



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: April 4, 2023 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)

**1. Call to Order:** Welcome to the Reclamation District 784 Board of Trustees Meeting.

**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, Jess McLaughlin – RD784 Field Superintendent, Sean Minard – RD784 Engineer, and Jesse Barton - RD784 Attorney.

**2. Open Session:**

**3. Public Communication:** Any person may speak on any topic provided it is within the jurisdiction of 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 Meeting Minutes -**

**5. Approve Checks and Warrants -**

**Discussion Items**

**6. Board to Receive an Update on a Pipe Repair Contract Award for Pump Station 3 –**

**7. Board to Consider Adopting Resolution 2023-04-01 Authorizing the General Manager to Acquire a District Credit Card from Tri-Counties Bank –**

**8. Board to Consider Adopting Resolution 2023-04-02 Declaring a 1/3 Acre Parcel in Plumas Lake Owned by the District as Surplus –**

**9. Board to Receive Information on a Letter of Support Provided to The Senate Natural Resources and Water Committee –**

**10. Board to Receive Information About Upcoming 2023 ACWA Elections and Consider Designating an Authorized Voting Representative –**

**11. Board to Consider Authorizing the G.M. to Donate the District's Portable Light Tower for Use at the 2023 Plumas Lake Community Block Party Event –**

**12. Board to Consider Postponing the July 5th Special Board Meeting Until July 12, 2023 –**

**13. Board to Receive the Monthly Budget Snapshot –**

**14. Field Manager's Report -**

**15. Administrative Assistant's Report -**

**16. General Manager's Report -**

**17. Adjournment**

*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 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.*

Reclamation District 784  
Regular Board Meeting Agenda Briefing  
April 4, 2023

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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:

Discussion Items:

6. Board to Receive an Update on a Pipe Repair Contract Award for Pump Station 3:  
At the March 7, 2023 Board meeting, the Board authorized the G.M. to award a pipe slip lining repair contract to the lowest responsible bidder. No bids were received during the public bid opening meeting that was held at the District office on March 17. MHM reported that bidders became apprehensive about submitting bids at the last minute because of the level of difficulty that would be involved in a particular bid schedule item which required the temporary removal and replacement of a large valve. Public Contract Code 20925, which applies to reclamation districts, authorizes direct contracting if no bids are received. District staff and MHM plan to meet with select contractors in an effort to resolve their concerns and develop a cost and contract.
7. Board to Consider Adopting Resolution 2023-04-01 Authorizing the General Manager to Acquire a District Credit Card From Tri-Counties Bank: Staff is currently in possession of an active credit card that was acquired by the District several years ago through Bank of America for purchasing various materials, supplies, and other services as needed. However, Bank of America requires the primary user to list themselves as the primary guarantor on the account. Staff learned that Tri-Counties Bank offers a business credit card for local government entities, which allows the District, rather than the primary user, to be the guarantor. Upon approval of the

application, TCB will issue a card with a minimum \$35,000 line of credit that will be guaranteed by the District rather than by an individual employee.

8. Board to Consider Adopting Resolution 2023-04-02 Declaring a 1/3 Acre Parcel in Plumas Lake Owned By the District as Surplus: On October 25, staff received an inquiry from a member of the public who is interested in purchasing a 1/3-acre parcel owned by the District located at the southeast corner of River Oaks Blvd. and Heartland Dr. The zoning is currently MDR (Medium Density Residential) according to the Yuba County Planning Department. The District may declare personal and real property as surplus and sell it at market rate if so desired. Before the parcel can be placed on the public market, it must first be offered to other area public agencies. There are 3 storm drain pipes which slightly encroach underneath the northwest corner of the lot, and the establishment of an easement would be necessary if the lot is sold. The remainder of the land serves no specific purpose and requires regular year-round maintenance. (See Handout)
  
9. Board to Receive Information on a Letter of Support Provided to The Senate Natural Resources and Water Committee: On March 9, 2023 staff received a request from the California Central Valley Flood Control Association to provide a letter in support of Senate Bill No. 638. If passed SB 638 will provide the necessary funding for flood control projects throughout the state, levees and special projects in the Sacramento-San Joaquin Delta, multi-benefit flood control projects that benefit fish and wildlife, and dam safety projects. With the consent of Sarb Atwal, staff provided the letter to accommodate the March 17, 2023 submission deadline.
  
10. Board to Receive Information About Upcoming 2023 ACWA Elections and Consider Designating an Authorized Voting Representative: ACWA has launched two separate but concurrent election processes for the 2024-'25 term: the board officers' election for President and Vice President and the region board elections (RD784 is in region 2). Each member agency may decide on an Authorized Voting Representative by June 16, 2023 otherwise, ACWA will authorize the GM to vote by default. The authorized voter will receive an electronic ballot on July 17, 2023. There is also opportunity to become a candidate in either election when the ACWA Call to Candidate Process is sent out later this month. (See Handout)
  
11. Board to Consider Authorizing the G.M. to Donate the District's Portable Light Tower for Use at the 2023 Plumas Lake Community Block Party Event: The block party, a South Yuba County Sunrise Rotary Club service project, is scheduled for Saturday,

August 26, 2023 at Eufay Park in Plumas Lake. Staff would deliver, set up, then return the equipment at the end of the evening.

12. Board to Consider Postponing the July 5 Special Board Meeting Until July 12, 2023:  
The July meeting is currently scheduled as a Special Meeting on Wednesday, July 5, the day after the 4<sup>th</sup> of July Holiday. Staff suggests postponing the meeting until Wednesday, July 12, 2023.

13. Board to Receive the Monthly Budget Snapshot:

**RECLAMATION DISTRICT NO. 784**

**RESOLUTION NO. 2023-04-01**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE RECLAMATION DISTRICT 784  
AUTHORIZING THE GENERAL MANAGER, PATRICK MEAGHER TO RECEIVE A CREDIT CARD**

**WHEREAS**, in the routine transactions of the business with Reclamation District 784, the employees will from time to time need to pay for services rendered or items purchased; and

**WHEREAS**, the Board has approved the issuance to the General Manager, Patrick Meagher and to manage the issuance to others (employees) and;

**WHEREAS**, the total limit of combining all cards is (\$35,000)

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Reclamation District 784 that Patrick Meagher, General Manager is authorized to acquire a credit card, manage, and maintain what will be billed for items and services necessary for the district business.

**PASSED AND ADOPTED** by the Board of Directors of the Reclamation District 784 on April \_\_2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Sarbdeep Atwal, President of the Board of Directors

ATTEST: \_\_\_\_\_

Patrick Meagher, Secretary of the Board of Directors

**RECLAMATION DISTRICT NO. 784  
RESOLUTION NO. 2023-04-02**

**A Resolution of Reclamation District 784 Declaring that Certain Property is  
Surplus Land and Finding that such Declaration is Exempt from  
Environmental Review under the California Environmental Quality Act**

**WHEREAS**, the Surplus Land Act, Government Code §§54220, et seq., defines surplus property as land owned by any local agency that is not necessary for the agency's use; and

**WHEREAS**, staff has completed a review of District-owned property and has identified one site that may not be necessary for the District's use as defined in State law; and,

**WHEREAS**, the site, also known as APN 016-060-037-000 (the "Property"), is located in the Plumas Lake area, and is not being used by the District; and,

**WHEREAS**, the Board of Trustees now desires to declare the Property surplus land and not necessary for District use.

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

Section 1: The Board of Trustees hereby declares the Property to be surplus land and not necessary for the District's use because the Property is not currently being used or planned to be used by the District.

Section 2: The General Manager is hereby directed to send a notice of availability to the entities designated in Government Code § 54222 by electronic mail or first-class mail.

Section 3: This resolution has been reviewed with respect to the applicability of the California Environmental Quality Act (CEQA) and the State CEQA guidelines. It has been determined that the adoption of this resolution will not have a significant environmental impact and is exempt from CEQA pursuant to Section 15061(b)(3) of Title 14 of the California Code of Regulations. It can be seen with certainty that there is no possibility that the declaration of property as surplus may have a significant effect on the environment, as no development is authorized by this resolution, and any future use of the Property will require its own environmental analysis.

Section 4: The General Manager is further authorized to do all things which he deems necessary or proper to effectuate the purposes of this resolution. Such actions include negotiating in good faith in accordance with the requirements of the Surplus Land Act with any of the designated entities that submit a written letter of interest to purchase or lease the Property.

**PASSED AND ADOPTED this 4<sup>th</sup> day of April, 2023 by the following vote:**

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

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Sarbdeep Atwal, President of the Board of Trustees

ATTEST:

\_\_\_\_\_  
Patrick Meagher, Secretary of the Board



## Commercial Credit Card Application

This Application is made to Tri Counties Bank ("Bank", "we/us") for a revolving commercial credit card account. This Application and the following documents (collectively, "Cardholder Documents") will govern the possession and use of a Visa Corporate/Purchasing Credit Card, as the case may be ("Card"), we issue: (i) the card carrier or mailer ("Card Carrier") we send with the Card, except to the extent the Card Carrier is inconsistent with other Cardholder Documents; and (ii) the Business/Corporate/Purchasing Card Agreement and Disclosure.

### Choose the card that fits your needs

Visa Corporate Credit Card    Visa Purchasing Credit Card

### Business Owner

#### What is your role?

President    Sole Proprietors: Married applicants may apply for separate credit    Vice President    Treasurer  
 Partner/Principal    COO    CEO    CFO    General Manager    Managing Member    Other \_\_\_\_\_

#### Name

Patrick

First Name

Meagher

Last Name

#### Address

1594 Broadway St

Olivehurst

City

CA

State

95961

Zip Code

#### Phone

530-742-0520

#### Annual Income

Alimony, child support or separate maintenance income need not be revealed if you do not wish to have it considered as a basis for repaying this obligation.

\$0

#### Date of Birth

May

13

1973

#### SSN

571

- 39

- 3163

#### What percentage of the business do you own?

0

**Legal Business Name**

Reclamation District No. 784

**Business Name on cards (maximum 26 characters)**

Reclamation District 784

**Physical Street Address (no PO Box)**

1594 Broadway St

**Phone**

530-742-0520

Olivehurst

CA

95961

City

State

Zip Code

**Business Details**

**Important Information About Procedures For Opening A New Account:** To help the government fight the funding of terrorism and money laundering activities, Federal law requires all financial institutions to obtain, verify, and record information that identifies each person who opens an account. What this means for you: When you open an account, we will ask for your name, address, date of birth and other information that will allow us to identify you. We may also ask to see your driver's license or other identifying documents.

**Legal Type**

- Sole Proprietor  
  General Partnership  
  Limited Partnership  
  LLC  
  LLP  
 Corporation (S or C)  
  Non-Profit  
  Trust  
  Government Municipality  
  Other

**In business since (year)****Company Tax ID (TIN)****Industry**

Reclamation District

**Annual Revenue**

\$

Which category best describes the industry your business belongs to?

**Annual Net Profit**

\$

**Tax Year****Requested Credit Line**

\$ 35,000.00

**Card Holders**

The business owner entered at the top of this application will always receive a card with 100% of the approved credit line unless other card holders are added here.

Additional Card Holders				
1. Name:				
Address:		City:	State:	Zip:
Email:	Phone:	SSN:	Date of Birth:	Credit Limit:
2. Name:				
Address:		City:	State:	Zip:
Email:	Phone:	SSN:	Date of Birth:	Credit Limit:
3. Name:				
Address:		City:	State:	Zip:
Email:	Phone:	SSN:	Date of Birth:	Credit Limit:
4. Name:				
Address:		City:	State:	Zip:
Email:	Phone:	SSN:	Date of Birth:	Credit Limit:
5. Name:				
Address:		City:	State:	Zip:
Email:	Phone:	SSN:	Date of Birth:	Credit Limit:

## Billing Contact / Commercial Card Administrator

Company hereby designates the person indicated below Administrator as Company's duly authorized representative and Bank's primary point of contact with respect to the Cards and Account. Company agrees that all actions of the Commercial Card Administrator may be relied upon by us as the duly authorized actions of Company. Company may change its designated Commercial Card Administrator or authorize one or more additional Commercial Card Administrators at any time, upon written notice from Company to Bank.

### Name

First Name

Last Name

### Email

Is your billing address the same as your business address?  
 Yes  No

### Billing Type

Individual  Centralized

## Business Tax Returns

We do not need your tax returns at this time. We may request additional documentation after reviewing your application.

## Ownership Information

Please only include individual owners here. If the ownership is part of another business entity (Trust, LLC, Corporation, etc.) please indicate the entity name for that owner.

Additional Owners			
1. Name:	Ownership %:	SSN:	DOB:
Address:	City:	State:	Zip:
2. Name:	Ownership %:	SSN:	DOB:
Address:	City:	State:	Zip:
3. Name:	Ownership %:	SSN:	DOB:
Address:	City:	State:	Zip:
4. Name:	Ownership %:	SSN:	DOB:
Address:	City:	State:	Zip:

## Business Questionnaire

Does this business have an existing business line of credit?

Yes  No

Is the business currently involved in any pending lawsuits?

Yes  No

Will the business be involved with processing internet gambling payments?

Yes  No

Is this a money services related business?

Yes  No

Is this a marijuana-related business?

Yes  No

Does this business own or operate an ATM?

Yes  No

Will the business provide payment processing services for other businesses or third parties?

Yes  No

Will the business sell prepaid access cards or stored value cards?

Yes  No

## Signature

### Checkbox

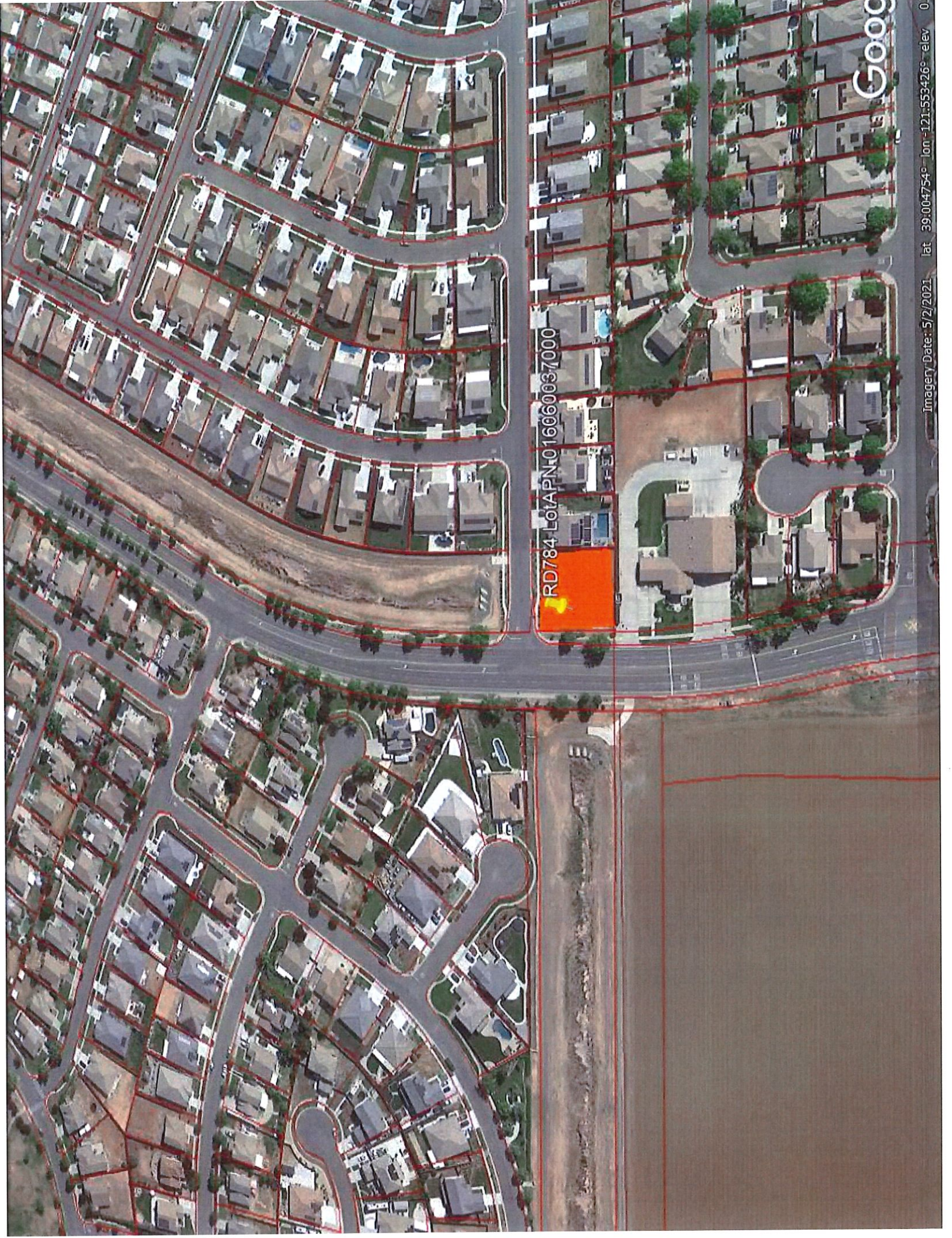
By signing this Application you understand and agree that: 1. You are requesting Bank to open a Commercial Credit Card account ("Account") in the name of Company. 2. You are requesting us to issue credit cards on the Account to the individuals who (a) are identified in the Card Holders section above or (b) are subsequently identified in a writing authenticated by you or any person subsequently authorized by Company to request Cards. Cards will be issued at our sole discretion and will be mailed to Company address on this Application unless you instruct us otherwise. 3. The Cardholder Documents are part of this Agreement. 4. All information provided or to be provided in connection with this Application is true and complete. 5. We and our agents and assignees may contact third parties to verify any information provided in connection with this Application. 6. All information relating to you and/or the Account (including, without limitation, account and application information, purchase and payment activity and balance and status information) may be shared with Company, and with any designated program manager(s) for Company. You should have no expectation that this information will remain private from Company. 7. Your signature below represents your certification that, effective upon the date of this Application, and continuing until termination of the Cardholder Documents and satisfaction of all obligations of Company herein, whichever occurs last, and in addition to any other covenants or representations and warranties made under the Cardholder Documents, Company represents and warrants to Bank as follows: a. You are authorized to (i) apply for and enter into borrowing agreements and obligate Company to repay indebtedness, (ii) designate Cardholders and (iii) complete and execute all documents and agreements required to establish and maintain the Account, including but not limited to any security agreement between Company and us; and b. You have read and agreed to all terms and conditions in the Cardholder Documents.

<b>Business Owner Signature</b>	<b>Date</b>	<b>Co-Borrower's Signature</b>	<b>Date</b>
<b>Print Name</b>	<b>Title</b>	<b>Print Name</b>	<b>Title</b>
Patrick Meagher	General Manager		

**Guarantees: All owner(s), member(s) and/or general partner(s) must complete.  
Attach a separate sheet if necessary.**

To induce Tri Counties Bank ("Bank") to extend and/or continue to extend financial accommodations to the Company identified above, the undersigned, jointly and severally if there is more than one signer (each a "Guarantor"), (i) unconditionally and irrevocably guarantee(s) in my individual capacity (even if I place a title or other description next to my signature) payment in U.S. monies and performance to Bank of any and all present and future amounts owed to Bank, including but not limited to all credit, advances, debts, obligations and liabilities of Company to Bank, under any or all of the Cardholder Documents (as defined above), however arising, whether due or not due, absolute or contingent, liquidated or unliquidated (the "Indebtedness"), as well as any extensions, increases, modifications or renewals of such Indebtedness, (ii) waives notice of acceptance, presentment, demand, protest, notice of nonperformance, and any other notice of any kind whatsoever with respect to the Indebtedness, and lack of promptness does not waive the making of any claim or demand hereunder, (iii) waives notice of the existence, creation or incurring of new or additional Indebtedness, (iv) waives notice of renewal, extension, acceleration, change of payment terms, change or release of security, or release or substitution of any one or more Guarantors, (v) waives any right to require Bank to proceed against Company or any other person or entity, proceed against or exhaust any security held by Company, or pursue any other remedy in Bank's power whatsoever, (vi) agrees there is no right of subrogation (unless all Indebtedness of Company to Bank has been paid in full), and waives any right to enforce any remedy which Bank now has or may hereafter have against Company or any other person or entity, and any benefit of, and any right to participate in, any security now or hereafter held by Bank, (vii) waives the benefit of any statute of limitations affecting liability hereunder or enforcement thereof, (viii) agrees that Bank shall have a lien upon and a right of set off against all moneys, securities, and other property of Guarantor now or hereafter in the possession of or on deposit with Bank, (ix) agrees any Indebtedness now or hereafter owed to Guarantor by Company is hereby subordinated to the Indebtedness of Company to Bank, and (x) agrees to pay all costs incurred by Bank in the enforcement of this Guaranty and/or in collecting any or all of the Indebtedness, including reasonable attorneys' fees. Guarantor hereby agrees that this is a continuing Guaranty relating to any Indebtedness, including that arising under successive transactions which shall either continue the Indebtedness or from time to time renew it after it has been satisfied. If this Application is not approved, then this Guaranty shall have no force or effect. Guarantor agrees to indemnify Bank and hold Bank harmless against all obligations, demands, claims, and liabilities claimed or asserted by any other party and against all losses in any way suffered, incurred, or paid by Bank as a result of or in any way arising out of, following, or consequential to transactions with Company whether under the Cardholder Documents, or otherwise.

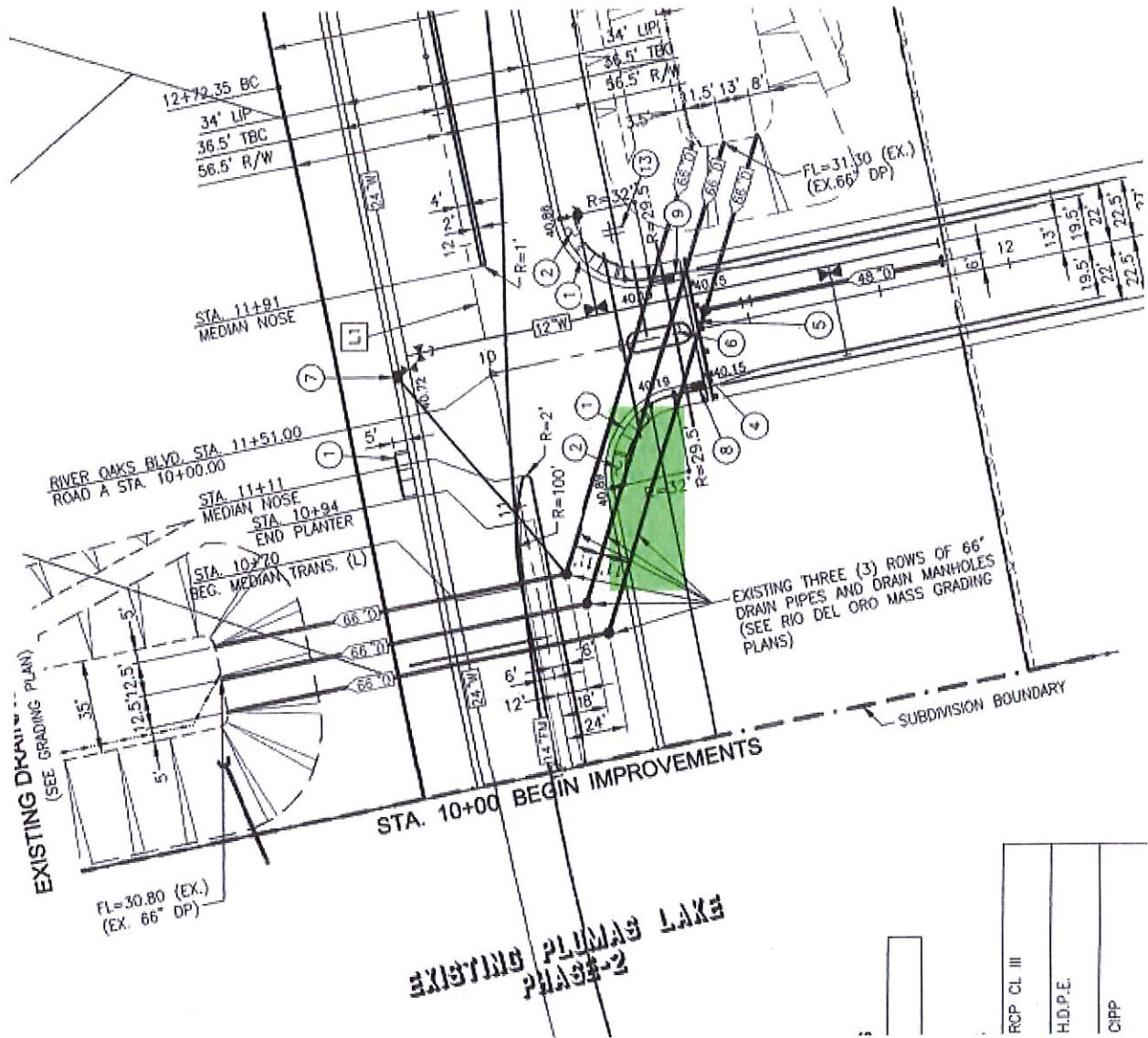
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Print Name:	Date:	Print Name:	Date:
Signature:		Signature:	
Print Name:	Date:	Print Name:	Date:

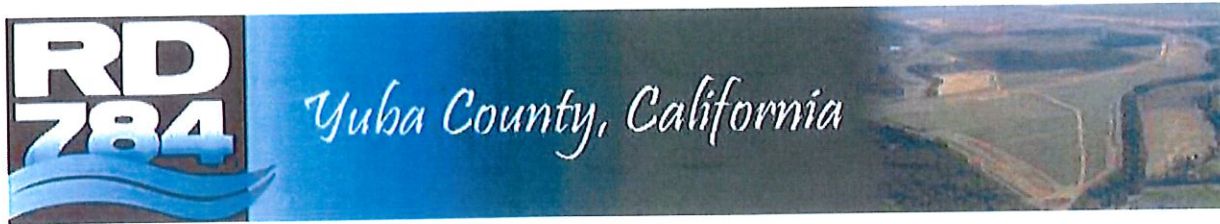


RD784 Lot/APN: 016060037000

Google

RD784 Parcel at the Southeast Corner of River Oaks Blvd. and Heartland Drive, Plumas Lake





March 11, 2023

The Honorable Dave Min, Chair  
Senate Natural Resources & Water Committee  
1021 O Street, Suite 6710  
Sacramento, California 95814-4900

RE: Senate Bill No. 638—Support

Dear Senator Min:

I am writing on behalf of Reclamation District No. 784 to express support for SB 638 by Senators Eggman and Niello, relating to flood protection and climate resiliency programs.

RD784 was established in May 1908, and operates under the authority of the State of California's Central Valley Flood Protection Board and the Department of Water Resources. RD784 covers approximately 40,676 acres including 33.59 miles of levees, more than 60 miles of internal drainage canals, and ten pumping stations.

Climate change is impacting California in unprecedented ways that threaten jobs and economic security, the safety of our communities, and cultural and natural resources. A series of atmospheric river and arctic storms impacted California at the end of 2022 and beginning of 2023 with rounds of heavy rain and mountain snow that caused flooding and mudslides with each passing storm. Surging water levels on local rivers and streams led to loss of life and property damage in both areas protected by levees and unprotected areas. State, regional, and local highways and roads were inundated and impassable. Rising waters tested levee systems in urban areas, breached levees in rural areas, and caused rivers and streams to overflow their banks throughout the state.

State and local funding for flood control facility operations and maintenance, as well as flood control system improvements, remain well below the total projected costs necessary to protect lives and property and the natural environment. The Newsom Administration's 2022 Update to the Central Valley Flood Protection Plan calls for about \$2.5 billion of State investment every decade for the next 30 years in the facilities of the State Plan of Flood Control. The Conservation Strategy in the Central Valley Flood Protection Plan calls for greater investment in floodplain and habitat restoration. Urban areas outside of the Central Valley need flood protection improvements.

1594 Broadway St. Arboga, CA 95961 Office: 530-742-0520 Fax: 530-742-3021 Website: [www.rd784.org](http://www.rd784.org)

SB 638 will provide the necessary funding for flood control projects throughout the state, levees and special projects in the Sacramento-San Joaquin Delta, multi-benefit flood control projects that benefit fish and wildlife, and dam safety projects. The last comprehensive state general obligation bond focused on flood control projects was Proposition 1E in 2006. It is time to fund the State share of much-needed investments. Mitigating the effects of climate change demand action. SB638 is necessary to protect lives, property, and the environment, while making our state more resilient to climate change impacts.

Reclamation District No. 784 respectfully requests your support for SB 638.

Sincerely,



Patrick Meagher, General Manager  
Reclamation District No. 784

Cc: The Honorable Susan Talamantes Eggman  
The Honorable Roger Niello

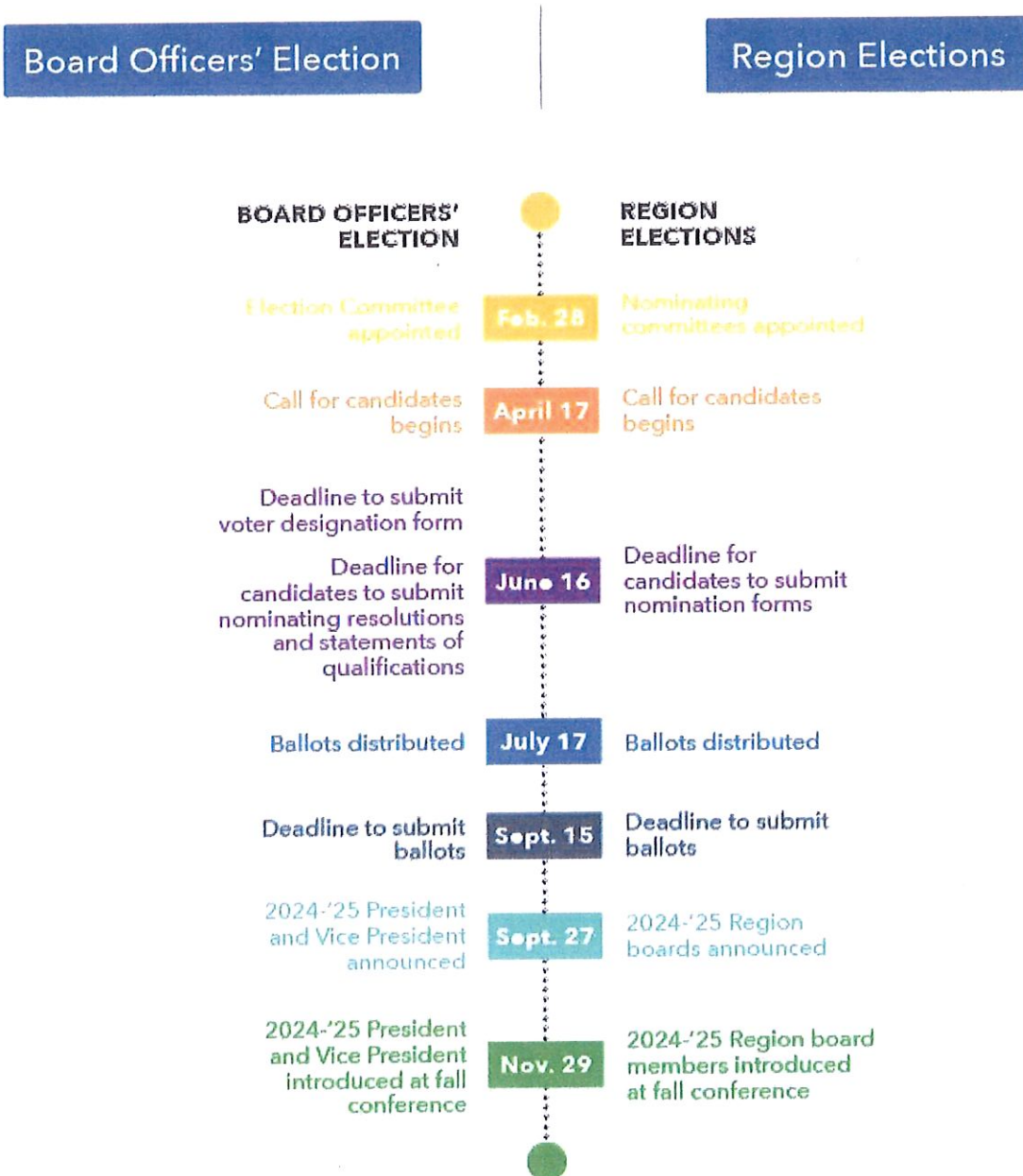
RD784 Board of Trustees





# 2023 ACWA ELECTIONS

ACWA has launched two separate but concurrent election processes for the 2024-'25 term: the Board officers' election for President and Vice President and the region board elections. Starting this year, as a result of bylaw changes approved by the membership in 2022, ACWA has initiated new processes for ACWA members to elect the President and Vice President. In addition, some of the region election deadlines have changed. To learn more about each election and about the changes, click on the buttons below.





# 2023 ACWA ELECTIONS AUTHORIZED VOTING REPRESENTATIVE FORM

ACWA has launched two separate but concurrent election processes for the 2024-'25 term: the board officers' election for President and Vice President and the region board elections. **In order to vote for the board officers, each member agency must designate one voting representative by June 16.** To designate your agency's one voter, submit this Authorized Voting Representative Form by the June deadline. If you do not designate a representative to vote by the deadline, your agency's General Manager will be the authorized voter by default. Authorized voters will receive an electronic ballot on July 17. For more information about ACWA's elections, visit [www.acwa.com/elections](http://www.acwa.com/elections).

**The person designated below will cast our agency's vote for the election of ACWA's President and Vice President for the 2024-'25 term in the upcoming election.**

Member Agency's Name		Agency's Phone No.
Authorized Voting Representative's Name	Authorized Voting Representative's Email	Authorized Voting Representative's Phone No.

Our member agency would like to cast a paper ballot by U.S. mail instead of voting electronically.

*Please provide the mailing address below only if you are voting by mail.*

Mailing Address	City, State and Zip
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Print Name of Member Agency's Authorized Signatory

X

Authorized Signatory Signature

Date

**SAVE & SUBMIT**

## SUBMIT YOUR FORM

**To:** Donna Pangborn, Senior Clerk of the Board  
**Email:** [donnap@acwa.com](mailto:donnap@acwa.com)  
**Mail:** 980 9th Street, Suite 1000, Sacramento, CA 95814

**SUBMISSION DEADLINE  
JUNE 16, 2023**

**From:** David Eggerton <Dave.Eggerton@acwa.com>  
**Sent:** Wednesday, March 15, 2023 12:30 PM  
**To:** Donna Pangborn  
**Subject:** ACWA 2023 BOARD OFFICERS' ELECTION - Authorized Voting Representative Form

**Importance:** High

## MEMORANDUM

**TO:** ACWA Member Agency Leadership  
*(sent via email)*

**CC:** ACWA Board of Directors

**FROM:** ACWA Executive Director

**DATE:** March 15, 2023

**SUBJECT:** ACWA 2023 BOARD OFFICERS' ELECTION – Authorized Voting Representative Form

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ACWA has launched two separate but concurrent election processes for the 2024-'25 term: the Board officers' election for President and Vice President and the region board elections. **This memo provides a summary of the Board officers' election process, including key dates and changes being implemented this year.**

The biggest change to the election process is that voting will no longer take place during conference. Instead, voting will take place electronically July 17 - Sept. 15. Ballots will be distributed July 17 and include all qualified candidates, in addition to the Election Committee's preferred candidates. All candidates will also be listed on the ACWA website and invited to participate in a town hall style webinar in which members can ask the candidates questions.

Each member agency in good standing may vote in the election for President and Vice President. **Member agencies must designate the agency's one voting representative by submitting an Authorized Voting Representative Form to [donna@acwa.com](mailto:donna@acwa.com) by June 16. The form is available [online](#).**

ACWA will be using a web-based online voting system called Simply Voting, which will independently tabulate the votes and provide verified results in a timely manner while keeping individual votes confidential. Designating your agency's voting representative is an important step to ensure the ballot is sent to the correct person.

### Important Officers Election Dates

- Call for candidates begins: **Monday, April 17**
- Deadline to submit Authorized Voting Representative Forms: **Friday, June 16**
- Deadline to submit candidate nominations: **Friday, June 16**

- Election begins: **Monday, July 17**
  - Authorized voting representatives who are voting electronically will receive an email from Simply Voting with a link to the ballot for President and Vice President.
  - Authorized voting representatives who have requested a paper ballot will be sent a ballot by first class mail to their member agency's address.
- Deadline to submit ballots: **Friday, September 15**
- Announcement of ACWA President and Vice President for 2024-'25 term: **September 27**
- Introduction of ACWA President and Vice President at fall conference: **November 29**

For more details about the election process, please visit [www.acwa.com/elections](http://www.acwa.com/elections). Additional questions can be directed to ACWA Senior Clerk of the Board Donna Pangborn at 916-669-2425 or [donna@acwa.com](mailto:donna@acwa.com).

## **Dave Eggerton**

Executive Director

Association of California Water Agencies

916.441.4545 | [DaveE@acwa.com](mailto:DaveE@acwa.com) | [www.acwa.com](http://www.acwa.com)



Maintenance and Projects CompletedUnit 1

1. Pre-Storm checks around all urban levee units.
2. LM 0.00 debris removal.
3. Removal and cleanup of illegal campers under Hwy 70 bridge. (x2)
4. Levee patrol (Tuesday 3-14-2023, Wednesday 3-15-2023).
5. LM 2.22 vegetation abatement.

Unit 2A

1. Pre-Storm checks around all urban levee units.
2. Riverside W/S gate lock replaced due to being cut.
3. PS 9 vegetation abatement (Island Road).

Unit 2B

1. Pump Station #2
  - Backup generator exercised on 3/06 and 3/20.
  - Daily check of oilers while pumping.
  - Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
  - Trash rack debris removal.
2. Pre-Storm checks around all urban levee units.
3. Levee patrol (Tuesday 3-14-2023, Wednesday 3-15-2023).

Unit 3A

1. PS #6
  - Backup generators exercised on 3/06 and 3/20.
  - Daily check of oilers while pumping.
  - Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
  - Trash rack debris removal.
2. Pre-Storm checks around all urban levee units.
3. Levee patrol (Tuesday 3-14-2023, Wednesday 3-15-2023).

Unit 4

1. Pre-Storm checks around all urban levee units.
2. Unit 4 inspection of cracks. (Looks good)
3. Levee patrol (Tuesday 3-14-2023, Wednesday 3-15-2023).
4. Olivehurst Pump Station mowing of service road.
5. Paint gates at LM 3.60, 5.50 and 5.60.

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

1. Pre-Storm checks around all rural levee units and checked all waterside flap gates.
2. Levee patrol (Tuesday 3-14-2023, Wednesday 3-15-2023).

### Unit 7

1. Pre-Storm checks around all urban levee units.
2. Levee patrol (Tuesday 3-14-2023, Wednesday 3-15-2023).
3. LM 1.00-3.80 mowing of crowns.
4. LM 0.00 vegetation abatement of gates.

### Unit 8

1. Pre-Storm checks around all urban levee units.
2. Levee patrol (Tuesday 3-14-2023, Wednesday 3-15-2023).
3. Paint gate at Road 512.

### Unit 9

1. Pump Station #3
  - The backup diesel generator was exercised on 3/06 and 3/20.
  - Daily check of oilers while pumping.
  - Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
  - Trash rack debris removal.
2. Pre-Storm checks around all urban levee units.
3. LM 4.00 Country Club gate painting.
4. LM 4.00 pothole repair L/S at public entrance.
5. Paint gates at Star Bend (2 gates)

### Goldfields

1. Pre-Storm checks around all urban levee units.
2. Levee patrol (Tuesday 3-14-2023, Wednesday 3-15-2023).

### Drainage Laterals and Detention Basins

1. Daily storm maintenance on all laterals, ditches, Basins, and canals. This consists of regular inspection of all culverts, trash racks and paths of travel throughout the district. All debris is cleared as needed to maintain water flow.
2. Lateral 15/17 culvert cleaning.
3. PS 5 vegetation abatement.
4. PS 7 vegetation abatement.
5. Lateral 15 (S) mowing of flats.
6. Lateral 16 mowing of service road.
7. Lateral 16 vegetation abatement.
8. Lateral 9, 10 and 11 culvert inspection and clearing of debris as needed.

9. Pond 16, 18 and 20 culverts daily inspection and clearing of any debris to keep water flowing. Very active beaver area throughout the ponds.
10. Ella basin monitoring for preemptive pumping.
11. Island Basin monitoring for preemptive pumping.
12. Ella basin burning of brush piles.
13. Ella Basin service road mowing.
14. Wheeler basin service road mowing.
15. River Oaks Detention basin trash rack cleaning.
16. Lateral 16 culvert clearing of debris.
17. Pond 16 Miki gate culvert clearing.
18. Algodon canal at Feather River Blvd trash rack cleaning.
19. PS 9 weed eating in and around pump station.
20. Mall ditch has been monitored for flow and cleared of all debris during weather events. (Multiple times)
21. Chestnut PS 7 debris removal behind block line.

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

1. Shop generator was exercised on 3/06 and 3/20.
2. Deep cleaning of the Shop, office, and equipment to further prevent any potential exposure to COVID-19.
3. Yuba College Conex air exchange.
4. Service shop compressor and portable air compressor.
5. Change out of the board room toilet.
6. Service ATV trailer.
7. Service grout machine and trailer.
8. 2017 service truck front brake repair.
9. Drop off international water truck at Riverside International for service recall to reprogram cpu.

#### Safety / Training

1. Administered weekly safety meetings and misc. SDS sheet reviews.
2. COVID Protection Plan training.
3. EEO safety training.
4. First aid inventory completed and ordered.

#### 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. Prepare and ready mower for mowing days. (Clean, grease and check for leaks)
3. PS 2, PS 3, PS 6 and OPS slide gates have been shut due to high water elevations.
4. All district locks have been lubed.
5. Relief well logging twice weekly.
6. HMBP inspection of facilities and paperwork. (Passed)

# Administrative Assistant Monthly Report

April 4, 2023

## 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 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. Audit Preparation and Meetings with Accountant and Calls with Auditor.

## Clerical/Office:

1. Impact Fees & Plan Check Fees
  - A. Lennar – Northpointe Village 2
  - B. Five Star Properties – 1117 and 1125 Vine Ave A
  - C. 5841 Garden Ave – Nan Lin
2. Permit Clearance Request Sign Offs
  - A. Lennar – River Oaks North Village 2
  - B. Cresleigh Homes – Meadows 2
  - C. KB Homes – Cobblestone Phase 7
  - D. Richmond Homes – Thoroughbred Acres
4. Sage Master Builder Upgrade Meeting for Implementation – Andrea Chapman

## Human Resources:

1. GSRMA Application – RMAP Program – Awaiting award of reimbursement.
2. Lincoln Financial Benefit Contributions – Sam Santillan awaiting application paperwork.

## Contract Management:

1. 2022-2023 FMAP Grant – On-Going
2. YWA/DWR IRWMP Grant – On-Going
3. TRLIA Goldfields – Maintenance Billing - On-Going
4. Olivehurst Pump Station – Maintenance Billing – On-Going
5. Chestnut Pond Watershed Improvements – Billing – On-Going

## Regulatory Compliance:

1. Managing PWC 100 Projects
2. State Controller's Office – Government Compensation Report – Research & Compile – Submission in April 2023.
3. Prevailing Wage Labor Compliance Seminar – Zoom Online – March 30, 2023
4. Notarized and Filed Liens with the County on Delinquent Assessments.

## Contacts:

Gracey Copelin @ Yuba County – YCDS, Mark Fowler @ Atteberry Searle, Elisa @ Paychex, Jesse Barton @ Gallery & Barton, Jolie Turk @ YC Treasurer, Jason Little @ DWR, Patrick Soper @ LWA, Eric @ Alliant Networking, Jennifer Jensen @ Auditor's, Kyle Close – Permit Runner, Russ Powell @ EPS, and Andrea Chapman – Sage/Master Builder.



**Administration:**

1. Meetings: 02/24 CVFPB meeting, 02/27 Plumas Lake Interchange Pre-Planning Meeting, 03/02 DWR LMA Coordination, 03/07 RD784 and TRLIA Board meetings, 03/09 B of A account meeting, 03/15 CCVFCA meeting, 03/22 CVFPB Coordinating Committee meeting, 03/23 Vector Solutions Training, 03/24 CVFPB meeting, 03/27 FR RFMP Steering Committee, Weekly Flood/Weather Awareness Meetings, Staff Meetings, and Rotary.
2. Approved employee time off requests and task scheduling.
3. Plan Reviews/Impact Fee Program:
  - A. Avondale Self-Storage - 5958 Avondale Avenue.
  - B. Manufactured Home – 5841 Garden Avenue.
  - C. Northpointe Village II - *Lennar*
  - D. Trull RV & Boat Storage – 4131 Hazel St. – MHM completed 2<sup>nd</sup> review, new comments for outstanding items were forwarded to owner on February 22, 2023. The owner provided a response to MHM second comments on March 27, 2023.
  - E. TRLIA Climate Resiliency Project:
    - 65% Design of Feather/Lower Bear (GEI)
    - 65% Design of WPIC Wind Wave Buffer (GEI)
    - 90% Design of Yuba, WPIC, Upper Bear, and Goldfields (HDR)

**Projects:**

1. Reviewed updated YSEDC Comprehensive Economic Development Strategy draft documents for 2023.
2. Assisted staff and LWA with Notice of Liens for Delinquent Assessments.
3. Grant application preparation for future Pump Station 7 improvements.
4. TRLIA/RD784 land transfers - Working on Cal-Trans Detention Basin and Bear River Levee North and South Ponds.
5. Lindhurst Avenue/ Chestnut Pond drainage improvements (County Project).
6. Urban levee boundary adjustments – MHM/Yuba LAFCO (Application in review with LAFCO).
7. USACE SWIF – Draft in review with CVFPB staff.
8. Utility encroachment correction coordination continues.

**Regulatory Compliance:**

1. Levee patrols completed on 3/14 and 3/15 during monitor stages along units 1, 3A, 3B, 4, 5, 6, 7, 8, and Goldfields 200-yr. levee.
2. Annual Hazardous Materials Best Practices inspection completed by Yuba County Environmental Health at Pump Stations 2, 3, 6, and the shop. Site inspections were conducted, and compliance paperwork was checked. There were no violations noted at any District locations.
3. 03/14 Qualified Applicator Certificate continued education webinar (3 Hours of CE Credit)
4. Monthly pesticide spray use report submitted on-line to the County.
5. Weekly Safety Meetings.

**Announcements/Updates:**

1. Bank of America checking account signator list finalized - *Trustee B. Hastey now authorized to sign checks.*

**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:** March 7, 2023 **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.	10:02am	10:57am	55 Min

**1. Call to Order**

**A. Roll Call: Board President – Sarbdeep Atwal- Present, Trustee - Joe Danna - Present, 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 - Jess McLaughlin - Absent, 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: 5 Ayes (Atwal, Danna, Read, Hastey, and Hastey), 0 Nays, 0 Absent, 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: 5 Ayes (Atwal, Danna, Read, Hastey, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

**6. Board to Consider Authorizing the GM to be added as a Signator on a YWA Atmospheric River Control Spillway Coalition Support Letter to Governor Newsom –**

Brent Hastey moved to approve that the GM be added as a Signator on the YWA Atmospheric River Control Spillway Coalition Support Letter to Governor Newsom. Jared Hastey seconded the motion. Motion Carried. **Vote: 5 Ayes (Atwal, Danna, Read, Hastey, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

**7. Board to Consider Authorizing the GM to Sign a Grant Letter of Support for Yuba County to Develop a Climate Adaption – Project Level Capital Improvement Plan –**

Brent Hastey moved to approve that the GM be authorized to sign a Grant Letter of Support for Yuba County to develop a Climate Adaption – Project Level Capital Improvement Plan. Jared Hastey seconded the motion. Motion Carried. **Vote: 5 Ayes (Atwal, Danna, Read, Hastey, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

**Persons Attending**

1. Sarbdeep Atwal – RD784 Board President
2. David Read – RD784 Board Vice-President
3. Joe Danna – RD784 Board Trustee
4. Jared Hastey – RD784 Board Trustee
5. Brent Hastey – RD784 Board Trustee
6. Patrick Meagher – RD784 Board Secretary
7. Kimberly Ford – RD784 Board Deputy Secretary
8. Jesse Barton – RD784 Attorney
9. Sean Minard - RD784 Engineer
10. Rick Brown – Retired Board President

**Items for Discussion and Possible Actions:**

**8. Board to Recognize Rick Brown for his Many Years of Service on the Board –**  
The Board honored Mr. Rick Brown for his over 21 years of dedication and service with a plaque presented by the General Manager, Patrick Meagher.

**9. Board to Consider Approving an MHM, Inc., Proposal for Completing a LOMR Study and Modeling Updates –**  
MHM is working with MBK engineers on an updated LOMR (Letter of Map Revision) for interior drainage basins A, B, and C as part of a FEMA accreditation project which will be mostly funded by TRLIA through a DWR grant. The RD784 2011 Nexus Study allocates up to \$265,000 (in 2011 dollars) for all 3 drainage basins combined to cover this expense. The District’s share of cost out of a total project budget of \$105,000 is \$53,540 and will be covered by expending collected impact fees from each of the 3 basin funds in the prescribed manner as outlined in the Nexus Study. Jared Hastey moved to approve the proposal. Joe Danna seconded the motion. Motion Carried. **Vote: 5 Ayes (Atwal, Danna, Read, Hastey, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

**10. Board to Receive Information on a Letter of Support Provided to the City of Yuba City for a Grant Application –**  
On February 2, 2023, staff from the City of Yuba City requested a letter of support from the District for a Cal Recycle Illegal Disposal Site Abatement grant application. If awarded, the grant will provide clean-up activities along the east side of the Feather River adjacent to the City of Yuba City owned sewer disposal ponds, which are within the Sutter County boundaries. With the consent of Sarbdeep Atwal, staff provided the letter in order to meet timeline needs of the City.

**11. Board to Consider Authorizing the GM to Award a Pipe Repair Contract for Pump Station No. 3 –**

Background: Staff explained at the April 5, 2022 Board meeting that the 2020 urban pipe inspection report revealed one major defect in discharge line #3 at pump station #3. The defect was identified as a *joint separation medium* and should be repaired as soon as practical. Regardless of the discovery, the pump station has continued to remain in full operation. At the September 6, 2022 Board meeting, a technical memo from MHM was presented to the Board which included a recommendation to slip line the pipe to resolve the defect rather than excavating and removing a section of pipe from the levee. An authorization letter to proceed with the repairs was also received from the CVFPB. Sealed bids will be received at the RD784 office by 2:30 PM on Friday, March 17<sup>th</sup> when bids will be publicly-opened and read aloud. The engineer's estimated cost is approximately \$215,000 and will be funded by the 2022-23 DWR Flood Maintenance Assistance Program (FMAP) grant program. Staff requests authorization to award a contract to the lowest responsible bidder for up to the maximum \$218,900 budget amount allocated in the FMAP grant for this item, contingent upon review and recommendation of the District engineer, and after the 7-day bid protest period ends. Brent Hastey moved to raise an allowable acceptance of bid to \$250K. Jared Hastey seconded the motion. Motion Carried. **Vote: 5 Ayes (Atwal, Danna, Read, Hastey, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

***12. Board to Receive Relief Well Pump Testing Bids and Consider Awarding a Contract –***

MHM conducted the bid process for Relief Well testing and rehabilitation. DWR and the USACE require that the 78 relief wells located along the Feather River and Bear River Setback levees are tested every five years. Sealed bids were received and publicly read aloud at the District office at 3:00 PM on February 17, 2023. Staff recommends awarding the contract to Nor-Cal Pump and Well Drilling in the amount of \$298,500 as lowest responsible bidder and after the 7-day bid protest period ends. The project will be funded by the DWR 2022-23 FMAP Grant funds. Jared Hastey moved to award Nor-Cal Pump and Well Drilling the contract. David Read seconded the motion. Motion Carried. **Vote: 5 Ayes (Atwal, Danna, Read, Hastey, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

***13. Board to Consider Appointing a Trustee to the TRLIA Board of Directors –***

The Directors of the Three Rivers Levee Improvement Authority shall be comprised of 5 trustees including two members of the Yuba County Board of Supervisors, two members of the Governing Board of RD784, and one at-large member. Staff requested the Board to appoint a trustee to fill one vacancy to serve on the TRLIA Board. Jared Hastey moved to adopt Resolution 2023-03-01 designating Brent Hastey as the District-designated member of the Board of Directors of the Authority to fill the vacancy created by the resignation of Rick Brown. Joe Danna seconded the motion. Motion Carried. **Vote: 5 Ayes (Atwal, Danna, Read, Hastey, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

***14. Board to Receive the Monthly Budget Snapshot –***

The Board was presented with the Monthly Budget Snapshot for February 2023.

***15. Public Employee Evaluation and Consider Compensation Increase – General Manager –***

The General Manager's 3-year anniversary was on January 1, 2023. The GM requested the Board to evaluate performance. The last compensation increase was awarded at the March 1, 2022 Board meeting. Brent Hastey moved to increase the General Manager's

pay to 132K annually. Jared Hastey seconded the motion. Motion Carried. **Vote: 5 Ayes (Atwal, Danna, Read, Hastey, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

Maintenance and Projects CompletedUnit 1

1. Pre-Storm checks around all urban levee units.
2. LM 2.00 crown, sign-post welding.
3. LM 0.5 debris pick up.
4. LM 0.00 L/S slope repair, jute net placed and reseeded. (Due to foot traffic)
5. LM 0.50 tree branch removal and disposal from L/S slope.
6. LM 2.00 painted block line graffiti.
7. LM L/S 0.50 debris removal.

Unit 2A

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

Unit 2B

1. Pump Station #2
  - Backup generator exercised on 2/06 and 2/20.
  - Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
  - Trash rack debris removal.
  - Outfall service road repair of large sinkhole.
2. Pre-Storm checks around all urban levee units.
3. Repair potholes with A/B gravel throughout unit.

Unit 3A

1. PS #6
  - Backup generators exercised on 2/06 and 2/20.
  - Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
2. Pre-Storm checks around all urban levee units.
3. Trash rack cleaning.
4. L/S and W/S LM 3.2 UPRR signal poles removed, backfilled, and compacted.
5. L/S LM 3.00 pump station signage updating due to weather.
6. Spraying crowns West of highway and PS 6 turnaround.
7. W/S and L/S placement of no motorized vehicular traffic signs due to motorcycles and/or quads.
8. Deliver and set blocks at PS 6 due to motorcycle tracks on L/S and W/S slopes.
9. LM 3.80 WS – Removed and hauled fallen oak tree.
10. Paddle markers cleaned and/or repaired.

#### Unit 4

1. Pre-Storm checks around all urban levee units.
2. L/S flats adjacent to Algodon prep work for future block line delivery and placement.

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

1. Pre-Storm checks around all rural levee units and checked all waterside flap gates.
2. Unit 5/ LM 0.00 Unit 3B L/S upper flat removal of fence poles (railroad ties), backfill and compaction of holes.
3. Unit 3B LM 2.90 W/S service rd. repair of rutting.

#### Unit 7

1. Paddle markers cleaned and/or repaired.
2. LM 3.91 gate tab repair.

#### Unit 8

1. Pre-Storm checks around all urban levee units.
2. LS service road pothole repair with A/B gravel.
3. Landside ramp rutting due to storm repaired throughout unit.
4. L/S V ditch service rd. spraying of pre-emergent.
5. Paddle markers cleaned and/or repaired.

#### Unit 9

1. Pump Station #3
  - The backup diesel generator was exercised on 02/06 and 02/20.
  - Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
2. Pre-Storm checks around all urban levee units.
3. Repair potholes with A/B gravel throughout unit.
4. LM 0.30 block set for cut fence.
5. LM 2.00-2.50 Grouting of squirrel holes.
6. Debris pickup and haul off (Couch).
7. Ella Ave welding repair lock tab on gate.

#### Goldfields

1. Pre-Storm checks around all urban levee units.
2. Paddle markers cleaned and/or repaired.

#### Drainage Laterals and Detention Basins

1. Country Cub graffiti painting of blocks.
2. Mall ditch cleanup.
3. Pond 20 manhole inspection for beaver intrusion (good).
4. Lateral 20 tree removal.

5. Pond 16 Mickeys gate (S) beaver dam removal.
6. Ella Ave. detention Basin block line vegetation abatement.
7. Ella Ave. detention Basin (E) gate block setting to prevent illegal dumping.  
(Approved by Josh Appelt YCPW Superintendent.)
8. Country Club W/S gate welding repair.
9. Lat. 13 cleanup at Plumas Lake Golf Course.
10. Lat. 13-wheeler basin trash rack cleanup.

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

- Shop generator was exercised on 02/06 and 02/20.
1. Deep cleaning of the Shop, office, and equipment to further prevent any potential exposure to COVID-19.
  2. Blue dump trailer tire repair at Les Schwab.
  3. David Nakao servicing of both New Holland tractors.
  4. Gridley Ford repair 2017 service. (charcoal canister replacement.)
  5. Sprayer prep, cleaning and test run with water.
  6. Board room toilet replacement.
  7. Front tire on JD backhoe repaired by Les Schwab.

#### 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. Yuba College Regional Flood Fight Coalition storage area mowing, vegetation abatement, and air exchange.
3. Sonitrol completion of installation of security upgrades PS 10, PS 2 and the College Conex boxes.
4. Office deck grate painting and reseal.
5. Lubricate district locks (All)
6. Valley Power replaced batteries for gensets at the Shop, PS 2 and PS 6.
7. FRAQMD inspection completed. (Pass)
8. A/B gravel placement unit 8 v ditch service road, PS 5 driveway, unit 7 LM 0.00 entrance and lower gate.



*Administrative Assistant's Report:*

## **Administrative Assistant Monthly Report**

**March 7, 2023**

### **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. Board Packets – Monthly Board Meeting – Assembling and Attendance
8. Reimbursement Program for Developers and TRLIA - Tracking and Meetings
9. QuickBooks Assessment Tracking Transition – Ongoing
10. Audit Preparation and Meetings with Accountant and Calls with Auditor.
11. Sage/Master Builder – Payroll Close-out with Andrea Chapman.

### **Clerical/Office:**

1. Impact Fees & Plan Check Fees
  - A. Lennar – Northpointe Village 2
  - B. Joaquin Bermudez – 5707 Riverside Ave
2. Permit Clearance Request Sign Offs
  - A. Lennar – River Oaks North Village 2
  - B. Cresleigh Homes – Woodside Village 2A
3. Linda Fire Land Lease - Payment Received
4. Retirement Plaque – Rick Brown
5. Email and Payroll Set up for New Trustee – Brent Hastey

### **Human Resources:**

1. GSRMA Application – RMAP Program – Submitted February 2023
2. Lincoln Financial Benefit Contributions

### **Contract Management:**

1. 2021-2022 FMAP Grant – Submitted February 2023
2. 2022-2023 FMAP Grant – On-Going
3. YWA/DWR IRWMP Grant – On-Going
4. TRLIA Goldfields – Maintenance Billing - On-Going
5. Olivehurst Pump Station – Maintenance Billing – On-Going
6. Chestnut Pond Watershed Improvements – Billing – On-Going

### **Regulatory Compliance:**

1. Managing PWC 100 projects
2. State Controller's Office – Government Compensation Report – Research & Compile

### **Contacts:**

Angela Yanez @ Yuba County – YCDS, Mark Fowler @ Atteberry Searle, Elisa @ Paychex, Jesse Barton @ Gallery & Barton, Sean Minard @ MHM, Jolie Turk @ YC

Treasurer, Jason Little @ DWR, Steve Wood @ GSRMA, Patrick Soper @ LWA, Eric @ Alliant Networking, Jennifer Jensen @ Auditor's, Kyle Close – Permit Runner, Russ Powell @ EPS, and Andrea Chapman – Sage/Master Builder.

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

General Manager's Report

March 7, 2023

### **Administration:**

1. Meetings: 02/01 Utility Pole relocation permitting discussion, 02/02 Downey Brand 2023 Employment Law Webinar, 02/07 RD784 and TRLIA Board meetings, 02/09 Goldfields Multi-Benefit Project Charette, 02/09 ACWA Leadership Listening Session, 02/13 RFMP Steering Committee, 02/15 YSEDC meeting, 02/15 IRWMP meeting, Staff meetings, and Rotary.
2. Approved employee time off requests and task scheduling.
3. Plan Reviews/Impact Fee Program:
  - A. Home Addition at 5707 Riverside Avenue
  - B. Avondale Self-Storage - 5958 Avondale Avenue
  - C. Trull RV & Boat Storage – 4131 Hazel St. – MHM completed 2<sup>nd</sup> review, new comments for outstanding items to address forwarded to owner.
  - D. TRLIA Climate Resiliency Project:
    - 65% Design of Feather/Lower Bear (GEI)
    - 65% Design of WPIC Wind Wave Buffer (GEI)
    - 90% Design of Yuba, WPIC, Upper Bear, and Goldfields (HDR)

### **Projects:**

1. 2022-23 DWR Flood Maintenance Assistance Program (FMAP) Grant - *Executed Agreement Received on 01/31.*
2. Reviewed updated YSEDC Comprehensive Economic Development Strategy draft documents for 2023.
3. 02.22 YWA interview to showcase local levee/reclamation districts including RD784 to increase public awareness on how levees in the region are managed and to highlight work being done to reduce flood risk in Yuba County.
4. Grant application preparation for future Pump Station 7 improvements.
5. TRLIA/RD784 land transfers - Working on Cal-Trans Detention Basin and Bear River Levee North and South Ponds.
6. TRLIA/RD784 pump station 3, 6, & 10 amended reimbursement agreement (Executed).
7. Lindhurst Avenue/ Chestnut Pond drainage improvements (County Project).
8. Sonitrol Security upgrades at Pump Stations (Completed).

9. Urban levee boundary adjustments – MHM/Yuba LAFCO (Application submitted to LAFCO).
10. USACE SWIF – Draft in review with CVFPB staff.
11. Utility encroachment corrections – Item 0070 (Railroad encroachment) removed in Unit 3A.

**Regulatory Compliance:**

1. Monthly pesticide spray use report submitted on-line to the County.
2. Weekly Safety Meetings.

**Announcements/Updates:**

1. Bank of America checking account Signator list to be updated.

**Meeting Adjourned:**

***The meeting was adjourned at 10:57am.***

*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