

**AGENDA FOR
RECLAMATION DISTRICT NO. 1608
BOARD OF TRUSTEES MEETING
8:00 A.M. FEBRUARY 3, 2016
NEUMILLER & BEARDSLEE
509 WEST WEBER AVENUE, FIFTH FLOOR
STOCKTON, CALIFORNIA**

Call to Order.

Roll Call.

Agenda Items.

1. 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 as it is taken up.
2. Approval of Minutes. Minutes of the regular meeting of January 6, 2015.
3. Financial Report. Review, discuss, and accept financial report.
 - (a) Approve Payroll Signing Authority.
4. Engineer's Report. Request for directions and approvals.
 - (a) Consider new permits requests from homeowners.
 1. 3502 Fourteen Mile Dr, Stockton.
 - (b) Consider Pending permits requests from homeowners.
 - (c) FEMA Levee Certification.
 - (d) Adopt Resolution 2016-02 Adopting Emergency Operations Plan.
5. Levee Superintendent Report. Request for directions and approvals.
 - (a) 3821 Falmouth Court vegetation violation
6. Report by Trustees on meetings attended and up coming meetings. Request for direction.
7. Report and possible action on Progress of Tasks Assigned at Previous Board Meetings.
 - (a) Levee Certification Issues with FEMA.
8. Discussion and direction on Short-Term and Long-Range Goals. Discussion.
9. District Calendar. Discussion and direction.
10. Correspondence.
11. Approval of Bills.

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 Jean Knight at 209/948-8200 during regular business hours, at least forty-eight 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, 509 W. Weber Avenue, 5th Floor, Stockton, California during normal business hours.

12. 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.

13. 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 Jean Knight at 209/948-8200 during regular business hours, at least forty-eight hours prior to the time of the meeting.

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**AGENDA PACKET
RECLAMATION DISTRICT 1608
February 3, 2016**

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

ITEM 2

**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
BRENNIA 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
KJELDSSEN, 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

ITEM 4

Index No. _____ Lot No. _____

APPLICATION FOR APPROVAL OF PLANS AND/OR ENCROACHMENT PERMIT

1. Application to the Reclamation District 1608 for approval to REPLACE WALKWAY FROM EXISTING DECK ATTACHED TO HOUSE TO SAME SPOT @ LEVEE CROWN WHERE THE ORIGINAL WAS. NO CHANGES OF SUPPORT ON GROUND. ALL THE SAME.

2. Please check exhibits accompanying application.

- a. Location or vicinity map showing location of proposed work within the RD1608 area of responsibility, to permit visitation and inspection of work. Provide a marked-up copy of the RD1608 Boundary Map contained within the RD1608 Levee Encroachment Standards (Appendix E-1) to convey the appropriate location information (follow directions cited in Appendix E-1).
- b. A complete plan view and cross section of the proposed work, to scale, showing: dimensions; materials of construction and/or vegetative plantings; irrigation system; location of levee crown, toe and side slopes; relationship of the proposed work to the levee, adjacent home, RD1608 easement lines, and property lines; and any other notable feature within the lot.
- c. A cross section of the levee, berm, and stream area with dimensions and elevations of the levee crown, levee toes, floodplain, low water levee, etc., with reference to the U.S. Geological Survey, U.S. Corps of Engineers, or other datum generally used within the locale.
- d. Profiles of existing or proposed levees, fills, or other obstructions in the stream or overflow area with reference to the U.S. Geological Survey, U.S. Corps of Engineers, or other datum generally used within the locale.

✓ PICTURES

3. Please Print or Type:

Name of Applicant GREG EBENHARK Address-Zip Code 3502 14 MILE DR STKN, LA Telephone Number 209-969-7391 Home 209-952-9791

Signature [Signature] Date 1-13-16

4. Endorsement

We, the Trustees of Reclamation District 1608 at its meeting held on the _____ day of _____, 20____, hereby

APPROVE and give consent to the execution of the encroachment permit subject to the following conditions:

- Conditions listed on the back of this form
- Additional attached conditions.
- No conditions

DENY the application for the following reasons:

Date _____

Board of Trustees,
Reclamation District 1608

5. Name and address of owners of adjacent land parcels sharing a length of point of common boundary with the land upon which the contents of this application apply.

<u>Name</u>	<u>Address</u>	<u>Zip Code</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Conditions:

1. Comply with Reclamation District 1608 Levee Encroachment Standards.
2. Submit new application for any future encroachment within ten (10) feet of levee toe.

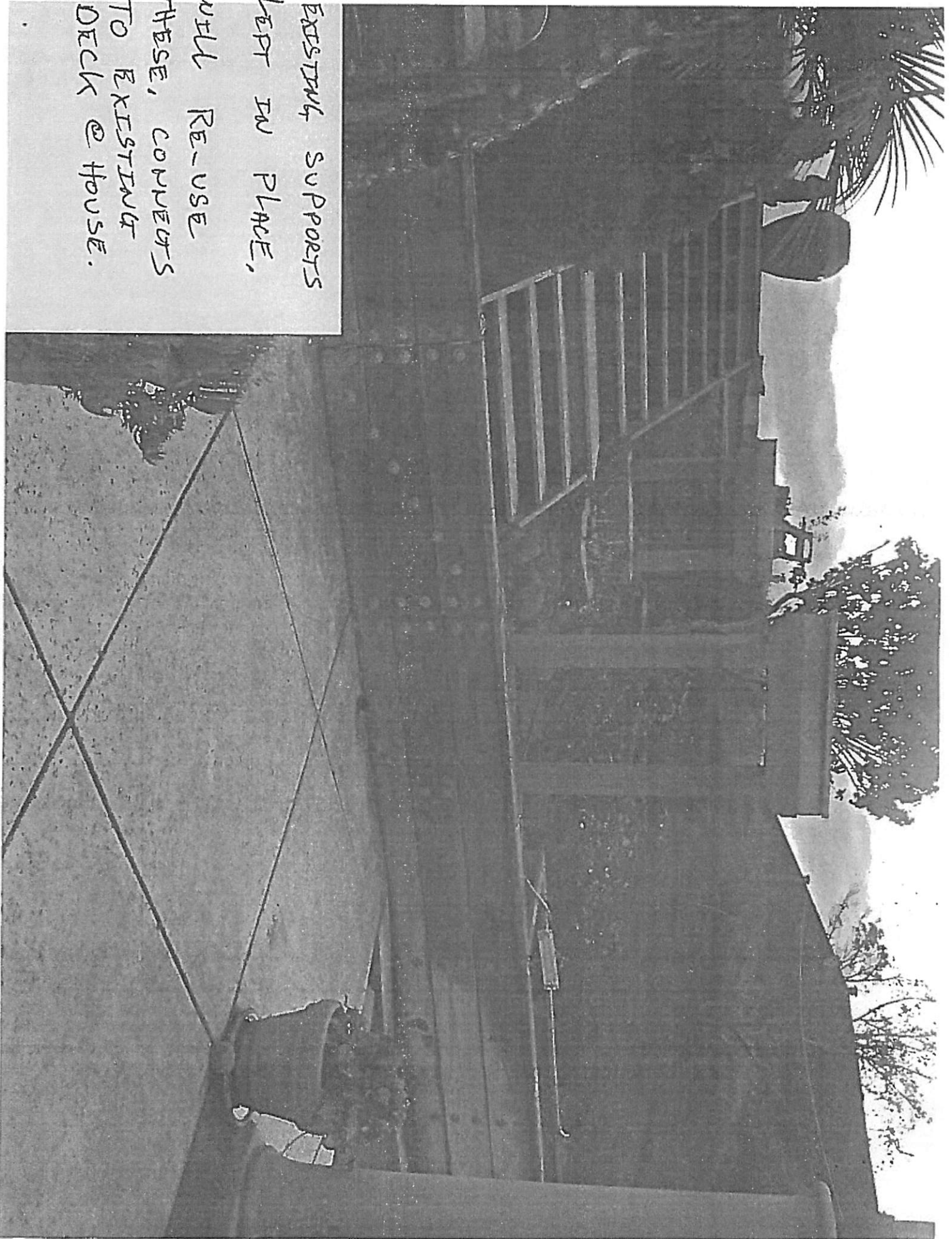
SEE ATTACHED ADDITIONAL CONDITIONS. IF BOX CHECKED ON FRONT PAGE

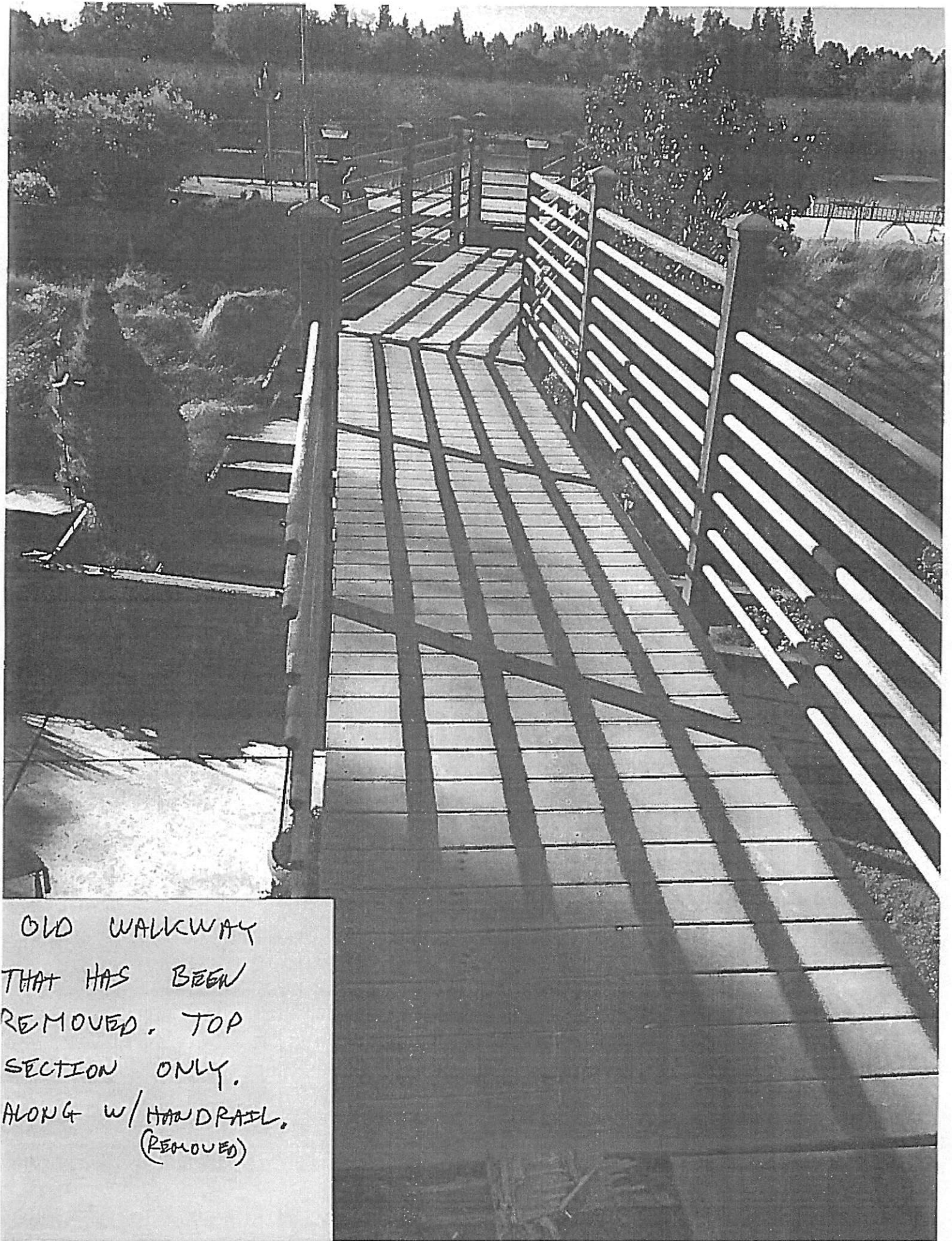
3. _____
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-

EXISTING SUPPORTS
LEFT IN PLACE,
WILL RE-USE
THESE,

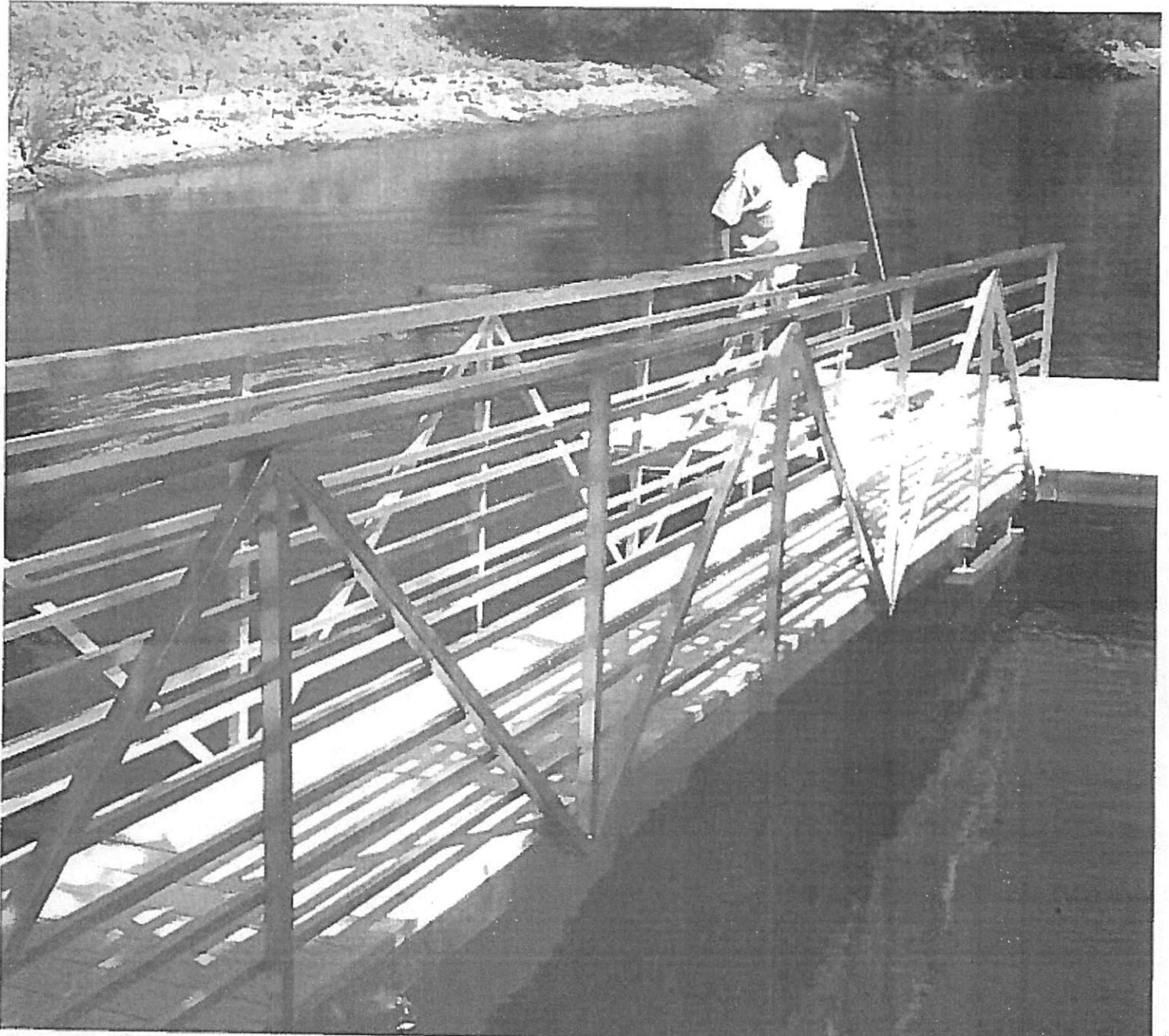


EXISTING SUPPORTS
LEFT IN PLACE,
WILL RE-USE
THESE, CONVERT
TO EXISTING
DECK @ HOUSE.





OLD WALKWAY
THAT HAS BEEN
REMOVED. TOP
SECTION ONLY.
ALONG W/HANDRAIL.
(REMOVED)



PROPOSED NEW WALKWAY.
PRE MANUFACTURED FROM ALUMINUM
+ GALV. STEEL. WILL LAY ON
EXISTING POSTS EXACTLY
WHERE OLD WALKWAY WAS, AS
THE DIMENSIONS WILL BE
EXACTLY THE SAME.



1-800-637-8873
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**RECLAMATION DISTRICT NO. 1608
RESOLUTION 2016-02**

**RESOLUTION APPROVING AND ADOPTING RECLAMATION DISTRICT 1608
LINCOLN VILLAGE WEST EMERGENCY OPERATIONS PLAN**

WHEREAS, Reclamation District 1608 ("District") has an existing emergency operations plan last revised on March 4, 2011;

WHEREAS, the Board of Trustees now desires to update the District's emergency operations plan;

WHEREAS, the engineering firm of Kjeldsen Sinnock & Neudeck has prepared an updated Reclamation District 1608 Lincoln Village West Emergency Operations Plan ("Plan") attached hereto, and has presented the Plan to the Board;

WHEREAS, the Board of Trustees ("Board") of Reclamation District 1608 ("District") has reviewed, and desires to adopt, that certain Reclamation District 1608 Lincoln Village West Emergency Operations Plan ("Plan"), attached hereto as prepared by Kjeldsen Sinnock & Neudeck, Inc.;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The Plan attached hereto is approved and is adopted by the Board, and will replace any prior existing District emergency operation plan(s).

PASSED AND ADOPTED by the Board of Trustees of Reclamation District No. 1608 at a meeting thereof held on this 3rd day of February, 2016, by the following vote, TO WIT:

AYES: _____

NOES: _____

ABSTENTION: _____

ABSENT: _____

RECLAMATION DISTRICT NO. 1608
A Political Subdivision of the
State of California

By: _____
MICHAEL PANZER, President

ATTEST:

JEAN KNIGHT, Secretary

CERTIFICATION

I, JEAN KNIGHT, Secretary of Reclamation District No. 1608, do hereby certify that the foregoing is a full, true and correct copy of a resolution of Reclamation District No. 1608 duly passed and adopted at a regular meeting of the Board of Trustees thereof held on the 3rd day of February, 2016.

Dated: _____, 201_.

JEAN KNIGHT, Secretary
Reclamation District No. 1608

ITEM 8

SHORT TERM GOALS
February 3, 2016

1. Sediment Removal Project.
2. Assistance to RD 2119 (Wright Elmwood Tract), and other Districts if necessary.
Status: on-going.
3. Participate in County TAC and stakeholder groups. Status: Ongoing.
4. Work on slumping areas. In progress.
5. Monitor SJAFCA meetings re Calaveras and Fourteen Mile Slough uncertified levees.
6. Vegetation encroachments
7. Reduce theft of Rock on levee at Fritz Grupe Park
8. Meeting with the City/County Emergency Services Representatives
9. Status of Approved Permits.
10. FEMA Levee Certification
11. Creation of Field Permit Data Base

LONG TERM GOALS

12. CVFP Plan

ITEM 9

RD 1614: MASTER CALENDAR

JANUARY

- Renewal of Insurance

FEBRUARY

- Send out Form 700s, remind Trustees of April 1 filing date

MARCH

- Evaluation Review of Contracts for Consultants and Employees

APRIL

- April 1: Form 700s due

MAY

- Draft Budget

JUNE

- June 15: Provide notice/make available to the public, documentation/materials regarding determination of Appropriations (15 days prior to meeting at which Appropriations will be adopted) (*Government Code §7910*).
- Approve Audit Contract for expiring fiscal year
- Adopted Annual Budget.
- Reminder that Liability Insurance Expires Annually the end of July.

JULY

- Adopt Resolution for setting Appropriations and submit to County Assessor's Office.
- Adopt Resolution Establishing Annual Assessments.

AUGUST

- August 1: Deadline to certify assessments for tax-roll and deliver to County (duration of current assessment: no expiration).
- 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*).
- Review Status of Encroachment Permit request from Randy Pierson for fence at corner of Del Rio Ave and Kirk Ave.

OCTOBER

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

NOVEMBER

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

DECEMBER

- New Trustee(s) take office, outgoing Trustee(s) term(s) end on first Friday of each even-numbered year.
- Follow up on Smith Canal Proposition 218 Reimbursement for costs advanced to SJAFCA.

Term of Current Board Members:

Name	Term Commenced	Term Ends
Ben Koch	First Friday 11/2012	First Friday of 11/2016
Robert Wise	First Friday 11/2012	First Friday of 11/2016
William Dunning	First Friday 11/2014	First Friday of 11/2018

No Expiration on Assessment

Reclamation District Meetings

- **First Monday of each month, at 2:00 P.M.**
at the offices of
Neumiller &Beardslee
509 W. Weber Avenue, Suite 500
Stockton, California 95203