



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

1633 GARDEN HIGHWAY  
SACRAMENTO, CA 95833

**FRIDAY, FEBRUARY 10, 2023  
8:00 A.M.**

**WEB & TELEPHONE MEETING ONLY**

**MODIFIED BROWN ACT REQUIREMENTS IN LIGHT OF STATE OF EMERGENCY**

In compliance with CA Assembly Bill 361, members of the Board of Trustees and members of the public will participate in this meeting by teleconference. The call-in information for the Board of Trustees and the public is as follows:

**Please join my meeting from your computer, tablet or smartphone.**

<https://us02web.zoom.us/j/81491683148>

**You can also dial in using your phone.**

United States: [+1 \(669\) 444 - 9171](tel:+16694449171)

Find your local number: <https://us02web.zoom.us/j/81491683148>

**Meeting ID: 814 9168 3148**

If you don't already have the Zoom application downloaded, please allow yourself additional time prior to the meeting to install the free application on your computer, tablet or smartphone. The application is not required to participate via phone.

Any member of the public on the telephone may speak during Public Comment or may email public comments to [kking@rd1000.org](mailto:kking@rd1000.org) and comments will be read from each member of the public. During this period of modified Brown Act Requirements, the District will use best efforts to swiftly resolve requests for reasonable modifications or accommodations with individuals with disabilities, consistent with the Americans with Disabilities Act, and resolving any doubt whatsoever in favor of accessibility. Requests for reasonable modifications under the ADA may be submitted to the email address noted above, or by phone directly to the District.

All items requiring a vote of the Board of Trustees will be performed as a roll call vote to ensure votes are heard and recorded correctly. In addition, the meeting will be recorded and participation in the meeting via Zoom and/or phone will serve as the participants acknowledgment and consent of recordation.

## AGENDA

RD 1000 Board Meeting  
February 10, 2023

### **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**

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 2023 Board Meeting.
- 4.2. [OPERATIONS MANAGER'S REPORT](#): Update on activities since the Jan. 2023 Board Meeting.
- 4.3. [DISTRICT COUNSEL'S REPORT](#): Update on activities since the January 2023 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 the January 13, 2023 Board Meeting.
- 5.2. [TREASURER'S REPORT](#): Approve Treasurer's Report for January 2023.
- 5.3. [EXPENDITURE REPORT](#): Review and Accept Report for January 2023.
- 5.4. [BUDGET TO ACTUAL REPORT](#): Review and Accept Report for January 2023.

## AGENDA

*RD 1000 Board Meeting  
February 10, 2023*

- 5.5. ASSEMBLY BILL 361: Review and Consider Adoption of Resolution No. 2023-02-01 - Proclaiming a Local Emergency, Ratifying the Covid-19 State of Emergency, and Authorizing Remote Teleconference Meetings of Reclamation District No. 1000 Pursuant to The Ralph M. Brown Act.
- 5.6. WARRANT FOR FUND TRANSFER: Review and Consider Approval of Warrant for Transferring Funds between Investment Accounts.
- 5.7. RECEIVE AND FILE: Receive and File Sacramento County Annual Investment Policy of the Pooled Investment Fund – Calendar Year 2023.

### **6. SCHEDULED ITEMS**

No Scheduled Items.

### **7. BOARD OF TRUSTEE’S COMMENTS/REPORTS**

#### 7.1. BOARD ACTIVITY UPDATES:

##### 7.1.1. RD 1000 Committee Meetings Since Last Board Meeting

- Executive Committee (Lee Reeder & Gilbert) January 18, 2023
- Executive Committee (Lee Reeder & Gilbert) February 1, 2023

##### 7.1.2. RD 1000 Committees No Meetings Since Last Board Meeting

- Finance Committee
- Legal Committee
- Operations Committee
- Personnel Committee
- Urbanization Committee

### **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 10, 2023

AGENDA ITEM NO. 4.1

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TITLE: General Manager's Report – February 2023

SUBJECT: Update on Activities Since the January 2023 Board of Trustees Meeting

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### EXECUTIVE SUMMARY:

This Staff Report is intended to report the noteworthy activities and events of the District. Noteworthy activities from January 2023 is provided below:

#### 1. Administration Services

a. Human Resources

- i. No Update.

b. Comprehensive Financial Plan

- i. Board approved moving forward with the second step of the Prop 218 process at the November 18, 2022 Board of Trustees meeting after conducting a Public Hearing.
- ii. Prop 218 Ballots were mailed by January 24, 2023 providing the required 45-day public comment period. Ballots are due by 8:00 am March 10, 2023.

c. Fiscal Year 2023-2024 Budget

- i. Budget Timeline: The intent of the schedule provided below is to outline the steps and milestones necessary to have a final budget ready for the Trustees to consider for adoption at the June 2023 scheduled Board Meeting.
- **Personnel Committee** (Week of April 3<sup>rd</sup>) – Meet and review Staff's recommendation on Cost-of-Living Adjustments (COLA) and Salary Adjustments.
  - **Operations Committee** (Week of April 10<sup>th</sup>) – Meet and review Budget assumptions for Operations & Maintenance (O&M) and Capital Improvement Program (CIP).
  - **Finance Committee** (Week of April 17<sup>th</sup>) – Meet and review Draft Budget and Projected Cash Flow Analysis.
  - **RD 1000 Board Meeting** (May 12, 2023) - Present Draft Budget to Trustees for review and comment. Staff to receive comments from the Trustees and adjust as directed.
  - **RD 1000 Board Meeting** (June 9, 2023) – Present Final Budget to Trustees for consideration of adoption.

**2. District Operations**

a. Routine Operations & Maintenance:

- i. District Crews continue to perform routine maintenance and operations of the District's infrastructure. See Agenda Item 4.2 for information regarding activities performed in January 2023.

b. Status Of District Pumping Plants

i. PUMPING PLANT #1A

- Fully Operational

ii. PUMPING PLANT #1B

- Pumps 1-5 operational. Pump #6 inoperable due to impeller plugged.
- Emergency generator operational

iii. PUMPING PLANT #2

- Pump #1 MCC Cabinet failure. Currently waiting on quote from Rexel, which is the MCC cabinet vendor. Pump #2 operational.

iv. PUMPING PLANT #3

- Fully operational

v. PUMPING PLANT #4

- Pump testing scheduled for the week of February 1. This testing will be performed with backup generation. Still waiting for dual voltage switch gear and permanent power from PG&E.

vi. PUMPING PLANT #5

- Fully operational

vii. PUMPING PLANT #6

- Pumps 1-3 fully operational. Diagnosis of pump #4 needs to be performed, motor will not turn.

viii. PUMPING PLANT #8

- Pumps #4 & #5 are non-operational due to faulty wiring from motor to MCC cabinets, will perform repairs during non-flood season. Remaining 7 pumps are operational.

**3. Capital Improvement Projects**

a. CIP Update

- i. KSN is currently working on Pumping Plant #8 Preliminary Design and construction phasing plan. Their electrical team is working on the preliminary design report and readying to engage structural to vet

feasibility of the site alternatives. With the operating sequences confirmed, the modeling team is underway on building the Plant 8 replica model used to diagnose and fix the cavitation issues. We expect to have design drawings and formal test plan from the modeling team that will be shared within the next few weeks.

#### **4. Development Project Updates**

a. MAP

- i. Reviewed updated drainage study and provided comments. Proposes water level increase north of I-5 between MAP and Greenbriar. Impact analysis was requested. Concern is primarily related to I-5 and MAP onsite. Modeling was incomplete with regards to improvements south of I-5. All modeling supports the need for installing the new pump in spare bay at Plant 3 (spare bay previously financed by MAP).

b. Greenbriar

- i. Greenbriar – Final reimbursement costs to RD1000 has been determined.

c. Upper West Side

- i. Coordinating with Sac County regarding questions about pumping plant operational details. Meeting held with developer's engineer to provide assistance on scenarios to review. Financial plan currently under review.

d. City of Sacramento Discharge Pipes

- i. Sac City has discontinued work at Sump 58 (American River) & Sump 132 (Lower NEMDC).

e. Sutter Pointe

- i. Completed review of plans pertaining to new lift pump station to discharge water from detention lakes. Ongoing coordination on trash racks and cathodic protection. Met with developer and CVFPB on 11/22 related to the sewer main crossing. Sent follow-up email to CVFPB to as it relates to our recommendation. Updated plan sets being reviewed for drainage features and pump outfall. An agreement related to plant operation needs to be developed.

f. Misc. Caltrans

- i. Coordinating efforts ongoing with the planned work at San Juan (EDC).

g. Elkhorn Blvd/Powerline

- i. B plans for Elkhorn extension have been reviewed and comments submitted.

**TITLE: General Manager's Report – February 2023**

- h. Anton Dev Co Fong Ranch Road
  - ii. Preliminary land use plan provided. Concerns the layout encroaches on levee and required setbacks. Bridge is no longer being considered. City Parks and Rec plans for Fong Ranch Park reviewed related to area north of B Drain. Drainage comments provided.
- i. Panhandle
  - i. Coordinating with developer for funding agreement. Will schedule kickoff meeting with developer held on 01/26/2023.
- j. Northpointe Industrial Park
  - i. Completed backcheck of plans with no issues.
- k. Ninos Parkway Trail – B Drain
  - i. Meeting held 12/6 and 1/13 with developer and City to discuss 100% plans and next steps. City provided B-drain DWSE; developer reviewing. Provided review comments of 100% plans.
- l. 920 San Juan Road
  - i. Reviewing NOI. Drainage study requested.
- m. North Lake Development
  - i. Drawings currently under review.
- n. MAP Schnitzer
  - i. Meeting scheduled to review M-7 drainage canal piping. Piping of drain was rejected by RD 1000. County wants to avoid ditch crossing, may require culvert extension.
- o. Airport South Industrial
  - i. Wood Rodgers provided updated drainage study. West Yost provided their comments. Currently finalizing a review/response.
- p. Pleasant Grove Truck Facility
  - i. Requested data from developer's engineer related to the drainage outlet.
- q. Russel at Truxel Apartments (Fong Ranch Road)
  - i. Submitted comments to developer October 17.

**5. General Engineering Updates**

- a. Basin-wide Hydraulic Model
  - i. Stakeholder (City, Sacramento, Sutter Counties) kickoff held on 5/4. Sacramento County provided review comments. Most are clarifications, but a few model updates proposed. Review by MAP and Upper West Side

designers included. No further comments expected from the City. Met with Sac County to request FEMA meeting, will discuss with FEMA. City provided one comment asking to expand the 2D analysis to area within City of Sacramento storm drains and pumps behind levees. Worked on various modeling scenarios to evaluate operations for reducing peak water surface elevation flood levels within City's North Natomas Levees. These include adjusting Sankey gap timing, reducing peak pumping from City Sumps, adjusting pump sequences, and delaying turning certain pumps off during drawdown. Provided water surface data to City for geotechnical analysis of North Natomas levees, along with water level readings/measurements.

- b. Facility Mapping Tool
  - i. Working with M&H to complete field mapping tool (GIS)
- c. PGCC Culvert Video Inspections
  - i. Working with M&H to perform.
- d. Howsley Bridge
  - i. No further action at this time. Reach E plans have been coordinated with future work. Conditional permit endorsement provided to the CVFPB.
- e. USACE O&M Manual
  - i. The O&M manual has been completed. Working with the CVFPB as it relates to the SWIF approval.

## **6. Natomas Levee Improvement Projects**

The Corps continues to work with the State and SAFCA on borrow for the project. Sites being studied and tested include the Sacramento Regional Sanitation District treatment plant stockpile; Port of West Sacramento; and the Brookfield property in Sutter County adjacent to the PGCC south of Howsley Road which could provide sufficient borrow for the remainder of the Natomas Project. The Corps is evaluating needs for each Reach and available sources to minimize delays and maximize efficiency.

Per the Corps regulations, they are conducting a weeklong flood risk assessment in early December for the remaining contracts in Reach E, F, G, Pump Plant 5, Highway 99 and Reach I contract 2.

- a. Reach A
  - i. The Contract was awarded in September 2021 to Ahtna-Great Lakes (joint venture) for the base contract levee work. The contractor has completed a demonstration cut off wall panel. Testing will occur following 28 days of cure time. Construction will last for three years.
  - ii. Modifications to Plant 1B and 1A have been included in the project. The contract includes the provisions in the agreement between the District



and SAFCA to ensure Plant 1A and 1B are operational during the flood season throughout the project and partial operation of Plant 1B during the irrigation season for rice drainage.

- iii. The demonstration section has been completed, including a new slurry wall mix design and construction method. Core tests are in progress.
  - iv. SAFCA/State continue coordinating with the Corps on SMUD, AT&T and PGE relocations which are underway but have delayed the start of levee construction. The team is also working with the City of Sacramento on waterline and service connections along Garden Highway.
- b. Reach B
- i. Construction continued on Reach B including relocation of the Riverside Canal and replacement of other Natomas Water Company facilities. The Corps will now acquire borrow material from the Port of Sacramento, which is needed for the landside seepage berm.
  - ii. Outfall, discharge pipes, pumps and electrical replacement has been completed. O&M training and official pump testing is complete.
  - iii. Construction at the I-5 window crossing the Sacramento River south of Bayou Road which began in 2021, this project is at 95% completion, remaining items will be performed as site conditions improve.
- c. Reach C
- i. The Reach C project is complete, and the District is providing the operation and maintenance.
- d. Reach D
- i. The reconstruction of Pumping Plant 4, discharge pipes and outfall structure is substantially complete. The plant will be non-operational this flood season as the electrical protection equipment delivery is scheduled for September 2023. Official pump testing utilizing an emergency generator is scheduled for February 2023. Following the pump testing, the Corps will remove the backup generator.
  - ii. The Corps is working on the package to turn the previously completed levee improvements in Reach D over to the non-federal sponsors (and RD 1000) though the District has effectively taken over the O&M of the levee.
- e. Reach E
- i. The plans and specifications for this reach are complete. The Corps is doing its final internal review and working with their contracting group to advertise the project for construction. The contract award has been

**TITLE: General Manager's Report – February 2023**

delayed until April awaiting right of way certification and utility relocation. However, construction is still scheduled for 2023 and 2024.

- ii. SAFCA has acquired all the right of way for construction and utility relocations and has physical possession of the property. This includes the Brookfield property which could yield sufficient borrow for the remainder of the Natomas project. SAFCA is coordinating with PG&E for the relocation of the utility poles.

f. Reach F

- i. The State, SAFCA and RD 1000 have provided comments to the Corps on the 95% plans. We continue working with the Corps on key issues affecting design; particularly the proposed takes on properties with existing structures, the work near Pumping plant No. 6, relocate or design around WAPA tower, and the borrow source currently proposed from the former Brookfield property now owned by SAFCA. The 100% are currently under review.
- ii. Critical issues include right of way acquisition (some which require relocations); WAPA tower (lead time for relocation more than a year); utility relocations and borrow source. Based on potential right of way acquisition and utility relocation delays, the Corps is revising their schedule to delay construction until 2025 with completion as late as 2027. SAFCA is trying to reduce the right of way acquisition time to allow construction to commence sooner.

g. Reach G

- i. See notes above for Reach F as Reaches F and G are combined into a single design and construction contract.

h. Reach H

- i. Construction at Reach H continues, including fence relocations, landside lower patrol road and I-80 berm. SAFCA continues acquisition of rights needed to complete patrol road and fence relocations. This project will continue through 2023 as these contract modifications are negotiated and rights of way acquired.

i. Reach I

- i. Construction of the cutoff wall has been completed and project finalization and turnover to SAFCA and the District is in progress. A final construction report has been submitted for SAFCA and the District to review.
- ii. Design for the Reach I Contract 2 to construct a patrol / maintenance road and perform levee slope flattening has been completed. SAFCA is working on real estate acquisition and coordination with utilities for

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relocation. All tree removal has been completed. The levee construction is scheduled to be performed in 2023.

j. Other Projects

- i. Plant 5 replacement—The Corps has awarded the design contract to the Stantec/Kleinfelder team. The new pumping plant will be located approximately 400 feet east from the current location. Design team meetings take occur bi-weekly. The current schedule is for construction in 2024.
- ii. Highway 99 Window – HDR Engineers are doing the design for the closure of the Highway 99 crossing gap at the Natomas Cross Canal. The 100% plans were submitted and reviewed by the design team in October with no significant issues identified. Caltrans is now engaged with the project and provided their comments on the proposed lane closures to allow the cutoff wall constructed across the travel lanes but concur in general with the proposal. The schedule is to award the contract in June 2023 and construction completed by December 2023.

**7. Miscellaneous**

a. Sacramento Area Flood Control Agency (SAFCA)

- i. Board Meeting – January 19, 2023 (Attachment No. 1)

b. California Special Districts Annual Conference

- i. CSDA's Annual Conference will be held in Monterey, CA between August 28-31, 2023. General Manager King & Operations Manager Holleman will attend. Trustees desiring to attend should confirm their intention with General Manager King by March 1, 2023, so that the District can register and make hotel reservations.

**ATTACHMENTS:**

1. SAFCA Board Meeting – January 19, 2023

**STAFF RESPONSIBLE FOR REPORT:**



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Kevin L. King, General Manager

Date: 02/02/2023



# Board of Directors Action Summary of January 19, 2023 - 3:00 PM

## WEBEX MEETING

**Directors/Alternates Present:** Avdis, Bains, Conant, Desmond, Frost, Holloway, Hume, Jennings, Kaplan, Kennedy, Serna, Shah, Talamantes

**Directors Absent:** None

### ROLL CALL

### PUBLIC COMMENTS

### CONSENT MATTER

1. Resolution No. 2023-001 - Proclaiming a Local Emergency Persists, Ratifying the COVID-19 State of Emergency, and Re-Authorizing Remote Teleconference Meetings of the Sacramento Area Flood Control Agency Board of Directors Pursuant to the Ralph M. Brown Act

Motion by Director Conant and seconded by Director Avdis to approve Resolution No. 2023-001.

AYES: Avdis, Bains, Conant, Desmond, Hume, Jennings, Kaplan, Kennedy, Serna, Shah, and Talamantes  
NOES: (None)  
ABSTAIN: (None)  
RECUSE: (None)

ABSENT: Frost and Holloway

## **ELECTION OF OFFICIERS**

### 2. Election of Officers for the SAFCA Board of Directors for 2023

Motion by Director Desmond and seconded by Director Kaplan suspending point four of the Chairmanship Rotation Policy (Resolution 89-006) for one year and nominating Director Kennedy to be re-elected Chair of the SAFCA Board for 2023.

AYES: Avdis, Bains, Conant, Desmond, Frost, Hume, Jennings, Kaplan, Kennedy, Serna, Shah, and Talamantes  
NOES: (None)  
ABSTAIN: (None)  
RECUSE: (None)  
ABSENT: Holloway

Motion by Director Avdis and seconded by Director Shah nominating Director Holloway for Vice-Chair of the SAFCA Board for 2023.

AYES: Avdis, Bains, Conant, Desmond, Frost, Holloway, Hume, Jennings, Kaplan, Kennedy, Serna, Shah, and Talamantes  
NOES: (None)  
ABSTAIN: (None)  
RECUSE: (None)  
ABSENT: (None)

## **CONSENT MATTERS**

Motion by Director Conant and seconded by Director Shah approving Resolution Nos: 2023-002; 2023-003; 2023-004; 2023-005; 2023-006; 2023-007; and 2023-008 of Consent Matters

AYES: Kaplan, Talamantes, Jennings, Holloway, Shah, Avdis, Bains, Serna, Kennedy, Desmond, Frost, Hume, Conant  
NOES: (None)  
ABSTAIN: Item 3: Bains, Hume, Kaplan, and Talamantes  
ABSENT: (None)  
RECUSAL: (None)

### 3. Approving the Action Summary for December 15, 2022

4. Resolution No. 2023-002 - Considering the Final Supplemental Environmental Impact Statement/Environmental Assessment for the American River Common Features 2016, Sacramento River East Levee Contract 4 and the Mitigation Monitoring and Reporting Program, as a Responsible Agency, Adopting the Findings and Statement of Overriding Considerations as Adopted by the Central Valley Flood Protection Board, and Approving the Project
  
5. Resolution No. 2023-003 - Considering the Final Supplemental Environmental Impact Report/Environmental Assessment for the American River Common Features 2016, Sacramento River Erosion Contract 2 Project and the Mitigation Monitoring and Reporting Program, as a Responsible Agency, Adopting the Findings and Statement of Overriding Considerations as Adopted by the Central Valley Flood Protection Board, and Approving the Project
  
6. Resolution No. 2023-004 - Considering the Final Supplemental Environmental Impact Report/Environmental Assessment for the American River Watershed Common Features, American River Contract 3A and the Mitigation Monitoring and Reporting Program, as a Responsible Agency, Adopting the Findings and Statement of Overriding Considerations as Adopted by the Central Valley Flood Protection Board, and Approving the Project
  
7. Resolution No. 2023-005 - Authorizing the Executive Director to Execute Amendment No. 2 to SAFCA JOC-007 with Fregoso Builders Inc.
  
8. Resolutions - Authorizing the Executive Director to Prepare and Submit Grant Applications and Associated Materials and Execute Funding Agreements for Planning Activities Related to Modifying the Temperature Control Shutters at Folsom Dam
  - A. Resolution No. 2023-006 - California Department of Water Resources Urban Community Drought Relief Grant Program
  - B. Resolution No. 2023-007 - California Department of Fish and Wildlife Watershed Restoration Grant
  
9. Resolution No. 2023-008 - Authorizing the Executive Director to Work with SACOG on a Regional Climate Resiliency Advocacy Program

**EXECUTIVE DIRECTOR'S REPORT**

10. Information - Executive Director's Report for January 19, 2023

## **SEPARATE MATTERS**

11. Resolution No. 2023-009 - Approving Board Recommendation for Executive Director's Performance Evaluation

Motion by Director Kennedy and seconded by Director Holloway approving Resolution No. 2023-009 with a stipulation that the Resolution be amended as noted in the last Whereas, of Resolution No. 2023-009:

WHEREAS, during the Performance Evaluation in Closed Session on December 15, 2022, the Board found that Mr. Johnson has ~~more than adequately~~ fulfilled his responsibilities as SAFCA's Executive Director- in an exemplary manner.

AYES: Kaplan, Talamantes, Jennings, Holloway, Shah, Avdis, Bains, Serna, Kennedy, Desmond, Frost, Conant

NOES: (None)

ABSTAIN: Hume

ABSENT: (None)

RECUSAL: (None)

## **RECIEVE AND FILE – Information Only**

12. Information - Fiscal Year 2021-22 Audited Financial Statements
13. Information - Calendar Year 2023 Investment Policy for the Pooled Investment Fund
14. Report of Construction Contract Change Orders Issued Under Delegated Authority for the Second Quarter, Fiscal Year 2022-23
15. Report of Insurance Claims Settled Under Delegated Authority for the Second Quarter, Fiscal Year 2022-23
16. Report of Professional Services Agreements Issued Under Delegated Authority for the Second Quarter, Fiscal Year 2022-23

17. Status Reports of Environmental Consulting Master Services Agreements for the Second Quarter, Fiscal Year 2022-23
18. Report of Real Property Transaction Where Just Compensation is Less than \$500,000 Executed Under Delegated Authority for the Second Quarter, Fiscal Year 2022-23
19. Status Reports of Right of Way Consulting Master Services Agreements for the Second Quarter, Fiscal Year 2022-23
20. Report of California Uniform Public Construction Cost Accounting Act (CUPCCAA) Contracts Issued Under Delegated Authority for the Second Quarter, Fiscal Year 2022-23
21. Status Reports of Flood Risk Management Planning Master Services Agreements for the Second Quarter, Fiscal Year 2022-23
22. Status Reports of Land Survey and Mapping Master Services Agreements for the Second Quarter, Fiscal Year 2022-23
23. Report of Real Property Transactions Where Just Compensation is More Than \$500,000 Up to \$1,250,000 Executed Under Delegated Authority for the Second Quarter, Fiscal Year 2022-23

## **CLOSED SESSION**

**Government Code Section 54956.8 - Conference with Real Property Negotiators.  
Property: 8757 E. Levee Road, Sacramento CA 95836  
Sacramento County APN: 201-0110-017  
Agency Negotiators: Richard M. Johnson, Jason D. Campbell, John A. Bassett,  
Jeremy D. Goldberg, Matt DeGroot  
Negotiating Party: Jacob Wayne De Wit and Mary Beth De Wit on behalf of De  
Wit Farms, LLC  
Under Negotiation: Price and terms of payment**

Nothing to report at this time

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



**Property: 7851 E. Levee Road, Elverta CA 95626**  
**Sacramento County APN: 201-0190-007**  
**Agency Negotiators: Richard M. Johnson, Jason D. Campbell, John A. Bassett, Jeremy D. Goldberg, Matt DeGroot**  
**Negotiating Party: Richard L. Driggs and Dana A. Meyer on behalf of the Driggs Trust**  
**Under Negotiation: Price and terms of payment**

Nothing to report at this time

**Government Code Section 54956.8 - Conference with Real Property Negotiators.**  
**Property: 7301 E. Levee Road, Rio Linda CA 95673**  
**Sacramento County APN: 201-0190-033**  
**Agency Negotiators: Richard M. Johnson, Jason D. Campbell, John A. Bassett, Jeremy D. Goldberg, Matt DeGroot**  
**Negotiating Party: James E. Lukenbill and Karen L. Lukenbill on behalf of the Lukenbill Family Trust dated October 24, 2019 and Ronald E. Lukenbill on behalf of the Ronald Lukenbill Family Trust**  
**Under Negotiation: Price and terms of payment**

Motion by Director Shah and seconded by Director Jennings approved unanimously giving staff direction, the terms of which will be made available to the public when agreed upon by the parties and reduced to writing.

AYES: Avdis, Bains, Conant, Desmond, Frost, Holloway, Jennings, Kaplan, Kennedy, Serna, Shah, and Talamantes  
NOES: (None)  
ABSTAIN: (None)  
RECUSE: (None)  
ABSENT: Hume

**Government Code Section 54956.8 - Conference with Real Property Negotiators.**  
**Property: 7311 E. Levee Road, Rio Linda CA 95673**  
**Sacramento County APNs: 201-0190-038, 201-0190-039**  
**Agency Negotiators: Richard M. Johnson, Jason D. Campbell, John A. Bassett, Jeremy D. Goldberg, Matt DeGroot**  
**Negotiating Party: Terrence Wells**  
**Under Negotiation: Price and terms of payment**

Nothing to report at this time

**Government Code Section 54956.8 - Conference with Real Property Negotiators.**  
**Property: 6615 and 7001 E. Levee Road, Rio Linda CA 95673**  
**Sacramento County APNs: 201-0200-017, 201-0200-022, 201-0200-023**

**Agency Negotiators: Richard M. Johnson, Jason D. Campbell, John A. Bassett, Jeremy D. Goldberg, Matt DeGroot**  
**Negotiating Party: Richard Cunha on behalf of Sandra Kay Cunha, Successor Trustee of The Kenneth and Mary Lou Cayocca Family 1983 Revocable Family Trust, dated April 29, 1983**  
**Under Negotiation: Price and terms of payment**

Nothing to report at this time

**Government Code Section 54956.8 - Conference with Real Property Negotiators.**  
**Property: 5921 E. Levee Road, Sacramento CA 95835**  
**Sacramento County APNs: 201-0320-018, 201-0320-019**  
**Agency Negotiators: Richard M. Johnson, Jason D. Campbell, John A. Bassett, Jeremy D. Goldberg, Matt DeGroot**  
**Negotiating Party: John Hodgson, Kristen Coates, Tim Shannon, and Perry Herrera on behalf of the Twin Rivers Unified School District**  
**Under Negotiation: Price and terms of payment**

Nothing to report at this time

Respectfully submitted,  
Lyndee Russell,  
Clerk of the Board



## RECLAMATION DISTRICT 1000

DATE: February 10, 2023

AGENDA ITEM NO. 4.2

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TITLE: Operations Manager's Report – February 2023

SUBJECT: Update on Activities Since the January 2023 Board of Trustees Meeting

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### EXECUTIVE SUMMARY:

This Staff Report is intended to inform the Board and serve as the official record of the activities the District's field staff engaged in for the month of January 2023. As well as provide information regarding District facility use and local weather impacts on District facilities and river levels. Noteworthy activities include enactment of the District's EAP (Emergency Action Plan), which requires 24-Hour patrol of the exterior levee system, including District pumping plants. Completed 2022 On-Road & Off-Road California Air Resources Board reporting as well as Bureau of Automotive Repair reporting requirements. Initiated discussions with USACE regarding emergency generation at pumping plant #4. This pump station is currently inoperable due to electrical switch gear components and permanent PG&E power.

The Operations Manager's report was created to provide monthly updates to the Board of Trustees on field related activities within the District boundaries, as well as provide a historical record. This allows for the District and the public an 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, the information provided is strictly informational.

### ATTACHMENTS:

1. Operations Manager's Report Data Sheet

### STAFF RESPONSIBLE FOR REPORT:

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Gabriel J. Holleman, Operations Manager

Date: 02/02/2023

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Kevin L. King, General Manager

Date: 02/02/2023



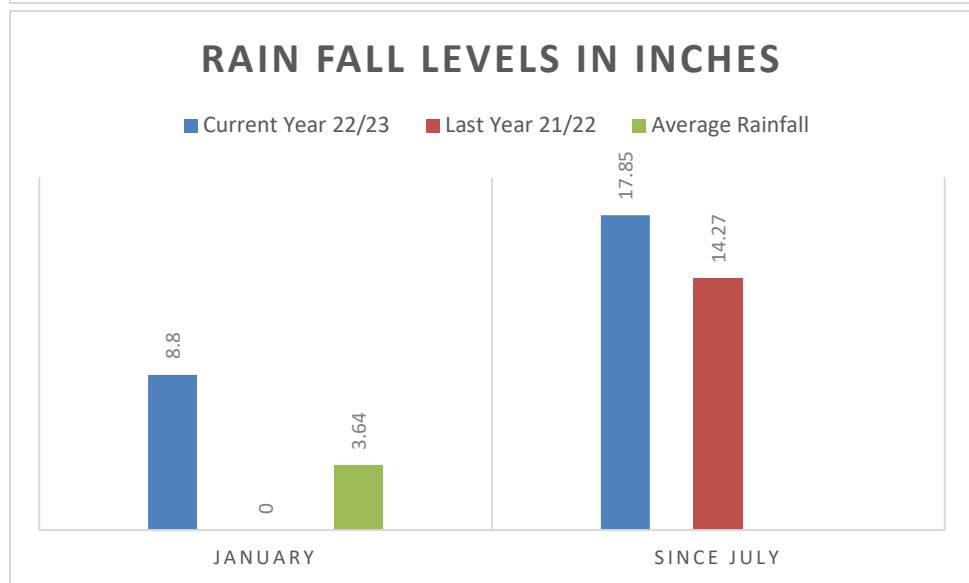
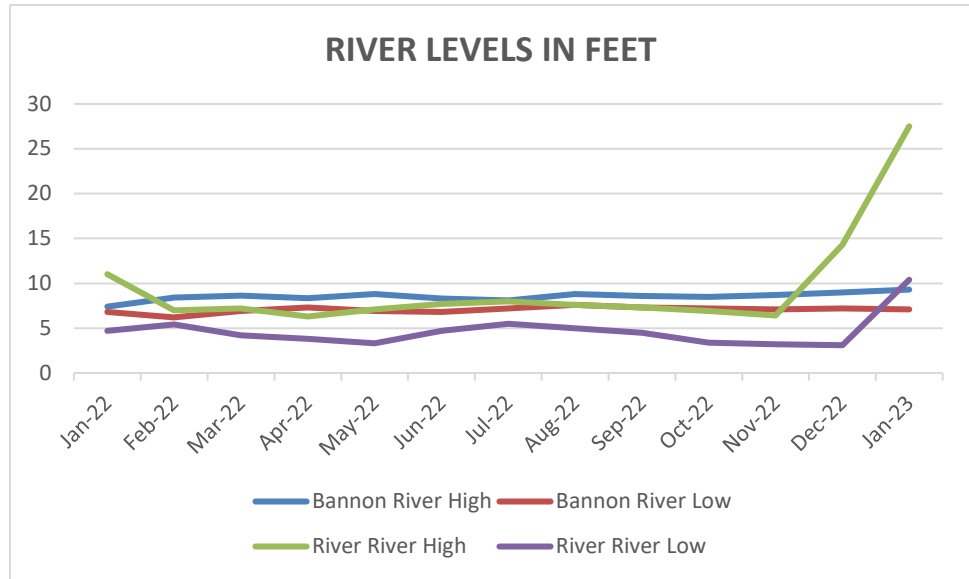
## Operations Manager's Report January 2023

**AGENDA ITEM 4.2  
ATTACHMENT NO. 1**

**River Levels:**

**Bannon** H: 9.3'  
L: 7.1'

**River** H: 27.7'  
L: 10.4'



**Rain Fall Totals:**

January 2023

Rain Totals = 8.8"

Jan Average = 3.64"

Rain Totals Since

July 1, 2022 = 17.85"

**Safety Topics for the Month of January**

Basic Electrical Safety – Avoid misuse of Extension Cords

Basic Electrical Safety – What Are Listing & Labeling Requirements

Basic Electrical Safety – Identifying Disconnecting Means & Breakers

Basic Electrical Safety – Avoiding Open Holes in Electrical Boxes & Panels

The chart below represents various activities the field crew spent their time working on during the month of January, 2023.

RD 1000 Field Crew	*Field Hours Worked	Activity
	1207	Levee Patrol
	358	Pump Rounds
	98	Garbage
	64	Equipment Maintenance/Repair
	47	Pumping Plant Maintenance

*\*Hours worked do not include the Operations Manager's time.*

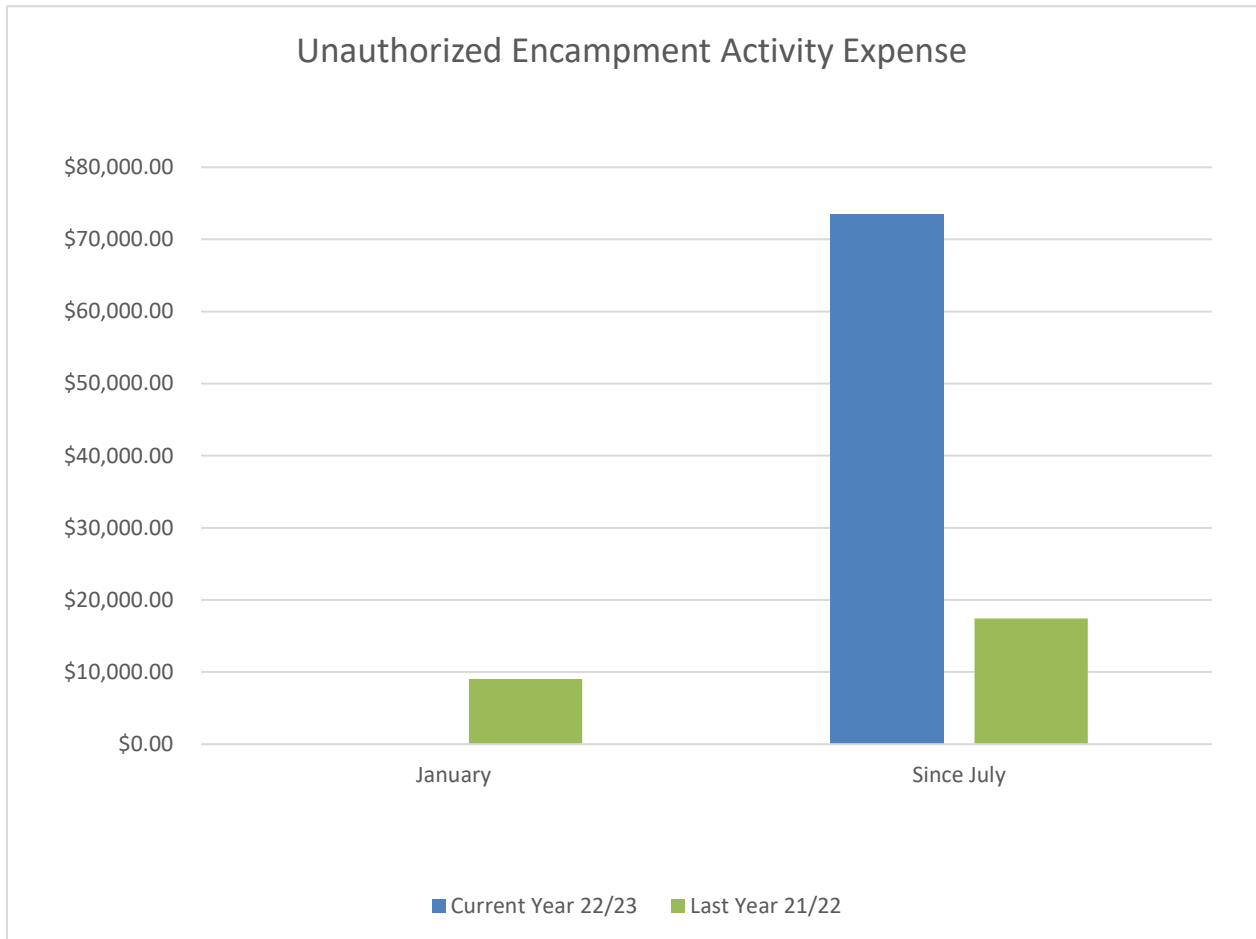
### Pumping

Please see the pumping data below as it relates to pump totals in the month of January. A total of 27,566.7 Ac-ft was pumped from the Basin.

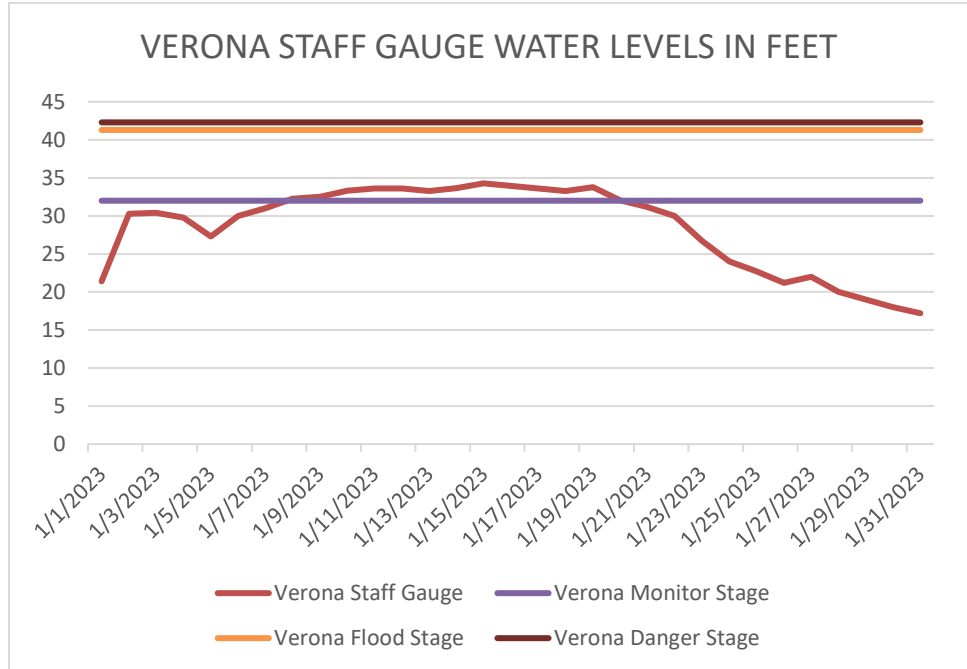
Pumping Plant	Pump	Hours / Ac-ft
<b>Plant 1B</b>	Pump #1	194.3 Hrs / 1901.4 Ac-ft
	Pump #2	58.2 Hrs / 570.4 Ac-ft
	Pump #3	97.4 Hrs / 954.5 Ac-ft
	Pump #4	142.7 Hrs / 1398.5 Ac-ft
	Pump #5	142.7 Hrs / 1398.5 Ac-ft
	Pump #6	118.6 Hrs / 1162.3 Ac-ft
<b>Plant #2</b>	Pump #1	242.5 Hrs / 1600.5 Ac-ft
	Pump #2	502.3 Hrs / 1456.7 Ac-ft
<b>Plant #3</b>	Pump #1	301.3 Hrs / 1355.9 Ac-ft
	Pump #2	468.4 Hrs / 2107.8 Ac-ft
	Pump #3	57.9 Hrs / 324.2 Ac-ft
	Pump #4	27.8 Hrs / 186.3 Ac-ft
<b>Plant #5</b>	Pump #1	296 Hrs / 562.4 Ac-ft
	Pump #2	42.2 Hrs / 80.2 Ac-ft
	Pump #3	155.3 Hrs / 295.1 Ac-ft
<b>Plant #6</b>	Pump #1	99.3 Hrs / 635.5 Ac-ft
	Pump #2	38.9 Hrs / 171.2 Ac-ft
	Pump #4	48.1 Hrs / 139.5 Ac-ft
<b>Plant #8</b>	Pump #1	546.5 Hrs / 5738.3 Ac-ft
	Pump #2	130.2 Hrs / 1367.1 Ac-ft
	Pump #3	734.2 Hrs / 2790 Ac-ft
	Pump #6	217.7 Hrs / 2285.9 Ac-ft
	Pump #7	18.3 Hrs / 192.2 Ac-ft
	Pump #9	3.2 Hrs / 30.4 Ac-ft

**Unauthorized Encampment Activity** There were no unauthorized encampment activities in the month of January.

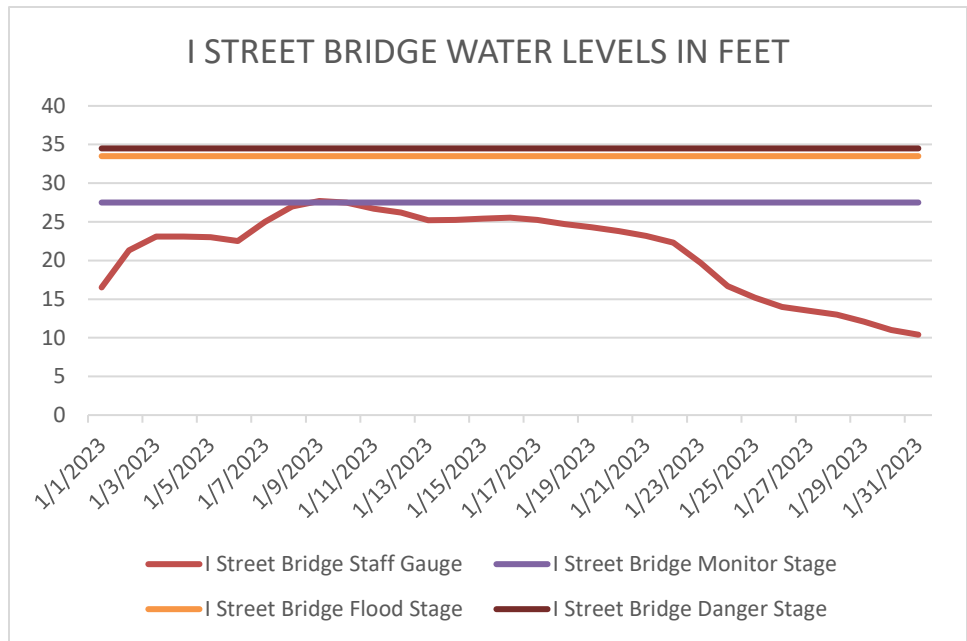
**Unauthorized Encampment Activity – Year to Date** This fiscal year to date the District has spent a total of 467.50 crew hours on unauthorized encampment activity for a total cost to the district of \$73,442.87. This total includes labor,\* equipment costs.



**Verona River**  
**Levels:**  
 H: 34.28'  
 L: 17.2'  
 Monitor Level: 32'  
 Flood Stage: 41.3'  
 Danger Stage: 42.3'

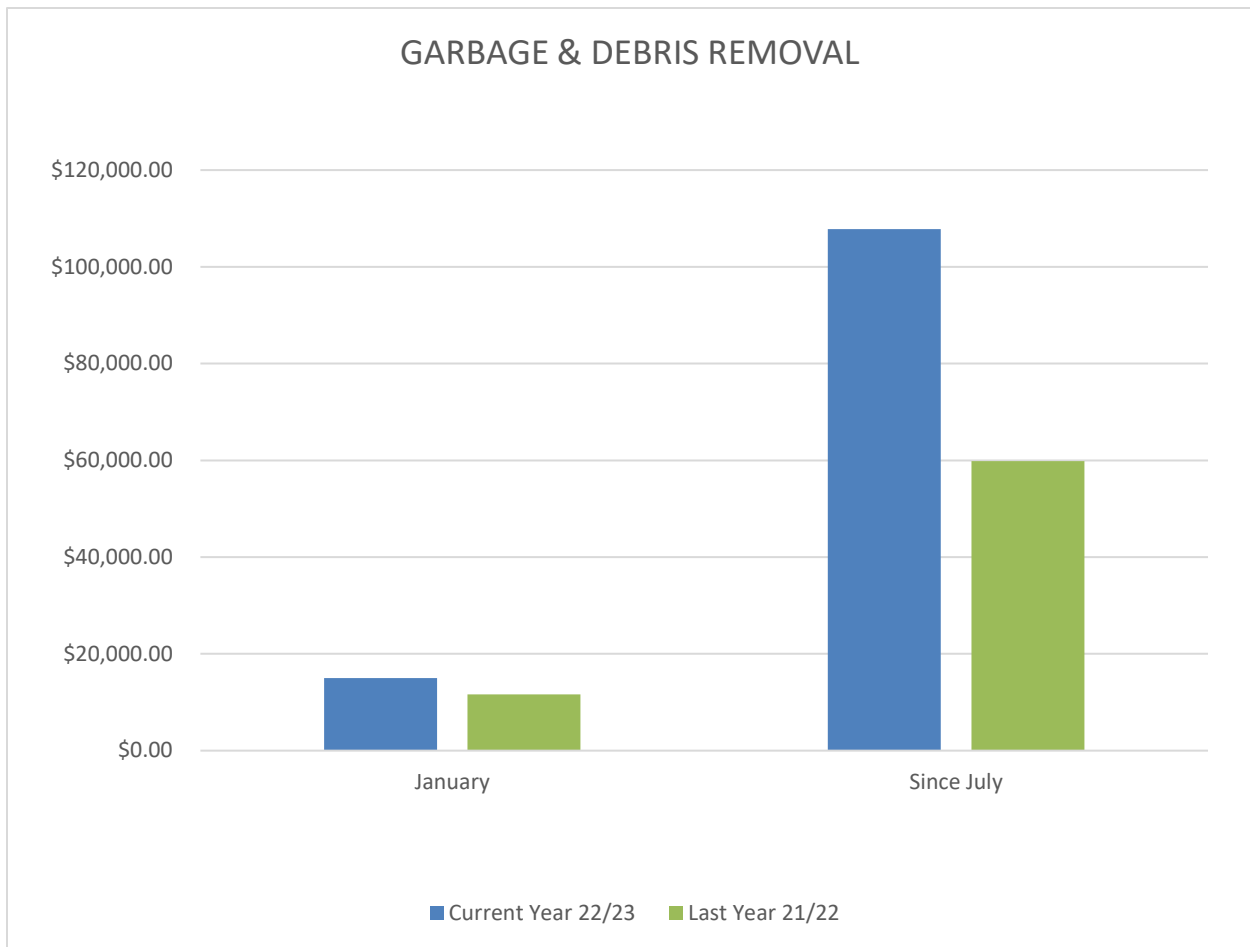


**I Street River**  
**Levels:**  
 H: 27.7'  
 L: 10.4'  
 Monitor Level: 27.5'  
 Flood Stage: 33.5'  
 Danger Stage: 42.3'



**Garbage & Debris Activity** – During the month of January, the District spent a total of 98 hours on garbage removal activities with a total cost to the District of \$15,010.75. This total includes labor and equipment costs.

**Garbage & Debris Activity – Year to Date** This fiscal year to date the District has spent a total of 1227 crew hours on garbage removal activities with a total cost to the district of \$107,780. This total includes labor,\* equipment costs.







## RECLAMATION DISTRICT 1000

DATE: February 10, 2023

AGENDA ITEM NO. 4.3

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TITLE: District Counsel's Report – February 2023

SUBJECT: Update on Activities Since the January 2023 Board of Trustees Meeting

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**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 2023.

**ATTACHMENTS:**

None

**STAFF RESPONSIBLE FOR REPORT:**

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Kevin L. King, General Manager

Date: 02/02/2023



**RECLAMATION DISTRICT 1000**

**DATE: FEBRUARY 10, 2023**

**AGENDA ITEM NO. 5.1**

**TITLE: Approval of Minutes**

**SUBJECT: Approval of Minutes from January 13, 2023 Regular Board**

**EXECUTIVE SUMMARY:**

This staff report serves as the official record of the Board of Trustees monthly meetings. This document details meeting participants, proof of items discussed, summaries of board meeting discussion, and the Board's actions. Staff recommends Board approval of meeting minutes from the following Board Meetings:

- January 13, 2023 Regular Board Meeting (Attachment No. 1)

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 following Board Meeting:

- January 13, 2023 Regular Board Meeting (Attachment No. 1)

**ATTACHMENTS:**

1. January 13, 2023 Regular Board Meeting

**STAFF RESPONSIBLE FOR REPORT:**

  
 \_\_\_\_\_  
 Joleen Gutierrez, Administrative Service Manager

Date: 02/01/2023

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

Date: 02/01/2023



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

**JANUARY 13, 2023  
MEETING MINUTES**

In compliance with CA Assembly Bill 361, members of the Board of Trustees and members of the public participated in this meeting by teleconference. Present were Board President Elena Lee Reeder; Vice President Thomas M. Gilbert; Trustee Nick Avdis; Trustee Jag Bains; Trustee Thomas Barandas, Trustee Edwin Perez; Trustee Thomas W. Smith; General Co-Counsel Rebecca Smith; General Co-Counsel Scott Shapiro; General Manager Kevin King; Operations Manager Gabe Holleman; Administrative Services Manager Joleen Gutierrez; Administrative Assistant Christina Forehand.

**1. PRELIMINARY**

1.1. Call Meeting to Order

Board President Elena Lee Reeder called the January 13, 2023 Board meeting to order.

1.2. Roll Call

PRESENT: Trustee Lee Reeder, Trustee Gilbert, Trustee Avdis, Trustee Bains, Trustee Barandas, Trustee Perez, Trustee Smith.

ABSENT: None.

1.3. Approval of Agenda

MOVED/SECOND: Trustee Avdis/Trustee Gilbert

AYES: Trustee Lee Reeder, Trustee Gilbert, Trustee Avdis, Trustee Bains, Trustee Barandas, Trustee Perez, Trustee Smith

NOES: None

ABSENT: None

ABSTAIN: None

ACTION: Motion to approve the January 13, 2023 agenda is approved.

1.4. Pledge of Allegiance

The Pledge of Allegiance was led by Trustee Gilbert.

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*)

There were no conflicts of interest identified by the Trustees.

## **2. PRESENTATIONS**

There were 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.*

There were no public comments made.

## **4. INFORMATIONAL ITEMS**

### **4.1. GENERAL MANAGER'S REPORT: Update on activities since the December 2022 Board Meeting.**

GM King updated the Board on items since the first of the year, mainly the storm events which caused the district significant trouble with infrastructure due to wind and power outages.

Pumping Plant 2 experienced a significant failure. SMUD restored the power, but we only have a 200-hp pump operable. The Plant 2 400-hp pump is offline until we can get equipment and replacement parts.

We have requested the U.S. Army Corps of Engineers bring a backup generator to power up Pumping Plant 4, which is currently inoperable. Pumping Plant 3 is in a similar situation where it is unusable. We also need the Corps to complete pump testing before turning Plant 3 over to us. The Corps has authorized \$500k for this project and agreed to bring a backup generator for Pumping Plant 4 by next week.

Other agencies have assisted with rerouting water for us, and water levels have decreased. GM King reported that the exterior levee system is holding up as expected. However, back-to-back power failure will be our biggest concern if these events continue.

GM King has also been doing media interviews and working on the Prop 218 ballot for the Stormwater Fee. Ballots will be mailed out by January 24 to meet the 45-day deadline to return ballots.

GM King started looking into digital business cards for Trustees. The card would be returned once a trustee is no longer associated with the District. GM King will test two digital cards and report to the Board.

### Trustee Avdis Comments

Trustee Avdis thanked the Corps for backfilling the need for a generator. He acknowledges the storms have hit the District hard and further underscores the need to invest in our generators for our most widely used pumping plants. He asked the operations manager to tell the crews that he appreciated their hard work.

#### Trustee Lee Reeder Comments

Trustee Lee Reeder thanked the general and operations managers for their work with ABC 10 and CBS and for getting the District's message out. She also shared her appreciation for the crew and the work they do.

#### Trustee Barandas Comments

Trustee Barandas inquired whether the crew creates a daily end-of-shift status report of what is happening in the District. GM King said the Operations crew uses a WhatsApp form to communicate daily reports. This information is shared amongst internal operations staff only, but if there is a significant event, the Trustees will be the first to know. Trustee Barandas asked if updates could be posted on the District's website. GM King stated that he likes the suggestion but has insufficient resources or capabilities to do that at this time. He hopes to have drain monitors installed to make real-time updates available, as called for in the Capital Improvement Plan.

#### Trustee Perez

Trustee Perez thanked the general and operations managers for their work and tour of the District. He found recent media interviews helpful and noted the recent storms helped explain the District's need for funding.

#### 4.2. OPERATIONS MANAGER'S REPORT: Update on activities since the Dec. 2022 Board Meeting.

A copy of the Operations Manager's report has been included in the January 13, 2023, Board packet. Most field activities in the past month were spent on homeless cleanups, monitoring, and inspections (24/7 patrols).

#### 4.3. DISTRICT COUNSEL'S REPORT: Update on activities since the December 2022 Board Meeting.

Counsel Smith reported that the Prop 218 Stormwater Fee ballots have been approved and will be mailed next week. She reminded trustees that remote participation (AB 361) would soon end. She recommended coordinating closely with staff if trustees cannot attend in person so that meetings can be properly noticed. GM King added staff is preparing for a hybrid meeting option in March.

### **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.*

General Manager King reported that in Item 5.4, Budget to Actual, we are trending above budgeted projections for Outreach and Election line items. This is mainly due to the outreach and graphics design team's work to increase visibility, awareness, and messaging. This work should begin to wind down shortly after March 10.

MOVED/SECOND: Trustee Avdis/Trustee Gilbert

AYES: Trustee Lee Reeder, Trustee Gilbert, Trustee Avdis, Trustee Bains, Trustee Barandas, Trustee Perez, Trustee Smith

NOES: None

ABSENT: None

ACTION: The Motion to approve Consent Calendar Items 5.1 through 5.5 is approved.

5.1. APPROVAL OF MINUTES: Approval of Minutes from the December 9, 2022 Board Meeting.

5.2. TREASURER'S REPORT: Approve Treasurer's Report for December 2022.

5.3. EXPENDITURE REPORT: Review and Accept Report for December 2022.

5.4. BUDGET TO ACTUAL REPORT: Review and Accept Report for December 2022.

5.5. ASSEMBLY BILL 361: Review and Consider Adoption of Resolution No. 2023-01-01 - Proclaiming a Local Emergency, Ratifying the Covid-19 State of Emergency, and Authorizing Remote Teleconference Meetings of Reclamation District No. 1000 Pursuant to The Ralph M. Brown Act.

**6. SCHEDULED ITEMS**

6.1. COMMITTEE ASSIGNMENTS: Review and Consider Approval of Board Committee Assignments for 2023.

General Manager King made known that new committee assignments are made every January after the Board President and Vice President are selected. He shared that Board President Lee Reeder has recommended the 2023 Committee Assignments in consultation with the Trustees. The assignments are as follows:

Committee	Chair	Member	Member
Executive Committee	Elena Lee Reeder	Thom Gilbert	-----
Finance	Thom Gilbert	Jag Bains	Ed Perez
Legal	Nick Avdis	Thom Gilbert	Tom Barandas
Operations	Jag Bains	Thomas Smith	Ed Perez
Personnel	Thom Gilbert	Elena Lee Reeder	Nick Avdis
SAFCA	Nick Avdis	Jag Bains	Alt: Lee Reeder Barandas
Urbanization	Elena Lee Reeder	Tom Barandas	Thomas Smith

There were no public comments.

MOVED/SECOND: Perez/Lee Reeder

AYES: Trustee Lee Reeder, Trustee Gilbert, Trustee Avdis, Trustee Bains, Trustee Barandas, Trustee Perez, Trustee Smith

NOES: None

ABSENT: None

ACTION: Motion to Approve 2023 Committee Assignments is approved.

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

There were no questions or comments.

7.1. BOARD ACTIVITY UPDATES:

7.1.1. RD 1000 Committee Meetings Since Last Board Meeting

- Executive Committee (Lee Reeder & Gilbert) January 4, 2023

7.1.2. RD 1000 Committees No Meetings Since Last Board Meeting

- Finance Committee
- Legal Committee
- Operations Committee
- Personnel Committee
- Urbanization Committee

**8. CLOSED SESSION**

There were no Closed Session items.

**9. ADJOURN**

MOTION/SECOND: Trustee Avdis/Trustee Lee Reeder

AYES: Trustee Lee Reeder, Trustee Gilbert, Trustee Avdis, Trustee Bains, Trustee Barandas, Trustee Perez, Trustee Smith

NOES: None

ABSENT: None

ACTION: Motion to adjourn the January 13, 2023 Board Meeting is approved.



**RECLAMATION DISTRICT 1000**

**DATE: FEBRUARY 10, 2023**

**AGENDA ITEM NO. 5.2**

**TITLE: Treasurer’s Report**

**SUBJECT: Approve Treasurer's Report for January 2023**

**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. Notable fund and cash flow items during January 2023 are featured in the attached Treasurer's Report.

The District maintains 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.

Annually, the Board of Trustees approves a Resolution designating officers and signatories to the Operations and Maintenance Fund held by the Sacramento County Treasurer. The District's Financial Reserve Policy guides current, future, and unexpected funding requirements. The District's Investment Policy guides investments made by the District of any surplus or reserve funds it may have.

**RECOMMENDATION:**

Staff recommends the Board approve the January 2023 Treasurer's Report.

**ATTACHMENTS:**

1. Treasurer's Report January 2023

**STAFF RESPONSIBLE FOR REPORT:**

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

Date: 02/01/2023

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

Date: 02/01/2023



Treasurer's Report for January 2023

January 2023	Ending Balance @ 1/31/23
<b>Total Funds at 1/31/23</b>	<b>8,063,008.99</b>
Bank of the West - Checking*	198,105.21
Bank of the West - Money Market	250,457.83
Bank of the West FMAP	97,403.90
Sacramento County Treasurer	4,056,640.29
State Treasurer - Local Agency Investment Fund	1,254,594.68
City of Sacramento - Pool A	2,205,807.08

Included in O&M cash flow below  
Included in O&M cash flow below  
Included in O&M cash flow below

January 2023 - Operations and Maintenance Cash Flow	Money Market	FMAP	Operating Checking	Combined O&M
<b>Beginning Balance at 1/1/23</b>	250,457.83	97,403.90	338,270.07	686,131.80
Transfers from money market to operating account	(200,000.00)	-	200,000.00	-
Transfers from LAIF to money market account	200,000.00	-	-	200,000.00
Current months receipts in operating account	-	-	36,975.00	36,975.00
Accounts Payable*	-	-	(242,857.31)	(242,857.31)
Payroll	-	-	(134,282.55)	(134,282.55)
<b>Ending Balance at 1/31/23</b>	<b>250,457.83</b>	<b>97,403.90</b>	<b>198,105.21</b>	<b>545,966.94</b>

\*See Attached Check Register

Current months receipts are made up of the following:

Refund of bank fee from Bank of the West	40.00
N.C.M.W.C.	19,260.00
Natomas Basin Conservancy	5,000.00
Proceeds from vehicle sale	12,675.00
	<hr/>
	36,975.00
	<hr/> <hr/>



## RECLAMATION DISTRICT 1000

DATE: FEBRUARY 10, 2023

AGENDA ITEM NO. 5.3

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TITLE: Expenditure Report

SUBJECT: Review and Accept Reports for January 2023

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### EXECUTIVE SUMMARY:

This Staff Report advises the Board of monthly expenditures and explains any expenses outside of the usual course of business. Staff recommends the Board review and accept the Expenditure Report for January 2023.

#### 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) has several items of note: \$27,487.37 to Page Design for graphic design work related to District Outreach, \$45,312.88 to Downey Brand for Legal Services and \$35,258.99 to SMUD for power at district facilities.

### RECOMMENDATION:

Staff recommends the Board review and accept the Expenditure Reports for January 2023.

### ATTACHMENTS:

1. January 2023 Expenditure Report

### STAFF RESPONSIBLE FOR REPORT:

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

Date: 02/01/2023

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

Date: 02/01/2023

# January 2023 Expenditure Report – O&M

**AGENDA ITEM 5.3  
ATTACHMENT NO. 1**

Type	Date	Num	Name	Memo	Debit	Credit	Balance
							<b>338,270.07</b>
							<b>338,270.07</b>
General Journal	01/05/2023			1/5/23 payroll activity		16,145.12	322,124.95
General Journal	01/05/2023			1/5/23 payroll activity		34,899.52	287,225.43
Check	01/09/2023	EFT	Cal Pers			976.97	286,248.46
Check	01/09/2023	EFT	Cal Pers			24,106.80	262,141.66
Bill Pmt - Check	01/10/2023	51601	Airgas NCN	Inv 9994129104		449.71	261,691.95
Bill Pmt - Check	01/10/2023	51602	American Tire Recycling LLC	Inv 14158		4,065.60	257,626.35
Bill Pmt - Check	01/10/2023	51603	Amplify 360 Inc	Inv 2053		2,352.50	255,273.85
Bill Pmt - Check	01/10/2023	51604	AT&T	Inv 000019293495		1,776.84	253,497.01
Bill Pmt - Check	01/10/2023	51605	Berkshire Hathaway Homestate Companies	REWC329397		2,345.17	251,151.84
Bill Pmt - Check	01/10/2023	51606	Brookman Protection Services, Inc.	Inv 22-224		8,250.00	242,901.84
Bill Pmt - Check	01/10/2023	51607	Chavez Accountancy Corporation	Inv 5390		1,190.00	241,711.84
Bill Pmt - Check	01/10/2023	51608	Cintas			439.25	241,272.59
Bill Pmt - Check	01/10/2023	51609	J Franko Electric	Inv 22281		792.84	240,479.75
Bill Pmt - Check	01/10/2023	51610	Page Design Group	Inv 22-0099		27,487.37	212,992.38
Bill Pmt - Check	01/10/2023	51611	Security & Asset Management, LP	Inv 5227779		3,846.81	209,145.57
Bill Pmt - Check	01/10/2023	51612	Smile Business Products			253.44	208,892.13
Bill Pmt - Check	01/10/2023	51613	SMUD	Acct 7000000317		35,258.99	173,633.14
Bill Pmt - Check	01/10/2023	51614	Streamline	Inv A14CAB6-0026		200.00	173,433.14
Bill Pmt - Check	01/10/2023	51615	Terrapin Technology Group	Inv 22-2063		981.04	172,452.10
Bill Pmt - Check	01/10/2023	51616	US Bank Corp	Acct ending 5312		584.19	171,867.91
Bill Pmt - Check	01/10/2023	51617	West Yost Associates	Inv 2051939		1,369.52	170,498.39
Bill Pmt - Check	01/10/2023	11023	Alhambra & Sierra Springs	Inv 6169212123022		106.25	170,392.14
Bill Pmt - Check	01/10/2023	958959960	Cal Pers			10,281.50	160,110.64
Bill Pmt - Check	01/10/2023	1048951393	City of Sacramento	Acct 7029676079		5.03	160,105.61
Bill Pmt - Check	01/10/2023	205830613	Napa Auto Parts			191.68	159,913.93
Bill Pmt - Check	01/10/2023	11023	Sacramento County Utilities			227.40	159,686.53
Bill Pmt - Check	01/10/2023	80064127494	Waste Management of Sacramento			911.35	158,775.18
Bill Pmt - Check	01/10/2023	011023	Alhambra & Sierra Springs	Inv 21217024010123		31.37	158,743.81
Bill Pmt - Check	01/10/2023	1048970520	City of Sacramento	Acct 0010065857		73.50	158,670.31
Bill Pmt - Check	01/10/2023	1048994223	City of Sacramento	Acct 1905200485		19.12	158,651.19
Check	01/13/2023	EFT	ADP			103.20	158,547.99
General Journal	01/17/2023			1/17/23 payroll activity		25,990.49	132,557.50
General Journal	01/17/2023			1/17/23 payroll activity		57,247.42	75,310.08
Bill Pmt - Check	01/17/2023	EFT	PG&E			437.16	74,872.92
Bill Pmt - Check	01/17/2023	EFT	PG&E			48.06	74,824.86
Transfer	01/18/2023			Funds Transfer	200,000.00		274,824.86

Check General Journal	01/18/2023	EFT	Cal Pers		600.00	274,224.86
Check General Journal	01/20/2023		Bank of the West	January 2023 bank fees	40.00	274,184.86
Check General Journal	01/20/2023		Bank of the West	January 2023 bank fee refund	40.00	274,224.86
Check Bill Pmt -	01/23/2023	51618	ACWA JPIA	Inv 0698370	1,969.64	272,255.22
Check Bill Pmt -	01/23/2023	51619	Bare Bones Workwear	Inv 506207	161.59	272,093.63
Check Bill Pmt -	01/23/2023	51620	Bode & Bode	Inv 86639	751.20	271,342.43
Check Bill Pmt -	01/23/2023	51621	California Department of Tax and Fee Adm	Letter L0018361547	162.60	271,179.83
Check Bill Pmt -	01/23/2023	51622	Carson Landscape Industries		1,274.00	269,905.83
Check Bill Pmt -	01/23/2023	51623	City of Sacramento - Revenue Division	YCTYMC 00461	1,439.00	268,466.83
Check Bill Pmt -	01/23/2023	51624	County of Sacramento - Municipal Servces	Inv 70193	2,432.00	266,034.83
Check Bill Pmt -	01/23/2023	51625	Downey Brand LLP		45,312.28	220,722.55
Check Bill Pmt -	01/23/2023	51626	Jan-Pro	Inv 15714	440.00	220,282.55
Check Bill Pmt -	01/23/2023	51627	MBK Engineers	Inv 22-12-4170	5,622.50	214,660.05
Check Bill Pmt -	01/23/2023	51628	Smile Business Products		352.58	214,307.47
Check Bill Pmt -	01/23/2023	51629	Supply Industrial Hardware LLC	Inv 463460	46.44	214,261.03
Check Bill Pmt -	01/23/2023	51630	US Bank Corp		828.29	213,432.74
Check Bill Pmt -	01/23/2023	51631	Valley Hydraulics & Machine, Inc.	Inv 138869	77.48	213,355.26
Check Bill Pmt -	01/23/2023	51632	Valley Tire Center, Inc.	Inv 95932	341.70	213,013.56
Check Bill Pmt -	01/23/2023	51633	Verizon Connect Fleet USA LLC	Inv 380000037369	920.53	212,093.03
Check Bill Pmt -	01/23/2023	51634	Yolo County Public Works	December 2022	2,216.48	209,876.55
Check Bill Pmt -	01/23/2023	51635	Viking Shred	Shredding	91.16	209,785.39
Check Bill Pmt -	01/23/2023	1002287835	Cal Pers	February 2022	22,297.01	187,488.38
Check Bill Pmt -	01/23/2023	2358828600	City of Sacramento	Acct 2007944000	174.15	187,314.23
Check Bill Pmt -	01/23/2023	6758972464	Comcast	Acct 8155600381146169	351.60	186,962.63
Check Bill Pmt -	01/23/2023	207477823	Napa Auto Parts		526.82	186,435.81
Check Bill Pmt -	01/23/2023	2359041709	City of Sacramento	Acct 5450844000	36.61	186,399.20
Check Bill Pmt -	01/24/2023	51636	Blankinship & Associates, Inc.	Inv 8492	1,807.50	184,591.70
Check Bill Pmt -	01/24/2023	51637	Interstate Oil Company		5,998.50	178,593.20
Check Bill Pmt -	01/24/2023	51638	J Franko Electric		5,877.19	172,716.01
Check Bill Pmt -	01/24/2023	51639	Mead & Hunt		10,857.00	161,859.01
Payment General Journal	01/24/2023		N.C.M.W.C. The Natomas Basin Conservancy		19,260.00	181,119.01
Payment General Journal	01/24/2023			Calender Q4 2022 security Sale of 2014 Chev Tahoe asset # 298506	5,000.00	186,119.01
Payment General Journal	01/24/2023				12,675.00	198,794.01
Check	01/25/2023	EFT	Cal Pers		600.00	198,194.01
Check	01/27/2023	EFT	ADP		88.80	198,105.21
					<u>236,975.00</u>	<u>377,139.86</u>
					<u>236,975.00</u>	<u>377,139.86</u>
<b>TOTAL</b>					<b><u>236,975.00</u></b>	<b><u>377,139.86</u></b>
					<u>198,105.21</u>	<u>198,105.21</u>

Activity Summary

Transfers from Money Market account	200,000.00
Current months receipts	36,935.00
Bank fee refund	40.00
Accounts payable disbursements	-242,857.31
Payroll disbursements	<u>-134,282.55</u>
Net activity	<u><u>-140,164.86</u></u>



## RECLAMATION DISTRICT 1000

DATE: FEBRUARY 10, 2023

AGENDA ITEM NO. 5.4

---

**TITLE:** Budget to Actual Report

**SUBJECT:** Review and Accept Report for January 2023

---

**EXECUTIVE SUMMARY:**

This Staff Report provides a monthly budgetary snapshot of how well the District meets 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 the Budget percentage. Each line item compares budgeted amounts against real-to-date expenses. Significant budgeted line item variances (if any) will be explained in the Executive Summary of this report.

Attachment 1 provides a report for the month ending January 2023. The most significant expenditures to date under Administration are Public Relations, Assesments/Property Taxes, Memberships, Administrative Consultants, and Election expenses. Significant expenses under Operations are supplies and materials and miscellaneous.

**BACKGROUND:**

The Board of Trustees adopts a budget annually in June. District staff prepares the budget, which presents the current year's budget versus expenditures and a proposed budget for the upcoming fiscal year.

Three Board 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 Proposed Budget is presented to the entire Board for adoption at a regular Board meeting.

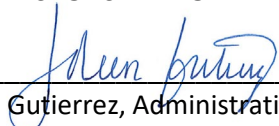
**RECOMMENDATION:**

Staff recommends the Board review and accept the Budget to Actual Report for January 2023

**ATTACHMENTS:**

1. Budget to Actual Report January 2023

**STAFF RESPONSIBLE FOR REPORT:**

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

Date: 02/01/2023

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

Date: 02/01/2023

**Reclamation District No. 1000  
Budget to Actual Comparison  
July 1, 2022 to January 31, 2023 (Seven Months Ending of Fiscal 2023)**

	Year to Date July 1, 2022 to January 31, 2023	Budget	Percent of Budget	
<b>Operation &amp; Maintenance Income</b>				
Property Assessments	44,915	2,250,000	2.00%	
Rents	11,553	24,000	48.14%	
Interest Income	23,176	35,000	66.22%	
SAFCA - O/M Assessment	-	1,421,000	0.00%	
Misc Income	107,960	-	Not Budgeted	Includes surplus equipment sale
FMAP Grant	-	-	Not Budgeted	
Annuitant Trust Reimbursement	-	-	Not Budgeted	
Security Patrol Reimbursement	29,260	60,000	48.77%	
<b>Total</b>	<b>216,864</b>	<b>3,790,000</b>	<b>5.72%</b>	
<b>Restricted Fund</b>				
Metro Airpark Groundwater Pumping	-	25,000	0.00%	
<b>Total Combined Income</b>	<b>216,864</b>	<b>3,815,000</b>	<b>5.68%</b>	
<b>Administration, Operations and Maintenance - Expenses</b>				
<b>Administration</b>				
Government Fees/Permits	3,302	27,700	11.92%	
Legal	59,193	77,500	76.38%	
Liability/Auto Insurance	117,362	171,270	68.52%	
Office Supplies	1,480	4,500	32.89%	
Computer Costs	17,933	34,900	51.38%	
Accounting/Audit	32,775	57,200	57.30%	
Admin. Services	9,696	20,750	46.73%	
Utilities (Phone/Water/Sewer)	9,080	16,900	53.73%	
Mit. Land Expenses	4,995	6,000	83.25%	
Administrative Consultants	41,693	38,800	107.46%	
Assessment/Property Taxes (SAFCA - CAD)	9,039	8,500	106.34%	
Admin - Misc./Other Expenses	438	2,800	15.64%	
Memberships	35,503	39,700	89.43%	
Office Maintenance & Repair	11,719	33,350	35.14%	
Payroll Service	1,477	4,500	32.82%	
Public Relations	262,803	74,000	355.14%	
Small Office & Computer Equipment	574	10,000	5.74%	
Election	141,446	100,500	140.74%	
Conference/Travel/Professional Development	3,315	20,500	16.17%	
<b>Sub Total</b>	<b>763,823</b>	<b>749,370</b>	<b>101.93%</b>	
<b>Personnel/Labor</b>				
Wages	752,056	1,218,409	61.72%	
Group Insurance	95,385	115,592	82.52%	
Worker's Compensation Insurance	20,604	25,000	82.42%	
OPEB - ARC	-	62,485	0.00%	
Dental/Vision/Life	16,881	25,300	66.72%	
Payroll Taxes	54,536	92,599	58.89%	
Pension	127,076	278,922	45.56%	
Continuing Education	4,776	5,000	95.52%	
Trustee Fees	13,500	35,000	38.57%	
Annuitant Health Care	57,087	108,127	52.80%	
<b>Sub Total</b>	<b>1,141,901</b>	<b>1,966,434</b>	<b>58.07%</b>	

<b>Operations</b>			
Power	239,299	450,000	53.18%
Supplies/Materials	14,543	18,500	78.61%
Herbicide	119,986	225,000	53.33%
Fuel	48,043	80,000	60.05%
Field Services	101,872	267,000	38.15%
Field Operations Consultants	9,149	15,000	60.99%
Equipment Rental	-	5,000	0.00%
Refuse Collection	16,371	30,000	54.57%
Equipment Repair/Service	8,788	25,000	35.15%
Equipment Parts/Supplies	16,018	50,000	32.04%
Facility Repairs	245,655	595,000	41.29%
Shop Equipment (not vehicles)	1,712	12,500	13.70%
Field Equipment	-	40,000	0.00%
Misc/Other 2	1,133	500	226.60%
Utilities - Field	8,234	11,000	74.85%
Government Fees/Permits - Field	4,237	9,500	44.60%
<b>Sub Total</b>	<b>835,040</b>	<b>1,834,000</b>	<b>45.53%</b>
<b>Equipment</b>			
Equipment	8,735	-	Not budgeted SCADA
<b>Sub Total</b>	<b>8,735</b>	<b>-</b>	
<b>Consulting/Contracts/Memberships</b>			
Engineering/Technical Consultants	79,808	176,400	45.24%
Security Patrol	48,920	175,000	27.95%
Temporary Admin	6,466	-	Not budgeted
<b>Sub Total</b>	<b>135,194</b>	<b>351,400</b>	<b>38.47%</b>
<b>FMAP Expenditures</b>			
LOI/SWIF (Consultants)	17,443	20,000	87.22%
Equipment	-	-	Not budgeted
Operations & Maintenance (Field)	100,541	409,400	24.56%
Administrative	-	10,000	0.00%
<b>Sub Total</b>	<b>117,984</b>	<b>439,400</b>	<b>26.85%</b>
<b>Total A, O &amp; M Expenses</b>	<b>3,002,677</b>	<b>5,340,604</b>	<b>56.22%</b>
<b>Capital Expenses</b>			
Capital Office Upgrades	53,067	-	Not budgeted
Capital RE Acquisition	-	-	Not budgeted
Capital Office Facility Repair	-	75,000	0.00%
Capital Facilities	31,556	2,920,000	1.08%
<b>Sub Total</b>	<b>84,623</b>	<b>2,995,000</b>	<b>2.83%</b>
<b>Total All Expenditures</b>	<b>3,087,300</b>	<b>8,335,604</b>	<b>37.04%</b>





## RECLAMATION DISTRICT 1000

DATE: February 10, 2023

AGENDA ITEM NO. 5.5

---

TITLE: Assembly Bill 361

SUBJECT: Review and Consider Adoption of Resolution No. 2023-02-01

---

### EXECUTIVE SUMMARY:

On September 16, 2021, Governor Gavin Newsom signed Assembly Bill 361 into law, codifying certain modified requirements for teleconference meetings held by state and local public agencies, similar to those previously authorized and extended by executive order during the COVID-19 State of Emergency. This staff report briefly summarizes AB 361 and describes what Reclamation District No. 1000 (District) must do to utilize the modified requirements for holding remote meetings.

### BACKGROUND:

The Ralph M. Brown Act (Brown Act), which governs local public agency meetings, traditionally permitted agencies to utilize teleconferencing (audio or video) for public meetings, subject to certain heightened requirements aimed to preserve public participation.

- Agendas must identify each teleconference location
- Agendas must be posted at each teleconference location
- Physical access for the public must be provided at each teleconference location
- Board actions must be taken by roll call vote
- One board member must be physically present at each meeting location and quorum of the board must participate within the agency's jurisdictional boundaries
- Members of the public must have an opportunity to address the Board from any teleconference location

(Gov. Code, § 54953(b)(3).) However, the rising spread of COVID-19 and the imposition of stay-at-home orders made some of those teleconference requirements untenable, leaving many public agencies unable to hold meetings at all.

On March 4, 2020, Governor Newsom proclaimed a State of Emergency due to COVID-19. Pursuant to that State of Emergency Proclamation, the Governor issued a series of executive orders (N-25-20, N-29-20, and N-35-20) which, among other things, provided several exceptions to the normal Brown Act teleconference rules to permit local agencies to continue meeting while stay-at-home orders were in effect or where meeting in person would pose a risk to health or safety. The executive orders allowed agencies to meet without first identifying or providing public access to each teleconference location, and without maintaining a physical presence of members

**TITLE: AB 361**

within agency boundaries, though roll call votes and public participation were still required. On June 15, 2021, as vaccinations increased and in-person restrictions eased, Governor Newsom issued Executive Order N-08-21 which provided the Brown Act modifications would expire on September 30, 2021.

**AB 361:**

With the State of Emergency still in place and variant cases on the rise, AB 361 was introduced to provide a longer-term solution for teleconference meetings during states of emergency, effective until January 1, 2024. While not limited to COVID-19, the legislation mirrors many of the allowances made under the Governor’s executive orders. AB 361 amends Section 54953 of the Government Code to allow the legislative body of a local agency to meet remotely without complying with the normal teleconference rules for agenda posting, physical location access, or quorum rules. To do so, one of three scenarios must exist, all of which require that the Governor has proclaimed a State of Emergency pursuant to Government Code section 8625:

- A. State or local officials have imposed or recommended measures to promote social distancing;
- B. The agency is holding a meeting for the purpose of determining whether meeting in person would present imminent risks to the health or safety of attendees; or
- C. The agency is holding a meeting and has determined that meeting in person would present imminent risks to the health or safety of attendees.

(Gov. Code, § 54953(e)(1).)

An agency that holds a meeting under either of the three scenarios must continue to post its agenda in the time required by the Brown Act, and ensure that the public is able to address the board directly through teleconference means. (*Id.* at subd. (e)(2).) If a disruption prevents the public agency from broadcasting the meeting or receiving public comments in real time, the board may take no further action until those functions are restored; any actions taken during such a disruption are subject to legal challenge. (*Id.*)

Assuming the State of Emergency remains in effect and an agency wishes to continue meeting under the modified rules, it must adopt an initial resolution within 30 days of the first teleconference meeting (which applies retroactively to that first meeting), and then must adopt an extension resolution at least every 30 days thereafter. (*Id.* at subd. (e)(3).) The resolutions must contain findings stating that the agency has reconsidered the circumstances of the State of Emergency and at least one of the following circumstances exist:

- i. The State of Emergency continues to directly impact the ability of the members to meet safely in person; or
- ii. State or local officials continue to impose or recommend measures to promote social distancing.

**TITLE: AB 361**

(*Id.*) The requirement for agencies to affirm by resolution every 30 days that the State of Emergency continues to necessitate remote meetings did not exist under the executive orders, and may present a logistical challenge for agencies that meet quarterly—or even monthly when meetings are separated by more than 30 days. Where an agency is not able to rely on regular meetings to adopt extension resolutions within that time frame, the agency has two potential options:

- Hold a special “AB 361” remote meeting within the 30-day window simply to re-authorize the AB 361 exceptions.
- Allow the initial resolution or extension resolution to lapse and approve a new initial resolution at the next agency meeting, subject to the same substantive and procedural requirements as the first.

It should be noted it is not entirely clear from the text of the statute that an agency may simply adopt a new initial resolution after failing to adopt an extension resolution within 30 days, and still take advantage of the retroactive application of the modified teleconference rules for that meeting. For a number of practical reasons, including the variability of active COVID-19 cases and the development of new state or local recommendations and orders, it might become necessary to do so. A conservative approach, and the one we recommend, would be to avoid lapses by holding a special meeting every 30 days to reauthorize the modified teleconference rules.

Once AB 361 authorization lapses, the normal Brown Act rules will apply and an agency seeking to hold a teleconference meeting will once again be required to post agendas and provide public access at each remote location, identify those locations in the agenda, and maintain a quorum of the board within agency boundaries. If a meeting is not held in conformity with AB 361, board members may not teleconference from their residences or other locations which are not open and accessible to the public.

**CLARIFICATION ON IMPLEMENTATION DATE:**

Upon its signing on September 16, 2021, AB 361 became effective immediately. However, on September 20, 2021, the Governor issued Executive Order N-15-21, clarifying that the changes in AB 361 shall be suspended until October 1, 2021, when the modified Brown Act provisions under Executive Order N-08-21 are set to expire.

**CONCLUSION:**

AB 361 provides relief to many agencies that have grown accustomed to the modified Brown Act teleconference rules under the emergency executive orders, though the 30-day authorization window could require agencies to hold more special meetings. Without the AB 361 exceptions, agencies will be obligated to return to normal in-person meetings or provide public access at each remote location under the traditional teleconference rules, starting October 1, 2021.

**TITLE: AB 361**

**RECOMMENDATION:**

Staff recommends the Board review and consider adoption of Resolution No. 2023-02-01

**ATTACHMENTS:**

1. Resolution No. 2023-02-01

**STAFF RESPONSIBLE FOR REPORT:**



---

Kevin L. King, General Manager

Date: 02/02/2023



**RECLAMATION DISTRICT NO. 1000**  
**RESOLUTION NO. 2023-02-01**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF RECLAMATION DISTRICT NO. 1000  
PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE COVID-19 STATE OF  
EMERGENCY, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF RECLAMATION  
DISTRICT NO. 1000 PURSUANT TO THE RALPH M. BROWN ACT.**

At a regular meeting of the Board of Trustees of Reclamation District No. 1000 held at the District Office on the 10<sup>th</sup> day of February 2023, the following resolution was approved and adopted:

**WHEREAS**, Reclamation District No. 1000 (District) is committed to preserving and nurturing public access and participation in meetings of the Board of Trustees; and

**WHEREAS**, all meetings of the District are open and public, as required by the Ralph M. Brown Act (Gov. Code, §§ 54950 – 54963) (“Brown Act”), so that any member of the public may attend, participate, and watch the District’s legislative body conduct its business; and

**WHEREAS**, Assembly Bill 361 added Government Code section 54953(e) to make provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

**WHEREAS**, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

**WHEREAS**, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District’s boundaries, caused by natural, technological, or human-caused disasters; and

**WHEREAS**, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

**WHEREAS**, the Board of Trustees previously adopted a Resolution No. 2023-01-01 on January 13, 2023, finding that the requisite conditions exist for the District to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of section 54953; and

**WHEREAS**, such conditions persist in the District, specifically, on March 4, 2020, Governor Gavin Newsom proclaimed a State of Emergency to exist in California due to the threat of COVID-

19; despite sustained efforts, the virus continues to spread and has impacted nearly all sectors of California; and

**WHEREAS**, the Board of Trustees does hereby find that the ongoing risk posed by the highly transmissible COVID-19 virus has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District; and

**WHEREAS**, as a consequence of the local emergency persisting, the Board of Trustees does hereby find that the District shall continue to conduct its meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that the Board shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision(e) of section 54953; and

**WHEREAS**, all meeting agendas, meeting dates, times, and manner in which the public may participate in the public meetings of the District and offer public comment by telephone or internet-based service options including video conference are posted on the District website and physically outside of the District office.

**NOW, THEREFORE BE IT RESOLVED THAT:**

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Affirmation that Local Emergency Exists. The Board has reconsidered the conditions of the state of emergency and proclaims that a local emergency persists throughout the District because the high risk of transmissibility of COVID-19 continues to pose an imminent risk to the safety of persons in the District.

Section 3. Re-ratification of Governor’s Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California’s Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020.

Section 4. Remote Teleconference Meetings. District staff are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) March 10, 2023, or such time the Board of Trustees adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

**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 10<sup>th</sup> day of February 2023, by the following vote, to wit:

AYES: Trustees:

NOES: Trustees:

ABSTAIN: Trustees:

RECUSE: Trustees:

ABSENT: Trustees:

---

Elena Lee Reeder  
President, Board of Trustees  
Reclamation District No. 1000

CERTIFICATION:

I, Joleen Gutierrez, Secretary of Reclamation District No. 1000, hereby certify that the foregoing Resolution 2023-02-01 was duly adopted by the Board of Trustees of Reclamation District No. 1000 at the regular meeting held on the 10<sup>th</sup> day of February 2023 and made a part of the minutes thereof.

---

Joleen Gutierrez, District Secretary





## RECLAMATION DISTRICT 1000

DATE: FEBRUARY 10, 2023

AGENDA ITEM NO. 5.6

---

**TITLE:** Warrant for Fund Transfer

**SUBJECT:** Review and Consider Approval of Warrant for Transferring Funds between Accounts

---

**EXECUTIVE SUMMARY:**

Reclamation District 1000 maintains an Operation and Maintenance Fund with the Sacramento County Treasury pursuant to Water Code section 50657, and Reclamation District 1000 assumes responsibility for disbursement of such Revolving Fund. Funds held in the Reclamation District 1000 Operation and Maintenance fund held by the Sacramento County Treasurer may be withdrawn or paid solely by a warrant signed by any four or more of the Trustees of the District as identified in the District's approved Resolution No. 2022-12-02.

**REQUEST:**

Staff requests a fund transfer via warrant for \$1 million from the District's O/M Fund with the Sacramento County Treasury. One million dollars will replenish the District's LAIF fund for day-to-day District expenses and budgeted projects.

The State Controller's Local Agency Investment Fund (LAIF) fund serves as the District's primary fund for transfers between the District's 'local' bank accounts (money market/checking) to manage cash-flow and cover the District's day-to-day expenses. The benefits of having available funds in LAIF are a competitive yield, higher liquidity, and same-day transfers.

**RECOMMENDATION:**

Staff recommends the Board approve a warrant for transferring funds between accounts.

**FINANCIAL IMPACT:**

Fund rebalance between the District's O/M Fund and LAIF account.

**STAFF RESPONSIBLE FOR REPORT:**

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

Date: 02/01/2023

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

Date: 02/01/2023



## RECLAMATION DISTRICT 1000

DATE: FEBRUARY 10, 2023

AGENDA ITEM NO. 5.7

---

**TITLE:** Receive and File

**SUBJECT:** Receive and File Sacramento County Annual Investment Policy of the Pooled Investment Fund – Calendar Year 2023.

---

**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 2023.

**FINANCIAL IMPACT:**

None.

**ATTACHMENTS:**

1. Sacramento County Annual Investment Policy of the Pooled Investment Fund – Calendar Year 2023.

**STAFF RESPONSIBLE FOR REPORT:**

---

Kevin L. King, General Manager

Date: 02/02/2023

Department of Finance  
Ben Lamera, Director  
Joyce Renison, Deputy Director



County of Sacramento

AGENDA ITEM 5.7  
ATTACHMENT NO. 1

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

January 17, 2023

To: Pooled Investment Fund Participant Agency Board Chairs

Subject: **CALENDAR YEAR 2023 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 2023 investment policy on December 6, 2022.

The 2023 investment policy eliminates now-obsolete Fitch Viability and Support Rating requirements for banks.

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 2023 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 <https://finance.saccounty.gov/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,

A handwritten signature in black ink that reads "Ben Lamera".

Ben Lamera  
Director of Finance

Enclosure



# **SACRAMENTO COUNTY**

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

### **CALENDAR YEAR 2023**

*Approved by the  
Sacramento County Board of Supervisors*

December 6, 2022  
Resolution No. 2022-1002

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SACRAMENTO COUNTY

# Annual Investment Policy of the Pooled Investment Fund

CALENDAR YEAR 2023

**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 and joint powers authorities 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 at a public meeting.

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.

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 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 in securities 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 except for securities issued by, or backed by, the United States government during a period of negative market interest rates.

Prohibited investments 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.

**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.

**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 Moody's: P-2 Fitch: F-2</p> <p><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> <p>Collateral is required</p>

Eligible banks must have Community Reinvestment Act performance ratings of “satisfactory” or “outstanding” from their federal regulator. In addition, deposits greater than the federally-insured amount must be collateralized. Banks must either have a letter of credit issued by the Federal Home Loan Bank of San Francisco or 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 a commitment to community reinvestment lending and charitable activities comparable to what is 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 U.S. Treasury and Agency obligations, 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

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

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 U.S. Treasury and Agency obligations. 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 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.

Excluding U.S. Treasury and Agency obligations, no more than 10% of the portfolio, 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. Treasury and Agency obligations with a market value of 102% for collateral marked to market daily; or (2) money market instruments on the Approved Lists of the County that 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 U.S. Treasury and Agency obligations 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 that 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 that 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 that 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 shall issue and maintain Investment Guidelines specifying authorized investments, credit requirements, permitted transactions, and issue maturity and concentration limits 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 Board of Supervisors, the Oversight Committee, and to any local agency participant that requests a copy, a detailed report on the Pooled Investment Fund. The report will also be posted on the Department of Finance website. 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.

**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 was \$520 for the

period January 1, 2021, to December 31, 2022. The limitation for January 1, 2023, to December 31, 2024 will be adjusted for inflation by the State Fair Political Practices Commission by January 2023. 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

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

Short Term / Municipal Note Investment Grade Ratings			
Rating Interpretation	Moody's	S&P	Fitch
<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



## RECLAMATION DISTRICT 1000

DATE: February 10, 2023

AGENDA ITEM NO. 7.1

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TITLE: Committee Meeting Minutes

SUBJECT: Committee Meeting Minutes since the January Board Meeting

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### EXECUTIVE SUMMARY:

#### **Executive Committee Meeting – January 18, 2023**

A meeting of the Reclamation District No. 1000 Executive Committee was held on Tuesday, January 18, 2023, at 8:00 a.m. at the Natomas Mutual Water Company office. In attendance were Trustees Lee Reeder and Gilbert. Staff in attendance were General Manager King and Operations Manager Holleman. Public Attendees were Brett Gray, John Penning and Matt Lauppe from Natomas Mutual Water Company.

GM King and Natomas GM Gray presented the committee with several items for discussion. The discussion centered on water supply concerns for 2023 water year, flood season updates, RD 1000's proposed stormwater fee, vegetation management and channel maintenance.

Natomas Mutual Water Company also hosted a tour of their key facilities for the Committee.

With no further business on the Executive Committee Agenda, meeting adjourned at 11:30 a.m.

#### **Executive Committee Meeting – February 1, 2023**

A meeting of the Reclamation District No. 1000 Executive Committee was held on Wednesday, February 1, 2023, at 8:00 a.m. via Zoom and Conference Call. In attendance were Trustees Lee Reeder and Gilbert. Staff in attendance were General Manager King, Operations Manager Holleman and General Counsel Smith. There were no members of the public present, therefore no public comments were received.

General Manager King presented the proposed agenda for the February 10, 2023, Board of Trustees meeting. The Committee reviewed the agenda and approved.

With no further business on the Executive Committee Agenda, meeting adjourned at 8:20 a.m.