

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 Board Meeting					
<b>Date:</b> March 3, 2020 <b>Time:</b> 10:00am <b>Location:</b> Reclamation District 784 Office					
Scheduled Time			Actual Time		
Start	Stop	Total Hours	Start	Stop	Total Hours
10:00am	12:30pm	2.5 Hrs.	10:03am	11:23am	1 Hr 20 Min
<b>1. Call to Order</b>					
<b>A. Roll Call: Board President - Rick Brown - Present, Trustee - Joe Danna - Present, Board Vice-President - David Read - Present, Trustee - Sarbdeep Atwal - Present, Trustee - Jared Hastey - Present, Board Secretary - Patrick Meagher - Present, Deputy Board Secretary - Kimberly Ford, Present, 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> Sarbdeep Atwal moved to approve the Board Meeting Minutes. Jared Hastey seconded the motion. Motion Carried. <b>Vote: 5Ayes (Brown, Read, Danna, Atwal, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.</b>					
<b>5. Approve Checks and Warrants –</b> Jared Hastey moved to approve the Checks and Warrants. Sarbdeep Atwal seconded the motion. Motion Carried. <b>Vote: 5Ayes (Brown, Read, Danna, Atwal, and Hastey), 0 Nays, 0 Absent, 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. David Read – RD784 Board Vice-President</b>					
<b>3. Sarbdeep Atwal – RD784 Board Trustee</b>					
<b>4. Joe Danna – RD784 Board Trustee</b>					
<b>5. Jared Hastey – RD784 Board Trustee</b>					
<b>6. Patrick Meagher – RD784 Secretary of the Board</b>					

<b>7. Kimberly Ford – RD784 Deputy Secretary of the Board</b>
<b>8. Sean Minard – RD784 Board Engineer</b>
<b>9. Jesse Barton – RD784 Board Attorney</b>
<b>10. Mark Northcross – NHA Davidson</b>
<b>11. Chris Robles – Chris Robles Consulting</b>
<b>12. Steve Fordice – RD784 Consultant</b>
<b>13. Chris Russell – Cresleigh Homes</b>
<b>14. David Gibb - Landowner</b>
<b><i>Items for Discussion and Possible Actions:</i></b>
<p><b>7. Board to Consider Information received During the February 4, 2020 YWA Regular Board Meeting Including Development of a New Grant Process and Presentation Regarding TRLIA 2006 CFD Bonds –</b></p> <p>Staff attended the YWA regular board meeting on February 4 to receive information on the development of a new YWA grant application process and a YWA proposed Plumas Lake workout strategy plan regarding the impact of the County’s levee impact fees and the two community facilities districts (“CFD’s”) on development in the Plumas Lake area.</p>
<p><b>8. Board to Consider Adopting Resolution No. 2020-03-01 Declaring the District a One Foot No Access Easement Policy on New development Projects –</b></p> <p>During the February 3 regular Board meeting, staff was directed to create the policy. Sarbdeep Atwal moved to approve the Resolution 2020-03-01. Joe Danna seconded the motion. Motion Carried. <b>Vote: 5Ayes (Brown, Read, Danna, Atwal, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.</b></p>
<p><b>9. Board to Consider Adopting Resolution 2020-03-02 for Adopting an Addendum to 2002 and 2003 Mitigated Negative Declarations for the Reclamation District 784 Master drainage Plan and Plan for watershed A and Making Findings –</b></p> <p>In order to prepare for possible future dirt sales and construction at Linear Pond 16, staff recommends adoption of the resolution, which confirms no new significant environmental impacts will occur with the dirt removal. Jared Hastey moved to approve Resolution 2020-03-02. David Read seconded the motion. Motion Carried. <b>Vote: 5Ayes (Brown, Read, Danna, Atwal, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.</b></p>
<p><b>10. Board to Consider Transfer of Cresleigh Homes Property to RD784 Along the Algodon Canal –</b></p> <p>The Cresleigh Homes Parcel (East/West Split) dedication to RD784 and Yuba County is ready for execution. David Read moved to approve the signing of the grant deed. Jared Hastey seconded the motion. Motion Carried. <b>Vote: 5Ayes (Brown, Read, Danna, Atwal, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.</b></p>
<p><b>11. Board to Consider Contingent Offer of Employment to Fill Vacant Field Superintendent Position –</b></p> <p>Staff interviewed 5 candidates during the month of February. Out of the 5 interviewees, one was selected for a second interview who possesses the requisite skills and abilities desired for the exempt Field Superintendent position. Staff recommends moving forward with a contingent offer of employment to Jess McLaughlin at a starting salary of \$55,000.00 per year. Sarbdeep Atwal moved to approve the contingent offer of employment to Jess McLaughlin. David Read seconded the motion. Motion Carried.</p>

**Vote: 5Ayes (Brown, Read, Danna, Atwal, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

***12. Board to Consider Horseshoe Levee Unit 5, LM 2.47 Landside Steel Walkway Update –***

During the January 15 Special Board Meeting, staff was authorized to work with MHM to plan and construct a landside steel walkway (not to exceed \$25,000.00) in order to provide better and safer access to the pipe intake trash rack area with costs to be covered through the 2020 FMAP (Flood Maintenance Assistance) program. The change order quote came back at \$51,800.00. MHM reviewed the proposal and recommended accepting the proposal, but only under “Not to Exceed” Force Account terms to ensure only necessary funds are spent to complete the project. This project is nearly complete, but the work can be added with a contract amendment and a change order. Staff recommends amending the contract and accepting the proposal. Jared Hastey moved to approve the change order. David Read seconded the motion. Motion Carried. **Vote: 5Ayes (Brown, Read, Danna, Atwal, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

***13. Board to Consider Renewing Material Hauling Contract Agreements –***

RD784 currently has in place material hauling contracts with 3 trucking companies which are nearing the end of their 3-year terms. Staff recommends renewal of 3 agreements. Joe Danna moved to approve the renewal of contracts. Sarbdeep Atwal seconded the motion. Motion Carried. **Vote: 5Ayes (Brown, Read, Danna, Atwal, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

***14. Board to Consider Yuba County River Parkways Working Group Information –***

Staff has been invited to participate in monthly meetings with the Yuba County River Parkways Working Group, which is comprised of representatives from YWA, Consultant “Circle”, the County of Yuba, TRLIA, City of Marysville, River Partners, and RD784. The purpose of the working group is to discuss the conceptualization of possible future recreational parkways along the Yuba, Feather, and Bear Rivers.

***15. Board to Consider President’s Day Weekend District Security Update –***

Pride Security was hired to patrol the District Levees over the recent President’s Day Holiday weekend beginning on Friday afternoon, February 14 through Tuesday morning, February 18. Pride staff reported lots of activity dealing with unauthorized vehicles but were happy to report that there were no incidents involving fence or gate damages.

***16. Board to Consider Budget Snapshot –***

Monthly Budget Snapshot through February 29, 2020 was presented to the Board.

***17. Board to Consider Transfer of Fee Credits to River Oaks Plumas Development LLC –***

North Valley properties LLC is transferring \$1,156,243.97 in fee credits to River Oaks Plumas Development LLC, a California Limited Liability Company. In accordance with the reimbursement agreement with RD784 they have \$1,421,912.30 (July 1, 2019 dollars) remaining. Following this transfer, North Valley Properties LLC will have \$265,668.33 (July 1, 2019 dollars) in available fee credits. Jared Hastey moved to authorize the RD784 General Manager to sign fee credit agreement. David Read seconded the motion. Motion Carried. **Vote: 5Ayes (Brown, Read, Danna, Atwal, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

***Field Manager’s Report:***

Field Manager's Report  
March 3, 2020

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Maintenance and Projects Completed

Unit 1

1. Hauled trash and abandoned shopping carts.
2. Painted over Graffiti on blocks and K-Rail at LM 1.80 and 2.05.
3. Sprayed levee crown and ramps.
4. USACE Routine Inspection Corrections – Repaired foot paths on land and waterside slopes at LM 1.34, 1.90, and 2.08. Also repaired waterside scarp erosion at LM 0.20.
5. Grouted squirrel holes on the landside slope at LM 0.03.
6. Set-up and loaded squirrel bait stations on the waterside slope at LM 1.31.

Unit 2A

1. USACE Routine Inspection Corrections – Repaired waterside toe depression at LM 0.60 and erosion rills on the waterside at LM 2.41.
2. Placed concrete blocks along the waterside toe from LM 0.90 – 1.04 and painted Safety Yellow.
3. Sheep and goats grazed.
4. Sprayed levee crown and ramps.

Unit 2B

1. Pump Station 2
  - Backup generator exercised on 1/27 and 2/14.
  - Cleared obstructions and repaired potholes along the outfall channel south side service road.
2. Sprayed landside levee ramps around Pump Station 2.
3. Sheep and goats grazed.

Unit 3A

1. PS #6
  - Backup diesel generators exercised on 1/27 and 2/14.
2. USACE Routine Inspection Corrections – Repaired eroded scarp area at the landside toe at LM 3.43.
3. Sprayed levee crown and ramps.

Unit 4

1. Checked this levee unit weekly for trash and monitored cracks.
2. Sprayed the levee crown and ramps.

Units 3B/ 5 / 6 (Horseshoe Levee)

1. Pre-Storm check around all rural levee units and checked all waterside flap gates.

2. Sprayed the levee crown and ramps in Units 3b, 5, and 6.
3. Sheep and Goats grazed.

#### Unit 7

1. Set-up and loaded squirrel bait stations at on the landside at LM 3.35.
2. USACE Routine Inspection Corrections – Grouted squirrel holes on the waterside slope at LM 0.25, Repaired foot paths on the landside slopes at LM 0.35 and 0.75, repaired eroded area on landside ramp at LM 1.76, uncovered piezometer device on the landside toe at LM 0.75
3. Sprayed herbicide along the levee crown and ramps.

#### Unit 8

1. Sheep and goats grazed.
2. Sprayed levee crown and ramps.

#### Unit 9

1. Pump Station #3
  - The backup diesel generator was exercised on 1/27 and 2/14.
2. Sheep and goats grazed.
3. Burned brush piles along the landside toe from LM 2.95 – 3.10.
4. Painted pipe fencing on the landside Safety Yellow.
5. Repaired minor erosion on the landside slope at LM 3.06.
6. Grouted squirrel holes on the landside from LM 1.85 – 2.00.
7. Set-up and loaded squirrel bait stations on the landside slope at LM 1.52 and 2.00.

#### Drainage Laterals and Detention Basins

1. Pre and post storm checks around the entire internal drainage system completed.
2. Sprayed the service roads along Lateral 13, 15 (N) Wheeler Basin, Linear Ponds 16, 18, and 20.
3. Cut sucker trees out of Linear Ponds 16, 18, 20, and Chestnut Basin.
4. Burned brush piles at Linear Pond 16.
5. Weedeated and mowed along Lateral 5, 15 (N), 16, and Linear Pond 18.
6. Placed a new layer of AB rock along the Chestnut service road.
7. Repaired eroded slope embankments along Lateral 15 (N)
8. Repaired damaged double gates at the north entrance of the Algodon Canal (Sheriff's report 0120900059).

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

1. Shop generator was exercised on 1/27 and 2/14.
2. Vehicles and equipment serviced and/or repaired as necessary.

#### Safety / Training

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

### Miscellaneous

1. Regularly checked and looked for damages or issues around the District including all RD784 Pump Stations, Levee Units, Olivehurst Pump Station, and Yuba College Flood Fight Coalition supplies storage site.
2. Crews assisted MHM with the process of opening multiple valve boxes on the levees and taking photos in preparation for the upcoming Urban Pipe Video inspection RFP coming out soon.
3. Clay levee soil supply re-stocked at the shop yard.

### *Administrative Assistant's Report:*

## **Administrative Assistant Monthly Report March 3, 2020**

### **Accounting:**

1. Budget Update
2. Reconciliations
3. Met with Jennifer Jensen and conducted Audit – FY 2018-2019.
4. Payroll Calculations and Submittal
5. Budget Update

### **Clerical/Office:**

1. Impact Fees – UPS Store and Wal-Mart Convenience Store
2. Permit Clearance Request Sign Offs
  - A. DR Horton
  - B. Capital Valley
  - C. Premier Pools
3. Scanning & Receiving Assessment Payments, then sending to Megan@ LWA
4. Follow up questions and more documents to Jennifer @ Jensen Smith
5. Research – River Oaks South Village 1

### **Contract Management:**

1. 2018-2019 FMAP OMRR&R Agreement
2. 2019-2020 FMAP OMRR&R Agreement
3. DMP Agreement
4. T&S Construction
5. Nor-Cal Pipeline
6. Gregory Livestock

### **Regulatory Compliance:**

1. GSRMA RMAP Program Submittal – Application and Supporting Documents
2. State Controller's Office – Financials – Preparing for Annual Survey
3. CPR & First Aid Instruction Renewal – Kim, Tina and Robert
4. AB1825 Ethics Certificate - Completed
5. Sexual Harassment Training Certificate - Completed

### **Projects:**

1. Horseshoe De-Annexation

2. Audit 2018-2019
3. DWR Grant Process – DMP Reimbursement – Submitted 1<sup>st</sup> Invoice.
4. 2018-2019 FMAP – DWR - Billing - Submitted
5. Streamline ADA Compliant – Working to learn new website functions
6. Helped Patrick conduct interviews for Field Superintendent

**Contacts:**

Daniel @ Paychex, Sam Taylor @ GSRMA, Jesse Barton @ Gallery & Barton, Sean Minard @ MHM, Jolie Turk @ YC Treasurer's, Luke and Wesley @ Alliant, Jason Little @ DWR, Denyce Fine @ T&S Construction, Kyle Sanchez @ MHM, Tiffany Shacklett @ HMS, Sloane Dell'Orto and Chris Evans @ Streamline, Jamie Sousa @ Nor Cal Pipeline, Megan Jonsson @ LWA and Jennifer Jensen @ Jensen Smith CPA's.

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

General Manager's Report  
March 3, 2020

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**Administration:**

1. Approved employee time off requests and task scheduling.
2. Attended meetings - [River Parkways Working Group, Project Follow-Ups at MHM, Lennar Pressure Grout presentation, Feb. 18 YWA Board Meeting, IRWMP, and Rotary]
3. Reviewed Field Superintendent Employment Applications and Conducted Interviews.
4. Impact Fee Program
  - A. Rio Del-Oro Estates
  - B. Lennar Homes – River Oaks South Villages 1, 2, and 3.

**Project Management:**

1. IRWMP grant application work and USACE Routine Inspection corrections.
2. Urban Pipe video inspection RFP coordination.
3. DWR Deferred Maintenance Program:
  - A. Pipe inspections project – Horseshoe levee pipes, pending final review by DWR.
  - B. Steel Walkway in Unit 5, LM 2.47.
4. FMAP Contracts – Grant for Fiscal Year 2018/2019 (Billing) and 2019/2020.
5. Unit 4 Patrol Road Cracks:
  - A. Blackburn Draft report completed. (Pending final review by MHM, MBK, and HDR)
6. YWA Grant Projects: IRWMP applications submitted to DWR by IRWMP consultants – Pending outcome.
7. FMAP -MHM Rural Studies pending. Grant reimbursement postponed until project is complete.

8. Relief well studies – Blackburn Consulting.

**Regulatory Compliance:**

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. Updated compliance programs – [Respiratory Protection Program, Injury Illness, Heat Illness Prevention Plans]
4. Field employees completed annual Anti-Harassment Training (SB1343)
5. QAC license holders attended the Pesticide Applicators Professional Association annual continuing education seminar.
6. Annual Respirator Fit Tests Completed.

***Meeting Adjourned:***

***Meeting was adjourned at 11:23am***

*The complete Board Agenda Meeting Material is available at the Reclamation District 784 Office, located at 1594 Broadway, Arboğa, 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