



RECLAMATION DISTRICT 900

Post Office Box 673

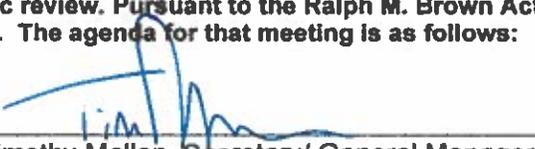
West Sacramento, CA 95691

PH: (916) 371-1483 • [email: admin@rd900.org](mailto:admin@rd900.org)

NOTICE OF REGULAR MEETING AND AGENDA RECLAMATION DISTRICT NO. 900

To be held via video conference, to submit comments in writing please email admin@rd900.org and write "Public Comment" in the subject line. Include the item number you wish to address along with your comments in the email. All comments received prior to the commencement of the meeting at 5:00pm will be provided to the Trustees and become part of the meeting records. If you need special assistance to participate in this meeting, please contact RD 900 at (916) 371-1483. Notification of at least 48 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting. Streaming of the Board Meeting is made available at <https://youtu.be/UFelo-5FK5Q>.

I, Timothy, Secretary/ General Manager, declare under penalty of perjury that the foregoing agenda for the regular meeting to be held at 5:00 p.m. December 16, 2020 of the Board of Trustees of Reclamation District No. 900 was posted December 11, 2020 in the office of the City Clerk, 1110 West Capitol Ave, West Sacramento, CA as well as the office of Reclamation District No. 900, 1420 Merkley Ave Suite #4, West Sacramento, CA, and was available for public review. Pursuant to the Ralph M. Brown Act, comments from the public will be entertained on each agenda item. The agenda for that meeting is as follows:



Timothy Mallen, Secretary/ General Manager

AGENDA

1. Agenda Approval
2. Public Comment on items not on the Agenda
3. Consent Calendar
 - 3.1. Approval of minutes from the meeting of November 18, 2020
 - 3.2. Consideration of revised scope of work for Marcus H. Bole and Associates for Blacker Canal reconstruction project
4. District Financial Update
5. Consideration of Adopting 2021 Board meeting schedule on the third Tuesday of every month at 7:00pm
6. Informational Items
 - 6.1. General Manager's Report
 - 6.1.1. Administrative Operations
 - 6.1.2. District Operations Projects
 - 6.1.3. Improvement Projects
 - 6.1.4. Agency Coordination
 - 6.1.5. WSAFCA Updates
 - 6.1.6. Development Project Coordination
 - 6.2. Trustee Reports and Updates
7. Adjourn



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November 18, 2020

Online through Zoom Meeting

5:00 P.M.

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF RECLAMATION DISTRICT NO. 900

The members of the Board of Trustees of Reclamation District No. 900 convened at the above time remotely through the use of Zoom Meeting. Trustee Sandeen called the meeting to order. Also in attendance were Trustees Chris Ledesma, Quirina Orozco and Martha Guerrero, Secretary/Manager Tim Mallen; Attorney Ralph Nevis and Greg Fabun. Not in attendance was President Christopher Cabaldon.

1. Agenda Approval. Trustee Sandeen asked if there were any required changes to the agenda, none were cited and Trustee Orozco made the motion to approve the Agenda as presented, Trustee Guerrero seconded the motion and it carried 4-0.
2. Public Comment on items not on the Agenda: No comments had been presented to Manager Mallen to be made.
3. Consent Calendar: With no further discussion requested by the Trustees on the consent items Trustee Sandeen asked for a motion to approve the minutes of the September 26th 2020 Board meeting, Trustee Orozco made the motion, Trustee Ledesma seconded the motion and it carried 4-0.
4. District Financial Update: Manager Mallen updated the Board on the status of the District balances and that a separate account with the County Treasury department had been established for the area formerly a part of RD 537. Manager Mallen also updated the Board on the status of the transference of reserves from RD 537 to RD 900; he went thru the previously presented background of the means and methods used to arrive at the dollar amount of \$838k. The method used is based upon the portion to be transferred to RD 900 for the benefit of the area formerly a part of RD 537 to be 93% of the reserves calculated at the time of the transference, on July 1, 2020. This is based upon an agreement made between Tom Ramos and Manager Mallen who were authorized by both RD's Boards to do so as part of the LAFCo process. Trustee Ledesma inquired about how the separate fund was to be utilized and how costs would be allocated. Manager Mallen explained that for now, large bills for Contracts and supplies that are exclusively for the benefit of the Area would be paid for out of the new account. He further explained that under development and to be presented to the Board at a later date is a means and methods for allocating administration and overhead between the different benefit areas.

5. Consideration of Resolution 2020-11-01, a Resolution by the Board of Trustees of Reclamation District No. 900 to Amend the Conflict-of-Interest Code: Manager Mallen differed the discussion to Ralph Nevis to explain the need for the update. Ralph Nevis explained that the biennial update notice was received from the County and he explained that due to changes within the District it is necessary to update the Code. Ralph further explained that the opportunity was taken to go through the entire Conflict-of-Interest Code to ensure compliance. Trustee Sandeen asked for a motion to approve the Conflict-of-Interest Code as presented, Trustee Ledesma made the motion, Trustee Orozco seconded the motion and it carried 4-0.
6. Consideration of Resolution 2020-11-02, a Resolution by the Board of Trustees of Reclamation District No. 900 entering into an agreement between the State of California and Reclamation District No. 900 for O&M as part of the Flood Maintenance Assistance Program 2021: Manager Mallen presented that the funds to be received for the coming calendar year are \$189k and that the language of the agreement is unchanged from the previous year's agreement. Trustee Sandeen asked for a motion to approve the Resolution 2020-11-02 for the FMAP agreement as presented, Trustee Guerrero made the motion, Trustee Orozco seconded the motion and it carried 4-0.
7. Consideration of the Award of Contract to Triamid Construction for 889 Drever St. Remodel: Manager Mallen summarized the background for the project; that this was for the remodel of the building at the address to centralize and consolidate the operations of the District and that the bidding process was initiated at the approval of the Board. At the request of Trustee Ledesma, Manager Mallen agreed to have a report as part of the meeting minutes discussing the bidding process and results. Trustee Sandeen asked for a motion to approve the award of contract to Triamid Construction for 889 Drever street remodel as presented, Trustee Ledesma made the motion, Trustee Orozco seconded the motion and it carried 4-0.
8. Informational Items.
 - 8.1. General Manager's report. Manager Mallen explained that a written report was not produced for the meeting and that key items within each bullet of the Manager's Report section of the Agenda would be reported on.
 - 8.1.1 Manager Mallen reported that the production of more formalized financial and operational procedure manuals is ongoing and that as appropriate would be brought before the Board for approval.
 - 8.1.2 Manager Mallen updated the Board on the progress of the pipeline inspections that are now nearing completion; and the ongoing work to close off access to ATVs and other non-permitted use that has been occurring along the Sacramento River and Deep Water Ship Channel levee.
 - 8.1.5 Manager Mallen deferred to Greg Fabun for the WSAFCA update. Greg reported that the 95% plans for the YBEL

project should be completed and passed along to the USACE the first week of December for review and comments. Greg updated the Board on the potential improvement of the benefit cost ratio (BCR) for WSAFCA and the importance this will have on securing funding for a New Start for the construction of the YBEL and future projects.

5.2. Trustee Reports and Updates. There was nothing the Trustees had to report.

9. Adjourn. There being nothing further, Trustee Sandeen asked for a motion to adjourn. Trustee Ledesma moved and Trustee Orozco seconded the motion and it carried 4-0.



Timothy Mallen, PE
General Manager/Secretary



Marcus H. Bole & Associates
An Environmental Consulting Firm

November 4, 2020

RD 900/WSAFCA
1420 Merkley Ave. Suite 4
West Sacramento, CA 95691

MHM Engineering
1204 E Street
Marysville, CA 95901

SUBJECT: UPDATED SCOPE OF WORK AND COST ESTIMATE FOR ENVIRONMENTAL CONSULTING SERVICES INCLUDING BIOLOGICAL & CULTURAL RESOURCE ASSESSMENTS FOR THE BLACKER DRAINAGE DITCH PROJECT. MHB&A FILE 0709-2020-3661.

Thank you for considering Marcus H. Bole & Associates for your environmental consulting needs. Our services will be a USACE Approved Jurisdictional Determination and Delineation of Waters of the United States, a Biological Resources Evaluation (CDFW) and Biological Assessment in accordance with USFWS and USACE directives, Wetland Impact Permit Facilitation, Cultural Resource Assessments & Tribal Culture Resource Coordination, and CEQA document preparation and coordination for the Blacker Drainage Ditch Bank Stabilization and Access Road Improvement Project, Project, City of West Sacramento, California. Surveys and evaluations will be in accordance with California Department of Fish & Wildlife (CDFW) and United States Fish & Wildlife directives and protocols. Charges for our services will be based on an hourly rate for time and materials (T&M). The project is located west of Jefferson Blvd starting at the intersection of Jefferson Blvd and Blacker Road, and proceeding west to the Main Channel, City of West Sacramento, California. The project is within Township 8N, Range 4E, City of West Sacramento.

Task 1. Delineation of Waters of the United States

Marcus H. Bole & Associates will conduct a formal wetland delineation within the study area to identify jurisdictional waters of the United States. Marcus H. Bole & Associates will use the site plans and profiles as provided by MHM Engineering as the extent of the project (study) area. All potential waters of the United States that meet the Clean Water Act criteria and are regulated by the Army Corps of Engineers (Corps) will be delineated within the study area. A report describing the methodology and results, including a map, will be developed. All wetland resources will be mapped and typed according to the Corps February 2016 mapping standards. A formal wetland delineation report per the *1987 Wetland Delineation Manual and Regional Supplement to the Corps Wetland Delineation Manual: Arid West Region* (2008, version 2) will be submitted to the Client and MHM Engineering. The Delineation of Waters of the US and the Determination of the Ordinary High Water Mark (wetland report) will be considered draft until the Corps provides their Approved Jurisdictional Determination (AJD). If the USACE determines that the Blacker Drainage Ditch is USACE jurisdictional waters of the United States, then further permitting will be required. If the USACE determines that the Blacker Drainage Ditch is NOT federal jurisdictional waters, then the federal (404) and State (401) permits will not be required for this project. MHM will also assist Marcus H. Bole & Associates in providing a

Project Manager, additional endangered species evaluations may be required to satisfy Section 7 coordination with the USFWS.

Task 3: Section 404 Permit from the US Army Corps of Engineers

If the USACE determines that the Blacker Drainage Ditch is federal jurisdictional, Marcus H. Bole & Associates will conduct an impacts analysis to quantify project related impacts to waters of the US. Marcus H. Bole & Associates assumes that less than 0.1 acres of jurisdictional wetlands will be impacted. Marcus H. Bole & Associates will provide the Client with a draft impacts analysis map for review and revisions/modifications, if deemed necessary, prior to finalizing the impact map for inclusion in permit applications. The impacts assessment must be approved by the project engineer and Client prior to submittal to the Corps. Marcus H. Bole & Associates will prepare a §404 nationwide permit application and Pre-Construction Notification Form, for submittal to the Corps of Engineers. Marcus H. Bole & Associates will serve as the Client's agent during the application review process.

Task 4: Section 401 Permit from the Regional Water Quality Control Board

If a USACE Nationwide 31 Permit is required, Marcus H. Bole & Associates will prepare the §401 permit application for a Water Quality Certification from the RWQCB. The submittal will include the §401 Certification application form, the RWQCB fee calculator spreadsheet and fee check, a copy of the information that will be submitted as part of the §404 permit application, and CEQA Compliance/Notice of Determination. The cost of this task does not include the application fee cost for the §401 Certification, which will be determined based on project related impacts and the current RWQCB fee calculator spreadsheet, and will be provided by the Client in the form of a check made out to the State Water Resources Control Board. Marcus H. Bole & Associates will serve as the Client's representative during the application review process. #

Task 5: Section 1602 Permit Application (Lake and Streambed Alteration Agreement)

A Lake and Streambed Alteration Agreement (LSAA) is required as the California Department of Fish & Wildlife takes jurisdiction over impacts to "Waters of the State. Marcus H. Bole & Associates will prepare the §1602 LSAA application for submittal to the CDFW. (See: <https://www.wildlife.ca.gov/Conservation/LSA>). The CDFW requires that construction drawings that are 60% complete accompany the permit application. Prior to submission of the permit application Marcus H. Bole & Associates may need to conduct a site visit with CDFW to assure that all desired information is included in our submittal. The submittal typically includes the §1602 LSAA application form, a copy of information that will be submitted as part of the §401 Certification application, a copy of information that will be submitted as part of the §404 Pre-Construction Notification, CEQA Compliance/Notice of Determination, and a check to cover permit application fees. Marcus H. Bole & Associates will serve as the Client's liaison during the application review process. The Client will be responsible to pay any permit fees required by the California Department of Fish and Wildlife.

Task 6: CEQA Initial Study/Mitigated Negative Declaration

RD900 is the CEQA Lead Agency. Marcus H. Bole & Associates (MHBA) will prepare an environmental document in accordance with the California Environmental Quality Act (Public

	Coordination					
	Prepare Admin. Draft IS/MND	\$4,500	\$720	\$450	\$136	\$5,806
	Revise Admin. Draft IS/MND	\$880				\$880
	Prepare Final IS/MND	\$880				\$880
7	Archaeological Survey & Tribal Coordination for Section 108 & 404 Compliance	7,900				7,900
Reimbursable Expenses (GPS, mileage,)						\$1,250
Estimated Total						\$70,494

Schedule:

The timing for obtaining permits from the regulatory agencies varies greatly. Typical timeframes for obtaining §1602 and §401 permits is approximately 4 months from time of submitting the application. Typical timeframes for obtaining §404 permits is approximately 5 months in the Sacramento District of the Corps. Timing to complete the CEQA Initial Study/Mitigated Negative Declaration is 2 months. Once RD900 approves the document, the public comment and response period is thirty days. Once the comment period is over, the Notice of Determination will be filed. If you have any questions concerning our Scope of Work, Cost or Timing please feel free to contact me directly at: Marcus H. Bole & Associates, Attn: Marcus Bole, 104 Brock Drive, Wheatland, CA 95692, phone: 530-633-0117, fax: 530-633-0119, cell: 916-747-8501, and email: mbole@aol.com.

Respectfully submitted,



Marcus H. Bole, M.S., Principal
Senior Environmental Scientist
Marcus H. Bole & Associates



Reclamation District 900 November 2020 Financial Summary

Cash

- Total cash balance as of 12/16/20 is \$5,662,241

Accounts Receivable

- Still waiting on several handbills for the FY 20/21 year. \$150k
 - City of West Sacramento \$25,105.48
- Transfer initiated from RD 537 to RD 900 for \$838,086. This will be received as a check from the county. (calculation below)
- RD 537 is collecting the handbills for the special district (IKEA) and will be cutting a check when collected in full. \$31,026

Other

- Adjustment was made to previous calculation to account for the FMAP money that was returned to Department of Water Resources for FY 19/20. \$50,156

RD 900 Cash transfer	
As of June 30, 2020	
Cash	965,121
AR	26,998 1
Deposit in Transit	23,967
Accounts Payable	(114,919) 2
Total	901,168
RD 900 93%	838,086
RD 537 7%	63,082
AR Amount	
PG&E City W. Sac Reim.	18,319
WSAFCA 3rd Payment	8,598
Handbill	81
Total	26,998 1
AP Amount	
Cornstock-Johnson Architect	9,243
Express Custom Iron	22,950
Hultgren-Tillis Engineers	4,266
MBK Engineers	338
PG&E	497
State Comp	217
John Deere	77,409
Total	114,919 2

RECLAMATION DISTRICT No. 537

Post Office Box 822, West Sacramento, CA 95691

October 21, 2019

Timothy Mallen
General Manager
Reclamation District No. 900
1420 Merkley Avenue
West Sacramento, CA 95691

Re: *Assets to Be Transferred to Reclamation District No. 900 ("RD 900") By Reclamation District No. 537 ("RD 537") Upon Completion of Detachment of RD 537 Territory Located Within the Boundaries of the City of West Sacramento and Annexation of Such Area Into RD 900*

Dear Tim:

The Board of Trustees of RD 537, at a special meeting held on October 16, 2019, authorized the undersigned to offer the following with regard to the above subject matter. Upon completion of the detachment of that portion of RD 537 located within the City of West Sacramento boundaries (the "Detached Area"), and annexation of such territory into RD 900, the following assets would be transferred to RD 900:

1. All rights in land, of any nature, held by RD 537 for ditches, canals, and the pumping plant located within the Detached Area, together with all facilities appurtenant thereto including, without limitation, the pumping plant, pumps, motors, and electrical facilities associated therewith.
2. All rights in land, of any nature, with regard to levees operated and maintained by RD 537 located within the Detached Area and any facilities appurtenant thereto such as roads, ramps, gates and the like.
3. All funds on hand on the effective date of such reorganization based upon the percentage of total assessment contributions to RD 537 represented by the lands within the Detached Area, based on the RD 537 2019/2020 operation and maintenance assessment. Such percentage is 93%. The total of RD 537 assessment funds on hand as of the date of this letter are approximately \$750,000. If the reorganization is effective on July 1, 2020, it is anticipated that the total assessment funds on hand, given expenditures in the ordinary course of business and receipt of additional assessment funds, is not expected to decrease.
4. The Detached Area will remain a separate Benefit Assessment Area from the current area of RD900 and the operation and maintenance assessment and assessment methodology utilized within the Detached Area as of the date of detachment and annexation will

remain in place unless and until modified by the RD 900 Board of Trustees in full compliance with California law, including Article XIID of the California Constitution (Proposition 218).

Please indicate your agreement with this proposed asset allocation by signing a copy of this letter in the space provided and returning a copy to the undersigned.

Yours truly,

RECLAMATION DISTRICT NO. 537

By: _____
Thomas Ramos, Trustee of
Reclamation District No. 537

By: _____
Kyle Lang, General Manager

Agreed pursuant to authority delegated by the
Board of Trustees of Reclamation District No. 900
at it's October 10, 2019 regular meeting

Daniel Ramos, President of the Board of Trustees

Timothy Mallen, General Manager



RECLAMATION DISTRICT 900

Post Office Box 673

West Sacramento, CA 95691

PH: (916) 371-1483 • email: wsrd@pacbell.net

2021 Board of Trustees Meeting Schedule

January 21, 2021 at 6:00 p.m.

February 18, 2021 at 6:00 p.m.

March 18, 2021 at 6:00 p.m.

April 22, 2021 at 6:00 p.m.

May 20, 2021 at 6:00 p.m.

June 17, 2021 at 6:00 p.m.

July 15, 2021 at 6:00 p.m.

August 19, 2021 at 6:00 p.m.

September 16, 2021 at 6:00 p.m.

October 21, 2021 at 6:00 p.m.

November 18, 2021 at 6:00 p.m.

December 16, 2021 at 6:00 p.m.



RECLAMATION DISTRICT 900

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West Sacramento, CA 95691

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DATE: December 16, 2020

AGENDA ITEM NO. 6.1

TITLE: General Manager's Report –December 2020

SUBJECT: Update on activities since the November 2020 Board of Trustees Meeting

EXECUTIVE SUMMARY:

This Staff Report is intended to highlight the noteworthy activities and events of the District. Noteworthy activity since the previous Board Meeting on 11/18/2020

BACKGROUND:

6.1.1. Administration Services

The remodel of the District's new headquarters at 889 Drever Street is continuing to progress. The plans are under review with the City planning department. The contractor, Triamid construction has begun the process of attaining the necessary permits and scheduling the work for this coming year. I continue to work with Ralph on the language for an executed contract with Triamid as directed by the Board at the November meeting.

6.1.2. District Operations

6.1.2.1. Flood Operations and Maintenance:

Work continues on eliminating vehicular access along the District's levees, particularly the Deep-Water Ship Channel levee. We continue to install barricades as well as repair and upgrade gates.

6.1.2.2. Internal Drainage Operations:

With the latest storm system this past weekend all detention facilities have now reached winter operating levels. Also, of note is that the levels within the Main Drain have reached a point where water can feed into Bridgeway lakes to help maintain levels in the event dry conditions occur again.

Field operations have been focused on extensive clearing of trees along the Districts canals to produce adequate vertical clearance for equipment. Next will be clearing along the river levees to meet USACE requirements as noted in the last Periodic Inspection of RD 900.

General Manager's Report – December 2020

6.1.3. Capital Improvement Projects

6.1.3.1. Blacker Canal:

At this time the process of securing the necessary environmental and cultural reports for permitting is ongoing. The timeline is still for the project to be completed in 2021.

6.1.4. Agency Coordination:

6.1.4.1. CVFPB:

Discussions have been initiated to again pursue legislation in conjunction with WSAFCA to incorporate the boundary of MA4 into the Statutes of formation for RD900. With the successful completion of legislation, the process of transference of responsibility for MA4 by the CVFPB will be possible and could move forward.

6.1.5. WSAFCA Updates

6.1.5.1. USACE Yolo Bypass East Levee Projects:

The 95% plan submittal has been completed and the plans are currently under review with the USACE. Coordination is ongoing with the design team to ensure that the O&M concerns of the District are met in the final design.

6.1.6. Development Project Coordination:

Coordination with the construction of the City Corp Yard is ongoing, connections as permitted by RD 900 of the Corp Yard drainage to the District's drainage system have been completed.

Coordination has been initiated with the City on the Linden Trailhead project. This proposed project would construct a parking area and improvements adjacent to the levee at the east limits of Linden Rd and place recreational features in the form of ramps and improved surfaces on the landside slope of the levee. As of yet only conceptual drawings of alternatives have been produced.

ATTACHMENTS: None

STAFF RESPONSIBLE FOR REPORT:



Timothy Mallen, General Manager