

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: February 6, 2024 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	11:00am	1 Hour
1. Call to Order					
A. Roll Call: Board President – Sarbdeep Atwal- Present, Trustee - Joe Danna - Absent, Board Vice-President - David Read - Present, Trustee - Jared Haste - Present, Trustee – Brent Haste – 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 Haste moved to approve the Board Meeting Minutes. Jared Haste seconded the motion. Motion Carried. Vote: 4 Ayes (Atwal, Read, B. Haste, and J. Haste), 0 Nays, 1 Absent (Danna), 0 Abstain.					
5. Approve Checks and Warrants – Brent Haste moved to approve the Checks and Warrants. Jared Haste seconded the motion. Motion Carried. Vote: 4 Ayes (Atwal, Read, B. Haste, and J. Haste), 0 Nays, 1 Absent (Danna), 0 Abstain.					
6. Board to Consider Authorizing Staff to File Six (6) CEQA Notice of Exemptions for Horseshoe Levee Pipe Replacements – Brent Haste moved to approve the filing of (6) CEQA Notice of Exemption’s for Horseshoe Levee Pipe Replacements by District Staff. Jared Haste seconded the motion. Motion Carried. Vote: 4 Ayes (Atwal, Read, B. Haste, and J. Haste), 0 Nays, 1 Absent (Danna), 0 Abstain.					
Persons Attending					
1. Sarbdeep Atwal – RD784 President of the Board					

2. David Read – RD784 Vice-President of the Board
3. Jared Hastey – RD784 Trustee of the Board
4. Brent Hastey – RD784 Trustee of the Board
5. Patrick Meagher – RD784 Secretary of the Board
6. Kimberly Ford – RD784 Deputy Secretary of the Board
7. Tina Moore – RD784 Field Superintendent
8. Jesse Barton – RD784 Attorney
9. Sean Minard – RD784 Engineer
10. Curt Aikens – Representative of Wilbur Ranch
11. Rick Wilbur – Landowner Wilbur Ranch
12. Randy Baucom – Wilbur Ranch - CFO
13. Greg Pastornak – Representative of Wilbur Ranch
<i>Items for Discussion and Possible Actions:</i>
<i>7. Board to Receive Information about the Wilbur Ranch Erosion Site and Consider Authorizing the GM to Submit a Grant Application to Complete a Risk Analysis –</i> Mr. Pastornak gave a presentation on the Yuba River and the Wilbur Ranch erosion site. Brent Hastey moved to approve authorization for staff to submit a grant application for a risk analysis study. Jared Hastey seconded the motion. Motion Carried. Vote: 4 Ayes (Atwal, Read, B. Hastey, and J. Hastey), 0 Nays, 1 Absent (Danna), 0 Abstain.
<i>8. Board to Receive the Monthly Budget Snapshot –</i> The Board received the monthly budget snapshot through January 2024.
<i>9. Field Manager’s Report:</i>
Field Manager’s Report February 6, 2024
<u>Maintenance and Projects Completed</u>
<u>Unit 1</u>
1. Vegetation abatement around gate structures. 2. Graffiti removal on blocks. 3. Debris removal.
<u>Unit 2A</u>
1. Vegetation abatement inside & outside of pump station 9. 2. Vegetation abatement around gate structures. 3. Smoke Squirrel holes L/S – L/M 2.25.
<u>Unit 2B</u>
1. Pump Station # 2 backup generators exercised on 1/8 & 1/23. 2. Clear debris pump station 2 trash rack. 3. Vegetation abatement around gate structures. 4. Clear beaver obstruction P.S. 2 outfall. 5. Fill potholes with A/B gravel L/S service road.
<u>Unit 3A</u>

1. Pump Station #6 Backup generators exercised on 1/8 & 1/23.
2. Vegetation abatement around gate structures.
3. Repair erosion with clay dirt W/S – L/M 2.65.
4. New coolant was added to generators at pump station 6 (Valley Power).
5. Spray pump station 6 inlet service road (west side).
6. Spray crown and ramps L/M 2.43 -2.67.

Unit 4

1. Vegetation abatement around gate structures.

Units 3B/ 5 / 6 (Horseshoe Levee)

1. Checked waterside flap gates weekly.
2. Unit 5 L/M 2.43 clear beaver debris from trash rack.

Unit 7

1. Vegetation abatement around gate structures.
2. Debris Removal.
3. Paint graffiti on blocks.

Unit 8

1. Vegetation abatement along concrete V-Ditch.
2. Debris removal V-Ditch.
3. Fill potholes with A/B gravel L/S service road.
4. Spray V-Ditch, ramps, and crown L/M 0.00-1.95.
5. Smoke Squirrel holes L/S – L/M 1.85.

Unit 9

1. Pump Station #3 Backup generator exercised on 1/8 & 1/23.
2. Debris removal.

Goldfields 200-year Levee

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

Drainage Laterals and Detention Basins.

1. Sucker tree removal pond 16 (CDF) & 20 (RD784 Crew).
2. Monitor pond 16 & 20 for beaver activity.
3. Monitor manholes at pond 20.
4. Replace Blocks North end Pond 16 entrance.
5. Vegetation abatement & sucker tree removal Pond 8.
6. New layer AB gravel East side of pond 8 service road.
7. Sucker tree removal Ella Basin (CDF).
8. Spray pesticide Ella basin service road.

9. Ella Basin block line paint graffiti.
10. Vegetation abatement & sucker tree removal Wheeler basin.
11. Monitor and clear debris from culverts and trash racks.

Shop, Office, Fleet Vehicles, and Equipment

1. The shop generator was exercised on 1/8 & 1/23.
2. Smog certificate on 2017 service truck.

Safety / Training

1. Administered weekly safety meetings: Grass trimmers and Chainsaws, Poisonous snakes, Insect stings and Spider bites. SDS & MSDS Safety training on Pesticide: Clearcast, Quest and Goal 2XL.
2. Anti-Harassment training recertification.
3. Yuba Water Agency crisis exercise.

10. Administrative Assistant's Report:

**Administrative Assistant Monthly Report
February 6, 2024**

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. Closed out the Calendar Year 2023 Payroll. Attended Meeting with Andrea Chapman @ Sage via “Go to Meeting”
13. Financial Statements submitted to the State Controller’s Office – 1-29-2024
14. Sent out and Submitted 1099-NEC forms to Vendors and to the IRS. 1-29-2024

Clerical/Office:

1. Impact Fees & Plan Check Fees
 - A. 1275 North Beale Road – Surf Thru, Inc.
 - B. Lennar – Northpointe Village 2
2. Permit Clearance Request Sign Offs
 - A. KB Homes – Cobblestone Phase 7
 - B. 5792 Rupert Ave – Roberto Cardenas

- C. 1032 Grand Ave – Esmerelda Huizar
- D. 2449 Canyon Creek Trail – Curtis Weaver
- 3. Encroachment Permits
- 4. Cal-Trans Delinquent Assessments – Tracking

Human Resources:

- 1. Workman’s Compensation Claim– Robert Avila – On-Going
- 2. Preparing for ACWA/JPIA Risk Assessment – Emails and gathering documents
- 3. Interviews for New Field Workers
- 4. GSRMA RMAP Program Application – Preparing to Submit March 4, 2024

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

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, and Tracey @ GSRMA.

11. General Manager’s Report:

General Manager’s Report
February 6, 2024

Administration:

- 1. Meetings: 01/08 RFMP Steering Committee Meeting, 01/10 RD784 Special Board meeting, 01/10 McDonald’s Restaurant pre-planning meeting, 01/23 ACWA JPIA site risk assessment, 01/24 Crisis Simulation training preparation meeting, and Rotary.
- 2. Approved employee time off requests and task scheduling.
- 3. Drug-Free Awareness Plan Updates.
- 4. Liability and Workman’s Comp Insurance applications.
- 5. Portable Backup Generator reserved in rental yard - Extended through February (Contract with CD & Power)

6. Responded to Public Records Act Requests received from the Workforce Defense League (Project documents provided for Unit 5 LM 1.59 & LM 1.86 pipe replacements and for Pump Station 3 outfall pipe repairs).
7. Plan Reviews/Impact Fee Program:
 - A. New Residence - New residence at 5792 Rupert Avenue, Linda.
 - B. Early Consultation – Parcel subdivide project – North Beale Commons, Mixed Commercial Use (APN 020-020-086-000)
 - C. New Carwash Facility – 1275 North Beale Rd.
 - D. Trull RV & Boat Storage – 4131 Hazel St. – Owner submitted revised plan and responses to MHM 4th review on 12/28/2023. MHM provided a response on 01/04/2024 and was forwarded to the owner along with invoices from the District for plan check review fees/deposit with a due date of 02/05/2024.
 - E. Joint utility pole replacement in Unit 7 by PG&E. (Pending rearrangements by other neighboring utilities)

Projects:

1. Pump Station 10 outfall – *In design stages*
2. Horseshoe Levee pipe replacements – *In design stages*
3. Urban levee boundary adjustments – MHM/Yuba LAFCO.
4. USACE Utility encroachment correction coordination continues.

Regulatory Compliance:

1. CAFWL annual maintenance reporting completed.
2. 01/31 Crisis Simulation Training Exercise (Joint training with YWA and the County of Yuba)
3. Attended annual Yuba-Sutter Spray Safe continuing education seminar to keep up GM QAC cert.
4. Week Safety Meetings

Miscellaneous Reports/Announcements:

The District office will be closed on Monday, February 19 in observance of the President’s day holiday.

12. Board Reports:

Brent Hastey reported that ACWA has hired Ian Lyle as its new Director of Federal Relations to lead its advocacy team in Washington D.C., including advocating on behalf of member agencies before Congress and at federal executive branch agencies. He replaces David Reynolds, who retired in December after 30 years at ACWA.

13. Meeting Adjourned:

The meeting was adjourned at 11:00am.

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