

**MINUTES OF THE REGULAR MEETING OF BOARD OF TRUSTEES
FOR RECLAMATION DISTRICT 1608
HELD WEDNESDAY, JANUARY 6, 2016**

A Regular Meeting of the Board of Trustees of Reclamation District 1608 was held Wednesday, January 6, 2016, at the law office of Neumiller & Beardslee, 509 W. Weber Avenue, 5th Floor, Stockton, California, at the hour of 8:00 a.m.

TRUSTEES PRESENT WERE:

MICHAEL PANZER
DREW MEYERS
BRETT THOLBORN

OTHERS PRESENT WERE:

DANIEL J. SCHROEDER
CHRIS NEUDECK
JEAN L. KNIGHT
JOE BRYSON
BOB BENTZ
BRENNNA HOWELL, Consultant, Howell Consulting
(Working with Kjeldsen, Sinnock & Neudeck)
JASON R. TOKHEIM, P.E., Civil Engineer with Kjeldsen, Sinnock & Neudeck

Item 1. Public Comment. None.

Item 2. Approval of Minutes. Minutes of the regular meeting of December 2, 2015. After review,

It was moved, seconded, (B. Tholborn/D. Meyers) and
unanimously carried by the Board of Trustees of Reclamation
District 1608 that the minutes of the regular meeting of December
2, 2016 be approved.

The following bills, and warrants in payment of same, were approved:

MICHAEL PANZER, #5725, Trustee Fee	100.00
DREW MEYERS, #5726, Trustee Fee, Two Meetings.....	200.00
BRETT THOLBORN, #5727, Trustee Fee	100.00
JEAN L. KNIGHT, #5728, Secretarial Fee	635.00
NEUMILLER & BEARDSLEE, #5729, Inv. #273634.....	4,432.59
KJELDSEN, SINNOCK & NEUDECK, #5730, Invoice #s	11,124.50
RECLAMATION DISTRICT 1608, #5731, Transfer funds to checking acc't.....	30,000.00
CROCE & CO., #5732, Inv. #2003053	75.00
DINO & SON DITCHING SERVICE, #5733, Inv. #15-74.....	910.00

A timesheet for the following employee was submitted and a check in payment of same, was approved:

JOE BRYSON, #1238, Payroll, December Salary2,850.88

State and Federal Payroll Taxes scheduled to be paid on line, were approved

State Government, Payroll Taxes, December Salary1,174.62

Federal Government, Payroll Taxes, December Salary179.31

Checks made for labor hired by Joe Bryson (pending hires as Temporary help with District)

JONATHAN NEVAREZ, #1239.....432.00

SAMNANG MAI, #1240.....624.00

Item 2. Approval of Minutes. Minutes of the regular meeting of December 2, 2015. After review,

It was moved, seconded, (B. Tholborn/D. Meyers) and unanimously carried by the Board of Trustees of Reclamation District 1608 that the minutes of the regular meeting of December 2, 2016 be approved.

Item 3. Financial Report. Review, discuss, and accept financial report. Dan Schroeder presented the financial report. He stated that things look good. There were two corrections to report - 1) on bottom of report, under Sediment Removal Project – word “Expecting” should be changed to “expended”; and 2) the line underneath that states the projected amount of levee subventions money due should be put on the 2nd page of the report where anticipated income is listed. Otherwise, report was satisfactory with Trustees and

Upon motion duly made, seconded (B. Tholborn/D. Meyers) and unanimously carried by the Trustees of Reclamation District 1608, the Financial Report was approved and the reserves will remain the same.

Item 4. Engineer’s Report. Request for directions and approvals.

- (a) Consider new permits requests from homeowners.
 - a. None.
- (b) Consider Pending permits requests from homeowners.
 - a. None
- (c) FEMA Levee Certification – see below
- (d) Update on Revisions to Emergency Plan – see below

Below are excerpts from agenda of the engineer.

I. Plan Review – Mr. Neudeck reported that the inspection went well and the engineers were happy with the outcome. During the inspections, the levee superintendent will be able to look at the history by reviewing the electronic file. He said that during the inspections, it will be helpful to have two personnel doing the inspection – one looking at the property and the other looking at the electronic documents. The engineers also took 6 photos of each property. They went clockwise from Grupe Park and even during this time, they found construction going on that was not permitted and noted that maybe it was reconstructing something that previously expected. The property was for the next door neighbor of Trustee Tholborn. He said there was work on the master bedroom and the owner replaced his walkway. Trustee Tholborn noted that what was being done had been previously permitted. The engineers have taken the data base that was previously managed by Neumiller & Beardslee and amended that data. When one opens up the electronic file, the permits, photos, and correspondence will be readily available and every property will have its own file. Overall, the engineers tried to keep it as simple as possible.

II. **FEMA MAPPING STATUS.** Mr. Neudeck reported that he and Jason Tokheim met with Ron Heinzen of Kleinfelder who now is semi-retired. Mr. Heinzen who has been involved in the mapping work for the District in the past, wants to be involved in this process and also desires to do the submittal on this for the District. Mr. Tokheim has also assisted with the submittal. The application costs, initially set at \$6,000 were jumped to \$9,250, plus \$60.00 an hour.

Levee Certification: As far as the status of the certification issues, Mr. Neudeck reported that Mr. Bezeck from FEMA hasn't responded to him yet. Ron Heinzen doesn't anticipate any additional work will be necessary and is hopeful that everything will meet the necessary standards. He said that the levee filling and heightening and structural integrity look good and also noted the District didn't have seepage improvements in the model.

III. **DWR EMERGENCY RESPONSE GRANT AWARDED TO SAN JOAQUIN COUNTY.**

A. Review the development of Flood Safety Plan including Emergency Operations Plan (EOP) and Flood Contingency Map (FCM) and seek Board of Trustees concurrence. Brenna Howell and Jason Tokheim gave a presentation to the Trustees and staff. They took the old emergency plan and laid it side by side to the new version. They mentioned that the old plan was a good one but a little too detailed. The new plan was submitted to the County and approved in December, 2015. They noted that they needed to comply with what the County said was needed. They did state

that later on, if the District so desired, the District could go back and make amendments. It is now in compliance with State and Federal regulations. It is suggested that the District look at the plan yearly as far as maintenance. The District must follow protocol of emergency contacts (Joe Bryson would call Dr. Panzer) and then the engineer and then calls to go the County, State and Federal governments. The District must do this correctly to make sure the District is funded for work done. The District has jurisdictional authority. The State can come in but they cannot take over.

There must also be training in NIMS/SIMS for emergency response. There needs to be executive training and the timeline is two one hour trainings. The engineers will send an electronic version of the training and also of the maps to the Trustees for them to review and then they can get back to the engineers and staff at the February meeting.

The engineers also laid out and reviewed with the Trustees and staff, two large flood contingency maps on the Conference Room table.

Mr. Neudeck stated that the District needs to give an endorsement of this material and it was suggested that this occur at the February meeting. A resolution will also be presented for consideration. Mr. Neudeck will send a hard copy of the maps to the Trustees. The District's job is to make the plan available and advise but not to present maps to the public.

Item 5. Levee Superintendent Report. Request for directions and approvals. Mr. Bryson went through his superintendent's report. It is included with original of these minutes. Mr. Schroeder also reported that for the Malik property, the District is going in and removing all of the vegetation and then will be coming back with an agreement that the Maliks cannot add any further vegetation to their property. Mr. Schroeder, upon Mr. Bryson's request, will also resent the letter to the Taylans. On the Matt Davies property, the new owner, Busso, is going a lot of clean-up on the property and taking out the ivy.

Mr. Bryson reported that he had missed the December meeting, as he needed to meet with DWR. They wanted to discuss a tree removed on the water side of the levee. In the District's claim, it said it had removed the tree (resident Hammer with the deck). Mr. Neudeck said it may be better not to mitigate to another location but just take money out of the claim refund as there really aren't many places within the District that trees can be planted.

(a) Approve 2016 Weed Abatement Agreement with Dickinson's Weed Spraying Co. Dan Schroeder went over the agreement and it was verified by Mr. Neudeck that the prevailing wage rates were taken care of. Mr. Schroeder said that the agreement is simple but it works. He recommended approval. After discussion,

It was moved, seconded, (B. Tholborn/D. Meyers) and unanimously carried by the Board of Trustees of Reclamation

District 1608 that the 2016 Weed Abatement Agreement with Dickinson's Weed Spraying Co. be approved.

Item 6. Annual Subventions Agreement. Adopt Resolution 2016-01 Approving and Authorizing Execution of Delta Levee Maintenance Subventions Program Work Agreement for Fiscal Year 2015-2016. Mr. Schroeder reported that the District needs to annually review and approve an agreement for the levee subventions program. The program starts July 1st each year and it is usually at this time that the District receives the paperwork. After discussion,

It was moved, seconded, (B. Tholborn/D. Meyers) and unanimously carried by the Board of Trustees of Reclamation District 1608 that Resolution 2016-01 Approving and Authorizing Execution of Delta Levee Maintenance Subventions Program Work Agreement for Fiscal Year 2015-2016 be approved.

Item 7. Website Update. Discussion and direction. Dan Schroeder reported on this item. He had questions he wanted further direction on and first is that he sees for other clients that have websites, oftentimes, you would see pictures of the elected officials. Currently, RD1608 doesn't have them. Would the Trustees and Superintendent like to? Second, would they like to put contact information for themselves, i.e., phone number, e-mail address? This can be thought about and put on next month's agenda. However, Dr. Panzer said he would be gone for the next meeting. Mr. Schroeder will put on the March agenda.

Item 8. Report by Trustees on meetings attended and upcoming meetings. Request for direction. Drew Meyers attended a TAC meeting and gave an overview of the meeting. The agenda is included with the original of these minutes.

Item 9. Report and possible action on Progress of Tasks Assigned at Previous Board Meetings.

(a) Levee Certification Issues with FEMA. See Engineer's report.

Item 10. Discussion and direction on Short-Term and Long-Range Goals. Discussion. No changes.

Item 11. District Calendar. Discussion and direction. Mr. Schroeder noted that the Form 700's will be coming out shortly. Ms. Knight will work with the Trustees and staff to get these completed.

Item 12. Correspondence. None presented.

Item 13. Approval of Bills. The bills, as presented, were approved.

Item 14. Staff Reports. (a) Attorney. The Agenda for this meeting was posted on the window outside the meeting room at 509 West Weber Avenue, Stockton, California, at least seventy-two (72) hours preceding the meeting.

Item 15. Adjournment. The meeting was adjourned.

Secretary: The agenda for this meeting was posted on a 1st floor lobby window at 509 W. Weber Avenue, Stockton, California at least 72 hours preceding the meeting.

Respectfully submitted,

Jean L. Knight
District Secretary