

**Durham Irrigation District Board of Directors
Board Meeting**

April 18, 2023 - 5:30 PM

AGENDA

COPIES OF THIS AGENDA AVAILABLE FROM:

Durham Irrigation District Office or Online at www.didwater.org

- *The Board of Directors is committed to making its meetings accessible to all citizens. Any person requiring special accommodation to participate is requested to contact the District Office at 530-343-1594 at least 48 hours in advance of the meeting.*
- *The Board of Directors or its Chair, pursuant to Government Code section 54954.3, reserve the right to impose reasonable regulations 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.*
- Starred items (*) indicate materials in the agenda packet.

Posted: 3:00 PM, April 13, 2023 at 9418-C Midway, Durham, CA 95938 and www.didwater.org.

Board of Directors:

Matt Doyle, Chair
Raymond Cooper, Director
Kevin Phillips, Director

District Staff:

Mike Butler, Water Operator
Jeannie Trizzino, Administrative Assistant

AGENDA ITEMS:

1 CALL TO ORDER

- 1.1 Roll Call/Establishment of Quorum
- 1.2 Introduction of Guests

2 CLOSED SESSION – ANTICIPATED LITIGATION (Government Code §54956.9(d)(2) or (d)(3))

- 2.1 Significant exposure to litigation; one potential case.

3 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.

4 PRESENTATIONS

All Items Informational/Possible Action

- 4.1 * Vina GSA Update – Durham Irrigation District Cost Share – Kamie Loeser, Director
Department of Water and Resource Conservation, Butte County

5 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

Attachments

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 following Consent Agenda items.

- 5.1 Monthly Financial Report for March 2023, including:
 - 5.1.1 * Balance Sheet
 - 5.1.2 * Profit & Loss Statement
 - 5.1.3 * Previous Year Comparison
 - 5.1.4 * General Ledger
 - 5.1.5 * Board Recap, Water Sales and AR Aging Report
- 5.2 * Approval of the Warrant Sheet from March 21, 2023 to April 17, 2023, including payments, deposits, and transaction adjustments.
- 5.3 * Approval of the minutes for the March 21, 2023 **Regular** Board Meeting.
- 5.4 * Approval of the minutes for the March 20, 2023 **Special** Board Meeting.

6 REGULAR AGENDA

- 6.1 Items Removed from Consent Agenda

7 CORRESPONDENCE

All Items Informational/Possible Action/Direction

- 7.1 * Butte LAFCo Budget Committee Agenda (03.23.2023)
- 7.2 * Financial Transactions Report (FTR) 2021 Durham Irrigation District (2022)
- 7.3 * Ltr. from SDRMA (03.27.2022) estimated 2023-2024 contribution

8 WATER OPERATIONS BUSINESS

- 8.1 Ongoing/New Business
All Items Informational/Possible Action/Direction
- 8.2 * Review of Water Operator Log for March 2023 (Operator Mike Butler)
- 8.3 * Monthly Work Order Status Report through April 13, 2023

9 GENERAL BUSINESS

- 9.1 District Activities and Status Report from District Engineer.
(All Items Informational/Possible Action/Direction)
Status Updates and Activities Not Requiring Board Action
 - 9.1.1 Capital Improvement Plan Update
 - 9.1.2 District Funding Options Update
 - 9.1.3 Project Update: USBR Grant Funded Lead Service Laterals Replacement Project
 - 9.1.4 Update: Easement Agreement between DID and DUSD for connections along east side of Durham Dayton Highway.
 - 9.1.5 Well Agreement between DID and Kyle and Shanna Brock.
Action Requested: Authorize execution of Well Agreement under which DID would not object to Brock seeking other authorizations and permits to construct

a groundwater well for limited/emergency use on the Brock property under DID's boundaries.

- 9.2 Development Projects. Review status of development projects' activities.
 - 9.2.1 No development project updates.
- 9.3 * Proposal for Public Outreach Services
Action Requested: Review draft proposal.
- 9.4 Memorandum to Board
 - 9.4.1 * District Fiscal Officer
Action Requested: Review options for future District Fiscal Officer.
- 9.5 Update on Accounts Receivable Status.
Action Requested: Update from staff on collections status.
- 9.6 Policy and Procedure Manual Updates.
 - 9.6.1 Introduction (Doyle)
 - 9.6.2 Water Rates, Operating fees, and Billing Procedure (Phillips)

10 ATTORNEY REPORT

- 10.1 Updates from Legal Counsel not discussed under other Agenda Items
See Closed Session Items in Section 13.
- 10.2 Updates on Vina GSA Fee allocation

11 VINA GSA

(All Items Informational/Possible Action/Direction)

See Vina GSA Calendar online here: <https://www.vinagsa.org/calendar>

- 11.1 Vina GSA SHAC Meetings
- 11.2 Vina GSA Board Meetings
- 11.3 Vina GSA/RCRD GSA Board Meetings

12 DIRECTORS' COMMENTS:

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

13 CLOSED SESSION – if needed

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

14 ADJOURNMENT

Adjourn to the next Regular Board Meeting, May 16, 2023.

Item 4.1

April 18, 2023

Durham Irrigation District Board of Directors Meeting

Vina GSA – Durham Irrigation District Recommended Cost Share

Vina GSA Service Area	Acreage	Cost Share %
Vina Net Total	180,937.6	99.72%
Durham Irrigation District	497.4	0.28%
Total Vina Assessable	181,435	100.00%

Vina GSA/Durham Irrig District Cost Share Scenario	FY23-24	FY24-25	FY25-26	FY26-27	FY27-28
Total Vina Revenue Projections (No Grants)	\$334,725	\$490,718	\$481,108	\$503,801	\$513,967
Vina GSA Cost Share (99.72%)	\$533,228	\$489,344	\$479,761	\$502,390	\$512,528
Durham Irrigation District Cost Share (0.28%)	\$1,497	\$1,374	\$1,347	\$1,411	\$1,439



Slide 13

Durham Irrigation District

Balance Sheet

As of March 31, 2023

Mar 31, 23

ASSETS

Current Assets

Checking/Savings

Current Assets

Cash	47,106.81
Cash on Hand	100.00
Development Fees	36,660.24
Savings	14,380.67
California CLASS	184,505.47

Total Current Assets 282,753.19

Total Checking/Savings 282,753.19

Total Current Assets 282,753.19

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	<u>-434,456.00</u>

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 852,665.89

LIABILITIES & EQUITY

Equity

NET POSITION

Net Investment in Capital Asset 566,549.00

Total NET POSITION 566,549.00

Unrestricted Net Assets 329,892.09

Net Income -43,775.20

Total Equity 852,665.89

TOTAL LIABILITIES & EQUITY 852,665.89

Durham Irrigation District
Profit & Loss
 January through March 2023

	<u>Jan 23</u>	<u>Feb 23</u>	<u>Mar 23</u>	<u>TOTAL</u>
Ordinary Income/Expense				
Income				
Water Sales Income				
OPERATING REVENUES				
Meter Sales	0.00	1,300.00	0.00	1,300.00
Water Sales	30,527.77	18,553.94	24,159.91	73,241.62
Total OPERATING REVENUES	<u>30,527.77</u>	<u>19,853.94</u>	<u>24,159.91</u>	<u>74,541.62</u>
Total Water Sales Income	<u>30,527.77</u>	<u>19,853.94</u>	<u>24,159.91</u>	<u>74,541.62</u>
Total Income	<u>30,527.77</u>	<u>19,853.94</u>	<u>24,159.91</u>	<u>74,541.62</u>
Expense				
Contract Services				
Accounting Fees	850.00	649.73	6,481.75	7,981.48
Engineering Support	6,972.50	6,922.50	5,810.50	19,705.50
Legal Fees	2,160.00	13,893.06	6,689.50	22,742.56
Management & Administration	0.00	1,818.75	0.00	1,818.75
Total Contract Services	<u>9,982.50</u>	<u>23,284.04</u>	<u>18,981.75</u>	<u>52,248.29</u>
OPERATING EXPENSES				
Administration				
Board Stipends	300.00	400.00	800.00	1,500.00
District Wages, Taxes, Insur.				
Insurance	1,190.86	0.00	0.00	1,190.86
Payroll Service Fees	298.20	123.20	134.40	555.80
Payroll Tax Expense	302.55	459.13	248.21	1,009.89
Wages	2,597.00	3,941.00	3,003.00	9,541.00
Total District Wages, Taxes, Insur.	<u>4,388.61</u>	<u>4,523.33</u>	<u>3,385.61</u>	<u>12,297.55</u>
Fees, Dues, Memberships	4,990.58	0.00	0.00	4,990.58
Office Expense				
Postage	800.00	200.00	200.00	1,200.00
Software	0.00	137.50	0.00	137.50
Supplies	306.66	823.55	213.06	1,343.27
Website Hosting	75.00	75.00	75.00	225.00
Total Office Expense	<u>1,181.66</u>	<u>1,236.05</u>	<u>488.06</u>	<u>2,905.77</u>
Rent	650.00	821.33	650.00	2,121.33
Software Fees	130.00	70.00	250.00	450.00
Utilities				
Garbage	124.16	133.75	133.75	391.66
Gas & Electric	4,204.73	3,856.03	3,914.50	11,975.26
Telephone/Internet	200.76	344.52	200.76	746.04
Total Utilities	<u>4,529.65</u>	<u>4,334.30</u>	<u>4,249.01</u>	<u>13,112.96</u>
Water System Maint,Repair,Repl				
Regular Operations & Maint				
O & M Supplies	2,472.82	2,309.79	2,948.74	7,731.35
Water Testing Fees	0.00	471.92	246.48	718.40
Weed Management	800.00	800.00	2,000.00	3,600.00
Total Regular Operations & Maint	<u>3,272.82</u>	<u>3,581.71</u>	<u>5,195.22</u>	<u>12,049.75</u>

Durham Irrigation District
Profit & Loss
January through March 2023

	<u>Jan 23</u>	<u>Feb 23</u>	<u>Mar 23</u>	<u>TOTAL</u>
Water System Repair & Repl.+				
Repairs	0.00	760.00	6,949.79	7,709.79
Water Operator	3,378.28	3,378.28	3,378.28	10,134.84
Total Water System Repair & Repl.+	<u>3,378.28</u>	<u>4,138.28</u>	<u>10,328.07</u>	<u>17,844.63</u>
Total Water System Maint,Repair,Repl	<u>6,651.10</u>	<u>7,719.99</u>	<u>15,523.29</u>	<u>29,894.38</u>
Total Administration	<u>22,821.60</u>	<u>19,105.00</u>	<u>25,345.97</u>	<u>67,272.57</u>
Bank Service Charges	<u>345.48</u>	<u>314.17</u>	<u>241.02</u>	<u>900.67</u>
Total OPERATING EXPENSES	<u>23,167.08</u>	<u>19,419.17</u>	<u>25,586.99</u>	<u>68,173.24</u>
Total Expense	<u>33,149.58</u>	<u>42,703.21</u>	<u>44,568.74</u>	<u>120,421.53</u>
Net Ordinary Income	-2,621.81	-22,849.27	-20,408.83	-45,879.91
Other Income/Expense				
Other Income				
NON-OPERATING REVENUE				
Interest Income	699.54	661.38	743.79	2,104.71
Total NON-OPERATING REVENUE	<u>699.54</u>	<u>661.38</u>	<u>743.79</u>	<u>2,104.71</u>
Total Other Income	<u>699.54</u>	<u>661.38</u>	<u>743.79</u>	<u>2,104.71</u>
Net Other Income	699.54	661.38	743.79	2,104.71
Net Income	<u><u>-1,922.27</u></u>	<u><u>-22,187.89</u></u>	<u><u>-19,665.04</u></u>	<u><u>-43,775.20</u></u>

Durham Irrigation District
Profit & Loss
 January through March 2023

		TOTAL			
		Jan - Mar 23	Jan - Mar 22	\$ Change	% Change
Ordinary Income/Expense					
Income					
Water Sales Income					
OPERATING REVENUES					
Demand Fees		0.00	90.00	-90.00	-100.0%
Meter Sales		1,300.00	0.00	1,300.00	100.0%
Water Sales		73,241.62	89,763.84	-16,522.22	-18.41%
Total OPERATING REVENUES		74,541.62	89,853.84	-15,312.22	-17.04%
Total Water Sales Income		74,541.62	89,853.84	-15,312.22	-17.04%
Total Income		74,541.62	89,853.84	-15,312.22	-17.04%
Expense					
Contract Services					
Accounting Fees		7,981.48	7,289.75	691.73	9.49%
Engineering Support		19,705.50	3,110.00	16,595.50	533.62%
Legal Fees		22,742.56	7,203.60	15,538.96	215.71%
Management & Administration		1,818.75	0.00	1,818.75	100.0%
Total Contract Services		52,248.29	17,603.35	34,644.94	196.81%
OPERATING EXPENSES					
Administration					
Board Stipends		1,500.00	1,000.00	500.00	50.0%
Contract Services		0.00	821.72	-821.72	-100.0%
District Wages, Taxes, Insur.					
Insurance		1,190.86	1,191.73	-0.87	-0.07%
Payroll Service Fees		555.80	498.68	57.12	11.45%
Payroll Tax Expense		1,009.89	632.71	377.18	59.61%
Wages		9,541.00	5,791.50	3,749.50	64.74%
Total District Wages, Taxes, Insur.		12,297.55	8,114.62	4,182.93	51.55%
Fees, Dues, Memberships		4,990.58	3,909.79	1,080.79	27.64%
Office Expense					
Postage		1,200.00	706.02	493.98	69.97%
Software		137.50	0.00	137.50	100.0%
Supplies		1,343.27	371.28	971.99	261.79%
Website Hosting		225.00	225.00	0.00	0.0%
Total Office Expense		2,905.77	1,302.30	1,603.47	123.13%
Rent		2,121.33	1,350.00	771.33	57.14%
Software Fees		450.00	420.00	30.00	7.14%
Utilities					
Garbage		391.66	366.38	25.28	6.9%
Gas & Electric		11,975.26	11,443.17	532.09	4.65%
Telephone/Internet		746.04	682.90	63.14	9.25%
Total Utilities		13,112.96	12,492.45	620.51	4.97%
Water System Maint,Repair,Repl					
Regular Operations & Maint					
O & M Supplies		7,731.35	3,125.07	4,606.28	147.4%

Durham Irrigation District
Profit & Loss
January through March 2023

TOTAL				
	Jan - Mar 23	Jan - Mar 22	\$ Change	% Change
Water Testing Fees	718.40	653.20	65.20	9.98%
Weed Management	3,600.00	2,400.00	1,200.00	50.0%
Total Regular Operations & Maint	12,049.75	6,178.27	5,871.48	95.03%
Water System Repair & Repl.+				
Repairs	7,709.79	4,794.52	2,915.27	60.8%
Contractor	0.00	5,778.59	-5,778.59	-100.0%
Water Operator	10,134.84	9,420.00	714.84	7.59%
Total Water System Repair & Repl.+	17,844.63	19,993.11	-2,148.48	-10.75%
Total Water System Maint,Repair,Repl	29,894.38	26,171.38	3,723.00	14.23%
Total Administration	67,272.57	55,582.26	11,690.31	21.03%
Bank Service Charges	900.67	731.31	169.36	23.16%
Total OPERATING EXPENSES	68,173.24	56,313.57	11,859.67	21.06%
Total Expense	120,421.53	73,916.92	46,504.61	62.92%
Net Ordinary Income	-45,879.91	15,936.92	-61,816.83	-387.88%
Other Income/Expense				
Other Income				
NON-OPERATING REVENUE				
Interest Income	2,104.71	0.35	2,104.36	601,245.71%
Total NON-OPERATING REVENUE	2,104.71	0.35	2,104.36	601,245.71%
Total Other Income	2,104.71	0.35	2,104.36	601,245.71%
Other Expense				
Special District Projects				
Expenses				
Development Project Fees	0.00	1,847.50	-1,847.50	-100.0%
Total Expenses	0.00	1,847.50	-1,847.50	-100.0%
Total Special District Projects	0.00	1,847.50	-1,847.50	-100.0%
Total Other Expense	0.00	1,847.50	-1,847.50	-100.0%
Net Other Income	2,104.71	-1,847.15	3,951.86	213.94%
Net Income	-43,775.20	14,089.77	-57,864.97	-410.69%

Durham Irrigation District
General Ledger
As of March 31, 2023

Date	Num	Name	Memo	Paid Amount	Balance
Current Assets					302,418.23
Cash					67,515.64
03/01/2023		Deposit	Deposit	1,421.99	68,937.63
03/01/2023		Deposit	Deposit	300.00	69,237.63
03/02/2023		Deposit	Deposit	125.00	69,362.63
03/02/2023		Bank Charge		-241.02	69,121.61
03/03/2023		Deposit	Deposit	150.00	69,271.61
03/06/2023		Deposit	Deposit	229.26	69,500.87
03/06/2023		Deposit	Deposit	171.66	69,672.53
03/06/2023		Deposit	Deposit	63.78	69,736.31
03/07/2023		Deposit	Deposit	109.32	69,845.63
03/08/2023		Deposit	Deposit	372.61	70,218.24
03/08/2023		Postalia	ink cartridge	-148.54	70,069.70
03/09/2023		Deposit	Deposit	3,019.16	73,088.86
03/09/2023		Deposit	Deposit	2,289.41	75,378.27
03/09/2023		Deposit	Deposit	66.50	75,444.77
03/09/2023		Deposit	Deposit	470.30	75,915.07
03/10/2023		Wages		-1,031.15	74,883.92
03/10/2023		Deposit	Deposit	322.72	75,206.64
03/10/2023		Paychex		-67.20	75,139.44
03/10/2023		Payroll Taxes		-479.36	74,660.08
03/13/2023		Deposit	Deposit	245.38	74,905.46
03/13/2023		Deposit	Deposit	122.42	75,027.88
03/13/2023		Deposit	Deposit	328.07	75,355.95
03/15/2023		Deposit	Deposit	628.98	75,984.93
03/15/2023		Comcast		-200.76	75,784.17
03/16/2023		Deposit	Deposit	145.04	75,929.21
03/17/2023		Deposit	Deposit	55.52	75,984.73
03/20/2023		Deposit	Deposit	4,265.29	80,250.02
03/20/2023		Deposit	Deposit	2,242.42	82,492.44
03/20/2023		Deposit	Deposit	131.47	82,623.91
03/20/2023		Deposit	Deposit	91.93	82,715.84
03/20/2023		Postalia		-200.00	82,515.84
03/21/2023	9836	Kevin Phillips	Mar 2023	-200.00	82,315.84
03/21/2023	9837	James M. Doyle	Mar 2023	-200.00	82,115.84
03/21/2023	9838	Raymond Cooper	Mar 2023	-400.00	81,715.84
03/21/2023	9839	Higgins Pest & Weed Cont...		-800.00	80,915.84
03/21/2023	9840	JC Hernandez Maintenance	Feb 2023 alley cleanup/...	-1,200.00	79,715.84
03/21/2023	9841	Pace Analytical Services L...	colilert/coliform testing	-246.48	79,469.36
03/21/2023	9842	Sierra Water Utility	chlorine/parts/add'l labor	-274.55	79,194.81
03/21/2023	9843	Tozier's True Value Hardw...	parts	-102.33	79,092.48
03/21/2023	9844	Trites Backflow Services, L...	annual backflow inspecti...	-1,804.79	77,287.69
03/21/2023	9845	Northern California Fence	replace fence at library	-5,145.00	72,142.69
03/21/2023	9846	Ferguson Waterworks	parts - meter installation	-2,571.86	69,570.83
03/21/2023	9847	Camp & McLaughlin	Mar 2023 rent	-650.00	68,920.83
03/21/2023	9848	PG & E		-3,914.50	65,006.33
03/21/2023	9849	Recology		-133.75	64,872.58
03/21/2023	9850	Sequoyah		-250.00	64,622.58
03/21/2023	9851	Streamline		-75.00	64,547.58
03/21/2023	9852	Sheryl Bosman	bookkeeping	-581.75	63,965.83
03/21/2023	9853	Carter Law Office		-1,800.00	62,165.83
03/21/2023	9854	Northstar Engineering	CIP budget, meetings,co...	-5,810.50	56,355.33
03/21/2023	9855	Mathews, Hutton & Warre...	2020 audit	-5,900.00	50,455.33
03/21/2023	9856	Sierra Water Utility		-3,378.28	47,077.05
03/21/2023	9857	Jeannie Trizzino	reimb.	-64.52	47,012.53
03/21/2023	9858	Minasian, Meith, Soares, Se...	litigation - district special ...	-4,889.50	42,123.03
03/21/2023		Deposit	Deposit	151.44	42,274.47
03/22/2023		Deposit	Deposit	2,786.92	45,061.39
03/22/2023		Deposit	Deposit	232.58	45,293.97
03/23/2023		Deposit	Deposit	70.96	45,364.93
03/24/2023		Wages		-1,204.52	44,160.41
03/24/2023		Deposit	Deposit	75.20	44,235.61
03/24/2023		Paychex		-67.20	44,168.41
03/24/2023		Payroll Taxes		-536.18	43,632.23
03/27/2023		Deposit	Deposit	255.00	43,887.23
03/27/2023		Deposit	Deposit	90.05	43,977.28
03/28/2023		Deposit	Deposit	1,760.17	45,737.45
03/28/2023		Deposit	Deposit	125.55	45,863.00

Durham Irrigation District
General Ledger
As of March 31, 2023

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Paid Amount</u>	<u>Balance</u>
03/29/2023		Deposit	Deposit	66.00	45,929.00
03/30/2023		Deposit	Deposit	466.09	46,395.09
03/31/2023		Deposit	Deposit	711.72	47,106.81
		Total Cash		-20,408.83	47,106.81
		Cash on Hand			100.00
		Total Cash on Hand			100.00
		Development Fees			36,660.24
		Total Development Fees			36,660.24
		Savings			14,380.55
03/31/2023		Deposit	Deposit	0.12	14,380.67
		Total Savings		0.12	14,380.67
		California CLASS			183,761.80
03/31/2023		Deposit	Deposit	743.67	184,505.47
		Total California CLASS		743.67	184,505.47
		Total Current Assets		-19,665.04	282,753.19
		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			-329,892.09
		Total Unrestricted Net Assets			-329,892.09
		Water Sales Income			-50,381.71
		OPERATING REVENUES			-50,381.71
		Meter Sales			-1,300.00
		Total Meter Sales			-1,300.00
		Water Sales			-49,081.71
03/01/2023		Deposit	Deposit	-1,421.99	-50,503.70
03/01/2023		Deposit	Deposit	-300.00	-50,803.70
03/02/2023		Deposit	Deposit	-125.00	-50,928.70

Durham Irrigation District
General Ledger
As of March 31, 2023

Date	Num	Name	Memo	Paid Amount	Balance
03/03/2023		Deposit	Deposit	-150.00	-51,078.70
03/06/2023		Deposit	Deposit	-229.26	-51,307.96
03/06/2023		Deposit	Deposit	-171.66	-51,479.62
03/06/2023		Deposit	Deposit	-63.78	-51,543.40
03/07/2023		Deposit	Deposit	-109.32	-51,652.72
03/08/2023		Deposit	Deposit	-372.61	-52,025.33
03/09/2023		Deposit	Deposit	-3,019.16	-55,044.49
03/09/2023		Deposit	Deposit	-2,289.41	-57,333.90
03/09/2023		Deposit	Deposit	-66.50	-57,400.40
03/09/2023		Deposit	Deposit	-470.30	-57,870.70
03/10/2023		Deposit	Deposit	-322.72	-58,193.42
03/13/2023		Deposit	Deposit	-245.38	-58,438.80
03/13/2023		Deposit	Deposit	-122.42	-58,561.22
03/13/2023		Deposit	Deposit	-328.07	-58,889.29
03/15/2023		Deposit	Deposit	-628.98	-59,518.27
03/16/2023		Deposit	Deposit	-145.04	-59,663.31
03/17/2023		Deposit	Deposit	-55.52	-59,718.83
03/20/2023		Deposit	Deposit	-4,265.29	-63,984.12
03/20/2023		Deposit	Deposit	-2,242.42	-66,226.54
03/20/2023		Deposit	Deposit	-131.47	-66,358.01
03/20/2023		Deposit	Deposit	-91.93	-66,449.94
03/21/2023		Deposit	Deposit	-151.44	-66,601.38
03/22/2023		Deposit	Deposit	-2,786.92	-69,388.30
03/22/2023		Deposit	Deposit	-232.58	-69,620.88
03/23/2023		Deposit	Deposit	-70.96	-69,691.84
03/24/2023		Deposit	Deposit	-75.20	-69,767.04
03/27/2023		Deposit	Deposit	-255.00	-70,022.04
03/27/2023		Deposit	Deposit	-90.05	-70,112.09
03/28/2023		Deposit	Deposit	-1,760.17	-71,872.26
03/28/2023		Deposit	Deposit	-125.55	-71,997.81
03/29/2023		Deposit	Deposit	-66.00	-72,063.81
03/30/2023		Deposit	Deposit	-466.09	-72,529.90
03/31/2023		Deposit	Deposit	-711.72	-73,241.62
Total Water Sales				-24,159.91	-73,241.62
Total OPERATING REVENUES				-24,159.91	-74,541.62
Total Water Sales Income				-24,159.91	-74,541.62
Contract Services					33,266.54
Accounting Fees					1,499.73
03/21/2023	9852	Sheryl Bosman	bookkeeping	581.75	2,081.48
03/21/2023	9855	Matthews, Hutton & Warre...	2020 audit	5,900.00	7,981.48
Total Accounting Fees				6,481.75	7,981.48
Engineering Support					13,895.00
03/21/2023	9854	Northstar Engineering	CIP budget, meetings,co...	1,495.00	15,390.00
03/21/2023	9854	Northstar Engineering	litigation - meetings	303.00	15,693.00
03/21/2023	9854	Northstar Engineering	litigaion - cost of service	4,012.50	19,705.50
Total Engineering Support				5,810.50	19,705.50
Legal Fees					16,053.06
03/21/2023	9853	Carter Law Office		1,800.00	17,853.06
03/21/2023	9858	Minasian,Meith,Soares,Se...	litigation	4,889.50	22,742.56
Total Legal Fees				6,689.50	22,742.56
Management & Administration					1,818.75
Total Management & Administration					1,818.75
Total Contract Services				18,981.75	52,248.29
OPERATING EXPENSES					42,586.25
Administration					41,926.60
Board Stipends					700.00
03/21/2023	9836	Kevin Phillips	Mar 2023	200.00	900.00
03/21/2023	9837	James M. Doyle	Mar 2023	200.00	1,100.00

Durham Irrigation District
General Ledger
As of March 31, 2023

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Paid Amount</u>	<u>Balance</u>
03/21/2023	9838	Raymond Cooper	Mar 2023	400.00	1,500.00
		Total Board Stipends		800.00	1,500.00
		District Wages, Taxes, Insur.			8,911.94
		Insurance			1,190.86
		Total Insurance			1,190.86
		Payroll Service Fees			421.40
03/10/2023		Paychex		67.20	488.60
03/24/2023		Paychex		67.20	555.80
		Total Payroll Service Fees		134.40	555.80
		Payroll Tax Expense			761.68
03/10/2023		Wages		-354.85	406.83
03/10/2023		Payroll Taxes		479.36	886.19
03/24/2023		Wages		-412.48	473.71
03/24/2023		Payroll Taxes		536.18	1,009.89
		Total Payroll Tax Expense		248.21	1,009.89
		Wages			6,538.00
03/10/2023		Wages		1,386.00	7,924.00
03/24/2023		Wages		1,617.00	9,541.00
		Total Wages		3,003.00	9,541.00
		Total District Wages, Taxes, Insur.		3,385.61	12,297.55
		Fees, Dues, Memberships			4,990.58
		Total Fees, Dues, Memberships			4,990.58
		Office Expense			2,417.71
		Postage			1,000.00
03/20/2023		Postalia		200.00	1,200.00
		Total Postage		200.00	1,200.00
		Software			137.50
		Total Software			137.50
		Supplies			1,130.21
03/08/2023		Postalia	ink cartridge	148.54	1,278.75
03/21/2023	9857	Jeannie Trizzino	reimb.	64.52	1,343.27
		Total Supplies		213.06	1,343.27
		Website Hosting			150.00
03/21/2023	9851	Streamline		75.00	225.00
		Total Website Hosting		75.00	225.00
		Total Office Expense		488.06	2,905.77
		Rent			1,471.33
03/21/2023	9847	Camp & McLaughlin	Mar 2023 rent	650.00	2,121.33
		Total Rent		650.00	2,121.33
		Software Fees			200.00
03/21/2023	9850	Sequoyah		250.00	450.00
		Total Software Fees		250.00	450.00
		Utilities			8,863.95
		Garbage			257.91
03/21/2023	9849	Recology		133.75	391.66
		Total Garbage		133.75	391.66
		Gas & Electric			8,060.76

Durham Irrigation District
General Ledger
As of March 31, 2023

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Paid Amount</u>	<u>Balance</u>
03/21/2023	9848	PG & E		3,914.50	11,975.26
		Total Gas & Electric		3,914.50	11,975.26
		Telephone/Internet			545.28
03/15/2023		Comcast		200.76	746.04
		Total Telephone/Internet		200.76	746.04
		Total Utilities		4,249.01	13,112.96
		Water System Maint,Repair,Repl			14,371.09
		Regular Operations & Maint			6,854.53
		O & M Supplies			4,782.61
03/21/2023	9842	Sierra Water Utility	chlorine/parts/add'l labor	274.55	5,057.16
03/21/2023	9843	Tozier's True Value Hardw...	parts	102.33	5,159.49
03/21/2023	9846	Ferguson Waterworks	5/26/21 Brown St. repairs	2,571.86	7,731.35
		Total O & M Supplies		2,948.74	7,731.35
		Water Testing Fees			471.92
03/21/2023	9841	Pace Analytical Services L...	colilert/coliform testing	246.48	718.40
		Total Water Testing Fees		246.48	718.40
		Weed Management			1,600.00
03/21/2023	9839	Higgins Pest & Weed Cont...		800.00	2,400.00
03/21/2023	9840	JC Hernandez Maintenance	Feb 2023 alley cleanup/...	1,200.00	3,600.00
		Total Weed Management		2,000.00	3,600.00
		Total Regular Operations & Maint		5,195.22	12,049.75
		Water System Repair & Repl.+			7,516.56
		Repairs			760.00
03/21/2023	9844	Trites Backflow Services, I...	annual backflow inspecti...	1,804.79	2,564.79
03/21/2023	9845	Northern California Fence	replace fence at library	5,145.00	7,709.79
		Total Repairs		6,949.79	7,709.79
		Water Operator			6,756.56
03/21/2023	9856	Sierra Water Utility		3,378.28	10,134.84
		Total Water Operator		3,378.28	10,134.84
		Total Water System Repair & Repl.+		10,328.07	17,844.63
		Total Water System Maint,Repair,Repl		15,523.29	29,894.38
		Total Administration		25,345.97	67,272.57
		Bank Service Charges			659.65
03/02/2023		Bank Charge		241.02	900.67
		Total Bank Service Charges		241.02	900.67
		Total OPERATING EXPENSES		25,586.99	68,173.24
		NON-OPERATING REVENUE			-1,360.92
		Interest Income			-1,360.92
03/31/2023		Deposit	Deposit	-743.67	-2,104.59
03/31/2023		Deposit	Deposit	-0.12	-2,104.71
		Total Interest Income		-743.79	-2,104.71
		Total NON-OPERATING REVENUE		-743.79	-2,104.71
TOTAL				0.00	0.00

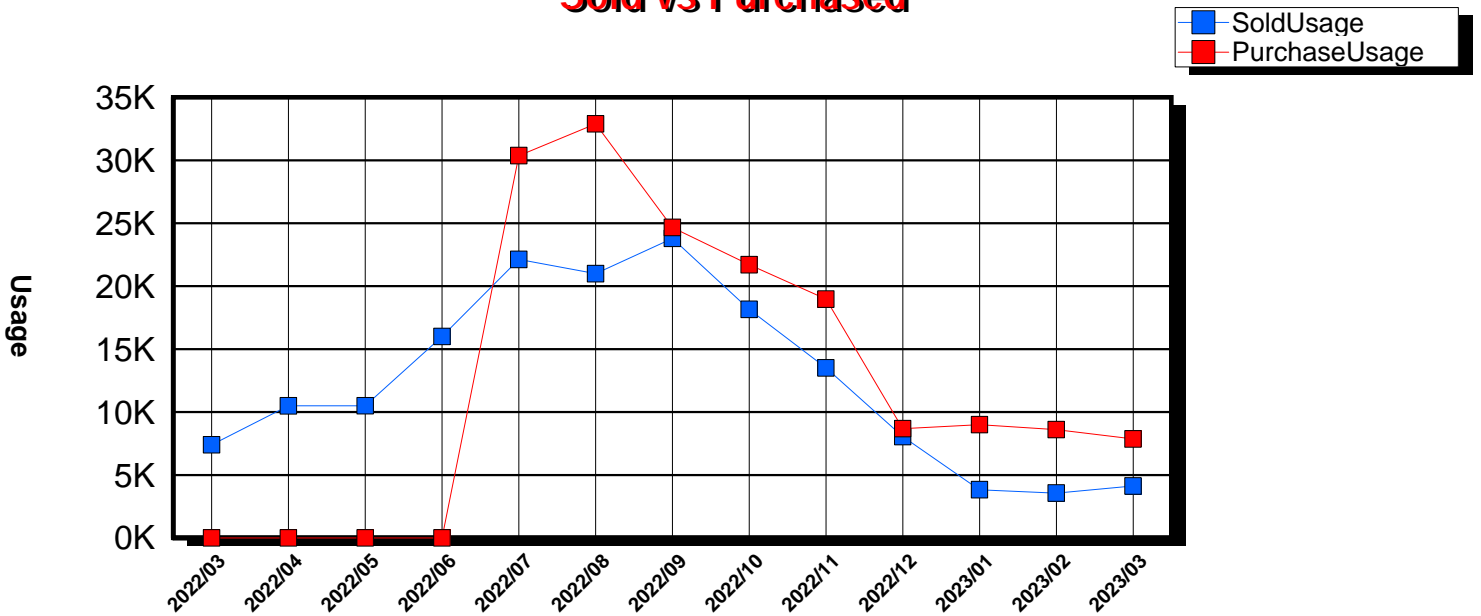
Durham Irrigation District
Monthly Billing Recap 3/1/2023 thru 3/31/2023

	<u>Amount</u>	<u>Count</u>				
Water Purchased or Produced this month	0					
Water Sold this month	4,241					
Water System used or accountable loss	0					
Water Loss	0.00 %	4,241				
<hr/>						
Total Water Sales this month	17,084.06	473				
Total Penalties this month	165.74	79				
Total Adjustments this month	0.00	43				
Total of other charges this month	4,022.49	10				
Total Current Charges	21,272.29					
<hr/>						
Current Balance	-2,422.10	215				
30 Days Past Due	1,586.15	15				
60 Days Past Due	1,526.14	15				
90 Days Past Due	7,727.69	32				
Total Accounts Receivable	8,417.88					
<hr/>						
Total Payments Received	22,437.92	392				
<hr/>						
New Memberships	0.00	1				
<hr/>						
Active Accounts	7,220.28	474				
InActive Accounts	1,197.60	53				
Forfeiture Accounts	0.00	0				
<hr/>						
Average Water Usage	8					
Average Water Charge	36.11					
<hr/>						
Low Range	High Range	Usage	Count	Sales	% Usage	% Sales
0	0	0	0	0.00	0.00	0.00
0	0	0	142	5,993.96	0.00	35.09
1	2,000	4,241	331	11,090.10	100.00	64.91
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
		4,241	473	17,084.06		
<hr/>						
Accounts Receivable Last Month Ending	9,583.51					
Sales/Charges this Month	21,272.29					
Adjustments this Month	0.00					
Less: Payments this Month	22,437.92					
Accounts Receivable Total	8,417.88	8,417.88				

Pump Total

<u>Year/Month</u>	<u>Purchased</u>	<u>Sold</u>	<u>Loss</u>	<u>Pct</u>
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	30,367	22,124	-8,243	-27.1
2022/08	32,892	20,992	-11,900	-36.2
2022/09	24,661	23,794	-867	-3.5
2022/10	21,701	18,154	-3,547	-16.3
2022/11	18,970	13,505	-5,465	-28.8
2022/12	8,677	8,053	-624	-7.2
2023/01	8,996	3,829	-5,167	-57.4
2023/02	8,604	3,562	-5,042	-58.6
2023/03	7,861	4,125	-3,736	-47.5

Sold vs Purchased



<u>Acct</u>	<u>Name</u>		<u>Balance</u>	<u>4/1/2023</u> <u>Current</u>	<u>30 Days</u>	<u>60-Days</u>	<u>90-Days</u>
141	Woodward, Billy	2403 Brown St	1,809.53	24.46	52.13	79.85	1,653.09
68	Huitt, Bordin	2549 Burdick Rd	1,301.75				1,301.75
265	Wurm, Anita	9202 Goodspeed St	1,072.51	36.95	51.35	61.58	922.63
916	Bresson, Christopher & Kimb	9416 Goodspeed St	1,033.98	23.96	35.80	48.09	926.13
606	Harris, James	9424 Putney Dr	924.78	21.96	34.28	45.61	822.93
183	Ownby, Karen Koehly	2455 Durham-Dayton Hwy	867.16	23.46	34.11	44.71	764.88
237	Taylor, Darrell	2399 Serviss St	808.19	39.93	50.47	59.23	658.56
630	Parker, Bryan	2484 Marsh Ct	418.21	30.95	37.43	48.07	301.76
80	Day, David	9389 Midway	312.60	39.93	43.84	45.97	182.86
108	Morris, Paul	9260 Goodspeed St	255.84	39.93	43.04	44.35	128.52
15	Catomerisios, Cathy	9206 Holland Ave	255.63	32.95	37.56	42.01	143.11
258	Christofferson and Sis Gilmor	2539 Burdick Rd	229.88	26.96	28.86	32.56	141.50
235	Frame, Kent	2354 Serviss St	210.61	39.93	42.41	43.09	85.18
212	Kellogg, Deanna	2415 Florida Ln	204.68	32.96	36.44	36.40	98.88
128	Horn, Howard	2370 Serviss St	189.90	39.93	42.07	45.02	62.88
177	Southam, Garrett	2331 Florida Ln	186.99	39.93	42.08	41.48	63.50
254	US Post Office,	2396 Durham-Dayton Hwy	183.29	39.93	42.03	41.43	59.90
174	McCollam, Ruth	9415 Putney Dr	182.21	39.93	42.01	41.41	58.86
931	Day, Kelvin Scott	2385 Florida Ln	174.77	21.96	24.15	25.35	103.31
226	Bailey, Catherine	9393 Goodspeed St	168.49	28.45	29.98	51.44	58.62
20		Total	\$10,791.01	\$624.46	\$750.04	\$877.65	\$8,538.86

DURHAM IRRIGATION DISTRICT

Check Issue Date: 4/18/2023

Cash Balance Date

3/31/2023

Check No.	Stmnt Date	Invoice Number	Payee	Invoice Amount	Check Amount	Notes	Financial Category	\$	47,106.81
Stipends									
9861	Stipend Form	-	Kevin Phillips		\$ 100.00	(1) 4/18 DID BOD		\$	47,006.81
9862	Stipend Form	-	Matt Doyle		\$ 100.00	(1) 4/18 DID BOD		\$	46,906.81
9863	Stipend Form	-	Raymond Cooper		\$ 300.00	(1) 4/18 DID BOD; (2) 4/12 Vina BOD; (3) 3/28 Vina Public Workshop on Funding		\$	46,606.81
					Subtotal Stipend	\$ 500.00	Subtotal Balance	\$	46,606.81
Regular Water System Maintenance and Operations									
9864	4/1/2023	14477	J.C. Hernandez		\$ 800.00	Mar 2023 alley cleanup		\$	45,806.81
9865	4/3/2023	2302717-28	Pace Analytical Services LLC	\$ 178.20	\$ 323.70	Coliform testing		\$	45,483.11
	4/7/2023	2302971-28	Pace Analytical Services LLC	\$ 145.50		Consumer Confidence Report		\$	45,483.11
	9/26/2022	credit	Pace Analytical Services LLC	\$ (110.77)		9/26/2022 duplicate invoice pmt - Inv 2207936-28		\$	45,483.11
9866	4/1/2023	5770	Sierra Water Utility		\$ 1,584.94	chlorine; parts; add'l labor; USBR - \$59.11		\$	43,898.17
9867	3/31/2023	2304-305164	Tozier's True Value		\$ 2.05	late fee		\$	43,896.12
					Subtotal Water Operations	\$2,710.69	Subtotal Balance	\$	43,896.12
Water System Emergency Repair/Replacement									
9868	3/9/2023	1775811	Ferguson Waterworks	\$ 365.19	\$ 6,566.03	parts - Goodspeed/Florida valve replacement		\$	37,330.09
	3/20/2023	1775821	Ferguson Waterworks	\$ 7,482.74		parts - Goodspeed/Florida valve replacement		\$	37,330.09
	3/21/2023	1777105	Ferguson Waterworks	\$ 1,158.31		parts - Goodspeed/Florida valve replacement		\$	37,330.09
	3/23/2023	CM149078	Ferguson Waterworks	\$ (2,440.21)		returned wrong-size parts - Goodspeed/Florida		\$	37,330.09
					Subtotal Water System Repair	\$6,566.03	Subtotal Balance	\$	37,330.09

DURHAM IRRIGATION DISTRICT

Check No.	Stmt Date	Invoice Number	Payee	Invoice Amount	Check Amount	Notes	Financial Category
Utility & Supplies							
9869	4/12/2023	-	Camp & McLaughlin		\$ 650.00	April rent	\$ 36,680.09
online debit	4/10/2023	-	Comcast		\$ 199.77	04/15/2023-05/14/2023 Internet and Phone Service	\$ 36,480.32
9860	3/29/2023	-	PG&E	\$ 88.94	\$ 3,786.23	9418 Midway #C (Office)(0596196710-5)	\$ 32,694.09
	3/27/2023	-	PG&E	\$ 2,437.41		Durham Dayton Rd 20'W (5773099695-6)	\$ 32,694.09
	3/28/2023	-	PG&E	\$ 862.22		Holland Ave E/S & 500S Serviss (6812590736-7)	\$ 32,694.09
	3/29/2023	-	PG&E	\$ 196.69		Holland Ave S 300' (7938916943-8)	\$ 32,694.09
	3/29/2023	-	PG&E	\$ 200.97		9389 Goodspeed St (9856464053-5)	\$ 32,694.09
9870	3/31/2023	8551002613652	Recology		\$ 133.75	garbage service (Well 5)	\$ 32,560.34
9871	3/31/2023	-	Sequoyah Software		\$ 130.00	billing software; email bill service	\$ 32,430.34
9872	4/1/2023	460814F9-0030	Streamline		\$ 75.00	website host	\$ 32,355.34
online debit	3/24/2023	2023031701	Paychex		\$ 67.20	payroll fees + PTO accrual fee	\$ 32,288.14
online debit	4/7/2023	2023033101	Paychex		\$ 67.20	payroll fees + PTO accrual fee	\$ 32,220.94
9873	3/10/2023	-	FP Mailing Solutions		\$ 64.35	shipping new, return old postage machines	\$ 32,156.59
online debit	3/16/2023	-	FP Mailing Solutions		\$ 200.00	postage (online download)	\$ 31,956.59
Subtotal Utility					\$5,373.50	Subtotal Balance	\$ 31,956.59

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	3/24/2023	-	Withholdings - Trizzino		\$ 536.18		\$ 31,420.41
online debit	4/7/2023	-	Withholdings - Trizzino		\$ 565.87		\$ 30,854.54
online debit	3/24/2023	-	Employee - Trizzino		\$ 1,204.52	Administrative Support	\$ 29,650.02
online debit	4/7/2023	-	Employee - Trizzino		\$ 1,272.80	Administrative Support	\$ 28,377.22
Contractors							
9874	4/7/2023	80553	NorthStar		\$ 4,715.00	CIP Budget/Rate Study - \$ 0 DUSD Easement - \$ 0 USBR Engineering - \$ 972 USBR Cultural Compliance - \$ 575 Meetings - \$ 470 Operational Support - \$ 1105 Grant Application Support - \$ 0 Litigation - Meetings - \$ 1593 Litigation - Cost of Service Study - \$ 0	\$ 23,662.22
9875	3/17/2023	23-11948	Horton McNulty & Saeteurn LLP		\$ 675.00	2021 Financial Transaction Report	\$ 22,987.22
9876	3/16/2023	39578	Luhdorff & Scalmanini Consulting Engineers		\$ 440.00	Water CIP Implementation and Funding Support	\$ 22,547.22
9881	3/31/2023	-	Minasian Law, LLP		\$ 9,763.00	District Special Legal Services	\$ 12,784.22
9877	3/16/2023	1125	Nicole L. Johansson		\$ 1,275.00	Prop 218 public outreach	\$ 11,509.22
9878	4/1/2023	8179	Sheryl Bosman		\$ 500.00	Bookkeeping Services	\$ 11,009.22
Water Operations							
9879	4/1/2023	5769	Sierra Water Utility		\$ 3,378.28	Water Operator Services	\$ 7,630.94
Subtotal Admin. Ops. & Mgmt.					\$24,325.65		Subtotal Balance \$ 7,630.94

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	4/3/2023	-	PaySafe/PayStation Fee		\$ 237.72	"mtot" on bank statement	\$ 7,393.22
9880	4/1/2023	29307	Butte County Air Quality Management District		\$ 452.89	backup generator permits - 2023-2024	\$ 6,940.33
Reimbursable Payments							
NONE							\$ 6,940.33
Subtotal Fees & Reimbursables					\$690.61	Subtotal Balance	\$ 6,940.33
Other Expenses							
NONE							\$ 6,940.33
Other Expenses					\$0.00	Subtotal Balance	\$ 6,940.33
Check No.	Stmt Date	Invoice Number	Payee	Invoice Amount	Check Amount	Notes	Financial Category
Development Projects							
			Contractor			Project	
NONE							\$ 6,940.33
Subtotal Development Projects					\$0.00	Subtotal Balance	\$ 6,940.33
SUBTOTAL PAYMENTS					\$40,166.48		
						Subtotal Remaining Balance	\$ 6,940.33
						Check Refund/Cancelled Register Total	
						TOTAL REMAINING BALANCE	\$ 6,940.33

DURHAM IRRIGATION DISTRICT

Petty Cash

NONE		\$	-
	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
3/21/2023	9852	lost	Sheryl Bosman	\$ 581.25	replaced with CK#9859
4/5/2023	9859	replacement	Sheryl Bosman	\$ 581.25	replacment for lost CK#9852

Director Signature _____
Date _____

Director Signature _____
Date _____

DURHAM IRRIGATION DISTRICT

Deposit Register

Date	Deposit	Deposit Amount	Other Notes
1-Mar-23	Cash/Check Deposit	\$ 1,421.99	
9-Mar-23	Cash/Check Deposit	\$ 66.50	
9-Mar-23	Cash/Check Deposit	\$ 3,019.16	
9-Mar-23	Cash/Check Deposit	\$ 2,289.41	
20-Mar-23	Cash/Check Deposit	\$ 2,242.42	
20-Mar-23	Cash/Check Deposit	\$ 4,265.29	
22-Mar-23	Cash/Check Deposit	\$ 2,786.92	
28-Mar-23	Cash/Check Deposit	\$ 1,760.17	Demand Request: Acct 72 / APN 040-200-095 / 9348 Midway \$650.00 meter fee; \$30.00 demand request fee
30-Mar-23	Cash/Check Deposit	\$ 466.09	
31-Mar-23	Cash/Check Deposit	\$ 711.72	Demand Request: Acct 167 / 965 / APN 040-231-018 / 2382 Brown St \$650.00 meter fee; \$30.00 demand request fee; \$15.64 usage
3/1/2023 - 3/31/2023	Paystation Payments	\$ 5,130.24	
	Subtotal Water Sales Deposits	\$ 24,159.91	

Water Meter Sales	Location
NONE	See above.
Bank Adjustments & Other	Notes
NONE	
	Other Deposits
	\$ -
	Total Deposits
	\$24,159.91

Deposit Register for Development Projects Account

NONE	
	Total Development Project Deposits
	\$ -

Director Signature _____

Date _____

Director Signature _____

Date _____

**Durham Irrigation District Board of Directors
Board Meeting
March 21, 2023 - 5:30 PM
MINUTES**

Board of Directors:

Matt Doyle, Chair
Raymond Cooper, Director
Kevin Phillips, Director

District Staff:

Mike Butler, Water Operator
Jeannie Trizzino, Administrative Assistant
Robin Kampmann, District Engineer
Jeff Carter, District Counsel – arrived at 5:45 pm
Nicole Johansson, Public Outreach Coordinator

1 CALL TO ORDER

- 1.1 Meeting was called to order by Chair Doyle at 5:34 pm.
- 1.2 Introduction of Guests – Mr. Derek Sohnrey, Ms. Catherine Bailey

2 CLOSED SESSION – ANTICIPATED LITIGATION (Government Code §54956.9(d)(2) or (d)(3)) - NONE

- 2.1 Significant exposure to litigation; one potential case.

3 PUBLIC COMMENT – public comment was reopened at 6:10 pm

Discussion:

Ms. Bailey asked for the issue that she raised before the board in April 2022 to be reopened. She requests a look backwards on her overbilling and consideration of a refund of past bills paid. Director Phillips and District Engineer request that water operator turn off the customer's meter for a month and to see if anyone else notices an interruption in water service. Both Director Phillips and District Engineer suspect that there may be a cross-connection to a neighbor. Director Cooper suggests that she install a valve on her side of the meter. Director Phillips confirmed that if the problem is solved, the District will rectify the situation. Water Operator turned off the water to the account shortly after conclusion of the board meeting. (See also Agenda Packet April 2022 - Item 6.1)

Public Comment:

None.

Action Taken:

Minutes removed from Consent Agenda. Staff to prepare minutes and present for approval at February 2022 Board meeting.

4 PRESENTATIONS - NONE

5 CONSENT AGENDA

Action Requested: That the Board of Directors approve the following Consent Agenda items.

- 5.1 Monthly Financial Report for February 2023, including:
 - 5.1.1 * Balance Sheet
 - 5.1.2 * Profit & Loss Statement
 - 5.1.3 * Previous Year Comparison
 - 5.1.4 * General Ledger
 - 5.1.5 * Board Recap, Water Sales and AR Aging Report

- 5.2 * Approval of the Warrant Sheet from February 21, 2023 to March 20, 2023, including payments, deposits, and transaction adjustments.
- 5.3 * Approval of the minutes for the February 21, 2023 and October 19, 2021 **Regular** Board Meetings.

Motion: *That the Board consider and approve the consent agenda.*

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:

6 REGULAR AGENDA

- 6.1 Items Removed from Consent Agenda

7 CORRESPONDENCE

- 7.1 * Ltr. from MHW (02.21.2023) 2020 Audit findings
- 7.2 * Ltr. from Owner (03.06.2023) Prop 218 Protest
- 7.3 * Ltr. from Congressman LaMalfa (03.16.2023) wildland fire

Discussion: *Request from Congressman LaMalfa to provide a letter of support for HR 1586, the Forest Protection and Wildland Firefighter Safety Act of 2023 which would create a Clean Water Act exemption for firefighting agencies to use fire retardant to fight wildland fires.*

Public Comment: *None.*

Action Taken: *Directors asked staff to try and prepare a letter in support of Congressman LaMalfa's legislation if time permitted. Staff delegated to sign on behalf of District.*

8 WATER OPERATIONS BUSINESS

- 8.1 Ongoing/New Business
- 8.2 * Review of Water Operator Log for February 2023 (Operator Mike Butler)

Discussion: *Water Operator reported that he installed several meters and patched a leak on the Brown Faber line during the meter installation. He is coordinating with XiO on SCADA installation. He will plan to replace a 60-year-old handwheel valve at Goodspeed and Florida is leaking and will need to be replaced. He will replace the single valve with a flanged T with three valves, which enables him to isolate affected areas for future repairs. The estimated cost for this unbudgeted repair is \$8,000-\$10,000, which comes to approximately \$22/year per customer to replace that valve, which the directors pointed out erodes the ability of the District to build up a reserve for major replacement work. Water Operator continues to work through the work order report. The fence at the Library site was completed in March 2023.*

Public Comment:

Mr. Sohnrey asked whether the District could charge customers a capital investment fee to cover CIP work. Director Phillips commented that it was an option that the District had considered, but had not implemented. In response to a guest question about whether tenants or owners were required to cover these costs. Director Phillips explained that owners were responsible for their bills in the District, because it is a land owner requirement. If a tenant leaves a bill unpaid, the owner is responsible for the amount owed. In the recent Proposition 218 protest ballot, either tenants or owners could submit a protest ballot.

8.3 * Monthly Work Order Status Report through March 14, 2023

9 GENERAL BUSINESS

9.1 District Activities and Status Report from District Engineer.

9.1.1 Status Updates and Activities Not Requiring Board Action

9.1.1.1 Capital Improvement Plan Update.

Discussion:

District Engineer had no update.

Public Comment:

NONE.

9.1.2 * Project Update: USBR Grant-Funded Lead Service Laterals Replacement Project Action Requested: Board approval of USBR Project Draft Budget (03.09.2023).

Motion:

That the Board consider and approve a not-to-exceed budget of \$170,000 for the USBR Grant-Funded Lead Service Laterals Replacement Project.

Discussion:

District Engineer updated the Board on the XiO SCADA and meter budgets. She noted that the plan was to have the SCADA and meters on hand before the project is put out to bid to a select number of contractors, likely three. The project appears likely to be completed within the estimated budget, with construction completed in August.

Director Doyle summarized the terms of the USBR grant for the guests, noting that the grant will provide 50% of the costs for installation of a SCADA system and 43 meters for the District, which will enable the District to monitor how much the District is pumping and how much it is selling, which will enable the District to meet state requirements.

Additionally, the District will be required to identify all lead service lines by 2024 and the District will take the opportunity to install meters in areas of the community where the composition of service lines is unknown. The meters will be installed in areas of the community with older lines, with priority of converting flat rate commercial and multi-dwelling connections first. The District Engineer is in progress developing the customer policy for this installation.

The District Engineer reported that the current cost of the project exceeds the original budget submitted at the time of the grant award because prices have gone up since, so the updated project budget needs board approval. In the

attached budget summary, this is represented by the Actual v. Budget columns and shows a difference of approximately \$6K.

Director Phillips recommended that new meter installations include a customer-side shut-off valve so that the customer can turn off their own water without touching the District's meter.

At this time, the District Engineer requested approval by the board of the Project Budget Summary and schedule for the project.

Public Comment:

Mr. Sohnrey asked how the District will choose which connections will receive a new meter. Another guest asked how much notification will be given to homeowners.

Action Taken:

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

Vote results

Ayes:

Ayes carried.

Noes:

Abstained:

Absent:

Cooper, Doyle, Phillips

9.1.3 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 letter agreement.

Motion:

That the Board approve the Easement Agreement between DID and DUSD for connections along east side of Durham Dayton Highway with revised exhibits to be prepared by the District Engineer.

Board Discussion:

District Counsel Carter has prepared the required grant of easement agreement from DUSD to DID and noted that adjustments were needed to adjust the Exhibits relating to the easement agreement. After revision approval by Durham Irrigation District Board, District Counsel will bring the easement agreement to Durham Unified School District for their board review and approval.

Public Comment:

None.

Action Taken:

On a motion made by Doyle and seconded by Phillips, the Board approved the motion.

Vote results

Ayes:

Ayes carried.

Noes:

Abstained:

Absent:

Cooper, Doyle, Phillips

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

9.2.1 No development project updates.

9.3 Memorandum to Board

- 9.3.1 Regarding Acct 684 – 2469 Tracy Ranch Road.
Action Requested: Response to owner following discussion at previous board meetings.

Discussion: *Director Phillips has made a call to the Butte County Department of Health and awaits response to specific questions that he posed to them. He expects to have an update for the April 2023 board meeting.*

Public Comment: *None.*

- 9.3.2 * Ltr. from LAFCO (03.07.2023) Nomination and Ballot
Action Requested: Board to consider and elect Special District Regular “Enterprise” Member for a four-year term starting June 1, 2023 and expiring May 31, 2027.

Motion: *That the Board submit its ballot in favor of electing candidate Bob Matthews as Special District Regular “Enterprise” Member for a four-year term starting June 1, 2023 and expiring May 31, 2027. Staff is also authorized to re-submit the ballot in future if Butte LAFCO requests it for this election cycle.*

Board Discussion: *Directors reviewed the ballot and agreed to cast the District’s ballot for candidate Bob Matthews, Paradise Irrigation District.*

In response to public request for clarification, directors explained that Butte County LAFCO is a seven-member board and that this discussion was relating to the election of a candidate to a single specific seat on the LAFCO commission – the “Special District Regular Enterprise” seat.

The Butte LAFCo is composed of seven regular Commissioners: two members from the Butte County Board of Supervisors (selected by the entire Board); two members from the city councils (selected by the mayors of all five incorporated cities); two members who represent special districts (selected by a majority vote of independent special districts); and one public member (selected by the other six LAFCo members).

Public Comment: *A guest asked for clarification what the LAFCO ballot represented.*

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:

- 9.3.3 * Memorandum to Board (03.09.2023) Change office hours
Action Requested: Board to consider and approve change to office hours.

Motion: *That the Board consider and approve a change in District office hours on Tuesdays from 1:00 pm-4:00 pm to 12:00 pm to 3:00 pm.*

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:

9.4 Update on Accounts Receivable Status.

Action Requested: Update from staff on collections status.

Discussion: *No update from staff. Directors clarified for guests that the District has the authority to collect unpaid water bills by placing a lien on the property with the county.*

Public Comment: *None.*

9.5 Policy and Procedure Manual Updates.

9.5.1 Introduction (Doyle)

9.5.2 Water Rates, Operating fees, and Billing Procedure (Phillips)

Discussion: *District Engineer commented that the Water Rates, Operating Fees and Billing Procedure policy would underly the costs and charges relating to meters installed as part of the USBR Lead Service Lateral Project.*

Public Comment: *None.*

Action Taken: *District Counsel will re-send drafts to the directors with the intent of approving at the April board meeting.*

10 ATTORNEY REPORT

10.1 Updates from Legal Counsel not discussed under other Agenda Items
See Closed Session Items in Section 13.

10.2 Updates on Vina GSA Fee allocation

Discussion: *District Counsel reports that Vina GSA is considering its funding approach. Chair Doyle asks how Vina GSA fees would impact District customers. District Counsel commented that, as any operating cost, the Vina GSA fees would need to be incorporated into the District's budget. He went on to comment that all the Groundwater Sustainability Agencies are navigating their funding approaches and it was too soon to tell what the Vina GSA funding approach would turn out to be.*

District Engineer commented that other areas are adding GSA funding as a line item to county property tax bills, but it was unknown what would happen in Butte County.

Public Comment: *None.*

11 VINA GSA

See Vina GSA Calendar online here: <https://www.vinagsa.org/calendar>

11.1 Vina GSA SHAC Meetings

11.2 Vina GSA Board Meetings

11.3 Vina GSA/RCRD GSA Board Meetings

12 DIRECTORS' COMMENTS:

Discussion:

Director Phillips commented that the meeting was well-run and thanked the public for attending.

Chair Doyle commented that he appreciated the attendance at the March 20, 2023 – Board Meeting for the Proposition 218 Hearing and appreciated the greater interest and awareness in the District.

Director Cooper commented that he appreciated the public’s attendance at this and the previous board meetings and that this was likely his last term of service as director on the board.

13 CLOSED SESSION – if needed

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

14 ADJOURNMENT

Meeting adjourned at 6:35 pm.

DRAFT

**Durham Irrigation District Board of Directors
Special Board Meeting
March 20, 2023 – 6:00 PM – 7:00 PM
MINUTES**

Board of Directors:

Matt Doyle, Chair
Raymond Cooper, Director
Kevin Phillips, Director

PRESENT
PRESENT
PRESENT

District Staff:

Robin Kampmann, District Engineer
Dustin Cooper, Legal Counsel
Aidan Wallace, Legal Counsel
Nicole Johansson, Public Outreach Coordinator
Jeannie Trizzino, Admin. Assistant

PRESENT
PRESENT
PRESENT
PRESENT
PRESENT

1 CALL TO ORDER

- 1.1 Meeting was called to order by Chair Doyle at 6:00 pm, followed by the Pledge of Allegiance led by Director Cooper.

Discussion: *Chair Doyle welcomed the guests and advised that copies of informational materials were available at the back of the room. He directed that speakers would be able to stand and speak from their seat or from the side of the room.*

2 Prop 218 Water Rate Hearing

- 2.1 Introduction and Overview of Proposed Water Rates

Discussion: *Chair Doyle introduced District Special Legal Counsel Dustin Cooper and asked that he summarize the matter of this Proposition 218 hearing. Dustin Cooper summarized Proposition 218 as a process established in 1996 as part of the California Constitution that empowers customers of the District to control the rates charged to them, specifically empowering customers the right to protest the establishment of a proposed new fee. Customers who do not protest are considered to affirm the proposed new fee.*

In 2021 an initiative circulated in the District to roll back rates that had been initiated in 2017 under the Proposition 218 process. At that time, in 2017, the rate change was approved by the customers of the District and the rate change went into effect as of January 1, 2018, followed by subsequent increases in 2019, 2020, 2021, and 2022.

District customers were concerned about those rates that had been established under the Proposition 218 process in 2017, and by 2021 enough signatures were gathered on the initiative that the County said that the matter should go on the November 2022 ballot for consideration by all the voters in the District. Through no fault of the Board, there was a mistake, and the matter was not put on the ballot. After consultation with Special Legal Counsel on its options, the District decided to roll back rates to what they were prior to the last Proposition 218 rate increase in 2017. Those rates have been in effect since January 2023.

What is being proposed tonight is to reestablish the rates that were in existence in 2022. In substance it is not a rate increase relative to the rates

that were being charged in 2022, but it is a rate increase relative to the rates charged in 2023.

Legal Counsel Wallace continued the discussion and clarified that there is allowed one protest per parcel and if they had not already been submitted, they could be submitted today, and that the rates would go into effect on April 1, 2023.

District Engineer Robin Kampmann from NorthStar then gave a brief summary of the current Cost of Service Analysis that NorthStar prepared. The Cost of Service Analysis calculates the amount of revenue the District needs to collect through its charges to cover anticipated costs, including operating costs, capital improvement costs, and debt service costs, if any. She clarified that at this time, the District does not bear any debt service costs. District operating costs include, like any other business, increasing energy costs, regulatory compliance, which includes metering of all services, groundwater sustainability requirements, state reporting requirements, and lead service lateral replacement. These specific operating expenses represent an increase over the last four years. State reporting requirements have escalated from one to two reports annually to monthly reporting. The District continues to see costs relating to maintaining old and deteriorating infrastructure.

The District Engineer continued to explain that recent District system improvements include pressure tank replacement, well maintenance and monitoring, and non-operational valve replacement. The District also adopted a capital improvement program that lists \$4.1 million in improvements to ensure safe and reliable water delivery to District customers. She noted that if the District rates stay as they currently are, the District will not have the funding needed to maintain basic operations and will be operating at a loss.

In addition to the proposed rate change, the Cost of Service Analysis proposes necessary changes in connection fees and policies to align the fees with the District's actual costs.

- 2.2 Public Hearing: Receive written protests and public comment regarding the proposed water rates.

Discussion:

Legal Counsel Cooper explained the public hearing process and invited attendees to provide their comments and that the Board would not be able to comment in response. Protest ballots could be cast or retracted up until the close of the public hearing. After the close of the public hearing, District staff would count the ballots in public. He explained that there are 439 parcels in the District and that a majority protest would then be 220 or more ballots. If there are less than 220 ballots received the Board could continue with its proposed change.

Two attendees asked for clarification on the proceedings. To the first question, Legal Counsel Cooper clarified that the public could ask questions during the

public hearing, but that responses to questions, if any, would occur at the request of the Board after the close of the public hearing portion of the agenda, Agenda Item 2.2, during the consideration portion of the agenda, Agenda Item 2.4. Legal Counsel requested that other questions and comments from attendees be submitted as part of the public hearing after being recognized by Chair Doyle.

Public Hearing:

Chair Doyle opened the public hearing and invited guests to speak starting at 6:14 pm.

Attendee asked for clarification on how board members are elected to their positions.

Attendee asked if the District considered cost saving opportunities for the homeowner with maintenance and low-water landscaping.

Attendee did not understand legal counsel's characterization of the rate change as not a rate increase.

Attendee wanted clarification on who performs the repairs and maintenance of the district's infrastructure.

Attendee wanted clarification on whether the District or the customer bears the cost of meter installation.

Attendee commented on national assessment by American Waterworks Association that reliable water source and distribution system are a characteristic of developed countries and that the entire nation is facing challenges of improving or replacing water infrastructure systems that are fifty years old, which is the issue the District is facing. The two important components of this process, according to AWWA are public education and raising rates.

Attendee Pat Button submitted four questions – on connection fees – he requested clarification on the Board's position that costs relating to new growth should be borne by the developer and that the District indicated that it intended to increase charges [according to] California construction costs (CPI) for four years, but that the District never did, and he wonders why. He continued that Proposition 218 places restrictions about what can be done with property-related fees. He does not think that property-related fees should go to pay for new construction. He is wondering how or whether the needed business improvements are going to new residential structures where it clearly states that all "new residential structures should have flow increase" so these improvements are for all new construction. He asks whether the District is paying \$100 per hour to have the meters read. Finally, he states the requirements of Proposition 218 are that customers pay for what they use;

they do not pay for new development. He wonders how it is the District can support paying for membership in Vina GSA which is not a property-related fee. He asks how the Board justifies this membership is justified. Button states that the initiative was started by him alone and not a group of people.

Attendee Ed McLaughlin commented next to summarize the history of Durham Irrigation District. He summarizes a comparison of water rates between Chico and Durham and notes that Chico has a tiered rate whereby the monthly cost goes up the more water is used, where Durham Irrigation District users have the same usage rate charge regardless of amount of water used. He notes that in 1985 the entire Board of Durham Irrigation District quit, at which point the options were for the County or state of California to take over the District. A new board stepped up and the District maintained its integrity. At that time, a lot of new infrastructure was constructed and existing lines upgraded. Prior to that time, for approximately 25 years, there had been no new infrastructure installed in Durham, which put the safety and health of the water in jeopardy. He further commented that there remains a lot of work to be done, but that the work is necessary to maintain property values and that it is smart to invest in the infrastructure. He clarifies that he contributed some \$20,000 in costs plus paid for installation pipeline for a development that he owned; these were costs not borne by the District. He went on to note that the District's involvement with Vina GSA is not optional, but is mandated by the State Groundwater Management Act, the legislation underlying the formation and responsibilities of the groundwater sustainability agencies. It is not optional. McLaughlin asks for the Board to comment on the litigation costs that have been sustained by the District as a result of the actions of a few individuals.

Attendee commented that as a property owner she believes that the District should upgrade its systems. She further commented that she did not appreciate being contacted by people who oppose the rate increase.

Attendee commented that if upgrades were needed 15 years ago, why weren't they upgraded back then, especially now, when costs have gone up so dramatically.

Attendee Jack Angell commented that there is not enough consideration for people on limited budgets.

Attendee asked for a percentage breakdown on the costs relating to "our own updates" versus new construction updates.

Attendee Derek Sohnrey comments that he is in support of the motion to go back to the 2022 rates and thanks the directors for their service.

Attendee Gloria Rose, a long-time resident of Durham, comments that over the years she's seen the condition of the repairs on the galvanized pipes and the repairs need to be done. Prices have gone up on everything, and that is just a fact. It is important to protect our own water system.

Attendee asks who is monitoring the quality of the water – is it LAFCO, the county, independent?

Attendee asks how the rates were developed and whether the rates were impacted by recent state legislation.

Attendee Pat Button commented again that his concern is how do the necessary repairs and improvements get paid for and who pays for them. In other districts, he notes, that there are dedicated fireflow fees that are charged on top of connection fees. He notes that he has raised this with the Board in the past but that it was never acted on. His final comment is that if the District continues to do what it has been doing, he notes that there are 81 water Districts involved in Proposition 218-related lawsuits, and that Durham Irrigation District could be number 82 if the District does not pay attention to the rules and regulations of Proposition 218.

Discussion:

Legal Counsel Cooper announces final call for protest ballots to be submitted or retracted before tabulation commences. Once tabulation commences, no further ballots will be accepted.

Chair Doyle closed the public hearing portion of the meeting.

2.3 Tabulation of Written Protests

Discussion:

Legal Counsel and staff counted the ballots received prior to the close of the public hearing.

Chair Doyle asked District Engineer Robin Kampmann to summarize the methodology of the Cost of Service Analysis to evaluate current costs, costs needed to keep system operational as is without expansion. Revenue and costs are evaluated to determine that the proposed rate is sufficient to keep the system operating and to fund the identified improvements to the current system. The Cost of Service Analysis does not address new service needed for new construction. Contractors proposing new construction are required to install their own systems and to pay into the system their percentage to become new users. The Cost of Service Analysis is available on the District website or by directly contacting the District to request a printed copy. In response to a question from an attendee, District Engineer Kampmann explained that there are thresholds for rates to qualify for grant funding. Kampmann explained that if district infrastructure needs to be improved or expanded as a result of new construction or development, the costs required to upsize a service line, for example, will be borne by both the developer and

the District. The District has to verify that its system is not undersized upon with each new construction application.

Attendee Pat Button asked whether connection fees escalated according to the Consumer Price Index. District Engineer Kampmann replied that the connection fees do not escalate on an annual basis. Legal Counsel Wallace clarified that a Proposition 218 process is required to be followed every time there is a proposed rate increase, including connection fees. Legal Counsel Cooper commented that capacity fees are a separate type of fee, and that there is a different process for changing capacity fees because it is not a property-related fee and a Proposition 218 service.

Director Phillips followed up on the process and requirement in order to become a director. He explained that directors must live in the District and are ratepayers. He noted that there have been no elections for director positions because there have not been multiple candidates running for the position. When a candidate is unopposed, the county fills the position by issuing a certificate of appointment in lieu of election. He encouraged community members to consider serving as directors. He commented that the directors endeavor to keep customer rates as low as possible and also to ensure the reliability of the system. The decision by the directors to keep rates low and to slowly increase rates over a period of four years resulted in revenue being applied to repairs instead of improvements. He notes that there are likely more increases needed in the future as prices continue to rise. Price increases are spread out over a smaller group than in other districts or services where there may be a much larger number of ratepayers. The advantage is that in the case of Durham Irrigation District, the customers can have a say in the matter.

Director Cooper followed up on the question of how the monitoring, reporting, and repairs to the District's water system are performed, explaining that the District contract with Sierra Water Systems, a company run by a state-certified water operator. Sierra Water Systems is paid a monthly fee to take care of all required elements of the water system, such as monitoring all three well, collecting water samples, collecting meter readings, as well as coordinating and performing small to medium size projects for the District, including installing a sand filtration system, replacement of the District's aging pressure tank, and coordinating all repairs for the District. District Engineer Kampmann clarifies that larger projects are performed under state procurement regulation.

Another attendee asked about an additional charge that she received on her statement. Director Cooper asked her to submit her question after the meeting or at the next day's Board meeting.

Chair Doyle brought the discussion to a close and commented that he and the other two directors are property owners in Durham and that they serve on the Board because they care about the District, they care about the water that comes out of faucet because their kids drink it, too, and they joined the Board to make it better, not to make it worse. He invited the attendees to attend the Board meetings every third Tuesday of the month.

Legal Counsel Cooper announced the results of the protest ballot tabulation, commenting that the number of protest votes needed to sustain the protest was a majority vote of 439 parcels in the district, meaning a threshold of 220 ballots would be required.

The rough count of the protests is 114 ballots. Legal Counsel Cooper cautioned that the actual ballots were unverified, but because the gross count fell short of the required majority count of 220 the ballots do not need to be further verified at this time.

2.4 Consideration of Resolution No. 2023-01 - Adoption of Proposed Water Rates

Motion:

That the Board consider and approve Resolution 2023-01 - Adoption of Proposed Water Rates.

Board Discussion:

None.

Public Comment:

An attendee asked what if there were multiple ballots per envelope, since the ballots submitted by sealed envelope were not opened at the meeting. Legal Counsel Cooper confirmed that he spoke with Mr. Button, who had submitted a number of ballots in sealed envelopes for tabulation, and Mr. Button confirmed that there was only one ballot per envelope.

Mr. Button asked whether the District will place the next initiative, should one succeed, on the ballot to be voted upon. Chair Doyle said that the District will follow the law.

An attendee asked for help to verify what rate he was being charged; he was concerned that he was being charged for a 1" service when he has a 3/4" service. He was advised to call the District office and ask the staff to look into his billing information.

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:

3 ADJOURNMENT

The meeting adjourned at 7:04 pm

BUTTE LOCAL AGENCY FORMATION COMMISSION
1453 DOWNER STREET, SUITE C, OROVILLE, CALIFORNIA 95965
TELEPHONE (530) 538-7784 FAX (530) 538-2847

SPECIAL MEETING OF THE COMMISSION
BUDGET COMMITTEE

Date & Time: **Thursday, March 23, 2023 @ 10:00 a.m.**

Location: **Butte LAFCO Office, 1453 Downer Street, Suite C, Oroville, CA**

AGENDA

ALL ITEMS ARE OPEN FOR PUBLIC COMMENT

1. CALL TO ORDER

1.1 Roll Call

2. BUSINESS

2.1 Preliminary Budget for FY 2023-24.

The Committee will review and consider the Preliminary Budget for FY 2023-24 and will provide direction to staff with respect to the preparation of draft Budget which will be presented to the Commission at a noticed public hearing scheduled for April 6, 2023.

3. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

4. ADJOURNMENT

TO THOSE WHO PARTICIPATE IN LAFCO PROCEEDINGS: California Government Code Section 84308 requires you to disclose campaign contributions to LAFCO Commissioners if they amount to \$250 or more and were made within the law twelve months. Please announce your applicable campaign contributions when you speak.

Any disabled person needed special accommodates to participate in the Committee proceeding is requested to contact LAFCO staff at 530-538-7784 prior to meeting and arrangements will be made to accommodate you.

Any person may address the Committee during the "Public Comment".

Copies of the Agenda documents relative to an Agenda may be obtained from the Clerk of the Committee at a cost of \$.10 per page.

Durham Irrigation District

Durham, California

FINANCIAL STATEMENTS

December 31, 2021





To the Board of Directors
Durham Irrigation District
Durham, California

The accompanying financial statements of Durham Irrigation District (the District), included in the accompanying prescribed form, as of and for the year ended December 31, 2021, were not subjected to an audit, review, or compilation engagement by us and we do not express an opinion, a conclusion, nor provide any assurance on them.

Horton McNulty & Saturn, LLP

March 17, 2023
Chico, California

Special District Name: Durham Irrigation District
Special Districts' Financial Transactions Report
General Information

Fiscal Year: 2022

District Mailing Address

Street 1 Has Address Changed?

Street 2

City State Zip

Email

Members of the Governing Body

	First Name	M. I.	Last Name	Title
Member 1	<input type="text" value="Raymond"/>	<input type="text"/>	<input type="text" value="Cooper"/>	<input type="text" value="Board of Director"/>
Member 2	<input type="text" value="Kevin"/>	<input type="text"/>	<input type="text" value="Phillips"/>	<input type="text" value="Board Director"/>
Member 3	<input type="text" value="Matt"/>	<input type="text"/>	<input type="text" value="Doyle"/>	<input type="text" value="Chair"/>
Member	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

District Fiscal Officers

	First Name	M. I.	Last Name	Title	Email
Official 1	<input type="text" value="Jeff"/>	<input type="text"/>	<input type="text" value="Carter"/>	<input type="text" value="Attorney"/>	<input type="text" value="jeff@jccarterlaw.com"/>
Officials	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Report Prepared By

First Name M. I. Last Name

Telephone Email

Independent Auditor

Firm Name

First Name M. I. Last Name

Telephone

1. Is this district a component unit of a City, County, or Special District (Choose one)? If "Yes", answer question 2. Yes No

2. Is this district a blended component unit (BCU) or a discretely presented component unit (DPCU) of a City, County, or Special District (Choose one)? Refer to the Financial Transactions Report (FTR) instructions for definitions of these terms. If the district is a BCU, answer questions 3 - 5.
 BCU DPCU

3. Is financial data of this BCU included in the financial statements or Annual Comprehensive Financial Report (ACFR) of a City, County, or Special District (Choose one)?
 City County Special District

4. In which City, County, or Special District financial statements or ACFR is the financial data of this BCU included?

City name:

County name:

Special District name:

5. Is financial data of this BCU included in the City, County, or Special District FTR (Choose one)? Yes No

Special District Name: Durham Irrigation District
Special Districts' Financial Transactions Report
Comments for the Special District Report

Fiscal Year: 2022

Comments

The District only has three members of the governing board. The District does not receive property taxes therefore is not subject to the appropriations limit.

Special District Name: Durham Irrigation District
Special Districts' Financial Transactions Report
Water Enterprise Fund
Statement of Revenues, Expenses, and Changes in Fund Net Position

Fiscal Year: 2022

Operating Revenues

Water Sales Revenues

Retail Water Sales

R01.	Residential	414,385
R02.	Business	
R03.	Industrial	
R04.	Irrigation	
R09.	Sales to Other Utilities for Resale	
R10.	Interdepartmental	
R11.	Other Water Sales Revenues	

Water Services Revenues

R12.	Fire Prevention	
R13.	Groundwater Replenishment	
R14.	Connection Fees	9,617
R15.	Standby and Availability Charges	
R16.	Service-Type Assessments	
R17.	Other Water Services Revenues	4,550
R18.	Other Operating Revenues	
R19.	Total Operating Revenues	\$428,552

Operating Expenses

Water Supply Expenses

R20.	Water Supply	
R21.	Water Purchases	
R22.	Groundwater Replenishment	
R23.	Other Water Supply Expenses	
R24.	Pumping	66,904
R25.	Treatment	0
R26.	Transmission and Distribution	122,101
R28.	Customer Accounting and Collection	
R29.	Sales Promotion	
R30.	Personnel Services	

R31.	Contractual Services	11,551
R32.	Materials and Supplies	
R33.	General and Administrative Expenses	108,545
R34.	Depreciation and Amortization Expenses	0
R35.	Other Operating Expenses	4,859
R36.	Total Operating Expenses	\$313,960
R37.	Operating Income (Loss)	\$114,592
Nonoperating Revenues		
R38.	Investment Income	1
R39.	Rents, Leases, Concessions, and Royalties	
Taxes and Assessments		
SD40.	Current Secured and Unsecured (1%)	
SD41.	Voter-Approved Taxes	
SD42.	Pass-through Property Taxes (ABX1 26)	
SD43.	Property Assessments	
SD44.	Special Assessments	
SD45.	Special Taxes	
SD46.	Prior-Year Taxes and Assessments	
SD47.	Penalties and Cost of Delinquent Taxes and Assessments	
Intergovernmental – Federal		
R48.	Aid for Construction	
R49.	Other Intergovernmental – Federal	
Intergovernmental – State		
R50.	Aid for Construction	
SD51.	Homeowners Property Tax Relief	
SD52.	Timber Yield	
R53.	In-Lieu Taxes	
R54.	Other Intergovernmental – State	
R55.	Intergovernmental – County	
R56.	Intergovernmental – Other	
R57.	Gain on Disposal of Capital Assets	
R58.	Other Nonoperating Revenues	1,150
R59.	Total Nonoperating Revenues	\$1,151

Nonoperating Expenses		
R60.	Interest Expense	
R61.	Loss on Disposal of Capital Assets	
R62.	Other Nonoperating Expenses	
R63.	Total Nonoperating Expenses	\$0
R64.	Income (Loss) Before Capital Contributions, Transfers, and Special and Extraordinary Items	\$115,743
Capital Contributions		
R65.	Federal	
R66.	State	
R67.	Connection Fees (Capital)	
R68.	County	
R69.	Other Government	
R70.	Other Capital Contributions	
R71.	Total Capital Contributions	\$0
R72.	Transfers In	
R73.	Transfers Out	
Special and Extraordinary Items		
R73.5	Special Item	
R73.6	Extraordinary Item	
R73.7	Total Special and Extraordinary Items	\$0
R74.	Change in Net Position	\$115,743
R75.	Net Position (Deficit), Beginning of Fiscal Year	\$748,128
R76.	Adjustment	
R77.	Reason for Adjustment	
R78.	Net Position (Deficit), End of Fiscal Year	\$863,871
Net Position (Deficit)		
R79.	Net Investment in Capital Assets	534,271
R80.	Restricted	
R81.	Unrestricted	329,600
R82.	Total Net Position (Deficit)	\$863,871

Special District Name: Durham Irrigation District
 Special Districts' Financial Transactions Report
 Statement of Net Position
 Proprietary Funds

Fiscal Year: 2022

		Enterprise	Internal Service
Assets			
Current Assets			
Cash and Investments			
R01.	Unrestricted	329,102	
R02.	Restricted		
R03.	Accounts Receivable (net)	32,754	
R04.	Taxes Receivable		
R05.	Interest Receivable (net)		
R06.	Due from Other Funds		
R07.	Due from Other Governments		
R08.	Inventories		
R09.	Prepaid Items		
R10.	Other Current Assets 1		
R11.	Other Current Assets 2		
R12.	Total Current Assets	\$361,856	\$0
Noncurrent Assets			
R13.	Cash and Investments, Restricted		
R14.	Investments		
R14.5	Lease Receivable		
R15.	Other Loans, Notes, and Contracts Receivable		
Capital Assets			
R16.	Land	27,257	
R17.	Buildings and Improvements	16,084	
R18.	Equipment	42,341	
R18.5	Infrastructure		
R18.6	Lease Assets (Lessee)		
R19.	Other Intangible Assets – Amortizable		
R20.	Construction in Progress		
R21.	Intangible Assets – Nonamortizable		
R22.	Other Capital Assets	934,343	
R23.	Less: Accumulated Depreciation/Amortization	-485,754	
R23.5	Net Pension Asset		
R23.6	Net OPEB Asset		
R24.	Other Noncurrent Assets 1		
R25.	Other Noncurrent Assets 2		
R26.	Total Noncurrent Assets	\$534,271	\$0
R27.	Total Assets	\$896,127	\$0

Deferred Outflows of Resources		
R28.	Related to Pensions	
R28.5	Related to OPEB	
R28.6	Related to Debt Refunding	
R29.	Other Deferred Outflows of Resources	
R30.	Total Deferred Outflows of Resources	\$0
R31.	Total Assets and Deferred Outflows of Resources	\$896,127
Liabilities		
Current Liabilities		
R32.	Accounts Payable	31,027
R33.	Contracts and Retainage Payable	
R34.	Interest Payable	
R35.	Due to Other Funds	
R36.	Due to Other Governments	
R37.	Deposits and Advances	
R38.	Compensated Absences	
R39.	Long-Term Debt, Due Within One Year	0
R40.	Other Long-Term Liabilities, Due Within One Year	
R41.	Other Current Liabilities 1	1,229
R42.	Other Current Liabilities 2	
R43.	Total Current Liabilities	\$32,256
Noncurrent Liabilities		
R44.	Deposits and Advances	
R45.	Compensated Absences	
R46.	General Obligation Bonds	
R47.	Revenue Bonds	
R48.	Certificates of Participation	
R49.	Other Bonds	
R50.	Loans (Other Long-Term Debt)	
R51.	Notes (Other Long-Term Debt)	
R52.	Other (Other Long-Term Debt)	
R53.	Construction Financing – Federal	
R54.	Construction Financing – State	
R54.5	Lease Liability	
R55.	Lease Obligations (Purchase Agreements)	
R56.	Net Pension Liability	
R57.	Net OPEB Liability	
R58.	Other Noncurrent Liabilities 1	
R59.	Other Noncurrent Liabilities 2	
R60.	Total Noncurrent Liabilities	\$0
R61.	Total Liabilities	\$32,256

Deferred Inflows of Resources		
R62. Related to Pensions		
R62.5 Related to OPEB		
R62.6 Related to Debt Refunding		
R62.7 Related to Leases		
R63. Other Deferred Inflows of Resources		
R64. Total Deferred Inflows of Resources	\$0	\$0
R65. Total Liabilities and Deferred Inflows of Resources	\$32,256	\$0
R66. Total Net Position (Deficit)	\$863,871	\$0
Net Position (Deficit)		
R67. Net Investment in Capital Assets	534,271	
R68. Restricted		
R69. Unrestricted	329,600	
R70. Total Net Position (Deficit)	\$863,871	\$0

Special District Name: Durham Irrigation District
 Special Districts' Financial Transactions Report
 Summary

Fiscal Year: 2022

	Governmental Funds	Internal Service Fund	Enterprise Fund	Total
Governmental Revenues				
R01. General				
R02. Special Revenue				
R03. Debt Service				
R04. Capital Projects				
R05. Permanent				
R06. Transportation				
R07. Total Governmental Revenues	\$0			
Internal Service Revenues				
R08. Total Operating Revenues		\$0		
R09. Total Non-Operating Revenues		\$0		
R10. Total Internal Service Revenues		\$0		
Enterprise Revenues				
Operating Revenues				
R11. Airport				
R12. Electric				
R13. Gas				
R14. Harbor and Port				
R15. Hospital				
R16. Sewer				
R17. Solid Waste				
R18. Transit				
R19. Water			428,552	
R20. Other Enterprise				
R21. Conduit				
R22. Transportation				
R23. Total Operating Revenues			\$428,552	
Non-Operating Revenues				
R24. Airport				
R25. Electric				
R26. Gas				
R27. Harbor and Port				
R28. Hospital				
R29. Sewer				
R30. Solid Waste				
R31. Transit				
R32. Water			1,151	
R33. Other Enterprise				
R34. Conduit				
R35. Transportation				
R36. Total Non-Operating Revenues			\$1,151	
R36.5 Total Revenues	\$0	\$0	\$429,703	\$429,703

Governmental Expenditures

R37. General				
R38. Special Revenue				
R39. Debt Service				
R40. Capital Projects				
R41. Permanent				
R42. Transportation				
R43. Total Governmental Expenditures	\$0			
Internal Service Expenses				
R44. Total Operating Expenses		\$0		
R45. Total Non-Operating Expenses		\$0		
R46. Total Internal Service Expenses		\$0		
Enterprise Expenses				
Operating Expenses				
R47. Airport				
R48. Electric				
R49. Gas				
R50. Harbor and Port				
R51. Hospital				
R52. Sewer				
R53. Solid Waste				
R54. Transit				
R55. Water			313,960	
R56. Other Enterprise				
R57. Conduit				
R58. Transportation				
R59. Total Operating Expenses			\$313,960	
Non-Operating Expenses				
R60. Airport				
R61. Electric				
R62. Gas				
R63. Harbor and Port				
R64. Hospital				
R65. Sewer				
R66. Solid Waste				
R67. Transit				
R68. Water				
R69. Other Enterprise				
R70. Conduit				
R71. Transportation				
R72. Total Non-Operating Expenses			\$0	
R72.5 Total Expenditures/Expenses	\$0	\$0	\$313,960	\$313,960
R73. Transfer In				
R74. Transfer Out				
R75. Change in Fund Balance/Net Position	\$0	\$0	\$115,743	\$115,743
R76. Fund Balance/Net Position (Deficit), Beginning of Fiscal Year	\$0	\$0	\$748,128	\$748,128
R77. Adjustments				
R78. Fund Balance/Net Position (Deficit), End of Fiscal Year	\$0	\$0	\$863,871	\$863,871

Assets					
R79.	Total Current Assets			361,856	361,856
R80.	Total Noncurrent Assets			534,271	534,271
R81.	Total Assets	\$0	\$0	\$896,127	\$896,127
Liabilities					
R82.	Total Current Liabilities			32,256	32,256
R83.	Total Noncurrent Liabilities				
R84.	Total Liabilities	\$0	\$0	\$32,256	\$32,256
R85.	Total Fund Balance/Net Position (Deficit)	\$0	\$0	\$863,871	\$863,871

Special District of Durham Irrigation District
 Special District Financial Transactions Report
 Footnotes

Fiscal Year: 2022

FORM DESC	FIELD NAME	FOOTNOTES
WaterEnterpriseFund	(R14)ConnectionFees	Increase due to additional connections sold in 2021.
WaterEnterpriseFund	(R17)OtherWaterServicesRevenues	Consists of meter sales. Increase due to additional meters sold over 2020.
WaterEnterpriseFund	(R25)Treatment	There was a change in how these costs were classified. No costs here in 2021. Now classified in transmission and distribution.
WaterEnterpriseFund	(R26)TransmissionandDistribution	Increase due to additional repairs and maintenance needs and due to reclassification of costs previously reported as treatment.
WaterEnterpriseFund	(R31)ContractualServices	Increase in services due to additional staffing needs.
WaterEnterpriseFund	(R34)DepreciationandAmortizationExpenses	District has not yet calculated the depreciation expense, which will be completed prior to the audit.
WaterEnterpriseFund	(R35)OtherOperatingExpenses	Includes development project and misc. fees.
WaterEnterpriseFund	(R58)OtherNonoperatingRevenues	Miscellaneous nonoperating income.
ProprietaryFunds	(R01)Entpr-Unrestricted	Increase due to reserves created.
ProprietaryFunds	(R12)Entpr-TotalCurrentAssets	See explanation at R01.
ProprietaryFunds	(R22)Entpr-OtherCapitalAssets	Consists of mains, pumps, and wells.
ProprietaryFunds	(R41)Entpr-OtherCurrentLiabilities1	Payroll liabilities.
ProprietaryFunds	(R56)Entpr-NetPensionLiability	The District does not have a retirement plan.

Total Footnote: 13

Your electronically signed cover page was successfully submitted. If you would like to keep a hard copy for you records click on the "Print Cover Page" button at the top of the page.

The name and/or email provided does not match the information on file. Please check that the information entered is correct.

SPECIAL DISTRICTS' FINANCIAL TRANSACTIONS REPORT COVER PAGE

Special District Name: Durham Irrigation District

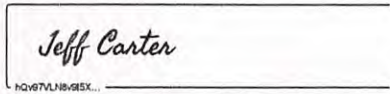
Fiscal Year: 2022

ID Number: 12520401000

Certification:

I hereby certify that, to the best of my knowledge and belief, the report forms fairly reflect the financial transactions of the special district in accordance with the requirements as prescribed by the California State Controller.

Special District Fiscal Officer


12520401000

 Signature

Attorney

 Title

Jeff Carter

 Name (Please Print)

3/17/2023

 Date

Per Government Code section 53891(a), this report is due within seven months after the close of the fiscal year or within the time prescribed by the Controller, whichever is later. The report shall contain underlying data from audited financial statements prepared in accordance with generally accepted accounting principles, if this data is available.

If submitted manually, please complete, sign, and mail this cover page to either address below:

Mailing Address:
 State Controller's Office
 Local Government Programs and Services Division
 Local Government Reporting Section
 P.O. Box 942850
 Sacramento, CA 94250

Express Mailing Address:
 State Controller's Office
 Local Government Programs and Services Division
 Local Government Reporting Section
 3301 C Street, Suite 700
 Sacramento, CA 95816

The Financial Transactions Report was successfully submitted to the State Controller's Office on 3/17/2023 9:48:27 AM



1112 I Street, Suite 300
Sacramento, California 95814-2865
T 916.231.4141 or 800.537.7790 * F 916.231.4111

Maximizing Protection. Minimizing Risk. * www.sdrma.org

March 27, 2023

Durham Irrigation District
Ms. Jeannie Trizzino
Administrative Assistant
P.O. Box 98
Durham, California 95938-0098

Re: 2023-24 Property/Liability Renewal Estimate

Dear Ms. Trizzino,

In preparation for the 2023-24 Property/Liability Program renewal on July 1, 2023, we sent our program members preliminary renewal contribution estimates in January 2023. This was to help with budget planning for the 2023-24 fiscal year.

Since January, we have received your 2023-24 Renewal Questionnaire and updated information from our insurance brokers. We will continue to provide updates as we obtain renewal cost information from our program excess/reinsurers over the next few months. **Final contribution amounts will not be confirmed until we issue the 2023-24 renewal invoices in June.**

Your agency's Property/Liability 2023-24 updated estimated contribution is **\$5,582 to \$5,734** based on the following assumptions:

- Pool reinsurance rate increases of 15% to 20% based on early estimates from our reinsurance brokers
- Estimated 7 Credit Incentive Program (CIP) points for 2022-23. CIP credits will not be verified until after the 4/1/2023 deadline.

This budget estimate is specifically provided to assist you with preliminary budgeting and is NOT a renewal indication, renewal quote, or a "not-to-exceed" contribution. The final renewal contribution amount may be in excess of this estimate depending on the changing conditions of the insurance market over the next few months. Since we do not have the 2023-24 renewal rates from the program excess/reinsurers, we recommend you budget towards the upper end of the range, plus any differences in exposure or losses which have not yet been reported to SDRMA.

Members considering withdrawal from coverage with SDRMA for the 2023-24 program year are required to submit a **"Notice of Intent to Withdraw" by April 1, 2023**, in accordance with SDRMA Bylaws and must have completed the initial three full program year commitment period. If you have any questions about withdrawing from our program, please contact Ellen Doughty at edoughty@sdрма.org or 800-537-7790. **Withdrawal notices received after April 1, 2023, cannot be accepted based on the SDRMA Bylaws and Joint Powers Agreement.**



On behalf of the SDRMA Board of Directors and our entire risk management team, we thank you for your continued participation in our program. If you have any questions, please contact us at memberplus@sdrma.org or 800-537-7790.

Sincerely,
Special District Risk Management Authority

A handwritten signature in black ink that reads "Brian Kelley". The signature is written in a cursive style.

Brian Kelley
Chief Executive Officer

Month:	March	2023	
Date	Task Description/Notes	Regular Hrs and Duties (M-F)	After Hrs
3/1/23	Performed daily checks, checked lubrication of all pumps. Ran Aux power at both sites.	2.00	
3/2/23	Performed daily checks, checked lubrication of all pumps.	1.75	
3/3/23	Performed daily checks, checked lubrication of all pumps.	1.75	
3/6/23	Performed daily checks, checked lubrication of all pumps.	1.75	
3/7/23	Performed daily checks, checked lubrication of all pumps.	1.75	
3/8/23	Performed daily checks, checked lubrication of all pumps. Met with Brown Engineering to pot hole Goodspeed/Florida valve replacement. Obtained OD and pipe layout for parts list. Met with Northern CA Fence to look get Library fence install going. Worked on materials cost list for the 42 USBR Grant meter installations.	7.00	
3/9/23	Performed daily checks, checked lubrication of all pumps.	1.75	
3/10/23	Performed daily checks, checked lubrication of all pumps. Ordered parts from Ferguson for Goodspeed/Florida Valve Job.	2.75	
3/13/23	Performed daily checks, checked lubrication of all pumps. Added 20 gallons to Holland site. Added 22 gallons to Library site.	2.00	
3/14/23	Performed daily checks, checked lubrication of all pumps.	1.75	
3/15/23	Performed daily checks, checked lubrication of all pumps.	1.75	
3/16/23	Performed daily checks, checked lubrication of all pumps. Checked bladder tank pressures at Holland site. All 4 bladders averaged 48 psi(Good). Flushed bladder manifold.	2.00	
3/17/23	Performed daily checks, checked lubrication of all pumps. Chlorinator shelf at Alley site was failing. Picked up materials from Home Depot and installed new shelf. Changed pump tube and injector.	3.50	
3/20/23	Performed daily checks, checked lubrication of all pumps. Picked up materials for Goodspeed/Florida job. Responded to 1 USA request.	3.00	
3/21/23	Performed daily checks, checked lubrication of all pumps. Returned incorrect parts to Ferguson and picked up new parts. Assembled flanged valve manifold, torqued evenly to spec. Loaded up materials for Goodspeed/Florida job scheduled Friday. Shut off 9393 Goospeed as per customers request. Verified backflow ownership of 9287 Midway as per customers request.	6.50	
3/22/23	Performed daily checks, checked lubrication of all pumps.	1.75	

Date	Task Description/Notes	Regular Hrs and Duties (M-F)	After Hrs
3/23/23	Performed daily checks, checked lubrication of all pumps. Passed out 152 door hangers for Goodspeed/Florida valve job.	2.75	
3/24/23	Performed daily checks, checked lubrication of all pumps. Met with Brown Engineering to replace leaking valve. Replaced valve with flanged 3 way valve. Flushed system thoroughly. No leaks, backfilled and capped with cold patch.	8.00	
3/27/23	Performed daily checks, checked lubrication of all pumps.	1.75	
3/28/23	Performed daily checks, checked lubrication of all pumps.	1.75	
3/29/23	Performed daily checks, checked lubrication of all pumps.	1.75	
3/30/23	Performed daily checks, checked lubrication of all pumps.	1.75	
3/31/23	Performed daily checks, checked lubrication of all pumps. Pulled monthly samples and delivered to Pace Labs.	2.50	
Monthly Production			
7861 CCF's			
Total Regular Hours		63.00	
Total Extra Regular Hours over 48 hrs/month, excluding meter reading		15.00	
Total Additional After Hours			0.00
Signature:	<i>Michael Butler</i>		
Title:	Operator		

4/13/2023

Work Order Statistics
01/01/2021 thru 04/30/2023

1

<u>Year</u>	<u>Month</u>	<u>Issued</u>	<u>Complete</u>	<u>Open</u>	<u>Avg Comp Days</u>	<u>Avg Open Days</u>
2021	09	6	6		98	0
2021	10	24	20	4	205	553
2021	11	2	2		69	0
2021	12	12	12		186	0
2022	01	7	7		47	0
2022	02	12	10	2	140	446
2022	03	6	5	1	131	396
2022	04	3	3		24	0
2022	05	5	5		21	0
2022	06	6	5	1	34	306
2022	07	2	2		10	0
2022	08	8	5	3	0	261
2022	09	7	6	1	37	214
2022	10	5	5		5	0
2022	11	1	1		13	0
2022	12	1		1	0	122
2023	01	8	2	6	18	91
2023	02	2		2	0	62
2023	03	7		7	0	36
2023	04	1	1		8	0

125 97 28

20 Items

4/13/2023

Work Order List

1

<u>Order No</u>	<u>Tap</u>	<u>Issued</u>	<u>Completed</u>	<u>Name</u>	<u>Assigned to</u>	<u>Location</u>
112	920	10/13/21		R Ilukowicz & Leach	Water Operator	2542 Durham-Dayton
<p>APN 039-450014 10/26/2021 - blank; no meter. Need to install meter. 9/26/2021 - water operator reports no access.</p>						
114	936	10/27/21		R Devin Fosdick	Water Operator	2390 Brown St
<p>APN 040-231-020 10/27/2021 - Install water meter.</p>						
119	201	10/28/21		R Henry Mattei	Water Operator	2425 Durham St
<p>040-221-001 10/27/2022 - water operator contacted owner; cannot locate meter box. Will have Advanced Leak Detection search for meter box. 10/28/2021 - meter not working; estimated readings since 5/26/2020.</p>						
129	141	10/28/21		R Billy Woodward	Water Operator	2403 Brown St
<p>040-233-015 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.</p>						
158	28	2/8/22		R Erika Withrow	Administrative Assistan	9327 Holland Ave
<p>039-460-045 2/8/2022 - 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.</p>						
164	261	2/8/22		R Dickalyn Porter	Water Operator	9339 Goodspeed St
<p>040-223-009 9/8/2022: Per water operator - They need to be metered. I can get this going myself. They have a leak on their side that isn't being addressed. We need to know how much they are losing. Old (2020?) 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.</p>						
173	143	3/30/22		R Janet Bynum	Water Operator	9389 Goodspeed St
<p>040-214-007 3/29/2022 - water operator reports cracked sight glass on meter that might need repair or replacement.</p>						
187	110	6/28/22		R Derena Bettencourt	Water Operator	2344 Florida Ln
<p>040-233-031 6/28/2022 - Water operator notes that meter is broken.</p>						
192	806	8/2/22		R Durham CUMC Parson	Water Operator / Admir	2404 Durham-Dayton

<u>Order No</u>	<u>Tap</u>	<u>Issued</u>	<u>Completed</u>	<u>Name</u>	<u>Assigned to</u>	<u>Location</u>
						<p>9/13/2022 jlt: Advanced Pipeline verified water service line "coming from future meter supply hookup on Midway." - \$200</p> <p>9/8/2022 wo: Water Operator reports "This location is hardly ever occupied. There is extensive landscaping . It wouldn't be too difficult to install a meter. Will have Advanced Leak detection look at this location to locate service connection on 9/9/2022. This is a flat rate account being charged a non-standard fixed amount. (should be \$63.78; is charged \$39.93).</p> <p>Please look into two issues:</p> <ol style="list-style-type: none"> 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? <p>We are considering offering the customer two options -</p> <p>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.</p> <p>B. charge standard fixed rate amount of \$63.78/month.</p>
194	955	8/3/22		R Caitlin and Michael Crete	Water Operator	2514 Durham-Dayton
						<p>039-450-005</p> <p>8/3/2022 - 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.</p> <p>New meter fee has been paid.</p>
200	919	8/30/22		R Jose Sanchez	Water Operator	9259 Midway
						<p>040-250-027</p> <p>8/29/2022 - water operator notes scratched sight glass on meter makes it difficult to read.</p>
209	125	9/28/22		R Jesus Barriega	Water Operator	9283 Goodspeed St
						<p>040-233-006</p> <p>9/29/2022 jlt: Water operator reports that meter needs to be replaced. Estimated readings since 09/2022.</p>
218	931	12/29/22		R David Day	Water Operator	2385 Florida Ln
						<p>APN 040-240-075</p> <p>Meter needs replacxing.</p>
221	961	1/24/23		R Albert Amator	Water Operator	2397 Campbell St
						<p>040-223-006</p> <p>Please install new meter for a previously unmetered accounts (conversion and consolidation from flat rate account). See 12/2022 BOD discussion.</p> <p>Also update meter book - need to add new page.</p> <p>New meter fee has been charged to account.</p>
223	72	1/24/23		R Geraldine Gillham	Water Operator	9348 Midway
						<p>040-200-095</p> <p>Install new meter for a previously unmetered account (conversion from flat rate).</p> <p>Also update meter book - need to add new page.</p> <p>New meter fee has been charged to Acct 72.</p> <p>Will be New Acct 962</p>
224	231	1/31/23		R Cheryl Williams	Water Operator	9263 Midway

<u>Order No</u>	<u>Tap</u>	<u>Issued</u>	<u>Completed</u>	<u>Name</u>	<u>Assigned to</u>	<u>Location</u>
225	943	1/31/23		R Kayla and Michael LaChappelle	Water Operator	9216 Goodspeed St
226	32	1/31/23		R Robert Kreider	Water Operator	2408 Faber St
227	210	1/31/23		R Ken Quaintance	Water Operator	2397 Florida Ln
228	964	2/27/23		R Carol Wagner	Water Operator	2393 Durham St
229	67	2/27/23		R Tim Dempsey	Water Operator	9329 Midway
230	19	3/21/23		R Rosemary Bennett	Water Operator	2379 Florida Ln
231	18	3/23/23		R Rosemary Bennett	Water Operator	2404 Serviss St

<u>Order No</u>	<u>Tap</u>	<u>Issued</u>	<u>Completed</u>	<u>Name</u>	<u>Assigned to</u>	<u>Location</u>
232	3 3/23/23		R	Rosemary Bennett	Water Operator	2396 Campbell St
040-221-016 03/23/2023 jlt: Please install new meter for a previously unmetered account (new connection or conversion from flat rate). Please also install a customer shut-off valve on their side of the meter. Also update meter book - need to add new page. New meter fee has been billed (03/2023).						
233	273 3/23/23		R	Carole Lee "Kelly" Lotti	Water Operator	2339 Brown St
040-234-007 3/23/2023 jlt: Water Operator to review what property the backflow device serves; the service lines at this site are non-standard and may be serving another account (Acct 334 or 615 on Midway). Water Operator spoke with customer and also with District Engineer Robin Kampmann of NorthStar.						
234	226 3/23/23		R	Catherine Bailey	Water Operator	9393 Goodspeed St
040-214-006 3/23/2023 jlt: Water operator to further investigate unexplained usage in owner's unoccupied rental home. Matter was previously investigated by water operator under WO#170 and 212, but upon discussion at 3/21/2023 board meeting, the matter was reopened. NOTE: District Engineer Robin Kampmann suggested there might be a cross-connection on the customer side of the meter.						
235	965 3/27/23		R	Gerardo Perez	Water Operator	2382 Brown St
040-231-018 Please install new meter for a previously unmetered account (conversion from flat rate). Also update meter book - need to add new page. New meter fee charged to Acct 72.						
236	313 3/30/23		R	Jamie Payne	Water Operator	9253 Midway
040-250-004 Replace meter.						

<u>Order No</u>	<u>Tap</u>	<u>Issued</u>	<u>Completed</u>	<u>Name</u>	<u>Assigned to</u>	<u>Location</u>
201	11 9/1/22	9/1/22	R	Sandra Atteberry	Water Operator	9227 Midway
	Read Seq 104008					
203	622 9/12/22	11/9/22	R	Sis Gilmore	Water Operator	9462 Van Ness Way
	Read Seq 901007					
205	291 9/12/22	9/12/22	R	Diego & Marisa Guerra	Water Operator	9665 Teal Ln
	Read Seq 801001					
206	149 9/15/22	11/2/22	R	Bruce Karolyi	Water Operator	2378 Brown St
	Read Seq 211015					
207	257 9/19/22	11/2/22	R	John & Christy Patterson	Water Operator	2368 Florida Ln
	Read Seq 209009					
208	811 9/28/22	12/12/22	R	Tavis Beynon	Water Operator	60 San Rafael
	040-280-122					
210	807 10/6/22	11/2/22	R	St. James Catholic		2416 Faber St
	CLOSED					
212	226 10/26/22	10/26/22	R	Catherine Bailey	Water Operator	9393 Goodspeed St
	Read Seq 500001					
214	947 10/3/22	10/3/22	R	Steven and Michelle Bunch	Water Operator	30 San Rafael Ct
	APN 040-280-123					
215	947 10/28/22	10/28/22	R	Steven and Michelle Bunch	Water Operator	30 San Rafael Ct
	APN 040-280-123					
216	153 10/22/22	10/22/22	R	DC Investments One		9210 Goodspeed St
	APN 040-250-016					
217	906 11/29/22	12/12/22	R	Tate and Traci Wood	Water Operator	40 San Rafael Ct
	APN 040-280-109					
219	102 1/10/23	2/7/23	R	Albert Amator	Water Operator	2400 Campbell St
	040-221-017					
220	232 1/24/23	2/1/23	R	Gertrude Smith	Water Operator	2372 Faber St
	040-223-012					

<u>Order No</u>	<u>Tap</u>	<u>Issued</u>	<u>Completed</u>	<u>Name</u>	<u>Assigned to</u>	<u>Location</u>
237	115 4/4/23	4/12/23	R	Jim Hamilton	Administrative Assistan	2414 Durham-Dayton
040-212-006						

Mar. 29, 2023

Nicole Johansson
5233 Honey Rock Ct.
Oroville, CA 95966
530-990-0383 Nicole@nicolejo.com

This quote pertains to Community Outreach activities to be carried out for Durham Irrigation District.

Marketing and Community Outreach Contract

This is a six-month scope of services from April 1, 2023-Oct. 31, 2023.

Specific activities include:

Strategic Communications – Develop strategy to continue outreach to the local community. Written materials including newsletters, website content, customer and community materials (posters, flyers).

Develop a Stakeholder Advisory Committee – includes development of an application, a submittal and selection process, outreach to the community so that candidates apply.

Develop a more visible presence in the community, attend as a DID representative and report to meetings of groups such as Durham Rotary, Durham Exchange Club, Durham Community Foundation so that stakeholders in the community are “in the know” about what’s happening at Durham Irrigation District, such as encouraging people to apply for the Stakeholder Advisory Committee and attend community stakeholder meetings.

Work with Lance Smith at *The Forum* to create a column “Drippings from the Pipeline” to report on water shut offs, system improvements, Capital Improvement updates.

Grow email marketing list.

Update customer database, obtain current contact information from rate payers.

Use outreach opportunities to increase knowledge, visibility, and usage of www.didwater.org by DID rate payers.

Government affairs, advise board on strategic messaging and positioning as related to government involvement in the community such as Vina GSA as needed.

Preparation and involvement in the Capital Improvement Plan and updates for a second Prop 218 hearing to take place in 4Q 2023. Schedule and host any community meetings as needed.

Salary & Wages	Not to exceed 20 hours per month *Additional time incurred will be billed at \$75/hr rate.	\$1500.00 per month
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Client Signature: _____

Date: _____

DRAFT

INTEROFFICE MEMORANDUM

TO: BOARD OF DIRECTORS

FROM: JEANNIE TRIZZINO

SUBJECT: DISTRICT FISCAL OFFICER

DATE: APRIL 4, 2023

CC:

This memorandum is to request that the Directors provide guidance on the assignment of District Fiscal Officer.

Currently the District's fiscal officer with respect to the State of California Annual Fiscal Transactions Report is District Counsel Jeff Carter.

I have no options to suggest, but would like the Board to bring forth options to continue with Mr. Carter as Fiscal Officer, consider assigning the role to another individual, or some other option.