

**MINUTES OF THE REGULAR MEETING OF BOARD OF TRUSTEES
FOR RECLAMATION DISTRICT 1608
HELD ON WEDNESDAY, JULY 3, 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 July 3, 2024, at the law offices of Neumiller & Beardslee, 3121 W. March Lane, Suite 100, Stockton, California.

TRUSTEES PRESENT

MICHAEL PANZER
DAN MacDONNELL
DOTTIE LOFSTROM

ABSENT

CHRIS NEUDECK

OTHERS PRESENT

ANDY PINASCO
JOE BRYSON
ELVIA TRUJILLO
BOB BENTZ

1. **Public Comment.**
 - Bob Bentz commented on the Delta College bond.
 - President Panzer commented on the abandoned barge and Mr. Bryson said the appropriate people/authorities had been notified.

2. **Approval of Minutes.** Minutes of the regular meeting of June 5, 2024. The Trustees reviewed the draft minutes. After review, the June 5, 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 June 5, 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. She reported that no engineering expenses were reported as KSN is at the end of their fiscal year and did not have any invoices ready to present to the District at this time. Also, there was discussion regarding the outstanding registered warrants. After discussion, direction was given to the District Secretary to start paying the registered warrants again now that the District has received subventions reimbursement. After further 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 July 3, 2024, meeting be approved.

4. **Appropriations Limit.** Adopt Resolution 2024-03 Adopting Appropriations Limit for Fiscal Year 2024-2025. Andy Pinasco presented this item. Each year the District is to establish its appropriations limit for the following fiscal year. He explained the calculations in Exhibit A of Resolution 2024-03 and has calculated the appropriations limit for Fiscal Year 2024-2025 at \$816,093.06. This information will be provided to the San Joaquin County Auditor Controller and all notices have been done according to the law. After review,

It was moved, seconded (D. Lofstrom/D. MacDonnell) and unanimously carried by the Board of Trustees of Reclamation District 1608 that Resolution 2024-03 Adopting Appropriations Limit for Fiscal Year 2024-2025 be approved.

5. **Assessment Resolution.** Adopt Resolution 2024-04 Certifying Assessments to be Collected and Establishing a Procedure for Collection. Attorney Andy Pinasco presented this item. The District establishes annually the amount to be collected for assessments. District staff recommends assessing at 100% as in previous years. This information is forwarded to the County Assessor's office for collection on the property tax bills. After discussion,

It was moved, seconded (D. Lofstrom/D. MacDonnell) and unanimously carried by the Board of Trustees of Reclamation District 1608 that Resolution 2024-04 Certifying Assessments to be collected and Establishing Procedures for Collection be approve.

6. **Engineer's Report.** Discussion and Possible Action on Engineer's Report.
I. **DELTA LEVEE SUBVENTIONS PROGRAM AB 360.**
A. Review ongoing challenges with weed control and ground nesting bird restrictions on herbicide spraying.

Attorney Andy Pinasco covered the Engineer's Report for Chris Neudeck who was not able to attend this meeting.

Andy Pinasco reported there have been ongoing challenges with weed control and with finding someone to do the herbicide spraying. District staff has reached out to Custom Spraying and their contract (*Exhibit A of Engineer's Report*) is in the amount of \$14,000. Mr. Pinasco indicated this amount is on par for the type of work they do and for the number of miles they will be covering and seeks authorization to contract with Custom Spraying.

- B. Seek authorization on the Board of Trustees to contract with Custom Spraying Inc. for the District Levees for annual Summer Weed Control.

It was moved, seconded (D. Lofstrom/D. MacDonnell) and unanimously carried by the Board of Trustees of Reclamation District 1608 to approve contract with Custom Spraying in the amount of \$14,000 for weed control and to authorize President Panzer to sign the contract.

Trustee Lofstrom recommended that as a courtesy, homeowners be provided with notification of the spraying that will be done as part of the levee maintenance. Joe Bryson indicated he could pass out notices to the homeowners.

It was moved, seconded (D. MacDonnell/D. Lofstrom) and unanimously carried by the Board of Trustees of Reclamation District 1608 to direct that Joe Bryson proceed with notifying homeowners of the spraying that will be done on the levees.

II. **2024-2025 GENERAL O&M ASSESSMENT BY LANDOWNER SUMMARIES.**

- A. Review the Districts Draft Assessment summaries calculated for 100%, 90%, and 80%, of assessment. Seek Board of Trustees' concurrence on amount to assess.

This item was covered in Agenda Item 5. Please refer to Item 5. For the assessments summaries prepared by KSN, please refer to Exhibit B of the Engineer's Report.

III. **SAN JOAQUIN COUNTY OFFICE OF EMERGENCY SERVICES (OES) DELTA R3 UPDATE FLOOD SAFETY PLANS.**

- A. Review and have the Board of Trustees consider acting and sign the Grant Participation Agreement with San Joaquin County OES to provide funds to update and enhance the District's Flood Safety Plan. See attached documentation to learn benefits and recommendations to participate.

Andy Pinasco reported San Joaquin County's Office of Emergency Services (San Joaquin OES) received a grant to update the Flood Safety Plan. San Joaquin OES has reached out to flood agencies to acknowledge interest in participation. At this moment the District just needs to express interest so that a specific amount can be allocated. If the District participates, it will be allowed \$15,000 for the update effort. The Participation Agreement will establish the rules for the grant program and will be done through the District's engineer. The District will be paying for the cost which will be fully refundable through the San Joaquin OES

grant. Mr. Pinasco recommends showing interest in participating in this program. The Flood Safety Plan seems to get updated every three to five years and participation will allow for the Safety Plan to be enhanced and kept in compliance. After discussion,

It was moved, seconded (D. Lofstrom/D. MacDonnell) and unanimously carried by the Board of Trustees of Reclamation District 1608 to authorize President Panzer to sign page 2 of the memorandum agreement provided by the San Joaquin Office of Emergency Services, dated May 2, 2024, to express interest in participating.

7. **Fall Newsletter. Discussion and Direction.**

Andy Pinasco reported there was no update at this time.

Trustee Lofstrom requested that future agendas identify this item as “Newsletter” rather than “Fall Newsletter.”

8. **Superintendent Report. Request for directions and approvals. Levee**

Superintendent Joe Bryson gave an oral and written report. Mr. Bryson said he and his crew are having a difficult time keeping up with the weeds and has received many phone calls from homeowners. For a complete list of items reported, please refer to the Levee Superintendent’s report.

9. **Meetings. Report by Trustees on meetings attended and upcoming meetings. Request for direction.**

- Trustees attended the Special Board Meeting of June 26, 2024.

10. **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.**

Joe Bryson expressed interest in purchasing an electric utility vehicle to use on the levee. President Panzer requested Joe Bryson look into this and provide information back to the Board.

11. **Discussion and direction on Short-Term and Long-Range Goals.**

No Discussion.

12. **District Calendar. Discussion and direction.**

- a. Next Meeting is August 7, 2024.

13. **Correspondence. None of Note.**

14. **Approval of Bills.** District Secretary Elvia Trujillo presented an oral and written report on District expenses. Trustee MacDonnell expressed interest in reviewing certain invoices. District Secretary indicate all the invoices are brought to the meeting for review and approval but can also be made available for review at Trustee MacDonnell's convenience. The Trustees also directed that two registered warrants be paid. After discussion,


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 July 3, 2024, Board Meeting be approved as presented and authorized payment of two registered warrants.

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.

Attorney Andy Pinasco reported he is getting ready to go on vacation and will be unavailable the week of July 8. If any legal help is needed during that time, his colleague Tom Terpstra, Jr. will be available.

16. **Adjournment.** The meeting adjourned at 8:52_a.m.

Respectfully submitted,



Elvia C. Trujillo
District Secretary

Acronyms Frequently Used

AC Repairs = Asphalt Concrete Repairs
CEQA = California Environmental Quality Act
CVFPB = Central Valley Flood Protection Board
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
San Joaquin OES: San Joaquin County Office of Emergency Services
USACE = United States Army Corps of Engineers

Reclamation District 1608
Bills for Approval - July 3, 2024, Board Meeting

NAME	Date	INVOICE #	AMOUNT	TOTAL \$	WARRANT #	CHECK #	RATIFICATION
Michael Panzer (7/3/2024 Board Mtg)	7/3/2024	Trustee Fee	\$299.92				
Mtg at Ag Center re Renewal of License for 1608	5/30/2024		\$299.92				
Special Board Meeting of 6/26/2024	6/26/2024		\$299.92				
				\$899.76	6826		
Dan MacDonnell (7/3/2024 Board Mtg)	7/3/2024	Trustee Fee	\$299.92				
Special Board Meeting of 6/26/2024	6/26/2024		\$299.92				
				\$599.84	6827		
Dottie Lofstrom (7/3/2024 Board Mtg)	7/3/2024	Trustee Fee	\$299.92				
Special Board Meeting of 6/26/2024	6/26/2024		\$299.92				
				\$599.84	6828		
Elvia Trujillo (June Services)	7/3/2024	Secretary Fee	\$1,211.65				
				\$1,211.65	6829		
PG&E (Stone River)	6/20/2024	2999432760-8	\$17.46				
				\$17.46	6830		
Neumiller & Beardslee	6/27/2024	348956	\$3,561.81				
				\$3,561.81	6831		
Kim Floyd Communications	5/1-31/2024	V43355-11	\$4,479.64				
				\$4,479.64	6832		
BPM	5/31/2024	152611	\$396.44				
				\$396.44	6833		
State Compensation Insurance Fund	5/31/2024	1002202589	\$1,197.58	\$1,197.58		eCheck	
ADP, Inc.	5/31/2024	662631011	\$151.27	\$151.27		Online	
ADP, Inc.	6/15/2024	663344720	\$79.91	\$79.91		Online	
Bank of Stockton Visa	6/20/2024	4/27/24 - 5/27/24	\$1,244.82	\$1,244.82		Online	

Reclamation District 1608
Bills for Approval - July 3, 2024, Board Meeting

State of California Payroll Taxes		5/31/24 and 5/15/24 Payroll	\$791.55	\$791.55	Online
Federal Government Payroll Taxes		5/31/24 and 5/15/24 Payroll	\$3,852.53	\$3,852.53	Online
Joe L. Bryson (Payroll)	5/31/2024	5/1/24-5/31/24	\$5,935.59	\$5,935.59	Direct Deposit
Roger Lamarra (Payroll)	5/31/2024	5/16/24-5/31/24	\$1,437.26	\$1,437.26	Direct Deposit
Roger Lamarra (Payroll)	6/14/2024	6/1/24-6/15/24	\$671.30	\$671.30	Direct Deposit
Joe C. Godinez Sr. (Payroll)	5/31/2024	5/16/24-5/31/24	\$912.65	\$912.65	1624
California State Disbursement Unit	5/31/2024	Child Support	\$330.00	\$330.00	ADP Processed
(J Godinez Sr. Income Withholding)					
Joe C. Godinez Sr. (Payroll)	6/14/2024	6/1/24-6/15/24	\$648.43	\$648.43	1625
California State Disbursement Unit	6/14/2024	Child Support	\$330.00	\$330.00	ADP Processed
(J Godinez Sr. Income Withholding)					
Roger D. Lamp (Payroll)	6/14/2024	6/3/24 - 6/11/24	\$511.00	\$511.00	Direct Deposit
		WARRANT TOTAL:		\$11,766.44	
		CHECKING TOTAL:		\$18,093.89	
		TOTAL BILLS PAID		\$29,860.33	