

BOARD MEETING MINUTES			RECLAMATION DISTRICT 784		
1594 Broadway Street					
Arboga, CA 95961-8821					
Meeting Description: Reclamation District No. 784 Board of Trustee’s Board Meeting This Meeting was held Via Teleconference and In Person					
Date: May 2, 2023 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	11:08am	1 Hr 8 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, Board Secretary - Patrick Meagher - Present, Deputy Board Secretary - Kimberly Ford, Present, Field Superintendent - Jess McLaughlin - Present, Attorney - Jesse Barton, Absent, and Engineer - Sean Minard, Absent.					
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. Jared Hastey seconded the motion. Motion Carried. Vote: 5 Ayes (Atwal, Read, Danna, Hastey, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.					
5. Approve Checks and Warrants – Brent Hastey moved to approve the Checks and Warrants. Jared Hastey seconded the motion. Motion Carried. Vote: 5 Ayes (Atwal, Read, Danna, Hastey, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.					
6. Board to Consider Authorizing TRLIA Reimbursement Repayments – Brent Hastey moved to authorize TRLIA Reimbursement Repayments. Jared Hastey seconded the motion. Motion Carried. Vote: 5 Ayes (Atwal, Read, Danna, Hastey, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.					
7. Board to Consider Endorsing a Central Valley Flood Protection Board Permit Application for Proposed Levee Exploration Locations – Brent Hastey moved to endorse a Central Valley Flood Protection Board permit application for proposed levee exploration locations along the southern portion of the Feather River East Levee in unit 2b as part of the TRLIA Climate Resiliency Project					

design process after MHM completes the review. Jared Hastey seconded the motion. Motion Carried. **Vote: 5 Ayes (Atwal, Read, Danna, Hastey, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

8. Board to Consider Approving the Olivehurst Pump Station Contract Renewal –
Brent Hastey moved to approve the 3-year Olivehurst Pump Station contract renewal in the amount of \$45,000.00 (\$15,000.00 Annually). Under the agreement, RD784 will continue to operate and maintain the Olivehurst Pump Station on behalf of the County of Yuba. Jared Hastey seconded the motion. Motion Carried. **Vote: 5 Ayes (Atwal, Read, Danna, Hastey, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

9. Board to Consider Adopting Resolution 2023-05-01 and Authorizing the GM to Sign a Letter of Intent to Participate in the DWR Flood System Repair Project and Receive State Cost-Share Funds –
Brent Hastey moved to adopt Resolution 2023-05-01 and to authorize the GM to sign the letter of intent to participate in the DWR Flood System Repair Project and receive State Cost-Share funding for levee crown and access road rehabilitation projects where needed. Jared Hastey seconded the motion. Motion Carried. **Vote: 5 Ayes (Atwal, Read, Danna, Hastey, and 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. John Mallen – RD784 Engineer**
- 9. Jess McLaughlin – RD784 Field Superintendent**
- 10. Scott Brown – LWA Consultants**

Items for Discussion and Possible Actions:

10. Board to Consider Approving an LWA Agreement for Assessment Roll Administration Services for FY 2023-2024 –
Scott Brown from LWA Consultants gave a presentation. LWA proposes to continue assessment roll administration services on behalf of RD784 beginning July 1, 2023 – June 30, 2024. The scope of services will include landowner inquiries, TRRIA payment administration, direct bill tracking, delinquency notices, assessment roll updates, and preparation, direct bill preparation, and a contingency fund. Jared Hastey moved to approve the LWA Agreement for a period of performance starting July 1, 2023 – June 30, 2024. David Read seconded the motion. Motion Carried. **Vote: 5 Ayes (Atwal, Read, Danna, Hastey, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

11. Board to Receive Information on 2023 ACWA Elections and Consider Nominating a Candidate –
The Region 2 Nominating Committee is looking for ACWA members who are interested in leading the direction of ACWA Region 2 for the 2024-'25 term, which is comprised of Chair, Vice Chair, and up to five Board member positions. The members of the Region 2 Board determine the direction and focus of regional issues and activities. Additionally, they support the fulfillment of ACWA's goals on behalf of members and serve as a key

role in ACWA’s outreach efforts. In a separate but concurrent process, ACWA’s election Committee has also announced its call for candidates for ACWA President and Vice President. If a District Trustee is nominated for either Board, staff will prepare the necessary candidate nomination forms and resolution for adoption at the June 6, 2023 regular Board meeting. No nominations were made.

12. Board to Consider Approving Updated Non-Exempt Employee Pay Scales and Amend Language in the Employee Handbook –

The current non-exempt employee pay scale was approved at the July 5, 2022 Board meeting. Staff conducted a wage survey and recommended updating the District’s pay scales. Section V, letter J in the employee handbook currently states: “If approved by the Board, cost of living raises will only be granted to employees who are beyond the fifth step of their salary range”. Staff recommended amending the language to say: “If approved by the Board, annual cost of living raises may also be granted *in addition* to annual merit/step raises”. If approved, the new pay scales would become effective immediately and would apply to new hires and existing staff on their next raise anniversary date. Brent Hastey moved to approve the updated pay scale in addition to the staff recommended 3.75% COLA increase. David Read seconded the motion. Motion Carried. **Vote: 5 Ayes (Atwal, Read, Danna, Hastey, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

13. Board to Receive an Update on the Pump Station 3 Pipe Repair Project –

Staff presented a proposal received from T & S Construction to complete repairs on the Pump Station 3, line #3 outfall pipe. Since no bids were received during the public bid process that took place during the month of March, direct contracting to T&S Construction was authorized in the amount of \$499,275.00. Brent Hastey moved to authorize the General Manager to proceed with the proposal and repairs. Jared Hastey seconded the motion. Motion Carried. **Vote: 5 Ayes (Atwal, Read, Danna, Hastey, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

14. Board to Receive the Monthly Budget Snapshot –

The Board received the Monthly Budget Snapshot for the month ending April 30, 2023.

15. Closed Session:

A. Conference with Real Property Negotiators

Property: APN 016-060-037-000

Negotiating Party: RD784/ General Manager

Under Negotiation: Price and Terms of Sale

No Reportable Action

Field Manager’s Report:

Field Manager's Report

May 2, 2023

Maintenance and Projects Completed

Unit 1

1. Pre-Storm checks around all urban levee units.
2. Vegetation Abatement Shad Road entrance.
3. Riverside Avenue gate structures painted.
4. LM 1.60 and 1.80 vegetation abatement.
5. LM 1.90 vegetation abatement.
6. Riverside and Garden Road flats and block line vegetation abatement.
7. LM 1.30, 1.00 and 0.00 vegetation abatement of gate structures.
8. LM 1.60, 1.80 elderberry locations - vegetation abatement.
9. Tractor mowing of crowns, ramps, and service roads.

Unit 2A

1. Pre-Storm checks around all urban levee units.
2. Island Road gate structure painted.
3. LM 1.00 vegetation abatement.

Unit 2B

1. Pump Station #2
 - Backup generator exercised on 4/03 and 4/17.
 - Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
 - Trash rack debris removal.
2. Pre-Storm checks around all urban levee units.
3. Spraying in front of PS 2 gates.

Unit 3A

1. PS #6
 - Backup generators exercised on 4/03 and 4/17.
 - Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
 - Trash rack cleaning.
2. Pre-Storm checks around all urban levee units.
3. Block line and gate structures painted adjacent to PS 6.
4. Vegetation abatement of L/S elderberry shoots.
5. Weed eat gate structure entrance adjacent to Hwy 70.

Unit 4

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

2. LM 4.00-4.50 mowing of crowns.
3. Spray all crowns 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. Units 3b, 5 and 6 mowing of crowns.
3. Remove rock from flap gate in unit 5.

Unit 7

1. Pre-Storm checks around all urban levee units.
2. LM 0.00 debris cleanup.
3. Replace Levee marker LM 0.25.
4. LM 1.20-3.90 Spraying of crowns.
5. LM 0.00-3.90 tractor mowing of crowns and flats.

Unit 8

1. Pre-Storm checks around all urban levee units.
2. Tractor mowing of flats.

Unit 9

1. Pump Station #3
 - The backup diesel generator was exercised on 4/03 and 4/17.
 - Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
2. Pre-Storm checks around all urban levee units.
3. Rich Road gate structure painted.
4. Star bend entrance ramp rut repair.
5. Vegetation abatement of wrought iron fence line.
6. Repair Country club and Anderson gate tabs (reweld)
7. Tractor mowing of crowns throughout the unit.

Goldfields

1. Pre-Storm checks around all urban levee units.
2. Vegetation abatement of all gate structures.
3. Tractor mowing of ramps, and crowns throughout the unit.
4. Weed eat all gate structures.
5. Vegetation abatement of L/S block line.

Drainage Laterals and Detention Basins

1. Wheeler Basin gate structure painted.
2. Tractor mowing Wheeler Basin flat areas.
3. River Oaks Detention Basin fence line vegetation abatement.

4. Spaying of lateral 15 south.
5. Pond 18 wrought iron gate repair.
6. Lat 15 (S) vegetation abatement of school fence.
7. Wheeler basin entrance vegetation abatement.
8. River Oaks Detention Basin weed eating against CMU block walls (North and South) and wrought iron fencing.
9. Tractor mowing of Woody's service road.
10. Vegetation abatement of Cal Trans Basin.
11. Tractor mowing of Ella basin (North and South) service roads.
12. Ella Basin weed eating of block line (North and South).

Shop, Office, Fleet Vehicles, and Equipment

- Shop generator was exercised on 4/03 and 4/17.
1. Deep cleaning of the Shop, office, and equipment to further prevent any potential exposure to COVID-19.
 2. International water truck picked up from Riverview International.
 3. Repair water truck faucet on south/west corner of shop.
 4. Pickup Billy Goat mower from MJB.
 5. Vegetation abatement of front yard and ditch bank.
 6. Repair south corner shop faucet.
 7. Spray rig maintenance of all filters.
 8. PBM, spray tank change out on 2016 F-350.

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. College Conex area mowing, vegetation abatement and air exchange.
3. Lubricate district locks (All)
4. Relief well monitoring units 8, 2b and 9.
5. CDF, lateral 16 removal of sucker trees across from fire station working toward pond 16.
6. Olivehurst PS vegetation abatement inside and outside to include gate structures.
7. Spaying of PS 4, 5, 7, 9 and 10
8. VRF #1 submittal (waiting for approval).
9. Meet with CPM at PS 3 (pump 3).
10. DWR spring inspection.

Administrative Assistant's Report:

**Administrative Assistant Monthly Report
May 2, 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 Gracey @ County – Ongoing
7. Board Packets – Monthly Board Meeting – Assembling and Attendance
8. Reimbursement Program for Developers and TRLIA - Tracking and Meetings
9. QuickBooks Benefit Assessment Tracking Transition – Ongoing
10. Audit Preparation and Meetings with Accountant and Calls with Auditor- Pending

Clerical/Office:

1. Impact Fees & Plan Check Fees
 - A. Lennar – Northpointe Village 2
 - B. Five Star Properties – 5564 Arboga Road
2. Permit Clearance Request Sign Offs
 - A. Lennar – River Oaks North Village 2
 - B. Cresleigh Homes – Meadows 2
 - C. KB Homes – Cobblestone Phase 7
 - D. Richmond Homes – Thoroughbred Acres
 - E. Generation Communities – Draper Ranch 2

Human Resources:

1. GSRMA Application – RMAP Program – Provided Requested Documents to GSRMA
2. Termination Paperwork – Sam Santillan
3. Field Crew Worker Position – Newspaper Ad and Interview Set-ups.

Contract Management:

1. 2022-2023 FMAP Grant – On-Going
2. YWA/DWR IRWMP Grant – On-Going
3. YWA Boundary Grant - Grant Extended
4. TRLIA Goldfields – Maintenance Billing - On-Going
5. Olivehurst Pump Station – Maintenance Billing – On-Going – New Contract Renewal - Pending
6. Chestnut Pond Watershed Improvements – Billing – On-Going

Regulatory Compliance:

1. Managing PWC 100 Projects
2. GSRMA – Estimated Payroll Questionnaire for Insurance Estimates.
3. Prepare for Special Board Agenda – Duke's Diner

Contacts:

Gracey Copelin @ Yuba County – YCDS, Mark Fowler @ Atteberry Searle, Elisa @ Paychex, Jesse Barton @ Gallery & Barton, Jolie Turk @ YC Treasurer, Jason Little @ DWR, Patrick Soper @ LWA, Eric @ Alliant Networking, Jennifer Jensen @ Auditor's, Kyle Close – Permit Runner, Russ Powell @ EPS, and Andrea Chapman – Sage/Master Builder.

General Manager's Report:

General Manager's Report
May 2, 2023

Administration:

1. Meetings: 04/04 RD784 Board Meeting, 04/06 TRLIA Climate Resiliency Project design meeting, 04/06 YWA Center for Smart Infrastructure Informational meeting, 04/10 pre-appraisal discussion regarding the District surplus lot at Heartland Dr. and River Oaks Blvd., 4/10 FR RFMP Steering Committee, 04/18 TRLIA Climate Resiliency Project design meeting, 4/20 DWR River gauge discussion, 04/24 CVFPB SWIF review, Weekly Flood/Weather Awareness Meetings, Staff Meetings, and Rotary.
2. Reviewed Field Worker job applications.
3. Approved employee time off requests and task scheduling.
4. Plan Reviews/Impact Fee Program:
 - A. Duplexes at 5564 Arboga Rd. – Five Star Properties
 - B. Northpointe Village II – *Lennar*
 - C. Trull RV & Boat Storage – 4131 Hazel St. – MHM completed 2nd review, new comments for outstanding items were forwarded to owner on February 22, 2023. The owner provided a response to MHM second comments on April 3, 2023 and were forwarded to MHM for review.
 - D. TRLIA Climate Resiliency Project:
 - 65% Design of Feather/Lower Bear (GEI)
 - 65% Design of WPIC Wind Wave Buffer (GEI)
 - 90% Design of Yuba, WPIC, Upper Bear, and Goldfields (HDR)

Projects:

1. Review draft supplement to standard O&M manual.
2. Pump Station #3, Pump No. 3 motor ramp up time adjusted.
3. TRLIA/RD784 land transfer reviews - Working on Cal-Trans Detention Basin, Bear River Levee North and South Ponds, Brophy Rd detention basin and 1034 detention basin.
4. Lindhurst Avenue/ Chestnut Pond drainage improvements (County Project).
5. Urban levee boundary adjustments – MHM/Yuba LAFCO (Application in review with LAFCO).
6. USACE SWIF – Draft submitted to the CVFPB in February, 2023, first comments received in April.

7. Utility encroachment correction coordination continues.

Regulatory Compliance:

1. CPR/First Aid/AED - GM recertification
2. Monthly pesticide spray use report submitted on-line to the County.
3. Weekly Safety Meetings.

Announcements/Updates:

- A. The GM will be out of state on Thursday, May 4 and Friday, May 5.

Meeting Adjourned:

The Meeting was adjourned at 11:08am.

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