

CLOSED SESSION AGENDA
REGULAR MEETING OF RECLAMATION DISTRICT 900
JANUARY 20, 2022

Martha Guerrero, President

Quirina Orozco, Trustee
Norma Alcala, Trustee

Chris Ledesma, Trustee
Dawnte Early, Trustee

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

5:30 PM Call to Order

AGENCY ATTORNEY

1. PUBLIC EMPLOYMENT – Government Code Section 54957(b)(1).
Title: General Manager

This meeting will be held over a secured Zoom teleconference platform.

I, Greg Fabun, Interim General Manager/Secretary, declare under penalty of perjury that the foregoing agenda for the January 20, 2022, Regular Meeting of Reclamation District 900 was posted on January 14, 2022, 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, General Manager/Secretary

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.

AGENDA

REGULAR MEETING OF RECLAMATION DISTRICT 900

JANUARY 20, 2022

Martha Guerrero, President

Norma Alcala, Trustee
Quirina Orozco, Trustee

Chris Ledesma, Trustee
Dawnte Early, Trustee

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

6:00 PM CALL TO ORDER

Pursuant to Government Code section 54953, as amended by Assembly Bill 361 (2021), and due to the State of Emergency declared by the Governor on March 4, 2020, members of Reclamation District 900 Board of Trustees and staff will participate in this meeting via a teleconference. To reduce the spread of COVID-19, members of the public may watch the meeting livestream at <https://youtu.be/LdepbEcPh7c>. Those members of the public who wish to do so are invited to participate in the meeting via Zoom using the following access information: [Join Zoom meeting](#); or by phone +1 669 900 6833 US (San Jose). Meeting ID: 987 5494 7842; Passcode: 787137

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.

CONSENT AGENDA – PART II

2. CONSIDERATION OF RESOLUTION 22-01-02 ADOPTING FINDINGS NECESSARY TO CONTINUE CONDUCTING RECLAMATION DISTRICT 900 BOARD MEETINGS VIA TELECONFERENCE PURSUANT TO ASSEMBLY BILL 361
Comment: This item seeks Board approval to continue remote (teleconference/videoconference) Board meetings by finding, pursuant to Assembly Bill 361 (AB 361), that the Board has reconsidered the circumstances of the state of emergency related to the COVID-19 Pandemic and that the Yolo County Public Health Officer continues to recommend measures to promote social distancing.
3. CONSIDERATION OF AUTHORIZATION TO AMEND THE SHARED SERVICES AGREEMENT WITH THE CITY OF WEST SACRAMENTO
Comment: This item seeks Board approval to amend the existing Shared Services Agreement with the City of West Sacramento for Interim General Manager services to complete an executive level recruitment to fill the vacant General Manager position and to provide transition services after hire.
4. CONSIDERATION OF APPROVAL OF THE AMENDED DISTRICT PAY SCALE
Comment: This item seeks Board approval of a revision to the District pay scale to reflect an increase in compensation for the General Manager position.
5. CONSIDERATION OF APPROVAL OF THE DECEMBER 16, 2021 AND JANUARY 7, 2022 MEETING MINUTES

REGULAR AGENDA – PART III

6. DISTRICT PROJECT UPDATES
7. TRUSTEE COMMENTS
8. ADJOURN

I, Greg Fabun, Interim General Manager/Secretary, declare under penalty of perjury that the foregoing agenda for the January 20, 2022, meeting of Reclamation District 900 was posted on January 14, 2022, 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.

MEETING DATE: January 20, 2022		ITEM # 2	
	SUBJECT:		
	<p align="center">CONSIDERATION OF RESOLUTION 22-01-02 ADOPTING FINDINGS NECESSARY TO CONTINUE CONDUCTING RECLAMATION DISTRICT 900 BOARD MEETINGS VIA TELECONFERENCE PURSUANT TO ASSEMBLY BILL 361</p>		
INITIATED OR REQUESTED BY: <input type="checkbox"/> Council <input checked="" type="checkbox"/> Staff <input type="checkbox"/> Other		REPORT COORDINATED OR PREPARED BY: Greg Fabun, Interim General Manager	
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 present sufficient information to the Reclamation District 900 (RD 900/District) Board of Trustees (Board) to continue remote (teleconference/videoconference) Board meetings by finding, pursuant to Assembly Bill 361 (AB 361), that the Board has reconsidered the circumstances of the state of emergency related to the COVID-19 Pandemic and that the Yolo County Public Health Officer continues to recommend measures to promote social distancing.

RECOMMENDED ACTION

Staff respectfully recommends that the Board adopt Resolution 22-01-02 finding that the Board has reconsidered the circumstances of the state of emergency and that the Yolo County Public Health Officer continues to recommend measures to promote social distancing.

BACKGROUND

Prior to the outbreak of the COVID-19 Pandemic (pandemic), the Ralph M. Brown Act (Brown Act) had numerous requirements for local government bodies wishing to meet remotely via teleconference or videoconference. These requirements are outlined in greater detail later in the report, but can generally be described as burdensome and, as a result, few bodies regularly met remotely.

In response to the outbreak of the pandemic, on March 4, 2020, Governor Gavin Newsom proclaimed a state of emergency related to the pandemic. That proclamation applies statewide and remains valid. On March 17, 2020, Governor Newsom issued Executive Order N-29-20 (Executive Order), which temporarily suspended certain Brown Act requirements. Namely, the Executive Order suspended requirements that:

- local bodies notice each teleconference location from which a member participates in a public meeting;
- each teleconference location be accessible to the public;
- members of the public be allowed to address the body at each teleconference conference location;
- the local body post agendas at all teleconference locations; and,
- at least a quorum of the members of the local body participate from locations within the boundaries of the territory over which the local body exercises jurisdiction.

Since that time, the Board has been conducting meetings via videoconference under the provisions of the Executive Order. On June 11, 2021—before the delta variant of COVID-19 was widespread in California—the Governor declared that the emergency Brown Act teleconferencing provisions would expire on September 30, 2021.

In light of the surge of COVID-19 spread since that time and recognizing a need for flexibility during future states of emergency, the Legislature passed, and the Governor signed AB 361. This legislation went into effect immediately upon the Governor's signing, September 16, 2021, and amended the Brown Act to add simplified procedures to make it easier to hold remote meetings during a state of emergency proclaimed by the Governor so long as certain other requirements are met.

In summary, the benefits of conducting remote meetings pursuant to AB 361 versus the alternative Brown Act procedure are as follows:

Brown Act Requirements (“Old Rules”)	AB 361 Rules
<ul style="list-style-type: none"> Agendas must be posted at each teleconference location All teleconference locations must be listed on the agenda 	<ul style="list-style-type: none"> Agendas do not need to be posted at each teleconference location
<ul style="list-style-type: none"> Each teleconference location must be accessible to the public, and the public must be allowed to offer comments from each location 	<ul style="list-style-type: none"> Local agencies do not need to allow public participation at each (or any) teleconference location, but instead must “clearly advertise” how members of the public can participate on the agenda Public participation must allow for either a call-in option or an internet-based service option to directly address the body in real-time during public comment In the event the meeting broadcast is disrupted, the meeting must pause until it is restored
<ul style="list-style-type: none"> At least a quorum of the legislative body must be present within the agency’s territory 	<ul style="list-style-type: none"> Legislative body members may participate from anywhere

ANALYSIS

AB 361 requires that legislative bodies make the following findings by majority vote within 30 days of each meeting held under the AB 361 exemptions to the Brown Act in order to continue conducting meetings remotely:

- a) The legislative body has reconsidered the circumstances of the state of emergency; and,
- b) Either: 1) the state of emergency continues to directly impact the ability of the members to meet safely in person; or 2) state or local officials continue to impose or recommend measures to promote social distancing.

The Board’s last meeting was held remotely pursuant to AB 361. The recommendation before the Board is to adopt Resolution 22-01-02 making these findings so that the District’s public meetings may continue via teleconference pursuant to AB 361. Staff recommends adopting the resolution at this time so that the Board may continue to meet via teleconference at its February 17, 2022, meeting. The conditions set forth by AB 361 allowing the continuation of meetings under certain exemptions from the Brown Act remain in place as both the Governor’s proclamation of state of emergency and the Yolo County Health Officer’s recommended measures to support social distancing are in effect.

Alternatives

The District’s primary alternatives are as follows.

- 1. Adopt Resolution 22-01-02, making the findings required by AB 361; or
- 2. Adopt Resolution 22-01-02, making the findings required by AB 361 with directed revisions; or
- 3. Decline to adopt Resolution 22-01-02, thereby not making the findings required by AB 361.

Staff is prepared to implement Alternative 1. Staff would discourage any substantive revisions under Alternative 2, as such revisions may not comply with AB 361. Staff would also discourage Alternative 3 as the Yolo County Health Officer’s guidance is to avoid large in person gatherings due to the COVID-19 pandemic.

Coordination and Review

This report was prepared in coordination with District counsel.

Budget/Cost Impact

There is no direct budget or cost impact associated with this item.

ATTACHMENT

1. Yolo County Health Officer's Memorandum Recommending Continuation of Remote Public Meetings
2. Resolution 22-01-02



COUNTY OF YOLO

Health and Human Services Agency

Karen Larsen, LMFT
Director

Aimee Sisson, MD, MPH
Health Officer

MAILING ADDRESS
137 N. Cottonwood Street • Woodland, CA 95695
www.yolocounty.org

Date: September 22, 2021

To: All Yolo County Boards and Commissions

From: Dr. Aimee Sisson, Health Officer

Subject: Remote Public Meetings

In light of the ongoing public health emergency related to COVID-19 and the high level of community transmission of the virus that causes COVID-19, the Yolo County Public Health Officer recommends that public bodies continue to meet remotely to the extent possible. Board and Commissions can utilize the provisions of newly-enacted AB 361 to maintain remote meetings under the Ralph M. Brown Act and similar laws.

Among other reasons, the grounds for the remote meeting recommendation include:

- The continued threat of COVID-19 to the community. As of September 22, 2021, the current case rate is 24.1 cases per 100,000 residents per day. This case rate is considered “high” under the Centers for Disease Control and Prevention’s (CDC) framework for assessing community COVID-19 transmission; and
- The unique characteristics of public governmental meetings, including the increased mixing associated with bringing together people from across the community, the need to enable those who are immunocompromised or unvaccinated to be able to safely continue to fully participate in public governmental meetings, and the challenges of ensuring compliance with safety requirements and recommendations at such meetings.

Meetings that cannot feasibly be held virtually should be held outdoors when possible, or indoors only in small groups with face coverings, maximal physical distance between participants, use of a portable HEPA filter (unless comparable filtration is provided through facility HVAC systems), and shortened meeting times.

This recommendation is based upon current conditions and available protective measures. The Public Health Officer will continue to evaluate this recommendation on an ongoing basis and will communicate when there is no longer such a recommendation with respect to meetings for public bodies.

Davis

600 A Street
Davis, CA 95616
Mental Health (530) 757-5530

West Sacramento

500 Jefferson Boulevard
West Sacramento, CA 95605
Service Center (916) 375-6200
Mental Health (916) 375-6350
Public Health (916) 375-6380

Winters

111 East Grant Avenue
Winters, CA 95694
Service Center (530) 406-4444

Woodland

25 & 137 N. Cottonwood Street
Woodland, CA 95695
Service Center (530) 661-2750
Mental Health (530) 666-8630
Public Health (530) 666-8645

Attachment 2

RESOLUTION 22-01-02

A RESOLUTION OF RECLAMATION DISTRICT 900 ADOPTING FINDINGS NECESSARY TO CONTINUE CONDUCTING BOARD MEETINGS VIA TELECONFERENCE PURSUANT TO ASSEMBLY BILL 361

WHEREAS, since March 17, 2020, the Reclamation District 900 Board of Trustees (Board) has been meeting via video conference under certain exemptions from the Brown Act pursuant to Executive Order N-29-20; and

WHEREAS, on September 16, 2021, the Governor signed into law Assembly Bill (AB) 361 which created exemptions from some of the Brown Act requirements regarding teleconference or videoconference public meetings during declared states of emergency so long as certain other conditions are met (Government Code Section (54953(e))); and

WHEREAS, the Board met for the first time pursuant to AB 361 for its October 2021, regular meeting as allowed by AB 361; and

WHEREAS, the Board adopted resolutions at its regular or special monthly meetings since October 2021 making findings to allow continued meetings by teleconference as allowed by AB 361; and

WHEREAS, the law requires legislative bodies to make certain findings pursuant to AB 361 in order to continue meeting via teleconference under the Brown Act; and

WHEREAS, pursuant to Government Code section 8635 et seq., the Board has the authority during a state of emergency to take all actions necessary to perform its functions in the preservation of law and order, preservation of the furnishing of local services, and protection of life and property, which includes the authority to direct meetings to be held via teleconference pursuant to this Resolution; and

WHEREAS, the Governor's proclaimed state of emergency due to the COVID-19 pandemic dated March 4, 2020, applies statewide and remains in place; and

WHEREAS, the Yolo County Health Officer continues to recommend social distancing measures in the interest of public health.

NOW, THEREFORE, IT IS HEREBY PROCLAIMED AND ORDERED that:

1. A state of emergency proclaimed by the Governor remains in effect related to the COVID-19 pandemic; and
2. The Reclamation District 900 Board of Trustees has reconsidered the circumstances of the state of emergency; and
3. Local officials (the Yolo County Health Officer) continue to recommend measures to promote social distancing; and
4. The Reclamation District Board of Trustees may continue to meet via teleconference pursuant to Government Code Section (54953(e)).

PASSED AND ADOPTED this 20th day of January 2022, by the following vote:

AYES:

NOES:

ABSENT:

Martha Guerrero, RD 900 President

ATTEST:

Ralph R. Nevis, RD 900 Attorney

MEETING DATE: January 20, 2022		ITEM # 3	
 SUBJECT: CONSIDERATION OF AUTHORIZATION TO AMEND THE SHARED SERVICES AGREEMENT WITH THE CITY OF WEST SACRAMENTO			
INITIATED OR REQUESTED BY: <input type="checkbox"/> Council <input checked="" type="checkbox"/> Staff <input type="checkbox"/> Other		REPORT COORDINATED OR PREPARED BY: Greg Fabun, Interim General Manager	
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 amend the existing Shared Services Agreement with the City of West Sacramento for Interim General Manager services and approval to complete an executive level recruitment to fill the vacant General Manager position and to provide transition services after hire.

RECOMMENDED ACTION

Staff respectfully recommends that the Board approve Amendment No. 2 to the Shared Services Agreement with the City of West Sacramento, authorizing an appropriation of \$50,000 and extending the term for six months through September 26, 2022.

BACKGROUND

The General Manager position was vacated in March 2021. The District and City of West Sacramento entered into a Shared Services Agreement (Agreement) on March 26, 2021, for the City to provide Interim General Manager services for the District until a permanent replacement could be brought on board. An amendment to the Agreement was approved by the Board on August 19, 2021, that provided additional compensation and extended the term of the Agreement through March 26, 2021. The Interim General Manager was also authorized and directed to conduct a recruitment to fill the General Manager position.

ANALYSIS

The recruitment conducted by CPS-HR Consulting has not resulted in many viable candidates applying for the position and additional time is needed to complete the recruitment. Additional time is also requested so that the Interim General Manager can provide transition of services to the new General Manager once the recruitment is complete.

If approved, Greg Fabun, Flood General Manager for the City of West Sacramento, will continue to serve as the Interim General Manager for the District to complete the recruitment and transition of services, which is expected to be complete on or before September 26, 2022.

ALTERNATIVES

Staff recommends the Board extend the term and increase the capacity of the Agreement so the Interim General Manager can complete the recruitment and fill the vacant General Manager position as outlined in the Recommended Actions above. The Board may elect to not extend the Agreement and/or increase the capacity. These alternatives are not recommended as management staff is limited and it may take some time to find a suitable candidate to fill the General Manager position.

COORDINATION AND REVIEW

This item was coordinated with District counsel.

BUDGET/COST IMPACT

The requested action will result in an increase of \$50,000. This amount will be shared in accordance with the budget distribution for personnel – 75% 900 Drainage, 22.5% Levee and 2.5% 537 (900-North) Drainage.

ATTACHMENTS

Amendment No. 2, Shared Services Agreement

Attachment 1

**AMENDMENT NO. 2
to the SHARED SERVICES AGREEMENT between
Reclamation District No. 900 and
The City of West Sacramento
For Temporary General Manager Services
Dated March 26, 2021**

This Amendment No. 2 to the Shared Services Agreement (“Agreement”) between Reclamation District No. 900 (“RD 900/District”) and the City of West Sacramento (“City”), dated March 26, 2021, is made and entered into effective as of January 20, 2022. Except as expressly amended herein, the March 26, 2021, Agreement, as previously amended, is in full force and effect.

RECITALS

WHEREAS, the District and City executed an Agreement on March 26, 2021, for the City to provide temporary General Manager services for the District; and

WHEREAS, the District and City executed an amendment to the Agreement on August 19, 2021, for the City to continue to provide interim General Manager services for the District; and

WHEREAS, additional time is needed to complete a recruitment process to fill the vacant General Manager position on a permanent basis; and

WHEREAS, additional time is also needed for the transition of duties from the interim General Manager to the permanent General Manager; and

WHEREAS, the District and City desire to amend said Agreement.

NOW, THEREFORE, IT IS MUTUALLY AGREED by parties hereto to amend said Agreement as follows:

- I. **TERM.**
The term of the Agreement shall be extended to September 26, 2022.
- II. **COMPENSATION:**
The compensation is increased by \$50,000 for a total amount of \$150,000.

IN WITNESS WHEREOF the parties hereto have executed this Amendment as the date herein set forth.

Reclamation District No. 900

By: _____
Martha Guerrero, RD 900 President

City of West Sacramento

By: _____
Aaron Laurel, City Manager

APPROVED AS TO FORM

By: _____
Ralph R. Nevis, RD 900 Attorney

MEETING DATE: January 20, 2022		ITEM # 4	
 SUBJECT: CONSIDERATION OF APPROVAL OF THE AMENDED DISTRICT PAY SCALE			
INITIATED OR REQUESTED BY: <input type="checkbox"/> Council <input checked="" type="checkbox"/> Staff <input type="checkbox"/> Other		REPORT COORDINATED OR PREPARED BY: Greg Fabun, Interim General Manager	
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 present sufficient information to the Reclamation District 900 (RD 900/District) Board of Trustees (Board) to approve a revision to the District Pay Scale to reflect an increase in compensation for the General Manager position.

RECOMMENDED ACTION

Staff respectfully recommends that the Board approve the amended District Pay Scale.

BACKGROUND

Staff conducted a salary survey in 2017-2018 (Attachment 1), which served as the basis for setting and adopting District salaries, adopted by the Board in September 2018. There were no salary increases for the General Manager position until June 2021, when the Board adopted an amended District Pay Scale, effective July 1, 2021.

The General Manager (GM) position has been vacant for approximately ten months, with Interim General Manager services provided by the City of West Sacramento under a Shared Services Agreement. An executive level recruitment was initiated in October 2021 by CPS HR Consulting. The recruitment yielded only three qualified candidates that were invited to move forward with interviews. Unfortunately, two of the candidates backed out of the recruitment for various reasons. The District interviewed the remaining candidate in December and again in January.

ANALYSIS

Working with the recruiter, staff identified two primary reasons for the low applicant turnout – primary was salary, and the secondary was relocation to the greater Sacramento area.

Although we aren't able to address factors such as relocation, we can address salary. Building from the previous salary survey, staff was able to gather more contemporary salaries for some of the comparable positions as was available (Attachment 2). The salaries were higher, as expected, some more significantly than others. Staff analyzed the data for average salary, maximum, minimum and again with the highest and lowest salaries removed (considered outlier values). The current top salary (\$138,720) is 21% below the average top salary from the survey (\$168,009) and 17% below the "adjusted average" top salary from the survey (\$162,418).

The District also contributes 14% of the GM salary into a retirement account. Taking this into account, the current "fully loaded" salary is \$158,141, which is 6% and 3% below the average and adjusted average from the survey, respectively.

Staff evaluated the following methodologies for adjusting the GM salary.

Method a): Roll the 2018 adopted top salary of \$136,000 forward to 2022 @4% annual increase = \$156,131, 4% below the adjusted average from the survey. The fully loaded salary is \$177,989, which is 9.6% above the adjusted average from the survey.

Method b): Set the top salary equal to the adjusted average salary from the survey \$162,418. The fully loaded salary is \$185,157, which is 14% above the adjusted average salary.

Method c): Select a top salary that is "equidistant" below the adjusted average salary from the survey as the fully loaded top salary is above the adjusted average salary from the survey. Trial and error results in a salary of \$155,000, approximately 4.8% below the adjusted average top salary. The fully loaded salary is \$176,700, which

is approximately 8.8% above the adjusted average top salary. (Note: it is mathematically impossible to split the difference exactly.)

The following table illustrates the annual budget impact for the various methods.

	Top Salary	Current Top Salary	Annual Salary Increase	14% Ret. Contribution	Total Annual Increase
Method a)	\$ 156,131	\$ 138,720	\$ 17,411	\$ 2,437	\$ 19,848
Method b)	\$ 162,418	\$ 138,720	\$ 23,698	\$ 3,318	\$ 27,016
Method c)	\$ 155,000	\$ 138,720	\$ 16,280	\$ 2,279	\$ 18,559

Although Method a) and Method c) yield very similar results, staff recommends Method c) as it best takes into account the base salary and the additional 14% of base salary compensation the District provides its employees towards retirement.

Alternatives

Staff recommends Method c) as described above with a top salary of \$155,000 (\$176,700 fully loaded). The Board may choose Method a) with a top salary of \$156,131 (\$177,989 fully loaded), or Method b) with a top salary of \$162,418 (\$185,157 fully loaded).

Coordination and Review

This report was prepared in coordination with District counsel.

Budget/Cost Impact

If the Board approves the recommended action, it will represent a maximum annual increase in personnel costs of \$18,559 (difference in GM top step plus retirement benefit) and will be shared in accordance with the budget distribution for personnel – 75% 900 Drainage, 22.5% Levee and 2.5% 537 (900-North) Drainage.

ATTACHMENT

1. Salary Survey
2. Updated GM Survey and Analysis
3. District Pay Scale – Effective 1-20-22

Attachment 1

Reclamation District 900 Salary Survey

	GM Low	GM High	Asst. GM Low	Asst. GM High	Super Low	Super High	Foreman Low	Foreman High	Maintenance II Low	Maintenance II High	Maintenance Low	Maintenance High	Apprentice Low	Apprentice High	Admin. Asst. Low	Admin. Asst. High
Yuba County	\$ 127,800	\$ 155,412			\$ 82,128	\$ 99,876	\$ 63,096	\$ 82,032	\$ 38,076	\$ 46,308	\$ 32,868	\$ 39,972			\$ 32,916	\$ 42,792
RD784		\$ 140,000				\$ 72,132					\$ 30,850	\$ 46,294				\$ 42,931
City of West Sacramento	\$ 110,556	\$ 134,352			\$ 94,608	\$ 114,972			\$ 47,160	\$ 57,324	\$ 42,696	\$ 51,900			\$ 50,040	\$ 60,828
American River Flood		\$ 166,382				\$ 91,402			\$ 61,329	\$ 63,351	\$ 51,736	\$ 57,933				\$ 65,130
RD1000	\$ 132,252	\$ 182,592			\$ 83,616	\$ 115,452	\$ 63,918	\$ 88,254	\$ 51,834	\$ 71,552	\$ 43,077	\$ 59,467				\$ 43,509
Yolo County	\$ 118,799	\$ 144,388			\$ 82,986	\$ 100,867			\$ 43,068	\$ 52,351	\$ 35,835	\$ 43,565			\$ 45,943	\$ 55,854
City of Sacramento	\$ 123,359	\$ 161,857			\$ 86,018	\$ 112,864			\$ 46,305	\$ 65,156	\$ 35,107	\$ 49,399			\$ 36,811	\$ 51,797
City of Woodland	\$ 128,889	\$ 167,793			\$ 84,413	\$ 105,169			\$ 48,283	\$ 60,120	\$ 38,662	\$ 49,344			\$ 38,093	\$ 48,618
Sacramento County	\$ 116,970	\$ 128,955			\$ 87,612	\$ 106,493			\$ 44,433	\$ 53,996	\$ 40,716	\$ 49,506			\$ 36,853	\$ 50,759
Placer County Water	\$ 134,306	\$ 163,218			\$ 77,151	\$ 93,704			\$ 51,886	\$ 66,223	\$ 43,753	\$ 55,844			\$ 42,178	\$ 53,834
Solano Irrigation District	\$ 126,256	\$ 153,504			\$ 103,002	\$ 125,195			\$ 54,808	\$ 66,602	\$ 49,712	\$ 60,403			\$ 39,291	\$ 47,798
Rio Linda Water District	\$ 95,000				\$ 74,048	\$ 9,091			\$ 48,651	\$ 59,197	\$ 40,186	\$ 48,901			\$ 46,114	\$ 56,118
El Dorado Irrigation	\$ 141,648	\$ 172,162							\$ 59,592	\$ 72,426	\$ 53,917	\$ 65,541			\$ 40,851	\$ 49,670
Average	\$ 123,258	\$ 155,885			\$ 85,558	\$ 95,601			\$ 49,619	\$ 61,217	\$ 41,470	\$ 52,159			\$ 40,909	\$ 51,511
Proposed	\$ 107,483	\$ 136,000	\$ 96,734	\$ 122,400	\$ 80,612	\$ 102,000	\$ 64,490	\$ 81,600	\$ 48,422	\$ 57,120	\$ 40,352	\$ 47,600	\$ 32,032	\$ 37,363	\$ 45,048	\$ 57,000

Conducted 2017-18

Attachment 2

Updated GM Survey and Analysis

	Low	High	Updated		
Yuba County	\$ 127,800	\$ 155,412			
RD784		\$ 140,000			
City of West Sacramento	\$ 140,000	\$ 160,000		2022	
American River Flood		\$ 167,139		2020	
RD1000	\$ 132,252	\$ 182,592			
Yolo County	\$ 118,799	\$ 144,388			
City of Sacramento	\$ 123,359	\$ 161,857			
City of Woodland	\$ 128,889	\$ 167,793			
Sacramento County	\$ 116,970	\$ 128,955			
Placer County Water		\$ 287,056		2021	
Solano Irrigation District		\$ 213,772		2019	
Rio Linda Water District		\$ 116,055		2020	
CVFPB Exec Dir. (new)		\$ 154,950		2020	
El Dorado Irrigation	\$ 141,648	\$ 172,162			
<hr/>					
Average	\$ 128,715	\$ 168,009	\$ 162,418	Excludes PCWA and Rio Linda	
High		\$ 287,056	\$ 213,772	Excludes PCWA and Rio Linda	
Low		\$ 116,055	\$ 128,955	Excludes PCWA and Rio Linda	
<hr/>					
Adopted September 2018	\$ 107,483	\$ 136,000		Average	Adj. Avg.
Current (July 2021)	\$ 111,657	\$ 138,720	a	21.11%	17.08%
Current w/ Ret. Cont. (14%)	\$ 127,289	\$ 158,141	b=a+14%	6.24%	2.70%
Proposed	\$ 124,760	\$ 155,000	c	8.39%	4.79%
Proposed w/ Ret. Cont. (14%)	\$ 142,226	\$ 176,700	d=c+14%	5.17%	8.79%
<hr/>					
Salary Increase		\$ 16,280	e=c-a		
Retirement Cont (14%)		\$ 2,279	f=e+14%		
Total Increase		\$ 18,559	g=e+f		

Updated 1-20-2022

Attachment 3

Reclamation District 900 Pay Scale

Position Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
General Manager	\$ 124,760	\$ 128,191	\$ 131,716	\$ 135,338	\$ 139,060	\$ 142,884	\$ 146,814	\$150,851	\$155,000
Assistant General Manager	\$ 98,521	\$ 101,230	\$ 104,014	\$ 106,874	\$ 109,813	\$ 112,833	\$ 115,936	\$119,124	\$122,400
Administrative Assistant	\$ 45,880	\$ 47,141	\$ 48,438	\$ 49,770	\$ 51,138	\$ 52,545	\$ 53,990	\$ 55,474	\$ 57,000
Hourly	\$ 22.06	\$ 22.66	\$ 23.29	\$ 23.93	\$ 24.59	\$ 25.26	\$ 25.96	\$ 26.67	\$ 27.40
Field Superintendent	\$ 82,100	\$ 84,358	\$ 86,678	\$ 89,062	\$ 91,511	\$ 94,027	\$ 96,613	\$ 99,270	\$102,000
Hourly	\$ 39.47	\$ 40.56	\$ 41.67	\$ 42.82	\$ 44.00	\$ 45.21	\$ 46.45	\$ 47.73	\$ 49.04
Field Foreman	\$ 65,680	\$ 67,487	\$ 69,342	\$ 71,249	\$ 73,209	\$ 75,222	\$ 77,291	\$ 79,416	\$ 81,600
Hourly	\$ 31.58	\$ 32.45	\$ 33.34	\$ 34.25	\$ 35.20	\$ 36.16	\$ 37.16	\$ 38.18	\$ 39.23
Maintenance Worker II	\$ 55,828	\$ 57,364	\$ 58,941	\$ 60,562	\$ 62,227	\$ 63,939	\$ 65,697	\$ 67,504	\$ 69,360
Hourly	\$ 26.84	\$ 27.58	\$ 28.34	\$ 29.12	\$ 29.92	\$ 30.74	\$ 31.59	\$ 32.45	\$ 33.35
Maintenance Worker I	\$ 47,454	\$ 48,759	\$ 50,100	\$ 51,478	\$ 52,893	\$ 54,348	\$ 55,842	\$ 57,378	\$ 58,956
Hourly	\$ 22.81	\$ 23.44	\$ 24.09	\$ 24.75	\$ 25.43	\$ 26.13	\$ 26.85	\$ 27.59	\$ 28.34
Apprentice*	\$ 41,392	\$ 43,472	\$ 45,552						
Hourly	\$ 19.90	\$ 20.90	\$ 21.90						

Note(s):

1. New employees generally begin at step one unless otherwise approved by the General Manager.
2. Pay step 1 to 2 occurs after satisfactory completion of the 6 month probationary period.
3. Advancement to Maintenance Worker II from Maintenance Worker I is after completion of two years with satisfactory annual performance review on last evaluation period.
4. All subsequent steps occur after the completion of every year of full-time service (more than 1000 hours in a fiscal year) and with satisfactory annual performance reviews.
5. All pay grades will be reassessed and adjusted based on Board approval, at a minimum every 5 years based on comparable agencies and total compensation.

* Each step of the Apprentice occurs after completing Qualified Appliers Certification or Class A Drivers License, one step for each. Apprentice moves to Maintenance Worker I after completion of one year of service with satisfactory annual performance review.

Longevity Multiplier After 15 Years of Service	1.05
Longevity Multiplier After 20 Years of Service	1.10

**REGULAR MEETING OF THE
RECLAMATION DISTRICT 900
December 16, 2021
Minutes**

Pursuant to Government Code section 54953, as amended by Assembly Bill 361 (2021), and due to the State of Emergency declared by the Governor on March 4, 2020, 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 invited to watch the meeting livestream at <https://youtu.be/23YWFYus8-o>.

The meeting was called to order at 6:20 PM by President Guerrero. Also in attendance at the meeting were: Trustees Ledesma and Alcalá; Interim General Manager Fabun and District Counsel Nevis.

GENERAL ADMINISTRATION – PART I

Entry No. 1

Heard General Administration Functions as follows:

A. None.

B. District Financial Update

Interim General Manager Fabun reported on the monthly revenue and expenses for September 2021. The 900 drainage budget starting balance was \$8.13M. Revenue was \$44k and expenditures were \$185k, leaving an ending balance of \$7.99M. The Levee budget starting balance was approximately \$2.47M. There was no revenue and expenditures totaled \$139k, resulting in an ending balance of \$2.33M. The 537 Drainage fund's starting balance was \$870k. There was no revenue and expenditures totaled were \$5.3k, leaving an ending balance of \$865k. The Agency's combined cash position at the end of September was \$11.18M.

CONSENT AGENDA – PART II

Entry No. 2

Consideration of Resolution 21-12-01 Adopting Findings Necessary to Continue Conducting Reclamation District 900 Board Meetings Via Teleconference Pursuant to Assembly Bill 361.

Entry No. 3

Consideration of approval of the November 18, 2021, meeting minutes.

MOTION: Ledesma	SECOND: Alcalá	AYES: Guerrero, Ledesma, Alcalá
NOES: None	ABSTAIN: None	ABSENT: Orozco, Early-West

The Consent Agenda passed 3-0, by roll call vote.

REGULAR AGENDA – PART III

Entry No. 4

District Project Updates:

Interim General Manager Fabun reported out on the following.

Shared Services Agreement: expires March 2022, funds will likely only carry thru January. Staff will bring an item to the Board in January to extend the term and ask for additional capacity sufficient to complete the GM recruitment and transition to new management.

General Manager recruitment: 3 interviews were scheduled, only one occurred. Initial panel recommends moving forward with full Board interview at a special meeting closed session.

O&M Activities: staff recompacted the cracks on the Southport Levee (with exception of the tarped area), all holding well. Vegetation and debris management on levees and drainage facilities continues.

SWIF: consultant (LWA) making good progress towards clearing/resolve encroachments.

Blacker Canal: Notice of grant award from FEMA received via Cal OES; the award was based on the total project cost at time of grant application was \$1.359M, with a federal share of 75% (~\$1.02M). The District share is 25% (~\$340k). Staff is requesting additional grant funds to cover requirements from the USFW

Biological Opinion (biological monitors, dewatering). Cal OES has assured staff that the additional work will be covered. Environmental – staff will schedule a site visit to meet w/ residents that expressed concern regarding potential impacts to habitat.

Corp Yard Project: HVAC and bollard installation scheduled to begin December 17; a few minor items to address from the Fire inspection (signs, fire extinguishers); anti-transparent film on windows to deter unwanted prying eyes.

Caltrans trash capture project: flow data provided to Caltrans to assist with design of the unit.. No as-builts available for the ditch profile.

Emergency preparedness training w/ City moved to January.

WSAFCA: Board took action on Dec 16 to certify CEQA for the Yolo Bypass Levee Project and to authorize the Board Chair to execute the Project Partnership Agreement with the Corps (65% fed, 35% non-fed cost share) and the Local Project Partnership Agreement with the State (70% state, 30% WSAFCA – effective cost share to WSAFCA is ~10.5%) for the federal project. Next levee segment after Yolo Bypass East Levee (YBEL) is the Sacramento River West North Levee (SRWNL). Since Corps does not yet have funds to move past YBEL, WSAFCA leading geotechnical explorations, survey and environmental investigations on the SRWNL. With the passing of the Infrastructure Bill (IIJA), the Corps has until mid-January to issue their Work Plan. WSAFCA hopeful that funds for the West Project is available. If not, then will rely on the Appropriations Bill for the programmed New Start and construction funding once the Continuing Resolution is over Feb 18.

Entry No. 5

President Guerrero reported that a Poll will come out to the trustees from the Interim General Manager to schedule a special meeting the first week in January 2022 to interview the GM candidate.

Entry No. 6

Adjourned at 6:42 PM.

MOTION: Ledesma

SECOND: Alcalá

AYES: Guerrero, Ledesma, Alcalá

NOES: None

ABSTAIN: None

ABSENT: Orozco, Early-West

The adjournment passed 3-0, by roll call vote.



Greg Fabun, Interim General Manager/Secretary
Reclamation District 900

**SPECIAL MEETING OF THE
RECLAMATION DISTRICT 900
January 7, 2022
Minutes**

Pursuant to Government Code section 54953, as amended by Assembly Bill 361 (2021), and due to the State of Emergency declared by the Governor on March 4, 2020, members of the Reclamation District 900 Board of Trustees participated in this Special Meeting using the Zoom meeting platform. To reduce the spread of COVID-19, members of the public were invited to watch the meeting livestream at <https://youtu.be/23YWFYus8-o>.

The meeting was called to order at 6:50 PM by President Guerrero. Also in attendance at the meeting were: Trustees Ledesma, Orozco, Alcala and Early; Interim General Manager Fabun and District Counsel Nevis.

GENERAL ADMINISTRATION – PART I

Entry No. 1

Heard General Administration Functions as follows:

A. None.

B. District Counsel Nevis reported that the Board met in closed session and took no action for the one item on the closed session agenda

CONSENT AGENDA – PART II

Entry No. 2

Consideration of Resolution 22-01-01 Adopting Findings Necessary to Continue Conducting Reclamation District 900 Board Meetings Via Teleconference Pursuant to Assembly Bill 361.

MOTION: Orozco	SECOND: Alcala	AYES: Guerrero, Ledesma, Orozco, Alcala, Early
NOES: None	ABSTAIN: None	ABSENT:

The consent agenda passed 5-0, by roll call vote.

Entry No. 3

Adjourned at 6:53 PM.

MOTION: Orozco	SECOND: Alcala	AYES: Guerrero, Ledesma, Orozco, Alcala, Early
NOES: None	ABSTAIN: None	ABSENT:

The adjournment passed 5-0, by roll call vote.



Greg Fabun, Interim General Manager/Secretary
Reclamation District 900



Progress Report

January 20, 2021

ADMINISTRATION/FINANCE

ASSESSMENT ADMINISTRATION

No updates to report.

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 shows progress for each of the planned actions as stated in the CAP:

Finding	Recommendation	Target Date	Complete Date
2020-3	Written policies and procedures to comply with "Uniform Guidance" for federal awards	1/31/22	In-Progress

SHARED SERVICES AGREEMENT

Staff requested to extend the term of the agreement through September 26, 2022 and to add \$50k in capacity.

RECRUITMENTS

Update on the General manager recruitment.

COMPUTER/IT ASSESSMENT

An evaluation of the District's computer/IT systems was completed on April 12. Recommendations include computer upgrades, installation/use of Office 365, and creating a OneDrive account for the District for file sharing. A CIP budget request was approved by the Board in June with the adoption of FY 2021/22 budget. Staff is working with the City's IT division to recommend and spec the new equipment. It is expected to have the new equipment on board and operational for the transition to the new Drever Corp Yard facility later this fiscal year.

OPERATION AND MAINTENANCE

LEVEE MAINTENANCE

The tarped area is holding up well and is still on "standby" for repair until the end of flood season. Inspections of levees are performed weekly and after rain events and all areas remain in good condition, including the previously repaired desiccation cracks.

DRAINAGE

Pump Station Maintenance: Routine/periodic maintenance at pump stations will continue throughout the rainy season.

Canal/Detention Facilities Maintenance: Application of herbicides to control broad leaf vegetation and routine maintenance of canals and detention facilities will continue throughout the rainy season.

Staff is also preparing and staging supplies and equipment for the move to the new Corp Yard, expected to begin in February.

SYSTEMWIDE INVESTMENT FRAMEWORK (SWIF)

WSAFCA is still waiting for a response/approval from the USACE on the final SWIF. Of particular importance for the USACE for approval is demonstrating progress towards correcting deficiencies.

LWA has begun work to identify all levee encroachments and to research status on whether they are permitted by the CVFPB. Goal of this effort is to: 1) identify and remove all deficiencies for *permitted* encroachments; and 2) develop a course of action to resolve *unpermitted* encroachments. Staff was

able to amend the 2021 Flood Maintenance Assistance Program (FMAP) agreement to cover costs associated with this effort in 2021 (~\$10,600).

PROJECTS

BLACKER CANAL STABILITY PROJECT

The notice of grant award from FEMA was received via Cal OES. The award was based on the total project cost at time of grant application (\$1.359M). The federal share is 75% (~\$1.02M). The District share is 25% (~\$340k). Staff is requesting additional grant funds to cover requirements from the USFW Biological Opinion (biological monitors, dewatering) and to account for increase cost of construction as it has been roughly 3 years since the original grant application was submitted. Cal OES has assured staff that the additional work will be covered. Construction is expected to occur in 2022.

Environmental: Staff is working with Marcus Bole & Associates to finalize the Mitigated Negative Declaration (MND) as well as permitting requirements with US Fish & Wildlife, the USACE, the RWQB and the CA Dept of Fish & Wildlife. Changes vacating the previous Administration's definitions of Waters of the US has complicated matters with the USACE for making jurisdictional determinations decisions. Staff will schedule a site visit to meet w/ residents that expressed concern regarding potential impacts to habitat.

Plans and Specifications: Once the environmental review and certification process is complete, the plans will be updated to include the dewatering requirement. The construction cost estimate will also be updated.

DREVER CORP YARD PROJECT

Work authorized by the Board in November (HVAC and bollard install) is complete. Final fire and facility inspections were performed in December. At the time of the facility inspection, the HVAC was not yet operational, so a temporary certificate of occupancy was issued by the City. Staff is evaluating proposals from security/alarm services and anticipates bringing an item to the Board in February.

CalTrans Trash Capture Project

No update on this item.

PERIODIC LEVEE INSPECTIONS

DWR/USACE

Inspections completed, nothing new to report.

EMERGENCY PREPAREDNESS

2021 EMERGENCY PREPARATION/FLOOD SEASON COORDINATION

Emergency preparedness training with the City is scheduled for January 28.

COORDINATION WITH OTHER AGENCIES

AB 921 (STATE FLOOD CONTROL BILL)

Senator Pan has agreed to take up the City's "Flood Bill". The Interim General Manager is working with the City's Public Relations Manager and the City's state lobbyist to move this legislation forward. The team is working with Pan's staff and committee staff on draft language to introduce.

CENTRAL VALLEY FLOOD PROTECTION BOARD (CVFPB)

No updates to report.

CITY OF WEST SACRAMENTO

Staff is coordinating with the City's Parks Director on possible means of providing ADA access to levee trails that don't also enable motorized vehicles to gain access. Staff reviewed the latest plan set for the Linden Trailhead project and provided comments to City staff.

WEST SACRAMENTO AREA FLOOD CONTROL AGENCY WSAFCA)

The USACE Work Plan from the Infrastructure Bill is scheduled for release on January 18, 2022. WSAFCA and City staff are hopeful that it will contain additional funding for the West Sacramento Project and no restrictions for its use to support construction activities.

FUTURE

February 17, 2022 – WSAFCA Board Meeting, 9 am

February 17, 2022 – RD 900 Board Meeting, 6 pm