

MINUTES OF THE REGULAR MEETING OF BOARD OF TRUSTEES
FOR RECLAMATION DISTRICT 1608
HELD ON WEDNESDAY, DECEMBER 9, 2022

A Regular Meeting of the Board of Trustees of Reclamation District 1608 was called to order at 8:00 a.m. by Trustee Dan MacDonnell on December 9, 2022, at the law offices of Neumiller & Beardslee, 3121 W. March Lane, Suite 100, Stockton, California.

TRUSTEES PRESENT

DAN MacDONNELL
DOTTIE LOFSTROM

OTHERS PRESENT

CHRIS NEUDECK
ANDY PINASCO
ELVIA TRUJILLO
CLAUDE PELLARIN
JOHN PELLARIN
DOMINICK GULLI
BRENNNA HOWELL
LIZ RAMOS
KIM FLOYD

ABSENT

MICHAEL PANZER
JOE BRYSON

1. **Public Comment.** Dominick Gulli made comments opposing the Smith Canal gate.
2. **Emergency Operations Plan and Flood Contingency Map.** Discussion and Possible Action to Approve Updates to District's Emergency Operation Plan and Flood Contingency Map.

Chris Neudeck reported The San Joaquin County Office of Emergency Services received a grant to update emergency operation plans and bring them current to the NIMS and SIMS standards and to include more updated maps. He introduced Brenna Howell from Howell Consulting and Elizabeth Ramos from KSN who have both been working on updating the Emergency Plan. Ms. Howell and Ms. Ramos went through the Emergency Operations Plan and will be finalizing and submitting it to San Joaquin County. They explained that in creating this Emergency Plan, they took what was the national standard and developed this document. They have done this in 75 districts in the State and the Department of Water Resources accepts these wholeheartedly because they know everything is in compliance. They noted the QR codes on Page 8 are automatically linked to the California data exchange center for ease of use. Also discussed, in case of

an emergency the Incident Commander for Reclamation District 1608 will be District Engineer Chris Neudeck. Also of importance is Section 3.2.1 related to emergency expenditures which states “*RD 1608 Incident Commander is authorized to make the necessary expenditures or contracts required to correct threats to levee integrity upon consultation with Board President as soon as feasible.*” In the event Board members are not available in an emergency event, this document gives authority to the Incident Commander to act on behalf of the District. Designation of a meeting place was also discussed. Claude Pellarin and John Pellarin would allow RD 1608 to use the Marina as a meeting place in case of an emergency. Brenna Howell recommended having a Memorandum of Understanding with the Pellarins for this situation to be able to reimburse any expenses in case of an emergency. It was also suggested having at least one Board member receive training as specified on Page 27 of the Emergency Operations Plan. The last item discussed was a map that was placed on the wall. This map is a working plan to be used by several agencies to roll out on the truck and get a game plan, specifically on this District. This Emergency Operations Plan is the document the District will be using moving forward. San Joaquin County will maintain these online and can be updated every three years.

3. Prop 218 Assessment. Review, discuss, provide direction for Prop 218 outreach.

a. Review Fact Sheet for Reclamation District 1608. Ms. Floyd gave an oral and written report on the Fact Sheet. Discussion for Items 3.a and 3.b overlapped. Please see summary below.

b. Review and approve welcome letter for new homeowners. Ms. Floyd reported that after another round of edits, the letter to the new homeowners was completed. Discussion for Items 3.a. and 3.b overlapped. Please see summary below.

There was discussion of whether to bring documents such as the fact sheet and the homeowner letter to the full Board or only to the subcommittee for final approval. Trustee Lofstrom said that typically in an effort to save time, approval has been given by the subcommittee. She also stated that the subcommittee would remain aware that the Board would like approval with the understanding that due to timing, it may not always be possible to have Board review. She suggested to continue bringing these structural pieces to the Board as the Prop 218 election approaches and get some delegation of authority from the Board. At this point it is the Board’s desire to have documents brought to the Board for approval prior to sending to the public. As things progress, there may be more flexibility needed.

It was moved, seconded (D. Lofstrom/D. MacDonnell) and unanimously carried by the Board Trustees of Reclamation District 1608, that the Welcome Letter to new homeowners and the Fact Sheet be approved as presented.

c. Stakeholder Interviews. No report given.

4. **Approval of Minutes.** Minutes of District meetings of November 2, 2022. The Trustees reviewed the minutes. After review,

It was moved, seconded (D. Lofstrom/D. MacDonnell) and unanimously carried by the Board Trustees of Reclamation District 1608, that the minutes of the November 2, 2022, Board Meetings be approved.

5. **Financial Report.** Review, discuss, and accept financial report. District Secretary Elvia Trujillo presented an oral and written report. After review,

It was moved, seconded (D. Lofstrom/D. MacDonnell) and unanimously carried by the Board of Trustees of Reclamation District 1608 that the Final Financial presented at the December 9, 2022, meeting be approved.

6. **Engineer's Report.**

- (a) Review status of Rock Slope Protection project under the Levee Maintenance Project for Fiscal Year 2022/2023 by FORD Construction.

Mr. Neudeck provided a written and oral report on the Rock Slope Protection Project indicating that the project will be completed as of this weekend. Mr. Neudeck stated that, unfortunately, due to the heavy trucks transporting the rocks, there was substantial damage to the asphalt on the southern end of the Pellarin's property. In order to repair the damage done, the amount Mr. Neudeck would like to get budgeted for the repair is \$60,000 for a change order from FORD Construction. There will also be repairs that will be covered by FORD Construction and not the District. If approved at this meeting, FORD Construction can proceed immediately by Tuesday. It is important get the south end repaired as soon as possible since there is no access through the north ramp due to work in that area that had already started. Mr. Neudeck said we need to get the Pellarin's property in the order it was before the damage occurred since it is property the District counts on for flood protection. After further discussion,

It was moved, seconded (D. Lofstrom/D. MacDonnell) and unanimously carried by the Board of Trustees of Reclamation District 1608, to add late agenda item in accordance with Government Code Section 54954.2 to consider approval of a Change Order from FORD Construction for emergency work to repair access to levee.

It was moved, seconded (D. MacDonnell/D. Lofstrom) and unanimously carried by the Board of Trustees of Reclamation District 1608, to approve emergency work to repair access to the levee in the amount of not to

exceed \$60,000, direct District Engineer to move forward, and authorize a Trustee to sign on behalf of District.

(b) Discussion and Possible Action to Authorize KSN, Inc. to put bid out for repair of all-weather road surfacing on levee in Southwest Quadrant of District.

Mr. Neudeck provided a written and oral report on the repair expenses for the all-weather road surfacing on levee in the Southwest Quadrant included in Exhibit B of his written report and requested authorization to go out to bid on this project. After discussion,

It was moved, seconded (D. Lofstrom/D. MacDonnell) and unanimously carried by the Board of Trustees of Reclamation District 1608, to authorize KSN to go out to bid on project and bring back budget amendment to next Board meeting.

(c) Discussion and Possible Action to Authorize District Employees to Repair Hinges on Gates. Mr. Neudeck provided a written and oral report. He referenced Exhibit B of his report outlining the cost for repairing hinges on eight gates with labor being done by the District's employees. After discussion,

It was moved, seconded (D. Lofstrom/D. MacDonnell) and unanimously carried by the Board of Trustees of Reclamation District 1608, to authorize District employees to repair hinges on eight gates.

7. **Levee Superintendent Report.** Request for directions and approvals.
Mr. Bryson was not able to attend the meeting and there was no written report.
8. **Report by Trustees on Meetings attended and up-coming meetings.** Request for direction. 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 January 4, 2023.
12. **Correspondence.**
 - (a) 2022 Census of Governments.
Andy Pinasco reported the District received a letter from the U.S. Census Bureau. He is not able to determine at this time what the direct benefit would be in providing the information requested. In the past the District has not participated. Trustee Lofstrom was inclined to participate, Trustee MacDonnell was not

inclined to participate. It was requested by the Trustees that this item be brought back to the next Board meeting.

13. **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 for Approval presented at the December 9, 2022, Board Meeting be approved.

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 10:00 a.m.

Respectfully submitted,



Elvia C. Trujillo
District Secretary

Reclamation District 1608
Bills for Approval - December 9, 2022 Board Meeting

NAME	Date	INVOICE #	AMOUNT	TOTAL \$	WARRANT #	CHECK #	SUBVENTION FUND
Michael Panzer (12/9/2022 Board Mtg) (absent)	12/9/2022	Trustee Fee	\$285.64				
				\$0.00	6661 Void		
Dan MacDonnell (12/9/2022 Board Mtg)	12/9/2022	Trustee Fee	\$285.64				
10/12/2022 Public Outreach Preparation	10/12/2022	Trustee Fee	\$285.64				
				\$571.28	6662		
Dottie Lofstrom (12/9/2022 Board Mtg)	12/9/2022	Trustee Fee	\$285.64				
				\$285.64	6663		
Elvia Trujillo (November 2022 Services)	12/7/2022	Secretary Fee	\$868.75				
				\$868.75	6664		
PG&E (Landview & Seagull)		0950847867-5	\$0.00				
PG&E (Stone River)		2999432760-8	\$0.00				
				\$0.00			
Neumiller & Beardslee	11/16/2022	334543	\$2,116.50				
				\$2,116.50	6665		
BPM LLP	11/30/2022	48755	\$873.12				
				\$873.12	6666		
GCU Trucking	11/8/2022	787655	\$870.00				
	11/17/2022	787749	\$507.50				
				\$1,377.50	6667		
Foothill Materials	11/8/2022	76509	\$530.08				
				\$530.08	6668		
Kjeldsen Sinnock & Neudeck	11/30/2022	34034	\$1,987.15				
	11/30/2022	34035	\$1,101.45				
	11/30/2022	34036	\$392.50				
	11/30/2022	34037	\$2,778.05				
	11/30/2022	34038	\$266.25				
				\$6,525.40	6669		

Reclamation District 1608
Bills for Approval - December 9, 2022 Board Meeting

Kim Floyd Communications	12/2/2022	V43355-7	\$5,588.02			
				\$5,588.02	6670	
Larry's Tree Care, Inc.	10/28/2022	3134	\$2,200.00			
	12/6/2022	3157	\$550.00			
	12/6/2022	3158	\$700.00			
				\$3,450.00	6671	
Transfer to Sediment Removal Proj Fund	12/7/2022	For Registered Warrant #6404	\$26,707.36			
				\$26,707.36		
Bank of Stockton	12/12/2022	Registered Warrant No. 6404	\$26,707.36			
(Payment of Registered Warrant 6404)				\$26,707.36	RW6404	
Bank of Stockton Visa	11/12/2022	9/27/22-10/27/22	\$167.65	\$167.65		Online
State of California Payroll Taxes		10/31/22 and 11/15/22 Payroll	\$888.34	\$888.34		online
Federal Government Payroll Taxes		10/31/22 and 11/15/22 Payroll	\$4,171.08	\$4,171.08		online
Joe L. Bryson (Payroll)	11/1/2022	10/1/22-10/10/22	\$5,394.80	\$5,394.80		Direct Deposit
Hector Bryan Kendall (Payroll)	11/1/2022	10/16/22-10/31/22	\$519.21	\$519.21		Direct Deposit
Hector Bryan Kendall (Payroll)	11/16/2022	11/1/22-11/15/22	\$301.12	\$301.12		Direct Deposit
Roger Lamarra (Payroll)	11/1/2022	10/16/22-10/31/22	\$1,232.02	\$1,232.02		Direct Deposit
Roger Lamarra (Payroll)	11/16/2022	11/1/22-11/15/22	\$819.04	\$819.04		Direct Deposit
Joe Conrad Godinez, Jr. (Payroll)	11/1/2022	10/16/22-10/31/22	\$1,043.02	\$1,043.02		1561
Joe C. Godinez Sr. (Payroll)	11/1/2022	10/16/22-10/31/22	\$833.34	\$833.34		1562
California State Disbursement Unit	11/1/2022	Child Support	\$572.00	\$572.00		1563
(J Godinez Sr. Income Withholding)						
Joe Conrad Godinez, Jr. (Payroll)	11/16/2022	11/1/22-11/15/22	\$830.91	\$830.91		1564

Reclamation District 1608
Bills for Approval - December 9, 2022 Board Meeting

Joe C. Godinez Sr. (Payroll)	11/16/2022	11/1/22-11/15/22	\$558.56	\$558.56		1565	
California State Disbursement Unit	11/16/2022	Child Support	\$558.57	\$558.57		1566	
(J Godinez Sr. Income Withholding)							
U.S. Postal Service	11/28/2022	Yearly Fee	\$166.00	\$166.00		1567	
(for PO Box fee)							
		WARRANT TOTAL:		\$48,893.65			
		CHECKING TOTAL:		\$18,055.66			
		TOTAL BILLS PAID		\$66,949.31			