

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>Due to COVID-19 Pandemic this Meeting was held Via Teleconference and in Person</b>					
<b>Date:</b> November 1, 2022 <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	11:54 am	1 Hr 51 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, Field Superintendent - Jess McLaughlin - Present, Attorney - Jesse Barton, Present and Engineer - Sean Minard - Absent.</b>					
<b>2. Open Session:</b>					
<b>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.</b>					
<b>Consent Items:</b>					
<b>4. Approve Board Meeting Minutes –</b> Sarbdeep Atwal moved to approve the Board Meeting Minutes. Jared Hastey seconded the motion. Motion Carried. <b>Vote: 5 Ayes (Brown, Read, Atwal, Hastey, and Danna), 0 Nays, 0 Absent, and 0 Abstain.</b>					
<b>5. Approve Checks and Warrants –</b> Sarbdeep Atwal moved to approve the Board Meeting Minutes. Jared Hastey seconded the motion. Motion Carried. <b>Vote: 5 Ayes (Brown, Read, Atwal, Hastey, and Danna), 0 Nays, 0 Absent, and 0 Abstain.</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. Jared Hastey – RD784 Board Trustee</b>					
<b>5. Joe Danna – 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. Jess McLaughlin – RD784 Field Superintendent</b>
<b>9. Jesse Barton – RD784 Attorney</b>
<b>10. Scott Brown – Larsen Wurzell</b>
<b><i>Items for Discussion and Possible Actions:</i></b>
<p><b>6. Board to Consider Approving an LWA Amendment Request for Benefit Assessment Roll Administration Through the End of FY 2022-2023 –</b>  In May 2022, the Board authorized LWA services through October 2022 in the amount of \$53,500. The requested budget amendment to extend services through June 30, 2023 is \$15,500 to cover payment and delinquency tracking, filing liens, and additional effort due to significant increase in land use changes from development. Jared Hastey moved to approve the LWA Budget Amendment Request for benefit assessment roll administration through the end of FY 2022-2023. Sarbdeep Atwal seconded the motion. Motion Carried. <b>Vote: 5 Ayes (Brown, Read, Atwal, Hastey, and Danna), 0 Nays, 0 Absent, and 0 Abstain.</b></p>
<p><b>7. Board to Consider Self-Nominating RD784 as a Special District Candidate in Preparation for the Upcoming GSRMA Board Member Election –</b>  There is currently a vacancy of the Special District Representative position on the GSRMA Board of Directors. The deadline for Special Districts to self-nominate is December 19, 2022. Once the nomination period is closed, GSRMA will conduct an election among all Special District members between February 1, 2023 and April 14, 2023. The District that wins the election can then appoint a member of their governing board. The Board opted not to self-nominate.</p>
<p><b>8. Board to Consider Authorizing the General Manager to Execute a Quitclaim Deed for the Mall Ditch –</b>  In 2005, the District was granted an easement deed by Feather River Center LLC along the southwest edge of 6000 Lindhurst Avenue. At the time, the purpose was to allow access to operate and maintain a concrete lined storm water drainage ditch, also known as the “Mall Ditch”. Because of County drainage improvements underway within the general area, the Mall Ditch will be eliminated from the District’s drainage system once the County improvements are completed. The GM is requesting authorization to execute the quitclaim deed (s),once all current owner/entity information is obtained and after District counsel approval. Joe Danna moved to approve authorizing the General Manager to execute the quitclaim deed(s) once all information is obtained and counsel has approved. Jared Hastey seconded the motion. Motion Carried. <b>Vote: 5 Ayes (Brown, Read, Atwal, Hastey, and Danna), 0 Nays, 0 Absent, and 0 Abstain.</b></p>
<p><b>9. Board to Receive Information Regarding a Letter in Support of TRLIA Local Cost Share Funding Requests to YWA for the Climate Resiliency Project –</b>  TRLIA is seeking funding through both the CA DWR Urban Flood Risk Reduction (UFRR) and FEMA Building Resilient Communities (BRIC) grant programs to improve flood protection for the RD784 urban levee system. The funding request will support one project and one study. The first is the Climate Resiliency Project and includes design and construction of improvements to specific levee segments to provide a uniform level of flood protection for the communities of Linda, Olivehurst, and Plumas Lake. The second element is the Goldfields Multi Benefit Project Feasibility Study that is intended to potentially replace the South Training Wall with another structure that would allow</p>

expanding of the Yuba River Floodway. The UFRR local cost share funding request is \$536,000 and the FEMA BRIC local share is approximately \$8.45M. The YWA funding request will leverage over \$30M of state and federal funds to reduce flood risk in Yuba County. With the consent of Rick Brown, staff provided the letter to meet timeline needs.

***10. Board to Receive an Update on the USACE Urban Levee Screening Risk Assessment for the Plumas Lake Basin –***

At the August 2 Board meeting, staff informed the Board that the USACE – Sacramento District Levee Safety Section started conducting a levee screening risk assessment on the urban system. The screeners used existing information such as reports from previous inspections, design or as-built drawings, hydraulic profiles, geotechnical conditions, and performance history to make judgments about the ability of the levee to perform as intended. Staff attended a USACE “Roll-Up” meeting on August 4 when an overview of each levee segment was presented, and a second on October 27 with the LSOG (Levee Senior Oversight Group) to receive verbal draft final Levee Safety Action Classification (LSAC) ratings. Unit 1 received a 4/3, Unit 2 received a 4/3, Unit 3 received a 4/3, Unit 4 received a 4/4, Unit 7 received a 4/3, and the Goldfields 200-year received a 4/3.

***11. Board to Consider Approving an Amended Budget for FY 2022-2023 to Adjust for the Actual DWR FMAP Grant Amount Awarded for 2023 and Remaining DWR and YWA Grant Funds from FY 2021-2022 –***

When the 2022-23 budget was approved, it was estimated that the District may receive up to \$1,301,000 in DWR FMAP funds for 2023; however, the actual final grant award was \$734,000. The budget also included remaining DWR FMAP and YWA grant funds from FY 2021-22 for various projects. Because the District had not received all billing by the end of FY 2022, the remaining balances could only be estimated. David Read moved to adopt the FY 2022-2023 Amended Budget. Sarbdeep Atwal seconded the motion. Motion Carried. **Vote: 5 Ayes (Brown, Read, Atwal, Hastey, and Danna), 0 Nays, 0 Absent, and 0 Abstain.**

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

The Board was presented the Monthly Budget Snapshot for October 2022.

***13. Field Manager’s Report:***

Field Manager’s Report  
November 1, 2022

Maintenance and Projects Completed

Unit 1

1. LM 1.50- 1.80 trash pickup and disposal.
2. LM 2.00 vegetation abatement and sucker tree cutting.
3. LM 2.00 vegetation abatement and debris removal.
4. LM 1.56 brush pile consolidation.

Unit 2A

1. LM 0.10 dead branch removal.
2. LM 0.50 smoke squirrel holes.
3. LM 2.00 vegetation abatement.
4. Sheep depression repair - entire unit.

5. Vegetation abatement of cyclone fence and block line.

#### Unit 2B

1. Pump Station #2
  - Backup generator exercised on 10/3 and 10/17.
  - Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
  - Trash rack debris removal.
  - Exercised valve closures.
2. LM 9.00 – 12.50 tractor mowing of crown.
3. Sheep depression repair whole unit.

#### Unit 3A

1. PS #6
  - Backup generators exercised on 10/3 and 10/17.
  - Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
  - Valley Power generator #2 breaker rebuild completed.
2. Exercised valve closures.
3. Sucker tree cutting throughout unit.

#### Unit 4

1. LM 6.00 vegetation abatement of OPS slopes.
2. LM 6.00 vegetation abatement and trash cleaning.

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

1. 3B, 5 and 6 Johnson grass regrowth on crown and slope vegetation abatement.
2. Unit 5 (E) of Hoffman gate LM 3.90 vegetation abatement.
3. Unit 5 LM 3.60-2.00 vegetation abatement of regrowth.
4. Unit 5 L/S blackberry bush removal.

#### Unit 7

1. LM 3.50 smoke squirrel holes.
2. LM 1.50 paddle marker replacement.
3. LM 3.50 sucker tree cutting.
4. LM 0.50 sucker tree cutting.
5. Vegetation abatement of regrowth on crown throughout unit.

#### Unit 8

1. LM 0.00-2.50 repair sheep depressions.
2. W/S service road tractor mowing 20' buffer.

3. Vegetation abatement of regrowth on crown throughout unit.

#### Unit 9

##### 1. Pump Station #3

- The backup diesel generator was exercised on 10/3 and 10/17.
  - Vegetation abatement inside and surrounding the pump station (firebreak and slopes).
  - Pump oiler gasket tightening pump 4.
  - Exercised valve closures.
  - Door sensor investigation (faulty sensor, west side door and wiring needing retorque to energize alarm relay).
  - Test transmitter B and log trending before installation of pump relays.
2. L/S and W/S LM 4.00-4.50 grouting squirrel holes
  3. L/S LM 3.80-4.00 grouting of squirrel holes.
  4. LM 5.00-3.50 sheep depression repair.
  5. LM 3.80 levee crown grouting of squirrel holes.
  6. LM 0.00-1.50 sheep depression repair.
  7. LM 1.50-2.50 sheep depression repair.
  8. LM 1.00-2.00 sheep depression repair.

#### Goldfields

1. Brophy road debris pickup.
2. LM 0.00-1.00 tractor mowing L/S and W/S service roads adjacent to K rail.

#### Drainage Laterals and Detention Basins

1. Exercised PS 10 valve closures.
2. Exercised PS 9 valve closures.
3. Lateral 15 (S) sucker tree cutting and vegetation abatement CDF.

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

- Shop generator was exercised on 10/3 and 10/17.
1. Deep cleaning of the Shop, office, and equipment to further prevent any potential exposure to COVID-19.

#### Safety / Training

1. Administered weekly safety meetings and misc. SDS sheet reviews.
2. COVID Protection Plan training.

#### Miscellaneous

1. DWR Fall Levee Inspection (10/25/2022)

2. 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.
3. Annual pump station servicing completed for PS 1, 4, 5, 7, 8, 9, and 10.
4. Annual pump station servicing completed for Olivehurst Pump Station.
5. Preparation of shop sandbag supply.
6. Olivehurst Pump Station valve closures.
7. Steve Gregory's sheep and goat grazing completed.

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

### **Administrative Assistant Monthly Report November 1, 2022**

#### **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

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

1. Impact Fees & Plan Check Fees
  - A. 1785 & 1789 Stinson – Steve Provost
  - B. Linda Commons - New Faze Advisors
  - C. Costco 6000 Lindhurst Ave – Kimley Horn
  - D. Hallwood Side Channel Floodplain Restoration Project
2. Permit Clearance Request Sign Offs
  - A. Lennar – River Oaks North Village 2
  - B. Richmond Homes – Thoroughbred Acres
  - C. KB Homes – Cobblestone Phase 4
  - D. Cresleigh Homes – Woodside Village 2A

#### **Human Resources:**

1. GSRMA Application – RMAP Program – Research, Compile and Submit in Feb 2023
2. ACWA/JPIA Health Insurance - Open Enrollment – October/2022
3. Attended GSRMA Conference October 20, 2022
4. New Hire Paperwork – Samuel Santillan

#### **Contract Management:**

1. 2021-2022 FMAP Grant
2. 2022-2023 FMAP Grant
3. YWA District Boundary Grant – Submitted 2nd Invoice Received Payment – On-Going

4. YWA/DWR IRWMP Grant Preparation – Received Payment – On-Going
5. TRLIA Goldfields – Maintenance Billing - On-Going
6. Olivehurst Pump Station – Maintenance Billing – On-Going
7. Chestnut Pond Watershed Improvements – Billing – On-Going

**Regulatory Compliance:**

1. Managing PWC 100 projects
2. Managing Flood Fight Training Sign Ups and Attendance for the Nov. 30, 2022 Flood Fight Training Course at Plumas Lake Golf & Country Club

**Contacts:**

Angela Yanez @ Yuba County – YCDS, Mark Fowler @ Atteberry Searle, Caroline @ Paychex, Jesse Barton @ Gallery & Barton, Sean Minard @ MHM, Jolie Turk @ YC Treasurer, Jason Little @ DWR, Brian Edinger & Ryan Schimke @ GSRMA, Patrick Soper @ LWA, Eric & Jacob @ Alliant Networking, Jennifer Jensen @ Auditor's, Kyle Close – Permit Runner, Russ Powell @ EPS, and Megan Jonsson @ LWA.

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

General Manager's Report  
November 1, 2022

**Administration:**

1. Meetings: 10/4 RD784 and TRLIA Board Meetings, 10/10 FR RFMP Steering Committee, 10/11 Health Benefits Staff Meeting, 10/17 DWR Drought to Flood Webinar, 10/19 CCVFCFA Flood Forum, 10/20 GSRMA Annual Training Conference, Project Follow-Ups with MHM, Staff meetings, and Rotary.
2. Approved employee time off requests and task scheduling.
3. Participated in the October 20 County OES “Be Prepared Fair”
4. Plan Reviews/Impact Fee Program:
  - A. County Application Routing – Early Consultation - Linda Commons, Tentative Subdivision Tract Map 2021-0012.
  - B. County Application Routing – Early Consultation - Car Wash at 1418 N Beale Rd.
  - C. Hallwood Side Channel Project Phase 4 (Central Valley Flood Protection Board permit application review).
  - D. Manufactured Home - 5550 Alicia Avenue.
  - E. Costco Wholesale – 6000 Lindhurst Avenue.
  - F. Trull RV & Boat Storage – 4131 Hazel St. - *Updated plan in review with MHM*

**Projects:**

1. 2022-23 DWR Flood Maintenance Assistance Program (FMAP) Grant Application – *Funding approved, pending executed agreement.*

2. Lindhurst Avenue/ Chestnut Pond drainage improvements (County Project). District Encroachment Permit # 10-12-2022 issued to Lamon Construction.
3. Pump Station 6 north generator 2 main circuit breaker handle replacement - *Completed*
4. Sonitrol Security upgrades – Working on internet hotspot installations at pump station sites.
5. (2) District encroachment permits issued to Premier Pools and Spas to access rear yards from Lateral 5 for pool construction in 1785 and 1789 Stinson Way, Plumas Lake [*Encroachment permits 10-03-2022 and 10-04-2022*]
6. New Manufactured Home at 1786 Hile Avenue

**Regulatory Compliance:**

1. Monthly pesticide spray use report submitted on-line to the County.
2. AED installed in the board room.
3. Weekly Safety Meetings.

**Announcements/Updates:**

1. One of 2 vacant Field Worker positions has been filled.
2. Annual Regional flood fight training is scheduled for Wednesday, November 30, 2022 at the Plumas Lake Golf Course. Contact Kim Ford to register.
3. The District office will be closed on Thursday, November 24 and Friday, November 25 in observance of the Thanksgiving Holiday.
4. The District employee Christmas Party will be on Friday, December 9<sup>th</sup> starting at Noon.

***16. Meeting Adjourned:***

The Meeting was adjourned at 11:54am

*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.*

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Rick Brown, President

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Kimberly Ford, Deputy Board Secretary