

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES  
FOR RECLAMATION DISTRICT 1614  
HELD MONDAY, JUNE 3, 2024

The June Regular Meeting of the Board of Trustees of Reclamation District 1614 was held on Monday, June 3, 2024, at the hour of 2:00 p.m.

Roll Call of Board Members and Staff:

President Kevin Kauffman, Trustee Dominick Gulli, Attorney Andy Pinasco, Engineer Chris Neudeck, Superintendent Abel Palacio, Secretary Rhonda Olmo, and Neumiller & Beardslee Intern Marcos Guevara

The following members of the public were present: Sarah Vigil (Port City Marketing), Chris Elias (SJAFCA), and Glenn Prasad (SJAFCA)

Absent were: Trustee Chris Gaines

**Item 1. Call to Order/Roll Call.** President Kauffman called the meeting to order at 2:01 p.m.

**Item 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. All comments are limited to 5 minutes for general public comment and per agenda item in accordance with Resolution 2014-06.

Attorney Pinasco introduced Neumiller & Beardslee's (N&B) summer intern Marcos Guevara. Mr. Guevara will be a third year law student at McGeorge and is spending this summer interning at N&B.

**Item 3. Minutes.** Approval of Minutes of the May 6, 2024 meeting.

President Kauffman noted that Mr. Glenn Prasad's name is spelled incorrectly. This will be corrected before final posting on the District's website.

After review,

On a motion by Trustee Gaines, seconded by President Kauffman, the Trustee's present voted unanimously to approve the May 6, 2024 Minutes with the above amendment by the following vote:

Ayes:	Gulli, Kauffman
Noes:	None
Abstain:	None
Absent:	Gaines

**Item 4. District Finances.** Presentation of Financial Status Report. Discussion and possible action.

Rhonda Olmo provided a written and oral report on the District's revenues and expenditures. She reported that the District is at 91.6% for their Fiscal Year. She stated the District received income in the form of property taxes, assessments, interest income, and subvention reimbursement. After review of the finances, the Board directed the District Secretary and District Attorney to review the income under assessments and Wisconsin transfers. The Board also directed Mr. Neudeck to review his General Engineering expenses and report back at the next meeting.

After review,

On a motion by President Kauffman, seconded by Trustee Gaines, the Trustee's present voted unanimously to approve the Financial Report and bring back a final report at the July by the following vote.

Ayes: Gulli, Kauffman  
Noes: None  
Abstain: None  
Absent: Gaines

**Item 5. Accounting Software.** Discussion and direction regarding purchase of QuickBooks accounting software.

Attorney Pinasco presented. He reported that currently that various reports need to be prepared monthly where the data does not integrate to complete them easily. With QuickBooks, the data for the reports will integrate and the amount of time spent to prepare reports will be reduced, resulting in a savings to he District. In addition, the auditor has been encouraging the use of QuickBooks as it will facilitate gathering information for the yearly audit. The cost to purchase QuickBooks will be \$9.00 for the first three months and \$30.00 month after. Attorney Pinasco recommends the purchase.

After review,

On a motion by Trustee Gulli, seconded by President Gaines, the Trustee's present voted unanimously to approve the purchase of QuickBooks Online.

Ayes: Gulli, Kauffman  
Noes: None  
Abstain: None  
Absent: Gaines

**Item 6. Budget.** Adopt Fiscal Year 2024-2025 Budget.

Attorney Pinasco presented. He reviewed the proposed new fiscal year budget with the Board. After discussion, Attorney Pinasco was given some additional budget adjustments and was asked to bring back a final budget next month for adoption.

**Item 7. Levee Subventions.** Adopt Resolution 2024-01 Approving and Authorizing Execution of Delta Levee Maintenance Subventions Program Work Agreement for Fiscal Year 2024-2025.

Attorney Pinasco presented. He stated this an annual resolution requirement in order to apply for the Delta Levee Subventions Program. The District will be entering into a Work Agreement with the Department of Water Resources and this Resolution will be included. Attorney Pinasco recommends adoption of Resolution 2024-01.

After review,

On a motion by Trustee Gulli, seconded by President Kauffman, the Trustee's present voted unanimously to adopt Resolution 2024-01 Approving and Authorizing Execution of Delta Levee Maintenance Subventions Program Work Agreement for Fiscal Year 2024-2025by the following vote.

Ayes: Gulli, Kauffman  
Noes: None  
Abstain: None  
Absent: Gaines

**Item 8. CEQA Notice for Exemption.** Adopt Resolution 2024-02 Authorizing and Directing Filing of Notice of Exemption for Routine Maintenance for Fiscal Year 2024-2025.

Attorney Pinasco presented. He reported every year the Board is presented with a resolution directing the District Engineer to file the Notice of Exemption for Routine Maintenance to existing levee improvements. Since this resolution is similar to previous years, Attorney Pinasco recommends adoption of Resolution 2024-02.

After review,

On a motion by Trustee Gulli, seconded by President Kauffman, the Trustee's present voted unanimously to adopt Resolution 2024-02 Authorizing and Directing Filing of Notice of Exemption for Routine Maintenance for Fiscal Year 2024-2025 by the following vote.

Ayes: Gulli, Kauffman  
Noes: None  
Abstain: None  
Absent: Gaines

**Item 9. District Engineer Report.** Presentation of Engineer's Report. Discussion and possible action:

- I. WISCONSIN PUMP STATION
  - A. Compilation of record drawings and O&M documentation is wrapping up and will be provided to Abel and R&F by mid-June.
- II. LEVEE MAINTENANCE PROJECT – FY 2022-2023
  - A. Construction costs through 5/31/24 are \$807,951.
  - B. Additional lots for RSP:
    - a. Two additional lots have been completed through 5/31/24. No more work is expected this fiscal year.
    - b. A request to DWR has been made seeking a \$300K amendment to its Subventions application for FY 2023-2024. The amendment request will be considered at the June 2024 CVFPB Board meeting.
    - c. RSP budget status is as follows: UPDATE CHART BELOW

A. Description	B. Amount
• RSP constructed in June 2023	\$102,790
• RSP constructed in July 2023 – May 2024	\$705,161
• Subventions application FY 23-24 RSP budget	\$425,000
• Remaining FY 23-24 RSP budget	(\$280,161)
• <b>Amendment request to Subventions application FY 23-24</b>	<b>\$300,000</b>

Mr. Neudeck stated he is making a list of available properties and looking at the Golf Course regarding them possibly doing some of the vegetation clearing to help with mitigatable expenses.

III. STORM DRAIN AT HOOVER-TYLER LITTLE LEAGUE

- A. Dino & Son will be repairing/adjusting the manholes in early June. KSN will survey the top of the manholes lids before they are covered in sod.

IV. DELTA LEVEE SUBVENTIONS PROGRAM AB 360

- A. Review PowerPoint presentation from Department of Water Resources staff that will be presented before the Central Valley Flood Protection (CVFPB) at their June 28, 2024 Board Meeting related to the Subventions Program Highlights over the past several years together with historical spending and expense patterns.

Mr. Neudeck went over the PowerPoint presentation with the Board.

**Item 10. Superintendent’s Report.** Presentation of Superintendent’s Report; request for direction.

Mr. Abel Palacio reported on the following:

- He has identified more properties and more property owners have expressed interest in getting riprap.
- The new pump at Station #4 is complete.
- He received the schedule for the fence he purchased for Station #9. The work is scheduled to begin on June 24, 2024. He anticipates it will take Affordable Fence a few days to complete.
- He has a contractor lined up to go through the pump stations to do some weed control.

Please refer to the Levee Superintendent’s report for a full list of other items.

**Item 11. Letter of Map Revision.** Discussion and possible action regarding Letter of Map Revision.

Mr. Glenn Prasad reported he will have a response to the District regarding its May 5, 2024 request soon. He believes he has all the information needed to respond.

**Item 12. Report on Meetings Attended.** President Kauffman reported his meeting he had scheduled with Juan Nierra to meet regarding the Country Club and Smith Canal Gate was postponed. They plan to reschedule this meeting.

**Item 13. Trustee Reports.** Discussion and direction on Trustee Reports.

- a. Moving Water Industries (MWI Pumps) – Discussion and possible action regarding MWI Mobile Hydrflo 300M budgetary quote.

Trustee Gulli reported there are a lot of houses that are lower than street level in this District and he feels a lot of rain water could pond up around them. If there is an issue with interior drainage in those areas this pump would be a helpful solution to have on standby. Discussion was held and the Board decided to have this issue brought up with the Technical Advisory Committee and see where it goes from there. The District could possibly help financially if the Committee wants to explore further.

**Item 14. District Calendar.**

- a. Next Meeting – July 1, 2024.

**Item 15. Items for Future Meetings.** Items for future meetings.

- Audit
- Election

**Item 16. Correspondence.** Discussion and direction. No report.

**Item 17. Agency Reports.** Report on San Joaquin Area Flood Control Agency's Smith Canal Gate Structure Project.

Mr. Glenn Prasad stated he had nothing more to report and that SJAFCA is still working on site improvements and the electrical challenges.

**Item 18. District Bills.** Motion to Approve of Bills.

The May bills were reviewed. The bills were amended to reflect the following:

- Void warrant number 6336 payable to Trustee Gaines.
- Approve warrant number 6343 payable to Dino & Son Ditching.

The Bills Sheet and Financial Report will be amended to reflect the above.

After review,

On a motion by Trustee Gulli, seconded by President Kauffman, the Trustee's present voted unanimously to approve the amended May bills by the following vote.

Ayes: Gulli, Kauffman  
Noes: None  
Abstain: None  
Absent: Gaines

**Item 16. Adjournment.** The meeting concluded at 3:25 p.m.

Respectfully submitted,



Rhonda L. Olmo  
District Secretary

Reclamation District 1614  
 AMENDED - May 2024 Bills

NAME	INVOICE #	AMOUNT	TOTAL \$	WARRANT #	CHECK #	SUBVENTION FUND
Kevin Kauffman		\$100.00		6335		
			<b>\$100.00</b>			
Christian Gaines				6336 - void		
			<b>\$0.00</b>			
Dominick Gulli		\$50.00		6337		
			<b>\$50.00</b>			
Rhonda Olmo		\$1,640.86		6338		
			<b>\$1,640.86</b>			
Neumiller & Beardslee	348486	\$4,817.23		6339		
			<b>\$4,817.23</b>			
Kjeldsen, Sinnock & Neudeck, Inc.	37719	\$1,097.50		6340		
	37720	\$757.50				
	37721	\$1,160.00				
	37722	\$3,252.50				
	37723	\$315.00				
	37724	\$17,855.00				
	37725	\$1,745.00				
			<b>\$26,182.50</b>			
Moorman's Water Systems, Inc.	17995	\$3,000.00		6341		
	17994	\$23,350.00				
			<b>\$26,350.00</b>			
Delk Pest Control	230186	\$220.00		6342		
			<b>\$220.00</b>			

Reclamation District 1614  
 AMENDED - May 2024 Bills

Dino & Son Ditching Service, Inc., Levee Maintenance Project FY 22/23 Progress Payment No. 9	24-28	\$92,414.73		6343	
			<b>\$92,414.73</b>		
Abel Palacio - May Payroll		\$1,519.52			Direct Deposit
			<b>\$1,519.52</b>		
State of California Payroll Taxes - May		\$43.63			online
			<b>\$43.63</b>		
Federal Government Payroll Taxes - May		\$492.10			online
			<b>\$492.10</b>		
ADP - Period Ending 4/30/24	660479447	\$125.95			online
			<b>\$125.95</b>		
T-Mobile		\$133.24			online
			<b>\$133.24</b>		
Comcast		\$141.53			online
			<b>\$141.53</b>		
PG&E		\$3,274.31			online
			<b>\$3,274.31</b>		

**WARRANT TOTAL: \$151,775.32**  
**CHECKING TOTAL: \$5,730.28**  
**TOTAL BILLS PAID \$157,505.60**