

| 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 | | | | | |
| Date: April 7, 2020 Time: 10:00am Location: RD784 Teleconference Call | | | | | |
| Scheduled Time | | | Actual Time | | |
| Start | Stop | Total Hours | Start | Stop | Total Hours |
| 10:00am | 12:30pm | 2.5 Hrs. | 10:03am | 11:16am | 1 Hr 13 Min |
| 1. Call to Order | | | | | |
| 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 – Absent, Attorney – Jesse Barton, Present and Engineer - Sean Minard, Present. | | | | | |
| 2. Closed Session: | | | | | |
| A. None | | | | | |
| 3. Open Session: | | | | | |
| 4. Approve Meeting Minutes – Joe Danna moved to approve the Meeting Minutes. Sarbdeep Atwal seconded the motion. Motion Carried. Vote: 5 Ayes (Brown, Read, Atwal, Danna, and Hastey). 0 Nays, 0 Absent, and 0 Abstain. | | | | | |
| 5. Approve Checks and Warrants – Jared Hasted moved to approve the Checks and Warrants. David Read seconded the motion. Motion Carried. Vote: 5 Ayes (Brown, Read, Atwal, Danna, and Hastey). 0 Nays, 0 Absent, and 0 Abstain. | | | | | |
| 6. 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. | | | | | |
| Persons Attending | | | | | |
| 1. Rick Brown- RD784 Board President | | | | | |
| 2. David Read – RD784 Board Vice-President | | | | | |
| 3. Sarbdeep Atwal – RD784 Board Trustee | | | | | |
| 4. Joe Danna – RD784 Board Trustee | | | | | |

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| 5. Jared Hastey – RD784 Board Trustee |
| 6. Patrick Meagher – RD784 Secretary of the Board |
| 7. Kimberly Ford – RD784 Deputy Secretary of the Board |
| 8. Jesse Barton – RD784 Attorney |
| 9. Sean Minard – RD784 Engineer |
| 10. Stuart Hanson - Landowner |
| 11. David Gibb - Landowner |
| <i>Items for Discussion and Possible Actions:</i> |
| <p>7. Board to Consider COVID-19 and Continued District Operations – RD784 is considered essential critical infrastructure and continues to perform regular daily operations. All staff is reminded regularly to practice good hygiene habits, maintain “Social Distancing” as much as possible, and to stay home if feeling unwell. Staff is encouraging administrative assistant Kim Ford to work from home whenever possible until the pandemic is over. Staff also receives weekly emails and participates in webinars that specifically offer information on the ever-changing updates on Coronavirus and the workplace. On March 18, 2020, The President signed the “Families First Coronavirus Response Act” and the “Emergency Paid Sick Leave Act”.</p> |
| <p>8. Board to Consider RD784 Staff Update – Jess McLaughlin started his new position as RD784 Field Superintendent on March 17, 2020.</p> |
| <p>9. Board to Consider CVFPB Request for Horseshoe Levee Mapping Documents – On March 3, 2020, the Central Valley Flood Protection Board contacted staff to let the District know they are working on RD784’s request to turn the Horseshoe Levee over to the State to form a maintenance area. They also requested any maps developed by RD784 or TRLIA that show the protected area of the Horseshoe Levee as part of the process in determining a boundary that receives protection and also for determining costs for O & M. A draft hydro study for the Horseshoe Area was produced, but it was put on hold due to the litigation. Since the District still needed to pursue a 218 assessment for the urban area, the decision was made to continue the work on the 218 for the urban side, but not pursue a Prop 218 assessment on the rural area until the litigation was resolved. Thus, work stopped on the hydro study for the rural side. The settlement required the de-annexation of the certain properties, so additional work on the hydro study was further postponed. After discussing the matter with the Board late last year, on what to do now with the rural side, the Board decided to start the process to return the rural side to the State rather than pursue a 218 for the rural side. Since starting the process to return the rural side to DWR, CVFPB has asked whether the District has the hydro study. Rather than have the District pay DWR to develop a whole new hydro study, the District decided to ask MBK to finish the hydro study and turn that study over to DWR. The finalized hydro study dated March 25, 2020 was sent to CVFPB on March 27, 2020.</p> |
| <p>10. Board to Consider Reclamation District 817 Letter Sent to the CVFPB Requesting to be Included in the Possible Formation of a State Maintenance Area in the Horseshoe Levee System – On March 27, 2020, RD784 received a copy of a letter from Reclamation District 817. RD817 maintains a part of the rural basin levee system also known as the “Horseshoe” levee. The RD817 portion of the Horseshoe levee begins where the RD784 levee unit 6 ends at levee mile 0.25 just west of Forty Mile Rd.</p> |

11. Board to Consider USACE Draft Routine Inspection and Preparation of a Letter of Intent (LOI) and System-Wide Improvement Framework Program (SWIF) for the Urban Levee –

On March 3, Staff received a copy of the DRAFT USACE Routine Inspection results. An email from the USACE dated March 3, 2020 states the overall system is in good condition with zero deficiencies identified as “likely to prevent performance in the next flood event”. However, out of the approximately 392 items documented in the inspection report, there were 21 items that were rated unacceptable in the previous periodic inspection from 2010 that were still observed to still be unacceptable in 2019, which are all multi-decade old encroachments that include items such as unpermitted utility power poles, overhead wires, conduits, pipes, orchards, and fences. Multiple unacceptable items from the 2010 Periodic Inspection were addressed by TRLIA and RD784 and were acknowledged as “Resolved” during the 2019 inspection. However, there are still persisting (mostly utility) encroachment issues throughout the District that remain to be addressed, including 15 new unacceptable issues documented during the 2019 inspection which are also encroachment related.

According to a USACE officials, the urban levee system will likely receive an unacceptable rating when the final inspection is released this summer unless unaddressed encroachment issues documented during the 2010 Periodic Inspection are corrected before the final inspection report comes out in June or July this year. Staff, TRLIA, MHM Engineers, and the Central Valley Flood Protection Board are currently working diligently together with the intent of completing as many corrections as possible in order to try and change the current unacceptable rating to at least a “Minimally Acceptable” rating or better. Several “Corrective Action” request letters have been sent out to all utilities who own unacceptable encroachments while RD784 field crews work on correcting newly rated unacceptable items such as abandoned pole removals, fencing too close to levees, etc. Staff, MHM, and TRLIA communicate weekly via teleconference and discuss corrective action updates that will be submitted to the USACE.

The District currently maintains an active P.L. 84-99 status with the USACE and in order to remain active, a Letter of Intent (LOI) followed by submission of a System-Wide Improvement Framework Program (SWIF) coordinated by MHM Engineering will be required if the USACE decides not to change the rating to at least an M. Staff recommends preparation of a Letter of Intent followed by a SWIF concurrently with ongoing corrective actions just in case the rating is not upgraded. Jared Hastey moved to authorize the RD784 General Manager to proceed with the LOI and SWIF preparation and to authorize him to sign those documents. Sarbdeep Atwal seconded the motion. Motion Carried. **Vote: 5 Ayes (Brown, Read, Atwal, Danna, and Hastey). 0 Nays, 0 Absent, and 0 Abstain.**

12. Board to Consider Preparation of a Letter of Intent and SWIF for the Horseshoe Rural Levee System –

The current FMAP programs included funding for MHM to create and submit an LOI and SWIF to address items from the 2010 USACE Periodic Inspection. Staff recommends moving forward with the LOI and SWIF. Joe Danna moved to authorize the RD784

General Manager to proceed with the LOI and SWIF preparation and to authorize him to sign those documents. Sarbdeep Atwal seconded the motion. Motion Carried. **Vote: 5 Ayes (Brown, Read, Atwal, Danna, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

13. Board to Consider DWR Spring Levee Inspection Update –

The 2020 Spring levee inspection was conducted by DWR on March 10. The inspector verbally concluded at the end that there were no issues and that the rural and urban levee sections are looking very good. The final inspection report is due sometime later this summer.

14. Board to Consider DWR Utility Crossing Inventory Program (UCIP) Update and Replacement of Drainage Pipe at the Horseshoe Levee in Unit 3B at LM 4.66 –

DWR announced during the March 5 Local Maintaining Agency coordination meeting that the condition of existing storm drain-pipes that penetrate through the levee will now be a factor when determining the inspection ratings of each levee unit, rather than continuing to be rated as stand-alone pipe encroachments. The change was initially scheduled to go into effect in the Fall of 2017 but was postponed by DWR in order to allow LMA's across the region to finish highwater cleanup and repair efforts. The District replaced one of two unacceptable rated pipes in the rural Horseshoe section of the levee system last year in Unit 5 at LM 2.47. The second pipe that is rated "unacceptable" is in Unit 3b at LM 4.66. However, at this time, staff is pursuing the replacement of a pipe in Unit 5 at LM 2.04 instead. MHM has determined this particular location is more critical than the Unit 3b pipe.

The pipe replacement project in Unit 5 at LM 2.04 is planned for this summer and will be funded through the 2020 FMAP program. Staff recommends also replacing the unacceptable rated pipe in Unit 3b at LM 4.66 at a later time by asking YWA for funding to cover the project cost which is estimated at \$600,000.00. So far staff has submitted a Project Information Form to the Integrated Regional Water Management Plan group (IRWMP) as the first required step toward asking for YWA grant funding.

15. Board to Consider Participation in the 2020/2021 FMAP (Flood Maintenance Assistance Program) –

The DWR 2020-2021 funding Letter of Intent has been submitted to DWR. Under the proposed agreement, the District is eligible to receive a total of \$1,075,000 for both urban and rural basins with the possibility of up to an additional \$125,000.00. The FMAP program will fund vegetation management, rodent control, debris and obstruction removal, maintenance of levee crown road and ramp repairs, pipe replacement, preparation of USACOE Letter of Intent and SWIF, and engineering reports to secure sufficient funding and other basin specific maintenance activities. Staff is requesting authorization for the General Manager to sign the DWR Funding Agreement when MHM is finished with all document preparations. David Read moved to authorize the General Manager to sign the FMAP 2020-2021 agreement. Sarbdeep Atwal seconded the motion. **Vote: 5 Ayes (Brown, Read, Atwal, Danna, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

16. Board to Consider Endorsing the CVFPB Permit for the Hallwood Side Channel and Floodplain Restoration Project –

YWA has partnered with the USFWS and Teichert to implement the Hallwood Side Channel Project. Construction of Phase 1 began last year and is expected to be completed by the end of 2020. YWA and the USFWS are requesting RD 784 and the MLC to endorse the encroachment permit application for Phase II of the project which is anticipated to start construction in 2021. Staff is asking authorization to endorse the permit at a later date after MHM has completed all document review and preparation. Sarbdeep Atwal moved to endorse the permit at a later date after MHM has completed all documents, Review and Preparation. Joe Danna seconded the motion. Motion Carried. **Vote: 5 Ayes (Brown, Read, Atwal, Danna, and Haste), 0 Nays, 0 Absent, and 0 Abstain.**

17. Board to Consider Goldfields Levee Improvement Project Update –
On February 28, 2020, the Central Valley Flood Protection Board approved the Permit No. 19463 to construct approximately a 2.6-mile levee extension beginning at the upstream terminus of the Yuba River South Levee (YRSL). The new levee extension will extend the current federal levee system to high ground. The project starts at the YRSL and is loosely bounded by the Yuba Goldfields to the north, Hammonton-Smartville Road to the south, Apex Lane to the west, and Hammonton Road to the east in Yuba County. The project is currently in the bid stages and is expected to break ground sometime in May or June.

18. Board to Consider Budget Snapshot –
Monthly Budget snapshot through March 30, 2020 was presented to the Board.

Field Manager's Report:

Field Manager's Report
April 7, 2020

Maintenance and Projects Completed

Unit 1

1. Hauled trash and abandoned shopping carts.
2. Painted over Graffiti on blocks and K-Rail at LM 1.80 and 2.05.
3. Sprayed levee crown and ramps.
4. Smoked squirrel holes on the landside at LM 1.70.
5. Placed and loaded squirrel bait stations.
6. Repaired/Cleaned/ or Replaced Levee Mile Marker Paddles.
7. Weedeated a fire breaks adjacent to rear yard fences throughout this unit.
8. Removed older section of pipe fence @ sycamore gate and replaced damaged post @ newer pipe fence.

Unit 2A

1. USACE Corrections – Repair foot waterside foot path at LM 0.35.
2. Sprayed levee crown and ramps.
3. Repaired/Cleaned/ or Replaced Levee Mile Marker Paddles.
4. Placed more concrete blocks along the waterside toe to keep unauthorized vehicles out.

Unit 2B

1. Pump Station 2
 - Backup generator exercised on 3/9 and 3/23.
 - Sprayed the waterside outfall channel service road and weedeated the slopes.
 - Exercised valve positive closure devices.
2. Sheep and goats grazed.
3. Sprayed along the levee crown, ramps, and V ditches.
4. Placed and loaded squirrel bait stations.
5. Trimmed back brush along the waterside toe from LM 9.30 – 10.30.

Unit 3A

1. PS #6
 - Backup generators exercised on 3/9 and 3/23.
 - Exercised valve positive closure devices.
2. Sprayed the levee crown and ramps.
3. Weedeated the waterside toe and around gates under the Hwy 70 Bridge.

Unit 4

1. Sprayed the levee crown and ramps from LM 4.00 – 5.84.
2. Mowed the levee crown and slopes from LM 5.50 – 6.34.

Units 3B/ 5 / 6 (Horseshoe Levee)

1. Pre-Storm checks around all rural levee units and checked all waterside flap gates.
2. Mowed levee crown, ramps, and toe.

Unit 7

1. USACE Corrections – Repair landside foot path at LM 0.20.
2. Removed and replaced a jammed levee lock at the end of the levee unit at LM 3.96.
3. Placed and loaded squirrel bait stations.
4. Mowed the levee crown, ramps, and toe roads.
5. Weedeated a fire break behind the rear yards from LM 0.20 – 0.60.
6. Placed more concrete blocks along the waterside toe to keep unauthorized vehicles out.

Unit 8

1. Weedeated and mowed around the North Unit 8 detention basin.
2. Cleaned out and sprayed along the landside concrete V Ditches.

Unit 9

1. Pump Station #3
 - The backup diesel generator was exercised on 3/9 and 3/23

2. Grouted squirrel holes on the landside slope from LM 2.30 – 5.60.
3. Smoked squirrel holes on the landside at LM 3.95.
4. Sprayed levee crown and ramps from LM 0.00 – 1.20.
5. Placed and loaded squirrel bait stations.
6. Mowed the landside toe from LM 4.00 – 5.00.
7. Repaired/Cleaned/ or Replaced Levee Mile Marker Paddles.
8. Burned brush piles on the waterside toe at LM 3.00.

Drainage Laterals and Detention Basins

1. Pre and post storm checks around the entire internal drainage system completed.
2. Removed sucker trees and weeded along Linear Pond 18.
3. Weedeated/mowed in and around the Cal Trans Detention Basin, along Laterals 13, 14, 15 (S),
4. Repaired ruts along the Linear Pond 16 service roads.
5. Sprayed along the Lateral 13 service road.
6. Burned brush piles at Linear Ponds 16 and 20.
7. Mowed the RD784 Lot at the south end of Lateral 16 next to the Linda Fire Station.
8. Replaced signage Lateral 15 south.

Shop, Office, Fleet Vehicles, and Equipment

1. Shop generator was exercised on 3/9 and 3/23.
2. Vehicles and equipment serviced and/or repaired as necessary.

Safety / Training

1. Administered weekly safety meetings and misc. SDS sheet reviews.

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. Cleaned up trash and debris out of the Anderson Mitigation Site.
3. Weedeated and cut sucker trees out of the Chestnut Basin.
4. Exercised the valve positive closure devices at Pump Stations 9, 10, and the Olivehurst Pump Station.
5. Repaired the Pump Station 10 overhead pole light.
6. Mowed the Goldfields Training Wall as per Request of TRLIA.

Administrative Assistant's Report:

Administrative Assistant Monthly Report April 7, 2020

Accounting:

1. Budget Update
2. Reconciliations
3. Payroll Calculations and Submittal

Clerical/Office:

1. Impact Fees – UPS Store, River Oaks South Villages 1,2,3.
2. Permit Clearance Request Sign Offs
 - A. DR Horton
 - B. Capital Valley
 - C. Lennar Homes
3. Scanning & Receiving Assessment Payments, then sending to Megan@ LWA
4. New Field Superintendent – New Hire Paperwork, Payroll, Benefits

Contract Management:

1. 2018-2019 FMAP OMRR&R Agreement
2. 2019-2020 FMAP OMRR&R Agreement
3. DMP Agreement
4. Nor-Cal Pipeline
5. Gregory Livestock

Regulatory Compliance:

1. GSRMA RMAP Program Submittal – Application and Supporting Documents
2. State Controller’s Office – Financials – Preparing for Annual Survey
3. Attended Webinar – Downey Brand
4. Telephone Meeting with Patricia Eyres – COVID 19 Human Resources

Projects:

1. Audit 2018-2019 - Pending
2. DWR Grant Process – DMP Reimbursement – Submitted 1st Invoice.
3. 2018-2019 FMAP – DWR - Billing - Submitted
4. Streamline ADA Compliant – Working to learn new website functions
5. Worked with Alliant to set-up Working from Home

Contacts:

Daniel @ Paychex, Sam Taylor @ GSRMA, Jesse Barton @ Gallery & Barton, Sean Minard @ MHM, Jolie Turk @ YC Treasurer’s, Luke and Wesley@ Alliant, Jason Little @ DWR, Kyle Sanchez @ MHM, Tiffany Shacklett @ HMS, Sloane Dell Orto and Chris Evans @ Streamline, Megan Jonsson @ LWA, Jennifer Jensen @ Jensen Smith CPA’s, Wesley and Jason @Alliant Networking.

General Manager’s Report:

General Manager’s Report
April 7, 2020

Administration:

1. Approved employee time off requests and task scheduling.

2. Attended meetings - [Project Follow-Ups at MHM, CVFPB Coordinating Committee, Cal OES teleconference on COVID-19, GSRMA Webinar on Remote Public Meetings, Downey Brand Webinar on Current Family and Medical Leave Act, and Rotary]
3. New Field Superintendent Jess McLaughlin hired.
4. Impact Fee Program
 - A. River Oaks South Villages 1, 2, & 3.

Project Management:

1. USACE corrections (Ongoing)
2. IRWMP grant application work.
3. Urban Pipe video inspection RFP coordination – Final formatting corrections submitted to DWR. Pending final correspondence.
4. DWR Deferred Maintenance Program:
 - A. Pipe inspections project – Horseshoe levee pipes, pending final review by DWR.
 - B. Steel Walkway in Unit 5, LM 2.47 – Fabrication started.
5. FMAP Contracts – Grant for Fiscal Year 2018/2019 (Billing), 2019/2020, and 2020/2021.
6. Unit 4 Patrol Road Cracks:
 - A. Blackburn Draft report completed. (Pending final review by HDR)
7. YWA Grant Projects: IRWMP applications submitted to DWR by IRWMP consultants – Pending outcome.
8. Relief well studies – Blackburn Consulting.

Regulatory Compliance:

1. Monthly pesticide spray use report submitted on-line to the County.
2. Accompanied DWR during the 2020 Spring Levee Inspection.
3. Updated SDS (Safety Data Sheets) and MSDS (Material Safety Data Sheets) binder.
4. Updated compliance programs (Ongoing)
5. Training: [On-line Anti-Harassment for Supervisors, Ethics Training, SEMS/NIMS/ICS, COVID-19].

Meeting Adjourned:

Meeting was adjourned at 11:16am

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