

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

Thursday December 4, 2025 at 2:00 PM

Downey Brand, 621 Capitol Mall, 18th Floor, Sacramento, CA¹

Trustees attending: Michele Clark, Ammy Reyes, Rebecca Yeung

Others attending:

MBK Engineers - District Engineers: Tom Engler & Mike Kynett along with Tina Anderson & Kyle Knutson (via Zoom); District Counsel: Brian Hamilton.

DWR Staff - James Newcomb, Liz Vasquez, & Rachel Taylor along with Haley Mica (via Zoom).

District Accountant: Dustin Dumars & Dylan Hoppe (intern at Dumars' office) joined the meeting at 3pm.

Call to Order: Clark called the meeting to order at 2:00 pm.

Public Comment on Non-Agenda Items: None

California Department of Water Resources Presentation - Operation of Big Notch DWR staff: James Newcomb, Liz Vasquez, & Rachel Taylor along with Haley Mica (via Zoom). DWR staff reported that the Big Notch was operated last month to begin the testing phase. Vasquez described the operation of the Big Notch, including graphics on how the gates will work; the gates will stop operating on March 15 each year at which time DWR will determine if there are adult fish in the Tule Canal/Yolo Bypass – if yes, DWR will release additional water until May 1 to get allow the fish to travel out through the fish passage at the Big Notch. Staff explained that the Big Notch objective is to meet both adult and juvenile fish obligations imposed on DWR.

Question about the ground water monitoring station DWR located on the catwalk to the District's pumps. DWR is using that location for calibration. Trustees stated concerns that the location is problematic and not a good indicator of ground water since once the District pumps are turned on, the area will drain quickly; also concerns that the station could be damaged while District staff access the pumps; similarly, Trustees concerned that monitoring station could damage the District's pumps if the station fails. All agreed to further discussion on this issue including whether there is a better location for this monitoring station. Vasquez stated that she will locate the TEP for the monitoring station and send to Clark.

¹ Meeting held outside District pursuant to CA Gov Code §54954 subdivision (5) (meeting with a state official to discuss issues affecting the agency) & subdivision (7) (meeting with counsel for a closed session on pending litigation to reduce legal fees or costs).

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Discussion on ground water model – Vasquez stated that the first Technical Memo was completed; the second Technical Memo is being reviewed – once that is done, DWR will have the scenarios needed to create the model. Vasquez stated that the District would receive the Technical Memos in advance of a proposed January meeting with the District.

Discussion on informing landowners and growers about the operation of the Big Notch. DWR said Sabrina Snyder @ Yolo County is the point person who landowners and growers should contact with questions.

Yeung & Reyes asked DWR to install a lock carousel at the Fisherman’s Bridge to prevent Trustees being locked out or in.

DWR staff left the meeting after their presentation.

Financial Matters District Accountant: Dustin Dumars & Dylan Hoppe (an intern at Dumars’ office) joined the meeting at 3pm. Dumars presented the financial statements and answered questions from the Trustees. Dumars reported that the 2024-2025 audit is being completed by Perry Bunch. Dumars and Hoppe left the meeting after their presentation.

Reports by MBK Engineers on Maintenance and Related Matters

- a. General Maintenance – schedule, bidding, contracting Discussion on contracting with Spencer Defty on site work; estimates following meeting with Anderson was \$16,500.00; discussion about efficiency of increasing contract to expedite repair of areas not previously identified. Trustees in agreement to enter into a contract not to exceed \$25,000.00.

- b. Fall Levee Inspection on October 23, 2025 Anderson reported that the District received an overall rating of M (Minimally Acceptable) for the levee system, which she noted is a positive outcome. The Sacramento River levee received an M rating, with the primary maintenance concerns related to animal activity and erosion. The Yolo Bypass levee received a U (Unacceptable) rating, due primarily to waterside erosion.

- c. DWR Deferred Maintenance Program (DMP) – replacement of the gravity pipe to be funded 100% by DWR Kynett provided plans for the replacement of the gravity drain. Discussion on locating staging area. Yeung requested a better design of the screen than existing screen to facilitate cleaning. Time frame at this point is August 2027 to October 2027.

- d. System-Wide Improvement Framework (SWIF) – report has been submitted Nothing new to report.

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- e. Other Pending Matters since last quarterly meeting Nothing new to report.
- f. Ground Water Monitoring – status of DWR reports & model During DWR presentation, Vasquez reported DWR is still working on the model and proposed a January meeting to discuss with DWR.
- g. Sediment Monitoring – status of DWR reports Nothing new to report.

All MBK personnel left the meeting.

Action Items

- a. Approval of Minutes – September 4, 2025 – Motion by Yeung, second by Reyes, minutes unanimously approved as presented.

Reports by Trustees

- a. Appointment of Reyes to continue as District Trustee by Yolo County Board of Supervisors Reyes sign the Oath of Office before Notary Public.
- b. Upper Yolo Bypass Plan status Clark reported that US Army Corps of Engineers issued new requirements for the preparation of the Comprehensive Plan; SAFCA appears to be concerned that there are no funds to do the additional design work; Clark will report back as she learns new information.


Scheduling Next Regular Meeting – March 18, 2026

CLOSED SESSION

- a. Conference with Legal Counsel – Litigation. Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9 (one case) No reportable action.

Meeting adjourned at 5:00 pm.

Approved by the Board of Trustees at its regularly scheduled Meeting on March 18, 2026

By: 

Ammy Reyes, Secretary