

**MINUTES OF THE REGULAR MEETING OF BOARD OF TRUSTEES
FOR RECLAMATION DISTRICT 1608
HELD ON WEDNESDAY, FEBRUARY 2, 2022**

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 February 2, 2022, at the law offices of Neumiller & Beardslee, 3121 W. March Lane, Suite 100, Stockton, California.

TRUSTEES PRESENT

MICHAEL PANZER
DAN MacDONNELL
DOTTIE LOFSTROM

OTHERS PRESENT

CHRIS NEUDECK
ANDY PINASCO
JOE BRYSON
ELVIA TRUJILLO
BOB BENTZ
SARAH VIGIL

ABSENT

DANIEL SCHROEDER

1. **Public Comment.** There was no public comment.
2. **Approval of Minutes.** Minutes of the District meeting of January 5, 2022. The Trustees reviewed the minutes. Trustee Lofstrom noticed a typographical error on page 5 which will be corrected. After further review,

It was moved, seconded (D. MacDonnell/D. Lofstrom) and unanimously carried by the Board Trustees of Reclamation District 1608, that the minutes of the January 5, 2022, Regular Meeting be approved.

3. **Financial Report.** Review, discuss, and accept financial report. District Secretary, Elvia Trujillo, presented an oral and written report. She noted there were County charges for administrative costs on behalf of the District and pointed out the District received property tax revenues and assessment monies. She reported the third registered warrant related to the Sediment Removal Project will be paid and gave an updated on the outstanding registered warrants. After review,

It was moved, seconded (D. MacDonnell/D. Lofstrom) and unanimously carried by the Board of Trustees of Reclamation District 1608 that the Financial Report presented at the February 2, 2022, meeting be approved as presented.

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

A. Permit Requests from Homeowners

- a. 4149 Fort Donelson Drive
Morgan and Susan Mayfield
APN 098-420-16
Review vegetation clearing of the Mayfield residence.

Please see Engineer's Report, Section I.A.a.

- b. 4165 Fort Donelson Drive
David and Tanya Smith
APN 098-420-14
Review application for the construction of a new deck at 4165 Fort Donelson Drive for the Smiths by contractor. The extent of the installation goes beyond the Smith's property line. KSN is not supportive of this plan submittal and recommends that the Smiths limit the width of the deck to stay within their property.

Please see Engineer's Report, Section I.A.b.

B. AB 360 Delta Levees Subventions Program

- a. Review advertisement for maintenance of personnel and review with Superintendent Joe Bryson applicants received from "Indeed" Website.

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

FROM ENGINEER'S REPORT:

I. **PLAN REVIEW.**

A. Permit Requests from homeowners.

- a) 4149 Fort Donelson Drive
Morgan & Susan Mayfield
Index No. 127, Lot No 2220
APN 098-420-16

Review vegetation clearing of the Mayfield residence.

EXHIBIT A: Current Photos of the Mayfield residence taken on 1/25/22

Chris Neudeck presented this item. He gave an update on the Mayfield's residence and reported they are in compliance. The photo included in Exhibit "A" demonstrates clearing did take place and the Mayfields are interested in doing a greater degree of removal.

- b) 4165 Fort Donelson Drive
Mr. David & Mrs. Tanya Smith
Index No. 129, Lot No. 2218
APN 098-420-14

Review an application for the construction of a new deck at 4165 Fort Donelson Drive for the Smiths by contactor Michael Esparza (209) 470-5856.

KSN is supportive of this plan submittal and recommends that the Board of Trustees approve the Smith's deck addition.

EXHIBIT B: January 19, 2022, Encroachment APPLICATION for deck addition.

EXHIBIT C: Plans of deck addition.

EXHIBIT D: Site photos of lot.

EXHIBIT E: Parcel Quest Data.

Chris Neudeck reported the Smiths had started a deck reconstruction. He thanked Joe Bryson for noticing the work was being done without a permit from the District and for informing the Smiths of the need for a permit. The Smiths had obtained a permit from the City of Stockton but were unaware they also needed a permit from the District. Mr. Neudeck noticed they had exceeded the District's property line and spoke with them requesting they readjust the deck and bring it back into compliance. They had been five feet too far and have since adjusted this. Mr. Neudeck has received cooperation from the landowner and the building architect and recommends approving the Smith's deck addition as amended. After discussion,

It was moved, seconded (D. MacDonnell/D. Lofstrom) and unanimously carried by the Board of Trustees of Reclamation District 1608 that the Permit Application for the construction of a deck at 4165 Fort Donelson Drive be approved as amended.

At this time Mr. Neudeck commented the need for review of the District's standards/guidelines for any updates and would like to have this discussed at future meetings. Initial discussions will take place between Chris Neudeck and Andy Pinasco. They will then bring back the initial draft for input from the Board.

II. AB 360 DELTA LEVEES SUBVENTIONS PROGRAM

- A. Review advertisement for Maintenance personnel and review with Superintendent Joe Bryson applicants received from "Indeed" Website.

Mr. Neudeck presented this item. He said he had agreed to assist Joe Bryson in his effort to get personnel and prepared a help wanted ad for the Indeed website. The ad was posted on Friday morning and by Friday at noon, there were already four applicants. Joe Bryson reported he had several temporary employees and the ad at Indeed can be removed.

5. **Public Hearing.** Ordinance Increasing the Compensation for Meeting Attendance.

- a. Adopt Ordinance 2022-01 Establishing Trustee Compensation for Meeting Attendance.

President Panzer opened the Public Hearing at 8:22 a.m.

Attorney Andy Pinasco presented this item . This ordinance is similar to the ordinances that have been adopted in the past years and, as directed at the January Board meeting, noticing has 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 \$272.04 per meeting, with the adoption of this ordinance, the Trustees will receive an increase of \$13.60 resulting in \$285.64 per meeting. The Trustees discussed and agreed with the increase. Andy Pinasco stated 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 2022 Board meeting. President Panzer opened the hearing for public comment at 8:23 a.m. Bob Bentz asked questions as to the amount being paid to Trustees and the Trustees responded to his questions. After questions were answered the public hearing was closed. At this time, the action was presented and

It was moved, seconded (D. MacDonnell/D. Lofstrom) and unanimously carried by the Board of Trustees of Reclamation District 1608 that Ordinance 2022-01 Establishing Trustee Compensation for Meeting Attendance be adopted.

6. **Levee Superintendent Report.** Request for directions and approvals.
Joe Bryson presented an oral and written report. In addition to the items in his written report, Mr. Bryson said he currently has several part-time workers and the ad for temporary workers placed in Indeed can be stopped. He also mentioned having met with the Mayfields and they are planning to take out more vegetation. There was general discussion between Joe Bryson, Chris Neudeck and the Trustees regarding easement boundary lines.
7. **District Website.** Discussion and direction regarding updating the District's website.
Attorney Andy Pinasco reported on this item. It was requested this item be placed in the agenda to discuss updating the website. Mr. Pinasco explained the website was developed by Mayaco and that we host our own website on GoDaddy using Wordpress, a software solution. The website was originally developed to be in compliance with California law. Trustee Lofstrom suggested removing the stock photos and adding photos of RD 1608 to personalize the website. There were other suggestions made and President Panzer suggested the Trustees look at the website in the meantime and requested this item be put on the agenda for the next meeting to discuss changes and whether a consultant is needed or if the update is to be done inhouse.
8. **Newsletter.** Discussion and direction.
Trustee Lofstrom presented this item. The last draft of the newsletter was reviewed and final changes were given to Sarah Vigil in preparation for publication.
9. **Report by Trustees on meetings attended and upcoming meetings.** Request for direction. None reported.
10. **Report and possible action on Progress of Tasks Assigned at Previous Board Meetings.**
Trustee Lofstrom did her report on the newsletter and website in agenda items 7 and 8.
11. **Discussion and direction on Short-Term and Long-Range Goals.**
Update of the District's website to be added to the short-term goals.
12. **District Calendar.** Discussion and direction. None.
 - a. Next meeting March 2, 2022.
13. **Future Agenda Items.** None.
14. **Correspondence.** No correspondence of note.

15. **Approval of Bills.** After review,

It was moved, seconded (D. Lofstrom/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 February 2, 2022, meeting be approved.

16. **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.

17. **Adjournment.** The meeting adjourned at 9:25 a.m.

Respectfully submitted,



Elvia C. Trujillo
District Secretary

Reclamation District 1608
Bills to be Paid - February 2, 2022 Board Meeting

NAME	Date	INVOICE #	AMOUNT	TOTAL \$	WARRANT #	CHECK #	SUBVENTION FUND
Michael Panzer (2/2/2022 Regular Mtg)	2/2/2022	Trustee Fee	\$272.04				
				\$272.04	6564		
Dan MacDonnell (2/2/2022 Regular Mtg)	2/2/2022	Trustee Fee	\$272.04				
				\$272.04	6565		
Dottie Lofstrom (2/2/2022 Regular Mtg)	1/5/2022	Trustee Fee	\$272.04				
				\$272.04	6566		
Elvia Trujillo (January 2021 Services)	1/27/2022	Secretary Fee	\$874.19				
				\$874.19	6567		
PG&E (Landview & Seagull)	12/29/2022	0950847867-5	\$9.75				
PG&E (Stone River)	1/21/2022	2999432760-8	\$11.22				
				\$20.97	6568		
Neumiller & Beardslee	1/13/2022	323323	\$2,948.24				
				\$2,948.24	6569		
Kjeldsen Sinnock & Neudeck	1/21/2022	32000	\$1,976.43				
	1/21/2022	32001	\$491.25				
	12/21/2022	32002	\$90.00				
	12/21/2022	32003	\$937.50				
	12/21/2022	32004	\$206.25				
				\$3,701.43	6570		
SJC Mosquito & Vector Control Dist	1/14/2022	SJ10038	\$36.71				
				\$36.71	6571		
Port City Marketing Solutions	1/4/2022	19499	\$1,760.00				
				\$1,760.00	6572		
Reclamatio District 1608	2/2/2022		\$40,000.00				
(Transfer to Checking Account)				\$40,000.00	6573		
Transfer to Sediment Removal Proj Fund	2/2/2022	For Registered Warrant #6394	\$26,015.07				
				\$26,015.07			

Reclamation District 1608
Bills to be Paid - February 2, 2022 Board Meeting

<i>Bank of Stockton</i>		Registered Warrant No. 6394	\$26,015.07			
<i>(Payment of Registered Warrant 6394)</i>				\$26,015.07	RW6394	
Bank of Stockton Visa	1/13/2022	11/27/22 - 12/27/22	\$4,511.70			
				\$4,511.70		online
State of California Payroll Taxes		1/1/22 and 1/16/22 Payroll	\$537.42	\$537.42		online
Federal Government Payroll Taxes		1/1/22 and 1/16/22 Payroll	\$2,402.32	\$2,402.32		online
Joe L. Bryson (Payroll)	1/3/2022	12/1/21-12/31/21	\$5,778.90	\$5,778.90		Direct Deposit
Joe Godinez (Payroll)	1/3/2022	12/16/21-12/31/21	\$296.11	\$296.11		1490
Joe Godinez (Payroll)	1/18/2022	1/1/22-1/15/22	\$291.04	\$291.04		1493
Joe Conrad Godinez Jr (Payroll)	1/3/2022	12/16/21-12/31/21	\$468.11	\$468.11		1488
Joe Conrad Godinez Jr (Payroll)	1/18/2022	1/1/22 -1/15/22	\$65.70	\$65.70		1492
Elias Strauther (Payroll)	1/3/2022	12/6/21-12/31/21	\$238.17	\$238.17		1489
Elias Strauther (Payroll)	1/18/2022	1/1/22-1/15/22	\$221.73	\$221.73		1495
California State Disbursement Unit	1/3/2022	From 12/16/21-12/31/21 Payroll	\$296.12	\$296.12		1491
(J Godinez Sr Income Withholding)						
California State Disbursement Unit	1/18/2022	From 1/1/22-1/15/22 Payroll	\$291.05	\$291.05		1494
(J Godinez Sr Income Withholding)						
		WARRANT TOTAL:		\$76,172.73		
		CHECKING TOTAL:		\$15,398.37		
		TOTAL BILLS PAID		\$91,571.10		