

# Yolo County Flood Control & Water Conservation District

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**Board Meeting**  
**34274 State Highway 16**  
**Woodland, CA 95695**  
**Tuesday, November 5, 2019**  
**7:00 P.M.**

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Public documents relating to any open session item listed on this agenda that are distributed to all or a majority of the members of the Board of Directors less than 72 hours before the meeting are available for public inspection in the customer service area of the District's Administrative Office at the address listed above.

In compliance with the Americans with Disabilities Act, if you have a disability and need a disability-related modification or accommodation to participate in this meeting please contact Christina Cobey at (530) 662-0265 or [ccobey@ycfcwcd.org](mailto:ccobey@ycfcwcd.org). Requests should be made as early as possible, and at least one full business day before the start of the meeting.

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## AGENDA

- 7:00 1. Consideration: Adoption of the October 1, 2019 Regular Board Meeting Minutes
- 7:02 2. Open forum (Limited to five minutes): Guest introductions, unscheduled appearances, opportunity for public comment on non-agenda items
- 7:07 3. Consideration: Adding Items to the Posted Agenda  
In order to add an item to the agenda, it must fit one of the following categories:  
a) A majority determination that an emergency (as defined by the Brown Act) exists; or  
b) A 4/5ths determination that the need to take action that arose subsequent to the agenda being posted.
- 7:10 4. Consideration: Moore Siphon Failure Emergency Repair and Replacement Project Update
- 7:15 5. Consideration: Adoption of Revised Investment Policy
6. Presentation: floodSAFE Yolo 2.0 Program Update
- 7:20 7. Directors' Reports: Report on meetings and conferences attended during the prior month on behalf of the District

- 7:25 8. Attorney's Report: Report on legal matters of concern to the District
- 7:30 9. General Manager's Report: Report regarding current general activities and projects of the District
  - a) Operations, Maintenance, and Water Conditions
  - b) Financial Report
  - c) General Activities
  - d) Upcoming Events
- 7:45 10. General Discussion: Opportunity for clarification or additional information request
- 8:00 11. Consideration: Consider the approval and the payment of bills
- 8:05 12. Adjourn

The public may address the Board concerning an agenda item either before or during the Board's consideration of that agenda item. Public comment on items within the Board's jurisdiction is welcome, subject to reasonable time limits for each speaker. Upon request, agenda items may be moved up to accommodate those in attendance wishing to address that item. Times listed for consideration of agenda items are approximate only. The Board may consider any agenda item at any time during the Board meeting.

I declare that the foregoing agenda was posted at the office of the Yolo County Flood Control & Water Conservation District, 34274 State Highway 16, Woodland, CA on November 1, 2019.

By: \_\_\_\_\_  
Christina Cobey, Administrative Assistant

YOLO COUNTY FLOOD CONTROL & WATER CONSERVATION DISTRICT  
AGENDA REPORT

MEETING DATE: November 5, 2019

ITEM #: 1

SUBJECT: Consideration: Adoption of the October 1, 2019 Regular Board Meeting Minutes

INITIATED OR  BOARD  
REQUESTED BY:  STAFF  
 OTHER \_\_\_\_\_

COORDINATED OR  
APPROVED BY: Tim O'Halloran

ATTACHMENT  YES  NO  
 DIRECTION

INFORMATION  
 ACTION:  MOTION  
 RESOLUTION

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**BACKGROUND:**

Pursuant to Section 54957.5 of the Brown Act, copies of the draft minutes are available to the public at the Board meeting prior to their approval.

Staff request the Directors call the Yolo County Flood Control & Water Conservation District (District) office if a correction is needed to be made to the draft minutes to clarify a substantial point or to correct content. Staff will then have time to make the appropriate change(s) and submit the revised draft for review to the Board and the public at the Board meeting.

**RECOMMENDATION:**

District staff recommend the adoption of the attached minutes with any corrections.



Y O L O C O U N T Y

FLOOD CONTROL &  
WATER CONSERVATION  
DISTRICT

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## **BOARD MEETING MINUTES**

**Tuesday, October 1, 2019, 7:00 PM**

**YCFC&WCD Offices  
34274 State Highway 16  
Woodland, CA 95695**

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The regular meeting of the Board of Directors of the Yolo County Flood Control & Water Conservation District (District) was held at 7:00 p.m. on Tuesday, October 1, 2019, at its regular place of business, 34274 State Highway 16, Woodland, California. Chair Barth convened the meeting. The following people were in attendance:

District Board

Tom Barth, Chair  
Mary Kimball  
Jim Mayer  
Bruce Rominger  
Erik Vink

District Staff

Tim O'Halloran, General Manager  
Max Stevenson, Assistant General Manager  
Kristin Sicke, Assistant General Manager

Members of the Public

Jim Barrett  
John McKean  
Dave Pratt  
Bob Schneider  
Kristin Sesser  
Corey Shake

**1. CONSIDERATION: Approval of Minutes**

M/S/C approved the minutes of the September 3, 2019 regular Board meeting as submitted.

Ayes: Directors Barth, Kimball, Mayer, Rominger, and Vink

Noes: None

Absent: None

Abstain: None

**2. OPEN FORUM**

There were no comments.

**3. CONSIDERATIONS: Adding Items to the Posted Agenda**

There were no changes made to the agenda.

**4. CONSIDERATION: Moore Siphon Failure Emergency Repair and Replacement Project Update**

Assistant General Manager Sicke provided the Board with an update on construction activities related to the replacement of the Moore Siphon. The existing Moore Siphon will be removed and all pipe laying activities will be completed by October 15, 2019.

District staff recommended the Board declare continuation of the emergency conditions related to the Moore Siphon Failure Repair and Replacement Project.

M/S/C declared continuation of the emergency conditions related to the Moore Siphon Failure Emergency Repair and Replacement Project.

Ayes: Directors Barth, Kimball, Mayer, Rominger, and Vink

Noes: None

Absent: None

Abstain: None

**5. PRESENTATION: Point Blue Conservation Science**

General Manager O'Halloran introduced Point Blue Conservation Science (Point Blue) Partner Biologist and Avian Ecologist, Corey Shake and Kristin Sesser, respectively. Shake and Sesser provided an overview on Point Blue's mission and vision to advance the conservation of birds, other wildlife, and ecosystems through science, partnerships, and outreach.

Sesser reported on the Migratory Bird Conservation Partnership with Audubon California and The Nature Conservancy and provided some examples of their work on multi-benefit groundwater recharge. Shake presented on the work Point Blue is doing on multi-benefit riparian restoration. Sesser and Shake provided examples of where a nexus could occur between Point Blue services and District environmental restoration activities.

Director Barth commented that Point Blue could develop information needed to incentivize on-

farm recharge to growers. Director Kimball agreed with Barth, mentioning that the Yolo County Resource Conservation District has created a solid foundation for increasing environmental restoration efforts on private property.

General Manager O'Halloran stated that the logistics of water delivery can be complicated during the winter as it requires tremendous support to coordinate the maintenance throughout the canal system and coordinating with farmers on the status of their fields to retain water would add another layer of complexity.

Director Rominger discussed the potential for increasing the native pollinators along the canal system.

Director Mayer stated that there were opportunities for a partnership with Point Blue with our existing infrastructure and in planning future infrastructure projects. He recommended staff focus on developing the communication piece or narrative to discuss what is currently at stake and what benefit would be provided in the restoration or adaptation efforts.

Director Rominger recommended piggybacking on Yolo County Habitat Conservation Plan/Natural Community Conservation Plan efforts and examining the benefits of easements through that program.

## **6. DIRECTORS' REPORTS**

Director Mayer reported he had participated in NCWA's September Board meeting. Directors Kimball, Mayer, Vink, and Rominger reported they had attended the Yolo Land Trust's A Day in the County Event.

## **7. ATTORNEY'S REPORTS**

Legal Counsel Bezerra was not in attendance.

## **8. GENERAL MANAGER'S REPORT**

General Manager O'Halloran provided reports on the following:

- a) Operations, Maintenance, and Water Conditions
- b) Financial Report Summary – Highlights from the September 30, 2019 financial statements report were quickly reviewed and the actual FY 2019/2020 Budget was compared to the projected FY 2019/2020 Budget.
- c) General Activities – A list of outreach activities and projects both in-house and coordinated with other agencies was reviewed.
- d) The following upcoming events were announced:
  1. October 9: FloodSAFE Yolo 2.0 Check-in with the County, Woodland
  2. October 9: NCWA Meeting to Discuss SGMA, Surface Depletions, Sacramento River Basin, Sacramento

3. October 15: WRA/YSGA Executive Committee Meeting, District Boardroom
4. October 17: NCWA Harvest Celebration, Matchbook Winery
5. October 17: Woodland Chamber of Commerce's 52<sup>nd</sup> Annual Farm City Dinner, Woodland Community & Senior Center
6. October 25: Yolo Basin Foundation's "Buck for Ducks", UC Davis Arc Pavilion
7. November 1: District Harvest BBQ, District Shop
8. November 6: YSGA Working Group Meeting, District Boardroom
9. November 18: WRA/YSGA Board of Directors' Meeting, Woodland Community & Senior Center
10. December 3-6: ACWA's 2019 Fall Conference & Exhibition, San Diego

**9. GENERAL DISCUSSION**

There was no general discussion.

**10. CONSIDERATION: Payment of Bills**

M/S/C approved the following claims for payment – Yolo County Flood Control & Water Conservation District Checks # 057500–057516.

Ayes: Directors Barth, Kimball, Mayer, Rominger, and Vink

Noes: None

Absent: None

Abstain: None

**11. ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned.

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Tom Barth, Chair

ATTEST:

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Tim O'Halloran, Secretary

YOLO COUNTY FLOOD CONTROL & WATER CONSERVATION DISTRICT

AGENDA REPORT

MEETING DATE: November 5, 2019

ITEM #: 4

SUBJECT: Consideration: Moore Siphon Failure Emergency Repair and Replacement Project

INITIATED OR  BOARD  
REQUESTED BY:  STAFF  
 OTHER \_\_\_\_\_

COORDINATED OR  
PREPARED BY: Tim O'Halloran  
APPROVED BY: Tim O'Halloran

ATTACHMENT  YES  NO  
 DIRECTION

INFORMATION  
 ACTION:  MOTION  
 RESOLUTION

**BACKGROUND:**

On May 30, 2019, a rupture was discovered in the District's Moore Siphon causing water deliveries to cease to the Moore System – the Alder, Moore, Maple, Ross, and South Fork Canals. District staff notified all water customers of the disruption in service and immediately began working to determine the scope of the problem and to identify an interim patch repair and a long-term solution. General Manager O'Halloran declared an emergency on May 30, 2019, and District staff notified state and federal agencies of the emergency activities for permitting the repair and replacement of the siphon.

Staff will provide an update on general replacement activities related to the Moore Siphon.

**RECOMMENDATION:**

District staff recommend the Board declare continuation of the emergency conditions related to the Moore Siphon Failure Emergency Repair and Replacement Project.



YOLO COUNTY FLOOD CONTROL & WATER CONSERVATION DISTRICT

AGENDA REPORT

MEETING DATE: November 5, 2019

ITEM #: 5

SUBJECT: Consideration: Adoption of Revised Investment Policy

INITIATED OR  BOARD  
REQUESTED BY:  STAFF  
 OTHER \_\_\_\_\_

COORDINATED OR  
PREPARED BY: Barbara McGriff  
APPROVED BY: Tim O'Halloran

ATTACHMENT  YES  NO  
 DIRECTION

INFORMATION  
 ACTION:  MOTION  
 RESOLUTION

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**BACKGROUND:**

The District's Investment Policy (Policy) and state law require an annual review of the Policy by the Board.

The current Policy was sent to Legal Counsel Bezerra for review and comment. There were a couple of minor adjustments to the policy.

Attached is the proposed Investment Policy as revised and submitted for Board adoption.

**RECOMMENDATION:**

District staff recommend the Board adopt the revised Investment Policy as provided.

# YOLO COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT

## INVESTMENT POLICIES GUIDELINES

Adopted October 4, 2005

Reviewed annually, last adopted ~~September~~ November 2017<sup>9</sup>

District funds not required for immediate expenditure will be invested in compliance with governing provisions of law (Government Code Sections 53600 et. seq.) and this policy. Consistent with the primary goal of safeguarding principal, the District will maintain adequate cash availability and maximum yield on invested funds.

Investments will be made in a range of instruments to insure diversification of the District's portfolio and liquidity of assets in an emergency situation. The higher duty of care policy recognizes Board members and officials as deemed trustees and fiduciaries. When investing, they must, first, safeguard principal, second, maintain the liquidity needs of the District, and last, strive for yield or return on investment.

### DEFINITION AND PROVISION OF THE GOVERNMENT CODE

The Yolo County Flood Control and Water Conservation District Board of Directors hereby delegates the investment authority of the District to the General Manager. In accordance with Government Code Sections, collateral established as security for District funds will be those securities specified by law as eligible for collateral for deposits of local public agencies. Investments of District funds not required for immediate expenditure will be made in securities or other certificates of indebtedness as allowed by law for the investment of public funds. Bond proceeds may be invested pursuant to the indenture or trust document governing the bonds. Investments will be made in accordance with this policy.

### CASH FLOW AND AVAILABILITY

The District will deposit an amount equal to its short-term cash demands in the State Treasurer's Local Agency Investment Fund (LAIF). Additional amounts may also be invested in LAIF, if the rate of return warrants.

### AMOUNT TO BE INVESTED

The District will prepare a cash flow analysis for future cash requirements from time to time and for inclusion with the annual budget. All funds not required for immediate use will be invested.

### ACCEPTABLE INVESTMENT INSTRUMENTS AND GUIDELINES FOR INVESTMENT

The District investment portfolio shall include the following instruments in which District funds may be invested according to the stated guidelines and the attached table.

- A. CERTIFICATES OF DEPOSIT: Cash will be invested only in FDIC insured or fully collateralized certificates of deposit. Collateral for a given investment must be 110 percent of principal for first mortgage collateral. No more than 10 percent of the District portfolio, not to exceed \$1 million, shall be invested in any one institution unless fully insured by FDIC. An institution must meet the following criteria to be considered by the District:
  - Institutions must have at least \$500 million in assets.
  - Maximum fully collateralized investment - \$500,000.
  - Any investment exceeding \$100,000 must be fully collateralized with 110 percent federal securities.

- The District will not invest in any institution less than four years old.
  - The institution must maintain a net worth to asset ratio of at least 2.5 percent, and a positive earnings record.
- B. BANKERS ACCEPTANCES: The District will only invest through the 15 largest banks in the United States or the 100 largest banks in the world (in terms of assets). The maximum investment with any one institution will not exceed \$3 million.
- C. SECURITIES OF THE U.S. GOVERNMENT, AGENCIES AND INSTRUMENTALITIES: The District will require physical delivery of these securities to an acceptable safekeeping account in the District's name. Examples of these securities include Governmental National Mortgage Association and Federal National Mortgage Association.
- E. STATE LOCAL AGENCY INVESTMENT FUND: The investment with LAIF may not exceed the limit set by state law, regulation, or administrative pronouncement.
- F. PASSBOOK SAVINGS ACCOUNTS: Savings accounts may be maintained for amounts under \$100,000 that are received too late in the day to invest in other instruments.
- G. MUTUAL FUNDS: Funds, including money market accounts, whose investments are totally in securities having the backing of the full faith and credit of the U.S. Treasury Guaranteed Securities. The Mutual Fund/Money Market account must meet the requirements set forth in Government Code section 53601.

Additionally, the Mutual Fund/Money Market account must not invest in securities disallowed by District Policy.

Although District Policy does not allow direct investment in repurchase or reverse repurchase agreements, indirect investment in these, through a Mutual Fund, is allowed. The fund, however, must not enter into repurchase agreements that would cause more than 15% of the fund's total assets to be subject to repurchase agreements maturing in more than 7 days.

#### PROPERTY TAX REVENUES FROM YOLO COUNTY AUDITOR

As provided in the Revenue & Taxation Code and the County of Yolo Special District Financial Handbook, the District receives its allocation of property tax revenues, with interest, from Yolo County on three occasions throughout the year. To the extent that the interest received with these disbursements is considered an "investment" of District funds, such investment is authorized under this Policy.

#### MATURITY OF INVESTMENTS

There shall be no maturity limitations on investments in U. S. Treasury securities and those for which the faith and credit of the United States are pledged. In addition to such maturity limitations as are imposed by law (e.g., bankers' acceptances limited to 180 day maturity), the maturity of a given investment will not exceed two years without Board approval.

#### USE OF SECURITIES DEALERS AND BROKERS

The District may use brokers and dealers in placing of investments. Under the supervision of the General Manager, the Financial Supervisor or other appointed designee will place all investments. All securities must be held in the District's name and not in the name of a broker or dealer. Should management determine that it would be prudent to enter into a long-term relationship with a broker or securities firm, at least three proposals will be brought to the Finance Committee for review.

## USE OF EXTERNAL INVESTMENT MANAGERS

The District may engage the services of one or more external investment managers to assist in the management of the District's investment portfolio. Such external managers may be granted discretion to purchase and sell investment securities in accordance with this investment policy. Such managers must be registered under the Investment Advisers Act of 1940. The investment performance (net of fees) of any external manager shall be measured regularly against an appropriate benchmark approved by the General Manager, the Financial Supervisor, or other appointed designee. The benchmark shall be reflective of the actual securities being purchased and risks undertaken, and the benchmark shall have a similar weighted average maturity and credit profile as the portfolio.

## REPORTING

Each month, the Financial Supervisor (or other appointed designee) shall furnish the Board of Directors with a detailed listing of the previous month's investments, the date of purchase, the date of maturity, the institution(s) where the investments were placed and the interest rate on investments. Included with the report will be a statement indicating compliance with this investment policy.

## RENEWAL

Each year the District will review this investment policy at a public Board meeting, as an agenda item. Any changes or amendments shall be made only with Board approval.

## LONG TERM RESERVE

Management shall make every effort to establish and maintain a long-term reserve of at least \$2,000,000 to be utilized only in critical financial situations (i.e., PIK program, drought, etc.) with Board approval.

## TRANSFER OF FUNDS

Management shall be assured that funds are wired directly to institutions or securities dealers only. In NO case shall funds be wired or transmitted in any manner to brokers.

## BOARD OF DIRECTORS REQUIRED APPROVALS

The signature of an active Board member shall be required on all investment purchases, dispositions or transfers involving transactions of \$100,000 or more, and for the purchase of any fixed investments with terms in excess of two years.

**Government Code – Investment Policy  
November 2019**

<b>Investment</b>	<b>Maximum Maturity</b>	<b>Maximum Permitted % of Portfolio</b>	<b>Minimum Rating</b>
Local Agency Bonds	5 years	None	None
U.S. Treasury Obligations	5 years	None	None
State Obligations (all 50 states)	5 years	None	None
CA Local Agency Obligations	5 years	None	None
U.S. Agencies	5 years	None	None
Bankers' Acceptances	180 days	40% (1 bank 30% limit)	None
Commercial Paper-Select Agencies	270 days	25% (No more than 10% with any one issuer)	Prime quality as rated by a nationally recognized statistical-rating organization ("NRSRO") and either: A. is a U.S. corporation with total assets >\$500 million with other debt rated "A" or better by a NRSRO or B. is a U.S. entity with program-wide credit enhancements and its commercial paper is rated A-1 or higher by a NRSRO.
Commercial Paper - Other Agencies	270 days	40% (No more than 10% with any one issuer)	Same as above
Negotiable Certificates of Deposit	5 years	30%	None
Placement Service Deposits And Certificates of Deposit	5 years	50%	None
Repurchase Agreements	1 year	None	None
Reverse Repurchase Agreements and Securities Lending Agreements	92 days	20 %	None
Medium-Term Notes	5 years	30%	"A" rating
Mutual Funds	N/A	20%	Either A. attained the highest ranking or the highest letter and numerical rating provided by not less than two nationally recognized statistical rating organizations or B. retained an investment adviser registered or exempt from registration with the SEC with not less than five years' experience investing in the securities authorized for local agencies and with assets under management in excess of \$500,000,000

**Government Code – Investment Policy  
November 2019**

Investment	Maximum Maturity	Maximum Permitted % of Portfolio	Minimum Rating
Money Market Mutual Funds	N/A	20%	Either A. attained the highest ranking or the highest letter and numerical rating provided by not less than two nationally recognized statistical rating organizations or B. retained an investment adviser registered or exempt from registration with the SEC with not less than five years' experience investing in money market instruments and with assets under management in excess of \$500,000,000
Collateralized Bank Deposits	5 years	None	None
Shares of beneficial interest issued by a joint powers authority that invests in the securities and obligations authorized by this investment policy	N/A	None	None
Mortgage Pass-Through Securities	5 years	20%	"AA" Rating
U.S. dollar-denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation, or Inter-American Development Bank.	5 years	30%	None
Time Deposits	5 years	None	None
County Pooled Investment Funds	N/A	None	None
Joint Powers Authority Pool	N/A	None	Retained an investment adviser registered or exempt from registration with the SEC with not less than five years' experience investing in instruments authorized by Govt. C. § 53601(a) thru (n) and with assets under management in excess of \$500,000,000
Local Agency Investment Fund (LAIF)	N/A	None	None

YOLO COUNTY FLOOD CONTROL & WATER CONSERVATION DISTRICT

AGENDA REPORT

MEETING DATE: November 5, 2019

ITEM #: 6

SUBJECT: Presentation: floodSAFE Yolo 2.0 Program Update

INITIATED OR  BOARD  
REQUESTED BY:  STAFF  
 OTHER \_\_\_\_\_

COORDINATED OR  
PREPARED BY: Tim O'Halloran  
APPROVED BY: Tim O'Halloran

ATTACHMENT  YES  NO  
 DIRECTION

INFORMATION  
 ACTION:  MOTION  
 RESOLUTION

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**BACKGROUND:**

In July 2019, the Board authorized the District to engage in floodSAFE Yolo 2.0 (FSY2). This program is a collaboration between the District and Yolo County and is intended to develop long-term sustainable solutions to the flood problems that impact Western Yolo County.

The first action taken by the program was to hire Tom Trexler of MBK Engineers to be its program manager. Mr. Trexler will present on the activities that have taken place to date and briefly touch on potential future projects. In particular, Mr. Trexler will highlight the work that has taken place in and around the Town of Madison.

After Mr. Trexler's presentation, Mr. O'Halloran will discuss with the Board some of the jurisdictional aspects of the program, as well as some of the issues that the program will be facing as it moves forward.

**RECOMMENDATION:**

This agenda item is for informational purposes only. No Board action is required.