

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					
Date: March 2, 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.	10:01am	11:23am	1 Hr 22Min
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 - Present, 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 - Joe Danna moved to approve the Board Meeting Minutes. Sarbdeep Atwal seconded the motion. Motion Carried. Vote: 5 Ayes (Brown, Read, Atwal, Danna, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.					
5. Approve Checks and Warrants - Joe Danna moved to approve the Board Meeting Minutes. Sarbdeep Atwal seconded the motion. Motion Carried. Vote: 5 Ayes (Brown, Read, Atwal, Danna, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.					
Persons Attending					
1. Rick Brown - RD784 Board President					
2. David Read - RD784 Board Vice-President					
3. Sarbdeep Atwal - RD784 Board Trustee					
4. Joe Danna - RD784 Board Trustee					
5. Jared Hastey - RD784 Board Trustee					
6. Patrick Meagher - Secretary of the Board					

7. Kimberly Ford – RD784 Deputy Secretary of the Board
8. Jess McLaughlin – RD784 Field Superintendent
9. Sean Minard – RD784 Engineer
10. Jesse Barton – RD784 Attorney
11. Paul Brunner – TRLIA
<i>Items for Discussion and Possible Actions:</i>
<p>6. Board to Receive the DWR Fall 2020 Urban and Rural Levee Inspection Results – The District received an acceptable or “A” rating for all Urban & Rural levee units.</p>
<p>7. Board to Consider Authorizing the G.M. to Sign a Yuba County Local Hazard Mitigation Plan Participating Jurisdiction Letter of Commitment – Yuba County OES is coordinating efforts to develop a FEMA approved Local Hazard Mitigation Plan (LHMP) Update to the 2015 Hazard Mitigation Plan. The purpose of the plan is to help reduce the impacts of hazards to citizens, property, and critical infrastructure in the County as well as helping reduce the cost of flood insurance to residents of Yuba County. County, City, District, and other agency coordination is a requirement for an approved plan which is targeted to be submitted to Cal OES in July 2021. The next step is for the District to sign a Participating Jurisdiction Letter of Commitment to formalize the District’s interest as a participating jurisdiction. Jared Hastey moved to authorize the General Manager to sign the Yuba County Local Hazard Mitigation Plan Participating Jurisdiction Letter of Commitment. Sarbdeep Atwal seconded the motion. Motion Carried. Vote: 5 Ayes (Brown, Read, Atwal, Danna, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.</p>
<p>8. Board to Receive an Update on the De-Authorization of Reach 6 of the Western Interceptor Canal – In the spring of 2020, TRLIA started the process of seeking the deauthorization of Reach 6 located at the north west end of the Western Pacific Interceptor Canal. Approximately 4 tenths of a mile at the very end of Reach 6 (AKA Levee Unit 4) is now deauthorized but will remain in the State Plan of Flood Control until the federal action is acknowledged at a future CVFPB meeting.</p>
<p>9. Board to Receive District Security Update – There has been an uptick in vandalism, primarily along the Urban levee fence lines. Field crews continue to make repairs while District security and staff continue to collaborate with the Yuba County Sherriff’s Department.</p>
<p>10. Board to Consider Authorizing the Purchase of a New Backhoe – Task 5 in the 2020/21 DWR FMAP grant agreement includes \$115,200 for purchasing new equipment. The District is a member of Source-well which is a public agency that offers competitively solicited purchasing contracts for products and equipment to member agencies, so members do not have to duplicate the competitive solicitation process. Staff recommends awarding the sale to Sonsray</p>

Machinery for a total cost of \$131,608.75. Sarbdeep Atwal moved to authorize the purchase of the New Backhoe. David Read seconded the motion. Motion Carried. **Vote: 5 Ayes (Brown, Read, Atwal, Danna, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

2020/21 FMAP	RD784 Cost Share	Total
\$115,200.00	\$16,408.75	\$131,608.75

11. Board to Receive Information on Recent Discussions Regarding the Future of TRLIA –

Staff was asked earlier this year by YWA and County of Yuba staff to begin discussions regarding the future of TRLIA. Three Rivers Levee Improvement Authority was established in 2004 by the County of Yuba and RD784 to finance and construct levee improvements in south Yuba County. Staff is seeking support from the Board before continuing further collaborative discussions with YWA, the County of Yuba, and TRLIA to evaluate existing TRLIA liabilities, obligations, O&M responsibilities, and also to consider what it might look like to shift many of those responsibilities to RD784, the County, and YWA.

12. Board to Consider Forming an Ad Hoc Committee with the GM to Update the Non-Exempt Employee Pay Scales –

The non-exempt employee pay scale range was last updated and approved by the Board in December 2017. Staff recommends forming an Ad Hoc committee to discuss and review with the GM, then make a recommendation at the April Board meeting. David Read and Joe Danna volunteered for the Ad Hoc Committee.

13. Board to Consider Compensation Increase – General Manager –

The GM’s current annual salary is \$92,000. A recommended 5 step GM salary range was approved at the September 12, 2018 Board meeting. Joe Danna moved to approve an increase in pay of \$104,000.00 to the RD784 General Manager. Jared Hastey seconded the motion. Motion Carried. **Vote: 5 Ayes (Brown, Read, Atwal, Danna, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

14. Board to Consider Budget Snapshot –

The Board was presented with a Budget Snapshot through the Month of February 28, 2021.

15. Field Manager’s Report -

Field Manager’s Report
March 2, 2021

Maintenance and Projects Completed

Unit 1

1. Unit 1 LM 2.0,0.5 trash removal.
2. Unit 1 UPRR stop logs LM 1.93.
3. Unit 1 L/S LM 1.4 and LM 1.7 gate tab repairs and adjustment behind Walmart.

4. Unit 1 Block line graffiti cover up. (Both sides of Hwy 70 bridge)
5. Unit 1 Elderberry removal with (GEI evaluation/authorization letter) at W/S LM 1.2 behind Cemex plant and W/S Eastside of Hwy 70 Bridge/MMX track at LM 1.88.

Unit 2A

1. Unit 2A at island levee gate south side welding repair of gate.
2. Unit 2A at island burn pile.
3. Unit 2a LM W/S 2.5 set blocks.

Unit 2B

1. Pump Station #2
 - Backup generator exercised on 2/8 and 2/22.
 - Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
 - Trash rack debris removal.

Unit 3A

1. PS #6
 - Backup generators exercised on 2/8 and 2/22.
 - Spraying inside of facility.
 - Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
1. Unit 3A LM 1.93 bait station signage repair.
2. Unit 3A set blocks L/S adjacent to gate and block wall.

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.
2. Levee patrol log completed on 1-28-2021.
3. Unit 3B LM 4.1 bait station signage repair.
4. Sprayed Unit 3B/5/6 – sprayed all crowns and ramps.

Unit 7

1. Unit 7 LM 0.8 trash removal.
2. Unit 7 W/S LM 0.3 illegal camper at toe moved (after asking and follow up) (RV).
3. Unit 7 W/S LM 0.5 burned car removal.
4. Unit 7 W/S LM 0.25 abandoned car removal.
5. Unity 7 spraying LM 0.0-2.0.

Unit 8

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

Unit 9

1. Pump Station #3

- The backup diesel generator was exercised on 2/8 and 2/22.
 - Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
2. Unit 9 set six blocks LM L/S 0.4.
 3. Unit 9 fix pipe fence LM L/S 0.4. (More than once this area has been ripped out) Awaiting sheriff's report number.
 4. Unit 9 LM 0.7 remove cables from blocks so they can be relocated as needed.
 5. Unit 9 L/S LM 2.43 fence welding repair Awaiting sheriff's report number.
 6. Unit 9 L/S LM 0.02 and 0.50 set blocks.
 7. Unit 9 LM 0.50 debris removal.
 8. Unit 9 LM 0.02 debris removal.
 9. Unit 9 L/S LM 0.2, 0.4 and 0.6 fence welding repair. CSO Hennessy, report number 21-0587.
 10. Unit 9 country club gate welding repair (rammed by vehicle).
 11. Unit 9 weld lock and chain back together before lock is stolen.
 12. Unit 9 LM L/S 0.0 and 0.1 mix and pour concrete for pipe fence.
 13. Unit 9 L/S LM 0.3 repair cut pipe fence. Awaiting sheriff's report number.

Drainage Laterals and Detention Basins

1. Lateral 15 (S) trash rack cleaning.
2. Lateral 5 tree debris removal on service rd.
3. Pond 18 tree debris removal on service rd.
4. Lateral 16 (River Oaks Blvd) sprayed.
5. Lateral 5 sprayed.
6. Ella Basin burn piles.
7. Lateral 16 vegetation abatement.
8. Lateral 15 (N) metal shed removal.
9. College Conex air exchange to prevent mold build up.
10. Pond 16 cut sucker trees on slopes with CDF.
11. Mall ditch debris removal. (Weekly)
12. Mall ditch tree debris removal. (After storm cleanup/5 trailer loads of tree debris)
13. PS 5 trash removal.
14. Chestnut basin PS 7 temporary generator install during storm activity.
15. Chestnut basin tree debris clean up.
16. Anderson mitigation trash removal.
17. Ella Basin CDF cutting of sucker trees on slopes.
18. Lateral 14 trampoline removal and haul off.

19. Lateral 14 green waste removal.
20. Mall ditch weld bollard at the trash rack.

Shop, Office, Fleet Vehicles, and Equipment

- Shop generator was exercised on 2/8 and 2/22.
 - Shop generator diesel fuel top off.
1. Deep cleaning of the Shop, office, and equipment to further prevent any potential exposure to COVID-19.
 2. Backhoe transfer pump hose replacement.

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. Clean rest room for CDF.
3. Prepare and ready spray truck for upcoming spray days. (Clean nozzles, check for leaks)
4. Shop sinks drain cleaning.

16. Administrative Assistant Report -

Administrative Assistant Monthly Report March 2, 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. Financial Audit Preparation – Jennifer’s List Uploading and Research
7. Green Sheet Reconciliations with Angela @ County. – Pending Receipts
8. Assessment Reconciliations with Megan @ LWA.

Clerical/Office:

1. Impact Fees
 - A. Cresleigh Homes Woodside Village 3A & 3B
 - B. Lennar Homes – Credit/Reimbursement Agreement
2. Permit Clearance Request Sign Offs
 - A. Cresleigh Homes – Riverside Meadows
 - B. Richmond American Homes/Legacy Homes
 - C. Lennar – Sonoma Ranch

- D. Pacific Communities – Cedar Lane, FR Blvd
- E. KB Homes – Plumas Lake Phases 4, 5, and 6
- F. Plumas Lake Chevron

3. Scanning & Receiving Assessment Payments, then sending to Megan@ LWA.

Contract Management:

- 1. 2019-2020 FMAP OMRR&R Grant Agreement – Progressive and Final Billing
- 2. 2020-2021 FMAP OMRR&R Grant Agreement – In Process
- 3. YWA Rural Grant Pipe Replacement – Progressive and Final Billing
- 4. Olivehurst Pump Station 3-year Contract Billing – Pending reimbursement payment
- 5. Badger Daylighting Corp – Pond 16 Billing Issues
- 6. 2019-2020 Delinquent Assessment Payments, Refunds and Tracking
- 7. 2020-2021 Current Assessment Payments and Tracking

Regulatory Compliance:

- 1. Managing PWC 100 projects.
- 2. GSRMA RMAP Questionnaire and Supporting Documents – Submitted on 2/18/2021
- 3. Notary Commission – Waiting on Background Check Approval
- 4. EDD SUI Reporting Number - On-going Sent out Response-Waiting on further direction.
- 5. Attended GSRMA RMAP Loss Prevention Virtual Meeting – Safety Measures
- 6. State Controller’s 2020 Government Compensation in California Report
- 7. Streamline Website Updating

Contacts: Angela Yanez @ Yuba County – YCDS, Daniel @ Paychex, Jesse Barton @ Gallery & Barton, Sean Minard @ MHM, Jolie Turk @ YC Treasurer, Jason Little @ DWR, Kyle Sanchez @ MHM, Chris Evans @ Streamline, Steve Woods @ GSRMA, Megan Jonsson @ LWA, Ken Schoech & Michael Overhoff @ Cresleigh Homes, Lloyd @Alliant Networking, Tiffany Shacklett and Jennifer Jensen, and Kyle Close – Permit Runner, Jadon Gretsch – Alliant Networking.

17. General Manager’s Report -

General Manager’s Report
March 2, 2021

Administration:

- 1. Approved employee time off requests and task scheduling.
- 2. Meeting Attendance: - [2/2 RD784 Regular Board Meeting, 2/2 District Vandalism Discussion Meeting with Yuba Co. Sheriff’s Dept and Pride Security, 2/3 Floodplain Management, Protection, and Risk Awareness Grant Program Public Workshop, 2/17 IRWM Meeting, Project Follow-Ups with MHM, Weekly TRLIA Goldfields Construction Meetings, Biweekly USACE inspection item follow ups with TRLIA, and Rotary]
- 3. Provide correspondence to TRLIA Goldfields Construction Team, as necessary.

4. Field Employee Applications Received
5. Impact Fee Program / Plan Reviews
 - A. KB Homes - Cobblestone Phases 4, 5, & 6
 - B. Burraq Inc. - Mobile Home at 5603 Gledhill Avenue.
 - C. Pacific West Communities – 41 Apartment Units at 5816 Feather River Blvd.
 - D. Pacific West Communities – 108 Apartment Units at 866 Cedar Ln.
 - E. JM Construction – Plumas Lake Chevron

Project Management:

1. River Oaks Detention Basin Improvements (Coordination efforts with Lennar staff)
2. USACE Routine Inspection Items
3. FMAP Contracts – 2019/2020, and 2020/2021
4. Pump Station 5, 7, & 9 Instrumentation Improvements (County Building Permit Acquisitions)
5. IRWMP project short forms (Possible future pipe replacement projects in levee Unit 5 at LM 1.59 and 0.12)

Regulatory Compliance:

1. Monthly pesticide spray use report submitted on-line to the County.
2. GSRMA Webinar Training – “Issues to watch for in 2021” and “When Life is Disrupted, How to Continue to Grow”
3. Updated SDS (Safety Data Sheets) and MSDS (Material Safety Data Sheets) binder.

Closed Session:

18. Conference with Legal Counsel – Anticipated Litigation - Significant Exposure to Litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9. One case. – No Reportable Action Taken.

19. Open Session:

20. Adjournment –

Meeting was adjourned at 11:23am

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