

MINUTES OF THE REGULAR MEETING OF BOARD OF TRUSTEES
FOR RECLAMATION DISTRICT 1608
HELD ON WEDNESDAY, SEPTEMBER 4, 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 September 4, 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
ANDY PINASCO
CHRIS NEUDECK
JOE BRYSON
ELVIA TRUJILLO
KIM FLOYD
DOMINICK GULLI
DREW MEYERS

1. **Public Comment.**
 - President Panzer commented residents received the annual flood risk notice from the State.
2. **Approval of Minutes.** Minutes of special meeting of July 12, 2024 and regular meeting of August 7, 2024. The Trustees reviewed the draft minutes. After review,

It was moved, seconded (D. Lofstrom/D. MacDonnell) and unanimously carried by the Board Trustees of Reclamation District 1608, that the minutes of the Special Meeting of July 12, 2024 and the Regular Meeting of August 7, 2024, be approved as presented.

3. **Financial Report.** Review, discuss, and accept financial report. District Secretary Elvia Trujillo presented an oral and written report. She also gave an update on the registered warrants with the payoff amount to date. 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 September 4, 2024, meeting be approved.

4. **Accounting Software.** Discussion and direction regarding upgrading QuickBooks software. Andy Pinasco reported the basic program for QuickBooks does not include the budgeting feature that is needed. It is anticipated there will be an increase in price for the software upgrade that does include the budgeting feature. Staff will look into this and update the Board at the next meeting.

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

I. **PLAN REVIEW.**

A. Review status of Annual Levee Inspection of the District's Levee system for 2024.

EXHIBIT A: Violation and Remedy Tracking Spreadsheet for 2024.

Chris Neudeck reported there was a follow-up inspection of the levee where it was evident some of the violations had not been remedied. Mr. Neudeck indicated letters would be sent to homeowners that were not in compliance. He added that last year there was almost complete compliance.

B. Permit Requests from Homeowners.

a) 3727 Hatchers Circle
Pamela A. Frobus
APN 098-020-51

Review of application for the reconstruction and remodel of deck off the back of Ms. Frobus' home. Seek Board of Trustees' approval for this application. KSN Inc. recommends approval.

EXHIBIT A: August 14, 2024, Remove and replace deck on rear of home site remodel.

EXHIBIT B: Plans of Deck replacement along with depiction of prior permitted deck structure.

EXHIBIT C: Original Plans September 1983.

EXHIBIT D: Site Photos of the lot.

District Engineer Chris Neudeck reported this application is for the home of Pam Forbus that is located along 5 Mile Slough. This project will involve reconstruction of the deck for a slight remodel. Mr. Neudeck explained the exhibits and the condition on this property. This application is only for the reconstruction of an existing deck and Mr. Neudeck recommends approval of application. After further discussion,

It was moved, seconded (Lofstrom/D. MacDonnell) and unanimously carried by the Board of Trustees of Reclamation District 1608 to approve the application for 3727 Hatchers Circle for the reconstruction and remodel of existing deck as recommended by the District's Engineer.

- C. Review progress of revisions of Levee Encroachment Standards originally adopted in March 21, 1997 including policy for removal of levee slope vegetation and replacing it with gravel by the District.

Chris Neudeck reported he started the process of reviewing the Levee Encroachment Standards and will provide revisions and comments to Andy Pinasco for his review. The next step will be to provide the draft for the Board's review in the next couple of meetings. He indicated it is clear some areas need updating, particularly as to some of the language. However, for the most part, the District will be operating under the same procedures.

II. **PROPOSITION 218 – NEW ASSESSMENT PROCEDURE.**

- A. Review status of planning efforts and development of the Engineers Report.

Attorney Andy Piansco reported KSN, LWA and Kim Floyd continue to work on the new assessment procedure. KSN and LWA are working on the draft engineer's report related to the basis for the assessment and the benefit area. Kim Floyd will be working on the next newsletter that will have information for the homeowners. Former RD 1608 Trustee, Drew Meyers, said it's important to note this assessment is replacing the prior Prop 218 assessment and that it is not a new assessment. There was also discussion related to the timeline of the project. The next step is for the working group to meet with Trustee Lofstrom to address any concerns prior to bringing the report before the Board at the November meeting.

III. **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.

Chris Neudeck provided an update on the proposed improved alternative levee alignment study done by SJAFCA on behalf of RD1608 and RD 2119. The preference is to build on RD 1608 property as this will be the least expensive alternative due to the excellent condition of the levee. There was no action taken on this item.


6. **Newsletter. Discussion and Direction.**
Andy Pinasco and Kim Floyd reported the goal is to get the next newsletter out the week of October 21st during Flood Awareness Week. They both shared having received positive comments from homeowners expressing the newsletters are very informative.
7. **Superintendent Report. Request for directions and approvals.** Levee Superintendent Joe Bryson gave an oral and written report. Mr. Bryson reported also having received positive feedback from the homeowners on the newsletters. There was discussion as to whether contractors should have access to the locks and it was decided District staff, particularly Mr. Bryson, should control access to the levees. Mr. Bryson gave an update on the use of District's utility vehicle and on the considerable amount of time it has saved him and his workers. For a complete list of items reported, please refer to the Levee Superintendent's Report.
8. **Meetings. Report by Trustees on meetings attended and upcoming meetings.**
Request for direction. No report.
9. **Report and Possible Action on Progress of Tasks Assigned at Previous Board Meetings.** No Report.
10. **Discussion and direction on Short-Term and Long-Range Goals.** None
11. **District Calendar. Discussion and direction.**
 - a. Next Meeting is October 2, 2024.
 - i. Trustee Lofstrom may have a conflict on the date of the October meeting.
 - ii. Trustees reviewed the District's calendar for the month of October.
12. **Correspondence.**
 - a. **Biennial Review and Update of Conflict of Interest Code.**
Andy Pinasco reported there will be a review of the Conflict of Interest Code to make sure it is up to standards. Any changes will be explained to the Board and, once finalized, it will be sent to the County as they are the custodians of the Conflict of Interest Code. Mr. Pinasco indicated he will have report at next month's meeting.
 - b. Andy Pinasco reported having received notification from DWR for the 2024 Preseason Flood Coordination Meetings. The meeting for San Joaquin County will be taking place on Tuesday, October 8, 2024, at the Robert Cabral Ag Center from 9:00 a.m. to 12:00 p.m. Due to a conflict, Mr. Neudeck will not be able to attend. Mr. Pinasco said all three trustees can attend the meeting and he will be attending provided he has no scheduling conflicts.

13. **Approval of Bills.** District Secretary Elvia Trujillo presented an oral and written report on District expenses. 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 September 4, 2024, Board Meeting be approved as presented and authorized payment of two registered warrants.

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 9:21 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 - September 4, 2024, Board Meeting

NAME	Date	INVOICE #	AMOUNT	TOTAL \$	WARRANT #	CHECK #	RATIFICATION
Reclamation District 1608	7/12/2024		\$30,000.00				
<i>(Transfer to Checking Account)</i>				\$30,000.00	6834		X
Michael Panzer (7/12/24 Special Board Mtg)	7/12/2024	Trustee Fee	\$299.92				
8/7/2024 Regular Board Meeting	8/7/2024		\$299.92				
9/4/2024 Regular Board Meetig	9/4/2024		\$299.92				
				\$899.76	6835		
Dan MacDonnell (7/12/24 Special Board Mtg)	7/12/2024	Trustee Fee	\$299.92				
8/7/2024 Regular Board Meeting	8/7/2024		\$299.92				
9/4/2024 Regular Board Meetig	9/4/2024		\$299.92				
				\$899.76	6836		
Dottie Lofstrom (7/12/24 Special Board Mtg)	7/3/2024	Trustee Fee	\$299.92				
8/7/2024 Regular Board Meeting	8/7/2024		\$299.92				
9/4/2024 Regular Board Meetig	9/4/2024		\$299.92				
				\$899.76	6837		
Elvia Trujillo (July Services)	9/4/2024	Secretary Fee	\$1,211.65				
7/12/2024 Special Meeting	7/12/2024	Secretary Fee	\$250.00				
August Services	9/4/2024	Secretary Fee	\$633.10				
				\$2,094.75	6838		
PG&E (Stone River)	8/20/2024	2999432760-8	\$50.74				
				\$50.74	6839		
Neumiller & Beardslee	7/30/2024	349149	\$5,564.20				
	8/23/2024	349894	\$2,119.00				
				\$7,683.20	6840		
Kjeldsen Sinnock & Neudeck, Inc.	6/30/2024	37954	\$2,153.45				
	6/30/2024	37955	\$1,187.50				
	6/30/2024	37956	\$1,847.50				
	6/30/2024	37957	\$771.78				
	6/30/2024	37958	\$8,413.17				

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	6/30/2024		37959	\$4,785.33			
	7/29/2024		38115	\$297.00			
	7/29/2024		38116	\$2,119.75			
	7/29/2024		38117	\$2,102.83			
	7/29/2024		38118	\$1,549.26			
	7/29/2024		38119	\$312.50			
	7/29/2024		38120	\$1,610.75			
	8/26/2024		38357	\$1,456.50			
	8/26/2024		38358	\$625.25			
	8/26/2024		38359	\$176.25			
	8/26/2024		38360	\$222.75			
	8/26/2024		38361	\$410.25			
					\$30,041.82	6841	
Custom Spraying, Inc.	8/23/2024	Nov-90		\$7,000.00			
					\$7,000.00	6842	
Reclamation District 1608 (Transfer of Funds)	9/4/2024			\$40,000.00			
					\$40,000.00	6842	
Transfer to Sediment Removal Proj Fund	9/4/2024	For Registered Warrant #6411		\$28,129.71			
					\$28,129.71		
Transfer to Sediment Removal Proj Fund	7/15/2024	For Registered Warrant #6410		\$28,016.27			
					\$28,016.27		
Transfer to Sediment Removal Proj Fund	7/15/2024	For Registered Warrant #6409		\$28,016.27			
					\$28,016.27		
Bank of Stockton (Payment of Registered Warrant 6409)	7/22/2024	Registered Warrant No. 6409		\$28,016.27			
					\$28,016.27	RW6409	
Bank of Stockton (Payment of Registered Warrant 6410)	7/22/2024	Registered Warrant No. 6410		\$28,016.27			
					\$28,016.27	RW6410	
Bank of Stockton (Payment of Registered Warrant 6411)	7/22/2024	Registered Warrant No. 6411		\$28,129.79			
					\$28,129.79	RW6411	
State Compensation Insurance Fund	6/30/2024		1002202590	\$1,197.58	\$1,197.58		e-Check
State Compensation Insurance Fund	7/30/2024		1002202591	\$2,499.56	\$2,499.56		e-Check

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Bank of Stockton Visa	7/20/2024	5/28/24 - 6/26/24	\$2,847.30	\$2,847.30		Online
Bank of Stockton Visa	8/20/2024	6/27/24 - 7/26/24	\$2,041.05	\$2,041.05		Online
State of California Payroll Taxes		6/31/24 and 7/15/24 Payroll	\$707.87	\$707.87		Online
Federal Government Payroll Taxes		6/31/24 and 7/15/24 Payroll	\$3,417.44	\$3,417.44		Online
State of California Payroll Taxes		7/31/24 and 8/15/24 Payroll	\$868.45	\$868.45		Online
Federal Government Payroll Taxes		7/31/24 and 8/15/24 Payroll	\$3,988.16	\$3,988.16		Online
Belkorp Ag (Purchase of Utility Vehicle)	7/12/2024	Receipt #715196	\$17,991.24	\$17,991.24	1628	X
Joe L. Bryson (Payroll)	7/1/2024	6/1/24-6/30/24	\$5,705.55	\$5,705.55		Direct Deposit
Joe L. Bryson (Payroll)	8/1/2024	7/1/24-7/31/24	\$6,163.90	\$6,163.90		Direct Deposit
Roger Lamarra (Payroll)	7/1/2024	6/16/24-6/30/24	\$683.16	\$683.16		Direct Deposit
Roger Lamarra (Payroll)	7/15/2024	7/1/24-7/15/24	\$621.45	\$621.45		Direct Deposit
Roger Lamarra (Payroll)	8/1/2024	7/16/24-7/31/24	\$801.74	\$801.74		Direct Deposit
Roger Lamarra (Payroll)	8/15/2024	8/1/24-8/15/24	\$762.20	\$762.20		Direct Deposit
Joe C. Godinez Sr. (Payroll)	7/1/2024	6/16/24-6/30/24	\$672.51	\$672.51	1626	
California State Disbursement Unit (J Godinez Sr. Income Withholding)	7/1/2024	Child Support	\$330.00	\$330.00		ADP Processed
Joe C. Godinez Sr. (Payroll)	7/15/2024	7/1/24-7/15/24	\$565.61	\$565.61	1629	
California State Disbursement Unit (J Godinez Sr. Income Withholding)	7/15/2024	Child Support	\$330.00	\$330.00		ADP Processed
Joe C. Godinez Sr. (Payroll)	8/1/2024	7/16/24-7/31/24	\$776.99	\$776.99	1631	
California State Disbursement Unit	8/1/2024	Child Support	\$330.00	\$330.00		ADP Processed
Joe C. Godinez Sr. (Payroll)	8/15/2024	8/1/24-8/15/24	\$496.44	\$496.44	1632	
California State Disbursement Unit	8/15/2024	Child Support	\$330.00	\$330.00		
Cash V. Lucero	7/1/2024	6/16/24-6/30/24	\$301.12	\$301.12	1627	
Cash V. Lucero	7/15/2024	7/1/24-7/15/24	\$691.06	\$691.06	1630	

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Cash V. Lucero	8/1/2024	7/1/24-7/31/24	\$684.31	\$684.31		Direct Deposit	
Cash V. Lucero	8/15/2024	8/1/24-8/15/24	\$618.01	\$618.01		Direct Deposit	
		WARRANT TOTAL:		\$117,699.50			
		CHECKING TOTAL:		\$56,422.70			
		TOTAL BILLS PAID		\$174,122.20			