

BOARD MEETING MINUTES			RECLAMATION DISTRICT 784		
1594 Broadway Street					
Arboga, CA 95961-8821					
<b>Meeting Description:</b> Reclamation District No. 784 Board of Trustee's Board Meeting					
<b>Date:</b> March 5, 2019 <b>Time:</b> 10:00am <b>Location:</b> 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	11:11am	1 Hr 11 min
<b>1. Call to Order</b>					
<b>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 – Present, and Attorney – Jesse Barton, Present.</b>					
<b>2. Closed Session:</b>					
<b>1. Conference with Legal Counsel – Existing Litigation, Paragraph (1) of Subdivision (d) of Section 54956.9. One case. (Rue vs. Yuba LAFCO) –</b> No Recordable Action					
<b>3. Open Session:</b>					
<b>4. Approve Meeting Minutes –</b> Sarbdeep Atwal moved to approve the Board Meeting Minutes. Joe Danna seconded the motion. Motion Carried. <b>Vote: 5 Ayes (Brown, Gothrow, Read, Atwal, and Danna), 0 Nays, 0 Absent, and 0 Abstain.</b>					
<b>5. Approve Checks and Warrants –</b> Joe Danna moved to approve the Checks and Warrants. Sarbdeep Atwal seconded the motion. Motion Carried. <b>Vote: 5 Ayes (Brown, Gothrow, Read, Atwal, and Danna), 0 Nays, 0 Absent, and 0 Abstain.</b>					
<b>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.</b>					
<b>Persons Attending</b>					
<b>1. Rick Brown – RD784 Board President</b>					
<b>2. Dave Gothrow – RD784 Board Vice-President</b>					
<b>3. Sarbdeep Atwal – RD784 Board Trustee</b>					
<b>4. Joe Danna – RD784 Board Trustee</b>					

<b>5. David Read – RD784 Board Trustee</b>
<b>6. Steve Fordice – RD784 Secretary of the Board</b>
<b>7. Kimberly Ford – RD784 Deputy Secretary of the Board</b>
<b>8. Patrick Meagher – RD784 Field Superintendent</b>
<b>9. Sean Minard – RD784 Engineer</b>
<b>10. Jesse Barton – RD784 Attorney</b>
<b>11. David Gibb - Landowner</b>
<b>12. Stuart Hanson - Landowner</b>
<b><i>Items for Discussion and Possible Actions:</i></b>
<p><b>7. Board to Consider Farmers’ Request for Gates and/or Access through Fences to the Feather River Flood Plain –</b></p> <p>Mr. Daljit Dhillon has requested the installation of a gate and authority to drive upon the Unit #9 Toe Road and cross the Unit #9 V-ditch so he can access his property. His property is located landside of the levee. Mr. Dhillon wants to avoid driving equipment on Feather River Blvd and instead use the levee toe roads. RD784 has been completing pipe fencing to protect the levees which has closed access previously used by some farmers.</p> <p>Recently, the ownership of Unit #9 (Feather River Setback Levee) land was transferred from TRLIA to the Sacramento San Joaquin Drainage District owned by the CVFPB. Mr. Brunner advised that prior to the land transfer, all lease holders in the Setback Area negotiated 24/7, legal access via Country Club Road. These landowners have negotiated access by public road and were not to drive into or across the V-ditch.</p> <p>A CVFPB encroachment permit would be required to install a bridge across the V-ditch and CVFPB would have to grant permission to drive on the levee patrol or toe roads. During the inquiry, staff learned that Rice Ranch no longer has authority to use the Plumas Road gate to cross the V-ditch.</p>
<p><b>8. Board to Consider Resolution 2019-03-01 to Suspend RD784’s Current Assessment if the New RD784’s Assessment Passes –</b></p> <p>TRLIA has passed a resolution which would suspend its current assessment if the new RD784 assessment passes. Under the new assessment RD784 will collect TRLIA’s old levee funds directly and provide funds to TRLIA for its ongoing responsibilities. The resolution will provide tangible proof to the public that RD784 will not pass the new assessment and still apply the old assessment. Dave Gothrow moved to approve the Resolution 2019-03-01 Suspending Existing Assessment Upon Approval and Levy of Proposed Assessment. Sarbdeep Atwal seconded the motion. Motion Carried. <b>Vote: 5 Ayes (Brown, Gothrow, Read, Atwal, and Danna), 0 Nays, 0 Absent, and 0 Abstain.</b></p>
<p><b>9. Board to Consider Deferred Maintenance Program Unit 5 LM 2.47 Pipe Replacement Update –</b></p> <p>The CVFPB issued a permit to replace the Unit #5 pipe which will be 100% funded by the DWR Deferred Maintenance Program. The permit did require the plan to include a positive closure device which had to be added. MHM is modifying the plan and intend to bid the project in 30 days.</p>
<p><b>10. Board to Consider Adopting District Rules &amp; Regulations –</b></p> <p>Without a formal process, the District had been contractually providing individual Encroachment Permits on a case by case basis to protect District infrastructure. Mr.</p>

Barton provided a framework of Rules and Regulations for Board consideration. These rules allow the District to assure that structures built into or over its laterals and ditches will function as designed and provide a mechanism to correct unlawful or incorrectly installed structures. Sarbdeep Atwal moved to approve the District Rules & Regulations. David Read seconded the motion. Motion Carried. **Vote: 5 Ayes (Brown, Gothrow, Read, Atwal, and Danna), 0 Nays, 0 Absent, and 0 Abstain.**

***11. Board to Consider Merging RD784 Retirement Programs into a Single Lincoln Financial Retirement Plan –***

Tim Vas Dias, the District's Retirement Financial Advisor has recommended the District merge its two plans into a single retirement program which would save fees and reduce administrative overhead. The new plan would be served by Lincoln Financial. The GM is the Plans' Trustee and asks for Board consent to make the change. The District and our employees both benefit from this. David Read moved to give the GM approval to make the change. Sarbdeep Atwal seconded the motion. Motion Carried. **Vote: 5 Ayes (Brown, Gothrow, Read, Atwal, and Danna), 0 Nays, 0 Absent, and 0 Abstain.**

***12. Board to Consider Employee Handbook Update –***

The Employee Handbook has been under legal review to remain in compliance with CA law changes. The updated draft was finalized and will be rolled out to the staff during the week following the Board meeting.

***13. Board to Consider Relief Well Inspection Update –***

The Relief Well Inspections and rehabilitations are continuing. The date of project completion is unknown.

***14. Board to Consider FEMA Update of 2017 High Water Projects Funding –***

On February 13, 2019, representatives from FEMA, CAL OES, MHM and staff held a conference call to discuss the status of several 2017 high water projects. FEMA and CAL OES advised they were still working to determine eligibility of the District's project requests. Some of the projects were completed, invoices submitted but as yet are unpaid. No specific response date was given. No new data was requested.

***15. Board to Consider YWA 218 Grant Request Update –***

GM is scheduled to address the YWA POD committee in March to ask for a \$350,000 grant for the 218 process.

***16. Board to Consider Advanced Funding Review Update –***

Mr. Minard and staff met on February 26, 2019 to review the finances of Basin C and to identify potential legal issues posed. Staff anticipates a recommendation to the Board in April 2019.

***17. Board to Consider GSRMA Special District Member Representative Ballot –***

Three Community Services Districts vying to represent Special Districts on the GSRMA Board: Artois Community Services District, Hamilton City Community Services District and Lake Shastina Community Services District. Artois - Glenn County, 6 employees, water. Hamilton City- Glenn County, 8 employees, waste water collection/treatment, parks, and street lights. Lake Shastina- Siskiyou County, 24 employees, water, waste water, fire, police, and animal control. Board selected Lake Shastina as the candidate agency and directed the GM to cast a ballot on the District's behalf.

***18. Board to Consider the Alliant Networking Computer Update Proposal –***

Sarbdeep Atwal moved to approve the purchase of a new computer system including new software, hardware and docking stations for the District. David Read seconded the motion.

Motion Carried. **Vote: 5 Ayes (Brown, Gothrow, Read, Atwal, and Danna), 0 Nays, 0 Absent, and 0 Abstain.**

***19. Board to Consider an Update on the Replacement Water Truck –***

The District's current water truck is thirty-two (32) years old. It is becoming increasingly difficult to find parts. The current truck carries a 1200-gallon tank. California Motor Vehicle operator's licensing laws have recently changed and tanks under 1000 gallons can be driven by persons with Class C licenses. Mr. Meagher searched to find and acquire a new water truck that will comply with California Motor Vehicle Code regulations and that will be more reliable and safer for our personnel. All of the used water trucks that were found so far have tanks with over 1000-gallon capacity. The District will have to buy a new truck and have a tank assembly installed. The estimated cost of a completed water truck is between \$80,000 and \$95,000. The first bid for \$79,000 was received on February 22, 2019.

***20. 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 AM to 1:30 PM.

***21. Board to Consider Update Actions Taken to Protect the Unit #9 Setback Levee Authorized during the February Board Meeting –***

Due to the weather, the K-rail purchase and placement authorized at the February meeting was postponed until drier weather. The rails and use of the excavator have been ordered and postponed several times.

***22. Board to Consider the Status of the Unit #4 Patrol Road –***

Additional AB was placed south to north along Unit #4 to prepare for winter. The concrete seals in Section 3 were removed and replaced. The seals were damaged by truck traffic during the placement of AB. MHM continued to survey the site as per the plan and provide information to the involved engineering firms for review.

***23. Board to Consider Budget Snapshot through February 28, 2019 –***

A Monthly Budget Snapshot through February 28, 2019 was presented to the Board.

***Field Manager's Report:***

Field Manager's Report  
March 5, 2019

Maintenance and Projects Completed

Unit 1

1. Removed trash and shopping carts.
2. Sprayed levee crown and ramps throughout.
3. Cleaned and / or repaired / replaced levee mile marker paddles.
4. Placed concrete blocks and painted safety yellow along the waterside toe at LM 2.19.
5. Installed "No Motor Vehicles On Levee" signs on the landside toe at LM 2.00 and 2.17.
6. Repaired tire ruts on the waterside slope at LM 1.29.
7. Placed AB gravel intermittently in potholes along the levee crown and ramps.

### Unit 2A

1. Sprayed levee crown and ramps throughout.
2. Filled tire ruts on the land and waterside slopes from LM 2.50 – 2.76.
3. Sprayed the levee crown and ramps throughout.
4. Cleaned and / or repaired / replaced levee mile marker paddles.
5. Installed “No Motor Vehicles On Levee” sign on the landside toe at LM 0.95.
6. Cut back brush along the waterside service toe road at LM 1.05.
7. Placed AB gravel intermittently in potholes along the levee crown and ramps.
8. Repaired a broken weld joint on the levee crown gate at LM 1.00.

### Unit 2B

1. Pump Station 2
  - Backup generator exercised on 1/28 and 2/11.
  - Periodically checked during rainstorms.
2. CDF inmate crews trimmed back brush and branches along the waterside levee toe from LM 10.00 – 11.00.
3. Placed AB gravel intermittently in potholes along the levee crown and ramps.
4. Patrolled the levee during the day on 2/14 while the Feather River was slightly higher than normal.
5. Checked for relief well activity – None.

### Unit 3A

1. PS #6
  - Backup diesel generators exercised on 1/28 and 2/11.
  - Periodically checked during rainstorms.
2. Installed “No Motor Vehicles On Levee” signs on the landside toe at LM 3.18.
3. Patrolled the levee during the day on 2/14 while the Bear River was in monitor stage for a short period.

### Unit 4

1. Monitored crack seals after rainstorms at the 8 identified areas south of Plumas Arboga Rd.
2. Refreshed the levee crown gravel from LM 0.00 – 2.00.
3. Resealed levee crown cracks in area #3 with new concrete ready-mix where original seals became cracked after gravel trucks traveled back and forth.
4. Installed “No Motor Vehicles On Levee” signs on the landside toe at LM 3.58 and LM 3.68.

### 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 1/31, 2/13, and 2/20.
3. Patrolled the levee during the day on 2/14 while the Bear River was in monitor

stage for a short period.

4. Cleared wood debris off the Unit 5 waterside slope after water receded.

#### Unit 7

1. Sprayed levee crown and ramps throughout.
2. Cleaned and / or repaired / replaced levee mile marker paddles.

#### Unit 8

1. Patrolled the levee during the day on 2/14 while the Bear River was in monitor stage for a short period.
2. Checked for active relief well activity – None.

#### Unit 9

1. Pump Station #3
  - The backup diesel generator was exercised on 1/28 and 2/11.
  - Periodically checked on the facility during rainstorms.
2. Painted pipe fencing safety yellow between Ella Avenue and Anderson Rd.
3. Blocked and / or repaired cut pipe fence sections at LM 0.80 (Sheriff's report #'s T19000032 and T19000033).
4. Filled tire ruts on the land and waterside slopes from LM 0.00 – 1.50.
5. Sprayed the levee crown and ramps from LM 0.00 – 3.00.
6. Cleaned and / or repaired / replaced levee mile marker paddles.
7. Repaired tire ruts on the waterside slope at LM 2.20.
8. Placed AB gravel intermittently in potholes along the levee crown and ramps.
9. Burned brush piles along the Unit 9 waterside toe from LM 1.80 – 1.90.

#### 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. Removed sucker trees off the west side embankment of Linear Pond 18.
3. Placed blocks in front of a cut fence opening discovered on the north side of the Cal Trans detention basin area (Sheriff's Report #0119900032).
4. Weedeated vegetation behind the Motel adjacent to the Cal Trans Detention basin.
5. Cut out sucker trees and brush at the Chestnut Detention basin between the service rd. and the Hwy 70 barrier fence.
6. Burned brush piles at Linear Pond 16.
7. Weedeated along the Lateral 16 service road near River Oaks Blvd.

#### Shop, Office, Fleet Vehicles, and Equipment

1. Office cleaned by RD 784 weekly.
2. Shop generator was exercised on 1/28 and 2/11.

3. All vehicles and equipment were serviced or repaired 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. All staff attended the annual regional flood fight training day on January 30.
3. Annual respirator fit tests completed.
4. New Employee orientation administered (Tommy Vang).

#### Miscellaneous

1. Periodically checked on all pump stations (Including the Olivehurst Pump Station) throughout the District before, during, and after rainstorms.
2. Refreshed gravel along the Pump Station 5 service road entrance.
3. Replaced faded or missing "No Trespassing" Signs at Pump Stations 4, 5, 7, 9, 10, and the Olivehurst PS.
4. Painted over graffiti discovered on the Pump Station 7 building (Sheriff's Report # Pending).
5. Plugged a small leak under the lead pump discharge pipe at Woody's Pump Station #1.

#### 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 2019 Bureau of Automotive Repair annual Fleet Smog Transmittal form.
4. Completed the on-line RD784 DWR Winer LMA Self-Reporting Documents.

#### ***Administrative Assistant's Report:***

### **Administrative Assistant Monthly Report March 5, 2019**

#### **Accounting:**

1. Budget Update
2. Reconciliations
3. PSI – Gary Allen - Payment Received
4. Received LPSF Reimbursement from GSRMA. – February 19, 2019 - \$809.26
5. Created new Cash Fund Account for Basin C-1

#### **Clerical/Office:**

1. Impact Fees
  - A. SBFCA Reimbursement Agreement– Pending
2. Permit Clearance Request Sign Offs
  - A. K. Hovnanian Homes
  - B. LGI Homes

C. LARJET Inc.

3. LAFCO, Lennar, and Feather Glen – Tracking Cost Spreadsheets
4. Alliant Networking Meeting – New Computers, Monitors Software and Router WiFi Installation.
5. Worked with Alliant networking to solve computer issues.
6. Assembled and Addressed packets for LAFCO De-Annexation – Steve deliver & mail.

**Contract Management:**

1. Blackburn Consulting – Unit 4 Cracks
2. Gregory Livestock
3. Wright One Electric – Prevailing wage
4. FEMA Appeal

**Regulatory Compliance:**

1. PWC – 100 – Freemouw Environmental, Wright One Electric, and Roadrunner Drilling.
2. Completed & mailed out 1096 and 1099's. Mailed out to IRS on February 15, 2019.
3. 1095B Forms – Issued to employees
4. Uploaded RMAP Application and Documents to GSRMA – ShareFile.
5. Completed Government Compensation Report to SCO.

**Projects:**

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

**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, Luke@ Alliant, Christine Brookshire @ Roadrunner Drilling, Wesley @ Alliant Networking, Tiffany Shacklett @ Kcoe and Isom, Jennifer Jensen @ Jensen/Smith, Larry Graham – Larjet, Angela Yanez @ Yuba County CSDA, And Marci Baker @ Wright-One Electric.

***General Manager's Report:***

**General Manager Report  
March 5, 2019**

**Administration:**

1. 218 Benefit Assessment Process ongoing.
2. Unit #4 Crack Interaction and coordination with TRLIA recertification process.
3. GSRMA Insurance: 1095 Forms issued.
4. FY 2017-2018 Audit Process begun- KCOE- Isom and Jensen Smith
5. Rue v. LAFCO
6. Legal review of District Employee Handbook.
7. Personnel supervision: No Pursuit Policy training.



8. One Stop Program interaction.
9. FMAP Application.

**Contract Management:**

1. DWR Deferred Maintenance Program Pipe Inspections/ Pipe Replacement.
2. LWA and Floyd Communications contracts.

**Regulatory Compliance:**

1. FEMA- Appeal process...Waiting outcome.
2. State Controller and Yuba County Controller- Statement of Facts confirmation.

**Projects:**

1. Deferred Maintenance Program:
  - A. Unit 5 Pipe replacement plan to CVFPB permit issued and plan modified.
  - B. Pipe inspections analysis pending with MHM.
2. Unit #4 Patrol Road Crack:
  - A. Flood season fix being monitored and the seal in one section replaced.
  - 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.
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.
10. FMAP Application.
11. Computer systems upgrade/ networking.
12. Pump Stations and SCADA systems.
13. Security coordination with adjacent farmers.
14. Possible dirt sale from Lateral 16.

**Meeting Adjourned:**

***Meeting was adjourned at 11:11am.***

*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