

**AGENDA FOR  
RECLAMATION DISTRICT NO. 1608  
BOARD OF TRUSTEES REGULAR MEETING  
8:00 A.M. MAY 3, 2017  
NEUMILLER & BEARDSLEE  
509 WEST WEBER AVENUE, FIFTH FLOOR  
STOCKTON, CALIFORNIA**

Call to Order. 8 A.M.

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 April 5, 2017.
3. Financial Report. Review, discuss, and accept financial report.
  - (a) 2017/2018 Draft Budget.
  - (b) Long Term Expenditure Plan.
  - (c) Cal Mutual Directors Election.
4. Engineer's Report. Request for directions and approvals.
  - (a) Consider new permits requests from homeowners.
5. Levee Superintendent Report. Request for directions and approvals.
6. Resolution 2017-02. Adopt Resolution 2017-02 Authorizing And Directing Filing Of Notice Of Exemption For Routine Maintenance For Fiscal Year 2017-2018
7. Newsletter. Request Direction.
8. Report by Trustees on meetings attended and up coming meetings. Request for direction.
9. Report and possible action on Progress of Tasks Assigned at Previous Board Meetings.
  - (a) Review and Update Sediment Removal Project Projected Costs.
  - (b) Develop Long Term Expenditure Plan
10. Discussion and direction on Short-Term and Long-Range Goals. Discussion.
11. District Calendar. Discussion and direction.
12. Correspondence.
13. Approval of Bills.
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.
15. 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.*

*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.*

**AGENDA PACKET  
RECLAMATION DISTRICT 1608  
May 3, 2017**

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

# ITEM 2

**MINUTES OF THE REGULAR MEETING OF BOARD OF TRUSTEES  
FOR RECLAMATION DISTRICT 1608  
HELD WEDNESDAY, APRIL 5, 2017**

The Regular Meeting of the Board of Trustees of Reclamation District 1608 was held Wednesday, April 5, 2017 at the law office of Neumiller & Beardslee, 509 W. Weber Avenue, 5<sup>th</sup> 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  
CHRISTOPHER NEUDECK  
JEAN KNIGHT  
JOE BRYSON  
JUDITH BUETHE  
BOB BENTZ  
DOMINECK GULLI, Owner of Property at 50 Fischer Court, Stockton, CA

**Item 1. Public Comment.** Dominic Gulli wanted to know if letters he sent were received by the District and he was informed that they were.

**Item 2. Approval of Minutes.** Minutes of the regular meeting of March 1, 2017 and the special meeting of March 1, 2017. 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 March 1, 2017 and the special meeting of March 1, 2017 were approved.

**Item 3. Financial Report.** Review, discuss, and accept financial report. Attorney Schroeder presented the financial report and noted that the District is 75% of the way through this fiscal year. There was discussion on levee subventions monies to be received for this last fiscal year (2015-2016) and Mr. Neudeck reported that he was informed that the money should be coming in the middle of June. He noted that they were trying to work on handling the funds through EFT's that could shorten the 8-10 weeks it takes to get the checks down to about 3 weeks. As seen on the current financial report, this item is noted on two lines – one for 2014-2015 monies (already received) and one for 2015-2016 monies in the amount of \$148,405 that should be coming within the next several months. After discussion,

It was moved, seconded (B. Tholborn/D. Meyers) and unanimously carried by the Board of Trustees of Reclamation District 1608 that the financial report be approved.

(a) Approval of Cal Mutuals JPRIMA Insurance Policy. Dan Schroeder presented this item and noted the premium for this policy will be \$7,342. This policy had been discussed at the December District meeting wherein the District opted to go with the Cal Mutuals JPRIMA policy. However, the renewal date needed to begin April 1<sup>st</sup> so at that meeting, a portion of the premium was paid to bring it to the current renewal date. The policy is now being presented as an annual policy with the premium amount due for a 4/1/17 – 4/1/18 policy period. After presenting, there were no questions and

It was moved, seconded (B. Tholborn/D. Meyers) and unanimously carried by the Board of Trustees of Reclamation District 1608 that the Cal Mutuals JPRIMA Insurance Policy for the period 4/1/17 – 4/1/18 be approved.

(b) Update on 2017/2018 Draft Budget. Dan Schroeder reported that Trustee Tholborn, Chris Neudeck, Jean Knight and himself met to review the budget. After this was done, attorney Schroeder sent a draft budget to everyone but noted there is still a need to review the numbers and make sure the blending of the numbers makes sense. This will be brought to the next meeting. One item that will be changed is posting charges applicable to certain new line items – especially with the engineering fees that are currently being posted to one line item. Chris Neudeck will be working on this portion of the budget.

**Item 4. Engineer’s Report. Request for directions and approvals.** Chris Neudeck went through his engineering report and discussed the FEMA Mapping issue with respect to the lakes in Lincoln Village West (Lake Lincoln and North Lake). Mr. Neudeck also reported that the information that will be submitted to FEMA will all be submitted under a letter of map revision (LOMR). Engineer Jacob Bejarano submitted a board meeting update located in the engineer’s report that gave a FEMA mapping update.

- (a) Consider new permits requests from homeowners.
- (1) Application regarding deck replacement at 3872 Fourteen Mile Drive, Stockton. Herb and Judy Hemington. They are replacing (reconstructing) an old rotted deck. The engineer’s recommend approval of the project with the following condition: The landowner must trim vegetation as part of this project on the levee landside and waterside slopes up to allow inspection of levee slopes at all times throughout the year. It was recommended that the District have the levee superintendent enforce the conditions. After discussion,

It was moved, seconded (B. Tholborn/D. Meyers) and unanimously carried by the Board of Trustees of Reclamation District 1608 that the permit application regarding deck replacement at 3872 Fourteen Mile Drive, Stockton, CA, be approved with the condition that “The landowner must trim vegetation as part of this project on the levee landside and waterside slopes up to allow inspection of levee slopes at all times throughout the year.” It was recommended that the District have the levee superintendent enforce the conditions.

- (2) Application to add additional fencing to existing encroachment permit for 6375 Embarcadero Drive, Stockton. Ed Turpin & Deepshikha Dosanji (representative Rupert Asuncion). The owners of the property wanted to have Reclamation District 1608 Board approval. The request was to seek approval to amend the Board's prior approval to reconstruct homeowner's fence along District's Easement adjacent to Marina parking lot to include additional fence that needs repair along the same alignment. The engineers recommend approval of this permit request. Mr. Neudeck noted that Mr. Ascension is very forthright and wants to replace more of the fence than previously approved. After review,

It was moved, seconded (B. Tholborn/D. Meyers) and unanimously carried by the Board of Trustees of Reclamation District 1608 that the permit application for 6375 Embarcadero Drive (Ed Turpin & Deepshikha Dosanji) to reconstruct homeowner's fence along District's Easement adjacent to Marina parking lot to include additional fence that needs repair along the same alignment, be approved.

- (b) Approve Change Order No. 1 to Erosion Repair Contract with Asta Construction Co. The change order, in the amount of \$1,786.63, is requested to approve to replace the roadway that suffered damage during the construction of the project, mostly due to the amount of truck traffic and the short turning radius's in the tight work zone. After discussion,

It was moved, seconded (B. Tholborn/D. Meyers) and unanimously carried by the Board of Trustees of Reclamation District 1608 that Change Order No. 1 for Erosion Repair Contract with Asta Construction Co. in the amount of \$1,786.63 be approved.

Mr. Neudeck reported that the engineers are continuing to see high water events with the snow melt and runoff. It changes almost daily. When it gets to high tide, they will consider additional inspections. There is a Disaster Systems Declaration that can be done and at this time they did not have enough data and detail. They are working with the Department of Water Resources. All the District can qualify for is overtime. They are uncertain as to whether they will make a FEMA claim. They prefer not to – so far a limited amount of expense. DWR does know the District had a flood season, if the District needs to pursue through FEMA, but likely it will not be worth the expense of application. He will keep the District posted. They are developing an estimate on RD1608 but, again, they prefer not to file a claim.

**Item 5. Levee Superintendent Report.** Request for directions and approvals. Joe Bryson went through the April levee report. He also asked if he could change the change the tour of the levee system from May to June, as is set out in the District's Master Calendar. He may be going on vacation but he is also concerned about run-off from the high water events. Mr. Bryson also reported that the District has a clean levee everywhere with no grasses and vegetation.

On item number 5. in his report, he is trying get the tenant's name who has done damage to the District's fence east of I-5. The management company says they are trying to evict the tenant. On item number 6. where it is reported the District has a beaver and nest east of I-5, although Mr. Bryson called the Nick Katrina of Beaver Busters about setting a trap, Mr. Katrina is concerned about setting a trap. It also appears that the property may be within the County so it was thought that Mr. Bryson could notify the County of San Joaquin and they can get rid of the beaver. Asked about getting another storage bin, Chris Neudeck said the District should be able to get one through a grant with the County but it may be later this year.

(a) Increase Maximum Amount Levee Superintendent can Pay Employees. Joe Bryson would like to have the authority to pay more to the workers the District hires. Right now the pay can go up to \$15 an hour. He said at some time Gabe Banks will be moving on as he's a hard worker and to keep him as long as he can, he would like authority to pay him more at some time. After discussion, it was decided that the cap would be raised to \$17.00 an hour. Therefore,

It was moved, seconded (B. Tholborn/D. Meyers) and unanimously carried by the Board of Trustees of Reclamation District 1608 that the District Superintendent be allowed to raise the hourly salary for the part time help up to \$17.00 an hour.

**Item 6. Newsletter.** Request Direction. Judith Buethe was present to discuss the newsletter. Additions, changes and revisions were made, along with adding the District's website to the newsletter. Several pictures will be replaced and one showing poor vision of a levee toe will be added. Ms. Buethe will revise per suggestions and send a new draft of the newsletter to attorney Schroeder who will forward it on to the Trustees and staff for review.

**Item 7. Report by Trustees on meetings attended and up coming meetings.** Request for direction. Brett Tholborn attended the budget meeting. No other meetings were attended by Trustees.

**Item 8. Report and possible action on Progress of Tasks Assigned at Previous Board Meetings.**

(a) Review and Update Sediment Removal Project Projected Costs. Chris Neudeck reported that the Levee Subventions Program is under extraordinary review at this time, where the tunnels stand, etc., and getting signals that are not good. He said some counter parts are looking at a 50/50 share of expenses.

(b) Develop Long Term Expenditure Plan. Chris Neudeck noted he has made some changes to the spreadsheets and may need to get some accounting assistance. He noted that the assumptions he has are his and again, he may need some help for a long term spending plan.

Trustee Meyers wanted to know what the basic costs were of running the District and thinks the District needs a five year budget. Mr. Schroeder said that when they bring the budget to the meeting for this next year, they could be the Long Term Expenditure Plan to look at it in conjunction with the current budget. He said he could do this.

Dominic Gulli made a comment about the sediment removal project and his property.

**Item 9. Discussion and direction on Short-Term and Long-Range Goals.** Discussion. No action.

**Item 10. District Calendar.** Discussion and direction. For the month of April, it was decided to remove the “Schedule an Annual Joint meeting with RD2017 (Brookside) and RD2119 (Wright Elmwood Tract)”.

**Item 11. Correspondence.** No correspondence.

**Item 12. Closed Session.**

- (a) CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: One (1) case. A closed session was held.

**Item 13. Adjourn from Closed Session.** Open Session Disclosure of Reportable Action. No reportable action. All trustees were present.

**Item 14. Employment Agreements.** Discussion and possible action regarding amendments to Levee Superintendent and District Secretary.

Discussion about Employment Agreements started with that of Joe Bryson. Trustees feel Mr. Bryson is doing a great job. They think under the Employment Contract that the last sentence which reads: It is anticipated that Employee will work approximately ten (10) hours per week. should be removed. Section 6. Vacation and Sick Leave should also be amended unless otherwise provided by law. Attorney Schroeder will research this. Regarding compensation, it was decided that the hourly wage be increased from \$35/hr. to \$36/hr. Therefore,

Upon motion duly made, seconded (B. Tholborn/D. Meyers) and unanimously carried by the Trustees of Reclamation District 1608 that the Employment Contract for Joe Bryson be revised as follows:

Under Section 5., remove last sentence stating: “It is anticipated that Employee will work approximately ten (10) hours per week.”

Under Section 6., this language needs to be amended unless otherwise provided by law. (will be researched by Attorney Schroeder)

Hourly Pay Rate will increase from \$35 an hour to \$36 an hour.

For Secretary Jean Knight, it was determined that the salary will change from \$640 per month to \$675 per month. The vehicle allowance in B. will remain the same. Therefore,

Upon motion duly made, seconded (B. Tholborn/D. Meyers) and unanimously carried by the Trustees of Reclamation District 1608 that the Employment Contract for Jean Knight be revised as follows:



5. Compensation:

A. Base compensation: District shall pay Secretary for services performed, except as provided in Section 5.B. below, the sum of \$675 per calendar month, plus \$250 for each meeting attended in excess of one meeting per month.

B. to remain the same.

The new contracts are effective April 1, 2017.

**Item 15. Approval of Bills.** The bills, as presented, were approved.

**Item 16. 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 17. Adjournment.** The meeting was adjourned at 10:00 a.m.

Respectfully submitted,



Jean L. Knight  
District Secretary

# ITEM 3

**RECLAMATION DISTRICT 1608  
BUDGET FOR FISCAL YEAR 2017-2018**

	<b>2017-2018</b>
<b>OPERATIONS &amp; MAINTENANCE EXPENSES</b>	
LEVEE SUPERINTENDENT	\$ 70,297
PART TIME EMPLOYEES	23,000
PAYROLL TAXES AND EXPENSES	6,300
FENCES & GATES	25,000
LOCKS & SIGNS	2,163
WEED AND RODENT CONTROL & CLEANUP	16,538
LEVEE REPAIR FUND (General Operations & Maintenance)	15,302
LEVEE REPAIR FUND (Levee Capital Improvement Projects)	250,000
PUMP SYSTEM MAINTENANCE	530
WIRELESS SERVICES (Cell and Mobile Computer)	1,804
EMERGENCY EQUIPMENT & SUPPLIES	1,000
GARBAGE SERVICE	2,546
DISTRICT VEHICLE (Fuel, Maintenance & Repairs)	6,057
	\$ 420,537
 <b>GENERAL EXPENSES</b>	
TRUSTEE FEES	\$ 6,000
SECRETARY FEES	10,000
OFFICE EXPENSES (includes storage facility)	796
GENERAL LEGAL	55,000
AUDIT	4,000
COUNTY ADMINISTRATION COSTS	7,250
LIABILITY INSURANCE	5,305
WORKERS COMPENSATION INSURANCE	9,104
AUTOMOBILE INSURANCE	2,037
ELECTION COSTS	31,500
NEWSLETTER & PUBLIC COMMUNICATIONS	10,000
	\$ 140,992
 <b>ENGINEERING EXPENSES</b>	
GENERAL ENGINEERING	\$ 15,302
PLAN REVIEW ENGINEERING	20,000
ADMINISTRATION OF DELTA LEVEE SUBVENTIONS PROGRAM	25,503
PERIODIC LEVEE PROPERTY INSPECTIONS AND SURVEYS	25,000
ROUTINE LEVEE MAINTENANCE CONSULTATION	7,651
ENGINEERING, MGMNT & INSPECTION OF CAPITAL IMP. PROJECTS	52,500
FEMA LOMR PREPARATION	
ASSESSMENT ENGINEERING	5,722
SEDIMENT REMOVAL PROJECT	
	\$ 151,678
 <b>WARRANT INTEREST EXPENSE</b>	
WARRANT INTEREST EXPENSE	\$ _____
	\$ 0
 <b>SHARED DISTRICT EXPENSE</b>	
	\$ _____
	\$ 0
<b>TOTAL EXPENSES</b>	<b>\$ 713,207</b>

**RECLAMATION DISTRICT 1608  
BUDGET FOR FISCAL YEAR 2017-2018**

	<b>2017-2018</b>
<b>INCOME</b>	
PROPERTY TAXES	\$ 204,020
INTEREST INCOME	5,101
ASSESSMENTS	298,000
SUBVENTION REIMBURSEMENT	367,861
REVENUE FROM RESERVES & EXCESS NET INCOME	400,000
REVENUE FROM REGISTERED WARRANTS	
<b>TOTAL INCOME</b>	<b>\$ 1,274,982</b>
<b>NET INCOME</b>	<b>561,775</b>
<b>EXCESS OF REVENUE OVER EXPENDITURES (SHORTAGE)</b>	<b>\$ 561,775</b>

**RESERVES**

Capital Improvement Reserve	\$ 500,000
Board-designated Reserve	\$ 900,000
Cash on Hand (Exclusive of Reserves)	\$ 364,506
Payroll Account Balance (as of June 30, 2017)	\$
<b>TOTAL CASH RESERVE (as of July 1, 2017)</b>	<b>\$ 1,786,614</b>



**NOTICE OF ANNUAL MEETING**  
**To be held JUNE 2, 2017**

To the Members of California Association of Mutual Water Companies (Cal Mutuals):

NOTICE IS HEREBY GIVEN that the Annual Meeting of the California Association of Mutual Water Companies, a California non-profit mutual benefit corporation, will be held at CaliPaso Winery in Paso Robles on **Friday, June 2, 2017** at 10:00 a.m. for the purpose of considering and acting upon the following:

The election of Directors, with the nominees as put forth by the Association's Nominating Committee for the stated terms, as follow:

Dave Michalko – three-year term, or until his successor is duly elected and qualified;  
Doug Nunneley – three-year term, or until his successor is duly elected and qualified.

Such other items as may properly come before the Association's membership.

*Only Regular Members that joined the association as of December 1, 2016 shall be entitled to notice of and to vote at the meeting.*

The Company's Proxy form is submitted herewith.

By order of the Board of Directors,

Adan Ortega, Jr., Executive Director

\*\*\*\*\*

**IMPORTANT**

YOU ARE URGED TO MARK, SIGN AND PROMPTLY RETURN YOUR PROXY SO THAT YOU VOTE IN ACCORDANCE WITH YOUR WISHES AND IN ORDER THAT THE PRESENCE OF A QUORUM MAY BE ASSURED. THE GIVING OF SUCH PROXY DOES NOT AFFECT YOUR RIGHT TO VOTE IN PERSON IN THE EVENT YOU ATTEND THE MEETING.

PLEASE INDICATE YOUR INTENTION OF ATTENDANCE ON THE PROXY FORM. A POSTAGE-PAID RETURN ENVELOPE IS ENCLOSED FOR YOUR CONVENIENCE IN RETURNING YOUR SIGNED PROXY.

THE UNIVERSITY OF CHICAGO

PH.D. THESIS

BY

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THE UNIVERSITY OF CHICAGO

PH.D. THESIS

BY



**CALIFORNIA ASSOCIATION OF MUTUAL WATER COMPANIES  
PROXY FOR ANNUAL MEETING - JUNE 2, 2017**

(Name of Member) \_\_\_\_\_ hereby authorizes Jim Byerrum, Director of the California Association of Mutual Water Companies, to vote on behalf of

(Name of Member) \_\_\_\_\_ at the Annual Meeting of the California Association of Mutual Water Companies, to be held on **June 2, 2017**, for the election of the herein named nominees to serve on the Association's Board of Directors.

**Please check the box next to each nominee's name and/or write-in the name of a candidate whom you desire the Proxy Holder to cast a vote.** There are three (3) vacancies on the board and two (2) candidates listed. You may vote for the named candidates and/or write-in the name of a candidate for whom you wish to cast your vote. Failure to check any boxes means that the Proxy Holder shall determine which nominees for whom to cast your vote. Please check the box below the names listed if you desire to have the Proxy Holder withhold your vote.

- Dave Michalko – three year term;
- Doug Nunneley - three year term;
- \_\_\_\_\_.

Withhold my vote for any nominee through whose name I have drawn a line.

Dated \_\_\_\_\_, 2017

\_\_\_\_\_  
[Authorized Officer or Employee]

\_\_\_\_\_  
[Authorized Officer or Employee]

**INSTRUCTIONS:** To be valid, this proxy should be dated, signed, and returned promptly in the enclosed envelope and signed by the authorized Officer and/or Employee of the corporation (**1 signature required; 2 signatures if possible**). This proxy shall be valid only for the 2017 Annual Meeting of the California Association of Mutual Water Companies and shall cease to be valid upon the final conclusion of that meeting. This proxy may be revoked by written notice provided to the Association's Executive Director, by a subsequent proxy executed by the member or by attendance in person and voting at the 2017 Annual Meeting.

**Please RSVP below and mail and/or email scanned copy of completed form to:  
1400 N. Harbor Blvd., Ste. 510, Fullerton, CA 92835 or [Denise@CalMutuals.org](mailto:Denise@CalMutuals.org)**

I/we plan to attend the meeting.  I/we do not plan to attend the meeting.

Name of Attendee (s): \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

For questions, please call (714) 449-8403 or email [Denise@CalMutuals.org](mailto:Denise@CalMutuals.org)

# ITEM 6



**RECLAMATION DISTRICT NO. 1608  
RESOLUTION 2017-02**

**RESOLUTION AUTHORIZING AND DIRECTING FILING OF NOTICE OF  
EXEMPTION FOR ROUTINE MAINTENANCE, FOR FISCAL YEAR 2017-2018**

WHEREAS, the Board of Trustees ("Board") of Reclamation District 1608 ("District"), in conjunction with, but not limited to, that certain Delta Levee Maintenance Subventions Program Work Agreement Fiscal Year 2017-2018 ("Agreement"), between the District and the Central Valley Flood Protection Board of the State of California ("Protection Board") has determined that the work described therein consists of routine maintenance to existing levee improvements;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. All repair of wave wash and erosion protection, all levee crown restoration which is not in excess of the 100 year flood elevation plus (2) two feet and all levee section restoration including adding material to back slopes, construction of toe berms and construction of seepage berms, drains and other measures to control seepage exit gradients to less than 0.5 and including the work described in the Fiscal Years 2017-2018 Delta Levee Subventions Program Applications consists of routine maintenance to existing levee improvements and falls within the categorical exemptions to the California Environmental Quality Act pursuant to Section 15301 (Class I) of the Guidelines for the California Environmental Quality Act, California Administrative Code of Regulations, Title 14, Chapter 3, Article 19.
2. The District finds the proposed work will not have a material adverse effect upon the environment.
3. That said work does not constitute an exception to the exemptions of the California Environmental Quality Act.
4. That Christopher H. Neudeck is hereby directed to prepare and file with the County Clerk of San Joaquin County for posting, a "Notice of Exemption" pursuant to California Administrative Code, Title 14, Chapter 3, Section 15062.

PASSED AND ADOPTED by the Board of Trustees of Reclamation District No. 1608 at a meeting thereof held on this 3rd day of May, 2017, 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 May, 2017.

Dated: \_\_\_\_\_, 2017.

\_\_\_\_\_  
JEAN KNIGHT, Secretary  
Reclamation District No. 1608

# **ITEM 10**

**SHORT TERM GOALS**  
**May 3, 2017**

1. Sediment Removal Project.
2. Participate in County TAC and stakeholder groups. Status: Ongoing.
3. Work on slumping areas. In progress.
4. Monitor SJAFCA meetings re Calaveras and Fourteen Mile Slough uncertified levees.
5. Vegetation encroachments
6. Annual Levee Inspection.
7. FEMA Levee Certification

**LONG TERM GOALS**

8. CVFP Plan

# ITEM 11

## RD 1608: MASTER CALENDAR

### JANUARY

- Update Levee Property DVD

### FEBRUARY

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

### MARCH

- Yearly Employee Evaluations
- Submit Verification Request Form (VRF) for the Annual Levee Maintenance Project to the California Department of Fish & Game.
- Submit payment to the California Department of Fish & Game for prior year Levee Maintenance Project(s).
- Spring Newsletter

### APRIL

- April 1: Form 700s due
- Letter to Property owners on levee regarding levee standards and permit requirements

### MAY

- Draft Budget
- Annual Department of Fish & Wildlife Maintenance Agreement Renewal.
- Tour of Levee System

### 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
- Adopt the Preliminary Budget

### JULY

- Adopt Resolution for setting Appropriations and submit to County Assessor's Office.
- Follow up with FEMA on Certification Letter (2015 only).

### AUGUST

- August 1: Deadline to certify assessments for tax-roll and deliver to County (duration of current assessment: FY 2025).
- 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*)
- Submit End of the Year Financial Report.

**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*).
- Adopt Final Budget

**OCTOBER**

- Publish Notice of Election, odd numbered years (once per week, 4 times, commencing at least 1 month prior to election.)
- Fall Newsletter.
- Update District Information Sheet.
- Review District Emergency Supplies
- Emergency Plan Review in 2018 (every three years thereafter)

**NOVEMBER**

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

**DECEMBER**

- Review Emergency Plan.
- New Trustee(s) take office, outgoing Trustee(s) term(s) end on first Friday of each odd-numbered year.
- Provide updated version of electronic copies of properties within District

**Term of Current Board Members:**

<b>Name</b>	<b>Term Commenced</b>	<b>Term Ends</b>
Drew Meyers	2013	First Friday of Dec 2017
Brett Tholborn	2015	First Friday of Dec 2019
Michael Panzer	2015	First Friday of Dec 2019

**Assessment Expires 6/30/2025**

**Reclamation District Meetings**

- **First Wednesday of each month, at 8:00 A.M.  
at the offices of:  
Neumiller & Beardslee  
509 W. Weber Avenue, Suite 500  
Stockton, California 95242**