

**Minutes of Meeting
Held
October 3, 2024**

President Amaro called the meeting of the Glenn-Colusa Irrigation District Board of Directors to order at 9:03 a.m. with the flag salute. The meeting was held at the Glenn-Colusa Irrigation District Board Room, 344 East Laurel Street, Willows, California.

Present:

John Amaro, President, Division 2
Logan Dennis, Vice-President, Division 3
Peter Knight, Director, Division 1
Donald R. Bransford, Director, Division 4

Absent:

Blake Vann, Director, Division 5

Staff Present:

Jeffrey P. Sutton, General Manager
Kayla Mendonca, Executive Assistant
Louis Jarvis, Finance Director
Karen Alves, Administrative Services Manager
Ed Henderson, Water Operations Superintendent
Jake Hancock, Assistant Water Operations Superintendent
Chris Privitera, Interim District Engineer
Andy Hitchings, Somach Simmons & Dunn (via teleconference)
Ali Stevens, Somach Simmons & Dunn (via teleconference)

Others Present:

Tim Sanchez, Water User
Les Marsh, Water User (via teleconference)
Tomas Loera, GCID Staff (via teleconference)

President Amaro reported that, in accordance with (Gov. Code §54954.2(b)(2)), staff would like to add two items to the agenda as follows:

Consider and Discuss Approval of Job Descriptions for Sr. Engineering Technician and Water Accounting and SCADA Specialist Level II and Modifications to Job Descriptions for Engineering Technician and Water Accounting and SCADA Technician Level I;

Consider and Discuss Approval of Amendment No. 1 to Memorandum of Understanding Between Glenn-Colusa Irrigation District and the United Public Employees of California Local 792- Glenn-Colusa Irrigation District Unit (October 1, 2023 through September 30, 2026)

Finance Director Jarvis explained that there is a related item to be discussed during Closed Session. However, the above-mentioned items would need to be added to the agenda following Closed Session in order for the Board to take action on these items today.

Director Dennis moved to approve the addition of the two open session items following Closed Session. Director Bransford seconded the motion and it was unanimously approved by the following vote:

Ayes: Directors Amaro, Bransford, Dennis and Knight

Absent: Director Vann

Public Participation

None.

CONSENT AGENDA

Authorize Payment of Claims

Director Dennis moved to approve the payment of claims #24 14980 through #24 15022, in the amount of Seven Hundred Eighty Thousand Dollars and Twenty-Two Cents (\$780,000.22), and approve the September 19, 2024, meeting minutes. Director Bransford seconded the motion, and it was unanimously approved by the following vote:

Ayes: Directors Amaro, Bransford, Dennis and Knight

Absent: Director Vann

BUSINESS ITEMS

Review and Consider Approval of Resolution No. 2024-11 Approving the Glenn-Colusa Irrigation District Investment Policy and Delegating Investment Authority for Fiscal Year 2024-2025

Finance Director Jarvis explained that Government Code §53646(a)(2) states, “the treasurer or chief fiscal officer of the local agency may annually render to the legislative body of that local agency...a statement of investment policy, which the legislative body of the local agency shall consider at a public meeting. Any change in the policy shall also be considered by the legislative body of the local agency at the public meeting.”

The Board adopted the current Investment Policy (Policy) on January 3, 2024. The Policy considered at that time included a revision to allow for District funds to be invested in Joint Powers Authority Local Government Investment Pools organized pursuant to Government Code §6509.7, like the California Asset Management Program (CAMP). Both staff and the District external investment advisor (Government Portfolio Advisors) recently reviewed the current Policy, and staff highlighted the minor recommended edits.

The recommendation was made to keep the annual review on the same schedule as the annual delegation of investment authority. Resolution No. 2024-11 delegates the authority to invest the funds of the District pursuant to the Policy for Fiscal Year 2024-2025. Staff recommends that the Board adopt Resolution No. 2024-11.

Director Bransford moved to approve Resolution 2024-11, approving the Glenn-Colusa Irrigation District Investment Policy, effective upon adoption, and delegating investment authority to the Treasurer for Fiscal Year 2024-2025. Director Knight seconded the motion and it was unanimously approved by the following vote:

Ayes: Directors Amaro, Bransford, Dennis and Knight

Absent: Director Vann

The Resolution is attached to the minutes as Attachment A.

Discuss and Consider Approval of Proposed Adjustments to Billing Rates for Somach Simmons & Dunn

Counsel Hitchings reported that in 2016, and as re-confirmed in 2018, 2020, 2021, 2022, and 2023, Somach Simmons & Dunn (SSD) agreed that they would continue maintaining the arrangement where the rates billed to the District would be set at a level that is 10 percent lower than SSD's standard rates for their other public agency clients. SSD's standard public rates for existing clients increased as of August 1, 2024.

SSD intends to adjust the billings rates for the District effective October 1, 2024. The proposed billing rates are increasing between 4.9% and 7% depending on the specific attorney.

Director Knight moved to approve the proposed adjustments to billing rates for Somach Simmons & Dunn. Director Bransford seconded the motion and it was unanimously approved by the following vote:

Ayes: Directors Amaro, Bransford, Dennis and Knight

Absent: Director Vann

Board of Equalization Hearing Regarding Setting of 2024-2025 Assessment Rate

At 9:15 a.m., President Amaro declared the regular meeting recessed, and reconvened the Board, sitting as a Board of Equalization at the time prescribed by proper Notice, to hear and determine objections to the valuation, acreage, or any matters pertaining to the assessment coming before it.

President Amaro asked whether there were any comments or protests from the public.

There being no verbal or written objections, the President declared the Board of Equalization hearing closed.

The Board reconvened to regular session at 9:16 a.m.

Review and Consider Approval of Resolution No. 2024-10 Resolution Setting Assessment Rate for 2024-2025

Finance Director Jarvis reported that each year, the Glenn-Colusa Irrigation District assessment book must be completed by the Assessor and delivered to the Secretary of the Board of Directors within the time frame and in the manner provided by the Water Code. The rate of assessment is fixed at \$.040312 cents on each dollar of the assessed value of all lands within the Glenn-Colusa Irrigation District. The District receives approximately \$250,000 annually in assessment revenue.

Director Bransford moved to approve Resolution No. 2024-10 setting the assessment rate for 2023-24. Director Dennis seconded the motion and it was unanimously approved by the following vote:

Ayes: Directors Amaro, Bransford, Dennis and Knight

Absent: Director Vann

The Resolution is attached to the minutes as Attachment B.

Discuss and Consider Adoption of Fiscal Year 2024-25 Budget

Finance Director Jarvis provided a summary and overview of the 2024-2025 budget as proposed by the Budget Committee, and further explained the assumptions upon which the proposed budget is based, including a 100% water supply, 100,000 acres of rice planted and 126,000 total acres planted, a 5% water rate increase for the 2024 season, capital expenditures and cost-of-living adjustments.

The District began Fiscal Year 2023-24 with \$42.8 million in current resources. Staff anticipate total expenditures exceeding total revenues for Fiscal Year 2024-25 by approximately \$3.6 million, resulting in an equivalent decrease in the District's current resources (to \$39.2 million as of September 30, 2024).

The Fiscal Year 2024-25 budget anticipates an operational deficit of \$408,000, an amount which increases to \$5 million when the budgeted capital expenditures are included. If the District realizes a \$5 million deficit during Fiscal Year 2024-25, the District's current resources would be estimated at \$34.2 million as of September 30, 2025.

General Manager Sutton noted that staff plans to meet with the Budget Committee to further discuss and develop the District's long-term budget strategy.

Director Dennis moved to adopt the Fiscal Year 2024-25 budget. Director Knight seconded the motion, and it was unanimously approved by the following vote:

Ayes: Directors Amaro, Bransford, Dennis and Knight

Absent: Director Vann

Discuss and Consider Glenn-Colusa Irrigation District Private Work Policy

The District adopted a Private Work Policy on July 6, 2017. The policy sets forth the terms and conditions under which the District may perform private work and ensures that the District recovers the full cost of providing such private work.

Per the current policy, the District may perform private work at a landowner's request, who is then invoiced for the labor, equipment and materials utilized for the job. Section 2.1 of the policy states, "All private work will be performed at the convenience of the District and must not interfere with the District's operation and maintenance responsibilities. GCID activities shall have priority over all private work". The primary question raised is whether continuing private work for individual landowners is appropriate at this juncture. Private work results in the repurposing of staff time and District equipment away from the needs of the District as a whole. Currently, the District is undertaking significant modernization activities, special projects, contemplating taking on additional maintenance duties on laterals formerly characterized as private and dealing with the backlog of maintenance work. Additionally, when undertaking such private work, the District currently does not have a formal contracting format/mechanism that provides necessary protections and provisions typically included in such arrangements. The District averages 16 to 20 private jobs per year, taking an average of

119 hours or 15 days. Further, the current rates for private work have not been updated since the initial adoption in July of 2017.

Staff recommended suspending private landowner work until further notice, except in instances where the work is preventative in nature or widely beneficial to the District. Staff further recommend an update to the rates that are commensurate with the industry standard and conducting a review and necessary revisions to the contracting mechanism associated with these agreements.

Director Bransford also made suggested edits to sections 2.2 and 2.8 of the Private Work Policy consistent with the staff recommendation and removing section 2.1. Moving forward, private work requests will need to be approved by both the General Manager and the Maintenance Superintendent, and rates are subject to change per the discretion of the General Manager.

Director Bransford moved to approve the Private Work Policy as suggested. Director Dennis seconded the motion and it was unanimously approved by the following vote:

Ayes: Directors Amaro, Bransford, Dennis and Knight

Absent: Director Vann

ADMINISTRATION

Department Reports

Water

Water Operations Superintendent Henderson reported that Main Canal is conveying approximately 650 cubic feet per second (cfs) with roughly 240 cfs being conveyed to the refuges. Keswick is at approximately 7,000 cfs.

Water Operations management and field staff met to discuss winter water planning, including minimizing seepage and keeping laterals low. He also reported that Pump Station staff have been planting additional native foliage and are preparing the facilities and grounds to host the Water Education Foundation group on Friday, October 18.

Discussion took place regarding a landowner's request for structure replacement/updating. The Board and staff are working through the request according to District policy and will reiterate to water users during the winter meetings that the District will not replace abandoned structures or old gates that have not been used for more than 5 years and are no longer functioning. Director Bransford recommended sending letters to landowners when structures of this nature are identified.

Engineering

Interim District Engineer Privitera reported that the Engineering Department has been participating in environmental permitting discussions and meetings for the Lurline Check replacement project. Interns have continued to assist with the District-wide inventory efforts. The Engineering Department continues to assist with post-harvest projects including the modernization of lateral 16-4f, Lynn Weir 1 and Lateral 41-1p. Assistant Engineer Banchio has been leading the efforts for the WaterSMART grant and the USDA grant. Lastly, District counsel is assisting with the review of the private lateral easement agreements.

Maintenance

Maintenance Superintendent Richardson was absent from the meeting. His written report was included in the Board meeting materials distributed on Friday, September 27.

INFORMATION REPORTS

Board Member Report

Director Bransford reported that he participated in the Sacramento River Settlement Contractors meeting on September 26. He also reported that he participated in a Bridge Group meeting where efforts are being focused on placing approximately 350,000 tagged fish in various locations in the river as part of an imprinting effort. Once the fish reach the necessary maturity, they will be moved to the Bay Delta with hopes they will return to their imprinted areas.

Committee Reports

General Manager Sutton reported that the Budget Committee recently met to discuss the Fiscal Year 2024-25 budget and will be meeting again this Winter to discuss recommendations related to the long-term budget strategy. He also expressed the desire to call a Water Transfer Committee meeting and an Operations and Maintenance Committee meeting in the near future to seek direction on various issues.

Manager's Report

General Manager Sutton reported on various activities/meetings, including the following: Colusa Groundwater Authority meeting; USCID Conference Panelist; GCID banking move to Tri-Counties Bank; upcoming meeting with Congressman Thompson; GCID Family BBQ; the Matchbox Winery event at Zamora Farms on October 17; Sites Reservoir wheeling and benefits and obligations meetings; and the ongoing SWRCB Hearing on Sites Water Rights.

(Counsel Stevens joined the meeting @ 10:54 a.m.)

Communications Report

Staff discussed the current external contract for communications and public outreach efforts. They feel confident that these matters can be handled internally and that there is no need to renew the external contract, which would result in significant cost savings to the District. The Board is supportive of staff's decision. Staff will bring this item to the Board for consideration at the next Board meeting.

Attorney's Report

None.

Other Business

None.

(Director Dennis left meeting @ 11:05 a.m.)

Closed Session

The Board adjourned to Closed Session at 11:07 a.m. to discuss Conference with Legal Counsel - Existing Litigation, Labor Negotiations, Anticipated Litigation and Real Property Negotiators.

A. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

(Paragraph (1) of Subdivision (d) of Gov. Code sec. 54956.9) Name of Cases:

i. *PCFFA v. Raimondo* (USDC E.D. Cal. Case No. 1:20-cv-00431-JLT-EPG);

ii. *CNRA v. Raimondo* (USDC E.D. Cal. Case No. 1:20-cv-00426-JLT-EPG) [2019 BiOps Lawsuits]

B. CONFERENCE WITH LABOR NEGOTIATORS

(Government Code Section 54957.6)

Agency Designated Representatives: Donald Bransford; Peter Knight; Jeffrey P. Sutton; Louis Jarvis; Karen Alves

Employee Organization: UPEC 792

C. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Significant Exposure to Litigation pursuant to Paragraph (2) of Subdivision (d) of Gov. Code sec. 54956.9: One Potential Case

D. CONFERENCE WITH REAL PROPERTY NEGOTIATOR

(Government Code Section 54956.8)

Property: GCID's water supplies

GCID Negotiators: Jeffrey P. Sutton, John Amaro, Don Bransford, Louis Jarvis and Counsel Andrew Hitchings

Negotiating Parties: Glenn-Colusa Irrigation District, Tehama-Colusa Canal

Authority and its Member Agencies, Santa Clara Valley Water District and San Luis & Delta-Mendota Water Authority

Under Negotiation: Call dates, and other transaction details

E. CONFERENCE WITH REAL PROPERTY NEGOTIATOR

(Government Code Section 54956.8)

Property: Acquisition of water supplies from Sites Reservoir Project

GCID Negotiators: Logan Dennis, Jeffrey P. Sutton and Counsel

Alexis Stevens

Negotiating Parties: Glenn-Colusa Irrigation District and Sites Reservoir Project

Under Negotiation: Terms of payment, and other transactional details

The Board reconvened to open session at 11:34 a.m.

President Amaro reported that the Board met in Closed Session, pursuant to Paragraph (1) of Subdivision (d) of Gov. Code sec. 54956.9, during which the Board heard an update on Existing Litigation and took no action.

President Amaro reported that the Board met in Closed Session, pursuant to (Government Code Section 54957.6) Conference with Labor Negotiators, during which the Board heard an update and took no action.

President Amaro reported that the Board met in Closed Session, Paragraph (2) of Subdivision (d) of Gov. Code sec. 54956.9 Significant Exposure to Litigation, during which the Board heard updates and gave direction to staff.

There were no discussions for items D. or E.

Consider and Discuss Approval of Job Descriptions for Sr. Engineering Technician and Water Accounting and SCADA Specialist Level II and Modifications to Job Descriptions for Engineering Technician and Water Accounting and SCADA Technician Level I

This item was discussed during Closed Session and the Board was asked to consider approval in open session.

Director Knight moved to approve the above mentioned job descriptions and modifications. Director Bransford seconded the motion and it was unanimously approved by the following vote:

Ayes: Directors Amaro, Bransford, and Knight

Absent: Directors Dennis and Vann

Consider and Discuss Approval of Amendment No. 1 to Memorandum of Understanding Between Glenn-Colusa Irrigation District and the United Public Employees of California Local 792- Glenn-Colusa Irrigation District Unit (October 1, 2023 through September 30, 2026)

This item was discussed during Closed Session and the Board was asked to consider approval in open session.

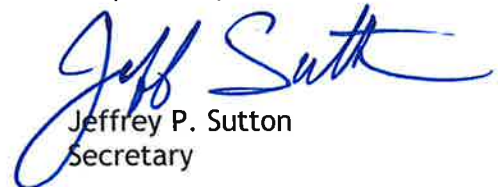
Director Bransford moved to approve Amendment No. 1 to the Memorandum of Understanding between GCID and UPEC. Director Knight seconded the motion and it was unanimously approved by the following vote:

Ayes: Directors Amaro, Bransford, and Knight

Absent: Directors Dennis and Vann

The meeting adjourned at 11:45 a.m.

Respectfully Submitted,


Jeffrey P. Sutton
Secretary


Attest a true record of proceedings made and taken at the above foregoing meeting our consent thereto and our presence thereat.


Donald R. Bransford


Peter Knight



John Amaro



Logan Dennis

Absent

Blake Vann

ATTACHMENT A

**GLENN-COLUSA IRRIGATION DISTRICT
RESOLUTION NO. 2024-11**

**RESOLUTION OF THE GLENN-COLUSA IRRIGATION DISTRICT BOARD OF DIRECTORS
APPROVING THE INVESTMENT POLICY AND DELEGATING AUTHORITY TO INVEST DISTRICT
FUNDS DURING FISCAL YEAR 2024-2025**

The Board of Directors of Glenn-Colusa Irrigation District (GCID) hereby finds and declares as follows:

WHEREAS, Government Code §53646(a)(2) permits a local agency to annually adopt a Statement of Investment Policy; and

WHEREAS, a Statement of Investment Policy serves as the foundation of a local agency's investment program, protects the local agency's assets, and fosters trust in the agency among those the agency serves; and

WHEREAS, a Statement of Investment Policy is attached to this Resolution as Exhibit A, and includes the objectives of the District's investment program and the policies that govern the management of the investment program; and

WHEREAS, Government Code §53607 limits the period of time in which the governing body of a local agency can delegate the authority to invest the funds of a local agency to not more than one year.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of GCID to adopt this Resolution as follows:

1. The Statement of Investment Policy attached hereto as Exhibit A is hereby approved and shall be effective upon adoption of this Resolution.
2. The Board of Directors delegates the authority to invest the funds of the District to the Treasurer of the District during Fiscal Year 2024-2025, and further declares that all funds shall be invested in accordance with the Statement of Investment Policy.

PASSED AND ADOPTED this third day of October 2024 by the following vote of the Board of Directors:

AYES: Directors Amaro, Bransford, Dennis and Knight

ABSENT: Director Vann

NOES:

ABSTAIN:

* * *

I hereby certify that I am the Secretary of the Glenn-Colusa Irrigation District, and that the foregoing Resolution was duly adopted by the Board of Directors of said District at a meeting thereof duly held on the third day of October 2024, at which meeting a quorum of said Board of Directors was at all times present and acting.

IN WITNESS WHEREOF, I have set my hand and the seal of the District this third day of October, 2024.


Jeffrey P. Sutton, Secretary
Board of Directors
Glenn-Colusa Irrigation District

ATTACHMENT B

GLENN-COLUSA IRRIGATION DISTRICT

**RESOLUTION NO. 2024-10
RESOLUTION SETTING ASSESSMENT RATE 2024-2025**

WHEREAS, the Board of Directors of the Glenn-Colusa Irrigation District has had before it and has considered a budget and a revenue schedule setting forth estimated income and expenditures; and

WHEREAS, the assessment book of the Glenn-Colusa Irrigation District for the year has been duly completed by the Assessor of said District and delivered to the Secretary of the Board of Directors of said District, within the time and in the manner provided by the "Water Code"; and

WHEREAS, due notice has been given of the meeting of the Board of Equalization, as required by the "Water Code"; and

WHEREAS, said assessments have been duly equalized by this Board of Directors acting as and constituting a Board of Equalization, and the Secretary of this Board of Directors, within ten (10) days after the close of said sessions of said Board of Directors acting as and constituting a Board of Equalization, had the total values as finally equalized into columns and added, and this meeting is held within fifteen (15) days after the close of the said sessions of said Board of Equalization all as required by said "Water Code"; and

WHEREAS, the aggregate assessed value of all the property in the Glenn-Colusa Irrigation District, liable to assessment as it appears on the assessment book or roll of said District, and as duly equalized, for the year 2024-2025 is \$6,128,672.00 and after the deduction of 15 percent for the anticipated delinquencies as provided by the "Water Code" is \$5,209,371.20 on which said last amount, the rate of assessment levied under the provisions of the "Water Code," for the said benefit and purpose of the Glenn-Colusa Irrigation District, should be ascertained; and

WHEREAS, at an election duly called and held on March 31, 1964, the voters of the Glenn-Colusa Irrigation District authorized the execution of a contract with the United States whereby the District agreed to pay the United States up to a maximum of \$210,000.00 each year for water to be delivered by the United States to the District each year; and

WHEREAS, the estimated amount that the District will be obligated to pay the United States in the year 2024-2025 is approximately \$4,233,000.00 and the Board of Directors of the Glenn-Colusa Irrigation District hereby determines, declares and finds that said amount is needed and necessary to be raised by the levy of an assessment upon all the lands within the Glenn-Colusa Irrigation District, and is sufficient therefore, for said purpose.

NOW, THEREFORE, IT IS HEREBY DETERMINED, DECLARED AND FOUND by the Board of Directors of said Glenn-Colusa Irrigation District that each and all the matters herein recited are true and that each and all of the acts and things precedent to, or required by the "Water Code" to be done or performed prior to the levy of this assessment, have been done and performed in every respect in accordance with the "Water Code"; and

BE IT FURTHER RESOLVED AND ORDERED THAT the total amount to be raised by assessment for the purpose aforesaid is the sum of \$210,000.00 and based upon the value of \$5,209,371.20 obtained by deducting 15 percent from the full assessment value, the total rate of assessment for the year 2024-2025 for such purpose be and the same is hereby fixed at \$.040312 cents on each dollar of the assessed value of all lands within the Glenn-Colusa

Irrigation District subject to assessment under the provisions of and as provided by the "Water Code" according to said assessment roll or book of the Glenn-Colusa Irrigation District, for the year 2024-2025 as equalized and the minimum assessment for each parcel assessed separately is hereby ordered to be \$10.00, and;

BE IT FURTHER RESOLVED AND ORDERED THAT said assessment shall be payable in two installments, the delinquency dates of which shall be as specified in Section 26076 of the "Water Code"; and

BE IT RESOLVED, DECLARED, AND ORDERED THAT all tolls and charges for the use of water, and other services, heretofore fixed by the Board of Directors of the Glenn-Colusa Irrigation District remaining unpaid after 5 p.m. on October 14, 2024, shall be and they are hereby added to and do hereby become a part of the first installment of the annual assessment of said District for the year of 2024-2025, levied upon the lands upon which water for which such tolls and charges for the other District services, and shall, and do hereby constitute a lien on said lands.

PASSED AND ADOPTED this third day of October 2024 by the following vote of the Board of Directors:

Ayes: Directors Amaro, Bransford, Dennis and Knight

Absent: Director Vann

Noes:

Abstain:

* * *

I, Jeffrey P. Sutton, Secretary to the Board of Directors of Glenn-Colusa Irrigation District, hereby certify that the foregoing Resolution was introduced at a regular meeting of the Board of Directors of said District, held on the 3rd day of October 2024, as was adopted at that meeting by unanimous vote.

IN WITNESS WHEREOF, I have set my hand and the seal of the District this 3rd day of October, 2024.


Jeffrey P. Sutton, Secretary
Board of Directors
Glenn-Colusa Irrigation District