

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> August 1, 2023 <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.	10:00am	10:38am	38 Min.
<b>1. Call to Order</b>					
<b>A. Roll Call: Board President – Sarbdeep Atwal- Absent, 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, (Interim) Field Superintendent – Tina Moore - Present, Attorney - Jesse Barton, Present and Engineer - Sean Minard -Present.</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> Brent Hastey moved to approve the Board Meeting Minutes. Jared Hastey seconded the motion. Motion Carried. <b>Vote: 4 Ayes (Read, Danna, J. Hastey, and B. Hastey), 0 Nays, 1 Absent (Atwal), and 0 Abstain.</b>					
<b>5. Approve Checks and Warrants –</b> Brent Hastey moved to approve the Checks and Warrants. Jared Hastey seconded the motion. Motion Carried. <b>Vote: 4 Ayes (Read, Danna, J. Hastey, and B. Hastey), 0 Nays, 1 Absent (Atwal), and 0 Abstain.</b>					
<b>6. Adopt Resolution 2023-08-01 for Accepting DWR FSRP Grant Funds –</b> Brent Hastey moved to adopt the Resolution 2023-08-01 for accepting DWR FSRP grant funds. Jared Hastey seconded the motion. Motion Carried. <b>Vote: 4 Ayes (Read, Danna, J. Hastey, and B. Hastey), 0 Nays, 1 Absent (Atwal), and 0 Abstain.</b>					
<b>Persons Attending</b>					
<b>1. David Read – RD784 Board Vice-President</b>					
<b>2. Joe Danna – RD784 Board Trustee</b>					
<b>3. Jared Hastey – RD784 Board Trustee</b>					

<b>4. Brent Hastey – RD784 Board Trustee</b>
<b>5. Patrick Meagher – RD784 Secretary of the Board</b>
<b>6. Kimberly Ford – RD784 Deputy Secretary of the Board</b>
<b>7. Jesse Barton – RD784 Attorney</b>
<b>8. Sean Minard – RD784 Engineer (Late Arrival 10:05am)</b>
<b>9. Tina Moore – RD784 Field Superintendent</b>
<b><i>Items for Discussion and Possible Actions:</i></b>
<p><b>7. Board to Consider Authorizing the General Manager to Negotiate, Sign, and Execute Land Transfer Documents for the Linear Pond 16 Service Road –</b>  Staff requested authorization to negotiate, sign, and execute upon review and approval of General Counsel all necessary documents to deed approximately 2,600 L.F. of District owned service road along Linear Pond 16 to the County of Yuba with an easement reserved for the District to continue regular O&amp;M activities. Dedicating the land will enable the County to further pursue the completion of a future bike path. Brent Hastey moved to authorize the General Manager to negotiate, sign, and execute upon review and approval of General Counsel all necessary documents to deed approximately 2,600 L.F. of District owned service road along Linear Pond 16 to the County of Yuba with an easement reserved for the District to continue regular O&amp;M activities. Jared Hastey seconded the motion. Motion Carried. <b>Vote: 4 Ayes (Read, Danna, J. Hastey, and B. Hastey), 0 Nays, 1 Absent (Atwal), and 0 Abstain.</b></p>
<p><b>8. Board to Consider Executing an Attorney-Client Fee Contract from Somach, Simmons, &amp; Dunn and Proceed with a Lawsuit against Cal-Trans for Delinquent Assessments –</b>  Caltrans currently owes the District over \$290,000 for past due assessments which includes over \$82,000 in late fees and interest. The District sent the original assessment invoices for payment to District 3 in the fall of 2021 which became delinquent on December 10, 2021. The District received letters from Caltrans rejecting payment in April 2022 and June 2023. Staff is requesting authorization to execute an Attorney-Client Fee Contract from Somach, Simmons, &amp; Dunn to represent RD784 and to proceed with a lawsuit against Caltrans for unpaid delinquent assessments, late fees, and penalties. Jared Hastey moved to authorize and execute an Attorney-Client Fee Contract from Somach, Simmons, &amp; Dunn to represent RD784 and to proceed with a lawsuit against Caltrans for unpaid delinquent assessments, late fees, and penalties. Joe Danna seconded the motion. Motin Carried. <b>Vote: 4 Ayes (Read, Danna, J. Hastey, and B. Hastey), 0 Nays, 1 Absent (Atwal), and 0 Abstain.</b></p>
<p><b>9. Board to Receive the Final Budget Snapshot (For June 2023) –</b>  The Board was presented a Final Budget Snapshot for FYE June 2023.</p>
<b>10. Closed Session:</b>
<p><b>A. Conference with Real Property Negotiators –</b>  <b>Property: APN 016-060-037-000</b>  <b>Negotiating Party: RD784/General Manager</b>  <b>Under Negotiation: Price and Terms of Sale</b>  No Reportable Action</p>
<b>11. Field Manager’s Report:</b>

Field Manager's Report  
August 1, 2023

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Maintenance and Projects Completed

Unit 1

1. Vegetation Abatement around gate structures.
2. Painted over graffiti on blocks.
3. Debris removal.

Unit 2A

1. Vegetation Abatement around gate structures.
2. Vegetation Abatement at PS #9.

Unit 2B

1. Pump Station # 2 backup generators exercised on 7/10 & 7/24.
2. Vegetation Abatement around gate structures.
3. Vegetation Abatement at Pump Station #6.

Unit 3A

1. Pump Station #6 Backup generators exercised on 7/10 & 7/24.
2. Vegetation Abatement around gate structures.
3. Vegetation Abatement at Pump Station #2.

Unit 4

1. Vegetation Abatement for fire break.
2. Burn Levee slope L/M 4.00-5.56.
3. Drag vegetation L/S - L/M 0.00 -2.50 & 4.00 -5.60.
4. Vegetation Abatement around gate structures.
5. Set Blocks L S - L/M 3.62-3.65.

Units 3B/ 5 / 6 (Horseshoe Levee)

1. Checked waterside flap gates weekly.
2. Vegetation Abatement around all head walls.
3. Cleared beaver obstruction in Unit 5 at L/M 2.47.

Unit 7

1. Vegetation Abatement around gate structures.
2. Debris removal.

Unit 8

1. Vegetation Abatement around gate structures.

Unit 9

1. Pump Station #3 Backup generator exercised on 7/10 & 7/24.
2. Vegetation Abatement around gate structures.
3. Vegetation Abatement at Pump Station #3.
4. Vegetation Abatement along block line at L/M 4.00.
5. Mowed L/S service road L/M 1.00-5.50.
6. Sprayed Unit 9 L/S service road L/M 3.00-4.50.
7. New AB gravel L/S service road L/M 1.50-5.00.

#### Goldfields 200-year Levee

1. Vegetation Abatement around gate structures.
2. Repaired gate on Brophy entrance, (Sheriff's Report Number T23000299).

#### Drainage Laterals and Detention Basins.

1. Vegetation Abatement along lateral 14.
2. Vegetation Abatement / trim trees lateral 15 (N).
3. Vegetation Abatement Ella Basin (N&S) block line.
4. Vegetation Abatement / cut sucker trees Chestnut Basin service road.
5. Vegetation Abatement / cut sucker trees lateral 5 (E&W).
6. Vegetation Abatement Wheeler Basin service road.
7. Vegetation Abatement / cut sucker trees at Cal Trans Basin.
8. Vegetation Abatement / cut sucker trees along lateral 23 / PS #9 outfall.
9. Vegetation Abatement / cut sucker trees pond 8 (N).
10. Mowed Wheeler Basin (S).
11. Cut sucker trees out of pond 20.
12. Cut sucker trees at Chestnut Basin along service road.
13. Cleared beaver obstructions out of Lateral 16.
14. Sprayed Blackberries Lateral 13 (N).
15. Sprayed lateral 5 & 16 service road.
16. Painted block line on Ella Basin (N).

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

1. Shop generator was exercised on 7/10 & 7/24.
2. Shop yard debris removal.
3. Installed new drive shaft & new tires on Rhino Flex 15 mower.
4. Installed new toilet in shop restroom.
5. Installed new soap dispensers' shop & office.

#### Safety / Training

1. Administered weekly safety meetings.  
Pesticide: (Wilco ground squirrel bait, Kaput D Rodentex)

Safety Topic: (ATV Four Wheeler, Welding & Cutting , Two Man Auger & Wildlife Safety Procedures).

Miscellaneous

1. Regularly check the District, all Pump Stations and Yuba College Flood Fight Coalition storage site for damage or issues.
2. Vegetation Abatement Pump Station's 4, 5, 7, & 10.

**12. Administrative Assistant's Report:**

**Administrative Assistant Monthly Report  
August 1, 2023**

**Accounting:**

1. Budget Updates
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, Meetings with Accountant, Calls with Auditor, and Drop Off Documents- Pending

**Clerical/Office:**

1. Impact Fees & Plan Check Fees
  - A. Plumas Lake Unit 8 – JAS Land Fund – Encroachment Application
2. Permit Clearance Request Sign Offs
  - A. Lennar – River Oaks North Village 2
  - B. KB Homes – Cobblestone Phase 5 & 7
  - C. Cresleigh Homes – Plumas Lake Village 2
  - D. Richmond Homes – Thoroughbred Acres
3. Lennar Bond Release Letters

**Human Resources:**

1. Field Crew Applicant Interviews

**Contract Management:**

1. 2022-2023 FMAP Grant – On-Going
2. YWA/DWR IRWMP Grant – On-Going
3. YWA Boundary Grant - Grant Extended
4. TRLIA Goldfields – Maintenance Billing - On-Going
5. Olivehurst Pump Station – Maintenance Billing – On-Going – New Contract Renewal - Pending
6. Chestnut Pond Watershed Improvements – Billing – On-Going
7. Ray Morgan – Copier/Fax Contract Lease – Meetings and Implementation Calls

### **Regulatory Compliance:**

1. Managing PWC 100 Projects online with Department of Industrial Relations
2. Research & Compilation of General Liability and Worker's Compensation Programs

### **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, Andrea Chapman – Sage/Master Builder, Veronica Cobian – ACWA, and Leon Ellis – Ray Morgan.

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

General Manager's Report  
August 1, 2023

### **Administration:**

1. Meetings: 07.12 RD784 Board meeting, 07.18 TESCO SCADA training, Ray Morgan (copy machine), Staff Meetings, and Rotary.
2. Approved employee time off requests and task scheduling.
3. Bond Release letters to Lennar Homes of California, Inc, - River Oaks Detention Basin and North Outfall Pipe.
4. Liability and Workman's Comp Insurance Applications (SDRMA and ACWA).
5. Responded to USACE 408 Permission Section inquiry – National Register of Historic Places.
6. Field applicant interviews.
7. RFP for New Fleet Service Truck.
8. Plan Reviews/Impact Fee Program:
  - A. PG & E Gas Casing removal project at Island Avenue, Levee Unit 2.
  - B. Trull RV & Boat Storage – 4131 Hazel St. – MHM completed a 3<sup>rd</sup> review and provided new comments for outstanding items which were forwarded to the owner on May 16. On June 14, 2023, the owner paid the District a review fee overage plus another deposit to complete a 4<sup>th</sup> review.
  - C. TRLIA Climate Resiliency Project.
  - D. Local DRAFT O & M manual review.

### **Projects:**

1. Pump Station 5, 7, and 9 SCADA improvements – Tesco Controls
2. TRLIA/RD784 land transfer reviews - Working on Cal-Trans Detention Basin.
3. Lindhurst Avenue/ Chestnut Pond drainage improvements (County Project).
4. Urban levee boundary adjustments – MHM/Yuba LAFCO (MHM addressing first comments).

5. USACE Utility encroachment correction coordination continues.

**Regulatory Compliance:**

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

**Announcements:**

1. The USACE will be inspecting the RD784 Urban Levee System (Plumas Lake Basin) sometime in FY 2023-24.
2. The next regular RD784 Board meeting is scheduled for Tuesday, September 5 (The day after the Labor Day Holiday).

**14. Board Reports:**

Brent Hastey reported that he would be attending the TRLIA Board Meeting August 1, 2023.

**15. Meeting Adjourned:**

***The Meeting was adjourned at 10:38am.***

*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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Sarbdeep Atwal, President

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Kimberly Ford, Deputy Board Secretary