

**REGULAR MEETING OF THE
RECLAMATION DISTRICT 900
May 24, 2021
Minutes**

Pursuant to the Governor's Executive Order N-29-20, members of the Reclamation District 900 Board of Trustees participated in this regular meeting using the Zoom meeting platform. To reduce the spread of COVID-19, members of the public were asked to watch the meeting via livestream on YouTube at (<https://youtu.be/SluCMC394k0>).

The meeting was originally noticed for May 20, 2021. Due to a technical issue with the Zoom meeting platform and streaming service, the meeting was adjourned to May 24, 2021, at 6:00 p.m. District staff prepared and posted legally-required notice of the adjourned meeting. On May 24, 2021, the meeting was called to order at 6:05 PM by President Guerrero. Also in attendance at the meeting were: Trustees Alcalá, Ledesma and Orozco; Interim General Manager Fabun, Assistant General Manager Mallen and District Counsel Nevis.

GENERAL ADMINISTRATION – PART I

Entry No. 1

Heard General Administration Functions as follows:

A. Presentations by the public on matters not on the agenda.

None

B. Monthly/Year-To-Date Budget Report

Interim General Manager Fabun reported out on the year to date as well as the April income and expenses and showed a comparison to the budget. He explained that the expenses were tracking closely with the budget except for the Drever remodel because the full amount of that project was budgeted for this fiscal year but that many of the expenses of the project will be incurred in the next fiscal year. Trustee Orozco asked for clarification on the CIP budget and whether the \$2.25M was all for the Drever remodel. Assistant General Manager Mallen explained that this budgeted amount was for both the Drever remodel as well as the Blacker Canal project.

CONSENT AGENDA – PART II

Entry No. 2

Authorized the Interim General Manager to Submit a proposal to the Department of Water Resources for funding under the flood maintenance assistance program.

Entry No. 3

Authorized the Board of Trustees to Endorse the Central Valley Flood Protection Board Permit Application by the City of West Sacramento for the West Apartments Emergency Access Road.

Entry No.4

Authorized amendment No.1 to the contract with Triamid Construction for the 889 Drever Street remodel project.

Entry No.5

Approved the minutes of the April 15, 2021, Reclamation District 900 Board meeting.

MOTION: Ledesma

SECOND: Alcalá

AYES: Guerrero, Ledesma, Alcalá & Orozco

NOES: None

ABSTAIN: None

ABSENT: None

The Consent Agenda passed 4-0, by roll call vote.

REGULAR AGENDA – PART III

Entry No. 6

Workshop on Reclamation District 900 fiscal year 2021/22 Operations and Maintenance budgets AND Capital Improvement budgets:

Interim General Manager Fabun presented the draft budget with a PowerPoint presentation. Additional information was provided by Interim General Manager Fabun regarding the General Overhead and Administration (GO&A). It was explained that these costs are proposed to be housed in the RD 900 Internal Drainage budget as 75% of these costs

are attributed to these activities. The other two budgets, 537 Drainage and Levee O&M, provide a contribution to the RD 900 Internal Drainage budget for their proportional share of the GO&A costs.

Trustee Ledesma asked for clarification on the Fund balances and reserves for the portion of the District formerly a part of RD 537. It was explained that the reserves are primarily anticipated to provide upgrades to the pump station and that the projected fiscal year shows dipping slightly into those reserves but that this is to take care of deferred maintenance and not anticipated to be the norm moving forward.

Interim General Manager Fabun provided clarification on the Levee fund that it is recommended that the District should build reserves to \$3M to \$5M in order to allow sufficient reserves in case of a levee/flood emergency, however unlikely.

Interim General Manager Fabun explained that staff would continue to track their allocation of time across the various funding streams and that the allocations could be adjusted or trued up based on actuals if they deviate significantly from the allocations assumed in the budget of 75%/2.5%/22.5% RD 900 Drainage/ RD 537 Drainage/ Levees.

For the Salary schedule additional clarification was provided that the proposed pay scale would result in all positions having annual step increases and that the movement from Maintenance Worker I to II would occur automatically after 2 years of service with satisfactory performance reviews. It was noted that the reason for the large increase in the Maintenance Worker position salaries is to help the District attract and retain employees and to close the gap between the Maintenance Worker positions and the Foreman position which is currently more than a 40% above Maintenance Worker II. It was further explained that the increase represents a maximum expense to the District of \$40,000 per when all positions are at top step and the proposed salary ranges for Maintenance Worker I/II is higher, but still within the range of the agencies surveyed in 2018. Trustee Ledesma asked that management share the salary survey information with him in the near future.

The Board indicated unanimous support for the proposed budgets and revised District pay scale.

Entry No. 7

District Progress Report was reviewed with additional information provided as follows:

Operation and Maintenance:

Interim General Manager Fabun stated that an addendum is to be prepared for the environmental reports for the Blacker Canal project as part of the USFWS comments as well as public comments. Once the mitigation measures are finalized, the addendum will be prepared, and the documents circulated for review prior to acceptance.

Coordination with other Agencies:

Assistant General Manager Mallen provided clarification that at this time and until a formalized agreement (to be determined) with the State to assume control of the area formerly a part of RD 537 is in place the inspections done annually by DWR will be incorporated in the RD 537 reporting.

Interim General Manager Fabun reported out that the legislation to incorporate the area of MA4 into the boundary of RD 900 is subject to delay due to legislative priorities. The City's lobbyist is working to find an alternate legislative vehicle to carry the contents of the bill forward.

Entry No. 8

No Trustee comments were made.

Entry No. 9

Adjourned at 7:22 PM.

MOTION: Alcalá

SECOND: Ledesma

AYES: Guerrero, Ledesma, Orozco & Alcalá

NOES: None

ABSTAIN: None

ABSENT: None



Greg Fabun, Interim General Manager/Secretary
Reclamation District 900