**MINUTES**

**Meeting of the Board of Trustees**

**Reclamation District No. 537**

**December 11, 2019**

 Pursuant to notice posted as required by law, a special meeting of the Board of Trustees of Reclamation District No. 537 was held on Wednesday, December 11, 2019, beginning at 9:00 a.m. at the District offices, 1420 Merkley Avenue, Suite 4, West Sacramento, CA 95691.

1. Meeting attended by Trustees Kent Lang, Thomas Ramos, Bill Mattos, Ross Peabody and Kristen Pigman. Also attending Manager Kyle Lang, David Aladjem, Ric Reinhardt, Tina Anderson, Ray Yeung, Dan Ramos, Todd Tommeraason, David Pessavento, Linda Massaro and RD 900 Secretary/Manager Timothy Mallen

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

3. Approval of minutes of the Board meeting of December 11, 2019: Trustee Lang made the motion to approve the minutes. Trustee Mattos 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 December 2019 and January 2020. The Bank Reconciliations for December 2019 and January 2020, and a Wire Transfer. The Board ratified all District Finances presented.

5. Public Comment: Ric provided an update on the Yolo-Bypass widening project. Stated that April 3rd is a coordination meeting that could last half the day discussing many items including the management of the new bypass lands and whether RD 537 would do this. Trustee Ross and Manager Lang will attend. Bidding should begin next month, working through some interagency issues. The design of the CAMU should be finalized by August and the pump station and ditches around that time as well.

David Pessavento presented on the proposed seeding trials that DWR wishes to conduct on the RD 537 cross levee. The trials will consist of a multitude of 12’ by 50’ test plots using various native grass plantings. Each will consist of tied concrete block mats covered in top soil. David also explained the various public access requirements of the completed project, the phasing required for construction and the coordination efforts with the Sac Weir widening. After a lengthy discussion on the particulars it was agreed that the Board would take no exception to the seeding trials as presented if they were removed after completion of the trials and if DWR gets right-of-entry from the property owner of the parcel, Ishimoto. Trustee Pigman made the motion and Trustee Mattos seconded, the action carried with a vote of 5-0.

6. 2019 Audit Presentation by Mary Ann Cropper of Cropper Accountancy: Mary Ann presented the audit saying that it was a clean audit but there were adjustments needed through the year and not made by previous employees, but Linda would take care of them. She brought up that the workload is much larger now and that Linda needs help getting through the merger and transition. RD 900 will be adding job costing to their bookkeeping system in order to handle any compliance issues and reports that government funding agreements may need. Now that the districts are consolidating and merging Mary Ann, recommended that RD 537 set up an accounting system no longer handled by RD 900. Besides just the workload, it would satisfy the Segregation of Duties. Additionally there is a need for an audit of all three districts prior to the merger. What will be the equitable split on all funds, requirements on deferred expenses etc.? What are LAFCO, SAFCA, FMAP, or other grant requirements on projects and contracts already signed and in the works? It was suggested that after the April 14th meeting, there be a special budget meeting on May 12th to get accounting together and work through all the aspects of the transition. In addition, the Board asked Mary Ann, if Cropper Accountancy would handle doing the audit of all the districts and she said they would. There should be a follow up meeting in June. Trustee Ramos put a motion forth that a May 12th meeting be scheduled and that Cropper Accountancy do all the audits, Trustee Pigman seconded, the action carried with a vote of 5-0.

7. Update on Yolo Bypass and Sacramento Weir widening projects: The Board discussed setting fire to the tulles was discussed and agreed upon with a fire permit since the contractor probably would not get to that part of the project for 2 years. The Miller’s planted trees on part of the easement. Trustee Mattos suggested telling them they were going to come out and put up stakes showing the boundary of the easement and that would probably be sufficient to get them to move the trees.

8. Discussion of 2020 FMAP funding possible uses: See attached Memo from Tina Anderson.

9. Manager’s Report: Manager Lang discussed how fishermen were driving around the gates and driving to the water and even camping out. The Sheriff told him to post signs and either Fish and Game or they would come out. Trustee Mattos discussed having offenders cited so the word would get around and people would not do it anymore. Manager Lang is getting information on getting the signs welded onto the gates, to prevent them from easily being destroyed.

10. Letter to Yolo county public services regarding old river road deterioration south and north of monument bend: Todd Tommeraason agreed to write the letter and explain the situation.

10. Informational Items: None.

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

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 Kent Lang, Secretary