

**MINUTES OF THE REGULAR MEETING OF BOARD OF TRUSTEES
FOR RECLAMATION DISTRICT 1608
HELD ON WEDNESDAY, FEBRUARY 7, 2024**

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 7, 2024, 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
CLAUDE PELLARIN
JOHN PELLARIN
BOB BENTZ

1. Public Comment.

There was no public comment.

- 2. Approval of Minutes.** Minutes of the regular meeting of December 6, 2023. The Trustees reviewed the draft minutes and no changes were requested, however, Trustee Lofstrom indicated her term of office needs to be corrected. After further review, the December 6, 2023, minutes were 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 December 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. 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 January
2024 be approved as presented.

- 4. Trustee Compensation.** Discussion and Possible Action on Trustee Compensation. Request for direction. Mr. Pinasco presented this item. This is an item that has been brought annually before the Board to discuss trustee compensation increases. The maximum compensation increase per calendar year is five percent (5%) and proper noticing and an ordinance are required prior to any increase. At this time Mr. Pinasco is

seeking direction from the Board as to whether they want to consider an increase in order to proceed with proper noticing and an ordinance to be adopted at the next Board meeting. Trustee Lofstrom, Trustee MacDonnell and President Panzer decided to pass on an increase this year due to District finances. No action was taken and the Board directed for this item to be placed on the agenda for February 2025.

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

I. PLAN REVIEW

A. Permit Requests from homeowners

- a) 6649 Embarcadero Drive
Village West Marina LLC.
APN 098-270-220
(650) 369-6746 John Pellarin's Office
(650) 303-4499 John Pellarin's Cell

Review of application for an elevated boardwalk serving as pedestrian access along a portion of the marina to complete an ADA pathway. Seek the Board of Trustees' approval for this application. KSN Inc. recommends approval. This elevated pathway is constructed in a manner to provide visual access of the top of slope through trapdoors on 12 ft centers whereas previously this area was blocked by a solid redwood fence.

Engineer Chris Neudeck reported on the above application for an elevated boardwalk with wheelchair accessibility in accordance with ADA requirements. The elevated pathway will have trapdoors to allow for visual inspection (please see Exhibits A and B the Engineer's Report). Mr. Neudeck recommends approval of the application since the boardwalk will be an improvement. After discussion,

It was moved, seconded (D. Lofstrom/D. MacDonnell) and unanimously carried by the Board Trustees of Reclamation District 1608, that the application for the elevated boardwalk be approved as presented.

- b) 6347 Embarcadero Drive
Charles and Farley Staniec
APN 098-320-29
Index No. 1, Lot 2109
(916) 233-8191 Charles Cell
stancon@pacbell.net

Review status of application for remodel of pre-existing back yard landscaping. KSN Inc. has worked with the Staniec's to assure adequate spacing of new plants and new pavers with 1-inch gaps for walkways

whereas previously this area was blocked by a solid redwood fence along with proper plant spacing.

Engineer Chris Neudeck presented this as a reporting item only. He indicated this application was previously approved and what remained to be worked out were the plants and pavers. Mr. Neudeck has been able work this out with Mr. Staniec and added that Mr. Staniec is semi-retired and has been much more accessible than before.

- c) 6333 Embarcadero Drive
Michael and Krystle Balduzzi.
APN 098-310-04
Index No. 4, Lot 2104
(914) 733-2796
stancon@pacbell.net

Review of application for a remodeled backyard landscaping plan prepared by Landscape Architect Jeffrey Gamboni. KSN worked closely with Jeff Gamboni and revised the plan to comply with RD 1608 encroachment standards. One exception that KSN recommends approval of is the railing for a walkway of stairs on the landside slope. RD 1608's encroachment standards does not currently allow these handrails yet KSN Inc. is fine with approving them. Seek the Board of Trustees' approval for this application. KSN Inc. recommends approval.

Engineer Chris Neudeck reported he received three applications for the remodel of this property. He and the landscape architect have gone through many drafts of the plans. In the original plans, they had included many plants on the levee slope. The number of plants has been reduced and the spacing has been increased. After several meetings with the landscape architect, they are now at the approval point with the exception of the handrails up the steps. Mr. Neudeck indicated the reasoning for not allowing handrails previously is because the Central Valley Flood Protection Board did not want handrails on waterside slope. However, a handrail on the landside promotes safety and it does not interfere with visibility; therefore, Mr. Neudeck is asking the Board for approval of the handrail on the landside slope. Discussion of possibly changing the regulations followed. After further discussion,

It was moved, seconded (D. MacDonnell/D. Lofstrom) and unanimously carried by the Board of Trustees of Reclamation District 1608 to approve the plans presented by Mr. Neudeck for 6333 Embarcadero Drive.

II. LSRFS USACE FUNCTIONAL EQUIVALENT STUDY

- A. Review the status of the requested Functional Equivalent study evaluating the proposed improved levee alignment along RD 1608's Levee vs along RD 2119's levee.

Mr. Neudeck reported the meeting between USACE and SJAFCA regarding the Functional Equivalent Study had been moved to February 26, 2024. SJAFCA was drafting documents in preparation for that meeting and Mr. Neudeck has requested to see the drafts of those documents. Discussion followed regarding the location of the improved levee alignment and its impacts. Mr. Neudeck will be reporting the outcome of the meeting back to the Board.

6. **Fall Newsletter.** Discussion and direction.

- a. Prop 218 information.

Andy Pinasco reported he is anticipating to have more information soon. The technical committee is coming together and Trustee Lofstrom will be included. Since Trustee Lofstrom is out of the country during the month of March, Mr. Pinasco indicated he is shooting for a meeting during the month of February.

7. **District Vehicle.** Discussion and possible action to authorize District Superintendent to purchase electric golf cart for District use.

Attorney Andy Pinasco reported the District received a settlement payment in the amount of \$2,947 for the golf cart that was put in the water by kids that trespassed onto the levee. What is unique of this situation is that the golf cart belonged to Joe Bryson and not the District. The golf cart was a total loss after being submerged in the water and was reported to the insurance company. The need of having a golf cart/landscape type vehicle was discussed and it was determined that the smaller and lighter type of vehicle is of benefit to employees to minimize the use of their own vehicles on the levee. Additionally, since the golf cart was being used on the job site to perform District related work, it was felt there is a need for the District to own its own vehicle. It was determined that since the golf cart was Joe Bryson's personal vehicle, he should be reimbursed the \$2,947. Mr. Bryson was given direction to bring back a proposal for the purchase of a utility vehicle to be used on the job site. Since the District will be paying for the vehicle, it will be considered District property and will remain with the District even after Mr. Bryson is no longer working for the District. Mr. Neudeck suggested looking into a small utility vehicle rather than a golf cart to allow equipment to be carried in the back. After further discussion,

It was moved, seconded (D. MacDonnell/D. Lofstrom) and unanimously carried by the Board of Trustees of Reclamation District 1608 to reimburse the Levee Superintendent Joe Bryson for his personal golf cart in the amount of \$2,947.00 and gave direction to Mr. Bryson to bring back a proposal for the purchase of a utility vehicle for the District.

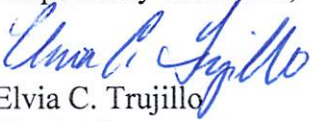
8. **Superintendent Report.** Request for directions and approvals.
Joe Bryson provided an oral and written report. Please refer to the Levee Superintendent Report for a complete list of items.
9. **Meetings.** Report by Trustees on meetings attended and upcoming meetings. Request for direction.
None attended.
10. **Report and Possible Action on Progress of Tasks Assigned at Previous Board Meetings.**
 - a. Report on requirements of an employee bathroom.
The question of whether a port-a-potty needs to be installed in the maintenance yard was discussed at the last meeting. Mr. Pinasco indicated the way the District is operating right now is not an issue as it meets OSHA standards since there is access to a public restroom in close proximity.
11. **Discussion and direction on Short-Term and Long-Range Goals.**
No discussion.
12. **District Calendar.** Discussion and direction.
 - a. Next Meeting is March 6, 2024.
 - Trustee Lofstrom indicated she will be gone in March but will be available for the Board meeting.
 - A reminder was given regarding the submittal of the Form 700.
13. **Correspondence.** None of note.
14. **Approval of Bills.** District Secretary Elvia Trujillo presented an oral and written report on District expenses. The reimbursement to Levee Superintendent Joe Bryson in the amount of \$2,947.00 as discussed in Agenda Item 7 will be added to the list. 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 provided at the February 7, 2024, Board Meeting be approved with the addition of reimbursement to Joe Bryson in the amount of \$2,947.
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.

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16. **Adjournment.** The meeting adjourned at 9:29 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

SJAFCA = San Joaquin Area Flood Control Agency

USACE = United States Army Corps of Engineers

Reclamation District 1608
Bills for Approval - February 7, 2024, Board Meeting

| NAME | Date | INVOICE # | AMOUNT | TOTAL \$ | WARRANT # | CHECK # | RATIFICATION |
|--|------------|------------------------------|------------------------|--------------------|-------------|---------|--------------|
| Reclamation District 1608 (Transfer to Checking Account) | 1/19/2024 | Transfer to Checking | \$40,000.00 | \$40,000.00 | 6783 | | X |
| Michael Panzer (2/7/2024 Board Mtg) | 2/7/2024 | Trustee Fee | \$299.92 | \$299.92 | 6784 | | |
| Dan MacDonnell (2/7/2024 Board Mtg) | 2/7/2024 | Trustee Fee | \$299.92 | \$299.92 | 6785 | | |
| Dottie Lofstrom (2/7/2024 Board Mtg) | 2/7/2024 | Trustee Fee | \$299.92 | \$299.92 | 6786 | | |
| Elvia Trujillo (December 2023 Services) Elvia Trujillo (January 2024 Services) | 2/7/2024 | Secretary Fee | \$1,104.99 \$942.39 | \$2,047.38 | 6787 | | |
| PG&E (Landview & Seagull) PG&E (Stone River) | 12/20/2023 | 0950847867-5 2999432760-8 | \$4.80 \$66.18 | \$70.98 | 6788 | | |
| Neumiller & Beardslee | 10/17/2023 | 344871 | \$1,775.16 | \$1,775.16 | 6772 | | |
| <i>This invoice/warrant was placed on hold at 11/1/2023 Mtg due to lack of funds</i> | | | | | | | |
| Neumiller & Beardslee | 11/17/2023 | 345393 | \$1,832.94 | | | | |
| | 12/11/2023 | 346047 | \$2,531.55 | | | | |
| | 1/11/2024 | 346625 | \$1,409.69 | \$5,774.18 | 6789 | | |
| Kjeldsen, Sinnock & Neudeck | 10/30/2023 | 36392 | \$1,601.69 | | | | |
| | 10/30/2023 | 36393 | \$2,579.16 | | | | |
| | 10/30/2023 | 36394 | \$481.25 | | | | |
| | 10/30/2023 | 36395 | \$378.75 | \$5,040.85 | 6776 | | |
| <i>This invoice/warrant was placed on hold at 11/1/2023 Mtg due to lack of funds</i> | | | | | | | |

Reclamation District 1608
Bills for Approval - February 7, 2024, Board Meeting

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|--|------------|------------------------------|-------------|-------------|------|--------|
| Kjendsen, Sinnock & Neudeck | 11/30/2023 | 36571 | \$2,320.03 | | | |
| | 11/30/2023 | 36572 | \$1,805.37 | | | |
| | 11/30/2023 | 36573 | \$3,216.23 | | | |
| | 11/30/2023 | 36574 | \$755.00 | | | |
| | 12/26/2023 | 36723 | \$1,039.44 | | | |
| | 12/26/2023 | 36724 | \$1,324.13 | | | |
| | 12/26/2023 | 36725 | \$2,855.00 | | | |
| | 12/26/2023 | 36726 | \$3,108.85 | | | |
| | 1/26/2024 | 36894 | \$57.50 | | | |
| | 1/26/2024 | 36895 | \$879.24 | | | |
| | 1/26/2024 | 36896 | \$68.75 | | | |
| | 1/26/2024 | 36897 | \$14,252.96 | | | |
| | 1/26/2024 | 36898 | \$550.00 | | | |
| | | | | \$32,232.50 | 6790 | |
| SJC Mosquito & Vector Control District | 1/6/2024 | SJ10038 | \$39.25 | | | |
| Assessment FY 2023-2024 (7/1/23-6/30/24) | | | | \$39.25 | 6791 | |
| BPM | 12/1/2023 | 112914 | \$101.65 | | | |
| | | | | \$101.65 | 6792 | |
| Cal Mutuals | 1/18/2024 | 2914 | \$100.00 | | | |
| | | | | \$100.00 | 6793 | |
| State Compensation Insurance Fund | 12/30/2023 | 316359330 | \$836.66 | \$836.66 | | eCheck |
| ADP, Inc. | 1/5/2024 | 749795758 | \$82.76 | \$82.76 | | Online |
| ADP, Inc. | 1/19/2024 | 651326209 | \$79.91 | \$79.91 | | Online |
| ADP, Inc. (w-2s) | 1/31/2024 | 651922855 | \$114.40 | \$114.40 | | Online |
| ADP, Inc. (FUTA Credit Reduction) | 1/22/2024 | | \$193.00 | \$193.00 | | Online |
| Bank of Stockton Visa | 1/16/2023 | 11/27/2023-12/27/2023 | \$2,731.25 | \$2,731.25 | | Online |
| State of California Payroll Taxes | | 12/30/23 and 1/15/24 Payroll | \$606.50 | \$606.50 | | Online |
| Federal Government Payroll Taxes | | 12/30/23 and 1/15/24 Payroll | \$2,992.98 | \$2,992.98 | | Online |

Reclamation District 1608
Bills for Approval - February 7, 2024, Board Meeting

| | | | | | |
|------------------------------------|------------|-------------------------|------------|---------------------|----------------|
| Joe L. Bryson (Payroll) | 12/29/2023 | 12/1/23-12/31/23 | \$5,311.01 | \$5,311.01 | Direct Deposit |
| | | | | | |
| Roger Lamarra (Payroll) | 12/29/2023 | 12/16/23-12/31/23 | \$612.72 | \$612.72 | Direct Deposit |
| Roger Lamarra (Payroll) | 1/15/2024 | 1/1/2024-1/15/2024 | \$447.12 | \$447.12 | Direct Deposit |
| | | | | | |
| Ruby Jeff (Payroll) | 12/29/2023 | 12/16/2023-12/31/23 | \$612.72 | \$612.72 | Direct Deposit |
| Ruby Jeff (Payroll) | 1/15/2024 | 1/1/2024-1/15/2024 | \$574.87 | \$574.87 | Direct Deposit |
| | | | | | |
| Joe C. Godinez Sr. (Payroll) | 12/29/2023 | 12/16/23-12/31/23 | \$450.36 | \$450.36 | 1612 |
| California State Disbursement Unit | 12/29/2023 | Child Support | \$330.00 | \$330.00 | ADP Processed |
| (J Godinez Sr. Income Withholding) | | | | | |
| | | | | | |
| Joe C. Godinez Sr. (Payroll) | 1/16/2024 | 1/1/2024-1/15/2024 | \$289.40 | \$289.40 | 1613 |
| California State Disbursement Unit | 1/16/2024 | Child Support | \$289.40 | \$289.40 | ADP Processed |
| (J Godinez Sr. Income Withholding) | | | | | |
| | | | | | |
| Joe Bryson | 2/27/2024 | Reimbursement | \$2,947.00 | \$2,947.00 | 1615 |
| (Reimbursement for Golf Cart) | | | | | |
| | | | | | |
| | | WARRANT TOTAL: | | \$88,081.71 | |
| | | CHECKING TOTAL: | | \$19,502.06 | |
| | | TOTAL BILLS PAID | | \$107,583.77 | |