

**SPECIAL BOARD MEETING MINUTES** **RECLAMATION DISTRICT 784**

1594 Broadway Street  
Arboga, CA 95961-8821

**Meeting Description:** Reclamation District No. 784 Board of Trustee’s Special Board Meeting  
**Due to COVID-19 Pandemic this Meeting was held Via Teleconference and in Person**

**Date:** July 12, 2023 **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.	10:05am	10:55am	50 Min.

**1. Call to Order**

**A. Roll Call: Board President – Sarbdeep Atwal- Present, Trustee - Joe Danna - Present, 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, (Interim) 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 –**

David Read moved to approve the Board Meeting Minutes. Joe Danna seconded the motion. Motion Carried. **Vote: 5 Ayes (Atwal, Read, Danna, J. Hastey, and B. Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

**5. Approve Checks and Warrants –**

David Read moved to approve the Checks and Warrants. Joe Danna seconded the motion. Motion Carried. **Vote: 5 Ayes (Atwal, Read, Danna, J. Hastey, and B. Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

**6. Board to Consider Participation in the 2023-2024 FMAP Program and Adopting Resolution 2023-07-01 Authorizing a Proposal for Funding from DWR –**

DWR is accepting Plan Solicitation Packages from LMA’s to participate in the next funding program. Although funding has not yet been approved through the California Budget Act, DWR assumes that FMAP will continue to be funded. The program will fund various maintenance activities and improvements throughout the Urban and Rural levee

systems including vegetation management, rodent control, patrol road rehabilitation, repairs, and miscellaneous engineering reports. The funding amount is still T.B.D. David Read moved to approve the participation in the 2023-2024 FMAP Program and to adopt Resolution 2023-07-01 authorizing a proposal for funding from DWR. Joe Danna seconded the motion. Motion Carried. **Vote: 5 Ayes (Atwal, Read, Danna, J. Hastey, and B. Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

**7. Board to Consider Authorizing the GM to Sign and Submit a Notice of Exemption for Routine Maintenance of District Levees –**

The 2023-2023 DWR FMAP program requires a Notice of Exemption to be filed with the State Office of Planning and Research to satisfy CEQA requirements.

David Read moved to approve authorizing the GM to sign and submit a Notice of Exemption for routine maintenance of District levees. Joe Danna seconded the motion. Motion Carried. **Vote: 5 Ayes (Atwal, Read, Danna, J. Hastey, and B. Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

**8. Board to Consider County of Yuba Funding Request Letter for USDA Wildlife Specialist Services for FY 2023-2024 –**

The Yuba County Agricultural Department has maintained an agreement with the USDA Wildlife Services for over 30 years. The contract provides for a wildlife service specialist (AKA the County Trapper) to administer non-domestic animal damage control within the County. For the past several years, the District has utilized this service, primarily for the control of beavers. The Yuba County Weights and Measures Department is requesting \$3,000.00 to continue service in the District for FY 2023-24.

David Read moved to approve the County of Yuba Funding Request Letter for USDA Wildlife Specialist Service for FY 2023-2024. Joe Danna seconded the motion. Motion Carried. **Vote: 5 Ayes (Atwal, Read, Danna, J. Hastey, and B. Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

**Persons Attending**

- 1. Sarbdeep Atwal – RD784 Board President**
- 2. David Read – RD784 Board Vice-President**
- 3. Joe Danna – RD784 Board Trustee**
- 4. Jared Hastey – RD784 Board Trustee**
- 5. Brent Hastey – RD784 Board Trustee**
- 6. Patrick Meagher – RD784 Secretary of the Board**
- 7. Kimberly Ford – RD784 Deputy Secretary of the Board**
- 8. Tina Moore – (Interim) Field Superintendent**
- 9. Jesse Barton – RD784 Attorney**
- 10. Sean Minard – RD784 Engineer**

**Items for Discussion and Possible Actions:**

**9. Board to Review Board Election Timelines –**

Board member seats for Jared Hastey and Brent Hastey are up for election this year. Nominations will be accepted from August 23, 2023 through 5:00 pm on September 14, 2023. If the number of nominees does not exceed the number of trustees and no petition for election is presented to the Board, then no election need be held, and the Yuba County Board of Supervisors will be asked to appoint the nominees to a four-year term. For 2023,

Election Day will be Tuesday, November 7, 2023, and will only be held if there are more nominees than trustee positions.

**10. Board to Receive Information on an ACWA Letter in Support of the Newsom Administration's Proposed Infrastructure Package to Accelerate Critical Water Infrastructure Projects –**

At the direction of the State Legislative Committee, ACWA prepared a letter of support for the Newsom Administration's Infrastructure Package to accelerate critical water infrastructure projects. Local agencies were also encouraged to join the letter by providing signatory and logo information. Because this package could benefit local flood related infrastructure improvements, staff provided the signatory information and the District's logo in order to meet the June 9 deadline.

**11. Board to Consider Approving an Amended Budget for FY 2022-2023 to Adjust for Forecasted Assessment Revenue –**

When the budget for FY 2022/2023 was approved, it included estimated assessment revenue available at the time in the amount of \$3,130,083.88. In May 2023, LWA provided an updated forecasted assessment collection in the amount of \$3,494,210.29 which reflects new development captured in the FY 2022/2023 assessment roll submitted to the County. Brent Hastey moved to approve the 2022-2023 Amended Budget. Joe Danna seconded the motion. Motion Carried. **Vote: 5 Ayes (Atwal, Read, Danna, J. Hastey, and B. Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

**12. Board to Consider Adopting the 2023-2024 FY Budget –**

Jared Hastey moved to approve the 2023-2024 FY Budget. Sarbdeep Atwal seconded the motion. Motion Carried. **Vote: 5 Ayes (Atwal, Read, Danna, J. Hastey, and B. Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

**13. Closed Session:**

**A. Conference with Legal Counsel – Anticipated Litigation – Initiation of Litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9. One case.**

No Reportable Action.

**14. Field Manager's Report:**

Field Manager's Report  
July 12, 2023

Maintenance and Projects Completed

Unit 1

1. Mowed crown and ramps.
2. Weedeated the main entrance to Shad road & under Highway 70 bridge.
3. Weedeated firebreak L/S, L/M 0.45-1.00.
4. Sprayed the crown and ramps.
5. Painted graffiti on blocks.
6. Weedeated gate structures.

Unit 2A

1. Mowed service road and weedeated a firebreak L,M 0.00-1.00.

2. Sprayed L,S service road L/M 0.00-1.00.
3. Weedeated inside & outside of pump station.
4. Weedeated gate structures.

#### Unit 2B

1. Pump Station # 2 backup generators exercised on 6/12 & 6/26.
2. Sprayed Unit 2B crowns.
3. Sprayed V-Ditch.
4. Sprayed PS 2 outfall.
5. Weedeated gate structures.

#### Unit 3A

1. Pump Station #6 Backup generators exercised on 6/12 & 6/26.
2. Mowed L/S flats.
3. Weedeated firebreak along iron fence.
4. Weedeated all gate structures.

#### Unit 4

1. Prepped fire break (weedeated, and mowed)
2. Burned L/S Levee LM 4.85-5.50.
3. Weedeated gate structures.

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

1. Checked waterside flap gates weekly.
2. Weedeated around all head walls.

#### Unit 7

1. Mowed levee crown and ramps LM 0.00-3.60.
2. Mowed V-Ditch.
3. Weedeated firebreak L/S, L/M, 0.2-0.7.
4. Weedeated gate structures.

#### Unit 8

1. Sprayed and mowed along the V-Ditch.
2. Mowed L/S lot East of County Rd 512.
3. Mowed L/S flat West of P/S 8.

#### Unit 9

1. Pump Station #3\_Backup generator exercised on 6/12 & 6/26.
2. Pump Efficiency Testing on pump 3.
3. Mowed L/S service road.

4. New AB gravel L/S service road (1.50-4.25).

#### Goldfields 200-year Levee

1. Mowed levee crown, ramps, flats, and service road.

#### Drainage Laterals and Detention Basins.

1. Weedeated Lateral 9.10,11,12,13(N),14 FRB,15(N) &(S), 19.
2. Weedeated Lateral 15 (N) Bingham.
3. Weedeated Cal Trans Basin.
4. Cut sucker trees out of Pond 16.
5. Weedeated front lot to Wheeler Basin.
6. Trimmed low hanging branches and mowed service road at Chestnut Basin.
7. Mowed Lat 15 (S) Algodon service road.
8. Cleared beaver dam obstructions out of Lateral 16 and 20.
9. Sheep and goat grazing at River Oaks Detention Basin, Wheeler Basin, North and South Ella Basin, Island Basin, Lateral 16 and pond 16 pond 18.
10. Sprayed Blackberries Lateral 8, 15 N, 17.

#### Shop, Office, Fleet Vehicles, and Equipment

1. Shop-generator was exercised on 6/12, 6/26.
2. Dump trailer repainted.
3. Repaired starter on 2017 service truck at Bill's electric.
4. Replace two tires on Flex 15 mower (Les Schwab)
5. Serviced the 2017 service truck (oil, oil filter, & air filter).

#### Safety / Training

1. Administered weekly safety meetings,  
Pesticide (Rat X, Gopher Getter, Giant Destroyer, & Agri Dex)  
Safety Topic (Hazardous Materials Safe Practice, Equal Employment Opportunity  
, Reducing the exposer of Disease Carrying –Ticks).

#### Miscellaneous

1. Regularly checked for damage 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. Replace glass globe and cage at PS 7.
3. Implemented (Reducing the exposer of Disease Carrying –Ticks) into the injury & illness prevention program.
4. Placed No Parking Do Not Block Gate signs at PS 10 Murphy Road gate.
5. Trimmed low hanging branches Pump Station 5.

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

**Administrative Assistant Monthly Report  
July 12, 2023**

**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 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. Audit Preparation, Meetings with Accountant, Calls with Auditor, and Drop Off Documents- Pending
11. New 2023-2024 Budget Preparation

**Clerical/Office:**

1. Impact Fees & Plan Check Fees
  - A. Lennar – Northpointe Village 2
  - B. 3421 Fourth Street Plumas Lake – Oleg Kovalev
  - C. 1201 Murphy Road – Sergio Zermeno
2. Permit Clearance Request Sign Offs
  - A. Lennar – River Oaks North Village 2
  - B. KB Homes – Cobblestone Phase 7
  - C. Cresleigh Homes – Plumas Lake Village 2

**Human Resources:**

1. Insurance Benefit Enrollment & Direct Deposit for New Hire – Jordan Hammett
2. Benefit Transfer of Retirement – Jess McLaughlin

**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 – New Contract Renewal - Pending
6. Chestnut Pond Watershed Improvements – Billing – On-Going
7. Ray Morgan – Copier/Fax Contract Renewal Lease – Meetings and Proposals

**Regulatory Compliance:**

1. Managing PWC 100 Projects
2. County of Yuba – Proposed Budget Request for 2023-2024

**Contacts:**

Gracey Copelin @ Yuba County – YCDS, Mark Fowler @ Atteberry Searle, Elisa @ Paychex, Jesse Barton @ Gallery & Barton, Jolie Turk @ YC Treasurer, Jason Little @ DWR, Patrick Soper @ LWA, Eric @ Alliant Networking, Jennifer Jensen @ Auditor’s, Kyle Close – Permit Runner, Russ Powell @ EPS, Andrea Chapman – Sage/Master Builder, Veronica Cobian – ACWA, and Leon Ellis – Ray Morgan.

***16. General Manager’s Report:***

General Manager’s Report  
July 12, 2023

**Administration:**

1. Meetings: 06/06 TRLIA Board Meeting, 06/12 FR RFMP, 06/15 RD784 Special Board Meeting, 06.21 CCVFCA, 06.23 CVFPB, Staff Meetings, and Rotary.
2. Approved employee time off requests and task scheduling.
3. Applicant interviews.
4. Mid-Year Employee Evaluations
5. Plan Reviews/Impact Fee Program:
  - A. Ag Building – 1201 Murphy Rd.
  - B. New Residence - 3421 Fourth St., Arboga
  - C. Trull RV & Boat Storage – 4131 Hazel St. – MHM completed a 3<sup>rd</sup> review and provided new comments for outstanding items which were forwarded to the owner on May 16. On June 14, 2023, the owner paid the District a review fee overage plus another deposit to complete a 4<sup>th</sup> review.
  - D. TRLIA Climate Resiliency Project.
  - E. Local DRAFT O & M manual review.

**Projects:**

1. Pump Station 5, 7, and 9 SCADA improvements – Tesco Controls
2. Pump Station #3 pump efficiency testing.
3. TRLIA/RD784 land transfer reviews - Working on Cal-Trans Detention Basin.
4. Lindhurst Avenue/ Chestnut Pond drainage improvements (County Project).
5. Urban levee boundary adjustments – MHM/Yuba LAFCO (MHM addressing first comments).
6. USACE Utility encroachment correction coordination continues.

**Regulatory Compliance:**

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

***17. Meeting Adjourned:***

The Board Meeting was adjourned at 10:55am.

*The complete Board Agenda Meeting Material is available at the Reclamation District 784 Office, located at 1594 Broadway, Arboya, 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.*

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Sarbdeep Atwal, President

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Kimberly Ford, Deputy Board Secretary