

Meeting Minutes

Regular meeting of Scott Valley and Shasta Valley Watermaster District Board of Directors

Date: May 27, 2026

Location: Yreka, California 96097

Directors Present: Rod Dowse, Jeff Fowle, Tony Bishop, Rick Lemos

~~**Absent:**~~ Jim Morris

Others in Attendance: SSWD Staff: Leah Grassman and Diego Salido

1. Call to Order

- a. Establish a Quorum – A quorum is established. Meeting is called to order at 6:32 pm by Chairman Dowse
- b. Agenda Adjustments and Approval – Regular Meeting, May 27, 2026
ACTION: Approve the agenda as presented
MOTION: Fowle **SECOND:** Bishop **AYES:** Dowse, Lemos, Fowle, Bishop **NOES:** None
ABSTENTIONS: None

2. Approval of Minutes

- a. Regular Meeting, March 25, 2026
ACTION: Approve the minutes as presented
MOTION: Fowle **SECOND:** Lemos **AYES:** Dowse, Bishop, Fowle, Lemos **NOES:** None
ABSTENTIONS: None

3. Public Comment

- a. No public comment

4. Old Business (possible action items)

- a. Leah provided a status update on current elections process – No action taken

5. New Business (possible action items)

- a. Revised State Water Board Contract Billing and Staff Rates
ACTION: Continue Billing SWB at max billable rate under new contract, approval of 8% increase (SWB Rate) to Watermaster 2 Position and 3% increase (SWB Rate) to Watermaster Technician position effective April 1, 2026.
MOTION: Fowle **SECOND:** Bishop **AYES:** Dowse, Lemos, Fowle, Bishop **NOES:** None
ABSTENTIONS: None

- b. Review and possible approval of Financial Audit ending 2021 and 2022 FY – Direction to Staff – Table Item
- c. Approval of Contract for Services with Rhonda Muse
ACTION: Approval of employment with Rhonda Muse at a rate of \$50 per hour
MOTION: Bishop **SECOND:** Lemos **AYES:** Dowse, Fowle, Lemos, Bishop **NOES:** None
ABSTENTIONS: None

6. Financials (possible action items)

- a. Review and possible approval of 2025-26 FY Amended Budget
ACTION: Approval of the 2025-26 FY Amended Budget
MOTION: Fowle **SECOND:** Lemos **AYES:** Dowse, Bishop, Lemos, Fowle **NOES:** None
ABSTENTIONS: None
- b. Review and possible approval of 2026-27 FY Draft Budget
ACTION: Approval of the 2026-27 FY Budget with one change: move \$1800 to Rhonda's position on the Summary Page from District Administration
MOTION: Fowle **SECOND:** Bishop **AYES:** Dowse, Lemos, Bishop, Fowle **NOES:** None
ABSTENTIONS: None
- c. Review and approval of 2026-27 FY Service Fees for Billing (Admin Fee of \$120 and Per Acre Foot Rate of \$0.583)
ACTION: Approval of Service Fees in the 2026-27 FY Budget
MOTION: Fowle **SECOND:** Lemos **AYES:** Dowse, Bishop, Lemos, Fowle **NOES:** None
ABSTENTIONS: None
- d. Review and approval of the District's financial reports and outstanding payables
ACTION: Approval of District's financial reports and outstanding payables in the amount of \$8,513.52
MOTION: Bishop **SECOND:** Lemos **AYES:** Dowse, Fowle, Lemos, Bishop **NOES:** None
ABSTENTIONS: None
- e. Review and ratification of the District's payroll expenses for April and May 2026
ACTION: Approval and ratification of the April and May payroll expenses
MOTION: Bishop **SECOND:** Lemos **AYES:** Dowse, Fowle, Lemos, Bishop **NOES:** None
ABSTENTIONS: None

7. Closed Session

- a. Public Employee Annual Performance Evaluation – Assistant Watermaster (Government Code Section 54957 (b)(1))
- b. Public Employee Annual Performance Evaluation – Deputy Watermaster (Government Code Section 54957 (b)(1))

8. Report on Closed Session

- a. Chairman Dowse reported that the Board completed the annual performance evaluation of the Assistant Watermaster and approved a salary adjustment effective July 1, 2026.
- b. Chairman Dowse reported that the Board completed the annual performance evaluation of the Deputy Watermaster and approved a salary adjustment effective July 1, 2026.

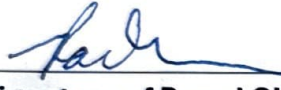
9. Staff and Board Member Reports

- a. Deputy Watermaster and Jr Deputy Watermaster presented written reports.

10. Next Regular Meeting – July 29, 2026 @ 6:30pm.

11. Adjournment- 8:40 PM

Minutes approved [] as presented [] with the corrections on the 29th day of July 2026.



Signature of Board Chairman



Signature of Secretary