

## Durham Irrigation District Board of Directors

### Board Meeting

July 18, 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: 1:00 PM, July 14, 2023 at 9418-C Midway, Durham, CA 95938 and [www.didwater.org](http://www.didwater.org).

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#### Board of Directors:

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

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#### District Staff:

Robin Kampmann, District Engineer  
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 June 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 June 8, 2023 to July 14, 2023, including payments, deposits, and transaction adjustments.
- 5.3 \* Approval of the Minutes for the May 16, 2023 and June 8, 2023 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 PACE Analytical Services (06.27.2023) reporting significant error from 2021 report
- 7.2 \* Ltr. from LAFCO (2023.07.13) Elections Results

## 8 GENERAL BUSINESS

- 8.1 District Activities and Status Report from District Engineer.  
(All Items Informational/Possible Action/Direction)
  - 8.1.1 Capital Improvement Plan Update
  - 8.1.2 District Funding Options Update  
Action Requested: Schedule special board meeting for presentation from Jacques DeBra of LSCE
  - 8.1.3 \* Update: USBR Grant Funded Meter Replacement and Lead Service Laterals Assessment Project  
Action Requested: Review DRAFT Meter Installation Letter
  - 8.1.4 Update: Easement Agreement between DID and DUSD for connections along east side of Durham Dayton Highway.  
Action Requested: No action, pending appointment of new counsel.
- 8.2 Development Projects. Review status of development projects' activities.
  - 8.2.1 Keeney Estates (aka Creekside Estates)
  - 8.2.2 Butte County Farm Bureau – 9412 Jones Avenue
- 8.3 Legal Services RFP  
Action Requested: Recommendation and award of contract.

- 8.4 Memorandum to Board (05.10.2023) Interim District Fiscal Officer  
Action Requested: No action pending appointment of new counsel.
- 8.5 \* Regarding Acct 933 – 9287 Holland Avenue  
Ltr. from Owner – dtd 06/23/2023 re: encroachment
- 8.6 Update on Accounts Receivable Status.
- 8.7 Policy and Procedure Manual Updates.
  - 8.7.1 Introduction (Doyle)
  - 8.7.2 Water Rates, Operating fees, and Billing Procedure (Phillips)
- 8.8 \* Community Advisory Committee Structure.  
Action Requested: Review draft structure.
- 8.9 Consider rescheduling August Board meeting, currently scheduled for August 15, 2023.

## 9 WATER OPERATIONS BUSINESS

- 9.1 Ongoing/New Business  
All Items Informational/Possible Action/Direction
- 9.2 \* Review of Water Operator Log for June 2023 (Operator Mike Butler)
- 9.3 \* Monthly Work Order Status Report through July 14, 2023

## 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, August 15, 2023.

NOTE: Subject to change per Agenda Item 8.9.

## Attachments

**Balance Sheet****As of June 30, 2023**Jun 30, 23**ASSETS****Current Assets****Checking/Savings****Current Assets**

Cash 34,750.07

Cash on Hand 100.00

Development Fees 36,660.24

Savings 14,381.03

California CLASS 154,659.01

**Total Current Assets** 240,550.35**Total Checking/Savings** 240,550.35**Total Current Assets** 240,550.35**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 -434,456.00

**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** 810,463.05**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 -85,978.04

**Total Equity** 810,463.05**TOTAL LIABILITIES & EQUITY** 810,463.05

# Durham Irrigation District

## Profit & Loss

January through June 2023

5.1.2

	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	TOTAL
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
<b>Water Sales Income</b>							
<b>OPERATING REVENUES</b>							
Demand Fees	0.00	0.00	60.00	0.00	90.00	0.00	150.00
Meter Sales	0.00	1,300.00	1,300.00	2,600.00	650.00	0.00	5,850.00
Water Sales	30,527.77	18,553.94	22,799.91	16,321.23	29,838.74	26,722.19	144,763.78
<b>Total OPERATING REVENUES</b>	30,527.77	19,853.94	24,159.91	18,921.23	30,578.74	26,722.19	150,763.78
<b>Total Water Sales Income</b>	30,527.77	19,853.94	24,159.91	18,921.23	30,578.74	26,722.19	150,763.78
<b>Total Income</b>	30,527.77	19,853.94	24,159.91	18,921.23	30,578.74	26,722.19	150,763.78
<b>Expense</b>							
<b>Contract Services</b>							
Accounting Fees	850.00	649.73	6,481.25	1,175.00	525.00	525.00	10,205.98
Engineering Support	6,972.50	6,922.50	5,810.50	5,155.00	3,757.50	0.00	28,618.00
Legal Fees	2,160.00	13,893.06	6,689.50	9,763.00	1,350.00	4,040.07	37,895.63
Management & Administration	0.00	1,818.75	0.00	1,275.00	618.75	0.00	3,712.50
<b>Total Contract Services</b>	9,982.50	23,284.04	18,981.25	17,368.00	6,251.25	4,565.07	80,432.11
<b>OPERATING EXPENSES</b>							
<b>Administration</b>							
Board Stipends	300.00	400.00	800.00	400.00	400.00	400.00	2,700.00
District Wages, Taxes, Insur.							
Insurance	1,190.86	0.00	0.00	0.00	0.00	0.00	1,190.86
Payroll Service Fees	298.20	123.20	134.40	134.40	134.40	209.00	1,033.60
Payroll Tax Expense	302.55	459.13	248.21	20.11	232.40	276.32	1,538.72
Wages	2,597.00	3,941.00	3,003.00	3,374.00	3,038.00	3,612.00	19,565.00
<b>Total District Wages, Taxes, Insur.</b>	4,388.61	4,523.33	3,385.61	3,528.51	3,404.80	4,097.32	23,328.18
<b>Fees, Dues, Memberships</b>	4,990.58	0.00	0.00	454.94	0.00	0.00	5,445.52
<b>Office Expense</b>							
Postage	800.00	200.00	200.00	464.35	111.33	404.60	2,180.28
Software	0.00	137.50	0.00	0.00	124.99	179.88	442.37
Supplies	306.66	823.55	213.06	0.00	76.97	196.16	1,616.40
Website Hosting	75.00	75.00	75.00	75.00	75.00	75.00	450.00
<b>Total Office Expense</b>	1,181.66	1,236.05	488.06	539.35	388.29	855.64	4,689.05

# Durham Irrigation District

## Profit & Loss

January through June 2023

	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	TOTAL
Rent	650.00	821.33	650.00	650.00	650.00	796.00	4,217.33
Software Fees	130.00	70.00	250.00	130.00	130.00	130.00	840.00
Utilities							
Garbage	124.16	133.75	133.75	133.75	133.75	133.75	792.91
Gas & Electric	4,204.73	3,856.03	3,914.50	3,786.23	4,482.29	5,394.08	25,637.86
Telephone/Internet	200.76	344.52	200.76	199.77	199.77	214.87	1,360.45
Total Utilities	4,529.65	4,334.30	4,249.01	4,119.75	4,815.81	5,742.70	27,791.22
Water System Maint,Repair,Repl							
Regular Operations & Maint							
O & M Supplies	2,472.82	2,309.79	2,948.74	8,150.97	1,286.59	3,932.48	21,101.39
Water Testing Fees	0.00	471.92	246.48	323.70	928.04	178.20	2,148.34
Weed Management	800.00	800.00	2,000.00	800.00	800.00	0.00	5,200.00
Total Regular Operations & Maint	3,272.82	3,581.71	5,195.22	9,274.67	3,014.63	4,110.68	28,449.73
Water System Repair & Repl.+							
Repairs	0.00	760.00	6,949.79	0.00	7,660.65	0.00	15,370.44
Contractor	0.00	0.00	0.00	0.00	0.00	25,666.14	25,666.14
Water Operator	3,378.28	3,378.28	3,378.28	3,378.28	3,378.28	3,558.71	20,450.11
Total Water System Repair & Repl.+	3,378.28	4,138.28	10,328.07	3,378.28	11,038.93	29,224.85	61,486.69
Total Water System Maint,Repair,Repl	6,651.10	7,719.99	15,523.29	12,652.95	14,053.56	33,335.53	89,936.42
Total Administration	22,821.60	19,105.00	25,345.97	22,475.50	23,842.46	45,357.19	158,947.72
Bank Service Charges	345.48	314.17	241.02	237.72	197.35	284.86	1,620.60
Total OPERATING EXPENSES	23,167.08	19,419.17	25,586.99	22,713.22	24,039.81	45,642.05	160,568.32
Total Expense	33,149.58	42,703.21	44,568.24	40,081.22	30,291.06	50,207.12	241,000.43
Net Ordinary Income	-2,621.81	-22,849.27	-20,408.33	-21,159.99	287.68	-23,484.93	-90,236.65
Other Income/Expense							
Other Income							
NON-OPERATING REVENUE							
Interest Income	699.54	661.38	743.79	758.79	733.42	661.69	4,258.61
Total NON-OPERATING REVENUE	699.54	661.38	743.79	758.79	733.42	661.69	4,258.61
Total Other Income	699.54	661.38	743.79	758.79	733.42	661.69	4,258.61
Net Other Income	699.54	661.38	743.79	758.79	733.42	661.69	4,258.61
Net Income	-1,922.27	-22,187.89	-19,664.54	-20,401.20	1,021.10	-22,823.24	-85,978.04

## Profit &amp; Loss

January through June 2023

TOTAL				
	Jan - Jun 23	Jan - Jun 22	\$ Change	% Change
Ordinary Income/Expense				
Income				
Water Sales Income				
OPERATING REVENUES				
Demand Fees	150.00	210.00	-60.00	-28.57%
Meter Sales	5,850.00	0.00	5,850.00	100.0%
Water Sales	144,763.78	200,968.52	-56,204.74	-27.97%
Total OPERATING REVENUES	150,763.78	201,178.52	-50,414.74	-25.06%
Total Water Sales Income	150,763.78	201,178.52	-50,414.74	-25.06%
Total Income	150,763.78	201,178.52	-50,414.74	-25.06%
Expense				
Contract Services				
Accounting Fees	10,205.98	8,864.75	1,341.23	15.13%
Engineering Support	28,618.00	9,650.00	18,968.00	196.56%
Legal Fees	37,895.63	16,406.10	21,489.53	130.99%
Management & Administration	3,712.50	0.00	3,712.50	100.0%
Total Contract Services	80,432.11	34,920.85	45,511.26	130.33%
OPERATING EXPENSES				
Administration				
Board Stipends	2,700.00	2,300.00	400.00	17.39%
Contract Services	0.00	1,095.62	-1,095.62	-100.0%
District Wages, Taxes, Insur.				
Insurance	1,190.86	6,642.69	-5,451.83	-82.07%
Payroll Service Fees	1,033.60	856.84	176.76	20.63%
Payroll Tax Expense	1,538.72	963.90	574.82	59.64%
Wages	19,565.00	13,156.00	6,409.00	48.72%
Total District Wages, Taxes, Insur.	23,328.18	21,619.43	1,708.75	7.9%
Fees, Dues, Memberships	5,445.52	3,909.79	1,535.73	39.28%
Office Expense				
Meals	0.00	26.04	-26.04	-100.0%
Postage	2,180.28	1,413.40	766.88	54.26%
Software	442.37	114.99	327.38	284.7%
Supplies	1,616.40	517.11	1,099.29	212.58%
Website Hosting	450.00	450.00	0.00	0.0%
Total Office Expense	4,689.05	2,521.54	2,167.51	85.96%
Rent	4,217.33	3,344.02	873.31	26.12%
Software Fees	840.00	720.00	120.00	16.67%
Utilities				
Garbage	792.91	738.86	54.05	7.32%
Gas & Electric	25,637.86	26,454.03	-816.17	-3.09%
Telephone/Internet	1,360.45	1,237.23	123.22	9.96%
Total Utilities	27,791.22	28,430.12	-638.90	-2.25%
Water System Maint,Repair,Repl				
Regular Operations & Maint				



**Durham Irrigation District**  
**Profit & Loss**  
January through June 2023

TOTAL				
	Jan - Jun 23	Jan - Jun 22	\$ Change	% Change
O & M Supplies	21,101.39	11,657.91	9,443.48	81.01%
Water Testing Fees	2,148.34	1,405.40	742.94	52.86%
Weed Management	5,200.00	4,000.00	1,200.00	30.0%
Total Regular Operations & Maint	28,449.73	17,063.31	11,386.42	66.73%
Water System Repair & Repl.+				
Repairs	15,370.44	14,175.29	1,195.15	8.43%
Contractor	25,666.14	26,665.09	-998.95	-3.75%
Water Operator	20,450.11	18,840.00	1,610.11	8.55%
Total Water System Repair & Repl.+	61,486.69	59,680.38	1,806.31	3.03%
Total Water System Maint,Repair,Repl	89,936.42	76,743.69	13,192.73	17.19%
Total Administration	158,947.72	140,684.21	18,263.51	12.98%
Bank Service Charges	1,620.60	1,516.89	103.71	6.84%
Total OPERATING EXPENSES	160,568.32	142,201.10	18,367.22	12.92%
Total Expense	241,000.43	177,121.95	63,878.48	36.07%
Net Ordinary Income	-90,236.65	24,056.57	-114,293.22	-475.1%
Other Income/Expense				
Other Income				
NON-OPERATING REVENUE				
Interest Income	4,258.61	0.71	4,257.90	599,704.23%
Total NON-OPERATING REVENUE	4,258.61	0.71	4,257.90	599,704.23%
SPECIAL PROJECTS				
Development Projects Income				
Payments Received	0.00	850.00	-850.00	-100.0%
Total Development Projects Income	0.00	850.00	-850.00	-100.0%
Total SPECIAL PROJECTS	0.00	850.00	-850.00	-100.0%
Total Other Income	4,258.61	850.71	3,407.90	400.6%
Other Expense				
Special District Projects				
Expenses				
Agency Fees	0.00	431.95	-431.95	-100.0%
Development Project Fees	0.00	1,847.50	-1,847.50	-100.0%
Total Expenses	0.00	2,279.45	-2,279.45	-100.0%
Total Special District Projects	0.00	2,279.45	-2,279.45	-100.0%
Total Other Expense	0.00	2,279.45	-2,279.45	-100.0%
Net Other Income	4,258.61	-1,428.74	5,687.35	398.07%
Net Income	-85,978.04	22,627.83	-108,605.87	-479.97%

**Durham Irrigation District**  
**General Ledger**  
**As of June 30, 2023**

Date	Num	Name	Memo	Paid Amount	Balance
<b>Current Assets</b>					263,373.59
<b>Cash</b>					58,235.00
06/01/2023		Wages		-818.62	57,416.38
06/01/2023		Deposit	Deposit	153.66	57,570.04
06/02/2023		USPS	box rent	-146.00	57,424.04
06/02/2023		USPS		-192.00	57,232.04
06/02/2023		Paychex		-67.20	57,164.84
06/02/2023		Bank Charge		-284.86	56,879.98
06/02/2023		Payroll Taxes		-371.99	56,507.99
06/05/2023		Postalia		-200.00	56,307.99
06/05/2023		Deposit	Deposit	98.07	56,406.06
06/05/2023		Deposit	Deposit	321.17	56,727.23
06/05/2023		Deposit	Deposit	63.78	56,791.01
06/06/2023		Deposit	Deposit	119.21	56,910.22
06/07/2023		Deposit	Deposit	6,520.67	63,430.89
06/07/2023		Deposit	Deposit	767.95	64,198.84
06/08/2023	9902	Kevin Phillips	June 2023	-100.00	64,098.84
06/08/2023	9903	James M. Doyle	June 2023	-100.00	63,998.84
06/08/2023	9904	Raymond Cooper	June 2023	-200.00	63,798.84
06/08/2023	9905	Pace Analytical Services...	water quality testi...	-178.20	63,620.64
06/08/2023	9906	Sierra Water Utility	chlorine, parts, la...	-3,925.22	59,695.42
06/08/2023	9907	Tozier's True Value Har...	parts	-7.26	59,688.16
06/08/2023	9908	Brown General Engineer...	system repairs Ja...	-25,666.14	34,022.02
06/08/2023	9909	Camp & McLaughlin	June 2023 rent	-650.00	33,372.02
06/08/2023	9910	PG & E		-5,394.08	27,977.94
06/08/2023	9911	Recology		-133.75	27,844.19
06/08/2023	9912	Sequoyah		-130.00	27,714.19
06/08/2023	9913	Streamline		-75.00	27,639.19
06/08/2023	9914	Carter Law Office		-305.57	27,333.62
06/08/2023	9915	Minasian Law LLP		-3,734.50	23,599.12
06/08/2023	9916	Sheryl Bosman	bookkeeping	-525.00	23,074.12
06/08/2023	9917	Sierra Water Utility		-3,558.71	19,515.41
06/08/2023	9918	Jeannie Trizzino	reimb.	-172.91	19,342.50
06/08/2023		Deposit	Deposit	876.70	20,219.20
06/09/2023		Deposit	Deposit	867.62	21,086.82
06/09/2023		USPS		-12.60	21,074.22
06/09/2023		Dollar General		-23.25	21,050.97
06/12/2023		Deposit	Deposit	441.83	21,492.80
06/12/2023		Deposit	Deposit	84.02	21,576.82
06/13/2023		Deposit	Deposit	6,021.85	27,598.67
06/13/2023		Deposit	Deposit	5,442.52	33,041.19
06/13/2023		Deposit	Deposit	1,327.92	34,369.11
06/13/2023		Comcast		-214.87	34,154.24
06/14/2023		Deposit	Deposit	291.39	34,445.63
06/15/2023		Deposit	Deposit	453.07	34,898.70
06/15/2023		Wages		-1,283.32	33,615.38
06/16/2023		Paychex		-70.90	33,544.48
06/16/2023		Deposit	Deposit	303.01	33,847.49
06/16/2023		Payroll Taxes		-570.41	33,277.08
06/20/2023		Deposit	Deposit	534.18	33,811.26
06/20/2023		Deposit	Deposit	179.92	33,991.18
06/20/2023		Deposit	Deposit	117.29	34,108.47
06/21/2023		Deposit	Deposit	65.58	34,174.05
06/22/2023		Deposit	Deposit	97.33	34,271.38
06/23/2023		Deposit	Deposit	163.45	34,434.83
06/26/2023		Deposit	Deposit	61.07	34,495.90
06/26/2023		Deposit	Deposit	41.07	34,536.97
06/26/2023		Adobe Acrobat		-179.88	34,357.09
06/27/2023		Deposit	Deposit	196.90	34,553.99
06/28/2023		Deposit	Deposit	726.23	35,280.22
06/29/2023		Deposit	Deposit	284.73	35,564.95
06/29/2023		Wages		-564.84	35,000.11
06/30/2023		Payroll Taxes		-279.14	34,720.97
06/30/2023		Paychex		-70.90	34,650.07
06/30/2023		Deposit	Deposit	100.00	34,750.07
Total Cash				-23,484.93	34,750.07
<b>Cash on Hand</b>					100.00

**Durham Irrigation District**  
**General Ledger**  
As of June 30, 2023

Date	Num	Name	Memo	Paid Amount	Balance
		Total Cash on Hand			100.00
		<b>Development Fees</b>			36,660.24
		Total Development Fees			36,660.24
		<b>Savings</b>			14,380.91
06/30/2023		Deposit	Deposit	0.12	14,381.03
		Total Savings		0.12	14,381.03
		<b>California CLASS</b>			153,997.44
06/30/2023		Deposit	Deposit	661.57	154,659.01
		Total California CLASS		661.57	154,659.01
		Total Current Assets		-22,823.24	240,550.35
		<b>CAPITAL ASSETS</b>			549,581.70
		<b>Depreciable Assets</b>			549,581.70
		<b>Equipment</b>			44,352.70
		Total Equipment			44,352.70
		<b>Mains</b>			623,540.00
		Total Mains			623,540.00
		<b>Pumps</b>			172,575.00
		Total Pumps			172,575.00
		<b>Structures</b>			16,084.00
		Total Structures			16,084.00
		<b>Wells</b>			127,486.00
		Total Wells			127,486.00
		<b>Less Accum. Dep'n</b>			-434,456.00
		Total Less Accum. Dep'n			-434,456.00
		Total Depreciable Assets			549,581.70
		Total CAPITAL ASSETS			549,581.70
		<b>Non-Depreciable Assets</b>			20,331.00
		<b>Land</b>			20,331.00
		Total Land			20,331.00
		Total Non-Depreciable Assets			20,331.00
		<b>NET POSITION</b>			-566,549.00
		<b>Net Investment in Capital Asset</b>			-566,549.00
		Total Net Investment in Capital Asset			-566,549.00
		Total NET POSITION			-566,549.00
		<b>Unrestricted Net Assets</b>			-329,892.09
		Total Unrestricted Net Assets			-329,892.09
		<b>Water Sales Income</b>			-124,041.59
		<b>OPERATING REVENUES</b>			-124,041.59
		<b>Demand Fees</b>			-150.00
		Total Demand Fees			-150.00
		<b>Meter Sales</b>			-5,850.00
		Total Meter Sales			-5,850.00
		<b>Water Sales</b>			-118,041.59
06/01/2023		Deposit	Deposit	-153.66	-118,195.25
06/05/2023		Deposit	Deposit	-98.07	-118,293.32
06/05/2023		Deposit	Deposit	-321.17	-118,614.49
06/05/2023		Deposit	Deposit	-63.78	-118,678.27
06/06/2023		Deposit	Deposit	-119.21	-118,797.48
06/07/2023		Deposit	Deposit	-6,520.67	-125,318.15
06/07/2023		Deposit	Deposit	-767.95	-126,086.10

**Durham Irrigation District**  
**General Ledger**  
As of June 30, 2023

Date	Num	Name	Memo	Paid Amount	Balance
06/08/2023		Deposit	Deposit	-876.70	-126,962.80
06/09/2023		Deposit	Deposit	-867.62	-127,830.42
06/12/2023		Deposit	Deposit	-441.83	-128,272.25
06/12/2023		Deposit	Deposit	-84.02	-128,356.27
06/13/2023		Deposit	Deposit	-6,021.85	-134,378.12
06/13/2023		Deposit	Deposit	-5,442.52	-139,820.64
06/13/2023		Deposit	Deposit	-1,327.92	-141,148.56
06/14/2023		Deposit	Deposit	-291.39	-141,439.95
06/15/2023		Deposit	Deposit	-453.07	-141,893.02
06/16/2023		Deposit	Deposit	-303.01	-142,196.03
06/20/2023		Deposit	Deposit	-534.18	-142,730.21
06/20/2023		Deposit	Deposit	-179.92	-142,910.13
06/20/2023		Deposit	Deposit	-117.29	-143,027.42
06/21/2023		Deposit	Deposit	-65.58	-143,093.00
06/22/2023		Deposit	Deposit	-97.33	-143,190.33
06/23/2023		Deposit	Deposit	-163.45	-143,353.78
06/26/2023		Deposit	Deposit	-61.07	-143,414.85
06/26/2023		Deposit	Deposit	-41.07	-143,455.92
06/27/2023		Deposit	Deposit	-196.90	-143,652.82
06/28/2023		Deposit	Deposit	-726.23	-144,379.05
06/29/2023		Deposit	Deposit	-284.73	-144,663.78
06/30/2023		Deposit	Deposit	-100.00	-144,763.78
Total Water Sales				-26,722.19	-144,763.78
Total OPERATING REVENUES				-26,722.19	-150,763.78
Total Water Sales Income				-26,722.19	-150,763.78
<b>Contract Services</b>					75,867.04
<b>Accounting Fees</b>					9,680.98
06/08/2023	9916	Sheryl Bosman	bookkeeping	525.00	10,205.98
Total Accounting Fees				525.00	10,205.98
<b>Engineering Support</b>					28,618.00
Total Engineering Support					28,618.00
<b>Legal Fees</b>					33,855.56
06/08/2023	9914	Carter Law Office		305.57	34,161.13
06/08/2023	9915	Minasian Law LLP		3,734.50	37,895.63
Total Legal Fees				4,040.07	37,895.63
<b>Management &amp; Administration</b>					3,712.50
Total Management & Administration					3,712.50
Total Contract Services				4,565.07	80,432.11
<b>OPERATING EXPENSES</b>					114,926.27
<b>Administration</b>					113,590.53
<b>Board Stipends</b>					2,300.00
06/08/2023	9902	Kevin Phillips	June 2023	100.00	2,400.00
06/08/2023	9903	James M. Doyle	June 2023	100.00	2,500.00
06/08/2023	9904	Raymond Cooper	June 2023	200.00	2,700.00
Total Board Stipends				400.00	2,700.00
<b>District Wages, Taxes, Insur.</b>					19,230.86
<b>Insurance</b>					1,190.86
Total Insurance					1,190.86
<b>Payroll Service Fees</b>					824.60
06/02/2023		Paychex		67.20	891.80
06/16/2023		Paychex		70.90	962.70
06/30/2023		Paychex		70.90	1,033.60
Total Payroll Service Fees				209.00	1,033.60
<b>Payroll Tax Expense</b>					1,262.40
06/01/2023		Wages		-287.38	975.02

**Durham Irrigation District**  
**General Ledger**  
As of June 30, 2023

Date	Num	Name	Memo	Paid Amount	Balance
06/02/2023		Payroll Taxes		371.99	1,347.01
06/15/2023		Wages		-438.68	908.33
06/16/2023		Payroll Taxes		570.41	1,478.74
06/29/2023		Wages		-219.16	1,259.58
06/30/2023		Payroll Taxes		279.14	1,538.72
Total Payroll Tax Expense				276.32	1,538.72
<b>Wages</b>					15,953.00
06/01/2023		Wages		1,106.00	17,059.00
06/15/2023		Wages		1,722.00	18,781.00
06/29/2023		Wages		784.00	19,565.00
Total Wages				3,612.00	19,565.00
Total District Wages, Taxes, Insur.				4,097.32	23,328.18
<b>Fees, Dues, Memberships</b>					5,445.52
Total Fees, Dues, Memberships					5,445.52
<b>Office Expense</b>					3,833.41
<b>Postage</b>					1,775.68
06/02/2023		USPS		192.00	1,967.68
06/05/2023		Postalia		200.00	2,167.68
06/09/2023		USPS		12.60	2,180.28
Total Postage				404.60	2,180.28
<b>Software</b>					262.49
06/26/2023		Adobe Acrobat		179.88	442.37
Total Software				179.88	442.37
<b>Supplies</b>					1,420.24
06/08/2023	9918	Jeannie Trizzino	reimb.	172.91	1,593.15
06/09/2023		Dollar General		23.25	1,616.40
Total Supplies				196.16	1,616.40
<b>Website Hosting</b>					375.00
06/08/2023	9913	Streamline		75.00	450.00
Total Website Hosting				75.00	450.00
Total Office Expense				855.64	4,689.05
<b>Rent</b>					3,421.33
06/02/2023		USPS	box rent	146.00	3,567.33
06/08/2023	9909	Camp & McLaughlin	June 2023 rent	650.00	4,217.33
Total Rent				796.00	4,217.33
<b>Software Fees</b>					710.00
06/08/2023	9912	Sequoyah		130.00	840.00
Total Software Fees				130.00	840.00
<b>Utilities</b>					22,048.52
<b>Garbage</b>					659.16
06/08/2023	9911	Recology		133.75	792.91
Total Garbage				133.75	792.91
<b>Gas &amp; Electric</b>					20,243.78
06/08/2023	9910	PG & E		5,394.08	25,637.86
Total Gas & Electric				5,394.08	25,637.86
<b>Telephone/Internet</b>					1,145.58
06/13/2023		Comcast		214.87	1,360.45
Total Telephone/Internet				214.87	1,360.45

**Durham Irrigation District**  
**General Ledger**  
As of June 30, 2023

Date	Num	Name	Memo	Paid Amount	Balance
		Total Utilities		5,742.70	27,791.22
		<b>Water System Maint,Repair,Repl</b>			56,600.89
		<b>Regular Operations &amp; Maint</b>			24,339.05
		<b>O &amp; M Supplies</b>			17,168.91
06/08/2023	9906	Sierra Water Utility	chlorine, parts, la...	3,925.22	21,094.13
06/08/2023	9907	Tozier's True Value Har...	parts	7.26	21,101.39
		Total O & M Supplies		3,932.48	21,101.39
		<b>Water Testing Fees</b>			1,970.14
06/08/2023	9905	Pace Analytical Services...	water quality testi...	178.20	2,148.34
		Total Water Testing Fees		178.20	2,148.34
		<b>Weed Management</b>			5,200.00
		Total Weed Management			5,200.00
		Total Regular Operations & Maint		4,110.68	28,449.73
		<b>Water System Repair &amp; Repl.+</b>			32,261.84
		<b>Repairs</b>			15,370.44
		Total Repairs			15,370.44
		<b>Contractor</b>			0.00
06/08/2023	9908	Brown General Engineer...	system repairs Ja...	25,666.14	25,666.14
		Total Contractor		25,666.14	25,666.14
		<b>Water Operator</b>			16,891.40
06/08/2023	9917	Sierra Water Utility		3,558.71	20,450.11
		Total Water Operator		3,558.71	20,450.11
		Total Water System Repair & Repl.+		29,224.85	61,486.69
		Total Water System Maint,Repair,Repl		33,335.53	89,936.42
		Total Administration		45,357.19	158,947.72
		<b>Bank Service Charges</b>			1,335.74
06/02/2023		Bank Charge		284.86	1,620.60
		Total Bank Service Charges		284.86	1,620.60
		Total OPERATING EXPENSES		45,642.05	160,568.32
		<b>NON-OPERATING REVENUE</b>			-3,596.92
		<b>Interest Income</b>			-3,596.92
06/30/2023		Deposit	Deposit	-661.57	-4,258.49
06/30/2023		Deposit	Deposit	-0.12	-4,258.61
		Total Interest Income		-661.69	-4,258.61
		Total NON-OPERATING REVENUE		-661.69	-4,258.61
		<b>TOTAL</b>		<b>0.00</b>	<b>0.00</b>

7/11/2023

**Durham Irrigation District**  
**Monthly Billing Recap 6/1/2023 thru 6/30/2023**

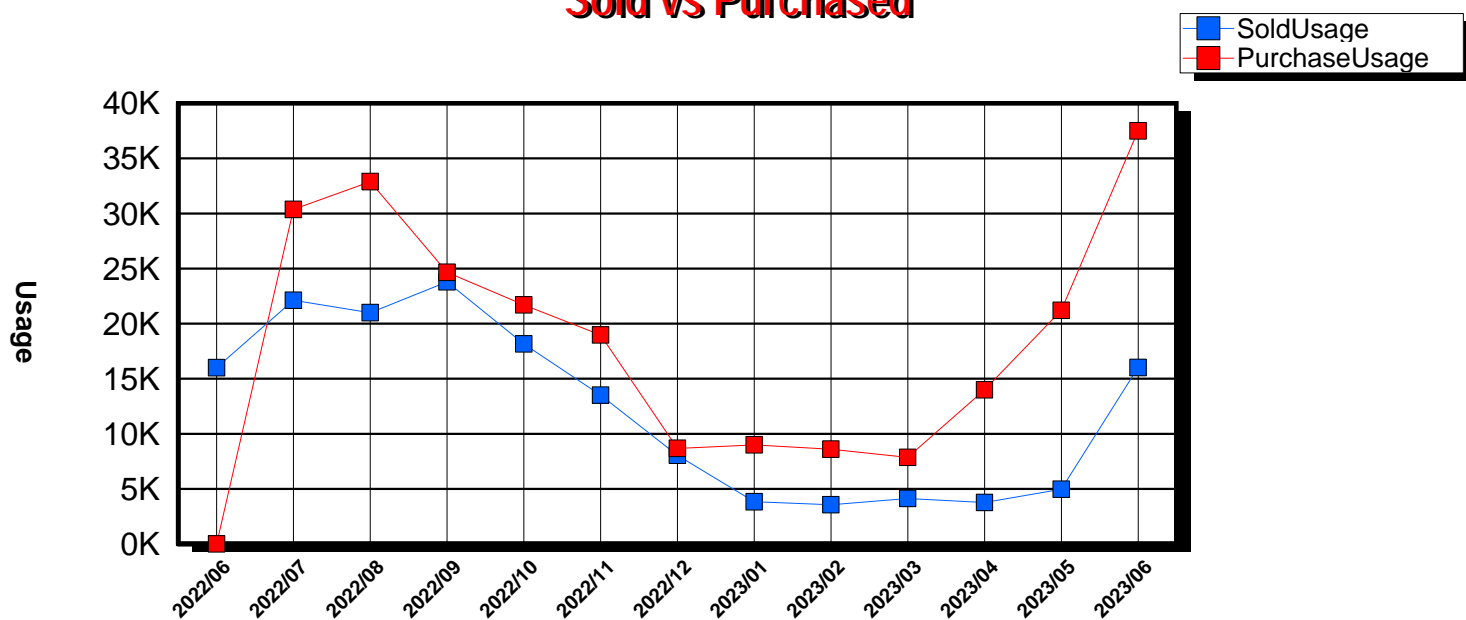
1

	<u>Amount</u>	<u>Count</u>
Water Purchased or Produced this month	0	
Water Sold this month	16,250	
Water System used or accountable loss	0	
<b>Water Loss</b>	<b>0.00 %</b>	<b>16,250</b>
<hr/>		
Total Water Sales this month	40,815.38	474
Total Penalties this month	0.00	0
Total Adjustments this month	0.00	0
Total of other charges this month	169.00	10
<b>Total Current Charges</b>	<b>40,984.38</b>	
<hr/>		
Current Balance	12,547.87	281
30 Days Past Due	2,177.17	41
60 Days Past Due	668.73	9
90 Days Past Due	6,414.13	26
<b>Total Accounts Receivable</b>	<b>21,807.90</b>	
<hr/>		
<b>Total Payments Received</b>	<b>24,297.99</b>	233
<hr/>		
New Memberships	0.00	0
<hr/>		
Active Accounts	21,913.15	475
InActive Accounts	-105.25	56
Forfeiture Accounts	0.00	0
<hr/>		
Average Water Usage	34	
Average Water Charge	86.10	
<hr/>		
<u>Low Range</u>	<u>High Range</u>	<u>Usage</u>
0	0	0
0	0	136
1	2,000	338
2,001	4,000	0
4,001	6,000	0
6,001	8,000	0
8,001	10,000	0
10,001	20,000	0
20,001	30,000	0
30,001	40,000	0
40,001	50,000	0
50,001	999,999,999	0
		16,250
		474
		40,815.38
<hr/>		
Accounts Receivable Last Month Ending	5,121.51	
Sales/Charges this Month	40,984.38	
Adjustments this Month	0.00	
Less: Payments this Month	24,297.99	
<b>Accounts Receivable Total</b>	<b>21,807.90</b>	<b>21,807.90</b>

# Pump Total

<u>Year/Month</u>	<u>Purchased</u>	<u>Sold</u>	<u>Loss</u>	<u>Pct</u>
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
2023/04	13,989	3,762	-10,227	-73.1
2023/05	21,208	4,968	-16,240	-76.6
2023/06	37,502	16,015	-21,487	-57.3

## Sold vs Purchased





7/14/2023

<u>Acct</u>	<u>Name</u>		<u>Balance</u>	<u>7/1/2023</u> <u>Current</u>	<u>30 Days</u>	<u>60-Days</u>	<u>90-Days</u>
141	Woodward, Pauline and Billy	2403 Brown St	1,639.68	57.71	35.07	58.12	1,488.78
964	Wagner, Carol	2393 Durham St	1,506.43	36.78	35.07	36.25	1,398.33
916	Bresson, Christopher & Kimb	9416 Goodspeed St	1,194.53	55.44	40.07	51.84	1,047.18
616	Home Owners Association, D	Durham Green HOA	1,049.68	554.90	333.50	161.28	
237	Rosemarie Taylor Revocable '	2399 Serviss St	1,035.83	76.84	63.78	75.88	819.33
183	Ownby, Karen Koehly	2455 Durham-Dayton Hwy	1,019.56	53.70	38.07	49.13	878.66
258	Christofferson, Jason	2539 Burdick Rd	489.48	128.23	82.07	46.00	233.18
130	Pack, April	9353 Holland Ave	338.15	93.68	109.07	52.04	83.36
22	Hait, Jed	2393 Brown St	310.81	81.42	53.07	60.62	115.70
57	Dotson, Dan and Kevin Dolz	9386 Goodspeed St	220.36	41.67	39.07	41.09	98.53
<b>10</b>		<b>Total</b>	<b>\$8,804.51</b>	<b>\$1,180.37</b>	<b>\$828.84</b>	<b>\$632.25</b>	<b>\$6,163.05</b>

## 5.2 2023-07 Warrant Sheet - TK

**Durham Irrigation District Board of Directors  
Board Meeting  
May 17, 2023 - 5:30 PM (Rescheduled from May 16, 2023)  
MINUTES**

**Board of Directors:**

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

ABSENT  
PRESENT  
PRESENT

**District Staff:**

Mike Butler, Water Operator  
Adam Daigle, Water Operator Assistant  
Robin Kampmann, District Engineer  
Dustin Cooper, Legal Counsel – VIA telephone  
Nicole Johansson, Public Outreach Coord.  
Jeannie Trizzino, Admin. Assistant

PRESENT  
PRESENT  
PRESENT  
PRESENT  
PRESENT  
PRESENT

**1 CALL TO ORDER**

- 1.1 The meeting was called to order by Director Phillips at 5:35 pm.  
Chair Doyle attended the meeting remotely via telephone, but because he was not physically present and his remote appearance was not properly agendized, he listened only and did not participate in the deliberation of or vote on any item. He was logged as absent from the meeting and on Board motions.
- 1.2 Introduction of Guests – Mr. Patrick Button

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

**At 5:35 pm the Board adjourned to Closed Session and guests were asked to leave the meeting room.**

- 2.1 Significant exposure to litigation; one potential case.

**OPEN SESSION**

**At 5:45 pm the Board returned to Open Session and summarized the Closed Session as follows:**

Direction given to legal counsel. No reportable actions were taken in closed session.

**3 PUBLIC COMMENT**

Mr. Button commented that the 2017 rate increase was implemented in part to cover new construction and to increase connection fees, but the District never did so and also never implemented a fire flow/fire suppression fee.

**4 PRESENTATIONS – NONE**

**5 CONSENT AGENDA**

- 5.1 Monthly Financial Report for April 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 April 18, 2023 to May 15, 2023, including payments, deposits, and transaction adjustments.

- 5.3 \* Approval of the minutes for the April 18, 2023 **Regular** Board Meeting.

**Motion:** *That the Board consider and approve the consent agenda.*  
**Board Discussion:** *None.*  
**Public Comment:** *None.*  
**Action Taken:** *On a motion made by Cooper and seconded by Phillips, the Board approved the motion.*  
**Vote results** *Ayes carried.*  
**Ayes:** *Cooper, Phillips*  
**Noes:**  
**Abstained:**  
**Absent:** *Doyle*

## 6 REGULAR AGENDA

- 6.1 Items Removed from Consent Agenda - NONE

## 7 CORRESPONDENCE

- 7.1 \* 2022 Consumer Confidence Report – for information only

## 8 WATER OPERATIONS BUSINESS

- 8.1 Ongoing/New Business  
8.2 \* Review of Water Operator Log for April 2023 (Operator Mike Butler)  
8.3 \* Monthly Work Order Status Report through May 15, 2023

**Discussion:** *Water Operator summarized repairs and activities for the prior month, in particular noting that there is an ongoing effort to determine the active service lines at 2404 Durham Dayton Highway. He notes that there is a possibility that one of the identified service lines will need to be abandoned. He also reported on a leak at the southeast corner of the Durham-Dayton Highway and Midway intersection, a pipeline installed by Brown Engineering some years ago.*

**Public Comment:** *NONE.*

## 9 GENERAL BUSINESS

- 9.1 District Activities and Status Report from District Engineer.  
9.1.1 Capital Improvement Plan Update  
9.1.2 District Funding Options Update  
9.1.3 Update: USBR Grant Funded Meter Replacement and Lead Service Laterals Assessment Project  
9.1.4 Update: Easement Agreement between DID and DUSD for connections along east side of Durham Dayton Highway.

**Discussion:** *Chair Doyle will follow up DUSD (Durham Unified School District) board president.*

**Public Comment:** *NONE.*

- 9.1.5 \* Domestic Well Agreement between DID and Kyle and Shanna Brock  
Action Requested: Board approval 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.

**Discussion:** *The District will neither oppose nor oppose this project. The matter will be dropped from further Board discussion.*

**Public Comment:** *NONE.*

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

9.2.1 No development project updates.

**Discussion:** *District Engineer reports that the Keeney Development is proceeding, and that legal counsel will be required to review the draft water service agreement and negotiate with the developer on changes. District Engineer notes that a deposit of \$10,000 will be required from the developer to initiate these steps.*

**Public Comment:** *NONE.*

9.3 \* Request for Proposal – Legal Services – proposals due by May 30, 2023

**Discussion:** *Staff reports that three firms have indicated that they intend to submit proposals. Nicole Johansson comments that she will forward the RFP to a few other qualified firms.*

**Public Comment:** *NONE.*

9.4 \* Memorandum to Board (05.10.2023) Interim District Fiscal Officer

**Discussion:** *Staff instructed to continue discussion on this matter to the next board meeting.*

**Public Comment:** *NONE.*

9.5 \* Regional Government Services Agreement (04.26.2023) EDD

**Motion:** *That the Board approve the not-to-exceed agreement for \$5,000 with Regional Government Services to resolve ongoing EDD and payroll issues for the District.*

**Board Discussion:** *Staff explained that Regional Government Services (RGS) can assist with ongoing EDD issue. Director Phillips commented that RGS is qualified to assist. Staff commented further that RGS will also provide pricing for payroll services.*

**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, Phillips*

**Noes:**

**Abstained:**

**Absent:** *Doyle*

9.6 Update on Accounts Receivable Status.

**Discussion:** *Staff reports correspondence to delinquent accounts was sent on May 16, 2023 in preparation for placing lien on accounts that remain delinquent.*

**Public Comment:** *NONE.*

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
- 11.3 Vina GSA/RCD GSA Board Meetings

**Board Discussion:** *Director Cooper, who represents Durham Irrigation District as a Member Agency Director for Vina GSA, reports that Vina GSA is discussing fee structures to fund its activities and what legal process to use to implement the fee structure once that is decided (e.g., Proposition 218). Vina GSA is convening a special board meeting on May 18, 2023 to further discuss and resolve the matter.*

*Director Cooper commented that he had a schedule conflict and would be unable to attend the June 14, 2023 Vina GSA Special Workshop. Chair Doyle will attend in his place.*

**Public Comment:** *None.*

## 12 DIRECTORS' COMMENTS:

**Board Discussion:** *Director Cooper thanked Water Operator Mike Butler, Sierra Water Utility, for his good work on behalf of the District.*

**Public Comment:** *None.*

## 13 CLOSED SESSION – NONE

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

**Board Discussion:** *General Counsel Carter reported in open session that at the April case management conference the matter was continued to the next case management conference scheduled for September 20, 2023.*

**Public Comment:** *None.*

## 14 ADJOURNMENT

Meeting adjourned at 6:20 pm.



**Durham Irrigation District Board of Directors  
 Board Meeting  
 June 8, 2023 - 5:30 PM (Rescheduled from June 20, 2023)  
 MINUTES**

**Board of Directors:**

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

PRESENT  
 PRESENT  
 PRESENT

**District Staff:**

Mike Butler, Water Operator  
 Adam Daigle, Water Operator Assistant  
 Robin Kampmann, District Engineer  
 Dustin Cooper, Legal Counsel – VIA telephone  
 Nicole Johansson, Public Outreach Coord.  
 Jeannie Trizzino, Admin. Assistant

PRESENT  
 PRESENT  
 PRESENT  
 PRESENT  
 PRESENT  
 PRESENT

**1 CALL TO ORDER**

- 1.1 The meeting was called to order at 5:30 pm by Chair Doyle.
- 1.2 Introduction of Guests – Ms. Rosemary Bennett, Mr. Patrick Button, Mr. Marcus Mahling, Mr. Derek Sohnrey, and Ms. Ashley Stanley.

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

**At 5:31 pm the Board adjourned to Closed Session and guests were asked to leave the meeting room.**

- 2.1 Significant exposure to litigation; one potential case.

**OPEN SESSION**

**At 5:40 pm the Board returned to Open Session and summarized the Closed Session as follows:**

Direction given to legal counsel. No reportable actions were taken in closed session.

**3 PUBLIC COMMENT**

Mr. Button asked for an explanation of the arrearage letter he received from the District on one of his rental accounts. Staff gave a summary of the arrearage and arrangements were made to send statements to him directly.

Mr. Mahling commented that there was an ongoing and unresolved easement issue with the District's placement of a meter on his property and commented that he had not received notice of the District water operator entering his property and that the water operator blocked his phone calls.

He asked whether the District carried D&O insurance. Board instructed staff to agendize the matter for the next board meeting. At the close of the meeting, Mr. Mahling elaborated on his concerns, which were that he was "OK" with a meter on his property, but not "OK" with the location of the meter. His specific request is that the meter be removed and reinstalled to the sidewalk area. Chair Doyle directed staff to place the matter on the agenda for the July 2023 board meeting.

**4 PRESENTATIONS**

- 4.1 CIP Planning, Implementation and Funding Options Presentation, Eddy Teasdale, and Jacques DeBra, Luhdorff and Scalmanini Consulting Engineers (LSCE)

**Discussion:** *Consultant unable to attend the meeting due to a personal emergency; matter removed to a future board meeting. NOTE: The planned LSCE PowerPoint presentation was included in the agenda packet.*

**Public Comment:** *NONE.*



## 5 CONSENT AGENDA

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

- 5.1 Monthly Financial Report for May 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 May 16, 2023 to June 7, 2023, including payments, deposits, and transaction adjustments.

**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

All Items Informational/Possible Action/Direction

- 7.1 \* Coalition Letter - Forest Protection and Wildland Firefighter Safety Act of 2023 (06.01.2023) presented by Congressman Doug LaMalfa
- 7.2 \* Ltr. from Butte County Water Resource Management (06.02.2023)

## 8 WATER OPERATIONS BUSINESS

- 8.1 Ongoing/New Business  
All Items Informational/Possible Action/Direction
- 8.2 \* Review of Water Operator Log for May 2023 (Operator Mike Butler)
- 8.3 \* Monthly Work Order Status Report through June 5, 2023

**Discussion:** *Water Operator summarized repairs and activities for the prior month. The leaking service line at 2404 Durham Dayton Highway remains elusive; at one point the Water Operator was able to shut off all three known service lines, but the leak persisted.*  
*The repair at the Durham-Dayton Highway and Midway intersection was completed quickly, averting a planned water shut-off to District customers. Many customers in the eastern part of the District's service area were affected by very low water pressure, an issue that was difficult to diagnose and resulted in significant inconvenience for some District customers. The Water*



*Operator identified an old valve that was only partially closed; he was able to close the valve and restore pressure.*

**Public Comment:** NONE.

## 9 GENERAL BUSINESS

- 9.1 District Activities and Status Report from District Engineer.  
(All Items Informational/Possible Action/Direction)

- 9.1.1 Capital Improvement Plan Update  
9.1.2 District Funding Options Update  
9.1.3 Update: USBR Grant Funded Meter Replacement and Lead Service Laterals Assessment Project

**Discussion:** *District Engineer reports that tentative USBR meter replacement locations had been selected and the list expected to be finalized before the end of the month.*

**Public Comment:** NONE.

- 9.1.4 Update: Easement Agreement between DID and DUSD for connections along east side of Durham Dayton Highway.

**Discussion:** *District Engineer will forward the last draft letter and easement documents to DUSD for review.*

**Public Comment:** NONE.

- 9.1.5 Domestic Well Agreement between DID and Kyle and Shanna Brock

**Discussion:** *This matter was resolved at the May board meeting.*

**Public Comment:** NONE.

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

- 9.2.1 Keeney Estates (aka Creekside Estates)

**Discussion:** *District Engineer will follow up on this matter.*

**Public Comment:** NONE.

- 9.3 Request for Proposal – Legal Services

**Discussion:** *Staff reports that three proposals were received by the RFP deadline. Director Doyle convened an ad hoc committee to review and score the proposals. The review committee will consist of Chair Doyle, District Engineer, Nicole Johansson, and Jeannie Trizzino, with the intent to award a legal services contract at the July board meeting.*

**Public Comment:** NONE.

- 9.4 Memorandum to Board (05.10.2023) Interim District Fiscal Officer

**Discussion:** *Staff instructed to continue discussion on this matter at the next board meeting, or until District legal counsel contact has been awarded.*

**Public Comment:** NONE.

- 9.5 \* Update on Accounts Receivable Status - Consider and approve Resolution 2023-02 of the Durham Irrigation District Board Transmitting Delinquent Water Charges to the County of Butte to Place on the Secured Tax Roll.

**Motion:** *That the Board consider and approve Resolution 2023-02 of the Durham Irrigation District Board Transmitting Delinquent Water Charges to the County of Butte to Place on the Secured Tax Roll.*

**Board Discussion:** Director Phillips explained the lien process in Butte County to the Board and to the guests.

**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:**

9.6 Policy and Procedure Manual Updates.

9.6.1 Introduction (Doyle)

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

**Discussion:** Tabled to July 2023 Board meeting.

**Public Comment:** NONE.

## 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

**Discussion:** On June 14, 2023, the Vina GSA will hold an informational workshop on the fee options for the Vina GSA.

**Public Comment:** NONE.

## 12 DIRECTORS' COMMENTS – NONE

## 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 6:15 pm.**

**Durham Irrigation District**

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**From:** Joshua Kirkpatrick <Joshua.Kirkpatrick@pacelabs.com>  
**Sent:** Tuesday, June 27, 2023 1:45 PM  
**To:** Durham Irrigation District; sierrawaterutility@gmail.com  
**Cc:** Dominique Aceituno; Bryan Ervin; Jennifer Wing  
**Subject:** Reporting Error and Amendment

Hello,

It was discovered that an error was reported back in 2021 for the lead and copper data for this water system (Durham Irrigation District). This error also created an error in the data that was uploaded to state's database. The incorrect PS codes were assigned to the sample locations. This error was brought to our attention by Michael Weidman with the state's Division of Drinking Water.

We are working with the state to get this data corrected in the state database.

You should receive an amended report with the PS codes corrected. This amended report should replace all previous versions of this report.

Lab ID: 21I0909

Sampled Date: 9/21/2021

We apologize for any inconvenience and please feel free to contact us if you have any questions.

Thanks

**Josh Kirkpatrick**

Quality Manager / Waste Coordinator

O: 530.243.7234 | [pacelabs.com](https://www.pacelabs.com)

Pace Analytical Services, LLC - Redding



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**BUTTE LOCAL AGENCY FORMATION COMMISSION**

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1453 Downer Street, Suite C • Oroville, California 95965-4950  
(530)538-7784 • Fax (530)538-2847 • [www.buttelafo.org](http://www.buttelafo.org)

TO: Butte County Special Districts  
Butte County Special District Association

FROM: Krystal Bradford, Commission Clerk  
Jill Broderson, Management Analyst

SUBJECT: Election Results for Special District **Regular "Enterprise"** Member

DATE: July 13, 2023

---

On January 24, 2023, the Butte Local Agency Formation Commission (LAFCO) called for nominations for one (1) Special District **Regular "Enterprise"** Member. The term for this seat is four years and will begin August 3, 2023 and expire May 31, 2027; and

On March 7, 2023, LAFCO began the election process. After one extension in the process, the election had successfully concluded on June 30, 2023. Ruth Duncan, South Feather Water Power Agency has been elected the Special District **Regular "Enterprise"** Member to serve on the Commission. Ms. Duncan's term will expire May 31, 2027.

Thank you to the 21 districts who participated in the election process. Should you have any questions or if I can be of any assistance, please feel free to contact me.



Dear DID Customer,

The District is continually looking for solutions to upgrade our aging system that do not put extra burden on rate payers. State Law AB 2572 enacted in 2004 requires all water suppliers to install water meters on all customer connections and eliminate all flat rate services by January 2025.

In anticipation of this legislative change, the District applied for a grant to provide a portion of the needed funding to purchase and install these meters. Among other things, the grant allows the District to cut the cost of meter installation in half. We are happy to report that the District was awarded the grant and that your account meets the requirements for new meter installation.

Other District customers who have converted from flat rate to metered service have been pleased to find that their annual water bill is significantly reduced, because they are paying only for the water used. They especially see savings in the winter when outdoor irrigation needs are minimal. Additionally, District customers on metered service are alerted to potential leaks much earlier, which saves the customer and the District water, money and time in the long run. Below is a chart summarizing the change in how your bill will be calculated. If you have minimal water needs, you can see that your monthly savings can be significant.

Meter Size	Flat Rate	Metered Rate	Usage charge per 750 gallons (CCF)
3/4"	\$63.78	\$35.07	\$1.00
1"	\$84.16	\$46.43	
1.5"	\$134.74	\$72.02	
2"	\$194.21	\$102.50	

The cost of installing a new meter is \$650. With the grant, the District can cut the cost of the meter installation in half to \$325.

Customers receiving new meters can pay to the District in one of two ways:

Option 1: One bill of \$325.00 paid up front.

Option 2: A monthly charge of \$28.00 for 12 months (a total of \$336.00).

If you are on a limited income, you may be able to take advantage of the state of California's Low Income Household Water Assistance Program (LIHWAP). Once billed you can make a claim for assistance. Please contact the office for more information and assistance in accessing this program.

#### **NEXT STEPS:**

**Please contact the District at (530) 343-1594 or [info@didwater.org](mailto:info@didwater.org) and let us know which payment option you would like to proceed with.**

**However, if we don't hear from you by July 31 2023, Option 1 will be applied, and you'll see the one-time charge of \$325.00 reflected on your August 2023 statement.**

**Project Timeline:**

The new meters will be installed in August 2023. We expect the installation of all 48 meters will be a two-week process, and we anticipate that there will be some water service interruptions during this time. We will let customers know in advance of any disruption in their water service.

The District will take the first readings at the end of September, at which time we will be able to calculate what your monthly metered charges would be. We anticipate that for many rate payers, this change will likely save money on your monthly bill, although this is highly dependent on how hot the summer is and the amount of lawn and garden on your property. Your account will not be officially converted to the metered rate until the November 2023 billing based on meter readings at the end of October.

If you have questions, please contact the District office at (530) 343-1594 or [info@didwater.org](mailto:info@didwater.org). Please check the District's web page at [didwater.org](http://didwater.org) to confirm the details of the next Board of Directors meeting.

Thank you,

DID Board and Staff

## Durham Irrigation District

---

**From:** Marcus Mahling <mahlinginsagency@gmail.com>  
**Sent:** Friday, June 23, 2023 5:37 PM  
**To:** Durham Irrigation District  
**Subject:** 9287 Holland Ave, Durham- Property Encroachment  
**Attachments:** IMG\_6921.PNG; IMG\_6922.PNG; IMG\_6921.jpg

Dear Durham Irrigation District Board Members,

I would like to thank you for your time and for listening to my issues with the illegally placed meter and box on my property located at 9287 Holland Ave, Durham Ca 95938.

I have spoken with the County of Butte, and they have confirmed that the utility easement for the residential area of Holland Avenue is 30 feet from the center of the road. Not 35 feet, as Mike Butler stated in the meeting. Please see the attached photos with the blue line and number 30, spray painted on my property by Mr. Butler on Feb. 3<sup>rd</sup> of 2023. Proving Mr. Butler knowingly illegally placed the meter and box beyond the legal easement.

Now, please keep in mind I had TWO phone conversations with Mr. Butler, and at no time did I use profanity. Mr. Butler hung up on me and quit taking my calls because I asked him where the legal easement was and what the District's legal right was. I never harassed Mr. Butler; I only questioned him why my box placement was different from every other property on the block.

I have met with my legal counsel and after reviewing the information, they think we have a clear-cut case for illegal encroachment, and they are ready to file as soon as I give them notice. This is not a threat, nor do I want to move forward with this action in such a small town, but your lack of willingness to remedy this situation is forcing my hand.

All I am asking is that the box and meter are moved within the legal utility easement. I also ask that we receive a minimum of 24-hour notice, in writing, before any representative of the Durham Irrigation District comes onto my property. Finally, I am requesting a 3<sup>rd</sup> party representative be present when the box and meter are moved, to ensure Mr. Butler and his team do not retaliate or sabotage my system because of this complaint.

If you are not willing to move the meter and box, I am willing to lease Durham Irrigation District the current location of the box and meter for \$100 per day, with a 100-year lease agreement. I will give the district 30 days to move the meter or agree to the terms above. If the meter and box are not relocated before July 24, 2023, we will assume you wish to lease the property and the first year's lease payment of \$36,500 will be due. You will have 15 days from July 24<sup>th</sup> to pay the annual lease in full, or a monthly late fee of \$3,600 will be applied to the balance.

It saddens me that I must take time out of my day and schedule to remedy a situation that should have never been a problem. The fact that your representative is willing to cut corners and lie because it is easier than fixing the actual problem should be a concern for every resident, farmer, and property owner in Durham. Managing our most vital and vulnerable resources should not be taken lightly and I am very concerned with the current management in place.

I look forward to your response,

Marcus Mahling

707-272-7644

--

**Marcus Mahling**

707-272-7644

[mahlinginsagency@gmail.com](mailto:mahlinginsagency@gmail.com)

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1- IMG 6921



2- IMG 6922





3- IMG 6921 [zoom]

**Durham Irrigation District  
Advisory Committee Structure  
Presented to the Board by Nicole Johansson  
June 7, 2023**

The Durham Irrigation District is in the process of forming a community advisory committee.

The bylaws of the Board will be updated **DATE** to include the addition of (6) advisors, (2) appointed by each member of the board of directors.

The Board and/or Nominating Committee will consider all nominees to ensure there is reasonable representation.

All positions serve one (1) year terms and expire at the **MONTH or Annual?** meeting.

**Commented [RK1]:** See comment below regarding term.

<b>Name</b>	<b>Selected By</b>
OPEN	Director Cooper
OPEN	Director Cooper
OPEN	Director Doyle
OPEN	Director Doyle
OPEN	Director Phillips
OPEN	Director Phillips

Criteria to become an Advisor to the Board:

The Board may designate individuals to serve as advisors to the Board.

Advisors will receive notice of meetings in the same manner as Directors but will not be considered Directors for any purpose including voting.

Advisors shall serve a term of one (1) year and may be removed by the Board at any time.

Advisors shall be removed from their position by missing three (3) consecutive regular meetings.

Advisors shall be voted on by the Board of Directors **at the annual meeting.**

**Commented [RK2]:** I would set a term start date and end date, either calendar year or fiscal year if different.

There shall be no more than two (2) times the total number of voting board members serving as Advisors to the Board.

**Commented [MOU3R2]:** Can we appoint the directors in July? When is our fiscal year ending is it Jun. 30?

For specific information on Board of Director eligibility, term, and duties, **SEE XYZ.**

**Durham Irrigation District  
Advisory Committee Structure  
Presented to the Board by Nicole Johansson  
June 7, 2023**

If you are interested in being considered for an Advisor to the Board, please provide the following by **DATE**:

- (1) Name
- (2) Title
- (3) Organization You Represent (if any)
- (4) Physical Address
- (5) Reason why you are interested in becoming an Advisor to the Durham Irrigation District.

Submit this information either by email at [info@didwater.org](mailto:info@didwater.org), or physical mail to Durham Irrigation District, P.O. Box 98, Durham CA 95938.

The Board/Nominating Committee will review all submissions and compile a nomination slate to be presented to the Board of Directors during the **MONTH** regularly scheduled meeting.

# Durham Irrigation Operator Log

## Sierra Water Utilitiy, LLC.



Month:	May	2023	
Date	Task Description/Notes	One Man Hrs and Duties (M-F)	Two Man Hrs and Duties (M-F)
6/1/23	Performed daily checks, checked lubrication of all pumps. Ran AUX Power at both sites. w/o# 236 Replaced 1" meter at 9253 Midway; w/o# 200 Replace 3/4" meter at 9259 Midway; w/o# 227 Replaced 3/4" meter at 2397 Florida Ln.	5.25	
6/2/23	Performed daily checks, checked lubrication of all pumps.	1.75	
6/5/23	Performed daily checks, checked lubrication of all pumps. w/o# 173 Replaced 1" meter at 9389 Goodspeed; w/o# 225 Replaced 1" meter at 9216 Goodspeed; Hand out door hangars in preperation for Brown/Faber leak repair.	5.75	
6/6/23	Performed daily checks, checked lubrication of all pumps. Reduce pressure and flow and fix pin-hole leak with repair band on brown/faber pipeline (complete shut-off not necessary).	5.00	5.00
6/7/23	Performed daily checks, checked lubrication of all pumps.	1.75	
6/8/23	Performed daily checks, checked lubrication of all pumps. Confirm leak stopped and back-fill at Brown/Faber leak repair.	5.75	
6/9/23	Performed daily checks, checked lubrication of all pumps.	1.75	
6/12/23	Performed daily checks, checked lubrication of all pumps.	1.75	
6/13/23	Performed daily checks, checked lubrication of all pumps. w/o# 226 Replaced 3/4" meter at 2408 Faber St.; w/o# 209 Replace 3/4" meter at 9283 Goodspeed.	3.75	
6/14/23	Performed daily checks, checked lubrication of all pumps.	1.75	
6/15/23	Performed daily checks, checked lubrication of all pumps.	1.75	
6/16/23	Performed daily checks, checked lubrication of all pumps.	1.75	
6/19/23	Performed daily checks, checked lubrication of all pumps. Met with NorthStar to walk meter locations for USBR Grant Project.(3.5hrs)	4.50	
6/20/23	Performed daily checks, checked lubrication of all pumps. (3:00pm) Investigated leak at 9339 Peterson Estates. Leak is on our side of the meter. No flow indicated on customers side.	3.00	
6/21/23	Performed daily checks, checked lubrication of all pumps.	1.75	

6/22/23	Performed daily checks, checked lubrication of all pumps. <b>Started leak repair at 9339 Peterson Estates. Dug meter box out, bottom of the meter box is lined with concrete. Will have Brown attempt repair. Customer mention another possible leak at meter box on 9407 Dwyer Ct. Customer has a light amount of standing water in meter box, no indication of flow or water running on our side. Could possibly be a leak, will have Brown investigate when other leak is addressed.</b>	3.5	3.5
6/23/23	Performed daily checks, checked lubrication of all pumps.	1.75	
6/26/23	Performed daily checks, checked lubrication of all pumps.	1.75	
6/27/23	Performed daily checks, checked lubrication of all pumps. <b>Meet w/ Joe Corron Electric to survey 3 sites for SCADA install start rough in at Alley Site USBR Grant (3hrs)</b>	1.75	
6/28/23	Performed daily checks, checked lubrication of all pumps. <b>Meet w/ Joe Corron Electric to Rough in Scada Equipment at Alley Site USBR (Grant 3hrs)</b>	1.75	
6/29/23	Performed daily checks, checked lubrication of all pumps.	1.75	
6/30/23	Performed daily checks, checked lubrication of all pumps.	1.75	
<b>Monthly Production</b>			
<b>37,502 CCF's</b>			
<b>Total Regular Hours</b>		<b>48</b>	
Total Extra Regular Hours over 48 hrs/month, excluding meter reading		<b>13.00</b>	
<b>Total Additional After Hours</b>			<b>8.50</b>
<b>Signature:</b>	<i>Michael Butler</i>		
<b>Title:</b>	<b>Chief Operator</b>		

7/14/2023

**Work Order Statistics**  
**01/01/2021 thru 07/31/2023**

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	645
2021	11	2	2		69	0
2021	12	12	12		186	0
2022	01	7	7		47	0
2022	02	12	10	2	140	538
2022	03	6	6		181	0
2022	04	3	3		24	0
2022	05	5	5		21	0
2022	06	6	5	1	34	398
2022	07	2	2		10	0
2022	08	8	6	2	55	362
2022	09	7	7		69	0
2022	10	5	5		5	0
2022	11	1	1		13	0
2022	12	1		1	0	214
2023	01	8	5	3	83	185
2023	02	2		2	0	154
2023	03	7	3	4	44	129
2023	04	9	3	6	3	99
2023	05	3		3	0	76

136

108

28

21 Items

7/14/2023

## Work Order List

<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
APN 039-450014 10/26/2021 - blank; no meter. Need to install meter. 9/26/2021 - water operator reports no access.						
114	936	10/27/21	R	Devin Fosdick	Water Operator	2390 Brown St
APN 040-231-020 10/27/2021 - Install water meter.						
119	201	10/28/21	R	Henry Mattei	Water Operator	2425 Durham St
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.						
129	141	10/28/21	R	Billy Woodward	Water Operator	2403 Brown St
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.						
158	28	2/8/22	R	Erika Withrow	Administrative Assistan	9327 Holland Ave
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.						
164	261	2/8/22	R	Dickalyn Porter	Water Operator	9339 Goodspeed St
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.						
187	110	6/28/22	R	Derena Bettencourt	Water Operator	2344 Florida Ln
040-233-031 6/28/2022 - Water operator notes that meter is broken.						
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>
9/13/2022 jlt: Advanced Pipeline verified water service line "coming from future meter supply hookup on Midway." - \$200 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).  Please look into two issues: 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?  We are considering offering the customer two options - 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.  B. charge standard fixed rate amount of \$63.78/month.						
194	955	8/3/22		R Caitlin and Michael Crete	Water Operator	2514 Durham-Dayton
039-450-005 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. New meter fee has been paid.						
218	931	12/29/22		R David Day	Water Operator	2385 Florida Ln
APN 040-240-075 Meter needs replacxing.						
221	961	1/24/23		R Albert Amator	Water Operator	2397 Campbell St
040-223-006 Please install new meter for a previously unmetered accounts (conversion and consolidation from flat rate account). See 12/2022 BOD discussion. Also update meter book - need to add new page. New meter fee has been charged to account.						
223	962	1/24/23		R Geraldine Gillham	Water Operator	9348 Midway
040-200-095 Install new meter for a previously unmetered account (conversion from flat rate). Also update meter book - need to add new page. New meter fee has been charged to Acct 72. Will be New Acct 962						
224	231	1/31/23		R Cheryl Williams	Water Operator	9263 Midway
040-250-002 1/31/2023 - water operator reports meter is broken; needs replacing.						
228	964	2/27/23		R Carol Wagner	Water Operator	2393 Durham St

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040-221-008						
<p>2/27/2023: Please install new meter for a previously unmetered account (conversion from flat rate). Owner identified by APN lookup.  Also update meter book - need to add new page.  New meter fee has been paid (old acct 123).  *2/27/2023 - old acct 123; new acct 964</p>						
229	67	2/27/23	R	Tim Dempsey	Water Operator	9329 Midway
<p>040-224-005  2/27/2023 jlt: Water Operator - please check whether:  1. the District provides service to this address  2. what size connection  3. residential or commercial  4. if commercial, what business is here  Historic record says this is a 3/4" unmetered connection.</p>						
230	19	3/21/23	R	Rosemary Bennett	Water Operator	2379 Florida Ln
<p>040-240-006  03/21/2023 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).</p>						
231	18	3/23/23	R	Rosemary Bennett	Water Operator	2404 Serviss St
<p>040-240-006  03/21/2023 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).</p>						
232	3	3/23/23	R	Rosemary Bennett	Water Operator	2396 Campbell St
<p>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).</p>						
235	965	3/27/23	R	Gerardo Perez	Water Operator	2382 Brown St
<p>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.</p>						
239	141	4/26/23	R	Billy Woodward	Water Operator	2403 Brown St
<p>040-233-015  5/3/2023 jlt: per water operator - accessibility issue that he will look into.  Repeated estimated readings - does this location have a meter? If not, please arrange for installation.</p>						

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240	188	4/26/23	R	Victor and Rosie Lopez	Water Operator	2345 Florida Ln
040-240-054 Repeated estimated readings - does this location have a meter? If not, please arrange for installation.						
241	173	4/26/23	R	John Staples	Water Operator	2381 Durham St
040-221-011 4/26/2023 - replace meter						
242	960	4/26/23	R	Justin and Sarah Price	Water Operator	2508 Durham-Dayton
039-450-003 4/26/2023 jlt: Repeated estimated readings - does this location have a meter? If not, please arrange for installation.						
243	285	4/26/23	R	Bonnie Caskey	Water Operator	2554 Durham-Dayton
039-450-018 4/26/2023 jlt: water operator reports meter is broken. Replace meter.						
244	968	5/2/23	R	Kanon Taylor	Water Operator	2368 Brown St
040-231-025 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. New meter fee has been paid.						
245	806	4/7/23	R	Durham CUMC Parson	Water Operator	2404 Durham-Dayton
040-212-004 5/11/2023: Per water operator: There are three possible service connectins, two of which have been identified. There may be a cross connection between residence; the parking lot could have its own service line. Brown Engineering to continue to work to locate last service line.  4/24/2023: Brown Engineering unable to locate service line. 4/14/2023: unable to detect line with metal detector. 4/11/2023: Installed repair band to patch customer's pipe; still attempting to locate District service line. 4/7/2023: Water operator invesitgating leak; difficutly locating shut-off and service line.						
247	88	5/15/23	R	Brian Moffitt		2395 Serviss St
040-240-033 5/15/2023 jlt: 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 has been posted to account. See: Ltr. to Owner - Acct 88 (05.09.2023) meter conversion - executed						
248	950	5/31/23	R	Brianna and Carlos Romo	Water Operator	2586 Widgeon Ln
039-520-024 Does meter need replacing? Estimated readings since 02/2023.						

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200	919	8/30/22	6/1/23	R	Jose Sanchez	Water Operator	9259 Midway
040-250-027							
201	119	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							
209	125	9/28/22	6/13/23	R	Jesus Barriega	Water Operator	9283 Goodspeed St
040-233-006							
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							

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219 040-221-017	102	1/10/23	2/7/23	R Albert Amator	Water Operator	2400 Campbell St
220 040-223-012	232	1/24/23	2/1/23	R Gertrude Smith	Water Operator	2372 Faber St
225 040-250-017	943	1/31/23	6/5/23	R Kayla and Michael LaChappelle	Water Operator	9216 Goodspeed St
226 040-223-017	32	1/31/23	6/13/23	R Robert Kreider	Water Operator	2408 Faber St
227 040-240-057	210	1/31/23	6/1/23	R Ken Quaintance	Water Operator	2397 Florida Ln
233 040-234-007	273	3/23/23	4/27/23	R Carole Lee "Kelly" Lotti	Water Operator	2339 Brown St
234 040-214-006	226	3/23/23	4/27/23	R Catherine Bailey	Water Operator	9393 Goodspeed St
236 040-250-004	313	3/30/23	6/1/23	R Jamie Payne	Water Operator	9253 Midway
237 040-212-006	115	4/4/23	4/12/23	R Jim Hamilton	Administrative Assistan	2414 Durham-Dayton
238 040-212-006	115	4/17/23	4/19/23	R Jim Hamilton	Water Operator	2414 Durham-Dayton
246 039-460-064	640	4/2/23	4/3/23	R Jesse & Elizabeth Martinez	Water Operator	2466 Tracy Ranch Rd