

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					
Date: August 4, 2020 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.	10:01am	11:19am	1Hr 18min
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 – Late Arrival, 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 - 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 – Jared Hastey moved to approve the Board Meeting Minutes. David Read seconded the motion. Motion Carried. Vote: 4 Ayes (Brown, Read, Danna, and Hastey), 0 Nays, 1 Absent (Atwal), and 0 Abstain.					
5. Approve Checks and Warrants – Jared Hastey moved to approve the Checks and Warrants. David Read seconded the motion. Motion Carried. Vote: 4 Ayes (Brown, Read, Danna, and Hastey), 0 Nays, 1 Absent (Atwal), and 0 Abstain.					
6. Board to Consider Adopting an Agreement Between TRLIA and RD784 to Memorialize the Authorization for the Transfer of RD784 Assessment Funds to TRLIA on an Annual Basis – Jared Hastey moved to Adopt the TRLIA/RD784 Agreement. David Read seconded the motion. Motion Carried. Vote: 4 Ayes (Brown, Read, Danna, and Hastey), 0 Nays, 1 Absent (Atwal), 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 – Late Arrival – 10:40am
6. Patrick Meagher – RD784 Board Secretary
7. Kimberly Ford – RD784 Deputy Board Secretary
8. Jess McLaughlin – RD784 Field Superintendent
9. Sean Minard – RD784 Engineer
10. Jesse Barton – RD784 Attorney
11. Stuart Hanson – Landowner
12. Member of the Public

Items for Discussion and Possible Actions:

7. Board to Review and Consider Signing and Sending a Letter to the CVFPB in Response to Senator Nielsen and Assembly-Member Gallagher’s June 12, 2020 Letter of Opposition Regarding RD784 and the Horseshoe Levee –
 David Read moved to approve the signing of the letter. Jared Hastey seconded the motion. Motion Carried. **Vote: 4 Ayes (Brown, Read, Danna, and Hastey), 0 Nays, 1 Absent (Atwal), and 0 Abstain.**

8. Board to Consider Approving a 20” Levee Easement at 6137 Park Avenue Adjacent to the Unit 1 Levee and Adoption of Resolution No. 2020-08-01 –
 While MHM Engineering was conducting their regular plan check review, it was determined the project located at 6137 Park Avenue would be required to grant a 20-foot levee easement to RD784 along the northern boundary adjacent to the levee for O&M access. Jared Hastey moved to approve the Resolution 2020-08-01 granting the easement. Joe Danna seconded the motion. Motion Carried. **Vote: 4 Ayes (Brown, Read, Danna, and Hastey), 0 Nays, 1 Absent (Atwal), and 0 Abstain.**

9. Board to Consider Approval to Clean out the Bottom of the Algodon Canal –
 T&S Construction is currently working on the Lennar North Pipe installation which runs from the River Oaks Detention Basin to the Algodon Canal. After the pipe boring was completed, it was discovered that approximately 9 to 10 inches of pre-existing silt build up in certain areas at the bottom of the Algodon canal will need to be removed in order for the invert of the pipe outfall to drain properly into the canal. Because T&S is already on site, staff recommends approval of the work. Joe Danna moved to approve the project and for the price not to exceed \$22,088.76 (Time & Materials). David Read seconded the motion. Motion Carried. **Vote: 4 Ayes (Brown, Read, Danna, and Hastey), 0 Nays, 1 Absent (Atwal), and 0 Abstain.**

10. Board to Consider Awarding Contracts for Pipe Replacements at the Horseshoe Levee in Unit 3B LM 4.66 and Unit 5 LM 2.04 –
Unit 3B, LM 4.66 Pipe Replacement

Contractor	Bid Total
T & S Construction	\$379,590.00
Arnaudo	\$421,289.00
Patterson Taber	\$606,848.70
Swierstok Enterprise	\$728,000.00

Staff is seeking authorization from the Board to award the contract for Unit 3B, LM 4.66 to T&S Construction as low bidder in the amount of **\$379,590.00** after MHM confirms the permit to be issued by the CVFPB will be received on time for the project to be completed during this construction season. Funding will be provided by YWA Grant.

Unit 5, LM 2.04 Pipe Replacement

Contractor	Bid Total
T & S Construction	\$409,420.00
Patterson Taber	\$425,343.60
Arnaudo	\$487,460.00
Swierstok Enterprise	\$655,140.00

Staff is seeking authorization from the Board to award the contract for Unit 5, LM 2.04 to T&S Construction as low bidder in the amount of **\$409,420.00** after MHM confirms the permit to be issued by the CVFPB will be received on time for the project to be completed during this construction season. The project will be funded by the 2019/20 FMAP program.

David Read moved to authorize awards after MHM confirms the permits from the CVFPB have been received and to authorize the RD784 General Manager to sign both awards. Jared Hastey seconded the motion. Motion Carried. **Vote: 4 Ayes (Brown, Read, Danna, and Hastey), 0 Nays, 1 Absent (Atwal), and 0 Abstain.**

11. Board to Receive an Update on the Urban Pipe Video Inspection Bid Process –
 During the July 8 Special Board Meeting, the GM was authorized by the Board to award the Urban Pipe Video Inspection contract not to exceed \$120,000.00. Even though the project went through the public bid process, only 1 bid was received from Pipe and Plant Solutions Inc.

12. Board to Consider Approving a Grace Period for Payment of Direct Assessment Bills for FY 2020-2021 Due to COVID-19 Hardships –
 For the current fiscal year, the due date for direct assessment bills will be October 10, 2020 and will be considered delinquent on December 10, 2020 (60 Days after the due date). LWA is suggesting the District consider waiving all penalties and interest for bills paid in full by June 10, 2021. After June 10, all penalties or interest would be applied, and delinquent letters/liens could be sent for the property immediately after June 10. This is the same grace period and conditions allowed to property owners in the first year (FY 2019/2020) of the assessment as it was a new process to many receiving direct bills. David Read moved to apply the June 10, 2021 grace period to assessment bills due to COVID-19 hardships. Joe Danna seconded the motion. Motion Carried. **Vote: 4 Ayes (Brown, Read, Danna, and Hastey), 0 Nays, 1 Absent (Atwal), and 0 Abstain.**

13. Board to receive Information Regarding Governor Newsom’s Announcement of the Appointment of Mary Jane Griego to the Central Valley Flood Protection Board –
 The RD784 Board was given a handout announcing the appointment of Mary Jane Griego by Governor Newsome to the Central Valley Flood Protection Board.

14. Board to Receive Information on the July 2020 TRLIA Adequate Progress Report for the RD784 Urban Flood Basin –

On July 22, staff received the annual TRLIA progress report which provides information on the Adequate Progress Towards Urban Level of Flood Protection (ULOP). DWR requires the local flood management agency to annually report to the Central Valley Flood Protection Board on the progress toward the completion of the flood protection system. The report explains progress achieved along the WPIC West Levee and the 200-Year Goldfields Project. TRLIA will continue to make progress reports annually.

15. Board to Consider Approving a Change to the District's Current RD784 Full Time Field Worker Job Description Special Conditions –

Background: During the September 11, 2019 Board meeting, an updated Employee Special Conditions policy was approved which included updated District Pesticide QAC/QAL certification requirements and also imposed deadlines to employees who have not passed the test yet. Due to COVID-19, the Department of Pesticide Regulation is not accepting new testing applications. Employees can handle non-restricted use pesticides as long as they have been trained in the use of those pesticides prior to their application. The RD784 Handler Training Program meets State and County requirements. Only one employee in an organization is required to hold a QAC or QAL certification. Joe Danna moved to authorize and approve the handbook and policy be updated to reflect the changes. David Read seconded the motion. Motion Carried. **Vote: 5 Ayes (Brown, Read, Danna, Atwal, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

16. Board to Consider June Budget Snapshot (Ending FY 2019-2020) –

The RD784 Board was presented the June FYE 2019-2020 Budget Snapshot.

17. Board to Consider July Budget Snapshot for FY 2020-2021 –

The Rd784 Board was presented July monthly snapshot for the FY 2020-2021.

18. Board to Receive Information on Reduced Office Hours during the Week of August 9, 2020 –

The GM will be on vacation starting August 10th through the 14th. While the Administrative Assistant continues to work from home, during the week of August 10, the office will be accessible to the public from 6:00 AM to 7:00 AM and from 1:30 PM to 2:30 PM when the Field Superintendent is present. Any member of the public who visits the office when the gate is closed will be able to request assistance by calling the Administrative Assistant's District cell phone number which will be displayed on a sign hung on the front gate.

Closed Session:

19. Conference with Legal Counsel – Anticipated Litigation, Significant Exposure to Litigation Pursuant to Paragraph (2) of Subdivision (d) of Section 54956.9. One Case – Deposition Subpoena Received Concerning Oroville Dam Matters –

No Action Taken.

20. Public Employee Discipline/Dismissal/Release –

No Reportable Action.

21. Field Manager's Report:

Field Manager's Report
August 4, 2020

Maintenance and Projects Completed

Unit 1

1. Unit 1 LM 1.9 reset 3 blocks.
2. Unit 1 LM 0.2 move and set 5 blocks.
3. Unit 1 LM 1.00 gate repair (adjustment of bell).
4. Unit 1 LM 1.0 two blocks set to mitigate slope traffic.
5. Unit 1 LM 1.2 WS slope repair (traffic ruts).
6. Unit 1 WS LM 1.3 Elderberry vegetation abatement.
7. Unit 1 W/S LM 1.00 debris removal.
8. Unit 1 W/S, LM 0.10, moved burned car off levee toe.

Unit 2A

1. Unit 2a LM 1.3 and 2.1 debris cleanup.
2. Unit 2a LM 0.0-1.0 mowing of flats, hinges, and ramps.
3. Unit 2a L/S fence line vegetation abatement LM 2.5.
4. Unit 2a tractor mowing, hinge LM 0.0-1.16

Unit 2B

1. Pump Station 2
 - Backup generator exercised on 7/13 and 7/27.
 - Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
2. P/S 2 outfall service road hinge vegetation abatement.
3. Unit 2b W/S pothole filling LM 11.10-11.50.
4. Unit 2b @ Island Rd. W/S, LM 1.20 removed two loads of debris.

Unit 3A

1. PS #6
 - Backup generators exercised on 7/13 and 7/27.
 - Vegetation abatement inside and surrounding the pump station.
1. Unit 3a low branch trimming.
2. Replace and load squirrel bait station.
3. Unit 3a, W/S, LM 3.00-3.21 vegetation abatement.
4. Unit 3a vegetation abatement LM 3.80.

Unit 4

1. Unit 4 block reset due to homeless encampments moving them.
2. Unit 4 L/S and W/S, LM 5.00-5.84 vegetation abatement.
3. Unit 4 LM 3.60, paint service road gate.
4. Unit 4 L/S, LM 4.10-5.84 drag levee slope.
5. Unit 4 L/S, LM 0.0-2.49 drag levee slope.

Units 3B/ 5 / 6 (Horseshoe Levee)

1. Pre-Storm checks around all rural levee units and checked all waterside flap gates.

2. Replace and load squirrel bait station @ LM 4.10.
3. Sheep and goats grazing.

Unit 7

1. Unit 7 mowing of crowns and hinges.
2. Unit 7 grouting squirrel holes from Dantoni Road to the Goldfields.
3. Unit 7 debris removal L/S, LM 2.50.
4. Unit 7 W/S, LM 3.30-3.80 vegetation abatement.
5. Unit 7 W/S and L/S, LM 0.0-1.50, cut sucker trees.
6. Unit 7 W/S LM 3.30 vegetation abatement on flats between rip rap and fence.
7. Unit 7 W/S LM 3.80 vegetation abatement

Unit 8

1. Unit 8 W/S low branch trimming.
2. Unit 8 tractor mowing along V ditch.
3. Unit 8 pond (both North and South) service road mowing.
4. Unit 8 L/S flats mowing.

Unit 9

1. Pump Station #3
2. The backup diesel generator was exercised on 7/13 and 7/27.
3. Unit 9 L/S Anderson fence line fire break.
4. Unit 9 murphy's gate Vegetation abatement.
5. Unit 9 at Country club, gate repair due to Vandals. Sheriff's Report number 0120900267.

Drainage Laterals and Detention Basins

1. Lateral 15 (N) vegetation abatement.
2. Lateral 13 vegetation abatement along wrought iron fence.
3. Chestnut Basin vegetation abatement.
4. Chestnut basin sucker tree removal.
5. Pond 16 reset 4 blocks.
6. Lateral 16 signpost removal.
7. Island basin East side fence line firebreak.
8. Bingham canal vegetation abatement @ Avondale Road.
9. Bingham canal vegetation abatement @ Packard Avenue.
10. Lateral 15 (N) vegetation abatement.
11. Cal Trans Basin vegetation abatement and sucker tree removal.
12. Lateral 5 (E), North and South side vegetation abatement.
13. Pond 20 manhole cover inspection and removal of debris.
14. Lateral 15 (S) Algodon front gate vegetation abatement.
15. Vegetation abatement PS 5.

Shop, Office, Fleet Vehicles, and Equipment

1. Shop generator was exercised on 7/13 and 7/27.
2. Deep cleaning of the Shop, office and equipment. .
3. First Aid inspection and restock ordering.
4. Vegetation abatement around shop/ office.

Safety / Training

1. Administered weekly safety meetings and misc. SDS sheet reviews.

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. Clean Mold from College Conex boxes.
3. CA Fish and Wildlife VRF number 1 After Photos submitted.

22. Administrative Assistant's Report:

Administrative Assistant Monthly Report August 4, 2020

Accounting:

1. Budget Update
2. Constructing 2020-2021 Budget Discussions
3. Reconciliations
4. AP Reports and Check Processing for Vendors & Clients
5. Payroll Calculations and Submittal
6. Checks, Warrants and Deposits
7. Olivehurst Pump Station Billing to YCPW - Received Signed Renewal Contract.

Clerical/Office:

1. Impact Fees
 - A. Jorge Vega – 6137 Park Ave
2. Permit Clearance Request Sign Offs
 - A. Cresleigh Homes – The Bluffs
 - B. Cresleigh Homes – Riverside Meadows
 - C. Rick Turner - Capital Valley Homes
3. Scanning & Receiving Assessment Payments, then sending to Megan@ LWA.
4. Personnel Matters – Paperwork, Benefits, Payroll, Several Meetings w/ GSRMA Attorney Patricia Eyres
5. Quill – Supply Ordering

Contract Management:

1. 2018-2019 FMAP OMRR&R Agreement – Received Payment- Pending amended 2nd half of Contract 40K.
2. 2019-2020 FMAP OMRR&R Agreement – Progressive Billing
3. 2020-2021 FMAP OMRR&R Agreement – In Process

4. DMP Agreement – Received Retention Payment.
5. Gregory Livestock
6. Lund Construction
7. T&S Construction
8. Hanford Block
9. Commercial Pump

Regulatory Compliance:

1. Created PWC 100 projects. Lund Construction and T&S Construction, Commercial Pump
2. GSRMA Payroll Estimate/Actual Questionnaire

Projects:

1. Streamline Website Updating
2. DWR – Subpoena Deposition – Documents (Meeting Minutes)

Contacts:

Justin @ Paychex, Jesse Barton @ Gallery & Barton, Sean Minard @ MHM, Jolie Turk @ YC Treasurer, Jason Little @ DWR, Kyle Sanchez @ MHM, Chris Evans @ Streamline, Patricia Eyres @ GSRMA, Megan Jonsson @ LWA, Ken Schoech @ Cresleigh Homes, Lloyd @ Alliant Networking.

23. General Manager's Report:

General Manager's Report
August 4, 2020

Administration:

1. Approved employee time off requests and task scheduling.
2. Meetings (Via Teleconference or Webinars) - [Project Follow-Ups with MHM, CCVFCA Sub-Committee for SSJDD Assessment District Feasibility Study, CVFPBCC 7/22 meeting, River Oaks Detention Basin North Outfall Pipe Construction meetings, TRLIA 7/21 Board meeting, Weekly TRLIA Goldfields Construction Meetings, and Rotary]
3. Provide correspondence to TRLIA Goldfields Construction Team, as necessary.
4. Impact Fee Program.
 - A. Vega Residence (Park Avenue)
 - B. Plumas Lake Storage (Phase II)
 - C. Vega Residence (Park Ave.)
 - D. Circle K (Edgewater Circle)
 - E. Lucatero Residence (Island Ave.)
 - F. Dulai Duplexes (Eighth Avenue)
 - G. Multiple Swimming Pool Clearance Requests.

Project Management:

1. Research, print out, and compile documents in preparation for the Oroville Dam Deposition Subpoena Response.
2. Worked with MHM and Jesse on Levee O & M access easement for 6137 Park Avenue.
3. Worked with MHM on LOI/SWIF preparation
4. USACE corrections and coordination (Ongoing)
5. 2019-2020 FMAP Task 7 Levee Patrol Road Rehabilitation Units 1, 2A, & 9
6. IRWMP grant preparation work [Worked on RFP For SCADA improvements at PS 5, 7, and 9]
7. YWA grant executed [Unit 3B, LM 4.66 Pipe Replacement]
8. Unit 5 LM 2.04 Pipe Replacement Prep Work (FMAP)
9. FMAP Contracts – Grant for Fiscal Year 2018/2019 (Billing), 2019/2020, and 2020/2021.
10. Relief well studies – Blackburn Consulting
11. Linear Pond 16 Borrow Agreement Preparation Work.

Regulatory Compliance:

1. Monthly pesticide spray use report submitted on-line to the County.
2. Updated SDS (Safety Data Sheets) and MSDS (Material Safety Data Sheets) binder.
3. Updated compliance programs (Ongoing)
4. Attended PAPA QAC Continued Education seminar (Zoom)
5. Training: Weekly Safety Meetings

24. Meeting Adjourned:

Meeting was Adjourned at 11:19am

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