

**RECLAMATION DISTRICT NO. 1608
LINCOLN VILLAGE WEST**

**BOARD OF TRUSTEES MEETING
WEDNESDAY, NOVEMBER 6, 2019,
2019
8:00 A.M.
ENGINEER'S REPORT**

I. PLAN REVIEW

A. Review "1st Annual **Reminder** Letter" to all levee lot owners regarding the requirement for ongoing maintenance of their levee vegetation and encroachments and the upcoming Annual Levee Inspection of the District's Levee system,

***EXHIBIT A: Levee encroachments and Vegetation Maintenance
Annual Reminder for Levee Lots dated November 6, 2019.***

II. AB 360 DELTA LEVEE SUBVENTIONS PROGRAM

A. Review the removal of a Eucalyptus Tree stump in the District's Levee at Levee Station 6+50 adjacent to 7052 Bridgeport Circle. Tree stump and associated roots were removed from the toe area. Tree roots did not migrate towards the slope of the levee. Tree stump and related roots were hauled off for disposal. The metal fencing area for property owner was taken out and will need to be restored. It was reported that there was an electrical wire that led to the area of the tree stump. Contractor had set it aside so that it would not be affected by the tree stump removal process. A section of the wooden headwall was removed as well next to the fencing. It was reported that Joe Bryson indicated to not restore the headwall at this time.

***EXHIBIT B: Summary of Field Photos from KSN Inc.'s daily field
report dated 10/29/19.***

III. SEDIMENT REMOVAL PROJECT

A. Review progress of permitting process with the Board of Trustees.

***EXHIBIT C: KSN Inc. Summary of work activities associated with the
sediment removal project dated November 4, 2019.***

Exhibit A



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

2153-0110

November 06, 2019

MAIL MERGE

**Re: Reclamation District No. 1608 – Lincoln Village West District, Year-Round
Levee Encroachments and Vegetation Maintenance Requirements REMINDER
in order for Homeowners along the Districts levees to Avoid Violations of Levee
Encroachment Standards**

Dear MAIL MERGE,

Periodically throughout the year, the District's Engineer, Kjeldsen, Sinnock & Neudeck Inc., (KSN), Inc., perform inspections of the District Levee. The most recent inspection was conducted this past February 2019. These inspections of the District levees and those residential lots along the levees are performed to ensure compliance with the District Standards so that Reclamation District 1608 (RD 1608) may more efficiently protect your homes and inspect its levee in emergency situations such as high-water events. The District Standards were adopted to establish guidelines for homeowners residing along the levee to follow in order to ensure all possible preventative measures are taken to maximize the District's flood protection and inspectability.

Of all the District Encroachment Standards, **vegetation violations** are the most frequent. Several homeowners have received one or more of these violations in recent months and years and this letter is a friendly reminder to **All Levee Residences** along the District's Levee to maintain the allowable vegetation growth year-round, as set forth in RD 1608's Levee Encroachment Standards. Maintenance of vegetation per District Standards is vital, as it enables District Personnel to view the conditions of the levee and identify problems such as cracking, boils, and seepage immediately and to coordinate the requisite repair in a timely manner. Overgrown brush and dense vegetation on the levee slopes put the homeowner at risk by hindering the ability of District personnel to view any such potential problems. KSN will be conducting its annual inspection after the 1st of the year again this coming year and we ask that you take into consideration this request for routing maintenance of your levee lots.

As it is important that all violations of District Standards be addressed immediately, ongoing violations will be reported to the District Board and could lead to subsequent legal action in the future, as set forth in the District Standards. The RD 1608 Board meets the first Wednesday of the month at 8:00 am at the District attorney's office, Neumiller & Beardslee, located at 3121 March Lane and your participation is greatly encouraged. **RD 1608 Levee Encroachment Standards can be found at www.RD1608.com.**



If you have any questions, please contact the undersigned @ (209) 946-0268 or cneudeck@ksninc.com. Additionally, a standard visual guide of typical vegetation thinning guidelines and photos is provided with this letter for your review and reference.

Sincerely,

KJELDSSEN, SINNOCK & NEUDECK, INC.

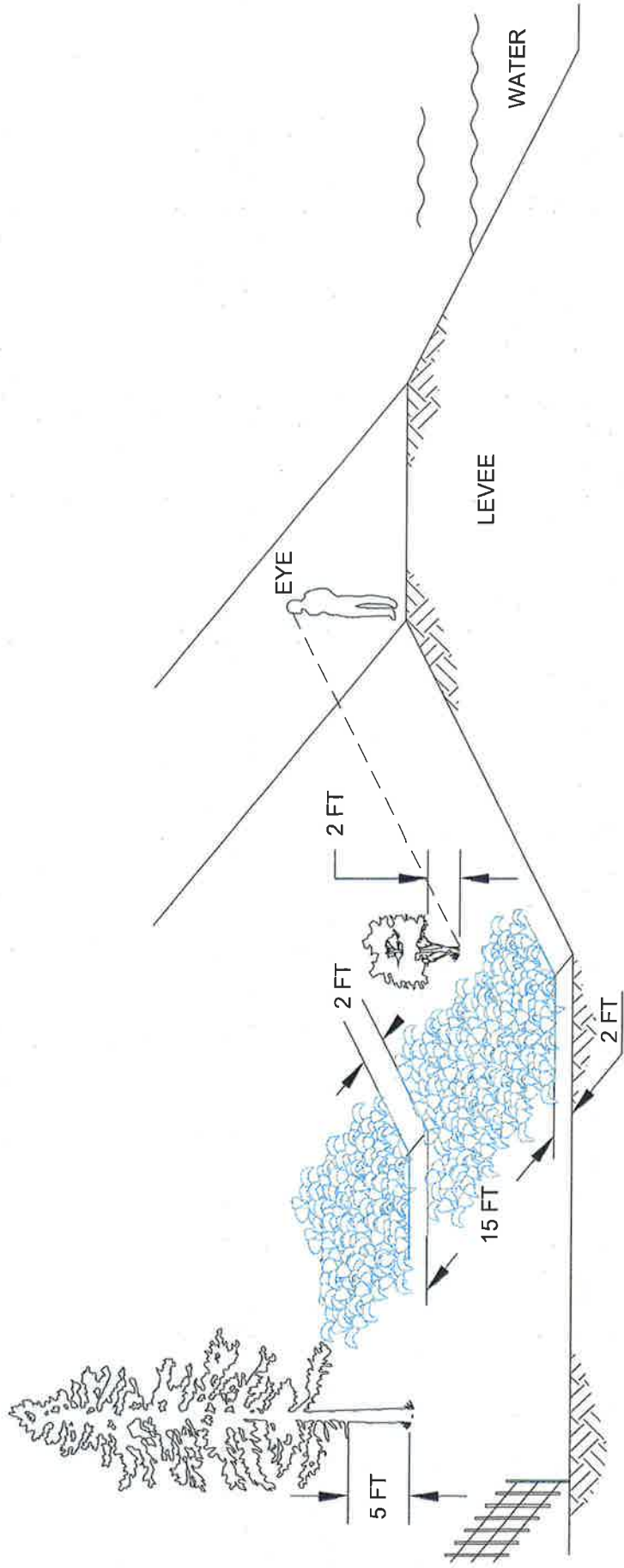
Christopher H. Neudeck, P.E.
RD 1608 - District Engineer

w/enclosures

General Vegetation Requirements Graphic
Typical "Before & After" Compliant Vegetation Photos

cc: Trustees (w/encl.)
Daniel J. Schroeder, Esq. (w/encl.)
Joe Bryson, Supt. (w/encl.)
Jean Knight, Sec. (w/encl.)

GENERAL VEGETATION REQUIREMENTS



NOTES:

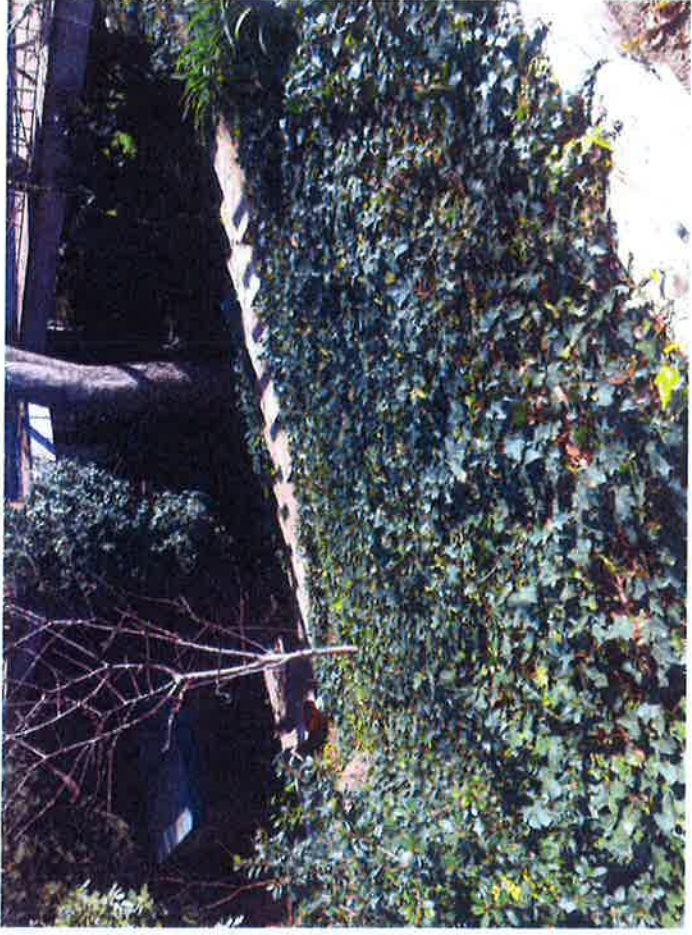
FOR ALL PERMITTED ENCROACHMENTS:

1. TREES TRIMMED MINIMUM 5 FEET FROM GROUND EVERYWHERE.
2. SHRUBS TRIMMED MINIMUM 2 FEET FROM GROUND EVERYWHERE.
3. SHRUBS LESS THAN 2 FEET TALL PROVIDE HORIZONTAL GAPS OF 2 FT IN WIDTH EVERY 15 FEET TO ALLOW VISUAL INSPECTION.
4. FENCE: SEE THROUGH (i.e. CHAIN LINK, WOODEN SLATS EVERY OTHER, ETC.)

SAMPLE



Before
Vegetation Clearing



After
Vegetation Clearing



Before
Vegetation Clearing



After
Vegetation Clearing



Before
Vegetation Removal



After
Vegetation Removal



Before
Vegetation Clearing



After
Vegetation Clearing



Exhibit B















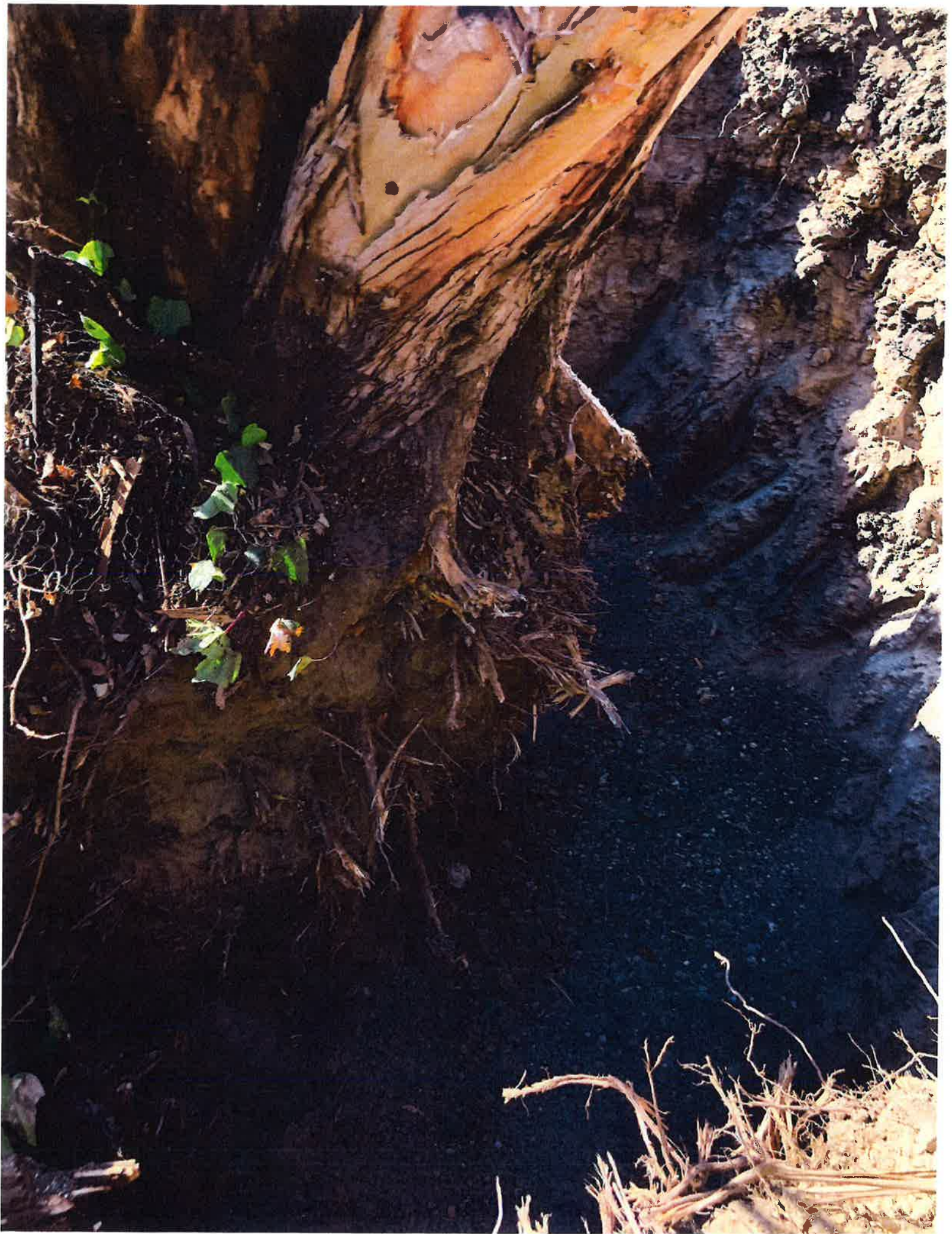


Exhibit C

Chris Neudeck

From: Jacob Bejarano
Sent: Monday, November 4, 2019 2:06 PM
To: Chris Neudeck
Cc: Wendy L. Fuerte
Subject: RE: RD1608 LVW Sed. Removal Progress Update

SEDIMENT REMOVAL PROJECT

TASK 1: PROJECT MANAGEMENT & DESIGN

TASK BUDGET STATUS: \$49,504 (72% of task budget)

PM:

- Responses to permit questions and consultant coordination: Coordinated with USACE and Biological Sub to address USFWS concerns.

TASK 2: SURVEY & MAPPING

TASK BUDGET STATUS: \$10,386 (18% of task budget)

- No survey effort this period

TASK 3: ENVIRONMENTAL ASSESSMENTS & DOCUMENTATION

TASK BUDGET STATUS: \$90,236 (100% of task budget, working on T&M)

- Consulted with the project team, and Regulatory Agencies
- Provided updates to the Biological Assessment Report and resubmit for review.

TASK 4: DREDGING OPERATIONS SUPPORT & PERMITTING

TASK BUDGET STATUS: \$130,815 (67% of task budget)

Permitting:

- Central Valley Flood Control Board: Obtained approval as a Maintenance Dredging Project. **(Status: Completed)**
- Ca. Water Resource Control Board (SWRCB): **(Status: Authorized to Dredge, monitoring and reporting to commence during construction)**
- State Lands Commission (SLC): **(Status: Waiting for December meeting)**
 - Due to permitting back log, SLC has pushed the application to the December Agenda. Staff has indicated that maintenance dredging projects are typically approved pending environmental approvals
- Ca. Dept. Fish & Wildlife (CDFW): **(Status: Waiting for CDFW review of KSN/Design Team comments)**
 - KSN has prepared a response to the DRAFT CDFW Agreement to modify unnecessary conditions, the comments were transmitted to CDFW and CDFW has responded with an anticipated review by Mid-September.
 - Submitted an status inquiry to CDFW regarding the CDFW Agreement, a response has yet to be received as of the time of this update.
 - Continue to inquire into the status of the permit with no response. Contacted Diane Moore the project Biologist, which she provided insight as to the CDFW delays. Staff is typically swamped with permitted activities and time extensions during the fish window. As soon as the fish window closes they should resume a normal schedule and continue our permit review.
- US Army Corps of Engineers (USACE): **(Status: Waiting for USACE to prepare Permit Verification documents and final approval)**

- Section 7 consultation is a two part process where the initial consult is with NMFS followed by the U.S. Fish and Wildlife Service (USFWS).
 - We have received a Letter of Concurrence from the National Marine Fisheries Service (NMFS)
 - The US Fish and Wildlife Services had comments regarding construction timing and environmental monitoring. The Biological Assessment was updated to include GGS preconstruction surveys and clearly delineated the construction schedule. The information was reviewed with approved by a USFWS letter of concurrence.
 - USACE has received the USFW letter of concurrence and is now processing the final verification documents for internal review in preparation for final permit approval.

TASK 5: CONSTRUCTION MANAGEMENT & DREDGING

TASK BUDGET STATUS: \$0 (0% of task budget)

- No Activity



Jacob Bejarano
Civil Engineer

711 N. Pershing Ave. Stockton CA 95203
209 946-0268 | fax: | 209 946-0296

jbejarano@ksninc.com | <https://www.ksninc.com>

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NOVEMBER 2019 LEVEE SUPERINTENDENT 1608 JOE BRYSON

1. Levee patrol from station 00+thru180+. Checked and cleaned pump station six times. Hauled trash from Plymouth gates, eight grocery carts and five mattresses.
2. Dino's Ditching removed the large tree stump from North East 02+ station. They did a good job.
3. I attended 2019 Preseason Flood Coordination Meeting.
4. We repaired six fences. Homeless, taggers, and fishermen.
5. Received three calls, homeless walking on levee.
6. We opened gates for Mountain Tree service, PG&E, Larry's Tree Service, Clear Lake Spraying, AT&T and two contractors.
7. Taggers went crazy at Plymouth gate and our new fence I-5 Swain.
8. Wind blew down many tree limbs, what a mess.
9. Someone is killing cats, Northeast levee, station 24+. Arrow and knife.
10. Found holes in Plymouth and Kelly Drive. Called Chris, KSN, gave me a name for San Joaquin County. I called.
11. Received call from trustee Brent Tholborn, crack in levee road. Called Chris, KSN, we will rent a backhoe and explore.
12. Chris Ellis, San Joaquin Flood Control Agency called, gave him a tour of our levee.
13. Clear Lake Spray Company, sprayed Five Mile Slough, East of I-5.
14. Many calls regarding the election.
15. Plymouth gate shoes, pants, shirts, bike parts, pipes and trumpet.
16. There was a fire next door to the last house North East, West of I-5. Homeless
17. Received squirrel cage from KSN, no luck yet. Trying different bait.
18. Received call Raccoons and Pomegranates.

SAN JOAQUIN

— COUNTY —

Office of Emergency Services

SEMS Executive Management Course CA-039-RESP

This one day course provides participants with an overview, and understanding of the Standardized Emergency Management System (SEMS), and the Executive's or Senior Official's roles and responsibility during an incident response.

Reclamation District Emergency Operation Plans require District Members of the Board of Trustees to attend SEMS/NIMS awareness, ICS-402 level training. This course meets this requirement.

SEMS/NIMS compliance is required for reimbursement of funds expended during an incident response.

Course instruction includes:

- Introduction to the Standardized Emergency Management System (SEMS)
- Introduction to the National Incident Management System (NIMS)
- ICS 402 - ICS Overview for Executives/Senior Officials

Target Audience:

- Reclamation District Board of Trustees
- City Management Staff

Funded by:

Delta Flood Emergency Response Grant Round 2

- Task 5.3 Conduct ICS-402 for Executive Staff
- Each LMA participating in training may invoice OES for up to (2) executives and (1) engineer to attend. Invoice for actual class time, up to 4hrs for each attendee paid by the LMA to attend training.

COURSE LOCATION AND SCHEDULE

ROBERTS UNION FARM CENTER

4925 W Howard Road
Stockton, CA 95206

December 11, 2019
1330 - 1630

**TO ENROLL PLEASE CONTACT
SAN JOAQUIN COUNTY OES**

(209)953-6200 or
sjcoes@sjgov.org



Hosted by:
SJC - Office of Emergency
Services 2101 East Earhart Ave
Suite 300
Stockton, CA 95206
209-953-6200
www.sjgov.org/oes

RECLAMATION DISTRICT 1608
FINANCIAL REPORT - NOVEMBER 6, 2019
% OF FISCAL YEAR ELAPSED THROUGH OCTOBER, 2019 - 33.3%

Budget Item	Budget Amount	Expended MTD	Expended YTD	% YTD
Operations & Maintenance Expenses				
Levee Superintendent	\$70,500.00	\$6,727.50	\$26,208.00	37.17%
Part Time Employees	23,000.00	2,296.50	6,226.50	27.07%
Payroll Taxes and Expenses	23,000.00	901.21	4,146.03	18.03%
Fences & Gates	50,000.00	24,999.00	25,534.07	51.07%
Locks & Signs	1,500.00	0.00	0.00	0.00%
Weed and Rodent Control & Clean up	14,000.00	82.43	500.43	3.57%
Levee Repair Fund (General Operations & Maintenance)	50,000.00	0.00	12,456.38	24.91%
Levee Repair Fund (Levee Capital Improvement Projects)	100,000.00	0.00	0.00	0.00%
Special Projects (Sediment Removal Project)	0.00	0.00	0.00	0.00%
Pump System Maintenance	2,000.00	31.34	117.38	5.87%
Wireless Services (Cell and Mobile Computer)	1,800.00	172.73	570.13	31.67%
Emergency Equipment & Supplies	1,000.00	0.00	0.00	0.00%
Garbage Service	5,500.00	391.79	841.79	15.31%
District Vehicle (Fuel, Maintenance and Repairs)	3,500.00	210.99	1,852.71	52.93%
TOTAL	\$345,800.00	\$35,813.49	\$78,453.42	22.69%
General Expenses				
Trustee Fees	\$9,500.00	\$987.00	\$3,454.50	36.36%
Secretary Fees	10,000.00	1,260.00	4,249.02	42.49%
Office Expenses (incudes storage facility)	1,000.00	0.00	349.13	34.91%
General Legal	55,000.00	3,674.26	12,069.56	21.94%
Audit	4,200.00	0.00	185.00	4.40%
County Administration Costs	7,250.00	0.00	0.00	0.00%
Property and Liability Insurance	9,500.00	0.00	0.00	0.00%
Workers Compensation Insurance	8,000.00	472.92	1,891.68	23.65%
Election Costs	26,000.00	3,345.92	3,627.11	13.95%
Newsletters & Public Communications	12,000.00	641.25	881.13	7.34%
TOTAL	\$142,450.00	\$10,381.35	\$26,707.13	18.75%
Engineering Expenses				
General Engineering	\$22,000.00	\$1,908.66	\$8,791.76	39.96%
Plan Review Engineering	40,000.00	0.00	7,933.08	19.83%
Administration of Delta Levee Subventions Program	25,000.00	1,918.13	11,486.88	45.95%
Periodic Levee Property Inspections and Surveys	25,000.00	0.00	0.00	0.00%
Routine Levee Maintenance Consultation	10,000.00	143.10	5,755.05	57.55%
Engineering, Mgmt & Inspection of Capital Imp. Projects	35,000.00	0.00	0.00	0.00%
DWR 5 Year Plan	50,000.00	602.50	3,665.00	7.33%
Miscellaneous Expenses (e.g. travel)	0.00	0.00	0.00	0.00%
Assessment Engineering	2,100.00	0.00	1,226.44	58.40%
Sediment Removal Project	200,000.00	1,865.00	13,821.72	6.91%
TOTAL	\$409,100.00	\$6,437.39	\$52,679.93	12.88%
Warrant Interest Expenses				
Warrant Interest Expense	\$0.00	\$0.00	\$0.00	0.00%
TOTAL	\$0.00	0.00	\$0.00	0.00%
TOTAL EXPENDITURES	\$897,350.00	\$52,632.23	\$157,840.48	17.59%

Budget Item	Anticipated Income	Income MTD	Income YTD	% YTD
Income				
Property Taxes	\$208,120.00	\$0.00	\$2,403.34	1.15%
Interest Income	23,000.00	0.00	10,766.00	46.81%
Assessments	298,000.00	0.00	0.00	0.00%
Subvention Reimbursement	200,000.00	0.00	0.00	0.00%
Other Reimbursable Expenses	50,000.00	0.00	0.00	0.00%
Totals	\$779,120.00	\$0.00	\$13,169.34	1.69%

Cash On Hand

Cash Balance as of July 1, 2019	\$2,188,490.31
Revenues (YTD), as of September 30, 2019	13,269.34
Bank of Stockton Account Balance - October 29, 2019	40,197.10
Expenses (YTD), as of September 30, 2019	126,349.02
TOTAL CASH	<u>\$2,115,607.73</u>

Cash On Hand (Exclusive of Reserves) **\$2,115,607.73**

5-Year Plan PFA **\$37,500.00**

Reserves

Capital Improvement Reserve	\$500,000.00
Board-Designated Reserve	900,000.00

Reclamation District 1608

November 2019 Bills

NAME	INVOICE #	AMOUNT	TOTAL \$	WARRANT #	CHECK #	SUBVENTION FUND
Michael Panzer (11/6/19 Regular Mtg.)	Trustee Fee	\$246.75				
			\$246.75	6252		
Brett Tholborn (11/6/19 Regular Mtg.)	Trustee Fee	\$246.75				
			\$246.75	6253		
Dan MacDonnell (11/6/19 Regular Mtg.)	Trustee Fee	\$246.75				
Dan MacDonnell (Preseason Flood Mtg.)	Trustee Fee	\$246.75				
			\$493.50	6254		
Jean Knight (October 2019)	Consultant Secretary Fee	\$325.00				
			\$325.00	6255		
Elvia Trujillo (October 2019)	Secretary Fee	\$935.00				
			\$935.00	6256		
Neumiller & Beardslee	302598	\$4,269.25				
	302599	\$2,116.00				
			\$6,385.25	6257		
Kjeldsen, Sinnock & Neudeck	26329	\$2,223.66				
	26330	\$1,918.13				
	26331	\$1,865.00				
	26332	\$602.50				
	26333	\$143.10				
			\$6,752.39	6258		
BPM	36199128	\$466.50				
			\$466.50	6259		
PG&E (Landview & Seagull)	0950847867-5	\$21.24				
PG&E (Stone River)	2999432760-8	\$10.10				
			\$31.34	6260		

Reclamation District 1608
November 2019 Bills

Judith Buethe Communications	6363	\$641.25			
			\$641.25	6261	
Sandoval Fence Lathrop, Inc.	15615	\$24,999.00			
			\$24,999.00	6262	
The Record (Notice of Election)	159347	\$319.92			
			\$319.92	6263	
U.S. Postal Service (Annual Fee for P.O.Box)	Due 11/30/19	\$92.00			
			\$92.00	6264	
State of California Payroll Taxes	3rd Quarter	\$49.85			online 10/11/19
			\$49.85		
State of California Payroll Taxes	4th Quarter	\$425.37			
			\$425.37		online 10/22/19
Federal Government Payroll Taxes	4th Quarter	\$2,230.02			online 10/18/19
			\$2,230.02		
Bank of Stockton Visa	8/28/19 to 9/26/19	\$1,360.92			online 10/11/19
			\$1,360.92		
Hector Bryan Kendall	Payroll 10/1/19-10/15/19	\$657.72			1439
			\$657.72		
Gabriel Banks	Payroll 10/1/19-10/15/19	\$672.83			
			\$672.83		1440
Joe L. Bryson	Payroll 10/1/19 - 10/31/19	\$4,681.62			
			\$4,681.62		1441
Gabriel Banks	Payroll 10/16/19 - 10/31/19	\$69.88			
			\$69.88		1442

Reclamation District 1608
November 2019 Bills

Hector Bryan Kendall	Payroll 10/16/19-10/31/19	\$671.42			
			\$671.42		1443
	WARRANT TOTAL:		\$41,934.65		
	CHECKING TOTAL:		\$10,819.63		
	TOTAL BILLS PAID		\$52,754.28		