



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

1633 GARDEN HIGHWAY
SACRAMENTO, CA 95833

FRIDAY, JUNE 7, 2019

8:00 A.M.

AGENDA

1. PRELIMINARY

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

2. PRESENTATIONS

No presentations scheduled for this meeting.

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

5. CONSENT CALENDAR

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

- 5.1. APPROVAL OF MINUTES: Approval of Minutes from May 10, 2019 Regular Board Meeting.
- 5.2. TREASURER'S REPORT: Approve Treasurer's Report for May 2019.
- 5.3. EXPENDITURE REPORT: Review and Accept Report for May 2019.
- 5.4. BUDGET TO ACTUAL REPORT: Review and Accept Report for May 2019.
- 5.5. AUTHORIZATION TO ACCEPT EASEMENT: Review and Consider Adoption of Resolution No. 2019-6-1 Authorizing General Manager to Accept Grant of Easement Deed from Sacramento Area Flood Control Agency.
- 5.6. REVIEW AND CONSIDER AUTHORIZATION TO EXECUTE PROFESSIONAL SERVICES AGREEMENT: Review and Consider Authorizing General Manager to Execute Professional Services Agreement with Cropper Accountancy Corporation for Audit Service for 2019/2020.

6. SCHEDULED ITEMS

- 6.1. REVIEW AND CONSIDER APPROVAL OF FISCAL YEAR 2019/2020 BUDGET: Review and Consider Adoption of Resolution No. 2019-6-2 Approving Fiscal Year 2019/2020 Budget.
- 6.2. REVIEW AND CONSIDER ADOPTION OF OFFICIAL PAY RATE SCHEDULE FOR FISCAL YEAR 2019/2020: Review and Consider Adoption of Resolution No. 2019-6-3 Approving Official Pay Rate Schedule for Fiscal Year 2019/2020.

7. BOARD OF TRUSTEE'S COMMENTS

7.1. BOARD ACTIVITY UPDATES:

7.1.1. RD 1000 Committee Meetings Since Last Board Meeting

- Ad-Hoc Committee – Habitat Conservation Plan (HCP) (Christophel, Avdis, Barandas, & Burns) May 23, 2019
- Executive Committee (Smith & Barandas) May 29, 2019

7.1.2. RD 1000 Committees No Meetings Since Last Board Meeting

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

7.1.3. Trustee's Comments/Reports

8. CLOSED SESSION

8.1. No Closed Session Items

9. RECONVENE TO OPEN SESSION

9.1. No Closed Session Items

10. ADJOURN

TITLE: General Manager's Report – May 2019

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

EXECUTIVE SUMMARY:

This Staff Report is intended to report the noteworthy activities and events of the District. Noteworthy activity from May included Fiscal Year 2019/2020 Budget Preparation and work on removal of unauthorized encroachments. In summary, the District had a productive and successful month. Our key activities and achievements are presented below:

BACKGROUND:

1. Administration Services

a. Finance

i. Budget Fiscal Year 2019-2020: The following Budget Timeline outlines the process to date and future milestones necessary to have a final budget ready for the Trustees to consider for adoption during the June 2019 Board Meeting.

1. Personnel Committee – Met (April 4) and reviewed Staff's recommendation on Cost of Living Adjustments (COLA) and Salary Adjustments per the Board's Compensation Philosophy.
2. Operations Committee – Met (April 9) and reviewed Budget assumptions for Operations & Maintenance (O&M) and Capital Improvement Program (CIP).
3. Finance Committee – Met (April 19) and reviewed the Draft Budget and Projected Cash Flow Analysis.
4. May 10, 2019 – RD 1000 Board Meeting - Presented Draft Budget to Trustees for review and comment. Staff received comments from the Trustees.
5. June 7, 2019 – RD 1000 Board Meeting - Present Final Budget to Trustees for consideration of adoption.

b. Human Resources

i. No Update.

2. District Operations

a. Flood Operations:

- i. No Update.

3. Development Projects

a. Greenbriar

- i. The District worked with Mark Rodgers, Greenbriar Development Engineer, on providing an encroachment agreement to the City/County for bridge improvements planned on District facilities. West Yost Engineering is completed modeling of the hydraulic impacts of the proposed project.
- ii. Met with City of Sacramento Utilities Depart. regarding encroachment permit on May 31, 2019.

b. Garden Highway Homes LLC

- i. No Update.

c. Sunset Area Plan/ Placer Ranch (Placer County)

- i. No Update.

d. Metro Air Park

- i. No Update.

e. The Cove Phase II

- i. No Update.

4. Capital Improvement Projects

a. SCADA:

- i. No Update.

5. Natomas Levee Improvement Projects

a. Reach A

- i. USACE anticipates 65% design in July 2019, followed by 95% design in January 2020. Project Design Team is evaluating levee modification options for inclusion in 65% design and determining right of way needs to be included in Corps "take letter".

b. Reach B

- i. Contract award scheduled September 2019; construction in 2020-2021. 90% plans submitted December 2018; final bid plans by July 2019. Reach south of Radio Road will be bid as an option pending completion of right of way acquisition. Work includes the relocation of the NCMWC Riverside Canal and modifications to Plant 3 discharge pipes and removal of gravity drain. SAFCA is currently negotiating with several residents to purchase properties and have initiated condemnation actions where necessary.

District has requested the design include a physical barrier between Garden Highway and top of proposed adjacent levee which the Corps has opined would be a “betterment”. District and SAFCA are making the case for inclusion as a project cost

- ii. I-5 Window; Construction award scheduled January 2020 with construction in spring 2020. 65% plans to be complete by the end of May for submission to Caltrans for review; design proposed landside floodwall at the top of levee to avoid fill on freeway piers.
- c. Reach C
 - i. No reportable items.
- d. Reach D
 - i. Contract construction commenced in August 2018 with initial excavation for the proposed relocated Vestal Drain. Work resumed on Reach D the week of April 22nd. RD 1000 Staff will be attending weekly project meetings during construction. Mead and Hunt are reviewing information related to the Plant 4 reconstruction. Corps is pushing to complete reconstruction of Plant 4 by end of 2019.
- e. Reach E
 - i. USACE anticipates 35% design by mid-June, 2019, 65% design November 1, 90% in December, with construction award anticipated in the 3rd quarter of 2020. The work is being done by Corps staff outside Sacramento. They will be conducting a limited Value Engineering study of the 35% plans in late June.
- f. Reach F
 - i. Anticipated Award 2022. Corps has prepared a draft hydraulic Basis of Design. Work is being done by Corps staff outside Sacramento
- g. Reach G
 - i. Anticipated Award 2022. Corps has prepared a draft hydraulic Basis of Design. Work is being done by Corps staff outside Sacramento
- h. Reach H
 - i. Contract awarded January 2019 to Inquip Associates Inc (\$41.7 M). Construction 2019-2020. Proposed work includes levee de-grade for construction of slurry cutoff wall; slope flattening and landside access and patrol road.
 - ii. State DWR still working on real estate acquisitions for construction of landside access road.
 - iii. Inquip started drilling Monday (4/29), starting between San Juan and West El Camino. Removal of paved bike trail commenced the week of May 27.

- iv. Materials will be laid down in the District provided staging areas just south of the Interstate 80 crossing of the Natomas East Main Drain Canal (NEMDC).
- v. Inquip submitted a Fence Relocation Protocol for review by USACE. All proposals conform to the procedures discussed previously and seem to protect personal property and security of those residents living adjacent to the levee toe. District has been coordinating with SAFCA and the landowners on specific relocation issues. House at 200 Cleveland Avenue purchased by SAFCA to be removed.
- vi. SAFCA is working with SMUD for relocation of the utility poles

i. Reach I

- i. Contract 1 awarded 2018 to Inquip Associates Inc (\$23.8 M). Work commenced December 2018 with relocation of bike trail under I-5. Relocation work on City water line commenced the week of May 20 with partial lane closures along Garden Highway under I-5. Due to high river levels the construction trailers have been moved to the landside of Garden Highway along Azusa Street and the waterline pipes are being stored adjacent to Sand Cove park on the SAFCA property near I-80.
- ii. Slurry wall construction to start June 2019 pending approval of slurry mix design. Garden Highway hard closure for work between Truxel and Northgate will coincide with initiation of slurry wall construction (June/July).
- iii. Contract 2 includes landside access road, slope flattening and tree removals. Contract award scheduled 2021.

6. Outreach

a. Newsletter

- i. No update.

7. Miscellaneous

a. DWR Flood Maintenance Assistance Program (FMAP)

- i. The District received the fully executed Funding Agreement (FA) for the DWR Flood Maintenance Assistance Program (FMAP). The District will begin working on the projects identified in the grant and has already placed an order for the equipment.

b. Unauthorized Encampments

- i. GM King mailed letters to Sacramento County Regional Parks, Sacramento County Sheriff's Department and City of Sacramento Police Department on May 14, 2019 requesting assistance with the immediate removal of unauthorized encampments on the District's levee system. Courtesy copies of the letters were also provided to various elected officials ranging

from U.S. House of Representatives to local City Councilmembers. After the letters went out GM King met with Sac. County Parks, City of Sacramento Executives and Police Department Staff and Central Valley Flood Protection Board (CVFPB) staff. GM King also gave statements at the CVFPB Board meeting on May 24. The letters have been effective in bringing attention to our concerns and the response from the contacted agencies has been favorable. District staff is still encouraging agencies to develop policy, ordinances and potential state statutes to designate the Levee System as critical public safety infrastructure and prohibit camping.

- ii. GM King will be attending the Floodplain Management Conference (San Diego) in September 2019 and has been asked to participate on a panel discussion regarding unauthorized encampments.
 - iii. GM King will meet with Central California Flood Control Association in July to discuss potential legislation and assistance from the Associations lobbyists.
 - iv. GM King will be hosting a tour of the Levee System for the CVFPB Board in July. The exact date of the tour is still to be determined.
 - v. City of Sacramento Police Department will be at the District office on June 12 to provide training to District staff on tools and techniques to handle interactions with homeless individuals.
- c. Meet & Greet – Sacramento City Councilmember Hansen
- i. GM King and ASM Gutierrez met with Sacramento City Councilmember Sean Hansen on May 30th.
- d. Sacramento Area Flood Control Agency (SAFCA)
- i. Board Meeting – May 16, 2019
 - 1. RESOLUTION OF APPRECIATION
Resolution No. 2019-047 - Recognizing Colonel David G. Ray for His Contributions 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 (Johnson)Government Code Section 54956.8 - Conference with Real Property Negotiators
 - 2. CLOSED SESSION
 - a. Government Code Section 54956.9(c) - Consultation with Agency Counsel (Gilchrist, Johnson, Campbell, Bassett) Regarding Litigation: Decision to Initiate Litigation - One potential case
 - i. Motion by Director Harris and seconded by Director

Serna, to increase the amount of relocation payments to Jim, Rosa and Cindy Johnson to be an amount not to exceed \$120,000, plus closing costs, on a comparable, replacement dwelling. The increase is justified in that the project cannot proceed on a timely basis because comparable housing cannot be found and:

1. there is little availability of comparable replacement housing in the project area and replacement dwellings are not available within the limits of California. Govt. Code Sections 7263 or 7261;
2. the Johnsons have limited resources available to provide comparable replacement housing; and
3. Two of the Johnsons are elderly, and one is ill and confined to the first floor of the home.

3. EXECUTIVE DIRECTOR'S REPORT

a. Executive Director's Report for May 16, 2019 – no action.

4. CONSENT MATTERS: Motion by Director Holloway and seconded by Director Jennings to approve the Action Summary of April 18, 2019 and Resolution Nos: 2019-048; 2019-049; 2019-050; 2019-051; 2019-052; 2019-053; 2019-054; 2019-055; 2019-056; 2019-057; 2019-058; and 2019-059 of the Consent Matters.

a. Adopting the Action Summary for April 18, 2019 (Russell)

b. Resolutions - Closing Funds for the Consolidated Capital Assessment District and North Area Local Project Capital Assessment District No. 2 (Campbell)

i. Resolution No. 2019-048 - Authorizing the Transfer of the Consolidated Capital Assessment District Fund Balance to the Consolidated Capital Assessment District No. 2 Fund.

ii. Resolution No. 2019-049 - Authorizing the Transfer of the North Area Local Project Capital Assessment District No. 2 Fund Balance to the Consolidated Capital Assessment District No. 2 Fund Resolution No. 2019-042 - Authorizing the Executive Director to Execute a Consulting Services Contract with Sills Ag Consulting, Inc. for Agricultural Soils Consulting Services (Sorgen)

- c. Resolution No. 2019-050 - Adoption of Addendum No. 4 to the Final Environmental Impact Report (State Clearinghouse #2009112025) on the Natomas Levee Improvement Program Phase 4b Landside Improvements Project (November 2010) and Approval of Modifications to the Natomas Levee Improvement Program Phase 4b Project (Sorgen)
- d. Resolution No. 2019-051 - Authorizing the Executive Director to Execute a Contract with Guardian for Continuation of Ancillary Health and Welfare Benefits (Campbell)
- e. Resolution No. 2019-052 - Authorizing the Executive Director to Prepare and Submit a Grant Application and Related Materials for Groundwater Recharge Activities in the Vicinity of the Cosumnes River in South Sacramento County (Bardini)
- f. Resolutions - Authorizing the Executive Director to Execute Agreements for Relocation of Sacramento Municipal Utility District Electrical Distribution Facilities Related to the American River Watershed Common Features, Natomas Basin Project (Bassett)
 - i. Resolution No. 2019-053 - Reach A
 - ii. Resolution No. 2019-054 - Reach B
 - iii. Resolution No. 2019-055 - Reach H
 - iv. Resolution No. 2019-056 - Reach I
- g. Resolutions - Authorizing the Executive Director to Execute Agreements with Reclamation District No. 1000 for Costs Related to the American River Watershed Common Features, Natomas Basin Project
 - i. Resolution No. 2019-057 - Relocation of Sacramento Municipal Utility District's Electrical Service to Pumping Plant 3
 - ii. Resolution No. 2019-058 - Relocation of Pacific Gas & Electric's Electrical Service to Pumping Plant 4
- h. Resolution No. 2019-059 - Authorizing the Executive Director to Execute Amendment No. 6 to Contract No. 1199 with GEI Consultants, Inc. for Engineering Services for Improvements Along the Sac. River East Levee Between the Mouth of the American River to Freeport (Ghelfi)

5. SEPARATE MATTERS

- a. Information - Presenting Fiscal Year 2019-20 Proposed Budget (Campbell) – no action
- b. Resolution No. 2019-060 - Approving Contract Documents and Authorizing the Executive Director to Advertise the Contract No. 4452 for Bid - Sacramento River East Levee Improvements - Beach-Stone Lakes Woodland Mitigation and Enhancement Project, Sacramento County, California (Ghelfi)
- c. Resolution No. 2019-061 - Approving an Agency Alignment Implementation Plan for the Proposed Pilot Feasibility Study for Yolo Bypass Integrated Multi-Benefit Program (Johnson)
- d. Resolutions - Authorizing the Executive Director to Execute Contract Actions for the Bryte Landfill Remediation Project, Yolo County, California (Tibbitts)
 - i. Resolution No. 2019-062 - Negotiate and Execute an Amendment to the Funding Agreement with the State of California, Department of Water Resources
 - ii. Resolution No. 2019-063 - Awarding Construction Contract No. 4444 to the Lowest Responsive and Responsible Bidder and Authorizing the Executive Director to Execute the Contract
- e. Resolutions - Authorizing the Executive Director to Amend Consulting Services Contracts for Flood Risk Management Planning Services and Environmental Services on an As-Needed Basis to Support Execution of SAFCA's Programs and Projects (Bardini)
 - i. Resolution No. 2019-064: Aecom Technical Services, Inc., Amendment No. 1 to Contract No. 1451
 - ii. Resolution No. 2019-065: cbec Inc., Eco Engineering, Amendment No. 2 to Contract No. 1452
 - iii. Resolution No. 2019-066: GEI Consultants, Inc., Amendment No. 1 to Contract No. 1453
 - iv. Resolution No. 2019-067: HDR Engineering, Inc., Amendment No. 1 to Contact No. 1454
 - v. Resolution No. 2019-068: ICF Jones & Stokes, Inc., Amendment No. 1 to Contract No. 1455

- vi. Resolution No. 2019-069: CH2M Hill Engineers, Inc., Amendment No. 1 to Contract No. 1456
- vii. Resolution No. 2019-070: Kjeldsen, Sinnock & Neudeck, Inc., Amendment No. 1 to Contract No. 1457
- viii. Resolution No. 2019-071: Larsen Wurzel & Associates, Inc., Amendment No. 1 to Contract No. 1458
- ix. Resolution No. 2019-072: MBK Engineers, Amendment No. 1 to Contract No. 1459
- x. Resolution No. 2019-073: Northwest Hydraulic Consultants, Amendment No. 2 to Contract No. 1460
- xi. Resolution No. 2019-074: Stantec Consulting Services, Inc., Amendment No. 1 to Contract No. 1461
- xii. Resolution No. 2019-075: Tetra Tech, Inc., Amendment No. 1 to Contract No. 1462
- xiii. Resolution No. 2019-076: Wood Rodgers, Inc., Amendment No. 1 to Contract No. 1463
- xiv. Resolution No. 2019-077: Woodard & Curran Inc., Amendment No. 1 to Contract No. 1464
- xv. Resolution No. 2019-078: Aecom Technical Services, Inc., Amendment No. 2 to Contract No. 1344
- xvi. Resolution No. 2019-079: Environmental Science Associates, Amendment No. 2 to Contract No. 1345
- xvii. Resolution No. 2019-080: GEI Consultants Inc., Amendment No. 8 to Contract No. 1346
- xviii. Resolution No. 2019-081: ICF Jones & Stokes, Inc., Amendment No. 3 to Contract No. 1347

e. Correspondence Received

- i. On May 15, 2019, District received correspondence from Liz Bellas, Sacramento County Regional Parks. (See Attachment 1)

ATTACHMENTS:

1. Correspondence Received May 15, 2019 (Bellas)

STAFF RESPONSIBLE FOR REPORT:



Kevin L. King, General Manager

Date: 06/03/2019

Regional Parks Department
Liz Bellas, Director



County of Sacramento

Divisions
Administration
Golf
Leisure Services
Maintenance
Rangers
Therapeutic Recreation Services

May 15, 2019

Kevin King, General Manager
Reclamation District 1000
1633 Garden Highway
Sacramento, CA 95833

Subject: Response to your letter-Request for Immediate Assistance with the Removal of Unauthorized Encampments from the District's Levee System

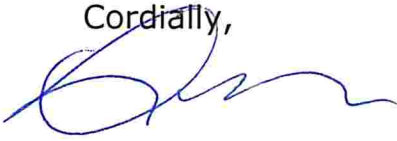
Dear Mr. King,

We are in receipt of your letter dated May 14, 2019 requesting immediate assistance with the removal of unauthorized encampments from the District's Levee System.

As you noted, we have successfully collaborated in the past to address these issues, including the pursuit of felony charges against individuals who have damaged the levees within the American River Parkway. We would like to meet with your staff, representatives from American River Flood Control District, and City of Sacramento as soon as possible to outline the steps we will take immediately and moving forward to continue our collaborative efforts. This continued partnership and coordination is critical to protecting both the citizens of our County as well the natural resources that make up the American River Parkway. I understand you may have a meeting scheduled with city staff later this week. If it would be beneficial, I am happy to meet at that same time.

I may be reached at bellase@saccounty.net or at 916-875-5925 to discuss further.

Cordially,



Liz Bellas
Director

Courtesy Copy:

The Honorable Doris O. Matsui, U.S. House of Representatives
The Honorable Richard Pan, Senate Member
The Honorable Kevin McCarty, Assembly Member
Supervisor Phil Serna, County of Sacramento
County Executive Nav Gill, County of Sacramento
Michael Done, Chief Ranger, Regional Parks
City Manager, Howard Chan, City of Sacramento
Shannon Brown, Interim Director Parks, City of Sacramento
Michael Wright, Central Valley Flood Protection Board
Sterling York, California Department of Water Resources
Richard M. Johnson, Sacramento Area Flood Control Agency
Tim Kerr, American River Flood Control District

DATE: June 7, 2019

AGENDA ITEM NO. 4.2

TITLE: Superintendent's Report

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

EXECUTIVE SUMMARY:

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

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

RECOMMENDATION:

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

ATTACHMENTS:

1. Superintendent's Report Data Sheet

STAFF RESPONSIBLE FOR REPORT:



Donald Caldwell, Superintendent

Date: 05/31/2019



Kevin L. King, General Manager

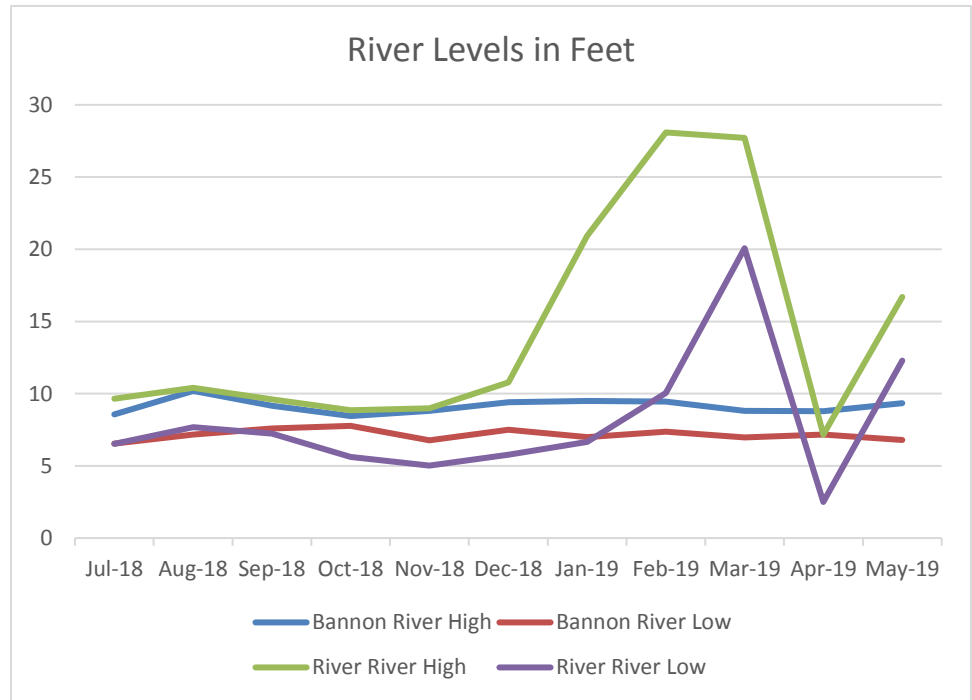
Date: 05/31/2019



River Levels:

Bannon H: 9.33'
L: 6.79'

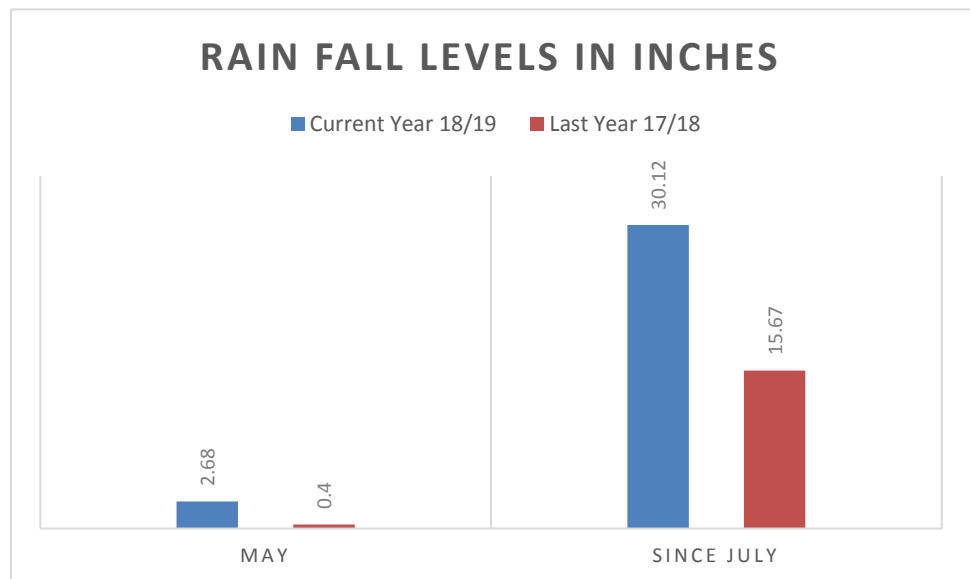
River H: 16.69'
L: 12.28'



Rain Fall Totals:

Rain totals for the month of May were 2.68"

Rain totals since July 1st were 30.12"



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

RD 1000 Field Crew	*Field Hours Worked	Activity
	16	Grounds
	79.5	Pump Rounds
	6	Ditch Maintenance
	45	Levee Maintenance
	66.5	Garbage
	692	Mowing
	18	Upper GGS
	197	Equipment Repairs

**Hours worked do not include: sick, vacation, holiday or Superintendent's time*

Pumping

The district did some pumping for a small rain events in the month of May

Pumping Plant	Pump	Hours and A/F
Plant 1-B	Pump # 1	120.2 hours and 1177.96 A/F
	Pump # 6	1.1 hours and 10.78 A/F
Plant 3	Pump # 1	56.4 hours and 208.68 A/F

Safety topics for the month of May: Vehicles and Equipment – Daily Inspections

Superintendent Additional Comments: Second greatest rainfall record for the District to date, 30.12", only surpassed by 2017 with a rainfall total as of May being 30.76"

DATE: June 7, 2019

AGENDA ITEM NO. 4.3

TITLE: District Counsel's Report – May 2019

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

EXECUTIVE SUMMARY:

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

ATTACHMENTS:

None

STAFF RESPONSIBLE FOR REPORT:



Kevin L. King, General Manager

Date: 06/03/2019

DATE: JUNE 7, 2019

AGENDA ITEM NO. 5.1

TITLE: Approval of Minutes

SUBJECT: Approval of Minutes from May 10, 2019 Regular Board Meeting

EXECUTIVE SUMMARY:

This staff report is intended to serve as the official record of monthly meetings of the Board of Trustees. This document details meeting participants, proof of items discussed, summaries of board meeting discussion, and vote actions taken by the Board. Staff recommends Board approval of the May 10, 2019 Board Meeting Minutes.

BACKGROUND:

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

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

RECOMMENDATION:

Staff Recommends the Board approve the Minutes from the May 10, 2019 Board of Trustees Meeting.

FINANCIAL IMPACT:

None.

ATTACHMENTS:

1. May 10, 2019, Board Meeting Minutes

STAFF RESPONSIBLE FOR REPORT:



Joleen Gutierrez, Administrative Services Manager

Date: 05/29/2019



Kevin L. King, General Manager

Date: 05/29/2019

**Reclamation District 1000
Board of Trustees Meeting**

1633 Garden Highway
Sacramento, CA 95833

**MAY 10, 2019
MEETING MINUTES**

The Reclamation District 1000 Board of Trustees met in regular session on this date at the District Office. Present were: Board Vice President Tom Barandas; Trustee Nick Avdis; Trustee David Christophel; Trustee Chris Burns; Trustee Fred Harris; General Manager Kevin King; District Counsel Jim Day; Administrative Services Manager Joleen Gutierrez; District Superintendent Don Caldwell; and Administrative Assistant Christina Forehand.

Absent: Board President Jeff Smith; Trustee Thom Gilbert

1. Preliminary

The meeting was called to order by Board Vice President, Tom Barandas. After the Pledge of Allegiance, the Board was given the opportunity to disclose any potential conflicts of interest for items listed on the agenda. Trustee Avdis made known that he represents Greenbriar and would not participate in Greenbriar development discussion.

2. Presentations

Steelhead Creek – Urban Creek Restoration Grant Project – Presented by Dr. Roland Brady and Crystal Tobias. A proposal to do planning for Steelhead Creek (Natomas East Main Drain) in order to restore the creek as a nature preserve. Dr. Roland and Crystal Tobias would like RD1000 to co-sponsor or participate in a 2-year grant project “Urban Stream Restoration Program” to restore the watershed in urban areas. The expectation for the project is to stabilize the bottom of streams damaged by homeless campers where trash lines banks and the river. Dr. Brady reported the volume of debris collecting on the bottom of the channel is detrimental and creates a barrier for burrowing aquatic insects. The substrate water doesn’t have oxygen, therefore, plants, and animals can’t survive on the bottom of this channel. The proposal being submitted to DWR is planning only grant (no implementation) – it will include collaboration with other agencies and stakeholders to come up with a way to approach the stream from the Confluence to Sacramento River up to Silver Eagle Bridge. The plan will be shovel ready for habitat improvements in

Steelhead Creek. The goals of the Urban Stream Restoration Program is to protect/enhance/restore natural ecological values of the stream; to increase restore habitat and fish passage/survivability; remove solid waste from floodplain within channel; and to develop a long-term plan to reduce solid waste in the floodplain and channel; control bank erosion; control soil erosion along banks; remove invasive vegetation and replace with natural plants, and promote community involvement to maintain restoration. RD1000 will take some time to thoroughly consider Dr. Brady's proposal as District participation comes with a financial commitment of District resources.

3. Public Comment

There were no public comments.

4. Informational Items

4.1 – General Manager's Report: GM King provided a written summary in the May board packet, which discussed District activities since the April 2019 Board Meeting.

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

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

5. Consent Calendar

Without discussion, all items on the Consent Calendar: 5.1 Approval of Minutes; 5.1 Treasurer's Report; 5.3 Expenditure Report; 5.4 Budget to Actual Report; 5.5 Authorization to Invest in Sacramento City Pool A; 5.6 Authorization to Execute Cost Share Agreement (with SAFCA for relocation of District's Pumping Plant No. 3; and 5.7 Authorization to Execute Cost Share Agreement, were moved for approval by Trustee Harris, seconded by Trustee Advis, all in favor, motions carry.

6. Scheduled Items

GM King provided written summaries of items for discussion and public comment.

6.1 – Fiscal Year 2019/2020 Budget: Review and Discuss Draft Budget for fiscal year 2019/2020.

GM King introduced the new 2019-2020 budget format. Trustee Avdis asked if the budget included isolated funds for homeless encampment clean up and whether a procedure is in place to track staff time spent on these activities. GM King stated that

a weighted employee rate that captures all indirect costs should be developed. This will also be beneficial toward recouping costs the District incurs from time spent on developers. As for the budget, legal expenses, trustee compensation, and O/M will receive additional line item funds to cover increased costs related to homeless encampments and illegal dumping throughout the District. Further, GM King noted the expense for trash and debris removal has tripled in the past few years.

Trustee Burns asked if we are billing out developers. GM King stated that currently, only hourly rates are reimbursed and not a weighted rate. GM King has budgeted to hire a consulting firm to conduct a full financial plan as well as an indirect cost study and determine what billing rates should be for full cost recovery.

Trustee Barandas expressed concern over tasks that are not being completed due to staff time spent on homeless encampment activities and inquired about budgeting for temporary help. GM King explained that funds were not budgeted temporary help for the field activities. That aside, he will check back in with the Board as a mid-year review to see if adjustments need to be made.

GM King made known the 2019-2020 budget is unbalanced by \$500,000, and this will come out of Capital. After reviewing District operations, GM King finds it necessary to conduct some future planning and suggests taking an in-depth look at our CIP. This will be helpful in understanding the true lifecycle replacement so the District may proactive in timely budgeting and replacement of capital assets.

GM King has budgeted to increase contributions to CalPERS OPEB unfunded liability by \$3,000 this year and thereafter by 2k - 5k annually - on a 15-year amortization schedule. By paying down the District's unfunded liability, the District could potentially save \$350,000, if the market continues to perform well. He explained that the District is able to make additional payments because of employees retiring from the District at a higher OPEB cost. The extra cost would not have a financial impact because we have already adjusted to paying a higher amount for some time.

Trustee Burns asked about election budgeting as he did not feel the budgeted number adequately supports costs of an election ballot mailing. GM King will adjust as necessary.

A budget vote will take place during the June Board meeting.

6.2 – Approve Letter of Support And Participation as a Project Sponsor: Authorizing General Manager to Submit Letter of Support for Steelhead Creek Restoration Planning Grant and Participate as a Project Sponsor.

This item was covered during a project proposal presentation by Dr. Roland Brady and Crystal Tobias. It was determined more time is necessary to understand the District's ongoing commitment to this project fully. A new deadline to make a decision should be set four months out from the May board meeting date. No action was taken.

6.3 – Review and Authorize District Correspondence: Consider Authorizing the General Manager to Submit a Letter to the Appropriate Agencies Requesting Assistance with the Immediate Removal of Unauthorized Encampments on the District Levee System, which Impede the District's Ability to Perform its Public Safety Responsibilities to Monitor, Maintain, Rebuild, Construct, and Operate the Levee System.

Various agencies are asking the Board to submit a letter of request to enforcement agencies for assistance with the immediate removal of unauthorized homeless encampments from the levee system. There has been an increase in damage to the levee system from excavation by homeless campers and concealed holes covered up by tents and tarps. Staff is asking the Board to send a letter of request for immediate assistance because RD 1000 is unable to fulfill its mission of flood protection and levee maintenance until encampments are removed. Trustee Avdis was vocal of his support of sending a letter notifying law enforcement agencies (City/County/DWR/ Central Valley Flood Protection Board with a copy to SAFCA) for assistance so that RD 1000 can adequately maintain its levees. The Board discussed sending to local City Council, County Board of Supervisors Congresswoman Doris Matsui, and Homeless advocates. A comprehensive list of organizations and advocates in support will be developed by GM King. There was no public comment. A motion was made by Trustee Avdis to authorize sending a letter to enforcement agencies requesting assistance with immediate removal of unauthorized encampments along the levee system. Trustee Burns seconded, by unanimous vote, motion carries.

Draft letter (Item 6.3, Attachment No. 1) directed to various agencies requesting assistance with the removal of levee encroachments was included in the board packet.

6.4 – Discuss Development of District Policy: Development of District Policy to Address Unauthorized Encampments on District Levee System.

GM King asked the Board for direction concerning 10k for legal counsel and possibly an ad-hoc committee to develop District policies to address unauthorized

encampments and other levee encroachments on the District's levee system. He stated illegal camping is impacting the District's ability to complete daily activities. There is a safety issue, as the District's field crew is having to work around campers. Trustee Avdis requested that the District track all related expenses initiated from the problems we are having on the levee and drainage system related to homeless encampments. GM King reported that one fix has already cost the District \$3500 to repair. The Legal Committee, Operations Committee, and Urbanization Committees will work on developing a policy to address unauthorized encampments. The Board provided direction; no action is necessary. Counsel Jim Day requested that the letter include quoted provisions in the Martin vs. City of Boise regarding "cruel and unusual punishment," which does not apply to all properties in all situations.

7. Board of Trustees' Comments

7.1 – Board Activity Updates

7.1.1 RD 1000 Committee Meetings

Summaries of Finance and Executive Committee meetings were included in the board packet.

Trustee Barandas gave a verbal report of the April SAFCA meeting. He reported that SAFCA staff is formulating an Urban Tree Policy. This is in addition to mitigation issues. The policy would designate tree planting funds, and send funds to the City and County of Sacramento to plant trees through their established tree planting programs.

SAFCA staff continues to work through issues surrounding the Sacramento Weir Project. SAFCA expects to have a large item resolved by their June board meeting.

SAFCA is working on property acquisition for the new location of the Bryte Landfill, which has to do with the widening of the Sacramento Weir; Yolo County gained possession of the property and is transferring title to SAFCA. An agreement was made with the property owner to relinquish ownership. With property acquisition completed, they were able to put out the construction contract. There were five bidders and four Bids received were below engineer estimates. There will be a two week waiting period for possible protests, and then the contract will be awarded to the lowest bidder.

SAFCA continues to work with Indian United Auburn Indian community on reinterment sites in the Pocket are to be used if or when Native American burial sites need to be disturbed during the levee work.

The City has identified 80 encroachments that will need correction in the Pocket area in the 2020 construction year.

Trustee Barandas provided updates on the Natomas Levee project.

7.1.2 RD 1000 Committee Meetings No Meetings Since Last Board Meeting

8. Closed Session

8.1 – There were no Closed Session items.

9. Reconvene to Open Session

9.1 – There were no Closed Session items.

10. Meeting Adjourned

TITLE: Treasurer's Report

SUBJECT: Approve Treasurer's Report for May 2019

EXECUTIVE SUMMARY:

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

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

Noteworthy fund and cash flow items in the month of May 2019 are specified in the attached Treasurer's Report.

BACKGROUND:

Income and Cash

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

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

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

RECOMMENDATION:

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

FINANCIAL IMPACT:

None.

ATTACHMENTS:

1. Treasurer's Report

STAFF RESPONSIBLE FOR REPORT:



Joleen Gutierrez, Administrative Services Manager

Date: 05/29/2019



Kevin L. King, General Manager

Date: 05/29/2019

**Reclamation District 1000
Treasurer's Report
May 2019**

Treasurer's Report for May 2019

May 2019	
Total Funds	9,189,788.04
Bank of the West - Checking	159,737.92
Bank of the West - Money Market	217,783.96
Sacramento County Treasurer	2,386,524.89
State Treasurer - Local Agency Investment Fund	4,365,959.63
City of Sacramento - Pool A	2,059,781.64

May 2019 - Operations and Maintenance Cash Flow			
Beginning Balance			2,609,206.35
	Income	Expense	
Current months receipts	0.00		0.00
Transfer from money market account	250,000.00		250,000.00
Accounts Payable*		(169,239.64)	(169,239.64)
Payroll		(143,703.90)	(143,703.90)
Ending Balance			2,546,262.81

*See Attached Check Register

The district received \$10,327.92 into the County Treasury during April 2019. Because of the timing of receipt of the County Treasury statements, these amounts were not previously reported. Amounts are for the Q3 interest allocation (\$9,688) and the remaining tax assessments (\$639.92) for FY 17-18.

DATE: JUNE 7, 2019

AGENDA ITEM NO. 5.3

TITLE: Expenditure Report

SUBJECT: Review and Accept Report for May 2019

EXECUTIVE SUMMARY:

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

BACKGROUND:

Expenses

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

A highlight of expenditures for the month of May:

Engineering consultants have been active with current developments, H.T Harvey has been actively working on Habitat Conservation Plan (HCP) matters, Brookman Security continues District night patrols, parts for v-drain facility repairs have been purchased, and increased power charges (for District pumping) is seen from SMUD.

RECOMMENDATION:

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

FINANCIAL IMPACT:

None.

ATTACHMENTS:

1. May 2019 Expenditure Report

STAFF RESPONSIBLE FOR REPORT:



Joleen Gutierrez, Administrative Services Manager

Date: 05/29/2019



Kevin L. King, General Manager

Date: 05/29/2019

**AGENDA ITEM 5.3
ATTACHMENT NO. 1**

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Cash and Investments							222,681.46
1010.00 - Bank of the West Checking Acct							222,681.46
General Journal	05/01/2019			5/1/19 payroll		29,554.58	193,126.88
General Journal	05/01/2019			5/1/19 payroll		12,339.28	180,787.60
General Journal	05/01/2019			5/1/19 payroll		95.85	180,691.75
General Journal	05/01/2019			5/1/19 payroll		587.70	180,104.05
General Journal	05/01/2019			5/1/19 payroll		415.57	179,688.48
General Journal	05/01/2019			5/1/19 payroll, Devereux payout		33,603.72	146,084.76
General Journal	05/01/2019			5/1/19 payroll, Devereux payout		29,587.34	116,497.42
General Journal	05/01/2019			5/1/19 payroll, Devereux payout		62.25	116,435.17
Bill Pmt - Check	05/02/2019	40495	A T.E.E.M. Electrical Engineering, Inc.			1,130.00	115,305.17
Bill Pmt - Check	05/02/2019	EFT	Alhambra & Sierra Springs			83.48	115,221.69
Bill Pmt - Check	05/02/2019	40496	Aramark			97.80	115,123.89
Bill Pmt - Check	05/02/2019	40497	Bryan Hall - vendor			150.00	114,973.89
Bill Pmt - Check	05/02/2019	40498	CH2M Hill			791.80	114,182.09
Bill Pmt - Check	05/02/2019	40499	Donald Caldwell			109.95	114,072.14
Bill Pmt - Check	05/02/2019	40500	Larsen Wurzel & Associates			1,967.90	112,104.24
Bill Pmt - Check	05/02/2019	EFT	PG&E			51.09	112,053.15
Bill Pmt - Check	05/02/2019	40501	Ray Lewis			150.00	111,903.15
Bill Pmt - Check	05/02/2019	40502	Smile Business Products			267.33	111,635.82
Bill Pmt - Check	05/02/2019	40503	Stronghold Construction			790.16	110,845.66
Bill Pmt - Check	05/02/2019	40504	Taylor Tikalsky			150.00	110,695.66
Bill Pmt - Check	05/02/2019	40505	Tony Del Castillo			150.00	110,545.66
Bill Pmt - Check	05/02/2019	40506	Viking Shred			68.44	110,477.22
Bill Pmt - Check	05/02/2019	40507	Balloon Creations by Carolyn LLC			571.08	109,906.14
Check	05/06/2019	EFT	Cal Pers			817.23	109,088.91
Transfer	05/06/2019			Funds Transfer	150,000.00		259,088.91
Bill Pmt - Check	05/08/2019	40508	ACWA JPIA			1,901.70	257,187.21
Bill Pmt - Check	05/08/2019	40509	Airgas NCN			351.90	256,835.31
Bill Pmt - Check	05/08/2019	40510	AT&T			270.37	256,564.94
Bill Pmt - Check	05/08/2019	40511	Barnett Heating & Air			85.00	256,479.94
Bill Pmt - Check	05/08/2019	40512	Brookman Protection Services, Inc.			7,500.00	248,979.94
Bill Pmt - Check	05/08/2019	40513	Carson Landscape Industries			695.00	248,284.94

Bill Pmt - Check	05/08/2019	40514	Great America Financial Services		304.85	247,980.09
Bill Pmt - Check	05/08/2019	40515	Mead & Hunt		4,120.72	243,859.37
Bill Pmt - Check	05/08/2019	40516	Occupational Health Centers of CA		48.00	243,811.37
Bill Pmt - Check	05/08/2019	40517	Sacramento County Utilities		227.40	243,583.97
Bill Pmt - Check	05/08/2019	40518	Steve Yaeger Consulting		2,912.00	240,671.97
Bill Pmt - Check	05/08/2019	40519	US Bank Corp		941.05	239,730.92
Bill Pmt - Check	05/08/2019	40520	Valley Truck & Tractor Company		236.28	239,494.64
Bill Pmt - Check	05/08/2019	EFT	Waste Management of Sacramento		476.76	239,017.88
Bill Pmt - Check	05/08/2019	40521	Yolo County Public Works		608.70	238,409.18
Bill Pmt - Check	05/08/2019	EFT	City of Sacramento		4.38	238,404.80
Bill Pmt - Check	05/08/2019	EFT	Comcast		158.30	238,246.50
Check	05/08/2019	EFT	Cal Pers		7,611.13	230,635.37
Check	05/08/2019	EFT	Cal Pers		3,972.51	226,662.86
Check	05/08/2019	EFT	Cal Pers		2,411.57	224,251.29
Check	05/08/2019	EFT	Cal Pers		8,032.26	216,219.03
Bill Pmt - Check	05/09/2019	EFT	Napa Auto Parts		960.48	215,258.55
Check	05/09/2019	EFT	Cal Pers		500.00	214,758.55
Bill Pmt - Check	05/14/2019	40522	Contour Sierra Aebi, LLC		168.71	214,589.84
Bill Pmt - Check	05/14/2019	40523	Day Carter & Murphy LLP		9,802.25	204,787.59
Bill Pmt - Check	05/14/2019	40524	Gifts to Share - Celebrate Natomas		1,300.00	203,487.59
Bill Pmt - Check	05/14/2019	40525	H.T. Harvey & Associates		11,213.69	192,273.90
Bill Pmt - Check	05/14/2019	40526	Hire Right Solutions, LLC		186.08	192,087.82
Bill Pmt - Check	05/14/2019	40527	Interstate Oil Company		507.55	191,580.27
Bill Pmt - Check	05/14/2019	40528	Montage Enterprises		1,925.50	189,654.77
Bill Pmt - Check	05/14/2019	40529	Pacific Corrugated Pipe Co.		7,277.57	182,377.20
Bill Pmt - Check	05/14/2019	40530	Terrapin Technology Group		947.24	181,429.96
Bill Pmt - Check	05/14/2019	40531	Valley Hydraulics & Machine, Inc.		114.32	181,315.64
Bill Pmt - Check	05/14/2019	40532	Valley Tire Center, Inc.		439.07	180,876.57
Bill Pmt - Check	05/14/2019	EFT	PG&E		52.30	180,824.27
General Journal	05/15/2019			5/15/19 payroll	25,824.71	154,999.56
General Journal	05/15/2019			5/15/19 payroll	11,550.40	143,449.16
General Journal	05/15/2019			5/15/19 payroll	82.50	143,366.66
Check	05/17/2019	EFT	Cal Pers		17,030.01	126,336.65
Transfer	05/20/2019			Funds Transfer	100,000.00	226,336.65
Bill Pmt - Check	05/22/2019	40533	Aramark		926.00	225,410.65
Bill Pmt - Check	05/22/2019	40534	Chavez, Silva & Company		1,827.50	223,583.15

Bill Pmt - Check	05/22/2019	40535	Interstate Oil Company	4,965.05	218,618.10	
Bill Pmt - Check	05/22/2019	40536	MBK Engineers	3,184.75	215,433.35	
Bill Pmt - Check	05/22/2019	40537	Mead & Hunt	6,385.31	209,048.04	
Bill Pmt - Check	05/22/2019	40538	Miles Treaster & Associates	2,464.72	206,583.32	
Bill Pmt - Check	05/22/2019	40539	Ramos Environmental Services	479.35	206,103.97	
Bill Pmt - Check	05/22/2019	40540	Streamline	200.00	205,903.97	
Bill Pmt - Check	05/22/2019	40541	West Yost Associates	5,460.06	200,443.91	
Bill Pmt - Check	05/23/2019	EFT	PG&E	220.16	200,223.75	
Bill Pmt - Check	05/23/2019	EFT	The Home Depot	611.58	199,612.17	
Bill Pmt - Check	05/24/2019	EFT	Verizon	392.15	199,220.02	
Bill Pmt - Check	05/28/2019	EFT	Alhambra & Sierra Springs	31.55	199,188.47	
Bill Pmt - Check	05/28/2019	EFT	City of Sacramento	151.82	199,036.65	
Bill Pmt - Check	05/28/2019	EFT	City of Sacramento	45.29	198,991.36	
Bill Pmt - Check	05/28/2019	40542	Glenn Thornton Plumbing, Inc.	172.00	198,819.36	
Bill Pmt - Check	05/28/2019	40543	Montage Enterprises	4,278.66	194,540.70	
Bill Pmt - Check	05/28/2019	40544	SMUD	34,802.78	159,737.92	
Total 1010.00 · Bank of the West Checking Acct				<u>250,000.00</u>	<u>312,943.54</u>	<u>159,737.92</u>
Total Cash and Investments				<u>250,000.00</u>	<u>312,943.54</u>	<u>159,737.92</u>
				<u>250,000.00</u>	<u>312,943.54</u>	<u>159,737.92</u>

TITLE: Budget to Actual Report

SUBJECT: Review and Accept report for May 2019

EXECUTIVE SUMMARY:

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

The attached report reflects the District's year to date budget for the month ending May 31, 2019; one month away from the end of our 2018-19 fiscal year. With approximately nine unfavorable budget line item variances for established reasons (staffing, permits, assessments, association memberships, power, field consultants, office upgrades, etc.) the District still is on track to be slightly under our total overall projected budget for FY 2018-19 as we currently sit at 75.61% for all expenditures. In the past year, the District received long awaited FEMA reimbursements, 233.37%% positive interest income, and a small gain on the disposal of a no longer unusable capital asset.

BACKGROUND:

Budget

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

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

RECOMMENDATION:

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

FINANCIAL IMPACT:

None.

ATTACHMENTS:

1. Budget to Actual Report

STAFF RESPONSIBLE FOR REPORT:



Joleen Gutierrez, Administrative Services Manager

Date: 05/29/2019



Kevin L. King, General Manager

Date: 05/29/2019

**AGENDA ITEM 5.4
ATTACHMENT NO. 1**

**Reclamation District No. 1000
Budget to Actual Comparison
July 1, 2018 to May 31, 2019 (Eleven Months Ending of Fiscal 2019)**

	Year to Date July 1, 2018 to May 31, 2019	Budget	Percent of Budget
Operation & Maintenance Income			
Property Assessments	1,255,519	2,250,000	55.80%
Rents	19,871	20,000	99.36%
Interest Income	116,683	50,000	233.37%
SAFCA - O/M Assessment	1,400,000	1,400,000	100.00%
Misc Income	12,757	-	Not Budgeted
FEMA/OES Disaster Reimbursement	1,041,811	-	Not Budgeted
Gain on Capital Asset Disposal	6,400	-	Not Budgeted
Total	3,853,041	3,720,000	103.58%
Restricted Fund			
Metro Airpark Groundwater Pumping	17,488	22,000	79.49%
Total Combined Income	3,870,529	3,742,000	103.43%
Operations and Maintenance - Expense			
Administration			
Government Fees/Permits	12,224	12,000	101.87%
Legal	79,055	100,000	79.06%
Liability/Auto Insurance	107,637	110,000	97.85%
Office Supplies	4,059	5,500	73.80%
Computer Costs	16,175	17,000	95.15%
Accounting/Audit	38,379	45,000	85.29%
Admin. Services	11,170	17,000	65.71%
Utilities (Phone/Water/Sewer)	21,865	22,000	99.39%
Mit. Land Expenses	2,592	3,000	86.40%
Administrative Consultants	41,767	52,000	80.32%
Assessment/Property Taxes (SAFCA - CAD)	6,864	6,350	108.09%
Admin - Misc./Other Expenses	5,524	5,000	110.48%
Memberships	31,014	30,000	103.38%
Office Maintenance & Repair	12,484	24,000	52.02%
Payroll Service	2,139	3,000	71.30%
Public Relations	18,237	40,000	45.59%
Small Office & Computer Equipment	4,088	5,000	81.76%
Sub Total	415,273	496,850	83.58%
Personnel/Labor			
Wages	988,058	1,000,000	98.81%
Group Insurance (employee health insurance)	93,684	130,000	72.06%
Worker's Compensation Insurance	32,231	40,000	80.58%
OPEB - CERBT ADC	-	28,000	0.00%
Annuitant Health Care	65,512	-	Not Budgeted
Dental/Vision/Life	20,591	26,000	79.20%
Payroll Taxes	75,888	77,500	97.92%
Pension	171,440	165,000	103.90%
Continuing Education	4,125	15,000	27.50%
Trustee Fees	31,725	39,000	81.35%
Sub Total	1,483,254	1,520,500	97.55%

Operations			
Power	536,437	500,000	107.29%
Supplies/Materials	19,361	22,000	88.00%
Herbicide	79,287	115,000	68.95%
Fuel	42,451	65,000	65.31%
Field Services	45,490	142,000	32.04%
Field Operations Consultants	21,211	20,000	106.06%
Equipment Rental	100	10,000	1.00%
Refuse Collection	10,199	25,000	40.80%
Equipment Repair/Service	1,478	22,000	6.72%
Equipment Parts/Supplies	35,298	60,000	58.83%
Facility Repairs	62,461	273,000	22.88%
Shop Equipment (not vehicles)	3,851	9,000	42.79%
Field Equipment	-	8,000	0.00%
Misc/Other 2	117	-	Not Budgeted
FEMA Fees	1,800	-	Not Budgeted
Sub Total	859,541	1,271,000	67.63%
Equipment			
Equipment	146,908	150,000	97.94%
Sub Total	146,908	150,000	97.94%
Consulting/Contracts/Memberships			
Engineering/Technical Consultants	175,733	250,000	70.29%
Security Patrol	44,250	80,000	55.31%
Sub Total	219,983	330,000	66.66%
Total O & M Expenses	3,124,959	3,768,350	82.93%
Capital Expenses			
Capital Office Upgrades	26,187	15,000	174.58%
Capital RE Acquisition	5,500	120,000	4.58%
Capital Office Facility Repair	20,912	30,000	69.71%
Document Management	8,875	8,800	100.85%
Capital Facilities	334,627	715,000	46.80%
Sub Total	396,101	888,800	44.57%
Total All Expenditures	3,521,060	4,657,150	75.61%

DATE: June 7, 2019

AGENDA ITEM NO. 5.5

TITLE: Authorization to Accept Easement

SUBJECT: Review and Consider Adoption of Resolution No. 2019-6-1 Authorizing the General Manager to Accept Grant of Easement Deed from Sacramento Area Flood Control Agency.

EXECUTIVE SUMMARY:

As part of the Natomas Levee Improvement Project, the Sacramento Area Flood Control Agency (SAFCA) has acquired property to accommodate the flood control improvements. Once the improvements are finalized, SAFCA issues a grant of easement deed to the local maintaining agency, in this case Reclamation District 1000 (RD 1000; District) in order to allow for ongoing maintenance and operation.

Staff recommends the Board review and consider adoption of Resolution No. 2019-6-1 authorizing the General Manager to accept the Grant of Easement Deed as provided in Attachment 1 of this staff report.

RECOMMENDATION:

Staff recommends the Board review and consider adoption of Resolution No. 2019-6-1 authorizing the General Manager to accept the Grant of Easement Deed as provided in Attachment 1 of this staff report.

FINANCIAL IMPACT:

None.

ATTACHMENTS:

1. Resolution No. 2019-6-1: Authorizing the General Manager to Accept Grant of Easement Deed from Sacramento Area Flood Control Agency

STAFF RESPONSIBLE FOR REPORT:



Kevin L. King, General Manager

Date: 06/03/2019



RECLAMATION DISTRICT NO. 1000

RESOLUTION NO. 2019-6-1

**A RESOLUTION OF THE BOARD OF TRUSTEES OF RECLAMATION DISTRICT NO. 1000
AUTHORIZING THE GENERAL MANAGER TO ACCEPT GRANT OF EASEMENT DEED FROM
SACRAMENTO AREA FLOOD CONTROL AGENCY**

At a regular meeting of the Board of Trustees of Reclamation District No. 1000 held at the District Office on the 7th day of June 2019, the following resolution was approved and adopted:

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

WHEREAS, the Sacramento Area Flood Control Agency (“SAFCA”) is a joint exercise of powers agency established pursuant to the laws of the State of California; and,

WHEREAS, SAFCA has the need to convey easement deeds to District, from time to time, for the District’s purpose and use for existing and future flood control projects; and,

WHEREAS, SAFCA has provided to District an easement deed as provided in Attachment No. 1 to this resolution; and,

WHEREAS, pursuant to Government Code section 27281, the District Board has authority to accept such assignment of easements from SAFCA upon the execution of the certificate of acceptance set forth in Attachment No. 1 to this resolution; and,

WHEREAS, the Board desires to authorize the District General Manager to execute the certificate of acceptance on behalf of the District.

NOW THEREFORE BE IT RESOLVED THAT: The Board of Trustees of Reclamation District No. 1000 hereby accepts the grant of easement deed from SAFCA as provided in Attachment No. 1 of this resolution and authorizes the General Manager to execute the certification of acceptance.

ON A MOTION BY Trustee Harris , seconded by Trustee Barandas , the foregoing resolution was passed and adopted by the Board of Trustees of Reclamation District No. 1000, this 7th day of June 2019, by the following vote, to wit:

- AYES: Trustees: Avdis, Barandas, Burns, Christophel, Harris, Smith
- NOES: Trustees:
- ABSTAIN: Trustees:
- RECUSE: Trustees:
- ABSENT: Trustees: Gilbert



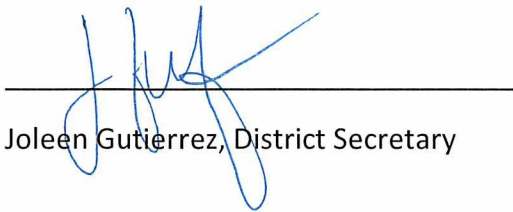
Jeff Smith

President, Board of Trustees

Reclamation District No. 1000

CERTIFICATION:

I, Joleen Gutierrez, Secretary of Reclamation District No. 1000, hereby certify that the foregoing Resolution 2019-6-1 was duly adopted by the Board of Trustees of Reclamation District No. 1000 at the regular meeting held on the 7th of June 2019 and made a part of the minutes thereof.



Joleen Gutierrez, District Secretary

WHEN RECORDED RETURN TO:

**Reclamation District No. 1000
1633 Garden Highway
Sacramento, CA 95833**

No Recording Fee Per Gov't Code § 6103
No Documentary Transfer Tax per R&T Code
§ 11922 - Governmental Acquisition

Project: Natomas Cross Canal South Levee EIP Project
NCC South Levee Vestal and Odysseus

APN:

GRANT DEED

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, the SACRAMENTO AREA FLOOD CONTROL AGENCY, a joint powers authority established pursuant to the laws of the State of California ("Grantor"), GRANTS to RECLAMATION DISTRICT NO. 1000, a reclamation district created by act of the legislature of the State of California, approved April 8, 1911, a public agency ("Grantee") all that real property, or interest therein together with all improvements and fixtures thereon, in the County of Sutter, State of California, described in Exhibit "A" and identified as "Lands to be transferred to RD 1000" on Exhibit "B", both attached hereto and made a part hereof ("Property"), subject to the reservations set forth below.

Reservation of Flood Control Easement

1. Easement. Grantor hereby reserves the following non-exclusive easement ("Easement") on, over, under and across the Property for flood control purposes and related purposes, subject to the limitations set forth herein.
2. Description of Easement. The easement rights herein reserved by Grantor for flood control purposes, being rights necessary for the protection of lives and property, are the dominant and superior rights which include:
 - A. Grantor may use the Property to construct, reconstruct, alter, augment or enlarge, fence, repair and use flood control works ("Flood Control Works"), which shall include, but not be limited to, haul and patrol roads, levees, ditches, embankments, channels, culverts, berms, monitoring and relief wells, fences, gates, erosion control features and appurtenant structures, and operate, inspect and maintain said Flood Control Works in conformity with the Code of Federal Regulations, U.S. Army Corps of Engineers'

Standard Operation and Maintenance Manual, and State of California operation and maintenance manuals, regulations and standards.

- B. Grantor may clear and remove from said Flood Control Works and the Property any and all natural or artificial obstructions, improvements, trees and vegetation necessary for construction, operation, maintenance, repair, reconstruction, and emergency flood fighting.
 - C. Grantor may flow waters and materials and by said flow erode.
 - D. Grantor may place or deposit earth, debris, sediment, or other material.
 - E. Grantor may excavate and remove earth, debris, sediment, or other material, including that placed or deposited as above.
 - F. Grantor may plant trees, shrubs and other vegetation on the Property and preserve and maintain such vegetation growth as may be desirable for project purposes.
 - G. Grantor may locate or relocate roads and public utilities and facilities constructed by Grantee or by others.
 - H. Grantor may restrict the rights of the Grantee, its successors and assigns, without limitations, to explore, extract, remove, drill, mine, or operate through the surface or upper 500 feet of the subsurface in exercise of the Grantee's interest in any minerals, including oil and gas.
 - I. Grantor may restrict any use by Grantee or by others which may interfere with any of the uses listed herein or any use necessary or incidental thereto.
 - J. Grantor may conduct engineering, geotechnical, survey, cultural and environmental investigations.
 - K. Grantor shall have rights of ingress to and egress from the Property for the purpose of exercising and performing all rights and privileges reserved herein.
3. Waiver. Grantee does hereby waive all claim or claims for any and all compensation for and on account of the location, establishment, construction, operation and maintenance of Flood Control Works and appurtenant structures upon the Property hereinabove described in accordance with the provisions hereof.
4. Binding on Successors and Assigns. The provisions hereof shall inure to the benefit of and be binding upon Grantor and Grantee and their respective successors and assigns.

IN WITNESS WHEREOF, the SACRAMENTO AREA FLOOD CONTROL AGENCY has caused this Grant Deed to be executed as of the date set forth below the signature line.

SACRAMENTO AREA FLOOD CONTROL
AGENCY

Date: _____

Richard M. Johnson, Executive Director



CERTIFICATE OF ACCEPTANCE

This is to certify that the interest in real property conveyed by this deed dated _____ from the first party to the RECLAMATION DISTRICT NO. 1000 (“RD 1000”), is hereby accepted pursuant to RD 1000 Board of Trustees Resolution No. _____, and the Grantee consents to recordation thereof by its duly authorized officer.

By _____ Dated: _____, 20__

Kevin L. King
General Manager

EXHIBIT 'B-1'

LANDS OF SAFCA
2013-0007255 O.R.

SEE SHEET 2

APN 35-010-006
ODYSSEUS FARMS

LOT 9

LOT

APN 35-010-007
THE NATOMAS
BASIN
CONSERVANCY

LOT 3

LOT 4

APN 35-010-005
ODYSSEUS FARMS

P.O.B.

APN 35-010-009
ODYSSEUS FARMS

APN 35-010-013

APN 35-010-010

P.O.C.
1" I.P. "L.S.5260"
PER 18 RS 243

LOT 5

LOT 8

NATOMAS
CROSSANAL

SEE SHEET 3

LOT 2

APN 35-010-002
ODYSSEUS FARMS

MAP OF
NATOMAS BENNETT
SUBDIVISION
3 SURVEYS 83

SEE SHEET 4

APN 35-020-017
ODYSSEUS FARMS

LEGEND

- P.O.C.: Point of Commencement
- P.O.B.: Point of Beginning
- P.O.T.: Point of Termination
- Monument found as noted
- Dimension point

SACRAMENTO
RIVER

SARDEN HWY.

LOT 1

APN 35-010-026
ODYSSEUS FARMS

3-1/2" ALUM. DISK
NLEP 7 PER 18 RS 172

Land to be transferred
to **RD 1000**

SANKEY RD.

AREA: 36.807 AC±

APN 35-020-017
ODYSSEUS FARMS

SEE SHEET 5

N'y Line S 1/2 of N 1/2
Sec. 25 T 11 N, R 3 E, MDM

SAFCA
2010-177024 O.R.



NOTES:

- 1) The Horizontal Datum for this plat is based on the CCS, NAD83, Zone 2 datum.
- 2) Distances shown are grid, multiply by 1.00006027 to obtain ground values.



SAFCA
CVFPB PARCEL 14205

COUNTY OF SUTTER

STATE OF CALIFORNIA

DATE: 05/29/2019

SCALE: 1" = 800'

DRWN. BY: ADF CHK. BY: DJF

SHEET 1 OF 5

PSOMAS

1075 Creekside Ridge Drive, Suite 200
Roseville, Ca. 95678
(916) 788-8122 (916) 788-0600 (FAX)

Plotted: May/29/2019 5:39 PM | By: Dforgey
DWG: P:\SAFCA\2006.NLIP\Land Transfer - DWR\Legals\SAFCA to RD 1000\Exhibits\SAFCA to
RD1000-0dysseus.dwg

EXHIBIT 'B-1'

S37°48'04"E 154.78'

NATOMAS
CROSS CANAL

R=1679.09'
L=608.58'
Δ=20°46'00"
CH=N41°54'18"E
605.26'

LOT 3

APN 35-010-006
ODYSSEUS FARMS

LOT 4

APN 35-010-005
ODYSSEUS FARMS

R=1415.00'
L=513.00'
Δ=20°46'21"
CH=S41°50'58"W
510.20'

APN 35-010-009
ODYSSEUS FARMS

APN 35-010-010

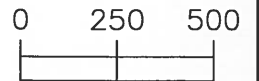
LOT 5

LOT 2

APN 35-010-002
ODYSSEUS FARMS

MAP OF
NATOMAS BENNETT
SUBDIVISION
3 SURVEYS 83

SEE SHEET 3



**SAFCA
CVFPB PARCEL 14205**

COUNTY OF SUTTER

STATE OF CALIFORNIA

DATE: 05/29/2019

SCALE: 1" = 500'

DRWN. BY: ADF CHK. BY: DJF

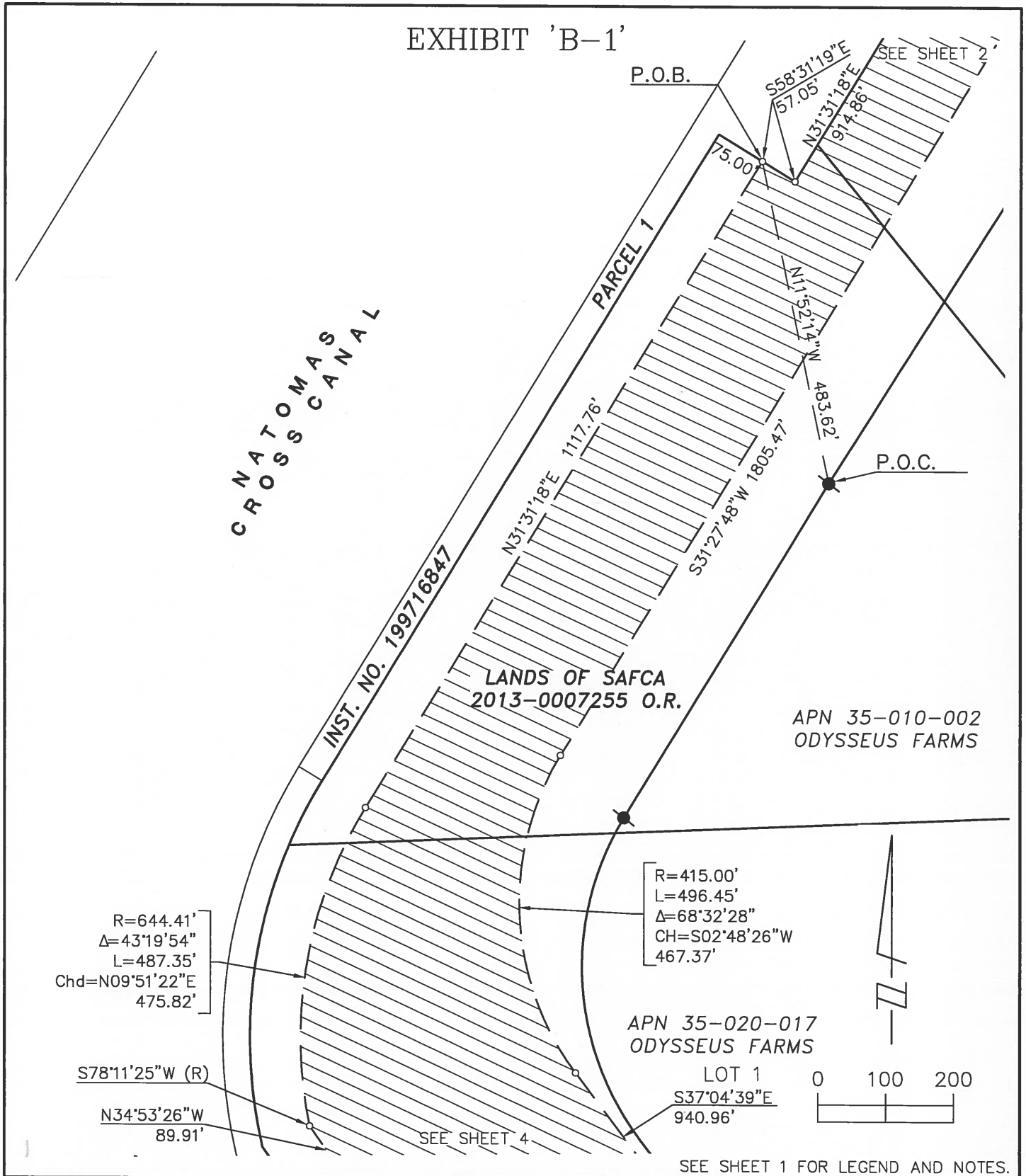
SHEET 2 OF 5

PSOMAS

1075 Creekside Ridge Drive, Suite 200
Roseville, Ca. 95678
(916) 788-8122 (916) 788-0600 (FAX)

Plotted: May/29/2019 5:34 PM | By: Dforgey
DWG: P:\SAFCA\2006.NLIP\Land Transfer - DWR\Legals\SAFCA to RD 1000\Exhibits\SAFCA to
RD1000-odysseus.dwg

EXHIBIT 'B-1'



SEE SHEET 1 FOR LEGEND AND NOTES.

**SAFCA
CVFPB PARCEL 14205**

COUNTY OF SUTTER

STATE OF CALIFORNIA

DATE: 05/29/2019

SCALE: 1" = 200'

DRWN. BY: ADF CHK. BY: DJF

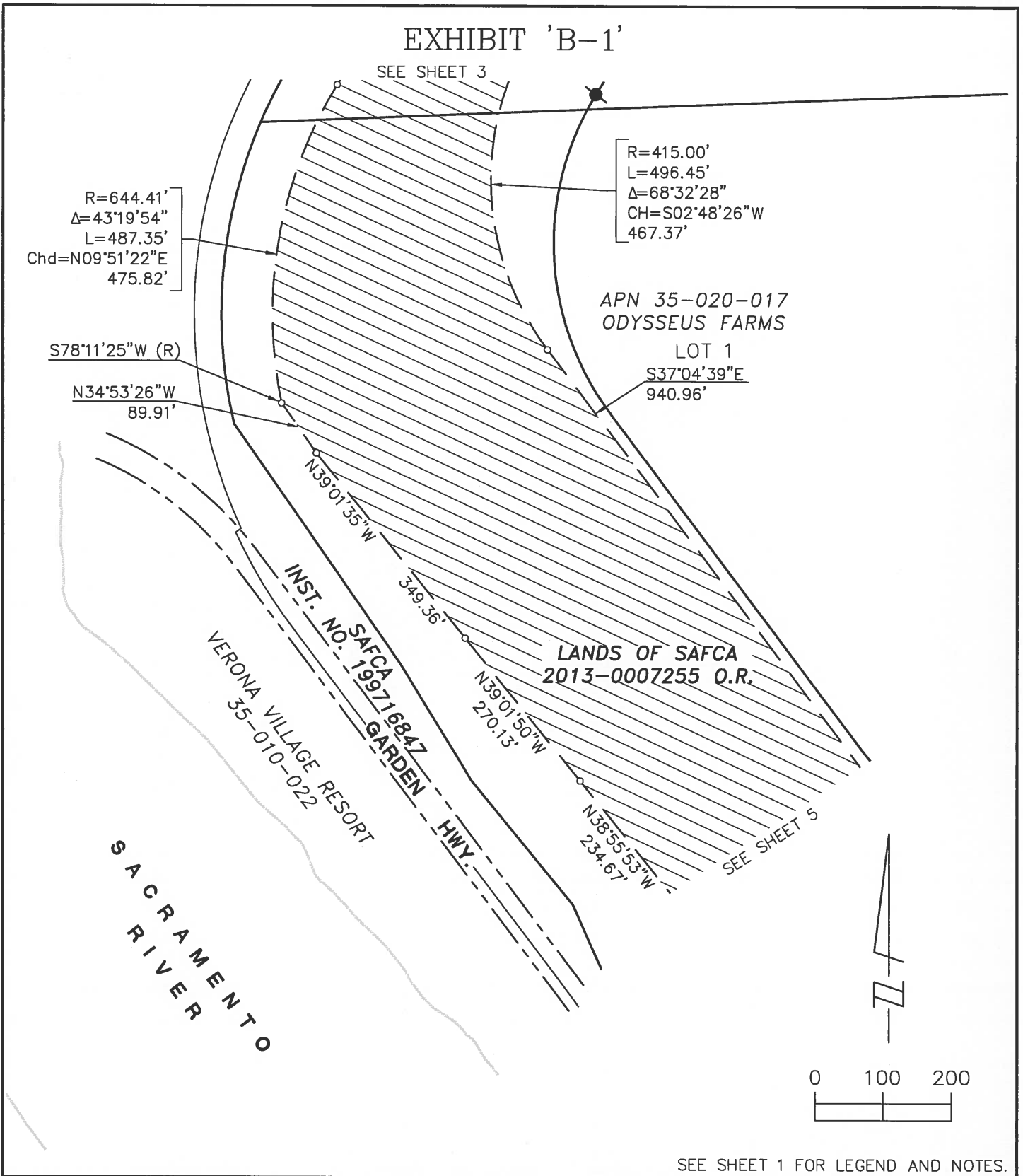
SHEET 3 OF 5

PSOMAS

1075 Creekside Ridge Drive, Suite 200
Roseville, Ca. 95678
(916) 788-8122 (916) 788-0600 (FAX)

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RD1000-0dysseus.dwg

EXHIBIT 'B-1'



SAFCA CVFPB PARCEL 14205

COUNTY OF SUTTER

STATE OF CALIFORNIA

DATE: 05/29/2019

SCALE: 1" = 200'

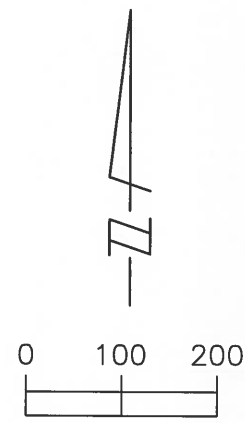
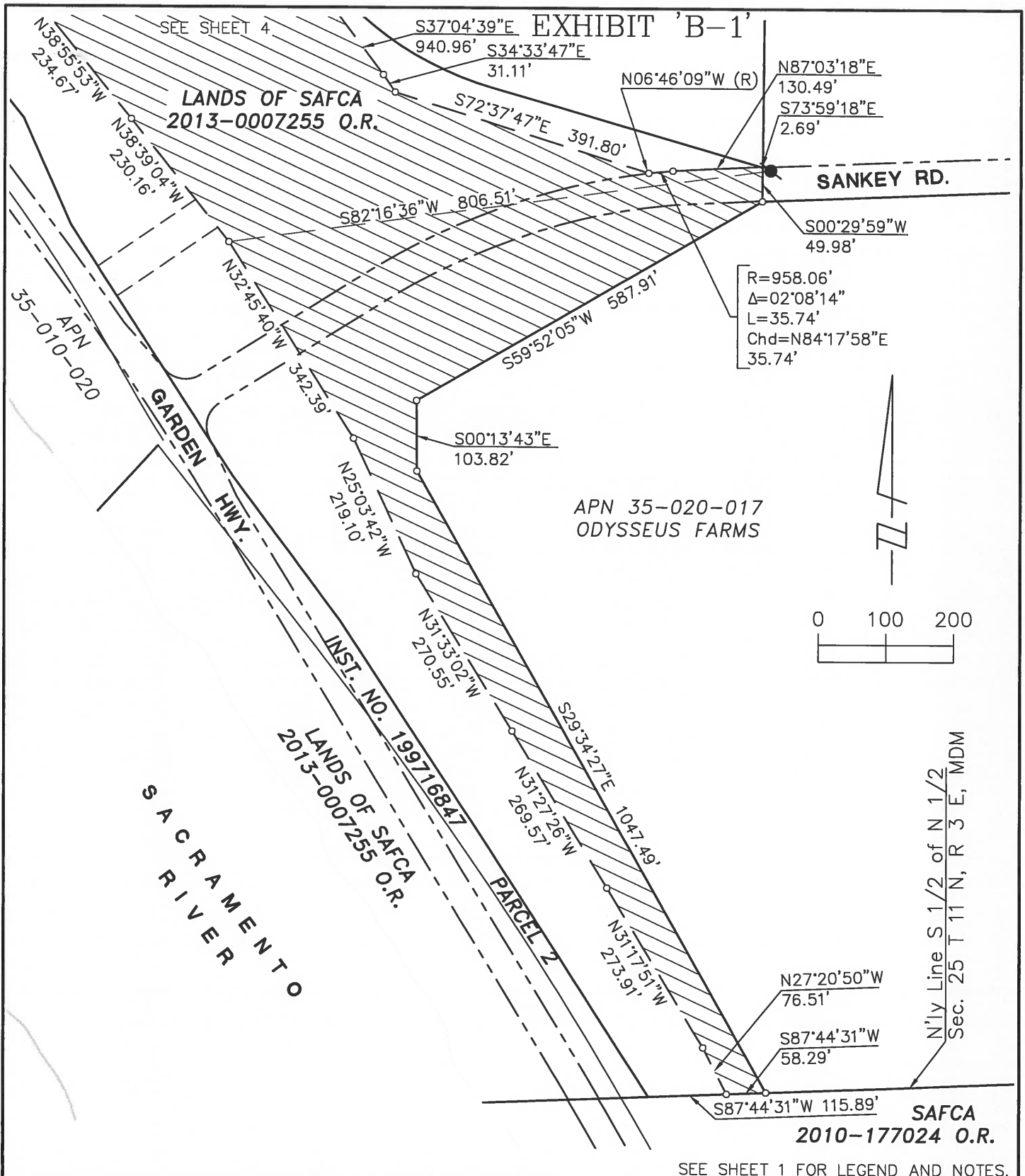
DRWN. BY: ADF CHK. BY: DJF

SHEET 4 OF 5

PSOMAS

1075 Creekside Ridge Drive, Suite 200
 Roseville, Ca. 95678
 (916) 788-8122 (916) 788-0600 (FAX)

Plotted: May/29/2019 5:35 PM | By: Dforgey
 DWG: P:\SAFCA\2006.NLIP\Land Transfer - DWR\Legals\SAFCA to RD 1000\Exhibits\SAFCA to
 RD1000-0dysseus.dwg



**SAFCA
CVFPB PARCEL 14205**

COUNTY OF SUTTER STATE OF CALIFORNIA

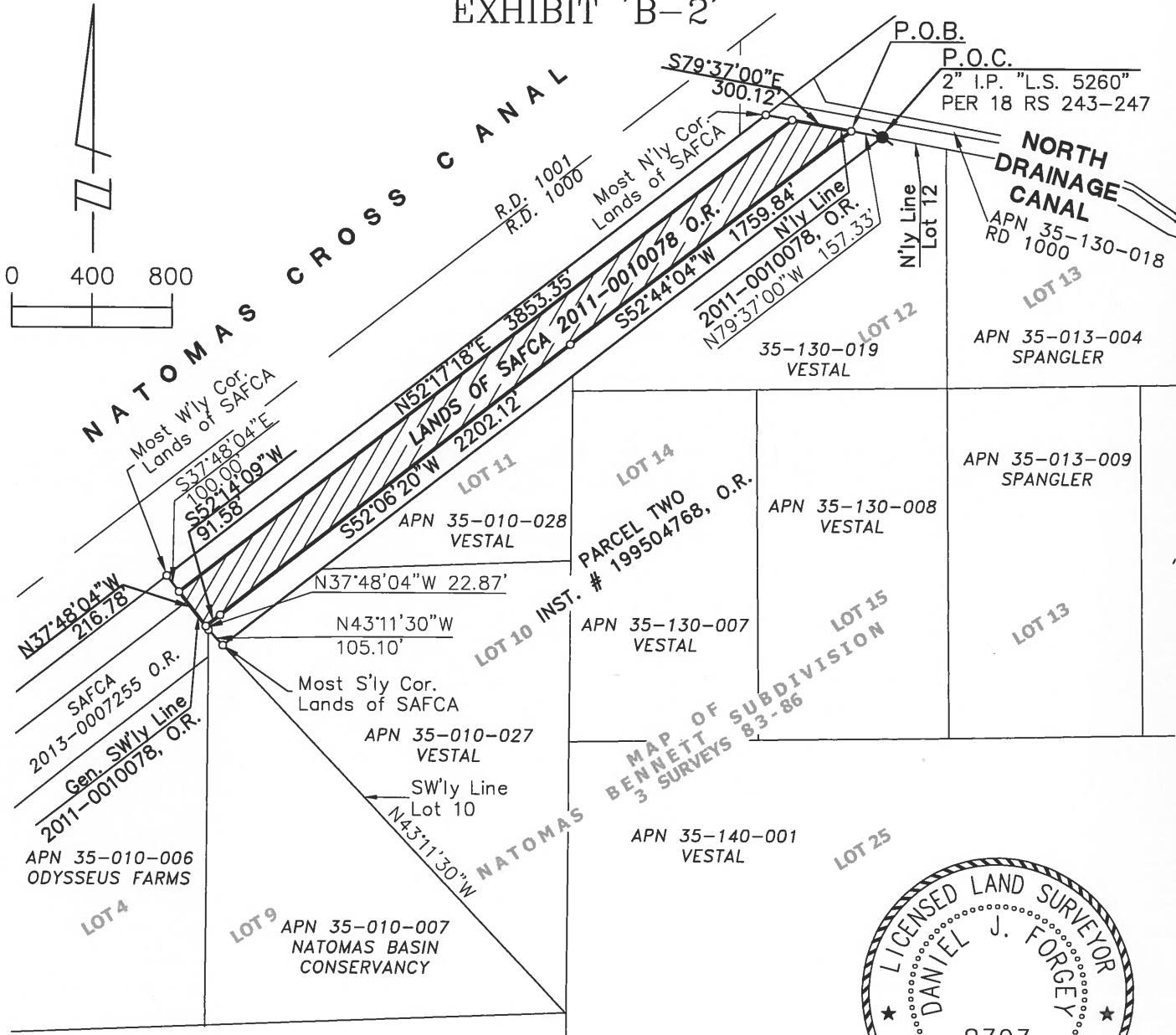
DATE: 05/29/2019 SCALE: 1" = 200'

DRWN. BY: ADF CHK. BY: DJF SHEET 5 OF 5

Plotted: May/29/2019 5:35 PM | By: Dforgey
 DWG: P:\SAFCA\2006.NLIP\Land Transfer - DWR\Legals\SAFCA to RD 1000\Exhibits\SAFCA to RD1000 - Odysseus.dwg

PSOMAS
 1075 Creekside Ridge Drive, Suite 200
 Roseville, Ca. 95678
 (916) 788-8122 (916) 788-0600 (FAX)

EXHIBIT 'B-2'



LOT 10 INST. # 199504768, O.R.
 MAP OF SUBDIVISION
 BENNETT SURVEYS 83-86



LEGEND

- P.O.C.: Point of Commencement
- P.O.B.: Point of Beginning
- ☛ Monument found as noted
- Dimension point, nothing found or set
- Land to be transferred to RD1000

NOTES:

- 1) The Horizontal Datum for this plat is based on the CCS, NAD83, Zone 2 datum.
- 2) Distances shown are grid, multiply by 1.00006027 to obtain ground values.

AREA: 19.467 AC±

**SAFCA
 CVFPB PARCEL 14320**

COUNTY OF SUTTER

STATE OF CALIFORNIA

DATE: 05/29/2019

SCALE: 1" = 800'

DRWN. BY: ADF CHK. BY: DJF

SHEET 1 OF 1

PSOMAS

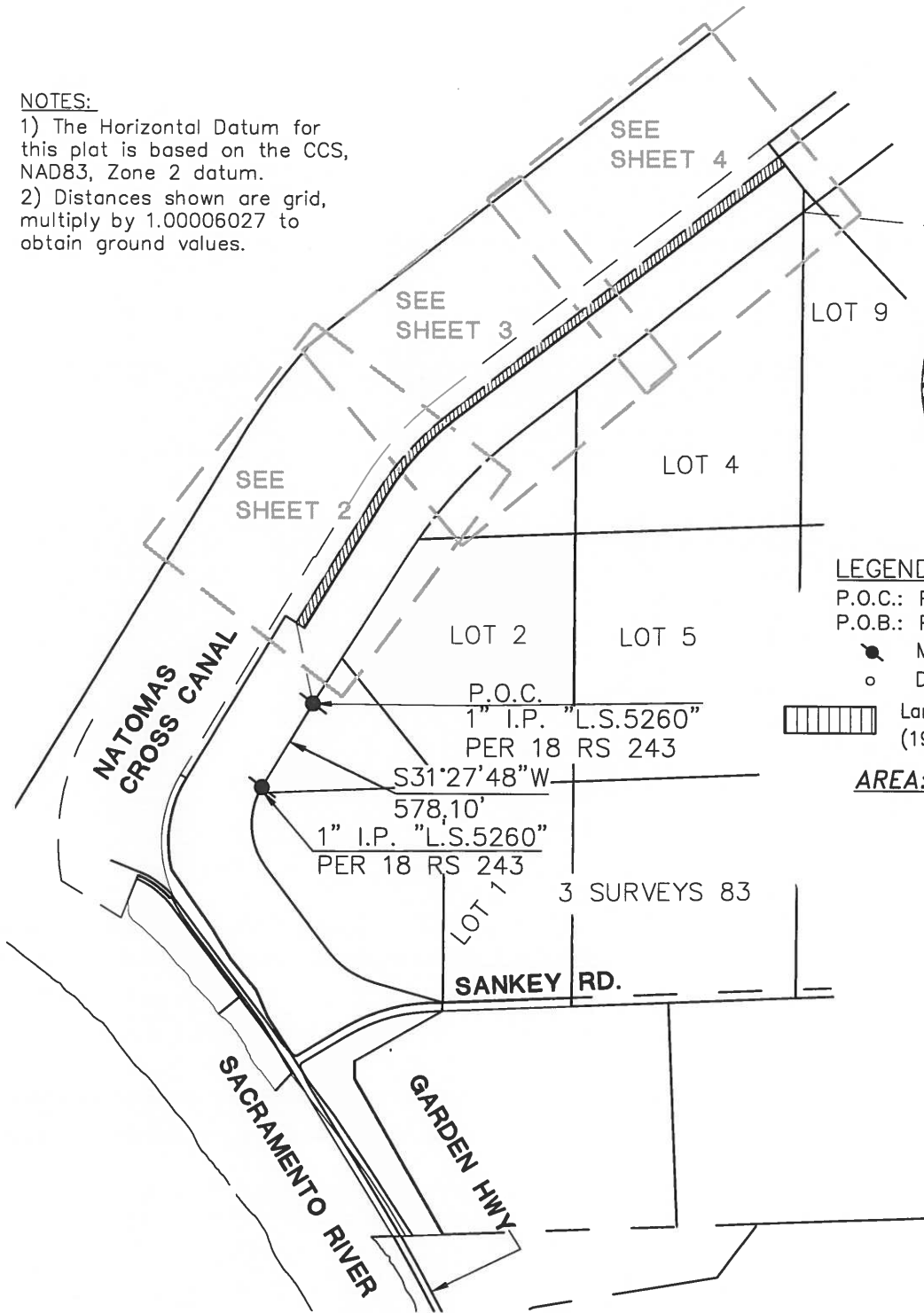
1075 Creekside Ridge Drive, Suite 200
 Roseville, Ca. 95678
 (916) 788-8122 (916) 788-0600 (FAX)

Plotted: May/29/2019 5:40 PM | By: Afoster
 DWG: P:\SAFCA\2006.NLIP\Land Transfer - DWR\Legals\SAFCA to RD 1000\Exhibits\SAFCA to RD1000-vestal.dwg

EXHIBIT 'B-3'

NOTES:

- 1) The Horizontal Datum for this plat is based on the CCS, NAD83, Zone 2 datum.
- 2) Distances shown are grid, multiply by 1.00006027 to obtain ground values.



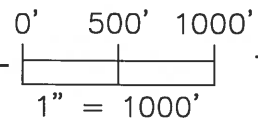
LEGEND

- P.O.C.: Point of Commencement
- P.O.B.: Point of Beginning
- Monument found as noted
- Dimension point



Land to be Transferred to RD1000 (1997 SAFCA Acquisition)

AREA: = 4.985 AC±



SAFCA DOCUMENT No. 199716847 (PORTION)

COUNTY OF SUTTER

STATE OF CALIFORNIA

DATE: 05/29/2019

SCALE: 1" = 1000'

DRWN. BY: JMC CHK. BY: DJF

SHEET 1 OF 4

P S O M A S

1075 Creekside Ridge Drive, Suite 200
Roseville, Ca. 95678
(916) 788-8122 (916) 788-0600 (FAX)

Plotted: May/29/2019 5:53 PM | By: Dforgey
DWG: P:\SAFCA\2006.NLIP\Land Transfer - DWR\Legals\SAFCA to RD 1000\Exhibits\SAFCA to RD1000-1997 A sq.dwg

EXHIBIT 'B-3'

SEE SHEET 3

RD 1001
RD 1000

N A T O M A S
C R O S S C A N A L

$R=1850.00'$ $\Delta=20^{\circ}25'17''$
 $L=659.38'$
 $Chd=S41^{\circ}43'57''W$ 655.89'

$R=1679.09'$
 $\Delta=20^{\circ}46'00''$
 $L=608.58'$
 $Chd=S41^{\circ}54'18''W$ 605.26'

PARCEL 1 INST. NO. 199716847

$N31^{\circ}31'18''E$ 866.22'
 $S31^{\circ}31'18''W$ 914.86'

LANDS OF SAFCA
2013-0007255 O.R.

APN 35-010-009
ODYSSEUS FARMS

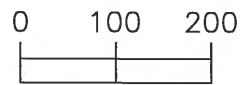
P.O.B.

$N58^{\circ}31'19''W$
57.05'

SEE SHEET 1

$N71^{\circ}52'14''W$
483.62'

P.O.C.
1" I.P. "L.S.5260"
PER 18 RS 243



SEE SHEET 1 FOR LEGEND AND NOTES.

SAFCA
DOCUMENT No. 199716847 (PORTION)

COUNTY OF SUTTER

STATE OF CALIFORNIA

DATE: 05/29/2019	SCALE: 1" = 200'
DRWN. BY: JMC CHK. BY: DJF	SHEET 2 OF 4

P S O M A S

1075 Creekside Ridge Drive, Suite 200
Roseville, Ca. 95678
(916) 788-8122 (916) 788-0600 (FAX)

EXHIBIT 'B-3'

RD 1001
RD 1000

N A T O M A S
C R O S S C A N A L

PARCEL 1 INST. NO. 199716847

N31°31'18"E 866.22'

S31°31'18"W 914.86'

R=1850.00' Δ=20°25'17"
L=659.38'

Chd=S41°43'57"W 655.89'

R=1679.09'
Δ=20°46'00"

L=608.58'

Chd=S41°54'18"W
605.26'

SEE SHEET 3

LANDS OF SAFCA
2013-0007255 O.R.

APN 35-010-009
ODYSSEUS FARMS

P.O.B.

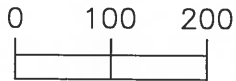
N58°31'19"W
57.05'

SEE SHEET 1

N11°52'14"W
483.62'

P.O.C.

1" I.P. "L.S.5260"
PER 18 RS 243



SEE SHEET 1 FOR LEGEND AND NOTES.

SAFCA
DOCUMENT No. 199716847 (PORTION)

COUNTY OF SUTTER

STATE OF CALIFORNIA

DATE: 05/29/2019

SCALE: 1" = 200'

DRWN. BY: JMC CHK. BY: DJF

SHEET 2 OF 4

P S O M A S

1075 Creekside Ridge Drive, Suite 200
Roseville, Ca. 95678
(916) 788-8122 (916) 788-0600 (FAX)

Plotted: May/29/2019 5:54 PM | By: Dforgey
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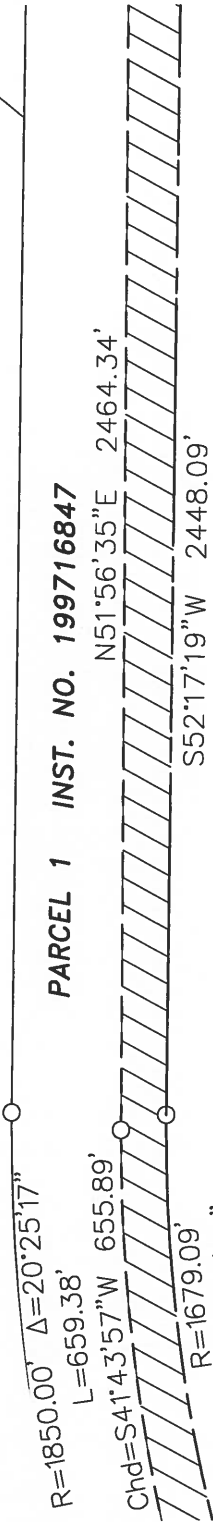
EXHIBIT 'B-3'

SEE SHEET 4

RD 1001
RD 1000

N A T O M A S C R O S S C A N A L

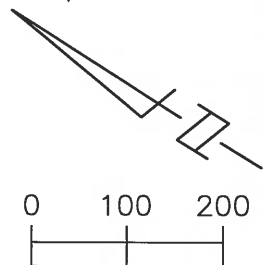
PARCEL 1 INST. NO. 199716847



LANDS OF SAFCA
2013-0007255 O.R.

APN 35-010-006
ODYSSEUS FARMS

APN 35-010-005
ODYSSEUS FARMS



SEE SHEET 2

SEE SHEET 1 FOR LEGEND AND NOTES.

SAFCA
DOCUMENT No. 199716847 (PORTION)

COUNTY OF SUTTER

STATE OF CALIFORNIA

DATE: 05/29/2019

SCALE: 1" = 200'

DRWN. BY: JMC CHK. BY: DJF

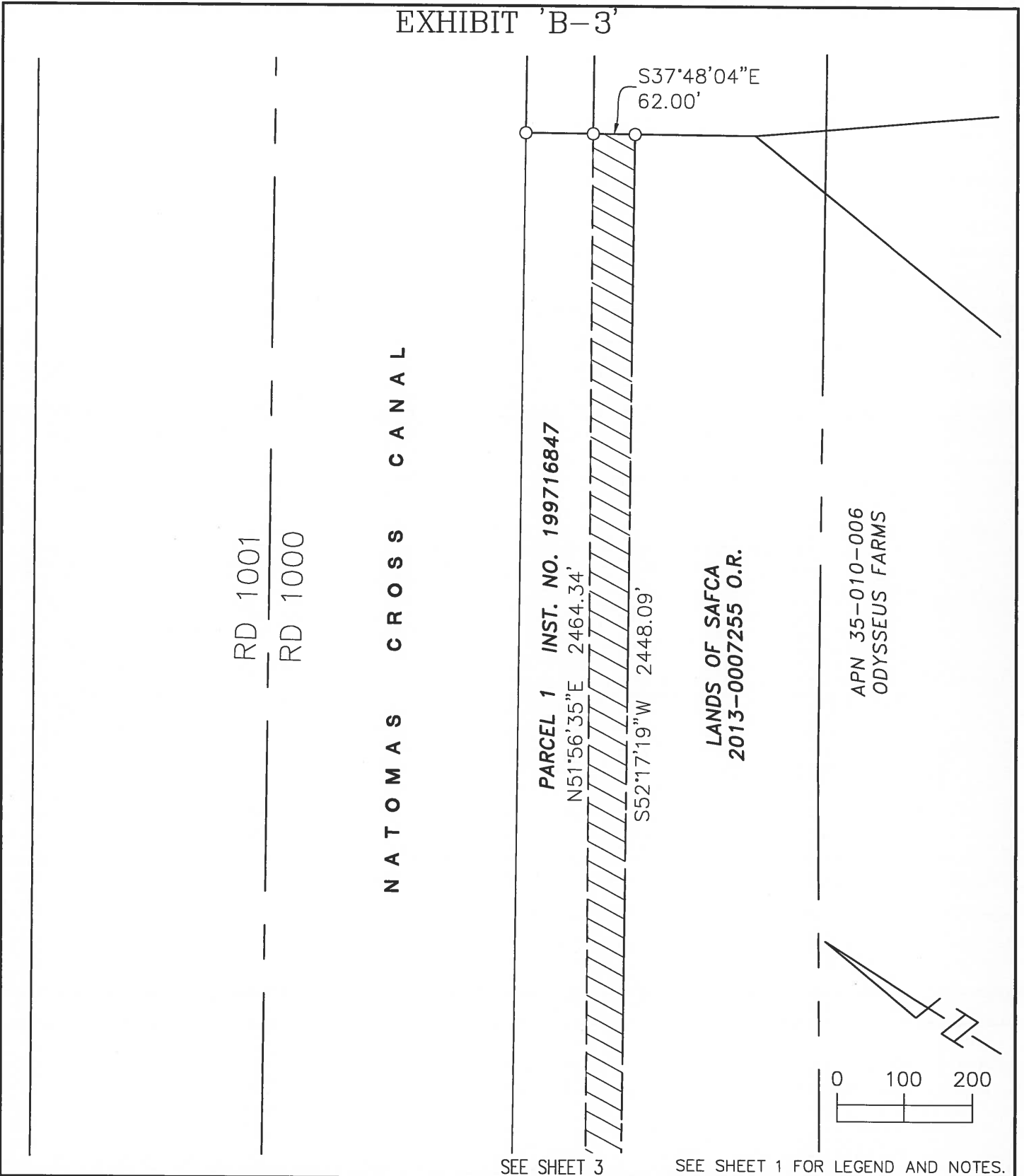
SHEET 3 OF 4

P S O M A S

1075 Creekside Ridge Drive, Suite 200
Roseville, Ca. 95678
(916) 788-8122 (916) 788-0600 (FAX)

Plotted: May/29/2019 5:55 PM | By: Dforgey
DWG: P:\SAFCA\2006.NLIP\Land Transfer - DWR\Legals\SAFCA to RD 1000\Exhibits\SAFCA to RD1000-1997 A.sq.dwg

EXHIBIT 'B-3'



SEE SHEET 3

SEE SHEET 1 FOR LEGEND AND NOTES.

SAFCA
DOCUMENT No. 199716847 (PORTION)

COUNTY OF SUTTER

STATE OF CALIFORNIA

DATE: 05/29/2019	SCALE: 1" = 200'
DRWN. BY: JMC CHK. BY: DJF	SHEET 4 OF 4
Plotted: May/29/2019 5:55 PM By: Dforgey	
DWG: P:\SAFCA\2006.NLIP\Land Transfer - DWR\Legals\SAFCA to RD 1000\Exhibits\SAFCA to RD1000-1997 A.dwg	

PSOMAS
 1075 Creekside Ridge Drive, Suite 200
 Roseville, Ca. 95678
 (916) 788-8122 (916) 788-0600 (FAX)

DATE: June 7, 2019

AGENDA ITEM NO. 5.6

TITLE: Review and Consider Authorization to Execute Professional Services Agreement

SUBJECT: Review and Consider Authorizing the General Manager to Execute Professional Services Agreement with Cropper Accountancy Corporation for Audit Service for 2019/2020

EXECUTIVE SUMMARY:

On an annual basis the Reclamation District No. 1000 (RD 1000; District) contracts with an independent financial auditor to perform a financial audit of the District. The District asked Cropper Accountancy to provide an estimate to the District for audit services for 2019/2020. Cropper Accountancy has been performing the District's audit for the last few years and staff recommends using Cropper again in 2019/2020.

RECOMMENDATION:

Staff recommends the Board review and consider authorizing the General Manager to execute a professional services agreement with Cropper Accountancy Corporation for audit services in 2019/2020.

FINANCIAL IMPACT:

\$12,900

ATTACHMENTS:

1. Professional Services Agreement – Cropper Accountancy

STAFF RESPONSIBLE FOR REPORT:



Kevin L. King, General Manager

Date: 06/03/2019

AGENDA ITEM 5.6
ATTACHMENT NO. 1

February 13, 2019

To the Board of Trustees of
Reclamation District 1000
1633 Garden Highway
Sacramento, California 95833

We are pleased to confirm our understanding of the services we are to provide Reclamation District 1000 for the year ended June 30, 2019. We will audit the financial statements of the governmental activities, the business-type activities (if applicable), each major fund, and the aggregate remaining fund information, which collectively comprise the basic financial statements of Reclamation District 1000 as of and for the year ending June 30, 2019. Accounting standards generally accepted in the United States provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to accompany Reclamation District 1000's basic financial statements. As part of our engagement, we will apply certain limited procedures to Reclamation District 1000's RSI. These limited procedures will consist principally of inquiries of management regarding the methods of measurement and presentation, which management is responsible for affirming to us in its representation letter. Unless we encounter problems with the presentation of the RSI or with procedures relating to it, we will disclaim an opinion on it. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis
- 2) Budgetary Comparison Analyses
- 3) Schedule of the District's Net Proportionate Share of the Net Pension Liability
- 4) Schedule of the District's Pension Contributions
- 5) Schedule of the Proportionate Share of the Collective Total OPEB Liability
- 6) Schedule of the District's OPEB Contributions

Audit Objectives

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the additional information referred to in the first paragraph when considered in relation to the basic financial statements taken as a whole. Our audit will be conducted in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and the State Controller's *Minimum Audit Requirements for California Special Districts*, and will include tests of the accounting records of Reclamation District 1000 and other procedures we consider necessary to enable us to express such opinions. If our opinions on the financial statements are other than unqualified, we

will fully discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and compliance will include a statement that the report is intended solely for the information and use of the audit committee, management, and specific legislative or regulatory bodies and is not intended to be and should not be used by anyone other than these specified parties. If during our audit we become aware that Reclamation District 1000 is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Management Responsibilities

Management is responsible for establishing and maintaining internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the fair presentation in the financial statements of the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Reclamation District 1000 and the respective changes in financial position, where applicable, in conformity with U.S. generally accepted accounting principles. Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein.

You are responsible for management decisions and functions. As part of the audit, we will prepare a draft of your financial statements and related notes. In accordance with *Government Auditing Standards*, you will be required to review and approve those financial statements prior to their issuance and have a responsibility to be in a position in fact and appearance to make an informed judgment on those financial statements. Further, you are required to designate a qualified management-level individual to be responsible and accountable for overseeing our services.

Management is responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. Management's responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and

ensuring that the entity complies with applicable laws, regulations, contracts, agreements, and grants for taking timely and appropriate steps to remedy any fraud, illegal acts, violations of contracts or grant agreements, or abuse that we may report.

Management is responsible for establishment and maintenance of a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous audits or other engagements or studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits or other engagements or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, and the timing and format related thereto.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because an audit is designed to provide reasonable, but not absolute assurance and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform you of any material errors and any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform you of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will also require certain written representations from you about the financial statements and related matters.

Audit Procedures—Internal Controls

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and

detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under professional standards and *Government Auditing Standards*.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Reclamation District's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Audit Administration, Fees, and Other

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing. A copy of schedules and other information needed to perform the audit is included in Attachment I.

We will provide copies of our reports to Reclamation District 1000; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Cropper Accountancy Corporation and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to regulators (as applicable) or their designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such

request. If requested, access to such audit documentation will be provided under the supervision of Cropper Accountancy Corporation personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of seven years after the report release date or for any additional period requested by the regulators, if applicable. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to perform our audit work according to the following schedule:

Audit Planning	September 2019
<u>Year-end Fieldwork:</u> All schedules and analyses provided to CAC (except report and MD&A)	October 7, 2019
Start of audit fieldwork	October 15, 2019
Draft audit adjustments provided to management for review with support	October 22, 2019
Draft report and MD&A provided to CAC	October 29, 2019
Exit Conference (with final draft and draft Required Communications)	November 4, 2019 Mid November board meeting
Preparation of the State Controller's report	No later than January 2020

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will be \$9,500, and our fee for preparation of the State Controller's report will not exceed \$900, and assumes preparation of the report, report

checklists, and schedules in Attachment I with timing per the table above. In addition, and with the General Manager's approval, our firm will provide up to 14 hours of additional assistance at \$175 per hour (\$2,500) as needed and requested by the District. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2016 peer review report has been previously provided to you but another copy is available upon request.

We appreciate the opportunity to be of service to Reclamation District 1000 and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know.

If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



Cropper Accountancy Corporation

RESPONSE:

This letter correctly sets forth the understanding of Reclamation District 1000.

By: []

Title: []

Date: []

**RECLAMATION DISTRICT 1000
Audit Schedules Needed
Year Ending June 30, 2019**

1. Trial balance as of June 30, 2019 (with all post closing adjustments) in Excel
2. Draft financial statements, footnotes, and RSI, including:
 - a) Management's Discussion and Analysis
 - b) Budgetary Comparison Analyses
 - c) Schedule of the District's Net Proportionate Share of the Net Pension Liability
 - d) Schedule of the District's Pension Contributions
 - e) Schedule of the Proportionate Share of the Collective Total OPEB Liability
 - f) Schedule of the District's OPEB Contributions
 - g) Preparation of the GAAP report checklists
 - h) Reconciliation of government-wide to fund financial statements (worksheet)
3. Copy of GL transaction register for the year
4. Copy of 2019 Budget (original and final)
5. Board (as well as Finance/Audit Committee) minutes for all meetings held during 2018/2019 and through audit fieldwork (hard copy)
6. New or revised financial policies and procedures
7. Analysis of lease commitments (equipment, space), if any, and copies of new lease agreements
8. Listing of any transactions with related parties

ASSETS AND DEFERRED OUTFLOWS

9. Copies of all bank, County Treasury, LAIF, or other investment account reconciliations, as of June 30, 2019 and July 31, 2019, including all account statements and access to all others
10. Assessments Statements from the County by month and reconciliation of assessments revenue per County to the general ledger

11. Detailed listing of all receivables (individually by type), including an aging of the respective receivables as of June 30, as well as a statement as of year end audit fieldwork (October 31, 2019) and support for subsequent receipts
12. Analysis of outstanding grants and/or reimbursements receivable including related correspondence from CalOES or FEMA
13. Documentation of all receipts on outstanding receivables (since June 30)
14. Supporting documentation/correspondence related to all capital contributions during the year (or after year end), including any correspondence from SAFCA
15. Analysis of inventory (if changed)
16. Detail schedule of prepaid expenses, including supporting documentation
17. Fixed asset activity schedule by property type and general ledger account detailing beginning balance, additions, retirements and ending balance – by asset and accumulated depreciation
18. Copy of fixed asset sub-ledger reports
19. Supporting documentation for all significant property additions with in-service dates, as well as retirements
20. Listing of all construction in progress at year end, with stage of completion analysis of each project

LIABILITIES AND DEFERRED INFLOWS

21. Subsidiary ledger or detailed listing of accounts payable and accrued expenses at June 30, 2019
22. Listing of all checks/disbursements since fiscal year end (June 30)
23. Detail schedule of accrued payroll and vacation
24. Analysis of developer and other customer deposits at June 30
25. Copy of GASB 68 support including respective actuarial and fund (CalPERS) reports as of June 30, as well as Bartel pension footnote analysis (see also RSI reports listed above)
26. Copy of GASB 75 support including respective actuarial and trust reports as of June 30, as well as Bartel OPEB footnote analysis (see also RSI reports listed above). We will also need the detail of OPEB expense paid on behalf of eligible retirees.

NET ASSETS

27. Reconciliation of beginning fund balance to prior year audited financial statements, if different
28. Analysis of fund balance allocations (restricted, committed, non-spendable, assigned and unassigned) as of June 30

REVENUES AND EXPENSES

29. Reconciliation of quarterly payroll summaries to payroll expense
30. Copy of payroll register for last run in fiscal year and first run in subsequent year
31. Copy of all grant agreements, as applicable and grant billings made during the year
32. Listing of any capital contributions received (or promised) during the year and related support
33. Copy of parcel/assessment study by SCI (or other engineers)

DATE: June 7, 2019

AGENDA ITEM NO. 6.1

TITLE: Review and Consider Approval of Fiscal Year 2019/2020 Budget

SUBJECT: Review and Consider Adoption of Resolution No. 2019-6-2 Approving Fiscal Year 2019/2020 Budget

EXECUTIVE SUMMARY:

The Board of Trustees of Reclamation District No. 1000 (RD 1000; District) annually adopt a budget. Staff has prepared a Budget for Fiscal Year 2019/2020 (Exhibit "A" in Resolution 2019-6-2).

RECOMMENDATION:

Staff recommends the Board review and consider adoption of Resolution No. 2019-6-2 approving Fiscal Year 2019/2020 Budget.

ATTACHMENTS:

1. Resolution No. 2019-6-2

STAFF RESPONSIBLE FOR REPORT:



Kevin L. King, General Manager

Date: 06/03/2019



RECLAMATION DISTRICT NO. 1000
RESOLUTION NO. 2019-6-2

A RESOLUTION OF THE BOARD OF TRUSTEES OF RECLAMATION DISTRICT NO. 1000
APPROVING FISCAL YEAR 2019/2020 BUDGET

At a regular meeting of the Board of Trustees of Reclamation District No. 1000 held at the District Office on the 7th day of June 2019, 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 2019/2020 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 2019/2020.

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 2019/2020 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 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 Harris, seconded by Trustee Barandas, the foregoing resolution was passed and adopted by the Board of Trustees of Reclamation District No. 1000, this 7th day of June 2019, by the following vote, to wit:

AYES: Trustees: Avdis, Barandas, Burns, Christophel, Harris, Smith
NOES: Trustees:
ABSTAIN: Trustees:
RECUSE: Trustees:
ABSENT: Trustees: Gilbert

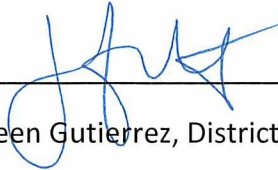


Jeff Smith

President, Board of Trustees
Reclamation District No. 1000

CERTIFICATION:

I, Joleen Gutierrez, Secretary of Reclamation District No. 1000, hereby certify that the foregoing Resolution 2019-6-2 was duly adopted by the Board of Trustees of Reclamation District No. 1000 at the regular meeting held on the 7th of June 2019 and made a part of the minutes thereof.



Joleen Gutierrez, District Secretary

**RECLAMATION
DISTRICT
NO. 1000**

**FISCAL YEAR
2019/2020
BUDGET**

JUNE 7, 2019



Fiscal Year 2019/2020 Budget

Reclamation District No. 1000 – Budget (FY19/20)

TRUSTEES

JEFF SMITH – BOARD PRESIDENT

TOM BARANDAS – BOARD VICE PRESIDENT

NICK AVDIS – TRUSTEE

CHRIS BURNS – TRUSTEE

DAVID CHRISTOPHEL – TRUSTEE

THOMAS M. GILBERT – TRUSTEE

FREDERICK HARRIS – TRUSTEE

OFFICERS

KEVIN L. KING – GENERAL MANAGER

JOLEEN GUTIERREZ – BOARD SECRETARY/TREASURER

DAY, CARTER, MURPHY, LLP - ATTORNEYS

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Introduction

General

Reclamation District No. 1000 (RD1000; District) was organized on April 8, 1911, under the California Flood Control Act of 1911. The District's affairs are governed by a seven-member Board of Trustees. At the time of formation, the District embarked on the largest privately funded reclamation project in the United States. What was accomplished by the District in the twentieth century was truly remarkable. Today, the District's perimeter levee system consists of 42.6 miles of project levees encircling the District's 55,000 acres. The District also operates and maintains an interior drainage system consisting of 30 miles of main drainage canals, approximately 150 miles of drainage ditches and eight pumping stations. The drainage system collects agricultural tailwater, stormwater and drainage and delivers them to the pumping plants for disposal in the adjacent rivers and creeks.

RD 1000 perimeter levees are undergoing the largest rehabilitation since their original construction over a hundred years ago. The \$1.7 billion Natomas Levee Improvement Project (NLIP) which began in 2007 and will continue through 2025, will provide the Natomas Basin with two hundred-year flood protection when complete.

As the District moves into its second century, its public safety mission remains its first commitment. The District's sole purpose and function is to monitor, operate, and maintain the levees and flood control infrastructure protecting the more than one hundred thousand people in the Natomas Basin, ensuring that the system is ready for the next one hundred years.

Mission Statement

Reclamation District No. 1000's 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 in a safe, efficient and responsible manner.

Responsibility Statement

On behalf of and in communication with the residents of the Natomas Basin, the District meets its flood protection Mission by operating and maintaining:

- The perimeter levee system to prevent exterior floodwaters from entering the Natomas Basin.
- The District's interior canal system to collect the stormwater runoff and agricultural drainage from within the Natomas Basin.
- The District's pump stations to safely discharge interior stormwater and agricultural drainage out of the Natomas Basin.

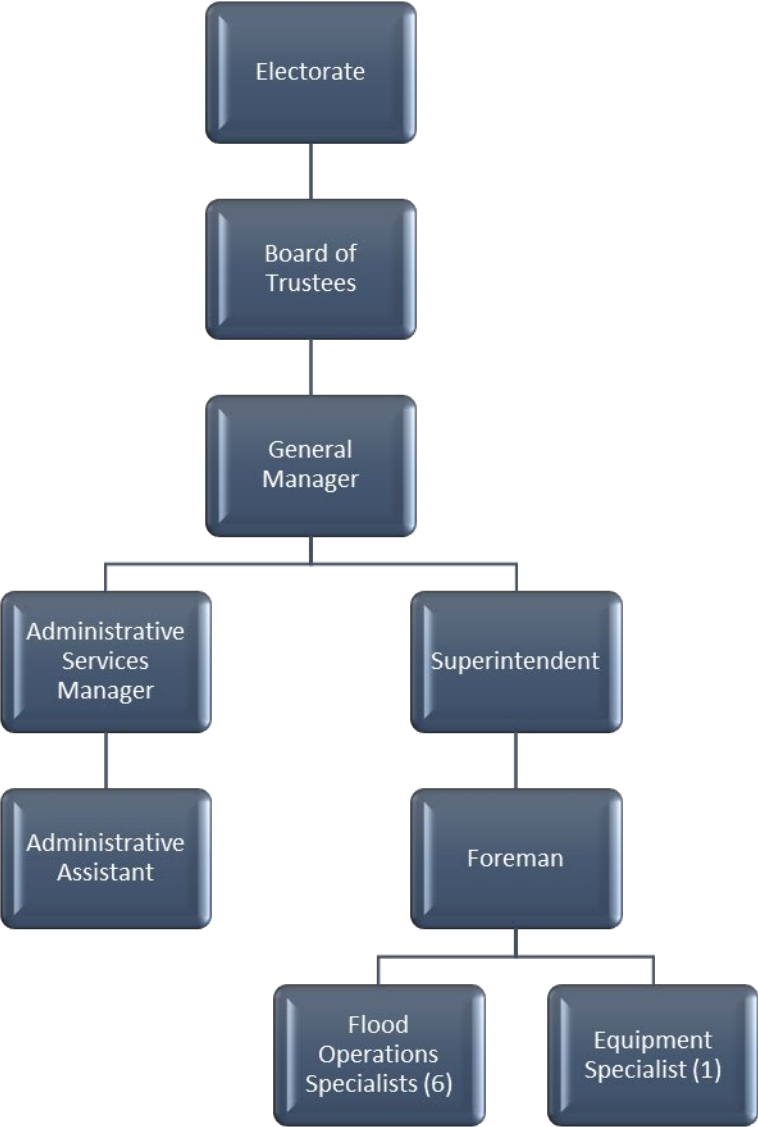
Vision Statement

In meeting its flood protection Mission, the District shall also:

- Carry out its responsibilities in a safe, professional and accountable manner that adheres to the principles of good governance and transparency being sensitive to community interests and the environment.
- Continuously identify and implement operational, maintenance, structural and non-structural improvements that reduce flood risks in the Natomas Basin.
- Cooperate with private entities and public agencies (including the Corps of Engineers and the State Central Valley Flood Protection Board) with whom the District shares responsibilities, common goals, and objectives for flood protection in the Natomas Basin.
- Educate the public about the risks of flooding in the Natomas Basin and the District's efforts to minimize those risks.

Organizational Chart

RECLAMATION DISTRICT NO. 1000 ORGANIZATIONAL CHART



Budget Summary (FY 2019/2020)

Executive Summary

The Fiscal Year 2019/2020 Budget for Reclamation District No. 1000 was prepared by General Manager, Kevin L. King, and Administrative Services Manager, Joleen Gutierrez. The budget, while unbalanced, in terms of expenditures in excess of projected revenue, was prepared in order to accomplish the goals and objectives of the District. The Fiscal Year 2019/2020 Budget is reflective of the District’s transitional position. The end of the previous budget year (FY18/19) saw the retirement of the District’s General Manager and the subsequent recruitment and hiring of a new General Manager.

The Fiscal Year 2019/2020 Budget is highlighted by expenditures aimed at positioning the District for sustained financial stability, long-term infrastructure reliability and identification of projects/policies required for further evolution of the organization. Specifically, the District intends to analyze current and future operation and maintenance costs through development of a Comprehensive Financial Plan, update the District’s Capital Improvement Plan to identify life cycle replacement schedules for infrastructure and replace said infrastructure prior to failure, and work to establish an administrative overhead rate to ensure the District is recovering indirect costs while performing reimbursable work.

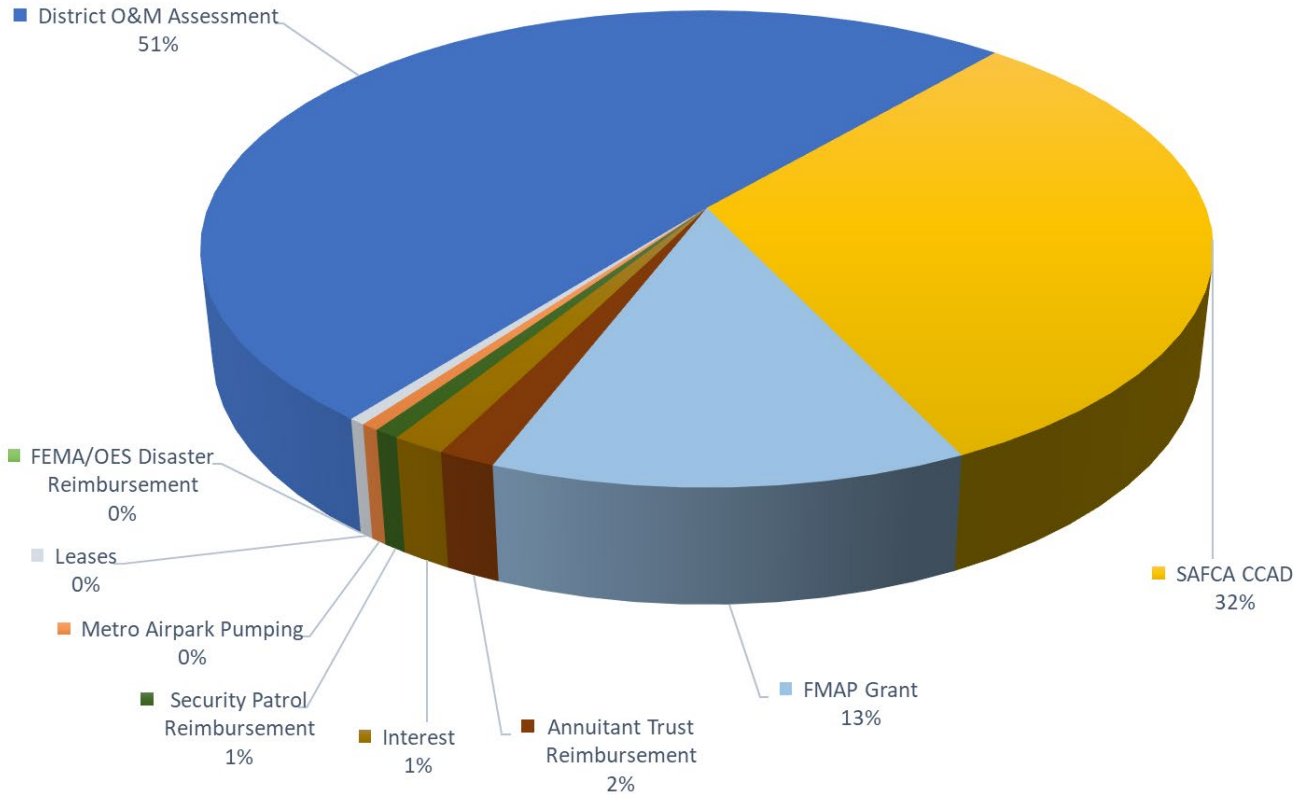
BUDGET SUMMARY FY 2019/2020	Adopted Budget FY 18/19	Estimate YE FY 18/19	Budget FY 19/20	Variance Budget FY 19/20 v. Budget FY 18/19 (over)/under
Total Revenues	3,742,000	4,802,916	4,432,000	(690,000)
Total All Expenditures	4,657,150	3,786,769	4,917,938	235,788
Net Expense to Revenue	(915,150)	1,016,147	(485,938)	(429,212)

Revenues

The District received more than \$1,060,000 in revenues in Fiscal Year 2018/2019 than budgeted. The additional revenue received was from a FEMA reimbursement for expenditures in 2012 to rebuild Pumping Plant No. 2. The one-time money is not anticipated in Fiscal Year 2019/2020. Nevertheless, the District does anticipate revenues to be \$690,000 greater in FY19/20 compared to FY18/19 Budget. The increased revenue is largely attributable to a grant (\$574K) from DWR through the Flood Maintenance Assistance Program (FMAP).

REVENUES	Adopted Budget FY 18/19	Estimate YE FY 18/19	Budget FY 19/20	Variance Budget FY 19/20 v. Budget FY 18/19 (over)/under
Revenues				
District O&M Assessment	2,250,000.00	2,250,000.00	2,250,000.00	-
SAFCA CCAD	1,400,000.00	1,400,000.00	1,400,000.00	-
Interest	50,000.00	97,072.50	65,000.00	(15,000)
Leases	20,000.00	18,628.75	20,000.00	-
Metro Airpark Pumping	22,000.00	17,487.61	22,000.00	-
FMAP Grant	0.00	0.00	574,000.00	(574,000.00)
FEMA/OES Disaster Reimbursement	0.00	905,281.00	0.00	-
Annuitant Trust Reimbursement		68,727.50	70,000.00	(70,000)
Security Patrol Reimbursement		31,000.00	31,000.00	(31,000)
Miscellaneous		14,719.00	0.00	-
Total Revenues	3,742,000	4,802,916	4,432,000	(690,000)

Projected Revenues FY 19/20



Operations & Maintenance Expenditures

The District anticipates approximately \$850K more in Operations and Maintenance expenditures in FY 19/20 compared to the FY 18/19 Budget.

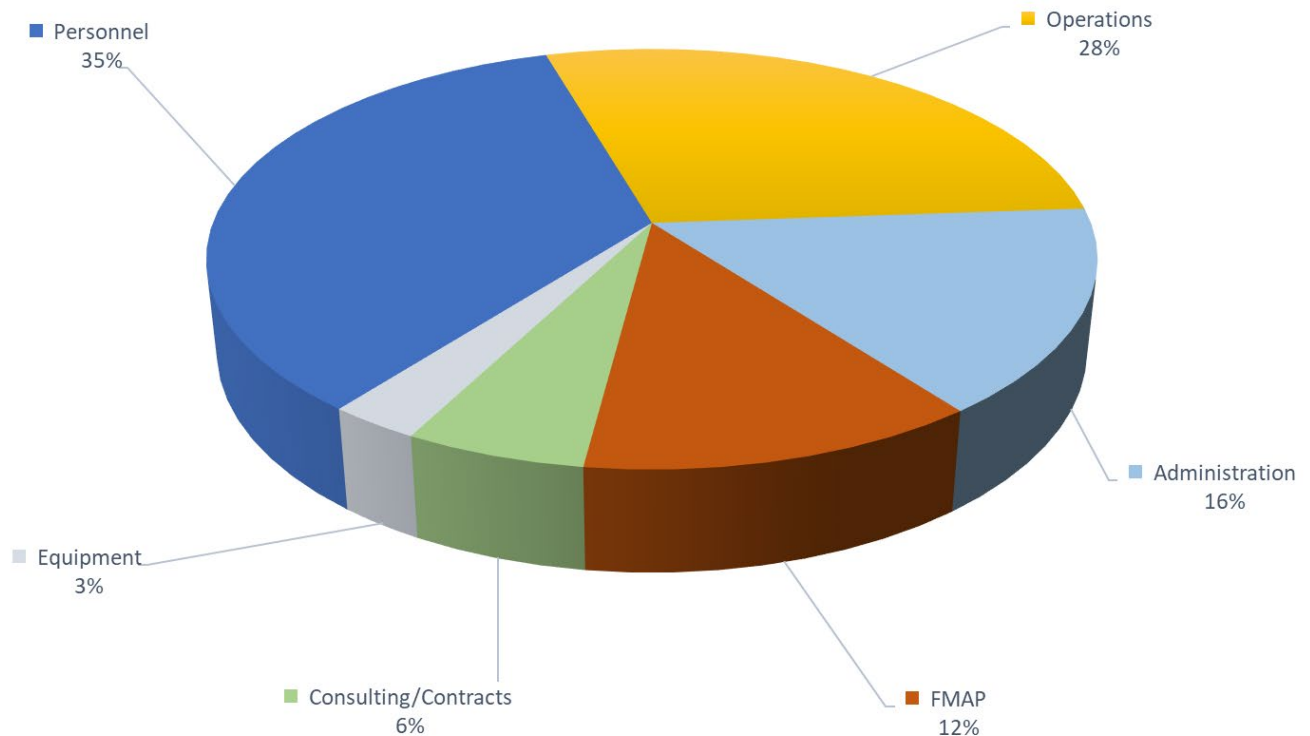
OPERATIONS & MAINTENANCE EXPENDITURES	Adopted Budget FY 18/19	Estimate YE FY 18/19	Budget FY 19/20	Variance Budget FY 19/20 v. Budget FY 18/19 (over)/under
O&M Expenditures				
Personnel	1,520,500	1,408,205	1,611,838	(91,338)
Operations	1,271,000	929,118	1,311,600	(40,600)
Administration	496,850	471,673	728,500	(231,650)
FMAP			574,000	(574,000)
Consulting/Contracts	330,000	214,769	260,000	70,000
Equipment	150,000	146,908	132,000	18,000
Total O&M	3,768,350	3,170,672	4,617,938	(849,588)

Major expenditure variations include:

- Personnel (\$91K):
 - Wages (\$58K) – Includes a 1.5% Cost of Living Adjustment plus Merit Increase (\$30K), and Retired Annuitant (\$28K).
 - Pension (\$13K) – FY 18/19 was understated by \$8K. FY 19/20 is based on CalPERS Annual Evaluation from August 2018, and calculated adjustments based on current personnel. The increase also includes an increase in pension expense (\$5K) for the District moving to a 15-year amortization schedule for the unfunded liability.
- Operations (\$40K)
 - Facility Repairs (\$93K) – includes repairs to Trash Racks, V-Drain Culvert Replacement and Boil Repairs at Plant 2.
 - Field Services (-\$42K) – Field Services were overstated in FY18/19 Budget and will be reduced based on FY 18/19 actuals

- Administration (\$232K):
 - Administrative Consultants (\$78K) – includes Comprehensive Financial Study, Total Compensation Survey, and Administrative Overhead Rate Study.
 - Election (\$55K) – occurs every two (2) years.
 - Insurance (\$40K) – Liability/Auto/Business Insurance was understated in FY 18/19 Budget; FY 19/20 expenditure increase is based on FY18/19 actual expenditures plus 10% inflationary increase.
- Flood Maintenance Assistance Program Grant (\$574K) – offset by revenue.
- Consulting/Contracts (-\$70K) – Reduction in technical consulting contracts.
- Equipment (-\$18K) – Reduction in equipment replacement.

**Projected Operations & Maintenance Expenditures
FY 19/20**



Personnel Expenditures

Personnel Expenditures	Adopted Budget FY 18/19	Estimate YE FY 18/19	Budget FY 19/20	Variance Budget FY 19/20 v. Budget FY 18/19 (over)/under
Personnel/Labor				
Wages	1,000,000.00	905,700.00	1,058,262.00	(58,262.00)
General Manager			190,128.00	
Project Manager/Engineer			28,158.00	
Admin Services Manager			99,502.00	
Superintendent			119,180.00	
Foreman			92,405.00	
Flood Operations Specialist I/II			400,206.00	
Equipment Maintenance Specialist			72,997.00	
Administrative Assistant			55,686.00	
Trustee Compensation	39,000.00	32,906.25	40,000.00	(1,000.00)
Group Health Insurance	130,000.00	95,028.75	97,440.00	32,560.00
Annuitant Health Care		68,727.50	70,000.00	(70,000.00)
Dental/Vision/Life	26,000.00	21,220.00	22,328.00	3,672.00
Workers Compensation Insurance	40,000.00	37,037.50	39,544.00	456.00
OPEB - ARC	28,000.00	0.00	30,000.00	(2,000.00)
Continuing Education	15,000.00	4,838.75	5,000.00	10,000.00
Payroll Taxes	77,500.00	69,596.25	71,000.00	6,500.00
Pension	165,000.00	173,150.00	178,264.00	(13,264.00)
Employer Portion			72,980.00	
Unfunded Liability			105,284.00	
Personnel Subtotal	1,520,500.00	1,408,205.00	1,611,838.00	(91,338.00)

Operations Expenditures

Operations Expenditures	Adopted Budget FY 18/19	Estimate YE FY 18/19	Budget FY 19/20	Variance Budget FY 19/20 v. Budget FY 18/19 (over)/under
Operations				
Consultants - Field Operations	20,000.00	23,301.25	20,000.00	0.00
Equipment Parts/Supplies	60,000.00	33,762.50	60,000.00	0.00
Equipment Rental	10,000.00	125.00	5,000.00	5,000.00
Equipment Repairs/Service	22,000.00	1,248.75	16,000.00	6,000.00
Facility Repairs	273,000.00	68,696.25	366,000.00	(93,000.00)
Gates & Fences			10,000.00	
Canal Erosion Program (RSP)			100,000.00	
Access Road AB Program			50,000.00	
Roof Repair Plant 1A			20,000.00	
Plant 2 - Boil Repairs			80,000.00	
Plant 8 Trash Rack Repairs			30,000.00	
Plant 3 Trash Rack Repairs			30,000.00	
Plant 5 Pump #1 Repair			10,000.00	
V-Drain Repair			36,000.00	
Field Equipment	8,000.00	8,000.00	10,100.00	(2,100.00)
Box Tarp for 10 Wheel Dump Truck 022			2,500.00	
Air Compressor for Service Truck			2,600.00	
Thumb Attachment for Excavator			5,000.00	
Field Services	142,000.00	56,048.75	100,000.00	42,000.00
Veg Management (Grazing, Farm Flying, Aquatic)			20,000.00	
Tree Service			50,000.00	
Pump Plant Meggar Testing			5,000.00	
Sonitrol Security			6,000.00	
Hazardous Waste Recycle			5,000.00	
Tire Recycle			5,000.00	
Backflow			500.00	
Water Service			600.00	
Misc.			7,900.00	
Fuel	65,000.00	43,043.75	55,000.00	10,000.00
Herbicides	115,000.00	99,108.75	105,000.00	10,000.00
Power	500,000.00	559,130.00	500,000.00	0.00
Refuse Collection	25,000.00	10,573.75	25,000.00	0.00
Shop Equipment (Not Vehicles)	9,000.00	3,736.25	3,000.00	6,000.00
Supplies and Materials	22,000.00	19,946.25	22,000.00	0.00
Boot Allowance			3,000.00	
Uniform Service			4,000.00	
Misc.			15,000.00	
Utilities - Field	0.00	0.00	8,000.00	(8,000.00)
Sacramento County			3,500.00	

Operations Expenditures	Adopted Budget FY 18/19	Estimate YE FY 18/19	Budget FY 19/20	Variance Budget FY 19/20 v. Budget FY 18/19 (over)/under
City of Sacramento			3,500.00	
Cell Phone Reimbursement			1,000.00	
Misc./Other - Field	0.00	146.25	500.00	(500.00)
Govt Fees/Permits - Field	0.00	0.00	12,000.00	(12,000.00)
FEMA Permits	0.00	2,250.00	4,000.00	(4,000.00)
Operations Subtotal	1,271,000.00	929,117.50	1,311,600.00	(40,600.00)

Administration Expenditures

Administration Expenditures	Adopted Budget FY 18/19	Estimate YE FY 18/19	Budget FY 19/20	Variance Budget FY 19/20 v. Budget FY 18/19 (over)/under
Administration				
Accounting/Audit	45,000.00	44,467.50	46,050.00	(1,050.00)
Bartel Associates (GASB)			3,000.00	
Audit (Mary Ann Cooper)			15,000.00	
CPA (Rob Merritt)			24,000.00	
TCS Consulting (GASB)			3,000.00	
CalPERS (GASB)			1,050.00	
Administrative Consultants	52,000.00	52,208.75	130,000.00	(78,000.00)
Financial Plan/Study			60,000.00	
Total Compensation Survey			15,000.00	
SCI Consulting (Assessment)			20,000.00	
Overhead Rate Study			25,000.00	
Miscellaneous			10,000.00	
Admin - Misc./Other Expenses	5,000.00	4,758.75	8,250.00	(3,250.00)
Bank Fees			250.00	
Business Expense			8,000.00	
Admin. Services	17,000.00	12,785.00	17,000.00	
Alarm/Security Office (Sonitrol)			4,000.00	
Copy/Print Services			2,000.00	
DOT/Screening			2,500.00	
Postage/Shipping			1,000.00	
Records/Retention Management (ECS)			2,000.00	
Timekeeping (Replicon)			4,000.00	
Miscellaneous (Job Posting/CSDA)			1,500.00	
Computer Costs (Tech/Website/Software)	17,000.00	17,065.00	24,000.00	(7,000.00)
Software (Go Daddy, Misc.)			9,000.00	
Tech Support (Terrapin)			12,000.00	
Website (Streamline)			3,000.00	
Govt Fees/Permits	12,000.00	13,457.50	12,500.00	(500.00)
City of Sacramento (Investment Pool)			6,000.00	
LAIF (Investment Pool)			5,000.00	
Police Alarm			50.00	
Miscellaneous			1,450.00	
Legal	100,000.00	80,656.25	97,000.00	3,000.00
Human Resources/Employment (Boutin Jones)			7,000.00	
General Counsel (Day Carter)			85,000.00	
Other Legal Services			5,000.00	
Liab/Auto/Business Insurance	110,000.00	134,546.25	150,000.00	(40,000.00)
Stratton			150,000.00	
Memberships	30,000.00	31,372.00	40,500.00	(10,500.00)
ACWA			15,000.00	

Administration Expenditures	Adopted Budget FY 18/19	Estimate YE FY 18/19	Budget FY 19/20	Variance Budget FY 19/20 v. Budget FY 18/19 (over)/under
CCVFCA			16,300.00	
Costco			200.00	
CSDA			8,350.00	
Sacramento LAFCO			650.00	
Mitigation Land Expenses	3,000.00	2,592.20	3,000.00	0.00
Yolo County Treasurer			3,000.00	
Office Maintenance & Repair	24,000.00	13,412.50	27,000.00	(3,000.00)
Custodial Service (Neat Freak)			10,000.00	
HVAC (Barnett)			3,000.00	
Landscaping (Carson)			13,000.00	
Pest Control (Greenlight)			1,000.00	
Office Supplies	5,500.00	4,815.00	5,500.00	0.00
Payroll Services	3,000.00	2,147.50	3,500.00	(500.00)
Payroll Services (Wells Fargo)			3,500.00	
Public Relations	40,000.00	22,796.25	45,000.00	(5,000.00)
Direct Outreach (Community Engagement)			18,000.00	
Consulting			25,000.00	
Subscriptions/Publications			2,000.00	
Small Office & Computer Equipment	5,000.00	5,110.00	12,000.00	(7,000.00)
Computer Equipment			2,000.00	
Miscellaneous Equipment			10,000.00	
Utilities (Phone/Water/Sewer/Internet)	22,000.00	22,421.25	23,700.00	(1,700.00)
Telephone (ATT)			3,500.00	
Water (City of Sacramento)			2,800.00	
Internet (Comcast)			2,000.00	
Sewer (County of Sacramento)			2,800.00	
Phone System (Great American Fin Svcs)			5,200.00	
Copier/Printer (Smile Business Systems)			3,000.00	
Cellular Service (Verizon)			4,200.00	
Miscellaneous			200.00	
Election	0.00	0.00	55,000.00	(55,000.00)
Legal			49,400.00	
Publications/Notices			1,500.00	
Facility Rental			1,000.00	
Printing Services			500.00	
Temporary Staff			2,100.00	
Miscellaneous			500.00	
Assessment/Property Taxes (SAFCA - CAD)	6,350.00	7,060.97	8,000.00	(1,650.00)
Conference/Travel/Professional Development			20,500.00	(20,500.00)
Conference (Exec Staff & Trustees)			8,500.00	
Travel (Exec Staff & Trustees)			12,000.00	
Admin Subtotal	496,850.00	471,672.67	728,500.00	(231,650.00)

Flood Maintenance Assistance Program

FMAP Expenditures	Adopted Budget FY 18/19	Estimate YE FY 18/19	Budget FY 19/20	Variance Budget FY 19/20 v. Budget FY 18/19 (over)/under
FMAP Grant				
LOI/SWIF			20,000.00	(20,000.00)
Equipment			305,100.00	(305,100.00)
(2) Pull Tractors JD 5090M Mower			124,000.00	
(1) Tiger Boom Mower, JD 5115M Tractor			181,100.00	
Operations & Maintenance			236,500.00	(236,500.00)
Vegetation Management (Tree Removal - High Priority Areas)			186,500.00	
Encroachment Enforcement (Waterside Encroachments)			50,000.00	
Administrative			12,400.00	(12,400.00)
Administrative (5% of O&M Activities)			12,400.00	
FMAP Subtotal			574,000.00	(574,000.00)

Consulting /Contracts Expenditures

Consulting/ Contracts Expenditures	Adopted Budget FY 18/19	Estimate YE FY 18/19	Budget FY 19/20	Variance Budget FY 19/20 v. Budget FY 18/19 (over)/under
Consulting/Contracts				
Technical Consultants	250,000.00	163,206.25	180,000.00	70,000.00
DPLand (Land, Right of Way and Title Expert)			5,000.00	
Kleinfelder (Geo Tech)			60,000.00	
MBK Engineering (Gen Engineering)			20,000.00	
Mead & Hunt (Gen Engineering)			60,000.00	
Managerial (Yeager, Devereux)			30,000.00	
West Yost (Hydraulic Modeling)			5,000.00	
Security Patrol	80,000.00	51,562.50	65,000.00	15,000.00
Temporary Admin			15,000.00	(15,000.00)
Christo Rey - Work Study Program (2 Students)			15,000.00	
Consulting/Contracts Subtotal	330,000.00	214,768.75	260,000.00	70,000.00

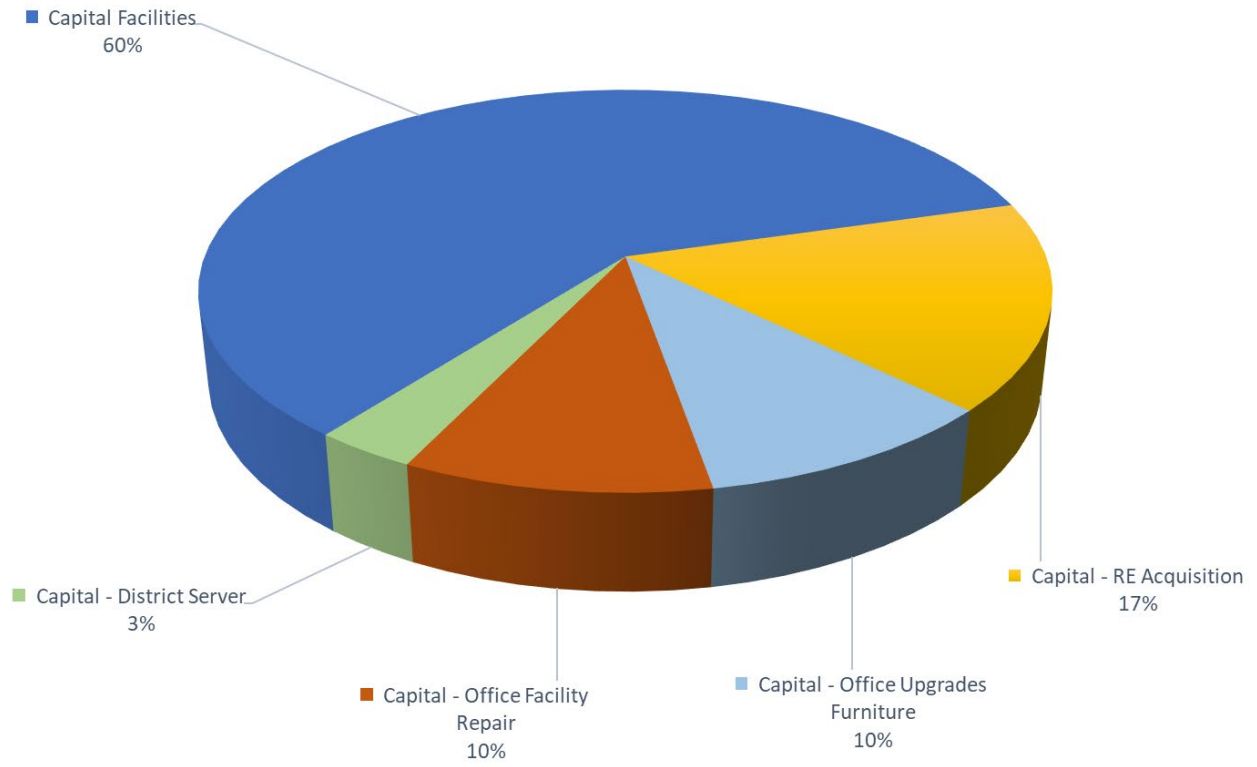
Equipment Expenditures

Equipment Expenditures	Adopted Budget FY 18/19	Estimate YE FY 18/19	Budget FY 19/20	Variance Budget FY 19/20 v. Budget FY 18/19 (over)/under
Equipment				
Equipment	150,000	146,908	132,000.00	18,000.00
(3) 3/4 Ton 4x4 Pickups (Replacement)			132,000.00	
Equipment Subtotal	150,000.00	146,908.06	132,000.00	18,000.00

Capital Expenditures

CAPITAL EXPENDITURES	Adopted Budget FY 18/19	Estimate YE FY 18/19	Budget FY 19/20	Variance Budget FY 19/20 v. Budget FY 18/19 (over)/under
Capital Expenditures				
Capital Facilities	715,000.00	550,000.00	180,000.00	535,000.00
Condition Assessment & Inspection Electrical			50,000.00	
Plant 1B Spare Transformer			100,000.00	
CIP Update			30,000.00	
Capital - Office Upgrades Furniture	15,000.00	25,000.00	30,000.00	(15,000.00)
Board Room & Kitchenette			30,000.00	
Capital - RE Acquisition	120,000.00	6,875.00	50,000.00	70,000.00
Natomas Cross Canal			20,000.00	
NEMDC Parcels			30,000.00	
Capital - Office Facility Repair	30,000.00	23,213.75	30,000.00	0.00
Window Replacement, Paint, AV Equipment			30,000.00	
Document Management	8,800.00	11,008.75	0.00	8,800.00
Capital - District Server	0.00	0.00	10,000.00	(10,000.00)
Total Capital Expenditures	888,800	616,098	300,000	588,800

**Projected Capital Expenditures
FY 19/20**



DATE: June 7, 2019

AGENDA ITEM NO. 6.2

TITLE: Review and Consider Adoption of Official Pay Rate Schedule for Fiscal Year 2019/2020

SUBJECT: Review and Consider Adoption of Resolution No. 2019-6-3 Adopting Official Pay Rate Schedule for Fiscal Year 2019/2020.

EXECUTIVE SUMMARY:

The Board of Trustees of Reclamation District No. 1000 (RD 1000; District) annually adopt an official pay rate schedule. Staff has prepared an Official Pay Rate Schedule for Fiscal Year 2019/2020 (Exhibit "A" in Resolution 2019-6-3).

RECOMMENDATION:

Staff recommends the Board review and consider adoption of Resolution No. 2019-6-3 adopting an official pay rate schedule for Fiscal Year 2019/2020.

ATTACHMENTS:

1. Resolution No. 2019-6-3

STAFF RESPONSIBLE FOR REPORT:



Kevin L. King, General Manager

Date: 06/03/2019



**RECLAMATION DISTRICT NO. 1000
RESOLUTION NO. 2019-6-3**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF RECLAMATION DISTRICT NO. 1000
ADOPTING THE OFFICIAL PAY RATE SCHEDULE FOR FISCAL YEAR 2019/2020**

At a regular meeting of the Board of Trustees of Reclamation District No. 1000 held at the District Office on the 7th day of June 2019, 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 2019/2020 and considers the proposed schedule as necessary and appropriate for Fiscal Year 2019/2020.

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 2019/2020 is hereby adopted as presented, and as attached hereto as Exhibit "A".
3. The Official Pay Rate Schedule will become effective on July 1, 2019.

BE IT FURTHER RESOLVED THAT: The General Manager and Administrative Services Manager are responsible for adherence to this resolution.

ON A MOTION BY Trustee Christophel, seconded by Trustee Barandas, the foregoing resolution was passed and adopted by the Board of Trustees of Reclamation District No. 1000, this 7th day of June 2019, by the following vote, to wit:

AYES: Trustees: Avdis, Barandas, Christophel, Harris, Smith

NOES: Trustees: Burns

ABSTAIN: Trustees:

RECUSE: Trustees:

ABSENT: Trustees: Gilbert



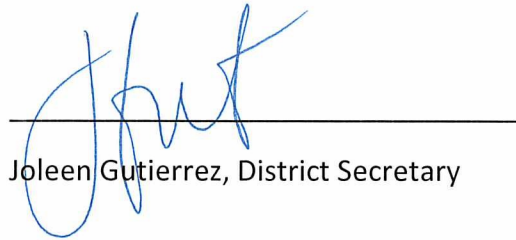
Jeff Smith

President, Board of Trustees

Reclamation District No. 1000

CERTIFICATION:

I, Joleen Gutierrez, Secretary of Reclamation District No. 1000, hereby certify that the foregoing Resolution 2019-6-3 was duly adopted by the Board of Trustees of Reclamation District No. 1000 at the regular meeting held on the 7th of June 2019 and made a part of the minutes thereof.



Joleen Gutierrez, District Secretary

RECLAMATION DISTRICT NO. 1000

OFFICAL PAY RATE SCHEDULE

2019-2020

(Adopted 6/07/2019)

(Effective 7/1/2019)

Position	Minimum	Maximum
General Manager	\$11,186/Mo.	\$15,444/Mo.
Project Manager/Engineer (Temporary)	\$9,919/Mo.	\$13,694/Mo.
Superintendent	\$7,073/Mo.	\$9,765/Mo.
Administrative Services Manager	\$5,991/Mo.	\$8,271/Mo.
Foreman	\$31.19/Hr.	\$43.07/Hr.
Equipment Maintenance Specialist	\$25.29/Hr.	\$34.92/Hr.
Flood Operations Specialist II	\$25.29/Hr.	\$34.92/Hr.
Flood Operations Specialist I	\$21.02/Hr.	\$29.02/Hr.
Administrative Assistant	\$17.54/Hr.	\$24.21/Hr.

DATE: June 7, 2019

AGENDA ITEM NO. 7.1.1

TITLE: Committee Meeting Minutes

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

EXECUTIVE SUMMARY:

Ad-Hoc Committee Meeting: Habitat Conservation Plan (HCP) – May 23, 2019

A meeting of the Reclamation District 1000 Ad-Hoc Committee: Habit Conservation Plan (HCP) was held on Thursday, May 23, 2019 at 8:00 a.m. at the District office. In attendance were Trustees Avdis, Barandas and Burns. Staff in attendance were General Manager King, Project Manager Devereux, and District Counsel Day and Towbridge. No members of the public were present and therefore no public comments were made.

General Manager King presented the Technical Memorandum provided by HT Harvey & Associates on May 1, 2019. The Technical Memorandum outlined the estimated operations and maintenance costs for the District if the District decided to join the Natomas Basin HCP. The Committee discussed various advantages and disadvantages to joining the HCP. After a lengthy discussion a suggestion was made to gradually phase in the recommended operations and maintenance activities as described in the HCP and update the District's best management practices. District staff will track costs associated with the modified practices to gather more data for an eventual decision. The committee agreed there is not a compelling reason to join the HCP at this point as the District continues to be good resource stewards. The committee decided to table any decision to join the HCP until more information is available. With no further business on the Ad-Hoc Committee Agenda, the meeting was adjourned at 9:15 a.m.

Executive Committee Meeting – May 29, 2019

A meeting of the Reclamation District 1000 Executive Committee was held on Wednesday, May 29, 2019 at 8:00 a.m. at the District office. In attendance were Trustees Smith, Barandas, and Harris. Staff in attendance was General Manager King. No members of the public were present and therefore no public comments were made.

General Manager King presented the proposed agenda for the June 7, 2019 Board of Trustees meeting. The Executive Committee approved the proposed June 7, 2019 Board Agenda and with no further business on the Executive Committee Agenda, the meeting was adjourned at 9:00 a.m.

STAFF RESPONSIBLE FOR REPORT:



Kevin L. King, General Manager

Date: 06/03/2019