

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: July 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.	10:00am	10:37am	37 Min
1. Call to Order					
A. Roll Call: Board President - Rick Brown - Present, Trustee - Joe Danna - Present, Trustee - David Read - 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:					
A. None					
3. Open Session:					
4. Approve Meeting Minutes – Joe Danna moved to approve the Meeting Minutes. Sarbdeep Atwal seconded the motion. Motion Carried. Vote: 4 Ayes (Brown, Atwal, Danna, and Read), 0 Nays, 0 Absent, 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, Atwal, Danna, and Read), 0 Nays, 0 Absent, 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. Jared Hastey – RD784 Board Trustee					
6. Steve Fordice – RD784 Secretary of the Board					

7. Kimberly Ford – RD784 Deputy Secretary of the Board
8. Patrick Meagher – RD784 Field Superintendent
9. Sean Minard – RD784 Engineer
10. Jesse Barton – RD784 Attorney
11. Stuart Hanson - Landowner
<i>Items for Discussion and Possible Actions:</i>
<p>7. Board to Consider Resolution 2019-07-01 to Adopt All Mailed Ballot Election and Solicit Nominations by 5:00pm on September 12, 2019 – David Read moved to adopt Resolution 2019-07-01 with the change added that this election and all future elections will be Mail in Ballot only. Sarbdeep Atwal seconded the motion. Motion Carried. Vote: 4 Ayes (Brown, Atwal, Danna, and Read), 0 Nays, 0 Absent, and 0 Abstain.</p>
<p>8. Board to Consider the Appointment to the Vacant Board Trustee Position – On June 20, 2019, two (2) candidates were interviewed by the Ad Hoc committee. The Ad Hoc committee recommended Jared Hastey to the Board of Trustees. Sarbdeep Atwal moved to approve the Resolution 2019-07-02 Appointing a Trustee to the Board. Joe Danna seconded the motion. Motion Carried. Vote: 4 Ayes (Brown, Atwal, Danna, and Read), 0 Nays, 0 Absent, and 0 Abstain.</p>
<p>9. Board to Consider Modification to the Basin C Advanced Funding Fee Program – – This item will be presented at the July 10, 2019 Special Board Meeting.</p>
<p>10. Board to Consider TRLIA Submitted Documents to FEMA to Certify RD784 Urban Levees – On June 14, 2019 TRLIA submitted documents to FEMA to certify the RD784 Urban Levees to the 100-year level of protection.</p>
<p>11. Board to Consider Adoption of Revised District Employee Handbook – Patricia Eyres of Eyres Law has reviewed the District’s Employee Handbook and has made changes to conform with case law. Sarbdeep Atwal moved to adopt the changes to the New Employee Handbook effective August 1, 2019. David Read seconded the motion. Motion Carried. Vote: 5 Ayes (Brown, Atwal, Danna, Read, and Hastey), 0 Nays, 0 Absent, and 0 Abstain.</p>
<p>12. Board to Consider Implementation of Central Valley Flood Protection Board Fee Program for Permitting and Inspections – On or after July 1, 2019 the CVFPB will require fees for new or re-issued Board permits. The legislature advised the CVFPB that it needed to generate income to support its activities and not rely on the general fund. These fees are the result of that direction.</p>
<p>13. Board to Consider Holiday Office Closure Schedule – The office will be closed on July 4, 2019 and July 5, 2019. Field staff will be on duty and available for regular and emergency duties.</p>
<p>14. Board to Consider Budget Snapshot through June 30, 2019 – A Monthly Budget Snapshot through June 30, 2019 was presented to the Board.</p>
<i>Field Manager’s Report:</i>

Field Manager's Report
July 2, 2019

Maintenance and Projects Completed

Unit 1

1. Removed trash, shopping carts, and painted over graffiti.
2. Weeded around fence and gate structures at LM 1.70 and 1.73.
3. Rodent control including application of smoke cartridges in squirrel holes and re-loaded bait stations.
4. Replaced the "No Motor Vehicles on Levee" signs at LM 0.03.
5. Placed more concrete blocks along the landside toe from LM 0.30 – 0.40.

Unit 2A

1. Rodent control including application of smoke cartridges in squirrel holes and re-loaded bait stations.
2. Painted the south levee crown gate at LM 1.00.

Unit 2B

1. Pump Station 2
 - Backup generator exercised on 6/3 and 6/17.
 - Sprayed the waterside outfall service road with herbicide and backfilled road ruts.
2. Mowed the levee crown edges and waterside toe from LM 10.00 – 12.85.
3. Sprayed along the landside concrete V Ditch and land and waterside ramps at LM 12.70.
4. Rodent control including application of smoke cartridges in squirrel holes and re-loaded bait stations.

Unit 3A

1. PS #6
 - Backup diesel generators exercised on 6/3 and 6/17.

Unit 4

1. Flap gate lifted at LM 6.00 to allow the Giant Garter Snake to swim through for the spring / summer season.
2. Sprayed the levee crown and portions of the landside slope and toe from LM 0.00 – 5.60.
3. Burned the landside slope from LM 4.10 – 5.84.

Units 3B/ 5 / 6 (Horseshoe Levee)

1. Sprayed the waterside flap gates in Units 3B and 6 and waterside toe corridor from LM 3.43 – 4.10.

2. Removed a large branch hanging over the Unit 5 levee crown at LM 3.00.

Unit 7

1. Reconstructed a damaged landside levee gate at Bryden Rd. at LM 3.50 caused by an unknown vehicle (Sheriff's report #0119900140).
2. Weedeated a fire break along the landside toe behind residences including the mobile home park.

Unit 8

1. Replaced eroded soil back on landside levee toe sections at LM 0.10 and 0.60.
2. Rodent control including application of smoke cartridges in squirrel holes and re-loaded bait stations.
3. Sprayed along the landside Concrete V Ditch.

Unit 9

1. Pump Station #3
 - The backup diesel generator was exercised on 6/3 and 6/17.
2. Mowed the landside levee toe from LM 0.00 – 5.72.
3. Rodent control including application of smoke cartridges in squirrel holes and re-loaded bait stations.
4. Weedeated a firebreak on the landside toe and V-Ditch adjacent to the Anderson residence.
5. Re-rocked the entire levee crown (Contracted).
6. Sprayed the landside service toe roads from LM 1.50 – 3.0 and from LM 5.30 – 5.50.

Drainage Laterals and Detention Basins

1. Sheep and Goats grazed along the Algodon Canal (Lateral 15 S.) south of Walgreens.
2. Mowed, sprayed, and weedeated along Lateral 13 north of Plumas Arboga Rd.
3. Mowed along the Lateral 15 N service road (Including behind Butterfly / Butter Cup) and sprayed black berries.
4. Mowed the service roads around Linear Pond 16, N. Ella Basin, and S. Ella Basin.
5. Weedeated the Mall Ditch, Lateral 14, Lateral 15 (S), Cal Trans Detention Basin, Lateral 5, and Lateral 17.
6. Cut back low hanging branches along the Chestnut Detention Basin.

Shop, Office, Fleet Vehicles, and Equipment

1. Office cleaned by RD 784 weekly.
2. Shop generator was exercised on 6/3 and 6/17.
3. Vehicles and equipment were serviced and or repaired as necessary.

Safety / Training

1. Administered weekly safety meetings and misc. SDS sheet reviews.
2. Bi-annual first aid kit inventory completed and supplies restocked.
3. Attended the California Special District Association General Manager Leadership Summit Seminar.

Miscellaneous

1. Sonitrol Security installed an alarm system on the 3 FFC Conex Boxes at Yuba College. The area was also mowed.
2. Regularly checked all RD784 Pump Stations (And Olivehurst PS) and looked for damages or issues around the District.
3. Avondale Pump Station 5 CCTV pipe inspections completed, and footage submitted to MHM for review.
4. Garbage piles picked up and hauled from the Anderson Mitigation Site.

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. Administered bi-annual field staff evaluations.

Administrative Assistant's Report:

Administrative Assistant Monthly Report July 2, 2019

Accounting:

1. Budget Update
2. Reconciliations
3. PSI – Gary Allen – Account Paid in Full
4. Lennar – River Oaks East Pond Invoice sent out for Payment – Pending Payment
5. YWA 218 Reimbursement Invoice – 1st Payment Received
6. Meeting with Andrea to close out Aged Accounts Receivable.
7. Meeting with Andrea to Update Sage Master Builder and close FY 2017-2018 in MB

Clerical/Office:

1. Impact Fees
2. Permit Clearance Request Sign Offs
 - A. K. Hovnanian Homes
 - B. LGI Homes
 - C. Capital Valley Homes
 - D. Lennar Homes
3. LAFCO, Lennar, Dept. F&W and Feather Glen – Tracking Cost Spreadsheets
4. Tracking 218 Return to Sender Letters
5. Published Public Hearing Notice in Appeal Democrat

Contract Management:

1. LWA – 218 Process
2. Gregory Livestock
3. Escheman Contract
4. FMAP OMRR&R Agreement
5. DMP Agreement
6. T&S Construction

Regulatory Compliance:

1. PWC – 100 – T&S Construction, Escheman Construction and Sub-Tronic
2. GSRMA Estimated and Actual Payroll Questionnaire
3. Had telephone meeting with John Terrazone – Lincoln Financial Allocating.
4. Updated New Employee Handbook
5. 2019-2020 Budget to County Auditor

Projects:

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

Contacts:

Daniel @ Paychex, Naomi Whatley @ GSRMA, Jennifer Peters @ GSRMA, Jesse Barton @ Gallery & Barton, Sean Minard @ MHM, Jolie Turk @ YC Treasurer’s, Luke and Jacob @ Alliant, Angela Yanez @ Yuba County CSDA, Kim Floyd, Leslie Wells @ TRLIA, Miranda Johnson @ Yuba County Auditor’s, Angela Yanez @ YCSDA.

General Manager’s Report:

**General Manager Report
July 2, 2019**

Administration:

1. 218 Benefit Assessment Processes ongoing. (New and Old)
2. Unit #4 Crack Interaction and coordination with TRLIA recertification process.
3. Basin C Advanced Funding Fee Review-
4. Board Trustee Replacement
5. LAFCO follow-up
6. Update Employee Handbook
7. One Stop Personnel

Contract Management:

1. DWR Deferred Maintenance Program:
 - A. Pipe Inspections being submitted to DWR
 - B. Pipe Replacement Project, Unit #5, LM 2.47 Project proceeding.
2. FMAP Contract- Unit #9 Patrol Road Rehab
3. River Oaks East (Lennar) Contract Compliance

Regulatory Compliance:

1. FEMA- Appeal process-awaiting outcome.

Projects:

1. Deferred Maintenance Program:
 - A. Unit 5 Pipe replacement project to proceed in July.
 - B. Pipe inspections package to be submitted to DWR.
2. Unit #4 Patrol Road Crack:
 - A. Following May meeting, an August or September maintenance exploratory action is planned.
3. RD784 218 Assessment Process continuing.
4. YWA Grant Projects:
5. Relief Well Inspection program: In progress.
6. River Oaks East Pond:
 - 2nd pipe- Engineering plans being reviewed.
 - Pond acceptance delayed due to issues with drainage pipe
7. FMAP Unit #9 Rehab project done- Board acceptance at July 10th meeting.
8. Impact Fee Program-
 - A. Basin C Advanced Funding Fee program review
 - B. River Oaks East Village 3, South and North map updates in progress
 - C. Infill projects
 - D. Basin C Advanced Funding Fee Review
 - E. Cresleigh Homes- Lateral 5 and Algodon Canal review
9. Avondale Pump Station (5) Repair- Two pipes damaged
10. Yuba Water Agency Project list update and Community Development Survey
11. Yuba Water Agency Project list update and Community Development Survey
12. Kinder Morgan CVFPB Encroachment Permit Application

Meeting Adjourned:

The Board Meeting was adjourned at 10:37am

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