

**DEER CREEK IRRIGATION DISTRICT MINUTES OF THE
October 20, 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 (6:12 P.M.)

DIRECTORS ABSENT: None

The meeting was called to order by Board President, Linda Pitter at 5:10 P.M. the Pledge of Allegiance followed immediately after the call to order. Interim Secretary, Steven Lockwood recorded the minutes. With no corrections to be made to the agenda, Director Rabo moved that the agenda be approved as-is. Director Thompson seconded, and the vote was unanimous.

PUBLIC COMMENT

Director Pitter made a request for the District to assist with advance notifications to landowners when pesticides are being applied to agricultural crops within the District. Ellen Stephens expressed concern that advance notification is not always easy to provide nor is it a requirement of the County, however, as an orchard owner she would do her best to provide advance notice to neighbors adjacent to their properties prior to applying pesticides. Director Amato agreed that he would try to do the same for neighbors adjacent to his property.

CONSENT AGENDA

Director Rabo read the minutes from the previous meeting on October 20th, 2025, aloud. Director Amato moved to approve the minutes as-read. Director Thompson seconded, and the vote was unanimous.

Treasurer, Ellen Stephens presented the following invoices for the period of September 15th, 2025 through October 20th, 2025:

ACH Payments

- ClockShark, October time clock services, \$49.00
- Allevery, payroll for 8.25.25 - 9.07.25, \$2,100.76
- QuickBooks, October bookkeeping subscription, \$75.00
- Allevery, payroll for 9.08.25 - 9.21.25, \$2,067.05
- Allevery, payroll for 9.22.25 - 10.05.25, \$2,143.53

Other Invoices:

- #891 Kurt Frank, September mileage (271 miles @ \$.70 = \$189.70) + October phone allowance (\$100.00) = \$289.70
- #892 Johnny on the Spot, October port-a-potty servicing, \$30.00
- #893 Johnny on the Spot, November port-a-potty servicing, \$30.00
- #894 Horton, McNulty and Saeteurn, 2022 and 2023 audits, \$3,000.00
- #895 Tri Counties Bank, September credit card, \$759.57 (CDFW LSA permit)
- #896 Downey Brand, August legal services, \$1,380.00

REPORTS

Treasurer: Ellen Stephens, reported a bank statement ending balance of \$157,251.87 for the month of October, with an adjusted register balance of \$148,341.16. the District received a credit of \$29.78 for the Tri Counties Bank credit card. Golden State Risk Management (GSRMA) requested a payroll estimate for 2026, and Treasurer Stephens submitted the 2026 budget figure in response. Treasurer Stephens noted that the insurance premium typically increases by 3% annually and that a refund ^{may} be expected when GSRMA performs its year end true-up.

↑
may

Irrigation: Director Rabo reported that there have been no calls for irrigation water for a couple of weeks likely because of cooling temperatures and periodic precipitation. The irrigation season is wrapping up and stock water deliveries have begun.

Staff: Director Rabo reported that the new CDFW Lake and Streambed Alteration Agreement has been finalized. The District will need to renew the Agreement in 5 years.

OLD BUSINESS

Ad Hoc Project and Funding Committee: Director Rabo reported that the work on the diversion repairs had begun, and Meyers Earthworks had excavated material adjacent to the concrete diversion channel and installed a 4' deep section of rip-rap rock. Work had begun on the excavation and rip-rap placement for the reinforcement of the levee near the paddle wheel but will not be completed until the Meyer's crew returns the week of October 20th.

District Audit: President Pitter presented the final draft of the District's audits for 2022 and 2023 prepared by Horton, McNulty and Saeturn LLP. Director Rabo made a motion to approve the 2022 and 2023 audits as presented. Director Amato seconded and the motion was unanimous.

District Treasurer and Secretary: The Board talked briefly to Mr. Stephen Lockwood about his interest in the positions and whether he had any questions for the Board. Mr. Lockwood had agreed to record the meeting minutes for the current Board meeting so that he could get a feel for the process while having the assistance of Secretary Jennifer Salisbury. Director Rabo motioned to approve hiring Mr. Lockwood for the position of Secretary and Treasurer. Director Thompson seconded and the vote was unanimous.

District Well Ownership: Director Rabo reported that DWR is still in the process of releasing ownership of the well to DCID. DWR will coordinate a site visit of the well for the purpose of their internal environmental assessment. It is uncertain how long it will take for DWR to complete the process, or when DCID should expect to see any transfer documents from DWR.

MEETING ADJOURNMENT

The meeting was adjourned at 7:05 P.M.