RECLAMATION DISTRICT 799

(Hotchkiss Tract)

PO Box 353/6325 Bethel Island Rd., Bethel Island, CA 94511

www.RD799.com

Special Board Meeting

**Thursday, October 12, 2023**

**Special Board Meeting at 6:00 PM**

Meeting Minutes

\*denotes supporting documentation available electronically and at the Reclamation District 799 office.

1. **Call to Order/Roll Call:** The meeting was called to order at 6:01 pm. Present at the meeting were President Price, Trustees Pierce and Senior. Trustee Hanson was absent and there is one board vacancy.

Others present at the meeting included District Manager Alvarez, Levee Superintendent Vornhagen, and District Secretary Holder.

1. **Appointment of Board President and Vice President:**

**Trustee Senior was nominated and appointed President and Trustee Price was appointed Vice President. Trustee Pierce was appointed Permit Consultant. (Ayes: Price, Pierce, Senior; Absent: Hanson; one vacancy).**

1. **Public Comments**: None
2. **Consent Calendar**: All numbered consent calendar items listed will be acted upon under one vote unless specifically removed from the consent calendar by a member of the Board.
   1. Meeting Minutes from the Regular Meeting on August 31, 2023, 6:00pm\*
   2. Meeting Minutes from the Special Meeting on September 11, 2023, 6:00pm\*
   3. Meeting Minutes from the Regular Meeting on September 28, 2023, 6;00pm\*
   4. Warrant(s)\*
   5. Financial Report(s)\*

**A motion was made by Trustee Price and seconded by Trustee Pierce to approve items a – e on the consent calendar. The vote showed three trustees in favor (Trustee Hanson was absent and one vacancy). Motion carried.**

1. **Discussion/Action Items:**
   1. Update report on board trustee vacancy and procedure to fill said vacancy.

The District had two trustee seats up for re-election in November 2023: Trustee Kent and Trustee Senior. Notice of the election was advertised as required. Both incumbents filled out the necessary paperwork to continue to be board trustees. There were no other interested candidates, which resulted in the District not having to have an election in November. Several days later, Trustee Kent resigned due to personal reasons. The District is now left with an open vacancy. The District is advertising the vacancy and accepting letters of interest. At the November 16th, 2023, board meeting, the current board will interview the interested candidates and discuss a recommendation for appointment to the Contra Costa County Board of Supervisors. Once the Board of Supervisors makes the appointment, the new trustee will be sworn in and begin his/her term.

* 1. Update/report on Summer Lake North development by District Manager/District Engineer/District Legal Counsel

**Summerlake North-(DeNova)**

Pump Station 3 construction is moving along nicely. The sheet pile issue on the levee has been taken care of and approved by the engineers. The temporary bypass culvert pipe should be completed by this Friday or Saturday. As the project continues, weather and supply may be a deterrent.

The land swap is officially completed, which includes 20 acres added to our current maintenance yard, and material. DeNova Homes now owns the temporary levee facility and the ground beneath it.

FEMA responded to DeNova Homes initial submittal of the temporary levees a month earlier than DeNova expected, which could possibly suggest that final approval will be earlier. Underground utilities are on schedule.

**Contra Costa County Water District-(CCWD)**

The dewatering is anticipated to be completed by the end of October.

* 1. Discussion and consideration of purchase of new CAT Skid Steer Tractor/Mower to allow District to perform the Operation and Maintenance Responsibilities identified in the recently executed Improvement and Maintenance Agreement with DeNova Homes for the Summer Lake North Project\*

**A motion was made by Trustee Price and seconded by Trustee Pierce to authorize the purchase of a new CAT Skid Steer Tractor/Mower to perform the operation and maintenance responsibilities identified in the recently executed Improvement and Maintenance Agreement with DeNova Homes for the Summer Lake Project North. The vote showed three trustees in favor (Trustee Hanson was absent and one vacancy). Motion carried.**

* 1. Discussion and consideration of scheduling the November 2023, December 2023, and January 2024 board meeting dates\*

**A motion was made by Trustee Pierce and seconded by Trustee Price to follow staff recommendations stated for scheduling the November and December 2023 and January 2024 board meeting dates. The vote showed three trustees in favor (Trustee Hanson was absent and one vacancy). Motion carried.**

1. **Permits** – Discuss & Possible Action on all New and Pending Permits:
   1. Report of approved permits for routine encroachments\*
   2. Update on Potential Enforcement Actions - none
2. **Engineer’s Report**\*
3. **Information Items**:

Required Board Trustee Training\*

1. **Field Reports**:
   1. District Manager Alvarez\*
   2. Levee Superintendent Vornhagen\*

1. **Office Manager’s Report\***
2. **Chairman’s Report**: None
3. **Trustee Reports**: None
4. **Adjournment**: The meeting adjourned at 6:55 pm.

Meeting minutes submitted by District Secretary Holder.

Notice Is Hereby Given:

That the Board of Trustees will consider oral and written public comments. The Chair may announce time limits and direct the focus of public comments for any given proposal. For agenda items not requiring a formal motion, the Chair will announce the opening and closing of the public comment’s session. If you wish to speak, please stand and state your name and address. Please speak clearly and loud enough for everyone to hear. “This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the Americans with Disabilities Act of 1990 (42 U.S.C. 12132) and the Ralph M. Brown Act (California Government Code 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the District Secretary Dina Holder at (925) 684-2398, during regular business hours, 10:00 am - 2:00 pm Monday - Friday, at least 24 hours prior to the time of the meeting.” Materials related to an item on this Agenda submitted to the Trustees after distribution of the agenda packet are available for public inspection in the District office located at 6325 Bethel Island Rd. Bethel Island, CA 94511