

**MINUTES OF THE REGULAR MEETING OF BOARD OF TRUSTEES  
FOR RECLAMATION DISTRICT 1608  
HELD ON WEDNESDAY, MARCH 5, 2025**

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 5, 2025, 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  
BILL BROWN  
DOMINICK GULLI

1. **Public Comment.**

- Dominic Gulli commented on the assessments being different than they were in previous years and questioned the accuracy of the assessments.

2. **Approval of Minutes.** Minutes of the regular meeting of February 5, 2025, Community Meeting of February 5, 2025, and Community Meeting of February 19, 2025. The Trustees reviewed the draft minutes. Bill Brown clarified his comments on the minutes. After review and 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 February 5, 2025, Regular Board Meeting, the minutes of the February 5, 2025 Community Meeting, and the minutes of the February 19, 2025, Community Meeting be approved as presented.

3. **Financial Report.** Review, discuss, and accept financial report. District Secretary Elvia Trujillo presented an oral and written report. There was discussion on increasing the budget amount for line item 06 for next fiscal year to account for the licensed commercial weed application. After further discussion,

It was moved, seconded (D. Lofstrom/D. MacDonnell) and unanimously carried by the Board of Trustees of Reclamation District 1608 that the Financial Report presented at the March 5, 2025, meeting be approved.

4. **Accounting Service.** Discussion and possible action regarding authorizing signing engagement letter with DRJ CPAs, Inc. (previously BPM). Mr. Pinasco presented this item. He explained the relationship between BPM and DRJ CPAs. After discussion, President Panzer was authorized to sign the engagement letter with DRJ CPAs for services with respect to the preparation of forms 1099 and payroll consultation.

It was moved, seconded (D. MacDonnell/D. Lofstrom) and unanimously carried by the Board of Trustees of Reclamation District 1608 to authorize President Panzer to sign the engagement letter with DRJ CPAs.

5. **Insurance.** Discussion and possible action regarding authorizing District official to approve proposal for District Insurance renewal. Andy Pinasco presented this item. As in previous years, the insurance renewal application is in the process with Dohrmann Insurance Company. However, Greg Dohrmann and Lori Unger who have handled the District's insurance are no longer with Dohrmann Insurance and are now with James G. Parker & Associates. Discussion was held and the Trustees authorized for Greg Dohrmann to obtain RD 1608's file from Dohrmann Insurance Company and have the information sent to James G. Parker & Associates. Authority was given to Trustee President, Michael Panzer, to review proposal and, if satisfactory, approve the proposal.

It was moved, seconded (D. Lofstrom/D. MacDonnell) and unanimously carried by the Board of Trustees of Reclamation District 1608 to (1) authorize Greg Dohrmann to obtain the District's file from Dohrmann Insurance Company and have information sent to James G. Parker & Associates; (2) authorize the Trustee President to review and approve proposal.

6. **Property Assessment for Levee Maintenance and Capital Services.** Discussion and direction/action.

- a. General discussion and direction for 2025 Assessment Election.
- b. Fill out and Submit 2025 Assessment Election Ballot for District Owned Properties. Andy Pinasco reported the two community meetings regarding the 2025 assessment election had taken place and all ballots have been mailed. He noted that four parcels are owned by the District, but a vote cannot be cast without proper authorization. The Board may delegate authority to the President to sign and submit the ballot on behalf of the District; however, this must first be opened for public comment. Public comment opened at 8:28 a.m. Mr. Gulli inquired about the total value of the ballots to which Mr. Pinasco responded that it was a zero count. Following public comment,

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

District 1608 to authorize Board President to fill out ballot in support of assessment and submit ballot.

7. **Engineer's Report.** Discussion and Possible Action on Engineer's Report.  
District Engineer Chris Neudeck did not provide a written report but he did provide an oral report on a meeting with SJAFCA regarding the Functional Equivalent Study.
8. **Newsletter.** Discussion and direction.  
Andy Pinasco had no updates on this item. Chris Neudeck shared that he received public feedback indicating the newsletter was helpful.
9. **Superintendent Report.** Request for directions and approvals.  
Levee Superintendent Joe Bryson gave a written and oral report. In addition to the items in Mr. Bryson's report, he reported having ordered gravel and noticed the loads of gravel were different. He will be inspecting the material to eliminate the question of quality. Mr. Bryson also mentioned engineers from Michigan and Ohio are conducting surveys to inventory waterways. Chris Neudeck stated that the right of entry should not be granted unless the individuals are identified beforehand to confirm their authorization for access. Joe Bryson is to inform Chris Neudeck of anyone seeking access to the levee for any survey work.
10. **Meetings.** Report by Trustees on meetings attended and upcoming meetings. Request for direction. No report.
11. **Report and Possible Action on Progress of Tasks Assigned at Previous Board Meetings.** No report.
12. **Discussion and direction on Short-Term and Long-Range Goals.** The Short-Term and Long-Range goals were discussed. Trustee Lofstrom suggested changing the format to identify certain goals as on ongoing tasks and others as goals.
13. **District Calendar.** Discussion and direction.
  - a. Next Board Meeting April 2, 2025.
    - Everyone is available.
14. **Correspondence.**
  - a. Correspondence from Ava Community Energy. Mr. Pinasco indicated no recommendation is being made on the correspondence related to the Ava Community Energy since it's an opt out approach and the District's energy bill is not significant.
  - b. Correspondence from the Registrar of Voters. Mr. Pinasco indicated there is no action required from RD 1608 on the correspondence from the Registrar of voters.
15. **Approval of Bills.** District Secretary Elvia Trujillo presented an oral and written report on District expenses. Andy Pinasco requested adding a warrant for assessment

reimbursement to Lake Lincoln Association, Inc. in the amount of \$9,676.74 and would be confirming payment with the County. After review,

It was moved, seconded (D. Lofstrom/D. MacDonnell) and unanimously carried by the Board of Trustees of Reclamation District 1608 to include the reimbursement to Lake Lincoln to the list of Bills for Approval provided at the March 5, 2025, and to approve the list of bills as amended.

*The Board adjourned the meeting at 9:26 a.m. to start the closed session.*

**16. Closed Session.**

a. Public Employee Performance Evaluation.

Title: Levee Superintendent

b. Public Employee Performance Evaluation

Title: District Secretary

**17. Closed Session Report.**

The Board reconvened from Closed Session at 9:47 a.m. During the Closed Session, all three Trustees were present. There was no reportable action regarding Items 16.a and 16.b.

**18. 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 cost of living adjustment of three percent (3%) was approved for both the Levee Superintendent and the District Secretary.

It was moved, seconded (D. Lofstrom/D. MacDonnell) and carried by the Board of Trustees of Reclamation District 1608 to authorize the President to exercise amendment to (1) the Levee Superintendent Contract increasing the hourly rate by three percent (3%) to \$50.18 per hour and (2) the District Secretary Contract increasing the hourly rate by three (3%) to \$62.72 per hour.

**19. 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.

20. **Adjournment.** The meeting adjourned at 9:56 a.m.

Respectfully submitted,



Elvia C. Trujillo  
District Secretary

Acronyms Frequently Used

AC Repairs = Asphalt Concrete Repairs

CEQA = California Environmental Quality Act

CVFPDB = Central Valley Flood Protection Board

District= Reclamation District 1608

DWR = Department of Water Resources

KSN = Kjeldsen, Sinnock & Neudeck

LWA = Larsen Wurzel & Associates

MCSA = Maintenance and Capital Services Assessment District

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 Office of Emergency Services

USACE = United States Army Corps of Engineers

Reclamation District 1608  
Bills for Approval - March 5, 2025, Board Meeting (Amended)

NAME	Date	INVOICE #	AMOUNT	TOTAL \$	WARRANT #	CHECK #	RATIFICATION
Michael Panzer (3/5/25 Board Mtg)	3/5/2025	Trustee Stipend	\$299.92				
2/5/2025 Community Meeting	2/5/2025	Trustee Stipend	\$299.92				
2/19/2025 Community Meeting	2/19/2025	Trustee Stipend	\$299.92				
				<b>\$899.76</b>	6890		
Dan MacDonnell (3/5/25 Board Mtg)	3/5/2025	Trustee Stipend	\$299.92				
2/5/2025 Community Meeting	2/5/2025	Trustee Stipend	\$299.92				
2/19/2025 Special Meeting	2/19/2025	Trustee Stipend	\$299.92				
				<b>\$899.76</b>	6891		
Dottie Lofstrom (1/3/25 Board Mtg)	1/3/2025	Trustee Fee	\$299.92				
2/5/2025 Community Meeting	2/5/2025	Trustee Stipend	\$299.92				
2/19/2025 Special Meeting	2/19/2025	Trustee Stipend	\$299.92				
				<b>\$899.76</b>	6892		
Elvia Trujillo (February Services)	3/5/2025	Secretary Fee	\$1,424.80				
				<b>\$1,424.80</b>	6893		
PG&E (Stone River)	1/18/2025	2999432760-8	\$58.35				
				<b>\$58.35</b>	6894		
Neumiller & Beardslee	2/7/2025	352216	\$3,939.51				
				<b>\$3,939.51</b>	6895		
Dino and Son Ditching Service	2/6/2025	24-89	\$6,150.00				
				<b>\$6,150.00</b>	6896		
Kim Floyd Communications	1/2025-2/23/2025	V43355-15	\$10,989.16				
				<b>\$10,989.16</b>	6897		
DRJ CPAs, Inc.	2/15/2025	1026	\$500.00				
				<b>\$500.00</b>			
					6898		
Custom Spraying, Inc.	2/25/2025	280447	\$10,000.00				
				<b>\$10,000.00</b>	6899		

Reclamation District 1608  
Bills for Approval - March 5, 2025, Board Meeting (Amended)

Reclamation District 1608	3/5/2025	Transfer to Checking Acct	\$30,000.00				
				<b>\$30,000.00</b>	6900		
Lake Lincoln Association, Inc.	3/5/2025	Reimbursement	\$9,676.74				
				<b>\$9,676.74</b>	6901		
State Compensation Insurance Fund	1/31/2025	429775785	\$1,197.58	<b>\$1,197.58</b>		e-Check	
Bank of Stockton Visa	2/18/2025	12/28/24-1/27/25	\$3,794.64	<b>\$3,794.64</b>		Online	
ADP, Inc. (payroll)	1/31/2025	682364245	\$86.91	<b>\$86.91</b>		Online	
ADP, Inc. (payroll)	2/14/2025	683531154	\$83.92	<b>\$83.92</b>		Online	
State of California Payroll Taxes		1/31/25 and 2/15/25 Payroll	\$1,152.92	<b>\$1,152.92</b>		Online	
Federal Government Payroll Taxes		1/31/25 and 2/15/25 Payroll	\$3,801.93	<b>\$3,801.93</b>		Online	
Joe L. Bryson (Payroll)	1/31/2025	12/1/24 - 12/31/24	\$6,151.34	<b>\$6,151.34</b>		Direct Deposit	
Roger Lamarra (Payroll)	1/16/2025	1/16/25-1/31/25	\$885.70	<b>\$885.70</b>		Direct Deposit	
Roger Lamarra (Payroll)	2/15/2025	2/1/25-2/15/25	\$964.48	<b>\$964.48</b>		Direct Deposit	
Joe C. Godinez Sr. (Payroll)	1/31/2025	1/16/25-1/31/25	\$571.48	<b>\$571.48</b>		1644	
California State Disbursement Unit	1/31/2025	(Income Withholding)	\$330.00	<b>\$330.00</b>		ADP Processed	
Joe C. Godinez Sr. (Payroll)	2/15/2025	2/1/25-2/15/25	\$170.90	<b>\$170.90</b>		1645	
California State Disbursement Unit	2/15/2025	(Income Withholding)	\$170.91	<b>\$170.91</b>		ADP Processed	
Cash V. Lucero (Payroll)	1/31/2025	1/16/25-1/31/25	\$654.11	<b>\$654.11</b>		Direct Deposit	
Cash V. Lucero (Payroll)	2/15/2025	2/1/25-2/15/25	\$246.24	<b>\$246.24</b>		Direct Deposit	
		<b>WARRANT TOTAL:</b>		<b>\$75,437.84</b>			
		<b>CHECKING TOTAL:</b>		<b>\$20,263.06</b>			
		<b>TOTAL BILLS PAID</b>		<b>\$95,700.90</b>			