

Browns Valley Irrigation District
Post Office Box 6, Browns Valley, CA 95918

**MINUTES OF THE
BROWNS VALLEY IRRIGATION DISTRICT
REGULAR BOARD MEETING**

WHEN
Thursday
September 25, 2025
5:00 pm

WHERE
9370 Browns Valley School Rd
Browns Valley, CA
95918

This meeting will be conducted in person, by Zoom Video Conference and Audio Teleconference.

The Browns Valley Irrigation District supports the orders and directives from the California Department of Public Health and the California Governor's Office in the effort to minimize the spread of the Coronavirus (COVID-19).

Governor's Executive Order N-29-20 enables meetings of legislative bodies to be conducted by way of a teleconference. Governor's Executive Order N-33-20 directs all individuals in the state to stay at home or their place of residence except those individuals designated as essential by the Federal Government or the Office of the Governor.

The public is invited to listen, observe and, at designated times provide comments during the meeting by either method provided for below.

For members of the public interested in viewing and having the ability to comment at the public meeting via Zoom, an internet-enabled computer equipped with a microphone and speaker or a mobile device with a data plan is required. Use of a webcam is optional. Login information is below.

Join Zoom Meeting (Copy and paste link into the search field of an internet browser):

<https://us02web.zoom.us/j/87940575424>

Password: **123456**

To participate via the audio only teleconference, dial-in to the meeting using the information below.

Audio Only Dial-in 1-888-475-4499 Meeting ID: 879 4057 5424

Public comment may also be provided in writing via email to the General Manager at bvid@bvid.org.

Written public comment received via email prior to the adjournment of the meeting will be included in the record. If received before the end of the Board's discussion of an agenda item, email/comments about the item will be read or summarized by District staff.

**MINUTES OF THE
REGULAR BOARD MEETING
OF THE
BROWNS VALLEY IRRIGATION DISTRICT
SEPTEMBER 25, 2025**

Director Howard called the Regular Meeting of the Board of Directors of the Browns Valley Irrigation District to order. Directors present were Bordsen, Woods, Rist, and Howard, Director Lowe absent. Also in attendance were Secretary/General Manager Kelly McNally, Operations Manager Kevin Shrader, Technical Services Manager Mark Sayers on Zoom and Administrative Specialist Tracy Hopper.

1. **Minutes: The Minutes of the September 11, 2025, Board Meeting will be reviewed by the Board for approval.** A motion by Director Woods, seconded by Director Rist to approve the September 11, 2025 minutes. Directors Bordsen, Rist, Woods, and Howard aye, Lowe absent: motion passed.
2. **Public Forum:** Michele Barker of Smith Ranch asked about the Sicard Pipeline progress.
3. **Ad Hoc Committee Report** – Director Rist reported to the Board about the Committee meeting and the decision to hire Jerry Handy of 4JCON to act as the Project Manager for the new office. No action taken.
4. The Board **will receive a presentation from the District’s independent audit firm Blomberg and Griffin and consider adopting the 2024 Browns Valley Irrigation District Independent Auditor’s Report.** A motion by Director Bordsen and seconded by Director Woods to adopt the 2024 Independent Auditor’s report. Directors Bordsen, Rist, Woods and Howard aye, Lowe absent. Motion passed.
5. The Board will **consider a Resolution to accepting the property tax formula negotiated with Yuba County for the annexation of 104 parcels into the Browns Valley Irrigation District.** A motion by Director Bordsen and seconded by Director Rist to accept the property tax formula for the 104-parcel annexation. Directors Bordsen, Rist, Woods and Howard aye, Lowe absent. Motion passed.
6. The Board **will discuss the meeting schedule for the months of November and December and may take action as appropriate.** A motion by Director Bordsen and seconded by Director Woods to cancel the second board meetings in November and December due to the holidays. Directors Bordsen, Woods, Rist, and Howard aye, Lowe absent: motion passed.
7. **Manager’s Report:**

COLLINS LAKE STATUS

DATE	REMAINING SUPPLY VOLUME	%	LAKE ELEVATION	DIST BELOW SPILL	RELEASES	GEN OUTPUT
TODAY	23,694 AF	48.4%	1,153.3 FT	29.7 FT	73.0 CFS	0 kW
1 YEAR AGO	24,944 AF	50.9%	1,155.0 FT	28.0 FT	82.0 CFS	455 kW

YUBA RIVER STATUS (PUMPLINE CANAL)

DATE	MAX DIVERSION RATE (BVID/YWA CONTRACT)	BVID WATER RIGHT (CURRENT MONTH)	CURRENT DIVERSION*
TODAY	47.2 CFS	47.2 CFS	30 CFS

STAFF ACTIVITIES

Office staff remain busy with customer calls, inquiries, work orders and questions. The part-time Administrative Assistant started on Monday, September 15, 2025 and is currently learning accounts payable, receivable, customer service and the BVID databases of Workorders and Ditch Tenders. The Manager and the Administrative Services staff have been working on the open enrollment packet for 2026.

The Technical Services Manager continues to work with LAFCO on the 2023 Annexation and is working on a community outreach meeting to be held at the BVID office on October 14, 2025 from 3:30-5:00pm.

The Manager has also been working with the Project Manager on the BVID office, as well as making sure he has all of the necessary documents related to the project. As of today, the Project Manager met with the Ad Hoc Committee on September 19, 2025 and also met with the BVID Engineer and Manager on September 24, 2025.

The consultant has reviewed the Employee Handbook comments and has made the requested edits. A draft handbook to share with the Personnel Committee is expected by the end of the month. The Manager has also submitted the Workplace Violence Prevention Plan to MRG to final before sharing it with the Personnel Committee and eventually Board approval.

CURRENT PROJECTS**Sicard Flat Pipeline**

Fusion resumed the week of May 5, 2025 and continued through August 29, 2025.

BVID Office

Ad Hoc Committee, BVID Staff and the BVID Project Manager met at the BVID Office to do a site walk and discuss the site plan and other details on Friday, September 19, 2025. The Manager, BVID Engineer and BVID Project Manager met on Teams to discuss the project. The BVID Engineer has been at the BVID Office several times the past week for septic location testing.

Vegetation Management

Nothing new to report.

PAST MEETINGS

9/15/2025 NCWA Water Management Series - Teams
9/16/2025 Yuba Water Agency Board meeting
9/16/2025 BVID CWT Addendum discussion with Ascent - Teams
9/18/2025 Yuba County Parks and Recreation Workgroup
9/19/2025 BVID Office Discussion with 4JCON
9/22/2025 Aflac Open Enrollment
9/23/2025 BVID CIP discussion – Teams

FUTURE MEETINGS

9/30/2025 PE Alliance – BVID Office
10/7/2025 Yuba Water Agency Board meeting
10/21/2025 Yuba Water Agency Board meeting

DISTRIBUTION MAINTENANCE / OPERATIONS

Upper District

Operations staff continue with service calls and maintenance throughout the District.

Crew repaired a mainline break on the McDrip Pipeline.

The Sicard Pipeline construction crew has moved to install the pipeline on Peoria Road towards Hwy 20.

BVID field crew have been clearing ditches of debris and repairing leaks in ditch banks.

Lower District

Pumpline is currently running 30cfs.

The crew has added the concrete wings to the headwall at the “Gee” Ranch culvert to aid in the erosion problem and possible leaks.

8. **Director's Comments and Reports:** None

9. **Correspondence:** Email correspondence.

10. **Adjournment:** 5:38 pm