

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: December 7, 2021 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.	10:02am	10:40am	38 Min.
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 - Absent, 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.					
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. Patrick Meagher – RD784 Secretary of the Board					
6. Kimberly Ford – RD784 Deputy Secretary of the Board					

7. Jess McLaughlin – RD784 Field Superintendent
8. Sean Minard – RD784 Engineer
9. Jesse Barton – RD784 Attorney
10. Chris Robles – River Oaks Plumas Development LLC
<i>Items for Discussion and Possible Actions:</i>
<p>6. Board to Receive Information on the Appointment of Sarbdeep Atwal, Joe Danna, and David Read to Four Year terms Starting December 2021 Through December 2025 –</p> <p>Mr. Danna, Mr. Read, and Mr. Atwal were all three appointed on September 28, 2021, by the Yuba County Board of Supervisors and then sworn in by the Clerk of the Board during the Month of November 2021. There is no further action required.</p>
<p>7. Board to Consider Increasing Contributions to Employee Retirement Plan –</p> <p>Joe Danna moved to increase the District’s contribution to the Employee Retirement Plan by 2%. Jared Hastey seconded the motion. Motion Carried. Vote: 4 Ayes (Brown, Read, Danna, and Hastey), 0 Nays, 1 Absent (Atwal), and 0 Abstain.</p>
<p>8. Board to Receive an Update on the 2019 USACE Urban Routine Levee Inspection –</p> <p>Staff continues to work on the outstanding unacceptable items were identified during the 2019 USACE Routine Inspection.</p>
<p>9. Board to Receive Information on Upcoming Training –</p> <p>All District Trustees will be due for mandatory 2-hour Ethics and 2-hour Anti-Harassment at the beginning of 2022. MVP Safety will provide in-person AB1234 Ethics training for local officials immediately following the January Board meeting. Lunch will be provided. In-person attendance is encouraged; however, an on-line alternative will also be available. Anti-Harassment training will be available immediately following the March Board meeting.</p>
<p>10. Board to Consider Postponing the Regular January 4, 2022, Board Meeting until Wednesday, January 12, 2022, and Receive the 2022 Board Meeting Schedule –</p> <p>David Read moved to approve that the Regular January 4, 2022 Board Meeting be postponed to January 12, 2022 and to also approve the New 2022 Board Meeting Schedule. Joe Danna seconded the motion. Motion Carried. Vote: 4 Ayes (Brown, Read, Danna, and Hastey), 0 Nays, 1 Absent (Atwal), and 0 Abstain.</p>
<p>11. Board to Receive the Monthly Budget Snapshot –</p> <p>The Board was presented with a Budget Snapshot for the month of November 2021.</p>
<i>12. Field Manager’s Report:</i>
<p>Field Manager’s Report December 7, 2021</p> <hr/> <p><u>Maintenance and Projects Completed</u> <u>Unit 1</u></p> <ol style="list-style-type: none"> 1. Pre-Storm checks around all urban levee units. 2. L/S LM 0.75 vegetation abatement 3. LM 1.80 debris removal.

4. LM 1.0 weld signage to gate post.
5. LM 1.0 block delivery and set from Hanford.
6. LM L/S 1.0 stage blocks for future cuts.
7. LM 1.80 remove debris.

Unit 2A

1. Pre-Storm checks around all urban levee units.
2. W/S LM 1.20 tree trimming and block line vegetation abatement.
3. LM 0.80 cyclone fence vegetation abatement.
4. PS 9 (Island) debris removal.

Unit 2B

1. Pump Station #2
 - Backup generator exercised on 11/08 and 11/22.
 - Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
 - Trash rack debris removal.
 - Move blocks for new pump station yard lighting installation (Wright one).
2. W/S LM 11.00 and 12.50 removal of tree branches.

Unit 3A

1. PS #6
 - Backup generators exercised on 11/08 and 11/22.
 - Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
 - Move blocks for new pump station yard lighting installation (Wright one).
2. Remove blocks from D Horton property.

Unit 4

1. Pre-Storm checks around all urban levee units.

Units 3B/ 5 / 6 (Horseshoe Levee)

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

Unit 7

1. Pre-Storm checks around all urban levee units.
2. LM 1.20 clean up trash debris.

Unit 8

1. Pre-Storm checks around all urban levee units.

2. PS 8 debris removal and vegetation abatement.

Unit 9

1. Pump Station #3

- The backup diesel generator was exercised on 11/08 and 11/22.
 - Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
 - Pump oiler gasket tightening pump 4.
1. LM 2.5 smoke squirrel holes.
 2. W/S LM 0.00 sheep depression repair.
 3. L/S LM 1.00 welding repair of cut fence.
 4. LM 3.00 weld signage to post.
 5. L/S and W/S LM 0.15 repair and reseed ruts.

Drainage Laterals and Detention Basins

1. Lateral 15/17 debris removal.
2. Lateral 15 (N) @ PS 1 tree cutting and removal.
3. River Oaks Detention Pond trash rack cleaning.
4. Pond 16 (S) debris removal end culvert.
5. Pond 20 debris removal at Dana H pipe.
6. Mall ditch debris removal and vegetation abatement.
7. Cal Trans Basin vegetation abatement and sucker tree removal.
8. Pond 20 bollard replacement and painting.
9. Ella Basin sucker tree cutting.
10. Wheeler Basin (S) sucker tree cutting.
11. Lateral 16 (River Oaks) culvert vegetation abatement.
12. Chestnut Basin tree debris removal and trimming.
13. Lateral 15 South CDF vegetation abatement. (2X).
14. Avondale (PS 5) debris removal and vegetation abatement.
15. Chestnut graffiti painting.
16. Chestnut debris removal.
17. Ella Basin sucker tree cutting.
18. Chestnut sucker tree cutting.
19. River Oaks detention basin pick up debris.
20. Lateral 16 service road vegetation abatement.

Shop, Office, Fleet Vehicles, and Equipment

- Shop generator exercised on 11/08 and 11/22.
1. Deep cleaning of the Shop, office, and equipment to further prevent any potential exposure to COVID-19.

2. Flex 15 and GR 84 serviced.

Safety / Training

1. Administered weekly safety meetings and misc. SDS sheet reviews.
2. COVID Protection Plan training.

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. Wright One, PS 1, 2, 5, 6 and Olivehurst Pump station LEP lighting install.
3. Matt Kincade-two beavers removed @ Pond 16.
4. College Conex air exchange to prevent mold.
5. Dumps runs from shop yard for waste (2 loads), tires (1 load to county yard) and metal (1 load to recycle yard).
6. Rene' Lopez welding repairs for cut fence in unit 9 and gate at Country Club (W/S).

13. Administrative Assistant's Report:

Administrative Assistant Monthly Report December 7, 2021

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 Angela @ County. – Ongoing
7. Board Packets – Monthly Board Meeting – Assembling and Attendance
8. 2021-2022 Reconciliations, Assessment Payments and Tracking – With Megan Jonsson.
9. Reimbursement Program for Developers and TRLIA - Tracking and Meetings
10. Audit Preparation – 2020-2021 – Uploading Documents and Reports

Clerical/Office:

1. Impact Fees & Plan Check Fees
 - A. Generation Communities Draper Ranch North Phase III, Feather Glen Phase 1C & 1D
 - B. KB Homes Cobblestone Phase 5
 - C. Kinder Morgan – Permanent Pipeline
 - D. City of Yuba City – Sewer Diffuser Project
 - E. Ulrich Builders – 1365 Broadway Rd.
2. Permit Clearance Request Sign Offs
 - A. Legacy Homes – Riverside Meadows Village 3

- B. Meritage Homes – River Oaks South Village 2
- C. Lennar – Sonoma Ranch, River Oaks North Village 1
- D. DR Horton – River Oaks South Village 1
- E. Richmond Homes - Thoroughbred Acres Phase 1, River Oaks South 1

Human Resources:

- 1. Brian Edinger – RMAP Program – Process
- 2. New Employee – Benefit and Insurance Registrations

Contract Management:

- 1. 2020-2021 FMAP OMRR&R Grant Agreement – In Process
- 2. 2021-2022 FMAP OMRR&R Grant Agreement – Preparing For
- 3. YWA/DWR IRWMP Grant Preparation – Revised Invoice as per DWR submitted
- 4. TRLIA Goldfields – Maintenance Billing - On-going
- 5. Olivehurst Pump Station – Maintenance Billing – On-going

Regulatory Compliance:

- 1. Managing PWC 100 projects – T&S Construction
- 2. Streamline Website Updating
- 3. Annual Flood Fight Training Class – Invitations, Sign Ups, and Certificates

Contacts: Angela Yanez @ Yuba County – YCDS, Mark Fowler @ Atteberry Searle, Caroline @ Paychex, Jesse Barton @ Gallery & Barton, Sean Minard @ MHM, Jolie Turk @ YC Treasurer, Jason Little @ DWR, Steve Woods @ GSRMA, Megan Jonsson @ LWA, Lloyd @Alliant Networking, Jennifer Jensen @Auditor’s, Kyle Close – Permit Runner, Naomi Whatley @ GSRMA, Brian Edinger @ GSRMA, Russ Powell @ EPS, and Tiffany Shacklett, CPA.

14. General Manager’s Report:

General Manager’s Report
December 7, 2021

Administration:

- 1. Approved employee time off requests and task scheduling.
- 2. Meetings: 10/28 GSRMA insurance policy overview, 11/2 RD784 Board meeting, 11/2 TRLIA Board Meeting, 11/3 Yuba LAFCO, 11/09 District Tour with GSRMA (Brian Edinger, Risk Control Advisor), 11/15 Arboga School pipe outfall pre-con, 11/16 Kinder Morgan Pipeline permit application meeting, 11/17 IRWMP, 11/17 YWA “Preparing for the next big flood”, 11/22 PG&E design meeting for utility pole relocations at Garden Ave (USACE insp. item), Misc. Project Follow-Ups with MHM, weekly staff meetings, and Rotary.
- 3. Provide correspondence to TRLIA Goldfields Construction Team as necessary.
- 4. Plan Reviews/Impact Fee Program:
 - A. Arboga Elementary School Expansion - *Update: Drainage impact fees received on 11/3/2021*
 - B. Feather Glen Phase 1 C

- C. Feather Glen Phase 1 D
- D. Horse Shelters & Barn – 1365 Broadway

Projects:

1. TRLIA 500 Year Design Project - Provided input to the design team as needed.
2. TRLIA ULDC levee certification process – Researched and forwarded O&M documentation to MBK Engineers.
3. USACE Routine Inspection Items – PG&E in the design phase to relocate poles near Garden Ave.
4. Unit 5 LM 1.59 Pipe Replacement. – Near completion, pending final hardware installation.
5. Curtis Avenue Culvert (Lateral 14) - Still pending responses from all landowners
6. Yuba County Local Hazard Mitigation Plan.
7. Climate change vulnerability analysis – (Working with Yuba County as needed)
8. Pump Station 5, 7, & 9 Instrumentation Improvements – Design process continues, first submittals received, radio survey started.

Regulatory Compliance:

1. Monthly pesticide spray use report submitted on-line to the County.
2. Notice of Termination filed for WDID No. 5S58C390339 (Linear Pond 16 Borrow Site – Pending Final Approval)

Announcements:

1. Paul Brunner will be recognized by Proclamation presentations at the December 7, 2021, TRLIA Board meeting at 2:30PM and by the County at the December 14, 2021, BOS meeting at 9:00 AM. Both meetings will be in the County BOS chambers located at 915 8th St. in Marysville.
2. The RD784 Annual Holiday Employee Appreciation Lunch will be at the District office on Monday, December 13, 2021, at 1:00 PM.

15. 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.

Rick Brown, President

Kimberly Ford, Deputy Board Secretary