

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: January 13, 2025 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.	10:04am	11:13am	1HR 9 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 - Absent, Trustee – Brent Hastey – Present, Board Secretary - Patrick Meagher - Present, Deputy Board Secretary - Kimberly Ford, Present, Field Superintendent – Tina Moore - Absent, 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. Joe Danna 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. Joe Danna 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>6. Board to Select Chair and Vice-Chair for 2025 – Brent Hastey moved to approve the selection of Sarbdeep Atwal as RD784 President of the Board David Read as RD784 Vice-President of the Board. Joe Danna 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>7. Board to Receive the 2024 DWR Fall Inspection Results – The District received an acceptable “A” rating for all urban and rural levee units.</p>
<p>8. Board to Receive and Consider a Draft Capital Improvements Plan – Staff has been working with MHM and YWA on a draft Capital Improvements Plan to identify, prioritize, and budget for upcoming infrastructure projects over the next several years. Projects include culvert replacements, pump station upgrades, security upgrades, patrol road rehabilitations, telemetry upgrades, and more. Brent Hastey moved to approve the Draft Capital Improvements Plan. Joe Danna 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>9. Board to Receive Information About the Yuba County Parks & Recreation Work Group – Staff attended the Yuba Co. Parks and Rec. workgroup meeting on December 12th to discuss the county’s goal and objective to develop, review, and update a plan to promote the utilization of parks, walking paths, playgrounds, and other recreational activities across Yuba County as part of exploration for possible formation of a regional park’s recreation authority. The current Yuba County Parks Master Plan from 2008 identifies specific local parks, trails, sports fields, various indoor & outdoor recreational programs, and special use areas. The plan also mentions that other agencies, including RD784, serve parks and recreation-related functions for communities within Yuba County; although, there are no specific activities or functions identified in the plan. The District does not discourage non-motorized recreation such as walking, biking, etc. Staff is seeking direction from the Board whether or not to engage with the workgroup on this effort which would include attending monthly workshop meetings and supporting the workgroup’s goal and objective, which is to promote and increase the use of currently available parks and recreation areas across Yuba County. Brent Hastey moved to direct Staff to be a part of the Yuba County Parks & Recreation Workgroup including authorization to sign the Workgroup Charter. Joe Danna 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>10. Board to Receive Information on HR Consulting Firms and Provide Direction to Staff – In the past, the GM has conducted wage and salary surveys for all staff. In preparation for upcoming employee wage & salary surveys (including for the GM), staff is seeking direction from the Board to either continue conducting surveys internally or begin utilizing an outside HR consulting firm. Staff also presented a quote from MRG Consulting for evaluation services for the GM at a cost of \$9,900. Brent Hastey moved to direct staff to continue conducting compensation studies in-house and directed staff to</p>

approve MRG's proposal for GM evaluation services in the amount of \$9,900, with additional direction to first request evaluation services from YWA if available for a lower cost. David Read seconded the motion. Motion Carried. **Vote: 4 Ayes (Atwal, Read, Danna, and B. Hasteley), 0 Nays, 1 Absent (J. Hasteley), and 0 Abstain.**

11. Board to Receive the Monthly Budget Snapshot –
The Board was presented with a monthly budget snapshot through December 31, 2024.

12. Field Manager's Report:

Field Manager's Report
January 13, 2025

Maintenance and Projects Completed

Unit 1

1. Vegetation abatement around gate structures.
2. Debris removal.
3. Grout squirrel holes L/S – L/M 1.00-1.32, 1.70-1.77

Unit 2A

1. Vegetation abatement around gate structures.
2. Debris removal.

Unit 2B

1. Pump Station # 2 backup generators exercised 12/9 & 12/23.
2. Vegetation abatement around gate structures.

Unit 3A

1. Pump Station # 2 backup generators exercised 12/9 & 12/23.
2. Vegetation abatement around gate structures.

Unit 4

1. Vegetation abatement around gate structures.
2. Sprayed Clear-cast & Dyne-Amic pesticide (Clark lateral).

Units 3B/ 5 / 6 (Horseshoe Levee)

1. Checked waterside flap gates weekly.
2. Vegetation abatement around flap gate headwalls.

Unit 7

1. Vegetation abatement around gate structures.
2. Debris removal.
3. Grout squirrel holes L/S – L/M 0.72 -0.75

Unit 8

1. Monitor sink hole L/S service road L/M 1.75 (Relief Well #11).

Relief Unit 9

1. Pump Station #3 Backup generator exercised on 12/9 & 12/23.
2. Vegetation about around gate structures.
3. Grout squirrel holes L/S – L/M 5.00-5.25

Goldfields 200-year Levee

1. Vegetation abatement around gate structures.

Drainage Laterals and Detention Basins.

1. Vegetation abatement Lateral 16 culverts.
2. Vegetation abatement / cut suckers pond 8 North.
3. Vegetation abatement / cut suckers pond 20.
4. Vegetation abatement / cut suckers lateral 5 (CDF).
5. Vegetation abatement lateral 15 North (Feather River BLVD).

Shop, Office, Fleet Vehicles, and Equipment

1. The shop generator was exercised on 12/9 & 12/23.
2. Clean and exercise equipment weekly.
3. Replace Windshield on 2019 Ford F250 field superintendent's truck.
4. Replace electric jack on Carson dump trailer.

Safety / Training

1. Administered weekly safety meetings.
2. New hire SEMS & NIMS training.
3. Cal/OSHA & Accident Investigation training with ACWA JPIA (Tina)

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. Storm maintenance when weather permitted.
3. Pump Station 7 Pipe repair (T&S)
4. Rewind the 60 HP motor at pump station 5 (CPM).
5. Renewed restricted material use permit (Yuba County Ag Department).
6. District storm maintenance when weather permitted.
7. Greased and exercised all slide gates.

13. Office Manager's Report:

Office Manager's Monthly Report January 13, 2025

Accounting:

1. Budgets and Budget Updates
2. Account Reconciliations
3. AP Reports, Invoicing, and Check Processing for Vendors & Clients
4. Payroll, Time Cards, Calculations, Job Costing, and Submittal to Paychex
5. Checks, Warrants and Deposits
6. Green Sheet Reconciliations with Veronica Ludwig@ County – Ongoing
7. Reimbursement Program for Developers and TRLIA - Tracking and Meetings
8. QuickBooks Benefit Assessment Tracking Transition – Ongoing
9. Receiving & Entering Benefit Assessment Payments.
10. Notarizing Documents when needed.
11. Preparing and Proofing Misc. Letters for Patrick.

Clerical/Office:

1. Impact Fees & Plan Check Fees
 - A. Kyle Trull RV Boat & Storage – Invoice MOU Fee and Previous Invoice Payment
2. Permit Clearance Request Sign Offs
 - A. KB Homes – Cobblestone Phase 7
 - B. Lennar – Rio Del Oro 17-19
 - C. JPM Properties – 1108 Vine Avenue
 - D. Cresleigh Homes – Plumas Ranch Village 6 and Woodside Village 3A
 - E. Richmond Homes – Plumas Lake Phase 8
3. Cal-Trans Delinquent Assessments – Tracking & Billing.
4. Maintains and Updates District Website Regularly.

Human Resources:

1. Lincoln Financial Retirement Updates & Managing Accounts.
2. Trustee Benefits with ACWA/JPIA – Completed Enrollments
3. Tracked all Training Classes for Employees
4. Responded to Agency Requests
5. ACWA/JPIA Suggested - Handbook Revisions – In Progress

Contract Management:

1. YWA Boundary Grant - Grant Extended
2. TRLIA Goldfields – Maintenance Billing - Ongoing
3. Olivehurst Pump Station – Maintenance Billing – Ongoing
4. FSRP Grant – Start Billing for Reimbursement
5. 2024 FMAP Grant – Ongoing
6. YWA Grant – Pump Station 10 River Outfall – Ongoing
7. YWA Grant Levee Storm Drain Replacement Unit 5 – Ongoing
8. Levee Patrol Rehabilitation Grant – Ongoing

Regulatory Compliance:

1. Managing PWC-Certified Payroll 100 Projects online with Department of Industrial Relations – Ongoing.
2. Completed Office WPV Inspections twice monthly.
3. Board Packets – Monthly Board Meeting – Assembling, Attendance & Recordings

4. Notary Renewal – Looking for a Class – Current Expires in 3/2025

14. General Manager's Report:

General Manager's Report
January 13, 2025

Administration:

1. Meetings: 12/3 RD784 Board meeting, 12/10 CCVFCA Flood Forum, 12/12 YWA/CITRIS Piezometer meeting, 12/12 Yuba County Parks and Recreation Workshop, 12/18 CCVFCA, and Rotary.
2. End of year employee evaluations.
3. Plan Reviews/Impact Fee Program:
 - A. Woodside Village 4 Tentative Subdivision Tract Map – *County Application Routing (Early Consultation)*
 - B. Commercial Development Project at APN 020-020-086-000 (*North Beale Rd.*)
 - C. Room Addition – *1108 Vine Avenue.*
 - D. Trull RV & Boat Storage – 4131 Hazel St.

Projects:

1. RD784 Emergency Operations Plan Updates
2. Horseshoe Patrol Road Rehabilitations (*Units 3B & 6*)
3. TRLIA Climate Resiliency Geotechnical Boring Explorations on Unit 2B Feather River East Levee (*CVFPB Approval WA2023129 with Approved Time Variance Request through January 20th*)
4. Office Trailer HVAC Replacement - *Final Inspection PASSED – D.H.C.D. Permit #13428153*
5. Pump Station 10 outfall – *In design stages*
6. Best Slough Dry-Creek (Horseshoe Levee) DRAFT LOI/SWIF
7. YWA/CITRIS
8. Horseshoe Levee pipe replacements – *CVFPB Authorization Letter WA2024155 received*
9. Relief Well #11 repairs in Unit 8: - *CVFPB Authorization Letter WC2024199 received*
10. USACE Utility encroachment correction coordination continues. *State Enforcement Case #15574 at Hammonton Smartsville Rd. (Physical Work Completed)*
11. Cenedella Bend Erosion Site Risk Analysis Study - *RFP released on 11/04/2024*
12. Pump Station No. 7 Outfall Pipe Repairs – *Completed*
13. YSEDC Comprehensive Economic Development Strategy Plan 5-Year Update

14. Animal Burrow Grout Demonstration (12/06 at Levee District No. 1)

Regulatory Compliance:

1. Yuba County Weights & Measures Headquarters Inspection – No violations, renewed permit #58-25-5800169 issued for 2025.
2. 11/26 ACWA JPIA Webinar – *When to report a workplace injury to OSHA*
3. 12/11 ACWA JPIA Webinar on New Employment Laws for 2025
4. Weekly Safety Meetings
5. Monthly spray use report submitted to County.

15. Board Reports:

Brent Hastey reported to the Board that ACWA/JPIA is expected to have insurance premium increases in the future.

16. Meeting Adjourned:

The Meeting was adjourned at 11:13am.

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