

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: May 1, 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.	10:03am	11:06am	1 Hr 3 Min
1. Call to Order					
A. Roll Call: Board President - Rick Brown - Present, Trustee - Joe Danna - Present, Trustee - David Read - Absent, 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, Engineer- John Mallen and Attorney – Jesse Barton, Present.					
2. Closed Session:					
A. None					
3. Open Session:					
4. Approve Meeting Minutes – Sarbdeep Atwal moved to approve the Meeting Minutes. Dave Gothrow seconded the motion. Motion Carried. Vote: 4 Ayes (Brown, Gothrow, Atwal, and Danna), 0 Nays, 1 Absent (Read), and 0 Abstain.					
5. Approve Checks and Warrants – Joe Danna moved to approve the Checks and Warrants. Sarbdeep Atwal seconded the motion. Motion Carried. Vote: 4 Ayes (Brown, Gothrow, Atwal, and Danna), 0 Nays, 1 Absent (Read), 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 President of the Board					
2. Dave Gothrow – RD784 Vice-President of the Board					
3. Joe Danna – 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. John Mallen – RD784 Engineer
9. Jesse Barton – RD784 Attorney
10. Brain Manning – Landowner Attorney - DNLC
11. David Gibb – Landowner – Gibb Ranch
<i>Items for Discussion and Possible Actions:</i>
<p>7. Board to Consider the FY 2016-2017 Audit – Jennifer Jensen of Jensen Smith CPA’s completed the FY 2016-2017 Financial Audit. The audit was presented to the Board for review and approval.</p>
<p>8. Board to Consider Approving a Categorical Exemption from CEQA to Replace the Unit #5, LM 2.47 Pipe – The State approved Deferred Maintenance Program (DMP) contract has been received. On April 23, engineers from the DMP, the Central Flood Protection Board, the US Army Corps of Engineers and MHM agreed to replace the Unit #5 LM 2.47 pipe with an 18” pipe which is the size currently in place, and which will make the replacement a maintenance project and exempt from CEQA. Mr. Minard will submit design plans to the CVFPB in 4 to 6 weeks for review. Mr. Bole, the District’s biologist, was consulted by phone concerning the CEQA Cat Ex submission and he agreed to provide assistance as needed. Sarbdeep Atwal moved to approve the CEQA Cat Exemption. Joe Danna seconded the motion. Motion Carried. Vote: 4 Ayes (Brown, Gothrow, Atwal, and Danna), 0 Nays, 1 Absent (Read), and 0 Abstain.</p>
<p>9. Board to Consider District’s LAFCO Reorganization Process – A certificate of completion was expected to be issued by the Yuba County LAFCO the week of April 22 which completed the boundary reorganization process. Once received, the District’s borders will be officially redefined. Final payment was made to LAFCO, Yuba County and the State Board of Equalization. BOE payment and all LAFCO documents were forwarded to the State Board of Equalization for parcel review.</p>
<p>10. Board to Consider District FY 2019-2020 218 Process – The draft MBK Hydraulic Study was returned to MBK for revisions and has not been returned. Staff and consultants continue to meet to advance the process. The timeline for project completion is still unknown.</p>
<p>11. Board to Consider Request from Stephen Scheer, Yuba County AG Commissioner for \$3,000.00 Funding Support for Trapper – Joe Danna moved to approve the funding support for the Trapper. Sarbdeep Atwal seconded the motion. Motion Carried. Vote: 4 Ayes (Brown, Gothrow, Atwal, and Danna), 0 Nays, 1 Absent (Read), and 0 Abstain.</p>
<p>12. Board to Consider Status of the Pump Station 2 Flap Gate Replacement Project – The flap gate for Pump Station 2 has been ordered and the expected delivery time is 10 to 12 weeks. Mr. Meagher has prepared the installation project bids.</p>
<p>13. Board to Consider Unit #4 (WPIC) Construction Site – Mr. Brunner inspected the Unit #4 access from the Old Marysville Highway and agreed that gates and additional fencing were needed to protect the levee. Joe Danna moved to approve the proposed additions. Dave Gothrow seconded the motion. Vote: 4 Ayes (Brown, Gothrow, Atwal, and Danna), 0 Nays, 1 Absent (Read), and 0 Abstain.</p>

14. Board to Consider Relief Well Bid Process –

John Mallen of MHM will act as Project Manager for the District’s Relief Well testing program. The District is required to test all of its relief wells every 5 years. Bids are required to be delivered to the MHM office at 2:00pm, May 17, 2018 for consideration. All bids received by that time will be opened and reviewed. The Board will be asked to award the contract at the June 2018 Board Meeting.

15. Board to Consider Memorial Day Weekend Security –

The District has hired Pride Asset Protection, which is under new ownership, to patrol the District’s facilities during the Memorial Holiday Weekend. They will provide 89 hours of coverage starting on May 25, 2018 and will end on May 29, 2018.

16. Board to Consider Allocation of Unspent FY 2016-2017 Funds to Reserve Accounts –

Sarbdeep Atwal moved to allocate unspent funds for the FY 2016-2017 into the Emergency Repair Reserve Accounts. Dave Gothrow seconded the motion. Motion Carried. **Vote: 4 Ayes (Brown, Gothrow, Atwal, and Danna), 0 Nays, 1 Absent (Read), and 0 Abstain.**

17. Board to Consider Monthly Budget Snapshot through April 30, 2018 –

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

18. Board to Consider Invitation to the Sacramento Valley Association Annual Meeting on May 10, 2018 –

Sacramento Landowners Association Annual Meeting will be held at Granzella’s, 457 7th Street, Williams, CA, on May 10, 2018, at 530pm.

19. Field Manager’s Report:

Field Manager’s Report
May 1, 2018

Maintenance and Projects Completed

Unit 1

1. Periodically picked up trash, shopping carts, and painted over graffiti.
2. Loaded squirrel bait stations on the land and watersides throughout this unit.
3. Monitored the levee during high river flows.
4. Tractor mowed the levee crown and landside toe from LM 1.40 – 1.70.

Unit 2A

1. Sprayed ramps and toe roads.
2. Weedeated against the concrete blocks on the landside from LM 0.00 – 0.90.
3. Placed more concrete blocks along the waterside toe at LM 1.40 to help reduce unauthorized motor vehicle entries.

Unit 2B

1. Pump Station 2
 - Backup generator exercised on 3/26 and 4/9.
2. Monitored the levee and relief wells during high river flows.
3. Closed the levee slide gate during high water.

Unit 3A

1. PS #6

- Backup diesel generators exercised on 3/26 and 4/9.
2. Loaded squirrel bait stations on the land and watersides throughout this unit.

Unit 4

1. TRILIA construction punch items pending completion.
2. Tractor mowed levee crown and landside toe roads from LM 5.50 – 5.92.
3. Continued pipe fence construction along the landside service Rd. near Plumas Arboga Rd at LM 6.25.
4. Sprayed the landside slope from LM 0.00 – 0.70 and along the levee crown from LM 1.70 – 5.84.

Units 3B/ 5 / 6 (Horseshoe Levee)

1. Took weekly photos of the Unit 5 eroded pipe at LM 2.47.
2. Routinely checked the condition of the flap gates in units 3B, 5, and 6 on 3/26, 4/5, and 4/6.
3. Tractor mowed the levee crown hinges throughout.

Unit 7

1. Loaded squirrel bait stations on the landside at LM 1.70.
2. Tractor mowed the levee crown edges from LM 2.30 – 3.91.

Unit 8

1. Loaded squirrel bait stations on the land and watersides throughout this unit.
2. Sprayed along the landside toe concrete V Ditches and service roads.
3. Sheep and goats grazed.
4. Filled potholes along the landside toe road.

Unit 9

1. Pump Station #3
 - The backup generator was exercised on 3/26 and 4/9.
 - Sprayed the gravel service area inside the pump station.
2. CDF inmates continued trimming tree limbs and weed-eating vegetation along the waterside Wave Wash Buffer between Ella Avenue and Broadway.
3. Pipe fence construction continued along the landside V Ditch from LM 1.70 – 2.0.
4. Loaded squirrel bait stations on the land and watersides throughout this unit.
5. Sprayed ramps and toe roads.
6. Purchased and staged more concrete blocks on the landside at Country Club for future use.
7. Removed a dumped wood pile on the waterside toe at Country Club at LM 4.00.
8. Repaired potholes along the landside service road and ramps that lead to Pump Station 3.

Drainage Laterals and Detention Basins

1. Periodically checked and removed trash and / or debris out of District drainage laterals and culvert openings as necessary.
2. Tractor mowed along the lateral 13 shelf, between Plumas Arboga Rd. and Wheeler Basin, Lateral 15 (N) south of the shop yard, around the Ella Basin service road, around the Wheeler Basin service road, and Chestnut Basin.
3. Sprayed along the Lateral 16 service road, Lateral 15 (N) service road south of the shop.
4. Weedeated the RD784 lot next to the River Oaks Fire Station, Cal Trans Detention Pond, Laterals, 5, 14, and 16.
5. Removed homeless encampment trash from the west side of Chestnut basin and reported to County Code Enforcement.
6. Painted all pipe bollards at service entrances along Lateral 16.

7. Repaired heavy ruts along the west Linear Pond 16 service road entrance.

Shop, Office, Fleet Vehicles, and Equipment

1. Office cleaned by RD 784 weekly.
2. Shop generator was exercised on 3/26 and 4/9.
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 including the RD784 Heat Illness Prevention Plan and misc. SDS / Label reviews.
2. Attended the California Special District Leadership and Yuba County Supervisory Development academies.

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. Submitted the annual online California Bureau of Automotive government fleet smog check reporting transmittal.
3. Updated SDS (Safety Data Sheets) and MSDS (Material Safety Data Sheets) binder.
4. Provided bi-weekly work schedules to the field crew and GM.

20. Administrative Assistant's Report:

Administrative Assistant Monthly Report May 1, 2018

Accounting:

1. Budget Update
2. Reconciliations
3. Ray Morgan – Meter Readings
4. Olivehurst Pump Station Reimbursement Payment
5. Gridley Ford Credit Application
6. Allocate Funds to Reserve Account

Clerical/Office:

1. Plan Checks
 - a. Sandra Ortiz
 - b. Mohinder Takhar
 - c. Theresa Warner
2. PGE Meter Chart Updates
3. Personnel Withholding Order

Contract Management:

1. Gregory Livestock – Payments withholding Retention
2. CAL Fire – Reimbursement Sheets
3. FSRP Contract
4. Relief Well Bid Packets

Regulatory Compliance:

Projects:

1. LAFCO – Grant Processing
2. FEMA – Grant Billing
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.

21. General Manager's Report:

General Manager Report May 1, 2018

Administration:

1. 2018-2019 Budget redefinition for SCI Engineering Report
2. Employee Payroll issues
3. Central Valley Flood Control Association Legislative Committee.
4. Impact Fee Program Update/ Reimbursements: Warner, Ortiz, Lanza, Rice Aviation,
5. Central Valley Flood Protection Board OMRR&R Committee

Contract Management:

1. Late Pallet Specialist Inc. Impact Fee payments.
2. Deferred Maintenance Program (Horseshoe pipe replacement) project.
3. Flood System Repair Project
4. Pride Security
5. Generator Maintenance Contract awarded

Regulatory Compliance:

1. FY 2016-2017 Audit finalized for Board consideration.
2. F & W Routine Maintenance Agreement

Projects:

1. Deferred Maintenance Program-
2. LAFCO Reorganization completed. Certificate of Completion is pending.
3. Joint RD784/ TRLIA 218 Assessment Process continuing.
4. YCWA Grant Project lists submitted.
5. FEMA Billing process pending:
6. Central Valley Flood Protection Board OMRR&R Committee.
7. Bear River Conservation Program
8. Relief Well Contract Bids posted with return on May 17, 2018.
9. Pump Station 2 Flap Gate Repair: replacement gate ordered
10. Displaced Worker Program.
 - a. Excavator delivered. Maggard operating the equipment

11. FSRP Gravel Project
12. Homeless Challenges/ Damages/ Clean-up
13. Olivehurst Fire Dept. flood fight class April 25th.
14. CA F & W bird survey coordination
15. DWR/ Native American issues/ coordination
16. Salvation Army Board

22. Meeting Adjourned:

Meeting was adjourned at 11:06am

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