

**MINUTES OF THE REGULAR MEETING OF BOARD OF TRUSTEES
FOR RECLAMATION DISTRICT 1608
HELD WEDNESDAY, JANUARY 4, 2017**

The Regular Meeting of the Board of Trustees of Reclamation District 1608 was held Wednesday, January 4, 2017 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

OTHERS PRESENT WERE:

DANIEL J. SCHROEDER
CHRISTOPHER NEUDECK
JEAN KNIGHT
JOE BRYSON
KELLY FRY, Lincoln Lake Mapping Issue
BOB BENTZ
CHRISSEY HAINES - neighbor to property Kelly Fry purchasing

ABSENT WERE:

BRETT THOLBORN
ANDY PINASCO

Item 1. Public Comment. No public comment.

Item 2. Lincoln Lake Mapping Issue. This item relates to an issue discussed briefly at the District's December meeting and the homeowner. Kelly Fry, who is in the process of purchasing a condominium at 6508 Embarcadero Drive, Stockton, CA was present to give more details. She distributed several handouts and reported that the condominium she is purchasing is in Flood Zone A and she is required to purchase flood insurance. As noted at the December meeting, FEMA did not draw their configurations around these man-made lakes correctly. Because she is purchasing a condominium, she reported she cannot purchase flood insurance. She has tried various avenues and is coming to the District to see if any help can be given.

Trustees and staff discussed the issue and although this matter is within the District's jurisdiction, Mr. Schroeder responded the District does not have a duty. It was noted that interior drainage is the responsibility of the City of Stockton, not the District. Mr. Neudeck noted that the only way the map could be re-done is to do a Letter of Map Amendment.

The Trustees directed Mr. Neudeck to get an estimate on the cost it would take to do the work. It again was noted that the District does not have an obligation to have the area remapped. It was also brought up that there are 2 lakes within the District and it is not known at this time whether the other lake (North Lake) has the same mapping errors. And, also it was asked to contact FEMA about the situation and report on that communication. Therefore,

It was moved, seconded (D. Meyers/M. Panzer) and unanimously carried by the Board of Directors of Reclamation District 1608 that the engineers be directed to research and come up with a cost proposal for work necessary to amend the FEMA maps with respect to certain properties on Lake Lincoln and to additionally research whether any properties on the North Shore Lake have similar incorrectly mapped properties and if so, include those expenses in the proposal.

Item 3. Approval of Minutes. Minutes of the regular meeting of December 7, 2016. After review,

It was moved, seconded (D. Meyers/M. Panzer) and unanimously carried by the Board of Directors of Reclamation District 1608 that the minutes of the regular meeting of December 7, 2016 be approved.

Item 4. Financial Report. Review, discuss, and accept financial report. Dan Schroeder presented and discussed the financial report and also discussed the discrepancy in the balances of the District and the balance in the District’s financial audit ended June 30 2017. He confirmed that the District’s fund balances as of July 1, 2016 were \$1,820,059 which is consistent with the amount as of that date in the Audit Report on page 5. He noted that although it appeared there was discrepancy between the total fund July 1, 2016 balance on the January 2017 financial report and page 5 of the Audit Report, he pointed out that the report was an accrual basis report and page 5 of the report was a balance sheet which included insurance that had been paid in December 2015 and that \$3,406 represented the “unearned” amount remaining for the new fiscal year. He also explained that “The Total fund balance” of \$1,811,637 on page 5 of the Audit Report included liabilities of \$11,828 since it was part of the Government Funds Balance Sheet. Thus the Audit Report and January Financial Report reflected the same fund balance amounts as of July 1, 2016. Trustee Meyers suggested that the District adopt a preliminary budget at the start of the fiscal year and then adopt a final budget in September to follow the process San Joaquin County follows in its budgetary process. Mr. Schroeder said that he would make those changes in the Calendar.

Ms. Knight also reported on the other parts of the financial report noting that due to timelines of the holiday weekend, she had not received and could not include the wages of the levee superintendent and part time worker. Ms. Knight also reported she still had a few issues to go over with Trustee Tholborn but due to his absence, she said she would be talking to him afterwards. One concern relates to reporting payroll 2 separate ways at the half-way point of the fiscal year.

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

MICHAEL PANZER, #5859, Trustee Fee	100.00
DREW MEYERS, #5860, Trustee Fee	200.00
Void, #5861,	
JEAN L. KNIGHT, #5862, Secretarial Fee	690.00
NEUMILLER & BEARDSLEE, #5863, Inv. #280220	3,250.79
PG&E, #5864, Electrical.....	10.96
CROCE & COMPANY, #5865, Inv. # 2006216.....	228.00
DICKENSON’S WEED SPRAYING COMPANY, #5866, Pre-Emergent And Monthly Inspections.....	9,000.00
KJELDSEN, SINNOCK & NEUDECK, #5867, Inv. #s 20050 - 20056.....	10,391.17 ¹

¹ Although the engineer’s invoices were paid, they were not received prior to the preparation of the financial report. This figure will be added to the February, 2017 financial report.

(a) Review and Discuss Long Term Budget Planning and Project Expenditure Plan. Discussion with respect to long term budgeting took place. After some review, it was decided it would be best to prepare a preliminary budget for June and do a final in September. See discussion in 1st paragraph of Financial Report.

(b) Discuss Sediment Removal Project and Cost Update. Chris Neudeck reported on this item and went over the spreadsheet of expenses included within the Engineer's Report as Exhibit C. The Trustees were satisfied with the numbers as presented. It was also decided at this time that the Trustees will not have this spreadsheet and plan reviewed by the District CPAs. Mr. Neudeck also reported that the District will find out within the next 12 – 18 months if the levee subventions program will continue as the plan and expenditures as set out are dependent on the program continuing. It was stated that there is nothing imminent at this point and nothing yet to do except to see if the program continues. Therefore,

It was moved, seconded (D. Meyers/M. Panzer) and unanimously carried by the Board of Directors of Reclamation District 1608 that the numbers presented on the cost update were approved as presented.

The financial report, as presented, was also approved.

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

Chris Neudeck reported that the formal submittal was made to FEMA on December 13, 2016 with respect to the Letter of Map Revision application for the District's response to FEMA regarding the mapping status of the District's levee system. He believes it is a solid submittal. Exhibits A&B reflect the submittal and acknowledgment of receipt dated December 22, 2016.

(a) Consider new permits requests from homeowners. No new permit requests submitted.

Item 6. Levee Superintendent Report. Request for directions and approvals.

Superintendent Bryson went through his superintendent's report and noted the need to start spraying for weeds earlier than had been expected. He also detailed items and at the end noted that his part time worker, Gabe Banks got his driver license but he is not driving the District truck.

(a) Approve Contract with Dickinson's For Weed Abatement for 2017. Attorney Schroeder presented this item. He reported that with the current weather conditions, the weeds had really taken off and that the work needed to be started earlier than expected. He asked that the Board ratify this work and also to consider approval of the contract presented by Dickinson's for Weed Abatement for 2017. After discussion,

It was moved, seconded (M. Panzer/Drew Mayer) and unanimously carried by the Board of Directors of Reclamation District 1608 that the work begun by Dickinson's for weed abatement be ratified and also that the contract with Dickinson's for Weed Abatement for 2017 be approved.

Item 7. Emergency Plan. Review of Emergency Procedures. Joe Bryson reported that the In Shape Health Clubs had been sold. He was asked to go over to the Marina location, introduce himself, and let them know of previous arrangements that the prior owners had agreed to having this location as a kind of Ground Zero for flood fighting headquarters should the District need the location for this purpose.

Dan Schroeder presented a review of the District's Emergency Procedures by giving a Power Point Presentation. He also noted that the more detailed procedures are located on the District's website.

Item 8. Report by Trustees on meetings attended and upcoming meetings. Request for direction. Drew Meyers reported he had attended a TAC meeting in December. He noted that they reviewed the Central Valley Flood Protection Plan.

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

- (a) Review and Update Sediment Removal Project Projected Costs. – Done at this meeting. See above.
- (b) Develop Long term Expenditure Plan – done at this meeting. See above.
- (c) Review Emergency Plan at January meeting. – done at this meeting. See above.

Item 10. Discussion and direction on Short-Term and Long-Range Goals. Discussion. Language to be edited - Changed the May report that restates: "Draft Budget" to "Draft Preliminary Budget" and in September added "Approval of Final Budget."

Item 11. District Calendar. Discussion and direction. No report except that, as stated above, Trustee Panzer will not be present at the February meeting.

Item 12. Correspondence. No correspondence.

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. 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 16. Adjournment. The meeting was adjourned at 11:00 a.m.

Respectfully submitted,

**Jean L. Knight
District Secretary**