

**SPECIAL BOARD MEETING MINUTES** **RECLAMATION DISTRICT 784**

1594 Broadway Street  
Arboga, CA 95961-8821

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

**Date:** December 6, 2023 **Time:** 11:00am **Location:** Reclamation District 784 Office

Scheduled Time			Actual Time		
Start	Stop	Total Hours	Start	Stop	Total Hours
10:00am	12:30pm	2.5 Hrs.	11:00am	11:33am	33 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 - 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 –**

Jared Hastey moved to approve the Board Meeting Minutes. Joe Danna 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 –**

Jared Hastey moved to approve the Checks and Warrants. Joe Danna 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 2023-12-01 to Accept DWR 2023-2024 FMAP Funds –**

Jared Hastey moved to approve the Resolution 2023-12-01 Accepting the DWR 2023-2024 FMAP Funds. Joe Danna seconded the motion. Motion Carried. **Vote: 5 Ayes (Atwal, Read, Danna, J. Hastey, and B. Hastey). 0 Nays, 0 Absent, and 0 Abstain.**

**7. Board to Consider Providing a Letter of Support to the County of Yuba for Grant Funding Under the Caltrans Sustainable Transportation Planning Grant Program –**

Jared Hastey moved to authorize the Letter of Support to the County of Yuba for Grant Funding Under the Caltrans Sustainable Transportation Planning Grant Program. Joe Danna 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 President of the Board**
- 2. David Read – RD784 Vice-President of the Board**
- 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 – Deputy Secretary of the Board**
- 8. Tina Moore – RD784 Field Superintendent**
- 9. Alexis Stevens – Somach, Simmons & Dunn Law Firm**

**Items for Discussion and Possible Actions:**

**8. Board to Receive Information on the Appointment of Brent Hastey and Jared Hastey to Four Year Terms Starting December 2023 Through December 2027 –** Brent Hastey and Jared Hastey were appointed to the RD784 Board on October 24, 2023 by the Yuba County B.O.S., then sworn in by the Clerk of the Board during the month of November 2023. No further action is required.

**9. Board to Consider Postponing the Regular January 2, 2024 Board Meeting Until Wednesday, January 10, 2024 and to Receive 2024 Meeting Schedule –** Jared Hastey moved to approve the postponement of the Regular Board Meeting scheduled for January 2, 2024. The new Special Board Meeting will be held on Wednesday, January 10, 2024 @ 10:00am. 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.**

**10. Board to Select Chair and Vice-Chair for 2024 –** Brent Hastey moved to appoint Sarbdeep Atwal as the RD784 Board President and David Read as the RD784 Board Vice-President. 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.**

**11. Board to Receive Monthly Budget Snapshot –** The Board of Trustees were presented with the Monthly Budget Update Through November 30, 2023.

**12. Closed Session:**

**Conference with Legal Counsel – Anticipated Litigation – Initiation of Litigation pursuant to paragraph (4) of Subdivision (d) of Section 54956.9. One case. –** The Board decided to initiate litigation. Details on the litigation will be available upon request once commenced.

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

Field Manager's Report  
December 6, 2023

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Maintenance and Projects Completed

Unit 1

1. Vegetation abatement around gate structures.
2. Grout squirrel holes L/S L/M 1.50 - 1.72.
3. Graffiti removal on blocks.
4. Debris removal.

Unit 2A

1. Vegetation abatement inside & outside of pump station 9.
2. Vegetation abatement around gate structures.
3. Trim back low hanging branches on W/S.
4. Grout squirrel holes L/S, L/M 2.34.

Unit 2B

1. Pump Station # 2 backup generators exercised on 11/14 & 11/27.
2. Exercise slide gate.
3. Vegetation abatement around gate structures.
4. Removed beaver obstruction at PS 2 outfall.

Unit 3A

1. Pump Station #6 Backup generators exercised on 11/14 & 11/27.
2. Exercised slide gate at levee crown.
3. Vegetation abatement around gate structures.

Unit 4

1. Vegetation abatement around gate structures.

Units 3B/ 5 / 6 (Horseshoe Levee)

1. Checked waterside flap gates weekly.
2. Exercised slide gates at levee crown.

Unit 7

1. Vegetation abatement around gate structures.
2. Debris Removal.

Unit 8

1. Vegetation abatement along concrete V-Ditch.

Unit 9

1. Pump Station #3 Backup generator exercised on 11/14 & 11/27.
2. Grout squirrel holes L/S, L/M 2.50.

#### Goldfields 200-year Levee

1. Exercised slide gate.
2. Vegetation abatement around gate structures.

#### Drainage Laterals and Detention Basins.

1. Vegetation abatement lateral 8, 9, 10, 11, 12, 13 (N & S), 14, 15(S), 15/17 crossing 16.
2. Vegetation abatement Cal Trans Basin.
3. Monitor pond 16 & 20 for beaver activity.

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

1. The shop generator was exercised on 11/14 & 11/27.
2. Serviced 2018 water truck.
3. Replaced batteries in John Deere Backhoe.
4. Repaired lights on 2014 dump trailer & portable toilet.

#### Safety / Training

1. Administered weekly safety meetings: Emergency Action Plan, On-Call Procedures, Pepper Spray & Emergency Defibrillator.
2. 11/28 Flood Fight Training.

#### 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. Annual Flood Fight Training.
3. Replace tires on disk.
4. Reconstruct shop yard concrete washout.
5. Reinstalled north pump at PS 5 (CPM).

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

## **Administrative Assistant Monthly Report December 6, 2023**

### **Accounting:**

1. Budget Updates
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. Receiving Assessment Payments.
11. Preparing for the 2022-2023 Audit – Gathering & Researching Documents – Tiffany Shacklett & Jennifer Jensen.
12. Preparing to Close-Out Calendar Year 2023 Payroll.

### **Clerical/Office:**

1. Impact Fees & Plan Check Fees
  - A. 5518 South Gledhill – Mauro Vargas
2. Permit Clearance Request Sign Offs
  - A. KB Homes – Cobblestone Phase 7
3. Cal-Trans Delinquent Assessments – Tracking
4. Lateral 16 Vacant Land Lot F – Harshmir Kaur Gill and Brandon Keesee

### **Human Resources:**

1. Workman’s Compensation Claim– Robert Avila – On-Going
2. Set-up and Implemented a new Workman’s Comp & Pre-Employment Clinic – Regency Urgent Care  
Clinic – Afato Medical Group

### **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
6. Chestnut Pond Watershed Improvements – Billing – On-Going
7. FSRP Grant – Executed 10/26/2023.
8. Preparing for 2023-2024 FMAP Grant

### **Regulatory Compliance:**

1. Managing PWC 100 Projects online with Department of Industrial Relations – On-Going
2. Flood Fight Training Event was held on 11/28/2023.

### **Contacts:**

Gracey Copelin @ Yuba County – YCDS, Mark Fowler @ Atteberry Searle, Aaron @ Paychex, Jesse Barton @ Gallery & Barton, Jolie Turk @ YC Treasurer, Patrick Soper @ LWA, Joseph Nyguen @ LWA, George and Jonathan @ Alliant Networking, Jennifer Jensen @ Auditor’s, Kyle Close – Permit Runner, Veronica Cobian – ACWA, Veronica Gonzalez – KB Homes, Jaheesha @ GSRMA, and Tracey @ GSRMA.

## ***15. General Manager’s Report:***

General Manager's Report  
December 6, 2023

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**Administration:**

1. Meetings: 11/07 RD784 Board meeting, 11/13 FR RFMP Steering Committee, 11/26 RFMP Steering Committee, 11/16 County Operation Slow Rise Workshop, 11/17 CVFPB, and Rotary.
2. Approved employee time off requests and task scheduling.
3. Liability and Workman's Comp Insurance applications.
4. Grant Application submitted to YWA (9/19/23) for Pump Station 10 pipe outfall Improvements. (Pending outcome)
5. Grant Application submitted to YWA (Date) for 6 pipe replacements in the rural (Horseshoe) Levee. (Pending outcome)
6. Notice of unauthorized pipe culvert repair work in Lateral 14 sent to landowner at 3261 Feather River Blvd. on 11.06.2023.
7. Plan Reviews/Impact Fee Program:
  - A. TRLIA Climate Resiliency CVFPB Encroachment Permit Applications.
  - B. Lateral 14 Crossing (Applicant: P. Loek, APN 014-300-087)
  - C. Trull RV & Boat Storage – 4131 Hazel St. – Owner submitted revised plan on 10/3/23. MHM completed 4<sup>th</sup> review on 10/4. The owner has been notified to address some outstanding items.

**Projects:**

1. Pump Station 3 Outfall Pipe Repairs. *Completed*
2. Pump Station 5 North pump rehabilitation. *Completed*
3. Urban levee boundary adjustments – MHM/Yuba LAFCO.
4. USACE Utility encroachment correction coordination continues.
5. District owned Lot "F" at the end of Lateral 16 has been sold.

**Regulatory Compliance:**

1. DWR Flood Fight Training – *Hosted by the District on 11/28.*
2. Monthly pesticide spray use report submitted on-line to the County.
3. Weekly Safety Meetings.

**Announcements:**

1. RD784 Holiday Employee Appreciation Lunch (inside the Board Room) - Friday, December 8, @ 12:30 p.m.
2. The District office will be closed on the following dates in observance of the Christmas and New Year's Holidays:
  - Monday, December 25 and Tuesday, December 26.
  - Monday, January 1, and Tuesday, January 2.

- Office hours in-between Christmas and New Year's may be reduced, depending on the weather.

**16. Board Reports:**

Brent Hastey attended the YWA POD Committee held on December 5, 2023.

**17. Meeting Adjourned:**

The Board Meeting was adjourned at 11:33am.

*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