

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: February 5, 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.	10:01am	10:59am	58 Min
1. Call to Order					
A. Roll Call: Board President - Rick Brown - Present, Trustee - Joe Danna - Absent, Trustee - David Read - Present, Vice-President - Dave Gothrow - Present, 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.					
2. Closed Session:					
1. Conference with Legal Counsel – Existing Litigation, Paragraph (1) of Subdivision (d) of Section 54956.9. One Case. (Rue v. Yuba LAFCO) – No recordable action.					
3. Open Session:					
4. Approve Meeting Minutes – Sarbdeep Atwal moved to approve the Meeting Minutes. David Read seconded the motion. Motion Carried. Vote: 4 Ayes (Brown, Gothrow, Read, and Atwal), 0 Nays, 1 Absent (Danna), 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, Gothrow, Read, and Atwal), 0 Nays, 1 Absent (Danna), 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. Dave Gothrow – RD784 Board Vice-President					
3. David Read – RD784 Board Trustee					
4. Sarbdeep Atwal – 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. Stuart Hanson - Landowner
<i>Items for Discussion and Possible Actions:</i>
<p>7. Board to Consider Updating Kim Floyd Communication Contract – The original contract covered both the LAFCO and the 218 Election process. The total contract amount for both processes was \$98,310. However, the LAFCO process did not require the expected assistance, so most of the funds allocated to that process were not spent. Unfortunately, the scope of work of the public relations component of the 218 process has increased. An additional \$6,200 for stake-holder’s meetings and an additional \$2,800 for website operation were added. This brings the total contract amount to \$69,995, which is cumulatively less than the original contract. Sarbdeep Atwal moved to approve the amended contract. David Read seconded the motion. Motion Carried. Vote: 4 Ayes (Brown, Gothrow, Read, and Atwal), 0 Nays, 1 Absent (Danna), and 0 Abstain.</p>
<p>8. Board to Consider Updating LWA Contract – The amended contract amendment increases the total contract cost by \$92,000. The increase is due to the need to obtain and analyze parcel information not available from Yuba County. Additional organizational meetings were needed to coordinate with RD784 and TRLIA. Delaying the process into FY 2018-2019 created the need for additional data collection and analysis to affirm the validity of the methodology/process. Dave Gothrow moved to approve the amended contract. David Read seconded the motion. Motion Carried. Vote: 4 Ayes (Brown, Gothrow, Read, and Atwal), 0 Nays, 1 Absent (Danna), and 0 Abstain.</p>
<p>9. Board to Consider Actions to Protect the Feather River Setback Levee (Unit #9) – After receiving permission from the adjacent farmers and PGE, the farm road off Ella Road which parallels Unit #9 was closed with blocks. The K-rail approved by the Board earlier and an excavator, needed to unload the rails, have been ordered for delivery on February 4, 2019. Pride Security has been hired to guard the excavator during the off hours during the week.</p>
<p>10. Board to Consider Status of Unit #4 Cracks – District staff has continued to monitor winterization of the Unit #4 cracks. In January, MHM conducted two surveys to collect data at the crack sites. On February 4, 2019, MHM has scheduled the monthly survey following the forecast rains.</p>
<p>11. Board to Consider Replacing Unit 5 LM 2.47 Pipe under Deferred Maintenance Program Update – The January 28, 2019 weekly photo of the failing pipe revealed additional site erosion on the landside. Photos were forwarded to MHM and DWR for consideration. Mr. Minard contacted Gary Lemon of the CVFPB on January 28, 2019 and learned the permit was expected within days. Once received, Staff and Engineers expect to bid the job in February, have the Board award the job in March and begin construction in April. The Unit #5 LM 2.47 pipe Emergency Response Plan was reviewed.</p>

12. Board to Consider Relief Well Inspection Update –

Fifty-six (56) relief well inspections were performed. An interim report is expected soon. Several wells will have to be revisited for additional cleaning. The process will continue.

13. Board to Consider FEMA Update of PS2 Outfall Funding –

Staff is awaiting a response from FEMA. Another email inquiry to Cal OES was sent on January 29, 2019.

14. Board to Consider Personnel Update –

Tommy Vang, our Temporary Employee started as an Introductory Employee (full time) on February 4, 2019.

15. Board to Consider YCWA 218 Grant Request –

A \$300,000.00 grant request was sent to the YCWA POD committee for consideration. The January 29, 2019 POD committee was cancelled so the District's request will be considered on February 5, 2019. The grant request may go up to \$400,000.00 for costs.

16. Board to Consider Pipe Inspection Results –

The DWR Deferred Maintenance Program has funded pipe inspections of the District's Horseshoe pipes. Those inspections were performed and a draft report forwarded to Mr. Minard for finalization and submittal to DWR.

17. Board to Consider Withdrawal of District's Nomination to GSRMA Board Update –

After considerable reflection, Mr. Danna has asked that his and the District's nomination to participate on the GSRMA Board to be withdrawn. That notification was made on January 17, 2019.

18. Board to Consider Donation of 2017 Honey to Local Charities –

The 2018 honey allocation was delivered in December and there was surplus 2017 honey which had not been distributed. As in the past, Staff asked the Board to donate the past year's surplus honey to local charities. Sarbdeep Atwal moved to approve the donation. Dave Gothrow seconded the motion. Motion Carried.

2017----

5 lb. Natural Local Wild Flower ----26

5 lb. Montana Clover Glass jar ----5

40 oz. Natural Local Wild Flower ----15

Vote: 4 Ayes (Brown, Gothrow, Read, and Atwal), 0 Nays, 1 Absent (Danna), and 0 Abstain.

19. Board to Consider Attendance at the California Central Valley Flood Control Association 2019 Flood Forum –

This year the Flood Forum will be held at the Dante Club, 2330 Fair Oaks Blvd, Sacramento on March 20, 2019 from 10:00AM to 1:30 PM. Please advise Kim if you wish to attend to reserve a seat. Registrations received before March 8, 2019 receive a discount.

20. Board to Consider Special Board Meeting on February 21, 2019 at 10:00am to Pass Resolution for LAFCO De-Annexation –

The Board was apprised of the Special Board Meeting scheduled for February 21, 2019 at 10:00AM to 1:30PM to pass Resolution 2019-02-01 for LAFCO De-Annexation.

21. Board to Consider Invitation to Mike Inamine's Reception at the Refuge on February 13, 2019 from 3:30pm to 6:00pm –

Board was invited to Mike Inamine's Reception at the Refuge Restaurant in Yuba City on

February 13, 2019 from 3:30pm to 6:00pm.

22. Board to Consider Budget Snapshot through January 31, 2019 –
A Monthly Budget Snapshot through January 31, 2019 was presented to the Board.

23. Field Manager's Report:

Field Manager's Report

February 5, 2019

Maintenance and Projects Completed

Unit 1

1. Removed trash and shopping carts.
2. Replaced gravel stolen off the levee crown at LM 0.50 (Sheriff's report #T18000426).
3. Repainted the Railroad Stop Log Gates Safety Yellow at LM 1.20.
4. Staged more concrete blocks at LM 1.88 for future placement as needed.
5. Repaired tire ruts on the waterside slope at LM 0.75.
6. Burned brush piles on the landside at LM 1.50 and 1.70.
7. Installed new "No Motor Vehicles Allowed on Levee" signs on the landside toe at LM 0.30.

Unit 2A

1. Placed more concrete blocks along the waterside toe from LM 0.95 - LM 1.05.
2. Burned a brush pile on the landside toe at LM 1.03.
3. Installed new "No Motor Vehicles Allowed on Levee" sign on the waterside toe at LM 0.95.

Unit 2B

1. Pump Station 2
 - Backup generator exercised on 1/2 and 1/14.
 - Periodically checked during rainstorms.
 - Pumps were exercised and tested by remote "Auto Pump call".
 - Inventoried the on-site emergency spill kits.
2. CDF crews cut vegetation back along the waterside toe corridor from LM 11.95 – 12.05.
3. Repaired / cleaned / or replaced levee mile marker paddles as necessary.

Unit 3A

1. PS #6
 - Backup diesel generators exercised on 1/2 and 1/14.
 - Logitech load bank view screen was tested and reinstalled.
 - Pumps were exercised and tested by remote "Auto Pump call".
 - Inventoried the on-site emergency spill kits.
2. Placed concrete blocks along the east side of the levee access ramp on the east side

of Highway 70 to help reduce unauthorized vehicle access.

3. Repainted all levee gates in this Unit Safety Yellow.
4. Repaired / cleaned / or replaced levee mile marker paddles as necessary.
5. Installed new “No Motor Vehicles Allowed on Levee” sign on the landside toe at LM 2.90.

Unit 4

1. Monitored crack seals after rainstorms at the 8 identified areas south of Plumas Arboga Rd.
2. CDF crews thinned out brush and vegetation along the waterside levee shelf at LM 0.30.

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 1/3, 1/7, 1/10, 1/15, and 1/21.

Unit 7

1. Checked weekly for damages and picked up trash.

Unit 8

1. Cleaned out the concrete V ditches along the landside toe road.
2. Repaired / cleaned / or replaced levee mile marker paddles as necessary.

Unit 9

1. Pump Station #3
 - The backup diesel generator was exercised on 1/2 and 1/14.
 - The pump #4 soft starter motor and west door sensor were both replaced and successfully tested.
 - Pumps were exercised and tested by remote “Auto Pump call”.
 - Periodically checked on the facility during rainstorms.
2. Extended the waterside concrete block line at Country Club Dr. further west into the wave wash buffer area to help reduce entry of unauthorized vehicles.
3. Placed concrete blocks in front of a 50’ pipe fence opening north of Murphy Rd. caused by vandals who cut through and pulled out several vertical fence supports including the concrete footings (Sheriff’s report #19-01270).
4. Repaired miscellaneous tire ruts on the land and waterside slopes from LM 1.50 – 4.00.
5. Placed a load of gravel on the east side public entrance driveway on the landside where drivers frequently cut the corner before continue up the paved ramp.
6. Repaired / cleaned / or replaced levee mile marker paddles as necessary.

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. All manhole covers and trench plates were temporarily removed at the south end of Linear Pond 20 to check for and / or remove any obstructions in the drainage culvert system. No issues were found.
3. Removed trash out of the Island Rd. Detention Basin and removed vegetation from in front of the PS 9 trash rack.
4. Weedeated and cleared vegetation debris out of Lateral 5.
5. Cut sucker trees off of the Linear Pond 18 west slope and repaired erosion on the south east side embankment.
6. Removed and hauled trash and repaired / replaced Elderberry Bark Beetle warning signs around the Anderson Mitigation site.

Shop, Office, Fleet Vehicles, and Equipment

1. Office cleaned by RD 784 weekly.
2. Shop generator was exercised on 1/2 and 1/14.
3. Vehicles and equipment serviced and / or maintained as necessary.

Safety / Training

1. Administered weekly safety meetings and misc. SDS sheet reviews to the RD784 field staff crew as well as the Yuba County 1 Stop workers.
2. Biannual first aid kit inventory and restocking completed.
3. QAC / QAL certificate holders attended the annual Spray Safe presented by the Yuba Sutter Farm Bureau.

Miscellaneous

1. Periodically checked on all pump stations (Including the Olivehurst Pump Station) and drainage laterals during rainstorms throughout the District.
2. Pumps at RD784 Pump Station 10 and the Olivehurst Pump Station were exercised and tested by remote "Auto Pump call".
3. Removed and hauled trash out of the Anderson Mitigation site.
4. Placed concrete blocks along the east side Hwy 70 fence at the Chestnut Detention basin where Vandals cut through. Cal Trans was notified.

Administrative

1. Monthly online county pesticide spray use report completed.
2. Updated SDS (Safety Data Sheets) and MSDS (Material Safety Data Sheets) binder.
3. Completed the annual Feather River Air Quality Throughput Forms for 2018. 2019 FRAQ permits for each site also received (Shop, PS 2, 3, and 6).
4. Completed annual Hazardous Materials Best Practices Business Plan permit renewal paperwork and submitted to Yuba County Environmental Health. Yuba

Co. Environmental Health also inspected the RD784 shop, pump stations 2, 3, and 6. No violations were found.

24. Administrative Assistant's Report:

**Administrative Assistant Monthly Report
February 5, 2019**

Accounting:

1. Budget Update
2. Reconciliations
3. PSI – Gary Allen - Payment Received
4. Tiffany Shacklett – Kcoe Isom – Annual Audit Preparation
5. Jensen/Smith – Annual Audit Preparation – Audit Re-Scheduled for January 24, 2019.

Clerical/Office:

1. Impact Fees
 - A. SBFCA Reimbursement Agreement– Pending
2. Permit Clearance Request Sign Offs
 - A. Capital Valley Homes
3. Called Comcast and repaired Phone Lines and altered Communications Packet.
4. LAFCO, Lennar, and Feather Glen – Tracking Cost Spreadsheets
5. Drug & Physical Scheduling & New Hire Paperwork – Tommy Vang
6. Registered New Vehicle for Insurance – Received Cards & Removed old Vehicle from Assets.

Contract Management:

1. Blackburn Consulting – Unit 4 Cracks
2. Freemouw Environmental – Pump Station 2 – Pending Prevailing Wage Documents
3. Southwest Valve – Pending Prevailing Wage Documents
4. Roadrunner Drilling – Pending Prevailing Wage Documents – Christine Brookshire
5. FEMA Appeal
6. GSRMA – Extension on LPSF Reimbursement Extension – Through January 31, 2019.

Regulatory Compliance:

1. PWC – 100 - Freemouw Environmental, Southwest Valve, and Roadrunner Drilling.
2. Voya Census Spreadsheet – Atteberry Searle
3. Completed & mailed out 1099's. Mailed out on 1/23/2019.

Projects:

1. 218 Assessment Billing Process – On-Going
2. Flood Fight Training Class – Re-Scheduled for January 30, 2019
3. Special Board Meetings/218 Workshop – 218 Process

4. Set-up and attended Flood Fight Training Class on January 30, 2019.

Contacts:

Jennine Upton @ YCWA, Daniel @ Paychex, Naomi Whatley @ GSRMA, John Mallen @ MHM, Jennifer Peters @ GSRMA, Jesse Barton @ Gallery & Barton, Sean Minard @ MHM, Jolie Turk @ YC Treasurer's, Jacob@ Alliant, Christine Brookshire @ Roadrunner Drilling, Luke and Lewis @ Alliant Networking, Tiffany Shacklett @ Kcoe and Isom, Jennifer Jensen @ Jensen/Smith, and Deanna @ Plumas Lake Golf & Country Club

25. General Manager's Report:

**General Manager Report
February 5, 2019**

Administration:

1. 218 Benefit Assessment Process ongoing.
2. Unit #4 Crack Interaction and coordination with TRLIA recertification.
3. GSRMA Insurance and governance meeting
4. FY 2017-2018 Audit Process begun- KCOE- Isom and Jensen Smith
5. Rue v. LAFCO
6. Review of District Employee Handbook
7. Personnel Supervision: Vang hired for full time position.
8. Regional Flood Fight Training

Contract Management:

1. DWR Deferred Maintenance Program Pipe Inspections/ Pipe Replacement.
2. LWA and Floyd Communications contracts.
3. Lennar Contract: Provide Cultural and Environmental documents

Regulatory Compliance:

1. FEMA- Pump Station 2 Outfall Project Appeal submitted and awaiting response.
2. State Controller- Lost Property program funds received.
3. Social Security Administration Annual Report filed
4. Retirement Program Census filed

Projects:

1. Deferred Maintenance Program:
 - A. Unit 5 Pipe replacement plan to CVFPB and COE and awaiting permit issue.
 - B. Pipe inspections analysis pending with MHM.
2. Unit #4 patrol road crack:
 - A. Flood season fix completed and being monitored.
 - B. Permanent fix and recertification issues are being developed. Blackburn, TRLIA, MBK, MHM and HDR are all involved
3. Joint RD784/TRLIA 218 Assessment Process continuing.
4. YWA Grant Projects: 218 Processes pending
5. Central Valley Flood Control Association Quarterly meeting
6. Relief Well Inspection program: In progress.
7. Rice Aviation Culvert Project- Pending.

8. River Oaks East Pond preconstruction with Lennar's contractors.
9. Impact Fee Program MOUs:
 - A. Basin C Advanced Funding Fee program review was postponed until mid-February.
 - B. SBFCA-South Ella Basin.
10. Flood Fight Class for January 30th with 46 participants.
11. Pump Stations SCADA systems- PS 3 soft starters, PS 6- Control Screen installed.

26. Meeting Adjourned:

Meeting was adjourned at 10:58am.

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