

**MEETING AGENDA FOR
RECLAMATION DISTRICT NO. 1608
BOARD OF TRUSTEES SPECIAL MEETING
8:00 A.M. MAY 1, 2018
NEUMILLER & BEARDSLEE
509 WEST WEBER AVENUE, FIFTH FLOOR
STOCKTON, CALIFORNIA**

Call to Order.

Roll Call.

Agenda Items.

1. Public Comment. Under Government Code Section 54954.3, members of the public may address the Board on any issue in the District's jurisdiction. The public may address any item on the agenda as it is taken up.
2. Approval of Minutes. Minutes of the regular meeting of March 7, 2018 and adjourned March 7, 2018, regular meeting held on March 23, 2018.
3. Financial Report. Review, discuss, and accept financial report.
 - (a) Draft 2018-2019 Budget
4. Engineer's Report. Request for directions and approvals.
 - (a) Consider new permits requests from homeowners.
 - (b) Consider Levee Encroachment Standard Violation Enforcement
 1. 3759 Hatchers Circle, APN 098-020-67, Index No. 98, Lot No. 1989, Owner Garrett Isaacson - Removal of slope vegetation.
 2. 7045 Kennesaw Court, APN 098-030-14, Index No. 78, Lot No. 1844, Owners Edward J. and Michelle Miles – Chain link fence location.
 3. 3603 Stone River Circle, APN 100-020-04, Index No. 73, Lot No. 1215, Owners Luis and Alicia Bustamante – Landside slope landscaping maintenance.
 - (c) Discussion and Direction regarding Sediment Removal Project.
5. Levee Superintendent Report. Request for directions and approvals.
6. Public Hearing. Ordinance Increasing the Compensation for Meeting Attendance
 - (a) Adopt Ordinance 2018-01 Establishing Trustee Compensation for Meeting Attendance.
 - (b) Adopt Resolution 2018-04 Establishing a New Policy for Reimbursement of Trustee Expenses and Compensation.
7. Report by Trustees on meetings attended and up coming meetings. Request for direction.
8. Report and possible action on Progress of Tasks Assigned at Previous Board Meetings.
9. Discussion and direction on Short-Term and Long-Range Goals.
10. District Calendar. Discussion and direction.
11. Correspondence.
12. Approval of Bills.
13. 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.

14. 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
May 1, 2018**

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

ITEM 2

MINUTES OF THE REGULAR MEETING OF BOARD OF TRUSTEES
FOR RECLAMATION DISTRICT 1608
HELD MARCH 7, 2018

The Regular Meeting of the Board of Trustees of Reclamation District 1608 was held March 7, 2018 at the law offices of Neumiller & Beardslee, 509 W Weber Avenue, 5th Floor, Stockton, California at the house of 8:00 a.m.

TRUSTEES PRESENT WERE:

MICHAEL PANZER
BRETT THOLBORN
DAN MacDONNELL

OTHERS PRESENT WERE:

DANIEL J. SCHROEDER
ANDY PINASCO
CHRISTOPHER H. NEUDECK
DIANE DIAS – Substituting for Jean L. Knight
JOE BRYSON
CHRISSEY HAINES

ABSENT:

JEAN KNIGHT

Item 1. Public Comment: There was no Public Comments.

Item 2. Approval of Minutes: Minutes of the regular and special meeting of February 7, 2018 were reviewed and

Upon motion duly made, seconded and unanimously carried by the Board of Trustees, the Minutes of the February 7, 2018 meeting were approved as submitted.

After approval of Minutes Trustee Panzer moved item 4(e) (Item III A. on Engineer's report) be moved up on the agenda since we had a landowner present. Mr. Neudeck stated that the FEMA map revision was a very frustrating process. The City took longer than it should have and requesting more conditions that had to be addressed. After a long process the map revisions have been done and the District is out of the 100 year flood zone, the landowners are not required to obtain flood insurance. The Map will take effect on July 18. Question was asked what do the landowners show the mortgage and insurance companies that the flood insurance is no longer mandatory. Engineer replied that there will be a delay of mortgage companies and insurance companies getting the information. The Engineer said they could provide the information to the mortgage companies and insurance companies showing the new map.

Engineer Neudeck reported all in all this issue is done. Engineer Neudeck did try and bring up to the City about the name of the lakes on the Map, the City said it would not reopen the issue. It was suggested that the information regarding the new map be included in the next newsletter. Trustee Panzer asked that Engineer Neudeck help Judy with getting this information into the newsletter. For further information on this item See Exhibit G and H in the Engineer's Report.

Item 3. Financial Report. Since Secretary Jean Knight was absent, Attorney Pinasco submitted the Financial Report he stated after review there was nothing out of the ordinary, the District is 67% through the financial year based on the fiscal year ending June 30. Everything is currently under budget. Question was asked about the \$6,000 for Trustee's fees. Attorney Pinasco stated that the \$6,000 does not reflect the raise of the Trustee's fees, that would be on next year's budget.

- (a) Attorney Pinasco reported that they made an error with regard to the resolution adopting a reimbursement policy. Upon further review, the District already adopted a policy back in 2012 so Resolution 2018-01 which was adopted was duplicative. Attorney Pinasco asked that the Board adopt Resolution 2018-03 which rescinded Resolution 2018-01.

Upon motion duly made, seconded and unanimously carried by the Board of Trustees, Resolution 2018-03 is hereby adopted rescinding Resolution 2018-01,

- (b) The next item was discussion and direction regarding Trustee stipend. Attorney Pinasco went back to the Water Code and stated that the Trustees were only allowed to increase their stipend 5% per year starting from the last increase. Since the last increase was 17 years ago, the most they can get is \$235 per meeting instead of the \$300 requested. Attorney Pinasco stated that the action to increase the stipend could not be done at this meeting. It would have to be an ordinance, so it would have to be published, then be put on the next agenda. Staff recommended the Board make a motion for staff to begin the ordinance procedure and identify the maximum amount and publish per the Code, then consider the increase of \$235 per meeting. After discussion,

Upon motion duly made seconded and unanimously carried that Staff is directed to start the ordinance procedure to increase the Trustee's stipend to \$235 per meeting.

- (c) The next item was discussion on the District insurance plan. Attorney Pinasco stated that the policy was increased by 26% due to the increase in the District's budget for the dredging project as well as the increase in people working on the levee's this past year. Attorney Pinasco stated that although 26% is more than the 15% increase allowed by JPRIMA, the District cannot terminate its policy because the increase was in labor and levee work. Water Plus would have been \$10,000 and \$11,000 so the District is still saving money. JPRIMA is still about 13% cheaper than Water Plus.

Upon motion duly made, seconded and unanimously carried by the Board of Trustee, the Trustees approve the 2018-2019 insurance proposal as submitted.

Item 4. Engineer's Report. For full report along with exhibits see attached.

I.A. Engineer Neudeck discussed the letter sent to the District from DWR regarding the 2018 Five Year Plan Solicitation. Engineer Neudeck explained to the Trustee the process. He noted that the District does not currently have a Five Year Plan and suggested that the District respond to DWR their interest in the solicitation. By responding to the letter it does not bind the District for anything. (See Exhibit A of Engineer's Report) After discussion,

Upon motion duly made, seconded and unanimously carried by the Board of Trustees, to authorize Engineer to respond to DWR regarding the 2018 Five Year Plan Solicitation.

B. KSN completed road repairs on Kent and English Property in the Southeast quadrant.

C. Engineer Neudeck reported on the effort to determine whether the City of Stockton's outfall discharge pipelines were leaking again. He stated that the City is not that easy to work with. A small depression was forming over the repaired surcharge lines. The Manager investigated the problem. The pipe was dug up and did not find anything. It was confirmed that there was no leak when pump as on, there was no mud. It was backfilled and everything operational. This was an expense reimbursable through subventions.

D. Engineer Neudeck was pleased with the last levee inspection. Working on getting a more detailed data base for each landowner so it will be easier for superintendent to note whether landowners are in compliance. Sample letters have been prepared to send out to landowners regarding compliance issues. There is a short version to address vegetation issues and a long version to address permit violations for existing features. Currently there are approximately 20 letters that will go out regarding various violations. Letters will include photos with arrow indicating the violation. Trustees will receive copies of all letters that are going out. Letter will be mailed next week.

E. The Engineer has been working with Cal Trans on developing a fence that vagrants are not able to cut through. They have come up with a product. Engineer will work on getting pricing and will have a proposal at next meeting.

II.A. There is a pending permit from Landowner to relocate an unpermitted fire pit to the landside levee slope. Engineer Neudeck stated that the retaining walls are in great shape. Engineer recommended the Board approve application to relocate the fire pit.

Upon motion duly made, seconded and unanimously carried by the Board of Trustees, the permit request of Dr. Antono and Lillian Arrendondo to relocate the fire pit to the landside levee slope is hereby approved.

IV.A. With regard to the sediment removal project, Engineer Neudeck reported that it is moving along well. They are in the process of developing draft permits, alternate disposal sites. Less likely to get permit for this fiscal year, but will keep moving forward. So far the Port works the best.

Engineer Neudeck reported on the the LAFCO Municipal Service Review. The document was prepared by LAFCO to give an overall inspection of levee districts in the region. They handpicked certain district for their report. The Engineer put together about a weeks' worth of work commenting on the report.

Item 5. Superintendent's Report The next item on the agenda was the Manager's Report. (For full report see attached).

The Manager completed levee patrols. It was stated that in order for the District to recoup the expenses of levee patrols and the work that is done, that a report needs to be filed. KSN prepared a form that Manager can fill out when he does his patrol that indicates work that needs to be done, the date that he patrolled, etc.

Manager reported of existing problems of vagrants getting through fences. He said that he and both apartment managers and James at Mr. Space are going to remain diligent about reporting vagrants to the Sheriff.

Joe had a meeting with AE Com and USACE in Sacramento and also meeting with the Engineer, Rick Toy, Fish and Game and DWR on levee subventions.

DED had to leave

Item 6. Adopt Resolution 2018-02 Authorizing E-Mailing of Documents Responsive to a Public Records Request. Mr. Pinasco presented this item and after discussion,

It was moved, seconded (D. MacDonnell/B. Tholborn) and unanimously approved by the Trustees of Reclamation District No. 1608 that Resolution 2018-02 Authorizing E-Mailing of Documents Responsive to a Public Records Request be approved.

Item 7. Discussion and Direction on CalMutuals JPRIMA Election of Directors Ballot

The date which CalMutuals JPRIMA held its election was March 16. Due to the fact that the Reclamation District No. 1608 meeting date is March 23, 2018, no action was taken on this item due to the matter being moot.

Item 8. Report by Trustees on meetings attended and upcoming meetings. Request for direction. None.

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

FPPC Advice 18-021 Regarding Trustee Tholborn's Conflict of Interest Regarding Sediment Removal Project. Mr. Pinasco reported that the FPPC had reversed its 08-112 FPPC Advice Letter thereby allowing Trustee Tholborn's participation in any District governmental decision to fund the dredging of 14-Mile Slough.

Item 10. Discussion and direction on Short-Term and Long-Range Goals. Discussion and direction.

It was moved, seconded (B. Tholborn/ D. MacDonnell) and unanimously approved by the Trustees of Reclamation District No. 1608 that Item 7, FEMA Levee Certification, from the District's Short Term Goals.

Item 11. District Calendar. Discussion and direction. Trustee Tholborn asked that the item "Annual Review of Trustee Compensation" be added to January and that the July "Follow up with FEMA on Certification Letter (2015 only)" be removed from the calendar.

It was moved, seconded (B. Tholborn/ D. MacDonnell) and unanimously approved by the Trustees of Reclamation District No. 1608 to cancel the District's April and May regular meetings and hold a special meeting on May 1, 2018.

Item 12. Correspondence. No correspondence to note.

Item 13. Approval of Bills. The bills, as presented, were approved.

It was moved, seconded (B. Tholborn/ D. MacDonnell) and unanimously approved by the Trustees of Reclamation District No. 1608 to approve the March 2018 bills.

Item 14. Staff Reports.

- (a) Attorney. The Agenda for this meeting was posted on the window outside the meeting room at 509 West Weber Avenue, Stockton, California, at least seventy-two (72) hours preceding the meeting.

Item 15. Adjournment.

The meeting was adjourned at 10:15 a.m.

Respectfully submitted,

Acting District Secretary

**MINUTES OF THE ADJOURNED (ADJOURNED FROM MARCH 7, 2018)
REGULAR MEETING OF BOARD OF TRUSTEES
FOR RECLAMATION DISTRICT 1608
HELD FRIDAY, MARCH 23, 2018**

The Adjourned Regular Meeting of the Board of Trustees of Reclamation District 1608 was held March 23, 2018 at the law offices of Neumiller & Beardslee, 509 W Weber Avenue, 5th Floor, Stockton, California at the house of 8:00 a.m.

TRUSTEES PRESENT WERE:

MICHAEL PANZER
BRETT THOLBORN
DAN MacDONNELL

OTHERS PRESENT WERE:

DANIEL J. SCHROEDER
ANDY PINASCO
CHRISTOPHER H. NEUDECK
DIANE DIAS – Substituting for Jean L. Knight
JOE BRYSON
CHRISSY HAINES

ABSENT:

JEAN KNIGHT

Item 1. Public Comment: There was no Public Comment.

Item 2. Approval of Minutes: Minutes of the regular and special meeting of February 7, 2018 were reviewed and

It was moved, seconded (D. MacDonnell/B. Tholborn) and unanimously carried by the Trustees of Reclamation District 1608 that the Minutes of the February 7, 2018 meeting were approved as submitted.

After approval of Minutes, Trustee Panzer moved item 4(e) (Item III A. on Engineer's report) up on the agenda since there was a landowner present. Mr. Neudeck stated that the FEMA map revision was a very frustrating process. The City took longer than it should have and requesting more conditions that had to be addressed. After a long process, the map revisions have been done and the District is out of the 100-year flood zone and the landowners are not required to obtain flood insurance. The Map will take effect on July 18. A question was asked about what do the landowners show the mortgage and insurance companies that the flood insurance is no longer mandatory. The engineer replied that there will be a delay of mortgage companies and

insurance companies getting the information. The Engineer said they could provide the information to the mortgage companies and insurance companies showing the new map. Engineer Neudeck reported all in all this issue is done. Engineer Neudeck did try and bring up to the City about the name of the lakes on the Map and the City said it would not reopen the issue. It was suggested that the information regarding the new map be included in the next newsletter. Trustee Panzer asked that Engineer Neudeck help Judith Buethe with getting this information into the newsletter. For further information on this item, see Exhibit G and H in the Engineer's Report.

Item 3. Financial Report. Since Secretary Jean Knight was absent, Attorney Pinasco submitted the Financial Report and he stated after review there was nothing out of the ordinary, the District is 67% through the financial year based on the fiscal year ending June 30. Everything is currently under budget. A question was asked about the \$6,000 for Trustee's fees. Attorney Pinasco stated that the \$6,000 does not reflect the raise of the Trustee's fees that would be on next year's budget.

- (a) Attorney Pinasco reported that they made an error with regard to the resolution adopting a reimbursement policy. Upon further review, the District already adopted a policy back in 2012 so Resolution 2018-01, which was adopted, was duplicative. Attorney Pinasco asked that the Board adopt Resolution 2018-03, which rescinded Resolution 2018-01.

It was moved, seconded (D. MacDonnell/B. Tholborn) and unanimously carried by the Trustees of Reclamation District 1608, that Resolution 2018-03 is hereby adopted rescinding Resolution 2018-01,

- (b) The next item was discussion and direction regarding Trustee stipend. Attorney Pinasco went back to the Water Code and stated that the Trustees were only allowed to increase their stipend 5% per year starting from the last increase. Since the last increase was 17 years ago, the most they can get is \$235 per meeting instead of the \$300 requested. Attorney Pinasco stated that the action to increase the stipend could not be done at this meeting. It would have to be an ordinance, so it would have to be published, then be put on the next agenda. Staff recommended the Board make a motion for staff to begin the ordinance procedure and identify the maximum amount and publish per the Code, then consider the increase of \$235 per meeting. After discussion,

It was moved, seconded (D. MacDonnell/B. Tholborn) and unanimously carried by the Trustees of Reclamation District 1608 that Staff is directed to start the ordinance procedure to increase the Trustee's stipend to \$235 per meeting.

- (c) The next item was discussion on the District insurance plan. Attorney Pinasco stated that the policy was increased by 26% due to the increase in the District's budget for the dredging project as well as the increase in people working on the levee this past

year. Attorney Pinasco stated that although 26% is more than the 15% increase allowed by JPRIMA, the District cannot terminate its policy because the increase was in labor and levee work. Water Plus would have been \$10,000 and \$11,000 so the District is still saving money. JPRIMA is still about 13% cheaper than Water Plus.

It was moved, seconded (D. MacDonnell/B. Tholborn) and unanimously carried by the Trustees of Reclamation District 1608 to approve the 2018-2019 insurance proposal as submitted.

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

MICHAEL PANZER, #6023, Trustee Fee	100.00
BRETT THOLBORN, #6024, Trustee Fee	100.00
JEAN L. KNIGHT, #6025, Secretary Fee (plus additional \$1.00 copy cost reimbursement from the County Recorder's Office)	746.00
VOID, #6026	
NEUMILLER & BEARDSLEE, #6027, Inv. # 290508	5,253.54
KJELDEN, SINNOCK & NEUDECK, #6028, Inv. #s 22402-22407.....	23,274.49
ANIMAL DAMAGE CONTROL, INC., #6029, Inv. #641 & 650.....	800.00
CROCE & COMPANY, #6030, Inv. # 2010084.....	415.00
PAUL E. VAZ TRUCKING, INC., #6031, Inv. #s 54939-54942.....	4,597.89
PG&E, #6032, Electrical.....	11.20
RECLAMATION DISTRICT 1608, #6033, Transfer to Checking	30,000.00
U.S. ARMY CORPS OF ENGINEERS, #6034, Permit.....	100.00
U.S. ARMY CORPS OF ENGINEERS, #6035, Application Fee.....	3,376.00
STATE OF CALIFORNIA – STATE LANDS COMMISSION, #6036, Filing Fee	25.00
STATE OF CALIFORNIA – STATE LANDS COMMISSION, #6036, Application Fee	1,500.00
STATE WATER RESOURCES CONTROL BOARD, #6037, Sediment Volume on fee – no discharge	720.00
ROBERT BURNS CONSTRUCTION, INC., #6039, Progress Payments	20,715.40
CALIFORNIA ASSOCIATION OF MUTUAL WATER COMPANIES, #6040, Cal Mutuals 2018 Membership Dues	100.00
DAN MAC DONNELL, #6041, Trustee Fee	100.00
VOID, #6042	

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

HECTOR BRYAN KENDALL, #1356, 3/1/18 – 3/15/18	498.77
JOHN EARL FOSTER, #1357, 3/1/18 – 3/15/18.....	326.12
JOE BRYSON, #1358, 3/1/1/2018 – 3/30/2018.....	4,174.75

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

State Government, Payroll Taxes, February Salaries345.11
Federal Government, Payroll Taxes, February Salaries1,773.36

Electronic Payments were made to the following:

Bank of Stockton Visa Card1,596.39
State Compensation Insurance Fund, Workers Compensation premium569.58

Item 4. Engineer's Report. For full report along with exhibits see attached.

I.A. Engineer Neudeck discussed the letter sent to the District from DWR regarding the 2018 Five Year Plan Solicitation. Engineer Neudeck explained to the Trustee the process. He noted that the District does not currently have a Five Year Plan and suggested that the District respond to DWR their interest in the solicitation. By responding to the letter it does not bind the District for anything. (See Exhibit A of Engineer's Report) After discussion,

It was moved, seconded (D. MacDonnell/B. Tholborn) and unanimously carried by the Trustees of Reclamation District 1608 to authorize the Engineer to respond to DWR regarding the 2018 Five Year Plan Solicitation.

B. KSN completed road repairs on Kent and English Property in the Southeast quadrant.

C. Engineer Neudeck reported on the effort to determine whether the City of Stockton's outfall discharge pipelines were leaking again. He stated that the City is not that easy to work with. A small depression was forming over the repaired surcharge lines. The Manager investigated the problem. The pipe was dug up and they did not find anything. It was confirmed that there was no leak when pump as on, there was no mud. It was backfilled and everything operational. This was an expense reimbursable through subventions.

D. Engineer Neudeck was pleased with the last levee inspection. He is working on getting a more detailed data base for each landowner so it will be easier for the superintendent to note whether landowners are in compliance. Sample letters have been prepared to send out to landowners regarding compliance issues. There is a short version to address vegetation issues and a long version to address permit violations for existing features. Currently there are approximately 20 letters that will go out regarding various violations. Letters will include photos with arrow indicating the violation. Trustees will receive copies of all letters that are going out. Letters will be mailed next week.

E. The Engineer has been working with Cal Trans on developing a fence that vagrants are not able to cut through. They have come up with a product. The Engineer will work on getting pricing and will have a proposal at next meeting.

II.A. There is a pending permit from Landowner to relocate an unpermitted fire pit to the landside levee slope. Engineer Neudeck stated that the retaining walls are in great shape. Engineer recommended the Board approve application to relocate the fire pit.

It was moved, seconded (D. MacDonnell/B. Tholborn) and unanimously carried by the Trustees of Reclamation District 1608 to approve the permit request of Dr. Antonio and Lillian Arrendondo to relocate the fire pit to the landside levee slope.

IV.A. With regard to the sediment removal project, Engineer Neudeck reported that it is moving along well. They are in the process of developing draft permits and alternate disposal sites. Less likely to get permit for this fiscal year, but will keep moving forward. So far the Port works the best.

Engineer Neudeck reported on the LAFCO Municipal Service Review. The document was prepared by LAFCO to give an overall inspection of levee districts in the region. They handpicked certain districts for their report. The Engineer put together about a weeks' worth of work commenting on the report.

Item 5. Superintendent's Report The next item on the agenda was the Superintendent's Report. (For full report see attached).

The Superintendent completed levee patrols. It was stated that in order for the District to recoup the expenses of levee patrols and the work that is done, that a report needs to be filed. KSN prepared a form that the Superintendent can fill out when he does his patrol that indicates work that needs to be done, the date that he patrolled, etc.

Mr. Bryson reported of existing problems of vagrants getting through fences. He said that he and both apartment managers and James at Mr. Space are going to remain diligent about reporting vagrants to the Sheriff.

Mr. Bryson had a meeting with AE Com and USACE in Sacramento and also meeting with the Engineer, Rick Toy, Fish and Game and DWR on levee subventions.

At this point, Acting Secretary Diane Dias left the meeting and attorney Pinasco took notes.

Item 6. Adopt Resolution 2018-02 Authorizing E-Mailing of Documents Responsive to a Public Records Request. Mr. Pinasco presented this item and after discussion,

It was moved, seconded (D. MacDonnell/B. Tholborn) and unanimously carried by the Trustees of Reclamation District 1608 that Resolution 2018-02 Authorizing E-Mailing of Documents Responsive to a Public Records Request be approved.

Item 7. Discussion and Direction on CalMutuals JPRIMA Election of Directors Ballot

The date which CalMutuals JPRIMA held its election was March 16. Due to the fact that the Reclamation District No. 1608 meeting date is March 23, 2018, no action was taken on this item due to the matter being moot.

Item 8. Report by Trustees on meetings attended and upcoming meetings. Request for direction. None.

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

FPPC Advice 18-021 Regarding Trustee Tholborn's Conflict of Interest Regarding Sediment Removal Project. Mr. Pinasco reported that the FPPC had reversed its 08-112 FPPC Advice Letter thereby allowing Trustee Tholborn's participation in any District governmental decision to fund the dredging of 14-Mile Slough.

Item 10. Discussion and direction on Short-Term and Long-Range Goals. Discussion and direction.

It was moved, seconded (B. Tholborn/ D. MacDonnell) and unanimously carried by the Trustees of Reclamation District 1608 that Item 7, FEMA Levee Certification, from the District's Short Term Goals be removed.

Item 11. District Calendar. Discussion and direction. Trustee Tholborn asked that the item "Annual Review of Trustee Compensation" be added to January and that the July "Follow up with FEMA on Certification Letter (2015 only)" be removed from the calendar.

It was moved, seconded (B. Tholborn/ D. MacDonnell) and unanimously carried by the Trustees of Reclamation District 1608 to cancel the District's April and May regular meetings and hold a special meeting on May 1, 2018.

Item 12. Correspondence. No correspondence to note.

Item 13. Approval of Bills. The bills, as presented, were approved.

It was moved, seconded (B. Tholborn/ D. MacDonnell) and unanimously carried by the Trustees of Reclamation District 1608 to approve the March 2018 bills.

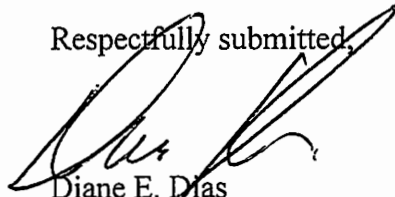
Item 14. Staff Reports. No staff reports.

- (a) Attorney. The Agenda for this meeting was posted on the window outside the meeting room at 509 West Weber Avenue, Stockton, California, at least seventy-two (72) hours preceding the meeting.

Item 15. Adjournment.

The meeting was adjourned at 10:15 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Diane E. Dias", written over the typed name.

Diane E. Dias
Acting District Secretary

ITEM 6

**RECLAMATION DISTRICT NO. 1608
ORDINANCE 2018-01**

**ORDINANCE ESTABLISHING TRUSTEE COMPENSATION FOR MEETING
ATTENDANCE**

WHEREAS, in 1991, the Reclamation District 1608 (the “District”) Trustees changed Trustee compensation for meeting attendance from \$50 per meeting to \$100 per meeting; and

WHEREAS, the District’s Ordinance 06-01, pursuant to California Government Code §§53232 et seq., and California Water Code §§20200 et seq., established a “Policy for Reimbursement for Travel and Expenses and Compensation for Meeting Attendance for the Board of Trustees” (the “Policy”); and

WHEREAS, the District’s Ordinance 06-01 did not increase the \$100 compensation the District pays to the Trustees for meeting attendance; and

WHEREAS, the District’s Ordinance 12-01 repealed and the Policy and adopted a new “Policy for Reimbursement for Travel and Expenses and Compensation for Meeting Attendance for the Board of Trustees” (the “Existing Policy”) to compensate Trustees for situations in which a Trustee is requested to be present by the District Engineer or Levee Superintendent to assist in addressing District Matters; and

WHEREAS, the District’s Ordinance 12-01 did not increase the \$100 compensation the District pays to the Trustees for meeting attendance; and

WHEREAS, in compliance with the requirements of Water Code §§ 20200 et seq., the District’s Board desires to increase compensation paid to Trustees for meeting attendance from \$100 per meeting to \$235 per meeting; and

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF RECLAMATION DISTRICT 1608 AS FOLLOWS:

Section 1. Ordinance No. 12-01, including the Existing Policy, is hereby repealed.

Section 2. Trustee compensation shall be \$235 for each day’s attendance at meetings of the Board as defined in the District’s applicable compensation policy.

Section 3. This ordinance is not intended to impose, and shall not be construed or given effect in a manner that imposes, upon the District or any officer or employee thereof, a mandatory duty of care toward persons and property within or without the District so as to provide a basis of civil liability for damages, except as otherwise imposed by law.

Section 4. If any provision of this ordinance or application thereof to any person or circumstances is held invalid, such invalidity shall not effect other provisions or applications of the ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable. The city council hereby declares that it would have adopted this ordinance irrespective of the validity of any particular portion thereof.

Section 5. This ordinance shall become effective sixty (60) days after its final passage.

On motion of Trustees, seconded by Trustees the foregoing ordinance was duly passed by the Board of Trustees of Reclamation District 1608 at a special meeting thereof held on May 1, 2018, by the following vote:

AYES: _____

NOES: _____

ABSTENTIONS: _____

ABSENT: _____

MICHAEL PANZER, President

ATTEST:

JEAN L. KNIGHT, Secretary

**RECLAMATION DISTRICT NO. 1608
RESOLUTION 2018-04**

**RESOLUTION ESTABLISHING POLICY FOR REIMBURSEMENT
OF TRUSTEE EXPENSES AND TRUSTEE COMPENSATION**

WHEREAS, Water Code section 50605 authorizes the Reclamation District No. 1608 (the "District") to compensate Trustees for services actually and necessarily performed and to reimburse each member of the District Board of Trustees (the "Board") for expenses necessarily incurred in the performance of his/her duties as a Trustee; and

WHEREAS, pursuant to Government Code sections 53232 et seq., the District's Board desires to adopt a written policy ("Policy") defining when the District will pay compensation to Trustees for attendance at specific occurrences, the amount of compensation, and the types of occurrences that qualify a Trustee of the District's Board to receive reimbursement of expenses relating to travel, meals, lodging, and other actual and necessary expenses; and

WHEREAS, any expenses that do not fall within the District's Policy shall be subject to approval by the Board before the expense is incurred.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The District's Board hereby adopts the Reimbursement for Travel and Expenses and Compensation for Meeting Attendance Policy attached hereto Exhibit A.

PASSED AND ADOPTED by the Board of Trustees of Reclamation District No. 1608, at a regular meeting thereof, held on May 1, 2018, by the following vote:

AYES: _____
NOES: _____
ABSENT: _____
ABSTENTION: _____

RECLAMATION DISTRICT 1608
A Political Subdivision of the
State of California

By: _____
PRESIDENT

ATTEST:

SECRETARY

CERTIFICATION

I, _____, Secretary of Reclamation District 1608, do hereby certify that the foregoing is a full, true and correct copy of a resolution of Reclamation District 1608 duly passed and adopted at a regular meeting of the Board of Trustees thereof held on the 1st day of May, 2018.

Dated: _____, 201_

SECRETARY, Reclamation District 1608

EXHIBIT A

POLICY FOR REIMBURSEMENT FOR TRAVEL AND EXPENSES AND COMPENSATION FOR MEETING ATTENDANCE FOR THE BOARD OF TRUSTEES

The Board of Trustees of Reclamation District No. 1608 (“District”) believes that it is important that elected and appointed officials remain informed and trained in issues affecting the affairs of the District and that attendance at institutes, hearings, meetings, conferences, or other gatherings is of value to the District and its citizens. The benefits include:

- a. The opportunity to discuss the community’s concerns with state and federal officials;
- b. Participation in regional, state and national organizations whose activities affect the District;
- c. Attending educational seminars improve officials’ skill and information levels; and
- d. Promoting public service and morale by recognizing such service.

In order to promote these endeavors, to protect public resources and foster public trust in the use of those resources, as well as comply with state law requirements regarding reimbursement of expenses, the District hereby sets forth the travel and expense reimbursement policies for the District.

All anticipated conferences, conventions and professional meetings shall be budgeted for in the current operating budget. As the trip is being paid for with public funds, it shall be the responsibility of the official undertaking the trip to make every effort to attend the entire conference and/or as many sessions as possible.

A. AUTHORIZED EXPENSES

District funds, equipment, supplies (including letterhead), titles, and staff time must only be used for authorized District business. Expenses incurred in connection with the following types of activities generally constitute authorized expenses, as long as the other requirements of this Policy are met:

1. Communicating with representatives of regional, state and national government on District adopted policy positions;
2. Attending educational seminars designed to improve officials’ skill and information levels, including, but not limited to, State required ethics training and sexual harassment prevention training and education;
3. Participating in local, regional, state and national organizations whose activities affect the District’s interests;

EXHIBIT A

4. Recognizing service to the District (for example, thanking a longtime employee with a retirement give or celebration of nominal value and cost);
5. Attending District events;
6. Implementing a District-approved strategy for attracting or retaining businesses to the District, which will typically involve at least one staff member; and
7. Meetings such as those listed above for which a meeting stipend is expressly authorized under this Policy.

All other expenditures require prior approval by the District.

B. EXPENSES NOT ELIGIBLE FOR REIMBURSEMENT

Examples of personal expenses that the District will not reimburse include, but are not limited to:

1. The personal portion of any trip;
2. Political or charitable contributions or events;
3. Family expenses, including partner's expenses, when accompanying official on agency-related business, as well as children or pet-related expenses;
4. Entertainment expenses, including theater, movies (either in-room or at the theater), sporting events (including gym, massage and/or golf related expenses), or other cultural events;
5. Alcohol/personal bar expenses;
6. Non-mileage personal automobile expenses, including repairs, traffic citations, insurance or gasoline; and
7. Personal losses incurred while on District business.

C. COMPENSATION FOR ATTENDANCE AT MEETINGS

The District shall compensate Trustees for attendance at a meeting of the Board of Trustees at the rate of \$235.00 per meeting.¹

¹ The Water Code Sections 20200 et seq. requires Trustee compensation be established by ordinance. Trustee compensation of \$235 per meeting was established by Ordinance 2018-01.

EXHIBIT A

A meeting, for the purpose of this Section C, means the following:

1. Attendance at regular or special meetings of the Board of Trustees of the District.
2. Meetings as set forth in Section A.1, A.2, A.3 and A.5 above.
3. Attendance at scheduled levee inspections.
4. Service per day as levee superintendent in the absence of the levee superintendent.
5. Meeting with the District Engineer and/or Levee Superintendent at the request of the District's Engineer or Levee Superintendent regarding District matters.

In no event shall the compensation per month exceed that for 10 meetings.

D. TRANSPORTATION

When attending conferences or meetings that are of such distance that it is more economical to take commercial transportation, if an official proposes to drive his/her car in those cases, commercial air fare will be paid and not automobile mileage. Government and group rates must be used when available.

1. **Airfare.** Airfares that are reasonable and economical shall be eligible for purposes of reimbursement.

2. **Automobile.** Automobile mileage is reimbursed at Internal Revenue Service ("IRS") rates in effect at the time of travel. These rates are designed to compensate the driver for gasoline, insurance, maintenance, and other expenses associated with operating the vehicle. This amount does not include bridge and road tolls, which are also reimbursable.

3. **Car Rental.** Rental rates that are reasonable and economical shall be eligible for purposes of reimbursement.

4. **Taxis/Shuttles.** Taxis or shuttle fares may be reimbursed, including a 15 percent gratuity per fare, when the cost of such fares is equal or less than the cost of car rentals, gasoline and parking combined, or when such transportation is necessary for time-efficiency.

E. LODGING

Lodging expenses will be reimbursed or paid for when travel on official District business reasonably requires an overnight stay. If such lodging is in connection with a conference, lodging expenses must not exceed the group rate published by the conference sponsor for

EXHIBIT A

the meeting in question if such rates are available at the time of booking. Travelers must request government rates, when available. If the group rate is not available, reimbursement at the IRS rate in effect at the time of travel shall apply (IRS Publication 463).

F. MEALS

A local expense reimbursement policy identifying a “per diem” of reasonable rates for meals is not adopted. Receipts for expenses for meals shall be required. Actual expenses shall be reimbursed subject to the maximum per diem for the meal as set by the IRS rate in effect at the time of travel. (See Cal. Gov’t Code § 53232.2(c) and Publication 1542 at www.irs.gov or www.policyworks.gov/perdiem.) The District will not pay for alcohol/ personal bar expenses.

G. MISCELLANEOUS

Officials will be reimbursed for actual telephone, fax, and parking expenses incurred on District business. Telephone bills should identify which calls were made on District business.

H. CASH ADVANCE POLICY

From time to time, it may be necessary for an official to request a cash advance to cover anticipated expenses while traveling or doing business on the District’s behalf. Such request for an advance should be submitted to the District ten (10) working days prior to the need for the advance with the following information:

1. The purpose of the expenditure(s);
2. The benefits of such expenditure to the residents of District;
3. The anticipated amount of the expenditure(s) (for example, hotel rates, meal costs, and transportation expenses); and
4. The dates of the expenditure(s).

Any unused advance must be returned to the District within five (5) working days of the official’s return, along with an expense report and receipts documenting how the advance was used. In the event the District is uncertain as to whether a request complies with this Policy, such individual must seek resolution from the Board of Trustees.

J. EXPENSE REPORT CONTENT AND SUBMISSION DEADLINES

All cash advance expenditures, credit card expenses and expense reimbursement requests must be submitted on an expense report form provided by the District. This form shall include the following advisory:

EXHIBIT A

“All expenses reported on this form must comply with the District’s policies relating to expenses and use of public resources. The information submitted on this form is a public record. Penalties for misusing public resources and violating the District’s policies include loss of reimbursement privileges, restitution, civil and criminal penalties as well as additional income tax liability.”

Expense reports must document that the expense in question met the requirements of this Policy. Officials must submit their expense reports within thirty (30) calendar days of an expense being incurred, accompanied by receipts documenting each expense. Restaurant receipts, in addition to any credit card receipts, are also part of the necessary documentation. Inability to provide such documentation in a timely fashion may result in the expense being borne by the official.

In the event the official does not attend the trip and non-refundable expenses have been incurred for registration, lodging and/or travel, the non-attending official shall submit a written explanation of the reasons for non-attendance to the District. The District shall determine if the public funds advanced must be reimbursed to the District. Any decision of the District may be appealed to the Board of Trustees.

All expenses are subject to verification that they comply with this Policy.

K. REPORTS TO BOARD

At the next regular Board of Trustees meeting, each official shall briefly report on meetings attended at District expense. If multiple officials attended, a joint report may be made.

L. COMPLIANCE WITH LAWS; VIOLATION

District officials should keep in mind that some expenditures may be subject to reporting under the Political Reform Act and other laws. All agency expenditures are public records subject to disclosure under the Public Records Act and other applicable laws. Use of public resources or falsifying expense reports in violation of this policy may result in any or all of the following: 1) loss of reimbursement privileges, 2) a demand for restitution to the District, 3) the agency’s reporting the expenses as income to the elected official to state and federal tax authorities, 4) civil penalties of up to \$1,000.00 per day and three times the value of the resources used, and 5) prosecution for misuse of public resources.

ITEM 9

SHORT TERM GOALS
May 1, 2018

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. Raising Elevation of South West Levee.

LONG TERM GOALS

8. CVFP Plan

ITEM 10

RD 1608: MASTER CALENDAR

JANUARY

- Annual Review of Trustee Compensation
- 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.

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:

Name	Term Commenced	Term Ends
Dan MacDonnell	2017	First Friday of Dec 2021
Brett Tholborn	2015	First Friday of Dec 2019
Michael Panzer	2015	First Friday of Dec 2019

Assessment Expires 6/30/2025

Emergency Operation Plan Review – September 2019

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 11

2153-0050

LETTER OF TRANSMITTAL

April 4, 2018

TO: District Office
Reclamation District No. 1608- Lincoln Village West
P.O. Box 4857
Stockton, CA 95204

FROM: Wendy L. Fuerte

RE: FY 18-19 Subventions Application

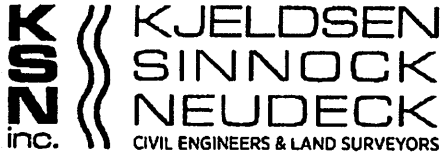
WE TRANSMIT THE FOLLOWING:

- | | | |
|---|--|--|
| <input type="checkbox"/> Drawings | <input type="checkbox"/> Shop Drawings | <input type="checkbox"/> Descriptions |
| <input type="checkbox"/> Specifications | <input type="checkbox"/> Agreements | <input checked="" type="checkbox"/> Copy of FY 18-19 Subventions Application |
| <input type="checkbox"/> Letter | <input type="checkbox"/> Proposal | <input type="checkbox"/> |

FOR YOUR:

- | | | |
|-----------------------------------|--|--------------------------------------|
| <input type="checkbox"/> Approval | <input type="checkbox"/> Review & Comment | <input type="checkbox"/> Information |
| <input type="checkbox"/> Use | <input checked="" type="checkbox"/> Record | <input type="checkbox"/> |

COPIES	DATE	DESCRIPTION
1	04/04/18	Copy of Reclamation District No. 1608 Delta levees Subventions Program Application for Fiscal Year 2018-2019.



Stephen K. Sinnock, P.E.
Christopher H. Neudeck, P.E.
Neal T. Colwell, P.E.
Barry O'Regan, P.E.

2153-0050

March 30, 2018

Ms. Andrea L. Lobato
Division of Flood Management
Delta Levees Office
3310 El Camino Avenue
Sacramento, CA 95821

**Re: Reclamation District No. 1608
Delta Levees Subventions Program
Application for Fiscal Year 2018-2019**

Dear Ms. Lobato:

Pursuant to Section 3.1 of the Delta Levee Subventions Program Preliminary Procedures and Criteria, and revisions thereto, Reclamation District No. 1608 hereby notifies you of its intent to participate in the Subventions Program for Fiscal Year 2018-2019.

Enclosed are two copies of the approved District's 2018-2019 Application for participation in the Delta Levees Subventions Program. Please prepare the agreements necessary for the District to participate in the program and transmit to the District and a copy to Kjeldsen, Sinnock & Neudeck.

If you have any questions or require additional information please call me at (209) 946-0268.

Sincerely,
KJELDEN, SINNOCK & NEUDECK, INC.

Wendy L. Fuerte

w/enclosures

cc: District Office
Mark Philipp, DFW

**R.D. No. 1608 - Lincoln Village West
F.Y. 2018-2019 DELTA LEVEE SUBVENTIONS PROGRAM APPLICATION**

SECTION I - GENERAL APPLICATION REQUIREMENTS

1. GENERAL

- A. The Board of Trustees of Reclamation District No. 1608 has authorized the filing of an Application for participation in the Delta Levee Subventions Program for fiscal year 2018 - 2019.
- B. Upon approval, the Board of Trustees of Reclamation District No. 1608 will execute, sign, and enter into an Agreement with the Central Valley Flood Protection Board of the State of California for financial assistance to perform maintenance and rehabilitation work in accordance with the provisions and criteria set forth in the Agreement.
- C. The District will provide the Central Valley Flood Protection Board with a certified resolution authorizing the execution and signature of the above Agreement.

2. DISTRICT INFORMATION

- A. The non-project levee system surrounding Lincoln Village West is under the jurisdiction of Reclamation District No. 1608. The District will continue to perform levee maintenance and rehabilitation work in accordance with established standards, provisions, and criteria. The non-project levee system starts approximately 0.2 miles East of Plymouth Road along the south bank of Five Mile Slough and then along the east and north bank of Fourteen Mile Slough to Plymouth Road.

Total Acreage Protected by Levees:	566 Acres
Non-Project Levee Miles:	3.6 Miles
Project Levee Miles:	<u>0 Miles</u> (Not Eligible for Program)
Total Miles:	3.6 Miles

- B. The land use of the area protected by the levee systems is urban and devoted solely to residential and commercial use and current plans do not include any changes.
- C. Approximately 10,000 persons inhabit Reclamation District No. 1608 on a permanent basis.
- D. The District derives its operating revenue from a Prop 218 assessment and a portion of the property tax paid yearly by the residence of the District. Revenue is used to fund flood control, levee maintenance, rehabilitation, and environmental requirements related to those lands or rights-of-way within the District's jurisdiction.
- E. Reclamation District No. 1608 did not apply for federal disaster assistance during the past fiscal year.
- F. The District will comply with current prevailing wage regulations.

3. WORK DESCRIPTIONS

- A. A full size (24" x 36") base map has been developed for this Reclamation District. A reduced (8.5" x 11") base map is included with this application.
- B. Maintenance Work
 - 1. Description of Work - Refer to Section I, Subsection 6, Annual Routine Levee Maintenance.
 - 2. Drawings - A general engineering work plan is included with this application. Additional detailed engineering plans of proposed major work activities have not been authorized by the District. Site specific engineering plans and work, when authorized, will be coordinated with the appropriate agencies prior to construction.
 - 3. Budget Cost of Proposed Work - Refer to Section I, Subsection 5A.
- C. Rehabilitation Work
 - 1. Description of Work - Refer to Section I, Subsection 7.
 - 2. Drawings - No specific plans or project sites have been developed or authorized by the District at this time.

**R.D. No. 1608 - Lincoln Village West
F.Y. 2018-2019 DELTA LEVEE SUBVENTIONS PROGRAM APPLICATION**

3. Budget Cost of Proposed Work - Refer to Section I, Subsection 5B.

D. Description of Any Material Borrow Sites

1. The District's planned work does not include the use of any borrow materials for this fiscal year.

4. LONG RANGE PLANS

A. The District's long range rehabilitation plans have concentrated on maintaining compliance with the Hazard Mitigation Plan (HMP) required by FEMA for future disaster assistance.

B. . Currently, the levees of the District exceed the HMP and PL94-99 specifications and essentially meet Bulletin 192-89 criteria. The levees are certified by FEMA as providing flood protection against a Base Flood (100 year) event.

C. The District has adopted the following long range design standards and plans for non-project levee system under their jurisdiction:

Crown Width	=	16 Feet
Crown Elevation	=	13.5 Feet (NAVD88)
Top of Riprap Elevation	=	? Feet (U.S.G.S. Datum)
Base Flood Elevation	=	9.9 Feet (NAVD88)
Waterside Slope	=	3 Horiz. to 1 Vert. (3:1)
Landside Slope	=	2 Horiz. to 1 Vert. (2:1)

D. Continuing Inspection Plans

1. The District plans to continue maintenance of its levee system to comply with HMP and State standards and requirements for maintenance and rehabilitation. The District will also conduct levee inspections and engineering surveys to keep abreast of subsidence, erosion, slipouts, and seepage along the levee section. In addition, periodic waterside levee slope inspections will be conducted at low tides to monitor existing conditions and riprap protection. Necessary repairs will be scheduled accordingly.

E. Environmental long range plans and goals consist of continued compliance with the requirements set forth under AB 360.

F. The District has determined that its long range levee maintenance and rehabilitation work and plans fall within the classes of projects which have been declared categorically exempt from the provisions of CEQA.

**R.D. No. 1608 - LINCOLN VILLAGE WEST
F.Y. 2018-2019 DELTA LEVEE SUBVENTIONS PROGRAM APPLICATION**

5. BUDGET COST ESTIMATE FOR PROPOSED WORK

	<u>2018-2019 APPLICATION</u>
A. ANNUAL ROUTINE LEVEE MAINTENANCE	
1. Levee Inspection	\$35,000
2. Rodent Control & Filling Burrows	\$5,000
3. Repair and Grading of Levee Patrol Roads, Access Roads & Ramps	\$50,000
4. Repair of Levee Erosion & Subsidence	
A. Minor Slip outs & Erosion Repairs	\$25,000
B. Subsidence of the Levee Section	\$0
C. Hydroseeding - Landside Erosion Repair	\$25,000
5. Removal of Drift Deposits & Debris from Levee & Waterside Berm	\$0
6. Levee Drainage Control	
A. Seepage & Boils	\$0
B. Core Trench Installation	\$0
7. Cleaning Drains & Toe Ditches Adjacent to Landside Levee Toe	\$0
8. Levee Vegetation Control & Management	\$25,000
9. Repair or Restoration of Waterside Slope Protection	\$35,000
10. Flood Emergency Planning & Preparation	\$5,000
11. Encroachments	
A. Removal of Encroachments & Restoration of Levee Section	\$0
B. Repair, Replacement, or Modification to Benefit Flood Control	\$15,000
C. Inspection & Review of existing or new encroachments	\$25,000
12. Levee Profile & Cross Sections	\$5,000
13. Other Levee & Underwater Surveys	\$15,000
14. Engineering Services & Subventions Program Management	
A. Program Management	\$30,000
B. Disaster Claim Management	\$0
C. Project Levees	\$0
D. Other	\$0
15. Other Maintenance	\$12,000
16. Management and Accounting	<u>\$3,500</u>
TOTAL ROUTINE LEVEE MAINTENANCE	<u><u>\$310,500</u></u>

**R.D. No. 1608 - LINCOLN VILLAGE WEST
 F.Y. 2018-2019 DELTA LEVEE SUBVENTIONS PROGRAM APPLICATION**

B. LEVEE REHABILITATION	<u>2018-2019 APPLICATION</u>
1. <u>Hazard Mitigation Plan Levee Improvements</u>	
A. Raising Levee to 1.0' Freeboard Plus 0.5' Tolerance	\$0
B. Flattening Waterside Slopes to 1½:1 and/or Landside Slopes to 2:1	\$0
C. Widening Levee Crown to 16'	\$0
D. Construction of Landside Berms for Stability	\$0
E. Construction of All-Weather Patrol Road, Levee Access Roads & Ramps	\$0
TOTAL HMP LEVEE IMPROVEMENTS	<u>\$0</u>
2. <u>Bulletin 192-82 Levee Work</u>	
A. Provide 1.5' Freeboard (Ag.) or 3.0' Freeboard (Urban) Plus 0.5' Tolerance	\$300,000
B. Flattening Waterside Slopes to 2:1 and/or Landside Slopes to 3:1	\$0
C. Re-widening of Levee Crown to 16'	\$75,000
D. Reconstruction & Upgrading of All-Weather Patrol Roads	\$75,000
E. Provide Turnouts, Access Roads & Ramps	\$0
F. Relocation of Toe Ditches Resulting from 192-82 Work	\$0
G. Replacement of Rock Protection Resulting from 192-82 Work	\$0
H. Levee modifications required by USACE for PL84-99 Compliance	\$0
I. Construction of Landside Berms for Stability	\$0
TOTAL BULLETIN 192-82 LEVEE WORK	<u>\$450,000</u>
3. <u>Other Rehabilitation Work</u>	
A. Levee Topographic Survey	\$10,000
B. Levee Geotechnical Analysis	<u>\$25,000</u>
TOTAL OTHER REHABILITATION WORK	<u>\$35,000</u>
TOTAL LEVEE REHABILITATION	<u>\$485,000</u>

**R.D. No. 1608 - LINCOLN VILLAGE WEST
 F.Y. 2018-2019 DELTA LEVEE SUBVENTIONS PROGRAM APPLICATION**

	<u>2018-2019 APPLICATION</u>
C. ENVIRONMENTAL MITIGATION	
1. Permit Compliance, CEQA	\$7,500
2. Mitigation & Agreements DFW/District Special Mitigation Project	\$5,000
3. Levee Enhancement & Vegetation Management	<u>\$0</u>
TOTAL ENVIRONMENTAL MITIGATION	<u>\$12,500</u>
D. FEMA/OTHER EXTRAORDINARY FLOOD COSTS (If Claimed for payment)	
1. *FEMA Disaster Costs Submitted to DWR	\$0
2. Disaster Costs Claimed for Payment by SB 34	\$0
TOTAL FEMA/OTHER	<u>\$0</u>
TOTALS BY CATEGORY	
A. ROUTINE LEVEE MAINTENANCE	\$310,500
B. LEVEE REHABILITATION	\$485,000
C. ENVIRONMENTAL MITIGATION	\$12,500
D. FEMA/OTHER (If Claimed for payment)	\$0
APPLICATION TOTALS	<u>\$808,000</u>

**R.D. No. 1608 - Lincoln Village West
F.Y. 2018-2019 DELTA LEVEE SUBVENTIONS PROGRAM APPLICATION**

6. ANNUAL ROUTINE LEVEE MAINTENANCE

A. General

1. The annual routine and regular maintenance of levees under the District's jurisdiction will consist of continuing with their regularly planned and scheduled maintenance activities.
2. The District's planned and budgeted activities and work items may require adjustment, elimination, increase, or decrease of certain line items in response to any or all of the following circumstances:
 - Unforeseen levee site conditions.
 - Changes in State and Federal standards and regulations.
 - Changes in levee maintenance and rehabilitation requirements, and/or environmental programs.
 - District budget/cash flow constraints.
3. Maintenance activities are performed District wide on an as needed basis and are in accordance with the District's "Agreement for Annual Routine Levee Maintenance" as required by DFW Code Section 1601. The District will notify the Delta Levees Subventions Program Staff in advance of activities that will impact overall habitat values.

B. Maintenance Activities

1. Levee Inspection - Routine and joint levee inspections to check on maintenance activities, discover any changes in levee conditions, and report conditions that need repairs or further engineering investigations.
2. Rodent Control - Extermination of burrowing rodents and filling of burrows, as needed.
3. Repair Minor Slipouts, Erosion, or Subsidence of the Levee Section - Repair of active levee slipouts, erosion, rodent burrows, subsidence, or other site specific conditions that threaten the safety and stability of the levee, as determined by engineering investigations. Levee cavities, which require considerable slope rebuilding, will be backfilled with clean earthen materials and compacted. All repair sites will be covered with clean quarry stone riprap or other suitable revetment materials. All site repairs that are contracted out and exceed the lengths set forth in the District's DFW Annual Routine Maintenance Permit Agreement will be applied for under a separate "Site Specific" DFW 1601 Agreement.
4. Removal of Drift Deposits and Debris from Levee and Berm - Removal of flood deposited woody or herbaceous vegetation and associated debris to alleviate significantly reduced channel capacities, threatened levee safety, and liability to the District and the public.
5. Vegetation Control - Limited continuation of annual weed/ vegetation/*Arundo donax* (bamboo) control on the levee crown and slopes in accordance with County, State, and federal requirements where the District has control on their individual lots. The numerous residential property owners perform their own landscaping and maintenance on lands they own along the urban levee system..
6. Flood Emergency Planning and Preparation - Activities shall be performed as needed.
7. Removing or Modifying Encroachments - Encroachments, which do not meet State standards, endanger levee safety, or interfere with levee maintenance and road access will be removed or modified. Existing encroachments (e.g., discharge pipes, siphons, slide/ flap/tide gates, weirs, drop structures, or other existing water control devices) are scheduled to be cleaned, repaired, raised, modified, and/or replaced as needed for operation and levee safety.
8. Levee Profiles, Cross Sections, and Other Surveys - Engineering and surveying services will be performed as needed.
9. Engineering Services and Delta Levee Subventions Program Management - Provide engineering services and Management as needed.

**R.D. No. 1608 - Lincoln Village West
F.Y. 2018-2019 DELTA LEVEE SUBVENTIONS PROGRAM APPLICATION**

10. Other Maintenance - No other levee maintenance activities are currently planned. However, unforeseen levee site conditions and requirements may require District action and maintenance work.

7. LEVEE REHABILITATION PLANS

A. work activities to be performed as needed for this fiscal year are as follows:

1. Site specific engineering plans and work will be coordinated with the appropriate agencies, including the Delta Levees Subventions Program Staff, following authorization for the work by the District and prior to commencement of the work.

SECTION II ENVIRONMENTAL MITIGATION & ENHANCEMENT

1. WORK DESCRIPTIONS

A. Habitat Assessment

1. The District's levee habitat assessment values are maintained by the California Department of Fish and Wildlife.

B. Authorities And Permit Compliance

1. CEQA

- a. The District has determined that the routine maintenance work described in this application is categorically exempt under CEQA and from the requirements of preparing a Negative Declaration or an E.I.R., as said work falls under the Class I Categorical Exemption as defined in Section 15301 of the California Environmental Quality Act. The District plans to file "Notices of Exemption" with the County of San Joaquin for the work described herein.

2. Regulatory

- a. The District will apply for and obtain any permits deemed necessary for work described in this application.
- b. The District anticipates that the majority of work described herein will be performed pursuant to one or more of the U.S. Department of Army, Corps of Engineers Nationwide Permits, when applicable.
- c. Where applicable, the District will apply for and obtain a "Site Specific" Streambed Alteration Agreement through the Department of Fish and Wildlife in compliance with DFW Code Section 1601.
- d. Pursuant to DFW Code Section 1601, the District has signed the "Agreement for Annual Routine Levee Maintenance" Notification No. 1600-2005-0228-R2.

2. NET HABITAT IMPROVEMENT MANDATES

- A. The District will comply with the Net Habitat Improvement Mandates required by AB 360. If habitat enhancement projects are required, the District will request participation in the DWR & DFW sponsored programmatic "habitat improvement" projects.

3. MITIGATION PLANS

- A. The District will comply with the Net Habitat Improvement Mandates required by AB 360, by this request to participate in DWR & DFW sponsored programmatic habitat improvement projects.

4. LONG RANG MITIGATION PLANS

- A. Continued work with DFW and DWR in a manner consistent with signed agreements and conditions set forth under AB 360.

DEPARTMENT OF WATER RESOURCES

1416 NINTH STREET, P.O. BOX 942836
SACRAMENTO, CA 94236-0001
(916) 653-5791



APR 05 2018

Ms. Jean Knight, Secretary
Reclamation District No. 1608
Post Office Box 4857
Stockton, California 95204

Dear Ms. Knight:

This letter confirms that the Delta Levees Subventions Program received a Fiscal Year 2018-2019 Subventions Application from Reclamation District 1608. The Fiscal Year 2018-2019 Subventions Program annual expenditure plan is being prepared for \$12,000,000 of Proposition 1E funds and will be presented to the Central Valley Flood Protection Board for approval.

If you have any questions, please contact me at (916) 651-9295 or Sandra Maxwell of my staff at (916) 651-7009.

Sincerely,

A handwritten signature in black ink, appearing to read "Andrea L. Lobato".

Andrea L. Lobato, P.E., Manager
Delta Levees Program



General Services Department

Marcia Cunningham, Director
David Castagna, Assistant Director

Capital Projects · Facilities Management · Office of Emergency Services · Parks and Recreation

April 4, 2018

FROM: Marcia Cunningham, Director of General Services

SUBJECT: ANNOUNCEMENT OF DEPUTY DIRECTOR – EMERGENCY SERVICES



We are elated to announce the new Deputy Director for the Office of Emergency Services, Shellie Lima. Prior to joining the General Services team, Shellie was part of the San Joaquin County Emergency Medical Services Agency as the Regional Disaster Medical Health Specialist for Mutual Aid Region IV. Shellie worked to manage and improve the regional medical and health mutual aid and mutual cooperation system; coordinated medical and health resources; supported the development of the Medical and Health Operational Area Coordination System, and supported the States medical and health response system through the development of information and emergency management systems.

Shellie is a graduate of Park University and earned her Master's in Business Administration (MBA) from University of the Pacific. She is also a United States Air Force Veteran of 6 years. Please join us as we extend our congratulations to Shellie. She can be reached at 209-953-6208 or via email at slima@sjgov.org.

