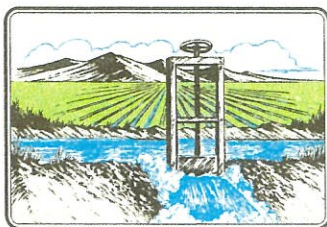


Reclamation District No. 1004



RECLAMATION DISTRICT NO. 1004 BOARD OF TRUSTEES MEETING MEETING MINUTES

August 2, 2023
Regular Board Meeting
10:00 a.m.

Dial-in number: 916-233-0790
Participant Pin: 596409

Board of Trustees present: Chairman Hulbert, Vice-Chairman Borrelli, Trustee Herkert, Trustee Mord and Trustee Bailey. RD 1004 staff present District Manager Terry Bressler, Assistant District Manager Vince Laufer, and Secretary to the Board of Trustees Barbie Buchanan. Public attendees present Nicole Garafalo and Hayden Harter. Public attendees present by phone: T.J. Louderback and Michael Marver.

1. Call the Meeting to Order

Meeting called to order at 10:00 a.m.

2. Approval of Agenda

Motion to approve agenda for August 2, 2023: Trustee Herkert

Second: Trustee Mord

Vote: Unanimous

3. Approval of Minutes

A. July 12, 2023, Regular Board Meeting

Motion to approve minutes from July 12, 2023, with one edit; correct typo from "an" to "and" on page four, Manager's Report, paragraph one: Trustee Mord

Second: Trustee Borrelli

Vote: Unanimous

4. Public to address the Board

No public requests to address the Board.

6. Financial Reports - Discussion and Possible Action

A. Cash Report/Account Balances

Office Manager Barbie Buchanan presented the Treasurer's Report. The Board of Trustees (BOT) gave Barbie Buchanan direction to withdraw \$1 million dollars from the funds held with Colusa County Auditor, as well as \$500,000.00 from LAIF and deposit into six-month certificates of deposit with Edward Jones. Barbie Buchanan will prepare appropriate County Claim Forms and District letters for BOT signatures.

B. Interim Disbursements

Discussion only, no action taken.

C. Accounts Payable

Motion to approve: Trustee Bailey
Second: Trustee Borrelli
Vote: Unanimous

D. Accounts Receivable

Discussion only, no action taken.

E. Profit/Loss Statement

Discussion only, no action taken.

F. Approval of Transfers

Discussion regarding where the reoccurring \$2,500.00 monthly transfer to the Water Rights Fund should be coming from. Trustee Herkert reiterated his intentions when making the original motion during the regular Board Meeting on June 14, 2023. Trustee Borrelli interjected that his intention of moving the \$2,500.00 each month was to keep fees down. After further discussion, original motion will stand and the reoccurring monthly transfer will continue coming from the general fund for the time being. Discussion will continue to determine if the \$2,500.00 monthly transfer should be a part of the yearly budget and be included with Standy-by or Admin Fees, or come out of the drought relief funding.

Office Manager Barbie Buchanan requested the following transfers:

- \$10,000.00 from the general fund to Umpqua Bank for payroll taxes
- \$2,500.00 from the general fund to the Water Rights Fund (County Fund 499/ Fund 2)

Motion to approve both transfers as requested: Trustee Herkert
Second: Trustee Bailey
Vote: Unanimous

7. New Business:

A. Discussion and Possible Action of Morgan Levee Costs vs. Income

Trustee Herkert asked for an update on the Morgan Levee work and inquired on the purpose of the fees. District Manger Terry Bressler clarified that the Morgan Levee fee requests are voluntary for Landowners and the District uses the funds received to complete work between spring and duck season. The District will now track on an annual basis.

B. Discussion and Possible Action of Groundwater Wheeling Policy and Ditch Loss

Discussion only, no action taken. Topic tabled until September's meeting when the six to ten wells that could be affected will be reviewed.

C. Discussion and Possible Action of Drought Relief Funding Allocation

Discussion only, no action taken.

D. Discussion and Possible Action regarding Ownership of the Well at Kelly Pumps

Discussion to determine proper ownership of the Well at Kelly Pumps. Trustee Bailey provided historical information pertaining to past ownership of the well that was drilled in the 1960s. After much discussion, the Board is confirming that the Kelly Well is on GVL Partners property, and therefore owned by the current landowner, GVL Partners.

E. Discussion and Possible Action regarding Davids Engineering Water Delivery, Operations and Accounting System for 2024

District staff presented an estimate for equipment and services provided by Davids Engineering related to a water accounting system. In July, District staff and Trustee Herkert met with Davids Engineering and determined that the software program will enhance efficiency, accuracy and landowner access to real-time data. The Board is in favor of moving forward with the purchase and implementation of the Davids Engineering Program, including software and required equipment, using USBR drought relief funding as this is beneficial use for all lands of the entire District.

Public attendee Hayden Harter provided input hoping that the District is not moving towards a conveyance system dependent on automation in the future years. Chairman Hulbert clarified that it is not the Board's intention.

Motion to approve the Davids Engineering proposal without the purchase of the doppler velocimeter using USBR drought relief funding received by the District: Trustee Bailey

Second: Trustee Borrelli

Vote: Unanimous

8. Chairman's Report

A. Update on Sacramento River Settlement Contractors

Chairman Hulbert provided updates on the upcoming Executive Director position with SRSC. He also reported the USBR did a biological assessment to determine the winter run action plan for salmon. The Federal Government is still working on determination of USBR's \$500 million dollar funding. USBR seems confident, but Congress has not approved as of yet. It is hopeful that a MOU will be in place by the end of the year. The biggest challenge the District is facing is not wanting to give up long term water rights.

The discussion continued regarding the District being short on river allocations from 1964 water allocations. Continued water allocation cuts will make a bigger impact on Reclamation District 1004 when compared to other Districts if future cuts continue. USBR is working with us, however, the other Agencies and the State are not. This will be an ongoing battle to keep the Agencies from taking more of our water; 2023 was an 18% cut.

Public attendee Hayden Harter asked if crop insurance will be impacted, and Chairman informed all attendees that is a factor being considered during current discussions.

USBR will start releasing water by the end of the month for flood protection, but we are in a good place for winter and next year.

9. Manager's Report

District Manager Terry Bressler updated the BOT that the District has currently delivered 44,000 ac/ft of water and is continuing working towards using all of the allocation water for the year.

The District is continuing to work with MBK Engineering on meeting SB88 requirements in regards to obtaining hourly diversion data at the Princeton Pumping Plant.

The District is currently running four pumps at the Princeton Pumping Plant. One of the pumps is beginning to have some issues, so that will be an upcoming expense.

10. Assistant Manager Report

Assistant District Manager Vince Laufer provided flow data for the CVP operations and briefed the BOT on the in-service area water operations for the District.

Staff are currently working on clean-up projects at the Princeton Pumping Plant as well as at the shop in order to comply with the ACWA JPIA corrective plan whenever their schedule allows. The 3rd quarter visit from ACWA JPIA will be coming up, and he is working on meeting the necessary steps.

Assistant District Manager Vince Laufer recommended that the District start strategizing on mechanically removing the primrose from drains in a manner that will be in line with the rice drain off.

There was a question pertaining to staff leave if called out for State of Emergency response work. Direction given to check with attorneys for proper protocol.

11. Old Business:

A. Discussion and Possible Action regarding-GSA/SGMA

District Manager Terry Bressler reported the that State has approved the GSA/SGMA five-year plan as submitted.

B. Discussion and Possible Action regarding-Butte Creek

Discussion only, no action taken.

C. Discussion and Possible Action regarding the ditch agreement with Mallard Ranch

Discussion only, no action taken.

D. Discussion and Possible Action regarding solar program and proposal

Discussion only, no action taken.

E. Discussion and Possible Action regarding hydro/Solar program & proposal-Emrgy

Reviewed response letter from Minasian Law Firm regarding Emrgy proposal. Direction given to District Manager Terry Bressler to have attorney formally respond directly to Emrgy with concerns.

F. Discussion and Possible Action regarding White Mallard Dam automated dam level cost, feasibility and operations

Discussion only, no action taken.

G. Discussion and Possible Action of District Well Security Fencing

Assistant District Manager Vince Laufer provided a quote for security fencing at three well sites. BOT asked for additional quotes to be obtained and presented at September's Board Meeting.

H. Discussion and Possible Action of Construction Contract

KB Hydro Consulting met with Trustee Herkert, Trustee Bailey and District staff to present drawings and calculations for the Brooks Walker and Avis sites. District Manager Terry Bressler recommended replacing the small 30HP pump and move to a 50HP, as well as upgrading the PG&E power from a three wire to a four wire. Trustee Bailey has concerns regarding the water level on the drawing presented and recommended an intake of less $\frac{3}{4}$ ' to 1' per second approach velocity.

The BOT agreed to upgrading the pumps in order to have two 50HP pumps.

I. Discussion and Possible Action of Document Retention Policy

Topic continued to the next regular Board Meeting.

J. Discussion and Possible Action of Personnel Policy Handbook

Motion to approve Personnel Policy, revision dated July 12, 2023, with an effective date of August 2, 2023: Trustee Herkert
Second: Trustee Borrelli
Vote: Unanimous

Policy will be distributed to all District staff on August 4, 2023.

K. Discussion and Analysis of 2024 Stand-by Fees, including Admin Cost Percentages

Topic continued to the next regular Board Meeting.

L. Discussion and Possible Action of District Rules and Regulations


Discussion of District Rules and Regulations, revision dated August 1, 2022. Assistant District Manager Vince Laufer recommended that the District add a section in the Rules and Regulations pertaining to Third Party Conduct. The BOT reviewed the recommended addition and agreed to add part of the proposed policy to the current draft of the District's Rules and Regulations as Rule 25.5. The addition will be added the drafted document will be reviewed for approval at September's meeting.

12. CLOSED SESSION AND TOPICS TO BE DISCUSSED:

No closed session taken.

Meeting adjourned at 3:00 p.m.

Submitted by Barbie Buchanan.



Ed Hulbert
Chairman of the Board



Barbie Buchanan
Secretary to the Board of Trustees