



# Protecting Natomas Since 1911

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## RECLAMATION DISTRICT NO. 1000

### BOARD OF TRUSTEES

### REGULAR BOARD MEETING

FRIDAY, JANUARY 10, 2025

8:00 A.M.

DISTRICT OFFICE

1633 GARDEN HIGHWAY  
SACRAMENTO, CA 95833

*Members of the public may participate in this meeting in person. Members of the public will have an opportunity to address the Board during Public Comment. Comments may also be emailed prior to the meeting to [kking@rd1000.org](mailto:kking@rd1000.org).*

#### 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

#### 2. PRESENTATIONS

No 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.*

## AGENDA

RD 1000 Board Meeting  
January 10, 2025

### **4. INFORMATIONAL ITEMS**

- 4.1. GENERAL MANAGER'S REPORT: Update on activities since the December 2024 Board Meeting.
- 4.2. OPERATIONS MANAGER'S REPORT: Update on activities since the December 2024 Board Meeting.
- 4.3. DISTRICT COUNSEL'S REPORT: Update on activities since the December 2024 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 December 19, 2024, Board Meeting.
- 5.2. TREASURER'S REPORT: Approve Treasurer's Report for December 2024.
- 5.3. EXPENDITURE REPORT: Review and Accept Report for December 2024.
- 5.4. BUDGET TO ACTUAL REPORT: Review and Accept Report for December 2024.
- 5.5. INVESTMENT REPORT: Review and Accept Report for December 2024.
- 5.6. RECEIVE AND FILE: Receive and File Sacramento County Annual Investment Policy of the Pooled Investment Fund – Calendar Year 2025.
- 5.7. BANKING AUTHORIZATION: Review and Consider Adoption of Resolution No. 2025-01-01 Authorizing Officers and Trustees as Signatories to the Operations and Maintenance Funds Held by Sacramento County Treasurer.

### **6. SCHEDULED ITEMS**

- 6.1. COMMITTEE ASSIGNMENTS: Review and Consider Approval of Board Committee Assignments for 2025.

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

#### 7.1. BOARD ACTIVITY:

##### Committee Meetings Since Last Board Meeting

- Executive Committee (Lee Reeder & Gilbert) January 3, 2025

##### Upcoming Meetings

- RD 1000 Executive Committee Meeting – February 5, 2025 @ 9:00 am
- RD 1000 Board Meeting – February 14, 2025 @ 8:00 am

### **8. CLOSED SESSION**

No Closed Session Items

### **9. ADJOURN**



## RECLAMATION DISTRICT 1000

DATE: JANUARY 10, 2025

AGENDA ITEM NO. 4.1

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TITLE: General Manager's Report – January 2025

SUBJECT: Update on Activities Since the December 2024 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 December 2024 is provided below:

#### 1. Administration Services

##### a. Human Resources

- i. Administrative Assistant – Christina Forehand separated from the District on December 31, 2024.

#### 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 December 2024.

##### b. Status Of District Pumping Plants

- i. PUMPING PLANT #1A: Fully Operational
- ii. PUMPING PLANT #1B: Fully Operational
- iii. PUMPING PLANT #2: Fully Operational
- iv. PUMPING PLANT #3: Fully operational
- v. PUMPING PLANT #4
  - Pump testing complete. Capacitor bank installation has commenced, which is necessary for PG&E to connect permanent power, expected completion is April 2025. Temporary power for the motor heaters has been complete.
- vi. PUMPING PLANT #5: Fully operational
- vii. PUMPING PLANT #6
  - Procurement of replacement materials has been initiated.
- viii. PUMPING PLANT #8
  - Pump #5 is non-operational, repairs will be performed as time and materials become available.

**3. Capital Improvement Projects**

a. CIP Update

- i. KSN is working on a final design concept and project phasing for Pumping Plant #8. An offer has been made to the property owner adjacent to Pumping Plant #8, however the owner is performing an internal appraisal. The final design is expected to be completed by July 2025.

**4. Development Project Updates**

a. MAP (Metro Air Park)

- i. Reviewed updated drainage study and modeling reviewed by Mark Kubick. Identified I-5 culvert impacts for review of proposed WSEL raise north of I-5 (floodplain mapping incomplete). Downstream improvements mainly influenced by new pump at Plant 3. Additionally, L Drain widening south of Interstate 5.
- ii. Reviewed with Sac County on 6/14/24, comments provided to Wood Rodgers/MAP on 6/19/24.

b. Upper West Side

- i. A new SMUD plan has been submitted, the plan is to reroute facilities, utilizing existing lines to the east and north along the East Drainage Canal.
- ii. Drainage Study comments final review completed with Wood Rodgers & County on 05/23/2024.
- iii. Met with SMUD at locations along the East Drain related to pole placement.
- iv. Wood Rodgers responded to RD1000 comments on Financing Plan on 9/24.

c. Sutter Pointe

- i. CVFPB permit application for the Sewer main crossing has been endorsed.
- ii. Currently reviewing associated submittals.
- iii. Phase 1 Infrastructure submittals ongoing.
- iv. Provided comments on radio communications intercommunication our Corp Yard SCADA server.

d. Grandpark

- i. Met with project manager representing the ownership group to discuss project scope and potential development agreement, ongoing discussions forthcoming.
- ii. Met with developer on 8/21. Awaiting technical memo highlighting proposed routing of the East Drainage Canal.
- iii. Reimbursement agreement is currently being developed.

**TITLE: General Manager's Report – January 2025**

- e. Greenbriar
  - i. Coordination on-going for O&M access, access control and encroachment permit(s) for drainage facilities and roadway improvements for Shore Vista Way.
  - ii. Finalized culvert encroachment permit, Shore Vista Way access control encroachment permit forthcoming.
- f. Panhandle 105
  - i. Construction activities have paused due to site conditions.
  - ii. Phase 2 grading plan reviewed with McKay and Somps for levee coordination, with minor revisions.
  - iii. Drainage flows for interim condition under review. MSCE sent revised hydrographs.
  - iv. Model runs have been completed for the 100-year 24 indicate sufficient detention provided. The 100-year 10 day model run is in progress.
- g. Panhandle 180
  - i. Received tentative map on 6/19/24, comments are forthcoming.
  - ii. Received Village 1-5 Tentative Map on 7/17/24.
  - iii. Reimbursement agreement has been executed.
  - iv. Drainage quitclaim in process.
- h. Ninos Parkway Trail – B Drain
  - i. Construction has been suspended until after the flood season.
- i. 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.
  - ii. Coordinated with County DWR as it relates to the water surface profiles.
- j. Airport South Industrial
  - i. Met with the City on 9/12 to discuss comments on the latest drainage plan ULDC needs.
  - ii. RD1000 comments are no net impact to 200-year. Provide City water surface elevations from HEC-RAS.
  - iii. Meetings forthcoming as it relates to the potential Powerline Road widening project.
  - iv. Met with City on 9/12/23 to discuss comments on latest drainage plan.

**TITLE: General Manager's Report – January 2025**

- v. FEMA mapping meeting was conducted on 12/13 & 12/18. Wood Rodgers and Sac County will meet to discuss CLOMR and LOMR submittals.
- k. Russel at Truxel Apartments (Fong Ranch Road)
  - i. Submitted comments to developer 08/17/2023.

**5. General Engineering Updates**

- a. Basin-wide Hydraulic Model
  - i. Basin-wide Hydraulic Model is complete
  - ii. Internal discussions will be initiated should there be a necessity to officially adopt the model.
  - iii. Met with FEMA on 6/21/24 and presented model, received positive feedback. FEMA will begin the hydrology review.
  - iv. FEMA has no issue with RD1000 leading the review separate from future Map revisions by City/Counties.
  - v. Hydrology report was submitted to FEMA on 08/21/24, mapping will be updated based on final hydrology report.
  - vi. Met with FEMA for the Sutter County mapping on 8/21/24.
  - vii. FEMA reviewer indicated comments will be provided mid-January.
- 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.
  - ii. Boring plans TBD
- e. USACE O&M Manual
  - i. The O&M manual was adopted at the April 28, 2023 CVFPB meeting.
- f. SYSTEM-WIDE IMPROVEMENT FRAMEWORK (SWIF)
  - i. The SWIF was approved on September 16, 2024.

**6. Natomas Levee Improvement Projects**

The Corps continues to work with the State and SAFCA on borrow for the project. The Corps is evaluating needs for each Reach and available sources to minimize delays and maximize efficiency.

**TITLE: General Manager's Report – January 2025**

The Corps completed their flood risk assessment 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 second construction has commenced.
- ii. Cutoff Wall and utility relocations in progress.
- iii. SAFCA/State continue coordinating with the Corps on SMUD, AT&T and PGE relocations which are underway. The team is also working with the City of Sacramento on waterline and service connections along Garden Highway.
- iv. The contractor has demobilized for the duration of this years flood season.

b. Reach D

- i. The reconstruction of Pumping Plant 4, along with the discharge pipes and outfall structure, is largely complete. A meeting was held on 8/5/24 to discuss the capacitor bank design, which is necessary to meet PG&E's voltage drop specifications for a permanent power connection.
- ii. Capacitor bank installation has commenced, expected completion is April 2025.
- iii. 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.

c. Reach E

- i. PG&E relocations are complete, AT&T service pole relocations are in progress. Levee grading work, SB cutoff wal, working platform and culvert underdrain tie-ins are included in this project.
- ii. SAFCA has acquired all the right of way for construction and utility relocations and has physical possession of the property.
- iii. The contractor has demobilized for the duration of this years flood season.

d. Reach F

- i. Final design documents completed by USACE.
- ii. Critical issues include right of way acquisition (some which require relocations); relocation of existing WAPA tower (lead time for relocation more than a year); utility relocations and borrow source.
- iii. Levee construction award is scheduled for 2024 with construction in 2025 and 2026. Ongoing coordination with easements, O&M features and Pumping Plant #6 work.

**TITLE: General Manager's Report – January 2025**

- e. Reach G
  - i. See notes above for Reach F as Reaches F and G are combined into a single design and construction contract.
- f. 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 relocation. All tree removal has been completed. Letter of Acceptance sent to SAFCA. O&M manual was provided by the USACE
- g. Hwy 99/NCC Cutoff Wall
  - i. Construction expected June-October 2025, however 90% of the geotechnical drilling is complete.
- h. 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. The Corps is working with the State, SAFCA and RD 1000 to close out comments from the 95% plans. The current schedule is for construction in 2025.
  - ii. West Drainage Canal Relocation – The West Drainage Canal will realign the westernmost portion of the canal and reshaped approximately 11,000 LF of the existing channel. This will improve drainage in the area, stabilize bank slopes, which will reduce bank sloughing and improve water quality. The improvements will construct habitat to promote migration of the Giant Garter Snake. The realigned portion is an attempt to reduce bird strikes between incoming and outgoing aircraft from SMF. This project is currently at the 35% design phase, with an anticipated start date in 2028.

**7. Miscellaneous**

- a. Sacramento Area Flood Control Agency (SAFCA)
  - i. Board Meeting – December 19, 2024 meeting was cancelled.

**STAFF RESPONSIBLE FOR REPORT:**



Kevin L. King, General Manager

Date: 01/06/2025





## RECLAMATION DISTRICT 1000

DATE: JANUARY 10, 2025

AGENDA ITEM NO. 4.2

TITLE: Operations Manager’s Report – January 2025

SUBJECT: Update on Activities Since the December 2024 Board of Trustees Meeting

### 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 December 2024. As well as provide information regarding District facility use and local weather impacts on District facilities and river levels. Noteworthy activities included clearing garbage and debris across the District and participating in the annual flood fight training hosted by the American River Flood Control District (ARFCD). Additionally, District staff cleared homeless encampments along Truxel Road. Furthermore, Operational oversight of District pump stations was executed by the crews throughout the duration of storm events, with an emphasis on the identification and removal of debris from the trash decks.

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:

  
\_\_\_\_\_  
Gabriel J. Holleman, Operations Manager

Date: 01/03/2025

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

Date: 01/03/2025



## Operations Manager's Report January 2025

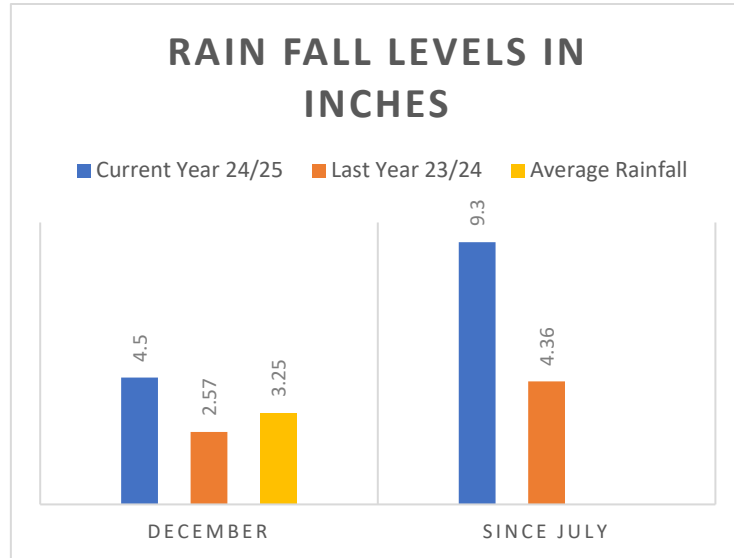
**Rain Fall Totals:  
December 2024**

Rain Totals = 4.5"

December Average = 3.25"

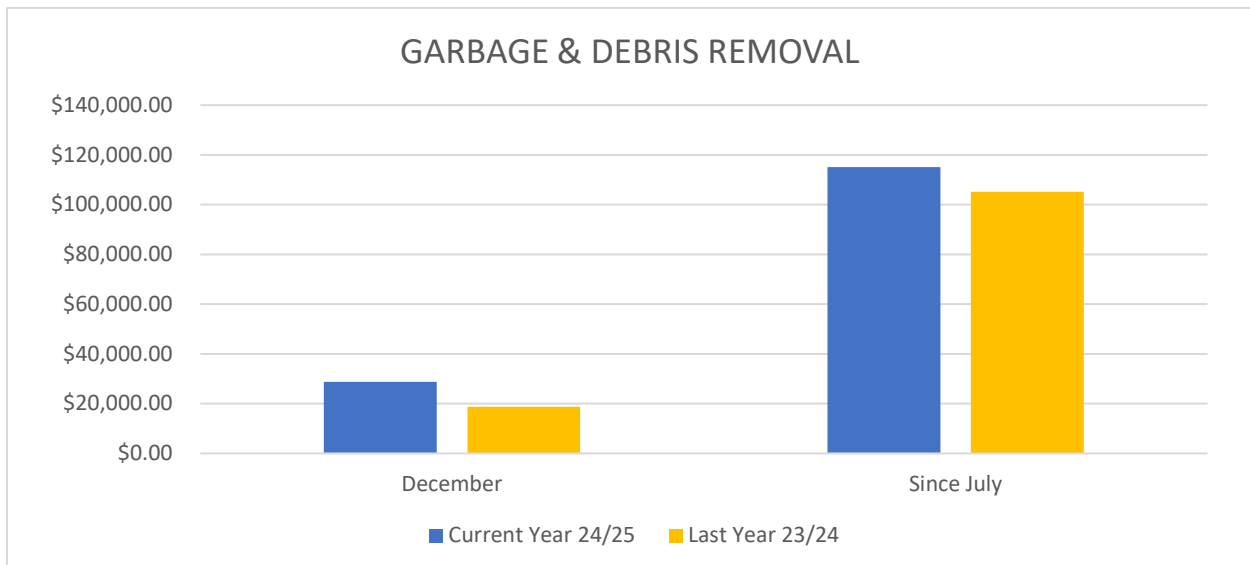
Rain Totals Since

July 1, 2024= 9.3"



**Garbage & Debris Activity** – During the month of the December, the District spent a total of 238 crew hours on garbage removal activities with at total cost to the District of \$37,144.16. This total includes labor and equipment costs.

**Garbage & Debris Activity – Year to Date** This fiscal year to date the District spent a total of 759 crew hours on garbage removal activities with at total cost to the District of \$115,150.14. This total includes labor and equipment costs.



The chart below represents various activities the field crew spent their time working on during the month of December 2024.

RD 1000 Field Crew	*Field Hours Worked	Activity
	355	Grounds Maintenance
	262	Garbage & Debris Removal
	152	Equipment Maintenance/Repairs
	125	Pump Rounds

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

### Pumping

Please review the pumping data below, specifically pertaining to pump totals in December. A total of 6976.9 acre-feet was pumped from the Basin.

Pumping Plant	Pump	Hours / Ac-ft
Plant 1B	Pump #1	109.3 Hrs / 1071.1 Ac-ft
	Pump #3	394.8 Hrs / 3869 Ac-ft
	Pump #5	75.8 Hrs / 742.8 Ac-ft
Plant 8	Pump #3	21 Hrs / 79.8 Ac-ft
	Pump #5	30 Hrs / 114 Ac-ft
	Pump #6	73.9 Hrs / 775.6 Ac-ft
	Pump #7	31.2 Hrs / 327.6 Ac-ft

### Safety Topics for the Month of December

OSHA's Lockout/Tagout Standards – What About Motor Vehicles

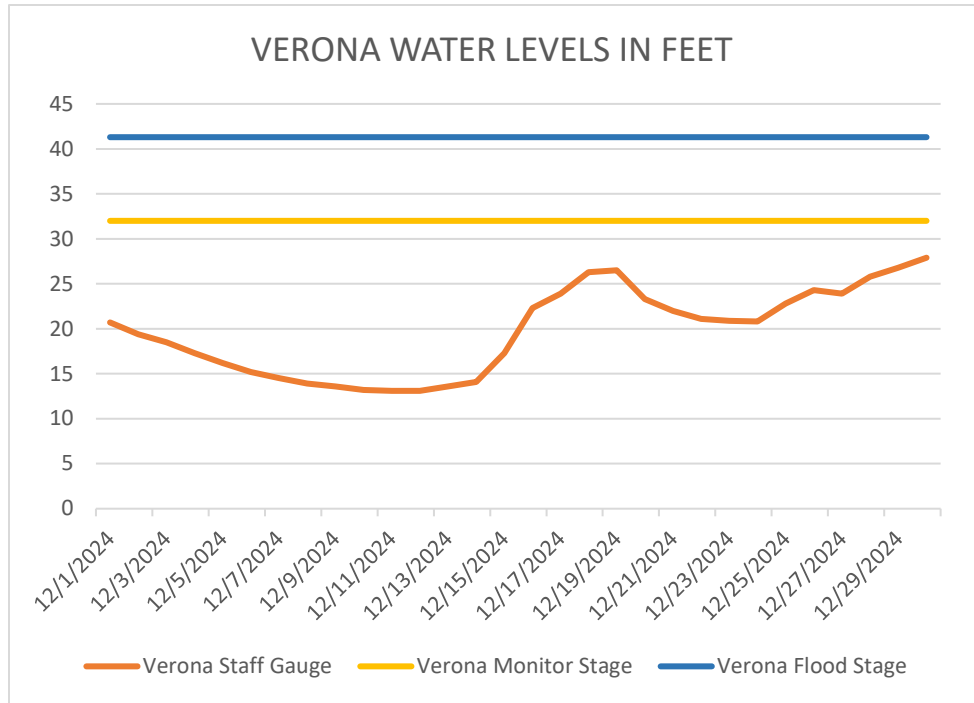
OSHA's Lockout/Tagout Standards – Group Lockout Protection

OSHA's Lockout/Tagout Standards – Before You Get Started

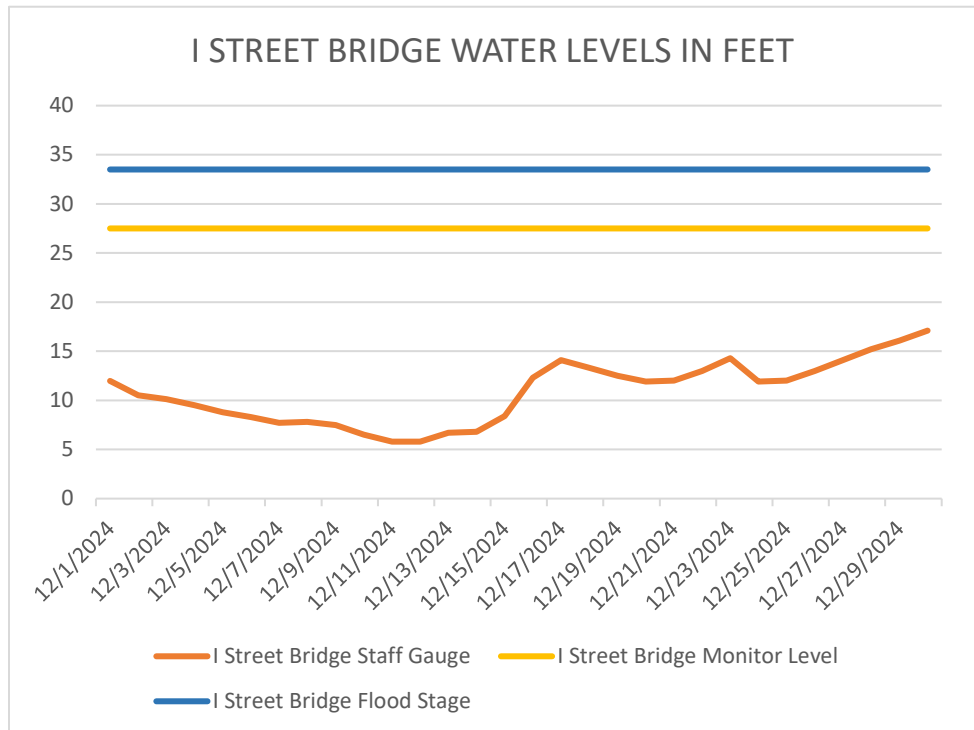
OSHA's Lockout/Tagout Standards – Lost and Found

OSHA's Lockout/Tagout Standards – Testing and Repositioning

**Verona River**  
**Levels:**  
 H: 29'  
 L: 13.1'  
 Monitor Level: 32'  
 Flood Stage: 41.3'

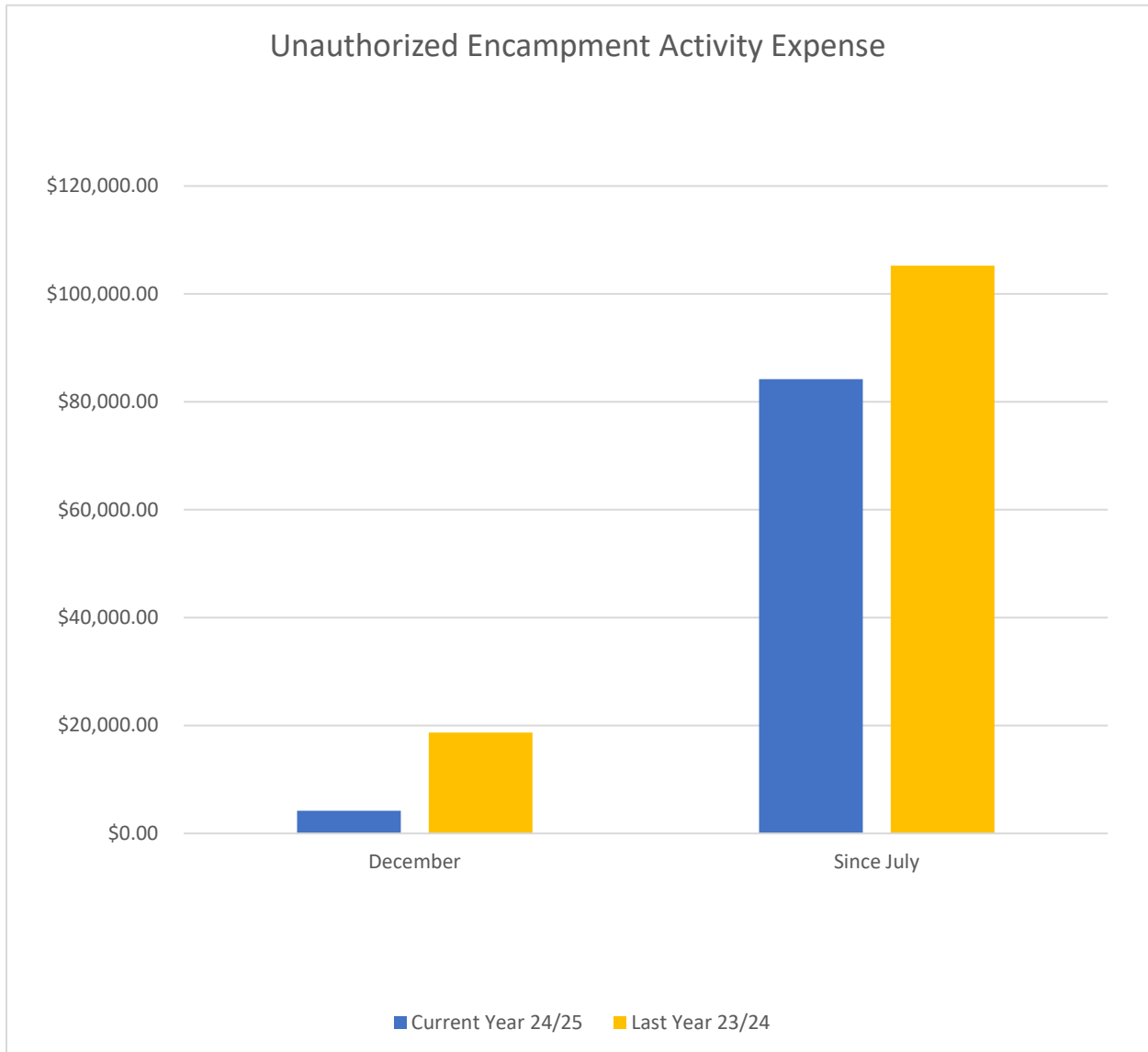


**I Street River**  
**Levels:**  
 H: 18.1'  
 L: 5.8'  
 Monitor Level: 27.5'  
 Flood Stage: 33.5'

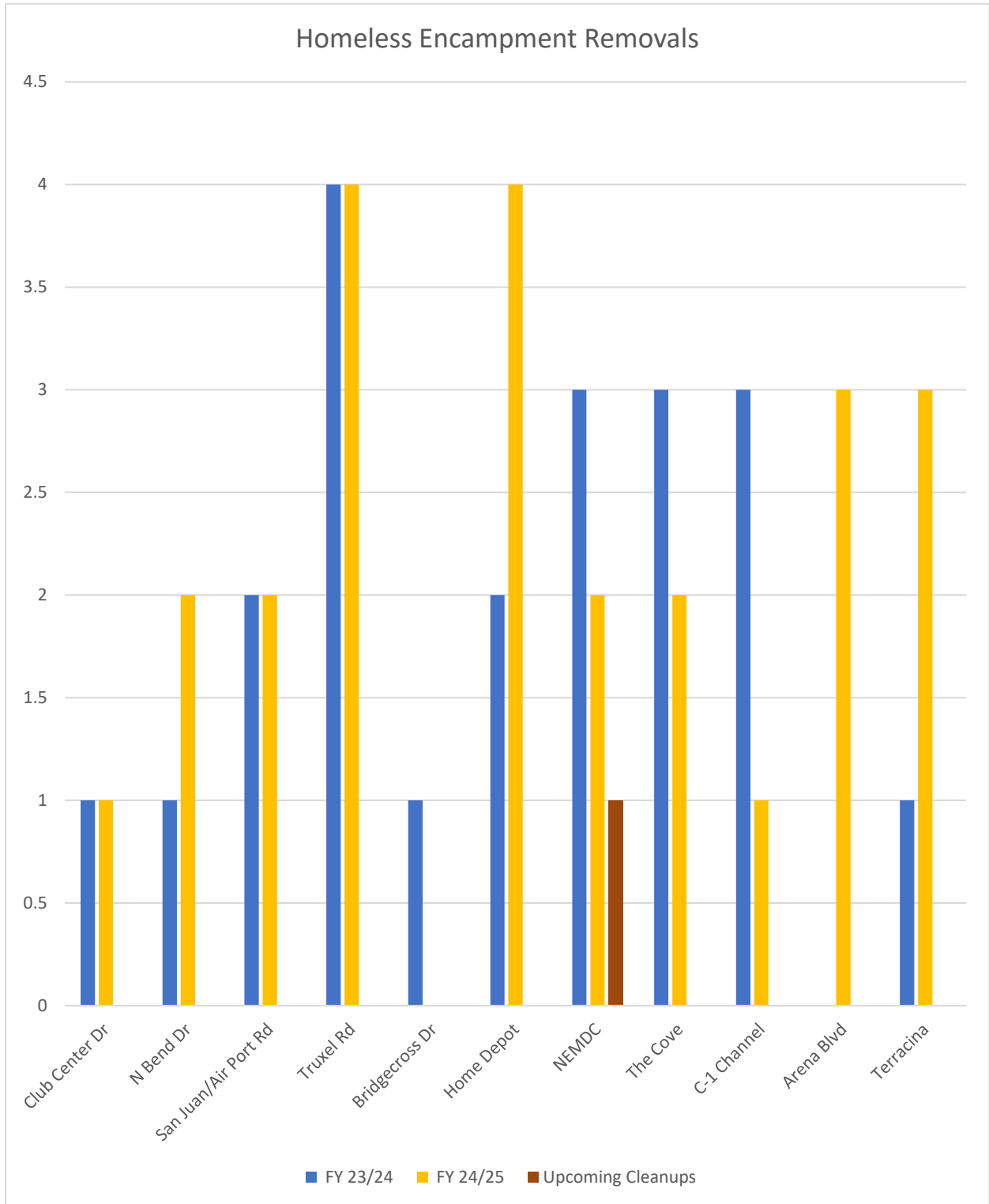


**Unauthorized Encampment Activity** During the month of December, the District spent a total of 25 hours on unauthorized encampment related activities, with a total cost to the District of \$4,912.80. This total includes labor and equipment costs.

**Unauthorized Encampment Activity – Year to Date** This fiscal year to date the District has spent a total of 521 crew hours on unauthorized encampment activity for a total cost to the district of \$84,224.98. This total includes labor and equipment costs.



**Homeless Encampment Removal Report** During the month of December, District staff cleared homeless encampments along Truxel Road. Planned cleanups for January include the Natomas East Main Drainage Canal (NEMDC).



Maintenance Work Schedule		1-Dec Through 31-Dec		
Crew 1	1-Dec	8-Dec	15-Dec	22-Dec
<b>Beto Gutierrez</b>				
Truck # 57	<ul style="list-style-type: none"> <li>* Pump Rounds - Checked operation of all pumping plants</li> <li>* Attended pesticide applicators seminar in Stockton</li> <li>* Prepped portable spray rig for upcoming terrestrial treatments</li> <li>* Performed terrestrial application along Fisherman's Lake</li> <li>* Aquatic applications in Zone D</li> </ul>	<ul style="list-style-type: none"> <li>* Garbage &amp; Debris removal along the NEMDC</li> <li>* Attended annual flood fight training at the ARFCD</li> </ul>	<ul style="list-style-type: none"> <li>* Pump Rounds - Checked operation of all pumping plants</li> <li>* Cut and split wood at the Corp Yard</li> <li>* Haul materials from PP#4 to the Corp Yard</li> </ul>	<ul style="list-style-type: none"> <li>* Garbage removal throughout the District</li> <li>* Corp Yard Maintenance</li> </ul>
<b>Crew 2</b>	<b>1-Dec</b>	<b>8-Dec</b>	<b>15-Dec</b>	<b>22-Dec</b>
<b>Jose Ramirez</b>				
Truck # 56	<ul style="list-style-type: none"> <li>* Pump Rounds - Checked operation of all pumping plants</li> <li>* Cut and split wood at the Corp Yard</li> </ul>	<ul style="list-style-type: none"> <li>* Garbage &amp; Debris removal along the NEMDC</li> <li>* Attended annual flood fight training at the ARFCD</li> </ul>	<ul style="list-style-type: none"> <li>* Cut and split wood at the Corp Yard</li> <li>* Auto shop office upgrades</li> </ul>	<ul style="list-style-type: none"> <li>* Pump Rounds - Checked operation of all pumping plants</li> <li>* Garbage removal throughout the District</li> <li>* Corp Yard Maintenance</li> </ul>
<b>Crew 3</b>	<b>1-Dec</b>	<b>8-Dec</b>	<b>15-Dec</b>	<b>22-Dec</b>
<b>Taylor Tikalsky</b>				
Truck # 55	<ul style="list-style-type: none"> <li>* Placed access control boulders along Garden Hwy</li> <li>* Cut and split wood at the Corp Yard</li> </ul>	<ul style="list-style-type: none"> <li>* Garbage &amp; Debris removal along the NEMDC</li> <li>* Attended annual flood fight training at the ARFCD</li> </ul>	<ul style="list-style-type: none"> <li>* Cut and split wood at the Corp Yard</li> <li>* Auto shop office upgrades</li> <li>* Garbage removal throughout the District</li> </ul>	<ul style="list-style-type: none"> <li>* Pump Rounds - Checked operation of all pumping plants</li> <li>* Garbage removal throughout the District</li> <li>* Corp Yard Maintenance</li> </ul>
<b>Crew 4</b>	<b>1-Dec</b>	<b>8-Dec</b>	<b>15-Dec</b>	<b>22-Dec</b>
<b>Bryan Hall</b>				
Truck # 69	<ul style="list-style-type: none"> <li>* Unit #52 - Fuel and charging system repairs</li> <li>* Unit #69 - Air compressor repairs</li> <li>* Unit #37 - Electrical system diagnosis</li> <li>* Unit #58, #55, #6 and #60 - Smog Checks</li> <li>* Unit #6 - Fuel system repairs</li> <li>* Unit #58 - Diagnosed fuel leak</li> </ul>	<ul style="list-style-type: none"> <li>* Unit #46 - Leaf spring, and axle replacements</li> <li>* Unit #22 - Air system repairs</li> <li>* Annual flood fight training at the ARFCD</li> </ul>	<ul style="list-style-type: none"> <li>* Unit #22 - Tire replacements</li> <li>* Cleaned and organized shop</li> <li>* Auto shop office upgrades</li> </ul>	<ul style="list-style-type: none"> <li>* Auto shop office upgrades</li> <li>* Unit #46 - Leaf spring, and axle replacements</li> <li>* Repaired log splitter</li> <li>* Unit #39 - Battery Replacement</li> <li>* Corp Yard Maintenance</li> </ul>
<b>Crew 5</b>	<b>1-Dec</b>	<b>8-Dec</b>	<b>15-Dec</b>	<b>22-Dec</b>
<b>Ray Lewis</b>				
Truck: #58	<ul style="list-style-type: none"> <li>* Placed access control boulders along Garden Hwy</li> <li>* Attended pesticide applicators seminar in Stockton</li> <li>* Cut and split wood at the Corp Yard</li> </ul>	<ul style="list-style-type: none"> <li>* Garbage &amp; Debris removal along the NEMDC</li> <li>* Attended pesticide applicators seminar in Citris Heights</li> </ul>	<ul style="list-style-type: none"> <li>* Cut and split wood at the Corp Yard</li> <li>* Continuing education for applicators license</li> <li>* Garbage removal throughout the District</li> </ul>	<ul style="list-style-type: none"> <li>* Pump Rounds - Checked operation of all pumping plants</li> <li>* Garbage removal throughout the District</li> <li>* Corp Yard Maintenance</li> </ul>
<b>Crew 6</b>	<b>1-Dec</b>	<b>8-Dec</b>	<b>15-Dec</b>	<b>22-Dec</b>
<b>Oscar Mendoza</b>				
Truck #60	<ul style="list-style-type: none"> <li>* Cut and split wood at the Corp Yard</li> </ul>	<ul style="list-style-type: none"> <li>* Garbage &amp; Debris removal along the NEMDC</li> <li>* Attended annual flood fight training at the ARFCD</li> </ul>	<ul style="list-style-type: none"> <li>* Pump Rounds - Checked operation of all pumping plants</li> <li>* Cut and split wood at the Corp Yard</li> </ul>	<ul style="list-style-type: none"> <li>* Pump Rounds - Checked operation of all pumping plants</li> <li>* Garbage removal throughout the District</li> </ul>
<b>Crew 6</b>	<b>1-Dec</b>	<b>8-Dec</b>	<b>15-Dec</b>	<b>22-Dec</b>
<b>Mark Jenkins</b>				
Truck #60	<ul style="list-style-type: none"> <li>* Placed access control boulders along Garden Hwy</li> <li>* Cut and split wood at the Corp Yard</li> </ul>	<ul style="list-style-type: none"> <li>* Garbage &amp; Debris removal along the NEMDC</li> <li>* Attended annual flood fight training at the ARFCD</li> </ul>	<ul style="list-style-type: none"> <li>* Pump Rounds - Checked operation of all pumping plants</li> <li>* Cut and split wood at the Corp Yard</li> <li>* Haul materials from PP#4 to the Corp Yard</li> </ul>	<ul style="list-style-type: none"> <li>* Pump Rounds - Checked operation of all pumping plants</li> <li>* Garbage removal throughout the District</li> <li>* Corp Yard Maintenance</li> </ul>



## RECLAMATION DISTRICT NO. 1000

DATE: JANUARY 10, 2025

AGENDA ITEM NO. 4.3

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TITLE: District Counsel's Report – January 2025

SUBJECT: Update on Activities Since the December 2024 Board of Trustees Meeting

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**EXECUTIVE SUMMARY:**

Reclamation District No. 1000 (RD 1000; District) General Counsel, Rebecca Smith and/or Scott Shapiro to provide verbal report of work performed during the month of December 2024.

**ATTACHMENTS:**

None

**STAFF RESPONSIBLE FOR REPORT:**

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Kevin L. King, General Manager

Date: 01/06/2025





## RECLAMATION DISTRICT NO. 1000

DATE: JANUARY 10, 2025

AGENDA ITEM NO. 5.1

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**TITLE:** Approval of Minutes

**SUBJECT:** Approval of Minutes from December 19, 2024 Regular Board Meeting

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**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 discussions, and the Board's actions. Staff recommends Board approval of meeting minutes from the following Board Meeting:

- December 19, 2024 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 demonstrate a need for confidentiality. Reclamation District No. 1000 documents meetings of the Board of Trustees through Board Minutes to further comply with transparency.

**RECOMMENDATION:**

Staff recommends the Board approve the Minutes of the following Board Meeting:

- December 19, 2024 Regular Board Meeting (Attachment No. 1)

**ATTACHMENTS:**

1. December 19, 2024 Regular Board Meeting

**STAFF RESPONSIBLE FOR REPORT:**

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

Date: 01/06/2025

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

Date: 01/06/2025



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## RECLAMATION DISTRICT NO. 1000 BOARD OF TRUSTEES

FRIDAY, DECEMBER 19, 2024  
MEETING MINUTES

Members of the Board of Trustees and the public participated in this meeting in person. Present were Board President Elena Lee Reeder, Board Vice President Thomas Gilbert, Trustee Thomas Smith, Trustee Nick Avdis, Trustee Eva Hill, General Manager Kevin King, General Counsel Scott Shapiro, Operations Manager Gabriel Holleman, Administrative Services Manager Joleen Gutierrez and Administrative Assistant Christina Forehand.

### PRELIMINARY

#### 1.1. Call Meeting to Order

Board President Lee Reeder Called the meeting to order.

#### 1.2. Roll Call

PRESENT: Trustee Lee Reeder, Avdis, Gilbert, Hill, and Smith.

ABSENT: Trustee Bains, Perez

#### 1.3. Approval of Agenda

MOVED/SECOND: Trustee Avdis/Gilbert

AYES: Trustee Lee Reeder, Avdis, Gilbert, and Smith

NOES: None

ABSTAIN: None

ABSENT: Trustee Bains, Perez

ACTION: The motion to approve the December 19, 2024, Board Meeting agenda is approved.

#### 1.4. Pledge of Allegiance

Trustee Avdis led the Pledge of Allegiance.

#### 1.5. Oath of Office – Trustees Nick Avdis, Thom Gilbert, Eva Hill & Tom Smith

Board President Elena Lee Reeder administered the Oath of Office for the swearing-in of Trustee Nick Avdis, Trustee Thom Gilbert, Trustee Eva Hill, and Trustee Tom Smith.

1.6. Election of Board President and Vice President

The Board elected to maintain Trustee Elena Lee Reeder as Board President and Trustee Thomas M. Gilbert as Vice President.

MOVED/SECOND: Trustee Avdis/Trustee

AYES: Trustee Lee Reeder, Gilbert, Avdis, Hill, Smith

NOES: None

ABSENT: Trustee Bains, Perez

ABSTAIN: None

ACTION: The motion to maintain the current Board President and Vice President is approved

1.7. Designation of Board Secretary

The Board elected to maintain ASM Joleen Gutierrez as Board Secretary.

MOVED/SECOND: Trustee Avdis/Trustee Smith

AYES: Trustee Lee Reeder, Gilbert, Avdis, Hill, Smith

NOES: None

ABSENT: Trustee Bains, Perez

ABSTAIN: None

ACTION: The motion to maintain the current Board Secretary is approved

1.8. Conflict of Interest

There were no conflicts of interest identified.

**2. PRESENTATIONS**

No presentations were scheduled.

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

There were no public comments during the meeting or received before the meeting.

**4. INFORMATIONAL ITEMS**

4.1. GENERAL MANAGER'S REPORT:

General Manager Kevin King provided a verbal update on District activities.

Flood Season/NLIP

GM King informed the Board that flood season is in swing with one minor rain event thus far. The majority of the pumping plants are fully operational with only Pumping Plant 4 currently offline due to the Army Corps work on the Natomas Levee Improvement Project. He anticipates it will be offline for one more year.

GM King also updated the Board that they are currently in the process of scheduling the work along Garden Highway in Reach A which will include work on Pumping Plants 1A and 1B across from the District Office.

Trustee Tom Smith inquired about Pumping Plant 8 having one pump down and what capacity that would impact the plants pumping ability. OM Holleman responded that one pump accounted for less than ten percent of pumping capacity.

#### Outreach

GM King informed the Board that the Holiday Tree Lighting event with the Natomas Chamber of Commerce was a success and felt that the District's efforts over the last several years has really increased community awareness of the District and its mission. GM King also thanked ASM Gutierrez for her efforts in organizing community outreach events and providing outreach materials which are well received by community members.

#### 4.2. OPERATIONS MANAGER'S REPORT:

##### Encampments

Operations Manager Gabe Holleman provided an update on the District's efforts to address encampment issues throughout the area. There has been some community concern about encampments impeding the District's access roads, however, GM King stated that the encampments are not currently impacted.

Trustee Tom Smith asked if there has been an increase or decrease in the amount of encampments. OM Holleman stated that there has neither been an increase or decrease in the amount of unhoused, however, the larger encampments have broken into smaller encampments and have spread out more throughout the District.

Trustee Thom Gilbert noted a discrepancy in the I Street Bridge levels which indicated the river levels were significantly above flood stage for one day. OM Holleman informed the Board that it was an error in the report.

#### 4.3. DISTRICT COUNSEL'S REPORT:

District Counsel Scott Shapiro verbally updated her activities in the past month.

### 5. CONSENT CALENDAR

*The Board considers all Consent Calendar items to be routine and will adopt them in one motion. These items will not be discussed 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.*

GM King informed the Board that he had moved funds from the California Class into the District's River City Bank Money Market Account based on current investment yields.

MOVED/SECOND: Trustee Avdis/Smith

AYES: Trustee Lee Reeder, Avdis, Gilbert, Hill, Smith

NOES: None

ABSENT: Trustee Bains, Perez

ABSTAIN: None

ACTION: The motion to approve the Consent Calendar items 5.1 - 5.5 is approved.

- 5.1. APPROVAL OF MINUTES: Approval of Minutes from the November 8, 2024 Board Meeting.
- 5.2. TREASURER'S REPORT: Approve Treasurer's Report for November 2024.
- 5.3. EXPENDITURE REPORT: Review and Accept Report for November 2024.
- 5.4. BUDGET TO ACTUAL REPORT: Review and Accept Report for November 2024.
- 5.5. INVESTMENT REPORT: Review and Accept Report for November 2024.

## **6. SCHEDULED ITEMS**

- 6.1. AUDITED FINANCIAL STATEMENTS: Review and Receive the Audited Financial Statements for Fiscal Year End June 30, 2024.

GM King provided a brief overview of the annual audit informing the Board that the District's Auditor of three years provided a clean unaudited opinion, which is the highest standard a government audit can receive. He thanked the staff for their efforts in working with the Auditor and District Accountant. GM King also informed the Board that based on the recommendations of the Auditor in the previous year, the District had implemented several financial policies, including an updated investment policy, credit card policy, and purchasing policy.

MOVED/SECOND: Trustee Smith/ Trustee Gilbert

AYES: Lee Reeder, Avdis, Gilbert, Hill, Smith

NOES: None

ABSENT: Trustee Bains, Perez

ABSTAIN: None

ACTION: The motion to receive and file the FY 2023-2024 Audit Report is approved.

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

- 7.1. BOARD ACTIVITY:

Committee Meetings Since Last Board Meeting

- Finance Committee (Gilbert, Avdis & Barandas) November 26, 2024
- Executive Committee (Lee Reeder & Gilbert) December 4, 2024

## **8. CLOSED SESSION**

- 8.1. CONFERENCE WITH LEGAL COUNSEL – Anticipated Litigation (Pursuant to Gov. Code § 54956.9(d)(4).) Number of Cases: (1) Brookman Security Services

**9. REPORT FROM CLOSED SESSION**

- 9.1. REPORT ON CLOSED SESSION: Report on any reportable action taken by the Board during Closed Session.

General Counsel Scott Shapiro reported that no action was taken during Closed Session. It is the recommendation of Counsel to deny the claim.

- 9.2. CONSIDER APPROVING, DENYING, OR TAKING NO ACTION ON BROOKMAN SECURITY SERVICES CLAIM.

Trustee Nick Avdis stated he did not believe the claim had merit and made the motion to deny the claim.

MOVED/SECOND: Trustee Avdis/Gilbert

AYES: Trustee Avdis, Gilbert, Smith, Lee Reeder, Hill

NOES: None

ABSENT: Trustee Bains, Perez

ABSTAIN: None

ACTION: The motion to adjourn the meeting is approved.

**10. ADJOURN**

MOVED/SECOND: Trustee Smith/Hill

AYES: Trustee Avdis, Gilbert, Smith, Lee Reeder, Hill

NOES: None

ABSENT: Trustee Bains, Perez

ABSTAIN: None

ACTION: The motion to adjourn the meeting is approved.



**RECLAMATION DISTRICT NO. 1000**

**DATE: JANUARY 10, 2025**

**AGENDA ITEM NO. 5.2**

**TITLE: Treasurer’s Report**

**SUBJECT: Approve Treasurer's Report for December 2024**

**EXECUTIVE SUMMARY:**

This Staff Report aims 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 attached report provides monthly beginning and ending balances for operations and maintenance cash flow. It includes the current month’s receipts, fund-to-fund transfers, accounts payable, and payroll. The Treasurer’s Report also features notable fund and cash flow items for December 2024.

The District maintains funds in the California State Controller Local Agency Investment Fund (LAIF), the Sacramento County Treasurer, and River City Bank. In the fiscal year 2024-2025, the District will primarily rely on levied property assessments and the newly approved Stormwater Fee for its income. Sacramento and Sutter County property tax bills collect these assessments and fees.

The Board of Trustees approves a resolution annually that designates 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. In contrast, 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 December 2024 Treasurer's Report.

**ATTACHMENTS:**

1. Treasurer's Report December 2024

**STAFF RESPONSIBLE FOR REPORT:**

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

Date: 01/06/2025

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

Date: 01/06/2025

Reclamation District 1000  
Treasurer's Report  
December 2024

Treasurer's Report for December 2024

December 2024		Ending Balance @ 12/31/24
<b>Total Funds at 12/31/24</b>		<b>8,341,282.41</b>
River City Operating*	Included in O&M cash flow below	(182,316.78)
River City Money Market	Included in O&M cash flow below	5,462,219.76
River City Grants	Included in O&M cash flow below	476,762.78
Sacramento County Treasurer		468,016.96
Sacramento County Treasurer - Stormwater Fund		20,343.00
State Treasurer - Local Agency Investment Fund		1,264,242.70
California Class		529,192.64
City of Sacramento - Pool A		302,821.35

December 2024 - Operations and Maintenance Cash Flow	River City Operating	River City Money Market	River City Grants	Combined O&M
<b>Beginning Balance at 12/1/24</b>	156,393.89	5,462,219.76	476,762.78	6,095,376.43
Transfers from RCB money market account	-	-	-	0.00
Transfers to RCB operating account	-	-	-	0.00
Current months receipts	107,273.55	-	-	107,273.55
Monthly interest	-	-	-	0.00
Accounts Payable*	(346,007.70)	-	-	(346,007.70)
Payroll	(99,976.52)	-	-	(99,976.52)
<b>Ending Balance at 12/31/24</b>	<b>(182,316.78)</b>	<b>5,462,219.76</b>	<b>476,762.78</b>	<b>5,756,665.76</b>

\*See Attached Check Register

At the time of creating this report, the bank statements were not available to record all bank transfers.

Current months receipts are made up of the following

Department of Water Resources	79,036.81
Scrap metal sales	75.87
Employee reimbursement	22.40
City of Sacramento Fire Department	6,227.15
Credit card incentive payment	122.92
Developer receipts	20,000.00
Vendor refunds	1,788.40
<b>Total</b>	<b>107,273.55</b>





## RECLAMATION DISTRICT NO. 1000

DATE: JANUARY 10, 2025

AGENDA ITEM NO. 5.3

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TITLE: Expenditure Report

SUBJECT: Review and Accept Reports for December 2024

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### EXECUTIVE SUMMARY:

This Staff Report informs the Board of monthly expenditures and explains any expenses outside the usual course of business. Staff recommends that the Board review and accept the Expenditure Report for December 2024.

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) notes a few items: a total of \$51,686 for Allied Universal for security services, \$15,550 for Richardson & Co for the annual audit, \$68,250 for Emerald Site Services for FMAP vegetation management work, and \$52,071 for PCF Insurance for the quarterly liability insurance payment.

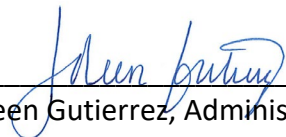
### RECOMMENDATION:

Staff recommends that the Board review and accept the Expenditure Reports for December 2024.

### ATTACHMENTS:

1. December 2024 Expenditure Report

### STAFF RESPONSIBLE FOR REPORT:

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

Date: 01/06/2025

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

Date: 01/06/2025

## December 2024 Expenditure Report – O&M

Date	Transaction Type	Num	Name	Memo/Description	Debit	Credit	Balance
Beginning Balance							156,393.89
12/01/2024	Journal Entry	594		Reverse refund for prior year duplicate payment	249.00		156,642.89
12/01/2024	Journal Entry	593		Reverse refund for prior year duplicate payment	982.15		157,625.04
12/01/2024	Bill Payment (Check)	EFT101782	Cal Pers			11,464.25	146,160.79
12/02/2024	Bill Payment (Check)	52873	Roth Staffing Services			2,994.55	143,166.24
12/02/2024	Bill Payment (Check)	52872	Roth Staffing Services			2,486.47	140,679.77
12/03/2024	Bill Payment (Check)	52874	Aqua Terra LLC			36,000.00	104,679.77
12/03/2024	Bill Payment (Check)	EFT101783	Cal Pers			1,280.66	103,399.11
12/03/2024	Bill Payment (Check)	EFT101785	Waste Management of Sacramento			1,147.88	102,251.23
12/03/2024	Bill Payment (Check)	52877	Blue Ribbon Maintenance			895.00	101,356.23
12/03/2024	Bill Payment (Check)	52875	Verizon Connect Fleet USA LLC			632.95	100,723.28
12/03/2024	Bill Payment (Check)	EFT101775	Airgas NCN	2140381		518.21	100,205.07
12/03/2024	Bill Payment (Check)	52878	Carson Landscape Industries	1080		360.00	99,845.07
12/03/2024	Bill Payment (Check)	EFT101786	Waste Management of Sacramento			279.02	99,566.05
12/03/2024	Bill Payment (Check)	52879	Streamline			249.00	99,317.05
12/03/2024	Bill Payment (Check)	EFT101779	T-Mobile	987329339		217.46	99,099.59
12/03/2024	Bill Payment (Check)	52876	CA Central Valley Flood Control Assoc.			195.00	98,904.59
12/03/2024	Bill Payment (Check)	EFT101776	PG&E			136.77	98,767.82
12/03/2024	Bill Payment (Check)	EFT101767	Alhambra & Sierra Springs	33167566169212		121.27	98,646.55
12/03/2024	Bill Payment (Check)	EFT101780	Napa Auto Parts	20906137		118.56	98,527.99
12/03/2024	Bill Payment (Check)	EFT101773	Cintas			117.45	98,410.54
12/03/2024	Bill Payment (Check)	EFT101774	Cintas			116.37	98,294.17
12/03/2024	Bill Payment (Check)	EFT101768	City of Sacramento			103.00	98,191.17
12/03/2024	Bill Payment (Check)	EFT101769	City of Sacramento			87.15	98,104.02
12/03/2024	Bill Payment (Check)	EFT101771	City of Sacramento			74.16	98,029.86
12/03/2024	Bill Payment (Check)	EFT101770	City of Sacramento			64.72	97,965.14
12/03/2024	Bill Payment (Check)	EFT101781	Napa Auto Parts	20906137		56.01	97,909.13
12/03/2024	Bill Payment (Check)	EFT101784	City of Sacramento			53.04	97,856.09
12/03/2024	Bill Payment (Check)	EFT101772	City of Sacramento			19.12	97,836.97
12/04/2024	Bill Payment (Check)	52883	Allied Universal			20,014.67	77,822.30
12/04/2024	Bill Payment (Check)	52884	Allied Universal			16,627.93	61,194.37
12/04/2024	Bill Payment (Check)	52882	Allied Universal			15,042.62	46,151.75
12/04/2024	Bill Payment (Check)	52880	Roth Staffing Services			2,475.20	43,676.55

12/04/2024	Bill Payment (Check)	52885	Kjeldsen, Sinnock & Neudeck, Inc.		1,722.28	41,954.27
12/04/2024	Bill Payment (Check)	52881	Smile Business Products	103404	92.42	41,861.85
12/04/2024	Bill Payment (Check)	52886	Pape Machinery		32.95	41,828.90
12/05/2024	Journal Entry	585		12/5/24 payroll	36,145.29	5,683.61
12/05/2024	Journal Entry	585		12/5/24 payroll	15,725.52	-10,041.91
12/05/2024	Bill Payment (Check)	52887	Hannibal's Catering & Events		1,427.41	-11,469.32
12/05/2024	Bill Payment (Check)	52888	Carson Landscape Industries	1080	940.00	-12,409.32
12/06/2024	Payment		City of Sac - Fire		6,227.15	-6,182.17
12/06/2024	Journal Entry	592		Credit card incentive payment for calendar 2024 Q3	122.92	-6,059.25
12/06/2024	Bill Payment (Check)	52890	Richardson & Company LLP		15,550.00	-21,609.25
12/06/2024	Bill Payment (Check)	52891	Robert G Merritt		4,465.00	-26,074.25
12/06/2024	Bill Payment (Check)	52889	ACWA JPIA	204	1,929.76	-28,004.01
12/09/2024	Bill Payment (Check)	52893	J Franko Electric		3,778.35	-31,782.36
12/09/2024	Bill Payment (Check)	52894	J Franko Electric		666.60	-32,448.96
12/09/2024	Bill Payment (Check)	52895	Verizon Connect Fleet USA LLC		632.95	-33,081.91
12/09/2024	Bill Payment (Check)	52899	Municipal Maintenance Equipment		398.72	-33,480.63
12/09/2024	Bill Payment (Check)	52901	Grow West	105860	379.68	-33,860.31
12/09/2024	Bill Payment (Check)	52900	Bare Bones Workwear	111001273	319.27	-34,179.58
12/09/2024	Bill Payment (Check)	52898	Pape Machinery		251.73	-34,431.31
12/09/2024	Bill Payment (Check)	52892	J Franko Electric		240.00	-34,671.31
12/09/2024	Bill Payment (Check)	EFT101787	Napa Auto Parts	20906137	177.32	-34,848.63
12/10/2024	Bill Payment (Check)	52904	Emerald Site Services, Inc		68,250.00	103,098.63
12/10/2024	Bill Payment (Check)	52905	Loewen Pump Maintenance		9,545.00	112,643.63
12/10/2024	Bill Payment (Check)	52907	Scandia Trucking		9,348.75	121,992.38
12/10/2024	Bill Payment (Check)	52906	Nordic Industries, Inc.	4616	7,321.10	129,313.48
12/10/2024	Bill Payment (Check)	52903	State Water Resources Control Board		3,630.00	132,943.48
12/10/2024	Bill Payment (Check)	52909	UBEO		1,500.00	134,443.48
12/10/2024	Bill Payment (Check)	EFT101788	Cal Pers		1,300.00	135,743.48
12/10/2024	Bill Payment (Check)	52908	Blankenship & Associates, Inc.		1,141.30	136,884.78
12/10/2024	Bill Payment (Check)	52910	Roth Staffing Services		928.20	137,812.98
12/10/2024	Bill Payment (Check)	52902	Appeal - Democrat		216.00	138,028.98
12/10/2024	Bill Payment (Check)	EFT101789	Cintas		129.81	138,158.79
12/11/2024	Bill Payment (Check)	EFT101790	City of Sacramento		189.58	138,348.37
12/12/2024	Bill Payment (Check)	52912	AT&T	9391052144	2,668.51	141,016.88
12/12/2024	Bill Payment (Check)	52911	Verizon	972466087-00001	398.92	141,415.80
12/12/2024	Bill Payment (Check)	52913	Green Light Termite and Pest	212000	85.00	141,500.80
12/13/2024	Journal Entry	603		Developer receipt for Panhandle 180	20,000.00	121,500.80
12/13/2024	Bill Payment (Check)	52915	Larsen Wurzel & Associates		1,717.75	123,218.55

12/13/2024	Bill Payment (Check)	52914	Municipal Resources Group		1,250.00	124,468.55	-
12/15/2024	Journal Entry	596		12/15/24 payroll activity	33,863.82	158,332.37	-
12/15/2024	Journal Entry	596		12/15/24 payroll activity	14,241.89	172,574.26	-
12/17/2024	Bill Payment (Check)	52916	Brookman Protection Services, Inc.	Inv 24-204	15,120.00	187,694.26	-
12/17/2024	Bill Payment (Check)	52919	Security & Asset Management, LP	Inv 5273083	6,354.01	194,048.27	-
12/17/2024	Bill Payment (Check)	EFT3925711793	Interstate Oil Company	41-0068266	5,534.46	199,582.73	-
12/17/2024	Bill Payment (Check)	52920	US Bank Corp	Acct Ending 5312	3,394.53	202,977.26	-
12/17/2024	Bill Payment (Check)	52918	Roth Staffing Services	Inv 16233571	2,210.00	205,187.26	-
12/17/2024	Bill Payment (Check)	52917	County of Sacramento - Municipal Services	Inv 76787	451.70	205,638.96	-
12/20/2024	Journal Entry	598		Reimbursement from G. Holleman for travel meals	22.40	205,616.56	-
12/20/2024	Bill Payment (Check)	52921	PCF Insurance Services	Inv 1077885, 948582, 948538	52,071.00	257,687.56	-
12/20/2024	Bill Payment (Check)	52922	US Bank Corp	US Bank Acct Ending 1282, 1506	4,299.15	261,986.71	-
12/30/2024	Journal Entry	599		Scrap metal sales to Sims	75.87	261,910.84	-
12/30/2024	Journal Entry	600		Refund from 4 Imprint Unknown receipt from Dept. of Water Resources	557.25	261,353.59	-
12/30/2024	Journal Entry	601		Unknown receipt from Dept. of Water Resources	32,920.63	228,432.96	-
12/30/2024	Journal Entry	601		Unknown receipt from Dept. of Water Resources	46,116.18	182,316.78	-
					<b>\$107,273.55</b>	<b>\$445,984.22</b>	
					<b>\$107,273.55</b>	<b>\$445,984.22</b>	
					<b>\$107,273.55</b>	<b>\$445,984.22</b>	

#### Net Activity

Receipts	107,273.55
Vendor Payments	-346,007.70
Payroll	-99,976.52

**-338,710.67**

At the time of creating this report, the bank statements were not available to record all bank transfers.



## RECLAMATION DISTRICT NO. 1000

DATE: JANUARY 10, 2025

AGENDA ITEM NO. 5.4

---

**TITLE:** Budget to Actual Report

**SUBJECT:** Review and Accept Report for December 2024

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**EXECUTIVE SUMMARY:**

The Budget to Actual report provides a monthly snapshot of how well the district meets its budget goals for the fiscal year. The monthly 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 below.

Attachment 1 provides a report for the month ending December 2024. The most significant administrative expenditures to date include annual workers' compensation insurance, property taxes, mitigation land expenses, district audit, and annual memberships. The most significant Operations expenditures include Engineering/Technical Consultants, Temporary Administration, and Misc/Other due to FSRP expenses.

**BACKGROUND:**

Annually, the Board of Trustees adopts the district's annual budget in June. Typically, three board committees review the draft budget prepared by staff. 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 regarding 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 review and thirty days later for adoption at a regular Board meeting.

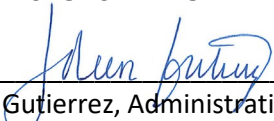
**RECOMMENDATION:**

Staff recommends the Board review and accept the Budget to Actual Report for December 2024.

**ATTACHMENTS:**

1. Budget to Actual Report December 2024

**STAFF RESPONSIBLE FOR REPORT:**

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

Date: 01/06/2025

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

Date: 01/06/2025

**Reclamation District No. 1000**  
**Budget to Actual Comparison**  
**July 1, 2024 to December 31, 2024 (Six Months Ending of Fiscal 2025)**

	Year to Date July 1, 2024 to December 31, 2024	Budget	Percent of Budget
<b>Operation &amp; Maintenance Income</b>			
Property Assessments	11,674	4,070,141	0.29%
Rents	12,454	24,000	51.89%
Interest Income	140,563	154,919	90.73%
SAFCA - O/M Assessment	-	1,485,909	0.00%
Misc Income	448,899	3,484,683	12.88%
FMAP Grant	-	442,900	0.00%
FEMA/OES Reimbursement	7,282	3,745,966	0.19%
<b>Total</b>	<b>620,872</b>	<b>13,408,518</b>	<b>4.63%</b>
<b>Restricted Fund</b>			
Metro Airpark Groundwater Pumping	-	40,000	0.00%
<b>Total Combined Income</b>	<b>620,872</b>	<b>13,448,518</b>	<b>4.62%</b>
<b>Administration, Operations and Maintenance - Expenses</b>			
<b>Administration</b>			
Government Fees/Permits	381	36,950	1.03%
Legal	39,207	102,500	38.25%
Liability/Auto Insurance	159,722	415,000	38.49%
Office Supplies	2,478	25,000	9.91%
Computer Costs ( Information Technology)	13,727	42,600	32.22%
Accounting/Audit	40,975	63,000	65.04%
Admin. Services	12,158	25,250	48.15%
Utilities (Phone/Water/Sewer)	14,820	32,850	45.11%
Mit. Land Expenses	5,205	5,500	94.64%
Administrative Consultants	42,371	101,500	41.74%
Assessment/Property Taxes (SAFCA - CAD)	12,803	20,000	64.02%
Admin - Misc./Other Expenses	2,489	6,250	39.82%
Memberships	44,478	43,215	102.92%
Office Maintenance & Repair	12,354	35,961	34.35%
Payroll Service	1,231	4,500	27.36%
Public Relations	8,871	90,000	9.86%
Small Office & Computer Equipment	-	20,750	0.00%
Election	-	121,000	0.00%
Conference/Travel/Professional Development	5,861	50,000	11.72%
Unbudgeted Administration	7,218	-	N/A
<b>Sub Total</b>	<b>426,349</b>	<b>1,241,826</b>	<b>34.33%</b>
<b>Personnel/Labor</b>			
Wages	683,254	1,358,830	50.28%
Group Insurance	66,943	159,298	42.02%
Worker's Compensation Insurance	32,835	40,000	82.09%
OPEB - ARC	-	84,724	0.00%
Dental/Vision/Life	12,820	24,079	53.24%
Payroll Taxes	49,279	101,912	48.35%
Pension	131,420	422,969	31.07%
Continuing Education	2,285	10,000	22.85%
Trustee Fees	12,600	25,000	50.40%
Annuitant Health Care	44,284	70,930	62.43%
<b>Sub Total</b>	<b>1,035,720</b>	<b>2,297,742</b>	<b>45.08%</b>

Operations

Power	215,777	458,032	47.11%	
Supplies/Materials	13,260	23,000	57.65%	
Herbicide	-	160,000	0.00%	
Fuel	34,094	82,917	41.12%	
Field Services	118,748	236,500	50.21%	
Field Operations Consultants	7,899	16,500	47.87%	
Equipment Rental	-	5,000	0.00%	
Refuse Collection	22,580	50,000	45.16%	
Equipment Repair/Service	12,742	30,000	42.47%	
Equipment Parts/Supplies	16,242	35,000	46.41%	
Facility Repairs	261,303	5,171,861	5.05%	
Shop Equipment (not vehicles)	-	27,500	0.00%	
Field Equipment	185	9,500	1.95%	
Misc/Other 2 (FSRP Grant)	562,743	4,500	12505.40%	A
Utilities - Field	12,946	21,876	59.18%	
Government Fees/Permits - Field	5,696	11,500	49.53%	
<b>Sub Total</b>	<b>1,284,215</b>	<b>6,343,686</b>	<b>20.24%</b>	
<b>Equipment</b>				
Equipment	117,538	530,000	22.18%	
<b>Sub Total</b>	<b>117,538</b>	<b>530,000</b>		
<b>Consulting/Contracts/Memberships</b>				
Engineering/Technical Consultants	86,449	99,000	87.32%	
Security Patrol	72,939	270,000	27.01%	
Temporary Admin	36,311	7,500	484.15%	
<b>Sub Total</b>	<b>195,699</b>	<b>376,500</b>	<b>51.98%</b>	
<b>FMAP Expenditures</b>				
LOI/SWIF (Consultants)	23,584	-	Not budgeted	
Equipment	-	-	Not budgeted	
Operations & Maintenance (Field)	353,929	442,900	79.91%	
Administrative	-	-	Not budgeted	
<b>Sub Total</b>	<b>377,513</b>	<b>442,900</b>	<b>85.24%</b>	
<b>Total A, O &amp; M Expenses</b>	<b>3,437,034</b>	<b>11,232,654</b>	<b>30.60%</b>	
<b>Capital Expenses</b>				
Capital Office Upgrades	-	30,000	0.00%	
Capital Facilities	84,981	4,650,000	1.83%	
<b>Sub Total</b>	<b>84,981</b>	<b>4,680,000</b>	<b>1.82%</b>	
<b>Total All Expenditures</b>	<b>3,522,015</b>	<b>15,912,654</b>	<b>22.13%</b>	

A Included in Misc/Other 2 is the cost of the gravel roadway project of \$536,680





## RECLAMATION DISTRICT NO. 1000

DATE: JANUARY 10, 2025

AGENDA ITEM NO. 5.5

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TITLE: Investment Report

SUBJECT: Monthly District Investment Report – December 2024

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### INTRODUCTION:

The Monthly Investment Report informs the Board of the District's investment activity to ensure alignment with the District's Investment Policy, focusing on "Security, Liquidity, and Yield."

The monthly investment reporting lags by one month due to the release timing of monthly yields for all investment accounts.

### EXECUTIVE SUMMARY:

#### 1. Investment Holdings Summary:

The District holds investment funds in Sacramento City Pool A, Sacramento County Treasury, LAIF, California Class, and River City Bank.

#### 2. Performance Metrics:

City Pool A distributes the lowest yield during this reporting period and the second-highest fee structure at .26% basis points. The Pool's most recent monthly yield reported is 2.73% for December 2024.

Sacramento County Treasury's month-over-month yield is unavailable during this reporting period. Yields are expected to be slightly lower, with a dip comparable to other monthly fluctuating pooled funds. The County Treasury maintains the third-lowest management fee structure at .06% basis points.

LAIF distributed a monthly reporting yield of 4.434% in December, lower than the previous month's 4.480%. LAIF has the highest monthly management fee structure at .34% basis points.

The California Class is down, with a monthly yield of 4.634%, down from 4.827% the previous month. CA Class offers a steady 0.1% management fee.

River City Bank's monthly yield remains steady at 4.99%, the highest investment yield the district receives with zero management fees.

#### 3. Compliance and Policy Adherence:

The District's investments adhere to the District's investment policy.

The District invests in the County Treasury, LAIF, and Sacramento City Pool. Additionally, the District holds funds in stable money market accounts with California Class and River City Bank.

**INFORMATIONAL:**

Since the December Board Meeting, the Administrative Services and General Manager have closely monitored pooled fund accounts. Staff may recommend rebalancing funds once the district receives its first Installment and teeter payments from the county.

**RECOMMENDATION:**

Staff recommend that the Board review the attached Investment Report. Economic conditions should continue to be closely monitored.

**ATTACHMENTS:**

1. Monthly Investment Report (December 2024)

Note: The “current reporting yield” may be one month behind. Because of this, it may not accurately represent the actual to-date yield or account balances for the “current reporting period.”

**STAFF RESPONSIBLE FOR REPORT:**

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

Date: 01/06/2025

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

Date: 01/06/2025

# Investment Report (December 2024)

FY 24/25	City Pool A Reported Interest	Sacramento County Treasury	LAIF	CA Class (Prime)	River City Bank**
Average Reported Interest	2.90%	4.670%	4.379%	5.259%	4.990%

12/31/2024	2.730%	Unavailable	4.434%	4.634%	4.990%
11/30/2024	2.840%	4.333%	4.480%	4.827%	4.990%
10/31/2024	2.850%	4.369%	4.518%	5.004%	4.990%
9/30/2024	2.990%	4.558%	4.575%	5.260%	4.990%
8/31/2024	3.000%	4.597%	4.579%	5.407%	4.990%
7/31/2024	3.070%	4.714%	4.516%	5.420%	4.990%
6/30/2024	3.050%	4.744%	4.480%	5.401%	4.990%
5/31/2024	2.930%	4.753%	4.332%	5.394%	4.990%
4/30/2024	2.870%	4.788%	4.272%	5.405%	4.990%
3/31/2024	2.760%	4.792%	4.232%	5.421%	4.990%
2/29/2024	2.900%	4.867%	4.122%	5.439%	4.990%
1/31/2024	2.790%	4.861%	4.012%	5.498%	4.990%
Management Fees (Basis Points)	0.26%	0.06%	0.34%*	0.1%	0%



## RECLAMATION DISTRICT NO. 1000

DATE: JANUARY 10, 2025

AGENDA ITEM NO. 5.6

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**TITLE:** Receive and File

**SUBJECT:** Receive and File Sacramento County Annual Investment Policy of the Pooled Investment Fund – Calendar Year 2025.

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**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 2025.

**FINANCIAL IMPACT:**

None

**ATTACHMENTS:**

1. Sacramento County Annual Investment Policy of the Pooled Investment Fund – Calendar Year 2025.

**STAFF RESPONSIBLE FOR REPORT:**

A handwritten signature in blue ink, appearing to read "Kevin L. King".

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Kevin L. King, General Manager

Date: 01/06/2024



# **SACRAMENTO COUNTY**

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

### **CALENDAR YEAR 2025**

*Approved by the  
Sacramento County Board of Supervisors*

December 3, 2024  
Resolution No. 2024-0908

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SACRAMENTO COUNTY  
**Annual Investment Policy**  
**of the Pooled Investment Fund**  
CALENDAR YEAR 2025

**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) and similarly-sized California county pools will be used as performance benchmarks.

**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) deposits, 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</p> <p>Moody's:   P-2</p> <p>Fitch:       F-2       <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.....	270 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 Group 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 include par value and any interest earnings in the Pooled Investment Fund on the date of the withdrawal.

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

In accordance with California Government Code Section 27133(d), this Policy establishes limits for the Director of Finance; individuals responsible for management of the portfolios; and members of the Investment Group and Review Group who direct individual investment decisions, select individual investment advisors and broker/dealers, and conduct day-to-day investment trading activity. The limits also apply to members of the Oversight Committee. Any individual who receives an aggregate total of gifts, honoraria and gratuities in excess of \$50 in a calendar year from a broker/dealer, bank or service provider to the Pooled Investment Fund must report the gifts, dates and firms to the designated filing official and complete the appropriate State forms.

No individual may receive aggregate gifts, honoraria, and gratuities from any single source in a calendar year in excess of the amount specified in Section 18940.2(a) of Title 2, Division 6 of the California Code of Regulations. This limitation is \$590 for the period January 1, 2023, to December 31, 2024. The limitation for January 1, 2025, to December



31, 2026, will be amended to reflect biennial cost of living adjustments by the State Fair Political Practices Commission by January 2025. Any violation must be reported to the State Fair Political Practices Commission.

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

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

# Appendix A

## Comparison and Interpretation of Credit Ratings

<b>Long Term Debt &amp; Individual Bank Ratings</b>			
<b>Rating Interpretation</b>	<b>Moody's</b>	<b>S&amp;P</b>	<b>Fitch</b>
<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

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

# Appendix A

## Short Term / Commercial Paper Investment Grade Ratings

Rating Interpretation	Moody's	S&P	Fitch
<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: JANUARY 10, 2025

AGENDA ITEM NO. 5.7

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**TITLE:** Annual Banking Authorization (Sacramento County)

**SUBJECT:** Review and Consider Adoption of Resolution No. 2025-01-01 Authorizing Officers and Trustees as Signatories to the Operations and Maintenance Funds held by Sacramento County Treasurer.

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**EXECUTIVE SUMMARY:**

Reclamation District No. 1000 is required to adopt and file a new Banking Resolution with the Sacramento County Treasurer annually authorizing Officers and Trustees as Signatories to the Operations and Maintenance Fund, a revolving Fund held by the Sacramento County Treasurer. Resolution No. 2025-01-01 (Attachment 1) has been prepared to fulfill this requirement.

**BACKGROUND:**

The California Water Code allows the Board to create a revolving fund for paying expenses. The District maintains an O/M Revolving Fund with the County of Sacramento. Annually, the Board is required to adopt and file a new Banking Resolution with the Sacramento County Treasurer. The attached Resolution 2025-01-01 sets forth account terms as well as use parameters.

**RECOMMENDATION:**

Staff recommends that the Board of Trustees adopt Resolution 2025-01-01, Authorizing Officers and Trustees as Signatories to the Operations and Maintenance Funds held by the Sacramento County Treasurer.

**FINANCIAL IMPACT:**

None.

**ATTACHMENTS:**

1. Resolution No. 2025-01-01 Authorizing Officers and Trustees as Signatories to the Operations and Maintenance Funds held by Sacramento County Treasurer.

**STAFF RESPONSIBLE FOR REPORT:**

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Kevin L. King, General Manager

Date: 01/06/2025



**RECLAMATION DISTRICT NO. 1000**  
**RESOLUTION NO. 2025-01-01**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF RECLAMATION DISTRICT NO. 1000  
AUTHORIZING OFFICERS AND TRUSTEES AS SIGNATORIES TO THE OPERATIONS AND  
MAINTENANCE FUNDS HELD BY SACRAMENTO COUNTY TREASURER.**

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 January 2025, the following resolution was approved and adopted:

**WHEREAS**, Reclamation District No. 1000 maintains an Operation and Maintenance Fund held by the Sacramento County Treasurer; and

**WHEREAS**, Reclamation District No. 1000 also maintains a Revolving Fund pursuant to Water Code Section 50657; and Reclamation District No. 1000 assumes responsibility for disbursement of such Revolving Fund and agrees to hold and save the Sacramento County Treasurer harmless from any improper disbursement of such Revolving Fund as required by Water Code Section 50658; and

**WHEREAS**, the Board of Trustees by this Resolution desires to set forth the names and specimen signatures of the Officers and Trustees of Reclamation District No. 1000 and set forth the names and required signatures for withdrawal or payment of funds from such accounts;

**NOW THEREFORE BE IT RESOLVED THAT:** The Board of Trustees of Reclamation District No. 1000 affirm the names and specimen signatures of the Trustees of Reclamation District No. 1000, as provided herein:

Nicholas Avdis	_____
Jag Bains	_____
Eva Hill	_____
Edwin Perez	_____
Thomas M. Gilbert	_____
Elena Lee Reeder	_____
Thomas W. Smith	_____

**BE IT FURTHER RESOLVED THAT:** The Board of Trustees of Reclamation District No. 1000 affirm the names and specimen signatures of the Officers of Reclamation District No. 1000, as provided herein:

Kevin L. King

General Manager

\_\_\_\_\_

Joleen Gutierrez

District Secretary

\_\_\_\_\_

**BE IT FURTHER RESOLVED THAT:** Funds held in the Reclamation District No. 1000 Operation and Maintenance Fund held by the Sacramento County Treasurer may be withdrawn or paid solely by warrant signed by any four or more of the Trustees of the District as identified in this resolution and attested to by the Secretary of the Board of Trustees or General Manager as identified in this resolution.

**BE IT FURTHER RESOLVED THAT:** Funds on deposit in the District’s revolving fund may be withdrawn or paid by check signed by any one of the Trustees identified in this resolution or the District Manager or District Secretary as identified in this resolution, for amounts less than \$20,000.00 and any two of the Trustees as identified in this resolution or the General Manager as identified and a Trustee as identified of this resolution for amounts exceeding \$20,000.00.

**BE IT FURTHER RESOLVED THAT:** Funds on deposit in the District’s revolving fund may be withdrawn or paid via electronic fund transfer (ACH) to specific vendors as provided in Exhibit A of this resolution. Electronic fund transfers paid to vendors specified in Exhibit A shall not exceed \$20,000.00. If an amount to be paid via electronic transfer exceeds \$20,000.00, a written authorization must be received from a Trustee as identified in this Resolution in addition to authorization by the General Manager, an email authorization is considered a written authorization. Amounts of \$20,000.00 or less may be authorized by any of the Trustees identified in this resolution or the District Manager or District Secretary as identified in this resolution.

**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 January 2025, by the following vote, to wit:

AYES: Trustees:

NOES: Trustees:

ABSTAIN: Trustees:

RECUSE: Trustees:

ABSENT: Trustees:

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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 2025-01-01 was duly adopted by the Board of Trustees of Reclamation District No. 1000 at the regular meeting held on the 10<sup>th</sup> of January 2025 and made a part of the minutes thereof.

---

Joleen Gutierrez, District Secretary





**RECLAMATION DISTRICT NO. 1000  
RESOLUTION NO. 2025-01-01**

***EXHIBIT A***

List of vendors approved by the Board to be paid electronically:

<b>Vendor</b>	<b>Item(s) Paid</b>
ACWA	Membership
ACWA JPIA	Dental/Vision/Life Insurance
ADP	Payroll
Airgas	Shop Service
Alhambra	Water Service
Amplify 360	Public Relations
Berkshire Hathaway	Worker's Comp
Bode&Bode	Parts
Boutin Jones	Legal
Brookman Protection Services	Security Patrol
CA Dept of Tax and Fees	Government Fees
CalPERS	Pension/Health/Deferred Comp
Cintas	First Aid/Field Janitorial
City of Sacramento	Utilities
City of Sacramento – Dept of Finance	Quarterly City Pool A Fees
City of Sacramento - Revenue	Govt Fees
Civil Engineering Solutions	MAP Project
Contour Sierra Aebi	Parts
Denochea Digital	Records Management
AMCS Group	Field Inventory Management
Downey Brand	Legal
Duperon	Facility Repairs
Forensiclean	Field Services
Foster & Foster	GASB Reporting
Grow West	Parts
HireRight	DOT/Personnel
Home Depot Credit	Shop Supplies
J Franko	Facility Repairs
LEHR	Parts

Matrix Consulting	OMB Rate
Mead & Hunt	Engineering
NAFSMA	Membership
Napa Auto Parts	Equipment Supplies/Parts
Natomas Chamber of Commerce	Membership/Events
NBS	Assessment Report
Nutrien Ag Solutions	Herbicides
Pacific Corrugated Pipe	Facility Repair
Page Design	Graphic Designer
PG&E	Utilities
Replicon	Timekeeping
Rexel	Facility Repair
Richardson & Company	Audit
Sacramento County Utilities	Utilities
Smile Business	Office Equipment Maintenance
State Water Resources Control	Govt Fees
Stratton/Foy & Associates	Insurance
Streamline	Website
T Mobile	Field Services
Terrapin Technology	Tech Support
Tesco	SCADA
Tractor Supply	Equipment Parts
Verizon	Wireless Phone Service
Waste Management	Garbage/Recycling
West Yost	Engineering
County of Sacramento – Environmental Management	Govt Fees



## RECLAMATION DISTRICT 1000

DATE: JANUARY 10, 2025

AGENDA ITEM NO. 6.1

**TITLE:** 2025 Committee Assignments

**SUBJECT:** Review and Consider Approval of Trustee Committee Assignments for 2025.

**EXECUTIVE SUMMARY:**

On an annual basis, the Board of Trustees of Reclamation District No. 1000 (RD 1000; District) assigns Trustees to serve on Board Committees. The recommended Committee assignments for 2025 are provided below in Table 1:

*Table 1 - 2025 Committee Assignments*

Committee	Chair	Member	Member
<b>Executive Committee</b>	Elena Lee Reeder	Thom Gilbert	-----
<b>Finance</b>	Thom Gilbert	Nick Avdis	Eva Hill
<b>Legal</b>	Nick Avdis	Thom Gilbert	Tom Smith
<b>Operations</b>	Jag Bains	Eva Hill	Thomas Smith
<b>Personnel</b>	Eva Hill	Jag Bains	Ed Perez
<b>SAFCA</b>	Nick Avdis	Jag Bains	Alt: Lee Reeder Perez
<b>Urbanization</b>	Ed Perez	Elena Lee Reeder	Thomas Smith

**RECOMMENDATION:**

Staff recommends the Board review and consider approval of Trustee Committee Assignments for 2025.

**STAFF RESPONSIBLE FOR REPORT:**

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

Date: 01/06/2025



## RECLAMATION DISTRICT NO. 1000

DATE: JANUARY 10, 2025

AGENDA ITEM NO. 7.1

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TITLE: Committee Meeting Minutes

SUBJECT: Committee Meeting Minutes since the December Board Meeting

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### Executive Committee Meeting – January 3, 2025

A meeting of the Reclamation District No. 1000 Executive Committee was held on Friday, January 3, 2025, at 9:00 a.m. at the District's office. In attendance were Trustees Lee Reeder and Gilbert. Staff in attendance were General Manager King, Operations Manager Holleman and District Counsel Smith.

The Executive Committee performed the following items:

1. Executive Committee Meeting

1.1. Review Agenda for January 10, 2025 - Regular Board of Trustees Meeting

The Committee reviewed and discussed the proposed agenda and approved as presented.

1.2. General Manager's Report

General Manager King provided an update to the Executive Committee about various District activities and upcoming events.

2. Public Comment

No public comments were received.

3. Adjournment

With no further business on the agenda, the meeting adjourned at 9:38 a.m.