

SPECIAL BOARD MEETING MINUTES			RECLAMATION DISTRICT 784		
1594 Broadway Street					
Arboga, CA 95961-8821					
Meeting Description: Reclamation District 784 Board of Trustee's Special Board Meeting					
Date: July 11, 2018 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	11:08am	1 Hr 7 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 - Present, Board Secretary - Steve Fordice - Present, Deputy Board Secretary - Kimberly Ford, Present, Field Superintendent - Patrick Meagher – Absent, and Attorney – Jesse Barton, Present.					
2. Closed Session:					
1. No Reportable Action					
3. Open Session:					
4. Approve Meeting Minutes – Joe Danna moved to approve the Meeting Minutes. Dave Gothrow seconded the motion. Motion Carried. Vote: 5 Ayes (Brown, Gothrow, Atwal, Read, and Danna), 0 Nays, 0 Absent, and 0 Abstain.					
5. Approve Checks and Warrants – David Read moved to approve the Checks and Warrants. Sarbdeep Atwal seconded the motion. Motion Carried. Vote: 5 Ayes (Brown, Gothrow, Atwal, Read, and Danna), 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. Dave Gothrow – RD784 Board Vice-President					
3. Sarbdeep Atwal – RD784 Board Trustee					
4. Joe Danna – RD784 Board Trustee					
5. David Read – RD784 Board Trustee					

6. Steve Fordice – RD784 Secretary of the Board
7. Kimberly Ford – RD784 Deputy Secretary of the Board
8. Sean Minard – RD784 Engineer
9. Jesse Barton – RD784 Attorney
10. Chris Coulter – SCI Consulting Group
11. Stuart Hanson - Landowner
<i>Items for Discussion and Possible Actions:</i>
<i>Add Agenda Item #20 – Board to Receive a Rebate Check and Presentation of Award Sarbdeep Atwal moved to approve the added agenda item. David Read seconded the motion. Motion Carried. Vote: 5 Ayes (Brown, Gothrow, Atwal, Read, and Danna), 0 Nays, 0 Absent, and 0 Abstain.</i>
<p><i>7. Public Hearing: Board to Discuss and Possibly Approve a Resolution Approving Engineering Reports and Levying Annual Assessments –</i> Chris Coulter from SCI made a presentation outlining RD784’s assessment for FY 2018-2019. Sarbdeep Atwal moved to approve Resolution 2018-07-01, confirming District diagram and assessment and ordering the levy of assessments for FY 2018-2019. The Hearing was closed at 10:34am. Dave Gothrow second the motion. Motion Carried. Vote: 5 Ayes (Brown, Gothrow, Atwal, Read, and Danna), 0 Nays, 0 Absent, and 0 Abstain.</p>
<p><i>8. Board to Consider the Final, Urban Levee MBK Urban Basin Hydraulic Study –</i> The MBK Urban Basin Hydraulic study was finalized and provided to the Board on June 19th and released to the public on June 21, 2018. Work on the Rural Basin study has begun.</p>
<p><i>9. Board to Consider the Urban Basin 218 Process Update –</i> LWA, TRLIA, consultants and staff continue to work to define the District’s future financial needs in preparation for a Proposition 218 election. The process continues with an election date in 2019 in time for inclusion in the FY 2019-2020 tax bases.</p>
<p><i>10. Board to Consider Adoption of the RD784 FY 2018-2019 Budget –</i> On June 19, 2018, the TRLIA Board reviewed and accepted the proposed RD784 FY 2018-2019 budget which was produced by MHM and staff. TRLIA allocated \$1,030,466.05 to RD784 for O & M. The MHM Engineering budget estimate concluded that TRLIA needed to provide RD784 with \$1,179,043.36 but the TRLIA Assessment was unable to generate that much revenue. The MHM Engineering budget estimate was consolidated into the RD784 budget/accounting format. Sarbdeep Atwal moved to adopt the budget. Joe Danna seconded the motion. Vote: 5 Ayes (Brown, Gothrow, Atwal, Read, and Danna), 0 Nays, 0 Absent, and 0 Abstain.</p>
<p><i>11. Board to Consider Adoption of the 2018 Impact Fee Annual Inflator –</i> EPS calculated the Impact Fee Program annual inflator using the Construction Cost Index adjustment factor of the average of 20-City Cost Index (3.00%) and the San Francisco index (2.77%) for an average, annual inflator of 2.88%. That index was then used to develop the 2018 Impact Fee Program update. Staff recommended that the Board adopt the new update. The establishment of the Non-Residential Agriculture Rate for Basin A-1, Basin B and Basin C was included in the new study. Once adopted by our District, the program document will be forwarded to the Yuba County Board of Supervisors for their consideration. Dave Gothrow moved to adopt the 2018 Impact Fee Annual Inflator. David Read seconded the motion. Motion Carried. Vote: 5 Ayes (Brown, Gothrow, Atwal, Read, and Danna), 0 Nays, 0 Absent, and 0 Abstain.</p>

12. Board to Consider Resolution to Accept the South Ella Pond Property and Adopt Separate Fee Credit and Reimbursement Agreements with the Sutter-Butte Flood Control Agency, North Valley properties LLC, Foothill Partners LLC, and the J&M Smith Revocable Trust –

This item has been postponed until the August 2018 Board Meeting.

13. Board to Consider FEMA Funding Update –

FEMA funding for the Pump Station 2 outfall project and for new base rock on the urban levees was denied. The PS 2 project had to be done but the base gravel was not placed until approval was received. The 2017 High Water Emergency Declarations have been closed. The District received \$71,195.01 in federal funds. However, the PS 2 outfall project cost \$220,908.42 which was not funded. Reserve Funds were used for the project.

14. Board to Consider YCWA Grant Funding Update –

LAFCO Grant: On June 19th, the full YCWA Board approved the District's LAFCO GRANT payment of \$107,258.15 which exceeded the initial grant. Hydraulic Study: A progress billing for the urban portion of the Hydraulic Study of \$43,059.50 was submitted to YCWA. The study was needed for the District's 218 process.

15. Board to Consider Relief Well Testing Contract Update –

On June 11, 2018, A Notice of Award letter was submitted to Roadrunner Drilling and Pump Company, the low bidder at a contract cost of \$249,256.00 on Alternative Bid Schedule A, for project completion within one year. The contract was signed by both parties and a notice to proceed was issued.

16. Board to Consider Pump Station 2 Flap Gate Replacement Project Update –

Dragon Demolition will install the new PS 2 flap gate sometime in August 2018. A \$24,500 "not to exceed" installation contract was signed by Dragon Demolition. The work is expected to begin in late July or early August of 2018.

17. Board to Consider Trustees Attending the GSRMA Annual Training Conference –

GSRMA announced their annual training conference will be held October 18 and 19, 2018 in Corning. Patrick will be attending and will be spending one night. Three (3) rooms were reserved in anticipation of Trustee participation. Trustees are encouraged to attend. Contact Kim to confirm attendance. Mr. Brown advised he would attend the conference.

18. Board to Consider Flood System Repair Program FSRP Gravel Project on the Rural Levees Update –

MBK has proposed a design and bid phase in August 2018, an award and construction phase in September and closing the project before the November flood season. RD817 is the lead agency for this project.

19. Board to Consider Monthly Budget Snapshot through June 30, 2018 –

A Monthly Budget Snapshot through June 30, 2018 was presented to the Board.

20. Board to Receive a Presentation and a Rebate Check from Golden State Risk Management Authority (GSRMA) for Safety Program –

This item was postponed until the next Board Meeting. The service representative was unable to attend.

21. Field Manager's Report:

Field Manager's Report
July 11, 2018

Maintenance and Projects Completed

Unit 1

1. Periodically picked up trash, shopping carts, and painted over graffiti.
2. Weedeated a fire break between the landside levee toe and the adjacent residences.
3. Grouted squirrel holes on the land and waterside slopes from LM 0.07 – 1.55.

Unit 2A

1. Trimmed trees growing through the landside cyclone fence and weedeated along the concrete blocks adjacent to the Riverside Drive residences.

Unit 2B

1. Pump Station 2
 - Backup generator exercised on 6/4 and 6/18.
 - Sprayed wasp nests and performed other regular maintenance around the facility as necessary.

Unit 3A

1. PS #6
 - Backup diesel generators exercised on 6/4 and 6/18.
 - Sprayed wasp nests and performed other regular maintenance around the facility as necessary.
2. Tractor mowed the levee crown and ramps.

Unit 4

1. Sprayed the landside slope from LM 0.00 – 1.10

Units 3B/ 5 / 6 (Horseshoe Levee)

1. Took weekly photos of the Unit 5 eroded pipe at LM 2.47.
2. Tractor mowed the levee crown and hinges throughout.

Unit 7

1. Weedeated a fire break between the landside levee toe and the adjacent residences.
2. Painted all concrete blocks Safety Yellow.
3. Tractor mowed the levee crown and landside toe.

Unit 8

1. Tractor mowed the levee crown and ramps.

Unit 9

1. Pump Station #3
 - The backup generator was exercised on 6/4 and 6/18.
 - Sprayed wasp nests and performed other regular maintenance around the facility as necessary.
2. Continued pipe fence construction along the landside V Ditch between Ella

Avenue and Rice Ranch.

3. Tractor mowed the landside toe flat areas from LM 1.70 – 5.60 and in-between the waterside wave wash buffer tree rows.
4. Inmates continued with weekly tree trimming along the waterside wave wash buffer tree rows.
5. Burned brush piles along the waterside toe between Ella Avenue and Broadway.
6. Placed blocks in front of a cut fence opening on the landside at LM 1.00 (Sheriff's report #0118900120).
7. Replaced a levee gate padlock that was cut off at Country Club (Sheriff's report #0118900101).

Drainage Laterals and Detention Basins

1. Removed beaver dams out of Lateral 15 South and Linear Pond 16.
2. Pushed vegetation into burn piles in Linear Pond 16.
3. Tractor mowed the Chestnut Basin, Wheeler Basin, along Laterals 8, 10, 13, and 15 (N).
4. Weedeated and picked up trash out of laterals 9, 10, 12, 14, 15 (Bingham Canal), 15 South behind KB Homes, 16, and the Mall Ditch.
5. Relocated concrete blocks from Linear Pond 18 to the Island Rd. Detention basin.
6. Sprayed along the Lateral 16 service rd.

Shop, Office, Fleet Vehicles, and Equipment

1. Office cleaned by RD 784 weekly.
2. Shop generator was exercised on 6/4 and 6/18.
3. Serviced and / or repaired all vehicles and equipment as necessary.

Safety / Training

1. Administered in-house staff as well as YC 1 Stop Workers annual reviews of various safety topics, and misc. SDS / Label reviews.
2. Conducted semi-annual inspections on fall arrest safety harnesses.
3. Semi-annual first aid kit inventory completed including supply replacements that were necessary.

Miscellaneous

1. Periodically checked on pump stations (Including the Olivehurst Pump Station) and culverts throughout the District as necessary.

Administrative

1. Monthly online county pesticide spray use report completed.
2. Updated SDS (Safety Data Sheets) and MSDS (Material Safety Data Sheets) binder.
3. Provided bi-weekly work schedules to the field crew and GM.

4. Administered semi-annual employee evaluations to all field staff.

22. Administrative Assistant's Report:

Administrative Assistant Monthly Report July 11, 2018

Accounting:

1. Budget Update
2. Reconciliations
3. Olivehurst Pump Station Invoices – O&M and Frisch
4. PSI – Gary Allen - Payment Received
5. Received SCI Benefit Payments
6. Received Interest Apportionments – 3rd Quarter
7. New RD784 Budget Implementation

Clerical/Office:

1. Impact Fees Paid
 - a. Joann Burdick
 - b. Erle Road Self Storage
2. Troubleshooting Computer and Copy Machine
3. Personnel Withholding Order

Contract Management:

1. Gregory Livestock – Payments withholding Retention
2. CAL Fire – Reimbursement Sheets
3. Dragon Demolition – PS2 Flap Gate Contract

Regulatory Compliance:

1. PWC – 100 -Dragon Demolition
2. PWC -100 – Road Runner Drilling

Projects:

1. LAFCO – Grant Processing
2. LAFCO – Hydraulic Study Grant Processing
3. 218 Assessment Billing Process

Contacts:

Terri Daly @ YCWA, Daniel @ Paychex, Naomi Whatley @ GSRMA, Jennifer Peters @ GSRMA, Liz Smith @ GSRMA, Jesse Barton @ Gallery & Barton, Steve Gregory @ Gregory Livestock, Gary Allen @ PSI, Jake Hannan @ Cal Fire, Paige @ LAFCO, Angela Yanez @ YC Planning Dept., Valerie Flores @ SCI, John Mallen @ MHM and David Wright @ DFW.

23. General Manager's Report:

General Manager Report July 11, 2018

Administration:

1. Yuba-Sutter Flood Fight Coalition cache burglary at YCCD campus
2. Impact Fee Program: annual inflation-adjustment review with EPS.
3. Central Valley Flood Control Association Quarterly meeting.

4. Personnel Issues: Tommy Vang hired as Temp.

Contract Management:

1. Dragon Demolition contract:
2. Monitor Deferred Maintenance Program (Horseshoe pipe replacement) project grant agreement submitted.
3. Impact Fee Program Annual Inflation completed.
4. YCWA Grant LAFCO approval and Hydraulic study

Regulatory Compliance:

1. Social Security Administration registration.

Projects:

1. Deferred Maintenance Program-Pipe replacement pending
2. Deferred Maintenance Program-Pipe inspection pending
3. Joint RD784/ TRLIA 218 Assessment Process continuing.
 - a. MBK Hydraulic Study
4. YCWA Grant Projects Pending: 218 Processes.
5. Pump Station 2 flap gate replacement project
6. Central Valley Flood Protection Board OMRR&R Committee.
7. FSRP Gravel Project pending
8. Relief Well Inspection program.
9. Impact Fee Program MOUs:
 - a. Foot Hill Partners- South Ella Basin
 - b. SBFCA-South Ella Basin
 - c. Lanza-Sandgren
 - d. Erle Road Self Storage
 - e. Burdick
10. Displaced Worker Program.
 - a. Skid-steer on site
 - b. Two (2) grant employees
11. Central Valley Flood Protection Board OMRR&R Committee
12. CCTV system failure.
13. SCADA system update and Olivehurst PS.
14. FY 2018-2019 Budget development
15. Lennar Construction de-watering issues

24. Meeting Adjourned:

Meeting was adjourned at 11:08 am.

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