

**AMENDED MEETING AGENDA FOR
RECLAMATION DISTRICT NO. 1608
BOARD OF TRUSTEES REGULAR MEETING
8:00 A.M. JANUARY 9, 2019
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 December 5, 2018.
3. Financial Report. Review, discuss, and accept financial report.
 - (a) CalMutual JPRIMA By-Laws Amendment.
4. Engineer's Report. Request for directions and approvals.
 - (a) Notice To Show Cause Hearing In Order To Determine If District Counsel Should Commence Appropriate Court Proceedings Due to Failure to Comply with Levee Encroachment Standards and/or Revoke Encroachment Permits - Mr. Morgan & Susan Mayfield, 4149 Fort Donaldson Drive, Index No 127, Lot 22200 APN 098-420-16
 - (b) Consider new permits requests from homeowners.
 1. 6669 & 6713 Embarcadero Dr., APN 098-400-16 & 098-130-22
Owner Embarcadero West Condominiums – Review status of application for existing stairs with railing and other encroachment features located on the landside slope of the District's Levee.
installation of stairwell Railing.
 - (c) Discussion and Direction regarding Sediment Removal Project.
 - (d) Resolution 2019-01 Authorizing and Directing Filing of Notice of Exemption for Sediment Removal Maintenance.
5. Levee Superintendent Report. Request for directions and approvals.
 - (a) Approve Contract with Harlan Services, Inc. regarding Annual Weed Control Services.
6. Trustee Compensation. Review.
7. Meeting Location. Changing the Location of Regular Meetings.

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.

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. Correspondence.
13. Approval of Bills.
14. Staff Reports.
 - (a) Attorney. The Agenda for this meeting was posted on the window outside the meeting room at 509 West Weber Avenue, Stockton, California, at least seventy-two (72) hours preceding the meeting.
15. Adjournment.

This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the Americans with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code §54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact Jean Knight at 209/948-8200 during regular business hours, at least forty-eight hours prior to the time of the meeting.

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**AMENDED AGENDA PACKET
RECLAMATION DISTRICT 1608
January 9, 2019**

<u>ITEM</u>	<u>COMMENTARY</u>
1.	Self-explanatory.
2.	Please see attached.
3.	Please see attached.
4.	Please see attached.
5.	Please see attached.
6.	Please see attached.
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.	Self-explanatory.
15.	Self-explanatory.

ITEM 2

MINUTES OF THE REGULAR MEETING OF BOARD OF TRUSTEES
FOR RECLAMATION DISTRICT 1608
HELD WEDNESDAY, DECEMBER 5, 2018

A Regular Meeting of the Board of Trustees of Reclamation District 1608 was called to order at 8:00 a.m. by President Panzer on December 5, 2018, at the law offices of Neumiller & Beardslee, 509 W Weber Avenue, 5th Floor, Stockton, California.

TRUSTEES PRESENT WERE:

MICHAEL PANZER
BRETT THOLBORN
DAN MacDONNELL

OTHERS PRESENT WERE:

DANIEL SCHROEDER
ANDY PINASCO
CHRIS NEUDECK
JEAN L. KNIGHT
JOE BRYSON
DOMINICK GUILLI
BOB GUTIERREZ

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. Mr. Guilli had a question about a friend of his who owns the old Le Bistro Restaurant who is interested in doing improvements to it. His questions centered on SB5 as Mr. Guilli said the owner couldn't do anything because of SB5. He wanted to know some details about it and asked, is the District bound by requirements of SB5?

Bob Gutierrez was present at the meeting as he said he represents the owner of the old Le Bistro restaurant and wondered how SB5 tied in with the District. He said he was present at the meeting to learn a little more about reclamation districts. Mr. Schroeder said he could talk to Mr. Gutierrez about this after the meeting.

2. **Approval of Minutes.** Minutes of the regular meeting of November 7, 2018. After review,

It was moved, seconded (B. Tholborn/D. MacDonnell) and unanimously carried by the Trustees of Reclamation District 1608 that the minutes of the regular meeting of November 7, 2018 be approved as read.

3. **Financial Report.** Review, discuss, and accept financial report. Secretary Knight presented the financial report and noted the District had received some interest that was higher than budgeted for and also a small amount of assessment money. She had questions about some

entries in the engineering line items and she will work with engineer Neudeck on how to categorize these expenditures. Mr. Guilli had questions about the large amount the District has in reserve and made several suggestions for spending but after speaking was advised that the money set aside in the reserves was earmarked for the sediment removal project which will not only use the reserves but likely go beyond what has been set aside. After discussion ended,

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

- (a) Review and Accept 2017-2018 Audit Report and Authorize Execution of the Letter of Representation. Dan Schroeder presented this item and reported that the audit was a positive report and Trustee Tholborn (a CPA) also said it was a standard report and a good report and as good as it can be. There was some discussion about some Districts being treated as corporations and he worked with 2 that were treated this way. It was not thought that RD1608 would go in that direction. After review,

It was moved, seconded (B. Tholborn/D. MacDonnell) and unanimously carried by the Trustees of Reclamation District 1608 that the 2017-2018 Audit Report be approved and authorized the execution of the Letter of Representation.

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

Referring first to the engineer's report, Mr. Neudeck reported on the following:

I.A. Report on status of installing the Metal Barrier Fence at 14 Mile Slough and Interstate 5. Mr. Neudeck reported he does not have a report on this item as the work has not begun. He is hoping that by January, 2019, he will have more information.

II. A. Permit Requests from Homeowners:

- (1) 6713 & 666 Embarcadero. Chris Neudeck reported on this permit request and initially thought the District should ok the approval of as-built conditions with one condition that the association must diligently keep up with the overgrown vegetation. However, after further discussion, the railing became an issue and at this time, a railing, such as on this property, is not approved within the District's Levee Standards with the condition that the District could remove it if necessary. It was thought that this item should be looked at more closely. Mr. Neudeck said that he had other items he may want to add to amend the standards. At this time, this item will be held off until the February meeting.

II. FEMA Mapping Status.

- A. Review progress of eLOMA application. Chris Neudeck presented this item and directed Trustees and staff to review Exhibit E: KSN Inc. eLOMA status summary dated November 29th prepared by engineer Jacob Bejarano.

III. Sediment Removal Project

- A. Review progress of permitting process with the Board of Trustees. Chris Neudeck reported that he met with the Wright Elmwood Tract Board at the time of RD1608's meeting last month. He referred Trustees and staff to Exhibit F: KSN Inc. Summary of work activities associated with the sediment removal project dated November 30, 2018. He said the meeting was a little tense to start with as Mr. Muzio was not in support of anything to do with RD1608 for various reasons. However, the other 2 trustees and attorney Dante Nomellini did approve the planned work and the matter passed their Board. This will allow the pipe to go over the levee only. Mr. Neudeck reported that Dante Nomellini will work on the agreement. Grupe is the fee title owner and the land is being managed by a vineyard. They worked on a route that was best and it would be good if the District could obtain a temporary easement. This has not yet been done but attorney Schroeder will look into this.

IV. Flood Safety Plan Annual Refresher. Review of the District's Emergency Operation plan and Flood Contingency map along with Flood preparedness protocols. Chris Neudeck gave a Power Point Presentation on the District's Flood Safety Plan. It was an annual refresher. There were questions along the way through the presentation and one of those was "who has authority to carry out the emergency declaration with the County? Ron Baldwin is not working with the County anymore and is on staff at Kjeldsen, Sinnock & Neudeck. It appears at this point the best way to make this happen is to go to the Chair of the Board of Supervisors and have them declare it. As a side note with respect to the sediment removal project, Mr. Neudeck reported that the dredging will be near the docks but the engineers are not dredging underneath the docks. Some of the homeowners are asking and Mr. Neudeck is responding that removing the docks will not be necessary and the District's permit does not cover that.

Another note from the presentation was that next September, the plan will be reviewed again. A question about In Shape City and it being the command center led to a discussion about the attorneys working on an agreement and the current owners' attorneys coming back wanting several thousand dollars a year and the District's attorneys saying this doesn't make sense. Other potential command centers could be 24 Hour Fitness and Mable Barron School. When this is revisited in September, the District will need to talk more about this.

There was also discussion about NIMS training. Dana Carey and Ron Baldwin could work on this and more training will hopefully come about for two of RD1608's Trustees. It should be within the next 45 days or going into the spring time. The District needs to work on certifications. Dan Schroeder and Chris Neudeck will be working on this.

- (a) Consider new permits requests from homeowners.

1. 4149 Fort Donaldson Drive, Index No 127, Lot 22200 APN 098-420-16 Owners Mr. Morgan and Mrs. Susan Mayfield – Seeks removal of vegetation and installation of gravel. The Mayfields are not getting the work done. Mr. Neudeck reported he had made every attempt to make them comply. The attorney will now send the Mayfields an Order to Show Cause letter.
 2. 6669 & 6713 Embarcadero Dr, APN 098-400-16 & 098-130-22 Owner Embarcadero West Condominiums – Review status of application for existing stairs with railing and other encroachment features located on the landside slope of the District’s Levee. Installation of stairwell Railing. Please see engineering report on Page 3 of minutes.
- (b) Discussion and Direction regarding Sediment Removal Project. See Page 4 of Minutes.
- (c) Emergency Plan Review. Done by Chris Neudeck. See Page 4 of Minutes.

Dominick Guilli asked about the Letter of Map revision and being in a holding pattern and areas that are out of our District that are causing problems within our District. Mr. Neudeck reported that FEMA is not in a remapping mode and need time to get done and may not get it done soon. The ball is in their court.

Regarding the sediment removal spoils, Mr. Guilli asked if the Port of Stockton approved the placement of the material. Chris Neudeck responded, yes.

5. **Meeting Location.** Adopt Resolution 2018-12 Changing the Location of Regular Meetings. Neumiller & Beardslee. Dan Schroeder presented this item by reporting that the law firm of Neumiller & Beardslee will be moving its physical office and the District’s meeting location, to 3121 W. March Lane, Stockton, CA 95219. The move is scheduled to take place after the next Board meeting but in case there is a delay, the resolution sets out that the meeting location may continue at the current location if the new one is not ready. After review,

It was moved, seconded (B. Tholborn/D. MacDonnell) and unanimously carried by the Trustees of Reclamation District 1608 that Resolution 2018-12 Changing the Location of Regular Meetings. Neumiller & Beardslee be approved.

6. **Levee Superintendent Report.** Request for directions and approvals. Joe Bryson went over his Levee Superintendent Report.
7. **Report by Trustees on meetings attended and upcoming meetings.** Request for direction. No report.

8. **District Calendar.** Discussion and direction.

- (a) Change January 2, 2019 Meeting Date. Two trustees are not available for the January 2nd meeting. It was suggested and agreed upon that the meeting will be held the following Wednesday, January 9th. Therefore,

It was moved, seconded (B. Tholborn/D. MacDonnell) and unanimously carried by the Trustees of Reclamation District 1608 that the regularly scheduled meeting of January 2, 2019 be moved to January 9, 2019.

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

No report.

10. **Discussion and direction on Short-Term and Long-Range Goals.** No report.

11. **District Calendar.** Discussion and direction. No report.

12. **Correspondence.** No correspondence.

13. **Approval of Bills.** The Bills to be Paid List for December, 2018 was presented and reviewed and,

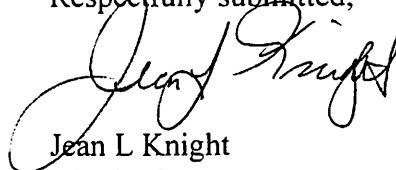
Upon motion duly made, seconded (B. Tholborn/D. MacDonnell) and unanimously carried by the Trustees of Reclamation District 1608, the Bills to be Paid List for December, 2018 as presented, was approved.

14. **Staff Reports.**

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

15. **Adjournment.** The meeting adjourned.

Respectfully submitted,



Jean L Knight
District Secretary

ITEM 3



December 7, 2018

Dear Member:

As part of JPRIMA's recent strategic planning process, a variety of issues were raised regarding JPRIMA's future. As a result of those discussions, a series of very exciting initiatives are on the horizon that will provide added benefits to the members and fulfill JPRIMA's statutory goal in providing not only best of class insurance, but also operational assistance, to its members.

One item that was extensively discussed was the need to maintain JPRIMA's focus, heading into the future, on assisting mutual water companies and small water systems throughout the state. The Board of Directors has concluded it is important for JPRIMA to continue to have majority representation on the Board from mutual water companies, to ensure that focus remains. As such, the Board of Directors has preliminarily approved the attached Resolution to amend the JPRIMA Bylaws to require that a majority of the Board must consist of directors who are directors, managers or other employees of a mutual water company member, and to further provide that requirement may only be changed by a later Bylaw amendment approved by at least eighty percent (80%) of the Board.

JPRIMA's Bylaws authorizes the Board of Director to amend the Bylaws, but the members must be given at least 30 days' prior written notice of any amendment. This e-mail constitutes that written notice. Please feel free to provide us with any comments you have concerning the attached amendment. The JPRIMA Board will be considering this amendment at its January 15, 2019 meeting.

Thank you very much,

Jim Byerrum

Jim Byerrum, President
California Association of Mutual Water Companies
Joint Powers Risk and Insurance Management Authority

RESOLUTION NO. __-2019-1

RESOLUTION OF THE BOARD OF DIRECTORS OF THE
CALIFORNIA ASSOCIATION OF MUTUAL WATER COMPANIES
JOINT POWERS RISK AND INSURANCE MANAGEMENT AUTHORITY
AMENDING ARTICLE III, SECTION 3.1 OF AUTHORITY'S BYLAWS

WHEREAS, Article IX of the Bylaws of the California Association of Mutual Water Companies Joint Powers Risk and Insurance Management Authority ("Authority") provides that the Authority's Board of Directors, upon a two-thirds vote, may amend the Authority's Bylaws after having given the Authority's members at least thirty (30) days' prior written notice of the proposed amendment; and

WHEREAS, the Authority's Board of Directors desires to amend Article III, Section 3.1 of the Authority's Bylaws, as provided below; and

WHEREAS, the Authority's Board of Directors has provided the Authority's membership with at least thirty (30) days' prior written notice of this proposed amendment,

NOW, THEREFORE BE IT RESOLVED that Article III, Section 3.1 of the Authority's Bylaws is amended to read as follows, with the newly added provision underlined:

SECTION 3.1. Governing Body; Qualifications. The governing body of the Authority shall be the Board of Directors, which may be referred to herein as the "Board." A person must be a director, manager or other employee of a Member in order to be eligible to serve on the Board. At all times, the majority of the Board must consist of directors who are directors, managers or other employees of a Member that is a mutual water company (that is a Regular Member of the California Association of Mutual Water Companies), and this requirement may only be changed by an amendment hereof approved by at least eighty percent (80%) of the Board.

ADOPTED, SIGNED and APPROVED, at a Regular Meeting of the Board of Directors of the Authority this ___th day of _____, 2019.

CALIFORNIA ASSOCIATION OF MUTUAL WATER
COMPANIES JOINT POWERS RISK AND
INSURANCE MANAGEMENT AUTHORITY

Jim Byerrum, Chair

ATTEST:

Ken Bradbury, Secretary

STATE OF CALIFORNIA)
)
COUNTY OF LOS ANGELES) ss.

I, KEN BRADBURY, Secretary of the California Association of Mutual Water Companies Joint Powers Risk and Insurance Management Authority ("Authority") do hereby certify that the foregoing Resolution No. __-2019-1 was duly adopted by the Board of Directors of said Authority at a Regular Meeting thereof held on _____, 2019, and that it was so adopted by the following vote:

AYES: Directors: Armstrong, Bradbury, Byerrum, McCoy, Michalko, Nunneley, Tchong, Yamashita-Lopez

NOES: Directors: None

ABSENT: Directors:

ABSTAIN: Directors: None

Ken Bradbury, Secretary of the California Association of Mutual Water Companies Joint Powers Risk and Insurance Management Authority

STATE OF CALIFORNIA)
) ss.
COUNTY OF LOS ANGELES)

I, KEN BRADBURY, Secretary of the California Association of Mutual Water Companies Joint Powers Risk and Insurance Management Authority (“Authority”) do hereby certify that the above and foregoing is a true and correct copy of Resolution No. ___-2019-1 of said Board, and that the same has not been amended or repealed.

Dated: _____, 20__

Ken Bradbury, Secretary

ITEM 4



Neumiller & Beardslee

ATTORNEYS AND COUNSELORS - EST. 1933

1774 Broadway, Stockton, CA 95219

73650-38118

via U.S. Mail

509 West Weber Avenue
Fifth Floor
Stockton, CA 95203

Post Office Box 20
Stockton, CA 95201-3020

(209) 948-8200
(209) 948-4910 Fax

NEUMILLER.COM

December 11, 2018

Mr. Morgan & Susan Mayfield
4149 Fort Donelson Drive
Stockton, CA 95219

Re: **NOTICE TO SHOW CAUSE HEARING IN ORDER TO
DETERMINE IF DISTRICT ATTORNEY SHOULD
COMMENCE APPROPRIATE COURT PROCEEDINGS**

Dear Mr. Mayfield:

Please be advised that this office is general counsel for Reclamation District 1608 (the "District"). By letter dated April 13, 2018, the District's Engineer notified you that the existing vegetation cover on your property at 4149 Fort Donelson Drive, Stockton, California (the "Property") was in violation of the District's Levee Encroachment Standards and directed you to trim the vegetation to allow maximum visibility for inspection of the side and bottom of the levee. As of the date of this letter, you have failed to trim the existing vegetation required to bring your Property into compliance with the District's Levee Encroachment Standards.

Due to your ongoing failure to trim the vegetation on your Property, you are hereby requested to appear before the Board of Trustees of Reclamation District No. 1608 at 8:00 a.m. on Wednesday, January 9, 2019, at the Fifth Floor, 509 West Weber Avenue, Stockton CA, to show cause as to why your Property remains in violation of the District's Levee Encroachment Standards.

Your failure to either remedy the violation or appear before the Board on January 9, may result in the Trustees taking the following action:

1. Direct the Attorney for the District to commence appropriate legal action to have the existing vegetation trimmed; and/or
2. Revoke any existing permits you may have, and order all encroachments removed.

You may avoid appearing before the District's Board and any resulting action taken by the District to remedy the violation on your Property by trimming the existing vegetation cover yourself prior to January 8, 2019, and allowing the District's Engineer (Christopher H. Neudeck, at KSN, Inc., at 209-946-0268) to inspect and confirm the existing vegetation has been trimmed.

Thank you very much for your courtesy and cooperation.

Very truly yours,

A handwritten signature in black ink, appearing to read 'DJS', with a long horizontal line extending to the right.

DANIEL J. SCHROEDER
Attorney at Law

DJS/cct

cc: Board of Trustees
Joe Bryson, Levee Superintendent
Chris Neudeck, District Engineer
Jean Knight, District Secretary

**RECLAMATION DISTRICT NO. 1608
RESOLUTION 2019-01**

**RESOLUTION AUTHORIZING AND DIRECTING FILING OF NOTICE OF
EXEMPTION FOR SEDIMENT REMOVAL MAINTENANCE**

WHEREAS, the Board of Trustees ("Board") of Reclamation District 1608 ("District"), has determined that the Sediment Removal from portion of 14-Mile Slough (Project) consists of routine maintenance to existing levee improvements; and

WHEREAS, the purpose of the Project is to facilitate future levee repairs along the north bank of 14-Mile Slough, especially during flood fight periods; and

WHEREAS, residences along the Project area prohibit land-side access for construction equipment to perform levee repairs leaving access to the levee only on the water side of the levee through 14-Mile Slough, which has no substantial structures, but 14-Mile Slough is too shallow for barge access; and

WHEREAS, the District desires to deepen the existing 14-Mile Slough channel to provide enough depth for water access to allow levee repairs and improvements.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The Project would deepen the existing channel to elevation -5.0 NAVD 1988, which would provide enough depth for water access to allow levee improvements consists of routine maintenance to existing levee improvements and falls within the categorical exemptions to the California Environmental Quality Act pursuant to Section 15304(d) of the Guidelines for the California Environmental Quality Act, California Administrative Code of Regulations, Title 14, Chapter 3, Article 19.
2. The District finds the proposed work will not have a material adverse effect upon the environment.
3. That said work does not constitute an exception to the exemptions of the California Environmental Quality Act.
4. That Christopher H. Neudeck is hereby directed to prepare and file with the County Clerk of San Joaquin County for posting, a "Notice of Exemption" pursuant to California Administrative Code, Title 14, Chapter 3, Section 15062.

PASSED AND ADOPTED by the Board of Trustees of Reclamation District No. 1608 at a meeting thereof held on this 9th day of January, 2019, by the following vote, TO WIT:

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

RECLAMATION DISTRICT NO. 1608
A Political Subdivision of the
State of California

By: _____
MICHAEL PANZER, President

ATTEST:

JEAN KNIGHT, Secretary

CERTIFICATION

I, JEAN KNIGHT, Secretary of Reclamation District No. 1608, do hereby certify that the foregoing is a full, true and correct copy of a resolution of Reclamation District No. 1608 duly passed and adopted at a regular meeting of the Board of Trustees thereof held on the 9th day of January, 2019.

Dated: _____, 2019.

JEAN KNIGHT, Secretary
Reclamation District No. 1608

Notice of Exemption

To: Office of Planning and Research
PO Box 3044, 1400 Tenth Street #222
Sacramento, CA 95812-3044
Fax 916-324-9936

From: Reclamation District No. 1608
P.O. Box 4857
Stockton, CA 95204

County Clerk
County of San Joaquin
44 N San Joaquin St #260
Stockton, CA 95202

Project Title: RD 1608 14-Mile Slough Maintenance Dredging Project

Project Location – Specific: Along 14-Mile Slough, Stockton, CA from Grupe Park in the Lincoln Village West development westward to the Village West Marina.

Project Location – City: Stockton

Project Location – County: San Joaquin County

Description of Nature, Purposes and Beneficiaries of the Project:

The purpose of the project is to facilitate future levee repairs along the north bank of 14-Mile Slough, especially during flood fight periods. Residences prohibit land-side access for construction equipment. Access to the levee is available on the water side of the levee, which has no substantial structures, but 14-Mile Slough is too shallow for barge access. The proposed project would deepen the existing channel to elevation -5.0 NAVD 1988, which would provide enough depth for water access to allow levee improvements.

Name of Public Agency Approving Project: Reclamation District No. 1608

Name of Person or Agency Carrying Out Project: Reclamation District No. 1608

Exempt Status:

- Ministerial (Sec. 21080(b)(1); 15268);
- Declared Emergency (Sec. 21080(b)(3); 15269(a);
- Emergency Project (Sec. 21080(b)(4); 15269(b)(c);
- Categorical Exemption. State type and section number: Class 4, Minor Alterations to Land (15304) (d), Maintenance Dredging.
- Statutory Exemptions. State code number: _____

Reasons why project is exempt: The project consists of maintenance dredging where the dredge spoils will be deposited in a spoil disposal area authorized by all applicable State and federal regulatory agencies.

Lead Agency Contact Person: Christopher H. Neudeck, District Engineer

Area Code/Telephone/Extension: (209) 946-0268

Signature: _____ Date: _____

Reclamation District No. 1608
Christopher H. Neudeck, District Engineer

Signed by Lead Agency

Date received for filing at OPR: _____

ATTACHMENT A

RD 1608 14-MILE SLOUGH MAINTENANCE DREDGING PROJECT CITY OF STOCKTON, SAN JOAQUIN COUNTY, CALIFORNIA

PROJECT NARRATIVE

Reclamation District (RD) No. 1608 proposes to conduct maintenance dredging of 14-Mile Slough. The proposed dredging would be within the existing open water area of 14-Mile Slough and would extend approximately 5,450 feet. The eastern terminus of the dredging would be near Grupe Park, a community park operated by the City of Stockton in the Lincoln Village West development. The western terminus would be Village West Marina, a privately-owned boat marina. Dredging would re-establish a channel that is approximately 45 feet wide with 2:1 side slopes, extending waterward ten feet from the toe of the levee along the northern bank of 14-Mile Slough. The purpose of the dredging is to restore the slough to a previous depth of -5.0 feet North American Vertical Datum 1988, which is approximately 3 to 4 feet below the existing slough bed.

Dredging equipment would be mounted on a small barge that can be maneuvered into 14-Mile Slough either under its own power or by use of small work boats. Equipment on the barge would include a 500-700 horsepower diesel engine, a rotating cutter head with an inside diameter of 10-14 inches, and a pump to both suction the cut sediment and to push the dredge spoil in a pipeline to the disposal site. The cutter head and the suction inlet would be mounted at the end of a ladder, which would be a swinging-boom type structure connected to the barge. Controls on the barge would be used to alter the vertical and lateral angle of the ladder, the depth and rotation speed of the cutting head, and the ratio of sediment to water within the spoil that is pumped. Based on the target dredge depth, 2017 bathymetric survey and current dredge design, approximately 61,000 cubic yards of sediment are anticipated to be dredged from approximately 7.5 acres of 14-Mile Slough.

The dredge spoil is expected to be a slurry of 80% water and 20% sediments, which would be transported via pipeline to the placement facility. The pipeline would be 14-inch high-density polyethylene (HDPE) 2-3 miles. At least one 300-horsepower booster pump would be required to transport the spoil through the pipeline. The pipeline would be placed on the slough bottom, then on the ground surface from 14-Mile Slough to the disposal site. The pipeline alignment consist mainly of existing farm roads and avoids wetlands and sensitive habitats. The pipeline would cross three non-project levees and the San Joaquin River. At levee locations, the pipeline would be placed over the existing crown and covered with native materials to make an access ramp over the pipeline. Based on information from the project engineer, while the dredging contractor will determine the method of pipeline placement beneath the river, it would likely be a steel pipe that is sunk to the river base and fixed there, with floating flexible hose attached to either end. Floating sections of the pipeline location would be marked by a series of buoys to warn boaters.

The dredged materials would be disposed of at the Port of Stockton's Roberts No. 1 (RN-1) facility. The RN-1 placement site is permitted to receive dredged spoil under RWQCB General Order No. R5-2004-0061, as amended by General Order No. R5-2009-0085.

FILE COPY ONLY, ATTACHMENT 2

**RD 1608 14-MILE SLOUGH MAINTENANCE DREDGING PROJECT
CEQA NOTICE OF EXEMPTION**

DETAILED CEQA EXEMPTION ANALYSIS

The purpose of this attachment is to document the Reclamation District's (RD) determination that the RD 1608 14-Mile Slough Dredging Project is exempt from the California Environmental Quality Act (CEQA). The "proposed project" as considered in this analysis is described in the Notice of Exemption and Attachment A.

CEQA is structured to provide an appropriate level of environmental review for proposed projects, which reflects their type, size and potential for environmental impact. Some undertakings are not considered "projects" as defined under CEQA and require no consideration whatsoever. However, the proposed project is a "project" as defined by CEQA and requires consideration. Certain projects may qualify for an exemption from detailed CEQA review. This determination is made based on the nature of the project and whether it is consistent with the description of exempt activities in CEQA and/or the CEQA Guidelines. Projects may be specifically exempted by statute (Statutory Exemptions) or belong to one or more classes of exempt projects (Categorical Exemptions) described in the statute, in the State CEQA Guidelines, or in the local agency's CEQA guidelines. A project may also qualify for a "general rule" exemption as described in the State CEQA Guidelines Section 15061(b)(3) in which:

(t)he activity is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.

If a project does not qualify for a CEQA exemption, further environmental impact analysis is required. Non-exempt projects must be reviewed in an Initial Study or an Environmental Impact Report, depending on the project's potential to result in significant environmental effects, and whether or not such effects can feasibly be mitigated to a less than significant level.

STATUTORY EXEMPTIONS

The proposed project was first reviewed with respect to each of the potential statutory exemptions defined in CEQA Guidelines Article 18 - Statutory Exemptions. The proposed project does not qualify for an exemption from CEQA under any statutory provisions.

CATEGORICAL EXEMPTIONS

The project was then reviewed with respect to the categorical exemption classes defined in Article 19 Categorical Exemptions of the CEQA Guidelines. Most of the categorical exemptions defined in this article are not applicable to the proposed project; however, the project is consistent with the following exemption classes:

Class 4. Minor Alterations to Land (CEQA Guidelines Section 15304), subsection "g" Maintenance dredging where the spoil is deposited in a spoil area authorized by all applicable state and federal regulatory agencies;

The proposed project is exempt from CEQA for the following reason.

Class 4. Minor Alterations to Land

The proposed project involves maintenance dredging will occur within a previously dredged portion of 14-Mile Slough where the spoils are deposited in a spoil area authorized by State and federal regulatory agencies at the Port of Stockton's Roberts No. 1 (RN-1) facility. Temporary pipeline used to transport spoils would be placed on the 14-Mile slough bottom, the ground surface from 14-Mile Slough to the placement site, mainly adjacent to existing farm roads to avoid wetlands or sensitive habitats and the dredged channel of the San Joaquin River.

Exceptions to Categorical Exemptions

CEQA and the CEQA Guidelines define certain instances when, even though a project conforms to the definition of a categorical exemption, the exemption may not be applicable, because the project has the potential to involve significant environmental effects by virtue of its location, its scope or the presence of unusual circumstances. These instances are defined in CEQA Guidelines Section 15300.2, which is shown in its entirety in Attachment 3. Class 1 exemptions are not subject to exception review; nevertheless, a review of the exceptions and their applicability to the project is provided below.

15300.2(a) Location. Class 1 and 2 exemptions are not qualified by consideration of where the project is to be located. However, Class 4 exemptions are qualified by consideration of where the project is to be located. The proposed project is within previously-dredged channels, and dredge spoil is to be deposited on previously used disposal areas. The project is not a particularly sensitive environment.

15300.2(b) Cumulative Impact. Any categorical exemption is inapplicable if the cumulative impact of successive projects of the same type in the same place, over time is significant. The Reclamation District No. 1608 has no plans to implement similar projects that would involve environmental effects that could, in combination with the potential effects of the proposed project, cause significant environmental effects. The project itself would have no significant or potentially significant environmental effects; therefore, it will not contribute to significant cumulative impacts.

15300.2(c) Significant Effect. A categorical exemption cannot be used for any project when there is a reasonable possibility that the project will have a significant effect on the environment due to unusual circumstances. The Reclamation District No. 1608 has considered the range of possible environmental effects that might be attributed to the project, and it finds that there is no reasonable possibility that the project could have a significant effect on the environment. The project will occur on a site that has been previously dredged, graded, paved, or otherwise disturbed. RD 1608 will implement any recommendations contained in the Biological Assessment for the project. There are no known unusual circumstances associated with the project that would warrant further consideration of significant environmental effects.

15300.2(d) Scenic Highways. The project is not located on or near a designated state scenic highway. The project would not involve any effect on scenic resources.

15300.2(e) Hazardous Waste Sites. The project is not located on a site that is included on any list compiled pursuant to Section 65962.5 of the Government Code (Cortese List). The project site is not located on the specified list.

15300.2(f) Historical Resources. The project would not involve any effects on known historical resources.

LEAD AGENCY DETERMINATION

On the basis of the above analysis, the Reclamation District No. 1608 has determined that the project is exempt from CEQA review. A Notice of Exemption will be prepared and filed with the County Clerk of San Joaquin County and with the State Clearinghouse upon approval of the project.

Reclamation District No. 1608
Chris Neudeck, District Engineer

Date

**RD 1608 14-MILE SLOUGH MAINTENANCE DREDGING PROJECT
CEQA NOTICE OF EXEMPTION**

**EXCERPTS FROM STATE CEQA GUIDELINES
ARTICLE 19 - CATEGORICAL EXEMPTIONS**

15300.2. EXCEPTIONS

- (a) Location. Classes 3, 4, 5, 6, and 11 are qualified by consideration of where the project is to be located -- a project that is ordinarily insignificant in its impact on the environment may in a particularly sensitive environment be significant. Therefore, these classes are considered to apply all instances, except where the project may impact on an environmental resource of hazardous or critical concern where designated, precisely mapped, and officially adopted pursuant to law by federal, state, or local agencies.
- (b) Cumulative Impact. All exemptions for these classes are inapplicable when the cumulative impact of successive projects of the same type in the same place, over time is significant.
- (c) Significant Effect. A categorical exemption shall not be used for an activity where there is a reasonable possibility that the activity will have a significant effect on the environment due to unusual circumstances.
- (d) Scenic Highways. A categorical exemption shall not be used for a project which may result in damage to scenic resources, including but not limited to, trees, historic buildings, rock outcroppings, or similar resources, within a highway officially designated as a state scenic highway. This does not apply to improvements which are required as mitigation by an adopted negative declaration or certified EIR.
- (e) Hazardous Waste Sites. A categorical exemption shall not be used for a project located on a site which is included on any list compiled pursuant to Section 65962.5 of the Government Code.
- (f) Historical Resources. A categorical exemption shall not be used for a project which may cause a substantial adverse change in the significance of a historical resource.

15304. MINOR ALTERATIONS TO LAND

Class 4 consists of minor public or private alterations in the condition of land, water, and/or vegetation which do not involve removal of healthy, mature, scenic trees except for forestry or agricultural purposes. Examples include, but are not limited to:

- (a) Grading on land with a slope of less than 10 percent, except that grading shall not be exempt in a waterway, in any wetland, in an officially designated (by federal, state, or local government action) scenic area, or in officially mapped areas of severe geologic hazard such as an Alquist-Priolo Earthquake Fault Zone or within an official Seismic Hazard Zone, as delineated by the State Geologist.
- (b) New gardening or landscaping, including the replacement of existing conventional landscaping with water efficient or fire resistant landscaping.
- (c) Filling of earth into previously excavated land with material compatible with the natural features of the site;
- (d) Minor alterations in land, water, and vegetation on existing officially designated wildlife management areas or fish production facilities which result in improvement of habitat for fish and wildlife resources or greater fish production;
- (e) Minor temporary use of land having negligible or no permanent effects on the environment, including carnivals, sales of Christmas trees, etc;
- (f) Minor trenching and backfilling where the surface is restored;
- (g) Maintenance dredging where the spoil is deposited in a spoil area authorized by all applicable state and federal regulatory agencies;
- (h) The creation of bicycle lanes on existing rights-of-way.
- (i) Fuel management activities within 30 feet of structures to reduce the volume of flammable vegetation, provided that the activities will not result in the taking of endangered, rare, or threatened plant or animal species or significant erosion and sedimentation of surface waters. This exemption shall apply to fuel management activities within 100 feet of a structure if the public agency having fire protection responsibility for the area has determined that 100 feet of fuel clearance is required due to extra hazardous fire conditions.

ITEM 5

Harlan Services Inc.

dba VALLEY GREEN PEST CONTROL

ATTN: Joe Bryson

P.O. BOX 1627 • WOODBRIDGE, CA 95258
(209) 931-5111 • (209) 369-8111 • Fax (209) 365-0426

SERVICE AGREEMENT

Email: valleygreen@comcast.net

DATE 12-5-18

NAME Reclamation District #1608 Lincoln Village West PHONE 298-3307

ADDRESS P.O. Box 4857 FAX _____

CITY Stockton, STATE Ca ZIP 95204 E-MAIL joe.brysonr@gmail.com

- Turf Fertilizer / Weed Control
- Landscape Weed Control
- Tree Spray / Deep Root Injection
- Soil Conditioning
- Fungi / Pesticide Application Turf/Tree
- Gopher / Ground Squirrel Control / Vole
- General Pest Control Service (Branch II)
- Fly Control
- Tractor Work (Mowing / Discing / Scraping)
- Aquatic Pest Management
- Orchard / Pasture Spraying
- Aeration / Overseeding
- Commercial Weed Control Spraying
- Other: _____
- Other: _____
- Other: _____

SERVICE ADDRESS/JOB SITE

NOTES/EXPLANATION OF SERVICES: Annual Weed Control Program 12/2018 thru 12/2019
Location: Reclamation District #1608 Lincoln Village West

- (1) NORTH FOURTEEN MILE SLOUGH @ STATION 100+00
 - (A) TREAT 20' TO 25' WATER SIDE (ROCK) NORTH TO FIVE MILE SLOUGH STATION 60+00
 - (B) TREAT 3' TO 4' UP TO LANDSCAPING (LAND SIDE) ALSO TREAT ALL AREAS OPEN DOWN TO GATES OR LEVEE TOE.
- 2. FIVE MILE SLOUGH @ STATION 60+00 GOING EAST TO 10+00
 - A. TREAT 20' TO 25' WATER SIDE (ROCK)
 - B. TREAT LEVEE SLOPE FROM HINGE POINT TO TOE (FENCE LINES OF HOUSES.
- 3. FROM STATION 110+00 BEHIND HOUSE ALONG SOUTH FOURTEEN MILE SLOUGH (50 HOUSES)
 - (A) WATER SIDE BEHIND HOUSE ROCK AREAS ON LEVEE (49 GATES)
- (4) GOING EAST FOURTEEN MILE SLOUGH STATION APPRX 130+00 TO 180+00
 - (A) TREAT ALL ROCK WATER SIDE OUT TO EDGE OF HIGH TIDE.
 - (B) TREAT INSIDE (LAND) SLOPES FROM HINGE POINT.

Treatment: As per map and tour with Joe Bryson on 12/3/2018
Apply post/pre-emergent herbicide in winter and
spray as needed for summer weeds per Joe Bryson
using post/pre-emergent herbicides as needed

Note: IF additional spraying is need it can be bid on as needed basis


MATERIALS: The materials used shall conform with Federal and State ordinances. The work will be performed in a safe manner.

INSURANCE: Valley Green shall maintain all necessary insurance policies during the entire term of the agreement. It is understood that while the purpose of the service is to prevent damage by pests, Valley Green shall not be responsible should such damage occur.

LICENSED, INSURED, BONDED:
CA State License # 37443 OPR8993

- Initial Service Cost _____ Misc. Total Annual Cost \$ 12,850.00
- Monthly _____ Misc. _____

Authorized _____

Val Green Pest Control 

Valley Green

Pest Control Harlan Services Inc.

Tractor Work • Commercial Weed Control • Pest Control • Commercial & Residential • Turf/Tree & Lawn Treatment

ATTENTION: Joe Bryson
Reclamation District 1608

Harlan Services dba Valley Green Pest Control has been in business since 1993

DPR License: 37443
QAL License: 98455
Structural PCO License: OPR 8993
PR 5682
DIR Reg: 1000034290

Valley Green Pest Control pays prevailing wages as directed by DIR

Similar Weed Abatement jobs that Valley Green has experience with:

City of Elk Grove Public Works (weed spraying/mowing)
City of Elk Grove Park and Rec Dept (weed spraying/mowing/vector control)
City of Stockton MUD (weed spraying/mowing/vector control/mosquito/midge fly)
City of Atwater (vector control)
City of Discovery Bay (vector control)
City of Lodi (weed spraying/mowing/vector control)
City of Woodbridge (weed spraying/vector control)

POST OFFICE BOX 1627 • WOODBRIDGE, CA 95258 • (209) 931-5111 • (209) 369-8111 • FAX (209) 365-0426

Locally Owned & Operated
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ITEM 6

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:	<u>5</u>
NOES:	<u>0</u>
ABSENT:	<u>0</u>
ABSTENTION:	<u>0</u>

RECLAMATION DISTRICT 1608
A Political Subdivision of the
State of California

By: Michael Palmer
PRESIDENT

ATTEST:

[Signature]
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 7



Neumiller & Beardslee

ATTORNEYS AND COUNSELORS | EST. 1903

Effective January 14, 2019

NEW LOCATION

3121 W. March Lane, Suite 100 | Stockton, CA 95219

SAME MAILING ADDRESS

P.O. Box 20 | Stockton, CA 95201

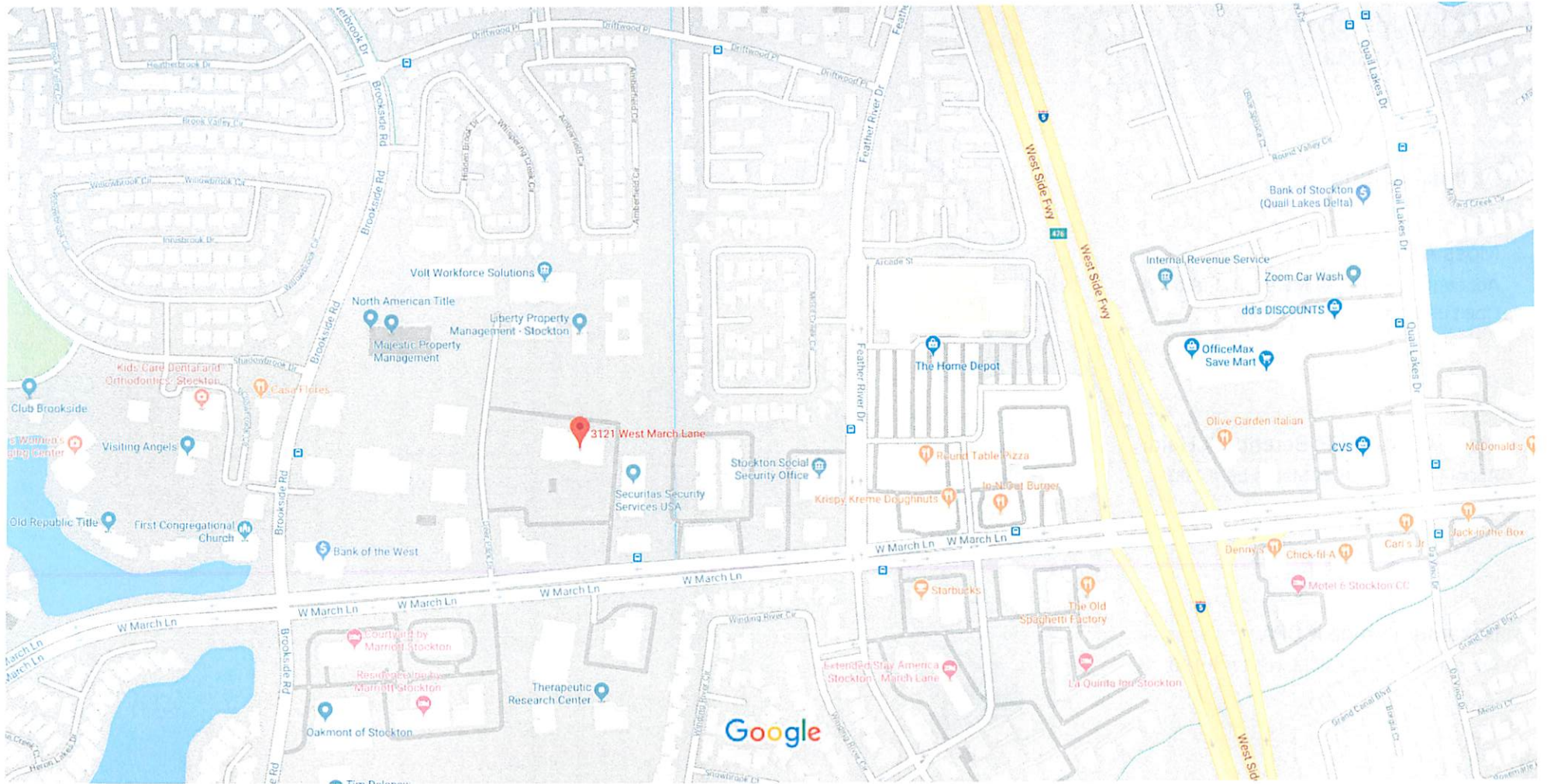
SAME CONTACT INFORMATION

Phone (209) 948-8200

Fax (209) 948-4910

WWW.NEUMILLER.COM

Google Maps 3121 W March Ln



Map data ©2018 Google 200 ft

ITEM 10

SHORT TERM GOALS
January 9, 2019

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 11

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 Final 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*).

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
3121 W. March Lane, Suite 100
Stockton, California 95219**