

**MEETING AGENDA FOR  
RECLAMATION DISTRICT NO. 1608  
BOARD OF TRUSTEES REGULAR MEETING  
8:00 A.M. September 1, 2021**

**NEUMILLER & BEARDSLEE  
3121 WEST MARCH LANE, SUITE 100  
STOCKTON, CALIFORNIA**

**AGENDA**

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. Trustee Vacancy. Discussion and action to fill Trustee vacancy.
3. Approval of Minutes. Minutes of the District meetings of August 4, 2021 and August 16, 2021.
4. Financial Report. Review, discuss, and accept financial report.
5. Engineer's Report. Request for directions and approvals.
  - (a) Levee Encroachment Permits/Enforcement
    - i. Consider new permits requests from homeowners.
      - i. 3848 Fourteen Mile Drive  
Mr. Gerrard & Christine Hammer  
  
Review an application seeking relocation of an unpermitted fence to the toe of the landside levee that is currently located in the rear of their home along the landside point in the Southwest Quadrant along Fourteen Mile Drive.
  - (b) Future Proposition 218 Election
    - i. Review and discuss REVISED Proposition 218 Assessment Election PowerPoint presentation and provide direction to District staff.
6. Levee Superintendent Report. Request for directions and approvals.
7. Report by Trustees on meetings attended and upcoming meetings. Request for direction.
8. Report and possible action on Progress of Tasks Assigned at Previous Board Meetings.
9. Discussion and direction on Short-Term and Long-Range Goals.
10. District Calendar. Discussion and direction.

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

*Materials related to an item on this Agenda submitted to the Trustees after distribution of the agenda packet are available for public inspection in the office of the District Secretary at Neumiller & Beardslee, 3121 West March Lane, Suite 100, Stockton, California during normal business hours.*

a. Next Meeting is October 6, 2021.

11. Correspondence.

12. Approval of Bills.

13. Staff Reports.

(a) Attorney. The Agenda for this meeting was posted on the window outside the meeting room at 3121 West March Lane, Suite 100, Stockton, California, at least seventy-two (72) hours preceding the meeting.

14. Adjournment.

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**AGENDA PACKET  
RECLAMATION DISTRICT 1608  
SEPTEMBER 1, 2021**

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

# ITEM 3

**MINUTES OF THE REGULAR MEETING OF BOARD OF TRUSTEES  
FOR RECLAMATION DISTRICT 1608  
HELD ON WEDNESDAY, AUGUST 4, 2021**

A Regular Meeting of the Board of Trustees of Reclamation District 1608 was called to order at 8:00 a.m. by President Michael Panzer on August 4, 2021, at the law offices of Neumiller & Beardslee, 3121 W. March Lane, Suite 100, Stockton, California.

TRUSTEES PRESENT WERE:

MICHAEL PANZER  
BRETT THOLBORN  
DAN MacDONNELL

OTHERS PRESENT WERE:

DAN SCHROEDER  
CHRIS NEUDECK  
ANDY PINASCO  
JOE BRYSON  
ELVIA TRUJILLO  
MICHAEL GARCIA

1. **Public Comment.** President Panzer commented he ran into Mr. and Mrs Hammer at a social event. Mrs. Hammer was very cordial and mentioned how well run the Board meetings are. President Panzer is very pleased to have a good relationship with the neighbors and appreciated the favorable comments. Mr. Neudeck commented the Hammers are very pleasant people.
2. **Approval of Minutes.** Minutes of the regular meeting of July 7, 2021 and July 28, 2021. The Trustees reviewed the minutes. After review,

It was moved, seconded (B. Tholborn/D. MacDonnell) and unanimously carried by the Board Trustees of Reclamation District 1608, that the minutes of the July 7, 2021 Regular Meeting be approved as presented.

It was moved, seconded (B. Tholborn/D. MacDonnell) and unanimously carried by the Board Trustees of Reclamation District 1608, that the minutes of the July 28, 2021 Special Meeting be approved as presented.
3. **Financial Report.** Review, discuss, and accept financial report. District Secretary, Elvia Trujillo, presented two financial reports. The first report was the final report for Fiscal Year 2020/2021 where she indicated the District received income from property taxes and also reported subventions reimbursement had not yet been received. The second report was the first financial report for Fiscal Year 2021/2022. In reviewing the financial

report, Trustee Tholborn noticed an error in the title of the report, changing the .083% to 8.3%. The financial report will also be amended to include the fee for the special meeting attended by the Trustees on July 28, 2021. After review,

It was moved, seconded (B. Tholborn/D. MacDonnell) and unanimously carried by the Board of Trustees of Reclamation District 1608 that the Final Financial Report for Fiscal Year 2020-2021 be approved as presented.

It was moved, seconded (B. Tholborn/D. MacDonnell) and unanimously carried by the Board of Trustees of Reclamation District 1608 that the first Financial Report for Fiscal Year 2021-2022 presented at the August 4, 2021 meeting be approved as amended.

4. **Trustee Election. Discussion, Direction, and Possible Action Regarding General District Election.** Andy Pinasco presented this item. He reported this is an election year with Trustee MacDonnell's term ending in December. If the District has a contested seat, the election can be conducted either at a voting precinct or by mail. Mr. Pinasco explained both options and what needs to be determined is whether there will be a precinct or mail ballot election. If conducted at a precinct, then the election will be held on November 2; if conducted by mail, then the election will be held on November 9. Discussion was held resulting in a motion to have the election by mail. Mr. Pinasco informed the Board the decision will need to be formalized by adopting Resolution No. 2021-04 indicating the election will be conducted by mail.

Upon motion duly made, seconded (B. Tholborn/D. MacDonnell) and unanimously carried by the Board of Trustees of Reclamation District 1608, the District's election will be conducted by mail and held on November 9, 2021 and Resolution No. 2021-04 was adopted.

5. **Levee Tour Discussion. Report and Discussion of July 28, 2021, District Levee Tour.** President Panzer presented this item. The levee tour took place on July 28 at 8:00 a.m. All Trustees were present along with the District Engineer, Levee Superintendent and Attorney Pinasco. It was noted that the majority of the properties are in compliance, the black top on the levee looks great, and the storage containers are well stocked with emergency supplies. There is an area by the storage container that will get additional concrete which will allow for more storage. Joe Bryson's hard work was evident and

everyone was impressed with the results of the inspection. Chris Neudeck stated Joe's care of the levee is exceptional making the District's levee one of the best levees and suggested featuring this in the next newsletter.

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

(a) Permit Request – Review and take action.

3612 Fourteen Mile Drive  
Mr. & Mrs. John & Daniela Burke  
Index No. 42, Lot No. 415  
APN 098-490-35

*Review an application from John and Daniela Burke who are seeking to remodel a deck on the rear of their home on the landside of the levee along Fourteen Mile Drive.*

*KSN Inc. recommends approval of the remodel with no special conditions.*

*EXHIBIT A: July 27, 2021, Encroachment Application for the remodel of their rear deck.*

*EXHIBIT B: Plans.*

*EXHIBIT C: Site photos of the lot.*

Chris Neudeck presented this item. The Burkes have submitted an application for the remodel of their deck. The Burkes are planning to reconstruct a deck that was previously approved. The concern was the original deck was slightly different than what exists today and the portion that extends out no longer exists. It will now be a traditional landing out to the levee itself and meets the criteria. What has been included as part of the Exhibits is correct and the final package is correct. Engineer Neudeck recommends approval of the application with no special conditions. After review,

It was moved, seconded (B. Tholborn/D. MacDonnell) and unanimously carried by the Board of Trustees of Reclamation District 1608 that the application from Mr. and Mrs. Burke at 3612 Fourteen Mile Drive for the remodel of their deck be approved with no special conditions.

District Engineer Neudeck had one additional item. He reported Dr. Panzer received notice of an award from the American Society of Civil Engineers

(Sacramento Section). The District's Sediment Removal Project was selected and given the 2020 outstanding small project award. It is a very nice honor to get this type of recognition from the American Society of Civil Engineers. The intent is to grant a recognition for a somewhat unique project for today's environment. There will be plaques and an annual awards banquet for this event later in the year. Dr. Panzer expressed his appreciation for the award and was pleased the project received that recognition. Mr. Neudeck provided a copy of the letter from the American Society of Civil Engineers, Sacramento Section.

7. **Levee Superintendent Report. Request for directions and approvals.**  
Mr. Bryson presented an oral and written report. There has been ongoing work on the levee road, levee shoulder, and in maintaining vegetation. Large amounts of trash left by the homeless continue to be a problem. Joe Bryson was notified the Burke's dog had gotten out of the yard and he was able to get the dog back in. There were also kids caught climbing over the fence and Joe Bryson contacted the a parent making her aware of the risk of injury. For a complete list of items reported by Mr. Bryson, please refer to the Levee Superintendent Report provided in the agenda packet for this meeting.
8. **Report by Trustees on meetings attended and upcoming meetings. Request for directions and approval.** None.
9. **Report and possible action on Progress of Tasks Assigned at Previous Board Meetings.** None.
10. **Discussion and direction on Short-Term and Long-Range Goals.** None.
11. **District Calendar. Discussion and direction.**
  - (a) Next Meeting is September 1, 2021.
  - (b) Prop 218 Assessment.  
Dan Schroeder presented this item. He expressed the need for a special meeting to solely focus on Prop 218 assessments, this will not be an actionable item. Dan Schroeder and Chris Neudeck will be conducting this meeting and anticipate it will last approximately two hours. After discussion, it was agreed the meeting will take place on Monday, August 16, 2021 at 2:00 p.m.
12. **Correspondence.**  
Andy Pinasco presented this item. He reported the District received a report from the Grand Jury. In their independent report, they identified and looked into transparency of reclamation districts and came back with findings and recommendations. He stated the



District did well as we are very transparent. There were only minor details that need confirmation which will be provided to them.

13. **Approval of Bills.** The list of bills for this meeting will be amended to include the fee for the Trustees' attendance of the July 28, 2021 special meeting. After review,

It was moved, seconded (B. Tholborn/D. MacDonnell) and unanimously carried by the Board of Trustees of Reclamation District 1608 that the List of Bills to be Paid presented at the August 4, 2021 meeting be approved as amended.

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.** The meeting adjourned at 9:10 a.m.

Respectfully submitted,

Elvia C. Trujillo  
District Secretary

Reclamation District 1608  
Bills to be Paid - August 4, 2021 Board Meeting (Amended)

| NAME  | Date      | INVOICE #     | AMOUNT     | TOTAL \$    | WARRANT # | CHECK # | SUBVENTION FUND |
|---|-----------|---------------|------------|-------------|-----------|---------|-----------------|
| Michael Panzer (8/4/2021 Regular Mtg)         | 8/4/2021  | Trustee Fee   | \$272.04   |             |           |         |                 |
| 7/28/2021 Special Meeting                     | 7/28/2021 | Trustee Fee   | \$272.04   |             |           |         |                 |
|   |           |               |            | \$544.08    | 6509      |         |                 |
| Brett Tholborn (8/4//2021 Regular Mtg)        | 8/4/2021  | Trustee Fee   | \$272.04   |             |           |         |                 |
| 7/28/2021 Special Meeting                     | 7/28/2021 | Trustee Fee   | \$272.04   |             |           |         |                 |
|   |           |               |            | \$544.08    | 6510      |         |                 |
| Dan MacDonnell (8/4/2021 Regular Mtg)         | 8/4/2021  | Trustee Fee   | \$272.04   |             |           |         |                 |
| 7/28/2021 Special Meeting                     | 7/28/2021 | Trustee Fee   | \$272.04   |             |           |         |                 |
|   |           |               |            | \$544.08    | 6511      |         |                 |
| Elvia Trujillo (July 2021 Services)           | 8/4/2021  | Secretary Fee | \$900.06   |             |           |         |                 |
|   |           |               |            | \$900.06    | 6512      |         |                 |
| PG&E (Landview & Seagull)                     |           | 0950847867-5  | \$0.00     |             |           |         |                 |
| PG&E (Stone River)                            | 7/22/2021 | 2999432760-8  | \$11.59    |             |           |         |                 |
|   |           |               |            | \$11.59     | 6513      |         |                 |
| Neumiller & Beardslee                         | 7/20/2021 | 318705        | \$2,025.08 |             |           |         |                 |
|   |           |               |            | \$2,025.08  | 6514      |         |                 |
| Kjeldsen Sinnock & Neudeck                    | 7/16/2021 | 30713         | \$1,820.78 |             |           |         |                 |
|   | 7/16/2021 | 30714         | \$1,541.25 |             |           |         |                 |
|   | 7/16/2021 | 30715         | \$7,118.00 |             |           |         |                 |
|   | 7/16/2021 | 30716         | \$465.00   |             |           |         |                 |
|   |           |               |            | \$10,945.03 | 6515      |         |                 |
| CSV (Gov Comp Report)                         | 7/7/2021  | 13403         | \$205.00   |             |           |         |                 |
|   |           |               |            | \$205.00    | 6516      |         |                 |
| Paul E. Vaz Trucking, Inc.                    | 7/14/2021 | 75011         | \$500.00   |             |           |         |                 |
|   |           |               |            | \$500.00    | 6517      |         |                 |
| BPM (Payroll Svcs for 5/31, 6/15, 6/30, 7/15) | 7/27/2021 | 36272666      | \$1,360.00 |             |           |         |                 |
|   |           |               |            | \$1,360.00  | 6518      |         |                 |



**MINUTES OF THE REGULAR MEETING OF BOARD OF TRUSTEES  
FOR RECLAMATION DISTRICT 1608  
HELD ON MONDAY, AUGUST 16, 2021**

A Regular Meeting of the Board of Trustees of Reclamation District 1608 was called to order at 2:00 p.m. by President Michael Panzer on August 16, 2021, at the law offices of Neumiller & Beardslee, 3121 W. March Lane, Suite 100, Stockton, California.

**TRUSTEES PRESENT WERE:**

MICHAEL PANZER  
BRETT THOLBORN  
DAN MacDONNELL

**OTHERS PRESENT WERE:**

DANIEL SCHROEDER  
ANDY PINASCO  
JOE BRYSON  
DOMINICK GULLI

**ABSENT**

ELVIA TRUJILLO

1. **Public Comment.** No public comment.
2. **Prop 218.** Mr. Schroeder provided a written and oral report to the Trustees regarding the legal requirements and procedure to levy assessment. The Trustees discussed generally weighted voting and ballot requirements for an assessment election.

Mr. Neudeck then provided a written and oral report regarding the costs which a proposed assessment would cover, including anticipated projects and operation and maintenance costs. Mr. Neudeck discussed the District's current assessment and Engineer's Report, suggesting that the District hire a consulting engineer to conduct the proposed assessment election. He also recommended a robust public outreach campaign to make sure that the District's message is delivered to the voters. Mr. Neudeck provided proposed timelines for milestones to levy an assessment. The Trustees discussed generally the recommended approach, assessment costs, proposed timelines, and projects to include in the assessment.

The Trustees directed staff to continue work on the proposed assessment to be brought back for direction and action at a future public meeting.

3. **Adjournment.** The meeting adjourned at 3:07 p.m.

Respectfully submitted,

Elvia C. Trujillo  
District Secretary

# ITEM 4

**RECLAMATION DISTRICT 1608**  
**FINANCIAL REPORT - SEPTEMBER 1, 2021**  
**% OF FISCAL YEAR ELAPSED THROUGH AUGUST 30, 2021 - 16.67%**

| Budget Item  | Budget<br>Amount           | Expended<br>MTD           | Expended<br>YTD           | % YTD          |
|--|----------------------------|---------------------------|---------------------------|----------------|
| <b>Operations &amp; Maintenance Expenses</b>               |                            |                           |                           |                |
| O1 Levee Superintendent                                    | \$75,000.00                | \$6,806.25                | \$6,806.25                | 9.08%          |
| O2 Part Time Employees                                     | 30,000.00                  | 3,839.00                  | 6,354.00                  | 21.18%         |
| O3 Payroll Taxes and Expenses                              | 25,000.00                  | 818.92                    | 2,371.32                  | 9.49%          |
| O4 Fences & Gates  | 25,000.00                  | 1,052.49                  | 1,323.97                  | 5.30%          |
| O5 Locks & Signs   | 1,000.00                   | 0.00                      | 0.00                      | 0.00%          |
| O6 Weed and Rodent Control & Clean up                      | 7,500.00                   | 1,708.17                  | 2,227.73                  | 29.70%         |
| O7 Levee Repair Fund (General Operations & Maintenance)    | 15,000.00                  | 482.48                    | 2,544.00                  | 16.96%         |
| O8 Levee Repair Fund (Levee Capital Improvement Projects)  | 25,000.00                  | 0.00                      | 1,448.79                  | 5.80%          |
| O9 Pump System Maintenance                                 | 750.00                     | 22.86                     | 34.45                     | 4.59%          |
| O10 Wireless Services (Cell and Mobile Computer)           | 1,200.00                   | 120.08                    | 240.16                    | 20.01%         |
| O11 Garbage Service  | 4,000.00                   | 0.00                      | 596.03                    | 14.90%         |
| O12 District Vehicle (Fuel, Maintenance and Repairs)       | 3,500.00                   | 879.59                    | 1,068.86                  | <u>30.54%</u>  |
| <b>TOTAL</b>   | <b><u>\$212,950.00</u></b> | <b><u>\$15,729.84</u></b> | <b><u>\$25,015.56</u></b> | <b>11.75%</b>  |
| <b>General Expenses</b>                                    |                            |                           |                           |                |
| G1 Trustee Fees  | \$10,000.00                | \$1,360.20                | \$2,720.40                | 27.20%         |
| G2 Secretary Fees  | 12,000.00                  | 848.31                    | 1,748.37                  | 14.57%         |
| G3 Office Expenses (includes storage facility)             | 1,000.00                   | 0.00                      | 0.00                      | 0.00%          |
| G4 General Legal   | 35,000.00                  | 2,006.20                  | 4,031.28                  | 11.52%         |
| G5 Audit   | 5,000.00                   | 0.00                      | 205.00                    | 4.10%          |
| G6 County Administration Costs                             | 5,500.00                   | 0.00                      | 0.00                      | 0.00%          |
| G7 Property and Liability Insurance                        | 11,500.00                  | 0.00                      | 0.00                      | 0.00%          |
| G8 Workers Compensation Insurance                          | 8,000.00                   | 2,090.97                  | 3,507.17                  | 43.84%         |
| G9 Election Costs  | 25,000.00                  | 0.00                      | 0.00                      | 0.00%          |
| G10 Newsletters & Public Communications                    | 5,000.00                   | 0.00                      | 0.00                      | 0.00%          |
| G11 Registered Warrant Expenses                            | 175,000.00                 | 0.00                      | 0.00                      | <u>0.00%</u>   |
| <b>TOTAL</b>   | <b><u>\$293,000.00</u></b> | <b><u>\$6,305.68</u></b>  | <b><u>\$12,212.22</u></b> | <b>4.17%</b>   |
| <b>Engineering Expenses</b>                                |                            |                           |                           |                |
| E1 General Engineering                                     | \$20,000.00                | \$1,825.50                | \$3,646.28                | 18.23%         |
| E2 Plan Review Engineering                                 | 25,000.00                  | 1,891.38                  | 9,009.38                  | 36.04%         |
| E3 Administration of Delta Levee Subventions Program       | 20,000.00                  | 2,192.00                  | 3,733.25                  | 18.67%         |
| E4 Periodic Levee Property Inspections and Surveys         | 7,500.00                   | 0.00                      | 0.00                      | 0.00%          |
| E5 Routine Levee Maintenance Consultation                  | 7,500.00                   | 0.00                      | 465.00                    | 6.20%          |
| E6 Engineering, Mgmt & Inspection of Capital Imp. Projects | 5,000.00                   | 0.00                      | 0.00                      | 0.00%          |
| E7 DWR 5 Year Plan   | 15,000.00                  | 0.00                      | 0.00                      | 0.00%          |
| E8 Assessment Engineering                                  | 2,100.00                   | 3,066.43                  | 3,066.43                  | <u>146.02%</u> |
| <b>TOTAL</b>   | <b><u>\$102,100.00</u></b> | <b><u>\$8,975.31</u></b>  | <b><u>\$19,920.34</u></b> | <b>19.51%</b>  |
| <b>Warrant Interest Expenses</b>                           |                            |                           |                           |                |
| Warrant Interest Expense                                   | \$0.00                     | \$0.00                    | \$0.00                    | 0.00%          |
| <b>TOTAL</b>   | <b><u>\$0.00</u></b>       | <b><u>0.00</u></b>        | <b><u>\$0.00</u></b>      | <b>0.00%</b>   |
| <b>TOTAL EXPENDITURES</b>                                  | <b><u>\$608,050.00</u></b> | <b><u>\$31,010.83</u></b> | <b><u>\$57,148.12</u></b> | <b>9.40%</b>   |

| Budget Item                               | Anticipated<br>Income | Income<br>MTD     | Income<br>YTD     | % YTD        |
|---|-----------------------|-------------------|-------------------|--------------|
| <b>Income</b>                             |                       |                   |                   |              |
| Property Taxes                            | \$210,000.00          | \$4,465.77        | \$4,465.77        | 2.13%        |
| Interest Income                           | 5,000.00              | 354.00            | 354.00            | 7.08%        |
| Assessments                               | 298,000.00            | 0.00              | 0.00              | 0.00%        |
| Subvention Reimbursement                  | 100,000.00            | 0.00              | 0.00              | 0.00%        |
| Other Reimbursable Expenses (5 Year Plan) | 15,000.00             | 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>\$642,500.00</b>   | <b>\$4,819.77</b> | <b>\$4,819.77</b> | <b>0.75%</b> |

| <b>Cash On Hand</b>                                |                     |
|--|---------------------|
| Cash Balance as of July 1, 2021                    | \$392,249.43        |
| Revenues (YTD), as of July 31, 2020                | 4,465.77            |
| Bank of Stockton Account Balance - August 27, 2021 | 34,143.30           |
| Expenses (YTD), as of July 31, 2021                | 44,275.21           |
| <b>TOTAL CASH</b>                                  | <b>\$386,583.29</b> |

| <b>Reserves</b>   |            |
|---|------------|
| Board-Designated Reserve (For District Operations Only) | 100,000.00 |

| <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 (1/31/2020)                                  |                  | \$176.00        | \$37,852.00        |
| Progress Billing No. 1 Transfer fo Funds (3/2/2020)   | \$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        |
| Progress Billing No. 3 Transfer of Funds (7/31/2020)  | \$4,667.62       |                 | \$27,195.90        |
| Interest (7/31/2020)                                  |                  | \$107.00        | \$27,302.90        |
| Progress Billing No. 4 Transfer of Funds (9/11/2020)  | \$4,078.12       |                 | \$23,224.78        |
| Progress Billing No. 5 Transfer of Funds (9/11/2020)  | \$5,071.50       |                 | \$18,153.28        |
| Interest (10/31/2020)                                 |                  | \$52.00         | \$18,205.28        |
| Progress Billing No. 6 Transfer of Funds (12/3/2020)  | \$2,373.75       |                 | \$15,831.53        |
| Progress Billing No. 7 Transfer of Funds (12/3/2020)  | \$3,489.75       |                 | \$12,341.78        |
| Progress Billing No. 8 Transfer of Funds (12/3/2020)  | \$2,718.00       |                 | \$9,623.78         |
| Interest (1/31/2021)                                  |                  | \$19.00         | \$9,642.78         |
| Progress Billing No. 9 Transfer of Funds (2/23/2021)  | \$5,296.50       |                 | \$4,346.28         |
| Interest (4/30/2020)                                  |                  | \$6.00          | \$4,352.28         |
| Progress Billing No. 10 Transfer of Funds (5/18/2021) | \$307.12         |                 | \$4,045.16         |
| Interest (7/31/2021)                                  |                  | 3.00            | \$4,048.16         |

# ITEM 5



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

**RECLAMATION DISTRICT NO. 1608  
LINCOLN VILLAGE WEST  
BOARD OF TRUSTEES MEETING  
WEDNESDAY, SEPTEMBER 1, 2021  
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. Permit Requests from homeowners.

a) **3848 Fourteen Mile Drive**

Mr. Gerard & Christine Hammer  
Index No. 27, Lot 1149  
APN 098-370-11  
Gerard's Cell 209.470.2002  
Christine's Cell 209.505.3313

Review an application from Gerard and Chris Hammer who are seeking to relocate their unpermitted fence to the toe of the landside of levee that is currently located in the rear of their home along the landside hinge point in the Southwest Quadrant along Fourteen Mile Drive.

The Board of Trustees reviewed this matter at their June 2, 2021 meeting and denied an As-Built permit for the current location and suggested that the Hammers reconsider the fence location.

The Hammers are now resubmitting this application in line with the Board of Trustees previous action and are seeking a permit to relocate this existing fence along the levee

KSN Inc. recommends approval of this fence relocation with no special conditions.

***EXHIBIT A: August 26, 2021 Encroachment Application for the remodel of their rear deck.***

***EXHIBIT B: Plans.***

***EXHIBIT C: Site Photos of the lot.***

**II. FUTURE PROPOSITION 218 ELECTION**

## **II. FUTURE PROPOSITION 218 ELECTION**

- A. Review **REVISED** PowerPoint presentation from our Monday, August 16, 2021 Board of Trustees Workshop depicting process and schedule for upcoming Proposition 218 process to establish a new operation and maintenance assessment.

***EXHIBIT D: 8/25/21 REVISED PowerPoint.***

# Exhibit A

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Index No. 27 Lot No. 1149

**APPLICATION FOR APPROVAL OF PLANS AND/OR ENCROACHMENT PERMIT**

1. Application to the Reclamation District 1608 for approval to install 3ft wrought iron fence on top of existing retaining wall. (fence will be bolted to top of retaining wall.)

2. Please check exhibits accompanying application.

- a.  Location or vicinity map showing location of proposed work within the RD1608 area of responsibility, to permit visitation and inspection of work. Provide a marked-up copy of the RD1608 Boundary Map contained within the RD1608 Levee Encroachment Standards (Appendix E-1) to convey the appropriate location information (follow directions cited in Appendix E-1).
- b.  A complete plan view and cross section of the proposed work, to scale, showing: dimensions; materials of construction and/or vegetative plantings; irrigation system; location of levee crown, toe and side slopes; relationship of the proposed work to the levee, adjacent home, RD1608 easement lines, and property lines; and any other notable feature within the lot.
- c.  A cross section of the levee, berm, and stream area with dimensions and elevations of the levee crown, levee toes, floodplain, low water levee, etc., with reference to the U.S. Geological Survey, U.S. Corps of Engineers, or other datum generally used within the locale.
- d.  Profiles of existing or proposed levees, fills, or other obstructions in the stream or overflow area with reference to the U.S. Geological Survey, U.S. Corps of Engineers, or other datum generally used within the locale.

3. Please Print or Type:

Name of Applicant Christine & Gerard Hammer Address-Zip Code 3848 Fourteen mile Dr Stockton Telephone Number Office \_\_\_\_\_ Home 209-470-2002  
Signature CHammer Date 8/26/21

4. Endorsement

We, the Trustees of Reclamation District 1608 at its meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, hereby

APPROVE and give consent to the execution of the encroachment permit subject to the following conditions:

- Conditions listed on the back of this form
- Additional attached conditions.
- No conditions

DENY the application for the following reasons:

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Date \_\_\_\_\_

Board of Trustees,  
Reclamation District 1608  
*DR. MICHAEL R. PANZER*

5. Name and address of owners of adjacent land parcels sharing a length of point of common boundary with the land upon which the contents of this application apply.

| <u>Name</u> | <u>Address</u> | <u>Zip Code</u> |
|-------------|----------------|-----------------|
| _____       | _____          | _____           |
| _____       | _____          | _____           |
| _____       | _____          | _____           |
| _____       | _____          | _____           |
| _____       | _____          | _____           |

Conditions:

1. Comply with Reclamation District 1608 Levee Encroachment Standards.
2. Submit new application for any future encroachment within ten (10) feet of levee toe.

SEE ATTACHED ADDITIONAL CONDITIONS. IF BOX CHECKED ON FRONT PAGE

3. \_\_\_\_\_
  4. \_\_\_\_\_
  5. \_\_\_\_\_
  6. \_\_\_\_\_
  7. \_\_\_\_\_
- 
-

# Exhibit B

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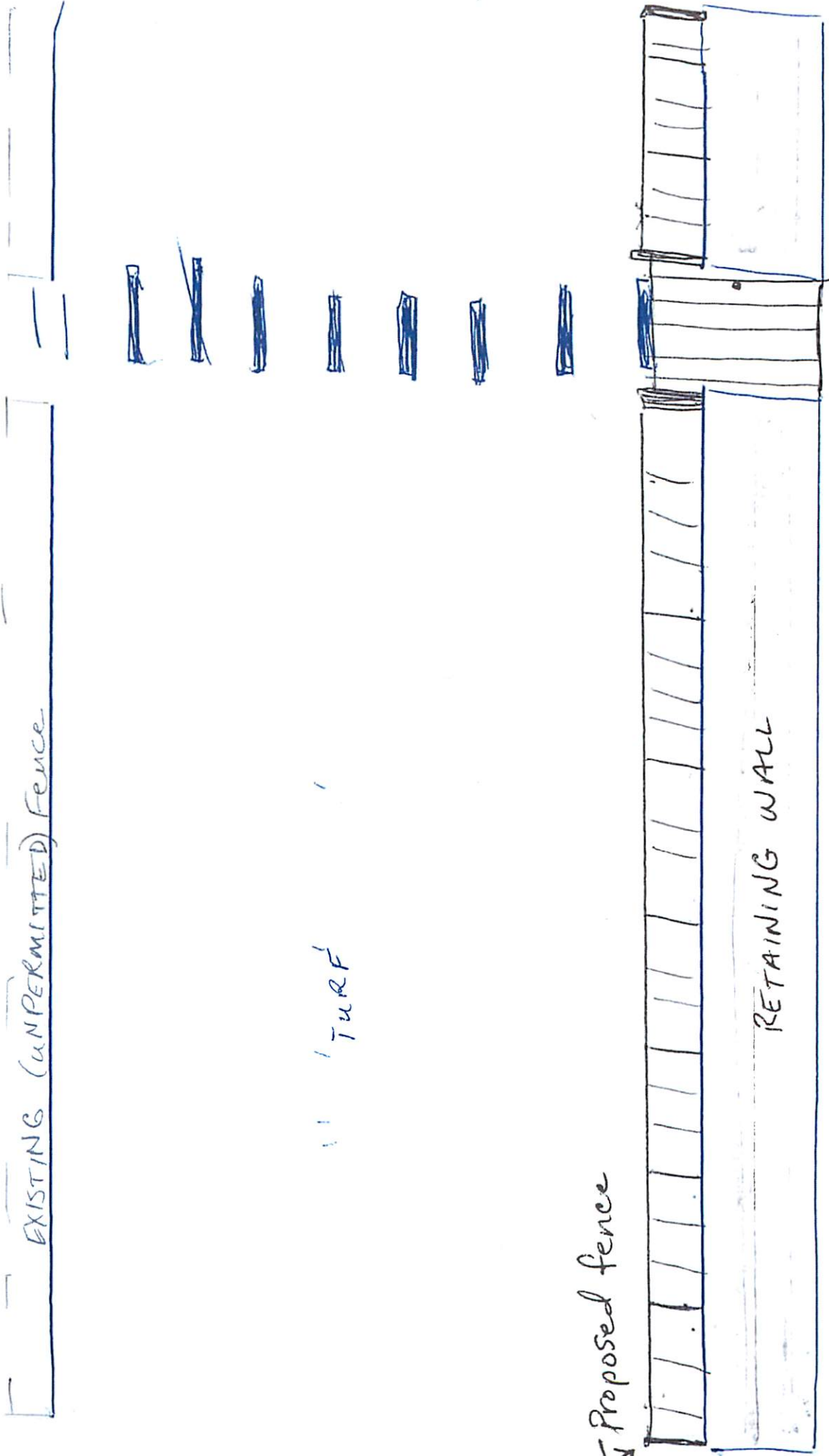
LEVEE ROAD

EXISTING (UNPERMITTED) FENCE

TURF

Proposed fence

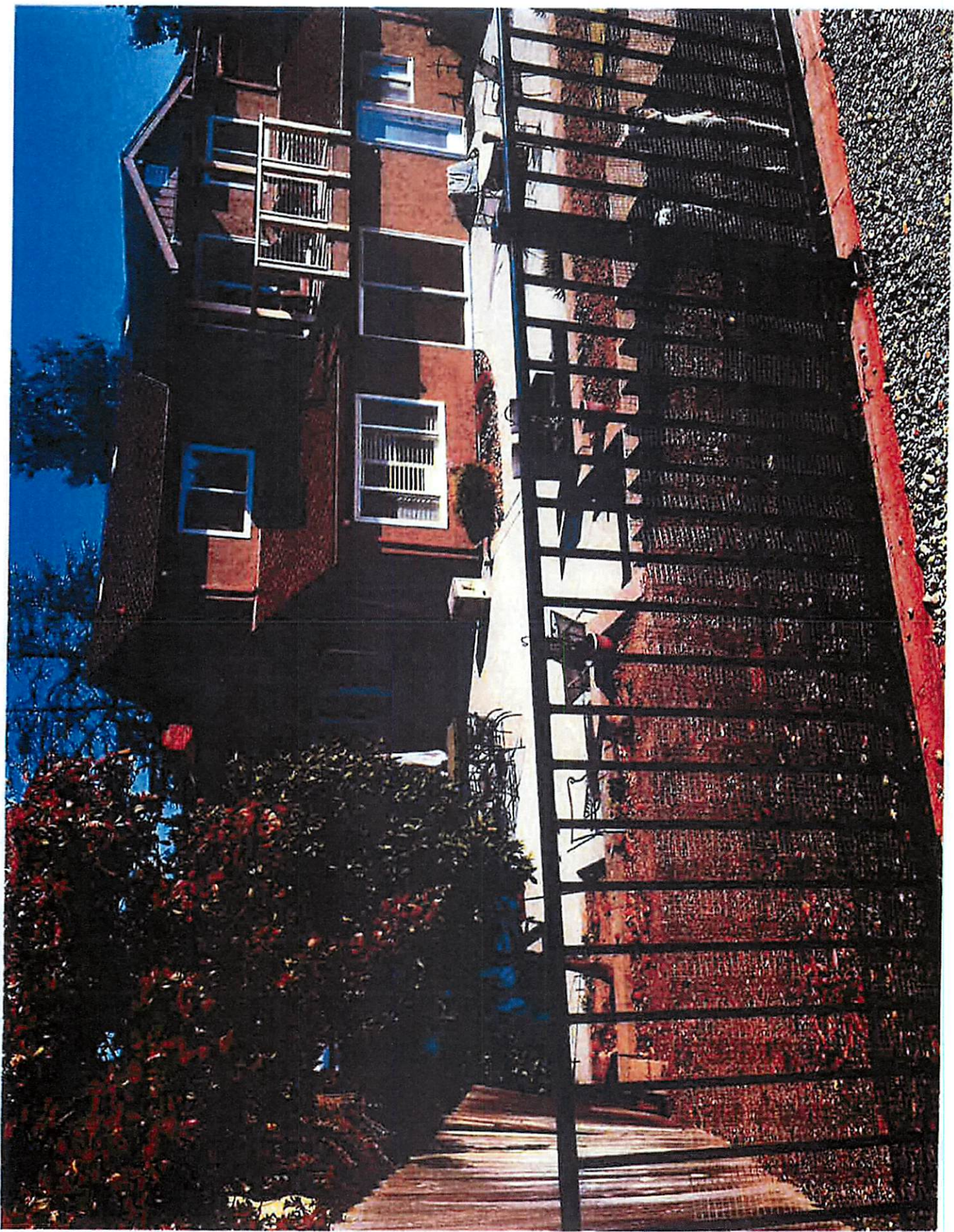
RETAINING WALL



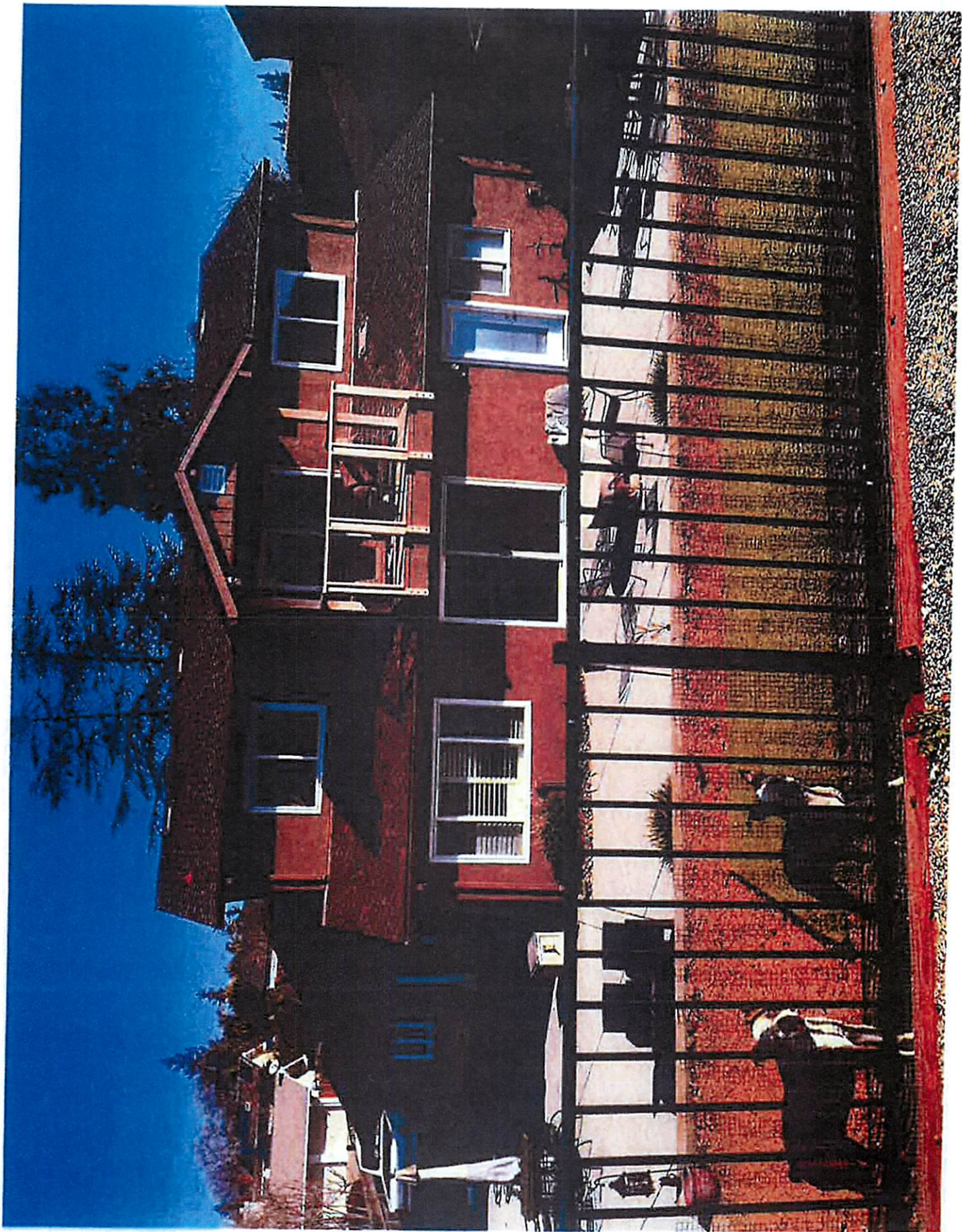
# Exhibit C

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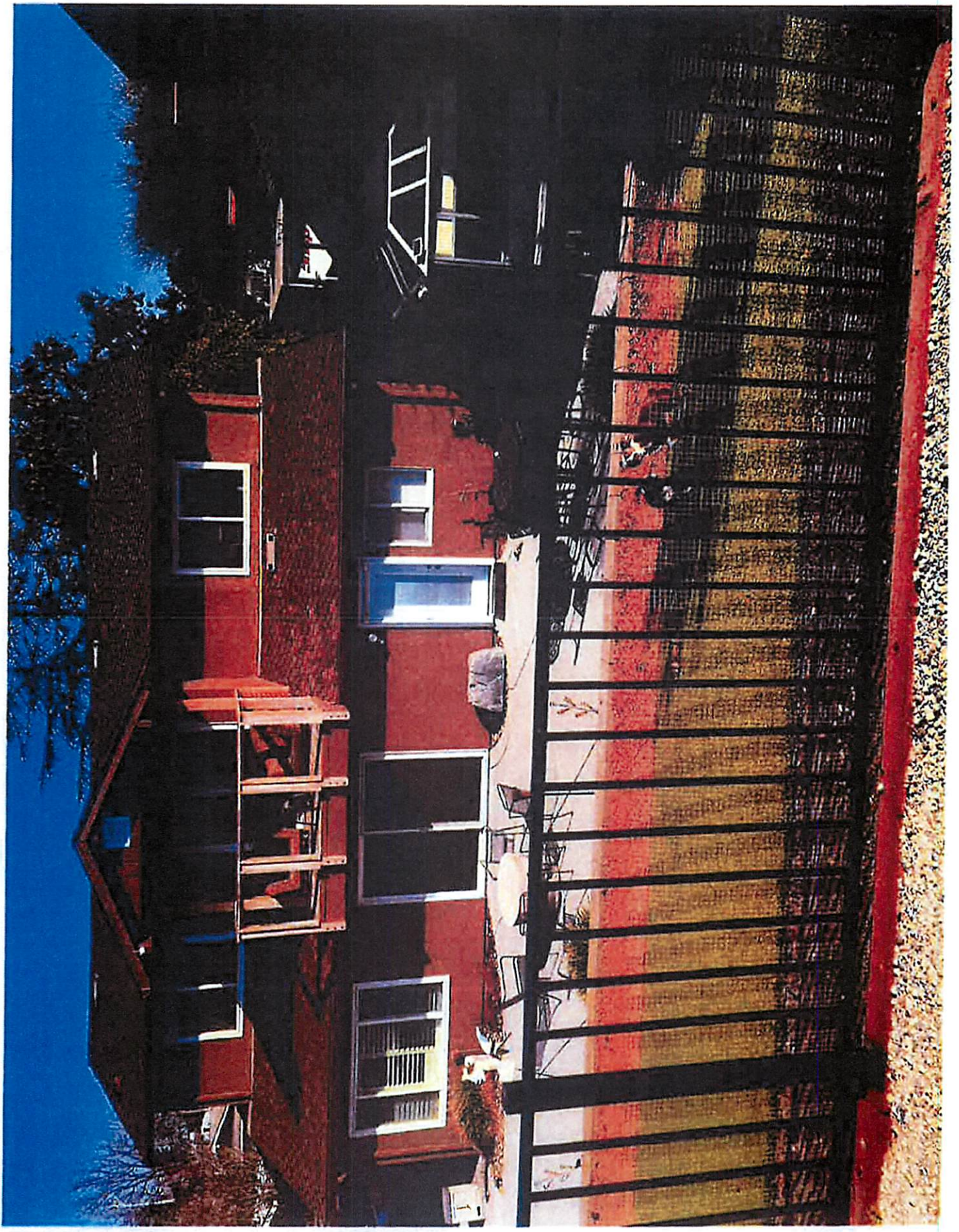




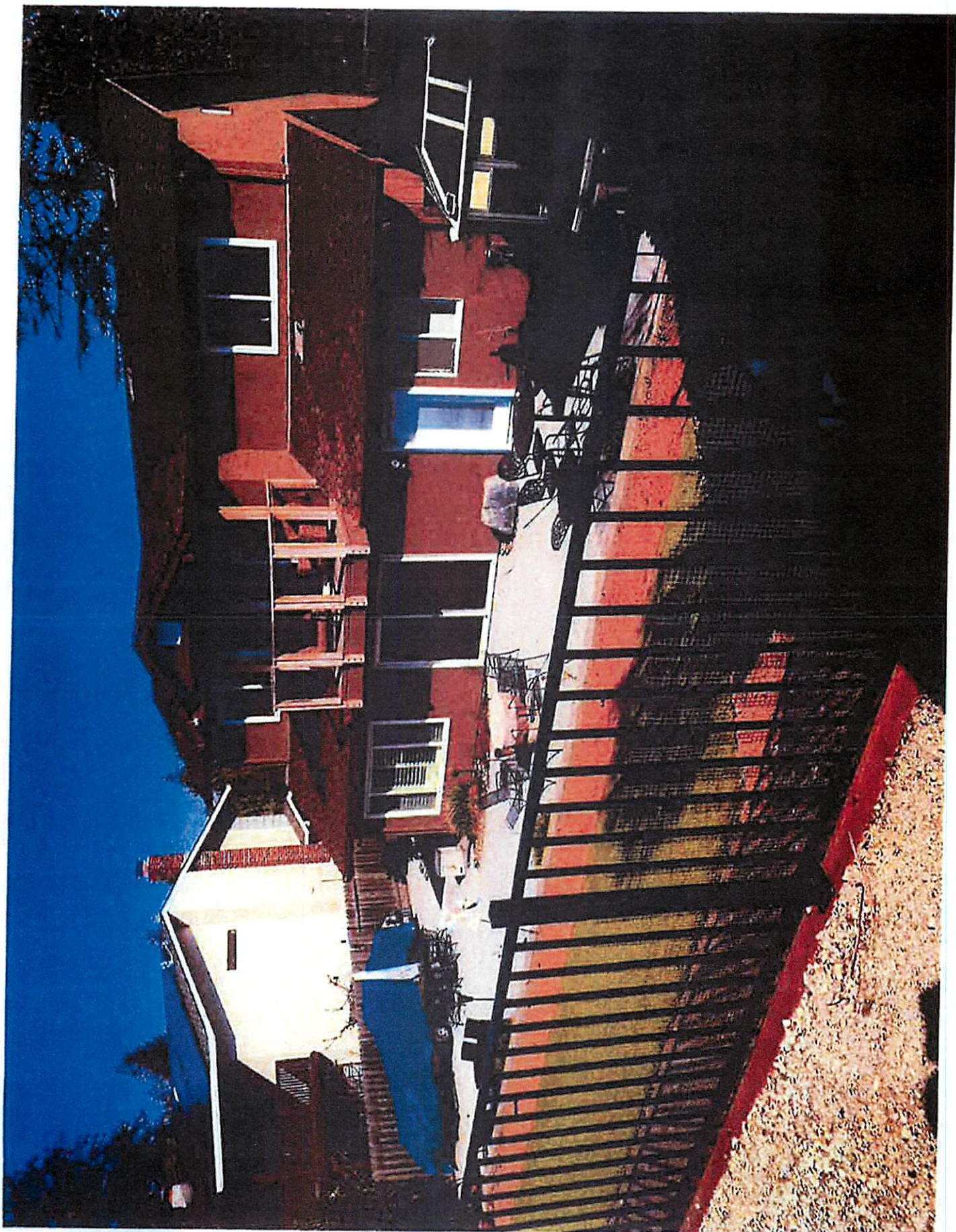












# Exhibit D

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**RECLAMATION DISTRICT NO. 1608**

**LINCOLN VILLAGE WEST**

**PROPOSITION 218 WORKSHOP**

**MONDAY, AUGUST 16, 2021**

**2:00 PM**

**LEGEND**

- Recreation Contact
- Boundary





## **KNOWN FACTS ABOUT RD 1608's OPERATION & MAINTENANCE ASSESSMENT**

- Existing Proposition 218 Assessment (2010-2025)
- Existing Assessment will sunset in 2025.
- Existing Assessment revenue is \$289,820.
- Existing Property Tax revenue is \$210,000.
- Total Annual revenue is approx. \$600,000.
- Range of residential parcel's assessment is \$37/yr. to \$200/yr.



To achieve the goal of implementing a successful Assessment District formation for RD 1608, the following 3 actions should be taken

- 1) A clear, legally defensible allocation of the costs allocated to the assessed properties in proportion to the special benefit received, documented in an Engineer's Report.
- 2) Effective outreach and education campaign combined with communication with key stakeholders and decision makers.
- 3) Administration of an efficient and accurate legislative, hearing, and balloting process.



## TIMELINE OF TASKS TO COMPLETE

- August 2021 TASK 1 – District Workshop - commence with development of budget items.
- March 2022 TASK 2 – Select a public outreach consultant and establish clear and concise messaging of District services and what our beneficiaries receive in service.
- September 2022 TASK 3 – Prepare Request for Qualifications (RFQ) for Assessment Engineer and select.
- August 2023 TASK 4 – Complete and approve Final Engineers Report
- November 2023 TASK 5 – Conduct 1<sup>st</sup> Public Workshop w/ RD 1608 landowners.
- January 2024 TASK 6 – Mail out Ballots for Assessment Ballot proceeding.
- January 2024 TASK 7 – Conduct 2<sup>nd</sup> Public Workshop w/RD 1608 landowners.
- February 2024 TASK 8 – Conduct Ballot Hearing and count the ballots.
- August 2024 TASK 9 – Provide certified copies of resolution and Assessment Roll to SJ County to be put on Property Tax Roll.



# TIMELINE OF TASKS TO COMPLETE IF 1<sup>ST</sup> CAMPAIGN **FAILS**

- June 2024 TASK 1 – District Workshop – re-evaluate budget and messaging and determine cause of voter turn down.
- August 2024 TASK 2 – Provide certified copies of the resolution of existing Assessment Roll to San Joaquin County to be put on Property Tax Roll for Final Year of the 2010-2025 Assessment.
- September 2024 TASK 3 – Consider Preparing Request for Qualifications (RFQ) for New Assessment Engineer and select.
- December 2024 TASK 4 – Complete and approve **Revised** Final Engineers Report.
- January 2025 TASK 5 – Mail out Ballots for Assessment Ballot proceeding.
- January 2025 TASK 6 – Conduct 1<sup>st</sup> Public Workshops with RD 1608 landowners.
- February 2025 TASK 7 – Conduct 2<sup>nd</sup> Public Workshops with RD 1608 landowners.
- February 2025 TASK 8 – Conduct Ballot Hearing, and count the ballots.
- August 2025 TASK 9 – Provide certified copies of the resolution and Assessment Roll to SJ County to be put on Property Tax Roll.



**POTENTIAL SCOPE OF SERVICES FOR A SPECIAL  
BENEFIT OPERATION AND MAINTENANCE  
ASSESSMENT FOR RECLAMATION DISTRICT 1608**

- TASK 1. Research/Data Collection**
- TASK 2. Meetings/Coordination**
- TASK 3. Prepare Benefit Allocation & Engineer's Report**
- TASK 4. Public Outreach and Education**
- TASK 5. Property Owner Notice and Ballot**
- TASK 6. Phone Bank Staffing (Hotline)**
- TASK 7. Ballot Tabulation Certification and Report**
- TASK 8. Auditor's Report**
- TASK 9. Appeals Processing**
- TASK 10. Provide Information to County Auditor**



# BUDGET DEVELOPMENT

RECLAMATION DISTRICT NO. 1608  
LINCOLN VILLAGE WEST  
FISCAL YEAR 2016-2018 BUDGET WORKSHEET

|  | FY 2015-2016     | FY 2016-2017     | FY 2017-2018     | FY 2018-2019     | FY 2019-2020     | FY 2020-2021     | FY 2021-2022     | FY 2022-2023     | FY 2023-2024     | FY 2024-2025     | FY 2025-2026     |
|--|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| <b>OPERATION AND MAINTENANCE EXPENSE</b>                     |                  |                  |                  |                  |                  |                  |                  |                  |                  |                  |                  |
| Part Time Employees  | 34,947           | 32,260           | 32,260           | 32,260           | 32,260           | 32,260           | 32,260           | 32,260           | 32,260           | 32,260           | 32,260           |
| Payroll Taxes and Expenses                                   | 9,326            | 9,699            | 9,699            | 9,699            | 9,699            | 9,699            | 9,699            | 9,699            | 9,699            | 9,699            | 9,699            |
| Fuel & Oils  | 29,000           | 29,000           | 29,000           | 29,000           | 29,000           | 29,000           | 29,000           | 29,000           | 29,000           | 29,000           | 29,000           |
| Locks & Signs  | 3,290            | 3,078            | 3,302            | 3,350            | 3,403            | 3,456            | 3,514            | 3,572            | 3,630            | 3,688            | 3,746            |
| Water Treatment Plant (Operations, Utilities, & Maintenance) | 13,452           | 13,452           | 13,452           | 13,452           | 13,452           | 13,452           | 13,452           | 13,452           | 13,452           | 13,452           | 13,452           |
| Levee Repair Fund (Levee Capital Improvement Projects)       | 80,000           | 80,000           | 80,000           | 80,000           | 80,000           | 80,000           | 80,000           | 80,000           | 80,000           | 80,000           | 80,000           |
| Pump System Maintenance                                      | 672              | 682              | 713              | 734              | 756              | 779              | 802              | 825              | 848              | 871              | 894              |
| Watershed Services (Cell and Mobile Computer)                | 2,255            | 2,353            | 2,454            | 2,557            | 2,664            | 2,773            | 2,884            | 2,996            | 3,111            | 3,228            | 3,346            |
| Emergency Equipment & Supplies                               | 3,100            | 3,100            | 3,100            | 3,100            | 3,100            | 3,100            | 3,100            | 3,100            | 3,100            | 3,100            | 3,100            |
| District Vehicle Fuel, Maintenance & Repairs                 | 7,664            | 7,664            | 7,664            | 7,664            | 7,664            | 7,664            | 7,664            | 7,664            | 7,664            | 7,664            | 7,664            |
| <b>SUBTOTAL</b>  | <b>217,910</b>   | <b>217,910</b>   | <b>217,910</b>   | <b>217,910</b>   | <b>217,910</b>   | <b>217,910</b>   | <b>217,910</b>   | <b>217,910</b>   | <b>217,910</b>   | <b>217,910</b>   | <b>217,910</b>   |
| <b>GENERAL EXPENSE</b>                                       |                  |                  |                  |                  |                  |                  |                  |                  |                  |                  |                  |
| Truckle Fees   | 6,000            | 6,000            | 6,000            | 6,000            | 6,000            | 6,000            | 6,000            | 6,000            | 6,000            | 6,000            | 6,000            |
| Office Expenses (includes storage facility)                  | 1,000            | 1,000            | 1,000            | 1,000            | 1,000            | 1,000            | 1,000            | 1,000            | 1,000            | 1,000            | 1,000            |
| General Legal  | 7,375            | 7,375            | 7,375            | 7,375            | 7,375            | 7,375            | 7,375            | 7,375            | 7,375            | 7,375            | 7,375            |
| Audit  | 3,901            | 3,978            | 4,058            | 4,140            | 4,224            | 4,311            | 4,401            | 4,494            | 4,590            | 4,689            | 4,791            |
| County Administration Costs                                  | 10,722           | 11,161           | 11,603           | 12,049           | 12,500           | 12,956           | 13,417           | 13,883           | 14,354           | 14,829           | 15,308           |
| Workers Comp Insurance                                       | 10,899           | 10,899           | 10,899           | 10,899           | 10,899           | 10,899           | 10,899           | 10,899           | 10,899           | 10,899           | 10,899           |
| Automobile Insurance   | 2,453            | 2,453            | 2,453            | 2,453            | 2,453            | 2,453            | 2,453            | 2,453            | 2,453            | 2,453            | 2,453            |
| Election Costs   | 9,000            | 9,000            | 9,000            | 9,000            | 9,000            | 9,000            | 9,000            | 9,000            | 9,000            | 9,000            | 9,000            |
| Newsprint & Public Communications                            | 174,578          | 174,578          | 174,578          | 174,578          | 174,578          | 174,578          | 174,578          | 174,578          | 174,578          | 174,578          | 174,578          |
| <b>SUBTOTAL</b>  | <b>174,578</b>   | <b>174,578</b>   | <b>174,578</b>   | <b>174,578</b>   | <b>174,578</b>   | <b>174,578</b>   | <b>174,578</b>   | <b>174,578</b>   | <b>174,578</b>   | <b>174,578</b>   | <b>174,578</b>   |
| <b>ENGINEERING EXPENSE</b>                                   |                  |                  |                  |                  |                  |                  |                  |                  |                  |                  |                  |
| General Engineering  | 104,029          | 104,988          | 107,048          | 109,208          | 111,368          | 113,528          | 115,688          | 117,848          | 119,998          | 122,148          | 124,298          |
| Assessment Engineering                                       | 6,702            | 6,836            | 7,073            | 7,314            | 7,559            | 7,807            | 8,057            | 8,309            | 8,563            | 8,819            | 9,076            |
| Sediment Removal Project                                     | 11,981           | 11,981           | 11,981           | 11,981           | 11,981           | 11,981           | 11,981           | 11,981           | 11,981           | 11,981           | 11,981           |
| <b>SUBTOTAL</b>  | <b>122,712</b>   | <b>123,805</b>   | <b>126,102</b>   | <b>128,503</b>   | <b>130,908</b>   | <b>133,316</b>   | <b>135,728</b>   | <b>138,138</b>   | <b>140,542</b>   | <b>142,941</b>   | <b>145,345</b>   |
| <b>WARRANT INTEREST EXPENSE</b>                              |                  |                  |                  |                  |                  |                  |                  |                  |                  |                  |                  |
| Warrant Interest Expense                                     | 118,750          | 118,750          | 118,750          | 118,750          | 118,750          | 118,750          | 118,750          | 118,750          | 118,750          | 118,750          | 118,750          |
| <b>SUBTOTAL</b>  | <b>118,750</b>   | <b>118,750</b>   | <b>118,750</b>   | <b>118,750</b>   | <b>118,750</b>   | <b>118,750</b>   | <b>118,750</b>   | <b>118,750</b>   | <b>118,750</b>   | <b>118,750</b>   | <b>118,750</b>   |
| <b>SHARED DISTRICT EXPENSE</b>                               |                  |                  |                  |                  |                  |                  |                  |                  |                  |                  |                  |
| Fee D-3: 2119 - Wright Elmwood                               | 792,879          | 718              | 718              | 718              | 718              | 718              | 718              | 718              | 718              | 718              | 718              |
| <b>SUBTOTAL</b>  | <b>792,879</b>   | <b>718</b>       | <b>718</b>       | <b>718</b>       | <b>718</b>       | <b>718</b>       | <b>718</b>       | <b>718</b>       | <b>718</b>       | <b>718</b>       | <b>718</b>       |
| <b>TOTAL EXPENSES</b>  | <b>1,118,819</b> | <b>1,118,819</b> | <b>1,118,819</b> | <b>1,118,819</b> | <b>1,118,819</b> | <b>1,118,819</b> | <b>1,118,819</b> | <b>1,118,819</b> | <b>1,118,819</b> | <b>1,118,819</b> | <b>1,118,819</b> |
| <b>INCOME</b>  |                  |                  |                  |                  |                  |                  |                  |                  |                  |                  |                  |
| Property Taxes   | 234,038          | 234,038          | 234,038          | 234,038          | 234,038          | 234,038          | 234,038          | 234,038          | 234,038          | 234,038          | 234,038          |
| Interest Income  | 6,041            | 6,041            | 6,041            | 6,041            | 6,041            | 6,041            | 6,041            | 6,041            | 6,041            | 6,041            | 6,041            |
| Assessments  | 298,000          | 298,000          | 298,000          | 298,000          | 298,000          | 298,000          | 298,000          | 298,000          | 298,000          | 298,000          | 298,000          |
| Subvention Reimbursement                                     | 34,931           | 34,931           | 34,931           | 34,931           | 34,931           | 34,931           | 34,931           | 34,931           | 34,931           | 34,931           | 34,931           |
| Revenue from Registered Warrants                             | 34,931           | 34,931           | 34,931           | 34,931           | 34,931           | 34,931           | 34,931           | 34,931           | 34,931           | 34,931           | 34,931           |
| <b>SUBTOTAL</b>  | <b>642,931</b>   | <b>642,931</b>   | <b>642,931</b>   | <b>642,931</b>   | <b>642,931</b>   | <b>642,931</b>   | <b>642,931</b>   | <b>642,931</b>   | <b>642,931</b>   | <b>642,931</b>   | <b>642,931</b>   |
| <b>NET INCOME</b>  | <b>(475,908)</b> | <b>(475,908)</b> | <b>(475,908)</b> | <b>(475,908)</b> | <b>(475,908)</b> | <b>(475,908)</b> | <b>(475,908)</b> | <b>(475,908)</b> | <b>(475,908)</b> | <b>(475,908)</b> | <b>(475,908)</b> |

**CASH ON HAND**  
Fund Balance as of 7/1/16  
Revenues (YTD) as of 7/25/16  
Expenses (YTD) as of 7/25/16

Prepared by Christopher H. Heacock 8/6/2021

Page 1

W/O SUBVENTIONS



# ITEMS TO INCLUDE IN DISTRICT BUDGET

## I. OPERATION AND MAINTENANCE EXPENSE

1. Levee Superintendent
2. Part Time Employees
3. Payroll Taxes and Expenses
4. Fences & Gates
5. Locks & Signs
6. Weed and Rodent Control & Clean Up
7. Levee Repair Fund (General Operations & Maintenance)
8. Levee Repair Fund (Levee Capital Improvement Projects)
9. Pump System Maintenance
10. Wireless Services (Cell and Mobile Computer)
11. Emergency Equipment & Supplies
12. Garbage Service
13. District Vehicle (Fuel, Maintenance & Repairs)
14. \_\_\_\_\_
15. \_\_\_\_\_
16. \_\_\_\_\_
17. \_\_\_\_\_
18. \_\_\_\_\_



# ITEMS TO INCLUDE IN DISTRICT BUDGET (continued)

## II. GENERAL EXPENSE

1. Trustee Fees
2. Secretary Fees
3. Office Expenses (includes storage facility)
4. General Legal
5. Audit
6. County Administration Costs
7. Liability Insurance
8. Workers Comp Insurance
9. Automobile Insurance
10. Election Costs
11. Newsletter & Public Communications
12. \_\_\_\_\_
13. \_\_\_\_\_
14. \_\_\_\_\_
15. \_\_\_\_\_
16. \_\_\_\_\_



# ITEMS TO INCLUDE IN DISTRICT BUDGET (continued)

## III. ENGINEERING EXPENSE

1. General Engineering
2. Plan Review Engineering
3. Administration of Delta Levee Subventions Program
4. Periodic Levee Property Inspections & Surveys
5. Routine Levee Maintenance Consultation
6. Engineering, Management & Inspection of Capital Improvement Projects
7. Assessment Engineering

8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_
11. \_\_\_\_\_
12. \_\_\_\_\_



# ITEMS TO INCLUDE IN DISTRICT BUDGET (continued)

## IV. CAPITAL IMPROVEMENT PROJECTS

1. Phase II – Sediment Removal Project
2. New pavement overlay on levee crown roadway Northwest and Northeast Quadrants.
3. New all weather road surfacing (Class II - 3/4" AB) on Southwest and Southeast Quadrants
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_



# ITEM 6

## **SEPTEMBER 2021 MINUTES LEVEE SUPERINTENDENT 1608 JOE BRYSON**

1. Levee patrol and inspection station 00+-180+. Cleaned pump station four times.
2. Had concrete layer at our storage bin, Stone River. Cleaned up area, removed items. Looks good.
3. Lots of pruning and removal of vegetation.
4. Continuing gravel work on the shoulder North West levee.
5. Received call regarding a plastic tub on Kelly Drive gate. Dead Dog, Refrigerator, Stove, and stuff.
6. Cleaned four lots on Fourteen Mile, on the rocks.
7. Cleaned trash from Grupe Park levee.
8. We have a coyote on North West levee.
9. No ducks on Five Mile.
10. Taggers I-5 East
11. Purchased a new battery and auto camera for truck.

# ITEM 9

## **SHORT TERM GOALS 2021**

1. Renewal of District Assessment.
2. Sediment Removal Project.
3. Participate in stakeholder groups. Status: Ongoing.
4. Work on slumping areas. In progress.
5. Monitor SJAFCA meetings re Calaveras and Fourteen Mile Slough uncertified levees.
6. Vegetation encroachments
7. Annual Levee Inspection.
8. Repair/Maintenance of Gates on Crown of Southwest Levee
9. Central Valley Flood Protection Plan

## **LONG TERM GOALS**

1. Lower San Joaquin River Flood Risk Reduction Project
2. Raising Elevation of South West Levee.
3. Prop 218 Assessment

# ITEM 10

## 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
- Review Insurance Proposal (Renews April)

### APRIL

- April 1: Form 700s due
- 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*).
- Letter to Property owners on levee regarding levee standards and permit requirements

## 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)
- Deadline to Notify Insurance of Non-Participation in JPRIMA for Subsequent Year

## 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 11



# Division of Flood Management

## 2021 California Preseason Flood Coordination Meetings



Department of Water Resources



### Agenda Topics

Winter Weather Outlook

DWR Flood Operations Updates

Regional Updates

Multi Agency Coordination

Flood Fighting Methods and Materials

Post Fire/Debris Flow

For questions or details on specific meetings, please contact Wendy Francis at (916) 574-2619 or [wendy.francis@water.ca.gov](mailto:wendy.francis@water.ca.gov).

You are invited to join flood emergency response partners to discuss flood preparedness in your region. Hosted by the State-Federal Flood Operations Center, in partnership with County Offices of Emergency Services, these virtual meetings provide regional and local updates on annual flood preparedness activities.

#### **FRESNO**

Wednesday, September 15  
9:00 am - 11:30 am

#### **VENTURA**

Thursday, September 23  
1:00 pm - 3:30 pm

#### **YOLO**

Wednesday, October 13  
9:00 am - 11:30 am

#### **STANISLAUS**

Wednesday, October 20  
9:00 am - 11:30 am

#### **NAPA**

Thursday, October 28  
9:00 am - 11:30 am

#### **SAN BERNARDINO**

TBD

#### **HUMBOLDT**

Tuesday, September 21  
9:00 am - 11:30 am

#### **YUBA**

Wednesday, September 29  
9:00 am - 11:30 am

#### **SAN JOAQUIN**

Tuesday, October 19  
9:00 am - 11:30 am

#### **TEHAMA**

Wednesday, October 27  
1:30 pm - 4:00 pm

#### **MONTEREY**

Wednesday, November 3  
9:00 am - 11:30 am

### Who should attend these meetings?

- Managers and key emergency responders from California public agencies with primary responsibility for flood emergency response and coordination
- Counties, cities, flood control districts, reclamation districts, local maintaining agencies, and tribal agencies

# ITEM 12

Reclamation District 1608  
Bills to be Paid - September 1, 2021 Board Meeting

| NAME                                    | Date      | INVOICE #     | AMOUNT      | TOTAL \$           | WARRANT # | CHECK # | SUBVENTION FUND |
|---|-----------|---------------|-------------|--------------------|-----------|---------|-----------------|
| Michael Panzer (9/1/2021 Regular Mtg)   | 9/1/2021  | Trustee Fee   | \$272.04    |                    |           |         |                 |
| 8/16/2021 Special Meeting               | 8/16/2021 | Trustee Fee   | \$272.04    |                    |           |         |                 |
|   |           |               |             | <b>\$544.08</b>    |           |         |                 |
| Brett Tholborn (8/16//2021 Special Mtg) | 8/4/2021  | Trustee Fee   | \$272.04    |                    |           |         |                 |
|   |           |               |             | <b>\$272.04</b>    |           |         |                 |
| Dan MacDonnell (9/1/2021 Regular Mtg)   | 9/1/2021  | Trustee Fee   | \$272.04    |                    |           |         |                 |
| 8/16/2021 Special Meeting               | 8/16/2021 | Trustee Fee   | \$272.04    |                    |           |         |                 |
|   |           |               |             | <b>\$544.08</b>    |           |         |                 |
| Elvia Trujillo (August 2021 Services)   | 9/1/2021  | Secretary Fee | \$848.30    |                    |           |         |                 |
|   |           |               |             | <b>\$848.30</b>    |           |         |                 |
| PG&E (Landview & Seagull)               | 7/30/2021 | 0950847867-5  | \$10.10     |                    |           |         |                 |
| PG&E (Stone River)                      | 8/23/2021 | 2999432760-8  | \$12.76     |                    |           |         |                 |
|   |           |               |             | <b>\$22.86</b>     |           |         |                 |
| Neumiller & Beardslee                   | 8/13/2021 | 319783        | \$2,006.20  |                    |           |         |                 |
|   |           |               |             | <b>\$2,006.20</b>  |           |         |                 |
| Kjeldsen Sinnock & Neudeck              | 7/30/2021 | 30848         | \$502.50    |                    |           |         |                 |
|   | 7/30/2021 | 30849         | \$290.75    |                    |           |         |                 |
|   | 7/30/2021 | 30850         | \$624.18    |                    |           |         |                 |
|   | 7/30/2021 | 30851         | \$836.25    |                    |           |         |                 |
|   | 8/20/2021 | 30995         | \$1,323.25  |                    |           |         |                 |
|   | 8/20/2021 | 30996         | \$1,901.25  |                    |           |         |                 |
|   | 8/20/2021 | 30997         | \$1,060.00  |                    |           |         |                 |
|   | 8/20/2021 | 30998         | \$1,382.25  |                    |           |         |                 |
|   | 8/20/2021 | 30999         | \$1,055.13  |                    |           |         |                 |
|   |           |               |             | <b>\$8,975.56</b>  |           |         |                 |
| Halverson Concrete                      | 8/13/2021 | 767714        | \$14,850.00 |                    |           |         |                 |
|   |           |               |             | <b>\$14,850.00</b> |           |         |                 |

