



**DURHAM IRRIGATION DISTRICT**  
Regular Board Meeting  
Board of Directors:

*Matt Doyle, Chair; Kevin Phillips, Treasurer; Derek Sohnrey*

Wednesday, January 21, 2026

5:30 PM

District Office

9341 Midway, Unit B, Durham CA 95938

**1 CALL TO ORDER – 5:30 PM**

Present: Directors Doyle, Phillips and Sohnrey.

Absent: NONE

Also present: District Engineer Robin Kampmann; District Counsel Sophia Meyer, Public Outreach Nicole Johansson; Water Operator Mike Butler, and Admin. Assistant Jeannie Trizzino.

**2 ROLL CALL / OPENING BUSINESS**

2.1 AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

2.2 PUBLIC COMMENT

**3 REPORTS/ANNOUNCEMENTS FROM DIRECTORS**

3.1 VINA GSA REPORT ([Vina GSA Calendar Link](#))

SUBJECT: Status report on Vina GSA.

FISCAL IMPACT: NONE

ACTION REQUESTED: Receive information, discuss and provide direction.

**4 PRESENTATIONS/GUESTS**

4.1 Legislative Updates from Teri DuBose.

FISCAL IMPACT: NONE

ACTION REQUESTED: Receive information, discuss and provide direction.

Guest comments tabled to Item 10.2 – Water Storage Tank funding.

**5 INFORMATION/CONSENT CALENDAR**

5.1 Warrant Sheet from December 11, 2025 to January 14, 2026, including payments, deposits, and transaction adjustments.

SUBJECT: Approve payments, deposits, and transaction adjustments.

FISCAL IMPACT: See attachments.

ACTION REQUESTED: APPROVE

**A motion was made by Director Phillips and seconded by Director Sohnrey to approve Item 5.1 of the Consent Agenda.**

**Aye: 3 – Doyle, Phillips, Sohnrey**

**Nay: 0**

**Absent: 0**

**6 DISTRICT ENGINEER REPORT**

- 6.1 USBR Grant-Funded Meter Replacement and Lead Service Laterals Assessment Project  
SUBJECT: USBR Grant reimbursement update.  
FISCAL IMPACT: NONE  
ACTION REQUESTED: Receive information, discuss and provide direction.

District Engineer Kampmann confirmed that there were no updates to the project. Director Phillips asked staff to make sure the unpaid grant amount of \$70,293.00 was recorded in the District's books as an unpaid receivable for 2025.

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

SUBJECT: Report by Nicole Johansson.  
FISCAL IMPACT: NONE  
ACTION REQUESTED: Receive information, discuss and provide direction.

No updates.

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

- 8.1 Monthly Water Operator Report  
SUBJECT: Report by water operator on previous month's activities.  
FISCAL IMPACT: NONE  
ACTION REQUESTED: Receive information, discuss and provide direction.

Water Operator Mike Butler commented that due to the weather and urgent repairs, no progress was made on the open work orders. He updated the board on an electrical issue regarding the alley well's pump. He will continue to flush the hydrants.

The board asked him about alley maintenance and the monthly charges for cleaning and weed control. Water Operator will ask the landscaping firm about applying a pre-emergent herbicide to keep the weeds down through the season.

The board also asked about the trash bin at the Holland well site. The Water Operator reported that he does not use it. The board directed staff to close out the trash service agreement and have the bin removed.

The Water Operator will coordinate improvements to the Holland site so that it can receive chlorine deliveries from the new chlorine vendor, Spray-Chem.

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

SUBJECT: Verbal report by counsel on district-related activities. *See also regular agenda.*

No report from Counsel. Director Phillips asked counsel to prepare a Brown Act / SB 707 update for board review and education.

## 10 REGULAR AGENDA

- 10.1 Strategic Planning – Director Doyle  
 SUBJECT: Updates on strategic planning action items and goals.  
 FISCAL IMPACT: Unknown  
 ACTION REQUESTED: Receive information, discuss, and provide direction.

Director Phillips suggested that the updates proceed quarterly rather than monthly going forward. Some line items were pushed out to 2027, and several items were completed, such as the budget and CIP update.

- 10.2 USDA Community Project Funding – Water Storage Tank  
 SUBJECT: The District has received federal funding approval for construction of a water storage tank. This grant requires the District to ensure a 25% local cost share of \$500,000.  
 FISCAL IMPACT: \$500,000  
 ACTION REQUESTED: Receive information, discuss and provide direction.

Ms. Dubose spoke on being happy the late Congressman LaMalfa was able to secure this project funding for the District, but that now she cannot speak in any official manner on the funding. She encouraged the District to continue with the application process through USDA Rural Development and she will help as much as she can.

The board directed that it was too early to move forward with the draft press release that was included in the agenda packet.

Director Phillips commented that he would like to pursue steps to enable the water storage tank to be named after Congressman LaMalfa.

Director Phillips also commented that he continues to pursue a low-interest long-term loan for the required 25% cost share.

- 10.3 Mass Notification Policy  
 SUBJECT: Establish policy for use of mass notification system to the community.  
 FISCAL IMPACT: Unknown  
 ACTION REQUESTED: Adopt Mass Notification Policy.

Counsel will review draft policy and look into state-level mass notification policy guidance.

- 10.4 Leak Adjustment Policy  
 SUBJECT: Establish clear, consistent, and equitable guidelines for evaluating and granting leak adjustments for Durham Irrigation District customers.  
 FISCAL IMPACT: Unknown  
 ACTION REQUESTED: Adopt Leak Adjustment Policy.

**A motion was made by Director Sohnrey and seconded by Director Phillips to approve Item 10.4 – Leak Adjustment Policy.**

**Aye: 3 – Doyle, Phillips, Sohnrey**

**Nay: 0**

**Absent: 0**

- 10.5 Customer Assistance Policy  
 SUBJECT: Establish a Customer Assistance Program (CAP) to provide financial relief to eligible low-income residential customers by reducing their monthly service charge. The program is funded through voluntary customer donations and other contributions designated for CAP support.  
 FISCAL IMPACT: Unknown  
 ACTION REQUESTED: Adopt Customer Assistance Policy.

Counsel commented that she had reviewed the policy and found it lawful. She confirmed that donations to the assistance fund could be written off as charitable donations by the donor.

**A motion was made by Director Sohnrey and seconded by Director Phillips to approve Item 10.5 – Customer Assistance Policy.**

**Aye: 3 – Doyle, Phillips, Sohnrey**  
**Nay: 0**  
**Absent: 0**

- 10.6 Investment Policy  
 SUBJECT: Establish a policy to fulfill the District’s legal responsibility to safeguard and prudently manage organizational assets.  
 FISCAL IMPACT: Unknown  
 ACTION REQUESTED: Receive information, discuss, and provide direction.  
**A motion was made by Director Sohnrey and seconded by Director Phillips to approve Item 10.6 – Investment Policy.**  
**Aye: 3 – Doyle, Phillips, Sohnrey**  
**Nay: 0**  
**Absent: 0**

## 11 FUTURE AGENDA ITEM DISCUSSION

Opportunity for Board to request items for future board consideration.

The board requested agendaizing review and update of District connections fees at its July 2026 board meeting.

The board requested agendaizing appointment of board roles at its February 2026 board meeting.

## 12 DIRECTORS’ COMMENTS

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

Director Phillips thanked staff for their work and for the excellent work accomplished on behalf of the District in the past year.

Director Sohnrey thanked everyone and wished everyone the best for the new year.

**13 ADJOURNMENT**

There being no further business, the meeting adjourned at 6:45 pm.

Adjourn to the next Regular Board Meeting at 5:30 p.m. on February 18, 2026.

All meetings held at the District office at 9341 Midway, Unit B unless otherwise noted.