

COLUSA BASIN DRAINAGE DISTRICT Board of Directors' Meeting Notice & Agenda

**Monday, November 13, 2023, 1:00pm – Special Meeting
Sites Project Authority Reservoir Conference Room
122 Old Highway 99, Maxwell, CA**

This meeting will be available to the public by teleconference. The call-in information is as follows:

Via web:

<https://us06web.zoom.us/j/89486197143?pwd=Qkg4RzhYODNucmZKMmFLbnNFSk5FZz09>

By Phone: 1-253-215-8782

Meeting ID: 894 8619 7143

Passcode: 551676

Any member of the public may speak during Public Comment, or may email public comments to the General Manager at cbdd61@yahoo.com.

1. Call to Order – George Tibbitts, President

2. Public Participation Members of the public are permitted to address the Board on items affecting the operations of the District and within the jurisdiction of the Board that are not on the agenda. Member of the public may comment on agenda items when said agenda items has been called. In order to not unduly delay the meeting, individuals requesting the opportunity to address the Board are requested to keep their comments to a maximum of five minutes. Informational Only.

3. Consent Agenda (any of these items can be moved to Business items for more discussion and action at the Board's direction.)

- A) Approval of Minutes of the September 7, 2023 Board Meeting.
- B) Approval and/or Ratification of September, October, and November claims.
- C) Sac Valley CPA Publication costs related to Conserving Grazing Lease RFP
- D) Review and receive October 31, 2023 Financial Statement.

Colusa Basin Drainage District Board of Directors: District 1 – Tom Arnold, Donald Perez, and Lance Boyd. District 2 – Gary Evans, Mary Fahey, and Pete Knight. District 3 – George Tibbitts, Chairperson, Lynell Pollock, Vice Chair, and Todd Miller

4. Business Items for Discussion & Action

- A) Update on Elections
 - a) Administer Oath of Office for Mary Fahey, Landowner Elected Director
 - b) Administer Oath of Office for Peter Knight, District Elected Director
 - c) Review Colusa County election expenses
- B) Approve 2023-24 Budget Changes
- C) State Water Control Board Water Quality Plan Update
- D) Conservation Grazing Lease for renewal Sept 1, 2024
 - a) Review Ad Hoc Committee Recommendation and select proposal

5. Reoccurring Calendared Items

- A) South Fork Willow Creek Ranch Reports
- B) SGMA - Yolo, Colusa, and Glenn Counties
- C) Sites Reservoir

6. Director's and/or Manager's Reports (Informational only)

- A) District Manager's Report
- B) Directors's reports are optional.

7. Correspondence:

- A) Orland Artois Water District Grant Support Letters
- B) Point Blue Rangeland Monitoring Landowner Letters

8. Next Meeting: Monday, December 11, 2023 @ 1:00 pm to be determined

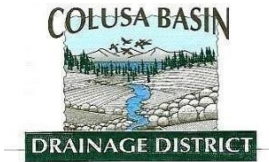
9. Adjourn

Please Note:

1. Members of the public may be allowed to address the board or presenters on agenzied items, as items are presented, should said be required by law. However, the Chair will recognize the Colusa Basin Drainage District Board Members first.
2. Any documents related to agenda items that are made available to the board before the meeting will be available for review by the public at the District's temporary Office located at 1030 W. Wood St, Ste 3, Willows, California, during normal business hours. Copies may be requested in writing at a cost of 0.25 per page, payable upon request.

MEETING NOTIFICATION REQUEST: If you would like to be notified of future Colusa Basin Drainage District meeting and events, please call the General Manager at (530) 934-7794 or email at cbdd61@yahoo.com.

Colusa Basin Drainage District Board of Directors: District 1 – Tom Arnold, Donald Perez, and Lance Boyd. District 2 – Gary Evans, Mary Fahey, and Pete Knight. District 3 – George Tibbitts, Chairperson, Lynell Pollock, Vice Chair, and Todd Miller



COLUSA BASIN DRAINAGE DISTRICT

Board of Directors' Meeting Minutes

**Thursday September 7, 2023, 1:00 pm - Special Meeting
 Sites Project Authority Reservoir Conference Room
 122 Old Highway 99, Maxwell, CA**

Board Member	Present
Arnold	x
Boyd	x
Evans	absent
Fahey	x
Knight	absent
Perez	absent
Pollock	x
Tibbitts	x
Miller	x

Other Attendees	
Merrilee Vanderwaal Nico Chapman Mike Landini	

1. Call to Order:

The meeting was called to order at 1:03 p.m. by chairperson, George Tibbitts, quorum present.

Colusa Basin Drainage District Board of Directors: District 1 - Tom Arnold, Donald Perez, and Lance Boyd. District 2. Gary Evans, Mary Fahey, and Pete Knight. District 3- George Tibbitts, Chairperson, Lynnel Pollock, Vice Chair, Todd Miller and Donald Perez, Secretary/Treasurer.

2. **Public Participation – Agendized & Non-Agendized Items:**

Ben King congratulated Mary Fahey on her victory.

3. **Consent Agenda:**

Director Boyd moved to approve August 14, 2023 Minutes with revision. Director Arnold seconded.

Vote: Approved 6-0, Directors Evans, Knight and Perez absent.

Director Arnold moved to approve B) August claims and C) Additional Election Costs and Ranch Repairs, and D) August Financial Statements. Director Miller seconded.

Vote: Approved 6-0, Directors Evans, Knight and Perez absent.

Director Fahey left meeting at 2:05 pm

4. **Business Items for Discussion & Action:**

A) Update on Elections – Division II, August 29, 2023 Landowner Election. Director Fahey won the Election. Ben King commented that Director Fahey received 134 ballots and he received 232 ballots. He does not believe zone of benefit for homeowners need to look at Westside.

B) Projects: no discussion or action

C) Director Miller moved to retain Horton McNulty & Saeturn, LLP as auditor for 2022-2023 audit, Director Miller seconded.

Vote: Approved 5-0, Directors Evans, Evan, Knight and Perez absent.

D) Grazing & Hunting Lease for renewal September 1, 2024 was reviewed.

Ben King recognized current management of the ranch acknowledging good things done true to Grant.

Mike Landini devalue AUM component and increase risk of poor management of land

Colusa Basin Drainage District Board of Directors: District 1 - Tom Arnold, Donald Perez, and Lance Boyd. District 2. Gary Evans, Mary Fahey, and Pete Knight. District 3- George Tibbitts, Chairperson, Lynnel Pollock, Vice Chair, Todd Miller and Donald Perez, Secretary/Treasurer.

- a) Director Pollock moved to add to AUM definition from prior RFP, Director Fahey seconded. Vote: Approved 6-0, Directors Evans, Knight and Perez absent.

Director Arnold moved to adopt a revised RFP, Director Miller seconded.

Director Pollock revised motion to add “or other criteria” page 8a and page 10 #5, seconded by Director Fahey. Vote Approved 6-0, Directors Evans, Knight and Perez absent.

- b) Director Pollock moved to adopt revised timeline changing Evaluation Complete by November 15, 2023, and Tenant Notification on December 1, 2023, seconded by Director Miller.
- c) Ad Hoc Selection Committee Director Arnold, Director Tibbitt, Director Perez and Nico Chapman.

5. Reoccurring Calendared Items:

- A) Project Committee – working on new project committee meeting
- B) Mike Landini presented update on Ranch Reports; Kathy Landini gave an update on current outreach plan with a Bird watching event at both South Fork and Divide Ranch on November 10, 2023 with Altacal Audubon group and on March 15, 2024 a Hike at South Fork with the Osher Lifelong Learning Institute at Chico State University. Kathy is also working on a write-up on OLLI website and in Audubon’s newsletter encouraging hikers and bird watchers to reach out to other hikes. RCD is working on Rangeland soil health workshop and RCD Connects with Kids program (watershed education based) and RCD Agriculture Day in the District with state and local officials. Mike commented they always encourage Ranch Committee and CBDD Directors to attend. Polly used to come from Prop 12 Parks.
- C) SGMA – Yolo, Colusa, and Glenn Counties – nothing to report
- D) Sites Reservoir – Lower Colusa Basin Manager Meeting upcoming

6. General Manager Merrilee reported on repairs (boarding up door that was broken into on the Ranch House)

7. Correspondence: None

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8. Closed Session: Conference with Real Property Negotiators – Gov Code § 54956.8.

Board entered closed session at 2:44pm; the Board returned from closed session at 2:46pm.

Report out to open session. Price and Terms of Payment to begin October 1, 2023.

9. **Next Meeting:** Monday, December 11, 2023 @ 1:00 pm, Sites Project Authority Reservoir, Conference Room.

10. **Adjournment:** Meeting adjourned at 2:56 pm.

George Tibbitts, Board Chairperson

Colusa Basin Drainage District Board of Directors: District 1 - Tom Arnold, Donald Perez, and Lance Boyd. District 2. Gary Evans, Mary Fahey, and Pete Knight. District 3- George Tibbitts, Chairperson, Lynnel Pollock, Vice Chair, Todd Miller and Donald Perez, Secretary/Treasurer.

Colusa Basin Drainage District

P.O. Box 390, Willows, Ca. 95988
Phone (530) 934-7794



To: Colusa County Auditor
Attn: Pat / Alma
From: Merrilee Vanderwaal

~~7-Aug-23~~ 7-Sept 23

Enclosed are requests for payment of claims for the Colusa Basin Drainage District Account 03190
The Board of Directors have approved all claims listed and directed that I forward them to you for
payment

Payables

Order Payee	Amount	Acct. No.	Vendor No.	Payables
Downey Brand Attorneys	5,082.00	53180	407	31-Jul
Pacific Gas & Electric	119.70	53260	761	31-Jul
Provost & Pritchard	1,175.50	53180	813V	31-Jul
Robert Burt Construction	1,750.00	53120	New	17-Aug
Sac Valley CPA	14,932.08	53180	1554	31-Aug
Streamline	900.00	53190	New	1-Sep
Willows Mini Storage LLC	180.00	53210	1113R	1-Oct
Total Claims	<u>24,139.28</u>			

	, Director		, Director
	, Director		, Director
	, Director		, Director
	, Director		, Director

Colusa Basin Drainage District

P.O. Box 390, Willows, Ca. 95988
Phone (530) 934-7794

To: Colusa County Auditor
Attn: Pat / Alma
From: Merrilee Vanderwaal

20-Oct-23

Enclosed are requests for payment of claims for the Colusa Basin Drainage District Account 03190
The Board of Directors have approved all claims listed and directed that I forward them to you for
payment

Payables

Order	Payee	Amount	Acct. No.	Vendor No.	
	California Farm Bureau	498.00		new	4-Oct
	Downey Brand Attorneys	3,173.69	53180	407	20-Sep
	Messenger Publishing Group	200.00	53190	New	15-Sep
	Pacific Gas & Electric	219.11	53260	761	1-Oct
	Provost & Pritchard	1,300.00	53180	813V	10-Oct
	Sac Valley CPA	3,700.00	53180	1554	1-Oct
	Sacramento Valley Mirror	193.20	53240	887	5-Oct
	Total Claims	<u>9,284.00</u>			

George Tibbitts
George Tibbitts (Oct 20, 2023 09:54 PDT), Director

_____, Director

_____, Director

_____, Director

Lynnel Pollock
Lynnel Pollock (Oct 20, 2023 11:24 PDT), Director

_____, Director

_____, Director

_____, Director

Colusa Basin Drainage District

P.O. Box 390, Willows, Ca. 95988
Phone (530) 934-7794

To: Colusa County Auditor
Attn: Pat / Alma
From: Merrilee Vanderwaal

10-Nov-23

Enclosed are requests for payment of claims for the Colusa Basin Drainage District Account 03190
The Board of Directors have approved all claims listed and directed that I forward them to you for
payment

Payables

Order	Payee	Amount	Acct. No.	Vendor No.	
	Downey Brand Attorneys	2,671.05	53180	407	26-Oct
	Glenn Co Tax Collector	11,704.10	53240	21430V	10-Oct
	Pacific Gas & Electric	102.27	53260	761	1-Nov
	Sac Valley CPA	3,700.00	53180	1554	1-Nov
	Total Claims	<u>18,177.42</u>			

_____, Director
_____, Director
_____, Director
_____, Director

_____, Director
_____, Director
_____, Director
_____, Director

Sac Valley CPA
PO Box 1113
Willows, CA 95988 US
+1 5309347794
merrilee@sacvalley.net



INVOICE

BILL TO

Colusa Basin Drainage District
PO Box 360
Willows, CA 95988

INVOICE # 2849

DATE 11/09/2023

DUE DATE 12/09/2023

TERMS Net 30

ACTIVITY	QTY	RATE	AMOUNT
Colusa Basin Drainage District:CBDD District Admin & Bookkeeping			
APPEAL-DEMOCRAT			201.52
APPEAL-DEMOCRAT			201.52
APPEAL-DEMOCRAT			201.52
SUBTOTAL - Colusa Basin Drainage District:CBDD District Admin & Bookkeeping			604.56

BALANCE DUE

\$604.56

Order Receipt

Appeal-Democrat

1

1530 Ellis Lake Drive
Marysville, CA 95901

Phone: (530) 749-4700

Fax: (530) 749-8393

URL: www.appeal-democrat.com

Legal**
Colusa Basin Drainage District
P.O. Box 390
Willows, CA 95988

Acct #: 09150314
Phone: (530) 934-7794
Date: 09/12/2023
Ad #: 00293670
Salesperson: nyb Ad Taker: nyb

Class: 3100

Description	Start	Stop	Ins.	Amount
Request for Proposals - GCT	09/20/2023	10/11/2023	4	201.52

Ad Text:

Request for Proposals for
Conservation Grazing Lease

Payment Reference:

Credit Card #XXXX9425 \$-201.52

The Colusa Basin Drainage District (CBDD) is seeking proposals from qualified livestock operators who have the interest, experience, and capabilities to cooperate in achieving objectives for livestock production, rangeland health, conservation, and other management goals to be defined in a grazing management lease. Property for lease is approximately 2,942 acres on both sides of County Road 302, east of County Road 303, approximately seven miles southeast of Elk Creek and eleven miles west of the City of Willows in Glenn County, California. Required terms and conditions for bidding are contained in the official Request for Proposal packets. Request for Proposal packets may be obtained from the District website cbdd.specialdistrict.org or at the District office located at 1030 W. Wood Street, Willows, California 95988, or by emailing cbdd61@yahoo.com. Proposals are due in the District Office by 1:00 p.m., on October 13, 2023. Site visits will be offered in early October. If interested in attending a Site visit, please make your reservation by emailing cbdd61@yahoo.com no later than September 29, 2023.

Total: 201.52
Tax: 0.00
Net: 201.52
Prepaid: -201.52

Total Due 0.00

Order Receipt

Appeal-Democrat

1530 Ellis Lake Drive
Marysville, CA 95901

Phone: (530) 749-4700

Fax: (530) 749-8393

URL: www.appeal-democrat.com

1

Legal**
Colusa Basin Drainage District
P.O. Box 390
Willows, CA 95988

Acct #: 09150314
Phone: (530) 934-7794
Date: 09/12/2023
Ad #: 00293671
Salesperson: nyb Ad Taker: nyb

Class: 3200

Description	Start	Stop	Ins.	Amount
Request for Proposals - CS	09/20/2023	10/11/2023	4	201.52

Ad Text:

Request for Proposals for
Conservation Grazing Lease

Payment Reference:

Credit Card #XXXX9425 \$-201.52

The Colusa Basin Drainage District (CBDD) is seeking proposals from qualified livestock operators who have the interest, experience, and capabilities to cooperate in achieving objectives for livestock production, rangeland health, conservation, and other management goals to be defined in a grazing management lease. Property for lease is approximately 2,942 acres on both sides of County Road 302, east of County Road 303, approximately seven miles southeast of Elk Creek and eleven miles west of the City of Willows in Glenn County, California. Required terms and conditions for bidding are contained in the official Request for Proposal packets. Request for Proposal packets may be obtained from the District website cbdd.specialdistrict.org or at the District office located at 1030 W. Wood Street, Willows, California 95988, or by emailing cbdd61@yahoo.com. Proposals are due in the District Office by 1:00 p.m., on October 13, 2023. Site visits will be offered in early October. If interested in attending a Site visit, please make your reservation by emailing cbdd61@yahoo.com no later than September 29, 2023.

Total: 201.52
Tax: 0.00
Net: 201.52
Prepaid: -201.52

Total Due 0.00

Order Receipt

Appeal-Democrat

1

1530 Ellis Lake Drive
Marysville, CA 95901

Phone: (530) 749-4700

Fax: (530) 749-8393

URL: www.appeal-democrat.com

Legal**
Colusa Basin Drainage District
P.O. Box 390
Willows, CA 95988

Acct #: 09150314
Phone: (530) 934-7794
Date: 09/12/2023
Ad #: 00293672
Salesperson: nyb Ad Taker: nyb

Class: 3300

Description	Start	Stop	Ins.	Amount
Request for Proposals - CN	09/20/2023	10/11/2023	4	201.52

Ad Text:

Request for Proposals for
Conservation Grazing Lease

Payment Reference:

Credit Card #XXXX9425 \$-201.52

The Colusa Basin Drainage District (CBDD) is seeking proposals from qualified livestock operators who have the interest, experience, and capabilities to cooperate in achieving objectives for livestock production, rangeland health, conservation, and other management goals to be defined in a grazing management lease. Property for lease is approximately 2,942 acres on both sides of County Road 302, east of County Road 303, approximately seven miles southeast of Elk Creek and eleven miles west of the City of Willows in Glenn County, California. Required terms and conditions for bidding are contained in the official Request for Proposal packets. Request for Proposal packets may be obtained from the District website cbdd.specialdistrict.org or at the District office located at 1030 W. Wood Street, Willows, California 95988, or by emailing cbdd61@yahoo.com. Proposals are due in the District Office by 1:00 p.m., on October 13, 2023. Site visits will be offered in early October. If interested in attending a Site visit, please make your reservation by emailing cbdd61@yahoo.com no later than September 29, 2023.

Total: 201.52
Tax: 0.00
Net: 201.52
Prepaid: -201.52

Total Due 0.00

10:24 PM

11/09/23

Accrual Basis

Colusa Basin Drainage District Profit & Loss Budget vs. Actual July through October 2023

	Admin			Ranch		
	Jul - Oct 23	Budget	\$ Over Budget	Jul - Oct 23	Budget	\$ Over Budget
Income						
40100 · Assessments - Colusa Co	0.00	42,075.00	-42,075.00	0.00		
40110 · Assessments - Glenn Co	937.70	20,862.50	-19,924.80	0.00		
40120 · Assessments - Yolo Co	0.00	6,012.50	-6,012.50	0.00		
40400 · Interest Income - Co of Colusa	0.00	2,500.00	-2,500.00	0.00		
40401 · Interest Income - Other County	128.08			0.00		
40500 · Dividend	83.00			0.00		
42100 · SFWCR - House Rent Income	0.00			2,200.00	2,100.00	100.00
42110 · SFWCR - Grazing Rent	0.00			45,000.00	45,000.00	0.00
42130 · Hunting Lease Income	0.00			9,000.00	9,000.00	0.00
Total Income	1,148.78	71,450.00	-70,301.22	56,200.00	56,100.00	100.00
Expense						
60100 · Admin / Manager Exp	12,624.00	2,640.00	9,984.00	4,620.00	6,160.00	-1,540.00
60120 · Accounting - Monthly	3,015.00	4,020.00	-1,005.00	1,485.00	1,980.00	-495.00
62000 · Consulting - Provost-Pritchard	2,475.50	3,500.00	-1,024.50	0.00		
68100 · Insurance Expense	348.00	1,201.20	-853.20	1,752.00	1,296.90	455.10
68500 · Interest - Lindquist	0.00			3,253.56	9,220.00	-5,966.44
71100 · Legal - Downey Brand	8,255.69	5,000.00	3,255.69	0.00	6,000.00	-6,000.00
72110 · Mileage - Reimbursement	0.00	250.00	-250.00	0.00	250.00	-250.00
72120 · Meetings - Board of Directors	0.00	87.50	-87.50	0.00		
72500 · Maintenance & Repair	0.00			2,311.68	2,000.00	311.68
73000 · Office Expenses	750.00	535.00	215.00	0.00	250.00	-250.00
75100 · Postage Expense	26.40	200.00	-173.60	0.00	75.00	-75.00
75120 · Project Expenses	0.00	50,000.00	-50,000.00	0.00		
75140 · Publications & Legal Notice	0.00	700.00	-700.00	891.20		
77100 · Rent - Office/Utilities	240.00	143.75	96.25	0.00	90.00	-90.00
79100 · Telephone / Internet Exp	42.84			0.00		
79500 · Taxes - Property Glenn Co	0.00			0.00	5,825.00	-5,825.00
79610 · Travel	0.00	250.00	-250.00	0.00		
79999 · Contingency	0.00	40,188.80	-40,188.80	0.00	-33,555.99	33,555.99
80500 · Utilities - PG&E - Ranch	0.00			746.15	700.00	46.15
Total Expense	27,777.43	108,716.25	-80,938.82	15,059.59	290.91	14,768.68
Net Income	-26,628.65	-37,266.25	10,637.60	41,140.41	55,809.09	-14,668.68

10:24 PM

11/09/23

Accrual Basis

**Colusa Basin Drainage District
Profit & Loss Budget vs. Actual
July through October 2023**

	TOTAL		
	Jul - Oct 23	Budget	\$ Over Budget
Income			
40100 · Assessments - Colusa Co	0.00	42,075.00	-42,075.00
40110 · Assessments - Glenn Co	937.70	20,862.50	-19,924.80
40120 · Assessments - Yolo Co	0.00	6,012.50	-6,012.50
40400 · Interest Income - Co of Colusa	0.00	2,500.00	-2,500.00
40401 · Interest Income - Other County	128.08	0.00	128.08
40500 · Dividend	83.00	0.00	83.00
42100 · SFWCR - House Rent Income	2,200.00	2,100.00	100.00
42110 · SFWCR - Grazing Rent	45,000.00	45,000.00	0.00
42130 · Hunting Lease Income	9,000.00	9,000.00	0.00
Total Income	57,348.78	127,550.00	-70,201.22
Expense			
60100 · Admin / Manager Exp	17,244.00	8,800.00	8,444.00
60120 · Accounting - Monthly	4,500.00	6,000.00	-1,500.00
62000 · Consulting - Provost-Pritchard	2,475.50	3,500.00	-1,024.50
68100 · Insurance Expense	2,100.00	2,498.10	-398.10
68500 · Interest - Lindquist	3,253.56	9,220.00	-5,966.44
71100 · Legal - Downey Brand	8,255.69	11,000.00	-2,744.31
72110 · Mileage - Reimbursement	0.00	500.00	-500.00
72120 · Meetings - Board of Directors	0.00	87.50	-87.50
72500 · Maintenance & Repair	2,311.68	2,000.00	311.68
73000 · Office Expenses	750.00	785.00	-35.00
75100 · Postage Expense	26.40	275.00	-248.60
75120 · Project Expenses	0.00	50,000.00	-50,000.00
75140 · Publications & Legal Notice	891.20	700.00	191.20
77100 · Rent - Office/Utilities	240.00	233.75	6.25
79100 · Telephone / Internet Exp	42.84	0.00	42.84
79500 · Taxes - Property Glenn Co	0.00	5,825.00	-5,825.00
79610 · Travel	0.00	250.00	-250.00
79999 · Contingency	0.00	6,632.81	-6,632.81
80500 · Utilities - PG&E - Ranch	746.15	700.00	46.15
Total Expense	42,837.02	109,007.16	-66,170.14
Net Income	14,511.76	18,542.84	-4,031.08

Colusa Basin Drainage District
Balance Sheet
 As of October 31, 2023

	Oct 31, 23
ASSETS	
Current Assets	
Checking/Savings	
10200 · Cash In Treasury - Colusa	426,807.55
10400 · Cash in Treasury - Sec Dep	525.00
Total Checking/Savings	427,332.55
Accounts Receivable	
11000 · Acct Rec - Co's Assessment	625.00
Total Accounts Receivable	625.00
Other Current Assets	
14000 · Prepaid Expenses	420.00
Total Other Current Assets	420.00
Total Current Assets	428,377.55
Fixed Assets	
15400 · Land	1,905,663.60
15450 · Land - Design & Study Costs	3,639,150.40
15500 · Building & Improvements	473,513.00
15600 · Equipment	16,945.80
17000 · Accum. Depreciation - All	-264,383.41
Total Fixed Assets	5,770,889.39
TOTAL ASSETS	6,199,266.94
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20700 · Accounts Payable	11,020.25
Total Accounts Payable	11,020.25
Other Current Liabilities	
24900 · Rental - Security Deposits	525.00
Total Other Current Liabilities	525.00
Total Current Liabilities	11,545.25
Long Term Liabilities	
27000 · N/Pay - R Lindquist	177,944.18
27100 · N/Pay - R Lindquist - Accrued I	64,901.91
Total Long Term Liabilities	242,846.09
Total Liabilities	254,391.34
Equity	
31960 · Fund Balance-Unreserved	5,930,363.84
Net Income	14,511.76
Total Equity	5,944,875.60
TOTAL LIABILITIES & EQUITY	6,199,266.94



Colusa County Clerk-Recorder

546 Jay St., Suite 200
Colusa, CA 95932
(530)458-0500
Fax: (530)458-0512

INVOICE

INVOICE # 100
DATE: 9/20/2023
DUE: UPON RECEIPT

TO:

Colusa Basin Drainage District
PO Box 390
Willows, CA 95988-0390
Phone: (530)934-7794

COMMENTS OR SPECIAL INSTRUCTIONS:

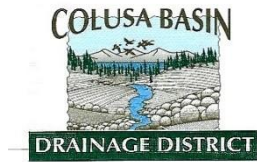
Below please find a summary of costs for the 2023 Colusa Basin Drainage District Election. If you have any questions please reach out to our office at (530)458-0500.

DESCRIPTION	TOTAL
Ballots, voter guides, envelopes & vendor processing	\$16,312.18
Postage	\$740.14
Translation of ballot text	\$65.00
Publication- Notice of District Election	\$21.00
Administrative Cost (staff time, office supplies, storage, ballot hand counting, canvass, ballot design, website posting etc.)	\$10,126.70
SUBTOTAL	\$27,265.02
CANDIDATE STATEMENT FEE TO BE PAID BY CANDIDATE	-\$937.50
TOTAL DUE	\$26,327.52

Make check payable to Colusa County Clerk-Recorder

THANK YOU FOR YOUR PROMPT PAYMENT!

Colusa Basin Drainage 23-24			
Budget			
Admin Operation			
	1-Jul	Revised	
	2023/2024	2023/2024	
Administration Expenses	Budget	Budget	Change
Revenues - Assessments			
Assessments - Colusa Co	84,150.00	84,150.00	0.00
Assessments - Glenn Co	41,725.00	41,725.00	0.00
Assessments - Yolo Co	12,025.00	12,025.00	0.00
Other Income - Refunds			
Interest Income - Co of Colusa	10,000.00	10,000.00	0.00
Total Revenues - Assessments	147,900.00	147,900.00	0.00
Administrative Expenses			
Administration / Manager Exp	7,920.00	7,920.00	0.00
Accounting - Auditors	4,600.00	4,600.00	0.00
Accounting - Monthly - Admin	12,060.00	12,060.00	0.00
Assessment Fee - Colusa Co	11,200.00	11,200.00	0.00
Assessment Fee - Glenn Co	1,550.00	1,550.00	0.00
Assessment Fee - Yolo Co	1,300.00	1,300.00	0.00
Consulting Exp - Provost & Pritchard	3,500.00	3,500.00	0.00
Consulting Exp - Election		36,971.52	36,971.52
Insurance Expense	1,201.20	1,201.20	0.00
Legal - Downey Brand - Admin	7,500.00	7,500.00	0.00
Legal - Downey Brand - Election of BD	2,500.00	2,500.00	0.00
Meetings - Board of Directors	350.00	350.00	0.00
Mileage - Reimbursement	250.00	250.00	0.00
Office Expense	175.00	175.00	0.00
Office Expense - Web Service	1,080.00	1,080.00	0.00
Postage Expense	200.00	226.40	26.40
Publications & Legal Notices	1,500.00	1,500.00	0.00
Rent - Office/Utilities	575.00	575.00	0.00
Contingency Expense Acct - Admin	40,188.80	33,555.99	(6,632.81)
Project Development	50,000.00	50,000.00	0.00
Telephone / Internet Expense	0.00	0.00	0.00
Travel Expenses	250.00	250.00	0.00
Total Administrative Expenses	147,900.00	178,265.11	30,365.11
Net Admin Assessments less Admin Exp.	0.00	(30,365.11)	(30,365.11)



COLUSA BASIN DRAINAGE DISTRICT

General Manager Report

November 11, 2023

- 1. District Website:** The District website was updated to include Election and RFP Lease information and photos. Please submit any photos that can be used on the website from the District.
- 2. Scanning Project:** Has been put on hold until the Election and RFP process have been completed. No additional work has been done on this project.
- 3. Election:** Set up the Landowner database for mailing out letters and voter designation forms and ballots for Division II Landowner Election. Mailed out Division II, District Elected Director nomination forms, completed publications for Division I and Division II Landowner Elections. Emails and telephone conversation with Rebecca Smith and Nico Chapman regarding numerous email request from Ben King regarding District matters.
- 4. USGS Analog Earthquake Monitoring Station:** Multiple telephone calls and emails with team members from Berkeley and the Office of Emergency Services and Landini's regarding safety and installation of monitoring station.
- 6. Feeney Lease:** Contacted Andrea Feeney to discuss rent increase.
- 5. Ranch House Repairs:** Drove out to the house to assess damage and security of the house upon receiving notification someone had broken into the house. Requested quotes for replacing broken door/board up the entrance and coordinated with the Landini's on securing the house and providing access to do the repairs.
- 6. RFP Conservation Grazing, Recreation & Farming Lease:** Set up timeline and proposal process, publications and outreach to multiple local agencies to get the word out on RFP and conducted Ranch Tour (limited access due to gates locked and early rain).
- 7. Lower Colusa Basin Drain Managers Meeting:** Attended meetings with Sites (x2)
- 8. Colusa County LAFCO:** Will be providing presentation in December at LAFCO meeting.
- 9. Board Administration:** Continued effort to collect Directors required training certificates.



P.O. Box 390, Willows, CA 95988-0390

October 10, 2023

Chase Hurley
Water and Land Solutions, LLC
P.O. Box 2657
Los Banos, CA 93635

Subject: Letter of Support for the USBR WaterSMART Planning and Project Design Grant Application for Orland-Artois Water District's Infrastructure Expansion Project: Planning & Design Phase

Dear USBR Project Design Grant Administrators,

I am writing to express my strong support for the application to the United States Bureau of Reclamation (Bureau) WaterSMART Program for the Project Design Grant to complete the planning and design phase of the Orland-Artois Water District's (OAWD or District) Infrastructure Expansion Project (Project).

Colusa Basin Drainage District acknowledges the District's Project would benefit many in our disadvantaged community both directly and indirectly.

The Federal assistance for the District's planning and design effort of the new infrastructure project will greatly enhance the construction start date which will benefit all groundwater users within the Glenn Groundwater Authority.

The Project will have a significant impact on a great number of residents. As groundwater levels have declined in Glenn County, California, the result has been over a hundred domestic wells having gone dry.

This effort to expand the OAWD distribution system allows the District to maximize their full Central Valley Project surface water contract with the Bureau as well as allowing for purchase of other supplemental supplies in Northern California. All surface water brought into the service area through infrastructure designed with the scope of this grant will help protect groundwater levels by offsetting groundwater pumping along with reducing the occurrence of land subsidence that threatens the Bureau's Tehama-Colusa Canal and the State of California's Interstate 5.

Colusa Basin Drainage District applauds OAWD's efforts and fully supports the Project. The benefits align with Bureau's goals along with several state and local climate resiliency action plans.

This Project was envisioned through multiple planning processes including the development of the Colusa Subbasin Groundwater Sustainability Plan, the District's Agricultural Water Management Plan, and the Northern Sacramento Valley Integrated Regional Water Management Plan.

We are looking forward to working collaboratively with OAWD and their partners over the next several years.

Sincerely,

George Tibbitts, Chairman

Colusa Basin Drainage District Board of Directors: District 1 – Tom Arnold, Donald Perez, Lance Boyd. District 2 – Gary Evans, Mary Fahey, Pete Knight. District 3 – George Tibbitts, Chairman, Lynnel Pollock--Vice Chair, Todd Miller.



P.O. Box 390, Willows, CA 95988-0390

October 10, 2023

Chase Hurley
Water and Land Solutions, LLC
P.O. Box 2657
Los Banos, CA 93635

**Subject: Letter of Support for the USBR WaterSMART Drought Resiliency Grant
Application for Orland-Artois Water District's Infrastructure Expansion Project:
Implementation / Construction Phase**

Dear USBR Drought Response Program Grant Administrators,

I am writing to express my strong support for the application to the United States Bureau of Reclamation (Bureau) WaterSMART Program for the Drought Resiliency Program grant to complete the Implementation/Construction phase of the Orland-Artois Water District's (OAWD or District) Infrastructure Expansion Project (Project). Colusa Basin Drainage District acknowledges the District's Project would benefit many in our disadvantaged community both directly and indirectly. The Federal assistance for the District's Implementation and Construction phase will coincide with all the progress that has been made in the planning and design efforts of the Project and will enhance the construction start date which will benefit all groundwater users within the Colusa Basin Drainage District.

The Project will have a significant impact on a great number of residents. As groundwater levels have declined in Glenn County, California, the result has been over a hundred domestic wells having gone dry. This effort to expand the OAWD distribution system allows the District to maximize their full Central Valley Project surface water contract with the Bureau as well as allowing for purchase of other supplemental supplies in Northern California. All surface water brought into the service area through infrastructure designed with the scope of this grant will help protect groundwater levels by offsetting groundwater pumping along with reducing the occurrence of land subsidence that threatens the Bureau's Tehama-Colusa Canal and the State of California's Interstate 5.

Colusa Basin Drainage District applauds OAWD's efforts and fully supports the Project. The benefits align with Bureau's goals along with several state and local climate resiliency action plans. This Project was envisioned through multiple planning processes including the development of the Colusa Subbasin Groundwater Sustainability Plan, the District's Agricultural Water Management Plan, and the Northern Sacramento Valley Integrated Regional Water Management Plan.

We are looking forward to working collaboratively with OAWD and their partners over the next several years.

Sincerely,

George Tibbitts, Chairman

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