

## RECLAMATION DISTRICT NO. 1614

### AGENDA FOR SPECIAL BOARD OF TRUSTEES MEETING 2:00 P.M. JULY 11, 2016 509 WEST WEBER, 5TH FLOOR STOCKTON, CALIFORNIA

#### AGENDA

1. Call to Order/Roll Call.
2. Public Comment. The public may comment on any matter within the District's jurisdiction that is not on the agenda. Matters on the agenda may be commented on by the public when the matter is taken up.
3. Approval of Minutes of the regular meeting of June 6, 2016 and special meeting of June 16, 2016.
4. Presentation of Financial Status Report.
  - a. Approve 2015/2016 Audit Contract with CSV.
  - b. Approve Renewal of Insurance.
  - c. Approve Records Storage Agreement.
5. Presentation of Engineer's Report. Discussion and possible action:
  - a. Permit requests
  - b. Wisconsin Pump Station.
6. Presentation of Superintendent's Report; request for direction.
7. Adopt Resolution 2016-05 Certifying Assessments To Be Collected And Establishing A Procedure For Collection for Fiscal Year 2016-2017.
8. Adopt Resolution 2016-06 Certifying Wisconsin Pump Station Assessments To Be Collected And Establishing A Procedure For Collection for Fiscal Year 2016-2017.
9. Adopt Resolution 2016-07 Authorizing And Directing Filing Of Notice Of Exemption For Routine Maintenance, For Fiscal Year 2016-2017.
10. Report on Meetings Attended.
11. District Calendar.
  - a. August 1, 2016 and September 5, 2016 Regular Board Meetings have both been rescheduled to August 29, 2016.
12. Items for future meetings.

*This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the Americans with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code §54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact Rhonda Olmo at 209/948-8200 during regular business hours, at least forty-eight hours prior to the time of the meeting.*

*Materials related to an item on this Agenda submitted to the Trustees after distribution of the agenda packet are available for public inspection in the office of the District Secretary at Neumiller & Beardslee, 509 W. Weber Avenue, 5th Floor, Stockton, California during normal business hours. The agenda is also available on the Reclamation District website at: <http://www.rd1614.com/>*

13. Correspondence.
14. Motion to Approve of Bills.
15. Adjournment.

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**AGENDA PACKET  
RECLAMATION DISTRICT 1614  
JULY 11, 2016**

<b><u>ITEM</u></b>	<b><u>COMMENTARY</u></b>
1.	Self-explanatory.
2.	Self-explanatory.
3.	Please see attached.
4.	Please see attached.
5.	Self-explanatory.
6.	Self-explanatory.
7.	Please see attached.
8.	Please see attached.
9.	Please see attached.
10.	Self-explanatory.
11.	Please see attached.
12.	Self-explanatory.
13.	Please see attached.
14.	Self-explanatory.
15.	Self-explanatory

# ITEM 3

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES  
FOR RECLAMATION DISTRICT 1614  
HELD MONDAY, JUNE 6, 2016

The June meeting of the Board of Trustees of Reclamation District 1614 was held on Monday, June 6, 2016, at the law office of Neumiller & Beardslee, 509 W. Weber Avenue, 5<sup>th</sup> Floor, Stockton, California, at the hour of 2:00 p.m.

TRUSTEES PRESENT WERE:

WILLIAM DUNNING  
BEN KOCH  
ROBERT WISE

OTHERS PRESENT WERE:

DANIEL J. SCHROEDER  
CHRISTOPHER H. NEUDECK  
RHONDA L. OLMO  
ORLANDO LOBOSCO  
ANDREW J. PINASCO  
RICHARD GACER, resident  
ROBERT BELLIN, resident  
MAX GALLEGOS, resident  
JERRY GARCIA, resident

ABSENT WERE:

NONE

**Item 1. Call to Order/Roll Call.** The meeting was called to order by President Dunning at 2:00 p.m.

**Item 2. Public Comment.** Mr. Richard Gacer handed out a copy of his Public Records Request letter, dated May 30, 2016. This letter is in follow-up to his previous Public Record Request, dated April 24, 2016, requesting a copy of the information that he believes RD1614 prepared and sent to FEMA (around 2010) on the 11 pump stations it owns, maintains, and operates within Country Club. For the record, Attorney Dan Schroeder, responded on May 11, 2016 that the District did not have a final report to provide (citing the code section for the exemption) and stated that this document does not exist.

Mr. Jerry Garcia made various statements regarding the City of Stockton.

**Item 3. Approval of Minutes of regular meeting of May 2, 2016.** After review,

It was moved, seconded (Dunning/Koch) and unanimously carried by the Board of Trustees of Reclamation District 1614 that the minutes of the regular meeting of May 2, 2016 be approved as read.

**Item 4. Presentation of Financial Status Report.** District Secretary, Rhonda Olmo, handed out the Financial Report. After review,

It was moved, seconded (Dunning/Koch) and unanimously carried by the Board of Trustees of Reclamation District 1614 that the Financial Report be approved as presented and that the typo shown under "Total Cash on Hand" (\$11,596,589.76) be corrected to (\$1,596,589.76).

a. Adopt 2016-2017 Budget

Attorney Schroeder referred to the copy of the final draft budget in the Agenda packet and stated that it reflects the changes that he was directed to make from the last Board meeting. Mr. Schroeder received no other comments or requests for changes since. After review,

It was moved, seconded (Dunning/Koch) and unanimously carried by the Board of Trustees of Reclamation District 1614 that the FY 2016-2017 Budget be approved as presented.

b. Adopt Resolution 2016-04 Adopting Appropriations Limit for Fiscal Year 2016-2017.

Attorney Schroeder said that every year the District receives a portion of the property taxes that are generated from within the District. Under the California Constitution, the District is limited to the amount of property taxes that can be received during the year. Mr. Schroeder explained the formula demonstrating how the calculations were calculated (see Exhibit A to Resolution 2016-04). The calculations were based off an increase or decrease in the population within the area that the District is in. Mr. Schroeder said this is an exercise that is required off all Public Agencies this time of year. President Dunning asked for questions/comments. After discussion/review,

Upon motion duly made, seconded (Dunning/Koch) and unanimously carried, the Trustees of Reclamation District 1614 adopt Resolution 2016-04 Adopting Appropriations Limit for Fiscal Year 2016-2017.

Mr. Gacer asked if the assessments that are being collected on the Wisconsin Pump Station will remain the same. President Dunning said that was correct.

**Item 5. Presentation of Engineer's Report. Discussion and possible action:**

- a. Permit Requests.
- b. Wisconsin Pump Station.

Excerpts from the Engineer's Report:

I. WISCONSIN PUMP STATION RECONSTRUCTION UPDATE.

- A. Review settlement monitoring chart 2009 – 2016.  
(*Exhibit A: Summary of settlement monitoring – included with Engineer's Report*).

Mr. Neudeck explained Exhibit A (Settlement Monitoring from 2009 – 2016 – Wisconsin Pumping Plant). He stated that all four corners are measured approximately every six months, and that the readings over the entire period vary less than a half inch. Mr. Neudeck said that the Station is not settling substantially or differentially. He said this is good news. Further discussion was held.

II. Delta Levee Subventions Program SB 34

- A. Review status of plan and permit development for repairs to the Collins Property along Smith Canal at 2030 Moreing Court between the repairs made at the Davies and Guerrero residences. The Collin's have removed the vegetation from the waterside slope which has allowed further, more in depth inspection revealing a slope that is more gentle and not as vertical as originally thought. The flatter slope will allow for a more conventional riprap placement with moderate preparation above the mean high water line to complete. KSN is developing a plan based on the above and expects to have it fully developed and ready for competitive public bid by mid-July with a construction anticipating to start at the beginning in August.

Mr. Neudeck said he has been working with Dr. and Mrs. Collins on their visibility and accessibility issues. He has been working on designing how to get rock in without having to go through very expensive federal permitting.

Mr. Neudeck said that the conditions have not been completely complied with, but from the standpoint of the Collins' complying with the physical activity (clear the vegetation) that this has been done. Once Dr. and Mrs. Collins sign the Easement document, Mr. Neudeck said that he will move forward (anticipating bidding the work in mid-July and begin work in August).

III. SAN JOAQUIN COUNTY FLOOD MANAGEMENT (TAC) MEETINGS

- A. Review status of San Joaquin County Flood Management Technical Advisory Committee (TAC) Meetings. Meetings now only scheduled on the 3<sup>rd</sup> Wednesday of the month.

No Report.

**Item 6. Presentation of Superintendent's Report; request for direction.**

District Superintendent, Mr. Orlando Lobosco, handed out his Superintendent Report and stated that during his routine station checks that he had one issue at Buena Vista. He found the number one pump bound up with debris. Mr. Lobosco contacted Delta Pump and the issue was resolved. Mr. Lobosco said that all of the other stations are operating as designed.

Mr. Lobosco met with three Caltrans Engineers to go over the rerouting of run-off from the north bound lanes of I-5 to a detention basin (west side of I-5). He said this basin is designed to hold rain run-off. Mr. Neudeck said that all of I-5 (through RD1614) is detained.

On May 10, 2016, Mr. Lobosco went with the Stantec employees to the five stations receiving the alarm systems. Mr. Lobosco said that all five stations are now online and he will be meeting with them again on June 8<sup>th</sup> for more training on this system.

On May 19, 2016, Mr. Lobosco met with the Stockton PD (west of foot bridge along Smith Canal) to begin the eviction process of the homeless encampment. Notice of Eviction was posted on June 1, 2016 and the cleanup took place on June 4, 2016. He would like to add more rock to the top of this section of the levee to hinder further encampments (this issue will be further visited).

Mr. Lobosco concluded his Superintendent Report. President Dunning asked if anyone had questions. None were asked.

**Item 7. Report on Meetings Attended. None.**

**Item 8. District Calendar.**

- a. Annual Town Hall Special Meeting June 16, 2016 at the Ambler's Club. Meeting will be held on June 16<sup>th</sup> at 6:30 pm, 2000 Amblers Lane, Stockton.
- b. Reschedule July 4, 2016 Regular Board Meeting. Due to the 4<sup>th</sup> of July Holiday, this Regular meeting will be moved to July 11, 2016. The meeting will be held at 2:00 pm, 509 W. Weber Ave, 5<sup>th</sup> Floor, Stockton.
- c. Reschedule August 1, 2016 Regular Board Meeting. Attorney Dan Schroeder will be unavailable on this date. There will now be a combined August/September meeting on August 29, 2016. The meeting will be held at 2:00 pm, 509 W. Weber Ave, 5<sup>th</sup> Floor, Stockton.

**Item 9. Items for Future Meetings.** 1. Approve Audit Contract, if received.



**Item 10. Correspondence Received**

1. Application Referral, dated April 29, 2016, from San Joaquin County Community Development Department, Application Number PA-1600099 (TA), Applicant: Sutter Home Winery, Inc., Project Description: A Development Title Text Amendment application to add a permitted accessory use to a large winery in the AG (General Agriculture) zone to import, store, rectify, and distribute distilled spirits subject to special use regulations;

2. Application Referral, dated June 2, 2016, from San Joaquin County Community Development Department, Application Number PA-1500274 (TA), Applicant: Same, Revised Project Description: A Development Title Text Amendment application to amend Chapter 9-1075 Wineries and Related Facilities Chapter, etc., and

3. Letter from United States Department of Commerce re 2016 Government Units Survey.

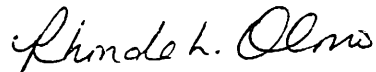
**Item 11. Motion to Approve Bills.**

It was moved, seconded (Dunning/Koch), and unanimously carried by the Board of Trustees for Reclamation District 1614 that the Trustee's authorize/approve the Bills to be Paid for May, 2016.

**Item 16. Adjournment.** The meeting was adjourned at 3:02 p.m.

Secretary: The agenda for this meeting was posted at 509 W. Weber Avenue, Stockton California at least 72 hours preceding the meeting.

Respectfully submitted,



Rhonda L. Olmo  
District Secretary

Reclamation District 1614  
May 2016 Bills

NAME	INVOICE #	AMOUNT	TOTAL \$	WARRANT #	CHECK #	SUBVENTION FUND
William Dunning		\$100.00		5361		
			\$100.00			
Ben Koch		\$50.00		5362		
			\$50.00			
Robert Wise		\$50.00		5363		
			\$50.00			
Rhonda L. Olmo		\$730.00		5364		
			\$730.00			
Neumiller & Beardslee	277595	\$4,132.02		5365		
			\$4,132.02			
Kjeldsen, Sinnock & Neudeck	18999	\$1,313.75		5366		
	19000	\$526.25				
	19001	\$723.75				
	19002	\$920.00				
	19003	\$18,137.34				
	19004	\$393.75				
	19005	\$15,648.40				
			\$37,663.24			
Delta Pump Company	18334	\$378.80		5367		
	18389	\$600.00				
	18405	\$1,753.21				
			\$2,732.01			
Croce & Company	2004787	\$267.25		5368		
			\$267.25			
Judith Buethe Communications	5049	\$922.50		5369		
			\$922.50			
Delk Pest Control	11876	\$220.00		5370		
	14589	\$220.00				
			\$440.00			

Reclamation District 1614  
May 2016 Bills

Holt Repair & Mfg., Inc.	11536	508.62		5371	
	11537	\$340.20			
			\$848.82		
Orlando Lobosco - Payroll		\$1,945.23			2439
			\$1,945.23		
State of California Payroll Taxes		\$34.57			online
			\$34.57		
Federal Government, Payroll Taxes		\$471.40			online
			\$471.40		
Sprint		\$101.36			online
			\$101.36		
Comcast		\$79.45			online
			\$79.45		
PG&E		\$795.46			online
			\$795.46		
Visa		\$391.62			online
			\$391.62		
State Fund		\$1,138.25			online
			\$1,138.25		

<b>WARRANT TOTAL:</b>	<b>\$47,935.84</b>
<b>CHECKING TOTAL:</b>	<b>\$4,957.34</b>
<b>TOTAL BILLS TO PAID</b>	<b><u>\$52,893.18</u></b>

**NOTES:**

Anticipated Fund Balance :	1,622,519.59 (as of May 31, 2016)
Less Submitted Bills for Payment:	<u>\$47,935.84</u>
<b>Total:</b>	<b>\$1,574,583.75</b>

**NOTES:**

Anticipated Checking Act. Balance :	\$28,242.17 (as of May 31, 2016)
Less Submitted Bills for Payment:	<u>\$4,957.34</u>
<b>Total:</b>	<b>\$23,284.83</b>

MINUTES OF TOWN HALL MEETING  
FOR RECLAMATION DISTRICT 1614  
HELD THURSDAY, JUNE 16, 2016

A Town Hall Meeting for Reclamation District 1614 was held on Thursday, June 16, 2016 at The Amblers Club at 2000 Amblers Lane, Stockton, CA 95204 at the hour of 6:30 p.m.

TRUSTEES PRESENT WERE:

WILLIAM DUNNING  
BEN KOCH  
ROBERT WISE

OTHERS PRESENT WERE:

DANIEL J. SCHROEDER  
CHRISTOPHER H. NEUDECK  
ORLANDO LOBOSCO  
JEAN L. KNIGHT, Acting Secretary

PUBLIC PRESENT,

Members of the public including  
RICHARD GACER, resident  
ROBERT BELLIN, resident  
MAX GALLEGOS, resident

The meeting was brought to order by Board President William Dunning at 6:30 p.m.

Resident Richard Gacer asked about when public comments could occur. Mr. Neudeck responded that they could be anytime throughout the meeting. If the item questioned is not on the agenda, that, too, could be discussed at any time. Mr. Neudeck also said that after adjournment, if people want to have further discussions, Trustees and staff will be available. He noted that the purpose of meeting was to meet at a non-traditional time homeowners may find it easier to attend and in a location closer to where the homeowners live.

Mr. Neudeck began with item 1 on the agenda and went through each item with discussion, as requested, following. A Power Point Presentation of these individual agenda items was presented by Mr. Neudeck. Below is a brief summary of each item discussed.

1. Organizational Chart. Mr. Neudeck went through the Organizational Chart and then identified the Trustees, including the Board Chair, President Dunning, and Trustees Ben Koch and Robert Wise, Legal Counsel Daniel Schroeder and Superintendent Orlando "Lonnie" Lobosco. He noted that Mr. Lobosco handles

the work dealing with the pumps and levees of the District. District Secretary Rhonda Olmo was not present.

2. Historical Formation Information. Mr. Neudeck noted that the District was originally formed as Reclamation District 561 and recorded with this name on February 8, 1894. On November 4, 1914, Reclamation District 1614 was formed by recordation and Reclamation District 561 was abandoned. Additional acreage of 263 acres was recorded on October 15, 1915 with a total acreage of the District being 1,598 acres. Two Historical Formation Maps, giving details of these Districts were included in the Power Point Presentation.
3. Assessment Information. Mr. Neudeck reported that currently there are two assessments for RD1614 and an assessment through SJAFCA. Details of these assessments are included in the document titled "Assessment Information by Land Use Classification."
  - General Operations and Maintenance Assessment averages \$69.81 for residential. There is no sunset period (does not expire) on this assessment.
  - Wisconsin Pump Station Capital Improvement Assessment, the average annual assessment for a single-family residential property is \$25.

Both the Wisconsin and the SJAFCA assessments run for 20 years.

4. Assessment District Boundaries for General O&M and Wisconsin Pump Station  
A Map providing this information was displayed and discussed.
5. Typical Duties and Responsibilities. Mr. Neudeck reported as follows:
  - General administrative duties:
    - Secretary maintains records and payments for Secretarial and Superintendent salaries, District audits, insurance, office supplies, and various vendor payments.
    - Consultants include the attorney, engineer and Accounting firm.
  - Levees
    - Riprap – riprapping of the levees is an ongoing job and is progressing nicely.
    - Weed Control – a continual job
    - Rodent Control. There was further discussion regarding beavers that are very aggressive and create holes in the levees. Constant vigilance with watching for and trapping with businesses licensed to do so.

- Drainage.
  - Electricity
  - Sump Cleaning & Weed Control
  - Plant Operation & Maintenance
  - Capital Improvements
  - Grant Management

There are 11 pumping plants – 5 on the Calaveras River area and 6 on Smith Canal area. These are maintained by the levee Superintendent with assistance from the District engineers as needed.

6. Wisconsin Pump Station Project Details. This pump station is working under capacity. Most of the pumps have been converted from old Ag pumps. This station should be pumping 3 times the amount it currently is. The District staff is still researching grant possibilities and grants that have been applied for were identified by Mr. Neudeck. So far, the District has not been successful in obtaining any of these grants. Concerns about this pump station were discussed by some the public present and responded to by Mr. Neudeck and Mr. Schroeder. One homeowner said he would gladly pay more of an assessment to rebuild this pump station. However, staff feels they still have time within the current assessment timeline. Staff and consultants are constantly watching the pump's performance. The District is currently in a flood plain and finishing off the floodgate and the Wisconsin pump station is needed to help remove the District from the flood plain and eliminate flood insurance.

Mr. Gacer also suggested forming a committee of two trustees and two residents together to research funding. It was stated that obtaining grants is very competitive. Mr. Schroeder noted that the District has been looking for other types of funding. They are also working with the State to see if the District can get direct funding from the State. Also being considered is borrowing from a commercial lender, but the District would have to be able to pay the loan back and noted that there is not enough money coming in from the assessment to re-pay a loan. The District would need to go back to the residents and do another assessment. There was discussion on the District finances and how much the District does have. Mr. Gacer mentioned he thought the District has 1.2 Million Dollars. Mr. Schroeder noted that the current budget for expenses is \$793,110. There is a reserve of around \$700,000 of funds that are not budgeted but Mr. Neudeck said that one beaver den damage to a levee could easily cost the District \$75,000. So, even though it looks like the District would have enough money to potentially fund the Wisconsin Pump station, \$700,000 is not a great nest egg. Mr. Neudeck also mentioned high water years and the possibility of how problems could increase expenses very quickly.

Mr. Neudeck also went over the slides that included emergency plans that included the use of a generator, use of portable pumps and a temporary shoring plan should problems

escalate with the Wisconsin Pump Station. The Project Schedule also showed a construction completion date of 2018.

7. SJAFCA Smith Canal Gate Project Schedule. Mr. Gacer mentioned that SJAFCA, with respect to the gate structure, is currently being sued by some residents of the District. Mr. Neudeck responded that this can be true for many big projects but it does not mean the project will not go through. Mr. Neudeck also went over the slide that details the project schedule for the Gate, with construction starting mid-August 2017 and completion date of December 2018.

8. Emergency Operations Plan. The Emergency Operations Plan and a map included was shown in the Power Point Presentation. Mr. Neudeck reported that the State paid 100% of the cost to develop these plans and maps. The purpose of this plan and map was to develop a baseline in the event of a flood.

9. Website. [www.rd1614.com](http://www.rd1614.com) – Mr. Neudeck showed the photo of the website and said the site now includes the District's emergency plan. He noted that training is required of the Board members, as well as staff and training is required and needed for the District to receive funding if the District should seek assistance with emergency operations.

Regarding the structure of RD1614, the District is comprised of Smith Canal on the south and the Calaveras River on the north. Smith Canal is part of the District whereas the Calaveras River is a Project Levee run by the San Joaquin County Flood Control and Water Conservation District. Mr. Lobosco takes care of the 11 individual pumps but only the levee on the Smith Canal side.

Max Gallegos, former District Superintendent, described the District in 2003, when only property taxes were received as income. The District has, since then, held several Proposition 218 assessment hearings wherein the District prevailed and there in, has been receiving assessment income along with the property tax monies. The first Proposition 218 assessment election was in 2006 and the second in 2013.

Mr. Schroeder spoke briefly on the topic of grants. He said that grants are free money. The District is working on maximizing its opportunity to obtain grant monies. However, it also needs to have a backup plan. There have been times that the District has had to rely on backup power by way of generators and has been successful in not having any flooding. A number of the pumping plants are now equipped to give telemetry-based data responses. If things come up, it gives report. Two pump stations had power and plant outages. Not a drop of water went in the street. The District was prepared. Five of the eleven pump stations have the telemetry alarms and the plan is that the remaining six will be done within the next year.

Members of the public noted that there is a real communication gap between the residents in the District and the Board. It was suggested that having more meetings out in the area where the people live would be helpful.

Mr. Gacer handed a Petition to President Dunning. He noted that people in the country club area do not come downtown. It was a petition signed about 40 residents that requested a time and location for local meetings.

After the above discussion, Mr. Neudeck asked the Trustees and staff to give a little additional information about themselves. Mr. Neudeck was asked specifically about his background. He noted that his engineering firm had 60 years in levee work and he had over 30 himself. He noted that the law firm of Neumiller & Beardslee also represented many reclamation districts. Each Trustee then went into their own history and how their experiences and knowledge tied in with what they are doing on the District's Board.

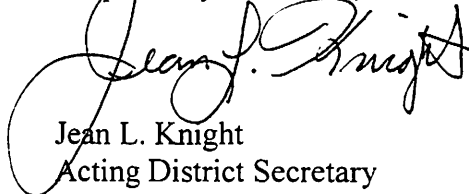
After the individual talks, more discussion on setting meetings in the District area was discussed. This will be looked at more thoroughly.

Also mentioned was that there would be an election coming up later this year as two of the Trustee positions are nearing the end of their 4 year term. The information will be forthcoming from the Registrar of Voters – likely within the next few months.

10. Adjourn – As stated above, the District staff and Trustees noted that they would be around after the meeting adjourned for additional questions. The meeting adjourned at 8:00 p.m.

Secretary: The agenda for this meeting was posted at The Amblers Club at 2000 Amblers Lane, Stockton, CA 95204 at least 72 hours preceding the meeting.

Respectfully submitted,



Jean L. Knight  
Acting District Secretary



# ITEM 4



CROCE, SANGUINETTI, & VANDER VEEN<sup>INC.</sup>

CERTIFIED PUBLIC ACCOUNTANTS

June 13, 2016

Board of Trustees

**Reclamation District No. 1614**

Post Office Box 4807

Stockton, California 95204

We are pleased to confirm our understanding of the services we are to provide **Reclamation District No. 1614** for the year ending June 30, 2016. We will audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of **Reclamation District No. 1614** as of and for the year ending June 30, 2016. Accounting standards generally accepted in the United States of America provide for certain required supplementary information, such as management's discussion and analysis, to supplement **Reclamation District No. 1614's** basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. After a thorough review of the reporting standards and the costs associated with implementation, we propose to exclude the management's discussion and analysis. The reporting methodology proposed will minimize district accounting fees. As part of our engagement, we will apply certain limited procedures to **Reclamation District No. 1614's** remaining RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual - Governmental Funds.

#### **Audit Objective**

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of **Reclamation District No. 1614's** financial statements. Our report will be addressed to the Board of Trustees

of **Reclamation District No. 1614**. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or may withdraw from this engagement.

If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming an opinion on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express an opinion or issue a report, or withdrawing from the engagement.

### **Audit Procedures - General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from errors, fraudulent financial reporting, misappropriation of assets, or violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with auditing standards generally accepted in the United States of America. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include direct confirmation of cash and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We may request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

## **Audit Procedures - Internal Control**

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

## **Audit Procedures - Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of **Reclamation District No. 1614's** compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion. Management maintains the responsibility for identifying and ensuring that **Reclamation District No. 1614** complies with applicable laws, regulations, contracts, and other agreements.

## **Other Services**

We will also prepare the Special Districts Financial Transactions Report and the Government Compensation in California Report of **Reclamation District No. 1614**. We will perform the services in accordance with applicable professional standards. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

## **Management Responsibilities**

Management is responsible for establishing and maintaining effective internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, additional information that we may request for the purpose of the audit, and unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving management, employees who have significant roles in internal control, and others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

With regard to using the auditor's report, you understand that you must obtain our prior written consent to reproduce or use our report in bond offering official statements or other documents.

With regard to electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

You agree to assume all management responsibilities for any nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

### **Engagement Administration, Fees, and Other**

Pauline Sanguinetti is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it. Our audit engagement ends on delivery of our audit report. Any follow-up services that might be required will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific engagement letter for that service.

It is our policy to keep records related to this engagement for seven years. However, Croce, Sanguinetti, & Vander Veen, Inc. does not keep any original client records, so we will return those to you at the completion of the services rendered under this engagement. When records are returned to you, it is your responsibility to retain and protect your records for possible future use, including potential examination by government or regulatory agencies. By your signature below, you acknowledge and agree that upon the expiration of the seven-year period, Croce, Sanguinetti, & Vander Veen, Inc. shall be free to destroy our records related to this engagement.

We expect our fees for the services set forth in this letter for the fiscal year ending June 30, 2016 not to exceed \$3,795. Our invoices for the services outlined in this letter are payable on presentation. The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

In the event that the District requires a single audit due to the expenditure of federal funds, we will perform such an audit in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards* issued by the Comptroller







CROCE, SANGUINETTI, & VANDER VEEN<sup>INC.</sup>

CERTIFIED PUBLIC ACCOUNTANTS

June 13, 2016

Board of Trustees  
**Reclamation District No. 1614**  
Post Office Box 4807  
Stockton, California 95204

You have requested that we prepare the Special Districts Financial Transactions Report of **Reclamation District No. 1614** for the year ending June 30, 2016. We are pleased to confirm our acceptance and our understanding of this engagement to prepare the Special Districts Financial Transactions Report of **Reclamation District No. 1614** by means of this letter.

### **Our Responsibilities**

The objective of our engagement is to prepare the Special Districts Financial Transactions Report in accordance with the requirements of the Controller of the State of California, which differ from accounting principles generally accepted in the United States of America. We will conduct our engagement in accordance with Statement on Standards for Accounting and Review Services (SSARS) promulgated by the Accounting and Review Services Committee of the AICPA and comply with the AICPA's Code of Professional Conduct, including the ethical principles of integrity, objectivity, professional competence, and due care.

We are not required to, and will not, verify the accuracy or completeness of the information you will provide to us for the engagement or otherwise gather evidence for the purpose of expressing an opinion or a conclusion. Accordingly, we will not express an opinion or a conclusion or provide any assurance on the Special Districts Financial Transactions Report.

Our engagement cannot be relied upon to identify or disclose any misstatements, including those caused by fraud or error, or to identify or disclose any wrongdoing within the entity or noncompliance with laws and regulations.

### **Management Responsibilities**

The engagement to be performed is conducted on the basis that management acknowledges and understands that our role is to prepare the Special Districts Financial Transactions Report in accordance with the requirements of the Controller of the State of California. Management has the following overall responsibilities that are fundamental to our undertaking the engagement to prepare your Special Districts Financial Transactions Report in accordance with SSARS:

- a. The prevention and detection of fraud
- b. To ensure that the entity complies with the laws and regulations applicable to its activities

- c. The accuracy and completeness of the records, documents, explanations, and other information, including significant judgments, you provide to us for the engagement to prepare the Special Districts Financial Transactions Report
- d. To provide us with:
  - i. Documentation, and other related information that is relevant to the preparation and presentation of the Special Districts Financial Transactions Report,
  - ii. Additional information that may be requested for the purpose of the preparation of the Special Districts Financial Transactions Report; and
  - iii. Unrestricted access to persons within **Reclamation District No. 1614** of whom we determine necessary to communicate.

As part of our engagement, we will issue a disclaimer that will state that the Special Districts Financial Transactions Report was not subjected to an audit, review, or compilation engagement by us and, accordingly, we do not express an opinion, conclusion, nor provide any assurance on them.

#### **Other Relevant Information**

We expect our fees for the services set forth in this letter for the fiscal year ended June 30, 2016 not to exceed \$200. Our invoices for the services outlined in this letter are payable on presentation. The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

It is our policy to keep records related to this engagement for seven years. However, Croce, Sanguinetti, & Vander Veen, Inc. does not keep any original client records, so we will return those to you at the completion of the services rendered under this engagement. When records are returned to you, it is your responsibility to retain and protect your records for possible future use, including potential examination by government or regulatory agencies. By your signature below, you acknowledge and agree that upon the expiration of the seven-year period, Croce, Sanguinetti, & Vander Veen, Inc. shall be free to destroy our records related to this engagement.

Should any litigation or adverse action (such as audits by outside organizations and/or threatened litigation, etc.) by third parties arise against **Reclamation District No. 1614** or its officers subsequent to this engagement, which results in the subpoena of documents from Croce, Sanguinetti, & Vander Veen, Inc. and/or requires additional assistance from us to provide information, depositions, or testimony, **Reclamation District No. 1614** hereby agrees to compensate Croce, Sanguinetti, & Vander Veen, Inc. (at our standard hourly rates) for additional time charges and other costs (copies, travel, etc.) and to indemnify us for any attorney's fees to represent Croce, Sanguinetti, & Vander Veen, Inc.



If any dispute arises among the parties hereto, the parties agree to first try in good faith to settle the dispute by mediation administered by the American Arbitration Association or other organization under its applicable rules for professional accounting and related services disputes before resorting to litigation. The costs of any mediation proceeding shall be shared equally by all parties.

We appreciate the opportunity to be of service to **Reclamation District No. 1614** and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign where indicated and return it to us. A copy of this engagement letter is enclosed for your files.

Very truly yours,

*Croce, Sanguinetti, & Vander Veen, Inc.*

CROCE, SANGUINETTI, & VANDER VEEN, INC.  
Certified Public Accountants

RESPONSE:

This letter correctly sets forth the understanding of **Reclamation District No. 1614**.

Trustee signature: *X* \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

ARCH INSURANCE COMPANY

## STATEMENT OF VALUES

NAMED INSURED: RECLAMATION DISTRICT NO. 1614  
EFFECTIVE DATE: 082216

LOC. NO.	BLDG. NOG.	LOCATION OF PROPERTY	DESCRIPTION OF PROPERTY	COVERAGE (1)	VALUES (2)
			SPECIFIC		
1	1	N. BANK SMITHS CANAL AT BUENA VISTA PUMP STOCKTON, CA 95204	PUMPHOUSE	B	188,300 RC
2	1	SMITH CANAL AT LAKE DRIVE STOCKTON, CA 95204	PUMP HOUSE	B	106,000 RC
3	1	N. BANK SMITH CANAL AT FRANKLIN STOCKTON, CA 95204	PUMPHOUSE	B	262,000 RC
4	1	WS PLYMOUTH SMITH CANAL STOCKTON, CA 95204	PUMPHOUSE	B	328,600 RC
5	1	2958 CANAL DRIVE STOCKTON, CA 95204	PUMPHOUSE	B	198,600 RC
6	1	E/S MOREING ROAD S/O COUNTRY CLUB BLVD. STOCKTON, CA 95204	PUMPHOUSE	B	148,000 RC
7	1	S/S CALAVERAS RIVER END OF WISCONSIN AVE. STOCKTON, CA 95204	PUMPHOUSE	B	307,000 RC
8	1	KIRK NEAR CALAVERAS RIVER STOCKTON, CA 95204	PUMPHOUSE	B	168,500 RC
9	1	PLYMOUTH AND RIVER DR. NW STOCKTON, CA 95204	PUMPHOUSE	B	214,300 RC
10	1	2440 RIVER DRIVE STOCKTON, CA 95204	PUMPHOUSE	B	138,600 RC
11	1	3839 STEPPING STONE WAY STOCKTON, CA 95204	PUMPHOUSE	B	153,500 RC

UCP 020 08/91 (cont.)

ARCH INSURANCE COMPANY

STATEMENT OF VALUES

NAMED INSURED: RECLAMATION DISTRICT NO. 1614  
EFFECTIVE DATE: 082216

LOC. NO.	BLDG. NOG.	LOCATION OF PROPERTY	DESCRIPTION OF PROPERTY	COVERAGE (1)	VALUES (2)
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(1) B=Building S=Stock BPP=Business Personal Property PPO=Personal Property of Others Other=Specify Above  
BINC=Business Income EXXP=Extra Expense TUIT=Tuition and Fees  
(2) ACV=Actual Cash Value RC=Replacement Cost FRC=Functional Replacement Cost MV=Market Value NA=Not Applicable

1. THE VALUES MUST BE ACTUAL CASH VALUES(100%), REPLACEMENT COST VALUES(100%), OR FUNCTIONAL REPLACEMENT COST VALUES AND SHOULD REFLECT THE BASIS OF COVERAGE FOR EACH ITEM (AS EITHER BUILDINGS, STOCKS, BUSINESS PERSONAL PROPERTY, PERSONAL PROPERTY OF OTHERS OR OTHER.
2. THE VALUES SHALL BE SUBMITTED TO THE INSURANCE COMPANY AND SUBJECT TO ITS ACCEPTANCE.
3. NOTHING CONTAINED IN THESE INSTRUCTIONS SHALL BE CONSTRUED AS CHANGING IN ANY MANNER THE CONDITIONS OF THE POLICY.
4. THE COMPANY MAY REQUIRE THIS STATEMENT OF VALUES TO BE SIGNED BY THE INSURED, OR IN THE CASE OF FIRMS, BY A PARTNER OR AN OFFICER.

TO WHOM IT MAY CONCERN:  
VALUES FOR THIS STATEMENT OF VALUES WERE PREPARED FOR RECLAMATION DISTRICT NO. 1614

BY: \_\_\_\_\_  
NAME OF PERSON(WITH TITLE) OR CORPORATION PREPARING VALUES

STREET ADDRESS CITY STATE ZIP CODE  
AND ARE HEREBY FILED WITH ARCH INSURANCE COMPANY  
STATEMENT OF VALUES FORM.

ALL VALUES SUBMITTED ARE CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

SIGNED \_\_\_\_\_  
TITLE \_\_\_\_\_  
DATE \_\_\_\_\_

## RECORDS STORAGE AGREEMENT

This Agreement is made this 1<sup>st</sup> day of August, 2016 (“Effective Date”), by and between Reclamation District 1608 (“RD 1608”), Reclamation District 1614 (“RD 1614”), Reclamation District 2126 (“RD 2126”), and Reclamation District 828 (“RD 828”), all reclamation districts formed under the California Water Code, sections 50000 *et seq.*, (collectively, the “Parties”).

### Recitals

WHEREAS, RD 1608 has entered into a one-year renewable lease with B & R Self Storage for a storage unit space located at 7777 Kelley Drive Stockton, CA 95207-1100, identified as “Unit No. 186” (“Storage Unit”) for the purposes of storing official District records; and

WHEREAS, the Storage Unit secured by RD 1608 is large enough to accommodate the storage of records for the Parties; and

WHEREAS, the sharing of storage space in the Storage Unit for District records will be both cost-effective and convenient for all of the Parties;

WHEREAS, this Agreement constitutes the sole and entire agreement of the parties to this Agreement with respect to storage of and sharing costs associated with storage of District records, and supersedes all prior agreements with respect to such subject matter.

NOW THEREFORE, the Parties hereto agree as follows:

### Agreement

#### 1. Duration/Termination of Agreement

- 1.1. The Initial Term of this Agreement shall commence on the Effective Date of this Agreement, and shall terminate on September 30, 2017 (“Termination Date”) subject to Section 1.2 of this Agreement.
- 1.2. This Agreement shall automatically renew for an additional one (1) year Term at 12:00 AM October 1 of each successive year.
- 1.3. Notice of non-renewal or termination of this Agreement shall be provided by the non-renewing Party to the remaining Parties in writing, at least 30 days prior to the date and time of automatic renewal.

#### 2. Terms of Agreement

- 2.1. The District Secretary for RD 1608 shall be the custodian of the keys to the Storage Unit, and shall make them available to the Secretary(ies) or designee of each Party upon reasonable notice.
- 2.2. Any of the Parties accessing the Storage Unit shall not access, view, move, or otherwise disturb the records of any other Party.
- 2.3. Any Party wishing to terminate this Agreement, pursuant to Section 1.3, prior to the Termination Date shall not be refunded any rental fees paid.

#### 3. Payment

- 3.1. Rental for the Storage Unit is paid on an annual basis, in advance, for a rental term of one (1) calendar year.
- 3.2. RD 1608 shall pay the full cost of rental charges for the Storage Unit annually, and shall be reimbursed by all Parties to this Agreement for their equal pro rata share of the rental fee.

- 3.3. The Parties shall equally bear the rental and associated costs of the Storage Unit, including the cost for the period from the Effective Date of this Agreement to September 30, 2016 when the next annual rental payment is made to the owner of the Storage Unit.
- 3.4. The District Secretary for RD 1608 shall notify each of the Parties the amount of its shared portion of the Storage Unit rental cost for the renewed term within 30 days of receipt of the annual bill for the Storage Unit.
- 3.5. Payment from the Parties shall be remitted to RD 1608 within 30 days of notice in Section 3.4.

4. Amendment and Modification

- 4.1. This Agreement may only be amended, modified, or supplemented by an agreement in writing signed by each party hereto.

5. Entire Agreement

- 5.1. This Agreement constitutes the sole and entire agreement of the Parties to this Agreement with respect to the subject matter herein, and supersedes all prior and contemporaneous understandings, agreements, both written and oral, with respect to such subject matter.

EXECUTED on the date first written below at Stockton, San Joaquin County, California.

**RECLAMATION DISTRICT 1608 (“RD 1608”)**

By: \_\_\_\_\_ Date: \_\_\_\_\_

**RECLAMATION DISTRICT 1614 (“RD 1614”)**

By: \_\_\_\_\_ Date: \_\_\_\_\_

**RECLAMATION DISTRICT 2126 (“RD 2126”)**

By: \_\_\_\_\_ Date: \_\_\_\_\_

**RECLAMATION DISTRICT 828 (“RD 828”)**

By: \_\_\_\_\_ Date: \_\_\_\_\_

# ITEM 7

**RECLAMATION DISTRICT NO. 1614  
RESOLUTION 2016-05**

**RESOLUTION CERTIFYING ASSESSMENTS TO BE COLLECTED  
AND ESTABLISHING A PROCEDURE FOR COLLECTION**

WHEREAS, Reclamation District No. 1614 provides a benefit and service to the land located within the District by the repair, upgrading, maintenance and operation of the reclamation works of the District in that such works serve to prevent the flooding of the land within the District; and

WHEREAS, the revenues received by the District from the County of San Joaquin in accordance with the statutes enacted under Article XIII A of the California Constitution are insufficient to provide the benefits and services which the District is obligated by the California Water Code to provide, and specifically are insufficient to insure proper maintenance of the reclamation works and to provide for emergencies; and

WHEREAS, the District is empowered by sections 51200 et seq. and section 50904 of the California Water Code to fix and collect assessments for the provision of such benefits and services to supplement the revenues received from the County of San Joaquin, and to provide for the collection of such assessments by the San Joaquin County Auditor, and to provide for penalties and procedures in the event of delinquency of payment of such assessments; and

WHEREAS, this Resolution is in compliance with the California Water Code; and

WHEREAS, the District has complied with the procedures of California Constitution Articles XIIC and XIID, and has received a majority vote authorizing the collection of a maximum amount of assessments for each fiscal year commencing fiscal year 2006-2007; and

WHEREAS, the assessments imposed by this Resolution are levied without regard to property valuation;

NOW, THEREFORE, BE IT RESOLVED, AND IT IS HEREBY RESOLVED, by the Board of Trustees of Reclamation District 1614 that:

1. The foregoing recitals are true and correct and this Board so finds and declares.
2. It is the determination of the Board that the benefits and services provided by the District apply to each lot within the District as set forth in the Engineer's Report, dated February 12, 2006, previously approved by this Board, except as specific adjustments have been approved by this Board after hearing.
3. The San Joaquin County Auditor is requested to collect such assessments, as set forth on Exhibit "A" attached hereto.

4. Such assessments shall appear as a separate item on the San Joaquin County Property Tax Bill for fiscal year 2016-2017 and shall be collected at the same time and in the same manner as the San Joaquin County Ad Valorem Property Taxes, and shall be subject to the same penalties and the same procedure and sale in case of delinquency as are provided by law for such County taxes.

5. In the case of all parcels within the District which are owned in common by more than one owner, and which do not have a separate legal entity holding the title thereto, the assessments otherwise applicable thereto shall be paid equally by the common owners.

6. In the case of all Planned Unit Residential Development areas (exclusive of independent recreation facilities, independent common green parcels, and entrance features which shall be billed to the applicable owner's association), assessments established by this Resolution shall be apportioned equally to each residential unit in such areas.

7. The revenue so collected which is necessary for the provisions of said benefits and services, is supplemental to the revenues received by the District from the County of San Joaquin in accordance with the statutes enacted under Article XIII A of the California Constitution and is not in lieu thereof.

8. The President and Secretary of the District are hereby authorized and directed to execute such documents as are necessary to carry out this Resolution.

9. The Engineer and Attorney for the District are hereby authorized and directed to assist the Auditor of San Joaquin County in preparing the rolls to comply with this Resolution, and to bill separately those parcels assessed which do not appear on the rolls.

10. The Secretary of the District is hereby authorized and directed to certify a copy of this Resolution to the Auditor of San Joaquin County.

PASSED AND ADOPTED by the Board of Trustees of Reclamation District No. 1614 at a meeting thereof held on this 11th day of July, 2016, by the following vote, TO WIT:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTENTION: \_\_\_\_\_

ABSENT: \_\_\_\_\_



RECLAMATION DISTRICT NO. 1614  
A Political Subdivision of the  
State of California

By: \_\_\_\_\_  
WILLIAM DUNNING, President

ATTEST:

\_\_\_\_\_  
RHONDA OLMO, Secretary

CERTIFICATION

I, RHONDA OLMO, Secretary of Reclamation District No. 1614, do hereby certify that the foregoing is a full, true and correct copy of a resolution of Reclamation District No. 1614 duly passed and adopted at a regular meeting of the Board of Trustees thereof held on the 11th day of July, 2016.

Dated: \_\_\_\_\_, 2016.

\_\_\_\_\_  
RHONDA OLMO, Secretary  
Reclamation District No. 1614

# ITEM 8

**RECLAMATION DISTRICT NO. 1614  
RESOLUTION 2016-06**

**RESOLUTION CERTIFYING WISCONSIN PUMP STATION ASSESSMENTS TO BE  
COLLECTED AND ESTABLISHING A PROCEDURE FOR COLLECTION**

WHEREAS, Reclamation District No. 1614 provides a benefit and service to the land located within the District by the repair, upgrading, maintenance and operation of the reclamation works of the District in that such works serve to prevent the flooding of the land within the District; and

WHEREAS, the revenues received by the District from the County of San Joaquin in accordance with the statutes enacted under Article XIII A of the California Constitution are insufficient to provide the benefits and services which the District is obligated by the California Water Code to provide, and specifically are insufficient to insure proper maintenance of the reclamation works and to provide for emergencies; and

WHEREAS, the District is empowered by sections 51200 et seq. and section 50904 of the California Water Code to fix and collect assessments for the provision of such benefits and services to supplement the revenues received from the County of San Joaquin, and to provide for the collection of such assessments by the San Joaquin County Auditor, and to provide for penalties and procedures in the event of delinquency of payment of such assessments; and

WHEREAS, this Resolution is in compliance with the California Water Code; and

WHEREAS, the District has complied with the procedures of California Constitution Articles XIIC and XIID, and has received a majority vote authorizing the collection of a maximum amount of assessments for each fiscal year commencing fiscal year 2014-2015; and

WHEREAS, the assessments imposed by this Resolution are levied without regard to property valuation;

NOW, THEREFORE, BE IT RESOLVED, AND IT IS HEREBY RESOLVED, by the Board of Trustees of Reclamation District 1614 that:

1. The foregoing recitals are true and correct and this Board so finds and declares.
2. It is the determination of the Board that the benefits and services provided by the District apply to each lot within the District as set forth in the Engineer's Report, dated February 26, 2013, previously approved by this Board, except as specific adjustments have been approved by this Board after hearing.
3. The San Joaquin County Auditor is requested to collect such assessments, as set forth on Exhibit "A" attached hereto.

4. Such assessments shall appear as a separate item on the San Joaquin County Property Tax Bill for fiscal year 2016-2017 and shall be collected at the same time and in the same manner as the San Joaquin County Ad Valorem Property Taxes, and shall be subject to the same penalties and the same procedure and sale in case of delinquency as are provided by law for such County taxes.

5. In the case of all parcels within the District which are owned in common by more than one owner, and which do not have a separate legal entity holding the title thereto, the assessments otherwise applicable thereto shall be paid equally by the common owners.

6. In the case of all Planned Unit Residential Development areas (exclusive of independent recreation facilities, independent common green parcels, and entrance features which shall be billed to the applicable owner's association), assessments established by this Resolution shall be apportioned equally to each residential unit in such areas.

7. The revenue so collected which is necessary for the provisions of said benefits and services, is supplemental to the revenues received by the District from the County of San Joaquin in accordance with the statutes enacted under Article XIII A of the California Constitution and is not in lieu thereof.

8. The President and Secretary of the District are hereby authorized and directed to execute such documents as are necessary to carry out this Resolution.

9. The Engineer and Attorney for the District are hereby authorized and directed to assist the Auditor of San Joaquin County in preparing the rolls to comply with this Resolution, and to bill separately those parcels assessed which do not appear on the rolls.

10. The Secretary of the District is hereby authorized and directed to certify a copy of this Resolution to the Auditor of San Joaquin County.

PASSED AND ADOPTED by the Board of Trustees of Reclamation District No. 1614 at a meeting thereof held on this 11th day of July, 2016, by the following vote, TO WIT:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTENTION: \_\_\_\_\_

ABSENT: \_\_\_\_\_

RECLAMATION DISTRICT NO. 1614  
A Political Subdivision of the  
State of California

By: \_\_\_\_\_  
WILLIAM DUNNING, President

ATTEST:

\_\_\_\_\_  
RHONDA OLMO, Secretary

CERTIFICATION

I, RHONDA OLMO, Secretary of Reclamation District No. 1614, do hereby certify that the foregoing is a full, true and correct copy of a resolution of Reclamation District No. 1614 duly passed and adopted at a regular meeting of the Board of Trustees thereof held on the 11th day of July, 2016.

Dated: \_\_\_\_\_, 2016.

\_\_\_\_\_  
RHONDA OLMO, Secretary  
Reclamation District No. 1614

# ITEM 9

**RECLAMATION DISTRICT 1614  
RESOLUTION 2016-07**

**RESOLUTION AUTHORIZING AND DIRECTING FILING OF NOTICE OF  
EXEMPTION FOR ROUTINE MAINTENANCE, FOR FISCAL YEAR 2016-2017**

WHEREAS, the Board of Trustees (“Board”) of Reclamation District 1614 (“District”), in conjunction with, but not limited to, that certain Delta Levee Maintenance Subventions Program Work Agreement Fiscal Year 2016-2017 (“Agreement”), between the District and the Central Valley Flood Protection Board of the State of California (“Protection Board”) has determined that the work described therein consists of routine maintenance to existing levee improvements;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. All repair of wave wash and erosion protection, all levee crown restoration which is not in excess of the 100 year flood elevation plus (2) two feet and all levee section restoration including adding material to back slopes, construction of toe berms and construction of seepage berms, drains and other measures to control seepage exit gradients to less than 0.5 and including the work described in the Fiscal Years 2016-2017 Delta Levee Subventions Program Applications consists of routine maintenance to existing levee improvements and falls within the categorical exemptions to the California Environmental Quality Act pursuant to Section 15301 (Class I) of the Guidelines for the California Environmental Quality Act, California Administrative Code of Regulations, Title 14, Chapter 3, Article 19.
2. The District finds the proposed work will not have a material adverse effect upon the environment.
3. That said work does not constitute an exception to the exemptions of the California Environmental Quality Act.
4. That Christopher H. Neudeck is hereby directed to prepare and file with the County Clerk of San Joaquin County for posting, a “Notice of Exemption” pursuant to California Administrative Code, Title 14, Chapter 3, Section 15062.

PASSED AND ADOPTED by the Board of Trustees of Reclamation District 1614, at a meeting thereof, held on July 11, 2016, by the following vote:

AYES: \_\_\_\_\_  
NOES: \_\_\_\_\_  
ABSENT: \_\_\_\_\_  
ABSTENTION: \_\_\_\_\_

RECLAMATION DISTRICT 1614

A Political Subdivision of the  
State of California

By: \_\_\_\_\_  
PRESIDENT

ATTEST:

\_\_\_\_\_  
SECRETARY

CERTIFICATION

I, \_\_\_\_\_, Secretary of Reclamation District 1614, do hereby certify that the foregoing is a full, true and correct copy of a resolution of Reclamation District 1614 duly passed and adopted at a meeting of the Board of Trustees thereof held on the 11th day of July, 2016.

Dated: \_\_\_\_\_, 2016

\_\_\_\_\_  
SECRETARY, Reclamation District 1614



# ITEM 11

## RD 1614: MASTER CALENDAR

### JANUARY

- Renewal of Insurance

### FEBRUARY

- Send out Form 700s, remind Trustees of April 1 filing date
- Update Document Retention Policy

### MARCH

- Evaluation Review of Contracts for Consultants and Employees

### APRIL

- April 1: Form 700s due

### MAY

- Draft Budget

### JUNE

- June 15: Provide notice/make available to the public, documentation/materials regarding determination of Appropriations (15 days prior to meeting at which Appropriations will be adopted) (*Government Code* §7910).
- Approve Audit Contract for expiring fiscal year
- Adopted Annual Budget.
- Reminder that Liability Insurance Expires Annually the end of July.

### JULY

- Adopt Resolution for setting Appropriations and submit to County Assessor's Office.
- Adopt Resolution Establishing Annual Assessments.

### AUGUST

- August 1: Deadline to certify assessments for tax-roll and deliver to County (duration of current assessment: no expiration).
- Send handbills for collection of assessments for public entity-owned properties
- In election years, opening of period for secretary to receive petitions for nomination of Trustees (75 days from date of election.) (*Cal. Wat. Code* §50731.5)

### SEPTEMBER

- In election years, last legal deadline to post notice that petitions for nomination of Trustees may be received (7 days prior to close of closure.) (*Cal. Wat. Code* §50731.5).

- In election years, closing of acceptance of petitions for nomination of Trustees (54 days from date of election.) (*Cal. Wat. Code §50731.5*).
- Review Status of Encroachment Permit request from Randy Pierson for fence at corner of Del Rio Ave and Kirk Ave.

**OCTOBER**

- Publish Notice of Election, even numbered years (once per week, 4 times, commencing at least 1 month prior to election).

**NOVEMBER**

- Election: to be held first Tuesday after first Monday of each even-numbered year.

**DECEMBER**

- New Trustee(s) take office, outgoing Trustee(s) term(s) end on first Friday of each even-numbered year.
- Follow up on Smith Canal Proposition 218 Reimbursement for costs advanced to SJAFCA.

**Term of Current Board Members:**

<b>Name</b>	<b>Term Commenced</b>	<b>Term Ends</b>
Ben Koch	First Friday 11/2012	First Friday of 11/2016
Robert Wise	First Friday 11/2012	First Friday of 11/2016
William Dunning	First Friday 11/2014	First Friday of 11/2018

**No Expiration on Assessment**

**Reclamation District Meetings**

- **First Monday of each month, at 2:00 P.M.**  
**at the offices of**  
**Neumiller & Beardslee**  
**509 W. Weber Avenue, Suite 500**  
**Stockton, California 95203**

# ITEM 13



AUSTIN G. ERDMAN  
REGISTRAR OF VOTERS  
(209) 468-8942

**COUNTY OF SAN JOAQUIN  
REGISTRAR OF VOTERS OFFICE**


44 NORTH SAN JOAQUIN ST., SUITE 350  
P.O. BOX 810  
STOCKTON CA 95201



PHONE (209) 468-2885  
FAX (209) 468-2889  
www.sjcrov.org

June 3, 2016

TO: DISTRICT SECRETARIES  
RECLAMATION DISTRICTS

FROM: AUSTIN G. ERDMAN   
REGISTRAR OF VOTERS

SUBJECT: BOARD OF TRUSTEES ELECTION

The election for members of the Board of Trustees for Reclamation Districts is scheduled to be held on Tuesday, November 8, 2016.

Our office has prepared the following forms for your use:

- (a) Calendar of Events
- (b) Sample of Nomination Petition for Reclamation Districts
- (c) Notice Calling for Nomination Petitions
- (d) Notice of Election form
- (e) Notice of No Election form

If your district does not go to an election, please submit the names of those individuals who have filed for the position to our office. The Registrar of Voters Office will prepare the resolution to be submitted to the Board of Supervisors for appointments pursuant to Section 50741 of the Water Code.

Should you have any questions, please contact Bassem Nakhla at (209) 468-3191.

**ELECTION CALENDAR  
RECLAMATION DISTRICTS  
NOVEMBER 8, 2016**

PERSON RESPONSIBLE	DATE	ACTION
<b>DISTRICT SECRETARY</b>  75 - 61 days prior to Election	8-25-2016 To 9-8-2015	<b>PUBLICATION OF NOTICE</b> (50731.5 Water Code)  Between these dates, the District Secretary shall publish one time, in a newspaper in each county in which any of the district lands are situated, or a newspaper of general circulation therein, the notice calling for nomination petitions for the office of trustee for the Reclamation District.
<b>DISTRICT SECRETARY</b>  75 - 54 days prior to Election	8-25-2016 To 9-15-2016	<b>FILING OF NOMINATION PETITIONS</b> (50731.5 & 50731.6 Water Code)  Nomination petitions may be filed with the District Secretary during this time and until 5:00 p.m. on the 54th day before the election.
<b>DISTRICT SECRETARY</b>  54 days prior to Election	9-15-2016	<b>RESULTS OF NOMINATIONS</b> (50740 Water Code)  At 5:00 p.m. on this date, the District Secretary shall examine the nomination petitions and shall determine which of the following conditions exists: <ul style="list-style-type: none"> <li>a. Nominations are less than or equal to the number of positions open, and a petition signed by 5 percent of the eligible voters requesting an election has not been presented.</li> <li>b. Nominations exceed the number of positions open.</li> </ul>
<b>DISTRICT SECRETARY</b>  53 days prior to Election	9-16-2016	<b>APPOINTMENT BY BOARD OF SUPERVISORS</b> (50741 Water Code)  If nomination petitions are less than or equal to the number of vacancies to be filled, the District Secretary shall notify the Board of Supervisors and request the Board of Supervisors to appoint the persons nominated and/or fill the position for which no nomination has been received by appointing a qualified person.
<b>DISTRICT SECRETARY</b>  53 - 32 days prior to Election	9-16-2016 To 10-7-2016	<b>PUBLICATION OF NOTICE OF <u>NO</u> ELECTION</b> (50741 Water Code)  The District Secretary shall publish one time in the same newspaper or newspapers used for publication of the notice calling for nomination petitions a notice stating no election will be held in the District and that the Board of Supervisors will appoint the trustees in lieu of election.

**PERSON RESPONSIBLE                      DATE    ACTION**

<p><b>BOARD OF SUPERVISORS</b></p>	<p>Upon receipt of the request</p>	<p><b>APPOINTMENT IN LIEU OF ELECTION</b> (50742 Water Code)</p> <p>Upon receipt of the request from the District Secretary, the Board of Supervisors shall at its next regular meeting appoint to the positions of trustees those persons nominated, or if no persons have been nominated, the Board of Supervisors shall appoint any qualified person or persons to fill the vacancies.</p>
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**DISTRICTS GOING TO AN ELECTION:**

**PERSON RESPONSIBLE                      DATE    ACTION**

<p><b>DISTRICT SECRETARY</b>  53 days prior to Election</p>	<p>9-16-2016</p>	<p><b>PUBLICATION OF NOTICE OF ELECTION</b> (50732 Water Code)</p> <p>If the number of nomination petitions exceeds the number of offices to be filled, the District Secretary shall publish a Notice of Election stating that an election will be held, the date of the election, locations of the polling places and the time the polls will be open.</p> <p>Publication shall be once a week for four weeks, beginning not less than one month prior to the date of the election in the same newspaper or newspapers used for Publication of the Notice calling for Nomination Petitions.</p>
<p><b>DISTRICT SECRETARY</b>  53 days prior to Election</p>	<p>9-16-2016</p>	<p><b>DUTIES OF THE DISTRICT SECRETARY</b> (50700, 50701 and 50702 Water Code)</p> <p>The District Secretary shall do the following:</p> <ol style="list-style-type: none"> <li>a. Obtain a copy of the appropriate roll (County or District) in which the District lies to establish a list of voters and the amount each is entitled to vote.</li> <li>b. Obtain Official Ballots, Voting Proxies and instructions to the voter and any other materials necessary for the conduct of the election.</li> <li>c. Establish an election board to be appointed by the Board of Supervisors.</li> </ol>
<p><b>ELECTION BOARD</b></p>	<p>11-8-2016</p>	<p><b>ELECTION DAY</b> (50705 Water Code)</p> <p>The polls shall be open during the hours published in the Notice of Election. (10:00 a.m. to 4:00 p.m. or 7:00 a.m. to 7:00 p.m.)</p>

**PERSON RESPONSIBLE**

**DATE**

**ACTION**

<b>PERSON RESPONSIBLE</b>	<b>DATE</b>	<b>ACTION</b>
<b>ELECTION BOARD</b>	After the close of the polls	<b>DUTIES OF THE ELECTION BOARD</b> (50752 Water Code) After the close of the polls, the Election Board shall do the following: <ul style="list-style-type: none"><li>a. Canvass the votes, and issue Certificates of Election to the person(s) elected.</li><li>b. Declare the Results of Votes Cast.</li><li>c. Forward the ballots in a sealed envelope to the county elections official.</li></ul>
<b>BOARD OF TRUSTEES</b>	12-2-2016	<b>NEW TERM OF OFFICE BEGINS</b>



**DISTRICT GENERAL ELECTION, NOVEMBER 8, 2016**

(Water Code 50731.6)

**OFFICIAL FILING PETITION**

Nomination of Candidate

We, the undersigned voters of the Reclamation District No. \_\_\_\_\_, hereby nominate:

\_\_\_\_\_ for the office of Trustee of the District for a term of \_\_\_\_ years.  
(Name of candidate)

1. Print Name: \_\_\_\_\_ Sign: x \_\_\_\_\_

Residence Address: \_\_\_\_\_ Date: \_\_\_\_\_

2. Print Name: \_\_\_\_\_ Sign: x \_\_\_\_\_

Residence Address: \_\_\_\_\_ Date: \_\_\_\_\_

3. Print Name: \_\_\_\_\_ Sign: x \_\_\_\_\_

Residence Address: \_\_\_\_\_ Date: \_\_\_\_\_

4. Print Name: \_\_\_\_\_ Sign: x \_\_\_\_\_

Residence Address: \_\_\_\_\_ Date: \_\_\_\_\_

5. Print Name: \_\_\_\_\_ Sign: x \_\_\_\_\_

Residence Address: \_\_\_\_\_ Date: \_\_\_\_\_

**AFFIDAVIT OF CIRCULATOR**

State of California }  
County of San Joaquin } SS.

\_\_\_\_\_, being duly sworn, deposes and says: That \_\_\_\_\_ (he/she)  
(Name of circulator)  
circulated the foregoing petition and saw all the signatures appended thereto and knows that  
they are the signatures of the persons whose names they purport to be.

\_\_\_\_\_  
(Signature of Circulator)

Subscribed and sworn to before me \_\_\_\_\_

this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

Notary Public in and for the County of \_\_\_\_\_, State of California.

My commission expires: \_\_\_\_\_.

**(Back page MUST be completed)**

**AFFIDAVIT OF NOMINEE**

State of California }  
County of San Joaquin } SS.

\_\_\_\_\_, being duly sworn, says that he/she is  
(Name of Nominee)

the above-named nominee for the office of, \_\_\_\_\_,  
(Office)

that he/she will accept the office in the event of his/her election, that he/she desires  
his/her name to appear on the ballot as follows:

\_\_\_\_\_  
(Print name above)

that he/she desires the following occupational designation, containing not more than three  
words, to appear on the ballot under his/her name, and that this designation is correct:

\_\_\_\_\_  
(Print desired designation, if any, above)

\_\_\_\_\_  
(Signature of Nominee)

Subscribed and sworn to before me \_\_\_\_\_

this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

Notary Public in and for the County of \_\_\_\_\_, State of California.

My commission expires: \_\_\_\_\_.

# NOTICE CALLING FOR NOMINATION PETITIONS

FOR THE OFFICE OF TRUSTEE OF  
RECLAMATION DISTRICT NO. \_\_\_\_\_

NOTICE IS HEREBY GIVEN that nominating petitions for the office of trustee(s) of Reclamation District No. \_\_\_\_\_, may be filed at

\_\_\_\_\_,  
(location)

from **August 25, 2016** until 5:00 p.m. on **September 8, 2016**.

The term(s) of \_\_\_\_\_ Trustee(s) of the district will expire this year and  
(number)  
this position(s) will be filled from the person(s) so nominated.

Dated: \_\_\_\_\_

\_\_\_\_\_  
District Secretary

Reclamation District No. \_\_\_\_\_

Note: Publish one time  
(7 days prior to the final date for receiving petitions)

NOTICE OF NO ELECTION IN

RECLAMATION DISTRICT NO. \_\_\_\_\_

NOTICE IS HEREBY GIVEN that the Board of Supervisors of San Joaquin County will appoint the person(s) to fill the position of trustee(s) in Reclamation District No. \_\_\_\_\_, for the term of office ending December 4, 2020, and that in accordance with the provisions of the Reclamation District Act, no election will be held this year within that district for the office of trustee(s).

Dated: \_\_\_\_\_

\_\_\_\_\_  
District Secretary  
Reclamation District No. \_\_\_\_\_

Note: publish one time

**NOTICE OF ELECTION OF TRUSTEES**  
OF RECLAMATION DISTRICT NO. \_\_\_\_\_

NOTICE IS HEREBY GIVEN that a District General Election will be held in  
Reclamation District No. \_\_\_\_\_

at \_\_\_\_\_  
(insert location of polling place)

on Tuesday, November 8, 2016, for the purpose of electing \_\_\_\_\_  
trustee(s) to serve on the Board of Trustees of this District. The polls will  
be open from 10:00 a.m. on Election Day until 4:00 p.m. The election will  
be conducted in accordance with Division 15 of the California Water Code.

Dated: \_\_\_\_\_

\_\_\_\_\_  
District Secretary  
Reclamation District No. \_\_\_\_\_

Note: publish once a week for 4 weeks beginning not less than one month prior to date of election in the same newspaper(s) used for publication of the notice calling for nomination petitions.