

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 Due to COVID-19 Pandemic this Meeting was held Via Teleconference and in Person					
Date: August 2, 2022 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.	10:03am	11:24am	1 Hr 21 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 - Present, Attorney - Jesse Barton, Present and Engineer – John Mallen -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 – David Read moved to approve Board 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 – David Read moved to approve Board 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.					
Persons Attending					
1. Rick Brown – RD784 Board President					
2. David Read – RD784 Board Vice-President					
3. Joe Danna – RD784 Board Trustee					
4. Jared Hastey – RD784 Board Trustee					
5. Sarbdeep Atwal – RD784 Board Trustee					
6. Patrick Meagher – RD784 Secretary of the Board					

7. Kimberly Ford – RD784 Deputy Secretary of the Board
8. Jess McLaughlin – RD784 Field Superintendent
9. Jesse Barton – RD784 Attorney
10. John Mallen – RD784 Engineer
11. Jennifer Jensen – Jensen Smith CPA’s
12. Stuart Hanson – Landowner
<i>Items for Discussion and Possible Actions:</i>
<p>6. Board to Review and Possibly Approve a Revised DWR Statement of Necessary Work for Forming a SMA at the Horseshoe Levee –</p> <p>The Department of Water Resources has prepared a revised statement of Necessary Work to assure the Horseshoe Levee will be properly maintained and operated by the state. The Board already approved a SONW at the November 2, 2021 Board meeting. Subsequently, the District accommodated state requests to engage in further discussions with landowners’ which delayed the MA process, and the initial SONW was not adopted by the CVFPB in time before the end of FY 2021-2022. Due to inflation, an updated SONW was provided to the District which includes DWR maintenance budgets for FY 2022-2023 and 2023-2024. Costs have increased by just under 5% in comparison to the statement issued in 2021. Stuart Hanson objected to the Board taking any action because the documents were not made available to the landowners ahead of time. David Read moved to approve that RD784 staff will send another letter to DWR and CVFPB stating that the District does not wish to protest the revised SONW, and the formation of the State Maintenance Area will continue. Jared Hastey seconded the motion. Motion Carried. Vote: 5 Ayes (Brown, Read, Danna, Hastey and Atwal), 0 Nays, 0 Absent and 0 Abstain.</p>
<p>7. Board to Receive an Informational Presentation on the RD784 FY 2020/2021 Audit –</p> <p>Jensen Smith Certified Public Accountants, Inc. has completed the RD784 audit for fiscal year 2020/2021. Jennifer Jensen made her presentation to the Board via Zoom. Jared Hastey moved to approve the RD784 FY 2020/2021 audit report. Sarbdeep Atwal seconded the motion. Motion Carried. Vote: 5 Ayes (Brown, Read, Danna, Hastey and Atwal), 0 Nays, 0 Absent and 0 Abstain.</p>
<p>8. Board to Receive an Update on Unauthorized Site Improvements at 1120 Murphy Road –</p> <p>At the June 7 Board meeting, staff provided information about an Application Routing for Early Project Consultation form received from the County in early March regarding a request for a conditional use permit to allow an outdoor storage lot for boats and RVs. In response, staff and MHM provided conditions which included the submission of improvement plans and payment of impact fees. On March 31, staff followed up with the landowner who said they intended to submit plans to the District soon. Staff also warned that any work completed prior to approval would be at their own risk. It was then discovered the owner went ahead and covered much of the area with gravel without paying the impact fees. Staff sent the landowner a letter on May 27, 2022 which included four options on how to fulfill District requirements. The choices offered were to: A) Pay the drainage impact fees, B) Make a request to pay the fees over time, C) Request authorization from the Board to construct an on-site retention basin as per the District’s Policy for Retention Basins (as an alternative to paying impact fees), or D) remove all of the gravel. The landowner responded on June 20 by stating they would like to address the</p>

Board and request authorization to construct an on-site retention basin. On July 20, staff spoke with the landowner again who said he is still trying to get his designer to start working on a preliminary retention basin design for the Board to consider and hopes to have it ready by the September Board meeting. The Board reached a consensus to give the landowner 30 days to resolve the issue.

9. Board to Receive Information on a USACE Urban Levee Screening Risk Assessment on the Plumas Lake Basin –

In June, 2022, the USACE – Sacramento District Levee Safety Section contacted staff to inform the District that the USACE would be conducting a levee screening risk assessment on the urban system in order to assist FEMA for purposes of determining future flood insurance rates. The screening assessment starts with information about the condition and past performance of levees gathered during inspections, and from other available documentation. The USACE builds on this with readily available information on the likely hazards a levee may experience, how it will perform in the face of those hazards, and what and who is in the area behind the levee should an issue with the levee occur. After the assessment is completed, levee segments will be given Levee Screening (LST) and Inspection Work (ICW) ratings.

10. Board to Receive Information on 2023 District Medical, Dental, & Vision Benefit Premiums –

The GSRMA medical insurance premiums for 2023 will increase by 9.50% for both High Deductible (HDHP) and Platinum PPO plans offered to full-time employees by the District. The cost to maintain the level of medical insurance benefits through GSRMA for 2023 now exceeds the current monthly cap by \$275.00 for 1 employee who is enrolled in the Platinum PPO + Family plan, while the cost for the remaining 6 employees who are enrolled in either the Platinum PPO plan + 1 or High Deductible (HDHP) plan still remain under the current 2022 cap of \$2,896.00. The GSRMA Dental and Vision premiums will remain the same within one cent.

Staff has also obtained benefit premium estimates for 2023 through ACWA JPIA. Final premiums are expected by sometime in August. The draft ACWA medical premiums are on average 31% less than comparable GSRMA plans. If a decision is made to switch to ACWA JPIA benefits, the District will be required to join ACWA, which is separate from ACWA JPIA. ACWA is the largest statewide coalition of public water agencies in the U.S. with more than 460 public agency members. ACWA also charges an annual dues based on adjusted O&M expenses; GSRMA does not. Even with the annual ACWA dues, there will be a cost savings by switching to ACWA JPIA. If the District desires to switch, the first step is to join ACWA which will take several weeks. Concurrently, staff would also need to work with ACWA JPIA by providing information they will require such as District policies and provisions (which also may need to be amended to satisfy the new JPIA). The entire transition, which includes becoming a member of ACWA, would need to be completed by mid-September 2022 when the JPIA underwriting process is completed. Staff is seeking direction from the Board on whether or not to proceed with the application process to join ACWA and ACWA JPIA. Final ACWA premium costs will be presented at the September Board meeting.

The Board reached a consensus to allow the RD784 staff to move forward with preparing to meet all requirements.

11. Board to Consider Final June Budget Snapshot (Ending FY 2021/2022) –
The Board was presented with the Final June FY 2021-2022 Budget Snapshot.

12. Board to Consider Adopting the 2022/2023 FY Budget –
Sarbddeep Atwal moved to approve the FY 2022-2023 Budget. Jared Hastey seconded the motion. Motion Carried. **Vote: 4 Ayes (Brown, Danna, Atwal and Hastey), 0 Nays, 1 Absent (Read), and 0 Abstain.**

13. Field Manager's Report:

Field Manager's Report
August 2, 2022

Maintenance and Projects Completed

Unit 1

1. Pre-Storm checks around all urban levee units.
2. Tractor mowing crowns, ramps, and flats.
3. Debris removal throughout unit.
4. Graffiti painting blocks shad pad.
5. L/S LM 1.95 flats, sucker tree trimming Riverside Avenue.

Unit 2A

1. Pre-Storm checks around all urban levee units.
2. Tractor mowing crowns, ramps, and flats.
3. PS 9 vegetation abatement.
4. L/S LM 0.06 sucker tree cutting on slope.

Unit 2B

1. Pump Station #2
 - Backup generator exercised on 7/4 and 7/18.
 - Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
 - Trash rack debris removal.
 - Spray for wasps
1. Relief well logging and maintenance.
2. Tractor mowing service road adjacent to V ditch.
3. L/S LM 2.20 Hanford block delivery and staging.

Unit 3A

1. PS #6
 - Backup generators exercised on 7/4 and 7/18.
 - Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
 - Spray for wasps.

2. Set blocks L/S service road and ramp.
3. Pump 1 discharge pipe coupling retorque (T and S construction/ MHM)

Unit 4

1. Pre-Storm checks around all urban levee units.
2. L/S LM 3.60 tractor mowing service road.

Units 3B/ 5 / 6 (Horseshoe Levee)

1. Pre-Storm checks around all rural levee units and checked all waterside flap gates.
2. All flap gates W/S vegetation abatement.

Unit 7

1. Pre-Storm checks around all urban levee units.
2. Tractor mowing all crowns throughout unit.
3. L/S debris removal adjacent to Howard miller.
4. Debris removal throughout unit.

Unit 8

1. Pre-Storm checks around all urban levee units.
2. Relief well logging and maintenance.
3. Tractor mowing service road adjacent to V ditch.
4. All gate structure vegetation abatement.

Unit 9

1. Pump Station #3
 - The backup diesel generator was exercised on 7/4 and 7/18.
 - Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
 - Spay for wasps.
2. LM 0.50 set blocks and weld pipe fence.
3. LM 0.30 reset blocks that were pulled into service road.
4. LM 0.25, 0.40 and 0.50 set blocks.
5. L/S LM 0.50, 0.70 and 0.71 set blocks.
6. Tractor mowing all crowns and W/S flats.
7. Vegetation abatement of all gate structures.
8. Tractor mowing LM 0.00- 3.50 L/S flats.
9. Tractor mowing LM 3.50- 5.70 L/S flats.
10. Relief well logging and maintenance.

Drainage Laterals and Detention Basins

1. Lateral 15 Bingham vegetation abatement.

2. Lateral 15 (Bingham) debris removal (10 trash bags).
3. Lateral 10 vegetation abatement.
4. PS 7 graffiti painting on building and block line.
5. Lateral 15 (N) with code enforcement illegal camper removal.
6. Star Bend fence line vegetation abatement.
7. Anderson mitigation trash pickup.
8. Lateral 16 River oaks vegetation abatement.
9. PS 7 building buffer vegetation abatement.
10. PS 5 vegetation abatement.
11. PS 7 welding pick point for vault inspection.
12. PS 7 vault inspection with Kyle Sanchez MHM.
13. River Oaks Detention Basin gate vegetation abatement.

Shop, Office, Fleet Vehicles, and Equipment

- Shop generator was exercised on 7/4 and 7/18.
1. Deep cleaning of the Shop, office, and equipment to further prevent any potential exposure to COVID-19.
 2. Shop/ office and yard vegetation abatement.
 3. Case backhoe service David Nakao.
 4. Field welding repair for Flex 15 mower guard.

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. PS 10 Conex alarm installation with Sonitrol.
3. MJB Billy goat tire replacement.

14. Administrative Assistant's Report:

Administrative Assistant Monthly Report August 2, 2022

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 Angela @ County – Ongoing
7. Board Packets – Monthly Board Meeting – Assembling and Attendance
8. 2021-2022 Reconciliations & Delinquent Assessment Payments– With Megan Jonsson.
9. Reimbursement Program for Developers and TRLIA - Tracking and Meetings
10. Audit Preparation – 2020-2021 – Finalizing Financials and Audit.
11. QuickBooks Assessment Tracking Transition - Ongoing

Clerical/Office:

1. Impact Fees & Plan Check Fees
 - A. 1121 Vine Avenue – Manjit Dulai
 - B. 5570 S. Gledhill – Manjit Dulai
 - C. JAS Land Fund 2 - Wheeler Ranch Phase II
 - D. Lennar Homes – Rio Del Oro Villages 17-20
 - E. 1136 Grand Avenue – Tabish Anwar
 - F. River Oaks Apartments – Pac West Communities
2. Permit Clearance Request Sign Offs
 - A. Lennar – River Oaks North Village 1 and 2
 - B. Richmond Homes - Thoroughbred Acres Phase 1, River Oaks South 1
 - C. KB Homes – Cobblestone Phase 4 and 6

Human Resources:

1. GSRMA and ACWA Rate Comparisons – Medical Dental and Vision
2. Implemented Raises for qualified personnel.

Contract Management:

1. 2021-2022 FMAP Grant
2. 2022-2023 FMAP Grant
3. YWA District Boundary Grant – Submitted 2nd Invoice – On-Going
4. YWA/DWR IRWMP Grant Preparation – Submitting 2nd Invoice
5. TRLIA Goldfields – Maintenance Billing - On-going
6. Olivehurst Pump Station – Maintenance Billing – On-going

Regulatory Compliance:

1. Managing PWC 100 projects
2. Conflict of Interest Code Reporting – Preparation
3. LWA – Direct Bill Online Accounting for Assessments – Attended Second Meeting
4. Budget Submittal to Yuba County Auditor’s Office
5. Streamline Website Updating – Researching to Continue ADA Compliance New Updates

Contacts:

Angela Yanez @ Yuba County – YCDS, Mark Fowler @ Atteberry Searle, Caroline @ Paychex, Jesse Barton @ Gallery & Barton, Sean Minard @ MHM, Jolie Turk @ YC Treasurer, Jason Little @ DWR, Brian Edinger @ GSRMA, Patrick Soper @ LWA, Eric & Jacob @ Alliant Networking, Jennifer Jensen @ Auditor’s, Kyle Close – Permit Runner, Russ Powell @ EPS, and Megan Jonsson @ LWA.

15. General Manager's Report:

General Manager's Report August 2, 2022

Administration:

1. Meetings: 07/05 RD784 and TRLIA Board Meetings, 07/06 staff meeting, 07/06 ACWA JPIA Heath Insurance Overview, 07/07 budget meeting with Kim, 07/20 Field Worker staff meeting – explained new worker classifications, 07/22 Unit 4 Slip Out Repair pre-bid site meeting, Misc. Project Follow-Ups with MHM, Weekly Staff meetings, and Rotary.
2. Approved employee time off requests and task scheduling.
3. Staff performance evaluations completed - 6 month (Jan. – Jul).
4. Plan Reviews/Impact Fee Program:
 - A. County Application Routing – Early Consultation review for Case #TPM2022-0008 for 9.04-acre parcel subdivide project near Algodon Rd. for future development purposes (Pac-West Communities).
 - B. Duplex at 1136 Grand Avenue
 - C. Duplexes at 1121 Vine Ave.
 - D. Custom Residence at 5570 South Gledhill Ave.
 - E. 1120 Murphy Rd. RV & Boat Storage

Projects:

1. 2022-23 DWR Flood Maintenance Assistance Grant Application Package. (Received by DWR)
2. Worked with Kim Ford on the FY 2022-23 budget.
3. Minor leaking pipe flange at Pump Station #6 discharge pipe. UPDATE: Repair completed on 7/20/2020.
4. Pump Station 5, 7, & 9 Instrumentation Improvements – Designs 100% complete, fabrications continue.
5. Sonitrol currently implementing 5G network to pump stations with night hawk motion sensor cameras.

Regulatory Compliance:

1. Monthly pesticide spray use report submitted on-line to the County.
2. Weekly Safety Meetings.

Announcements:

1. The USACE is scheduled to perform a Routine Inspection on the RD784 Best Slough Dry Creek levee system (Rural Horseshoe Levee) in August 2022.
2. On July 9, 2022 Pride Security, the Yuba County Sheriff's Department, and the CHP collaborated on citing an individual for Trespassing and for DUI while operating a side-by-side ATV on the levee near Island Ave. (Report No. 22-2439)
3. The next Board meeting will be a Special Meeting on *Wednesday, September 7, 2022* after the Labor Day holiday weekend.

16. Meeting Adjourned:

The meeting was adjourned at 11:24am

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