



Yuba County, California



BOARD MEETING AGENDA

**Reclamation District 784
1594 Broadway Street
Arboga, CA 95961-8821**

Meeting Description:

Reclamation District No. 784 Board of Trustee’s Board Meeting

Date: May 7, 2024 Time: 10:00 a.m. Location: Reclamation District 784 Office

This Meeting Will Be Accessible To The Public In Person or Via Zoom Meeting

Join Zoom Meeting (Copy and paste link into search field of an internet browser)

<https://us02web.zoom.us/j/81038854262?pwd=OTQwRDRvdFI5akVwcEdRK3RLSUJCUT09>

Meeting ID: 810 3885 4262

Passcode: 7842020

To participate via the audio only teleconference, dial into the meeting by calling:

1-253-215-8782 US

OR

1-301-715-8592 US

Enter Meeting ID: 810 3885 4262

Enter Passcode: 7842020 (You may be prompted to enter this twice)

<p>1. Call to Order: Welcome to the Reclamation District 784 Board of Trustees Meeting.</p> <p>Roll Call: Sarbdeep Atwal – RD784 Board President, David Read – RD784 Board Vice President, Joe Danna – RD784 Trustee, Jared Hastey – RD784 Trustee, Brent Hastey – RD784 Trustee, Kimberly Ford – RD784 Deputy Secretary of the Board, Patrick Meagher – RD784 Secretary of the Board, Tina Moore – RD784 Field Superintendent, Sean Minard – RD784 Engineer, and Jesse Barton - RD784 Attorney.</p>
<p>2. Open Session:</p>
<p>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.</p>
<p>Consent Items</p>
<p>4. Approve Meeting Minutes -</p>

5. <i>Approve Checks and Warrants -</i>
6. <i>Board to Consider Participating in the 2024-2025 DWR FMAP Program and Adopting Resolution 2025-05-01 Authorizing a Proposal for Funding -</i>
7. <i>Board to Consider Authorizing the GM to Sign and Submit a Notice of Exemption for Routine Maintenance of District Levees -</i>
Discussion Items
8. <i>Board to Consider Approving an LWA Agreement for Assessment Roll Administration Services for FY 2024-2025 -</i>
9. <i>Board to Consider Authorizing the GM to Award a Contract for Levee Patrol Road Rehabilitation Work to the Lowest Responsive and Responsible Bidder -</i>
10. <i>Board to Consider Awarding a Backup Diesel Generator Maintenance Contract -</i>
11. <i>Board to Receive Liability, Property, and Workman's Comp Insurance Estimates and Consider Selecting a Provider -</i>
12. <i>Board to Consider Adopting Resolution 2024-05-02 Consenting to Enter the Joint Protection Programs of the Association of California Water Agencies/Joint Powers Insurance Authority -</i>
13. <i>Board to Consider Adopting Resolution 2024-05-03 Authorizing Application to the Director of Industrial relations for a Certificate of Consent to Self-Insure Worker's Compensation Liabilities -</i>
14. <i>Board to Consider Approving the Re-Classification of the Administrative Assistant Position to Office Manager and Pay Scale -</i>
15. <i>Board to Consider Approving Updated Non-Exempt Field Employee Pay Scales -</i>
16. <i>Board to Receive the Monthly Budget Snapshot -</i>
17. <i>Field Manager's Report -</i>
18. <i>Administrative Assistant's Report -</i>
19. <i>General Manager's Report -</i>
20. <i>Board Reports -</i>
21. <i>Adjournment -</i>
<i>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.</i>
<i>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 follows 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.</i>

Reclamation District 784
Regular Board Meeting Agenda Briefing
May 7, 2024

This Meeting Will Be Accessible To The Public In Person or Via Zoom Meeting

Join Zoom Meeting (Copy and paste link into search field of an internet browser)

<https://us02web.zoom.us/j/81038854262?pwd=OTQwRDRvdFI5akVwcEdRK3RLSUJCUT09>

Meeting ID: 810 3885 4262

Passcode: 7842020

1. Call to Order:
2. Open Session:
3. Public Comment:

Consent Items:

4. Approve Minutes:
5. Approve Checks and Warrants:
6. Board to Consider Participating in the 2024-2025 DWR FMAP Program and Adopting Resolution 2025-05-01 Authorizing a Proposal for Funding: DWR is accepting Plan Solicitation Packages from LMA's to participate in the next funding program. Although funding is contingent upon state budget approval, DWR assumes that FMAP will continue to be funded. The program will fund various maintenance activities and improvements throughout the Urban and Rural levee systems including vegetation management, rodent control, patrol road rehabilitation, repairs, and miscellaneous engineering reports. The funding amount is still T.B.D. Staff recommends participating in the program and authorizing the GM to execute the funding agreement when it becomes available. (See Handout)
7. Board to Consider Authorizing the GM to Sign and Submit a Notice of Exemption for Routine Maintenance of District Levees: The 2025 DWR FMAP program requires the filing of a Notice of Exemption with the State Office of Planning and Research to satisfy CEQA requirements. (See Handout)

Discussion Items:

8. Board to Consider Approving an LWA Agreement for Assessment Roll Administration Services for FY 2024/2025: LWA proposes to continue assessment

roll administration services on behalf of RD784 beginning July 1, 2024 – June 30, 2025. The scope of services will include landowner inquiries, TRLIA payment administration, direct bill tracking, delinquency notices, direct bill preparation, and assessment roll updates and preparation. (See Handout)

9. Board to Consider Authorizing the GM to Award a Contract for Levee Patrol Road Rehabilitation Work to the Lowest Responsive and Responsible Bidder: Background: The Board adopted resolution 2023-08-01 at the August 1, 2023 Board meeting for accepting funds under cost share provisions (90% DWR/10% RD784) through the DWR Flood Maintenance Assistance Grant Program. The project was publicly advertised with a public bid opening date of May 6, 2024. Staff requests authorization to award a contract to the lowest responsive and responsible bidder, contingent upon review and recommendation by MHM, and after the 7-day bid protest period has ended. The work will take place in levee units 2A, 7, and 8.

10. Board to Consider Awarding a Backup Diesel Generator Maintenance Contract: The District's current 3-year generator maintenance contract with Valley Power Systems, Inc. will expire this summer. Bids were received for annual backup generator maintenance at pump stations 2, 3, 6, and the shop. (See Handout)

11. Board to Receive Liability, Property, and Workman's Comp Insurance Estimates and Consider Selecting a Provider: Background: The District's current liability insurance provider is Golden State Risk Management Authority (GSRMA). Staff received direction at the June 15, 2023 special Board meeting to request insurance estimates from other providers. A minimum 3-year commitment that will become effective July 1, 2024 is required with the firm that is selected. (See handout)

12. Board to Consider Adopting Resolution 2024-05-02 Consenting to Enter the Joint Protection Programs of the Association of California Water Agencies/Joint Powers Insurance Authority: Adopting the resolution affirms that the District elects to join the Liability, Property, and Worker's Compensation programs sponsored by ACWA JPIA. (See Handout)

13. Board to Consider Adopting Resolution 2024-05-03 Authorizing Application to the Director of Industrial Relations for a Certificate of Consent to Self-Insure Worker's Compensation Liabilities: Adopting the resolution authorizes the application to the Director of Industrial Relations for a certificate of consent to self-insure worker's compensation liabilities. The application is filed by ACWA JPIA on behalf of the District. (See handout)

14. Board to Consider Approving the Reclassification of the Administrative Assistant Position to Office Manager and Pay Scale: Background: The non-exempt Office Manager position was reclassified to Administrative Assistant at the December 5, 2017 Board meeting which at the time, was proposed to accurately identify the office position and adjusted hourly pay consistent with local wage scales for similar work. Since then, the responsibilities of the administrative assistant have evolved into more managerial type duties. Staff is requesting the Board to authorize the reclassification of the Administrative Assistant position to the title of Office Manager, updated job description, and pay scale. (See Handout)

15. Board to Consider Approving Updated Non-Exempt Field Employee Pay Scales: The current non-exempt field employee pay scales were approved at the May 2, 2023 Board meeting. Staff conducted a wage survey and recommends updating the scales to remain competitive. If approved, the new pay scales will become effective immediately, applicable to new hires and existing staff on their respective anniversary dates. (See Handout)

16. Board to Receive the Monthly Budget Snapshot:

ATTACHMENT B

Local Maintaining Agency Authorizing Resolution

Resolution No. 2024-05-01

A Resolution by the Board of Trustees
of the Reclamation District 784

Authorizing a Proposal for funding from the Department of Water Resources and Designating a Representative to Execute the Agreement and any Amendments thereto, for the 2025-FMAP-RD784-01 Project

WHEREAS, the Reclamation District 784 is a California Public Agency with responsibility for flood maintenance and right-of-way authority of the Project facilities;

WHEREAS the Reclamation District 784 acknowledges that it must submit a new operations, maintenance, repair, rehabilitation, and replacement agreement with the Central Valley Flood Protection Board prior to the receipt of Flood Maintenance Assistance Program funds;

WHEREAS, the Reclamation District 784 is authorized to enter into an agreement with the Department of Water Resources and the State of California;

THEREFORE, BE IT RESOLVED by the Board of Trustees
of the Reclamation District 784 as follows:

1. That pursuant and subject to all of the terms and conditions of the Budget Act of 2024, the Board of Trustees authorize the General Manager, or designee, to execute the funding agreement with the Department of Water Resources and any amendments thereto.
2. That the General Manager, or designee, shall prepare the necessary data, make investigations, and take other such actions as necessary and appropriate to obtain funding for the 2025-FMAP-RD784-01 Project.

CERTIFICATION

I hereby certify that the foregoing Resolution No. 2024-05-01 was duly and regularly adopted by the Board of Trustees of the Reclamation District 784 at the meeting held on _____, motion by _____ and seconded by _____, motion passed by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Patrick Meagher, General Manager
Reclamation District 784

Attest: _____
Kimberly Ford

Notice of Exemption

Appendix E

To: Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044
County Clerk
County of: Yuba
915 8th Street, #107
Marysville, CA 95901

From: (Public Agency): Reclamation District 784
1594 Broadway
Arboga, CA 95961
(Address)

Project Title: Reclamation District No. 784 2024-2025 Routine Maintenance of District Levees

Project Applicant: Reclamation District No. 784

Project Location - Specific: RD784 Plumas Lake Urban Units 1 and 7-Yuba River, Units 2a, 2b, and 9 - Feather River, Units 3 west and 8 - Bear River, Unit 4-Best Slough/WPIC, Rural Units 3 east - Bear River, Unit 5 - Best Slough/WPIC, Unit 6 - Dry Creek

Project Location - City: Arboga Project Location - County: Yuba

Description of Nature, Purpose and Beneficiaries of Project: Continuation of routine maintenance. Levee system protects property and inhabitants within the District.

Name of Public Agency Approving Project: Reclamation District 784

Name of Person or Agency Carrying Out Project: Reclamation District 784

Exempt Status: (check one):

- Ministerial (Sec. 21080(b)(1); 15268);
Declared Emergency (Sec. 21080(b)(3); 15269(a));
Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
Categorical Exemption. State type and section number: Existing facilities 15301, 15302, 15303
Statutory Exemptions. State code number: PRC 21080.21 and Reg. 15282(k) Routine Maint.

Reasons why project is exempt: Required maintenance of existing serviceable structures, minor alterations, and replacement or reconstruction of existing structures.

Lead Agency Contact Person: Patrick Meagher Area Code/Telephone/Extension: 530-742-0520

If filed by applicant:

- 1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? Yes No

Signature: Date: Title:

Signed by Lead Agency Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code. Date Received for filing at OPR:
Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.



LARSEN WURZEL
& Associates, Inc.

April 5, 2024

Mr. Patrick Meagher
Reclamation District 784
1594 Broadway Street
Arboga, CA 95961

Re: Proposal for Reclamation District No. 784 Assessment Roll Administration for FY 2024/25

Dear Mr. Meagher:

Larsen Wurzel & Associates, Inc. (LWA) appreciates the opportunity to submit this proposal for consulting services for Reclamation District 784 (RD 784) for the assessment roll administration for FY 2024/25. LWA is committed to continued administration support for the District's assessment from prior fiscal years, and the preparation of the FY 2024/25 assessment roll in a timely manner for submission to Yuba County for collection before the county elected deadline in August 2024. Following submission of the assessment roll, LWA will respond to any follow-up questions from the County and prepare direct bills to be mailed by the end of September 2024.

SCOPE OF SERVICES

The following Scope of Services describes the tasks and timing of work to be completed under this proposal. The period of performance will be July 1, 2024, through June 30, 2025.

Task 1 – Landowner Inquiries and Assessment Roll Follow Up

This task includes researching and addressing property owner inquiries which may involve processing any resulting assessment adjustments. LWA has included budget to address up to appropriately 20 property owner inquiries.

Task 2 – TRLIA Payment Administration

This task includes the coordination for and calculation of the three annual Three River Levee Improvement Authority (TRLIA) payments as agreed to in the contract executed on August 18, 2020 and amended on January 18, 2024, between RD 784 and TRLIA. Payments are scheduled to be made for December 2024, April 2025, and June 2025 assessment collection. Payments will be calculated as soon as the necessary information becomes available, usually in the month following the payment timeframe (January, May, and July 2025).

Task 3 – Direct Bill Tracking and Delinquency Notifications

This task includes coordinating with RD 784 staff to track Direct Bill payments and accumulated delinquencies from prior fiscal years. It includes mailing of Delinquent Statements (expected to occur in January 2025) and mailing of Delinquency Notifications (expected to occur in April 2025). Delinquent Statements are mailed via

regular USPS First-Class mail and Delinquent Notification letters are mailed via tracked USPS First-Class mail to document proof of delivery. This task also includes integrating updated penalty and interest charges for the initial Direct Bill mailing, the Delinquent Statement mailing, and the Delinquent Notification mailing into the RD 784 QuickBooks Online portal.

As a result of the significant reduction in the level of effort required to track payments and delinquencies, QuickBooks Online will continue to be utilized in FY 2024/25 and the monthly subscription cost (\$60/month) will be charged under this task. If requested by the District, LWA can evaluate the process and requirements for accepting electronic payments for possible implementation in FY 2025/26.

Task 4 – Assessment Roll Update

This task includes gathering, verification, and research of updated parcel data and integration of updates into the administration model. This task also includes the calculation of the allowable annual escalation rate, preparation of the necessary resolutions, and presentation of the escalation to the Board for consideration. This task is expected to be completed during late July/early August 2024.

Task 5 – Yuba County Assessment Roll Preparation

This task includes preparation of the assessment roll for application on the Yuba County property tax roll, preparation of the necessary resolutions, submission to the County, and any follow up required to resolve any parcels rejected for collection by the County. This task will be completed by the County's deadline in early August 2024 with follow-up corrections as necessary through September 2024.

Task 6 – Direct Bill Assessment Preparation (Initial Mailing)

This task includes the preparation of the Direct Bill assessment roll and the production and mailing of the initial Direct Bills for FY 2024/25. This task will be completed following confirmation of any corrections to the County assessment roll in September 2024. The initial Direct Bills will be mailed in late September 2024 to coincide with the mailing of Yuba County property tax bills.

Task 7 – Contingency

In previous administration years, unforeseen circumstances have resulted in additional efforts that were necessary to close out the fiscal year's administration. This task has been added to account for the potential additional effort to close out FY 2024/25, if necessary, and will serve as a stopgap in the event that additional budget is necessary.

BUDGET

The following table summarizes the proposed budget for the RD 784 FY 2024/25 Assessment Administration associated with the above-described tasks.

Proposed Budget

Task	Proposed Budget
Task 1 – Landowner Inquiries and Administration Follow Up	\$7,100
Task 2 – TRLIA Payment Administration	\$4,300
Task 3 – Direct Bill Tracking / Delinquency Notifications	\$23,100
Task 4 – Assessment Roll Update	\$20,700
Task 5 – County Assessment Roll	\$3,400
Task 6 – Direct Bill Preparation	\$4,200
Task 7 – Contingency	\$5,000
Totals	\$67,800

Approval of this letter with your signature below would authorize a maximum total budget for services of up to \$67,800. Fees are based on a direct cost (hourly rates and direct expenses) not-to-exceed basis. You will only be charged for work actually performed up to the authorized maximum budget. Invoices are sent on a monthly basis for the services provided the preceding month. A statement of accrued and invoiced services to date will be provided with each billing. The standard billing rate sheet for LWA for all staff has been attached to this engagement letter.

I hope this engagement letter meets your approval. If so, please sign and return one copy of this letter and keep another copy for your records. If you require any changes to this letter, please do not hesitate to contact me at (916) 827-1707.

Sincerely,



Scott L. Brown, PE
Principal
Larsen Wurzel & Associates

ACCEPTED BY:

Patrick Meagher (DATE)
District Manager
Reclamation District No. 784

Larsen Wurzel & Associates, Inc.
Hourly Rate Schedule

Staff Position	2024*
Managing Principal	\$280
Principal	\$275
Senior Consultant	\$280-340
Supervising Project Manager	\$270
Senior Project Manager II	\$263
Senior Project Manager I	\$257
Associate Project Manager II	\$251
Associate Project Manager I	\$246
Project Manager II	\$240
Project Manager I	\$234
Supervising Associate	\$249
Senior Associate II	\$237
Senior Associate I	\$226
Associate III	\$214
Associate II	\$202
Associate I	\$191
Senior Analyst	\$179
Analyst II	\$161
Analyst I	\$144
Supervising Engineer	\$250
Senior Engineer II	\$241
Senior Engineer I	\$234
Project Engineer	\$226
Associate Engineer	\$203
Assistant Engineer II	\$191
Assistant Engineer I	\$179
CAD Tech/GIS Specialist	\$156
Junior Engineer	\$146
Senior Project Coordinator	\$161
Project Coordinator	\$144
Project Assistant	\$137
Technical Editor	\$119
Clerical Staff	\$108
Intern	\$84

**Rates subject to adjustment on January 1st of each year.*

Automobile mileage is billed at the IRS federal reimbursement rate.
Professional services provided by others billed through LWA are billed at cost plus a service charge of 5%.

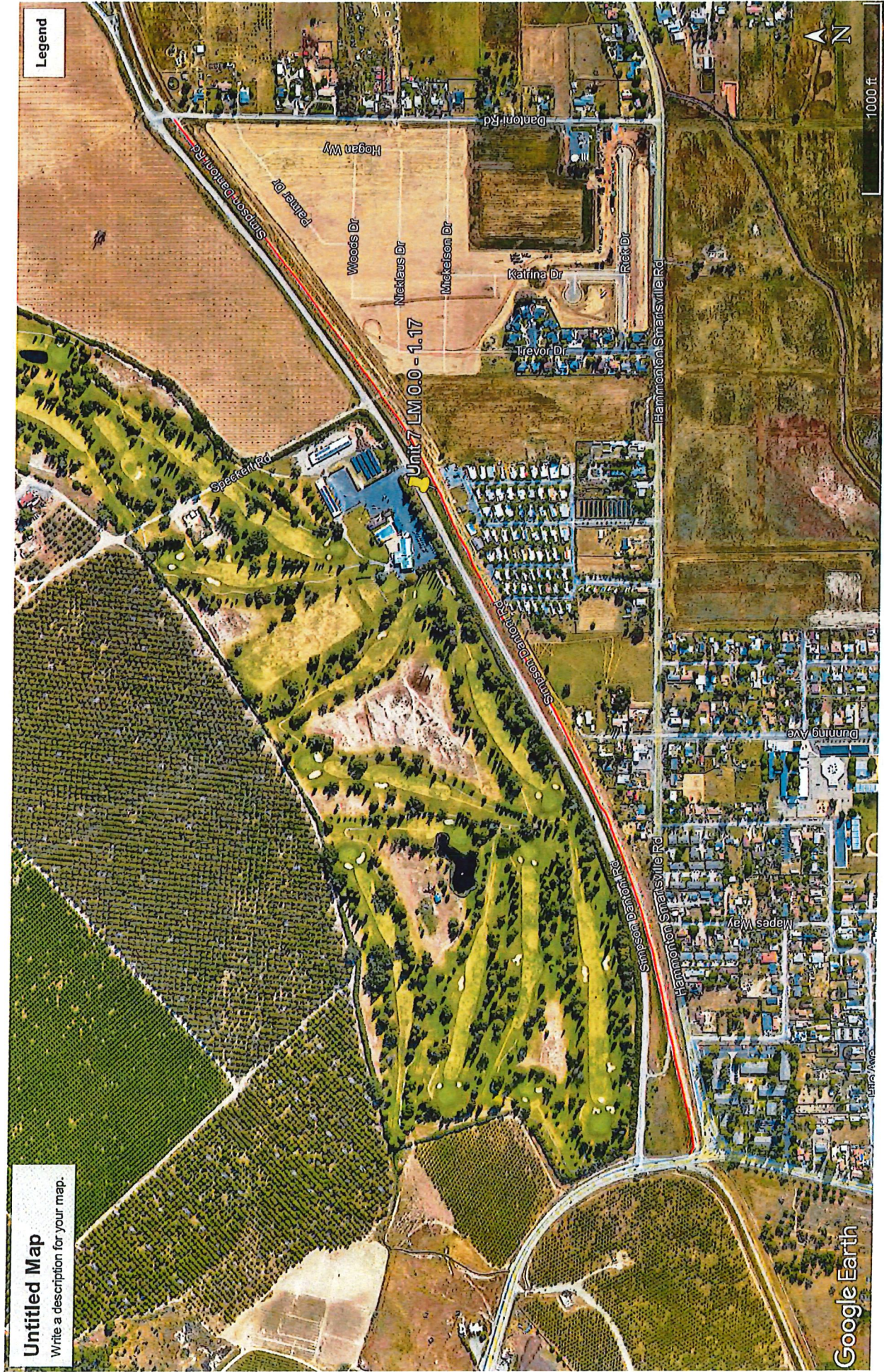
Levee Patrol Road Rehabilitation



Untitled Map

Write a description for your map.

Levee Patrol Road Rehabilitation



Untitled Map

Write a description for your map.

Legend

Google Earth

1000 ft

Levee Patrol Road Rehabilitation



Annual Backup Generator Maintenance Bid Results

Valley Power Systems North, Inc.	PS 2	PS 3	PS 6 (2 Generators)		RD784 Shop	Bid
Annual Maintenance Price	\$ 2,450.00	\$ 2,150.00	\$ 4,300.00		\$ 1,575.00	\$ 10,475.00
Additional Hourly Rates:	Regular Hours	Overtime	Saturdays	Sundays	Holidays	
Mileage: \$3.00 / Mile	\$ 190.00	\$ 285.00	\$ 285.00	\$ 380.00	\$ 380.00	
DIR Registration # 1000028964						
Contractor's License # 974089						
Bay City Electric Works	PS 2	PS 3	PS 6 (2 Generators)		RD784 Shop	Bid
Annual Maintenance Price	\$ 3,579.20	\$ 2,725.08	\$ 6,388.40		\$ 1,537.80	\$ 14,230.48
Additional Hourly Rates:	Regular Hours	Overtime	Saturdays	Sundays	Holidays	
Mileage: / Mile \$4.50 / Mile	\$ 210.00	\$ 315.00	\$ 315.00	\$ 420.00	\$ 420.00	
DIR Registration # 1000920553						
Contractor's License # 909519						
CA Diesel & Power	PS 2	PS 3	PS 6 (2 Generators)		RD784 Shop	Bid
Annual Maintenance Price	\$ 4,350.00	\$ 3,240.00	\$ 6,990.00		\$ 2,015.00	\$ 16,595.00
Additional Hourly Rates:	Regular Hours	Overtime	Saturdays	Sundays	Holidays	
Mileage: \$3.50 / Mile	\$ 195.00	\$ 273.00	\$ 273.00	\$ 351.00	\$ 351.00	
DIR Registration # 1000794079						
Contractor's License # 757162						

Insurance Provider Comparisons

PROGRAM	PROVIDER	Liability Program Limit	Deductible or RAP	ANNUAL PREMIUM	Notes
General Liability Coverage	ACWA JPIA	\$ 55,000,000.00	\$ 5,000.00	\$ 25,667.00	*Rate subject to change in September Est. for 2024/25
	GSRMA	\$ 50,000,000.00	\$ 0.00	\$ 51,352.00	

		Aggregate Policy Limit	Deductible or RAP	ANNUAL PREMIUM	
Cyber Liability Coverage	ACWA JPIA	\$ 5,000,000.00	\$ 5,000.00	\$ 769.00	*Rate subject to change in June Est. for 2024/25
	GSRMA	Members share 16M Sublimit	\$ 0.00	\$ 6,025.00	

		Property Program Limit	Deductible	ANNUAL PREMIUM	
Property Coverage (Includes Buildings, Vehicles, & Mobile Equip.)	ACWA JPIA	\$ 500,000,000.00	*See Summary of Coverage	\$ 26,061.00	*Rate subject to change in June Est. for 2024/25
	GSRMA	\$ 600,000,000.00	*See Summary of Coverage	\$ 61,613.00	

		Limit of Coverage	Deductible/RAP	ANNUAL PREMIUM	
Worker's Compensation	ACWA JPIA	Statutory - What is req. by State of CA	\$ 2,500.00	\$ 22,924.00	Est. for 2024/25 Est. for 2024/25
	GSRMA	Statutory - What is req. by State of CA	\$ 0.00	\$ 47,567.00	

Total Annual Premium Estimates:

ACWA JPIA	\$	75,421.00
GSRMA	\$	166,557.00

*Special District Risk Management Authority (SDRMA) Declined the opportunity to Provide and Estimate



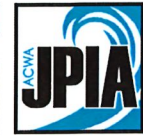
Coverage – Proposal

RECLAMATION DISTRICT 784



REVISED April 11, 2024

Liability Coverage Quotation



LIABILITY PROGRAM LIMIT \$55,000,000 *

SUB-LIMITS:

- \$ 5,000,000 - Terrorism
- \$10,000,000 – Communicable Disease
- \$45,000,000 – Subsidence
- \$45,000,000 – Lead
- \$45,000,000 – Mold

this is not an exhaustive list of all reinsurance/excess sublimits

INCLUDES:

- | | |
|---|--------------------------------|
| Bodily Injury | Property Damage |
| Errors & Omissions | Employment Practices Liability |
| Public Officials Errors & Omissions Liability | Inverse Condemnation |
| Accidental Pollution Liability | Automobile Liability |

**Coverage afforded for drones that follow FAA Rules and Regulations Part 107 of Title XIV*

ESTIMATED ANNUAL PAYROLL	EXPERIENCE MODIFIER	RETROSPECTIVE ALLOCATION POINT (RAP)	2023-24 ESTIMATED DEPOSIT PREMIUM
\$ 600,000	0.98	\$5,000	\$27,018

Retrospective Allocation Point (RAP)

Member agencies pay a deposit premium based on their estimated annual payroll. This deposit premium is used to pay the Member’s claims it sustains within the coverage period. For purposes of the retrospective premium adjustment, each member selects its own retrospective allocation point (RAP) level. This is the portion of each claim the Member is ultimately responsible for.

Retrospective Premium Adjustment

The first premium adjustment takes place approximately 5 years after the end of each coverage year. This process is called a Retrospective Premium Adjustment. The adjustment is determined by the following factors: actual payroll versus estimated payroll, losses within the member’s RAP level, a share of losses above the selected RAP level, a share of general and administrative costs, and a share of interest earned on the funds held. Once these factors have been calculated, the final premium is compared with the deposit premium to determine if a refund is due to the Member. Refunds are issued when the balance exceeds 70% of their current unmodified deposit premium. An annual statement is provided to each Member.

Cyber Liability Coverage Quotation



GROUP PURCHASE PROGRAM (Coalition Insurance Solutions, Inc.)

Aggregate Policy Limit **\$5,000,000**

INCLUDES:

Third Party Liability Coverage

Limit/Sub-Limit

A. Network and Information Security Liability	\$3,000,000	Per Member/Insured
B. Regulatory Defense and Penalties	\$3,000,000	Per Member/Insured
C. Multimedia Content Liability	\$3,000,000	Per Member/Insured
D. PCI Fines and Assessments	\$3,000,000	Per Member/Insured

First Party Coverage

E. Breach Response	\$3,000,000	Per Member/Insured
F. Crisis Management & Public Relations	\$3,000,000	Per Member/Insured
G. Cyber Extortion	\$3,000,000	Per Member/Insured
H. Business Interruption and Extra Expense*	\$3,000,000	Per Member/Insured
I. Digital Asset Restoration	\$3,000,000	Per Member/Insured
J. Funds Transfer Fraud	\$ 100,000	Per Member/Insured
(Subject to Aggregate)	\$ 250,000	Policy Aggregate

Other Coverages by Endorsement

Computer Replacement	\$3,000,000	Per Member/Insured
Service Fraud	\$ 100,000	Per Member/Insured
(Subject to Aggregate)	\$ 250,000	Policy Aggregate
Reputation Harm Loss	\$3,000,000	Per Member/Insured
Reputation Repair	\$3,000,000	Per Member/Insured

Retention schedule

Each Claim with TIV below \$10M:	\$ 50,000	Each incident claim or loss
Each Claim with TIV above \$10M:	\$ 100,000	Each incident claim or loss
Business Interruption	8 Hours	Waiting Period
Reputation Harm Loss	14 Days	Waiting Period

ESTIMATED ANNUAL PREMIUM (2023 – 2024).....\$769*

*Subject to insurance carrier's review of completed application and participation in JPIA Liability Program

Property Coverage Quotation



PROPERTY PROGRAM LIMIT \$500,000,000

PROGRAM SUB-LIMITS:

Accidental Mechanical Breakdown	\$ 100,000,000	
Extra Expense	\$ 50,000,000	
Off Premises Service Interruption	\$ 25,000,000	
Flood – Program Aggregate	\$ 25,000,000	
Zones A or V	\$ 10,000,000	
Earthquake – program aggregate	\$ 2,500,000	(higher limits available)
Employee Dishonesty – Crime	\$ 100,000	(higher limits available)

DESCRIPTION	INSURABLE VALUES	VALUATION BASIS	ANNUAL PREMIUM
Buildings, Fixed Equipment, Personal Property	\$ 16,093,618	Replacement	\$ 22,299
Business Interruption	\$ 0	Actual Loss Sustained	Coverage not selected.
Mobile Equipment	\$ 484,148	Replacement	\$ 1,505
Vehicles	Per schedule	Replacement	\$ 4,327
7/1/23 TO 7/1/24 TOTAL DEPOSIT PREMIUM			\$ 26,183

DEDUCTIBLES:

Buildings/Fixed Equipment/Contents	*\$2,500 per loss
Mobile Equipment Physical Damage	\$1,000 per loss
Auto Physical Damage.....	\$500 per loss
Accidental Mechanical Breakdown	
Turbine Units & associated Equipment,	
Electrical Generators, or Electrical Power Distribution.....	\$50,000
All other objects.....	\$25,000
Service Interruption.....	24 Hour Waiting Period
Earthquake.....	5%, subject to minimum \$75,000
Flood- All Zones.....	\$100,000

*Deductible Minimum for TIV's over \$10,000,000

Workers' Compensation & Employers Liability Coverage Quotation



WORKERS' COMPENSATION

Limit of Coverage Up to Statutory Limits

EMPLOYERS' LIABILITY

Bodily Injury by Accident \$ 4,000,000
 Bodily Injury by Disease - each employee \$ 4,000,000
 Bodily Injury by Disease - policy limit \$ 4,000,000

Class Code	Classification	Estimated Annual Payroll	Rate 7/1/2023	Estimated Annual Deposit
0251	Irrigation Drainage	\$ 369,250	.0655	\$ 24,186
8742	Salespersons / Meter Readers	\$ 145,000	.0094	\$ 1,363
8810	Clerical (Incl. Board of Directors)	\$ 85,750	.0077	\$ 660
Total		\$ 600,000		\$ 24,209

Economy of Size Discount – 7% \$ (1,835)

Discounted Premium \$ 24,375

Experience Modification Factor 0.99

Estimated 7/1/23-24 Deposit Premium \$ 24,131

Minimum Retrospective Attachment Point (RAP) - \$2,500

Deposit premium is payable on a quarterly reporting basis. No up-front deposit is required.

Premium Summary

Reclamation District 784



Program	Estimated Annual Premium	Estimated Annual Premium – 2 program participation	Estimated Annual Premium – 3 program participation
Liability Coverage	\$ 27,018	\$ 26,477	\$ 25,667
Cyber Liability Coverage	\$ 769	\$ 769	\$ 769
Property Coverage	\$ 27,433	\$ 26,884	\$ 26,061
Workers' Compensation Coverage	\$ 24,131	\$ 23,648	\$ 22,924
Total Estimated Premium	\$ 79,351	\$ 77,778	\$ 75,421

SUBJECTIVITIES:

1. Participation requires an initial three-year commitment;
2. Favorable risk assessment;
3. ACWA JPIA Executive Committee approval;
4. Rec 784 Board resolution to join JPIA programs;
5. Application to State Dept. of Industrial Relations for a Certification of Consent to Self Insure.

Proposal Valid until effective date of 7/1/2024



Contribution Indication

Policy Period: 2024-25
Coverage Dates: 7/1/2024-7/1/2025
Account No: RECDIS784

Customer Service
For Information on Your Account Visit:
www.mygsrma.org
GSRMA PO Box 706 Willows, CA 95988
Phone: 530-934-5633 Fax: 530-934-8133

Reclamation District No. 784

COVERAGES			CONTRIBUTION
Workers' Compensation	Estimated Payroll	\$621,573	\$47,567
General Liability	Estimated Payroll	\$621,573	\$51,352
Property	Total Insured Value	\$14,338,226	\$54,734
Auto Physical Damage	Total Insured Value	\$405,462	\$3,240
Mobile Equipment	Total Insured Value	\$646,935	\$3,639
Cyber Liability	Total Insured Value	\$14,338,226	\$6,025
Crime Bond	Exposure	13	\$222
TOTAL ESTIMATED ANNUAL CONTRIBUTION*			\$166,779
DIVIDENDS			ADJUSTMENTS
Workers' Compensation			Not Applicable
General Liability			Not Applicable
TOTAL CONTRIBUTION ADJUSTMENT			\$0.00
TOTAL ESTIMATED PAYMENT			\$166,779

*Total Contribution is an ESTIMATE ONLY and may not be equal to the final Contribution amount when coverage is bound. Finance charges apply when paying in installments.

NOT AN INVOICE. INDICATION DATED 4/8/2024 DOES NOT BIND COVERAGE.

CONTRIBUTION INDICATION VALID FOR 60 DAYS FROM INDICATION DATE.



Contribution Comparison

Policy Period: 2024-25
Coverage Dates: 7/1/2024-7/1/2025
Account No: RECDIS784

Customer Service
For Information on Your Account Visit:
www.mygsrma.org
GSRMA PO Box 706 Willows, CA 95988
Phone: 530-934-5633 Fax: 530-934-8133

Reclamation District No. 784

COVERAGE	CURRENT YEAR	PRIOR YEAR	DIFFERENCE	% CHANGE
Workers' Compensation	\$47,567	\$39,840	\$7,727	19.4%
<i>Estimated Payroll</i>	\$621,573	\$586,387	\$35,186	6%
<i>Effective Rate*</i>	\$7.65	6.79	\$0.86	12.7%
<i>Experience Ratio</i>	1.023	1.03	(0.01)	
General Liability	\$51,352	\$37,254	\$14,098	37.8%
<i>Estimated Payroll</i>	\$621,573	\$586,387	\$35,186	6%
<i>Effective Rate*</i>	\$8.26	6.35	\$1.91	30.1%
<i>Experience Ratio</i>	1.122	1.12	0.005	
Property	\$54,734	\$38,771	\$15,963	41.2%
<i>Total Insured Value</i>	\$14,338,226	\$13,224,892	\$1,113,334	8.4%
Auto Physical Damage	\$3,240	\$2,018	\$1,222	60.6%
<i>Total Insured Value</i>	\$405,462	\$303,078	\$102,384	33.8%
Mobile Equipment	\$3,639	\$2,197	\$1,442	65.6%
<i>Total Insured Value</i>	\$646,935	\$458,057	\$188,878	41.2%
Cyber Liability	\$6,025	\$3,235	\$2,790	86.2%
<i>Total Insured Value</i>	\$14,338,226	\$13,224,892	\$1,113,334	8.4%
Crime Bond	\$ 222	\$ 228	\$(6)	(2.6)%
<i># of Employees</i>	13	13	0	0%
TOTAL CONTRIBUTION **	\$166,779	\$123,543	\$43,236	35.0%

*Amounts are shown rounded to the nearest cents. Actual Effective Rate = Contribution / Payroll * 100

**Total Contribution is an ESTIMATE ONLY and may not be equal to the final Contribution amount when coverage is bound.

Indication dated 4/8/2024



Estimated Payroll

Policy Period: 2024-25
Coverage Dates: 7/1/2024-7/1/2025
Account No: RECDIS784

Customer Service
For Information on Your Account Visit:
www.mygsrma.org
GSRMA PO Box 706 Willows, CA 95988
Phone: 530-934-5633 Fax: 530-934-8133

Reclamation District No. 784

Estimated Payroll for 2024-25

CLASS CODE	DESCRIPTION	# FULL TIME EMPLOYEES	# PART TIME EMPLOYEES	ANNUAL REGULAR PAYROLL	ANNUAL OVERTIME PAYROLL
7520	Waterworks	0	0	\$0	\$0
7580	Sanitary or Sanitation Districts Operation	0	0	\$0	\$0
7706	Firefighters - not volunteers	0	0	\$0	\$0
7707	Firefighters - volunteers	0	0	\$0	\$0
7720	Police, Sheriffs, Constables, etc. - not volunteers	0	0	\$0	\$0
8601(1)	Engineers-Consulting	0	0	\$0	\$0
8810(1)	Clerical Office Employees	1	0	\$78,000	\$2,080
8810(4)	Libraries - public	0	0	\$0	\$0
9043	Hospitals	0	0	\$0	\$0
9410	Municipal, State, or Public Agency Employees	1	0	\$137,280	\$0
9420	Municipal, State, or Public Agency Emp - other	6	0	\$385,060	\$5,200
Other	Other	5	0	\$16,380	\$0
TOTAL		13	7,000	\$616,720	\$7,280
Total Regular and Overtime Payroll (OT included at 2/3)					\$621,573
Imputed Payroll* for Volunteer Firefighters (\$5,000 per volunteer)					\$0
TOTAL ESTIMATED PAYROLL					\$621,574

Firefighter Guidance

Imputed Payroll*: GSRMA primarily uses payroll to allocate costs for the risk pool across membership. For members with Fire, the number of calls is used to some extent as well. To calculate the contribution amount for Volunteer Firefighters, a payroll amount of \$5,000 per Volunteer is used.

Volunteer # Employees: If your Agency has volunteer firefighters (7707), report the number of "active" volunteers (i.e. individuals that attend trainings, regularly respond to calls, etc.). This amount should be a simple **estimated average number of volunteers** during the reporting period.

Volunteer Payroll: Additional pay to volunteers (7707) such as stipends for local activities, etc. **should not be** reported.

Strike Team Pay: Strike team pay **should be** reported for all non-volunteer fighters (7706) and volunteer firefighters (7707).

Trainees/Cadets: Trainees and cadets that may attend training and respond to incidents **should be** identified as volunteer firefighters (7707).



Disclosures/Disclaimers

Policy Period: 2024-2025
Coverage Dates: 7/1/2024-7/1/2025
Account No: RECDIS784

Customer Service
<i>For Information on Your Account Visit:</i>
www.mygsrma.org
GSRMA PO Box 706 Willows, CA 95988
Phone: 530-934-5633 Fax: 530-934-8133

This proposal for coverage is provided as a matter of convenience and information only. All information included in this proposal, including but not limited to personal and real property values, locations, operations, products, data, vehicle schedules, financial data and loss experience, is based on facts and representations supplied to Golden State Risk Management Authority by your agency. This proposal does not reflect any independent study or investigation by Golden State Risk Management Authority or its agents and employees.

Please be advised that this proposal is also expressly conditioned on there being no material change in the risk between the date of this proposal and the inception date of the proposed coverage (including the occurrence of any claim or notice of circumstances that may give rise to a claim under any policy which the policy being proposed is a renewal or replacement). In the event of such change of risk, GSRMA may, at its sole discretion, modify, or withdraw this proposal, whether or not this offer has already been accepted.

This proposal is not confirmation of coverage and does not add to, extend, amend, change, or alter any coverage in any actual policy of insurance your agency may have. All existing policy terms, conditions, exclusions, and limitations apply. For specific information regarding your coverage, please refer to the policy itself. Golden State Risk Management Authority will not be liable for any claims arising from or related to information included in or omitted from this proposal for coverage.

This proposal is valid for 60 days from the date of the Indication.

RESOLUTION NO. 2024-05-02

A RESOLUTION OF THE BOARD OF DIRECTORS OF
Reclamation District 784
CONSENTING TO ENTER THE JOINT PROTECTION
PROGRAMS OF THE ASSOCIATION OF CALIFORNIA
WATER AGENCIES/JOINT POWERS INSURANCE AUTHORITY

WHEREAS, pursuant to the provisions of Section 990, 990.4, 990.8, and 6500 of the Government Code, this District wishes to enter into an agreement with various other districts entitled "Joint Powers Agreement: Creating the Association of California Water Agencies/Joint Powers Insurance Authority" (the Authority), for the purpose of participating in the Joint Powers Insurance Authority created thereby, which since its formation has provided for and administered joint protection programs as more fully set forth in said agreement; and

WHEREAS, said joint protection programs offer significant advantages to this District in terms of cost, liability protection, property protection, workers' compensation protection, and services, and entering such programs, on the conditions hereinafter set forth, appears to be in the best interest of the District.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Reclamation District 784:

Section 1. That Reclamation District 784 hereby consents pursuant to the above-mentioned Joint Powers Agreement, and the resolutions and policies enacted in implementation of such Agreement, to enter said joint protection programs.

Section 2. That the District hereby elects to join the Liability, Property, and Workers' Compensation Programs sponsored by the Authority.

Section 3. That the District hereby selects \$5,000 as its Retrospective Allocation Point (RAP) for the first partial year of participation under the Authority's cost allocation formula for liability exclusive of Dam Failure Liability.

Section 4. That the District hereby selects \$2,500 as its Retrospective Allocation Point (RAP) for the first partial year of participation under the Authority's cost allocation formula for workers' compensation liabilities.

Section 5. That the Treasurer of this District is hereby authorized to pay to the ACWA/Joint Powers Insurance Authority its first deposit premium.

Section 6. That the Secretary of the Board of Directors of this District is directed to certify a copy of this resolution and to forward the same resolution, the signed Joint Powers Agreement, and the JPIA deposit premium payment promptly by mail to the Association of California Water Agencies/Joint Powers Insurance Authority, P.O. Box 619082, Roseville, California, 95661, at which time coverage will commence the First day of July, 20 24.

PASSED, APPROVED, AND ADOPTED this _____ day of _____, 20____ by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

ATTEST:

Secretary, Patrick Meagher

President, Sarbdeep Atwal

RESOLUTION NO.: 2024-05-03 DATED: _____

**A RESOLUTION AUTHORIZING APPLICATION
TO THE DIRECTOR OF INDUSTRIAL RELATIONS, STATE OF CALIFORNIA
FOR A CERTIFICATE OF CONSENT TO SELF-INSURE
WORKERS' COMPENSATION LIABILITIES**

At a meeting of the _____ Board of Trustees
(Enter Name of the Board)

of the Reclamation District 784
(Enter Name of Public Agency, District, Etc.)

a Special District organized and existing under the
(Enter Type of Agency, i.e., County, City, School District, etc.)

laws of the State of California, held on the _____ day of _____, 20____,

the following resolution was adopted:

RESOLVED, that the above named public agency is authorized and empowered to make application to the Director of Industrial Relations, State of California, for a Certificate of Consent to Self-Insure workers' compensation liabilities and representatives of Agency are authorized to execute any and all documents required for such application.

IN WITNESS WHEREOF: I HAVE SIGNED AND AFFIXED THE AGENCY SEAL.

X _____ DATE: _____
SIGNED: Board Secretary or Chair

Sarbdeep Atwal
Printed Name

Board President
Title

Reclamation District 784
Agency Name

Affix Seal Here



Office Manager Job Description

DEFINITION

Under direction of the General Manager; plans, directs, manages, and coordinates the activities and staff of the District office operations, which includes complex clerical, administrative support functions, accounting, word processing, data entry, answering the telephone and taking detailed messages; responding to emails, and serves as Deputy Secretary of the Board. Participates in the development/update of District policies; coordinates the development of the District's annual operating budget, compiles and prepares various accounting and financial reports; ensures the efficient and effective maintenance of District records and files; represents the District in contacts with the public, contractors, external auditors, financial institutions, and other governmental agencies.

DISTINGUISHING CHARACTERISTICS

Office Manager Under general direction within a framework of broad policies and general objectives, the Office Manager is responsible for planning, organizing, and managing District accounting operations, records management, and administrative support functions; the capability of relieving, when necessary, the General Manager or Field Superintendent of day-to-day office administrative and coordinative duties under general oversight; provide support with budget planning, personnel, or other tasks or special assignments as needed. There is significant latitude for discretion and independent judgement to achieve overall goals and objectives of areas of responsibility.

ESSENTIAL DUTIES

Plans, organizes, directs, and performs activities related to the management of the District's office operations, accounting, financial record keeping, and reporting, office supplies and office equipment inventory, employee payroll and benefits administration, general administrative support functions, and administration of Vector Solutions on-line training assignments to staff/trustees.

Typical duties include but are not limited to the following:

- Handles accounts payable, accounts receivable, annual audit preparation and coordination with District CPA; banking, payroll, retirement accounts/HSA account management, budgets & budget updates, assessment tracking payments, developer fee and reimbursement tracking, county warrants and deposits.

- Provides clerical office support for all District Staff and trustees, including filing, writing letters and memos; elections coordination and posting requirements; Board agenda, public noticing and website management; Board Meeting Minutes; Insurance Management including: Medical, Optical, Dental, Liability, Workman's Comp; manage filing requirements, and computer Systems/Software; manage the office and cellular telephone systems; maintain and operate the District website; notary services, coordination of contracts, MOUs, and deeds, manage office supplies inventory, and maintain regular office hours Mon – Fri 7:30am – 4:00pm.
- Contract Management and invoicing including compliance with DIR and Contract guidelines; entering and maintaining PWC Contracts, reviewing certified payrolls, maintaining impact fee tracking, MOUs, Assessment, and Permit payments.
- Manages Regulatory Compliance including annual Compensation Reports to the State Auditor, annual financial Audits to the State and County Auditor, mandated and elective training for Trustees, US Census reporting, state and federal taxes, payroll reports and contributions; miscellaneous renewal and Survey questionnaire's, providing State Controller, District Insurance Provider, and County of Yuba with proposed budgets; providing Conflict of Interest Code to Yuba County (Every Two Years or when change in Trustee's has occurred), ensure completion and maintaining of 700 forms, OSHA 300A reports, staff and trustee completion of Ethics, Anti-Harassment training or other training as needed.
- Assist General Manager and Field Superintendent with miscellaneous projects as assigned.

Working Conditions and Physical Requirements:

On a daily basis, the essential functions of this classification are performed in a controlled-temperature office environment and require the ability to interact well with others, including staff, consultants, contractors, and members of the public; work for extended periods of time in a seated position in front of a computer screen; using a keyboard and mouse for extended periods, work involving moving from one area of the office to another, stooping, bending, and reaching (both lateral and overhead); requires sufficient hand/eye coordination to perform skilled repetitive movements, (keyboarding, , ten-key, etc.); use of customary office equipment; ability to open and close the front main gate, and occasionally lift and/or carry items weighing up to 20 pounds. This position requires regular, consistent job attendance during a typical 40-hour work week.

Expectations:

- Anticipate and complete ongoing assignments.
- Independently research and respond to questions, inquiries or demands from the public, contractors, government agencies.
- Seek assistance only after having attempted to complete assignments Independently. .

DRAFT

RD784 Proposed Updated Pay Scale for Office Manager (Non-Exempt Position)

Classification	1st Year	2nd Year	3rd Year	4th Year	5th Year	COLA:
Office Manager	\$ 32.62	\$ 34.25	\$ 35.96	\$ 37.76	\$ 39.65	3.80%

2024 Comparisons:

	1st Year	Average
RD784 Administrative Assistant	\$ 28.83	\$ 32.62
OPUD District Clerk/Exec Assistant	\$ 29.88	
County of Yuba Administration and Accounting Supervisor	\$ 31.93	
RD 1000 Administration Services Manager (Natomas)	\$ 39.87	

DRAFT



U.S. BUREAU OF LABOR STATISTICS

Databases, Tables & Calculators by Subject

[Special Notices 12/05/2023](#)

Change Output Options:

From: 2014 ▼ To: 2024 ▼



include graphs include annual averages

[More Formatting Options](#) →

Data extracted on: April 23, 2024 (3:49:32 PM)

Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W)

12-Month Percent Change

Series Id: CWUR0400SA0

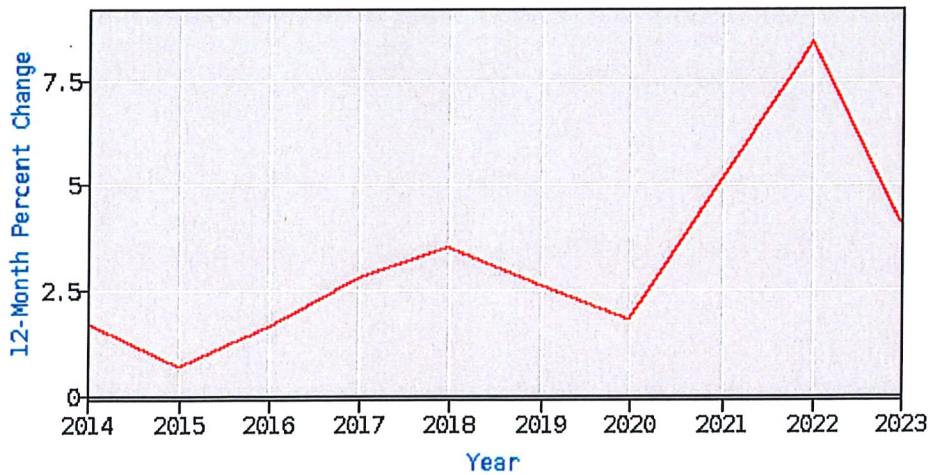
Not Seasonally Adjusted

Series Title: All items in West urban, urban wage earners and clerical workers, not seasonally adjusted

Area: West

Item: All items

Base Period: 1982-84=100



Download: [XLSX](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2014	1.6	1.1	1.4	1.7	2.2	2.2	2.2	2.0	1.9	1.8	1.3	0.8	1.7	1.7	1.7
2015	0.0	0.2	0.6	0.5	0.8	0.7	0.9	0.8	0.4	0.6	1.1	1.6	0.7	0.5	0.9
2016	2.6	1.9	1.1	1.5	1.0	1.2	0.9	1.1	1.7	2.1	2.2	2.3	1.6	1.6	1.7
2017	2.3	3.0	3.0	2.8	2.6	2.4	2.5	2.8	3.0	3.0	3.2	3.3	2.8	2.7	3.0
2018	3.3	3.2	3.3	3.5	3.7	3.9	3.9	3.8	3.5	3.7	3.5	3.1	3.5	3.5	3.6
2019	2.6	2.3	2.4	2.8	2.9	2.6	2.5	2.4	2.5	2.7	2.7	2.7	2.6	2.6	2.6
2020	2.9	3.1	2.5	1.2	0.6	1.1	1.7	2.2	1.9	1.3	1.5	1.7	1.8	1.9	1.7
2021	1.7	2.0	2.9	4.4	5.4	6.0	5.9	5.7	5.8	6.5	7.2	7.8	5.1	3.7	6.5

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2022	8.4	8.5	9.4	8.9	8.8	9.2	8.7	8.4	8.5	8.5	7.3	6.1	8.4	8.9	7.9
2023	6.2	5.9	4.7	4.5	4.1	3.1	3.1	3.7	3.9	3.1	3.1	3.6	4.1	4.7	3.4
2024	3.1	3.2	3.8												

U.S. BUREAU OF LABOR STATISTICS Postal Square Building 2 Massachusetts Avenue NE
Washington, DC 20212-0001

Telephone:1-202-691-5200_ Telecommunications Relay Service:7-1-1_ www.bls.gov [Contact Us](#)

RD784 Proposed Updated Pay Scales for Non-Exempt Field Employees

Classification	1st Year	2nd Year	3rd Year	4th Year	5th Year	COLA:
Field Worker I	\$ 20.53	\$ 21.56	\$ 22.63	\$ 23.77	\$ 24.95	3.80%
Field Worker II	\$ 21.56	\$ 22.63	\$ 23.77	\$ 24.95	\$ 26.20	3.80%
Field Worker III	\$ 22.63	\$ 23.77	\$ 24.95	\$ 26.20	\$ 27.51	3.80%

2024 Comparisons:

1st Year Average

OPUD Utility Worker	\$ 18.17	\$ 20.53
Levee District 1 Field Worker	\$ 18.50	
RD784 Field Worker I	\$ 18.50	
Yuba Co. PW Maint I	\$ 20.62	
American River Flood Cntl. Field Wkr. I	\$ 23.00	
RD 900 Field Worker (West Sac.)	\$ 24.43	

DRAFT

2023-2024 RD784 Budget Update	
REVENUE SOURCES	
RD784 Urban Levee & Internal Drainage Assessment	\$ 3,598,154.38
CSA 66 Drainage Special Tax	\$ 145,000.00
RD784 Horseshoe Levee Assessment	\$ -
DWR FMAP 2023-2024 (Estimated)	\$ 650,000.00
DWR Urban FMAP 2022-2023 Remaining Funds	\$ 642,843.55
DWR Rural FMAP 2022-2023 Remaining Funds	\$ 38,844.20
DWR Grant Boundary Adjustment - Rural	\$ 20,000.00
YWA /IRWM Pump Station Grant- Remaining Funds	\$ 147,013.20
Yuba County Olivehurst PS O&M Contract Services	\$ 15,000.00
Total Revenue	\$ 5,256,855.33
Total Budget	\$ 5,256,855.33
Deficit/Surplus	\$ -

Chart of Accounts	Direct Expenses Employee Salaries & Fringe		BUDGET	Actual Expenses	DIFFERENCE
1498 Payroll Clearing	Net Salary Employees & Board Members & (Payroll Processing Fee)		\$ 600,000.00	\$ 374,431.31	\$ 225,568.69
7020 Payroll Taxes	Payroll Taxes - All Inclusive		\$ 160,000.00	\$ 121,971.20	\$ 38,028.80
1555 Prepaid Expense	State Workers Compensation - PREPAID		\$ 39,840.00	\$ 39,840.00	\$ -
2070 Liab. Acct	Health & (HSA)		\$ 200,000.00	\$ 115,923.28	\$ 84,076.72
2080 Liab. Acct	Dental		\$ 13,000.00	\$ 8,605.48	\$ 4,394.52
2090 Liab. Acct	Vision		\$ 8,000.00	\$ 2,129.20	\$ 5,870.80
2060 Liab. Acct	Pension & Administrative Fees		\$ 75,000.00	\$ 40,266.34	\$ 34,733.66
	Benefit Contingency		\$ 20,000.00		\$ 20,000.00
	Direct Expenses Insurance				
1555 Prepaid Expense	Liability, Auto & Flood Insurance - PREPAID		\$ 73,800.00	\$ 73,800.00	\$ -
	Insurance Deductibles/Losses		\$ 7,500.00	\$ 2,706.25	\$ 4,793.75
	Professional Fees				
7084	FMAP 2023-2024 Urban		\$ 600,000.00	\$ 13,375.56	\$ 586,624.44
7085	FMAP 2023-2024 Rural		\$ 50,000.00	\$ 9,288.53	\$ 40,711.47
7091	FMAP 2022-2023 Remaining Urban Funds		\$ 642,843.55	\$ 642,843.55	\$ -
7092	FMAP 2022-2023 Remaining Rural Funds		\$ 38,844.20	\$ 38,844.20	\$ -
7087	YWA Grant Boundary Adjustment Rural		\$ 20,000.00	\$ -	\$ 20,000.00
7094	YWA/IRWM Pump Station Grant - Remaining Funds		\$ 147,013.30	\$ 52,856.53	\$ 94,156.77
7040	Accounting Fees		\$ 30,000.00	\$ 18,600.00	\$ 11,400.00
7050	Engineering Fees		\$ 260,000.00	\$ 131,529.80	\$ 128,470.20
7060	Legal Fees - Incl Cal Trans Legal Fees		\$ 100,000.00	\$ 46,465.04	\$ 53,534.96
7065	Assessment Consulting Fees - LWA		\$ 80,000.00	\$ 19,196.96	\$ 60,803.04
7233	Misc. Consulting Fees		\$ 10,000.00	\$ 9,927.31	\$ 72.69
7090	Telecommunications / Computer Software & Hardware		\$ 50,000.00	\$ 36,952.47	\$ 13,047.53
5210 Pump #	PG & E Utility Pumps		\$ 150,000.00	\$ 119,241.41	\$ 30,758.59
5215	PG & E Utility Shop & Office		\$ 10,000.00	\$ 5,427.60	\$ 4,572.40
(7220) (7221)	Garbage & Chemical Dump Service		\$ 5,000.00	\$ 3,233.47	\$ 1,766.53
(7150) (7145)	Office Supplies & Office Exp. Including Postage		\$ 4,000.00	\$ 3,450.87	\$ 549.13
(7230) (7225)	Safety Equipment /Safety Training		\$ 10,000.00	\$ 9,862.12	\$ 137.88
7110	Flood Fight Training		\$ 5,000.00	\$ 1,400.81	\$ 3,599.19
7195	Uniforms		\$ 5,000.00	\$ 3,499.80	\$ 1,500.20

5255 Job #	Security Patrol	\$	45,000.00	\$	24,778.00	\$	20,222.00
5473 Pump #	Sonitrol Security Monitoring	\$	27,000.00	\$	15,532.36	\$	11,467.64
7180	Water Service	\$	3,200.00	\$	3,319.33	\$	(119.33)
7160	Office Repairs	\$	5,000.00	\$	5,253.08	\$	(253.08)
7190	Legal Ads/Notices	\$	5,000.00	\$	2,360.39	\$	2,639.61
7235	Shop Labor	\$	20,000.00	\$	7,156.10	\$	12,843.90
7155	Newspaper Service	\$	200.00	\$	166.24	\$	33.76
6001 6002	Shop Materials, Supplies, Tools, & Misc. Expenses	\$	15,000.00	\$	5,347.36	\$	9,652.64
6003	Vehicle & Equipment Maintenance & Repairs	\$	50,000.00	\$	37,441.70	\$	12,558.30
	Vehicle & Equipment Fuel & Oil	\$	50,000.00	\$	35,010.36	\$	14,989.64
	Pump Station Maintenance and Repairs						
5270/Pump #	Annual Pump Maint. Contracts & Repairs & SCADA	\$	175,000.00	\$	115,442.99	\$	59,557.01
5272/Pump #	Additional Contract Labor - Leased Labor	\$	30,000.00	\$	5,888.80	\$	24,111.20
5271/Pump #	Pump Fuel and Oil	\$	15,000.00	\$	10,457.66	\$	4,542.34
(5273/Job) (5274/Job)	Materials and Supplies & Equipment Rental	\$	15,000.00	\$	4,430.59	\$	10,569.41
5280/Pump #	Chemicals	\$	1,500.00	\$	181.86	\$	1,318.14
5281/Pump #	Pump Station Capital Replacement Fund	\$	94,000.00	\$	-	\$	94,000.00
5282/Pump #	Rental - Back Up Generator	\$	40,000.00	\$	28,127.52	\$	11,872.48
	Urban Levee Maintenance and Repair						
5410/Job	Contract Services-Goats	\$	110,000.00	\$	93,175.00	\$	16,825.00
5405/Job	County Trapper - Urban	\$	1,500.00	\$	1,500.00	\$	-
(5251/Job) (5470/Job)	Outside Labor Contract - Leased Labor/CDF Labor	\$	60,000.00	\$	47,917.46	\$	12,082.54
(5250/Job) (5426/Job)	Contract Maint. Services / Emerg. Rep./Garbage Runs	\$	44,000.00	\$	4,423.50	\$	39,576.50
5253/Job	Contract Services- Material & Hauling	\$	150,000.00	\$	6,626.61	\$	143,373.39
5420/Job	Piezometer & Inclinator Monitoring - MHM	\$	10,000.00	\$	10,000.00	\$	-
(5254) (5256)	Materials and Supplies & Equipment Rental	\$	70,000.00	\$	38,796.25	\$	31,203.75
5435/Job	Contract Welding Services & Fencing Repairs	\$	15,000.00	\$	2,657.50	\$	12,342.50
5425/Job	Barriers	\$	10,000.00	\$	-	\$	10,000.00
5460	Contract Relief Well Services	\$	55,000.00	\$	-	\$	55,000.00
6020	Equipment Purchases (Including Vehicles)	\$	110,000.00	\$	90,065.70	\$	19,934.30
7111	Flood Fight Equipment & Storage	\$	16,500.00	\$	-	\$	16,500.00
5291/Job	Chemical - Weed and Rodents & Grout	\$	10,000.00	\$	977.64	\$	9,022.36
5472/Job	Hazmat Response	\$	20,000.00	\$	-	\$	20,000.00
	Rural Levee Maintenance and Repair						
5410/Job	Goats & Sheep Contract (Expenses Included in FMAP Funds)	\$	-	\$	-	\$	-
5406/Job	County Trapper - RURAL	\$	1,500.00	\$	1,500.00	\$	-
(5261/Job) (5470/Job)	Outside Labor - Leased Labor / CDF Labor (Expenses Included in FMAP Funds)	\$	-	\$	-	\$	-
(5260/Job) (5266/Job)	Contract Maint. Services - Emerg. Rep./Garbage Runs	\$	-	\$	-	\$	-
(5262/Job) (5263/Job)	Materials and Supplies & Equip. Rental (Expenses Included in FMAP Funds)	\$	-	\$	-	\$	-
5264/Job	Chemicals - Weeds & Rodents & Grout (Expenses Included in FMAP Funds)	\$	-	\$	-	\$	-
	Hazmat Response	\$	-	\$	-	\$	-
	Ditches & Canals Maintenance & Repairs						
5410/Job	Goats & Sheep Contract	\$	63,700.00	\$	79,368.50	\$	(15,668.50)
(5481)(5470)(5265) All/J	Outside Labor Contract - Leased Labor / CDF and Supplies	\$	25,000.00	\$	39,428.24	\$	(14,428.24)
(5480/Job) (5484/Job)	Contract Maint. Services & Emerg.Rep./Garbage Runs	\$	7,000.00	\$	3,028.76	\$	3,971.24
(5483/Job) (5482/Job)	Materials and Supplies & Equipment Rental	\$	15,000.00	\$	19,582.27	\$	(4,582.27)
5485/Job	Concrete Lined Ditch Replacement	\$	50,000.00	\$	-	\$	50,000.00
5275/Job	Chemicals-Weeds & Rodents & Grout	\$	5,000.00	\$	2,574.15	\$	2,425.85

5487/Job	Ditches & Canals Capital Replacement Fund	\$	20,000.00	\$	-	\$	20,000.00
	District Support						
7120	Chemical Training	\$	2,000.00	\$	400.00	\$	1,600.00
7100	Training Seminars	\$	37,000.00	\$	1,503.10	\$	35,496.90
7130	Trustee Expenses/Gen Election Costs	\$	20,000.00	\$	-	\$	20,000.00
(7061-Gen) (5061/Job)	Licenses & Permits	\$	10,000.00	\$	6,226.39	\$	3,773.61
7140	Emp Screening and Drug Testing/Physicals	\$	2,000.00	\$	701.00	\$	1,299.00
7999	Misc. Reimb. & Expenses - Mileage, Meals & Emp App.	\$	5,414.28	\$	3,618.37	\$	1,795.91
7200	Membership Dues & Assc.	\$	25,000.00	\$	21,377.63	\$	3,622.37
5510	Building/Shop Replacement	\$	24,000.00	\$	-	\$	24,000.00
	Overhead Contingency	\$	6,500.00	\$	-	\$	6,500.00
7240	TRIA Allocations	\$	250,000.00	\$	120,164.54	\$	129,835.46
	TOTAL		\$5,256,855.33		\$2,842,176.04		\$ 2,414,679.29

Maintenance and Projects CompletedUnit 1

1. Vegetation abatement around gate structures.
2. Grout squirrel holes L/S – L/M 1.20-1.60.
3. Mow L/S Flat L/M 1.33-1.70.
4. Mow levee crown and ramps.
5. Spray levee crown and ramps L/M 0.00-2.00.
6. Paint graffiti on blocks.
7. Debris removal.

Unit 2A

1. Vegetation abatement around gate structures.
2. Mow levee crown, ramps, and L/S service road.
3. Spray levee crown and ramps.
4. Vegetation abatement along L/S block line L/M 0.00-1.00.
5. Grout squirrel holes L/S-L/M 2.50- 3.50.

Unit 2B

1. Pump Station # 2 backup generators exercised 4/1, 4/15 & 4/29.
2. Vegetation abatement around gate structures.
3. Trim back brush W/S - L/M 11.40 -11.75 (CDF).
4. Mow levee crown and ramps.
5. Repaint gates & pipe fence L/M 9.00 & 9.25.
6. Remove fallen tree W/S-L/M 11.50
7. Grout squirrel holes L/S-L/M 10.00-10.50.

Unit 3A

1. Pump Station #6 Backup generators exercised on 4/1, 4/15 & 4.29.
2. Vegetation abatement around gate structures.
3. Vegetation Abatement along pump station 6 service road.
4. Smoke squirrel holes L/S-L/M 2.90-3.00.
5. Remove Elderberry shoots L/S-L/M 2.60.
6. Mow L/S flat L/M 2.78-3.21.

Unit 4

1. Vegetation abatement around gate structures.
2. Mow Crown, ramps, and L/S service road.
3. Erosion repair W/S L/M 6.00
4. Spray L/S slope L/M 0.50-2.50.
5. Vegetation abatement L/S slope L/M 5.93-6.34.

Units 3B/ 5 / 6 (Horseshoe Levee)

1. Checked waterside flap gates weekly.
2. Remove fallen tree Unit 3a W/S -L/M 4.00.
3. Trim low hanging branches 3.23-4.73

Unit 7

1. Vegetation abatement around gate structures.
2. Mow levee crown and ramps L/M 0.00-3.91.
3. Spray levee crown and ramps L/M 0.00-3.50.
4. Vegetation abatement L/S -L/M 0.25-0.75

Unit 8

1. Monitor sink hole L/S service road L/M 1.75

Unit 9

1. Pump Station #3 Backup generator exercised on 4/1, 4/15 & 4.29.
2. Vegetation abatement along pipe fence L/M 5.70-5.76.
3. Mow levee crown and ramps.
4. Fill potholes with AB gravel L/M 0.00-4.00.
5. Grout Squirrel Holes L/S L/M 4.00-4.20.

Goldfields 200-year Levee

1. Vegetation abatement around gate structures.
2. Spray levee crown and ramps L/M 1.00-2.60.
3. Vegetation abatement around West Pond service road.
4. Debris removal.

Drainage Laterals and Detention Basins.

1. Vegetation abatement lateral 8
2. Vegetation abatement lateral 9.
3. Vegetation abatement lateral 13 S.
4. Vegetation abatement lateral 14.
5. Vegetation abatement lateral 15 S.
6. Vegetation abatement lateral 15 N (Bingham Canal).
7. Vegetation abatement Cal-Trans Basin.
8. Vegetation abatement Ella Basin block line
9. Vegetation abatement Wheeler Basin.
10. Mow Chestnut basin.
11. Monitor pond 16 & 20 for beaver activity.
12. Spray Chestnut basin service road.

Shop, Office, Fleet Vehicles, and Equipment

1. The shop generator was exercised on 4/1, 4/15 & 4/29.
2. Vegetation abatement around shop yard.
3. Clean and exercise equipment weekly.
4. Replace tires in the Carson dump trailer (Les Schwab).
5. Annual Service on New Holland Tractors & John Deere Backhoe.

Safety / Training

1. Administered weekly safety meetings: Slips, Trips and Falls, Distracted Driving, Arc Flash. SDS training: Aero Dyne-Amic, Agri-Dex.
2. Equipment training for new employees (Backhoe & Tractor).

Miscellaneous

1. Regularly checked for damage or issues around the District including all RD784 Pump Stations, Olivehurst Pump Station, and Yuba College Flood Fight Coalition supplies storage site.
2. Vegetation abatement pump station 1 service road.
3. Replace No Trespassing signs at pump stations.

Administrative Assistant Monthly Report

May 7, 2024

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 Veronica Ludwig@ 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. Receiving Assessment Payments.
11. Preparing for the 2022-2023 Audit – Gathering & Researching Documents – Tiffany Shacklett & Jennifer Jensen.

Clerical/Office:

1. Impact Fees & Plan Check Fees
 - A. 1275 North Beale Road – Surf Thru, Inc.
 - B. 2299 River Oaks Blvd. – Caleb Huskiens, @ Petrovich Development
2. Permit Clearance Request Sign Offs
 - A. KB Homes – Cobblestone Phase 5&7
 - B. Lennar – Rio Del Oro 17-19
 - C. Cresleigh Homes – Woodside Village 3A
 - D. 5676 North Gledhill -Javier Rios Farias
3. Cal-Trans Delinquent Assessments – Tracking & Billing.

Human Resources:

1. Insurance – ACWA Meeting with Nidia Watkins
2. YWA Meeting with Terri Daley
3. Termination Paperwork for Field Crew Member

Contract Management:

1. 2023 FMAP Grant – Received Reimbursement - \$734,000.00
2. YWA/DWR IRWMP Grant – Submitted Final Billing on 4/10/2024
3. YWA Boundary Grant - Grant Extended
4. TRLIA Goldfields – Maintenance Billing - On-Going
5. Olivehurst Pump Station – Maintenance Billing – On-Going
6. Chestnut Pond Watershed Improvements – Billing – On-Going
7. FSRP Grant – Executed 10/26/2023.
8. 2024 FMAP Grant – On-Going
9. YWA Grant – Pump Station 10 River Outfall – On-Going
10. YWA Grant Levee Storm Drain Replacement Unit 5 – On-Going

Regulatory Compliance:

1. Managing PWC 100 Projects online with Department of Industrial Relations – On-Going

Contacts:

Veronica Ludwig @ Yuba County – YCDS, Mark Fowler @ Atteberry Searle, Aaron @ Paychex, Jesse Barton @ Gallery & Barton, Jolie Turk @ YC Treasurer, Patrick Soper @ LWA, Joseph Nyguen @

LWA, George and Jonathan @ Alliant Networking, Jennifer Jensen @ Jensen Smith, Tiffany Shacklett @ HMS, Kyle Close – Permit Runner, Veronica Cobian – ACWA, Veronica Gonzalez – KB Homes, Nidia Watkins @ ACWA JPIA, and Ryan Brannon @ GSRMA.

Administration:

1. Meetings: 04/02/2024 RD784 Board meeting, 04/08 FR RFMP Steering Committee Meeting, 04/11 PG&E Gas Casing Removal Pre-Con meeting, 04/16 Bee Operator Discussion with Landowners and Yuba County Weights and Measures, 04/17 YWA Grant Policy update meeting, 04/18 Insurance Discussion with YWA AGM, 04/19 YWA/UC CITRUS Site Visit, 04/25 PG&E/ATT Pole Relocation Meeting (Riverside Drive/Garden Ave.) - CVFPB Case #15573, 04/30 YWA POD Committee, and Rotary.
2. YWA grant application submitted on 3/14 - Cenedella Bend Erosion Site Risk Analysis Study
3. YWA grant application submitted on 3/14 – Pump Rehabilitations (Pump Stations 7 and 9)
4. Liability and Workman's Comp Insurance applications.
5. Plan Reviews/Impact Fee Program:
 - A. TRLIA Climate Resiliency Levee Designs (65% - 90% Design Package)
 - B. County Application Routing – Early Consultation request for Tentative Parcel Map subdivide at 5837 Grove Avenue, Linda.
 - C. New Residence – 5676 North Gledhill Avenue.
 - D. Trull RV & Boat Storage – 4131 Hazel St. – After 5th review, owner's calculations for proposed retention pond now meet RD784 standards. The owner has been directed to begin the county grading permit application process. RD784 will require a final review after the county review is complete.

Projects:

1. Yuba College Flood Fight Materials Staging MOU.
2. Pump Station 10 outfall – *In design stages*
3. Horseshoe Levee pipe replacements – *In design stages*
4. Urban levee boundary adjustments: Resolutions 2024-01 and 2024-02 were adopted at the April 3, 2024 LAFCO Public Hearing amending the District's Sphere of Influence and Annexing approximately 740 acres into the District.
5. Relief Well #11 repairs in Unit 8: - In plan review stages with the CVFPB.
6. USACE Utility encroachment correction coordination continues.

Regulatory Compliance:

1. Week Safety Meetings.
2. Brown Act, Best Board Practices and Fair Political Practices Commission Training completed. (*Sponsored by YWA on 03/27*)
3. Monthly spray use report submitted to County.

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: April 2, 2024 **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.	10:03am	10:44am	41 Min.

1. Call to Order

A. Roll Call: Board President – Sarbdeep Atwal- Present, Trustee - Joe Danna - Absent, 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, 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 (Atwal, Read, B. Hastey, and J. Hastey), 0 Nays, 1 Absent (Danna), 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 (Atwal, Read, B. Hastey, and J. Hastey), 0 Nays, 1 Absent (Danna), and 0 Abstain.**

6. Board to Consider Authorizing the G.M. to Donate the District’s Portable Light Tower for use at the 2024 Plumas Lake Community Block Party Event –
 Brent Hastey moved to approve the donation of the District’s Portable Light Tower for the use at the 2024 Plumas Lake Community Block Party event Jared Hastey seconded the motion. Motion Carried. **Vote: 4 Ayes (Atwal, Read, B. Hastey, and J. Hastey), 0 Nays, 1 Absent (Danna), and 0 Abstain.**

Persons Attending

1. Sarbdeep Atwal – RD784 President of the Board

2. David Read – RD784 Vice-President of the Board
3. Jared Hastey – RD784 Board Trustee
4. Brent Hastey – RD784 Board Trustee
5. Patrick Meagher – RD784 Secretary of the Board
6. Kimberly Ford – RD784 Deputy Secretary of the Board
7. Tina Moore – RD784 Field Superintendent
8. Sean Minard – RD784 Engineer
9. Jesse Barton – RD784 Attorney
<i>Items for Discussion and Possible Actions:</i>
<p>7. Board to Consider Approving an Amended RD784 Drug-Free Awareness Program – Staff worked with the Eyres Law Group (affiliated with GSRMA) on program updates. Changes include an updated Work Place Drug and Alcohol Policy, which is reflective of new cannabis laws, and the addition of a Reasonable Suspicion Policy. Brent Hastey moved to approve the Amended Drug-Free Awareness Program. Jared Hastey seconded the motion. Motion Carried. Vote: 4 Ayes (Atwal, Read, B. Hastey, and J. Hastey), 0 Nays, 1 Absent (Danna), and 0 Abstain.</p>
<p>8. Board to Consider Adopting Resolution 2024-04-01 for Accepting Two 40’ Wide Easement Areas Over Lot B Remainder Area of Wheeler Ranch Phase II from JAS Land Fund 2, LLC and Authorize the G.M. to Sign the Final Map – In-between Wheeler Ranch Phases I and II, there is a 4.60 acre strip of land (“Lot B”) on the final map that will be dedicated to the County of Yuba. In order to maintain the District’s drainage function across this strip of land, the District requires two 40’ wide easements (approximately 0.11 acres total). The two easements are necessary to provide District access on, over, across, and underneath Lot B. Brent Hastey moved to approve Resolution 2024-04-01 and to authorize the GM to sign the final map. Jared Hastey seconded the motion. Motion Carried. Vote: 4 Ayes (Atwal, Read, B. Hastey, and J. Hastey), 0 Nays, 1 Absent (Danna), and 0 Abstain.</p>
<p>9. Board to Consider Adopting Resolution 2024-04-02 For Accepting a 0.88 Acre Drainage Easement Located in the Arboga Colony from J&D Hastey Revocable Trust – The area includes a 0.88-acre strip of land located along the west side of Arboga Rd. in-between Plumas Arboga Rd. and Broadway St., which is over part of the District’s existing drainage lateral system. The county conditions of approval for a commercial development project at this site require the dedication of a drainage easement to the District. The easement is necessary to allow District access for O&M. Trustee Jared Hastey recused himself from the meeting before this item was considered. David Read moved to approve Resolution 2024-04-02. Brent Hastey seconded the motion. Motion Carried. Vote: 3 Ayes (Atwal, Read, and B. Hastey), 0 Nays, 1 Absent (Danna), and 0 Abstain.</p>
<p>10. Board to Consider Approving Updated Coat’s Trucking, Inc. Material Rates – A 3-year trucking agreement between RD784 and Coat’s Trucking, Inc. was executed on March 17, 2023 which includes hourly trucking rates and material costs. Contract provision #5 in the current agreement allows the District to consider annual hourly rate and material cost changes if requested by the contractor. Coats Trucking is requesting a contract amendment to allow material rate increases only, while leaving hourly trucking rates the same. The current rate for ¾” Road Base is 14.08/Ton. The new rate will be</p>

15.70/Ton. The current rate for Sand is 15.54/Ton. The new rate will be 17.16/Ton. Brent Hastey moved to approve the increases. Jared Hastey seconded the motion. Motion Carried. **Vote: 4 Ayes (Atwal, Read, B. Hastey, and J. Hastey), 0 Nays, 1 Absent (Danna), and 0 Abstain.**

11. Board to Receive Information on Letters of Support Provided to YWA –
Staff received a request to provide letters in support of Yuba Water Agency’s efforts to secure Congressionally Directed Spending for the updates for the New Bullards Bar and Oroville Dams Water Control Manual updates. To meet YWA timeline needs, and with the consent of Board Chair Atwal, staff provided separate letters of support for each member of the Yuba County Congressional Delegation.

12. Board to Receive an Update on Insurance Applications for Liability, Workman’s Comp, Property, and Cyber Liability –
Staff provided an update on application progress. All estimates are expected by sometime in April and a decision on a provider for the start of the next FY will need to be made by the May Board meeting.

13. Board to Receive the Monthly Budget Snapshot –
The Board received the monthly budget snapshot through March 31, 2024.

14. Field Manager’s Report:

Field Manager’s Report
April 2, 2024

Maintenance and Projects Completed

Unit 1

1. Vegetation abatement around gate structures.
2. Vegetation abatement around blocks L/M 1.85-2.00
3. Remove encampment levee crown L/M 1.74.
4. Placed no camping sign L/M 1.74.
5. Paint graffiti on blocks.
6. Debris removal.

Unit 2A

1. Vegetation abatement around gate structures.
2. Fill potholes with AB gravel L/M 1.50-2.50.
3. Repair Ruts on W/S slope L/m 2.40.
4. Trim low hanging branches & push back brush W/S-L/M 1.10-1.80.
5. Refill squirrel bait in bait station L/M 2.50.
6. Grout squirrel holes L/S-L/M 2.50- 3.50.
7. Debris Removal.

Unit 2B

1. Pump Station # 2 backup generators exercised 3/4 & 3/18.
2. Vegetation abatement around gate structures.
3. Spray pump station 2.

4. Repaint gates & pipe fence L/M 9.00 & 9.25.
5. Remove fallen tree W/S-L/M 11.50
6. Place No Parking Sign L/S-L/M 9.00

Unit 3A

1. Pump Station #6 Backup generators exercised on 3/4 & 3/18.
2. Spray pump station 6.
3. Vegetation abatement around gate structures.
4. Vegetation Abatement along rod iron fence.

Unit 4

1. Vegetation abatement around gate structures.
2. Spray crown, ramps & service road L/M 0.00-5.93.
3. Remove sucker trees L/M 0.00-1.50.
4. Place No Motor Vehicle Sign L/S-L/M 4.00

Units 3B/ 5 / 6 (Horseshoe Levee)

1. Checked waterside flap gates weekly.
2. Unit 5 L/M 2.43 clear beaver debris from trash rack.
3. Remove fallen tree Unit 3a W/S -L/M 4.00
4. Spray crown and ramps (all units).

Unit 7

1. Vegetation abatement around gate structures.
2. Debris removal
3. Vegetation abatement L/S -L/M 0.25-0.75

Unit 8

1. Fill potholes with AB gravel L/M 0.00-1.75
2. Monitor sink hole L/S service road L/M 1.75

Unit 9

1. Pump Station #3 Backup generator exercised on 3/4 & 3/18.
2. Fill potholes with AB gravel L/M 0.00-4.00.
3. Refill squirrel bait in bait station L/M 4.10.

Goldfields 200-year Levee

1. Vegetation abatement around gate structures.
2. Vegetation abatement around West Pond service road.
3. Debris removal.

Drainage Laterals and Detention Basins.

1. Vegetation abatement lateral 5.

2. Vegetation abatement lateral 8
3. Vegetation abatement lateral 9 top henge.
4. Vegetation abatement lateral 15 S. (CDF)
5. Vegetation abatement lateral 15 N
6. Vegetation abatement lateral 16 service road
7. Vegetation abatement pond 18 service road.
8. Vegetation abatement Cal-Trans Basin.
9. Vegetation abatement Ella Basin block line
10. Vegetation abatement Wheeler Basin service road
11. Remove Sucker trees pond 20.
12. Remove sucker trees Chestnut Basin (CDF).
13. Monitor pond 16 & 20 for beaver activity.
14. Monitor manholes at pond 20.
15. Monitor and clear debris from culverts and trash racks.
16. Debris removal lateral 14.
17. Spray Ella basin south service road.
18. Spray Chestnut basin service road.
19. Repainted bollards pond 16.
20. New layer AB gravel pond 16 service road (Coats Trucking).

Shop, Office, Fleet Vehicles, and Equipment

1. The shop generator was exercised on 3/4 & 3/18.
2. Clean and exercise equipment weekly.
3. Vehicle maintenance 2016 spray, 2017 service & 2023 service trucks.
4. Equipment maintenance on the 2016 & 2017 Honda spray motors.
5. Annual Service on New Holland Tractors & John Deere Backhoe.

Safety / Training

1. Administered weekly safety meetings: Poisonous Snakes, Billy Goat Brush Cutter, RD784 Hazard Communication Program & Arc Flash Awareness. SDS Safety training on Pesticide: Urea, Induce, Round up Custom & Ranger Pro.
2. New employee Respirator Fit Test.
3. Equipment training for new employees (Backhoe & Tractor).

Miscellaneous

1. Regularly checked for damage or issues around the District including all RD784 Pump Stations, Olivehurst Pump Station, and Yuba College Flood Fight Coalition supplies storage site.
2. Daily storm maintenance when weather is forecasted.
3. Refurbished spray booms (PBM).
4. Replace Danger No Trespassing Signs at pump stations.

5. Replenish stockpile sandbags at shop.

15. Administrative Assistant's Report:

Administrative Assistant Monthly Report April 2, 2024

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. Receiving Assessment Payments.
11. Preparing for the 2022-2023 Audit – Gathering & Researching Documents – Tiffany Shacklett & Jennifer Jensen.

Clerical/Office:

1. Impact Fees & Plan Check Fees
 - A. 1275 North Beale Road – Surf Thru, Inc.
 - B. 2299 River Oaks Blvd. – Petrovich Development
2. Permit Clearance Request Sign Offs
 - A. KB Homes – Cobblestone Phase 5&7
 - B. Lennar – Rio Del Oro 17-19
3. Encroachment Permits
 - A. JAS Land Fund – Wheeler Ranch Phase II
4. Cal-Trans Delinquent Assessments – Tracking & Billing
5. Research – 1st American Title – 2315 River Oaks Blvd. – Obligations & Impact Fees
6. Linda Fire Land Lease – New Contract & Increase in Rent.
7. PGE Gas Line Repairs

Human Resources:

1. Insurance – ACWA, GSRMA, and SDRMA Applications – On-going
2. GSRMA RMAP Program Application – Submitted on 2/23/2024
3. Health Equity - New HSA Company Set-up for Employees and managing portal.
4. Zoom Meeting – State of California March 11, 2024

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

6. Chestnut Pond Watershed Improvements – Billing – On-Going
7. FSRP Grant – Executed 10/26/2023.
8. 2024 FMAP Grant – On-Going
9. YWA Grant – Pump Station 10 River Outfall – On-Going
10. YWA Grant Levee Storm Drain Replacement Unit 5 – On-Going
11. Linda Fire Land Lease – New Contract & increase in rent.

Regulatory Compliance:

1. Managing PWC 100 Projects online with Department of Industrial Relations – On-Going
2. State Controller’s Office - Government Compensation Report – Submitted 3/22/2024

Contacts:

Gracey Copelin @ Yuba County – YCDS, Mark Fowler @ Atteberry Searle, Aaron @ Paychex, Jesse Barton @ Gallery & Barton, Jolie Turk @ YC Treasurer, Patrick Soper @ LWA, Joseph Nyguen @ LWA, Lesley Kaufman @ 1st American Title Company, George and Jonathan @ Alliant Networking, Jennifer Jensen @ Jensen Smith, Tiffany Shacklett @ HMS, Kyle Close – Permit Runner, Veronica Cobian – ACWA, Veronica Gonzalez – KB Homes, Nidia Watkins @ ACWA JPIA, Wendy Tucker @ SDRMA, and Ryan Brannon @ GSRMA.

16. General Manager’s Report:

General Manager’s Report
 April 2, 2024

Administration:

1. Meetings: 03/05 RD784 Board Meeting, 03/11 TRLIA Feather Setback Conservation Area Cleanup Discussion, 03/21 FR RFMP Steering Committee, 3/19 CVFPB Coordinating Committee, 03/20 CCVFCA meeting, and Rotary.
2. Approved employee time off requests and task scheduling.
3. YWA grant application submitted on 3/14 - Cenedella Bend Erosion Site Risk Analysis Study
4. YWA grant application submitted on 3/14 – Pump Rehabilitations (Pump Stations 7 and 9)
5. Liability and Workman’s Comp Insurance applications.
6. Plan Reviews/Impact Fee Program:
 - A. Application Routing – Early Consultation – Solar & Battery Storage Facility at APN-014-350-068.
 - B. Trull RV & Boat Storage – 4131 Hazel St. – Meeting was held with the owner at MHM on 02/21/24 to discuss next steps to complete retention basin plans.
 - C. Drainage easement dedication - Lateral 15 at Arboga Colony.

Projects:

1. Pump Station 10 outfall – *In design stages*

2. Horseshoe Levee pipe replacements – NOE’s filed, *In design stages*
3. Urban levee boundary adjustments – MHM/Yuba LAFCO – LAFCO Public Hearing slated for April 3, 2024.
4. Relief Well #11 repairs in Unit 8.
5. USACE Utility encroachment correction coordination continues.

Regulatory Compliance:

1. Week Safety Meetings.
2. Monthly spray use report submitted to County.

17. Board Reports:

None to Report

18. Meeting Adjourned:

The meeting was adjourned at 10:44am

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.

Sarbdeep Atwal, President

Kimberly Ford, Deputy Board Secretary