

SPECIAL BOARD MEETING MINUTES			RECLAMATION DISTRICT 784		
1594 Broadway Street					
Arboga, CA 95961-8821					
<b>Meeting Description:</b> Reclamation District No. 784 Board of Trustee's Special Board Meeting					
<b>Date:</b> July 8, 2020 <b>Time:</b> 10:00am <b>Location:</b> Reclamation District 784 Office					
Scheduled Time			Actual Time		
Start	Stop	Total Hours	Start	Stop	Total Hours
10:00am	12:30pm	2.5 Hrs.	10:03am	11:21am	1 Hr 18 min
<b>1. Call to Order</b>					
<b>A. Roll Call: Board President - Rick Brown - Present, Trustee - Joe Danna - Present, Board Vice-President - David Read - Present, Trustee - Sarbdeep Atwal – Present at 10:27am, Trustee – Jared Hastey – Present, Board Secretary – Patrick Meagher - Present, Deputy Board Secretary - Kimberly Ford, Present, Field Superintendent – Jess McLaughlin – Present, Attorney – Jesse Barton, Present and Engineer - Sean Minard, Present.</b>					
<b>2. Closed Session:</b>					
<b>A. None</b>					
<b>3. Open Session:</b>					
<b>4. Public Communication: Any person may speak on any topic provided it is within the jurisdiction of the Reclamation District 784. If a person wishes to speak on any agenda item in particular, that person may speak now, or if that person wishes to withhold comment until Board consideration of the item, please inform the Board at this time what agenda item the speaker wishes to address and the Board will solicit additional comment when that agenda item is called. The time allotted for receiving public comment will be limited to no more than five minutes per each individual or group.</b>					
<b>Consent Items:</b>					
<b>5. Approve Board Meeting Minutes –</b> Joe Danna moved to approve the Meeting Minutes. David Read seconded the motion. Motion Carried. <b>Vote: 4 Ayes (Brown, Read, Danna, and Hastey), 0 Nays, 1 Absent (Atwal), and 0 Abstain.</b>					
<b>6. Approve Checks and Warrants –</b> Joe Danna moved to approve the Checks and Warrants. David Read seconded the motion. Motion Carried. <b>Vote: 4 Ayes (Brown, Read, Danna, and Hastey), 0 Nays, 1 Absent (Atwal), and 0 Abstain.</b>					
<b>7. Adopt Resolutions 2020-07-01 and 2020-07-02 for the 2020/2021 2.81% Assessment Escalator Increase Memorializing the Approvals Made During the June 2, 2020 Board Meeting –</b> Joe Danna moved to approve the Resolutions 2020-07-01 and 2020-07-02. David Read seconded the motion. <b>Vote: 4 Ayes (Brown, Read, Danna, and Hastey), 0 Nays, 1 Absent (Atwal), and 0 Abstain.</b>					

<b><i>Persons Attending</i></b>
<b>1. Rick Brown, RD784 Board President</b>
<b>2. David Read, RD784 Board Vice President</b>
<b>3. Joe Danna, RD784 Board Trustee</b>
<b>4. Jared Haste, RD784 Board Trustee</b>
<b>5. Sarbdeep Atwal, RD784 Board Trustee – Late Arrival – 10:27am</b>
<b>6. Patrick Meagher – RD784 Secretary of the Board</b>
<b>7. Kimberly Ford – RD784 Deputy Secretary of the Board</b>
<b>8. Jess McLaughlin – RD784 Field Superintendent</b>
<b>9. Sean Minard – RD784 Engineer</b>
<b>10. Jesse Barton – RD784 Attorney</b>
<b>11. Brian Manning – DNLC Attorney</b>
<b>12. Stuart Hanson - Landowner</b>
<b>13. Member of the Public</b>
<b><i>Items for Discussion and Possible Actions:</i></b>
<p><b>8. <i>Board to Receive an Update on the Status of the Horseshoe Levee Between RD784 and the State –</i></b></p> <p>1) Staff sent an email to Central Valley Flood Protection Board staff on June 15 to check on the status of RD784’s request to turn the Horseshoe Levee back over to the State. The response received was that they are working on an internal draft floodplain map to model the area that is protected by the levee and is anticipated to be completed within the next couple of months. (See Email Handout). 2) On June 30, Staff was forwarded a letter addressed to the CVFPB signed by Senator Jim Nielsen and Assembly Member James Gallagher opposing RD784’s request to transfer the Horseshoe Levee back to the State. The Board elected an Ad Hoc Committee consisting of David Read and Joe Danna, and Attorney Jesse Barton.</p>
<p><b>9. <i>Board to Consider Authorizing the GM to Sign the YWA Grant Agreement for the Horseshoe Unit 3B LM 4.66 Pipe Replacement Project –</i></b></p> <p>On June 2, the YWA Project and Operations Committee Approved the RD784 Grant Request for \$650,000.00 to replace the pipe in Unit 3B at LM 4.66. The Grant was formally approved during the June 16 regular YWA Board meeting and an agreement has been received. The GM is seeking authorization from the Board to sign the agreement and accept funding. Jared Haste moved to authorize RD784 General Manager to sign the Agreement and accept the funds. David Read seconded the motion. Motion Carried. <b>Vote: 4 Ayes (Brown, Read, Danna, and Haste), 0 Nays, 1 Absent (Atwal), and 0 Abstain.</b></p>
<p><b>10. <i>Board to Receive an Update on the Horseshoe Levee Unit 5 LM 2.47 Steel Walkway Installation –</i></b></p> <p>Background: Since the new pipe installation was completed in October 2019, the landside trash rack became difficult to access last winter when storm water would rise above the concrete headwall. To address the problem, a change order for the installation of a steel walkway was approved during the March 3 Board meeting. The steel walkway is now complete.</p>
<p><b>11. <i>Board to Consider Authorizing the GM to Approve an Urban Pipe Video and/or Pressure Test Contract –</i></b></p>

In accordance with DWR Urban Leve Design Criteria (ULDC), all pipelines that pass through a levee shall be pressure tested or have video testing performed every five years. The District's tests are due this year. MHM is coordinating the RFP process with bids due on July 10. Staff is requesting authorization to award the contract to the lowest responsible bidder if the bid does not exceed \$120,000.00. \$80,000.00 of the contract will be funded through the 2019/20 FMAP program. The remaining balance will be funded out of the regular District budget. Joe Danna moved to authorize RD784 General Manager to approve the contract and extended the bid to 7/17/2020. Jared Hastey seconded the motion. Motion Carried. **Vote: 5 Ayes (Brown, Read, Danna, Atwal, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

***12. Board to Consider Funding the County Contracted USDA Wildlife Services in the District for FY 2020/2021 –***

The Yuba County Agricultural Department has maintained an agreement with the USDA Wildlife Services for over 30 years. The contract provides for a wildlife service's specialist (AKA the County Trapper) to administer non-domestic animal damage control within the County. For the past several years, the District has utilized this service, primarily for the control of beavers. The Yuba County Weights and Measures Department is requesting \$3,000.00 to continue service in the District for FY 2020/21. Joe Danna moved to approve the Trapper funding. Sarbdeep Atwal seconded the motion. Motion Carried. **Vote: 5 Ayes (Brown, Read, Danna, Atwal, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

***13. Board to Receive an Update on the Process of the De-Authorization of Reach 6 of the Western Interceptor Canal –***

Three Rivers Levee Improvement Authority has started the process of seeking de-authorization of Reach 6 of the Western Pacific Interceptor Canal and has been working with USACE's Sacramento District on a geographic description and the reason for the de-authorization.

Background: The original intent of Reach 6 was to protect the Reclamation District No. 784 basin from Western Pacific Interceptor Canal (WPIC) backwater flooding caused by high water in the Bear River. Until 2006, excess water in the WPIC would back up into the Bear River and then pass under State Highway 70 through two large concrete box culverts and continuing until high ground (i.e. the UPRR railroad embankment). This WPIC backwater would cause severe flooding in the Olivehurst area by preventing the escape of this water. To help address this problem, in 2006, as part of construction of comprehensive flood risk reduction facilities by Three Rivers Levee Improvement Authority, TRLIA constructed the Olivehurst Detention Basin providing additional storage of interior drainage when flows in the WPIC were high; constructed a ring levee connecting the WPIC west levee to State Route 70; and constructed a pump station between the Olivehurst Detention Basin and ring levee to allow control of internal draining to the WPIC. This work essentially decommissioned the portion of Reach 6 as WPIC flows no longer travel upstream of the ring levee. Deauthorization would remove facilities from inspection and operation and maintenance that no longer serve a purpose.

***14. Board to Receive Information About a CVFPB Assessment District Feasibility Study –***

The Central Valley Flood Protection Board is developing a study on the feasibility of creating an updated version of the Sacramento-San Joaquin Drainage District Assessment

District to generate revenue for flood facility Operations, Maintenance, Repair, Rehabilitation, and Replacement (OMRR&R). The revenue would be generated through the formation of one or more new benefit assessment districts covering properties that receive a direct benefit from the Sacramento and San Joaquin river flood control system facilities.

The State Plan of Flood Control is a complex system of levees, weirs, bypasses, dams, and reservoirs that have been constructed incrementally by local, state, or federal interests over the last 150 years and provide not only flood risk reduction function, but also water supply, water conveyance, recreation and ecological functions. The geographic areas protected by the SPFC encompasses the Sacramento and San Joaquin rivers and tributaries with more than 43,000 square miles of combined drainage area.

The vast majority of LMA's finance their OMRR&R via property assessments. As currently proposed, the SSJDD AD would be an overlay in addition to those assessments. Staff is a CCVFCA Board member and is currently participating in ongoing informational discussions within the Association Committee which also includes other LMA's. The scope of the Feasibility Study is likely to be narrowed by first identifying which facilities provide regional benefits to help shape further discussions regarding which areas will ultimately receive direct benefit.

***15. Board to Receive an Update on the River Oaks Detention Basin North Pipe Installation Schedule –***

Background: On August 14, 2019, Lennar Homes signed an updated improvement agreement to finish all outstanding punch list items in order to complete the River Oaks Detention Basin which is located on the east side of Hwy 70 and north of Feather River Blvd. The punch list includes various items, including the installation of the 2<sup>nd</sup> north outfall pipe in order to allow the existing pond to drain as originally designed from the pond under Highway 70, then finally into the Algodon Canal on the west side of Hwy 70. Update: Lennar recently awarded the Contract for the North Pipe installation and construction has started. The expected completion date is sometime by the end of August 2020.

***16. Board to Consider Delaying Delinquency Notices to Property Owners from Previous Assessments from FY 2019-2020 due to COVID-19 Hardships –***

During the June 2 Board meeting, the Board decided to revisit this item at the next Board meeting. Jared Hastey moved to authorize to send out delinquency notices. David Read seconded the motion. Motion Carried. **Vote: 5 Ayes (Brown, Read, Danna, Atwal, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

***17. Board to Receive an Update on the 2019-2020 June Budget Snapshot –***

The final budget snapshot for end of FY 2019/2020 will be available during the August Board meeting after all final invoicing numbers have been received.

***18. Board to Consider Adopting the 2020/2021 FY Budget –***

Jared Hastey moved to approve the FY 2020-2021 Budget. David Read seconded the motion. Motion Carried. **Vote: 5 Ayes (Brown, Read, Danna, Atwal, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

**19. Board to Receive Information About a Public Hearing Scheduled for July 9, 2020 to Discuss Area Homeless Concerns Near Farms and Levees –**

Michelle Smith of Smith Ranches is organizing a public meeting with local property owners and officials to discuss concerns. Ms. Smith has requested staff to attend. The meeting is being held on July 9, 2020, 2pm at the YCBOS Chambers.

**20. Board to Receive Information on Reduced Office Hours during the Week of July 12, 2020 –**

The GM will be on vacation starting July 13 through the 17th. While the Administrative Assistant continues to work from home, during the week of July 12, the office will be accessible to the public from 6:00 AM to 7:00 AM and from 1:30 PM to 2:30 PM when the Field Superintendent is present. Any member of the public who visits the office when the gate is closed will be able to request assistance by calling the Administrative Assistant's District cell phone number which will be displayed on a sign hung on the front gate.

**21. Field Manager's Report:**

Field Manager's Report

July 8, 2020

Maintenance and Projects Completed

Unit 1

1. Painted graffiti @ HWY 70 bridge.
2. Unit 1 LM 0.0 crown, ramp, and slope vegetation abatement.
3. Vegetation abatement Unit 1 Landside LM 0.90 to 0.65.
4. Trash removal Unit 1 @ Riverside .
5. Unit 1 L/S vegetation abatement behind Silverwood housing.
6. Unit 1 behind Silverwood, repair dirt step cut in slope.
7. Unit 1 mowing of entire unit.

Unit 2A

1. Mowing of complete unit.
2. Fallen tree removal waterside service road.
3. Removal of barbwire fence (approx. 2 tenths of a mile encroaching levee toe L/S 2.75).
4. Removal of one trailer load of bricks on waterside near Riverside gate.
5. Unit 2a landside LM 2.0 block line vegetation abatement.
6. Unit 2a mowing 1.0-2.2 hinges and LS flats.

Unit 2B

1. Pump Station 2
  - Backup generator exercised on 6/1, 6/15 and 6/29.
  - Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
  - Sprayed around pump station.

2. Grout squirrel holes unit 2b (Star Bend @ Feather River Blvd was a hot spot).
3. Unit 2b relief well maintenance and measurements.
4. P/S 2 outfall mowing.
5. Unit 2b LM 2.2 set 2 blocks.

#### Unit 3A

1. PS #6
  - Backup generators exercised on 6/1, 6/15 and 6/29.
  - Vegetation abatement inside and surrounding the pump station.

#### Unit 4

1. Unit 4 service road vegetation abatement.
2. Olivehurst Pump Station vegetation abatement.
3. Unit 4 0.0-.5 L/S and W/S hinge spraying.
4. Unit 4 3.0-1.5 L/S and W/S hinge spraying.
5. Unit 4 spraying of crown LM 3.64-0.50.
6. Unit 4 levee slope burn LM 4.10-5.80.

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

1. Pre-Storm checks around all rural levee units and checked all waterside flap gates.
2. Cut and remove fallen tree unit 3b.
3. Trim up trees W/S service Rd. unit 3b.
4. Mowed levee crown.

#### Unit 7

1. Unit 7 LM 1.7-2.2 spread 7 transfer loads of Class 2 AB delivered by Howard Miller.
2. Unit 7 L/S vegetation abatement behind mobile home park.
3. Removal of sucker tress unit 7 L/S LM 0.25.
4. Unit 7 mowing of entire unit.

#### Unit 8

1. Removal of trees from of the South Pond.
2. Unit 8 relief well maintenance and measurements.

#### Unit 9

1. Pump Station #3
  - The backup diesel generator was exercised on 6/1, 6/15 and 6/29.
2. Mowed landside flats Unit 9 0.0-0.75.
3. Grout squirrel holes unit 9 from Ella to Rich Rd.
4. Reset 1 Block W/S LM 3.8.
5. Set block at unit 9. Landside, LM .0.15.
6. Relief well logging and maintenance.

7. Unit 9 gate repair @ country club.
8. Unit 9 mowing 1.0-2.3 landside flats.
9. Unit 9 mowing 2.3-5.7 landside flats.
10. Unit 9 W/S 3.0 set 2 blocks.

#### Drainage Laterals and Detention Basins

1. Pre and post storm checks around the entire internal drainage system completed.
2. Vegetation abatement Chestnut Basin.
3. Mowed lateral 15 @ shop.
4. Mowed lateral 13.
5. Vegetation abatement lateral 13 N.
6. Lateral 9 vegetation abatement.
7. Vegetation abatement of lateral 15 (Bingham @ Island Rd.).
8. Vegetation abatement of lateral 15 (Island Rd. to S. Gledhill).
9. Mall ditch branch/limb removal and clean up.
10. Vegetation Abatement pond 18 (ATT) building on River Oaks Blvd.
11. Mowing of Lateral 13 flats.
12. Mowing of Wheeler basin.
13. Mowing of hinges @ Wheeler (N).
14. Vegetation abatement behind motel @ Cal Trans basin.
15. Vegetation abatement at pond 16 and lateral 16.
16. Lateral 5 (W), vegetation abatement along service rd.
17. Vegetation abatement Ella basin northside service rd. and mowing of hinge around basin.
18. Pond 18 service rd. mowing.
19. Pond 20 and lateral 20 service rd. mowing.
20. Lateral 15/17 crossing service rd. mowing and buffer zone behind houses.
21. Lateral 15 @ Algodon mowing.
22. Mowing of service rd. for (S) Ella basin.
23. Bingham canal vegetation abatement @ Arboga Rd.
24. Pond 16 service road mowing.
25. Lateral 5 South, East side service road on River Oaks Blvd. vegetation abatement.
26. Lateral 5 fire break behind fences at River Oaks Blvd.
27. Lateral 5 West sprayed service rd.
28. Lateral 16 sprayed service rd.

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

1. Shop generator was exercised on 6/1, 6/15 and 6/29.
2. Vegetation abatement around shop/ office.
3. New Holland brake system repair completed by David Nakao.
4. John Deere Backhoe solenoid repair completed by David Nakao.

5. Serviced Miller arc welder/generator completed in house.
6. Serviced Rolair air compressor completed in house.
7. Water Truck taken to dealer for electrical system repair.
8. Replacement of front tire for the new holland with loader due to blowout.
9. Vehicles and equipment serviced and/or repaired, as necessary.

#### Safety / Training

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

#### Miscellaneous

1. Regularly checked and looked for damages or issues around the District including all RD784 Pump Stations, Levee Units, Olivehurst Pump Station, and Yuba College Flood Fight Coalition supplies storage site.
2. FRAQMD inspection for generators - Pass.
3. Sonotrol service 6/25 for non-working cameras for PS 3, Star Bend, and network issues at the shop.

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

## **Administrative Assistant Monthly Report July 8, 2020**

#### **Accounting:**

1. Budget Update
2. Constructing 2020-2021 Budget
3. Reconciliations
4. AP Reports and Check Processing for Vendors & Clients
5. Payroll Calculations and Submittal
6. Goldfields Billing to TRLIA- Received Payment
7. Olivehurst Pump Station Billing to YCPW- Pending Signed Renewal.

#### **Clerical/Office:**

1. Impact Fees
  - A. Wal-Mart Gas Facility
  - B. Plumas Lake Self Storage
  - C. Nelson Magana
  - D. Dulai Residence
2. Permit Clearance Request Sign Offs
  - A. Cresleigh Homes – Riverside Village/Plumas Lake
  - B. Lennar Homes
  - C. Rick Turner Capital Valley Homes
  - D. Riverside Meadows
3. Scanning & Receiving Assessment Payments, then sending to Megan@ LWA
4. EPS Technical Memorandum Review & Posted 2020 Impact Fees.

#### **Contract Management:**



1. 2018-2019 FMAP OMRR&R Agreement – Received Payment- Pending amended 2<sup>nd</sup> half of Contract 40K.
2. 2019-2020 FMAP OMRR&R Agreement – Progressive Billing
3. 2020-2021 FMAP OMRR&R Agreement – In Process
4. DMP Agreement – Received Payments, Still Pending Retention Payment.
5. Gregory Livestock
6. Olivehurst Pump Station Contract Renewal – Pending Counter Signature.
7. Lund Construction
8. T&S Construction

**Regulatory Compliance:**

1. Helped Ned Brown @ Action Fencing with PWC- 100 Registration.
2. Created PWC 100 projects. Lund Construction and T&S Construction

**Projects:**

1. Streamline Website Updating

**Contacts:**

Justin @ Paychex, Jesse Barton @ Gallery & Barton, Sean Minard @ MHM, Jolie Turk @ YC Treasurer's, Jason Little @ DWR, Kyle Sanchez @ MHM, Chris Evans @ Streamline, Syada Ara @ DWR, Megan Jonsson @ LWA, Ken Schoech @ Cresleigh Homes, Jennifer Jensen @ Jensen Smith CPA's, Ned Brown @ Action Fencing, Wesley and Jason @Alliant Networking.

***23. General Manager's Report:***

General Manager's Report  
July 8, 2020

**Administration:**

1. Approved employee time off requests and task scheduling.
2. Meetings (Via Teleconference or Webinars) - [Project Follow-Ups with MHM, CCVFCA Sub-Committee for SSJDD Assessment District Feasibility Study, CVFPBCC meeting, River Oaks Detention Basin North Outfall Pipe Pre-Construction meeting, YWA Board Meeting, Weekly TRLIA Goldfields Construction Meetings, and Rotary]
3. Impact Fee Program
  - A. Riverside Meadows
  - B. Wal\*Mart Improvements
  - C. Nelson Residence (Feather River Blvd.)
  - D. Dulai Residence (Arboga Rd.)
  - E. Xiong Residence (Feather River Blvd.)
  - F. Vega Residence (Park Avenue)
  - G. Plumas Lake Storage (Phase II)
  - H. Vega Residence (Park Ave.)
  - I. Circle K (Edgewater Circle)

**Project Management:**

1. USACE corrections and coordination (Ongoing)
2. 2019-2020 FMAP Task 7 Levee Patrol Road Rehabilitation Units 1, 2A, & 9
3. Unit 5 LM 2.47 Landside steel walkway installation (T&S Construction)
4. IRWMP grant preparation work [Worked on RFP For SCADA improvements at PS 5, 7, and 9]
5. YWA grant work [Unit 3B, LM 4.66 Pipe Replacement]
6. Unit 5 LM 2.04 Pipe Replacement Prep Work (FMAP)
7. FMAP Contracts – Grant for Fiscal Year 2018/2019 (Billing), 2019/2020, and 2020/2021.
8. Relief well studies – Blackburn Consulting
9. Linear Pond 16 Borrow Agreement Preparation Work.

**Regulatory Compliance:**

1. Updated District COVID-19 Operations Protocol Plan and Administered to All District Employees
2. Monthly pesticide spray use report submitted on-line to the County.
3. Updated SDS (Safety Data Sheets) and MSDS (Material Safety Data Sheets) binder.
4. Updated compliance programs (Ongoing)
5. Attended PAPA QAC Continued Education seminar (Zoom)
6. Training: Weekly Safety Meetings

**24. Meeting Adjourned:**

**Meeting was adjourned at 11:21am**

*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