

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

**BOARD OF TRUSTEES MEETING  
WEDNESDAY, DECEMBER 4, 2019,  
8:00 A.M.**

**ENGINEER'S REPORT**

**I. PLAN REVIEW**

A. Review status of the Staniec residence:

1. 3/28/19 Christopher H. Neudeck (CHN) sent initial violation notice to Staniec.
2. 4/8/19 CHN spoke with Chuck Staniec and discussed conducting an inspection of his lot at 6347 Embarcadero Drive. Mr. Staniec indicated that he is still travelling to Dublin for his Auto repair business but gets home a at 5:30 most evenings. I indicated that I would organize an inspection in the next couple of weeks and give him a call 916-233-8181.
3. 5/23/19 Wendy L. Fuerte (WLF) spoke with Joe Bryson and he stated that Staniec has hired a few of Joe Bryson's guys to clear the vegetation and bring property to District standard. Will start clearing on 6/1/19.
4. 8/26/2019 CHN sent a second violation notice, as no work had yet occurred regarding remediating the violation issues.
5. 9/11/2019 Aaron J. Lickingteller (AJL) and Joe Bryson inspected progress at Staniec's easement to find that the old dilapidated wooden structure adjacent to the marina was in the process of being removed. Several bushes had been removed on the landside slope and trimming of the hedgerow along the landside levee road hinge point was in the process of being trimmed. The arborist on hand said that some type of infestation of the hedgerow was in progress and he predicted that the entire vegetation clump would soon be dead.
6. 9/23/19 CHN reported after discussing matter with Joe Bryson that Staniec is progressing with clearing his lot of the objectionable vegetation. He anticipates that the work should be completed within 3 weeks from this date.
7. Vegetation clearing required on waterside slope - no change since last inspection. Vegetation along landside slope (western portion of property) was trimmed last year but has grown back to over 24-inches in height and is dense. Also, dilapidated wooden structure on east waterside slope, light poles do not have an encroachment permit on file. Dilapidated wooden structure can probably be removed.

RD 1608 staff has patiently been working with the Staniec's for over 9 months and are at a point that we are seeking Board authorization to seek

authority to issue a “Show Cause” hearing to bring the Staniec lot vegetation and encroachments into compliance.

**6347 Embarcadero Drive**

Mr. Charles and Mrs. Farley Staniec.

***EXHIBIT A: KSN Inc. Summary Inspection photos dated 9/11/19***

## **II. SEDIMENT REMOVAL PROJECT**

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

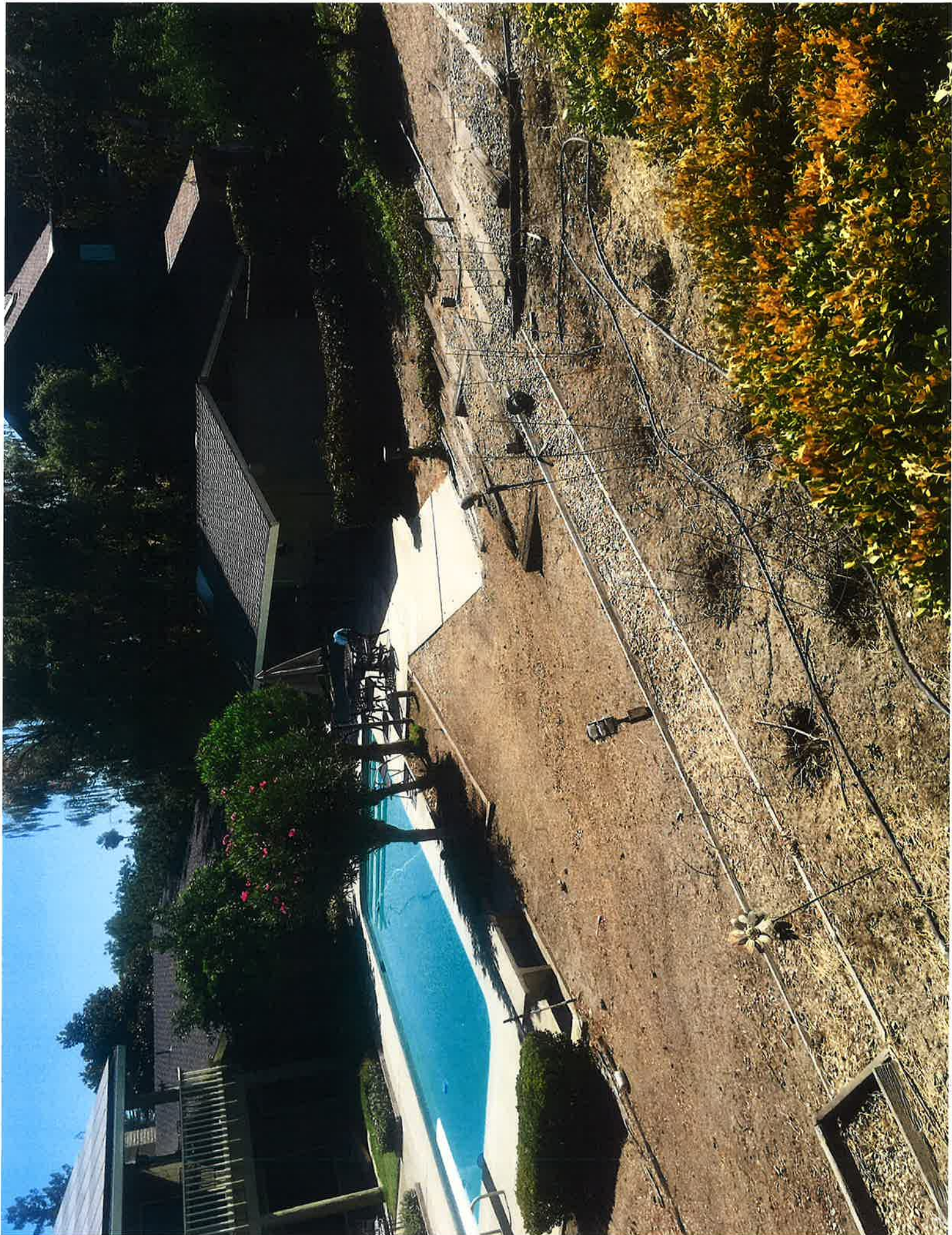
***EXHIBIT B: KSN Inc. Summary of work activities associated with the sediment removal project dated December 2, 2019.***

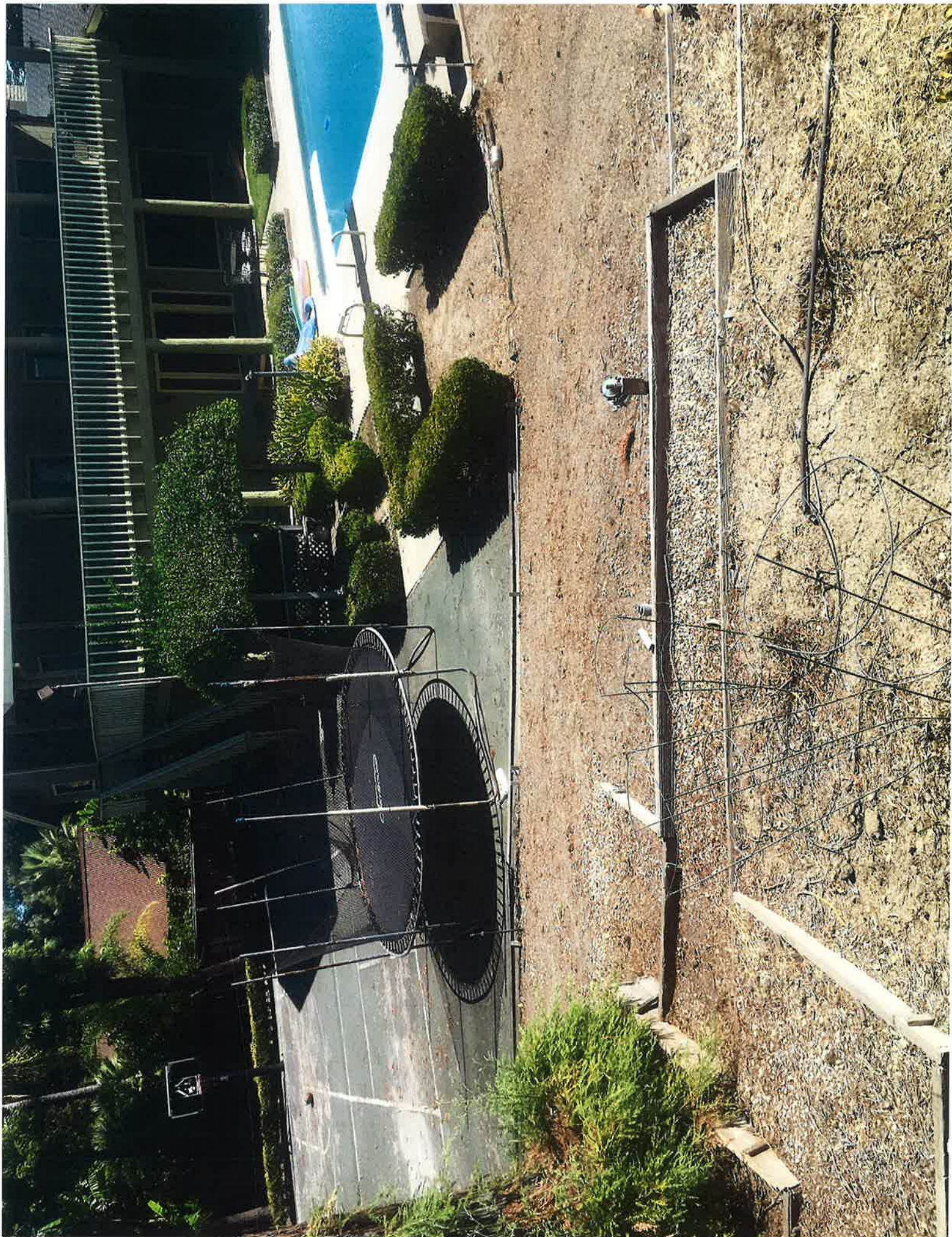
# Exhibit A

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# Exhibit B

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**Wendy L. Fuerte**

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**Subject:** FW: RD1608 LVW Sed. Removal Progress Update

**From:** Jacob Bejarano <[jbejarano@ksninc.com](mailto:jbejarano@ksninc.com)>  
**Sent:** Tuesday, December 3, 2019 7:41 AM  
**To:** Chris Neudeck <[cneudeck@ksninc.com](mailto:cneudeck@ksninc.com)>  
**Subject:** RD1608 LVW Sed. Removal Progress Update

## **SEDIMENT REMOVAL PROJECT**

### **TASK 1: PROJECT MANAGEMENT & DESIGN**

**TASK BUDGET STATUS: \$54,336 (79% of task budget)**

**PM:**

- Consulted with the POS re: the Dredge Placement Site Agreement.
- Received and reviewed the POS Agreement and forward to Legal Counsel for review, and Subs for technical conditions review
- Begin Preparation of the Project Specifications

### **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 for permit support)**

- No effort to report on this task.

### **TASK 4: DREDGING OPERATIONS SUPPORT & PERMITTING**

**TASK BUDGET STATUS: \$130,161 (69% 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 February meeting)**
  - KSN Inquired has to the status of the SLC permit scheduled for the upcoming December 6<sup>th</sup> meeting. After our inquiry SLC stated that they are going to have to push the application out to the next meeting scheduled for February 2020, citing backlog and staff scheduling conflicts. We immediately contacted our SLC permit manager, who was very apologetic that they didn't provide this information to us earlier and stated that there was no way that they would be able to prepare the necessary staff reports and dredge agreement in time to publicly post the agenda item.
    - Besides the need to have all permits in hand, we had stressed that at minimum we needed SLC staff to prepare and provide us a draft agreement by December so that we can address their requirements in the project documents (Specification and Plans where applicable).
    - As long as we are able to receive and incorporate their requirements and approval is granted at the February meeting, this should not delay us in preparing and soliciting for bids in early 2020.

- KSN has received a sample agreement providing their typical requirements for maintenance dredging projects. We will review and provide an update to the January progress report.
- Ca. Dept. Fish & Wildlife (CDFW): **(Status: Review and Execute CDFW LSAA)**
  - 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.
  - CDFW has addressed our comments and returned the updated LSA Agreement for review and signature.
- US Army Corps of Engineers (USACE): **(Status: Waiting for USACE to prepare Permit Verification documents and final approval)**
  - Inquired as to the status of the Verification Documents; USACE rep. stated that the Decision Document is under review followed by permit verification letter review and hopeful that the permit is released before the Holiday.

**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](mailto:jbejarano@ksninc.com) | <https://www.ksninc.com>

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DECEMBER2019 LEVEE SUPERINTENDENT 1608 JOE BRYSON

1. Levee patrol from station 00+ thru180+. Cleaned pump station four times. Hauled trash from Plymouth gate, one refrigerator and two stoves.
2. Black topped patch on levee, North East levee, where tree was removed.
3. Trapped a possum in our squirrel cage.
4. Received many calls about election.
5. Made a police report on someone killing cats.
6. They sprayed Five Mile Slough, now waiting to see what happens to the Hyacinth.
7. We are going to have our Subvention inspection. DWR, KSN, Fish and Game
8. Repaired four cut fences.
9. Received call, someone on the South East I-5 levee, taggers.
10. Received calls homeless.
11. Someone tried to move in under Morgan overpass. We moved their stuff.
12. Kids made a mess on the North West levee, I'm sending out a letter.

**RECLAMATION DISTRICT 1608**  
**FINANCIAL REPORT - DECEMBER 4, 2019**  
**% OF FISCAL YEAR ELAPSED THROUGH NOVEMBER 30, 2019 - 41.67%**

Budget Item	Budget Amount	Expended MTD	Expended YTD	% YTD
<b>Operations &amp; Maintenance Expenses</b>				
Levee Superintendent	\$70,500.00	\$5,928.00	\$32,136.00	45.58%
Part Time Employees	23,000.00	870.00	7,096.50	30.85%
Payroll Taxes and Expenses	23,000.00	1,615.30	5,761.33	25.05%
Fences & Gates	50,000.00	0.00	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	5.44	505.87	3.61%
Levee Repair Fund (General Operations & Maintenance)	50,000.00	15,221.09	27,677.47	55.35%
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	21.49	138.87	6.94%
Wireless Services (Cell and Mobile Computer)	1,800.00	958.44	1,528.57	84.92%
Emergency Equipment & Supplies	1,000.00	0.00	0.00	0.00%
Garbage Service	5,500.00	150.00	991.79	18.03%
District Vehicle (Fuel, Maintenance and Repairs)	3,500.00	264.21	2,116.92	60.48%
<b>TOTAL</b>	<b>\$345,800.00</b>	<b>\$25,033.97</b>	<b>\$103,487.39</b>	<b>29.93%</b>
<b>General Expenses</b>				
Trustee Fees	\$9,500.00	\$740.25	\$4,194.75	44.16%
Secretary Fees	10,000.00	810.00	5,059.02	50.59%
Office Expenses (includes storage facility)	1,000.00	92.00	441.13	44.11%
General Legal	55,000.00	1,818.13	13,887.69	25.25%
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	2,364.60	29.56%
Election Costs	26,000.00	14,329.32	17,956.43	69.06%
Newsletters & Public Communications	12,000.00	6,698.53	7,579.66	63.16%
<b>TOTAL</b>	<b>\$142,450.00</b>	<b>\$24,961.15</b>	<b>\$51,668.28</b>	<b>36.27%</b>
<b>Engineering Expenses</b>				
General Engineering	\$22,000.00	\$1,462.05	\$10,253.81	46.61%
Plan Review Engineering	40,000.00	1,736.59	9,669.67	24.17%
Administration of Delta Levee Subventions Program	25,000.00	1,557.50	13,044.38	52.18%
Periodic Levee Property Inspections and Surveys	25,000.00	0.00	0.00	0.00%
Routine Levee Maintenance Consultation	10,000.00	1,306.50	7,061.55	70.62%
Engineering, Mgmt & Inspection of Capital Imp. Projects	35,000.00	0.00	0.00	0.00%
DWR 5 Year Plan	50,000.00	48.75	3,713.75	7.43%
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	1,857.50	15,679.22	7.84%
<b>TOTAL</b>	<b>\$409,100.00</b>	<b>\$7,968.89</b>	<b>\$60,648.82</b>	<b>14.82%</b>
<b>Warrant Interest Expenses</b>				
Warrant Interest Expense	\$0.00	\$0.00	\$0.00	0.00%
<b>TOTAL</b>	<b>\$0.00</b>	<b>0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$897,350.00</b>	<b>\$57,964.01</b>	<b>\$215,804.49</b>	<b>24.05%</b>

<b>Budget Item</b>	<b>Anticipated Income</b>	<b>Income MTD</b>	<b>Income YTD</b>	<b>% YTD</b>
<b>Income</b>				
Property Taxes	\$208,120.00	\$1.16	\$2,404.50	1.16%
Interest Income	23,000.00	10,986.00	21,752.00	94.57%
Interest Income - DWR - 5 Year Plan		176.00	176.00	
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%
<b>Totals</b>	<b>\$779,120.00</b>	<b>\$11,163.16</b>	<b>\$24,332.50</b>	<b>3.12%</b>

**Cash On Hand**

Cash Balance as of July 1, 2019	\$2,188,490.31
Revenues (YTD), as of October 31, 2019	24,256.50
Bank of Stockton Account Balance - December 2, 2019	28,951.05
Expenses (YTD), as of October 31, 2019	185,961.39
<b>TOTAL CASH</b>	<b><u>\$2,055,736.47</u></b>

**Cash On Hand (Exclusive of Reserves) \$2,055,736.47**

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

**Reserves**

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



Reclamation District 1608  
December 2019 Bills

NAME	INVOICE #	AMOUNT	TOTAL \$	WARRANT #	CHECK #	SUBVENTION FUND
Michael Panzer (12/4//19 Regular Mtg.)	Trustee Fee	\$246.75				
			\$246.75	6265		
Brett Tholborn (12/4/19 Regular Mtg.)	Trustee Fee	\$246.75				
			\$246.75	6266		
Dan MacDonnell (12/4/19 Regular Mtg.)	Trustee Fee	\$246.75				
			\$246.75	6267		
Elvia Trujillo (November 2019)	Secretary Fee	\$810.00				
			\$810.00	6268		
Reclamation Disrict 1608	Transfer to Checking	\$35,000.00				
			\$35,000.00	6269		
Neumiller & Beardslee	303215	\$3,546.13				
	303216	\$3,488.50				
	303805	\$3,972.50				
			\$11,007.13	6270		
Kjeldsen, Sinnock & Neudeck	26537	\$1,462.50				
	26538	\$1,557.50				
	26539	\$1,736.59				
	26540	\$1,857.50				
	26541	\$3,765.32				
	26542	\$48.75				
	26543	\$1,306.50				
			\$11,734.66	6271		
BPM	36203830	\$574.75				
			\$574.75	6272		
PG&E (Landview & Seagull)	0950847867-5	\$11.49				
PG&E (Stone River)	2999432760-8	\$10.00				
			\$21.49	6273		

Reclamation District 1608  
December 2019 Bills

Judith Buethe Communications	6373	\$6,698.53			
			<b>\$6,698.53</b>	6274	
Dino & Son Ditching Service, Inc.	19-76	\$14,787.24			
			<b>\$14,787.24</b>	6275	
Rhonda Olmo - Election Officer Fee	110519	\$687.50			
			<b>\$687.50</b>	6276	
Elvia Trujillo - Election Officer Fee	110519	\$687.50			
			<b>\$687.50</b>	6277	
State of California Payroll Taxes	4th Quarter	\$483.04			
			<b>\$483.04</b>		online 11/16/19
Federal Government Payroll Taxes	4thQuarter	\$2,351.58			
			<b>\$2,351.58</b>		online 11/16/19
Bank of Stockton Visa	9/27/19 to 10/27/19	\$2,325.27			
			<b>\$2,325.27</b>		online 11/16/19
Hector Bryan Kendall	Payroll 11/1/19-11/15/19	\$794.75			
			<b>\$794.75</b>		1444
Joe L. Bryson	Payroll 11/01/19 - 11/31/19	\$4,209.08			
			<b>\$4,209.08</b>		1445
	<b>WARRANT TOTAL:</b>		<b>\$82,749.05</b>		
	<b>CHECKING TOTAL:</b>		<b>\$10,163.72</b>		
	<b>TOTAL BILLS PAID</b>		<b>\$92,912.77</b>		