

**DEER CREEK IRRIGATION DISTRICT MINUTES OF THE
FEBRUARY 6, 2023 BOARD OF DIRECTORS MEETING**

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

DIRECTORS ABSENT: Patrick Johnson

The meeting was called to order by Board President Jeff Rabo at 5:02pm. Secretary Donna Mullen recorded the minutes. Ellen Stephens requested that the Irrigation Report be presented before the Treasurer's Report. Director Pitter moved that the agenda be approved as amended. Director Thompson seconded, and the vote was unanimous. Director Pitter read the minutes from the January 16, 2023 regularly scheduled meeting. Director Pitter moved to approve the minutes as amended. Director Amato seconded the motion, and the vote was unanimous to approve the minutes.

Treasurer Ellen Stephens presented the following checks for signature:

1. \$96.49 to Cevin Dietz for work boot reimbursement
2. \$507.76 to Jeff Rabo for reimbursement of 112 bags of concrete purchased on behalf of the District for ditch repairs
3. \$540.00 to Gregory Engineering for preparation and submittal of the Supplemental Statement of Diversion report to the State Water Board

President Rabo provided the irrigation report. Stock water continues to be delivered to Sheep Camp ditch. Ditch Tender Melvin Quezada performed a flushing of the south main irrigation canal, and continued to place removed debris in piles for burning. Todd Leininger's property is the only orchard currently planning to receive frost water. Zack Drake has completed the ditch excavation and clearing between Rubel Dam and the pipe crossing at Reed Orchard Road. Cevin Dietz has continued to perform concrete repairs to the ditch along Leininger Road.

Treasurer Ellen Stephens provided the Treasurer's Report. Ellen reported all water revenues having been received, and four bank deposits made totaling \$75,685.51. Ellen presented the reconciliation report and announced that the account balance as of January 23rd is \$197,625.41. Discussion followed regarding issued checks that have yet to clear. Ellen stated that she completed the 2021 Financial Transactions Report and filed it on time with the State Controller's office and it was accepted as a draft submittal because the District audit is still in progress. A tax packet was received from Allevery for 2022 and they filed the statement. Ellen also received employee W2s for 2022. Ellen presented the Profit and Loss Statement, Statement of Cash Flows and Balance Sheets for 2022 and provided a summary explanation to the Board regarding the importance of all three statements being consistent with one another.

The Board reviewed the draft budget as discussed at the previous meeting. Each budget category and its corresponding budget value was read aloud. Based on projected income, projected expenses will exceed income by about \$50,000 for 2023. Director Pitter made a motion to approve the budget as presented and Director Thompson seconded the motion. With no further discussion, the vote was unanimous, and the motion carried.

President Rabo presented information that will be utilized to prepare Resolution 2023-04, which will provide a cost breakdown for document duplication in response to public records requests. Examples of document duplication costs and public records request response outlines were presented for board review and discussion. After further discussion, it was determined that a

table style presentation of associated duplication costs similar to that of Santa Clara Valley Water might be the best suited for the District.

The Board reviewed the possibility of the District's auditor preparing and submitting the State Controller's Report. This was originally presented as an option when the auditor's cost proposal was submitted to the District however, in an attempt to save some money, Treasure Stephens volunteered to prepare and submit the report. After having prepared and submitted the 2021 report, Treasurer Stephens has requested that the Board consider having the auditor perform the task in the future. With no objections, Director Pitter made a motion to have the District's current auditor complete and submit the State Controller's Report to the State Controller's office. Director Thompson seconded the motion. The vote was unanimous, and the motion carried.

An open discussion and conversation was had amongst the Board members and members in attendance regarding District voter eligibility. This was the beginning of what will be a lengthy conversation on the topic, and the Board plans to further discuss methods for performing member outreach in order to solicit feedback on the topic.

PUBLIC COMMENT

There were no public comments.

MEETING ADJOURNMENT at 8:10pm.