

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: April 2, 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.	10:03am	10:44am	41 Min.
1. Call to Order					
A. Roll Call: Board President – Sarbdeep Atwal- Present, Trustee - Joe Danna - Absent, 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, 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 Hastey moved to approve the Board Meeting Minutes. Jared Hastey seconded the motion. Motion Carried. Vote: 4 Ayes (Atwal, Read, B. Hastey, and J. Hastey), 0 Nays, 1 Absent (Danna), and 0 Abstain.					
5. Approve Checks and Warrants – Brent Hastey moved to approve the Checks and Warrants. Jared Hastey seconded the motion. Motion Carried. Vote: 4 Ayes (Atwal, Read, B. Hastey, and J. Hastey), 0 Nays, 1 Absent (Danna), and 0 Abstain.					
6. Board to Consider Authorizing the G.M. to Donate the District’s Portable Light Tower for use at the 2024 Plumas Lake Community Block Party Event – Brent Hastey moved to approve the donation of the District’s Portable Light Tower for the use at the 2024 Plumas Lake Community Block Party event Jared Hastey seconded the motion. Motion Carried. Vote: 4 Ayes (Atwal, Read, B. Hastey, and J. Hastey), 0 Nays, 1 Absent (Danna), and 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 Board Trustee
4. Brent Hastey – RD784 Board Trustee
5. Patrick Meagher – RD784 Secretary of the Board
6. Kimberly Ford – RD784 Deputy Secretary of the Board
7. Tina Moore – RD784 Field Superintendent
8. Sean Minard – RD784 Engineer
9. Jesse Barton – RD784 Attorney
<i>Items for Discussion and Possible Actions:</i>
<p>7. Board to Consider Approving an Amended RD784 Drug-Free Awareness Program – Staff worked with the Eyres Law Group (affiliated with GSRMA) on program updates. Changes include an updated Work Place Drug and Alcohol Policy, which is reflective of new cannabis laws, and the addition of a Reasonable Suspicion Policy. Brent Hastey moved to approve the Amended Drug-Free Awareness Program. Jared Hastey seconded the motion. Motion Carried. Vote: 4 Ayes (Atwal, Read, B. Hastey, and J. Hastey), 0 Nays, 1 Absent (Danna), and 0 Abstain.</p>
<p>8. Board to Consider Adopting Resolution 2024-04-01 for Accepting Two 40’ Wide Easement Areas Over Lot B Remainder Area of Wheeler Ranch Phase II from JAS Land Fund 2, LLC and Authorize the G.M. to Sign the Final Map – In-between Wheeler Ranch Phases I and II, there is a 4.60 acre strip of land (“Lot B”) on the final map that will be dedicated to the County of Yuba. In order to maintain the District’s drainage function across this strip of land, the District requires two 40’ wide easements (approximately 0.11 acres total). The two easements are necessary to provide District access on, over, across, and underneath Lot B. Brent Hastey moved to approve Resolution 2024-04-01 and to authorize the GM to sign the final map. Jared Hastey seconded the motion. Motion Carried. Vote: 4 Ayes (Atwal, Read, B. Hastey, and J. Hastey), 0 Nays, 1 Absent (Danna), and 0 Abstain.</p>
<p>9. Board to Consider Adopting Resolution 2024-04-02 For Accepting a 0.88 Acre Drainage Easement Located in the Arboga Colony from J&D Hastey Revocable Trust – The area includes a 0.88-acre strip of land located along the west side of Arboga Rd. in-between Plumas Arboga Rd. and Broadway St., which is over part of the District’s existing drainage lateral system. The county conditions of approval for a commercial development project at this site require the dedication of a drainage easement to the District. The easement is necessary to allow District access for O&M. Trustee Jared Hastey recused himself from the meeting before this item was considered. David Read moved to approve Resolution 2024-04-02. Brent Hastey seconded the motion. Motion Carried. Vote: 3 Ayes (Atwal, Read, and B. Hastey), 0 Nays, 1 Absent (Danna), and 0 Abstain.</p>
<p>10. Board to Consider Approving Updated Coat’s Trucking, Inc. Material Rates – A 3-year trucking agreement between RD784 and Coat’s Trucking, Inc. was executed on March 17, 2023 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 material rate increases only, while leaving hourly trucking rates the same. The current rate for ¾” Road Base is 14.08/Ton. The new rate will be</p>

15.70/Ton. The current rate for Sand is 15.54/Ton. The new rate will be 17.16/Ton. Brent Hastey moved to approve the increases. Jared Hastey seconded the motion. Motion Carried. **Vote: 4 Ayes (Atwal, Read, B. Hastey, and J. Hastey), 0 Nays, 1 Absent (Danna), and 0 Abstain.**

11. Board to Receive Information on Letters of Support Provided to YWA –
Staff received a request to provide letters in support of Yuba Water Agency’s efforts to secure Congressionally Directed Spending for the updates for the New Bullards Bar and Oroville Dams Water Control Manual updates. To meet YWA timeline needs, and with the consent of Board Chair Atwal, staff provided separate letters of support for each member of the Yuba County Congressional Delegation.

12. Board to Receive an Update on Insurance Applications for Liability, Workman’s Comp, Property, and Cyber Liability –
Staff provided an update on application progress. All estimates are expected by sometime in April and a decision on a provider for the start of the next FY will need to be made by the May Board meeting.

13. Board to Receive the Monthly Budget Snapshot –
The Board received the monthly budget snapshot through March 31, 2024.

14. Field Manager’s Report:

Field Manager’s Report
April 2, 2024

Maintenance and Projects Completed

Unit 1

1. Vegetation abatement around gate structures.
2. Vegetation abatement around blocks L/M 1.85-2.00
3. Remove encampment levee crown L/M 1.74.
4. Placed no camping sign L/M 1.74.
5. Paint graffiti on blocks.
6. Debris removal.

Unit 2A

1. Vegetation abatement around gate structures.
2. Fill potholes with AB gravel L/M 1.50-2.50.
3. Repair Ruts on W/S slope L/m 2.40.
4. Trim low hanging branches & push back brush W/S-L/M 1.10-1.80.
5. Refill squirrel bait in bait station L/M 2.50.
6. Grout squirrel holes L/S-L/M 2.50- 3.50.
7. Debris Removal.

Unit 2B

1. Pump Station # 2 backup generators exercised 3/4 & 3/18.
2. Vegetation abatement around gate structures.
3. Spray pump station 2.

4. Repaint gates & pipe fence L/M 9.00 & 9.25.
5. Remove fallen tree W/S-L/M 11.50
6. Place No Parking Sign L/S-L/M 9.00

Unit 3A

1. Pump Station #6 Backup generators exercised on 3/4 & 3/18.
2. Spray pump station 6.
3. Vegetation abatement around gate structures.
4. Vegetation Abatement along rod iron fence.

Unit 4

1. Vegetation abatement around gate structures.
2. Spray crown, ramps & service road L/M 0.00-5.93.
3. Remove sucker trees L/M 0.00-1.50.
4. Place No Motor Vehicle Sign L/S-L/M 4.00

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.
3. Remove fallen tree Unit 3a W/S -L/M 4.00
4. Spray crown and ramps (all units).

Unit 7

1. Vegetation abatement around gate structures.
2. Debris removal
3. Vegetation abatement L/S -L/M 0.25-0.75

Unit 8

1. Fill potholes with AB gravel L/M 0.00-1.75
2. Monitor sink hole L/S service road L/M 1.75

Unit 9

1. Pump Station #3 Backup generator exercised on 3/4 & 3/18.
2. Fill potholes with AB gravel L/M 0.00-4.00.
3. Refill squirrel bait in bait station L/M 4.10.

Goldfields 200-year Levee

1. Vegetation abatement around gate structures.
2. Vegetation abatement around West Pond service road.
3. Debris removal.

Drainage Laterals and Detention Basins.

1. Vegetation abatement lateral 5.

2. Vegetation abatement lateral 8
3. Vegetation abatement lateral 9 top henge.
4. Vegetation abatement lateral 15 S. (CDF)
5. Vegetation abatement lateral 15 N
6. Vegetation abatement lateral 16 service road
7. Vegetation abatement pond 18 service road.
8. Vegetation abatement Cal-Trans Basin.
9. Vegetation abatement Ella Basin block line
10. Vegetation abatement Wheeler Basin service road
11. Remove Sucker trees pond 20.
12. Remove sucker trees Chestnut Basin (CDF).
13. Monitor pond 16 & 20 for beaver activity.
14. Monitor manholes at pond 20.
15. Monitor and clear debris from culverts and trash racks.
16. Debris removal lateral 14.
17. Spray Ella basin south service road.
18. Spray Chestnut basin service road.
19. Repainted bollards pond 16.
20. New layer AB gravel pond 16 service road (Coats Trucking).

Shop, Office, Fleet Vehicles, and Equipment

1. The shop generator was exercised on 3/4 & 3/18.
2. Clean and exercise equipment weekly.
3. Vehicle maintenance 2016 spray, 2017 service & 2023 service trucks.
4. Equipment maintenance on the 2016 & 2017 Honda spray motors.
5. Annual Service on New Holland Tractors & John Deere Backhoe.

Safety / Training

1. Administered weekly safety meetings: Poisonous Snakes, Billy Goat Brush Cutter, RD784 Hazard Communication Program & Arc Flash Awareness. SDS Safety training on Pesticide: Urea, Induce, Round up Custom & Ranger Pro.
2. New employee Respirator Fit Test.
3. Equipment training for new employees (Backhoe & Tractor).

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. Daily storm maintenance when weather is forecasted.
3. Refurbished spray booms (PBM).
4. Replace Danger No Trespassing Signs at pump stations.

5. Replenish stockpile sandbags at shop.

15. Administrative Assistant's Report:

Administrative Assistant Monthly Report April 2, 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.

Clerical/Office:

1. Impact Fees & Plan Check Fees
 - A. 1275 North Beale Road – Surf Thru, Inc.
 - B. 2299 River Oaks Blvd. – Petrovich Development
2. Permit Clearance Request Sign Offs
 - A. KB Homes – Cobblestone Phase 5&7
 - B. Lennar – Rio Del Oro 17-19
3. Encroachment Permits
 - A. JAS Land Fund – Wheeler Ranch Phase II
4. Cal-Trans Delinquent Assessments – Tracking & Billing
5. Research – 1st American Title – 2315 River Oaks Blvd. – Obligations & Impact Fees
6. Linda Fire Land Lease – New Contract & Increase in Rent.
7. PGE Gas Line Repairs

Human Resources:

1. Insurance – ACWA, GSRMA, and SDRMA Applications – On-going
2. GSRMA RMAP Program Application – Submitted on 2/23/2024
3. Health Equity - New HSA Company Set-up for Employees and managing portal.
4. Zoom Meeting – State of California March 11, 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. 2024 FMAP Grant – On-Going
9. YWA Grant – Pump Station 10 River Outfall – On-Going
10. YWA Grant Levee Storm Drain Replacement Unit 5 – On-Going
11. Linda Fire Land Lease – New Contract & increase in rent.

Regulatory Compliance:

1. Managing PWC 100 Projects online with Department of Industrial Relations – On-Going
2. State Controller’s Office - Government Compensation Report – Submitted 3/22/2024

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, Lesley Kaufman @ 1st American Title Company, George and Jonathan @ Alliant Networking, Jennifer Jensen @ Jensen Smith, Tiffany Shacklett @ HMS, Kyle Close – Permit Runner, Veronica Cobian – ACWA, Veronica Gonzalez – KB Homes, Nidia Watkins @ ACWA JPIA, Wendy Tucker @ SDRMA, and Ryan Brannon @ GSRMA.

16. General Manager’s Report:

General Manager’s Report
April 2, 2024

Administration:

1. Meetings: 03/05 RD784 Board Meeting, 03/11 TRLIA Feather Setback Conservation Area Cleanup Discussion, 03/21 FR RFMP Steering Committee, 3/19 CVFPB Coordinating Committee, 03/20 CCVFCA meeting, and Rotary.
2. Approved employee time off requests and task scheduling.
3. YWA grant application submitted on 3/14 - Cenedella Bend Erosion Site Risk Analysis Study
4. YWA grant application submitted on 3/14 – Pump Rehabilitations (Pump Stations 7 and 9)
5. Liability and Workman’s Comp Insurance applications.
6. Plan Reviews/Impact Fee Program:
 - A. Application Routing – Early Consultation – Solar & Battery Storage Facility at APN-014-350-068.
 - B. Trull RV & Boat Storage – 4131 Hazel St. – Meeting was held with the owner at MHM on 02/21/24 to discuss next steps to complete retention basin plans.
 - C. Drainage easement dedication - Lateral 15 at Arboga Colony.

Projects:

1. Pump Station 10 outfall – *In design stages*

2. Horseshoe Levee pipe replacements – NOE’s filed, *In design stages*
3. Urban levee boundary adjustments – MHM/Yuba LAFCO – LAFCO Public Hearing slated for April 3, 2024.
4. Relief Well #11 repairs in Unit 8.
5. USACE Utility encroachment correction coordination continues.

Regulatory Compliance:

1. Week Safety Meetings.
2. Monthly spray use report submitted to County.

17. Board Reports:

None to Report

18. Meeting Adjourned:

The meeting was adjourned at 10:44am

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