**MINUTES**

**Special Meeting of the Board of Trustees**

**Reclamation District No. 537**

**May 15, 2020**

 Pursuant to notice posted as required by law, a special meeting of the Board of Trustees of Reclamation District No. 537 was held on Thursday, May 15, 2020, beginning at 9:00 a.m. at the District offices, 1420 Merkley Avenue, Suite 4, West Sacramento, CA 95691.

1. Meeting Attendance. Meeting attended by Trustees Ross Peabody, Kent Lang, Thomas Ramos, Bill Mattos, and Kristen Pigman. Also in attendance was: Manager Kyle Lang, Counsel David Aladjem (via phone), Ric Reinhardt, RD 900 Secretary/Manager Timothy Mallen, Dan Ramos and Tina Anderson (via phone).

2. Approval of Agenda: Trustee Lang made the motion to approve the agenda as presented. Trustee Mattos seconded the motion and it carried a 5-0 vote approving the agenda.

3. Approval of minutes of the Board meeting of April 24, 2020: Trustee Lang made the motion to approve the minutes. Trustee Pigman seconded the motion and it carried a 5-0 vote

4. District Finances: Presented to the Board were the Check Register and County Claim Forms from April 2020 and the Bank Reconciliations for April 2020. The Board ratified all District Finances presented.

5. Public Comment: No public comments were made

6. Discussion of 2020-2021 Budget: Tina Anderson read through a memorandum provided to the Board explaining the proposed budget for the next fiscal year as well as the assessment for the next year and thereafter. She explained that it represented changes made from the draft previously provided based on input from Manager Lang. It was also explained that FMAP was in the budget this coming fiscal year but the fate of the program beyond that is in jeopardy with the current financial crisis. Trustee Mattos asked for clarification on if the acreage used for the assessment included those under the levees, Tina explained that they do in fact so that it matches the status quo used previously. Tina also explained that the assessment rate was backed out after first calculating the budget. It was discussed that SAFCA was not added as a funding source in the Budget as there is no formal maintenance contract with SAFCA; it is only an informal agreement. A memo was provided by MBK addressed to SAFCA explaining the status of the funding agreement set to expire. A discussion was made by the Board of ways to lock down SAFCA for the funding of maintenance. David went through several paths including writing a letter requesting a contract or possibly treating SAFCA as a beneficiary and assessing them. David explained the later may prove to be a very awkward path forward though. The Board agreed to send the MBK letter to SAFCA, requesting instead an extension of the current agreement.

7. Update on Lower Elkhorn consolidation: It was explained that everything was moving forward as scheduled. Tom explained that there needed to be a budget prepared also for the portion to be detached to RD 900. He offered up the previous budget for internal drainage provided to LAFCo, which could have levee maintenance added to it to provide a complete budget. Previous assessment would carryover with the detached portion and it would be a special benefit area within RD 900.

8. Update on Yolo Bypass and Sacramento Weir Widening Projects: Tina explained that a virtual walk and bid are scheduled to take place May 20th. Tina also explained that due to permitting that award of contract may be delayed. Ric offered an update on the Sac Weir project and explained completion should be by 2024.

9. Manager’s Report: Manager Lang updated the Board on the fence and gate installation along the river levee and that work should begin in two weeks. He also presented that three estimates for mowing the levees had been attained and that the lowest was from Clearwater for $8800. The Board agreed to proceed with Clearwater. The Board also discussed rodent control and the difficulty so far in finding someone with the proper licensing to preform baiting; further inquiries will be made by Manager Lang.

The Board also discussed the letter to be sent to the County Supervisors, CHP and Sheriff regarding controlling vehicular access along the river levee and the debris being left by the public. The Board agreed this needed to be done and that it would be best to request indorsement from other LMAs in the county, RD 785, 827 and 1600.

10. Informational Items: Dan Ramos informed the Board of the progress being made on setting up the new QuickBooks accounting system by Dustin Dumars. He said that service agreement moving forward is for $5000, but that the initial setup including setup for RD 900 will be more. The setup costs are being funded by RD 827.

The Board also discussed the possibility of maintaining the bypass area created by the LEBLS project at the request of DWR. Ric explained that this should be acceptable if an interest is shown in doing so for the District. David cautioned against proposals to farm in to maintain it by property owners, difficulties with making money on State lands.

Tina presented th results of the bids for maintaining the river levee slopes down 25’ from the crown; the lowest bidder was Emerald Site Services for $31,500.

Tina also presented that both RD 827 levee slip repairs were completed, but that the repair in RD 1600 went back to the drawing board as it is going to be much more extensive than previously thought. It may be remain unrepaired beyond this year, but there is definitely State attention on the site as it was the only 2019 storm damage site to receive funding.

Ric presented that the CVFCA was performing a feasibility study on a regional assessment for regional benefit facilities such as the bypass levees. He explained that relying currently on general fund appropriations is unreliable. He stated that this is being done at the request of the CVFPB, who want to insure that if an assessment is pursued it first has support.

12. Adjourn: Trustee Pigman made a motion to adjourn. Trustee Lang seconded the motion and it carried a 5-0 vote.

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 Kent Lang, Secretary