

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

1633 GARDEN HIGHWAY
SACRAMENTO, CA 95833

**FRIDAY, SEPTEMBER 13, 2019
8:00 A.M.**

AGENDA

1. PRELIMINARY

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

2. PRESENTATIONS

2.1 [UNAUTHORIZED ENCAMPMENT ACTIVITY: 2018 Annual Report](#)

3. PUBLIC COMMENT (NON-AGENDA ITEMS)

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

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

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

4. INFORMATIONAL ITEMS

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

5. CONSENT CALENDAR

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

- 5.1. APPROVAL OF MINUTES: Approval of Minutes from August 9, 2019 Regular Board Meeting.
- 5.2. TREASURER'S REPORT: Approve Treasurer's Report for August 2019.
- 5.3. EXPENDITURE REPORT: Review and Accept Report for August 2019.
- 5.4. BUDGET TO ACTUAL REPORT: Review and Accept Report for August 2019.
- 5.5. INSURANCE RENEWAL: Review and Consider Authorizing General Manager to Execute Annual Insurance Renewal.

6. SCHEDULED ITEMS

- 6.1. No Scheduled Items.

7. BOARD OF TRUSTEE'S COMMENTS

7.1. BOARD ACTIVITY UPDATES:

7.1.1. RD 1000 Committee Meetings Since Last Board Meeting

- Legal Committee (Avdis, Barandas & Harris) August 22, 2019
- Executive Committee (Smith & Barandas) September 4, 2019

7.1.2. RD 1000 Committees No Meetings Since Last Board Meeting

- Finance Committee (Gilbert, Harris, & Smith)
- Operations Committee (Barandas, Christophel, & Smith)
- Personnel Committee (Harris, Burns, Christophel)
- Urbanization Committee (Burns, Gilbert, & Avdis)

7.1.3. Trustee's Comments/Reports

8. CLOSED SESSION

8.1. POTENTIAL LITIGATION: Pursuant to Government Code §54959.9(b): Claim against Reclamation District No. 1000. The District may meet in closed session with the District General Counsel to discuss claim for damages.

9. RECONVENE TO OPEN SESSION

9.1. Report from Closed Session.

10. ADJOURN

DATE: September 13, 2019

AGENDA ITEM NO. 2.1

TITLE: Unauthorized Encampment Activity

SUBJECT: 2018 Annual Report

EXECUTIVE SUMMARY:

Reclamation District 1000's (RD 1000; District) Administrative Assistant, Christina Forehand, to present the 2018 Annual Report of Unauthorized Encampment Activity.

ATTACHMENTS:

1. Unauthorized Encampment Activity – 2018 Annual Report

STAFF RESPONSIBLE FOR REPORT:



Kevin L. King, General Manager

Date: 09/09/2019



Unauthorized Encampment Activity Annual Update

Fiscal Year 2018/2019

OVERVIEW

The District has been tasked by the Board of Trustees to monitor expenses incurred due to unauthorized encampment activity within the District boundaries, including clean up and repairs to infrastructure throughout the Natomas Basin. The District has also tracked expenses related to joint efforts with local area agencies to clean up specific unauthorized encampments.

GOALS

1. Monitor district expenses related specifically to unauthorized encampments within the district for current and future budgeting/staffing purposes.

SPECIFICATIONS

The District monitors related expenses and staff time utilizing timekeeping software as well as receipt and invoice tracking of related expenses throughout the fiscal year. The District also utilized accounting software to monitor expenses related to unauthorized encampments on both a monthly and annual basis.

Activity Summary

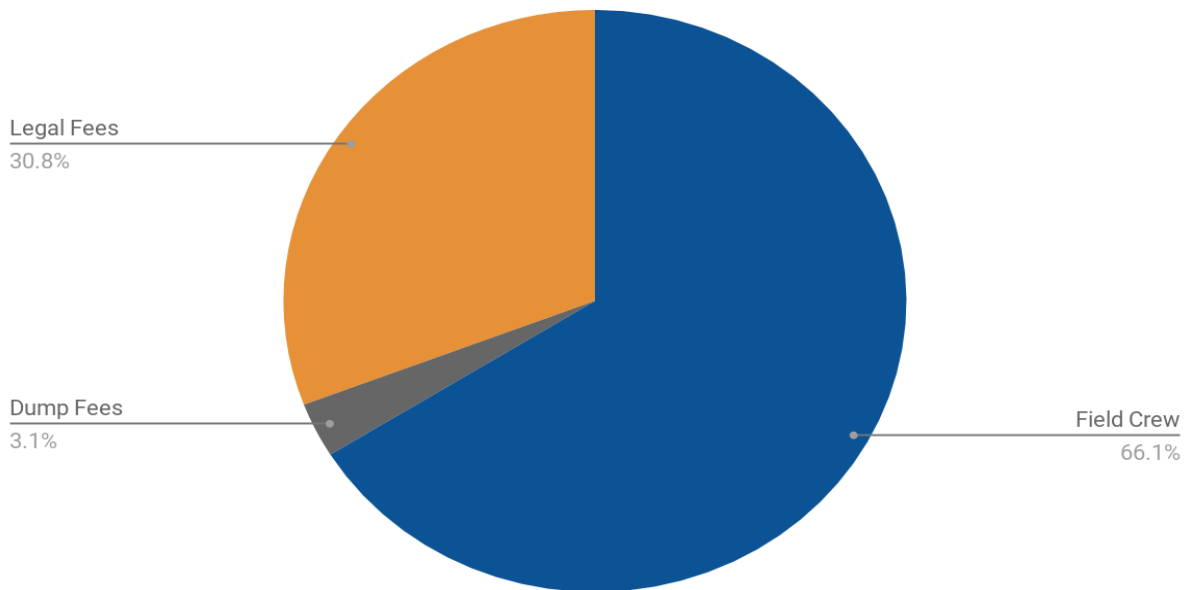
The District's total expenses for unauthorized encampments for fiscal year 2018/2019 were \$32,291.47.

Expenses included:

- 311.50 crew and equipment hours at a cost of \$21,360.17*.
- Dumping fees related to all unauthorized encampment clean up were \$985.80.
- Legal fees related to all unauthorized encampment activity within the District were \$9,945.50.

The District's portion of the joint local agency clean up at Steelhead Creek expenses was \$15,202.44, of which \$14,540.64* was for crew and equipment costs, and \$661.80 in dump fees.

Unauthorized Encampment Activity Expense FY 18/19



*labor costs only include hourly wages and does not included a weighted rate for each employee.

DATE: September 13, 2019

AGENDA ITEM NO. 4.1

TITLE: General Manager's Report – September 2019

SUBJECT: Update on Activities since the August 2019 Board of Trustees Meeting

EXECUTIVE SUMMARY:

Reclamation District 1000's (RD 1000; District) General Manager, Kevin King, to provide verbal report of work performed during the month of August 2019.

ATTACHMENTS:

1. Sacramento Area Flood Control Agency – August 2019 Board Meeting

STAFF RESPONSIBLE FOR REPORT:



Kevin L. King, General Manager

Date: 09/09/2019



Board of Directors Agenda of

August 15, 2019 - 3:00 pm

City of Sacramento Council Chambers, 915 I Street, Sacramento, CA. 95814

Directors/Alternates Present: Ashby, Avdis, Barandas, Conant, Harris, Hedges, Jennings, Kennedy, Nava, Nottoli, Peters, Shah, and Vander Werf

Directors Absent: None

ROLL CALL

SPECIAL PRESENTATIONS

1. [2019 Marks 30 Years Since the Formation of SAFCA](#)
 - A. Information - History of SAFCA (Johnson)
 - B. Information - Thoughts by Previous SAFCA Executive Directors
 - * Bill Edgar
 - * Butch Hodgkins
 - * Stein Buer
 - C. Resolution No. 2019-105 - Celebrating 30 Years of Sacramento Area Flood Control Agency Contributions to Improving Flood Protection in the Sacramento Region

Motion by Director Kennedy and seconded by Director Conant to approve Resolution No. 2019-105.

AYES: Ashby, Avdis, Barandas, Conant, Harris, Hedges, Jennings, Kennedy, Nava, Nottoli, Peters, Shah, and Vander Werf
NOES: (None)
ABSTAIN: (None)
RECUSE: (None)
ABSENT: (None)

2. [Special Recognition of Congresswoman Doris Matsui](#)

A. Presentation of Resolution from Central Valley Flood Protection Board by CVFPB President Bill Edgar

B. Resolution No. 2019-106 - Recognizing Congresswoman Doris Matsui for her Contributions to Improving Flood Protection in the Sacramento Region (Chair Jeff Harris)

C. Remarks by Congresswoman Doris Matsui

Motion by Director Harris and seconded by Director Shah to approve Resolution No. 2019-106.

AYES: Ashby, Avdis, Barandas, Conant, Harris, Hedges, Jennings, Kennedy, Nava, Nottoli, Peters, Shah, and Vander Werf
NOES: (None)
ABSTAIN: (None)
RECUSE: (None)
ABSENT: (None)

BREAK – Recess to Closed Session Room for Cake with Congresswoman Matsui, SAFCA Board Members, and those Invited Guests

RECONVENE/ROLL CALL

PUBLIC COMMENTS

CONSENT MATTERS

Motion by Director Avdis and seconded by Director Kennedy to approve Resolution Nos. 2019-107; 2019-108; 2019-109; 2019-110; 2019-111; 2019-112; and 2019-113 of Consent Matters.

AYES: Avdis, Barandas, Conant, Harris, Hedges, Kennedy, Nava, Nottoli, and Vander Werf
NOES: (None)
ABSTAIN: (None)
RECUSE: (None)
ABSENT: Ashby, Jennings, Peters, and Shah

3. [Adopting the Action Summary for July 18, 2019 \(Russell\)](#)

4. [Resolution No. 2019 -107- Authorizing the Executive Director to Execute Amendment No. 1 to Contract No. 1484 with Nossaman, LLP for Legal Services \(Gilchrist\)](#)

5. [Resolution No. 2019-108 - Approving Position Class Specification for Principal Planner and Modifying Position Allocation by Adding Position of Principal Planner and Deleting Director of Natural Resources \(Campbell\)](#)
6. [Resolution No. 2019-109 - Approving Contact Documents and Authorizing the Executive Director to Advertise for Bids for Two Job Order Contracts, Contract Nos. SAFCA JOC-001 and SAFCA JOC-002 \(Campbell\)](#)
7. [Resolution No. 2019-110 - Authorizing the Executive Director to Execute Amendment No. 10 to Contract No. 1153 with Psomas for Surveying and Mapping Services Associated with Levee Accreditation of the North Area Stream Levees, American River Levees, and the Sacramento River Levees from the Confluence of the American River to Freeport, and the Beach Lake Levee and Floodwall System to the Union Pacific Railroad \(Tibbitts\)](#)
8. [Resolution No. 2019-111 - Authorizing the Executive Director to Execute Amendment No. 7 to Contract No. 1151 with MBK Engineers for Levee Accreditation Services Associated with the North Area Streams Levees, American River Levees, Sacramento River Levees from the Confluence of the American River Down to the Town of Freeport, and the Beach Lake Levee and Floodwall System Up to the Union Pacific Railroad \(Ghelfi\)](#)
9. [Resolution No. 2019-112 - Authorizing the Executive Director to Execute Amendment No. 1 to Contract No. 1448 with Mead & Hunt, Inc. for Design Services for the Rehabilitation of Cattle Fence \(Sorgen\)](#)
10. [Resolution No. 2019-113 - Authorizing the Executive Director to Execute Amendment No. 3 to Contract No. 1361 with Smith & Associates, Inc. for Real Estate Appraisal Services to Support Execution of SAFCA's Programs and Projects \(Bassett\)](#)

SEPARATE MATTERS

11. [Resolution No. 2019-114 - Authorizing the Executive Director to Award Construction Contract No. 4452 - Sacramento River East Levee Improvements - Beach-Stone Lakes Woodland Mitigation and Enhancement Project, Sacramento County, California to the Lowest Responsive and Responsible Bidder and Authorizing the Executive Director to Execute the Contract \(Ghelfi\)](#)

Motion by Director Kennedy and seconded by Director Conant to approve Resolution No. 2019-114.

AYES: Avdis, Barandas, Conant, Harris, Hedges, Jennings, Kennedy, Nava, Nottoli, Shah, and Vander Werf

NOES: (None)
ABSTAIN: (None)
RECUSE: (None)
ABSENT: Ashby and Peters

RECEIVE & FILE

12. [Information - Executive Director's Report for August 15, 2019 \(Johnson\)](#)

ADJOURN

Respectfully submitted,

Lyndee Russell



DATE: September 13, 2019

AGENDA ITEM NO. 4.2

TITLE: Superintendent's Report – September 2019

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

EXECUTIVE SUMMARY:

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

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

RECOMMENDATION:

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

ATTACHMENTS:

1. Superintendent's Report Data Sheet

STAFF RESPONSIBLE FOR REPORT:

Donald Caldwell, Superintendent

Date: 09/06/2019

Kevin L. King, General Manager

Date: 09/09/2019



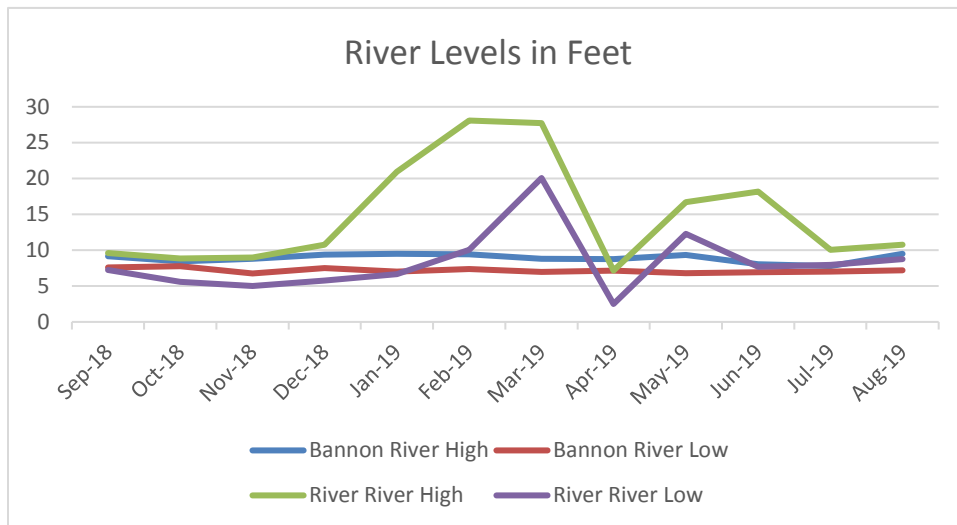
Superintendent's Report August 2019

Attachment 1

River Levels:

Bannon H: 9.5'
L: 7.21'

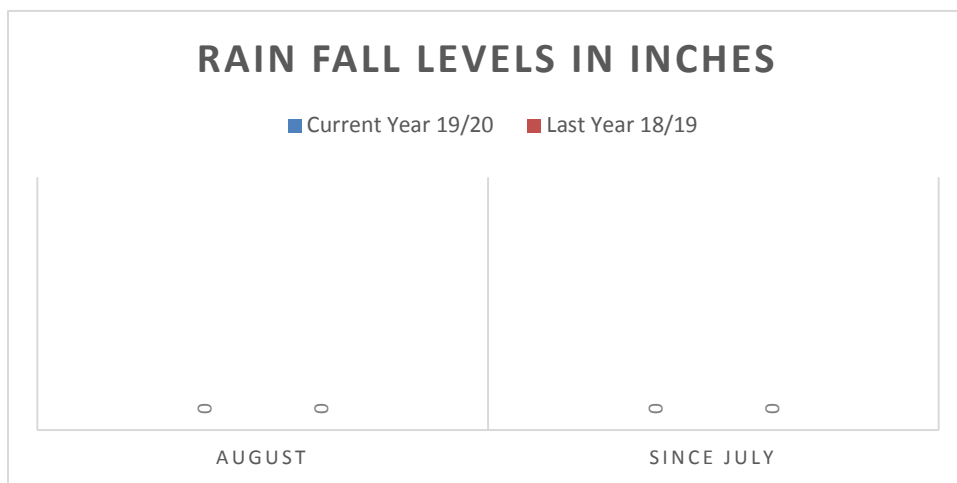
River H: 10.75'
L: 8.74'



Rain Fall Totals:

No rain for the month of August

Rain totals since July 1st were 0"



Safety topics for the month of August: Equipment Operations – Safety: Be aware of your surroundings – obstacles, roads and ditch edges.

District Complaints: For the month of August the District received a total of seven (7) complaints via phone, website submission, and/or email. Four complaints were for trash/illegal dumping in the District, additional complaints included were for potential levee damage,* high weeds at Fisherman’s Lake, and a complaint regarding an unauthorized vehicle driving on the levee in dry brush. All incidents were reviewed by field staff and resolved.

*Foreman Del Castillo reviewed the site and determined that the area was not on the levee or a threat to the levee and was due to a difference in elevation between two properties

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

RD 1000 Field Crew	*Field Hours Worked	Activity
	288.5	Grounds
	42	Pump Plant Maintenance
	2.5	Pump Rounds
	30.5	Ditch Maintenance
	37	Garbage
	279	Weed Control
	10	Tree Trimming
	263	Mowing
	6	Rodent Control
	11.5	Equipment Hauling
	148	Equipment Repairs

*Hours worked do not include Superintendent's time

Pumping

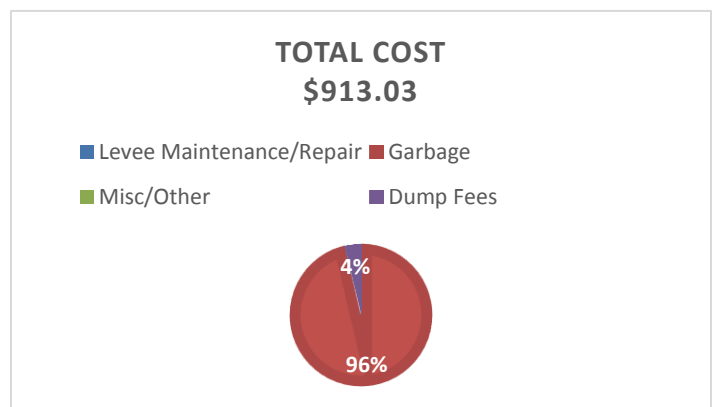
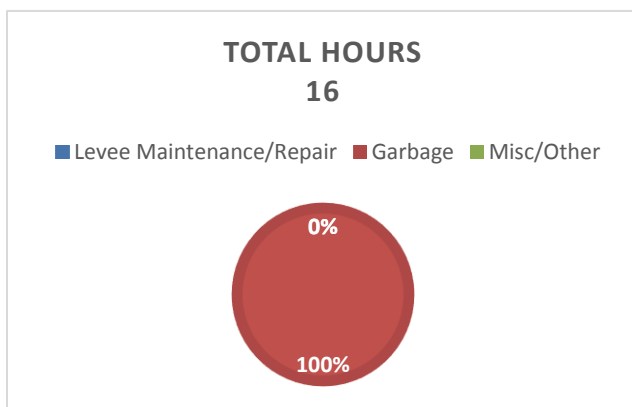
The District did pumping for early rice water drainage releases.

Pumping Plant	Pump	Hours and A/F
Plant 1-B	Pump # 1	1.4 hours and 13.72 A/F
	Pump # 2	8.8 hours and 86.24 A/F
	Pump # 4	129.6 hours and 1270.08 A/F

Unauthorized Encampment Activity

The District spent a total of 16 crew hours on unauthorized encampments for a total cost to the district of \$913.03. This total includes labor,* equipment costs and dump fees.

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





DATE: September 13, 2019

AGENDA ITEM NO. 4.3

TITLE: District Counsel's Report – September 2019

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

EXECUTIVE SUMMARY:

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

ATTACHMENTS:

None

STAFF RESPONSIBLE FOR REPORT:

Kevin L. King, General Manager

Date: 09/09/2019



RECLAMATION DISTRICT 1000

DATE: September 13, 2019

AGENDA ITEM NO. 5.1

TITLE: Approval of Minutes

SUBJECT: Approval of Minutes from August 9, 2019 Regular Board Meeting

EXECUTIVE SUMMARY:

This staff report is intended to serve as the official record of monthly meetings of the Board of Trustees. This document details meeting participants, proof of items discussed, summaries of board meeting discussion, and vote actions taken by the Board. Staff recommends Board approval of the August 9, 2019 Board Meeting Minutes.

BACKGROUND:

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

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

RECOMMENDATION:

Staff Recommends the Board approve the Minutes from the August 9, 2019 Board of Trustees Meeting.

FINANCIAL IMPACT:

None.

ATTACHMENTS:

1. August 9, 2019, Board Meeting Minutes

STAFF RESPONSIBLE FOR REPORT:



Joleen Gutierrez, Administrative Services Manager

Date: 09/06/2019



Kevin L. King, General Manager

Date: 09/09/2019



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

1633 Garden Highway
Sacramento, CA 95833

**AUGUST 9, 2019
MEETING MINUTES**

The Reclamation District No. 1000 Board of Trustees met in regular session on this date at the District Office. Present were: Board President Jeff Smith; Vice President Tom Barandas; Trustee Fred Harris; Trustee David Christophel; Trustee Nick Avdis; Trustee Chris Burns; Trustee Thom Gilbert; General Manager Kevin King; District Counsel Jim Day; Administrative Services Manager Joleen Gutierrez; and District Superintendent Don Caldwell.

1. Preliminary

The meeting was called to order by Board President, Jeff Smith.

After the Pledge of Allegiance, the Board was given the opportunity to disclose any potential conflicts of interest for items listed on the agenda. Trustee Nick Avdis requested to recuse himself from Items 5.6 and 5.7

2. Presentations

No presentations were scheduled for this meeting.

3. Public Comment

There were no public comments.

4. Informational Items

4.1 – General Manager’s Report: GM King provided a verbal report of work performed during the month of July 2019.

GM King reported the Corps hoped to be at 65% design, but they are still working to finalize their plans for Reach A. There are many unknowns concerning the soil conditions at the Wheelhouse subdivision and there are still concerns about RD1000’s patrol road and proximity to existing properties. Additional time will be necessary for planning to ensure that the final proposal makes sense for all.

GM King also made known that he has spent time preparing a Request for Qualifications (RFQ) template to help prepare for several upcoming district studies. establish a qualified list for professional services firms to seek proposals from. GM King will work with Committees to review proposals and or interview firms. A Special Board Meeting will be set if other Trustees are interested in participating.

Trustee Harris inquired about an update on legislation. GM King provided an update on AB 137 (Cooper): Facilities of the State Plan of Flood Control. This bill is headed to Senate Appropriations on August 12. This bill would expand the prohibition on cutting or altering specific levees – to curb the growing levee critical infrastructure issue.

GM King shared Sacramento LAFCO is seeking nominations to serve on their Commission. He asked if any Board Members had an interest in serving on the LAFCO Board. None of RD1000 Trustees expressed interest. A copy of the original letter from LAFCO with the nomination announcement was included for review in the Board packet.

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

Trustee Burns requested to see the District complaint log added to the Superintendent’s Report.

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

5. Consent Calendar

All Consent Calendar items are acted upon by one Motion. Item 5.6, 5.7, 5.8, 5.9 were removed for separate consideration.

Moved/Seconded: Trustee Harris / Trustee Avdis

Ayes: Trustees Jeff Smith, Tom Barandas, Nick Avdis, Chris Burns, David Christophel, Thom Gilbert, Fred Harris

Action: A motion passed to approve Consent Calendar Items 5.1, 5.2, 5.3, 5.4, 5.5 as amended, in one motion.

5.1 Approval of Minutes from the July 12, 2019 Regular Board Meeting

Action: Approved Minutes from July 12, 2019 Board Meeting.

5.2 Treasurer's Report for July 2019.

Action: Approved Treasurer's Report for July 2019 with amendments.

5.3 Expenditure Report: Review and Accept Report for July 2019.

Action: Reviewed and Accepted Expenditure Report for July 2019.

5.4 Budget to Actual Report: Review and Accept Report for July 2019.

Action: Reviewed and Accepted Budget to Actual Report for July 2019.

5.5 Authorization to Grant Easement: Review and Consider Adoption of Resolution No. 2019-8-1 Authorizing General Manager to Grant Easement Deed to Sacramento Municipal Utility District.

Action: Approved Resolution No. 2019-8-1 authorizing General Manager to Grant Easement Deed to Sacramento Municipal Utility District.

5.6 Authorization to Accept Easement: Review and Consider Adoption of Resolution No. 2019-8-2 Authorizing General Manager to Accept Facility Easement Deed from Greenbriar Project Owner, LLC.

Trustee Nick Avdis recused himself from discussion and vote on this item.

Reclamation District 1000 has been working with the Greenbriar Development to accommodate the planned development while allowing the District to continue to provide ongoing maintenance and operation and protection of the District's facilities. Resolution 2019-8-2 would provide necessary authorization to accept the Grant of Facility Easement Deed from Greenbriar project owner. A copy of the document was included in the board packet.

Moved/Seconded: Trustee Burns/Trustee Barandas

Ayes: Trustees Thom Gilbert, Chris Burns, Jeff Smith, Fred Harris, Tom Barandas, David Christophel

Recuse: Trustee Nick Avdis

Action: Adopted Resolution No. 2019-8-2 authorizing General Manager to Accept Facility Easement Deed from Greenbriar Project Owner, LLC.

5.7 Authorization to Accept Easement: Review and Consider Adoption of Resolution No. 2019-8-3 Authorizing General Manager to Accept Access Easement Deed from Greenbriar Project Owner, LLC.

Trustee Nick Avdis recused himself from discussion and vote on this item.

Reclamation District 1000 has been working with the Greenbriar Development to accommodate the planned development while allowing the District to continue to provide ongoing maintenance and operation and protection of the District's facilities. Resolution 2019-8-3 would provide necessary authorization to accept the Grant of Access Easement Deed from Greenbriar Project Owner. A copy of the document was included in the board packet.

Moved/Seconded: Trustee Burns/Trustee Barandas

Ayes: Trustees Thom Gilbert, Chris Burns, Jeff Smith, Fred Harris, Tom Barandas, David Christophel

Recuse: Trustee Nick Avdis

Action: Adopted Resolution 2019-8-3 Authorizing General Manager to Accept Facility Easement Deed from Greenbriar Project Owner, LLC.

- 5.8 Authorization to Submit Grant Application: Review and Consider Adoption of Resolution No. 2019-8-4: Authorizing the General Manager to Submit Application for Grant Funding with State of California Department of Water Resources – Flood Maintenance Assistance Program 2019/2020.

This funding opportunity will help to ensure that State Plan of Flood Control Facilities are properly maintained and have enough resources, including funding, to meet applicable federal regulations and O&M manual requirements.

The District is currently under FMAP funding agreement and desires to apply for another grant in 2019/2020 for identified maintenance and equipment needs. The financial impact could be up to \$601,337 in grant revenue in Fiscal Year 2019/2020.

A copy of FMAP Application materials is included in the board packet. Trustees Chris Burns, Fred Harris and David Christophel requested to better understand the District's "unacceptable" rating with USACE due to a vegetation issue. GM King will look into this issue.

Moved/Seconded: Trustee Christophel/Trustee Harris

Ayes: Trustees Thom Gilbert, Chris Burns, Nick Avdis, Jeff Smith, Fred Harris, Tom Barandas, David Christophel

Action: Adopted Resolution

- 5.9 Authorization to Execute Funding Agreement: Review and Consider Adoption of Resolution No. 2019-8-5 Authorizing General Manager to Execute Funding Agreement with State of California Department of Water Resources – Flood Maintenance Assistance Program.

Reclamation District 1000 submitted a grant application to the California Department of Water Resources under the Flood Management Assistance Program (FMAP) on July 3, 2019. The FMAP program provides State Funds for eligible maintenance activities to local Maintaining Agencies, like RD1000. The program helps to ensure that State Plan of Flood Control facilities are properly maintained and have enough resources, including funding to meet federal regulations and O&M manual requirements. The Financial impact could be up to \$601,337 in grant revenue for Fiscal Year 2019/2020.

Moved/Seconded: Trustee Christophel/Harris

Ayes: Trustees Thom Gilbert, Chris Burns, Nick Avdis, Jeff Smith, Fred Harris, Tom Barandas, David Christophel

Action: Adopted Resolution

6. Scheduled Items

6.1 – Senate Bill 415 (Hueso): CA Voter Participation Rights Act

SB 415 (Hueso) CA Voter Participation Rights Act went into effect on January 1, 2018. The intent of this bill is to increase voter participation in local elections by holding them at the same time as a statewide election date. This structure would be applied when there is a 25% less than average voter turnout within that political subdivision for the previous four statewide general elections. (Elec. Code Section 14051(b).)

Considering the SB 415 requirement, GM King made known the District will need to adopt a Resolution. It is likely the new election requirement will be triggered this year requiring district election changes for the November 2020 election. Because of the complicated nature of RD1000 election vote (Assessments/votes/cumulative voting/proxy voting) methodology it will be difficult if not impossible to comply with. After robust discussion, the Board agreed to have the Legal Committee further explore solutions to the issue.

7. Board of Trustee's Comments

7.1 – Board Activity Updates:

7.1.1. RD 1000 Committee Meetings Since Last Board Meeting

- Executive Committee (Smith & Barandas) July 31, 2019

A summary of the July 31, 2019 Executive Committee Meeting Minutes was included for review in the July 31, 2019 board packet.

7.1.2 RD 1000 Committees No Meetings Since Last Board Meeting

- Finance Committee (Gilbert, Harris, & Smith)
- Legal Committee (Avdis, Barandas, & Harris)

- Operations Committee (Barandas, Christophel, & Smith)
- Personnel Committee (Harris, Burns, Christophel)
- Urbanization Committee (Burns, Gilbert, & Avdis)

7.1.3 Trustee's Comments/Reports

Trustee Tom Barandas provided a verbal update of SAFCA's August board meeting. Updates included information about various Natomas Levee Project reaches, Bryte Landfill Project, the railroad project associated with the Weir widening project, and SAFCA's 30th Anniversary.

Trustee Harris requested a SCADA update. Consultant Scott Brown from Larsen Wurzel reported several setbacks having to do with equipment and serviceable parts, there have been issues scheduling final testing. Scott Brown is hopeful the SCADA system will be up and running by flood season. He reported all plants are automated, real time testing still needs to be conducted.

Trustee Chris Burns shared with the Board the City of Sacramento will have a Flood Ready event in October and he would like to see RD1000 participate. Trustee Burns and ASM Joleen Gutierrez agreed to attend this public outreach event on behalf of RD1000.

8. Closed Session

8.1 – No Closed Session items

10. ADJOURN

Meeting adjourned.

8. Closed Session

8.1 – No Closed Session items

10. ADJOURN

Meeting adjourned.

TITLE: Treasurer's Report

SUBJECT: Approve Treasurer's Report for August 2019

EXECUTIVE SUMMARY:

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

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

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

BACKGROUND:

Income and Cash

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

The District's primary source of income is property assessments. Assessments are collected through respective Sacramento and Sutter County tax bills.

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

RECOMMENDATION:

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

FINANCIAL IMPACT:

None.

ATTACHMENTS:

1. Treasurer's Report

STAFF RESPONSIBLE FOR REPORT:



Joleen Gutierrez, Administrative Services Manager

Date: 09/06/2019



Kevin L. King, General Manager

Date: 09/09/2019

Reclamation District 1000
Treasurer's Report
August 2019

Treasurer's Report for August 2019

August 2019	
Total Funds	10,095,620.15
Bank of the West - Checking	168,875.40
Bank of the West - Money Market	217,864.39
Bank of the West FMAP	574,000.00
Sacramento County Treasurer	3,385,197.81
State Treasurer - Local Agency Investment Fund	3,689,900.91
City of Sacramento - Pool A	2,059,781.64

August 2019 - Operations and Maintenance Cash Flow			
Beginning Balance			3,578,757.80
	Income	Expense	
Current months receipts	21,701.64		21,701.64
Transfer from money market account	200,000.00		200,000.00
Accounts Payable*		(155,474.37)	(155,474.37)
Payroll		(90,911.86)	(90,911.86)
Ending Balance			3,554,073.21

*See Attached Check Register

Current months receipts are made up of the following:

Refund of bank fee from Bank of the West	20.00
Collection of security patrolling from Natomas Central Mutual Water Company	18,300.00
Collection from SAFCA for prior year maintenance of Upper GGS	3,115.02
Unknown bank deposit on 8/29/19	266.02

DATE: September 13, 2019

AGENDA ITEM NO. 5.3

TITLE: Expenditure Report

SUBJECT: Review and Accept Report for August 2019

EXECUTIVE SUMMARY:

This Staff Report is intended to advise the Board of monthly expenditures and provide an explanation of any expenses outside of the usual course of business. Staff recommends the Board review and accept the Expenditure Report for August 2019.

Expenses

The Administrative Services Manager reviews and the General Manager approves expenditures. This activity is disclosed monthly as an attachment to this staff report. The attached Expenditure Report (Attachment 1) reveals normal District spending with the exception of additional payroll expenditures which included additional compensation to an employee having additional licensing to the benefit of the District as well as a final compensation payment to a departing employee. Also noted is the annual membership expense to the California Central Valley Flood Control Association for \$12,607 for fiscal year 19/20 and Annual Assessment Report produced by SCI Consulting at a cost of \$10,079.13.

RECOMMENDATION:

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

FINANCIAL IMPACT:

None.

ATTACHMENTS:

1. August 2019 Expenditure Report

STAFF RESPONSIBLE FOR REPORT:



Joleen Gutierrez, Administrative Services Manager

Date: 09/06/2019



Kevin L. King, General Manager

Date: 09/09/2019

Date	Num	Name	Memo	Debit	Credit	Balance
Cash and Investments						193,559.99
1010.00 - Bank of the West Checking Acct						193,559.99
08/01/2019	40619	Grainger, Inc.			811.18	192,748.81
08/01/2019	40620	John F. Mahaney Co.			741.20	192,007.61
08/01/2019	40621	Montage Enterprises			985.67	191,021.94
08/01/2019	40622	Sierra Industries, Inc.			885.95	190,135.99
08/01/2019	40623	Smile Business Products			244.36	189,891.63
08/01/2019	EFT	PG&E			62.65	189,828.98
08/01/2019	EFT	Cal Pers			817.43	189,011.55
08/01/2019			7/31/19 payroll		32,039.47	156,972.08
08/01/2019			7/31/19 payroll		14,199.15	142,772.93
08/01/2019			7/31/19 payroll		95.85	142,677.08
08/01/2019			7/31/19 payroll, check # 10046		403.90	142,273.18
08/01/2019	EFT	Bank of the West			140.00	142,133.18
08/01/2019	EFT	Bank of the West			20.00	142,113.18
08/01/2019		Bank of the West	Bank fee refund	20.00		142,133.18
08/02/2019	40624	Angel Electric			1,045.90	141,087.28
08/02/2019	40625	Day Carter & Murphy LLP			2,645.00	138,442.28
08/02/2019	40626	Larsen Wurzel & Associates			112.00	138,330.28
08/02/2019	40627	Occupational Health Centers of CA			325.50	138,004.78
08/02/2019	40628	US Bank Corp			2,188.86	135,815.92
08/02/2019			July 2019 payroll for T. Tikalsky		422.58	135,393.34
08/02/2019			July 2019 payroll for T. Tikalsky		115.67	135,277.67
08/02/2019			July 2019 payroll for T. Tikalsky		62.25	135,215.42
08/02/2019	EFT	Cal Pers			300.00	134,915.42
08/02/2019	EFT	Cal Pers			5,882.56	129,032.86
08/02/2019	EFT	Cal Pers			4,300.66	124,732.20
08/02/2019	EFT	Cal Pers			2,792.84	121,939.36
08/06/2019		Natomas Central Mutual Water Company		18,300.00		140,239.36
08/06/2019		SAFCA		3,115.02		143,354.38
08/12/2019	40640	Kevin King			228.70	143,125.68
08/12/2019	40629	A T.E.E.M. Electrical Engineering, Inc.			2,760.00	140,365.68
08/12/2019	40630	ACWA JPIA			1,758.76	138,606.92
08/12/2019	40631	Airgas NCN			372.51	138,234.41
08/12/2019	40632	AT&T			276.75	137,957.66
08/12/2019	40633	Boutin Jones, Inc.			196.00	137,761.66
08/12/2019	40634	Brookman Protection Services, Inc.			7,800.00	129,961.66
08/12/2019	40635	Carson Landscape Industries			695.00	129,266.66
08/12/2019	40636	Chavez, Silva & Company			1,912.50	127,354.16
08/12/2019	40637	Great America Financial Services			304.85	127,049.31
08/12/2019	40638	Green Light Termite and Pest			75.00	126,974.31
08/12/2019	40639	Interstate Oil Company			4,322.17	122,652.14
08/12/2019	40641	Miles Treaster & Associates			2,380.30	120,271.84
08/12/2019	40642	Montage Enterprises			925.98	119,345.86

08/12/2019	40643	Neat Freak Clean, LLC		630.00	118,715.86
08/12/2019	40644	Neofunds by Neopost		27.19	118,688.67
08/12/2019	EFT	PG&E		9.79	118,678.88
08/12/2019	40645	Simplot		1,966.05	116,712.83
08/12/2019	40646	Signature Graphics		132.30	116,580.53
08/12/2019	40647	Steve Yaeger Consulting		4,336.00	112,244.53
08/12/2019	40648	Terrapin Technology Group		422.24	111,822.29
08/12/2019	40649	United Rentals		197.97	111,624.32
08/12/2019	40650	Valley Hydraulics & Machine, Inc.		479.02	111,145.30
08/12/2019	40651	Valley Truck & Tractor Company		5.79	111,139.51
08/12/2019	40652	Yolo County Public Works		835.26	110,304.25
08/13/2019	EFT	Berkshire Hathaway Homestate Companies		1,830.52	108,473.73
08/14/2019	EFT	Comcast		158.38	108,315.35
08/14/2019	EFT	City of Sacramento		4.38	108,310.97
08/14/2019	EFT	City of Sacramento		132.97	108,178.00
08/14/2019	EFT	City of Sacramento		48.01	108,129.99
08/14/2019	EFT	Napa Auto Parts		100.74	108,029.25
08/14/2019	EFT	Waste Management of Sacramento		473.53	107,555.72
08/15/2019		Funds Transfer	200,000.00		307,555.72
08/15/2019	40657	JCG Technologies		495.00	307,060.72
08/15/2019	40658	MBK Engineers		2,145.25	304,915.47
08/15/2019	40659	The Sacramento Bee		874.48	304,040.99
08/15/2019	40660	Yolo County Treasurer		2,592.20	301,448.79
08/15/2019	40653	Blankinship & Associates, Inc.		749.82	300,698.97
08/15/2019	40654	Contour Sierra Aebi, LLC		730.13	299,968.84
08/15/2019	40655	Day Carter & Murphy LLP		5,082.50	294,886.34
08/15/2019	40656	Hire Right Solutions, LLC		93.04	294,793.30
08/15/2019	EFT	PG&E		3,893.18	290,900.12
08/16/2019	EFT	Cal Pers		16,590.31	274,309.81
08/16/2019	EFT	Streamline		200.00	274,109.81
08/16/2019		8/15/19 payroll		27,995.53	246,114.28
08/16/2019		8/15/19 payroll		13,509.98	232,604.30
08/16/2019		8/15/19 payroll		84.75	232,519.55
08/21/2019	EFT	The Home Depot		48.10	232,471.45
08/21/2019		8/20/19 payroll for C. Smith		514.25	231,957.20
08/21/2019		8/20/19 payroll for C. Smith		62.25	231,894.95
08/21/2019		8/20/19 payroll for C. Smith, ck# 10047		1,406.23	230,488.72
08/23/2019	EFT	Alhambra & Sierra Springs		84.99	230,403.73
08/23/2019	EFT	City of Sacramento		166.27	230,237.46
08/23/2019	EFT	City of Sacramento		68.00	230,169.46
08/23/2019	EFT	Verizon		407.79	229,761.67
08/29/2019	40661	Big Valley Divers, Inc.		4,663.50	225,098.17
08/29/2019	40662	CA Central Valley Flood Control Assoc.		12,607.00	212,491.17
08/29/2019	40663	Del Paso Pipe & Steel		90.27	212,400.90
08/29/2019	40664	H.T. Harvey & Associates		1,699.94	210,700.96
08/29/2019	40665	Loewen Pump Maintenance		1,600.00	209,100.96

08/29/2019	40666	Montage Enterprises		292.38	208,808.58	
08/29/2019	40667	SCI Consulting Group		10,079.13	198,729.45	
08/29/2019	40668	SMUD		29,070.67	169,658.78	
08/29/2019		Bank of the West	Unknown bank deposit on 8/29/19 into Bank of the West operating	266.62	169,925.40	
08/30/2019	EFT	Cal Pers		1,050.00	168,875.40	
Total 1010.00 · Bank of the West Checking Acct				<u>221,701.64</u>	<u>246,386.23</u>	<u>168,875.40</u>
Total Cash and Investments				<u>221,701.64</u>	<u>246,386.23</u>	<u>168,875.40</u>
				<u>221,701.64</u>	<u>246,386.23</u>	<u>168,875.40</u>

Total receipts	21,701.64
Transfers from Money Market	200,000.00
Payroll disbursements	90,911.86
Accounts payable disbursements	155,474.37

TITLE: Budget to Actual Report

SUBJECT: Review and Accept Report for August 2019

EXECUTIVE SUMMARY:

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

Attachment 1 provides a fiscal year to date report for the month ending August 31, 2019. The report reveals the District is at 86.4% of our Mitigation Land Expenses; at 54% of the budget for Memberships; at 49.06% for Pension expense; and 93.33% for Temporary Administrative help. All costs are one-time expenses or annual expenses paid upfront at the beginning of the Fiscal Year. Generally, we expect to see limited or no activity from these line items for the remainder of the Fiscal Year.

BACKGROUND:

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

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

RECOMMENDATION:

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

FINANCIAL IMPACT:

None.

ATTACHMENTS:

1. Budget to Actual Report August 2019

STAFF RESPONSIBLE FOR REPORT:



Joleen Gutierrez, Administrative Services Manager

Date: 09/06/2019



Kevin L. King, General Manager

Date: 09/09/2019

**Reclamation District No. 1000
Budget to Actual Comparison
July 1, 2019 to August 31, 2019 (Two Month Ending of Fiscal 2020)**

	Year to Date July 1, 2019 to August 31, 2019	Budget	Percent of Budget
Operation & Maintenance Income			
Property Assessments	-	2,250,000	0.00%
Rents	-	20,000	0.00%
Interest Income	27	65,000	0.04%
SAFCA - O/M Assessment	-	1,400,000	0.00%
Misc Income	2,186	-	Not Budgeted
FMAP Grant	574,000	574,000	100.00%
Annuitant Trust Reimbursement	-	70,000	0.00%
Security Patrol Reimbursement	-	31,000	0.00%
Total	576,213	4,410,000	13.07%
Restricted Fund			
Metro Airpark Groundwater Pumping	-	22,000	0.00%
Total Combined Income	576,213	4,432,000	13.00%
Administration, Operations and Maintenance - Expenses			
Administration			
Government Fees/Permits	-	12,500	0.00%
Legal	4,086	97,000	4.21%
Liability/Auto Insurance	27,476	150,000	18.32%
Office Supplies	382	5,500	6.95%
Computer Costs	1,357	24,000	5.65%
Accounting/Audit	4,312	46,050	9.36%
Admin. Services	3,147	17,000	18.51%
Utilities (Phone/Water/Sewer)	2,672	23,700	11.27%
Mit. Land Expenses	2,592	3,000	86.40%
Administrative Consultants	10,079	130,000	7.75%
Assessment/Property Taxes (SAFCA - CAD)	-	8,000	0.00%
Admin - Misc./Other Expenses	1,121	8,250	13.59%
Memberships	21,872	40,500	54.00%
Office Maintenance & Repair	2,190	27,000	8.11%
Payroll Service	390	3,500	11.14%
Public Relations	1,631	45,000	3.62%
Small Office & Computer Equipment	-	12,000	0.00%
Election	2,997	55,000	5.45%
Conference/Travel/Professional Development	-	20,500	0.00%
Sub Total	86,304	728,500	11.85%
Personnel/Labor			
Wages	180,135	1,058,262	17.02%
Group Insurance	25,036	97,440	25.69%
Worker's Compensation Insurance	5,283	39,544	13.36%
OPEB - ARC	-	30,000	0.00%
Dental/Vision/Life	5,064	22,328	22.68%
Payroll Taxes	13,849	71,000	19.51%
Pension	87,448	178,264	49.06%
Continuing Education	-	5,000	0.00%
Trustee Fees	4,950	40,000	12.38%
Annuitant Health Care	19,839	70,000	28.34%
Sub Total	341,604	1,611,838	21.19%

Operations

Power	33,233	500,000	6.65%
Supplies/Materials	4,693	22,000	21.33%
Herbicide	1,966	105,000	1.87%
Fuel	7,896	55,000	14.36%
Field Services	1,317	100,000	1.32%
Field Operations Consultants	750	20,000	3.75%
Equipment Rental	198	5,000	3.96%
Refuse Collection	1,783	25,000	7.13%
Equipment Repair/Service	-	16,000	0.00%
Equipment Parts/Supplies	3,524	60,000	5.87%
Facility Repairs	7,309	366,000	2.00%
Shop Equipment (not vehicles)	37	3,000	1.23%
Field Equipment	-	10,100	0.00%
Misc/Other 2	-	500	0.00%
Utilities - Field	1,209	8,000	15.11%
Government Fees/Permits - Field	-	12,000	0.00%
FEMA Permits	-	4,000	0.00%

Sub Total	63,915	1,311,600	4.87%
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Equipment

Equipment	-	132,000	0.00%
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Sub Total	-	132,000	0.00%
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Consulting/Contracts/Memberships

Engineering/Technical Consultants	6,578	180,000	3.65%
Security Patrol	7,800	65,000	12.00%
Temporary Admin	14,000	15,000	93.33%

Sub Total	28,378	260,000	10.91%
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FMAP Expenditures

LOI/SWIF (Consultants)	1,603	20,000	8.02%
Equipment	-	305,100	0.00%
Operations & Maintenance (Field)	-	236,500	0.00%
Administrative	-	12,400	0.00%

Sub Total	1,603	574,000	0.28%
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Total A, O & M Expenses

521,804	4,617,938	11.30%
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Capital Expenses

Capital Office Upgrades	4,761	30,000	15.87%
Capital RE Acquisition	-	50,000	0.00%
Capital Office Facility Repair	-	30,000	0.00%
Document Management	-	-	Not Budgeted
Capital - District Server	2,033	10,000	20.33%
Capital Facilities	-	180,000	0.00%

Sub Total	6,794	300,000	2.26%
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Total All Expenditures

528,598	4,917,938	10.75%
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DATE: September 13, 2019

AGENDA ITEM NO. 5.5

TITLE: Insurance Renewal

SUBJECT: Review and Consider Authorizing General Manager to Execute Annual Insurance Renewal.

EXECUTIVE SUMMARY:

Reclamation District No. 1000 (RD 1000; District) is required to annually renew their property and liability insurance. The District previously selected Allied Community Services, LLC., for insurance services and it is recommended to renew with Allied for 2019/2020 coverage.

RECOMMENDATION:

Staff recommends the Board review and consider authorizing the General Manager to execute the District's annual insurance renewal for liability and property insurance services with Allied Community Insurance Services, LLC.

FINANCIAL IMPACT:

\$120,000

ATTACHMENTS:

None

STAFF RESPONSIBLE FOR REPORT:



Kevin L. King, General Manager

Date: 09/10/2019

TITLE: Committee Meeting Minutes

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

EXECUTIVE SUMMARY:

Legal Committee Meeting – August 22, 2019

A meeting of the Reclamation District 1000 Legal Committee was held on Thursday, August 22, 2019 at 8:00 a.m. at the District office. In attendance were Trustees Avdis, Harris and Barandas. Staff in attendance were General Manager King and District Counsel Day. No members of the public were present and therefore no public comments were made. Presented below are the Legal Committee Agenda topics followed by the minutes/discussion for each topic.

- 1.1 Legal Counsel Contract – No discussion. Will be placed on a future Legal Committee Meeting Agenda.
- 1.2 2019 Election
 - a. Establish Election Board – If there is an election in 2019, the District will need to have three (3) election officials to officiate the election. The Legal Committee suggested reaching out to the election officials from the last election to determine their availability. If any of the prior officials are unavailable, staff will find alternates and legal counsel will provide training. The Legal Committee agreed to compensate the election officials \$500 for their time, as consistent with prior elections.
 - b. Election Ballot (Wording) – General Manager King presented proposed changes to the District’s ballot. The proposed changes are intended to provide clarity on the ballot regarding of votes may be cast or split amongst candidates. The Legal Committee discussed the proposed changes and felt that if the District’s Counsel was in agreement with the changes, the wording of the ballot was an administrative function and did not require Board action.
 - c. No Political Activity during the Election Timeline – General Manager King discussed Government Code §3201 – 3209, which defines and restricts certain political activities of Public Employees. General Manager King informed the Legal Committee that the District would be adhering to these and other pertinent code sections, as well as educating staff on the codes.
 - d. SB 415 (Hueso) – Voter Participation – The Legal Committee discussed SB 415 (Hueso) – Voter Participation Act, which was approved in 2016, and the

subsequent changes to the Elections Code. The Legal Committee asked the General Manager to consult with the California Special District's Association and the California Central Valley Flood Control Association on impacts to Reclamation District elections and gather more information as to the impacts of the election code changes. No decisions were made on the topic and another Legal Committee meeting will be scheduled to discuss further.

With no further business on the Legal Committee Agenda, the meeting was adjourned at 9:15 a.m.

Executive Committee Meeting – September 4, 2019

A meeting of the Reclamation District 1000 Executive Committee was held on Wednesday, September 4, 2019 at 8:00 a.m. at the District office. In attendance were Trustees Barandas, Smith and Harris. Staff in attendance was General Manager King. No members of the public were present and therefore no public comments were made.

General Manager King presented the proposed agenda for the September 13, 2019 Board of Trustees meeting. The Executive Committee approved the September 13, 2019 Board Agenda and with no further business on the Executive Committee Agenda, the meeting was adjourned at 8:45 a.m.

STAFF RESPONSIBLE FOR REPORT:



Kevin L. King, General Manager

Date: 09/12/2019