

| 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<br><b>Due to COVID-19 Pandemic this Meeting was held Via Teleconference</b>  |         |             |                          |         |             |
| <b>Date:</b> February 2, 2021 <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.    | 10:02am                  | 11:21am | 1Hr 19Min   |
| <b>1. Call to Order</b>  |         |             |                          |         |             |
| <b>A. Roll Call: Board President - Rick Brown - Present, Trustee - Joe Danna - Present, Board Vice-President - David Read - Present, Trustee - Sarbdeep Atwal - Present, Trustee - Jared 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. Closed Session:</b>  |         |             |                          |         |             |
| <b>A. None</b>   |         |             |                          |         |             |
| <b>3. Open Session:</b>  |         |             |                          |         |             |
| <b>4. 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>5. Approve Board Meeting Minutes –</b><br>Jared Hastey moved to approve the Board Meeting Minutes. David Read seconded the motion. Motion Carried. <b>Vote: 5 Ayes (Brown, Read, Atwal, Danna, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.</b>  |         |             |                          |         |             |
| <b>6. Approve Checks and Warrants –</b><br>Jared Hastey moved to approve the Board Meeting Minutes. David Read seconded the motion. Motion Carried. <b>Vote: 5 Ayes (Brown, Read, Atwal, Danna, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.</b>  |         |             |                          |         |             |
| <b>Persons Attending</b>   |         |             |                          |         |             |
| <b>1. Rick Brown – RD784 Board President</b>   |         |             |                          |         |             |
| <b>2. David Read – RD784 Board Vice-President</b>  |         |             |                          |         |             |
| <b>3. Sarbdeep Atwal – RD784 Board Trustee</b>   |         |             |                          |         |             |
| <b>4. Joe Danna – RD784 Board Trustee</b>  |         |             |                          |         |             |

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| <b>5. Jared Hastey – 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>11. George “Wade” Wylie - DWR</b>  |
| <b>12. Juan Gonzalez - USACE</b>  |
| <b>13. Paul Brunner - TRLIA</b>   |
| <b>14. Eric Miao - CVFPB</b>  |
| <b>15. Preston Shopbell - CVFPB</b>   |
| <b>16. Angeles Caliso - CVFPB</b>   |
| <b>17. Yiguo Liang- CVFPB</b>   |
| <b>18. Emily Greene - USACE</b>   |
| <b><i>Items for Discussion and Possible Actions:</i></b>  |
| <p><b>7. USACE 2019 Routine Inspection Presentation – Urban Plumas Lake Basin –</b><br/> Two separate slideshow presentations were given. The first was presented by Juan Gonzalez of the USACE and the second by Patrick Meagher of RD784. The Urban Plumas Lake Basin was given a “U” (Unacceptable Rating) due to 15 unacceptable encroachment items remaining out of 159 unacceptable items from the 2010/11 USACE Periodic Inspection. Of those 15 items, 12 were identified as utility encroachments and are the reason the urban basin has been removed from the Rehabilitation and Inspection Program under PL 84-99. A Letter of Intent (LOI) to prepare a System-wide Improvement Framework (SWIF) has been submitted to the CVFPB and USACE with final approval expected by April 2021. Upon approval, the system will be listed as “active” and eligible for Federal Rehabilitation Assistance. RD784 continues to work towards resolving all outstanding unacceptable inspection items. Over the past 8 consecutive years, RD784 has maintained an “A” (Acceptable) rating from the Department of Water Resources after annual fall inspections.</p> |
| <p><b>8. Board to Consider Awarding a Contract for Instrumentation Control Upgrades at Pump Stations 5, 7, and 9 –</b><br/> Background: Staff was authorized at the October 6, 2020 regular Board meeting to execute a DWR grant agreement to be administered by YWA for SCADA Instrumentation improvements at Pump Stations 5, 7, and 9 once received. Bids for the project were received and the grant agreement is expected soon. Staff is requesting authorization to award a contract after the grant agreement is executed. The original project estimate was \$474,690.00 with an RD784 cost share obligation of 25%.<br/> Jared Hastey moved to approve to award the contract. Read seconded the motion. Motion Carried. <b>Vote: 5 Ayes (Brown, Read, Atwal, Danna, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.</b></p>  |
| <p><b>9. Board to Consider Budget Snapshot –</b><br/> The Board was presented with a Monthly Budget Update through January 31, 2021.</p>  |
| <b>10. Field Manager’s Report:</b>  |

Field Manager's Report  
February 2, 2021

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Maintenance and Projects Completed

Unit 1

1. Unit 1 signage repair.
2. Unit 1, LM 1.0 illegal campsite removal and clean up.
3. Unit 1 @ Riverside sign changeout.
4. Unit 1 L/S LM 1.0 large illegal camper hole backfill. (3'x 3'x4' deep.)

Unit 2A

1. Unit 2a LM 0.2, 1.0 and 1.5 paddle marker replacement.
2. Unit 2a cleaning paddle markers.

Unit 2B

1. Pump Station #2
  - Backup generator exercised on 1/11 and 1/25.
  - Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
  - Trash rack debris removal.
2. Unit 2B cleaning of paddle markers LM 9.0-12.5 and replacement of LM 9.0 and LM 9.5.

Unit 3A

1. PS #6
  - Backup generators exercised on 1/11 and 1/25.
  - Vegetation abatement inside and surrounding the pump station (firebreak and slopes).

Unit 4

1. Unit 4 concrete crack repair (clean and re concrete).

Units 3B/ 5 / 6 (Horseshoe Levee)

1. Pre-Storm checks around all rural levee units and checked all waterside flap gates.
2. Install locks on box culverts.

Unit 7

1. Unit 7, LM 1.2 remove load of furniture and trash.

Unit 8

1. Pre-Storm checks around all urban levee units.

Unit 9

1. Pump Station #3

- The backup diesel generator was exercised on 1/11 and 1/25.
  - Pump out water to observe silt in pump area inlets.
  - Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
2. Unit 9, L/S and W/S LM 3.85-4.20 rodent control. (Bait and smooth out gopher mounds).
  3. Unit 9, L/S LM 4.0 trash removal.
  4. Unit 9, L/S LM 1.7 set blocks for cut fence.
  5. Unit 9 at Star Bend adjacent to Feather River Blvd set blocks.
  6. Unit 9 at Star Bend adjacent to Feather River Blvd repair pipe fence (vehicle accident). Awaiting Sheriff's report.
  7. Unit 9 LM 5.7 L/S concrete loose posts.
  8. Unit 9 L/S LM 3.4 40' of pipe fence. Awaiting Sheriff's report
  9. Unit 9 L/S 0.2 welding repair of pipe fence (caused by expansion).
  10. Unit 9 L/S LM 0.1 pipe fence repair. Sheriff's report # T21000044
  11. Unit 9 L/S LM 0.4 and 0.9 pipe fence repair. Sheriff's report # 0121900029
  - 12.

#### Drainage Laterals and Detention Basins

1. Lateral 15 (Bingham), tree branch removal.
2. Pond 16 culvert inspection.
3. Pond 20 manhole lids removed for cleaning and inspection.
4. Woody's electrical panel and Ag pump painting.
5. Mall ditch cleaning of leaf debris.
6. Mall ditch cleaning of trash from illegal campers.
7. Pond 20 manhole opening and inspection.
8. Lateral 15 North trash removal.

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

- Shop generator was exercised on 1/11 and 1/25.
  - Shop generator interior cleaning.
1. Deep cleaning of the Shop, office, and equipment to further prevent any potential exposure to COVID-19.
  2. Backhoe front tire replacement. (Les Schwab)

#### 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. Caulking office siding joints
3. Load and remove from shop, two loads of scrap steel to Empire Steel.
4. Clean up scrap wood and take to Woody's burn pile.
5. Clean rest room for CDF.
6. CDF vegetation abatement at PS 6 inlet.
7. Vegetation abatement around Conex boxes.
8. College Conex air exchange and bleaching for mold.
9. First Aid kit inventory inspections and restock.
10. Supply water for memorial site on Broadway.
11. Replace pump station signage at PS 4, PS 5, PS 9, PS 10, and Olivehurst Pump Station.
12. Country Club gate repair (weld lock to chain inside bell), this occurred twice this month.
13. Railroad Stop Log inspection UPRR behind Walmart.
14. Mall ditch tree debris removal.

#### ***11. Administrative Assistant's Report:***

### **Administrative Assistant Monthly Report February 2, 2021**

#### **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. Financial Audit Preparation – Jennifer's List Uploading and Research
7. Payroll Closeout with Andrea @ Sage Master Builder
8. Green Sheet Reconciliations with Angela @ County. – Pending Receipts
9. Assessment Reconciliations with Megan @ LWA.

#### **Clerical/Office:**

1. Impact Fees
  - A. Cresleigh Homes Woodside Village 3A & 3B
  - B. Lennar Homes – Credit/Reimbursement Agreement
2. Permit Clearance Request Sign Offs
  - A. Cresleigh Homes – Woodside Village, Riverside Meadows
  - B. Richmond American Homes
  - C. Lennar – Sonoma Ranch
  - D. Pool Permits
3. Scanning & Receiving Assessment Payments, then sending to Megan@ LWA.

**Contract Management:**

1. 2019-2020 FMAP OMRR&R Grant Agreement – Progressive Billing
2. 2020-2021 FMAP OMRR&R Grant Agreement – In Process
3. YWA Rural Grant Pipe Replacement – Progressive Billing
4. Olivehurst Pump Station 3-year Contract Billing.
5. T&S Construction
6. Summit Pipelines
7. Alliant Networking Annual Renewal
8. Badger Daylighting Corp – Pond 16 Billing Issues
9. 2019-2020 Delinquent Assessment Payments, Refunds and Tracking
10. 2020-2021 Current Assessment Payments and Tracking

**Regulatory Compliance:**

1. Managing PWC 100 projects.
2. GSRMA RMAP Questionnaire and Supporting Documents
3. Flood Fight Class January 14, 2021 - Attended
4. CAIPers Annual Social Security Request & Compliance Forms
5. EDD SUI Reporting Number - On-going

**Projects:**

1. Streamline Website Updating
2. Alliant Networking – Annual Agreement - Pending

**Contacts:** Angela Yanez @ Yuba County – YCDS, Daniel @ Paychex, Jesse Barton @ Gallery & Barton, Sean Minard @ MHM, Jolie Turk @ YC Treasurer, Jason Little @ DWR, Kyle Sanchez @ MHM, Chris Evans @ Streamline, Patricia Eyres @ GSRMA, Megan Jonsson @ LWA, Ken Schoech & Michael Overhoff @ Cresleigh Homes, Lloyd @Alliant Networking, Tiffany Shacklett and Jennifer Jensen, and Kyle Close – Permit Runner, Jadon Gretsch – Alliant Networking, Lakia Beavers – EDD, Trevor Gohl – CalPers.

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

General Manager's Report  
February 2, 2021

**Administration:**

1. Approved employee time off requests and task scheduling.
2. Audit preparation with Kim
3. Meeting Attendance: - [1/5 YWA Board meeting, 1/8 FEMA Meeting W/TRLIA and County, 1/13 RD784 Special Board Meeting, 1/25 USACE P.O. Prep. Meeting, Project Follow-Ups with MHM, Weekly TRLIA Goldfields Construction Meetings, Biweekly USACE inspection item follow-ups with TRLIA, and Rotary]
4. Provide correspondence to TRLIA Goldfields Construction Team, as necessary.
5. Field Employee Resignation
6. Impact Fee Program / Plan Reviews

- A. Cresleigh Homes Woodside Villages 3A and 3B
- B. Hanger Expansion Project at 1439 Sky Harbor Dr.
- C. Mobile Home at 1704 6<sup>th</sup> St., Olivehurst

**Project Management:**

- 1. Linear Pond 16 Borrow Site - (Operations ceased for the winter)
- 2. River Oaks Detention Basin Improvements (Coordination efforts with Lennar staff)
- 3. USACE Routine Inspection Items
- 4. FMAP Contracts – 2019/2020, and 2020/2021
- 5. Pump Station 5, 7, & 9 Instrumentation Improvements (RFP and bid reviews)

**Regulatory Compliance:**

- 1. Monthly pesticide spray use report submitted on-line to the County.
- 2. Updated SDS (Safety Data Sheets) and MSDS (Material Safety Data Sheets) binder.
- 3. Hazardous Materials Business Plans (Annual renewal packets received)
- 4. Feather River Air Quality (Annual throughput forms received).

***13. Adjournment –***

***Meeting was adjourned at 11:21am***

*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.*

Rick Brown, President

Kimberly Ford, Deputy Board Secretary