

**RD 900 BOARD MEETING
RECLAMATION DISTRICT 900
January 19, 2023
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 Regular Board meeting livestream at https://youtu.be/ywd4X_xpFE.

The Regular Board meeting was called to order at 6:06 PM by President Guerrero. Also in attendance at the meeting were: Trustees Early, Sulpizio Hull and Alcalá, General Manager Johnson, Interim Assistant General Manager Fabun, and District Counsel Nevis.

GENERAL ADMINISTRATION – PART I

Entry No. 1

Heard General Administration Functions as follows:

- A. 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.
No comments by the public.

CONSENT AGENDA – PART II

Entry No. 2 - Consideration of Resolution 23-01-01 Adopting Findings Necessary to Continue Conducting Reclamation District 900 Board Meetings Via Teleconference Pursuant to Assembly Bill 361.

Entry No. 3 - Consideration of Authorization to Amend the Existing shared Services Agreement with the City of West Sacramento – **ITEM REMOVED FROM AGENDA**

Entry No 4 - Consideration Of Resolution 23-01-02 Finding That A Notice Of Exemption Under The California Environmental Quality Act (“Ceqa”) Relating To The District’s Routine Maintenance And Repair Of District Facilities Is Appropriate Because Such Maintenance And Repair Is Categorically Exempt From Ceqa; That Not Exception To The Categorical Exemption Exists; And Authorizing The General Manager To Take Such Actions And Prepare Such Documents As May Be Reasonably Necessary To Carry The Intent Of The Board’s Resolution Into Effect

Entry No. 5 - Consideration of Approval of the December 19, 2022 Special Board Meeting Minutes

MOTION: Early
NOES: None

SECOND: Alcalá
ABSTAIN: None

AYES: Early, Alcalá, Sulpizio Hull, Guerrero
ABSENT: Orozco

The consent agenda passed 4-0, by roll call vote.

REGULAR AGENDA – PART III

Entry No. 6 – Consideration to Approve the Reclamation District 900 Annual Financial Audit Reports for Fiscal Year Ended June 30, 2021

Discussion: Mary Ann Cropper with Cropper Accountancy Corporation provided an overview of RD 900’s annual audit for year ending June 30, 2021. All accounts were in order. Several recommendations included:

1. Segregation of Duties – the General Manager is the signer on all bank accounts, authorizer of all invoices, and has edit access to the accounting system. Recommend additional staff or Board member to oversee some activities.
2. Accrual of Reimbursable Grant Costs – Recommend invoicing grant provider when the fiscal year ends.
3. Financial Policies and Procedures – Recommend District establish Financial Policies and Procedures including: Revenue recognition, segregation of duties, vendor management, payroll processes, computer controls.

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

The agenda item passed 4-0, by roll call vote.

Entry No.7 – General Manager Update

General Manager Johnson reported the following:

A request for bid will be available this week to replace the slope mower that was destroyed this past summer.

Levee Maintenance

Staff have been working around the clock due to the storms beginning just before Christmas and ending January 16, 2023. Levees held up real well, with 2 minor slips along the Deep Water Shipping Channel (near the District's old Corp. yard). Pump stations ran adequately and ran for long durations with a few minor electrical problems that we are working on. The ditches were cleaned of debris during the storms to allow flowage. The ditches are showing signs of erosion. Staff will need to repair as the ground dries up.

Contractor completed rocking the access road along Southport seepage berm. Due to the nature of seepage berm material (sand), the sand/dirt had been washing into the City of West Sacramento's drainage system. After all the rains, it appears that this addition rock has prevented much of the sand from entering the storm drain.

Blacker Canal Bank Stabilization Project

The District's environmental consultant (Marcus Bole & Assoc./ECORP) and staff have prepared the water quality permits for the State of California. The District will pay the California Department of Fish and Wildlife's 1602 permit fees: \$6,236.

Our consultant will also be submitting the Regional Water Quality Control Board 401 Water Quality Certification. Fees are not due until approved. Fees: \$2,031

District is targeting 2023 construction.

RD900 OFFICE, 889 DREVER ST.

SANITARY SEWER

The sanitary sewer lines in the entire building are corroded and have cracked causing backups in the sinks and toilets. The General Manager received two quotes to begin the repairs. There were 2 options for repair: 1. Tear up the entire floor and concrete and replace the steel pipe with PVC or 2. Slip line the existing pipes with non-evasive techniques. Slip lining was chosen. The current estimate is approximately \$105,000. This includes lining approximately 300 feet of sewer line and adding cleanouts. Rooter Hero has been working day and night and weekends to complete the job.

ROOF

Roofing contractor has been delayed due to weather.

WEST SACRAMENTO AREA FLOOD CONTROL AGENCY

Greg Fabun provided an update on WSAFCA's activities, funding with the USACE, the necessary funding to complete the projects for WSAFCA/City of West Sacramento.

Entry No. 7

The meeting adjourned at 6:42 PM.

A handwritten signature in blue ink, appearing to read "Blake Johnson", is written over a light-colored rectangular background.

Blake Johnson, General Manager/Secretary
Reclamation District 900