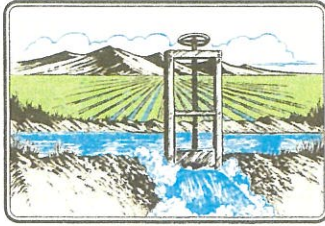


Reclamation District No. 1004



**RECLAMATION DISTRICT NO. 1004
BOARD OF TRUSTEES
MINUTES
January 12, 2026
Regular Board Meeting**

Board of Trustees (BOT) present: Chairman Herkert, Trustee Garofalo, Trustee Mord, Trustee Bailey, and Trustee Southam. District staff present: District Manager Terry Bressler and Office Manager Barbie Buchanan. Public attendees present: Danny Kerns of Provost and Pritchard, Dustin Cooper of Minasian Law, and Jake Kley. Public attendees present by phone: None.

1. Call the Meeting to Order

The meeting was called to order at 10:01 a.m.

2. Approval of Agenda – Tab 1

Motion to approve agenda as presented: Trustee Southam

Second: Trustee Bailey

Vote: Unanimous

3. Approval of Minutes – Tab 2

A. Regular Board Meeting Minutes – December 10, 2025

Motion to approve minutes as presented: Trustee Bailey

Second: Trustee Garofalo

Vote: Unanimous

4. Public to address the Board

None at this time.

5. CLOSED SESSION AND TOPICS TO BE DISCUSSED:

A. Discussion and Possible Action regarding Litigation Updates

B. Discussion and Possible Action regarding Fee Study Updates

Closed session called at: 10:04 a.m.

Open session called at: 11:39 a.m.

Report out from closed session: Discussion with legal counsel. Discussion only, no action taken.

6. Financial Report - Discussion and Possible Action – Tab 3

A. Cash Report/Account Balances

Office Manager Barbie Buchanan reported that the \$3.00 per AF-delivered rebate approved at the March 12, 2025, meeting from Edward Jones will be transferred to the general fund at the end of January. The total transfer will be approximately \$300,000.00.

We still have one more month of water deliveries; however, they should be minimal, and the estimated amount for winter water refunds is around \$215,000.00.

B. Interim Disbursements

Motion to approve interim disbursements totaling \$15,469.11: Trustee Bailey

Second: Trustee Garofalo

Vote: Unanimous

C. Accounts Payable

Motion to approve vendor transactions totaling \$50,935.74: Trustee Southam

Second: Trustee Bailey

Vote: Unanimous

D. Accounts Receivable

Office Manager Barbie Buchanan reported that seven open invoices remain from December's water billing, totaling \$22,842.50.

E. Profit/Loss Statement

Discussion only, no action taken.

F. Approval of Transfers

Transfer \$12,500.00 from the general fund to County Fund 1 (498)

- \$2,500.00 to Water Rights
- \$10,000.00 to Princeton Pumping Plant

Motion to approve transfer from Tri Counties to County Fund 1 as requested: Vice-Chair Mord

Second: Trustee Bailey

Vote: Unanimous

7. New Business – Tab 4

A. Discussion and Possible Action regarding White Mallard Dam Survey and Reports

District Manager Terry Bressler stated that it has been too wet to get into the area to conduct a survey. He will put it back on the agenda once the survey has been completed.

B. Discussion and Possible Action regarding RD1004 Personnel Policy Handbook Update

Office Manager Barbie Buchanan presented the updated RD1004 Personnel Policy. The only changes are the new holiday, Veterans Day, and the increased District contribution toward employee health insurance premiums, from \$1,400.00/mo to \$1,500.00/mo, as discussed at the December 10, 2025, meeting.

Motion to approve updated language in the personnel policy as presented to include Veterans Day as a paid holiday, and increasing the District health contribution from \$1,400.00 to \$1,500.00: Trustee Southam
Second: Vice Chair Mord
Vote: Unanimous

C. Discussion and Possible Action regarding Tri Counties Bank Signer Changes

Office Manager Barbie Buchanan presented a letter for signature and asked for a motion to approve the bank signer changes at Tri Counties Bank, removing former Vice Chair Larry Borrelli and adding Trustee Todd Southam.

Motion to approve account signer changes, removing Larry Borrelli and adding Todd Southam as signer at Tri Counties Bank: Trustee Garofalo
Second: Trustee Bailey
Vote: Unanimous

D. Discussion and Possible Action to Formalize Employee Evaluations

Discussion only, no action taken. Item to be removed from the agenda for the time being to decide what changes will be made to incorporate formal personnel reviews.

E. Discussion and Possible Action for Reimbursement of Qtr 4 PPP & Water Rights Expenses

Motion to approve quarterly reimbursements of \$28,867.11 from County Fund 1 (498): Trustee Garofalo
Second: Vice Chair Mord
Vote: Unanimous

8. Chairman's Report

A. Update on Sacramento River Settlement Contractors

Chairman Herkert shared that SRSCC has passed the 2026 budget and set meeting dates for the year to be held at RD108. He also shared a letter from the USBR regarding Action 5, which is part of the updated long-term operation plan for the CVP. No further updates to report.

9. Manager's Report

District Manager Terry Bressler reported that he recently attended the Glenn County Board of Supervisors meeting to report on roads in the District that need County attention. He will also attend the upcoming Colusa County Board of Supervisors meeting to do the same.

The water is too deep at the PPP, so the covers have not been put on the pumps yet. As soon as the water drops, they will get covered. In addition, District staff has been keeping the concrete ditch as full as possible to avoid cracking.

The East Levee north of the Gridley Hwy has a washout that needs to be addressed. Work will start on that right away.

The District has delivered 93,000 a/f of water this year, and a couple of fields are still taking minimal water for another couple of weeks.

District Manager Terry Bressler asked the BOT to consider setting the PPP cut-off time for next year in the near future so landowners can plan for the year.

10. Old Business – Tab 5

A. Discussion and Possible Action Regarding White Mallard Dam Automated Dam Level Cost, Feasibility, and Operations

Discussion only, no action taken.

B. Discussion and Possible Action Regarding Comprehensive Testing for Wells and Lift Pumps

Discussion only, no action taken.

C. Discussion and Possible Action Regarding Fee Study with Provost & Pritchard

Discussion only, no action taken. Further discussion to take place with legal counsel during the closed session at February's meeting.

D. Discussion and Possible Action Regarding DPP District Projects

Discussion only, no action taken.

E. Discussion and Possible Action Regarding the 2026 Budget

Draft #2 of the 2026 budget was reviewed. The BOT asked for a few additional changes to be updated and the new draft will be presented at February's meeting.

11. CLOSED SESSION AND TOPICS TO BE DISCUSSED:

A. Discussion and Possible Action regarding Sacramento River Water Rights/Bureau of Reclamation & California Department of Water Resources

Closed session called: 1:39 p.m.

Open session called: 1:45 p.m.

Report out from closed session: Discussion only, no action taken.

Meeting adjourned at 1:45 p.m.

Submitted by Barbie Buchanan.



Hans Herkert
Chairman of the Board



Barbie Buchanan
Secretary to the Board of Trustees