

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					
Date: April 2, 2019 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.	10:05am	11:49am	1HR 44 Min
1. Call to Order					
A. Roll Call: Board President - Rick Brown - Present, Trustee - Joe Danna - Present, Trustee - David Read - Present, Vice-President - Dave Gothrow - Absent, Trustee - Sarbdeep Atwal - Present, Board Secretary - Steve Fordice - Present, Deputy Board Secretary - Kimberly Ford, Present, Field Superintendent - Patrick Meagher – Present, and Attorney – Jesse Barton, Present Via Phone.					
2. Closed Session:					
A. No Reportable Action					
3. Open Session:					
4. Approve Meeting Minutes –					
Sarbdeep Atwal moved to approve the Meeting Minutes. Joe Danna seconded the motion. Motion Carried. Vote: 4 Ayes (Brown, Read, Atwal, and Danna), 0 Nays, 1 Absent (Gothrow), and 0 Abstain.					
5. Approve Checks and Warrants –					
Sarbdeep Atwal moved to approve the Checks and Warrants. David Read seconded the motion. Motion Carried. Vote: 4 Ayes (Brown, Read, Atwal, and Danna), 0 Nays, 1 Absent (Gothrow), and 0 Abstain.					
6. 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.					
Persons Attending					
1. Rick Brown – RD784 Board President					
2. Sarbdeep Atwal – RD784 Board Trustee					
3. Joe Danna – RD784 Board Trustee					
4. David Read – RD784 Board Trustee					
5. Steve Fordice – RD784 Secretary of the Board					
6. Kimberly Ford – RD784 Deputy Secretary of the Board					

7. Patrick Meagher – RD784 Field Superintendent
8. Sean Minard – RD784 Engineer
9. Jesse Barton – RD784 Attorney
10. Scott Brown – Larsen Wurzel
11. Megan Jonsson – Larsen Wurzel
12. Stuart Hanson - Landowner
<i>Items for Discussion and Possible Actions:</i>
<p>7. Board to Consider Advanced Funding Fee Review – The Technical Memorandum arrived the night before the Board Meeting so there was inadequate time for the Engineer and Staff to review it. It will be presented at the next Board Meeting scheduled on May 4, 2019.</p>
<p>8. Board to Consider Adoption of RD784 FY 2019-2020 Budget – Joe Danna moved to adopt the bare bones Budget for 2019-2020. Sarbdeep Atwal seconded the motion. Motion Carried. Vote: 4 Ayes (Brown, Read, Atwal, and Danna), 0 Nays, 1 Absent (Gothrow), and 0 Abstain.</p>
<p>9. Board to Consider Final Public Review Draft Engineer’s Report (New 218) – LWA and MHM collaborated to refine the Benefit Assessment formula. The final public review of the Draft Engineer’s Report is offered for consideration. Scott Brown and Megan Jonsson presented it.</p>
<p>10. Board to Consider March 3rd Burglary and Purchase/Installation of New Security System – On March 4th, staff discovered two con-ex boxes at the office which contained flood fight equipment was burglarized. Approximately \$3,000 in equipment (light, cameras, personal flotation devices, knives and safety equipment) was taken. The theft was reported to Yuba Co Sheriff’s Office and GSRMA, the District’s insurance carrier. The Sonitrol security system did not alarm. Electronic security records were checked, and no activity was noted at the two boxes which sit just south of the shop. Sonitrol designed a door alarm system for all six (6) of the District’s on-site Conex boxes. The system equipment and installation will cost the District approximately \$3800 with a \$50 monthly monitoring fee. GSRMA is covering all but \$1,000 deductible. Mr. Meagher has already begun replacing the missing equipment.</p>
<p>11. Board to Consider FY 2017-2018 Financial Audit – The FY 2017-2018 Financial Audit completed by Jensen and Smith is offered for review. The Auditors found no instances of non-compliance and that the District’s financial statements were free from material misstatements. Sarbdeep Atwal moved to accept the FY 2017-2018 Financial Audit Report. Joe Danna seconded the motion. Motion Carried. Vote: 4 Ayes (Brown, Read, Atwal, and Danna), 0 Nays, 1 Absent (Gothrow), and 0 Abstain.</p>
<p>12. Board to Consider Allocating Unspent Funds from FY 2017-2018 Into Reserve Accounts – The Board agreed to allocate \$463,591 in Unspent FY 2017-2018 funds into the Capital Outlay Reserve Account.</p>
<p>13. Board to Consider the DWR FMAP OMRR&R Agreement – Mr. Barton conducted a side by side legal review of the old TRLIA OMRR&R agreements with the newly proposed FMAP agreement and determined there were significant differences which the Board must consider before moving forward with the</p>

FMAP grant. The Board weighed potential costs versus the rewards. David Read moved to Not Accept the FMAP Agreement. Joe Danna seconded the motion. Motion Carried.
Vote: 4 Ayes (Brown, Read, Atwal, and Danna), 0 Nays, 1 Absent (Gothrow), and 0 Abstain.

14. Board to Consider July 2019 Regular and Special Meetings –

At 6:30 PM on July 1, 2019 a Special Meeting and Public Hearing will be held at the Yuba County Board of Supervisors Chambers. The topic will be the New 218 Assessment followed by the landowner vote.

At 10:00 AM on July 2, 2019 Regular Board meeting will be held at in the District’s Board Room.

At 10:00 AM on July 10, 2019 a Special Meeting will be held in the District’s Board Room to adopt either the Old or New Assessment.

15. Board to Consider the Unit 5 L.M. 2.47 Pile Replacement Project Update –

At 2:00 PM on April 25, 2019, the District will open bids on the project to replace the Unit #5 L.M. 2.47 pipe. The project is funded through the DWR Deferred Maintenance Program. The Board will be asked to award the contract at the May 2019 meeting.

16. Board to Consider Unit 9 Patrol Road Rehabilitation Project Update –

At 3:00 PM on April 25, 2019 the District will open bids on the project to rehabilitate (rock) approximately 5 miles of Unit 9 Patrol Road at 3 PM on April 25, 2019. The Board will be asked to award the contract at the May 2019 meeting after the FMAP contract is signed.

17. Board to Consider Budget Snapshot through March 31, 2019 –

A Monthly Budget Snapshot through March 31, 2019 was presented to the Board.

18. Field Manager’s Report:

Field Manager’s Report
April 2, 2019

Maintenance and Projects Completed

Unit 1

1. Removed trash and shopping carts.
2. Patrolled during the day while the Yuba River was in Monitor Stage.
3. Set up squirrel bait stations.
4. Reset concrete blocks that were pulled away by unknown suspects on the waterside side toe under the Hwy 70 Bridge. Also reset a concrete K-Rail barrier on the landside toe at the end of Park Avenue that was pulled down by unknown suspects (Sheriff’s report #0119900069).

Unit 2A

1. Sprayed levee crown and ramps throughout.
2. Patrolled during the day while the Yuba River was in Monitor Stage.
3. Set up squirrel bait stations.
4. Placed concrete blocks in front of a cut fence opening discovered on the landside toe at LM 1.30 (Sheriff’s report #0119900076).

Unit 2B

1. Pump Station 2
 - Backup generator exercised on 2/25 and 3/11.
 - Periodically checked during rainstorms.
2. CDF inmate crews trimmed back brush and branches along the waterside levee toe from 11.00 – 11.60.
3. Monitored relief well activity and submitted data to the District Engineer.
4. Filled voids next to the concrete V ditch with AB gravel.
5. Sprayed the levee crown and ramps from LM 9.00 – 12.75.
6. Weedeated along the landside concrete V ditch from LM 12.00 – 12.75.

Unit 3A

1. PS #6
 - Backup diesel generators exercised on 2/25 and 3/11.
 - Periodically checked during rainstorms.
2. Set up squirrel bait stations on the landside at LM 2.43 and 2.53.
3. Patrolled the levee during the day while the Bear River was in monitor stage for a short period.
4. Weedeated around pipe fence and gate structures on the east side of the Hwy 70 Bridge.

Unit 4

1. Monitored crack seals after rainstorms at the 8 identified areas south of Plumas Arboga Rd.
2. Filled potholes with gravel from LM 0.10 – 3.60.
3. Sprayed the levee crown, ramps, and lower landside toe road from LM 3.70 – 5.89.
4. Removed driftwood off the landside shelf from LM 0.00 – 3.50.
5. A 10 ft. section of barbed wire T-Post style fencing was discovered cut on the landside toe at LM 6.10. Pending repairs (Sheriff's report #T19000093).
6. Mowed the levee crown and slopes from LM 5.90 – 6.10.

Units 3B/ 5 / 6 (Horseshoe Levee)

1. Took weekly photos of the Unit 5 eroded pipe at LM 2.47.
2. Checked all waterside flap gates on 2/25, 2/26, 3/4, and 3/20.
3. Patrolled during the day while the Bear River was in monitor stage.
4. Removed 2 trees in Unit 3B that fell down on the waterside slope at LM 3.80 and 3.90.
5. Removed driftwood off the Unit 5 waterside shelf from LM 0.00 – 2.10.
6. Sprayed the levee crown and ramps in Units 3B, 5, and 6.

Unit 7

1. Patrolled during the day while the Yuba River was in Monitor Stage.

2. Weedeated around the east and west gate structures and also repaired minor erosion at LM 1.20.

Unit 8

1. Patrolled during the day while the Bear River was in Monitor stage.
2. Monitored relief well activity and submitted data to the District Engineer.
3. Set up a squirrel bait station at LM 0.75.
4. Removed trash dumped next to the Country Rd. 512 landside gate.
5. Weedeated along the concrete V ditch from LM 0.50 – 1.88.

Unit 9

1. Pump Station #3
 - The backup diesel generator was exercised on 2/25 and 3/11.
 - Periodically checked on the facility during rainstorms.
2. Filled potholes on the levee crown and landside service road with gravel at LM 4.0.
3. Repaired erosion in the landside V Ditch at LM 5.05.
4. Set up squirrel bait stations.
5. Grouted squirrel holes on the landside slope from LM 1.50 -1.70.
6. Replaced 4 pipe fence posts and placed blocks along the landside V ditch where vandals pulled out the fencing (Sheriff's report #'s 0119900075 and T1900008).
7. Burned brush piles along the landside service road from LM 2.50 – 3.00.
8. Filled tire ruts with soil on the landside slope at the Country Club public entrance.
9. CDF inmate crews trimmed up the trees along the wave wash buffer at LM 3.00.
10. Sprayed the levee crown and ramps from LM 2.10 – 5.25 and the waterside toe road from LM 2.10 – 5.20.

Drainage Laterals and Detention Basins

1. Regularly checked and cleared obstructions out of all drainage laterals and detention basins before, during, and after rainstorms as needed (Check off lists were completed by staff).
2. Weedeated service roads along Lateral 5, 15 (N), and the south end Lateral 16 lot next to the fire station.

Shop, Office, Fleet Vehicles, and Equipment

1. Office cleaned by RD 784 weekly.
2. Shop generator was exercised on 2/25 and 3/11.
3. The two south east Conex boxes in the shop yard were broken into over the weekend of March 1 (Sheriff's report #19-0808). An insurance claim was filed and replacement equipment was ordered and received.
4. Pumped out the RD784 / Linda Fire shared septic tank – good for another 7 years.
5. Vehicles and equipment were service and / or maintained as necessary.

Safety / Training

1. Administered weekly safety meetings and misc. SDS sheet reviews to the RD784 field staff crew and Yuba County 1 Stop workers.
2. Attended CPR / First Aid / AED training class and received a renewed 2 year certification.
3. Attended the Pesticide Applicators Professional Association (PAPA) annual continuing education seminar.

Miscellaneous

1. Periodically checked on all pump stations (Including the Olivehurst Pump Station) throughout the District before, during, and after rainstorms.
2. Replaced the Pump Station 9 north pump motor control overload actuator.
3. Filled potholes with gravel around the Ella Basin service road, Woody's pump station #1 service road, Chestnut Basin service road, and Avondale PS 5 Service Rd.
4. Tractor mowed around the Linear Pond 16 service road, Lateral 15 (N) service rd.,
5. Accompanied DWR Levee Inspector Sterling York on the annual spring levee inspection.
6. Sprayed the Goldfields training wall patrol road for TRILIA.

Administrative

1. Monthly pesticide spray use report submitted on-line to the County.
2. Updated SDS (Safety Data Sheets) and MSDS (Material Safety Data Sheets) binder.
3. Contacted Feather River Air Quality to inquire about the "Carl Moyer" equipment replacement grant program. It turns out only off-road vehicles are eligible for the grant. The RD784 water truck is considered an on-road vehicle according to FRAQ.
4. Received all renewed county environmental health permits for all RD784 sites.

19. Administrative Assistant's Report:

Administrative Assistant Monthly Report April 2, 2019

Accounting:

1. Budget Update
2. Reconciliations
3. PSI – Gary Allen - Payment Received
4. Created new Cash Fund Account for Basin C-2
5. Adjusted Journal Entries for Jennifer @ Jensen Smith
6. Tracked Reserve Account Balances

Clerical/Office:

1. Impact Fees

- A. SBFCA Reimbursement Agreement– Pending
- 2. Permit Clearance Request Sign Offs
 - A. K. Hovnanian Homes
 - B. LGI Homes
 - C. Capital Valley Homes
- 3. LAFCO, Lennar, and Feather Glen – Tracking Cost Spreadsheets
- 4. Assisted with the purchasing process, set up and implementation of New Computers and software. Plus re-installing existing software programs such as Sage Master Builder
- 5. Worked with Alliant setting Up Field Crew Emails and Access to the shop computer.

Contract Management:

- 1. LWA – 218 Process
- 2. Gregory Livestock
- 3. Wright One Electric – Prevailing wage
- 4. FEMA Appeal

Regulatory Compliance:

- 1. PWC – 100 – Sonitrol Security Monitoring and Wright One Electric.
- 2. Uploaded RMAP Application and Documents to GSRMA – ShareFile – Second Time

Projects:

- 1. Horseshoe De-Annexation
- 2. DWR Grant Process
- 3. Special Board Meetings/218 Workshop – 218 Process

Contacts:

Daniel @ Paychex, Naomi Whatley @ GSRMA, John Mallen @ MHM, Jennifer Peters @ GSRMA, Jesse Barton @ Gallery & Barton, Sean Minard @ MHM, Jolie Turk @ YC Treasurer's, Luke and Jacob@ Alliant, Tiffany Shacklett @ Kcoe and Isom, Jennifer Jensen @ Jensen/Smith, Angela Yanez @ Yuba County CSDA, And Marci Baker @ Wright-One Electric.

20. General Manager's Report:

**General Manager Report
April 2, 2019**

Administration:

- 1. 218 Benefit Assessment Process ongoing.
- 2. Unit #4 Crack Interaction and coordination with TRLIA recertification process.
- 3. GSRMA- Vote cast.
- 4. FY 2017-2018 Audit Complete.
- 5. Rue v. LAFCO - Pending
- 6. Legal review of District Employee Handbook complete and issued to all personnel.
- 7. FMAP Application- OMRR&R document question submitted to DWR.
- 8. One Stop Program interaction

Contract Management:

1. DWR Deferred Maintenance Program:
 - A. Pipe Inspections being submitted to DWR
 - B. Pipe Replacement bid prepared
2. Air Quality Grants- RD784 does not qualify.

Regulatory Compliance:

1. FEMA- Appeal process.....waiting outcome.
2. State Controller and Yuba County Controller- Audit submitted.
3. FCC License Current 2019-2029.

Projects:

1. Deferred Maintenance Program:
 - A. Unit 5 Pipe replacement plan modified and bid package being prepared.
 - B. Pipe inspections package to be submitted to DWR.
2. Unit #4 Patrol Road Crack:
 - A. Flood season fix being monitored and survey data being collected.
 - B. Permanent fix and recertification issues are being developed. Blackburn, TRLIA, MBK, MHM and HDR are all involved. An April meeting is planned to review collected data.
3. Joint RD784/ TRLIA 218 Assessment Process continuing.
4. YWA Grant Projects: 218 Processes pending. Grant request increased to \$350,000
5. District Rules and Regulations submitted to Yuba Co Public Works.
6. Relief Well Inspection program: In progress.
7. Pallet Specialties Inc Plan- Approved.
8. River Oaks East Pond 2nd pipe- Engineering plans being submitted
9. Impact Fee Program-
 - A. Basin C Advanced Funding Fee program review
 - B. River Oaks East Village 3 and North map updates
10. FMAP Application-
 - A. Proposed OMRR&R submitted for legal review.
 - B. Water truck purchase postponed.
11. Computer systems upgrade/ networking
12. Pump Stations and SCADA systems- Pump 9 sonic sensor to replace probes are pending.
13. Possible dirt sale from Lateral 16- Off
14. Curtis Road Rebuild- Rules/ Regs and Permit application sent.

21. Meeting Adjourned:

Meeting was adjourned at 11:49am

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.

Rick Brown, President

Kimberly Ford, Deputy Board Secretary