

**MINUTES OF THE REGULAR MEETING OF BOARD OF TRUSTEES
FOR RECLAMATION DISTRICT 1608
HELD ON WEDNESDAY, SEPTEMBER 6, 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 September 6, 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
BOB BENTZ
GLENN PRASAD (SJAFCA)

1. **Public Comment.**

- Glenn Prasad from the San Joaquin Area Flood Control Agency commented the SJAFCA meeting to go over the Supplemental Environmental Impact Report for Reach TS30L will be taking place on September 29th at 9:00 a.m.

2. **Approval of Minutes.** Minutes of the July 26, 2023 District Board meeting. The Trustees reviewed the draft minutes. After review,

It was moved, seconded (D. MacDonnell/M. Panzer) and unanimously carried by the Board Trustees of Reclamation District 1608, that the minutes of the July 26, 2023, Regular Board Meeting, be approved as presented.

3. **Financial Report.** Review, discuss, and accept financial report. District Secretary Elvia Trujillo presented oral and written reports. The final report for Fiscal Year 2022-2023 was presented. The financial report through the end of August 2023 was also presented along with registered warrants pay off information. After review,

It was moved, seconded (D. MacDonnell/M. Panzer) and unanimously carried by the Board of Trustees of Reclamation District 1608 that the Final Report for Fiscal year 2022-2023 be approved as presented.

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

4. **Audit.** Approve representation letters from Croce, Sanguinetti & Vander Veen to perform the District's Audit for the year ended June 30, 2023, and submit the Special District Financial Transactions Report and authorize District Official to execute the representation letters. Attorney Andy Pinasco reported on this item and noted there were two contracts. The contract amount for audit services for the fiscal year ended June 30, 2023, is not to exceed \$6,100. The contract amount in preparing the Special Districts Financial Transaction Report for the year ended June 30, 2023 is not to exceed \$550. The total to perform the audit and special districts financial report is \$6,650. Mr. Pinasco indicated RD 1608 is a little more than a typical ag district and these are reports that need to be done to make sure that money is being spent as it should be. After discussion,

It was moved, seconded (D. Lofstrom/D. MacDonnell) and unanimously carried by the Board of Trustees of Reclamation District 1608, that Audit Contract and the Special District Financial Transaction Report Contract from Croce, Sanguinetti & Vander Veen be approved.

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

I. **AB 360 Delta Levee Subventions Program.**

A. Review the status of the placement of all-weather road surfacing in specific areas of the levee reach along the Southwest Quadrant.

Chris Neudeck gave an update on the road repairs done by Burns Construction along the levee crown roadway in the total amount of \$176,346.88. Mr. Neudeck referenced the progress payment information in Exhibit A and the daily field report photo summary in Exhibit B. He reported the project went well with one exception. There was a leak in the irrigation line at Dr. Lowe's property and that is in the process of being repaired.

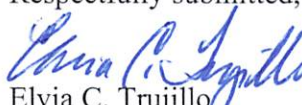
II. **Proposition 218 New Assessment Procedure.**

A. Review status of planning effort and schedule of Board committee to review progress. Mr. Neudeck reported that following this Board meeting, the committee meeting with the consultants would be taking place at 10:00 to reinitiate moving forward with the Prop 218 new assessment project.

Mr. Neudeck also gave an update on the Levee Maintenance Subventions Program and reported this year the program is in its final year of authorized funding. At this point, there is uncertainty as to the outcome of the bond measure. Mr. Neudeck will be attending meetings related to this issue and will keep the Board informed.

6. **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.
7. **Meetings.** Report by Trustees on meetings attended and upcoming meetings. Request for direction.
Mr. Neudeck reported the Preseason Flood meeting will be taking place sometime in October and that is one meeting the Trustees may want to attend.
8. **Report and possible action on Progress of Tasks Assigned at Previous Board Meetings.**
No report.
9. **Discussion and direction on Short-Term and Long-Range Goals.**
Andy Pinasco reported the Short-Term and Long-Range Goals were revised as requested at the last meeting.
10. **District Calendar.** Discussion and direction.
 - a. Next Meeting is October 4, 2023.
Fall newsletter – There was discussion of having a newsletter go out before the end of the year with Prop 218 information.
11. **Correspondence.** None.
12. **Approval of Bills.** District Secretary Elvia Trujillo presented an oral and written report. 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 September 6, 2023, Board Meeting be approved.
13. **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.
14. **Adjournment.** The meeting adjourned at 8:47 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 - September 6, 2023 Board Meeting

NAME	Date	INVOICE #	AMOUNT	TOTAL \$	WARRANT #	CHECK #	RATIFICATION
Michael Panzer (9/6/2023 Board Mtg)	9/6/2023	Trustee Fee	\$299.92				
				\$299.92	6748		
Dan MacDonnell (9/6/2023 Board Mtg)	9/6/2023	Trustee Fee	\$299.92				
				\$299.92	6749		
Dottie Lofstrom (9/6/2023 Board Mtg)	9/6/2023	Trustee Fee	\$299.92				
				\$299.92	6750		
Elvia Trujillo (August 2023 Services)	8/29/2023	Secretary Fee	\$1,489.34				
				\$1,489.34	6755		
PG&E (Landview & Seagull)	7/31/2023	0950847867-5	\$0.00				
PG&E (Stone River)	9/7/2023	2999432760-8	\$41.00				
				\$41.00	6751		
Neumiller & Beardslee	8/15/2023	344269	\$1,336.98				
				\$1,336.98	6752		
Kjeldsen, Sinnock & Neudeck	7/24/2023	35770	\$766.03				
	7/24/2023	35771	\$317.50				
	7/24/2023	35772	\$853.75				
	7/24/2023	35773	\$4,732.50				
	7/24/2023	35774	\$872.50				
	8/18/2023	35966	\$1,900.00				
	8/18/2023	35967	\$1,528.00				
	8/18/2023	35968	\$72.50				
	8/18/2023	35969	\$3,615.93				
	8/18/2023	35970	\$68.75				
	8/18/2023	35971	\$3,879.83				
	8/18/2023	35972	\$217.50				
				\$18,824.79	6753		
Croce Sanguinetti & Vander Veen	8/11/2023	18150	\$240.00				
(Prep of Local Govt Comp Report for 2022)				\$240.00	6754		

Reclamation District 1608
Bills for Approval - September 6, 2023 Board Meeting

FORD Construction Co., Inc.	8/11/2023	Pogress Pay No. 3	\$7,729.75			
				\$7,729.75	6756	
Robert Burns Construction, Inc.	8/17/2023	Progress Pay No. 1	\$167,529.54			
				\$167,529.54	6757	
Reclamation District 1608	9/6/2023	Tranfer to Checking Acct	\$40,000.00			
(Transfer to Checking Account)				\$40,000.00	6758	
Transfer to Sediment Removal Proj Fund	9/6/2023	For Registered Warrant #6408	\$27,315.07			
				\$27,315.07		
Bank of Stockton	9/11/2023	Registered Warrant No. 6408	\$27,315.07			
(Payment of Registered Warrant 6406)				\$27,315.07	RW6408	
ADP, Inc.	8/11/2023	639332827	\$85.61	\$85.61		Online
ADP, Inc.	8/18/2023	640343386	\$82.72	\$82.72		Online
Bank of Stockton Visa	7/31/2023	6/27/2023 to 7/27/2023	\$6,998.93	\$6,998.93		Online
State of California Payroll Taxes		7/30/23 and 8/15/23 Payroll	\$819.00	\$819.00		Online
Federal Government Payroll Taxes		7/30/23 and 8/15/23 Payroll	\$4,456.04	\$4,456.04		Online
Joe L. Bryson (Payroll)	7/31/2023	7/1/23-7/31/23	\$5,828.05	\$5,828.05		Direct Deposit
Roger Lamarra (Payroll)	8/1/2023	7/16/23-7/31/23	\$1,044.70	\$1,044.70		Direct Deposit
Roger Lamarra (Payroll)	8/15/2023	8/1/23-8/15/23	\$1,035.77	\$1,035.77		Direct Deposit
Ruby Jeff (Payroll)	8/1/2023	7/16/2023-7/31/23	\$804.76	\$804.76		Direct Deposit
Ruby Jeff (Payroll)	8/15/2023	8/1/23-8/15/23	\$1,051.67	\$1,051.67		Direct Deposit
Joe C. Godinez Sr. (Payroll)	8/1/2023	7/16/23-7/31/23	\$521.64	\$521.64		1599
California State Disbursement Unit	8/1/2023	Child Support	\$521.64	\$521.64		ADP Processed
(J Godinez Sr. Income Withholding)						

Reclamation District 1608
Bills for Approval - September 6, 2023 Board Meeting

Joe C. Godinez Sr. (Payroll)	8/15/2023	8/1/23-8/15/23	\$646.19	\$646.19		1601
California State Disbursement Unit	8/15/2023	Child Support	\$330.00	\$330.00		ADP Processed
(J Godinez Sr. Income Withholding)						
Cash V. Lucero (Payroll)	8/1/2023	7/16/23-7/31/23	\$767.28	\$767.28		1600
	8/15/2023	8/1/23-8/15/23	\$311.84	\$311.84		1602
		WARRANT TOTAL:		\$265,406.23		
		CHECKING TOTAL:		\$25,305.84		
		TOTAL BILLS PAID		\$290,712.07		