

REGIONAL WATER AUTHORITY
REGULAR MEETING OF THE BOARD OF DIRECTORS
Thursday, November 10, 2022; 9:00 a.m.

AGENDA

This meeting duration is expected to be long. The estimated meeting duration could potentially be three hours or longer.

The public shall have the opportunity to directly address the Board on any item of interest before or during the Board's consideration of that item. Public comment on items within the jurisdiction of the Board is welcomed, subject to reasonable time limitations for each speaker. 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 Authority'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 the Executive Director of the Authority at (916) 967-7692. Requests must be made as early as possible, and at least one full business day before the start of the meeting. The Board of Directors may consider any agenda item at any time during the meeting.

Notice: The Board meeting will be held in the RWA Board Room and virtually. The RWA Board Room will be open for Board members and members of the public. Board members are encouraged to attend in person but are not required to do so.

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

Join Zoom Meeting

<https://us06web.zoom.us/j/85369510380?pwd=Y0JkdEZraVFFY3dTanU3aExTNzR2QT09>

You can also dial in using your phone.

United States: 1 669 444 9171

Meeting ID: 853 6951 0380 **Passcode:** 825208

1. CALL TO ORDER AND ROLL CALL

2. PUBLIC COMMENT: Members of the public who wish to address the Board may do so at this time. Please keep your comments to less than three minutes.

3. CONSENT CALENDAR: All items listed under the Consent Calendar are considered and acted upon by one motion. Board Members may request an item be removed for separate consideration.

3a. Authorize a Teleconference Meeting

3b. Approve the minutes of September 29, 2022 board meeting

3c. Amend RWA Conflict of Interest Code (RWA Policy 200.4)

3d. Approve No Changes to RWA Policy 500.2 and OPEB Investment Portfolio

3e. Rescind the MOU regarding Shared Operations of the Regional Water Authority, the Sacramento Groundwater Authority, and the Sacramento Central Groundwater Authority

3f. Resolution No. 2022-05. A resolution of the board of directors of the Regional Water Authority authorizing the grant application, acceptance, and execution for the Sacramento Regional Direct Installation and Turf Replacement Water Efficiency and Resiliency Program

Action: Approve Consent Calendar

- 4. APPROVE GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT'S MEMBERSHIP WITH THE RWA** (requires two-thirds vote in the affirmative of all the Board members per RWA Policy 100.1, section 15)
Discussion: Jim Peifer, Executive Director
Action: Approve Georgetown Divide Public Utility District's Membership with the RWA
- 5. PRESENTATION OF RESOLUTION 2022-03 HONORING ROB SWARTZ FOR HIS YEARS OF SERVICE**
Action: Adopt Resolution 2022-03
- 6. PRESENTATION OF RESOLUTION 2022-04 HONORING CECILIA PARTRIDGE FOR HER YEARS OF SERVICE**
Action: Adopt Resolution 2022-04
- 7. EMPLOYEE COMPENSATION SURVEY AND RECLASSIFICATION STUDY**
Information and Presentation: Jim Peifer, Executive Director
Action: Approve Proposed Salary Ranges

Action: Approve of classifications for Government Relations Manager and Project Research Assistant II to become effective in Fiscal Year 2023/2024

Action: Change title of the Finance and Administrative Manager I to Finance and Administrative Manager
- 8. RWA POLICY 200.3 REVISIONS – PROCEDURES FOR THE SELECTION OF EXECUTIVE COMMITTEE MEMBERS**
Discussion: Kerry Schmitz, Ad Hoc Committee Chair
Action: Provide Direction to the Ad Hoc Committee
- 9. STRATEGIC PLAN UPDATE**
Discussion: Jim Peifer, Executive Director
- 10. COMMON INTEREST MANAGEMENT SERVICES (CIMS) PROGRAM**
Action: Approve the Common Interest Management Services (CIMS) Program
- 11. SPACE PLANNING UPDATE**
Discussion: Jim Peifer, Executive Director
- 12. EXECUTIVE DIRECTOR'S REPORT**
- 13. DIRECTORS' COMMENTS**

ADJOURNMENT

Next RWA Board of Director's Meeting:

January 12, 2023 9:00 a.m. at the RWA/SGA office, 5620 Birdcage Street, Ste. 110, Citrus Heights. The location is subject to change depending on the COVID-19 emergency.

Next RWA Executive Committee Meeting:

December 14, 2022, 8:30 a.m. at the RWA/SGA office, 5620 Birdcage Street, Ste. 110, Citrus Heights. The location is subject to change depending on the COVID-19 emergency.

Notification will be emailed when the RWA electronic packet is complete and posted on the RWA website at: <https://www.rwah2o.org/meetings/board-meetings/>.

AGENDA ITEM 2: PUBLIC COMMENT

Members of the public who wish to address the board may do so at this time. Please keep your comments to less than three minutes.

AGENDA ITEM 3: CONSENT CALENDAR

All items listed under the Consent Calendar are considered and acted upon by one motion. Board members may request an item be removed for separate consideration. The items to be considered and approved include:

- 3a. Authorize a Teleconference Meeting
- 3b. Approve the minutes of September 29, 2022, board meeting
- 3c. Amend RWA Conflict of Interest Code (RWA Policy 200.4)
- 3d. Approve No Changes to RWA Policy 500.2 and OPEB Investment Portfolio
- 3e. Rescind the MOU regarding Shared Operations of the Regional Water Authority, the Sacramento Groundwater Authority, and the Sacramento Central Groundwater Authority
- 3f. Resolution No. 2022-05. A resolution of the board of directors of the Regional Water Authority authorizing the grant application, acceptance, and execution for the Sacramento Regional Direct Installation and Turf Replacement Water Efficiency and Resiliency Program

Action: Approve Consent Calendar

AGENDA ITEM 3a: AUTHORIZE A TELECONFERENCE MEETING

BACKGROUND:

In light of the Governor's declaration that a state of emergency exists due to the incidence and spread of the novel corona virus, and the pandemic caused by the resulting disease COVID-19, the Board should consider whether meeting in person would present imminent risks to the health or safety of meeting attendees.

The Centers for Disease Control indicates that COVID-19 is a highly transmissible virus that is spread when an infected person breathes out droplets and very small particles that contain the virus, and such droplets and particles are breathed in by other people. Conducting meetings by teleconference would directly reduce the risk of transmission among meeting attendees, including members of the public and agency staff, which has the ancillary effect of reducing risk of serious illness and death as well as reducing community spread of the virus.

If the authorization to meet by teleconference is not approved by a majority vote, then the meeting will adjourn after this item and the remaining agenda items will be rescheduled to a future in-person meeting.

Action: Pass a Motion to Authorize a Teleconference Meeting

AGENDA ITEM 3b: APPROVE THE MINUTES OF SEPTEMBER 29, 2022 BOARD MEETING

Attachment:

September 29, 2022 Board meeting minutes

1. CALL TO ORDER

Chair York called the meeting of the Board of Directors to order at 9:00 a.m. as a teleconference meeting. Individuals who participated are listed below:

RWA Board Members

Audie Foster, California American Water
Ron Greenwood, Carmichael Water District
Cathy Lee, Carmichael Water District
Rebecca Scott, Citrus Heights Water District
Caryl Sheehan, Citrus Heights Water District
Marcus Yasutake, City of Folsom
Chuck Poole, City of Lincoln
Bruce Houdesheldt, City of Roseville
Sean Bigley, City of Roseville
Jeff Harris, City of Sacramento
Brett Ewart, City of Sacramento
Bill Roberts, City of West Sacramento
Diana Langley, City of Yuba City
Grace Espindola, City of Yuba City
Jim Abercrombie, El Dorado Irrigation District
Sophia Scherman, Elk Grove Water District
Bruce Kamilos, Elk Grove Water District
Tom Gray, Fair Oaks Water District
Paul Schubert, Golden State Water Company
Greg Jones, Nevada Irrigation District
Robert Hunter, Orange Vale Water Company
Joe Duran, Orange Vale Water Company
Robert Dugan, Placer County Water Agency
Tony Firenzi, Placer County Water Agency
Tom Hennig, Rancho Murieta Community SD
Patrick Kennedy, Sacramento County Water Agency
Kerry Schmitz, Sacramento County Water Agency
Kevin Thomas, Sacramento Suburban Water District
Dan York, Sacramento Suburban Water District
Greg Zlotnick, San Juan Water District
Dan Rich, San Juan Water District

RWA Associate Members

Ansel Lundberg, SMUD, José Ramirez, SRCSD

RWA Affiliate Members

Richard Shatz and John Woodling, GEI Consultants and Ed Winkler, HDR, Inc.

Staff Members

Jim Peifer, Rob Swartz, Ryan Ojakian, Michelle Banonis, Josette Reina-Luken, Cecilia Partridge and Andrew Ramos, legal counsel.

Others in Attendance:

Bill Busath, Anne Sanger, Brian Sanders, Heather Riley and Paul Helliker

2. PUBLIC COMMENT

None

3. CONSENT CALENDAR

Motion/Second/Carried (M/S/C) Ms. Scherman moved, with a second by Mr. Greenwood, to approve the Consent Calendar. Audie Foster, California American Water, Ron Greenwood, Carmichael Water District, Caryl Sheehan, Citrus Heights Water District, Marcus Yasutake, City of Folsom, Chuck Poole, City of Lincoln, Sean Bigley, City of Roseville, Jeff Harris, City of Sacramento, William Roberts, City of West Sacramento, Jim Abercrombie, El Dorado Irrigation District, Sophia Scherman, Elk Grove Water District, Paul Schubert, Golden State Water Company, Greg Jones, Nevada Irrigation District, Robert Hunter, Orange Vale Water Company, Tony Firenzi, Placer County Water Agency, Tom Hennig, Rancho Murieta Community Services District, Patrick Kennedy, Sacramento County Water Agency, Dan York, Sacramento Suburban and Dan Rich, San Juan Water District voted yes. The motion passed.

4. REGIONAL WATER RELIABILITY PLAN PROJECT PRIORITIZATION

Mr. Peifer said that RWA continues to advocate for funding for RWA member projects that improve water reliability. A Regional Water Reliability Plan Project Survey will be sent to members to identify projects that demonstrate a readiness for construction. The results of the survey will establish a priority for member projects and provide a list that will be a key tool for the RWA's near-term advocacy.

5. CLOSED SESSION

5a. CLOSED SESSION - PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Government Code §§ 54954.5(e), 54957(b)(1)

Title: Executive Director

5b. CLOSED SESSION – CONFERENCE WITH LABOR NEGOTIATORS

Government Code §§ 54954.5(f), 54957.6

Agency designated representatives: Dan York and Tony Firenzi
Unrepresented employee: Executive Director

6. EXECUTIVE DIRECTOR EMPLOYMENT AGREEMENT

Chair York provided results of the closed session. The RWA Board of Directors recommends a 5% salary increase and an award of a 5% discretionary bonus for the 2021-2022 performance period in the amount of \$11,196.

Mr. Zlotnick said that it is important for the minutes to reflect that the Evaluation Committee's recommendation was to not provide a bonus to the Executive Director. The Executive Committee decided not to accept the recommendation.

Mr. Foster commented that RWA Policy 400.4 allows that the RWA Board of Directors may choose to reject, ratify, or amend the recommendations of the RWA Executive Committee.

There was discussion that the Executive Director's evaluation process has been ongoing for several months and the evaluation issues has been vetted in several meetings.

M/S/C Mr. Houdesheldt moved, with a second by Ms. Espindola, to approve the recommendation from the Executive Committee for adjustment to the Executive Director compensation with a 5% salary increase. Audie Foster, California American Water, Ron Greenwood, Carmichael Water District, Caryl Sheehan, Citrus Heights Water District, Marcus Yasutake, City of Folsom, Chuck Poole, City of Lincoln, Bruce Houdesheldt, City of Roseville, Jeff Harris, City of Sacramento, William Roberts, City of West Sacramento, Grace Espindola, City of Yuba City, Bruce Kamilos, Elk Grove Water District, Tom Gray, Fair Oaks Water District, Paul Schubert, Golden State Water Company, Robert Hunter, Orange Vale Water Company, Robert Dugan, Placer County Water Agency, Tom Hennig, Rancho Murieta Community Services District, Kerry Schmitz, Sacramento County Water Agency, Dan York, Sacramento Suburban and Dan Rich, San Juan Water District voted yes. The motion passed.

M/S/C Mr. Dugan moved, with a second by Ms. Espindola, to approve the recommendation from the Executive Committee for a 5% discretionary bonus for the 2021-2022 performance period which will equal \$11,196. Audie Foster, California American Water, Chuck Poole, City of Lincoln, Bruce Houdesheldt, City of Roseville, Jeff Harris, City of Sacramento, William Roberts, City of West Sacramento, Grace Espindola, City of Yuba City, Sophia Scherman, Elk Grove Water District, Paul Schubert, Golden State Water Company, Robert Dugan, Placer County Water Agency, Tom Hennig, Rancho Murieta Community Services District and Kerry Schmitz, Sacramento County Water Agency voted yes. Ron Greenwood, Carmichael Water District, Caryl Sheehan, Citrus Heights Water District,

Marcus Yasutake, City of Folsom, Tom Gray, Fair Oaks Water District, Robert Hunter, Orange Vale Water Company, Dan York, Sacramento Suburban and Dan Rich, San Juan Water District voted no. The motion passed.

ADJOURNMENT

With no further business to come before the Board, Chair York adjourned the meeting at 11:07 a.m.

By:

Chairperson

Attest:

Josette Reina-Luken, Board Secretary / Treasurer

AGENDA ITEM 3c: AMEND RWA CONFLICT OF INTEREST CODE (RWA POLICY 200.4)

BACKGROUND:

The Political Reform Act requires every multi-county agency to review its conflict-of-interest code biennially and notify the Fair Political Practices Commission as to whether or not the agency's code needs to be amended. During February 2021, RWA hired Michelle Banonis as their Manager of Strategic Affairs. This was a new position established as part of multiple subscription programs. As such, RWA is required to amend its Designated Position listing and Assigned Disclosure Category. The comment period for this Notice concluded on September 23, 2022, and no requests were received for a hearing on these proposed changes. Therefore, the RWA Board of Directors may adopt the amendments without holding a public hearing at its next Board of Directors' meeting. These changes are reflected in the attached RWA's Policies and Procedures, Policy 200.4, Conflict of Interest Code in red-line mark-ups.

At the October 26, 2022, Executive Committee Meeting, the Executive Committee unanimously recommended approval of RWA Policy 200.4 to the RWA Board of Directors via consent calendar.

Attachments:

RWA Policy 200.4 Mark-Up/Redline Version
Notice of Intent to Amend RWA Conflict of Interest Code

REGIONAL WATER AUTHORITY POLICIES AND PROCEDURES

Policy Type : Board of Directors
Policy Title : Conflict of Interest Code
Policy Number : 200.4
Date Adopted :
Date Amended : November 8, 2012;
March 13, 2014;
November 14, 2019
November 10, 2022

ARTICLE 13. REGIONAL WATER AUTHORITY CONFLICT OF INTEREST CODE

The Political Reform Act (Government Code Section 81000. et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 California Code of Regulations Section 18730) that contains the terms of a standard conflict of interest code, which can be incorporated by reference in an agency's code. After public notice and hearing, the standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendix (or Appendices), designating positions and establishing disclosure categories, shall constitute the conflict-of-interest code of the **Regional Water Authority (Authority)**.

Individuals holding designated positions shall file their statements of economic interests with the **Authority**, which will make the statements available for public inspection and reproduction. (Gov. Code Sec. 81008.) All statements will be retained by the **Authority**.

**REGIONAL WATER AUTHORITY
CONFLICT OF INTEREST CODE
APPENDIX A
DESIGNATED POSITIONS**

<u>Designated Position</u>	<u>Assigned Disclosure Category</u>
Board of Directors and Alternates	1, 2, 3, 4
Associate Members	1, 2, 3, 4
Executive Director	1, 2, 3, 4
Legal Counsel	1, 2, 3, 4
Manager of Technical Services	1, 2, 3
<u>Manager of Strategic Affairs</u>	<u>1, 2, 3</u>
Finance and Administrative Services Manager/Treasurer	1, 2, 3
Legislative and Regulatory Affairs Program Manager	1, 2, 3
Principal Project Manager	1, 2, 3
Senior Project Manager	1, 3
Associate Project Manager	1, 3
Project Research Assistant	1, 3

Note: The Legal Counsel position is filled by an outside consultant but acts in a staff capacity.

Consultants/New Positions*

*Consultants/New Positions shall be included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitation: The Executive Director may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant's duties and based upon that description, a statement of the extent of disclosure requirements. The Executive Director's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code (Gov. Code Section 81008).

**REGIONAL WATER AUTHORITY
CONFLICT OF INTEREST CODE
APPENDIX B
DISCLOSURE CATEGORIES**

Designated positions must report financial interests in accordance with the assigned disclosure categories.

Category 1: Investments and business positions in business entities, and income, including receipt of loans, gifts, and travel payments, from sources, that provide services, supplies, materials, machinery, or equipment of the type utilized by the Authority.

Category 2: Interests in real property located within the jurisdiction or within two miles of the boundaries of the jurisdiction or within two miles of any land owned or used by the Authority as well as investments and business positions in business entities, and income, including receipt of loans, gifts, and travel payments, from sources, that provide real estate services (e.g. consulting, appraisal, development, construction) of the type used by the Authority.

Category 3: Investments and business positions in business entities, and income, including receipt of loans, gifts, and travel payments, from entities of the type to receive grants from or through the Authority.

Category 4: Investments and business positions in business entities, and income, including receipt of loans, gifts, and travel payments, from sources, that filed a claim, or have a claim pending, against the Authority during the previous two years.

Sources of the type utilized by the district include:

- Engineering and environmental consulting firms
- Transportation equipment and parts
- Water and soil testing products and services
- Services for energy pricing/demand, legal and labor relations

(Non-inclusive list)

NOTICE OF INTENTION TO AMEND THE CONFLICT OF INTEREST CODE OF THE REGIONAL WATER AUTHORITY

NOTICE IS HEREBY GIVEN that the Regional Water Authority pursuant to the authority vested in it by section 87306 of the Government Code, proposes amendment to its conflict of interest code. A comment period has been established commencing on August 8, 2022 and closing on September 23, 2022. All inquiries should be directed to the contact listed below.

The Regional Water Authority proposes to amend its conflict of interest code to include employee positions that involve the making or participation in the making of decisions that may foreseeably have a material effect on any financial interest, as set forth in subdivision (a) of section 87302 of the Government Code. The amendment carries out the purposes of the law and no other alternative would do so and be less burdensome to affected persons.

Changes to the conflict of interest code include: add designated position of Manager of Strategic Affairs and its Assigned Disclosure Category and also makes other technical changes.

The proposed amendment and explanation of the reasons can be obtained from the agency's contact.

Any interested person may submit written comments relating to the proposed amendment by submitting them no later than **September 23, 2022**, or at the conclusion of the public hearing, if requested, whichever comes later. At this time, no public hearing is scheduled. A person may request a hearing no later than **September 8, 2022**.

The Regional Water Authority has determined that the proposed amendments:

1. Impose no mandate on local agencies or school districts.
2. Impose no costs or savings on any state agency.
3. Impose no costs on any local agency or school district that are required to be reimbursed under Part 7 (commencing with Section 17500) of Division 4 of Title 2 of the Government Code.
4. Will not result in any nondiscretionary costs or savings to local agencies.
5. Will not result in any costs or savings in federal funding to the state.
6. Will not have any potential cost impact on private persons, businesses or small businesses.

All inquiries concerning this proposed amendment and any communication required by this notice should be directed to: Josette Reina-Luken, Finance and Administrative Services Manager, (916) 967-7692, josette@rwah2o.org.

AGENDA ITEM 3d: APPROVE NO CHANGES TO RWA POLICY 500.2 AND OPEB INVESTMENT POLICY

BACKGROUND:

In accordance with Government Accounting Standards Board Statement 31, RWA's governing board is required annually to review its investment policy and associated investment selections. This review is typically completed as part of the overall annual audit process. RWA Policy 500.2 outlines the various types of suitable and acceptable investments that RWA can invest its cash (attached). Since its policy inception, RWA has selected to invest its surplus cash in the Local Agency Investment Fund (LAIF) under the expertise of the State Treasurer's Office Investment staff. LAIF is considered one of the soundest investment options available to government agencies and special districts. As most of RWA's cash balance is designated for specific projects, it is important that RWA select a conservative investment fund to ensure that funds are available quickly when needed. LAIF has performed well over the years for RWA, and the interest earnings are reported in the annual audit.

Due to economic conditions, RWA earned lower interest in 2022 than in the prior year; investments in the LAIF account earned approximately \$12,000 in interest, down from \$15,000 in 2021 and \$56,000 in 2020. With federal interest rate adjustments, the outlook is slowly improving for LAIF to resume its prior earning status. Earnings for the quarter ending September 20, 2022, was \$5268.59. RWA's current LAIF account balance exceeds \$3.5 million.

Additionally, RWA also invests funds into a CalPERS trust, California Employee Retirement Benefits Trust (CERBT), to provide Other Post Employment Benefit (OPEB) for current and future retirees utilizing Investment Strategy 1 (the most aggressive strategy). Due to market performance, RWA's CERBT balance fell from its highest balance ever of slightly over \$1.6 million in 2021 (up from \$1.3 million in 2020) to its current balance of \$1,252,387. As with this particular investment portfolio, these annual fluctuations can be extreme on a year-to-year basis, but the market over the long-term is self-corrective with annual projected returns of 7.59% over a ten-year period.

At the October 26, 2022, Executive Committee Meeting, staff presented an in-depth examination of LAIF and CERBT. The Executive Committee recommended action of No Changes to RWA Policy 500.2 and OPEB Investment Portfolio. The Executive Committee unanimously approved this recommendation and moved this item forward to the RWA Board of Directors for approval via consent calendar.

Attachments:

RWA Policy 500.2
September 2022 LAIF Statement
CERBT Statement as of 10-15-2022

REGIONAL WATER AUTHORITY POLICIES AND PROCEDURES MANUAL

Policy Type : Fiscal Management
Policy Title : Investment Policy
Policy Number : 500.2
Date Adopted : March 9, 2006
Date Amended : November 8, 2012
May 12, 2022 (reviewed by staff)

REGIONAL WATER AUTHORITY INVESTMENT POLICY

1.0 Purpose

The purpose of this Investment Policy (Policy) is to establish cash management and investment guidelines for the Treasurer, who is responsible for investing and safeguarding the Regional Water Authority's (RWA) surplus funds. Each transaction and the entire portfolio must comply with California Government Code (the "Code") Sections 53600 through 53610 (Investment of Surplus), Sections 53630 through 53686 (Deposit of Funds), and this Policy.

2.0 Scope

This Policy applies to all surplus financial funds of RWA that may be invested because they are not needed for immediate payment of expenses. These funds are accounted for in RWA's audited annual financial report and include:

1. Enterprise Funds
2. Trust and Agency Funds
3. Any new fund created by the legislative body, unless specifically exempted.

Except for cash in certain restricted and special funds, RWA will consolidate cash balances from all funds to maximize investment earnings. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles. In addition, the costs of managing the investment portfolio, including but not limited to the costs of investment management, custody of assets, managing and accounting for banking, and oversight controls, will be charged to investment earnings based upon actual hours of labor devoted to managing each of the funds.

3.0 General Objectives

In accordance with the Code, the primary objectives, in priority order, of investment activities will be safety, liquidity, and yield:

1. Safety. Safety of principal is the foremost objective of the investment program. Investments will be undertaken in a manner that seeks to ensure the preservation of principal in the overall portfolio. Each investment transaction will be entered into with consideration for the quality of the issuer and of the underlying security and collateral.

2. Liquidity. The investment portfolio will remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. Liquidity will be accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands whenever feasible. A portion or the entire portfolio also may be placed in money market mutual funds or local government investment pools which offer same-day liquidity for short-term funds.

3. Yield. The investment portfolio will be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs.

4.0 Standards of Care

1. Prudent Investor Standard. In accordance with Section 53600.3, the RWA Board and Treasurer are trustees and fiduciaries subject to the "Prudent Investor Standard." The Prudent Investor Standard requires the Board and Treasurer, when investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing the RWA's funds, to act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the RWA, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the RWA. This standard will be applied in all investment decisions, including those related to hedging interest rate risks associated with debt financing. This standard will be applied in all investment decisions.

2. Ethics and Conflicts of Interest. The Treasurer and any other officers and employees involved in the investment process will refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial investment decisions. Such officers and employees will disclose to the Board of Directors any material interests in financial institutions with which they conduct business. They will further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Affected officers and employees will

refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of RWA. All such officers and employees are prohibited from accepting honoraria, gifts and from financial dealers and financial institutions.

3. Delegation of Authority. Under Section 53607 of the Code, authority to manage RWA's investment portfolio is expressly delegated to the Board of Directors, which may delegate its authority to the Treasurer. In accordance with Section 53607, the Board hereby delegates its responsibility for the operation of the investment program to the Treasurer, who will act in accordance with established written procedures and internal controls for the operation of the investment program consistent with this Policy.

5.0 Safekeeping and Custody

1. Authorized Financial Dealers and Institutions. The Treasurer will maintain a list of financial institutions authorized to provide investment services and a list of approved security broker/dealers selected by creditworthiness (e.g., a minimum capital requirement of \$10,000,000 and at least five years of operation). These may include primary dealers or regional dealers that qualify under Securities and Exchange Commission (SEC) Rule 15C3-1 (uniform net capital rule).

RWA will only deposit funds in a depository that is established and operated in accordance with applicable federal and state laws and regulations.

All financial institutions and broker/dealers who desire to become qualified to conduct investment transactions for RWA must supply the following to the Treasurer as requested:

- Audited financial statements
- Proof of National Association of Securities Dealers (NASD) certification
- Trading resolution
- Proof of state registration
- Completed broker/dealer questionnaire
- Certification signed by an authorized officer that he or she has read and understood and that the institution agrees to comply with this Policy.

The Treasurer will conduct an annual review of the financial condition and registration of qualified financial institutions and broker/dealers. A current audited financial statement is required to be on file for each financial institution and broker/dealer in or through which RWA invests. No broker, dealer, or securities firm will be eligible to provide services to RWA within 24 months of making a campaign contribution to any RWA Board member, if the

contribution exceeds the limits contained in Rule G-37 of the Municipal Securities Rulemaking Board.

2. Delivery vs. Payment. Where applicable, all trades will be executed by delivery vs. payment (DVP) to ensure that securities are deposited in an eligible financial institution prior to the release of funds. Securities will be held by a third-party custodian as evidenced by safekeeping receipts.

6.0 Suitable and Authorized Investments

The Treasurer is authorized to make investments in accordance with the general categories and limitations established by Sections 53601, 53601.6, 53601.8, 53635, 53635.2, 53638 and 53684 of the Code. Authorized investments also will include investment into the Local Agency Investment Fund ("LAIF") in accordance with Section 16429.1 of the Code. See Appendix A, which summarizes the categories of permitted investments.

1. U.S. Government, Agencies, State and Local Government Sponsored Enterprises

- a. United States Treasury notes, bonds, bills, or certificates of indebtedness, or those for which the faith and credit of the United States are pledged for the payment of principal and interest.
- b. Registered state warrants or treasury notes or bonds of California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the state or by a department, board, agency, or authority of the state.
- c. Registered treasury notes or bonds of any of the other 49 states in addition to California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the other 49 states, in addition to California.
- d. Bonds, notes, warrants, or other evidences of indebtedness of a local agency within California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the local agency, or by a department, board, agency or authority of the local agency; provided, however, that any bond or certificate of participation investments in member agencies require prior Board approval.
- e. Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises.
- f. These investments have a maximum maturity of five years.

2. Bankers Acceptance Notes

- a. Investments in prime bankers' acceptances may not exceed 40 percent of the portfolio in effect on the date of purchase of any such investment.
- b. No more than 30 percent of this category of investments may be invested in any one commercial bank's acceptances.
- c. The maximum maturity shall be limited to 180 days.

3. Commercial Paper

- a. Only commercial paper of prime quality of the highest ranking or of the highest letter and numerical rating, at the time of purchase, as provided by Moody's Investors Services or Standard & Poor's Corporation may be purchased.
- b. Investments in commercial paper shall not exceed 25 percent of the portfolio in effect on the date of purchase of any such investment.
- c. Each investment shall not exceed 270 days maturity.
- d. No more than 10 percent of the outstanding commercial paper of an issuing corporation may be purchased.
- e. The issuer is either: (1) organized and operating in the United States as a general corporation and has total assets in excess of \$500 million. If the entity has debt other than commercial paper, it is rated "A", "A-2" or higher by a nationally recognized rating agency; or (2) is organized within the United States as a special purpose corporation, trust or limited liability company. Has program-wide credit enhancements including, but not limited to, over-collateralization, letters of credit or surety bond. Has commercial paper that is rated "A-1", "A+" or higher by a nationally recognized rating agency.

4. Negotiable Certificates of Deposit

- a. A negotiable certificate of deposit must be issued by a nationally or state-chartered bank, a state or federal savings and loan association or savings bank, a state or federal credit union, or by a federally-licensed or state-licensed branch of a foreign bank and be rated "A" or better by at least one nationally recognized rating agency.
- b. Investments in negotiable certificates of deposit may not exceed 30 percent of the total portfolio in effect on the date of purchase of any such investment.

- c. The investment will not exceed the total of the net worth of any depository savings and loan association, except that investments up to a total of \$500,000 may be made to a savings and loan association without regard to the net worth of that depository, if such investments are insured or secured as required by law..
- d. The investment shall not exceed the shareholders' equity of any depository bank. For the purpose of this constraint, shareholders' equity shall be deemed to include capital notes and debentures.
- e. The RWA Board and the Treasurer or other official of the RWA having legal custody of the moneys are prohibited from investing RWA funds, or funds in the custody of the RWA, in negotiable certificates of deposit issued by a state or federal credit union if a member of the RWA's Board, or a person with investment decision making authority at the RWA also serves on the board of directors, or any committee appointed by the board of directors, or the credit committee or the supervisory committee of the state or federal credit union issuing the negotiable certificates of deposit.
- f. The maximum maturity is limited to five years.

5. Medium-term notes

- a. Investment in medium-term notes are limited to corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States.
- b. Purchases of medium-term notes will be limited to a maximum maturity of five years.
- c. Purchases of medium-term notes may not exceed 30 percent of the portfolio.
- d. Notes eligible for investment shall be rated in a rating category of at least "A" or its equivalent or better by a nationally recognized rating service.

6. Shares of Beneficial Interest (Money Market Funds)

- a. Investment in shares of beneficial interest issued by eligible diversified management companies that invest in securities that comply with Section 53601 and 53635 of the Code or are money market funds registered with the Securities and Exchange Commission under the Investment Company Act of 1940.
- b. These eligible companies must meet the following criteria:
 - i. Attain the highest ranking of the highest letter and numerical rating provided by not less than two nationally recognized rating agencies
 - ii. Retain an investment adviser registered or exempt from registration with the Securities and Exchange Commission

with not less than five years' experience managing money market funds with assets under management in excess of \$500 million.

- c. The purchase price of the shares will not include any commission that the companies may charge and will not exceed 20 percent of the portfolio.
- d. No more than 10 percent of portfolio may be invested in one mutual fund.

7. Collateralized Bank Deposits

- a. Maximum maturity is limited to five years.
- b. Collateralization must be consistent with the requirements of Sections 53651 through 53652 of the Code.

8. Time Deposits

- a. For purposes of this Policy, collateralized time deposits will be considered investments.
- b. The financial institution used must have been in existence for at least five years.
- c. The financial institution must have received an overall rating of not less than "satisfactory" in its most recent evaluation by the appropriate federal financial supervisory agency of its record of meeting the credit needs of California's communities.
- d. Eligibility for deposits will be limited to those financial institutions that have a branch in the State of California and maintain a rating equivalent to Thompson BankWatch Service of "B" or better.
- e. Credit requirements may be waived for a \$100,000 time deposit that is federally insured.
- f. The deposit will not exceed the shareholders' equity of any depository bank. For the purpose of this constraint, shareholders' equity will be deemed to include capital notes and debentures.
- g. The deposit will not exceed the total of the net worth of any depository savings and loan association, except that deposits not exceeding a total of \$500,000 may be made to a savings and loan association without regard to the net worth of that depository, if such deposits are insured or secured as required by law.
- h. Deposits must be insured up to the FDIC's current limit. For uninsured deposits, the financial institution will maintain in the collateral pool securities having a market value of at least 10 percent in excess of the total amount deposited. RWA, at its discretion, may waive the collateralization requirements for any portion that is covered by federal deposit insurance. RWA shall have a signed agreement with any depository accepting RWA

funds. Promissory notes secured by real estate mortgages or deeds of trust are not acceptable as collateral.

- i. When other factors are equal, appropriate consideration will be given to a financial institution that either individually or as a member of a syndicate bids on or makes a substantial investment in the RWA's securities, contributes service to the RWA, and offers significant assistance to the RWA, so as to provide for distribution of total deposits among eligible financial institutions.
- j. Purchased time deposits will be limited to a maximum maturity of five years.

9. Local Agency Investment Fund

- a. Deposits for the purpose of investment in the Local Agency Investment Fund of the State of California may be made up to the maximum amount permitted by State Treasury policy.

7.0 Reporting

1. Required Periodic Reports. The Treasurer shall prepare an investment report at least quarterly, including a management summary that provides an analysis of the status of the current investment portfolio and transactions made over the last quarter. This management summary will be prepared in a manner which will allow the members of the RWA Board of Directors and Executive Director to ascertain whether investment activities during the reporting period have conformed to this Policy. The report shall be provided to the Board of Directors and the Executive Director. If applicable, the investment report will include the following:

- Listing of individual securities held at the end of the reporting period by investment category.
- Average life and final maturity of all investments listed
- Coupon, discount, or earnings rate
- Par value, amortized book value and market value
- Percentage of portfolio represented by the investment category

2. LAIF Reporting. If the surplus funds are solely invested in the Local Agency Investment Fund (LAIF), the monthly LAIF statement shall be sufficient for reporting purposes.

8.0 Policy Considerations

1. Amendments. This Policy will be reviewed by the Treasurer on an annual basis. Any changes to this Policy recommended by the Treasurer must be approved by the Executive Committee and Board of Directors, after review and comment by the individual(s) charged with maintaining internal controls.

2. Administration. The Treasurer may at any time further restrict the securities approved for investment as deemed prudent. From time to time, the established portfolio limitations may be exceeded due to irregular cash flows or in certain economic conditions. In such cases, the Treasurer will inform the Executive Committee and Executive Director and take action consistent with the prudent investor standard to ensure that no category of investments exceeds the statutory limitations provided in the Code.

3. Performance Review. The Treasurer will conduct an annual appraisal of RWA's investment portfolio to evaluate its effectiveness and conformance with this Policy. To the extent necessary or appropriate, the Treasurer will make recommendations to the Executive Committee concerning the improvement and/or restructuring of the portfolio.

4. Existing Investments. Any investment held by RWA at the time this Policy is first adopted or revised to conform to changes in law or this Policy will not be sold because of a failure to conform to this Policy, unless the Treasurer deems sale of the investment to be prudent or required by law.

5. Conflict With Statute. In the event that any provision of this Policy conflicts with the Code or any other applicable state or federal statute, the provisions of any such statute will govern.

APPENDIX A

PERMITTED INVESTMENT INSTRUMENTS PER GOVERNMENT CODE (AS OF JANUARY 1, 2012) ¹

Investment Type	Maximum Maturity	Maximum Specified % of Portfolio	Minimum Quality Requirement
Local Agency Bonds	5 years	100	None
U.S. Treasury Obligations	5 years	100	None
State Obligations—CA And Others	5 years	100	None
CA Local Agency Obligations	5 years	100	None
U.S Agency Obligations	5 years	100	None
Bankers' Acceptances	180 days	40%	None
Commercial Paper—Select Agencies	270 days	25% of the agency's money	"A-1" if the issuer has issued long-term debt it must be rated "A" without regard to modifiers
Commercial Paper—Other Agencies	270 days	40% of the agency's money	"A-1" if the issuer has issued long-term debt it must be rated "A" without regard to modifiers
Negotiable Certificates of Deposit and CD Placement Service	5 years	30%	None
Medium-Term Notes	5 years	30%	"A" Rating
Mutual Funds And Money Market Mutual Funds	N/A	20%	Multiple
Collateralized Bank Deposits	5 years	100	None
Bank/Time Deposits	5 years	100	None
County Pooled Investment Funds	N/A	100	None
Joint Powers Authority Pool	N/A	100	Multiple
Local Agency Investment Fund (LAIF)	N/A	100	None

¹ See Article 6 of the Policy for a more complete description of each permitted investment and related limitations.

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

October 16, 2022

[LAIF Home](#)
[PMIA Average](#)
[Monthly Yields](#)

REGIONAL WATER AUTHORITY

TREASURER
5620 BIRDCAGE STREET, SUITE 180
CITRUS HEIGHTS, CA 95610

[Tran Type Definitions](#)

Account Number: 90-34-019

September 2022 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	3,555,735.24
Total Withdrawal:	0.00	Ending Balance:	3,555,735.24



CERBT and CEPPT Plan Portal

» [CERBT and CEPPT]: rwah2oorg00

My Accounts

As of the financial markets most recent close of business (10/13/2022), the total value of your account(s) is **\$1,252,388.86**.

Get Account Data

Website Contact

Contributions to the CERBT AND CEPPT :

Contributions to the CERBT and CEPPT may be initiated through myCalPERS.

Contributions may be submitted using four different transmittal methods.

- Electronic Funds Transfer by ACH Debit Method*
- Electronic Funds Transfer by ACH Credit Method
- Electronic Funds Transfer by Wire Transfer
- Check

* CalPERS preferred contribution method.

For more information on this process, please see the [Prefunding Programs' myCalPERS Contributions Guide](#). The Prefunding Programs team is happy to walk you through the contribution process. If you have any questions or would like to set up a walk through, please email CERBT4U@CalPERS.ca.gov or CEPPT4U@CalPERS.ca.gov

Please note: Contributions by Wire Transfer in the amount of \$5 million or greater require 72 hour notice prior to sending the contribution.

Disbursements from the CERBT and CEPPT:

All requests for disbursements must be in writing using the CERBT Disbursement Request Form or CEPPT Disbursement Request Form and must include a certification that the monies will be used for the purposes of the Prefunding Plan. The requests must be signed by an individual serving in the position authorized by the employer to request disbursements from the Trust(s).

Please note: Disbursements \$10,000 or greater require two signatures.

Please email: CERBT4U@CalPERS.ca.gov or CEPPT4U@CalPERS.ca.gov to obtain the Disbursement Request Form(s).

Upon completion of the Disbursement Request form, please mail the original to the following address:

CalPERS
CERBT/CEPPT
P.O. Box 1494
Sacramento, CA 95812-1494

Please email a completed copy of this form to CERBT4U@CalPERS.ca.gov or CEPPT4U@CalPERS.ca.gov respectively, so that we know to expect the signed hard copy documents in the mail.

If any questions arise, please email us at CERBT4U@CalPERS.ca.gov and/or CEPPT4U@CalPERS.ca.gov

AGENDA ITEM 3e: RESCIND THE MOU REGARDING SHARED OPERATIONS OF THE REGIONAL WATER AUTHORITY, SACRAMENTO GROUNDWATER AUTHORITY, AND THE SACRAMENTO CENTRAL GROUNDWATER AUTHORITY

BACKGROUND:

On June 11, 2020, the SGA Board adopted a Memorandum of Understanding with the Regional Water Authority and Sacramento Central Groundwater Authority to work cooperatively towards an integration of SCGA into the existing joint operation of RWA and SGA, subject to a framework and guiding principles. A copy of the MOU is attached.

The MOU created an ad hoc committee (titled the 3x3 Committee) of three members from each authority to discuss governance and other matters related to an integration. At its July 5, 2022, meeting, the 3x3 Committee concluded its activities with this statement for its boards:

Considering all of the input from the SGA and SCGA Boards, the 3x3 Ad Hoc Committee was unable to develop consensus around a governance proposal that would broadly satisfy the interests of all SGA and SCGA members and be likely to gain support from the JPA signatories.

Staff recommends rescinding the MOU and disbanding the 3x3 Committee since no governance proposal will be developed with this effort.

STAFF RECOMMENDATION:

Action: Rescind the Memorandum of Understanding of a Strategy for Shared Operations of the Regional Water Authority, the Sacramento Groundwater Authority, and the Sacramento Central Groundwater Authority

Attachments:

SGA SCGA RWA MOU

3x3 Committee Statement

MEMORANDUM OF UNDERSTANDING FOR DEVELOPMENT OF A STRATEGY FOR SHARED OPERATIONS of
the REGIONAL WATER AUTHORITY, the SACRAMENTO GROUNDWATER AUTHORITY, and the
SACRAMENTO CENTRAL GROUNDWATER AUTHORITY

WHEREAS, water resources planning and implementation in the greater Sacramento area has benefitted considerably from collaborative and regional approaches to problem solving; and

WHEREAS, the REGIONAL WATER AUTHORITY (RWA), the SACRAMENTO GROUNDWATER AUTHORITY (SGA) and the SACRAMENTO CENTRAL GROUNDWATER AUTHORITY (SCGA), collectively referred to hereinafter as “the AUTHORITIES” have a common purpose in their respective formations to implement elements of the Sacramento Water Forum Agreement (Water Forum); and

WHEREAS, the RWA was formed in 2001 to assist its water purveyor members in implementing a regional conjunctive use program to meet commitments under the Water Forum; and

WHEREAS, the SGA was formed in 1998 to manage the groundwater basin underlying Sacramento County north of the American River (the North Area), in satisfaction of the Groundwater Management Element of the Water Forum; and

WHEREAS, the SCGA was formed in 2006 to manage the groundwater basin underlying a portion of Sacramento County south of the American River (the Central Area), in satisfaction of the Groundwater Management Element of the Water Forum; and

WHEREAS, the Water Forum is beginning a process to evaluate and revise the Agreement to reflect changes that have occurred in the two decades since its signing and provide a framework for the future; and

WHEREAS, the Sustainable Groundwater Management Act (SGMA), passed as state law in 2014 provides for additional responsibilities and authorities for groundwater management and will require coordination between the SGA and SCGA, which have elected to become Groundwater Sustainability Agencies, the responsible entities under SGMA; and

WHEREAS, the AUTHORITIES share a number of common water purveyor members that have seats on the Boards of Directors of two or three of the independent agencies; and

WHEREAS, the RWA and the SGA have entered into an agreement to share costs and certain operational staff, and with RWA acting as the employer of all staff; and

WHEREAS, the SCGA is seeking to enter into a similar agreement for administration by RWA; and

WHEREAS, the AUTHORITIES recognize a potential to gain mutual benefit by exploring opportunities for shared approaches to operations;

THEREFORE, the AUTHORITIES agree through this Memorandum of Understanding to work cooperatively towards an integration of SCGA into the existing joint operation of RWA and SGA, subject to the following framework and guiding principles.

1. Discussions and negotiations will be conducted by a “3x3” ad hoc committee consisting of the Chair and Vice Chair of RWA, SGA, and SCGA, as well as an additional member of the Board of Directors of each. The makeup of each AUTHORITY delegation should include one individual who represents an entity that is exclusive to that AUTHORITY, i.e. not a member of more than one AUTHORITY.
2. The 3x3 ad hoc committee will include the Executive Director of RWA-SGA and the Interim Executive Director of SCGA, with additional staff support as needed.
3. Updates on progress will be provided to the Board of Directors of each AUTHORITY regularly.
4. At the appropriate time and as needed, each AUTHORITY will be represented by and be responsible for its own attorney(s) and legal costs to review any agreement among the AUTHORITIES.
5. Operational and administrative as well as governance changes may be needed to implement an effective collaborative solution.
6. Any potential operational or governance agreement among the AUTHORITIES shall be beneficial to each in its own right, both financially and in terms of the level and quality of services provided. The Boards of the independent AUTHORITIES will make this determination.
7. Any potential operational or governance agreement among the AUTHORITIES shall strive to be beneficial, or be at least neutral, to each AUTHORITY, both financially and in terms of the level and quality of services provided.
8. Implementation of any operational or governance agreement shall be structured and phased in a manner that minimizes disruption of ongoing operations of each AUTHORITY.

SCGA - SGA – RWA

3x3 Ad Hoc Committee Closing

July 5, 2022

The purpose of the 3x3 Ad Hoc Committee was to jointly explore effective and appropriate governance structures for the consolidation of SGA and SCGA. The 3x3 served as a representative group to anticipate and consider issues in developing governance proposals, refining the proposals based on feedback received from the Authorities' boards.

At its July 5, 2022, meeting, the Ad Hoc Committee concluded its activities with this statement for its boards:

Considering all of the input from the SGA and SCGA Boards, the 3x3 Ad Hoc Committee was unable to develop consensus around a governance proposal that would broadly satisfy the interests of all SGA and SCGA members and be likely to gain support from the JPA signatories.

Committee Members

SGA

Chair, Marcus Yasutake
Vice Chair Randy Marx
Director Mary Harris

SCGA

Chair Paul Schubert
Vice Chair Dalia Fadl
Director Brett Ewart

RWA

Chair Dan York
Vice Chair Tony Firenzi
Director Kerry Schmitz

Jim Peifer, SGA and RWA Executive Director
John Woodling, Interim SCGA Executive Director

AGENDA ITEM 3f: RESOLUTION NO. 2022-05. A RESOLUTION OF THE BOARD OF DIRECTORS OF THE REGIONAL WATER AUTHORITY AUTHORIZING THE GRANT APPLICATION, ACCEPTANCE, AND EXECUTION FOR THE SACRAMENTO REGIONAL DIRECT INSTALLATION AND TURF REPLACEMENT WATER EFFICIENCY AND RESILIENCY PROGRAM

BACKGROUND:

The RWA staff proposes to apply for a grant for a direct installation of efficient water use items including direct installation of fixtures and turf replacement. The grant may include other water resilience items. The Board approval of the resolution is a necessary element of the application process.

Attachment: Resolution No. 2022-05

RESOLUTION NO. 2022-05.
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE REGIONAL WATER
AUTHORITY AUTHORIZING THE GRANT APPLICATION, ACCEPTANCE, AND
EXECUTION FOR THE SACRAMENTO REGIONAL DIRECT INSTALLATION
AND TURF REPLACEMENT WATER EFFICIENCY AND RESILIENCY
PROGRAM

WHEREAS, The Regional Water Authority proposes to implement Sacramento Regional Direct Installation and Turf Replacement Water Efficiency and Resiliency Program;

WHEREAS, The Regional Water Authority has the legal authority and is authorized to enter into a funding agreement with the State of California; and

WHEREAS, The Regional Water Authority intends to apply for grant funding from the California Department of Water Resources for the Sacramento Regional Direct Installation and Turf Replacement Water Efficiency and Resiliency Program;

THEREFORE, BE IT RESOLVED by the Board of Directors of the Regional Water Authority as follows:

1. That pursuant and subject to all of the terms and provisions of Budget Act of 2021 (Stats. 2021, ch. 240, § 80) as amended (Stats. 2022, ch. 44, § 25), the Regional Water Authority Executive Director, or designee is hereby authorized and directed to prepare and file an application for funding with the Department of Water Resources, and take such other actions necessary or appropriate to obtain grant funding.
2. The Regional Water Authority Executive Director, or designee is hereby authorized and directed to execute the funding agreement with the Department of Water Resources and any amendments thereto.
3. The Regional Water Authority Executive Director, or designee is hereby authorized and directed to submit any required documents, invoices, and reports required to obtain grant funding.

CERTIFICATION I hereby certify that the foregoing Resolution was duly and regularly adopted by the Board of Directors of the Regional Water Authority at the meeting held on November 10, 2022, motion by [member name] and seconded by [member name], motion passed by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

AGENDA ITEM 4: APPROVE GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT'S MEMBERSHIP WITH THE RWA (requires two-thirds vote in the affirmative of all the Board members per RWA Policy 100.1, section 15)

BACKGROUND:

The Georgetown Divide Public Utility District has requested to become a member of the RWA. The Georgetown Divide is located between the Middle and South Forks of the American River, nestled in the heart of the Sierra Nevada Foothills and Northern California's Gold Country.

The Georgetown Divide Public Utility District was formed under the authority of California Public Utility District Act. The District was formed on June 4, 1946; however, the origins of District facilities can be directly traced back to 1852 and the El Dorado, Pilot and Rock Creek Canal Companies. A key element of the District's water supply is the Stumpy Meadows Reservoir, a 20,000 acre - foot impoundment on Pilot Creek, at the eastern edge of the district.

The Georgetown Divide is located between the Middle and South Forks of the American River, nestled in the heart of the Sierra Nevada Foothills and Northern California's Gold Country.

Information and Discussion: Jim Peifer, Executive Director

ACTION: APPROVE GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT'S MEMBERSHIP WITH THE RWA

Attachment:
Georgetown Divide Public Utility District letter

OCT 21 2022



Georgetown Divide
Public Utilities District

6425 Main Street
Georgetown, CA 95634

Phone: (530) 333-4356
Fax: (530) 333-9442

October 18, 2022

James Peifer
Executive Director
Regional Water Authority
5620 Birdcage Street, Ste 180'
Citrus Heights, CA 95610

Dear Mr. Peifer,

The Georgetown Public Utility District (GDPUD) is interested in joining the Regional Water Authority.

As a California Special District, GDPUD manages:

- **Domestic water** 2 water treatment plants, 12 storage tanks, \pm 200 miles of transmission pipeline, \pm 3,700 service connections.
- **Irrigation System** 70 miles of ditch, 14 miles of pipeline, 44 waste gates, 11 reservoirs, 2 jurisdictional dams, 8 flumes, \pm 4,000-foot tunnel, \pm 380 active service connections.

Thank you for your consideration. Let me know if you need anything further. I look forward to hearing from you after your Board meeting.

Respectfully,

A handwritten signature in blue ink, appearing to read 'Nicholas Schneider', is written over the word 'Respectfully,'.

Nicholas Schneider
General Manager

AGENDA ITEM 5: PRESENTATION OF RESOLUTION 2022-03 HONORING ROB SWARTZ FOR HIS YEARS OF SERVICE

Action: Adopt Resolution 2022-03

Resolution No. 2022-3

**A Resolution Honoring Robert J. Swartz, PG, CHG,
On His Significant Contributions to the Regional Water Authority**

Whereas, Robert “Rob” J. Swartz, PG, CHG, completed over 19 years of service with the Regional Water Authority, having been hired as a Senior Project Manager on March 3, 2003 and lastly promoted to Manager of Technical Services on May 26, 2014; and

Whereas, Rob’s dedication to public service and expertise in the water industry has successfully advanced RWA’s mission of to serve, represent and align the interests of regional water providers and stakeholders for the purpose of improving water supply reliability, availability, quality and affordability; and

Whereas, Rob’s focus on long-term sustainability has positioned the region to enjoy a high level of water supply reliability well into the future with numerous contributions to the region including: the Regional Water Reliability Plan, the Sacramento Regional Water Bank, Water Transfers/Conjunctive Use Programs along with significant contributions in assisting local agencies fund projects; and

Whereas, Rob has earned the admiration and respect of his fellow employees, colleagues, the Board of Directors and the public for his dedication, approachability, zeal, hard work and consummate professionalism; and

Now therefore, be it resolved by the Board of Directors of the Regional Water Authority that:

The Board of Directors expresses its deep and sincere appreciation to Robert J. Swartz, PG, CHG, for his years of dedicated public service to the Authority.

The Board of Directors wishes Rob all the best for a healthy, happy and productive future.

PASSED AND ADOPTED by the Board of Directors of the Regional Water Authority on this 10th day of November 2022.

By:

Dan York
Chairperson, Regional Water Authority

James Peifer,
Executive Director, Sacramento Groundwater Authority

**AGENDA ITEM 6: PRESENTATION OF RESOLUTION 2022-04 HONORING CECILIA
PARTRIDGE FOR HER YEARS OF SERVICE**

Action: Adopt Resolution 2022-04

Resolution No. 2022-4

A Resolution Honoring Cecilia Partridge on Her Years of Service

Whereas, Cecilia Partridge has completed over 18 years of service with the Regional Water Authority, having been hired as an Administrative Assistant on September 16, 2004 and with her last position held being Executive Assistant; and

Whereas, Cecilia proudly served three Executive Directors, numerous Board of Directors for both the Regional Water Authority and Sacramento Groundwater Authority, co-workers, vendors and countless members of the public; and

Whereas, Cecilia's commitment to putting others first meant that they were taken care of regardless of the size, distance, timing and nature of their requests; and

Whereas, Cecilia's reputation as a compassionate listener was evident to every person she met while making each one feel at home and valued; and

Whereas, Cecilia displayed true camaraderie by supporting her fellow co-workers with birthday cards, potlucks, baked goods, or a friendly smile; and

Whereas, since 2004, Cecilia has been a much-loved member of the Regional Water Authority and Sacramento Groundwater Authority;

Now therefore, be it resolved by the Board of Directors of the Regional Water Authority that:

The Board of Directors thanks Cecilia Partridge for her exceptional service, congratulates her upon her retirement, and wishes her the best in her future endeavors.

PASSED AND ADOPTED by the Board of Directors of the Regional Water Authority on this 10th day of November 2022.

By:

Dan York
Chairperson, Regional Water Authority

James Peifer,
Executive Director, Sacramento Groundwater Authority

AGENDA ITEM 7: EMPLOYEE COMPENSATION SURVEY AND RECLASSIFICATION STUDY

BACKGROUND:

This staff report discusses the following items:

1. Recommendations from RGS Consultants and the Executive Committee on adjustments of salary ranges
2. Recommended reclassifications of two staff positions in the RWA
3. A recommended title change for one staff position in the RWA
4. To make the Board of Directors aware that the RWA will need to increase its administrative capacity.

[RWA Policy 400. 2 \(Employee Compensation Policy\)](#) generally requires a compensation survey be performed every five years. The policy states:

“It is the intent of the Authority to provide employee compensation (pay and benefits) that is fair and equitable and that is comparable, based upon an employee’s experience, skills and performance consistent with established job descriptions, and with that of similar water and public entities regionally. As a small, professional, management-focused organization, it is the intent of the Authority to provide employee compensation at or above the labor market for the industry and the geographic area. The compensation practices of the Authority will be competitive within the industry and geographical area to attract the most qualified candidates and to minimize turnover of its employees.”

Earlier this year, the Executive Committee directed the staff to utilize a set of comparable agencies for salary and total compensation, per the policy. The policy requires the Executive Director to use the results of the survey to propose modifications to base rate of pay and/or benefits necessary to achieve the intent of Policy 400.2. The proposed pay ranges should include consideration of such things as 1) the mean, median and 62.5th percentile of the compensation data, 2) the comparability of surveyed classifications to RWA job classifications, and 3) RWA experience recruiting and retaining staff in each classification.

Ms. Patty Howard from RGS Consultant submitted proposed recommended salary ranges to the Executive Director. The Executive Director presented the proposed salary ranges to the Executive Committee meeting at its October 26th meeting. The Executive Committee unanimously recommended the Board of Directors approve the proposed salary ranges.

The Executive Director will be making a presentation to the Board of Directors on proposed salary ranges. The proposed salary ranges are attached.

Reclassification of Positions and Retitling the Financial and Administrative Services Manager Position

Ms. Patty Howard presented her findings for potential reclassifications for certain employees performing duties that are outside of their job description. Ms. Howard's recommendations including creating a new position for a Government Relations Manager, create a new Project Research Assistant II position, and for the Financial and Administrative Manager I position, to remove the "I" and "II" designations.

The Executive Committee recommends the Board create the positions for Government Relations Manager and Project Research Assistant II. The committee recommends that the Board change the title for the Financial and Administrative Services Manager.

Administrative Capacity is insufficient within the RWA

Ms. Howard identified that the Financial and Administrative Services Manager's workload is too high and recommended additional staff resources to resolve that. It should be noted that the number of programs the RWA has provided to its members has grown over the last several years, but the administrative capacity has not kept pace with the program offerings. This will be an item to explore and consider during the upcoming RWA budget process.

Information and Presentation: Jim Peifer, Executive Director

Action: Approve Proposed Salary Ranges

Action: Approve of classifications for Government Relations Manager and Project Research Assistant II to become effective in Fiscal Year 2023/2024

Action: Change title of the Finance and Administrative Manager I to Finance and Administrative Manager

Attachments:

RGS recommendations for salary ranges

RGS reclassification report

Proposed Position Descriptions

EXISTING MONTHLY SALARY SCHEDULE OF RWA POSITIONS

Per RWA Policy 400.2 Exhibit A

Classification	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Manager of Technical Services	\$14,088	\$14,574	\$15,095	\$15,654	\$16,256	\$16,906
Manager of Strategic Affairs	\$14,088	\$14,574	\$15,095	\$15,654	\$16,256	\$16,906
Manager of Government Relations*						
Principal Project Manager	\$11,524	\$11,922	\$12,347	\$12,805	\$13,297	\$13,829
Senior Project Manager	\$9,688	\$10,022	\$10,380	\$10,765	\$11,179	\$11,626
Associate Project Manager	\$6,877	\$7,114	\$7,368	\$7,641	\$7,935	\$8,252
Finance & Admin Services Manager	\$8,627	\$8,972	\$9,316	\$9,661	\$10,006	\$10,352
Executive Assistant	\$5,774	\$5,973	\$6,187	\$6,416	\$6,663	\$6,929
Project Research Assistant II*						
Project Research Assistant	\$5,166	\$5,344	\$5,535	\$5,740	\$5,961	\$6,199

* Proposed new classification resulting from reclassification of existing class. Does not result in additional allocated positions.

Proposed Salaries to Reflect External Market and Maintain Internal Alignment

CLASSIFICATION	CURRENT	PROPOSED	% DIFFERENCE	NOTES
Manager of Technical Services	\$16,906	\$17,202	-1.72%	Maintain 20% differential between Principal Project Manager and Manager of Technical Services Manager
Manager of Strategic Affairs	\$16,906	\$17,202	-1.72%	Set salary equal to Manager of Technical Services
Manager of Government Relations*	\$0	\$17,202	-100.00%	Set salary equal to Manager of Technical Services
Principal Project Manager	\$13,829	\$14,335	-3.53%	Maintain 20% differential between Senior and Principal Project Manager
Senior Project Manager	\$11,626	\$11,946	-2.68%	Increase salary to within 5% of 62.5 percentile
Associate Project Manager	\$8,252	\$8,541	-3.38%	Increase salary to within 5% of 62.5 percentile
Finance & Admin Services Manager	\$10,352	\$11,975	-13.55%	Increase salary to within 5% of 62.5 percentile
Executive Assistant	\$6,929	\$6,929	0.00%	Maintain current salary range based on compensation study
Project Research Assistant II*	\$0	\$7,129	-100.00%	Set 15% above Project Research Assistant I
Project Research Assistant	\$6,199	\$6,199	0.00%	Maintain current salary range based on compensation study

Proposed new classification resulting from reclassification of existing class. Does not result in additional allocated positions.

PROPOSED MONTHLY SALARY SCHEDULE OF RWA POSITIONS

November 10, 2022

Recommended Salary Ranges per Compensation Study

Classification	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Manager of Technical Services	\$14,335	\$14,830	\$15,359	\$15,928	\$16,541	\$17,202
Manager of Strategic Affairs	\$14,335	\$14,830	\$15,359	\$15,928	\$16,541	\$17,202
Manager of Government Relations*	\$14,335	\$14,830	\$15,359	\$15,928	\$16,541	\$17,202
Principal Project Manager	\$11,946	\$12,358	\$12,799	\$13,273	\$13,784	\$14,335
Senior Project Manager	\$9,955	\$10,298	\$10,666	\$11,061	\$11,487	\$11,946
Associate Project Manager	\$7,118	\$7,363	\$7,626	\$7,908	\$8,213	\$8,541
Finance & Admin Services Manager	\$9,979	\$10,323	\$10,692	\$11,088	\$11,514	\$11,975
Executive Assistant	\$5,774	\$5,973	\$6,187	\$6,416	\$6,663	\$6,929
Project Research Assistant II*	\$5,941	\$6,146	\$6,365	\$6,601	\$6,855	\$7,129
Project Research Assistant	\$5,166	\$5,344	\$5,535	\$5,740	\$5,961	\$6,199

* Proposed new classification resulting from reclassification of existing class. Does not result in additional allocated positions.

RGS SALARY RECOMMENDATIONS

Manager of Technical Services

The compensation study found the current RWA salary for this position is slightly above the 62.5 percentile. However, it should be noted that the study found only four (4) comparable classes within the comparison agencies. While valid, this is the minimum number of comparable classes customarily required to determine the validity of the data. Therefore, RGS recommends no change to this salary range.

Manager of Strategic Affairs

RGS could not find sufficient data to provide a valid salary recommendation based on the market. Therefore, RGS recommends the current salary relationship be maintained, and the salary for this classification be set equal to the Manager of Technical Services.

Manager of Government Relations

This is a new classification proposed as a result of the classification study conducted. Due to the scope and complexity of the work, the various internal and external contacts required, the reporting relationship, and education and experience requirements, it is recommended the salary range for this classification be set equal to the Manager of Technical Services.

Principal Project Manager

The compensation study found the top step of the salary range for this classification is within the 62.5 percentile. Therefore, no salary adjustment is recommended

Senior Project Manager

The compensation study found the top step of this classification's salary range is 7.51% below the 62.5 percentile. Therefore, it is recommended the salary be increased to ensure the salary is within 5% of the 62.5 percentile for this classification.

Associate Project Manager

The compensation study found that the top step of this classification's salary range is 8.12% below the 62.5 percentile. Therefore, it is recommended the salary be increased to ensure the salary is within 5% of the 62.5 percentile for this classification.

Finance and Administrative Services Manager (Previously Finance and Administrative Services Manager I)

The compensation study found the top step of the salary range of this classification is 17.7851% below the 62.5 percentile. Therefore, it is recommended the salary be increased to ensure the salary is within 5% of the 62.5 percentile for this classification.

Executive Assistant

The compensation study found the top step of the salary range for this classification is within the 62.5 percentile. Therefore, no salary adjustment is recommended

Project Research Assistant II

This is a new classification proposed as a result of the classification study conducted. This classification is the journey-level class in the Project Research Assistant class series. Classifications related to each other by discipline, duties, or responsibilities but separated by level of complexity or authority (entry, journey) should be separated by approximately 10-15%. Based on the generally accepted HR practices and to ensure internal salary alignment, RGS recommends the salary for Project Research II be set fifteen percent (15%) above the Project Research Assistant I.

Project Research Assistant I (Previously Project Research Assistant)

The compensation study found the top step of the salary range for this classification is within the 62.5 percentile. Therefore, no salary adjustment is recommended

RGS SALARY RECOMMENDATIONS

Manager of Technical Services

The compensation study found the current RWA salary for this position is slightly above the 62.5 percentile. However, it should be noted that the study found only four (4) comparable classes within the comparison agencies. While valid, this is the minimum number of comparable classes customarily required to determine the validity of the data. Therefore, RGS recommends no change to this salary range.

Manager of Strategic Affairs

RGS could not find sufficient data to provide a valid salary recommendation based on the market. Therefore, RGS recommends the current salary relationship be maintained, and the salary for this classification be set equal to the Manager of Technical Services.

Manager of Government Relations

This is a new classification proposed as a result of the classification study conducted. Due to the scope and complexity of the work, the various internal and external contacts required, the reporting relationship, and education and experience requirements, it is recommended the salary range for this classification be set equal to the Manager of Technical Services.

Principal Project Manager

The compensation study found the top step of the salary range for this classification is within the 62.5 percentile. Therefore, no salary adjustment is recommended

Senior Project Manager

The compensation study found the top step of this classification's salary range is 7.51% below the 62.5 percentile. Therefore, it is recommended the salary be increased to ensure the salary is within 5% of the 62.5 percentile for this classification.

Associate Project Manager

The compensation study found that the top step of this classification's salary range is 8.12% below the 62.5 percentile. Therefore, it is recommended the salary be increased to ensure the salary is within 5% of the 62.5 percentile for this classification.

Finance and Administrative Services Manager (Previously Finance and Administrative Services Manager I)

The compensation study found the top step of the salary range of this classification is 17.7851% below the 62.5 percentile. Therefore, it is recommended the salary be increased to ensure the salary is within 5% of the 62.5 percentile for this classification.

Executive Assistant

The compensation study found the top step of the salary range for this classification is within the 62.5 percentile. Therefore, no salary adjustment is recommended

Project Research Assistant II

This is a new classification proposed as a result of the classification study conducted. This classification is the journey-level class in the Project Research Assistant class series. Classifications related to each other by discipline, duties, or responsibilities but separated by level of complexity or authority (entry, journey) should be separated by approximately 10-15%.

Based on the generally accepted HR practices and to ensure internal salary alignment, RGS recommends the salary for Project Research II be set fifteen percent (15%) above the Project Research Assistant I.

Project Research Assistant I (Previously Project Research Assistant)

The compensation study found the top step of the salary range for this classification is within the 62.5 percentile. Therefore, no salary adjustment is recommended

REGIONAL WATER AUTHORITY 2022 CLASSIFICATION STUDY REPORT

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ATTACHMENTS

Job Specifications;
Manager of Government Relations
Project Research Assistant I/II

2022 CLASSIFICATION STUDY REPORT

EXECUTIVE SUMMARY

The Regional Water Authority (RWA) engaged Regional Government Services (RGS) to conduct a classification study for three (3) specific classifications within the agency. These included:

- Finance and Administrative Services Manager
- Principal Project Manager (Government Relations)
- Project Research Assistant

The purpose of the study was to provide classification and salary recommendations for the study positions, which:

- Accurately reflect and recognize the level and scope of work performed by staff.
- Ensure job classification specifications reflect current programs, responsibilities, technology, and changes in regulatory requirements.
- Ensure a future classification and compensation structure that is viable and sustainable, and in keeping with the overall RWA classification plan.

METHODOLOGY

The methodology employed in conducting this study was as follows:

- Reviewed and analyzed the Position Description Questionnaires (PDQs), current classification specifications, and other related specifications and documents.
- Interviewed all incumbents to confirm and clarify all submitted documentation and review the positions' duties and responsibilities.
- Analyzed the scope and complexity of the responsibilities and tasks performed and the skills, knowledge, and abilities required,
- Developed options and recommendations based on the analysis of the above information.

BACKGROUND

The RWA was created in June 2001 to assist members in implementing the new Water Forum Agreement commitments to groundwater management, water conservation, and other elements. Since then, the RWA has evolved to meet member agency needs, including helping members secure grants that support increased water supply reliability for the region. The RWA has created water use efficiency programs and a state advocacy program that has positively influenced legislative outcomes and raised the region's profile.

Most staff also allocate a portion of their time in support of the Sacramento Groundwater Authority (SGA). The SGA is a joint powers authority created to collectively manage the groundwater basin underlying Sacramento County north of the American River. SGA's formation in 1998 was inspired by the Sacramento Area Water Forum, a nationally recognized collaborative process to reach consensus among 40 local utilities, business leaders, and the environmental community to preserve the lower American River and ensure a reliable water supply.

FINDINGS/ANALYSIS

FINANCE AND ADMINISTRATIVE SERVICES MANAGER I

The primary functions of the Finance and Administrative Services Manager I is to plan, organize, direct, manage and review the financial and accounting operations of the Authority; administer human resource functions; serve as Board Secretary and Treasurer; and ensure that general office administrative support is provided.

The incumbent, Josette Reina-Luken, was hired by the RWA in her current position in October 2019. Her time is allocated fifty percent (50%) to the RWA and fifty percent (50%) to the SGA.

Findings

The study found the incumbent spends approximately twenty-two percent (22%) of her time planning, coordinating, and preparing for the RWA and SGA annual audits. This includes year-end close, reconciliation, grant and program final entries, review of all accounting schedules requested by the accounting consultant for GASB compliance and agency auditor, providing requested documentation for sample audit, and compilation of audit report, including drafting the MD&A section of the ACFR.

The incumbent spends twelve percent (12%) of her time developing the annual budget, including annual budget development, compilation of dues or fees schedule, multiple presentations to the BOD, and review of all subscription program budgets (WEP, Strategic Affairs, RWA projects, and grants). This item also includes a quarterly review of the budget with the Executive Director and budget reports provided as part of government-required financial disclosures, budget policy review, and elections of treasury and investments.

The incumbent spends approximately twenty-nine percent (29%) of her time performing accounting and payroll oversight and processing duties. This includes the weekly A/P, A/R, bank deposits, bi-weekly payroll production, and payment, including PERS reporting for RWA and SGA, 457 for RWA, and leave accruals, including stipend payments and retiree health payments.

The incumbent spends approximately twenty-one percent (21%) of her time supporting the RWA and SGA Board of Directors. This includes the organization, preparation, and review of RWA and SGA regular and special board meeting agendas, packets, resolutions, and minutes, and coordination of all staff report inputs and attachments. The incumbent also ensures that the website is updated with board-approved information and serves as Secretary to the Board for all board and executive committee meetings.

In addition to these functions, the incumbent is responsible for overseeing and performing Human Resources duties (approximately 4%), including recruitment and onboarding, preparation of performance evaluations, changes in payroll, open enrollment, benefits administration, and policy development; I.T. and facility coordination duties (approximately 8%) including coordinating I.T. upgrades, ordering required hardware and software; hiring and oversight of building contractors, communication with the building owner, handling insurance claims and real estate coordination for remote and primary office locations; and general administrative duties (approximately 3%) including filing, making copies, and records retention.

Analysis

A review of the job specification for Finance and Administration Manager I and the interview with the incumbent found that the duties performed by the incumbent are reflected in the current job specification. As there is little difference between the duties performed by the incumbent and those outlined in the job specification, a reclassification is not warranted. However, there are classification modifications that are recommended.

The duties outlined in the current job specification include high-level, complex, analytical duties (i.e., audit, budget), technical (payroll, benefits administration), and clerical (filing, copying). These varied job duties are too broad for a single classification. This has created a nearly unmanageable workload for the incumbent. Therefore, RGS recommends the Authority consider the creation of a lower-level classification of Administrative Technician. This position could be responsible for payroll processing, various H.R. duties, and Board support duties. In addition, this position could provide administrative support to the Finance and Administrative Manager I for various analytical projects and functions.

Upon review of the Finance and Administration Manager class series (I/II), it was found the only difference between the I and the II level of this class series is that the II requires the incumbent be a Certified Public Accountant (CPA). As the duties and responsibilities are the same at both levels, it is recommended the Authority consider establishing a single classification of Finance and Administration Manager. The Authority could then consider a monetary stipend for incumbents that possess a CPA.

PRINCIPAL PROJECT MANAGER (GOVERNMENT RELATIONS)

The primary functions of the Principal Project Manager (Government Relations) are to plan, organize, direct and manage Regional Water Authority and Sacramento Groundwater Authority state legislative and regulatory policy activities to advance the interests of the Authorities and their members; to coordinate activities with member agencies; and to provide highly complex staff assistance to the Executive Director.

The incumbent, Ryan Ojakian, was hired by the RWA in his current position in November 2018. His time is allocated ninety percent (90%) to the RWA and ten percent (10%) to the SGA.

Findings

The study found the incumbent spends approximately twenty percent (20%) of his time analyzing new legislative and policy proposals. This includes recommending legislative and policy solutions that are consistent with the RWA mission and have the prospects of success in the legislative and policy arena. Discuss and assess solutions with the Executive Director, Executive Committee, and the Board of Directors as necessary.

The incumbent spends approximately twenty percent (20%) of his time coordinating strategies to mitigate the impacts of new legislative and policy proposals. This includes working internally with membership on crafted solutions and working externally with statewide associations and other agencies and interest groups to advance beneficial legislation and policies and stop or decrease the impact of harmful legislation and policies.

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The incumbent spends approximately fifteen percent (15%) of his time developing messaging and communications for the Authority. This includes participating in developing talking points, press releases, media interviews, informational flyers, and member updates.

The incumbent spends approximately ten percent (10%) of his time building, maintaining, and enhancing relationships with non-governmental entities in the region, including participating in the Capital Region Climate Readiness Collaborative and regional discussions on state funding for community-based climate adaptation funding.

The incumbent spends approximately ten percent (10%) of his time preparing and delivering presentations in various settings and audiences to improve understanding of how water supply reliability can be maintained in the region and changes in hydrology.

In addition, the incumbent spends approximately five percent (5%) of his time on each of the following duties:

Developing legislative policy with direction from the Executive Director and Executive Committee for adoption by the RWA board.

Advocating for or against legislation in the Legislature, including testifying in committee on bills. Meeting with Legislators, Committee staff, and Legislative staff to present and develop positions on bills, crafting position letters on bills and budget.

Interacting with and building positive working relationships with Legislators, Legislative staff, state agencies and department heads, and department staff to advance water supply reliability in the region while maintaining the affordability of water. In this role, the incumbent also provides educational tours for Legislators and Legislative staff.

Building, maintaining, and enhancing relationships with other regional government entities, conducting regional government advocate meetings, and building partnerships with regional entities of common interests.

Engaging in the state budget providing funding for the RWA mission, including interacting with the local delegation on direct funding for projects that advance regional conjunctive use and funding for competitive statewide grants for multi-benefit projects and groundwater recharge.

Analysis

A review of the current job specification for the Principal Program Manager (Government Relations) found that the fundamental duties are outlined. However, the job specification fails to reflect the leadership role of the incumbent or the level of complexity, the consequence of error, the expectation of outcomes, and the external contacts required for the position.

To better reflect the above classification factors, the job specification for Manager of Government Relations should be considered (draft job specification attached). This title creates consistency with other RWA management team classifications.

2022 CLASSIFICATION STUDY REPORT

It is recommended the job specification better reflect the complex nature of the work performed and the responsibility the incumbent has for the final outcome of their efforts. The incumbent must have a sophisticated understanding and skill to coordinate legislative strategies with other interested parties and advocacy groups such as member agencies, community, industry groups, and the media.

The incumbent must also have advanced communication skills to effectively lobby, inform, persuade, influence, negotiate and participate in legislative and policy decision-making. They must advocate the RWA interests with various government officials and develop, recommend, and implement strategies to protect and promote the RWA and its member agencies.

Additionally, as the incumbent must work with stakeholders from various agencies and levels of government, the job specification and title should be recognizable to those with whom they work. This change not only creates consistency between RWA and other agencies but provides the incumbent with additional credibility and like standing among those with whom they work.

No salary adjustment for the Manager of Government Relations is recommended at this time. As the RWA is about to conduct an agency-wide compensation study, it is recommended that any salary adjustment result from that study.

PROJECT RESEARCH ASSISTANT

The major functions of the Project Research Assistant are to perform a variety of technical and professional duties in support of project managers related to the implementation of activities associated with Regional Water Authority's core and subscription-based programs and Sacramento Groundwater Authority activities; to provide support for Authority grants; and to provide staff assistance to the Executive Director, member agencies, and higher-level staff.

The incumbent, Monica Garcia, was hired by the RWA as a student intern in 2006. She was promoted to her current position in 2011. Her time is allocated eighty percent (80%) to the RWA and twenty percent (20%) to the SGA.

Findings

The study found the incumbent spends approximately thirty-six percent (36%) of her time managing various grants. She assists the Executive Director by maintaining a record of all grants received by the agency and the members. She also works on the project agreements, including coordinating with all participants, managing the budget, writing grant reports, and coordinating with the grant agency.

The incumbent spends approximately sixteen (16%) of her time monitoring wells in the region, compiling hydrographs, and collecting and organizing pumping data for the SGA model.

The incumbent spends approximately fifteen percent (15%) of her time in public outreach, including participating in all Water Efficiency Public Outreach Meetings, coordinating with the contractor, and using the editorial calendar to post items to the websites, Facebook, Twitter, and

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Instagram. She also maintains the agency website, which includes posting updated information and the MailChimp distribution list.

The incumbent spends approximately twelve percent (12%) of her time supporting the Program Manager (Water Efficiency). This includes taking notes at meetings, responding to member inquiries, updating the drought map and rebate table, reviewing invoices, and creating flyers for events.

The incumbent spends approximately nine percent (9%) of her time organizing landscaper trainings. This includes Qualified Water Efficient Landscaper (QWEL), irrigation trainings, and online training for professionals and the public. The incumbent finds site locations, advertises the event, coordinates with instructors, and completes all administrative tasks to ensure a successful event.

The incumbent spends approximately seven percent (7%) of her time maintaining a map of members, preparing maps for analysis, preparing maps for grant applications, and maintaining the online maps for the public

The incumbent spends the remainder of her time providing administrative support in the budget process, organizing meetings for the Water Quality Group, and coordinating the newly created purchasing program.

Analysis

Several of the duties described by the incumbent are outlined in the current job specification. However, the Project Research Assistant is described as an entry-level class. At the entry level, incumbents work under close supervision and perform more routine duties while learning Agency policies and procedures and becoming familiar with various systems and practices. As experience is gained, duties become more diversified and are performed under more general supervision.

Alternatively, at the journey level, incumbents are fully competent to independently perform the full range of the duties outlined in the job specification. Successful performance requires a thorough knowledge of agency procedures, the ability to exercise sound independent judgment within established guidelines, and skill in directing the work of others.

As the incumbent has held the position for over nine (9) years, she is no longer performing at the entry level. She works with limited supervision and performs the full range and most complex work described within the job specification. Therefore, it is recommended the Authority establish an alternatively staffed classification of Project Research Assistant I/II and reclassify the position and incumbent to the Project Research Assistant II classification.

Salary Recommendation

RGS applies specific standards common in the industry when analyzing internal salary alignment and equity. Classifications related to each other by discipline, duties, or responsibilities but separated by level of complexity or authority (entry, journey) should be separated by

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approximately 10-15%. Salary compaction occurs when the salary differential is five percent (5%) or less.

Based on the current compensation plan, it is recommended that the salary for Project Research II be set fifteen percent (15%) above the Project Research Assistant I at \$7,129/month. This salary would also establish a fifteen percent (15%) salary differential between the Project Research Assistant II and the Associate Project Manager.

SUMMARY OF RECOMMENDATIONS

- Retitle the Finance and Administration Manager I to Finance and Administrative Manager.
- Replace the Principal Project Manager (Government Relations) classification with the proposed Manager of Government Relations classification.
- Consider the addition of an Administrative Technician classification to alleviate the workload of the Finance and Administrative Manager.
- Approve the updated job classification specifications of Project Research Assistant I/II.
- Set the salary for Project Research Assistant II 15% above the Project Research Assistant I at \$7,129/month (top step).
- Reclassify the position and incumbent currently filling the Project Research Assistant to Project Research Assistant II and set the specific salary for the incumbent in accordance with the RWA rules on compensation.

REGIONAL WATER AUTHORITY

Manager of Government Relations

The information and descriptions herein reflect general details describing the primary functions, scope of responsibility, required knowledge and required abilities of this job. This job description is not to be construed as exclusive nor all-inclusive. Other duties may be required and assigned.

GENERAL STATEMENT OF THE JOB:

To provides leadership on local, state, and federal government relations, including with cities, counties, the State Legislature, Congress and across all agencies; leads the design, development and implementation of government relations strategies and specific actions to advance the RWA's initiatives to the benefit of its member agencies; oversee policy analysis, guidance and recommendations on legislation, regulation and stakeholder engagement that may affect the RWA, its mission, initiatives or the RWA member agencies and contract agencies.

SUPERVISION RECEIVED AND EXERCISED:

Receives administrative direction from the Executive Director.

The Manager of Government Relations is responsible for directing and delegating the work of consultants and office administrative staff on multiple, simultaneous projects

ESSENTIAL JOB FUNCTIONS:

- Establishes and implements short- and long-range organizational goals, objectives, strategic plans, policies, and operating procedures in the area of government relations.
- As part of the Authority's management team, assists in the development and implementation of the mission and vision of the Authority.
- Monitors and evaluates programmatic and operational effectiveness, and effects changes required for improvement.
- Acts as the primary liaison between the RWA and other governmental agencies, public entities, or key stakeholders on issues of governmental relations.
- Successfully lobby, influence, persuade, and advocate RWA interests at the local, state, and federal levels.
- Provides frequent updates to the Agency's Executive Director, RWA and SGA staff, RWA Executive Committee, the RWA board of directors, and key stakeholders.
- Establishes and maintains constructive relationships with elected and appointed officials on a federal, state, and local level and invests considerable time and energy in prioritized networking activity.
- Apprises the Executive Director of pertinent legislative issues, external factors, and policy proposals and actions that could impact the RWA, its member agencies and contract agencies.
- Understands, communicates, and advocates for RWA priorities to governmental officials, local, statewide, and national organizations, and other government entities on key legislative issues.

- Coordinate with communications consultants on the development and placement of messages to advance the RWA advocacy interests and goals, including website content, social media content, op-ed materials. Develop and coordinate media pitches.
- Serves as a key representative for the RWA at legislative sessions, before state bodies, and federal agencies in support of goals and objectives.
- Shapes and influences legislative programs and other critical business issues in alignment with RWA policies, goals, and objectives.
- Works with lobbyists and legislators in establishing and implementing a lobbying strategy, both proactive and responsive.
- Prepares communications to and for key stakeholders regarding pertinent issues on legislative changes; directs and oversees the development of materials in support of the government relations agenda, such as talking points, legislative summaries, factsheets, testimony, reports, and letters.
- Assists the Board of Directors, the Executive Committee and the Executive Director on policy development and problem resolution.
- Answers questions and provides information to the public.
- Builds and maintains positive working relationships with co-workers, member agency staff, Board of Directors and the public using principles of good customer service.
- Ensures coordination of multiple project committees.
- Performs other duties as assigned.

REQUIRED KNOWLEDGE AND ABILITIES:

Knowledge of:

- Principles and practices of leadership, mentoring, and training.
- Federal and state laws, rules policies, regulations, and legislation of concern to member agencies.
- California Water Resources issues, including conjunctive use, integrated planning, water reuse, and demand management.
- Procedures, operations, and functions of legislative and regulatory agencies at the state and federal levels.
- Legislative and regulatory research methods and procedures.
- Principles and practices of group facilitation and interest-based negotiations.
- Advanced analytical methods and procedures.
- Principles and practices of public policy administration.
- Principles and practices of budget monitoring.
- Pertinent local, State and Federal laws, ordinances, and rules related to water.
- Board meeting protocol and procedures.
- English usage, spelling, grammar, and punctuation.
- Technical report writing.
- Modern office methods, procedures, and equipment.
- Computers and word processing, spreadsheets, and database software applications.

Ability to:

- Organize, implement, and direct highly complex legislative and regulatory activities.
- Analyze and interpret state legislation, regulations, and policies and prepare recommendations.
- Lobby, influence, persuade, and advocate RWA interests at the local, state, and federal levels.
- On a continuous basis, know and understand all aspects of the job; intermittently analyze work papers, reports, and special projects; identify and interpret technical and numerical information; observe and problem solve operational and technical policy and procedures.
- On a continuous basis, sit at desk for long periods of time; intermittently twist to reach equipment surrounding desk; perform simple grasping and fine manipulation; use telephone, and write or use a keyboard to communicate through written means; and lift or carry weight of 10 pounds or less.
- Prepare policy position papers, legislative platforms, and legislative correspondence.
- Develop and place of messages to advance the RWA advocacy interests and goals, including website content, social media content, op-ed materials.
- Act as a spokesperson for the RWA and responding to press and media inquiries.
- Interpret and explain pertinent Authority policies and procedures.
- Assist in the development and monitoring of assigned program budget.
- Analyze and prepare clear, concise, and comprehensive reports.
- Identify problems, alternative solutions, project consequences of proposed actions and implement recommendations in support of goals.
- Gather, summarize, and distribute a variety of technical legislative and regulatory policy information.
- Set priorities and organize work, meet critical deadlines, and follow up on assignments with a minimum of direction.
- Handle multiple projects simultaneously and prioritize work effectively.
- Proactively resolve problems and situations in the workplace.
- Develop and recommend policies and procedures related to assigned projects.
- Coordinate projects with staff/managers from other Federal, State, and local agencies.
- Maintain sensitive and confidential information in the course of supporting RWA business.
- Manage and administer contract budgets and schedules.
- Interact tactfully with Board members, staff, member agency representatives, and the public.
- Communicate effectively, orally and in writing.
- Interpret and apply policies and procedures.
- Analyze situations carefully and adopt effective courses of action.
- Effectively and efficiently support the Executive Director.
- Establish and maintain effective working relationships with those contacted in the course of work.

REQUIRED EXPERIENCE AND TRAINING:

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Experience:

Eight (8) years of increasingly responsible experience in state legislative and regulatory analysis. Specialized experience in water, environmental, local government, and finance policy preferred.

Training:

Equivalent to a bachelor's degree from an accredited college or university with major course work in government relations, political science, law, or a related field. A Master's degree and background in water resources management or public administration or a related field is desirable.

LICENSE AND CERTIFICATE:

- Possession of a valid California Class C Driver License may be required at the time of appointment.
- Registration as a lobbyist with the California Secretary of State.

Failure to obtain or maintain such required license(s) may be cause for disciplinary action. Individuals who do not meet this requirement due to a physical disability will be considered for accommodation on a case-by-case basis.

REGIONAL WATER AUTHORITY

Project Research Assistant

The information and descriptions herein reflect general details describing the principal functions, scope of responsibility, required knowledge and required abilities of this job. This job description is not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

GENERAL STATEMENT OF JOB:

To perform a variety of technical and professional duties in support of project managers related to the implementation of activities associated with Regional Water Authority's core and subscription-based programs, and Sacramento Groundwater Authority activities; to provide support for Authority grants; and to provide staff assistance to the Executive Director, member agencies, and higher level staff.

DISTINGUISHING CHARACTERISTICS:

The Project Research Assistant is the entry level class. Positions in this class typically have limited related work experience and work under closer supervision while learning job tasks. The Project Research Assistant is distinguished from the Associate Project Manager level by the performance of less than the full range of duties assigned to the Associate Project Manager.

SUPERVISION RECEIVED AND EXERCISED:

Receives general supervision from the Manager of Technical Services and may receive technical oversight from the Associate Project Manager, Senior Project Manager, Principal Project Manager or Finance and Administrative Services Manager.

The Project Assistant does not provide direct supervision to personnel, but assists in developing and managing contracts with consultants, local, State and Federal governments.

ESSENTIAL JOB FUNCTIONS:

- Monitors and administers grants; supports grantees in meeting grant requirements; collects and compiles data and prepares grant invoices; prepares required reports.
- Provides technical support for a variety of RWA and/or SGA programs including marketing, website maintenance, budget monitoring.
- Aids in the development of annual program business plans as needed.
- Oversees routine aspects of contracts with consultants, local, State and Federal governments.
- Implements partnerships with water, wastewater, energy, stormwater and other resource management entities for program support and marketing.
- Provides liaison with member agencies, Federal, State, and local agencies, and the public.

- Assists in the coordination of activities with and among member agencies; schedules and attends meetings and takes and produces meeting notes.
- Under direction, investigates, analyzes, develops and supports special studies or projects and drafts corresponding documentation and technical reports.
- Works with consultants, water suppliers and others to implement grant awards.
- Conducts literature research, collects data, evaluates data using a variety of tools, and prepares reports.
- Tracks and compiles a variety of program data.
- Answers questions and provides information to member agency staff and the public.
- Conducts periodic field work.
- Assists with the preparation of items for action and/or discussion of the RWA Executive Committee and the RWA Board of Directors, as assigned.
- Builds and maintains positive working relationships with co-workers, member agency staff, Boards of Directors and the public using principles of good customer service.
- Performs other duties as assigned.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of:

- California Water Resources issues, including water management planning, water efficiency, and groundwater management.
- Basic principles and practices of project budget monitoring.
- Principles and practices of grant administration.
- English usage, spelling, grammar, and punctuation.
- Modern office methods, procedures and equipment.
- Computer and word processing, spreadsheets, GIS, web design and maintenance, and database software applications.
- Basic knowledge of statistics, methods of data collection and analysis, and scientific research.

Ability to:

- Exercise discretion and independent judgment.
- On a continuous basis, know and understand all aspects of the job; identify and interpret technical and numerical information; observe and problem solve operational and technical procedures.
- On a continuous basis, sit at desk for long periods of time; intermittently twist to reach equipment surrounding desk; perform simple grasping and fine manipulation; use telephone, and write or use a keyboard to communicate through written means; and lift or carry weight of 20 pounds or less.
- Graphically present technical information to broad audiences.
- Manage multiple tasks and activities.
- Coordinate work with staff/managers from other Federal, State, and local agencies.

- Track program budgets and schedules.
- Research, analyze and report on technical program issues.
- Interpret and apply policies and procedures.
- Analyze situations carefully and adopt effective courses of action.
- Effectively and efficiently support RWA and SGA programs and Project Managers including the Executive Director.
- Interact tactfully with Board members, all levels of management, member agency representatives, and the public.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Communicate effectively, orally and in writing.

REQUIRED EXPERIENCE:

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Experience:

One year of experience in water resource planning and management or closely related field. Professional interaction with state, local and national water organizations is desirable.

Training:

Equivalent to an Associate's degree from an accredited college with major course work in water resources, natural sciences or a related field.

LICENSE AND CERTIFICATE:

Possession of a valid California Class C Driver License may be required at the time of appointment. Failure to obtain or maintain such required license(s) may be cause for disciplinary action. Individuals who do not meet this requirement due to a physical disability will be considered for accommodation on a case-by-case basis.

I have received and understand the above job description.

Incumbent's Signature

Date

Executive Director's Signature

Date

AGENDA ITEM 8: RWA POLICY 200.3 REVISIONS – PROCEDURES FOR THE SELECTION OF EXECUTIVE COMMITTEE MEMBERS

BACKGROUND:

A number of the members of the Board of Directors would like to reduce the time to conduct elections to the Executive Committee, and to potentially diversify the Executive Committee. Chair York formed an ad hoc committee to recommend changes to Policy 200.3 to the Executive Committee and the Board of Directors to address these concerns. The ad hoc committee has met several times to develop a proposal to address these concerns.

Director Kerry Schmitz will make a presentation to the Board of Directors summarizing what the Ad Hoc Committee is trying to solve, what the challenges and potential opportunities exist to make modifications to Policy 200.3 addressing Board members concerns. Director Schmitz will propose a concept for the Board members to consider and provide feedback on.

Discussion: Kerry Schmitz, Ad Hoc Committee Chair

Action: Provide Direction to the Ad Hoc Committee

AGENDA ITEM 9: STRATEGIC PLAN UPDATE

BACKGROUND:

The Executive Director will provide a brief update to the RWA board members regarding the Strategic Plan implementation.

Discussion: Jim Peifer, Executive Director

Regional Water Authority
Water Future Projects
Version: Oct 25 2022

Water Future Summary: Projects to adapt water supply in the American River Basin to 21st century conditions of climate change and the environment.

Projects Ready for Implementation in 2023

Ready means environmental documentation complete by June 2023, 50% funded or better, and bidding by end of summer 2023.

Water Bank Projects

Project	Agency	Cost	Banking Capacity (AF)
EGWD Well	Elk Grove WD	\$5,000,000	1,300
ASR Well 2	Carmichael WD	\$6,000,000	1,210
ASR Well 3	Carmichael WD	\$6,000,000	1,210
San Juan/Oak Knoll/Joy/Ash/Lincoln Water Line	Carmichael WD	\$8,500,000	-
San Juan/Oak Knoll/Joy/Ash/Lincoln Water Line	Carmichael WD	\$2,500,000	1,210
ASR Well - Marlin	Roseville	\$9,600,000	3,920
ASR Well - Pleasant Grove	Roseville	\$9,600,000	3,920
ASR Well - Campus Oaks	Roseville	\$9,600,000	3,920
ASR Well - Mistywoods	Roseville	\$9,600,000	3,920
Groundwater Well	Sacramento	?	?
Florin Pipeline	Sacramento	?	?
Well 84 Antelope/Don Julio	SSWD	\$8,200,000	1,400
Well N35 Antelope North	SSWD	\$4,000,000	2,000
Wells 81, 82, 83 Antelope North/Poker	SSWD	\$14,400,000	4,200
		\$93,000,000	28,210

Need details
Need details

Other Water Future Projects

Project	Agency	Cost	Water Future Benefit
Duncal Hill Treated Water Improvements Project	PCWA	\$6,420,000	Interconnection
Foothill & Oak Terrace PS Improvements	PCWA	\$1,000,000	Interconnection
Florin PS Improvements	Sacramento	?	?
Bacon Pump Station Generator(s) Replacement Project	San Juan Water District	\$2,241,900	Reliability
Eureka Road Pipeline Replacement Project	San Juan Water District	\$4,000,000	Reliability
Hinkle Reservoir Liner and Cover Replacement Project	San Juan Water District	\$26,972,900	Reliability

Need details

Note: SJWD identifies this is a water bank project - need verification

Note: SJWD identifies this is a water bank project - need verification

Note: SJWD identifies this is a water bank project - need verification

Note: SJWD identifies this is a water bank project - need verification

Kokila Reservoir Replacement Project	San Juan Water District	\$9,765,000	Reliability
Granlees Water Intake Project	Ranch Murieta Community Services District	\$945,000	
Water Plant NaOCl Conversion	Ranch Murieta Community Services District	\$895,000	
Wasterwater Treatment Facility Disinfection Imp.	Ranch Murieta Community Services District	\$1,300,000	
Backup Power @ Well Sites	Carmichael WD	\$2,000,000	
		\$55,539,800	

Total Ready for Implementation in 2023 \$148,539,800

2023 Programmatic Projects			
Project	Agency	Cost	Water Future Benefit
Harvest Water SAFCA	Regional San	\$446,000,000	Water Banking Flood Control
		\$446,000,000	

Longer-term Projects			
Project	Agency	Cost	Water Future Benefit
RiverArc	PCWA	\$150,000,000	In-stream Flow
Sly Park Intertie	EID	\$32,000,000	Interconnection
Ranney Collector System Maintenance Cleaning	Carmichael WD	\$1,500,000	
Ranney Collector System Rehab and Reconstruction	Carmichael WD	\$15,000,000	
Water Efficiency Incentive Program	Carmichael WD	\$1,500,000	
		\$200,000,000	

**AGENDA ITEM 10: COMMON INTEREST MANAGEMENT SERVICES (CIMS)
PROGRAM**

BACKGROUND:

This item is being submitted for approval by the RWA Board at the request of a number of RWA member agencies.

Action: Approve the Common Interest Management Services (CIMS) Program

**AMENDED AND RESTATED COMMON INTEREST, MANAGEMENT SERVICES,
and COST-SHARE AGREEMENT
for COORDINATED PARTICIPATION in PROCEEDINGS RELATING to the
SACRAMENTO-SAN JOAQUIN RIVER BAY DELTA**

This Amended and Restated Common Interest, Management Services, and Cost-Share Agreement (Agreement) is entered into by and among the Carmichael Water District, City of Folsom, City of Roseville, City of Sacramento, El Dorado Irrigation District, Golden State Water Company, Placer County Water Agency, Regional Water Authority, Sacramento County Water Agency, El Dorado Water Agency, Sacramento Municipal Utilities District, and Sacramento Suburban Water District, and made effective on the date the last of the aforementioned parties signs this Agreement.

RECITALS

A. The Carmichael Water District, City of Folsom, City of Roseville, City of Sacramento, El Dorado Irrigation District, Golden State Water Company, Placer County Water Agency, Sacramento County Water Agency, and Sacramento Suburban Water District, individually a “Water Purveyor Party” and collectively the “Water Purveyor Parties”, are water purveyors who desire to cooperate, coordinate efforts and share costs in order to protect American River region water rights and water supplies in one or more proceedings including but not limited to the State Water Resources Control Board’s (“SWRCB”) development of amendments to the Bay-Delta Water Quality Control Plan (“WQCP”) for the Sacramento River watershed and implementation of any such amendments, the Endangered Species Act consultation by the United States Bureau of Reclamation for the Long-Term Operation of the Central Valley Project, and the development of potential water conveyance facilities in the Sacramento-San Joaquin River Bay Delta (such as the Delta Conveyance Project) (collectively hereinafter referred to as “Bay-Delta Proceedings”). These proceedings may result in adversarial quasi-legislative or quasi-judicial administrative proceedings, litigation in state or federal courts or both. The Parties desire to provide the technical basis to enable their counsel to provide informed legal advice to the respective Parties and to enable the Parties to identify and pursue appropriate approaches to protect American River water supplies and water rights, by jointly pursuing technical work to, among other things, provide comment on relevant work products to influence decision making. The Parties share a common interest in achieving all of the above.

B. The Regional Water Authority (“RWA”) is a joint powers authority formed for the purposes, among others, of serving and representing American River regional water supply interests in protecting and enhancing the reliability, availability, affordability, and quality of water resources in the American River region.

C. The Parties and RWA are also the current signatories to a Common Interest and Cost-Share Agreement for Coordinated Participation: Bay-Delta Water Quality Control Plan Amendments effective April 14, 2021 (the “Existing Agreement”). Through this Agreement, the Water Purveyor Parties and RWA desire to amend, restate, and supersede the terms of the Existing Agreement to: (i) contract for the services of RWA for management of and consultation in Bay-Delta Proceedings; (ii) acknowledge and affirm their common interest to cooperate and coordinate efforts to protect American River water rights and water supplies as part of one or more Bay-Delta Proceedings; and (iii) establish cost-sharing arrangements for the management of the cooperative and coordinated effort contemplated by this Agreement and for related consultant work and expenses..

D. The Water Purveyor Parties and RWA desire, based on their common interests, to cooperate, coordinate, and share information related to one or more Bay-Delta Proceedings, while continuing to preserve, to the fullest extent possible, the protections of the attorney-client privilege, work product privilege, common-interest doctrine, deliberative process privilege, executive privilege, or any other privilege or protection existing under state or federal law.

AGREEMENT

NOW, THEREFORE, in consideration of the above recitals, and the mutual covenants and conditions contained herein, the Water Purveyor Parties and RWA agree as follows:

1. Management of Coordinated Effort. The Water Purveyor Parties desire to have RWA serve as the project manager for this coordinated effort. RWA agrees to act as the project manager for this coordinated effort, provided that the Water Purveyor Parties pay RWA’s fees as set forth herein.

2. RWA’s Fees for Service and Cost-Sharing.

(a) RWA’s Fees for Project Management Services: In consideration for providing project management services for Bay-Delta Proceedings, the Water Purveyor Parties hereby

agree to annually pay RWA the not-to-exceed amount of \$_____, as adjusted from time to time based on the mutual consent of RWA and the Water Purveyor Parties.

(b) Cost Sharing for RWA's Project Management Services. The Water Purveyor Parties desire to share in the costs of RWA's project management service that will be required as part of the Parties' activities related to the Bay-Delta Proceedings. The Parties recognize and agree that some Water Purveyors may choose to actively participate in certain of the Bay-Delta Proceedings but not others and will, therefore, share only in the costs associated with the proceedings in which they choose to participate. The Water Purveyor Parties' respective percentage shares of the costs and fees for RWA's project management services under this Agreement are set forth in Exhibits A-C to this Agreement.

(c) Cost Sharing for Consultant Work. The Water Purveyor Parties desire to share in the costs of consultant work that will be required as part of the Parties' activities related to the Bay-Delta Proceedings. The total obligation of the Water Purveyor Parties to fund the consultants' work on matters contemplated by this Agreement shall not exceed \$500,000 without written amendment to this Agreement. The Water Purveyor Parties' respective percentage shares of the costs and fees for consultant work under this Agreement are set forth in Exhibits A-C to this Agreement. RWA shall not be responsible for any consultant costs under this Agreement.

3. Steering Committee: Retention and Direction of Consultants.

(a) Steering Committees. A steering committee shall be established for each separate Bay-Delta Proceeding in which some or all of the Water Purveyor Parties and RWA wish to participate. Participating Water Purveyor Parties will each appoint a representative to the relevant steering committees, which will make decisions for the Water Purveyor Parties concerning work by consultants under this Agreement and which will consult with RWA in managing the coordinated effort. The steering committees will also make decisions on matters related to executing strategy and policy matters. The Parties hereby acknowledge and consent that RWA staff will remain under the direction of RWA at all times and not the Water Purveyor Parties. The steering committee generally will meet at least once a month during this Agreement's term. Unless specifically provided otherwise herein, an affirmative vote by 2/3 of all members of each of the steering committees shall be required for all decisions of such steering committee which are contemplated by this Agreement. The steering committees may

vote by e-mail provided that all steering committee members are included in the circulation list for those e-mails.

(b) Retention, Direction and Compensation of Consultants. The Water Purveyor Parties will jointly authorize one or more of the Water Purveyor Parties' legal counsel to retain consultants to perform scopes of work as approved by the relevant steering committees, subject to applicable law for the confidentiality and protection of the work performed and work products produced by consultants. Retention of a consultant under this Agreement by a Water Purveyor Party or its counsel will not prevent that consultant from performing work for another Water Purveyor Party or RWA on matters not included in scopes of work authorized under this Agreement. The Water Purveyor Parties, and not their legal counsel, collectively will be responsible for compensating consultants retained under this Agreement according to their respective shares as set forth in Exhibits A-C.

(c) Management of Consultants' Work. RWA will manage all work by consultants under the direction of the relevant steering committees. RWA will ensure that its communications with consultants comply with this Agreement's confidentiality arrangements. Provided that RWA's project manager and all Water Purveyor Parties' legal counsel are included on the relevant communications, steering committee members may have direct contact with consultants and consultants may circulate information and drafts directly to steering committee members.

4. Cost-Sharing Upon Addition of Parties and Proceedings.

(a) Addition of New Water Purveyor Party. A new Water Purveyor Party may be added to this Agreement with: (i) written approval by all Parties to this Agreement, and (ii) a written commitment by the new Water Purveyor Party to pay its proportionate share of all of RWA's and the consultants' costs and fees incurred for the applicable scope or scopes of work by consultants, including work already performed under the applicable scope or scopes of work. Upon the addition of a new Water Purveyor Party to the Agreement, that new Water Purveyor Party's share, and the shares of the pre-existing Water Purveyor Parties, of any costs and fees incurred in relation to the applicable scope or scopes of work will be as determined by the Steering Committee prior to the new Water Purveyor Party's admission into this Agreement.

(b) Addition of a New Bay-Delta Proceeding. A new Bay-Delta related proceeding may be added to this Agreement with: (i) establishment of a new steering committee consisting of some or all of the Water Purveyor Parties and RWA, (ii) a written commitment by each of the participating Water Purveyor Parties to pay its proportionate share of all of RWA's and the consultants' costs and fees incurred for the applicable scope or scopes of work by consultants.

(c) Amending the Exhibits. Upon the addition of a new Water Purveyor Party or Bay-Delta Proceeding to the Agreement, RWA shall amend or add an exhibit to reflect the cost-share obligations described herein.

5. Withdrawal, Removal, and Cost-Sharing.

(a) Withdrawal. Any Water Purveyor Party may withdraw from this Agreement in its entirety, or from participating in one or more Bay-Delta related proceedings, at any time; provided, however, in the event that a Water Purveyor Party withdraws after the relevant steering committee(s) has authorized consultants to proceed with certain scopes of work and related task orders, the withdrawing Water Purveyor Party shall remain obligated for payment of its proportionate share of the costs for such authorized work completed as of the date of the Water Purveyor Party's withdrawal. Written notice of withdrawal shall be sent to all members of the Steering Committee. A withdrawing Water Purveyor Party shall not receive any Joint Defense Materials (as defined in Section 8) produced after the date of its written notice of withdrawal, whether or not those Joint Defense Materials reflect consultant work performed before the date of that written notice of withdrawal.

(b) Removal. A Water Purveyor Party may be removed from this Agreement in its entirety at any time by a three-fourths (3/4) vote of all Water Purveyor Parties to this Agreement, or from participating in one or more of the Bay-Delta Proceeding subgroups at any time by a three-fourths (3/4) vote of the Water Purveyor Parties in a relevant steering committee; provided, however, in the event that a Water Purveyor Party is removed from this Agreement after the relevant steering committee has authorized consultants to proceed with certain scopes of work and related task orders, the removed Water Purveyor Party shall remain obligated for payment of its proportionate share of the costs for such authorized work completed as of the date of the Water Purveyor Party's removal. A removed Water Purveyor

Party shall not receive any Joint Defense Materials (as defined in Section 8) produced after the date of its removal, whether or not those Joint Defense Materials reflect consultant work performed before the date of that removal.

6. Term. This Agreement shall remain in effect until RWA and a majority of the Water Purveyor Parties withdraw from the Agreement. A Bay-Delta Proceeding subgroup may be terminated at any time upon a majority vote of the Water Purveyor Parties within the relevant steering committee. subgroup.

7. Billing Procedures. For all approved scopes of work by consultants under this Agreement, RWA will have the responsibility for collecting and managing each Water Purveyor Party's contribution of funds to pay for that work; processing invoices submitted by the consultants pursuant to the approved scopes of work and budgets; preparing invoices to the Water Purveyor Parties based on the shares specified in Exhibits A-C or any future cost-sharing allocation approved by the Water Purveyor Parties; and for maintaining an accurate accounting of this administration of funds. The Water Purveyor Parties will make payments on invoices presented by RWA within 30 days of the date of the specific invoice.

8. Privileged and Confidential Communications.

(a) For purposes of this Agreement, "Joint Defense Materials" includes, but is not limited to, all communications (including communications related to the above-referenced proceedings made prior to the execution of this Agreement), factual materials, mental impressions, legal analyses, theories or strategies, memoranda, reports, notes, emails or any other communications or documents that are protected from disclosure by the attorney-client privilege, work product privilege, deliberative process privilege, executive privilege, common-interest doctrine joint prosecution/defense doctrine, privileges regarding mediation or settlement communications, or any other privilege or protection existing under state or federal law, and that are exchanged among some or all the Water Purveyor Parties, RWA, and/or their respective counsel in connection with their cooperative efforts related to the matters described in this Agreement's recitals.

(b) The Water Purveyor Parties and RWA will maintain as confidential all Joint Defense Materials. Disclosure of Joint Defense Materials shall be limited to the Water Purveyor Parties and their employees and contractors as well as any counsel and consultants

retained by the Water Purveyor Parties, or on behalf of the Water Purveyor Parties, for the purpose of maintaining a joint defense with respect to the matters described in this Agreement's recitals. RWA, as a public entity separate from its members, shall maintain as confidential all Joint Defense Materials within RWA as a separate public entity. Joint Defense Materials shall not be made available to RWA members that are not party to this Agreement.

(c) Any Joint Defense Materials shared or transmitted by or between Water Purveyor Parties and/or RWA should be clearly designated with the label "CONFIDENTIAL: JOINT DEFENSE MATERIALS" or a substantially similar label referencing "joint defense." However, the failure to include such designation shall not preclude such materials from being afforded the protections of this Agreement, and shall not be construed to constitute a waiver of any privilege or other protection.

(d) Each Water Purveyor Party and RWA shall take all appropriate measures to ensure that any person who is granted access to Joint Defense Materials is familiar with the terms of this Agreement and complies with those terms.

(e) Except where required by the order of a court of competent jurisdiction, or by the prior written consent of the remaining Water Purveyor Parties, neither a Water Purveyor Party nor RWA will disclose to non-Parties any Joint Defense Materials that it has received from another Water Purveyor Party or RWA.

(f) Each Water Purveyor Party and/or RWA shall notify the party that generated any Joint Defense Materials and all remaining Water Purveyor Parties of any request to disclose the Joint Defense Materials to any non-Party (whether pursuant to the California Public Records Act or other authority), or of any proceeding before any court, administrative agency, or tribunal to compel the disclosure of such Joint Defense Materials, as soon as practicable after receipt of such request or the initiation of such proceeding. If a Water Purveyor Party or RWA becomes subject to any judicial or administrative order to compel release of Joint Defense Materials, that Water Purveyor Party or RWA shall promptly notify the party that generated the materials and all remaining Water Purveyor Parties. The purpose of these notifications is to provide the party that generated the Joint Defense Materials or any remaining Water Purveyor Party an opportunity to take such steps as they may deem appropriate to protect the Joint Defense Materials.

(g) The sharing of Joint Defense Materials among the Water Purveyor Parties and/or RWA is not intended to and will not constitute a waiver of any privilege or other protection of confidentiality, including but not limited to the attorney-client privilege, work product privilege, common-interest doctrine, deliberative process privilege, executive privilege, privileges relating to mediation or settlement communications, or any other privilege or protection existing under state or federal law.

(h) Execution of this Agreement constitutes the mutual agreement of the Water Purveyor Parties and RWA that any sharing of Joint Defense Materials among themselves is, pursuant to Evidence Code section 912, subdivision (d), and other applicable authorities, reasonably necessary for the accomplishment of the Water Purveyor Parties' and RWA's common purposes as described in this Agreement. Any sharing of Joint Defense Materials among the Water Purveyor Parties and/or RWA is in reliance on this Agreement and the protections that arise from the parties' common interests related to the matters described in Recital B to this Agreement.

(i) All Parties hereby acknowledge that those parties participating in a Bay-Delta Proceeding subgroup, as identified by Exhibits A-C, shall share Joint Defense Materials only with other parties participating in that subgroup unless authorized by that subgroup's steering committee. Nothing herein shall entitle a Water Purveyor Party to access Joint Defense Materials that relate solely to a Bay-Delta Proceeding subgroup in which that Water Purveyor Party is not actively participating and sharing in costs as set forth in Exhibits A-C. All Parties further acknowledge that Water Purveyor Parties not participating in a Bay-Delta Proceeding subgroup identified in Exhibits A-C retain discretion to take positions that may not align with the common interests of the Water Purveyor Parties that are participating in a Bay-Delta Proceeding subgroup and that such an eventuality does not waive or invalidate the common interests expressed in this Agreement.

(j) If a Water Purveyor Party or RWA withdraws from this Agreement, the provisions of this Agreement shall continue to apply to the Joint Defense Materials that the party received or sent during the time period when that party was a party to this Agreement, including without limitation the duty to maintain those materials' confidentiality under Section 8(b).

(j) If this Agreement is terminated for any reason, the Joint Defense Materials shared pursuant to this Agreement shall remain subject to all privileges cited herein and any other applicable confidentiality protections.

9. Attorney-Client Relationships. The Water Purveyor Parties and RWA are represented by their respective legal counsel in connection with the above-referenced proceedings. A party's legal counsel will not have an attorney-client relationship with any other party to this Agreement as a result of that legal counsel's participation in discussions and actions related to the parties' cooperative efforts on the above-described proceedings. Similarly, no legal counsel will have a duty of loyalty or confidentiality to any other Water Purveyor Party or RWA other than that legal counsel's specific client(s), and consequently, no Water Purveyor Party may seek to disqualify the legal counsel for another Water Purveyor Party as a result of the legal counsel's participation in discussions and actions related to the parties' cooperative efforts under this Agreement.

10. Representations. The individuals signing this Agreement in a representative capacity warrant that they have the authority to do so on behalf of the entity or entities they represent, and further agree that as representatives of the entity or entities that they respectively represent, they themselves are bound by all terms of this Agreement.

11. Entire Agreement. This Agreement and any later-approved amendments or exhibits constitute the entire agreement of the parties with respect to the subject matter of this Agreement and supersede any prior oral or written agreement, understanding, or representation relating to the subject matter of this Agreement.

12. Counterparts. This Agreement may be executed in counterparts, each of which shall be deemed an original irrespective of the date of the execution, and said executed counterparts shall together constitute one and the same Agreement. Further, facsimile or .PDF copies of signatures shall be as effective as original signatures for evidencing execution of this Agreement. To ensure that each party has a full copy of this Agreement, upon a party's initial execution of this Agreement, that party shall transmit a copy of its signature to its legal counsel, who shall transmit copies of that copy to all other legal counsel under this Agreement.

13. Notices. All notices and other communications required to be given to a party under the terms of this Agreement (a) shall be in writing; (b) shall be personally delivered, sent via

first class mail, or transmitted by facsimile or email with confirmation of receipt; and (c) shall be directed to such party at the address, facsimile number or email address specified below, or at such other address, facsimile number or email address as such party may hereafter designate by notice in accordance with this Section.

IN WITNESS WHEREOF, the Parties hereto have executed this Common Interest and Cost-Share Agreement for Coordinated Participation: Bay-Delta Water Quality Control Plan Amendments.

EXHIBT A

Participation and Cost Allocation for Voluntary Agreements in the Sacramento River Watershed as part of the Bay-Delta Water Quality Control Plan

Water Purveyor	Percent
Carmichael Water District	4.40%
City of Folsom	12.61%
City of Roseville	12.61%
City of Sacramento	12.61%
El Dorado Irrigation District	12.61%
Golden State Water Company	7.33%
Placer County Water Agency	12.61%
Sacramento County Water Agency	12.61%
Sacramento Suburban Water District	12.61%

AGENDA ITEM 11: SPACE PLANNING UPDATE

BACKGROUND:

This item was continued from the September Board meeting.

On August 31, 2022, RWA's Ad Hoc Space Planning Committee met to discuss potential alternatives to the RWA and SGA office space and location. As Board members may know, the lease on the Birdcage office space runs to August 2023. The RWA has outgrown its current office space. Two staff members are working from home on a permanent basis due to the lack of available office space.

The Ad Hoc committee discussed several items including:

1. **Obtain the services of a commercial real estate broker** – The committee decided that the services of a commercial real estate broker are needed. Brokers should be interviewed, and a finalist should be selected to assist finding a space to accommodate the needs of the RWA and SGA.
2. **Does the RWA need a large conference room?** – The existing Birdcage office has a conference room that can hold up to 65 people. Foregoing a large conference room might save money, but that might be offset if the office is located elsewhere. It is possible that RWA members could lend or lease their conference rooms to the RWA for board meetings. The ad hoc committee thought Board input should be sought to address this question.
3. **Are there vacant offices in the existing Birdcage office space that can be used to expand?** – There tends to be high turnover at the Birdcage office building, but the office directly next to the RWA office does not become vacant frequently. There are some challenges to the existing site that staff discussed with the committee and the committee felt the Board should understand the challenges. Challenges include:
 - Ongoing issues with the office building management including a lack of onsite property management,
 - Spotty janitorial services,
 - Removal of garbage dumpsters,
 - Security issues (occasional unlocked doors, theft, and a perception of an unsafe environment especially outdoors after dark),
 - Neighboring clientele/tenants occupying the building space that are not in keeping with a government agency (examples: occasional odors in the building of burning marijuana and cigarette smoke, potential rental of space to a client that will conduct COVID testing in the parking lot),
 - Potential challenges to recruitment and retention.

Discussion: Jim Peifer, Executive Director

AGENDA ITEM 12: EXECUTIVE DIRECTOR'S REPORT

NOVEMBER 11, 2022

TO: RWA BOARD OF DIRECTORS

FROM: JIM PEIFER

RE: EXECUTIVE DIRECTOR'S REPORT

- a. Water Bank Progress – RWA launched the public engagement process for [the Sacramento Regional Water Bank](#)** to share information, answer questions and gather input about how a Water Bank could be operated and expanded in the Sacramento region. The first public meeting took place on October 26.

ECOS sent a letter expressing concerns about a lack on a public process on the Water Bank and questions regarding the groundwater model for the North American, south American and Cosumnes Subbasins. That letter and a response to that letter is attached. The ECOS letter was sent prior to the RWA announcing its public participation process.

RWA is beginning work with their engineering and planning consultants to advance technical and planning elements of the Sacramento Regional Water Bank. This work will be conducted consistent with a draft plan of study that has been prepared and submitted to the U.S. Bureau of Reclamation for their comment.

- b. Communication and Outreach –** RWA and Save our Water hosted a media event in the City of Folsom on October 20th. The purpose of the event was to encourage the region's residents to conserve water and to highlight the "Supershed Approach and the Water Bank". The event included Secretary Wade Crowfoot, State Water Board member Nichole Morgan, City of Folsom Mayor Kerri Howell, as well as Mr. Peifer and Ms. Talbot. You can learn more about the event [here](#).

Mr. Peifer was a featured panelist during a Drought Workshop on October 19, hosted by the major statewide water organizations and attended virtually by more than 300 people. Peifer shared RWA's innovative rebate programs for CII customers, as well as its public opinion research on water conservation.

RWA is continuing its outreach to cultivate strategic ambassadors for the Water Bank and other water resilience ([WaterFuture](#)) projects. Mr. Ron Greenwood and Mr. Peifer made a presentation to the Sacramento Association of Realtors. Mr. Peifer will be presenting to the Sacramento Regional Builders Exchange in the near future.

- c. **RWA will be requesting member input on Strategic Plan priorities for calendar year 2023.** The Executive Committee will use survey results to propose priorities for the Board's adoption. Please keep an eye out for an email with the survey link and respond promptly.
- d. **Cecilia Partridge is retiring** – Ms. Partridge, the RWA's executive assistant has announced her retirement and will be retiring on November 30, and we wish her the best in her new endeavors. We will be honoring Mr. Partridge at the RWA/SGA Holiday Social.
- e. **The deadline to RSVP for the RWA/SGA 2022 Holiday Social and Awards Ceremony is Thursday, November 18.** The annual event will take place this year at Del Paso Country Club in Sacramento on Thursday, December 8, starting at 5:30 p.m. You can RSVP to Cecilia at cecilia@rwah2o.org.
- f. **Financial Reports** – Unaudited RWA financial reports including income statement and quarterly balance through June 30, 2022 are attached. Other account balance statements are the most recent available.

Attachments

1. ECOS Letter and RWA Response
2. Financial Reports



ECOS

ENVIRONMENTAL
♦ COUNCIL ♦
OF SACRAMENTO

Post Office Box 1526 | Sacramento, CA 95812-1526

September 30, 2022

Mr. Jim Peifer, Executive Director
Regional Water Authority
jpeifer@rwah2o.org

Subject: Need for public involvement in the Regional Water Bank development process and follow up discussion regarding the CoSANA model

Dear Mr. Peifer,

On behalf of the ECOS Water Committee and the representatives of other local environmental and public interest organizations that attended the Regional Water Authority's (RWA) recent presentation, we would like to extend our thanks to RWA, and specifically, Rob Swartz and his technical team, for the in depth discussion they provided us regarding the CoSANA model and its uses in regional groundwater modeling, and Rob Swartz's discussion of RWA's ongoing efforts to establish a Regional Groundwater Bank (Bank). We also want to extend our best wishes to Rob Swartz and his family on their move to the coast and his new technical challenge. The Sacramento region will miss Rob's contributions to water reliability planning and infrastructure development.

We appreciated Rob's discussion of the Bank formulation timeline and his recognition that public participation is needed in the Bank's development process. Also, while all of us attending the presentation learned valuable information about CoSANA, there remain several questions posed to RWA in advance of the meeting that we are interested in learning about. The following paragraphs address both these topics.

Regional Water Bank Public Participation Process

We suggest that RWA immediately move to establish a Stakeholder Advisory Committee that represents regional water use and management, including environmental, agricultural, agricultural-residential, municipal, business, public/environmental justice, flood management, recycled water, and cultural perspectives. The Committee would provide input to the following proposed actions:

- Identify the long-term Objectives of the Water Bank that will guide decision making

- Create the criteria and process for withdrawals from the Water Bank
- Establish a “positive” conjunctive use process, where water must first be deposited before it can be withdrawn, and that a certain proportion of the water is left in the basin to improve conditions in the long term. Consider opportunities for the water dedicated to the basin be used to create an “environmental water” account.

Some members of the Water Forum’s Environmental, Public, and Business Caucuses have expressed interest in participating in the Bank’s formation. We are not suggesting that the Water Forum serve as the mechanism for public participation in the Bank’s development because the Committee we propose requires a broader scope of representation. However, interested Caucus members could be considered to fill some of the needed spectrum of representation the Committee requires. Groundwater Sustainability Agencies (GSA) also may have individuals representing local interests who have participated in the Groundwater Sustainability Plan (GSP) process and may be interested in participating in this public participation process.

We strongly urge RWA to invest in public participation now to ensure the maximum success of the Water Bank development process. We note that the American River Basin Study seems to suggest a set of Regional Water Bank criteria that may not be fully consistent with the goals and objectives of a Regional Water Bank we can support. Full public participation now can greatly reduce the potential for conflict during the CEQA and final approval processes.

CoSANA Model

The following materials relate to and are in the same order of the questions we provided RWA in advance of the presentation. They reflect our review of the three GSPs and the first set of Annual Reports as well as the CoSANA model report. Some of these questions require technical detail and discussion that might have been beyond the interests of some of the attendees at the presentation. However, we continue to feel they are important topics that require further discussion. We suggest that the forum for this discussion include representatives from the three subbasin GSAs since the topics should be of interest to them as well.

- Models v. Models:** How do COSANA modeling results correlate with other ground and surface water models?

We had hoped to receive a rigorous comparison between the competing models that showed the improvements CoSANA represents in scale resolution, model design, etc. Questions we have include: 1) How do boundary fluxes compare? 2) How did estimates of agricultural pumpage change and why? 3) How did inclusion of more tributary flows change the surface water component? This information could be provided in a table of CalSims3 results vs CoSANA results for key water budget items. In addition to being educational, these results could potentially help clarify where to direct additional data collection efforts for future GSP annual reports and the 2025 round of GSP updates.

- b. **Sensitivity:** What is the sensitivity in the CoSANA model and how has it been calibrated?

Section 4.7 of the CoSANA report presents results for a limited sensitivity analysis, but the range tested for some of the parameters is a very small fraction of the observed range of those parameters given in Table 4-4; was the range tested adequate to describe sensitivity? Further, the plotted results show no “significant improvement” for the 10 parameters tested: how then can the sensitivity tests be used to prioritize additional data collection to improve the model? For example, is the tested range for K_H of +/- a factor of 2 adequate when the reported range in values is 50 times that?

- c. **Uncertainty:** What is the CoSANA model’s margin of error?

Graphics of the residual results are given in the CoSANA report both globally (fig. 4-56), and for the four subbasins (fig. 4-57), but there is no map of the spatial distribution of the residuals. This perspective is important because 44% of the residuals are greater than 10 feet, and errors this large near streams and GDEs are problematic.

For example, a map of the distribution of residuals would be helpful to understand where further data is needed and would answer questions such as are the residuals good in the Sacramento South – where the model is data-rich, - but poor in parts of the Cosumnes, where the model is data-poor but where data is arguably needed to protect Groundwater Dependent Ecosystems (GDE).

On a related point, the CoSANA report cites an ASTM standard for assessing model performance of 10% of the range of measured heads, which for the CoSANA model is reported as 500 feet, hence a fit within 50 feet is deemed an “acceptable residual”. But the large majority of this range results from inclusion of the foothills, where the modelers note they have few data and were unable to produce a credible calibration (i.e. the model predicted a water table above land surface where there is no surface water). For the valley floor - where the majority of the developed land use and water use is – the range in head is on the order of 100-105 feet over most of the area. This being the case – and the need to accurately represent conditions critical to GDEs – means that the model needs to represent heads to within 10-15 feet or better, rather than 50 feet.

- d. **Monitoring well adequacy:** GSPs indicate weaknesses in the monitoring well system and in the data regarding some monitoring wells. How do these weaknesses affect the CoSANA model’s accuracy? Is there a region wide effort to correct any model and/or monitoring system deficiencies?

The presentation did not address this area of discussion but if our next meeting includes GSA representatives then this topic may be more readily discussed.

- f. **Data Gaps:** The GSPs and the CoSANA report have sections on “data gap” or “recommendations for improvement”, but the reports are not consistent in the “needs” they identify. Specifically, the CoSANA report (section 6.2) emphasizes the need for additional information on the surface water system (tributaries, flow gages with calibrated rating curves

within a reasonable distance of monitoring wells, etc.), whereas the GSP reports seem focused on better understanding properties of the aquifers (T , K_H , S_Y , S_S , vertical connection). Similar to item c above, can these needs be prioritized, and is there an estimate of how much the predictive capability of the model would improve by addressing each data gap?

The speakers presented a table of model components categorized into low, medium, and high bins. This table was not present in the CoSANA report. However, no analyses were provided to support these ranks, and due to the limits of time we were not able to discuss the table fully. We are left with the following questions: 1) Are the ranks quantitative or based best professional judgement? 2) Are they based on a global assessment of our region, and if yes, then are the priorities the same for all three subbasins? 3) If they are subbasin specific how do the priorities array between subbasins and are they reflected in each GSP/Annual Report?

There was one substantive discussion regarding the flux across the basin boundaries that resulted from a question asked by the Cosumnes GSA staff. This type of specific exchange – “Should we drill paired wells?” – should help each GSA establish its own local priorities for CoSANA imbruments.

g. Water Budgets: CoSANA is being advanced as a tool for calculating water budgets, yet critical portions of the budget – notably groundwater withdrawals from agricultural and domestic wells – are estimates. Are there plans for a regional effort to collect field verification of pumping volumes, either comprehensively or as a “calibration” sample? Are other aspects of the budget similarly in need of verification data?

There was some discussion of the use of groundwater pumpage estimates using the “irrigation Demand Calculator but it was not clear how this method was verified against actual data. Regional consistency is also important, and it would be helpful to discuss this issue from the perspective of each GSA since model accuracy is dependent on the accuracy of the well grides and monitoring accuracy of each GSA.

h. SW/GW linked resource: Who is responsible for modeling the interaction between surface and groundwater resources so that water purveyors, GSAs, and others are assured that conjunctive use programs, water transfers, and water banking can take place without doing harm to either surface water or groundwater and the entities that depend on them, and to document improvements.

This question was not discussed. We continue to believe that an answer needs to be developed now so that appropriate planning and budgeting for the effort can take place. The region is staking a lot of its future water supply resiliency on conjunctive use and the potential of a Bank. Both management actions require understanding of surface and groundwater interactions and their relationship to other regional water uses and management efforts.

i. Climate Change: Who is responsible for developing future regional and watershed specific hydrological conditions associated with climate change so that future modeling assumptions more closely align with potential climate conditions?

This question was not discussed. We continue to believe that an answer needs to be developed now so that appropriate planning and budgeting for the effort can take place. Regional consistency regarding the 2025 GSP updates and UWMPs will be greatly improved by the development of a consistent climate change assessment that is based on best available climate science.

Sub-regional variability: Conditions – including land and water-use patterns – and data availability vary greatly across the three GSAs covered by CoSANA; do the answers to the questions outlined above vary among the three GSAs? This is especially important for the southern area, which is impacted by resource decisions to the north yet had a much smaller economic base with which to address its challenges. If this is the case, are there any plans within RWA to seek funding to address these shortages?

CoSANA responsiveness to GSP Projects and Management Actions (PMA): How will the CoSANA model be adapted to accommodate/account for GSP PMAs including those addressing Groundwater Dependent Ecosystems and multibenefit projects? Whose responsibility is it to make any necessary improvements to the model to accommodate these PMAs, and, in turn, how will any needed improvement to the monitoring system be identified and put in place to ensure the needed data is available to validate both PMA and CoSANA performance?

For example, Opportunities exist to create locally higher groundwater levels to achieve multiple benefits. The Harvest Water Program is an example of a local project awarded grant funding to accomplish multi-benefit objectives. Harvest Water (included in the South American GSP) and potential future PMAs will require accurate flow gages and monitoring wells to demonstrate and manage project water deposits, and in the case of the Bank, withdrawals. How will the GSAs, Water Managers (including municipal, agricultural, wastewater, private, and conservation land managers and the Water Bank) coordinate/collaborate to ensure CoSANA can effectively model these types of PMAs as well as other regional water management efforts?

We appreciate the opportunity for open dialogue with RWA and look forward to hearing from you about our requests for action on the formation of a Stakeholder Advisory Committee to help formulate the Regional Water Bank and additional information/discussion on the CoSANA model.

Best regards,

A handwritten signature in blue ink, appearing to read 'JL Rauh'.

Ted Rauh
Chair, Water Committee

CC: Susan Herre, Chair of the ECOS Board of Directors susanherre@gmail.com

North American Subbasin

Reclamation District 1001 GSA; Michael Phillips, mphillips@rd1001.org
Sacramento Groundwater Authority GSA; Rob Swartz, rswartz@rwah2o.org
South Sutter Water District GSA; Brad Arnold, sswd@hughes.net
Sutter County GSA; Guadalupe Rivera, grivera@co.sutter.ca.us
West Placer County GSA; Christina Hanson, chanson@placer.ca.gov

South American Subbasin

Sacramento County; Linda Dorn, dornl@saccounty.net
Northern Delta; Erik Ringelberg, erik@thefreshwatertrust.org
Omochumne-Hartnell Water District, Mike Wackman, info@ohwd.org
Sacramento Central Groundwtr Auth; John Woodling, jwoodling@geiconsultants.com
Sloughhouse Resource Conservation Dist; Austin Miller, austin@sloughhouseRCD.org

Cosumnes Subbasin

Omochumne-Hartnell Water District; Mike Wackman, info@ohwd.org
Sloughhouse Resource Conservation Dist; austin@sloughhouseRCD.org
Galt Irrigation District; Leo Van Warmerdam, galtirrigationdistrict@gmail.com
Clay Water District; Gary Silva Jr., soilstoppers@yahoo.com
City of Galt; Mark Clarkson, mclarkson@cityofgalt.org
Amador County Groundwater Mgmt Auth; Rick Ferriera, rferriera@amadorwater.org
Sacramento County; Linda Dorn, dornl@saccounty.net

Jessica Law, Executive Director, Water Forum jlaw@waterforum.org



October 14, 2022

Dan York, Chair
Tony Firenzi, Vice
Chair

Mr. Ted Rauh, Chair
Environmental Council of Sacramento Water Committee (ECOS)
tnrauh@att.net

Members

California American Water
Carmichael Water District
Citrus Heights Water District
Del Paso Manor Water
District
El Dorado Irrigation District
Elk Grove Water District
Fair Oaks Water District
Folsom, City of
Golden State Water
Company
Lincoln, City of
Nevada Irrigation District
Orange Vale Water Company
Placer County Water Agency
Rancho Murieta Community
Services District
Roseville, City of
Sacramento, City of
Sacramento County Water
Agency
Sacramento Suburban Water
District
San Juan Water District
West Sacramento, City of
Yuba City, City of

Associates

County of Placer
El Dorado County Water
Agency
Sacramento Area Flood
Control Agency
Sacramento Municipal Utility
District
Sacramento Regional County
Sanitation District
Yuba Water Agency

RE: Need for public involvement in the Regional Water Bank development process and follow up discussion regarding the CoSANA model

Dear Mr. Rauh,

Thank you for your letter on September 30th related to the development of the Regional Water Bank and the CoSANA model.

I am happy to report that the Regional Water Authority (RWA) is advancing a public participation process on the Water Bank. The first stakeholder meeting will occur on October 26, 2022. This is an open process that will be used to identify desired outcomes of the Water Bank, and all perspectives are welcome to be raised including those referenced in your letter. The intention is for a series of stakeholder meetings over the course of approximately one year. RWA is working to build as much participation in the stakeholder process as possible and would appreciate ECOS assistance.

I appreciate your expressing that Mr. Swartz presentation at a recent ECOS water committee meeting provided valuable information on CoSANA. As you are aware, groundwater modeling is very complex and detailed. Presentations of this type can provide an overview of technical information but are rarely the best communication tool to convey numerous technical details, especially something as complex as the CoSANA model. A meeting to walk through your comments with further communication from RWA staff as to how the CoSANA has been developed is perhaps a more effective way to answer the questions raised in your letter.

While we are proceeding with the Water Bank public participation process, RWA staff would like to meet with ECOS and the Water Forum Environmental Caucus to discuss the issues raised in your letter. We suggest that the Environmental Caucus, the RWA, and perhaps groundwater sustainability agencies that participate in the Water Forum jointly develop an agenda to address the issues raised in your letter. Please understand that the RWA and SGA cannot speak for or represent the other groundwater sustainable agencies within the region.

Thank you for your interest in the Water Bank and CoSANA. I look forward to ECOS continued engagement as RWA works to reduce barriers to expanding conjunctive use and advance climate change adaptation in our region.

Sincerely,



James Peifer
Executive Director

Copy to:

Susan Herre, Chair of the ECOS Board of Directors susanherre@gmail.com

North American Subbasin

Reclamation District 1001 GSA; Michael Phillips, mphillips@rd1001.org
Sacramento Groundwater Authority GSA; Trevor Joseph, tjoseph@rwah2o.org
South Sutter Water District GSA; Brad Arnold, sswd@hughes.net
Sutter County GSA; Guadalupe Rivera, grivera@co.sutter.ca.us
West Placer County GSA; Christina Hanson, chanson@placer.ca.gov

South American Subbasin

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Sacramento Central Groundwater Auth; John Woodling, jwoodling@geiconsultants.com
Sloughhouse Resource Conservation Dist; Austin Miller, austin@sloughhouseRCD.org

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Clay Water District; Gary Silva Jr., soilstoppers@yahoo.com
City of Galt; Mark Clarkson, mclarkson@cityofgalt.org
Amador County Groundwater Mgmt Auth; Rick Ferriera, rferriera@amadorwater.org
Sacramento County; Chris Hunley, hunleyc@saccounty.gov

Jessica Law, Executive Director, Water Forum, jlaw@waterforum.org

California State Treasurer

Fiona Ma, CPA



Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

November 02, 2022

[LAIF Home](#)
[PMIA Average](#)
[Monthly Yields](#)

REGIONAL WATER AUTHORITY

TREASURER
5620 BIRDCAGE STREET, SUITE 180
CITRUS HEIGHTS, CA 95610

[Tran Type Definitions](#)

Account Number: 90-34-019

October 2022 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
10/11/2022	10/7/2022	RW	1714217	1674534	JOSETTE REINA-LUKEN	-100,000.00
10/14/2022	10/13/2022	QRD	1716026	N/A	SYSTEM	10,810.01

Account Summary

Total Deposit:	10,810.01	Beginning Balance:	3,555,735.24
Total Withdrawal:	-100,000.00	Ending Balance:	3,466,545.25



CERBT and CEPPT Plan Portal

» [CERBT and CEPPT]: rwah2oorg00

My Accounts

As of the financial markets most recent close of business (11/01/2022), the total value of your account(s) is **\$1,299,552.05**.

Get Account Data

Website Contact

Contributions to the CERBT AND CEPPT :

Contributions to the CERBT and CEPPT may be initiated through myCalPERS.

Contributions may be submitted using four different transmittal methods.

- Electronic Funds Transfer by ACH Debit Method*
- Electronic Funds Transfer by ACH Credit Method
- Electronic Funds Transfer by Wire Transfer
- Check

* CalPERS preferred contribution method.

For more information on this process, please see the [Prefunding Programs' myCalPERS Contributions Guide](#). The Prefunding Programs team is happy to walk you through the contribution process. If you have any questions or would like to set up a walk through, please email CERBT4U@CalPERS.ca.gov or CEPPT4U@CalPERS.ca.gov

Please note: Contributions by Wire Transfer in the amount of \$5 million or greater require 72 hour notice prior to sending the contribution.

Disbursements from the CERBT and CEPPT:

All requests for disbursements must be in writing using the CERBT Disbursement Request Form or CEPPT Disbursement Request Form and must include a certification that the monies will be used for the purposes of the Prefunding Plan. The requests must be signed by an individual serving in the position authorized by the employer to request disbursements from the Trust(s).

Please note: Disbursements \$10,000 or greater require two signatures.

Please email: CERBT4U@CalPERS.ca.gov or CEPPT4U@CalPERS.ca.gov to obtain the Disbursement Request Form(s).

Upon completion of the Disbursement Request form, please mail the original to the following address:

CalPERS
CERBT/CEPPT
P.O. Box 1494
Sacramento, CA 95812-1494



Per California Government Code 6505.5 (e), RWA reports the following unaudited information:

For the period ending September 2022

Cash in checking account:	\$	371,051
LAIF Balance	\$	3,466,545

For the period of July 1, 2022 to September 30, 2022

Total cash receipts for the period:	\$	2,136,943
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Total cash disbursements for the period:	\$	2,142,268
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REGIONAL WATER AUTHORITY

Income Statement

Year-to-Date Performance, September 2022

	<i>3 Months Ended September 30, 2022</i>	<i>Annual Budget</i>	<i>Unused</i>	<i>% Used</i>
REVENUES				
Annual Assessments	1,052,414.00	1,052,415.00	(1.00)	100.0 %
Affiliate Members Annual	6,000.00	6,000.00	0.00	
Associate Membership Annual	68,494.00	68,494.00	0.00	
SGA Service Agreement Fees	197,074.55	857,842.00	660,767.45	23.0 %
Program Revenues	193,249.99	315,000.00	121,750.01	61.3 %
Holiday Social Revenue	0.00	7,800.00	7,800.00	
Miscellaneous Revenue	239.01	0.00	(239.01)	
State Revenues	0.00	91,900.00	91,900.00	
Interest on S/T Investments	5,699.34	12,500.00	6,800.66	45.6 %
TOTAL REVENUES	1,505,295.89	2,411,951.00	906,655.11	62.4 %
TOTAL REVENUE	1,505,295.89	2,411,951.00	906,655.11	62.4 %
GROSS PROFIT	1,505,295.89	2,411,951.00	906,655.11	62.4 %
OPERATING EXPENDITURES				
Staff Expenses				
General Salaries	340,148.27	1,426,985.00	1,086,836.73	23.8 %
Benefits/Taxes	99,708.15	555,328.00	455,619.85	18.0 %
Travel / Meals	5,967.34	43,700.00	37,732.66	13.7 %
Professional Development	1,950.00	10,000.00	8,050.00	19.5 %
TOTAL Staff Expenses	447,773.76	2,036,013.00	1,588,239.24	22.0 %
Office Expenses				
Rent & Utilities	11,858.00	35,600.00	23,742.00	33.3 %
Insurance	2,759.30	33,000.00	30,240.70	8.4 %
Office Maintenance	700.00	1,000.00	300.00	70.0 %
Telephone	2,382.02	10,000.00	7,617.98	23.8 %
Dues and Subscription	3,125.00	25,000.00	21,875.00	12.5 %
Printing & Supplies	2,176.74	23,000.00	20,823.26	9.5 %
Postage	238.26	3,600.00	3,361.74	6.6 %
Meetings	2,948.00	14,000.00	11,052.00	21.1 %
Computer Equipment/Support	9,285.31	33,000.00	23,714.69	28.1 %
TOTAL Office Expenses	36,305.95	178,200.00	141,894.05	20.4 %
Office Furniture & Equipment				

REGIONAL WATER AUTHORITY

	<i>3 Months Ended September 30, 2022</i>	<i>Annual Budget</i>	<i>Unused</i>	<i>% Used</i>
Office Move	0.00	20,000.00	20,000.00	
TOTAL Office Furniture & Equipment	0.00	20,000.00	20,000.00	
Professional Fees				
ADP / Banking Charges	777.87	3,600.00	2,822.13	21.6 %
Audit Fees	0.00	30,800.00	30,800.00	
Legal Fees	14,958.45	75,000.00	60,041.55	19.9 %
GASB 68 reporting fee	700.00	0.00	(700.00)	
Consulting Expenses - General	74,210.40	394,300.00	320,089.60	18.8 %
Powerhouse Science Center Payments	0.00	25,000.00	25,000.00	
TOTAL Professional Fees	90,646.72	528,700.00	438,053.28	17.1 %
TOTAL OPERATING EXPENDITURES	574,726.43	2,762,913.00	2,188,186.57	20.8 %
OPERATING INCOME (LOSS)	930,569.46	(350,962.00)	(1,281,531.46)	-265.1 %
NET OPERATING INCOME (LOSS)*	930,569.46	(350,962.00)	(1,281,531.46)	-265.1 %
NET INCOME (LOSS) NET OF PROGRAM	930,569.46	(350,962.00)	(1,281,531.46)	-265.1 %

*Note the above Net Operating Income (LOSS) does not include WEP Revenues of \$208,574

AGENDA ITEM 13: DIRECTORS' COMMENTS