



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

1633 GARDEN HIGHWAY  
SACRAMENTO, CA 95833

**FRIDAY, FEBRUARY 14, 2020  
8:00 A.M.**

**AGENDA**

**1. PRELIMINARY**

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

**2. PRESENTATIONS**

- 2.1. No Scheduled Presentations

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

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

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

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

**4. INFORMATIONAL ITEMS**

- 4.1. GENERAL MANAGER’S REPORT: Update on activities since the January 2020 Board Meeting.
- 4.2. SUPERINTENDENT’S REPORT: Update on activities since the January 2020 Board Meeting.
- 4.3. DISTRICT COUNSEL’S REPORT: Update on activities since the January 2020 Board Meeting.

**5. CONSENT CALENDAR**

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

- 5.1. APPROVAL OF MINUTES: Approval of Minutes from January 10, 2020 Regular Board Meeting.
- 5.2. TREASURER’S REPORT: Approve Treasurer’s Report for January 2020.
- 5.3. EXPENDITURE REPORT: Review and Accept Report for January 2020.
- 5.4. BUDGET TO ACTUAL REPORT: Review and Accept Report for January 2020.
- 5.5. AUTHORIZATION TO ACQUIRE PROPERTY: Review and Consider Authorizing the General Manager to Acquire Property (APN: 274-0190-001).
- 5.6. AUTHORIZATION TO ACCEPT EASEMENT: Review and Consider Adoption of Resolution No. 2020-02-01 Authorizing General Manager to Accept Grant of Easement Deed from City of Sacramento.
- 5.7. DECLARATION OF SURPLUS ASSETS AND DISPOSAL AUTHORIZATION: Review and Consider Declaration of Surplus Assets and Authorizing the General Manager to Dispose of Assets in 2020.
- 5.8. RECEIVE AND FILE: Receive and File Sacramento County Annual Investment Policy of the Pooled Investment Fund – Calendar Year 2020.

**6. SCHEDULED ITEMS**

- 6.1. ~~AUTHORIZATION TO MODIFY EASEMENTS: Review and Consider Adoption of Resolution No. 2020-02-02 Authorizing General Manager to Modify/Accept/Quit Claim Various Grant of Easement Deeds with the Natomas Basin Conservancy.~~
- 6.2. CALIFORNIA SPECIAL DISTRICTS ASSOCIATION CALL FOR NOMINATIONS: Review and Consider Nominations for California Special Districts Association Call for Nominations.
- 6.3. ENGINEERING SERVICES AGREEMENT: Review and Consider Authorizing the General Manager to Execute Task Order with Mead & Hunt for Engineering Services in 2020.

**7. BOARD OF TRUSTEE'S COMMENTS/REPORTS**

7.1. BOARD ACTIVITY UPDATES:

7.1.1. [RD 1000 Committee Meetings Since Last Board Meeting](#)

- Personnel Committee (Christophel, Avdis, & Burns) January 16, 2020
- Executive Committee (Smith & Burns) February 7, 2020

**8. CLOSED SESSION**

8.1. PERSONNEL EVALUATION: Pursuant to Government Code § 54957, hold annual personnel evaluation of the General Manager. The Board will appraise and comment upon the performance of the General Manager. If any substantial changes in duties, compensation or benefits are to be considered or proposed, they will be considered in open session.

**9. RECONVENE TO OPEN SESSION**

9.1. Report from Closed Session

**10. ADJOURN**



## RECLAMATION DISTRICT 1000

DATE: FEBRUARY 14, 2020

AGENDA ITEM NO. 4.1

---

TITLE: General Manager's Report – February 2020

SUBJECT: Update on activities since the January 2020 Board of Trustees Meeting

---

### EXECUTIVE SUMMARY:

This Staff Report is intended to report the noteworthy activities and events of the District. Noteworthy activity from January included continued coordination on Natomas Levee Improvement Project with the United States Army Corps of Engineers, SAFCA and others and introduction of Assembly Bill 1958 (Cooper/McCarty). In summary, the District had a productive and successful month. Our key activities and achievements are presented below:

### BACKGROUND:

#### 1. Administration Services

##### a. Human Resources

- i. Working with Byrce Consulting to perform job analysis and salary survey for Administrative Assistant position.

#### 2. District Operations

##### a. Flood Operations:

- i. To date the District has not performed any flood operations since the Flood Season began on November 1, 2019. River elevations have remained very low as compared to this time last year.

#### 3. Development Projects

##### a. Sutter Pointe Phase I

- i. GM King working with Sutter Pointe Phase I Landowners and Project Agents to review of Proposed Development Project.

#### 4. Capital Improvement Projects

##### a. SCADA:

- i. All site work complete, except for minor punch list items.
- ii. TESCO and ATEEM provided recommendations to resolve tablet resolution issues and provide multiple remote access sessions. Final decision pending discussions at progress meeting on 2/12/2020.
- iii. TESCO and ATEEM provided feedback and provided independent recommendations to resolve communication bandwidth issues between Base Station PC and Remote PLCs. TESCO recommends changing communication protocol with continued polling from the Base Station PC

**TITLE: General Manager's Report – February 2020**

based on bench testing performed. ATEEM has reaffirmed position to poll between PLCs in a Master/Slave configuration. Follow-up discussions scheduled for progress meeting to clarify outstanding concerns and questions. Final direction to be determined thereafter.

- iv. Integration with Natomas Mutual Water Company's SCADA system is on hold until communication issue is resolved.

b. CIP Update

- i. District entered into Professional Services Agreement with KSN, Inc. on November 12, 2019. A kickoff meeting with held on December 2, 2019.
- ii. Condition Assessment and Facility Inventory finalized in December 2019.
- iii. KSN continues to make progress towards completion of the CIP Update by May 2020.

**5. Miscellaneous**

a. DWR Flood Maintenance Assistance Program (FMAP)

- i. GM King received funding agreement for 2020/2021 FMAP application on December 4, 2019.
- ii. As authorized by the Board on August 9, 2019 (RD 1000 Resolution No. 2019-08-05) GM King signed the funding agreement in January and returned to DWR for signatures.

b. Sacramento Area Flood Control Agency (SAFCA)

- i. Board Meeting – January 16, 2020 (Attachment No. 1)

c. Pops in the Park

- i. RD 1000 has been asked to sponsor the Annual Pops in the Park event. (Attachment No. 2)

d. Sacramento County LAFCo

- i. Nomination to serve on Sacramento County LAFCO's Special District Advisory Committee (Attachment No. 3)

e. Correspondence Received

- i. Letter from Chris Burns, Elena Lee Reeder, and Jag Bains – February 7, 2020 (Attachment No. 4)

f. Unauthorized Encampments

- i. GM King met with City of Sacramento Staff and Councilwoman Ashby on January 23, 2020, to discuss encampments in North Natomas. The City was particularly concerned about encampments and debris at the Truxel Road Bridge and behind Home Depot on RD 1000 property. In response, the District immediately removed all accessible debris from the areas of

**TITLE: General Manager's Report – February 2020**

concern and with the help of Sacramento Police Department, noticed and removed the encampments in order for the District to perform operations and maintenance. The District also installed additional fencing to prevent/limit access between the bridges.

**Figure 1 – Truxel Road Bridge**



**Figure 2 – North Natomas Cleanup**



- ii. City staff is preparing to present a City Ordinance to the City Council in February 2020 to restrict encampments on the levee system and other critical public safety infrastructure.



**TITLE: General Manager's Report – February 2020**

- iii. AB 1958 (Cooper/McCarty) was introduced on January 17, 2020 (Attachment No. 5)

**ATTACHMENTS:**

1. SAFCA Board Meeting – January 16, 2020
2. Pops in the Park
3. Sacramento County LAFCo SDAC Nomination Form
4. Letter from Chris Burns, Elena Lee Reeder, and Jag Bains – February 7, 2020
5. AB 1958 (Cooper/McCarty)

**STAFF RESPONSIBLE FOR REPORT:**



---

Kevin L. King, General Manager

Date: 02/12/2020



## Board of Directors Agenda of

**January 16, 2020 - 3:00 pm**

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

**Directors/Alternates Present:** Avdis, Burns, Conant, Frost, Harris, Holloway, Jennings, Kennedy, Nottoli, Peters, Serna, and Shah

**Directors Absent:** Ashby

### ROLL CALL

### PUBLIC COMMENTS

### CLOSED SESSION

**Government Code Section 54956.8 - Conference with Real Property Negotiators.**

**Property:** 2306 La Lima Way; Sacramento County, CA. APN: 274-0430-012

**Agency Negotiators:** John A. Bassett, M. Holly Gilchrist, Jason D. Campbell, Richard M. Johnson

**Negotiating Party:** Leonard Kanefsky and Katherine Dixon

**Under Negotiation:** Price and terms of payment

Motion by Director Conant and seconded by Director Shah approving staff's recommendation to authorize the Executive Director to execute the Purchase and Sale Agreement, in compliance with terms of the Offer Letter and the Early Acquisition Incentive Program, if applicable, if the offer is accepted by the Property Owners.

**AYES:** Avdis, Burns, Conant, Frost, Harris, Holloway, Jennings, Kennedy, Nottoli, Peters, Serna, and Shah

**NOES:** (None)

**ABSTAIN:** (None)

**RECUSE:** (None)

**ABSENT:** Ashby

**Government Code Section 54957.6 - Conference with Labor Negotiators**



**Agency designated representatives: Jason Campbell, Rick Johnson**  
**Unrepresented employee: Agency Counsel**

No action was taken, nothing to report at this time.

**ELECTION OF OFFICERS**

1. [Election of Officers for the SAFCA Board of Directors for 2020 \(Gilchrist\)](#)

Motion by Director Harris nominating Director Kennedy as Chair for 2020. Motion by Director Holloway nominating Director Harris as Vice Chair for 2020.

AYES: Avdis, Burns, Conant, Frost, Harris, Holloway, Jennings, Kennedy, Nottoli, Peters, Serna, and Shah  
NOES: None  
ABSTAIN: None  
RECUSE: None  
ABSENT: Ashby

**CONSENT MATTERS**

Motion by Director Conant and seconded by Director Avdis to approve Resolution Nos: 2020-001; 2020-002; 2020-003; 2020-004; 2020-005; 2020-006; and 2020-007 of Consent Matters.

AYES: Avdis, Burns, Conant, Frost, Harris, Holloway, Jennings, Kennedy, Nottoli, Peters, Serna, and Shah  
NOES: None  
ABSTAIN: None  
RECUSE: None  
ABSENT: Ashby

2. [Adopting the Action Summary for December 19, 2019 \(Russell\)](#)

3. [Resolution No. 2020-001 - Authorizing the Executive Director to Execute Construction Contract Change Order No. 3 to Contract No. 4444 for the Bryte Landfill Remediation Project, Yolo County, California \(Tibbits\)](#)

4. [Resolution No. 2020-002 - Authorizing the Executive Director to Execute Contract Change Order No. 1 to Contract 40903 - Sacramento River East Levee Improvements - Levee Encroachment Removal and Restoration Project, 5890 Riverside Boulevard, Sacramento, County, California \(Ghelfi\)](#)

5. [Resolution No. 2020-003 - Adopting Addendum No. 7 to the Environmental Impact Report on the North Sacramento Streams,](#)

[Sacramento River East Levee, Lower American River, and Related Flood Improvements Project \(July 2016\); and Approval of Modifications to the North Sacramento Streams, Sacramento River East Levee, Lower American River, and Related Flood Improvements Project \(Ghelfi\)](#)

6. [Resolution No. 2020-004 - Authorizing the Executive Director to Execute Contract Change Order No. 4 for the Magpie Creek Floodplain Conservation Project, Sacramento County, California, Contract No. 4430 with Helix Environmental Construction Group, Inc. \(Jawanda\)](#)
7. [Resolution No. 2020-005 - Authorizing an Amendment to the Sacramento Area Flood Control Agency Development Impact Fee Program Administrative Procedures Manual 2016 and Approving an Inflationary Adjustment \(Campbell\)](#)
8. [Resolution No. 2020-006 - Supporting Sierra Northern Railway Petition to the Surface Transportation Board in Regards to the Real Estate Transaction Agreement \(Johnson\)](#)
9. [Resolution No. 2020-007 - Authorizing the Executive Director to Execute Amendment No. 4 to Contract No. 1466 with Parsons Government Services Inc. for Project Scheduling Development and Analysis Support Services Related to American River Common Features 2016 Projects \(Campbell\)](#)

**EXECUTIVE DIRECTOR'S REPORT – no action**

10. [Information - Executive Director's Report for January 16, 2020 \(Johnson\)](#)

**RECEIVE AND FILE – no action**

11. [Report of Construction Contract Change Orders Issued Under Delegated Authority for the Second Quarter, Fiscal Year 2019-20 \(Gilchrist\)](#)
12. [Report of Insurance Claims Settled Under Delegated Settlement Authority for the Second Quarter, Fiscal Year 2019-20 \(Gilchrist\)](#)
13. [Report of Professional Services Agreements Issued Under Delegated Authority for the Second Quarter, Fiscal Year 2019-20 \(Gilchrist\)](#)
14. [Status Reports of Environmental Consulting Master Services Agreements for the Second Quarter, Fiscal Year 2019-20 \(Gilchrist\)](#)

15. [Report of Real Property Transaction Where Just Compensation is Less than \\$500,000 Executed Under Delegated Authority for the Second Quarter, Fiscal Year 2019-20 \(Gilchrist\)](#)
16. [Status Reports of Right of Way Consulting Master Services Agreements for the Second Quarter, Fiscal Year 2019-20 \(Gilchrist\)](#)
17. [Report of California Uniform Public Construction Cost Accounting Act \(CUPCCAA\) Contracts Issued Under Delegated Authority for the Second Quarter, Fiscal Year 2019-20 \(Gilchrist\)](#)
18. [Status Reports of Flood Risk Management Planning Master Services Agreements for the Second Quarter, Fiscal Year 2019-20 \(Gilchrist\)](#)
19. [Status Reports of Land Survey and Mapping Master Services Agreements for the Second Quarter, Fiscal Year 2019-20 \(Gilchrist\)](#)

## **ADJOURN**

Respectfully submitted,  
Lyndee Russell

Good afternoon, Councilmember Harris' office asked me to reach out to you about this great marketing opportunity!

POPS in the Park has been an East Sacramento tradition (every Saturday in June) for 27 years and when Jeff Harris became the Councilmember for District 3, he brought POPS to South Natomas Community Park as well. This year, we are combining the concert series to include all 5 concerts with one program that will have numerous businesses advertising and sponsoring the events. Sponsoring all 5 events or even just one Neighborhood event is a great marketing opportunity. Advertising space is currently available in our program. Get your company name recognized by over 5000 people!

Please see the attached information, and don't hesitate to reach out to me or David Gonsalves with any questions!

Thanks!

Janet

Janet Mason  
916-736-1132

[janet@ideasbydesign-graphics.com](mailto:janet@ideasbydesign-graphics.com)

<http://www.ideasbydesign-graphics.com>

# EAST SACRAMENTO & NATOMAS



## Sponsorship Information

- 6/6/20 East Portal Park
- 6/13/20 Bertha Henschel Park
- 6/20/20 East Portal Park
- 6/27/20 Glenn Hall Park
- 9/12/20 S. Natomas Park

### Sponsorship Levels:

- Major (ALL-5)-\$3000**  
(June AND Sept)
- Major (East Sac-4)-\$2500**  
(June ONLY)
- Neighborhood-\$1000**  
(One ONLY)

Sponsorship Benefits	Major ALL	Major East Sac	Neighborhood
• Your logo on 4' x 6' signs at Azevedo, Truxel, San Juan	X		
• Your logo displayed on H St. Billboard	X	X	
• One 10' x 10' canopy, table, chairs at ALL 5 events	X		
• One 10' x 10' canopy, table, chairs at ALL 4 events		X	
• Verbal recognition at ALL concerts	X	X	
• Logo on 8000 school flyers	X	X	
• Full page program ad BW	X	X	
• Name recognition on media advisories	X	X	X
• Logo displayed on websites, social media promotion	X	X	X
• One 10'x10' canopy, table, chairs at ONE event			X
• Half page program ad BW			X
• Verbal recognition at ONE event			X

Program ads (black and white):			
<input type="radio"/> Full Page	\$500	Image area 10" h X 7-1/2" w	<input type="radio"/> 1/4 Page
<input type="radio"/> 1/2 Page	\$300	Image area 4-5/8" h X 7-3/8" w	\$200
			Image area 4-5/8" h X 3-9/16" w

Business/ Organization: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Business Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Website: \_\_\_\_\_

Email: \_\_\_\_\_

Signature: \_\_\_\_\_ **TOTAL ENCLOSED:** \_\_\_\_\_

MAIL COMPLETED FORM WITH FULL PAYMENT TO:  
 Gifts to Share, Inc./POPS  
 915 I Street, 3rd Floor Sacramento, CA 95814

-OR- COMPLETE THE ONLINE FORM @  
<https://giftstoshareinc.ejoinme.org/donate>  
 Select: POPS in the Park

**EMAIL PRESS READY PDF TO: Janet Mason at [ibd@surewest.net](mailto:ibd@surewest.net) 300 dpi PDF format DUE May 1st**

For more information: David Gonsalves, Assistant to City Councilmember Jeff Harris, District 3  
 916.808.7003 or [DGonsalves@cityofsacramento.org](mailto:DGonsalves@cityofsacramento.org)  
 (Gifts to Share, Inc. is a 501c3, Federal Tax ID #94-2985546)



SACRAMENTO LOCAL AGENCY FORMATION COMMISSION  
1112 I Street, Suite 100 • Sacramento, CA 95814 • (916) 874-6458 • Fax (916) 874-2939  
[www.saclafco.org](http://www.saclafco.org)

**DATE:** February 4, 2020  
**TO:** All Independent Special District Boards  
**SUBJECT:** Nominations for Membership on SDAC

You are cordially invited to nominate a Member of your Board to join the Special District Advisory Committee (SDAC). The purpose of the Committee is to provide Sacramento LAFCo with input on issues related to Special Districts, as well as to receive information on issues before the Commission.


The SDAC membership of seventeen is composed of the two LAFCo Special District Commissioners, and the Alternate Special District Commissioner, and representatives from recreation and park, fire, water, flood control, cemetery and other types of special districts. SDAC members serve 2 year terms without compensation. Currently there are seven (7) vacant seats for Office "A" on the Committee. New members will be selected by the SDAC *Sub-committee on Membership* from the pool of nominees provided by the Special Districts.

SDAC meetings are held quarterly on the fifth Tuesday, or as needed. The SDAC meets at 7:00 PM @ SMUD Customer Service Center (CSC) (6301 S Street) Sacramento, in the Rubicon Room.

A nomination form is attached. If you wish to nominate a member of your Board, please complete the form and return it to LAFCo no later than **Thursday, February 27, 2020.**

Please feel free to contact me by email or phone if you have questions about this process.  
Very truly yours,

SACRAMENTO LOCAL AGENCY FORMATION COMMISSION



Donald J. Lockhart, AICP  
Executive Officer  
(916) 874-2937  
[Donald.Lockhart@SacLAFCo.org](mailto:Donald.Lockhart@SacLAFCo.org)

Enclosure: Nomination Form  
Current Roster

---

SPECIAL DISTRICT ADVISORY COMMITTEE  
**Nomination Form**

*Recommendation to the **SDAC Selection Committee***

In accordance with the bylaws of the Special District Advisory Committee, the  
Governing Board of the \_\_\_\_\_ District  
nominates \_\_\_\_\_ (Board Member)  
for the following position on the SDAC:

Office "A" -two year term (ends 12/31/21)

Signature: Board Chairperson

Date: \_\_\_\_\_

**ATTEST:**

\_\_\_\_\_  
District Manager or District Secretary

\_\_\_\_\_  
Please print e-mail address

**Please attach resume of Nominee.**

**Please send completed nominations to:**

Donald J. Lockhart, AICP, Assistant Executive Officer.  
Sacramento LAFCo  
1112 "I" Street; Suite 100  
Sacramento CA 95814  
[Donald.Lockhart@Sac LAFCo.org](mailto:Donald.Lockhart@SacLAFCo.org)

---

*Donald J. Lockhart AICP, Executive Officer; Diane Thorpe, Commission Clerk*  
[www.saclafco.org](http://www.saclafco.org)



**OFFICE "A" 1/2020 TERM EXPIRES 12/21**

Initial	First	Last	District	Phone	Form 700	Email address
	<b>Vacant</b>					

**OFFICE "B" TERMS 1/19 – 12/20**

						<a href="mailto:lindsey@sacfarmbureau.org">lindsey@sacfarmbureau.org</a>
	Gary	Page	Fair Oaks Water District	916-967-5723		<a href="mailto:garypageusa@msn.com">garypageusa@msn.com</a>
	Carolyn	Flood	Fair Oaks Cemetery	916-966-9294		carolynflood2@gmail.com
	Elliot	Mulberg	Florin Resource Conservation District	916-217-8393		<a href="mailto:mulberg@gmail.com">mulberg@gmail.com</a>
	Jessica	Dias	Fulton-El Camino R&PD	206-550-0458		<a href="mailto:jessicad993@gmail.com">jessicad993@gmail.com</a>
	Stacey	Bastian	Rio Linda/ Elverta R&PD	916-217-1485		<a href="mailto:stacbastian@yahoo.com">stacbastian@yahoo.com</a>
	<b>Vacant</b>					

**OFFICE "C" COMMISSIONERS**

	Charlea	Moore	Alternate Commissioner RLE R&PD	(916)275-3275		<a href="mailto:charhorseranch@aol.com">charhorseranch@aol.com</a>
	Gay	Jones	Sacramento Metropolitan Fire District	cell: 916-208-0736 office: 916-859-4305		<a href="mailto:h2ogay@pacbell.net">h2ogay@pacbell.net</a>
	Lindsey	Liebig (Chair)	Herald FPD	916-513-1619		<a href="mailto:lindsey@sacfarmbureau.org">lindsey@sacfarmbureau.org</a>

Chris Burns  
3390 Shearwater Drive  
Sacramento, CA 95833  
[cburns@rd1000.org](mailto:cburns@rd1000.org)  
916.600.8426

February 7, 2020

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

Dear Kevin,

We wanted to thank you for providing the board with an incident report regarding the SCADA system failure on December 2, 2019. We were fortunate that staff was alert and decided to monitor the canal water levels independent of the SCADA system and initiate the pumps via manual control.

However, the fact that the system failure was not isolated to just one pumping plant raises several concerns with the installation and operation of the SCADA system. If it had occurred at one, maybe two pumping stations, it might be considered coincidental. But for it to have impacted all the district plants means it may have been a design flaw, installation error, poor project management oversight or any combination of these factors.

To help belay any lingering concerns about the SCADA system operability, we would ask you to consider the following:

1. Prior to accepting the completed SCADA system from the contractor, perform an independent design review and testing of the system by someone not directly involved in the project management, system installation or RD 1000 staff.
2. Explore the recommendation by staff to install water level monitors and an alarming system as a back-up should the pumps fail to start when set in auto mode in the future. We recommend this alarm system be independent of the SCADA system.

Thank you in advance for considering these suggestions on the SCADA system.

Sincerely,

Chris Burns

Elena Lee Reeder

Jag Bains

**ASSEMBLY BILL**

**No. 1958**

---

---

**Introduced by Assembly Members Cooper and McCarty**  
**(Coauthors: Assembly Members Flora and Gallagher)**  
(Coauthors: Senators Dodd and Pan)

January 17, 2020

---

---

An act to amend Section 8720 of, to add Section 8540 to, and to repeal and add Section 8712 of, the Water Code, relating to flood control, and declaring the urgency thereof, to take effect immediately.

LEGISLATIVE COUNSEL'S DIGEST

AB 1958, as introduced, Cooper. State Plan of Flood Control: facilities.

Existing law establishes the Central Valley Flood Protection Board and authorizes the board to engage in various flood control activities along the Sacramento River, the San Joaquin River, their tributaries, and related areas. Existing law requires every plan of reclamation, flood control, drainage, improvement, dredging, or work, that includes or contemplates the construction, enlargement, revetment, or alteration of any levee, embankment, canal, or other excavation in the bed of or along or near the banks of the Sacramento or San Joaquin Rivers or any of their tributaries or connected therewith, upon any land adjacent thereto, within any of the overflow basins thereof, or upon any land susceptible to overflow therefrom, to be approved by the board before construction is commenced. Existing law prohibits a levee along a river or bypass at any of those specified places, or any levee forming part of any adopted flood control plan, from being cut or altered without permission of the board. Existing law makes a violation of the latter provisions a misdemeanor.

This bill would instead prohibit a person from concealing, defacing, destroying, modifying, cutting, altering, or physically or visually obstructing any levee along a river or bypass at any of those specified places, any levee forming part of any flood control plan, or any other facility of the State Plan of Flood Control, including, but not limited to, any and all associated rights of way, without permission of the board. By expanding the behavior that would be punishable as a misdemeanor, the bill would impose a state-mandated local program. The bill would authorize the board or its designee, or a local agency that maintains the levee or facility, to inspect and remove any physical or visual obstructions placed or alterations made on any of the above-specified levees or facilities, including, but not limited to, any and all associated rights of way. The bill would authorize a peace officer, as defined, to enforce those provisions punishable by a misdemeanor in any place in the state to which the peace officer’s authority extends.

This bill would declare, among other things, that facilities of the State Plan of Flood Control are critical public infrastructure necessary for the protection of life, property, and the economy.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that no reimbursement is required by this act for a specified reason.

This bill would declare that it is to take effect immediately as an urgency statute.

Vote:  $\frac{2}{3}$ . Appropriation: no. Fiscal committee: yes.

State-mandated local program: yes.

*The people of the State of California do enact as follows:*

- 1 SECTION 1. Section 8540 is added to the Water Code, to read:
- 2 8540. The Legislature finds and declares as follows:
- 3 (a) The federal, state, and local governments have invested
- 4 billions of dollars into improving the State Plan of Flood Control,
- 5 which is composed of essential public safety infrastructure.
- 6 (b) The purpose of and need for the State Plan of Flood Control
- 7 is to protect life, property, and the economy.
- 8 (c) Facilities of the State Plan of Flood Control are critical public
- 9 infrastructure necessary for the protection of life, property, and
- 10 the economy.

1 SEC. 2. Section 8712 of the Water Code is repealed.

2 ~~8712. No levee along a river or by-pass at any of the places~~  
3 ~~mentioned in this article, nor any levee forming part of any of the~~  
4 ~~plans of flood control adopted by this part or by the board, shall~~  
5 ~~be cut or altered without permission of the board.~~

6 SEC. 3. Section 8712 is added to the Water Code, to read:

7 8712. (a) A person shall not conceal, deface, destroy, modify,  
8 cut, alter, or physically or visually obstruct any levee along a river  
9 or bypass at any of the places mentioned in this article, any levee  
10 forming part of any of the plans of flood control adopted by this  
11 part or by the board, or any other facility of the State Plan of Flood  
12 Control, including, but not limited to, any and all associated rights  
13 of way, without permission of the board.

14 (b) The board or its designee, or a local agency that maintains  
15 the levee or facility, may inspect and remove any physical or visual  
16 obstructions placed or alterations made on any levee along a river  
17 or bypass at any of the places mentioned in this article, any levee  
18 forming part of any of the plans of flood control adopted by this  
19 part or by the board, or any other facility of the State Plan of Flood  
20 Control, including, but not limited to, any and all associated rights  
21 of way.

22 SEC. 4. Section 8720 of the Water Code is amended to read:

23 8720. (a) Any person who does any act contrary to or in  
24 violation of any of the provisions of this article is guilty of a  
25 misdemeanor.

26 (b) *A peace officer, as defined in Chapter 4.5 (commencing with*  
27 *Section 830) of Title 3 of Part 2 of the Penal Code, may enforce*  
28 *the provisions of this article in any place in the state to which the*  
29 *peace officer's authority extends.*

30 SEC. 5. No reimbursement is required by this act pursuant to  
31 Section 6 of Article XIII B of the California Constitution because  
32 the only costs that may be incurred by a local agency or school  
33 district will be incurred because this act creates a new crime or  
34 infraction, eliminates a crime or infraction, or changes the penalty  
35 for a crime or infraction, within the meaning of Section 17556 of  
36 the Government Code, or changes the definition of a crime within  
37 the meaning of Section 6 of Article XIII B of the California  
38 Constitution.

39 SEC. 6. This act is an urgency statute necessary for the  
40 immediate preservation of the public peace, health, or safety within

1 the meaning of Article IV of the California Constitution and shall  
2 go into immediate effect. The facts constituting the necessity are:  
3 Because facilities of the State Plan of Flood Control are critical  
4 public safety infrastructure necessary for the protection of life,  
5 property, and the economy, it is necessary for this act to take effect  
6 immediately.

O



## RECLAMATION DISTRICT 1000

DATE: FEBRUARY 14, 2020

AGENDA ITEM NO. 4.2

---

**TITLE:** Superintendent's Report – February 2020

**SUBJECT:** Update on activities since the January 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 January 2020. 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: 02/05/2020

---

Kevin L. King, General Manager

Date: 02/06/2020



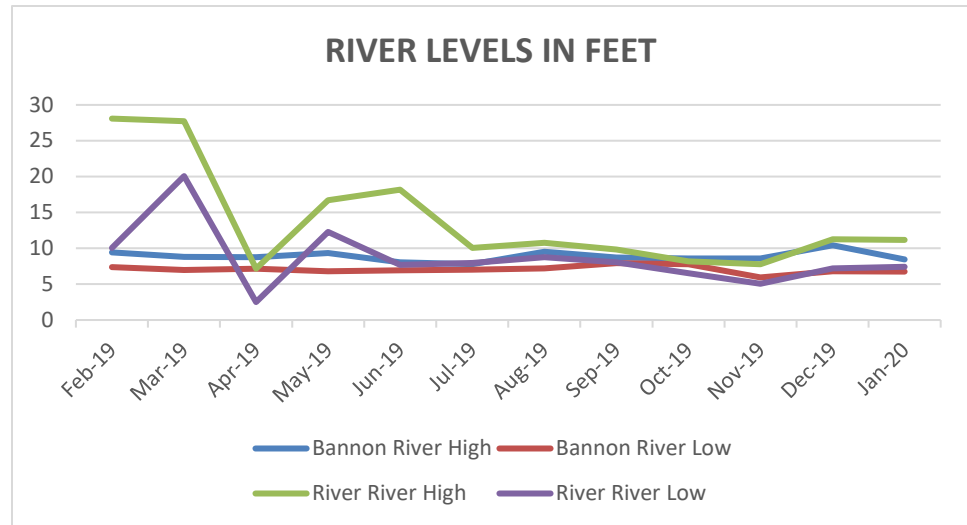


## Superintendent's Report January 2020

### River Levels:

**Bannon** H: 8.45'  
L: 6.74'

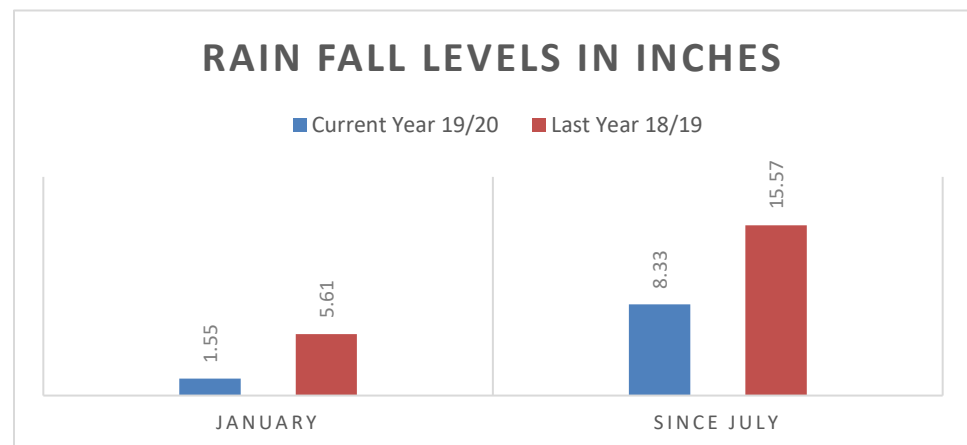
**River** H: 11.15'  
L: 7.4'



### Rain Fall Totals:

January rain totals were 1.55"

Rain totals since July 1st were 8.33"



### Safety Topics for the Month of January

Unauthorized encampment clean-up – use caution when handling debris for your protection.

### District Complaints

For the month of January, the District received eight complaints. Four complaints were reported regarding illegal dumping and trash debris from unauthorized encampments. The District informed the callers that we are actively working with City/County officials regarding encampments and have removed debris from illegal dumping activity as well as abandoned encampment sites. The District received one call regarding aquatic vegetation concerns in District canals. The District currently has the locations on their current maintenance rotation schedule. The District received two complaints regarding a damaged fence near the La Lima subdivision. Foreman Del Castillo worked with one of the residents to locate and repair the damaged fence. The District also received a call from an area resident with concerns about the District's use of squirrel bait (diphacinone); Superintendent Caldwell confirmed that the District remains in compliance with California law regarding the use of Diphacinone within the District.

Superintendent's Report

The chart below represents various activities the field crew spent their time working on during the month of January 2020.

RD 1000 Field Crew	*Field Hours Worked	Activity
	24	Grounds
	20	Pump Plant Maintenance
	545	Pump Rounds
	18	Ditch Maintenance
	40	Fence Repair
	69	Levee Maintenance
	288	Garbage
	5	Weed Control
	6	Tree Trimming/Removal
	8	Mowing
	120	Equipment Repair

Hours worked do not include Superintendent's time

**Pumping**

The District did some pumping for the month of January due to a small rain event and continued rice water drainage.

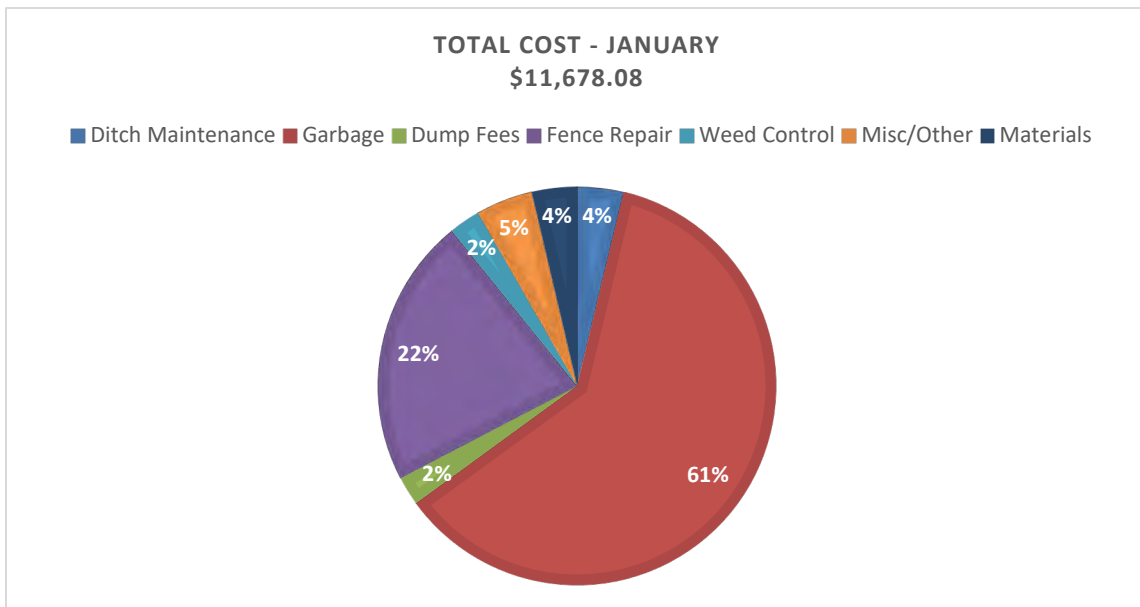
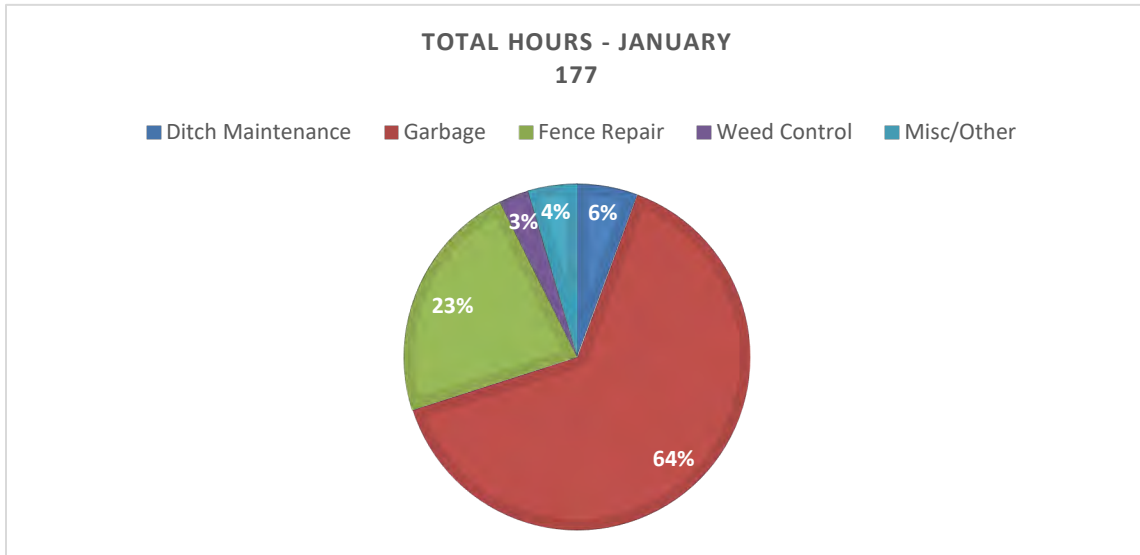
Pumping Plant	Pump	Hours and A/F
<b>Plant 3</b>	Pump # 1	31 hours and 114.7 A/F
	Pump # 4	200.1 hours and 820.41 A/F
<b>Plant 8</b>	Pump # 3	338.9 hours and 3558.45 A/F
	Pump # 5	312.1 hours and 1185.98 A/F

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

Superintendent's Report

**Unauthorized Encampment Activity**

During the month of January, the District spent a total of 177 crew hours on unauthorized encampment related work for a total cost to the district of \$11,678.08. This total includes labor,\* equipment costs, materials and dump fees.



**Unauthorized Encampment Activity – Year to Date**

This fiscal year to date the District spent a total of 661 crew hours on unauthorized encampments for a total cost to the district of \$46,911.11. This total includes labor,\* equipment costs, materials and dump fees.

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



## RECLAMATION DISTRICT 1000

DATE: FEBRUARY 14, 2020

AGENDA ITEM NO. 4.3

---

**TITLE:** District Counsel's Report – February 2020

**SUBJECT:** Update on activities since the January 2020 Board of Trustees Meeting

---

**EXECUTIVE SUMMARY:**

Reclamation District 1000's (RD 1000; District) General Counsel, Rebecca Smith and/or Scott Shapiro to provide verbal report of work performed during the month of January 2020.

**ATTACHMENTS:**

None

**STAFF RESPONSIBLE FOR REPORT:**

---

Kevin L. King, General Manager

Date: 02/10/2020



## RECLAMATION DISTRICT 1000

DATE: FEBRUARY 14, 2020

AGENDA ITEM NO. 5.1

---

**TITLE:** Approval of Minutes

**SUBJECT:** Approval of Minutes from January 10, 2020 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 actions taken by the Board. Staff recommends Board approval of meeting minutes (Attachment 1) from the January 10, 2020 Regular Board Meeting.

**BACKGROUND:**

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

**RECOMMENDATION:**

Staff recommends the Board approve the Minutes from the January 10, 2020 Regular Board Meeting.

**ATTACHMENTS:**

1. January 10, 2020, Board Meeting Minutes

**STAFF RESPONSIBLE FOR REPORT:**

  
\_\_\_\_\_  
Joleen Gutierrez, Administrative Services Manager

Date: 02/06/2020

  
\_\_\_\_\_  
Kevin L. King, General Manager

Date: 02/06/2020



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

1633 Garden Highway  
Sacramento, CA 95833

**JANUARY 10, 2020  
MEETING MINUTES**

The Reclamation District No. 1000 Board of Trustees met in regular session on January 10, 2020 at the District Office. Present were: Board President Jeff Smith; Vice President Chris Burns; Trustee Nick Avdis; Trustee Jag Bains; Trustee David Christophel; Trustee Thom Gilbert; Trustee Elena Lee Reeder; General Manager Kevin King; Co-General Counsel Rebecca Smith; Administrative Services Manager Joleen Gutierrez; District Superintendent Don Caldwell and Administrative Assistant Christina Forehand.

Also, Present: Scott Brown from Larsen, Wurzel & Associates, and Co-General Counsel Scott Shapiro from Downey Brand LLC.

**1. PRELIMINARY**

**1.1 Call Meeting to Order**

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

**1.2 Roll Call**

Present: Trustees David Christophel, Jag Bains, Elena Lee Reeder, Jeff Smith, Trustee Avdis, Trustee Burns, Trustee Gilbert.

Absent: None.

**1.3 Approval of the Agenda**

A motion was made by Trustee Nick Avdis to approve the Agenda, seconded by Trustee David Christophel, all in favor, and motion is approved.

**MOVED/SECONDED:** Trustee Nick Avdis/Trustee David Christophel

**AYES:** Trustees Thom Gilbert, Chris Burns, Nick Avdis, Jeff Smith, Elena Lee Reeder, Jag Bains, David Christophel

**NOES:** None.

**ACTION:** A motion to approve the January 10, 2020 Board meeting agenda passed.

#### 1.4 Pledge of Allegiance

All stand and recite the Pledge of Allegiance.

#### 1.5 Conflict of Interest

No conflicts were identified.

### **2. PRESENTATIONS**

There were no scheduled presentations.

### **3. PUBLIC COMMENT**

No public comments were made.

### **4. INFORMATIONAL ITEMS**

#### 4.1 GENERAL MANAGER'S REPORT: Update on activities since the December 2019 Board Meeting.

The General Manager's written report was included in the January 10, 2020 board packet for review.

General Manager, Kevin King, gave a verbal update of activities and events of the District during December 2019. He made known the close-out for the 2019 FMAP Grant is in progress; and announced his signing of the 2020 FMAP Grant Agreement with plans to share a fully executed copy of the Agreement with the Board in February. He reminded the Board of their advance authorization to sign the 2020 FMAP Agreement in August 2019.

GM King reported he would have an update in February concerning the reintroduction of AB 137 (Cooper) that should happen on January 16. Currently, Assemblymember Jim Cooper is seeking potential bill co-authors.

#### 4.2 SUPERINTENDENT'S REPORT: Update on activities since the December 2019 Board Meeting

A written informational summary was provided to the Board in the January 10, 2020 board packet.

Trustee Burns requested to have annual year to date costs of homeless encampments in addition to monthly activity and associated costs. Staff will include year to date running totals into monthly Superintendent Reports.

Trustee Avdis asked about the SCADA system. GM King believes the failure of the automated startup to be an isolated incident. TESCO has rewired the pumping plants; the configuration issue is corrected, and the system should not trip off while in auto mode function. The alarm system should be functional and should notify if the system



is not functioning in automated mode. Consultant Scott Brown from Larsen & Wurzel Associates, also provided a detailed explanation of the SCADA system issue and resolution. Trustee Smith would like to ensure the future bandwidth needs of the SCADA system are considered as he anticipates future needs (video) may be required.

#### 4.3 DISTRICT COUNSEL'S REPORT: Update on District Legal activities since the December 2019 Board Meeting

District Co-General Counsel Rebecca Smith, of Downey Brand LLC attended her first board meeting with the District. After a brief introduction, the Board determined general counsel will provide monthly reports of time spent on district/related activities. The Board also invited Counsel Smith to share best practices as well as other important information as it becomes known.

GM King made known he intends to work with counsel to address the District's election process resulting from SB 415 (Hueso), the Voter Participation Rights Act.

### 5. CONSENT CALENDAR

*All Consent Calendar items are considered routine, and the Board adopts them in one Motion, unless Trustees, staff or the public request specific items be discussed and/or removed from the Consent Calendar.*

*There were no items pulled for further discussion.*

**MOVED/SECONDED:** Trustee David Christophel / Trustee Elena Lee Reeder

**AYES:** Trustees Jeff Smith, Chris Burns, Nick Avdis, Elena Lee Reeder, Jag Bains, David Christophel, Thom Gilbert

**NOES:** None

**ACTION:** A motion to approve Consent Calendar Items 5.1, 5.2, 5.3, 5.4 in one motion with recommended minor typographical changes to Items 5.1, and page 1 of 7.11 passed.

#### 5.1 Approval of Minutes from the December 13, 2019, Regular Board Meeting

**ACTION:** Approved Minutes from December 13, 2019, Board Meeting.

#### 5.2 Treasurer's Report for December 2019.

**ACTION:** Approved Treasurer's Report for December 2019.

#### 5.3 Expenditure Report: Review and Accept Report for December 2019.

**ACTION:** Reviewed and Accepted Expenditure Report for December 2019.

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

**ACTION:** Reviewed and Accepted Budget to Actual Report for December 2019.

### 6. SCHEDULED ITEMS

6.1 ANNUAL BANKING AUTHORIZATION (SACRAMENTO COUNTY): Review and Consider Adoption of Resolution No. 2020-01-01 Authorizing Officers and Trustees as Signatories to the Operations and Maintenance Funds held by Sacramento County Treasurer.

The Annual Banking Authorization Resolution is used to authorize District signatories. The prepared Resolution No. 2020-01-01 removes former Trustees and adds new Trustee signatories.

There were no public comments.

**MOVED/SECONDED:** Trustee Nick Avdis/Trustee Chris Burns

**AYES:** Trustees Thom Gilbert, Chris Burns, Nick Avdis, Jeff Smith, Elena Lee Reeder, Jag Bains, David Christophel

**NOES:** None.

**ACTION:** A motion to approve Resolution No. 220-01-01 to include updated Trustees names is adopted.

6.2 SACRAMENTO LOCAL AGENCY FORMATION COMMISSION: Review and Consider Selection of Alternate Special District Commissioner for Sacramento Local Agency Formation Commission (Run-off Election)

GM King explained Sacramento Local Agency Formation Commission (LAFCo) recently had an election for Special Commissioner and Alternate Special Commissioner. There is a 3-way tie for Alternate Commissioner. The District's previously nominated alternate has been elected as Commissioner; therefore, the District has an opportunity to select a new alternate commissioner to be elected. All candidate statements were provided in the January 10, 2019 Board Packet for review. The Board collectively decided to support Charlea R. Moore as Alternate Commissioner.

There were no public comments.

**MOVED/SECONDED:** Trustee Nick Avdis/ Elena Lee Reeder

**AYES:** Trustees Thom Gilbert, Chris Burns, Nick Avdis, Jeff Smith, Elena Lee Reeder, Jag Bains, David Christophel

**NOES:** None

**ACTION:** A motion to select candidate Charlea R. Moore as the Special District LAFCo Alternate Commissioner is approved.

6.3 2020 COMMITTEE ASSIGNMENTS: Review and Consider Approval of Trustee Committee Assignments for 2020.

Trustee Smith handed out a draft list of District committee assignment recommendations and shared his reasoning behind committee assignments. Trustee incumbents would have a chair position, and each Trustee would serve on a

committee that reviews the District budget, new Trustees would not serve on the same committees to benefit from the guidance of Trustee incumbents. Trustee Burns disagreed with automatic incumbent committee chair assignments. Trustee Avdis reminded Trustees they are still able to attend *any* meeting. Trustee Burns requested to have staff notify all Trustees of all committee meetings.

The following Committee assignments have been made:

Executive Committee: Jeff Smith, President and Chris Burns, Vice President

Finance Committee: Thom Gilbert, Chair; Jeff Smith and Jag Bains

Legal Committee: Nick Avdis, Chair; Jag Bains and David Christophel

Operations Committee: Jeff Smith, Chair; Elena Lee Reeder, David Christophel

Personnel Committee: David Christophel, Chair; Chris Burns, Nick Avdis

Urbanization Committee: Elena Lee Reeder, Chair; Chris Burns and Thom Gilbert

The Board also discussed appointing District representatives to the Sacramento Area Flood Control Agency (SAFCA). After a brief discussion, the Board determined Trustee Avdis and Trustee Burns should continue to be representatives on SAFCA's Board of Directors. Trustees Bains and Lee Reeder will serve as alternate representatives.

There were no public comments.

**MOVED/SECONDED:** Trustee Nick Avdis/ Trustee Jag Bains

**AYES:** Trustees Thom Gilbert, Chris Burns, Nick Avdis, Jeff Smith, Elena Lee Reeder, Jag Bains, David Christophel

**NOES:** None

**ACTION:** A motion to approve 2020 District Committee assignments and SACFA representatives is approved.

## 7. BOARD OF TRUSTEE'S COMMENTS

### 7.1 Board Activity Updates:

#### 7. 1.1. RD 1000 Committee Meetings Since Last Board Meeting

- Executive Committee (Smith & Burns) January 3, 2020: A summary of Committee meeting Minutes was included for review in the January 10, 2020 board packet.

## 8. CLOSED SESSION

No scheduled Closed Session items.

## 9. ADJOURN

Meeting adjourned.



## RECLAMATION DISTRICT 1000

DATE: FEBRUARY 14, 2020

AGENDA ITEM NO. 5.2

---

TITLE: Treasurer's Report

SUBJECT: Approve Treasurer's Report for January 2020

---

### 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 January 2020 are featured in the attached Treasurer's Report.

### BACKGROUND:

#### Income and Cash

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

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

The District is required by law to have a minimum of six (6) months operation and maintenance reserves. Additionally, the District needs six (6) months of Operations and Maintenance (O/M) reserves to pay expenses from July through December when the 1<sup>st</sup> 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 January 2020 Treasurer's Report.

### FINANCIAL IMPACT:

None.

### ATTACHMENTS:

1. Treasurer's Report January 2020

**TITLE: Treasurer's Report – January 2020**

**STAFF RESPONSIBLE FOR REPORT:**

  
\_\_\_\_\_  
Joleen Gutierrez, Administrative Services Manager

Date: 02/06/2020

  
\_\_\_\_\_  
Kevin L. King, General Manager

Date: 02/06/2020

Reclamation District 1000  
Treasurer's Report  
January 2020

Treasurer's Report for January 2020

<b>January 2020</b>	
Total Funds	7,578,193.24
Bank of the West - Checking	152,136.72
Bank of the West - Money Market	40,736.36
Bank of the West - FMAP	13,399.07
Sacramento County Treasurer	3,427,788.93
State Treasurer - Local Agency Investment Fund	1,834,035.29
City of Sacramento - Pool A	2,110,096.87

<b>January 2020 - Operations and Maintenance Cash Flow</b>			
<b>Beginning Balance</b>			3,653,012.55
	Income	Expense	
Current months receipts	28,745.86		28,745.86
Transfer from money market account	225,000.00		225,000.00
Accounts Payable*		(238,641.11)	(238,641.11)
Payroll		(88,191.65)	(88,191.65)
<b>Ending Balance</b>			3,579,925.65

\*See Attached Check Register

Current months receipts are made up of the following:

Refund of bank fee	20.00
Sacramento City Fire Department	5,325.86
N.C.M.W.C.	17,900.00
The Notomas Basin Conservancy	5,500.00
	<u>28,745.86</u>



## RECLAMATION DISTRICT 1000

DATE: FEBRUARY 14, 2020

AGENDA ITEM NO. 5.3

---

TITLE: Expenditure Report

SUBJECT: Review and Accept Report for January 2020

---

### 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 January 2020.

#### Expenses

The Administrative Services Manager reviews, and the General Manager approves expenditures. This activity is disclosed monthly as an attachment to this staff report. The Expenditure Report (Attachment 1) reveals typical District spending for the month. The District processed payment for two SMUD bills that were slightly above average for typical power expenses. This was due to inclement weather in the months of December and January.

### RECOMMENDATION:

Staff recommends the Board review and accept the Expenditure Report for January 2020.

### FINANCIAL IMPACT:

None.

### ATTACHMENTS:

1. January 2020 Expenditure Report

### STAFF RESPONSIBLE FOR REPORT:

  
\_\_\_\_\_  
Joleen Gutierrez, Administrative Services Manager

Date: 02/06/2020

  
\_\_\_\_\_  
Kevin L. King, General Manager

Date: 02/06/2020



## January 2020 Expenditures

Type	Date	Num	Name	Memo	Amount	Balance
<b>Cash and Investments</b>						<b>225,223.62</b>
<b>1010.00 - Bank of the West Checking Acct</b>						<b>225,223.62</b>
General Journal	01/02/2020		Bank of the West	Service charge refund	20.00	225,243.62
General Journal	01/02/2020		Bank of the West	Service charge refund	-20.00	225,223.62
Bill Pmt - Check	01/03/2020	3774730372	Comcast		-158.38	225,065.24
Bill Pmt - Check	01/03/2020	00323203053	PG&E		-229.17	224,836.07
Bill Pmt - Check	01/03/2020	40840	Airgas NCN		-372.51	224,463.56
Bill Pmt - Check	01/03/2020	40841	Cropper Accountancy Corp		-5,900.00	218,563.56
Bill Pmt - Check	01/03/2020	40842	Grainger, Inc.		-162.77	218,400.79
Bill Pmt - Check	01/03/2020	40843	Interstate Oil Company		-1,864.36	216,536.43
Bill Pmt - Check	01/03/2020	40844	Mead & Hunt		-2,199.00	214,337.43
Bill Pmt - Check	01/03/2020	40845	Montage Enterprises		-407.82	213,929.61
Bill Pmt - Check	01/03/2020	40846	Security & Asset Management, LP		-2,037.72	211,891.89
Bill Pmt - Check	01/03/2020	40847	SMUD	7000000317	-41,493.85	170,398.04
Bill Pmt - Check	01/03/2020	40848	Steve Yaeger Consulting		-4,114.00	166,284.04
Bill Pmt - Check	01/03/2020	40849	US Bank Corp	4246044555654049	-8,736.88	157,547.16
Bill Pmt - Check	01/03/2020	40850	Valley Tire Center, Inc.		-46.94	157,500.22
General Journal	01/03/2020			1/3/19 payroll	-31,033.23	126,466.99
General Journal	01/03/2020			1/3/19 payroll	-14,739.11	111,727.88
General Journal	01/03/2020			1/3/19 payroll	-94.97	111,632.91
Bill Pmt - Check	01/06/2020	2315907	Napa Auto Parts		-485.18	111,147.73
Bill Pmt - Check	01/07/2020	1001479242	Cal Pers		-893.26	110,254.47
Bill Pmt - Check	01/07/2020	1001479711	Cal Pers		-300.00	109,954.47
Bill Pmt - Check	01/09/2020	10920	Alhambra & Sierra Springs		-21.02	109,933.45
Bill Pmt - Check	01/09/2020	223307	Berkshire Hathaway Homestate Companies		-1,830.52	108,102.93
Bill Pmt - Check	01/09/2020	885886887	Cal Pers		-12,760.10	95,342.83
Bill Pmt - Check	01/09/2020	946950064	City of Sacramento	7029676079	-4.39	95,338.44
Bill Pmt - Check	01/09/2020	40851	ACWA JPIA		-1,834.14	93,504.30
Bill Pmt - Check	01/09/2020	40852	AT&T		-287.76	93,216.54
Bill Pmt - Check	01/09/2020	40853	Kleinfelder, Inc.		-1,057.00	92,159.54
Bill Pmt - Check	01/09/2020	40854	Neat Freak Clean, LLC		-210.00	91,949.54
Bill Pmt - Check	01/09/2020	40855	Smile Business Products		-384.33	91,565.21
Bill Pmt - Check	01/09/2020	40856	Yolo County Public Works		-365.63	91,199.58
Bill Pmt - Check	01/09/2020	40857	Mac Tools		-886.21	90,313.37
Check	01/13/2020	EFT	ADP		-3.60	90,309.77

## January 2020 Expenditures

Bill Pmt - Check	01/15/2020	40858	Barnett Heating & Air		-234.00	90,075.77
Bill Pmt - Check	01/15/2020	40859	California Chamber of Commerce	CID 52645	-320.80	89,754.97
Bill Pmt - Check	01/15/2020	40860	Carson Landscape Industries		-730.00	89,024.97
Bill Pmt - Check	01/15/2020	40861	Day Carter & Murphy LLP		-4,275.00	84,749.97
Bill Pmt - Check	01/15/2020	40862	Great America Financial Services		-332.29	84,417.68
Bill Pmt - Check	01/15/2020	40863	Interstate Oil Company		-1,656.54	82,761.14
Bill Pmt - Check	01/15/2020	40864	Main Street Motors		-121.75	82,639.39
Bill Pmt - Check	01/15/2020	40865	Placer Electric, Inc.		-4,085.00	78,554.39
Bill Pmt - Check	01/15/2020	40866	Terrapin Technology Group		-1,149.39	77,405.00
Bill Pmt - Check	01/15/2020	01538314994	PG&E		-346.36	77,058.64
Bill Pmt - Check	01/15/2020	45541736321	Sacramento County Utilities		-227.40	76,831.24
Bill Pmt - Check	01/15/2020	ANWFIMYV	Streamline		-200.00	76,631.24
Bill Pmt - Check	01/15/2020	16001274222	The Home Depot		-161.83	76,469.41
Bill Pmt - Check	01/15/2020	80008427951	Waste Management of Sacramento		-520.83	75,948.58
General Journal	01/17/2020			1/15/20 payroll activity	-28,789.39	47,159.19
General Journal	01/17/2020			1/15/20 payroll activity	-13,448.98	33,710.21
General Journal	01/17/2020			1/15/20 payroll activity	-85.97	33,624.24
Transfer General Journal	01/21/2020		The Natomas Basin Conservancy	Funds Transfer Q4 2019 Security payment	100,000.00	133,624.24
Bill Pmt - Check	01/21/2020				5,500.00	139,124.24
Bill Pmt - Check	01/23/2020	40867	Brookman Protection Services, Inc.		-15,600.00	123,524.24
Bill Pmt - Check	01/23/2020	40868	Chavez Accountancy Corporation		-1,870.00	121,654.24
Bill Pmt - Check	01/23/2020	40869	City of Sacramento - Revenue Division		-1,380.00	120,274.24
Bill Pmt - Check	01/23/2020	40870	Miles Treaster & Associates		-4,837.20	115,437.04
Bill Pmt - Check	01/23/2020	40871	Sacramento LAFCO		-529.00	114,908.04
Bill Pmt - Check	01/23/2020	40872	The Grove		-20,200.00	94,708.04
Bill Pmt - Check	01/23/2020	1001489017	Cal Pers		-300.00	94,408.04
Bill Pmt - Check	01/23/2020	1001489028	Cal Pers		-18,937.97	75,470.07
Bill Pmt - Check	01/23/2020	2342391447	City of Sacramento		-172.10	75,297.97
Bill Pmt - Check	01/23/2020	2342407744	City of Sacramento		-37.05	75,260.92
Bill Pmt - Check	01/30/2020	904738297	Verizon		-310.41	74,950.51
Bill Pmt - Check	01/30/2020	40873	Joleen Gutierrez		-89.09	74,861.42
Bill Pmt - Check	01/30/2020	40874	Neat Freak Clean, LLC		-280.00	74,581.42
Bill Pmt - Check	01/30/2020	40875	Smile Business Products		-244.36	74,337.06
Bill Pmt - Check	01/30/2020	40876	SMUD	7000000317	-62,949.91	11,387.15
Bill Pmt - Check	01/30/2020	40877	US Bank Corp		-7,330.79	4,056.36

## January 2020 Expenditures

Bill Pmt -						
Check	01/30/2020	40878	Valley Tire Center, Inc.		-38.00	4,018.36
Transfer	01/31/2020			Funds Transfer	125,000.00	129,018.36
Check	01/31/2020	EFT	ADP		-107.50	128,910.86
Payment	01/31/2020		N.C.M.W.C.		17,900.00	146,810.86
Payment	01/31/2020		City of Sac - Fire		<u>5,325.86</u>	<u>152,136.72</u>
Total 1010.00 - Bank of the West Checking Acct					<u>-73,086.90</u>	<u>152,136.72</u>
Total Cash and Investments					<u>-73,086.90</u>	<u>152,136.72</u>
					<b><u>-73,086.90</u></b>	<b><u>152,136.72</u></b>

Total receipts	28,745.86
Transfers from Money Market	225,000.00
Payroll disbursements	-88,191.65
Accounts payable disbursements	-238,641.11



## RECLAMATION DISTRICT 1000

DATE: FEBRUARY 14, 2020

AGENDA ITEM NO. 5.4

---

**TITLE:** Budget to Actual Report

**SUBJECT:** Review and Accept Report for January 2020

---

**EXECUTIVE SUMMARY:**

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

Attachment 1 provides a fiscal year to date report for the month ending January 31, 2020. Administrative costs exceeding 60% are due to one-time annual budgeted expenses including District memberships, property taxes and our annual liability and auto insurance policies.

**BACKGROUND:**

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

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

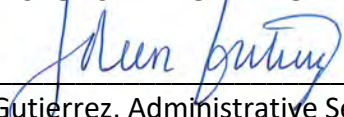
**RECOMMENDATION:**

Staff recommends the Board review and accept the Budget to Actual Report for January 2020.

**ATTACHMENTS:**

1. Budget to Actual Report January 2020

**STAFF RESPONSIBLE FOR REPORT:**

  
\_\_\_\_\_  
Joleen Gutierrez, Administrative Services Manager

Date: 02/06/2020

  
\_\_\_\_\_  
Kevin L. King, General Manager

Date: 02/06/2020

Reclamation District No. 1000  
Budget to Actual Comparison  
July 1, 2019 to January 31, 2020 (Seven Months Ending of Fiscal 2020)

	Year to Date July 1, 2019 to January 31, 2020	Budget	Percent of Budget
<b>Operation &amp; Maintenance Income</b>			
Property Assessments	-	2,250,000	0.00%
Rents	15,978	20,000	79.89%
Interest Income	63,115	65,000	97.10%
SAFCA - O/M Assessment	-	1,400,000	0.00%
Misc Income	2,206	-	Not Budgeted
FMAP Grant	574,000	574,000	100.00%
Annuitant Trust Reimbursement	-	70,000	0.00%
Security Patrol Reimbursement	28,900	31,000	93.23%
SCADA Reimbursement	305,797	-	Not Budgeted
<b>Total</b>	<b>989,996</b>	<b>4,410,000</b>	<b>22.45%</b>
<b>Restricted Fund</b>			
Metro Airpark Groundwater Pumping	-	22,000	0.00%
<b>Total Combined Income</b>	<b>989,996</b>	<b>4,432,000</b>	<b>22.34%</b>
<b>Administration, Operations and Maintenance - Expenses</b>			
<b>Administration</b>			
Government Fees/Permits	8,398	12,500	67.18%
Legal	28,714	97,000	29.60%
Liability/Auto Insurance	118,017	150,000	78.68%
Office Supplies	2,718	5,500	49.42%
Computer Costs	9,796	24,000	40.82%
Accounting/Audit	27,310	46,050	59.31%
Admin. Services	6,774	17,000	39.85%
Utilities (Phone/Water/Sewer)	10,254	23,700	43.27%
Mit. Land Expenses	2,592	3,000	86.40%
Administrative Consultants	10,079	130,000	7.75%
Assessment/Property Taxes (SAFCA - CAD)	8,139	8,000	101.74%
Admin - Misc./Other Expenses	2,036	8,250	24.68%
Memberships	32,327	40,500	79.82%
Office Maintenance & Repair	8,274	27,000	30.64%
Payroll Service	1,689	3,500	48.26%
Public Relations	3,056	45,000	6.79%
Small Office & Computer Equipment	3,936	12,000	32.80%
Election	32,452	55,000	59.00%
Conference/Travel/Professional Development	771	20,500	3.76%
<b>Sub Total</b>	<b>317,332</b>	<b>728,500</b>	<b>43.56%</b>
<b>Personnel/Labor</b>			
Wages	610,078	1,058,262	57.65%
Group Insurance	68,360	97,440	70.16%
Worker's Compensation Insurance	14,435	39,544	36.50%
OPEB - ARC	-	30,000	0.00%
Dental/Vision/Life	13,721	22,328	61.45%
Payroll Taxes	47,960	71,000	67.55%
Pension	120,057	178,264	67.35%
Continuing Education	2,637	5,000	52.74%
Trustee Fees	20,475	40,000	51.19%
Annuitant Health Care	53,225	70,000	76.04%
<b>Sub Total</b>	<b>950,948</b>	<b>1,611,838</b>	<b>59.00%</b>

<b>Operations</b>			
Power	265,589	500,000	53.12%
Supplies/Materials	15,684	22,000	71.29%
Herbicide	87,052	105,000	82.91%
Fuel	24,763	55,000	45.02%
Field Services	38,585	100,000	38.59%
Field Operations Consultants	5,798	20,000	28.99%
Equipment Rental	605	5,000	12.10%
Refuse Collection	7,133	25,000	28.53%
Equipment Repair/Service	2,596	16,000	16.23%
Equipment Parts/Supplies	13,727	60,000	22.88%
Facility Repairs	24,864	366,000	6.79%
Shop Equipment (not vehicles)	695	3,000	23.17%
Field Equipment	-	10,100	0.00%
Misc/Other 2	4	500	0.80%
Utilities - Field	5,183	8,000	64.79%
Government Fees/Permits - Field	-	12,000	0.00%
FEMA Permits	-	4,000	0.00%
<b>Sub Total</b>	<b>492,278</b>	<b>1,311,600</b>	<b>37.53%</b>
<b>Equipment</b>			
Equipment	-	132,000	0.00%
<b>Sub Total</b>	<b>-</b>	<b>132,000</b>	<b>0.00%</b>
<b>Consulting/Contracts/Memberships</b>			
Engineering/Technical Consultants	47,638	180,000	26.47%
Security Patrol	46,800	65,000	72.00%
Temporary Admin	14,000	15,000	93.33%
<b>Sub Total</b>	<b>108,438</b>	<b>260,000</b>	<b>41.71%</b>
<b>FMAP Expenditures</b>			
LOI/SWIF (Consultants)	19,684	20,000	98.42%
Equipment	296,580	305,100	97.21%
Operations & Maintenance (Field)	253,881	236,500	107.35%
Administrative	-	12,400	0.00%
<b>Sub Total</b>	<b>570,145</b>	<b>574,000</b>	<b>99.33%</b>
<b>Total A, O &amp; M Expenses</b>	<b>2,439,141</b>	<b>4,617,938</b>	<b>52.82%</b>
<b>Capital Expenses</b>			
Capital Office Upgrades	14,435	30,000	48.12%
Capital RE Acquisition	-	50,000	0.00%
Capital Office Facility Repair	-	30,000	0.00%
Document Management	-	-	Not Budgeted
Capital - District Server	8,945	10,000	89.45%
Capital Facilities	1,863	180,000	1.04%
<b>Sub Total</b>	<b>25,243</b>	<b>300,000</b>	<b>8.41%</b>
<b>Total All Expenditures</b>	<b>2,464,384</b>	<b>4,917,938</b>	<b>50.11%</b>



## RECLAMATION DISTRICT 1000

DATE: FEBRUARY 14, 2020

AGENDA ITEM NO. 5.5

---

**TITLE:** Authorization to Acquire Property

**SUBJECT:** Review and Consider Authorizing General Manager to Acquire Property (APN 274-0190-001).

---

### EXECUTIVE SUMMARY:

APN 274-0190-001, adjacent to the Natomas East Main Drain Canal (NEMDC) east levee is currently owned by Sacramento County (Regional Parks) and fully encumbered by a flood control easement in favor of RD 1000. A portion of property is necessary for the proposed Corps Natomas Levee Improvements (Reach H) and several adjacent properties have encroached into the County's parcel with fences, buildings and other encroachments. SAFCA and RD 1000 staff approached Sacramento County to deed title to the property to RD 1000 and County Parks staff have agreed to recommend this to their Board of Supervisors. SAFCA had an appraisal done of property—valued at \$10,000 as “open space”. In addition, the District agreed to fund County staff time to prepare and process the documents at a cost not to exceed \$5000. SAFCA funded a Phase I Environmental Assessment by AECOM which did not identify any “recognized environmental conditions” of concern and recommended no further action. SAFCA recently purchased the property at 200 Cleveland Street (most significant encroachment) and has removed the structure. SAFCA has agreed to work with the District to address the remaining encroachments onto this parcel.

Attached is the proposed Sales and Purchase Agreement as well as the Grant Deed for the parcel. The Grant Deed is written in a way to preserve the District's underlying historical easement while acquiring title to the parcel.

### RECOMMENDATION:

Staff recommends the Board authorize the General Manager to execute the attached Purchase and Sales Agreement and accept the Grant Deed. Staff is recommending the purchase of the fee title notwithstanding the existing flood control easement in favor of the District for the following considerations. Fee title will 1) facilitate the final right of way acquisition necessary for the Corps Natomas Levee project; 2) strengthen the District's real property interest to avoid future encroachments; 3) provide additional area to facilitate our future operation and maintenance, capital projects and flood emergency response including use as a staging area for these purposes; 4) position the District to remediate the remaining encroachments and avoid costs having to involve Sacramento County in the process.

### FINANCIAL IMPACT:

The District's direct costs would be \$15,000 of which \$5000 has been approved prior and been paid to the County for preparation and processing the agreement and deed. The District will


**TITLE: Authorization to Acquire Property**

incur future operations and maintenance costs for this parcel, though our field staff currently does a portion of this work as part of our flood control easement responsibility.

**ATTACHMENTS:**

1. Proposed Sales and Purchase Agreement
2. Proposed Grant Deed

**STAFF RESPONSIBLE FOR REPORT:**



---

Kevin L. King, General Manager

Date: 02/06/2020



RED File No: COP 20339 / SALE \_\_\_\_\_  
 OWNER: County of Sacramento (Regional Parks)  
 APN: 274-0190-001  
 Project: 200 Cleveland Ave Encroachment –  
 Levee Parcel Conveyance to RD1000

## SALES AND PURCHASE AGREEMENT

This Sales and Purchase Agreement, (hereinafter referred to as "**Agreement**"), dated for convenience as of \_\_\_\_\_, (hereinafter referred to as "**Agreement Date**"), is made by and between the **COUNTY OF SACRAMENTO**, a political subdivision of the State of California, (hereinafter referred to as "**COUNTY**") and the **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, (hereinafter referred to as "**RD1000**"), in consideration of the mutual covenants and agreements herein contained, and is subject to the conditions set forth below, and is made with reference to the following facts:

### R E C I T A L S

A. COUNTY is the owner of fee title to that certain real property located along the land side of East Levee Road between Cleveland Avenue and Jefferson Avenue in the incorporated City of Sacramento, California, 95833, known as Assessor's Parcel Number (APN) 274-0190-001, consisting of approximately 2.067 acres of land, together with all improvements, fixtures and personal property thereon, and all rights, hereditaments, easements, appurtenances thereto belonging or otherwise appertaining, all of which is more particularly described in **Exhibit "A"** and depicted in **Exhibit "B"**, which are attached hereto and incorporated herein by reference (hereinafter referred to as the "**Property**"); and

B. RD1000 desires to purchase from COUNTY and COUNTY desires to sell to RD1000 the Property, pursuant to the provisions of this Agreement.

### A G R E E M E N T

NOW, THEREFORE, in consideration of the foregoing and the mutual covenants contained herein, the parties hereto agree as follows:

#### 1. INCORPORATION OF RECITALS.

The foregoing recitals are true and correct and are hereby incorporated by reference.

## 2. PURCHASE AND SALE.

COUNTY hereby agrees to sell and convey, and RD1000 hereby agrees to purchase for the purchase price and upon the terms and conditions herein stated, the Property described above.

## 3. CONSIDERATION.

a. **Purchase Price.** The purchase price for the Property shall be TEN THOUSAND DOLLARS AND NO CENTS (\$10,000.00) (hereinafter referred to as the "**Purchase Price**"). RD1000 shall remit payment of the Purchase Price to COUNTY within five (5) business days of the date this Agreement is fully executed. RD1000 shall make all payments to the County of Sacramento, Department of Regional Parks at 10361 Rockingham Drive, Sacramento, CA 95827.

b. **Administrative Charges.** The parties acknowledge that RD1000 has paid to COUNTY a non-refundable administrative payment in the amount of FIVE THOUSAND DOLLARS AND NO CENTS (\$5,000.00) via check no. 40206 to cover COUNTY Real Estate staff time to facilitate the Property conveyance and obtain approval from the COUNTY Board of Supervisors.

## 4. QUITCLAIM DEED.

COUNTY shall execute and record the Quitclaim Deed, in substantially the same form as set forth in **Exhibit "C"**, attached hereto and incorporated herein by reference, conveying title to the Property to RD1000. RD1000 shall execute a Certificate of Acceptance for said Quitclaim Deed and provide to COUNTY prior to recordation.

## 5. TITLE AND ENCUMBRANCES.

COUNTY is the fee owner of the Property. RD1000 shall take title to the Property subject to any and all encumbrances.

## 6. AS-IS SALE.

RD1000 acknowledges that, except as expressly contained in this Agreement, neither COUNTY nor anyone acting for or on behalf of the COUNTY has made any representation, warranty or promise to RD1000 concerning the physical aspects or condition of the Property; the feasibility or desirability of the Property for any particular use; the conditions of soils, sub-soils, groundwater and surface waters; or the presence or absence of any other physical aspect of the Property; and that in entering into the Agreement, RD1000 has not relied on any representation, statement or warranty of COUNTY or anyone acting for or on behalf of COUNTY, other than as may be expressly contained in this Agreement, and that all matters concerning the Property shall be independently verified by RD1000 and that RD1000 shall purchase the Property on RD1000's own

examination thereof; and that if RD1000 elects to acquire the Property, is purchasing the Property in its "as is" condition and its "as is" state of repair as of the date of recordation of the Quitclaim Deed.

## **7. POSSESSION.**

COUNTY will deliver possession of the Property to RD1000 on the date of recordation of the Quitclaim Deed.

## **8. BINDING.**

The terms and conditions of this Agreement shall inure to the benefit of and be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

## **9. CONTINGENCY.**

It is understood and agreed between the parties that the completion of this transaction is contingent upon the specific approval and authorization by the COUNTY's Board of Supervisors and RD1000 Board of Directors of this Agreement and Quitclaim Deed.

## **10. NOTICE.**

All notices or other communications required or permitted hereunder shall be in writing, and shall be personally delivered or sent by registered or certified mail, postage prepaid, return receipt requested, and shall be deemed received upon the earlier of (i) if personally delivered, the date of delivery to the address of the person to receive such notice, or (ii) if mailed, on the date of posting by the United States Post Office.

TO COUNTY: County of Sacramento  
Department of Regional Parks  
Attn: Director's Office  
10361 Rockingham Drive  
Sacramento, CA 95827  
Telephone: (916) 875-6961

With copy to:  
County of Sacramento  
Real Estate Division  
Attn: Asset Management Section  
3711 Branch Center Road  
Sacramento, CA 95827  
Telephone: (916) 876-6200

TO RD1000: Reclamation District No. 1000  
1633 Garden Highway  
Sacramento, CA 95833  
Telephone: 916-922-1449

Notice of change of address shall be given by written notice in the manner described in this Paragraph.

## 11. MISCELLANEOUS.

- a. **Partial Invalidity.** If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, or is found to be prohibited by law, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable or prohibited, shall not be affected thereby, and each such term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.
- b. **Waivers.** No waiver of any breach of any covenant or provision hereof shall be deemed a waiver of any preceding or succeeding breach hereof, or of any other covenant or provision herein contained. No extension of time for performance of any obligation or act shall be deemed an extension of the time for performance of any other obligation or act except those of the waiving party, which shall be extended by a period of time equal to the period of delay.
- c. **Entire Agreement.** This Agreement (including all exhibits attached hereto) is the final expression of, and contains the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior understanding with respect thereto. This Agreement may not be modified, changed, supplemented, superseded, canceled or terminated, nor may any obligations hereunder be waived, except by written instrument signed by the party to be charged or by its agent duly authorized in writing or as otherwise expressly permitted herein. The parties do not intend to confer any benefit hereunder on any person, firm or corporation other than the parties hereto and lawful assignees.
- d. **Authority of Signators.** Each party to this Agreement warrants to the other that it is duly organized and existing and each signatory hereto represents to the other party that it has full right and authority to enter into and consummate this Agreement and all related documents.
- e. **Authority of Director.** The Director of the Department of Regional

Parks shall administer this Agreement on behalf of COUNTY. Unless otherwise provided herein or required by applicable law, the Director, or any duly authorized officer or employee of the COUNTY acting on behalf of the Director, shall be vested with all rights, powers, and duties of COUNTY hereunder. With respect to matters hereunder subject to the approval, satisfaction, or discretion of COUNTY or the Director, the decision of the Director in such matters shall be final.

- f. **Survival of Representations.** Notwithstanding any provisions of this Agreement, the covenants and representations, made by each party herein shall survive (1) the recordation of the Quitclaim Deed, and (2) the termination and/or cancellation of this Agreement.
- g. **Attorneys' Fees.** Any party may bring a suit or proceeding to enforce or require performance of the terms of this Agreement, and each party shall be responsible for its own attorney's fees and costs.
- h. **Governing Law.** This Agreement shall be governed by the laws of the State of California.
- i. **Successors and Assigns.** This Agreement shall be binding upon and shall inure to the benefit of the permitted successors and assigns or the parties hereto.
- j. **Time of Essence.** COUNTY and RD1000 hereby acknowledge and agree that time is strictly of the essence with respect to each and every term, condition, obligation and provision hereof and that failure to timely perform any of the terms, conditions, obligations or provisions hereof by either party shall constitute a material breach of and a non-curable (but waivable) default under this Agreement by the party so failing to perform.
- k. **Relationship of Parties.** Nothing contained in this Agreement shall be deemed or construed by the parties to create the relationship of principal and agent, a partnership, joint venture or any other association between COUNTY and RD1000.
- l. **Construction of Agreement.** Headings at the beginning of each paragraph and subparagraph are solely for the convenience of the parties and are not a part of the Agreement. Whenever required by the context of this Agreement, the singular shall include the plural and the masculine shall include the feminine and vice versa. It is agreed and acknowledged by the parties hereto that the provisions of this Agreement have been arrived at through negotiation, and that each of the parties has had a full and fair opportunity to revise the provisions of this Agreement and to have such provisions reviewed by legal counsel. Therefore, the normal rule of construction that any

ambiguities are to be resolved against the drafting party shall not apply in construing or interpreting this Agreement. All exhibits referred to in this Agreement are attached and incorporated by this reference.

- m. **Counterparts.** This Agreement may be executed in multiple counterparts. The Agreement shall be deemed executed when it has been signed by both parties.

Signatures scanned and transmitted electronically shall be deemed original signatures for purposes of this Agreement, with such scanned signatures having the same legal effect as original signatures. This Agreement may be executed through the use of an electronic signature and will be binding on each party as if it were physically executed.

*Remainder of Page Intentionally Left Blank*

**IN WITNESS WHEREOF, the parties have executed the Agreement the day and year first above written as follows:**

**COUNTY:**

County of Sacramento, a political subdivision of the State of California

**RD1000:**

Reclamation District No.1000, public entity of the State of California formed by Special Act of the California Legislature

Date: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Jeffrey A. Gasaway, Director  
Department of General Services

By: \_\_\_\_\_  
Kevin L. King  
General Manager

Under delegated authority by:  
Resolution No.: \_\_\_\_\_  
Dated: \_\_\_\_\_

Under delegated authority by:  
Resolution No.: \_\_\_\_\_  
Dated: \_\_\_\_\_

**APPROVED AS TO TERMS**

By: \_\_\_\_\_  
Liz Bellas, Director  
Department of Regional Parks

**REVIEWED AND APPROVED BY COUNTY COUNSEL:**

**REVIEWED AND APPROVED BY RD1000 COUNSEL:**

By: \_\_\_\_\_  
Deon C. Merene  
Deputy County Counsel

By: \_\_\_\_\_

**EXHIBIT "A" to Agreement  
Legal Description**

Sacramento County  
APN 274-0190-001  
March 5, 2019  
Page 1 of 2

**EXHIBIT "A"  
LEGAL DESCRIPTION**

All that real property situate in the City of Sacramento, County of Sacramento, State of California, being a portion of the lands of the County of Sacramento, as said lands are described in that certain Grant Deed recorded in Book 860626 of Official Records at Page 0737, Sacramento County Records, said real property described as follows:

**BEGINNING** at the intersection of the easterly prolongation of the south line of Cleveland Avenue (formerly Madison Avenue as shown on the "Map of Gardenland" filed for record in Book 18 of Maps, at Page 55, Sacramento County Records) with the westerly line of that certain 40 foot-wide right of way or easement for public highway or private road filed for record in Book 109 of Deeds at Page 421, Sacramento County Records, said intersection being the beginning of a curve concave westerly, having a radius of 2480.00 feet; to which beginning a radial line bears South 82°46'29" East; thence from said **POINT OF BEGINNING** along said westerly line the following fifteen (15) courses:

- 1) Southerly along said curve through a central angle of 01°34'04", an arc distance of 67.86 feet;
- 2) South 08°47'35" West 22.15 feet to the beginning of a curve, concave westerly, having a radius of 1980.00 feet;
- 3) Southerly along said curve through a central angle of 05°32'17", an arc distance of 191.38 feet;
- 4) South 14°19'53" West 41.17 feet to the beginning of a curve, concave westerly, having a radius of 2480.00 feet;
- 5) Southerly along said curve through a central angle of 01°18'57", an arc distance of 56.96 feet;
- 6) South 15°38'50" West 28.35 feet to the beginning of a curve concave westerly, having a radius of 19980.00 feet;
- 7) Southerly along said curve through a central angle of 00°54'36", an arc distance of 317.32 feet;
- 8) South 16°33'26" West 66.15 feet;
- 9) South 18°38'35" West 101.28 feet to the beginning of a curve concave westerly, having a radius of 480.00 feet;
- 10) Southerly along said curve through a central angle of 06°25'30", an arc distance of 53.83 feet;
- 11) South 25°04'05" West 79.68 feet to the beginning of a curve concave northwesterly, having a radius of 1180.00 feet;
- 12) Southwesterly along said curve through a central angle of 02°45'45", an arc distance of 56.89 feet to the beginning of a compound curve concave northwesterly, having a radius of 1730.00 feet;
- 13) Southwesterly along said curve through a central angle of 05°15'34", an arc distance of 158.81 feet to the beginning of a compound curve concave northwesterly, having a radius of 1180.00 feet;



Sacramento County  
APN 274-0190-001  
March 5, 2019  
Page 2 of 2

- (4) Southwesterly along said curve through a central angle of  $06^{\circ}14'15''$ , an arc distance of 128.46 feet;
- (5) South  $39^{\circ}19'39''$  West 80.60 feet to a point on the general northerly line of that certain easement for public road and utility purposes filed for record in Book 19980415 of Official Records at Page 0145, Sacramento County Records;

thence along said general northerly line North  $56^{\circ}24'51''$  West 43.51 feet to a point on the general easterly boundary line of said "Map of Gardenland", said point being the beginning of a non-tangent curve concave northwesterly, having a radius of 1562.19 feet, and to which beginning a radial line bears South  $48^{\circ}52'51''$  East; thence along the said boundary line the following four (4) courses:

- 1) Northeasterly along said curve through a central angle of  $22^{\circ}38'43''$ , an arc distance of 617.43 feet;
- 2) North  $05^{\circ}47'36''$  East 340.56 feet;
- 3) North  $26^{\circ}14'36''$  East 111.82 feet;
- 4) North  $16^{\circ}40'36''$  East 358.87 feet to a point on said south line of Cleveland Avenue;

thence along said easterly prolongation of the south line of Cleveland Avenue South  $89^{\circ}29'01''$  East 54.14 feet to the **POINT OF BEGINNING**.

Containing 90,032 square feet (2.067 acres), more or less.

The basis of bearings for this description is the California Coordinate System 1983, Zone 2, Epoch 1991.35, US Survey Feet as shown on that Record of Survey entitled "G.P.S. Static Survey Natomas Basin" filed in Book 84, of Surveys, Page 8, Sacramento County Records. All distances cited herein are grid values which are the basis for the areas shown hereon. To obtain ground values multiply the distances by 1.000060274.

A plat labeled Exhibit 'B' depicting the above-described real property is attached hereto and made a part hereof.

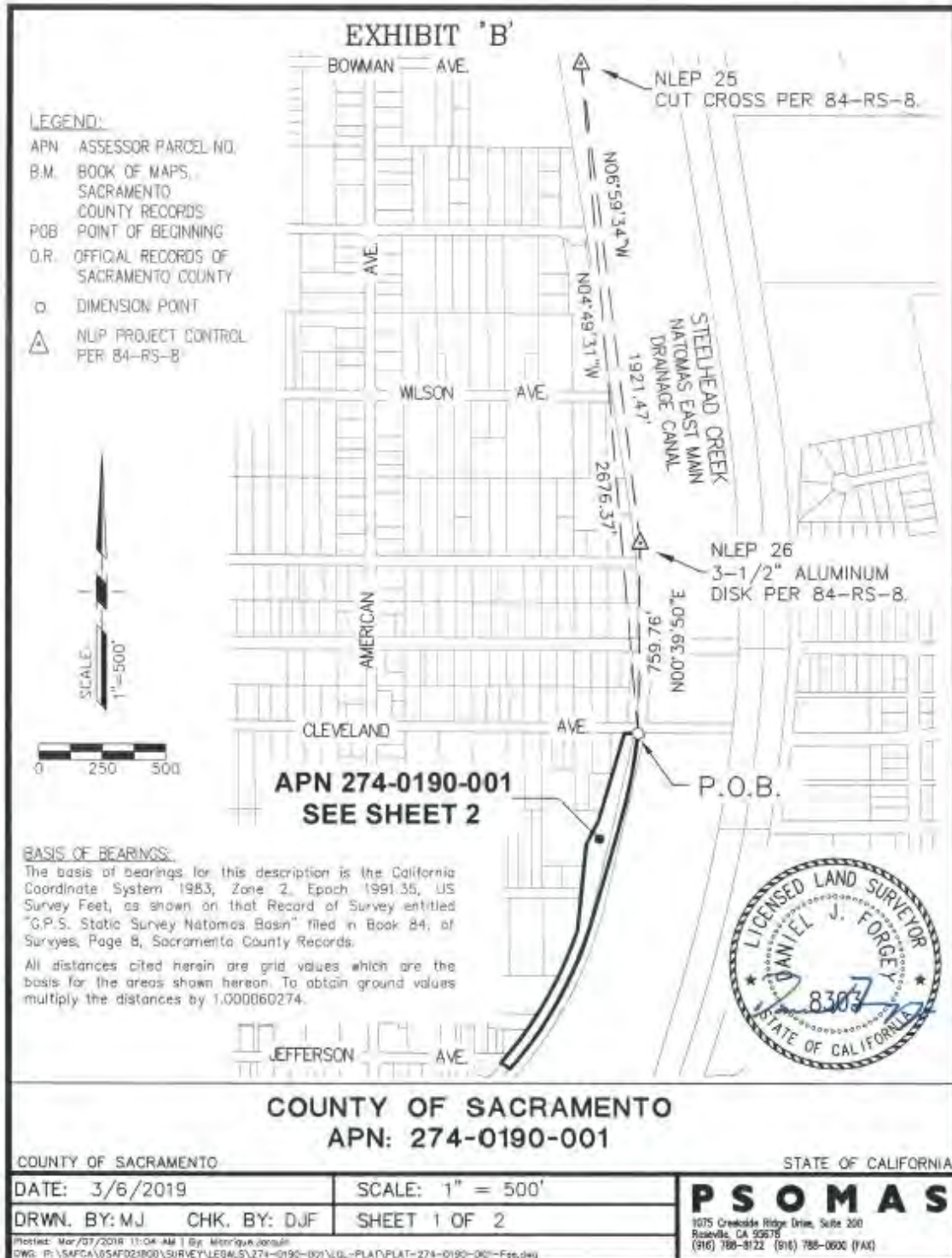
End of Description

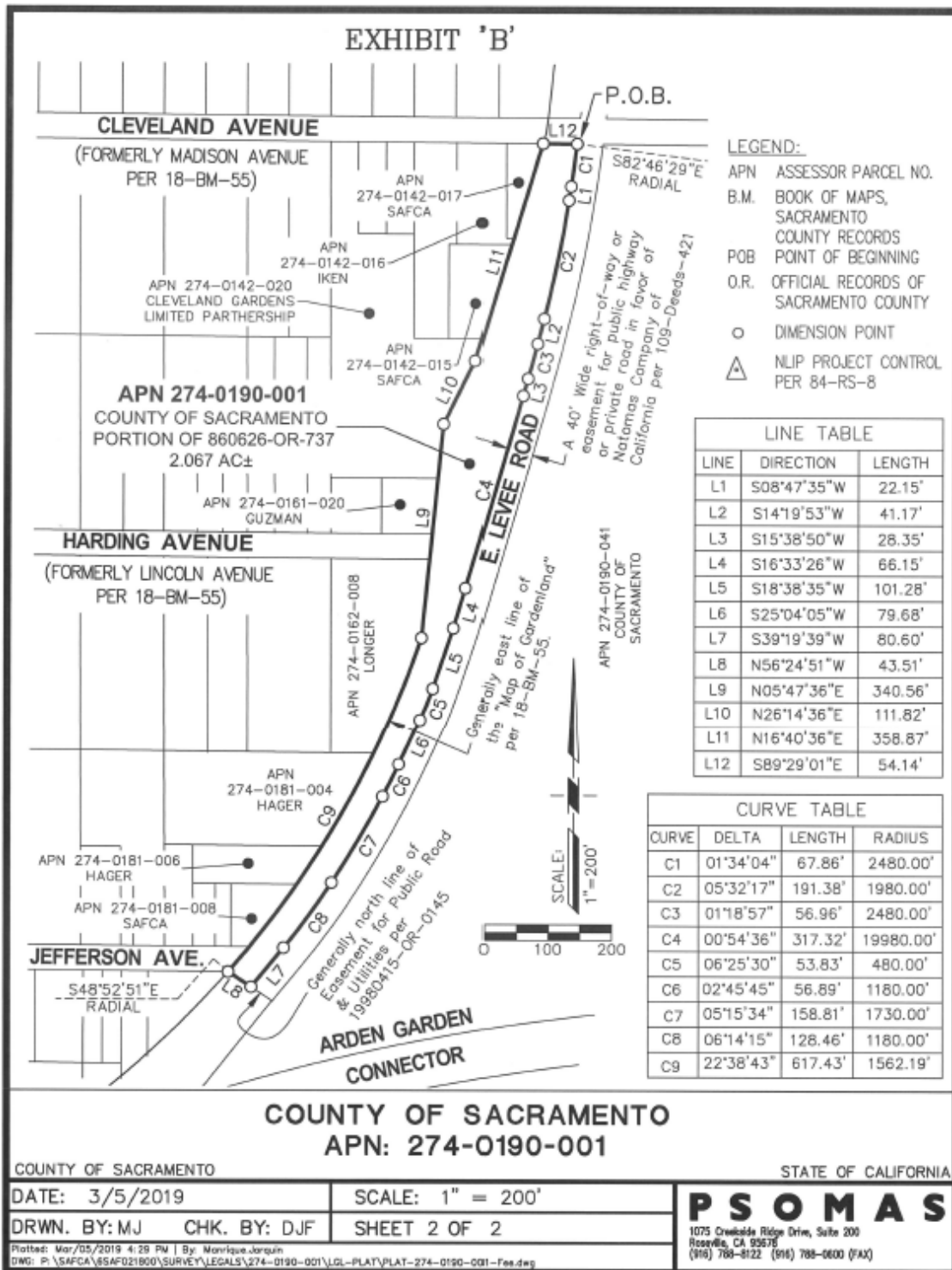
  
Daniel J. Forgey, CA. LS No. 8303



I:\SAFCWA\6SAF021800\SURVEY\LEGAL\274-0190-001\GL-PLA\DL13-274-0190-001-Fee.doc

### EXHIBIT "B" to Agreement Plat Map







**EXHIBIT "C" to Agreement  
Quitclaim Deed**

WHEN RECORDED RETURN TO AND  
SEND TAX/ASSESSMENT BILLS TO:

Reclamation District No. 1000  
1633 Garden Highway  
Sacramento, CA 95833-9706

No Fee Document - Per Government Code 27383  
No Document Transfer Tax - Per R & T Code 11922

APN: 274-0190-001

Project Name & Dept.: Parks - 200 Cleveland Ave  
Levee Parcel Conveyance to RD1000

THIS SPACE FOR RECORDER'S USE ONLY

**QUITCLAIM DEED**

The COUNTY OF SACRAMENTO, a political subdivision of the State of California ("COUNTY" or "Grantor") does hereby remise, release and forever quitclaim to the 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 ("RD 1000" or "Grantee"), all that real property in the City of Sacramento, County of Sacramento, State of California, bounded and described as follows, to-wit:

See Exhibits "A" and "B" attached hereto and made a part hereof.

It is recognized the easement or right of way ("Easement") was conveyed for reclamation purposes, including the construction of that certain levee proposed to be constructed by Reclamation District No. 1000, and any improvements, thereon or any additions, thereto, and also for the construction and maintenance of any and all other works of reclamation that may be deemed necessary by said Reclamation No. 1000 by:

North Sacramento Land Company, a corporation, to Peter J. Shields, F.W. Kiesel and Marshall Diggs, as joint tenants, with right of survivorship, in the INDENTURE dated December 1, 1913 and recorded December 12, 1913 in Book 393 Page 401 of Deeds, Official Records of County of Sacramento, California

In making this grant of fee title to Reclamation District No. 1000, it is intended that the rights held by Reclamation District No. 1000 pursuant to the Easement not be merged into the fee title.

Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_

COUNTY OF SACRAMENTO, a political subdivision of the State of California

JEFFREY A. GASAWAY, Director  
Under delegated authority by:  
Resolution No.: \_\_\_\_\_  
Dated: \_\_\_\_\_

SALE LOG NO. \_\_\_\_\_

WHEN RECORDED RETURN TO AND  
SEND TAX/ASSESSMENT BILLS TO:

AGENDA ITEM 5.5  
ATTACHMENT NO. 2

Reclamation District No. 1000  
1633 Garden Highway  
Sacramento, CA 95833-9706

No Fee Document - Per Government Code 27383  
No Document Transfer Tax - Per R & T Code 11922

APN: 274-0190-001

Project Name & Dept.: 200 Cleveland Ave Levee Parcel  
Conveyance to RD1000 (Parks)

THIS SPACE FOR RECORDER'S USE ONLY

### QUITCLAIM DEED

The COUNTY OF SACRAMENTO, a political subdivision of the State of California ("COUNTY" or "Grantor") does hereby remise, release and forever quitclaim to the 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 ("RD 1000" or "Grantee"), all that real property in the City of Sacramento, County of Sacramento, State of California, bounded and described as follows, to-wit:

**See Exhibits "A" and "B" attached hereto and made a part hereof.**

It is recognized an easement or right of way ("Easement") was conveyed for reclamation purposes, including the construction of that certain levee proposed to be constructed by Reclamation District No. 1000, and any improvements, thereon or any additions, thereto, and also for the construction and maintenance of any and all other works of reclamation that may be deemed necessary by said Reclamation No. 1000 by:

North Sacramento Land Company, a corporation, to Peter J. Shields, F.W. Kiesel and Marshall Diggs, as joint tenants, with right of survivorship, in the INDENTURE dated December 1, 1913 and recorded December 12, 1913 in Book 393 Page 401 of Deeds, Official Records of County of Sacramento, California

In making this grant of fee title to Reclamation District No. 1000, it is intended that the rights held by Reclamation District No. 1000 pursuant to the Easement not be merged into the fee title.

Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

**COUNTY OF SACRAMENTO, a political subdivision of the State of California**

\_\_\_\_\_  
**JEFFREY A. GASAWAY, Director**

**Under delegated authority by:**

**Resolution No.:** \_\_\_\_\_

**Dated:** \_\_\_\_\_

**SALE LOG NO.** \_\_\_\_\_

# CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

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

STATE OF \_\_\_\_\_ )

COUNTY OF \_\_\_\_\_ )

On \_\_\_\_\_ before me, \_\_\_\_\_, notary public,  
date name of notary officer

personally appeared \_\_\_\_\_,  
name(s) of signer(s)

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

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

WITNESS my hand and official seal.

\_\_\_\_\_  
Signature of Notary

-----OPTIONAL SECTION-----

### CAPACITY CLAIMED BY SIGNER

Though statute does not require the Notary to fill in the data below, doing so may prove invaluable to persons relying on the document.

- INDIVIDUAL  
 CORPORATE OFFICER(S)

\_\_\_\_\_  
Title(s)

- PARTNER(S)     LIMITED

- GENERAL

- ATTORNEY-IN-FACT

- TRUSTEE(S)

- GUARDIAN/CONSERVATOR

- OTHER: \_\_\_\_\_

\_\_\_\_\_  
**SIGNER IS REPRESENTING:**  
**Name of Person(s) or entity(ies)**

**OPTIONAL SECTION:**

DATA REQUESTED HERE IS  
NOT REQUIRED BY LAW.

TITLE OR TYPE OF DOCUMENT: \_\_\_\_\_

NUMBER OF PAGES \_\_\_\_\_ DATE \_\_\_\_\_

SIGNER(S) OTHER THAN NAMED ABOVE \_\_\_\_\_

CERTIFICATE OF ACCEPTANCE

This is to certify that the interest in real property conveyed by the Quitclaim Deed dated \_\_\_\_\_, 20\_\_\_\_, from the COUNTY OF SACRAMENTO, a political subdivision of the State of California, 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 ("RD 1000"), is hereby accepted pursuant to RD 1000 Board of Trustees Resolution No. \_\_\_\_\_, adopted on \_\_\_\_\_, 20\_\_\_\_, and that RD 1000 consents to recordation the Quitclaim Deed by its duly authorized officer.

By: \_\_\_\_\_  
Kevin L. King, General Manager

Dated: \_\_\_\_\_, 20\_\_\_\_

**EXHIBIT "A"**  
**LEGAL DESCRIPTION**

All that real property situate in the City of Sacramento, County of Sacramento, State of California, being a portion of the lands of the County of Sacramento, as said lands are described in that certain Grant Deed recorded in Book 860626 of Official Records at Page 0737, Sacramento County Records, said real property described as follows:

**BEGINNING** at the intersection of the easterly prolongation of the south line of Cleveland Avenue (formerly Madison Avenue as shown on the "Map of Gardenland" filed for record in Book 18 of Maps, at Page 55, Sacramento County Records) with the westerly line of that certain 40 foot-wide right of way or easement for public highway or private road filed for record in Book 109 of Deeds at Page 421, Sacramento County Records, said intersection being the beginning of a curve concave westerly, having a radius of 2480.00 feet; to which beginning a radial line bears South 82°46'29" East; thence from said **POINT OF BEGINNING** along said westerly line the following fifteen (15) courses:

- 1) Southerly along said curve through a central angle of 01°34'04", an arc distance of 67.86 feet;
- 2) South 08°47'35" West 22.15 feet to the beginning of a curve, concave westerly, having a radius of 1980.00 feet;
- 3) Southerly along said curve through a central angle of 05°32'17", an arc distance of 191.38 feet;
- 4) South 14°19'53" West 41.17 feet to the beginning of a curve, concave westerly, having a radius of 2480.00 feet;
- 5) Southerly along said curve through a central angle of 01°18'57", an arc distance of 56.96 feet;
- 6) South 15°38'50" West 28.35 feet to the beginning of a curve concave westerly, having a radius of 19980.00 feet;
- 7) Southerly along said curve through a central angle of 00°54'36", an arc distance of 317.32 feet;
- 8) South 16°33'26" West 66.15 feet;
- 9) South 18°38'35" West 101.28 feet to the beginning of a curve concave westerly, having a radius of 480.00 feet;
- 10) Southerly along said curve through a central angle of 06°25'30", an arc distance of 53.83 feet;
- 11) South 25°04'05" West 79.68 feet to the beginning of a curve concave northwesterly, having a radius of 1180.00 feet;
- 12) Southwesterly along said curve through a central angle of 02°45'45", an arc distance of 56.89 feet to the beginning of a compound curve concave northwesterly, having a radius of 1730.00 feet;
- 13) Southwesterly along said curve through a central angle of 05°15'34", an arc distance of 158.81 feet to the beginning of a compound curve concave northwesterly, having a radius of 1180.00 feet;



- 14) Southwesterly along said curve through a central angle of  $06^{\circ}14'15''$ , an arc distance of 128.46 feet;
- 15) South  $39^{\circ}19'39''$  West 80.60 feet to a point on the general northerly line of that certain easement for public road and utility purposes filed for record in Book 19980415 of Official Records at Page 0145, Sacramento County Records;

thence along said general northerly line North  $56^{\circ}24'51''$  West 43.51 feet to a point on the general easterly boundary line of said "Map of Gardenland", said point being the beginning of a non-tangent curve concave northwesterly, having a radius of 1562.19 feet, and to which beginning a radial line bears South  $48^{\circ}52'51''$  East; thence along the said boundary line the following four (4) courses:

- 1) Northeasterly along said curve through a central angle of  $22^{\circ}38'43''$ , an arc distance of 617.43 feet;
- 2) North  $05^{\circ}47'36''$  East 340.56 feet;
- 3) North  $26^{\circ}14'36''$  East 111.82 feet;
- 4) North  $16^{\circ}40'36''$  East 358.87 feet to a point on said south line of Cleveland Avenue;

thence along said easterly prolongation of the south line of Cleveland Avenue South  $89^{\circ}29'01''$  East 54.14 feet to the **POINT OF BEGINNING**.

Containing 90,032 square feet (2.067 acres), more or less.

The basis of bearings for this description is the California Coordinate System 1983, Zone 2, Epoch 1991.35, US Survey Feet as shown on that Record of Survey entitled "G.P.S. Static Survey Natomas Basin" filed in Book 84, of Surveys, Page 8, Sacramento County Records. All distances cited herein are grid values which are the basis for the areas shown hereon. To obtain ground values multiply the distances by 1.000060274.

A plat labeled Exhibit 'B' depicting the above-described real property is attached hereto and made a part hereof.

End of Description

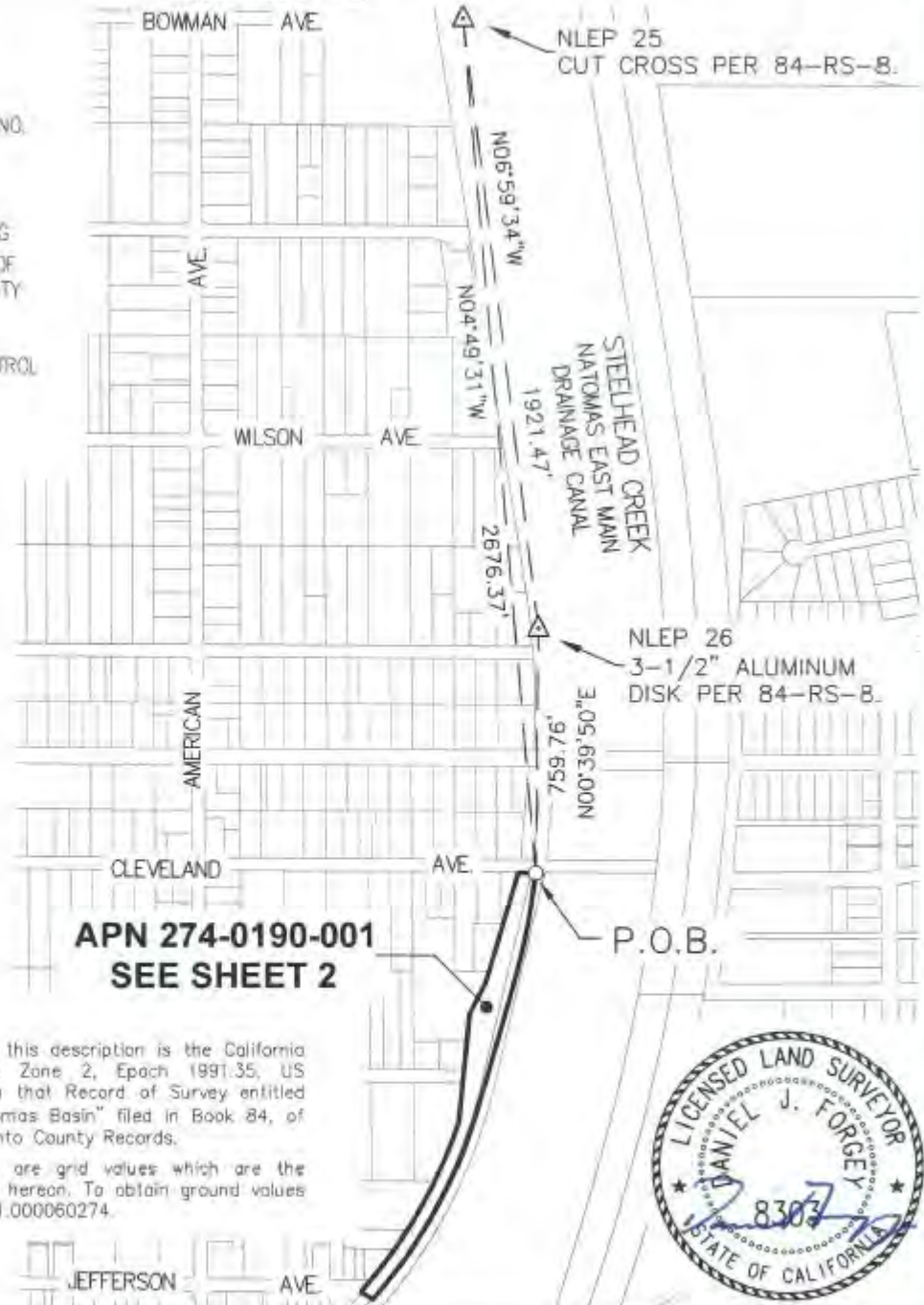
  
Daniel J. Forgey, CA. LS No. 8303



# EXHIBIT 'B'

**LEGEND:**

- APN ASSESSOR PARCEL NO.
- B.M. BOOK OF MAPS, SACRAMENTO COUNTY RECORDS
- POB POINT OF BEGINNING
- O.R. OFFICIAL RECORDS OF SACRAMENTO COUNTY
- DIMENSION POINT
- △ NLP PROJECT CONTROL PER 84-RS-8



**BASIS OF BEARINGS:**

The basis of bearings for this description is the California Coordinate System 1983, Zone 2, Epoch 1997.35, US Survey Feet, as shown on that Record of Survey entitled "G.P.S. Static Survey Natomas Basin" filed in Book 84, of Surveys, Page 8, Sacramento County Records.

All distances cited herein are grid values which are the basis for the areas shown hereon. To obtain ground values multiply the distances by 1.000060274.



**COUNTY OF SACRAMENTO  
APN: 274-0190-001**

COUNTY OF SACRAMENTO

STATE OF CALIFORNIA

DATE: 3/6/2019

SCALE: 1" = 500'

DRWN. BY: M.J. CHK. BY: D.J.F.

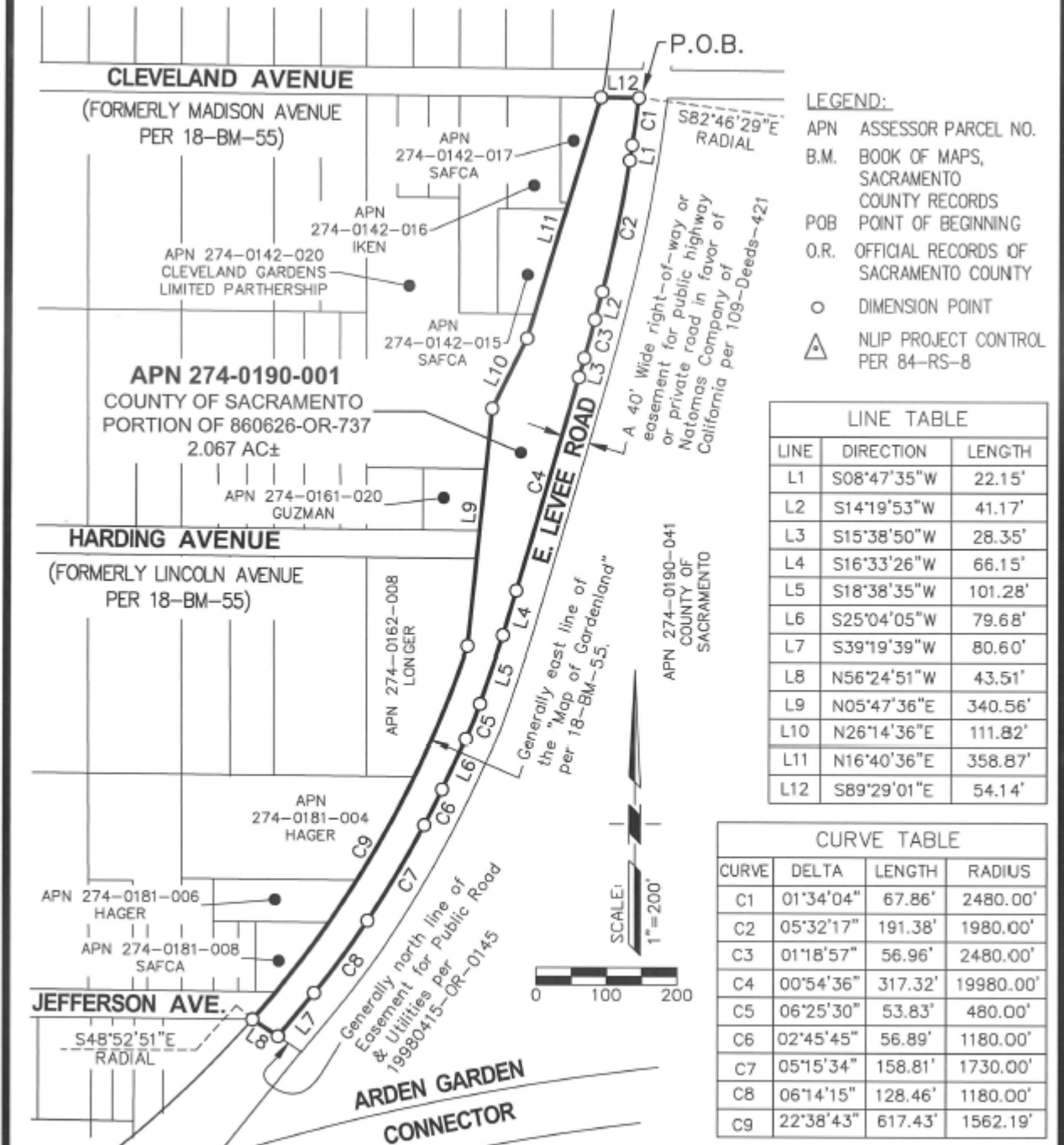
SHEET 1 OF 2

**PSOMAS**

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

Plotted: Mar/07/2019 11:04 AM | By: Monique.Jarjan  
DWG: P:\SAFCA\6SAF021800\SURVEY\LEGALS\274-0190-001\LD-PLAT\PLAT-274-0190-001-Fax.dwg

# EXHIBIT 'B'



## COUNTY OF SACRAMENTO APN: 274-0190-001

COUNTY OF SACRAMENTO		STATE OF CALIFORNIA
DATE: 3/5/2019	SCALE: 1" = 200'	
DRWN. BY: MJ	CHK. BY: DJF	SHEET 2 OF 2
Plotted: Mar/05/2019 4:29 PM   By: Manrique, Jarquin DWG: P:\SAFCA\65SAF021800\SURVEY\LEGALS\274-0190-001\GL-PLAT\PLAT-274-0190-001-Fee.dwg		
<b>PSOMAS</b> 1075 Creekside Ridge Drive, Suite 200 Roseville, CA 95678 (916) 788-8122 (916) 788-0600 (FAX)		



## RECLAMATION DISTRICT 1000

DATE: FEBRUARY 14, 2020

AGENDA ITEM NO. 5.6

---

**TITLE:** Authorization to Accept Easement

**SUBJECT:** Review and Consider Adoption of Resolution No. 2020-02-01 Authorizing the General Manager to Accept Grant of Easement Deed from City of Sacramento.

---

### EXECUTIVE SUMMARY:

The City of Sacramento (City) acquired drainage easements from the underlying property owners that allowed for the expansion and improvements to the Reclamation District No. 1000 (District) B Drain. The improvements were necessary to allow for the continued development of South and North Natomas. The District held an historic easement that encumbered a narrow corridor that does not correspond to the full footprint of the current drainage improvements. The City and District staffs agree it is appropriate to transfer the drainage easements to the District who operates and maintains the B Drain and associated levee improvements. The City is looking to sell the property and agrees the easement transfer should occur prior to the sale.

Attached is the proposed easement language provided by the District and the legal description of the easement area created by the City. The City Council will need to approve the Grant of Easement.

### RECOMMENDATION:

Staff recommends the Board Adopt Resolution No. 2020-02-01 Authorizing the General Manager to Accept the Grant of Easement Deed from City of Sacramento, in substantial conformance with the attached document and legal description upon approval by the City Council.

### FINANCIAL IMPACT:

None as the District currently operates and maintains the facilities encumbered by the easement.

### ATTACHMENTS:

1. Resolution No. 2020-02-01: Acceptance of Grant of Easement Deed from City of Sacramento

### STAFF RESPONSIBLE FOR REPORT:



---

Kevin L. King, General Manager

Date: 02/06/2020





**RECLAMATION DISTRICT NO. 1000**  
**RESOLUTION NO. 2020-02-01**

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

At a regular meeting of the Board of Trustees of Reclamation District No. 1000 held at the District Office on the 14<sup>th</sup> day of February 2020, 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 City of Sacramento (“City”) a California Municipal Corporation; and,

**WHEREAS**, City has the need to convey easement deeds to District, to allow District to maintain access for the District’s purpose and use for existing and future flood control projects; and,

**WHEREAS**, City 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 City 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 City 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 \_\_\_\_\_, seconded by Trustee \_\_\_\_\_, the foregoing resolution was passed and adopted by the Board of Trustees of Reclamation District No. 1000, this 14<sup>th</sup> day of February 2020, by the following vote, to wit:

AYES: Trustees:

NOES: Trustees:

ABSTAIN: Trustees:

RECUSE: Trustees:

ABSENT: Trustees:

---

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 2020-02-01 was duly adopted by the Board of Trustees of Reclamation District No. 1000 at the regular meeting held on the 14<sup>th</sup> of February 2020 and made a part of the minutes thereof.

---

Joleen Gutierrez, District Secretary

RECORDING REQUESTED BY AND  
WHEN RECORDED MAIL TO:

NAME Reclamation District No. 1000

MAILING ADDRESS 1633 Garden Highway

CITY, STATE ZIP CODE Sacramento, CA 95833

(SPACE ABOVE THIS LINE RESERVED FOR RECORDER'S USE)

Documentary Transfer Tax \$  - 0 -   
 Computed on value of interest conveyed.  
 Computed on value of interest conveyed less liens  
and encumbrances remaining thereon at time of sale.  
 No property transfer tax due.

By: \_\_\_\_\_

### GRANT OF EASEMENT

FOR VALUABLE CONSIDERATION, the receipt and adequacy of which is hereby acknowledged, \_\_\_\_\_ (“Grantor”), hereby grants to RECLAMATION DISTRICT NO. 1000, a public entity of the State of California created under Cal. Stats. 1911, Chapter 412, its successors and assigns (“Grantee”), a non-exclusive and perpetual easement for the installation, construction, operation, maintenance and replacement of a drainage channel, rocked access road(s) and incidental purposes upon and across that certain real property located in the City of Sacramento as described on Exhibit “A” (the “Easement Area”) attached hereto and incorporated herein by this reference. Grantor covenants and agrees for itself, its successors and assigns, as a covenant running with the land, that Grantor will not commence or allow other uses in the Easement Area which may interfere with Grantee’s use, operation, maintenance or replacement of its drainage channel, and agrees to provide to Grantee an opportunity to review and approve of any such other uses and to enter into a joint use agreement with any such other users within the Easement Area prior to the granting of any rights therefore or the commencement of any such other uses.

Dated: \_\_\_\_\_, 2020

GRANTOR

\_\_\_\_\_  
  
\_\_\_\_\_



**ALL-PURPOSE ACKNOWLEDGMENT FOR CALIFORNIA**

STATE OF CALIFORNIA )  
 )  
COUNTY OF \_\_\_\_\_ ) ss.  
 )

On \_\_\_\_\_, 2020, before me, \_\_\_\_\_,  
Date Name And Title Of Officer (e.g. "Jane Doe, Notary Public")

personally appeared \_\_\_\_\_,  
Name(s) of Signer(s)

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

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

WITNESS my hand and official seal.

Place Notary Seal Above

\_\_\_\_\_  
Signature of Notary Public

**OPTIONAL**

*Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of this form to another document.*

**CAPACITY CLAIMED BY SIGNER**

**DESCRIPTION OF ATTACHED DOCUMENT**

- Individual
- Corporate Officer

- \_\_\_\_\_  
Title(s)
- Partner(s)  Limited  General
  - Attorney-In-Fact
  - Trustee(s)
  - Guardian/Conservator
  - Other: \_\_\_\_\_

\_\_\_\_\_  
Title or Type of Document

\_\_\_\_\_  
Number Of Pages

\_\_\_\_\_  
Date Of Document

Signer is representing:  
Name Of Person(s) Or Entity(ies)  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signer(s) Other Than Named Above

**ALL-PURPOSE ACKNOWLEDGMENT FOR CALIFORNIA**

STATE OF CALIFORNIA )  
 )  
COUNTY OF \_\_\_\_\_ ) ss.  
 )

On \_\_\_\_\_, 2020, before me, \_\_\_\_\_,  
Date Name And Title Of Officer (e.g. "Jane Doe, Notary Public")

personally appeared \_\_\_\_\_,  
Name(s) of Signer(s)

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

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

WITNESS my hand and official seal.

Place Notary Seal Above

\_\_\_\_\_  
Signature of Notary Public

**OPTIONAL**

*Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of this form to another document.*

**CAPACITY CLAIMED BY SIGNER**

**DESCRIPTION OF ATTACHED DOCUMENT**

- Individual
- Corporate Officer

\_\_\_\_\_  
Title(s)  
 Partner(s)       Limited  
    General  
 Attorney-In-Fact  
 Trustee(s)  
 Guardian/Conservator  
 Other: \_\_\_\_\_

\_\_\_\_\_  
Title or Type of Document  
\_\_\_\_\_  
Number Of Pages  
\_\_\_\_\_  
Date Of Document

Signer is representing:  
Name Of Person(s) Or Entity(ies)

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signer(s) Other Than Named Above

**EXHIBIT “A”**

EXHIBIT A  
PARCEL 1  
20060802 O.R. 1431  
EASEMENT  
LEGAL DESCRIPTION  
PAGE 1 OF 2

ALL THAT CERTAIN REAL PROPERTY SITUATED IN THE CITY OF SACRAMENTO, COUNTY OF SACRAMENTO, STATE OF CALIFORNIA, BEING A PORTION OF THE NORTHWEST ONE-QUARTER OF SECTION 13, TOWNSHIP 9 NORTH, RANGE 4 EAST, M.D.M., DESCRIBED AS FOLLOWS:

ALL THAT PORTION OF PARCEL 1 OF THAT CERTAIN GRANT DEED DESCRIBED IN BOOK 20060802 OF OFFICIAL RECORDS, PAGE 1431 FILED IN THE OFFICE OF THE RECORDER OF SAID COUNTY, MORE PARTICULAR DESCRIBED AS FOLLOWS:

**COMMENCING** AT THE SOUTHEAST CORNER OF SAID NORTHWEST ONE-QUARTER OF SECTION 13, THENCE ALONG THE SOUTHERLY LINE OF SAID NORTHWEST ONE-QUARTER OF SECTION 13, SOUTH 89° 52' 00" WEST, 76.19 TO THE EASTERLY BOUNDARY OF SAID PARCEL 1, AND THE **POINT OF BEGINNING**; THENCE ALONG SAID EASTERLY BOUNDARY SOUTH 00° 25' 01" EAST, 30.00 FEET TO A POINT ON SAID EASTERLY BOUNDARY; THENCE INTO SAID PARCEL 1, SOUTH 89° 52' 00" WEST 1202.18 FEET TO THE WESTERLY LINE OF SAID PARCEL 1; THENCE ALONG SAID WESTERLY LINE NORTH 51° 27' 13" EAST, 141.03 TO A POINT OF CURVATURE; THENCE ALONG A CURVE HAVING A RADIUS OF 2935 FEET CONCAVE TO THE SOUTH EAST, SUBTENDED BY A CHORD BEARING NORTH 51° 33' 07" EAST, 10.08 FEET TO A POINT ON THE WESTERLY LINE OF SAID PARCEL; THENCE INTO SAID PARCEL NORTH 89° 52' 00" EAST, 268.81 FEET; THENCE SOUTH 00° 08' 00" EAST, 5.00 FEET; THENCE NORTH 89° 52' 00" EAST, 509.93 FEET TO A POINT IN THE EASTERLY LINE OF SAID PARCEL 1; THENCE ALONG SAID EASTERLY LINE SOUTH 28° 41' 21" EAST, 56.69 FEET; THENCE NORTH 89° 51' 45" EAST, 269.71 FEET TO THE MOST EASTERLY CORNER OF SAID PARCEL 1; THENCE FROM SAID EASTERLY CORNER CONTINUING ALONG THE EASTERLY LINE OF SAID PARCEL 1 SOUTH 00° 25' 01" EAST, 15.22 FEET TO THE **POINT OF BEGINNING** . CONTAINING 95,750 SQUARE FEET MORE OR LESS.

BASIS OF BEARINGS FOR THIS DESCRIPTION IS IDENTICAL TO THAT OF THAT CERTAIN GRANT DEED DESCRIBED IN BOOK 20060802 OF OFFICIAL RECORDS, PAGE 1431 FILED IN THE OFFICE OF THE RECORDER OF SAID COUNTY. SAID BASIS IS CALIFORNIA STATE PLANE COORDINATE SYSTEM, ZONE 2, NAD 83, EPOCH DATE 1997. 30, AS MEASURED BETWEEN NGS STATION "G3704" AND "G3804". SAID BEARING IS NORTH 40° 11' 50" EAST. DISTANCES SHOWN ARE GROUND BASED.

EXHIBIT A  
PARCEL 1  
20060802 O.R. 1431  
EASEMENT  
LEGAL DESCRIPTION  
PAGE 2 OF 2

SEE EXHIBIT B, PLAT TO ACCOMPANY DESCRIPTION, ATTACHED HERETO AND MADE A PART  
HEREOF.

END OF LEGAL DESCRIPTION

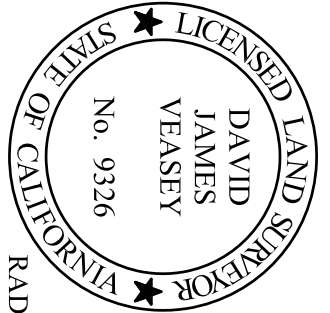
THIS DESCRIPTION WAS PREPARED BY ME OR UNDER MY DIRECTION IN ACCORDANCE WITH  
SECTION 8761 OF THE PROFESSIONAL LAND SURVEYOR'S ACT.

---

DAVID J. VEASEY  
L.S. 9326 EXP. 03/31/2019

---

DATE



STATE OF CALIFORNIA  
INTERSTATE FREEWAY  
ROUTE 80

TOTAL AREA OF  
EASEMENT PARCEL  
95,750 SQ. FT.

RADIUS = 2935'  
Δ = 03° 11' 29"  
L = 163.48' (OA)

N 51° 27' 13" E  
234.28' (OA)

RADIUS = 650  
Δ = 62° 42' 02"  
L = 711.32'

LEGEND:  
POB = POINT OF BEGINNING  
POC = POINT OF COMMENCEMENT  
OA = OVER ALL DISTANCE

**PARCEL 1**  
**20060802 O.R. 1431**  
**APN: 225-0170-064**

SEE SHEET 2 FOR  
DIMENSIONS OF  
EASEMENT PARCEL

SOUTHERLY LINE OF THE NW ¼  
OF SECTION 13 T9N, R4E

S 00° 25' 21" W 418.00'

S 89° 52' 00" W 1240.36' (OA)

N 54° 41' 50" E 543.40'

S 28° 41' 21" E 516.36' (OA)

S 89° 51' 45" W  
269.71'

POB

POC  
NW ¼ COR  
SEC. 13  
T9N, R4E

SCALE:  
1" = 200'



LINE TABLE		
LINE	BEARING	DISTANCE
L1	S 00° 25' 01" E	79.05'
L2	S 08° 03' 33" W	139.08'
L3	S 00° 25' 01" E	94.05'

S 89° 32' 00" W 578.28'

FONG RANCH ROAD

CATTLE DRIVE

MEADOW WOOD  
UNIT NO. 3  
-157 B.M. 17

LOTE

PARCEL 5A  
660924 O.R. 535

**FEBRUARY**

**2019**

S 89° 32' 00" W 914.41'

PARCEL 1  
CERTIFICATE OF COMPLIANCE  
FOR LOT LINE ADJUSTMENT  
20050120 O.R. 1492  
APN: 225-0170-063

EXHIBIT B  
PARCEL 1  
20060802 O.R. 1431  
EASEMENT  
CITY OF SACRAMENTO  
PAGE 1 OF 2



STATE OF CALIFORNIA  
 INTERSTATE FREEWAY  
 ROUTE 80

TOTAL AREA OF  
 EASEMENT PARCEL  
 95,750 SQ. FT.



RADIUS = 2935.00  
 CB = N 51° 33' 07" E  
 CD = 10.08'

N 51° 27' 13" E  
 141.03'

N 89° 52' 00" E 268.81'

S 00° 08' 00" E  
 5.00'

N 89° 52' 00" E 509.93'

S 89° 52' 00" W 1202.18'

S 28° 41' 21" E 56.69'

N 89° 51' 45" E 269.71'

S 00° 25' 01" E  
 15.22'

S 00° 25' 01" E  
 30.00'

FONG RANCH ROAD

POB

**PARCEL 1**

**20060802 O.R. 1431**

**APN: 225-0170-064**

LEGEND:  
 POB = POINT OF BEGINNING  
 CB = CHORD BEARING  
 CD = CHORD DISTANCE

**APRIL 2019**

EXHIBIT B  
 PARCEL 1  
 20060802 O.R. 1431  
 EASEMENT  
 CITY OF SACRAMENTO  
 PAGE 2 OF 2



# RECLAMATION DISTRICT 1000

DATE: FEBRUARY 14, 2020

AGENDA ITEM NO. 5.7

**TITLE: Declaration of Surplus Assets and Authorization for Disposal**

**SUBJECT: Review and Consider Declaration of Surplus Assets and Authorize the General Manager to Dispose of Assets in 2020.**

**EXECUTIVE SUMMARY:**

The District, on occasion, needs to dispose of surplus assets, which include but are not limited to vehicles and equipment. In order to dispose of assets, the Board of Trustees must determine the assets are surplus and authorize disposal. As presented in Table 1 below, staff recommends the Board consider declaring the assets listed as surplus and disposing of said assets in 2020.

**Table 1 - 2020 Surplus Assets**

Year	Type	Make	Model	Hours/Mileage	Reason for Replacement
1994	Tractor	John Deere	6400	9,129 hrs	California Air Resources Control Board Compliance
1995	Tractor	John Deere	6300	12,483 hrs	California Air Resources Control Board Compliance
1998	Flat Bed Truck	International	N/A	287,177 miles	California Air Resources Control Board Compliance
2000	Spray Truck	International	N/A	129,590 miles	California Air Resources Control Board Compliance
2003	SUV	Chevrolet	Tahoe	151,969 miles	Significant Mechanical and Electrical Issues, including wiring harness damage, not worth repair costs.
2011	SUV	Dodge	Durango	145,925 miles	Significant Body Damage and High Mileage, not worth repair costs.

**RECOMMENDATION:**

Staff recommends the Board review and consider declaration of the assets listed in Table 1 as surplus and authorize the General Manager to dispose of said assets in 2020.

**FINANCIAL IMPACT:**

Potential unexpected 2020 Revenue of \$9,000.

**ATTACHMENTS:**

1. None.

**STAFF RESPONSIBLE FOR REPORT:**



Kevin L. King, General Manager

Date: 02/10/2020





## RECLAMATION DISTRICT 1000

DATE: FEBRUARY 14, 2020

AGENDA ITEM NO. 5.8

---

**TITLE:** Receive and File

**SUBJECT:** Receive and File Sacramento County Annual Investment Policy of the Pooled Investment Fund – Calendar Year 2020.

---

**EXECUTIVE SUMMARY:**

The District participates in the County of Sacramento's Pooled Investment Fund. On an annual basis the District must receive and file the County's Annual Investment Policy of the Pooled Investment Fund (Attachment No. 1).

**RECOMMENDATION:**

Staff recommends the Board receive and file the Sacramento County Annual Investment Policy of the Pooled Investment Fund – Calendar Year 2020.

**FINANCIAL IMPACT:**

None.

**ATTACHMENTS:**

1. Sacramento County Annual Investment Policy of the Pooled Investment Fund – Calendar Year 2020.

**STAFF RESPONSIBLE FOR REPORT:**

---

Kevin L. King, General Manager

Date: 02/10/2020


**Department of Finance**

 Ben Lamera  
 Director

 Divisions  
 Administration  
 Auditor-Controller  
 Consolidated Utilities Billing & Service  
 Investments  
 Tax Collection & Business Licensing  
 Treasury

**County of Sacramento**

January 21, 2020

To: Pooled Investment Fund Participant Agency Board Chairs

 Subject: **CALENDAR YEAR 2020 INVESTMENT POLICY FOR THE POOLED INVESTMENT FUND**

Since 1987, the Director of Finance has submitted a statement of investment policy to the Sacramento County Board of Supervisors for consideration and adoption. The Board of Supervisors approved the enclosed calendar year 2020 investment policy on December 17, 2019.

The 2020 investment policy removes the \$10 million limit on investments made through the Community Reinvestment Act Program to allow for more deposits in the program without increasing risk or compromising policy objectives.

I recommend that the legislative body of your agency receive and file the enclosed Sacramento County Annual Investment Policy of the Pooled Investment Fund — Calendar Year 2020 at its next regular meeting. Your action to receive and file the policy constitutes consideration at a public meeting as recommended by Government Code section 53646(a)(2). The investment policy is also available on the Department of Finance – Investment Division webpage at [www.finance.saccounty.net/investments](http://www.finance.saccounty.net/investments).

The following investment-related reports are also available on the Investment Division webpage:

- Pooled Investment Fund Monthly Review
- Quarterly Pooled Investment Fund Report
- Non-Pooled Investment Funds Portfolio Report

If you have any questions about the investment policy or management of the Pooled Investment Fund portfolio, please call me at (916) 874-6744 or Chief Investment Officer Bernard Santo Domingo at (916) 874-7320.

Sincerely,

**Ben Lamera**  
 Director of Finance

Enclosure





## **SACRAMENTO COUNTY**

# **Annual Investment Policy of the Pooled Investment Fund**

## **CALENDAR YEAR 2020**

*Approved by the  
Sacramento County Board of Supervisors*

December 17, 2019  
Resolution No. 2019-0856





# Table of Contents

I.	Authority .....	1
II.	Policy Statement.....	1
III.	Standard of Care.....	1
IV.	Investment Objectives .....	1
	A. Safety of Principal .....	1
	B. Liquidity .....	2
	C. Public Trust .....	2
	D. Maximum Rate of Return .....	2
V.	Pooled Investment Fund Investors .....	2
VI.	Implementation .....	2
VII.	Internal Controls.....	3
VIII.	Sacramento County Treasury Oversight Committee.....	4
IX.	Investment Parameters .....	4
	A. Investable Funds.....	4
	B. Authorized Investments .....	5
	C. Prohibited Investments.....	5
	D. Credit Requirements.....	5
	E. Maximum Maturities.....	6
	F. Maximum Concentrations.....	7
	G. Repurchase Agreements .....	8
	H. Community Reinvestment Act Program .....	8
	I. Criteria and Qualifications of Brokers/Dealers and Direct Issuers .....	8
	J. Investment Guidelines, Management Style and Strategy .....	9
	K. Approved Lists .....	9
	L. Calculation of Yield and Costs.....	9
X.	Reviewing, Monitoring and Reporting of the Portfolio .....	10
XI.	Withdrawal Requests for Pooled Fund Investors .....	10
XII.	Limits on Honoraria, Gifts and Gratuities.....	10
XIII.	Terms and Conditions for Outside Investors.....	11
	Appendix A – Comparison and Interpretation of Credit Ratings .....	12

# Annual Investment Policy of the Pooled Investment Fund

CALENDAR YEAR 2020

## I. Authority

Under the Sacramento County Charter, the Board of Supervisors established the position of Director of Finance and by ordinance will annually review and renew the Director of Finance's authority to invest and reinvest all the funds in the County Treasury.

## II. Policy Statement

This Investment Policy (Policy) establishes cash management and investment guidelines for the Director of Finance, who is responsible for the stewardship of the Sacramento County Pooled Investment Fund. Each transaction and the entire portfolio must comply with California Government Code and this Policy. All portfolio activities will be judged by the standards of the Policy and its investment objectives. Activities that violate its spirit and intent will be considered contrary to the Policy.

## III. Standard of Care

The Director of Finance is the Trustee of the Pooled Investment Fund and therefore, a fiduciary subject to the prudent investor standard. The Director of Finance, employees involved in the investment process, and members of the Sacramento County Treasury Oversight Committee (Oversight Committee) shall refrain from all personal business activities that could conflict with the management of the investment program. All individuals involved will be required to report all gifts and income in accordance with California state law. When investing, reinvesting, purchasing, acquiring, exchanging, selling and managing public funds, the Director of Finance shall act with care, skill, prudence, and diligence to meet the aims of the investment objectives listed in Section IV, Investment Objectives.

## IV. Investment Objectives

The Pooled Investment Fund shall be prudently invested in order to earn a reasonable return, while awaiting application for governmental purposes. The specific objectives for the Pooled Investment Fund are ranked in order of importance.

### A. Safety of Principal

The preservation of principal is the primary objective. Each transaction shall seek to ensure that capital losses are avoided, whether they be from securities default or erosion of market value.



**B. Liquidity**

As a second objective, the Pooled Investment Fund should remain sufficiently flexible to enable the Director of Finance to meet all operating requirements that may be reasonably anticipated in any depositor's fund.

**C. Public Trust**

In managing the Pooled Investment Fund, the Director of Finance and the authorized investment traders should avoid any transactions that might impair public confidence in Sacramento County and the participating local agencies. Investments should be made with precision and care, considering the probable safety of the capital as well as the probable income to be derived.

**D. Maximum Rate of Return**

As the fourth objective, the Pooled Investment Fund should be designed to attain a market average rate of return through budgetary and economic cycles, consistent with the risk limitations, prudent investment principles and cash flow characteristics identified herein. For comparative purposes, the State of California Local Agency Investment Fund (LAIF) will be used as a performance benchmark. The Pooled Investment Fund quarterly performance benchmark target has been set at or above LAIF's yield. This benchmark was chosen because LAIF's portfolio structure is similar to the Pooled Investment Fund.

**V. Pooled Investment Fund Investors**

The Pooled Investment Fund investors are comprised of Sacramento County, school and community college districts, districts directed by the Board of Supervisors, and independent special districts whose treasurer is the Director of Finance. Any local agencies not included in this category are subject to California Government Code section 53684 and are referred to as outside investors.

**VI. Implementation**

In order to provide direction to those responsible for management of the Pooled Investment Fund, the Director of Finance has established this Policy and will provide it to the Oversight Committee and render it to legislative bodies of local agencies that participate in the Pooled Investment Fund. In accordance with California Government Code section 53646, et seq., the Board of Supervisors shall review and approve this Policy annually.

This Policy provides a detailed description of investment parameters used to implement the investment process and includes the following: investable funds; authorized instruments; prohibited investments; credit requirements; maximum maturities and concentrations; repurchase agreements; Community Reinvestment Act Program; criteria and qualifications of broker/dealers and direct issuers; investment guidelines, management style and strategy; Approved Lists; and calculation of yield and costs.

## VII. Internal Controls

The Director of Finance shall establish internal controls to provide reasonable assurance that the investment objectives are met and to ensure that the assets are protected from loss, theft, or misuse. To assist in implementation and internal controls, the Director of Finance has established an Investment Group and a Review Group.

The Investment Group, which is comprised of the Director of Finance and his/her designees, is responsible for maintenance of the investment guidelines and Approved Lists. These guidelines and lists can be altered daily, if needed, to adjust to the ever-changing financial markets. The guidelines can be more conservative or match the policy language. In no case can the guidelines override the Policy.

The Review Group, which is comprised of the Director of Finance and his/her designees, is responsible for the monthly review and appraisal of all the investments purchased by the Director of Finance and staff. This review includes bond proceeds, which are invested separately from the Pooled Investment Fund and are not governed by this Policy.

The Director of Finance shall establish a process for daily, monthly, quarterly, and annual review and monitoring of the Pooled Investment Fund activity. The following articles, in order of supremacy, govern the Pooled Investment Fund:

1. California Government Code
2. Annual Investment Policy
3. Current Investment Guidelines
4. Approved Lists (see page 9, Section IX.K)

The Director of Finance shall review the daily investment activity and corresponding bank balances.

Monthly, the Review Group shall review all investment activity and its compliance to the corresponding governing articles and investment objectives.

Quarterly, the Director of Finance will provide the Oversight Committee with a copy of the Pooled Investment Fund activity and its compliance to the annual Policy and California Government Code.

Annually, the Oversight Committee shall cause an annual audit of the activities within the Pooled Investment Fund to be conducted to determine compliance to the Policy and California Government Code. This audit will include issues relating to the structure of the investment portfolio and risk.

All securities purchased, with the exception of bank deposits, money market mutual funds, and LAIF, shall be delivered to the independent third-party custodian selected by the Director of Finance. This includes all collateral for repurchase agreements. All trades, where applicable, will be executed by delivery versus payment by the designated third-party custodian.



### **VIII. Sacramento County Treasury Oversight Committee**

In accordance with California Government Code section 27130 et seq., the Board of Supervisors, in consultation with the Director of Finance, has created the Sacramento County Treasury Oversight Committee (Oversight Committee). Annually, the Director of Finance shall prepare an Investment Policy that will be forwarded to and monitored by the Oversight Committee and rendered to Boards of all local agency participants. The Board of Supervisors shall review and approve the Policy during public session. Quarterly, the Director of Finance shall provide the Oversight Committee a report of all investment activities of the Pooled Investment Fund to ensure compliance to the Policy. Annually, the Oversight Committee shall cause an audit to be conducted on the Pooled Investment Fund. The meetings of the Oversight Committee shall be open to the public and subject to the Ralph M. Brown Act.

A member of the Oversight Committee may not be employed by an entity that has contributed to the campaign of a candidate for the office of local treasurer, or contributed to the campaign of a candidate to be a member of a legislative body of any local agency that has deposited funds in the county treasury, in the previous three years or during the period that the employee is a member of the Oversight Committee. A member may not directly or indirectly raise money for a candidate for local treasurer or a member of the Sacramento County Board of Supervisors or governing board of any local agency that has deposited funds in the county treasury while a member of the Oversight Committee. Finally, a member may not secure employment with, or be employed by bond underwriters, bond counsel, security brokerages or dealers, or financial services firms, with whom the treasurer is doing business during the period that the person is a member of the Oversight Committee or for one year after leaving the committee.

The Oversight Committee is not allowed to direct individual investment decisions, select individual investment advisors, brokers or dealers, or impinge on the day-to-day operations of the Department of Finance treasury and investment operations.

### **IX. Investment Parameters**

#### **A. Investable Funds**

Total Investable Funds (TIF) for purposes of this Policy are all Pooled Investment Fund moneys that are available for investment at any one time, including the estimated bank account float. Included in TIF are funds of outside investors, if applicable, for which the Director of Finance provides investment services. Excluded from TIF are all funds held in separate portfolios.

The Cash Flow Horizon is the period in which the Pooled Investment Fund cash flow can be reasonably forecasted. This Policy establishes the Cash Flow Horizon to be one (1) year.

Once the Director of Finance has deemed that the cash flow forecast can be met, the Director of Finance may invest funds with maturities beyond one year. These securities will be referred to as the Core Portfolio.

**B. Authorized Investments**

Authorized investments shall match the general categories established by the California Government Code sections 53601 et seq. and 53635 et seq. Authorized investments shall include, in accordance with California Government Code section 16429.1, investments into LAIF. Authorization for specific instruments within these general categories, as well as narrower portfolio concentration and maturity limits, will be established and maintained by the Investment Group as part of the Investment Guidelines. As the California Government Code is amended, this Policy shall likewise become amended.

**C. Prohibited Investments**

No investments shall be authorized that have the possibility of returning a zero or negative yield if held to maturity. These shall include inverse floaters, range notes, and interest only strips derived from a pool of mortgages.

All legal investments issued by a tobacco-related company are prohibited. A tobacco-related company is defined as an entity that makes smoking products from tobacco used in cigarettes, cigars, or snuff or for smoking in pipes. The tobacco-related issuers restricted from any investment are any component companies in the Dow Jones U.S. Tobacco Index or the NYSE Arca Tobacco Index. Annually the Director of Finance and/or his designee will update the list of tobacco-related companies.

**D. Credit Requirements**

Except for municipal obligations and Community Reinvestment Act (CRA) bank deposits and certificates of deposit, the issuer's short-term credit ratings shall be at or above A-1 by Standard & Poor's, P-1 by Moody's, and, if available, F1 by Fitch, and the issuer's long-term credit ratings shall be at or above A by Standard & Poor's, A2 by Moody's, and, if available, A by Fitch. There are no credit requirements for Registered State Warrants. All other municipal obligations shall be at or above a short-term rating of SP-1 by Standard & Poor's, MIG1 by Moody's, and, if available, F1 by Fitch. In addition, domestic banks are limited to those with a Fitch Viability rating of a or better, without regard to modifiers. The Investment Group is granted the authority to specify approved California banks with Fitch Viability ratings of bbb+ but they must have a Support rating of 1 where appropriate. Foreign banks with domestic licensed offices must have a Sovereign rating of AAA from Standard and Poor's, Moody's, or Fitch and a Fitch Viability rating of a or better, without regard to modifiers; however, a foreign bank may have a rating of bbb+ but they must have a Support rating of 1. Domestic savings banks must be rated a or better, without regard to modifiers, or may have a rating of bbb+ but they must a Support rating of 1.



*Community Reinvestment Act Program Credit Requirements*

Maximum Amount	Minimum Requirements
Up to the FDIC- or NCUSIF-insured limit for the term of the deposit	<b>Banks</b> — FDIC Insurance Coverage
	<b>Credit Unions</b> — NCUSIF Insurance Coverage <i>Credit unions are limited to a maximum deposit of the NCUSIF-insured limit since they are not rated by nationally recognized rating agencies and are not required to provide collateral on public deposits.</i>
Over the FDIC- or NCUSIF-insured limit	<p>(Any 2 of 3 ratings)</p> <p>S&amp;P: A-2</p> <p>Moody's: P-2</p> <p>Fitch: F-2</p> <p>Collateral is required</p> <p style="text-align: center;"><b>OR</b></p> <p>Through a private sector entity that assists in the placement of deposits to achieve FDIC insurance coverage of the full deposit and accrued interest.</p>

Eligible banks must have Community Reinvestment Act performance ratings of “satisfactory” or “outstanding” from each financial institution’s regulatory authority. In addition, deposits greater than the federally-insured amount must be collateralized. Banks must place securities worth between 110% and 150% of the value of the deposit with the Federal Reserve Bank of San Francisco, the Home Loan Bank of San Francisco, or a trust bank.

Since credit unions do not have Community Reinvestment Act performance ratings, they must demonstrate their commitment to meeting the community reinvestment lending and charitable activities, which are also required of banks.

All commercial paper and medium-term note issues must be issued by corporations operating within the United States and having total assets in excess of one billion dollars (\$1,000,000,000).

The Investment Group may raise these credit standards as part of the Investment Guidelines and Approved Lists. Appendix A provides a Comparison and Interpretation of Credit Ratings by Standard & Poor’s, Moody’s, and Fitch.

**E. Maximum Maturities**

Due to the nature of the invested funds, no investment with limited market liquidity should be used. Appropriate amounts of highly-liquid investments, such as Treasury and Agency securities, should be maintained to accommodate unforeseen withdrawals.

The maximum maturity, determined as the term from the date of ownership to the date of maturity, for each investment shall be established as follows:

U.S. Treasury and Agency Obligations .....	5 years
Washington Supranational Obligations <sup>1</sup> .....	5 years
Municipal Notes .....	5 years
Registered State Warrants.....	5 years
Bankers Acceptances .....	180 days
Commercial Paper .....	270 days
Negotiable Certificates of Deposit.....	180 days
CRA Bank Deposit/Certificates of Deposit .....	1 year
Repurchase Agreements .....	1 year
Reverse Repurchase Agreements .....	92 days
Medium-Term Corporate Notes .....	180 days
Collateralized Mortgage Obligations .....	180 days

The Investment Group may reduce these maturity limits to a shorter term as part of the Investment Guidelines and the Approved Lists.

The ultimate maximum maturity of any investment shall be five (5) years. The dollar-weighted average maturity of all securities shall be equal to or less than three (3) years.

#### **F. Maximum Concentrations**

No more than 80% of the portfolio may be invested in issues other than United States Treasuries and Government Agencies. The maximum allowable percentage for each type of security is set forth as follows:

U.S. Treasury and Agency Obligations.....	100%
Municipal Notes .....	80%
Registered State Warrants.....	80%
Bankers Acceptances .....	40%
Commercial Paper .....	40%
Washington Supranational Obligations.....	30%
Negotiable Certificates of Deposit and CRA Bank Deposit/Certificates of Deposit .....	30%
Repurchase Agreements .....	30%
Reverse Repurchase Agreements .....	20%
Medium-Term Corporate Notes .....	30%
Money Market Mutual Funds.....	20%
Collateralized Mortgage Obligations .....	20%
Local Agency Investment Fund (LAIF).....	(per State limit)

The Investment Group may reduce these concentrations as part of the Investment Guidelines and the Approved Lists.

<sup>1</sup> The International Bank for Reconstruction and Development, International Finance Corporation, and Inter-American Development Bank.



No more than 10% of the portfolio, except Treasuries and Agencies, may be invested in securities of a single issuer including its related entities.

Where a percentage limitation is established above, for the purpose of determining investment compliance, that maximum percentage will be applied on the date of purchase.

### **G. Repurchase Agreements**

Under California Government Code section 53601, paragraph (j) and section 53635, the Director of Finance may enter into Repurchase Agreements and Reverse Repurchase Agreements. The maximum maturity of a Repurchase Agreement shall be one year. The maximum maturity of a reverse repurchase agreement shall be 92 days, and the proceeds of a reverse repurchase agreement may not be invested beyond the expiration of the agreement. The reverse repurchase agreement must be "matched to maturity" and meet all other requirements in the code.

All repurchase agreements must have an executed Sacramento County Master Repurchase Agreement on file with both the Director of Finance and the Broker/Dealer. Repurchase Agreements executed with approved broker-dealers must be collateralized with either: (1) U.S. Treasuries or Agencies with a market value of 102% for collateral marked to market daily; or (2) money market instruments which are on the Approved Lists of the County and which meet the qualifications of the Policy, with a market value of 102%. Since the market value of the underlying securities is subject to daily market fluctuations, investments in repurchase agreements shall be in compliance if the value of the underlying securities is brought back up to 102% no later than the next business day. Use of mortgage-backed securities for collateral is not permitted. Strictly for purposes of investing the daily excess bank balance, the collateral provided by the Sacramento County's depository bank can be Treasuries or Agencies valued at 110%, or mortgage-backed securities valued at 150%.

### **H. Community Reinvestment Act Program**

The Director of Finance has allocated within the Pooled Investment Fund, a maximum of \$90 million for the Community Reinvestment Act Program to encourage community investment by financial institutions, which includes community banks and credit unions, and to acknowledge and reward local financial institutions which support the community's financial needs. The Director of Finance may increase this amount, as appropriate, while staying within the investment policy objectives and maximum maturity and concentration limits. The eligible banks and savings banks must have Community Reinvestment Act performance ratings of "satisfactory" or "outstanding" from each financial institution's regulatory authority. The minimum credit requirements are located on page 5 of Section IX.D.

### **I. Criteria and Qualifications of Brokers/Dealers and Direct Issuers**

All transactions initiated on behalf of the Pooled Investment Fund and Sacramento County shall be executed through either government security dealers reporting as primary dealers to the Market Reports Division of the Federal Reserve Bank of New York or direct issuers that directly issue their own securities which have been placed on the Approved List of

brokers/dealers and direct issuers. Further, these firms must have an investment grade rating from at least two national rating services, if available.

Brokers/Dealers and direct issuers which have exceeded the political contribution limits, as contained in Rule G-37 of the Municipal Securities Rulemaking Board, within the preceding four-year period to the Director of Finance, any member of the Board of Supervisors, or any candidate for the Board of Supervisors, are prohibited from the Approved List of brokers/dealers and direct issuers.

Each broker/dealer and direct issuer will be sent a copy of this Policy and a list of those persons authorized to execute investment transactions. Each firm must acknowledge receipt of such materials to qualify for the Approved List of brokers/dealers and direct issuers.

Each broker/dealer and direct issuer authorized to do business with Sacramento County shall, at least annually, supply the Director of Finance with audited financial statements.

#### **J. Investment Guidelines, Management Style and Strategy**

The Investment Group, named by the Director of Finance, shall issue and maintain Investment Guidelines specifying authorized investments, credit requirements, permitted transactions, and issue maturity and concentration limits which are consistent with this Policy.

The Investment Group shall also issue a statement describing the investment management style and current strategy for the entire investment program. The management style and strategy can be changed to accommodate shifts in the financial markets, but at all times they must be consistent with this Policy and its objectives.

#### **K. Approved Lists**

The Investment Group, named by the Director of Finance, shall issue and maintain various Approved Lists. These lists are:

1. Approved Domestic Banks for all legal investments.
2. Approved Foreign Banks for all legal investments.
3. Approved Commercial Paper and Medium Term Note Issuers.
4. Approved Money Market Mutual Funds.
5. Approved Firms for Purchase or Sale of Securities (Brokers/Dealers and Direct Issuers).
6. Approved Banks / Credit Unions for the Community Reinvestment Act Program.

#### **L. Calculation of Yield and Costs**

The costs of managing the investment portfolio, including but not limited to: investment management; accounting for the investment activity; custody of the assets; managing and accounting for the banking; receiving and remitting deposits; oversight controls; and indirect and overhead expenses are charged to the investment earnings based upon actual labor hours worked in respective areas. Costs of these respective areas are accumulated by specific cost



accounting projects and charged to the Pooled Investment Fund on a quarterly basis throughout the fiscal year.

The Department of Finance will allocate the net interest earnings of the Pooled Investment Fund quarterly. The net interest earnings are allocated based upon the average daily cash balance of each Pooled Investment Fund participant.

#### **X. Reviewing, Monitoring and Reporting of the Portfolio**

The Review Group will prepare and present to the Director of Finance at least monthly a comprehensive review and evaluation of the transactions, positions, performance of the Pooled Investment Fund and compliance to the California Government Code, Policy, and Investment Guidelines.

Quarterly, the Director of Finance will provide to the Oversight Committee and to any local agency participant that requests a copy, a detailed report on the Pooled Investment Fund. Pursuant to California Government Code section 53646, the report will list the type of investments, name of issuer, maturity date, par and dollar amount of the investment. For the total Pooled Investment Fund, the report will list average maturity, the market value, and the pricing source. Additionally, the report will show any funds under the management of contracting parties, a statement of compliance to the Policy and a statement of the Pooled Investment Fund's ability to meet the expected expenditure requirements for the next six months.

Each quarter, the Director of Finance shall provide to the Board of Supervisors and interested parties a comprehensive report on the Pooled Investment Fund.

Annually, the Director of Finance shall provide to the Oversight Committee the Investment Policy. Additionally, the Director of Finance will render a copy of the Investment Policy to the legislative body of the local agencies that participate in the Pooled Investment Fund.

#### **XI. Withdrawal Requests for Pooled Fund Investors**

The Director of Finance will honor all requests to withdraw funds for normal cash flow purposes that are approved by the Director of Finance at a one dollar net asset value. Any requests to withdraw funds for purposes other than immediate cash flow needs, such as for external investing, are subject to the consent of the Director of Finance. In accordance with California Government Code Sections 27133(h) and 27136, such requests for withdrawals must first be made in writing to the Director of Finance. When evaluating a request to withdraw funds, the Director of Finance will take into account the effect of a withdrawal on the stability and predictability of the Pooled Investment Fund and the interests of other depositors. Any withdrawal for such purposes will be at the market value of the Pooled Investment Fund on the date of the withdrawal.

#### **XII. Limits on Honoraria, Gifts, and Gratuities**

In accordance with California Government Code Section 27133(d), this Policy establishes limits for the Director of Finance; individuals responsible for management of the portfolios; and members of the Investment Group and Review Group who direct individual investment decisions,

select individual investment advisors and broker/dealers, and conduct day-to-day investment trading activity. The limits also apply to members of the Oversight Committee. Any individual who receives an aggregate total of gifts, honoraria and gratuities in excess of \$50 in a calendar year from a broker/dealer, bank or service provider to the Pooled Investment Fund must report the gifts, dates and firms to the designated filing official and complete the appropriate State forms.

No individual may receive aggregate gifts, honoraria, and gratuities from any single source in a calendar year in excess of the amount specified in Section 18940.2(a) of Title 2, Division 6 of the California Code of Regulations. This limitation is \$500 for the period January 1, 2019, to December 31, 2020, and is adjusted for inflation every odd-numbered year. Any violation must be reported to the State Fair Political Practices Commission.

### **XIII. Terms and Conditions for Outside Investors**

Outside investors may invest in the Pooled Investment Fund through California Government Code Section 53684. Their deposits are subject to the consent of the Director of Finance. The legislative body of the local agency must approve the Sacramento County Pooled Investment Fund as an authorized investment and execute a Memorandum of Understanding. Any withdrawal of these deposits must be made in writing 30 days in advance and will be paid based upon the market value of the Pooled Investment Fund. If the Director of Finance considers it appropriate, the deposits may be returned at any time to the local agency.



# Appendix A

## Comparison and Interpretation of Credit Ratings

<b>Long Term Debt &amp; Individual Bank Ratings</b>				
<b>Rating Interpretation</b>	<b>Moody's</b>	<b>S&amp;P</b>	<b>Fitch</b>	<b>Fitch Viability Rating</b>
<i>Best-quality grade</i>	Aaa	AAA	AAA	aaa
<i>High-quality grade</i>	Aa1	AA+	AA+	aa+
	Aa2	AA	AA	aa
	Aa3	AA-	AA-	aa-
<i>Upper Medium Grade</i>	A1	A+	A+	a+
	A2	A	A	a
	A3	A-	A-	a-
<i>Medium Grade</i>	Baa1	BBB+	BBB+	bbb+
	Baa2	BBB	BBB	bbb
	Baa3	BBB-	BBB-	bbb-
<i>Speculative Grade</i>	Ba1	BB+	BB+	bb+
	Ba2	BB	BB	bb
	Ba3	BB-	BB-	bb-
<i>Low Grade</i>	B1	B+	B+	b+
	B2	B	B	b
	B3	B-	B-	b-
<i>Poor Grade to Default</i>	Caa	CCC+	CCC	ccc
<i>In Poor Standing</i>	-	CCC	-	
	-	CCC-	-	
<i>Highly Speculative Default</i>	Ca	CC	CC	cc
	C	-	-	c
<i>Default</i>	-	-	DDD	f
	-	-	DD	f
	-	D	D	f

<b>Short Term / Municipal Note Investment Grade Ratings</b>			
<b>Rating Interpretation</b>	<b>Moody's</b>	<b>S&amp;P</b>	<b>Fitch</b>
<i>Superior Capacity</i>	MIG-1	SP-1+/SP-1	F1+/F1
<i>Strong Capacity</i>	MIG-2	SP-2	F2
<i>Acceptable Capacity</i>	MIG-3	SP-3	F3

## Appendix A

<b>Short Term / Commercial Paper Investment Grade Ratings</b>			
<b>Rating Interpretation</b>	<b>Moody's</b>	<b>S&amp;P</b>	<b>Fitch</b>
<i>Superior Capacity</i>	P-1	A-1+/A-1	F1+/F1
<i>Strong Capacity</i>	P-2	A-2	F2
<i>Acceptable Capacity</i>	P-3	A-3	F3

<b>Fitch Support Ratings</b>	
<i>Rating</i>	<i>Interpretation</i>
1	A bank for which there is an extremely high probability of external support. The potential provider of support is very highly rated in its own right and has a very high propensity to support the bank in question. This probability of support indicates a minimum Long-Term Rating floor of 'A-'.
2	A bank for which there is a high probability of external support. The potential provider of support is highly rated in its own right and has a high propensity to provide support to the bank in question. This probability of support indicates a minimum Long-Term Rating floor of 'BBB-'.
3	A bank for which there is a moderate probability of support because of uncertainties about the ability or propensity of the potential provider of support to do so. This probability of support indicates a minimum Long-Term Rating floor of 'BB-'.
4	A bank for which there is a limited probability of support because of significant uncertainties about the ability or propensity of any possible provider of support to do so. This probability of support indicates a minimum Long-Term Rating floor of 'B'.
5	A bank for which external support, although possible, cannot be relied upon. This may be due to a lack of propensity to provide support or to very weak financial ability to do so. This probability of support indicates a Long-Term Rating floor no higher than 'B-' and in many cases no floor at all.

## Appendix A

### Fitch Sovereign Risk Ratings

<i>Rating</i>	<i>Interpretation</i>
AAA	<b>Highest credit quality.</b> 'AAA' ratings denote the lowest expectation of default risk. They are assigned only in cases of exceptionally strong capacity for payment of financial commitments. This capacity is highly unlikely to be adversely affected by foreseeable events.
AA	<b>Very high credit quality.</b> 'AA' ratings denote expectations of very low default risk. They indicate very strong capacity for payment of financial commitments. This capacity is not significantly vulnerable to foreseeable events.
A	<b>High credit quality.</b> 'A' ratings denote expectations of low default risk. The capacity for payment of financial commitments is considered strong. This capacity may, nevertheless, be more vulnerable to adverse business or economic conditions than is the case for higher ratings.
BBB	<b>Good credit quality.</b> 'BBB' ratings indicate that expectations of default risk are currently low. The capacity for timely payment of financial commitments is considered adequate but adverse business or economic conditions are more likely to impair this capacity.
BB	<b>Speculative.</b> 'BB' ratings indicate an elevated vulnerability to default risk, particularly in the event of adverse changes in business or economic conditions over time.
B	<b>Highly speculative.</b> 'B' ratings indicate that material default risk is present, but a limited margin of safety remains. Financial commitments are currently being met; however, capacity for continued payment is vulnerable to deterioration in the business and economic environment.
CCC	<b>High default risk.</b> Default is a real possibility.
CC	<b>Very high levels of credit risk.</b> Default of some kind appears probable.
C	<b>Exceptionally high levels of credit risk.</b> Default appears imminent or inevitable.
D	<p><b>Default.</b> Indicates a default. Default generally is defined as one of the following:</p> <ul style="list-style-type: none"> <li>• Failure to make payment of principal and/or interest under the contractual terms of the rated obligation;</li> <li>• The bankruptcy filings, administration, receivership, liquidation or other winding-up or cessation of the business of an issuer/obligor; or</li> <li>• The coercive exchange of an obligation, where creditors were offered securities with diminished structural or economic terms compared with the existing obligation.</li> </ul>











## RECLAMATION DISTRICT 1000

DATE: FEBRUARY 14, 2020

AGENDA ITEM NO. 6.2

---

**TITLE:** California Special Districts Association: Call for Nominations

**SUBJECT:** Review and Consider Nominations for California Special Districts Association  
Call for Nominations

---

### EXECUTIVE SUMMARY:

Reclamation District 1000 (RD 1000; District) is a member of the California Special Districts Association (CSDA). On January 27, 2020, RD 1000, received a letter (Attachment 1) from CSDA calling for nominations for their Board of Directors. RD 1000 as a member in good standing is eligible to nominate one person, a board member or managerial employee, for election to the CSDA Board of Directors. If interested, RD 1000, must take action to approve a nomination for election to the CSDA Board.

Staff recommends the Board consider a nomination to the CSDA Board and if interested, approve nominee's application to CSDA for election to the CSDA Board by March 26, 2020.

### RECOMMENDATION:

Staff recommends the Board consider a nomination to the CSDA Board and if interested, approve nominee's application to CSDA for election to the CSDA Board by March 26, 2020.

### FINANCIAL IMPACT:

The District estimates approximately \$3,000 in annual expense to support participation on the CSDA Board, as some travel and conference attendance is required for CSDA Board members. This expense would be budgeted in the 2020/2021 Budget if the District's nominee was elected to the CSDA Board.

### ATTACHMENTS:

1. California Special Districts Association Call for Nominations (January 27, 2020)

### STAFF RESPONSIBLE FOR REPORT:

---

Kevin L. King, General Manager

Date: 02/10/2020



**California Special  
Districts Association**

*Districts Stronger Together*

**DATE:** January 27, 2020  
**TO:** CSDA Voting Member Presidents and General Managers  
**FROM:** CSDA Elections and Bylaws Committee  
**SUBJECT:** **CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS  
SEAT C**

---

The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the California Special Districts Association for the 2021 - 2023 term.

The leadership of CSDA is elected from its six geographical networks. Each of the six networks has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA Regular Member in good standing and located within the geographic network that they seek to represent. (See attached CSDA Network Map)

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, education and resources. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration. Serving on the Board requires one's interest in the issues confronting special districts statewide.

**Commitment and Expectations:**

- Attend all Board meetings, usually 4-5 meetings annually, at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento.  
*(CSDA reimburses Directors for their related expenses for Board and committee meetings as outlined in Board policy).*
- Attend, at minimum, the following CSDA annual events: Special Districts Legislative Days - held in the spring, and the CSDA Annual Conference - held in the fall.  
*(CSDA does **not** reimburse expenses for the two conferences even if a Board or committee meeting is held in conjunction with the event, however does comp registration for the two events)*
- Complete all four modules of CSDA's Special District Leadership Academy within 2 years of being elected.  
*(CSDA does **not** reimburse expenses for the Academy classes even if a Board or committee meeting is held in conjunction with the event).*

**AGAIN, THIS YEAR!**

**This year we will be using a web-based online voting system, allowing your district to cast your vote easily and securely.** *Electronic Ballots will be emailed to the main contact in your district May 25, 2020. All votes must be received through the system no later than 5:00 p.m. July 10, 2020.*

*Districts can opt to cast a paper ballot instead; but you must contact Amber Phelen by e-mail [Amberp@csda.net](mailto:Amberp@csda.net) by **March 26, 2020** in order to ensure that you will receive a paper ballot on time.*

CSDA will mail paper ballots on May 25, 2020 per district request only. ALL ballots must be received by CSDA no later than 5:00 p.m. July 10, 2020.

The successful candidates will be notified no later than July 14, 2020. All selected Board Members will be introduced at the Annual Conference in Palm Desert, CA in August 2020.



**California Special  
Districts Association**  
*Districts Stronger Together*

## 2021-2023 BOARD OF DIRECTORS NOMINATION FORM

Name of Candidate: \_\_\_\_\_

District: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Network: \_\_\_\_\_ (see map)

Telephone: \_\_\_\_\_  
(PLEASE BE SURE THE PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE DIRECTLY)

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Nominated by (optional): \_\_\_\_\_

**Return this form and a Board resolution/minute action supporting the candidate and Candidate Information Sheet by mail, or email to:**

CSDA  
Attn: Amber Phelen  
1112 I Street, Suite 200  
Sacramento, CA 95814  
(877) 924-2732 (916) 442-7889 fax  
amberp@csda.net

***DEADLINE FOR RECEIVING NOMINATIONS – March 26, 2020***



## 2021-2023 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: \_\_\_\_\_

District/Company: \_\_\_\_\_

Title: \_\_\_\_\_

Elected/Appointed/Staff: \_\_\_\_\_

Length of Service with District: \_\_\_\_\_

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

\_\_\_\_\_  
\_\_\_\_\_

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

\_\_\_\_\_  
\_\_\_\_\_

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

\_\_\_\_\_  
\_\_\_\_\_

4. List civic organization involvement:

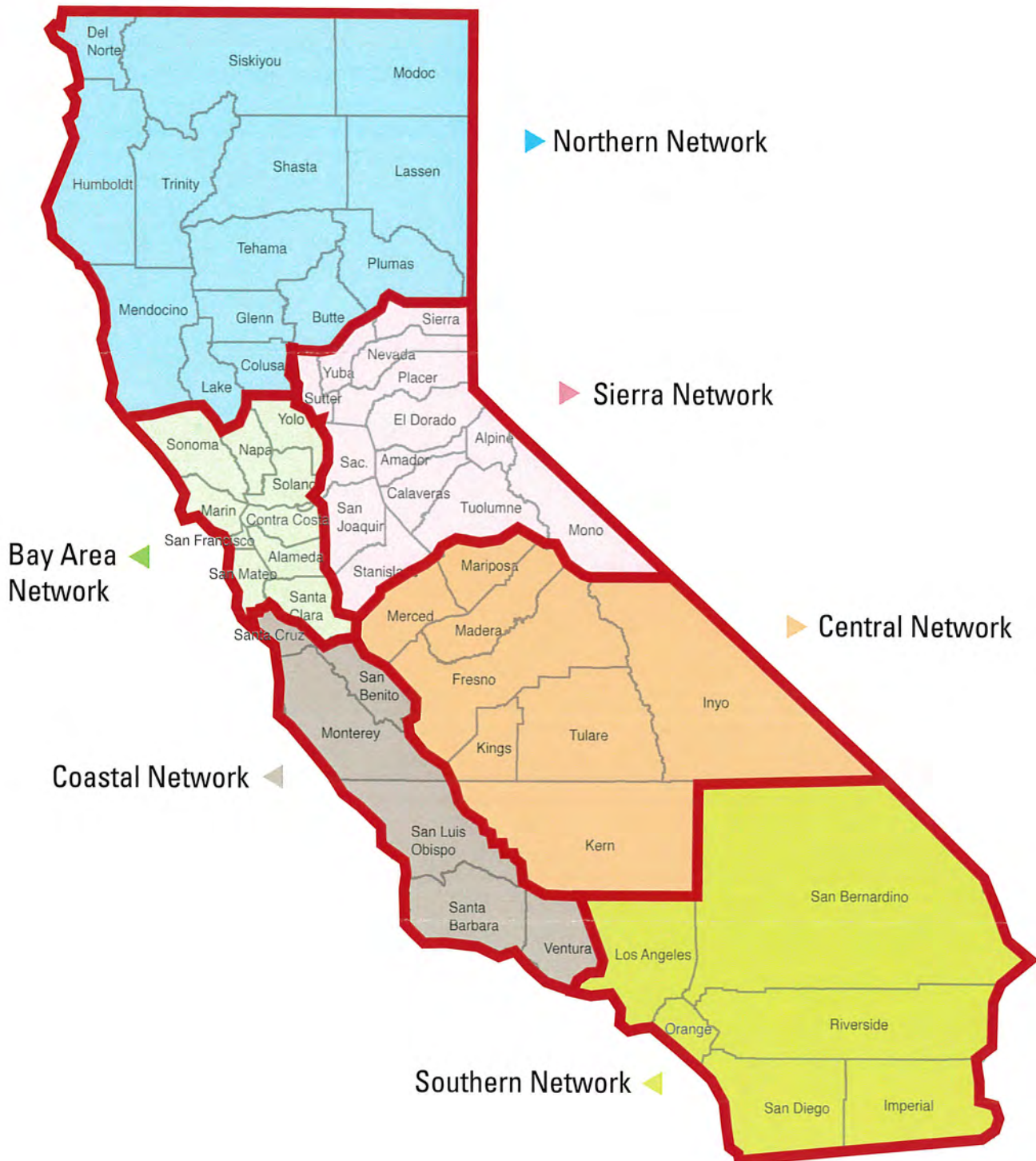
\_\_\_\_\_  
\_\_\_\_\_

**\*\*Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after March 26, 2020 will not be included with the ballot.**



California Special Districts Association

# DISTRICT NETWORKS





## RECLAMATION DISTRICT 1000

DATE: FEBRUARY 14, 2020

AGENDA ITEM NO. 6.3

---

**TITLE:** Engineering Services Agreement

**SUBJECT:** Review and Consider Authorizing the General Manager to Execute Engagement Task Order with Mead and Hunt for Engineering Services in 2020.

---

### EXECUTIVE SUMMARY:

Reclamation District No. 1000 (RD 1000; District) has an existing Engineering Services Agreement with Mead and Hunt. On an annual basis Mead and Hunt provides a task order to the District for approval. The task order for 2020 is provided in Attachment No. 1 to this Staff Report.

### RECOMMENDATION:

Staff recommends the Board review and consider authorizing the General Manager to execute the Task Order with Mead and Hunt (Attachment No. 1) for Engineering Services for 2020.

### FINANCIAL IMPACT:

\$80,000 through December 2020.

### ATTACHMENTS:

1. 2020 Task Order – Mead and Hunt.

### STAFF RESPONSIBLE FOR REPORT:

---

Kevin L. King, General Manager

Date: 02/10/2020



**TASK ORDER No. 1.02**  
**DISTRICT GENERAL ENGINEERING SERVICES**

Contract amendment is pursuant to the Professional Services Agreement (AGREEMENT) dated March 31, 2017, between Reclamation District No. 1000 (RD1000), and Mead & Hunt, Inc. (MEAD & HUNT).

Renewal of on call general engineering services for 2020.

**Scope of Services:**

MEAD & HUNT agrees to furnish RD1000 the following specific services:

Provide professional services as directed by the RD1000 General Manager to support facility maintenance, inspection, funding, upgrades, improvement, modeling, utility coordination, standards development, and mapping activities, as well as assisting with reporting and responding to inquiries from third parties. Services may include design reviews, engineering analysis, technical advice, design plans, cost estimation, inspection, construction supervision, reporting, grant administration, and other activities as requested by RD1000. The scope includes meetings, field visits, production, and other activities directly related to providing the said services.

**Deliverables:**

Deliverables will vary by services requested by RD1000. The nature of deliverables will be as agreed upon by RD1000 and MEAD & HUNT verbally, or in writing, at the time that the service is requested.

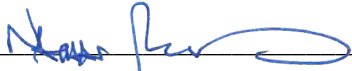
**Schedule:**

Services are budgeted through the end of 2020.

**Compensation:**

The amount of this amendment is \$50,000. The work described under the Scope of Services will be performed on a time and expenses not to exceed basis in accordance with the AGREEMENT.

MEAD & HUNT, INC.

By:  \_\_\_\_\_

Nathan Rockwood, P.E.

Vice President

RECLAMATION DISTRICT NO. 1000

By: \_\_\_\_\_

Kevin King

General Manager

DATE: 01-07-2020

DATE: \_\_\_\_\_

**TASK ORDER No. 2.02**  
**DEVELOPMENT IMPACT REVIEWS**

Contract amendment is pursuant to the Professional Services Agreement (AGREEMENT) dated March 28, 2017, between Reclamation District No. 1000 (RD1000), and Mead & Hunt, Inc. (MEAD & HUNT).

**Scope of Services:**

MEAD & HUNT agrees to furnish RD1000 the following specific services:

Provide engineering and design services as directed by the RD1000 General Manager to support review of proposed developments and utility system upgrades to evaluate potential impacts upon District facilities. Engineering support may include review of plans, design criteria, reports and supporting analysis provided by project proponents and planning authorities. The scope includes meetings, field visits, production, inspections, and other activities directly related to providing the said services. Work does not include any surveying and testing, with inspections limited to visual observations.

Development plan reviews that are anticipated to require significant support will be covered by separate individual task orders.

**Deliverables:**

Deliverables will vary by services requested by RD1000. Deliverables may include design review comments, technical memorandums, meeting notes and monthly invoice summaries. The nature of deliverables will be as agreed upon by RD1000 and MEAD & HUNT verbally, or in writing at the time that the service is requested.

**Schedule:**

Services are budgeted through the end of 2020.

**Compensation:**

The amount of this amendment is \$30,000. The work described under the Scope of Services will be performed on a time and expenses not to exceed basis in accordance with the AGREEMENT. Invoices will include summary of charges assigned to each project proponent for support of reimbursement.

MEAD & HUNT, INC.

By:  \_\_\_\_\_

Nathan Rockwood, P.E.  
Vice President

RECLAMATION DISTRICT NO. 1000

By: \_\_\_\_\_

Kevin King  
General Manager

DATE: 01-07-2020

DATE: \_\_\_\_\_



## RECLAMATION DISTRICT 1000

DATE: FEBRUARY 14, 2020

AGENDA ITEM NO. 7.1.1

---

TITLE: Committee Meeting Minutes

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

---

### EXECUTIVE SUMMARY:

#### **Personnel Committee Meeting – January 16, 2020**

A meeting of the Reclamation District No. 1000 Personnel Committee was held on Thursday, January 16, 2020 at 8:00 a.m. at the District office. In attendance were Trustees Christophel, Avdis and Burns. Staff in attendance was General Manager King. No members of the public were present and therefore no public comments were made.

General Manager King and the Personnel Committee discussed the process for the General Manager's Annual Performance Evaluation. The Committee recommended GM King develop a self-evaluation form inclusive of a self analysis, a proposed 2020 work plan, and a section for each Trustee to provide individual evaluations. The Committee asked that the form be distributed to each Trustee prior to the February Board meeting in order to have a closed session discussion at the February meeting.

GM King also discussed with the Personnel Committee in regard to a position analysis and salary survey for the Administrative Assistant position. GM King estimated this work to cost less than \$2,000 and the committee agreed to moving forward with the analysis and salary survey. Once complete GM King stated that he would return to the Personnel Committee to discuss the results. presented the proposed agenda for the January 10, 2020 Board of Trustees meeting. The committee reviewed the agenda and items of particular discussion are provided below:

With no further business on the Personnel Committee Agenda, the meeting adjourned at 9:05 a.m.

#### **Executive Committee Meeting – February 7, 2020**

A meeting of the Reclamation District No. 1000 Executive Committee was held on Friday, February 7, 2020 at 8:00 a.m. at the District office. In attendance were Trustees Smith, Burns and Gilbert. 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 February 14, 2020 Board of Trustees meeting. The committee reviewed the agenda and items of particular discussion are provided below:

**TITLE: Committee Meeting Minutes**

- Agenda Item 5.5 – AUTHORIZATION TO ACQUIRE PROPERTY: Review and Consider Authorizing the General Manager to Acquire Property (APN: 274-0190-001).
  - GM King discussed the need acquire property (APN: 274-0190-001).
- Agenda Item 5.6 – AUTHORIZATION TO ACCEPT EASEMENT: Review and Consider Adoption of Resolution No. 2020-02-01 Authorizing General Manager to Accept Grant of Easement Deed from City of Sacramento.
  - GM King discussed acceptance of an easement once provided by the City of Sacramento as a result of the Parkbridge Development Project.
- Agenda Item 5.7 – DECLARATION OF SURPLUS ASSETS AND DISPOSAL AUTHORIZATION: Review and Consider Declaration of Surplus Assets and Authorizing the General Manager to Dispose of Assets in 2020.
  - GM King discussed the need to take formally Board action when disposing of capital assets. This is a new process for the District and as such some discussion occurred revolving around establishing a threshold value of assets that need to be formally surplused. The Committee recommended development of a future Board Policy to establish the threshold.
- Agenda Item 6.3 - ENGINEERING SERVICES AGREEMENT: Review and Consider Authorizing the General Manager to Execute Task Order with Mead & Hunt for Engineering Services in 2020.
  - On an annual basis Mead and Hunt submits a Task Order proposal for the District to consider. At the time of the Executive Committee it was unknown whether or not there was an overall Professional Services Agreement with Mead & Hunt. The Committee asked for GM King to locate the existing agreement if available. If the agreement could not be located GM King was to modify the Agenda Item to include authorization to execute a Professional Services Agreement with Mead & Hunt and approve the 2020 Task Order.

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

**STAFF RESPONSIBLE FOR REPORT:**



Kevin L. King, General Manager

Date: 02/12/2020