



# RECLAMATION DISTRICT 900

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December 14, 2017

West Sacramento

9:00 A.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 #900 convened at the above time and place.

The meeting was called to order by President Bryan Turner. Also in attendance were, Trustees Phil Hinkel, William Denton, Dan Ramos and Peter Palamidessi, Secretary/Manager Kenric Jameson, Superintendent Tony Schwall, Attorney Jim Day, and administrative assistant Eileen Wing.

By motion made by Trustee Hinkel, seconded by Trustee Palamidessi and carried a 5-0 vote the Agenda was approved.

By motion made by Trustee Palamidessi, seconded by Trustee Ramos and carried 5-0 the Minutes were approved as written.

The issuance of checks 20655-20728, General fund claims from June 1, 2017 to October 24, 2017, the October and November 2017 Bank reconciliation and two wire transfers in the amount of forty five thousand dollars (\$45,000.) each dated November 27, 2017 and December 15, 2017 were ratified.

There was no public comment.

Plans and Permits: There were no plans or permits to discuss.

Manager/Board Secretary Jameson met with LAFCO's executive director to discuss the upcoming Municipal Services Review (MSR). LAFCo has requested that the City supply them with financial information that would show they can perform the functions of RD 900 in a more cost effective manner. Manager Jameson has asked the firm of Larsen & Wurzel and Kim Floyd Communications to represent us in this endeavor.

Secretary/Manager Jameson brought before the board, a draft of an updated Employee Handbook. The changes made include adding the day after Thanksgiving as a Holiday and some changes to the vacation benefits. These changes for Non-exempt (hourly) employees include years of service 1 through 5 years will accrue at 6.67 hours per month, 5 through 20 years at 10 hours accrued per month, and 20 plus years will accrue at 13.34 hours per month. For exempt employees

(salaried), vacation for 1 through 10 years would accrue at 10 hours per month, and for 10 plus years vacation will accrue at 13.34 hours per month.

The other change to the employment handbook is the addition of Management leave. All exempt employees shall receive an extra 40 hours of Management leave per year. This is non-cumulative. The purpose of this is to compensate exempt employees for time spent beyond 40 hours per week.

After some discussion Trustee Ramos made a motion to accept all the changes to the handbook, Trustee Denton seconded the motion and it passed with a 5-0 vote.

Secretary/Manager Jameson and Superintendent Schwall brought to the board for discussion and approval the purchase of a 2018 Ford F550 4x4 Regular Cab and chase to be used for a Service truck. The quote for this truck (under the state contract) is \$52,465.41. After discussion, the motion was made by Trustee Palamidessi to accept the quote from Downtown Ford Sales. The motion was seconded by Trustee Denton, and carried 5-0.

Superintendent Schwall updated the Board on field operations. It has been a dry winter with not much rain to date this season. Last year we installed box culverts at the freeway ditch where it empties into lake Washington. The crew has recently poured head walls on top of these culverts to stabilize the gravel driveway across the top. We brought in the dive crew to install duck bill valves on the two diesel pumps at the Causeway pump station. We are continuing to apply bare ground treatment throughout the district. We have removed the lathe going through the fence at the Sycamore Trail for better visibility. We have completed a full service on our backhoe and are continuing to get equipment ready to go this coming spring. We have moved all our spray materials and oil supplies out of the shop and into shipping containers which are more secure. We are continuing to clean up homeless camps and debris in the ditches and canals.

We have been contacted by a resident along the SIP detention pond that works for the Department of Water Resources. He is working with employees of USGS. They would like to trap and tag cinnamon teal from one of the islands at this facility. There was discussion regarding this request and it was determined that they need to send us what they plan to do and we can then issue a permit for signature. The motion was made by Trustee Denton to have staff issue a permit after review by Attorney Day. The motion was seconded by Trustee Ramos and carried 5-0.

WSAFCA Project has continued to progress. Still working slowly, should be completed in 2019 to 2020.

There being nothing further, the meeting was adjourned to February 1, 2018.



Kenric Jameson  
Secretary/Manager