



**DURHAM IRRIGATION DISTRICT**  
**Meeting Agenda**  
**Board of Directors:**  
*Matt Doyle, Chair; Kevin Phillips*

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**Tuesday, April 16, 2024**  
**5:30 PM**

**District Office**  
**9418-C Midway**  
**Durham CA 95938**

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**COPY OF AGENDA and AGENDA PACKET AVAILABLE FROM:**  
Durham Irrigation District Office or Online at [www.didwater.org](http://www.didwater.org)

**ADDRESSING THE BOARD**

- Any person desiring to address the Board shall first secure permission of the presiding officer.
- Matters under the jurisdiction of the Board and not on the Agenda may be addressed by the Public at the time provided in the Agenda under Public Comment. The Board limits testimony on those items to three minutes per person and no more than three individuals shall address the same subject.
- As required by Govt. Code Section 54957.5, any public record distributed to the Board of Directors less than 72 hours prior to this meeting in connection with any agenda item shall be made available for public inspection at the Durham Irrigation District office, 9418-C Midway, Durham, CA 95938. Public records distributed during the meeting will be available for public inspection at the meeting if prepared by the District. If the public record is prepared by any other party and distributed at the meeting, it will be made available for public inspection following the meeting at the District.
- Parties with a disability as provided by the Americans with Disabilities Act who require special accommodations or aides to participate in the public meeting should make the request to the District office three full business days prior to the meeting at (530) 343-1594.

**1 CALL TO ORDER – 5:30 PM**

**2 ROLL CALL / OPENING BUSINESS**

**2.1 AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS**

**2.2 PUBLIC COMMENT**

Members of the public wishing to address the Board on items not listed on the Agenda:

The Durham Irrigation District Board of Directors may take official action only on items included in the posted agenda for a specific scheduled meeting.

Items addressed during the Public Comment section are generally matters not included on the agenda and therefore, the Board will not take action at this scheduled meeting. However, such items may be put on the agenda for a future meeting. The public shall have the opportunity to address items that are on the posted agenda.

Speakers shall be limited to three minutes each.

**3 CLOSED SESSION – Government Code §54957 - Discuss and consider qualifications and appointment of a public official; conference with legal counsel.**

**4 OPEN SESSION – return to open discussion.**

**5 BOARD VACANCY**

SUBJECT: Review applications received and appoint new board member to fill vacancy.

FISCAL IMPACT: NONE

ACTION REQUESTED: Review statements of interest and make interim appointment to fill the vacant seat through December 6, 2024. Both candidates were invited to attend the board meeting.

The District has received two applications from eligible candidates – Mr. Derek Sohnrey and Mr. William Vanasek.

The board will interview the candidates and then conduct their deliberations. After deliberations are complete, the board will vote on the interim appointment. The public may make comments during the open session but will not be able to ask questions directly to the candidates.

ATTACHMENTS:

5.a Statement of Interest – Mr. Derek Sohnrey

5.b Statement of Interest – Mr. William Vanasek

**6 CORRESPONDENCE**

6.1 Ltr. to Congressman LaMalfa (03.20.2024)

SUBJECT: Correspondence to Congressman La Malfa requesting co-sponsorship of HR 7525 Special District Grant Accessibility Act, which would establish a formal definition of "special district" in federal law, as well as require the Office of Management and Budget (OMB) to issue guidance to federal agencies requiring special districts to be recognized as local governments for the purpose of federal financial assistance determinations. This action was approved by the board at its March 2024 meeting under Item 10.

FISCAL IMPACT: NONE

ACTION REQUESTED: Receive correspondence.

ATTACHMENTS:

6.1 Ltr. to Congressman La Malfa (03.20.2024)

**7 PRESENTATIONS - NONE**

**8 REPORTS/ANNOUNCEMENTS FROM DIRECTORS**

8.1 VINA GSA REPORT (Vina GSA Calendar here: <https://www.vinagsa.org/calendar> )

SUBJECT: Status report on Vina GSA.

FISCAL IMPACT: NONE

ACTION REQUESTED: Receive information, discuss and provide direction to staff.

**9 PUBLIC HEARINGS - NONE**

These matters are scheduled at the time stated and will be heard by the Board as close to the time stated as possible.

**10 INFORMATION/CONSENT CALENDAR**

All items listed under the Consent Agenda are considered to be routine and will be enacted by one motion unless an item is removed. Resolutions will be read by title only.

There will be no separate discussion of these items unless members of the Board, or persons in the audience, request specific items to be removed from the Consent Agenda to the Regular Agenda for separate discussion, prior to the time the Board votes on the motion to adopt the Consent Agenda. If any item(s) are removed from the Consent Agenda, the item(s) will be considered immediately following action on the Consent Agenda.

- 10.1 Warrant Sheet from March 15, 2024 to April 10, 2024, including payments, deposits, and transaction adjustments.

SUBJECT: Approve payments, deposits, and transaction adjustments.

FISCAL IMPACT: See attachments.

ACTION REQUESTED: APPROVE

ATTACHMENTS:

10.1.1 Warrant Sheet

10.1.2 Financials

10.1.3 Board Recap, Water Sales and AR Aging Report

- 10.2 Board of Directors Meeting Minutes of February 20, 2024 and March 15, 2024.

SUBJECT: Meeting Minutes of February 20, 2024 and March 18, 2024.

FISCAL IMPACT: NONE.

ACTION REQUESTED: APPROVE

ATTACHMENTS:

10.2 a Meeting Minutes of February 20, 2024

10.2 b Meeting Minutes of March 18, 2024

**11 DISTRICT ENGINEER REPORT (NON-ACTION ITEMS)**

- 11.1 USBR Grant-Funded Meter Replacement and Lead Service Laterals Assessment Project

SUBJECT: USBR Project update

FISCAL IMPACT: NONE

ACTION REQUESTED: Receive information, discuss and provide direction to staff.

ATTACHMENTS:

11.1 USBR Grant Expense Summary (04/11/2024)

**12 DEVELOPMENT PROJECT REPORT (NON-ACTION ITEMS)**

SUBJECT: Creekside Estates Development

FISCAL IMPACT: NONE

ACTION REQUESTED: Receive information, discuss and provide direction to staff.

ATTACHMENTS:

12 Creekside Estates Cost Summary (04/11/2024)

**13 DISTRICT OUTREACH REPORT (NON-ACTION ITEMS)**

SUBJECT: Report by Nicole Johansson on District outreach.

FISCAL IMPACT: NONE

ACTION REQUESTED: Receive information, discuss and provide direction to staff.

ATTACHMENTS:

13 District Outreach Report (04.2024)

**14 WATER OPERATOR REPORT (NON-ACTION ITEMS)**

SUBJECT: Report by water operator on previous month's activities.

FISCAL IMPACT: NONE

ACTION REQUESTED: Receive information, discuss and provide direction to staff.

ATTACHMENTS:

14.1 Water Operator Log for March 2024

14.2 Work Order Status Report for April 2024

**15 DISTRICT COUNSEL REPORT (NON-ACTION ITEMS)**

- 15.1 Easement Agreement between DID and DUSD for connections along east side of Durham Dayton Highway

**16 REGULAR AGENDA**

- 16.1 Consideration of District Bylaws

SUBJECT: *Continued from March 2024 board meeting.* Consideration of District Bylaws.

FISCAL IMPACT: NONE

ACTION REQUESTED: Adopt District Bylaws.

ATTACHMENTS: TK

- 16.2 Sealed Meter Policy

SUBJECT: Consider and adopt sealed meter policy. *Continued from March 2024 board meeting.*

FISCAL IMPACT: NONE

ACTION REQUESTED: Adopt sealed meter policy for accounts wishing to suspend water service for an extended period.

ATTACHMENTS:

16.2 Staff Report - Sealed Meter Policy (03.10.2024) (same as presented at March board meeting)

- 16.3 Emergency Water Hauling

SUBJECT: The Butte County Department of Emergency Services has received funding to continue its emergency water hauling program for county residents who have failing or dry wells. The Department has asked the District for consent to continue water hauling for customers beyond the jurisdiction of the District under the Governor's Executive Order N-7-22. *Continued from March 2024 board meeting.*

FISCAL IMPACT: UNKNOWN

ACTION REQUESTED: Authorize consent to continue water hauling program beyond jurisdiction.

- 16.4 Annual Review: Administrative Assistant Jeannie Trizzino  
SUBJECT: Annual review of Administrative Assistant.  
FISCAL IMPACT: 5% increase in annual payroll budget.  
ACTION REQUESTED: Consider and approve proposed 5% pay increase for administrative assistant.

**17 DIRECTORS' COMMENTS**

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

**18 ADJOURNMENT**

Adjourn to the next Regular Board Meeting on May 21, 2024.