

BOARD MEETING MINUTES			RECLAMATION DISTRICT 784		
1594 Broadway Street					
Arboga, CA 95961-8821					
<b>Meeting Description:</b> Reclamation District No. 784 Board of Trustee's Board Meeting <b>Due to COVID-19 Pandemic this Meeting was held Via Teleconference and in Person</b>					
<b>Date:</b> February 7, 2023 <b>Time:</b> 10:00am <b>Location:</b> Reclamation District 784 Office					
Scheduled Time			Actual Time		
Start	Stop	Total Hours	Start	Stop	Total Hours
10:00am	12:30pm	2.5 Hrs.	10:00am	10:36am	36 Min
<b>1. Call to Order</b>					
<b>A. Roll Call: Board President – Sarbdeep Atwal- Present, Trustee - Joe Danna - Present, Board Vice-President - David Read - Present, Trustee - Jared Hastey - Present, Trustee – Brent Hastey – Present, Board Secretary - Patrick Meagher - Present, Deputy Board Secretary - Kimberly Ford, Present, Field Superintendent - Jess McLaughlin - Present, Attorney - Jesse Barton, Present and Engineer - Sean Minard -Present.</b>					
<b>2. Open Session:</b>					
<b>3. Public Communication: Any person may speak on any topic provided it is within the jurisdiction of the Reclamation District 784. If a person wishes to speak on any agenda item in particular, that person may speak now, or if that person wishes to withhold comment until Board consideration of the item, please inform the Board at this time what agenda item the speaker wishes to address, and the Board will solicit additional comment when that agenda item is called. The time allotted for receiving public comment will be limited to no more than five minutes per each individual or group.</b>					
<b>Consent Items:</b>					
<b>4. Approve Board Meeting Minutes –</b> Jared Hastey moved to approve the Board Meeting Minutes. David Read seconded the motion. Motion Carried. <b>Vote: 4 Ayes ( Atwal, Danna, J Hastey, and Read), 0 Nays, 0 Absent, and 0 Abstain.</b>					
<b>5. Approve Checks and Warrants –</b> Jared Hastey moved to approve the Checks and Warrants. David Read seconded the motion. Motion Carried. <b>Vote: 4 Ayes ( Atwal, Danna, J Hastey, and Read), 0 Nays, 0 Absent, and 0 Abstain.</b>					
<b>Persons Attending</b>					
<b>1. Sarbdeep Atwal – RD784 Board President</b>					
<b>2. David Read – RD784 Board Vice-President</b>					
<b>3. Joe Danna – RD784 Board Trustee</b>					
<b>4. Jared Hastey – RD784 Board Trustee</b>					
<b>5. Brent Hastey – Newly Appointed RD784 Board Trustee</b>					
<b>6. Patrick Meagher – RD784 Secretary of the Board</b>					

<b>7. Kimberly Ford – RD784 Deputy Secretary of the Board</b>
<b>8. Jess McLaughlin – RD784 Field Superintendent</b>
<b>9. Sean Minard – RD784 Engineer</b>
<b>10. Jesse Barton – RD784 Attorney</b>
<b><i>Items for Discussion and Possible Actions:</i></b>
<p><b>6. Public Hearing – Board to Consider Adoption of Resolution 2023-02-01 Requesting Yuba LAFCO to take Proceedings for a Reorganization of RD784 Urban Boundaries and Minor Sphere of Influence Amendment –</b></p> <p>The reorganization will allow the District to correct boundary lines along the Goldfields 200-Yr, Yuba, WPIC, Feather, and Bear Setback levees. Jared Hastey moved to approve the Reorganization of RD784 and the Resolution 2023-02-01. Joe Danna seconded the motion. <b>Vote: 4 Ayes ( Atwal, Danna, J Hastey, and Read), 0 Nays, 0 Absent, and 0 Abstain.</b></p>
<p><b>7. Board to Receive Trustee Candidate Applications, Interview, and Consider Nominating a New Board Member to Fill One Vacancy –</b></p> <p>Rick Brown resigned from his position as trustee of the RD784 Board on January 11, 2023. Because his term wasn’t slated to end until December 2023, the vacancy may be filled by appointment by the RD784 Board. The Board interviewed Brent Hastey who was the only applicant. David Read moved to appoint Brent Hastey to fill the vacancy left by Rick Brown. Jared Hastey seconded the motion. Motion Carried. <b>Vote: 4 Ayes ( Atwal, Danna, J Hastey, and Read), 0 Nays, 0 Absent, and 0 Abstain.</b></p>
<p><b>8. Board to Consider Renewing Material Hauling Contract Agreements –</b></p> <p>RD784 currently has in place material hauling contracts with 3 trucking companies which are nearing the end of their 3-year terms. Staff recommended renewing agreements for H. Miller Trucking, Butte Sand and Gravel, and Coat’s Trucking. Joe Danna moved to approve renewing the three (3) new material hauling contracts for another three (3) year term on each. Brent Hastey seconded the motion. Motion Carried. <b>Vote: 5 Ayes, (Atwal, Read, Danna, J Hastey, and B Hastey), 0 Nays, 0 Absent, and 0 Abstain.</b></p>
<p><b>9. Board to Receive Information About an Extension of Partnership Request from The Basse Area Council, Upper River Region, West Africa – The Gambia –</b></p> <p>In 2022, the Yuba County Board of Supervisors established a Sister City relationship with the Basse Area Region in The Gambia, West Africa. The Council of that region has since taken great interest in the various projects and agencies within the County. On short notice, staff received a request from the County to host a delegation on a tour of RD784 which took place on January 20<sup>th</sup>. Staff provided a tour to two gentleman named Foday Danjo and Yuba Jawara who were very interested in learning about all aspects of flood control and were extremely fascinated with the levees and internal drainage infrastructure. After the tour, Mr. Yuba Jawara, representing the Basse Area Council, sent a letter to RD784 requesting a letter to confirm an Extension of Partnership with RD784 for purposes of exchanging information about District flood control practices via email, etc. The Council is also very interested in sending representatives to future annual RD784 flood fighting classes. If an Extension of Partnership is authorized by the Board, staff will send a letter acknowledging a partnership which will be mostly symbolic, and the District would never provide travel or hospitality expenses. Jared Hastey moved to approve the General Manager to send a letter to the Basse Council in Gambia to establish an Extension</p>

of Partnership. David Read seconded the motion. **Vote: 5 Ayes, (Atwal, Read, Danna, J Hastey, and B Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

***10. Board to Receive the Monthly Budget Snapshot –***

The RD784 Board was presented with the Monthly Budget Snapshot for the month ending January 2023.

***11. Field Manager's Report:***

Field Manager's Report  
February 7, 2023

Maintenance and Projects Completed

Unit 1

1. Pre-Storm checks around all urban levee units.
2. Levee patrol completed as required per operations and maintenance on (12-31-2023).
3. LM 0.5 trash pick-up and haul off.
4. LM 2.00 trash pickup and haul off.
5. Illegal campers removed from beneath Hwy 70 bridge (Shad Rd).

Unit 2A

1. Pre-Storm checks around all urban levee units.
2. Levee patrol completed as required per operations and maintenance on (12-31-2023).
3. PS 9 outfall debris removed.

Unit 2B

1. Pump Station #2
  - Backup generator exercised on 1/9 and 1/23.
  - Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
  - Trash rack checked daily and cleared as required.
  - Check and maintain oilers and trash racks twice daily during storm events.
  - A/B placement on adjacent ramps both sides of pump station.
2. Pre-Storm checks around all urban levee units.
3. Levee patrol completed as required per operations and maintenance on (12-31-2023) and (1-10-2023).
4. PS outfall fallen tree cut and road cleared.

Unit 3A

1. PS #6
  - Backup generators exercised on 1/9 and 1/23.
  - Vegetation abatement inside and surrounding the pump station (firebreak and slopes).

- Trash rack checked daily and cleared as required.
  - Check and maintain oilers and trash racks twice daily during storm events.
2. Pre-Storm checks around all urban levee units.
  3. Vegetation abatement of service entrance adjacent to Hwy 70.
  4. Levee patrol completed as required per operations and maintenance on (12-31-2023), (1-1-2023), (1-10-2023), (1-14-2023) and (1-15-2023).
  5. W/S LM 2.80 remove fallen tree (3 loads).
  6. L/S LM 2.80 tree cutting (2 loads).

#### Unit 4

1. Pre-Storm checks around all urban levee units.
2. Levee patrol completed as required per operations and maintenance on (12-31-2023), (1-1-2023), (1-10-2023), (1-14-2023) and (1-15-2023).
3. W/S removal dead tree debris and stump washed up throughout the unit.

#### Units 3B/ 5 / 6 (Horseshoe Levee)

1. Pre-Storm checks around all rural levee units and checked all waterside flap gates.
2. 3B, 5 and 6 Levee patrol completed as required per operations and maintenance on (12-31-2023) and (1-10-2023).

#### Unit 7

1. Pre-Storm checks around all urban levee units.
2. Levee patrol completed as required per operations and maintenance on (12-31-2023).

#### Unit 8

1. Pre-Storm checks around all urban levee units.
2. Levee patrol completed as required per operations and maintenance on (12-31-2023) and (1-10-2023).
3. LM 0.20 A/B placement for pothole repair.3

#### Unit 9

1. Pump Station #3
  - The backup diesel generator was exercised on 1/9 and 1/23.
  - Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
  - Check and maintain oilers and trash racks twice daily during storm events.
  - Re-program Transmitter 2 with assistance from Frisch engineering.
  - Trash rack checked daily and cleared as required.
2. Pre-Storm checks around all urban levee units.

#### Goldfields

1. Pre-Storm checks around all urban levee units.
2. Levee patrol completed as required per operations and maintenance on (12-31-2023).

#### Drainage Laterals and Detention Basins

All laterals, culverts, crossings, trash racks and detention basins have been checked daily. All obstructions were removed to keep water flowing during periods of weather (Wednesday 5, 2023 -Monday 16, 2023). In addition to daily checks, Ella basin, chestnut basin and Island basin had proactive daily pump down of water to ensure adequate space for any overnight rain and/or run off.

1. Pond 16 debris removal.
2. Lateral 20 Beaver removed, and trapping is currently being performed by Mike Williams (Trapper).
3. Mall ditch checked and cleared daily during storm period.
4. Pond 16 south culverts cleared twice weekly due to beaver activity.
5. Lateral 16 (River Oaks) all culverts checked daily and cleared.
6. Lateral 14 all culverts checked daily and cleared.
7. Lateral 15 all culverts checked daily and cleared.
8. Pond 20 all culverts and vaults were checked daily and cleared.
9. PS 5 set blocks to prevent standby generator theft.
10. PS 5 tree removal at service entrance.
11. PS 5 service entrance tree limb removal performed by Twin Cities Tree Service.
12. Lateral 5 set blocks.
13. Lateral 15/17 culverts checked daily and cleared.
14. Star Bend entrance ramp L/S rut repair due to traffic.

#### Shop, Office, Fleet Vehicles, and Equipment

- Shop generator was exercised on 1/9 and 1/23.
  - Shop generator interior cleaning.
1. Deep cleaning of the Shop, office, and equipment to further prevent any potential exposure to Covid 19.

#### Safety / Training

1. Administered weekly safety meetings and misc. SDS sheet reviews.
2. COVID Protection Plan training.

#### Miscellaneous

1. Regularly checked and looked for damages or issues around the District including all RD784 Pump Stations, Levee Units, Olivehurst Pump Station, and Yuba College Flood Fight Coalition supplies storage site.
2. PS 10 CPM pump 3 sensor failure bypass.
3. PS 10 Frisch engineering Transmitter replacement.

4. All pump stations were monitored and maintained daily. Oilers were checked twice daily and topped off. Trash racks were cleared of any debris impeding flow.
5. Sonitrol security upgrades for communications at PS 2, PS 3 and PS 6. PS 3 and 6 are completed while PS 2 is currently being finished.
6. Daily storm maintenance was performed from Wednesday 5, 2023 -Monday 16, 2023. This consisted of monitoring and maintenance of each unit, all drainage laterals, and every pump station to ensure our system was performing as expected.

***12. Administrative Assistant's Report:***

**Administrative Assistant Monthly Report  
February 7, 2023**

**Accounting:**

1. Budget Update
2. Reconciliations
3. AP Reports and Check Processing for Vendors & Clients
4. Payroll Calculations and Submittal and JOB Costing
5. Checks, Warrants and Deposits
6. Green Sheet Reconciliations with Angela @ County – Ongoing
7. Board Packets – Monthly Board Meeting – Assembling and Attendance
8. Reimbursement Program for Developers and TRLIA - Tracking and Meetings
9. QuickBooks Assessment Tracking Transition – Ongoing
10. Audit Preparation and Meetings with Accountant and Calls with Auditor.

**Clerical/Office:**

1. Impact Fees & Plan Check Fees
  - A. Sarwan Johl – Avondale Self-Storage
  - B. Brenda Upton – 5861 Rupert Avenue
2. Permit Clearance Request Sign Offs
  - A. Lennar – River Oaks North Village 2
  - B. KB Homes – Cobblestone Phase 4 and Phase 6
  - C. Cresleigh Homes – Woodside Village 2A
  - D. Richmond Homes - ROS
3. **Human Resources:**
  1. GSRMA Application – RMAP Program – Research, Compile and Submit in March 2023
  2. Lincoln Financial Benefit Contributions

**Contract Management:**

1. 2021-2022 FMAP Grant
2. 2022-2023 FMAP Grant
3. YWA District Boundary Grant – Payment Received for Urban Portion \$37,300.00
4. YWA/DWR IRWMP Grant – On-Going
5. TRLIA Goldfields – Maintenance Billing - On-Going
6. Olivehurst Pump Station – Maintenance Billing – On-Going

7. Chestnut Pond Watershed Improvements – Billing – On-Going

**Regulatory Compliance:**

1. Managing PWC 100 projects
2. State Controller's – State Controller Report for District – Part of Audit Process
3. Posted Trustee Vacancy Notices at 3 Locations – Linda Fire, RD784, and Website.

**Contacts:**

Angela Yanez @ Yuba County – YCDS, Mark Fowler @ Atteberry Searle, Elisa @ Paychex, Jesse Barton @ Gallery & Barton, Sean Minard @ MHM, Jolie Turk @ YC Treasurer, Jason Little @ DWR, Steve Wood @ GSRMA, Patrick Soper @ LWA, Eric & Jacob @ Alliant Networking, Jennifer Jensen @ Auditor's, Kyle Close – Permit Runner, Russ Powell @ EPS, and Patrick Soper @ LWA.

**13. General Manager's Report:**

General Manager's Report  
February 7, 2023

**Administration:**

1. Meetings: 01/03 TRLIA Board meeting, 01/11 RD784 Board Meeting, 01/12 District internal drainage tour with CVFPB director Mary Jane Griego, 01/20 District tour with County of Yuba and officials from The Gambia, West Africa, Weekly OES/YWA storm preparedness discussions, 01.25 CCVFPB Coordinating Committee, 01.27 CVFPB meeting, Staff meetings, and Rotary.
2. Approved employee time off requests and task scheduling.
3. Plan Reviews/Impact Fee Program:
  - A. AT&T Monopine Cell Tower - 3456 Warehouse Rd.
  - B. Tentative Parcel Map subdivide at 3774 Feather River Blvd (*Feather River Cold Storage*)
  - C. Northpointe Village 1 (Lennar)
  - D. Avondale Self-Storage - 5958 Avondale Avenue
  - E. Costco Wholesale – 6000 Lindhurst Avenue.
  - F. Trull RV & Boat Storage – 4131 Hazel St.

**Projects:**

1. 2022-23 DWR Flood Maintenance Assistance Program (FMAP) Grant Application – *Funding approved, pending executed agreement.*
2. Lindhurst Avenue/ Chestnut Pond drainage improvements (County Project)
3. Sonitrol Security upgrades at Pump Stations
4. Urban levee boundary adjustments – MHM/Yuba LAFCO
5. USACE SWIF – Draft near completion
6. Utility encroachments (PG&E/AT&T/Union Pacific)

**Regulatory Compliance:**

1. 01/13 – 01/14 levee patrols along the Bear River and WPIC
2. Monthly pesticide spray use report submitted on-line to the County.
3. Weekly Safety Meetings.

**Announcements/Updates:**

1. ACWA upcoming events (See Handout)

***14. Meeting Adjourned:***

Meeting was adjourned at 10:36am.

*The complete Board Agenda Meeting Material is available at the Reclamation District 784 Office, located at 1594 Broadway, Arboga, CA 95961. Any disclosable public record related to an open session item on the agenda and has been distributed to all or a majority of the Board Members less than 72 hours prior to the meeting and is available for public inspection during normal business hours.*

*If you have a disability and need disability-related modifications or accommodations to participate in this meeting, please contact the Office Manager of the Reclamation District 784 at (530) 742-0520 or fax (530) 742-3021. All requests should be made at least 24 hours prior to the start of the meeting. This is in compliance with Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132) and the federal rules and regulations adopted in implementation thereof.*

Sarbdeep Atwal, President

Kimberly Ford, Deputy Board Secretary