9418-C Midway / PO Box 98
Durham, CA 95938
(530) 343-1594
https://www.didwater.org/

Durham Irrigation District
Board of Directors
Zoom Guidance for Meeting Attendance

Remote Meeting via Zoom (see below)

Special Notice: Pursuant to California Governor Gavin Newsom's Executive Order N-29-20 issued on March 17, 2020, relating to the convening of public meetings in response to the COVID-19 pandemic, Durham Irrigation District will be closing the Board of Directors Meetings to members of the public and non-essential District staff.

The public may listen to and/or participate in this meeting via landline or mobile telephone or via computer, with video and audio enabled or audio only. If you wish to comment on an item, but do not wish to participate during the meeting, the public may submit comments prior to the meeting via email to info@didwater.org before 5:00 p.m. on the day of the Board Meeting and they will be read into the record.

ACCESSING THE ONLINE MEETING:

We recommend logging-in 15 minutes early (at 5:15 pm) to get set up and address any technical issues before the meeting starts. When you access the meeting, you will be placed into a waiting room and admitted into the meeting by the meeting hosts. There are four methods for joining the meeting:

1. **From Computer - One Click to Join**
https://zoom.us/j/93975668769?pwd=OUxZMTcyRGwva1hhMytJZkZ3UHNadz09
2. **From Computer Web Browser**
https://zoom.us/join
When prompted, use Meeting ID: 939 7566 8769
Passcode: 364566
3. **From your Mobile Phone: One-Tap Mobile**
+16699009128,,93975668769#,,,,*634114#
4. **Dial-in using your Mobile Phone or Landline:**
+1 669 900 9128
When prompted, use Meeting ID: 939 7566 8769
Passcode: 634114

If you experience any issues connecting to the meeting, please call or text
Durham Irrigation District at (530) 570-2309 for assistance.

Please note that when you access the meeting, you will be placed into a waiting room and admitted into the meeting by the meeting host.

- The Board of Directors is committed to making its meetings accessible to all citizens. If you need a special accommodation to participate in the meeting, please contact the District Administrative Office at (530) 343-1594 or info@didwater.org at least 24 hours in advance of the meeting.
- The Board of Directors or its President pursuant to Government Code section 54954.3 reserves the right to impose reasonable rules governing public participation on agenda and non-agenda items, including limiting the total amount of time allocated to public testimony on particular issues and for each individual speaker.

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Durham Irrigation District Board of Directors
Board Meeting
August 16, 2022 - 5:30 PM
AGENDA

COPIES OF THIS AGENDA AVAILABLE FROM:
Durham Irrigation District Office or Online at www.didwater.org

Posted: 3:00PM, August 12, 2022 at 9418-C Midway, Durham, CA 95938 and www.didwater.org

Board of Directors:	District Staff:
Matt Doyle, Chair	Jeff Carter, District Counsel
Raymond Cooper, Director	Mark Adams, District Engineer
Kevin Phillips, Director	Mike Butler, Water Operator
	Jeannie Trizzino, Administrative Assistant

AGENDA ITEMS:

1 CALL TO ORDER

1.1 Roll Call/Establishment of Quorum

1.2 Consideration of Resolution 2022-08 authorizing remote teleconference/Zoom meetings of the DID Board for the period of 30-days.

Action Requested: That the Board consider and approve Resolution 2022-08 of the Durham Irrigation District Board authorizing remote teleconference meetings of the Board for 30 days pursuant to the Ralph M. Brown Act and California Assembly Bill 361.

1.3 Introduction of Guests

2 PUBLIC COMMENT

Members of the public wishing to address the Board on items not listed on the Agenda.
The Durham Irrigation District Board of Directors may take official action only on items included in the posted agenda for a specific scheduled meeting. Items addressed during the Public Comment section are generally matters not included on the agenda and therefore, the Board will not take action at this scheduled meeting. However, such items may be put on the agenda for a future meeting. The public shall have the opportunity to address items that are on the posted agenda. Speakers shall be limited to three minutes each.

3 PRESENTATIONS

All Items Informational/Possible Action
None.

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4 CONSENT AGENDA

All items listed under the Consent Agenda are considered to be routine and will be enacted by one motion unless an item is removed. Resolutions will be read by title only. There will be no separate discussion of these items unless members of the Board, or persons in the audience, request specific items to be removed from the Consent Agenda to the Regular Agenda for separate discussion, prior to the time the Board votes on the motion to adopt the Consent Agenda. If any item(s) are removed from the Consent Agenda, the item(s) will be considered immediately following action on the Consent Agenda.

Action Requested: that the Board of Directors approve the Consent Agenda.

- 4.1 Monthly Financial Report for July 2022, including:
  - 4.1.1 Balance Sheet
  - 4.1.2 Profit & Loss Statement
  - 4.1.3 Previous Year Comparison
  - 4.1.4 General Ledger
  - 4.1.5 Board Recap, Water Sales and AR Aging Report
- 4.2 Approval of the Warrant Sheet from July 19, 2022 to August 15, 2022, including payments, deposits, and transaction adjustments.
- 4.3 Approval of the minutes for the January 18, 2022 and February 15, 2022 Board Meetings.

5 REGULAR AGENDA

- 5.1 Items Removed from Consent Agenda

6 CORRESPONDENCE

All Items Informational/Possible Action/Direction

- 6.1 Butte County Drought Situation Report (07.26.2022)

7 WATER OPERATIONS BUSINESS

- 7.1 Ongoing/New Business
  All Items Informational/Possible Action/Direction
  - 7.1.1 Sonic well sensor update
  - 7.1.2 CalFire ISO Survey for Fireflow update
- 7.2 Review of Water Operator Log for July 2022 (Operator Mike Butler)
- 7.3 Monthly Work Order Status Report through August 11, 2022

8 GENERAL BUSINESS

- 8.1 District Activities and Status Report from District Engineer.
  (All Items Informational/Possible Action/Direction)
  - 8.1.1 Status Updates and Activities Not Requiring Action
    - 8.1.1.1 Project Update: Bid Package for the Brown/Faber Alley Main Line Replacement Project.

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8.1.1.2 Capital Improvement Plan - Projects and Cost Estimates and set CIP Planning Meeting dates to review identified projects, timeline for implementation, and financial opportunities and constraints.

8.1.1.3 Policy: Sealed Meters

8.1.1.4 Policy: Homeowner incursion of District easement, specifically owner responsibility for damage caused to pipeline caused by trees

8.1.1.5 Annual Audit 2020. Review status of audit activities.
Staff preparing materials for audit firm, MHW and Associates, to commence 2020 audit.

8.1.2 Project Update: USBR Grant and Lead Service Laterals Replacement Projects and Timeline.
Action Requested: Update from District Engineer and staff on status of grant extension and review of proposal for cultural resources review.

8.1.3 Easement Agreement between DID and DUSD for connections along east side of Durham Dayton Highway.
Action Requested: Status update from District Counsel or District Engineer on draft letter agreement.

8.1.4 Biennial Conflict of Interest Update
Action Requested: Guidance on next steps: does Conflict of Interest policy need to be updated; does the Board need to consider and adopt a resolution amending District's 2017 Resolution 2017-03.
Deadline to reply to County Counsel is August 1, 2022.

8.2 Development Projects. Review status of development projects' activities.

8.2.1 Butte County Farm Bureau Project – 9412 Jones Avenue
Action Requested: Will Serve Application and payment received in June 2022. Update from Counsel and Engineer on next steps.

8.3 Sierra Water Utility Contract renewal
Action Requested: Update from Counsel on contract renewal.

8.4 Annual Audit RFP status
Action Requested: RFP search unsuccessful; discuss options.

8.5 Memorandum to Board

8.5.1 Regarding Acct 684 – 2469 Tracy Ranch Road.
Action Requested: Resolution to owner following discussion at June and July board meetings.

8.5.2 Regarding Acct 27 – 2400 Faber Street.
Action Requested: Review and resolve customer matter.

8.6 Options for general management of the District, including, but not limited to, potential General Manager replacement and advertisement.
Action Requested: Continue to review and discuss options for general management of the District and provide direction to staff.

8.7 Update on Accounts Receivable Status.
Action Requested: Update from staff on collections and lien status.

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8.8 Drought Planning for Small Water Suppliers and Rural Communities required under SB 552.
Action Requested: Guidance on SB552 compliance.
Under SB552 small water suppliers are required to (1) have an abridged water shortage contingency plan, (2) annually report their water supply conditions and use, and (3) possibly upgrade their infrastructure to drought-resilient standards.
NOTE: The initial deadlines for small water suppliers are:
--Detect Production Well Groundwater Levels – 1/1/2023
--Be a member of a mutual aid organization – 1/1/2023 - CalWarn -= https://www.calwarn.org/

9 ATTORNEY REPORT

9.1 Updates from Legal Counsel not discussed under other Agenda Items
See Closed Session Item 12.1.

9.2 Updates on 2022 Ballot Measure

9.3 Update on Elections Division Notice of Offices to Be Filled

9.4 Updates on Vina GSA Fee allocation

10 VINA GSA

(All Items Informational/Possible Action/Direction)
See Vina GSA Calendar online here: https://www.vinagsa.org/calendar

10.1 Vina GSA SHAC Meetings

10.2 Vina GSA Board Meetings

10.3 Vina GSA/RCRD GSA Board Meetings

11 DIRECTORS' COMMENTS:

Opportunity for Board comments on items not listed on the Agenda.

12 CLOSED SESSION – if needed

12.1 Conference with counsel on litigation in the matter of *AquAlliance, et al. v. Vina GSA, et al.*

12.2 Consideration of Employment Agreement – Jeannie Trizzino. Pursuant to Government Code Section 54957(b)(1)
Title: Administrative Assistant

12.3 OPEN SESSION CONTINUED – Consideration and Possible Approval of Employment Agreement – Jeannie Trizzino
Action Requested: Approve employment agreement for Jeannie Trizzino.

13 ADJOURNMENT

Adjourn to the next Regular Board Meeting, September 20, 2022.

Attachments

RESOLUTION 2022-08
OF
THE BOARD OF DIRECTORS OF
DURHAM IRRIGATION DISTRICT
AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD
FOR 30 DAYS PURSUANT TO THE RALPH M. BROWN ACT AND
CALIFORNIA ASSEMBLY BILL 361.

WHEREAS, all meetings of the Board of Directors of Durham Irrigation District ("Board") are open and public, as required by the Ralph M. Brown Act (Cal. Gov't Code section 54950 et seq.), so that any member of the public may attend, participate, and view the Board's conduct while conducting their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions and requirements; and

WHEREAS, Government Code section 54953(e) requirements include but are not limited to (1) the existence of a state of emergency declared by the Governor pursuant to Government Code section 8625 and (2) State or local officials have imposed or recommended measures to promote social distancing; and

WHEREAS, on March 4, 2020, Governor Gavin Newsom issued a Proclamation of State of Emergency in response to the COVID-19 pandemic and as of the date of this Resolution, the proclaimed state of emergency remains in effect; and

WHEREAS, on March 17, 2020, Governor Newsom issued Executive Order N-29-20, which suspended and modified the teleconferencing requirements under the Brown Act (California Government Code Section 54950 *et seq.*) to allow local legislative bodies to hold public meetings via teleconference; and

WHEREAS, on June 11, 2021, the Governor issued Executive Order N-08-21, which extended the provisions of N-29-20 concerning the conduct of public meetings through September 30, 2021, and the Governor subsequently signed legislation revising Brown Act requirements for teleconferenced public meetings (Assembly Bill 361, referred to hereinafter as "AB 361"); and

WHEREAS, the Board has considered the circumstances of the state of emergency, including all information related to this matter, the associated staff report and other information relating to COVID-19 and AB 361; and

WHEREAS, based on the foregoing, the Board finds that meeting in person could pose imminent health and safety risks to attendees; and

WHEREAS, in light of the foregoing, the Board desires to continue to have the flexibility to meet via tele/video conference and the Board finds that it shall be permitted to conduct its meetings by teleconferencing without compliance with Government Code section 54953(b)(3) pursuant to section 54953(e), and such meetings shall comply with the requirements to provide the public with access to the meetings as prescribed by section 54953(e)(2).

RESOLUTION 2022-08

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Durham Irrigation District hereby finds as follows:

1. The facts set forth in the above recitals are true and correct and incorporated into this resolution by reference.

2. Pursuant to the Governor's COVID-19 State of Emergency Declaration issued on March 4, 2020, the proclaimed State of Emergency in the State of California currently exists.

3. That meeting in person in the next 30 days could pose imminent health and safety risks to attendees; and

4. That the Board approves meeting via teleconference for all Regular and Special Meetings of the Board for the 30 days following this Resolution, in accordance with Government Code Section 54953(e)(1)(C) and other applicable provisions of the Brown Act.

5. This Resolution shall take effect immediately upon its adoption and shall be effective for 30 days, or at such time the Board adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the Board may continue to teleconference without compliance with Section 54953(b)(3) of the Brown Act.

ADOPTED this 16th day of August 2022 by the following vote of the Board of Directors:

AYES:
NOES:
ABSTAIN:
ABSENT:

Durham Irrigation District

_____
Matt Doyle, Chair

ATTEST:

_____
Kevin Phillips, Secretary

Durham Irrigation District
Balance Sheet
As of July 31, 2022

4.1.1

	Jul 31, 22
ASSETS	
Current Assets	
Checking/Savings	
Current Assets	
Cash	265,117.15
Cash on Hand	100.00
Development Fees	36,660.24
Savings	14,379.72
Total Current Assets	316,257.11
Total Checking/Savings	316,257.11
Total Current Assets	316,257.11
Fixed Assets	
CAPITAL ASSETS	
Depreciable Assets	
Equipment	44,352.70
Mains	623,540.00
Pumps	172,575.00
Structures	16,084.00
Wells	127,486.00
Less Accum. Dep'n	-434,456.00
Total Depreciable Assets	549,581.70
Total CAPITAL ASSETS	549,581.70
Non-Depreciable Assets	
Land	20,331.00
Total Non-Depreciable Assets	20,331.00
Total Fixed Assets	569,912.70
TOTAL ASSETS	**886,169.81**
LIABILITIES & EQUITY	
Equity	
NET POSITION	
Net Investment in Capital Asset	566,549.00
Total NET POSITION	566,549.00
Unrestricted Net Assets	332,467.50
Net Income	-12,846.69
Total Equity	886,169.81
TOTAL LIABILITIES & EQUITY	**886,169.81**

Durham Irrigation District
Profit & Loss
January through July 2022

4.1.2

	Jan 22	Feb 22	Mar 22	Apr 22	May 22
Ordinary Income/Expense					
Income					
Water Sales Income					
OPERATING REVENUES					
Demand Fees	30.00	60.00	0.00	30.00	0.00
Water Sales	28,168.13	27,359.82	34,235.89	32,222.84	34,308.75
Total OPERATING REVENUES	28,198.13	27,419.82	34,235.89	32,252.84	34,308.75
Total Water Sales Income	28,198.13	27,419.82	34,235.89	32,252.84	34,308.75
Total Income	28,198.13	27,419.82	34,235.89	32,252.84	34,308.75
Expense					
Contract Services					
Accounting Fees	837.00	5,978.00	474.75	525.00	543.75
Engineering Support	990.00	1,350.00	770.00	1,980.00	660.00
Legal Fees	0.00	3,558.60	3,645.00	2,565.00	3,645.00
Water Operations Mgmt.	0.00	0.00	0.00	0.00	0.00
Total Contract Services	1,827.00	10,886.60	4,889.75	5,070.00	4,848.75
OPERATING EXPENSES					
Administration					
Board Stipends	300.00	300.00	400.00	500.00	500.00
Contract Services	821.72	0.00	0.00	273.90	0.00
District Wages, Taxes, Insur.					
Insurance	1,191.73	0.00	0.00	0.00	0.00
Payroll Service Fees	270.82	110.38	117.48	117.48	117.48
Payroll Tax Expense	193.15	235.80	203.76	-5.11	110.37
Wages	2,018.50	2,024.00	1,749.00	1,875.50	2,535.50
Total District Wages, Taxes, Insur.	3,674.20	2,370.18	2,070.24	1,987.87	2,763.35
Fees, Dues, Memberships	4,099.79	0.00	-190.00	0.00	0.00
Office Expense					
Meals	0.00	0.00	0.00	26.04	0.00
Postage	0.00	506.02	200.00	0.00	307.38
Software	0.00	0.00	0.00	0.00	114.99
Supplies	251.20	120.08	0.00	0.00	335.14
Website Hosting	75.00	75.00	75.00	75.00	75.00
Total Office Expense	326.20	701.10	275.00	101.04	832.51
Rent	450.00	450.00	450.00	556.02	650.00
Software Fees	100.00	100.00	220.00	100.00	100.00
Utilities					
Garbage	118.06	124.16	124.16	124.16	124.16
Gas & Electric	3,677.44	3,572.71	4,193.02	4,625.10	4,878.10
Telephone/Internet	179.64	323.51	179.75	179.71	179.71
Total Utilities	3,975.14	4,020.38	4,496.93	4,928.97	5,181.97
Water System Maint,Repair,Repl					
Regular Operations & Maint					
O & M Supplies	0.00	679.26	2,445.81	2,511.82	3,040.65
Water Testing Fees	76.80	450.00	126.40	251.40	225.60

Durham Irrigation District
Profit & Loss
January through July 2022

	Jan 22	Feb 22	Mar 22	Apr 22	May 22
Weed Management	800.00	800.00	800.00	800.00	800.00
Total Regular Operations & Maint	876.80	1,929.26	3,372.21	3,563.22	4,066.25
Water System Repair & Repl.+					
Repairs	3,288.20	0.00	1,506.32	2,122.70	6,870.60
Contractor	3,400.00	0.00	2,378.59	16,221.50	4,665.00
Water Operator	3,140.00	3,140.00	3,140.00	3,140.00	3,140.00
Total Water System Repair & Repl.+	9,828.20	3,140.00	7,024.91	21,484.20	14,675.60
Total Water System Maint,Repair,Repl	10,705.00	5,069.26	10,397.12	25,047.42	18,741.85
Total Administration	24,452.05	13,010.92	18,119.29	33,495.22	28,769.68
Bank Service Charges	219.44	272.01	239.86	268.17	214.35
Total OPERATING EXPENSES	24,671.49	13,282.93	18,359.15	33,763.39	28,984.03
Total Expense	26,498.49	24,169.53	23,248.90	38,833.39	33,832.78
Net Ordinary Income	1,699.64	3,250.29	10,986.99	-6,580.55	475.97
Other Income/Expense					
Other Income					
NON-OPERATING REVENUE					
Interest Income	0.12	0.11	0.12	0.12	0.12
Total NON-OPERATING REVENUE	0.12	0.11	0.12	0.12	0.12
SPECIAL PROJECTS					
Development Projects Income					
Payments Received	0.00	0.00	0.00	0.00	0.00
Total Development Projects Income	0.00	0.00	0.00	0.00	0.00
Total SPECIAL PROJECTS	0.00	0.00	0.00	0.00	0.00
Total Other Income	0.12	0.11	0.12	0.12	0.12
Other Expense					
Special District Projects					
Expenses					
Agency Fees	0.00	0.00	0.00	431.95	0.00
Development Project Fees	0.00	1,847.50	0.00	0.00	0.00
Total Expenses	0.00	1,847.50	0.00	431.95	0.00
Total Special District Projects	0.00	1,847.50	0.00	431.95	0.00
Total Other Expense	0.00	1,847.50	0.00	431.95	0.00
Net Other Income	0.12	-1,847.39	0.12	-431.83	0.12
Net Income	**1,699.76**	**1,402.90**	**10,987.11**	**-7,012.38**	**476.09**

Durham Irrigation District
Profit & Loss
January through July 2022

	Jun 22	Jul 22	TOTAL
Ordinary Income/Expense			
Income			
Water Sales Income			
OPERATING REVENUES			
Demand Fees	90.00	0.00	210.00
Water Sales	44,673.09	44,892.79	245,861.31
Total OPERATING REVENUES	44,763.09	44,892.79	246,071.31
Total Water Sales Income	44,763.09	44,892.79	246,071.31
Total Income	44,763.09	44,892.79	246,071.31
Expense			
Contract Services			
Accounting Fees	506.25	543.75	9,408.50
Engineering Support	3,900.00	1,210.00	10,860.00
Legal Fees	2,992.50	0.00	16,406.10
Water Operations Mgmt.	3,140.00	0.00	3,140.00
Total Contract Services	10,538.75	1,753.75	39,814.60
OPERATING EXPENSES			
Administration			
Board Stipends	300.00	400.00	2,700.00
Contract Services	0.00	0.00	1,095.62
District Wages, Taxes, Insur.			
Insurance	5,450.96	0.00	6,642.69
Payroll Service Fees	123.20	184.80	1,041.64
Payroll Tax Expense	225.93	135.91	1,099.81
Wages	2,953.50	1,776.50	14,932.50
Total District Wages, Taxes, Insur.	8,753.59	2,097.21	23,716.64
Fees, Dues, Memberships	0.00	4,000.00	7,909.79
Office Expense			
Meals	0.00	0.00	26.04
Postage	0.00	0.00	1,013.40
Software	0.00	0.00	114.99
Supplies	210.69	209.88	1,126.99
Website Hosting	75.00	75.00	525.00
Total Office Expense	285.69	284.88	2,806.42
Rent	788.00	650.00	3,994.02
Software Fees	100.00	100.00	820.00
Utilities			
Garbage	124.16	124.16	863.02
Gas & Electric	5,507.66	8,280.35	34,734.38
Telephone/Internet	194.91	195.13	1,432.36
Total Utilities	5,826.73	8,599.64	37,029.76
Water System Maint,Repair,Repl			
Regular Operations & Maint			
O & M Supplies	2,980.37	4,992.37	16,650.28
Water Testing Fees	275.20	137.27	1,542.67

Durham Irrigation District
Profit & Loss
January through July 2022

	Jun 22	Jul 22	TOTAL
Weed Management	0.00	1,600.00	5,600.00
Total Regular Operations & Maint	3,255.57	6,729.64	23,792.95
Water System Repair & Repl.+			
Repairs	387.47	49,600.13	63,775.42
Contractor	0.00	2,400.00	29,065.09
Water Operator	0.00	3,140.00	18,840.00
Total Water System Repair & Repl.+	387.47	55,140.13	111,680.51
Total Water System Maint,Repair,Repl	3,643.04	61,869.77	135,473.46
Total Administration	19,697.05	78,001.50	215,545.71
Bank Service Charges	303.06	282.18	1,799.07
Total OPERATING EXPENSES	20,000.11	78,283.68	217,344.78
Total Expense	30,538.86	80,037.43	257,159.38
Net Ordinary Income	14,224.23	-35,144.64	-11,088.07
Other Income/Expense			
Other Income			
NON-OPERATING REVENUE			
Interest Income	0.12	0.12	0.83
Total NON-OPERATING REVENUE	0.12	0.12	0.83
SPECIAL PROJECTS			
Development Projects Income			
Payments Received	850.00	0.00	850.00
Total Development Projects Income	850.00	0.00	850.00
Total SPECIAL PROJECTS	850.00	0.00	850.00
Total Other Income	850.12	0.12	850.83
Other Expense			
Special District Projects			
Expenses			
Agency Fees	0.00	0.00	431.95
Development Project Fees	0.00	330.00	2,177.50
Total Expenses	0.00	330.00	2,609.45
Total Special District Projects	0.00	330.00	2,609.45
Total Other Expense	0.00	330.00	2,609.45
Net Other Income	850.12	-329.88	-1,758.62
Net Income	**15,074.35**	**-35,474.52**	**-12,846.69**

Durham Irrigation District
Profit & Loss
January through July 2022

4.1.3

	TOTAL			
	Jan - Jul 22	Jan - Jul 21	$ Change	% Change
Ordinary Income/Expense				
Income				
Water Sales Income				
OPERATING REVENUES				
Demand Fees	210.00	0.00	210.00	100.0%
Meter Sales	0.00	2,600.00	-2,600.00	-100.0%
Water Sales	245,861.31	219,606.45	26,254.86	11.96%
Total OPERATING REVENUES	246,071.31	222,206.45	23,864.86	10.74%
Total Water Sales Income	246,071.31	222,206.45	23,864.86	10.74%
Total Income	246,071.31	222,206.45	23,864.86	10.74%
Expense				
Contract Services				
Accounting Fees	9,408.50	9,133.30	275.20	3.01%
Engineering Support	10,860.00	337.50	10,522.50	3,117.78%
Legal Fees	16,406.10	10,980.00	5,426.10	49.42%
Management & Administration	0.00	17,806.25	-17,806.25	-100.0%
Water Operations Mgmt.	3,140.00	0.00	3,140.00	100.0%
Total Contract Services	39,814.60	38,257.05	1,557.55	4.07%
OPERATING EXPENSES				
Administration				
Board Stipends	2,700.00	3,400.00	-700.00	-20.59%
Contract Services	1,095.62	0.00	1,095.62	100.0%
District Wages, Taxes, Insur.				
Insurance	6,642.69	6,685.89	-43.20	-0.65%
Payroll Service Fees	1,041.64	637.95	403.69	63.28%
Payroll Tax Expense	1,099.81	974.67	125.14	12.84%
Wages	14,932.50	11,313.50	3,619.00	31.99%
Total District Wages, Taxes, Insur.	23,716.64	19,612.01	4,104.63	20.93%
Fees, Dues, Memberships	7,909.79	3,685.76	4,224.03	114.6%
Office Expense				
Meals	26.04	27.92	-1.88	-6.73%
Postage	1,013.40	1,901.72	-888.32	-46.71%
Software	114.99	0.00	114.99	100.0%
Supplies	1,126.99	675.68	451.31	66.79%
Website Hosting	525.00	550.00	-25.00	-4.55%
Total Office Expense	2,806.42	3,155.32	-348.90	-11.06%
Rent	3,994.02	3,256.00	738.02	22.67%
Software Fees	820.00	820.00	0.00	0.0%
Utilities				
Garbage	863.02	816.79	46.23	5.66%
Gas & Electric	34,734.38	35,782.23	-1,047.85	-2.93%
Telephone/Internet	1,432.36	1,907.82	-475.46	-24.92%
Total Utilities	37,029.76	38,506.84	-1,477.08	-3.84%
Water System Maint,Repair,Repl				

Durham Irrigation District
Profit & Loss
January through July 2022

	TOTAL			
	Jan - Jul 22	Jan - Jul 21	$ Change	% Change
Regular Operations & Maint				
O & M Supplies	16,650.28	9,205.81	7,444.47	80.87%
Water Testing Fees	1,542.67	902.40	640.27	70.95%
Weed Management	5,600.00	5,900.00	-300.00	-5.09%
Total Regular Operations & Maint	23,792.95	16,008.21	7,784.74	48.63%
Water System Repair & Repl.+				
Repairs	63,775.42	2,893.56	60,881.86	2,104.05%
Repair Supplies	0.00	1,075.10	-1,075.10	-100.0%
Contractor	29,065.09	21,146.04	7,919.05	37.45%
Water Operator	18,840.00	22,221.25	-3,381.25	-15.22%
Total Water System Repair & Repl.+	111,680.51	47,335.95	64,344.56	135.93%
Total Water System Maint,Repair,Repl	135,473.46	63,344.16	72,129.30	113.87%
Total Administration	215,545.71	135,780.09	79,765.62	58.75%
Bank Service Charges	1,799.07	1,656.12	142.95	8.63%
Total OPERATING EXPENSES	217,344.78	137,436.21	79,908.57	58.14%
Total Expense	257,159.38	175,693.26	81,466.12	46.37%
Net Ordinary Income	-11,088.07	46,513.19	-57,601.26	-123.84%
Other Income/Expense				
Other Income				
NON-OPERATING REVENUEPOther Inc	0.00	850.00	-850.00	-100.0%
NON-OPERATING REVENUE				
Interest Income	0.83	0.83	0.00	0.0%
Total NON-OPERATING REVENUE	0.83	0.83	0.00	0.0%
SPECIAL PROJECTS				
Development Projects Income				
Payments Received	850.00	0.00	850.00	100.0%
Total Development Projects Income	850.00	0.00	850.00	100.0%
Total SPECIAL PROJECTS	850.00	0.00	850.00	100.0%
Total Other Income	850.83	850.83	0.00	0.0%
Other Expense				
Special District Projects				
Expenses				
Agency Fees	431.95	195.60	236.35	120.83%
Development Project Fees	2,177.50	1,587.50	590.00	37.17%
Total Expenses	2,609.45	1,783.10	826.35	46.34%
Total Special District Projects	2,609.45	1,783.10	826.35	46.34%
Total Other Expense	2,609.45	1,783.10	826.35	46.34%
Net Other Income	-1,758.62	-932.27	-826.35	-88.64%
Net Income	**-12,846.69**	**45,580.92**	**-58,427.61**	**-128.18%**

Durham Irrigation District
General Ledger
As of July 31, 2022

Date	Num	Name	Memo	Paid Amount	Balance
Current Assets					351,731.63
Cash					300,591.79
07/01/2022		Paychex		-61.60	300,530.19
07/01/2022		Deposit	Deposit	33.96	300,564.15
07/05/2022		Deposit	Deposit	561.29	301,125.44
07/05/2022		Deposit	Deposit	470.13	301,595.57
07/05/2022		Deposit	Deposit	381.92	301,977.49
07/05/2022		Deposit	Deposit	106.85	302,084.34
07/05/2022		Bank Charge		-282.18	301,802.16
07/06/2022		Deposit	Deposit	3,980.16	305,782.32
07/06/2022		Deposit	Deposit	571.19	306,353.51
07/07/2022		Deposit	Deposit	732.78	307,086.29
07/08/2022		Deposit	Deposit	1,230.16	308,316.45
07/11/2022		Deposit	Deposit	338.50	308,654.95
07/11/2022		Deposit	Deposit	327.74	308,982.69
07/11/2022		Deposit	Deposit	324.11	309,306.80
07/12/2022		Deposit	Deposit	9,687.01	318,993.81
07/12/2022		Deposit	Deposit	435.93	319,429.74
07/13/2022		Deposit	Deposit	2,557.88	321,987.62
07/13/2022		Deposit	Deposit	63.78	322,051.40
07/14/2022		Deposit	Deposit	204.85	322,256.25
07/14/2022		Comcast		-195.13	322,061.12
07/14/2022		Wages		-534.18	321,526.94
07/15/2022		Payroll Taxes		-276.97	321,249.97
07/15/2022		Paychex		-61.60	321,188.37
07/15/2022		Deposit	Deposit	672.36	321,860.73
07/18/2022		Deposit	Deposit	10,824.61	332,685.34
07/18/2022		Deposit	Deposit	2,972.27	335,657.61
07/18/2022		Deposit	Deposit	721.71	336,379.32
07/18/2022		Deposit	Deposit	80.29	336,459.61
07/18/2022		Deposit	Deposit	371.07	336,830.68
07/19/2022	9664	Kevin Phillips	July 2022	-100.00	336,730.68
07/19/2022	9665	James M. Doyle	July 2022	-100.00	336,630.68
07/19/2022	9666	Raymond Cooper	July 2022	-200.00	336,430.68
07/19/2022	9667	Hunt & Sons	hydraulic oil	-228.76	336,201.92
07/19/2022	9668	JC Hernandez Maintenance	May/June 2022 clean-up	-1,600.00	334,601.92
07/19/2022	9669	Pace Analytical Services LLC	Colilert testing/coliform	-137.27	334,464.65
07/19/2022	9672	Sierra Water Utility	chlorine/sonic well sensor	-4,722.37	329,742.28
07/19/2022	9671	Tozier's True Value Hardw...	parts	-41.24	329,701.04
07/19/2022	9673	Brown General Engineering...	parts/labor for pressure ta...	-2,400.00	327,301.04
07/19/2022	9675	Camp & McLaughlin	July 2022 rent	-650.00	326,651.04
07/19/2022	9676	PG & E		-8,280.35	318,370.69
07/19/2022	9677	Recology		-124.16	318,246.53
07/19/2022	9678	Sequoyah		-100.00	318,146.53
07/19/2022	9679	Streamline		-75.00	318,071.53
07/19/2022	9680	Sheryl Bosman	bookkeeping	-543.75	317,527.78
07/19/2022	9681	Northstar Engineering	USBR frant/operational su...	-1,210.00	316,317.78
07/19/2022	9682	Sierra Water Utility	operator services	-3,140.00	313,177.78
07/19/2022	9683	Vina GSA	VinaGSA legal fees	-4,000.00	309,177.78
07/19/2022	9684	Jeannie Trizzino	adobe renewal	-179.88	308,997.90
07/19/2022	9685	Northstar Engineering	Butte Co. Farm/Empire Club	-330.00	308,667.90
07/19/2022		Deposit	Deposit	196.32	308,864.22
07/19/2022	9674	Durham Pump & Irrigation	parts/labor for pressure ta...	-49,600.13	259,264.09
07/20/2022		Deposit	Deposit	330.28	259,594.37
07/20/2022		Deposit	Deposit	41.09	259,635.46
07/21/2022		Deposit	Deposit	1,222.67	260,858.13
07/21/2022		Postalia		-30.00	260,828.13
07/22/2022		Deposit	Deposit	159.53	260,987.66
07/25/2022		Deposit	Deposit	1,524.31	262,511.97
07/25/2022		Deposit	Deposit	142.35	262,654.32
07/25/2022		Deposit	Deposit	75.00	262,729.32
07/27/2022		Deposit	Deposit	2,538.91	265,268.23
07/27/2022		Deposit	Deposit	50.00	265,318.23
07/28/2022		Deposit	Deposit	765.39	266,083.62
07/28/2022		Wages		-746.12	265,337.50
07/29/2022		Deposit	Deposit	196.39	265,533.89

Durham Irrigation District
General Ledger
As of July 31, 2022

Date	Num	Name	Memo	Paid Amount	Balance
07/29/2022		Paychex		-61.60	265,472.29
07/29/2022		Payroll Taxes		-355.14	265,117.15
Total Cash				-35,474.64	265,117.15
Cash on Hand					100.00
Total Cash on Hand					100.00
Development Fees					36,660.24
Total Development Fees					36,660.24
Savings					14,379.60
07/31/2022		Deposit	Deposit	0.12	14,379.72
Total Savings				0.12	14,379.72
Total Current Assets				-35,474.52	316,257.11
CAPITAL ASSETS					549,581.70
Depreciable Assets					549,581.70
Equipment					44,352.70
Total Equipment					44,352.70
Mains					623,540.00
Total Mains					623,540.00
Pumps					172,575.00
Total Pumps					172,575.00
Structures					16,084.00
Total Structures					16,084.00
Wells					127,486.00
Total Wells					127,486.00
Less Accum. Dep'n					-434,456.00
Total Less Accum. Dep'n					-434,456.00
Total Depreciable Assets					549,581.70
Total CAPITAL ASSETS					549,581.70
Non-Depreciable Assets					20,331.00
Land					20,331.00
Total Land					20,331.00
Total Non-Depreciable Assets					20,331.00
NET POSITION					-566,549.00
Net Investment in Capital Asset					-566,549.00
Total Net Investment in Capital Asset					-566,549.00
Total NET POSITION					-566,549.00
Unrestricted Net Assets					-332,467.50
Total Unrestricted Net Assets					-332,467.50
Water Sales Income					-201,178.52
OPERATING REVENUES					-201,178.52
Demand Fees					-210.00
Total Demand Fees					-210.00

Durham Irrigation District
General Ledger
As of July 31, 2022

Date	Num	Name	Memo	Paid Amount	Balance
Water Sales					-200,968.52
07/01/2022		Deposit	Deposit	-33.96	-201,002.48
07/05/2022		Deposit	Deposit	-561.29	-201,563.77
07/05/2022		Deposit	Deposit	-470.13	-202,033.90
07/05/2022		Deposit	Deposit	-381.92	-202,415.82
07/05/2022		Deposit	Deposit	-106.85	-202,522.67
07/06/2022		Deposit	Deposit	-3,980.16	-206,502.83
07/06/2022		Deposit	Deposit	-571.19	-207,074.02
07/07/2022		Deposit	Deposit	-732.78	-207,806.80
07/08/2022		Deposit	Deposit	-1,230.16	-209,036.96
07/11/2022		Deposit	Deposit	-338.50	-209,375.46
07/11/2022		Deposit	Deposit	-327.74	-209,703.20
07/11/2022		Deposit	Deposit	-324.11	-210,027.31
07/12/2022		Deposit	Deposit	-9,687.01	-219,714.32
07/12/2022		Deposit	Deposit	-435.93	-220,150.25
07/13/2022		Deposit	Deposit	-2,557.88	-222,708.13
07/13/2022		Deposit	Deposit	-63.78	-222,771.91
07/14/2022		Deposit	Deposit	-204.85	-222,976.76
07/15/2022		Deposit	Deposit	-672.36	-223,649.12
07/18/2022		Deposit	Deposit	-10,824.61	-234,473.73
07/18/2022		Deposit	Deposit	-2,972.27	-237,446.00
07/18/2022		Deposit	Deposit	-721.71	-238,167.71
07/18/2022		Deposit	Deposit	-80.29	-238,248.00
07/18/2022		Deposit	Deposit	-371.07	-238,619.07
07/19/2022		Deposit	Deposit	-196.32	-238,815.39
07/20/2022		Deposit	Deposit	-330.28	-239,145.67
07/20/2022		Deposit	Deposit	-41.09	-239,186.76
07/21/2022		Deposit	Deposit	-1,222.67	-240,409.43
07/22/2022		Deposit	Deposit	-159.53	-240,568.96
07/25/2022		Deposit	Deposit	-1,524.31	-242,093.27
07/25/2022		Deposit	Deposit	-142.35	-242,235.62
07/25/2022		Deposit	Deposit	-75.00	-242,310.62
07/27/2022		Deposit	Deposit	-2,538.91	-244,849.53
07/27/2022		Deposit	Deposit	-50.00	-244,899.53
07/28/2022		Deposit	Deposit	-765.39	-245,664.92
07/29/2022		Deposit	Deposit	-196.39	-245,861.31
Total Water Sales				-44,892.79	-245,861.31
Total OPERATING REVENUES				-44,892.79	-246,071.31
Total Water Sales Income				-44,892.79	-246,071.31
Contract Services					38,060.85
Accounting Fees					8,864.75
07/19/2022	9680	Sheryl Bosman	bookkeeping	543.75	9,408.50
Total Accounting Fees				543.75	9,408.50
Engineering Support					9,650.00
07/19/2022	9681	Northstar Engineering	Creekside Estates	1,210.00	10,860.00
Total Engineering Support				1,210.00	10,860.00
Legal Fees					16,406.10
Total Legal Fees					16,406.10
Water Operations Mgmt.					3,140.00
Total Water Operations Mgmt.					3,140.00
Total Contract Services				1,753.75	39,814.60
OPERATING EXPENSES					139,061.10
Administration					137,544.21
Board Stipends					2,300.00
07/19/2022	9664	Kevin Phillips	July 2022	100.00	2,400.00
07/19/2022	9665	James M. Doyle	July 2022	100.00	2,500.00
07/19/2022	9666	Raymond Cooper	July 2022	200.00	2,700.00
Total Board Stipends				400.00	2,700.00

Durham Irrigation District
General Ledger
As of July 31, 2022

Date	Num	Name	Memo	Paid Amount	Balance
	Contract Services				1,095.62
	Total Contract Services				1,095.62
	District Wages, Taxes, Insur.				21,619.43
	Insurance				6,642.69
	Total Insurance				6,642.69
	Payroll Service Fees				856.84
07/01/2022		Paychex		61.60	918.44
07/15/2022		Paychex		61.60	980.04
07/29/2022		Paychex		61.60	1,041.64
	Total Payroll Service Fees			184.80	1,041.64
	Payroll Tax Expense				963.90
07/14/2022		Wages		-219.32	744.58
07/15/2022		Payroll Taxes		276.97	1,021.55
07/28/2022		Wages		-276.88	744.67
07/29/2022		Payroll Taxes		355.14	1,099.81
	Total Payroll Tax Expense			135.91	1,099.81
	Wages				13,156.00
07/14/2022		Wages		753.50	13,909.50
07/28/2022		Wages		1,023.00	14,932.50
	Total Wages			1,776.50	14,932.50
	Total District Wages, Taxes, Insur.			2,097.21	23,716.64
	Fees, Dues, Memberships				3,909.79
07/19/2022	9683	Vina GSA	VinaGSA legal fees	4,000.00	7,909.79
	Total Fees, Dues, Memberships			4,000.00	7,909.79
	Office Expense				2,521.54
	Meals				26.04
	Total Meals				26.04
	Postage				1,013.40
	Total Postage				1,013.40
	Software				114.99
	Total Software				114.99
	Supplies				917.11
07/19/2022	9684	Jeannie Trizzino	adobe renewal	179.88	1,096.99
07/21/2022		Postalia		30.00	1,126.99
	Total Supplies			209.88	1,126.99
	Website Hosting				450.00
07/19/2022	9679	Streamline		75.00	525.00
	Total Website Hosting			75.00	525.00
	Total Office Expense			284.88	2,806.42
	Rent				3,344.02
07/19/2022	9675	Camp & McLaughlin	July 2022 rent	650.00	3,994.02
	Total Rent			650.00	3,994.02
	Software Fees				720.00
07/19/2022	9678	Sequoyah		100.00	820.00
	Total Software Fees			100.00	820.00

Durham Irrigation District
General Ledger
As of July 31, 2022

Date	Num	Name	Memo	Paid Amount	Balance
Utilities					28,430.12
Garbage					738.86
07/19/2022	9677	Recology		124.16	863.02
Total Garbage				124.16	863.02
Gas & Electric					26,454.03
07/19/2022	9676	PG & E		8,280.35	34,734.38
Total Gas & Electric				8,280.35	34,734.38
Telephone/Internet					1,237.23
07/14/2022		Comcast		195.13	1,432.36
Total Telephone/Internet				195.13	1,432.36
Total Utilities				8,599.64	37,029.76
Water System Maint,Repair,Repl					73,603.69
Regular Operations & Maint					17,063.31
O & M Supplies					11,657.91
07/19/2022	9667	Hunt & Sons	hydraulic oil	228.76	11,886.67
07/19/2022	9672	Sierra Water Utility	chlorine	4,722.37	16,609.04
07/19/2022	9671	Tozier's True Value Hardw...	parts	41.24	16,650.28
Total O & M Supplies				4,992.37	16,650.28
Water Testing Fees					1,405.40
07/19/2022	9669	Pace Analytical Services LLC	Colilert testing/coliform	137.27	1,542.67
Total Water Testing Fees				137.27	1,542.67
Weed Management					4,000.00
07/19/2022	9668	JC Hernandez Maintenance	May/June 2022 clean-up	1,600.00	5,600.00
Total Weed Management				1,600.00	5,600.00
Total Regular Operations & Maint				6,729.64	23,792.95
Water System Repair & Repl.+					56,540.38
Repairs					14,175.29
07/19/2022	9674	Durham Pump & Irrigation	parts/labor for pressure ta...	49,600.13	63,775.42
Total Repairs				49,600.13	63,775.42
Contractor					26,665.09
07/19/2022	9673	Brown General Engineering...	parts/labor for pressure ta...	2,400.00	29,065.09
Total Contractor				2,400.00	29,065.09
Water Operator					15,700.00
07/19/2022	9682	Sierra Water Utility	chlorine	3,140.00	18,840.00
Total Water Operator				3,140.00	18,840.00
Total Water System Repair & Repl.+				55,140.13	111,680.51
Total Water System Maint,Repair,Repl				61,869.77	135,473.46
Total Administration				78,001.50	215,545.71
Bank Service Charges					1,516.89
07/05/2022		Bank Charge		282.18	1,799.07
Total Bank Service Charges				282.18	1,799.07
Total OPERATING EXPENSES				78,283.68	217,344.78

Durham Irrigation District
General Ledger
As of July 31, 2022

Date	Num	Name	Memo	Paid Amount	Balance
NON-OPERATING REVENUE					-0.71
Interest Income					-0.71
07/31/2022		Deposit	Deposit	-0.12	-0.83
Total Interest Income				-0.12	-0.83
Total NON-OPERATING REVENUE				-0.12	-0.83
SPECIAL PROJECTS					-850.00
Development Projects Income					-850.00
Payments Received					-850.00
Total Payments Received					-850.00
Total Development Projects Income					-850.00
Total SPECIAL PROJECTS					-850.00
Special District Projects					2,279.45
Expenses					2,279.45
Agency Fees					431.95
Total Agency Fees					431.95
Development Project Fees					1,847.50
07/19/2022	9685	Northstar Engineering	Creekside Estates	330.00	2,177.50
Total Development Project Fees				330.00	2,177.50
Total Expenses				330.00	2,609.45
Total Special District Projects				330.00	2,609.45
TOTAL				**0.00**	**0.00**

Monthly Billing Recap 7/1/2022 thru 7/31/2022

		Amount	Count
Water Purchased or Produced this month		0	
Water Sold this month		21,789	
Water System used or accountable loss		0	
Water Loss	**0.00 %**	**21,789**	
Total Water Sales this month		46,758.06	474
Total Penalties this month		282.80	80
Total Adjustments this month		0.00	46
Total of other charges this month		474.00	8
Total Current Charges		**47,514.86**	
Current Balance		804.00	214
30 Days Past Due		1,676.20	13
60 Days Past Due		1,163.22	7
90 Days Past Due		11,714.38	26
Total Accounts Receivable		**15,357.80**	
Total Payments Received		**45,272.23**	398
New Memberships		0.00	1
Active Accounts		14,067.34	475
InActive Accounts		1,290.45	42
Forfeiture Accounts		0.00	0
Average Water Usage		45	
Average Water Charge		98.64	

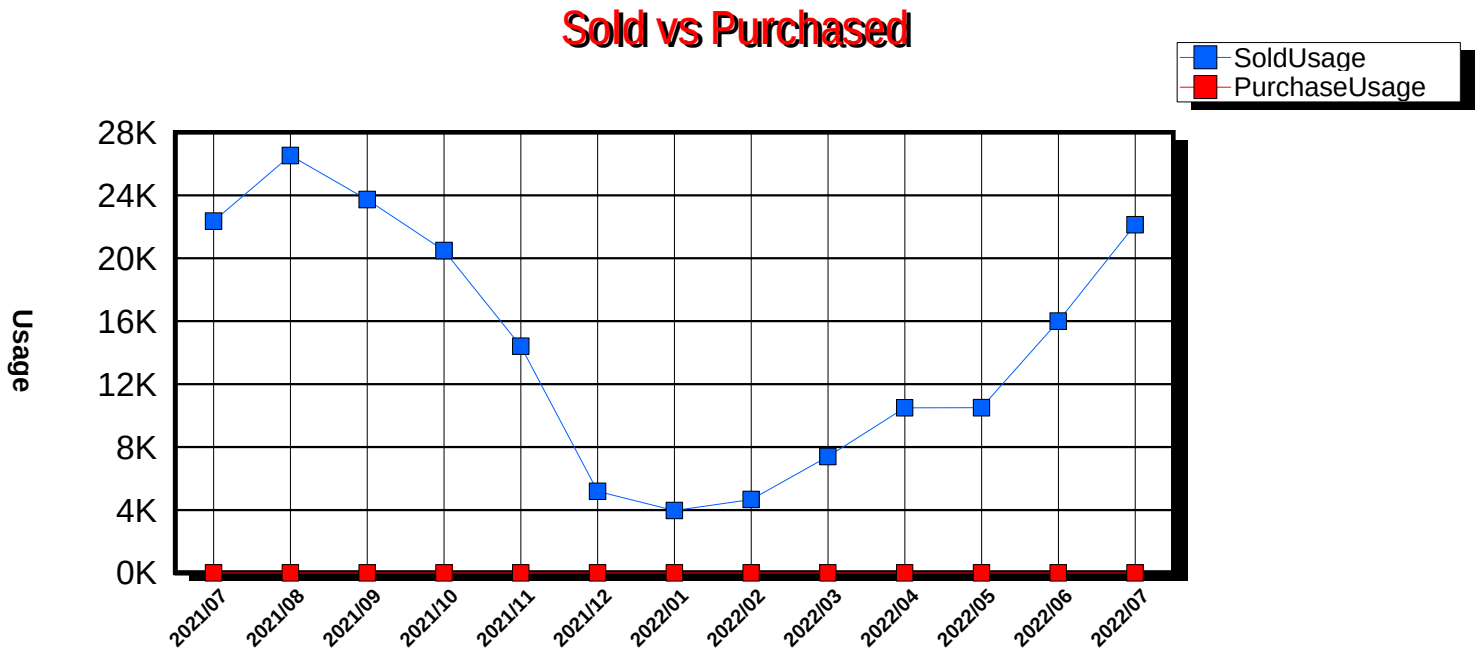
Low Range	High Range	Usage	Count	Sales	%Usage	%Sales
0	0	0	0	0.00	0.00	0.00
0	0	0	127	9,204.69	0.00	19.69
1	2,000	21,789	347	37,553.37	100.00	80.31
2,001	4,000	0	0	0.00	0.00	0.00
4,001	6,000	0	0	0.00	0.00	0.00
6,001	8,000	0	0	0.00	0.00	0.00
8,001	10,000	0	0	0.00	0.00	0.00
10,001	20,000	0	0	0.00	0.00	0.00
20,001	30,000	0	0	0.00	0.00	0.00
30,001	40,000	0	0	0.00	0.00	0.00
40,001	50,000	0	0	0.00	0.00	0.00
50,001	999,999,999	0	0	0.00	0.00	0.00
		21,789	474	46,758.06		

Accounts Receivable Last Month Ending	13,115.17	
Sales/Charges this Month	47,514.86	
Adjustments this Month	0.00	
Less: Payments this Month	45,272.23	
Accounts Receivable Total	15,357.80	15,357.80

8/11/2022

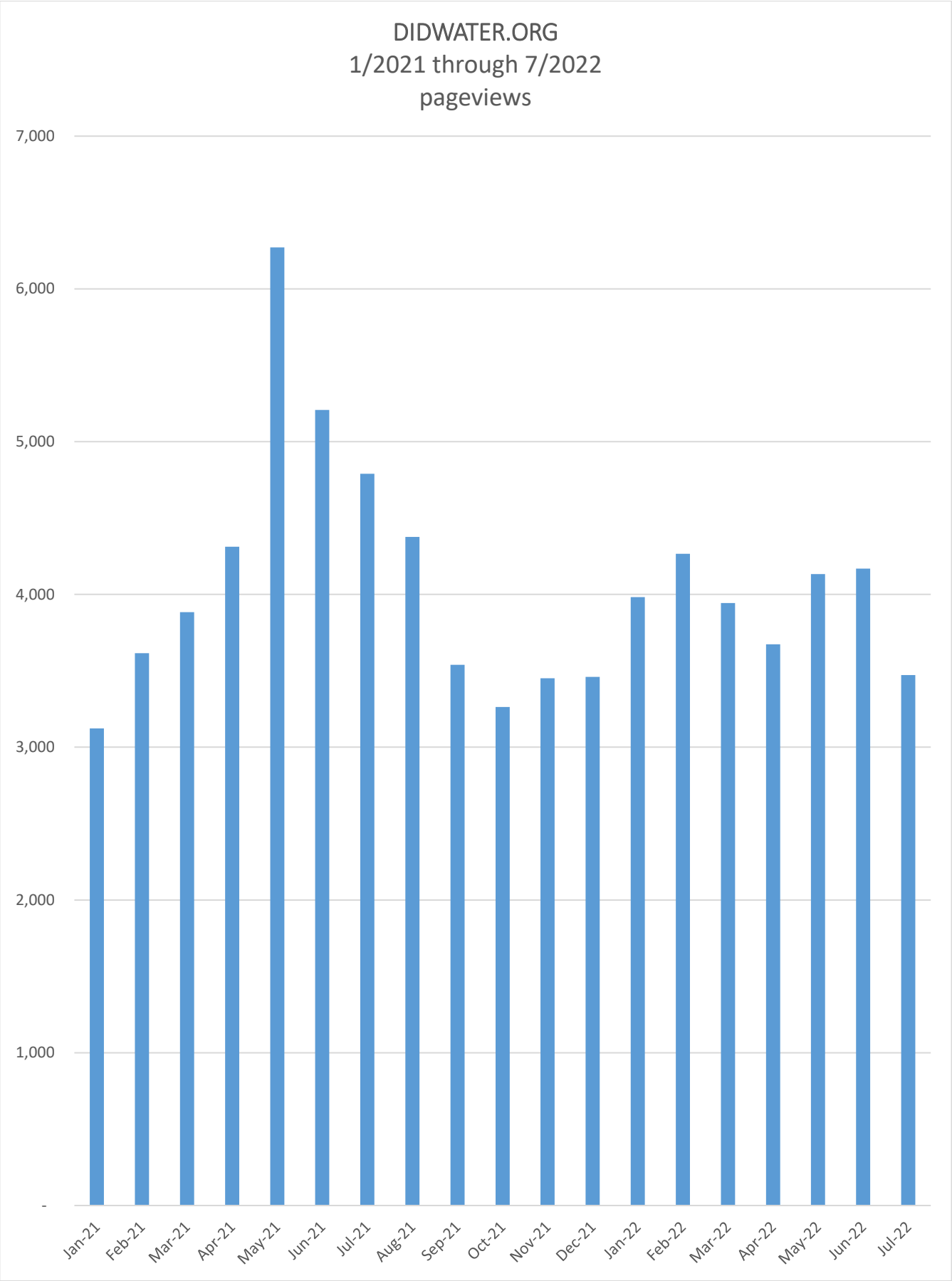
Pump Total

Year/Month	Purchased	Sold	Loss	Pct
2021/07	0	22,355	22,355	0.0
2021/08	0	26,525	26,525	0.0
2021/09	0	23,725	23,725	0.0
2021/10	0	20,484	20,484	0.0
2021/11	0	14,408	14,408	0.0
2021/12	0	5,186	5,186	0.0
2022/01	0	3,963	3,963	0.0
2022/02	0	4,667	4,667	0.0
2022/03	0	7,398	7,398	0.0
2022/04	0	10,493	10,493	0.0
2022/05	0	10,499	10,499	0.0
2022/06	0	15,999	15,999	0.0
2022/07	0	22,124	22,124	0.0



8/11/2022

Acct	Name		Balance	8/1/2022 Current	30 Days	60-Days	90-Days
141	Woodward, Billy	2403 Brown St	2,268.37	55.07	86.36	86.76	2,040.18
108	Morris, Paul	9260 Goodspeed St	2,158.12	63.78	89.41	88.45	1,916.48
212	Kellogg, Deanna	2415 Florida Ln	1,393.43	50.07	62.95	62.26	1,218.15
68	Huitt, Bordin	2549 Burdick Rd	1,301.75				1,301.75
243	Tink, Inc.,	9336 Midway	1,158.73	61.43	80.93	68.93	947.44
331	Sonsteng, Chimene	9642 Duckling Dr	1,135.07	115.43	120.71	111.12	787.81
616	Home Owners Association, D	Durham Green HOA	1,079.68	574.50	505.18		
916	Bresson, Christopher & Kimb	9416 Goodspeed St	681.63	45.07	47.65	51.06	537.85
80	Day, David	9391 Midway	662.06	63.78	71.94	70.98	455.36
606	Harris, James	9424 Putney Dr	647.19	35.07	43.57	43.04	525.51
622	Gilmore, James	9462 Van Ness Way	559.49	263.43	296.06		
630	Parker, Bryan	2484 Marsh Ct	534.50	195.43	238.03	101.04	
316	Lugenbeel, Paul	2390 Durham St	529.28	37.07	44.91	42.34	404.96
265	Wurm, Anita	9202 Goodspeed St	514.71	75.43	85.71	76.52	277.05
183	Ownby, Karen Koehly	2455 Durham-Dayton Hwy	508.50	38.07	46.99	45.42	378.02
237	Taylor, Darrell	2399 Serviss St	454.20	63.78	69.26	68.30	252.86
683	Seegert, James	9369 La Rose Ct	450.27	219.43	230.84	0.00	
15	Catomerisios, Cathy	9206 Holland Ave	300.98	69.43	65.73	62.90	102.92
	18	**Total**	**$16,337.96**	**$2,026.27**	**$2,186.23**	**$979.12**	**$11,146.34**


DIDWATER.ORG
1/2021 through 7/2022
pageviews
7,000
6,000
5,000
4,000
3,000
2,000
1,000
-
Jan-21
Feb-21
Mar-21
Apr-21
May-21
Jun-21
Jul-21
Aug-21
Sep-21
Oct-21
Nov-21
Dec-21
Jan-22
Feb-22
Mar-22
Apr-22
May-22
Jun-22
Jul-22

DURHAM IRRIGATION DISTRICT

Check Issue Date:	8/16/2022

Check No.	Stmt Date	Invoice Number	Payee	Invoice Amount	Check Amount	Notes	Financial Category	Cash Balance Date 7/31/2022 $ 265,117.15
Stipends								
9686	Stipend Form		Kevin Phillips		$ 100.00	(1) 8/16 BOD		$ 265,017.15
9687	Stipend Form		Matt Doyle		$ 100.00	(1) 8/16 BOD		$ 264,917.15
9688	Stipend Form		Raymond Cooper		$ 300.00	(1) 8/16 BOD; (2) 8/10 Vina GSA; (3) Vina GSA Special		$ 264,617.15
			Subtotal Stipend		**$500.00**		**Subtotal Balance**	***$ 264,617.15***
Regular Water System Maintenance and Operations								
9689	8/1/2022	520188	Hunt & Sons, Inc.		$ 279.49	hydraulic oil		$ 264,337.66
9690	5/1/2022	13831	J.C. Hernandez		$ 800.00	April 2022 alley cleanup		$ 263,537.66
9691	8/2/2022	2207604-28	Pace Analytical Services LLC	$ 245.00	$ 355.77	Total Coliform and Colilert		$ 263,181.89
	8/9/2022	2207936-28	Pace Analytical Services LLC	$ 110.77		Total Coliform and Colilert		$ 263,181.89
9692	8/1/2022	5000	Sierra Water Utility		$ 4,987.34	chlorine; deposit (American Buildings - $950.00); parts; additional labor		$ 258,194.55
9693	7/18/2022	2207-027914	Tozier's True Value	$ 3.41	$ 90.39	parts		$ 258,104.16
	7/19/2022	2207-027980	Tozier's True Value	$ 64.30		parts		$ 258,104.16
	7/22/2022	2207-028113	Tozier's True Value	$ 8.23		parts		$ 258,104.16
	7/28/2022	2207-028337	Tozier's True Value	$ 14.45		parts		$ 258,104.16
9694	7/27/2022	754	Higgins Pest and Weed		$ 100.00	Pest control: Library		$ 258,004.16
			Subtotal Water Operations		**$6,612.99**		**Subtotal Balance**	***$ 258,004.16***
Water System Emergency Repair/Replacement								
9695	7/11/2022	963	American Buildings J&S		$ 6,312.11	Holland Avenue carport parts and labor		$ 251,692.05
9696	7/13/2022	1728013	Ferguson Waterworks	$ 224.43	$ 2,484.19	parts		$ 249,207.86
	8/3/2022	1732604	Ferguson Waterworks	$ 2,259.76		parts		$ 249,207.86
			Subtotal Water System Repair		**$8,796.30**		**Subtotal Balance**	***$ 249,207.86***

DURHAM IRRIGATION DISTRICT

Check No.	Stmt Date	Invoice Number	Payee	Invoice Amount	Check Amount	Notes	Financial Category	
				Utility & Supplies				
9697	8/1/2022	-	Camp & McLaughlin		$ 650.00	August Rent	$	*248,557.86*
online debit	8/10/2022	-	Comcast		$ 195.13	08/15-09/14/2022 Internet and Phone Service	$	*248,362.73*
9698	7/28/2022	-	PG&E	$ *102.17*	$ 10,451.21	9418 Midway #C (Office)(0596196710-5)	$	*237,911.52*
	7/26/2022	-	PG&E	$ *5,482.67*		Durham Dayton Rd 20'W (5773099695-6)	$	*237,911.52*
	7/27/2022	-	PG&E	$ *2,598.99*		Holland Ave E/S & 500S Serviss (6812590736-7)	$	*237,911.52*
	7/28/2022	-	PG&E	$ *133.87*		Holland Ave S 300' (7938916943-8)	$	*237,911.52*
	7/28/2022	-	PG&E	$ *2,133.51*		9389 Goodspeed St (9856464053-5)	$	*237,911.52*
9699	7/29/2022		Recology		$ 124.16	garbage service (Well 5)	$	*237,787.36*
9700	7/31/2022	-	Sequoyah Software		$ 100.00	billing software	$	*237,687.36*
9701	8/1/2022	460814F9-0022	Streamline		$ 75.00	website host	$	*237,612.36*
9702	7/20/2022	2022141620	Underground Service Alert		$ 300.00	Annual Renewal	$	*237,312.36*
online debit	8/12/2022	2022080501	Paychex		$ 61.60	payroll fees	$	*237,250.76*
online debit	7/29/2022	2022072101	Paychex		$ 61.60	payroll fees	$	*237,189.16*
online debit	7/28/2022		FP Mailing Solutions		$ 200.00	postage (online download)	$	*236,989.16*
			Subtotal Utility		**$12,218.70**	**Subtotal Balance**	***$***	***236,989.16***

DURHAM IRRIGATION DISTRICT

Check No.	Stmt Date	Invoice Number	Payee	Invoice Amount	Check Amount	Notes	Financial Category	
District Administration, Operations & Management								
Payroll & Insurance								
online debit	7/29/2022	-	Withholdings - Trizzino		$ 355.14		$	*236,634.02*
online debit	8/12/2022	-	Withholdings - Trizzino		$ 345.05		$	*236,288.97*
online debit	7/29/2022	-	Employee - Trizzino		$ 746.12	Administrative Support	$	*235,542.85*
online debit	8/12/2022	-	Employee - Trizzino		$ 720.69	Administrative Support	$	*234,822.16*
Contractors								
9704	8/12/2022	28969	Carter Law Office		$ 4,567.50	District Legal Services	$	*230,254.66*
9703	7/30/2022	8018	Sheryl Bosman		$ 525.00	Bookkeeping Services	$	*229,729.66*
9705	8/10/2022	79463	NorthStar		$ 1,815.00	Budget/Rate Study - $230.00 ISO Survey - $780.00 Meetings - $230.00 USBR Grant - $ 0 Operational Support - $575 Other - $ 0	$	*227,914.66*
Water Operations								
9706	8/1/2022	4999	Sierra Water Utility		$ 3,337.28	Water Operator Services - updated rate for COLA increase	$	*224,577.38*
			Subtotal Admin. Ops. & Mgmt.		**$12,411.78**		**Subtotal Balance**	***$ 224,577.38***

DURHAM IRRIGATION DISTRICT

Check No.	Stmt Date	Invoice Number	Payee	Invoice Amount	Check Amount	Notes	Financial Category	
Agency Fees, Association Dues & Reimbursables								
Fees & Dues								
online debit	8/2/2022		PaySafe/PayStation Fee		$ 421.63	"mtot" on bank statement	$	*224,155.75*
9707	7/18/2022	CINV-0354	LAFCO		$ 356.45	2022-2023 Fiscal Year	$	*223,799.30*
9708	6/22/2022	VINAGSA-2204	Vina GSA		$ 2,500.00	SD-VinaGSA; Member Agency Contribution - Pmt 1/2	$	*221,299.30*
Reimbursable Payments								
NONE							$	*221,299.30*
			Subtotal Fees & Reimbursables		**$3,278.08**		**Subtotal Balance**	***$ 221,299.30***
Other Expenses								
NONE							$	221,299.30
							$	221,299.30
			Other Expenses		**$0.00**		**Subtotal Balance**	***$ 221,299.30***

Check No.	Stmt Date	Invoice Number	Payee	Invoice Amount	Check Amount	Notes	Financial Category	
Development Projects								
			Contractor			**Project**		
NONE							$	*221,299.30*
			Subtotal Development Projects		**$0.00**		**Subtotal Balance**	***$ 221,299.30***
SUBTOTAL PAYMENTS					**$43,817.85**			
							Subtotal Remaining Balance	**$ 221,299.30**
							Check Refund/Cancelled Register Total	
							TOTAL REMAINING BALANCE	**$ 221,299.30**

DURHAM IRRIGATION DISTRICT

Petty Cash

	$	-
Cash on Hand	$	100.00
Balance Remaining On Hand	**$**	**100.00**

Check / Payment Refund / Cancel or Void Check Register

Date	CK/Pmt Refund	Status	Paid to	Check Amount	Notes
19-Jul-22	9664	VOID	Kevin Philips	$ 100.00	Director did not attend 7/19 BOD meeting; reversed stipend.

Director Signature _____ **Director Signature** _____

Date _____ **Date** _____

DURHAM IRRIGATION DISTRICT

Deposit Register

Date	Deposit	Deposit Amount	Other Notes
6-Jul-22	Cash/Check Deposit	$ 3,980.16	
12-Jul-22	Cash/Check Deposit	$ 9,687.01	
13-Jul-22	Cash/Check Deposit	$ 2,557.88	
18-Jul-22	Cash/Check Deposit	$ 10,824.61	
18-Jul-22	Cash/Check Deposit	$ 2,972.27	SCIF Insurance dividend - $56.25 water sales - $2916.02
25-Jul-22	Cash/Check Deposit	$ 1,524.31	
27-Jul-22	Cash/Check Deposit	$ 2,538.91	
28-Jul-22	Cash/Check Deposit	$ 765.39	Demand Request Acct 636/954 / APN 039-460-670 / 2503 Tracy Ranch Road $30.00 demand request fee; $533.35 water add'l $202.04 water sales
7/1/2022-7/31/2022	**Paystation Payments**	$ 10,001.16	
	Subtotal Water Sales Deposits	**$ 44,851.70**	
Water Meter Sales	**Location**		
NONE			
Bank Adjustments & Other	**Notes**		
20-Jul-22	Paychex TPS tax refund	$ 41.09	
	Water Meter & Other Deposits	**$ 41.09**	
	Total Deposits	**$44,892.79**	

Deposit Register for Development Projects Account

	Total Development Project Deposits	$ -

Director Signature _____ **Director Signature** _____

Date _____ **Date** _____

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4.3

Durham Irrigation District Board of Directors
Board Meeting
January 18, 2022 - 5:30 PM
MINUTES

Board of Directors:		District Staff:	
Matt Doyle, Chair – in attendance/remote	PRESENT		
Raymond Cooper, Director – in attendance/remote	PRESENT		
Kevin Phillips, Director – in attendance/remote	PRESENT	Jeff Carter, District Counsel – in attendance/remote	PRESENT
		Mark Adams, District Engineer – in attendance/remote	ABSENT
		Mike Butler, Water Operator – in attendance/remote	PRESENT
		Jeannie Trizzino, Admin. Assistant – in attendance/remote	PRESENT

1 CALL TO ORDER

1.1 Meting was called to order by Chair Doyle at 5:30 pm.

1.2 Consideration of Resolution 2022-01 authorizing remote teleconference/Zoom meetings of the DID Board for the period of 30-days.

Action Requested:	That the Board consider and approve Resolution 2022-01 of the Durham Irrigation District Board authorizing remote teleconference meetings of the Board for 30 days pursuant to the Ralph M. Brown Act and California Assembly Bill 361.
Board Discussion:	None.
Public Comment:	None.
Action Taken:	On a motion made by Cooper and seconded by Doyle, the Board approved the motion.
Vote results	Ayes carried.
Ayes:	Cooper, Doyle, Phillips
Noes:	
Abstained:	
Absent:	

1.3 Introduction of Guests – No guests present.

2 PUBLIC COMMENT

NONE.

3 PRESENTATIONS

NONE.

4 CONSENT AGENDA

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4.1 Removed
4.2 Removed
4.3 Removed
4.4 Monthly Financial Report for November 2021, including:
  4.4.1 Balance Sheet
  4.4.2 Profit & Loss Statement
  4.4.3 General Ledger
  4.4.4 AR Aging Report
4.5 Approval of the Warrant Sheet from December 21, 2021 to January 17, 2022, including payments, deposits, and transaction adjustments.

Action Requested: That the Board of Directors approve the Consent Agenda.
Discussion: Items 4.1-4.3 - Minutes for the previous regular meetings (10/19/2021, 11/16/2021 and 12/21/2021 were removed from the Consent Agenda.
Public Comment: None.
Action Taken: On a motion made by Cooper and seconded by Phillips, the Board approved the Consent Agenda.
Vote results Ayes carried.
Ayes: Cooper, Doyle, Phillips
Noes:
Abstained:
Absent:

5 REGULAR AGENDA

5.1 Minutes for the Regular Meeting held on October 19, 2021.
5.2 Minutes for the Regular Meeting held on November 16, 2021.
5.3 Minutes for the Regular Meeting held on December 21, 2021.

Discussion: Items 4.1-4.3 - Minutes for the previous regular meetings (10/19/2021, 11/16/2021 and 12/21/2021 were not available for review, so were removed from the Consent Agenda.
Public Comment: None.
Action Taken: Minutes removed from Consent Agenda. Staff to prepare minutes and present for approval at February 2022 Board meeting.

6 CORRESPONDENCE

All Items Informational/Possible Action/Direction
These items were provided for the Board's information. Although the Board may discuss the items, no action can be taken at this meeting. Should the Board determine that the action is required, the item or items may be included for action on a subsequent posted agenda.

6.1 CSDA Alert regarding remote teleconferencing for Special Districts (01.05.2022)
6.2 Ltr. from CSDA (12.20.2021) CSDA financing options
6.3 Ltr. from EDD (12.23.2021) Notice of Form Delinquency
6.4 PGE Essential Use Confirmation (12.23.2021)

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6.5 Ltr. from SDRMA (01.14.2022) Covid-19 updates

7 WATER OPERATIONS BUSINESS

These items were provided for the Board's information. Although the Board may discuss the items, no action can be taken at this meeting. Should the Board determine that the action is required, the item or items may be included for action on a subsequent posted agenda.

7.1 Ongoing/New Business

7.2 Review of Water Operator Log for December 2021 (Operator Mike Butler)

7.3 Pressure Tank Project updates:

7.3.1 Durham Pump

7.3.2 North Valley Tree Service

7.3.3 NorthStar status report – see Item 8.1.1

7.3.4 Butte County Public Works verbal request to District to raise manholes to pavement level

7.3.5 Other Items

7.4 Monthly Work Order Status Report through January 10, 2022

7.5 Monthly Metered Water Sales through December 2021

8 GENERAL BUSINESS

These items were provided for the Board's information. Although the Board may discuss the items, no action can be taken at this meeting. Should the Board determine that the action is required, the item or items may be included for action on a subsequent posted agenda.

8.1 District Activities and Status Report.

8.1.1 Project Update: Pressure Tank Replacement Terms & Conditions and Preliminary Cost Estimate.

Discussion: Water Operator Mike Butler and District Engineer Mark Adams are assessing installing a smaller, standard size tank instead of a custom tank to reduce cost and time and avoid other difficulties. The work can be completed on the same timeline and same budget as the original custom-design timeline.

Public Comment: None.

8.1.2 Project Update: Bid Package for the Brown/Faber Alley Main Line Replacement Project.

8.1.3 Capital Improvement Plan - Projects and Cost Estimates. Set CIP Planning Meeting dates to review identified projects, timeline for implementation, and financial opportunities and constraints.

Discussion: Water Operator and District Engineer to meet and make a recommendation to the Board regarding revised CIP and convening a public meeting.

Public Comment: None.

8.1.4 Project Update: USBR Grant and Lead Service Laterals Replacement Projects and Timeline.

8.2 Policies and Procedures Manual. Status and possible actions relating to the following items:

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8.2.1 Sealed meter policy

Discussion: District does not have a policy relating to sealed meters for connections where there is a meter but no water usage, e.g., where a house that has service has been demolished and no construction is anticipated in the near future.

Public Comment: None.

Action Taken: District Counsel Carter to review and research sealed meter policies and present to the Board.

8.2.2 Policy addressing homeowner incursion of District easement, specifically owner responsibility for damage caused to pipeline caused by trees

Discussion: Water Operator Mike Butler reported his concerns about tree roots intruding into the District's easement and, over time, becoming a repair and maintenance issue.

Public Comment: None.

8.2.3 Accounts receivable policy

Discussion: Staff requested guidance on customer communication regarding overdue accounts that the District might consider lien candidates.

Public Comment: None.

Action Taken: District Counsel Carter to provide guidance and sample letters for management of AR delinquency lien notification. to staff.

8.2.4 Backflow policy – Policy in draft form only.

8.3 Development Projects. Review status of development projects' activities.

8.3.1 Butte County Farm Bureau Project – 9412 Jones Avenue

Discussion: General discussion of planned project and concerns over annexation and will-serve process, particularly relating to needed fireflow capacity. Owner has not communicated to District recently about this project.

Public Comment: None.

Action Taken: District Counsel Carter to oversee development process and District responses.

8.3.2 Dubose Midway Development

8.3.3 Keeney Estates (aka Creekside Estates)

See Report 8.3.3 Creekside Estates Project Update (01.18.2022) prepared by NorthStar

Discussion: District Engineer Mark Adams reviewed the points from his project update, highlighting that fireflow is undefined as to responsibility for implementation and cost. General discussion about which entity is responsible (financially and with respect to liability) for operation and maintenance of fire hydrants. District Counsel Carter reports that there is no agreement between District and County specifying which speaks to this issue in a clear manner. Director Cooper says that the District should develop its own policy. Director Phillips says that the District should own the hydrants and take responsibility for them, and develop a rate schedule that includes maintaining functioning, reliable hydrants.

Public Comment: None.

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Action Taken: District Engineer Mark Adams, District Counsel Carter, and Direct Cooper to discuss developing and adopting a development policy for the District that includes fireflow.

8.3.4 Symmes – Durham-Dayton Development

Discussion: No specific discussion.

Public Comment: None.

8.4 Annual Audit 2019. Review and sign representation letter, which confirms the representations and conditions under which the CPA prepared the audit. After the letter is signed, the District will receive the finalized 2019 Annual Audit.

Action Requested: Review and sign representation letter, which confirms the representations and conditions under which the CPA (Matthews Hutton and Warren) prepared the 2019 Audit.

Discussion: No specific discussion.

Public Comment: None.

Action Taken: On a motion made by Phillips and seconded by Cooper, the Board approved the signing the representation letter for the District's 2019 Audit..

Vote results Ayes carried.

Ayes: Cooper, Doyle, Phillips

Noes:

Abstained:

Absent:

8.5 Annual Audit 2020. Review status of audit activities.

Discussion: Director Phillips asked for Matthews Hutton Warrant to submit its 2020 Audit engagement letter to the Board at the February Board meeting. He further requested that the letter contain a not-to-exceed (NTE) amount.

Public Comment: None.

Action Taken: Board to review and sign 2020 Audit Engagement letter at its February 2022 meeting.

8.6 Annual Audits RFP status.

Discussion: Directors reviewed two inquiries from CPA firms to prepare the District's 2021 Audit. Director Phillips comments that the District should prepare an Audit RFP for release to several firms to receive proposals for auditing services for a 3-year term with NTE fees for each year.

Public Comment: None.

Action Taken: Director Phillips and staff to coordinate draft and final Audit RFP to quickly and efficiently engage a new CPA firm for the 2021-2023 audits.

8.7 Memorandum to Board regarding 2553 Durham Dayton Highway.

8.8 Memorandum to Board regarding rent increase

Discussion: Staff reported that landlord intends to increase rent to ~$650/month (from current $450/month).

Public Comment: None.

Action Taken: Director Doyle will call landlord to discuss planned rent increase and also look into other office space options.

8.9 2022 Annual Calendar of Board meetings and holidays.

Action Requested: Review for changes, suggestions and approve for posting to website.

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Action Requested: Review Draft 2022 Annual Calendar for changes, suggestions and approve for posting to website.
Discussion: Director Phillips notes that federal holiday Juneteenth be added to draft.
Public Comment: None.
Action Taken: On a motion made by Phillips and seconded by Cooper, the Board approved the 2022 Annual Calendar after Juneteenth holiday has been added.
Vote results Ayes carried.
Ayes: Cooper, Doyle, Phillips
Noes:
Abstained:
Absent:

8.10 Website Pageview Report. December 2021 pageviews.
Discussion: No specific discussion.
Public Comment: None.

8.11 Options for general management of the District, including, but not limited to, potential General Manager replacement and advertisement.

9 ATTORNEY REPORT

9.1 Updates from Legal Counsel not discussed under other Agenda Items.

9.2 Updates on March 2022 Ballot Measure.
Discussion: District Counsel Carter notes that the county elections office has not posted any scheduled elections on its website.
Public Comment: None.
Action Taken: Counsel will continue to monitor the matter.

10 VINA GSA

(All Items Informational/Possible Action/Direction)
See Vina GSA Calendar online here: https://www.vinagsa.org/calendar

10.1 Vina GSA Report (Director Cooper)
Discussion: Vina GSA representative Cooper reported that there are no significant updates at this time but notes that the Vina GSA is on hiatus for the moment and has no meetings scheduled for February. The SHAC will meet in March 2022 and the Board will meet in April. Vina GSA staff are discussing funding options for the projects described in the recently adopted Vina Groundwater Sustainability Plan.
Public Comment: None.
Action Taken: Counsel will continue to monitor the matter.

10.1.1 Updates on Vina GSA Groundwater Sustainability Plan (GSP).

10.2 Vina GSA SHAC Meetings

10.3 Vina GSA Board Meetings

10.4 Vina GSA/RCRD GSA Board Meetings

11 DIRECTORS' COMMENTS:

Director Phillips notes that it's important to maintain safety in face of continuing Covid-19 outbreak.

12 CLOSED SESSION

12.1 Conference with Legal Counsel – Personal Status

Nothing further to report

12.2 Consideration of Employment Agreement – Jeannie Trizzino. Pursuant to Government Code Section 54957(b)(1)

Title: Administrative Assistant

Time Closed Session Start: 7:20 p.m.

12.3 OPEN SESSION CONTINUED – Consideration and Possible Approval of Employment Agreement – Jeannie Trizzino

Time Open Session Start: 7:41 p.m.

Public Comment: None.

Action Taken: Item 12.3 will be tabled to February 2022 Board meeting.

13 ADJOURNMENT

Following the closed session report, the meeting adjourned at 7:42 p.m. to the next Regular Board Meeting, February 15, 2022.

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Durham Irrigation District Board of Directors
Board Meeting
February 15, 2022 - 5:30 PM
MINUTES

Board of Directors:		District Staff:	
Matt Doyle, Chair – in attendance/remote	PRESENT		
Raymond Cooper, Director – in attendance/remote	PRESENT		
Kevin Phillips, Director – in attendance/remote	PRESENT	Jeff Carter, District Counsel – in attendance/remote	PRESENT
		Mark Adams, District Engineer – in attendance/remote – 5:40 pm	ABSENT
		Mike Butler, Water Operator – in attendance/remote	PRESENT
		Jeannie Trizzino, Admin. Assistant – in attendance/remote	PRESENT

1 CALL TO ORDER

1.1 Roll Call/Establishment of Quorum

Meeting was called to order by Chair Doyle at 5:30 pm.

1.2 Consideration of Resolution 2022-02 authorizing remote teleconference/Zoom meetings of the DID Board for the period of 30-days.

Action Requested: *That the Board consider and approve Resolution 2022-02 of the Durham Irrigation District Board authorizing remote teleconference meetings of the Board for 30 days pursuant to the Ralph M. Brown Act and California Assembly Bill 361.*

Board Discussion: None.

Public Comment: None.

Action Taken: On a motion made by Philips and seconded by Cooper, the Board approved the motion.

Vote results Ayes carried.

Ayes: Cooper, Doyle, Phillips

Noes:

Abstained:

Absent:

1.3 Introduction of Guests – No guests present.

2 PUBLIC COMMENT

3 PRESENTATIONS

None.

4 CONSENT AGENDA

4.1 Minutes for the Regular Meeting held on October 19, 2021.

4.2 Minutes for the Regular Meeting held on November 16, 2021.

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4.3 Minutes for the Regular Meeting held on December 21, 2021.

4.4 Minutes for the Regular Meeting held on January 18, 2022.

4.5 Monthly Financial Report for January 2022, including:

4.5.1 Balance Sheet

4.5.2 Profit & Loss Statement

4.5.3 Profit & Loss Comparison

4.5.4 General Ledger

4.5.5 AR Aging Report

4.6 Approval of the Warrant Sheet from January 18, 2022 to February 14, 2022, including payments, deposits, and transaction adjustments.

Action Requested: *That the Board consider and approve Items 4.5- Monthly Financial Report for January 2022 and 4.6 - Warrant Sheet from January 18, 2022 to February 14, 2022.*

Board Discussion: None.

Public Comment: None.

Action Taken: On a motion made by Cooper and seconded by Phillips, the Board approved the motion.

Vote results Ayes carried.

Ayes: Cooper, Doyle, Phillips

Noes:

Abstained:

Absent:

5 REGULAR AGENDA

5.1 Items Removed from Consent Agenda

Discussion: Items 4.1-4.4 - Minutes for the previous regular meetings (10/19/2021, 11/16/2021, 12/21/2021 and 1/18/2022) were not available for review, so were removed from the Consent Agenda.

Public Comment: None.

Action Taken: Minutes removed from Consent Agenda. Staff to prepare minutes and present for approval at a subsequent board meeting.

6 CORRESPONDENCE

These items were provided for the Board's information. Although the Board may discuss the items, no action can be taken at this meeting. Should the Board determine that the action is required, the item or items may be included for action on a subsequent posted agenda.

6.1 Ltr. from Owner (02.03.2022) reimbursement claim

Discussion: Property owner sustained damage to personal property (recirculating pump and washing machine) as a result of emergency water shut-off related to water system repair.

Public Comment: None.

Action Taken: Director Phillips directed staff to contact SDRMA and obtain claim form for owner to use in submitting a formal claim to the District and to district's insurance company.

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6.2 Ltr. from Redistricting Partners (01.25.2022)

6.3 Ltr. from SDRMA (01.18.2022) premium estimate

7 WATER OPERATIONS BUSINESS

These items were provided for the Board's information. Although the Board may discuss the items, no action can be taken at this meeting. Should the Board determine that the action is required, the item or items may be included for action on a subsequent posted agenda.

7.1 Ongoing/New Business

7.2 Review of Water Operator Log for January 2022 (Operator Mike Butler)

7.2.1 Ltr. from Sierra Water Utility (01.18.2022) chlorine price increase notice

7.2.2 Ltr. to AQMD (01.20.2022) – Permit renewal for backup generators

7.3 Pressure Tank Project updates:

7.3.1 Durham Pump

7.3.2 North Valley Tree Service

7.3.3 NorthStar status report – see Item 8.1.a

7.3.4 Other Items

7.4 Monthly Work Order Status Report through February 10, 2022

7.5 Monthly Metered Water Sales through January 2022

8 GENERAL BUSINESS

These items were provided for the Board's information. Although the Board may discuss the items, no action can be taken at this meeting. Should the Board determine that the action is required, the item or items may be included for action on a subsequent posted agenda.

8.1 District Activities and Status Report.

8.1.1 Project Update: Pressure Tank Replacement Terms & Conditions and Preliminary Cost Estimate.

8.1.2 Project Update: Bid Package for the Brown/Faber Alley Main Line Replacement Project.

8.1.3 Capital Improvement Plan - Projects and Cost Estimates. Set CIP Planning Meeting dates to review identified projects, timeline for implementation, and financial opportunities and constraints.

Discussion: Discussion about combining CIP update with need for potential rate increases.

Public Comment: None.

Action Taken: Board directs District Engineer to prepare for discussion of CIP update at July 2022 board meeting along with a possible Proposition 218 rate increase. Director Phillips suggests convening a citizens committee as part of the decision-making process leading up to the Proposition 218 rate increase process.

8.1.4 Project Update: USBR Grant and Lead Service Laterals Replacement Projects and Timeline.

8.1.5 Easement Agreement between DID and DUSD for connections along east side of Durham Dayton Highway.

Discussion: District Counsel and District Engineer update on easement agreement.

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Public Comment: None.

Action Taken: District Counsel will coordinate with District Engineer to prepare a recorded easement agreement.

8.2 Policies and Procedures Manual. Status and possible actions relating to the following items:

8.2.1 Sealed meter policy

8.2.2 Policy addressing homeowner incursion of District easement, specifically owner responsibility for damage caused to pipeline caused by trees

Discussion: On matters 8.2.1-8.2.2 – District Counsel will provide draft policies and draft correspondence form letters for collecting accounts receivable.

Public Comment: None.

Action Taken: District Counsel will research and prepare example policies.

8.2.3 Accounts receivable policy

Discussion: On matter 8.2.3 – District Counsel will prepare example form letters for collecting accounts receivable.

Public Comment: None.

Action Taken: District Counsel will coordinate with staff to prepare draft AR letter will cover both accounts receivable and warning of possible lien. Staff is directed to prepare lien list for submittal to Butte County at the end of June. After the County receives the lien list, the County pays the District the lien amount and places a lien on the property. Director Doyle suggests AR lien minimum to be $200.00. The county lien process is called a Teeter Assessment under the Teeter Plan.

Director Phillips clarifies the following language: "The District has the right to lien any past due accounts as of [the due date of the list that goes to the county auditor]. If the account is not brought current as of the date of finalization of that list by the County Auditor, then a lien shall be placed against the property. Those accounts shall be cleared of all past-due charges upon receipt of payment from the County Auditor's office."

Phillips suggests submitting all accounts past due over 30 days, even if the list is long.

District Counsel suggests that the District may already have draft accounts receivable policy and customer language on file.

8.2.4 Backflow policy – Policy in draft form only.

Action Requested: *That the Board consider and approve Backflow Policy posted on the District Website and reviewed in the January 2022 board meeting.*

Board Discussion: None.

Public Comment: None.

Action Taken: On a motion made by Philips and seconded by Cooper, the Board approved the motion.

Vote results Ayes carried.

Ayes: Cooper, Doyle, Phillips

Noes:

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Abstained:
Absent:

8.3 Development Projects. Review status of development projects' activities.

8.3.1 Butte County Farm Bureau Project – 9412 Jones Avenue

8.3.2 Dubose Midway Development

8.3.3 Keeney Estates (aka Creekside Estates)

8.3.4 Symmes – Durham-Dayton Development

Discussion: Items 8.3.1-8.3.3 – District Operations Committee (consisting of Director Cooper) and District Counsel to create a draft "Development Checklist" to create a more streamlined process for staff to use. District Engineer reports no updates on development project Items 8.3.2 or 8.3.3.

Item 8.3.4 – County requests clarification on certain conditions; District Counsel following up with County. Directors asked staff to research deposit payments made on this development.

Director Cooper will send draft water service policy to District Engineer for review in advance of larger development projects commencing regarding construction cost recovery (e.g., water main extensions).

Public Comment: None.

Action Taken: Staff directed to research development fee deposit and expenses.

8.4 Annual Audit 2019

Action Requested: *That the Board consider and accept the 2019 Annual Audit.*

Board Discussion: None.

Public Comment: None.

Action Taken: On a motion made by Phillips and seconded by Cooper, the Board approved the motion.

Vote results Ayes carried.
Ayes: Cooper, Doyle, Phillips
Noes:
Abstained:
Absent:

8.5 Annual Audit 2020. Review status of audit activities.

Action Requested: *Authorize Board Chair to sign the 2020 Audit Engagement letter from Matthews Hutton & Warren Certified Public Accountants.*

Board Discussion: None.

Public Comment: None.

Action Taken: On a motion made by Phillips and seconded by Cooper, the Board approved the motion.

Vote results Ayes carried.
Ayes: Cooper, Doyle, Phillips
Noes:
Abstained:
Absent:

8.6 Annual Audits RFP status. See Ltr. to BOD from Counsel (08.02.2017) re Auditor

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Discussion: Directors and District Counsel review the process.
Public Comment: None.
Action Taken: Staff directed to send out RFPs by April 2022, allow for 60-day response, and plan for interview, review and award in July or August 2022 board meeting.

8.7 Memorandum to Board regarding 2553 Durham Dayton Highway

8.8 Office Space Alternatives

Discussion: Director Doyle presented office space options in Durham.
Director Cooper suggests creating a master plan for the District's Holland parcel that includes a buildout for storage, parking, and a small office for the District.
Director Doyle will ask property owner to investigate a dedicated parking spot for DID and to prepare a rent increase addendum.
Public Comment: None.
Action Taken: Director Doyle will coordinate with property owner.

8.9 2022 Annual Calendar of Board meetings and holidays.

8.10 Website Pageview Report. January 2021 pageviews.

8.11 Options for general management of the District, including, but not limited to, potential General Manager replacement and advertisement.

9 ATTORNEY REPORT

9.1 Updates from Legal Counsel not discussed under other Agenda Items.

9.2 Updates on March 2022 Ballot Measure.

10 VINA GSA

(All Items Informational/Possible Action/Direction)
See Vina GSA Calendar online here: https://www.vinagsa.org/calendar

10.1 Vina GSA Report (Director Cooper)

Discussion: No report from Director Cooper; GSA-related discussion is on hold pending review and approval of Groundwater Sustainability Plan.
Public Comment: None.
Action Taken:

11 DIRECTORS' COMMENTS:

Opportunity for Board comments on items not listed on the Agenda.

12 CLOSED SESSION

12.1 Consideration of Employment Agreement – Jeannie Trizzino. Pursuant to Government Code Section 54957(b)(1)

12.2 OPEN SESSION CONTINUED – Consideration and Possible Approval of Employment Agreement – Jeannie Trizzino

Action Taken: Closed session not convened.

13 ADJOURNMENT

Meeting adjourned at 7:15 p.m.
Adjourn to the next Regular Board Meeting, March 15, 2022.

Drought Situation Report
Butte County
as of July 26, 2022

County Proclamation – Resolution # 21-085. Ratified by BOS on 20JUL2021

State Proclamation – 10MAY2021

EXECUTIVE SUMMARY

Continued dry weather throughout California has led to Extreme Drought conditions in Butte County and the North State. Butte County OEM, in response to the drought proclamation and adoption of the drought preparedness plan has activated the EOC to level 3 (Monitor Status) in support of both long and short term actions addressing drought in the community.

BOARD OF SUPERVISORS INTENT

To provide the community with resources and tools that enable them to seek relief from drought conditions and to encourage municipalities within the Butte County Operational Area to be proactive in conservation measures and drought assistance programs. It is also the intent of the BOS that the County will leverage to the greatest extent possible, all State and Federal drought relief programs to support county residents in maintaining access to clean and reliable water.

DROUGHT RELATED REPORTS

Butte County Public Health, Environmental Health Division, Drought Tracking Efforts

There is not a significant data trend that exists from the previous 5 years pertaining to total number of well permits being issued, well destructions or well repairs.

- For the 2021 Water Year, 121 small diameter well permits and 24 large diameter well permits were issued.
- Data does indicate that majority of the dry wells are occurring in Chico with an average dry well depth of 110 feet.
- Majority of wells subject to the N-7-22 Executive Order appear to be within the Butte Subbasin

Cumulative Number of Wells Under Executive Oder N-7-22			
By Subbasin	**Small Diameter**	**Large Diameter**	**Totals**
BUTTE	0	11	11
VINA	1	2	3
WYANDOTTE	0	4	4
			18

By GSA	**Small Diameter**	**Large Diameter**	**Totals**
Biggs-West Gridley Water District	0	3	3
Butte County	0	2	2
Butte Water District	0	3	3
Richvale Irrigation District	0	1	1
Rock Creek Reclamation District	0	1	1
Vina	1	2	3
Western Canal	0	1	1
Wyandotte Creek	0	4	4
			18

Environmental Health is currently working with two small public water systems for drought related well issues: Spring Valley School at Pentz Road and Highway 70 and Almond Grove Mobile Home Park in Chico.

- Spring Valley School is outside of any subbasin and has three wells; “North Well” is 740 feet deep with low to no water; “Pump House Well” is 760 feet deep producing 5 gallons per minute; “South Well” is 650 feet deep producing 5 gallons per minute.

- Almond Grove Well is currently being investigated for cause of no water; possibility of electrical issues and not actual drought related issue. Well depth is unknown but pump is at 80 feet.

Current Reported DWR Dry Well Reports

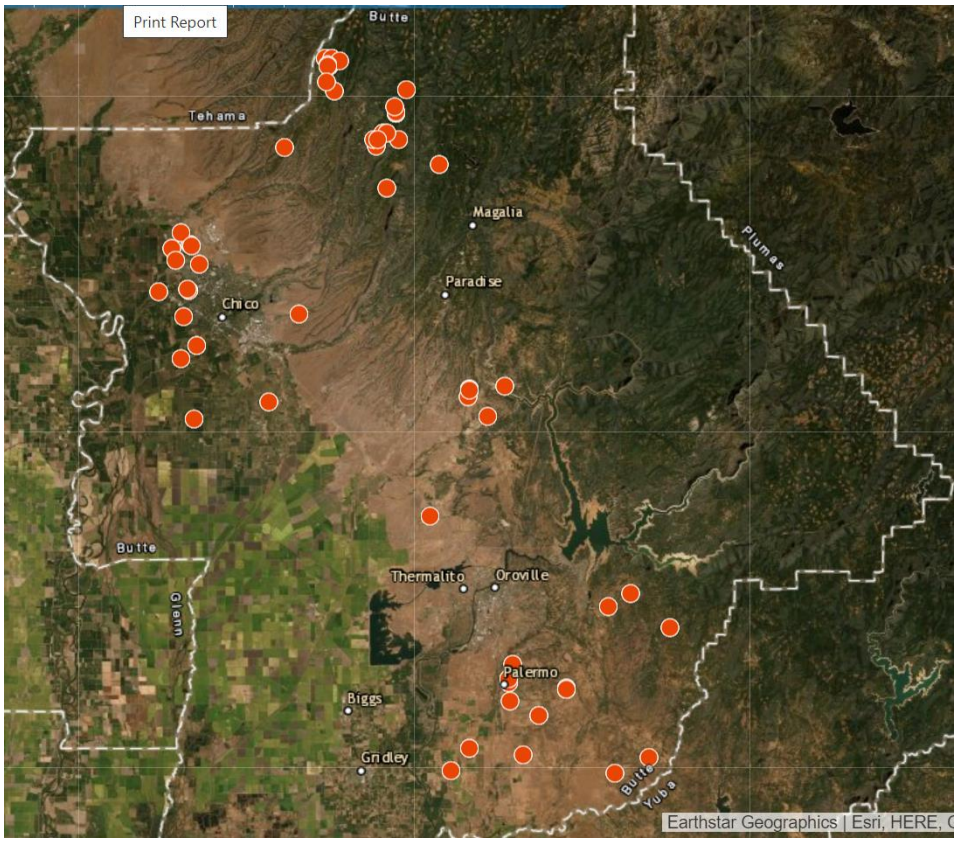
In 2021, which was the second year of the current drought, the Department of Water Resources received 44 reports of dry wells in Butte County through the DWR Dry Well Reporting System available at: https://mydrywell.water.ca.gov/report/ As of July 21, 2022, there were 28 reports received in the 2022 calendar year for a total of 72 reports for both years. This is a voluntary report for residents, and does not represent all households in the County experiencing dry household wells. These numbers also include a few reports for wells used for non-domestic uses and some were reported for the same house in both years.

Of the 55 reporters who did answer the question on the reports about the depth of their well over both years, 47 reports indicated wells impacted that are 270' deep or less. There were reports of five wells with intermediate depths between 320' and 520' deep, four of those being located in Oroville and one in Bangor. There were three reports related to deep wells, one 850’ deep in Butte Valley reported twice (once in each year) and one school in Golden Feather Union Elementary School District in Oroville with a well 700’ deep. The number of reports by community and year are indicated in the figure below.

Number and Location of DWR Dry Well Reporting System Reports from 1/1/21 to 7/21/22

	Number of Reports		
	2021	2022 as of 7/21	Total
Not listed	1	0	1
Berry Creek	1	0	1
Bangor	1	1	2
Durham	0	2	2
Magalia	2	0	2
Butte Valley	1	1	2
Palermo	1	2	3
Cohasset	7	1	8
Forest Ranch	9	3	12
Chico	12	7	19
Oroville	9	11	20
Total	**44**	**28**	**72**

The map below shows the locations of the dry wells reported to the DWR Dry Well Reporting System in Butte County from the beginning of 2021 to July 21, 2022.



The Water Resource and Conservation Department staff have contacted each person who filled out the DWR reports to let them know about the OEM programs and also other resources available to them as found throughout a number of updated Butte County websites such as:

- The Water Resource and Conservation Department's drought information page https://www.buttecounty.net/waterresourceconservation/buttecountydroughtinformation

- Butte County's Drought information page: http://www.buttecounty.net/drought

Water Resource and Conservation Department staff are also tracking the crossover between those who have applied to the Office of Emergency Management's (OEM) Drought Assistance Program and those who had submitted Dry Well reports. Approximately 30 applicants to the Drought Assistance Program have filled out Dry Well reports as of July 21, 2022. Both Departments are working cooperatively to encourage residents impacted by the drought to fill out OEM applications and DWR Dry Well reports. Filling out these reports will help inform local and state agencies on water shortage impacts to households served by wells, and will help identify the need for local, state, or federal assistance.

Current Operations

Short Term

OEM was awarded a $1.16 million dollar grant from DWR through the Small Community Drought Relief Program. OEM is utilizing the funds to provide potable water to county residents through a 2 phase program. Phase one is providing hauled water for residents with storage tanks. To date 96 people have submitted applications to the program. (Figure1) Water delivery began on July 13. Phase 2 of the program is currently in design and will furnish 2,500 gallon storage tanks for residents who don't have water storage capacity. OEM is working with Development Services to create a scope of Work and ensure all required permits and inspections will be properly executed.

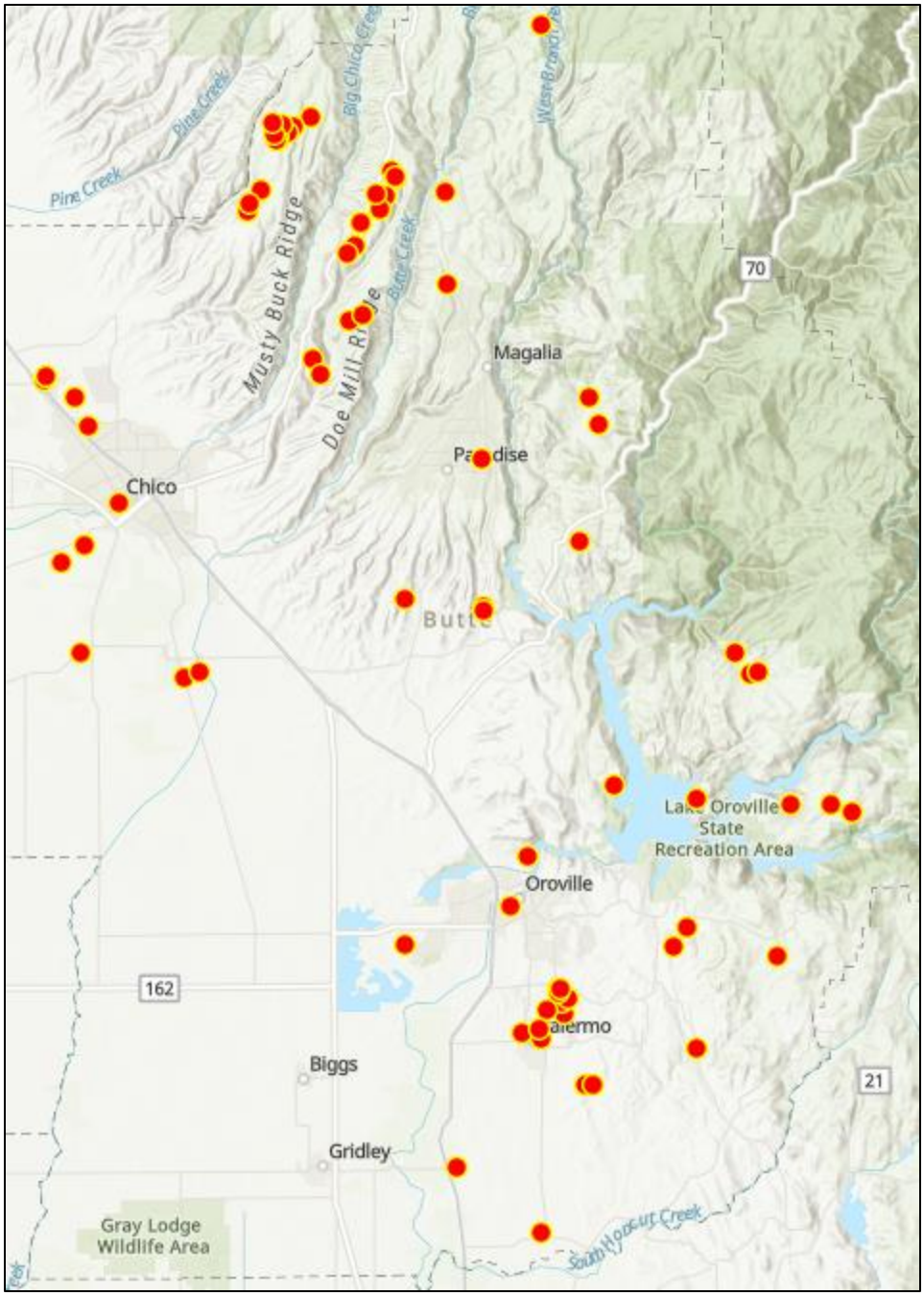


Figure 1 – Current applications to the Emergency Water Hauling Program

<u>Long Term</u>

1. Department of Water & Resource Conservation has submitted 4 grant applications under the DWR Small Community Drought Program:
    a. Feather Ridge Estates Water Systems Improvement Project – Awarded $1,191,485, currently coordinating the grant agreement
    b. Palermo Clean Water Consolidation Project – submitted

    c. Foothill Solar Community Project – submitted
    d. Berry Creek School Project – submitted
2. Drought Impact Analysis Study: Completed in May 2022 and a public webinar presentation on June 1, 2022. Recommendations from the Drought Task Force and Water Commission will be presented to the Board of Supervisors on July 26, 2022.

Website and PIO

The Drought Task Force and DRIP Team are working on a number of efforts with Butte PIO to provide consistent relevant information to the public.

1. The Butte County Drought Website (www.buttecounty.net/drought) has been updated to show information on the Water Hauling program and a link to the Department of Water & Resource Conservation's Drought Information page for resources on water conditions, water conservation and other resources for private well owners.
2. The Drought Information page((www.buttecounty.net/drought) includes information pertaining to:
    a. Current Drought Assistance Programs through OEM
    b. Current water level conditions
    c. List of agencies tracking the drought
    d. Drought Impact Analysis Study information
    e. Financial Resources to Assist Residents
    f. Butte County Drought Response/Drought Task Force information including members, meetings, and agendas
3. The team will continue to create PSAs and ensure the Website reflects the most current information.

Month:	***July 2022***		
Date	**Task Description/Notes**	**Regular Hrs and Duties** ***(M-F)***	**After Hrs**
7/1/22	Performed daily checks, checked lubrication of all pumps. Topped oil off at Holland and Library site.	1.75	
7/4/22	Performed daily checks, checked lubrication of all pumps.	1.75	
7/5/22	Performed daily checks, checked lubrication of all pumps. Responed to high usage verification at 9424 Dywer Ct.	1.75	
7/6/22	Performed daily checks, checked lubrication of all pumps.	1.75	
7/7/22	Performed daily checks, checked lubrication of all pumps. Picked up quarterly sample bottles from Pace Labs.	2.00	
7/8/22	Performed daily checks, checked lubrication of all pumps. Topped oil off at Holland and Library site. Placed 15% down payment for covers for both Alley and Holland site tanks. Placed reservation for VAC Trailer for 2368 Florida Ln leak. Replumbed sand filter discharge at Holland site. Cleaned Library site.	3.00	
7/11/22	Performed daily checks, checked lubrication of all pumps. Added 42 gallons to Library. 6am- Repsonded to no water complaint at 2404 Brown St. Neighbors have water. Customer had no water presssure. Customer's husband accidently left main isolation to the house shut off. Turned water back on.	2.50	
7/12/22	Performed daily checks, checked lubrication of all pumps.	1.75	
7/13/22	Performed daily checks, checked lubrication of all pumps. Picked up Vac Truck from guy rents. Fully exposed leak near Almendra. Exposed buried meter at 2345 Florida Ln. (W.O. #130) Exposed leak behind 2368 Florida. Oak tree on property has damaged service connections for 2393 Brown St., 2387 Brown St., and 2372 Florida St. Cut out all roots damaging our service line. Isolated 2393 Brown St. and connected them to flat rate neighbor. Tracked down crucial parts at Ferguson and Core & Main. Scheduled repair for Monday. the 14th.	8.00	
7/14/22	Performed daily checks, checked lubrication of all pumps. Sourced remaining parts for leak repair on Monday from Chico Sprinkler and Buttes Pipe.	3.00	
7/15/22	Performed daily checks, checked lubrication of all pumps. Topped oil off at Holland and Library site. Passed out 170 door hangers.	4.00	
7/18/22	Performed daily checks, checked lubrication of all pumps. Met with Brown Engineering to fix leaks at Almendra and 2368 Florida. Both leaks fixed. Pressure tested and backfilled with sand.	7.00	

Date	Task Description/Notes	Regular Hrs and Duties *(M-F)*	After Hrs
7/19/22	Performed daily checks, checked lubrication of all pumps. Met with Ideal Steel to build covers for tanks at Alley site and Holland site. Cleaned Holland site. Removed weeds around Holland fill station. Re set valve box. Painted valve boxes and hydrant at fill station. Responded to 3 USA requests.	7.00	
7/20/22	Performed daily checks, checked lubrication of all pumps. Changed broken pump tube at Library. Added 36 gallons to Library.	2.00	
7/21/22	Performed daily checks, checked lubrication of all pumps.	1.75	
7/22/22	Performed daily checks, checked lubrication of all pumps. Topped oil off at Holland and Library site.	1.75	
7/25/22	Performed daily checks, checked lubrication of all pumps.	1.75	
7/26/22	Performed daily checks, checked lubrication of all pumps.	1.75	
7/27/22	Performed daily checks, checked lubrication of all pumps.	1.75	
7/28/22	Performed daily checks, checked lubrication of all pumps. Pulled Monthly, Quarterly, and Annual samples and delivered them to Pace Labs.	2.25	
7/29/22	Performed daily checks, checked lubrication of all pumps. Topped oil off at Holland and Library site. Added 28 gallons to Library site, 30 gallons to Alley and 24 gallons to Holland.	2.25	
Monthly Production			
3,063,739 Cubic Ft.			
Total Regular Hours		**60.50**	
Total Extra Regular Hours over 48 hrs/month, excluding meter reading		12.50	
Total Additional After Hours			**0.00**
	Meter Reading		
Signature:	*Michael Butler*	.	
Title:	Operator		

Work Order Statistics

8/11/2022 **01/01/2021 thru 08/31/2022** **1**

Year	Month	Issued	Complete	Open	Avg Comp Days	Avg Open Days
2021	09	6	6		98	0
2021	10	24	14	10	128	310
2021	11	2	2		69	0
2021	12	12	7	5	78	257
2022	01	7	6	1	7	212
2022	02	12	5	7	25	204
2022	03	6	2	4	20	164
2022	04	3	3		24	0
2022	05	5	4	1	0	96
2022	06	6	3	3	0	72
2022	07	2	2		10	0
2022	08	3	1	2	1	28
		88	**55**	**33**		

12 Items

Order No	Tap	Issued	Completed	Name	Assigned to	Location
111	933	10/13/21	R	Andrea and Marcus Mahling	Water Operator	9287 Holland Ave
APN 039-460-048 Loc ID 039-460048 10/13/2021 jlt: Install meter; convert from flat rate acct.						
112	920	10/13/21	R	Ilukowicz & Leach	Water Operator	2542 Durham-Dayton
APN 039-450014 Loc ID 039-450014 Install meter 9/26/2021 - water operator reports no access. 10/26/2021 - blank; no meter. Need to install meter.						
114	936	10/27/21	R	Devin Fosdick	Water Operator	2390 Brown St
APN 040-231-020 Loc ID 040-231020 Install water meter.						
119	201	10/28/21	R	Henry Mattei	Water Operator	2425 Durham St
Read Seq 215002 040-221-001 Loc ID 040-221001 meter not working; estimated readings since 5/26/2020.						
121	916	10/28/21	R	Christopher & Kimber Bresson	Water Operator	9416 Goodspeed St
Read Seq 500014 040-213-007 Loc ID 040-213007 meter not working; estimated readings since 5/26/2021.						
122	506	10/28/21	R	Bruce Hart	Water Operator	9499 Dillon Ct
Read Seq 601308 039-540-018 Loc ID 039-540018 meter not working; estimated readings since 5/26/2020.						
129	141	10/28/21	R	Billy Woodward	Water Operator	2403 Brown St

Order No	Tap	Issued	Completed	Name	Assigned to	Location
	Read Seq 209010 040-233-015 Loc ID 040-233015 1. unable to access meter because of dogs or possibly because cannot locate it. Need to check with water operator. 2. High AR - negotiated with administrative assistant.					
131	187	10/28/21	R	Gabriel Dawson	Water Operator	2363 Florida Ln
	Read Seq 105005 040-240-009 Loc ID 040-240009 meter not working; estimated readings since 7/2021.					
132	178	10/28/21	R	Brett Lavorko	Water Operator	9255 Goodspeed St
	Read Seq 100001 040-240-014 Loc ID 040-240014 Notify owner/resident of access issues regarding meter. Need to establish clarity on the issue with water operator, then contact owner and advise.					
133	209	10/28/21	R	Dominic Vannucci and Sarah Bilich	Water Operator	9420 Goodspeed St
	Read Seq 500012 040-213-006 Loc ID 040-213006 New meter recommended.					
136	264	12/1/21	R	Ken Piercy	Water Operator	9243 Goodspeed St
	Read Seq 100012 040-240-017 Loc ID 040-240017 Meter access issues.					
138	124	12/6/21	R	Ethan Withrow	Water Operator	2387 Durham St
	Read Seq 200013 040-221-009 Loc ID 040-221009 Flat rate account, but should be a metered account after having a meter installed. Owner has paid the new meter fee.					
139	11	12/16/21	R	Sandra Atteberry	Water Operator	9227 Midway

Order No	Tap	Issued	Completed	Name	Assigned to	Location
	Read Seq 104008 040-250-033 Loc ID 040-250033 12/16/2021 jlt: Sandra Atteberry, owner, came in to note that her water pressure was low and would like to have water operator stop by and check, and is no rush. OK to call. She mentioned that her account has meters installed, but never connected. Advised I would set up work order for water operator to check on the situation. mobile: (530)680-0124 land: (530)345-1601					
146	812	12/28/21	R	Richard Schell	Water Operator	9587 Sunsup Ln
	Loc ID 039-540046 Does meter need replacing?					
148	22	12/30/21	R	Jed Hait	Water Operator	2393 Brown St
	Read Seq 209014 040-233-017 Loc ID 040-233017 Repeated estimated readings; need to clarify with water operator if this is a meter issue, an access issue, or something else.					
154	153	1/31/22	R	DC Investments One	Water Operator	9210 Goodspeed St
	Read Seq 104010 040-250-016 Loc ID 040-250016 Check meter and access. Repeated estimated readings.					
157	27	2/8/22	R	Brenda McLaughlin	Water Operator	2400 Faber St

Order No	Tap	Issued	Completed	Name	Assigned to	Location

Read Seq 213005
040-223-016
Loc ID 040-223016

8/9/2022 jlt - s/w customer Brenda McLaughlin regarding this still unresolved issue. She requested that the matter be considered at the August 2022 BOD meeting.

5/4/2022 jlt - s/w customer Brenda McLaughlin regarding meter; she has been the owner of the property since 1970, so no meter was installed as far as she knows. Advised her that District would look into the matter; the account might have a meter installed, but should not have been changed to metered rate. Discussed difference between metered base rate ($35.07) vs flat rate ($63.78). She agreed to allow me to look into the matter more and get back to her; possibly this is a metered account to be billed a flat rate, similar to Acct 110. She also requested minutes of meeting where 2019-2022 rate schedule was adopted be emailed to her (creekside500@gmail.com). The discussion was calm and professional.

Texted Mike Butler to confirm that the meter is recording usage at 2400 Faber Street.

4/29/2022 - see ltr to customer dtd 4.29.2022 explaining metered charges going forward.

4/27/2022 - water operator located meter; there were two meters installed in one meter box. (Acct 27- 2400 Faber and Acct 147 - 2396 Faber)
Set up meter book page 82-b and entered initial reading of 4174.

Need to check with directors on whether estimated add'l charges are warranted for past unbilled usag--perhaps charge difference between flat rate and monthly base rate?

Need to advise owner of oversight and changes moving forward.

Acct 27 is set up as a metered rate 220, but is not in meter book.

Does this address have a meter that is not being read?
Does this account need a meter?

158	28	2/8/22	R	Erika Withrow	Administrative Assistan	9327 Holland Ave

Read Seq 519010
039-460-045
Loc ID 039-460045

Acct 28 has a meter, but is billed at flat rate 200 + usage. May need to re-adjust to flat rate 220 and calculate credit/debit.

159	133	2/8/22	R	Wes Lybbert	Water Operator	2370 Campbell St

Read Seq 300018
040-222-006
Loc ID 040-222006

Old notes in meter book (02/2021) flagged this account as possibly needing a new meter.

Please review and advise. Readings since 2/2021 seem fine.

160	930	2/8/22	R	Raymond and Lisa Rodriguez	Water Operator	2570 Durham-Dayton

APN 039-520-034
Loc ID 039-520034

Does meter need replacing? Access issues?
Estimated readings since 12/2021.

Order No	Tap	Issued	Completed		Name	Assigned to	Location
161	913	2/8/22		R	Matthew and Tamara Eubanks	Water Operator	2394 Campbell St

040-221-029
Loc ID 040-221029

Does meter need replacing/installation?
0 readings since 05/2021. Old acct 333 for more history.

note in file: "4/8/2021 jlt: s/w Matt Eubanks and confirmed new account. This will be a rental house and they will advise when tenant moves in."

163	662	2/8/22		R	Anne Botello	Water Operator	9307 Sarah Ann Ct

Read Seq 901037
039-460-057
Loc ID 039-460057

Does meter need replacing?
Old note in meter book suggested new meter 03/2021.
Please advise if this has been resolved.

164	261	2/8/22		R	Dickalyn Porter	Water Operator	9339 Goodspeed St

Read Seq 200007
040-223-009
Loc ID 040-223009

Old undated note from GM mentioned that there is some water seepage in this area ("flooded" is the word used in the note). When convenient, please assess and advise if further action is needed.

170	226	3/15/22		R	Catherine Bailey	Administrative Assistan	9393 Goodspeed St

Read Seq 500001
040-214-006
Loc ID 040-214006

4/26/2022 jlt: sent letter to customer to close matter. (Keep WO#170 open for one more billing cycle through 6/2022.)

4/21/2022 jlt: drafted letter to owner after discussion at 4/17 BOD meeting. Billing stands, given the meter is not broken and reading was accurate. Draft letter being reviewed by BOD.

3/22/2022 jlt: l/m with customer to discuss matter.Meter is not broken.

3/17/2022 jlt: Water operator took a reading of 0109 on meter.

Received customer query regarding meter reading being high for last month. Send water operator out to re-read meter.

4/13/2022 - current notes from Sequoyah Utility Screen

*4/13/2022 jlt: rec'd letter from customer following up on bill for high water usage

3/13/2022 jlt: rec'd call from customer questioning high water usage for last period (1/31-2/25) when water was turned off, no irrigation. 650-892-5441. Set up work order for Water Operator to recheck reading, since it does look irregular compared to previous readings. SEE WO#170

Order No	Tap	Issued	Completed	Name	Assigned to	Location
171	243	3/15/22	R	Tink, Inc.	Water Operator	9336 Midway

Read Seq 310002
040-200-002
Loc ID 040-200092

Please determine what address/customer is receiving this water. The customer currently listed on the account - Tink, Inc. - does not believe it is their usage and refuses to pay the bill, so this is a high AR account (as of 5/2022 - >$900).

4/28/2022 jlt: parcel research for addresses in the area:
9330 Midway - Address not in County GIS
9336 Midway - Appears to be an abandoned building, JONES JONATHAN A & LEEANN R 040-200-092-000
9344 Midway - Address not in County GIS

Old note from file on this matter relating to a demand request:
"4/21/2020 - from Kamie to title company:
"When we talked previously, you asked about 9336 Midway and I found that it does not show up in our system as having a water account.
When I looked it up on the County's GIS database, it showed two addresses on the 092 parcel, which included the 9344 Midway address.
However, when I looked on Google Maps, the 9344 and 9348 address are on the 095 parcel. The error in the County's GIS database may be because of the slight offset of the parcel line, and thus the software might just put the address on the wrong parcel (the County's GIS data also puts 9348 on the wrong building), that is likely the error….
"The issue we need to resolve is how 9336 gets its water, as there is not an account that shows up in our water customer system. This may mean that 9336 is tied to the 9344 water line, which is a flat rate service line. Each parcel should have its own water line. Also, when a parcel changes ownership, a water service line is required to have a meter installed (if it is currently a flat rate service line)."

172	501	3/17/22	R	Goodspeed Commons	Water Operator	9225 Goodspeed St

Read Seq 120000

Note in meter book "replace hose bib."

173	143	3/30/22	R	Janet Bynum	Water Operator	9389 Goodspeed St

Read Seq 200018
040-214-007
Loc ID 040-214007

3/29/2022 - water operator reports cracked sight glass on meter that might need repair or replacement.

182	306	5/27/22	R	Ron Gunn	Water Operator	9407 Dwyer Ct

Read Seq 701001
039-540-028
Loc ID 039-540028

5/26/2022 - water operator reports possible leak

183	507	6/2/22	R	Jamie Payne	Water Operator	9435 Dillon Ct

Order No	Tap	Issued	Completed	Name	Assigned to	Location
	Read Seq 601205 039-540-150 Loc ID 039-540150 6/2/2022: Please look into a customer inquiry regarding the following: Customer has noticed that water pressure has been very low for the last week. His sprinklers are not moving because of the low pressure. It is okay to contact the owner directly at this number: 530-514-6393					
186	203	6/28/22	R	Almendra Winery		9275 Midway
	Read Seq 100011 040-234-004 Loc ID 040-234004 Please look into a possible leak. Reported during meter reading.					
187	110	6/28/22	R	Derena Bettencourt	Water Operator	2344 Florida Ln
	Read Seq 209013 040-233-031 Loc ID 040-233031 Does meter need replacing? Water operator notes that meter is broken.					
192	806	8/2/22	R	Durham CUMC Parson	Water Operator / Admir	2404 Durham-Dayton
	Please look into the following: This is a flat rate account being charged a non-standard fixed amount. (should be $63,78; is charged $39.93). Please look into two issues: 1. service line and how difficult (expensive) would it be to install meter 2. what kind of water usage does this account have? Is there a lot of landscaping or amenities that use water? We are considering offering the customer two options - A. encourage meter install now - $650 meter fee, and update to metered rate $35.07/mo + usage; meter is required in any case by 2025. B. charge standard fixed rate amount of $63.78/month.					
194	955	8/3/22	R	Caitlin and Michael Crete		2514 Durham-Dayton
	APN 039-450-005 Loc ID 039-450005 Please install new meter for a previously unmetered account (new connection or conversion from flat rate). Also update meter book - need to add new page. Please advise if I need to make billing address changes. New meter fee has been paid.					

Order No	Tap	Issued	Completed		Name	Assigned to	Location
103	615	9/28/21	10/4/21	R	Farm and Trade	Water Operator	9287 Midway
Read Seq 308002							
104	508	9/29/21	2/14/22	R	John Pyle	Water Operator	2338 Brown St
Read Seq 300002							
106	907	9/30/21	3/3/22	R	Bret and Jennifer Crowe	Water Operator	9620 Southwind Ct
APN 039-540-045							
107	928	9/30/21	11/2/21	R	LDI Land & Home, I	Water Operator	30 San Rafael Ct
APN 040-280-123							
108	312	9/30/21	2/3/22	R	Kevin Phillips	Water Operator	9478 Dillon Ct
Read Seq 601302							
109	918	10/5/21	2/14/22	R	Camp & McLaughlin	Water Operator	9408 Goodspeed St
040-213-004							
110	107	10/5/21	2/3/22	R	Renea Tamietti	Water Operator	2360 Faber St
Read Seq 200005							
113	934	10/18/21	12/3/21	R	Angela and Nathan Miller	Water Operator	9604 Southiwnd Ct
APN 039-540-049							
115	102	10/28/21	7/6/22	R	Albert Amator	Water Operator	2400 Campbell St
Read Seq 215011							
116	129	10/28/21	12/10/21	R	Robert Hindman	Water Operator	2404 Campbell St
Read Seq 215009							
117	165	10/28/21	12/10/21	R	Aaron Weeber	Water Operator	2406 Campbell St
Read Seq 215018							
118	206	10/28/21	1/4/22	R	Larry Bultema	Water Operator	9330 Holland Ave
Read Seq 215001							
123	246	10/28/21	12/29/21	R	Matthew Stanton	Water Operator	2508 Durham-Dayton
Read Seq 602003							
124	247	10/28/21	12/29/21	R	Damon Pound	Water Operator	2510 Durham-Dayton
Read Seq 602004							

Order No	Tap	Issued	Completed		Name	Assigned to	Location
125	673	10/28/21	2/3/22	R	Cliff & Kristine Keene	Water Operator	2315 Via Calle Ct
Read Seq 901048							
126	500	10/28/21	2/14/22	R	Kari Billson	Water Operator	9341-C Midway
Read Seq 300016							
127	94	10/28/21	7/6/22	R	Courtney Willows	Administrative Assistan	2378 Faber St
Read Seq 213013							
128	146	10/28/21	7/6/22	R	David & Katrina Jessen	Administrative Assistan	2411 Brown St
Read Seq 209006							
130	188	10/28/21	7/14/22	R	Victor/Rosie Lopez	Water Operator	2345 Florida Ln
Read Seq 105002							
134	646	11/17/21	1/1/22	R	Brian Ring	Administrative Assistan	9470 Van Ness Way
Read Seq 901021							
135	257	11/29/21	3/3/22	R	John & Christy Patterson	Water Operator	2368 Florida Ln
Read Seq 209009							
137	173	12/1/21	7/6/22	R	John Staples	Water Operator	2381 Durham St
Read Seq 200015							
140	279	12/21/21	12/21/21	R	James Patterson	Water Operator	2534 Durham-Dayton
Read Seq 602011							
141	278	12/21/21	12/21/21	R	Erika Rust	Water Operator	2530 Durham-Dayton
Read Seq 602010							
142	938	12/28/21	2/15/22	R	Martin Van Gundy	Water Operator	9383 Midway A
APN 040-215-016							
143	939	12/28/21	2/15/22	R	Martin Van Gundy		9383 Midway B
APN 040-215-017							
144	940	12/28/21	2/11/22	R	Durham Gun Shop		9385 Midway
APN 040-215-018							
145	910	12/28/21	7/6/22	R	Bethany and Samuel Casale	Water Operator	2398 Durham St
040-214-012							

Order No	Tap	Issued	Completed		Name	Assigned to	Location
147	5	9/22/21	2/3/22	R	Susan Clements	Water Operator	2407 Faber St
Read Seq 211008							
149	934	1/10/22	1/12/22	R	Angela and Nathan Miller	Water Operator	9602 Southwind Ct
APN 039-540-049							
150	652	1/10/22	2/3/22	R	Joe Albert	Water Operator	9340 La Rose Ct
Read Seq 901027							
151	176	1/12/22	1/12/22	R	Dolores McHenry	Water Operator	2396 Brown St
Read Seq 211007							
152	263	1/12/22	1/12/22	R	Gary Wolf	Water Operator	2396 Serviss St
Read Seq 101008							
153	682	1/24/22	2/7/22	R	Susan Donohue	Water Operator	2335 Via Calle Ct
Read Seq 901057							
155	200	1/31/22	2/3/22	R	Berton Bertagna	Water Operator	9287 Midway / Almen
Read Seq 308004							
156	654	2/3/22	5/27/22	R	Steve Lucena	Administrative Assistan	9339 La Rose Ct
Read Seq 901029							
165	660	2/14/22	2/15/22	R	Gina Schweitzer	Water Operator	9216 Goodspeed St
Read Seq 901035							
166	924	2/10/22	2/22/22	R	Tom Knight	Administrative Assistan	9637 Southwind Ct
039-540-057							
167	638	2/22/22	2/23/22	R	Tod Leininger	Water Operator	2487 Tracy Ranch Rd
Read Seq 901012							
168	704	2/22/22	2/24/22	R	Manuel Sanchez-Palacios	Administrative Assistan	2575 Burdick Rd
Read Seq 901071							
169	283	3/7/22	3/7/22	R	Troy Morse	Water operator	2548 Durham-Dayton
Read Seq 602021							
174	635	4/13/22		R	Steve Bunch	Water Operator	9325 Sarah Ann Ct
Read Seq 901008							

Order No	Tap	Issued	Completed		Name	Assigned to	Location
175	928	4/14/22		R	Jerry Tucker Const	Water Operator	30 San Rafael Ct
	APN 040-280-123						
176	268	4/25/22	5/19/22	R	Robin McMichael	Water Operator	9314 Goodspeed St
	Read Seq 300004						
177	273	3/16/22	4/26/22	R	Select Property Mg	Administrative Assistan	2339 Brown St
	Read Seq 308005						
178	91	5/12/22	5/13/22	R	Victoria Wilsey	Water Operator	2385 Campbell St
	Read Seq 200008						
179	940	5/17/22	5/19/22	R	Durham Gun Shop	Water Operator	9385 Midway
	APN 040-215-018						
180	52	5/24/22	5/24/22	R	Karl Gabski	water operator	9343 Holland Ave
	Read Seq 519108						
181	317	5/24/22	5/24/22	R	Robert Spaulding	Water Operator	2586 Widgeon Ln
	Read Seq 801002						
184	255	6/14/22	6/14/22	R	Rosemarie Brown	Water operator	2383 Faber St
	Read Seq 211016						
185	665	6/20/22	6/20/22	R	Frederick Montgomery	Water Operator	9626 Southwind Ct
	Read Seq 901040						
188	244	7/5/22	7/25/22	R	Veronica Masuda	Water Operator	9434 Dwyer Ct
	Read Seq 701006						
189	257	6/30/22	6/30/22	R	John & Christy Patterson	Water Operator	2368 Florida Ln
	Read Seq 209009						
190	636	7/18/22	7/18/22	R	Lisa Johnson	Water Operator	2503 Tracy Ranch Rd
	Read Seq 901010						
193	947	8/3/22	8/4/22	R	Steven and Michelle Bunch	Water Operator	30 San Rafael Ct
	Read Seq 2-23a						

INTEROFFICE MEMORANDUM

TO: BOARD OF DIRECTORS
FROM: JEANNIE TRIZZINO
SUBJECT: ACCOUNT 27 – 2400 FABER STREET
DATE: AUGUST 11, 2022

The District has a connection at 2400 Faber Street (Acct 27), a longstanding account in good standing that was set up as a flat rate account.

There has been no change in ownership and there is no record of any meter fee either either requested or collected. The owner was charged the base rate for a metered account, but no readings were collected.

In April 2022, after looking into the mismatch (metered rate, but no meter readings), the meter was located and in May 2022 the District started obtaining meter readings. The owner was advised by letter of the change and the account was converted to the appropriate metered billing rate.

Based on my experience with the District, since there has been no change in ownership, the owner may be allowed to continue being charged the appropriate flat rate for service, regardless of whether there is a meter present. In any case, the District will continue to collect meter readings.

The difference between the flat rate ($318.90) and the amount paid by the owner for the period of April 2022 through August 2022 ($205.00) is <$113.90>.

A/R Analysis - Acct 27 - 2400 Faber

Bill Date	Meter Reading p. 2-82b	Usage	Per CCF rate	Usage charge	Monthly Base Rate	Total Base + Usage	Monthly Flate Rate	Amount Received		
					Rate 220	Billed	Rate 200	Amt Recd	CK No.	Date Recd
Apr-22	--	*0*	1.00	$ -	$ 35.07	$ 35.07	$ 63.78	$ 30.00	6123	4/18/2022
May-22	*4714*	*0*	1.00	$ -	$ 35.07	$ 35.07	$ 63.78	$ 35.00	6139	5/7/2022
Jun-22	*4769*	*55*	1.00	$ 55.00	$ 35.07	$ 90.07	$ 63.78	$ 40.00	6157	6/14/2022
Jul-22	*4845*	*76*	1.00	$ 76.00	$ 35.07	$ 111.07	$ 63.78	$ 50.00	6171	7/11/2022
Aug-22	*4929*	*84*	1.00	$ 84.00	$ 35.07	$ 119.07	$ 63.78	$ 50.00	6184	8/3/2022
					TOTAL	$ 390.35	$ 318.90	$ 205.00	**Pmt Rec'd**	
						metered	flat			
Flat rate less Amt pd =			$ 113.90							

1_Management\0-Admin Miscellaneous\Admin Projects\Project - Acct 27 2400 Faber (04.2022)

I would like guidance from the board to confirm the above analysis and whether it wishes any other actions taken regarding the applicable rate schedule (meter vs flat), the meter fee, expansion of the time frame under consideration to earlier than May 2022, or any other issues.

Relevant documents located on the server here:

\1_Management\0-Admin Miscellaneous\Admin Projects\Project - Acct 102 2400 Faber (04.2022)