

BOARD MEETING MINUTES	RECLAMATION DISTRICT 784
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1594 Broadway Street
Arboga, CA 95961-8821

Meeting Description: Reclamation District No. 784 Board of Trustee’s Board Meeting
Due to COVID-19 Pandemic this Meeting was held Via Teleconference and in Person

Date: March 4, 2025 **Time:** 10:00am **Location:** 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	11:01am	1 Hr. 1 Min

1. Call to Order

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 – Tina Moore - Present, Attorney - Jesse Barton, Present and Engineer - Sean Minard -Present.

2. Open Session:

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.

Consent Items:

4. Approve Board Meeting Minutes –

Brent Hastey moved to approve the Board Meeting Minutes. David Read seconded the motion. Motion Carried. **Vote: 5 Ayes (Atwal, Read, Danna, J. Hastey, and B. Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

5. Approve Checks and Warrants –

Brent Hastey moved to approve the Checks and Warrants. David Read seconded the motion. Motion Carried. **Vote: 5 Ayes (Atwal, Read, Danna, J. Hastey, and B. Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

6. Board to Consider Adopting Resolution 2025-03-01 Concurring with the Nomination of Melody McDonald of the SBVWCD to the ACWA JPIA Executive Committee –

The 2025 Executive Committee election will take place during the Board of Director’s meeting that will be held at the ACWA JPIA Membership Summit in May 2025. The Bylaws of the JPIA provide that in order for a nomination to be made to JPIA’s Executive Committee, three member districts must concur with the nominating District. The San Bernardino Valley Water Conservation District has nominated its President Melody

McDonald and is asking RD784 to adopt the resolution as support. Brent Hastey moved to adopt the Resolution 2025-03-01 Concurring with the nomination of Melody McDonald of the SBVWCD to the ACWA JPIA executive committee. David Read seconded the motion. Motion Carried. **Vote: 5 Ayes (Atwal, Read, Danna, J. Hastey, and B. Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

Persons Attending

- 1. Sarbdeep Atwal – RD784 Board President**
- 2. David Read – RD784 Board Vice-President**
- 3. Joe Danna – RD784 Board Trustee**
- 4. Jared Hastey – RD784 Board Trustee**
- 5. Brent Hastey – RD784 Board Trustee**
- 6. Patrick Meagher – RD784 Secretary of the Board**
- 7. Kimberly Ford – RD784 Deputy Secretary of the Board**
- 8. Tina Moore – RD784 Field Superintendent**
- 9. Sean Minard – RD784 Engineer – Arrived at 10:10am**
- 10. Jesse Barton – RD784 Attorney**
- 11. Julie Mares - MRG**

Items for Discussion and Possible Actions:

7. Board to Consider Authorizing the GM to Award a Contract for Pipe Replacements in the Rural Horseshoe Levee –

Sealed bids to replace up to 6 aged storm drain pipes in the Horseshoe Levee were received at 2:30 PM at the District office on Thursday, February 27th when bids were publicly opened and read aloud. Approval letter No. WA2024155 has also been issued by the CVFPB to complete all work. Six (6) bids were received and considered. Brent Hastey moved to authorize the General Manager’s recommendation to award a contract to T & S Construction in the amount of \$2,937,235.50 as lowest responsive and responsible bidder after the 7-day bid protest period ends. Jared Hastey seconded the motion. Motion Carried. **Vote: 5 Ayes (Atwal, Read, Danna, J. Hastey, and B. Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

8. Board to Consider Authorizing Staff to Execute an MOU to Defer Drainage Impact Fees for a Parcel Split Located at 5557 South Gledhill Avenue TPM 34-0012 –

Landowners’ Guadalupe and Benjamin Alvarez are requesting an MOU to defer RD784 drainage impact fees in the amount of \$23,140.26 for TPM 34-0012 (or amount then in effect in any given year from now), because they do not intend to develop any remaining areas on the property where structures already do not exist. The District’s policy in the Nexus Study on timing of drainage impact fee payments requires that the fees are to be paid before the recording of a final map. To satisfy county conditions, the District is required to provide a letter of concurrence before the map can be recorded. Payment of drainage impact fees or executing an MOU to defer the fees will meet District requirements. Staff recommends approving the execution of an MOU. Jared Hastey moved to approve the MOU to defer drainage impact fees in the amount of \$23,140.26 for TPM 34-0012 (or amount then effect in any given year from now). Brent Hastey seconded the motion. Motion Carried. **Vote: 5 Ayes (Atwal, Read, Danna, J. Hastey, and B. Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

9. Board to Receive Monthly Budget Snapshot –

The Board received the monthly budget snapshot for expenses through February 28, 2025.

10. Field Manager's Report:

Field Manager's Report

March 4, 2025

Maintenance and Projects Completed

Unit 1

1. Vegetation abatement around gate structures.
2. Debris removal.
3. Fill potholes with AB gravel.

Unit 2A

1. Vegetation abatement around gate structures.
2. Spray levee crown & ramps L/M 0.00 -2.76, L/S service road L/M 0.00 – 1.00.
3. Fill potholes with AB gravel.

Unit 2B

1. Pump Station # 2 backup generators exercised 2/3 & 2/18.
2. Vegetation abatement around gate structures.
3. Fill potholes with AB gravel.

Unit 3A

1. Pump Station # 2 backup generators exercised 2/3 & 2/18.
2. Vegetation abatement around gate structures.

Unit 4

1. Vegetation abatement around gate structures.
2. Debris removal Clark lateral trash rack (Olivehurst Pump Station).

Units 3B/ 5 / 6 (Horseshoe Levee)

1. Checked waterside flap gates weekly.
2. Vegetation abatement around flap gate headwalls.
3. Spray levee crown & ramps.

Unit 7

1. Vegetation abatement around gate structures.
2. Fill potholes with AB gravel.

Unit 8

1. Monitor sink hole L/S service road L/M 1.75. (Relief Well RW-11 Stabilized w/sandbags)
2. Burn brush pile.
3. Spray levee crown & ramps L/M 0.00 – 1.50.

4. Debris removal concrete V-Ditch.

Unit 9

1. Pump Station #3 Backup generator exercised on 2/3 & 2/18.
2. Vegetation about around gate structures.
3. Fill potholes with AB gravel.

Goldfields 200-year Levee

1. Vegetation abatement around gate structures.
2. Spray levee crown, ramps & service road.

Drainage Laterals and Detention Basins.

1. Vegetation abatement Ella Basin block line.
2. Vegetation abatement lateral 5.
3. Vegetation abatement /cut sucker trees pond 16.
4. Vegetation abatement / cut sucker trees pond 20.
5. Monitor beaver activity pond 16.
6. Debris removal lateral 15 culvert.
7. Trim branches at Cal Trans basin.
8. Fill potholes with AB gravel pump station 1 & 10 (Ella Basin) service road.
9. Fill potholes with AB gravel pond 16 service road.

Shop, Office, Fleet Vehicles, and Equipment

1. The shop generator was exercised on 2/3 & 2/18.
2. Clean and exercise equipment weekly.
3. 2017 F350 Spray Vehicle, replace starter & intake manifold gasket (Boradori Automotive).
4. Shop cleanup & organizing.

Safety / Training

1. Administered weekly safety meetings.
2. Hiring Practices training with ACWA JPIA (Tina).

Miscellaneous

1. Regularly checked for damage or issues around the District including all RD784 Pump Stations, Olivehurst Pump Station, and Yuba College Flood Fight Coalition supplies storage site.
2. Storm maintenance when needed.
3. Patrolled and monitored the river levels during monitor stage.
4. Vegetation abatement at pump stations 2, 3, 4 ,6 & 7.

11. Office Manager's Report:

Office Manager's Monthly Report

March 4, 2025

Accounting:

1. Budgets and Budget Updates
2. Account Reconciliations
3. AP Reports, Invoicing, and Check Processing for Vendors & Clients
4. Payroll, Time Cards, Calculations, Job Costing, and Submittal to Paychex
5. Checks, Warrants and Deposits
6. Impact Fee Payments with Veronica Ludwig@ County – Ongoing
7. Reimbursement Program for Developers and TRLIA - Tracking and Meetings
8. QuickBooks Benefit Assessment Tracking Transition – Ongoing
9. Receiving & Entering Benefit Assessment Payments.
10. Notarizing Documents when needed.
11. Preparing and Proofing Misc. Letters for Patrick.
12. Waiting on Financial Activity Sheets (Green Sheets) from County to finish Audit FYE 6/2024

Clerical/Office:

1. Impact Fees & Plan Check Fees
 - A. Kyle Trull RV Boat & Storage
2. Permit Clearance Request Sign Offs
 - A. Lennar – Rio Del Oro 17-19
 - B. Richmond Homes – Plumas Lake Phase 8
 - C. Lennar – Northpointe Village 1
3. Cal-Trans Delinquent Assessments – Tracking & Billing.
4. Maintains and Updates District Website Regularly.

Human Resources:

1. Lincoln Financial Retirement Updates & Managing Accounts.
2. Trustee Benefits with ACWA/JPIA – Completed Enrollments
3. Tracked all Training Classes for Employees
4. ACWA/JPIA Suggested - Handbook Revisions – In Progress
5. Vector Solutions – Bundling and Managing Credentials in Vector Solutions

Contract Management:

1. YWA Boundary Grant - Grant Extended
2. TRLIA Goldfields – Maintenance Billing - Ongoing
3. Olivehurst Pump Station – Maintenance Billing – Ongoing
4. FSRP Grant – Started Billing for Reimbursement
5. YWA Pump Station 7 & 9 – Billed out on 1/27/2025 - \$150,000.00
6. 2024 FMAP Grant – Completed Billing
7. YWA Grant – Pump Station 10 River Outfall – Ongoing
8. YWA Grant Levee Storm Drain Replacement Unit 5 – Ongoing
9. Levee Patrol Rehabilitation Grant – Ongoing

Regulatory Compliance:

1. Managing PWC-Certified Payroll 100 Projects online with DIR – Ongoing.
2. Completed Office WPV Inspections twice monthly.

3. Board Packets – Monthly Board Meeting – Assembling, Attendance & Recordings
4. Notary Renewal – Renewal Class & State Test – Completed Class & Test waiting on the results.
5. 2024 Government Compensation Report – In Progress

12. General Manager's Report:

General Manager's Report
March 4, 2025

Administration:

1. **Meetings:** 1/31 Woodside Village 4 pre-planning meeting, OES/YWA operational meetings during storms on 01/31, 02/01, 02/04, 02/04 RD784/TRLIA Board meetings, 2/5 Horseshoe Pipe Replacement Pre-Bid meeting, 02/12 Yuba Co. Parks & Rec. Discussion, 02/19 District Volunteer meeting, and Rotary.
2. 02/25 Vector Solutions Webinar on Bundling & Managing Credentials in Vector Solutions LMS.
3. Plan Reviews/Impact Fee Program:
 - A. Tentative Parcel Map Split at 5557 S. Gledhill Avenue.
 - B. Cell Tower – 3757 Feather River Blvd.
 - C. New Residence - 5874 Cohn Ave.
 - D. Woodside Village 3B – *Cresleigh Homes*
 - E. Trull RV & Boat Storage – 4131 Hazel St. *Draft MOU in review*

Projects:

1. North Beale Commons
2. County Application Routing – Early Consultation for TPM 24-0014 Parcel Split at 5808 Montclair Ave.
3. County Application Routing – Early Consultation for TPM 25-0001 Parcel Split at 5586 Alicia Ave.
4. RD784 Emergency Operations Plan Updates – *In review with Yuba Co. OES*
5. Pump Station 10 outfall – *In design stages*
6. YWA/CITRIS Studies
7. Horseshoe Levee pipe replacements – *CVFPB Authorization Letter WA2024155 received, project out to bid.*
8. Relief Well #11 repairs in Unit 8: *CVFPB Authorization Letter WC2024199 received, IRWM Project Short Form submitted on 02/24.*
9. USACE Utility encroachment correction coordination continues. *New State Enforcement Case #15592 issued to PG&E on 02/12 for unpermitted poles and overhead utilities in Levee Unit 1.*
10. YWA Gauging Stations on the WPIC - *Completed*

11. Cenedella Bend Erosion Site Risk Analysis Study – *DRAFT contract in review*

Regulatory Compliance:

1. Weekly Safety Meetings.
2. Monthly spray use report submitted to County.

Announcements:

1. 2025 ACWA Spring Conference in Monterey, CA May 13-15
<https://www.acwa.com/events/2025-spring-conference-expo/>

13. Board Reports:

No Board Reports

14. Closed Session:

14.1 Public Employee Performance Evaluation – General Manager –

15. Meeting Reconvened:

15.1 Announcement of Reportable Actions Taken in Closed Session –

The General Manager’s evaluation, prepared by Municipal Resource Group LLC, was administered, approved and signed by the General Manager and the RD784 Board President.

16. Board to Consider Increasing General Manager’s Compensation –

Staff provided a salary survey for the Board to consider. Joe Danna moved to increase the General Manager’s Compensation by 15% to \$174,570 annually. Brent Hastey seconded the motion. Motion Carried. **Vote: 5 Ayes (Atwal, Read, Danna, J. Hastey, and B. Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

17. Meeting Adjourned:

The Meeting was adjourned at 11:01am.

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