

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: June 1, 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	11:17am	1Hr 16Min
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 – Late Arrival, 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. Closed Session:					
A. None					
3. Open Session:					
4. 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:					
5. Approve Board Meeting Minutes Joe Danna 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.					
6. Approve Checks and Warrants Joe Danna 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.					
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 – RD784 Board Trustee Late Arrival 10:21am
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
10. Jesse Barton – RD784 Attorney
11. Ellen Martin - EPS
12. Ryan McNally - YWA
13. Megan Jonsson - LWA
14. Stuart Hanson - Landowner
<i>Items for Discussion and Possible Actions:</i>
<p>7. Board to Receive Information on the Role of Ryan McNally, Project Manager with Yuba Water Agency –</p> <p>Mr. McNally introduced himself to the Board as YWA’s point of contact for all things “flood related” and he also shared some ideas the Agency is hoping to establish in relationships with the various Reclamation Districts within the area.</p>
<p>8. Board to Receive Information Regarding the 2021-2022 RD784 Assessment Escalation Evaluation and Consider Adopting Resolutions 2021-06-01 and 2021-06-02 for a New Assessment Rate and Collection of Charges on the County Tax Roll –</p> <p>Annual Escalation – (Ref: July 10, 2019, LWA Final Engineer’s Report for RD784) During the 218 Process, the assessment engineer determined that an appropriate escalation factor is reflective of construction labor and materials used for the services provided. Therefore, in FY 2021/2022, the maximum authorized assessment rate will be subject to an annual inflationary escalator pursuant to Government Code 53739 (b) based on the annual change in the San Francisco Construction Cost Index (CCI) and the change in the 20-City CCI with Base Year 1913 = 100, published by the Engineering News-Record (ENR), subject to a minimum of 0 percent and a maximum of 4 percent in any given year. The RD784 Board may elect to levy the assessment up to the maximum authorized assessment rate in any given year, based on an annual budget analysis. The calculated escalation factor in the evaluation came to 4.87% (which exceeds the escalation rate cap of 4%). Based on the ratio of the ENR 20-City CCI for May 2021 compared to May 2020, LWA has calculated that for FY 2021/2022, RD784 could select an escalation rate between 0% and 4%. David Read moved to adopt Resolutions 2021-06-01 and 2021-06-02 for a new assessment rate of 4% and collection of charges on the County Tax Roll. Jared Hastey 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 Consider Adopting the Annual Drainage Impact Fee Inflator for FY 2021-2022 –</p> <p>EPS has calculated the annual inflator for the District’s Impact fee program. The inflator is the average of the San Francisco and the 20 city Construction Cost Index (CCI). Once adopted by the District Board, the technical memo is forwarded to the Yuba County Board of Supervisors for formal adoption. The average increase from May 2020 to May 2021 was 4.87%. Sarbdeep Atwal moved to approve the 4.87% Impact Fee Inflator for FY</p>

2021-2022. David Read seconded the motion. Motion Carried. **Vote: 5 Ayes (Brown, Read, Danna, Hastey, and Atwal), 0 Nays, 0 Absent and 0 Abstain.**

10. Board to Consider Participation in the 2021-2022 FMAP Program and Adopting Resolution 2021-06-03 Authorizing a Proposal for Funding from DWR –

DWR is accepting Plan Solicitation Packages from LMA's to participate in the next funding program. The 2021-22 FMAP program will fund various maintenance activities and improvements throughout the Urban and Rural levee systems including vegetation management, rodent control, patrol road rehabilitation, possible pipe replacement or repairs, and miscellaneous engineering reports. Patrick Meagher informed the Board that the District Engineer estimates the district may be eligible for about 1.1 million, pending final determination by DWR. Jared Hastey moved to adopt Resolution 2021-06-03, participating in the program and authorizing the GM to execute the funding agreement when it becomes available. **Vote: 5 Ayes (Brown, Read, Danna, Hastey, and Atwal), 0 Nays, 0 Absent and 0 Abstain.**

11. Board to Consider Allowing the Linda Fire Protection District and Wheatland Fire Authority to use Levee Unit 4 for Burning Training –

The Linda Fire Protection District and Wheatland Fire Authority have both expressed interest in using the RD784 Levee Unit 4 area along the Western Interceptor Canal from LM 4.00 – 5.89 for burn training operations. Joe Danna moved to authorize use of allowing both fire departments to assist with this year's burning operations. 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 County of Yuba Funding Request Letter for USDA Wildlife Specialist Services for FY 2021-2022 –

The Yuba County Agricultural Department has maintained an agreement with the USDA Wildlife Services for over 30 years. The contract provides for wildlife service's specialist (AKA the County Trapper) to administer non-domestic animal damage control within the County. For the past several years, the district has utilized this service, primarily for the control of beavers. The Yuba County Weights and Measures Department is requesting \$3,000.00 to continue service in the District for FY 2021/22. Sarbdeep Atwal moved to approve the funding support for the USDA Wildlife Services for the FY 2021-2022. Joe Danna seconded the motion. Motion Carried. **Vote: 5 Ayes (Brown, Read, Danna, Hastey, and Atwal), 0 Nays, 0 Absent and 0 Abstain.**

13. Board to Consider Awarding the Horseshoe Unit 5 LM 1.59 Pipe Replacement Contract –

The next Horseshoe levee pipe in need of replacement is in Unit 5 at LM 1.59. The project will be funded by the 2020/21 DWR FMAP grant program. See Bid results below:

Reclamation District 784 Unit 5 LM 1.59 Pipe Replacement Project
Bid Results (Publicly Opened and Read on May 27, 2021, at 2:30 PM)

Engineer's Estimate **\$424,289.05**

Contractor Bid

T & S Construction Co., Inc. \$392,470 .00

Westcon Construction Corp.	\$438,955.00
Dutch Contracting, Inc.	\$658,283.45

Patrick Meagher recommended awarding the bid to T&S Construction after the bid protest period ends and after the CVFPB permit is received. David Read moved to award the bid to T&S Construction for the Horseshoe #5 LM 1.59 pipe replacement after the bid protest period ends and after the CVFPB permit is received. Joe Danna seconded the motion. Motion Carried.

Vote: 5 Ayes (Brown, Read, Danna, Hastey, and Atwal), 0 Nays, 0 Absent and 0 Abstain.

14. Board to Consider Timing of Delinquency Notices to be sent to Property Owners for Previously Unpaid Assessments in Light of Potential COVID-19 Hardships –

Direct assessments billed by RD784 for fiscal year 2020/21 were due on October 10, 2020, were considered delinquent on December 10, 2020 (60 days after the due date). As the end of the fiscal year approaches, staff is seeking authorization to move forward with sending delinquency notices in July. Joe Danna moved approve the proposal of sending out delinquent notices as of July 2021. David Read seconded the motion. Motion Carried.

Vote: 5 Ayes (Brown, Read, Danna, Hastey, and Atwal), 0 Nays, 0 Absent and 0 Abstain.

15. Board to receive an Update on the RD784 Urban Levee System SWIF Letter of Intent –

The USACE approved the RD784 SWIF Letter of Intent on May 17, 2021. The RD784 Urban Plum Lake Basin is now active again in the PL84-99 rehabilitation program.

16. Board to Consider Budget Snapshot –

The Board received a budget snapshot of expenses accrued through May 28, 2021.

17. Field Manager's Report:

Field Manager's Report
June 1, 2021

Maintenance and Projects Completed

Unit 1

1. Pre-Storm checks around all urban levee units.
2. Unit 1 LM 1.0 debris removal.
3. Unit 1 L/S LM 0.6-0.9 vegetation abatement.
4. Unit 1 vegetation abatement L/S LM 1.5 block line.
5. Unit 1 L/S LM 2.0 vegetation abatement at Riverside flat area.
6. Unit 1 debris removal LM .50- LM 1.50.
7. Unit 1 LM 2.0 vegetation abatement.
8. Unit 1 LM 1.3 and LM 2.0 vegetation abatement of elderberry shoots.

Unit 2A

1. Pre-Storm checks around all urban levee units.
2. Unit 2a, PS 9 Rip Rap delivery.
3. Unit 2a LM 0.0-1.0 mowing of crowns.

4. Unit 2a vegetation abatement pump station and block line.
5. Rip Rap dust control of service road and stockpile.
6. Unit 2a LM 0.1 debris removal to dump.

Unit 2B

1. Pump Station #2

- Backup generator exercised on 5/3 and 5/17.
- Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
- Trash rack debris removal.
- Spray for wasps
- Clean up sandpile.

Unit 3A

1. PS #6

- Backup generators exercised on 5/3 and 5/17.
- Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
- Spray for wasps.

Unit 4

1. Pre-Storm checks around all urban levee units.
2. Unit 4 Olivehurst Pump Station snake gate opening.
3. Unit 4 LM 3.5 and LM 5.5 gate structure vegetation abatement.
4. Unit 4 L/S service road and crowns tractor mowing.

Units 3B/ 5 / 6 (Horseshoe Levee)

1. Pre-Storm checks around all rural levee units and checked all waterside flap gates.
2. Unit 5 L/S LM 0.84 removal of dead tree.
3. Unit 5 W/S LM 1.59 vegetation abatement.
4. Unit 5 5 L/S LM 0.80 brush abatement.

Unit 7

1. Unit 7 tractor mowing of all crowns and flats.

Unit 8

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

Unit 9

1. Pump Station #3

- The backup diesel generator was exercised on 5/3 and 5/17.
- Vegetation abatement inside and surrounding the pump station (firebreak and slopes).

- Spay for wasps.
 - Exploratory excavation of pump discharge pipe. MHM inspected.
2. Unit 9 L/S gate tab welding.
 3. Unit 9 block delivery to Murphy Rd.
 4. Unit 9 backfill, seed and jute net installation at PS 3 W/S discharge pipe exploration.

Drainage Laterals and Detention Basins

1. PS 5 vegetation abatement inside.
2. PS 7 vegetation abatement of block line.
3. Repair farm gate at Walgreens, lateral 15 South.
4. Repair farm gate at woody's entrance off Algodon.
5. PS 1 service entrance vegetation abatement.
6. Cal Trans basin vegetation abatement.
7. Lateral 13 North vegetation abatement.
8. Lateral 16 river oaks Black iron gate vegetation abatement.
9. Pond 18 vegetation abatement flats and service road.
10. Pond 16 N vegetation abatement block line and fence line.
11. Lateral 15 S vegetation abatement.
12. Walmart flats tractor mowing.
13. Lateral 15/17 vegetation abatement.
14. Lateral 12 vegetation abatement.
15. Lateral 9 vegetation abatement.
16. Lateral 14 Vegetation abatement.
17. Lateral 13 South (Plumas Lake Golf Course) vegetation abatement.

Shop, Office, Fleet Vehicles, and Equipment

- Shop generator was exercised on 5/3 and 5/17.
1. Deep cleaning of the Shop, office, and equipment to further prevent any potential exposure to COVID-19.
 2. Water truck delivery to Riverview international. (David Nakao)
 3. John Deere backhoe pickup for service and repair (David Nakao)
 4. Repair both pole saws in house.
 5. Les Schwab tire repair 2019 ford.
 6. Les Schwab rhino mower two tires reinstall as the tubes were destroyed.

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. College Conex area mowing, vegetation abatement and air exchange.
3. Linda water, hydrant valve for Rip Rap delivery returned.
4. Vegetation abatement around shop/yard.

18. Administrative Assistant's Report:

**Administrative Assistant Monthly Report
June 1, 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 - Draft Audit and Management Rep Letter
7. Green Sheet Reconciliations with Angela @ County. - Ongoing

Clerical/Office:

1. Impact Fees
 - A. Cresleigh Homes Plumas Ranch Village 6
 - B. KB Homes – Plumas Lake Phases 4, 5, and 6
 - C. Nor Cal Steel – 5595 Chestnut Rd.
 - D. Danna Properties – Plumas Lake Leak Properties PHS 8
2. Permit Clearance Request Sign Offs
 - A. Cresleigh Homes – Riverside Meadows
 - B. Meritage Homes – River Oaks South Village 2
 - C. Lennar – Sonoma Ranch
 - D. DR Horton – Riverside Meadows
 - E. Richmond Homes - Thoroughbred Acres Phase 1
3. Scanning & Receiving Assessment Payments, then sending to Megan@ LWA.
4. Sent out Rejection Letters for Field Crew Worker Position.

Human Resources:

1. Employee Injury – Worker's Comp Forms
2. Board Members – Converting to Payroll Paid Employee's
3. Field Crew Worker - New Hire Paperwork and Insurance Enrollment

Contract Management:

1. 2019-2020 FMAP OMRR&R Grant Agreement – Submitted 3/15/2021 - Pending
2. 2020-2021 FMAP OMRR&R Grant Agreement – In Process
3. 2021-2022 FMAP OMRR&R Grant Agreement – Preparing For
4. YWA/DWR IRWMP Grant Preparation – Zoom Meetings and Emails

5. TRLIA Goldfields – Maintenance Billing – Received – 5/2021
6. 2019-2020 Delinquent Assessment Payments, Refunds and Tracking
7. 2020-2021 Current Assessment Payments and Tracking
8. Reconciliations with LWA – Assessment Tracking

Regulatory Compliance:

1. Managing PWC 100 projects.
2. GSRMA RMAP Questionnaire and Supporting Documents – Pending GSRMA Board Meeting.
3. EDD SUI Reporting Number – Working with EDD & Paychex to make corrections.
4. GSRMA Actual Payroll Contribution Questionnaire – Submitted 4/13/2021
5. 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, Steve Woods @ GSRMA, Megan Jonsson @ LWA, Ken Schoech & Michael Overhoff @ Cresleigh Homes, Lloyd @Alliant Networking, Tiffany Shacklett and Jennifer Jensen @Auditor’s, Kyle Close – Permit Runner, Jason Gretsch – Alliant Networking, Naomi Whatley @ GSRMA, Jason Little @ DWR, and Leslie Wells @ TRLIA.

19. General Manager’s Report:

General Manager’s Report
June 1, 2021

Administration:

1. Approved employee time off requests and task scheduling.
2. Meetings: - [, 4/27 DWR/YWA Sub-Grant billing meeting, 4/28 CCVFCA Flood Forum Meeting, 4/28 Lennar Pond discussion meeting, 5/4 RD784 Regular Board meeting, 5/6 Unit 5 LM 1.59 Pipe Replacement Pre-Bid, 5/14/2021 CVFPB Workshop, 5/19 IRWMP, 5/20 Yuba-Feather Working Group, 5/20 Future of TRLIA, 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. New field employee hired – Luis Cedillo
5. Impact Fee Program / Plan Reviews
 - A. New deck project at 5589 South Gledhill Avenue
 - B. Leak Property Phase 8

Project Management:

1. Unit 4 levee patrol road rehabilitation project.
2. River Oaks Detention Basin Improvements and South Pipe Repairs (Coordination efforts with Lennar staff)

3. Drainage Impact fee and assessment escalator document reviews
4. Rock rip rap deliveries at Island Rd. Detention Basin - Completed
5. USACE Routine Inspection Items – CVFPB Notice to Comply Letters regarding Case #2021-15574 sent to PG&E, AT&T, and Comcast requesting corrective action concerning (3) utility poles in Unit 7
6. Yuba County Local Hazard Mitigation Plan
7. FMAP Contracts – 2019/2020 and 2020/2021
8. FMAP 2021/22 Project Solicitation Package Preparation with MHM
9. Yuba-Sutter EDC Committee public works project updates
10. County Linear Parkway land transfer review
11. Unit 4 LM 2.45 Erosion site
12. Pump Station 5, 7, & 9 Instrumentation Improvements – DWR Prop 1 YWA Sub-Agreement was executed, and contract awarded.

Regulatory Compliance:

1. Monthly pesticide spray use report submitted on-line to the County.
2. Updated SDS (Safety Data Sheets) and MSDS (Material Safety Data Sheets) binder.
3. Weed abatement letter notices received from Linda Fire Dept. Addressed.
4. Work through EDD Employer ID updates.

Reminders:

- Next Board meeting is scheduled for July 7, 2021, it will be a Special Board meeting (Because it will be on a Wednesday).

20. Meeting Adjourned:

Meeting was adjourned at 11:17am

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