



MINUTES FROM REGULAR MEETING OF THE  
BOARD OF TRUSTEES OF RECLAMATION DISTRICT NO. 1600

Thursday, March 9, 2023 at 3:00 PM  
Bypass Farms, 14130 County Road 117, West Sacramento, CA

Trustees attending: Clark, Reyes (telephone), Yeung

Others attending: Rebecca Smith (District Counsel), Tina Anderson and Tom Engler (MBK Engineers), Sabrina Snyder (Yolo County Resource Planner), Steve Rothert (DWR, Manager Multi-benefit Initiatives)

1. Call to Order: Clark called the meeting to order at 3:10 PM
2. Public Comment on Non-Agenda items. None
3. Introduction of Sabrina Snyder, Natural Resources Planner, Yolo County. Snyder described her role as the liaison for the District on multiple on-going projects within the Elkhorn Basin. Her main area of responsibility is to oversee continued ag sustainability within the Basin. Clark asked her about CA Department of Water Resources constructing a pedestrian bridge near the Fremont Weir. Snyder reported that the footings have been poured, her concerns include the fact there is no parking planned for the area or any facilities for the public to visit the area and that increased traffic will impact District activities; she will continue to monitor.

Rothert noted that he is also interested in ag sustainability and reported that a study is about to be undertaken to examine the possible realignment of the Yolo Bypass Levee. Clark invited Rothert to return for a later meeting to discuss the study.

4. Action Items.
  - a. Review of January 2023 financial reports prepared by District accountant (Dustin Dumars) and forwarded to Trustees. Clark reported Dumars was unable to attend the meeting. She described the reports were a month behind due to a lack of a February report from the County; District is underbudget on most expenses at this point of the year.
    - First Northern Bank signature cards Clark will follow up with Reyes.
    - Status of existing audit and future audits Clark is assisting auditors to find documentation for the 2019-2020 audit.
  - b. Review and approval of investment of settlement monies Following review of the options to create an investment ladder of either T-bills or CDs, upon a motion by Yeung, second by Reyes, the

**Trustees unanimously agreed to invest \$400,000.00 of funds currently held at Yolo County in 2 instruments, one maturing in 9 months and the second maturing in 12 months.**

- c. Review and approval of the minutes of December 5, 2022 regular meeting, and minutes from the following special meetings: January 5, 2023, January 12, 2023, January 19, 2023, January 26, 2023, February 2, 2023, February 6, 2023, February 9, 2023, and February 16, 2023. **Upon a motion by Yeung, second by Reyes, the Trustees unanimously approved the minutes as presented.**
  - d. Review and approval of Five-Year Maintenance Plan [Operations & Management & Engineering] prepared by MBK Engineers **Anderson described the Plan; approval is postponed to a later meeting; Anderson will consult with Yeung and Reyes on the Plan.**
5. **Informational Items:**
- a. Updates and report by District Engineer **Anderson delivered a written report on the items under consideration by the District. See attached.**
  - b. Update on pump station repair – **Yeung reported that the power to the high voltage line over the District’s pump station was turned off, the 75hp pump was removed and power was restored. Yeung also met with one of the contractors bidding to video the pipes. Anderson is waiting to get two bids before awarding contract; work will be subject to amount of water near the station.**
  - c. Update on Upper Elkhorn and Tule Canal Feasibility Study – **As reported by Rothert, the study is just underway; it will be discussed at a future meeting.**
6. **Report by District Counsel**
- a. Update on eminent domain actions and any other matters **Smith reported on actions filed by CA Department of Water Resources to obtain flowage easements for the Big Notch Project. Smith is conferring with County Counsel for a coordinated approach to the litigation.**

**Anderson, Engler, Snyder, and Rothert left at this time.**

- b. Completion of 700 form. **Smith described how to fill out the 700 form.**
7. **Trustee comments**
- 8. **Received communications Clark described an email from Yolo Sustainability Groundwater Agency about land use within the District. The information presented did not look accurate; suggested Yolo SGA seek current information either from Yolo Farm Bureau Irrigated Lands**

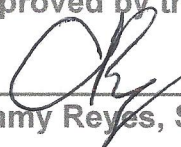
Program or through the Ag Commissioners office. Clark will respond accordingly.

Special meeting to review 2023-2024 budget – proposed date **TO BE DETERMINED**

Next regular meeting - proposed date Tuesday, June 6 at 4:00 pm

**Meeting adjourned at 5:15 pm**

Approved by the Board of Trustees on June 7, 2023

  
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Ammy Reyes, Secretary, Reclamation District No. 1600



**MEMORANDUM**

March 2023

**TO:** Reclamation District No. 1600  
**FROM:** MBK Engineers  
**PREPARED BY:** Tina Anderson  
**REVIEWED BY:** Tom Engler, P.E.  
**SUBJECT:** Memo

Trustees:

Described below are the items to be discussed at your scheduled March Board Meeting.

**Flood Maintenance Program (FMAP)** – The District’s 2021-22 close out report was submitted to DWR in February 2023. The 2022-23 FMAP agreement started January 1, 2023. The District received approval on the 2021-22 close out report and therefore can ask for an advance for 2023.

**Maintenance Budget** – See the attached Five-Year Maintenance Plan. The plan is an estimate/average. The actual amount to be spent per category should be determined when scoping the annual budget.

**Flood System Repair Projects (FSRP) Funding** – Eligibility determinations are supposed to be sent out soon. My understanding is that most are for gravel and a few projects already in the works, but please let us know if you receive a letter. Since DWR is repairing the roadway where we were considering a project, the District may not have an eligible project.

**US Army Corps of Engineers - System-Wide Improvement Framework (SWIF) Update** – The districts had two years to submit a SWIF. The SWIF was submitted at year one. The board said they considered that a progress report and asked that we update the SWIF with any projects that have been completed in the past year and resubmitted before May 2023.

**DWR Inspection** – Nate Hicks will be your new levee inspector. Zach Jojola will be training him. The inspection is scheduled for March 29. I will be attending. If one trustee would like to attend, please let me know.

DWR inspects the levees twice a year, once in the fall and once in the spring. The District should do an inspection in the winter and summer. The District must file an annual report to DWR by September 30 of each year. Since you don’t have a manager, MBK can do this for you.

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**Camera Inspections** – We have a bid from 360 Pipes and will be getting one from Miksis Services. 360 Pipes said they can get the District scheduled fairly quickly, but it is weather dependent. Miksis is about 3 weeks out.

**FEMA Update** – MBK will be submitting your request for public assistance for the erosion sites on both the Sacramento River and the Yolo Bypass, the pump, and for tree removal. At the board meeting, we can discuss other potential costs you would like to include. To received funds from FEMA you need a unique identification number; Michele is working through that process. We have the signed OES 130 form. We need OES-FPD-089 (project assurances for Federal districts), OES-PA-126 (assurances and agreement) and OES-FPD-012 (List of Authorized Agents) signed.

**DWR Roadway/Big Notch Project Update** – Tom Engler and Tina Anderson met with DWR staff. They want to keep open communication and request that the District reach out with any concerns. They are focused on the weather and potential impacts and asked to get into the road discussion at a later date. We will be following up with them next week. They said the contract is doing some minor repairs on Big Notch so you will see them out there. They don't anticipate having to bring in material as they have enough big rock on site. They say at most they may need to bring in some smaller rock, but they are not planning on it at this time. You should have no issues doing patrols through the Big Notch area.