

**RECLAMATION DISTRICT NO. 773
REGULAR MEETING AGENDA FOR
BOARD OF TRUSTEES
9:00 A.M. December 1, 2020**

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 773 Board Chambers will be closed to the public.

To accommodate the public during this period of time that the Board's Chambers are closed to the public, Reclamation District 773 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) 252-8822

CONFERENCE ID 507599

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 August 10, 2020, Board meeting.
4. District Financial Report.
5. Engineers' Report; request for direction.
 - a. Delta Levee Subventions Project
 - b. Summary of required maintenance activities
6. Adopt Resolution 2020-03 Approving and Authorizing Execution of Delta Levee Maintenance Subventions Program Work Agreements for Fiscal Year 2020-2021
7. Correspondence and meeting attendance reports.
8. District Calendar.
9. Approval of bills to be paid.
10. 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 773
December 1, 2020**

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

ITEM 3

**Minutes of Meeting of
Reclamation District 773
Held on August 10, 2020**

The regular meeting of the Board of Trustees of Reclamation District 773 was held at 1:30 p.m. on August 10, 2020 via teleconference.

Item No. 1: The meeting was called to order at 1:30 p.m. Present in person was President Joseph Bacchetti, and present via teleconference were Trustee Mark Bacchetti, and Trustee Joe Enos. Also present were Andy Pinasco, filling in as District Secretary, and Chris Neudeck, District Engineer.

Item No. 2: Public Comment. There was no public comment.

Item No. 3: Minutes. The minutes of the June 2, 2020, meeting were approved unanimously by the Trustees present on a motion by Trustee Mark Bacchetti, seconded by President Joseph Bacchetti.

Item No. 4: Mr. Pinasco provided a written financial report and reviewed it with the Trustees. The financial report was accepted by unanimous vote of the Trustees present on a motion by Trustee Mark Bacchetti, seconded by Trustee Joe Enos.

Item No. 4.a: Mr. Pinasco proposed a 2020-2021 Budget and reviewed it with the Trustees. The 2020-2021 Budget was accepted by unanimous vote of the Trustees present on a motion by Trustee Mark Bacchetti, seconded by Trustee Joe Enos..

Item No. 4.b: Mr. Pinasco next reviewed the Workers' Compensation Insurance Renewal for the 2020-2021 Insurance Year. The Renewal was accepted by unanimous vote of the Trustees present on a motion by Trustee Mark Bacchetti, seconded by Trustee Joe Enos.

Item No. 5: Engineers' Report; request for direction. Mr. Neudeck presented a written and oral report. He reviewed the levee areas in the District that need maintenance and provided a summary of the anticipated costs associated with such. He next reported on the anticipated maintenance work on the levee roads to address the damage caused by vehicles parking on the levee crown.

Item No. 5.a: Mr. Neudeck discussed the need for temporary employees to perform levee maintenance related to rodent control. The Trustees approved the hiring of temporary employees and authorizing the District President execute temporary employee agreements by unanimous vote of the Trustees present on a motion by Trustee Mark Bacchetti, seconded by Trustee Joe Enos.

Item No. 6: There was no report on the correspondence in the agenda packet.

Item No. 7: Mr. Pinasco reviewed the District calendar with the Trustees pointing out that the next meeting was in October.

Item No. 10: Mr. Pinasco reported on the outstanding bills that had been received and the status of the District's accounts. On a motion by President Joseph Bacchetti, seconded by Trustee Mark Bacchetti, the Trustees present unanimously approved payment of the attached bills identified on the attached bills paid report.

Item No. 11: The meeting was adjourned at 2:42 p.m. by unanimous vote of the Trustees present on a motion by President Joseph Bacchetti, seconded by Trustee Mark Bacchetti.

Item No. 12: The meeting was adjourned at 10:15 a.m.

Respectfully submitted,

Daniel J. Schroeder, District Secretary

RECLAMATION DISTRICT 773
BILLS TO BE PAID
August 10, 2020

NAME	INVOICE DATE	INVOICE #	AMOUNT	TOTAL \$	WARRANT #	RATIFICATION
Kjeldsen, Sinnock & Neudeck, Inc.	7/14/2020	28077	\$1,211.25			
	7/14/2020	28078	\$1,446.25			
	7/14/2020	28079	\$4,180.00			
	7/14/2020	28080	\$421.50			
	7/14/2020	28081	\$922.00			
	7/14/2020	28082	\$729.00			
	7/14/2020	28083	\$1,165.99			
				\$10,075.99	1971	
Neumiller & Beardslee	6/17/2020	309391	\$1,032.50			
	7/16/2020	309723	\$1,398.60			
				\$2,431.10	1972	
BPM	6/15/2020	36226625	\$230.00			
				\$230.00	1973	
Dino & Son Ditching Service, Inc.	6/6/2020	20-52	\$3,090.00			
	6/30/2020	20-60	\$11,178.23			
				\$14,268.23	1974	
Reclamation District 773 (Transfer to Bank Account for Payroll)			\$20,000.00			1975
				\$20,000.00		
Kjeldsen, Sinnock & Neudeck, Inc.	7/31/2020	28298	\$616.25			
	7/31/2020	28299	\$1,183.75			
	7/31/2020	28300	\$202.50			
	7/31/2020	28301	\$89.25			
	7/31/2020				\$2,091.75	
North Valley Labor Compliance Service:	7/17/2020	4616	\$30.00			
				\$30.00		
Neumiller & Beardslee	8/10/2020	310514	\$962.55			
				\$962.55		
NOTES:			Total Bills to be Paid	\$50,089.62		
Fund Balance as of June 30, 2020		\$502,183.09				
Less Submitted Bills for Payment:		\$50,089.62				
Total:		\$452,093.47				
Bank of Stockton Balance as of 6/30/2020		\$16,613.84				
		\$468,707.31				

RECLAMATION DISTRICT 773
BILLS TO BE PAID
June 2, 2020

NAME	INVOICE DATE	INVOICE #	AMOUNT	TOTAL \$	WARRANT #	RATIFICATION
Custom Spraying Inc.	5/28/2020	62398	\$6,800.00			
				\$6,800.00	1969	
Kjeldsen, Sinnock & Neudeck, Inc.	5/29/2020	27903	\$390.00			
	5/29/2020	27904	\$2,412.50			
	5/29/2020	27905	\$2,626.23			
	5/29/2020	27906	\$71.25			
				\$5,499.98	1970	
NOTES:			Total Bills to be Paid	\$12,299.98		
Fund Balance as of April 30, 2020		\$374,703.46				
Less Bills to be Ratified		\$48,779.39				
Less Submitted Bills for Payment:		\$12,299.98				
Total:		\$313,624.09				
Bank of Stockton Balance as of April 30, 2020		\$16,613.84				
		\$330,237.93				

ITEM 4

RECLAMATION DISTRICT 773
 FINANCIAL REPORT NOVEMBER 2020 MEETING
 42% OF 2020/2021 FISCAL YEAR THROUGH NOVEMBER 2020

INCOME	Annual Budget	Amount	Received Period TD	Received YTD	% YTD
INTEREST	\$	3,400.00	\$ 1,002.00	\$ 2,263.00	66.56%
ASSESSMENTS (MAX. ALLOWANCE)	\$	195,300.00	\$ -	\$ -	0.00%
SUBVENTION REIMBURSEMENT	\$	210,000.00	\$ 1,490.00	\$ 1,490.00	0.71%
OES REIMBURSEMENT	\$	-	\$ -	\$ -	
DWR 5 YEAR PLAN REIMBURSEMENT	\$	35,000.00	\$ 12,519.00	\$ 12,519.00	
DELTA GRANT II - EMERGENCY SUPPLIES	\$	14,500.00	\$ -	\$ -	
Total Income	\$	458,200.00	\$ 15,011.00	\$ 16,272.00	3.55%
EXPENSES	Annual Budget	Amount	Expended Period TD	Expended YTD	% YTD
GENERAL					
G1 County Assessment Administration	\$	1,000.00	\$ -	\$ -	0.00%
G2 Miscellaneous Supplies	\$	300.00	\$ -	\$ 30.00	10.00%
G3 General Engineering	\$	25,000.00	\$ 6,853.59	\$ 10,127.34	40.51%
G4 Legal and Accounting	\$	25,000.00	\$ 6,624.40	\$ 10,248.05	40.99%
G5 Insurance	\$	10,000.00	\$ 212.15	\$ 212.15	2.12%
G6 Contingency	\$	4,000.00	\$ 2,703.00	\$ 2,703.00	67.58%
G7 Emergency Equipment & Supplies	\$	22,000.00	\$ -	\$ -	0.00%
Temporary Employee Account Funding	\$		\$ 20,000.00	\$ 40,000.00	
Total General Expenses	\$	87,300.00	\$ 36,393.14	\$ 63,320.54	72.53%
LEEVE WORK					
L1 Vegetation Control and Management	\$	75,000.00	\$ 45,583.44	\$ 45,583.44	60.78%
L2 Rodent Control	\$	50,000.00	\$ 35,583.44	\$ 38,673.44	77.35%
L3 Construct All-Weather Road Surfacing	\$	25,000.00	\$ -	\$ 11,178.23	0.00%
L4 Waterside Erosion Repair	\$	25,000.00	\$ -	\$ -	0.00%
L5 Back Slope Fill Flattening	\$	125,000.00	\$ -	\$ -	0.00%
L6 General Levee Maintenance	\$	25,000.00	\$ 18,534.22	\$ 22,064.46	88.26%
L7 DWR 5 Year Plan	\$	35,000.00	\$ 2,181.25	\$ 7,545.00	21.56%
Total Levee Work	\$	360,000.00	\$ 101,882.35	\$ 125,044.57	34.73%
Total Expenses	\$	447,300.00	\$ 138,275.49	\$ 188,365.11	42.11%
		ANNUAL BUDGET AMOUNT	PTD INCOME/LOSS	YTD	
NET INCOME (LOSS)		\$ 10,900.00	(\$123,264.49)	\$ (172,093.11)	

Fund Balance as of Beginning of Fiscal Year 2019-20	\$ 502,183.09
Revenues (YTD)	\$ 16,272.00
Expenses (YTD)	\$ 188,365.11
Total Cash in General Fund	\$ 330,089.98
Total Restricted Cash in 5 Year Plan Account	\$ 7,780.13
Total Available Cash	\$ 330,089.98

ITEM 5

RECLAMATION DISTRICT NO. 773
FABIAN TRACT
BOARD OF TRUSTEES MEETING
TUESDAY, DECEMBER 1, 2020
9:00 AM
ENGINEER'S REPORT

I. DELTA LEVEE SUBVENTIONS PROJECT

A. Review areas of needed maintenance. A summary of required maintenance activities are as follows and are budgeted per the below:

<u>LEVEE WORK</u>			
L1	Vegetation Control and Management	\$	95,000.00
L2	Rodent Control	\$	50,000.00
L3	Construct All-Weather Road Surfacing	\$	25,000.00
L4	Waterside Erosion Repair	\$	25,000.00
L5	Back Slope Fill Flattening	\$	125,000.00
L6	General Levee Maintenance	\$	0.00
L7	DWR 5 Year Plan	\$	50,000.00
	Totals	\$	370,000.00

Complete

1. Vegetation Control and Management

- a) Dino & Son has been contacted regarding vegetation control at the District. They have agreed to supply a crew to perform this work. Dino is in the process of getting his crew signed up on District payroll. They are slated to commence work the **first week of December**. The areas along Fabian Bell Canal between Station 230+00 to 730+00 will be the primary focus. All areas with trees will need to be addressed but the aforementioned area will be the bulk of the work.

2. Rodent Control

- a) Rodent burrow grouting has been completed for the year. Holt Repair supplied equipment rental and materials. Two employees from Holt Repair **completed this work** on District payroll.
- b) A total of \$50,000 was spent on this project. Roughly 60% of the District was addressed over the duration of this year's Rodent Control Project. KSN along with the assistance of the grouting crew has identified areas to address for the next Rodent Control Project.



6. General Levee Maintenance

- a) Levee station paddles are broken and/or missing that need replacing.
- b) KSN proposes to repair gates to be easier to open and close. ARES a General Engineering Contractor has been contacted regarding repair and replacement of several gates at various locations throughout the District. The first round of work slated to be performed **in early January 2021** is repair work on several gates such as hinge repair, lock protection, etc. Several gates are in need of a full replacement, these gates will be part of a second phase of gate maintenance.

7. The houses near the store on the Finck Road District entrance park their cars and other items on the levee crown road behind the buildings. This has rendered the levee crown road inaccessible at that location this needs to be addressed with a letter from the District Counsel that KSN can help prepare.

EXHIBIT A: District Base Map



NORTH ORIENTATION

KJELDEN SINNOCK NEUDECK
 inc. CIVIL ENGINEERS & LAND SURVEYORS
 www.ksninc.com
 711 N. Pershing Avenue
 Stockton, CA 95203
 209-946-0268
 1550 Harbor Blvd., Suite 212
 West Sacramento, CA 95691
 916-403-5900

RECLAMATION DISTRICT NO. 773
 FABIAN TRACT
 BASE MAP

DRAWING SCALE
 1"=1350'
 ORIGINAL DRAWING SCALE
 0 1/2 1'

EXHIBIT NO.
1
 PAGE NO.
1



 NORTH ORIENTATION	 KJELSDEN SINNOCK NEUDECK inc. <small>CIVIL ENGINEERS & LAND SURVEYORS</small> www.ksninc.com	711 N. Pershing Avenue Stockton, CA 95203 209-946-0268 1550 Harbor Blvd., Suite 212 West Sacramento, CA 95691 916-403-5900	RECLAMATION DISTRICT NO. 773 FABIAN TRACT		DRAWING SCALE 1"=1350' <hr/> ORIGINAL DRAWING SCALE 0 1/2" 1" 	EXHIBIT NO. 1 <hr/> PAGE NO. 1
			BASE MAP			

ITEM 6

**RECLAMATION DISTRICT 773
RESOLUTION 2020-03**

**RESOLUTION APPROVING AND AUTHORIZING EXECUTION
OF DELTA LEVEE MAINTENANCE SUBVENTIONS PROGRAM
WORK AGREEMENTS FOR FISCAL YEAR 2020-2021**

WHEREAS, the Board of Trustees (“Board”) of Reclamation District 773 (“District”) has reviewed, and desires to enter into, that certain Delta Levee Maintenance Subventions Program Work Agreements for Fiscal Year 2020-2021, (“Agreement”) between the District and the Reclamation Board of the State of California (“Reclamation Board”);

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The Agreement is approved, and the President of the Board is authorized and directed to execute the Agreement, and cause it to be presented to the Reclamation Board with a certified copy of this Resolution.

PASSED AND ADOPTED by the Board of Trustees of Reclamation District 773 at a meeting thereof held on October 6, 2020, by the following vote:

AYES: _____
NOES: _____
ABSENT: _____
ABSTENTION: _____

President, Board of Trustees

ATTEST:

Secretary, Board of Trustees

CERTIFICATION

I DANIEL J. SCHROEDER, Secretary of Reclamation District 773, do hereby certify that the foregoing is a full, true and correct copy of a resolution of Reclamation District 773, duly passed and adopted at a meeting of the Board of Trustees thereof held on the 6th day of October, 2020.

Dated: _____, 20__

DANIEL J. SCHROEDER, Secretary
Reclamation District 773

ITEM 8

RD 773: MASTER CALENDAR

JANUARY

FEBRUARY

- Send out Form 700s, remind Trustees of April 1 filing date
- Board Meeting
- Insurance renewal. Policy renews April.

MARCH

- Hire Employees for Seasonal Levee Work.

APRIL

- April 1: Form 700s due
- Board Meeting

MAY

- Draft Budget

JUNE

- Approve Audit Contract for expiring fiscal year
- Adopted Annual Budget
- Board Meeting
- Adopt Resolution for setting Assessments and submit to County Assessor's Office
- Adopt Annual CEQA Exemption for levee maintenance.

JULY

AUGUST

- August 1: Deadline to certify assessments for tax-roll and deliver to County (duration of current assessment: Indefinite).
- 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*)
- Board Meeting

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*).

- Insurance Renewal

OCTOBER

- Publish Notice of Election, odd numbered years (once per week, 4 times, commencing at least 1 month prior to election).
- Board Meeting

NOVEMBER

- Election: to be held first Tuesday after first Monday of each odd-numbered year.

DECEMBER

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

Term of Current Board Members:

Name	Term Commenced	Term Ends
Joseph P. Bacchetti	First Friday 12/2017	First Friday of 12/2021
Joe Enos	First Friday 12/2019	First Friday of 12/2023
Mark R. Bacchetti	First Friday 12/2019	First Friday of 12/2023

No Expiration on Assessment

ITEM 9

**RECLAMATION DISTRICT 773
BILLS TO BE PAID
December 1, 2020**

NAME	INVOICE DATE	INVOICE #	AMOUNT	TOTAL \$	WARRANT #	RATIFICATION
Kjeldsen, Sinnock & Neudeck, Inc.	10/30/2020	28915	\$966.25			
	10/30/2020	28916	\$121.50			
	10/30/2020	28917	\$364.50			
	10/30/2020	28918	\$1,809.00			
	10/30/2020	28919	\$292.50			
				\$3,553.75		
Neumiller & Beardslee	10/16/2020	312293	\$1,791.00			
	11/16/2020	312944	\$727.50			
				\$2,518.50		
BPM	10/19/2020	36239734	\$384.00			
				\$384.00		
State Compensation Ins. Fund	10/23/2020	9020730-19	\$61.29			
				\$61.29		
Custom Spraying Inc.	10/12/2020	78468	\$10,000.00			
				\$10,000.00		
Reclamation District 773	12/1/2020		\$20,000.00			
(Transfer to Checking Account)				\$20,000.00		
NOTES:			Total Bills to be Paid	\$36,517.54		
Fund Balance as of October 31, 2020		\$402,190.96				
Less Submitted Bills for Payment:		\$36,517.54				
Total:		\$365,673.42				
Bank of Stockton Balance as of 10/31/20		\$19,051.97				
		\$384,725.39				

**RECLAMATION DISTRICT 773
BILLS TO BE PAID
October 6, 2020**

NAME	INVOICE DATE	INVOICE #	AMOUNT	TOTAL \$	WARRANT #	RATIFICATION
Kjeldsen, Sinnock & Neudeck, Inc.	8/31/2020	28495	\$584.00			
	8/31/2020	28496	\$559.73			
	8/31/2020	28497	\$1,061.25			
	8/31/2020	28498	\$1,345.00			
	8/31/2020	28499	\$3,497.83			
	8/31/2020	28500	\$2,736.50			
	8/31/2020	28501	\$427.50			
	8/31/2020	28502	\$1,316.25			
	9/29/2020	28656	\$3,682.36			
	9/29/2020	28657	\$836.25			
	9/29/2020	28658	\$1,219.00			
	9/29/2020	28659	\$6,112.00			
	9/29/2020	28660	\$247.64			
9/29/2020	28661	\$390.00				
				\$24,015.31	1979	
Neumiller & Beardslee	9/17/2020	311584	\$1,545.90			
				\$1,545.90	1980	
BPM	8/25/2020	36234676	\$856.00			
				\$856.00	1981	
State Compensation Ins. Fund	8/14/2020	9020730-20	\$150.86			
				\$150.86	1982	
Calif Central Valley Flood Control Assoc. (Membership Dues)	8/17/2020	3745	\$2,703.00			
				\$2,703.00	1983	
Holt Repair & Mfg., Inc.	10/4/2020	12616	\$35,583.44			
				\$35,583.44	1984	
BPM	9/30/2020	36237734	\$1,320.00			
				\$1,320.00	1985	
NOTES:			Total Bills to be Paid	\$66,174.51		
Fund Balance as of September 30, 2020		\$465,873.47				
Less Submitted Bills for Payment:		\$66,174.51				
Total:		\$399,698.96				
Bank of Stockton Balance as of 09/30/20		\$19,051.97				
		\$418,750.93				