

**MEETING AGENDA FOR  
RECLAMATION DISTRICT NO. 1608  
BOARD OF TRUSTEES REGULAR MEETING  
8:00 A.M. MARCH 1, 2023**

**NEUMILLER & BEARDSLEE  
3121 WEST MARCH LANE, SUITE 100  
STOCKTON, CA 95219**

Call to Order.

Roll Call.

Agenda Items.

1. Public Comment. Under Government Code Section 54954.3, members of the public may address the Board on any issue in the District's jurisdiction. The public may address any item on the agenda as it is taken up.
2. Approval of Minutes. Minutes of the regular meeting of February 1, 2023.
3. Financial Report. Review, discuss, and accept financial report.
4. Audit. Accept Audit Report for year ended June 30, 2022.
5. Insurance. Approve Insurance Policy for 2023/2024 insurance year.
6. Workers Compensation Insurance. Approve Workers' Compensation Policy for 2023/2024 insurance year.
7. Prop 218 Assessment. Review, discuss, provide direction for Prop 218 outreach.
8. Emergency Operation Plan and Flood Contingency Map. Discussion and Possible Action to Approve Updates to District's Emergency Operation Plan and Flood Contingency Map
9. Engineer's Report. Request for directions and approvals.
  - a. Rock Slope Protection Project
  - b. Levee Maintenance
  - c. 2022-2023 Storm Update
  - d. Levee Encroachment Inspections
10. Levee Superintendent Report. Request for directions and approvals.
11. Report by Trustees on meetings attended and up coming meetings. Request for 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 Elvia Trujillo at 209/948-8200 during regular business hours, at least forty-eight hours prior to the time of the meeting.*

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

12. Report and possible action on Progress of Tasks Assigned at Previous Board Meetings.
13. Discussion and direction on Short-Term and Long-Range Goals.
14. District Calendar. Discussion and direction.
  - a. Next meeting April 5, 2023
15. Correspondence.
16. Approval of Bills.
17. Closed Session.
  - a. PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Title: Levee Superintendent
  - b. PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Title: District Secretary
18. Employee Contracts. Discussion and possible action regarding changes to Levee Superintendent and Secretary contracts.
19. 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.
20. Adjournment.

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**AGENDA PACKET  
RECLAMATION DISTRICT 1608  
MARCH 1, 2023**

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

# ITEM 2



**MINUTES OF THE REGULAR MEETING OF BOARD OF TRUSTEES**  
**FOR RECLAMATION DISTRICT 1608**  
**HELD ON WEDNESDAY, FEBRUARY 1, 2023**

A Regular Meeting of the Board of Trustees of Reclamation District 1608 was called to order at 8:00 a.m. by President Panzer on February 1, 2023, 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  
KIM FLOYD  
BOB BENTZ  
DOMINICK GULLI

1. **Public Comment.**

- Mr. Gulli reported on the Lower San Joaquin River Project and on SJAFCA's Prop 218 election.
- Mr. Bentz commented that during the recent storm, Feather River was closed due to fallen trees and expressed concern.

In response to the comments regarding fallen trees, President Panzer clarified that the District is in a good position for access to its levees during an emergency event, to which Mr. Neudeck concurred. President Panzer further clarified that the Board had previously determined that an inventory of trees would not be in the District's interest at this time as trees on homeowner property are to be maintained by the homeowner, not the District.

2. **Approval of Minutes.** Minutes of the regular meeting of January 4, 2023. The Trustees reviewed the draft minutes. Trustee Lofstrom requested that on Page 3, the last sentence of Section 5.B. be deleted. 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 January 4, 2023, be approved with requested amendment.

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. After review,

It was moved, seconded (D. MacDonnell/D. Lofstrom) and unanimously carried by the Board of Trustees of Reclamation District 1608 that the Final Financial Report presented at the February 1, 2023, meeting be approved.

4. **Ordinance 2023-01.** Adopt Ordinance 2023-01 Establishing Trustee Compensation for Meeting Attendance.

Attorney Andy Pinasco reported this ordinance is similar to the ordinances that have been adopted in the past years and proper noticing was done. Mr. Pinasco stated the increase cannot be more than five percent per year. Currently, the Trustees receive \$285.64 per meeting, with the adoption of this ordinance, the Trustees will receive an increase of \$14.28 resulting in \$299.92 per meeting. 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 2023 Board meeting. The Trustees discussed and agreed with the increase. President Panzer opened the hearing for public comment at 8:23 a.m. Mr. Bentz and Mr. Gulli opposed the pay increase. After further discussion, 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 2023-01 Establishing Trustee Compensation for Meeting Attendance be adopted.

5. **Audit.** Approve working draft of the Independent Auditor's Report for the year ended June 30, 2022 and authorize Trustee Official to sign Representation Letter.

Attorney Andy Pinasco presented this item. He discussed the draft copy of the Financial Statements and Independent Auditor's Report for the year ended June 30, 2022, and the representation letter from Croce, Sanguinetti & Vanderveen. He informed the Board he was in contact with the accountant and she complemented the District. The report has no findings and it is considered a clean report. In addition, the Special Districts Financial Report was submitted by the deadline and a copy was provided for review. Mr. Pinasco recommends approving the draft financial audit report and signing the representation letter. After review,

It was moved, seconded (D. MacDonnell/D. Lofstrom) and unanimously carried by the Trustees of Reclamation District 1608,

that the Draft Audit Report for the year ended June 30, 2022 be approved and authorized President Panzer to execute the Representation Letter with Croce, Sanguinetti & Vanderveen.

6. **Prop 218 Assessment.** Review, discuss, provide direction for Prop 218 outreach.  
Ms. Floyd reported on this item. She recommended having a representative from SJAFCA attend the Board meeting and report on the upcoming assessment. The Trustees agreed to invite SJAFCA and include this in next month's agenda.

As to the next newsletter, several topics were suggested, among which were:

- A storm recap and on how well the levees held up and the importance of replacing an existing assessment that is sunsetting soon.
- Update on the rock slope protection project.
- Bringing awareness to the public that the levees are for defense against flooding and not for recreation.

Ms. Floyd would like to see distribution of the next newsletter by mid-March. It was agreed that Trustee Lofstrom work with Ms. Floyd on the draft newsletter before it is presented to the Board for approval.

Ms. Floyd reported the stakeholder interviews were put on pause and will be starting again this month.

7. **Engineer's Report.** Discussion and possible action.

A. Rock Slope Protection Project.

Engineer Chris Neudeck reported on the status of the asphalt repairs that resulted from the Rock Slope Protection project. Due to weather related conditions, there were delays with the asphalt repairs and it was anticipated repairs would get started in the next two weeks.

B. Levee Maintenance.

Engineer Chris Neudeck reported bids were going out for the levee repairs related to the all-weather road surfacing in specific areas of the Southwest Quadrant levee reach. He referenced the Opinion of Probable Costs identified as Exhibit A of his Engineer's Report.

C. Review of Governor's Declaration of Emergency for Ongoing High-Water Event.

Engineer Chris Neudeck reported on the recent storms that caused flooding in several regions of the State. Fortunately, the District did not have anything that constituted an emergency but, with the levees being so saturated, Mr. Neudeck expressed concern about the next weather system due to the present water levels. He noted that Joe Bryson communicated very well during the process of monitoring the levees and was "Johnny on the spot." Also worth mentioning was how well San Joaquin County did in handling flood related issues. In addition,

Mr. Neudeck reviewed and discussed Governor Newsom's Proclamation of a State of Emergency which he included in his Engineer's Report as Exhibit B.

D. Levee and Encroachment Inspections.  
No report given.

8. **Emergency Operations Plan and Flood Contingency Map.** Discussion and Possible Action to Approve Updates to District's Emergency Operation Plan and Flood Contingency Map.

Attorney Andy Pinasco reported this item was brought back for additional review since it was not approved at the time the presentation took place due to lack of time. Additional edits were requested, and Mr. Neudeck will bring back a final draft for review at the next meeting. Emergency training for one Trustee is required for federal funding but it was felt that all three Trustees should receive the training which will be scheduled for the near future. It was requested this item be brought back to the next meeting.

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

Mr. Bryson provided an oral and written report. In addition to the items on his report, he informed the Board he would be leaving the meeting early to meet with representatives from the Department of Fish & Game and with KSN engineers for the annual inspection related to last year's subventions claim. Mr. Bryson commended his three part-time employees on doing a great job and on maintaining the levee clear of debris.

10. **Report by Trustees on Meetings attended and up-coming meetings.** Request for direction. No report.

11. **Report and possible action on Progress of Tasks Assigned at Previous Board Meetings.** No report.

12. **Discussion and direction on Short-Term and Long-Range Goals.** None

13. **District Calendar.** Discussion and direction.

a. Next Meeting is March 1, 2023.

14. **Correspondence.**

Mr. Pinasco reported the District received a response letter from the Department of Parks and Recreation regarding the aquatic invasive vegetation. There was discussion on the letter and on what type of response and schedule should be put together. Of concern are the nurseries that are on the channel island cuts that are creating problems. It was suggested that Mr. Eddie Hard be invited to the March or April meeting. In the event Mr. Hard is not available to attend the Board meetings, setting up an independent meeting was proposed. Andy Pinasco and Elvia Trujillo are to work together in reaching out to Mr. Hard.

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 for Approval presented at the February 1, 2023, Board Meeting be approved.

16. **Staff Reports.**

- (a) AB 1234 and AB 1661 Training provided by Neumiller & Beardslee.  
Mr. Pinasco reported he is working on putting together AB 1234 and AB 1661 training from 10:00 a.m. to 2:00 p.m. This training is required every 2 years. As soon as a date is scheduled for the training, Mr. Pinasco will be in contact with the Trustees. In the event there is a date conflict, this training can be taken elsewhere to satisfy the requirement.
- (b) **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 9:40 a.m.

Respectfully submitted,

Elvia Trujillo  
District Secretary

Reclamation District 1608  
Bills for Approval - February 1, 2023 Board Meeting

NAME	Date	INVOICE #	AMOUNT	TOTAL \$	WARRANT #	CHECK #	SUBVENTION FUND
Michael Panzer (2/1/2023 Board Mtg)	2/1/2023	Trustee Fee	\$285.64				
				<b>\$285.64</b>			
Dan MacDonnell (2/1/2023 Board Mtg)	2/1/2023	Trustee Fee	\$285.64				
				<b>\$285.64</b>			
Dottie Lofstrom (2/1/2023 Board Mtg)	2/1/2023	Trustee Fee	\$285.64				
				<b>\$285.64</b>			
Elvia Trujillo (January 2023 Services)	1/26/2023	Secretary Fee	\$978.75				
				<b>\$978.75</b>			
PG&E (Landview & Seagull)		0950847867-5	\$0.00				
PG&E (Stone River)		2999432760-8	\$13.89				
				<b>\$13.89</b>			
Neumiller & Beardslee	1/23/2023	337308	\$2,297.03				
				<b>\$2,297.03</b>			
Kjeldsen Sinnock & Neudeck	1/20/2023	34425	\$2,111.67				
	1/20/2023	34426	\$596.41				
	1/20/2023	34427	\$146.25				
	1/20/2023	34428	\$1,212.50				
	1/20/2023	34429	\$5,730.00				
	1/20/2023	34430	\$2,113.38				
				<b>\$11,910.21</b>			
BPM LLC	1/24/2023	53734	\$1,427.96				
				<b>\$1,427.96</b>			
Larry's Tree Care, Inc.	1/24/2023	3221	\$1,850.00				
				<b>\$1,850.00</b>			
Transfer to Sediment Removal Proj Fund	2/1/2023	For Registered Warrant #6406	\$26,832.02				
				<b>\$26,832.02</b>			

Reclamation District 1608  
Bills for Approval - February 1, 2023 Board Meeting

<i>Bank of Stockton</i>	2/6/2022	Registered Warrant No. 6406	\$26,832.02			
<i>(Payment of Registered Warrant 6406)</i>				<b>\$26,832.02</b>	<i>RW6406</i>	
Bank of Stockton Visa	12/30/2022	1/26/2022 - 12/27/2022	\$6,414.04	<b>\$6,414.04</b>		Online
State of California Payroll Taxes		12/31/22 and 1/15/23 Payroll	\$573.68	<b>\$573.68</b>		Online
Federal Government Payroll Taxes		12/31/22 and 1/15/23 Payroll	\$2,841.48	<b>\$2,841.48</b>		Online
Joe L. Bryson (Payroll)	12/30/2022	12/1/22 - 12/31/22	\$4,461.28	<b>\$4,461.28</b>		Direct Deposit
Roger Lamarra (Payroll)	12/30/2022	12/16/22-12/31/22	\$943.71	<b>\$943.71</b>		Direct Deposit
Roger Lamarra (Payroll)	1/13/2023	1/1/23-1/15/23	\$652.00	<b>\$652.00</b>		Direct Deposit
Roger Lamarra (Payroll)	1/18/2023	1/1/23-1/15/23 Correction	\$256.06	<b>\$256.06</b>		Direct Deposit
<i>(Correction Due to Error on Last Timesheet)</i>						
Ruby Jeff (Payroll)	12/30/2022	12/16/22-12/31/22	\$854.11	<b>\$854.11</b>		Direct Deposit
Ruby Jeff (Payroll)	1/13/2023	1/1/23-1/15/23	\$823.05	<b>\$823.05</b>		Direct Deposit
Joe C. Godinez Sr. (Payroll)	12/30/2022	12/16/22-12/31/22	\$401.87	<b>\$401.87</b>		1574
California State Disbursement Unit	12/30/2022	Child Support	\$401.87	<b>\$401.87</b>		1575
<i>(J Godinez Sr. Income Withholding)</i>						
Joe C. Godinez Sr. (Payroll)	1/13/2023	1/1/23-1/15/23	\$390.18	<b>\$390.18</b>		1576
California State Disbursement Unit	1/13/2023	Child Support	\$390.18	<b>\$390.18</b>		1577
<i>(J Godinez Sr. Income Withholding)</i>						
		<b>WARRANT TOTAL:</b>		<b>\$46,166.78</b>		
		<b>CHECKING TOTAL:</b>		<b>\$19,403.51</b>		
		<b>TOTAL BILLS PAID</b>		<b>\$65,570.29</b>		

# ITEM 3



**RECLAMATION DISTRICT 1608**  
**FINANCIAL REPORT - MARCH 1, 2023**  
**% OF FISCAL YEAR ELAPSED THROUGH END OF JANUARY 2023 - 66%**

Budget Item	Budget Amount	Expended MTD	Expended YTD	% YTD
<b>Operations &amp; Maintenance Expenses</b>				
O1 Levee Superintendent	\$75,000.00	\$8,338.00	\$60,210.00	80.28%
O2 Part Time Employees	35,000.00	5,737.50	46,220.00	132.06%
O3 Payroll Taxes and Expenses	25,000.00	1,352.21	10,819.40	43.28%
O4 Fences & Gates	25,000.00	0.00	230.50	0.92%
O5 Locks & Signs	1,000.00	0.00	0.00	0.00%
O6 Weed and Rodent Control & Clean up	10,000.00	0.00	18,323.04	183.23%
O7 Levee Repair Fund (General Operations & Maintenance)	30,000.00	2,056.64	21,455.13	71.52%
O8 Levee Repair Fund (Levee Capital Improvement Projects)	150,000.00	0.00	85,580.63	57.05%
O9 Pump System Maintenance	750.00	21.23	3,411.47	454.86%
O10 Wireless Services (Cell and Mobile Computer)	1,200.00	0.00	362.00	30.17%
O11 Garbage Service	4,000.00	468.17	2,864.60	71.62%
O12 District Vehicle (Fuel, Maintenance and Repairs)	7,500.00	300.00	5,698.84	75.98%
<b>TOTAL</b>	<b>\$364,450.00</b>	<b>\$18,273.75</b>	<b>\$255,175.61</b>	<b>70.02%</b>
<b>General Expenses</b>				
G1 Trustee Fees	\$13,000.00	\$856.92	\$7,997.92	61.52%
G2 Secretary Fees	12,000.00	1,075.00	6,505.00	54.21%
G3 Office Expenses (includes storage facility)	1,000.00	0.00	740.66	74.07%
G4 General Legal	30,000.00	0.00	16,028.49	53.43%
G5 Audit	5,000.00	0.00	0.00	0.00%
G6 County Administration Costs	6,000.00	0.00	5,098.07	84.97%
G7 Property and Liability Insurance	15,000.00	0.00	0.00	0.00%
G8 Workers Compensation Insurance	10,000.00	747.75	5,617.10	56.17%
G9 Election Costs	0.00	0.00	0.00	0.00%
G10 Newsletters & Public Communications	6,000.00	0.00	1,004.88	16.75%
G11 Registered Warrant Expenses	175,000.00	26,769.69 *	185,967.64	106.27%
<b>TOTAL</b>	<b>\$273,000.00</b>	<b>\$29,449.36</b>	<b>\$228,959.76</b>	<b>83.87%</b>
<b>Engineering Expenses</b>				
E1 General Engineering	\$20,000.00	\$1,341.90	\$17,596.21	87.98%
E2 Plan Review Engineering	25,000.00	243.75	6,098.55	24.39%
E3 Administration of Delta Levee Subventions Program	20,000.00	1,321.38	15,173.33	75.87%
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	1,553.75	20.72%
E6 Engineering, Mgmt & Inspection of Capital Imp. Projects	15,000.00	652.50	35,509.54	236.73%
E7 DWR 5 Year Plan	0.00	82.50	445.00	0.00%
E8 Assessment Engineering	2,500.00	0.00	3,266.44	130.66%
E9 Assessment Development	90,000.00	0.00	19,846.58	22.05%
<b>TOTAL</b>	<b>\$187,500.00</b>	<b>\$3,642.03</b>	<b>\$99,489.40</b>	<b>53.06%</b>
<b>Warrant Interest Expenses</b>				
Warrant Interest Expense	\$0.00	\$0.00	\$0.00	0.00%
<b>TOTAL</b>	<b>\$0.00</b>	<b>0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$824,950.00</b>	<b>\$51,365.14</b>	<b>\$583,624.77</b>	<b>70.75%</b>

\*Payment of Registered Warrant 6405

Budget Item	Anticipated Income	Income MTD	Income YTD	% YTD
<b>Income</b>				
Property Taxes	\$260,000.00	\$2,412.72	\$147,401.76	56.69%
Interest Income	2,000.00	\$2,471.00	4,735.00	236.75%
Assessments	298,000.00	0.00	164,067.00	55.06%
Subvention Reimbursement	195,000.00	0.00	0.00	0.00%
<b>Totals</b>	<b>\$755,000.00</b>	<b>\$4,883.72</b>	<b>\$316,203.76</b>	<b>41.88%</b>

<b>Cash On Hand</b>	
Cash Balance as of July 1, 2022	\$639,378.11
Revenues (YTD), as of January 31, 2023	\$295,286.54
Expenses (YTD), as of January 31, 2023	\$569,329.63
Fund Balance as of 2/21/2023	\$319,168.24
Proposed Warrants for 3/1/2023 Board Meeting	\$79,578.22
<b>TOTAL CASH</b>	<b>\$239,590.02</b>
Checking Account Balance as of 1/23/2023	\$19,021.22
<b>TOTAL CASH ON HAND</b>	<b>\$258,611.24</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
Interest (10/31/2021)		3.00	\$4,051.16
Interest (1/31/2022)		3.00	\$4,054.16
Interest (4/30/22)		3.00	\$4,057.16
Progress Billing No. 11 Transfer of Funds (5/5/2022)	\$82.12		\$3,975.04
Progress Billing No. 12 Transfer of Funds (6/28/22)	\$655.87		\$3,319.17
Progress Billing No. 13 Tranfer of Funds (6/1/2022)	\$454.50		\$2,864.67
Interest (7/31/22)		5.00	\$2,869.67
Progress Billing No. 14 Transfer of Funds (9/12/2022)	\$119.25		\$2,750.42
Interest (10/31/22)		7.00	\$2,757.42
Interest (1/31/23)		14.00	\$2,771.42

**SEDIMENT REMOVAL PROJECT 2020 - COUNTY ACCOUNT INFORMATION**

Date	Check No.	Description	Deposit	Withdrawal	Balance
11/5/2020	2137553	Bank of Stockton Check Payable to RD 1608 (For registered warrants: 6392, 6393, 6394, 6395, 6396, 6397, 6398, 6399, 6400, 6401, 6402, 6403, 6404, 6405, 6406, 6407, 6408, 6409, 6410, 6411 at \$25,000.00 each)	\$500,000.00		\$500,000.00
11/9/2020		Dixon Marine Services Progress Pay #4		\$489,751.63	\$10,248.37
1/21/2021		Interest	\$83.00		\$10,331.37
3/3/2021	2138247	Bank of Stockton Check Payable to RD 1608 (For registered warrants: 6455, 6456, 6457, 6458, 6459, 6460, 6461, 6462, 6463, 6464, 6465, 6466, 6467, 6468, 6469 at \$25,000.00 each)	\$375,000.00		\$385,331.37
3/8/2021		Port of Stockton Invoice Invoice 01-9012-2021 for Dredge Disposal		\$375,444.40	\$9,886.97
4/30/2021		Interest	\$121.00		\$10,007.97
7/31/2021		Interest	\$31.00		\$10,038.97
11/3/2021		Transfer from General Fund to Sediment Removal Fund	\$16,000.00		\$26,038.97
11/5/2021		Payment of Registered Warrant #6392 for \$25,812.50		\$25,812.50	\$226.47
10/31/2021		Interest	\$8.00		\$234.47
1/5/2022		Transfer from General Fund to Sediment Removal Fund	\$25,950.00		\$26,184.47
1/7/2022		Payment of Registered Warrant #6393		\$25,952.74	\$231.73
2/2/2022		Transfer from General Fund to Sediment Removal Fund	\$26,015.07		\$26,246.80
2/7/2022		Payment of Registered Warrant #6394		\$26,021.75	\$225.05
1/31/2022		Interest	\$6.00		\$231.05
3/2/2022		Transfer from General Fund to Sediment Removal Fund	\$26,077.40		\$26,308.45
3/7/2022		Payment of Registered Warrant #6395		\$26,084.08	\$224.37
4/6/2022		Transfer from General Fund to Sediment Removal Fund	\$26,155.31		\$26,379.68
4/11/2022		Payment of Registered Warrant #6396		\$26,161.99	\$217.69
4/30/2022		Interest	\$4.00		\$221.69
5/11/2022		Transfer from General Fund to Sediment Removal Fund	\$26,239.90		\$26,461.59
5/16/2022		Payment of Registered Warrant #6397		\$26,239.90	\$221.69
6/1/2022		Transfer from General Fund to Sediment Removal Fund	\$26,286.64		\$26,508.33
6/6/2022		Payment of Registered Warrant #6398		\$26,286.64	\$221.69
7/6/2022		Transfer from General Fund to Sediment Removal Fund	\$26,364.55		\$26,586.24
7/11/2022		Payment of Registered Warrant #6399		\$26,364.55	\$221.69
7/31/2022		Interest	\$15.00		\$236.69
8/3/2022		Transfer from General Fund to Sediment Removal Fund	\$26,426.88		\$26,663.57
8/10/2022		Payment of Registered Warrant #6400		\$26,431.34	\$232.23
9/7/2022		Transfer from General Fund to Sediment Removal Fund	\$26,504.79		\$26,737.02
9/12/2022		Payment of Registered Warrant #6401		\$26,498.12	\$238.90
10/5/2022		Transfer from General Fund to Sediment Removal Fund	\$26,560.45		\$26,799.35
10/10/2022		Payment of Registered Warrant #6402		\$26,567.12	\$232.23
11/2/2022		Transfer from General Fund to Sediment Removal Fund	\$26,629.45		\$26,861.68
11/10/2022		Payment of Registered Warrant #6403		\$26,636.13	\$225.55
12/7/2022		Transfer from General Fund to Sediment Removal Fund	\$26,707.36		\$26,932.91
12/14/2022		Payment of Registered Warrant #6404		\$26,711.82	\$221.09
1/4/2023		Transfer from General Fund to Sediment Removal Fund	\$26,769.69		\$26,990.78
1/9/2023		Payment of Registered Warrant #6405		\$26,774.14	\$216.64
2/1/2023		Transfer from General Fund to Sediment Removal Fund	\$26,832.02		\$27,048.66
2/3/2023		Payment of Registered Warrant #6406		\$26,825.34	\$223.32
3/1/2023		Transfer from General Fund to Sediment Removal Fund	\$26,894.35		\$27,117.67
3/6/2023		Payment of Registered Warrant #6407		\$26,894.35	\$223.32

SEDIMENT REMOVAL PROJECT 2020  
REGISTERED WARRANTS - 3/1/2023 BOARD MEETING

WARRANT DATED	REGISTERED WARRANT #	DATE REGISTERED	FOR PAYMENT OF	PRINCIPAL AMOUNT	INTEREST RATE	TOTAL		DATE CALLED
						INTEREST TO DATE	TOTAL PAYOFF AMOUNT	
11/04/20	6392	11/05/20	Dixon Marine Progress Pay #4	\$25,000.00	3.25%	\$812.50	\$25,812.50	11/5/2021
11/04/20	6393	11/05/20	Dixon Marine Progress Pay #4	\$25,000.00	3.25%	\$952.74	\$25,952.74	1/7/2022
11/04/20	6394	11/05/20	Dixon Marine Progress Pay #4	\$25,000.00	3.25%	\$1,021.75	\$26,021.75	2/7/2022
11/04/20	6395	11/05/20	Dixon Marine Progress Pay #4	\$25,000.00	3.25%	\$1,084.08	\$26,084.08	3/7/2022
11/04/20	6396	11/05/20	Dixon Marine Progress Pay #4	\$25,000.00	3.25%	\$1,161.99	\$26,161.99	4/11/2022
11/04/20	6397	11/05/20	Dixon Marine Progress Pay #4	\$25,000.00	3.25%	\$1,239.90	\$26,239.90	5/16/2022
11/04/20	6398	11/05/20	Dixon Marine Progress Pay #4	\$25,000.00	3.25%	\$1,286.64	\$26,286.64	6/6/2022
11/04/20	6399	11/05/20	Dixon Marine Progress Pay #4	\$25,000.00	3.25%	\$1,364.55	\$26,364.55	7/11/2022
11/04/20	6400	11/05/20	Dixon Marine Progress Pay #4	\$25,000.00	3.25%	\$1,431.34	\$26,431.34	8/10/2022
11/04/20	6401	11/05/20	Dixon Marine Progress Pay #4	\$25,000.00	3.25%	\$1,498.12	\$26,498.12	9/12/2022
11/04/20	6402	11/05/20	Dixon Marine Progress Pay #4	\$25,000.00	3.25%	\$1,567.12	\$26,567.12	10/10/2022
11/04/20	6403	11/05/20	Dixon Marine Progress Pay #4	\$25,000.00	3.25%	\$1,636.13	\$26,636.13	11/10/2022
11/04/20	6404	11/05/20	Dixon Marine Progress Pay #4	\$25,000.00	3.25%	\$1,711.81	\$26,711.81	12/14/2022
11/04/20	6405	11/05/20	Dixon Marine Progress Pay #4	\$25,000.00	3.25%	\$1,774.14	\$26,774.14	1/11/2023
11/04/20	6406	11/05/20	Dixon Marine Progress Pay #4	\$25,000.00	3.25%	\$1,825.34	\$26,825.34	2/3/2023
11/04/20	6407	11/05/20	Dixon Marine Progress Pay #4	\$25,000.00	3.25%	\$1,894.35	\$26,894.35	3/6/2023
11/04/20	6408	11/05/20	Dixon Marine Progress Pay #4	\$25,000.00	3.25%	\$1,894.35	\$26,894.35	
11/04/20	6409	11/05/20	Dixon Marine Progress Pay #4	\$25,000.00	3.25%	\$1,894.35	\$26,894.35	
11/04/20	6410	11/05/20	Dixon Marine Progress Pay #4	\$25,000.00	3.25%	\$1,894.35	\$26,894.35	
11/04/20	6411	11/05/20	Dixon Marine Progress Pay #4	\$25,000.00	3.25%	\$1,894.35	\$26,894.35	
				\$500,000.00		\$29,839.90	\$529,839.90	

03/03/21	6455	03/03/21	Port of Stockton	\$25,000.00	3.25%	\$1,631.68	\$26,631.68	
03/03/21	6456	03/03/21	Port of Stockton	\$25,000.00	3.25%	\$1,631.68	\$26,631.68	
03/03/21	6457	03/03/21	Port of Stockton	\$25,000.00	3.25%	\$1,631.68	\$26,631.68	
03/03/21	6458	03/03/21	Port of Stockton	\$25,000.00	3.25%	\$1,631.68	\$26,631.68	
03/03/21	6459	03/03/21	Port of Stockton	\$25,000.00	3.25%	\$1,631.68	\$26,631.68	
03/03/21	6460	03/03/21	Port of Stockton	\$25,000.00	3.25%	\$1,631.68	\$26,631.68	
03/03/21	6461	03/03/21	Port of Stockton	\$25,000.00	3.25%	\$1,631.68	\$26,631.68	
03/03/21	6462	03/03/21	Port of Stockton	\$25,000.00	3.25%	\$1,631.68	\$26,631.68	
03/03/21	6463	03/03/21	Port of Stockton	\$25,000.00	3.25%	\$1,631.68	\$26,631.68	
03/03/21	6464	03/03/21	Port of Stockton	\$25,000.00	3.25%	\$1,631.68	\$26,631.68	
03/03/21	6465	03/03/21	Port of Stockton	\$25,000.00	3.25%	\$1,631.68	\$26,631.68	
03/03/21	6466	03/03/21	Port of Stockton	\$25,000.00	3.25%	\$1,631.68	\$26,631.68	
03/03/21	6467	03/03/21	Port of Stockton	\$25,000.00	3.25%	\$1,631.68	\$26,631.68	
03/03/21	6468	03/03/21	Port of Stockton	\$25,000.00	3.25%	\$1,631.68	\$26,631.68	
03/03/21	6469	03/03/21	Port of Stockton	\$25,000.00	3.25%	\$1,631.68	\$26,631.68	
				\$375,000.00		\$24,475.17	\$399,475.17	

LEGEND  
PAID  
PROPOSED

	Registered Warrants	Interest	Principal + Interest
Subtotals	\$875,000.00	\$54,315.07	\$929,315.07
Total Amount Paid to Date	\$375,000.00	\$20,368.15	\$395,368.15
<b>Total Remaining Due as of 3/1/23</b>	<b>500,000.00</b>	<b>\$33,946.92</b>	<b>\$533,946.92</b>

# ITEM 4

**RECLAMATION DISTRICT NO. 1608**

FINANCIAL STATEMENTS  
AND  
INDEPENDENT AUDITOR'S REPORT

**JUNE 30, 2022**



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**CROCE, SANGUINETTI, & VANDER VEEN**

INC.

**CERTIFIED PUBLIC ACCOUNTANTS**

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CROCE, SANGUINETTI, & VANDER VEEN<sup>INC.</sup>

CERTIFIED PUBLIC ACCOUNTANTS

## Independent Auditor's Report

To the Board of Trustees  
**Reclamation District No. 1608**  
Stockton, California

### Opinions

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of **Reclamation District No. 1608** (the District) as of and for the year ended June 30, 2022 and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of **Reclamation District No. 1608**, as of June 30, 2022, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the State Controller's Minimum Audit Requirements for California Special Districts. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of **Reclamation District No. 1608**, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about **Reclamation District No. 1608's** ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.



## **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgement and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of **Reclamation District No. 1608's** internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgement, there are conditions or events, considered in the aggregate, that raise substantial doubt about **Reclamation District No. 1608's** ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

### **Required Supplementary Information**

The District has omitted Management's Discussion and Analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

Accounting principles generally accepted in the United States of America require that the statement of revenues, expenditures and changes in fund balance - budget and actual - governmental funds on pages 22 through 24 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplemental information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

*Croce, Sanguinetti, & Vander Veen, Inc.*

CROCE, SANGUINETTI, & VANDER VEEN, INC.  
Certified Public Accountants  
Stockton, California  
January 6, 2023

**RECLAMATION DISTRICT NO. 1608**

**Statement of Net Position**

June 30, 2022

	<u>Governmental activities</u>
<b>Assets</b>	
Cash and investments	\$ 667,538
Cash and investments - restricted	222
State assistance receivable - subventions	111,405
Prepaid insurance	10,653
Capital assets, net of accumulated depreciation of \$113,358	<u>51,593</u>
Total assets	<u>841,411</u>
<b>Deferred outflows of resources</b>	<u>-</u>
<b>Liabilities</b>	
Accounts payable	38,311
Payroll liabilities	9,873
Interest payable	33,644
Registered warrants payable	<u>700,000</u>
Total liabilities	<u>781,828</u>
<b>Deferred inflows of resources</b>	<u>-</u>
<b>Net position</b>	
Net investment in capital assets	51,593
Unrestricted	<u>7,990</u>
Total net position	<u><u>\$ 59,583</u></u>

The accompanying notes are an integral part of this financial statement.

**RECLAMATION DISTRICT NO. 1608**

**Statement of Activities**

For the year ended June 30, 2022

	<u>Expenses</u>	<u>Program revenues Operating grants and contributions</u>	Net (expenses) revenues and changes in net position <u>(deficit)</u>
<b>Governmental activities</b>			
Operations	\$ 436,446	\$ 129,745	\$ (306,701)
Interest on registered warrants	26,601	-	<u>(26,601)</u>
Net program (expenses) revenues			<u>(333,302)</u>
General revenues			
Assessments			298,813
Property taxes			261,280
Interest			1,630
Miscellaneous			<u>1,424</u>
Total general revenues			<u>563,147</u>
<b>Change in net position</b>			229,845
<b>Net position (deficit), beginning of year</b>			<u>(170,262)</u>
<b>Net position, end of year</b>			<u><u>\$ 59,583</u></u>

The accompanying notes are an integral part of this financial statement.

**RECLAMATION DISTRICT NO. 1608**

**Balance Sheet - Governmental Funds**

June 30, 2022

	<u>General Fund</u>
<b>Assets</b>	
<b>Assets</b>	
Cash and investments	\$ 667,538
Cash and investments - restricted	222
Prepaid insurance	<u>10,653</u>
Total assets	<u>\$ 678,413</u>
<b>Liabilities and Fund Balance</b>	
<b>Liabilities</b>	
Accounts payable	\$ 38,311
Payroll liabilities	<u>9,873</u>
Total liabilities	<u>48,184</u>
<b>Fund balance</b>	
Nonspendable:	
Prepaid insurance	10,653
Assigned to capital improvement	100,000
Unassigned	<u>519,576</u>
Total fund balance	<u>630,229</u>
Total liabilities and fund balance	<u>\$ 678,413</u>

The accompanying notes are an integral part of this financial statement.

RECLAMATION DISTRICT NO. 1608

Reconciliation of the Governmental Funds  
Balance Sheet to the Statement of Net Position

June 30, 2022

**Total fund balance - governmental funds** \$ 630,229

Amounts reported for governmental activities in the statement of net position (deficit) are different from those reported in the governmental funds because of the following:

State assistance receivable are not available to pay current period expenditures and, therefore, not reported in the governmental funds balance sheet. 111,405

Capital assets used in governmental activities are not current financial resources and, therefore, are not reported in the governmental funds balance sheet.

Capital assets	\$ 164,951	
Less accumulated depreciation	<u>(113,358)</u>	
	<u>\$ 51,593</u>	51,593

Interest payable on registered warrants payable does not require current financial resources, therefore, interest payable is not reported as a liability in the governmental funds balance sheet. (33,644)

Registered warrants payable are not due and payable in the current period and, therefore, are not reported in the governmental funds balance sheet. (700,000)

**Net position of governmental activities** \$ 59,583

The accompanying notes are an integral part of this financial statement.

RECLAMATION DISTRICT NO. 1608

Statement of Revenues, Expenditures and Changes  
in Fund Balance - Governmental Funds

For the year ended June 30, 2022

	<u>General fund</u>
<b>Revenues</b>	
Assessments	\$ 298,812
Property taxes	261,280
State assistance - subventions	148,176
State assistance - other	7,920
Interest	1,630
Miscellaneous	1,424
Total revenues	<u>719,242</u>
<b>Expenditures</b>	
Salaries and wages	133,283
Levee repairs and maintenance	90,986
Engineering	81,860
Legal and accounting fees	40,054
Insurance	21,546
Trustee fees	13,996
Payroll taxes	12,595
Secretary fees	11,556
Public relations	5,676
Fuel	4,568
County tax administration	4,059
County office expense	3,535
Utilities	2,221
Repairs and maintenance	2,136
Special projects	1,617
Telephone	1,135
Storage	880
Other taxes and fees	531
Office expense	478
Weed control	209
Capital outlay	10,223
Debt service	
Principal	175,000
Interest	7,560
Total expenditures	<u>625,704</u>
<b>Net change in fund balance</b>	93,538
<b>Fund balance, beginning of year</b>	<u>536,691</u>
<b>Fund balance, end of year</b>	<u>\$ 630,229</u>

The accompanying notes are an integral part of this financial statement.

**RECLAMATION DISTRICT NO. 1608**

**Reconciliation of the Statement of Revenues,  
Expenditures and Changes in Fund Balance -  
Governmental Funds to the Statement of Activities**

For the year ended June 30, 2022

<b>Net change in fund balance - governmental funds</b>	<b>\$ 93,538</b>
Amounts reported for governmental activities in the statement of activities are different because:	
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds until such time as they are considered a current financial resource.	(26,350)
Depreciation expense related to capital assets is recognized in the statement of activities, but is not reported in the funds.	(3,525)
Changes in interest payable are recorded as an expense in the statement of activities, but are not reported in the funds.	(19,041)
Governmental funds report capital outlay as expenditures while government activities record depreciation expense to allocate those expenditures over the life of the assets	10,223
The issuance of registered warrants payable is recorded as other financing sources in the governmental funds, and increases registered warrants payable in the statement of net position (deficit).	<u>175,000</u>
<b>Change in net position of governmental activities</b>	<b><u>\$ 229,845</u></b>

The accompanying notes are an integral part of this financial statement.



# RECLAMATION DISTRICT NO. 1608

## Notes to Financial Statements

June 30, 2022

### Note A - Summary of Significant Accounting Policies

This summary of significant accounting policies of Reclamation District No. 1608 (the District) is presented to assist in understanding the District's financial statements.

#### Description of the reporting entity

The District was formed in 1914 under Section 50000 et. seq. of Division 15 of the California State Water Code to provide drainage, irrigation and complete reclamation of lands within District boundaries. It is governed by a three-member board of trustees, each elected by the landowners to a four-year term.

District management considered all potential component units for inclusion in the reporting entity by applying the criteria set forth in accounting principles generally accepted in the United States of America. The District concluded that there are no potential component units which should be included in the reporting entity.

#### Government-wide financial statements

The government-wide financial statements (i.e., the Statement of Net Position (Deficit) and the Statement of Activities) report information on all of the activity of the primary government.

The statement of activities demonstrates the degree to which direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges paid by the recipients of goods or services offered by the programs and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes, assessments, and other receipts not classified as program revenues are presented as general revenues.

#### Fund financial statements

The fund financial statements provide information about the District's funds. The District has one type of fund (governmental), which is comprised of one major fund as follows:

General fund - This fund is established to account for resources devoted to financing the general services that the District performs. Property taxes, assessments and other sources of revenue used to finance the fundamental operations of the District are included in this fund. This fund is charged with all costs of operating the District for which a separate fund has not been established.

(Continued)

# RECLAMATION DISTRICT NO. 1608

## Notes to Financial Statements

June 30, 2022

### Note A - Summary of Significant Accounting Policies (Continued)

#### Measurement focus, basis of accounting, and financial statement presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period and apply to the current fiscal period. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on long-term debt, which are recognized as expenditures to the extent that they have matured.

Assessments and state assistance are considered to be susceptible to accrual and, therefore, have been recognized as revenues provided they were collected within 60 days of the end of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the District.

#### Budgetary accounting

The District does not adopt an appropriated budget and is not required to adopt such a budget by law. However, the District does adopt a non-appropriated budget annually, which is approved by the Board of Trustees.

#### Cash and investments

For the purpose of financial reporting “cash and investments” includes all demand and savings accounts and certificates of deposit or short-term investments with an original maturity of three months or less.

Restricted cash and investments consist of project funding agreements with the Department of Water Resources of the State of California.

(Continued)

# RECLAMATION DISTRICT NO. 1608

## Notes to Financial Statements

June 30, 2022

### Note A - Summary of Significant Accounting Policies (Continued)

#### Capital assets

All capital assets are valued at historical cost or estimated historical cost if actual historical cost is not available. The District's policy is to capitalize all assets with costs exceeding certain minimum thresholds and with useful lives exceeding two years. The District has elected not to retroactively capitalize infrastructure capital assets acquired prior to July 1, 2003, as allowed by GASB Statement No. 34.

GASB Statement No. 34 requires that all capital assets with limited useful lives be depreciated over their estimated useful lives. Depreciation has been provided on capital assets and is charged as an expense against operations each year. The total amount of depreciation taken over the years is reported on the balance sheet as a reduction in the book value of capital assets.

Depreciation is provided using the straight-line method which means the cost of the asset is divided by its expected useful life in years and the result is charged to expense each year until the asset is fully depreciated. The District has assigned the useful lives listed below to capital assets.

Buildings and structures	20 years
Improvements	20 years
Equipment	7-20 years
Vehicles	5 years

Major outlays for capital assets and improvements are capitalized as projects are constructed. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

#### Long-lived assets

Long-lived assets to be held and used are reviewed for impairment whenever events or changes in circumstances indicate that the related carrying amount may not be recoverable. When required, impairment losses on assets to be held and used are recognized based on the fair value of the asset. Long-lived assets to be disposed of are reported at the lower of carrying amount or fair value less costs to sell.

(Continued)

# RECLAMATION DISTRICT NO. 1608

## Notes to Financial Statements

June 30, 2022

### Note A - Summary of Significant Accounting Policies (Continued)

#### Net position

Equity in the financial statements is classified as net position and displayed in three components as follows:

- a. Net investment in capital assets - Consists of capital assets, net of accumulated depreciation and reduced by the outstanding balances of any borrowings that are attributable to the acquisition, construction or improvement of those assets.
- b. Restricted - Consists of restricted assets reduced by liabilities and deferred inflows of resources related to these assets.
- c. Unrestricted - Amounts not required to be reported in the other components of net position.

When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, then unrestricted resources as they are needed.

#### Fund balance

In the fund financial statements, fund balance for governmental funds is reported in classifications that comprise a hierarchy based primarily on the extent to which the District is bound to honor constraints on the specific purpose for which amounts in the funds can be spent. Fund balance is reported in five components: nonspendable, restricted, committed, assigned and unassigned.

Nonspendable - Amounts that cannot be spent because they are either not spendable in form or are legally or contractually required to be maintained intact.

Restricted - Amounts constrained regarding use from restrictions externally imposed by creditors, grantors, contributors, or laws or regulations of other governments or by restrictions imposed by law through constitutional provisions or enabling legislation.

Committed - Amounts constrained regarding use for specific purposes pursuant to requirements imposed by formal action of the District's highest level of decision-making authority.

(Continued)

# RECLAMATION DISTRICT NO. 1608

## Notes to Financial Statements

June 30, 2022

### Note A - Summary of Significant Accounting Policies (Continued)

Assigned - Amounts constrained by the District's intent to be used for specific purposes, but are neither restricted nor committed. The authority for assigning fund balance is expressed by the Board of Trustees, District manager or their designee.

Unassigned - Amounts that have not been restricted, committed or assigned to specific purposes within the general fund. The general fund is the only fund that reports a positive unassigned fund balance amount. Other governmental funds besides the general fund can only report a negative unassigned fund balance amount.

When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, then unrestricted resources (committed, assigned and unassigned) as they are needed. When unrestricted resources (committed, assigned and unassigned) are available for use it is the District's policy to use committed resources first, then assigned, and then unassigned as they are needed.

#### Assessments

Assessments are levied at the discretion of the Board of Trustees. The assessments are approved by a vote of the land owners pursuant to the requirements of the California Constitution Article XIII.C and XIII.D.

#### Property taxes

Property taxes were levied January 1, 2021, and were payable in two installments on December 10, 2021 and April 10, 2022. The County of San Joaquin bills and collects property taxes on behalf of the District.

#### Demand warrants

The District is authorized under the California State Water Code to issue demand warrants.

#### Fair value measurements

Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The District categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The fair value hierarchy categorizes the inputs to valuation techniques used to measure fair value into three levels based on the extent to which inputs used in measuring fair value are observable in the market.

(Continued)

# RECLAMATION DISTRICT NO. 1608

## Notes to Financial Statements

June 30, 2022

### Note A - Summary of Significant Accounting Policies (Continued)

Level 1 inputs are quoted prices (unadjusted) in active markets for identical assets or liabilities.

Level 2 inputs are inputs other than quoted prices included within Level 1 - that are observable for an asset or liability, either directly or indirectly.

Level 3 inputs are unobservable inputs for an asset or liability.

If the fair value of an asset or liability is measured using inputs from more than one level of the fair value hierarchy, the measurement is considered to be based on the lowest priority level input that is significant to the entire measurement.

#### Estimates

The preparation of the basic financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Actual results could differ from those estimates.

The state assistance receivable in the amount of \$111,405 as reported on the statement of net position as of June 30, 2022 represents management's estimates of reimbursable state assistance for subvention eligible expenses relative to the fiscal year ended June 30, 2022. Although considerable variability is inherent in this estimate, management believes that the accruals for state assistance receivable are adequate.

#### New accounting pronouncements

##### Standards adopted

In January 2020, the Governmental Accounting Standards Board (GASB) issued GASB Statement No. 92, *Omnibus 2020*. The objectives of this Statement is to enhance comparability in accounting and financial reporting and to improve the consistency of authoritative literature by addressing practice issues that have been identified during implementation and application of certain GASB statements. The District implemented the provisions of this Statement for the year ended June 30, 2022. The adoption of this statement had no impact on the District's financial statements.

**RECLAMATION DISTRICT NO. 1608**

**Notes to Financial Statements**

June 30, 2022

**Note B - Cash and Investments**

Cash and investments of the District as of June 30, 2022, consist of the following:

	<u>Carrying amount</u>	<u>Bank balance</u>	<u>Fair value</u>
<b>Unrestricted</b>			
<u>Deposits in commercial accounts</u>			
Public checking	\$ 25,295	\$ 25,295	\$ -
<u>Investment in external investment pool</u>			
San Joaquin County Treasurer	<u>642,243</u>	<u>-</u>	<u>642,243</u>
	<u>\$ 667,538</u>	<u>\$ 25,295</u>	<u>\$ 642,243</u>
<b>Restricted</b>			
<u>Investment in external investment pool</u>			
San Joaquin County Treasurer	<u>\$ 222</u>	<u>\$ -</u>	<u>\$ 222</u>
	<u>\$ 222</u>	<u>\$ -</u>	<u>\$ 222</u>

Deposit and Investment Policy

California statutes authorize special districts to invest idle, surplus, or reserve funds in a variety of credit instruments as provided for in the California Government Code, Section 53600. As specified in Government Code 53600.5, when investing, reinvesting, purchasing, acquiring, exchanging, selling or managing the District's funds, the primary objectives, in priority order, of the District's investment activities and of the District's investment policy shall be (1) safety, (2) liquidity, and (3) yield. It is the policy of the District to invest public funds in a manner to obtain the highest return obtainable with the maximum security while meeting the daily cash flow demands of the District as long as investments meet the criteria established by this policy for safety and liquidity and conform to all laws governing the investment of District funds.

The District is provided a broad spectrum of eligible investments under California Government Code Sections 53600-53609 (authorized investments), 53630-53686 (deposits and collateral), and 16429.1 (Local Agency Investment Fund). The District may choose to restrict its permitted investments to a smaller list of securities that more closely fits the District's cash flow needs and requirements for liquidity. The table below identifies the investment types that are authorized for the District by the California Government Code, Section 53600 (or District's investment policy, where more restrictive) that address interest rate risk, credit risk and concentration of credit risk.

(Continued)



# RECLAMATION DISTRICT NO. 1608

## Notes to Financial Statements

June 30, 2022

### Note B - Cash and Investments (Continued)

<u>Authorized Investment Type</u>	<u>Maximum Maturity</u>	<u>Maximum Percentage of Portfolio</u>	<u>Maximum Investment in One Issuer</u>
U.S. Treasury Bills, Notes, and Bonds	5 years	None	None
U.S. Government Agency Obligations	5 years	None	None
Repurchase Agreements	1 year	None	None
State Registered Warrants, Notes or Bonds	5 years	None	None
Bankers Acceptances	180 days	40%	30%
Commercial Paper	270 days	30%	10%
Time Deposit	1 year	30%	None
Medium Term Corporate Notes	3 years	30%	None
Mutual Funds	N/A	20%	10%
Bank Deposits	N/A	10%	10%
Local Agency Investment Fund (LAIF)	N/A	None	None
Local Government Investment Pools	N/A	None	None
Capital Asset Management Program	N/A	10%	None

The District complied with the provisions of California Government Code (or the District's investment policy, where more restrictive) pertaining to the types of investments held, institutions in which deposits were made and security requirements. The District will continue to monitor compliance with applicable statuses pertaining to public deposits and investments. The District does not maintain a formal investment policy.

#### Disclosures Relating to Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. One of the ways that the District manages its exposure to interest rate risk is by purchasing a combination of shorter term and longer-term investments and by timing cash flows from maturities so that a portion of the portfolio matures or comes close to maturity evenly over time as necessary to provide the cash flow and liquidity needed for operations.

(Continued)



**RECLAMATION DISTRICT NO. 1608**

**Notes to Financial Statements**

June 30, 2022

**Note B - Cash and Investments (Continued)**

Information about the sensitivity of the fair values of the District’s investments to market interest rate fluctuations is provided by the following table that shows the distribution of the District’s investments by maturity:

<u>Investment type</u>	<u>Total</u>	<u>Remaining maturity (in months)</u>					
		<u>12 months or less</u>	<u>13 - 24 months</u>	<u>25 - 36 months</u>	<u>37-48 months</u>	<u>49-60 months</u>	<u>More than 60 months</u>
San Joaquin County							
Treasurer	\$ 642,465	\$ 642,465	\$ -	\$ -	\$ -	\$ -	\$ -
	<u>\$ 642,465</u>	<u>\$ 642,465</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Disclosures Relating to Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Presented below is the minimum rating required by (where applicable) the California Government Code or the District’s investment policy, and the actual rating as of fiscal year end for each investment type.

<u>Investment Type</u>	<u>Amount</u>	<u>Minimum Legal Rating</u>	<u>Exempt From Disclosure</u>	<u>Rating as of Fiscal Year End</u>			
				<u>AAA</u>	<u>AA</u>	<u>A</u>	<u>Not Rated</u>
San Joaquin County							
Treasurer	\$ 642,465	N/A	\$ -	\$ -	\$ -	\$ -	\$ 642,465
Total	<u>\$ 642,465</u>	<u>N/A</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 642,465</u>

Concentration of Credit Risk

The District had no investment policy limiting the amount that can be invested in any one issuer beyond that stipulated by the California Government Code. The District’s investments are concentrated in external investment pools which are not subject to investment limits.

Custodial Credit Risk

Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposit or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty (e.g. broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The California Government Code and the District’s investment policy do not contain legal or policy requirements that

(Continued)

## RECLAMATION DISTRICT NO. 1608

### Notes to Financial Statements

June 30, 2022

#### Note B - Cash and Investments (Continued)

would limit the exposure to custodial credit risk for deposits or investments, other than the following provision for deposits. The California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the government unit). The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure District deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits.

As of June 30, 2022, the District's bank balance was \$25,295 and \$25,295 of that amount was insured by the Federal Deposit Insurance Corporation and collateralized as required by state law.

#### Investment in External Investment Pool

The District's investment in the San Joaquin County investment pool is managed by the San Joaquin County Treasurer and is stated at fair value or amortized cost, which approximates fair value. Cash held by the San Joaquin County Treasury is pooled with other County deposits for investment purposes by the County Treasurer in accordance with the investment policy of the County Treasurer (see County Treasurer's investment policy at <http://www.sjgov.org/treasurer/>). The Pool has established a treasury oversight committee to monitor and review the management of public funds maintained by the Pool. Participants' equity in the investment pool is determined by the dollar amount of the participant deposits, adjusted for withdrawals and distributed investment income. Investment income is prorated to individual funds based on their average daily cash balances. In accordance with applicable State laws, the San Joaquin County Treasurer may invest in derivative securities. However, at June 30, 2022, the San Joaquin County Treasurer's pooled investment fund contained no derivatives or other investments with similar risk profiles.

#### Fair value hierarchy

The District categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure fair value of the assets. Level 1 inputs are quoted prices in an active market for identical assets; Level 2 inputs are significant other observable inputs; and Level 3 inputs are significant unobservable inputs.

The District's investment in the County of San Joaquin Treasury Pool is classified as Level 2 and its value is based on the fair value factor provided by the Treasurer of the County of San Joaquin, which is calculated as the fair value divided by the amortized cost of the investment pool.

**RECLAMATION DISTRICT NO. 1608**

**Notes to Financial Statements**

June 30, 2022

**Note C - Capital Assets**

Capital asset activity for the year ended June 30, 2022 is as follows:

	<u>Balance</u> <u>July 1, 2021</u>	<u>Additions</u>	<u>Disposals</u>	<u>Balance</u> <u>June 30, 2022</u>
Depreciable capital assets				
Buildings and structures	\$ 22,897	\$ -	\$ -	\$ 22,897
Improvements	88,632	-	-	88,632
Equipment	15,880	10,223	-	26,103
Vehicles	<u>27,319</u>	<u>-</u>	<u>-</u>	<u>27,319</u>
Total depreciable capital assets	154,728	10,223	-	164,951
Less accumulated depreciation	<u>(109,833)</u>	<u>(3,525)</u>	<u>-</u>	<u>(113,358)</u>
Total depreciable capital assets, net	<u>44,895</u>	<u>6,698</u>	<u>-</u>	<u>51,593</u>
Total capital assets, net	<u>\$ 44,895</u>	<u>\$ 6,698</u>	<u>\$ -</u>	<u>\$ 51,593</u>

**Note D - Registered Warrants Payable**

The following is a summary of registered warrant transactions during the year ended June 30, 2022:

	<u>Balance</u> <u>July 1, 2021</u>	<u>Issued</u>	<u>Redeemed</u>	<u>Balance</u> <u>June 30, 2022</u>
Registered warrants	<u>\$ 875,000</u>	<u>\$ -</u>	<u>\$ (175,000)</u>	<u>\$ 700,000</u>

Registered warrants payable outstanding as of June 30, 2022 are drawn in favor of Bank of Stockton as follows:

<u>Warrant No.</u>	<u>Amount</u>	<u>Interest rate</u>	<u>Collateral</u>
Various	\$ 700,000	3.25%	Unsecured

Registered warrant debt service requirements to maturity are as follows:

<u>Year ending June 30,</u>	
2023	\$ -
2024	-
2025	<u>700,000</u>
Total	<u>\$ 700,000</u>

# RECLAMATION DISTRICT NO. 1608

## Notes to Financial Statements

June 30, 2022

### Note E - State Assistance

The District is participating in the California Delta Levee Maintenance Subventions Program. This program provides funding on a cost-share basis to local levee maintaining agencies for rehabilitation and maintenance of levees in the Delta. In addition, the District entered into a project funding agreement with the State of California Department of Water Resources for preparation of the five-year plan for the District.

### Note F - Joint Venture (Joint Powers Agreement)

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; risk of loss to employees; and natural disasters. In order to insure for risks of loss, the District participates in a joint venture under a joint powers agreement with the California Association of Mutual Water Companies Joint Powers Risk and Insurance Management Authority (JPRIMA). The relationship between the District and the JPRIMA is such that the JPRIMA is not a component unit of the District for financial reporting purposes. The JPRIMA arranges for and provides property, liability, crime, auto, and worker's compensation coverage for its member districts. Each member district pays a premium commensurate with the level of coverage requested and shares surpluses and deficits proportionate to their participation in the JPRIMA. The District's share of surpluses and deficits cannot be determined, although District management does not expect such amounts, if any, to be material in relation to the financial statements. As of June 30, 2022, the District's insurance coverage includes general liability insurance with liability limits of \$1,000,000 per occurrence and \$10,000,000 in the aggregate and commercial excess coverage with liability limits of \$3,000,000 per occurrence and \$3,000,000 in the aggregate.

### Note G - Governing Board

As of June 30, 2022, the three members of the District's Board of Trustees were as follows:

<u>Trustee</u>	<u>Term expires</u>
Dan MacDonnell	December 2025
Michael Panzer	December 2023
Dot Lofstrom	December 2023

### Note H - Contingencies

On March 11, 2020, the World Health Organization declared the outbreak of a coronavirus (COVID-19) a pandemic. Subsequent to the declaration of a pandemic, a variety of federal, state, and local governments have taken actions in response to the pandemic, which have ranged in jurisdiction, but are generally expected to result in a variety of negative economic consequences, the scope of which are not currently known or quantifiable. The duration and intensity of the impact of the coronavirus and resulting impact to the District is unknown.

**REQUIRED SUPPLEMENTAL INFORMATION**

**RECLAMATION DISTRICT NO. 1608**

**Statement of Revenues, Expenditures, and Changes in  
Fund Balance - Budget and Actual -  
Governmental Funds**

Year ended June 30, 2022

	General fund		
	Budgeted amounts <u>original/final</u>	<u>Actual amounts</u>	Variance with final budget positive/ <u>(negative)</u>
<b>Revenues</b>			
Assessments	\$ 298,000	\$ 298,812	\$ 812
Property taxes	210,000	261,280	51,280
State assistance - subventions	100,000	148,176	48,176
State assistance - other	14,500	7,920	(6,580)
Interest	5,000	1,630	(3,370)
Reimbursement/miscellaneous	<u>15,000</u>	<u>1,424</u>	<u>(13,576)</u>
Total revenues	<u>642,500</u>	<u>719,242</u>	<u>76,742</u>
<b>Expenditures</b>			
Salaries and wages	105,000	133,283	(28,283)
Levee repairs and maintenance	40,000	90,986	(50,986)
Engineering	102,100	81,860	20,240
Legal and accounting fees	40,000	40,054	(54)
Insurance	19,500	21,546	(2,046)
Trustee fees	10,000	13,996	(3,996)
Payroll taxes	25,000	12,595	12,405
Secretary fees	12,000	11,556	444
Public relations	5,000	5,676	(676)
Fuel	-	4,568	(4,568)
County tax administration	3,500	4,059	(559)
County office expense	2,000	3,535	(1,535)
Utilities	4,000	2,221	(1,779)
Repairs and maintenance	30,250	2,136	28,114
Special projects	15,000	1,617	13,383
Telephone	1,200	1,135	65
Storage	-	880	(880)
Other taxes and fees	-	531	(531)
Office expense	1,000	478	522
Weed control	7,500	209	7,291
Election cost	200	-	200
Capital outlay	-	10,223	(10,223)
Debt service			
Principal	175,000	175,000	-
Interest	<u>-</u>	<u>7,560</u>	<u>(7,560)</u>
Total expenditures	<u>598,250</u>	<u>625,704</u>	<u>(27,454)</u>

(Continued)

**RECLAMATION DISTRICT NO. 1608**

**Statement of Revenues, Expenditures, and Changes in  
Fund Balance - Budget and Actual -  
Governmental Funds (Continued)**

Year ended June 30, 2022

	General fund		
	Budgeted amounts <u>original/final</u>	<u>Actual amounts</u>	Variance with final budget positive/ (negative)
<b>Net change in fund balance</b>	44,250	93,538	49,288
<b>Fund balance, beginning of year</b>	<u>536,691</u>	<u>536,691</u>	<u>-</u>
<b>Fund balance, end of year</b>	<u>\$ 580,941</u>	<u>\$ 630,229</u>	<u>\$ 49,288</u>

The accompanying notes are an integral part of this financial statement.

## **RECLAMATION DISTRICT NO. 1608**

### **Notes to Required Supplemental Information**

June 30, 2022

The District prepares a budget annually which is approved by the Board of Trustees setting forth the contemplated fiscal requirements. The District's budget is maintained on the modified accrual basis of accounting. The results of operations are presented in the budget to actual schedule in accordance with the budgetary basis.

Reported budget amounts reflect the annual budget as originally adopted and the final adopted amounts. There were no amendments to the budget during the year ended June 30, 2022. The budget amounts are based on estimates of the District's expenditures and the proposed means of financing them. Actual expenditures for certain line items may vary significantly from the budget due to timing of such expenditures.



ITEM 13

## **SHORT TERM GOALS 2023**

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 San Joaquin Feasibility Project
6. Vegetation encroachments
7. Annual Levee Inspection.
8. Repair/Maintenance of Gates on Crown of Southwest Levee
9. Central Valley Flood Protection Plan
10. Revise District Website
11. Approve Emergency Operations Plan Update

## **LONG TERM GOALS**

1. Raising Elevation of South West Levee.
2. Prop 218 Assessment

ITEM 14

## **RD 1608: MASTER CALENDAR**

### **JANUARY**

### **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**

- 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:**

<b>Name</b>	<b>Term Commenced</b>	<b>Term Ends</b>
Dan MacDonnell	2021	First Friday of Dec 2025
Dottie Lofstrom	2021	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 16

Reclamation District 1608  
Bills for Approval - March 1, 2023 Board Meeting

NAME	Date	INVOICE #	AMOUNT	TOTAL \$	WARRANT #	CHECK #	SUBVENTION FUND
Michael Panzer (3/1/2023 Board Mtg)	3/1/2023	Trustee Fee	\$285.64				
				<b>\$285.64</b>	6690		
Dan MacDonnell (3/1/2023 Board Mtg)	3/1/2023	Trustee Fee	\$285.64				
				<b>\$285.64</b>	66981		
Dottie Lofstrom (3/1/2023 Board Mtg)	2/1/2023	Trustee Fee	\$285.64				
				<b>\$285.64</b>	6692		
Elvia Trujillo (February 2023 Services)	2/23/223	Secretary Fee	\$1,075.00				
				<b>\$1,075.00</b>	6693		
PG&E (Landview & Seagull)		0950847867-5	\$0.00				
PG&E (Stone River)		2999432760-8	\$21.23				
				<b>\$21.23</b>	6694		
Kjeldsen Sinnock & Neudeck	2/21/2023	34673	\$1,341.90				
	2/21/2023	34674	\$1,321.38				
	2/21/2023	34675	\$243.75				
	2/21/2023	34676	\$82.50				
	2/21/2023	34677	\$517.50				
	2/21/2023	34678	\$135.00				
				<b>\$3,642.03</b>	6695		
BPM LLC	2/22/2023	56920	\$763.52				
				<b>\$763.52</b>	6696		
Larry's Tree Care, Inc.	2/16/2023	3251	\$2,950.00				
				<b>\$2,950.00</b>	6697		
Calif. Assoc. of Mutual Water Companies	1/25/2023	2365	\$100.00				
				<b>\$100.00</b>	6698		
Holt of California	11/7/2022	X0144001	\$3,275.17				
				<b>\$3,275.17</b>	6699		

Reclamation District 1608  
Bills for Approval - March 1, 2023 Board Meeting

Reclamation District 1608	2/24/2023		\$40,000.00			
(Transfer to Checking Account)				<b>\$40,000.00</b>	6700	
Transfer to Sediment Removal Proj Fund	3/1/2023	For Registered Warrant #6407	\$26,894.35			
				<b>\$26,894.35</b>		
Bank of Stockton	3/6/2023	Registered Warrant No. 6407	\$26,894.35			
(Payment of Registered Warrant 6406)				<b>\$26,894.35</b>	RW6407	
Bank of Stockton Visa	2/8/2023	12/28/2022 - 1/27/2023	\$3,468.92	<b>\$3,468.92</b>		Online
State of California Payroll Taxes		1/31/23 and 2/15/23 Payroll	\$948.73	<b>\$948.73</b>		Online
Federal Government Payroll Taxes		1/31/23 and 2/15/23 Payroll	\$3,558.98	<b>\$3,558.98</b>		Online
Joe L. Bryson (Payroll)	1/31/2023	1/1/23 - 1/31/23	\$5,767.00	<b>\$5,767.00</b>		Direct Deposit
Roger Lamarra (Payroll)	1/31/2023	1/16/23-1/31/23	\$866.20	<b>\$866.20</b>		Direct Deposit
Roger Lamarra (Payroll)	2/15/2023	2/1/23-2/15/23	\$892.97	<b>\$892.97</b>		Direct Deposit
Ruby Jeff (Payroll)	1/31/2023	1/16/23-1/31/23	\$969.37	<b>\$969.37</b>		Direct Deposit
Ruby Jeff (Payroll)	2/15/2023	2/1/23-2/15/23	\$905.35	<b>\$905.35</b>		Direct Deposit
Joe C. Godinez Sr. (Payroll)	1/31/2023	1/16/23-1/31/23	\$365.41	<b>\$365.41</b>		1578
California State Disbursement Unit	1/31/2023	Child Support	\$365.40	<b>\$365.40</b>		1579
(J Godinez Sr. Income Withholding)						
Joe C. Godinez Sr. (Payroll)	2/15/2023	2/1/23-2/15/23	\$390.18	<b>\$390.18</b>		1580
California State Disbursement Unit	2/15/2023	Child Support	\$390.18	<b>\$390.18</b>		1581
(J Godinez Sr. Income Withholding)						
		<b>WARRANT TOTAL:</b>		<b>\$79,578.22</b>		
		<b>CHECKING TOTAL:</b>		<b>\$18,888.69</b>		
		<b>TOTAL BILLS PAID</b>		<b>\$98,466.91</b>		



# ITEM 18

## FOURTH AMENDED EMPLOYMENT CONTRACT

For Joe Bryson  
Reclamation District 1608

THIS CONTRACT is made, effective as of the 2nd day of March, 2022, by and between Reclamation District 1608, a reclamation district organized under the laws of the State of California (hereinafter called "Employer"), and Joe Bryson (hereinafter called "Employee").

The parties agree as follows:

### Section 1. **Duties**

A. **General.** Employer hereby employs Employee to perform the duties specified in Exhibit A attached hereto and incorporated herein.

### Section 2. **Term.**

A. The term of this Contract shall be indefinite, unless terminated as provided herein.

B. Nothing in this Contract shall prevent, limit or otherwise interfere with the right of Employee to resign at any time.

C. Employee in the position of Levee Superintendent serves at the will of the Employer and may be removed by Employer at any time with or without cause or notice.

### Section 3. **Salary.**

A. Employer agrees to pay Employee for Employee's duties as Levee Superintendent an hourly rate of Forty-Four Dollars (\$44.00) payable monthly, subject to usual and normal withholdings.

**Section 4. Performance Evaluation.** Employer shall review and evaluate the performance of Employee at least once annually. Such review shall include review of Employee's accomplishment of objectives and goals established by Employer.

**Section 5. Hours of Work.** Employee shall devote such hours as may be necessary to carry out the duties set forth in Exhibit A.

Section 6. **Vacation and Sick Leave.**

- A. Employee shall not earn vacation leave unless otherwise provided by California law.
- B. Employee shall accrue paid sick leave in accordance with California law.

Section 7. **Disability, Health and Life Insurance.** Employer shall not provide disability, health or life insurance for Employee.

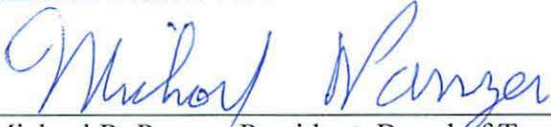
Section 8. **Retirement.** Employer shall not provide retirement benefits or pension benefits for Employee.

Section 9. **Reimbursement Expenses.** Employee will receive reimbursement for all sums necessarily incurred and paid by Employee in the performance of Employee's duties.

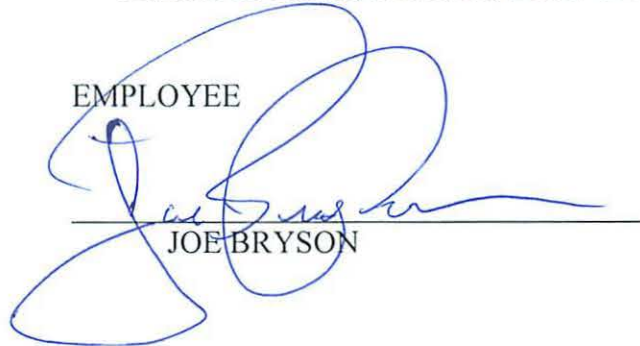
Section 10. **Indemnification.** Employer shall defend, save harmless and indemnify Employee in accordance with Division 3.6 of the California Government Code.

Section 11. **Unavailability.** If Employee should be temporarily unavailable (as, for example, because of illness) to perform Employee's duties, Employee shall inform Employer and the Engineer for Employer.

EMPLOYER  
Reclamation District 1608

By   
Michael R. Panzer, President, Board of Trustees

EMPLOYEE

  
JOE BRYSON

## SECOND AMENDED AGREEMENT FOR SECRETARIAL SERVICES

This Agreement is made as of the 2nd day of March, 2022 by and between RECLAMATION DISTRICT 1608, a reclamation district organized under the laws of California ("District"), and ELVIA TRUJILLO ("Secretary").

1) Retention of Secretary. District hereby retains Secretary to perform the duties of Secretary and Treasurer for District, on the terms and conditions specified herein. Secretary hereby agrees to perform the duties of Secretary and Treasurer for District, on the terms and conditions specified herein.

2) Duties to be Performed. Secretary shall perform all the normal and usual duties of Secretary and Treasurer, including without limitation, those specified in the California Water Code, and shall serve as recording Secretary to District. Records of the District may be kept by the Secretary, and/or the Attorney, for the District.

3) Specific Attendance at Meetings. Secretary shall (except that Secretary retains the right, in the event of irreconcilable schedule conflicts or absences, to substitute another person as recording Secretary), attend such meetings of the Board of Trustees of District, as may be requested.

4) Term. This Agreement shall commence on the date first above written, and shall continue indefinitely, except that District may terminate this Contract at any time, with or without cause, by written notice to Secretary, and shall have no liability for such termination except for services performed prior to termination. Secretary may terminate this Contract, at any time, by written notice to District at least thirty (30) days prior to termination, and shall have no liability for such termination.

5) Compensation.

- A. District shall pay Secretary for services performed, the sum of \$55.00 per hour worked, plus \$250 for each meeting in excess of one meeting per month.
- B. Vehicle allowance: Secretary shall not be paid mileage for use of Secretary's private vehicle, but instead shall receive a vehicle allowance of Eighty-Five Dollars (\$85.00) per month.

6) Reimbursement. District further agrees to reimburse Secretary for out-of-pocket expenses incurred by Secretary in performing services for District, including, but not limited to, copying costs, and long-distance telephone calls. For single expenses in excess of Two Hundred Fifty Dollars (\$250.00) District agrees to reimburse the provider thereof directly.

7) Status. Secretary is an independent contractor, and neither Secretary nor any individual(s) employed by Secretary is, are, or shall be an employee of District. Neither Secretary nor any individual employed by Secretary shall receive or be entitled to receive retirement or pension benefits, Public Employees Retirement System benefits, workers' compensation insurance coverage, health insurance coverage, or any other benefit from District except the compensation specified above.

8) Provision of Material. District shall provide Secretary, at District's sole cost and expense, agendas, notices, reports, and all other materials necessary to enable Secretary to carry out the duties of Secretary.

9) Notice. Except as otherwise expressly provided by law, any and all notices or other communication required or permitted by this Agreement or by law to be served on or delivered or given to a party by another party to this Agreement shall be in writing, and shall be deemed duly served, given, or delivered when personally delivered to the party to whom it is directed or, in lieu of such personal service, two (2) days after such written notice is deposited in the United States mail, First Class, postage pre-paid, addressed to the party at the address identified for that party in this Agreement. Any party may change their address for the purpose of this Paragraph by giving written notice of such change to each other party in the manner provided in this Paragraph.

District: RECLAMATION DISTRICT 1608  
P.O. Box 4857  
Stockton, CA 95204

Secretary: Elvia Trujillo  
12941 Sarayah Lane  
Harold, CA 95638

10) Excuse of Default. Should the performance of the obligations of any party under this Contract be prevented or delayed by act of God, war, civil insurrection, fire, flood, storm, strikes, lockouts, or by any law, regulation, or order of any federal, state, county, municipal authority, or by any other cause beyond the control of such party, such party's performance under this Agreement shall be excused to the extent it is so prevented or delayed.

11) No Other Relationship Created. Except as otherwise specifically set forth in this Contract, no partnership, joint venture, employment franchise, agency, corporation, association, or other relationship is intended to have been created between or among the parties as a result of this Agreement.

12) Assignment. Consultant shall not delegate, transfer, subcontract or assign its duties or rights hereunder, either in whole or in part, without District's prior written consent, and any attempt to do so shall be void and of no effect. District shall not be obligated or liable under this Agreement to any party other than Consultant.

13) Entire Agreement. This instrument contains the entire Agreement between District and Consultant with respect to the transactions contemplated herein. No other prior oral or written agreements are binding upon the parties. Amendments hereto or deviations herefrom shall be effective and binding only if made in writing and executed by District and Consultant.

14) Severability. If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, then such term or provision shall be amended to, and solely to, the extent necessary to cure such invalidity or

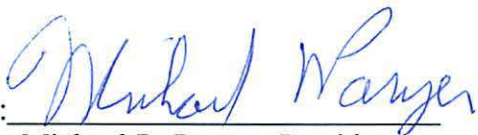
unenforceability, and in its amended form shall be enforceable. In such event, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.

15) Choice of Law. This Contract shall be governed by the procedural and substantive laws of the State of California.

16) Renegotiation of Contract. It is specifically provided that Secretary may renegotiate this Contract, including rates for services.

“DISTRICT”

RECLAMATION DISTRICT 1608

By:   
Michael R. Panzer, President  
Board of Trustees

“SECRETARY”

ELVIA TRUJILLO

By:   
Elvia Trujillo