

**MINUTES**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
Of the  
**TEHAMA-COLUSA CANAL AUTHORITY**  
5513 Hwy 162  
Willows, CA 95988  
November 5, 2025  
9:00 a.m.

**PRESENT:**

SHANDON SMITH*	D	COLUSA COUNTY W.D.
KEVIN HEBREW*	D	CORNING W.D.
BARBARA LINDAUER*	A	CORNING W.D.
PAMELA KATLEBA-JENKINS*	A	CORTINA W.D./WESTSIDE W.D.
JAMIE TRAYNHAM*	A	DAVIS W.D.
DAVID SCHAAD*	D	DUNNIGAN W.D.
WADE MATHIS*	D	4-M W.D.
KELLY ORNBAUN*	A	GCID
VINCE LAUFER*	A	GLIDE W.D./KANAWHA W.D.
WADE DANLEY*	D	KANAWHA W.D.
CHASE HURLEY*	A	KIRKWOOD W.D.
JIM JONES*	D	ORLAND-ARTOIS W.D.
JUSTIN DAHL*	A	ORLAND-ARTOIS W.D.
MIKE URKOV*	A	WESTSIDE W.D.

**DISTRICTS ABSENT:**

HOLTHOUSE W.D.  
LAGRANDE W.D.  
PROBERTA W.D.  
THOMES CREEK W.D.

**ALSO PRESENT:**

WILLIAM VANDERWAAL*	TCCA
LISA DICHARRY*	TCCA
DON BABB	TCCA
AARON HALL	TCCA
SUSAN ALBERT	TCCA
REBECCA SMITH*	DOWNEY BRAND
MEREDITH NIKKEL*	DOWNEY BRAND (CLOSED ONLY)
MOSES ALVARADO	CORNING WD
BROOKE WHITE	CVPWA
MADDIE MUNSON	WATER AND LAND SOLUTIONS
STEVEN MARSH	MMMWC

“\*” indicates closed session attendance.

“D” indicates designated director “A” indicates designated alternate.

### **CALL TO ORDER**

Vice Chairman Jones called the meeting to order at 09:00 a.m.

### **DETERMINATION OF A QUORUM**

Roll was called and a quorum was declared present for the conduct of business with 12 Districts represented.

### **APPROVAL OF AGENDA**

#### **M/S/C-SCHAAD/SMITH-UNANIMOUS**

To approve November 5, 2025, Regular Meeting Agenda.

### **PUBLIC COMMENT**

Vice Chairman Jones had the board make introductions to the new visitors in the board meeting.

### **GUEST SPEAKER**

- A. Brooke White, Executive Director, Central Valley Project Water Users Association (CVPWA):
- CVPWA History and Mission
  - Membership
  - Membership Benefits
  - Financial Affairs Committee (FAC)
  - 2025 Strategic Objectives & Priority Issues
  - FFA and NWRA’s Reclamation Realignment Initiative

### **MONTHLY RE-OCCURRING ITEMS**

- A. **Board Meeting Minutes**

**M/S/C -LAUFER/SMITH-AYES: S. SMITH, K. HEBREW, P. KATLEBA-JENKINS, J. TRAYNHAM, W. MATHIS, K. ORNBAUN, V. LAUFER, W. DANLEY, J. JONES AND M. URKOV; NOES: NONE; ABSTAINED: D. SCHAAD; ABSENT: HOLTHOUSE W.D., LAGRANDE W.D., PROBERTA W.D., AND THOMES CREEK W.D.**

To approve October 15, 2025, Special Meeting Minutes.

- B. **Treasurer’s Report**

**M/S/C -SCHAAD/SMITH**

To approve the October 2025 Financial Reports as presented.

**C. USBR Report**

No report was provided due to Government shutdown.

**GENERAL MANAGER'S REPORT**

**Operations & Maintenance**

- A. Don Babb and Aaron Hall, TCCA O&M Chief and Red Bluff Supervisor reported on the following O & M activities: Finish undershoot drain flushing at Evans Road; Haul rock for upstream drain at Evans Road; Build and install new buoy line at Check 21; Clean pad at Hwy 99 for DWR (subsidence monitoring station); Add new buoys to line at Hwy 99; Replace gate #1 coupler and recalibrate at Check 15; Smoke test truck #32; Replace internal battery at Check 22 and reprogram; Haul backhoe to Peterson Tractor for repair; Recalibrate gates at Check 21 and 23; Re-slope bank at Willow Creek; Service long reach, Drain cleaning Road 28 to undershoot; Clean undershoot at OAWD 3; Service 3" and 6" pumps; Pesticide training (Laws and Right of Way); Mowing weeds Check 13 and 14; Drain cleaning Road F to Check 11; Vehicle oil changes and maintenance on equipment; TC operations and patrol to check 9; Grading roads on Corning Canal; Trimmed trees around Red Bluff office; Started pulling out fish screens, section #2 done; New truck in Red Bluff; Heavy Equipment safety training; Spray truck repairs; Water Education Foundation Tour and lunch; Prepare motor #4 for removal; Sprayed trees along forebay, pumping plant; Currently pumping 200CFS; Meter readings; Safety meetings. Upcoming activities: Clean undershoot Check 7; Clean undershoot Orangewood Road; Start concrete repairs; Check 10 gate repair; Build stop log for OAWD 1 plant; Continue working on erosion and tree removal on Corning, 2024 reviews; Mechanical repairs and services as needed; Inspections and maintenance of TC and Corning canals, Red Bluff office complex and pumping plants; Motor #9 return and send motor #4 out for repairs; Work on Corning canal and pumping plant recommendations from USBR; Trim trees at rental house; Continue grading roads on Corning Canal; Pulling out fish screens; Pulling oil samples from motors.

**Meetings/Presentations**

- B. Manager Vanderwaal presented his written meetings and presentations report to the board, and it is included in the Board Packet for any questions and clarifications:
- Agreements for Healthy Rivers & Landscapes
  - Groundwater Recharge
  - Federal Reconciliation Bill
  - Long Term Operations
  - Black Butte Gate Project
  - Orland Unit Transfer Legislation

Manager also mentioned the Water Users Conference, State Prop-4 funding opportunities and the Water Education Foundation tour. He received direction to

provide a letter of support for the Glenn County Transportation Departments application for grant funding to conduct subsidence surveys.

#### **GENERAL BUSINESS**

##### **Policy Updates-Focus on Budget Preparation, Fixed Assets, Purchasing and Surplus Disposal Policies (3020 3030, 3080, and 3085)**

- A. Manager Vanderwaal discussed the proposed policy 3020 dictates the process and timeline for preparing and presenting the budget. The proposed changes are only correcting the name of the Committee that reviews the draft budget.

Manager Vanderwaal discussed policy 3030 which details how fixed assets are tracked and accounted for. The only proposed change adjusts the purchase value of the assets tracked from \$1000 to \$1500, which matches inflation since the policy was last updated.

Manager Vanderwaal discussed policy 3080 on how it outlines how the Authority manages purchases of various size and quantity. The proposed changes update the price thresholds to account for inflation since the policy was last updated.

Manager Vanderwaal discussed policy 3085 on how it addresses how the Authority will dispose of Surplus Property/Equipment. The proposed changes enable the Board to delegate to the Facilities & Maintenance Committee, removes self-disposal options and redirects disposal to public auction vendors such as BidCal or Ritchie Brothers.

#### **M/S/C-SCHAAD/TRAYNHAM-UNANIMOUS**

To approve the Additions and Changes to all the above Policies as recommended by Staff and Legal Counsel.

##### **Discuss and Consider Adoption of Proposed 2026 TCCA Budget, Including Updated District Assessments**

- B. Manager Vanderwaal presented and summarized the details and corrections made to the proposed 2026 Draft Budget as recommended by the Finance Committee to the Board of Directors.

#### **M/S/C-TRAYNHAM/HEBREW-UNANIMOUS**

To approve the 2026 TCCA Budget per the recommendation of the Finance Committee and Manager Vanderwaal.

##### **Discuss and Consider Emergency Action Plans for Willows, Red Bluff, Red Bluff Pumping Plant and Corning Canal Pumping Plant**

- C. Manager Vanderwaal presented to the Board the Emergency Action Plans (EAP) for the Willows Office, Red Bluff Office, Red Bluff Pumping Plant and Corning Pumping Plant. EAP's are required by our OMR&R Contract with the Bureau of

Reclamation and additionally being reviewed by GSRMA in the Risk Management Accreditation Program (RMAP).

**M/S/C-SCHAAD/SMITH-UNANIMOUS**

To approve the Emergency Action Plans (EAP) as presented to the Board of Directors for the Willows Office, Red Bluff Office, Red Bluff Pumping Plant and Corning Pumping Plant.

**Discuss and Consider Sites Reservoir JPA Activities**

- D. Manager Vanderwaal reported Sites Project CMAR interviews were held yesterday, November 4<sup>th</sup> and today, November 5<sup>th</sup>. They received three proposals and Manager Vanderwaal was able to review them and provide comment to the selection committee for question development. The final review committee meeting will be held tomorrow, November 6<sup>th</sup> and Manager Vanderwaal will receive a report on that & the interviews.  
Director Traynham and Director Urkov reported on Zone 3.

**Discuss 2026 Water Transfer Participations**

- E. Manager Vanderwaal discussed with the board to consider authorizing Manager Vanderwaal to direct the start of preparation of water transfer documents. The TCCA received the cost estimate for the 2026 Water Transfer documentation, this water transfer would be for any fallowing transfer or groundwater substitution transfer that we might have to participate in for the 2026 season. The cost estimate to conduct the full preparation and work including public notices/posting, permit fees and so forth is \$121,280.44. The costs are usually divided by quantity of water requested in the transfer and are usually minimized by stopping the work as early in the process as possible, pending the forecast allocations. Manager Vanderwaal also clarified that this is a Groundwater Substitution transfer only, no fallowing included in it.  
The board decided that the TCCA districts would not need a Groundwater Substitution Transfer for 2026.

**ATTORNEY REPORT**

Attorney Smith discussed SB707- California's new law updating the Brown Act regarding public meetings and teleconferencing, which takes effect starting in 2026 and that the TCCA does not have to worry about this new law as we do not offer teleconferencing.

Attorney Smith reported on the status of the WIIN Act.

**CLOSED SESSION**

- A. **Conference with Legal Counsel-Existing Litigation [California Government Code Section 54956.9(d)(1)] Four Cases:**

**State Water Resources Control Board Bay-Delta Water Quality Control Plan Proceeding**

1. No Report

PCFFA v. Lutnick (USDC E.D. Cal. Case No. 1:20-cv-00431-DAD-SAB) [2019 BiOps Lawsuit]

2. No Report

CNRA v. Lutnick (USDC E.D. Cal. No. 1:20-cv-00426-DAD-SKO) [2019 BiOps Lawsuit]

3. No Report

TCCA v. CA DWR (Superior Court of CA, County of Sacramento, No. 24WM000183) [2024 CEQA Lawsuit]

4. No Report

#### **OPEN SESSION**

The board re-convened to open session at 11:10 a.m.

#### **TCCA CHAIRMAN/VICE CHAIRMAN/DIRECTOR'S REPORTS**

Vice Chairman Jones discussed with the board that he participated in online training course, Board Member Duties & District Liability, through Golden State Risk Management Authority (GSRMA), he highly recommends this training for all new directors.

#### **ADJOURNMENT**

Vice Chairman Jones adjourned the meeting at 11:15 a.m.

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Board Secretary  
William Vanderwaal

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Chairman  
Zach Dennis