

**RECLAMATION DISTRICT NO. 828
AGENDA FOR SPECIAL MEETING OF
BOARD OF TRUSTEES
8:00 A.M. JANUARY 31, 2025**

**3121 WEST MARCH LANE, SUITE 100
STOCKTON, CA 95219**

AGENDA

1. Call to Order/Roll Call.
2. Public comment: Under Government Code section 54954.3, members of the public may address the Board on any issue in the District's jurisdiction. The public may address any item on the agenda at the time it is taken up.
3. Minutes. Consider for approval minutes of the District's Special Meeting of June 28, 2024 and Regular meeting of October 14, 2024.
4. Financial Report. Accept and approve District Financial Report.
5. Trustee Vacancy. Discussion and possible action regarding procedure to fill Trustee vacancy.
6. Insurance. Delegate Authority to Approve Insurance Policy for 2025/2026 Insurance Year.
7. Audit. Ratify acceptance of Draft Auditor's Financial Report for Fiscal Year ending June 30, 2024.
8. Engineers' Report. Discussion and Possible Action.

I. OIL SPILL ALONG LEVEE @ LEVEE STATION 22+50

- A. Review cost claim for reimbursement for oil spill that occurred Friday September 27, 2024. Claim was initially rejected requesting further information. Identify resubmittal date by District.

II. AB 360 DELTA LEVEE SUBVENTIONS PROGRAM

- A. Review the District's Final Claim for Fiscal Year 2023/24

TOTAL FINAL CLAIM	\$ 31,199.29
LESS DISTRICT SHARE (2,500/MILE @ 1.7 miles)	\$ 4,250.00
TOTAL ELIGIBLE	\$ 26,949.29
MAX REIMBURSEMENT = 75% OF ELIGIBLE	\$ 20,211.97

- B. Inspection with DWR / CDFW January 13, 2025 Status Update.

This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the Americans with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code §54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact Andy Pinasco at 209/948-8200 during regular business hours, at least twenty-four hours prior to the time of the meeting.

Materials related to an item on this Agenda submitted to the Trustees after distribution of the agenda packet are available for public inspection in the office of the District Secretary at Neumiller & Beardslee, 3121 West March Lane, Suite 100, Stockton, California during normal business hours.

C. Review any levee related matters with the Board of Trustees.

**III. SAN JOAQUIN COUNTY OFFICE OF EMERGENCY SERVICES (OES)
DELTA R3 UPDATE FLOOD SAFETY PLANS**

A. KSN Inc. is in the process of updating the District's Emergency Operations plan. Developers meeting with Chris Neudeck Friday 01/10/25 for updates. Will unveil upon its completion in February 2025.

IV. FOLLOW UP FROM PREVIOUS MEETING ACTION ITEMS:

A. Setting of date for Trustee boat tour with KSN staff.

B. <\$25K vegetation control project. Will develop following trustee boat tour.

1. Board action to allow President signature on contract.

C. <\$25K erosion control project. Will develop following trustee boat tour.

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D. Annual Weed Control 2025 Season – Status Update – 2025 County Spray Permits needed. KSN will be in contact with Board President to provide application and sign permit at SJC Ag Commissioner.

1. Winter weed application, post and pre-emergent November/December 2024 to control 2025 weeds.

2. Summer weed application spot treat weeds on site and needed until October 2025.

3. Aurndo (Bamboo) Treatment multiple applications during summer 2025 to control growing on levee water side slope.

9. Correspondence. Review and discuss correspondence received.

10. Meetings Attended. Report on meetings attended.

11. Trustee Reports. Discussion and direction regarding Trustee reports.

12. Future Agenda Items. Discussion and possible action to add items to future agendas.

13. District Calendar.

a. Next Meeting is April 14, 2025 at 10:30 a.m.

14. Bills. Approval of bills to be paid.

15. Adjournment.

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**AGENDA PACKET
RECLAMATION DISTRICT 828
JANUARY 31, 2025**

<u>ITEM</u>	<u>COMMENTARY</u>
1.	Self-explanatory.
2.	Self-explanatory.
3.	Please see attached.
4.	Please see attached.
5.	Self-explanatory.
6.	Self-explanatory.
7.	Please see attached.
8.	Please see attached.
9.	Please see attached.
10.	Self-explanatory.
11.	Self-explanatory.
12.	Self-explanatory.
13.	Please see attached.
14.	Please see attached.
15.	Self-explanatory.

ITEM 3

**Minutes of Meeting of
Reclamation District 828
Held on June 28, 2024**

The meeting of the Board of Trustees of Reclamation District 828 was held at 3121 West March Lane, Suite 100, and called to order at 11:00 a.m. on April 30, 2024.

Item No. 1: Call to Order. The meeting was called to order at 11:04 a.m. Present were Trustee Deby Provost, and Trustee Paul Marsh. Also present was Andy Pinasco, District Secretary.

Item No. 2: Public Comment. None.

Item No. 3: Vacancy Appointment. Mr. Pinasco explained the process to fill a vacancy in accordance with Government Code section 1780. Mr. Pinasco also reported that all noticing and correspondence with County had been completed. The Trustees present unanimously agreed to appoint Mr. Roger Navarro on a motion by Trustee Marsh, seconded by President Provost.

Item No. 4: Oath of Office. Ms. Olmo administered the Oath of Office to Mr. Navarro.

Item No. 5: Accounting Software. Mr. Pinasco reported that the version of Quickbooks that was initially recommended is not going to suit the District's accounting needs. Mr. Pinasco informed the Board that the financial reporting would revert to the existing process consisting of keeping track of expenses using custom Excel spreadsheets which are reconciled on a monthly basis.

Item No. 6: Audit. Mr. Pinasco provided a written and oral report regarding the District's representation letter received from Schwartz, Giannini, Lantsberger & Adamson to perform the District's Audit for the year ended June 30, 2024 and submit the Special District Financial Transactions Report.. After review and discussion from the Trustees the representation from Schwartz, Giannini, Lantsberger & Adamson was unanimously approved by the Trustees present on a motion by Trustee Marsh, seconded by President Provost.

Item No. 7: Adjournment. The meeting was unanimously adjourned at 11:55 a.m.

Respectfully submitted,

Andy Pinasco, District Secretary

Minutes of Meeting of Reclamation District 828 Held on October 14, 2024

The meeting of the Board of Trustees of Reclamation District 828 was held at 3121 West March Lane, Suite 100, scheduled to start at 10:30 a.m. on October 14, 2024.

Item No. 1: Call to Order. The meeting was called to order at 10:35 a.m. Present were Trustee Provost, Trustee Navarro, and Trustee Marsh. Also present was, Dave Carr, KSN, and Andy Pinasco, District Secretary.

Item No. 2: Public Comment. None.

Item No. 3: Approval of Minutes. Mr. Pinasco reviewed the draft minutes of the July 10, 2023, meeting with the Trustees. The minutes of the July 8, 2024, meeting were unanimously approved by the Trustees present on a motion by Trustee Marsh, seconded by President Provost.

Item No. 4: Financial Report. Mr. Pinasco reviewed the written financial report provided to the Trustees at the meeting. The financial report was accepted unanimously by the Trustees present on a motion by Trustee Navarro, seconded by President Marsh.

Item No. 5: Conflict of Interest Code. Mr. Pinasco provided a written and oral report regarding review of the District's Conflict of Interest Code, recommending no changes to the existing Code as it is in compliance with the current law. The District's Conflict of Interest Code was reviewed and accepted in its current form unanimously by the Trustees present on a motion by Trustee Marsh, seconded by President Provost.

Item No. 6: Attorney-Client Representation Agreement. Mr. Pinasco Reported provided a written and oral report regarding the Attorney-Client Representation Agreement between the District and Neumiller & Beardslee. The Attorney-Client Representation Agreement was unanimously approved and Trustee President was authorized to execute the Agreement by the Trustees present on a motion by Trustee Marsh, seconded by President Provost.

Item No. 7: : Engineers' Report; request for direction. Mr. Carr provided a written and oral report to the Trustees on the following items:

- I. OIL SPILL ALONG LEVEE @ LEVEE STATION 22+50
 - A. Review oil spill conditions that occurred Friday, September 27, 2024.
- II. AB 360 DELTA LEVEE SUBVENTIONS PROGRAM
 - A. Review the District's Final Claim for Fiscal Year 2023/24.

TOTAL FINAL CLAIM	\$ 31,199.29
LESS DISTRICT SHARE (2,500/MILE @ 1.7 miles)	\$ 4,250.00
TOTAL ELIGIBLE	\$ 26,949.29
MAX REIMBURSEMENT = 75% OF ELIGIBLE	\$ 20,211.97

B. Review any levee related matters with the Board of Trustees.

III. SAN JOAQUIN COUNTY OFFICE OF EMERGENCY SERVICES (OES)
DELTA R3 UPDATE FLOOD SAFETY PLANS

A. KSN Inc. is in the process of updating the District's Emergency Operations plan and will unveil upon its completion in January.

Item No. 8: Correspondence and meeting attendance reports. Staff provided no report on any correspondence.

Item No. 9: Meetings Attended. It was reported that President Provost attended a meeting with the District's Engineer to execute authorized contracts.

Item No. 10: Trustee Reports. The following reports were provided by the Trustees present:

1. Mr. Pinasco provided a brief summary of the process required for the District to increase its current assessment. Trustees generally discussed possible capital improvement projects and maintenance programs that would be desired. District Engineer provided input on feasibility. No action taken.
2. President Provost provided an oral report regarding bamboo on the levee. The District Engineer indicated that they would inform the District's inspectors and incorporate such into the District's vegetation management plan.
3. President Provost provided an oral report regarding trees in the Smith Canal waterway. The District Engineer indicated that they would incorporate this element into its inspections, but the District's jurisdiction does not necessarily extend into the waterway except for providing waterside access to the District's levee.
4. Trustee Provost provided an oral report regarding a boat moored against the District's levee that is discharging sewage into the Smith Canal waterway. Trustee Provost indicated that she will work with County officials to resolve the issue.

Item No. 11: Future Agenda Items. No future agenda items.

Item No. 15: Calendar. Mr. Pinasco reviewed the Calendar events for the upcoming months, and indicated that due to the Bylaw revision that the next regular meeting would occur on January 13, 2025.

Item No. 16: Approval of Bills. Mr. Pinasco reported on the outstanding bills that had been received and the status of the District's accounts. The Trustees approved payment of the attached bills on a motion by Trustee Navarro, seconded by President Provost. Trustee Marsh abstained from voting on the matter.

Item No. 18: Adjournment. The meeting was unanimously adjourned at 12:31 p.m.

Respectfully submitted,

Andy Pinasco, District Secretary

ITEM 4

RECLAMATION DISTRICT NO. 828

JANUARY 2025

FINANCIAL REPORT

59% FISCAL YEAR 2024-2025

		BUDGET FY 2024-2025	Expended PTD	Expended YTD	YTD %
EXPENSES					
GENERAL FUND					
	Administrative				
G1	Annual Audit	\$5,300.00	\$5,300.00	\$5,300.00	100%
	Public Communication				
G2	and Noticing	1,500.00	\$250.00	\$250.00	17%
G3	Election Expense	0.00	\$0.00	\$0.00	0%
G4	Trustee Fees	1,200.00	\$2,388.07	\$2,388.07	199%
	County Assessment				
G5	Administration	1,000.00	\$502.28	\$502.28	50%
	SUBTOTAL	\$9,000.00	\$8,440.35	\$8,440.35	94%
	Consultants				
G14	Engineering				
G14A	General Engineering	\$8,500.00	\$8,775.98	\$8,775.98	103%
G14C	Levee Subventions	\$11,000.00	\$7,826.08	\$7,826.08	0%
	Levee Maintenance				
G14D	(Engineering)	\$7,500.00	\$0.00	\$0.00	0.0%
G14E	Five Year Plan		\$0.00	\$0.00	
G15	General Legal	16,000.00	\$7,520.71	\$7,520.71	47%
	Oil Spill Costs (Reimb)		\$12,083.35	\$12,083.35	
	SUBTOTAL	\$43,000.00	\$36,206.12	\$36,206.12	84%
	Other				
G18	Insurance	\$14,000.00	\$100.00	\$100.00	1%
	SUBTOTAL	\$14,000.00	\$100.00	\$100.00	1%
	TOTAL GENERAL FUND	\$66,000.00	\$44,746.47	\$44,746.47	68%
RECURRING EXPENSES					
R1	Levee				
R1A	General Maintenance	\$10,000.00	\$6,386.28	\$6,386.28	64%
R1B	Riprap and Levee Repair	35,000.00	\$0.00	\$0.00	0%
R1C	Weed Control	25,000.00	\$4,440.00	\$4,440.00	18%
R1D	Animal Damage Control	0.00	\$0.00	\$0.00	0%
	SUBTOTAL	\$70,000.00	\$10,826.28	\$10,826.28	15%
	TOTAL RECURRING EXPENSES	\$70,000.00	\$10,826.28	\$10,826.28	15%
	TOTAL EXPENSES	\$136,000.00	\$55,572.75	\$55,572.75	41%

RECLAMATION DISTRICT NO. 828
JANUARY 2025
FINANCIAL REPORT
59% FISCAL YEAR 2024-2025

INCOME

	BUDGET FY			%
	2023-2024	Income PTD	Income YTD	YTD
Assessment - Existing	\$48,641.60	\$26,616.07	\$26,616.07	55%
Interest	1,500.00	\$12,615.60	\$12,615.60	841%
Five Year Plan		\$0.00	\$0.00	
Subvention				
Reimbursement	\$55,000.00	\$0.00	\$0.00	0%
TOTAL, GROSS				
INCOME	\$105,141.60	\$39,231.67	\$39,231.67	37%
NET INCOME (LOSS)	(\$30,858.40)	(\$16,341.08)	(\$16,341.08)	

Fund Balance

Fund Balance as of July 1, 2024	\$ 544,791.52
Temporary Employee Fund	\$ 15,684.21
Revenues (YTD)	\$ 39,231.67
Expenses (YTD)	\$ 55,572.75
Total Cash June 2024	\$ 539,972.65

ITEM 7

RECLAMATION DISTRICT NO. 828

Schwartz, Giannini, Lantsberger & Adamson
3461 Brookside Road Suite E
Stockton, California 95219

This representation letter is provided in connection with your audit of the financial statements of Reclamation District No. 828, which comprise the financial position of the governmental activities, and each major fund as of June 30, 2024, and the respective changes in financial position for the year then ended, and the related notes to the financial statements, for the purpose of expressing opinions as to whether the financial statements are presented fairly, in all material respects, in conformity with the cash basis of accounting which is a Special Purpose Framework (SPF).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, as of the date of signing this letter, the following representations made to you during your audit.

Financial Statements

- 1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated May 23, 2024, including our responsibility for the preparation and fair presentation of the financial statements in accordance with the cash basis of accounting.
- 2) The financial statements referred to above are fairly presented in conformity with the cash basis of accounting and include all properly classified funds and other financial information of the primary government required by the cash basis of accounting to be included in the financial reporting entity.
- 3) We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- 4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- 5) Significant assumptions we used in making accounting estimates are reasonable.
- 6) Related party relationships and transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties have been appropriately accounted for and disclosed.

Reclamation District No. 828
Management Representation Letter

- 7) All events subsequent to the date of the financial statements and for which cash basis financial statements requires adjustment or disclosure have been adjusted or disclosed. No events, including instances of noncompliance, have occurred subsequent to the balance sheet date and through the date of this letter that would require adjustment to or disclosure in the aforementioned financials.
- 8) We are in agreement with the adjusting journal entries you have proposed, and they have been posted to the District's accounts.
- 9) The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with the cash basis of accounting.
- 10) Guarantees, whether written or oral, under which the District is contingently liable, if any, have been properly recorded or disclosed.

Information Provided

- 11) We have provided you with:
 - a) Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters.
 - b) Additional information that you have requested from us for the purpose of the audit.
 - c) Unrestricted access to persons within the District from whom you determined it necessary to obtain audit evidence.
 - d) Minutes of the meetings of the District or summaries of actions of recent meetings for which minutes have not yet been prepared.
- 12) All material transactions have been recorded in the accounting records and are reflected in the financial statements.
- 13) We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- 14) We have no knowledge of any fraud or suspected fraud that affects the District and involves:
 - a) Management,
 - b) Employees who have significant roles in internal control, or
 - c) Others where the fraud could have a material effect on the financial statements.
- 15) We have no knowledge of any allegations of fraud or suspected fraud affecting the District's financial statements communicated by employees, former employees, regulators, or others.
- 16) We have no knowledge of instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or abuse, whose effects should be considered when preparing financial statements.
- 17) We are not aware of any pending or threatened litigation, claims, or assessments and unasserted claims or assessments that are required to be accrued or disclosed in the financial statements, and we have not consulted a lawyer concerning litigation, claims, or assessments.

Reclamation District No. 828
Management Representation Letter

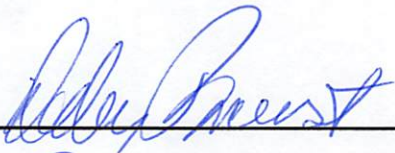
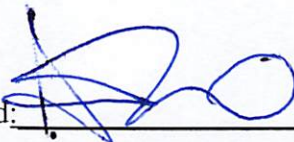
- 18) We have disclosed to you the identity of the District's related parties and all the related party relationships and transactions of which we are aware.

Government—specific

- 19) There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
- 20) We have identified to you any previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- 21) The District has no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or equity.
- 22) We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts; and we have identified and disclosed to you all laws, regulations and provisions of contracts and grant agreements that we believe have a direct and material effect on the determination of financial statement amounts or other financial data significant to the audit objectives, including legal and contractual provisions for reporting specific activities in separate funds.
- 23) There are no instances that have occurred or are likely to have occurred, of fraud and noncompliance with provisions of laws and regulations that we believe have a material effect on the financial statements or other financial data significant to the audit objectives, and any other instances that warrant the attention of those charged with governance
- 24) There are no instances which have occurred or are likely to have occurred of noncompliance with provisions of contracts or grant agreements that we believe have a material effect on the determination of financial statement amounts or other financial data significant to the audit objectives.
- 25) There are no instances of abuse that have occurred or are likely to have occurred that could be quantitatively or qualitatively material to the financial statements or other financial data significant to the audit objectives.
- 26) There are no violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting on noncompliance.
- 27) As part of your audit, you assisted with preparation of the financial statements and related notes. We have designated an individual with suitable skill, knowledge, or experience to oversee your services and have assumed all management responsibilities. We have reviewed, approved, and accepted responsibility for those financial statements and related notes.
- 28) The District has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
- 29) The District has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.

Reclamation District No. 828
Management Representation Letter

- 30) We have followed all applicable laws and regulations in adopting, approving, and amending budgets.
- 31) The financial statements properly classify all funds and activities in accordance with GASB Statement No. 34.
- 32) All funds that meet the quantitative criteria in GASBS Nos. 34 and 37 for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.
- 33) Components of net position and components of fund balance are properly classified and, if applicable, approved.
- 34) Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.
- 35) Revenues are appropriately classified in the statement of activities within program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
- 36) Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.
- 37) Deposits and investment securities and derivative instruments are properly classified as to risk and are properly disclosed.
- 38) We have appropriately disclosed the District's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available and have determined that net position is properly recognized under the policy.
- 39) We are following our established accounting policy regarding which resources (that is, restricted, committed, assigned, or unassigned) are considered to be spent first for expenditures for which more than one resource classification is available. That policy determines the fund balance classifications for financial reporting purposes.

Signed: <u></u>	Signed: <u></u>
Title: <u>President</u>	Title: <u>Secretary</u>
Date: <u>11/7/24</u>	Date: <u>11/9/24</u>

ITEM 8

**RECLAMATION DISTRICT NO. 828
WEBER TRACT
BOARD OF TRUSTEES MEETING
FRIDAY, JANUARY 31, 2025
8:00 AM
ENGINEER'S REPORT**

I. OIL SPIL ALONG LEVEE @ LEVEE STATION 22+50

- A. Review cost claim for reimbursement for oil spill that occurred Friday September 27, 2024. Claim was initially rejected requesting further information. Identify resubmittal date by District.

II. AB 360 DELTA LEVEE SUBVENTIONS PROGRAM

- A. Review the District's Final Claim for Fiscal Year 2023/24

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- B. Inspection with DWR / CDFW January 13, 2025 Status Update.
C. Review any levee related matters with the Board of Trustees.

**III. SAN JOAQUIN COUTY OFFICE OF EMERGENCY SERVICES (OES)
DELTA R3 UPDATE FLOOD SAFETY PLANS**

- A. KSN Inc. is in the process of updating the District's Emergency Operations plan. Developers meeting with Chris Neudeck Friday 01/10/25 for updates. Will unveil upon its completion in February 2025.

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- A. Setting of date for Trustee boat tour with KSN staff.
B. <\$25K vegetation control project. Will develop following trustee boat tour.
1. Board action to allow President signature on contract.
C. <\$25K erosion control project. Will develop following trustee boat tour.
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- D. Annual Weed Control 2025 Season – Status Update – 2025 County Spray Permits Needed. KSN will be in contact with Board President to provide application and sign permit at SJC Ag Commissioner.

EXHIBIT A: 2024 District Pesticide Permit – For Reference

1. Winter weed application, post and pre-emergent November / December 2024 to control 2025 weeds.
2. Summer weed application spot treat weeds on site and needed until October 2025.
3. Aurndo (Bamboo) Treatment multiple applications during summer 2025 to control growing on levee water side slope.

ITEM 9



Office of Emergency Services

Mary Jo Flynn-Nevins
Chief

Disaster Preparedness
Emergency Operations
Disaster Recovery

County of Sacramento

December 4, 2024

Dear Trustees/Representative:

In 2019, the California Department of Water Resources (CA DWR) and the Sacramento County Office of Emergency Services (SacOES) formalized an Agreement (Delta Grant Round 2) aimed at improving local and regional flood emergency response capacity in the Sacramento-San Joaquin Delta region. A key project of the Agreement is the Delta Response & Recovery Project. This project comprises the development of Delta-region response and recovery frameworks / plans, the design and execution of a Delta-region training and an exercise series, and the development of a Delta region community flood protection measures assessment. Collectively, these tasks will coalesce all the essential elements in the building of a comprehensive and coordinated response and recovery operations architecture supporting the Delta region.

On behalf of SacOES, I would like to formally invite your partnership on this project. It is our intent to enlist the broadest possible participation of local jurisdictions, subject matter experts and voices that comprise the Delta Region. I would like to introduce Chris Ferrari and his team (of GEI Consultants) who will be spearheading this project. As we initiate the start of the project, we are requesting that you share a copy of your agency's Emergency Action Plan and any other documents pertaining to emergency operations response and recovery – as they will assist us in familiarizing ourselves with the scope of your agency's current planning. The following is a list of tasks that GEI will lead as a part of this project:

- Work with the six Delta counties, their local jurisdictions and Districts, Local Maintaining Agencies (LMAs) and other stakeholders to collect and review available existing emergency operations response and recovery plans to prepare an overall framework / plan to improve operational communication within the legal Delta region. The intent of the framework / plan is to capture common and existing protocols amongst the various jurisdictions and to build atop that recommended procedures for Delta-side operations during an emergency.
- Plan and conduct a workshop for the Delta stakeholders to test the proposed operations and recovery framework / plan. The tentative date is May 2025.
- Plan and conduct training and an exercise to discuss the plans. The tentative date is Fall 2025.
- Provide a flood hazard assessment for the Delta and main flow boundaries (Sacramento River, San Joaquin River, Cosumnes/Mokelumne Rivers and tidal conditions) that impact the Delta to develop pre-disaster and recovery efforts to improve emergency response.
- Add the operations and recovery framework / plan information to the existing Flood Operations Decision Support System web service Tool (FODSS) that is available for free through SacOES. FODSS

Attached is a survey to assist us to better understand your agency's current operations and recovery plans / platforms / needs. We plan to organize a stakeholder meeting to discuss this project in greater

3720 Dudley Boulevard, Suite 122, McClellan, CA 95652
Office (916) 874-4671 | sacoes.saccounty.gov

detail in February/March 2025. It is very important to us to include your input in this Delta project. Please take the time to review and return your completed questionnaire by November 15th, if possible. Finally, if you believe any additional plans or documents from your organization would be helpful or assist in this effort, please feel free to share them with us. Please feel free to email electronic copies of the documents to:

Chris Ferrari at cferrari@geiconsultants.com

Or

Matthew Hawkins at hawkinsm@saccounty.gov

Hard copies can be mailed to Chris Ferrari at the following address.

Chris Ferrari PE CFM
GEI Consultants, Inc.
11010 White Rock Road, Suite 200
Rancho Cordova, CA 95670
(916) 200-5119

We look forward to partnering with you on this project and are available if you have any questions or would like to meet and discuss.

Sincerely,



Matthew Hawkins
Sacramento County OES

Attachment

QUESTIONNAIRE/Survey

Sacramento County Office of Emergency Services Emergency Response and Recovery Planning

Entity Name: -----

Contact: Name-----

Telephone-----

Email-----

1. Your Agency currently has _____ staff employed.
 - a. Permanent -----
 - b. Volunteers-----
 - c. Trustees-----
 - d. Emergency Responders (yes/No), Who -----
2. Number of staff that would be involved during a flood emergency event. -----
3. Please provide us with the names and titles of all contacts that your agency utilizes during a flood emergency.

4. Does your agency have an emergency plan, response plan and/or recovery plan? If so, may we obtain copies of your plans?
5. Has the agency established a SEMS organization for activation during an emergency? (Yes/No)
6. Have you prepared a call tree and a list of emergency staff to be called in (during a flood activation? Can you supply us with that list? (Yes/No) If yes, please attach the list.
7. Number of staff who currently need ICS 100 and ICS 200 training _____? ICS 100 and ICS 200 are the minimum requirements for emergency responders.
8. Is there specific emergency training required or planned for your staff; if yes, may we obtain a copy of the training list?
9. What instrumentation or information has the agency used and relied on in previous flood events?

10. Has the agency established any protocols for patrolling during an emergency; if so, please supply a copy? (Yes/No)
11. Is there a current evacuation plan for use during emergencies, if "yes" please supply a copy of it? (Yes/No)

12. Does your agency have specific evacuation centers, or rally points, designated for use during emergencies? (Yes/No) If yes, please provide locations in the table below or a map?

Location(s)	Address	Contact
1.		
2.		
3.		
4.		

13. Does the agency maintain stockpiles of flood fight equipment and supplies? (Yes/No) If yes provide the following information.

- a. Name of Responsible Staff _____, Telephone _____
b. Material Type: _____
c. Date of Last Inventory: _____

14. Please provide in the table below the locations of the flood fight equipment and supplies your agency primarily use in an emergency.

Location(s)	Access Contact	Access Route During Emergencies
1.		
2.		
3.		
4.		

15. Identify the sites for use as Staging Areas for incoming resources, if any.

Location(s) Name	Address	Contacts
1.		
2.		
3.		
4.		

16. Does your agency have any Public Alerting Systems, please refer to the table below?

Check all that apply	Public Alerting Systems	Protocols
	Emergency Alert System (EAS)	
	Emergency Digital Information Services (EDIS)	
	Fire and Police Vehicle Loudspeakers	
	Radios	
	Cellular phones	
	Internet/Television Broadcast	
	Other:	
	Other:	

17. How does the agency currently communicate with emergency responders, both internally and externally, during an emergency? Please describe any current procedures or check the services below that applies,

- a. ☐ Telephone
- b. ☐ Fax
- c. ☐ Cell phones, Any Smart phones?
- d. ☐ Satellite phones
- e. ☐ Mobile radios
- f. ☐ HAM radio

Contact Information:

- 1) Matt Hawkins
Sacramento County OES
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- 2) Chris Ferrari
GEI Consultants, Inc.
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Email: cferrari@geiconsultants.com

ITEM 13

RD 828: MASTER CALENDAR

JANUARY

- Board Meeting – 2nd Monday at 10:30 a.m.
- Election of Officers (After an election)
- Obtain Insurance to be Approved. Insurance year is April to March

FEBRUARY

- Send out Form 700s, remind Trustees of April 1 filing date
- Update Document Retention Policy

MARCH

APRIL

- April 1: Form 700s due
- Board Meeting – 2nd Monday at 10:30 a.m.

MAY

JUNE

JULY

- Board Meeting – 2nd Monday at 10:30 a.m.
- Approve Audit Contract for expiring fiscal year
- Adopted Annual Budget
- Adopt Resolution for setting Assessments and submit to County Assessor's Office
- Adopt Notice of Exemptions Resolution
- Adopt Subventions Resolution

AUGUST

- August 1: Deadline to certify assessments for tax-roll and deliver to County (duration of current assessment: Indefinite).
- Send handbills for collection of assessments for public entity-owned properties
- In election years, opening of period for secretary to receive petitions for nomination of Trustees (75 days from date of election.) (*Cal. Wat. Code §50731.5*)

SEPTEMBER

- In election years, last legal deadline to post notice that petitions for nomination of Trustees may be received (7 days prior to close of closure.) (*Cal. Wat. Code §50731.5*).
- In election years, closing of acceptance of petitions for nomination of Trustees (54 days from date of election.) (*Cal. Wat. Code §50731.5*).

OCTOBER

- Publish Notice of Election, odd numbered years (once per week, 4 times, commencing at least 1 month prior to election).
- Board Meeting – 2nd Monday at 10:30 a.m.

NOVEMBER

- Election.

DECEMBER

- New Trustee(s) take office, outgoing Trustee(s) term(s) end on first Friday of each odd-numbered year.

Term of Current Board Members:

Name	Term Commenced	Term Ends
Roger Navarro	June 28, 2024	First Friday of 12/2025
Deby Provost	First Friday 12/2023	First Friday of 12/2027
Paul Marsh	First Friday 12/2023	First Friday of 12/2027

No Expiration on Assessment

Refund of Smith Canal Closure Election Contribution – when there is adequate surplus funding available, the disbursement of which will not generate Project delays.

Trustee Roger Navarro appointed June 28, 2024 to fill vacancy until next general election to occur in November 2025.

ITEM 14

RECLAMATION DISTRICT 828						
Bills for Approval - December 2024						
NAME	INVOICE DATE	INVOICE #	AMOUNT	TOTAL \$	RATIFY	WARRANT #
Kjeldsen, Sinnock & Neudeck, Inc.	10/11/2024	38751	\$67.50		x	1515
	10/11/2024	38752	\$374.25			
	10/11/2024	38753	\$272.50			
	10/11/2024	38754	\$4,407.75			
	10/11/2024	38755	\$86.25			
	11/12/2024	38992	\$1,330.60			
	11/12/2024	38993	\$443.00			
	11/12/2024	38994	\$163.50			
	11/12/2024	38995	\$3,180.50			
	11/12/2024	38996	\$115.00			
	11/30/2024	39178	\$300.00			
	11/30/2024	39179	\$1,109.25			
	11/30/2024	39180	\$152.50			
				\$12,002.60		
Neumiller & Beardslee	10/24/2024	350914	\$1,323.88		x	1516
	12/11/2024	351293	\$3,171.22			
				\$4,495.10		
Schwartz, Giannini, Lantsberger & Adamson	10/31/2024	102056	\$5,300.00		x	1517
				\$5,300.00		
Deby Provost - 11/7/24 - Sign Papers at N&B	Trustee Stipend		\$100.00		x	1518
Deby Provost - 11/7/24 - Sign Papers at KSN	Trustee Stipend		\$100.00			
				\$200.00		
WARRANT TOTAL				\$21,997.70		
Fund Balance as of 12/11/24		\$536,387.23				
Less Submitted Bills for Payment:		\$21,997.70				
Total:		\$514,389.53				
Bank of Stockton Balance as of 11/30/24		\$15,684.21				

RECLAMATION DISTRICT 828						
Bills for Approval - January 2025						
NAME	INVOICE DATE	INVOICE #	AMOUNT	TOTAL \$	RATIFY	WARRANT #
Neumiller & Beardslee	1/6/2025	351701	\$895.31			1519
				\$895.31		
Custom Spraying, Inc.	12/18/2024	11-2642	\$2,500.00			1520
				\$2,500.00		
Deby Provost - 12/18/24 - Sign warrants at N&B	Trustee Stipend		\$100.00			1521
Deby Provost - 1/31/25 Board Meeting	Trustee Stipend		\$100.00			
				\$200.00		
Paul Marsh - 1/31/25 Board Meeting	Trustee Stipend		\$100.00			1522
				\$100.00		
Kjeldsen, Sinnock & Neudeck	1/17/2025	39450	\$490.75			1524
	1/17/2025	39451	\$174.75			
	1/17/2025	39452	\$3,740.75			
	1/17/2025	39453	\$349.50			
	1/17/2025	39454	\$2,313.75			
				\$7,069.50		
California Association of Mutual Water Companies	1/15/2025	3475	\$100.00			1525
				\$100.00		
WARRANT TOTAL				\$10,864.81		
Fund Balance as of 1/27/25		\$541,197.19				
Less Submitted Bills for Payment:		\$10,864.81				
Total:		\$530,332.38				
Bank of Stockton Balance as of 12/31/24		\$15,684.21				