

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: September 5, 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.	10:07am	11:03am	1 Hr. 4 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 – Brent Hastey moved to approve the Board Meeting Minutes. Jared Hastey seconded the motion. Motion Carried. Vote: 4 Ayes (Read, Danna, J. Hastey and B. Hastey), 0 Nays, 1 Absent (Atwal), and 0 Abstain.					
5. Approve Checks and Warrants – Brent Hastey moved to approve the Checks and Warrants. Jared Hastey seconded the motion. Motion Carried. Vote: 4 Ayes (Read, Danna, J. Hastey and B. Hastey), 0 Nays, 1 Absent (Atwal), and 0 Abstain.					
6. Board to Consider Authorizing the Purchase of a New Rhino Flex-15 Mower – The District’s Rhino brand Flex-15 pull behind mower is over 15 years old, requires frequent repairs, and needs to be replaced. Staff requests authorization to purchase a new Rhino 4150 15’ Flex-Wing Mower from Chico Farm and Orchard in the amount of \$31,234.94 as low bidder. General Funds are to be used to make the purchase. Brent Hastey moved to approve the purchase of the New Rhino Flex-15 Mower. Jared Hastey seconded the motion. Motion Carried. Vote: 4 Ayes (Read, Danna, J. Hastey and B. Hastey), 0 Nays, 1 Absent (Atwal), and 0 Abstain.					

7. Board to Consider Authorizing the Purchase of a New Field Service Truck –
 Staff requested bids from 4 area dealers for a new Ford F-350 field service truck to replace the 2014 service truck. Staff requests authorization to purchase a new 2023 Ford F-350 4x4 super cab service truck from Geweke Ford in the amount of \$58,830.76 (after trade-in), which was the only complete bid received. General Funds will be used to make the purchase. Brent Hastey moved to approve the purchase of a New Ford F-350. Jared Hastey seconded the motion. Motion Carried. **Vote: 4 Ayes (Read, Danna, J. Hastey and B. Hastey), 0 Nays, 1 Absent (Atwal), and 0 Abstain.**

Persons Attending

1. Sarbdeep Atwal – RD784 President of the Board – Late Arrival 10:10am

2. David Read – RD784 Vice President of the Board

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 – RD784 Field Superintendent

9. Sean Minard – RD784 Engineer

10. Jesse Barton – Rd784 Attorney

Items for Discussion and Possible Actions:

8. Board to Receive an Informational Presentation on the RD784 FY 2021-2022 Audit and Consider Adopting the Report –

Jennifer Jensen of Jensen- Smith CPA presented the Board with the draft audit of the FY 2021-2022. Jared Hastey moved to adopt and final the Audit Report for FY 2021-2022. 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.**

9. Board to Consider Approving ACWA JPIA Health Benefit Premiums for 2024 –

The ACWA JPIA health benefit premiums for 2024 were received by the Board. Staff explained that medical insurance premiums will increase by 12% and if the District remains with the Division 3007 maximum \$2,000 annual benefit Dental plan, there will be no rate increase. Staff also recommended approval of a new ACWA JPIA 5004 Dental plan that offers a new maximum \$3,000 annual benefit for a rate increase of 4%. Vision benefit rates will not have an increase. Brent Hastey moved to adopt the new 2024 rates including the recommended monthly increase of monthly HSA payments to \$160.00 (for employee only) and \$320.00 (for employee + 1 or more) for employees who choose the Anthem Blue Cross Consumer Driven Health Plan (High Deductible Plan) over the Classic PPO Plan, also offered to employees, and to approve the new Dental plan with a maximum \$3,000.00 annual benefit. 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.**

10. Board to Consider Entering into a Reimbursement Agreement Between RD784 and JAS Land Fund 5 LLC to Complete Regional Detention Basin/Ella Avenue Frontage Improvements –

The Basin B and C Facility Cost Estimates in the 2011 RD784 Nexus Study include the allocation of funding for the completion of off-site road improvements adjacent to the RD784 Regional Detention Basin. The improvements will include approximately 1,300’

of road and curb improvements on the north side of Ella Avenue. MHM recommends moving forward with these improvements using drainage basin B and C funds that have been collected through the District's impact fee program. The project would be constructed by the same developer who is constructing the Wheeler Ranch Phase II subdivision. Staff recommends moving forward with the project and also requests authorization to execute an agreement between RD784 and JAS Land Fund 5 LLC to complete the improvements, contingent upon review and approval of General Counsel. The engineer's estimate for the project is \$243,000 plus design costs. Jared Hastey moved to approve the execution of an agreement to complete the improvements. Brent Hastey seconded the motion. Motion Carried. **Vote: 5 Ayes (Atwal, Read, Danna, J. Hastey and B. Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

11. Board to Consider Awarding a Contract for Erosion "Slip Out Repairs" Needed in Urban Levee Unit 4 –

There are 6 waterside areas along the WPIC (Unit 4) in need of minor earth repairs due to erosion. Bids were publicly-opened and read aloud at the District office on August 28, 2023. Staff recommended awarding a contract to Coleman Construction LLC as low bidder in the amount of \$71,316.75. The project will be funded using 2023 DWR FMAP grant funds. Jared Hastey moved to approve the contract for the Unit 4 Slip Out Repairs to Coleman Construction, LLC. 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 Receive Information Regarding a Letter of Support for SBFCA and River Partners' Advancing Climate Resilience Synergy in the Lower Feather River Grant Proposal –

The District is a member agency of the Feather River Regional Working Group (RWG). The Sutter Butte Flood Control Agency (SBFCA) recently made a request for all member agencies to provide a letter of support for *SBFCA's and River Partners' Advancing Climate Resilience Synergy in the Lower Feather River Grant Proposal*. If awarded, the grant will help advance climate resilience projects that have been identified by the RWG such as habitat restoration and flood protection projects. With the consent of the Board Chair, staff provided the letter to meet timeline needs.

13. Board to Receive the Monthly Budget Snapshot –

The Board was presented with the Monthly Budget Snapshot for expenses through August 31, 2023.

14. Field Manager's Report:

Field Manager's Report September 5, 2023

Maintenance and Projects Completed

Unit 1

1. Vegetation Abatement around gate structures.
2. Painted over graffiti on blocks.
3. Debris removal.

Unit 2A

1. Vegetation Abatement around gate structures.
2. Vegetation Abatement at PS #9.

3. Cut Sucker Trees L/M 0.00-1.80.

Unit 2B

1. Pump Station # 2 backup generators exercised on 8/7 & 8/21.
2. Vegetation Abatement around gate structures.
3. Vegetation Abatement at Pump Station #2 & Pump Station #2 Outfall.

Unit 3A

1. Pump Station #6 Backup generators exercised on 8/7 & 8/21.
2. Vegetation Abatement around gate structures.
3. Vegetation Abatement Trim Low Hanging Branches at Pump Station #6.
4. Vegetation Abatement /Cut Sucker Trees at Pump Station #6 Outfall (CDF)
5. Debris Removal V-Ditch.

Unit 4

1. Vegetation Abatement L/M 0.00-2.75 & 4.00-5.58.
2. Vegetation Abatement around gate structures.
3. Set Blocks L S - L/M 3.62-3.70.

Units 3B/ 5 / 6 (Horseshoe Levee)

1. Checked Flap Gates Weekly.
2. Vegetation Abatement around all Head Walls.
3. Cut Sucker Trees & Trimmed Low Hanging Branches Unit 3b L/M 3.50-4.00.
4. Vegetation Abatement / Cut Suckers Unit 5 W/S L/M 0.50.

Unit 7

1. Vegetation Abatement around gate structures.
2. Vegetation Abatement / Cut Suckers L/M 3.90.

2

Unit 8

1. Vegetation Abatement around gate structures.
2. Debris Removal V- Ditch.

Unit 9

1. Pump Station #3 Backup generator exercised on 8/7 & 8/21.
2. Vegetation Abatement around gate structures.
3. Vegetation Abatement at Pump Station #3 & Pump Station #3 Outfall.
4. Set Blocks L/M 0.20, 0.75 & 4.10
5. Debris Removal V-Ditch.
6. Vegetation Abatement along Star Bend Pipe Fence and Entrance.

Goldfields 200-year Levee

1. Vegetation Abatement around gate structures.
2. Vegetation Abatement/ Cut Sucker Trees.

Drainage Laterals and Detention Basins.

1. Vegetation Abatement 15 (S) Service Road (Pump Station 1)

2. Vegetation Abatement / Cut Sucker Trees Pond 16 (CDF)
3. Vegetation Abatement / Cut Sucker Trees Chestnut Basin (CDF)
4. Vegetation Abatement / Cut Sucker Trees River Oaks Basin.
5. Vegetation Abatement / Cut Suckers Ella Basin (CDF)
6. Vegetation Abatement / Trim Low Hanging Branches Pond 18.
7. Vegetation Abatement / Trim Low Hanging Branches Lateral 5.
8. Vegetation Abatement / Cut Sucker Trees Pond 8 (N).
9. Vegetation Abatement /Cut sucker Trees Pond 20.
10. Sprayed Pond 20 (N) Service Road & Slope.
11. Sprayed River Oaks Basin Service Road.
12. Sprayed Chestnut Basin Slopes.
13. Sprayed Lateral 5.

Shop, Office, Fleet Vehicles, and Equipment

1. The shop generator was exercised on 8/7 & 8/21.
2. Fusion Electric Repaired Light Fixture at the Shop.
3. Replaced AC Blower in the 2017 F350 Spray Truck.

3

Safety / Training

1. Administered weekly safety meetings, Pesticide (Gopher-Tox, Victor Quick Strike & CRC Wasp Spray) Safety. Topics (Protection from Wildfire Smoke, Defensive Driving & Lockout, Block out and Tagout)
2. Implemented new First Aid Safety and Defensive Driving Training.
3. New Hire Orientation/Training (Vincent Sepulveda & Dakota Asher)

Miscellaneous

1. Regularly check the District, all Pump Stations and Yuba College Flood Fight Coalition storage site for damage or issues.
2. Vegetation Abatement Pump Station's 4,5,7, & 10.
3. Tesco Replaced Contactor for South Pump at Pump Station #9.
4. Submitted VRF #2 for Approval to Fish and Wildlife.
5. Pump #7 Sump Clean out (Badger)
6. Pump Stations #5 & 7 Transmitter Adjustments (Tesco)
7. Tree Removal at Pump Station #5 (Richards Tree Service)

15. Administrative Assistant's Report:

**Administrative Assistant Monthly Report
September 5, 2023**

Accounting:

1. Budget Updates
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 and Calls with Auditor - Completed

Clerical/Office:

1. Impact Fees & Plan Check Fees
 - A. Lennar – Rio Del Oro Village 17-20 – Map Review
 - B. 5946 Grove Ave. – Florin Todorean
 - C. 5841 Garden Ave. – Nan Lin
2. Permit Clearance Request Sign Offs
 - A. Lennar – River Oaks North Village 2
 - B. KB Homes – Cobblestone Phase 5 & 7
 - C. Cresleigh Homes – Plumas Lake Village 2, and Meadows
 - D. Richmond Homes – Thoroughbred Acres

Human Resources:

1. Signed New Field Crew Workers up for Benefits and Insurance
2. ACWA and SDRMA – Insurance Applications

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 Signed Contract Renewal – Received on 8/25/2023
6. Chestnut Pond Watershed Improvements – Billing – On-Going
7. Ray Morgan – Copier/Fax Contract Lease – Implementation Completed on 08/14/2023

Regulatory Compliance:

1. Managing PWC 100 Projects online with Department of Industrial Relations
 - A. New Job - Commercial Pump & Mechanical – PS 5
 - B. New Job - Madsen Roofing – PS7
2. Started Accepting RD784 Board Election Petitions on 8/24/2023
3. GSRMA Actual Payroll Questionnaire - Completed
4. GSRMA – Annual Financials Questionnaire - Completed

Contacts:

Gracey Copelin @ Yuba County – YCDS, Mark Fowler @ Atteberry Searle, Aaron @ Paychex, Jesse Barton @ Gallery & Barton, Jolie Turk @ YC Treasurer, Patrick Soper @ LWA, George and Jonathan @ Alliant Networking, Jennifer Jensen @ Auditor's, Kyle Close – Permit Runner, Veronica Cobian – ACWA, Veronica Gonzalez – KB Homes, David Glende – GSRMA, and Leon Ellis – Ray Morgan.

16. General Manager's Report:

General Manager's Report
September 5, 2023

Administration:

1. Meetings: 08/01 RD784 & TRLIA Board meetings, 08/07 FRRFMP Steering Committee, 08/07 Yuba Co. Plumas Lake Interchange Planning, 08/14 Unit 4 Pre-Bid meeting, and Rotary.
2. DWR Flood System Repair Program (FSRP) Grant – The District has been awarded \$552,242.00.
3. Approved employee time off requests and task scheduling.
4. Liability and Workman's Comp Insurance Applications (SDRMA and ACWA).
5. RFP for New Fleet Service Truck.
6. Documents to apply the FY 2023-24 assessment to the Yuba County Tax Roll submitted to the County Auditor's office on August 9.
7. IRWM project submission form submitted for future Pump Station 10 pipe outfall project.
8. IRWM project submission form submitted for Unit 4 slip out repairs.
9. RD784 Encroachment Permit 08-14-2023 issued to the City of Yuba City for hauling K-Rails to sewer ponds in Unit 2A.
10. Plan Reviews/Impact Fee Program:
 - A. New residence at 5946 Grove Avenue.
 - B. Final Map review – 5841 Garden Avenue.
 - C. Final Map and access easement review – Rio Del Oro Villages 17 – 20.
 - D. Commercial Project (Restaurant) – 1152 N. Beale Rd.
 - E. PG & E Gas Casing removal project at Island Avenue, Levee Unit 2A.
 - F. Trull RV & Boat Storage – 4131 Hazel St. – MHM completed a 3rd 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 4th review.
 - G. Plumas Lake Interchange.
 - H. City of Marysville sewer force main pressure test – RD784 Levee Unit 1 – *Completed on 7/31/2023*
 - I. Local DRAFT O & M manual review.

Projects:

1. Pump Station 5, 7, and 9 SCADA improvements – Tesco Controls
2. Yuba LAFCO – Urban Boundary Adjustments – RD784 Application package still in review.
3. Unit 4 Slip-out repairs – Bid process.

4. Pump Station 3 Outfall Pipe Repairs. At the March 7 Board meeting, the Board authorized the G.M. to award a pipe repair contract to the lowest responsible bidder. Because no bids were received, direct contracting was authorized. T&S Construction has been awarded a contract in the amount of \$199,750.00 (\$18,000 under budget). The work is authorized under CVFPB authorization letter WA2022138.
5. Pump Station 5 South pump rehabilitation.
6. Urban levee boundary adjustments – MHM/Yuba LAFCO.
7. USACE Utility encroachment correction coordination continues.

Regulatory Compliance:

1. Annual EPA ID Verification Questionnaire – Submitted to CA Dept. of Toxic Substance Control
2. Monthly pesticide spray use report submitted on-line to the County.
3. Weekly Safety Meetings.

Announcements:

1. 2 New Field Maintenance Workers Hired: Dakota Asher and Vincent Sepulveda.

17. Board Reports:

Brent Hastey reported that he will be attending the ACWA Annual Conference in November 2023.

18. Meeting Adjourned:

The Meeting was adjourned at 11:08am

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