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

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

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

1. **Call to Order**

The meeting was called to order by Board President Jeff Rabo at 5:03 pm.

1. **Agenda Approval**

With no corrections to be made to the agenda, Director Pitter moved that the agenda be approved as is. Director Thompson seconded and the vote was unanimous to approve the agenda.

1. **Old Business**
2. The Board reviewed the records retention policy as updated by Downey Brand. Ellen Stephens recommended that the District Secretary job description include the stewardship of District documents. Director Rabo suggested that the Board utilize a future meeting in which the Board and members of the constituency assist in the initial review of current District records for organization purposes. Director Pitter made a motion that we accept the records retention policy. Director Thompson seconded the motion and it passed unanimously.
3. Ben Cook from Trout Unlimited reported on progress in obtaining additional grant funding in the amount of $50,000 to be utilized as the remaining cost share requirement of D.C.I.D. for the Automated Head Gates project. Any remaining contribution on behalf of D.C.I.D. would be minimal and likely only require design review by the District. The District would still be required to commit to operation of the automated headgates for a period of 20 years and provide repair and maintenance as needed. Further group discussion followed regarding the estimated amount of maintenance needed and yearly operational costs. Trout Unlimited would assume a construction management role for the project and the District would perform limited oversight. It was also pointed out that the District would be able to claim a conservation value on the annual report submitted to the State. Mr. Cook stated that the water saved by the increased efficiency would still be the District’s water and there was no language in the agreement that suggests D.C.I.D. would be forfeiting conserved water or obligated to leave the conserved water in the Creek. Mr. Cook stated that D.C.I.D. will need to assist with access across private properties in order to construct the project. John Peterson inquired about additional funding for remote cameras to be placed at the headgates for monitoring and security purposes. Ben said it could be looked into, but that currently that component was not part of the grant description. President Rabo requested the inclusion of a force majeure clause and asked Mr. Cook to finalize the proposal for presentation to the Board at the April 4, 2022 meeting.
4. **New Business**
5. Director Pitter presented a draft District budget with income and expenses for the 2022 fiscal year, with previous year’s income and expenses by category. Phil Sunseri provided a budget spread sheet template for District use. An in depth group discussion of each line item resulted in the assembly of a draft budget for the 2022 year. The Board agreed to review the items further and potentially adopt the budget at the next Board meeting.
6. **Public Comment**

John Peterson informed the Board that he would like to continue use of District water on Soske’s orchard during the 2022 irrigation year.

Keith Bentz requested that arrangements be made for the removal of the District safe from his property.

1. **Meeting Adjournment**

The meeting was adjourned at 10:06 pm.