

**MEETING AGENDA FOR  
RECLAMATION DISTRICT NO. 1608  
BOARD OF TRUSTEES REGULAR MEETING  
8:00 A.M. AUGUST 5, 2020  
NEUMILLER & BEARDSLEE**

**Coronavirus COVID-19 Notice**

In accordance with the Governor's Executive Order N-33-20, and for the period in which the Order remains in effect, Reclamation District 1608 Board Chambers will be closed to the public.

To accommodate the public during this period of time that the Board's Chambers are closed to the public, Reclamation District 1608 Board of Trustees has arranged for members of the public to observe and comment at the meeting telephonically.

**TO ATTEND BY TELECONFERENCE:**

Toll-Free Dial-In Number: (877) 778-1806

CONFERENCE ID 891949

Once connected, we request you kindly mute your phone

Call to Order.

Roll Call.

Agenda Items.

1. Public Comment. The public may comment on any matter within the District's jurisdiction that is not on the agenda. Matters on the agenda may be commented on by the public when the matter is taken up. All comments are limited to a maximum of 3 minutes for general public comments on items within the District's subject matter jurisdiction and 3 minutes before or during the Board's consideration of each agenda item, subject to the sole discretion of the Board President to allow additional time for a comment in accordance with Resolution 2019-04.
2. Closed Session.
  - a. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Initiation of litigation pursuant to paragraphs (2) and (4) of subdivision (d) of Section 54956.9  
One (1) case.
3. Adjourn from Closed Session. Open Session Disclosure of Reportable Action
4. Approval of Minutes. Minutes of the July 1, 2020 District meeting.
5. Financial Report. Review, discuss, and accept financial report.
6. Engineer's Report. Request for directions and approvals.

*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 Elvia Trujillo 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, 3121 West March Lane, Suite 100, Stockton, California during normal business hours.*

- a. Discussion and Possible Action Regarding February 14, 2020, Order to Remove Non-Conforming Vegetation Inhibiting Levee Inspections at 6347 Embarcadero Drive, Stockton, CA
  - b. Discussion and Possible Action to Authorize Repairs to All Weather Road in Southwest Levee
  - c. Levee Encroachment Permits/Enforcement
    - i. Consider new permits requests from homeowners.
    - ii. Consider Levee Encroachment Standard Violation Enforcement
  - d. Report on Delta Grant II – Storage Container and Supplies
  - e. Sediment Removal Project
    - i. Review status of District communications to landowners
    - ii. Review general status of project
  - f. Delta Levee Subventions Program
7. Levee Superintendent Report. Request for directions and approvals.
  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 3121 West March Lane, 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 Elvia Trujillo 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, 3121 West March Lane, Suite 100, Stockton, California during normal business hours.*

**AGENDA PACKET  
RECLAMATION DISTRICT 1608  
AUGUST 5, 2020**

<b><u>ITEM</u></b>	<b><u>COMMENTARY</u></b>
1.	Self-explanatory.
2.	Self-explanatory.
3.	Self-explanatory.
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.	Please see attached.
13.	Please see attached
14.	Self-explanatory.
15.	Self-explanatory.

**ITEM 4**

**MINUTES OF THE REGULAR MEETING OF BOARD OF TRUSTEES  
FOR RECLAMATION DISTRICT 1608  
HELD TELEPHONICALLY ON WEDNESDAY, JULY 1, 2020**

A Regular Meeting of the Board of Trustees of Reclamation District 1608 was called to order telephonically at 8:00 a.m. by President Michael Panzer on Wednesday, July 1, 2020, via Toll-Free Dial-In Number: (877) 778-1806; Conference ID 891949.

**TRUSTEES PRESENT WERE:**

MICHAEL PANZER  
BRETT THOLBORN  
DAN MacDONNELL

**OTHERS PRESENT WERE:**

ANDY PINASCO  
CHRIS NEUDECK  
JOE BRYSON  
ELVIA TRUJILLO  
FARLEY STANIEC  
CHARLES STANIEC

**ABSENT**

DANIEL SCHROEDER

1. **Public Comment.** There was no public comment.

*The Board adjourned the Regular Meeting at 8:03 a.m. to start the Special Meeting.*

*The Board reconvened from the Special Meeting at 8:44 a.m.*

Attorney Andy Pinasco reported the District is reconvening into the Regular meeting from Item 2.a. of the Special Meeting Agenda. All Trustees were present during the entirety of the Closed Session. There is no reportable action.

At this time, President Panzer recommended moving item 4.a. and 4.b up on the agenda for discussion. Trustee Tholborn and Trustee MacDonnell were in agreement.

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

- a. Discussion and Possible Action to Revoke Any or All Encroachment Permits(s) at the Following Address:
  - i. 6347 Embarcadero Drive  
Owners – Charles and Farley Staniec  
Violation – Failure to comply with February 14, 2020 Order to remove untrimmed vegetation inhibiting levee inspections in violation of District Levee Encroachment Standards.

Andy Pinasco presented this item. He reported on the facts of the property starting with the 1983 permit to the events leading to this meeting. There was discussion regarding the encroachment, the permit, and the permit violations on the Staniec property. Mr. Neudeck commented the Board has been dealing with this matter for well over a year. After the facts on the property were given, public comment was allowed. Dr. Farley Staniec and Mr. Chuck Staniec commented the hedge had been trimmed. They also stated that it was not true that access to the property was not granted. They informed the Board that due to coronavirus their gardener stopped coming for a while, the process is happening but slowly. Dr. Panzer commented the main concern is the root system that can rot and create issues as to water penetration. He would like to see the root system completely removed to restore levee to normal position and integrity. Mr. Neudeck estimates an approximate figure of \$2,500 to remove roots and recompact. Andy Pinasco explained the options the District has which are to (1) do nothing, (2) revoke the permit for non-compliant hedge, or (3) revoke all permits existing on the Staniec's property. Discussion followed on the terms and conditions of these options and possible outcomes. The Board took no action and directed staff to bring the item back to the next meeting. Mr. Pinasco informed the Board that taking no action at this meeting does not change the fact the District's February 14, 2020 Order remains intact.

b. Discussion and Possible Action to Direct District Legal Counsel to Commence Appropriate Proceedings to Have Any or All Encroachments Not Permitted Removed by District at the Following Address:

- i. 6347 Embarcadero Drive  
Owners – Charles and Farley Staniec  
Violation – Failure to comply with February 14, 2020 Order to remove untrimmed vegetation inhibiting levee inspections and violation of District Levee Encroachment Standards.

The Board took no action on Item 4.b.

2. **Approval of Minutes.** Minutes of the regular meeting of June 3, 2020. After discussion,

Upon motion duly made, seconded (B. Tholborn/D. MacDonnell) and unanimously carried by the Board Trustees of Reclamation District 1608, the minutes of the regular meeting held on June 3, 2020, were approved as presented.

3. **Financial Report.** Review, discuss, and accept financial report. District Secretary Elvia Trujillo presented a written and oral report. She reported the District is at the end of their fiscal year. There were no engineering expenses reported as the invoices were not

received in time for this meeting. She also reported the District received \$851.25 as a 15% dividend for the 2019 worker's compensation insurance.

It was moved, seconded (B. Tholborn/D. MacDonnell) and unanimously carried by the Board of Trustees of Reclamation District 1608 that the Financial Report presented at the July 1, 2020 meeting be approved as presented.

a. Adopt Resolution 2020-03 Adopting Appropriations Limit Fiscal Year 2020-2021. Andy Pinasco presented this item. Each year the District is to establish its appropriations limit for the following fiscal year. He explained the calculations in Exhibit A and has calculated the appropriation limit for fiscal year 2020-2021 is \$635,977.70. This information will be sent to the County of San Joaquin. After review,

It was moved, seconded (B. Tholborn/D. MacDonnell) and unanimously carried by the Trustees of Reclamation District 1608 that Resolution 2020-03 Adopting Appropriations Limit for Fiscal Year 2020-2021 be approved.

b. Adopt Resolution 2020-04 Certifying Assessments to be Collected and Establishing a Procedure for Collection. Andy Pinasco presented this item. The District annually establishes the amount to be collected for assessments and each year, the District has assessed 100% of what was approved by the property owners. This information is forwarded to the County Assessor's office for collection on the property tax bills.

It was moved, seconded (B. Tholborn/D. MacDonnell) and unanimously carried by the Board of Trustees of Reclamation District 1608 that Resolution 2020-04 Certifying Assessments to be Collected and Establishing a Procedure for Collection be approved.

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

*Item 4.a. was moved up on the agenda, please see pages 1 and 2 of the minutes.*

a. Discussion and Possible Action to Revoke Any or All Encroachment Permits(s) at the Following Address:

- ii. 6347 Embarcadero Drive  
Owners – Charles and Farley Staniec

Violation – Failure to comply with February 14, 2020 Order to remove untrimmed vegetation inhibiting levee inspections in violation of District Levee Encroachment Standards.

*Item 4.b. was moved up on the agenda, please see page 2 of the minutes.*

b. Discussion and Possible Action to Direct District Legal Counsel to Commence Appropriate Proceedings to Have Any or All Encroachments Not Permitted Removed by District at the Following Address:

ii. 6347 Embarcadero Drive  
Owners – Charles and Farley Staniec  
Violation – Failure to comply with February 14, 2020 Order to remove untrimmed vegetation inhibiting levee inspections and violation of District Levee Encroachment Standards.

c. Levee Encroachment Permits/Enforcement

i. Consider new permits requests from homeowners. None.  
ii. Consider Levee Encroachment Standard Violation Enforcement  
*See Engineer's Report, Item I.*

d. Report on Delta Grant II – Storage Container and Supplies.  
*See Engineer's Report, Item II.*

e. Sediment Removal Project.

i. Review status of District communications to landowners  
ii. Review general status of project  
*See Engineer's Report, Item III*

f. Delta Levee Subventions Program

i. Review status of work plan for placement of rock slope protection on southeastern terminus  
ii. Status report and direction regarding gate repairs on southwest quadrant.  
*See Engineer's Report, Item IV.*

*From Engineer's Report:*

**I. PLAN REVIEW**

A. Review status of Annual Levee Inspection of the District's Levee system.  
*Exhibit A: Violation/Remedy Tracking for 2020 Inspections*

Chris Neudeck reported. He referenced Exhibit A and noted the Violation/Remedy Tracking list has been color coded for easy identification: green to indicate



compliance, yellow is marginal, and red for not being acceptable. Generally compliance is in good shape. All those in red will be getting a letter as they have been reminded routinely. The letter will give folks one more chance to come into compliance.

## **II. DELTA GRANT II – PROPOSED STORAGE CONTAINER AND SUPPLIES**

### **A. Review and update the Board of Trustees of Delta Grant II – Proposed Storage Container and Supplies. Container delivered and set up floodlight materials being ordered.**

Chris Neudeck reported pictures of the storage container were provided at the last meeting. The District is in the process of purchasing the flood fight materials to be stored in the container. The supplies that are being purchased are the supplies that are needed. The District will be reimbursed on a portion of the supplies.

## **III. SEDIMENT REMOVAL PROJECT**

### **A. Review status of return acknowledgement letters to Landowners along Sediment Removal Alignment.**

*Exhibit B: Boat/Vessel List*

*Exhibit C: Attached Dock Feature List*

Chris Neudeck reported he has complete return of the acknowledgment letters. He complimented Joe Bryson as he is the reason the District has all the acknowledgements after having gone door-to-door checking with homeowners. Chris has had the opportunity to talk to homeowners and explain why this is being done. Everyone he has talked to is very pleased with this project.

### **B. Review general status of the project.**

*Exhibit D: KSN Inc. Project Status Summary.*

Chris Neudeck reported. From a status point, removal of all boats/vessels/attached dock features will have to be done by July 20. July 15<sup>th</sup> is when equipment and supplies will start coming. The dredger is anticipated to be there on Monday, August 3. Mr. Neudeck did report that a few complications have resulted from the nesting of Swainson's hawks. The question that comes to play with RD 684 where the dredge fill will be disposed is that there are a couple of trees that have birds. This biological constraint may cause a slight delay in the project in order avoid any violations. Chris Neudeck is currently working with Biologist Diane Moore who knows the position of Fish & Wildlife and will be reporting back. Other than that issue, all agreements have been signed with the Port, RD 684, and RD 2119.

**IV. DELTA LEVEES SUBVENTION PROGRAM – AB 360**

- A. Review status of work plan for the placement of rock slope protection at the Southeastern terminus of RD 1608 on Fourteen Mile Slough. Dino & Son Co., will start work the week of August 3<sup>rd</sup> – 7<sup>th</sup> to avoid the nesting bird issues within our CDFW Routine Maintenance Agreement.

Chris Neudeck reported. Originally, the rock slope protection work was done two years ago. Although the work was completed, there were 10-foot gaps that, at the time, were required by the Department of Fish & Wildlife. These gaps can now be filled in to prevent erosion. The individual homeowners have cleared vegetation from their area but nesting bird issues have prevented the work from being done. Homeowners have been very cooperative.

- B. Dino & Son will repair 7 gates on District's Southwest Quadrant starting after July 1st.

1. 3880 14-Mile; Frey/3876 14-Mile; Dorman
2. 3876 14-Mile; Dorman/3872 14-Mile; Hemington
3. 3872 14-Mile; Hemington/3868 14-Mile; Meyers
4. 3860 14-Mile; Bock/3856 14-Mile; Theissen
5. 3856 14-Mile; Theissen/3852 14-Mile; Fodor
6. 3852 14-Mile; Fodor/3848 14-Mile; Hammer
7. 3848 14-Mile; hammer/3842 14-Mile; English

Chris Neudeck reported on this item and reminded the Board that approval had been granted for the repair of gates with a budget of \$25,000 or less. The gates that need to be replaced have been identified. Dino & Son will be doing the work on the seven lots identified above.

**5. Levee Superintendent Report. Request for directions and approvals.**

Joe Bryson gave an oral and written report. He reported the storage containers have been painted, supplies are being purchased and solar lights and signs have been placed. There has been a lot of activity in the area with the dredging contractors. The Marina is running out of room and Joe encourages homeowners to contact the Marina sooner rather than later. Joe stated the engineers now have the homeowner files that he had previously kept. Please see the July 2020 Levee Superintendent's Report for a complete list.

**6. Report by Trustees on meetings attended and upcoming meetings. Request for direction.**

There was no report by the Trustees. Chris Neudeck did report that it was decided not to have homeowners on the slough for the dredging project due to COVID-19.

7. **Report and possible action on Progress of Tasks Assigned at Previous Board Meetings.** None
8. **Discussion and direction on Short-Term and Long-Range Goals.** None
9. **District Calendar.** Discussion and direction.  
Andy Pinasco in reviewing the master calendar reported the resolutions were adopted for the appropriations limit and for the assessments. He reported we are expecting the year-end financial report from the County.
10. **Correspondence.** None.
11. **Approval of Bills.** The list of Bills to be Paid were presented and after review,  
  
Upon motion duly made, seconded (B. Tholborn/D. MacDonnell) and unanimously carried by the Trustees of Reclamation District 1608, the Bills to be Paid presented at this meeting were approved.
12. **Staff Reports.**
  - (a) Attorney. The Agenda for this meeting was posted on the window outside the meeting room at 3121 West March Lane, Stockton, California, at least seventy-two (72) hours preceding the meeting.
13. **Adjournment.** The meeting adjourned at 10:12 a.m.

Respectfully submitted,



Elvia C. Trujillo  
District Secretary

Reclamation District 1608  
Bills to be Paid - July 1, 2020 Board Meeting

NAME	Date	INVOICE #	AMOUNT	TOTAL \$	WARRANT #	CHECK #	SUBVENTION FUND
Michael Panzer (7/1/20 Mtg)		Trustee Fee	\$246.75				
				<b>\$246.75</b>	6333		
Brett Tholborn (7/1/20 Mtg)		Trustee Fee	\$246.75				
				<b>\$246.75</b>	6334		
Dan MacDonnell (7/1/20 Mtg)		Trustee Fee	\$246.75				
				<b>\$246.75</b>	6335		
Elvia Trujillo	June 2020	Secretary Fee	\$897.50				
				<b>\$897.50</b>	6338		
Neumiller & Beardslee	6/17/2020	309386	\$3,765.00				
				<b>\$3,765.00</b>	6339		
PG&E (Landview & Seagull)	6/1/2020	0950847867-5	\$11.14				
PG&E (Stone River)	6/22/2020	2999432760-8	\$11.63				
				<b>\$22.77</b>	6336		
Paul E. Vaz Trucking, Inc.	4/27/2020	68987	\$1,213.70				
	4/27/2020	68988	\$774.40				
				<b>\$1,988.10</b>	6337		
California State Lands Commission	6/4/2020	B0681	\$1,889.65				
				<b>\$1,889.65</b>	6340		
BPM	4/21/2020	36219106	\$1,149.00				
	6/15/2020	36226624	\$1,084.00				
				<b>\$2,233.00</b>	6341		
CSV	5/8/2020	10908	\$4,295.00				
				<b>\$4,295.00</b>	6342		
Lowe's	4/22/2020	960089	\$455.18				
				<b>\$455.18</b>	6343		

Reclamation District 1608  
Bills to be Paid - July 1, 2020 Board Meeting

State of California Payroll Taxes	June		\$648.22			
				\$648.22		online
Federal Government Payroll Taxes	June		\$2,571.00			
				\$2,571.00		online
Bank of Stockton Visa	6/14/2020		\$6,121.00			
				\$6,121.00		online
David Mazzara	Payroll	06/1/2020-06/15/2020	\$1,207.16			Direct Deposit
		06/16/2020-06/30/2020	\$1,191.50			Direct Deposit
				\$2,398.66		
Joe L. Bryson (Payroll)	Payroll	6/1/2020 - 6/30/2020	\$4,809.86			
				\$4,809.86		Direct Deposit
		<b>WARRANT TOTAL:</b>		\$16,286.45		
		<b>CHECKING TOTAL:</b>		\$16,548.74		
		<b>TOTAL BILLS PAID</b>		\$32,835.19		

**MINUTES OF THE SPECIAL MEETING OF BOARD OF TRUSTEES**  
**FOR RECLAMATION DISTRICT 1608**  
**HELD TELEPHONICALLY ON WEDNESDAY, JULY 1, 2020**

A Special Meeting of the Board of Trustees of Reclamation District 1608 was called to order telephonically at 8:09 a.m. by President Michael Panzer on Wednesday, July 1, 2020, via Toll-Free Dial-In Number: (877) 778-1806; Conference ID 891949.

TRUSTEES PRESENT WERE:

MICHAEL PANZER  
BRETT THOLBORN  
DAN MacDONNELL

OTHERS PRESENT WERE:

ANDY PINASCO  
CHRIS NEUDECK  
JOE BRYSON  
ELVIA TRUJILLO

ABSENT

DANIEL SCHROEDER

1. **Public Comment.** No Public Comment
2. **Closed Session.**
  - (a) CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9:  
One (a) case.
3. **Adjourn from Closed Session. Open Session Disclosure of Reportable Action.**  
The Board reconvened from Closed Session at 8:44 a.m. All Trustees were present during the entirety of the Closed Session. There is no reportable action.
4. **Staff Reports.**
  - (a) Attorney. The Agenda for this meeting was posted on the window outside the meeting room at 3121 West March Lane, Stockton, California, at least seventy-two (72) hours preceding the meeting.
5. **Adjournment.** The meeting adjourned at 8:44 a.m.

Respectfully submitted,



Elvia C. Trujillo  
District Secretary

**ITEM 5**

**RECLAMATION DISTRICT 1608**  
**FINANCIAL REPORT - JULY 1, 2020 (FINAL)**  
**% OF FISCAL YEAR ELAPSED THROUGH JUNE 30, 2020 - 100%**

Budget Item	Budget Amount	Expended MTD	Expended YTD	% YTD
<b>Operations &amp; Maintenance Expenses</b>				
Levee Superintendent	\$70,500.00	\$6,920.00	\$77,264.30	109.59%
Part Time Employees	23,000.00	2,682.00	23,217.50	100.95%
Payroll Taxes and Expenses	23,000.00	3,058.74	16,445.24	71.50%
Fences & Gates	50,000.00	455.18	27,156.37	54.31%
Locks & Signs	1,500.00	736.35	1,180.21	78.68%
Weed and Rodent Control & Clean up	14,000.00	830.87	6,241.51	44.58%
Levee Repair Fund (General Operations & Maintenance)	50,000.00	10,257.25	44,540.02	89.08%
Levee Repair Fund (Levee Capital Improvement Projects)	100,000.00	0.00	28,710.97	28.71%
Special Projects (Sediment Removal Project)	0.00	1,889.65	1,889.65	1.89%
Pump System Maintenance	2,000.00	22.77	282.18	14.11%
Wireless Services (Cell and Mobile Computer)	1,800.00	120.08	2,326.09	129.23%
Emergency Equipment & Supplies	1,000.00	1,367.51	1,387.11	138.71%
Garbage Service	5,500.00	544.97	3,940.55	71.65%
District Vehicle (Fuel, Maintenance and Repairs)	3,500.00	100.33	3,403.24	97.24%
<b>TOTAL</b>	<b>\$345,800.00</b>	<b>\$28,985.70</b>	<b>\$208,999.24</b>	<b>60.44%</b>
<b>General Expenses</b>				
Trustee Fees	\$9,500.00	\$740.25	\$8,883.00	93.51%
Secretary Fees	10,000.00	897.50	11,759.47	117.59%
Office Expenses (includes storage facility)	1,000.00	0.00	901.52	90.15%
General Legal	55,000.00	3,765.00	39,570.86	71.95%
Audit	4,200.00	4,295.00	4,480.00	106.67%
County Administration Costs	7,250.00	0.00	6,369.86	87.86%
Property and Liability Insurance	9,500.00	0.00	9,643.00	101.51%
Workers Compensation Insurance	8,000.00	793.66	6,074.03	75.93%
Election Costs	26,000.00	0.00	17,956.43	69.06%
Newsletters & Public Communications	12,000.00	0.00	7,716.02	64.30%
<b>TOTAL</b>	<b>\$142,450.00</b>	<b>\$10,491.41</b>	<b>\$102,862.78</b>	<b>72.21%</b>
<b>Engineering Expenses</b>				
General Engineering	\$22,000.00	\$0.00	\$18,423.99	83.75%
Plan Review Engineering	40,000.00	0.00	35,894.11	89.74%
Administration of Delta Levee Subventions Program	25,000.00	0.00	19,831.57	79.33%
Periodic Levee Property Inspections and Surveys	25,000.00	0.00	0.00	0.00%
Routine Levee Maintenance Consultation	10,000.00	0.00	15,497.17	154.97%
Engineering, Mgmt & Inspection of Capital Imp. Projects	35,000.00	0.00	2,030.60	5.80%
DWR 5 Year Plan	50,000.00	0.00	14,761.53	29.52%
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	0.00	110,671.72	55.34%
<b>TOTAL</b>	<b>\$409,100.00</b>	<b>\$0.00</b>	<b>\$218,337.13</b>	<b>53.37%</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>\$39,477.11</b>	<b>\$530,199.15</b>	<b>59.08%</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	\$1,661.82	\$235,313.55	113.07%
Interest Income	23,000.00	0.00	41,343.00	179.75%
Interest Income - DWR - 5 Year Plan		0.00	510.00	
Assessments	298,000.00	0.00	298,804.38	100.27%
Subvention Reimbursement	200,000.00	171,204.00	171,204.00	85.60%
Other Reimbursable Expenses	50,000.00	900.34	900.34	1.80%
<b>Totals</b>	<b>\$779,120.00</b>	<b>\$173,766.16</b>	<b>\$574,309.11</b>	<b>73.71%</b>

<b>Cash On Hand</b>	
Cash Balance as of July 1, 2019	\$2,188,490.31
Revenues (YTD), as of June 30, 2020	754,549.41
Bank of Stockton Account Balance - June 30, 2020	34,952.42
Expenses (YTD), as of June 30, 2020	650,659.02
<b>TOTAL CASH</b>	<b>\$2,327,333.12</b>
<b>Cash On Hand (Exclusive of Reserves)</b>	<b>\$2,327,333.12</b>

<b>Reserves</b>	
Capital Improvement Reserve	\$500,000.00
Board-Designated Reserve	900,000.00

<b>5-Year Plan PFA</b>	<b>Transfers</b>	<b>Interest</b>	<b>\$37,500.00</b>
Interest (10/31/2019)		\$176.00	\$37,676.00
Interest (1/31/2019)		\$176.00	\$37,852.00
Progress Billing No. 1 Transfer fo Funds (3/1/2020)	\$4,323.73		\$33,528.27
Interest (4/30/2020)		\$158.00	\$33,686.27
Progress Billing No. 2 Transfer fo Funds (6/30/2020)	\$1,822.75		\$31,863.52

**RECLAMATION DISTRICT 1608**  
**FINANCIAL REPORT - AUGUST 5, 2020**  
**% OF FISCAL YEAR ELAPSED THROUGH JULY 31, 2020 - .083%**

Budget Item	Budget Amount	Expended MTD	Expended YTD	% YTD
<b>Operations &amp; Maintenance Expenses</b>				
01 Levee Superintendent	\$73,000.00	\$7,360.00	\$7,360.00	10.08%
02 Part Time Employees	25,000.00	3,267.00	3,267.00	13.07%
03 Payroll Taxes and Expenses	23,000.00	1,311.81	1,311.81	5.70%
04 Fences & Gates	25,000.00	24,664.00 *	24,664.00	98.66%
05 Locks & Signs	1,000.00	76.38	76.38	7.64%
06 Weed and Rodent Control & Clean up	7,500.00	506.98	506.98	6.76%
07 Levee Repair Fund (General Operations & Maintenance)	35,000.00	0.00	0.00	0.00%
08 Levee Repair Fund (Levee Capital Improvement Projects)	50,000.00	2,557.36	2,557.36	5.11%
09 Special Projects (Sediment Removal Project)	1,600,000.00	212,110.20	212,110.20	13.26%
010 Pump System Maintenance	750.00	20.68	20.68	2.76%
011 Wireless Services (Cell and Mobile Computer)	2,500.00	120.08	120.08	4.80%
012 Emergency Equipment & Supplies	22,000.00	813.74	813.74	3.70%
013 Garbage Service	4,000.00	550.80	550.80	13.77%
014 District Vehicle (Fuel, Maintenance and Repairs)	3,500.00	61.00	61.00	1.74%
<b>TOTAL</b>	<b>\$1,872,250.00</b>	<b>\$253,420.03</b>	<b>\$253,420.03</b>	<b>13.54%</b>
<b>General Expenses</b>				
G1 Trustee Fees	\$10,000.00	\$777.27	\$777.27	7.77%
G2 Secretary Fees	12,000.00	797.50	797.50	6.65%
G3 Office Expenses (includes storage facility)	1,000.00	0.00	0.00	0.00%
G4 General Legal	55,000.00	4,966.50	4,966.50	9.03%
G5 Audit	4,500.00	0.00	0.00	0.00%
G6 County Administration Costs	7,250.00	0.00	0.00	0.00%
G7 Property and Liability Insurance	10,000.00	0.00	0.00	0.00%
G8 Workers Compensation Insurance	8,000.00	428.96	428.96	5.36%
G9 Election Costs	0.00	0.00	0.00	0.00%
G10 Newsletters & Public Communications	16,000.00	0.00	0.00	0.00%
<b>TOTAL</b>	<b>\$123,750.00</b>	<b>\$6,970.23</b>	<b>\$6,970.23</b>	<b>5.63%</b>
<b>Engineering Expenses</b>				
E1 General Engineering	\$22,000.00	\$3,306.25 **	\$3,306.25	15.03%
E2 Plan Review Engineering	40,000.00	5,863.79	5,863.79	14.66%
E3 Administration of Delta Levee Subventions Program	25,000.00	3,843.75	3,843.75	15.38%
E4 Periodic Levee Property Inspections and Surveys	20,000.00	0.00	0.00	0.00%
E5 Routine Levee Maintenance Consultation	15,000.00	1,017.00	1,017.00	6.78%
E6 Engineering, Mgmt & Inspection of Capital Imp. Projects	35,000.00	0.00	0.00	0.00%
E7 DWR 5 Year Plan	50,000.00	7,207.50	7,207.50	14.42%
E8 Miscellaneous Expenses (e.g. travel)	0.00	0.00	0.00	0.00%
E9 Assessment Engineering	2,000.00	0.00	0.00	0.00%
E10 Sediment Removal Project	0.00	0.00	0.00	0.00%
<b>TOTAL</b>	<b>\$209,000.00</b>	<b>\$21,238.29</b>	<b>\$21,238.29</b>	<b>10.16%</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>\$2,205,000.00</b>	<b>\$281,628.55</b>	<b>\$281,628.55</b>	<b>12.77%</b>

\* \$24,615.00 Work budgeted in FY 2019/20 and paid in FY 2020/21

\*\*\$2,658.75 General + \$647.50 SJC Delta Grant Phase 2 = \$3,306.25

Budget Item	Anticipated Income	Income MTD	Income YTD	% YTD
<b>Income</b>				
Property Taxes	\$208,120.00	\$0.00	\$0.00	0.00%
Interest Income	23,000.00	0.00	0.00	0.00%
Interest Income (DWR 5 Year Plan)	0.00	0.00	0.00	0.00%
Assessments	298,000.00	0.00	0.00	0.00%
Subvention Reimbursement	200,000.00	0.00	0.00	0.00%
Other Reimbursable Expenses (5 Year Plan)	50,000.00	0.00	0.00	0.00%
Delta Grant II - Flood Fight Supplies	14,500.00	0.00	0.00	0.00%
<b>Totals</b>	<b>\$793,620.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>

<b>Cash On Hand</b>	
Cash Balance as of July 1, 2020	\$2,292,380.70
Revenues (YTD), as of July 31, 2020	0.00 ***
Bank of Stockton Account Balance - July 31, 2020	15,415.51
Expenses (YTD), as of July 31, 2020	0.00 ***
<b>TOTAL CASH</b>	<b><u>\$2,307,796.21</u></b>

**Cash On Hand (Exclusive of Reserves) \$2,307,796.21**

<b>Reserves</b>	
Capital Improvement Reserve	\$500,000.00
Board-Designated Reserve	900,000.00

\*\*\* County Financial Reports Have Not Been Received

<b>5-Year Plan PFA</b>	<b>Transfers</b>	<b>Interest</b>	<b>\$37,500.00</b>
Interest (10/31/2019)		\$176.00	<b>\$37,676.00</b>
Interest (1/31/2019)		\$176.00	<b>\$37,852.00</b>
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Progress Billing No. 2 Transfer fo Funds (6/30/2020)	\$1,822.75		<b>\$31,863.52</b>

**ITEM 6**

Dr. Michael R. Panzer, Chairman  
Brett L. Tholborn, Trustee  
Dan MacDonnell, Trustee

**RECLAMATION DISTRICT NO. 1608  
LINCOLN VILLAGE WEST  
BOARD OF TRUSTEES MEETING  
WEDNESDAY, AUGUST 5, 2020  
8:00 A.M.  
ENGINEER'S REPORT**

Daniel J. Schroeder, Attorney  
Elvia C. Trujillo, Secretary  
Christopher H. Neudeck, Engineer  
Joe Bryson, Superintendent

**I. PLAN REVIEW**

- A. Review status of Annual Levee Inspection of the District's Levee system.

*EXHIBIT A: Violation/Remedy Tracking for 2020 Inspection.*

**II. SEDIMENT REMOVAL PROJECT**

- A. Review general status of the project.

*EXHIBIT B: Progress Payment No. 1 with Dixon Marine Services for Mobilization expenses.*

**III. DELTA LEVEES SUBVENTION PROGRAM – AB 360**

- A. Review plan of work plan for the placement of rock slope protection at the Southeastern terminus of RD 1608 on Fourteenmile Slough. Dino & Son Co. will start work the week of August 3<sup>rd</sup> -7<sup>th</sup> to avoid the nesting bird issues within our CDFW Routine Maintenance Agreement.
- B. Review the District's Draft Final Claim for Fiscal Year 2018/19.

TOTAL FINAL CLAIM	\$ 234,399.25
LESS DISTRICT SHARE (2,500/MILE @ 3.6 miles)	\$ 9,000.00
TOTAL ELIGIBLE	\$ 225,399.25
<b>MAX REIMBURSEMENT = 75% OF ELIGIBLE</b>	<b>\$ 169,049.44</b>

# EXHIBIT A

**Lincoln Village West Violation/Remedy Tracking 2020**

Address	Homeowner	Violation Type	Violation Notice Sent	Homeowner Response Date (required within 7 days) Phone	Homeowner Response Date (required within 7 days) Written	Home Owners Second Notice	Remedy Completion Date	Requiring Additional Work
<b>Northeast Quadrant Violations</b>								
3509 Stone River Circle	Eugene Cruz 684-5447	Vegetation	4/15/2020	4/23/2020			6/23/2020	
<p><i>Notes: 4/23/20 WLF - Eugene left a msg stating that he has complied with trimming shrubs to district standards. AJL &amp; Joe Bryson inspected 6/23/20 and found all trees on the slope trimmed to 5-ft above the ground and in acceptable condition.</i></p>								<b>Acceptable</b>
3603 Stone River Circle	Luis Bustamante	Vegetation	4/15/2020	4/22/2020			4/22/2020	
<p><i>Notes: 4/22/20- AJL inspected the ice plant and found it to be trimmed to the degree and scope as was agreed upon last year. 5/7/20 - Joe Bryson reinspected the property and found it to be adequately maintained after observing it overgrown earlier in May (Alicia Bustamante submitted post-work photos). AJL &amp; Joe Bryson inspected 6/23/20 and found the vegetative windrows cut appropriately along the slope. This property has been maintained and the vegetation has been cut at least three known times this year.</i></p>								<b>Acceptable</b>
7056 Bridgeport Circle	Anthony Lomax	Vegetation	4/15/2020	4/29/2020			6/23/2020	
<p><i>Notes: 4/29/20 - Anthony left msg stating that he would comply with vegetation clearing to standard by 5/1/20. AJL &amp; Joe Bryson inspected 6/23/20 and found the hedge along the levee slope to show evidence of having been trimmed 3-ft from the ground at some point earlier in the summer. This will be a difficult hedge to maintain.</i></p>								<b>Acceptable</b>
<b>Southwest Quadrant Violations</b>								
3604 Fourteen Mile Drive	Tom & Wendy Foulks Hm 951-5121 Cell 810-6611	Vegetation	4/15/2020	4/23/2020				
<p><i>Notes: 4/23/20 - CHN Spoke to Wendy and she stated she would comply with the district standards. Gardner's would start clearing dense vegetation on 4/28/20. 5/6/20 - AJL &amp; Joe Bryson inspected property at request of homeowner to provide input on homeowner's plans during vegetation trimming/thinning operation. Progress was still required to obtain desired result but work was being performed to remedy the violations. Most of the work was complete upon my visit and she had sent photos of her work for approval via email last week. AJL &amp; Joe Bryson inspected 6/23/20 and found evidence of trimming but growth had reoccurred. <b>MARGINAL</b></i></p>								<b>Marginal "Need reminder notice"</b>
3620 Fourteen Mile Drive	Darin & Man Wai Nakamura	Vegetation					6/23/2020	
<p><i>Notes: 5/6/20 - AJL &amp; Joe Bryson inspected property at request of homeowner to provide input on homeowner's plans during vegetation trimming/thinning operation. Progress was still required to obtain desired result but work was being performed to remedy the violations. AJL &amp; Joe Bryson inspected 6/23/20 and found much evidence of the trimming of trees up to 5-ft from the ground. 2-foot swaths had been cut down the entire length of the slope for every 15 linear feet of vegetation. Maintenance at this address will require constant activity.</i></p>								<b>Acceptable</b>
3628 Fourteen Mile Drive	Lester & Wendy Low	Vegetation					6/23/2020	
<p><i>Notes: AJL &amp; Joe Bryson inspected 6/23/20 and found the trees trimmed appropriately to 5-feet of the ground and the slope vegetation thinned considerably.</i></p>								<b>Acceptable</b>

**Lincoln Village West Violation/Remedy Tracking 2020**

Address	Homeowner	Violation Type	Violation Notice Sent	Homeowner Response Date (required within 7 days) Phone	Homeowner Response Date (required within 7 days) Written	Home Owners Second Notice	Remedy Completion Date	Requiring Additional Work
3706 Fourteen Mile Drive	Robert & Susan Bainbridge	Vegetation	4/16/2020	4/27/2020			6/23/2020	
<p><i>Notes: 4/27/20 - Received letter from homeowners Mr. &amp; Mrs. Bainbridge that vegetation violations will be in compliance by end of May. AJL &amp; Joe Bryson inspected 6/23/20 and found the dense waterside shrubbery removed. 2-ft wide swaths had been cut into the landside slopes every 15-linear feet that intercepted the serpentine walkway. The vegetative nature of the landside will require constant maintenance to stay within District standards.</i></p>								<b>Acceptable</b>
3730 Fourteen Mile Drive	Larry & Renata Mamaril	Vegetation	4/16/2020					
<p><i>Notes: AJL &amp; Joe Bryson inspected 6/23/20 and found that the hedgerow on the landside slope had not been trimmed to 2-feet above the ground, preventing inspectibility of the slope from the levee crown road. The vegetable garden on the upper slope replaced the ice plant that was removed and was obviously yielding a dense bounty of produce. <b>FAIL</b></i></p>								<b>Not Acceptable</b>
3738 Fourteen Mile Drive	Bruce & Elizabeth Davies	Vegetation	4/16/2020	4/21/2020				
<p><i>Notes: 5/12/20 CHN Spoke with Bruce and explained the need for clearing of his star jasmine on his property. He indicated his wife Elizabeth was upset with our letter but after rereading it thinks she understands our needs for clearing and I reaffirmed their understanding on this call. AJL &amp; Joe Bryson inspected 6/23/20 and observed that trimming had occurred along the waterside slope but vegetation had been untouched on the landside slope. <b>FAIL</b> 7/27/20 AJL &amp; Joe Bryson inspected the property and found that both the landside and waterside slopes had been thinned and were in the process of regrowth. This inspection resulted in satisfactory results (the problematic area, maintenance-wise, is the western half of the property, which will require constant trimming. 7/27/20 AJL inspection the property and said it is now acceptable. Western half of property vegetation covering has been thinned out and slopes are now inspectable. This area will take constant upkeep to keep vegetation under control.</i></p>								<b>Acceptable</b>
3848 Fourteen Mile Drive	Gerad & Chris Hammer	Non Permitted Fence	4/20/2020				6/23/2020	
<p><i>Notes: AJL &amp; Joe Bryson inspected 6/23/20 and found no vegetation problems. However, the fence on the landside levee hinge point was still in place. This may not be a violation if a permit was applied for through KSN.</i></p>								<b>Acceptable</b>
3852 Fourteen Mile Drive	Laszlo & Connie Fodor	3852 Fourteen Mile Drive	4/16/2020					
<p><i>Notes: AJL &amp; Joe Bryson inspected 6/23/20 and found that 2-foot wide swaths had been cut for every 15-linear feet of vegetation along the landside hinge point. There was evidence of trimming of vegetation along the waterside hinge point but it had obviously grown back. <b>MARGINAL</b></i></p>								<i>Marginal "Need reminder notice"</i>
3872 Fourteen Mile Drive	Herbert & Judy Hemington	3872 Fourteen Mile Drive	4/16/2020	4/21/2020				
<p><i>Notes: 4/21/20 CHN Spoke to Herbert - He will have his landscapers clear the dens vegetation to standard. AJL &amp; Joe Bryson inspected 6/23/20 and it was evident that absolutely no work had been done regarding vegetation maintenance. <b>FAIL</b></i></p>								<b>Not Acceptable</b>
3876 Fourteen Mile Drive	Charles & Linda Dorman	Vegetation	4/16/2020					



**Lincoln Village West Violation/Remedy Tracking 2020**

Address	Homeowner	Violation Type	Violation Notice Sent	Homeowner Response Date (required within 7 days) Phone	Homeowner Response Date (required within 7 days) Written	Home Owners Second Notice	Remedy Completion Date	Requiring Additional Work
<p>Notes: 5/6/20 - AJL &amp; Joe Bryson inspected property at request of homeowner to provide input on homeowner's plans during vegetation trimming/thinning operation. Progress was still required to obtain desired result but work was being performed to remedy the violations. AJL &amp; Joe Bryson inspected 6/23/20 and it was evident that attempt to cut 2-ft wide swaths had been cut into every 15-ft section of vegetation along the landside slope. However, the extremely bushy nature of the vegetation rendered the effort almost null. The waterside slopes were full of dense, bushy vegetation as well. <b>FAIL</b></p>								<b>Not Acceptable</b>
3880 Fourteen Mile Drive	Hans & Marlene Frey	Vegetation	4/16/2020	5/1/2020				
<p>Notes: 5/1/20 Received letter from homeowner stating vegetatoin violations on report will be corrected and completed by May 8,2020. AJL &amp; Joe Bryson inspected 6/23/20 and found the trimming of trees up to 5-ft from the ground to be acceptable on 90% of the landside slope. Trimming should still occur along the eastern landside slope near the levee hinge point. <b>MARGINAL</b></p>								<i>Marginal "Need reminder notice"</i>
3884 Fourteen Mile Drive	Anthony & Katherine Davalle	Vegetation	4/16/2020	4/21/2020			6/23/2020	
<p>Notes: 4/21/20 WLF Spoke to Anthony - He and Katherine will be clearing the vegetation to standard over the next few weeks. AJL &amp; Joe Bryson inspected 6/23/20 and found that the waterside vegetation had been thinned. The trees on the landside slopes had been mostly trimmed to 5-feet above the ground but the nature of the canopy is such that it appears more dense than it really is.</p>								<b>Acceptable</b>
6231 Embarcadero Drive	G.W. Zehender	Vegetation	4/16/2020					
<p>Notes: AJL &amp; Joe Bryson inspected 6/23/20 and found that the waterside vegetation had been cut earlier in the year but was growing back quickly. Trees on the landside were not cut to 5-feet above the ground, as compared with photos from earlier in the year and the landside slopes required not only maintenance of the 2-foot wide swaths cut every 15-linear feet, but further mowing or thinning to prevent total immersion of the 2-foot wide swaths in vegetative overgrowth. <b>FAIL</b></p>								<b>Not Acceptable</b>
6243 Embarcadero Drive	Sandy Wamerdam	Vegetation	4/16/2020				6/23/2020	
<p>Notes: AJL &amp; Joe Bryson inspected 6/23/20 and found all trees, vegetation, and grass to be trimmed adequately per District standards. The waterside slope was exposed soil being prepared for sod, according to Ms. Warmerdam and Joe.</p>								<b>Acceptable</b>
6255 Embarcadero Drive	Meidong Chen	Vegetation	4/16/2020	5/5/2020			6/23/2020	
<p>Notes: 5/5/2020 WLF received a call from Peter Ting, Meidong Chen does not speak any English and he is her Real-estate broker/Care taker of her home while she travels. He stated that they have hired new landscapers and he believes that the vegetation violation has been remedied. AJL &amp; Joe Bryson inspected 6/23/20 and found the waterside slope to have been mowed and trimming of the landside trees to 5-feet above the ground to have occurred. Regrowth is happening rapidly.</p>								<b>Acceptable</b>
6321 Embarcadero Drive	Gregory & Melissa Black	Vegetation	4/16/2020					

**Lincoln Village West Violation/Remedy Tracking 2020**

Address	Homeowner	Violation Type	Violation Notice Sent	Homeowner Response Date (required within 7 days) Phone	Homeowner Response Date (required within 7 days) Written	Home Owners Second Notice	Remedy Completion Date	Requiring Additional Work
<p><i>Notes: AJL &amp; Joe Bryson inspected 6/23/20 and found that the waterside shrubs were entirely removed, rendering the waterside slope easily inspectable. Work was still taking place on the landside slope at the time of our visit.</i></p> <p><i>7/8/20 Greg left msg w/CHN that his yard/levee is now to district standards and is ready for inspection.</i></p> <p><i>7/14/20 WLF spoke w/Greg re follow up inspection w/AJL on 7/23. Tree &amp; vegetation removal greatly enhanced inspectability of both landside and waterside levee slopes.</i></p>								
6325 Embarcadero Drive	Anthony & Dru Vignolo	Vegetation	4/16/2020				6/23/2020	Marginal "Need reminder notice"
<p><i>Notes: AJL &amp; Joe Bryson inspected 6/23/20 and found the waterside hedge to have been removed, rendering the waterside slope easily inspectable. The landside slope grass had been adequately trimmed per District Standards.</i></p>								
6333 Embarcadero Drive	Michael & Krystle Balduzzi	Vegetation	4/16/2020					Not Acceptable
<p><i>Notes: AJL &amp; Joe Bryson inspected 6/23/20 and found absolutely no work to have been done since the initial annual inspection. FAIL</i></p>								
<b>Northwest Quadrant Violations</b>								
3757 Hatchers Circle	Gregory & Nancy Smith	Vegetation	4/15/2020					Marginal "Need reminder notice"
<p><i>Notes: AJL &amp; Joe Bryson inspected 6/23/20 and it was apparent that the shrubs along the fenceline had been trimmed at some point prior to the inspection. However, the trees immediately beyond the fenceline still require trimming to 5-ft above the ground and the shrubs can be maintained in a manner in which the ground beyond the fenceline is more easily inspectable. MARGINAL</i></p>								
3789 Fort Donelson Drive	Lauma Maier 481-3776	Vegetation	4/15/2020	4/29/2020			6/23/2020	Acceptable
<p><i>Notes: 4/29/20 - Lauma Maier left a msg stating she has complied with trimming vegetation 2 feet above ground. AJL &amp; Joe Bryson inspected 6/23/20 and found the hedgerow along the fenceline to be trimmed appropriately to 2-feet above the ground and the slope beyond it to be easily inspectable.</i></p>								
3819 Fort Donelson Drive	Todd & Christina Hosmer	Vegetation	4/16/2020					Not Acceptable
<p><i>Notes: AJL &amp; Joe Bryson inspected 6/23/20 and found no work had been performed to trim 2-ft wide swaths in the hedgerow for every 15 linear ft of vegetation along the fenceline (the hedgerow is less than 1.5-ft tall). FAIL</i></p>								
3825 Fort Donelson Drive	Leia Turner	Vegetation	4/15/2020	4/27/2020				Not Acceptable
<p><i>Notes: 4/27/20 - Leia Turner left a msg that her father Lance has passed away and she is the current homeowner. She is complying with vegetation violations and will be completed by 4/2/20. AJL &amp; Joe Bryson inspected 6/23/20 and discovered no work was performed to trim the dense trees on both property lines running the entire length of the slope normal to the fence. FAIL</i></p>								

**Lincoln Village West Violation/Remedy Tracking 2020**

Address	Homeowner	Violation Type	Violation Notice Sent	Homeowner Response Date (required within 7 days) Phone	Homeowner Response Date (required within 7 days) Written	Home Owners Second Notice	Remedy Completion Date	Requiring Additional Work
3831 Fort Donelson Drive	Emmanuel & Rosita Taylan	Vegetation	4/15/2020				6/23/2020	
Notes: 4/27/20 - Leia Turner left a msg that her father Lance has passed away and she is the current homeowner. She is complying with vegetation violations and will be completed by 4/2/20. AJL & Joe Bryson inspected 6/23/20 and found the hedgerow to be properly trimmed to a height of 2-feet above the ground.								<b>Acceptable</b>
3915 Fort Donelson Drive	Terrel Cossette	Vegetation	4/15/2020				6/23/2020	
Notes: AJL & Joe Bryson inspected 6/23/20 and found the hedgerow along the fenceline to have been appropriately trimmed to 2-feet above the ground.								<b>Acceptable</b>
4131 Fort Donelson Drive	Kenneth & Hsin Norton	Vegetation	4/15/2020					
Notes: AJL & Joe Bryson inspected 6/23/20 and found evidence of prior trimming of the shrubs to a height of 2-ft above the ground but all vegetation has grown back considerably since work was performed. <b>MARGINAL</b>								<i>Marginal "Need reminder notice"</i>
4149 Fort Donelson Drive	Morgan & Susan Mayfield	Vegetation	4/15/2020					
Notes: AJL & Joe Bryson inspected 6/23/20 and found the vegetation requiring trimming. It was not evident that vegetation maintenance work had taken place in awhile. <b>MARGINAL</b>								<i>Marginal "Need reminder notice"</i>
4173 Fort Donelson Drive	Stephen & Kathy Jackson	Vegetation	4/16/2020					
Notes: AJL & Joe Bryson inspected 6/23/20 and found no evidence of trimming of the hedgerow along the fenceline. <b>FAIL</b>								<b>Not Acceptable</b>

# EXHIBIT B



**PROGRESS PAY ESTIMATE**  
Monthly Progress

**NO. 1**

OWNER: **Reclamation District 1608  
Lincoln Village West**

PROJECT: **Sediment Removal Project  
At Fourteen Mile Slough**

CONTRACTOR: **Dixon Marine Services**

CONTRACT NO.: **1608-05-14-20-01**

KSN JOB NO.: **2153-0220**

DATE: **7/31/2020**

Contract Time:

Original Time	75 working days
Notice to Proceed Date	8/3/2020
Original Completion Date	11/17/2020
Approved Time Extensions	0 working days
Contract Completion Date	11/17/2020
Work Completed Through	7/31/2020
Elapsed Time	0 working days
Percent Time Elapsed	0.0%

Contract Cost:

Original Contract Price	\$1,391,041.76
Approved Change Orders	\$0.00
Percent Change Orders	0.0%
Revised Contract Price	\$1,391,041.76
Amount Complete To Date	\$174,969.67
Percent Complete	12.6%

Payment Summary:

	Previous	Current	To Date
Total Earnings	\$ -	\$ 174,969.67	\$ 174,969.67
Less Contract Deductions	\$ -	\$ -	\$ -
Subtotal	\$ -	\$ 174,969.67	\$ 174,969.67
Less Retention (5%)	\$ -	\$ (8,748.48)	\$ (8,748.48)
Net Earnings	\$ -	\$ 166,221.18	\$ 166,221.18

**Net Payment Due This Invoice**

**\$ 166,221.18**

Supporting Documentation:  
> DMS Application No. 1

Recommended for Payment:

Kjeldsen, Sinnock & Neudeck, Inc.  
District Engineer

By: Jeffrey A. Mueller, P.E.

Item No.	Item Description	Unit	Contract			Previous Estimate		Current Estimate		Total Estimate to Date		
			Quantity	Unit Price	Amount	Quantity	Amount	Quantity	Amount	Quantity	%	Amount
<b>Original Contract</b>												
1.	Mobilization	LS	1	\$ 349,939.33	\$349,939.33			0.50	\$174,969.67	0.50	50%	\$174,969.67
2.	Dredge to -5 NAVD88 at 14 Mile Slough	CY	60,000	\$ 17.35	\$1,041,102.43			0.00			0%	
Subtotals, Original Contract:					<b>\$1,391,041.76</b>			<b>\$0.00</b>	<b>\$174,969.67</b>		<b>13%</b>	<b>\$174,969.67</b>
<b>Totals:</b>					<b>\$1,391,041.76</b>			<b>\$0.00</b>	<b>\$174,969.67</b>		<b>13%</b>	<b>\$174,969.67</b>

**ITEM 7**

## **AUGUST 2020 LEVEE SUPERINTENDENT JOE BRYSON 1608**

1. Levee patrol and inspection station 00+ thru 180+. Clean and inspect pump area four times. Pruned trees around pump station.
2. We finished black top and crack filling North East levee road. Will start North West levee road.
3. Opened gates four times for Clearlake Construction to spray Five Mile Slough.
4. Ran off a homeless man trying to live under Morgan bridge.
5. Started gravel North East levee shoulder.
6. Many calls and five meetings, South West dredging. Many homeowners waiting till last day to move boats, docks.
7. Dino Construction started work on South West gates.
8. Homeless getting bad Five Mile, East of I-5. Mess on both sides of Five Mile. They do try and stay on their side of the fence.
9. Made a new contract with Republic Waste. They were charging us for hauling \$353.00 now \$282.00. Saved \$71.00. Cost per ton \$104.00 now \$78.00. Saved \$26.00. They will not be charging us rent if we do not use their services for a month.
10. Made a deal with my city friends that haul trash away from Kelly and Plymouth gates. We will haul away small trash, they will haul away heavy trash. They have six men, we have two. This will bring our tonnage down.
11. Almost done with the new storage bin. Received the signs this week, looks great.
12. The last big wind storm, five trees lost a lot of limbs.
13. Hans Fry's gangway and dock is rotten.
14. Homeless, taggers, fishermen come under the I-5 overpass South side. Have never done a security fence on East side of overpass.
15. Worked a lot with KSN Engineers this month. Wendy on the Subvention Program, Elvia on the rest.
16. Received many calls this month. Homeowners are board. One homeowner had two tents, table and chairs, and a beanbag game on the levee.
17. Ran off a young man with a backpack off the levee three times. Last time I followed him. He lives on North East levee side. He cut a hole in the old fence and walks on rocks to get to Steven's yard. Goes around fence to get to our levee. When I have time, that will stop.



**ITEM 10**

## **SHORT TERM GOALS 2020**

1. Sediment Removal Project.
2. Participate in 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. Repair/Maintenance of Gates on Crown of Southwest Levee

## **LONG TERM GOALS**

1. CVFP Plan
2. Lower San Joaquin River Flood Risk Reduction Project
3. Renewal of District Assessment
4. Raising Elevation of South West Levee.

**ITEM 11**

## RD 1608: MASTER CALENDAR

### JANUARY

- Update Levee Property DVD

### FEBRUARY

- Annual Review of Trustee Compensation
- Send out Form 700s, remind Trustees of April 1 filing date

### MARCH

- Yearly Employee Evaluations
- Spring Newsletter

### APRIL

- April 1: Form 700s due
- Letter to Property owners on levee regarding levee standards and permit requirements
- Notify School District of Vegetation Control

### MAY

- Draft Budget
- Tour of Levee System
- Annual CEQA Exemption

### 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 2019 (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	2019	First Friday of Dec 2023
Michael Panzer	2019	First Friday of Dec 2023

### Assessment Expires 6/30/2025

### Emergency Operation Plan Review – June 2022

### 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**

**ITEM 12**

## Trujillo, Elvia

---

**From:** Schroeder, Dan  
**Sent:** Friday, July 10, 2020 2:51 PM  
**To:** Trujillo, Elvia  
**Subject:** FW: FPPC Compliance Training

Please print and put in each RD box.

**From:** Cindy Tiffany <cindy@floodassociation.net>  
**Sent:** Thursday, July 9, 2020 2:38 PM  
**To:** Cindy Tiffany <cindy@floodassociation.net>  
**Subject:** FPPC Compliance Training



CALIFORNIA CENTRAL VALLEY  
**FLOOD CONTROL**  
ASSOCIATION

California Central Valley Flood Control Association  
invites its members to attend  
**Complementary Online Workshops on  
FPPC Compliance**

**Public Agency Ethics Training**

Conducted by Downey Brand

**Wednesday August 19, 2020**

**9:00 a.m. - 11:00 a.m.**

Via Zoom Conference Call

**Sexual Harassment Training**

Conducted by Downey Brand

**Thursday August 27, 2020**

**9:00 a.m. - 11:00 a.m.**

Via Zoom Conference Call

To register please contact  
Cindy Tiffany at (916)446-0197 or [cindy@floodassociation.net](mailto:cindy@floodassociation.net)  
prior to August 14th



## Trujillo, Elvia

---

**From:** Schroeder, Dan  
**Sent:** Monday, June 15, 2020 3:14 PM  
**To:** Trujillo, Elvia  
**Cc:** Pinasco, Andy J.  
**Subject:** FW: MBK Memo on draft USACE EC 1165-2-218  
**Attachments:** EC 1165-2-218 LS Circular Summary and Takeaway 06152020.pdf

Please print and place in each RD box.

Dan

**From:** Cindy Tiffany <cindy@floodassociation.net>  
**Sent:** Monday, June 15, 2020 1:08 PM  
**Cc:** reinhardt@mbkengineers.com; sshapiro@downeybrand.com  
**Subject:** FW: MBK Memo on draft USACE EC 1165-2-218

To all Members:

Please see note below from Ric Reinhardt:

Thank you,

**Cindy Tiffany**  
*Associate Director*

**California Central Valley Flood Control Association**  
3050 Beacon Blvd., Ste 203  
West Sacramento, CA 95691  
(916) 446-0197  
[floodassociation.net](http://floodassociation.net)

MBK has completed our review of the Draft Engineering Circular 1165-2-218 that describes the framework of the U.S. Army Corps of Engineers (USACE) Levee Safety Program. The attached memo summarizes the draft EC and proposes comments that the Association could submit on the draft EC. I provide an overview of the memo and our concerns at Wednesday's Board meeting.

Scott, I had agreed to have this sent out to the Coalition of Non Federal Sponsors. Can you do that?

Thanks,

Ric



Water Resources • Flood Control • Water Rights

GILBERT COSIO, JR., P.E.  
MARC VAN CAMP, P.E.  
WALTER BOUREZ, III, P.E.  
RIC REINHARDT, P.E.  
DON TRIEU, P.E.  
DARREN CORDOVA, P.E.  
NATHAN HERSHEY, P.E., P.L.S.  
LEE G. BERGFELD, P.E.  
BEN TUSTISON, P.E.  
THOMAS ENGLER, P.E., CFM  
MICHAEL MONCRIEF, P.E.

ANGUS NORMAN MURRAY  
1913-1985

---

CONSULTANTS:  
JOSEPH I. BURNS, P.E.  
DONALD E. KIENLEN, P.E.

## MEMORANDUM

**DATE:** June 15, 2020  
**TO:** California Central Valley Flood Control Association  
**FROM:** Ric Reinhardt, P.E., Tony Deus, P.E., Michael Kynett, P.E. MBK Engineers  
**SUBJECT:** Overview and Comments on the USACE's, Draft EC 1165-2-218

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### INTRODUCTION

The Draft Engineering Circular 1165-2-218 (Draft EC) describes the framework of the U.S. Army Corps of Engineers (USACE) Levee Safety Program. The USACE Levee Safety Program originated from the USACE's response to Hurricane Katrina, and was formally established in 2006 to "better understand, prioritize, and manage the flood risks associated with levees". The EC formalizes the USACE development of the Levee Safety Program that has incrementally progressed since 2006, and to a large degree the Draft EC does not present new information or technical details.

The USACE issued the Draft EC on February 25, 2020, for stakeholder review. Comments on the Draft EC are due July 27, 2020. The purpose of this memorandum is to summarize the significant aspects of the document and to provide comments on behalf of the California Central Valley Flood Control Association.

The Draft EC is divided into four volumes: overview, Local Sponsor activities, policy and procedures, and a summary of shared information. Within the Draft EC the Levee Safety Program consists of the following activities: developing and maintaining a National Levee Database; defining tolerable risk guidelines; performing levee inspections and site visits; performing levee risk assessments; tracking levee risk; communicating levee risk; and integrating with other programs, such as Section 408 Permission and the National Flood Insurance Program. The Draft EC defines these activities and identifies who performs them within a USACE, Local Sponsor, and Levee Maintaining Agency (LMA) relationship. It is important to note that while the LMA may be most involved in the day to day operations and maintenance of a levee system, the USACE formally recognizes a direct relationship only with the Local Sponsor, which in the California Central Valley is normally the Central Valley Flood Protection Board (CVFPB).

## SUMMARY OF DRAFT EC

The following is a summary of major concepts and perspectives provided by the USACE in the Draft EC. The Draft EC was developed by USACE with the intention of providing guidance for the USACE Levee Safety Program activities internal to the USACE, the Local Sponsor, and LMAs. From the USACE perspective the Draft EC seeks to consolidate and formalize processes, principles, and policies used to monitor, manage, and understand flood risk, specifically for levees. Additionally, it intends to provide a framework to sustain long term benefits and implement adaptive management activities based on varied and dynamic flood risks. The Draft EC provides a framework for USACE, Local Sponsor, and LMA to partner in managing flood risk to levees. Risk-informed decision making is central to the USACE Levee Safety Program. Risk, as defined by the Draft EC, is "a tool that is used to understand and communicate the probability and consequences of uncertain future events". The risk-based approach accounts for the flood event occurring (hazard), system performance (levees, dams, weirs, and bypasses), and the consequence of the system performance or failure.

In 2006, USACE established the Levee Safety Program to work with Local Sponsors and LMAs to understand, prioritize, and manage flood risk to levees. At that time, formal documentation regarding the program was not developed. The overarching intent in development of the Draft EC is to document and clarify policy guidance of the USACE Levee Safety Program. Most of the processes and policies contained within the Draft EC have been in practice with the USACE for several years. More specifically, the Draft EC details the USACE Levee Safety Program and provides:

- The benefits of understanding, monitoring, and managing flood risks associated with levees over time
- A framework to sustain long-term flood risk reduction
- Adapts activities and actions based on dynamic nature of flooding, including:
  - Scalable decision-making process based on circumstance
  - Allows consideration of historic levee performance
  - Acknowledges and addresses how to account for uncertainty in the decision-making process
  - Supports a risk-informed "fix-the-worst-first" approach
  - Informs design and construction decisions to maintain and improve levees

### ***Tolerable Risk Guidelines***

To accomplish the USACE Levee Safety Program goals, the Draft EC details use of risk guidelines to adapt management actions based on associated risks. As flood risk changes over time, no levee is considered risk free regardless of condition. Risk guidelines are categorized by three classifications:

- Broadly Acceptable Risk: the probability of occurrence is so small, the consequences are so slight, or the benefits are so great that the risk is considered insignificant or negligible
- Tolerable Risk: defined by levee risk that society is willing to live with the associated levee system to secure the benefits of living and working in the leveed area. There exists continuation of recognizing and communicating levee risk because the risk is not broadly acceptable and

cannot be ignored. LMAs are properly monitoring and managing levee risks. Continuing management of risk and actions to review, reduce, and manage further risk as practicable, occurs while considering cost effectiveness, and social and environmental acceptability

- Unacceptable Risk: defined as risks that are not broadly acceptable or tolerable except in exception circumstances

The USACE Levee Safety Program provides the following actions and activities for Local Sponsors and LMAs:

- Tolerable Risk Guideline No. 1 – Understanding Risk (Risk Assessment): includes evaluation of life safety risk, societal risk, individual life risk, and economic risk. This is commonly completed by USACE in coordination with the LMA and Local Stakeholders to allow for discussions and input to inform the assessment
- Tolerable Risk Guideline No. 2 – Building Risk Awareness (Risk Communication): The assessment can be reviewed qualitatively and notes if the LMA has access to the best available levee risk information. It also notes if the LMA has participated in the USACE levee screening and higher-level risk assessments; if the LMA and community within the leveed area has been provided risk information within regarding the levee system; and if changes in flood risk and potential changes have been communicated to the community through public engagement, media, or electronically
- Tolerable Risk Guideline No. 3 – Fulfilling Daily Responsibilities (Risk Management): Determines if the risks associated with the levee system are being monitored and managed properly by the LMA, and if the LMA is fulfilling daily responsibilities such as active operation and maintenance, monitoring, and using an updated testing emergency action plan and risk communication strategy
- Tolerable Risk Guideline No. 4 – Actions to Reduce Risk (Risk Management): Determinations being made by the LMA in coordination with USACE are used to identify and consider if there are cost effective, socially acceptable, or environmentally acceptable ways to reduce risk from an individual or societal risk perspective. Considerations will be given to what types of actions have been taken to reduce risk; are further actions identified to reduce risk that could be reasonably implemented; what are the associated costs with risk reduction measures; should actions be further evaluated; and has progress been demonstrated by the risk reduction measures.

#### ***Inspections in Relation to National Flood Insurance Program***

It should be noted that each time a USACE District conducts a levee inspection, a determination will be made if the levee segment meets or exceeds a subset of requirements of 44 CFR 65.10. Findings meeting these requirements, which are substantiated by information provided to the Federal Emergency Management Agency (FEMA), allow for FEMA to accredit the levee system on a National Flood Insurance Program (NFIP) Map. All information gathered during inspections is considered on a levee system basis such that a singular segment may exceed standards, but others may not within the levee system.

#### ***How Risk is Assessed***

The USACE Levee Safety Program will use risk assessments to provide the basis for making risk-informed decisions. Following a screening level risk assessment (qualitative), to a quantitative risk assessment

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increases the level of detail to reduce uncertainties in results. Three factors are associated with levee flood risk:

- Hazards: what are the hazards, and how likely is it for one or more to occur (flood/high water events)
- Performance: how does the levee perform in response to these hazards
- Consequence: what is to be at risk (population, infrastructure, critical facilities etc.) and what level of damage may be caused

Completing a risk assessment is a collaborative effort between the USACE Risk Management Center (RMC) Team Lead, USACE District team staff (with knowledge of the specific levee system), the Local Sponsor, the LMA, and FEMA. Each entity will provide input in identifying and developing the following:

- Primary risk drivers
- Comparison to Tolerable Risk Guidelines
- Sources of uncertainty
- Developing recommended risk management actions
- Determining if the levee system meets requirements for NFIP Accreditation

This collaborative effort will include a baseline assessment of risk through completion of a levee screening of each levee segment within a levee system. The assessment will rely on existing data, historical performance, engineering judgement, and consequence estimation to characterize relative risks to levees based on annual exceedance probability (AEP), or the likelihood of an occurrence in any single year. This effort will be completed for 2 scenarios: breach prior to overtopping of the levee and overtopping. Following completion of this effort, each levee system is ranked considering each segment's performance and the resulting risk for the levee system is based on the highest risk levee segment.

At the completion of the risk assessment, a life safety risk matrix is developed detailing an estimated loss of life versus a given AEP. All risk assessments completed for each levee segment, including supporting information such as screenings, comment log, economic analyses, social impacts, consequence assessment, and fact sheets are compiled within in 30 days of completion and provided to all parties, including FEMA, as part of the final deliverable of the risk assessment.

#### ***USACE Levee Portfolio & Assessment***

USACE will use all completed assessments to inform, on a collaborative level with local LMAs and stakeholders, a Levee Safety Action Classification (LSAC) rating for the levee system assessed. An LSAC rating is used by USACE to analyze and categorize risk throughout the USACE levee portfolio on a national basis. LSACs prioritize levee systems within the Levee Safety Program and inform activities on a programmatic level. LSACs are classified on a 1-5 basis with 1 signifying very high risk, and 5 being very low risk. Additionally, if sufficient information is not available to assign an LSAC, a *No Verdict* classification is assigned.

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***How Risk is Tracked & Risk Management Measures***

On a continuous basis, risk management actions are implemented in coordination with USACE, which will allow LMAs to collaboratively develop measures as part of the USACE Levee Safety Program. More broadly, this will be completed on a levee system basis and activities implemented by LMAs and/or USACE will contribute to successful risk management. USACE has provided example measures which may be implemented to reduce risk as follows:

- Structure Elevation
- Structure Relocation
- Acquisition of Structures
- Flood Proofing
- Implementation of a Flood Warning System
- Flood Insurance Requirements
- Emergency Preparedness Plans
- Land Use Regulation
- Evacuation Plans/Drills
- Zoning
- Communication & Outreach
- Improvements to O&M
- Monitoring Levee Performance
- Erosion Protection
- Overtopping Resilience
- Coordinated Reservoir Operations
- Channel Conveyance Modification
- Enlargement of Bridges
- Improvements or Construction of Interior Drainage Features

## ROLE OF THE LOCAL SPONSOR AND LMAs

Inspections, levee screenings, and risk assessments are completed in a collaborative effort between the USACE, the Local Sponsor, and the LMA. The screenings and risk assessments develop a LSAC, which is used by USACE to categorize risk on a "fix the worst first" basis. LSAC ratings are used to inform funding priorities for levees within the USACE levee portfolio. Additionally, information compiled from these efforts will be shared and used by the FEMA to inform mapping efforts under the NFIP.

The role of the LMA is paramount in the risk assessment process. The LMA should be closely involved in this process in both participation and review of assessments. Collaboration ensures information in developing, categorizing, and quantifying levee risk factors is the best available and is valid. Additionally, this collaboration process will provide an avenue for the LMA to comment and note concerns related to USACE generated findings and potential long-term project implications. Assistance in this process may be provided through district engineering services, in addition to LMA staff, stakeholders, and public input.

The USACE levee portfolio has varied characteristics related to operations and maintenance (O&M) responsibilities. The decision-making principles, inspection and reporting processes, risk assessment procedures, and application of mitigation/management measures detailed in Draft EC intend to manage and adapt to changing flood risk scenarios.

Additionally, there will be increased scrutiny of LMAs in confirming they are fulfilling their operations, maintenance, rehabilitation, repair, and replacement (OMRR&R) responsibilities. This also includes communication of risk factors and concerns between USACE, LMAs, stakeholders, and the public.

Risk assessment data compiled within the National Levee Database (NLD) through the USACE Levee Safety Program will be integrated and made accessible to other programs and processes throughout the USACE Flood Risk Management System. This will include the Dam Safety Program, Emergency Management Community of Practice, Critical Infrastructure and Resiliency Program, and the Section 408 Program. This will also be used to inform USACE planning design and construction projects, as well as allow for FEMA and USACE levee districts to align activities, information sharing, and messaging regarding levee systems to improve public awareness. Again, this effort allows for engagement between the USACE Levee Safety Program and FEMA in relation to policies and evaluations of the NFIP.

### KEY POINTS AND CHANGES

Key points and changes to the Levee Safety Program from the Draft EC include:

- The USACE Levee Safety Program incorporates risk-informed decision making through a combination of inspections and engineering assessments.
- Develops a path for USACE, Local Sponsors, and LMAs to partner in managing changes in risks to levee systems and specific segments on an adaptive basis and using a risk-informed decision-making process
- USACE Districts are responsible for developing and maintaining a ten-year outlook on anticipated activities including inspections and risk assessments in conjunction with the Local Sponsor.
- The USACE Districts are responsible for developing procedures and coordinating permit requests (Section 408).
- Levee Sponsors are responsible for “ensuring that the levee is maintained and properly inspected routinely; performing response and recovery efforts”.
- Every 5-years the USACE will work with the Local Sponsor to perform levee inspections. Levee inspections will no longer provide an overall rating of levee systems or segments.
- Every 10-years the USACE will perform a risk assessment on each levee system.
- Inspections and risk assessments may be performed out of cycle if requested or if conditions warrant. The results of all inspections and risk assessments will be shared by the USACE with FEMA for NFIP purposes.
- The Draft EC outlines Local Sponsor activities related to flood response activities including pre-flood inspection, flood operations and maintenance, levee patrol, emergency response, and recovery.
- Describes Local Sponsor and LMA activities specific to flood risk management including preparedness, response, recovery, and mitigation. Also notes how USACE activities can support Local Sponsors and LMAs
- Every 5-years the USACE Headquarters will in perform an independent review of the Levee Safety Program.

- There are multiple types of levee risk assessments all of which are led by the USACE and include input from the Local Sponsor and LMA.
- NFIP findings per 44 CFR 65.10 are required as part of USACE risk assessments.
- Establishes a process for tracking, monitoring, and adapting levee activities based on risk
- Describes how USACE can support risk communication

### COMMENTS ON DRAFT EC

1. The Draft EC fundamentally alters the relationship between FEMA, the floodplain administrator (City or County) and the certifying engineer. It is outside the USACE's authority to alter this relationship and there are serious implications. The Draft EC should be revised to clarify that the USACE's role is to provide information to FEMA, the Floodplain Manager, and the Certifying Engineer, so they can be considered in the certification and accreditation of levee systems.
2. The Draft EC should be revised to specifically include language that includes LMAs and certifying engineer in inspections, assessments, review ratings, and generated data. Currently the Draft EC only recognizes the Local Sponsor.
3. The Draft EC is written in a way that is very hard for someone outside the USACE and not an expert in their terminology and processes to understand. This will likely create problems for LMAs attempting to participate in a meaningful manner, unless they hire experts to assist them, which may not be practical for LMAs that lack the financial resources to bring in outside experts for this work. Consideration should be given to revise the language in the Draft EC to be clearer to LMAs and non-Federal sponsors.
4. Volume III – Ch. 7 – Tracking Levee Risk, for each levee system monitoring and manage risk over time should be emphasized as a collaborative effort between LMAs, the Local Sponsor and USACE.
5. A sample checklist should be provided for LMA reference during inspections. While this has been referenced in the Draft EC, one has not been provided. In a broader context, the Draft EC does not provide supporting technical information, such as levee inspection criteria or the analytical aspects of levee risk assessments such as the Levee Screening Tool. The Draft EC only provides context, procedures, and policy which the Local Sponsor and LMAs are being required to participate in.
6. The Draft EC states that non-project levee segments will be inspected and included in the risk analysis, but there is no specific guidance given in the Draft EC on how this will differ from project levees. This should be added to the final EC.
7. Volume II pg. 28 Section F – There should be more detail on what constitutes the validity of data and how it is allowed to be entered into the NLD. This needs to be a collaborative process with the LMA and certifying engineer to confirm the data is accurate.
8. Volume II – Performance assessments - It should be stated that the Local Sponsor, LMA, and certifying engineer should be included in the process. There is no language specifying this, which creates the potential for missing historical data/context to not be provided during an assessment, which could occur.
9. In general, there should be specific language in sections related to performing levee inspections, risk assessments, and review of any resulting/proposed LSAC ratings to note interaction with



LMAs to draw upon their expertise and knowledge. While this may be implied, specific language would be beneficial.

10. There should be a discussion added as to whether design considerations can be made for low risk areas or areas with low consequences. These areas should be able to do a risk-based design to reflect the lower consequences. This has been a weakness of EM 1110-2-1913. The cost for a levee repair can be exorbitant and is not affordable for some rural areas. As a result, no action is taken, which is not an effective way to manage flood risk. The Draft EC should acknowledge the benefit of risk-based levee design for lower risk areas.



JEROME C. WILVERDING  
**AUDITOR-CONTROLLER**  
SAN JOAQUIN COUNTY




ASSISTANT AUDITOR-CONTROLLER  
Jeffery M. Woltkamp, CPA

CHIEF DEPUTIES  
Tod Hill – Accounting  
Janice McCutcheon, CPA – Internal Audit  
Stanley Lawrence – Property Tax

PAYROLL ADMINISTRATOR  
Lori Rollerli

MEMORANDUM

**DATE:** April 8, 2020

**TO:** All Taxing Districts Placing Direct Charges 

**SUBJECT:** Fiscal Year 2020/21 Direct Assessment Processing Instructions

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For your District's direct charges to be added to the fiscal year 2020/21 tax bills, your District will need to submit the necessary information to our office no later than August 10, 2020. The following items must be received by our office to begin processing:

1. Submit data to be applied to the Secured Tax Roll via e-mail or CD.
2. The file must be in comma or tab delimited text format. Each line must contain the 12-digit assessment number, assessment amount using decimals but no commas, and the 5-digit tax code. (Please refer to record layout sample)
3. A copy of the resolution or ordinance of your governing body approving the assessment must accompany your data. Any assessment sent without a signed resolution or ordinance will be returned, without exception. The resolution or ordinance must state the following:
  - a. The assessment is in compliance with all laws pertaining to the levy of the particular assessment. The specific code section must be cited.
  - b. The assessment is levied without regard to property valuation.
  - c. The purpose of the assessment.
4. Provide completed and signed Certification of Assessment.

5. Provide completed and signed San Joaquin County Special Assessment Charge Agreement between the county and the taxing district (Government Code Section 29304).
6. Complete and provide Direct Assessment Information Sheet.
7. Please contact us immediately if you cannot meet this deadline.
8. All taxing district assessment files and correspondence should be e-mailed to [auditorproptax@sigov.org](mailto:auditorproptax@sigov.org)

If you have any questions, please contact me at (209) 953-1181 or [auditorproptax@sigov.org](mailto:auditorproptax@sigov.org)

Sincerely,  
Jerome C. Wilverding  
Auditor-Controller



Vanny Atkins  
Accounting Technician II

Enclosures (5)  
Certification of Assessment  
Special Assessment Charge Agreement  
Direct Assessment Apportionment  
Record Layout Samples  
New Taxing Districts Required Documents



JEROME C. WILVERDING  
**AUDITOR-CONTROLLER**  
SAN JOAQUIN COUNTY




ASSISTANT AUDITOR-CONTROLLER  
Jeffery M. Woltkamp, CPA

CHIEF DEPUTIES  
Tod Hill – Accounting  
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PAYROLL ADMINISTRATOR  
Lori Roller

MEMORANDUM

**DATE:** April 8, 2020  
**TO:** All Taxing Districts Placing Direct Charges   
**SUBJECT:** Fiscal Year 2020/21 Direct Assessment Processing Instructions

---

For your District's direct charges to be added to the fiscal year 2020/21 tax bills, your District will need to submit the necessary information to our office no later than August 10, 2020. The following items must be received by our office to begin processing:

1. Submit a list of direct assessment rates per use code.
2. Submit a file listing assessments that should be assessed a different amount, especially mobile home parks, State Board of Equalization parcels, and parcels containing pole barns. Only submit one comprehensive list for all exceptions.
  - a. Please note that an "override" assessment amount means that it will replace the previous assessment amount and, therefore, will be the amount enrolled.
  - b. The file can be in comma or tab delimited text format. Each line should contain the 12-digit assessment number, the assessment amount using decimals but no commas, and the 5-digit tax code. (Please refer to record layout sample)
3. A copy of the resolution or ordinance of your governing body approving the assessment must accompany your data. Any assessment sent without a signed resolution or ordinance will be returned, without exception. The resolution or ordinance must state the following:

- a. The assessment is in compliance with all laws pertaining to the levy of the particular assessment. The specific code section must be cited.
  - b. The assessment is levied without regard to property valuation.
  - c. The purpose of the assessment.
4. Provide completed and signed Certification of Assessment.
  5. Provide completed and signed San Joaquin County Special Assessment Charge Agreement between the county and the taxing district (Government Code Section 29304).
  6. Complete and provide Direct Assessment Information Sheet.
  7. Please contact us immediately if you cannot meet this deadline.
  8. All taxing district assessment files and correspondence should be e-mailed to [auditorproptax@sjgov.org](mailto:auditorproptax@sjgov.org)

If you have any questions, please contact me at (209) 953-1181 or [auditorproptax@sjgov.org](mailto:auditorproptax@sjgov.org)

Sincerely,  
Jerome C. Wilverding  
Auditor-Controller



Vanny Atkins  
Accounting Technician II

Enclosures (5)  
Certification of Assessment  
Special Assessment Charge Agreement  
Direct Assessment Apportionment  
Record Layout Samples  
New Taxing Districts Required Documents

## **New Taxing Districts Required Documents**

When a new taxing district elects to have San Joaquin County bill and collect its assessments on the property tax roll, the following documents must be submitted prior to enrollment to San Joaquin County Property Tax Roll:

- 1) The statutory authority for the assessment.
- 2) A resolution approved by the District Board specifying parcels and rate(s) or amount to be charged.
- 3) A statement of Proposition 218 compliance.
- 4) A certified Engineer's Report.
- 5) A special assessment charge agreement between the San Joaquin County and the District (Government Code Section 29304).
- 6) The District's name.
- 7) The District's contact person, telephone number and e-mail address.
- 8) The District's telephone number that will be printed on the property tax bill.

Please note that in order to arrange for a setup of a new tax code the required documents must be submitted to our office before August 1<sup>st</sup>.

## **Direct Assessment Apportionment**

### **What to Expect from the San Joaquin County Auditor-Controller's Office**

1. The Property Tax Division of the Auditor-Controller's Office (ACO) processes direct assessments and places them on the current year's property tax bill.
2. San Joaquin County is currently on the Alternative Method of Tax Apportionment, also known as the Teeter Plan, which is the methodology to apportion taxes and assessments on the County's Secured Property Tax Roll. Under the Teeter Plan, the Special Districts receive 100% of the adjusted tax charges instead of waiting for the taxes to be collected.
3. On June 26, 2012, the County Board of Supervisors adopted Board Resolution R-12-205 to remove the following direct assessments from the Teeter Plan:

Code Enforcements  
Civil Penalties  
Administrative Citations  
City of Lathrop CFD 2006-1  
City of Lathrop CFS 2006-2, the Non-Public Safety Portion only

On September 15, 2015, the County Board of Supervisors adopted Board Resolution R-15-136 to remove all "Property Assessed Clean Energy" (PACE) direct assessments from the Teeter Plan.

Please note that these assessments will be apportioned on a collection basis.

4. Direct assessment information must be submitted to the ACO no later than August 10<sup>th</sup> of each year. There are specific requirements for placing direct assessments on the tax roll. Please see the enclosed letter.
5. If the information you provided includes invalid parcels or is rejected by our system, the ACO will immediately notify your office. The ACO expects a response from you within three days as to how the error will be corrected.
6. By mid-October, all direct assessments are placed on the tax roll, and a letter stating the total assessment for each special district will be mailed.
7. The Treasurer-Tax Collector mails the property tax bills by October 31<sup>st</sup>.
8. Please note there is generally a difference between the beginning charge and adjusted charge. The beginning charge is the direct charge enrolled for the annual property tax bill. The adjusted charge reflects all tax roll corrections throughout the year.
9. The ACO apportions the adjusted charges as follows:

December	53%
April	47%

## RECORD LAYOUT SAMPLES

**Format 1:** (Comma Delimited) Fields are separated by commas.

112010120000,4.00,61500  
112010130000,14.80,61500  
112010140000,114.00,61500  
112010150000,1114.64,61500  
112010160000,11114.06,61500

**Format 2:** (Tab Delimited) Fields are separated by tabs.

112010120000	4.00	61500
112010130000	14.80	61500
112010140000	114.00	61500
112010150000	1114.64	61500
112010160000	11114.06	61500

**12 digits APN:**

- No dashes.
- No spaces.

**Dollar amount to charge:**

- With a decimal place. The decimal place counts as a digit.
- Must be greater than zero.
- Must be equally divisible by 2.

**5-digit direct charge (tax code) number:**

- No spaces.



**ITEM 13**

Reclamation District 1608  
Bills to be Paid - August 5, 2020 Board Meeting

NAME	Date	INVOICE #	AMOUNT	TOTAL \$	WARRANT #	CHECK #	SUBVENTION FUND
Dino & Sons Ditching	4/16/2020	19-64	\$24,615.00				
				\$24,615.00	6344	Ratification	
Michael Panzer (8/5/20 Mtg)		Trustee Fee	\$259.09				
				\$259.09	6345		
Brett Tholborn (8/5/20 Mtg)		Trustee Fee	\$259.09				
				\$259.09	6346		
Dan MacDonnell (8/5/20 Mtg)		Trustee Fee	\$259.09				
				\$259.09	6347		
Elvia Trujillo	July 2002	Secretary Fee	\$797.50				
				\$797.50	6348		
Neumiller & Beardslee	6/16/2020	309718	\$4,966.50				
				\$4,966.50	6349		
PG&E (Landview & Seagull)	6/30/2020	0950847867-5	\$10.10				
PG&E (Stone River)	7/21/2020	2999432760-8	\$10.58				
				\$20.68	6350		
Kjeldsen Sinnock & Neudeck	7/14/2020	28100	\$1,871.25				
	7/14/2020	28101	\$2,936.25				
	7/14/2020	28102	\$5,706.29				
	7/14/2020	28103	\$612.50				
	7/14/2020	28104	\$29,059.12				
	7/14/2020	28105	\$5,635.00				
	7/14/2020	28106	\$1,017.00				
	7/24/2020	28259	\$787.50				
	7/24/2020	28260	\$907.50				
	7/24/2020	28261	\$157.50				
	7/24/2020	28262	\$35.00				
	7/24/2020	28263	\$16,829.90				
	7/24/2020	28264	\$1,572.50				
				\$67,127.31	6351		

Reclamation District 1608  
Bills to be Paid - August 5, 2020 Board Meeting

BPM	6/30/2020	36228833	\$491.46			
				\$491.46	6352	
Reclamation District 1608	7/27/2020		\$40,000.00			
				\$40,000.00	6353	
Dixon Marine Services	7/31/2020	Progress Pay #1	\$166,221.18			
				\$166,221.18	6354	
State of California Payroll Taxes	Jul-20	July Payroll	\$648.53			
				\$648.53		online
Federal Government Payroll Taxes	Jul-20	July Payroll	\$2,824.25			
				\$2,824.25		online
Bank of Stockton Visa	7/9/2020		\$5,163.68			
				\$5,163.68		online
David Mazzara	Payroll	7/1/2020-7/15/2020	\$1,371.50			Direct Deposit
		7/16/2020-7/31/2020	\$1,533.09			Direct Deposit
				\$2,904.59		
Joe L. Bryson (Payroll)	Payroll	7/1/2020 - 7/31/2020	\$5,069.98			
				\$5,069.98		Direct Deposit
		<b>WARRANT TOTAL:</b>		\$305,016.90		
		<b>CHECKING TOTAL:</b>		\$16,611.03		
		<b>TOTAL BILLS PAID</b>		\$321,627.93		