

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 6, 2022 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	1 Hr 9 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 - 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 – Jared Hastey moved to approve the Board Meeting Minutes. Joe Danna 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 Board Meeting Minutes. Joe Danna 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. Sarbdeep Atwal – Board Trustee – Late Arrival 10:08am					
6. Patrick Meagher – RD784 Secretary of the Board					

7. Kimberly Ford – RD784 Deputy Secretary of the Board
8. Jess McLaughlin – RD784 Field Superintendent
9. Sean Minard – RD784 Engineer – Late Arrival Via Zoom – 10:06am
10. Jesse Barton – RD784 Attorney
11. Nick Johnson – Landowner Design Consultant
12. Kyle Trull - Landowner
<i>Items for Discussion and Possible Actions:</i>
<p>6. Board to Receive an Update on Unauthorized Site Improvements at 1120 Murphy Road –</p> <p>At the August 2, 2022 meeting, the Board provided staff direction to give the landowner until the September 6, 2022 Board meeting to respond to the District with an update on how they plan to resolve the issue of covering over 3 acres of land without paying drainage impact fees. Mr. Nick Johnson, the designer, and Mr. Kyle Trull, the landowner updated the Board by letting them know they would be submitting the plans and paying the RD784 plan check fees.</p>
<p>7. Board to Receive an Update on Planned Outfall Pipe Repairs at Pump Station No. 3 –</p> <p>Background: It was explained during the April 5 Board meeting that final 2020 urban pipe inspection report revealed one major defect in discharge line #3 at pump station #3. The defect was identified as a <i>joint separation medium</i> and should be repaired as soon as practical. MHM recommends slip lining the pipe to resolve the defect rather than excavating and removing a section of pipe from the levee. MHM will submit a request to the CVFPB to allow the slip lining repair to be completed under the premise of maintenance, rather than construction which would eliminate the need for an actual permit. The estimated cost is approximately \$200,000 and is planned to be funded by the DWR FMAP grant program. Pump Station 3 remains in full operation while MHM continues to procure a repair plan and approval from the CVFPB. The estimated start date will be sometime in spring/summer 2023.</p>
<p>8. Board to Consider Taking Over Sonitrol Remote Security Camera Systems –</p> <p>District currently pays for monthly security video verification services for the office/shop and pump stations 2, 3, 6, and 10. Several years ago, TRLIA paid Sonitrol to install and set-up “Point-Tilt-Zoom” (PTZ) cameras at pump station 3 and another near the toe of the levee at Star Bend. PTZ cameras enable the operator to move the camera and record footage, all from a computer or hand-held device. TRLIA no longer desires to pay for this service. The District currently pays approximately \$1,430.00 per month for regular video services which includes notifications by a live dispatcher if trouble is sensed. If the District takes over the PTZ cameras, the monthly fee will be \$175.00 each (\$350.00 for both). The annual fiscal impact would be an additional \$4,200.00. Jared Hastey moved to approve the take over of the Sonitrol Remote Security Camera Systems at Pump Station 3 and at the toe of the levee, at Star Bend. David Read seconded the motion. Motion Carried. Vote: 5 Ayes (Brown, Read, Danna, Hastey, and Atwal), 0 Nays, 0 Absent, and 0 Abstain.</p>
<p>9. Board to Receive Information on Exemptions from the Drainage Impact Fee Program and Consider Extending Time Limits for Demolished Structures –</p> <p>When a project in the older part of the District is in the plan review stages, landowners have been allowed in the past to submit proof of pre-existing structures or other</p>

impervious surfaces to be applied as credit toward the drainage impact fee calculation. A landowner recently submitted plans to construct a duplex on a parcel where a structure was demolished in 2011 and also requested credit for the demolished structure. After doing some research it was discovered in Addendum 1 in the February 4, 2013 Drainage Impact Fee Nexus Study that any exemptions or reductions in the fees will be based on the District's independent analysis and review of the subject property and that any structure replaced or reconstructed on the same parcel within 2 years of a structure being demolished shall be exempt from drainage impact fees. Staff is seeking direction to either stay with the 2-year limit or if the Board would like to consider extending the limit. The Board agreed to keep the 2-year limit the same.

10. Board to Consider Approving ACWA JPIA Health Benefit Premiums for 2023 –
The ACWA JPIA benefit premiums for 2023 were received by the Board. The District has received contingent approval to join the ACWA JPIA benefits program. It is anticipated the District will receive final approval after the September 23 ACWA Board meeting and September 28 ACWA JPIA Executive Committee meeting. Sarbdeep Atwal moved to approve the ACWA JPIA benefit premiums for 2023 as outlined in the health and ancillary benefits spreadsheet that was presented to the Board, including the recommended increase of monthly HSA payments to \$150.00 (for employee only) and \$300.00 (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 which is also offered. Jared Hastey seconded the motion. Motion Carried. **Vote: 5 Ayes (Brown, Read, Danna, Hastey, and Atwal), 0 Nays, 0 Absent, and 0 Abstain.**

11. Board to Consider Approving the Updated District Employee Handbook –
One of ACWA JPIA's required conditions for joining the health benefits program is to update the District's handbook sections pertaining to benefits by implementing specific language as advised by the JPIA benefits specialist, such as providing examples of eligible employees, dependents, how benefits will be paid while on protected leave, explaining how COBRA benefits will be offered upon separation from the District, etc. Staff completed all updates to the satisfaction of the JPIA. The last updated version was approved at the July 2019 Board meeting. Joe Danna moved to approve the Updated District Employee Handbook. Jared Hastey seconded the motion. Motion Carried. **Vote: 5 Ayes (Brown, Read, Danna, Hastey, and Atwal), 0 Nays, 0 Absent, and 0 Abstain.**

12. Board to Consider Authorizing the General Manager to Accept ACWA Membership –
The District is required to join the Association of California Water Agencies (ACWA) as a condition to become a member of the ACWA JPIA health benefit program. Staff submitted the application to ACWA and is seeking authorization from the Board to accept membership contingent upon approval at the September 23, 2022 ACWA Board meeting. David Read moved to authorize the General Manager to accept ACWA Membership contingent upon approval of the ACWA Board Meeting. Joe Danna seconded the motion. Motion Carried. **Vote: 4 Ayes (Brown, Read, Danna, and Hastey), 0 Nays, 1 Absent (Atwal), and 0 Abstain.**

13. Board to Consider Authorizing the General Manager to Execute the ACWA JPIA Agreement and Adopting Resolution 2022-09-01 Agreeing to the Conditions as Set Forth in the JPIA Agreement –

To join the ACWA JPIA health benefits program, the District is required to execute an agreement. If approved, there is a 3-year minimum commitment with a minimum 12 month notice to cancel membership if ever desired. Sarbdeep Atwal moved to authorize the General Manager to execute the ACWA JPIA Agreement and Adopt the Resolution 2022-09-01 agreeing to the conditions as set forth in the JPIA agreement. Jared Hastey seconded the motion. Motion Carried. **Vote: 5 Ayes (Brown, Read, Danna, Hastey, and Atwal), 0 Nays, 0 Absent, and 0 Abstain.**

14. Board to Designate a District Trustee and Alternate to Serve as an ACWA JPIA Director –

All member agency directors along with staff are invited to the ACWA JPIA Board meetings which are held twice a year in May and November. Attendance isn't required but encouraged. For governance purposes, this full board elects an executive committee with nine members who approve business throughout the year at more frequent meetings. The Board nominated and selected Jared Hastey as the primary director and Sarbdeep Atwal as the secondary director to serve on the ACWA JPIA Board.

15. Board to Receive an Update on a Contract Awarded for the WPIC Slip Out Repairs –

At the June 7 Board meeting, staff was authorized to award a contract to the lowest responsible bidder before the July meeting. At the July 5 Board meeting, all bids were rejected as recommended by staff due to one bid that was incomplete, and the other that was twice as much as the original engineer's estimate. As directed by the Board, the project was rebid. New bids were publicly opened and read aloud at the District office on Friday, August 5, 2022 at 3:00PM. After MHM review and recommendation, staff awarded a contract to Dragon Demolition in the amount of \$116,991.51 as low bidder after the 7-day bid protest period ended.

16. Board to Consider Authorizing the General Manager to Sign and Submit a Notice of Exemption to Satisfy DWR 2022-2023 FMAP CEQA Requirements –

Recently, DWR sent out an email to inform all LMA's that FMAP applications submitted earlier this year for funding in 2023 will now require a completed Environmental Information Form to comply with CEQA requirements. It is anticipated all District project and maintenance activities should not require anything more than filing an NOE (Notice of Exemption) with the State Office of Planning and Research. Joe Danna moved to authorize the General Manager to sign and submit a Notice of Exemption to satisfy DWR 2022-2023 FMAP CEQA Requirements. David Read seconded the motion. Motion Carried. **Vote: 5 Ayes (Brown, Read, Danna, Hastey, and Atwal), 0 Nays, 0 Absent, and 0 Abstain.**

17. Board to Consider Authorizing the General Manager and Staff to Participate in the Yuba County Emergency Preparedness Fair –

The Board came to a general consensus to authorize the General Manager and Staff to participate in the Yuba County Emergency Preparedness Fair.

18. Board to Receive the Budget Snapshot for July & August 2022 –

The Board was presented with the July and August 2022 Budget Update Snapshot.

19. Field Manager's Report:

Maintenance and Projects Completed

Unit 1

1. Weekly checks around all urban levee units.
2. Painting graffiti West/East side of Hwy 70 bridge.
3. Vegetation abatement of Elderberry shoots at UPRR and Hwy 70 bridge East side.
4. LM 1.80 Sucker tree cutting under Hwy 70 bridge.
5. LM 0.70 L/S set blocks and paint.
6. LM 0.60 and 1.50 stage blocks and paint.
7. LM 1.80-2.00 debris and sucker tree removal.
8. LM 0.80 W/S set blocks.
9. LM 0.50 trim low hanging branches.
10. LM 0.00- 1.50 sucker tree removal and vegetation abatement.
11. W/S sucker tree cutting throughout the unit.

Unit 2A

1. Weekly checks around all urban levee units.
2. LM 1.1 Stage and paint blocks W/S North of LCWWTP.
3. Vegetation abatement of block line W/S at Island Rd.

Unit 2B

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

Unit 3A

1. PS #6
 - Backup generators exercised on 8/8 and 8/22.
 - Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
 - Spray for wasps.
2. Gate structures vegetation abatement.

Unit 4

1. Weekly checks around all urban levee units.

2. W/S slope finish burning.

Units 3B/ 5 / 6 (Horseshoe Levee)

1. Weekly checks around all rural levee units and checked all waterside flap gates.
2. Unit 3B L/S LM 3.25-3.50 vegetation abatement.
3. Sheep and goats grazing completed.
4. Unit 5 LM W/S 3.87 vegetation abatement.
5. Unit 5 LM 0.60 W/S ramp sucker tree cutting.
6. Unit 5 L/S 4.10 Low hanging branch cutting.
7. Hoffman gate vegetation abatement.
8. Unit 5 LM 0.60 and LM 3.50 sucker tree cutting.

Unit 7

1. Weekly checks around all urban levee units.
2. Sucker tree cutting (Rip Rap).
3. Vegetation abatement of block lines and gate structures.
4. Graffiti painting of block line adjacent to Howard Miller's.
5. LM 1.30-1.40 grouting of squirrel holes.
6. LM 3.75-3.80 grouting of squirrel holes.
7. LM 0.00- 3.80 sucker tree removal and vegetation abatement.
8. Trim W/S sucker trees throughout the remainder of unit.

Unit 8

1. Weekly checks around all urban levee units.
2. Tractor mowing crowns throughout unit.
3. Tractor mowing flat adjacent to road 512.
4. South pond fence line vegetation abatement.
5. V ditch vegetation abatement.

Unit 9

1. Pump Station #3
 - The backup diesel generator was exercised on 8/8 and 8/22.
 - Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
 - Spray for wasps.
 - Valley Power troubleshoot and correct asco valve on fuel fill for generator.
2. L/S LM 4.00 weld gate.
3. LM 0.50-1.00 firebreak.
4. LM 4.00 paint graffiti on block lines.
5. LM 0.25 set blocks.

6. Murphy Rd. block set and painting.
7. V ditch dump trailer load of trash removed.
8. L/S sucker tree cutting throughout the unit.

Goldfields

1. LM 1.00 W/S Brophy Rd. block set at (East side) service gate fence line.
2. LM 2.80 W/S repair cut barbwire.

Drainage Laterals and Detention Basins

1. Chestnut Basin gate and block vegetation abatement.
2. Chestnut Basin debris pile removed from in front of block line.
3. Cal Trans illegal camper removed by YCSD.
4. Pond 18 ATT building and service road vegetation abatement.
5. Pond 8 vegetation abatement of suckers and perimeter fence line.
6. Bingham PS 5 outfall vegetation abatement.
7. Lateral 5 service road East and West vegetation abatement.
8. Pond 18 cut sucker trees on slope and low branches on service road.
9. Fire lot vegetation abatement.
10. Lateral 16 River Oaks sucker tree cutting. (6 dump trailer loads).
11. Lateral 16 service road vegetation abatement.
12. River Oaks Detention Basin vegetation abatement along road entrance.
13. River Oaks Detention Basin tractor mowing.
14. Lateral 23 vegetation abatement and sucker tree removal.
15. Cal Trans Basin with code enforcement-illegal camper.
16. Wheeler Basin vegetation abatement.
17. Chestnut Basin, meet with Placer Water Works proposal for trash rack and stairs with platform.
18. Lateral 16 River Oaks vegetation abatement and sucker tree removal.
19. Olivehurst Pump station fence line vegetation abatement.
20. Avandale PS 5 fence line and outfall vegetation abatement.
21. PS 1 vegetation abatement on slope.

Shop, Office, Fleet Vehicles, and Equipment

- Shop generator was exercised on 8/8 and 8/22.
1. Deep cleaning of the Shop, office, and equipment to further prevent any potential exposure to COVID-19.
 2. Shop cleanup and organize

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. Tesco, annual EMASS completion.
3. PS 7 box culvert plate welding, lift and inspection of discharge pipes with Kyle Sanchez (MHM)
4. PS 7 video inspection
5. PS 7 cleaning inside of building and building graffiti painting.
6. PS 10 cleaning of building
7. PS 10 Conex caulking.
8. Tesco EMASS completion.

20. Administrative Assistant's Report:

**Administrative Assistant Monthly Report
September 6, 2022**

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. Reimbursement Program for Developers and TRLIA - Tracking and Meetings
9. QuickBooks Assessment Tracking Transition – Ongoing
10. Attended Meeting with Russ Powell (EPS) to Update Fee Tables

Clerical/Office:

1. Impact Fees & Plan Check Fees
 - A. 1658 Plumas Arboga Road – Francisco Silva
 - B. 5579 South Gledhill – Marco Gonzalez
 - C. 5511 South Gledhill – NOU Yeng Lee – HAHA Construction
 - D. JAS Land Fund 2 - Wheeler Ranch Phase II
 - E. Lennar Homes – Rio Del Oro Villages 17-20
 - F. 5933 Cohn – Mocha Davis
 - G. River Oaks Apartments – Pac West Communities
2. Permit Clearance Request Sign Offs
 - A. Lennar – River Oaks North Village 1 and 2
 - B. Richmond Homes – Thoroughbred Acres
 - C. KB Homes – Cobblestone Phase 4

Human Resources:

1. Completed GSRMA Actual Payroll Questionnaire

2. Submitted Letter of Intent to GSRMA – RMAP Program
3. Submitted GSRMA Loss Prevention Subsidy Fund Application – Flood Fight Class
4. Attended GSRMA Renewal & Comp Review Meeting with Brian Edinger.
5. Attended Meeting with Yuba County – New Permitting System Roll-out.

Contract Management:

1. 2021-2022 FMAP Grant
2. 2022-2023 FMAP Grant
3. YWA District Boundary Grant – Submitted 2nd Invoice – On-Going
4. YWA/DWR IRWMP Grant Preparation – Submitting 2nd Invoice
5. TRLIA Goldfields – Maintenance Billing - On-going
6. Olivehurst Pump Station – Maintenance Billing – On-going

Regulatory Compliance:

1. Managing PWC 100 projects
2. Conflict of Interest Code Reporting – Preparation
3. Budget Submittal to Yuba County Auditor’s Office

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, Brian Edinger @ GSRMA, Patrick Soper @ LWA, Eric & Jacob @ Alliant Networking, Jennifer Jensen @ Auditor’s, Kyle Close – Permit Runner, Russ Powell @ EPS, and Megan Jonsson @ LWA.

21. General Manager’s Report:

General Manager’s Report
September 6, 2022

Administration:

1. Meetings: 07/25 Quick Books meeting with LWA, 07/27 CVFPBCC, 07/28 USACE urban levee risk assessment overview meeting, 08/02 RD784 and TRLIA Board meetings, 08/08 FR RFMP, 08/11 CDSA overview on new permit clearance request forms, 08/12 CVFPB Workshop, 08/12 ACWA JPIA meeting about COBRA admin. services, 08/18 GSRMA Liability and Workman’s Comp annual overview, 08/22 Unit 4 Slip Out Repairs pre-const. meeting, 08/24 CVFPB Coordinating Committee, Misc. Project Follow-Ups with MHM, Staff meetings, and Rotary.
2. Approved employee time off requests and task scheduling.
3. Plan Reviews/Impact Fee Program:
 - A. New 4-bedroom residence at 5933 Cohn Avenue.
 - B. 1120 Murphy Rd. RV & Boat Storage
 - C. Addition at 5579 South Gledhill Ave.

Projects:

1. 2022-23 DWR Flood Maintenance Assistance Grant Application Package. New CEQA policy implemented by DWR.
2. Documents to apply the RD 784 FY2022/2023 Assessments to the Yuba County tax roll submitted on August 10 to the Yuba County Auditor-Controller's office.
3. Chestnut Pump Station #7 pipe outfall video inspections
4. Signed the TRLIA 200-year Goldfields Levee Project Completion Acknowledgement (All punch list items completed).
5. Pump Station 5, 7, & 9 Instrumentation Improvements – Designs 100% complete, fabrications continue. On-site construction to begin in 2023.
6. Sonitrol currently implementing 5G network to pump stations with night hawk motion sensor cameras.

Regulatory Compliance:

1. Monthly pesticide spray use report submitted on-line to the County.
2. Weekly Safety Meetings.

Announcements:

1. The USACE started inspecting the rural Horseshoe Levee the week of August 28.
2. TRLIA is currently working on preparing grant deeds to transfer various parcels to RD784 which will include detention basins and levee toe corridors, etc.
3. The GSRMA annual training conference in Corning, CA will be on October 20 and 21. Class sessions will include: Workman's comp claims process, cyber risk, employee discipline process, and more. Staff will be attending. If any trustees wish to attend, please contact Kim Ford who will assist with registration.
4. Annual DWR regional flood fight training is scheduled for Wednesday, November 30, 2022 at the Plumas Lake Golf Course. Those who would like to attend may contact Kim Ford to register.

22. 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.

Rick Brown, President

Kimberly Ford, Deputy Board Secretary