

SPECIAL BOARD MEETING MINUTES			RECLAMATION DISTRICT 784		
1594 Broadway Street					
Arboga, CA 95961-8821					
Meeting Description: Reclamation District No. 784 Board of Trustee's Special Board Meeting Due to COVID-19 Pandemic this Meeting was held Via Teleconference					
Date: July 7, 2021 Time: 10:00am Location: Reclamation District 784 Office					
Scheduled Time			Actual Time		
Start	Stop	Total Hours	Start	Stop	Total Hours
10:00am	12:30pm	2.5 Hrs.	10:06am	11:55am	1HR 49 Min
1. Call to Order					
A. Roll Call: Board President - Rick Brown - Present, Trustee - Joe Danna - Present, Board Vice-President - David Read - Present, Trustee - Sarbdeep Atwal - Present, Trustee - Jared Hastey - 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 - Late Arrival.					
2. Closed Session:					
A. None					
3. Open Session:					
4. Public Communication: Any person may speak on any topic provided it is within the jurisdiction of the Reclamation District 784. If a person wishes to speak on any agenda item in particular, that person may speak now, or if that person wishes to withhold comment until Board consideration of the item, please inform the Board at this time what agenda item the speaker wishes to address and the Board will solicit additional comment when that agenda item is called. The time allotted for receiving public comment will be limited to no more than five minutes per each individual or group.					
Consent Items:					
5. Approve Board Meeting Minutes – Sarbdeep Atwal moved to approve the Board Meeting Minutes. Joe Danna seconded the motion. Motion Carried. Vote: 4 Ayes (Brown, Read, Atwal, and Danna), 0 Nays, 1 Absent (Hastey), and 0 Abstain.					
6. Approve Checks and Warrants – Sarbdeep Atwal moved to approve the Board Meeting Minutes. Joe Danna seconded the motion. Motion Carried. Vote: 4 Ayes (Brown, Read, Atwal, and Danna), 0 Nays, 1 Absent (Hastey), and 0 Abstain.					
Persons Attending					
1. Rick Brown – RD784 Board President					
2. David Read – RD784 Board Vice-President					
3. Joe Danna – RD784 Board Trustee					
4. Sarbdeep Atwal – RD784 Board Trustee					

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. Jennifer Jensen – Jensen and Smith
11. David Gibb - Landowner
12. Benjamin Taggart - DNLC
13. Stuart Hanson - Landowner
<i>Items for Discussion and Possible Actions:</i>
<p>7. Board to Receive an Informational Presentation on the RD784 FY 2019-2020 Audit –</p> <p>Jennifer Jensen at Jensen & Smith Certified Public Accountants gave a presentation on the RD784 FY 2019-2020 Audit.</p>
<p>8. Board to Review DWR Estimated Cost to Prepare a Statement of Necessary Work to Establish a State Maintenance Area for the Rural Horseshoe Levee and either Approve or Reject the Estimate –</p> <p>Background: Resolution 2019-09-01 was adopted at the September 11, 2019, RD784 Special Board Meeting to resolve that the District no longer desires to operate and maintain the rural levees (Units 3b, 5, and 6) also known as the “Horseshoe Levee.” On June 14, 2021, a letter was received from DWR (Dated 6/8) that included the estimated cost to prepare a statement of necessary work to establish a state maintenance area. The estimated cost is \$73,000.00 which includes the development of necessary work, a boundary description map, and a draft CEQA document. Only actual and necessary costs will be billed to the District including requests for additional funding if needed. DWR is not required to perform any additional work to form a maintenance area unless RD784 agrees to pay the estimated cost. If the Board does not agree with the estimate of costs, the Board must reject the estimate and file a protest with DWR within 45 days. DWR must then hold a hearing to justify the basis of the estimate. If the Board does not object to the estimate, it should inform DWR of this fact and submit a check for the estimated costs which will commence the formation of the SMA. The Board may desire to seek grant funds or use general District funds to pay the estimated costs. David Read moved to accept the estimate and to submit a check to DWR in the amount of 73,000.00 using District general funds. Sarbdeep Atwal seconded the motion. Motion Carried. Vote: 4 Ayes (Brown, Read, Atwal, and Danna), 0 Nays, 1 Absent (Hastey), and 0 Abstain.</p>
<p>9. Board to Consider Approving a Credit/Reimbursement Agreement Between RD784 and Lennar Homes of California for River Oaks East Villages 1, 2, &3, and River Oaks North Village 1 –</p> <p>Staff recommends the execution of a Fee Credit/Reimbursement Agreement between RD784 and Lennar Homes. Once Lennar completes River Oaks Detention Basin improvements to RD784’s satisfaction, Lennar will be entitled to a refund of advance funding fees (after other developers are reimbursed first), Basin C-1 cash reimbursement, and fee credits in the amounts as outlined in the agreement. Sarbdeep Atwal moved to approve the execution of the Fee Credit/Reimbursement Agreement. Joe Danna seconded the motion. Motion Carried. Vote: 4 Ayes (Brown, Read, Atwal, and Danna), 0 Nays, 1 Absent (Hastey), and 0 Abstain.</p>

10. Board to Consider Accepting a Grant of Easement Located in River Oaks East Village 2, Adopting Resolution No. 2021-07-01, Accepting 8,337 Square Feet of Land from Lennar Homes of California, and Executing the 5-Year Warranty Agreement –

The south outfall pipe that serves as a backup storm drain for the River Oaks Detention Basin passes through 4 parcels in ROE Village 2. Punchlist repairs made by the developer to two pipe joints that were leaking, and other items have been completed to the satisfaction of the District Engineer and staff. The easement is necessary in order to allow legal access for District personnel and contractors to perform future O&M to the south detention pond outfall pipe. Joe Danna moved to accept the Grant of Easement and the Execution of a 5 Year Warranty Agreement. Sarbdeep Atwal seconded the motion. Motion Carried. **Vote: 4 Ayes (Brown, Read, Atwal, and Danna), 0 Nays, 1 Absent (Hastey), and 0 Abstain.**

11. Board to receive Information about the GSRMA Risk Management Accreditation Program (RMAP) –

The District participated in this year's RMAP program and will be receiving the maximum award of 10% back of the annual District contribution.

12. Board to Review District Boundaries – Goldfields 200 YR. Levee, Bear, and Feather River Setback Levee Areas –

Parts of the new 200 yr. Goldfields levee project are currently outside the District Boundary and will eventually need to be annexed into the District. Other District Boundaries along the Bear and Feather River setback areas may also need to be updated in the future. Joe Danna moved to approve the request to apply for a grant to cover expenses. Sarbdeep Atwal seconded the motion. Motion Carried. **Vote: 4 Ayes (Brown, Read, Atwal, and Danna), 0 Nays, 1 Absent (Hastey), and 0 Abstain.**

13. Board to receive Information on an Erosion “Slip Out Repair” needed in Unit 4 at LM 2.45 –

In late May 2021, staff noticed an area along the outer waterside shelf area that has eroded away. Staff and MHM notified the CVFPB who advised repairs will likely be able to commence under the premise of maintenance. An engineered work plan has been submitted and pending CVFPB approval.

14. Board to Receive an Update on the Future of TRLIA Discussions –

Staff met with the discussion group on June 3 and 24 to discuss how TRLIA responsibilities may be shifted to RD784, the County, and YWA. Staff also met with TRLIA on June 15 to receive information on land use and management responsibilities.

15. Board to Receive Information on the Decision to Reject Bids for the Horseshoe Unit 5 LM 1.59 Pipe Replacement Project, Consider New Bids, and Awarding a Contract –

At the June 1 Board meeting, staff received authorization to award the contract to T&S Construction as low bidder after the 7-day bid protest period ended and after the permit is issued by the CVFPB. After discussions with the District Engineer and Counsel, the decision was made to reject all bids and rebid. Joe Danna moved to award the contract in the amount of \$338,955.00 to T&S Construction as low bidder after the 7-day bid protest period ends and after the permit is issued by the CVFPB. 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 Review Board Election Timelines –

Mr. Atwal, Mr. Danna, and Mr. Read are all up for election this year. Nominations will be accepted from August 19, 2021, through 5:00 pm on September 9, 2021. If the number of nominees does not exceed the number of trustees and no petition for election is presented to the Board, then no election need be held, and the Yuba County Board of Supervisors will be asked to appoint the nominees to a four-year term. An election will be held if there are more nominees than trustee positions.

17. Board to Receive Information on Possible Future Acceptance of County Parcels –

County Parcel Near Linear Pond 18: The County is in the process of dividing up the former Linear Parkway land strip along the west side of River Oaks Blvd. which was originally created during the large lot mapping phase of Plumas Lake and dedicated to the County. The parkway land strip is no longer needed so the County is requesting RD784 to consider taking approximately 0.48 acres at the southern end where it meets the District owned Linear Pond 18. The remaining land portions will be divided among a combination of other government entities and private landowners.

County Parcel at Lateral 13: There is a section of land between Broadway and Plumas Arboga Rd. that the County initially purchased years ago where a section of the District's Lateral 13 passes through. The drainage lateral is part of the RD784 system and would be beneficial to the District to receive this land for better access purposes, etc. Staff recommends accepting both parcels at a future Board meeting when acceptance documents become available.

18. Board to Consider Endorsing a CVFPB Permit Application for QUEST (LUMEN) –

In Unit 1 at LM 1.31, an existing underground fiber optic line owned by Quest (LUMEN) was deemed unacceptable in the 2020 USACE Routine Inspection report due to lack of a permit. MHM has reviewed the permit application submitted by the utility and recommends endorsement. Joe Danna moved to endorse the CVFPB Application for QUEST (LUMEN) with the RD784 Standard Conditions applied. Sarbdeep Atwal seconded the motion. Motion Carried. **Vote: 4 Ayes (Brown, Read, Atwal, and Danna), 0 Nays, 1 Absent (Hastey), and 0 Abstain.**

19. Board to Consider Endorsing the CVFPB Permit for the Hallwood Phase 3 Side Channel and Floodplain Restoration Project –

YWA has partnered with the USFWS and Teichert to implement the Hallwood Side Channel Project which is designed to restore and enhance ecosystem processes in the lower Yuba River. Construction of phase 1 started in 2019 followed by phase 2. YWA and the USFWS are requesting RD 784 to endorse the encroachment permit application for Phase 3. Staff is requesting authorization to endorse the permit at a later date after MHM has completed all document review and preparation. Sarbdeep Atwal moved to endorse the Encroachment Permit for Hallwood PHS 3 at a later date, after MHM has completed their document review and preparation. Joe Danna seconded the motion. Motion Carried. **Vote: 4 Ayes (Brown, Read, Atwal, and Danna), 0 Nays, 1 Absent (Hastey), and 0 Abstain.**

20. Board to Consider Hiring a Consultant Firm to Track and Manage the RD784 Reimbursement Agreement Program –

Due to the increase in development, staff is seeking authorization to hire an outside consultant such as Economic Planning Systems Inc. (EPS) to assist staff and the District

engineer with the District's reimbursement agreement program. The estimated initial cost to get started will be up to \$15,000 followed by additional services on a time and materials basis as needed. Joe Danna moved to approve the hiring of EPS to assist with the District's reimbursement agreement program. Sarbdeep Atwal seconded the motion. Motion Carried. **Vote: 4 Ayes (Brown, Read, Atwal, and Danna), 0 Nays, 1 Absent (Hastey), and 0 Abstain.**

21. Board to Consider the June 2021 Budget Snapshot –
The Budget Snapshot for the month ending June 30, 2021, was presented to the Board.

22. Field Manager's Report:

Field Manager's Report
July 7, 2021

Maintenance and Projects Completed

Unit 1

1. Unit 1 LM 1.0 debris removal.
2. Unit 1 LM 1.3 and 1.7 elderberry stump grind backfill, jute net and seeding.
3. Unit 1 L/S LM 0.5-1.0 Silverwood firebreaks.
4. Unit 1 Riverside W/S LM 2.22 block line and sucker tree vegetation abatement.
5. Unit 1 LM 1.6 Shad Rd. gate vegetation abatement.

Unit 2A

1. Unit 2a move abandoned cars off blocks at Riverside.
2. Unit 2a W/S LM 10.5 vegetation abatement with CDF.

Unit 2B

1. Pump Station #2
 - Backup generator exercised on 5/31 and 6/14.
 - Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
 - Trash rack debris removal.
 - Clean electrical panels and filters.
 - Mowing PS 2 outfall
 - Spray for wasps
2. Unit 2b W/S tractor mowing crowns and ramps.
3. Unit 2b W/S LM 12.5 cut sucker trees with CDF.
4. Unit 2b mowing of V ditch.
5. Unit 2b annual relief well maintenance.
6. Unit 2b L/S LM 0.0-0.5 vegetation abatement of fence line and block line.

Unit 3A

1. PS #6
 - Backup generators exercised on 5/31 and 6/14.

- Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
 - Valley Power inspected North generator radiator and was topped off with coolant which revealed few leaks. Repairs have been authorized.
 - Spray for wasps.
2. PS 6 bollard repair to make removable to exercise valves.

Unit 4

1. Unit 4 LM 6.7 reset blocks.
2. Unit 4 LM 6.7 removal of illegal camper fence install at crown of levee.
3. Unit 4 signage replacement LM 6.20.
4. Levee Patrol Road rehabilitation complete from LM 0.50 – 4.20.

Units 3B/ 5 / 6 (Horseshoe Levee)

1. Unit 5 LM 2.4 and 2.47 trash rack vegetation abatement.
2. Unit 3b/5/6 tractor mowing of crowns.
3. Unit 5 trimming low hanging branches.

Unit 7

1. Unit 7 gate signage repair.
2. Unit 7 tack weld signage post at gate structure.

Unit 8

1. Unit 8 flats tractor mowing.
2. Unit 8 Pond 8 service roads.
3. Unit 8 tractor mowing of ramps.
4. Unit 8 V ditch mowing.
5. Unit 8 annual relief well maintenance.

Unit 9

1. Pump Station #3
 - The backup diesel generator was exercised on 5/31 and 6/14.
 - Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
 - Spay for wasps.
 - Transfer switch test and inspection.
2. Unit 9 LM 5.5- LM 3.0 crowns, flats and service road tractor mowing.
3. Unit 9 Anderson Rd. gate repair.
4. Unit 9 LM 1.7 block replacement.
5. Unit 9 flats tractor mowing LM 1.0-3.0.
6. Unit 9 LM 0.0 – 5.76 tractor mowing of crowns.
7. Unit 9 LM 4.00 gate repair (welding).

Drainage Laterals and Detention Basins

1. Lateral 15 service road vegetation abatement.
2. Lateral 15S signage replacement as needed. (no driving on levee)
3. Lateral 5 @ Columbia gate (paint gate repair).
4. Pond 16 post and cable repair.
5. Lateral 10 mowing of shoulder.
6. Chestnut burn pile relocated to unit 8.
7. PS 7 outfall debris removal to the dump.
8. Algodon service road to PS 1 vegetation abatement.
9. Mall ditch vegetation abatement. (2 dump trailer loads to burn pile).
10. Lateral 14 vegetation abatement.
11. Lateral 15 vegetation abatement.
12. Lateral 15 (Bingham) vegetation abatement.
13. Island Basin fence line vegetation abatement.
14. PS 9 vegetation abatement.
15. Lateral 15 (S) flats tractor mowing.
16. PS 9 outfall vegetation abatement.
17. Lateral 14 Vegetation abatement.
18. Lateral 19 vegetation abatement.
19. Lateral 13 debris removal.

Shop, Office, Fleet Vehicles, and Equipment

- Shop generator was exercised on 5/31 and 6/14.
1. Deep cleaning of the Shop, office, and equipment to further prevent any potential exposure to COVID-19.
 2. Bills electric for dump trailer repair (electric jack).
 3. Change Rhino flex mower skid plates.

Safety / Training

1. Administered weekly safety meetings and misc. SDS sheet reviews.
2. COVID Protection Plan training.

Miscellaneous

1. Regularly checked and looked for damages or issues around the District including all RD784 Pump Stations, Levee Units, Olivehurst Pump Station, and Yuba College Flood Fight Coalition supplies storage site.
2. Summit video inspection PS3 (line 3) and PS 10 (north and south discharge pipe).
3. Pump station 2 lowering of slide gate to help farmers irrigation.
4. Olivehurst Pump Station vegetation abatement.
5. PS 4 (Tahiti) south lead pump pulled for inspection by CPM.

23. Administrative Assistant's Report:

**Administrative Assistant Monthly Report
July 7, 2021**

Accounting:

1. Budget Update
2. Reconciliations
3. AP Reports and Check Processing for Vendors & Clients
4. Payroll Calculations and Submittal and JOB Costing
5. Checks, Warrants and Deposits
6. Green Sheet Reconciliations with Angela @ County. – Ongoing
7. 2019-2020 Delinquent Assessment Payments, Refunds and Tracking – With Megan Jonsson
8. 2020-2021 Current Assessment Payments and Tracking – With Megan Jonsson
9. Reconciliations with LWA – Assessment Tracking
10. County of Yuba Requesting – Proposed Budget for 2021-2022

Clerical/Office:

1. Impact Fees
 - A. KB Homes – Plumas Lake Phases 4, 5, and 6
 - B. Danna Properties – Plumas Lake Leak Properties PHS 8
 - C. Jack Hooper – Arcano Avenue, Olivehurst
2. Permit Clearance Request Sign Offs
 - A. Cresleigh Homes – Riverside Meadows
 - B. Meritage Homes – River Oaks South Village 2
 - C. Lennar – Sonoma Ranch
 - D. DR Horton – Riverside Meadows
 - E. Richmond Homes - Thoroughbred Acres Phase 1
3. Basin Fund Reconciliations – A, A-1, B, C, C-1, C-2- Sean Minard & Jennifer Jensen
4. River Oaks Projects Drainage Impact Fee Reconciliations

Human Resources:

1. Board Members – Converting to Payroll Paid Employee's – Direct Deposit Forms
2. Field Crew Worker's – Rush Personnel - 2 New Leased Labor Employee's
3. EDD Audit Preparation – Researching, Scanning, and Submitting Documents to EDD

Contract Management:

1. 2019-2020 FMAP OMRR&R Grant Agreement – Submitted 3/15/2021 - Pending
2. 2020-2021 FMAP OMRR&R Grant Agreement – In Process
3. 2021-2022 FMAP OMRR&R Grant Agreement – Preparing For
4. YWA/DWR IRWMP Grant Preparation – Zoom Meetings and Emails
5. TRLIA Goldfields – Maintenance Billing - On-going
6. Olivehurst Pump Station – Maintenance Billing – On-going
7. Lennar Reimbursement Agreement & Developer Fees

Regulatory Compliance:

1. Managing PWC 100 projects.
2. GSRMA RMAP Questionnaire and Supporting Documents – Received Full 10% Refund
3. EDD SUI Reporting Number – Working with EDD & Paychex to make corrections.
4. Election Procedures for Upcoming Board Election/Appointment
5. Streamline Website Updating

Contacts: Angela Yanez @ Yuba County – YCDS, Daniel @ Paychex, Jesse Barton @ Gallery & Barton, Sean Minard @ MHM, Jolie Turk @ YC Treasurer, Jason Little @ DWR, Steve Woods @ GSRMA, Megan Jonsson @ LWA, Lloyd @Alliant Networking, Jennifer Jensen @Auditor's, Kyle Close – Permit Runner, Naomi Whatley @ GSRMA, Jason Little @ DWR, and Leslie Wells @ TRLIA.

24. General Manager's Report:

General Manager's Report
July 7, 2021

Administration:

1. Approved employee time off requests and task scheduling.
2. Meetings: - 5/25 SSJDD/CCVFCA, 5/25 Linear Pond 16 Borrow Site closeout, 5/26 CCVFPBCC, 5/28 CVFPB, 6/1 RD784 Regular Board meeting, 6/2 USACE LOI Next Steps, 6/2 Lennar Reimbursement Agreement discussion, 6/3 EDD Employer ID/Audit discussion, 6/3 DWR LMA Coordination, 6/3 & 6/24 Future of TRLIA, 6/11 CVFPB Workshop, 6/15 TRLIA land management overview, 6/15 TRLIA Board meeting, 6/16 CCVFCA BOD, Weekly Reimbursement Agreement discussions with MHM, Misc. Project Follow-Ups with MHM, Biweekly USACE inspection item follow-ups with TRLIA, and Rotary
3. Employee Evaluations - Field Superintendent and Administrative Assistant
4. Backup Diesel Generator Rental Services RFP
5. Unit 5 LM 1.59 Pipe Replacement Bid Protest Letter
6. TRLIA WPIC 200-Year Project Completion Acknowledgement
7. Provide correspondence to TRLIA Goldfields Construction Team, as necessary.
8. Reimbursement Agreement Inquiries
9. Impact Fee Program / Plan Reviews
 - A. T-Mobile Generator Addition in Unit 4
 - B. Century Link CVFPB Encroachment Permit

Project Management:

1. Unit 4 levee patrol road rehabilitation project – completed.
2. 6/4 Pump Station 3 and 10 pipe video inspections.

3. River Oaks Detention Basin Improvements and South Pipe Repairs – South Pipe Repairs completed.
4. USACE Routine Inspection Items – Century Link has applied for a CVFPB Encroachment Permit.
5. Yuba County Local Hazard Mitigation Plan.
6. FMAP Contracts – 2019/2020 and 2020/2021
7. FMAP 2021/22 Project Solicitation Package (Submitted to DWR, now in review)
8. Tahiti PS 4 South Pump Coupling Repairs
9. Unit 4 LM 2.45 Erosion site – Pending CVFPB work plan review approval.
10. Pump Station 5, 7, & 9 Instrumentation Improvements – DWR Prop 1 YWA Sub-Agreement executed, and contract awarded.

Regulatory Compliance:

1. Monthly pesticide spray use report submitted on-line to the County.
2. Administered June 16 updated COVID-19 OSHA Emergency Temporary Standards to all personnel.
3. Updated SDS (Safety Data Sheets) and MSDS (Material Safety Data Sheets) binder.
4. Work through EDD Employer ID updates.

25. Meeting Adjourned:

The Meeting was adjourned at 11:55am.

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