

**AGENDA FOR  
RECLAMATION DISTRICT NO. 1608  
BOARD OF TRUSTEES REGULAR MEETING  
8:00 A.M. OCTOBER 4, 2017  
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 meetings of August 29, 2017, September 13, 2017, and September 22, 2017.
3. Financial Report. Review, discuss, and accept financial report.
  - (a) Adopt Final 2017-2018 Budget.
4. Engineer's Report. Request for directions and approvals.
  - (a) Consider new permits requests from homeowners.
  - (b) Sediment Removal Project.
  - (c) Emergency Plan Update
5. Levee Superintendent Report. Request for directions and approvals.
6. Trustee Election. Select polling place, Election Board compensation, and provide direction regarding additional notices.
7. Newsletter. Discuss timing for the next Newsletter.
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.
10. Discussion and direction on Short-Term and Long-Range Goals.
11. District Calendar. Discussion and direction.
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.
13. Adjourn from Closed Session. Open Session Disclosure of Reportable Action.
14. Correspondence.
15. Approval of Bills.
16. Staff Reports.

*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.*

(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.

17. 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  
October 4, 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.	Self-explanatory.
7.	Please see attached.
8.	Self-explanatory.
9.	Self-explanatory.
10.	Please see attached.
11.	Please see attached.
12.	Self-explanatory.
13.	Self-explanatory.
14.	Please see attached.
15.	Self-explanatory.
16.	Self-explanatory.
17.	Self-explanatory.

# ITEM 2

**MINUTES OF THE REGULAR MEETING OF BOARD OF TRUSTEES  
FOR RECLAMATION DISTRICT 1608  
HELD TUESDAY, AUGUST 29, 2017**

The Regular Meeting of the Board of Trustees of Reclamation District 1608 was held Tuesday, August 29, 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  
BRETT THOLBORN

**OTHERS PRESENT WERE:**

DANIEL J. SCHROEDER  
ANDY PINASCO  
CHRISTOPHER NEUDECK  
JEAN KNIGHT  
JOE BRYSON  
DAN MC DONNELL – (homeowner)

**ABSENT WAS:**

DREW MEYERS

**Item 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. Trustee Panzer brought up the flooding in the Houston, Galveston, and Corpus Christi areas in Texas due to Hurricane Harvey and said this is something we all need to keep in mind and the damages that can occur when these kind of weather conditions occur. Just a reminder that these kinds of things do happen and the District needs to be vigilant in doing its part.

**Item 2. Approval of Minutes.** Minutes of the regular meeting of July 12, 2017. After review,

It was moved, seconded (B. Tholborn/M. Panzer) and unanimously carried by the Board of Trustees of Reclamation District 1608 that the minutes of the regular meeting of July 12, 2017 were approved as read.

**Item 3. Financial Report.** Review, discuss, and accept financial report. Jean Knight presented the financial reports. She noted that they were for the first two months of the new fiscal year and include the new budget with new line items. One question arose as to assessment monies reported and Ms. Knight said she would check with the Auditor's office.

It was moved, seconded (B. Tholborn/M. Panzer) and unanimously carried by the Board of Trustees of Reclamation District 1608 that the Financial Reports be approved.

- (a) Report on RD 17 Litigation Appeal. Dan Schroeder reported on this item and said that the Supreme Court opted not to take on the matter. Below is an excerpt from the May 3, 2017 meeting minutes discussing the lawsuit status at that time.

Mr. Schroeder discussed a lawsuit between Manteca Unified School District vs. Reclamation District 17 dealing with Proposition 218. The school district did not want to pay Proposition 218 assessments and filed the lawsuit against Reclamation District 17 who was having a Proposition 218 hearing. The school district prevailed in Superior Court. However, Reclamation District 17 appealed this decision and won the appeal. There could be a chance this decision could be appealed to the State Supreme Court but Mr. Schroeder said the school district would need to file a Petition and he is of the opinion that the Supreme Court would not accept the Petition.

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

August 3, 2017 (Secretary took warrants to Trustees for approval and signature)

JEAN L. KNIGHT, #5938, Secretarial Fee, Two Meetings.....	725.00
NEUMILLER & BEARDSLEE, #5939, Inv. #286121 .....	2,249.37
PAUL E. VAZ TRUCKING, INC., #5940, Inv. #s 50429 & 50430.....	14,593.96
DINO & SON DITCHING SERVICE, #5941, Inv. #17-72.....	6,295.00
PG&E, #5941, Electrical.....	32.81
KJELDEN, SINNOCK & NEUDECK, #5931, Inv. #s 21271-21277.....	8,743.69
PAUL E. VAZ TRUCKING, INC., #5944, Inv. #s 50604, 50605, 50592 & 50893 .....	14,627.37

August 29, 2017 (Meeting)

MICHAEL PANZER, #5945, Trustee Fee .....	100.00
DREW MEYERS, #5946, Trustee Fee	
BRETT THOLBORN, 5947, Trustee Fee .....	100.00
JEAN L. KNIGHT, #5948, Secretarial Fee .....	725.00
NEUMILLER & BEARDSLEE, #5949, # 286682 .....	1,640.81
CROCE & COMPANY, #5950, Inv. # 06783.....	414.75
KJELDEN, SINNOCK & NEUDECK, #s 21410-21415 .....	9,388.00
PAUL E. VAZ TRUCKING., INC., #5952, Inv. #s 51072-51-75, 51159-51160 & 51430-51437.....	23,833.72
PG&E, #5953, Electrical, Stone River.....	22.64
S/M LANDSCAPE AND MAINTENANCE, #5954, Clearing/Gravel Work .....	350.00

Timesheets for the following employees were submitted and checks in payment of same, were approved:

July, 2017

FERNANDO FLORES, #1318, 7/1/17 - 7/15/15 .....	332.15
MICHAEL MURRIETA, JR., #1319, 7/1/17 - 7/15/17 .....	294.78
JOE BRYSON, #1320, 7/1/17 – 7/31/17 Salary.....	3,487.64

FERNANDO FLORES, #1321, 7/16/17 - 7/31/17 .....300.92  
 MICHAEL MURRIETA, JR., #1322, 7/16/17 - 7/31/17 .....380.35

August, 2017

FERNANDO FLORES, #1323, 8/1/17 - 8/15/17 .....121.25  
 MICHAEL MURRIETA, JR., #1324, 8/1/17 - 8/15/17 .....433.71

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

State Government, Payroll Taxes, July Salary.....298.43  
 Federal Government, Payroll Taxes, July Salary.....1,903.30

Electronic Payments were made to the following:

Bank of Stockton Visa Card .....2,037.58  
 State Compensation Insurance Fund, Workers Compensation premium .....569.58

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

(a) Consider new permit requests from homeowners.

1. 6201 Embarcadero Drive, Index No 17, Lot 1159, APN 098-370-01, permit for landscaping requested. Mr. Neudeck said that drawings of the property are not adequate and they are frustrated and said at this time, they could not approve the permit request and did not wish to do a conditional request as was suggested in the engineer’s report. At this point, due to the inadequacies of the permit and drawings, it was decided that the District consider holding a special meeting to discuss this permit request along with the agenda item relating to the sediment removal project, as attorney Schroeder mentioned that this agenda item could not be discussed at this meeting as Trustee Meyers was not present and Trustee Tholborn has a conflict. The Trustees present thought this could work out and Attorney Schroeder’s secretary communicate with the Trustees and staff to schedule this meeting.
  
2. 3837 Fort Donelson Drive, Index No. 112, Lot 2253, APN 098-080-43, permit for a fence requested. The engineers have recommended approval of this permit application for an open type, see through fence construction on the toe of the levee. Therefore,

Upon motion duly made, seconded (B. Tholborn/M. Panzer) and unanimously carried, the Trustees of Reclamation District approved the permit for an open type, see through fence construction on the toe of the levee at 3827 Fort Donelson Drive, Index No. 112, Lot 2253, APN 098-080-43 for David and Nancy Oberholtzer.

II. FEMA mapping status: (Engineer’s Report)

Mr. Neudeck reported on the request made by FEMA through Daven Patel, MT-2 Technical Manager, that San Joaquin County is affected by the revision requested by the District. FEMA is asking that the engineers provide community acknowledgment in the form of a letter stating that the county has reviewed the revision request and understands the effects of the revision on flooding conditions in the community, and that any existing or proposed structures to be removed from the Special Flood Hazard Area, the area that would be inundated by the flood having a 1-percent chance of being equaled or exceeded in any given year (base flood) are reasonably safe from flooding and in the alternative, that an Application/Certification Form 1, entitled "Overview & Concurrence Form," signed by a county official. This whole request concerns the engineers as the last time this kind of thing was requested, the County asked for a peer reviewer and it took 6 months. Mr. Neudeck states, we are on the finish line and he gets this type of comment from the County. He noted that Mr. Buckman is the deputy director (John McGuire was laid off and is no longer there) and also said that the only person there is a Junior who doesn't understand the whole process. He said, it's just another hold-up and questions such as what to do you want me to transmit – do they want them electronically or hard copy. Also, who is going to pay for the peer reviewer? These concerns will be addressed further by the engineers and a report back on the status will be forthcoming.

III. Sediment Removal Project. Not discussed at this meeting – see above. (Engineer's Report)

IV. Southwest Levee Raising Project – Mr. Neudeck asked if the District wanted to start identifying these improvements. He said that maybe an appraiser would be helpful as there could be a problem with diminishment of property value. He needs help in directing him moving down this path. Will most be docks that will get replaced? Will they allow docks with rock underneath them? Do we build the dock or does homeowner do it and District reimburse? He said he needs to have a workshop with counsel and would like to move on this and that the District has to keep this on the front burner along with the sediment removal project. Dan Schroeder and Chris Neudeck said they will be meeting and discussing in further detail.

- (b) Authorize engineer to proceed with sediment removal project consultant contracts to perform design, survey, mapping environmental conditions and permitting.
- (c) Discussion and direction regarding sediment removal project disposal site issues.

Both of the above items will be discussed at a special meeting to be arranged for 1-2 weeks from this meeting.

**Item 5. Levee Superintendent Report.** Request for directions and approvals. Joe Bryson presented the report. On item 4., Plymouth and Swain – the fence was cut. Also there was a lot of graffiti under the freeway. He reported on some AT&T cable in ground and it goes up above. Is it still permitted, is it a hazard for the District - should he work around it? He doesn't want to chop off people's phones. It was suggested he get a photo and more information and ask Johnny Mack what he recalls. On Item 10, it is within District's easement and also make sure homeowner consents to work

**Item 6. Subventions Agreement.** Adopt Resolution 2017-06 Approving and Authorizing Execution of Delta Levee Maintenance Subventions Program Work Agreement Fiscal Year 2017-2018. Dan Schroeder reported on this item. If Trustees choose to participate in the Levee Subventions Program, he is asking that the District allow Trustee Panzer to sign documents. After discussion,



It was moved, seconded (B. Tholborn/M. Panzer) and unanimously carried by the Trustees of Reclamation District 1608 that Resolution 2017-06 Approving and Authorizing Execution of Delta Levee Maintenance Subventions Program Work Agreement Fiscal Year 2017-2018 be approved and that President Panzer execute the documents on behalf of the District.

**Item 7. CEQA Exemption. Adopt Resolution 2017-07 Authorizing and Directing Filing of Notice of Exemption For Routine Maintenance. For Fiscal Year 2017-2018.** After discussion

It was moved, seconded (B. Tholborn/M. Panzer) and unanimously carried by the Trustees of Reclamation District 1608 that Resolution 2017-07 Approving and Authorizing and Directing Filing of Notice of Exemption for Routine Maintenance, for Fiscal Year 2017-2018 be approved.

**Item 8. District Website. Approve contract with MAYACO to update District website.** Dan Schroeder reported on this item and said that the District's website is becoming unmanageable because of the amount of documents. It needs to be made easier for constituents to navigate it. He asked attorney Pinasco to do some research. A bid came in at a not to exceed \$2,500 to update the website. If a District has a website, the agendas have to have the most current agenda on the top of the list. Websites also need to be ADA compliant – in a design that meets the current standards of the ADA. The law firm of Neumiller & Beardslee currently does the monthly updates of the website. After discussion,

It was moved, seconded (B. Tholborn/M. Panzer) and unanimously carried by the Trustees of Reclamation District 1608 that the proposed contract to update the District website with MAYACO be approved with a cost not to exceed \$2,500.

**Item 9. Report by Trustees on meetings attended and upcoming meetings. Request for direction.** No report.

**Item 10. Report and possible action on Progress of Tasks Assigned at Previous Board Meetings.** No report.

**Item 11. Discussion and direction on Short-Term and Long-Range Goals.** No additional changes.

**Item 12. District Calendar. Discussion and direction.** Mr. Schroeder noted that the District is up to date for the hand bills for assessments due the District from public agencies. Looking at the calendar, it was noted that this year is an election year. Trustee Meyers' term will be expiring. There will be no regular meeting in September. The next regular meeting will be the first week in October.

As noted above, the Sediment Removal and permit application for Arrendondo will be handled through a Special Meeting to be scheduled for September and will require the presence of Trustee Meyers as Trustee Tholborn has a conflict of interest as reported in prior meetings.

**Item 13. Correspondence.** None.

**Item 14. Approval of Bills.** The bills, as presented, were approved.

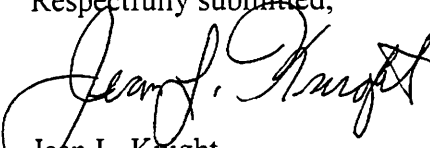
**Item 15. Staff Reports.**

- (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 9:15 a.m.

Respectfully submitted,



Jean L. Knight  
District Secretary

**MINUTES OF THE SPECIAL MEETING OF BOARD OF TRUSTEES  
FOR RECLAMATION DISTRICT 1608  
HELD WEDNESDAY, SEPTEMBER 13, 2017**

The Special Meeting of the Board of Trustees of Reclamation District 1608 was held Wednesday, September 13, 2017 at the law office of Neumiller & Beardslee, 509 W. Weber Avenue, 5<sup>th</sup> Floor, Stockton, California, at the hour of 1:30 p.m.

**TRUSTEES PRESENT WERE:**

MICHAEL PANZER  
DREW MEYERS

**OTHERS PRESENT WERE:**

DANIEL J. SCHROEDER  
ANDY PINASCO  
CHRISTOPHER NEUDECK  
JOE BRYSON  
DOMINIQUE GULLI – (homeowner)

**ABSENT**

BRENT THOLBORN  
JEAN KNIGHT

**Item 1. Public Comment.** Under Government Code Section 54954.3, members of the public may address the Board on any item on the agenda as it is taken up. Mr. Gulli commented on election issue. He was directed to the notice published in the Stockton Record.

**Item 2. Engineer's Report.** Request for directions and approvals.

- (a) Consider new permit requests from homeowners. 6201 Embarcadero Drive, Index No 17, Lot 1159, APN 098-370-01, permit for landscaping requested. Mr. Neudeck reported that he had received the completed permit application with acceptable plans from the homeowners addressing his prior concerns. He recommended approving the permit.

It was moved, seconded (D. Meyer/M. Panzer) and unanimously carried by the Board of Trustees of Reclamation District 1608 that the permit application was approved with the conditions recommended by Mr. Neudeck.

- (b) Authorize engineer to proceed with sediment removal project consultant contracts to perform design, survey, mapping environmental conditions and permitting. Mr. Neudeck reported on sediment removal project and the process on the permitting process with the design team. He discussed the disposal site and the problem with the original disposal/dewatering site due to it potentially being

unsuitable due to changes in conditions at the site. One alternative location is the Port of Stockton which already has a disposal site it uses for dredge spoils. The district would have to indemnify the port for any damage that occurred. District and port would have to enter into a disposal agreement and demonstrate that the spoils would not cause a problem. He then reported on the cost estimates contained in his August 29, 2017 letter to the District. He reported on the number of permits that will be pursued and the agencies where the permits will come from. He reported on the cost estimates in the proposal and the goal of getting the project started and completed in 2018. Mr. Neudeck requested that the Board authorize him to engage consultants set forth in the engineering proposed estimates. Mr. Gulli commented on cost issues and the proportion of costs attributable to the District Engineer and suggested contacting dredge operators for cost comparisons. He also threatened to sue District for not doing a request for qualification for the engineering services being provided by the District Engineer.

It was moved, seconded (D. Meyer/M. Panzer) and unanimously carried by the Board of Trustees of Reclamation District 1608 that the District Engineer was authorized to move forward with the engineering and permit applications for the project.

**Item 3. District Website.** Approve contract with MAYACO to update District website. Mr. Pinasco reviewed the proposed revisions to the District's website and the proposal from MAYACO to perform the work. He also requested authority to make changes to the hosting service with GODADDY to address the need for additional changes in the website.

It was moved, seconded (D. Meyer/M. Panzer) and unanimously carried by the Board of Trustees of Reclamation District 1608 approving the contract with MAYACO, authorizing the President to sign the contract, and authorize staff to make necessary changes to the hosting of the site with GODADDY.

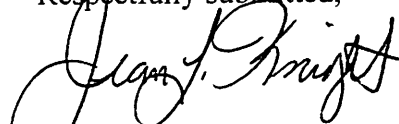
**Item 4. Approval of Bills.** None.

**Item 5. 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 twenty-four (24) hours preceding the meeting.

**Item 6. Adjournment.** The meeting was adjourned at 2:24 p.m.

Respectfully submitted,



Jean L. Knight  
District Secretary

**MINUTES OF THE SPECIAL MEETING OF BOARD OF TRUSTEES  
FOR RECLAMATION DISTRICT 1608  
HELD FRIDAY, SEPTEMBER 22, 2017**

The Special Meeting of the Board of Trustees of Reclamation District 1608 was held Friday, September 22, 2017 at the law office of Neumiller & Beardslee, 509 W. Weber Avenue, 5<sup>th</sup> Floor, Stockton, California, at the hour of 1:30 p.m.

**TRUSTEES PRESENT WERE:**

MICHAEL PANZER  
DREW MEYERS

**OTHERS PRESENT WERE:**

DANIEL J. SCHROEDER  
ANDY PINASCO  
JOE BRYSON  
RHONDA OLMO  
DOMINICK GULLI

**ABSENT:**

JEAN KNIGHT  
BRETT THOLBORN  
CHRISTOPHER NEUDECK

**Agenda Items:**

**Item 1. Public Comment.** Under Government Code Section 54954.3, members of the public may address the Board on any item on the agenda as it is taken up.

No comments were heard at this time. President Panzer indicated that during a Special Meeting that comments would be heard as each agenda item is presented below.

**Item 2. Trustee Election.** Discussion, approval and direction regarding the Election of Trustee.

- a) Selection of November 7, 2017, election date and polling place within or near the District pursuant to *Water Code* § 50730 or selection of mail ballot election by adopting Resolution 2017-08 pursuant to *Water Code* § 50707.

Attorney Dan Schroeder said that the election code states in this case that the district's election must fall on November 7, 2017. He said that the board has been advised that if they have a contested election that a couple of things need to be decided:

1. If a polling place is desired, the district is required to have their polling hours between at least 10:00 a.m. and 4:00 p.m. Exact polling hours need to be determined.
2. The water code for reclamation districts gives the Trustees the option of doing a mail ballot election. A mail ballot election would mean that there would be no polling place and everyone would receive their ballots in the mail and would have to mail or deliver them back. Mr. Schroeder said this option does not have to be followed, that it is just an option that is available for consideration.

Attorney Schroeder asked if anyone had questions.

Trustee Meyers confirmed the election date of November 7, 2017. Attorney Schroeder said that if the board decides on a mail ballot election that November 7<sup>th</sup> would not be the date and another date would need to be picked. Attorney Schroeder said he would recommend November 9, 2017 as the mail ballot date. Trustee Meyers stated that when he ran for office that there was a polling place and he felt that was helpful for the public.

Mr. Gulli asked if candidates have a say as to which way the voting is held. President Panzer said Mr. Gulli is welcome to make his comment but that the Trustees vote on this issue.

Mr. Gulli asked if a general election was also being held on November 7<sup>th</sup> this year. President Panzer said no general/primary election will be held this year on that date.

Mr. Gulli also asked if votes could be delivered to the polling location or if voters have to personally show up and fill out their ballot when they arrive. Attorney Schroeder said there is a procedure for a proxy which a person could go through (he indicated he is not prepared to discuss this process at this meeting). Attorney Schroeder said that Mr. Gulli could look under *Water Code* §50730 for answers to this question.

Upon no more comments/questions:

It was moved, seconded (D. Meyers/M. Panzer) and unanimously carried by the Board of Trustees of Reclamation District 1608 that a polling location be used for the November 7, 2017 election.

Attorney Schroeder indicated that his office is currently looking for a polling location and is waiting to get a response back from the person at the school district that is in charge of arranging this. He should have options for polling locations at the next board meeting in two weeks.

b) Selection of hours of poll(s) for the election pursuant to *Water Code* § 50705.

Attorney Schroeder stated that the polling place must be open between the hours of 10:00 a.m. and 4:00 p.m. However, the board has the ability to begin as early as 7:00 a.m. and close the polls as late as 8:00 p.m. Attorney Schroeder said he believes that for the last district election that the hours of 7:00 a.m. to 7:00 p.m. were used. President Panzer indicated he prefers the extra time. Trustee Meyers agreed.

It was moved, seconded (D. Meyers/M. Panzer) and unanimously carried by the Board of Trustees of Reclamation District 1608 that the polling hours for the November 7, 2017 election be from 7:00 a.m. to 7:00 p.m.

- c) Recommendations to San Joaquin County Board of Supervisors for appointment of Election Board pursuant to *Water Code* § 50700 et seq.

Attorney Schroeder indicated that since the district is conducting their own election that they need to have election officials. He had three individuals he recommended to the Trustees. These individuals have prior election experience. He also stated that the election is completely transparent and that the public will have the ability to observe the openings of the ballots.

Election officials recommended by Attorney Schroeder:

Inspector: Andrew J. Pinasco  
Judge: Jean L. Knight  
Judge: Rhonda L. Olmo

Attorney Schroeder presented Resolution 2017-08 (Resolution Nominating Individuals to the Election Board, Authorizing Preparation of the Certified Assessment Roll, and Direct Officials to Prepare Appropriate Notices and Documents for 2017 District Trustee Election) for the board to adopt. He said this resolution will then be forwarded to the Board of Supervisors for them to make the formal appointment.

It was moved, seconded (D. Meyers/M. Panzer) and unanimously carried by the Board of Trustees of Reclamation District 1608 that the Board approve the election officials and adopt Resolution 2017-08 - Resolution Nominating Individuals to the Election Board, Authorizing Preparation of the Certified Assessment Roll, and Direct Officials to Prepare Appropriate Notices and Documents for 2017 District Trustee Election.

- d) Preparation and certification of appropriate tax roll pursuant to *Water Code* § 50701.

Attorney Schroeder stated that the Water Code requires that the board prepare and certify an appropriate tax roll. He said this is the basis to use to determine who gets the ballots and who gets the vote. This needs to be done regardless of whether the district holds a polling place or mail ballot election. Attorney Schroeder recommended that the board direct the district's engineer to prepare and certify the tax roll.

It was moved, seconded (D. Meyers/M. Panzer) and unanimously carried by the Board of Trustees of Reclamation District 1608 that the board direct the district's engineer to prepare and certify the tax roll.

- e) Publishing of Election Notices pursuant to *Water Code* §§ 50731.5, 50732.

Attorney Schroeder said that the district is required to publish an Election Notice to notify the public of the election. This needs to be done at least weekly, four weeks before the election. Once a polling location is established that information will be included in the Notice.

It was moved, seconded (D. Meyers/M. Panzer) and unanimously carried by the Board of Trustees of Reclamation District 1608 that the board direct the preparation of the Notice.

f) Direction to district engineer regarding election.

Attorney Schroeder stated that someone needs to prepare the ballots and someone needs to have the equipment in order to do the tallies. He recommended that the district engineer's office do this. Mr. Neudeck's office has done them on numerous elections that Attorney Schroeder has been involved with, and they have the expertise and experience.

It was moved, seconded (D. Meyers/M. Panzer) and unanimously carried by the Board of Trustees of Reclamation District 1608 that the board direct the district engineer to prepare the ballots and assist in the election.

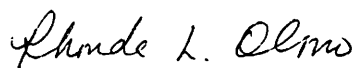
**Item 3. Staff Reports.**

(a) Attorney. The Agenda for this meeting was posted on the window outside the meeting at 509 West Weber Avenue, Stockton, California, at least twenty-four (24) hours preceding the meeting.

**Item 4. Adjournment.**

The meeting was adjourned at 1:43 p.m.

Respectfully submitted,



Rhonda L. Olmo for  
Jean Knight, District Secretary



# ITEM 3

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

	<u>2017-2018</u>
<b>OPERATIONS &amp; MAINTENANCE EXPENSES</b>	
LEVEE SUPERINTENDENT	\$ 70,500
PART TIME EMPLOYEES	23,000
PAYROLL TAXES AND EXPENSES	6,300
FENCES & GATES	25,000
LOCKS & SIGNS	1,500
WEED AND RODENT CONTROL & CLEANUP	14,000
LEVEE REPAIR FUND (General Operations & Maintenance)	15,000
LEVEE REPAIR FUND (Levee Capital Improvement Projects)	250,000
SPECIAL PROJECTS (Sediment Removal Project)	0
PUMP SYSTEM MAINTENANCE	1,000
WIRELESS SERVICES (Cell and Mobile Computer)	1,800
EMERGENCY EQUIPMENT & SUPPLIES	1,000
GARBAGE SERVICE	3,000
DISTRICT VEHICLE (Fuel, Maintenance & Repairs)	6,000
	<u>\$ 418,100</u>
<b>GENERAL EXPENSES</b>	
TRUSTEE FEES	\$ 6,000
SECRETARY FEES	10,000
OFFICE EXPENSES (includes storage facility)	1,000
GENERAL LEGAL	55,000
AUDIT	4,000
COUNTY ADMINISTRATION COSTS	7,250
LIABILITY INSURANCE	6,000
WORKERS COMPENSATION INSURANCE	13,000
AUTOMOBILE INSURANCE	2,400
ELECTION COSTS	31,500
NEWSLETTER & PUBLIC COMMUNICATIONS	10,000
	<u>\$ 146,150</u>
<b>ENGINEERING EXPENSES</b>	
GENERAL ENGINEERING	\$ 15,500
PLAN REVIEW ENGINEERING	20,000
ADMINISTRATION OF DELTA LEVEE SUBVENTIONS PROGRAM	25,500
PERIODIC LEVEE PROPERTY INSPECTIONS AND SURVEYS	25,000
ROUTINE LEVEE MAINTENANCE CONSULTATION	7,500
ENGINEERING, MGMNT & INSPECTION OF CAPITAL IMP. PROJECTS	52,500
FEMA LOMR PREPARATION	2,500
ASSESSMENT ENGINEERING	5,800
SEDIMENT REMOVAL PROJECT	452,800
	<u>\$ 607,100</u>
<b>WARRANT INTEREST EXPENSE</b>	
WARRANT INTEREST EXPENSE	\$ <u>0</u>
<b>TOTAL EXPENSES</b>	<u><b>\$ 1,171,350</b></u>

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

	<u>2017-2018</u>
<b>INCOME</b>	
PROPERTY TAXES	\$ 204,020
INTEREST INCOME	9,500
ASSESSMENTS	298,000
SUBVENTION REIMBURSEMENT	348,298
OTHER REIMBURSABLE EXPENSES	22,000
<b>TOTAL INCOME</b>	<b>\$ 881,818</b>
<b>NET INCOME</b>	
	<b>-289,532</b>
<b>EXCESS OF REVENUE OVER EXPENDITURES (SHORTAGE)</b>	
	<b>\$ -289,532</b>

**RESERVES**

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

**RECLAMATION DISTRICT 1608  
FINAL (PROPOSED) BUDGET FOR FISCAL YEAR 2017-2018**

	<u>2017-2018</u>
<b>OPERATIONS &amp; MAINTENANCE EXPENSES</b>	
LEVEE SUPERINTENDENT	\$ 70,500
PART TIME EMPLOYEES	23,000
PAYROLL TAXES AND EXPENSES	6,300
FENCES & GATES	25,000
LOCKS & SIGNS	1,500
WEED AND RODENT CONTROL & CLEANUP	14,000
LEVEE REPAIR FUND (General Operations & Maintenance)	65,000
LEVEE REPAIR FUND (Levee Capital Improvement Projects)	200,000
SPECIAL PROJECTS (Sediment Removal Project)	0
PUMP SYSTEM MAINTENANCE	1,000
WIRELESS SERVICES (Cell and Mobile Computer)	1,800
EMERGENCY EQUIPMENT & SUPPLIES	1,000
GARBAGE SERVICE	3,000
DISTRICT VEHICLE (Fuel, Maintenance & Repairs)	6,000
	<u>\$ 418,100</u>
<b>GENERAL EXPENSES</b>	
TRUSTEE FEES	\$ 6,000
SECRETARY FEES	10,000
OFFICE EXPENSES (includes storage facility)	1,000
GENERAL LEGAL	55,000
AUDIT	4,000
COUNTY ADMINISTRATION COSTS	7,250
LIABILITY INSURANCE	6,000
WORKERS COMPENSATION INSURANCE	13,000
AUTOMOBILE INSURANCE	2,400
ELECTION COSTS	31,500
NEWSLETTER & PUBLIC COMMUNICATIONS	10,000
	<u>\$ 146,150</u>
<b>ENGINEERING EXPENSES</b>	
GENERAL ENGINEERING	\$ 15,500
PLAN REVIEW ENGINEERING	20,000
ADMINISTRATION OF DELTA LEVEE SUBVENTIONS PROGRAM	25,500
PERIODIC LEVEE PROPERTY INSPECTIONS AND SURVEYS	25,000
ROUTINE LEVEE MAINTENANCE CONSULTATION	7,500
ENGINEERING, MGMNT & INSPECTION OF CAPITAL IMP. PROJECTS	52,500
FEMA LOMR PREPARATION	16,500
ASSESSMENT ENGINEERING	5,800
SEDIMENT REMOVAL PROJECT	468,000
	<u>\$ 636,300</u>
<b>WARRANT INTEREST EXPENSE</b>	
WARRANT INTEREST EXPENSE	\$ <u>0</u>
<b>TOTAL EXPENSES</b>	<b><u>\$ 1,200,550</u></b>

**RECLAMATION DISTRICT 1608  
FINAL (PROPOSED) BUDGET FOR FISCAL YEAR 2017-2018**

**INCOME**

PROPERTY TAXES	\$ 204,020
INTEREST INCOME	9,500
ASSESSMENTS	298,000
SUBVENTION REIMBURSEMENT	348,298
REVENUE FROM RESERVES	400,000
OTHER REIMBURSABLE EXPENSES	22,000
<b>TOTAL INCOME</b>	<b><u>\$ 1,281,818</u></b>

**NET INCOME** 81,268

**EXCESS OF REVENUE OVER EXPENDITURES (SHORTAGE)** \$ 81,268

**RESERVES**

Capital Improvement Reserve	\$ 500,000
Board-designated Reserve	\$ 900,000
Cash on Hand (Exclusive of Reserves as of July 1, 2017)	\$ 530,012
Payroll Account Balance (as of July 1, 2017)	\$ 29,418
<b>TOTAL CASH RESERVE (as of July 1, 2017)</b>	<b><u>\$ 1,959,430</u></b>

# ITEM 7

P.O. Box 4857  
Stockton, CA 95204

# Reclamation District 1608

June 2017

## Dear Homeowners and Businesses:

We have just come through a spectacular winter season of rain and wind, requiring 24-hour levee patrol during the stormiest of days and nights.

Some trees fell during the stormier days. Residents of RD 1608 were very helpful in calling Joe Bryson, our levee superintendent, so that the trees could be removed. The holes left by the trees were then compacted with clean, dry dirt, helping to ensure the stability of the levee. Trees are the responsibility of landowners to maintain and to remove, if necessary, under direction of the District Superintendent. Please note that fallen tree roots must also be removed.

Thank you for your steadfast vigilance of our levees. Your commitment to the safety of our District is very much appreciated.

Sincerely,  
*Board of Trustees*  
Reclamation District 1608

## Keeping the Levees Clean and Clear

Joe is on the levees daily to monitor every section of the area and ensure that levee encroachment standards are adhered to. Your help in maintaining those standards is always appreciated. If you notice any problems, unusual activity (such as tents or other encampments), dumped trash or have any questions about what is or is not permitted, call Joe immediately at (209) 298-3307.

Vandals are a continuing problem through the levee system in and around our city.

Let us know if you notice any damage to the fences. A reminder: permits are required for replacing existing fences, as well as for new fences.



*Example of floating debris brought in by high water and ultimately removed by Joe to avoid damaging the rock slopes.*



*Example of poor vision of levee toe that could hide levee damage.*



*Example of well-maintained view of levee toe.*



*Example of well-trimmed bushes allowing levee inspection.*

## Southern Levee Rock Slope Project

The Levee Rock Slope Project is almost complete. The additional rock added to the levee is helping to stabilize the slopes and the levee overall.

## Scours and Boils

What is a scour? What is a boil?

Scour is the hole that is left when soil is washed away from the levee due to quick flowing water.

Boils occur when water passing under a levee erupts through the ground surface on the landward side of a levee in the form of a bubbling spring.

Scours and boils are potentially dangerous. If you notice any variation in the levee surfaces or soil next to the levees, please immediately call the Levee Superintendent. Leave a message, including a time when you are available to accompany the Superintendent to point out the problem area.



## Questions? Comments?

Feel free to call the District Hotline at (209) 298-3307 with any questions, comments, or suggestions. You are also welcome to attend the District Board of Trustees meetings, which are held the first Wednesday of each month at 8:00 a.m. in the offices of Neumiller & Beardslee, 509 West Weber Avenue, 5th Floor, Stockton. An opportunity for public comment is offered at each Board meeting.



*Thank you for your individual efforts in keeping our levees safe and well maintained.*

## Permit Reminders

Remember to obtain a permit from the District before adding any landscaping or construction on or next to the levees. The Levee Superintendent can assist you in applying for and obtaining permits for landscaping or construction of any kind on or next to a levee.

## Reminders

An Emergency Operations Plan is online. Please familiarize yourself with the plans at [www.RD1608.com](http://www.RD1608.com). Let us know if you have further unanswered questions.

## Rodents and Other Intruders

The activities of rats, beavers, gophers, squirrels, and other animals can seriously endanger the integrity of our levees. These animals cannot be tolerated. If you see any of them, let Joe know.



## CONTACT INFORMATION

**DISTRICT TRUSTEES**  
Michael Panzer, D.D.S., President  
Drew Meyers  
Brett L. Tholborn, C.P.A.

**DISTRICT SUPERINTENDENT/  
HOTLINE**  
Joe Bryson (209) 298-3307

**ATTORNEY FOR THE DISTRICT**  
Dan Schroeder (209) 948-8200  
Neumiller & Beardslee

**ENGINEER FOR THE DISTRICT**  
Christopher H. Neudeck  
(209) 946-0268  
Kjeldsen, Sinnock & Neudeck

[www.rd1608.com](http://www.rd1608.com)



# ITEM 10

**SHORT TERM GOALS**  
**October 4, 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.
8. Raising Elevation of South West Levee.

**LONG TERM GOALS**

9. 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**

# ITEM 14

Jean L. Knight  
District Secretary  
Reclamation District 1608  
P.O. Box 4857  
Stockton, CA 95204-4857

September 27, 2017

San Joaquin County Board of Supervisors  
San Joaquin County Courthouse  
44 N. San Joaquin Street  
Sixth Floor, Suite 627  
Stockton, CA 95202

Honorable Board of Supervisors:

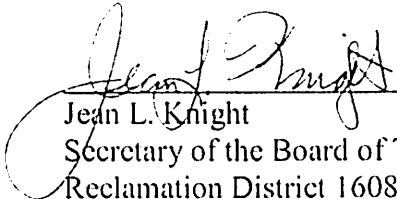
I am the Secretary of the Board of Trustees of Reclamation District 1608 (hereinafter "District").

The District will be conducting a landowner-voting election for one contested seat of the Board of Trustees on November 7, 2017 following the election guidelines in the California Water Code sections 50700 et seq. The election will not be consolidated with a general election and the District will conduct the election itself.

Pursuant to California Water Code section 50700, the Board of Supervisors is required to appoint an election board for the District's election consisting of one inspector and two judges of election, all of whom shall be landowners or the legal representatives of landowners within the District. The Board of Trustees of the District respectfully requests that you appoint the following individuals who meet the requirements of Section 50700:

Inspector:	Andrew J. Pinasco
Judge of Election:	Rhonda L. Olmo
Judge of Election:	Jean L. Knight

We respectfully request that these appointments take place at the next Board of Supervisors meeting. Thank you very much for your courtesy and cooperation.

  
\_\_\_\_\_  
Jean L. Knight  
Secretary of the Board of Trustees  
Reclamation District 1608

Enclosures

cc: Melinda Dubroff, San Joaquin County Registrar of Voters  
J. Mark Myles, San Joaquin County Counsel