENDA ITEM NO. 7.1

TITLE: Committee Meeting Minutes

SUBJECT: Committee Meeting Minutes since the June Board Meeting

Executive Committee Meeting – June 24, 2026

A meeting of the Reclamation District No. 1000 Executive Committee was held on June 24, 2026, at 2:30 p.m. at the District's temporary office (2450 Venture Oaks Way, Suite 200, Sacramento, CA 95833). In attendance were Trustees Lee Reeder and Gilbert. Staff in attendance were General Manager Brown, and District Counsel Shapiro. No members of the public were present; therefore, no public comments were received.

The Executive Committee performed the following items:

1. Executive Committee Meeting
 - 1.1. Review Agenda for July 10, 2026 - Regular Board of Trustees Meeting
The Committee reviewed and discussed the proposed agenda and approved it with modifications.
 - 1.2. General Manager's Report
General Manager Brown provided an update to the Executive Committee about various District activities and upcoming items to be brought to the Board.
2. Public Comment

No public comments were received.
3. Adjournment

With no further business on the agenda, the meeting adjourned around 3:30 p.m.