


<p>TNBC</p>	<p>Regular Meeting of the Board of Directors</p>	<p>Upcoming Regular Meetings</p>	
<p>The Natomas Basin Conservancy Web site: www.natomasbasin.org</p>	<p>4:00 p.m. 2150 River Plaza Drive, #460 Sacramento, CA <i>(meeting in Suite 400)</i></p>	<ul style="list-style-type: none"> • February 4 • March 4 • April 1 	<p>December 3, 2008</p>

Agenda

Agenda format and readings tips

• *Agenda packet sections*

Agenda packet #	Section name	What's included
①	Agenda	This is the main agenda. Reading this section will provide the reader with an understanding of the plan for the meeting.
②	Supplemental materials	On some agenda items, there are handouts that are more extensive than can be covered in the "Discussion" section of the main agenda. These materials are included in agenda packet #2.
③	Executive Director's packet	The Executive Director includes items of general interest to the Board of Directors in agenda packet #3. The items in this packet are for general information, not action.
④	Executive Session	Material in this packet is for Board members' information in closed, executive session. It is confidential and not made public.

• *Item organization*

This agenda is prepared in order to facilitate understanding of the Conservancy Board of Director's agenda packet. Each agenda item is numbered in the far left-hand column. Then, as the reader moves from left to right, more information is provided. Ultimately, the far right-hand column presents a discussion of the agenda item.

1	Call to Order	Call to Order of the Regular Meeting of the Board of Directors	Admin.	∅	○ The Board President will call the meeting to order if a quorum is present. Announcements by the Board President or Executive Director may be made at this time.
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• *Exhibit symbols attendant with agenda item*

Agenda exhibit symbol in the "Pg." column	Definition
∅	There is no supplemental information that accompanies an agenda item.
①	There is more information in supplemental handouts.
2.21	Means that in agenda packet number 2, there will be supporting information on page 21.

• *Staff agenda item recommendations symbols*

In the "Discussion" column, there are a series of symbols used, also in order to facilitate quick understanding. These indicate the status of staff recommendations.

Agenda exhibit symbol in the "Pg." column	Definition
○	There is no staff recommendation on the matter.
⊕	Staff recommends approval.
●	Staff does not recommend approval.

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	<p>4:00 p.m.</p> <p>2150 River Plaza Drive, #460 Sacramento, CA (meeting in Suite 400)</p>	<ul style="list-style-type: none"> • February 4 • March 4 • April 1 	

#	Section	Item	Type	Pg.	Discussion
1	Call to Order	Call to Order of the Regular Meeting of the Board of Directors	Admin.	∅	○ The Board President will call the meeting to order if a quorum is present. Announcements by the Board President or Executive Director may be made at this time.
2	Action	Approval of the Minutes	Consent	2.1	⊕ The Board President will request approval of the minutes of the Board of Directors meeting of November 5, 2008.
3	Action	Document Retention and Destruction Policy adoption	Consent	2.7	⊕ The Board discussed the new IRS Form 990 recently, and one of the questions asked in the return was whether or not the Conservancy had a Document Retention and Destruction Policy. Subsequent discussion indicated the desire to adopt such a policy.
4	Action	Whistleblower Policy	Consent	2.10	⊕ Also in discussing the new IRS Form 990, another question asked on the return was whether or not the Conservancy had a "Whistleblower" Policy. Subsequent discussion indicated the desire to adopt such a policy.
5	Action	Succession Plan for Executive Director	Action	①	⊕ The Board has asked staff to present it with a succession plan to review and consider. A draft plan was presented and discussed at the November meeting. A final draft is presented at this meeting, and Board adoption is requested.
6	Action	2009 Budget, NBHCP Finance Model and report to City of Sacramento	Action	2.12 + ①	<p>⊕ A draft of the 2009 Conservancy budget was presented to the Board at the November 2008 Board of Directors meeting for review and discussion. The Conservancy budget is integrated with the NBHCP Finance Model, so that the document submitted for action is one document. The consolidation of the two documents was introduced two years ago with the intention of reducing the chance of differing budget numbers and because of the consistency now afforded.</p> <p>The 2009 Budget and Finance Model is now submitted for acceptance along with a request to the City of Sacramento to adopt the Finance Model's indicated fee from the current fee of \$38,133 per acre (\$20,633 with land dedication) to</p>

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					<p>\$33,925 per acre (\$19,675 with land dedication).</p> <p>Note: The final recommended fee amount may change slightly after agenda publication due to adjustments in anticipated County of Sutter ITP permit usage estimates.</p> <p>(See proposed resolution for this item. See also Table 17 in the NBHCP Finance Model for actual budget as it is integrated with the NBHCP Finance Model.)</p>
7	Action	Selection of auditor	Action	2.17	<p>⊕ To continue the five-year agreement (authorized by Board action Res. 05.09.06) with Gilbert & Associates, authorization is sought to re-engage Gilbert & Associates to audit the Conservancy's financial statement for year-end December 31, 2008 in an amount of \$13,500.00. This action requests Board approval of the engagement with the approval of the Audit Committee.</p>
8	Action	Amendment to Agreement with Executive Director regarding Employment Agreement	Action	2.21	<p>⊕ The current Employment Agreement between the Conservancy and its Executive Director calls for accrued vacation in excess of 35 days in any year to be paid to the Executive Director. The payment date is March 14 of each year of the Agreement.</p> <p>The Executive Director's employment anniversary is March 15, 2009, and that is approximately the time when reviews are conducted. The Executive Director plans to request that again in 2009, he will waive contract provisions for a cost-of-living increase in compensation as well as any consideration for merit increases.</p> <p>This item requests the Board's approval to waive the required Conservancy pay-out of accrued vacation leave above the 35 days now in the Agreement. An amendment to the Agreement is proposed for the March 4, 2009 Board meeting reflecting the above.</p>
9	Discussion	City of Sacramento report	No action	∅	<p>○ Report from the City of Sacramento regarding HCP-related activity and other topics.</p>
10	Discussion	Financial statement review	No action	2.22	<p>○ A financial statement update will be provided for the period ended October 31, 2008 (unaudited).</p>
11	Discussion	Follow-up report on the SAFCA Natomas Levee Improvement Program (NLIP)	No action	∅	<p>○ The Board will hear from staff on the Sacramento Area Flood Control Agency's (SAFCA) Natomas Levee Improvement Program. This will be an update report.</p>
12	Public Comments	Public Comments	No action	∅	<p>○ Opportunity for members of the public to address the Conservancy's Board of Directors.</p>
13	Executive Session	Executive Session – Real Estate	Action	∅	<p>○ Executive Session for real estate is planned.</p>

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14	Executive Director's Report	Executive Director's Report	No action	①	○ Various matters for Board members' general information.
15	Adjournment	Adjournment	Admin.	∅	○ Official adjournment of the meeting.

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