

**MEETING MINUTES**  
**of the Board of Trustees Reclamation District No. 537**  
**December 3, 2024**

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 regular meeting of the Board of Trustees of Reclamation District No. 537 was called to order by Trustee William Mattos on Tuesday, December 3, 2024, at 9:05 am in-person and via Teams online meeting.

**Meeting items**

1. Meeting attendance/introductions:  
Meeting was attended by Trustees William Mattos, Dan Ramos, Ross Peabody, Thomas Ramos, and Ray Yeung. Also in attendance were Jesus Esparza, David Pesavento, Dustin Dumars, Tina Anderson, and Nichole Leonard.
2. Approval of agenda:  
Trustee Peabody made a motion to approve the agenda, Trustee Dan Ramos seconded. Motion passed 5-0-0.
3. Approval of the minutes of the Board Meetings from October 1, 2024:  
Trustee Dan Ramos made a motion to approve the agenda, Trustee Peabody seconded. Motion passed 5-0-0.

**Public Comment on Non-Agenda Items District**

No members of the public commented on non-agenda items.

**Business/Action Items**

1. Report on District Finances:  
Mr. Dumars presented informational items including the District's balance sheet and a summary of District funds.  
Mr. Dumars proposed moving the District financials over to Bill.com and QuickBooks Online to increase efficiency while continuing to adhere to Federal standards. Mr. Dumar's company has absorbed the cost of the transfer. Trustee Dan Ramos moved to approve the software changes, Trustee Peabody seconded, and the motion passed 5-0-0.  
Trustee Mattos proposed the purchase of Caterpillar 130 Grader to assist in maintaining the District's levee roads. Trustee Dan Ramos moved to approved the purchase up to 40K. Trustee Peabody seconded, and the motion passed 5-0-0.  
Trustee Mattos recommended the District open a line of credit for emergencies. Ms. Smith reported that a formal resolution is typically required. Mr. Dumars will work with Trustee Mattos and a resolution will be brought to Board at the February meeting.
2. Corp Yard
  - a. Extra Work  
Forgen is preparing a quote for the extra work. The District may issue a contract extension, dependent on weather conditions.
  - b. Planned Bids  
Bid open for the building is scheduled for December 19, 2024.

c. Budget/Amendments

Trustee Dan Ramos concluded negotiations with Comstock Johnson and the Board has adopted the budget amendment reviewed at their October meeting.

3. SAFCA Contribution to District Budget

Ms. Anderson made a revision to the proposal and will coordinate with Dan Tibbitts.

4. Adopt resolution to enable RD 537 to enter contracts with DWR / CVFPB / SSJDD to manage State lands in RD 537 District boundaries and to accept fee title to said lands if appropriate to do so.

Trustee Peabody made a motion to approve the Resolution. Trustee Yeung seconded and the motion passed 5-0-0.

5. Prepare RFQ for consultant services to assist RD 537 in preparing a proposed land management plan for DWR/CVFPB/ SSJDD in RD 537 district boundaries according to State RFQ solicitation standards.

The District appointed Trustees Mattos and Dan Ramos as a subcommittee to prepare the Request for Proposals. Trustee Yeung seconded and the motion passed 5-0-0.

6. Discuss DWR O&M Contract Renewal:

The current O&M contract expires 12/31/2024 and the Board and their legal counsel reviewed the Contract renewal. Trustee Dan Ramos moved to renew the contract until 12/31/2025, Trustee Peabody seconded, and the motion passed 5-0-0.

7. Engineers' Report and Updates (MBK):

a. FMAP

The remaining 2024 FMAP funding will be spent on gravel road grading work.

b. FEMA

The District needs to renew their SAMs.gov number. Ms. Anderson will work with Trustee Thomas Ramos to resolve the registration issue.

8. Attorneys' Report

Ms. Smith reported that there would be additional disclaimers of interest related to DWR's Eminent Domain actions.

## Informational Items

1. Manager's Report

Manager Mattos reported that the Fall inspection occurred on October 30. One item on the District's inspection was a large hole in the levee slope, north of the Firehouse. The anomaly is not impacting levee integrity, and has been there for a long time. The District plans to fix the issue in the spring.

One other item noted during the inspection is a pipe on the waterside, across from the Yeung property. Ms. Anderson will work with the District to prepare a maintenance notification for the Central Valley Flood Protection Board, and a Streambed Alteration Agreement Application prior to the District performing any work.

Manager Mattos reported that rodent bait stations were removed and will be put back out in spring. He also reported that the District's pumps are ready for the winter flood season.

2. WSAFCA Update

Trustee Thomas Ramos reported that the work is continuing along the Bypass levee. He also reported that Greg Savin is retiring this year.

3. Additional Informational Items/Trustee Comments

Trustee Mattos reported that Elkhorn Fire District is dissolving and there may be an opportunity for the District take over the lease and maintain the equipment and facilities for community use. Ms. Smith will review the lease and required noticing, and inform the Board regarding the process.

4. Adjourn

Trustee Mattos adjourned the meeting at 10:54 am

**RESOLUTION NO. 2024-12-01**

**RESOLUTION TO ENTER INTO COOPERATIVE AGREEMENT WITH  
DEPARTMENT OF WATER RESOURCES FOR LAND MANAGEMENT ON LOWER  
ELKHORN LEVEE SETBACK PROJECT**

**WHEREAS**, Reclamation District No. 537 is a California Reclamation District formed and operating under Water Code § 50000 and following for the purposes of providing flood control and reclamation within the lower Elkhorn Basin in Yolo County, California; and

**WHEREAS**, the California Department of Water Resources (DWR) is implementing the Lower Elkhorn Basin Levee Setback (LEBLS) Project in Yolo County, including in areas in and around the District; and

**WHEREAS**, the LEBLS Project is intended to reduce river states in the Sacramento River and increase the capacity of the Yolo and Sacramento Bypasses; consistent with the goals of the District; and

**WHEREAS**, RD 537 has participated in the planning and implementation of the LEBLS Project as a project partner; and

**WHEREAS**, in the process of implementing the LEBLS Project DWR will acquire property within the lower Elkhorn Basin for habitat or conservation purposes, and going forward will be responsible for managing those parcels consistent with the requirements of the District and other management efforts in the Basin; and

**WHEREAS**, DWR has approached the District to inquire whether the District would be willing to assist in the management of lands within the District acquired in connection with the LEBLS Project; and

**WHEREAS**, in addition to other authorities, the District may acquire, transfer, lease and dispose of property; may enter into contracts; may construct and operate drains, canals, and irrigation works; may construct, operate, and maintain reclamation works; and may do all other things reasonable and necessary for accomplishing the purpose of the District; and

**WHEREAS**, appropriate management of LEBLS lands in a fashion consistent with the District's flood control and reclamation priorities is in the best interest of the District and its landowners; and

**WHEREAS**, the District's Board of Trustees is willing to consider assuming responsibility for the management of these lands, to the extent that action may support the District's flood control and reclamation efforts.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of Reclamation District No. 537 as follows:

1. Cooperation and coordination with DWR on the management of its lands within the District is reasonable and necessary to support the flood control and reclamation purposes for which the District was formed.
2. The District's staff and consultants are authorized to negotiate an agreement with DWR for maintaining and managing DWR-owned land within the LEBLS footprint, and shall present that agreement to the Board for final approval.
3. The District's staff and consultants shall prepare and publish a Request for Qualifications for consultant services to develop a land management plan in connection with the subject properties and in coordination with the District.

PASSED, APPROVED, AND ADOPTED this 3<sup>rd</sup> day of December, 2024 by the following vote:

AYES: 5  
NAYS: 5  
ABSTAIN: 0  
ABSENT: 0



Handwritten signature of William A. Matlos in black ink, written over a horizontal line. The signature is cursive and includes the name 'William A. Matlos'.

**President**

Reclamation District No. 537