**DEER CREEK IRRIGATION DISTRICT MINUTES OF THE**

**June 2nd, 2025**

**BOARD OF DIRECTORS MEETING**

**PLACE**: Vina Elementary School Library, 4790 D Street, Vina, CA 96092

**TIME**: 5:00 P.M.

**DIRECTORS PRESENT:** Linda Pitter, Jeff Rabo, Doug Amato, Jake Thompson, Patrick Johnson

**DIRECTORS ABSENT:** Patrick Johnson arrived at 5:55pm

The meeting was called to order by Board President, Linda Pitter at 5:08 pm. The Pledge of Allegiance followed immediately after the call to order. Secretary, Jennifer Salisbury, recorded the minutes. With no corrections to be made to the agenda, Director Rabo moved that the agenda be approved as-is. Director Amato seconded, and the vote was unanimous.

**PUBLIC COMMENT:**

Sue Knox arrived at 5:50pm and presented images of rice boxes that are being installed at Bailey for informational purposes. The board reviewed the photographs and thanked her for sharing them.

**CONSENT AGENDA**

Treasurer Stephens read the minutes from the meeting on April 7th, 2025 aloud. Grammatical revisions were proposed. Director Amato motioned to approve the minutes as amended. Director Rabo seconded, and the vote was unanimous. Treasurer Stephens read the minutes from the previous meeting on May 5th, 2025 aloud. Grammatical revisions were proposed. Director Rabo motioned to approve the minutes as amended. Director Amato seconded, and the vote was unanimous.

Treasurer, Ellen Stephens, presented the following invoices for the period of May 5th, 2025 through June 1st, 2025.

ACH Payments:

* Allevity payroll for period 3.24.2025 - 4.6.2025, $393.73
* Allevity payroll for period 4.21-5.4.2025, $2,072.35
* QuickBooks for June bookkeeping subscription, $65.00
* Allevity payroll correction for period 5.5.2025 - 5.18.2025, ($1,473.67)
* Allevity payroll for period 5.5.2025 - 5.18.2025, $3,876.16
* ClockShark for June timecard subscription, $48.00

 Other Invoices

* #873 Johnny on the Spot, June port-a-potty servicing, $30.00
* #872 Ellen Stephens, Tri Counties bank credit card payment, $1,903.06
* #871 Kurt Frank, May mileage reimbursement ($177.80) and June phone allowance (100.00), $277.80

**REPORTS:**

Treasurer Stephens presented invoices and payments from May 6th to June 2nd, 2025. A bank reconciliation discrepancy regarding a potential double charge was noted. Treasurer Stephens is inquiring about the discrepancy with Allevity. Treasurer Stephens announced her intent to step away from the position of Treasurer at the end of the year.

Ditch Tender Kurt Frank reported that current diversion flows are restricted due to blockage at the diversion channel inlet. Heavy debris loads from prior flooding remains, requiring upstream channel clearing and possible equipment rental. Channel excavation is tentatively scheduled after June 15. The board discussed acquiring materials such as Red Guard for concrete repairs and pre-fabricated gates for future diversion improvements.

**OLD BUSINESS**

Board members confirmed that the Access and Maintenance Policy and accompanying cover letter were successfully distributed to landowners. A discussion followed regarding standardizing mailing methods and tracking undelivered mail. Clarification was provided concerning the maintenance responsibilities for various ditch segments, specifically district-maintained versus privately managed sections.

An update was presented regarding discussions with California Department of Fish and Wildlife, Department of Water Resources, and Trout Unlimited. The 65% diversion repair design is complete, including proposals for armoring, riprap, and spillway structural repairs. Estimated project costs total approximately $424,000. DCID will serve as the lead agency and coordinate a potential update to the topographic survey.

An update was provided on pesticide compliance following a site review by the Tehama County Agricultural Commissioner’s office. While minor suggestions were made, no violations were found.

**NEW BUSINESS**

The board initiated a discussion on the process and timeline for proposing tax assessment rate adjustments. Trout Unlimited informed the board of grant funding opportunities. The board reviewed historical assessment increases and discussed public notification requirements, outreach planning, and the need for updated cost allocation analysis prior to submitting any formal rate change proposals.

**MEETING ADJOURNMENT at 8:30 pm.**