

**MINUTES OF THE REGULAR MEETING OF BOARD OF TRUSTEES
FOR RECLAMATION DISTRICT 1608
HELD WEDNESDAY, NOVEMBER 1, 2017**

The Regular Meeting of the Board of Trustees of Reclamation District 1608 was held Wednesday, November 1, 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
BRETT THOLBORN

OTHERS PRESENT WERE:

DANIEL J. SCHROEDER
ANDY PINASCO
CHRISTOPHER NEUDECK
JEAN KNIGHT
JOE BRYSON
DAN MacDonnell - Homeowner
DOMINIQUE GUILLI – Homeowner
JUDITH BUETHE, Judith Buethe Communications

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. Dominique Guilli reported that the Lower San Joaquin Feasibility Study is going to Congress next spring and they will be reviewing its environmental impact. He was wondering if District is going to be looking at this. Brett Tholborn also wanted to draw attention that it is Drew Meyers last official meeting. He has been on the Board for 12 years. Trustees and staff thanked him for his work.

Item 2. Approval of Minutes. Minutes of the meeting of October 4, 2017.

Upon motion duly made, seconded (B. Tholborn/D. Meyers) and unanimously carried by the Trustees of Reclamation District 1608, the minutes of the of the meeting of October 4, 2017, were approved as read.

Item 3. Financial Report. Review, discuss, and accept financial report. The financial report was discussed by Attorney Schroeder and Secretary Knight. The report has been edited with the two changes made at the October meeting with respect to Payroll Taxes and FEMA/LOMR Preparation, but Attorney Schroeder asked attorney Pinasco to check the totals as he thought they may need to be adjusted. Ms. Knight also reported that the line item Election Costs include costs incurred by the attorneys and engineer, as well as other items, such as posting and supplies that the District may incur. So, those election costs for the attorney and engineer are not included in the line items for general legal or general engineering expenses as far as the financial report.

It was moved, seconded (B. Tholborn/D. Meyer) and unanimously carried by the Board of Trustees of Reclamation District 1608 that the Financial Report be approved as presented.

- (a) Accounting for Subventions . Chris Neudeck presented this item. He stated that the work that Kjeldsen, Sinnock & Neudeck has been doing in keeping track of the routine expenses for the levee subvention program is becoming very burdensome and expensive for the District. The firm is using junior engineers and staff to do this work and not a bookkeeping service. All the costs being submitted for reimbursement need to be identified, coded and listed before they are submitted to the State. He said there are bookkeeping services that do this type of work for Districts such as RD1608. He mentioned that the accounting firm of Butterfield & Company has some bookkeepers they took from Croce & Company when the firms split up and they do this kind of work. It can also be done monthly as a fixed rate. He also mentioned that John Meek does this work. He asked if the Trustees would be interested in having proposals submitted to the District. He thought the cost would be around \$700-\$800 a month, depending on the workload. The Trustees directed the engineer to get a couple of estimates for bookkeeping costs and to identify what Kjeldsen, Sinnock & Neudeck had been paid for this work and what time Secretary Knight takes when she prepares warrants and paychecks and other time related to these types of expenses. Mr. Neudeck said that the service could pay all the bills for the District and prepare the financial report that is done by Ms. Knight.

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

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|---|-----------|
| MICHAEL PANZER, #5970, Trustee Fee | 100.00 |
| DREW MEYERS, #5971, Trustee Fee..... | 100.00 |
| BRETT THOLBORN, #5972, Trustee Fee | 100.00 |
| JEAN L. KNIGHT, #5973, Secretarial Fee, reimbursement/print cartridges..... | 747.89 |
| NEUMILLER & BEARDSLEE, #5974, Inv. # 287915 | 6,481.85 |
| ASTA Construction Co., Inc., #5975, Progress Payment Estimate No. 03 | |
| Release of Retention | 4,659.98 |
| KJELDEN, SINNOCK & NEUDECK, #5976, Inv. #s 21746-21753..... | 34,603.88 |
| MAYACO MARKETING & INTERNET, #5977, Inv. # 14046..... | 2,500.00 |
| JUDITH BUETHE COMMUNICATIONS, #5978, Inv. # 6172 | 125.88 |
| CROCE & COMPANY, #5979, Inv. # 2009221 | 330.65 |
| PAUL E. VAZ TRUCKING., INC., #5980, Inv. #s 52705-52706..... | 1,374.94 |
| PG&E, #5981, Electrical..... | 19.55 |
| THE RECORD, #5982, Order #1105121 | 247.68 |

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

October 2017

| | |
|--|--------|
| MICHAEL TURRIETA, JR. #1332, 10-1-2017 - 10-15-2017..... | 80.47 |
| TIMOTHY CLAY VOYER, #1333, 10-1-2017 - 10-15-2017..... | 501.96 |

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

State Government, Payroll Taxes, September Salaries.....403.86
Federal Government, Payroll Taxes, September Salaries.....2,364.32

Electronic Payments were made to the following:

Bank of Stockton Visa Card2,250.28
State Compensation Insurance Fund, Workers Compensation premium569.58

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

- (a) Consider new permits requests from homeowners. None presented
- (b) Sediment Removal Project. See below

Engineer's Report:

- I. AB 360 Delta Levee Subvention Program. Chris Neudeck reported that the District's claim has been submitted to the State and the estimated maximum reimbursement to the District would be \$221,762.75. He expected a reimbursement sometime around March 2018.
- II. FEMA Mapping Status. At this point, the engineer's report details in Exhibit A and B and said basically the District is done at this point as far as submittals. The report details the correspondence with the thought that the letter that went out to FEMA was likely around October 26, 2017 versus the October 6, 2017 date on the letter.
- III. Sediment Removal project. Brett Tholborn left at this time because of his conflict of interest in this matter. In the engineer's report, there are 2 exhibits. Exhibit C gives update on tasks the engineers are performing to bring project to construction and identifies the percentage of completion to date. Regarding Task 4: Dredging Operations Support & Permitting and the desired location for the spoils to be deposited to be the Port of Stockton's spoils area, the Port has a consultant and the consultant came back to the engineer's consultant. They don't want dirty sediment – like chemical items and have urban discharges and had concerns about what the District would bring to site. According to the Exhibit C., Task 4, Project Note, it states that the Port required additional effort beyond that outlined in the original Scope of Work. The additional effort is anticipated to increase the project costs by \$16,000, well within the project contingency. The additional scope consists of Phase 1 type data gathering, preparing an amendment to the SAP (Sediment Sampling and Analysis Plan), additional analysis and follow up reporting. The additional requirements are detailed in the engineer's report. Overall, Mr. Neudeck stated that things are going very well with the Port work. They have technical and sound engineers that consider this very serious business for them. They must keep their pits operable. They need to get out and determine how much more sediment the District has in the channel. In exhibit D, there are photos of the areas where the sediment will

be removed and sheet that details bathymetric cross sections. Overall, he is pleased with sediment analysis and hopefully next month they will have the plan.

Mr. Neudeck said that this afternoon, he will be coordinating with Dan Schroeder and Mr. Cashman from the Port to work on an analysis plan and a summary of where the District is right now.

Mr. Neudeck did note that on the next proposition 218 assessment (in 2025) it might be a good plan to make the cut deeper – this one is only 6 feet.

Brett Tholborn was asked to return to the meeting at this time.

Item 5. Levee Superintendent Report. Request for directions and approvals. Joe Bryson gave his engineer's report and several items of note are below. He

On item 5, he stated that locks will be repaired. There were 16 places where the locks were cut.

Regarding item 17, when the workers were just trimming, they were questioned about their authority to do this work. Mr. Neudeck told Mr. Bryson to always carry the Routine Maintenance Agreement that the District has been given authority to do this type of work. That way when he runs into a warden or someone from Fish and Game, the Routine maintenance agreement will be the documentation he needs to have in hand when questioned.

Mr. Bryson mentioned that he got a call from the Marina that they had some beavers that were damaging some of the trees on the Marina property. Mr. Bryson said the District has depredation permits but they have expired so he needs to get them updates. He spoke with Fish and Game and they will give him ½ dozen permits. The beavers are not hosting on the levee – just the trees. Beaver depredation – call from Marina – damaging some of the trees on the marina property. Trustee Panzer said he was at the Marina office the other day and when talking about this, noted that the District has an easier time getting the permits because of it being a public agency.

There was a question of where the District pumps were, and it was responded to that they are on the east side of Grupe Park down at the toe. It's a toe drain that takes seepage off the levee.

Item 6. Newsletter. Discussion and direction regarding Newsletter. Dan Schroeder noted that the agenda packet had a copy of the most recent newsletter. It was decided that the next newsletter go out in December after the election, so the results can be published. Other suggestions for contents will be the FEMA mapping status. The District is also due for the 2nd round of Emergency Response Grants. Notify people to look at the District's emergency plan which is on the firm's website and to also note that the area has 5 exit points. Pictures will be taken of the two new District employees with their work vests on. Also, to note the flood fight supplies containers being provided by the County Office of Emergency Services and noting the District is thankful for receiving. It was suggested that Mike Cockrell of the County be called so the District can get some pictures. Ms. Buethe will begin with these ideas and ask questions for more details as needed.

Item 7. Report by Trustees on meetings attended and upcoming meetings. Request for direction. No reported items.

Item 8. Report and possible action on Progress of Tasks Assigned at Previous Board Meetings. – No report.

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

Item 10. District Calendar. Discussion and direction. – no changes.

Item 11. Correspondence. No correspondence to present.

Item 12. Approval of Bills. The bills, as presented, were approved.

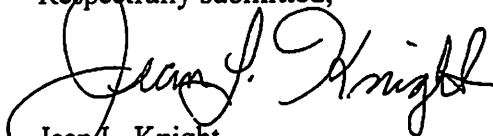
Item 13. Staff Reports.

- (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 14. Adjournment.

The meeting was adjourned at 9:10 a.m.

Respectfully submitted,



Jean L. Knight
District Secretary