

BOARD MEETING MINUTES			RECLAMATION DISTRICT 784		
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 20th, 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 13th 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 22nd and 29th 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, 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.

Sarbdeep Atwal, President

Kimberly Ford, Deputy Board Secretary