

**Durham Irrigation District
Board of Directors**

DRAFT Meeting MINUTES

January 14, 2020 - 5:30 PM

District Office - 9418-C Midway, Durham, California 95938

Board of Directors:

Matt Doyle, Chair
Raymond Cooper
Kevin Phillips

District Staff:

Kamie Loeser, General Manager
Jeff Carter, District Counsel
Drew Huneycutt, Water Operator

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Durham Irrigation District Office**

AGENDA ITEMS:

1. CALL TO ORDER

- 1.1 Roll Call/Establishment of Quorum – The meeting was called to order at 5:45 p.m. by Chair Doyle. Roll Call was taken as noted above.
- 1.2 Introduction of Guests – No Guests

2. ADJUSTMENTS AND APPROVAL OF AGENDA

- 2.1. Agenda approved with no adjustments.

On motion made by Director Phillips, seconded by Director Cooper, the Board of Directors approved the minutes as presented.

The vote was as follows: Ayes carried

Ayes: Phillips, Cooper, Doyle

Noes: None

Abstain: None

Absent: None

3. PUBLIC COMMENT

None.

4. CONSENT AGENDA

- 4.1 Minutes for Regular Meeting held on December 10, 2019 - *Action Requested - that the Board of Directors approve the minutes as submitted*

On motion made by Director Phillips, seconded by Director Cooper, the Board of Directors approved the Minutes as presented.

The vote was as follows: Ayes carried

Ayes: Phillips, Cooper, Doyle

Noes: None

Abstain: None

Absent: None

- 4.2 Payment of monthly bills and approve the refund register from December 10, 2019 through January 14, 2020 - *Action Requested - that the Board of Directors authorize payment of the monthly bills and approve the warrant sheet and refund register*

On motion made by Director Phillips, seconded by Director Cooper, the Board of Directors approved the payment of the monthly bills, warrant sheet and refund register as presented.

The vote was as follows: Ayes carried

Ayes: Phillips, Cooper, Doyle

Noes: None

Abstain: None

Absent: None

- 4.3 Monthly Financial Report - *Action Requested - that the Board of Directors review and approve the Monthly Financial Report*

On motion made by Director Phillips, seconded by Director Cooper, the Board of Directors approved the Monthly Financial Report as presented.

The vote was as follows: Ayes carried

Ayes: Phillips, Cooper, Doyle

Noes: None

Abstain: None

Absent: None

5. REGULAR AGENDA

- 5.1. No Items were Removed from Consent Agenda

6. WATER OPERATIONS BUSINESS *(All items Information/Possible Action)*

- 6.1 Daily Log for December 2020

Informational Purposes/No Action Taken. Water Operator Huneycutt provide a review of the Brown/Faber leak repair and provided a summary of a few small leaks within the District.

7. GENERAL ADMINISTRATION BUSINESS *(All items Information/Possible Action)*

- 7.1. General Manager Contract (Staff Report Item 7.1) - *Action Requested - that the Board of Directors consider and approve a 6-month part-time contract management and administrative services agreement, with option for an 30-day extensions, at a time and materials rate set forth in Exhibit A: Scope of Work/Fee Schedule.*

On motion made by Director Phillips, seconded by Director Cooper, the Board of Directors approved Contract with agreed upon amendments pertaining to minimum insurance requirements.

The vote was as follows: Ayes carried

Ayes: Phillips, Cooper, Doyle

Noes: None

Abstain: None

Absent: None

- 7.2. Water Operations & Maintenance Services Contract (Staff Report Item 7.2) - *Action Requested - that the Board of Directors consider and approve a 3-month water operations and maintenance services agreement at a time and materials rate set forth in Exhibit A: Scope of Work/Fee Schedule.*

On motion made by Director Phillips, seconded by Director Cooper, the Board of Directors approved the Water Operations & Maintenance Services Contract.

The vote was as follows: Ayes carried

Ayes: Phillips, Cooper, Doyle

Noes: None

Abstain: None

Absent: None

- 7.3. Water Operations and Maintenance Services (Staff Report Item 7.3)- *Action Requested - that the Board of Directors authorize the General Manager and Water Operator to begin discussions with various entities to discuss options for providing water operations and maintenance services that would be used to determine the scope of services to prepare a request for proposals.*

Item continued to the February 11, 2020 Board Meeting.

8. ATTORNEY REPORT *(All items Information/Possible Action)*

Informational Purposes/No Action Taken. Attorney Carter provided an update on the District's unbilled development projects.

9. GENERAL MANAGER REPORT *(All items Information/Possible Action)*

Informational Purposes/No Action Taken. Contract General Manager provided updates on the Items 9.1-9.6 described in the Staff Report.

10. BOARD OF DIRECTOR'S REPORTS/SPECIAL ASSIGNMENTS

Informational Purposes/No Action Taken. Contract General Manager noted that the next Vina GSA Board Meeting to be March 2020, the meetings are now quarterly with the Stakeholder Advisory Committee (SHAC) meeting monthly.

11. DIRECTORS' COMMENTS

No Comments from the Directors.

15. ADJOURNMENT

Adjournment to the next meeting of the Board of Directors of Durham Irrigation District

- *The Board of Directors is committed to making its meetings accessible to all citizens. Any persons requiring a special accommodation to participate, is requested to contact the District Office at 530-343-1594 at least 3 working days in advance of the meeting. Office Hours Thursday 8:30 a.m.-12:00 p.m.*
- *The Board of Directors or its President pursuant to Government Code section 54954.3 reserves the right to impose reasonable rules governing public participation on agenda and non-agenda items, including limiting the total amount of time allocated to public testimony on particular issues and for each individual speaker.*