RECLAMATION DISTRICT 799

(Hotchkiss Tract)

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

www.RD799.com

Regular Board Meeting

**Thursday, March 28, 2024**

**Regular 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 6:00 pm. Present for the meeting were: President Senior and Trustees: Price, Pierce, Mazotti, and Lipary.

Others present for the meeting include District Manager Alvarez, Levee Superintendent Vornhagen and District Secretary Holder.

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 February 29, 2024, 6:00pm
   2. Warrant(s)\*
   3. Financial Report(s)\*

**A motion was made by Trustee Price and seconded by Trustee Lipary to approve items a - c on the consent calendar. The vote showed five trustees in favor. Motion carried.**

1. **Discussion/Action Items:**
   1. Discussion and consideration of motion designating Office Manager Julie Hugel as the Primary Administrator for the QuickBooks Desktop and Online Account.

**A motion was made by Trustee Price and seconded by Trustee Pierce to designate Office Manager Julie Hugel as the Primary Administrator for the QuickBooks Desktop and Online Account. The vote showed five trustees in favor. Motion carried.**

* 1. Discussion and consideration of motion designating District Secretary Dina Holder as the Primary Administrator/Billing Contact for the AT&T account and all other District vendor accounts.

**A motion was made by Trustee Pierce and seconded by Trustee Price to designate District Secretary Dina Holder as the Primary Administrator/Billing contact for the AT&T account and all other District vendor accounts. The vote showed five trustees in favor. Motion carried.**

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

**Summer Lake North SLN)**

Construction crews are working on the utility work and the pump station wall was put in and an inspection was performed.

On March 12, 2024, the Mayor of the City of Oakley received the certification from FEMA for the new SLN levee system. The next step is to take down the temporary levee. DeNova will be removing the asphalt surface on the top of the levee and poking holes for the utility work to be put in. The East and West ends of the temporary levee connect to the RD 799 owned levee. Our engineering team will be there during the tear down of the temporary levee. They will be repairing any washouts prior to the tear down by the maintenance yard.

A tentative meeting for April 18, 2024, has been set between RD 799 and DeNova staff. This meeting will be a walk of the levee for both parties to inspect the current work that has been done.

Title work transfer of the new levee has begun. The whole process should take about 3 - 4 weeks.

* 1. Discussion and consideration of authorizing the District Manager and the Office Manager to work with the District Engineer to finalize and submit the FY 2024 - 2025 Subventions Application\*

**A motion was made by Trustee Price and seconded by Trustee Mazotti to authorize the District Manager and the Office Manager to work with the District Engineer to finalize and submit the FY 2024 - 2025 Subventions Application. The vote showed five trustees in favor. Motion carried.**

* 1. Discussion and consideration of adoption of Resolution 2024-5 “Making a Determination Under the California Environmental Quality Act (CEQA) for Participation in the 2024-2025 Delta Levee Maintenance Subventions Program” \*
     1. Approve Resolution # 2024-5\*
     2. Approve Notice of Exemption\*

**A motion was made by Trustee Price and seconded by Trustee Lipary to adopt “Resolution # 2024-5 - “Making a Determination Under the California Environmental Quality Act (CEQA) for Participation in the 2024 - 2025 Delta Levee Maintenance Subvention Program”. The vote showed five trustees in favor. Motion carried.**

* 1. Continued discussion regarding the creation of a Board Policy Handbook, including possible creation of Board Policy Handbook Ad-hoc Committee.

President Senior stated, after looking at all the sample Board Policy handbooks, he thought that the Jurupa Community Services District handbook displayed many policies that could align with our District’s goals. President Senior asked that each board member please make notes as they read through the handbooks so that, as they start having ad hoc meetings, they will be prepared and ready to report at the monthly RD 799 board meetings.

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. **Board President’s Report**: None
3. **Trustee Reports**: None
4. **Adjournment**: The meeting adjourned at 6:34 pm.

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