

# **COLUSA BASIN DRAINAGE DISTRICT**

## **Board of Directors' Meeting Notice & Agenda**

**Monday, March 10, 2025, 1:00pm – Special Meeting**  
**Westside Water District**  
**5005 State Highway 20, Williams, CA 95987**

1. **Call to Order** – George Tibbitts, Chairperson
  
2. **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 November 25, 2024, Board Meeting
  - B) Approval and/or Ratification of November 2024, December 2024, January 2025, and February 2025 claims.
  - C) Review and receive February 28, 2025, Financial Statements
  
4. **Business Items for Discussion & Action**
  - A) Update on Elections and Administer Oaths of Office
    - i. Division I Supervisor Appointed position – Administer Oath of Office for Tony Arendt as Board Member replacing Tom Arnold for terms of office January 1, 2025 through December 31, 2025
    - ii. Division II Supervisor Appointed position –Administer Oath of Office for Randy Wilson as Board Member terms of office January 1, 2025 through December 31, 2025
    - iii. Nomination and Election of Treasurer to replace Tom Arnold
    - iv. Discuss and Take Action, if necessary, for 2025 Elections
      - i. District I Water District position
      - ii. District III Water District position
      - iii. District III Landowner position
  - B) Colusa County Water District Recharge Project
    - i. Consider District involvement CCWD recharge project
  - C) Consider Adoption of Resolution 2025-001, A Resolution of Intention to Undertake a Recharge Support Project and Declaring a Public Hearing Pursuant to the Colusa Basin Drainage District Act.

- D) Update on District Plan Development
  - i. Update on Colusa LAFco Municipal Service Review (MSR)

**5. Reoccurring Calendared Items**

- A) Project Committee
- B) South Fork Willow Creek Ranch Report
- C) SGMA
  - i) Yolo, Colusa, and Glenn Counties
- D) Sites Reservoir

**6. Director's and/or Manager's Reports**

- A) Informational only! Director's reports are optional

**7. Correspondence:**

A) Email Berkeley Seismology Lab –December 5, 2024. A magnitude 7.0 earthquake occurred off coast of Ferndale, CA. The station on the South Fork Willow Creek Ranch reported the action and was part of the early alert system.

B) Email from UCSC Arboretum and Botanica Garden regarding project to survey and map of vegetation throughout the Interior Coast Ranges and Northern Sierra Nevada recent of letter of permission to access and grateful for CBDD participation

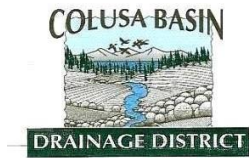
**8. Next Meeting** Monday, April 14, 2025 @ 1:00pm at \_\_\_\_\_

**9. Adjourn**

Please Note:

1. Members of the public may be allowed to address the board or presenters on agenzized 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](mailto:cbdd61@yahoo.com)



# COLUSA BASIN DRAINAGE DISTRICT

## Board of Directors' Meeting Minutes

**Monday, November 25, 2024, 1:00 pm - Special Meeting  
Westside Water District  
5005 State Highway 20, Williams, CA**

Board Member	Present
Arnold	X
Shiple	X
Evans	absent
Fahey	X
Knight	X
Perez	absent
Pollock	X
Tibbitts	X
Miller	X

Other Attendees	
Merrilee Vanderwaal	Nico Chapman
Herb Holzapfel	Ben King
Jordan Navarrot	Gary Soeth
Randy Wilson, County of Colusa	

**1. Call to Order:**

The meeting was called to order at 1:01 p.m. by chairperson, George Tibbitts. Quorum present.

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

Ben King gave an introduction of his family regarding 2047 history, 17 ephemeral streams, history of Colusa Basin, use of 5-party agreement, and expressed issue with Glenn Colusa Irrigation (GCID) and Sites.

**3. Consent Agenda:**

- A) Approval of Minutes of August 12, 2024 Board Meeting
- B) Approval and/or Ratification of July – October 2024 claims.
- C) Review and receive October 31, 2024 Financial Statements.

Director Miller moved to approve the Consent Agenda. Director Knight seconded.

**Vote:** Approved: 7-0. Directors Evans and Perez absent.

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

A) Jordon Navarrot presented on the Dunnigan Area Recharge Program. Director Fahey on behalf of the Project Committee made a recommendation for District involvement. Director Pollock seconded the motion.

**Vote:** Approved: 7-0. Directors Evans and Perez absent.

B) General Manager Vanderwaal gave an update on Colusa LAFco Municipal Service Review (MSR).

C) General Manager Vanderwaal reviewed Audit for fiscal years 2021-2022 and 2022-2023, Director Knight moved to accept audited financial statements. Director Arnold seconded the motion.

**Vote:** Approved: 7-0. Directors Evans and Perez absent.

D) Director Miller moved to approve Ranch Repairs for well and roof up to \$13,350. Director Shipley seconded the motion.

**Vote:** Approved: 7-0. Directors Evans and Perez absent.

**5. Reoccurring Calendared Items:**

A) **Project Committee** – Director Fahey gave an update.

B) **South Fork Willow Creek Ranch Reports** – Herb Holzapfel gave a report on improvements to the ranch and public outreach days.

C) **SGMA** – Director Pollock and Director Tibbitts attended September meeting and reported on the China Slough Project and Prop 218 study moving slowly

D) **Colusa Basin** – waiting on results on resubmission. Director Shipley emphasis using Board Managers instead of consulting and may be able to use Board Members

E) **Sites Reservoir** – Director Arnold jumping through hoops and Director Miller stated that Sites is redoing financials; expect considerable amount more.

**6. Director's and/or Manager's Reports:**

General Manager Vanderwaal reviewed the General Manager report.

**7. Correspondence:** Email from Mike and Kathy Landini regarding portable hydraulic chute that was located at the South Fork Willow Creek Ranch now located on the Spurlock Ranch leased by Landini's is owned by them not the District.

**8. Next Meeting:** Monday, February 10, 2025 @ 1:00 pm at Westside Water District

**9. Adjournment:** Meeting adjourned at 2:37 pm

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George Tibbitts, Board Chairperson

# 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

**31-Dec-24**

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.	
	<b>Randy Linquist</b>	<b>18,500.00</b>	57350	639V	<b>1-Jan</b>
	<b>Total Claims</b>	<b><u>18,500.00</u></b>			

_____ , 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

17-Jan-25

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.	
	<b>Downey Brand Attorneys</b>	<b>2,590.00</b>	53180	407	<b>30-Dec</b>
	<b>Herb Holzapfel</b>	7,850.00	53120	New	<b>19-Aug</b>
	<b>Pacific Gas &amp; Electric</b>	<b>84.26</b>	53260	761	<b>30-Dec</b>
	<b>Sac Valley CPA</b>	<b>14,364.84</b>	53180	1554	<b>1-Jan</b>
	<b>Total Claims</b>	<u><u><b>24,889.10</b></u></u>			

\_\_\_\_\_, Director  
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\_\_\_\_\_, 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

**25-Feb-25**

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.	
<b>Horton McNulty &amp; Saeteurn, LLP</b>	<b>2,200.00</b>	53180		<b>24-Sep</b>
<b>Pacific Gas &amp; Electric</b>	<b>117.32</b>	53260	761	<b>29-Jan</b>
<b>Sac Valley CPA</b>	<b>3,700.00</b>	53180	1554	<b>2-Feb</b>
<b>Total Claims</b>	<b><u><u>6,017.32</u></u></b>			

\_\_\_\_\_, Director  
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\_\_\_\_\_, Director

<b>Colusa Basin Drainage District</b>			
<b>Budget to Actual - Admin Operations</b>			
<b>July 1, 2024 - February 28, 2025</b>			
		<b>Adjusted</b>	
	Account	<b>2024-2025</b>	<b>Actuals</b>
<b>Administration Expenses</b>	Number	<b>Budget</b>	<b>thru 02/28/25</b>
<b>Revenues - Assessments</b>			
Assessments - Colusa Co	410510	84,150.00	
Assessments - Glenn Co	410511	41,725.00	27,673.72
Assessments - Yolo Co	410511	12,025.00	6,026.00
Interest Income	40400A	10,000.00	123.57
<b>Total Revenues - Assessments</b>		<b>147,900.00</b>	<b>33,823.29</b>
<b>Administrative Expenses</b>			
Administration / Manager Exp	53180	22,720.00	16,953.10
Accounting - Auditors	53180	10,900.00	2,200.00
Accounting - Monthly - Admin	53180	12,060.00	7,035.00
Assessment Fee - Colusa Co	410510	11,200.00	-
Assessment Fee - Glenn Co	410510	1,550.00	1,504.10
Assessment Fee - Yolo Co	60135	1,300.00	-
Consulting Exp - Provost & Pritchard		3,500.00	2,513.40
Insurance Expense	53100	503.00	521.00
Legal - Downey Brand - Admin	53180	12,000.00	3,688.75
Meetings - Board of Directors	5325101	350.00	-
Mileage - Reimbursement	53250	250.00	-
Office Expense	53170	175.00	-
Office Expense - Web Service		1,080.00	1,050.00
Postage Expense	53171	3,000.00	-
Publications & Legal Notices	53190	1,500.00	-
Rent - Office/Utilities	53210	900.00	255.00
Contingency Expense Acct - Admin	59400	14,662.00	-
Project Development		50,000.00	-
Travel Expenses	53250	250.00	16.42
<b>Total Administrative Expenses</b>		<b>147,900.00</b>	<b>35,736.77</b>
<b>Net Admin Assessments less Admin Exp.</b>		<b>0.00</b>	<b>(1,913.48)</b>
<b>Designated Fund - Projects</b>			
	2022-23	50,000.00	0.00
	2023-24	<u>50,000.00</u>	<u>0.00</u>
		100,000.00	0.00



<b>Colusa Basin Drainage District</b>				
<b>Budget to Actual - Ranch Operations</b>				
<b>July 1, 2024 - February 28, 2025</b>				
			<b>Adjusted</b>	
<b>SouthFork Willow Creek</b>	Account		<b>2024-2025</b>	<b>Actuals</b>
	Number		<b>Budget</b>	<b>thru 02/28/25</b>
<b>Revenues - Ranch Rents</b>				
SFWCR - Mobile Rental Income	4553661		7,725.00	5,000.00
SFWCR - Grazing Rent	4553661		102,970.00	102,970.00
<b>Total Revenues - Ranch Rents</b>			<b>110,695.00</b>	<b>107,970.00</b>
<b>Ranch Expenses</b>				
Admin / Manager Exp - Ranch	5318011		13,680.00	7,980.00
Accounting - Monthly - Ranch	5318012		5,940.00	3,465.00
Insurance - Ranch	53100		2,131.00	2,113.00
Interest Expense(only) - Linquist	57350		8,743.57	5,478.57
Legal - Downey Brand - Ranch			2,500.00	2,785.00
Licenses & Fees			125.00	0.00
Mileage - Reimbursement Ranch	532507		250.00	0.00
Maintenance & Repair	53120		15,000.00	9,125.00
Office Expenses	53170		245.00	0.00
Postage Expense - Ranch	531712		75.00	0.00
Publications & Legal Notices	53190		0.00	151.00
Taxes - Property Glenn Co	53240		11,821.14	9,234.12
Utilities - PG&E	53260		430.00	(521.86)
<b>Contingency Exp Acct - Ranch</b>			<b>(502.14)</b>	0.00
<b>Total Ranch Expenses</b>			<b>60,438.57</b>	<b>39,809.83</b>
Note Payment - Lindquist			65,256.43	31,521.43
<b>Net Ranch Cash Flow</b>			<b>(15,000.00)</b>	<b>36,638.74</b>
<b>Designated Fund - Main &amp; Repair</b>				
	2022-23		(15,000.00)	10,000.00
	2023-24		-	19,334.50
				29,334.50

**Colusa Basin Drainage District**  
**Balance Sheet**  
 As of February 28, 2025

	Feb 28, 25
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
10200 · Cash In Treasury - Colusa	448,356.68
10400 · Cash in Treasury - Sec Dep	525.00
<b>Total Checking/Savings</b>	448,881.68
<b>Accounts Receivable</b>	
11200 · Acct Rec - Ranch Rents	1,250.00
<b>Total Accounts Receivable</b>	1,250.00
<b>Other Current Assets</b>	
14000 · Prepaid Expenses	180.00
<b>Total Other Current Assets</b>	180.00
<b>Total Current Assets</b>	450,311.68
<b>Fixed Assets</b>	
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	-282,791.13
<b>Total Fixed Assets</b>	5,752,481.67
<b>TOTAL ASSETS</b>	<b>6,202,793.35</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
20700 · Accounts Payable	4,714.89
<b>Total Accounts Payable</b>	4,714.89
<b>Other Current Liabilities</b>	
24900 · Rental - Security Deposits	525.00
<b>Total Other Current Liabilities</b>	525.00
<b>Total Current Liabilities</b>	5,239.89
<b>Long Term Liabilities</b>	
27000 · N/Pay - R Lindquist	164,476.96
<b>Total Long Term Liabilities</b>	164,476.96
<b>Total Liabilities</b>	169,716.85
<b>Equity</b>	
31960 · Fund Balance-Unreserved	5,930,363.84
32000 · Retained Earnings	36,427.97
Net Income	66,284.69
<b>Total Equity</b>	6,033,076.50
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>6,202,793.35</b>

**BEFORE THE BOARD OF DIRECTORS OF THE  
COLUSA BASIN DRAINAGE DISTRICT**

**RESOLUTION 2025-01**

**A RESOLUTION OF INTENTION TO UNDERTAKE A RECHARGE SUPPORT  
PROJECT AND DECLARING A PUBLIC HEARING PURSUANT TO THE COLUSA  
BASIN DRAINAGE DISTRICT ACT**

WHEREAS, the Colusa Basin Drainage District (“District”) is a special district formed and organized pursuant to the Colusa Basin Drainage District Act, Water Code Appendix sections 127-001 and following; and

WHEREAS, the California Legislature formed District for the purpose of studying and addressing subsurface drainage and land subsidence issues within the Colusa Basin (Wat. Code App’x § 127-20); and

WHEREAS, the voters of the District approved the District’s Integrated Water Management Plan (“Initial Plan”) and assessment to fund the Initial Plan in November 1995; and

WHEREAS, the District’s Initial Plan seeks to identify and fund projects that provide flood protection and improve drainage, protect agricultural production, improve groundwater recharge, capture flood waters to increase water supplies, improve water quality, and improve wildlife habitat; and

WHEREAS, the Colusa County Water District (“CCWD”), a California County Water District, and the Dunnigan Water District (“DWD”), a California Water District, have developed certain pilot projects for groundwater recharge within the District’s boundaries; and

WHEREAS, CCWD’s and DWD’s respective groundwater recharge projects align with the District’s Initial Plan by improving groundwater recharge, capturing flood waters to increase water supplies, and protecting agricultural production by shoring up water supplies; and

WHEREAS, the District’s Board of Directors (“Board”) wishes to encourage CCWD and DWD continue their groundwater recharge projects pursuant to Section 611 of the Colusa Basin Drainage District Act (Wat. Code App’x § 127-611); and

WHEREAS, the Board desires to provide financial support to these efforts through the implementation of a Recharge Support Project (described more particularly in **Attachment A**), which would provide designated funds to CCWD and DWD for use in developing groundwater recharge projects, consistent with the purposes for which the District was formed and consistent with the voters’ intent in approving the District’s Initial Plan; and

WHEREAS, the Board desires to call a hearing on the Recharge Support Project consistent with the requirements of Section 612 of the Colusa Basin Drainage District Act (Wat. Code App’x § 127-612).

**NOW, THEREFORE, BE IT RESOLVED** by the Colusa Basin Drainage District Board of Directors as follows:

1. The above recitals are incorporated herein as if set forth in full.
2. The Board finds the Recharge Support Project as described in **Attachment A** to be a correct description of the Recharge Support Project's scope and mission.
3. The Board hereby sets a Hearing on the Recharge Support Project to be held during the next scheduled meeting of the Board of Directors on April 10, 2025, at 1:00 p.m., at the Westside Water District, 5005 California Route 20, Williams, California, 95987.
4. The General Manager is authorized as the District's agent to take any and all actions necessary or convenient to carry out the Board's direction and intent in this Resolution.

APPROVED at a meeting of the Board of Directors of the Colusa Basin Drainage District held on March 10, 2025, by the following vote:

AYES:

NOES:

ABSTAIN:

### **Certification**

I, Donald Perez, hereby certify that I am and at all times mentioned herein was contracted as the Secretary of the Colusa Basin Drainage District, organized and existing under and by virtue of the laws of the State of California, that the foregoing is a full, true and correct copy of a Resolution duly and regularly adopted at a regular meeting of the Board of Directors of said District duly held on March 10, 2025, a majority and quorum of the members of said Board of Directors being present and voting in favor of said Resolution; and that said Resolution has not been modified, rescinded, altered or amended and is now in full force and effect.

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Secretary of the Board

**Attachment A**

## **RECHARGE SUPPORT PROJECT**

### **I. Introduction**

The Colusa Basin Drainage District (“District”) was formed to address subsurface drainage and land subsidence issues in the Colusa Basin. Pursuant to this legislative directive, the District adopted an Integrated Water Management Plan (“Initial Plan”) for studying and supporting projects that promote groundwater recharge, capturing flood waters to bolster water supplies, and protecting agricultural production. Voters of the District approved the Initial Plan and related assessment to fund the Initial Plan in a general election held on November 7, 1995.

Two special districts within the District’s boundaries, the Colusa County Water District (“CCWD”) in Division II and the Dunnigan Water District (“DWD”) in Division III, are carrying out multiple groundwater recharge projects and planning on developing future projects. In addition to serving as water supply districts, CCWD and DWD each have a role (either as a member of a JPA or individually) in providing for compliance with the Sustainable Groundwater Management Act in their underlying groundwater basins. In this role, CCWD and DWD are developing in lieu and direct groundwater recharge projects for the sound management of groundwater resources in the Colusa and Yolo Subbasins, respectively. These projects address SGMA’s undesirable results of land subsidence, depletion of interconnected surface water, and the reduction of groundwater storage by redirecting flood waters from the Sacramento Valley into the groundwater basin.

### **II. Recharge Support Project**

Subsidence and reductions in groundwater supply are an issue of special concern in this portion of the District. The District is interested in assisting CCWD and DWD with their groundwater recharge projects, which are directly responsive to that issue, and each of which work to capture otherwise unused, flood, or surplus flows for groundwater recharge. The Recharge Support Project would authorize the District to provide CCWD and DWD with up to \$50,000 each for the purpose of carrying out these pilot projects. These pilot projects are located in Divisions II and III of the District and are described more specifically below.

*Ephemeral Stream Trickle Flow Recharge.* CCWD and DWD would redirect excess surface water supplies from the Tehama-Colusa Canal into ephemeral streams overlying the Colusa and Yolo Subbasins. The surface water percolates into the groundwater basin as it flows through the stream’s channel towards the Sacramento River, thus increasing the recharge capabilities of these projects. DWD has already implemented one such trickle flow project on Buckeye Creek with remarkable success.

*On-Farm Direct Recharge.* DWD is already operating a direct recharge project on a landowner’s agricultural property in the Yolo Subbasin. These projects operate by applying surface water supplies to the property, effectively flooding the field, and allowing that water to percolate. On-farm recharge projects are notable for providing multiple benefits. In addition to augmenting groundwater supplies, on-farm recharge creates habitat for migratory birds and other species.

*Percolation Ponds.* DWD is proposing to construct percolation ponds in areas with high percolation rates that would allow drainage of excess surface water into the Yolo Subbasin.

A map of these groundwater recharge projects can be found here: <https://arcg.is/mOHmr>

# Thank you from the Berkeley Seismology Lab!

From: christina.valen@berkeley.edu (christina.valen@berkeley.edu)

To: cbdd61@yahoo.com

Date: Tuesday, January 14, 2025 at 02:55 PM PST

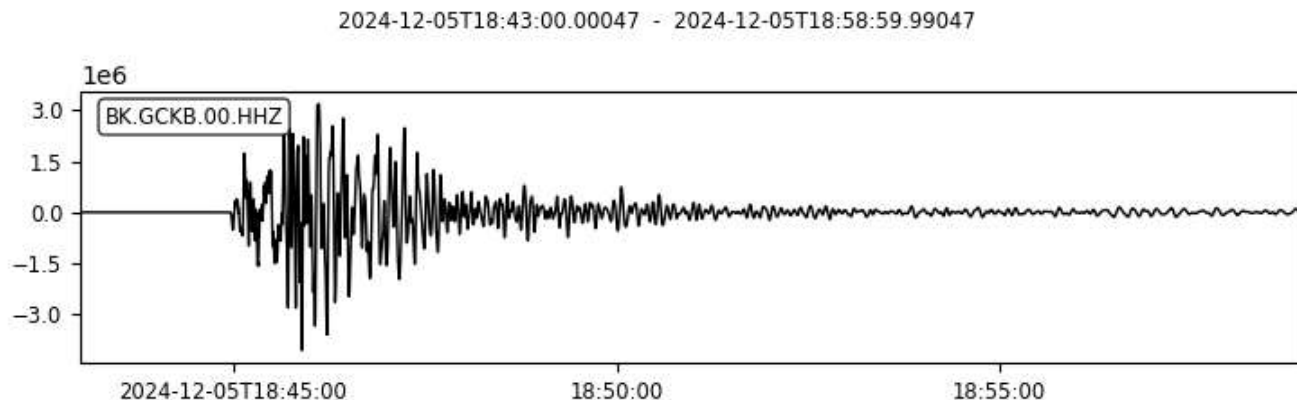
Dear Lynnel Pollock & the Colusa Basin Drainage District team,

As we enter a new year, we at the Berkeley Seismology Lab send our gratitude and appreciation for your continued support. From real-time earthquake monitoring to providing valuable research data for generations to come, your station makes a difference.

On December 5th 2024, a magnitude 7.0 earthquake occurred off the coast of Ferndale, CA and your station was ready to record the action.

In keeping with the Berkeley Seismology Lab's mission of delivering high quality data freely and openly to researchers all over the world, you can view real-time data from your station at <https://ncedc.org/waveformDisplay/#>.

Kind regards and best wishes for a great 2025 from all of us at the Berkeley Seismology Lab!



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