

MINUTES OF THE REGULAR MEETING OF BOARD OF TRUSTEES
FOR RECLAMATION DISTRICT 1608
HELD TELEPHONICALLY ON WEDNESDAY, DECEMBER 2, 2020

A Regular Meeting of the Board of Trustees of Reclamation District 1608 was called to order telephonically at 8:00 a.m. by President Michael Panzer on Wednesday, December 2, 2020, via Toll-Free Dial-In Number: (877) 778-1806.

TRUSTEES PRESENT WERE:

MICHAEL PANZER
BRETT THOLBORN
DAN MacDONNELL

OTHERS PRESENT WERE:

DANIEL SCHROEDER
ANDY PINASCO
CHRIS NEUDECK
JOE BRYSON
ELVIA TRUJILLO

1. **Public Comment.**
No public comment.
2. **Approval of Minutes.** Minutes of the District meeting of November 4, 2020.
After review,

Upon motion duly made, seconded (B. Tholborn/D. MacDonnell) and unanimously carried by the Board of Trustees of Reclamation District 1608, the minutes of the November 4, 2020 regular meeting were approved as presented.

3. **Financial Report.** Review, discuss, and accept financial report.
District Secretary, Elvia Trujillo, provided a written and oral report. She informed the Board the financial report for this meeting includes Dixon Marine's Payment #5 in the amount of \$320,965.01 related to the Sediment Removal Project. After review of the complete report,

It was moved, seconded (B. Tholborn/D. MacDonnell) and unanimously carried by the Board of Trustees of Reclamation District 1608 that the Financial Report presented at the December 2, 2020 meeting be approved.

4. **Financial Audit.**

- a. Review, discuss, and accept draft audit report from Croce, Sanguinetti & Vanderveen.

Attorney Dan Schroeder presented this item. He reviewed the draft copy of the audit report submitted by Croce Sanguinetti & Vanderveen for Fiscal Year 2019-2020 ending June 30, 2020. He said these reports are prepared on a yearly basis and the District received a clean audit without any anomalies. He then asked the Board to accept the audit and direct the auditor to issue the report in final form.

It was moved, seconded (B. Tholborn/D. MacDonnell) and unanimously carried by the Board of Trustees of Reclamation District 1608 that the 2019-2020 Audit Report be approved and authorized the execution of the Letter of Representation.

- b. Ratify and execute Special District Financial Transactions Report.

Attorney Dan Schroeder presented this item. He explained the Special Districts Financial Transaction Report is a routine document filed with the state every year. Since this report has already been done, it is being brought before the Board for ratification.

It was moved, seconded (B. Tholborn/D. MacDonnell) and unanimously carried by the Board of Trustees of Reclamation District 1608 that the Special Districts Financial Transactions Report for the year ended June 30, 2020 be ratified as submitted.

5. **Engineer's Report. Request for directions and approvals.**

- (a) Levee Encroachment Permits/Enforcement

- i. Consider new permits requests from homeowners.

Chris Neudeck reported there were no new permits presented at this meeting. However, he plans to bring forward at the January meeting, a swimming pool permit.

- ii. Consider Levee Encroachment Standard Violation Enforcement.
None presented.

- (b) Sediment Removal Project.

- i. Review general status of project.

Please refer to Engineer's Report Section I.A.

From Engineer's Report:

I. SEDIMENT REMOVAL PROJECT
A. Review general status of the project.

Excerpt from Engineer's Report:

▪ Total QTY to dredge:	75,797 cu-yds
▪ Final Dredged QTY:	75,044 cu-yds
▪ Remaining QTY:	0 cu-yds
▪ Avg. QTY per day:	834 cu-yds/day
▪ Remaining work days:	0 days
▪ Estimated days to completion:	0 days
▪ Dredge completion date:	11/18/20
▪ Dredge window:	8/1/2020 – 11/30/20

Exhibit A: Quantity Tracking Summary.

Exhibit B: Sampling of Daily Field report photographs.

Exhibit C: Post Dredge As-Built Cross Sections

Mr. Neudeck presented a written and oral report. He reported that as of today, the project has been completed and reviewed the project figures in Section I.A. of his report. The final dredge quantity was 75,044 cu-yds, the average quantity per day was 834 cu-yds, and the project was complete within the time window. He also made reference to the daily field report pictures which give an indication of the conditions. He explained that in the second photo in Exhibit B, you are able to see the mudline where the water deepens. Other photos show the discharge and all the rock that went through that system, including the small 3-inch rock which was something that was not anticipated but, fortunately, did not create any problems. Mr. Neudeck believes that at one point this rock was probably placed either by the developer or the district and became displaced. Other photos show the dredger coming to its completion and the commencement of demobilization.

Mr. Neudeck then referenced Exhibit C which shows the cross sections. The green line is what was dredged, the blue line is the ideal dredge line, and the dash lines are the design lines. Most of the dredge material was sediment but then hard clay was reached. Based on the permit, it was the original river bottom. It will take a different type of permit and equipment for deeper dredging. Mr. Neudeck indicated the District will need to consider in the future years how to plan out the next phase. He anticipates the next phase will start out where this project left off and continue this project to Feather River Drive.

Mr. Neudeck reported that overall, the dredging came pretty close to the design intended and any slight variation was predominantly related to the conditions found related to

some hardened clay. It was also found that Grupe Park has a very hardened surface at the bottom and may require a larger dredger for this section. He added he and his team have traveled up and down the channel by boat and it's quite amazing to have a clear and deep channel. Mr. Neubeck is very pleased with the project outcome and completion. A final checklist is going to be conducted predominantly on Wright Elmwood Tract and re-graveling is being done to bring the ground to pre-project conditions. Clean up work on Roberts Island is also being done and payment to the Port will be needed. President Panzer, Trustee Tholborn and Trustee MacDonnell thanked Mr. Neudeck and his staff for all the hard work in coordinating and seeing this project to completion. Discussion was held.

6. **Levee Superintendent Report. Request for directions and approvals.**
Joe Bryson gave an oral and written report. He was happy to report that Bryan is back to help him part-time and indicated he will need an additional helper. With the completion of the Sediment Removal Project, black top work was done at the levee road at Grupe Park. Additionally, Mr. Bryson has received many calls from homeowners related to moving back docks and boats. For a complete list, please refer to Mr. Bryson's December 2020 written report.
7. **Newsletter. Discussion and direction.**
Kristen Dyke spoke on this item. She indicated the draft copy of the newsletter is for review and any content update. The newsletter will be provided for final review prior to publishing. Andy Pinasco expects this letter will be finalized by the end of the month and, to avoid the Christmas rush, mailed the early part of next year.
8. **Report by Trustees on meetings attended and upcoming meetings. Request for direction.**
None to report.
9. **Report and possible action on Progress of Tasks Assigned at Previous Board Meetings.**
None to report.
10. **Discussion and direction on Short-Term and Long-Range Goals.**
In reviewing the Short-Term Goals, Trustee MacDonnell commented whether Item 1. *Sediment Removal Project* should be removed or kept on the list. Mr. Schroeder said that in the original discussion for barge access, the plan was to have the dredging done all the way just before the Feather River bridge. For financial reasons, it only went to Fritz Grupe Park, therefore, Mr. Schroeder recommends leaving Item 1 in the Short Term Goals.

11. **District Calendar.** Discussion and direction.

a. Next meeting January 6, 2021

Attorney Dan Schroeder reviewed the December calendar items. He said typically the Emergency Plan is reviewed in December and recommends reviewing it at the January meeting.

Mr. Schroeder also asked if there were any date conflicts for the January 6, 2021 meeting and there were not conflicts.

12. **Correspondence.**

No additional correspondence of note.

13. **Approval of Bills.**

The list of Bills to be Paid presented at this meeting was reviewed. After review,


It was moved, seconded (B. Tholborn/D. MacDonnell) and unanimously carried by the Board of Trustees of Reclamation District 1608 that the List of Bills to be Paid presented at the December 2, 2020 meeting be approved.

14. **Staff Reports.** None.

(a) Attorney. The Agenda for this meeting was posted on the window outside the meeting room at 3121 West March Lane, Stockton, California, at least seventy-two (72) hours preceding the meeting.

15. **Adjournment.** The meeting adjourned at 8:46 a.m.

Respectfully submitted,



Elvia C. Trujillo
District Secretary

Reclamation District 1608
 Bills to be Paid - December 2, 2020 Board Meeting

NAME	Date	INVOICE #	AMOUNT	TOTAL \$	WARRANT #	CHECK #	SUBVENTION FUND
Michael Panzer (12/2/20 Regular Mtg)	12/2/2020	Trustee Fee	\$259.09	\$259.09	6412		
Brett Tholborn (12/2/20 Regular Mtg)	12/2/2020	Trustee Fee	\$259.09	\$259.09	6413		
Dan MacDonnell (12/2/20 Regular Mtg)	12/2/2020	Trustee Fee	\$259.09	\$259.09	6414		
Elvia Trujillo (November 2020)	11/2020	Secretary Fee	\$897.50	\$897.50	6415		
Neumiller & Beardslee	11/16/2020	312939	\$2,892.88	\$2,892.88	6416		
PG&E (Landview & Seagull)		0950847867-5					
PG&E (Stone River)		2999432760-8	\$10.09	\$10.09	6417		
Kjeldsen Sinnock & Neudeck	11/23/2020	29020	\$1,346.25				
	11/23/2020	29021	\$2,736.75				
	11/23/2020	29022	\$4,727.68				
	11/23/2020	29023	\$32,814.67				
	11/23/2020	29024	\$4,986.25				
	11/23/2020	29025	\$1,771.50	\$48,383.10	6418		
Ron Halverson	10/20/2020	767709	\$1,600.00	\$1,600.00	6419		
U.S. Postal Service (P.O. Box Yearly Fee)	11/13/2020	4857	\$106.00	\$106.00	6420		
Dixon Marine Services	11/25/2020	Progress Pay #5	\$320,965.01	\$320,965.01	6421		

Reclamation District I608

Bills to be Paid - December 2, 2020 Board Meeting

State of California Payroll Taxes	Nov-20	November Payroll	\$461.41	\$461.41	\$461.41				online		
Federal Government Payroll Taxes	Nov-20	November Payroll	\$2,111.90	\$2,111.90	\$2,111.90				online		
Bank of Stockton Visa	11/11/2020	9/26/2020 - 10/27/2020	\$2,468.57	\$2,468.57	\$2,468.57				online		
K. Blaine Gallagher	Payroll	11/1/2020 - 11/15/2020	\$217.41	\$217.41	\$217.41				1461		
Check 1462 Void									1462		
Alec Paminsan	Payroll	11/1/2020 - 11/15/2020	\$191.83	\$191.83	\$191.83				1463		
Hector B. Kendall	Payroll	11/16/2020 - 11/30/2020	\$813.93	\$813.93	\$813.93				Direct Deposit		
Joe L. Bryson	Payroll	11/1/2020 - 11/30/2020	\$4,407.84	\$4,407.84	\$4,407.84				Direct Deposit		
		WARRANT TOTAL:			\$375,631.85						
		CHECKING TOTAL:			\$10,672.89						
		TOTAL BILLS PAID			\$386,304.74						