



RECLAMATION DISTRICT 900

Post Office Box 673

West Sacramento, CA 95691

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

NOTICE OF REGULAR MEETING AND AGENDA RECLAMATION DISTRICT NO. 900

To be held via video conference, to submit comments in writing please email admin@rd900.org and write "Public Comment" in the subject line. Include the item number you wish to address along with your comments in the email. All comments received prior to the commencement of the meeting at 6:00pm will be provided to the Trustees and become part of the meeting records. If you need special assistance to participate in this meeting, please contact RD 900 at (916) 371-1483. Notification of at least 48 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting. Streaming of the Board Meeting is made available at <https://youtu.be/UFelo-5FK5Q>.

I, Timothy, Secretary/ General Manager, declare under penalty of perjury that the foregoing agenda for the regular meeting to be held at 6:00 p.m. January 21, 2021 of the Board of Trustees of Reclamation District No. 900 was posted January 15, 2021 in the office of the City Clerk, 1110 West Capitol Ave, West Sacramento, CA as well as the office of Reclamation District No. 900, 1420 Merkley Ave Suite #4, West Sacramento, CA, and was available for public review. Pursuant to the Ralph M. Brown Act, comments from the public will be entertained on each agenda item. The agenda for that meeting is as follows:

A handwritten signature in blue ink, appearing to read "Timothy Mallen", is written over a horizontal line.

Timothy Mallen, Secretary/ General Manager

AGENDA

1. Agenda Approval
2. Public Comment on items not on the Agenda
3. Consent Calendar
 - 3.1. Approval of minutes from the meeting of December 16, 2020
4. District Financial Update
5. Discussion of Stipend for Trustees
6. Update on Blacker Canal Stabilization Project permitting process
7. Informational Items
 - 7.1. General Manager's Report
 - 7.1.1. Administrative Operations
 - 7.1.2. District Operations Projects
 - 7.1.3. Improvement Projects
 - 7.1.4. Agency Coordination
 - 7.1.5. WSAFCA Updates
 - 7.1.6. Development Project Coordination
 - 7.2. Trustee Reports and Updates
8. Adjourn



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January 20, 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 and Greg Fabun.

1. Agenda Approval. President Guerrero asked if there were any required changes to the agenda, none were cited and Trustee Alcala made the motion to approve the Agenda as presented, Trustee Ledesma seconded the motion and it carried 3-0.
2. Public Comment on items not on the Agenda. No members of public requested to provide comments.
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 December 16th, 2020 Board meeting, Trustee Alcala made the motion, Trustee Ledesma seconded the motion and it carried 3-0.
4. District Financial Update: Manager Mallen reported that the bank account had been updated. Because the County Treasury has yet to provide a December report, the treasury account had not been reconciled and Manager Mallen reported that the update would be provided when available and included with the meeting minutes.
5. Discussion of Stipend for Trustees. Manager Mallen and Ralph Nevis presented to the Board that prior Trustees received a stipend of \$100 per meeting attended and that practice stopped at the time that City Counsel became the Board for the District. Ralph presented that a historical record establishing the practice could not be readily found in the records; he further explained that a new stipend could be initiated through a Board action. After a discussion by the Trustees of whether or not to pursue a stipend; it was decided that at this time the Board would not pursue a stipend. No action was taken.
6. Update on Blacker Canal Stabilization Project Permitting process: General Manager Mallen provided the draft environmental documents produced by Marcus Bole for the project. Marcus

updated that the permitting process is proceeding on schedule for construction this year. Marcus stated the Initial Study / Mitigated Negative Declaration will be provided for the Board next month and the process of circulating them for public review and comment will begin. Once these are accepted by the Board after the public review period, State permits can be pursued. He explained that FEMA is handling the Federal environmental review process and has determined that no Federal permits are required, and it is possible the State agencies will follow suit, but that is unknown at this time. President Guerrero asked how long the timeline is for obtaining the necessary permits for the project. Marcus stated that the process could be completed by the end of April. President Guerrero asked about outreach to the neighbors of the project alerting them to the upcoming construction activities. Marcus explained that all neighboring property owners would be reached out to and that there are already some anticipated comments regarding the ornamental trees that had been planted on the ditch bank along a portion of the project that will need to be removed. Marcus and Tim explained there may be a need to replant new trees and if so, more environmentally friendly native species.

7. Informational Items.

7.1. General Manager's report. Manager Mallen presented the attached report. Additional discussion on specific items below.

7.1.5.1 Manager Mallen deferred to Greg Fabun for further explanation. Greg updated the Board that WSAFCA did not receive New Start for construction in 2021. Design is continuing on schedule still, with the 100% design to be submitted in the near future and the CEQA/NEPA process will continue as well. Greg stated another possible path forward for funding is if a infrastructure stimulus package is passed providing funding to USACE a request of a New Start as part of the package could be made, otherwise funding and construction would most likely have to be next year.

7.1.6 Manager Mallen

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 December 2020 Financial Update

Cash

- Total cash book balance is \$7,569,324
- Transfer from RD 537 for \$838,086 cleared
- Total handbills collected in December \$77,638
- First half of assessment roll collected \$1,151,571

Accounts Receivable

- 2020 FMAP monies still outstanding for \$189,000
- 2018/2019 handbills not collected \$1,929
- 2019/2020 handbills not collected \$13,746
- 2020/2021 handbills not collected \$57,824
- WSAFCA assessment expected \$740,052
- 2nd half of property tax roll \$1,151,571
- RD 537 Special Benefit Area handbills still open \$31,026. Most of them have been collected on their end

Other

- Currently working on financial audit with Cropper Accountancy
- 1099-MISC and 1099-NEC forms were released February 1



**Accrual Basis
July 2020 - December 2020**

	Actual July-December 2020	FY 20/21 Budget	Over/Under Budget	% of Budget
Revenue				
4000 RD 900 Assessments	1,234,682	2,430,272	-1,195,590	-49%
4005 Prior Year Assessments		10,000	-10,000	-100%
4010 WSAFCA	370,026	650,332	-280,306	-43%
4020 Interest Income	22,130	70,000	-47,870	-68%
4100 Funding Agreements		1,036,000	-1,036,000	-100%
4200 Miscellaneous	110,828	5,000	105,828	2117%
4300 Retiree Healthcare	296	4,000	-3,704	-93%
Total Revenue	\$ 1,737,962	\$ 4,205,604	-\$ 2,467,642	-59%
Gross Profit		\$ 4,205,604	-\$ 4,205,604	-100%
Expenditures				
5000 Administrative	111,877	260,000	-148,123	-57%
5200 Labor & Related	346,248	969,000	-622,752	-64%
5400 Operations & Maintenance	246,904	380,000	-133,096	-35%
6000 Repair Replacements & Rehab	41,117	2,250,000	-2,208,883	-98%
Total Expenditures	\$ 746,146	\$ 3,859,000	-\$ 3,112,854	-81%
Net Operating Revenue	\$ 991,816	\$ 346,604	\$ 645,212	186%
Net Revenue	\$ 991,816	\$ 346,604	\$ 645,212	186%
Total Treasury Account balance	\$ 7,569,234.00			
RD 900 Account Balance	\$ 6,731,148.00			
RD 537 Account Balance	\$ 838,086.00			



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**DRAFT NOTICE OF AVAILABILITY AND
NOTICE OF INTENT TO ADOPT A MITIGATED NEGATIVE DECLARATION FOR THE
BLACKER CANAL BANK STABILIZATION AND ACCESS ROAD IMPROVEMENT PROJECT**

NOTICE IS HEREBY GIVEN that the Initial Study/Mitigated Negative Declaration (IS/MND) for the Blacker Canal Bank Stabilization and Access Road Improvement Project has been completed and is available for public review. The public may review the IS/MND during normal business hours at Reclamation District No. 900, 1420 Merkley Avenue, Suite 4, West Sacramento, California 95691.

This IS/MND is also available for review at the Yolo County Library – West / Arthur F. Turner Library, 1212 Merkley Avenue, West Sacramento, California 95691.

The IS/MND has been prepared in accordance with the California Environmental Quality Act (CEQA; Public Resources Code Section 21000 et seq.) and the State CEQA Guidelines (Title 14, California Code of Resources, Section 15000 et seq.).

Project title: Blacker Canal Bank Stabilization and Access Road Improvement Project

Project Sponsor and CEQA Lead Agency: Reclamation District No. 900, 1420 Merkley Avenue, Suite 4, West Sacramento, California 95691.

Project Description: The proposed project consists of repair and upgrade of approximately 5,400 linear feet of the Blacker Canal. Bank excavation will occur along the north and south sides of the canal to the west of Linden Road, and along the south side of the canal to the east of Linden Road. Gabion walls will be stacked and secured along the canal banks. A 16-foot wide maintenance road will be graded north of the canal to the west of Linden Road, while an existing access road south of the canal that extends east and west of Linden Road will also be graded to improve maintenance access.

Project Location. Blacker Canal between Jefferson Boulevard and the Reclamation District No. 900 Main Drainage Canal, City of West Sacramento, California.

Public Review and Comment Period: In accordance with the time limits proved for by State law, the public review period will extend from _____ to _____. Comments must be received by 5:00 p.m. on _____. Comments may be sent in hard copy or via email to:

Tim Mallen, P.E., Director
Reclamation District No. 900
1420 Merkley Avenue, Suite 4
West Sacramento, CA 95691
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