

BOARD MEETING MINUTES			RECLAMATION DISTRICT 784		
1594 Broadway Street					
Arboga, CA 95961-8821					
<b>Meeting Description:</b> Reclamation District No. 784 Board of Trustee's Board Meeting <b>Due to COVID-19 Pandemic this Meeting was held Via Teleconference</b>					
<b>Date:</b> December 1, 2020 <b>Time:</b> 10:00am <b>Location:</b> 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	11:00am	58 Min
<b>1. Call to Order</b>					
<b>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 - Absent, 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.</b>					
<b>2. Closed Session:</b>					
<b>A. None</b>					
<b>3. Open Session:</b>					
<b>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.</b>					
<b>Consent Items:</b>					
<b>5. Approve Board Meeting Minutes –</b> Joe Danna moved to approve the Board Meeting Minutes. Sarbdeep Atwal seconded the motion. Motion Carried. <b>Vote: 4 Ayes (Brown, Read, Atwal, and Danna), 0 Nays, 1 Absent (Hastey), and 0 Abstain.</b>					
<b>6. Approve Checks and Warrants –</b> Joe Danna moved to approve the Board Meeting Minutes. Sarbdeep Atwal seconded the motion. Motion Carried. <b>Vote: 4 Ayes (Brown, Read, Atwal, and Danna), 0 Nays, 1 Absent (Hastey), and 0 Abstain.</b>					
<b>Persons Attending</b>					
<b>1. Rick Brown – RD784 Board President</b>					
<b>2. David Read – RD784 Board Vice-President</b>					
<b>3. Joe Danna – RD784 Board Trustee</b>					
<b>4. Sarbdeep Atwal – RD784 Board Trustee</b>					

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. Stuart Hanson - Landowner
11. Doug Svenson – Applied Development
<b><i>Items for Discussion and Possible Actions:</i></b>
7. <b><i>Board to Receive a Presentation on the Yuba County River Parkways Project –</i></b> Presentation by Doug Svenson of Applied Development.
8. <b><i>Board to Receive an Update on the Status of the Horseshoe Levee –</i></b> On November 5, staff led officials from the CVFPB, the County of Yuba, and MBK Engineers on a tour of the Horseshoe Levee.
9. <b><i>Board to Receive an Update on the Horseshoe Levee Pipe Replacements in Unit 3B LM 4.66 and Unit 5 LM 2.04 –</i></b> Both pipe replacement projects are now complete. CVFPB inspectors conducted the final field inspections at both sites on November 13, 2020.
10. <b><i>Board to Consider Authorizing the GM to Sign and Submit a Notice of Exemption for the Next Pipe Replacement at the Horseshoe in Unit 5 at LM 1.85 –</i></b> – In preparation for the CVFPB authorization/permit application process, an NOE for CEQA requirements will need to be submitted to the State Office of Planning and Research. Joe Danna moved to authorize RD784 GM to sign and submit the NOE. David Read seconded the motion. Motion Carried. <b>Vote: 4 Ayes (Brown, Read, Atwal, and Danna), 0 Nays, 1 Absent (Hastey), and 0 Abstain.</b>
11. <b><i>Board to Consider Authorizing the GM to Begin the Procurement Process for Replacing a Pipe Crossing at the Horseshoe Levee in Unit 5 at LM 1.59 –</i></b> In preparation for the next 2021 construction season, staff is seeking direction from the Board whether or not to begin preparations for replacing another pipe at the Horseshoe in addition to the pipe in Unit 5 at LM 1.85 which will be funded through the DWR 2020/21 FMAP grant program. The next pipe in need of replacement is also in Unit 5 nearby at LM 1.59 and could easily be replaced simultaneously with the other pipe. In order to be ready for the next construction season, staff will need to apply for a grant (likely through YWA) and engage MHM and others as necessary to begin the permit application process. David Read moved to authorize the procurement process for replacing a Pipe Crossing at the Horseshoe Levee in Unit 5 LM 1.59. Joe Danna seconded the motion. Motion Carried. <b>Vote: 4 Ayes (Brown, Read, Atwal, and Danna), 0 Nays, 1 Absent (Hastey), and 0 Abstain.</b>
12. <b><i>Board to Consider Approving the Credit/Reimbursement Agreement for River Oaks East Villages 1, 2, &amp; 3, and River Oaks North Village 1 –</i></b> This item was moved to the January 13, 2021 Board Agenda.
13. <b><i>Board to Receive Information Regarding the Closure of the Country Club Public Access Gate at Night –</i></b> TRLIA recently entered into an agreement with the Yuba County Sheriff's Dept. to begin closing the Country Club public access gate at night. Nightly closures will start on December 15, 2020.

**14. Board to Receive an Update on the Linear Pond 16 Borrow Site Project –**  
An agreement has been executed with Forgen, LLC who will be compensating the District at \$2.00 per cubic yard for the soil. The contractor will take approximately 40,000 – 60,000 cubic yards by June 1, 2021.

**15. Board to Consider Approving a Cost of Living Increase for Non-Exempt Employees (1 Eligible) –**  
RD784 policy requires Board approval for cost of living increases for non-exempt employees who have reached their final “step raise”. Currently, only one field employee is eligible. According the latest U.S. Bureau of Labor Statistics Consumer Price Index for western urban wage earners and clerical workers (CPI-W), the 12-month percentage change from October 2019 – October 2020 increased by 1.3%. (See Handout)

Comparisons:

Reclamation District 108 (Grimes): COLA increase of.....1.5%  
Linda County Water (Olivehurst): COLA increase of..... 2%  
American River Flood Control (Sacramento): COLA increase of ..... 2.5%  
Staff recommends a cost of living increase of 2% effective January 1, 2021.

David Read moved to approve the increase of a 2% COLA raise. Sarbdeep Atwal seconded the motion. Motion Carried. **Vote: 4 Ayes (Brown, Read, Atwal, and Danna), 0 Nays, 1 Absent (Hastey), and 0 Abstain.**

**16. Board to Receive an Update on the December 9<sup>th</sup> Annual Regional DWR Flood Fight Training Day –**  
The in-person training has been canceled due to local COVID-19 Restrictions. Staff is working with DWR on an alternative virtual training session.

**17. Board to Consider Postponing the Regular January 5, 2021 Board Meeting until Wednesday, January 13, 2021 –**  
The January 5, 2021 Board Meeting was postponed until January 13, 2021.

**18. Board to Consider Monthly Budget Snapshot –**  
The Board was presented with a Monthly Budget Update through November 30, 2020.

**Field Manager’s Report:**

Field Manager’s Report  
December 1, 2020

Maintenance and Projects Completed

Unit 1

1. Unit 1 LM 1.5 trash removal.
2. Unit 1 L/S LM 2.1 gate repair.

Unit 2A

1. Unit 2A set blocks LM 1.50.
2. Unit 2a pipe fence repair L/S LM 0.10.
3. Unit 2a consolidation of burn pile.

4. Unit 2a W/S LM 1.3 and 1.4 set blocks.
5. Unit 2a W/S LM 2.4 trash removal.

#### Unit 2B

1. Pump Station #2
  - Backup generator exercised on 11/2 and 11/16.
  - Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
  - Trash rack debris removal.
2. Pre-Storm checks around all urban levee units.

#### Unit 3A

1. PS #6
  - Backup generators exercised on 11/2 and 11/16.
  - Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
1. Unit 3a East side of Hwy 70 bridge pipe fence repair. Sheriff's report # 0120900433.
2. Unit 3a set up new style bait station L/S LM 3.00.
3. Unit 3a PS 6 outfall sucker tree cutting with CDF.

#### Unit 4

1. Unit 4 LM 6.01 set block.
2. Unit 4 LM 5.90 set block at HWY fence L/S toe.
3. Unit 4 kayak WPIC LM 0.00-4.80 for observation of any beaver damage. (looks good).

#### Units 3B/ 5 / 6 (Horseshoe Levee)

1. Pre-Storm checks around all rural levee units and checked all waterside flap gates.
2. Unit 3b W/S LM 4.0 slope vegetation abatement.
3. Unit 3b remove branches L/S slope.

#### Unit 7

1. Unit 7 damaged gate repair LM 0.00 due to car accident.

#### Unit 8

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

#### Unit 9

1. Pump Station #3
  - The backup diesel generator was exercised on 11/2 and 11/16.
  - Pump out water to observe silt in pump area inlets.

- Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
2. Unit 9 L/S LM 1.20 and 1.25 fence repair.
  3. Unit 9 W/S LM 4.00 set blocks.
  4. Unit 9 L/S LM 3.30 set blocks
  5. Unit 9 L/S LM 1.40 set blocks.
  6. Unit 9 W/S LM 4.00 paint graffiti.
  7. Unit 9 L/S LM 4.0 fill potholes adjacent to Country Club entrance.
  8. Unit 9 LM 4.0-2.5 crown vegetation abatement and sheep depressions.
  9. Unit 9 North of Ella, pipe fence repair. Sheriff's report # 0120900450.
  10. Unit 9 North of Ella, pipe fence repair (three different sections). Sheriff's report # 0120900434.
  11. Unit 9 North of Anderson, pipe fence repair. Sheriff's report # 0120900451.
  12. Unit 9 North of Anderson, pipe fence repair. Sheriff's report # 0120900449.
  13. Unit 9 Murphy Rd, gate repair. Sheriff's report # 0120900453
  14. Unit 9 North of Murphy Rd., pipe fence repair. Sheriff's report # 01209000452.
  15. Unit 9 Country Club gate repair. Sheriff's report # 0120900454.

#### Drainage Laterals and Detention Basins

1. Cal Trans Basin vegetation abatement.
2. Pond 16 North, mowing of basin and service road.
3. Lateral 15 Bingham PS9-Grand Ave sucker tree cutting.
4. Lateral 16, River Oaks vegetation abatement of culvert buffer.
5. Lateral 15/17 vegetation abatement.
6. Lateral 15 N vegetation abatement tops.
7. Lateral 14 cut sucker trees (whole lateral).
8. Lateral 14 Vegetation abatement (whole lateral).
9. Lateral 13 vegetation abatement.
10. PS 7 Chestnut Basin painting of graffiti on west wall of building and blocks.
11. Lateral 14 trash pickup and dump run.
12. Lateral 19 Algodon vegetation abatement.
13. Mall ditch clean up and vegetation abatement.
14. Lateral 9 vegetation abatement.
15. Lateral 10, 11 vegetation abatement.
16. Lateral 12 vegetation abatement.
17. Mall ditch vegetation abatement and trash rack clean up.

#### Shop, Office, Fleet Vehicles, and Equipment

- Shop generator was exercised on 11/2 and 11/16.
1. Deep cleaning of the Shop, office, and equipment to further prevent any potential exposure to COVID-19 19.

### Safety / Training

1. Administered weekly safety meetings and misc. SDS sheet reviews.

### 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. Check and maintain bait stations.
3. TRLIA block set around the Messick area.
4. Valley Power replacement of injection pump return line for South generator.
5. Pump Station 6 generator fuel polishing completed.
6. Pond 16 at Miki orchard gate culvert hydro-jetting/vac cleaning.
7. Frisch Engineering to troubleshoot PS 3 SCADA. Results conclude transducer B sensor malfunction. New sensor has been ordered and will be installed November 24, 2020.

### ***Administrative Assistant's Report:***

## **Administrative Assistant Monthly Report December 1, 2020**

### **Accounting:**

1. Budget Update
2. Reconciliations
3. AP Reports and Check Processing for Vendors & Clients
4. Payroll Calculations and Submittal
5. Checks, Warrants and Deposits
6. Financial Audit Preparation – Tiffany's Portal Researching & Uploading Documents

### **Clerical/Office:**

1. Impact Fees
  - A. Cresleigh Homes Woodside Village 3A & 3B
  - B. Legacy Homes
2. Permit Clearance Request Sign Offs
  - A. Cresleigh Homes – Woodside Village, Riverside Meadows
  - B. Richmond American Homes
  - C. Lennar – Sonoma Ranch
  - D. K. Hovnanian
3. Scanning & Receiving Assessment Payments, then sending to Megan@ LWA.

### **Contract Management:**

1. 2019-2020 FMAP OMRR&R Grant Agreement – Progressive Billing
2. 2020-2021 FMAP OMRR&R Grant Agreement – In Process
3. YWA Rural Grant Pipe Replacement – Progressive Billing
4. Gregory Livestock

5. T&S Construction
6. Summit Pipelines
7. 2019-2020 Delinquent Assessment Payments, Refunds and Tracking
8. 2020-2021 Current Assessment Payments and Tracking

### **Regulatory Compliance:**

1. Managing PWC 100 projects. Badger Pump Station 2 and 6
2. GSRMA RMAP Questionnaire and Supporting Documents
3. 2020 Flood Fight Class Letters and Sign Ups AND Updates
4. CAIPers Annual Social Security Request & Compliance Forms
5. EDD SUI Reporting Number - On-going
6. Notary Class and Exam – Taken on 11-14-2020

### **Projects:**

1. Streamline Website Updating
2. Alliant Networking – Annual Agreement - Pending

**Contacts:** Daniel @ Paychex, Jesse Barton @ Gallery & Barton, Sean Minard @ MHM, Jolie Turk @ YC Treasurer, Jason Little @ DWR, Kyle Sanchez @ MHM, Chris Evans @ Streamline, Patricia Eyres @ GSRMA, Megan Jonsson @ LWA, Ken Schoech & Michael Overhoff @ Cresleigh Homes, Lloyd @Alliant Networking, Tiffany Shacklett and Jennifer Jensen, and Kyle Close – Permit Runner, Jadon Gretsche – Alliant Networking, Lakia Beavers – EDD, Trevor Gohl - CalPers

### **General Manager's Report:**

General Manager's Report  
December 1, 2020

### **Administration:**

1. Approved employee time off requests and task scheduling.
2. Notice of Delinquent Assessment Letters – Handled questions and payments from letter recipients.
3. Meetings: - [11/5 On-Site Horseshoe SMA Formation Meeting with State and County Officials, 11/10 Yuba-Feather Working Group, 11/17 TRLIA Board Meeting, 11/18 RWMG Meeting, 11/19 Yuba County Hazard Mitigation Update Kick-Off Meeting, Project Follow-Ups with MHM, Weekly TRLIA Goldfields Construction Meetings, and Rotary]
4. Provide correspondence to TRLIA Goldfields Construction Team, as necessary.
5. Completed U.S. Dept. of Commerce construction progress reporting surveys for pipe replacement projects in Unit 5, LM 2.04 and Unit 3B, LM 4.66
6. EDD Paperwork
7. Impact Fee Program

- A. Plumas Ranch Village 6 - Cresleigh Homes
- B. Woodside Villages 3A and 3B – Cresleigh Homes

**Project Management:**

1. Linear Pond 16 Borrow Site
2. Lennar Grant of Easement for South Outfall Pipe
3. Horseshoe Levee Pipe Replacements - Unit 3B LM 4.66 and Unit 5 LM 2.04 – Now Complete
4. Lennar Pond South Pipe Pressure Grouting Repairs
5. River Oaks Detention Basin Improvements
6. USACE Routine Inspection Corrections
7. FMAP Contracts – 2019/2020, and 2020/2021
8. RFP for Pump Station 5, 7, & 9 Instrumentation Improvements

**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. Updated the RD784 Emergency Action Plan and Spill Prevention Control and Countermeasures Plan
4. Training: Continued education webinar on the safe use of Pesticides.

**Meeting Adjourned:**

Meeting was adjourned at 11:00am.

*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