

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

**August 22, 2023 - 5:30 PM
(Rescheduled from August 15, 2023)**

AGENDA

COPIES OF THIS AGENDA AVAILABLE FROM:

Durham Irrigation District Office or Online at 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: 12:00 PM, August 18, 2023 at 9418-C Midway, Durham, CA 95938 and www.didwater.org.

Board of Directors:

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

District Staff:

Mark Adams, District Engineer
Mike Butler, Water Operator
Amanda Uhrhammer, District Counsel
Nicole Johansson, Public Outreach
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 July 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 July 15, 2023 to August 17, 2023, including payments, deposits, and transaction adjustments.

6 REGULAR AGENDA

- 6.1 Items Removed from Consent Agenda

7 CORRESPONDENCE

All Items Informational/Possible Action/Direction

- 7.1 * Ltr. from Auditor (04.03.2023) 2021 Audit Planning Letter

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
 - 8.1.3 * Update: USBR Grant Funded Meter Replacement and Lead Service Laterals Assessment Project
Action Requested: Status Report
 - 8.1.4 Update: Easement Agreement between DID and DUSD for connections along east side of Durham Dayton Highway.
Action Requested: Status Report
- 8.2 Development Projects. Review status of development projects' activities.
 - 8.2.1 Creekside Estates (aka Keeney Development)
Action Requested: Status report on service agreement.
 - 8.2.2 Butte County Farm Bureau – 9412 Jones Avenue
Action Requested: Status report on District response to county environmental review.
NOTE: County Planning Commission Public Hearing scheduled for August 24, 2023.

- 8.3 * Memorandum to Board (05.10.2023) Interim District Fiscal Officer
Action Requested: Assign District Fiscal Officer
- 8.4 * Update on Accounts Receivable Status.
Action Requested: Staff update on 2023-2024 county lien status – final parcel list.
- 8.5 Policy and Procedure Manual Updates.
 - 8.5.1 Introduction (Doyle)
 - 8.5.2 Water Rates, Operating fees, and Billing Procedure (Phillips)
- 8.6 * Community Advisory Committee Structure.
Action Requested: Discuss Draft Advisory Committee Structure (07.2023)
NOTE: Same document from July 2023 board meeting.

9 WATER OPERATIONS BUSINESS

- 9.1 Ongoing/New Business
All Items Informational/Possible Action/Direction
- 9.2 * Review of Water Operator Log for July 2023 (Operator Mike Butler)
- 9.3 * Monthly Work Order Status Report through August 17, 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, September 19, 2023.

Attachments

Durham Irrigation District

5.1.1

Balance Sheet**As of July 31, 2023**Jul 31, 23**ASSETS****Current Assets****Checking/Savings****Current Assets**

Cash 23,019.34

Cash on Hand 100.00

Development Fees 36,660.24

Savings 14,381.15

California CLASS 126,299.00

Total Current Assets 200,459.73**Total Checking/Savings** 200,459.73**Total Current Assets** 200,459.73**Fixed Assets****CAPITAL ASSETS****Depreciable Assets**

Equipment 86,139.86

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 591,368.86**Total CAPITAL ASSETS** 591,368.86**Non-Depreciable Assets**

Land 20,331.00

Total Non-Depreciable Assets 20,331.00**Total Fixed Assets** 611,699.86**TOTAL ASSETS** **812,159.59****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 -84,281.50

Total Equity 812,159.59**TOTAL LIABILITIES & EQUITY** **812,159.59**

Durham Irrigation District

5.1.2

Profit & Loss

January through July 2023

	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	Jul 23	TOTAL
Ordinary Income/Expense								
Income								
Water Sales Income								
OPERATING REVENUES								
Demand Fees	0.00	0.00	60.00	0.00	90.00	0.00	0.00	150.00
Meter Sales	0.00	1,300.00	1,300.00	2,600.00	650.00	650.00	0.00	6,500.00
Water Sales	30,527.77	18,553.94	22,799.91	16,321.23	29,838.74	26,072.19	51,540.05	195,653.83
Total OPERATING REVENUES	30,527.77	19,853.94	24,159.91	18,921.23	30,578.74	26,722.19	51,540.05	202,303.83
Total Water Sales Income	30,527.77	19,853.94	24,159.91	18,921.23	30,578.74	26,722.19	51,540.05	202,303.83
Total Income	30,527.77	19,853.94	24,159.91	18,921.23	30,578.74	26,722.19	51,540.05	202,303.83
Expense								
Contract Services								
Accounting Fees	850.00	649.73	6,481.25	1,175.00	525.00	525.00	475.00	10,680.98
Engineering Support	6,972.50	6,922.50	5,810.50	5,155.00	3,757.50	0.00	12,615.50	41,233.50
Legal Fees	2,160.00	13,893.06	6,689.50	9,763.00	1,350.00	4,040.07	5,181.50	43,077.13
Management & Administration	0.00	1,818.75	0.00	1,275.00	618.75	0.00	3,000.00	6,712.50
Total Contract Services	9,982.50	23,284.04	18,981.25	17,368.00	6,251.25	4,565.07	21,272.00	101,704.11
OPERATING EXPENSES								
Administration								
Board Stipends	300.00	400.00	800.00	400.00	400.00	400.00	300.00	3,000.00
Contract Services	0.00	0.00	0.00	0.00	0.00	0.00	507.50	507.50
District Wages, Taxes, Insur.								
Insurance	1,190.86	0.00	0.00	0.00	0.00	0.00	5,874.21	7,065.07
Payroll Service Fees	298.20	123.20	134.40	134.40	134.40	209.00	141.80	1,175.40
Payroll Tax Expense	302.55	459.13	248.21	20.11	232.40	276.32	199.21	1,737.93
Wages	2,597.00	3,941.00	3,003.00	3,374.00	3,038.00	3,612.00	2,604.00	22,169.00
Total District Wages, Taxes, Insur.	4,388.61	4,523.33	3,385.61	3,528.51	3,404.80	4,097.32	8,819.22	32,147.40
Fees, Dues, Memberships	4,990.58	0.00	0.00	454.94	0.00	0.00	0.00	5,445.52
Office Expense								
Meals	0.00	0.00	0.00	0.00	0.00	23.25	0.00	23.25
Postage	800.00	200.00	200.00	464.35	111.33	404.60	310.31	2,490.59
Software	0.00	137.50	0.00	0.00	124.99	179.88	0.00	442.37
Supplies	306.66	823.55	213.06	0.00	76.97	172.91	0.00	1,593.15

5.1.2

Durham Irrigation District

Profit & Loss

January through July 2023

	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	Jul 23	TOTAL
Website Hosting	75.00	75.00	75.00	75.00	75.00	75.00	84.00	534.00
Total Office Expense	1,181.66	1,236.05	488.06	539.35	388.29	855.64	394.31	5,083.36
Rent	650.00	821.33	650.00	650.00	650.00	796.00	650.00	4,867.33
Software Fees	130.00	70.00	250.00	130.00	130.00	130.00	0.00	840.00
Utilities								
Garbage	124.16	133.75	133.75	133.75	133.75	133.75	133.75	926.66
Gas & Electric	4,204.73	3,856.03	3,914.50	3,786.23	4,482.29	5,394.08	8,268.49	33,906.35
Telephone/Internet	200.76	344.52	200.76	199.77	199.77	214.87	215.26	1,575.71
Total Utilities	4,529.65	4,334.30	4,249.01	4,119.75	4,815.81	5,742.70	8,617.50	36,408.72
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	2,871.91	23,973.30
Water Testing Fees	0.00	471.92	246.48	323.70	928.04	178.20	178.20	2,326.54
Weed Management	800.00	800.00	2,000.00	800.00	800.00	0.00	1,600.00	6,800.00
Total Regular Operations & Maint	3,272.82	3,581.71	5,195.22	9,274.67	3,014.63	4,110.68	4,650.11	33,099.84
Water System Repair & Repl.+								
Repairs	0.00	760.00	6,949.79	0.00	7,660.65	0.00	597.55	15,967.99
Contractor	0.00	0.00	0.00	0.00	0.00	25,666.14	0.00	25,666.14
Water Operator	3,378.28	3,378.28	3,378.28	3,378.28	3,378.28	3,558.71	3,558.71	24,008.82
Total Water System Repair & Repl.+	3,378.28	4,138.28	10,328.07	3,378.28	11,038.93	29,224.85	4,156.26	65,642.95
Total Water System Maint,Repair,Repl	6,651.10	7,719.99	15,523.29	12,652.95	14,053.56	33,335.53	8,806.37	98,742.79
Total Administration	22,821.60	19,105.00	25,345.97	22,475.50	23,842.46	45,357.19	28,094.90	187,042.62
Bank Service Charges	345.48	314.17	241.02	237.72	197.35	284.86	374.72	1,995.32
Total OPERATING EXPENSES	23,167.08	19,419.17	25,586.99	22,713.22	24,039.81	45,642.05	28,469.62	189,037.94
Total Expense	33,149.58	42,703.21	44,568.24	40,081.22	30,291.06	50,207.12	49,741.62	290,742.05
Net Ordinary Income	-2,621.81	-22,849.27	-20,408.33	-21,159.99	287.68	-23,484.93	1,798.43	-88,438.22
Other Income/Expense								
Other Income								
NON-OPERATING REVENUE								
Interest Income	699.54	661.38	743.79	758.79	733.42	661.69	640.11	4,898.72
Total NON-OPERATING REVENUE	699.54	661.38	743.79	758.79	733.42	661.69	640.11	4,898.72
Total Other Income	699.54	661.38	743.79	758.79	733.42	661.69	640.11	4,898.72

Durham Irrigation District

Profit & Loss

January through July 2023

	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	Jul 23	TOTAL
Other Expense								
Special District Projects								
Expenses								
Development Project Fees	0.00	0.00	0.00	0.00	0.00	0.00	742.00	742.00
Total Expenses	0.00	0.00	0.00	0.00	0.00	0.00	742.00	742.00
Total Special District Projects	0.00	0.00	0.00	0.00	0.00	0.00	742.00	742.00
Total Other Expense	0.00	0.00	0.00	0.00	0.00	0.00	742.00	742.00
Net Other Income	699.54	661.38	743.79	758.79	733.42	661.69	-101.89	4,156.72
Net Income	-1,922.27	-22,187.89	-19,664.54	-20,401.20	1,021.10	-22,823.24	1,696.54	-84,281.50

Profit & Loss

January through July 2023

TOTAL				
	Jan - Jul 23	Jan - Jul 22	\$ Change	% Change
Ordinary Income/Expense				
Income				
Water Sales Income				
OPERATING REVENUES				
Demand Fees	150.00	240.00	-90.00	-37.5%
Meter Sales	6,500.00	0.00	6,500.00	100.0%
Water Sales	195,653.83	245,733.97	-50,080.14	-20.38%
Total OPERATING REVENUES	202,303.83	245,973.97	-43,670.14	-17.75%
Total Water Sales Income	202,303.83	245,973.97	-43,670.14	-17.75%
Total Income	202,303.83	245,973.97	-43,670.14	-17.75%
Expense				
Contract Services				
Accounting Fees	10,680.98	9,408.50	1,272.48	13.53%
Engineering Support	41,233.50	10,860.00	30,373.50	279.68%
Legal Fees	43,077.13	16,406.10	26,671.03	162.57%
Management & Administration	6,712.50	0.00	6,712.50	100.0%
Total Contract Services	101,704.11	36,674.60	65,029.51	177.32%
OPERATING EXPENSES				
Administration				
Board Stipends	3,000.00	2,600.00	400.00	15.39%
Contract Services	507.50	1,095.62	-588.12	-53.68%
District Wages, Taxes, Insur.				
Insurance	7,065.07	6,586.44	478.63	7.27%
Payroll Service Fees	1,175.40	1,041.64	133.76	12.84%
Payroll Tax Expense	1,737.93	1,058.72	679.21	64.15%
Wages	22,169.00	14,932.50	7,236.50	48.46%
Total District Wages, Taxes, Insur.	32,147.40	23,619.30	8,528.10	36.11%
Fees, Dues, Memberships	5,445.52	7,909.79	-2,464.27	-31.16%
Office Expense				
Meals	23.25	26.04	-2.79	-10.71%
Postage	2,490.59	1,413.40	1,077.19	76.21%
Software	442.37	114.99	327.38	284.7%
Supplies	1,593.15	726.99	866.16	119.14%
Website Hosting	534.00	525.00	9.00	1.71%
Total Office Expense	5,083.36	2,806.42	2,276.94	81.13%
Rent	4,867.33	3,994.02	873.31	21.87%
Software Fees	840.00	820.00	20.00	2.44%
Utilities				
Garbage	926.66	863.02	63.64	7.37%
Gas & Electric	33,906.35	34,734.38	-828.03	-2.38%
Telephone/Internet	1,575.71	1,432.36	143.35	10.01%
Total Utilities	36,408.72	37,029.76	-621.04	-1.68%
Water System Maint,Repair,Repl				
Regular Operations & Maint				

Durham Irrigation District
Profit & Loss
January through July 2023

TOTAL				
	Jan - Jul 23	Jan - Jul 22	\$ Change	% Change
O & M Supplies	23,973.30	16,650.28	7,323.02	43.98%
Water Testing Fees	2,326.54	1,542.67	783.87	50.81%
Weed Management	6,800.00	5,600.00	1,200.00	21.43%
Total Regular Operations & Maint	33,099.84	23,792.95	9,306.89	39.12%
Water System Repair & Repl.+				
Repairs	15,967.99	63,775.42	-47,807.43	-74.96%
Contractor	25,666.14	29,065.09	-3,398.95	-11.69%
Water Operator	24,008.82	21,980.00	2,028.82	9.23%
Total Water System Repair & Repl.+	65,642.95	114,820.51	-49,177.56	-42.83%
Total Water System Maint,Repair,Repl	98,742.79	138,613.46	-39,870.67	-28.76%
Total Administration	187,042.62	218,488.37	-31,445.75	-14.39%
Bank Service Charges	1,995.32	1,799.07	196.25	10.91%
Total OPERATING EXPENSES	189,037.94	220,287.44	-31,249.50	-14.19%
Total Expense	290,742.05	256,962.04	33,780.01	13.15%
Net Ordinary Income	-88,438.22	-10,988.07	-77,450.15	-704.86%
Other Income/Expense				
Other Income				
NON-OPERATING REVENUE				
Interest Income	4,898.72	0.83	4,897.89	590,107.23%
Total NON-OPERATING REVENUE	4,898.72	0.83	4,897.89	590,107.23%
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	4,898.72	850.83	4,047.89	475.76%
Other Expense				
Special District Projects				
Expenses				
Agency Fees	0.00	431.95	-431.95	-100.0%
Development Project Fees	742.00	2,177.50	-1,435.50	-65.92%
Total Expenses	742.00	2,609.45	-1,867.45	-71.57%
Total Special District Projects	742.00	2,609.45	-1,867.45	-71.57%
Total Other Expense	742.00	2,609.45	-1,867.45	-71.57%
Net Other Income	4,156.72	-1,758.62	5,915.34	336.36%
Net Income	-84,281.50	-12,746.69	-71,534.81	-561.2%

Durham Irrigation District
General Ledger
As of July 31, 2023

Date	Num	Name	Memo	Paid Amount	Balance
Current Assets					240,550.35
Cash					34,750.07
07/03/2023		Deposit	Deposit	503.27	35,253.34
07/03/2023		Deposit	Deposit	143.43	35,396.77
07/03/2023		Bank Charge		-344.72	35,052.05
07/05/2023		Deposit	Deposit	99.38	35,151.43
07/06/2023		Deposit	Deposit	5,549.19	40,700.62
07/06/2023		Deposit	Deposit	4,887.07	45,587.69
07/07/2023		Deposit	Deposit	35.07	45,622.76
07/10/2023		Deposit	Deposit	298.03	45,920.79
07/10/2023		Deposit	Deposit	216.99	46,137.78
07/10/2023		Deposit	Deposit	56.07	46,193.85
07/10/2023		Postalia		-200.00	45,993.85
07/11/2023		Deposit	Deposit	61.07	46,054.92
07/11/2023		Deposit	Deposit	56.25	46,111.17
07/11/2023		Deposit	Deposit	4,998.44	51,109.61
07/12/2023		Deposit	Deposit	1,038.56	52,148.17
07/13/2023		Deposit	Deposit	1,291.05	53,439.22
07/13/2023		Wages		-553.75	52,885.47
07/14/2023		Payroll Taxes		-275.16	52,610.31
07/14/2023		Paychex		-70.90	52,539.41
07/14/2023		Comcast		-215.26	52,324.15
07/17/2023		Deposit	Deposit	831.96	53,156.11
07/17/2023		Deposit	Deposit	140.50	53,296.61
07/17/2023		Deposit	Deposit	1,027.90	54,324.51
07/17/2023		Deposit	Deposit	6,907.41	61,231.92
07/17/2023		Deposit	Deposit	5,409.93	66,641.85
07/18/2023	9919	Kevin Phillips	July 2023	-100.00	66,541.85
07/18/2023	9920	James M. Doyle	July 2023	-100.00	66,441.85
07/18/2023	9921	Raymond Cooper	July 2023	-100.00	66,341.85
07/18/2023	9922	Hunt & Sons	hydraulic oil	-279.49	66,062.36
07/18/2023	9923	JC Hernandez Maint...	May/June 2023 alley cl...	-1,600.00	64,462.36
07/18/2023	9924	Pace Analytical Serv...	water quality testing	-178.20	64,284.16
07/18/2023	9926	Sierra Water Utility		-2,592.42	61,691.74
07/18/2023	9927	Sierra Water Utility	USBR - well sensors, l...	-7,082.44	54,609.30
07/18/2023	9928	Xio Inc.	USBR - SCADA for 3 w...	-35,302.27	19,307.03
07/18/2023	9929	Camp & McLaughlin	July 2023 rent	-650.00	18,657.03
07/18/2023	9930	Franco-Typ Postalia		-110.31	18,546.72
07/18/2023	9931	PG & E		-8,268.49	10,278.23
07/18/2023	9932	Recology		-133.75	10,144.48
07/18/2023	9933	Streamline		-84.00	10,060.48
07/18/2023	9939	Regional Governme...		-507.50	9,552.98
07/18/2023	9938	Northstar Engineering	USBR Engineering/ope...	-12,185.50	-2,632.52
07/18/2023	9935	Luhdorff Scalmanini ...	water CIP implementati...	-430.00	-3,062.52
07/18/2023	9937	Minasian Law LLP		-5,181.50	-8,244.02
07/18/2023	9936	Nicole Lee Johnasson	outreach consulting	-3,000.00	-11,244.02
07/18/2023	9934	Sheryl Bosman	bookkeeping	-475.00	-11,719.02
07/18/2023	9940	Sierra Water Utility		-3,558.71	-15,277.73
07/18/2023	9941	SDRMA	liability ins. 2023-2024	-5,874.21	-21,151.94
07/18/2023	9942	Northstar Engineering	Creekside Estates	-742.00	-21,893.94
07/18/2023		Deposit	Deposit	2,007.82	-19,886.12
07/18/2023		Deposit	Deposit	52.07	-19,834.05
07/19/2023		Deposit	Deposit	3,817.94	-16,016.11
07/19/2023		Deposit	Deposit	29,000.00	12,983.89
07/19/2023		Deposit	Deposit	570.30	13,554.19
07/20/2023		Deposit	Deposit	351.71	13,905.90
07/21/2023		Deposit	Deposit	139.92	14,045.82
07/24/2023		Deposit	Deposit	338.02	14,383.84
07/24/2023		Deposit	Deposit	211.03	14,594.87
07/24/2023		Deposit	Deposit	39.07	14,633.94
07/25/2023		Deposit	Deposit	188.57	14,822.51
07/26/2023		Deposit	Deposit	523.24	15,345.75
07/26/2023		Deposit	Deposit	5,049.43	20,395.18
07/26/2023		Deposit	Deposit	2,729.39	23,124.57
07/27/2023		Deposit	Deposit	303.20	23,427.77
07/27/2023		Wages		-1,366.43	22,061.34
07/28/2023		Deposit	Deposit	39.07	22,100.41
07/28/2023		Paychex		-70.90	22,029.51

Durham Irrigation District
General Ledger
As of July 31, 2023

Date	Num	Name	Memo	Paid Amount	Balance
07/28/2023		Payroll Taxes		-607.87	21,421.64
07/31/2023		Deposit	Deposit	43.73	21,465.37
07/31/2023		Deposit	Deposit	49.89	21,515.26
07/31/2023		Deposit	Deposit	1,534.08	23,049.34
07/31/2023		Bank Charge		-30.00	23,019.34
Total Cash				-11,730.73	23,019.34
Cash on Hand					100.00
Total Cash on Hand					100.00
Development Fees					36,660.24
Total Development Fees					36,660.24
Savings					14,381.03
07/31/2023		Deposit	Deposit	0.12	14,381.15
Total Savings				0.12	14,381.15
California CLASS					154,659.01
07/19/2023		Deposit	Deposit	-29,000.00	125,659.01
07/31/2023		Deposit	Deposit	639.99	126,299.00
Total California CLASS				-28,360.01	126,299.00
Total Current Assets				-40,090.62	200,459.73
CAPITAL ASSETS					549,581.70
Depreciable Assets					549,581.70
Equipment					44,352.70
07/18/2023	9927	Sierra Water Utility	USBR - well sensors, l...	6,484.89	50,837.59
07/18/2023	9928	Xio Inc.	USBR - SCADA for 3 w...	35,302.27	86,139.86
Total Equipment				41,787.16	86,139.86
Mains					623,540.00
Total Mains					623,540.00
Pumps					172,575.00
Total Pumps					172,575.00
Structures					16,084.00
Total Structures					16,084.00
Wells					127,486.00
Total Wells					127,486.00
Less Accum. Dep'n					-434,456.00
Total Less Accum. Dep'n					-434,456.00
Total Depreciable Assets				41,787.16	591,368.86
Total CAPITAL ASSETS				41,787.16	591,368.86
Non-Depreciable Assets					20,331.00
Land					20,331.00
Total Land					20,331.00
Total Non-Depreciable Assets					20,331.00
NET POSITION					-566,549.00
Net Investment in Capital Asset					-566,549.00
Total Net Investment in Capital Asset					-566,549.00
Total NET POSITION					-566,549.00
Unrestricted Net Assets					-329,892.09
Total Unrestricted Net Assets					-329,892.09
Water Sales Income					-150,763.78
OPERATING REVENUES					-150,763.78
Demand Fees					-150.00

Durham Irrigation District
General Ledger
As of July 31, 2023

Date	Num	Name	Memo	Paid Amount	Balance
Total Demand Fees					-150.00
Meter Sales					-6,500.00
Total Meter Sales					-6,500.00
Water Sales					-144,113.78
07/03/2023		Deposit	Deposit	-503.27	-144,617.05
07/03/2023		Deposit	Deposit	-143.43	-144,760.48
07/05/2023		Deposit	Deposit	-99.38	-144,859.86
07/06/2023		Deposit	Deposit	-5,549.19	-150,409.05
07/06/2023		Deposit	Deposit	-4,887.07	-155,296.12
07/07/2023		Deposit	Deposit	-35.07	-155,331.19
07/10/2023		Deposit	Deposit	-298.03	-155,629.22
07/10/2023		Deposit	Deposit	-216.99	-155,846.21
07/10/2023		Deposit	Deposit	-56.07	-155,902.28
07/11/2023		Deposit	Deposit	-61.07	-155,963.35
07/11/2023		Deposit	Deposit	-56.25	-156,019.60
07/11/2023		Deposit	Deposit	-4,998.44	-161,018.04
07/12/2023		Deposit	Deposit	-1,038.56	-162,056.60
07/13/2023		Deposit	Deposit	-1,291.05	-163,347.65
07/17/2023		Deposit	Deposit	-831.96	-164,179.61
07/17/2023		Deposit	Deposit	-140.50	-164,320.11
07/17/2023		Deposit	Deposit	-1,027.90	-165,348.01
07/17/2023		Deposit	Deposit	-6,907.41	-172,255.42
07/17/2023		Deposit	Deposit	-5,409.93	-177,665.35
07/18/2023		Deposit	Deposit	-2,007.82	-179,673.17
07/18/2023		Deposit	Deposit	-52.07	-179,725.24
07/19/2023		Deposit	Deposit	-3,817.94	-183,543.18
07/19/2023		Deposit	Deposit	-570.30	-184,113.48
07/20/2023		Deposit	Deposit	-351.71	-184,465.19
07/21/2023		Deposit	Deposit	-139.92	-184,605.11
07/24/2023		Deposit	Deposit	-338.02	-184,943.13
07/24/2023		Deposit	Deposit	-211.03	-185,154.16
07/24/2023		Deposit	Deposit	-39.07	-185,193.23
07/25/2023		Deposit	Deposit	-188.57	-185,381.80
07/26/2023		Deposit	Deposit	-523.24	-185,905.04
07/26/2023		Deposit	Deposit	-5,049.43	-190,954.47
07/26/2023		Deposit	Deposit	-2,729.39	-193,683.86
07/27/2023		Deposit	Deposit	-303.20	-193,987.06
07/28/2023		Deposit	Deposit	-39.07	-194,026.13
07/31/2023		Deposit	Deposit	-43.73	-194,069.86
07/31/2023		Deposit	Deposit	-49.89	-194,119.75
07/31/2023		Deposit	Deposit	-1,534.08	-195,653.83
Total Water Sales				-51,540.05	-195,653.83
Total OPERATING REVENUES				-51,540.05	-202,303.83
Total Water Sales Income				-51,540.05	-202,303.83
Contract Services					80,432.11
Accounting Fees					10,205.98
07/18/2023	9934	Sheryl Bosman	bookkeeping	475.00	10,680.98
Total Accounting Fees				475.00	10,680.98
Engineering Support					28,618.00
07/18/2023	9938	Northstar Engineering	USBR Engineering/ope...	12,185.50	40,803.50
07/18/2023	9935	Luhdorff Scalmanini ...	water CIP implementati...	430.00	41,233.50
Total Engineering Support				12,615.50	41,233.50
Legal Fees					37,895.63
07/18/2023	9937	Minasian Law LLP		5,181.50	43,077.13
Total Legal Fees				5,181.50	43,077.13
Management & Administration					3,712.50
07/18/2023	9936	Nicole Lee Johnasson	outreach consulting	3,000.00	6,712.50

Durham Irrigation District
General Ledger
As of July 31, 2023

Date	Num	Name	Memo	Paid Amount	Balance
Total Management & Administration				3,000.00	6,712.50
Total Contract Services				21,272.00	101,704.11
OPERATING EXPENSES					160,568.32
Administration					158,947.72
Board Stipends					2,700.00
07/18/2023	9919	Kevin Phillips	July 2023	100.00	2,800.00
07/18/2023	9920	James M. Doyle	July 2023	100.00	2,900.00
07/18/2023	9921	Raymond Cooper	July 2023	100.00	3,000.00
Total Board Stipends				300.00	3,000.00
Contract Services					0.00
07/18/2023	9939	Regional Governme...		507.50	507.50
Total Contract Services				507.50	507.50
District Wages, Taxes, Insur.					23,328.18
Insurance					1,190.86
07/18/2023	9941	SDRMA	liability ins. 2023-2024	5,874.21	7,065.07
Total Insurance				5,874.21	7,065.07
Payroll Service Fees					1,033.60
07/14/2023		Paychex		70.90	1,104.50
07/28/2023		Paychex		70.90	1,175.40
Total Payroll Service Fees				141.80	1,175.40
Payroll Tax Expense					1,538.72
07/13/2023		Wages		-216.25	1,322.47
07/14/2023		Payroll Taxes		275.16	1,597.63
07/27/2023		Wages		-467.57	1,130.06
07/28/2023		Payroll Taxes		607.87	1,737.93
Total Payroll Tax Expense				199.21	1,737.93
Wages					19,565.00
07/13/2023		Wages		770.00	20,335.00
07/27/2023		Wages		1,834.00	22,169.00
Total Wages				2,604.00	22,169.00
Total District Wages, Taxes, Insur.				8,819.22	32,147.40
Fees, Dues, Memberships					5,445.52
Total Fees, Dues, Memberships					5,445.52
Office Expense					4,689.05
Meals					23.25
Total Meals					23.25
Postage					2,180.28
07/10/2023		Postalia		200.00	2,380.28
07/18/2023	9930	Franco-Typ Postalia		110.31	2,490.59
Total Postage				310.31	2,490.59
Software					442.37
Total Software					442.37
Supplies					1,593.15
Total Supplies					1,593.15
Website Hosting					450.00
07/18/2023	9933	Streamline		84.00	534.00
Total Website Hosting				84.00	534.00
Total Office Expense				394.31	5,083.36

Durham Irrigation District
General Ledger
As of July 31, 2023

Date	Num	Name	Memo	Paid Amount	Balance
Rent					4,217.33
07/18/2023	9929	Camp & McLaughlin	July 2023 rent	650.00	4,867.33
		Total Rent		650.00	4,867.33
Software Fees					840.00
		Total Software Fees			840.00
Utilities					27,791.22
Garbage					792.91
07/18/2023	9932	Recology		133.75	926.66
		Total Garbage		133.75	926.66
Gas & Electric					25,637.86
07/18/2023	9931	PG & E		8,268.49	33,906.35
		Total Gas & Electric		8,268.49	33,906.35
Telephone/Internet					1,360.45
07/14/2023		Comcast		215.26	1,575.71
		Total Telephone/Internet		215.26	1,575.71
		Total Utilities		8,617.50	36,408.72
Water System Maint,Repair,Repl					89,936.42
Regular Operations & Maint					28,449.73
O & M Supplies					21,101.39
07/18/2023	9922	Hunt & Sons	hydraulic oil	279.49	21,380.88
07/18/2023	9926	Sierra Water Utility		2,592.42	23,973.30
		Total O & M Supplies		2,871.91	23,973.30
Water Testing Fees					2,148.34
07/18/2023	9924	Pace Analytical Serv...	water quality testing	178.20	2,326.54
		Total Water Testing Fees		178.20	2,326.54
Weed Management					5,200.00
07/18/2023	9923	JC Hernandez Maint...	May/June 2023 alley cl...	1,600.00	6,800.00
		Total Weed Management		1,600.00	6,800.00
		Total Regular Operations & Maint		4,650.11	33,099.84
Water System Repair & Repl.+					61,486.69
Repairs					15,370.44
07/18/2023	9927	Sierra Water Utility	USBR - well sensors, l...	597.55	15,967.99
		Total Repairs		597.55	15,967.99
Contractor					25,666.14
		Total Contractor			25,666.14
Water Operator					20,450.11
07/18/2023	9940	Sierra Water Utility		3,558.71	24,008.82
		Total Water Operator		3,558.71	24,008.82
		Total Water System Repair & Repl.+		4,156.26	65,642.95
		Total Water System Maint,Repair,Repl		8,806.37	98,742.79
		Total Administration		28,094.90	187,042.62
Bank Service Charges					1,620.60
07/03/2023		Bank Charge		344.72	1,965.32
07/31/2023		Bank Charge		30.00	1,995.32
		Total Bank Service Charges		374.72	1,995.32

Durham Irrigation District
General Ledger
As of July 31, 2023

Date	Num	Name	Memo	Paid Amount	Balance
Total OPERATING EXPENSES				28,469.62	189,037.94
NON-OPERATING REVENUE					-4,258.61
Interest Income					-4,258.61
07/31/2023		Deposit	Deposit	-639.99	-4,898.60
07/31/2023		Deposit	Deposit	-0.12	-4,898.72
Total Interest Income				-640.11	-4,898.72
Total NON-OPERATING REVENUE				-640.11	-4,898.72
Special District Projects					0.00
Expenses					0.00
Development Project Fees					0.00
07/18/2023	9942	Northstar Engineering	Creekside Estates	742.00	742.00
Total Development Project Fees				742.00	742.00
Total Expenses				742.00	742.00
Total Special District Projects				742.00	742.00
TOTAL				0.00	0.00

8/17/2023

Durham Irrigation District
Monthly Billing Recap 7/1/2023 thru 7/31/2023

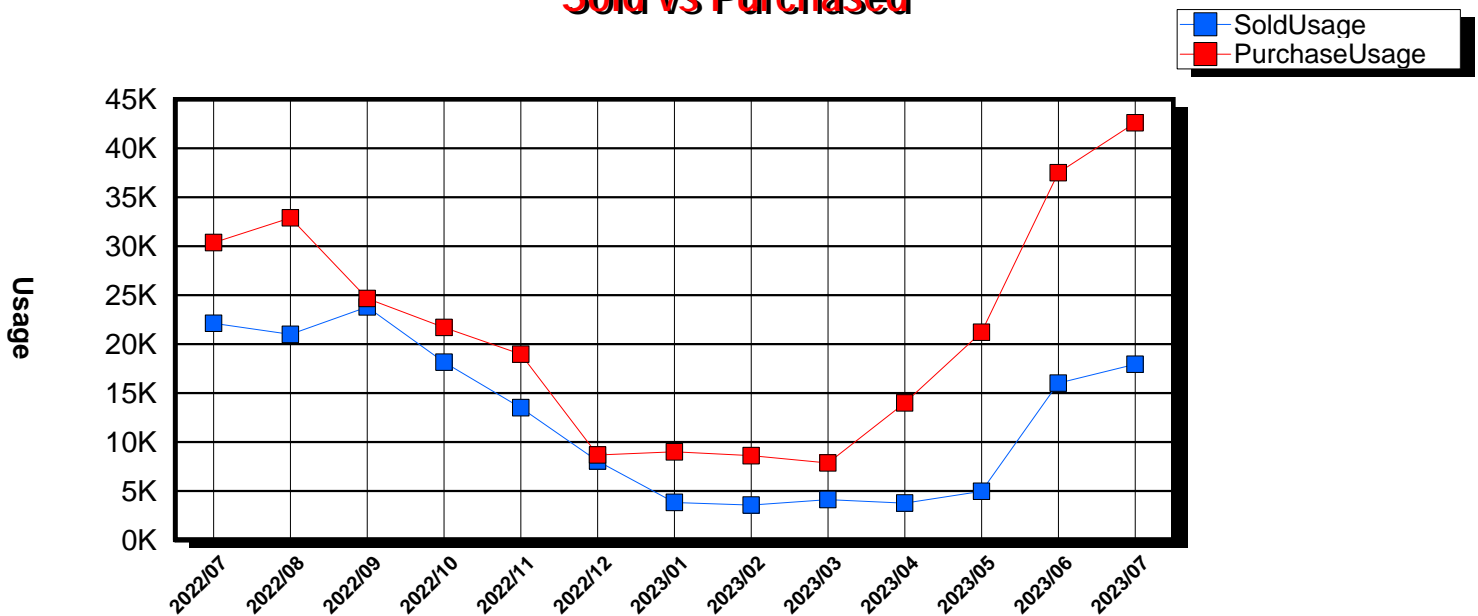
1

	<u>Amount</u>	<u>Count</u>
Water Purchased or Produced this month	0	
Water Sold this month	18,101	
Water System used or accountable loss	0	
Water Loss	0.00 %	18,101
Total Water Sales this month	42,574.38	474
Total Penalties this month	433.40	216
Total Adjustments this month	0.00	89
Total of other charges this month	289.00	8
Total Current Charges	43,296.78	
Current Balance	2,268.89	216
30 Days Past Due	2,168.57	27
60 Days Past Due	899.76	13
90 Days Past Due	6,016.60	21
Total Accounts Receivable	11,353.82	
Total Payments Received	53,750.86	518
New Memberships	0.00	2
Active Accounts	11,408.66	475
InActive Accounts	-54.84	57
Forfeiture Accounts	0.00	0
Average Water Usage	38	
Average Water Charge	89.81	
Low Range	High Range	Usage
0	0	0
0	0	135
1	2,000	18,101
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
		18,101
		474
		42,574.38
Accounts Receivable Last Month Ending	21,807.90	
Sales/Charges this Month	43,296.78	
Adjustments this Month	0.00	
Less: Payments this Month	53,750.86	
Accounts Receivable Total	11,353.82	11,353.82

Pump Total

<u>Year/Month</u>	<u>Purchased</u>	<u>Sold</u>	<u>Loss</u>	<u>Pct</u>
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
2023/07	42,598	17,939	-24,659	-57.9

Sold vs Purchased



"Purchased" = produced.

This is the amount in CCF produced by the Holland Avenue Well.

"Sold" = metered water in CCF. Does not include flat rate water.

Disregard "loss" and "pct" in this report.

<u>Acct</u>	<u>Name</u>	<u>Balance</u>	8/1/2023 <u>Current</u>	<u>30 Days</u>	<u>60-Days</u>	<u>90-Days</u>
141	Woodward, Pauline and Billy 2403 Brown St	1,581.57	35.07	79.53	35.07	1,431.90
964	Wagner, Carol 2393 Durham St	1,543.74	35.07	39.02	35.07	1,434.58
916	Bresson, Christopher & Kimb 9416 Goodspeed St	1,249.59	40.07	70.43	40.07	1,099.02
237	Rosemarie Taylor Revocable ' 2399 Serviss St	1,113.62	63.78	90.85	63.78	895.21
183	Ownby, Karen Koehly 2455 Durham-Dayton Hwy	1,079.87	47.07	66.94	38.07	927.79
258	Christofferson, Jason 2539 Burdick Rd	629.56	133.07	135.24	82.07	279.18
945	Schell, Daniel and Korena 2553 Durham Dayton Hwy	473.36	147.07	133.70	128.07	64.52
331	Sonsteng, Chimene 9642 Duckling Dr	422.39	142.43	147.53	132.43	
291	Guerra, Diego & Marisa 9665 Teal Ln	367.46	133.43	109.68	48.43	75.92
22	Hait, Jed 2393 Brown St	350.40	35.07	85.94	53.07	176.32
57	Dotson, Dan and Kevin Dolz 9386 Goodspeed St	276.62	53.07	44.86	39.07	139.62
11	Total	\$9,088.18	\$865.20	\$1,003.72	\$695.20	\$6,524.07

Highlighted accounts (5) were sent to county as FY
2023-24 lien collections totaling \$5,654.18.

DURHAM IRRIGATION DISTRICT

5.2

Check Issue Date: 8/22/2023 --Please see note on last page

Cash Balance Date

7/31/2023

Check No.	Stmt Date	Invoice Number	Payee	Invoice Amount	Check Amount	Notes	Financial Category	\$	34,760.07
Stipends									
9944	Stipend Form	-	Raymond Cooper		\$ 400.00	(1) 8/22 DID BOD; (2) 7/24 Vina GSA Special BOD; (3) 7/26 Vina GSA Public Hearing; (4) Vina GSA Special BOD		\$	34,360.07
9945	Stipend Form	-	Matt Doyle		\$ 100.00	(1) 8/22 DID BOD		\$	34,260.07
9946	Stipend Form	-	Kevin Phillips		\$ 100.00	(1) 8/22 DID BOD		\$	34,160.07
Subtotal Stipend					\$ 600.00		Subtotal Balance	\$	34,160.07
Regular Water System Maintenance and Operations									
9947	8/1/2023	14693	J.C. Hernandez		\$ 1,200.00	Jul 2023 alley cleanup; pump house cleanup		\$	32,960.07
9948	7/26/2023	2306569-28	Pace Analytical Services LLC	\$ 331.00	\$ 897.44	water quality testing		\$	32,062.63
	8/14/2023	2307188-28	Pace Analytical Services LLC	\$ 566.44		water quality testing		\$	32,062.63
9949	8/1/2023	6163	Sierra Water Utility		\$ 1,568.71	chlorine; parts; add'l labor		\$	30,493.92
9950	6/16/2023	2306-04124	Tozier's True Value	\$ 10.71	\$ 65.19	parts		\$	30,428.73
	7/31/2023	2307-043253	Tozier's True Value	\$ 39.93		parts		\$	30,428.73
	7/31/2023	2307-043248	Tozier's True Value	\$ 14.55		parts		\$	30,428.73
Subtotal Water Operations					\$3,731.34		Subtotal Balance	\$	30,428.73
Water System Emergency Repair/Replacement									
9951	7/17/2023	1705	Brown General Engineering		\$ 2,165.25	Leak repairs; service line locate		\$	28,263.48
9952	7/19/2023	1801197	Ferguson Waterworks		\$ 7.51	USBR - meter installation parts		\$	28,255.97
9953	8/4/2023	2310	Joseph Corron Electric		\$ 10,823.25	USBR - SCADA (radio telemetry) installation	ASSET	\$	17,432.72
9954	8/10/2023	6171	Sierra Water Utility		\$ 4,477.69	USBR - Equipment - flow sensor	ASSET	\$	12,955.03
Subtotal Water System Repair					\$17,473.70		Subtotal Balance	\$	12,955.03

DURHAM IRRIGATION DISTRICT

Check No.	Stmt Date	Invoice Number	Payee	Invoice Amount	Check Amount	Notes	Financial Category
Utility & Supplies							
9955	8/16/2023	-	Camp & McLaughlin		\$ 650.00	August rent	\$ 12,305.03
online debit	8/14/2023	-	Comcast		\$ 215.26	08/15/2023-09/14/2023 Internet and Phone Service	\$ 12,089.77
online debit	7/7/2023	-	FP Mailing Solutions		\$ 200.00	postage (online download)	\$ 11,889.77
9956	7/5/2023	RI-105834592	Franco-Typ Postalia, Inc. (FP Mailing Solutions)		\$ 111.33	quarterly equipment lease - Q3	\$ 11,978.44
online debit	7/28/2023	2023072101	Paychex		\$ 70.90	payroll fees + PTO accrual fee	\$ 12,018.87
online debit	8/11/2023	2023080401	Paychex		\$ 70.90	payroll fees + PTO accrual fee	\$ 11,947.97
9943	7/28/2023	-	PG&E	\$ 123.97	\$ 10,509.45	9418 Midway #C (Office)(0596196710-5)	\$ 1,380.32
	7/27/2023	-	PG&E	\$ 2,517.78		Durham Dayton Rd 20'W (5773099695-6)	\$ 1,380.32
	7/26/2023	-	PG&E	\$ 6,173.88		Holland Ave E/S & 500S Serviss (6812590736-7)	\$ 1,380.32
	7/28/2023	-	PG&E	\$ 32.66		Holland Ave S 300' (7938916943-8)	\$ 1,380.32
	7/28/2023	-	PG&E	\$ 1,661.16		9389 Goodspeed St (9856464053-5)	\$ 1,380.32
9957	7/31/2023	8551002652529	Recology		\$ 133.75	garbage service (Well 5)	\$ 1,246.57
9958	7/31/2023	-	Sequoyah Software		\$ 110.00	billing software; email bill service	\$ 1,136.57
9959	8/1/2023	460814F9-0034	Streamline		\$ 84.00	website host	\$ 11,894.44
9960	7/20/2023	2023141260	Underground Service Alert		\$ 300.00	annual renewal	\$ 11,647.97
Subtotal Utility					\$12,455.59	Subtotal Balance	\$ 499.44

DURHAM IRRIGATION DISTRICT

Check No.	Stmt Date	Invoice Number	Payee	Invoice Amount	Check Amount	Notes	Financial Category
District Administration, Operations & Management							
Payroll & Insurance							
online debit	7/28/2023	-	Withholdings - Trizzino		\$ 607.87		\$ (108.43)
online debit	8/11/2023	-	Withholdings - Trizzino		\$ 574.97		\$ (683.40)
online debit	7/28/2023	-	Employee - Trizzino		\$ 1,366.43	Administrative Support	\$ (2,049.83)
online debit	8/11/2023	-	Employee - Trizzino		\$ 1,293.83	Administrative Support	\$ (3,343.66)
Contractors							
9961	8/6/2023	8256	Sheryl Bosman		\$ 575.00	Bookkeeping Services	\$ (15,191.66)
9962	8/1/2023	1143	Nicole L. Johansson		\$ 1,500.00	Outreach Consulting	\$ (14,616.66)
9963	6/30/2023	-	Minasian Law		\$ 1,809.50	District Special Legal Services	\$ (13,116.66)
9964	8/10/2023	81209	NorthStar		\$ 7,963.50	CIP Budget/Rate Study - \$ 0 DUSD Easement - \$ 0 USBR Engineering - \$ 5622.50 USBR Cultural Compliance - \$ 0 Meetings - \$ 98.00 Operational Support - \$ 2243.00 Grant Application Support - \$ 0 Litigation - Meetings - \$ 0 Litigation - Cost of Service Study - \$ 0	\$ (11,307.16)
Water Operations							
9966	8/1/2023	6167	Sierra Water Utility		\$ 3,558.71	Water Operator Servicea	\$ (18,750.37)
Subtotal Admin. Ops. & Mgmt.					\$19,249.81	Subtotal Balance	\$ (18,750.37)

DURHAM IRRIGATION DISTRICT

Check No.	Stmt Date	Invoice Number	Payee	Invoice Amount	Check Amount	Notes	Financial Category
Agency Fees, Association Dues & Reimbursables							
Fees & Dues							
online debit	8/2/2023	-	PaySafe/PayStation Fee		\$ 343.98	"mtot" on bank statement	\$ (19,094.35)
9967	7/26/2023	CINV-1300	LAFCO		\$ 401.15	2023-2024 Fiscal Year	\$ (19,495.50)
online debit	7/31/2023		Tri Counties Bank		\$ 30.00	service fee	\$ (19,525.50)
Reimbursable Payments							
NONE							\$ (19,525.50)
Subtotal Fees & Reimbursables					\$775.13	Subtotal Balance	\$ (19,525.50)
Other Expenses							
NONE							\$ (19,525.50)
Other Expenses					\$0.00	Subtotal Balance	\$ (19,525.50)
Check No.	Stmt Date	Invoice Number	Payee	Invoice Amount	Check Amount	Notes	Financial Category
Development Projects							
Contractor				Project			
9968	8/10/2023	81208	NorthStar		\$ 698.00	Creekside Estates - \$218.00 Farm Bureau - \$480.00	\$ (20,223.50)
Subtotal Development Projects					\$698.00	Subtotal Balance	\$ (20,223.50)
SUBTOTAL PAYMENTS					\$54,983.57		
							Subtotal Remaining Balance \$ (20,223.50)
							Check Refund/Cancelled Register Total
							TOTAL REMAINING BALANCE \$ (20,223.50)

DURHAM IRRIGATION DISTRICT

Petty Cash

NONE	8/16/2023 counted	\$	-
	Cash on Hand	\$	100.00
	Balance Remaining On Hand	\$	100.00

Check / Payment Refund / Cancel or Void Check Register

Date	CK/Pmt Refund	Status	Paid to	Check Amount	Notes
8/22/2023	9965	VOID	-	\$ -	spoiled

Director Signature _____

Date _____

Director Signature _____

Date _____

DURHAM IRRIGATION DISTRICT

Deposit Register

Date	Deposit	Deposit Amount	Other Notes
6-Jul-23	Cash/Check Deposit	\$ 5,549.19	
6-Jul-23	Cash/Check Deposit	\$ 4,887.07	
11-Jul-23	Cash/Check Deposit	\$ 4,998.44	
17-Jul-23	Cash/Check Deposit	\$ 5,409.93	
17-Jul-23	Cash/Check Deposit	\$ 6,907.41	
18-Jul-23	Cash/Check Deposit	\$ 2,007.82	Demand Request: Acct 617 / 969 APN 040-630-001 / 9500 Van Ness Way \$30.00 demand request fee; \$142.33 usage
19-Jul-23	Cash/Check Deposit	\$ 3,817.94	
26-Jul-23	Cash/Check Deposit	\$ 5,049.43	
26-Jul-23	Cash/Check Deposit	\$ 2,729.39	
31-Jul-23	Cash/Check Deposit	\$ 1,534.08	
7/1/2023 - 7/31/2023	Paystation Payments	\$ 8,593.10	
	Subtotal Water Sales Deposits	\$ 51,483.80	
Water Meter Sales	Location		
NONE	See above.		
Bank Adjustments & Other	Notes		
11-Jul-23	State Compensation Insurance Fund dividend	\$ 56.25	
19-Jul-23	California Class Transfer	\$ 29,000.00	
	Other Deposits	\$ 29,056.25	
	Total Deposits	\$80,540.05	

DURHAM IRRIGATION DISTRICT

Deposit Register for Development Projects Account

NONE

Total Development Project Deposits \$ -

Director Signature _____

Date _____

Director Signature _____

Date _____

8/16/2023: Warrant amount exceeds starting balance

Actual cash balance including August 2023 warrant =	(\$1,969.78)	Per Bookkeeper / QB reconciled on 8/17/2023
Expected estimated payroll due on 8/25/2023 =	(\$2,000.00)	
Current undeposited funds =	\$6,840.97	
Current undeposited funds =	\$4,523.66	
Cushion =	(\$5,000.00)	
Amount needed to cover warrant expenses =	\$2,394.85	
Amount needed to bring minimum balance to \$30K	\$27,605.15	to avoid bank service charge
Amount to transfer from investment account =	\$ 28,000.00	rounded



April 3, 2023

Board of Directors
Durham Irrigation District
9418-C Midway
Durham, CA 95938

55 Independence Circle, Suite 102
Chico, CA 95973
530.588.7427

Dear Board of Directors:

We have been engaged to audit the financial statements of Durham Irrigation District (the District), for the year ended December 31, 2021. A copy of the engagement letter for the year ended December 31, 2021, is enclosed for your reference. Please feel free to contact us if you have any questions regarding the engagement letter or this letter. Professional standards require that we provide you with the following information related to our audit, including significant risks we have identified.

The objectives of this correspondence are as follows:

- To discuss the auditors' responsibilities under auditing standards generally accepted in the United States of America (GAAS);
- To provide those charged with governance an overview of our engagement, including the planned scope and timing;
- To identify significant areas of accounting and auditing emphasis, and how we propose to address these areas; and
- To discuss the concept of materiality in planning and executing the audit.

Our Responsibility Under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America (GAAP). Our audit of the financial statements does not relieve you or management of your responsibilities.

Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement. As part of the audit we will consider the internal control of the District. Such considerations are solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters.

RECEIVED AUG 18 2023

rc:scan

Scanned/Copied:

☐ Hardcopy File

☒ Electronic File

☐ Board Agenda File

Board Date: 8/22/2023

For AP Use

[CK# NA / Date: _____]

Planned Scope and Timing of the Audit

Audit Planning and Risk Assessment

The initial phase of our audit involves various planning procedures, including the following:

- Developing an understanding of internal and external factors affecting the District, such as changes in management or regulation.
- Performing preliminary analytical procedures, covering all accounts, to identify any significant new accounts or programs and any significant changes from the prior year.
- Assessing various organizational risks such as those related to the District's operating characteristics and environment, information technology, financial characteristics and business strategies. This also involves discussing with management what they see as the significant risks to the District.
- Obtaining an understanding of the District's internal controls, including the control environment, management's risk-assessment process, management's consideration for internal controls, and management's internal control monitoring process.
- Performing an evaluation of the design of internal controls relating to each significant transaction cycle as well as financial reporting to identify weaknesses in the system of controls that may contribute to the risk of a material financial statement error occurring without detection.
- Assessing of fraud risk, including consideration of the requirements of AU-C 240, *Consideration of Fraud in a Financial Statement Audit*. This also includes conducting a fraud brainstorming session with all members of the audit team to discuss the potential for material misstatement due to fraud and to enforce the concept of approaching the audit with professional skepticism.
- Designing our audit procedures and taking into consideration our preliminary analytical procedures, various risk assessments, our understanding of the various aspects of the District's internal controls, and those audit areas that are considered to be significant.

Although we are currently in the planning state of our audit, we have identified the following significant risks during our audit to date that require special audit consideration: management override of internal controls. Although not a risk solely specific to the District, override of internal controls warrants attention as intentional override may be more difficult to detect than an unintentional error.

Audit Fieldwork

Depending on the significant areas selected and the extent of testing that is determined to be appropriate during the planning process, we will perform audit procedures as part of our audit fieldwork. These procedures include inspection of documents, recalculation of various amounts, inquiry of appropriate personnel as well as other means to verify account balances. Significant accounts or risk areas are identified as follows:

- Cash and cash equivalents.
- Receivables.
- Capital assets.
- Accounts payable and cut off.
- Possible unrecorded liabilities.
- Unearned revenues.
- Revenue recognition.
- Susceptibility of accounts to material misstatement arising from either error or fraud.
- Related-party transactions.

Materiality

Financial Accounting Standards Board (FASB) Statement of Financial Accounting Concepts No. 2 (CON-2), *Qualitative Characteristics of Accounting Information*, defines materiality as the "magnitude of an omission or misstatement of accounting information that, in the light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would have been changed or influenced by the omission or misstatement." In planning and performing the audit, we use professional judgment to determine a level of materiality. Factors considered in this evaluation include the components of the financial statements believed to be the most critical to users and the extent of adjustments detected in prior audits.

Audit Completion and Reporting

Once audit fieldwork has concluded, a complete final review will be performed of the audit workpapers, ensuring that any outstanding questions or issues have been resolved and that the testing and results are properly documented. Deliverables will be as follows:

- Draft financial statements, including footnotes.
- Draft letter of required communication to those charged with governance that includes information on the auditors' responsibility in performing the audit and significant findings noted during the audit process that are required to be reported, such as any significant or unusual transactions or any significant sensitive estimates.
- Draft report on internal control that reports any significant deficiencies or material weaknesses in internal controls that were noted during the audit process, if applicable.

All of the draft documents are reviewed with management and those charged with governance before the final financial statements and correspondence letters are issued.

Communication

Effective communication between the auditor and those charged with governance is emphasized in the recent audit standards, and we feel it is paramount to a truly effective and successful audit. For these reasons, we encourage you to contact us with any questions or concerns that you may have regarding any aspect of the audit. The following points may assist you in this critical communication effort:

- Are there any matters you feel warrant particular attention during the audit?
- Are there any areas where you request that additional or special procedures be performed?
- Describe how you exercise oversight of the District's internal controls.
- Describe your understanding of the risks of fraud at the District.
- Are you aware of any suspected or actual fraud at the District?
- Are there any other matters you think we should be aware of?

Board of Directors
Durham Irrigation District
April 3, 2023
Page 5

Our contact information is listed below, and we encourage you to maintain open communication with us regarding the above points and any other matters you deem appropriate.

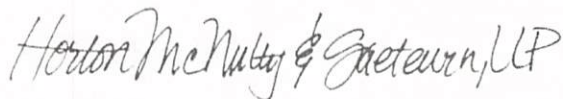
Joy L. McNulty, CPA 530.588.7427 x308 joy.mculty@hms-cpas.com

Closing

The information in this letter is intended solely for the use of those charged with governance of the District and is not intended to be and should not be used by anyone other than these specified parties.

We sincerely appreciate the opportunity to provide services to the District and hope you find the information included in this correspondence useful and informative. If you have any questions or wish to discuss any of the items further, please let me know.

Very truly yours,

A handwritten signature in cursive script that reads "Horton McNulty & Saeteurn, LLP".

Horton McNulty & Saeteurn, LLP

Vendor	Invoice	Invoice Date	Invoice Amt	Budget Item Desc. (per grant categories)	DID CK #	DID Pmt Date	DID Pmt Amt	Notes
Ferguson Waterworks	1801197	7/19/2023	\$ 7.51	Supplies and Materials				parts for meter installation
Genesis Society	8072023	8/7/2023	\$ 2,900.00	EA Report prep				8/7/2023 - report completed
Joseph Corron Electric	2310	8/4/2023	\$ 10,823.25	System Installation	9953	8/22/2023	\$ 10,823.25	SCADA system installation
NorthStar	74562	9/5/2019	\$ 4,997.50	Engineering	8942	9/10/2019	\$ 4,997.50	meter survey
NorthStar	74562	9/5/2019	\$ 380.00	Engineering	8942	9/10/201p	\$ 380.00	data analysis
NorthStar	78519	1/31/2022	\$ 360.00	Engineering	9571	2/11/2022	\$ 360.00	scope and mapping
NorthStar	78844	4/11/2022	\$ 110.00	Engineering	9616	4/19/2022	\$ 110.00	USBR conference call
NorthStar	79049	5/11/2022	\$ 660.00	EA Report prep	9641	5/13/2022	\$ 660.00	USBR map and response
NorthStar	79193	6/15/2022	\$ 500.00	EA Report prep	9660	6/21/2022	\$ 500.00	cultural archeologist coordination
NorthStar	79744	10/6/2022	\$ 1,488.00	Engineering	9475	10/18/2022	\$ 1,488.00	meter location; mapping
NorthStar	80388	3/7/2023	\$ 460.00	EA Report prep	9854	3/21/2023	\$ 460.00	cultural compliance
NorthStar	80553	4/5/2023	\$ 972.00	Engineering	9874	4/18/2023	\$ 972.00	engineering
NorthStar	80553	4/5/2023	\$ 575.00	EA Report prep	9874	4/18/2023	\$ 575.00	cultural compliance
NorthStar	80681	5/3/2023	\$ 1,495.00	Engineering	9897	5/17/2023	\$ 1,495.00	contractor coordination; outreach coordination; bid prep
NorthStar	80829	6/7/2023	\$ 794.00	Engineering	9938	7/18/2023	\$ 794.00	meter location selection
NorthStar	80948	7/10/2023	\$ 6,924.00	Engineering	9938	7/18/2023	\$ 6,924.00	meter location selection, initial design
NorthStar	81209	8/10/2023	\$ 5,622.50	Engineering	9964	8/22/2023	\$ 5,622.50	meter installation design plans
Sierra Water Utility	5781	4/19/2023	\$ 7,660.65	Supplies and Materials	9889	5/17/2023	\$ 7,660.65	Zenner meters - 42 total
Sierra Water Utility	6076	7/1/2023	\$ 7,082.44	Supplies and Materials	9927	7/18/2023	\$ 7,082.44	Sonic Well sensors and installation labor
Sierra Water Utility	6171	8/10/2023	\$ 4,477.69	Supplies and Materials	9954	8/22/2023	\$ 4,477.69	Seametrics Meter and sensor
Sierra Water Utility	6173	8/17/2023	\$ 1,368.08	Labor				labor associated with SCADA installation
XIO SCADA	2022-11872	6/13/2023	\$ 35,302.07	Supplies and Materials	9928	7/18/2023	\$ 35,302.07	6/8/2023 - SCADA eqpt delivery est; sales tax will be added 6/12/2023 - question for Mark Adams - re: monthly fee of \$1360 (not included in grant, but must be covered as operational costs)
Expected to date			\$ 94,959.69	Actual Spent			\$ 90,684.10	

MEMORANDUM TO BOARD

TO: BOARD OF DIRECTORS

FROM: JEANNIE TRIZZINO

SUBJECT: INTERIM DISTRICT FISCAL OFFICER

DATE: MAY 10, 2023

CC:

This memorandum is to request that the Directors provide guidance on the assignment of interim District Fiscal Officer.

Currently the District's fiscal officer with respect to the State of California Annual Fiscal Transactions Report is District Counsel Jeff Carter, who will be retiring as of May 31, 2023.

I have no options to suggest, but would like the Board to provide guidance on how to proceed until such time as new District General Counsel is under contract.

County of BUTTE
DIRECT CHARGE TAX CODE DETAIL
From Tax Code: 67560, Thru Tax Code: 67560

	ASMT	COUNT	SEC AMT	UNSEC AMT	INACTIVE
N					
	67560	DURHAM IRRIG DELQ WATER CHGS			
	Applies to: Specific Asmts Only				
	039-460-002-000		629.56		
	039-460-017-000		1,079.86		
	040-213-007-000		1,249.58		
	040-233-015-000		1,581.56		
	040-240-032-000		1,113.62		
	TOTAL 67560	5	5,654.18		

County of BUTTE
DIRECT CHARGE TAX CODE DETAIL
From Tax Code: 67560, Thru Tax Code: 67560

ASMT	COUNT	SEC AMT	UNSEC AMT	INACTIVE
TOTAL N	5	5,654.18		
TOTAL ALL TAX CODES	5	5,654.18		

**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.

Name	Selected By
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, 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 Utility, LLC.



Month:	July	2023	
Date	Task Description/Notes	One Man Hrs and Duties (M-F)	Two Man Hrs and Duties (M-F)
7/3/2023	Performed daily checks, checked lubrication of all pumps. Ran AUX Power at both sites.	1.75	
7/4/2023	Performed daily checks, checked lubrication of all pumps.	1.75	
7/5/2023	Performed daily checks, checked lubrication of all pumps. Met w/ Joe Corron Electric at Holland Site to install SCADA equipment (4hrs USBR)	1.75	
7/6/2023	Performed daily checks, checked lubrication of all pumps.	1.75	
7/7/2023	Performed daily checks, checked lubrication of all pumps.	1.75	
7/10/2023	Performed daily checks, checked lubrication of all pumps.	1.75	
7/11/2023	Performed daily checks, checked lubrication of all pumps. Met w/ Joe Corron Electric at Alley Site to connect SCADA equipment to XIO (4hrs USBR)	1.75	
7/12/2023	Performed daily checks, checked lubrication of all pumps. Changed injector at Holland site. Met with JC Electric to continue SCADA installation at Library site.(USBR .75hrs)	1.75	
7/13/2023	Performed daily checks, checked lubrication of all pumps.	1.75	
7/14/2023	Performed daily checks, checked lubrication of all pumps. Met w/ Brown General Engineering made leak repair at 9339 Peterson Estates at meter box. Investigate leak at 9407 Dwyer Ct. meter box. Exposed meter found leak on customer side. Brown Engineering continued to pothole alley main near church at 2404 Durham Dayton Hwy successfully found shutt-off. Met with Advanced Leak Detection to locate multiple service lines that could not be found during initial walk through with NorthStar for USBR Meter Project. (5hrs)	6.00	
7/17/2023	Performed daily checks, checked lubrication of all pumps.	1.75	
7/18/2023	Performed daily checks, checked lubrication of all pumps. Install Valve Cover at shut-off for church at 2404 Durham Dayton Hwy. Met w/ Joe Corron Electric at Library Site to rough in SCADA equipment. (2hrs USBR)	2.75	
7/19/2023	Performed daily checks, checked lubrication of all pumps.	1.75	
7/20/2023	Performed daily checks, checked lubrication of all pumps.	1.75	
7/21/2023	Performed daily checks, checked lubrication of all pumps.	1.75	
7/24/2023	Performed daily checks, checked lubrication of all pumps.	1.75	

7/25/2023	Performed daily checks, checked lubrication of all pumps. Trouble shot Alley site injection point. Injection point is not optimal and is possibly getting air locked after multiple pump cycles. Chlorine is also corroding injection point on new plumbing. AWWA standard is performing injection towards the center of the pipe via injector insertion quill. Will order correct injector for current discharge pipe schedule.	2.75	
7/26/2023	Performed daily checks, checked lubrication of all pumps. Met w/ Joe Corron Electric at Holland Site to rough in SCADA equipment (2hrs USBR)	1.75	
7/27/2023	Performed daily checks, checked lubrication of all pumps.		
7/28/2023	Performed daily checks, checked lubrication of all pumps. Met w/ Joe Corron Electric at Holland Site to tie-in SCADA equipment and extend air vent at Alley site (4hrs USBR)	1.75	
7/31/2023	Performed daily checks, checked lubrication of all pumps. Meet with Brown Engineering to move meter at 9287 Holland st.	8.00	
Monthly Production			
42598 CCF's			
Total Regular Hours		48	
Total Extra Regular Hours over 48 hrs/month, excluding meter reading		-0.50	
Total Additional After Hours			0.00
Signature:	<i>Michael Butler</i>		
Title:	Chief Operator		

8/17/2023

Work Order Statistics
01/01/2021 thru 08/31/2023

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	676
2021	11	2	2		69	0
2021	12	12	12		186	0
2022	01	7	7		47	0
2022	02	12	11	1	177	569
2022	03	6	6		181	0
2022	04	3	3		24	0
2022	05	5	5		21	0
2022	06	6	5	1	34	429
2022	07	2	2		10	0
2022	08	8	6	2	55	393
2022	09	7	7		69	0
2022	10	5	5		5	0
2022	11	1	1		13	0
2022	12	1		1	0	245
2023	01	8	5	3	83	216
2023	02	2		2	0	185
2023	03	7	3	4	44	160
2023	04	9	3	6	3	130
2023	05	3		3	0	107
2023	07	7	2	5	7	34
2023	08	4	2	2	1	17
		147	113	34		

23 Items

8/17/2023

Work Order List

1

<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.						
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
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.						

<u>Order No</u>	<u>Tap</u>	<u>Issued</u>	<u>Completed</u>	<u>Name</u>	<u>Assigned to</u>	<u>Location</u>
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
040-221-008 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						
229	67 2/27/23		R	Tim Dempsey	Water Operator	9329 Midway
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.						
230	19 3/21/23		R	Rosemary Bennett	Water Operator	2379 Florida Ln

<u>Order No</u>	<u>Tap</u>	<u>Issued</u>	<u>Completed</u>	<u>Name</u>	<u>Assigned to</u>	<u>Location</u>
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).						
231	18 3/23/23		R	Rosemary Bennett	Water Operator	2404 Serviss St
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).						
232	3 3/23/23		R	Rosemary Bennett	Water Operator	2396 Campbell St
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).						
235	965 3/27/23		R	Gerardo Perez	Water Operator	2382 Brown St
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.						
239	141 4/26/23		R	Billy Woodward	Water Operator	2403 Brown St
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.						
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.						

<u>Order No</u>	<u>Tap</u>	<u>Issued</u>	<u>Completed</u>	<u>Name</u>	<u>Assigned to</u>	<u>Location</u>
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; difficultly 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.						
251	809	7/27/23	R	Nancy Brown	Water Operator	9156 Holland Ave
040-280-121 7/27/2023: Water Operator reports meter is broken. Replace meter.						
252	4	7/27/23	R	Albert Amator	Water Operator	2399 Campbell St
040-223-005 7/27/2023: Water Operator reports meter is broken. Sight glass is scratched. Replace meter.						
253	693	7/28/23	R	Richard Gilliam	Water Operator	9504 Dillon Ct
039-540-001 7/27/2023: Water operator reports meter is broken. Replace meter.						
254	279	7/28/23	R	James Patterson	Water Operator	2534 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>
039-450-011 7/28/2023: Water Operator reports scratched sight glass. Replace meter.						
255	143	7/29/23	R	Janet Bynum	Water Operator	9389 Goodspeed St
040-214-007 7/27/2023 jlt: please confirm meter reading and whether reading is in CCF or CF. Entered estimated reading of 2480 for usage billing of 70 CCF pending update from water operator to clarify meter book readings.						
258	28	8/10/23	R	Erika Withrow	Water Operator	9327 Holland Ave
039-460-045 8/10/2023 jlt: Please obtain final meter reading in response to demand request. Expected close date 9/14/2023.						
259	162	8/17/23	R	James Luallen	Water Operator	2360 Florida Ln
040-233-030 8/17/2023 jlt: confirm current line size for this account - 3/4" or 1-1/2". Please call customer when checking the line size; he has historical information that might be useful. This account has been selected for USBR meter replacement and it's possible that the information in the District's billing system is inaccurate.						

8/17/2023

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>
200	919 8/30/22	6/1/23	R	Jose Sanchez	Water Operator	9259 Midway
040-250-027						
201	11 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						

<u>Order No</u>	<u>Tap</u>	<u>Issued</u>	<u>Completed</u>	<u>Name</u>	<u>Assigned to</u>	<u>Location</u>
218	931	12/29/22		R David Day	Water Operator	2385 Florida Ln
	APN 040-240-075					
219	102	1/10/23	2/7/23	R Albert Amator	Water Operator	2400 Campbell St
	040-221-017					
220	232	1/24/23	2/1/23	R Gertrude Smith	Water Operator	2372 Faber St
	040-223-012					
221	961	1/24/23		R Albert Amator	Water Operator	2397 Campbell St
	040-223-006					
223	962	1/24/23		R Geraldine Gillham	Water Operator	9348 Midway
	040-200-095					
224	231	1/31/23		R Cheryl Williams	Water Operator	9263 Midway
	040-250-002					
225	943	1/31/23	6/5/23	R Kayla and Michael LaChappelle	Water Operator	9216 Goodspeed St
	040-250-017					
226	32	1/31/23	6/13/23	R Robert Kreider	Water Operator	2408 Faber St
	040-223-017					
227	210	1/31/23	6/1/23	R Ken Quaintance	Water Operator	2397 Florida Ln
	040-240-057					
228	964	2/27/23		R Carol Wagner	Water Operator	2393 Durham St
	040-221-008					
229	67	2/27/23		R Tim Dempsey	Water Operator	9329 Midway
	040-224-005					
230	19	3/21/23		R Rosemary Bennett	Water Operator	2379 Florida Ln
	040-240-006					
231	18	3/23/23		R Rosemary Bennett	Water Operator	2404 Serviss St
	040-240-006					
232	3	3/23/23		R Rosemary Bennett	Water Operator	2396 Campbell St
	040-221-016					

<u>Order No</u>	<u>Tap</u>	<u>Issued</u>	<u>Completed</u>	<u>Name</u>	<u>Assigned to</u>	<u>Location</u>
233	273	3/23/23	4/27/23	R Carole Lee "Kelly" Lotti	Water Operator	2339 Brown St
040-234-007						
234	226	3/23/23	4/27/23	R Catherine Bailey	Water Operator	9393 Goodspeed St
040-214-006						
235	965	3/27/23		R Gerardo Perez	Water Operator	2382 Brown St
040-231-018						
236	313	3/30/23	6/1/23	R Jamie Payne	Water Operator	9253 Midway
040-250-004						
237	115	4/4/23	4/12/23	R Jim Hamilton	Administrative Assistan	2414 Durham-Dayton
040-212-006						
238	115	4/17/23	4/19/23	R Jim Hamilton	Water Operator	2414 Durham-Dayton
040-212-006						
239	141	4/26/23		R Billy Woodward	Water Operator	2403 Brown St
040-233-015						
240	188	4/26/23		R Victor and Rosie Lopez	Water Operator	2345 Florida Ln
040-240-054						
241	173	4/26/23		R John Staples	Water Operator	2381 Durham St
040-221-011						
242	960	4/26/23		R Justin and Sarah Price	Water Operator	2508 Durham-Dayton
039-450-003						
243	285	4/26/23		R Bonnie Caskey	Water Operator	2554 Durham-Dayton
039-450-018						
244	968	5/2/23		R Kanon Taylor	Water Operator	2368 Brown St
040-231-025						
245	806	4/7/23		R Durham CUMC Parson	Water Operator	2404 Durham-Dayton
040-212-004						
246	640	4/2/23	4/3/23	R Jesse & Elizabeth Martinez	Water Operator	2466 Tracy Ranch Rd
039-460-064						

<u>Order No</u>	<u>Tap</u>	<u>Issued</u>	<u>Completed</u>	<u>Name</u>	<u>Assigned to</u>	<u>Location</u>
247	88 5/15/23		R	Brian Moffitt		2395 Serviss St
	040-240-033					
248	950 5/31/23		R	Brianna and Carlos Romo	Water Operator	2586 Widgeon Ln
	039-520-024					
249	199 7/18/23	7/21/23	R	Mike Tozier	Water Operator	9242 Holland Ave
	040-233-011					
250	933 7/19/23	7/31/23	R	Andrea and Marcus Mahling	Water Operator	9287 Holland Ave
	039-460-048					
251	809 7/27/23		R	Nancy Brown	Water Operator	9156 Holland Ave
	040-280-121					
252	4 7/27/23		R	Albert Amator	Water Operator	2399 Campbell St
	040-223-005					
253	693 7/28/23		R	Richard Gilliam	Water Operator	9504 Dillon Ct
	039-540-001					
254	279 7/28/23		R	James Patterson	Water Operator	2534 Durham-Dayton
	039-450-011					
255	143 7/29/23		R	Janet Bynum	Water Operator	9389 Goodspeed St
	040-214-007					
256	514 8/1/23	8/3/23	R	Gloria Rose	Water Operator	2346 Brown St
	040-232-009					
257	969 8/1/23	8/2/23	R	Bryan and Rachel Perrin	Water Operator	9500 Van Ness Way
	040-630-001					
258	28 8/10/23		R	Erika Withrow	Water Operator	9327 Holland Ave
	039-460-045					
259	162 8/17/23		R	James Luallen	Water Operator	2360 Florida Ln
	040-233-030					