**MINUTES**

Minutes of the Board of Trustees Reclamation District No. 537

December 10, 2020

Pursuant to the foregoing consent and the notice thereof, duly and regularly posted and given to all members of the Board of Trustees, and by-laws of said District, a special meeting of the Board of Trustees of Reclamation District No. 537 was called to order by President William Mattos on Thursday, December 10, 2020, at 9:02 am via Teams online meeting.

1. Meeting Attendance: Meeting attended by Trustees: William Mattos, Thomas Ramos, Dan Ramos and Ray Yeung. Trustee Ross Peabody was absent. Also in attendance were the following staff and RD 537 consultants: Manager Kyle Lang, Tina Anderson, Nichole Leonard, Dustin Dumars, and Rebecca Smith.
2. Approval of Agenda:

Trustee D. Ramos made the motion to approve the agenda as presented. Trustee R. Yeung seconded the motion, vote carried 4-0-1.

1. Approval of minutes of the Board meeting of October 8, 2020 and November 11, 2020:

Trustee D. Ramos made the motion to approve the October 8, 2020 minutes. Trustee Mattos seconded the motion, vote carried 4-0-1. Trustee D. Ramos made the motion to approve the November 11, 2020 minutes. Trustee Mattos seconded the motion, vote carried 4-0-1.

1. District Finances

Mr. Dumars presented informational items (attached).

Trustee D. Ramos moved to approve the Resolution for the transfer of remaining RD 827 funds held in County accounts to RD 537. Trustee R. Yeung seconded the motion, vote carried 4-0-1.

1. Public Comment

 No public comments.

1. MBK Updates
	1. Pump Station Update

Forgen is placing fill at the site of the new pump station. The fill needs to settle for five months. Forgen is on schedule to finish fill placement by the end of December 2020. Geosyntec prepared a memo for Water and Wastewater Systems Design Criteria. The Board has been asked to review the memo and return comments by December 15, 2020.

* 1. CAMU Update

The bid for a metal manufacturing was advertised today. The bid opening is scheduled for December 30, 2020.

Trustee D. Ramos made the motion to give Ross Peabody the authority to review and award the Contract to lowest eligible responsive and responsive bidder. Motion seconded by R. Yeung, vote carried 4-0-1.

* 1. Approval of Amendment to Contract between SAFCA and RD 537

Trustee D. Ramos motioned to approve updates to the Funding Agreement Between Reclamation District No. 537 and the Sacramento Area Flood Control Agency for Technical Oversite and Coordination on Lower Elkhorn Basin Levee Setback Project Pump Station and Interior Drainage (Yolo County). Motion seconded by R. Yeung, vote carried 4-0-1.

* 1. Discussion of Possibility of Managing Detention Basin

Discussion was held regarding the possibility of the district managing the detention basin over the next three years with the goal to have it ready to return to agriculture. This topic will be discussed further at the next Board meeting.

* 1. Approval of Purchasing Policy

Trustee D. Ramos made the motion to adopt the Purchasing Policy as distributed with additional language Rebecca Smith will supply, to allow Trustee T. Ramos to pay upon receipt any pre-approved or budgeted expense. Motion seconded by R. Yeung, vote carried 4-0-1.

* 1. LOI Update

The Letter of Intent (LOI) has been signed by Central Valley Flood Protection Board and has been sent to United States Army Corps of Engineers for approval.

1. Update on Oroville Lawsuit Subpoena

The District provided the requested documents to the State in September 2020.

1. Manager’s Report
	1. Emerald is wrapping up their vegetation maintenance project this month. Trustees Mattos and Kyle Lang were able to reduce the original bid amount by $19,225. The total project cost is $181,375.
	2. Emerald will clear around 785 pumps after vegetation project is complete.
	3. Rodent traps were installed in areas with heavy rodent activity.
	4. The damaged fence and gate have been replaced. Rebecca Smith and Kyle lang are working on getting reimbursed through insurance.
	5. Informal bids for Winter spraying were received. Washburn will perform the spraying once weather conditions allow; likely in the new year.
2. Informational Items

The District has a credit with Clearwater and plans to fix various items in spring. Trustee Mattos suggested removing tree stumps and correcting erosion issues listed on the DWR Fall Inspection report. Kyle Lang and Tina Anderson will review the DWR fall inspection report and prepare a list of recommended items to fix in the spring and summer. The county repaired their culverts that were listed on the inspection report as unacceptable.

1. Adjourn

Meeting adjourned at 10:08 am.