

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

**February 21, 2023 - 5:30 PM**

**AGENDA**

**COPIES OF THIS AGENDA AVAILABLE FROM:**

Durham Irrigation District Office or Online at [www.didwater.org](http://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: 2:30 PM, February 17, 2023 at 9418-C Midway, Durham, CA 95938 and [www.didwater.org](http://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

## 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 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 January 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 January 17, 2023 to February 20, 2023, including payments, deposits, and transaction adjustments.
- 5.3 \* Approval of the minutes for the January 18, 2023 and November 19, 2021 **Regular** Board Meetings.

## 6 REGULAR AGENDA

- 6.1 Items Removed from Consent Agenda

## 7 CORRESPONDENCE

All Items Informational/Possible Action/Direction

- 7.1 \* Ltr. from Button (01.18.2023) public records request
- 7.2 \* Ltr. from Button (01.30.2023) public records request
- 7.3 \* Ltr. to Button from Counsel (02.01.2023) response to request for documents
- 7.4 \* Ltr. from Button to Counsel (02.16.2023) public records request
- 7.5 \* Ltr. from SDRMA (01.26.2023) premium estimate
- 7.6 \* Ltr. from SDRMA (01.18.2023) notification of nominations – FYI only
- 7.7 \* Ltr. from Butte County Office of Emergency Mgmt (01.23.2023) Hazard Mitigation
- 7.8 \* Joint Association Letter to EPA on Cybersecurity (01.25.2023) – FYI only
- 7.9 \* Ltr. to AQMD (01.17.2023) permit renewal for backup generators – FYI only
- 7.10 \* Ltr. from CSDA (01.30.2023) CSDA BOD nominations – FYI only
- 7.11 \* Ltr. from Cal OES (02.08.2023) State Hazard Mitigation Plan update for review – FYI only
- 7.12 \* NCWA Annual Meeting Announcement (03.03.2023) – FYI only

## 8 WATER OPERATIONS BUSINESS

- 8.1 Ongoing/New Business  
All Items Informational/Possible Action/Direction
- 8.2 \* Review of Water Operator Log for January 2023 (Operator Mike Butler)
- 8.3 \* Monthly Work Order Status Report through February 15, 2023

8.3.1 \* Work Order 111 - Acct 933 - 9387 Holland Avenue (10.13.2021)

## 9 GENERAL BUSINESS

- 9.1 District Activities and Status Report from District Engineer.  
(All Items Informational/Possible Action/Direction)
  - 9.1.1 Status Updates and Activities Not Requiring Board Action
    - 9.1.1.1 Project Update: Bid Package for the Brown/Faber Alley Main Line Replacement Project.
    - 9.1.1.2 Capital Improvement Plan Update.
  - 9.1.2 Project Update: USBR Grant and Lead Service Laterals Replacement Projects and Timeline.  
**Action Requested: Update from District Engineer and staff on status of grant.**  
\* Grant extension 02 was finalized included in agenda packet for review. Project completion date of 12/31/2023.
  - 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 draft letter agreement.**
- 9.2 Development Projects. Review status of development projects' activities.
  - 9.2.1 No development project updates.
- 9.3 \* Butte County Special District Association Call for Nominations  
**Action Requested: Discuss and advise staff if District will nominate Special District Regular Enterprise Member to the Butte County Special District Association (BCSDA) and if there are any changes to the BCSDA contact roster.**
- 9.4 Annual Audit 2020.
  - 9.4.1 \* 2020 Draft Audit  
**Action Requested: Discuss and approve 2020 Draft Audit.**
  - 9.4.2 \* MHW CPA 2020 Audit Representation Letter (unexecuted)  
**Action Requested: Review and sign representation letter, which confirms the representations and conditions under which the CPA prepared the 2020 audit. After the letter is signed, the District will receive the finalized 2020 Annual Audit.**
- 9.5 Memorandum to Board
  - 9.5.1 Regarding Acct 684 – 2469 Tracy Ranch Road.  
**Action Requested: Response to owner following discussion at previous board meetings.**
  - 9.5.2 Memorandum to Board (02.15.2023) Staff Vacation
- 9.6 Update on Accounts Receivable Status.  
**Action Requested: Update from staff on collections status.**
- 9.7 Policy and Procedure Manual Updates.
  - 9.7.1 Introduction (Doyle)
  - 9.7.2 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  
Presentation from February 8, 2023 Vina GSA Board meeting included in agenda packet.  
\* Vina GSA Board Presentation (02.08.2023) Vina GSA Governance and Funding
- 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, March 21, 2023.

Please note that there is a scheduled Proposition 218 Special Hearing on March 20, 2023.

See the District website for more information – [www.didwater.org](http://www.didwater.org) .