

**MINUTES OF THE REGULAR MEETING OF BOARD OF TRUSTEES  
FOR RECLAMATION DISTRICT 1608  
HELD TELEPHONICALLY ON WEDNESDAY, MARCH 3, 2021**

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, March 3, 2021, via Toll-Free Dial-In Number: (877) 778-1806.

**TRUSTEES PRESENT WERE:**

MICHAEL PANZER  
BRETT THOLBORN  
DAN MacDONNELL

**OTHERS PRESENT WERE:**

DANIEL SCHROEDER  
ANDY PINASCO  
CHRIS NEUDECK  
JOE BRYSON  
ELVIA TRUJILLO  
DOT LOFSTROM  
ALLISON FELKINS

1. **Public Comment.** There was no public comment.
  2. **Approval of Minutes.** Minutes of the regular meeting of February 3, 2021. The Trustees reviewed the minutes. After further 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 February 3, 2021 regular meeting be 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 financial report for this meeting includes the invoice from the Port of Stockton related to the Sediment Removal Project in the amount of \$375,444.40 and reported on the District's fund balance. After review,

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 March 3, 2021 meeting be approved.
- 3.a. Approve Insurance Policy for 2021/2022 insurance year.

Andy Pinasco presented this item. He reported the insurance for the District renews April 1<sup>st</sup> and discussed the JPRIMA proposal for the coverage period April 1, 2021 through April 1, 2022 in the amount of \$10,915. He noted there

was an increase from last year in the amount of \$1,372.00, a 14% increase. Mr. Pinasco mentioned he requested WaterPlus insurance information to compare with JPRIMA but it was not received in time for this meeting. He expects there will also be in an increase from JPRIMA. In California, there were fires and this possibly contributed to the increase in premiums. Last year, the District opted to go with JPRIMA due to the lower rate and better coverage. As soon WaterPlus information is received, Mr. Pinasco will be doing a comparison. For now, he recommends the Board delegate authority to the President to compare the proposals and to authorize him to choose for the District. After discussion,

It was moved, seconded (B. Tholborn/D. MacDonnell) and unanimously carried by the Board of Trustees of Reclamation District 1608 to delegate authority to the President of Board to make final decision in consultation with legal counsel and to approve insurance.

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

I. Sediment Removal Project. Request for directions and approvals.  
*Please see Engineer's Report, Section I.*

II. Consider new permit requests from homeowners.

- a) 6207 Embarcadero Drive  
Owners – Ms. Barbara Delgado  
Permit – Request to permit pavers on levee crown to remove gravel from being carried in on family shoes into Ms. Delgado's home. Request to plant dwarf peach trees on levee.

*Please see Engineer's Report, Section II.*

III. Delta Levee Subventions Program

- a) Review fallen tree at 3612 Fourteen Mile Drive  
b) Review status of gate repairs along Southwest Quadrant  
c) Report on commencement of annual inspection of lot encroachments

*Please see Engineer's Report, Section III.*

*From Engineer's Report:*

**I. SEDIMENT REMOVAL PROJECT**

A. This project is 100% complete.

Engineer Chris Neudeck presented this item. The invoice from the Port of Stockton related to the use of their disposal ponds for the sediment removal was received. After this invoice is paid, the project will be considered complete.

## II. PLAN REVIEW

### A. Permit Requests from Homeowners:

- a) **6207 Embarcadero Drive**  
Ms. Barbara Delgado  
Index No. 16, Lot No. 1914  
APN 098-340-01  
Barbara (209) 598-4913(H)

*Excerpt from Engineer's Report:*

Review an application for the installation of a 12 ft x 20 ft area on the crown of the levee with concrete pavers. Section for pavers is 7 inches deep (4 inches of base rock and 1 inch of sand with 2 inches of concrete paver). Remove two existing trees and plant two dwarf peach trees. **KSN Inc. is not recommending approval of this application for encroachment.** KSN is not in favor of incising pavers into the levee crown thereby reducing the overall elevation of the levee and penetrating the District's levee design template. The preferred option for ridding the small gravel that gets stuck in the treads of shoes of those walking across the crown of the levee is to place Class II  $\frac{3}{4}$  Aggregate Base.

Furthermore, **KSN Inc. is not recommending the planting any fruit trees** on the levee due to the likelihood of attracting rodents due to the fruit. This is supported by the Vegetation Policy of the Central Valley Flood Protection Board for which our Chapter 6 of our Levee Encroachment Standards refer to. *(In all cases where vegetation is allowed by permit, Section 131, Title 23, California Code of Regulations and Sections 6.02 through 6.06 of these Standards shall apply to such vegetation.)*

**KSN Inc. supports the removal of two existing trees** provided that the Delgado's and/or their tree removal contractor remove all the root system down to  $\frac{3}{8}$  of inch in diameter.

***EXHIBIT A: February 23, 2021 Encroachment APPLICATION for paves and trees.***

***EXHIBIT B: Plans of and pictures of crown of levee and location of pavers.***

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

Chris Neudek presented this item. The application from the Delgados was to request concrete pavers on the levee crown to avoid gravel from getting

caught in the thread of shoes and carried into house resulting in scratching the floor. Mr. Neudeck stated he is not in favor since the concrete pavers will not hold up to trucks hauling heavy loads on the levee. Since the time this application came in, Joe Bryson spoke with the Delgados and they are no longer in favor of pavers. Mr. Neudeck's recommendation is to place Class II ¾ aggregate base which is what has been used in several lots and is not in favor of doing any other treatment at this stage. The second request in the application is to remove two existing trees and replace them with dwarf peach trees. Mr. Neudeck does not support the planting of two dwarf peach trees as these would attract rodents. Discussion followed and Mr. Neudeck will be suggesting a temporary artificial turf roll out across the crown of the levee. This would serve their purpose and can be rolled back when not in use. The turf needs to be temporary as making it permanent would conflict with the Levee Standards. Mr. Neudeck recommends that the application as submitted be denied.

It was moved, seconded (B. Tholborn/D. MacDonnell) and unanimously carried by the Board of Trustees of Reclamation District 1608 to deny the permit request submitted by the Delgados at 6207 Embarcadero Drive.

### III. AB 360 DELTA LEVEE SUBVENTIONS PROGRAM

#### A. Review status of fallen tree at:

- a) **3612 Fourteen Mile Drive**  
Mr. & Mrs. John & Daniela Burke  
Index No. 42, Lot No. 415  
APN 098-490-35  
John's Cell 209.513.0275  
Email: Daniela.Burke@yahoo.com

Chris Neudeck presented this item. At last meeting there had been a relatively good discussion with Mr. and Mrs. Burke related to the tree. Contrary to what had been communicated by Mr. Burke at the last meeting, Mrs. Burke did confirm that Mr. Bryson had communicated with her about the tree issue. As to the status of this item, the work got started but is not complete. Mr. Neudeck reported the Burkes started to remove the tree but all the debris, the tree and the rotted root ball remain in place. Since there is no clear indication at this point as to why the tree removal has stopped and is sitting in an unsatisfactory condition, it is being directed that one more letter be sent to the Burkes. If the District does not receive response to that letter, it will be taken as refusal by the Burkes to complete the work and the District will do the work at the expense of the

Burkes. Attorney Dan Schroeder stated no motion is needed, just the direction as given (above).

- B. Review status of gate repairs along Southwest Quadrant. This past year 5 gates were repaired where the previous year there were 7 gates repaired. Due to the recent windstorm approximately 3 weeks ago, there was damage to an additional two gates. This work will exceed our 25,000/year budget by an additional amount of \$8,000 – 10,000. Discuss with the Board of Trustees whether they will authorize the changing of the wooden slats/stakes on the gate metal frames. This item of the gate restoration needs to be discussed with the Board of Trustees and seek direction on how they would like to proceed.

Chris Neudeck presented this item. Due to the recent windstorms, gates were damaged and the District is \$8,000 to \$10,000 over budget. Joe Bryson was given the okay to repair some of the gates. Although there are additional gates that need repair, at this point Mr. Neudeck recommends holding off on these repairs unless being able to get through the gates is problematic.

- C. Annual inspection of Lot Encroachments commenced on Monday, March 1, 2021.

Chris Neudeck presented this item. He reported inspections have started and is very pleased to see that there has been ongoing maintenance. There are some folks that are chronic violators and a letter will be sent reminding them vegetation needs to be controlled. Mr. Neudeck also mentioned the graveling that Joe Bryson has done is superior.

5. **Public Hearing. Ordinance Increasing the Compensation for Meeting Attendance.**  
a. **Adopt Ordinance 2021-01 Establishing Trustee Compensation for Meeting Attendance.**

*President Panzer opened the Public Hearing at 8:44 a.m.*

Attorney Andy Pinasco presented this item. This is the ordinance that has been adopted in the past years and, as directed at the February Board meeting, noticing had been done as required. Mr. Pinasco reminded the Board that the increase could not be more than five percent per year. Currently, the Trustees receive \$259.09 per meeting, with the adoption of this ordinance, the Trustees will receive \$272.04 per meeting. The increase will be effective 60 days after the ordinance is adopted; therefore, if adopted at this meeting, it will be effective as of the May 2021 meeting. President Panzer invited questions or comment on this item. There being no comments, the public hearing was closed at 8:45 a.m. At this time, the action was presented and

It was moved, seconded (B. Tholborn/D. MacDonnell) and unanimously carried by the Board of Trustees of Reclamation District 1608 to adopt

Ordinance 2021-01 Establishing Trustee Compensation for Meeting Attendance.

6. **Levee Superintendent Report.** Request for directions and approvals.  
Mr. Bryson presented an oral and written report. He reported the homeless situation is bad and taggers are going over the fence. Due to the recent rain and warm weather, vegetation has grown quickly. Joe Bryson is pleased to have temporary workers helping with vegetation clean up. For additional items, please refer to Mr. Bryson's written report.
7. **Report by Trustees on meetings attended and upcoming meetings.** Request for direction. No Report.
8. **Report and possible action on Progress of Tasks Assigned at Previous Board Meetings.** No report.
9. **Discussion and direction on Short-Term and Long-Range Goals.** No discussion.
10. **District Calendar.** Discussion and direction.  
  
Reminder of Form 700s.
  - a. Next meeting April 7, 2021
11. **Correspondence.** No correspondence of note.
12. **Approval of Bills.** 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 March 3, 2021 meeting be approved.

*The Board adjourned the meeting at 8:58 a.m. to start the closed session. Closed session commenced at 9:03 a.m.*

13. **Closed Session.**
  - a. PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Title: Levee Superintendent
  - b. PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Title: District Secretary

**Report out of closed session.** The Board reconvened from Closed Session at 9:16 a.m. All Trustees were present during the entirety of the Closed Session. There was no reportable action regarding items 13.a and 13.b.

14. **Employee Contracts.** Discussion and possible action regarding changes to Levee Superintendent and Secretary contracts.

Attorney Dan Schroeder presented this item. He addressed the board by saying this is the opportunity to discuss whether there are any changes to be made to the Levee Superintendent Contract and the District Secretary Contract. Trustee Tholborn stated the cost of living is at 1.6 percent and suggested doubling that. Discussion followed and a compensation increase was approved for both the Levee Superintendent and the District Secretary. For the Levee Superintendent, an increase from \$40.00 per hour to \$41.25 per hour. For the District Secretary, an increase from \$50.00 per hour to 51.75 per hour.

It was moved, seconded (B. Tholborn/D. MacDonnell) and unanimously carried by the Board of Trustees of Reclamation District 1608 to authorize the President to exercise amendment to the Levee Superintendent Contract increasing the hourly rate from \$40.00 per hour to \$41.25 per hour.

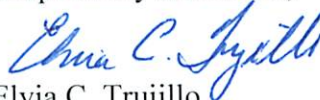
It was moved, seconded (B. Tholborn/D. MacDonnell) and unanimously carried by the Board of Trustees of Reclamation District 1608 to authorize the President to exercise amendment to the District Secretary Contract increasing the hourly rate from \$50.00 per hour to \$51.75 per hour.

15. **Staff Reports.** None.

(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.

16. **Adjournment.** The meeting adjourned at 9:24 a.m.

Respectfully submitted,



Elvia C. Trujillo  
District Secretary

Reclamation District 1608  
Bills to be Paid - March 3, 2021 Board Meeting

NAME	Date	INVOICE #	AMOUNT	TOTAL \$	WARRANT #	CHECK #	SUBVENTION FUND
Michael Panzer (3/3/2021 Regular Mtg)	3/3/2021	Trustee Fee	\$259.09				
				\$259.09	6445		
Brett Tholborn (3/3/2021 Regular Mtg)	3/3/2021	Trustee Fee	\$259.09				
				\$259.09	6446		
Dan MacDonnell (3/3/2021 Regular Mtg)	3/3/2021	Trustee Fee	\$259.09				
				\$259.09	6447		
Elvia Trujillo (February 2021)	3/3/2021	Secretary Fee	\$1,047.50				
				\$1,047.50	6448		
PG&E (Landview & Seagull)	1/29/2021	0950847867-5	\$10.45				
PG&E (Stone River)	2/22/2021	2999432760-8	\$11.26				
				\$21.71	6449		
Neumiller & Beardslee	2/17/2021	315063	\$3,799.55				
				\$3,799.55	6450		
Kjeldsen Sinnock & Neudeck	2/22/2021	29726	\$641.25				
	2/22/2021	29727	\$1,256.25				
	2/22/2021	29728	\$87.50				
	2/22/2021	29729	\$667.50				
	2/22/2021	29730	\$2,918.15				
	2/22/2021	29731	\$195.00				
	2/22/2021	29732	\$1,204.50				
				\$6,970.15	6451		
California Assoc. of Mutual Water Agencies	1/25/2021	1569	\$100.00				
(2021 Membership Dues)				\$100.00	6452		
Paul E. Vaz Trucking	2/16/2021	73349	\$1,482.27				
	2/16/2021	73350	\$1,100.52				
				\$2,582.79	6453		



Reclamation District 1608  
Bills to be Paid - March 3, 2021 Board Meeting

Port of Stockton	2/5/2021	01-9012-2021	\$375,444.40			
				\$375,444.40	6454	
Bank of Stockton	3/3/2021	For Port of Stockton Payment	\$25,000.00	\$25,000.00	6455	
Bank of Stockton	3/3/2021	For Port of Stockton Payment	\$25,000.00	\$25,000.00	6456	
Bank of Stockton	3/3/2021	For Port of Stockton Payment	\$25,000.00	\$25,000.00	6457	
Bank of Stockton	3/3/2021	For Port of Stockton Payment	\$25,000.00	\$25,000.00	6458	
Bank of Stockton	3/3/2021	For Port of Stockton Payment	\$25,000.00	\$25,000.00	6459	
Bank of Stockton	3/3/2021	For Port of Stockton Payment	\$25,000.00	\$25,000.00	6460	
Bank of Stockton	3/3/2021	For Port of Stockton Payment	\$25,000.00	\$25,000.00	6461	
Bank of Stockton	3/3/2021	For Port of Stockton Payment	\$25,000.00	\$25,000.00	6462	
Bank of Stockton	3/3/2021	For Port of Stockton Payment	\$25,000.00	\$25,000.00	6463	
Bank of Stockton	3/3/2021	For Port of Stockton Payment	\$25,000.00	\$25,000.00	6464	
Bank of Stockton	3/3/2021	For Port of Stockton Payment	\$25,000.00	\$25,000.00	6465	
Bank of Stockton	3/3/2021	For Port of Stockton Payment	\$25,000.00	\$25,000.00	6466	
Bank of Stockton	3/3/2021	For Port of Stockton Payment	\$25,000.00	\$25,000.00	6467	
Bank of Stockton	3/3/2021	For Port of Stockton Payment	\$25,000.00	\$25,000.00	6468	
Bank of Stockton	3/3/2021	For Port of Stockton Payment	\$20,000.00	\$25,000.00	6469	
Reclamation District 1608 (Transfer to Checking Account)	3/3/2021		\$15,000.00			
				\$15,000.00	6470	
Bank of Stockton Visa	2/4/2021	12/28/20 - 1/27/21	\$4,700.36	\$4,700.36		online
State of California Payroll Taxes	Feb-21	February Payroll	\$780.31	\$780.31		online
Federal Government Payroll Taxes	Feb-21	February Payroll	\$3,115.29	\$3,115.29		online
Joe L. Bryson (Payroll)	3/1/2021	2/1/21-2/29/21	\$4,594.29	\$4,594.29		Direct Deposit
Andy Montoya (Payroll)	2/16/2021	2/1/21 - 2/15/21	\$998.86			Direct Deposit
	3/1/2021	2/16/21 - 2/29/21	\$577.32			Direct Deposit
				\$1,576.18		
David Mazzara (Payroll)	2/16/2021	2/1/21 - 2/15/21	\$946.76			Direct Deposit
	3/1/2021	2/16/21 - 2/29/21	\$1,007.11			Direct Deposit
				\$1,953.87		

Reclamation District 1608  
Bills to be Paid - March 3, 2021 Board Meeting

Elton Arias (Payroll)	2/16/2021	2/1/21 - 2/15/21	\$1,018.33			1465
	3/1/2021	2/16/21 - 2/29/21	\$868.36			Direct Deposit
				\$1,886.69		
Jeremy Lovitt (Payroll)	3/1/2021	2/23/21 - 2/29/21	\$433.88	\$433.88		Direct Deposit
		<b>WARRANT TOTAL:</b>		\$780,743.37		
		<b>CHECKING TOTAL:</b>		\$19,040.87		
		<b>TOTAL BILLS PAID</b>		\$799,784.24		