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

**FRIDAY, JUNE 13, 2025**
**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 kking@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.*

## 4. INFORMATIONAL ITEMS

4.1. GENERAL MANAGER'S REPORT: Update on activities since the May 2025 Board Meeting.

4.2. OPERATIONS MANAGER'S REPORT: Update on activities since the May 2025 Board Meeting.

4.3. DISTRICT COUNSEL'S REPORT: Update on activities since the May 2025 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 – May 9, 2025 - Board Meeting.

5.2. TREASURER'S REPORT: Approve Treasurer's Report for May 2025.

5.3. EXPENDITURE REPORT: Review and Accept Report for May 2025.

5.4. BUDGET TO ACTUAL REPORT: Review and Accept Report for May 2025.

5.5. INVESTMENT REPORT: Review and Accept Report for May 2025.

## 6. SCHEDULED ITEMS

6.1. FISCAL YEAR 2025/2026 BUDGET & AB 2561 Reporting: Review and Consider Adoption of Resolution No. 2025-06-01: Adopting Fiscal Year 2025/2026 Budget

6.2. OFFICIAL PAY RATE SCHEDULE FOR FISCAL YEAR 2025/2026: Review and Consider Adoption of Resolution No. 2025-06-02: Adopting Official Pay Rate Schedule for Fiscal Year 2025/2026.

6.3. COMMITTEE ASSIGNMENTS: Review and Consider Approval of Board Committee Assignments for 2025.

6.4. SACRAMENTO LOCAL AGENCY FORMATION COMMISSION: Nominations for Special District Representation.

## 7. BOARD OF TRUSTEE'S COMMENTS/REPORTS/ACTIVITY

7.1. BOARD ACTIVITY:

Committee Meetings Since Last Board Meeting

- Executive Committee (Lee Reeder & Gilbert) June 4, 2025

Upcoming Meetings

- SAFCA Board Meeting – June 19, 2025 @ 3:00 pm
- RD 1000 Executive Committee Meeting – July 2, 2025 @ 9:00 am
- RD 1000 Board Meeting – July 11, 2025 @ 8:00 am

## 8. CLOSED SESSION

8.1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS: Pursuant to Government Code § 54956.8
Property: APN: 237-0011-016; Sacramento County, 4395 Northgate Boulevard, Sacramento, CA.
Agency Negotiator: Kevin King, Gabe Holleman, Joleen Gutierrez, & District Counsel

Negotiating Party: Gini Properties, L.P.
Under Negotiation: Price and Terms of Payment

8.2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Pursuant to Government Code § 54957(b)(1) Title: General Manager

8.3. CONFERENCE WITH LEGAL COUNSEL – Significant exposure to litigation pursuant to Gov. Code § 54956.9(d): One case.

**9. RECONVENE TO OPEN SESSION**

9.1. Report Out of Closed Session.

**10. ADJOURN**

# RECLAMATION DISTRICT 1000

**DATE**: **JUNE 13, 2025** **AGENDA ITEM NO. 4.1**

**TITLE:** **General Manager's Report – June 2025**

**SUBJECT:** **Update on Activities Since the May 2025 Board of Trustees Meeting**

**EXECUTIVE SUMMARY:**

This Staff Report is intended to report the noteworthy activities and events of the District. Noteworthy activities from May 2025 is provided below:

1. **Administration Services**
    a. Human Resources
        i. No Update.
    b. Fiscal Year 2025-2026 Budget
        i. Budget Timeline: The intent of the schedule provided below is to outline the steps and milestones necessary to have a final budget ready for the Trustees to consider for adoption at the June 2025 scheduled Board Meeting.
            - **Personnel Committee** (April 1, 2025) – Met and reviewed Staff's recommendation on Cost-of-Living Adjustments (COLA) and Salary Adjustments.
            - **Operations Committee** (April 10, 2025) – Met and reviewed Budget assumptions for Operations & Maintenance (O&M) and Capital Improvement Program (CIP).
            - **Finance Committee** (April 23, 2025) – Met and reviewed Draft Budget and Projected Cash Flow Analysis.
            - **RD 1000 Board Meeting** (May 9, 2025) - Presented Draft Budget to Trustees for review and comment.
            - **RD 1000 Board Meeting** (June 13, 2025) – Present Final Budget to Trustees for consideration of adoption. (See Agenda Item 6.1)

2. **District Operations**
    a. Routine Operations & Maintenance:
        i. District Crews continue to perform routine maintenance and operations of the District's infrastructure. See Agenda Item 4.2 for information regarding activities performed in May 2025.

b. Status Of District Pumping Plants

i. PUMPING PLANT #1A

- Fully Operational

ii. PUMPING PLANT #1B

- Currently under construction in conjunction with the USACE Reach A construction project.

iii. PUMPING PLANT #2

- Fully Operational

iv. PUMPING PLANT #3

- Fully operational

v. PUMPING PLANT #4

- Pump testing complete. Capacitor bank installation has commenced, which is necessary for PG&E to connect permanent power, expected completion is November 2025. Temporary power for the motor heaters has been complete.

vi. PUMPING PLANT #5

- Fully operational

vii. PUMPING PLANT #6

- Procurement of replacement materials has been initiated.

viii. PUMPING PLANT #8

- Pump #5 is non-operational due to shorted conductors from the motors to the MCC cabinets, repairs will be performed as time becomes available. Plant capacity is at 90%.

**3. Capital Improvement Projects**

a. CIP Update

i. KSN has resumed work on the final design for the Pumping Plant 8 facility.

**4. Development Project Updates**

a. MAP (Metro Air Park)

i. Reviewed drainage study and modeling reviewed by Mark Kubick. Identified I-5 culvert impacts for review of proposed WSEL raise north of I-5 (floodplain mapping incomplete). Downstream improvements mainly influenced by the new pump at Plant 3. Additionally, L Drain widening south of I-5

ii. Reviewed with Sac County on 6/14/24, comments provided to Wood Rodgers/MAP on 6/19/24.

iii. MAP was able to obtain concurrence from Caltrans on rise in levels adjacent to freeway along MAP site resulting from eliminating the proposed culvert expansion under freeway. County has requested that MAP complete responses to previous comments.

b. Upper West Side

i. A new SMUD plan has been submitted, the plan is to reroute facilities, utilizing existing lines to the east and north along the East Drainage Canal.

ii. Drainage Study comments final review completed with Wood Rodgers & County on 05/23/2024.

iii. Met with SMUD at locations along the East Drain related to pole placement.

iv. Wood Rodgers responded to RD1000 comments on Financing Plan on 9/24.

v. Received sewer pipe submittal on 4/9, which is under review but cannot finalize the review until CVFPB permit 19804 is rec'd. Last update was provided on 5/08/25 with outstanding USACE comments and responses. Coordinating with comments on pipe fabrication submittal.

c. Sutter Pointe

i. CVFPB permit application for the Sewer main crossing has been endorsed.

ii. Currently reviewing associated submittals.

iii. Phase 1 Infrastructure submittals ongoing.

iv. Provided comments on radio communications intercommunication at our Corp Yard SCADA server.

v. Met with Wood Rodgers to discuss PLC programming for the new pump station.

d. Grandpark

i. An Updated specific plan for Brookfield portion of GrandPark was received on 5/21/25, this is currently under review.

e. Greenbriar

i. Reviewing easements related to upcoming bridge crossing at Hwy 99.

f. Panhandle 105

i. Construction activities have resumed.

g. Panhandle 180

i. Construction activities have commenced.

h. Ninos Parkway Trail – B Drain

i. Construction has resumed.

i. MAP Schnitzer

i. Meeting scheduled to review M-7 drainage canal piping. Piping of drain was rejected by RD 1000. County wants to avoid ditch crossing, may require culvert extension.

ii. Coordinated with Count DWR as it relates to the water surface profiles.

j. Airport South Industrial

i. Meeting was held on 5/20 with Wood Rodgers, Sac City, Sac County and developer to discuss FEMA mapping.

k. Russel at Truxel Apartments (Fong Ranch Road)

i. Met with City/County of Sacramento on 5/20/25 to discuss path forward on FEMA floodplain submittals. City/County determined that the locals can approve grading/drainage within floodplain based upon satisfactory impact analysis. City requested assistance from RD1000 on drainage/grading reviews using basinwide model. County will defer to City.

5. **General Engineering Updates**

a. Basin-wide Hydraulic Model

i. MBK provided FEMA response om 2/22 indicating that the Sankey Gap overflow supporting data will be finalized in fall/winter 2025/26. CESI will reply to FEMA comments indicating why the current approach is conservative (pending final exterior H&H to be provided by others). Updates will come during final submittal. Hydraulic and mapping submittal being finalized, with input from City on treatment of interior levees under recertification.

**6. Natomas Levee Improvement Projects**

The Corps continues to work with the State and SAFCA on borrow for the project. The Corps is evaluating needs for each Reach and available sources to minimize delays and maximize efficiency.

The Corps completed their flood risk assessment for the remaining contracts in Reach E, F, G, Pump Plant 5, Highway 99 and Reach I contract 2.

a. Reach A

i. The Contract was awarded in September 2021 to Ahtna-Great Lakes (joint venture) for the base contract levee work. The second construction has commenced.

ii. The contractor has all 4 rigs working on 2000 feet of cutoff wall (out of 5,400 LF total remaining). Working platform downstream slowed by archeological investigations, but not yet delaying cutoff wall work at this time.

iii. PP#1B/1A construction is in progress, including valve vault replacement, discharge pump refurbishing, electrical upgrades and compaction grouting of the 1A outfall.

iv. SAFCA/State continue coordinating with the Corps on SMUD, AT&T and PGE relocations which are underway. The team is also working with the City of Sacramento on waterline and service connections along Garden Highway.

b. Reach D

i. Capacitor bank installation has commenced, expected completion is November 2025.

ii. The Corps is working on the package to turn the previously completed levee improvements in Reach D over to the non-federal sponsors (and RD 1000) though the District has effectively taken over the O&M of the levee.

c. Reach E

i. Construction has commenced.

d. Reach F

i. Final design documents completed by USACE.

ii. Critical issues include right of way acquisition (some which require relocations); relocation of existing WAPA tower (lead time for relocation more than a year); utility relocations and borrow source.

iii. Levee construction award is scheduled for 2026 with construction in 2026 and 2027. Ongoing coordination with easements, O&M features and Pumping Plant #6 work.

iv. Currently assisting utilities with CVFPB permitting. Utility permit applications are complete. PG&E/SMUD are scheduled to begin work this summer. AT&T and minor utilities are scheduled to follow.

e. Reach G

i. See notes above for Reach F as Reaches F and G are combined into a single design and construction contract.

f. Reach I, Contract 2

i. Design for the Reach I Contract 2 to construct a patrol / maintenance road and perform levee slope flattening has been completed. SAFCA is working on real estate acquisition and coordination with utilities for relocation. All tree removal has been completed. Letter of Acceptance sent to SAFCA. O&M manual was provided by the USACE.

ii. Advertisement pending fall 2025.

g. Hwy 99/NCC Cutoff Wall

i. Construction expected June-October 2025, however 90% of the geotechnical drilling is complete.

ii. Construction has resumed, with an anticipated completion date of November 2025.

h. Other Projects

i. Plant 5 replacement—The Corps has awarded the design contract to the Stantec/Kleinfelder team. The new pumping plant will be located approximately 400 feet east from the current location. The Corps is working with the State, SAFCA and RD 1000 to close out comments from the 100% plans. The current schedule is for construction in 2026.

ii. The 100% submittal was provided on January 23, 2025, the backcheck/review comments were sent to the Corps. Ongoing coordination with USACE to address RD 1000 comments on the earthwork and pump controls.

iii. West Drainage Canal Relocation – The West Drainage Canal will realign the westernmost portion of the canal and reshape approximately 11,000 LF of the existing channel. This will improve drainage in the area, stabilize bank slopes, which will reduce bank sloughing and improve water quality. The improvements will construct habitat to promote migration of the Giant Garter Snake. The realigned portion is an attempt to reduce bird strikes between incoming and outgoing aircraft from SMF. This project is currently at the 35% design phase, with an anticipated start date in 2028.

**7. Miscellaneous**

a. Sacramento Area Flood Control Agency (SAFCA)

i. Board Meeting – May 15, 2025

**ATTACHMENTS:**

1. SAFCA Board Meeting – May 15, 2025

**STAFF RESPONSIBLE FOR REPORT:**

_____ Date: 06/06/2025

Kevin L. King, General Manager

# Board of Directors Action Summary of

## May 15, 2025 - 3:00 PM

*Sacramento County Administration Building*
Board of Supervisors' Chambers - 700 H Street
Sacramento County, CA 95814

This Meeting of the Sacramento Area Flood Control District met in person at the Sacramento County Administration Building, referenced above.

Documents and materials related to Agenda Items are available on SAFCA's website at https://agendanet.saccounty.gov/SAFCA/Meetings/Search?dropid=7&mtids=130

**Directors Present:** **Avdis, Desmond, Holloway, Hume, Johns, Kaplan, Kennedy, Perez, Pluckebaum, Rodriguez, Serna, and Talamantes**

**Directors Absent:** **Stephens**

## ROLL CALL

## SEPARATE MATTERS

1. **Resolution of Appreciation No. 2025-050 -** Recognizing Colonel Chad W. Caldwell for His Contribution to Improving Flood Protection in the Sacramento Region on the Occasion of a Change of Command for the Sacramento District of the U.S. Army Corps of Engineers

Motion by Director Holloway and seconded by Director Rodriquez, approving Resolution No. 2025-050.

| | |
|---|---|
| AYES: | Avdis, Desmond, Holloway, Hume, Johns, Kaplan, Kennedy, Perez, Pluckebaum, Rodriguez, Serna, and Talamantes |
| NOES: | (None) |
| ABSTAIN: | (None) |
| RECUSE: | (None) |
| ABSENT: | Stephens |

**PUBLIC COMMENTS -** Joseph O'Connor and Nancy Kniskern,

**CLOSED SESSION -** Nothing to report on the following Closed Session items.

Government Code Section 54956.9 - Conference with Legal Counsel, Existing Litigation.
Sacramento Area Flood Control Agency v. Desmond E. Hutton, et,. seq., Superior Court of California, County of Sacramento, Case 34-2021-00302537

Government Code Section 54956.9 - Conference with Legal Counsel, Existing Litigation.
Odysseus Farms v. Sacramento Area Flood Control Agency, Superior Court of California, County of Sutter, Case CVCS25-0000947

## SEPARATE MATTERS

2. **Public Hearing Resolution No. 2025-051 -** Adopting the Recommended Fiscal Year 2025-26 Budget

Presentation by Jason Campbell. Chairman Kennedy opened the Public Hearing. No public comments were received. Chairman Kennedy closed the Public Hearing. Motion by Director Holloway and seconded by Director Rodriquez, approving Resolution No. 2025-051.

| | |
|---|---|
| AYES: | Avdis, Desmond, Holloway, Hume, Johns, Kaplan, Kennedy, Perez, Pluckebaum, Rodriguez, Serna, and Talamantes |
| NOES: | (None) |
| ABSTAIN: | (None) |
| RECUSE: | (None) |
| ABSENT: | Stephens |

## CONSENT MATTERS

Motion by Director Rodriguez and seconded by Director Kaplan approving Resolution Nos: 2025-052; 2025-053; 2025-054; 2025-055, 2025-056, 2025-057, 2025-058, 2025-059, 2025-060, 2025-061, 2025-062, 2025-063, 2025-064, 2025-065, 2025-066, 2025-067, 2025-068, 2025-069, 2025-070, 2025-071, and 2025-072 of Consent Matters.

| | |
|---|---|
| AYES: | Avdis, Desmond, Holloway, Hume, Johns, Kaplan, Kennedy, Perez, Pluckebaum, Rodriguez, Serna, and Talamantes |
| NOES: | (None) |
| ABSTAIN: | (None) |
| RECUSE: | (None) |
| ABSENT: | Stephens |

3. **Approving** the Action Summary for April 17, 2025

4. **Resolution No. 2025-052 -** Setting a Public Hearing for the Purpose of Approving SAFCA's Operations & Maintenance Assessment District No. 1 Fiscal Year 2025-26 Assessment Roll and Setting the Assessment Rate

5. **Resolutions -** Authorizing the Executive Director to Execute Contract Amendments for Right of Way Consulting Services to Support Execution of SAFCA's Programs and Projects

A. **Resolution No. 2025-053 -** Authorizes Amendment No. 7 to Contract No. 1355 with Bender Rosenthal, Inc.

B. **Resolution No. 2025-054 -** Authorizes Amendment No. 8 to Contract No. 1356 with Interwest Consulting Group, Inc.

C. **Resolution No. 2025-055 -** Authorizes Amendment No. 9 to Contract No. 1357 with Transystems Corporation dba Overland Pacific and Cutler, LLC

D. **Resolution No. 2025-056 -** Authorizes Amendment No. 5 to Contract No. 1358 with Paragon Partners Ltd.

E. **Resolution No. 2025-057 -** Authorizes Amendment No. 7 to Contract No. 1359 with Blaesi & Company

F. **Resolution No. 2025-058 -** Authorizes Amendment No. 7 to Contract No. 1360 with Pattison & Associates, Inc.

G. **Resolution No. 2025-059 -** Authorizes Amendment No. 7 to Contract No. 1361 with Larson Valuation LLC

**Resolution No. 2025-060 -** Authorizes Amendment No. 3 to Contract No. 1514 with CBRE, Inc..

6. **Resolution No. 2025-061 -** Authorizing the Executive Director to Execute Amendment No. 10 to Contract No. 1466 with Parsons Government Services Inc., for Project Scheduling Development and Analysis Support Services

7. **Resolution No. 2025-062 -** Authorizing the Executive Director to Execute a Consulting Services Contract with Mick Klasson, CFM for Grant Writing and Environmental Planning Services

8. **Resolution No. 2025-063 -** Authorizing the Executive Director to Execute a Contract with MBK Engineers for General Engineering Consulting Services

9. **Resolution No. 2025-064 -** Authorizing the Executive Director to Execute Amendment No. 8 to Contract No. 1407 with Grant A. Kreinberg for Project Management Services

10. Resolution No. 2025-065 - Authorizing the Executive Director to Execute Amendment No. 2 to Contract No. 1511 with the United States Fish And Wildlife Service

11. **Resolution No. 2025-066 -** Authorizing the Executive Director to Amend the Funding Agreement with the California Department of Water Resources for the Upper Elkhorn Regional Planning and Coordination Project

12. **Resolutions -** Authorizing the Executive Director to Amend Legal Services Contracts

A. **Resolution No. 2025-067 -** Downey Brand, LLP - Amendment No. 5 to Contract No. 1403

B. **Resolution No. 2025-068 -** Shute, Mihaly & Weinberger, LLP - Amendment No. 7 to Contract No. 1404

13. **Resolution No. 2025-069 -** Authorizing the Executive Director to Execute Amendment No. 5 to Contract No. 1500 with Kleinfelder, Inc. for Geotechnical Engineering Consulting Services

14. **Resolution No. 2025-070 -** Authorizing the Executive Director to Execute Amendment No. 4 to Contract No. 1506 with Wood Rodgers, Inc., for Professional Engineering Services Related to Design Levee Improvements Along the North Beach Lake Levee and Morrison Creek

15. **Resolution No. 2025-071 -** Declaring Portions of Sacramento County Assessor's Parcel Number 225-0090-079 and a Portion of Assessor's Parcel Number 225-0090-067 Exempt Surplus Land

16. **Resolution No. 2025-072 -** Authorizing the Executive Director to Execute Amendment No. 9 to Contract No. 1194 with Larkin Benefit Administrators dba Silver HR, for Human Resource Services

## EXECUTIVE DIRECTOR'S REPORT

17. **Information -** Executive Director's Report of May 15, 2025

## SEPARATE MATTERS

18. **Public Hearing Resolution of Necessity No. 2025-073 -** Continued from the April 17, 2025 Board of Director's Meetting - Regarding:

    Sacramento County APN: Portions of 226-0010-002
    Property at: 5625 East Levee Road, Sacramento, CA 95835
    Property Owner: Spyridon E. Avdis and Georgia Avdis as Trustees of the Avdis Family Trust Dated 09/21/06

    Authorizing an Eminent Domain Action to Condemn Certain Real Property Interests for the Reach G of the Natomas Levee Improvement Project - Fee Interest, a Permanent Access Easement, and a Temporary Construction Easement.

Motion by Director Rodriguez and seconded by Director Johns, approving Staff's recommendation to drop Resolution No. 2025-073 from the Agenda.

| | |
|---|---|
| AYES: | Desmond, Holloway, Hume, Johns, Kennedy, Perez, Rodriguez, Serna, and Talamantes |
| NOES: | (None) |
| ABSTAIN: | (None) |
| RECUSE: | Avdis, Kaplan, and Pluckebaum |
| ABSENT: | Stephens |

19. **Public Hearing Resolution of Necessity No. 2025-074 -** Continued from the April 17, 2025 Board of Director's Meetting - Regarding:

    Sacramento County APN: Portions of 226-0010-003

Property at: 5311 East Levee Road, Sacramento, CA 95835
Property Owner: Nick Avdis

Authorizing an Eminent Domain Action to Condemn Certain Real Property Interests for the Reach G Component of the Natomas Levee Improvement Project - Fee Interest, a Permanent Access Easement and a Temporary Construction Easement

Motion by Director Rodriguez and seconded by Director Johns, approving Staff's recommendation to drop Resolution No. 2025-074 from the Agenda.

| | |
|---|---|
| AYES: | Desmond, Holloway, Hume, Johns, Kennedy, Perez, Rodriguez, Serna, and Talamantes |
| NOES: | (None) |
| ABSTAIN: | (None) |
| RECUSE: | Avdis, Kaplan, and Pluckebaum |
| ABSENT: | Stephens |

**20.** **Resolution of Appreciation No. 2025-075 -** Recognizing Richard M. Johnson for His Service to the Sacramento Area Flood Control Agency Upon the Occasion of His Retirement

Motion by Director Kennedy and seconded by Director Serna, approving Resolution No. 2025-075.

| | |
|---|---|
| AYES: | Avdis, Desmond, Holloway, Hume, Johns, Kaplan, Kennedy, Perez, Pluckebaum, Rodriguez, Serna, and Talamantes |
| NOES: | (None) |
| ABSTAIN: | (None) |
| RECUSE: | (None) |
| ABSENT: | Stephens |

## CORRESPONDENCE

**21.** Correspondence Received

## ADJOURN

Respectfully submitted,
Lyndee Russell
Clerk of the Board

# RECLAMATION DISTRICT 1000

**DATE**: **JUNE 13, 2025** **AGENDA ITEM NO. 4.2**

**TITLE:** **Operations Manager's Report – June 2025**

**SUBJECT:** **Update on Activities Since the May 2025 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 May 2025. 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, as well as homeless encampment removals along the East Drainage Canal at N. Bend and Arena Blvd.

The Operations Manager's report was created to provide monthly updates to the Board of Trustees on field-related activities within the District boundaries, as well as provide 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 Manager's Report Data Sheet

**STAFF RESPONSIBLE FOR REPORT:**

_____ Date: 06/06/2025
Gabriel J. Holleman, Operations Manager

_____ Date: 06/06/2025
Kevin L. King, General Manager

# Operations Manager's Report
# June 2025

**Rain Fall Totals:**

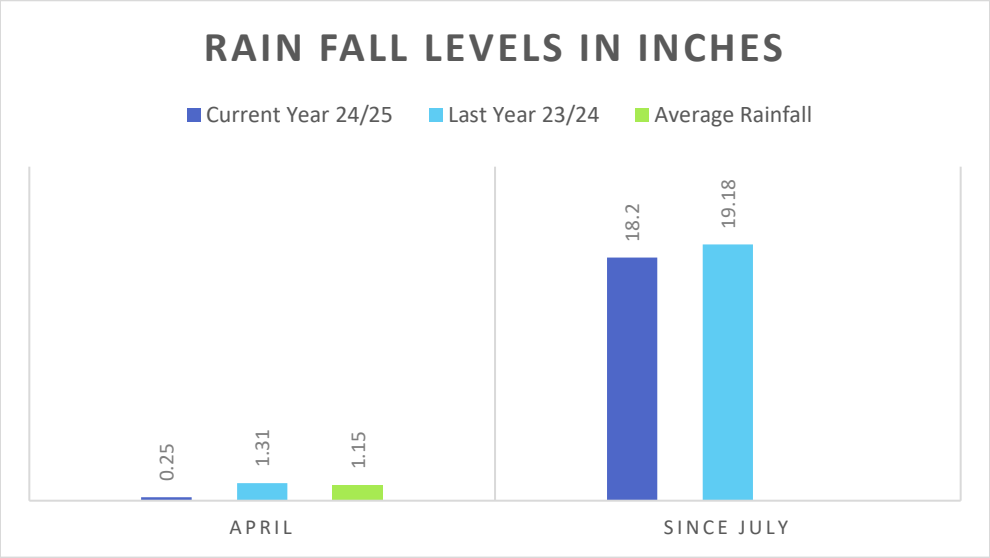
May 2025

Rain Totals = 0"

May Average = .68"

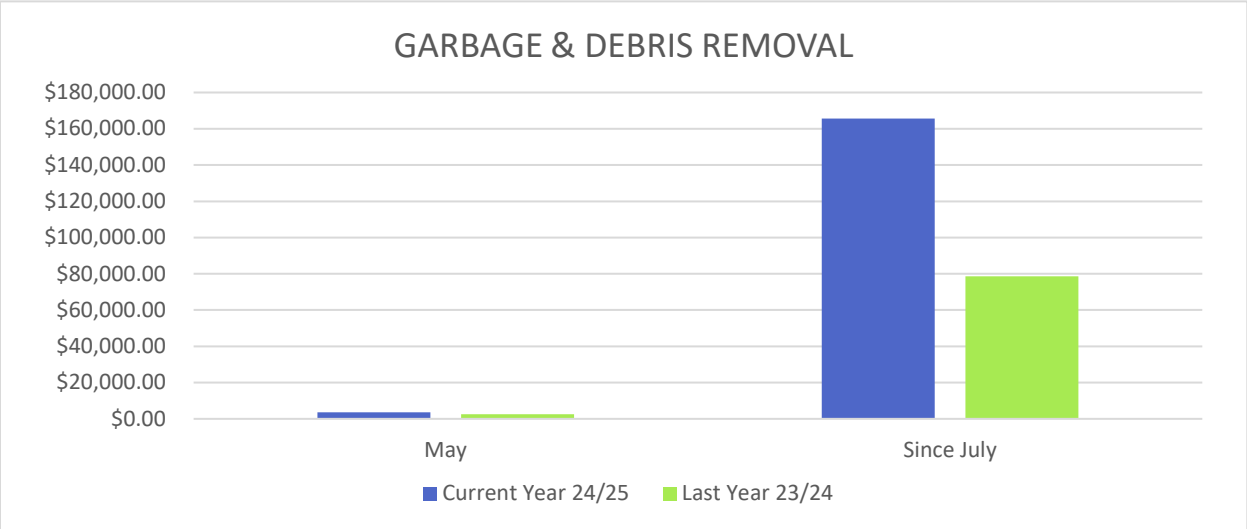
Rain Totals Since

July 1, 2024= 18.2"




**Garbage & Debris Activity** – During the month of May, the District spent a total of 32 crew hours on garbage removal activities with at total cost to the District of $3,517.36. This total includes labor and equipment costs.

**Garbage & Debris Activity** – **Year to Date** This fiscal year to date the District spent a total of 1081 crew hours on garbage removal activities with at total cost to the District of $165,648.13. This total includes labor and equipment costs



The chart below represents various activities the field crew spent their time working on during the month of April 2025

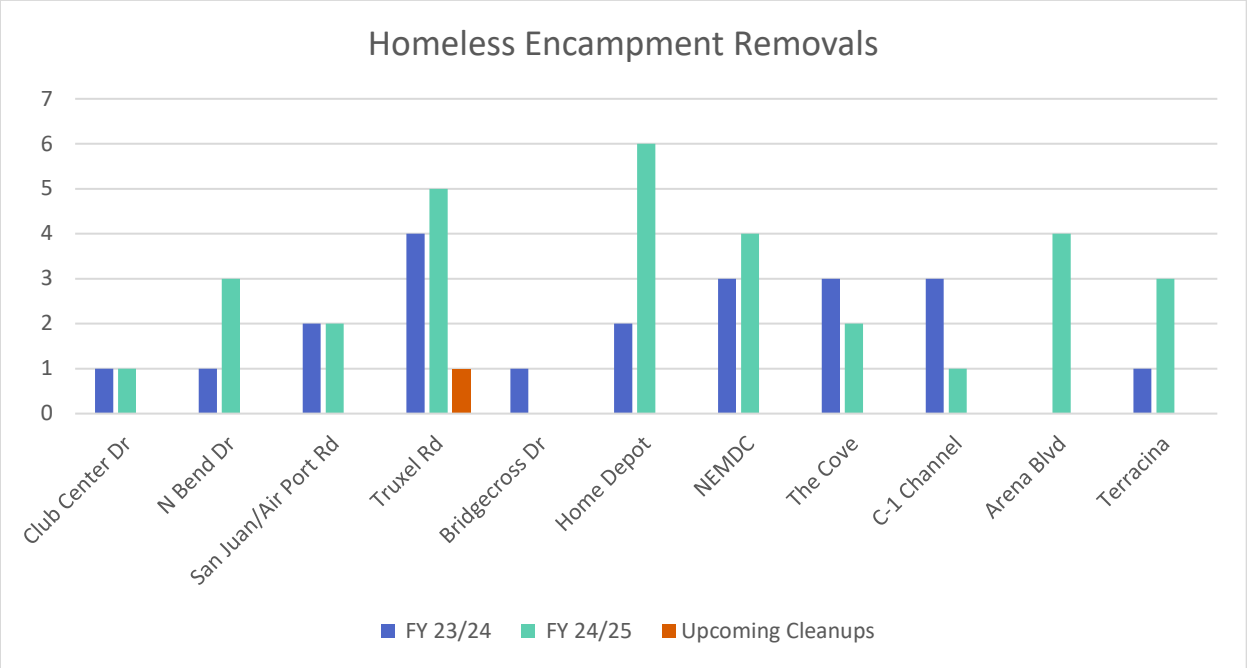
| RD 1000 Field Crew | *Field Hours Worked | Activity |
|---|---|---|
| | 788 | Mowing |
| 88 | Equipment Maintenance/Repair | |
| 32 | Garbage/Debris Removal | |
| 32 | Levee Maintenance | |

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

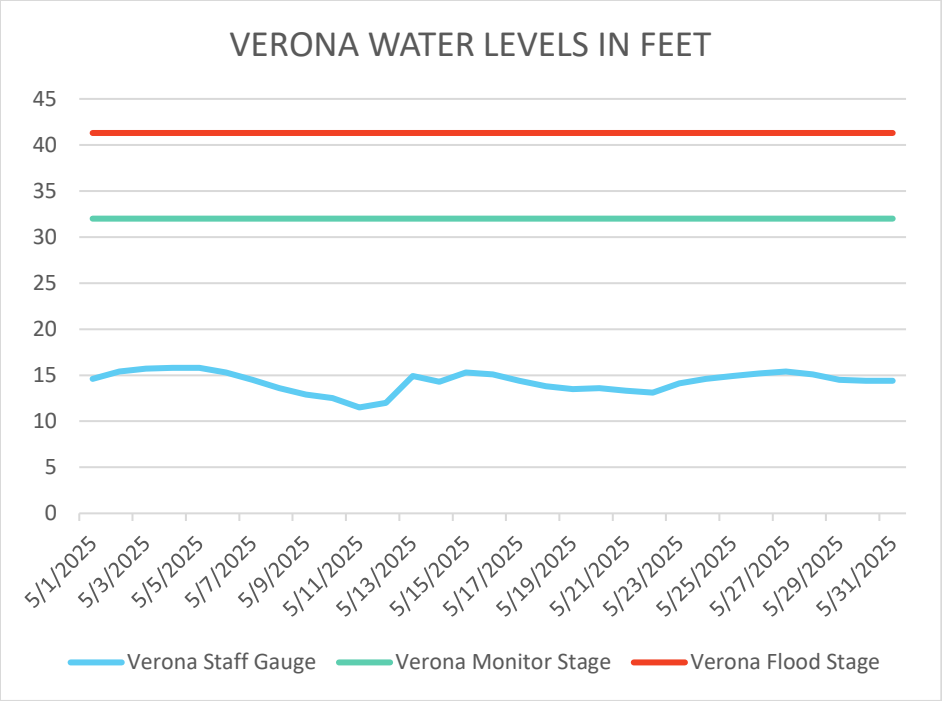
**Pumping**
There were no pumping operations conducted in the month of May.

**Safety Topics for the Month of May**
Working Safely With Chainsaws
Working Safely With Hand-held Jig-saws
Working Safely With Chop Saws & Miter Saws
Portable Fire Extinguishers – Proper Selection

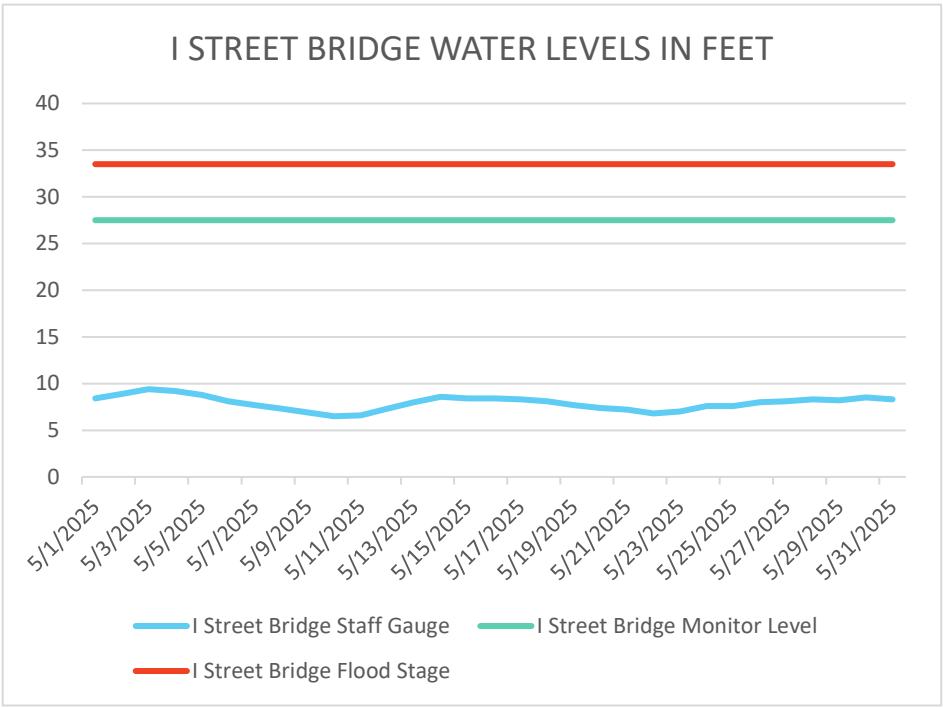
**Homeless Encampment Removal Report** During the month of May, District staff cleared homeless encampments along the East Drainage Canal at N. Bend Drive and Arena Blvd.



**Verona River Levels:**
H: 15.8’
L: 11.5’
Monitor Level: 32’
Flood Stage: 41.3’

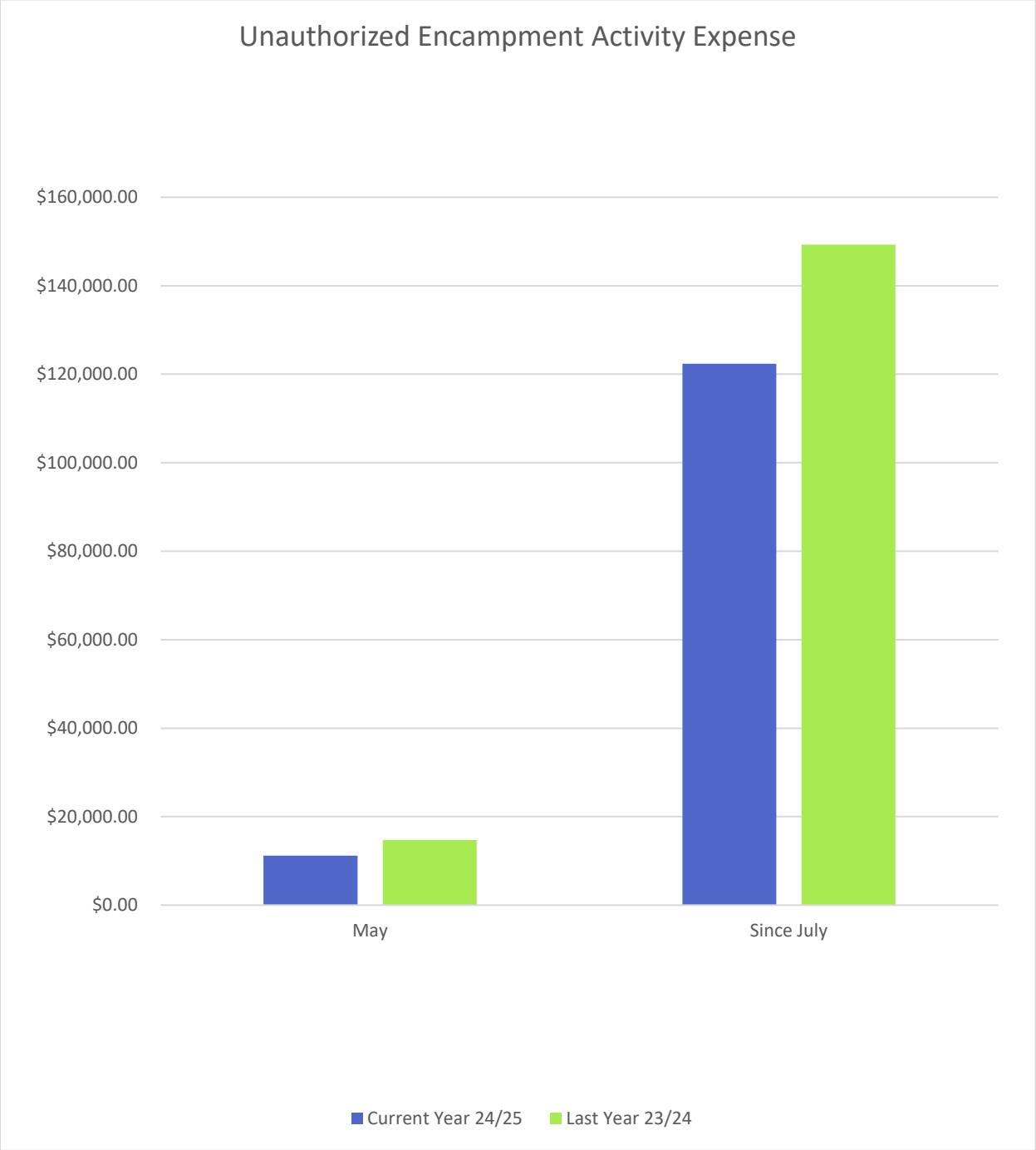



**I Street River Levels:**
H: 9.4’
L: 6.5’
Monitor Level: 27.5’
Flood Stage: 33.5’

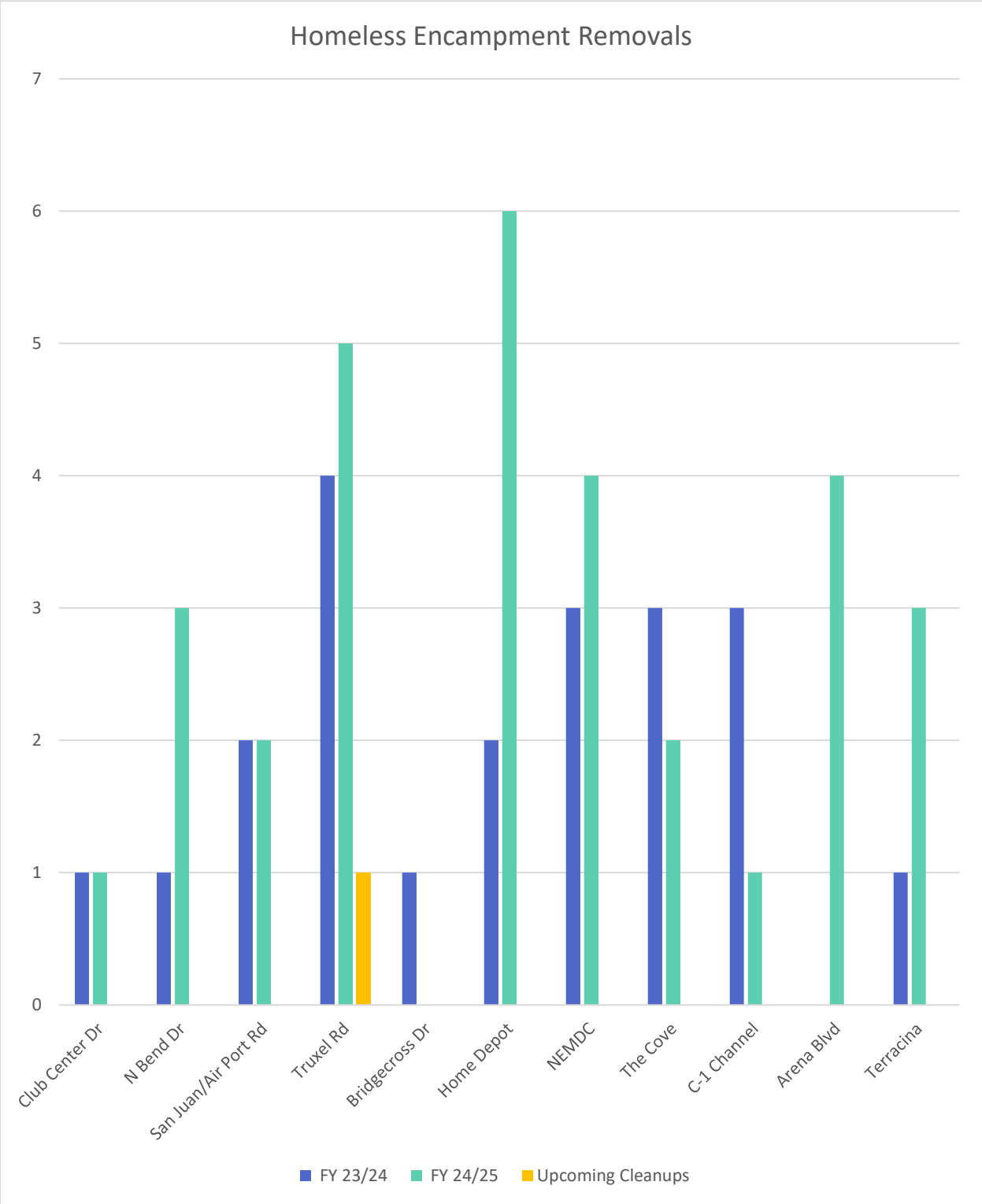


**Unauthorized Encampment Activity** During the month of May, the District spent a total of 65 hours on unauthorized encampment related activities, with a total cost to the District of $11,159.32. This total includes labor and quipment costs.

**Unauthorized Encampment Activity – Year to Date** This fiscal year to date the District has spent a total of 971 crew hours on unauthorized encampment activity for a total cost to the district of $122,374.96. This total includes labor and equipment costs.



**Homeless Encampment Removal Report** During the month of May, District staff conducted homeless encampment removals along the East Drainage Canal at N. Bend and Arena Blvd. Planned cleanups for the mont of June include the bridge crossing at Truxel Road.



| Maintenance Work Schedule | | 1-May Through 31-May | | |
|---|---|---|---|---|
| **Crew 1** | **1-May** | **8-May** | **15-May** | **22-May** |
| Beto Gutierrez | | | | |
| Truck # 57 | * Mowing activities in Zone F, I and the Lone Tree Canal | * Mowing activities along the Cross Canal, from Garden Hwy to Howsley Rd. | * Mowing activities along the Cross Canal, from Garden Hwy to Howsley Rd.<br>* Homeless encampment removals at N. Bend and Arena Blvd. | * Mowing activities along E levee from Sankey to Elkhorn<br>* Mowing activities along the NEMDC from Elkhorn to Arden Garden |
| **Crew 2** | **1-May** | **8-May** | **15-May** | **22-May** |
| Jose Ramirez | | | | |
| Truck # 56 | * Mowing activities in Zone D, F, I and the Lone Tree Canal | * Mowing activities along the Cross Canal, from Garden Hwy to Howsley Rd. | * Mowing activities along the Cross Canal, from Garden Hwy to Howsley Rd.<br>* Homeless encampment removals at N. Bend and Arena Blvd. | * Mowing activities along E levee from Sankey to Elkhorn<br>* Utilized water truck for fire suppression. |
| **Crew 3** | **1-May** | **8-May** | **15-May** | **22-May** |
| Taylor Tikalsky | | | | |
| Truck # 55 | * Mowing activities in Zone F and the Lone Tree Canal | * Mowing activities along the Cross Canal, from Garden Hwy to Howsley Rd. | * Mowing activities along the Cross Canal, from Garden Hwy to Howsley Rd.<br>* Homeless encampment removals at N. Bend and Arena Blvd. | * Mowing activities along E levee from Sankey to Elkhorn<br>* Garbage/debris removal along E Levee<br>* Mowing activities along the NEMDC from Elkhorn to Arden Garden |
| **Crew 4** | **1-May** | **8-May** | **15-May** | **22-May** |
| Bryan Hall | | | | |
| Truck # 69 | * Unit # 36 - Clean boat and water tested<br>* Unit # 17 - Diagnosed & Repaired hydraulic system<br>* Unit #52 - HVAC system repairs and P.M.<br>* Replaced fuel station fuel hoses<br>* Unit #57 - P.M.<br>* Unit # 61 - Diagnosed & Repaired hydraulic system<br>* Unit #58 - P.M. | * Waste Oil Recovery system repairs<br>* Unit # 60 - Picked up truck from dealership<br>* Unit #2 - Dropped off truck at dealership<br>* Cleaned and organized auto shop<br>* Unit #17 - Replaced hood louver<br>* Unit # 60 - P.M.<br>* Unit #55 - Replaced all 4 tires<br>* Unit #59 - Replaced all 4 tires and P.M. | * Tire machine repairs<br>* Unit # 53 - Engine temp diagnosis<br>* Unit #45 - HVAC Repairs<br>* Cleaned and organized auto shop<br>* Unit #17 - Replaced hood louver<br>* Unit # 2 - Picked up from dealer and prepped for auction<br>* Unit #73 - Diagnosed SES Light | * Set up new A/C machine<br>* Unit # 22 - HVAC system diagnosis and P.M.<br>* Unit #53 - Axle and spindle repairs<br>* Unit #52 - Mower head hydraulic repairs<br>* Unit #37 - Hauled to Contour Sierra<br>* Unit # 62 - PTO and driveshaft repairs<br>* Unit #73 - Diagnosed SES Light |
| **Crew 5** | **1-May** | **8-May** | **15-May** | **22-May** |
| Ray Lewis | | | | |
| Truck: #58 | * Mowing activities in Zone F, I and the Lone Tree Canal | * Mowing activities along the Cross Canal, from Garden Hwy to Howsley Rd. | * Mowing activities along the Cross Canal, from Garden Hwy to Howsley Rd.<br>* Homeless encampment removals at N. Bend and Arena Blvd. | * Mowing activities along E levee from Sankey to Elkhorn<br>* Mowing activities along the NEMDC from Elkhorn to Arden Garden |
| **Crew 6** | **1-May** | **8-May** | **15-May** | **22-May** |
| Oscar Mendoza | | | | |
| Truck #60 | * Mowing activities in Zone F, I and the Lone Tree Canal | * Mowing activities along the Cross Canal, from Garden Hwy to Howsley Rd. | * Mowing activities along the Cross Canal, from Garden Hwy to Howsley Rd.<br>* Homeless encampment removals at N. Bend and Arena Blvd. | * Mowing activities along E levee from Sankey to Elkhorn<br>* Garbage/debris removal along E Levee<br>* Mowing activities along the NEMDC from Elkhorn to Arden Garden |
| **Crew 6** | **1-May** | **8-May** | **15-May** | **22-May** |
| Mark Jenkins | | | | |
| Truck #60 | * Mowing activities in Zone F, I and the Lone Tree Canal | * Mowing activities along the Cross Canal, from Garden Hwy to Howsley Rd. | * Mowing activities along the Cross Canal, from Garden Hwy to Howsley Rd.<br>* Homeless encampment removals at N. Bend and Arena Blvd. | * Mowing activities along E levee from Sankey to Elkhorn<br>* Mowing activities along the NEMDC from Elkhorn to Arden Garden |

# RECLAMATION DISTRICT NO. 1000

**DATE**: **JUNE 13, 2025** **AGENDA ITEM NO. 4.3**

**TITLE:** **District Counsel's Report – June 2025**

**SUBJECT:** **Update on Activities Since the May 2025 Board of Trustees Meeting**

**EXECUTIVE SUMMARY:**

Reclamation District No. 1000 (RD 1000; District) General Counsel, Rebecca Smith and/or Scott Shapiro to provide verbal report of work performed during the month of May 2025.

**ATTACHMENTS:**

None

**STAFF RESPONSIBLE FOR REPORT:**

Kevin L. King, General Manager

Date: 06/02/2025

# RECLAMATION DISTRICT NO. 1000

**DATE**: **JUNE 13, 2025** **AGENDA ITEM NO. 5.1**

**TITLE:** **Approval of Minutes**

**SUBJECT:** **Approval of Minutes from May 9, 2025 Regular Board Meeting**

**EXECUTIVE SUMMARY:**

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

- May 9, 2025 Regular Board Meeting (Attachment No. 1)

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

**RECOMMENDATION:**

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

- May 9, 2025 Regular Board Meeting (Attachment No. 1)

**ATTACHMENTS:**

1. May 9, 2025 Regular Board Meeting

**STAFF RESPONSIBLE FOR REPORT:**

_____ Date: 06/01/2025
Joleen Gutierrez, Administrative Service Manager

_____ Date: 06/01/2025
Kevin L. King, General Manager

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

**FRIDAY, MAY 9, 2025**
**MEETING MINUTES**

Members of the Board of Trustees participated in this meeting in person. Board President Elena Lee Reeder, Board Vice President Thomas Gilbert, Trustee Nick Avdis, Trustee Jag Bains, Trustee Eva Hill, and Trustee Tom Smith were present. Trustee Ed Perez was unable to attend the meeting. General Manager Kevin King, General Counsel Scott Shapiro, Operations Manager Gabriel Holleman, and Administrative Services Manager Joleen Gutierrez were also in attendance.

## 1. PRELIMINARY

1.1. Call Meeting to Order
Board President Elena Lee Reeder called the meeting to order.

1.2. Roll Call
Board Secretary Joleen Gutierrez called the roll.
PRESENT: Trustees Lee Reeder, Gilbert, Avdis, Bains, Hill, Smith
ABSENT: Trustee Perez

1.3. Approval of Agenda
General Manager King requested the removal of Item 5.6, as this item is not updated on an annual basis.
Moved/Second: Trustee Smith, Trustee Hill
AYES: Trustees Lee Reeder, Gilbert, Avdis, Bains, Hill, Smith
NOES: None
ABSENT: Trustee Perez
Motion: The motion to approve the Agenda with the removal of Item 5.6 is approved.

1.4. Pledge of Allegiance
Trustee Gilbert led all in the Pledge of Allegiance.

1.5. Conflicts of Interest
There were no conflicts of interest identified by the Trustees.

## 2. PRESENTATIONS

There were no presentations scheduled.

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

*Any individual wishing to speak on a matter not scheduled on this agenda may do so during the Public Comments section. Speaker time is limited to three (3) minutes per person for any matter within RD 1000's jurisdiction that is not on the agenda.*

There were no public comments made or received before the Board meeting.

## 4. INFORMATIONAL ITEMS

4.1. GENERAL MANAGER'S REPORT: Update on activities since the April 2025 Board Meeting.

General Manager Kevin King, in addition to his GM Report, included in the May 9 Board packet, discussed a recent uptick in requests for service (specifically mowing) and responses. He also noted a recent encampment fire to which the fire department responded.

GM King has also spent time on Budget preparations for FY 25-26, real estate negotiations for a warehouse on Northgare Blvd. (a closed session item), and development-related work.

4.2. OPERATIONS MANAGER'S REPORT: Update on activities since the April 2025 Board Meeting.

Operations Manager Holleman discussed his work with the Sutter Point development and the mowing schedule for the operations crew. A copy of the Operations Manager's Report has been included in the May 9, 2025 Board packet.

4.3. DISTRICT COUNSEL'S REPORT: Update on activities since the April 2025 Board Meeting.

General Counsel Scott Shapiro reported a light month for the general counsel's work and mentioned that district management has been closely working with Counsel Scott McElhern on the closed session item.

## 5. CONSENT CALENDAR

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

*At the request of GM King, Item 5.6 was removed from the agenda, as it is not an annual item.*

MOTION/SECOND: Trustee Avdis/Trustee Lee Reeder
AYES: Trustees Lee Reeder, Gilbert, Avdis, Bains, Hill, Smith
NOES: None
ABSENT: Trustee Perez
MOTION: The motion to approve items 5.1 through 5.5 and 5.7 is approved.

5.1. APPROVAL OF MINUTES: Approval of Minutes – April 11, 2025 - Board Meeting.

5.2. TREASURER'S REPORT: Approve Treasurer's Report for April 2025.

5.3. EXPENDITURE REPORT: Review and Accept Report for April 2025.

5.4. BUDGET TO ACTUAL REPORT: Review and Accept Report for April 2025.

5.5. INVESTMENT REPORT: Review and Accept Report for April 2025.

5.6. ~~AUTHORIZATION TO INVEST IN SACRAMENTO CITY POOL A: Review and Consider Adoption of Resolution No. 2025-05-01: Authorizing the Investment of Reclamation District No. 1000 Monies in the City of Sacramento Investment Pool A.~~

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

## 6. SCHEDULED ITEMS

6.1. FISCAL YEAR 2025/2026 DRAFT BUDGET: Review and Discuss Draft Budget for Fiscal Year 2025/2026.

GM King stated that Board Committees, Personnel, Operations, and Finance have met to review and discuss the proposed FY 25-26 Budget. GM King will prepare a budget narrative along with a draft Budget, which is set for approval in June. GM King highlighted the following:

On the revenue side, the Special Assessment and Stormwater Fee will increase by 2%. The SAFCA CCAD II is subject to an annual billing rate of 1.5%. GM King will check with SAFCA to see if they have added an escalator above 1.5%. If so, we would also bill SAFCA for the increased amount, as stipulated in the agreement.

The FMAP Grant is set to zero in the proposed budget. The DWR grant will not be available for the upcoming year, so we are not carrying it forward.

There is a miscellaneous item for $4 million on the capital expenditure side, intended to purchase generators for Pumping Plant #2, with $3 million potentially reimbursable through a Community Project Fund via Congressman Bera's office. A grant application has already been submitted, and the appropriation application requires us to demonstrate that we have the budgeted amount. Likely, the $4 million will not be spent in the next fiscal year, as ordering generators will take at least a year.

Administration will decrease to $932K. We are increasing legal expenses to address any unexpected legal issues and costs associated with the 2026 Board election. Another reduction relates to administrative consultants, particularly our Total Compensation Consultant, who has nearly completed a comprehensive review of wages and benefits.

In personnel and labor, the Personnel Committee recommended a 3% Cost of Living Adjustment (COLA) in addition to merit increases for eligible employees. Pension expenses have risen due to CalPERS' performance. GM King suggests paying off the unfunded pension liability for Tier 1 and PEPRA to save on interest in the long run.

The Operations budget has experienced a significant overall decrease due to the FEMA grant we did not receive, as the interior canals were ineligible for levee repair funding. However, refuse collection has increased to $200,000 to outsource trash pickups on a time-and-materials basis through Forensiclean. This support allows our operations crew to focus more on maintenance and mowing throughout the district. GM King indicates that he does not anticipate equipment purchases next year.

Trustee Lee Reeder inquired about any updates on the CSDA-sponsored bill regarding new electric vehicle trucks. There were no updates reported.

In the Engineering and Technical Consultants category, GM King noted that additional assistance from Mead and Hunt is required on specific projects, including the Development Impact Fee study, to evaluate the impact of changes on the CIP Plan, reprioritization, and development effects. The Operations Manager also mentioned that the district plans to install more EV chargers and add a new transformer at the corp yard; therefore, KSN will create a design for this plan.

GM King stated that temporary administrative support will continue; he has budgeted for it until a new position is created and filled. A position study is currently in progress and is expected to be completed soon.

Capital Budget: $4.8 million is allocated for capital facilities. Of this amount, $4 million will be offset by $3 million from the Community Project Fund. If we do not receive approval, the funds will remain unspent, and there will be no revenue. However, the district is still required to anticipate and report the amount budgeted. The remaining $800,000 is earmarked for engineering expenses to finalize the design of Pumping Plant 8.

GM King mentioned that the capital real estate acquisition is budgeted; however, the amount displayed does not reflect the actual figure in the purchase and sales agreement. This matter will be discussed further in a closed session. He is keeping the total cash value on hand in case things fall through, and financing will also be addressed in the closed session.

Trustee Tom Smith asked if we had a balanced budget. GM King responded no. Trustee Gilbert noted that there are numerous assumptions in the budget. GM King mentioned that we are aware we will incur capital expenditures as necessary, which will come out of pocket.

Trustee Avdis expressed his support for contracting out rather than backfilling positions whenever possible to reduce pension liabilities. He informed us that the city and county might have funds available for us to access for refuse collection. GM King agreed to look into this, as we were working with a $500,000 budget for security and trash removal throughout the district. Regarding the CIP and DIF updates, he continues to advocate for early stakeholder outreach.

Trustee Smith threw his support behind Trustee Avdis's point to get funds back from the city and county for the illegal dumping cleanup.

GM King credited ASM Gutierrez for leading the effort to solicit proposals from banking institutions last year, along with the Board, for its support in revising our finance and investment policies. As a result, we now have more capital in our accounts. The strong return on investment has been fantastic, and we expect this trend to continue as we actively manage funds across accounts in the future.

## 7. BOARD OF TRUSTEE'S COMMENTS/REPORTS/ACTIVITY

7.1. BOARD ACTIVITY:

Committee Meetings Since Last Board Meeting

- Operations Committee (Bains, Perez & Smith) April 10, 2025
- Finance Committee (Gilbert, Avdis & Hill) April 23, 2025
- Executive Committee (Lee Reeder & Gilbert) April 30, 2025

Upcoming Meetings

- SAFCA Board Meeting – May 15, 2025 @ 3:00 pm
- RD 1000 Executive Committee Meeting – June 4, 2025 @ 9:00 am
- RD 1000 Board Meeting – June 13, 2025 @ 8:00 am

## 8. CLOSED SESSION

CONFERENCE WITH REAL PROPERTY NEGOTIATORS: Pursuant to Government Code § 54956.8 Property: APN: 237-0011-016; Sacramento County, 4395 Northgate Boulevard, Sacramento, CA. Agency Negotiator: Kevin King, Gabe Holleman, Joleen Gutierrez, & District Counsel
Negotiating Party: Gini Properties, L.P.
Under Negotiation: Price and Terms of Payment

## 9. RECONVENE TO OPEN SESSION

9.1. Report on Closed Session.

General Scott Shapiro reported that there is no report on the Closed Session. The Board gave direction to staff.

## 10. ADJOURN

Trustee Lee Reeder adjourned the meeting.

# RECLAMATION DISTRICT NO. 1000

**DATE**: **JUNE 13, 2025** **AGENDA ITEM NO. 5.2**

**TITLE:** **Treasurer's Report**

**SUBJECT:** **Approve Treasurer's Report for May 2025**

**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 May 2025.

The District maintains funds in the California State Controller Local Agency Investment Fund (LAIF), the Sacramento County Treasurer, and River City Bank. In the fiscal year 2024-2025, the District will primarily rely on levied property assessments and the newly approved Stormwater Fee for its income. Sacramento and Sutter County property tax bills collect these 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 the Board approve the May 2025 Treasurer's Report.

**ATTACHMENTS:**

1. Treasurer's Report May 2025

**STAFF RESPONSIBLE FOR REPORT:**

_____ Date: 06/01/2025
Joleen Gutierrez, Administrative Services Manager

_____ Date: 06/01/2025
Kevin L. King, General Manager

**Reclamation District 1000**
**Treasurer's Report**
**May 2025**

**Treasurer's Report for May 2025**

| **May 2025** | | **Ending Balance @ 5/31/25** |
|---|---|---|
| **Total Funds at 5/31/25** | | **8,436,212.67** |
| | | |
| River City Operating* | Included in O&M cash flow below | 201,049.40 |
| River City Money Market | Included in O&M cash flow below | 2,342,806.91 |
| River City Grants | Included in O&M cash flow below | 887,546.37 |
| Sacramento County Treasurer | | 1,352,749.81 |
| Sacramento County Treasurer - Stormwater Fund | | 1,515,196.90 |
| State Treasurer - Local Agency Investment Fund | | 1,293,040.04 |
| California Class | | 541,001.89 |
| City of Sacramento - Pool A | | 302,821.35 |

| **May 2025 - Operations and Maintenance Cash Flow** | **River City Operating** | **River City Money Market** | **River City Grants** | **Combined O&M** |
|---|---|---|---|---|
| **Beginning Balance at 5/1/25** | 222,354.69 | 2,632,712.65 | 484,836.70 | 3,339,904.04 |
| | | | | |
| Net transfers between RCB operating and money market account | 298,259.58 | (298,259.58) | - | - |
| Monthly interest | - | 8,353.84 | 2,943.89 | 11,297.73 |
| Accounts Payable* | (209,828.72) | - | - | (209,828.72) |
| Payroll | (109,736.15) | - | - | (109,736.15) |
| Current months receipts | - | - | 399,765.78 | 399,765.78 |
| | | | | |
| **Ending Balance at 5/31/25** | **201,049.40** | **2,342,806.91** | **887,546.37** | **3,431,402.68** |

*See Attached Check Register

# RECLAMATION DISTRICT NO. 1000

**DATE: JUNE 13, 2025** **AGENDA ITEM NO. 5.3**

**TITLE:** **Expenditure Report**

**SUBJECT:** **Review and Accept Reports for May 2025**

**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 May 2025.

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) lists several items: $16,117 to Allied Universal for security services; $33,272 (cumulative payments) to Downey Brand for legal services; $9,843 to Larsen Wurzel for work on Development Impact Fee Updates; and $9615 to Miles Treaster & Associates for Corp Yard office updates.

**RECOMMENDATION:**

Staff recommends that the Board review and accept the Expenditure Reports for May 2025.

**ATTACHMENTS:**

1. May 2025 Expenditure Report

**STAFF RESPONSIBLE FOR REPORT:**

_____ Date: 06/01/2025
Joleen Gutierrez, Administrative Services Manager

_____ Date: 06/01/2025
Kevin L. King, General Manager

# Reclamation District 1000
## Transaction Report
### May 2025

| | Date | Num | Name | Memo/Description | Amount | Balance |
|---|---|---|---|---|---|---|
| **Cash and Investments** | | | | | | |
| **River City Operating** | | | | | | |
| | Beginning Balance | | | | | 222,354.69 |
| | 05/01/2025 | 53187 | Allied Universal | | -16,177.47 | 206,177.22 |
| | 05/01/2025 | 53198 | Venture OfficeNow | | -3,530.00 | 202,647.22 |
| | 05/01/2025 | 53195 | Terra Realty Advisors, Inc. | | -2,082.83 | 200,564.39 |
| | 05/01/2025 | 53191 | Pape Machinery | | -1,671.39 | 198,893.00 |
| | 05/01/2025 | 53190 | Larsen Wurzel & Associates | | -1,489.50 | 197,403.50 |
| | 05/01/2025 | 53193 | Roth Staffing Services | | -1,060.80 | 196,342.70 |
| | 05/01/2025 | 53188 | J Franko Electric | | -594.57 | 195,748.13 |
| | 05/01/2025 | 53189 | Kimball Midwest | 424719 | -566.15 | 195,181.98 |
| | 05/01/2025 | 53194 | Smile Business Products | 103404 | -427.90 | 194,754.08 |
| | 05/01/2025 | 53197 | Valley Hydraulics & Machine, Inc. | Inv# 2504-005003 | -419.93 | 194,334.15 |
| | 05/01/2025 | 53196 | The Home Depot | | -271.02 | 194,063.13 |
| | 05/01/2025 | 53192 | Powerplan | 1108514 | -22.36 | 194,040.77 |
| | 05/02/2025 | EFT1101072 | Verizon | 972466087-00002 | -268.75 | 193,772.02 |
| | 05/02/2025 | EFT1101073 | Napa Auto Parts | Act#20906137 Inv#581383 | -216.97 | 193,555.05 |
| | 05/02/2025 | EFT1101074 | City of Sacramento | Acct# 1905200485 | -19.12 | 193,535.93 |
| | 05/02/2025 | | ADP | ADP ACH PAYROLL FEES | -119.25 | 193,416.68 |
| | 05/05/2025 | 998 | | 4/30/25 payroll | -39,451.99 | 153,964.69 |
| | 05/05/2025 | 998 | | 4/30/25 payroll | -15,327.66 | 138,637.03 |
| | 05/07/2025 | 53209 | Joleen Gutierrez | Office Supplies Reimbursement | -347.82 | 138,289.21 |
| | 05/08/2025 | 1101083 | Cal Pers | | -11,464.25 | 126,824.96 |
| | 05/08/2025 | 1101084 | Cal Pers | | -1,280.66 | 125,544.30 |
| | 05/08/2025 | 1101075 | Airgas NCN | 2140381 Inv#5516370063 | -557.09 | 124,987.21 |
| | 05/08/2025 | 1101082 | Sacramento County Utilities | 4.1.25-5.31.25 | -253.40 | 124,733.81 |
| | 05/08/2025 | 1101076 | Cintas | Inv#9319202722 | -117.45 | 124,616.36 |
| | 05/08/2025 | 1101078 | City of Sacramento | Acct# 0160532019 4.2.25-5.1.25 | -103.00 | 124,513.36 |
| | 05/08/2025 | 1101079 | City of Sacramento | Acct# 1292576619 4.2.25-5.1.25 | -87.15 | 124,426.21 |
| | 05/08/2025 | 1101080 | City of Sacramento | Acct# 0010065857 3.28.25-4.28.25 | -74.16 | 124,352.05 |
| | 05/08/2025 | 1101081 | PG&E | 3.26.25-4.23.25 | -67.92 | 124,284.13 |
| | 05/08/2025 | 1101077 | City of Sacramento | Acct# 3558295526 4.2.25-5.1.25 | -64.72 | 124,219.41 |
| | 05/09/2025 | 53200 | Downey Brand LLP | Invoice#613063 | -10,730.00 | 113,489.41 |
| | 05/09/2025 | 53202 | Downey Brand LLP | Inv# 613608 | -3,280.00 | 110,209.41 |
| | 05/09/2025 | 53208 | Terrapin Technology Group | Inv# 25-0729 | -2,853.69 | 107,355.72 |
| | 05/09/2025 | 53201 | Downey Brand LLP | Inv# 613609 | -2,000.00 | 105,355.72 |
| | 05/09/2025 | 53204 | Roth Staffing Services | Inv# 16278589<br>Invoice#16048721<br>Invoice#16061849 | -1,768.00 | 103,587.72 |
| | 05/09/2025 | 53210 | Pape Machinery | Invoice#16081918 | -1,055.41 | 102,532.31 |
| | 05/09/2025 | 53203 | Robert G Merritt | Inv# 1834 | -997.50 | 101,534.81 |
| | 05/09/2025 | 53205 | Sofa Republic Inc | | -381.00 | 101,153.81 |
| | 05/09/2025 | 53206 | Streamline | Inv# A14C0AB6-0054 | -356.00 | 100,797.81 |
| | 05/09/2025 | 53199 | Blue Ribbon Maintenance | Invoice#557835 | -345.00 | 100,452.81 |
| | 05/09/2025 | 53207 | T-Mobile USA, Inc | 987329339<br>Customer: 218041 | -124.60 | 100,328.21 |
| | 05/13/2025 | 53219 | Valley Tire Center, Inc. | Inv# 40025416 | -3,737.28 | 96,590.93 |
| | 05/13/2025 | 53221 | US Bank Corp | Acct#**** **** **** 4049<br>BAN# ******2144 | -3,126.45 | 93,464.48 |
| | 05/13/2025 | 53212 | AT&T | Invoice#000023407253 | -2,670.97 | 90,793.51 |
| | 05/13/2025 | 53216 | Roth Staffing Services | Inv# 16280786<br>Client Code: 204 | -1,768.00 | 89,025.51 |
| | 05/13/2025 | 53211 | ACWA JPIA | Invoice#0705947<br>Customer# 95833A | -1,739.03 | 87,286.48 |
| | 05/13/2025 | 53214 | Montage Enterprises | Inv 117274 | -1,177.23 | 86,109.25 |
| | 05/13/2025 | 53218 | Terra Realty Advisors, Inc. | Inv# 2025-02031 | -1,160.50 | 84,948.75 |
| | 05/13/2025 | 53213 | MBK Engineers | Inv#16927 | -923.00 | 84,025.75 |
| | 05/13/2025 | 53220 | Verizon Connect Fleet USA LLC | Inv# 336000068934 | -632.95 | 83,392.80 |
| | 05/13/2025 | 53215 | Municipal Maintenance Equipment | Inv 035866<br>Customer# 116006 | -68.00 | 83,324.80 |
| | 05/13/2025 | 53217 | Sterling May Equipment Co. Inc. | Inv# 294712 | -2.65 | 83,322.15 |
| | 05/14/2025 | 1101087 | CalPers | Plan Rate for 827, 10723 and 27365 April 2025<br>Acct#20906137 | -17,628.16 | 65,693.99 |
| | 05/14/2025 | 1101095 | Napa Auto Parts | Inv# 587793<br>Account#41-0068266 | -6,680.50 | 59,013.49 |
| | 05/14/2025 | 1101090 | Interstate Oil Company | Inv# T655861-IN | -6,235.34 | 52,778.15 |
| | 05/14/2025 | 1101086 | CalPers | | -1,300.00 | 51,478.15 |
| | 05/14/2025 | 1101097 | Waste Management of Sacramento | Acct#20906137 | -1,144.38 | 50,333.77 |
| | 05/14/2025 | 1101093 | Napa Auto Parts | Inv# 584593<br>Acct#20906137 | -1,126.60 | 49,207.17 |
| | 05/14/2025 | 1101096 | Napa Auto Parts | Inv# 587811 | -585.02 | 48,622.15 |
| | 05/14/2025 | 1101098 | Waste Management of Sacramento | Inv# 3656748-0050-0<br>Acct#20906137 | -279.42 | 48,342.73 |
| | 05/14/2025 | 1101094 | Napa Auto Parts | Inv#585474<br>Acct#20906137 | -244.46 | 48,098.27 |
| | 05/14/2025 | 1101092 | Napa Auto Parts | Inv# 584572 | -215.49 | 47,882.78 |

| | | | | | |
|---|---|---|---|---|---|
| | | | Customer: 525620 | | |
| 05/14/2025 | 1101085 | PAPE Kenworth | Invoice#1111067 | -175.83 | 47,706.95 |
| 05/14/2025 | 1101088 | Cintas | Inv# 9319199023 | -116.37 | 47,590.58 |
| | | | Acct#20906137 | | |
| 05/14/2025 | 1101091 | Napa Auto Parts | Inv# 584146 | -76.66 | 47,513.92 |
| | | | Acct# 7029676079 | | |
| 05/14/2025 | 1101089 | City of Sacramento | 4.3.25-5.5.25 | -53.04 | 47,460.88 |
| 05/15/2025 | 1009 | | 5/15/25 payroll | -38,288.95 | 9,171.93 |
| 05/15/2025 | 1009 | | 5/15/25 payroll | -16,667.55 | -7,495.62 |
| 05/20/2025 | 53224 | Mead & Hunt | Inv # 386660 | -8,613.50 | -16,109.12 |
| | | | 4REC0003 | | |
| 05/20/2025 | 53227 | Security & Asset Management, LP | Inv# 5281629 | -2,206.37 | -18,315.49 |
| 05/20/2025 | 53226 | Roth Staffing Services | Inv# 16282954 | -1,768.00 | -20,083.49 |
| | | | Customer ID: C00473 | | |
| 05/20/2025 | 53222 | Carson Landscape Industries | Inv# IVC00442271 | -940.00 | -21,023.49 |
| 05/20/2025 | 53228 | Smile Business Products | Inv# 1278107 | -330.05 | -21,353.54 |
| 05/20/2025 | 53229 | Verizon | 972466087-00001 | -191.21 | -21,544.75 |
| | | | Acct# ******9750 | | |
| 05/20/2025 | EFT1101099 | City of Sacramento | O W Elkhorn Blvd | -189.58 | -21,734.33 |
| | | | Acct# 3702326178-9 | | |
| 05/20/2025 | 53225 | PG&E | 4.8.25-5.6.25 | -10.35 | -21,744.68 |
| 05/22/2025 | 53231 | Bryan Hall | Work Boot Reimbursement | -150.00 | -21,894.68 |
| 05/22/2025 | 53230 | Mark Jenkins | Work Boot Reimbursement | -150.00 | -22,044.68 |
| 05/28/2025 | 53235 | Downey Brand LLP | Inv# 614080 | -19,262.00 | -41,306.68 |
| 05/28/2025 | 53236 | Larsen Wurzel & Associates | Inv# 2409000-0425 | -9,843.00 | -51,149.68 |
| 05/28/2025 | 53237 | Miles Treaster & Associates | Inv# 54334 | -9,615.01 | -60,764.69 |
| 05/28/2025 | 53242 | Venture OfficeNow | Inv#202500381 | -3,495.00 | -64,259.69 |
| | | | 241312 | | |
| 05/28/2025 | 53244 | Woodland Motors | Inv#6137091 | -1,929.10 | -66,188.79 |
| 05/28/2025 | 53240 | Roth Staffing Services | Inv# 16285103 | -1,768.00 | -67,956.79 |
| 05/28/2025 | 53241 | Valley Hydraulics & Machine, Inc. | Invoice #2505-006502 | -573.37 | -68,530.16 |
| 05/28/2025 | 53243 | Woodland Motors | Inv# 6136968 | -460.00 | -68,990.16 |
| 05/28/2025 | 53238 | Pape Machinery | Inv#16115553 | -406.40 | -69,396.56 |
| | | | 1080 | | |
| 05/28/2025 | 53232 | Carson Landscape Industries | Inv# IVC00443166 | -185.00 | -69,581.56 |
| | | | Acct#******6992 | | |
| 05/28/2025 | 53239 | Primo Brands | Invoice#25D8720336992 | -132.95 | -69,714.51 |
| | | | Customer#100361 | | |
| 05/28/2025 | 53234 | Grow West | Inv# 1326433 | -21.37 | -69,735.88 |
| 05/28/2025 | 53233 | Department of Motor Vehicles | VIN 4P5T82229F1233951 | -10.00 | -69,745.88 |
| | | | 972466087-00001 | | |
| 05/29/2025 | EFT1101113 | Verizon | inv# 6113405232 | -268.75 | -70,014.63 |
| 05/29/2025 | EFT1101105 | City of Sacramento | Acct# ******3621 | -184.49 | -70,199.12 |
| 05/29/2025 | EFT1101101 | Cintas | Inv# 5269498501 | -136.82 | -70,335.94 |
| 05/29/2025 | EFT1101107 | City of Sacramento | Acct# ******4000 | -130.53 | -70,466.47 |
| 05/29/2025 | EFT1101100 | Cintas | Inv# 4230210764 | -129.81 | -70,596.28 |
| 05/29/2025 | EFT1101106 | City of Sacramento | Acct# ******4000 | -109.37 | -70,705.65 |
| 05/29/2025 | EFT1101108 | City of Sacramento | Acct# ******4148 | -9.39 | -70,715.04 |
| 05/29/2025 | EFT1101104 | City of Sacramento | Acct# ******4299 | -5.64 | -70,720.68 |
| 05/29/2025 | EFT1101103 | CalPers | 100000017927372 June 2025 | -18,373.66 | -89,094.34 |
| | | | 41-0068266 | | |
| 05/29/2025 | EFT1101109 | Interstate Oil Company | Inv# T655915-IN | -5,933.89 | -95,028.23 |
| 05/29/2025 | EFT1101102 | CalPers | SIP - 457 Plan May 2025 A | -1,300.00 | -96,328.23 |
| | | | 20906137 | | |
| 05/29/2025 | EFT1101111 | Napa Auto Parts | Inv# 582735 | -318.83 | -96,647.06 |
| | | | 20906137 | | |
| 05/29/2025 | EFT1101112 | Napa Auto Parts | Inv# 591865 | -255.56 | -96,902.62 |
| | | | 20906137 | | |
| 05/29/2025 | EFT1101110 | Napa Auto Parts | Inv# 589559 | -203.91 | -97,106.53 |
| 05/30/2025 | 1079 | | ADP fees | -103.65 | -97,210.18 |
| 05/31/2025 | 1076 | | May 2025 transfers from M/M to operating account | 298,259.58 | 201,049.40 |
| **Total for River City Operating** | | | | **-$ 21,305.29** | |
| **Total for Cash and Investments** | | | | **-$ 21,305.29** | |
| **TOTAL** | | | | **-$ 21,305.29** | |

Net activity

| | |
|---|---|
| Vendor Payments | (209,828.72) |
| Payroll | (109,736.15) |
| Transfers In | 298,259.58 |
| | (21,305.29) |

# RECLAMATION DISTRICT NO. 1000

**DATE: JUNE 13, 2025** **AGENDA ITEM NO. 5.4**

**TITLE:** **Budget to Actual Report**

**SUBJECT:** **Review and Accept Report for May 2025**

**EXECUTIVE SUMMARY:**

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

Attachment 1 provides a report for the month ending May 2025. The most significant Administrative expenditures to date include Legal Services, Utilities, Annual Workers' Compensation Insurance, Mitigation Land Expenses, Property Taxes, Yearly Memberships, Wages, Trustee Stipends, and Annuitant Healthcare. The most significant Operations expenditures include Power, Refuse Collection, Equipment Parts and Supplies, FSRP Grant costs (reimbursed), Utilities, Government Fees and Permits, Engineering Consultants, and Temporary Administration.

**BACKGROUND:**

Annually, 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 regarding the budget, the final draft is prepared for the Finance Committee to consider. After review by the Finance Committee, the final Proposed Budget is presented to the entire Board for review and, thirty days later, for adoption at a regular Board meeting.

**RECOMMENDATION:**

Staff recommends the Board review and accept the Budget to Actual Report for May 2025.

**ATTACHMENTS:**

1. Budget to Actual Report May 2025

**STAFF RESPONSIBLE FOR REPORT:**

_____ Date: 06/01/2025
Joleen Gutierrez, Administrative Services Manager

_____ Date: 06/01/2025
Kevin L. King, General Manager

**Reclamation District No. 1000**
**Budget to Actual Comparison**
**July 1, 2024 to May 31, 2025 (Eleven Months Ending of Fiscal 2025)**

| | Year to Date July 1, 2024 to May 31, 2025 | Budget | Percent of Budget |
|---|---|---|---|
| **Operation & Maintenance Income** | | | |
| Property Assessments | 2,348,368 | 4,070,141 | 57.70% |
| Rents | 24,908 | 24,000 | 103.78% |
| Interest Income | 324,627 | 154,919 | 209.55% |
| SAFCA - O/M Assessment | 1,485,909 | 1,485,909 | 100.00% |
| Misc Income | 33,349 | - | N/A |
| DWR Reimbursement Grant (District Patrol Road) | 461,162 | 484,683 | 95.15% |
| Community Project Fund (BERA/FEMA) | - | 3,000,000 | 0.00% |
| FMAP Grant | 399,766 | 442,900 | 90.26% |
| FEMA/OES Reimbursement | 7,282 | 3,745,966 | 0.19% |
| **Total** | **5,085,371** | **13,408,518** | 37.93% |
| **Restricted Fund** | | | |
| Metro Airpark Groundwater Pumping | 42,728 | 40,000 | 106.82% |
| **Total Combined Income** | **5,128,099** | **13,448,518** | **38.13%** |
| **Administration, Operations and Maintenance - Expenses** | | | |
| **Administration** | | | |
| Government Fees/Permits | 20,511 | 36,950 | 55.51% |
| Legal | 103,594 | 102,500 | 101.07% |
| Liability/Auto Insurance | 238,855 | 415,000 | 57.56% |
| Office Supplies | 7,290 | 25,000 | 29.16% |
| Computer Costs ( Information Technology) | 29,280 | 42,600 | 68.73% |
| Accounting/Audit | 51,278 | 63,000 | 81.39% |
| Admin. Services | 15,992 | 25,250 | 63.33% |
| Utilities (Phone/Water/Sewer) | 30,282 | 32,850 | 92.18% |
| Mit. Land Expenses | 5,205 | 5,500 | 94.64% |
| Administrative Consultants | 71,179 | 101,500 | 70.13% |
| Assessment/Property Taxes (SAFCA - CAD) | 12,803 | 20,000 | 64.02% |
| Admin - Misc./Other Expenses | 3,761 | 6,250 | 60.18% |
| Memberships | 44,853 | 43,215 | 103.79% |
| Office Maintenance & Repair | 23,121 | 35,961 | 64.29% |
| Payroll Service | 2,868 | 4,500 | 63.73% |
| Public Relations | 11,107 | 90,000 | 12.34% |
| Small Office & Computer Equipment | - | 20,750 | 0.00% |
| Election | - | 121,000 | 0.00% |
| Conference/Travel/Professional Development | 5,865 | 50,000 | 11.73% |
| Unbudgeted Administration | 18,088 | - | N/A |
| **Sub Total** | **695,932** | **1,241,826** | **56.04%** |
| **Personnel/Labor** | | | |
| Wages | 1,278,302 | 1,358,830 | 94.07% |
| Group Insurance | 114,345 | 159,298 | 71.78% |
| Worker's Compensation Insurance | 43,300 | 40,000 | 108.25% |
| OPEB - ARC | - | 84,724 | 0.00% |
| Dental/Vision/Life | 23,063 | 24,079 | 95.78% |
| Payroll Taxes | 95,344 | 101,912 | 93.56% |
| Pension | 259,726 | 422,969 | 61.41% |
| Continuing Education | 3,735 | 10,000 | 37.35% |
| Trustee Fees | 25,656 | 25,000 | 102.62% |

| | | | |
|---|---|---|---|
| Annuitant Health Care | 73,106 | 70,930 | 103.07% |
| **Sub Total** | **1,916,577** | **2,297,742** | **83.41%** |

| | | | | |
|---|---|---|---|---|
| **Operations** | | | | |
| Power | 444,093 | 458,032 | 96.96% | |
| Supplies/Materials | 20,626 | 23,000 | 89.68% | |
| Herbicide | - | 160,000 | 0.00% | |
| Fuel | 61,929 | 82,917 | 74.69% | |
| Field Services | 144,291 | 236,500 | 61.01% | |
| Field Operations Consultants | 10,180 | 16,500 | 61.70% | |
| Equipment Rental | 1,708 | 5,000 | 34.16% | |
| Refuse Collection | 46,458 | 50,000 | 92.92% | |
| Equipment Repair/Service | 23,703 | 30,000 | 79.01% | |
| Equipment Parts/Supplies | 37,570 | 35,000 | 107.34% | |
| Facility Repairs | 370,277 | 5,171,861 | 7.16% | |
| Shop Equipment (not vehicles) | 8,183 | 27,500 | 29.76% | |
| Field Equipment | 185 | 9,500 | 1.95% | |
| Misc/Other 2 (FSRP Grant) | 563,702 | 4,500 | 12526.71% | A |
| Utilities - Field | 25,431 | 21,876 | 116.25% | |
| Government Fees/Permits - Field | 12,273 | 11,500 | 106.72% | |
| **Sub Total** | **1,770,609** | **6,343,686** | **27.91%** | |
| **Equipment** | | | | |
| Equipment | 293,186 | 530,000 | 55.32% | |
| **Sub Total** | **293,186** | **530,000** | | |
| **Consulting/Contracts/Memberships** | | | | |
| Engineering/Technical Consultants | 139,599 | 99,000 | 141.01% | |
| Security Patrol | 179,795 | 270,000 | 66.59% | |
| Temporary Admin | 77,132 | 7,500 | 1028.43% | |
| **Sub Total** | **396,526** | **376,500** | **105.32%** | |
| **FMAP Expenditures** | | | | |
| LOI/SWIF (Consultants) | 33,728 | - | Not budgeted | |
| Equipment | - | - | Not budgeted | |
| Operations & Maintenance (Field) | 353,929 | 442,900 | 79.91% | |
| Administrative | - | - | Not budgeted | |
| **Sub Total** | 387,657 | **442,900** | **87.53%** | |
| **Total A, O & M Expenses** | **5,460,487** | **11,232,654** | **48.61%** | |
| **Capital Expenses** | | | | |
| Capital Office Upgrades | - | 30,000 | 0.00% | |
| Capital Facilities | 853,784 | 4,650,000 | 18.36% | |
| **Sub Total** | **853,784** | **4,680,000** | **18.24%** | |
| **Total All Expenditures** | **6,314,271** | **15,912,654** | **39.68%** | |

A Included in Misc/Other 2 is the cost of the gravel roadway project of $536,680

# RECLAMATION DISTRICT NO. 1000

**DATE**: **JUNE 13, 2025** **AGENDA ITEM NO. 5.5**

**TITLE: Investment Report**

**SUBJECT: Monthly District Investment Report – May 2025**

**INTRODUCTION:**

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

The monthly investment reports are one month behind due to the timing of monthly yield releases for all investment accounts.

**EXECUTIVE SUMMARY:**

1. **Investment Holdings Summary:**

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

2. **Performance Metrics:**

   City Pool A reports the lowest yield for this reporting period and has the second-highest fee structure at 0.26 basis points. The most recent monthly yield reported for this pool is 2.910% for April 2025.

   Sacramento County Treasury's month-over-month yield increased from 4.031% to 4.076% during this reporting period. The County Treasury has the third-lowest management fee structure at .06% basis points.

   LAIF reported a monthly yield of 4.281% in April, down from 4.313% in the previous month. LAIF has the highest monthly management fee structure at .34% basis points.

   The California Class is down, with a monthly yield of 4.350%, down from 4.393% the previous month. CA Class offers a steady 0.1% management fee.

   River City Bank's monthly yield has decreased from 4.99%, the highest investment yield in the district, to 4.050% with no management fees.

3. **Compliance and Policy Adherence:**

   The District's investments are in accordance with the District's investment policy.

The District invests in the County Treasury, LAIF, and Sacramento City Pool. Additionally, the District holds funds in stable money market accounts with California Class and River City Bank.

**INFORMATIONAL:**

Since the December Board Meeting, the Administrative Services and General Manager have rebalanced the current distribution funds, moving $2 million from California Class to River City Bank's collateralized money market account to take advantage of a fixed yield vs. CA Class on active decline.

Economic conditions should continue to be closely monitored.

**RECOMMENDATION:**

Staff recommend that the Board review the attached Investment Report. Economic conditions should continue to be closely monitored.

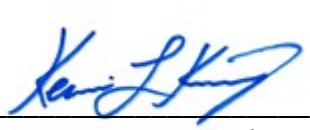
**ATTACHMENTS:**

1. Monthly Investment Report (May 2025)

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: 06/01/2025



Kevin L. King, General Manager — Date: 06/01/2025

# Investment Report
# (May 2025)

| FY 24/25 | City Pool A Reported Interest | Sacramento County Treasury | LAIF | CA Class (Prime) | River City Bank |
|---|---|---|---|---|---|
| **Average 12-Month Reported Interest** | 2.91% | 4.399% | 4.43% | 4.827% | 4.911% |

| | | | | | |
|---|---|---|---|---|---|
| 5/31/2025 | Unavailable | Unavailable | Unavailable | 4.350% | 4.050% |
| 4/30/2025 | 2.910% | 4.076% | 4.281% | 4.393% | 4.990% |
| 3/31/2025 | 2.860% | 4.031% | 4.313% | 4.394% | 4.990% |
| 2/28/2025 | 2.990% | 4.179% | 4.333% | 4.413% | 4.990% |
| 1/31/2025 | 2.740% | 4.185% | 4.366% | 4.421% | 4.990% |
| 12/31/2024 | 2.730% | 4.254% | 4.434% | 4.634% | 4.990% |
| 11/30/2024 | 2.840% | 4.333% | 4.480% | 4.827% | 4.990% |
| 10/31/2024 | 2.850% | 4.369% | 4.518% | 5.004% | 4.990% |
| 9/30/2024 | 2.990% | 4.558% | 4.575% | 5.260% | 4.990% |
| 8/31/2024 | 3.000% | 4.597% | 4.579% | 5.407% | 4.990% |
| 7/31/2024 | 3.070% | 4.714% | 4.516% | 5.420% | 4.990% |
| 6/30/2024 | 3.050% | 4.744% | 4.480% | 5.401% | 4.990% |
| 5/31/2024 | 2.930% | 4.753% | 4.332% | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| Management Fees (Basis Points) | 0.26% | 0.06% | 0.34% | 0.1% | 0% |

# RECLAMATION DISTRICT NO. 1000

**DATE**: **JUNE 13, 2025** **AGENDA ITEM NO. 6.1**

**TITLE:** **Review and Consider Adoption of Fiscal Year 2025/2026 Budget**

**SUBJECT:** **Review and Consider Adoption of Resolution No. 2025-06-01: Adopting Fiscal Year 2025/2026 Budget**

**EXECUTIVE SUMMARY:**

The Board of Trustees of Reclamation District No. 1000 (RD 1000; District) annually adopts a budget. Staff prepared a Draft Budget for Fiscal Year 2024/2025, which was presented to the Board of Trustees at the May 9, 2025, Regular Meeting. Based on feedback and comments received from the Board at the May 2025 meeting, Staff has prepared the Fiscal Year 2025/2026 Budget (Attachment No. 1: Resolution 2025-06-01 "Exhibit A"), for review and consideration of approval.

**RECOMMENDATION:**

Staff recommends the Board review and consider adoption of Resolution No. 2025-06-01: Adopting Fiscal Year 2025/2026 Budget.

**ATTACHMENTS:**

1. Resolution No. 2025-06-01

**STAFF RESPONSIBLE FOR REPORT:**

_____ Date: 06/06/2025

Kevin L. King, General Manager

**RECLAMATION DISTRICT NO. 1000**

# RESOLUTION NO. 2025-06-01

**A RESOLUTION OF THE BOARD OF TRUSTEES OF RECLAMATION DISTRICT NO. 1000 ADOPTING FISCAL YEAR 2025/2026 BUDGET**

At a regular meeting of the Board of Trustees of Reclamation District No. 1000 held at the District Office on the 13th day of June 2025, 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 expend funds to pay wages, purchase materials and supplies, contract for services, repair, replace and construct facilities, acquire equipment and pay for other expenses; and

**WHEREAS,** the establishment of a budget for approved expenditures is an integral part of a strong financial management and internal control program, and the Board desires to continue to exercise its financial and fiduciary responsibility to its constituents; and

**WHEREAS,** the Board has been presented with, reviewed, and considered the Fiscal Year 2025/2026 Budget and considers the proposed budget level of expenditures necessary and appropriate to operate, maintain and improve the District operations and facilities in Fiscal Year 2025/2026

**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 Fiscal Year 2025/2026 Budget is hereby adopted as presented, and as attached hereto as "Exhibit A".
3. It is recognized that the budget is a guide and estimate for future events and that circumstances change over time. As a result, the General Manager is authorized to make budgeted material/supply purchases and transfer funds between expense categories to meet operating needs while remaining within the authorized levels for total operating expense requirements.

**BE IT FURTHER RESOLVED THAT:** The General Manager and Administrative Services Manager are responsible for adherence to this resolution and regular reporting of the District's financial status. Board oversight will be accomplished through the regular reporting of budget-to-actual expenditures during the year.

**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 13th day of June 2025, 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 2025-06-01 was duly adopted by the Board of Trustees of Reclamation District No. 1000 at the regular meeting held on the 13th day of June 2025 and made a part of the minutes thereof.

_____

Joleen Gutierrez, District Secretary

| Reclamation District No. 1000<br>Fiscal Year 2025-2026<br>Proposed Budget | Adopted<br>Budget<br>FY 24/25 | Estimated<br>Year End<br>FY 24/25 | Proposed<br>Budget<br>FY 25/26 | Percent<br>Change |
|---|---|---|---|---|
| **Revenues** | | | | |
| District Special Benefit Assessment | 969,781 | 1,087,230 | 1,141,591 | 18% |
| District Stormwater Fee | 3,100,360 | 2,951,888 | 3,162,367 | 2% |
| SAFCA CCAD | 1,485,909 | 1,485,909 | 1,508,198 | 1% |
| Interest | 154,919 | 291,804 | 320,984 | 107% |
| Leases | 24,000 | 23,352 | 24,000 | 0% |
| Metro Airpark Pumping | 40,000 | 44,864 | 40,000 | 0% |
| FMAP Grant | 442,900 | 386,734 | 0 | -100% |
| FEMA/OES | 3,745,966 | 7,282 | 0 | -100% |
| Annuitant Trust Reimbursement | 0 | 0 | 0 | 0% |
| Miscellaneous | 3,484,683 | 495,379 | 3,000,000 | 0% |
| **Total Revenues** | **13,448,518** | **6,774,441** | **9,197,140** | **-32%** |

| Reclamation District No. 1000<br>Fiscal Year 2025-2026<br>Proposed Budget | Adopted Budget FY 24/25 | Estimated Year End FY 24/25 | Proposed Budget FY 25/26 | Percent Change |
|---|---|---|---|---|
| **Administration** | | | | |
| Accounting/Audit | 63,000 | 60,238 | 63,000 | 0% |
| Administrative Consultants | 101,500 | 84,779 | 66,500 | -34% |
| Admin - Misc./Other Expenses | 6,250 | 17,434 | 15,000 | 140% |
| Admin. Services | 25,250 | 17,284 | 25,250 | 0% |
| Computer Costs (Tech/Website/Software) | 42,600 | 28,774 | 42,600 | 0% |
| Govt Fees/Permits | 36,950 | 25,389 | 36,950 | 0% |
| Legal | 102,500 | 82,378 | 140,000 | 37% |
| Liab/Auto/Business Insurance | 415,000 | 298,989 | 252,595 | -39% |
| Memberships | 43,215 | 44,953 | 43,215 | 0% |
| Mitigation Land Expenses | 5,500 | 5,205 | 5,500 | 0% |
| Office Maintenance & Repair | 35,961 | 24,786 | 32,500 | -10% |
| Office Supplies | 25,000 | 4,801 | 15,000 | -40% |
| Payroll Services | 4,500 | 2,899 | 3,750 | -17% |
| Public Relations | 90,000 | 13,155 | 25,000 | -72% |
| Small Office & Computer Equipment | 20,750 | 6,500 | 14,500 | -30% |
| Utilities (Phone/Water/Sewer/Internet) | 32,850 | 29,638 | 31,500 | -4% |
| Election | 121,000 | 0 | 45,000 | -63% |
| Assessment/Property Taxes | 20,000 | 25,606 | 25,000 | 25% |
| Conference/Travel/Professional Development | 50,000 | 7,326 | 50,000 | 0% |
| **Admin Subtotal** | **1,241,825** | **780,132** | **932,860** | **-25%** |

| | | | | |
|---|---|---|---|---|
| **Personnel/Labor** | | | | |
| Wages | $1,358,830 | $1,185,476 | $1,441,644 | 6% |
| Trustee Compensation | $25,000 | $23,071 | $25,000 | 0% |
| Group Health Insurance | $159,298 | $107,440 | $118,184 | -26% |
| Annuitant Health Care | $70,930 | $69,766 | $75,000 | 6% |
| Dental/Vision/Life | $24,079 | $20,134 | $22,147 | -8% |
| Workers Compensation Insurance | $40,000 | $41,044 | $45,000 | 13% |
| OPEB - ARC | $84,724 | $84,724 | $99,923 | 18% |
| Continuing Education | $10,000 | $3,888 | $10,000 | 0% |
| Payroll Taxes | $101,912 | $87,701 | $108,123 | 6% |
| Pension | $422,969 | $405,939 | $471,710 | 12% |
| Employer Portion | $133,487 | $116,457 | $141,169 | 6% |
| Unfunded Liability | $289,482 | $289,482 | $330,541 | 14% |
| **Personnel Subtotal** | **$2,297,742** | **$2,029,181** | **$2,416,731** | **5%** |

| Reclamation District No. 1000<br>Fiscal Year 2025-2026<br>Proposed Budget | Adopted Budget FY 24/25 | Estimated Year End FY 24/25 | Proposed Budget FY 25/26 | Percent Change |
|---|---|---|---|---|
| **Operations** | | | | |
| Consultants - Field Operations | 16,500 | 14,000 | 16,500 | 0% |
| Equipment Parts/Supplies | 35,000 | 25,745 | 30,000 | -14% |
| Equipment Rental | 5,000 | 0 | 5,000 | 0% |
| Equipment Repairs/Service | 30,000 | 22,500 | 25,000 | -17% |
| Facility Repairs | 5,171,861 | 448,484 | 816,500 | -84% |
| Field Equipment | 9,500 | 185 | 2,000 | -79% |
| Field Services | 236,500 | 170,718 | 272,000 | 15% |
| Fuel | 82,917 | 62,546 | 82,811 | 0% |
| Herbicides | 160,000 | 85,000 | 153,424 | -4% |
| Power | 458,032 | 442,090 | 515,712 | 13% |
| Refuse Collection | 50,000 | 50,819 | 200,000 | 300% |
| Shop Equipment (Not Vehicles) | 27,500 | 18,000 | 7,500 | -73% |
| Supplies and Materials | 23,000 | 21,846 | 23,000 | 0% |
| Utilities - Field | 21,876 | 25,244 | 25,000 | 14% |
| Misc/Other - Field | 4,500 | 575,000 | 4,500 | 0% |
| Govt Fees/Permits - Field | 11,500 | 8,415 | 11,500 | 0% |
| **Operations Subtotal** | **6,343,686** | **1,970,591** | **2,190,447** | **-65%** |
| **Equipment** | | | | |
| Equipment | 530,000 | 293,186 | 0 | -100% |
| **Equipment Subtotal** | **530,000** | **293,186** | **0** | **-100%** |
| **FMAP Grant** | | | | |
| Grant | 442,900 | 386,734 | 0 | -100% |
| **FMAP Subtotal** | **442,900** | **386,734** | **0** | **-100%** |
| **Consulting/Contracts** | | | | |
| Engineering/Technical Consultants | 99,000 | 140,163 | 350,000 | 254% |
| Security Patrol | 270,000 | 158,724 | 225,000 | -17% |
| Temporary Admin | 7,500 | 76,288 | 90,000 | 1100% |
| **Consulting/Contracts Subtotal** | **376,500** | **375,174** | **665,000** | **77%** |
| **Total Operations and Maintenance** | **11,232,653** | **5,834,998** | **6,205,039** | **-45%** |
| **Capital Expenditures** | | | | |
| Capital Facilities | 4,650,000 | 575,575 | 4,800,000 | 3% |
| Capital - Office Upgrades | 30,000 | 33,200 | 25,000 | -17% |
| Capital - RE Acquisition | 0 | 0 | 4,500,000 | 100% |
| Capital - Office Facility Repair | 0 | 0 | 0 | 0% |
| **Total Capital Expenditures** | **4,680,000** | **608,775** | **9,325,000** | **99%** |
| **Total All Expenditures** | **15,912,653** | **6,443,773** | **15,530,039** | **-2%** |
| **Net Expense to Revenue** | **(2,464,135)** | **330,669** | **(6,332,899)** | **157%** |

# RECLAMATION DISTRICT NO. 1000

**DATE**: **JUNE 13, 2025** **AGENDA ITEM NO. 6.2**

**TITLE:** **Official Pay Rate Schedule for Fiscal Year 2025/2026**

**SUBJECT:** **Review and Consider Adoption of Resolution No. 2025-06-02: Adopting Official Pay Rate Schedule for Fiscal Year 2025/2026.**

**EXECUTIVE SUMMARY:**

The Board of Trustees of Reclamation District No. 1000 (RD 1000; District) annually adopt an official pay rate schedule. Staff has prepared the Official Pay Rate Schedule for Fiscal Year 2025/2026 ("Exhibit A" in Resolution 2025-06-02).

**RECOMMENDATION:**

Staff recommends the Board review and consider adoption of Resolution No. 2025-06-02: Adopting Official Pay Rate Schedule for Fiscal Year 2025/2026.

**ATTACHMENTS:**

1. Resolution No. 2025-06-02

**STAFF RESPONSIBLE FOR REPORT:**

_____ Date: 06/06/2025

Kevin L. King, General Manager

**RECLAMATION DISTRICT NO. 1000**

# RESOLUTION NO. 2025-06-02

**A RESOLUTION OF THE BOARD OF TRUSTEES OF RECLAMATION DISTRICT NO. 1000 ADOPTING THE OFFICIAL PAY RATE SCHEDULE FOR FISCAL YEAR 2025/2026**

At a regular meeting of the Board of Trustees of Reclamation District No. 1000 held at the District Office on the 13th day of June 2025, 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 the official pay rate schedule for Fiscal Year 2025/2026 and considers the proposed schedule as necessary and appropriate for Fiscal Year 2025/2026.

**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 Official Pay Rate Schedule for Fiscal Year 2025/2026 is hereby adopted as presented, and as attached hereto as "Exhibit A".
3. The Official Pay Rate Schedule will become effective on July 1, 2025.

**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 13th day of June 2025, 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 2025-06-02 was duly adopted by the Board of Trustees of Reclamation District No. 1000 at the regular meeting held on the 13th day of June 2025 and made a part of the minutes thereof.

_____

Joleen Gutierrez, District Secretary

**RECLAMATION DISTRICT NO. 1000**

**OFFICIAL PAY RATE SCHEDULE**

**FY 2025-2026**

(Adopted 6/13/2025)

(Effective 7/1/2025)

| Position | Minimum | Maximum |
|---|---|---|
| General Manager | $14,263/Mo. | $19,986/Mo. |
| Project Manager/Engineer (Temporary) | $12,353/Mo. | $17,055/Mo. |
| Operations Manager | $12,214/Mo. | $16,863/Mo. |
| Administrative Services Manager | $12,214/Mo. | $16,863/Mo. |
| Operations Supervisor | $7,308/Mo. | $10,092/Mo. |
| Lead Flood Operations Specialist | $38.33/Hr. | $52.92/Hr. |
| Equipment Maintenance Specialist | $31.08/Hr. | $42.93/Hr. |
| Flood Operations Specialist II | $31.08/Hr. | $42.93/Hr. |
| Flood Operations Specialist I | $25.82/Hr. | $35.65/Hr. |
| Administrative Assistant | $21.88/Hr. | $30.21/Hr. |

# RECLAMATION DISTRICT 1000

**DATE: JUNE 13, 2025** **AGENDA ITEM NO. 6.3**

**TITLE:** **2025 Committee Assignments**

**SUBJECT:** **Review and Consider Approval of Trustee Committee Assignments for 2025.**

**EXECUTIVE SUMMARY:**

On an annual basis, the Board of Trustees of Reclamation District No. 1000 (RD 1000; District) assigns Trustees to serve on Board Committees. The recommended revised Committee assignments for 2025 are provided below in Table 1:

*Table 1 - 2025 Committee Assignments*

| Committee | Chair | Member | Member |
|---|---|---|---|
| **Executive Committee** | Elena Lee Reeder | Thom Gilbert | ---------- |
| **Finance** | Thom Gilbert | Nick Avdis | Eva Hill |
| **Legal** | Nick Avdis | Thom Gilbert | Tom Smith |
| **Operations** | Jag Bains | Eva Hill | Thomas Smith |
| **Personnel** | Eva Hill | Jag Bains | Ed Perez |
| **SAFCA** | Nick Avdis | Jag Bains | Alt: Hill/Perez |
| **Urbanization** | Ed Perez | Elena Lee Reeder | Thomas Smith |

**RECOMMENDATION:**

Staff recommends the Board review and consider approval of the revised Trustee Committee Assignments for 2025.

**STAFF RESPONSIBLE FOR REPORT:**

Kevin L. King, General Manager

Date: 06/06/2025

# RECLAMATION DISTRICT NO. 1000

**DATE**: **JUNE 13, 2025** **AGENDA ITEM NO. 6.4**

**TITLE:** **Sacramento Local Agency Formation Commission**

**SUBJECT:** **Nominations for Special District Representation.**

**EXECUTIVE SUMMARY:**

Sacramento Local Agency Formation Commission (LAFCO) is accepting nominations for Special District Commissioner. Nominations are due by July 31, 2025. See Attachment No. 1 for more information.

If any Trustee of RD 1000, is interested in serving in any of the three roles on LAFCO, they must be nominated and approved by the majority of the RD 1000 Board at a Public Meeting, prior to submitting a nomination form to LAFCO.

**RECOMMENDATION:**

Staff recommends the Board consider any nominations of an RD 1000 Trustee for the LAFCO roles, and then take possible action to nominate pursuant to the provisions as outlined in Attachment No. 1 of this Staff Report.

**FINANCIAL IMPACT:**

None.

**ATTACHMENTS:**

1) Sacramento LAFCO – Nomination Form

**STAFF RESPONSIBLE FOR REPORT:**

Kevin L. King, General Manager

Date: 06/06/2025

SACRAMENTO LOCAL AGENCY FORMATION COMMISSION
1112 I Street, Suite 100 • Sacramento, CA 95814 • (916) 874-6458
www.saclafco.org

# MEMO

DATE: May 30, 2025

TO: Special District Presiding Officer

FROM: José C. Henríquez, Executive Officer
Sacramento Local Agency Formation Commission

SUBJECT: Election of Special District Representatives to Sacramento LAFCo
Nominations for Special District Commissioners (Regular and Alternate Seats)

The Special District Selection Committee is electing representatives to serve on LAFCo. The seats are:

- **Regular (Voting) Special District Representative:** Serves on the Commission as a full, voting member.
- **Alternate Special District Representative:** Serves on LAFCo in a non-voting capacity; however, the Alternate can vote whenever one of the Regular members is absent, recused or ineligible to vote.

Each seat serves a new 4-year term beginning in January 1, 2026.

Due to the size of the Special District Selection Committee, it has been difficult to establish a quorum when meeting in person. Therefore, pursuant to the provisions of Government Code §56332(f), the Executive Officer has determined that the business of the Special District Selection Committee will be conducted in writing.

**Special District Commissioners, Regular and Alternate Seats**

This Regular, voting seat is currently held by Gay Jones of Sacramento Metropolitan Fire Protection District. Her term will expire on December 31st, 2025. The Alternate seat is held by Charlea Moore from the Rio Linda Elverta Recreation & Park District. Her term will also expire on December 31st, 2025. Each seat has a term of office of four years.

**Commissioners**
*Sue Frost, Rich Desmond, County Members ■ Patrick Hume, Alternate*
*Sean Loloee, Iva Walton, City Members ■ Katie Valenzuela, Jay Vandenburg, Alternates*
*Chris Little, Public Member ■ Timothy Murphy, Alternate*
*Lindsey Liebig, Gay Jones, Special District Members ■ Charlea Moore, Alternate*
**Staff**
*José C. Henríquez, Executive Officer ■ Desirae Fox, Policy Analyst*
*Nancy Miller, DeeAnne Gillick, Commission Counsel*

**Nomination Requirements**

The nomination period will be 62 days; all nominations are due in writing on or before 5:00 pm on July 31st, 2025. Nominations received after that date cannot be accepted and will be returned to your District. A nominee must be a Director from an independent special district within Sacramento County. To be valid, all nominations must include the following:

1) Name and district of the nominee;

2) Name of the nominating district; and

3) Signature of the Presiding Officer of the District's Board of Directors or the record of nomination made by majority vote at an official meeting of your District's Board (Resolution or Minute Order can be attached), certified by the Board Secretary, Board Clerk or District Manager.

Please submit a statement of qualifications (not to exceed one page) for each nominee.

**Special District Representative Election (to be held after August 1, 2025)**

Once the nomination period is closed, the Executive Officer will prepare and distribute, by certified mail or by email, one ballot listing valid candidates and voting instructions to each Independent Special District. The one-page statement of qualifications, if provided, will be included as submitted. The ballot will include the names of all nominees submitted for these positions. The Districts must return their ballot to the Executive Officer by the date specified in the voting instructions, which will be at least 30 days from the date the ballots were distributed. Any ballot received after the specified date will not be valid.

Within 14 days of the election date, the Executive Officer will announce the winner of the most votes.

If you have any questions, please contact the LAFCo office at (916) 874-6458.

Enclosure: Election Nomination Ballot
Government Code §56332

SACRAMENTO LOCAL AGENCY FORMATION COMMISSION
1112 I Street, Suite 100 • Sacramento, CA 95814 • (916) 874-6458
www.saclafco.org

# ***SPECIAL DISTRICT NOMINATION***

***Special District Representative to LAFCo, Regular and Alternate***

| Position | Nominee's Name | Originating District |
|---|---|---|
| | | |

**SIGNATURE OF PRESIDING OFFICER: _____**
**(*Original Signature Required*)**

***Note:*** ***Presiding Officer is the Chair/President. Any other signature invalidates this ballot, unless accompanied by Meeting Minutes designating an alternate.***

**PRINTED NAME OF PRESIDING OFFICER: _____**
***(Required)***

**NAME OF NOMINATING DISTRICT: _____**

**MINUTES ATTACHED *(Optional)*: Yes ☐ No ☐**

**NOMINEE IS RUNNING FOR POSITION: Regular (Voting) ☐ Alternate ☐**

**Attest:**

**_____**
**District Secretary, Clerk or General Manager**

***Nominations must be received by LAFCO before 5:00 p.m. on July 31, 2025***

***Return to:***

***Sacramento LAFCo (clerk@saclafco.org or at the address above)***

**Commissioners**
*Sue Frost, Rich Desmond, County Members ■ Patrick Hume, Alternate*
*Sean Loloee, Iva Walton, City Members ■ Katie Valenzuela, Jay Vandenburg, Alternates*
*Chris Little, Public Member ■ Timothy Murphy, Alternate*
*Lindsey Liebig, Gay Jones, Special District Members ■ Charlea Moore, Alternate*
**Staff**
*José C. Henríquez, Executive Officer ■ Desirae Fox, Policy Analyst*
*Nancy Miller, DeeAnne Gillick, Commission Counsel*

**56332.** (a) The independent special district selection committee shall consist of the presiding officer of the legislative body of each independent special district. However, if the presiding officer of an independent special district is unable to participate in a meeting or election of the independent special district selection committee, the legislative body of the district may appoint one of its members as an alternate to participate in the selection committee in the presiding officer's place. Those districts shall include districts located wholly within the county and those containing territory within the county representing 50 percent or more of the assessed value of taxable property of the district, as shown on the last equalized county assessment roll. Each member of the committee shall be entitled to one vote for each independent special district of which he or she is the presiding officer or his or her alternate as designated by the governing body. Members representing a majority of the eligible districts shall constitute a quorum.

(b) The executive officer shall call and give written notice of all meetings of the members of the selection committee. A meeting shall be called and held under one of the following circumstances:

(1) Whenever the executive officer anticipates that a vacancy will occur within the next 90 days among the members or alternate member representing independent special districts on the commission.

(2) Whenever a vacancy exists among the members or alternate member representing independent special districts upon the commission.

(3) Upon receipt of a written request by one or more members of the selection committee representing districts having 10 percent or more of the assessed value of taxable property within the county, as shown on the last equalized county assessment roll.

(4) Upon the adoption of a resolution of intention pursuant to Section 56332.5.

(5) Upon receipt of a written request by one or more members of the selection committee notifying the executive officer of the need to appoint a member representing independent special districts on an oversight board pursuant to paragraph (3) of subdivision (j) of Section 34179 of the Health and Safety Code.

(c) The selection committee shall appoint two regular members and one alternate member to the commission. The members so appointed shall be elected or appointed members of the legislative body of an independent special district residing within the county but shall not be members of the legislative body of a city or county. If one of the regular district members is absent from a commission meeting or disqualifies himself or herself from participating in a meeting, the alternate district member may serve and vote in place of the regular district member for that meeting. Service on the commission by a regular district member shall not disqualify, or be cause for disqualification of, the member from acting on proposals affecting the special district on whose legislative body the member serves. The special district selection committee may, at the time it appoints a member or alternate, provide that the member or alternate is disqualified from voting on proposals affecting the district on whose legislative body the member serves.

(1) The executive officer may prepare and deliver a call for nominations to each eligible district. The presiding officer, or his or her alternate as designated by the governing body, may respond in writing by the date specified in the call for nominations, which date shall be at least 30 days from the date on which the executive officer mailed the call for nominations to the eligible district.

(2) At the end of the nominating period, if only one candidate is nominated for a vacant seat, that candidate shall be deemed appointed. This paragraph shall be operative only if the written notice of the meeting provided pursuant to subdivision (b) discloses that, if nominations are received for only one candidate by the end of the nominating period, the candidate shall be deemed appointed and the meeting may be cancelled.

(d) If the office of a regular district member becomes vacant, the alternate member may serve and vote in place of the former regular district member until the appointment and qualification of a regular district member to fill the vacancy.

(e) A majority of the independent special district selection committee may determine to conduct the committee's business by mail, including holding all elections by mailed ballot, pursuant to subdivision (f).

(f) If the independent special district selection committee has determined to conduct the committee's business by mail or if the executive officer determines that a meeting of the special district selection committee is not feasible, the executive officer shall conduct the business of the committee by mail. Elections by mail shall be conducted as provided in this subdivision.

(1) The executive officer shall prepare and deliver a call for nominations to each eligible district. The presiding officer, or his or her alternate as designated by the governing body, may respond in writing by the date specified in the call for nominations, which date shall be at least 30 days from the date on which the executive officer mailed the call for nominations to the eligible district.

(2) At the end of the nominating period, if only one candidate is nominated for a vacant seat, that candidate shall be deemed appointed. If two or more candidates are nominated, the executive officer shall prepare and deliver one ballot and voting instructions to each eligible

district. The ballot shall include the names of all nominees and the office for which each was nominated. Each presiding officer, or his or her alternate as designated by the governing body, shall return the ballot to the executive officer by the date specified in the voting instructions, which date shall be at least 30 days from the date on which the executive officer mailed the ballot to the eligible district.

(3) The call for nominations, ballots, and voting instructions shall be delivered by certified mail to each eligible district. As an alternative to the delivery by certified mail, the executive officer may transmit materials by electronic mail. All notices and election materials shall be addressed to the presiding officer, care of the clerk of the district.

(4) Nominations and ballots may be returned to the executive officer by electronic mail.

(5) Each returned nomination and ballot shall be signed by the presiding officer or his or her alternate as designated by the governing body of the eligible district.

(6) For an election to be valid, at least a quorum of the special districts must submit valid ballots. The candidate receiving the most votes shall be elected, unless another procedure has been adopted by the selection committee. Any nomination and ballot received by the executive officer after the date specified is invalid, provided, however, that if a quorum of ballots is not received by that date, the executive officer shall extend the date to submit ballots by 60 days and notify all districts of the extension. If ballots from a quorum of the districts have not been received at the end of the 60-day extension period, the executive officer shall extend the period to return ballots for a length of time at his or her discretion until a quorum is achieved, unless another procedure has been adopted by the selection committee. The executive officer shall announce the results of the election within seven days of the date specified.

(7) For a vote on special district representation to be valid, at least a quorum of the special districts must submit valid ballots to the executive officer by the date specified in the voting instructions, which date shall be at least 30 days from the date on which the executive officer mailed the ballot to the eligible district. If ballots from a quorum of the districts have not been received at the end of the 60-day extension period, the executive officer shall extend the period to return ballots for a length of time at his or her discretion until a quorum is achieved, unless another procedure has been adopted by the selection committee. By majority vote of those district representatives voting on the issue, the selection committee shall either accept or deny representation. The executive officer shall announce the results of the election within seven days of the date specified.

(8) All election materials shall be retained by the executive officer for a period of at least six months after the announcement of the election results.

(g) For purposes of this section, "executive officer" means the executive officer or designee as authorized by the commission.
*(Amended by Stats. 2018, Ch. 86, Sec. 6. (AB 3254) Effective January 1, 2019.)*

# RECLAMATION DISTRICT NO. 1000

**DATE: JUNE 13, 2025** **AGENDA ITEM NO. 7.1**

**TITLE:** **Committee Meeting Minutes**

**SUBJECT:** **Committee Meeting Minutes since the May Board Meeting**

**Executive Committee Meeting – June 4, 2025**

A meeting of the Reclamation District No. 1000 Executive Committee was held on June 4, 2025, at 9:00 a.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 King, Administrative Services Manager Gutierrez, and Operations Manager Holleman. 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 June 13, 2025 - Regular Board of Trustees Meeting

   The Committee reviewed and discussed the proposed agenda and approved as presented.

   1.2. General Manager's Report

   General Manager King provided an update to the Executive Committee about various District activities and upcoming events.

2. Public Comment

   No public comments were received.

3. Adjournment

   With no further business on the agenda, the meeting adjourned at 10:07 a.m.