

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

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

Call to Order.

Roll Call.

Agenda Items.

1. Public Comment. The public may comment on any matter within the District's jurisdiction that is not on the agenda. Matters on the agenda may be commented on by the public when the matter is taken up. All comments are limited to a maximum of 3 minutes for general public comments on items within the District's subject matter jurisdiction and 3 minutes before or during the Board's consideration of each agenda item, subject to the sole discretion of the Board President to allow additional time for a comment in accordance with Resolution 2019-04.
2. Approval of Minutes. Minutes of the October 4, 2023 District meeting.
3. Financial Report. Review, discuss, and accept financial report.
4. Engineer's Report. Request for directions and approvals.
5. Superintendent Report. Request for directions and approvals.
6. Meetings. Report by Trustees on meetings attended and up coming meetings. Request for direction.
7. Report and possible action on Progress of Tasks Assigned at Previous Board Meetings.
8. Discussion and direction on Short-Term and Long-Range Goals.
9. District Calendar. Discussion and direction.
  - a. Levee Tour – November 3, 2023
  - b. Next Meeting is December 6, 2023
10. Correspondence.
11. Approval of Bills.
12. 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.
13. Adjournment.

*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.*

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

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

# ITEM 2

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

1. **Public Comment.** There was no public comment.
2. **Approval of Minutes.** Minutes of the September 6, 2023 District Board meeting. The Trustees reviewed the draft 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 September 6, 2023, Regular Board Meeting, be approved as presented.

3. **Financial Report.** Review, discuss, and accept financial report. District Secretary Elvia Trujillo presented an oral and written report. She indicated the financial report from the last meeting had an incorrect fund balance of \$687,845.55 when it should have been \$92,354.24. The fund balance erroneously provided by staff at the Treasurer's office may have been for a different fund/different reclamation district. She was in communication with both the Treasurer's office and Auditor's office and the fund balance in this financial report has been confirmed. After further discussion,

It was moved, seconded (D. MacDonnell/D. Lofstrom) and unanimously carried by the Board of Trustees of Reclamation District 1608 that the Financial Report through the end of September 2023 be approved as presented.

4. **Trustee Election.** Report to Trustees that there will be no election due to the number of nomination forms received did not exceed number of Trustee positions available. Attorney Andy Pinasco reported there were no additional nomination petitions received and the District will not be holding an election this year. By December, the District will be receiving resolutions from the Board of Supervisors and Trustees will be sworn in.

5. **Engineer's Report.** Discussion and Possible Action on the following items.

I. **Proposition 218 New Assessment Procedure.**

A. Review status of Engineer's Report development and the hiring of Larson Wurzel & Associates (LWA) to assist in the assessment engineering and formation services for the District.

Engineer Chris Neudeck discussed the Prop 218 new assessment for RD 1608. As the District's engineer, he will be the main engineer for this project but is interested in hiring Larson Wurzel and Associates (LWA) as subconsultants to assist with the assessment engineering and formation services. Mr. Neudeck recommended in having LWA work on this project because they specialize in this type of work, they are highly efficient and accurate, and will be able to carry the project all the way through election. An added benefit of having LWA work on this project is their understanding of county assessments. Mr. Neudeck explained the engineer's report will be prepared as required by Prop 218 and will be co-signed by both KSN and LWA.

Mr. Neudeck then explained LWA's Phase I estimate at \$31,500 and Phase II estimate at \$134,850 and discussed what each phase consists of as described LWA's scope of work in Exhibit A and as listed below:

B. Phase I

1. Project management & attendance at meetings.
2. Identification & categorization of current and proposed level of service.
3. Preliminary rate analysis considering but not limited to:
  - a) Land Use types
  - b) Parcel Size
  - c) Structure type and size
  - d) Relative structure value
  - e) Flood Depths
  - f) Relative Structure and Content Flood Damage
4. Deliverable will consist of a technical memo outlining findings from the above analysis and proposed next steps.
5. Phase I estimate of services from LWA is \$31,550.

C. Phase II

1. Project management & attendance at meetings.
2. Formation of the proposed Assessment.
3. Preparation of Engineers Report.
4. Public Outreach support/Implementation (mailing, tabulation, & collection support).

5. Deliverable includes development of Board resolutions, Databases for outreach materials, public notices and ballots, tabulation of ballots & certification of procedure, & assistance with 1<sup>st</sup> year collection and coordination with SJCo.
6. Phase II estimate of services from LWA is \$134,850.

D. Seek Board of Trustees authorization for KSN Inc. to subcontract with LWA.

After further discussion,

It was moved, seconded (D. MacDonnell/D. Lofstrom) and unanimously carried by the Board of Trustees of Reclamation District 1608 to authorize Kjeldsen Sinnock & Neudeck to subcontract with Larson Wurzel & Associates to assist in the assessment engineering and formation services related to the new assessment for Proposition 218.

6. **Cal-Mutuals.** Discussion and Possible Action to Authorize District Secretary to submit ballot for the 2023 Annual Meeting of the California Association of Mutual Water Companies. Andy Pinasco reported the District is a member of the California Association of Mutual Water Companies (CalMutuals) due to its participation in their insurance program. CalMutuals will be holding their annual meeting to elect board of directors and is requesting that a ballot be submitted by the member agencies. Mr. Pinasco recommended the Board give approval to fill out the ballot, to select the Quorum Only box, and to authorize Board President to sign and submit the ballot. After review,

It was moved, seconded (D. MacDonnell/D. Lofstrom) and unanimously carried by the Board of Trustees of Reclamation District 1608 to authorize President Panzer to sign and to submit ballot for the 2023 Annual Meeting of the California Association of Mutual Water Companies.

7. **Fall Newsletter.** Discussion and direction.
  - a. Prop 218 information.

Attorney Andy Pinasco recommended tabling the newsletter discussion until the next meeting to allow Kim Floyd to be in attendance and to give recommendations.
8. **Superintendent Report.** Request for directions and approvals.
  - Joe Bryson provided an oral and written report. Please refer to the Levee Superintendent Report for the complete list of items.
  - Trustee Lofstrom discussed succession planning for Levee Superintendent.

9. **Meetings.** Report by Trustees on meetings attended and upcoming meetings. Request for direction. Trustee Lofstrom reported she attended the Prop 218 Ad Hoc meeting on September 6, 2023.
10. **Report and possible action on Progress of Tasks Assigned at Previous Board Meetings.** No Report.
11. **Discussion and direction on Short-Term and Long-Range Goals.** None.
12. **District Calendar.** Discussion and direction.
  - a. Next Meeting is November 1, 2023.
  - b. Change “Leve Tour” to “Planning of Levee Tour” in the calendar.
  - c. The levee tour was discussed and scheduled for Friday, November 3, at 8:00 a.m. at the Marina.
13. **Correspondence.**
  - a. DWR – 2023 Preseason Flood Coordination Meetings.  
Andy Pinasco reported the 2023 California Preseason Flood Coordination Meeting for San Joaquin County will be taking place on Wednesday, October 11 from 9:00 a.m. – 11:30 a.m. at Micke Grove Park’s Memorial Auditorium. Trustees Lofstrom and Trustee MacDonnell expressed interest in attending.
14. **Approval of Bills.** District Secretary Elvia Trujillo presented an oral and written report. She reported having received an additional invoice from PG&E in the amount of \$9.79 changing the warrant total from \$15.57 to \$25.36. After review,
 

It was moved, seconded (D. MacDonnell/D. Lofstrom) and unanimously carried by the Board of Trustees of Reclamation District 1608 that the list of Bills for Approval presented at the October 4, 2023, Board Meeting be approved with the added PG&E invoice.
15. **Staff Reports.** None.
  - (a) Attorney. The agenda for this meeting was posted on the window outside the meeting room at 3121 West March Lane, Stockton, California, at least seventy-two (72) hours preceding the meeting.
16. **Adjournment.** The meeting adjourned at 9:32 a.m.

Respectfully submitted,

Elvia C. Trujillo  
District Secretary

Acronyms Frequently Used

AC Repairs = Asphalt Concrete Repairs

CEQA = California Environmental Quality Act

District= Reclamation District 1608

DWR = Department of Water Resources

KSN = Kjeldsen, Sinnock & Neudeck

N&B = Neumiller & Beardslee

Prop 218 = Proposition 218

RD 1608 = Reclamation District 1608

SJAFCA = San Joaquin Area Flood Control Agency

USACE = United States Army Corps of Engineers



Reclamation District 1608  
Bills for Approval - October 4, 2023 Board Meeting

NAME	Date	INVOICE #	AMOUNT	TOTAL \$	WARRANT #	CHECK #	RATIFICATION
Michael Panzer (10/4/2023 Board Mtg)	10/4/2023	Trustee Fee	\$299.92				
				<b>\$299.92</b>	6759		
Dan MacDonnell (10/4/2023 Board Mtg)	10/4/2023	Trustee Fee	\$299.92				
				<b>\$299.92</b>	6760		
Dottie Lofstrom (10/4/2023 Board Mtg)	10/4/2023	Trustee Fee	\$299.92				
9/6/2023 Public Outreach Preparation	9/6/2023		\$299.92				
				<b>\$599.84</b>	6761		
Elvia Trujillo (September 2023 Services)	10/4/2023	Secretary Fee	\$1,178.91				
				<b>\$1,178.91</b>	6762		
PG&E (Landview & Seagull)	7/31/2023	0950847867-5	\$9.79				
PG&E (Stone River)	9/7/2023	2999432760-8	\$15.57				
				<b>\$25.36</b>	6763		
Neumiller & Beardslee	9/26/2023	344675	\$647.03				
				<b>\$647.03</b>	6764		
Kjeldsen, Sinnock & Neudeck	9/25/2023	36180	\$1,015.00				
	9/25/2023	36181	\$1,832.50				
	9/25/2023	36182	\$481.25				
	9/25/2023	36183	\$1,030.35				
	9/25/2023	36184	\$28.75				
	9/25/2023	36185	\$275.00				
	9/25/2023	36186	\$4,161.35				
				<b>\$8,824.20</b>	6765		
B&R Self Storage	9/18/2023	10019	\$1,000.00				
				<b>\$1,000.00</b>	6766		
Robert Burns Construction, Inc.	8/17/2023	Progress Pay No. 2	\$8,817.34				
				<b>\$8,817.34</b>	6767		

Reclamation District 1608  
Bills for Approval - October 4, 2023 Board Meeting

ADP, Inc.	9/1/2023	641379315	\$82.76	<b>\$82.76</b>	Online
ADP, Inc.	9/16/2023	642832017	\$79.91	<b>\$79.91</b>	Online
Bank of Stockton Visa	8/28/2023	7/27/23 - 8/27/23	\$9,421.77	<b>\$9,421.77</b>	Online
State of California Payroll Taxes		8/31/23 and 9/15/23 Payroll	\$554.82	<b>\$554.82</b>	Online
Federal Government Payroll Taxes		8/31/23 and 9/15/23 Payroll	\$3,222.20	<b>\$3,222.20</b>	Online
Joe L. Bryson (Payroll)	9/24/1913	8/1/23-8/31/23	\$5,016.89	<b>\$5,016.89</b>	Direct Deposit
Roger Lamarra (Payroll)	9/1/2023	8/16/23-8/31/23	\$910.83	<b>\$910.83</b>	Direct Deposit
Roger Lamarra (Payroll)	9/15/2023	9/1/23-9/15/23	\$812.65	<b>\$812.65</b>	Direct Deposit
Ruby Jeff (Payroll)	9/1/2023	8/16/2023-8/31/23	\$1,097.40	<b>\$1,097.40</b>	Direct Deposit
Ruby Jeff (Payroll)	9/15/2023	9/1/23-9/15/23	\$887.07	<b>\$887.07</b>	Direct Deposit
Joe C. Godinez Sr. (Payroll)	9/1/2023	8/16/23-8/31/23	\$684.82	<b>\$684.82</b>	1603
California State Disbursement Unit (J Godinez Sr. Income Withholding)	9/1/2023	Child Support	\$330.00	<b>\$330.00</b>	ADP Processed
Joe C. Godinez Sr. (Payroll)	9/15/2023	9/1/23-9/15/23	\$539.51	<b>\$539.51</b>	1604
California State Disbursement Unit (J Godinez Sr. Income Withholding)	9/15/2023	Child Support	\$330.00	<b>\$330.00</b>	ADP Processed
		<b>WARRANT TOTAL:</b>		<b>\$21,692.52</b>	
		<b>CHECKING TOTAL:</b>		<b>\$23,970.63</b>	
		<b>TOTAL BILLS PAID</b>		<b>\$45,663.15</b>	

# ITEM 3

**RECLAMATION DISTRICT 1608**  
**FINANCIAL REPORT - NOVEMBER 1, 2023**  
**% OF FISCAL YEAR ELAPSED THROUGH END OF OCTOBER 2023 - 33.33%**

Budget Item	Budget Amount	Expended MTD	Expended YTD	% YTD
<b>Operations &amp; Maintenance Expenses</b>				
O1 Levee Superintendent	\$80,000.00	\$8,017.35	\$31,525.45	39.41%
O2 Part Time Employees	45,000.00	5,120.05	25,709.55	57.13%
O3 Payroll Taxes and Expenses	15,000.00	1,559.53	3,320.73	22.14%
O4 Fences & Gates	2,500.00	0.00	0.00	0.00%
O5 Locks & Signs	1,000.00	0.00	0.00	0.00%
O6 Weed and Rodent Control & Clean up	15,000.00	130.80	4,547.78	30.32%
O7 Levee Repair Fund (General Operations & Maintenance)	30,000.00	6,923.39	20,610.95	68.70%
O8 Levee Repair Fund (Levee Capital Improvement Projects)	150,000.00	0.00	245,826.63	163.88%
O9 Pump System Maintenance	1,000.00	0.00	41.00	4.10%
O10 Wireless Services (Cell and Mobile Computer)	750.00	106.06	504.65	67.29%
O11 Garbage Service	5,000.00	444.15	1,491.45	29.83%
O12 District Vehicle (Fuel, Maintenance and Repairs)	5,000.00	351.32	1,075.00	21.50%
<b>TOTAL</b>	<b>\$350,250.00</b>	<b>\$22,652.65</b>	<b>\$334,653.19</b>	<b>95.55%</b>
<b>General Expenses</b>				
G1 Trustee Fees	\$13,000.00	\$1,199.68	\$4,198.88	32.30%
G2 Secretary Fees	12,000.00	1,341.51	4,009.76	33.41%
G3 Office Expenses (includes storage facility)	1,000.00	*	(750.00)	57.48%
G4 General Legal	30,000.00	1,775.16	4,792.37	15.97%
G5 Audit	5,500.00	0.00	240.00	4.36%
G6 County Administration Costs	6,000.00	0.00	0.00	0.00%
G7 Property and Liability Insurance	24,000.00	0.00	0.00	0.00%
G8 Workers Compensation Insurance	10,000.00	836.66	3,346.64	33.47%
G9 Election Costs	30,000.00	0.00	0.00	0.00%
G10 Newsletters & Public Communications	0.00	0.00	0.00	0.00%
G11 Registered Warrant Expenses	175,000.00	**	27,315.07	15.61%
<b>TOTAL</b>	<b>\$306,500.00</b>	<b>\$31,718.08</b>	<b>\$44,477.54</b>	<b>14.51%</b>
<b>Engineering Expenses</b>				
E1 General Engineering	\$20,000.00	\$0.00	\$4,895.05	24.48%
E2 Plan Review Engineering	25,000.00	0.00	917.50	3.67%
E3 Administration of Delta Levee Subventions Program	20,000.00	0.00	6,160.38	30.80%
E4 Periodic Levee Property Inspections and Surveys	0.00	0.00	0.00	0.00%
E5 Routine Levee Maintenance Consultation	3,500.00	0.00	1,770.00	50.57%
E6 Engineering, Mgmt & Inspection of Capital Imp. Projects	35,000.00	0.00	17,426.18	49.79%
E7 DWR 5 Year Plan	0.00	0.00	0.00	0.00%
E8 Assessment Engineering	4,000.00	0.00	4,097.18	102.43%
E9 Assesment Development	90,000.00	0.00	1,347.85	1.50%
<b>TOTAL</b>	<b>\$197,500.00</b>	<b>\$0.00</b>	<b>\$36,614.14</b>	<b>18.54%</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>\$854,250.00</b>	<b>\$54,370.73</b>	<b>\$415,744.87</b>	<b>48.67%</b>

\* Payments from: RD 828 \$250; RD 1614 \$250; RD 2126 \$250

\*\* Payment of Registered Warrant 6408 (9/11/2023)

Budget Item	Anticipated Income	Income MTD	Income YTD	% YTD
<b>Income</b>				
Property Taxes	\$260,000.00	\$0.00	\$3,652.13	1.40%
Interest Income	4,000.00	0.00	3,521.62	88.04%
Assessments	298,000.00	0.00	20.76	0.01%
Subvention Reimbursement	130,000.00	0.00	133,352.00	102.58%
<b>Totals</b>	<b>\$692,000.00</b>	<b>\$0.00</b>	<b>\$140,546.51</b>	<b>20.31%</b>

\* \$133,352.00 Subventions Reimbursement FY 2021/2022

\* \$\_\_\_\_\_ Subventions Reimbursement FY 2022/2023

#### Cash On Hand

Cash Balance as of July 1, 2023	\$334,949.34
Revenues (YTD), as of September 30, 2023	141,737.88
Expenses (YTD), as of September 30, 2023	384,332.98

Fund Balance as of 10/23/2023	\$70,611.72
Proposed Warrants for 11/1/23 Board Meeting	\$34,863.71
<b>TOTAL CASH</b>	<b>\$35,748.01</b>

Checking Account Balance as of 10/22/2023	\$26,848.58
<b>TOTAL CASH ON HAND</b>	<b>\$62,596.59</b>

#### Reserves

Board-Designated Reserve (For District Operations Only)	100,000.00
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5-Year Plan PFA	Transfers	Interest	\$37,500.00
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
Interest (4/30/23)		20.00	\$2,791.42
Interest (7/31/2023)		24.00	\$2,815.42
Progress Billing No. 15 Transfer of Funds (7/7/2023)	\$59.62		\$2,755.80
Progress Billing No. 16 Transfer of Funds (9/15/2023)	\$1,191.37		\$1,564.43

# ITEM 8

## **SHORT TERM GOALS 2023**

1. Renewal of District Assessment.
2. Participate in stakeholder groups. Status: Ongoing.
3. Work on slumping areas.
4. Monitor San Joaquin Feasibility Project
5. Vegetation encroachments
6. Annual Levee Inspection.
7. Repair/Maintenance of Gates on Crown of Southwest Levee
8. Central Valley Flood Protection Plan
9. Revise District Website
10. Approve Emergency Operations Plan Update
11. All-Weather Road Resurfacing

## **LONG TERM GOALS**

1. Raising Elevation of Southwest Levee.
2. Prop 218 Assessment
3. Sediment Removal Project.

# ITEM 9



## **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
- Planning of Levee Tour
- Annual CEQA Exemption
- Subventions Resolution

### **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 2022 (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 11

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

NAME	Date	INVOICE #	AMOUNT	TOTAL \$	WARRANT #	CHECK #	RATIFICATION
Michael Panzer (11/1/2023 Board Mtg)	11/1/2023	Trustee Fee	\$299.92				
				<b>\$299.92</b>			
Dan MacDonnell (11/1/2023 Board Mtg)	11/1/2023	Trustee Fee	\$299.92				
10/11/23 Preseason Flood Coordination Mtg	10/11/2023	Trustee Fee	\$299.92				
				<b>\$599.84</b>			
Dottie Lofstrom (11/1/2023 Board Mtg)	10/4/2023	Trustee Fee	\$299.92				
10/11/23 Preseason Flood Coordination Mtg	10/11/2023	Trustee Fee	\$299.92				
				<b>\$599.84</b>			
Elvia Trujillo (October 2023 Services)	10/4/2023	Secretary Fee	\$1,341.51				
				<b>\$1,341.51</b>			
PG&E (Landview & Seagull)		0950847867-5	\$0.00				
PG&E (Stone River)		2999432760-8	\$0.00				
				<b>\$0.00</b>			
Neumiller & Beardslee	10/17/2023	344871	\$1,775.16				
				<b>\$1,775.16</b>			
Kjeldsen, Sinnock & Neudeck			\$0.00				
				<b>\$0.00</b>			
BPM	9/18/2023	101010	\$247.44				
				<b>\$247.44</b>			
Reclamation District 1608	11/1/2023	Transfer to Checking	\$30,000.00				
(Transfer to Checking Account)				<b>\$30,000.00</b>			
ADP, Inc.	9/30/2023	643458515	\$82.76	<b>\$82.76</b>		Online	
ADP, Inc.	10/15/2023	644614790	\$79.91	<b>\$79.91</b>		Online	

