

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> October 9, 2019 <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.	10:04 am	10:41am	37 Min.
<b>1. Call to Order</b>					
<b>A. Roll Call: Board President - Rick Brown - Present, Trustee - Joe Danna - Present, Trustee - David Read - Present, Trustee - Sarbdeep Atwal - Absent, Trustee – Jared Hastey – Present, Board Secretary - Steve Fordice - Present, Deputy Board Secretary - Kimberly Ford, Present, Field Superintendent - Patrick Meagher – Absent, and Attorney – Jesse Barton, Present.</b>					
<b>2. Closed Session:</b>					
<b>A. None</b>					
<b>3. Open Session:</b>					
<b>4. Approve Meeting Minutes –</b> Joe Danna moved to approve the Board Meeting Minutes. Jared Hastey seconded the motion. Motion Carried. <b>Vote: 4 Ayes (Brown, Read, Danna, and Hastey), 0 Nays, 1 Absent (Atwal), and 0 Abstain.</b>					
<b>5. 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>6. 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>Persons Attending</b>					
<b>1. Rick Brown – RD784 Board President</b>					
<b>2. Joe Danna – RD784 Board Trustee</b>					
<b>3. David Read – RD784 Board Trustee</b>					
<b>4. Jared Hastey – RD784 Board Trustee</b>					
<b>5. Steve Fordice – RD784 Secretary of the Board</b>					

<b>6. Kimberly Ford – RD784 Deputy Secretary of the Board</b>
<b>7. Sean Minard – RD784 Engineer</b>
<b>8. Jesse Barton – RD784 Attorney</b>
<b>9. Stuart Hanson - Landowner</b>
<b><i>Items for Discussion and Possible Actions:</i></b>
<p><b>7. Board to Consider Endorsement of TRLIA’s CVFPB Encroachment Permit for the Goldfields Levee Construction –</b></p> <p>Three Rivers Levee Improvement Authority has submitted a Central Valley Flood Protection Board Encroachment Permit application to the District for endorsement for the construction of the Goldfield levee. Mr. Minard has been asked to review the plans and recommend permit conditions. No District encroachment permit will be required. Jared Hastey moved to provisionally approve conditions for the project. Joe Danna seconded the motion. Motion Carried. <b>Vote: 4 Ayes (Brown, Read, Danna, and Hastey), 0 Nays, 1 Absent (Atwal), and 0 Abstain.</b></p>
<p><b>8. Board to Discuss Board of Trustee Election Process and Timeline and Adopt Necessary Resolution –</b></p> <p>Three candidates filed for two positions which requires an election. The process will be supervised by Jesse Barton, District’s General Counsel, and assisted by Larsen Wurzel and Associates (LWA). The election will be held by mail ballot and is limited to landowners and is a weighted vote just like the 218 election. The FY 2018/ 2019 Assessment database will be used to determine how many votes each landowner gets to cast. In order to start the formal election process, the Board must adopt a resolution declaring the election will be by mailed ballot, selecting the election day (Jesse has already selected November 19 as the election day), and selecting an “election board” which consists of an inspector and two judges. The inspector and the two judges must be landowners, or the representatives of landowners. Once the Board selects the election board, Jesse will ask the Yuba County Board of Supervisors to formally appoint the election board. Ballots will be mailed between October 20, 2019 and November 8, 2019. Ballots may be returned to LWA by mail or delivered to the District office by 8:00 PM, November 19, 2019. Ballots will be counted by an eight (8) person Counting Board which may include a three-person Election Board. Ballot counting is expected to occur at LWA on November 22, 2019. Jared Hastey moved to adopt Resolution 2019-10-01. 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></p>
<p><b>9. Board to Consider Approving the Larsen Wurzel and Associates (LWA) Contract to Assist with the Trustee Election Process –</b></p> <p>The scope of the election ballot data base requires a firm like LWA to identify eligible voters, determine the weighted vote for each property, print and mail the ballots and count ballots. The proposed, not to exceed contract, is for \$46,8000. Jared Hastey moved to adopt the LWA Contract to assist with the Trustee Election process. Joe Danna seconded the motion. Motion Carried. <b>Vote: 4 Ayes (Brown, Read, Danna, and Hastey), 0 Nays, 1 Absent (Atwal), and 0 Abstain.</b></p>
<p><b>10. Board to Consider US Army Corps of Engineers Upcoming Routine Inspection of Plumas Lake Basin Update –</b></p> <p>No inspection date has been set but the routine inspection, which will only cover the urban basin levees is anticipated during fall or winter 2019.</p>

**11. Board to Consider Contract with Larsen Wurzel and Associates (LWA) to Provide RD784 Assessment Roll Administration for FY 2020/2021 –**

LWA was the Engineering firm which managed the District's successful 218 process that created the new assessment roll. LWA has offered to contract the District's assessment roll and fee collection process for FY 2020-2021 for \$24,500. Joe Danna moved to adopt the LWA contract to provide RD784 Assessment Roll Administration for FY 2020-2021. Jared Hasteley seconded the motion. Motion Carried. **Vote: 4 Ayes (Brown, Read, Danna, and Hasteley), 0 Nays, 1 Absent (Atwal), and 0 Abstain.**

**12. Board to Consider District Construction Projects Update –**

- a. Unit #5 LM 2.47 Pipe Replacement construction project being funded by the DWR Deferred Maintenance Program has begun. A coffer dam was constructed, the old pipe has been removed, the positive closure device enclosure structure has been placed, and the waterside pipe and concrete flap gate structure have been installed. The project is about one-half done and completion is expected soon. The first progress payment for \$168,390 less 5% retention, (\$159,970.50) is being signed today.
- b. Rural Levee Pipe Inspections funded by the DWR Deferred Maintenance Program will be completed in the next two weeks. Mr. Meagher has coordinated the project with the farmers, the construction of the coffer dams, and the firm conducting the hydro flushing and video inspecting the pipes. These activities are also occurring in the area where the rural levee pipe replacement is occurring.
- c. Pump Station 9 (Island Road) Power and Pump Control Systems upgrade has been completed. The entire electrical control system was replaced and sonic water elevation detectors to control pumps were installed. Previously, the pump station had been retrofitted with electrical connections to accept emergency power generators. The new system was designed to accommodate the SCADA radio system and allow the pump station to be monitored and operated remotely by computer.

**13. Board to Consider Budget Snapshot Through September 30, 2019 –**

A Monthly Budget Snapshot through September 30, 2019 was presented to the Board.

**Field Manager's Report:**

Field Manager's Report  
October 9, 2019

Maintenance and Projects Completed

Unit 1

1. Hauled trash and abandoned shopping carts.
2. Sheep and goats grazed.
3. Levee inspection prep work – removal of sucker trees and brush off the waterside slope at LM 1.89 and 2.22, and on the landside from LM 2.00 – 2.02.

Unit 2A

1. Sheep and goats grazed.

2. Cut sucker trees off the landside slope at LM 0.90 and also cut branches and brush back to the landside cyclone fence line.

#### Unit 2B

##### 1. Pump Station 2

- Diesel generator exercised on 9/10 and 9/23.
- Annual service completed on all 3 pumps. All pumps were also run tested on “Auto” via SCADA system.
- Mowed the south side waterside outfall service road and filled in potholes.
- Gravity feed slide gate greased and exercised.

#### Unit 3A

##### 1. PS #6

- Backup diesel generators exercised on 9/9 and 9/23.
  - Annual service completed on generators and pumps.
  - Pumps tested on “Auto Call” via SCADA system.
  - Gravity feed slide gate greased and exercised.
2. Sheep and goats finished grazing.

#### Unit 4

1. Mowed the landside toe from LM 5.85 – 6.20.
2. Sheep and goats grazed.
3. The Gravity Feed Slide Gate at LM 6.0 was exercised.
4. Levee test pit exploration work lead by Blackburn Consultants completed at Area #5 (LM 1.70) and Area #8 (LM 3.26) – Pending final report from Bob Lokteff with Blackburn.

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

1. Sheep and goats finished grazing.
2. Unit 5 LM 2.47 pipe replacement project has started (T & S Construction)
3. Misc. pre-levee inspection prep maintenance completed - removal of sucker trees off slopes, blackberries, and tree trimming.

#### Unit 7

1. Sheep and goats grazed.
2. Pre-levee inspection prep work – removal of sucker trees off the waterside slope at LM 3.82.

#### Unit 8

1. Sheep and goats finished grazing.

#### Unit 9

##### 1. Pump Station #3

- Diesel generator was exercised on 9/9 and 9/23 and annual service completed on generator and pumps.
  - All pumps were run tested on “Auto” via SCADA system.
2. Sheep and goats grazed.
  3. Reconstructed and painted the landside levee gate at the Ella Avenue bridge after the gate was pulled off the posts and mangled by vandals - Sheriff's report #0119900289.
  4. Placed more concrete blocks along the landside V Ditch from LM 1.0 -1.15.

#### Drainage Laterals and Detention Basins

1. Sprayed the service roads along the west side of Lateral 5 and around Liner Pond 18.

2. Burned brush piles at Linear Pond 16 and also constructed an all-weather rock access road to the center culvert.
3. Bingham Canal weedeating and trash removal completed.
4. Mowed Wheeler Basin (North), Ella Basin (South), and Chestnut Basin.
5. Weedeated removed brush out of Lateral 17 behind the Butterfly / Buttercup subdivision, Lateral 13 northern section adjacent to Mr. McCloud's property on Ella Avenue, and lateral 14.
6. Cleaned out and hauled away brush and trash from the Mall Ditch.

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

1. Maintenance and repairs completed as necessary on all equipment, vehicles, and office / shop facilities.
2. Shop generator was exercised on 9/9 and 9/23. Annual service also completed on this generator.

#### Safety / Training

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

#### Miscellaneous

1. Completed annual flood fight material and supplies inventory at the RD784 Shop yard, Pump Station 10, and the Yuba College Flood Fight Coalition facilities.
2. Regularly checked and looked for damages or issues around the District including at all RD784 Pump Stations, Levee Units, Olivehurst Pump Station, and Yuba College Flood Fight Coalition supplies storage site.
3. All annual pump station service completed - PS 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, and the Olivehurst Pump Station.
4. Slide gate structures greased and tested at Pump Stations 2, 6, and the Olivehurst Pump Station.
5. Pump Station 9 Ultra Sonic improvements project completed (TESCO CONTROLS).

#### Administrative

1. Monthly pesticide spray use report submitted on-line to the County.
2. Updated SDS (Safety Data Sheets) and MSDS (Material Safety Data Sheets) binder.
3. Attended meetings
4. Approve employee time off requests, task scheduling,
5. Project management – Avondale PS 5 pipe rehabilitation contract award, Horseshoe cofferdam construction and CCTV inspection coordination, Pump Station 9 SCADA improvements, Liner Pond 16 CEQA paperwork research for possible execution of a borrow agreement, and IRWMP grant application work for possible future Pump Station 5, 7, and 9 SCADA improvements.

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

## **Administrative Assistant Monthly Report October 9, 2019**

#### **Accounting:**

1. Budget Update
2. Reconciliations
3. YWA 218 Reimbursement Invoice – Preparing 2<sup>nd</sup> Invoice
4. Working with Paychex on Tax issue – 940 Form for IRS
5. Working with Tiffany @ HMS to prepare for audit.

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

1. Impact Fees – Avondale Self Storage

2. Permit Clearance Request Sign Offs
  - A. K. Hovnanian Homes
  - B. Piker Construction
  - C. Jagjit Powar
  - D. Sarwan Johl
  - E. Juan Ramirez
3. LAFCO, 218, FMAP, Lennar, Dept. F&W – Tracking Cost Spreadsheets & Invoices
4. Bender Rosenthal/Lennar – Sent Pete Field Recorded documents for Darin Clark
5. Working with Alliant and Go Daddy to Update our Website.
6. Updated Maps on our Website

### **Contract Management:**

1. Escherman Contract
2. FMAP OMRR&R Agreement
3. DMP Agreement
4. T&S Construction
5. Nor-Cal Pipeline
6. Commercial Pump Mechanical

### **Regulatory Compliance:**

1. PWC – 100 – T&S Construction & Nor-Cal Pipeline, Commercial Pump Mechanical
2. Published Notice of Election in Appeal Democrat and Working with Jesse to obtain documents for the election. Accepted Petitions from Candidates.

### **Projects:**

1. Horseshoe De-Annexation
2. DWR Grant Process – DMP Reimbursement
3. YWA Grant – 218 Process
4. FMAP – DWR
5. Go Daddy Website Upgrade /Alliant
6. Great lakes Dirt project – Researched information for Patrick.

### **Contacts:**

Daniel @ Paychex, Liz Smith @ GSRMA, Jesse Barton @ Gallery & Barton, Sean Minard @ MHM, Jolie Turk @ YC Treasurer's, Luke and Jacob@ Alliant, Angela Yanez @ Yuba County, Miranda Johnson @ Yuba County Auditor', Jim Piker, Jagjit Powar, Denyce @ T&S Construction, Pete Field @ Bender-Rosenthal and Tiffany Shacklett @ HMS.

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

**General Manager Report  
October 9, 2019**

### **Administration:**

1. New RD784 218 Benefit Assessment: Inquires including the Marysville Joint Unified School District and Board of Equalization issues. Individual homeowner questions.

2. Unit #4 Crack Investigation and coordination with TRLIA.
3. Basin C Advanced Funding Fee Resolution Passed by Yuba Co BOS
4. Board Trustee Election Process
5. New Assessment billing issues
6. Website updates.

**Contract Management:**

1. DWR Deferred Maintenance Program:
  - A. Pipe Inspections project
  - B. Pipe Replacement Project, Unit #5, LM 2.47 Project proceeding.
2. FMAP Contracts- Grant Reimbursement for FY 2018/ 2019.
3. River Oaks East Pond (Lennar)
4. Cresleigh Homes- Lateral 5 project
5. CPA Services contract with HMS- CPAs for services Sept 2019 through Sept 2020.
6. Impact Fee Technical Support for FY 2019-2020 with EPS.
7. Assessment Roll Support contract for FY 2020/2021 with LWA.

**Regulatory Compliance:**

1. US Army COE- Routine Inspection of Urban Basin Levees pending

**Projects:**

1. Deferred Maintenance Program:
  - A. Unit 5 Pipe replacement project to proceed in September.
  - B. Pipe inspections package rejected by DWR. Rebid and re-inspect in process.
2. Unit #4 Patrol Road Crack:
  - A. Blackburn and staff excavated test holes and made repair September 24, 25 and 26<sup>th</sup>.
3. Avondale Pump Station (5) Repair- two damaged pipes-Mr. Meagher coordinating project which will begin within two weeks.
4. YWA Grant Projects: IRWMP application continuing
5. River Oaks East Pond: Permitting process in progress on installation of second (North) pipe.
7. FMAP – MHM studies begun. Grant reimbursement to begin.
8. Impact Fee Program-
  - A. Infill projects-
  - B. Avondale Self Storage fees
  - C. Cresleigh Homes- Lateral 5 project completion
9. Pump Station 9 (Island Road) - Control system update complete.
10. River Oaks East Pond- 2<sup>nd</sup> Pipe project construction April 2020.

**Meeting Adjourned:**

Meeting Adjourned at 10:41am

*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