

MINUTES OF THE REGULAR MEETING OF BOARD OF TRUSTEES
FOR RECLAMATION DISTRICT 1608
HELD ON WEDNESDAY, DECEMBER 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 December 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
ROBERT BENTZ
RHONDA OLMO (from 8:07 a.m. - 8:11 a.m.)

1. **Public Comment.** Mr. Bob Bentz asked whether there were any impacts to the levees due to the recent earthquakes. In response, District Engineer Chris Neudeck said there were no impacts to the levees associated with the recent earthquakes.
2. **Oath of Office.** Administer Oath of Office to President Panzer and Trustee Lofstrom. Notary Public Rhonda Olmo joined the meeting from 8:07 a.m. to 8:11 a.m. to administer the Oath of Office to President Panzer and Trustee Lofstrom in accordance with the law for appointment of a new term of office for President Panzer and Trustee Lofstrom.
3. **Approval of Minutes.** Minutes of the regular meeting of November 1, 2023 and minutes of the November 3, 2023 special meeting. The Trustees reviewed the draft minutes. After review, the November 1, 2023, minutes were approved as presented. Amendments were requested for the November 3, 2023, minutes to include the review of the levee standards and analyze the need to install a port-a-potty at the District's maintenance yard for use by District staff. Mr. Pinasco indicated he would be working with the employment law team to see what the requirements are for providing a port-o-potty. It was requested an item be added to the next agenda regarding the requirements of a port-a-potty. After further discussion,

It was moved, seconded (D. MacDonnell/D. Lofstrom) and unanimously carried by the Board Trustees of Reclamation District 1608, that the minutes of the November 1, 2023, Regular Board Meeting, be approved as presented.

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

1608, that the minutes of the November 3, 2023, Special Board Meeting, be approved with the requested amendment.

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

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

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

I. PLAN REVIEW

A. Permit Requests from homeowners.

(a) 6347 Embarcadero Drive

Charles and Farley Staniec
Index No. 1, Lot No. 2109
APN 098-310-08
(916) 233-8191 Charles

Review an application for the “as-built” replacement on the landside slope of the District’s levee.

EXHIBIT A: November 11, 2023, Encroachment Application “as-built” landscape improvements on existing landside levee slope.

EXHIBIT B: Plans of “as-built” landscape improvements on existing landside levee slope.

EXHIBIT C: Original Plans September 1983.

EXHIBIT D: Plant palette for planning areas.

EXHIBIT E: Site photos of the lot.

Chris Neudeck reviewed the application and the exhibits with the Trustees. After much discussion, it was determined the outline of the areas be approved but the infill is not approved. Chris Neudeck is to find out what plants are going to be used since they have not been delineated in the plans. In addition, a solid walkway is not permitted or acceptable and Mr. Neudeck is to check how the pavers are intended to be used as they cannot be butted up one another. The fill to the headers has to be gravel, it cannot be solid. At this point, it was determined that only the borders be approved and not the infill. The Staniecs are to submit a complete landscape plan which Mr. Neudeck is to review and bring back to the Board. After further discussion,

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

Reclamation District 1608 to approve the permit for the border only and requested the Staniecs submit a landscape plan for further consideration and permitting.

II. PROPOSITION 218 – NEW ASSESSMENT PROCEDURE

- A. Review status of Engineer’s Report development and meeting with Larsen Wurzel & Associates (LWA) on November 20, 2023 to review financial starting balance and long-range financing of Capital Improvement Projects.

Chris Neudeck reported on the meeting that took place on November 20, 2023 with LWA. He estimates the next dredging project at approximately 2 million dollars and indicated this figure factors in many expenses. There was analysis done on long-term debt and when the District would incur that debt for capital improvement projects. The new assessment should be similar in amount to the current assessment that will sunset in 2025. Mr. Neudeck indicated the report from LWA should be coming soon where LWA will be providing their financial analysis to the Board.

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

Andy Pinasco reported a meeting regarding the next newsletter will be taking place with Trustee Lofstrom. It is anticipated a newsletter will go out the first quarter of next year.
7. **Superintendent Report.** Request for directions and approvals.

Joe Bryson provided an oral and written report. Please refer to the Levee Superintendent Report for a complete list of items.
8. **Meetings.** Report by Trustees on meetings attended and upcoming meetings. Request for direction. The Trustees reported the only meeting attended was the Special Meeting of November 3, 2023.
9. **Report and Possible Action on Progress of Tasks Assigned at Previous Board Meetings.** None.
10. **Discussion and direction on Short-Term and Long-Range Goals.**

The Short-Term and Long-Range Goals were reviewed and discussed. The following items are to be added to the Short-Term Goals:

 - Review and analysis of Levee Standards.
 - Proposition 218.

11. **District Calendar.** Discussion and direction.
a. Next Meeting is January 3, 2024.

The District's calendar was reviewed and discussed. A change to the calendar was requested to revise the Board term for Trustee Lofstrom to 2027.

12. **Correspondence.** None of note.

13. **Approval of Bills.** District Secretary Elvia Trujillo presented an oral and written report on District expenses. After discussion and 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 provided at the December 6, 2023, Board Meeting be approved as presented.

14. **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.

15. **Adjournment.** The meeting adjourned at 9:10 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
LWA = Larsen Wurzel & Associates
N&B = Neumiller & Beardslee
Prop 218 = Proposition 218
RD 1608 = Reclamation District 1608
SJAFCFA = San Joaquin Area Flood Control Agency
USACE = United States Army Corps of Engineers

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

| NAME | Date | INVOICE # | AMOUNT | TOTAL \$ | WARRANT # | CHECK # | RATIFICATION |
|---|------------|-------------------------------|-------------|--------------------|-----------|----------------|--------------|
| Michael Panzer (12/6/2023 Board Mtg) | 12/6/2023 | Trustee Fee | \$299.92 | | | | |
| 11/3/2023 Special Mtg/ Levee Inspection | 11/3/2023 | | \$299.92 | | | | |
| | | | | \$599.84 | 6777 | | |
| Dan MacDonnell (12/6/2023 Board Mtg) | 12/6/2023 | Trustee Fee | \$299.92 | | | | |
| 11/3/2023 Special Mtg/ Levee Inspection | 11/3/2023 | | \$299.92 | | | | |
| | | | | \$599.84 | 6778 | | |
| Dottie Lofstrom (12/6/2023 Board Mtg) | 12/6/2023 | Trustee Fee | \$299.92 | | | | |
| 11/3/2023 Special Mtg/ Levee Inspection | 11/3/2023 | | \$299.92 | | | | |
| | | | | \$599.84 | 6779 | | |
| Elvia Trujillo (November 2023 Services) | 12/6/2023 | Secretary Fee | \$1,563.25 | | | | |
| | | | | \$1,563.25 | 6780 | | |
| BPM | 10/28/2023 | 106918 | \$148.46 | | | | |
| | | | | \$148.46 | 6781 | | |
| Reclamation District 1608 (Transfer to Checking Account) | 12/6/2023 | Transfer to Checking | \$10,000.00 | | | | |
| | | | | \$10,000.00 | 6782 | | |
| ADP, Inc. | 11/3/2023 | 645829681 | \$82.76 | \$82.76 | | Online | |
| ADP, Inc. | 11/17/2023 | 646732671 | \$79.91 | \$79.91 | | Online | |
| State Compensation Insurance Fund | 10/30/2023 | 1001465346 | \$836.66 | \$836.66 | | eCheck | |
| Bank of Stockton Visa | 11/20/2023 | 9/27/23 - 10/27/23 | \$4,930.03 | \$4,930.03 | | Online | |
| State of California Payroll Taxes | | 10/31/23 and 11/15/23 Payroll | \$666.14 | \$666.14 | | Online | |
| Federal Government Payroll Taxes | | 10/31/23 and 11/15/23 Payroll | \$3,527.52 | \$3,527.52 | | Online | |
| Joe L. Bryson (Payroll) | 11/1/2023 | 10/1/23-10/31/23 | \$5,703.17 | \$5,703.17 | | Direct Deposit | |

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

| | | | | | |
|------------------------------------|------------|-------------------------|------------|--------------------|----------------|
| Roger Lamarra (Payroll) | 11/1/2023 | 10/16/23-10/31/23 | \$991.15 | \$991.15 | Direct Deposit |
| Roger Lamarra (Payroll) | 11/15/2023 | 11/1/2023-11/15/2023 | \$875.13 | \$875.13 | Direct Deposit |
| | | | | | |
| Ruby Jeff (Payroll) | 11/1/2023 | 10/16/2023-10/31/23 | \$1,005.95 | \$1,005.95 | Direct Deposit |
| Ruby Jeff (Payroll) | 11/15/2023 | 11/1/23-11/15/23 | \$887.06 | \$887.06 | Direct Deposit |
| | | | | | |
| Joe C. Godinez Sr. (Payroll) | 11/1/2023 | 10/16/23-10/31/23 | \$539.51 | \$539.51 | 1607 |
| California State Disbursement Unit | 11/1/2023 | Child Support | \$330.00 | \$330.00 | ADP Processed |
| (J Godinez Sr. Income Withholding) | | | | | |
| | | | | | |
| Joe C. Godinez Sr. (Payroll) | 11/15/2023 | 11/1/23-11/15/23 | \$303.75 | \$303.75 | 1608 |
| California State Disbursement Unit | 11/15/2023 | Child Support | \$303.75 | \$303.75 | ADP Processed |
| (J Godinez Sr. Income Withholding) | | | | | |
| | | | | | |
| U.S. Postal Service | 11/27/2023 | | \$176.00 | \$176.00 | 1609 |
| (P.O. Box Yearly Fee) | | | | | |
| | | | | | |
| | | WARRANT TOTAL: | | \$13,511.23 | |
| | | CHECKING TOTAL: | | \$21,238.49 | |
| | | TOTAL BILLS PAID | | \$34,749.72 | |