CHARLESTON DRAINAGE DISTRICT MEETING MINUTES
REGULAR MEETING OF THE BOARD OF DIRECTORS
August 20, 2025

A regular meeting of the Board of Directors was held on August 20, 2025, at 9:00 am. Those present at the meeting were:

Directors:	Jake Barcellos, President Will Teixeira, Vice-President Alec Barcellos, Director Branden Teicheira, Director
District Staff:	Patrick McGowan, General Manager Marlene Brazil, Accounting Supervisor Juan Cadena, Water Resources Manager Sandra Reyes, Water Master
Others:	Gabriel Delgado, General Counsel Palmer McCoy, Grassland Basin Authority

CALL TO ORDER
President Barcellos called the meeting to order at 9:00 am.

REVIEW OF AGENDA
There were no changes to the agenda.

ROLL CALL
A quorum of the Board and the presence of the District's Officers were confirmed.

POTENTIAL CONFLICTS OF INTEREST
There were no conflicts of interest disclosed.

PUBLIC COMMENT
There was no public comment.

ACTION ITEMS

THE BOARD TO REVIEW AND CONSIDER APPROVING THE FEBRUARY 19, 2025, REGULAR BOARD MEETING MINUTES
After discussion by the Board and upon a motion by Vice-President W. Teixeira and seconded by Director A. Barcellos, the February 19, 2025, Regular Board Meeting Minutes were approved as presented.
The vote on the matter was as follows:

Ayes:	A. Barcellos, J. Barcellos, B. Teicheira, W. Teixeira
Nays:	None
Absent:	T. Teixeira
Abstain:	None

THE BOARD TO REVIEW AND DISCUSS DRAFT TILE LINE POLICY

General Manager Patrick McGowan presented the board with a second draft of the Charleston Drainage District's (CDD) policy after having incorporated changes in the language that were pointed out by the board at the last meeting. It was highlighted that the policy establishes that the landowner is responsible for any costs to tile. Currently 90% of Charleston Drainage District (CDD) is tiled and 10% is not tiled. After discussion by the board and upon a motion by Vice-President W. Teixeira and seconded by Director Barcellos, the Board approved the CDD Tile Line Policy as presented.

The vote on the matter was as follows:

Ayes:	A. Barcellos, J. Barcellos, B. Teicheira, W. Teixeira
Nays:	None
Absent:	T. Teixeira
Abstain:	None

BOARD TO DISCUSS AND CONSIDER APPROVAL OF RESERVE POLICY

Mr. McGowan presented the board with the draft of the reserve policy for CDD noting that last year's operating budget was $239,000. Legal Counsel Gabriel Delgado explained that this was a standard version of the reserve policy.

After discussion by the Board and upon a motion by Vice-President W. Teixeira and seconded by Director A. Barcellos, the Board approved the reserve policy as amended to show a $60,000 operating reserve, a $ 30,0000 rate stabilization reserve, and a $30,000 emergency reserve, leaving the debt service reserve unfunded.

The vote on the matter was as follows:

Ayes:	A. Barcellos, J. Barcellos, B. Teicheira, W. Teixeira
Nays:	None
Absent:	T. Teixeira
Abstain:	None

FINANCIAL REPORTS

A. Accounts Payable
B. Monthly Financials
C. FYE 2025 Budget to Actual Report
D. Other Financial Matters Affecting the District

After discussion by the board and upon a motion by Vice-President W. Teixeira and seconded by Director A. Barcellos, the Board approved the payables and financial reports as presented.

The vote on the matter was as follows:

Ayes:	A. Barcellos, J. Barcellos, B. Teicheira, W. Teixeira
Nays:	None
Absent:	T. Teixeira
Abstain:	None

<u>REPORT ITEMS</u>

DRAINAGE MANAGEMENT REPORT

A. Grassland Bypass Project Water Quality Monitoring

Water Resources Manager Juan Cadena reported we have been successful in meeting our water quality objectives and have been below the threshold.

B. Other Drainage Related Matters Affecting the District.

GM McGowan noted that there were no other matters to report on.

GRASSLAND BASIN AUTHORITY

The General Manager of the Grassland Basin Authority (GBA) Mr. Palmer McCoy reported on the following:

- The temporary storage basins on the east side of Russell are nearly complete and soon construction of a new siphon will assist in moving water more efficiently.
- The westside conveyance project has been awarded to McElvaney, Inc., with that project likely to be done by December.
- The OD pumps and pipeline work is complete, and the contractor is awaiting the arrival of the pumps and motors.
- GBA is almost finished with its first cutting of Jose Tall Wheat Grass; however, the yield was not as expected due to power outage and inability to irrigate. The sale price, however, was $72 as opposed to last year's $64.
- The pistachio trees have all been removed and the GBA is looking at possibly growing winter wheat.
- Mr. McCoy reported that the GBA board meeting had been moved to August 27th and one of the items being discussed will be utilizing the shallow wells to minimize downslope salt migration.

GM McGowan also noted that there have been discussions of installing observation wells and the potential to go after grant funding, as well as the well water program in GBA to utilize upper aquifer water to help improve water quality and create an additional supplemental water supply.

BOARD TO RECEIVE UPDATES FROM STAFF ON VARIOUS MATTERS AFFECTING THE DISTRICT

GM McGowan presented the Board with an Action Item List dated February 19, 2025, and noted that staff has completed all of the items listed.

GENERAL MANAGER'S REPORT

A. **Prop 84 Grant:**

   I. Downslope Salt Mitigation Pumping Program
   II. OD Pump Station & Pipeline
   III. SJRIP Field Consolidation & Re-Bordering Project
   IV. Short Term Storage Basin

   GM McGowan reported that Mr. McCoy had covered all the Prop 84 projects going on currently and that he had nothing further to add.

REPORTS ON OTHER ITEMS PURSUANT TO GOVERNMENT CODE SECTION 54954.2(a)(3)

FUTURE MEETING DATES

A. Board to Consider Action to Set Special Meeting Date(s):
B. Next Regular Meeting Date: *Nov. 19, 2025, at 9:00 am.*

ADJOURNMENT

With no further business on the agenda, President Barcellos adjourned the meeting at 9:52 am.

Jake Barcellos, President

Patrick McGowan, Secretary