

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: June 15, 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.	10:03am	10:40am	37 Minutes
1. Call to Order					
A. Roll Call: Board President - Sarbdeep Atwal - Present, Board Trustee - Joe Danna - Present, Board Vice-President - David Read - Present, Board Trustee - Jared Hastey - Absent, Board Trustee - Brent Hastey - Present, Board Secretary - Patrick Meagher - Present, Deputy Board Secretary - Kimberly Ford - 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. David Read seconded the motion. Motion Carried. Vote: 4 Ayes (Atwal, Read, Danna, and B Hastey), 0 Nays, 1 Absent (J Hastey), and 0 Abstain.					
5. Approve Checks and Warrants – Brent Hastey moved to approve the Checks and Warrants. David Read seconded the motion. Motion Carried. Vote: 4 Ayes (Atwal, Read, Danna, and B Hastey), 0 Nays, 1 Absent (J Hastey), and 0 Abstain.					
6. Board to Consider Entering into an Updated Agreement Between the County of Yuba, Auditor-Controller and Reclamation District 784 – Brent Hastey moved to approve the Updated Agreement. David Read seconded the motion. Motion Carried. Vote: 4 Ayes (Atwal, Read, Danna, and B Hastey), 0 Nays, 1 Absent (J Hastey), 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. Brent Hastey – RD784 Board Trustee
5. Patrick Meagher – RD784 Secretary of the Board
6. Kimberly Ford – RD784 Deputy Secretary of the Board
7. Jesse Barton – RD784 Attorney
8. Sean Minard – RD784 Engineer
<i>Items for Discussion and Possible Actions:</i>
<p><i>7. Board to Receive the 2023-2024 RD784 Assessment Escalation Evaluation and Consider Adopting Resolutions 2023-06-01 and 2023-06-02 for a New Assessment Rate and Collection of Charges on the County Tax Roll –</i></p> <p>Annual Escalation – (Ref: July 10, 2019 LWA Final Engineer’s Report for RD784) During the 218 Process, the assessment engineer determined that an appropriate escalation factor is reflective of construction labor and materials used for the services provided. Therefore, in FY 2023-2024, the maximum authorized assessment rate will be subject to an annual inflationary escalator pursuant to Government Code 53739(b) based on the annual change in the San Francisco Construction Cost Index (CCI) and the change in the 20-City CCI with Base Year 1913 = 100, published by the Engineering News-Record (ENR), subject to a minimum of 0 percent and a maximum of 4 percent in any given year. The RD784 Board may elect to levy the assessment up to the maximum authorized assessment rate in any given year, based on an annual budget analysis. Based on the ratio of the ENR 20-City CCI for May 2023 compared to May 2022, LWA has calculated for FY 2023/2024, RD784 could select an escalation rate between 0% and 1.97% plus the additional 1% that is needed annually through FY 2025/26 to make up for the approved 4% 2021-2022 escalation that was not applied to the tax roll due to a submission error. The total proposed escalation is 2.97%. Brent Hastey moved to approve the 2.97% Escalation Rate. David Read seconded the motion. Motion Carried. Vote: 4 Ayes (Atwal, Read, Danna, and B Hastey), 0 Nays, 1 Absent (J Hastey), and 0 Abstain.</p>
<p><i>8. Board to Consider Adopting the Annual Drainage Impact Fee Inflator for Fiscal Year 2023-2024 –</i></p> <p>EPS has calculated the annual inflator for the District’s Impact fee program. Consistent with the methodology set forth in the 2013 RD784 Nexus Study addenda and the 2015 Basin C-2 Nexus Study, EPS adjusted the improvement cost estimates using the average of the change in the San Francisco Construction Cost Index (CCI) and the change in the 20-City CCI, as reported in the Engineering News-Record. Once adopted by the District Board, the technical memo is forwarded to the Yuba County Board of Supervisors for formal adoption. The average increase from May 2022 to May 2023 was 1.97%. Joe Danna moved to approve the Annual Drainage Impact Fee Inflator for the Fiscal Year 2023-2024. David Read seconded the motion. Motion Carried. Vote: 4 Ayes (Atwal, Read, Danna, and B Hastey), 0 Nays, 1 Absent (J Hastey), and 0 Abstain.</p>
<p><i>9. Board to Receive an Update on Caltrans Delinquent Assessments –</i></p> <p>Caltrans currently owes the District \$298,483.17 for past due assessments which includes \$82,149.59 of late fees and interest. The District sent the original assessment invoices for payment to District 3 in the fall of 2021 which became delinquent on December 10, 2021. After receiving a letter from Caltrans in April 2022 rejecting payment, the District began to pursue Caltrans and continues to do so.</p>

10. Board to Receive an Update on GSRMA Liability and Workman's Comp Rates and Consider Sending a Notice of Intent to Withdraw –

The GRSMA updated Liability and Workman's Comp rates for FY 2023-2024 have increased by 38%. The District Staff is exploring other less expensive options. However, per the GSRMA Bylaws, the District is required to give notice 1-full year in advance to withdraw and must be received by June 30, 2023 in order to withdraw for FY 2024-2025. If a notice of intent to withdraw is sent, the District will have the option to rescind the request up until June 1, 2024. Brent Hastey moved to approve the GM to submit a Notice of Intent to Withdraw. Sarbdeep Atwal seconded the motion. Motion Carried. **Vote: 4 Ayes (Atwal, Read, Danna, and B Hastey), 0 Nays, 1 Absent (J Hastey), and 0 Abstain.**

11. Board to Receive Monthly Budget Snapshot –

The Board was presented with a Monthly Budget Snapshot through May 31, 2023.

12. Field Manager's Report:

Field Manager's Report
June 15, 2023

Maintenance and Projects Completed

Unit 1

1. Cleaned up trash throughout unit.
2. Weedeated along waterside concrete block barriers.

Unit 2A

1. Mowed levee crown from LM 0.00 – 1.00.

Unit 2B

1. Pump Station #2
 - Backup generator exercised on 5/15.
 - Sprayed inside and around Operation yard.
2. Mowed levee crowns and ramps.

Unit 3A

1. PS #6
 - Backup generators exercised on 5/15.
2. Mowed levee crown and ramps.

Unit 4

1. Sprayed levee crown from LM 5.93 – 6.34.

Units 3B/ 5 / 6 (Horseshoe Levee)

1. Checked waterside flap gates weekly.
2. Sprayed all levee crowns, ramps, and around structures in Units 3b, 5, and 6.

Unit 7

1. Mowed levee crown and ramps.

Unit 8

1. Placed a new layer of AB gravel on landside service road and ramps at LM 0.50.

Unit 9

1. Pump Station #3

- The backup diesel generator was exercised on 5/15.
 - Pump Efficiency Testing on pumps 1, 2, 4, and 5.
2. Mowed and weedeated land and waterside fence lines at LM 0.50.
 3. Mowed landside toe, service roads, and ramps.
 4. Repaired cut pipe fence on landside toe at Star Bend, LM 5.50.
 5. Replaced piezometer paddle marker at LM 5.50.

Goldfields 200-year Levee

1. Mowed levee crown from LM 1.00 – 2.70.

Drainage Laterals and Detention Basins

1. Mowed and weedeated along Lateral 5.
2. Mowed and weedeated along Lateral 14 (Feather River Blvd.)
3. Mowed and weedeated along the Linear Pond 18 service roads.
4. Mowed Lateral 15 (S) behind homes in Plumas Lake.
5. Mowed Lateral 15 (N)/17 service roads.
6. Mowed service roads around River Oaks Detention Basin.
7. Mowed Linear Pond 20 service roads.
8. Weedeated Lateral 16 service road along River Oaks Blvd.
9. Mowed Linear Pond 16 service roads.
10. Mowed Ella Basin North Service Roads.
11. Mowed/weedeated along Lateral 15 (N) near Woody's PS #1.
12. Weedeated firebreak on east side of Island Rd. Detention Basin against backyard fences.
13. Changed blades on Rhino Flex 15 mower.
14. Cleared beaver dam obstructions out of Lateral 16 and 20.

Shop, Office, Fleet Vehicles, and Equipment

1. Shop-generator was exercised on 5/15.
2. Dump trailer repainted.
3. Repaired valve fittings on 2017 spray rig.
4. Repaired hydraulic valve on New Holland Tractor (w/out loader).
5. Serviced the John Deere Backhoe.

Safety / Training

1. Administered weekly safety meetings.

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. Post Earthquake inspection on 5/12/2023 - all levee units, no issues.
3. Flood fight supplies staged at Yuba College checked weekly.
4. Checked the Olivehurst Pump Station, Pump Station 1, 4, 5, 7, and 9, weekly.
5. Weedeated inside and outside of the Olivehurst Pump Station operations yard.

13. Administrative Assistant's Report:

Administrative Assistant Monthly Report June 6, 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 and Meetings with Accountant and Calls with Auditor- Pending
11. Tri- Counties Bank Credit Card Online Access Portal Training

Clerical/Office:

1. Impact Fees & Plan Check Fees
 - A. Lennar – Northpointe Village 2
2. Permit Clearance Request Sign Offs
 - A. Lennar – River Oaks North Village 2
 - B. KB Homes – Cobblestone Phase 7
 - C. Linda Fire Department Admin Building Expansion – 1296 Scales Avenue
 - D. Generation Communities – Draper Ranch 2

Human Resources:

1. GSRMA Application – RMAP Program – Awarded **\$9,314.30** for excellence in Risk Management
2. Termination Paperwork – Jess McLaughlin – Field Superintendent – May 26, 2023
3. New Hire Paperwork– Jordan Hammett – Field Crew Worker – May 30, 2023

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

Regulatory Compliance:

1. Managing PWC 100 Projects
2. GSRMA – Actual Payroll Questionnaire for Insurance Estimates.
3. 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, and Andrea Chapman – Sage/Master Builder, Veronica Cobian - ACWA

14. General Manager's Report:

General Manager's Report
June 15, 2023

Administration:

1. Meetings: 04/27 Tri-Counties Bank credit card on-line access portal training, 05/02 RD784 Board Meeting, 05/08 FR RFMP Steering Committee, 05/24 CVFPB Coordinating Committee, 05/24 IRWM meeting, Weekly Flood/Weather Awareness Meetings, Staff Meetings, and Rotary.
2. Reviewed employment applications for new Field Worker.
3. Approved employee time off requests and task scheduling.
4. Plan Reviews/Impact Fee Program:
 - A. County Early Routing Consultation - Fernwood Village Subdivision
 - B. Linda Fire Department Admin. Building Expansion – 1296 Scales Ave.
 - C. Trull RV & Boat Storage – 4131 Hazel St. – MHM completed a 3rd review and new comments for outstanding items were forwarded to the owner on May 16, 2023. An invoice to cover a review fee overage plus another deposit to complete a 4th review was also included with the latest comments.
 - D. TRLIA Climate Resiliency Project

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 (Application in review with LAFCO).
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.

Announcements/Updates:

- A. Jess McLaughlin, Field Superintendent, resigned from his employment with the District on May 26, 2023.
- B. Field worker Tina Moore was appointed by the GM as interim Field Superintendent.
- C. Jordan Hammett began employment with the District as a new field worker on 05.30.2023.
- D. The next RD784 Board meeting will be a Special Meeting on Wednesday, July 12.
- E. The GM will be on vacation on July 5, 6, & 7.

15. Board Reports –

Brent Hastey spoke and gave updates on the ACWA Conference that he attended.

16. Meeting Adjourned:

The Meeting was adjourned at 10:40am.

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