

AGENDA

REGULAR MEETING OF RECLAMATION DISTRICT 900

APRIL 15, 2021

Martha Guerrero, President

Norma Alcala, Trustee
Quirina Orozco, Trustee

Chris Ledesma, Trustee

Greg Fabun, Interim General Manager/Secretary
Ralph Nevis, District Attorney

6:00 PM CALL TO ORDER

Pursuant to the Governor's Executive Order N-29-20, members of Reclamation District 900 and staff will participate in this meeting via a teleconference. To reduce the spread of COVID-19, members of the public are asked to watch the meeting livestream at <https://youtu.be/407GobbHQHs> and to submit comments in writing by 5:00 pm on April 15, 2021.

To submit a comment in writing, please email admin@rd900.org and write "Public Comment" in the subject line. In the body of the email, include the item number and/or title of the item as well as your comments. All comments received by 5:00 pm will be provided to the Reclamation District Board and posted on the website. The comments submitted shall become part of the record of the meeting.

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.

GENERAL ADMINISTRATION – PART I

- 1A. PRESENTATIONS BY THE PUBLIC ON MATTERS NOT ON THE AGENDA WITHIN THE JURISDICTION OF THE DISTRICT. THE AGENCY IS PROHIBITED BY LAW FROM DISCUSSING ISSUES NOT ON THE AGENDA BROUGHT TO THEM AT THIS TIME.
- 1B. MONTHLY/YEAR-TO-DATE BUDGET REPORT

CONSENT AGENDA – PART II

- 2. CONSIDERATION OF AUTHORIZATION FOR THE INTERIM GENERAL MANAGER TO SUBMIT THE SPECIAL DISTRICTS AND OTHER AGENCIES AUTHORIZATION FORM – FY 2020-21 TO YOLO COUNTY TO REFLECT CHANGES IN GENERAL MANAGER, APPOINTMENT OF ASSISTANT GENERAL MANAGER, AND SIGNING AUTHORITY

Comment: This item seeks Board approval to file a form with Yolo County to reflect recent management changes at the District in order to facilitate uninterrupted service typically provided the District by Yolo County.

- 3. CONSIDERATION OF AUTHORIZATION FOR THE BOARD OF TRUSTEES TO ENDORSE THE CENTRAL VALLEY FLOOD PROTECTION BOARD PERMIT APPLICATION FOR THE CHEVRON DEEPWATER SHIP CHANNEL PIPELINE MAINTENANCE PROJECT

Comment: Local Maintaining Agency ("LMA") endorsement is a requirement of Central Valley Flood Protection Board Permit applications submitted by others for projects that lie within an LMA's boundary. The District is the LMA with respect to the project area. This item seeks Board authorization to endorse the Chevron Pipeline Maintenance Project application on behalf of the District.

- 4. CONSIDERATION OF APPROVAL OF THE MARCH 18, 2021 AND MARCH 25, 2021 MEETING MINUTES

REGULAR AGENDA – PART III

5. DISTRICT PROGRESS REPORT
6. TRUSTEE COMMENTS
7. ADJOURN

I, Greg Fabun, Interim General Manager/Secretary of the West Sacramento Area Flood Control Agency, declare under penalty of perjury that the foregoing agenda for the April 15, 2021 meeting of Reclamation District 900 was posted on April 12, 2021 in the office of the City Clerk of the City of West Sacramento, 1110 West Capitol Avenue, West Sacramento, CA, and at the office of Reclamation District 900, 1420 Merkley Ave., Suite #4, West Sacramento, CA, and was available for public review.

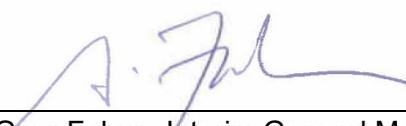


Greg Fabun, Interim General Manager/Secretary
Reclamation District 900

All public materials related to an item on this agenda submitted to the District after distribution of the agenda packet are available for public inspection on the District's website at: www.rd900.org. Any document provided at the meeting by staff will also be available to the public. Any document provided at the meeting by the public will be available the next business day following the meeting.

Reclamation District 900
July 2020-March 2021 Financials

	Jul 2020-Feb 2021	Mar-21	Total	FY 20/21 Budget	Percent of Budget
Revenue					
4000 RD 900 Assessments	2,469,363		2,469,363	2,430,272	102%
4005 Prior Year Assessments				10,000	0%
4010 WSAFCA	723,786		723,786	650,332	111%
4020 Interest Income	43,243		43,243	70,000	62%
4100 Funding Agreements				1,036,000	0%
4200 Miscellaneous		230	230	5,000	5%
4300 Retiree Healthcare	296	1,818	2,114	4,000	53%
Total Revenue	3,236,689	2,048	3,238,737	4,205,604	77%
Expenditures					
5000 Administrative	178,912	28,190	207,102	260,000	80%
5200 Labor & Related	454,425	56,809	511,234	969,000	53%
5400 Operations & Maintenance	255,017	13,701	268,718	380,000	71%
6000 Repair Replacements & Rehab	79,960	26,665	106,625	2,250,000	5%
Total Expenditures	968,314	125,365	1,093,679	3,859,000	28%
Change In Fund Balances	2,268,375	(123,317)	2,145,058	346,604	619%

MEETING DATE: April 15, 2021		ITEM #	
SUBJECT:			
CONSIDERATION OF AUTHORIZATION FOR THE INTERIM GENERAL MANAGER TO SUBMIT THE SPECIAL DISTRICTS AND OTHER AGENCIES AUTHORIZATION FORM – FY 2020-21 TO YOLO COUNTY TO REFLECT CHANGES IN GENERAL MANAGER, APPOINTMENT OF ASSISTANT GENERAL MANAGER, AND SIGNING AUTHORITY			
INITIATED OR REQUESTED BY:		REPORT COORDINATED OR PREPARED BY:	
<input type="checkbox"/> Board <input checked="" type="checkbox"/> Staff <input type="checkbox"/> Other		Tim Mallen, Assistant General Manager  _____ Greg Fabun, Interim General Manger	
ATTACHMENT	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Information	<input type="checkbox"/> Direction <input checked="" type="checkbox"/> Action

OBJECTIVE

The objective of this report is to obtain the Reclamation District 900 (District) Board of Trustees (Board) approval for the Interim General Manager to file a form with Yolo County to reflect recent management changes at the District in order to facilitate uninterrupted service as typically provided the District by the County.

RECOMMENDED ACTION

Staff respectfully recommended that the Board authorize the Interim General Manager to submit the “Special Districts and Other Agencies Authorization Form – 2021” (Form) to Yolo County granting authority to the Interim General Manager to make deposits, request disbursements and transfers to and from the County Fund (as defined below), and to grant the same authorities to the Assistant General Manager.

BACKGROUND

The District maintains the majority of its funds in an account with the Yolo County Treasury Department (County Fund). The District deposits funds to the County Fund upon receipt. Transfers from the County Fund are made to a District account at First Northern Bank to cover the District’s routine operating expenses. The District typically makes large expenditures directly from the County Fund by warrant upon written request from the District.

ANALYSIS

Authorization for the Interim General Manager is needed to facilitate continued financial operations by the District. Retaining similar authorities for the Assistant General Manager will allow for coverage when the Interim General Manager is unavailable, on an as-needed basis only, subject to General Manager’s direct oversight.

The Form requires the Board to identify authorized individuals to perform the necessary functions by name. The authorized individuals must sign the Form. The authorization must be recorded in the minutes of a regular meeting of the Board. Individual Trustees must sign and date the Form prior to submission to the County.

ALTERNATIVES

The recommendation is that the Board authorize the Interim General Manager to submit the Form to Yolo County. If no action is taken by the Board, the Interim General Manager will not have the necessary authority to transact District business with the County with respect to the County Fund.

COORDINATION AND REVIEW

This item was coordinated with District counsel.

BUDGET/COST IMPACT

This action has no direct budget or cost impact and allows for continued financial operations of the District.

ATTACHMENTS

Special Districts and Other Agencies Authorization Form – 2021

MEETING DATE: April 15, 2021		ITEM #	
SUBJECT:			
CONSIDERATION OF AUTHORIZATION FOR THE BOARD OF TRUSTEES TO ENDORSE THE CENTRAL VALLEY FLOOD PROTECTION BOARD PERMIT APPLICATION FOR THE CHEVRON DEEPWATER SHIP CHANNEL PIPELINE MAINTENANCE PROJECT			
INITIATED OR REQUESTED BY:		REPORT COORDINATED OR PREPARED BY:	
<input type="checkbox"/> Board <input checked="" type="checkbox"/> Staff <input type="checkbox"/> Other		Tim Mallen, Assistant General Manager  <hr/> Greg Fabun, Interim General Manger	
ATTACHMENT	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Information	<input type="checkbox"/> Direction <input checked="" type="checkbox"/> Action

OBJECTIVE

The objective of this report is to obtain the Reclamation District 900 (District) Board of Trustees (Board) approval to endorse a permit application on behalf of the District, as the responsible Local Maintaining Agency (LMA), submitted to the Central Valley Flood Protection Board (CVFPB) by Chevron Pipeline & Power (Chevron).

RECOMMENDED ACTION

Staff respectfully recommends that the Board endorse Chevron's permit application, which is attached as Attachment 1 hereto, on behalf of the District with the conditions outlined below.

BACKGROUND

California Code of Regulations, Title 23, Division 1, Chapter 1, Article 3, provides the framework and procedures for the encroachment permit application process required by the CVFPB, part of which is the requirement that an applicant obtain endorsement of the project/application by the LMA that has jurisdiction over where the project is to take place as part of the application process. In this instance, Chevron is the applicant, and the project is to take place within the District's LMA jurisdiction.

ANALYSIS

Chevron owns, operates and maintains an 8-inch diameter fuel pipeline, the Bay Area Products Line (pipeline), which crosses the Sacramento Deep Water Ship Channel near the southern limits of the District's boundary. During inspections performed by Chevron in 2019 and 2020 using both sonar surveying as well as divers, it was discovered that portions of the articulated concrete mats (mats) under the pipeline along the west bank of the Deep Water Ship Channel (DWSC) had been dislodged and that a void had formed underneath a portion of the pipeline. The project proposes to remove the dislodged mats, repair coating on the pipeline as needed, install backfill under, around and over the pipeline and install new mats with additional anchoring.

District staff generally supports and recommends endorsing the application with the following conditions: 1) the District is notified prior to initiation of work; and 2) the District is provided final as-built drawings when the project is complete.

ALTERNATIVES

The recommendation is that the Board execute the endorsement of the Permit with the conditions noted. The Board may choose not to provide the endorsement, to delay endorsement, or to request additional conditions. Staff does not recommend delaying or refusing to endorse the Permit because the project is necessary to properly secure the Chevron pipeline and because the interests of the District as LMA will be served through the permit process and requested additional conditions.

COORDINATION AND REVIEW

This item was coordinated with District counsel.

BUDGET/COST IMPACT

This action has no direct budget impact other than staff time to periodically monitor the work as needed and to receive and file as-built plans after the project is complete.

ATTACHMENTS

- 1) CVFPB Application
- 2) Chevron Project Description

APPLICATION FOR A CENTRAL VALLEY FLOOD PROTECTION BOARD ENCROACHMENT PERMIT

Application No. _____ (For Office Use Only)

1. Description of proposed work being specific to include all items that will be covered under the issued permit. See attached 2020 - Sacramento River Deep Water Ship Channel - Introduction & Scope of Work

2. Project Location: Yolo County County, in Section 25 Township: 8N (N) (S), Range: 3E (E) (W), M. D. B. & M. Latitude: 38.505° N Longitude: 121.586° S Stream: Deep Water Ship Channel, Levee: Federal & Non-federal Designated Floodway: APN: 033-140-060-000

3. Chevron Pipe Line & Power of 2360 Buchanan Rd Name of Applicant / Land Owner Address Pittsburg CA 94565 817-819-1238 City State Zip Code Telephone Number tonylopez@chevron.com E-mail

4. Jose Antonio Lopez, Jr (Tony) of 2360 Buchanan Rd Name of Applicant's Representative Company Pittsburg CA 94565 817-819-1238 City State Zip Code Telephone Number tonylopez@chevron.com E-mail

5. Endorsement of the proposed project from the Local Maintaining Agency (LMA):

We, the Trustees of Reclamation District 900 approve this plan, subject to the following conditions: Name of LMA

[x] Conditions listed on back of this form [] Conditions Attached [] No Conditions

Trustee Date Trustee Date Trustee Date Trustee Date

**APPLICATION FOR A CENTRAL VALLEY FLOOD PROTECTION BOARD
ENCROACHMENT PERMIT**

6. Names and addresses of adjacent property owners sharing a common boundary with the land upon which the contents of this application apply. If additional space is required, list names and addresses on back of the application form or an attached sheet.

Name	Address	Zip Code
City of West Sacramento (Operated by the Reclamation District #900)	1110 West Capitol Avenue, West Sacramento, CA 95591	
	1420 Merkley Ave # 4, West Sacramento, CA 95691	
City of West Sacramento (Operated by the Johas & Associates Inc)	1110 West Capitol Avenue, West Sacramento, CA 95591	
	5110 Jefferson Blvd, West Sacramento, CA 95691	
Estate of Andrew J. Johas	5110 Jefferson Blvd, West Sacramento, CA 95691	
Johas & Associates Inc	5110 Jefferson Blvd, West Sacramento, CA 95691	

7. Has an environmental determination been made of the proposed work under the California Environmental Quality Act of 1970? Yes No Pending

If yes or pending, give the name and address of the lead agency and State Clearinghouse Number:

CDFW was Lead Agency for mat installation in 2010 and filed a Notice of Exemption (NOE) for the Project (Categorical Exemption 15301 for Existing Facilities). Anticipate CDFW will be Lead Agency and file NOE for mat remediation.

SCH No. _____

8. When is the project scheduled for construction? August - October 2021

9. Please check exhibits accompanying this application.

- A. Regional and vicinity maps showing the location of the proposed work.
- B. Drawings showing plan view(s) of the proposed work to include map scale.
- C. Drawings showing the cross section dimensions and elevations (vertical datum?) of levees, berms, stream banks, flood plain,
- D. Drawings showing the profile elevations (vertical datum?) of levees, berms, flood plain, low flow, etc.
- E. A minimum of four photographs depicting the project site.

Signature of Applicant

Date

Include any additional information:

Conditions by Reclamation District 900

- 1) The District be notified prior to initiation of work
- 2) the District is provided final as-built drawings when the project is complete.



2020 - SACRAMENTO RIVER DEEP WATER SHIP CHANNEL

Introduction & Scope of Work





1. INTRODUCTION

Chevron owns and operates an 8-inch diameter pipeline named the Bay Area Products Line (BAPL) which crosses the Sacramento Deep Water Ship Channel.



BAPL Crossing Location

The crossing is located at approximately 38.505° N, 121.586° W. Chevron Pipeline performed a depth of burial survey of the crossing using multibeam sonar and a sub-bottom profiler. The multibeam survey results showed a portion of the pipeline exposed near the west bank of the Channel, and the articulated concrete mats installed over the pipeline in 2010 had been displaced. See Figure 1 below, which shows a 3D representation of the exposed pipeline and displaced mats from the previously performed multibeam survey.

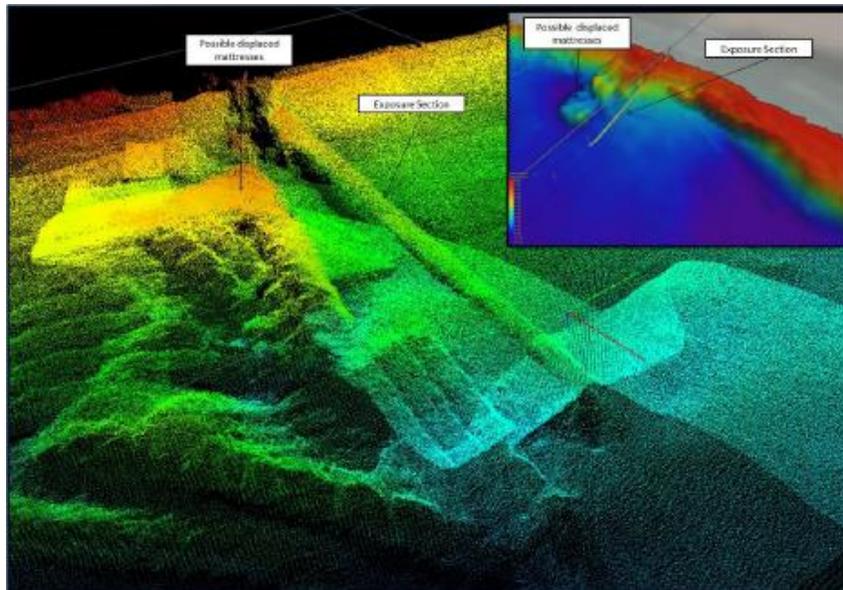


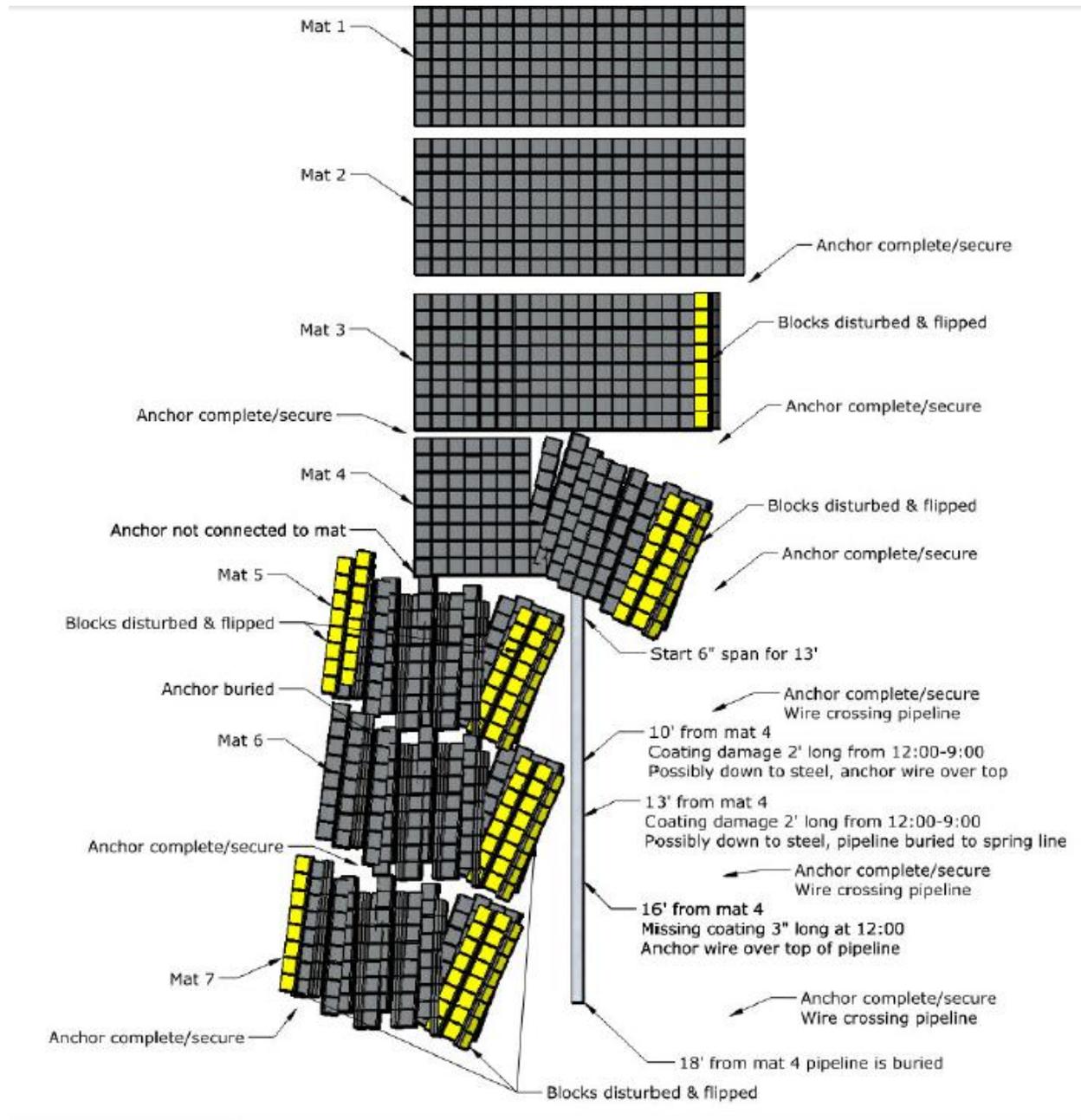
Figure 1 – 3D Representation of Exposed Pipeline and Displaced Mattress



2. OBSERVATIONS

A diver survey of this area was performed on February 20, 2020. The diver survey confirmed that the concrete mats had been displaced to the south (downstream), the pipeline was exposed for approximately 18 feet, with a span approximately 6 inches high and 13 feet long. The diver survey also noticed 3 areas of pipeline coating damage.

Diagram of Mats and Diver Observations





Prior to diving, photographs of the articulated concrete mats above the water were taken, shown in the following pictures. There are 7 concrete mats, each of which 20 feet long by 8 feet wide, consisting of 1-foot by 1-foot blocks joined with polypropylene rope. In 2010 the mats were installed centered on the pipeline with the long axis of the mats perpendicular to the pipeline, resulting in a roughly 20'x56' area. The edges of the mats have loops of polypropylene rope attached to the concrete blocks. A steel wire rope was woven through these polypropylene rope loops along the 20-foot-long edges between the mats, and then secured to helical screw anchors to limit the potential movement of the mats.



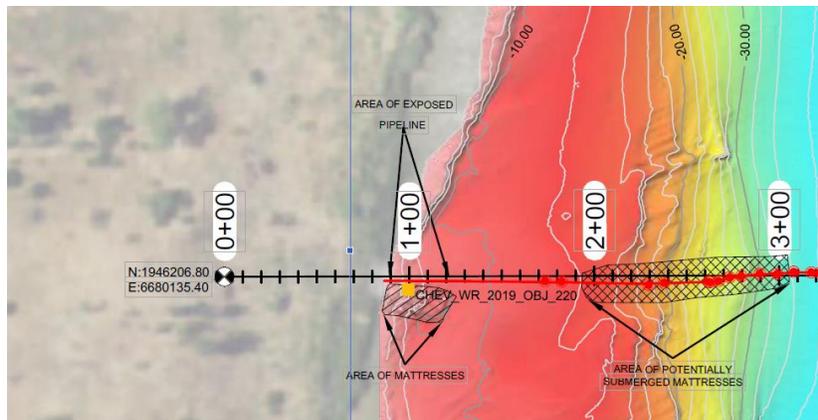
The two westernmost mats which are normally above the waterline are relatively undisturbed. The third mat near the waterline shows signs of disturbance, including the north edge which has rolled over, showing the rubber pads on the underside of the concrete blocks. The ropes securing the mats to the helical screw anchors and each other are under tension at the joint between the second and third mat.



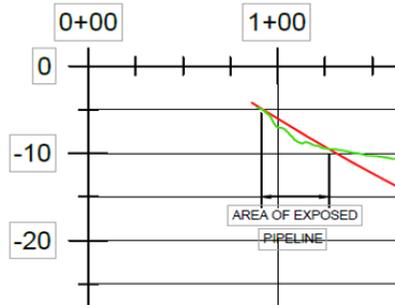
Photograph of a Helical Screw Anchor Head



Only the three westernmost mats were visible. The other mats were under water, which was too turbid to capture pictures or video. The information shown in the following figure was gathered by a diver feeling along the features of the mats, pipelines, ropes and anchors and relaying observations to the surface via voice communications equipment. The underwater mats (4 through 7 on diagram) were heavily disturbed, shifted to the south of their original alignment, with wrinkles or rolled over sections. Rolled over or flipped blocks had the rubber that was originally on the bottom of the blocks facing up. The anchor wires woven through the polyethylene rope loops on the edges of the mats provided some constraint, but the loops were able to slide along the wires to the south.



The pipeline was exposed for approximately 18 feet, starting just east of mat 4 to approximately the middle of mat 7. Most of this length was also spanned, with approximately 6 inches between the bottom of the pipeline and the riverbed.



The coating was observed on the pipeline, with three areas of damage. No dents or gouges of the pipeline steel were noted in the areas where the weight coating was damaged, but the diver's ability to inspect for dents or gouges was limited by visibility, any potential remaining coating, and avoiding further disturbance to the pipeline's remaining coating.

3. PROPOSED REMEDIATION SCOPE OF WORK

The proposed scope of work for the Chevron Sacramento Channel Crossing Remediation Project (Project) includes removal of the displaced concrete mats, repair of the pipeline coating, installing gravel under and around the pipeline to remediate the span, and installation and anchoring of new concrete mats. The scope of work is described in more detail in the following subsections, including associated surveys, notifications, mobilization, and demobilization.

3.1 PRE-PROJECT SURVEYS AND NOTIFICATIONS

Anticipated pre-project surveys and notifications include:

1. Pre-project multibeam debris survey to identify any pre-existing features or debris in the project vicinity. eTrac will perform the pre-project debris survey.
2. Pre-excavation 811 notification and coordination with local utilities.
3. United State Coast Guard (USCG) Local Notice to Mariners (LNM).
The permitting process may result in additional pre-project survey or notification requirements.

3.2 MOBILIZATION, CREWS AND EQUIPMENT

All on-site project activities will be conducted from a spud barge equipped with a crane and dive spread. The spud barge and crane will be provided by CS Marine Constructors Inc. (CS Marine), mobilized from their Mare Island facility. CS Marine will also provide a tug to maneuver the barge, and a vessel to transport crew to and from the barge. Associated crew from CS Marine includes (1) Barge Master, (1) Crane Operator, (2) Deckhands, (2) Tug Crew and (2) Vessel Crew.

The dive spread and dive team will be provided by Aqueos Corporation (Aqueos). The 5-man dive crew consists of (1) Dive Supervisor, (2) Divers and (2) Diver Tenders. Diving equipment includes a shallow air spread, screw air compressor, generator, hydraulic unit and jet pump.

In addition to the above listed crews and equipment, materials to be loaded onto the barge prior to



departure from Mare Island includes a spreader bar for handling the articulated concrete mats, associated rigging, five new articulated concrete mats, gravel (6 cubic yards, approx.), helical screw anchors and pipeline coating repair materials.

Once on-site, the tug will maneuver the barge into position just south of the pipeline with support from eTrac, who will provide navigation to ensure proper placement of the barge. The barge will lower its spuds to anchor it in position. The tug will remain on-site and crewed to provide support in the event of a loss of anchorage, and eTrac will provide equipment to monitor the barge's position and alarm if it moves off station unexpectedly.

Work will occur in 12-hour shifts during daylight hours. Crew members will be transported to and from shore daily. There are several options for where crew can transfer from the crew boat to shore, which include (in preferential order based on proximity to the project site).

3.3 EXISTING ARTICULATED CONCRETE MAT REMOVAL

The two articulated concrete mats that are above the water line are undisturbed and will be left in place throughout the Project. The other five concrete mats below the waterline will be recovered to the barge deck. First, divers will remove the anchor wires which are currently secured to the helical screw anchors and interwoven into the polyethylene ropes on the edges of the mats. The barge crane will be rigged with a spreader bar designed to handle the articulated concrete mats, which will be lowered into the water over each mat to be recovered. Divers will rig each mat to the spreader bar using the polyethylene rope loops along the edges of the mats. After the diver has rigged each mat and moved safely out of the way, the crane will lift the spreader bar and mat onto the barge deck. The spreader bar will then be disconnected from the mat, and the process repeated until all five disturbed mats have been recovered. The recovered articulated concrete mats will be transported back to Mare Island on the barge once other project activities have been completed, and from there trucked to an approved disposal facility.

3.4 PIPELINE COATING REPAIR

The Denso Petrolatum Coating System or alike, designed for underwater application, will be used to repair areas of the pipeline with coating damage. First, pipeline surfaces will be prepared by removing the existing coating, including all loose scale, rust or other foreign matter in accordance to SSPC SP2 "Hand Tool Cleaning" or SP3 "Power Tool Cleaning." A thin film of primer (Denso Paste S105 or alike) will be applied, then the pipeline will be spirally wrapped with a petrolatum tape (Densyl Tape or alike), with 55% overlap to provide two layers of petrolatum tape throughout. Finally, a glass outer wrap tape (Denso Glass Outer wrap or alike) will be spirally wrapped over the petrolatum tape with 50% overlap.

3.5 SPAN REMEDIATION

Gravel will be installed underneath and around the spanned section of pipeline, covering the pipeline with at least 6 inches of gravel cover over the top of the pipeline. Gravel will be sloped away from this high point over the top of the pipeline at a 2:1 (horizontal: vertical) slope. The estimated volume of gravel required to remediate the span is approximately 6 cubic yards.

3.6 ARTICULATED CONCRETE MAT INSTALLATION

The barge crane and spreader bar will be used to place the five new articulated concrete mats centered over the pipeline, with the long axis of the mats perpendicular to the pipeline. This process will be similar to, but reverse, of the process described for recovery of the existing mats.

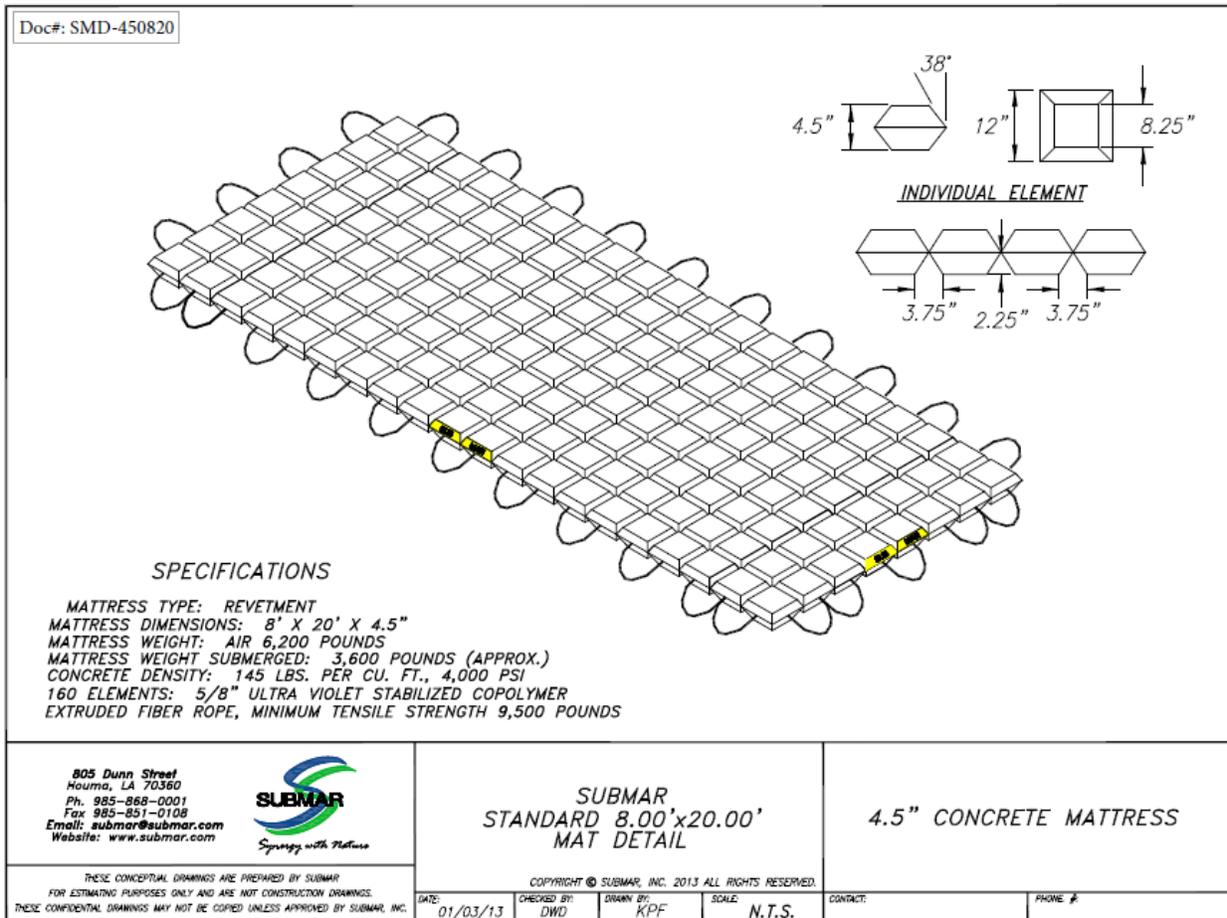


Once all the mats are in place, anchor wires will be woven into the polyethylene ropes at the edges of the mats. Unlike the previous configuration which only had anchor wires along the long edges of the mats (perpendicular to the pipeline), anchor wires will be installed along all four sides of each mat (both perpendicular to and parallel to the pipeline).

The existing helical screw anchors will be inspected by divers and reused to connect anchor wires if undamaged. Any damaged helical screw anchors will be left in place, and a new helical screw anchor will be installed adjacent to it. Ten new helical screw anchors will also be installed at the mid-point of each mat's short edge. These additional helical screw anchors and installing anchor wires parallel to the pipeline in addition to perpendicular should reduce the chances of the mats being displaced in the future.

3.7 DEMOBILIZATION AND POST-PROJECT REPORTING

Once all on-site remediation work has been completed, divers will perform a final survey of the installed conditions. All project vessels will return to Mare Island, where equipment and any remaining materials will be offloaded. The removed concrete mats will be trucked to an approved disposal facility.





SSS HELICAL PILES AND ANCHORS

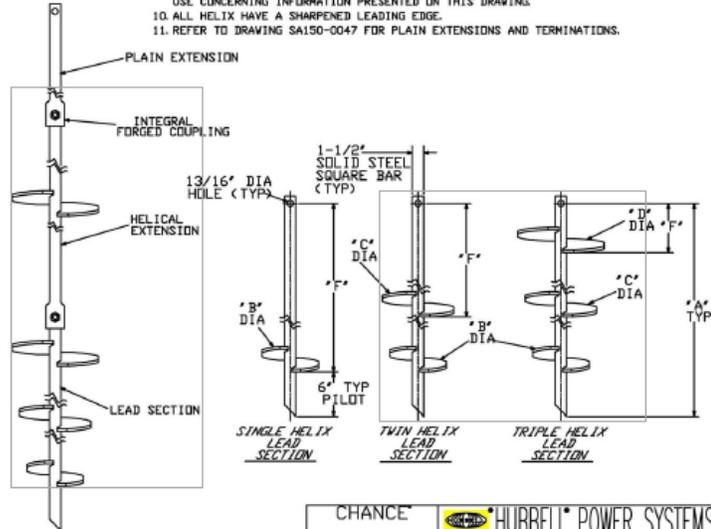
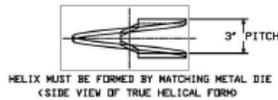
TORQUE STRENGTH RATING-5,700 FT-LB
 ULTIMATE CAPACITY* (TENSION/COMPRESSION)-57 KIP
 *BASED ON A TORQUE FACTOR (Kt)=10
 PER ICC-ES AC308 SECTION 3.13.2
 NOMINAL TENSION STRENGTH (COUPLING BOLT)-70 KIP

-NOTES-

1. HOT DIP GALVANIZED PER ASTM A153-(LATEST REV.)
2. LEAD AND EXTENSION SECTION AND PILOT POINT LENGTHS ARE NOMINAL.
3. PILOT FOR T150-0000 AND C150-0156 IS 3.75" AND 2.5" RESPECTIVELY.
4. SHAFT MATERIAL-HOT ROLLED ROUND-CORNERED SQUARE (RCS) SOLID STEEL BARS PER ASTM A29; MINIMUM YIELD STRENGTH=70 KSI.
5. HELIX MATERIAL-HOT ROLLED LOW CARBON STEEL SHEET, STRIP, OR PLATE PER ASTM A572, OR A1018, OR A656; MINIMUM YIELD STRENGTH=50 KSI; 3/8" THICK.
6. COUPLING BOLTS: 3/4" DIAMETER X 3" LONG HEX HEAD PER ASTM A325 TYPE 1.
7. NOMINAL SPACING BETWEEN HELICAL PLATES IS THREE TIMES THE DIAMETER OF THE LOWER HELIX.
8. MANUFACTURER TO HAVE IN EFFECT INDUSTRY RECOGNIZED WRITTEN QUALITY CONTROL FOR ALL MATERIALS AND MANUFACTURING PROCESSES.
9. ALL WELDING TO BE DONE BY WELDERS CERTIFIED UNDER SECTION 5 OF THE AWS CODE D1.1.
10. SEE ICC EVALUATION SERVICE INC., EVALUATION REPORT NO. ESR-2794 FOR NOMINAL, DESIGN, AND ALLOWABLE STRENGTH VALUES AND/OR CONDITIONS OF USE CONCERNING INFORMATION PRESENTED ON THIS DRAWING.
11. ALL HELIX HAVE A SHARPENED LEADING EDGE.
12. REFER TO DRAWING SA150-0047 FOR PLAIN EXTENSIONS AND TERMINATIONS.

LEAD SECTION						ICC-ES LISTED FOR ESR-2794
CAT. NO.	"A"	"B"	"C"	"D"	"F"	
C150-0001	82-1/4"	8"			76-1/4"	X
C150-0002	59"	8"			53"	X
C150-0003	82-1/4"	10"			76-1/4"	X
C150-0004	82-1/4"	12"			76-1/4"	X
C150-0005	82-1/4"	14"			76-1/4"	X
C150-0030	82-1/4"	6"	8"		58-1/4"	X
C150-0036	82-1/4"	8"	10"		58-1/4"	X
C150-0031	123"	8"	10"		93"	X
C150-0007	63-1/4"	8"	10"	12"	5-3/4"	X
C150-0058	59"	10"			53"	X
T150-0086	35-3/4"	6"	6"		11-3/4"	X
C150-0051	82-1/4"	10"	12"		46-1/4"	X
C150-0160	35-3/4"	8"	10"		5-3/4"	X
C150-0161	42"	10"	12"		6"	X
C150-0242	59"	12"			53"	X
C150-0243	59"	14"			53"	X
C150-0244	35-3/4"	6"	8"		11-3/4"	X
C150-0357	82-1/4"	8"	10"	12"	22-1/4"	X
C150-0398	123"	10"	12"	14"	51"	X
C150-0399	123"	12"	14"	16"	39"	X
C150-0489	82-1/4"	10"	12"	14"	10-1/4"	X
T150-0000	82-1/4"	8"	10"	12"	6-1/2"	X
C150-0156	25"	8"			21-1/2"	X

* HELIX ARE SPACED 3' APART



TYPICAL ANCHOR/PILE ASSEMBLY

CHANCE	HUBBELL POWER SYSTEMS																
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RECLAMATION DISTRICT 900

Post Office Box 673

West Sacramento, CA 95691

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

March 18, 2021

Online through Zoom Meeting

6:00 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.

President Guerrero called the meeting to order. Also in attendance were Trustees Chris Ledesma, Trustee Quirina Orozco and Norma Alcala, Secretary/Manager Tim Mallen; Attorney Ralph Nevis, Greg Fabun, Mary Ann Cropper and two members of the public, Heather and David Julian.

1. Agenda Approval. President Guerrero asked for an amendment to the agenda under item 6 to address an interim administrative agreement as a result of the General Manager's resignation and deferred to Mr. Nevis for guidance. Mr. Nevis informed the Board that yesterday the General Manager tendered his resignation, to be effective April 2, 2021, and that the Board needs to act for an interim solution prior to the General Manager's planned last date of employment on April 2. Mr. Nevis informed the Board that the Brown Act allows for the addition of items that come up after the posting of the agenda requiring immediate action. Mr. Nevis proposed the addition of Item 6.5 to discuss the resignation of the General Manager and an interim solution for the management of the District and informed the Board that a 2/3 vote was required to make such an addition to the agenda. President Guerrero asked for a motion to approve the amended agenda, Trustee Alcala made the motion to approve the Agenda as amended, Trustee Ledesma seconded the motion and it carried 4-0.
2. Public Comment on items not on the Agenda. Two members of the public requested to collectively speak in regard to the Blacker Canal restoration project and presented a letter to the Board outlining their concerns signed by several property owners bordering the project. The letter was provided to the Board prior to the meeting. David Julian addressed the Board noting his understanding about the necessity to make repairs to Blacker Canal, but also wanted to express their concern for all of the wildlife they have observed in the ditch and their hopes that the Board was considering both near-term and long-term impacts that the project may have. Heather Julian addressed the Board in regard to the water level concerns and that the RD and City moving forward should work towards efforts to maintain water levels in the canal in helping to support the wildlife present.
3. Consent Calendar: With no further discussion requested by the Trustees on the consent items, President Guerrero asked for a motion to approve the minutes of the February 18, 2021 Board meeting, Trustee

Orozco made the motion, Trustee Alcalá seconded the motion and it carried 4-0.

4. District Financial Update: Manager Mallen reported that there were no significant large expenditures for the month of February. He also reported that establishing the RD 537 account is still ongoing and that the first installment of the Internal Drainage property tax for the area formerly a part of RD 537 has been processed but went into the wrong cost center at the Yolo County Treasury, which will require moving the money to the proper account. Manager Mallen also reported that to date only minor initial expenditures have been incurred on the Drever building remodel but that in the near future that project should see more significant expenses and reporting. President Guerrero asked for a motion to approve the financial update, Trustee Alcalá made the motion, Trustee Ledesma seconded the motion and it carried 4-0.

5. Presentations.

5.5. 2020 Audit Presentation by Mary Ann Cropper of Cropper Accountancy: Ms. Cropper updated that the Board was provided with a Basic audit of Financial Statements and the Single Audit which were issued separately. She reported that the audit had a clean and unmodified opinion. Ms. Cropper reported that there were large prior period adjustments for monies received from DWR that were not entered into the financial system, but rather were previously tracked through billing by letterhead. She reported that the other significant prior period adjustment was for gains in the Treasury account for GASB 31 adjustments for market to market adjustments made for Fiscal year ending 2019 and 2020. Ms. Cropper reported that there were 18 audit adjustments that were mostly related to cost reimbursement grants. She reported that this was mostly due to processes that were not in place and still under development.

Ms. Cropper reported out on the Single audit that there were no compliance issues but that there were deficiencies in internal controls. One being in regard to segregation of duties; she reported that the previous Board, prior to LAFCo action, took more of an oversight role in the financials; but now, without that oversight and with the limited management staff, there is a need to provide separate authority to approve spending and also sign checks. Ms. Cropper stated that an internal controls policy and procedure manuals for spending and grant compliance needed to be developed. Additionally, a corrective action plan needs to be developed by the Board and included along with the audit to be submitted by March 31, 2021.

Trustee Alcalá asked how long the previous Board's procedures had been in place prior to the change. Manager Mallen reported that the previous procedures had been around as long as recollection and that these included monthly signing off on check registers and account statements from both the treasury and the bank as well as having a double signatory on all checks issued by the District. Trustee Alcalá further inquired about exposure by the District to fraud as a result of their financial procedures. Ms. Cropper reported that the lack of controls did in fact expose the District to the potential

for fraud, but that the auditors found no evidence of fraud or impropriety. Both Ms. Cropper and Trustee Ledesma commended Manager Mallen on his integrity in managing the financials and to acknowledge his desire to put financial controls in place, including through continued contractual services of Certified Public Accountant, Dustin Dumars.

President Guerrero asked for clarification on the actions needed to authorize a Corrective Action Plan. Mr. Nevis clarified that the Board could authorize a member and the Manager to develop a plan that then could be ratified at a subsequent Board meeting or there could be a Special Board meeting prior to March 31st to approve the plan prior to submitting.

President Guerrero asked Ms. Cropper what actions could be taken to provide consistency in the evaluation of the process. Ms. Cropper stated that the development of financial and compliance policies and procedures is key to consistency and to also reevaluate staffing needs.

President Guerrero asked for a motion to approve the Financials and Single Audit as presented with the authority for Manager Mallen, Ralph Nevis and Trustee Ledesma to prepare a corrective action plan for Board approval. Trustee Alcalá made the motion, Trustee Ledesma seconded the motion and it carried 4-0.

6. Discussion of completing funding of Other Postemployment Benefits ("OPEB") liability: Manager Mallen presented the Staff report included with the Agenda on the timeline of funding the OPEB liability. He explained that the value has been a moving target based upon employees, retirees, and market performance, which is why the currently allotted budget amount does not match the current Net OPEB liability. Manager Mallen explained that the Board could choose to move ahead with funding the liability based on the report through June 30, 2020 which showed \$194,107 net liability, the allotted budget amount based on the report through June 30, 2019 which showed roughly \$145k or to wait and have the Board act at a later date. Manager Mallen further reported that the majority of liability shown in the report is not for current employees but rather for retired employees, which is where the liability has been incurred. After a brief discussion of possible actions and funding methods the Board suggested moving ahead with Manager Mallen's recommendation of funding the liability of \$194,107 as shown in the report for June 30, 2020.

President Guerrero asked for a motion to approve the funding of OPEB liability as recommended as well as to adjust the budget to reflect the increased spending, Trustee Alcalá made the motion, Trustee Ledesma seconded the motion and it carried 4-0.

- 6.5. Board's Consideration of the Resignation of Manager Mallen and consideration of steps moving forward: Manager Mallen presented that he has been working with Mr. Nevis, President Guerrero and WSAFCA staff to explore possible paths forward for an interim management structure and selection process for the replacement of Manager Mallen.

Mr. Nevis requested that the Board provide authority to himself and Manager Mallen to develop possible interim solutions for the management of the District, including the possibility of a Services Agreement with the City and to work towards a permit solution for the selection of a future General Manager. Trustee Ledesma volunteered to help on a subcommittee to work through possible alternatives to bring back to the Board for interim and permanent solutions.

The Board discussed possible times for a follow up meeting to act on the developed plans for interim solutions for management as well as approve a Corrective Action Plan. Mr. Nevis stated that there would also probably be a closed session item for personnel matters on the agenda. The Board agreed to meeting at 6:00 pm on Thursday March 25, 2021. President Guerrero asked for a motion to approve a Special Meeting on March 25, 2021 to discuss the above items, Trustee Alcalá made the motion, Trustee Ledesma seconded the motion and it carried 4-0.

7. Informational Items.

7.1. General Manager's report. Manager Mallen presented the Manager's Report as included with the Agenda Materials. There was additional discussion on specific items below.

7.1.1. Trustee Ledesma asked for clarification on the timing for approval of the budget. Manager Mallen explained that a projected budget is required to be submitted in June of each year and that a Final budget be submitted by the end of September each year. He explained that the in the past the District has only submitted a projected budget each year.

7.1.5. Mr. Fabun updated the Board that the design of the Yolo Bypass East Levee Project is nearly complete, and the final step is the completion of the environmental review process with the CEQA expected in June or July and NEPA process wrapping up about the same time. The Corps has yet to receive construction funding for the project. Mr. Fabun also stated that the geotechnical explorations and phase one environmental review process is scheduled to commence soon for the next phase of the Federal Project, which consists of the Sacramento River North Levee from the Sacramento Weir to the barge canal.

7.2. Trustee Reports and Updates. There were no reports or updates provided by the Trustees.

8. Adjourn. There being nothing further, President Guerrero asked for a motion to adjourn. Trustee Alcalá moved and Trustee Ledesma seconded the motion and it carried 4-0.

Timothy Mallen, PE
General Manager/Secretary



RECLAMATION DISTRICT 900

Post Office Box 673

West Sacramento, CA 95691

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

March 25, 2021

Online through Zoom Meeting

6:00 P.M.

MINUTES OF THE SPECIAL 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. President Guerrero called the meeting to order. Also in attendance were Trustees Chris Ledesma, Trustee Quirina Orozco and Secretary/Manager Tim Mallen; Attorney Ralph Nevis and Greg Fabun. Trustee Alcalá joined the meeting during closed session.

1. Agenda Approval: President Guerrero asked if there were any required changes to the agenda, none were cited and Trustee Ledesma made the motion to approve the Agenda as presented, Trustee Orozco seconded the motion and it carried 4-0.
2. Consideration and Approval of Audit Response and Corrective Action Plan regarding March 18, 2021 Audit Presentation by Mary Ann Cropper of Cropper Accountancy: President Guerrero stated that the draft documents along with the Corrective Action Plan are available on the District website. Mr. Nevis added that he prepared the plan with input by Mary Ann Cropper, and added that it is a requirement of the Single Audit that the plan be included along with the Single Audit and submitted by March 31, 2021. Mr. Nevis highlighted the last statement of each District response and recommended that it be revised to read that the Board is "responsible for implementing the planned action" instead of "responsible for implementing the recommendation." Mr. Nevis explained that the reason for this is to accurately reflect the District's intent to carry out a planned action to satisfy the finding of the audit. President Guerrero asked for a motion to approve the Corrective Action Plan, with the noted revision. Trustee Ledesma made the motion and Trustee Orozco seconded the motion and it carried 3-0.
3. Closed Session. PUBLIC EMPLOYMENT - Government Code Section 54957(b)(1). Title: General Manager: President Guerrero asked for a motion to go into closed session, Trustee Orozco made the motion and Trustee Ledesma seconded the motion and it carried 3-0.
4. Report out on closed session: President Guerrero asked for a motion to come back from closed session, Trustee Alcalá made the

motion and Trustee Ledesma seconded the motion and it carried 4-0. Mr. Nevis reported out on the one closed session item, considering the written resignation of General Manager Mallen effective April 2, 2021 and reported that the Board voted unanimously to accept the resignation and to immediately begin seeking interim and permanent solutions for General Manager services as may be needed going forward.

5. Consideration of Options for Appointment of Interim Management for the District. President Guerrero presented the Shared Services Agreement between RD 900 and the City which would provide for interim management of the District by the City with Greg Fabun acting as the interim General Manager. As part of this agreement, the District would provide financial compensation, up to \$50,000, to the City for the services provided. President Guerrero explained that the agreement is for six months with the option to extend for another six months if needed. Each member of the Board took the opportunity to thank Manager Mallen for his service as well as Mr. Fabun and his staff for their assistance during the transition. President Guerrero asked for a motion to approve the Shared Services Agreement as presented, Trustee Ledesma made the motion and Trustee Alcalá seconded the motion and it carried 4-0.
6. Adjourn. There being nothing further, President Guerrero asked for a motion to adjourn. Trustee Orozco moved and Trustee Ledesma seconded the motion and it carried 4-0.

Timothy Mallen, PE
General Manager/Secretary



Progress Report

April 15, 2021

ADMINISTRATION

2021/22 BUDGET

Staff is currently developing the O&M budgets for the District and envisions preparing three separate budgets for the Board's consideration: Levee Maintenance; 537 Drainage; and 900 Drainage. The three budgets would be coincident with the three separate sources of funding

ASSESSMENT ADMINISTRATION

RD 900 Drainage: Nothing to report at this time.

Former RD 537 Drainage: Laugenour Meikle provided assessment services for RD 537 and is familiar with the tax rolls for the area annexed to RD 900. If the Board has no objection, staff will reach out to the firm to discuss managing the 2021 assessment and tax rolls for the District.

CORRECTIVE ACTION PLAN

The Board adopted a Corrective Action Plan (CAP) at a Special Board Meeting on March 25, that addresses the findings from the 2019/20 District Single audit. The following table will be utilized to track and communicate staff's effort to complete each of the planned actions as stated in the CAP:

Finding	Recommendation	Target Date	Complete Date
2020-1	Institute internal controls for review and approvals to ensure separation of functions, oversight, and internal controls.	6/30/21	In progress
2020-2	Accrue receivables for reimbursable costs during the monthly accounting close.	6/30/21	4/2/2021
2020-3	Written policies and procedures to comply with "Uniform Guidance" for federal awards	12/31/21	In progress

SHARED SERVICES AGREEMENT

The District and the City entered into a shared service agreement on March 26, 2021. The City appointed Greg Fabun, Flood General Manager and General Manager for WSAFCA to serve as Interim General Manager for the District. City support services essentially began on March 29 and is intended to continue until a new management structure is in place.

COMPUTER/IT ASSESSMENT

An evaluation of the District's computer/IT systems is scheduled for April 12. Any recommendations for upgrades will be brought to the Board in May for consideration.

STAFFING

Tim Mallen was hired to fill the vacant Assistant General Manager position. His official start date was April 2. That leaves one vacant Maintenance Worker and the General Manager positions to fill. Staff plans to begin a recruitment for the vacant Maintenance Worker position.

OPERATION AND MAINTENANCE

LEVEE MAINTENANCE

Clean up of dense slope vegetation along the Southport levee near Rivas on the Rivas has been done. Tree and Brush cleanup along Old River Rd in the area formerly a part of RD 537 will begin as scheduling of activities allows.

An outside tree service was brought in to assist with a couple larger fallen trees within the Bridge District that were laying on the levee slope. While on site they were able to clear out several smaller fallen trees that would have been difficult for District staff to manage.

DRAINAGE

Pump Station Maintenance: No anticipated motor or pump rebuilds are anticipated in advance of the rainy season. With the exception of the Racetrack Pump Station, all pumps and motors have been rebuilt within the last 10 years and are performing well. Staff is evaluating the Racetrack pump station for needed service and/or upgrades that would be part of a larger, planned CIP project.

The construction of the underground electrical to serve the Southport Industrial Park (SIP) pump station is still underway. Northpoint Development is performing the work based on plans prepared by PG&E.

The Tesco control panel was repaired and updated by Tesco at no cost to the District as a warranty item. The panel has since been reinstalled and the Pump Station controls are back up and running.

Canal/Detention Facilities Maintenance: All detention facilities continue to be held as high as possible. The lack of significant rainfall has resulted in water levels already being down to winter levels; we had been holding them to summer levels that are approximately 1' higher.

Mowing has begun across various areas of the District. Staff is focusing on the higher profile areas adjacent to housing such as along the Bridgeway Drain, Clarksburg Trail and various areas within the northerly part of the District, as well as the remnant parcels along the Southport river levee.

SYSTEMWIDE INVESTMENT FRAMEWORK (SWIF)

WSAFCA, who is managing the SWIF for the West Sacramento basin, received comments from the Corps on the final submission. WSFACA staff and their consultant LWA, are reviewing and preparing responses to comments. Staff will follow up on needed maintenance activities once the SWIF is approved. It is worth noting that many of the larger projects will be completed with the levee improvements being implemented by the Corps under the authorized Federal Project.

PROJECTS

BLACKER CANAL STABILITY PROJECT

Following completion of the environmental process and NEPA certification, staff will work with Cal OES and FEMA to finalize and execute the cost share agreement for construction. Staff is planning for construction late summer/early fall this year. However, if there are significant design changes, the requirements and timing of environmental certification could push construction to next year. Final execution of the FEMA grant agreement will take place following NEPA certification.

Environmental: The Regional Water Quality Control Board has stated that possibly only a Nationwide Permit will be required; as the USACE will not be requiring a 404 permit, so the RWQCB may follow suit with not requiring an individual 401 permit. As the new standard by the USACE about what features are exempt and what requires a permit is only a few months old, how the state then follows suit is still unfolding.

Public and agency noticing as required to initiate the CEQA process was completed on February 19, and posting in the Newsledger was completed February 24. This initiated concurrent 30-day comment periods. The comment periods ended March 26 with comments were received by CA Dept. of Fish and Wildlife, the Central Valley Water Quality Control Board (CVRQCB) as well as three additional emails/letters from the public since the last Board meeting.

In addition to the required noticing, a letter explaining the project was sent out to all of the neighboring properties on February 19. As a result, a field meeting was conducted with some of the property owners on February 25 to discuss purpose and scope of the project and potential impacts. Property owners expressed concerns ranging from tree removal and trimming that would be required, disturbances to the wildlife within the canal as well as the visual impact of the gabion baskets.

Possible design alterations to the gabion baskets to promote vegetation and help mitigate the visual impacts was discussed with the project Engineer. At this time, a solution has not been identified that would allow for tree planting without potentially impacting the performance of the gabions.

On the 8th of April District Staff and Marcus Bole participated in a call in with FEMA, CalOES and CDM Smith, who has the contract to prepare the necessary reporting for the NEPA process. What was presented to the District are the initial mitigation measures being proposed by USFWS for Giant Garter Snake (GGS). Staff is in coordination with Marcus Bole and LWA (grant administration for the District) to prepare a response to USFWS with alternative measures that can be taken. A report will be provided to the Trustees once a resolution has been reached.

Plans and Specifications: Plans and Specs remain at the 95% level until the environmental review and certification process is complete. At that time, they will be advanced to final, taking into account any design changes as a result of the environmental process and/or to comply with required mitigation measures.

DREVER CORP YARD PROJECT

City review is ongoing with fire sprinkler system and connection to the City water main under review. Work is scheduled to begin in the coming weeks, starting with demolition. As demolition is minimal for the project, construction will begin immediately after. All required asbestos removal has been completed ahead of the construction activities.

PERIODIC LEEVE INSPECTIONS

DWR

DWR spring levee inspections are scheduled to be completed on April 14th. Due to COVID restrictions we will participate by following along at a safe distance and will be able to discuss any comments or concerns that may arise.

USACE

Nothing to report at this time.

EMERGENCY PREPAREDNESS

2021 EMERGENCY PREPARATION/FLOOD SEASON COORDINATION

Nothing to report at this time.

COORDINATION WITH OTHER AGENCIES

CENTRAL VALLEY FLOOD PROTECTION BOARD (CVFPB)

Staff plans to bring an item to the Board in April to request authority to endorse a permit application to the CVFP from Chevron for a pipeline maintenance project in the Deep Water Ship Channel that falls within the jurisdiction of the District as the Local Maintaining Agency.

CITY OF WEST SACRAMENTO

Coordination is ongoing for the Linden Trailhead project. At this time, the design is still preliminary but incorporates both pedestrian and equestrian staging areas. The primary concern moving forward with the design is allowing public access to the levees and maintenance corridor while limiting the potential for unauthorized access.

WEST SACRAMENTO AREA FLOOD CONTROL AGENCY WSAFCA)

100% Plans and Specs for the Yolo Bypass East Levee Project were submitted to the Corps and DWR on March 12 and are currently under review. Response to comments and finalization of plans

should be complete by the end of the month. The environmental process is expected to take another 60 to 90 days to complete.

FUTURE

May 20, 2021 – RD 900 Board Meeting