

RECLAMATION DISTRICT NO. 1000  
BOARD OF TRUSTEES  
ACTION SUMMARY  
July 8, 2016  
1633 Garden Hwy  
Sacramento, CA 95834

Trustees Present: Barandas, Christophel, Harris, Jones and Smith

Trustees Absent: Avdis, Gilbert

Staff in Attendance: General Manager Devereux, Secretary Figueroa, Superintendent Caldwell, Attorney James Day, and PR Consultant Karen Pardieck.

**President Christophel Presided at the meeting.**

**1. PUBLIC HEARING – Assessment Rate**

President Christophel opened the Public Hearing to take comment on the proposed 2016-17 Operation and Maintenance Assessment. There being no comment the Public Hearing was closed.

**2. Approval of the Minutes – May 13, 2016**

It was moved by Trustee Harris to adopt the minutes of May 13, 2016 as corrected. The Motion was seconded by Trustee Barandas, duly put and carried by a unanimous vote.

**3. Administrative Items**

**A. Treasurer’s Report for May and June 2016**

Fund Balances for May 2016 are as follows:

|                   |                 |
|-------------------|-----------------|
| Checking:         | \$ 40,238.36    |
| Money Market:     | \$ 117,404.77   |
| County Treasurer: | \$ 4,397,654.74 |
| LAIF:             | \$ 1,716,607.58 |
| City Pool A:      | \$ 1,009,757.29 |

Fund Balances for June 2016 are as follows:

|                   |                 |
|-------------------|-----------------|
| Checking:         | \$ 326,017.02   |
| Money Market:     | \$ 17,404.77    |
| County Treasurer: | \$ 3,997,654.74 |
| LAIF:             | \$ 1,716,604.58 |
| City Pool A:      | \$ 1,009,757.29 |

Motion by Trustee Harris to approve the Treasurer's reports as presented. The motion was seconded by Trustee Jones, duly put and carried by a unanimous vote.

**B. Expenditure Report for May and June 2016**

The expenditures for the month of May 2016 were \$193,652.90. Expenditures from the various funds are as follows: Operation and Maintenance - \$204,521.8, Capital - \$11,810.00.

The expenditures for the month of June 2016 were \$219,110.70. Expenditures from the various funds are as follows: Operation and Maintenance - \$206,230.83, Capital – \$12,879.87.

**4. COMMITTEE REPORTS**

**A. SAFCA Representatives**

Trustee Barandas reported on the activities of SAFCA. The Water Resources Development Act (WRDA) is ready in the Senate, but not likely to be acted on in the House. Congress has not passed any spending bills and a Federal 2017 budget by October is unlikely and will likely default to a Continuing Resolution which could impact funding for the first Natomas construction contract. The Corps is looking for other potential discretionary funds to be able to award the first contract.

The levee accreditation process for areas outside Natomas is moving along with SAFCA reaching an agreement with Native American on steps needed to move the project forward.

**B. Executive Committee**

Trustee Christophel reported the Executive Committee met on June 29 to review the Agenda. In attendance at the meeting were Trustees Christophel, Barandas and General Manager Devereux and Trustee Harris participated via telephone. A copy of the minutes of the Executive Committee was included in the Board packet.

**C. Finance Committee**

The Finance Committee met on May 27 to review the audit proposals received in response to the RFP sent out. After discussion the committee agreed to contract with Cropper Accountancy for the 2016-17 audit. The committee reviewed the proposed Budget for FY 2016-17 which was presented to the Board in May. There was discussion on the various District reserves. The committee approved the proposed Annual Budget subject to modifications recommended and subject to the final recommendations of the Personnel committee on wages and benefits. In attendance at the meeting were Trustees Gilbert, Christophel and Smith, GM Devereux and ASM Figueroa. A copy of the minutes of the meeting were included in the Board packet.

**D. Personnel Committee**

The personnel Committee met on June 17 to review the information received from Kathleen Grace (Grace Consulting) on current market compensation and consider proposed bonus compensation for certain certificates and licenses. Grace Consulting has also been asked to assist with developing a salary range and assistance with preparing desk procedures for the administrative positions. The Committee reviewed and recommended specific salary adjustments for each of the District positions. In attendance at the meeting were Trustees Harris, Christophel and Jones, General Manager Devereux and HR Consultant Kathleen Grace. Trustee Harris chaired the meeting. A copy of the minutes of the Personnel Committee was included in the Board packet.

**E. Urbanization Committee**

The Urbanization Committee met on June 27. The Committee elected Trustee Avdis as chair to replace retired member John Shiels.

The Committee discussed the current District outreach efforts, sponsorship of the Natomas Pops in the Park and the strategy on illegal camping (homeless) in the floodways. In attendance at the meeting were Trustees Avdis, Gilbert and Jones, General Manager Devereux and PR Consultant Karen Pardieck. A copy of the minutes of the Urbanization Committee was provided in the Board packet.

**F. Legal Committee**

The Legal Committee met on June 30, 2016 to discuss the recent City of Roseville approval of the Amaruso Ranch project and its impacts within the Pleasant Grove Creek watershed. The Committee recommended the District join Sutter County in submitting a letter to the City regarding our concerns and requesting a meeting to discuss mitigation options. In attendance at the meeting were Trustees Avdis and Barandas and GM Devereux. Trustee Harris participated by phone. A copy of the minutes of the Legal Committee was included in the Board packet.

**5A. Adopt Resolution 2016-07-01 – 2016-17 Assessment Rate Resolution**

The District is required to adopt an Operation and Maintenance assessment rate each fiscal year. Resolution 2016-07-01 sets the rate at \$0.75 per \$100 of assessed value. This reflects no change in the assessment rate since 1997.

Motion by Trustee Harris to adopt Resolution 2016-07-01 setting the 2016-17 assessment rate at \$0.75 per \$100 of assessed value. The motion was seconded by Trustee Smith and carried by a unanimous vote.

**5B. Adopt 2016-17 Annual Budget**

General Manager Devereux reported a copy of the Final FY 2016-17 Budget has been included in the Board packet. The Budget reflects changes in how funds are presented in the budget and

includes wage and benefit changes recommended by the Personnel Committee. The Budget has been reviewed by the Operations, Personnel and Finance Committees.

Motion by Trustee Harris to adopt the 2016-17 Annual Budget as presented. The motion was seconded by Trustee Jones, duly put and carried by a unanimous vote.

**5C. California Special District Association 2016 Election – Seat B**

No action was taken on this item.

**5D. Ratify General Managers acceptance of Exclusive Drainage Easement – Regency 39 Investors LLC**

General Manager Devereux reported he negotiated terms for an exclusive five foot drainage easement adjacent to the D3 Drain for a previously designed school site in North Natomas that is no longer necessary and is being subdivided into single family residential lots. The Drain is located south of Elkhorn Blvd and will likely be eliminated as part of the future development of the adjacent Twin Rivers school site and Panhandle development projects to the east. The District currently has an easement along the drain with a 55-foot City acquired drainage easement. The City will quitclaim their easement to the property owner but the District still needs the additional five foot strip adjacent to our current easement to operate and maintain the drain. The property owner requested the District accept the five foot easement in advance of this Board meeting to meet critical deadlines with the City of Sacramento and school district. GM Devereux accepted the easement on behalf of the District and requests the Board ratify his acceptance.

Motion by Trustee Smith to ratify the General Managers acceptance of the easement. The motion was seconded by Trustee Barandas, duly put and carried by a unanimous vote.

**5E. Adopt Resolution 2016-07-2 – Banking Resolution**

The Board is required to adopt a resolution setting forth authorized signatures for County Warrants and Bank Accounts. Due to changes on the Board of Trustees, a new Banking Resolution is required to be filed with the Sacramento County Treasurer setting out the specimen signatures of all authorized signers. Staff has prepared a Resolution adding Trustee Jones to the authorized signers and removing retired Trustee Shiels. These are the only changes to the Banking Resolution previously approved in January 2016.

Motion by Trustee Harris to adopt Resolution 2016-07-02 (Banking Resolution) as presented. The motion was seconded by Trustee Jones, duly put and carried by a unanimous vote.

**5F. 2016-17 Auditor Selection**

Motion by Trustee Harris to award the 2016-17 Audit contract to Cropper Accountancy per the Finance Committee recommendation. The motion was seconded by Trustee Jones, duly put and carried by a unanimous vote.

**5G. Authorize Sponsorship for POPS in the Park – Natomas Community Event**

General Manager Devereux reported the POPS in the Park has replace Celebrate Natomas as a Community Event. He recommends sponsoring the event as part of the District outreach program. As part of our sponsorship we will have an information table at the event. The cost of the sponsorship recommended is \$1000.00.

Motion by Trustee Harris to sponsor the Natomas POPS in the Park event. The motion was seconded by Trustee Smith, duly put and carried by a unanimous vote.

**5H. Adoption of Official Pay Rate Schedule for 2016-17 (California Code of Regulations §570.5)**

Per the California Code of Regulations §570.5 the Board is required to adopt an Official Pay Rate Schedule and have it available for the public to review. Staff has prepared the Office Pay Rate Schedule for Fiscal Year 2016-17 based on the 2016-17 adopted budget, which includes approved pay rates for all employees. A copy of the Official Pay Rate schedule was included in the Board packet.

Motion by Trustee Jones to adopt the Official Pay Rate schedules as prepared and as required by California Code of Regulations §570.5. The motion was seconded by Trustee Barandas, duly put and carried by a unanimous vote.

**6. Items Schedule for information and Discussion – General Manager’s Report**

**A. Regional Flood Control Issues**

GM Devereux noted Trustee Barandas has covered regional flood control issues in his SAFCA report. The main concern is the Federal Budget or lack of and the hope that it does not delay the first construction contract on the COE Natomas Levee project. ACWA is a sponsor of Senate Bill 1298 dealing with Prop 218 and the legislation is to address and redefine “sewer services” to include drainage. GM Devereux has requested District Counsel review the applicability of this legislation to the District’s assessment. .

**B. Spring Levee Inspection**

General Manager Devereux reported the District levees are inspected twice a year by the California Department of Water Resources (DWR). In the fall inspection they rate the levees as acceptable or unacceptable in regards to maintenance. The spring inspection just identifies what needs to be addressed and does not give a rating. The spring inspection report by DWR was recently received with only routine maintenance issues noted.

**C. Amaruso Development - Roseville**

This item has already been address in the legal committee report and minutes. Staff is preparing a letter to submit to the City of Roseville requesting a meeting to review mitigation options in the Pleasant Grove Creek watershed. .

**D. Update Corps Design Progress Natomas Levee Improvements and Rights of Way Issues**

General Manager reported the first construction contract is still anticipated in the spring of 2017, pending outcome of the federal budget. SAFCA is developing a strategy and schedule on the rest of the work to be done and is recommending the focus be on the

Sacramento River Reaches A and B after completion of the American River (Reach I) and NEMDC (Reach H). Staff will be participating in a field trip with some community members to review the Reach I and H work and potential impacts. Trustees Christophel, Jones and Barandas expressed interest in participating in the field trip; but GM Devereux indicated it was only staff at this point.

E. Encroachment Permits Endorsed

General Manager Devereux reported he has not endorsed any encroachment permits. However he noted the owners of 4061 Garden Hwy have requested assistance to get the permit they submitted 18 months ago for a house addition approved. It seems to be stalled at the Corps of Engineers.

F. Habitat Conservation Plan Issue (Update)

General Manager Devereux reported he has been working with Miriam Green and Craig Stevens, our biological consulting team, reviewing and creating an operations and maintenance activity list. They are comparing the current restrictions in the HCP against our current maintenance practices. They are about 90% done with the review. They will be developing Best Management Practices (BMPs) for the District consistent with the current HCP.

G. Strategic Plan Implementation Update

General Manager Devereux reported he has been working with James McComb on the Strategic Plan who is currently working on the Succession Plan. A draft plan will be presented to the Personnel Committee this month.

H. Update Homeless coordination with stakeholders

This item was previously discussed in the Urbanization Committee report and minutes

I. Standing Committee Schedules

Per the Board's request ASM Figueroa has created standing committee schedules for each committee for the coming year. A copy of the proposed standing committee dates will be provided at the end of the Board meeting.

6) Trustee's Reports

Trustee Harris reported he has received the last of the GM evaluations from the Board. Trustee Christophel reported the GM's evaluation will be in a Closed Session at the next Board meeting.

7) Public Outreach Report – Karen Pardieck

Ms. Pardieck reported she and Trustee Jones went on a tour of the District with GM Devereux. GM Devereux and Ms. Pardieck interviewed two video firms yesterday and will take their recommendation to the Urbanization Committee at the next meeting. Ms. Pardieck met with Butch Hodgkins regarding the flood model and they will be meeting with a staff member of the Natomas Unified School District in the near future. She has also been working on the annual newsletter and

submitted a bio and information on the appointment of Trustee Jones to our Board to ACWA which was published in their most recent newsletter.

ASM Figueroa reported Ms. Pardieck has put together a nice document on the District's Community Outreach for the renewal of the Transparency Certification through the CSDA.

8) District Counsel's Report

Attorney Day reported on activity of his firm on behalf of the District for May and June 2016.

9) Superintendent's Report

Superintendent Caldwell reported construction on the corporate yard office is continuing and is nearly complete. The electrical works is being completed today and the HVAC will go in next week. There was no pumping in May or June. In May the crews spent the majority of their time on spraying and mowing the exterior levees and in the June concentrated on the urban area mowing.

There being no further business to come before the Board the meeting was adjourned.

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President

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Secretary