

SPECIAL BOARD MEETING MINUTES			RECLAMATION DISTRICT 784		
1594 Broadway Street					
Arboga, CA 95961-8821					
Meeting Description: Reclamation District No. 784 Board of Trustee's Special Board Meeting					
Date: January 9, 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.	10:04am	10:55am	51 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 - Present, Trustee - Sarbdeep Atwal - Absent, 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. Conference with Legal Counsel – Existing Litigation, Paragraph (1) of Subdivision (d) of Section 54956.9. One Case. (Rue v. Yuba LAFCO) – No Reportable Action.					
3. Open Session:					
4. Approve Meeting Minutes – David Read moved to approve the Meeting Minutes. Joe Danna seconded the motion. Motion Carried. Vote: 4 Ayes (Brown, Gothrow, Read, and Danna), 0 Nays, 1 Absent (Atwal), and 0 Abstain.					
5. Approve Checks and Warrants – Joe Danna moved to approve the Checks and Warrants. David Read seconded the motion. Motion Carried. Vote: 4 Ayes (Brown, Gothrow, Read, and Danna), 0 Nays, 1 Absent (Atwal), 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. Joe Danna – 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
<i>Items for Discussion and Possible Actions:</i>
<p>7. Board to Consider River Oaks East Village 2 Final Map and Pond Update – On December 21st staff received a signed copy of the Lennar Agreement and two (2) performance bonds which completed Lennar’s responsibilities to allow its River Oaks East Village 2 map to be recorded. Mr. Lee was advised that the District does not oppose the recordation of the map. Signed copies of the documents were forwarded to Lennar for their files.</p>
<p>8. Board to Consider Reimbursement Agreement with Sutter-Butte Flood Control Agency – The South Ella Pond was constructed in part by the Sutter-Buttes Flood Control Agency that removed dirt for their levees. The agreement would acknowledge SBFCA’s efforts and establishes a means to reimburse the agency for its costs. SBFCA submitted no paperwork. No action was taken.</p>
<p>9. Board to Consider Unit #4 (WPIC) Cracks Update – MHM, Blackburn Consulting, HRD, MBK, TRLIA and staff have been working together on the Unit #4 cracks. Bob Lokteff of Blackburn Consulting inspected the cracks and the levee slopes and recommended that the cracks be temporarily sealed to prevent rain from entering the cracks. RD784 staff sealed the cracks in preparation for the winter. Mr. Lokteff also conducted an analysis of past levee projects, past levee failures, levee investigations and past construction plans in order to better identify causation and to identify possible long- term solutions. Engineers from all of the above listed firms agreed that additional data would be helpful and agreed upon three (3) additional survey points at each of the eight crack sites. The sites will be surveyed once a month for 12 months and after every rain event which produces greater than 3 inches of rain over a 4-day period. TRLIA’s engineering consultants advised that the cracking will not prevent the urban levee system from being certified to the 100-year level of protection. Analysis to determine a long-term solution are continuing. Blackburn consultants recommend additional investigation, including subsurface exploration and analysis, are warranted to develop a long-term solution.</p>
<p>10. Board to Consider Holiday Levee Damages – Pride Security was hired to patrol the District to protect infrastructure for the extended Christmas and New Year’s holidays. Two guards were assigned: one on the Feather Setback levee from Anderson Road to the Linda Water treatment plant and the second guard to patrol the rest of the District. Some gravel was stolen (and recovered) from Unit #1 from the levee crown at Park Avenue and the loss of a few locks. Staff believes the second guard prevented more damage which the District experienced during past Christmas and New Year’s holidays. Fewer levee slope damages occurred. The second guard increased the safety of the deployed security guards.</p>
<p>11. Board to Consider FY 2017-2018 Accounting and Audit Update – Tiffany Shacklett of KCOE Isom, the District’s outside CPA has been working with Kim to complete the District’s final FY 2017-2018 budget. As in the past, the District has</p>

engaged Jensen Smith to conduct final audit. Jennifer Jensen is scheduled to begin her onsite audit on January 18, 2019.

12. Board to Consider January 22, 2019 Special Workshop Board Meeting –
Staff and consultants will present the proposed 218 Methodology for consideration.

13. Board to Consider Re-Scheduled Flood Fight Class on January 30, 2019 –
The rescheduled Flood Fight Class will begin at 7:30 AM at the Plumas Lake Golf and Country Club. Contact Kim if you wish to attend.

14. Board to Consider Budget Snapshot through December 31, 2018 –
A Monthly Budget Snapshot through December 31, 2018 was presented to the Board.

15. Field Manager's Report:

Field Manager's Report
January 9, 2019

Maintenance and Projects Completed

Unit 1

1. Removed trash and shopping carts.
2. Replaced concrete blocks on the waterside toe at LM 1.10 that were moved by unknown vandals.
3. Painted misc. pipe fence sections safety yellow from LM 0.30 – 2.20.
4. Replaced gravel stolen from the levee crown at LM 0.50 (Sheriff's report #T18000426).

Unit 2A

1. Checked regularly for damages before and after weekends.

Unit 2B

1. Pump Station 2
 - Backup generator exercised on 12/3 and 12/17.
 - Periodically checked during rainstorms.
 - Cleared debris off the trash rack.
 - Cleaned out all sediment build up on the inside and outside areas of the trash rack down to the concrete pan including under all pump impellor areas. Also cleaned sediment out of the waterside outtake area.
 - Outfall flap gate installation completed including final inspection by MHM engineering.
2. Filled the voids next to the west side of the concrete V Ditch in near PS 2 with AB Gravel.
3. CDF crews trimmed back heavy vegetation back from the waterside levee toe from LM 11.00 – 12.00.

Unit 3A

1. Pump Station #6
 - Backup diesel generators exercised on 12/3 and 12/17.
 - The main breaker switch on the generator unit #2 was discovered to be tripped on 12/17 while performing regular generator startup exercising. The breaker would not reset so the contracted maintenance technician was called out to reset the breaker. The breaker continues to function as normal during routine engine exercising and is being monitored until the breaker manufacturer provides their recommendation to the maintenance contractor as to whether or not the breaker should be replaced.
 - Cleared debris off the trash rack.
 - Periodically checked during rainstorms.
 - Load Bank view screen on the generator startup pedestal was discovered blank and is pending testing results from the manufacturer and generator maintenance contractor.
 - Slide gate valve stem cover was replaced due to vandalism (Pending sheriff's report #).
2. Repainted miscellaneous levee gates safety yellow.
3. Painted over graffiti discovered on the west side of the slide gate structure near the waterside outfall area.

Unit 4

1. Monitored crack seals after rainstorms at the 8 identified areas south of Plumas Arboga Rd.

2. Sealed additional levee crown cracks in "Area #4" at LM 1.76 as per the direction of Blackburn Consultants.

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 11/29, 11/30, 12/3, 12/14, and 12/21.

Unit 7

1. Installed a new "No Motor Vehicles Allowed" sign next to the east side Dantoni Rd. levee gate.

Unit 8

1. Cleaned out the landside concrete V ditches.

Unit 9

1. Pump Station #3
 - The backup generator was exercised on 12/3, 12/7 (Test after battery replacements), and 12/19.
 - Both batteries in the backup generator were replaced.
 - Cleared debris off the trash rack.
 - The pump #4 soft starter motor and west door sensor have been ordered. Pending delivery of parts with an estimated installation date to be by late January 2019.
 - Periodically checked on the facility during rainstorms.
2. Placed and / or repaired pipe fence openings cut by vandals between Ella Avenue and the Linda Sewer Treatment Plant (Sheriff's Report # T18000384).
3. Installed new "No Motor Vehicles Allowed" signs along the landside toe north and south of Ella Avenue adjacent to the V Ditch and pipe fence.
4. Cut sucker trees out of the landside V ditch from LM 0.50 – 5.00.

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. Cut and hauled away sucker trees out of Lateral 16 and also cut back cattails in front of all culvert openings.
3. Burned brush piles at Linear Pond 16.
4. Cut and hauled away sucker trees off the Ella Basin detention basin slopes.
5. Cut sucker trees off the Linear Pond 18 slopes, North Unit 8 pond slopes, and Chestnut Basin slopes.
6. Weedeated and cut vegetation branches back along the north and east side Wheeler Basin boundary fence lines.
7. Cleaned up and hauled away trash left by a homeless encampment at Chestnut Basin.
8. Cleared vegetation out of Lateral 5 along the low-flow channel and north side embankment.
9. Weedeated Lateral 8 (Anderson Avenue).

Shop, Office, Fleet Vehicles, and Equipment

1. Office cleaned by RD 784 weekly.
2. Shop generator was exercised on 12/3 and 12/19.
3. Serviced and / or repaired vehicles and equipment 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.

Miscellaneous

1. Periodically checked on all pump stations during rainstorms (Including the Olivehurst Pump Station) throughout the District.
2. Repaired potholes along the Anderson Mitigation site service roads and picked up trash piles.
3. Cleared wood debris off the Pump Station 10 trash rack area.

Administrative

1. Monthly online county pesticide spray use report completed.

2. Updated SDS (Safety Data Sheets) and MSDS (Material Safety Data Sheets) binder.
3. Cost coded invoices, reviewed and approved weekly time sheets, and approved time off requests.
4. Renewed the Feather River Blvd. County encroachment permit for when closing a traffic lane next to Lateral 14 becomes necessary to perform maintenance (Permit #PW18-0190).

16. Administrative Assistant's Report:

Administrative Assistant Monthly Report January 9, 2019

Accounting:

1. Budget Update
2. Reconciliations
3. PSI – Gary Allen - Payment Received
4. Billed Lennar Homes – River Oaks Village 2 Adv. Funding and Impact Fees – Paid
5. Tiffany Shacklett – Kcoe Isom – Annual Audit Preparation
6. Billed Lennar for CSA66 Shortfall – Paid
7. Contacted SCI- Their error on Assessment Manual Detail Report – Check Numbering

Clerical/Office:

1. Impact Fees
 - A. SBFCA Reimbursement Agreement– Pending
2. Permit Clearance Request Sign Offs
 - A. K. Hovnanian
 - B. Capital Valley Homes
3. Worked with Alliant & Ray Morgan on Troubleshooting New Copy Machine

Contract Management:

1. CAL Fire – Reimbursement Sheet
2. Blackburn Consulting – Unit 4 Cracks
3. Freemouw Environmental – Pump Station 2 – Pending Prevailing Wage Documents
4. FEMA Appeal
5. GSRMA – Extension on LPSF Reimbursement Extension – Through January 31, 2019.

Regulatory Compliance:

1. PWC – 100 - Freemouw Environmental and Dragon Demolition

Projects:

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

Contacts:

Jennine Upton @ YCWA, Daniel @ Paychex, Mark Marshall @ GSRMA, Jennifer Peters @ GSRMA, Jesse Barton @ Gallery & Barton, Sean Minard @ MHM, Jolie Turk @ YC Treasurer's, Jacob@ Alliant, Bob Lokteff – Blackburn, Reid Scarff @ Ray Morgan, Luke and Lewis @ Alliant Networking, and Tiffany Shacklett @ Kcoe and Isom.

17. General Manager's Report:

Administration:

1. Personnel Supervision
2. Unit #4 Crack Interaction and coordination with TRLIA recertification.
3. On-call over Christmas Holiday.
4. GSRMA Insurance and governance meeting scheduled
5. Rue v. LAFCO
6. Yuba Co Building Dept Internal Drainage Study Grant Support
7. Issue Doug Handen District radio for Gold Fields flood fight coordination
8. FY 2017-2018 Audit Process begun- KCOE- Isom and Jensen Smith

Contract Management:

1. DWR Deferred Maintenance Program Pipe Inspections/ Pipe Replacement.
2. Retirement account management.
3. OPUD Force Main Road Maintenance- completed.
4. YWA (formerly YCWA) Loan to pay local share for Horseshoe gravel project.
5. Security arrangements and Unit #9 protection.
6. LWA and Floyd Communications contract.
7. Blackburn Consulting

Regulatory Compliance:

1. FEMA- Pump Station 2 Outfall Project Appeal submitted and awaiting response.
2. State Controller- Lost Property program submission.

Projects:

1. Deferred Maintenance Program:
 - A. Pipe replacement plan to CVFPB and COE.
 - 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. YCWA 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. Lennar MOU and Bonds for River Oaks East Pond and second pipe completed.
9. Impact Fee Program MOUs:
 - A. Basin C Advanced Funding Fee program review was postponed
 - B. SBFCA-South Ella Basin.
10. Rescheduled Flood Fight Class for January 30th
11. Pump Stations SCADA systems- PS 3 soft starters, PS 6- Control Screen
12. Cresleigh Homes- Lateral 5 tree issues.

1. Meeting Adjourned:

Meeting was adjourned at 10:55am.

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