

**Minutes of Meeting  
Held  
October 17, 2024**

President Amaro called the meeting of the Glenn-Colusa Irrigation District Board of Directors to order at 9:02 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  
Jeremy Richardson, Maintenance Superintendent  
Ed Henderson, Water Operations Superintendent  
Chris Privitera, Interim District Engineer  
Jake Hancock, Assistant Water Operations Superintendent  
Karen Alves, Administrative Services Manager  
Andy Hitchings, Somach Simmons & Dunn (via teleconference)  
Ali Stevens, Somach Simmons & Dunn (via teleconference at 10:15 a.m.)

**Others Present:**

Tim Sanchez, Water User  
Les Marsh, Water User (via teleconference)  
Shasta Banchio, Staff (via teleconference)  
Tomas Loera, Staff (via teleconference)  
Mary Spooner, Staff (via teleconference)

**Public Participation**

None.

General Manager Sutton reported that a meeting was held on Tuesday, October 15, 2024 (after the Board meeting materials were distributed) to discuss the United States Department of Agriculture Water Savings Commodity Grant. Since a decision needs to be made prior to the November 7 Board meeting, he asked that this item be added to the agenda for discussion today.

Director Bransford moved to approve the additional item, *Discuss and Consider United States Department of Agriculture Water Savings Commodity Grant Contract*, to the agenda as item 5.C. Director Knight seconded the motion and it was unanimously approved by the following vote:

Ayes: Directors Amaro, Bransford, Dennis and Knight

Absent: Director Vann

## **CONSENT AGENDA**

### Authorize Payment of Claims

Director Dennis moved to approve the payment of claims #24 16601 through #24 16678, in the amount of Four Hundred Seventy-Eight Thousand, Three Hundred Sixty-Nine Dollars and Forty-Three Cents (\$478,369.43) and approve the October 3, 2024, Regular meeting minutes and the October 10, 2024, Special 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**

### Discuss and Consider Amended Private Work Policy

General Manager Sutton reported that at its October 3, 2024, meeting, the Board approved revisions to the GCID Private Work Policy. As part of the new policy, the Board gave the General Manager the authority to establish equipment and labor rates for private work. The revised Private Work Policy was provided in the meeting materials for review. Director Bransford suggested slight revisions and moved to approve the amended Private Work Policy with suggested revisions. Director Dennis 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 Communications Contract with CV Strategies

Executive Assistant Kayla Mendonca reported that an information-only memo was distributed at the October 3, 2024, Board meeting to initiate the discussion about the potential termination of the District's current communications contract with consultant CV Strategies. Staff met to discuss their internal ability to handle website management, social media, and public outreach efforts, all currently handled by CV Strategies. Staff have confidently concluded that these tasks can be managed internally and recommend that the contract with CV Strategies be terminated.

Director Bransford moved to approve the termination of the communication contract with CV Strategies. Director Dennis 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 the United States Department of Agriculture Water Savings Commodity Grant Contract

General Manager Sutton reported that the District has been working on the USDA Water Savings Commodity Grant. The grant administrators informed staff on Tuesday that they would be sending an agreement to the District and would like a decision made prior to October 31, 2024. This prompted the need to add this item to the agenda for discussion today. Staff are seeking direction from the Board on proceeding with the contract.

Finance Director Jarvis reported that on Tuesday, he met with Margie Hoffman, the State Director for USDA Development Services for Oregon, who is forwarding this program to various participating entities. He noted that the administration strongly prefers having the contract signed before

October 31. He said that this agreement is entirely non-binding and outlines the general terms, not the specific terms and details that will ultimately be outlined in the full grant agreement. The task order, budget, timeline/schedule, and other project details will continue to be developed for ultimate inclusion and incorporation into the agreement.

Director Dennis moved to authorize and direct staff to proceed with development of the final grant agreement and details with the USDA, and to authorize execution of the agreement subject to final review and approval by both the General Manager and General Counsel. Director Knight 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

#### *Maintenance*

Maintenance Superintendent Richardson reported on the following maintenance activities: Completion of the 41-1p improvements; significant progress on the 16-4r modernization project, work on the Lynn Wier 1 improvements, and completion of the WC-3/45-2 tail box installations. He also reported that he has been participating in discussions regarding the WaterSMART grant project descriptions and upcoming restoration projects.

#### *Water*

Water Operations Superintendent Henderson reported on the following: Pump Station diversions currently at 1,150 cubic feet per second to serve winter water; demand for decomposition water continues to ramp up to the point that a short wait list has resulted; pairing of experienced Water Operators with new operations staff to provide experience/training during a less demanding (decomposition) water delivery period; SCADA Department lost its pep-wave signal, staff retrieved and installed a new device from Sierra Controls in Reno, thus correcting the issue and re-establishing the connection.

#### *Engineering*

Interim District Engineer Privitera reported on the following topics: Coordination with a District landowner regarding utilization of a portion of their land for staging for the upcoming Lurline Check/Siphon Project; post-harvest projects coordination and support; ongoing inventory efforts (which includes abandoned structures); private lateral acquisition efforts; winter shutdown planning; GNSS survey training; and HyPack training.

### Treasurer's Report

Finance Director Jarvis reviewed the Treasurer's Report, Financial Report and Damage Claims Report for September.

## **INFORMATION REPORTS**

### Board Member Reports

Director Bransford noted the recent LA Times article regarding the potential listing of the Burrowing Owl.

### Committee Reports

General Manager Sutton reported that over the coming weeks, staff will be working to schedule an Operations and Maintenance Committee meeting, a Water Transfer Committee meeting, and a Budget Committee regarding long-term budgeting.

### Manager's Report

General Manager Sutton thanked Office Specialist Mary Spooner and Executive Assistant Kayla Mendonca for their leadership in planning the first GCID family barbeque in over 20 years, as well as District staff that assisted in the event. He also reported on the following: The upcoming Sites JPA meeting; Water Education Foundation Tour at the Main Pump Station; Northern California Water Association's Sacramento Valley Celebration at Matchbook Winery; Sacramento River Settlement Contractors Annual meeting on October 24<sup>th</sup>; Glenn/Colusa County Groundwater Agency Joint Meeting on October 31<sup>st</sup>; and discussions with USBR and TCCA regarding reworking and simplifying the process and administration of the refuge water conveyance agreement.

### Attorney's Report

None.

### Other Business

None.

The Board adjourned for a short break at 10:05 a.m.

### Closed Session

The Board adjourned to Closed Session at 10:14 a.m. to discuss the following agenda item:

- 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 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
  
- C. 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 a.m.

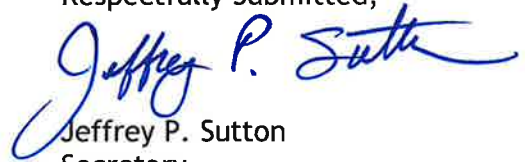
President Amaro reported that the Board met in Closed Session, pursuant to Paragraph (1) of Subdivision (d) of Gov. Code sec. 54956.9, during which the Board heard an update on Existing Litigation and took no action.

President Amaro reported that the Board met in Closed Session, pursuant to Government Code Section 54956.8, during which the Board heard updates on Conference with Real Property Negotiators and took no action.

President Amaro reported that the Board met in Closed Session, pursuant to Government Code Section 54956.8, during which the Board heard updates on Conference with Real Property Negotiators and gave direction to General Manager.

The meeting adjourned at 11:09 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