



*Yuba County, California*



**SPECIAL BOARD MEETING AGENDA**

**Reclamation District 784  
1594 Broadway Street  
Arboga, CA 95961-8821**

**Meeting Description:**

**Reclamation District No. 784 Board of Trustee’s Special Board Meeting**

**Date: January 13, 2025 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, Tina Moore – 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 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 Meeting Minutes -**

**5. Approve Checks and Warrants -**

**Discussion Items**

**6. Board to Select Chair and Vice-Chair for 2025 -**

**7. Board to Receive the 2024 DWR Fall Levee Inspection Results -**

**8. Board to Receive and Consider a Draft Capital Improvements Plan -**

**9. Board to Receive Information About the Yuba County Parks & Recreation Work Group -**

**10. Board to Receive Information on HR Consulting Firms and Provide Direction to Staff -**

**11. Board to Receive the Monthly Budget Snapshot -**

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

**13. Office Manager's Report -**

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

**15. Board Reports -**

**16. 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 it 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  
Special Board Meeting Agenda Briefing  
January 13, 2025

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1. Call to Order:
2. Open Session:
3. Public Comment:

Consent Items:

4. Approve Minutes:
5. Approve Checks and Warrants:

Discussion Items:

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6. Board to Select Chair and Vice Chair for 2025:
7. Board to Receive the 2024 DWR Fall Levee Inspection Results: The District received an acceptable "A" rating for all urban and rural levee units. (See Handout)
8. Board to Receive and Consider a Draft Capital Improvements Plan: Staff has been working with MHM and YWA on a draft Capital Improvements Plan to identify, prioritize, and budget for upcoming infrastructure projects over the next several years. Projects include culvert replacements, pump station upgrades, security upgrades, patrol road rehabilitations, telemetry upgrades, and more. (See Handout)
9. Board to Receive Information About the Yuba County Parks & Recreation Work Group: Staff attended Yuba Co. Parks and Rec. workgroup meetings on December 12<sup>th</sup> and January 9<sup>th</sup> to discuss the county's goal and objective to develop, review, and update a plan to promote the utilization of parks, walking paths, playgrounds, and other recreational activities across Yuba County as part of exploration for

possible formation of a regional park's recreation authority. The current Yuba County Parks Master Plan from 2008 identifies specific local parks, trails, sports fields, various indoor & outdoor recreational programs, and special use areas. The plan also mentions that other agencies, including RD784, serve parks and recreation-related functions for communities within Yuba County; although, there are no specific activities or functions identified in the plan. The District does not discourage non-motorized recreation such as walking, biking, etc. Staff is seeking direction from the Board whether or not to engage with the workgroup on this effort which would entail attending monthly workshop meetings and supporting the workgroup's goal and objective, which is to promote and increase the use of currently available parks and recreation areas across Yuba County. (See Handout)

10. Board to Receive Information on HR Consulting Firms and Provide Direction to Staff:  
In the past, the GM has conducted wage and salary surveys for all staff. In preparation for upcoming employee wage & salary surveys (including for the GM), staff is seeking direction from the Board to either continue conducting surveys internally or begin utilizing an outside HR consulting firm.

11. Board to Receive the Monthly Budget Snapshot

**Flood Control Project Maintenance  
Levee Inspections  
Fall 2024 Levee Maintenance Deficiency Summary Report**

**Sacramento River Basin**

<b>RD0784</b>	Overall LMA Rating	Total LMA Miles						
<b>Reclamation District No. 0784 Plumas Lake</b>	<b>A</b>	<b>33.20</b>						
Rated Item	Maintenance Deficiency				Enforcement		Design & System Obsolescence	
	M Miles	U Miles	M + 4U Miles	Threshold %	M Miles	U Miles	M Miles	U Miles
<i>Earthen Levee</i>								
Encroachments					3.25	0.49		
<i>Supplemental</i>								
DWR UCIP LMA Responsibility	0.10		0.10	0.30%				
<b>LMA Totals:</b>	<b>0.10</b>	<b>0.00</b>	<b>0.10</b>	<b>0.30%</b>	<b>3.25</b>	<b>0.49</b>	<b>0.00</b>	<b>0.00</b>

<b>Unit No. 01 Yuba River LB</b>	Overall Unit Rating	Total Unit Miles						
<b>RD0784</b>	<b>A</b>	<b>2.21</b>						
Rated Item	Maintenance Deficiency				Enforcement		Design & System Obsolescence	
	M Miles	U Miles	M + 4U Miles	Threshold %	M Miles	U Miles	M Miles	U Miles
<i>Earthen Levee</i>								
Encroachments						0.49		
<b>Unit Totals:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>	<b>0.49</b>	<b>0.00</b>	<b>0.00</b>

<b>Unit No. 02A Feather River LB</b>	Overall Unit Rating	Total Unit Miles						
<b>RD0784</b>	<b>A</b>	<b>2.54</b>						
Rated Item	Maintenance Deficiency				Enforcement		Design & System Obsolescence	
	M Miles	U Miles	M + 4U Miles	Threshold %	M Miles	U Miles	M Miles	U Miles
No Items								
<b>Unit Totals:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>				

<b>Unit No. 02B Feather River LB</b>	Overall Unit Rating	Total Unit Miles						
<b>RD0784</b>	<b>A</b>	<b>3.95</b>						
Rated Item	Maintenance Deficiency				Enforcement		Design & System Obsolescence	
	M Miles	U Miles	M + 4U Miles	Threshold %	M Miles	U Miles	M Miles	U Miles
No Items								
<b>Unit Totals:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>				

<b>Unit No. 03A Bear River RB</b>	Overall Unit Rating	Total Unit Miles						
<b>RD0784</b>	<b>A</b>	<b>0.78</b>						
Rated Item	Maintenance Deficiency				Enforcement		Design & System Obsolescence	
	M Miles	U Miles	M + 4U Miles	Threshold %	M Miles	U Miles	M Miles	U Miles
No Items								
<b>Unit Totals:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>				

<b>Unit No. 03B Bear River RB</b>	Overall Unit Rating	Total Unit Miles						
<b>RD0784</b>	<b>A</b>	<b>1.49</b>						
Rated Item	Maintenance Deficiency				Enforcement		Design & System Obsolescence	
	M Miles	U Miles	M + 4U Miles	Threshold %	M Miles	U Miles	M Miles	U Miles
<i>Earthen Levee</i>								
Encroachments					0.30			
<i>Supplemental</i>								
DWR UCIP LMA Responsibility	0.02		0.02	1.34%				
<b>Unit Totals:</b>	<b>0.02</b>	<b>0.00</b>	<b>0.02</b>	<b>1.34%</b>	<b>0.30</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**Flood Control Project Maintenance  
Levee Inspections  
Fall 2024 Levee Maintenance Deficiency Summary Report**

**Sacramento River Basin (cont.)**

<b>Unit No. 04 Interceptor Canal RB</b>	Overall Unit Rating	Total Unit Miles						
RD0784	<b>A</b>	<b>6.33</b>						
Rated Item	Maintenance Deficiency				Enforcement		Design & System Obsolescence	
	M Miles	U Miles	M + 4U Miles	Threshold %	M Miles	U Miles	M Miles	U Miles
<i>Supplemental</i>								
DWR UCIP LMA Responsibility	0.01		0.01	0.16%				
<i>Unit Totals:</i>	0.01	0.00	0.01	0.16%	0.00	0.00	0.00	0.00
<b>Unit No. 05 Interceptor Canal LB</b>	Overall Unit Rating	Total Unit Miles						
RD0784	<b>A</b>	<b>4.19</b>						
Rated Item	Maintenance Deficiency				Enforcement		Design & System Obsolescence	
	M Miles	U Miles	M + 4U Miles	Threshold %	M Miles	U Miles	M Miles	U Miles
<i>Earthen Levee</i>								
Encroachments					2.95			
<i>Supplemental</i>								
DWR UCIP LMA Responsibility	0.06		0.06	1.43%				
<i>Unit Totals:</i>	0.06	0.00	0.06	1.43%	2.95	0.00	0.00	0.00
<b>Unit No. 06 South Dry Creek RB</b>	Overall Unit Rating	Total Unit Miles						
RD0784	<b>A</b>	<b>0.25</b>						
Rated Item	Maintenance Deficiency				Enforcement		Design & System Obsolescence	
	M Miles	U Miles	M + 4U Miles	Threshold %	M Miles	U Miles	M Miles	U Miles
<i>Supplemental</i>								
DWR UCIP LMA Responsibility	0.01		0.01	3.97%				
<i>Unit Totals:</i>	0.01	0.00	0.01	3.97%	0.00	0.00	0.00	0.00
<b>Unit No. 07 Yuba River LB</b>	Overall Unit Rating	Total Unit Miles						
RD0784	<b>A</b>	<b>3.82</b>						
Rated Item	Maintenance Deficiency				Enforcement		Design & System Obsolescence	
	M Miles	U Miles	M + 4U Miles	Threshold %	M Miles	U Miles	M Miles	U Miles
No Items								
<i>Unit Totals:</i>	0.00	0.00	0.00	0.00%				
<b>Unit No. 08 Three Rivers RB</b>	Overall Unit Rating	Total Unit Miles						
RD0784	<b>A</b>	<b>1.93</b>						
Rated Item	Maintenance Deficiency				Enforcement		Design & System Obsolescence	
	M Miles	U Miles	M + 4U Miles	Threshold %	M Miles	U Miles	M Miles	U Miles
No Items								
<i>Unit Totals:</i>	0.00	0.00	0.00	0.00%				
<b>Unit No. 09 Feather River LB</b>	Overall Unit Rating	Total Unit Miles						
RD0784	<b>A</b>	<b>5.71</b>						
Rated Item	Maintenance Deficiency				Enforcement		Design & System Obsolescence	
	M Miles	U Miles	M + 4U Miles	Threshold %	M Miles	U Miles	M Miles	U Miles
No Items								
<i>Unit Totals:</i>	0.00	0.00	0.00	0.00%				

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Basin	Reclamation District	Project	Estimated Cost	Spent to Date	Remaining	Anticipated Schedule	Other Funding Sources
RD 784 Urban	RD 784	Unit 3 BR Relief Well #11 Abandonment & Replacement	\$ 200,000	\$ -	\$ 200,000	2025	
RD 784 Urban	RD 784	Real Estate Cleanup	\$ 650,000	\$ -	\$ 650,000	2024-2028	
RD 784 Urban	RD 784	Pump Station No. 2 (aka Clark PS) - Additional Pump, Motor, and Pipe Installation includes upgrade of MCC and PLC	\$ 1,560,000	\$ -	\$ 1,560,000	2025-2023	RD 784 Impact Fees
RD 784 Urban	RD 784	Lateral No. 15 - Railroad Culverts Crossing Upgrades (Total of 4) near Confluence with Lateral 17	\$ 975,000	\$ -	\$ 975,000	2025-2028	
RD 784 Urban	RD 784	Pump Station No. 1 (aka Woody) - Removal and Dispose Pump Station and Pipes	\$ 260,000	\$ -	\$ 260,000	2025-2028	
RD 784 Urban	RD 784	Pump Station No. 4 (aka Tahiti) - Remove and Dispose	\$ 715,000	\$ -	\$ 715,000	2025-2028	
RD 784 Urban	RD 784	Pump Station No. 4 (aka Tahiti) - Gravity outfall to Clark Lateral on PS removed	\$ 8,775,000	\$ -	\$ 8,775,000	2028-2030	
RD 784 Urban	RD 784	Pump Station No. 5 (aka Avondale PS) - Remove and Replace	\$ 8,450,000	\$ -	\$ 8,450,000	2026-2029	
RD 784 Urban	RD 784	Pump Station No. 7 (aka Chestnut) - Remove and Replace	\$ 975,000	\$ -	\$ 975,000	2026-2029	
RD 784 Urban	RD 784	Pump Station No. 7 (aka Chestnut) - Outfall Ditch Improvements	\$ 3,445,000	\$ -	\$ 3,445,000	2026-2029	RD 784 Impact Fees
RD 784 Urban	RD 784	Pump Station No. 9 (aka Island Road) - Upgrade and Additional Capacity (Handle County Improvements in West Linda)	\$ 5,478,000	\$ -	\$ 5,478,000	2024-2025	RD 784 Impact Fees
RD 784 Urban	RD 784	Pump Station No. 10 (aka Ella Basin) - Discharge Pipe Improvements to Floodway	\$ 663,000	\$ -	\$ 663,000	2024-2025	RD 784 Impact Fees
RD 784 Urban	RD 784	Pump Station No. 10 (aka Ella Basin) - Pump, Motor, MCC and PLC Improvements	\$ 1,105,000	\$ -	\$ 1,105,000	2027-2035	RD 784 Impact Fees
RD 784 Urban	RD 784	Pump Station No. 10 (aka Ella Basin) - Outflow Canal Improvements from Levee to River	\$ 180,000	\$ -	\$ 180,000	2026-2029	RD 784 Impact Fees
RD 784 Urban	RD 784	Install CCTV Security Cameras at Pump Stations (PS #2, 3, 6, 7, 8, 9, and 10)	\$ 1,200,000	\$ -	\$ 1,200,000	2026-2029	
RD 784 Urban	RD 784	Replace SCADA System and all Pump Station PLC's (PS #2, 3, 6, 7, 8, 9, and 10)	\$ 585,000	\$ -	\$ 585,000	2025-2028	
RD 784 Urban	RD 784	Drainage Basin C to Basin B Connection at Ross Ranch (remove and replace existing sluice gate and outfall pipeline)	\$ 2,145,000	\$ -	\$ 2,145,000	2027-2030	
RD 784 Urban	RD 784	Lateral No. 5 - Replace Canal with Underground Pipe	\$ 325,000	\$ -	\$ 325,000	2026-2029	TRLIA
RD 784 Urban	RD 784	Replace all levee piezometers & inclinometers	\$ 1,950,000	\$ -	\$ 1,950,000	2027-2035	
RD 784 Urban	RD 784	Toe Access Road Project (1.5 miles) - Starr Bend to Island Road - Land and Water side toe road					
Subtotal RD 784			\$ 39,636,000	\$ -	\$ 39,636,000		
Horseshoe - Rural	RD 784	Pipe Crossing - Gravity - Remove and Replace	\$ 715,000	\$ -	\$ 715,000	2025-2028	
Subtotal Horseshoe			\$ 715,000	\$ -	\$ 715,000		

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Basin	Reclamation District	Project	Estimated Cost	Spent to Date	Remaining	Anticipated Schedule	Other Funding Sources
<b>Grand Total</b>			\$ 40,351,000	\$ -	\$ 40,351,000		

\* Indicates projects should be eligible for State or Federal Grant funding

\*\* Indicates projects with potential for cost share through Public/Private Partnership

TAC - \$850K/mile including real estate, construction (1.5 feet thick), gates and pipes.

**Levee Miles by Basin**

RD 784 - Rural (aka Horseshoe)	6.17
RD 784 - Urban	27.26
RD 784 - Urban (Goldfield)	2.63





## **Parks and Recreation Workgroup Charter**

### **Purpose:**

The Yuba County Parks and Recreation Workgroup is charged with promoting the utilization of parks and recreational sites across Yuba County. In addition, the workgroup will decide how best to incorporate the recommendations from the 2008 Yuba County Park Master Plan with the goal of ensuring Yuba County is a great place to live, work, and play.

### **Background and Rationale:**

In 2022, Yuba County published its Community Health Assessment (CHA) which is a data driven document that can be used by members of the Yuba County community to better understand the health needs and resources of the community. As part of the CHA, a community health survey was distributed county-wide to receive community input from individuals who live and/or work in Yuba County with a focus on what they identified were the top health issues. In total, 996 surveys were collected and in the last free response question that asked participants what they would like to see happen to make Yuba County a healthier place to live – the top identified theme was to focus on Neighborhoods and Built Environment (NBE), which became one of three health priorities Yuba County community stakeholders chose to focus on for the next 3-5 years. The other health priorities are health care access and mental health access. These top three health priorities and the goals, strategies, and tactics comprise the Yuba County Community Health Improvement Plan (CHIP). One of the key goals of the Safe Neighborhood and Built Environment (SBNE) priority was to establish a Yuba County Park and Recreational Workgroup with this charter being the vehicle to establish the workgroup's goals and expectations.

### **Goal:**

The Yuba County Park and Recreational Workgroup is a multi-agency working group of parks and recreation professionals and recreation stakeholders working and/or living in Yuba County. The primary goal, and ultimate desired outcome, is to promote and increase the use of currently available parks and recreation spots across Yuba County by January 30, 2026.

### **Objectives:**

- Compile a comprehensive list of parks and recreation spots.
- Develop and implement a promotional plan to distribute the compiled list to the community and visitors.





- Implement mechanism to ensure sustainability of coordinated promotion of parks and recreation information.
- Discuss the feasibility of formation of a regional park's recreation authority and/or other ways to implement the 2008 Yuba County Park Master Plan

**Deliverables:**

- Compilation of all parks and recreational sites available in Yuba County
- Implementation plan document that describes the necessary steps on promoting parks and recreation options

**Benefit:**

Improve health and well-being across Yuba County by promoting and expanding accessibility to recreation options within the community.

**Scope:**

The workgroup will focus on promoting parks and recreation options within the jurisdiction of the entities on the workgroup including parks, recreational sites, trails, and school sites. The workgroup will decide as a group whether to move forward with formation of a regional park's recreational authority.

**Risks/Considerations:**

- Objectives may change based on decision of formation of a regional park's recreation authority or not.
- Risk of lack of funding to maintain a centralized location for the aggregated information.

**Budget:**

None identified at this time.

**Workgroup Structure:**

The structure of the workgroup is composed of two elements; (A) entities that operate and maintain parks and recreation spots, (B) entities that have a shared interest and/or resources to assist with meeting the goals.

- A. Entities that operate and maintain parks/trail spots.
  - Bear Yuba Land Trust
  - Browns Valley Irrigation District / Collins Lake
  - Camptonville Community Partnership
  - City of Marysville
  - City of Wheatland
  - Olivehurst Public Utility District (OPUD)





- Three Rivers Levee Improvement Authority (TRLIA)
- Yuba County Community Development Services Agency (CDSA)
- Yuba Feather Communities Services (YFCS)
- Yuba Water Agency

B. Entities that have a shared interest and/or resources to assist with meeting the goal.

- Yuba-Sutter Blue Zones Project
- First 5 Yuba
- Kaiser Permanente Medi-Cal
- Partnership Health Plan
- Reclamation District 784
- Yuba County Office of Education (YCOE)
- Yuba County Health and Human Services (HHS)
- Yuba Resource Conservation District
- South Yuba River Citizens League (SYRCL)

**Workgroup Members and Roles:**

*Workgroup leads* – Mike Lee (CDSA) and Dr. Phuong Luu (HHS)

Facilitate workgroup meetings, delegates, manages timelines, gives direction, and provides support to members.

*Workgroup admin* – Alex Rodriguez (HHS)

Assist the lead with the workgroup project administration including agendas, minutes, and documents.

*Workgroup members* –

Erik Marquis, Erin (Bear Yuba Land Trust),  
Marni Sanders, Ricky Samayoa (Blue Zones),  
Kelly McNally (Browns Valley Irrigation District),  
Cathy LeBlanc (Camptonville Community Partnership),  
Dan Flores, Vincezo Corazzo (City of Marysville),  
Bill Zenoni (City of Wheatland),  
Jacob Young (Collins Lake),  
Patrick Nolan (Department of Water Resources),  
Ericka Summers, Sarah Kotko (Yuba First 5),  
Lindsey Ball, Tamar Kurlaender (Kaiser Permanente),  
BriAnne Ritchie, Dennise Burbank, John Tillotson, Swarnjit Boyal (OPUD),  
Denise Rivera, Dr. Ruffin, Hannah O’Leary, Rebecca Stark, (Partnership),  
Patrick Meagher (Reclamation District 784),  
Aaron Zettler-Mann (South Yuba River Citizens League-SYRCL),  
Sami Nall (Three Rivers Levee Improvement Authority-TRLIA),  
Greg Ferguson (YCOE),





Dr. Hoffman (Yuba Feather Communities Services),  
 Melissa Shaw (HHS),  
 DJ Baker (Yuba Resource Conservation District),  
 Ben Deal, Ryan McNally (Yuba Water Agency)  
 Support the workgroup by providing feedback during the meetings and when requested.

All workgroup members agree to:

- Provide specific local expertise, including identifying emerging local issues;
- Review workgroup reports, attachments, and meeting summaries and comment promptly;
- Attend all meetings possible and prepare appropriately;
- Complete all necessary assignments or action items prior to the due dates;
- Relay information to others in their organization that need to know after each meeting and gather information/feedback from their organization as practicable before each meeting;
- Maintain a focus on solutions that benefit the goal of the workgroup.

Workgroup leads and admin agree to:

- Keep workgroup members informed of progress;
- Provide documentation to support recommendations;
- Provide technical expertise;
- Provide early notification of workgroup meetings and provide ten working days to review and comment on reports and other documents;
- Manage logistics for meeting.
- Explain the reasons when deviations are taken from workgroup recommendations.

**Implementation Plan/Key Milestones:**

Date	Milestone
December 12, 2024	Initial convening of Yuba County Parks and Recreation Workgroup
January 9, 2025	Review Yuba County Parks and Recreation Workgroup draft charter
January 31, 2025	Finalize listing of parks and recreational sites
February 13, 2025	Finalize Yuba County Parks and Recreation Workgroup Charter
March 30, 2025	Decide if formation of regional authority is feasible
April 30, 2025	Finalize promotional plan to distribute the compiled listing of parks and recreation sites

**Workgroup Operating Guidelines**

Convening of Meetings

- Workgroup meetings will be held at the time and place chosen by the workgroup lead or admin with input from workgroup members.





- Starting in January 2025 and for the first six months, meetings will be held monthly on the 2<sup>nd</sup> Thursday of each month.
- Workgroup members will be informed of meetings or meeting changes (time, date, location, virtual/in-person) through email or in person at the meeting.

Communications:

- Workgroup documents will be posted in a location yet to be determined.
- Questions about the workgroup should be directed to the workgroup admin via email.

Conduct of Meetings:

- Meetings will be facilitated.
- Informed alternates are acceptable and encouraged if the workgroup member cannot attend.
- After all meeting agenda items have been addressed, workgroup members will be provided an opportunity to ask any questions or follow up on items if time permits.
- Meetings will end with a clear understanding of expectations and assignments for next steps.
- Meetings are expected to be one hour unless otherwise noted on the meeting invite or email communication.
- The workgroup admin will keep record of meeting attendees, key issues raised, and actions required.
- Meeting attendees will be asked to sign-in via the sign-in sheet to assist with record of attendance purposes.
- Within 10 business days after a meeting, the workgroup admin will send a meeting summary that includes list of attendees, key takeaways, action items, general notes, and post meeting resources to all workgroup members.

Decision Making Process

Workgroup members will strive to reach consensus on all decisions. In the event that consensus cannot be obtained, then simple majority of the workgroup represented entities will be taken. Members will strive to work expeditiously to try to avoid revising decisions once made.

Time Commitment

<b>Workgroup Member Responsibility</b>	<b>Time Commitment (Estimate only)</b>
Meetings	2 hours per month (includes travel time)
Document review	Approximately 1 hour per month
Meeting preparation	Approximately 1 hour per month
Individual responsibilities/action items	1-2 hours per month



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**Signatories**

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**Name and Title  
Organization**

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Organization**

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**Charter Revision History Table:**

Row #	Charter & Version	Revision Date	Revision Description	Revision Tracking Notes

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## Meeting Agenda

**Meeting Name:** Yuba County Parks and Recreation Workgroup

**Date/Time:** December 12, 2024, from 2:00-3:00 pm

**Location:** 915 8<sup>th</sup> Street, Marysville 95901 (Wheatland Conference Room)

2:00-2:10 PM Welcome and Introductions

*Dr. Luu*

2:10-2:20 PM Community Health Improvement Plan (CHIP) Priority Area 3, Goal 1, Objective 1.1, and Strategy 1.1.1 Overview

**Objective 1.1:** By January 30, 2026 develop, review, and update a plan to promote utilization of parks, walking paths, playgrounds and other recreational activities across Yuba County as part of exploration for formation of a regional park's recreation authority.

STRATEGIES	TACTICS	LEAD ENTITIES	TARGET DATE	ANTICIPATED PRODUCT OR RESULT
1.1.1 Centralize information regarding parks and recreation sites in Yuba County with a desire to form a regional parks/recreational authority.	Convene jurisdictions with parks and recreation sites in Yuba County to form a Yuba County Parks and Recreation Workgroup.	Community Development Services Agency	December 2024 <del>January 2024</del>	Initial convening meeting.
	Yuba County Parks and Recreation Workgroup to develop comprehensive list of parks and other recreational options.		January 2025 <del>April 2024</del>	Listing of all parks and recreational sites in Yuba County.
	Promotion plan to distribute the compiled information to the community through different modalities and groups (i.e., schools, faith-based organizations, community-based organizations).	Yuba County Parks and Recreational Workgroup	April 2025 <del>September 2024</del>	Sharing of parks and recreational sites to Yuba County public and visitors.
	Explore the formation of a Parks/Recreation Regional Authority to ensure sustainability of coordinated promotion of parks/tec information.		March 2025	Decision on whether to form park/recreation regional authority.
	If regional authority deemed feasible, explore funding mechanisms and governance structure of authority.		January 2026	Advocate for consistent funding for the identified food delivery programs.

2:20-2:40 PM Workgroup Discussion

- How can we start to gather the parks and recreational options in Yuba County?
- What mechanism(s) are best to share the collected information to Yuba County residents?

2:40-2:55 PM Next Steps

- Workgroup Charter?

# Safe Neighborhoods & Built Environments

Information & Background

Community Input

Goal #1  
Objective 1.1

Goal #1  
Objective 1.2

Goal #2  
Objective 2.1 & 2.2

## Priority Area: Safe Neighborhoods & Built Environments

**Goal 1:** Increase the use of the currently available recreational options in Yuba County.

**Objective 1.1:** By January 30, 2026 develop, review, and update a plan to promote utilization of parks, walking paths, playgrounds and other recreational activities across Yuba County as part of exploration for formation of a regional park's recreation authority.

STRATEGIES	TACTICS	LEAD ENTITIES	TARGET DATE	ANTICIPATED PRODUCT OR RESULT
1.1.1 Centralize information regarding parks and recreation sites in Yuba County with a desire to form a regional parks/recreational authority.	Convene jurisdictions with parks and recreation sites in Yuba County to form a Yuba County Parks and Recreation Workgroup.	Community Development Services Agency	January 2024	Initial convening meeting.
	Yuba County Parks and Recreation Workgroup to develop comprehensive list of parks and other recreational options.		April 2024	Listing of all parks and recreational sites in Yuba County.
	Promotion plan to distribute the compiled information to the community through different modalities and groups (i.e., schools, faith-based organizations, community-based organizations).	Yuba County Parks and Recreational Workgroup	September 2024	Sharing of parks and recreational sites to Yuba County public and visitors.
	Explore the formation of a Parks/Recreation Regional Authority to ensure sustainability of coordinated promotion of parks/rec information.		March 2025	Decision on whether to form park/recreation regional authority.
1.1.2 Promote schools' sites for outdoor recreation (i.e. playgrounds, pools, basketball courts).	If regional authority deemed feasible, explore funding mechanisms and governance structure of authority.		January 2026	Advocate for consistent funding for the identified food delivery program..
	Yuba County Office of Education and school districts gather to discuss outdoor recreation options at the schools that can be made available .	Yuba County Office of Education	January 2024	Listing of outdoor recreation options at schools to the public.
	Promotion plan for the school recreational sites.		July 2024	
1.1.3 Advocate for outdoors parks to be smoke-free to encourage public use.	Passage of ordinances in all Yuba County jurisdictions to have outdoor parks be smoke-free.	Blue Zones Project	May 2024	Passage of outdoor smoke free ordinances in all Yuba County parks.

# Safe Neighborhoods & Built Environments

Information &  
Background

Community Input

Goal #1  
Objective 1.1

Goal #1  
Objective 1.2

Goal #2  
Objective 2.1 & 2.2

## Priority Area: Safe Neighborhoods & Built Environments

**Goal 1:** Increase the use of the currently available recreational options in Yuba County.

**Objective 1.2:** By January 30, 2027, increases the recreational and community event participation of Yuba County residents by 20% compared with 2023 baseline

STRATEGIES	TACTICS	LEAD ENTITIES	TARGET DATE	ANTICIPATED PRODUCT OR RESULT
1.2.1 Develop mechanism to analyze Yuba County residents' level of recreational and community event participation	Conduct literature review and explore available data for developing a baseline assessment of participation at recreational community events	HHS Public Health Division	January 2024	Baseline 2023 data regarding recreational and community events participation among Yuba County residents
	Repeat analysis on annual basis to monitor progress		Annually	Annual survey data report
	Present proposal to the Yuba County Public Information Officers (PIOs) seeking their input on an appropriate host for this central source	HHS Public Health Division	November 2023	Finalization of host site for this centralized listing of community and recreation events
1.2.2 Create central location for the public to be aware of community/recreation events in Yuba County	Develop processes for various Yuba County organizations to submit community events information to the host entity	Yuba-Sutter Chamber of Commerce	March 2024	Referral process finalized
	Publication of community events listing on at least weekly basis	Host Entity	July 2024	Listing of community and recreation events
1.2.3 Increase accessibility to hiking trails to Yuba County residents	Establish program guidelines and develop promotion plan for Yuba County community	Yuba County Resource Conservation District	January 2025	Sharing of trails and access points to Yuba County public and visitors

## Safe Neighborhoods & Built Environments

Information &  
Background

Community Input

Goal #1  
Objective 1.1

Goal #1  
Objective 1.2

Goal #2  
Objective 2.1 & 2.2

### Priority Area: Safe Neighborhoods & Built Environments

**Goal 1:** Enhance a culture in Yuba County to gather as a community and move freely as a means of wellness and health p..

**Objective 2.1:** By 2028, increase walkability\* score by 10% and bike-ability\* score by 10% within Linda and Olivehurst corridor.

STRATEGIES	TACTICS	LEAD ENTITIES	TARGET DATE	ANTICIPATED PRODUCT OR RESULT
2.1.1 Implement countermeasures highlighted in Yuba County System Safety Analysis Report Program (SSARP) and Local Road Safety Plan (LSRP)	Leverage SSARP & LSRP findings to apply for competitive grants	Yuba County Public Works	March 2025	Improve driver awareness/safety that leads to increase pedestrian..
	Leverage Feather River Air Quality Management District Mini Grant Program to increase pedestrian accessibility		January 2024	Improved infrastructure to increase pedestrian accessibility.
2.1.2 Develop a Mobility Plan for future bike/ped connections and projects.	Organize a public workshop in collaboration with Engineering Firm to present the mobility plan and obtain feedback from the community.	Yuba County Public Works	December 2023	Qualitative input that will be used to develop a comprehensive Bicycle and Pedestrian Mobility Plan.
2.1.2 Implement Walking Moais in at least two additional Yuba County locations	Access Yuba County's locations/communities that would like to establish Walking Moais	Blue Zones Project	November 2023	Identification of the two locations.
	Promotion of the new Walking Moais		March 2024	Walking Moais' information shared with Yuba County community.
	Implement Walking Moais at those locations		May 2024	Implementation of Walking Moais.

**Objective 2.2:** By June 30, 2027, expand the availability of farmers' markets for Yuba County residents

STRATEGIES	TACTICS	LEAD ENTITIES	TARGET DATE	ANTICIPATED PRODUCT OR RESULT
2.2.1 Implement at least one additional farmer's market in Yuba County	Develop promotion plan for the Brownsville Farmer's Market	Yuba-Sutter Chamber of Commerce & HHS Public Health.	May 2027	Promotion plan compiled.
	Allow for the consumer use of Electronic Benefits Transfer (EBT) at the Brownsville Farmer's Market and at other locations	HHS Public Health Division	June 2027	EBT available as a payment form at farmers' market.

\*Walk Score measures the walkability of any address and bikeability measures whether a location is good for biking. Scores are from 0 to 100 and based on the distance to a..



7090	Telecommunications / Computer Software & Hardware	\$	50,000.00	\$	19,563.67	\$	30,436.33
5210 Pump #	PG & E Utility Pumps	\$	150,000.00	\$	47,824.35	\$	102,175.65
5215	PG & E Utility Shop & Office	\$	10,000.00	\$	3,268.56	\$	6,731.44
(7220) (7221)	Garbage & Chemical Dump Service	\$	5,000.00	\$	1,675.36	\$	3,324.64
(7150) (7145)	Office Supplies & Office Exp. Including Postage	\$	5,000.00	\$	903.99	\$	4,096.01
(7230) (7225)	Safety Equipment /Safety Training	\$	15,000.00	\$	2,584.10	\$	12,415.90
7110/7111	Flood Fight Training	\$	5,000.00	\$	534.93	\$	4,465.07
7195	Uniforms	\$	5,000.00	\$	1,479.74	\$	3,520.26
5255 Job #	Security Patrol	\$	40,000.00	\$	2,847.00	\$	37,153.00
5473 Pump #	Sonitrol Security Monitoring	\$	30,000.00	\$	9,948.21	\$	20,051.79
7180	Water Service	\$	5,000.00	\$	2,697.54	\$	2,302.46
7160	Office Repairs	\$	5,000.00	\$	15,726.23	\$	(10,726.23)
7190	Legal Ads/Notices	\$	5,000.00	\$	161.20	\$	4,838.80
5221	Shop Labor	\$	20,000.00	\$	2,694.41	\$	17,305.59
7235	Newspaper Service	\$	288.86	\$	200.00	\$	88.86
7155	Shop Materials, Supplies, Tools, & Misc. Expenses	\$	15,000.00	\$	3,014.56	\$	11,985.44
6001 6002	Vehicle & Equipment Maintenance & Repairs	\$	50,000.00	\$	42,265.12	\$	7,734.88
6003	Vehicle & Equipment Fuel & Oil	\$	45,000.00	\$	21,551.82	\$	23,448.18
Pump Station Maintenance and Repairs							
5270/Pump #	Annual Pump Maint. Contracts & Repairs & SCADA	\$	150,000.00	\$	74,398.51	\$	75,601.49
5272/Pump #	Additional Contract Labor - Leased Labor	\$	30,000.00	\$	2,654.19	\$	27,345.81
5271/Pump #	Pump Fuel and Oil	\$	15,000.00	\$	7,916.26	\$	7,083.74
(5273/Job) (5274/Job)	Materials and Supplies & Equipment Rental	\$	15,000.00	\$	336.09	\$	14,663.91
5280/Pump #	Chemicals	\$	1,500.00	\$	-	\$	1,500.00
5281/Pump #	Pump Station Capital Replacement Fund	\$	94,000.00	\$	-	\$	94,000.00
5282/Pump #	Rental - Back Up Generator	\$	40,000.00	\$	4,000.00	\$	36,000.00
Urban Levee Maintenance and Repair							
5410/Job	Contract Services-Goats	\$	110,000.00	\$	55,165.00	\$	54,835.00
(5251/Job) (5470/Job)	Outside Labor Contract - Leased Labor/CDF Labor	\$	60,000.00	\$	42,815.62	\$	17,184.38
(5250/Job) (5426/Job)	Contract Maint. Services / Emerg. Repairs or Cleanup	\$	100,000.00	\$	-	\$	100,000.00
5253/Job	Contract Services- Material & Hauling	\$	75,000.00	\$	1,227.43	\$	73,772.57
5420/Job	Piezometer & Inclinator Monitoring - MHIM	\$	30,000.00	\$	-	\$	30,000.00
(5254) (5256)	Materials and Supplies & Equipment Rental	\$	70,000.00	\$	15,517.62	\$	54,482.38
5435/Job	Contract Welding Services & Fencing Repairs	\$	15,000.00	\$	-	\$	15,000.00
5425/Job	Barriers	\$	10,000.00	\$	-	\$	10,000.00
5460	Contract Relief Well Services	\$	50,000.00	\$	555.00	\$	49,445.00
6020	Equipment Purchases (Including Vehicles)	\$	110,000.00	\$	63,989.98	\$	46,010.02
7111	Flood Fight Equipment & Storage	\$	15,000.00	\$	2,123.25	\$	12,876.75
5291/Job	Chemical - Weed and Rodents & Grout	\$	10,000.00	\$	2,137.74	\$	7,862.26
Rural Levee Maintenance and Repair							
5410/Job	Goats & Sheep Contract (Expenses Included in FMAP Funds)	\$	-	\$	-	\$	-
(5261/Job) (5470/Job)	Outside Labor - Leased Labor / CDF Labor (Expenses Included in FMAP Funds)	\$	-	\$	-	\$	-
(5260/Job) (5266/Job)	Contract Maint. Services - Emerg. Repairs and Cleanup	\$	-	\$	-	\$	-
(5262/Job) (5263/Job)	Materials and Supplies & Equip. Rental (Expenses Included in FMAP Funds)	\$	-	\$	-	\$	-
5264/Job	Chemicals - Weeds & Rodents & Grout (Expenses Included in FMAP Funds)	\$	-	\$	-	\$	-
Ditches & Canals Maintenance & Repairs							
5410/Job	Goats & Sheep Contract	\$	63,700.00	\$	30,753.30	\$	32,946.70
(5481)(5470)(5265) All/J	Outside Labor Contract - Leased Labor / CDF and Supplies	\$	35,000.00	\$	26,388.55	\$	8,611.45

(5480/Job) (5484/Job)	Contract Maint. Services & Emerg.Repairs and Cleanup	\$ 17,000.00	\$ 2,880.00	\$ 14,120.00
(5483/Job) (5482/Job)	Materials and Supplies & Equipment Rental	\$ 15,000.00	\$ 3,476.02	\$ 11,523.98
5488	Contract Services Material & Hauling	\$ 30,000.00	\$ 3,554.46	\$ 26,445.54
5485/Job	Concrete Lined Ditch Replacement	\$ 30,000.00	\$ -	\$ 30,000.00
5275/Job	Chemicals-Weeds & Rodents & Grout	\$ 5,000.00	\$ 712.53	\$ 4,287.47
5487/Job	Ditches & Canals Capital Replacement Fund	\$ 20,000.00	\$ -	\$ 20,000.00
	District Support			
7120	Chemical Training	\$ 4,000.00	\$ 95.00	\$ 3,905.00
7100	Training Seminars	\$ 36,000.00	\$ -	\$ 36,000.00
7130	Trustee Expenses/Gen Election Costs	\$ 20,000.00	\$ -	\$ 20,000.00
(7061-Gen) (5061/Job)	Licenses & Permits	\$ 15,000.00	\$ 7,397.49	\$ 7,602.51
7140	Emp Screening and Drug Testing/Physicals	\$ 2,000.00	\$ 247.00	\$ 1,753.00
7800-7999	Misc. Reimb. & Expenses - Mileage, Meals, Emp. App.	\$ 7,000.00	\$ 3,298.51	\$ 3,701.49
7200	Membership Dues & Assc.	\$ 30,000.00	\$ 25,947.41	\$ 4,052.59
5510	Building/Shop Replacement	\$ 24,000.00	\$ -	\$ 24,000.00
	Overhead Contingency	\$ 6,500.00	\$ -	\$ 6,500.00
7240	TRIA Allocations	\$ 250,000.00	\$ -	\$ 250,000.00
	<b>TOTAL</b>	<b>\$15,265,591.71</b>	<b>\$2,551,703.17</b>	<b>\$ 12,713,888.54</b>

Maintenance and Projects Completed

Unit 1

1. Vegetation abatement around gate structures.
2. Debris removal.
3. Grout squirrel holes L/S – L/M 1.00-1.32, 1.70-1.77

Unit 2A

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

Unit 2B

1. Pump Station # 2 backup generators exercised 12/9 & 12/23.
2. Vegetation abatement around gate structures.

Unit 3A

1. Pump Station # 2 backup generators exercised 12/9 & 12/23.
2. Vegetation abatement around gate structures.

Unit 4

1. Vegetation abatement around gate structures.
2. Sprayed Clearcast & Dyne-Amic pesticide (Clark lateral).

Units 3B/ 5 / 6 (Horseshoe Levee)

1. Checked waterside flap gates weekly.
2. Vegetation abatement around flap gate headwalls.

Unit 7

1. Vegetation abatement around gate structures.
2. Debris removal.
3. Grout squirrel holes L/S – L/M 0.72 -0.75

Unit 8

1. Monitor sink hole L/S service road L/M 1.75 (Relief Well #11).

Relief Unit 9

1. Pump Station #3 Backup generator exercised on 12/9 & 12/23.



2. Vegetation about around gate structures.
3. Grout squirrel holes L/S – L/M 5.00-5.25

#### Goldfields 200-year Levee

1. Vegetation abatement around gate structures.

#### Drainage Laterals and Detention Basins.

1. Vegetation abatement Lateral 16 culverts.
2. Vegetation abatement / cut suckers pond 8 North.
3. Vegetation abatement / cut suckers pond 20.
4. Vegetation abatement / cut suckers lateral 5 (CDF).
5. Vegetation abatement lateral 15 North (Feather River BLVD).

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

1. The shop generator was exercised on 12/9 & 12/23.
2. Clean and exercise equipment weekly.
3. Replace Windshield on 2019 Ford F250 field superintendent's truck.
4. Replace electric jack on Carson dump trailer.

#### Safety / Training

1. Administered weekly safety meetings.
2. New hire SEMS & NIMS training.
3. Cal/OSHA & Accident Investigation training with ACWA JPIA (Tina)

#### Miscellaneous

1. Regularly checked for damage or issues around the District including all RD784 Pump Stations, Olivehurst Pump Station, and Yuba College Flood Fight Coalition supplies storage site.
2. Storm maintenance when weather permitted.
3. Pump Station 7 Pipe repair (T&S)
4. Rewind the 60 HP motor at pump station 5 (CPM).
5. Renewed restricted material use permit (Yuba County Ag Department).
6. District storm maintenance when weather permitted.
7. Greased and exercised all slide gates.

# Office Manager's Monthly Report

January 13, 2025

## Accounting:

1. Budgets and Budget Updates
2. Account Reconciliations
3. AP Reports, Invoicing, and Check Processing for Vendors & Clients
4. Payroll, Time Cards, Calculations, Job Costing, and Submittal to Paychex
5. Checks, Warrants and Deposits
6. Green Sheet Reconciliations with Veronica Ludwig@ County – Ongoing
7. Reimbursement Program for Developers and TRLIA - Tracking and Meetings
8. QuickBooks Benefit Assessment Tracking Transition – Ongoing
9. Receiving & Entering Benefit Assessment Payments.
10. Notarizing Documents when needed.
11. Preparing and Proofing Misc. Letters for Patrick.

## Clerical/Office:

1. Impact Fees & Plan Check Fees
  - A. Kyle Trull RV Boat & Storage – Invoice MOU Fee and Previous Invoice Payment
2. Permit Clearance Request Sign Offs
  - A. KB Homes – Cobblestone Phase 7
  - B. Lennar – Rio Del Oro 17-19
  - C. JPM Properties – 1108 Vine Avenue
  - D. Cresleigh Homes – Plumas Ranch Village 6 and Woodside Village 3A
  - E. Richmond Homes – Plumas Lake Phase 8
3. Cal-Trans Delinquent Assessments – Tracking & Billing.
4. Maintains and Updates District Website Regularly.

## Human Resources:

1. Lincoln Financial Retirement Updates & Managing Accounts.
2. Trustee Benefits with ACWA/JPIA – Completed Enrollments
3. Tracked all Training Classes for Employees
4. Responded to Agency Requests
5. ACWA/JPIA Suggested - Handbook Revisions – In Progress

## Contract Management:

1. YWA Boundary Grant - Grant Extended
2. TRLIA Goldfields – Maintenance Billing - Ongoing
3. Olivehurst Pump Station – Maintenance Billing – Ongoing
4. FSRP Grant – Start Billing for Reimbursement
5. 2024 FMAP Grant – Ongoing
6. YWA Grant – Pump Station 10 River Outfall – Ongoing
7. YWA Grant Levee Storm Drain Replacement Unit 5 – Ongoing
8. Levee Patrol Rehabilitation Grant – Ongoing

## Regulatory Compliance:

1. Managing PWC-Certified Payroll 100 Projects online with Department of Industrial Relations – Ongoing.
2. Completed Office WPV Inspections twice monthly.
3. Board Packets – Monthly Board Meeting – Assembling, Attendance & Recordings
4. Notary Renewal – Looking for a Class – Current Expires in 3/2025

**Administration:**

1. Meetings: 12/3 RD784 Board meeting, 12/10 CCVFCA Flood Forum, 12/12 YWA/CITRIS Piezometer meeting, 12/12 Yuba County Parks and Recreation Workshop, 12/18 CCVFCA, and Rotary.
2. End of year employee evaluations.
3. Plan Reviews/Impact Fee Program:
  - A. Woodside Village 4 Tentative Subdivision Tract Map – *County Application Routing (Early Consultation)*
  - B. Commercial Development Project at APN 020-020-086-000 (*North Beale Rd.*)
  - C. Room Addition – *1108 Vine Avenue.*
  - D. Trull RV & Boat Storage – *4131 Hazel St.*

**Projects:**

1. RD784 Emergency Operations Plan Updates
2. Horseshoe Patrol Road Rehabilitations (*Units 3B & 6*)
3. TRLIA Climate Resiliency Geotechnical Boring Explorations on Unit 2B Feather River East Levee (*CVFPB Approval WA2023129 with Approved Time Variance Request through January 20th*)
4. Office Trailer HVAC Replacement - *Final Inspection PASSED – D.H.C.D. Permit #13428153*
5. Pump Station 10 outfall – *In design stages*
6. Best Slough Dry-Creek (Horseshoe Levee) DRAFT LOI/SWIF
7. YWA/CITRIS
8. Horseshoe Levee pipe replacements – *CVFPB Authorization Letter WA2024155 received*
9. Relief Well #11 repairs in Unit 8: - *CVFPB Authorization Letter WC2024199 received*
10. USACE Utility encroachment correction coordination continues. *State Enforcement Case #15574 at Hammonton Smartsville Rd. (Physical Work Completed)*
11. Cenedella Bend Erosion Site Risk Analysis Study - *RFP released on 11/04/2024*
12. Pump Station No. 7 Outfall Pipe Repairs – *Completed*
13. YSEDC Comprehensive Economic Development Strategy Plan 5-Year Update
14. Animal Burrow Grout Demonstration (*12/06 at Levee District No. 1*)

**Regulatory Compliance:**

1. Yuba County Weights & Measures Headquarters Inspection – No violations, renewed permit #58-25-5800169 issued for 2025.
2. 11/26 ACWA JPIA Webinar – *When to report a workplace injury to OSHA*
3. 12/11 ACWA JPIA Webinar on New Employment Laws for 2025
4. Weekly Safety Meetings
5. Monthly spray use report submitted to County

<b>BOARD MEETING MINUTES</b>	<b>RECLAMATION DISTRICT 784</b>
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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:** December 3, 2024 **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.	10:00am	10:28am	28 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 – Absent, Board Secretary - Patrick Meagher - Present, Deputy Board Secretary - Kimberly Ford, Present, Field Superintendent – Tina Moore - Present, Attorney - Jesse Barton, Present and Engineer - Sean Minard - Absent.**

**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 –**  
Jared Hastey moved to approve the Board Meeting Minutes. Joe Danna seconded the motion. Motion Carried. **Vote: 4 Ayes (Atwal, Read, Danna, and J. Hastey), 0 Nays, 1 Absent (B. Hastey), and 0 Abstain.**

**5. Approve Checks and Warrants –**  
Jared Hastey moved to approve the Checks and Warrants. Joe Danna seconded the motion. Motion Carried. **Vote: 4 Ayes (Atwal, Read, Danna, and J. Hastey), 0 Nays, 1 Absent (B. Hastey), 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. Patrick Meagher – RD784 Secretary of the Board**
- 6. Kimberly Ford – RD784 Deputy Secretary of the Board**

**7. Tina Moore – RD784 Field Superintendent**

**8. Jesse Barton – RD784 Attorney**

***Items for Discussion and Possible Actions:***

**6. Board to Consider Postponing the Regular January 7, 2025 Board Meeting until Monday, January 13, 2025 and Receive the 2025 Board Meeting Schedule –**

Jared Hastey moved to approve postponement of the January 7, 2025 Board Meeting to January 13, 2025, he also moved to approve the 2025 Board Meeting schedule. David Read seconded the motion. Motion Carried. **Vote: 4 Ayes (Atwal, Read, Danna, and J. Hastey), 0 Nays, 1 Absent (B. Hastey), and 0 Abstain.**

**7. Board to Consider Authorizing a Letter of Support to Yuba County for a Grant Funding Application Under the Caltrans Sustainable Transportation Planning Program –**

This project will fund the preparation of a Climate Action & Adaptation Plan, which will identify transportation system vulnerabilities and other climate related risks to existing infrastructure in Yuba County’s rural communities. David Read moved to approve the Letter of Support to Yuba County for a grant funding application under the Caltrans Sustainable Transportation Planning Program. Jared Hastey seconded the motion. Motion Carried. **Vote: 4 Ayes (Atwal, Read, Danna, and J. Hastey), 0 Nays, 1 Absent (B. Hastey), and 0 Abstain.**

**8. Board to Receive a Post-Storm Report –**

The recent atmospheric river storm, which began on November 20<sup>th</sup>, delivered several inches of rain over the District. Staff worked day and evening shifts to monitor and maintain District infrastructure.

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

The Board received the Monthly Budget Snapshot through November 30, 2024.

***10. Field Manager’s Report:***

Field Manager’s Report  
December 3, 2024

Maintenance and Projects Completed

Unit 1

1. Vegetation abatement around gate structures.
2. Debris removal.
3. Repaint gate L/M 1.60.

Unit 2A

1. Vegetation abatement around gate structures.
2. Removed fallen tree W/S L/M 1.77.

Unit 2B

1. Pump Station # 2 backup generators exercised 11/12 & 11/26.
2. Vegetation abatement around gate structures.
3. Clean concrete V-Ditch.
4. Relief well maintenance.

#### Unit 3A

1. Pump Station # 2 backup generators exercised 11/12 & 11/26.
2. Vegetation abatement around gate structures.

#### Unit 4

1. Vegetation abatement around gate structures.
2. Sprayed Clearcast & Dyne-Amic pesticide (Clark lateral).

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

1. Checked waterside flap gates weekly.
2. Vegetation abatement around flap gate headwalls.

#### Unit 7

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

#### Unit 8

1. Monitor sink hole L/S service road L/M 1.75.
2. Clean concrete V-Ditch.
3. Relief well maintenance.

#### Relief Unit 9

1. Pump Station #3 Backup generator exercised on 11/12 & 11/26.
2. Vegetation about around gate structures.

#### Goldfields 200-year Levee

1. Vegetation abatement around gate structures.

#### Drainage Laterals and Detention Basins.

1. Sucker Tree removal Ella Basin North (CDF).
2. Vegetation abatement/cut sucker trees lateral 8, 10, 11, 13N, 13S, 14, 15, 16, 17.
3. Vegetation abatement pond 16 service road.
4. Vegetation abatement/cut sucker trees Cal Trans basin.
5. Vegetation abatement River Oaks Basin service road.
6. Vegetation abatement Wheeler Basin service road.
7. Sprayed Clearcast & Dyne-Amic pesticide Plumas Lake canal (Pump Station 3)
8. Sprayed Clearcast & Dyne-Amic pesticide lateral 14 & 15 (Cattails).
9. Sprayed Clearcast & Dyne-Amic pesticide River Oaks Basin (Solitude Lake Management).

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

1. The shop generator was exercised on 11/12 & 11/26.
2. Clean and exercise equipment weekly.

3. Service 2019 Superintendent's Truck.
4. Refurbished and painted grout machine.

#### Safety / Training

1. Administered weekly safety meetings.
2. New hire Respirator fit test.
3. New hire CPR training.

#### Miscellaneous

1. Regularly checked for damage or issues around the District including all RD784 Pump Stations, Olivehurst Pump Station, and Yuba College Flood Fight Coalition supplies storage site.
2. Annual Flood Fight training.
3. Storm maintenance when weather permitted.

### ***11. Office Manager's Report:***

## **Office Manager's Monthly Report December 3, 2024**

#### **Accounting:**

1. Budgets and Budget Updates
2. Account Reconciliations
3. AP Reports, Invoicing, and Check Processing for Vendors & Clients
4. Payroll, Time Cards, Calculations, Job Costing, and Submittal to Paychex
5. Checks, Warrants and Deposits
6. Green Sheet Reconciliations with Veronica Ludwig@ County – Ongoing
7. Reimbursement Program for Developers and TRLIA - Tracking and Meetings
8. QuickBooks Benefit Assessment Tracking Transition – Ongoing
9. Receiving & Entering Benefit Assessment Payments.
10. Notarizing Documents when needed.
11. Preparing and Proofing Misc. Letters for Patrick.

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

1. Impact Fees & Plan Check Fees
2. Permit Clearance Request Sign Offs
  - A. KB Homes – Cobblestone Phase 6
  - B. Lennar – Rio Del Oro 17-19
  - C. MHP Builders – Willowcreek Village 3
  - D. MHP Builders – Riverside Meadows Phase 2
3. Cal-Trans Delinquent Assessments – Tracking & Billing.
4. Maintains and Updates District Website Regularly
5. Preparing for Office Christmas Party Flyers
7. Attended Flood Fight Training Class held on November 19, 2024 – Huge Turnout

#### **Human Resources:**

1. Lincoln Financial Retirement Updates & Managing Accounts.

2. Trustee Benefits with ACWA/JPIA – Submitted Enrollments & Declinations
3. Tracked all Training Classes for Employees
4. EDD Paperwork
5. ACWA/JPIA Suggested - Handbook Revisions – In Progress

### **Contract Management:**

1. YWA Boundary Grant - Grant Extended
2. TRLIA Goldfields – Maintenance Billing - Ongoing
3. Olivehurst Pump Station – Maintenance Billing – Ongoing
4. Chestnut Pond Watershed Improvements – Billing – Ongoing
5. FSRP Grant – Start Billing for Reimbursement
6. 2024 FMAP Grant – Ongoing
7. YWA Grant – Pump Station 10 River Outfall – Ongoing
8. YWA Grant Levee Storm Drain Replacement Unit 5 – Ongoing
9. Levee Patrol Rehabilitation Grant – Ongoing

### **Regulatory Compliance:**

1. Managing PWC-Certified Payroll 100 Projects online with Department of Industrial Relations – Ongoing.
2. Completed Office WPV Inspections twice monthly.
3. Board Packets – Monthly Board Meeting – Assembling, Attendance & Recordings

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

General Manager's Report  
December 3, 2024

### **Administration:**

1. Meetings: 11/5 RD784 Board Meeting, 11/6 TRLIA Special Board Meeting, 11/6 USACE Cultural Resources Levee Site Visit (TRLIA), 11/13 IRWMP, 11/18 County OES Winter Storm Notification Briefing, and Rotary.
2. Plan Reviews/Impact Fee Program:
  - A. Trull RV & Boat Storage – 4131 Hazel St.

### **Projects:**

1. URBAN SWIF - *Requested edits completed and resubmitted to the CVFPB & USACE.*
2. URBAN SWIF 1-Year Progress Report - *Submitted to the CVFPB & USACE.*
3. RD784 Emergency Operations Plan – *Updated draft version in review with MHM.*
4. Pump Station 10 outfall – *In design stages.*
5. Horseshoe Levee pipe replacements – *CVFPB Authorization Letter WA2024155 received.*
6. Horseshoe Tree Removals *Unacceptable USACE inspection items – Completed*
7. Relief Well #11 repairs in Unit 8: - *CVFPB Authorization Letter WC2024199 received.*



8. USACE Utility encroachment correction coordination continues. *State Enforcement Case #15574 at Hammonton Smartsville Rd. (Physical Work Completed)*
9. Cenedella Bend Erosion Site Risk Analysis Study - *RFP released on 11/04/2024.*
10. Pump Station No. 7 Outfall Pipe Repairs – *USA Ticket #2024112500898*

**Regulatory Compliance:**

1. Annual DWR Flood Fight Training Class on 11/19.
2. Weekly Safety Meetings.
3. Monthly spray use report submitted to County.
4. Reported Minor Driver Incident Report to ACWA-JPIA (GM – Closed Claim No. 25-0402)

**Announcements:**

1. District Holiday Appreciation Lunch - *Friday, December 13<sup>th</sup> at Noon.*
2. Upcoming District Holidays for Christmas & New Years: December 24, 25, 31, Jan 1.
3. The District will be operating on minimal staff hours the week of December 22<sup>nd</sup> and 29<sup>th</sup> over the holidays unless active weather transpires.

***13. Board Reports:***

No Board Reports were given at this meeting.

***14. Meeting Adjourned:***

The Meeting was adjourned at 10:28am.

*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