

BOARD MEETING MINUTES	RECLAMATION DISTRICT 784
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1594 Broadway Street
Arboga, CA 95961-8821

Meeting Description: Reclamation District No. 784 Board of Trustee’s Board Meeting
This Meeting was held Via Teleconference and in Person.
 Brent Hastey attended remotely from an Auxiliary Meeting Location located at:
 15 Orcutt Drive, Pinedale, WY 82941

Date: August 6, 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.	10:00am	11:30am	1Hr 30 Min

1. Call to Order

A. Roll Call: Board President – Sarbdeep Atwal- Present, Trustee - Joe Danna - Present, Board Vice-President - David Read - Absent, 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 – Jared Hastey moved to approve the Board Meeting Minutes from June 4, 2024. The July Board Meeting was canceled due to the lack of a quorum. Joe Danna seconded the motion. Motion Carried. **Vote: 4 Ayes (Atwal, Danna, J. Hastey, and B. Hastey), 0 Nays, 1 Absent (Read), and 0 Abstain.**

5. Approve Checks and Warrants – Jared Hastey moved to approve the Checks and Warrants. Joe Danna seconded the motion. Motion Carried. **Vote: 4 Ayes (Atwal, Danna, J. Hastey, and B. Hastey), 0 Nays, 1 Absent (Read), and 0 Abstain.**

6. Board to Consider Adopting an Updated MOU Between Yuba Community College and RD784 for the Establishment of the Regional Flood Safe Cache for Flood Fighting Supplies – Jared Hastey moved to approve the adoption of the updated MOU between Yuba Community College and RD784. Joe Danna seconded the motion. Motion Carried. **Vote: 4 Ayes (Atwal, Danna, J. Hastey, and B. Hastey), 0 Nays, 1 Absent (Read), and 0 Abstain.**

<p>7. Board to Consider Adopting ACWA/JPIA's Commitment to Excellence Program (C2E) – Jared Hastey moved to approve the adoption of the ACWA/JPIA's Commitment to Excellence Program (C2E). Joe Danna seconded the motion. Motion Carried. Vote: 4 Ayes (Atwal, Danna, J. Hastey, and B. Hastey), 0 Nays, 1 Absent (Read), and 0 Abstain.</p>
<p>Persons Attending</p>
<p>1. Sarbdeep Atwal – RD784 Board President</p>
<p>2. Joe Danna – RD784 Trustee</p>
<p>3. Jared Hastey – RD784 Trustee</p>
<p>4. Brent Hastey – RD784 Trustee – Remotely Attended</p>
<p>5. Patrick Meagher – RD784 Secretary of the Board</p>
<p>6. Kimberly Ford – RD784 Deputy Secretary of the Board</p>
<p>7. Tina Moore – RD784 Field Superintendent</p>
<p>8. Jesse Barton – RD784 Attorney</p>
<p>9. Sean Minard – RD784 Engineer</p>
<p>10. Jennifer Jensen – Jensen Smith CPA</p>
<p>11. Jackie Rech – ACWA/JPIA Benefits Specialist</p>
<p>Items for Discussion and Possible Actions:</p>
<p>8. Board to Receive an Informational Presentation on the RD784 FY 2022-2023 Audit and Consider Adopting the Report – Jensen Smith Certified Public Accountants, Inc. has completed the RD784 audit report for the fiscal year 2022-2023. Jennifer Jensen made the presentation to the Board. Joe Danna moved to approve the audit report. Brent Hastey seconded the motion. Motion Carried. Vote: 4 Ayes (Atwal, Danna, J. Hastey, and B. Hastey), 0 Nays, 1 Absent (Read), and 0 Abstain.</p>
<p>9. Board to Receive Information and Consider Adopting Resolution 2024-08-01 Consenting to Amend Resolution 2022-09-01 Relating to the Addition of Director's to the ACWA/JPIA Benefits Program – A presentation was made to the Board by Jackie Rech, ACWA/JPIA Benefits Specialist. Brent Hastey moved to adopt the Resolution 2024-08-01 amending Resolution 2022-09-01. Jared Hastey seconded the motion. Motion Carried. Vote: 4 Ayes (Atwal, Danna, J. Hastey, and B. Hastey), 0 Nays, 1 Absent (Read), and 0 Abstain.</p>
<p>10. Board to Consider Replacing One District Pickup Truck – The transmission in the GM's 2017 Ford F-150 has begun to periodically slip. The estimate for repairs is approximately \$5,000.00. Staff also presented quotes from area truck dealers. Jared Hastey moved to approve of the District replacing the 2017 Ford F-150 Pickup truck with direction to staff to purchase a new truck from Geweke Ford in Yuba City. Joe Danna seconded the motion. Motion Carried. Vote: 4 Ayes (Atwal, Danna, J. Hastey, and B. Hastey), 0 Nays, 1 Absent (Read), and 0 Abstain.</p>
<p>11. Board to Consider Increasing the Employee Clothing Allowance – Uniforms are provided to employees who work in the field which include shirts, jackets, and hats. The District adopted a \$150.00 annual clothing allowance in 2015 so employees could purchase work pants and/or work boots. The District would like to increase the allowance to \$250.00. Joe Danna moved to increase the clothing allowance to \$250.00. Jared Hastey seconded the motion. Motion Carried.</p>

Vote: 4 Ayes (Atwal, Danna, J. Hastey, and B. Hastey), 0 Nays, 1 Absent (Read), and 0 Abstain.

12. Board to Consider Approving an Amended Final Budget Including Final Expenses for FY Ending 2023-2024 – When the budget for FY 2023-2024 was approved, it included estimated assessment revenue available at the time in the amount of \$3,598,154.38. In May 2024 LWA provided an updated forecasted assessment collection in the amount of \$3,658,509.13 which reflects new development captured in the FY 2023-2024 assessment roll submitted to the County. Brent Hastey moved to approve the Amended Final Budget Including Final Expenses for FY2023-2024. Jared Hastey seconded the motion. Motion Carried. **Vote: 4 Ayes (Atwal, Danna, J. Hastey, and B. Hastey), 0 Nays, 1 Absent (Read), and 0 Abstain.**

13. Board to Consider Adopting the FY 2024-2025 Budget – Jared Hastey moved to approve the adoption of the FY 2024-2025 Budget. Brent Hastey seconded the motion. Motion Carried. **Vote: 4 Ayes (Atwal, Danna, J. Hastey, and B. Hastey), 0 Nays, 1 Absent (Read), and 0 Abstain.**

14. Field Manager's Report:

Field Manager's Report
August 6, 2024

Maintenance and Projects Completed

Unit 1

1. Vegetation abatement around gate structures.
2. Mow levee crown, ramps and L/S flat.
3. Vegetation abatement L/S slope and flat L/M 1.85-2.05.
4. Debris removal.

Unit 2A

1. Vegetation abatement around gate structures.
2. Mow levee crown, ramps, and service road.
3. Set blocks intermittently along W/S – L/M 2.00-2.76.

Unit 2B

1. Pump Station # 2 backup generators exercised 6/10, & 6/24, 7/8 & 7/22.
2. Vegetation abatement around gate structures.
3. Vegetation abatement concrete V-Ditch.
4. Firebreak along wrought iron fence.
5. Mow pump station 2 outfall.
6. Trim back brush W/S (CDF).
7. Mow W/S flat.

Unit 3A

1. Pump Station # 2 backup generators exercised 7/8 & 7/22.
2. Remove sucker tree regrowth pump station 6 outflow (CDF).

3. Vegetation abatement around gate structures.
4. Firebreak along wrought iron fence.
5. Mow service road and flat around pump station 6.

Unit 4

1. Vegetation abatement around gate structures.
2. Mow Crown, ramps, and L/S service road.
3. Block delivery/set blocks L/S-L/M 3.70-3.85.
4. Burn levee slope L/S - L/M 4.00 – 5.70.

Units 3B/ 5 / 6 (Horseshoe Levee)

1. Checked waterside flap gates weekly.
2. Mow Levee crown and ramps.
3. Vegetation abatement around flap gate headwalls

Unit 7

1. Vegetation abatement around gate structures.
2. Mow Levee crown, ramps and W/S flat.
3. Spray levee crown and ramps L/M 1.20-2.10.
4. Set blocks L/S, L/M 2.70.

Unit 8

1. Monitor sink hole L/S service road L/M 1.75.
2. Mow crown, ramps and W/S flat.
3. Vegetation abatement concrete V-Ditch.

Unit 9

1. Pump Station #3 Backup generator exercised on 6/10, & 6/24, 7/8 & 7/22.
2. Mow levee crown, ramps, and L/S and W/S flat.
3. Vegetation abatement around pump station 3.
4. Vegetation abatement around pipe fence and gate structure L/S-L/M 3.50.

Goldfields 200-year Levee

1. Vegetation abatement around gate structures.
2. Mow Levee crown, ramps, L/S & W/S service roads and basins.
3. Spray levee crown L/M 1.20-2.10.

Drainage Laterals and Detention Basins.

1. Vegetation abatement lateral 9
2. Vegetation abatement lateral 13 N & 13 S.
3. Vegetation abatement lateral 14.
4. Vegetation abatement lateral 15 N (Bingham Canal).

5. Vegetation abatement lateral 15 N. (FRB).
6. Vegetation abatement lateral 15 S. service road.
7. Vegetation abatement, cut sucker trees lateral 16.
8. Vegetation abatement lateral 17
9. Vegetation abatement, cut sucker trees pond 16.
10. Vegetation abatement, cut sucker trees pond 18.
11. Vegetation abatement, cut sucker trees pond 20.
12. Vegetation abatement Cal-Trans Basin.
13. Vegetation abatement, sucker tree removal Chestnut Basin (CDF).
14. Vegetation abatement Ella Basin block line.
15. Vegetation abatement pond 8.
16. Vegetation abatement, sucker tree removal Island Basin.
17. Vegetation abatement River Oaks detention pond.
18. Mow Island Basin.
19. Mow Ella Basin service road.
20. Mow Wheeler basin service road and flat.
21. Mow lateral 5 service road.
22. Mow lateral 15 (S) service road.
23. Mow Pond 16.

Shop, Office, Fleet Vehicles, and Equipment

1. The shop generator was exercised on 6/10, & 6/24, 7/8 & 7/22.
2. Clean and exercise equipment weekly.
3. SCADA Data-Linc two-way radio repairs.
4. Replaced battery on 2023 Ford F350 service truck (under warranty).
5. Replaced serpentine belt on John Deere backhoe (Jacob).

Safety / Training

1. Administered weekly safety meetings: ATV Four-Wheeler, Emergency Action Plan, Spill Prevention Control and Counter Measures, Pepper Spray, Protection from Wildfire Smoke and Safety First (Cody Lundgren Code Enforcement). SDS training: Wilco Ground Squirrel Bait, Kaput-D, Rodentex, Gophertox, and Victor Quick Strike.
2. Crew has completed Anti-Harassment, Workplace Violence training (Target Solutions), & CPR training (American Red Cross).

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. Pumps pulled at pump station 7 to inspect for rehabilitation (CPM).

3. Pumps pulled at pump station 9 to inspect for rehabilitation (Loewen Pump).
4. All belts replaced on generators for shop, pump stations 2 ,3, & 6 (Valley Power).
5. Pump Station 9 Hydrovac debris from sump (Badger).
6. Repaired cut tab on gate Unit 7 L/M 3.91 Unit 9 gate L/S-L/M 1.00 and replaced four (4) wrought iron fence panels Lennar Pond (Rene Lopez).
7. Levee patrol road gravel improvements Unit 2A L/M 1.00-2.76, Unit 2B L/M 11.75-12.75, 3A L/M 2.43-2.71 Unit 7 L/M 0.00-1.23 and Unit 8 L/M 0.00-1.88 (Lund Construction).

15. Office Manager's Report:

**Office Manager's Monthly Report
August 6, 2024**

Accounting:

1. Budgets and Budget Updates
2. Account Reconciliations
3. AP Reports, Invoicing, and Check Processing for Vendors & Clients
4. Payroll, Time Cards, Calculations, Job Costing, and Submittal to Paychex
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 & Entering Benefit Assessment Payments.
11. Preparing for the 2022-2023 Audit – Dropped Documents off at Jensen/Smith Accounting.
12. Learning New County Procedures & Financial System – Processing Warrants, Deposits and Transfers. Will Be Up & Running 7/1/2024. Meetings with Kristen Munsee/County Auditor's Office.

Clerical/Office:

1. Impact Fees & Plan Check Fees
2. Invoicing Kyle Trull – Trull RV Boat & Storage
2. Permit Clearance Request Sign Offs
 - A. KB Homes – Cobblestone Phase 5&7
 - B. Lennar – Rio Del Oro 17-19
 - C. Cresleigh Homes – Plumas Ranch Village 6
 - D. Richmond Homes – Plumas Lake Phase 8A & 8B
 - E. MHP Builders/Legacy – Willowcreek/Riverside Meadows Vill 3
3. Cal-Trans Delinquent Assessments – Tracking & Billing.
4. Maintains and Updates District Website Regularly
5. Implemented the new 2024-2025 Budget and the Amended Budget with Final

Expenses FYE 6/2024

Human Resources:

1. Retirement Updates to accounts.

2. Research Trustee Benefits with ACWA/JPIA
3. Meeting on 6/25/2024 on Workplace Violence Prevention
4. Sent out Training Classes for Workplace Violence and Ethics
5. Set up CPR & First Aid Classes and Respirator Fit Tests for employees
6. Updated the Emergency Binder for new Workman's Comp procedures, forms, and location.

Contract Management:

1. YWA Boundary Grant - Grant Extended
2. TRLIA Goldfields – Maintenance Billing - On-Going
3. Olivehurst Pump Station – Maintenance Billing – On-Going
4. Chestnut Pond Watershed Improvements – Billing – On-Going
5. FSRP Grant – On-Going
6. 2024 FMAP Grant – On-Going
7. YWA Grant – Pump Station 10 River Outfall – On-Going
8. YWA Grant Levee Storm Drain Replacement Unit 5 – On-Going
9. Levee Patrol Rehabilitation Grant – On-Going
10. CDF – Renewal of Contract and Digest of Laws

Regulatory Compliance:

1. Managing PWC-Certified Payroll 100 Projects online with Department of Industrial Relations – On-Going.
2. DIR Implementing New Portal and Procedures. Took Class on line to educate myself on new portal.
3. Lincoln Financial Updating & Managing Retirement Accounts
4. Conflict of Interest report to Yuba County Clerk of the Board of Supervisors.
5. Updating the Employee Handbook with suggestions from ACWA General Liability & Workman's Comp Division.

Contacts:

Veronica Ludwig @ Yuba County – YCDS, Mark Fowler @ Atteberry Searle, Aaron @ Paychex, Jolie Turk @ YC Treasurer, Patrick Soper @ LWA, Joseph Nyguen @ LWA, Jonathan @ Alliant Networking, Jennifer Jensen @ Jensen Smith, Kyle Close – Permit Runner, Veronica Cobian – ACWA, Veronica Gonzalez – KB Homes, and Danielle/Captain Rogers @ CDF.

16. General Manager's Report:

General Manager's Report
August 6, 2024

Administration:

1. Meetings: 06/26 TRLIA Barrier Job Walk – Country Club/Feather Setback area, 06/26 Levee Patrol Road post construction meeting, 07/09 County BOS, 07/11 YWA Pre-Bid site meeting for WPIC gauging stations, 07/15 ACWA JPIA Risk Control Service Plan meeting, 07/22 RD784/YWA Flood Fight Training Pre-Planning, 07/23 DWR DMP Site Meeting, and Rotary.

2. Yuba County Ordinance Code 8.110 Relating to the Feather River Setback Levee for purposes of protecting property, persons, wildlife, environment, and public health and welfare within the setback levee area.
3. Plan Reviews/Impact Fee Program:
 - A. New Residence – 907 Myrna Avenue
 - B. ADU – 1017 Broadway St.
 - C. 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. Updated plans from owner received on 06.03.2024. Pending grading permit approval from the County.

Projects:

1. Yuba College Flood Fight Materials Staging MOU (Final Draft Received)
2. Contingency planning for pump stations (Pump Station tours with Industrial portable pump companies)
3. Pump Station 10 outfall – *In design stages*
4. Horseshoe Levee pipe replacements – *Plans in review with the CVFPB*
5. Horseshoe Tree Removals (Unacceptable USACE inspection items) – *In planning stages*
6. Relief Well #11 repairs in Unit 8: - In plan review stages with the CVFPB.
7. USACE Utility encroachment correction coordination continues.
8. Pump station 7 and 9 Rehabilitations - *Underway*
9. Cenedella Bend Erosion Site Risk Analysis Study - MHM developing the RFQ
10. Pump Station 6 backup generators: Auto start troubleshooting (Resolved)
11. SCADA System Communications
12. West Linda Watershed Drainage Improvements (County of Yuba)

Regulatory Compliance:

1. Weekly Safety Meetings.
2. Monthly spray use report submitted to County.
3. 07/22 Feather River Air Quality Diesel Generator Inspections at Pump Stations 2, 3, 6, and the Shop – No Violations.

Announcements:

1. RD784 - Best Slough/Dry Creek (Horseshoe) USACE Routine Inspection Results Were Received on 07/30/2024.
2. The office will be closed on Monday, September 2 in observance of the Labor Day Holiday.

17. Board Reports:

Brent Haste reported from ACWA/JPIA that their Employee Benefits rate increase for the 2025 year will be 10% for Medical. Dental and Vision will not be affected.

18. Meeting Adjourned:

The Meeting was adjourned at 11:30am.

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