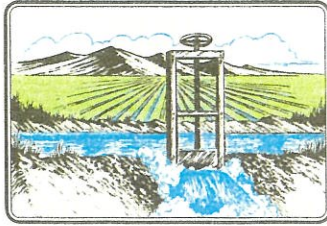


Reclamation District No. 1004



**RECLAMATION DISTRICT NO. 1004
BOARD OF TRUSTEES MEETING
July 12, 2023
Regular Board Meeting Minutes
10:00 a.m.**

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

1. Call the Meeting to Order

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

2. Approval of Agenda

Motion to approve agenda for July 12, 2023: Trustee Herkert
Second: Trustee Borrelli
Vote: Unanimous

3. Approval of Minutes

A. June 14, 2023 Regular Board Meeting

Motion to approve June 14, 2023, with two edits; corrected date in header and remove Tri-Counties bank reference from item 7 (B) motion: Trustee Mord
Second: Trustee Herkert
Vote: Unanimous

4. Public to address the Board

Public attendee Daryl Phy asked the Board of Trustees (BOT) for clarification on the uses and purpose of the Bureau of Reclamation (BOR) drought relief funding received last year because he understood the drought relief funding to be intended for the farmers or to stay in the District's general fund for future farmers. Chairman Hulbert explained that the District's intention was to perform deferred maintenance that the District has been unable to complete. Chairman Hulbert clarified that there were no specific instructions or use expectations from the BOR attached with the funding, but rather the funds were a general relief from 2022, and districts could determine the use the funding at their discretion. There was additional

discussion from Trustee Herkert that supported the District's plan to purchase an excavator and to create a Water Rights Fund for future beneficial use for the entire District. The BOT will inquire as to how other districts utilized their drought relief funding. In addition, Trustee Bailey suggested other alternative end-user options, for example, a form of a future rate reduction.

Mr. Phy requested a copy of the SRSC budget and financial statements. The District will obtain those documents and they will be made available for the public.

6. Financial Report-Discussion and Possible Action

Office manager Barbie Buchanan presented the Treasurer's Report.

A. Cash Report/Account Balances

Discussion only, no action taken.

B. Interim Disbursements

Discussion only, no action taken.

C. Accounts Payable

Motion to approve: Trustee Herkert

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

- \$10,000.00 from County Fund 1 to County Fund 3
- \$2500.00 transfer from the general fund to Water Rights Fund (County Fund 2)
- Request to change County Fund 2 account name from Fish Screen to Water Rights Fund
- \$10,000.00 from the general fund to Umpqua Bank for payroll taxes

Motion to approve all three transfers as requested: Trustee Herkert

Second: Trustee Mord

Vote: Unanimous

Motion to change the name of Colusa County Fund 2 (499) from Fish Screens to Water Rights Fund: Trustee Mord
Second: Trustee Borrelli
Vote: Unanimous

7. New Business:

A. Discussion and Analysis of 2024 Stand-by Fees

Chairman Hulbert provided the first draft of the 2024 Admin Stand-by Fee worksheet to initiate discussion. Two questions came up during this conversation:

Should White Mallard and RD 833 pay the same Admin fee if they are unable to take water?

Should the District include the monthly transfer of \$10,000.00 to the Princeton Pumping Plant Fund and the \$2500.00 transfer to the Water Rights Fund into the calculation?

Chairman Hulbert asked the Trustees to review the draft presented, specifically the percentage allocation associated with each line item relating to admin stand-by fee calculations. Discussion will continue at the next meeting in August.

B. Update on Sacramento River Settlement Contractor 2023 Water Management Plan

The Five-year Water Management Plan submitted by SRSC has been approved by the Bureau of Reclamation and will adoption of the Plan will remain in place until December 31, 2028.

8. Chairman's Report

A. Update on Sacramento River Settlement Contractors

Chairman Hulbert shared the letter from the BOR approving the five-year plan was pleased to report that in the letter, the BOR clearly identified that the primary objective of SRSC is to protect and preserve water rights, water supplies and contracts. SRSC is currently looking towards a cooperative agreement with the BOR for continued water allocations.

SRSC will be increasing staffing for future operations. This will result in increase our costs and budget. The Water Rights Fund created is intended to soften future financial impacts and, if possible, avoid raising Admin/O&M fees.

Chairman Hulbert reported the Wilkins Slough flow has been modest at 5200 cfs. Currently, Shasta is holding back water, but we should expect them to start letting water out soon for winter storage. NCWA is working on three State bills that would allow the State Water Board to have additional authority, and if the bills are passed there will be adverse impacts for the District. Litigation is slow moving at the moment.

Chairman Hulbert reported that the Sacramento River is currently at 42.4 feet at the Colusa Bridge.

9. Manager's Report

District Manager Terry Bressler reported that the District has delivered 33,000 ac/ft. Of that, 19,210 ac/ft from the Sacramento River. In June, the District was within 1,500 ac/ft of reaching its maximum allocation, and in July and August the District should max out on the current 12,000 ac/ft allocation. Looking forward, the District will most likely need to move base water in October.

District Manager reported that the District will be reinstalling the fish barricade between Butte Lodge and Eldon Bower's property. The cost for a Briggs box with a 60-inch pipe is expected to be about \$10,000.00.

The District is on track with SB88 and will be starting the work to install a radio tower to upload the required information to MBK Engineering.

The new truck for the assistant manager should be here in August, and the District will be placing a fleet order for a new truck for meter reader in July or August.

10. Assistant Manager Report

Assistant Manager Vince Laufer reported that the District is making progress gaining hourly diversion data at the Princeton Pumping Plant to gain compliance.

He also stated that the JPIA Risk Assessor recently visited the District and was looking for the status of the correction plan items assigned to the District, and the Assistant Manager Vince Laufer announced that things went well during the visit. The JPIA representative also asked to visit the two well sites where the District recently had theft claims and suggested the District look into security options at those sites, which the District is currently doing.

Assistant Manager Vince Laufer also provided the BOT with a graph showing the current Sacramento River vs. Butte Creek diversions.

11. Old Business:

A. Discussion and Possible Action regarding-GSA/SGMA

Discussion only, no action taken.

B. Discussion and Possible Action regarding-Butte Creek

Discussion only, no action taken.

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

Landowner and Public Attendee TJ Louderback presented in person to address the BOT regarding District's current wheeling policy, the ownership of the ditch on his property, and the cost to move his well water from one end of his property to another without crossing land boundaries.

The District provided County Assessor records to show that the District does have an easement on the ditch. Trustee Borrelli stated that he believed the intention of the current wheeling policy was in situations that include a landowner giving water to another landowner, at which point the District would move the water, and the landowner would pay the wheeling fee as well as the ditch loss. Trustee Borrelli does not feel the wheeling policy is valid if the water is being moved within the same property boundaries.

After further discussion between the BOT and Mr. Louderback, it was decided that Mr. Louderback will install meters on the fields in question before next year and the ditch will continue to be the District's. In addition, Mr. Louderback will not pay ditch loss this year, or moving forward. The BOT decided that in good faith, the District will remove the 12% ditch loss this year even though meters have not been installed as of yet. Effective immediately, the District will lower 12% off the top at the master meter.

There was additional discussion that there are other landowners that are in the exact same situation moving water within their own property boundaries. The BOT will revisit the wheeling fee policy as it pertains to the all landowners in this same situation at the August meeting.

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

District Manager Terry Bressler shared the current proposal from Emrgy. The BOT asked that the District send the proposal to Minasian Law for review and will revisit the topic at the August meeting. The BOT also inquired about the substantial price hike from the previous discussion in April; District Manager Terry Bressler will research that.

F. Discussion and Possible Action regarding White Mallard Dam automated dam level

Discussion was started regarding White Mallard Dam; however, additional information is needed and item was continued until the August agenda. At that time, agenda item will include cost, feasibility and operations discussion.

G. Discussion and Possible Action of Meeting Recordings and Retention Policy

Discussion only, no action taken. Will revisit at the August meeting.

H. Discussion and Possible Action of Personnel Policy Handbook

Chairman Hulbert asked the BOT to review the draft policy and will revisit at the August meeting.

At this time, there were two recommended changes adopted; increase the maximum vacation accrual from 160 to 200 hours, and remove the maximum cap of sick time accrual since it is not a payroll liability for the District.

Motion to increase the vacation maximum benefit from 160 to 200 hours: Trustee Herkert

Second: Trustee Borrelli

Vote: Unanimous

Motion to accrue sick time with no cap: Trustee Borrelli

Second: Trustee Bailey

Vote: Unanimous

I. Discussion and Possible Action regarding security fencing at District well sites

Assistant Manager Vince Laufer discussed the current theft damage the well sites and the recommendations from the insurance company representative. He presented an option which includes fencing and solar operated flood lights. The BOT asked him to get prices and bring back at the August meeting.

12. CLOSED SESSION AND TOPICS TO BE DISCUSSED:

No closed session taken.

Submitted by Barbie Buchanan.



Ed Hulbert
Chairman of the Board



Barbie Buchanan
Secretary to the Board of Trustees