

**MINUTES OF THE REGULAR MEETING OF BOARD OF TRUSTEES
FOR RECLAMATION DISTRICT 1608
HELD ON WEDNESDAY, MARCH 6, 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 March 6, 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
JOHN PELLARIN
BOB BENTZ

1. Public Comment.

Mr. Bentz commented he was not able to find the location where the last SJAFCA meeting took place and did not see any signage. Mr. Neudeck responded the SJAFCA meeting that took place on February 26th was not a public meeting and added that SJAFCA is in the process of moving to a new location.

2. Approval of Minutes. Minutes of the regular meeting of February 7, 2024. The Trustees reviewed the draft minutes. After further review, the February 7, 2024, 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 February 7, 2024, 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 presented at the March 6, 2024, meeting be approved.

4. Insurance. Delegate authority to approve Insurance Policy for 2024/2025 Insurance Year. Mr. Pinasco reported the insurance coverage year is from April to April. The District's application was submitted but response has not been received as of the date of this meeting. He mentioned the California insurance market is presently very difficult

and there may not be many choices. Mr. Pinasco's recommendation is that Board delegate authority to the President to review and approve the insurance proposal prior to the next meeting in order to maintain coverage. After discussion,

It was moved, seconded (D. Lofstrom/D. MacDonnell) and unanimously carried by the Board of Trustees of Reclamation District 1608, to delegate authority to President Panzer to make the final decision to approve insurance coverage for the year April 1, 2024 to April 1, 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 status of construction of elevated pathway.

Engineer Chris Neudeck gave an update on the construction of the elevated pathway along the eastern side of the parking lot that was approved at the last meeting. He referenced the pictures in Exhibit A of his Engineer's Report depicting the work being done.

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 that had been previously postponed took place on February 26, 2024. At that meeting, SJAFCA Director Elias met with Colonel Caldwell from USACE. Mr. Neudeck reported the subject alignment is gaining traction and the discussion of the improved levee alignment was from a regional flood management perspective.

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

a. Prop 218 information.

Andy Pinasco reported this item continues to remain in the agenda in the event there needs to be discussion on this topic. He gave an update and said LWA is in the process of developing a technical memorandum. Once the technical team gets together, an update will be given to the Board. Discussion on the timeline followed and Mr. Neudeck mentioned the timeline would be adjusted accordingly.

7. **Superintendent Report. Request for directions and approvals.**
Joe Bryson provided an oral and written report. Item 3 of the Superintendent's Report was discussed and Mr. Neudeck said Mr. Bryson and his team are not doing the application of spraying the herbicides since a qualified licensed applicator is required. In Item 9 of the Superintendent's Report, Mr. Neudeck discussed the fence that came down on the western side of Grupe Park. In that location, RD 1608 has a fence and the last home before getting to Grupe Park has its own residential fence. There was discussion as to why there are two fences with only five feet between both fences. Mr. Neudeck was going to look into whether there's an easement and determine the purpose of the easement. For additional items, please refer to the Levee Superintendent Report for a complete list.
8. **Meetings. Report by Trustees on meetings attended and upcoming meetings. Request for direction.**
 - Trustee Lofstrom will be attending the April 2, 2024 Technical Committee Meeting.
9. **Report and Possible Action on Progress of Tasks Assigned at Previous Board Meetings.**
 - a. **District Vehicle. Discussion and possible action to authorize District Superintendent to purchase electric golf cart for District use.**
 - Levee Superintendent Joe Bryson is to do research on a utility vehicle that will be most suitable for the District. There was discussion of not considering a golf cart but rather a John Deere or Polaris type of utility task vehicle.
10. **Discussion and direction on Short-Term and Long-Range Goals.**
 - Review of the Levee Standards: Handrails is one of the major elements to be included in the Levee Standards. It was suggested that this item be included in future agendas.
 - Website: One of the issues discussed was to update the website with photos relevant to RD 1608 to represent what the District looks like.
11. **District Calendar. Discussion and direction.**
 - a. **Next Meeting is April 3, 2024.**
 - Trustee Lofstrom mentioned she will be out of town on April 3 and is expected to return on April 9. Discussion followed and schedules were checked with everyone being available on Friday, April 12, 2024 at 8:00 a.m. 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 April 3, 2024 Board Meeting be adjourned to Friday, April 12, 2024 at 8:00 a.m.

12. **Correspondence.**

- Correspondence from the San Joaquin County Mosquito & Vector Control District.
No additional correspondence of note.

13. **Approval of Bills.** District Secretary Elvia Trujillo presented an oral and written report on District expenses. 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 provided at the March 6, 2024, Board Meeting be approved as presented.

The Board adjourned the meeting at 9:04 a.m. to start the closed session.

14. **Closed Session.**

- a. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: Levee Superintendent
- b. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: District Secretary

The Board reconvened from Closed Session at 9:31 a.m. During the Closed Session, all three Trustees were present. There was no reportable action regarding Items 14.a and 14.b.


15. **Employee Contracts.** Discussion and possible action regarding changes to Levee Superintendent and Secretary contracts. Attorney Andy Pinasco presented this item. He addressed the Board by saying this is an opportunity to discuss whether there are any changes to be made to the Levee Superintendent Contract and the District Secretary Contract. Changes in the past have been related to compensation. Discussion followed and a compensation increase of three percent (3%) was approved for both the Levee Superintendent and the District Secretary.

It was moved, seconded (D. Lofstrom/M. Panzer) and carried by the Board of Trustees of Reclamation District 1608 to authorize the President to exercise amendment to the Levee Superintendent Contract increasing the hourly rate by three percent (3%) from \$47.30 per hour to \$48.72 per hour.

It was moved, seconded (D. Lofstrom/M. Panzer) and carried by the Board of Trustees of Reclamation District 1608 to authorize the President to exercise amendment to the District Secretary Contract increasing the hourly rate by three percent (3%) from \$59.13 per hour to \$60.90 per hour.

16. **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.
17. **Adjournment.** The meeting adjourned at 9:55 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 - March 6, 2024, Board Meeting

NAME	Date	INVOICE #	AMOUNT	TOTAL \$	WARRANT #	CHECK #	RATIFICATION
Michael Panzer (3/6/2024 Board Mtg)	3/6/2024	Trustee Fee	\$299.92				
				\$299.92	6794		
Dan MacDonnell (3/6/2024 Board Mtg)	3/6/2024	Trustee Fee	\$299.92				
				\$299.92	6795		
Dottie Lofstrom (3/6/2024 Board Mtg)	3/6/2024	Trustee Fee	\$299.92				
				\$299.92	6796		
Elvia Trujillo (February 2023 Services)	2/7/2024	Secretary Fee	\$1,578.03				
				\$1,578.03	6797		
PG&E (Landview & Seagull)		0950847867-5	\$10.45				
PG&E (Stone River)	2/21/2024	2999432760-8	\$19.38				
				\$29.83	6798		
Neumiller & Beardslee	2/12/2024	346925	\$1,842.78				
				\$1,842.78	6799		
Kjendsen, Sinnock & Neudeck	2/28/2024	37122	\$2,546.33				
	2/28/2024	37123	\$1,048.75				
	2/28/2024	37124	\$7,064.15				
	2/28/2024	37125	\$1,897.70				
	2/28/2024	37126	\$437.50				
				\$12,994.43	6800		
BPM	2/27/2024	125078	\$379.85				
(Preparation of 1096 & 1099 for YE 12/31/2023)				\$379.85	6801		
Reclamation District 1608	3/6/2024		\$40,000.00				
(Transfer to Checking Accounty)				\$40,000.00	6802		
State Compensation Insurance Fund	1/30/2024	1001465349	\$836.66	\$836.66		eCheck	
ADP, Inc.	2/2/2024	653425215	\$82.76	\$82.76		Online	
ADP, Inc.	2/16/2024	654260255	\$79.91	\$79.91		Online	

