

**DEER CREEK IRRIGATION DISTRICT MINUTES OF THE  
JANUARY 16, 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, Patrick Johnson, Jake Thompson, Doug Amato

The meeting was called to order by Board President Jeff Rabo at 5:08 pm. Treasurer Ellen Stephens recorded the minutes. President Rabo made a request that item 6.a immediately follow the Reports section. Director Pitter made a motion to approve the agenda as amended. Director Johnson seconded and the vote was unanimous. Director Pitter read aloud the minutes from the December 19, 2022 regularly scheduled meeting. Director Johnson moved to approve the minutes as amended. Director Pitter seconded the motion, and the vote was unanimous.

Treasurer Ellen Stephens presented the following four checks for signature:

1. \$99.00 to Ellen Stephens for reimbursement of McAfee Virus Protection program
2. \$30.00 to John Pitter for reimbursement of gate latch repair materials
3. \$746.01 to Jeff Rabo for reimbursement employee safety materials and ditch maintenance materials
4. \$108.22 to Los Molinos Hardware for employee and manager account charges to purchase maintenance materials.

The year end account balance for 2022 was reported as \$127,700.36.

President Rabo provided a status report of current water deliveries. Currently the only water delivery is for stock water to Sheep Camp ditch. Maintenance and repairs have been occurring throughout the District, including excavation of the District's main canals, repair of concrete lined ditches, and routine removal of debris from within the ditches. A reminder was also provided in regard to Melvin's current work schedule consisting of Monday through Friday from 9:30am to 2pm, to achieve approximately 20 to 24 hours each week during the non-irrigation season.

President Rabo suggested that Board Officers be nominated each year as has been previously presented by the by-laws committee, and no Board member should serve for more than two consecutive terms for any officer position. Each position term length shall be for a period of one year. Director Pitter moved to nominate Jeff Rabo as President. Director Amato seconded the motion. With all in favor, and Director Rabo abstaining, the motion passed. Director Amato then moved to nominate Linda Pitter as Vice President. Director Thompson seconded the motion. With all in favor, and Director Pitter abstaining, the motion passed.

President Rabo presented Resolution 2023-01; Employee Property Agreement. With no further discussion, Director Pitter made a motion to approve the Resolution. Director Johnson seconded the motion and the vote was unanimous.

President Rabo presented Resolution 2023-02; Employee Wader Program. With no further discussion, Director Pitter made a motion to approve the Resolution. Director Thompson seconded the motion and the vote was unanimous.

Treasurer Stephens presented her findings in regard to the District potentially ascertaining a District Credit Card. Discussion followed on benefits of a Tri Counties credit card versus charge accounts at numerous vendor locations. Director Amato offered to perform more research on credit cards. President Rabo suggested that discussion of this item be continued to the second meeting in February.

President Rabo provided a summary of the SB 155 modifications to annual reporting. The Supplemental Statement of Diversion reporting deadline has changed from April 1<sup>st</sup> to February 1<sup>st</sup>, and the reportable data now coincides with the standard irrigation season which spans from October 1<sup>st</sup> to September 30<sup>th</sup>. Gregory Engineering can prepare the SSOD report for the same price as last year. Director Pitter made a motion to authorize Gregory Engineering to prepare the Annual Report for year ending 2022. Director Thompson seconded the motion, and the vote was unanimous.

President Rabo presented Resolution 2023-03; Materials and Services Procurement Policy. A draft copy of the policy was originally provided by District Counsel last year. After a discussion regarding spending limits, Director Thompson made a motion to approve the Resolution 2023-03 as is. Director Amato seconded the motion and the vote was unanimous to approve the Materials and Services Procurement Policy.

The Board received a letter from the Resource Conservation District requesting a letter of support for their grant application. They are seeking grant money that would be utilized to assist in their research and data collection of wells within the County. Discussion followed on whether or not the District should provide a letter of support. President Rabo suggested that a vote should be representative of the District members, and made a request for a motion. No motion was made, and the request will be denied.

The remainder of the meeting was spent performing an in depth review of past and present budget categories and expenditures. Ellen Stephens provided the Board with suggestions regarding organization of budget categories, and the Board assembled a comprehensive list of budget items that will be classified into categories that should help with a future tax rate study. Treasurer Stephens will prepare the final draft budget and send it out to the Board for review.

#### **PUBLIC COMMENT**

There were no public comments.

**MEETING ADJOURNMENT at 10:34pm.**