

**RECLAMATION DISTRICT NO. 828
AGENDA FOR MEETING OF
BOARD OF TRUSTEES
8:30 A.M. APRIL 15, 2021**

Coronavirus COVID-19 Notice

In accordance with the Governor's Executive Order N-33-20, and for the period in which the Order remains in effect, Reclamation District 828 Board Chambers will be closed to the public.

To accommodate the public 828 this period of time that the Board's Chambers are closed to the public, Reclamation District 828 Board of Trustees has arranged for members of the public to observe and comment at the meeting telephonically.

TO ATTEND BY TELECONFERENCE:

Toll-Free Dial-In Number: (877) 778-1806

CONFERENCE ID 891949

Once connected, we request you kindly mute your phone

AGENDA

1. Call to Order/Roll Call.
2. Public comment: Under Government Code section 54954.3, members of the public may address the Board on any issue in the District's jurisdiction. The public may address any item on the agenda at the time it is taken up.
3. Consider for approval minutes of the District's January 21, 2021, meeting.
4. Financial Report.
 - a. Adopt 2021-2022 Budget
5. Engineers' Report; request for direction.
6. Discussion and Possible Action Levee Repairs at Interstate 5
7. Correspondence and meeting attendance reports.
8. Meetings Attended.
 - a. April 14, 2021, Delta Conveyance Report
9. District Calendar
10. Approval of bills to be paid.
11. Adjournment.

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 Daniel J. Schroeder at 209/948-8200 during regular business hours, at least twenty-four 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 office of the District Secretary at Neumiller & Beardslee, 3121 West March Lane, Suite 100, Stockton, California during normal business hours.

**AGENDA PACKET
RECLAMATION DISTRICT 828
April 15, 2021**

<u>ITEM</u>	<u>COMMENTARY</u>
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- | | |
|-----|---|
| 1. | Self-explanatory. |
| 2. | Self-explanatory. |
| 3. | Please see attached. |
| 4. | Please see attached.
a. Please see attached. |
| 5. | Please see attached. |
| 6. | Self-explanatory. |
| 7. | Self-explanatory. |
| 8. | Self-explanatory. |
| 9. | Please see attached. |
| 10. | Please see attached. |
| 11. | Self-explanatory. |

ITEM 3

**Minutes of Meeting of
Reclamation District 828
Held on January 21, 2021**

The meeting of the Board of Trustees of Reclamation District 828 was held via teleconference and called to order at 8:36 a.m. on January 21, 2021.

Item No. 1: Call to Order. The meeting was called to order at 8:36 a.m. Present via teleconference were President Bill Mendelson, Trustee Deby Provost, and Trustee Paul Marsh. Also present was Andy Pinasco, filling in for Daniel J. Schroeder, District Secretary, Chris Neudeck, District Engineer, and members of the public, Mr. Chris Elias, SJAFCA, and Dominick Gulli.

Item No. 2: Public Comment. Mr. Gulli commented on the minutes, the problems under Highway 5, and the Smith Canal. Mr. Elias reported that SJAFCA's Smith Canal Project had finished its first work period for the water work.

Item No. 3: Approval of Minutes. Mr. Pinasco reviewed the draft minutes of the October 15, 2020, meeting with the Trustees. The minutes of the October 15, 2020, meeting, as amended to capitalize "Provost" in item 4, and to change "of" to "if" in Item 7, were approved unanimously by the Trustees present on a motion by Trustee Provost, seconded by Trustee Marsh.

Item No. 4: Financial Report. Mr. Pinasco reviewed the written financial report provided to the Trustees at the meeting. The financial report was accepted unanimously by the Trustees present on a motion by Trustee Marsh, seconded by Trustee Provost.

(a) Delegate Authority to Approve Insurance Policy for 2021/2022 Insurance Year. Mr. Pinasco reported that the insurance policy would become due before the next meeting and recommending either a special meeting in a few weeks or for the Trustees to delegate that decision to the President to avoid the necessity of a special meeting. The President was delegated authority to approve a new insurance policy by a vote of 2-0, with Trustee Provost abstaining, on a motion by President Mendelson, seconded by Trustee Marsh.

(b) Approve Representation Letter from Schwartz, Giannini, Lantsberger & Adamson in connection with the audit of the District's financial statements. Mr. Pinasco reviewed the item with the Trustees. The Trustees approved the representation letter from Schwartz, Giannini, Lantsberger & Adamson in connection with the audit of the District's financial statements and authorized the Trustee President to sign unanimously by the Trustees present on a motion by Trustee Provost, seconded by Trustee Marsh.

(c) Accept Draft Auditor's Financial Report for fiscal year ending June 30, 2020. Mr. Pinasco reviewed the report with the Trustees. The financial report was accepted unanimously by the Trustees present on a motion by Trustee Provost, seconded by Trustee Marsh.

Item No. 5: Engineers' Report; request for direction. Mr. Neudeck provided a written and oral report to the Trustees. He reported on the levee subventions program and conditions of the District's levee. Trustee Provost requested that Mr. Neudeck seek cooperation from the City for the proposed work to the Buena Vista pumping station. Mr. Neudeck indicated he would, stating that the currently the City operates on a fix or fail basis. Mr. Neudeck indicated that the District's temporary employee program has not been established. Mr. Pinasco responded that the holdup is due to delays from the IRS in assigning the District an Employer Identification Number, which is required to open bank accounts and employ personnel. Staff will follow up with the IRS on the status of the District's request.

Item No. 6: Correspondence and meeting attendance reports. President Mendelson provided a report that he had signed permits with the County.

Item No. 7: Calendar. Mr. Pinasco reviewed the upcoming calendar events with the Trustees.

Item No. 8: Approval of Bills. Mr. Pinasco reported on the outstanding bills that had been received and the status of the District's accounts. The Trustees unanimously approved payment of the attached bills with the amendment to add \$50 as Trustee compensation for President Mendelson, on a motion by President Mendelson, seconded by Trustee Marsh.

Item No. 9: Adjournment. The meeting was unanimously adjourned at 9:22 a.m.

Respectfully submitted,

Daniel J. Schroeder, District Secretary

RD 828 BILLS TO BE PAID
January 21, 2021

NAME	INVOICE DATE	INVOICE #	AMOUNT	TOTAL \$	RATIFY	WARRANT #
Reclamation District 828 (For deposit in bank account.)	11/13/2020		\$30,000.00			
				\$30,000.00	X	1381
Reclamation District 1608 (District's share of yearly storage fee)	9/18/2020	186-20/21	\$220.00			
				\$220.00		1382
Kjedlsen, Sinnock & Neudeck, Inc.	11/10/2020	28954	\$180.00			
	11/10/2020	28955	\$381.25			
	11/10/2020	28956	\$2,057.50			
	11/10/2020	28957	\$1,596.25			
	12/18/2020	29189	\$953.25			
	12/18/2020	29190	\$748.75			
	12/18/2020	29191	\$981.83			
	1/15/2021	29370	\$390.00			
	1/15/2021	29371	\$637.50			
	1/15/2021	29372	\$516.50			
				\$8,442.83		1383
Neumiller & Beardslee	10/16/2020	312287	\$545.65			
	11/16/2020	312937	\$3,522.88			
	12/17/2020	313752	\$1,636.05			
	1/11/2021	314201	\$368.00			
				\$6,072.58		1384
Trustee Stipend - 01/21/2021 Regular Board Meeting	Deby Provost		\$50.00	\$50.00		1385
Trustee Stipend - 01/21/2021 Regular Board Meeting	Bill Mendelson		\$50.00	\$50.00		1386
Trustee Stipend - 01/21/2021 Regular Board Meeting	Paul Marsh		\$50.00	\$50.00		1387

TOTAL: **\$44,885.41**

NOTES:

Fund Balance as of December 31, 2020	\$537,857.12
Less Submitted Bills for Payment:	\$44,885.41
Less Ratified Payments	<u>-\$30,000.00</u>
Total:	\$522,971.71

RD 828 BILLS TO BE PAID
October 15, 2020

NAME	INVOICE DATE	INVOICE #	AMOUNT	TOTAL \$	RATIFY	WARRANT #
Custom Spraying, Inc.	9/8/2020	11-2106	\$1,300.00			
				\$1,300.00		1375
Kjedlsen, Sinnock & Neudeck, Inc.	7/14/2020	28159	\$63.75			
	7/14/2020	28160	\$581.25			
	7/14/2020	28161	\$3,698.75			
	7/14/2020	28162	\$402.25			
	8/12/2020	28358	\$394.60			
	8/12/2020	28359	\$1,007.50			
	8/12/2020	28360	\$483.67			
	8/12/2020	28361	\$4,733.75			
	8/12/2020	28362	\$316.00			
	9/11/2020	28578	\$828.15			
	9/11/2020	28579	\$141.25			
	9/11/2020	28580	\$2,810.00			
	10/12/2020	28759	\$251.25			
	10/12/2020	28760	\$2,835.00			
				\$18,547.17		1376
Neumiller & Beardslee	7/16/2020	309717	\$996.35			
	8/10/2020	310507	\$1,632.50			
	9/17/2020	311578	\$193.00			
				\$2,821.85		1377
Trustee Stipend - 10/15/2020 Regular Board Meeting	Deby Provost		\$50.00	\$50.00		1378
Trustee Stipend - 10/15/2020 Regular Board Meeting	Bill Mendelson		\$50.00	\$50.00		1379
Trustee Stipend - 10/15/2020 Regular Board Meeting	Paul Marsh		\$50.00	\$50.00		1380

TOTAL: **\$22,819.02**

NOTES:

Fund Balance as of September 30, 2020	\$552,482.91
Less Submitted Bills for Payment:	\$22,819.02
Total:	<u>\$529,663.89</u>

ITEM 4

RECLAMATION DISTRICT NO. 828
 APRIL 2021 FINANCIAL REPORT
 75% FISCAL YEAR 2020-2021

		BUDGET FY 2020-2021	Expended PTD	Expended YTD	% YTD
<u>EXPENSES</u>					
GENERAL FUND					
Administrative					
G1	Annual Audit	\$3,200.00	\$3,300.00	\$3,300.00	103%
G2	Public Communication and Noticing	200.00	\$0.00	\$0.00	0%
G3	Election Expense	0.00	\$0.00	\$0.00	0%
G4	Trustee Fees	600.00	\$200.00	\$500.00	83%
G5	County Assessment Administration	650.00	\$0.00	\$502.32	77%
	SUBTOTAL	\$4,650.00	\$3,500.00	\$4,302.32	93%
Consultants					
G14	Engineering				
G14A	General Engineering	\$7,500.00	\$322.50	\$1,585.77	21%
G14C	Levee Subventions	\$7,500.00	\$1,305.00	\$5,446.40	0%
G14D	Levee Maintenance (Engineering)	\$7,500.00	\$1,951.25	\$6,015.33	80.2%
G14E	DWR 5 Year Plan	\$35,000.00	\$585.00	\$18,106.25	51.7%
G15	General Legal	25,000.00	\$1,338.84	\$10,453.27	42%
	SUBTOTAL	\$82,500.00	\$5,502.59	\$41,607.02	50%
Other					
G18	Insurance	\$4,300.00	\$100.00	\$100.00	2%
G19	Reserve Contingency	0.00	\$0.00	\$0.00	0%
G20	Emergency Equipment & Supplies	22,000.00	\$0.00	\$0.00	0%
	SUBTOTAL	\$26,300.00	\$100.00	\$100.00	0%
	TOTAL GENERAL FUND	\$113,450.00	\$9,102.59	\$46,009.34	41%
RECURRING EXPENSES					
R1	Levee				
R1A	General Maintenance	\$10,000.00	\$0.00	\$0.00	0%
R1B	Riprap and Levee Repair	25,000.00	\$0.00	\$0.00	0%
R1C	Weed Control	25,000.00	\$0.00	\$1,300.00	5%
R1D	Animal Damage Control	0.00	\$0.00	\$0.00	0%
	SUBTOTAL	\$60,000.00	\$0.00	\$1,300.00	2%
	TOTAL RECURRING EXPENSES	\$60,000.00	\$0.00	\$1,300.00	2%
	TOTAL EXPENSES	\$173,450.00	\$9,102.59	\$47,309.34	27%

<u>INCOME</u>		BUDGET FY 2020-2021	Income PTD	Income YTD	% YTD
	Assessment - Existing	\$48,641.60	\$0.00	\$28,212.07	58%
	Interest	4,000.00	\$0.00	\$3,784.00	95%
	Property Tax	\$0.00	\$0.00	\$0.00	0%
	DWR 5 Year Plan Reimbursement	\$35,000.00	\$0.00	\$12,669.75	36%
	Subvention Reimbursement	\$33,500.00	\$0.00	\$0.00	0%
	Delta Grant II - Flood Fight Supplies	\$14,500.00	\$0.00	\$0.00	0%
	TOTAL, GROSS INCOME	\$135,641.60	\$0.00	\$44,665.82	33%
	NET INCOME (LOSS)	(\$37,808.40)	(\$9,102.59)	(\$2,643.52)	

Fund Balance

Fund Balance as of July 1, 2020	\$	551,519.64
Temporary Employee Fund	\$	30,000.00
Revenues (YTD), as of April 2021	\$	44,665.82
Expenses (YTD), as of April 2021	\$	47,309.34
Total Cash as of January, 2021	\$	574,714.12

ITEM 4.a

RD 828
DRAFT 2021-2022 BUDGET

<u>EXPENSES</u>		2020-2021 Budget	PROPOSED 2021-2022
GENERAL FUND			
	Administrative		
G1	Annual Audit	\$3,200.00	\$3,200.00
G2	Public Communication and Noticing	200.00	200.00
G3	Election Expense	0.00	25,000.00
G4	Trustee Fees	600.00	600.00
G5	County Assessment Administration	650.00	650.00
	SUBTOTAL	\$4,650.00	\$29,650.00
	Consultants		
G6	Engineering		
G7	General Engineering	7,500.00	7,500.00
G8	Levee Subventions Management	7,500.00	7,500.00
G9	Levee Maintenance (Engineering)	7,500.00	7,500.00
G10	DWR 5 Year Plan	35,000.00	15,000.00
G11	General Legal	25,000.00	25,000.00
	SUBTOTAL	\$82,500.00	\$62,500.00
	Other		
G12	Insurance	\$4,300.00	\$5,000.00
G13	Emergency Equipment & Supplies	22,000.00	
	SUBTOTAL	\$26,300.00	\$5,000.00
	TOTAL GENERAL FUND	\$113,450.00	\$97,150.00
RECURRING EXPENSES			
R1	Levee		
R1A	General Maintenance	\$10,000.00	\$10,000.00
R1B	Riprap and Levee Repair	25,000.00	25,000.00
R1C	Weed Control	25,000.00	25,000.00
R1D	Animal Damage Control	0.00	0.00
	SUBTOTAL	\$60,000.00	\$60,000.00
	TOTAL RECURRING EXPENSES	\$60,000.00	\$60,000.00
	TOTAL EXPENSES	\$173,450.00	\$157,150.00
	<u>INCOME</u>		
	Assessment - Existing	\$48,641.60	\$48,641.60
	Interest	4,000.00	4,000.00
	DWR 5 Year Plan Reimbursement	35,000.00	15,000.00
	Subvention Reimbursement	33,500.00	5,000.00
	Delta Grant II - Flood Fight Supplies	14,500.00	0.00
	TOTAL, GROSS INCOME	\$135,641.60	\$72,641.60
	NET INCOME (LOSS)	(\$37,808.40)	(\$84,508.40)

ITEM 5

RECLAMATION DISTRICT NO. 828
WEBER TRACT
BOARD OF TRUSTEES MEETING
THURSDAY, APRIL 15, 2021
9:00 AM
ENGINEER'S REPORT

I. AB 360 LEVEE SUBVENTIONS PROGRAM

- a. Review status of repairing the levee waterside slope at the Buena Vista Pump station with District forces at a not to exceed amount of \$45,000. District counsel is working with Dino & Son to set up payroll for District forces.
- b. The remaining \$15,000 left in the District's levee budget will be used for vegetation management.

ITEM 9

RD 828: MASTER CALENDAR

JANUARY

- Board Meeting – 3rd Thursday at 8:30 a.m.
- Adopt Subventions Agreement Resolution
- Election of Officers (After an election)
- Obtain Insurance to be Approved. Insurance year is April to March

FEBRUARY

- Send out Form 700s, remind Trustees of April 1 filing date
- Update Document Retention Policy

MARCH

APRIL

- April 1: Form 700s due
- Board Meeting – 3rd Thursday at 8:30 a.m.
- Renew District Insurance

MAY

JUNE

JULY

- Board Meeting – 3rd Thursday at 8:30 a.m.
- Approve Audit Contract for expiring fiscal year
- Adopted Annual Budget
- Adopt Resolution for setting Assessments and submit to County Assessor's Office
- Adopt Notice of Exemptions Resolution

AUGUST

- August 1: Deadline to certify assessments for tax-roll and deliver to County (duration of current assessment: Indefinite).
- August 1: Insurance renewal
- Send handbills for collection of assessments for public entity-owned properties
- In election years, opening of period for secretary to receive petitions for nomination of Trustees (75 days from date of election.) (*Cal. Wat. Code §50731.5*)

SEPTEMBER

- In election years, last legal deadline to post notice that petitions for nomination of Trustees may be received (7 days prior to close of closure.) (*Cal. Wat. Code §50731.5*).

- In election years, closing of acceptance of petitions for nomination of Trustees (54 days from date of election.) (*Cal. Wat. Code §50731.5*).

OCTOBER

- Publish Notice of Election, odd numbered years (once per week, 4 times, commencing at least 1 month prior to election).
- Board Meeting – 3rd Thursday at 8:30 a.m.

NOVEMBER

- Election.

DECEMBER

- New Trustee(s) take office, outgoing Trustee(s) term(s) end on first Friday of each odd-numbered year.

Term of Current Board Members:

Name	Term Commenced	Term Ends
Bill Mendelson	First Friday 12/2017	First Friday of 12/2021
Debbie Provost	First Friday 12/2019	First Friday of 12/2023
Paul Marsh	First Friday 12/2019	First Friday of 12/2023

No Expiration on Assessment

Refund of Smith Canal Closure Election Contribution – when there is adequate surplus funding available, the disbursement of which will not generate Project delays.

ITEM 10

RD 828 BILLS TO BE PAID
April 15, 2021

NAME	INVOICE DATE	INVOICE #	AMOUNT	TOTAL \$	RATIFY	WARRANT #
California Association of Mutual Water Companies	1/25/2021	1479	\$100.00			
				\$100.00		
Schwartz Giannini & Adamson	1/31/2021	56837	\$3,300.00			
				\$3,300.00		
Kjedlsen, Sinnock & Neudeck, Inc.	2/8/2021	29594	\$277.50			
	2/8/2021	29595	\$483.75			
	2/8/2021	29596	\$48.75			
	2/8/2021	29597	\$202.50			
	3/5/2021	29818	\$45.00			
	3/5/2021	29819	\$821.25			
	3/5/2021	29820	\$536.25			
	3/5/2021	29821	\$1,748.75			
				\$4,163.75		
Neumiller & Beardslee	2/17/2021	315062	\$1,082.20			
	3/16/2021	315737	\$256.64			
				\$1,338.84		
Trustee Stipend - 04/15/2021 Regular Board Meeting	Deby Provost		\$50.00			
D Provost Attendance at 4/14/21 DWR Delta Conv. Proj.	Beby Provost		\$50.00	\$100.00		
Trustee Stipend - 04/15/2021 Regular Board Meeting	Bill Mendelson		\$50.00	\$50.00		
Trustee Stipend - 04/15/2021 Regular Board Meeting	Paul Marsh		\$50.00	\$50.00		

TOTAL: **\$9,102.59**

NOTES:

Fund Balance as of February 28, 2021	\$523,816.71
Less Submitted Bills for Payment:	\$9,102.59
Less Ratified Payments	<u>-\$30,000.00</u>
Total:	<u>\$544,714.12</u>

RD 828 BILLS TO BE PAID
January 21, 2021

NAME	INVOICE DATE	INVOICE #	AMOUNT	TOTAL \$	RATIFY	WARRANT #
Reclamation District 828	11/13/2020		\$30,000.00			
(For deposit in bank account.)				\$30,000.00	X	1381
Reclamation District 1608	9/18/2020	186-20/21	\$220.00			
(District's share of yearly storage fee)				\$220.00		1382
Kjedlsen, Sinnock & Neudeck, Inc.	11/10/2020	28954	\$180.00			
	11/10/2020	28955	\$381.25			
	11/10/2020	28956	\$2,057.50			
	11/10/2020	28957	\$1,596.25			
	12/18/2020	29189	\$953.25			
	12/18/2020	29190	\$748.75			
	12/18/2020	29191	\$981.83			
	1/15/2021	29370	\$390.00			
	1/15/2021	29371	\$637.50			
	1/15/2021	29372	\$516.50			
				\$8,442.83		1383
Neumiller & Beardslee	10/16/2020	312287	\$545.65			
	11/16/2020	312937	\$3,522.88			
	12/17/2020	313752	\$1,636.05			
	1/11/2021	314201	\$368.00			
				\$6,072.58		1384
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