

BOARD MEETING MINUTES			RECLAMATION DISTRICT 784		
1594 Broadway Street					
Arboga, CA 95961-8821					
<b>Meeting Description:</b> Reclamation District No. 784 Board of Trustee's Board Meeting <b>Due to COVID-19 Pandemic this Meeting was held Via Teleconference and in Person</b>					
<b>Date:</b> April 5, 2022 <b>Time:</b> 10:00am <b>Location:</b> Reclamation District 784 Office					
Scheduled Time			Actual Time		
Start	Stop	Total Hours	Start	Stop	Total Hours
10:00am	12:30pm	2.5 Hrs.	10:14am	12:16pm	2 Hrs 2 Min
<b>1. Call to Order</b>					
<b>A. Roll Call: Board President - Rick Brown - Present, Trustee - Joe Danna - Absent, Board Vice-President - David Read - Present, Trustee - Sarbdeep Atwal - Present, Trustee - Jared Hastey - Absent, Board Secretary - Patrick Meagher - Present, Deputy Board Secretary - Kimberly Ford, Present, Field Superintendent - Jess McLaughlin - Present, Attorney - Jesse Barton, Present and Engineer - Sean Minard -Present.</b>					
<b>2. Open Session:</b>					
<b>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.</b>					
<b>Consent Items:</b>					
<b>4. Approve Board Meeting Minutes –</b> David Read moved to approve the Board Meeting Minutes. Sarbdeep Atwal seconded the motion. Motion Carried. <b>Vote: 3 Ayes (Brown, Read, and Atwal), 0 Nays, 2 Absent (Danna and Hastey), and 0 Abstain.</b>					
<b>5. Approve Checks and Warrants –</b> David Read moved to approve the Checks and Warrants. Sarbdeep Atwal seconded the motion. Motion Carried. <b>Vote: 3 Ayes (Brown, Read, and Atwal), 0 Nays, 2 Absent (Danna and Hastey), and 0 Abstain.</b>					
<b>Persons Attending</b>					
<b>1. Rick Brown – RD784 Board President</b>					
<b>2. David Read – RD784 Board Vice-President</b>					
<b>3. Sarbdeep Atwal – RD784 Board Trustee</b>					
<b>4. Patrick Meagher – RD784 Secretary of the Board</b>					
<b>5. Kimberly Ford – RD784 Deputy Secretary of the Board</b>					
<b>6. Jess McLaughlin – RD784 Field Superintendent</b>					

<b>7. Sean Minard – RD784 Engineer</b>
<b>8. Jesse Barton – RD784 Attorney</b>
<b>9. Brian Manning - DNLC</b>
<b>10. Stuart Hanson - Landowner</b>
<b>11. Kyle Morgado - YWA</b>
<b>12. Ric Reinhardt – MBK Engineers</b>
<b>13. Unidentified Member of the Public</b>
<b><i>Items for Discussion and Possible Actions:</i></b>
<p><b>6. Board to Consider Recommencing the Process to Form a State Maintenance Area for the Horseshoe Levee System –</b>  Stuart Hanson and Brian Manning presented to the Board and discussed the Horseshoe Area Owners’ Proposal Letter regarding the Horseshoe Levee. Sarbdeep Atwal volunteered to create and serve on an Ad Hoc Committee to look into the claims made during the Horseshoe presentation.</p>
<p><b>7. Board to Consider Authorizing the General Manager to Award a Pipe Replacement Contract for the Horseshoe Levee in Unit 5 at LM 1.86 to the Lowest Responsible Bidder –</b>  Bids for the next pipe replacement in Unit 5 at LM 1.86 will be publicly opened and read aloud at 2:30 PM on April 8. Staff is requesting authorization to award the contract contingent upon review by the District engineer and after the 7- day bid protest period has ended. The project will be funded by the 2021-22 DWR FMAP agreement with a budget of up to \$500,000. Sarbdeep Atwal moved to authorize the General Manager to award the contract contingent upon review by the District Engineer and after the 7-day bid protest period has ended. David Read seconded the motion. Motion Carried. <b>Vote: 3 Ayes (Brown, Read, and Atwal), 0 Nays, 2 Absent (Danna and Hastey), and 0 Abstain.</b></p>
<p><b>8. Board to Consider Approving Updated Coat’s Trucking, Inc. Material Rates –</b>  A 3-year trucking agreement between RD784 and Coat’s Trucking, Inc. was executed on March 13, 2020 which includes hourly trucking rates and material costs. Contract provision #5 in the current agreement allows the District to consider annual hourly rate and material cost changes if requested by the contractor. Coats Trucking is requesting a contract amendment to allow new updated material and hourly rates. David Read moved to approve a contract amendment to allow new updated material and hourly rates. Sarbdeep Atwal seconded the motion. Motion Carried. <b>Vote: 3 Ayes (Brown, Read, and Atwal), 0 Nays, 2 Absent (Danna and Hastey), and 0 Abstain.</b></p>
<p><b>9. Board to Receive Information on a District Letter of Support for SB 1253 for Infrastructure Improvements Throughout the State Plan of Flood Control –</b>  The California Central Valley Flood Control Association requested its members to send a letter to all Senate Governmental Organization Committee members in support of SB 1253 which updates the Infrastructure Plan to include needed investments in the SPFC facilities and many other flood-control facilities throughout the state. The deadline to submit letters was on March 23. With the consent of Rick Brown, staff sent the letters out.</p>
<p><b>10. Board to Receive Information on the 2020 Urban levee Pipeline Inspections –</b>  Inspection of pipeline penetrations is necessary for compliance with the ULDC criteria which states that the interiors of all pipes and culvert penetrations need to be visually inspected and/or pressure tested every 5 years. A few minor defects not requiring any follow up action were observed at pump stations 2, 3, 6, 10, and the Plumas Mutual Water</p>

P.S., but will be monitored for changes during future inspections. Initial inspections were completed in 2020; however, additional inspections at 2 sites were necessary in 2021 to confirm the extent of defects observed. One major defect observed in discharge line #3 at pump station #3 identified as a *joint separation medium* and should be repaired as soon as practical. Pump Station 3 remains in full operation while MHM procures a repair plan. The complete MHM Technical Summary for all pipeline inspections is available upon request.

**11. Board to Receive Information on the Termination of the Yuba County OES ID Card Program –**

Earlier this year, the County terminated the OES ID card program throughout the County due to an insufficient card tracking system. Until the County completes an updated program, RD staff and trustees will be given access beyond road barriers during a disaster on a case-by-case basis. Staff and Trustee names are on file at the County OES. In the event of an emergency, the protocol will be for each individual to call the Emergency Operations Center (EOC) at 530.749.7520, request access, and wait for law enforcement at the barrier to receive the directive to allow passage.

**12. Board to receive Information on a TRLIA Projects Tour –**

The CVFPB and TRLIA announced an upcoming tour on April 8 to showcase TRLIA projects throughout the area. The day will begin at Duke’s Diner followed by tour destinations such as the Feather River Setback Levee, Goldfields 200-yr. Levee, Designated Floodway in Hallwood, and North Training Wall. An RD784 Special Board Meeting agenda will be posted prior to this event and all Trustees are encouraged to attend.

**13. Board to Receive the Budget Snapshot –**

The Board received a Budget Snapshot for the month of March 2022.

**14. Field Manager’s Report:**

Field Manager’s Report  
April 5, 2022

Maintenance and Projects Completed

Unit 1

1. LM 0.60 set and paint blocks W/S toe.
2. LM 0.60-0.70 set and paint blocks W/S toe.
3. LM W/S 1.00 gate repair.
4. LM 1.00- 2.20 gate structure, block painting and trash pickup.
5. LM 0.0-1.70 mowing of crowns.
6. LM 1.70-2.22 mowing of crowns.
7. LM 2.00 gate structure vegetation abatement.
8. M 0.00, 1.00, 1.90, 1.60 and 1.30 gate structures vegetation abatement.
9. Riverside block line vegetation abatement.

Unit 2A

1. LM 1.00 gate structure painting.
2. LM 2.50 block line vegetation abatement

3. W/S LM 2.45 block delivery and set.
4. W/S LM 2.45 service rd. and slope stabilization.
5. LM 1.00 gate structure vegetation abatement.

#### Unit 2B

1. Pump Station #2
  - Backup generator exercised on 3/14 and 3/28.
  - Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
  - Trash rack debris removal.
  - PS 2 outfall mowing.
  - PS 2 outfall spraying.
2. LM 10.0-12.75 spraying of crowns.
3. LM 10.10-9.00 spraying of crowns.
4. M 3.00 vegetation abatement.
5. LM 9.00-12.50 mowing of crowns.
6. LM 5.75, 4.90, 4.80, 4.01 and 4.00 vegetation abatement of gate structure.
7. LCWWTP W/S service road rut repair and slope stabilization.

#### Unit 3A

1. PS #6
  - Backup generators exercised on 3/14 and 3/28.
  - Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
2. Unit 3a gate structure vegetation abatement.
3. L/S LM 3.00 vegetation abatement of fence line.
4. LM 2.8- 3.20 mowing of crowns, flats upper and lower.

#### Unit 4

1. Pre-Storm checks around all urban levee units.
2. Unit 4 inspection of cracks.

#### Units 3B/ 5 / 6 (Horseshoe Levee)

1. Pre-Storm checks around all rural levee units and checked all waterside flap gates.
2. Mowing of 3B/ 5/ 6 crowns.

#### Unit 7

1. Unit 7 LM 1.0 Dantoni Rd. gate structures vegetation abatement.
2. Unit 7 mowing of service road and flats LM 3.00-3.50.
3. LM 0.30 debris removal.
4. LM 0.10 remove burned truck debris.
5. LM 0.25 debris removal.

6. LM 0.00-3.92 mowing of crowns.
7. Dantoni Rd. vegetation of upper and lower gates.

#### Unit 8

1. Pre-Storm checks around all urban levee units.
2. V ditch mowing and 512 flats.
3. LM 0.5-1.8 gate structure vegetation abatement.

#### Unit 9

1. Pump Station #3
  - The backup diesel generator was exercised on 3/14 and 3/28.
  - Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
2. LM 4.00 Country Club block line painting.
3. LM 4.00 no camping sign installation.
4. LM 3.00 gate structure vegetation abatement.
5. LM 3.50-5.90 mowing of crowns.
6. LM 1.00-3.50 spraying of crowns.
7. LM 4.00 rut repair L/S and W/S public entrance.

#### Drainage Laterals and Detention Basins

1. Avondale PS 5 vegetation abatement.
2. Mall ditch cleaning.
3. Ella basin service road mowing.
4. Pond 16 Block line vegetation abatement.
5. Bingham canal vegetation abatement.
6. Pond 16 (N) CDF
7. Pond 16 service road spraying.
8. Pond 18 service road spraying.
9. (S) Ella basin service road spraying.
10. Lateral 16 service road spraying.
11. PS 7 debris removal.
12. (S) Ella basin block line vegetation abatement.
13. Pond 18 around ATT building vegetation abatement.
14. Lateral 15 (N) behind school vegetation abatement.
15. OPS vegetation abatement.
16. Pond 16 service rd. mowing.
17. Pond 18 service rd. mowing.
18. (S) Ella Basin service rd. mowing.
19. Lateral 15 Bingham vegetation abatement.
20. Mall ditch debris removal.

Shop, Office, Fleet Vehicles, and Equipment

1. Shop generator was exercised on 3/14 and 3/28.
2. Deep cleaning of the Shop, office, and equipment to further prevent any potential exposure to COVID-19.
3. Yuba College Conex air exchange.
4. Conex boxes at college air exchange.
5. Shop spraying of yard.

Safety / Training

1. Administered weekly safety meetings and misc. SDS sheet reviews.
2. COVID Protection Plan training.
3. EEO safety 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. Prepare and ready mower for mowing days. (Clean, grease and check for leaks)
3. Light tower delivery from Sonsray.

**15. Administrative Assistant's Report:**

**Administrative Assistant Monthly Report  
April 5, 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, Assessment Payments, and Tracking – With Megan Jonsson.
9. Reimbursement Program for Developers and TRLIA - Tracking and Meetings
10. Audit Preparation – 2020-2021 – Uploading Documents and Reports

**Clerical/Office:**

1. Impact Fees & Plan Check Fees
  - A. Generation Communities Draper Ranch North Phase III, Feather Glen Phase 1C & 1D
  - B. 5564 Arboga Rd – Manjit Dulai
  - C. Milestone & Associates - 4529 Arboga Rd
  - D. 1120 Murphy Road – MHM
  - E. 831 Chalice Creek Drive - Carwash

2. Permit Clearance Request Sign Offs
  - A. Lennar – River Oaks North Village 1 and 2
  - B. DR Horton – River Oaks South Village 1
  - C. Richmond Homes - Thoroughbred Acres Phase 1, River Oaks South 1
  - D. Generation Communities – North Draper Ranch PHS 2
  - E. Cresleigh Homes – Meadows 2

**Human Resources:**

1. GSRMA RMAP Program Submittal Packet Still Pending Approval for Reimbursement

**Contract Management:**

1. 2020-2021 FMAP OMRR&R Grant Agreement – Submitted Pending Reimbursement
2. 2021-2022 FMAP OMRR&R Grant Agreement – Billing Contract Received
3. YWA/DWR IRWMP Grant Preparation – Billing has not started
4. TRLIA Goldfields – Maintenance Billing - On-going
5. Olivehurst Pump Station – Maintenance Billing – On-going

**Regulatory Compliance:**

1. Managing PWC 100 projects
2. Streamline Website Updating
3. Ethics Training – Completed 3/28/2022
4. 2021 Governmental Compensation Report – State Controller’s Office - In Process
5. US Department of Commerce Census Survey - Submitted

**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, Megan Jonsson @ LWA, Lloyd @Alliant Networking, Jennifer Jensen @Auditor’s, Kyle Close – Permit Runner, Russ Powell @ EPS, and Tiffany Shacklett, CPA.

***16. General Manager’s Report:***

General Manager’s Report  
April 5, 2022

**Administration:**

1. Meetings: 02/22 Unit 3A Fence/Barrier meeting with Linda Fire and County Public Works, 02/25 CVFPB, 02/25 TRLIA Management, 03/3 DWR LMA Coordination, 3/3 Public Hearing for 1120 proposed Murphy Rd. Boat and RV Facility project, 3/10 FR RFMP, 3/10 levee tour for County EOC/PIO staff, 3/15 FR RFMP, 3/16 CCVFCA, 3/17 SSJDD FR RFMP, 3/23 CVFPBCC, 3/25 CVFPB, Unit 5 LM 1.86 Pipe Replacement Pre-Bid, 3/25 Yuba-Sutter Resource Conservation District meeting about illegal dumping, camping, and trespassing, 3/28 TRLIA ULDC Levee Tour, Misc. Project Follow-Ups with MHM, Weekly Staff meetings, and Rotary.
2. Approved employee time off requests and task scheduling.

3. LAFCO inquiry, Application for Ostrom Ranch – No comments necessary.
4. Plan Reviews/Impact Fee Program:
  - A. Early Routing Consultation – Boat and RV Storage Facility at 1120 Murphy Rd.
  - B. Early Routing Consultation - Mobile Home Park Expansion at 5850 Garden Avenue.
  - C. New Manufactured Home – 5646 N. Gledhill Ave.
  - D. 831 Chalice Creek Dr. Carwash – Plumas lake
  - E. Sub-divide parcel split at 4529 Arboga Rd.

**Projects:**

1. TRLIA ULDC levee certification process
2. Finalization of 2020 Urban Pipe Inspection Report (MHM)
3. Goldfields 200-yr. Project (Pending completion of final punch list)
4. USACE Routine Inspection Items
5. Curtis Avenue Culvert (Lateral 14) Update: Applied for YWA Grant on 3/2, pending correspondence.
6. Pump Station 5, 7, & 9 Instrumentation Improvements – Design process continues, radio survey completed.
7. 2021-21 DWR FMAP grant billing with Kim.
8. Cresleigh Homes Plumas Ranch Village 6 vegetation removal @ west side of Lateral 15 (S). RD784 encroachment permit issued with a pre-construction nesting survey by Marcus Bole, Wildlife Biologist.

**Regulatory Compliance:**

1. Monthly pesticide spray use report submitted on-line to the County.
2. Form 700 completed for 2021.
3. Attended 3/9 Pesticide Applicators continuing education seminar (Sacramento).
4. Administered the RD784 Equal Employment Opportunity Policy to all staff.
5. Annual Pesticide training.
6. Weekly Safety Meetings.

**Announcements:**

1. Special Board Meeting on April 8, 2022 (See separate agenda) for TRLIA projects tour.

***17. Meeting Adjourned:***



The Meeting was adjourned at 12:16pm.

*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