

<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:** March 5, 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.	10:02am	10:38am	36 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 – Present, Board Secretary - Patrick Meagher - Present, Deputy Board Secretary - Kimberly Ford, Present, Field Superintendent – Tina Moore - Present, Attorney - Jesse Barton, Present and Engineer - Sean Minard -Present.**

**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 –**

Brent Hastey moved to approve the Board Meeting Minutes. David Read seconded the motion. Motion Carried. **Vote: 5 Ayes (Atwal, Read, Danna, J. Hastey, and B. Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

**5. Approve Checks and Warrants –**

Brent Hastey moved to approve the Checks and Warrants. David Read seconded the motion. Motion Carried. **Vote: 5 Ayes (Atwal, Read, Danna, J. Hastey, and B. Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

**6. Board to Consider Authorizing TRLIA Reimbursement Repayments –**

The developer reimbursement agreement program is set up on a “first in, first out” basis. Semi-annual repayments are based on percentages as outlined in each individual reimbursement agreement for drainage impact fees collected every 6 months. TRLIA is eligible at this time to receive repayments for pump stations 6 and 10. Brent Hastey moved to approve the TRLIA Reimbursement Repayments. David Read seconded the motion. Motion Carried. **Vote: 5 Ayes (Atwal, Read, Danna, J. Hastey, and B. Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

<i>Persons Attending</i>
<b>1. Sarbdeep Atwal – RD784 President of the Board</b>
<b>2. David Read – RD784 Vice-President of the Board</b>
<b>3. Joe Danna – RD784 Board Trustee</b>
<b>4. Jared Hastey – RD784 Board Trustee</b>
<b>5. Brent Hastey – RD784 Board Trustee</b>
<b>6. Patrick Meagher – RD784 Secretary of the Board</b>
<b>7. Kimberly Ford – Deputy Secretary of the Board</b>
<b>8. Tina Moore – Rd784 Field Superintendent</b>
<b>9. Sean Minard – RD784 Engineer</b>
<b>10. Jesse Barton – RD784 Attorney</b>
<i>Items for Discussion and Possible Actions:</i>
<p><b>7. Board to Consider Renewing a Land Lease Between RD784 and the Linda Fire Department –</b></p> <p>The District has been leasing 1.05 acres of land next to the District office to the Linda Fire Department since 1983. Once renewed, the term will be for 10 years with an additional optional automatic renewal of one 5-year period. The annual lease fee from 2012 – 2022 was \$225.00. The new lease includes a fee increase to \$275.00. The actual building and fixtures are owned by the fire department. Brent Hastey moved to approve renewing the land lease with an increase from \$225.00 to \$275.00 annually. Jared Hastey seconded the motion. Motion Carried. <b>Vote: 5 Ayes (Atwal, Read, Danna, J. Hastey, and B. Hastey), 0 Nays, 0 Absent, and 0 Abstain.</b></p>
<p><b>8. Board to Consider Authorizing the General manager to Apply for a Cost Share Grant to Pull, Inspect, and Rehabilitate Pumps at Pump Station 7 and 9 –</b></p> <p>Pump Stations 7 and 9 are both approximately 50 years old. Each pump station has two pumps with motors. Although all pumps currently function, staff recommended after flood season having a contractor pull, inspect, and rebuild, all pump shafts, impellers, and motors. The estimated cost for both pump stations is \$150,000. Staff recommended submitting a grant request for \$135,000 with a \$15,000 (10%) cost share provided by the District. Jared Hastey moved to approve submitting a grant request for \$135,000.00 with a \$15,000.00 (10%) cost share provided by the District. David Read seconded the motion. Motion Carried. <b>Vote: 5 Ayes (Atwal, Read, Danna, J. Hastey, and B. Hastey), 0 Nays, 0 Absent, and 0 Abstain.</b></p>
<p><b>9. Board to Receive Information About the CITRIS and Yuba Water Flood Risk Reduction Research Project –</b></p> <p>CITRIS (Center for Information Technology Research in the Interest of Society), is a 2-year research project that YWA in partnership with UC Berkely and other campuses is launching to look at new ways of monitoring levees throughout Yuba County by using sensing technologies to monitor ground movements. In recent years, advances in various forms of modern technology has attracted new methodologies for infrastructure monitoring. At the request of YWA, staff and MHM provided 3 locations to be part of the program which will include Lidar flights with other remote sensing data such as infrared readings to monitor for subsidence, slipping, and/or erosion along the levees. The locations provided by the District include the Bear River setback levee, the southern end of unit 4 (WPIC), and the southern end of unit 2B. The project will be at no cost to the District.</p>

**10. Public Employee Evaluation and Consider Compensation Increase – General Manager –**

The General Manager’s 4-year anniversary was on January 1, 2024. The GM requested the Board to evaluate performance and consider a salary survey also presented. Joe Danna moved to approve a 15% increase in the General Manager’s salary. The General Manager’s salary was raised to \$151,800.00 effective 3/5/2024. David Read seconded the motion. Motion Carried. **Vote: 5 Ayes (Atwal, Read, Danna, J. Hastey, and B. Hastey), 0 Nays, 0 Absent, and 0 Abstain.**

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

The Board received the monthly budget snapshot through February 29, 2024.

**12. Field Manager’s Report:**

Field Manager’s Report  
March 5, 2024

Maintenance and Projects Completed

Unit 1

1. Vegetation abatement around gate structures.
2. Vegetation abatement along block line L/M 1.89-2.00.

Unit 2A

1. Vegetation abatement inside & outside of pump station 9.
2. Spray inside and around pump station 9.
3. Vegetation abatement around gate structures.
4. Vegetation abatement along W/S service road L/M 2.00-2.41 (CDF)

Unit 2B

1. Pump Station # 2 backup generators exercised on 2/6.
2. Clear debris pump station 2 trash rack.
3. Vegetation abatement around gate structures.
4. Clear beaver obstruction P.S 2 outfall.
5. Spray crown and ramps L/M 10.85-12.85

Unit 3A

1. Pump Station #6 Backup generators exercised on 2/6 & 2/20.
2. Vegetation abatement around gate structures.
3. Spray crown and ramps L/M 2.67 -3.21.

Unit 4

1. Vegetation abatement around gate structures.
2. Spray inside and around Olivehurst pump station.
3. Spray service road L/M 5.93-6.34.
4. Place raincoat over minor erosion W/S-L/M 5.90 (Clark Lateral waterside embankment).

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

1. Checked waterside flap gates weekly.
2. Unit 5 L/M 2.43 clear beaver debris from trash rack.
3. Cut and remove tree off slope L/S-L/M 4.25

### Unit 7

1. Vegetation abatement around gate structures.
2. Debris Removal.
3. Paint graffiti on blocks.

### Unit 8

1. Vegetation abatement along concrete V-Ditch.
2. Debris removal V-Ditch.
3. Repair sink hole L/S service road L/M 1.75
4. Spray V-Ditch, ramps, and crown L/M 0.00-1.95.
5. Smoke Squirrel holes L/S – L/M 1.85

### Unit 9

1. Pump Station #3 Backup generator exercised on 2/6 & 2/20.
2. Debris removal.
3. Set blocks W/S-L/M 4.00.

### Goldfields 200-year Levee

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

### Drainage Laterals and Detention Basins.

1. Spray Lateral 16 service road.
2. Paint bollards Lateral 16.
3. Monitor pond 16 & 20 for beaver activity.
4. Monitor manholes at pond 20.
5. Lateral 15 (shop) erosion repair.
6. Vegetation abatement lateral 17.
7. Vegetation abatement Wheeler Basin.
8. Monitor and clear debris from culverts and trash racks.

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

1. The shop generator was exercised on 2/6 & 2/20.
2. Repair shelves at shop.
3. Clean and exercise equipment weekly.

### Safety / Training

1. Administered weekly safety meetings: Safe Lifting and Carrying Techniques, Personal Protective Equipment, Heat Illness Prevention Plan. SDS & MSDS Safety training on Pesticide: Aqua Star, Payload and Garlon 3A.
2. New employee orientation and anti-harassment 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. Daily storm maintenance when weather is forecasted.
3. Replenish sandbag stockpile at the shop.
4. Spray in and around pump station 5 & 7.
5. UPRR stop log structure testing L/M 1.33 & 1.89
6. Update compliance binders.

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

### **Administrative Assistant Monthly Report March 5, 2024**

#### **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. Receiving Assessment Payments.
11. Preparing for the 2022-2023 Audit – Gathering & Researching Documents – Tiffany Shacklett & Jennifer Jensen.

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

1. Impact Fees & Plan Check Fees
  - A. 1275 North Beale Road – Surf Thru, Inc.
  - B. North Beale Commons Improvement Plans
2. Permit Clearance Request Sign Offs
  - A. KB Homes – Cobblestone Phase 5&7
  - B. Lennar – Rio Del Oro 17-19
  - C. 2030 Ponderosa Ranch Way – Ricalagy Energy Solutions
  - D. 5795 Riverside Drive – Roberto Flores
3. Encroachment Permits

4. Cal-Trans Delinquent Assessments – Tracking & Billing

**Human Resources:**

1. Workman’s Compensation Claim– Robert Avila – On-Going
2. GSRMA Renewal Meeting – RMAP Program – Attended on 2/12/2024
3. New Hire Paperwork for New Field Worker’s – Insurance, Payroll, Benefits, etc.
4. GSRMA RMAP Program Application – Submitted on 2/23/2024
5. Updating Training for Staff – Harassment Training
6. Reviewing drafts for Suspicion Policy and Drug & Alcohol Policy – Patricia Eyres

**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
6. Chestnut Pond Watershed Improvements – Billing – On-Going
7. FSRP Grant – Executed 10/26/2023.
8. Preparing for 2024 FMAP Grant
9. Preparing for YWA Grant – Pump Station 10 River Outfall
10. Preparing for YWA Grant Levee Storm Drain Replacement Unit 5

**Regulatory Compliance:**

1. Managing PWC 100 Projects online with Department of Industrial Relations – On-Going

**Contacts:**

Gracey Copelin @ Yuba County – YCDS, Mark Fowler @ Atteberry Searle, Aaron @ Paychex, Jesse Barton @ Gallery & Barton, Jolie Turk @ YC Treasurer, Patrick Soper @ LWA, Joseph Nyguen @ LWA, George and Jonathan @ Alliant Networking, Jennifer Jensen @ Auditor’s, Kyle Close – Permit Runner, Veronica Cobian – ACWA, Veronica Gonzalez – KB Homes, and Ryan Brannon @ GSRMA.

***14. General Manager’s Report:***

General Manager’s Report  
March 5, 2024

**Administration:**

1. Meetings: 02/06 RD784 and TRLIA Board meetings, 02/24 GSRMA RMAP, 02/20 YWA Board meeting, 02/21 Trull RV & Boat Storage, and Rotary.
2. Approved employee time off requests and task scheduling.
3. Drug-Free Awareness Plan Updates.
4. Liability and Workman’s Comp Insurance applications.
5. Portable Backup Generator reserved. - Extended through March 13 (Contract with CD & Power)

6. Plan Reviews/Impact Fee Program:

- A. New Residence - 5795 Riverside Avenue
- B. Application Routing - Early Consultation - TPM Parcel Subdivide at 5802 Montclair Avenue, Linda.
- C. Application Routing - Early Consultation - TPM Parcel Subdivide at APN 020-140-056 at corner of Lindhurst and Scales Ave.
- D. Application Routing – Early Consultation – TSTM-24-0001, Feather Glen South II.
- E. Commercial Shell Building – 2299 River Oaks Blvd.
- F. North Pointe Village II – Lennar
- G. North Beale Common – Lindhurst Ave.
- H. Trull RV & Boat Storage – 4131 Hazel St. – Meeting was held with the owner at MHM on 02/21/24 to discuss next steps to complete retention basin plans.
- I. Drainage easement - Lateral 15 at Arboga Colony.

**Projects:**

- 1. Pump Station 10 outfall – *In design stages*
- 2. Horseshoe Levee pipe replacements – NOE’s filed, *In design stages*
- 3. Urban levee boundary adjustments – MHM/Yuba LAFCO.
- 4. YWA CITRIS levee monitoring research project.
- 5. Relief Well #11 repairs in Unit 8.
- 6. USACE Utility encroachment correction coordination continues.

**Regulatory Compliance:**

- 1. Week Safety Meetings.
- 2. Completion of Anti-Harassment Training
- 3. Monthly spray use report submitted to County.

**Miscellaneous Reports/Announcements:**

- 1. Two full-time field workers hired (Jacob Furr and James Harris)

***15. Board Reports:***

There were no Board Reports.

***16. 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