

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: June 5, 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.	10:13am	11:10am	57 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, Arrived 10:23AM.					
2. Closed Session:					
A. None					
3. Open Session:					
4. Approve Meeting Minutes – Sarbdeep Atwal moved to approve the Meeting Minutes. Joe Danna 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 – Joe Danna 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 President of the Board					
2. Dave Gothrow – RD784 Vice-President of the Board					
3. David Read – Board Trustee					
4. Sarbdeep Atwal – Board Trustee					
5. Joe Danna – 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 (Late Arrival 10:23am)
10. David Gibb - Landowner
11. Stuart Hanson - Landowner
12. Brian Manning – Attorney for Landowner
<i>Items for Discussion and Possible Actions:</i>
<p>7. Board to Consider Resolution of Intent to Levy Current 218 – Joe Danna moved to approve Resolution 2018-06-01, which states to continue levy assessments for the fiscal year 2018-2019, the Engineer’s Report and to keep the rate the same as last year. Sarbdeep Atwal seconded the motion. Motion Carried. Vote: 5 Ayes (Brown, Gothrow, Atwal, Read, and Danna). 0 Nays, 0 Absent, and 0 Abstain.</p>
<p>8. Board to Consider New 218 Process Update– Engineers from LWA and MBK have been consulting with TRLIA and MHM to review the engineering methodology. The urban basin hydraulic study is being reviewed and has not been released to RD784 staff and consultants. The anticipated release date is still unknown.</p>
<p>9. Board to Consider Relief Well Testing Bids – John Mallen of MHM conducted a bid process for Relief Well testing and rehabilitation project. DWR and the USACOE require that relief wells are tested every five years. Bidders were given the options of bidding a multi-year contract, testing a number of the 78 wells each year until completion or as a single year contract and testing them all at once. Sarbdeep Atwal moved to approve the low bid to have the wells be done all at once. David Read seconded the motion. Motion Carried. Vote: 5 Ayes (Brown, Gothrow, Atwal, Read, and Danna). 0 Nays, 0 Absent, and 0 Abstain.</p>
<p>10. Board to Consider the Creation of a Non-Residential Agricultural Impact Fee Rate – The Board adopted an Agricultural rate for all basins at one half (1/2) of the Industrial rate and equal to the Low Density Residential rate. This rate applies to agricultural structures that are located outside of established residential neighborhoods. Dave Gothrow moved to adopt the rate. Sarbdeep Atwal seconded the motion. Motion Carried. Vote: 5 Ayes (Brown, Gothrow, Atwal, Read, and Danna). 0 Nays, 0 Absent, and 0 Abstain.</p>
<p>11. Board to Consider Temporarily Waiving Imposition of Basin C Advanced Funding Fees on Infill Projects for Individual Residential Homeowners and Small Development Projects (Four (4) Parcels or Fewer) – District staff was seeking Board approval to waive the imposition of the Basin C Advanced Funding Fees for individual homeowners and for small development projects (four or fewer parcels). The current program required impact fees from individual homeowners adding impermeable surfaces, if those improvements occurred after fee program origination. The Basin C Advanced Funding Fees are \$43,328.00 per acre while regular Basin C Medium Density Residential Fees are \$20,650.00 per acre. For small projects, the costs to administer agreements for reimbursements often outweigh the total of the additional collected fees which will be funded at some unknown, later date. Recipients of the temporary waivers were advised that additional fees would be imposed later if the Board decided to continue to levy the Basin C Advanced Funding Fees. Dave Gothrow moved to approve the waiver. David Read seconded the motion. Motion Carried.</p>

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

12. Board to Consider LAFCO Update –

On May 4, 2018, Yuba LAFCO recorded a Certificate of Completion for the RD784 Reorganization.

13. Board to Consider District Security Contractor Update –

The District sought bids for a new Security Company. The lowest bidder was Brookman Protection Services, who then was hired for the Memorial Day Weekend. No decision has been made concerning which security company to use in the future. All the security companies contacted are seeking a one-year contract.

14. Board to Consider One Stop Grant Program –

The One Stop Grant Employees will be ending their placement with the District in June 2018.

15. Board to Consider Deferred Maintenance Program Levee #5 L.M. 2.47 Pipe Replacement Update –

Mr. Minard will be submitting engineering plans to the CVFPB and the USACOE for approval of an in-kind pipe replacement which would be considered a maintenance project.

16. Board to Consider the FSRP Rural Levee Gravel Project Update –

Tom Engler has made an application to YCWA to secure \$50,000.00 for local share of the FSRP Rural Levee Gravel Project. Copies of Mr. Brown's signature on the YCWA grant agreement were forwarded to MBK for further processing. The project start date is not yet set.

17. Board to Consider SCADA Replacement Computer Project Update –

Frisch Engineering submitted a bid to build a SCADA replacement computer which would allow the District staff to replace the SCADA computer in the event of a failure to the main unit. The approved bid was for \$13,996.00 and delivery is anticipated by June 30, 2018. This acquisition is another step in upgrading the internal drainage system and creating redundancy where ever possible before the flood season.

18. Board to Consider GSRMA Insurance Rebate for the Risk Management Accreditation Program (RMAP) –

The District was awarded a rebate of \$4,329.00 from GSRMA, the District's insurance carrier, for successfully designing and completing a safety program. Kim and Patrick collaborated to complete and submit the program application.

19. Board to Consider Monthly Budget Snapshot through May 31, 2018 –

A Monthly Budget Snapshot through May 31, 2018 was presented to the Board.

20. Field Manager's Report:

Field Manager's Report
June 5, 2018

Maintenance and Projects Completed

Unit 1

1. Periodically picked up trash, shopping carts, and painted over graffiti.
2. Weedeated a fire break behind the Silverwood Estates residences from LM 0.50 – 0.80.

3. Rodent control including grouting squirrel holes at LM 0.06.
4. Replaced a cut padlock on the landside toe at LM 1.95 (Sheriff's report #0118900099).
5. Tractor mowed the levee crown edges.

Unit 2A

1. Trimmed low hanging tree branches on the waterside at LM 1.00 – 1.30.
2. Weeded a firebreak behind the cyclone fence on the landside between Island Rd. and Riverside Dr. plus around all gate structures.
3. Tractor mowed the levee crown edges.

Unit 2B

1. Pump Station 2
 - Backup generator exercised on 4/23, 5/7, and 5/21.
 - Sprayed wasp nests and performed other regular maintenance around the facility.
 - Sprayed the PS 2 Outfall drainage channel.
2. Sprayed vegetation along the concrete V Ditch on the landside north of PS 2.
3. Tractor mowed the levee crown edges.

Unit 3A

1. PS #6
 - Backup diesel generators exercised on 4/23, 5/7, and 5/21.
 - Sprayed wasp nests and performed other regular maintenance around the facility.

Unit 4

1. Tractor mowed the levee crown edges.
2. Raised the flap gate at LM 5.93 for the spring / summer season to allow the Giant Garter snakes to swim through.
3. Contacted code enforcement and requested assistance in dealing with lingering homeless encampments near LM 6.31.
4. Refurbished the existing T-Post / Barbed wire fence at LM 6.30.

Units 3B/ 5 / 6 (Horseshoe Levee)

1. Took weekly photos of the Unit 5 eroded pipe at LM 2.47.
2. Filled in a coyote burrow on the landside slope in Unit 3B at LM 4.55.
3. Removed off the waterside toe 2 fallen trees at LM 3.90 and 4.00.
4. Tractor mowed and sprayed the waterside toe in Unit 3B from LM 3.80 – 4.00.
5. Sprayed the Unit 3B and 6 levee crowns and ramps.
6. Sprayed the levee crown in Unit 5 from LM 2.70 – 4.21.

Unit 7

1. Mowed the landside toe from LM 2.00 – 2.75.

Unit 8

1. Grouted squirrel holes on the landside slope from LM 1.9 – 2.4.
2. Sprayed along the landside concrete V Ditches.

Unit 9

1. Pump Station #3
 - The backup generator was exercised on 4/23, 5/7, and 5/21.
 - Sprayed wasp nests and performed other regular maintenance around the facility.
2. CDF inmates continued trimming tree limbs and weedeating vegetation along the waterside Wave Wash Buffer between Ella Avenue and Broadway. Also burned brush piles.
3. 5 cut pipe fence sections were discovered followed by repairs and / or block placements on the landside near the Murphy Rd. areas (Sheriff's reports #0118900068, #0118900073, 0118900077, 0118900086, and 0118900096).
4. The north waterside levee toe gate was cut and repaired. (Sheriff's report #0118900087).
5. Continued pipe fence construction along the landside V Ditch between Ella Avenue and Rice Ranch.
6. Weedeated around gate and fence structures.
7. Tractor mowed the levee crown edges.

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. Weedeated fire breaks along the Cal Trans detention basin area, lateral 5 service road, laterals 13, 14, 15 South, lateral 16 service road, lateral 16 south lot next to the River Oaks Fire Station, Linear Pond 16 east side behind houses adjacent to Coffee Creek Dr., and Linear Pond 18 Service Road.
3. Removed trees and stumps out of Linear Ponds 16 and 20 with an excavator and pushed into burn piles.
4. Removed rock obstructions from underneath the south large flap gate structure located at the east end of Linear Pond 16.
5. Removed a fallen tree out of the Mall Ditch.

Shop, Office, Fleet Vehicles, and Equipment

1. Office cleaned by RD 784 weekly.
2. Performed regular maintenance and / or repairs on vehicles and equipment as necessary.
3. Shop generator was exercised on 4/23, 4/25 (Emergency), 5/7, and 5/21.

4. Re-stained the office trailer deck and repainted the non-slip metal grates.
5. Repaired a roof leak on the office trailer, replaced stained ceiling tiles, and resealed and painted the exterior wood siding joints.
6. Replaced the board room toilet wax ring and water supply line.

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.

Miscellaneous

1. Periodically checked on pump stations (Including the Olivehurst Pump Station) and culverts throughout the District as necessary.
2. Weedeated around the Pump Station 7 facility.
3. Transported old paint cans and e-waste to Recology Yuba Sutter for proper disposal.

Administrative

1. Monthly online county pesticide spray use report completed.
2. Received an approved VRF (Verification Request Form) from Fish and Wildlife to proceed with jurisdictional lateral maintenance.
3. Completed the last sessions of the Yuba County Supervisory Development Class Series.
4. Updated SDS (Safety Data Sheets) and MSDS (Material Safety Data Sheets) binder.
5. Provided bi-weekly work schedules to the field crew and GM.

21. Administrative Assistant's Report:

Administrative Assistant Monthly Report June 5, 2018

Accounting:

1. Budget Update
2. Reconciliations
3. Made Amendment to Reserve Account Policy
4. SCI Assessment Payments – Yuba County Airport, Paul Lethridge

Clerical/Office:

1. Plan Checks
 - a. Sandra Ortiz – Still Pending
 - b. Mohinder Takhar - Paid
 - c. Theresa Warner – Paid
2. Payroll Packet Tracking
3. FY Master Builder Closeout FY 2016-2017 with Sage (Andrea)

Contract Management:

1. Gregory Livestock – Payments withholding Retention
2. Washington Ridge/Cal Fire
3. CDF/ Chico Division
4. FSRP Contract
5. Brookman Protection – Security
6. Ray Morgan Lease Expiring – Researching Options

Regulatory Compliance:

1. GSRMA RMAP Rebate

Projects:

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

Contacts:

Terri Daly @ YCWA, Daniel @ Paychex, Naomi Whatley @ GSRMA, Paul Brunner @ TRLIA, Jesse Barton @ Gallery & Barton, Steve Gregory @ Gregory Livestock, Jake Hannan @ Cal Fire, Paige @ LAFCO, Angela Yanez @ YC Planning Dept., Valerie Flores @ SCI, John Mallen @ MHM, Leon Ellis @ CalTronics, Zach @ Ray Morgan, Hugh @ The Phone Smith, and

22. General Manager's Report:

**General Manager Report
June 5, 2018**

Administration:

1. Central Valley Flood Protection Board OMRR&R Committee
2. Impact Fee Program: rate structure modifications.
3. Central Valley Flood Control Association Legislative Committee.
4. Personnel Issues.

Contract Management:

1. Security company reviews
2. Deferred Maintenance Program (Horseshoe pipe replacement) project grant agreement submitted.
3. YCWA Grant Applications

Regulatory Compliance:

1. Impact Fee Program Annual Inflation ordered.
2. F&W Routine Maintenance Agreement Verification Request Form Submitted

Projects:

1. Deferred Maintenance Program-Pipe replacement pending
2. LAFCO: Certificate of Completion issued.
3. Joint RD784/ TRLIA 218 Assessment Process continuing.
4. YCWA Grant Projects submitted. LAFCO grant overage was submitted.
5. FEMA Billing process pending:

6. Central Valley Flood Protection Board OMRR&R Committee.
7. FSRP Gravel Project
8. Relief Well Contract Bids.
9. Pump Station 2 Flap Gate Repair:
10. Displaced Worker Program.
 - a. Excavator used and returned.
 - b. Skid-steer on site.
11. Levy Assessment processes.

23. Meeting Adjourned:

Meeting was adjourned at 11:10am.

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