

**MINUTES OF THE SPECIAL MEETING OF  
THE BOARD OF TRUSTEES OF  
RECLAMATION DISTRICT NO. 1600  
June 17, 2020**

**Directors Present:** Kent Lang, Michele Clark (attended via phone),  
Nick Zanotti,

**Directors Absent:** None

**Others Present:** James Nolan (Recording Secretary), Kyle Lang (District Manager)

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. 1600 was called to order by President Kent Lang, on June 17, 2020, at 9:00 a.m. at the offices of the District located at 429 First Street, Woodland, California. James V. Nolan acted as Secretary.

**1. Public comments on agenda items:**

None.

**2. Approval of the minutes of prior meeting:**

Upon motion duly made by Trustee Michele Clark, seconded by Trustee Nick Zanotti and unanimously passed the minutes were approved is presented.

**3. Approval of District bills:**

A discussion was held about Emerald Site Services' bills. District ought to pay the \$16,945.00 now through current funds. The invoice for \$24,390.00 is deferred until FMAP money comes in.

Laugenour & Meikle -Revisions and printing maps for Kyle	2/27/2020	105.00
Clearwater Landscape Service -Ditch mowing	2/28/2020	3,600.00
Wilbur-Ellis -		1,782.07
Michele Clark -Services meeting 3/4/20	3/4/2020	150.00

Nick Zanotti -Services meeting 3/4/20	3/4/2020	150.00
Mary Howard-squirrel control	February 2020	350.00
State Compensation Insurance Fund	3/5/2020	171.38
PG&E	3/5/2020	22.89
Emerald Site Services-Performed weed abatement and tree trimming on 2/20/20	2/29/2020	12980 NOT PD YET
Emerald Site Services-Performed weed abatement and tree trimming on 2/6/20	2/21/2020	13185 NOT PD YET
Emerald Site Services-Performed weed abatement and tree trimming on 2/14/20	2/21/2020	15170 NOT PD YET
MBK Engineers- Consulting services/O&M Support, Emergency slip repair	2/29/2020	1,208.75
Garndner, Janes,Nakken & Hugo Law Office - professional services	3/4/2020	350.00
Mary Howard-squirrel control	March 2020	350.00
GJNHN	3/31/2020	700.00
H & H Excavating, Inc.	4/4/2020	3,550.00
H & H Excavating, Inc.	3/21/2020	1,500.00
PG&E	4/3/2020	83.29
MBK Engineers-General consulting fees / Emergency Slip Repairs	9/22/1978	28755.11 NOT PD YET
MBK Engineers-FMAP LOI / SWIF	4/21/2020	1,527.50
Mary Howard-squirrel control	April 2020	350.00
PG&E	5/5/2020	22.89
State Comp Ins. Fund	5/18/2020	535.75
MBK Engineers - Slip repair	5/19/2020	4,557.25
MBK Engineers -FMAP LOI/SWIF,Election, Admin	5/19/2020	1,074.75
	<b>Total</b>	<b>22,141.52</b>

4. **Status report on District business:**

Tina Anderson, of MBK – Repair of Bypass levee – want to help us

get repairs done- extend current and additional money if no extension, then will work on new if needed.

Bob Unpiension from DWR ---- that money will be identified and appropriated. DWR aligned with us that this is a critical site needing repair before next flood season. Most important thing is to extend contract because it expires at the end of June.

Upon motion duly made by Trustee Nick Zanotti, seconded by Trustee Michele Clark and unanimously passed, to authorize President Lang to sign contract extension. Funds to be identified later.

Three discussions on budget by Reclamation District 1600:

1. Current money and needs.
2. Budget for coming year. Cash flow –DWR incoming funds and assessments.
3. Assessments – are insufficient. 131,000.00 a year, \$23.00 per acre and \$9,000.00 for mile levee maintenance internal drainage.

Typical cost only for levee maintenance 10 to 20 thousand a month. What is annual maintenance? \$260,000.00 a year appears to be needed. A lot of deferred maintenance. A lot of time spent by MBK at no cost to Reclamation District 1600. Large Fish Notch project – only a small portion paid by Reclamation District 1600. Only a coincidence, other funds and RFP grant will dry up in the future. And FMAP funds will also go away with budget \$130,000.00 and annual expenses. \$260,000.00 deferred maintenance will grow and no reserve. If future slips etc. will not have funds to cover work by MBK.

Daniel Martinez of CDFW to get permission from Reclamation District 1600 for Fish Trap. Michele Clark concerns regarding wear and tear on levees.

**B).** Reclamation District 1600 not a sustainable district at \$130,000.00 annual Budget income. Prop 218 has to be complete before June 30, 2020 to take affect following fiscal year (Engineers report, outreach, election. It's a 4 to 5 months process) July 1, 2021 –budget. 218 elections are not cheap. FMAP money can be spent on Engineer's report \$35,000.00. Balloting process will cost extra. \$37.00 an acre is the maximum amount that can be assessed. Need a reserve. Include an inflationary factor – cost of living adjustment, even a one time Prop 218 election could cost 50,000.00.

**Deferred Maintenance:** Needs to be taken care of. Fremont Weir levee – vegetation needs to be removed, but can't do it this year. Once taken care of District in pretty good shape.

Ric Reinhardt suggested having a conversation with individual landowners- especially Tevelde. Nick Zanotti will set up a meeting with Mr. Tevelde and MBK.

**C). Michele Clark-** discussed whether agreement with the Wildlands can be amended.

Michele Clark questioned deferred maintenance. Should be eliminated if ever 1600 allowed to merge with lower Elkhorn's merged districts. To do that 1600 would dissolve and Reclamation District 537 would annex 1600 into its district. LAFCO would not approve such a merger without a realistic budget.

**Fish Trap proposed by Department Fish and Wildlife.**

**Language-** to property owners satisfaction - for access to private property.

**Ric Reinhardt- RD 1600 levees** - not owned in fee- only an easement. District has rights to operate and repair levee.

**David Martinez, Department of Fish and Wildlife** reported that as to any erosion, etc. on levee- to do the best we can –zero erode while working. Stop using site if any damage. New selected site chosen with Kyle and Ric.

**Land use agreement forms** – from CDFW- will change from “ best efforts to “the satisfaction of RD 1600”.

**RD 1600-** written permission- can email.

Upon motion duly made by Trustee Kent Lang, seconded by Trustee Nick Zanotti and unanimously passed, the president or manager is authorized to sign any agreement or secretary can email consent.

**5. Discuss 218 Election:**

A discussion was held. Doubling assessment proposed would become 37.00 per acre. District needs to increase assessment to meet needs; not short ourselves. Need landowners agreement before district can consider. Michele Clark

reported that Ric Reinhardt suggested she speak to SAFCA leadership because SAFCA pays Sac Valley, Yolo Land Trust and Lance Stanley's assessments.

**6. Adoption of the budget for fiscal year 2020-2021:**

After discussion, upon motion duly made by Trustee Michele Clark, seconded by Trustee Nick Zanotti, and unanimously passed, it was:

**RESOLVED**, that the resolution authorizing proposed Budget for the fiscal 2020-2021 fiscal year in the amount of \$133,000.00 be adopted as shown on Resolution No. 2020-1 attached hereto and incorporated.

**7. Adoption of the maintenance assessment for fiscal year 2020-2021:**

After discussion, upon motion duly made by Trustee Michele Clark, seconded by Trustee Nick Zanotti, and unanimously passed, it was:

**RESOLVED**, that the assessment should remain the same as last year which is \$20.52 per \$100.00 of assessed valuation. Resolution No. 2020-2 adopting the assessment of \$ 20.52 per \$100.00 of assessed valuation of each District landowner for the 2020-2021 fiscal year was adopted. The total amount of all assessments on landowners is \$133,000.00.

The secretary was instructed to attach a copy of the assessment resolution to these minutes and provide it to the County with the annual budget documents.

**8. Approval of the Special Districts Authorization Form for fiscal year 2020-2021:**

After discussion, upon motion duly made by Trustee Clark, seconded by Trustee Zanotti, the Trustees were authorized to sign the special districts authorization form. The Board also approved the authorization of Kent Lang, James V. Nolan and Robert Nakken to sign any and all documents necessary to conduct District business with the County of Yolo for the upcoming fiscal year of 2020-2021.


9. **Manager's report:**

Kyle Lang reported that Dustin Dumars estimated \$1,000.00 per month to do accounting for the district.

10. **Such other urgent business as may be brought before the Board that has arisen since agenda was prepared.**

There being no further business to come before the meeting, upon motion duly made, seconded, and unanimously carried, the meeting was adjourned.

Respectfully submitted,



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JAMES V. NOLAN, Secretary

**RECLAMATION DISTRICT NO. 1600 BUDGET WORKSHEET  
2020-2021 FISCAL YEAR**

**OPERATIONS AND MAINTENANCE BUDGET**

County Code		2019/2020 (ADOPTED)	2020/2021 (ADOPTED)
500390	WORKERS COMPENSATION INS. - (State Compensation Insurance Fund)	\$1,500	\$1,500
501051	INSURANCE - PUBLIC LIABILITY - (Insurance - liability and en-ors and omissions)	6,000	6,155
501071	MAINTENANCE BUILDINGS & IMPROVEMENTS- (LEVEE- brush removal, weed sprays, squirre l abatement, blade crown, gates)	121,000	41,845
501071	MAINTENANCE BUILDINGS & IMPROVEMENTS - (DITCHES - clean ditches, culverts)	25,000	8,000
501071	MAINTENANCE BUILDINGS & IMPROVEMENTS - (PUMPS - (pump station-maintenance \$5,000); -(LEVEE -(repair & rehabilitation -slip \$0 now, apply to state)	5,000	2,500
501090	MEMBERSHIPS - (Flood Association dues)	2,500	2,500
501090	MEMBERSHIPS - (SG MA - Yolo Subbasin Groundwater Agency)	3,500	3,500
501156	LEGAL SERVICES	7,500	3,500
501150	ARCH, ENGINEERING & PLANNING SRVCES - (Engineering)	20,000	10,000
501165	PROFESSIONAL & SPECIALIZED SERVICES- (Management of levees, ditches,pumps, and office)	25,000	31,000
501165	PROFESSIONAL & SPECIALIZED SERVICES - (Levee patrol)	2,500	2,500
501169	BOARD MEETING STIPEN DS - (Trustee expenses)	2,000	2,700
501180	PUBLICATIONS & LEGAL NOTICES, ADMINISTRATION,BOOKKEEPING	1,000	13,000
501260	UTILITIES	15,000	4,300
503300	APPROPRIATIONS FOR CONTINGENCY - (Contingencies)	20,000	0
	<b>TOTAL</b>	<b>\$257,500</b>	<b>\$133,000</b>



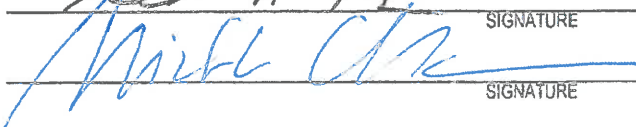
Kh/public/recdists/1600-b u dget-2020-2021-Adopted(LB)

YOLO COUNTY DEPARTMENT OF FINANCIAL SERVICES  
 RECLAMATION DISTRICT BUDGET WORKSHEET - FINANCING USES - SCHEDULE B  
 FISCAL YEAR: 2020-2021  
 DISTRICT NAME: Reclamation District 1600  
 FUND NO: Fund 6450

ACCOUNT NUMBER	ACCOUNT NAME	APPROPRIATIONS
500100	REGULAR EMPLOYEES	
500320	OASDI	
500330	FICA/MEDICARE	
500380	UNEMPLOYMENT INSURANCE	
500390	WORKERS' COMPENSATION INSURANC	1,500.00
	TOTAL SALARY & BENEFITS	\$
501051	INSURANCE-PUBLIC LIABILITY	6,155.00
501053	INSURANCE-OTHER	
501070	MAINTENANCE-EQUIPMENT	
501071	MAINTENANCE-BUILDG IMPROVMNTS	52,345.00
501072	MAINT-BLDG&GRNDS CONTRACTS	
501090	MEMBERSHIPS	6,000.00
501100	MISCELLANEOUS EXPENSE	
501110	OFFICE EXPENSE	
501111	OFFICE EXP-POSTAGE	
501150	PROF & SPEC SVC-ARCHITECTURAL	10,000.00
501151	PROF & SPEC SVC-AUDITG & ACCTG	
501156	PROF & SPEC SVC-LEGAL SVC	3,500.00
501165	PROF & SPEC SVC-OTHER	33,500.00
501169	BOARD MEETING STIPENDS	2,700.00
501180	PUBLICATIONS AND LEGAL NOTICES	13,000.00
501210	MINOR EQUIPMENT	
501232	SPEC DPT EXP-ELECTION SUPPL/SVC	
501249	SPEC DPT EXP-OTHER	
501250	TRANSPORTATION AND TRAVEL	
501260	UTILITIES	4,300.00
	TOTAL SERVICES & SUPPLIES	\$
502120	CONTRIB TO NON-CO AGENCIES	
503300	APPROP FOR CONTINGENCY	0
	TOTAL APPROPRIATIONS	\$
	ADDITIONS TO GENERAL RESERVE	
	ADDITIONS TO EQUIP REPLACEMENT RESERVE JUNE 30, 2021	
	ADDITIONS TO _____ RESERVE JUNE 30, 2021	
	TOTAL FINANCING USES	\$ 133,000.00

\* INDICATE THIS AMOUNT IN MINUTES  
 \*\* ATTACH COPY OF MINUTES

APPROVALS:

	_____ SIGNATURE	6/17/2020 _____ DATE
	_____ SIGNATURE	6/17/20 _____ DATE
	_____ SIGNATURE	6/19/2020 _____ DATE
	_____ SIGNATURE	_____ DATE



YOLO COUNTY DEPARTMENT OF FINANCIAL SERVICES  
 RECLAMATION DISTRICT BUDGET WORKSHEET - FINANCING SOURCES - SCHEDULE A  
 FISCAL YEAR: 2020-2021  
 DISTRICT NAME: Reclamation District 1600  
 FUND NO: Fund 6450

ACCOUNT NUMBER	ACCOUNT NAME	ESTIMATED REVENUE
400100	PROP TAXES-CURRENT SECURED	
400700	INVESTMENT EARNINGS-POOL	
400725	RENTS & CONCESSIONS - OTHER	
401340	ST-OTHER	
403030	SPECIAL ASSESSMENT	
404190	OTHER MISC INCOME	
	TOTAL REVENUE	\$
	ESTIMATED FUND BALANCE AVAILABLE JULY 1, 2021 \$	
	DECREASE IN GENERAL RESERVE	
	DECREASE IN EQUIP REPL RESERVE	
	DECREASE IN _____ RESERVE	
	TOTAL FINANCING SOURCES	\$

1  
1  
1

**RESOLUTION NO. 2020-1**  
**RESOLUTION AUTHORIZING PROPOSED BUDGET FOR THE**  
**2020-2021 FISCAL YEAR**

WHEREAS, **RECLAMATION DISTRICT NO. 1600** presented the proposed budget for 2020-2021 fiscal year; and

WHEREAS, the following resolution was adopted:

NOW, THEREFORE, BE IT RESOLVED THAT:


1. The budget of **RECLAMATION DISTRICT NO. 1600** for the fiscal year be set at \$ 133,000.00, as detailed in the **attachment**.

PASSED AND ADOPTED by the Trustees of **RECLAMATION DISTRICT NO. 1600** this 17th day of June, 2020, by the following vote:

AYES: 3  
NOES: 0  
ABSENT: 0

  
\_\_\_\_\_  
KENT LANG, Trustee  
Reclamation District No. 1600

ATTEST:

  
\_\_\_\_\_  
JAMES V. NOLAN, Secretary  
Reclamation District No. 1600

**RESOLUTION NO. 2020-2**  
**RESOLUTION AUTHORIZING PROPOSED ASSESSMENT FOR**  
**THE 2020-2021 FISCAL YEAR**

WHEREAS an assessment list as provided by the laws of the State of California, covering and including the lands situated within **Reclamation District No. 1600** of the County of Yolo, State of California, was approved by the Board of Supervisors of said County on August 2, 1926; and

WHEREAS, in the opinion of the Trustees of said District, it is necessary to raise **\$133,000.00** for the construction, maintenance, and/or repair of the works of reclamation of said District, and for the incidental expenses of the said District;

NOW THEREFORE, BE IT RESOLVED AND IT IS HEREBY ORDERED that there be levied and there hereby is levied, an assessment at the rate of **\$20.52 on each \$100.00** assessed valuation, which shall be designated as **Assessment No. 2020-1** and shall be **payable** within sixty (60) days from the **1st day of December, 2020**. Any installment which shall remain unpaid on the **30th day of January, 2021**, will be **delinquent**, together with the interest thereon, and a penalty of 10% shall be added thereto.

BE IT FURTHER RESOLVED AND IT HEREBY IS ORDERED that the Secretary enter in the minutes of the Board of Trustees of said District a notice in the following form:

NOTICE OF ASSESSMENT LEVY NO. **2020-1**  
BASED UPON VALUATION ASSESSMENT  
LIST OF LAND SITUATE WITHIN  
RECLAMATION DISTRICT NO. 1600  
YOLO COUNTY, CALIFORNIA  
RECLAMATION DISTRICT NO. 1600  
Principal Place of Business  
429 First Street  
Woodland, CA 95695

NOTICE IS HEREBY GIVEN, that at a meeting of the Board of Trustees of Reclamation District No. 1600, held on **June 17, 2020**, the said Trustees ordered that it is necessary to raise the sum of **\$133,000.00** for the construction, maintenance, and/or repair of the works of reclamation of said District, and ordered levied, and levied, an assessment at the rate of **\$20.52 on each \$100.00** assessment valuation as shown upon that certain assessment list as provided by law, covering and including the land situate within Reclamation District No. 1600 of the County of Yolo, State of California, and approved by the Board of Supervisors of the said County on August 26, 1926, which assessment was designated as **Assessment No. 2020-1** and ordered **payable** to the Treasurer of said County of Yolo within sixty (60) days from the **1st of December, 2020**. Any installment which shall remain unpaid on the **30th day of January, 2021**, will be

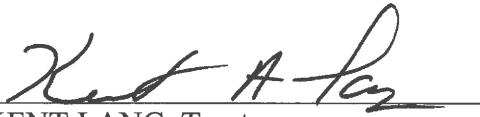
**delinquent**, together with interest thereon, and a penalty of 10% will be added thereto for the use of the District.

RECLAMATION DISTRICT NO. 1600  
of the County of Yolo, State of California


By: JAMES V. NOLAN  
Secretary of the Board of Trustees

PASSED AND ADOPTED by the Trustees of **RECLAMATION DISTRICT NO. 1600** this 17th day of June, 2020.

AYES: 3  
NOES: 0  
ABSENT: 0

  
KENT LANG, Trustee  
Reclamation District No. 1600

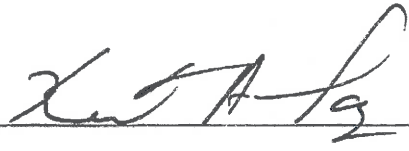

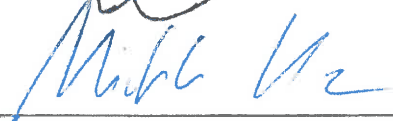
ATTEST:

  
JAMES V. NOLAN, Secretary  
Reclamation District No. 1600

**CONSENT TO PUBLIC MEETING OF  
THE BOARD OF TRUSTEES OF  
OF RECLAMATION DISTRICT NO. 1600**

We, the undersigned members of the Board of Trustees of RECLAMATION DISTRICT NO. 1600 of the County of Yolo, State of California, do hereby give our written consent to the holding of this public meeting of the Board of Trustees of said District this 17<sup>th</sup> day of June, 2020, at the hour of 9:00 a.m. of said day, at the office of Gardner, Janes, Nakken, Hugo & Nolan, 429 First Street, Woodland, California.




IN WITNESS WHEREOF, we have hereunto subscribed our names this 17th day of June 2020.

  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_




Special Districts and Other Agencies Authorization Form - FY 20-21

COUNTY OF YOLO  
 DEPARTMENT OF FINANCIAL SERVICES  
 P.O. BOX 1268  
 WOODLAND, CA 95776  
 (530) 666-8190

Fund: 6450  
 District Name: Reclamation District 1600  
 Address: 429 First Street  
 Phone number: 530-662-7367  
 Contact: James V. Nolan

1	2	3	4	5	6	7	8	9	AUTHORIZED SIGNATURE OF EMPLOYEE
PICK UP GENERAL CHECKS	GENERAL CLAIMS APRVL	DEPOSIT APRVL	JETS/ DOC. APRVL	BUDGET MOD. APRVL					
X	X	X	X	X					Signature:  Print: Kent Lang
X	X	X	X	X					Signature:  Print: James V. Nolan
X	X	X	X	X					Signature:  Print: Robert Nakken
									Signature: _____ Print: _____
									Signature: _____ Print: _____
									Signature: _____ Print: _____
									Signature: _____ Print: _____
									Signature: _____ Print: _____

The persons listed above are authorized to perform the above duties on behalf of our governing board as approved in our Minutes recorded at a regular district meeting.

Board Chairman Signature:  Date: \_\_\_\_\_  
 Print Name: Ken Lang  
 Board Member Signature:  Date: 6/13/2020  
 Print Name: Michele Clark  
 Board Member Signature:  Date: \_\_\_\_\_  
 Print Name: Nick Zanotti  
 Board Member Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Print Name: \_\_\_\_\_

County of Yolo  
 Department of Financial Services  
 District Officials and Other Information

District Name: Reclamation District 1600 Fund No(s). 6450

Mailing Address

Street 1 429 First Street  
 Street 2 \_\_\_\_\_  
 City Woodland State CA Zip 95695  
 Email jvnolan@yololaw.com

List all Governing Board Members as of June, 30, 2020.

	Member	Title
1	Kent Lang	Trustee, President
2	Michele Clark	Trustee
3	Nick Zanotti	Trustee
4	_____	_____
5	_____	_____
6	_____	_____
7	_____	_____
8	_____	_____
9	_____	_____
#	_____	_____
#	_____	_____
#	_____	_____

Other Key Officials as of June 30, 2020

	First Name	Middle Initial	Last Name	Title
1	_____	_____	_____	_____
2	_____	_____	_____	_____
3	_____	_____	_____	_____
4	_____	_____	_____	_____

Independent Auditor

Firm Name


\_\_\_\_\_

First Name	Middle Initial	Last Name	Phone No.
_____	_____	_____	_____

**CONSENT TO PUBLIC MEETING OF  
THE BOARD OF TRUSTEES OF  
OF RECLAMATION DISTRICT NO. 1600**

We, the undersigned members of the Board of Trustees of RECLAMATION DISTRICT NO. 1600 of the County of Yolo, State of California, do hereby give our written consent to the holding of this public meeting of the Board of Trustees of said District this 17<sup>th</sup> day of June, 2020, at the hour of 9:00 a.m. of said day, at the office of Gardner, Janes, Nakken, Hugo & Nolan, 429 First Street, Woodland, California.

IN WITNESS WHEREOF, we have hereunto subscribed our names this 17th day of June 2020.

  
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\_\_\_\_\_