



DURHAM IRRIGATION DISTRICT
Meeting Agenda
Board of Directors:
Matt Doyle, Chair; Kevin Phillips

Tuesday, April 16, 2024
5:30 PM

District Office
9418-C Midway
Durham CA 95938

COPY OF AGENDA and AGENDA PACKET AVAILABLE FROM:
Durham Irrigation District Office or Online at www.didwater.org

ADDRESSING THE BOARD

- Any person desiring to address the Board shall first secure permission of the presiding officer.
- Matters under the jurisdiction of the Board and not on the Agenda may be addressed by the Public at the time provided in the Agenda under Public Comment. The Board limits testimony on those items to three minutes per person and no more than three individuals shall address the same subject.
- As required by Govt. Code Section 54957.5, any public record distributed to the Board of Directors less than 72 hours prior to this meeting in connection with any agenda item shall be made available for public inspection at the Durham Irrigation District office, 9418-C Midway, Durham, CA 95938. Public records distributed during the meeting will be available for public inspection at the meeting if prepared by the District. If the public record is prepared by any other party and distributed at the meeting, it will be made available for public inspection following the meeting at the District.
- Parties with a disability as provided by the Americans with Disabilities Act who require special accommodations or aides to participate in the public meeting should make the request to the District office three full business days prior to the meeting at (530) 343-1594.

1 CALL TO ORDER – 5:30 PM

2 ROLL CALL / OPENING BUSINESS

2.1 AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

2.2 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.

3 CLOSED SESSION – Government Code §54957 - Discuss and consider qualifications and appointment of a public official; conference with legal counsel.

4 OPEN SESSION – return to open discussion.

5 BOARD VACANCY

SUBJECT: Review applications received and appoint new board member to fill vacancy.

FISCAL IMPACT: NONE

ACTION REQUESTED: Review statements of interest and make interim appointment to fill the vacant seat through December 6, 2024. Both candidates were invited to attend the board meeting.

The District has received two applications from eligible candidates – Mr. Derek Sohnrey and Mr. William Vanasek.

The board will interview the candidates and then conduct their deliberations. After deliberations are complete, the board will vote on the interim appointment. The public may make comments during the open session but will not be able to ask questions directly to the candidates.

ATTACHMENTS:

5.a Statement of Interest – Mr. Derek Sohnrey

5.b Statement of Interest – Mr. William Vanasek

6 CORRESPONDENCE

6.1 Ltr. to Congressman LaMalfa (03.20.2024)

SUBJECT: Correspondence to Congressman La Malfa requesting co-sponsorship of HR 7525 Special District Grant Accessibility Act, which would establish a formal definition of "special district" in federal law, as well as require the Office of Management and Budget (OMB) to issue guidance to federal agencies requiring special districts to be recognized as local governments for the purpose of federal financial assistance determinations. This action was approved by the board at its March 2024 meeting under Item 10.

FISCAL IMPACT: NONE

ACTION REQUESTED: Receive correspondence.

ATTACHMENTS:

6.1 Ltr. to Congressman La Malfa (03.20.2024)

7 PRESENTATIONS - NONE

8 REPORTS/ANNOUNCEMENTS FROM DIRECTORS

8.1 VINA GSA REPORT (Vina GSA Calendar here: <https://www.vinagsa.org/calendar>)

SUBJECT: Status report on Vina GSA.

FISCAL IMPACT: NONE

ACTION REQUESTED: Receive information, discuss and provide direction to staff.

9 PUBLIC HEARINGS - NONE

These matters are scheduled at the time stated and will be heard by the Board as close to the time stated as possible.

10 INFORMATION/CONSENT CALENDAR

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.

- 10.1 Warrant Sheet from March 15, 2024 to April 10, 2024, including payments, deposits, and transaction adjustments.

SUBJECT: Approve payments, deposits, and transaction adjustments.

FISCAL IMPACT: See attachments.

ACTION REQUESTED: APPROVE

ATTACHMENTS:

10.1.1 Warrant Sheet

10.1.2 Financials

10.1.3 Board Recap, Water Sales and AR Aging Report

- 10.2 Board of Directors Meeting Minutes of February 20, 2024 and March 15, 2024.

SUBJECT: Meeting Minutes of February 20, 2024 and March 18, 2024.

FISCAL IMPACT: NONE.

ACTION REQUESTED: APPROVE

ATTACHMENTS:

10.2 a Meeting Minutes of February 20, 2024

10.2 b Meeting Minutes of March 18, 2024

11 DISTRICT ENGINEER REPORT (NON-ACTION ITEMS)

- 11.1 USBR Grant-Funded Meter Replacement and Lead Service Laterals Assessment Project

SUBJECT: USBR Project update

FISCAL IMPACT: NONE

ACTION REQUESTED: Receive information, discuss and provide direction to staff.

ATTACHMENTS:

11.1 USBR Grant Expense Summary (04/11/2024)

12 DEVELOPMENT PROJECT REPORT (NON-ACTION ITEMS)

SUBJECT: Creekside Estates Development

FISCAL IMPACT: NONE

ACTION REQUESTED: Receive information, discuss and provide direction to staff.

ATTACHMENTS:

12 Creekside Estates Cost Summary (04/11/2024)

13 DISTRICT OUTREACH REPORT (NON-ACTION ITEMS)

SUBJECT: Report by Nicole Johansson on District outreach.

FISCAL IMPACT: NONE

ACTION REQUESTED: Receive information, discuss and provide direction to staff.

ATTACHMENTS:

13 District Outreach Report (04.2024)

14 WATER OPERATOR REPORT (NON-ACTION ITEMS)

SUBJECT: Report by water operator on previous month's activities.

FISCAL IMPACT: NONE

ACTION REQUESTED: Receive information, discuss and provide direction to staff.

ATTACHMENTS:

14.1 Water Operator Log for March 2024

14.2 Work Order Status Report for April 2024

15 DISTRICT COUNSEL REPORT (NON-ACTION ITEMS)

- 15.1 Easement Agreement between DID and DUSD for connections along east side of Durham Dayton Highway

16 REGULAR AGENDA

- 16.1 Consideration of District Bylaws

SUBJECT: *Continued from March 2024 board meeting.* Consideration of District Bylaws.

FISCAL IMPACT: NONE

ACTION REQUESTED: Adopt District Bylaws.

ATTACHMENTS: TK

- 16.2 Sealed Meter Policy

SUBJECT: Consider and adopt sealed meter policy. *Continued from March 2024 board meeting.*

FISCAL IMPACT: NONE

ACTION REQUESTED: Adopt sealed meter policy for accounts wishing to suspend water service for an extended period.

ATTACHMENTS:

16.2 Staff Report - Sealed Meter Policy (03.10.2024) (same as presented at March board meeting)

- 16.3 Emergency Water Hauling

SUBJECT: The Butte County Department of Emergency Services has received funding to continue its emergency water hauling program for county residents who have failing or dry wells. The Department has asked the District for consent to continue water hauling for customers beyond the jurisdiction of the District under the Governor's Executive Order N-7-22. *Continued from March 2024 board meeting.*

FISCAL IMPACT: UNKNOWN

ACTION REQUESTED: Authorize consent to continue water hauling program beyond jurisdiction.

- 16.4 Annual Review: Administrative Assistant Jeannie Trizzino
SUBJECT: Annual review of Administrative Assistant.
FISCAL IMPACT: 5% increase in annual payroll budget.
ACTION REQUESTED: Consider and approve proposed 5% pay increase for administrative assistant.

17 DIRECTORS' COMMENTS

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

18 ADJOURNMENT

Adjourn to the next Regular Board Meeting on May 21, 2024.

STATEMENT OF INTEREST

TO BE CONSIDERED FOR APPOINTMENT TO THE DURHAM IRRIGATION DISTRICT BOARD OF DIRECTORS, FOR DIVISION ***

With this Statement of Interest, I, Derek Schnrey, declare that I am a voter and a landowner within the boundaries of the Durham Irrigation District.

I would like to be considered to fill the vacant seat on the Durham Irrigation District Board of Directors for a term of office running through the first Friday of December 2024. If appointed, I would represent the District and its constituents to the best of my ability during that term.

I understand that the Board of Directors will consider appointing an eligible candidate at its Regular Meeting on Tuesday, April 16, 2024 at 5:30 pm. I will be available to appear either in person or by phone for an interview that day.

I attest that I am not aware of any conflicts of interest which would preclude me from serving on the Durham Irrigation District Board of Directors.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed this 21 day of March, 2024 in the city of Durham, California.

Please return this form to Jeannie Trizzino at the Durham Irrigation District office located at 9418-C Midway, Durham, CA 95938, or via email to info@didwater.org no later than April 11, 2024 by 12:00 pm.

Date: 3-21-24

Signature of Applicant: 

Printed Name: Derek Schnrey

STATEMENT OF INTEREST

TO BE CONSIDERED FOR APPOINTMENT TO THE DURHAM IRRIGATION DISTRICT BOARD OF DIRECTORS, FOR DIVISION ***

With this Statement of Interest, I, William J. VANASOK, declare that I am a voter and a landowner within the boundaries of the Durham Irrigation District.

I would like to be considered to fill the vacant seat on the Durham Irrigation District Board of Directors for a term of office running through the first Friday of December 2024. If appointed, I would represent the District and its constituents to the best of my ability during that term.

I understand that the Board of Directors will consider appointing an eligible candidate at its Regular Meeting on Tuesday, April 16, 2024 at 5:30 pm. I will be available to appear either in person or by phone for an interview that day.

I attest that I am not aware of any conflicts of interest which would preclude me from serving on the Durham Irrigation District Board of Directors.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed this 21st day of MARCH, 2024 in the city of DURHAM, California.

Please return this form to Jeannie Trizzino at the Durham Irrigation District office located at 9418-C Midway, Durham, CA 95938, or via email to info@didwater.org no later than April 11, 2024 by 12:00 pm.

Date: 3/21/24

Signature of Applicant: William J. Vanasok

Printed Name: William J. VANASOK



March 20, 2024

The Honorable Congressman Doug LaMalfa
U.S. House of Representatives
408 Cannon House Office Building
Washington DC 20515

RE: Cosponsor Request – H.R. 7525 Special District Grant Accessibility Act

Dear Representative LaMalfa,

On behalf of the Durham Irrigation District, we respectfully request that you cosponsor the *Special District Grant Accessibility Act* (H.R. 7525). This important bipartisan bill would establish a formal definition of “special district” in federal law, as well as require the Office of Management and Budget (OMB) to issue guidance to federal agencies requiring special districts to be recognized as local governments for the purpose of federal financial assistance determinations.


Established in 1948, the Durham Irrigation District (DID) has been a cornerstone in providing water services to the unincorporated Butte County community of Durham. With approximately 500 connections within the small town, DID serves as a lifeline to homes, churches, schools, and businesses.

Special districts are local governments created by the people of a community to deliver specialized services essential to their health, safety, economy, and well-being. In the State of California, there are over 2,000 special districts providing a broad range of essential services and infrastructure.

Despite the significance of special districts throughout the United States, federal law lacks a consistent definition of these special purpose units of local government. As a result, some communities served by special districts face challenges in accessing federal funding opportunities as their local service providers are commonly omitted from the definition of eligible units of local government in legislative proposals that authorize federal programs and funding. Moreover, special districts lack official population figures and are therefore not recognized by the U.S. Census Bureau as “geographic units of government.” As a result, special districts are unable to gain access to certain formula-driven grants and resources.

Sponsored by Representatives Pat Fallon (R-TX) and Brittany Pettersen (D-CO), the *Special District Grant Accessibility Act* represents a long-overdue, bipartisan effort designed to ensure that special districts have the same access to federal resources as other units of local government. Again, we urge you to cosponsor this important legislation and we ask that you work with your House colleagues to prioritize its passage.

Sincerely,



Matt Doyle
Chair, Board of Directors
Durham Irrigation District

cc: California Special Districts Association [via email: advocacy@cdda.net]

FILE: 1_Management\Correspondence\California Special Districts Association

DURHAM IRRIGATION DISTRICT

10.1.1

Check Issue Date: 4/16/2024

Cash Balance Date
3/31/2024

Check No.	Stmt Date	Invoice Number	Payee	Invoice Amount	Check Amount	Notes	Financial Category	\$	119,534.60
Stipends									
10126	Stipend Form	-	Matt Doyle		\$ 200.00	(1) 4/16 DID BOD; (2) 4/10 Vina GSA BOD		\$	119,334.60
10127	Stipend Form	-	Kevin Phillips		\$ 100.00	(1) 4/16 DID BOD		\$	119,234.60
					Subtotal Stipend	\$ 300.00	Subtotal Balance	\$	119,234.60
Regular Water System Maintenance and Operations									
10128	4/1/2024	15162	J.C. Hernandez		\$ 800.00	Mar 2024 alley cleanup		\$	118,434.60
10129	3/26/2024	2402322-28	Pace Analytical Services LLC		\$ 192.92	water quality testing		\$	118,241.68
10130	3/18/2024	2403-051467	Tozier's True Value		\$ 10.71	marking spray		\$	118,230.97
10131	3/27/2024	15093	Trites Backflow Services, Inc.		\$ 1,750.00	annual backflow inspection and repairs		\$	116,480.97
					Subtotal Water Operations	\$2,753.63	Subtotal Balance	\$	116,480.97
Water System Emergency Repair/Replacement									
								NONE	\$ 116,480.97
					Subtotal Water System Repair	\$0.00	Subtotal Balance	\$	116,480.97

10.1.1

DURHAM IRRIGATION DISTRICT

Check No.	Stmt Date	Invoice Number	Payee	Invoice Amount	Check Amount	Notes	Financial Category
Utility & Supplies							
online debit	3/22/2024	2024031401	Paychex		\$ 70.90	payroll fees + PTO accrual fee	\$ 116,410.07
online debit	4/5/2024	2024032901	Paychex		\$ 70.90	payroll fees + PTO accrual fee	\$ 116,339.17
10132	4/11/2024	-	Camp & McLaughlin		\$ 650.00	April rent	\$ 115,689.17
10133	3/28/2024	-		\$ 83.50		9418 Midway #C (Office)(0596196710-5)	\$ 110,850.87
	3/26/2024	-		\$ 2,170.03		Durham Dayton Rd 20'W (5773099695-6)	\$ 110,850.87
	3/27/2024	-	PGE	\$ 1,325.14	\$ 4,838.30	Holland Ave E/S & 500S Serviss (6812590736-7)	\$ 110,850.87
	3/28/2024	-		\$ 32.05		Holland Ave S 300' (7938916943-8)	\$ 110,850.87
	3/28/2024	-		\$ 1,227.58		9389 Goodspeed St (9856464053-5)	\$ 110,850.87
10134	3/29/2024	8551002752690	Recology		\$ 137.29	garbage service (Well 5)	\$ 110,713.58
10135	3/31/2024	-	Sequoyah Software		\$ 130.00	billing software; email bill service	\$ 110,583.58
10136	4/1/2024	460814F9-0041	Streamline		\$ 84.00	website host	\$ 110,499.58
Subtotal Utility					\$5,981.39		Subtotal Balance \$ 110,499.58

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	3/22/2024	-	Withholdings - Trizzino		\$ 508.97		\$ 109,990.61
online debit	4/5/2024	-	Withholdings - Trizzino		\$ 414.02		\$ 109,576.59
online debit	3/22/2024	-	Employee - Trizzino		\$ 1,112.97	Administrative Support	\$ 108,463.62
online debit	4/5/2024	-	Employee - Trizzino		\$ 980.05	Administrative Support	\$ 107,483.57
Contractors							
10137	4/1/2024	8412	Sheryl Bosman		\$ 525.00	Bookkeeping Services	\$ 106,958.57
10138	4/4/2024	82248	NorthStar		\$ 1,237.50	CIP Budget/Rate Study - \$ 797.50 DUSD Easement - \$ 0 USBR Engineering - \$ 0 USBR Cultural Compliance - \$ 0 Meetings - \$ 440.00 Operational Support - \$ 0 Grant Application Support - \$ 0 Litigation - Meetings - \$ 0 Litigation - Cost of Service Study - \$ 0	\$ 105,721.07
10139	4/1/2024	6542	Prentice Long, PC		\$ 1,776.00	Legal Services	\$ 103,945.07
Water Operations							
10140	4/1/2024	6405-181	Sierra Water Utility		\$ 3,558.71	Water Operator Services	\$ 100,386.36
Subtotal Admin. Ops. & Mgmt.					\$10,113.22		Subtotal Balance \$ 100,386.36

DURHAM IRRIGATION DISTRICT

Check No.	Stmt Date	Invoice Number	Payee	Invoice Amount	Check Amount	Notes	Financial Category
Agency Fees, Association Dues & Reimbursables							
<i>Fees & Dues</i>							
online debit	4/2/2024	-	PaySafe/PayStation Fee		\$ 362.99	"mtot" on bank statement	\$ 100,023.37
10141	4/2/2024	30084	Butte County Air Quality Management District		\$ 465.19	backup generator permits - 2024-2025	\$ 99,558.18
<i>Reimbursable Payments</i>							
NONE							\$ 99,558.18
Subtotal Fees & Reimbursables					\$828.18		Subtotal Balance \$ 99,558.18
<i>Other Expenses</i>							
NONE							\$ 99,558.18
Other Expenses					\$0.00		Subtotal Balance \$ 99,558.18

DURHAM IRRIGATION DISTRICT

Check No.	Stmt Date	Invoice Number	Payee	Invoice Amount	Check Amount	Notes	Financial Category
Development Projects							
			Contractor			Project	
10142	4/1/2024	6543	Prentice Long PC		\$ 55.50	Creekside Estates - \$ 55.50 DUSD - \$ 0	\$ 99,502.68
Subtotal Development Projects					\$ 55.50		Subtotal Balance \$ 99,502.68
SUBTOTAL PAYMENTS					\$20,031.92		
							Subtotal Remaining Balance \$ 99,502.68
							Check Refund/Cancelled Register Total
							TOTAL REMAINING BALANCE \$ 99,502.68

Petty Cash

	Cash on Hand	\$ 110.00
	Balance Remaining On Hand	\$ 110.00

Check / Payment Refund / Cancel or Void Check Register

Date	CK/Pmt Refund	Status	Paid to	Check Amount	Notes
NONE					

Director Signature _____	Director Signature _____
Date _____	Date _____

DURHAM IRRIGATION DISTRICT

Deposit Register

Date	Deposit	Deposit Amount	Other Notes
4-Mar-24	Cash/Check Deposit	\$ 2,227.38	
12-Mar-24	Cash/Check Deposit	\$ 3,763.73	
12-Mar-24	Cash/Check Deposit	\$ 4,446.69	
12-Mar-24	Cash/Check Deposit	\$ 3,189.52	
19-Mar-24	Cash/Check Deposit	\$ 7,306.79	
25-Mar-24	Cash/Check Deposit	\$ 1,338.52	
28-Mar-24	Cash/Check Deposit	\$ 1,907.28	
03/01/2024-03/31/2024	Paystation Payments	\$ 8,113.68	
	Subtotal Water Sales Deposits	\$ 32,293.59	<i>incl. \$364.00 USBR Meter fees separate from above</i>

Water Meter Sales	Location
NONE	
Bank Adjustments & Other	Notes
12-Mar-24	Notice of Adjustment <i>debit</i> \$ (0.50)
14-Mar-24	NSF Charge \$ (10.00)
	Other Deposits \$ (10.50)
	Total Deposits \$ 32,283.09

Deposit Register for Development Projects Account

NONE	
Total Development Project Deposits	\$ -

Director Signature _____	Director Signature _____
Date _____	Date _____

DEPOSIT LIST - PAYMENT RECAP
3/1/2024 thru 3/31/2024 -- All Batches

<u>SERVICE</u>	<u>AMOUNT</u>
%Penalty	\$278.26
Credit	\$1,441.12
MtrUSB	\$364.00
NSF	\$25.00
Water	\$29,456.86
Water1	\$76.00
	<hr/> <hr/>
	\$31,641.24

Durham Irrigation District

Balance Sheet

As of March 31, 2024

10.1.2 a

Mar 31, 24

ASSETS

Current Assets

Checking/Savings

Current Assets

Cash	119,534.60
Cash on Hand	100.00
Development Fees	36,660.24
Savings	14,382.10
California CLASS	102,053.04

Total Current Assets 272,729.98

Total Checking/Savings 272,729.98

Other Current Assets

Taxes Receivable	3,336.00
A/R	-3,336.00

Total Other Current Assets 0.00

Total Current Assets 272,729.98

Fixed Assets

CAPITAL ASSETS

Depreciable Assets

Equipment	101,440.80
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 606,669.80

Total CAPITAL ASSETS 606,669.80

Non-Depreciable Assets

Land	20,331.00
------	-----------

Total Non-Depreciable Assets 20,331.00

Total Fixed Assets 627,000.80

TOTAL ASSETS 899,730.78

LIABILITIES & EQUITY

Equity

NET POSITION

Net Investment in Capital Asset 566,549.00

Total NET POSITION 566,549.00

Unrestricted Net Assets 325,504.36

Net Income 7,677.42

Total Equity 899,730.78

TOTAL LIABILITIES & EQUITY 899,730.78

Durham Irrigation District

Profit & Loss

10.1.2 b

January through March 2024

	Jan 24	Feb 24	Mar 24	TOTAL
Ordinary Income/Expense				
Income				
Water Sales Income				
OPERATING REVENUES				
Demand Fees	30.00	30.00	0.00	60.00
Meter Sales	224.00	255.36	0.00	479.36
Water Sales	35,358.10	31,296.01	31,208.89	97,863.00
Total OPERATING REVENUES	35,612.10	31,581.37	31,208.89	98,402.36
Total Water Sales Income	35,612.10	31,581.37	31,208.89	98,402.36
Total Income	35,612.10	31,581.37	31,208.89	98,402.36
Expense				
Contract Services				
Accounting Fees	775.00	9,835.66	556.25	11,166.91
Engineering Support	1,010.00	5,440.00	3,520.00	9,970.00
Legal Fees	3,163.50	499.50	1,942.50	5,605.50
Management & Administration	1,125.00	1,190.44	1,893.75	4,209.19
Total Contract Services	6,073.50	16,965.60	7,912.50	30,951.60
OPERATING EXPENSES				
Administration				
Board Stipends	300.00	300.00	300.00	900.00
District Wages, Taxes, Insur.				
Insurance	1,283.20	0.00	0.00	1,283.20
Payroll Service Fees	393.30	141.80	141.80	676.90
Payroll Tax Expense	676.48	277.27	276.71	1,230.46
Wages	2,562.00	2,380.00	2,541.00	7,483.00
Total District Wages, Taxes, Insur.	4,914.98	2,799.07	2,959.51	10,673.56
Fees, Dues, Memberships	4,809.16	0.00	434.00	5,243.16
Office Expense				
Postage	500.00	0.00	300.00	800.00
Supplies	44.90	-52.95	0.00	-8.05
Website Hosting	84.00	84.00	84.00	252.00
Total Office Expense	628.90	31.05	384.00	1,043.95
Rent	760.31	761.33	650.00	2,171.64
Software Fees	130.00	130.00	250.00	510.00
Utilities				
Garbage	0.00	271.05	137.29	408.34
Gas & Electric	4,423.37	4,963.18	4,951.09	14,337.64
Telephone/Internet	218.80	362.56	218.80	800.16
Total Utilities	4,642.17	5,596.79	5,307.18	15,546.14
Water System Maint, Repair, Repl				
Regular Operations & Maint				
O & M Supplies	195.84	64.21	707.30	967.35
Water Testing Fees	0.00	656.24	0.00	656.24
Weed Management	0.00	1,600.00	800.00	2,400.00
Total Regular Operations & Maint	195.84	2,320.45	1,507.30	4,023.59

Durham Irrigation District
Profit & Loss
January through March 2024

	<u>Jan 24</u>	<u>Feb 24</u>	<u>Mar 24</u>	<u>TOTAL</u>
Water System Repair & Repl.+				
Repairs & Maint.	0.00	6,015.00	0.00	6,015.00
Contractor	0.00	3,373.24	0.00	3,373.24
Water Operator	3,558.71	3,558.71	3,558.71	10,676.13
Total Water System Repair & Repl.+	<u>3,558.71</u>	<u>12,946.95</u>	<u>3,558.71</u>	<u>20,064.37</u>
Total Water System Maint,Repair,Repl	<u>3,754.55</u>	<u>15,267.40</u>	<u>5,066.01</u>	<u>24,087.96</u>
Total Administration	19,940.07	24,885.64	15,350.70	60,176.41
Bank Service Charges	356.01	336.97	275.52	968.50
Total OPERATING EXPENSES	<u>20,296.08</u>	<u>25,222.61</u>	<u>15,626.22</u>	<u>61,144.91</u>
Total Expense	<u>26,369.58</u>	<u>42,188.21</u>	<u>23,538.72</u>	<u>92,096.51</u>
Net Ordinary Income	9,242.52	-10,606.84	7,670.17	6,305.85
Other Income/Expense				
Other Income				
NON-OPERATING REVENUE				
Interest Income	468.93	436.07	466.57	1,371.57
Total NON-OPERATING REVENUE	<u>468.93</u>	<u>436.07</u>	<u>466.57</u>	<u>1,371.57</u>
Total Other Income	<u>468.93</u>	<u>436.07</u>	<u>466.57</u>	<u>1,371.57</u>
Net Other Income	468.93	436.07	466.57	1,371.57
Net Income	<u><u>9,711.45</u></u>	<u><u>-10,170.77</u></u>	<u><u>8,136.74</u></u>	<u><u>7,677.42</u></u>

Durham Irrigation District

Profit & Loss

10.1.2 c

January through March 2024

TOTAL				
	Jan - Mar 24	Jan - Mar 23	\$ Change	% Change
Ordinary Income/Expense				
Income				
Water Sales Income				
OPERATING REVENUES				
Demand Fees	60.00	60.00	0.00	0.0%
Meter Sales	479.36	2,600.00	-2,120.64	-81.56%
Water Sales	97,863.00	71,881.62	25,981.38	36.15%
Total OPERATING REVENUES	98,402.36	74,541.62	23,860.74	32.01%
Total Water Sales Income	98,402.36	74,541.62	23,860.74	32.01%
Total Income	98,402.36	74,541.62	23,860.74	32.01%
Expense				
Contract Services				
Accounting Fees	11,166.91	7,980.98	3,185.93	39.92%
Engineering Support	9,970.00	19,705.50	-9,735.50	-49.41%
Legal Fees	5,605.50	22,742.56	-17,137.06	-75.35%
Management & Administration	4,209.19	1,818.75	2,390.44	131.43%
Total Contract Services	30,951.60	52,247.79	-21,296.19	-40.76%
OPERATING EXPENSES				
Administration				
Board Stipends	900.00	1,500.00	-600.00	-40.0%
District Wages, Taxes, Insur.				
Insurance	1,283.20	1,190.86	92.34	7.75%
Payroll Service Fees	676.90	555.80	121.10	21.79%
Payroll Tax Expense	1,230.46	1,009.89	220.57	21.84%
Wages	7,483.00	9,541.00	-2,058.00	-21.57%
Total District Wages, Taxes, Insur.	10,673.56	12,297.55	-1,623.99	-13.21%
Fees, Dues, Memberships	5,243.16	4,990.58	252.58	5.06%
Office Expense				
Postage	800.00	1,200.00	-400.00	-33.33%
Software	0.00	137.50	-137.50	-100.0%
Supplies	-8.05	1,343.27	-1,351.32	-100.6%
Website Hosting	252.00	225.00	27.00	12.0%
Total Office Expense	1,043.95	2,905.77	-1,861.82	-64.07%
Rent	2,171.64	2,121.33	50.31	2.37%
Software Fees	510.00	450.00	60.00	13.33%
Utilities				
Garbage	408.34	391.66	16.68	4.26%
Gas & Electric	14,337.64	11,975.26	2,362.38	19.73%
Telephone/Internet	800.16	746.04	54.12	7.25%
Total Utilities	15,546.14	13,112.96	2,433.18	18.56%
Water System Maint,Repair,Repl				
Regular Operations & Maint				
O & M Supplies	967.35	7,731.35	-6,764.00	-87.49%
Water Testing Fees	656.24	718.40	-62.16	-8.65%

Durham Irrigation District
Profit & Loss
 January through March 2024

	TOTAL			
	Jan - Mar 24	Jan - Mar 23	\$ Change	% Change
Weed Management	2,400.00	3,600.00	-1,200.00	-33.33%
Total Regular Operations & Maint	4,023.59	12,049.75	-8,026.16	-66.61%
Water System Repair & Repl.+				
Repairs & Maint.	6,015.00	7,709.79	-1,694.79	-21.98%
Contractor	3,373.24	0.00	3,373.24	100.0%
Water Operator	10,676.13	10,134.84	541.29	5.34%
Total Water System Repair & Repl.+	20,064.37	17,844.63	2,219.74	12.44%
Total Water System Maint,Repair,Repl	24,087.96	29,894.38	-5,806.42	-19.42%
Total Administration	60,176.41	67,272.57	-7,096.16	-10.55%
Bank Service Charges	968.50	900.67	67.83	7.53%
Total OPERATING EXPENSES	61,144.91	68,173.24	-7,028.33	-10.31%
Total Expense	92,096.51	120,421.03	-28,324.52	-23.52%
Net Ordinary Income	6,305.85	-45,879.41	52,185.26	113.74%
Other Income/Expense				
Other Income				
NON-OPERATING REVENUE				
Interest Income	1,371.57	2,104.71	-733.14	-34.83%
Total NON-OPERATING REVENUE	1,371.57	2,104.71	-733.14	-34.83%
Total Other Income	1,371.57	2,104.71	-733.14	-34.83%
Net Other Income	1,371.57	2,104.71	-733.14	-34.83%
Net Income	7,677.42	-43,774.70	51,452.12	117.54%

Durham Irrigation District
General Ledger
As of March 31, 2024

Date	Num	Name	Memo	Paid Amount	Balance
Current Assets					264,593.24
Cash					111,864.43
03/01/2024		Postalia		-300.00	111,564.43
03/01/2024		Deposit	Deposit	802.00	112,366.43
03/04/2024		Deposit	Deposit	2,227.38	114,593.81
03/04/2024		Deposit	Deposit	995.69	115,589.50
03/04/2024		Deposit	Deposit	665.97	116,255.47
03/04/2024		Deposit	Deposit	458.30	116,713.77
03/04/2024		Bank Charge		-265.52	116,448.25
03/05/2024		Deposit	Deposit	197.00	116,645.25
03/06/2024		Deposit	Deposit	1,021.14	117,666.39
03/07/2024		Deposit	Deposit	422.43	118,088.82
03/07/2024		Wages		-805.52	117,283.30
03/08/2024		Deposit	Deposit	35.07	117,318.37
03/08/2024		Paychex		-70.90	117,247.47
03/08/2024		Payroll Taxes		-390.25	116,857.22
03/11/2024		Deposit	Deposit	63.78	116,921.00
03/11/2024		Deposit	Deposit	38.07	116,959.07
03/12/2024		Deposit	Deposit	4,446.69	121,405.76
03/12/2024		Deposit	Deposit	3,763.73	125,169.49
03/12/2024		Deposit	Deposit	3,189.52	128,359.01
03/12/2024		Deposit	Deposit	618.81	128,977.82
03/12/2024		Adj. to deposit		-0.50	128,977.32
03/13/2024		Deposit	Deposit	118.20	129,095.52
03/13/2024		Comcast		-218.80	128,876.72
03/14/2024		Deposit	Deposit	555.65	129,432.37
03/14/2024		Bank Charge		-10.00	129,422.37
03/14/2024		Returned Item	returned item	-1,084.20	128,338.17
03/15/2024		Deposit	Deposit	401.51	128,739.68
03/18/2024	10111	James M. Doyle	Mar 2024	-200.00	128,539.68
03/18/2024	10112	Kevin Phillips	Mar 2024	-100.00	128,439.68
03/18/2024	10113	JC Hernandez Mainten...	Feb 2024 clean-up	-800.00	127,639.68
03/18/2024	10114	Sierra Water Utility	chlorine, parts	-707.30	126,932.38
03/18/2024	10115	Camp & McLaughlin	Mar 2024 rent	-650.00	126,282.38
03/18/2024	10116	PG & E		-4,951.09	121,331.29
03/18/2024	10117	Recology		-137.29	121,194.00
03/18/2024	10118	Sequoyah		-250.00	120,944.00
03/18/2024	10119	Streamline		-84.00	120,860.00
03/18/2024	10120	Sheryl Bosman	bookkeeping Feb 2024	-556.25	120,303.75
03/18/2024	10121	Nicole Lee Johnnasson	outreach consulting	-1,893.75	118,410.00
03/18/2024	10122	Northstar Engineering		-3,520.00	114,890.00
03/18/2024	10123	Prentice Long, PC		-1,942.50	112,947.50
03/18/2024	10124	Sierra Water Utility	water operator	-3,558.71	109,388.79
03/18/2024	10125	Butte County Environ...	permit	-434.00	108,954.79
03/18/2024		Deposit	Deposit	489.91	109,444.70
03/18/2024		Deposit	Deposit	345.65	109,790.35
03/18/2024		Deposit	Deposit	39.07	109,829.42
03/19/2024		Deposit	Deposit	7,306.79	117,136.21
03/19/2024		Deposit	Deposit	68.00	117,204.21
03/20/2024		Deposit	Deposit	41.07	117,245.28
03/21/2024		Wages		-1,112.97	116,132.31
03/21/2024		Deposit	Deposit	237.01	116,369.32
03/22/2024		Deposit	Deposit	272.55	116,641.87
03/22/2024		Paychex		-70.90	116,570.97
03/22/2024		Payroll Taxes		-508.97	116,062.00
03/25/2024		Deposit	Deposit	152.56	116,214.56
03/25/2024		Deposit	Deposit	1,338.52	117,553.08
03/27/2024		Deposit	Deposit	74.24	117,627.32
03/28/2024		Deposit	Deposit	1,907.28	119,534.60
Total Cash				7,670.17	119,534.60
Cash on Hand					100.00
Total Cash on Hand					100.00
Development Fees					36,660.24
Total Development Fees					36,660.24
Savings					14,381.98

Durham Irrigation District
General Ledger
As of March 31, 2024

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Paid Amount</u>	<u>Balance</u>
03/31/2024		Deposit	Deposit	0.12	14,382.10
		Total Savings		0.12	14,382.10
		California CLASS			101,586.59
03/31/2024		Deposit	Deposit	466.45	102,053.04
		Total California CLASS		466.45	102,053.04
		Total Current Assets		8,136.74	272,729.98
		Taxes Receivable			3,336.00
		Total Taxes Receivable			3,336.00
		A/R			-3,336.00
		Total A/R			-3,336.00
		CAPITAL ASSETS			606,669.80
		Depreciable Assets			606,669.80
		Equipment			101,440.80
		Total Equipment			101,440.80
		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			606,669.80
		Total CAPITAL ASSETS			606,669.80
		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			-325,504.36
		Total Unrestricted Net Assets			-325,504.36
		Water Sales Income			-67,193.47
		OPERATING REVENUES			-67,193.47
		Demand Fees			-60.00
		Total Demand Fees			-60.00
		Meter Sales			-479.36
		Total Meter Sales			-479.36
		Water Sales			-66,654.11
03/01/2024		Deposit	Deposit	-802.00	-67,456.11
03/04/2024		Deposit	Deposit	-2,227.38	-69,683.49
03/04/2024		Deposit	Deposit	-995.69	-70,679.18
03/04/2024		Deposit	Deposit	-665.97	-71,345.15
03/04/2024		Deposit	Deposit	-458.30	-71,803.45
03/05/2024		Deposit	Deposit	-197.00	-72,000.45
03/06/2024		Deposit	Deposit	-1,021.14	-73,021.59

**Durham Irrigation District
General Ledger
As of March 31, 2024**

Date	Num	Name	Memo	Paid Amount	Balance
03/07/2024		Deposit	Deposit	-422.43	-73,444.02
03/08/2024		Deposit	Deposit	-35.07	-73,479.09
03/11/2024		Deposit	Deposit	-63.78	-73,542.87
03/11/2024		Deposit	Deposit	-38.07	-73,580.94
03/12/2024		Deposit	Deposit	-4,446.69	-78,027.63
03/12/2024		Deposit	Deposit	-3,763.73	-81,791.36
03/12/2024		Deposit	Deposit	-3,189.52	-84,980.88
03/12/2024		Deposit	Deposit	-618.81	-85,599.69
03/12/2024		Adj. to deposit		0.50	-85,599.19
03/13/2024		Deposit	Deposit	-118.20	-85,717.39
03/14/2024		Deposit	Deposit	-555.65	-86,273.04
03/14/2024		Returned Item	returned item	1,084.20	-85,188.84
03/15/2024		Deposit	Deposit	-401.51	-85,590.35
03/18/2024		Deposit	Deposit	-489.91	-86,080.26
03/18/2024		Deposit	Deposit	-345.65	-86,425.91
03/18/2024		Deposit	Deposit	-39.07	-86,464.98
03/19/2024		Deposit	Deposit	-7,306.79	-93,771.77
03/19/2024		Deposit	Deposit	-68.00	-93,839.77
03/20/2024		Deposit	Deposit	-41.07	-93,880.84
03/21/2024		Deposit	Deposit	-237.01	-94,117.85
03/22/2024		Deposit	Deposit	-272.55	-94,390.40
03/25/2024		Deposit	Deposit	-152.56	-94,542.96
03/25/2024		Deposit	Deposit	-1,338.52	-95,881.48
03/27/2024		Deposit	Deposit	-74.24	-95,955.72
03/28/2024		Deposit	Deposit	-1,907.28	-97,863.00
Total Water Sales				-31,208.89	-97,863.00
Total OPERATING REVENUES				-31,208.89	-98,402.36
Total Water Sales Income				-31,208.89	-98,402.36
Contract Services					23,039.10
Accounting Fees					10,610.66
03/18/2024	10120	Sheryl Bosman	bookkeeping Feb 2024	556.25	11,166.91
Total Accounting Fees				556.25	11,166.91
Engineering Support					6,450.00
03/18/2024	10122	Northstar Engineering	USBR engineering	110.00	6,560.00
03/18/2024	10122	Northstar Engineering	operational support	2,280.00	8,840.00
03/18/2024	10122	Northstar Engineering	grant application supp...	110.00	8,950.00
03/18/2024	10122	Northstar Engineering	meetings	1,020.00	9,970.00
Total Engineering Support				3,520.00	9,970.00
Legal Fees					3,663.00
03/18/2024	10123	Prentice Long, PC		1,942.50	5,605.50
Total Legal Fees				1,942.50	5,605.50
Management & Administration					2,315.44
03/18/2024	10121	Nicole Lee Johnnasson	outreach consulting	1,893.75	4,209.19
Total Management & Administration				1,893.75	4,209.19
Total Contract Services				7,912.50	30,951.60
OPERATING EXPENSES					45,518.69
Administration					44,825.71
Board Stipends					600.00
03/18/2024	10111	James M. Doyle	Mar 2024	200.00	800.00
03/18/2024	10112	Kevin Phillips	Mar 2024	100.00	900.00
Total Board Stipends				300.00	900.00
District Wages, Taxes, Insur.					7,714.05
Insurance					1,283.20
Total Insurance					1,283.20
Payroll Service Fees					535.10

Durham Irrigation District
General Ledger
As of March 31, 2024

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Paid Amount</u>	<u>Balance</u>
03/08/2024		Paychex		70.90	606.00
03/22/2024		Paychex		70.90	676.90
		Total Payroll Service Fees		141.80	676.90
		Payroll Tax Expense			953.75
03/07/2024		Wages		-265.48	688.27
03/08/2024		Payroll Taxes		390.25	1,078.52
03/21/2024		Wages		-357.03	721.49
03/22/2024		Payroll Taxes		508.97	1,230.46
		Total Payroll Tax Expense		276.71	1,230.46
		Wages			4,942.00
03/07/2024		Wages		1,071.00	6,013.00
03/21/2024		Wages		1,470.00	7,483.00
		Total Wages		2,541.00	7,483.00
		Total District Wages, Taxes, Insur.		2,959.51	10,673.56
		Fees, Dues, Memberships			4,809.16
03/18/2024	10125	Butte County Environm...	permit	434.00	5,243.16
		Total Fees, Dues, Memberships		434.00	5,243.16
		Office Expense			659.95
		Postage			500.00
03/01/2024		Postalia		300.00	800.00
		Total Postage		300.00	800.00
		Supplies			-8.05
		Total Supplies			-8.05
		Website Hosting			168.00
03/18/2024	10119	Streamline		84.00	252.00
		Total Website Hosting		84.00	252.00
		Total Office Expense		384.00	1,043.95
		Rent			1,521.64
03/18/2024	10115	Camp & McLaughlin	Mar 2024 rent	650.00	2,171.64
		Total Rent		650.00	2,171.64
		Software Fees			260.00
03/18/2024	10118	Sequoyah		250.00	510.00
		Total Software Fees		250.00	510.00
		Utilities			10,238.96
		Garbage			271.05
03/18/2024	10117	Recology		137.29	408.34
		Total Garbage		137.29	408.34
		Gas & Electric			9,386.55
03/18/2024	10116	PG & E		4,951.09	14,337.64
		Total Gas & Electric		4,951.09	14,337.64
		Telephone/Internet			581.36
03/13/2024		Comcast		218.80	800.16
		Total Telephone/Internet		218.80	800.16
		Total Utilities		5,307.18	15,546.14
		Water System Maint,Repair,Repl			19,021.95
		Regular Operations & Maint			2,516.29
		O & M Supplies			260.05

Durham Irrigation District
General Ledger
As of March 31, 2024

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Paid Amount</u>	<u>Balance</u>
03/18/2024	10114	Sierra Water Utility	chlorine, parts	707.30	967.35
		Total O & M Supplies		707.30	967.35
		Water Testing Fees			656.24
		Total Water Testing Fees			656.24
		Weed Management			1,600.00
03/18/2024	10113	JC Hernandez Mainten...	Feb 2024 clean-up	800.00	2,400.00
		Total Weed Management		800.00	2,400.00
		Total Regular Operations & Maint		1,507.30	4,023.59
		Water System Repair & Repl.+ Repairs & Maint.			16,505.66
		Total Repairs & Maint.			6,015.00
		Contractor			3,373.24
		Total Contractor			3,373.24
		Water Operator			7,117.42
03/18/2024	10124	Sierra Water Utility	water operator	3,558.71	10,676.13
		Total Water Operator		3,558.71	10,676.13
		Total Water System Repair & Repl.+		3,558.71	20,064.37
		Total Water System Maint,Repair,Repl		5,066.01	24,087.96
		Total Administration		15,350.70	60,176.41
		Bank Service Charges			692.98
03/04/2024		Bank Charge		265.52	958.50
03/14/2024		Bank Charge		10.00	968.50
		Total Bank Service Charges		275.52	968.50
		Total OPERATING EXPENSES		15,626.22	61,144.91
		NON-OPERATING REVENUE			-905.00
		Interest Income			-905.00
03/31/2024		Deposit	Deposit	-0.12	-905.12
03/31/2024		Deposit	Deposit	-466.45	-1,371.57
		Total Interest Income		-466.57	-1,371.57
		Total NON-OPERATING REVENUE		-466.57	-1,371.57
TOTAL				0.00	0.00

4/11/2024

**Durham Irrigation District
Monthly Billing Recap 3/1/2024 thru 3/31/2024**

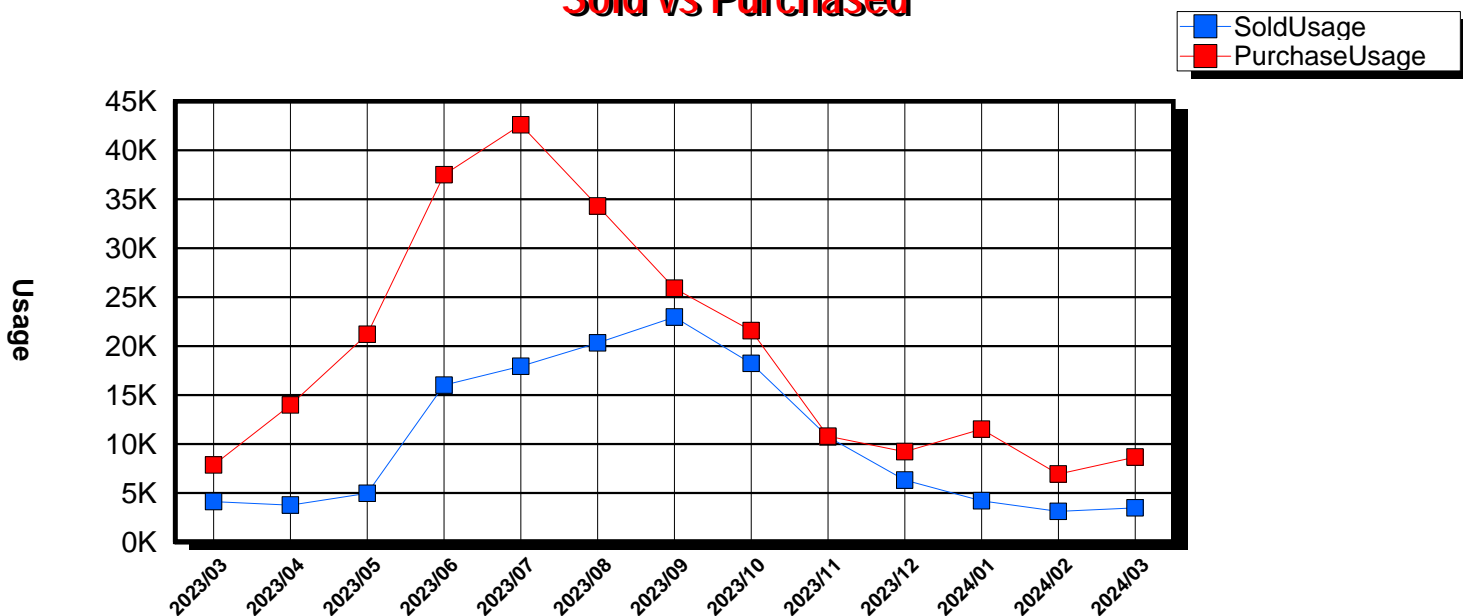
1

	<u>Amount</u>	<u>Count</u>				
Water Purchased or Produced this month	0					
Water Sold this month	3,859					
Water System used or accountable loss	0					
Water Loss	0.00 %	3,859				
<hr/>						
Total Water Sales this month	28,430.67	475				
Total Penalties this month	248.88	86				
Total Adjustments this month	0.00	36				
Total of other charges this month	1,005.00	13				
Total Current Charges	29,684.55					
<hr/>						
Current Balance	-5,123.21	205				
30 Days Past Due	2,031.28	19				
60 Days Past Due	1,490.44	4				
90 Days Past Due	8,377.30	35				
Total Accounts Receivable	6,775.82					
<hr/>						
Total Payments Received	31,641.24	397				
<hr/>						
New Memberships	0.00	1				
<hr/>						
Active Accounts	6,199.97	475				
InActive Accounts	575.85	68				
Forfeiture Accounts	0.00	0				
<hr/>						
Average Water Usage	8					
Average Water Charge	59.85					
<hr/>						
Low Range	High Range	Usage	Count	Sales	% Usage	% Sales
0	0	0	0	0.00	0.00	0.00
0	0	0	152	10,014.42	0.00	35.22
1	2,000	3,859	323	18,416.25	100.00	64.78
2,001	4,000	0	0	0.00	0.00	0.00
4,001	6,000	0	0	0.00	0.00	0.00
6,001	8,000	0	0	0.00	0.00	0.00
8,001	10,000	0	0	0.00	0.00	0.00
10,001	20,000	0	0	0.00	0.00	0.00
20,001	30,000	0	0	0.00	0.00	0.00
30,001	40,000	0	0	0.00	0.00	0.00
40,001	50,000	0	0	0.00	0.00	0.00
50,001	999,999,999	0	0	0.00	0.00	0.00
		3,859	475	28,430.67		
<hr/>						
Accounts Receivable Last Month Ending	8,732.51					
Sales/Charges this Month	29,684.55					
Adjustments this Month	0.00					
Less: Payments this Month	31,641.24					
Accounts Receivable Total	6,775.82	6,775.82				

Pump Total

<u>Year/Month</u>	<u>Purchased</u>	<u>Sold</u>	<u>Loss</u>	<u>Pct</u>
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
2023/08	34,310	20,331	-13,979	-40.7
2023/09	25,905	22,965	-2,940	-11.3
2023/10	21,581	18,237	-3,344	-15.5
2023/11	10,797	10,729	-68	-0.6
2023/12	9,221	6,316	-2,905	-31.5
2024/01	11,522	4,208	-7,314	-63.5
2024/02	6,936	3,118	-3,818	-55.0
2024/03	8,666	3,477	-5,189	-59.9

Sold vs Purchased



<u>Acct</u>	<u>Name</u>		<u>Balance</u>	<u>4/1/2024</u> <u>Current</u>	<u>30 Days</u>	<u>60-Days</u>	<u>90-Days</u>
291	Guerra, Diego & Marisa	9665 Teal Ln	1,290.14	79.43	107.09	91.73	1,011.89
80	Day, David	9389 Midway	1,112.82	63.78	78.15	77.19	893.70
212	Kellogg, Deanna	2415 Florida Ln	1,072.30	60.07	50.94	90.38	870.91
174	Cole, Leslie Ray and Kevin G	9415 Putney Dr	1,039.57	63.78	77.21	76.25	822.33
128	Horn, Howard	2370 Serviss St	881.20	63.78	74.78	76.82	665.82
331	Sonsteng, Chimene	9642 Duckling Dr	831.76	66.43	85.01	73.96	606.36
237	Rosemarie Taylor Revocable '	2399 Serviss St	784.39	63.78	101.57	100.20	518.84
57	Dotson, Kevin Dolz and Dan	9386 Goodspeed St	780.42	38.07	47.11	45.55	649.69
108	Sierra Christian Services,	9260 Goodspeed St	702.60	63.78	100.41	99.03	439.38
22	Hait, Jed	2393 Brown St	543.01	36.07	44.13	56.44	406.37
245	, Durham Guild	2393 Durham-Dayton Hwy	537.03	63.78	70.48	69.52	333.25
931	Day, Kelvin Scott	2385 Florida Ln	463.80	38.07	46.98	44.36	334.39
936	Fosdick, Devin	2390 Brown St	455.56	35.07	40.86	40.33	339.30
943	LaChappelle, Michael	9216 Goodspeed St	420.88	35.07	40.42	39.89	305.50
919	Sanchez, Jose	9259 Midway	382.86	57.07	75.76	70.69	179.34
15	Catomerisios, Cathy	9206 Holland Ave	369.04	53.43	57.81	55.00	202.80
183	Ownby, Karen Koehly	2455 Durham-Dayton Hwy	366.96	43.07	44.65	44.05	235.19
916	Bresson, Christopher & Kimb	9416 Goodspeed St	343.38	38.07	44.39	41.79	219.13
606	Harris, James	9424 Putney Dr	340.17	35.07	39.33	38.81	226.96
925	Mandry, Michael	9359 Midway	294.08	43.07	42.65	42.06	166.30
220	Andersen, Victoria	2409 Campbell St	266.39	38.07	42.28	41.79	144.25
114	Grigsby, Daniel	2410 Brown St	260.86	63.78	66.65	65.69	64.74
49	Compton, Craig	9231 Goodspeed St	254.66	39.07	43.17	45.56	126.86
134	Van Gundy, Martin	2357 Durham St	250.43	50.43	59.76	57.94	82.30
24		Total	\$14,044.31	\$1,232.09	\$1,481.59	\$1,485.03	\$9,845.60



DURHAM IRRIGATION DISTRICT
Meeting Minutes
Board of Directors:

Matt Doyle, Chair; Raymond Cooper; Kevin Phillips

Tuesday, February 20, 2024
5:30 PM

District Office
9418-C Midway
Durham CA 95938

1 CALL TO ORDER – 5:30 PM

Present: Directors Cooper, Doyle, and Phillips. Chair Doyle arrived at 5:35 pm.
 Also present: Chris Boyd, Fire Marshal, Butte County CalFire; District Engineer Robin Kampmann; Water Operator Mike Butler; Administrative Assistant Jeannie Trizzino.

Present: 3 – Matt Doyle (arrived at 5:35 pm), Raymond Cooper, Kevin Phillips
 Absent: 0
 Excused: 0

2 ROLL CALL / OPENING BUSINESS

2.1 AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

2.2 PUBLIC COMMENT

Mr. Patrick Button commented on the constitutional requirement that fees imposed by the District are property-based and not for expansion of services. Fire Marshall Chris Boyd replied that there are numerous practicalities to consider and pointed to the expansion and infrastructure improvement projects that Durham Unified School District is undertaking.

Mr. Button commented on the cost overrun for the meter installation under the USBR Grant-Funded Meter Replacement Project.

3 CORRESPONDENCE

3.1 Letter from Director Raymond Cooper (02.08.2024)

SUBJECT: Resignation from Board

The Board received Mr. Cooper's resignation letter and postponed discussion to Agenda Item 13.3.

Ms. Azevedo thanked Director Cooper for his service and for his ability and willingness to explain various issues.

Mr. Button commented on an issue relating to Peterson Estates in 2022 that Director Cooper said was mistaken.

5:35 pm – Chair Doyle arrived.

4 PRESENTATIONS

- 4.1 Butte County Fire Department Presentation by Captain Chris Boyd, Deputy Fire Marshal, CalFire-Butte County.

SUBJECT: Presentation on Fire Flow Standards

Fire Marshal Chris Boyd gave a brief presentation on fire flow considerations for the District, clarifying that fire flow does not refer to the volume of water required for fire sprinkler systems. Fire flow specifically refers to the flow rate in a 20-psi pressurized water system that is available for firefighting. Insurance companies use different methods to determine fire flow requirements for different types of buildings (see slide 7). Additionally, Butte County has specific requirements for new buildings (Chap. 20, Butte County Code). Fire Marshal Boyd noted that the water supply must be operational before construction materials are on-site – the fire risk develops the moment flammable materials are delivered. He also commented that fire sprinkler systems in new construction are designed to extend the time to save lives, not necessarily to save the structure.

Ratings – Fire Marshal Boyd explained that Insurance Service Office (ISO) ratings are an evaluation of a community's ability to respond to a fire emergency. The evaluation (rating) is based primarily on the reliability of the local fire department and the local water supply and is scored at a county level. Durham itself is unincorporated, so it falls under the county rating. Another important rating is the Public Protection Classification. Butte County's Fire Protection Service Area (FPSA) Public Protection Classification score is 29.6 / 40 for water supply. Boyd reminded the directors that this score is heavily affected by Butte County's remote foothill areas. That number can be improved when and if local water providers improve their distribution system capability (fire flow), perform routine inspections, and flow test hydrants at required intervals.

Fire Marshal Boyd then went on to present a case study of Durham Unified School District's modernization program and the improvements that DUSD must undertake to ensure its new classroom buildings have adequate fire protections. \

Chair Doyle asked when insurance companies start to look at ISO ratings. Fire Marshal Boyd responded that insurance companies are always looking at ISO ratings and are either raising their rates or dropping coverage. It is an important tool that the insurance companies look at, but not the only one.

Chair Doyle asked for suggestions on how to improve the District's ISO rating. Fire Marshal Boyd responded that a prudent approach is to look at the largest target hazard and plan to improve the system to address that hazard.

Director Phillips asked for feedback on the 'existing housing stock', referring to the older, central portion of Durham. Fire Marshal Boyd responded that a target is to provide 1,000 gpm to most of the customers, and he said to look to DUSD as an example.

Director Phillips asked about the risk of house fires in a high wind situation. Fire Marshal Boyd responded that having fire hydrants at appropriate intervals at 1,000 gpm flow would be adequate. Boyde noted that the District has notable old infrastructure. He noted that during Westgate Hardwoods fire incident, the initial fire was extinguished by the sprinkler system, but a subsequent fire later in the night was not extinguished by the fire sprinkler system. The fire flow, however, was sufficient.

Mr. Button commented that all fireflow was adequate and new construction needed to adapt their design to work with the existing fireflow.

Chair Doyle commented that people are going to pay for needed improvements one way or another.

Director Phillips commented that the District's prime concern is the protection of life and property.

5 REPORTS/ANNOUNCEMENTS FROM DIRECTORS

- 5.1 VINA GSA REPORT (Vina GSA Calendar here: <https://www.vinagsa.org/calendar>)
SUBJECT: Status report on Vina GSA

No report from Director Cooper.

- 5.2 SWRCB Division of Drinking Water 2023 Sanitary Survey
SUBJECT: 2023 Sanitary Survey

Water Operator Mike Butler reported that the Water Board (SWRCB) found the District met all requirements and found no deficiencies.

6 PUBLIC HEARINGS

7 INFORMATION/CONSENT CALENDAR

Approval of the Consent Agenda

A motion was made by Director Phillips, seconded by Director Cooper, to approve the consent agenda. The motion carried by the following vote:

Aye: 3 – Cooper, Doyle, Phillips

- 7.1 Warrant Sheet from January 12, 2024 to February 14, 2024, including payments, deposits, and transaction adjustments.
SUBJECT: Approve payments, deposits, and transaction adjustments.
FISCAL IMPACT:
ACTION REQUESTED: APPROVE
This action item was approved on the Consent Agenda.
- 7.2 Board of Directors Meeting Minutes of January 16, 2024
SUBJECT: Meeting Minutes of January 16, 2024
FISCAL IMPACT: NONE

ACTION REQUESTED: APPROVE

This action item was approved on the Consent Agenda.

8 DISTRICT ENGINEER REPORT (NON-ACTION ITEMS)

- 8.1 USBR Grant-Funded Meter Replacement and Lead Service Laterals Assessment Project
SUBJECT: USBR Project update
District Engineer Robin Kampmann reported that she was awaiting a response from the cultural resource consultant to confirm the status of cultural findings. The closeout report on the project is due at the end of April 2024, at which time the District will claim its award.
- 8.2 CIP Update and CIP Project #29 – Well Assessments
SUBJECT: Capital Improvement Project plan update
District Engineer Robin Kampmann summarized the flow testing and the plans for the discharges resulting from the three testing sites. Water Operator Mike Butler commented that he tests the generators monthly.

9 DEVELOPMENT PROJECT REPORT (NON-ACTION ITEMS)

SUBJECT: Creekside Estates

Chair Doyle commented that the costs summary shows that the developer should prepare to reimburse the District for its expenses as noted in the cost summary.

Ms. Azevedo commented that LAFCO had not approved the parcel.

Chair Doyle and Director Phillips commented that the County needs information from the District before the development plan is approved, referring to an executed water service agreement.

10 DISTRICT OUTREACH REPORT (NON-ACTION ITEMS)

SUBJECT: Report by Nicole Johansson on District outreach.

Outreach Consultant Nicole Johansson presented her report on outreach and grant research. She also reported to the board on the Butte County Office of Emergency Services Local Hazard Management Plan five-year update.

Johansson attended the monthly Butte Utility Council meeting and gave a brief presentation about Durham Irrigation District to the group, which consists of representatives from all the utility providers in Butte County – City of Chico public works, PGE, and others.

Johansson reported that the meeting with Congressman La Malfa went well. She, Director Phillips and District Engineer Mark Adams met with Congressman La Malfa to consider a request for congressional community project funding (aka “earmarks”) for a 1-million-gallon water storage tank for the District. The estimated cost of the tank is \$2.6 million. She noted that community project funding can take a year or two to be awarded as the funding needs to go through the appropriate agencies for review and award.

Ms. Johansson is also working to obtain funding for a focused income survey focused on District customers, as opposed to an income survey by zip code or by census tracts, which do not track closely with the actual District service area.

11 WATER OPERATOR REPORT (NON-ACTION ITEMS)

SUBJECT: Report by water operator on previous month's activities.

Water Operator Mike Butler reported that he repaired a leaking old-style wharf head fire hydrant and is currently responding to a new CERS hazardous materials handling requirement by the state and county (California Environmental Reporting System). District Engineer will work on any technical documents required for CERS compliance. He further commented that he is prioritizing the open work orders.

Mr. Button asked whether the District tested for E. coli contamination. He suggested that the District test for caffeine to determine whether contaminants were of human origin.

Director Phillips commented that the District's water operator only tests for constituents/contaminants required by the state, which includes testing for coliform bacteria.

12 DISTRICT COUNSEL REPORT (NON-ACTION ITEMS)

- 12.1 Easement Agreement between DID and DUSD for connections along east side of Durham Dayton Highway
District Engineer reported on recent meeting with DUSD regarding the proposed easement for the District. DUSD requested that extensive fencing to isolate the easement from DUSD property be incorporated into the easement agreement. The Directors, District Engineer, and Water Operator discussed alternatives, such as moving the line from the back of the parcels to the front along Durham Dayton Highway. This type of alternate solution, while expensive, would have other advantages, such improving access considerably and allowing old trees to remain in place instead of being removed.

13 REGULAR AGENDA

- 13.1 Consideration of Service Agreement – Nicole Johansson
SUBJECT: Agreement for Outreach Services for Durham Irrigation District with Nicole Johansson.
Director Doyle commented that the not-to-exceed value of \$10,000 in the Johansson contract was insufficient and would be expended quickly and amounted to ~2.5 hours/week over the course of a year. Johansson clarified that her time for the District on this day along (2/20/2024) was about 10 hours – covering the board meeting and attending the Butte County Local Hazard Mitigation Plan quarterly meeting.

Approval of the Service Agreement with Nicole Johansson for Outreach and Service

A motion was made by Director Phillips, seconded by Director Cooper, to approve the Service Agreement as written and when billings reach \$8,500, the agreement would

be brought back to the board for possible extension. Johansson to prepare an itemized monthly report with each billing effective February 20, 2024.

The motion carried by the following vote:

Aye: 3 – Cooper, Doyle, Phillips

13.2 Consideration of District Fiscal Manager Position

SUBJECT: Appoint District Counsel Amanda Uhrhammer to District Fiscal Manager. Director Phillips suggested the Board consider appointing a board treasurer to function as the District's fiscal officer. This would be an unpaid position. Phillips would like to serve as unpaid Treasurer in addition to his position as a regular director. District Counsel commented that she would need to ensure that the District bylaws (in progress) or policy was developed to accommodate this type of role. She suggested that under the bylaws the positions of President, Secretary, and Treasurer would be appointed every year.

Board Officers

A motion was made by Director Cooper, seconded by Director Doyle, to direct District Counsel to take steps to revise board organization to include the following officers: President, Secretary, and Treasurer.

The motion carried by the following vote:

Aye: 3 – Cooper, Doyle, Phillips

13.3 Board Vacancy

SUBJECT: Discuss options and procedures for filling upcoming District board vacancy and District counsel will prepare public notice of vacancy upon Cooper's resignation. The replacement appointment will hold the Director's seat until November 2024 at which time the seat, if contested, will appear on the county ballot. Chair Doyle commented that as the alternate for the Vina GSA, he will attend Vina GSA meetings upon Director Cooper's resignation.

14 DIRECTORS' COMMENTS

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

Director Phillips thanked Director Cooper for his long service to the District, which started in 2001.

Chair Doyle thanked Director Cooper for his long service, and especially for the technical expertise that he brought to the Board and to the District. Director Cooper's assistance with the Water Operator's first year with the District was invaluable.

15 ADJOURNMENT

There being no further business, the meeting adjourned at 7:30 pm. The next Regular Board Meeting is scheduled for March 19, 2024.



DURHAM IRRIGATION DISTRICT

Meeting Minutes

Board of Directors:

Matt Doyle, Chair; Raymond Cooper; Kevin Phillips

Monday, March 18, 2024 (rescheduled from March 19, 2024)

5:30 PM

District Office
9418-C Midway
Durham CA 95938

1 CALL TO ORDER – 5:34 PM

Present: Directors Doyle, and Phillips.

Also present: District Counsel Amanda Uhrhammer (via telephone), District Engineer Robin Kampmann; Assistant Water Operator Adam Daigle; Administrative Assistant Jeannie Trizzino.

Present: 2 – Matt Doyle (arrived at 5:35 pm), Raymond Cooper, Kevin Phillips
Absent: 0
Excused: 1 – Raymond Cooper

2 ROLL CALL / OPENING BUSINESS

2.1 AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

2.2 PUBLIC COMMENT

Mr. Patrick Button commented that the builders and developers are in the business of making a profit, so the costs of fireflow should be borne by the developers and their buyers, not existing rate payers. This is wrong and violates the state constitution and Proposition 218. He further commented that he does not approve of the voting process outlined in Proposition 218.

3 CORRESPONDENCE

3.1 Letter from Butte County CalFire (02.23.2024)

SUBJECT: Follow up correspondence and report provided for review by Butte County / CalFire.

Chair Doyle commented that fire protection score does not relate specifically to Durham, but the county. Director Phillips commented that his experience with this process when he was at Paradise Irrigation District was that the largest impact on the score was the wildland-urban interface (WUI), which had a larger impact than fireflow. He further commented that cities have higher scores because they have their own fire departments. He noted that the CalFire station in Durham is important and helpful for the community and is a factor in the protection score.

4 PRESENTATIONS – NONE

5 REPORTS/ANNOUNCEMENTS FROM DIRECTORS

- 5.1 VINA GSA REPORT (Vina GSA Calendar here: <https://www.vinagsa.org/calendar>)
SUBJECT: Status report on Vina GSA
Chair Doyle reports that the new budget was adopted for the agency. He noted that Vina GSA is looking for community members to serve on the Vina GSA Stakeholder Advisory Committee to fill some empty seats for specific stakeholder groups.

6 PUBLIC HEARINGS

7 INFORMATION/CONSENT CALENDAR

Approval of the Consent Agenda

A motion was made by Director Phillips, seconded by Chair Doyle, to approve the consent agenda. The motion carried by the following vote:

Aye: 2 –Doyle, Phillips

Absent:1 – Cooper

- 7.1 Warrant Sheet from February 15, 2024 to March 14, 2024, including payments, deposits, and transaction adjustments.
SUBJECT: Approve payments, deposits, and transaction adjustments.
FISCAL IMPACT: See attachments.
ACTION REQUESTED: APPROVE
This action item was approved on the Consent Agenda.

8 DISTRICT ENGINEER REPORT (NON-ACTION ITEMS)

- 8.1 USBR Grant-Funded Meter Replacement and Lead Service Laterals Assessment Project
SUBJECT: USBR Project update
District Engineer Kampmann expects to complete the closeout on this project by mid-April 2024.
- 8.2 CIP Update and CIP Project #29 – Well Assessments
SUBJECT: Capital Improvement Project plan update
District Engineer Kampmann reported that the testing was scheduled for April 3, 2024 and that the outreach coordinator and staff were prepared to inform District customers and the general public via website, mailing, social media, and press release. Additionally, routine annual backflow prevention device testing was scheduled for April 16-17, 2024.

9 DEVELOPMENT PROJECT REPORT (NON-ACTION ITEMS)

SUBJECT: Creekside Estates Development
FISCAL IMPACT: NONE
ACTION REQUESTED: Receive information, discuss and provide direction to staff.
Counsel Uhrhammer reported that the developer offered a deposit of \$10,000 pending agreement finalization. The current District expenditure on this development project is approximately \$7,800.
Counsel was directed to accept a \$10,000 deposit and to continue to negotiate the water service agreement with the developer.

10 DISTRICT OUTREACH REPORT (NON-ACTION ITEMS)

SUBJECT: Report by Nicole Johansson on District outreach.

Outreach Consultant Nicole Johansson reported on the following items:

- a. Income Survey – reviewed parcel maps provided by Butte County that show portions of a previous CDBG survey demonstrate the possibility of pursuing low-income qualified grant funding. District Counsel suggests that the District may benefit from annexing additional areas into its sphere of influence, but more research is needed.
- b. Income Survey – Rural Community Assistance Corporation (RCAC) reported to Johansson that they can perform a door-to-door targeted occupant survey but need a formal request from the State Water Resources Control Board (SWRCB) to do so. Johansson obtained that request from SWRCB, which was forwarded to RCAC. Chair Doyle commented that the District needs to develop a customer communication plan in advance of the survey so that customers will respond positively when the surveyor knocks on their door. He further noted that the survey could be important to justify grant funding for pipeline replacement in lower-income areas in the District service area.
- c. Local Hazard Mitigation Plan (LHMP) – Johansson reports that she will review the document that the District submitted in 2019 for the last LHMP update. Director Phillips notes (as he has in the past) that the chance of the District winning grant funding is low.
- d. Federal Community Project Funding (aka ‘earmarks’) – Johansson is finalizing the materials expected to be needed once funding is released to legislators for award. These materials include project preliminary scope and budget and letters of recommendation. The target project for the District is a 1-million-gallon water storage tank. Director Phillips suggested the District seek a letter of recommendation from Durham Recreation and Parks District.
- e. Brief discussion regarding District support of HR 7525 Special District Grant Accessibility. The California Special District Association has a draft letter requesting legislative co-sponsorship on legislation that would expand the ability of special districts to pursue federal grant funding. District Counsel directed staff to bring the executed letter forward for ratification at the April board meeting.

11 WATER OPERATOR REPORT (NON-ACTION ITEMS)

SUBJECT: Report by water operator on previous month’s activities.

Assistant Water Operator Adam Daigle reported that the previous month was quiet. The water operator team will start planning for clearing out the backlog of meter installations and replacements over the next few months. He confirmed that the backflow inspection was scheduled for the following week.

Director Phillips asked that staff report back on SDRMA risk training and to arrange for it to be available for water operators, in addition to developing and adopting a workplace violence policy. District Counsel advised that she would draft an Illness and Injury Prevention Program (IIPP) for the water operator.

12 DISTRICT COUNSEL REPORT (NON-ACTION ITEMS)

- 12.1 Easement Agreement between DID and DUSD for connections along east side of Durham Dayton Highway

District Counsel Uhrhammer reported the requested terms from DUSD to be as follows (in part): in exchange for the requested easement, District to provide a 1500' gated fence, a north corner easement, road, tree removal, and a water line. DUSD intends to go back to their board to produce a formal demand letter.

Chair Doyle suggests that the District will continue to investigate moving its water line to the front of the property and asked the District Engineer to produce an estimate for the project. District Engineer commented that CalFire commented that DUSD is experiencing demands to increase water pressure for their new administration building. Director Phillips comments that the District will proceed without an easement and if work is needed in that area, it will seek permission from DUSD when needed.

13 REGULAR AGENDA

- 13.1 Consideration of Resolution 2024-01 to oppose Initiative 1935 (formerly 21-0042A1)
SUBJECT: Consider and adopt Resolution 2024-01 to oppose Initiative 1935 (formerly 21-0042A1).

A motion was made by Chair Doyle, seconded by Director Phillips, to adopt Resolution 2024-01. The motion carried by the following vote:

Aye: 2 –Doyle, Phillips

Absent:1 – Cooper

Mr. Patrick Button commented that he objected to the resolution.

- 13.2 Consideration of District Bylaws
SUBJECT: Consideration of District Bylaws.
District Counsel reported that the draft bylaws are still in progress. She will send the draft to Director Phillips for discussion. Director Phillips directed counsel to remove the office of vice president, add in treasurer and secretary, and retain the role of president/chair.

- 13.3 Sealed Meter Policy
SUBJECT: Consider and adopt sealed meter policy.
A motion was made by Director Phillips, seconded by Chair Doyle, to table discussion of the sealed meter policy to the April board meeting. The motion carried by the following vote:

Aye: 2 –Doyle, Phillips

Absent:1 – Cooper

13.4 Emergency Water Hauling

SUBJECT: Butte County Department of Emergency Services has received funding to continue its emergency water hauling program for county residents who have failing or dry wells. The Department has asked the District for consent to continue water hauling for customers beyond the jurisdiction of the District under the Governor's Executive Order N-7-22.

Director Phillips directed District Counsel to review the draft agreement and provide comments on the following: definition of "emergency," insurance requirements, water operator discretion to provide water to water haulers; safety and integrity of District's water system, and, finally, the District's right to refuse.

A motion was made by Director Phillips, seconded by Chair Doyle, to table further discussion of the Butte County emergency water hauling agreement to the April board meeting. The motion carried by the following vote:

Aye: 2 –Doyle, Phillips

Absent:1 – Cooper

13.5 Board Vacancy

SUBJECT: Discuss options and procedures for filling District board vacancy.

District Counsel updated the board with Director Cooper's intention to resign after the current board meeting, effective March 19, 2024. She provided District staff with a sample notice of vacancy and statement of interest for applicants to complete. She advised the board to consider appointment of replacement director at the next board meeting on April 16, 2024. Director Cooper's term was to have run through the 1st Monday of December 2024, so that is the term that the replacement director would be officially filling. The Notice of Vacancy reflects this term. Counsel advised posting the notice of vacancy on the District's website, social media and in other public places in the community.

Director Phillips directed counsel to prepare a resolution of appreciation for Raymond Cooper's long and invaluable service for the District.

14 DIRECTORS' COMMENTS

Chair Doyle notes that DUSD is proceeding with a bond measure of \$30 million and that the District's financial position is comparable. He further commented that the District must remain ready to serve the community long into the future. The longer the District waits, the worse the physical and financial picture will be for the community's vital infrastructure.

Director Phillips noted that, first, it is imperative that the District ensure that it is safe, its customers are safe, and that the District performs the needed updates so it can provide the service that its customers expect. The District has enjoyed low rates, but those low rates may have impacted the District's ability to serve its customers.

Director Phillips further commented that he may be nominated to serve on the board of California Class, California CLASS is a Joint Powers Authority investment pool that serves public agencies to provide safety, daily and next-day liquidity, and optimized returns.

Director Phillips's closing comment was that it is important for the District to be aware and protective of the District's legal responsibility to maintain a safe and reliable water system.

15 ADJOURNMENT

There being no further business, the meeting adjourned at 6:55 pm. The next Regular Board Meeting is scheduled for April 16, 2024.

DRAFT

Vendor	Invoice	Invoice Date	Invoice Amt	Budget Item Desc. (per grant categories)	DID CK #	DID Pmt Date	DID Pmt Amt	Notes
Advanced Pipe and Leak Detection	304	7/14/2023	\$ 880.00	Supplies and Materials	9980	9/19/2023	\$ 880.00	meter survey
Ferguson Waterworks	1801197	7/19/2023	\$ 7.51	Supplies and Materials	9952	8/22/2023	\$ 7.51	parts for meter installation
Ferguson Waterworks	1801197-1	9/13/2023	\$ 2,894.41	Supplies and Materials	10005	10/17/2023	\$ 2,894.41	parts for meter installation
Ferguson Waterworks	1824630	10/31/2023	\$ 23.94	Supplies and Materials	10028	11/16/2023	\$ 23.94	parts for meter installation
Ferguson Waterworks	1801197-2	11/13/2023	\$ 2,453.46	Supplies and Materials	10054	12/19/2023	\$ 2,453.46	parts for meter installation
Ferguson Waterworks	1827674	11/15/2023	\$ 391.92	Supplies and Materials	10054	12/19/2023	\$ 391.92	parts for meter installation
Ferguson Waterworks	1827846	11/15/2023	\$ 205.92	Supplies and Materials	10054	12/19/2023	\$ 205.92	parts for meter installation
Ferguson Waterworks	1828957	11/21/2023	\$ 992.84	Supplies and Materials	10054	12/19/2023	\$ 992.84	parts for meter installation
Ferguson Waterworks	1828957-1	11/28/2023	\$ 300.03	Supplies and Materials	10054	12/19/2023	\$ 300.03	parts for meter installation
Genesis Society	8072023	8/7/2023	\$ 2,900.00	EA Report prep	9981	9/19/2023	\$ 2,900.00	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
NorthStar	81263	9/6/2023	\$ 1,881.00	Engineering	9990	9/19/2023	\$ 1,881.00	meter installation bid package preparation
NorthStar	81399	10/4/2023	\$ 220.00	Engineering	10016	10/17/2023	\$ 220.00	contract award letter
NorthStar	81546	11/2/2023	\$ 440.00	Engineering	10039	11/16/2023	\$ 440.00	preconstruction meeting; notice to proceed
NorthStar	81863	1/4/2024	\$ 110.00	Engineering	10085	1/16/2024	\$ 110.00	engineering
NorthStar	82055	2/13/2024	\$ 385.00	Engineering	82055	2/20/2024	\$ 385.00	engineering
NorthStar	82103	3/4/2024	\$ 110.00	Engineering		3/19/2024		
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

Vendor	Invoice	Invoice Date	Invoice Amt	Budget Item Desc. (per grant categories)	DID CK #	DID Pmt Date	DID Pmt Amt	Notes
Sierra Water Utility	6173	8/17/2023	\$ 1,368.08	Supplies and Materials	9982	9/19/2023	\$ 1,368.08	labor associated with SCADA installation
Sierra Water Utility	6369	9/26/2023	\$ 629.00	Supplies and Materials	10006	10/17/2023	\$ 629.00	labor associated with meter installation
Sierra Water Utility	6386	10/26/2023	\$ 1,650.25	Supplies and Materials	10030	11/16/2023	\$ 1,650.25	stop valves
Sierra Water Utility	6479	11/13/2023	\$ 384.22	Supplies and Materials	10055	12/19/2023	\$ 384.22	labor associated with meter installation
Sierra Water Utility	6566	12/1/2023	\$ 5,448.22	Supplies and Materials	10055	12/19/2023	\$ 5,448.22	parts for meter installation
Tozier's True Value	2311-046918	11/2/2023	\$ 21.00	Supplies and Materials	10056	12/19/2023	\$ 21.00	parts for meter installation
Tozier's True Value	2311-047082	11/7/2023	\$ 22.05	Supplies and Materials	10056	12/19/2023	\$ 22.05	parts for meter installation
Tozier's True Value	2311-047083	11/7/2023	\$ 35.21	Supplies and Materials	10056	12/19/2023	\$ 35.21	parts for meter installation
Tozier's True Value	2311-047176	11/9/2023	\$ 111.18	Supplies and Materials	10056	12/19/2023	\$ 111.18	parts for meter installation
XiO SCADA	2022-11872	6/13/2023	\$ 35,302.07	Supplies and Materials	9928	7/18/2023	\$ 35,302.07	SCADA equipment
XiO SCADA	TK			Engineering				annual cost of \$5640.00; operational cost not covered by grant per 6/12/2023 direction from District Engineer
Meter Installation - DID Fee	-	8/18/2023	\$ 25,350.00	Supplies and Materials	-	8/18/2023	\$ 12,675.00	Discounts of 50% to 39 customers on regular meter installation fee of \$650.00.
Walberg Inc.	7854	12/15/2023	\$ 44,055.00	Supplies and Materials	10069	12/19/2023	\$ 44,055.00	Meter installation at 40 sites (amt per bid submittal)
Walberg Inc.	7855	12/15/2023	\$ 10,540.31	Supplies and Materials	10070	12/19/2023	\$ 10,540.31	Meter installation - change order 01
			Expected to date	\$ 194,494.65			Actual Spent	\$ 181,709.65

00 Creekside Estates Cost Summary.xlsx

Vendor	Inv Date	Inv #	Amount	Description
Kamie Loeser	6/1/2021	6/2021	\$ 440.00	
Carter Law	6/7/2021	28442	\$ 562.50	review DEIR, service agreement
Carter Law	7/15/2021	28756	\$ 585.00	review DEIR, service agreement
NorthStar	8/4/2021	77763R	\$ 220.00	easement
Carter Law	8/12/2021	28776	\$ 900.00	Creekside easement, well agreement
NorthStar	11/3/2021	78171	\$ 220.00	comments to Butte County re: TSM
Carter Law	11/5/2021	28829	\$ 270.00	Conference call with District Engineer
Carter Law	1/20/2022	28859	\$ 967.50	Conference call with District Engineer
NorthStar	1/31/2022	78518	\$ 880.00	prepare project status for Board review
NorthStar	7/10/2023	80947	\$ 742.00	Development scope review
Minasian Law	7/31/2023	-	\$ 1,232.00	initial review and comments on service agreement
NorthStar	8/10/2023	81208	\$ 218.00	Process for plan and map approval
Prentice Long	9/2/2023	6058	\$ 166.50	Service Agreement
NorthStar	9/6/2023	81262	\$ 120.00	Conference call with staff and counsel
Prentice Long	10/1/2023	6173	\$ 129.50	Service Agreement
NorthStar	10/4/2023	81398	\$ 240.00	Service Agreement
NorthStar	12/5/2023	81715	\$ 120.00	Correspondence with project engineer
Prentice Long	4/1/2024	6543	\$ 55.50	Service Agreement
TOTAL			\$ 7,893.00	
As of: 4/11/2024				

File: \4_Development Projects\Creekside Estates - Keeney - Durham Villas\Costs

**Community Outreach Update
April 2024 Update
Prepared by Nicole Johansson**

Overall Management Responsibilities

- Income Survey
 - SWRCB – technical assistance grant –The funds for this year are already spent. We can review the request. apply again July 1st.

Funding Opportunities

- USB Water Grant – Now looking at July

Legislative Outreach

- Doug LaMalfa Community Project funding still not open/approved. Worked with Kevin to submit my responsibilities including writing support letters for the funding and reaching out to 6 organizations for signature.
 - Durham Unified Schools
 - Cal Fire
 - Butte County Farm Bureau
 - Vina GSA
 - Agricultural Groundwater Users of Butte County
 - Durham Parks and Rec (Apr. 11)

Butte County Hazard Mitigation Plan

- Everything has been submitted, they will send us a copy of our annex once it's complete.

Community Outreach - Water Dept

- Attended Vina GSA Management Committee Meeting
- Drafted and sent out the well testing press release. Posted social media.
- Tri Counties Bank and Golden State Farm Credit
- Attended NCWA Meeting
- Board Vacancy
 - Submitted Raymond's Nomination for the Parade Marshall.
 - Assisted with getting the information posted and out to the community.

Up Next: District Emergency Notification System

- Reverse Text Notification system
- Researching federal and USDA grant sources sent by LaMalfa's staff.
- Reviewing private funding through Instrumentl Database of grants.

Durham Irrigation Operator Log

Sierra Water Utility, LLC.



Month:	March 2024		
Date	Task Description/Notes	One Man Hrs and Duties (M-F)	Two Man Hrs and Duties (M-F)
3/1/2024	Performed daily checks, checked lubrication of all pumps.	1.75	
3/4/2024	Performed daily checks, checked lubrication of all pumps.	1.75	
3/5/2024	Performed daily checks, checked lubrication of all pumps. Responded to 1 USA request.	2.75	
3/6/2024	Performed daily checks, checked lubrication of all pumps.	1.75	
3/7/2024	Performed daily checks, checked lubrication of all pumps.	1.75	
3/8/2024	Performed daily checks, checked lubrication of all pumps. Delivered 35 gallons to Library Site	2.00	
3/11/2024	Performed daily checks, checked lubrication of all pumps.	1.75	
3/12/2024	Performed daily checks, checked lubrication of all pumps.	1.75	
3/13/2024	Performed daily checks, checked lubrication of all pumps.	1.75	
3/14/2024	Performed daily checks, checked lubrication of all pumps.	1.75	
3/15/2024	Performed daily checks, checked lubrication of all pumps. Met w/ Rick Trites for System Backflow Testing.	3.75	
3/18/2024	Performed daily checks, checked lubrication of all pumps. Responded to 1 USA request. Delivered 39 gallons to Alley Site.	3.00	
3/19/2024	Performed daily checks, checked lubrication of all pumps.	1.75	
3/20/2024	Performed daily checks, checked lubrication of all pumps.	1.75	
3/21/2024	Performed daily checks, checked lubrication of all pumps.	1.75	
3/22/2024	Performed daily checks, checked lubrication of all pumps.	1.75	
3/25/2024	Performed daily checks, checked lubrication of all pumps.	1.75	
3/26/2024	Performed daily checks, checked lubrication of all pumps. Resonded to 1 USA Request	2.75	
3/27/2024	Performed daily checks, checked lubrication of all pump.	1.75	
3/28/2024	Performed daily checks, checked lubrication of all pumps.	1.75	
3/29/2024	Performed daily checks, checked lubrication of all pumps. Electronic Annual Report Submission	3.75	
Monthly Production			
8,666.58 CCF's			
Total Regular Hours		44.25	
Total Extra Regular Hours over 48 hrs/month, excluding meter reading		-3.75	
Total Additional After Hours			0.00

Signature:	<i>Michael Butler</i>		
Title:	Chief Operator		

4/11/2024

Work Order Statistics
 01/01/2021 thru 04/30/2024

<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	21	3	222	920
2021	11	2	2		69	0
2021	12	12	12		186	0
2022	01	7	7		47	0
2022	02	12	11	1	177	812
2022	03	6	6		181	0
2022	04	3	3		24	0
2022	05	5	5		21	0
2022	06	6	6		89	0
2022	07	2	2		10	0
2022	08	8	6	2	55	636
2022	09	7	7		69	0
2022	10	5	5		5	0
2022	11	1	1		13	0
2022	12	1		1	0	488
2023	01	8	5	3	83	459
2023	02	2	1	1	178	428
2023	03	7	3	4	44	403
2023	04	9	4	5	46	373
2023	05	3		3	0	350
2023	07	7	3	4	10	277
2023	08	6	5	1	9	244
2023	09	8	6	2	44	218
2023	10	2	2		4	0
2023	11	1		1	0	153
2023	12	3	1	2	0	125
2024	01	4	2	2	2	108
2024	02	2	1	1	1	63
2024	03	3		3	0	39
2024	04	1		1	0	26
		173	133	40		

31 Items

4/11/2024

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 Install meter. 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 Install meter. 10/27/2021 - Install meter.						
119	201	10/28/21		R Henry Mattei	Water Operator	2425 Durham St
040-221-001 Replace meter. 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.						
164	261	2/8/22		R Dickalyn Porter	Water Operator	9339 Goodspeed St
040-223-009 10/12/2023 jlt: neighbor notes growing puddle of standing water under the house. Water operator instructed to shut off water. 8/22/2023 jlt: see account notes regarding customer requesting shut off and reduced billing rate. No action taken at that time; no policy in place for this situation. 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.						
192	806	8/2/22		R Durham CUMC Parson	Water Operator / Admir	2404 Durham-Dayton
040-212-004 11/1/2023 jlt: Note - USBR Project 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

<u>Order No</u>	<u>Tap</u>	<u>Issued</u>	<u>Completed</u>	<u>Name</u>	<u>Assigned to</u>	<u>Location</u>
		039-450-005				
		Install meter.				
		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				
		12/9/2022: Replace meter.				
221	961	1/24/23		R Albert Amator	Water Operator	2397 Campbell St
		040-223-006				
		Install meter.				
		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 meter.				
		1/4/2023 jlt: 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.				
		New Acct 962				
224	231	1/31/23		R Cheryl Williams	Water Operator	9263 Midway
		040-250-002				
		Replace meter.				
		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				
		Install meter.				
		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				
230	19	3/21/23		R Rosemary Bennett	Water Operator	2379 Florida Ln
		040-240-006				
		Install meter.				
		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

<u>Order No</u>	<u>Tap</u>	<u>Issued</u>	<u>Completed</u>	<u>Name</u>	<u>Assigned to</u>	<u>Location</u>
232	3 3/23/23			R Rosemary Bennett	Water Operator	2396 Campbell St
235	965 3/27/23			R Gerardo Perez	Water Operator	2382 Brown St
239	141 4/26/23			R Billy Woodward	Water Operator	2403 Brown St
241	173 4/26/23			R John Staples	Water Operator	2381 Durham St
242	960 4/26/23			R Justin and Sarah Price	Water Operator	2508 Durham-Dayton
243	285 4/26/23			R Bonnie Caskey	Water Operator	2554 Durham-Dayton
244	968 5/2/23			R Kanon Taylor	Water Operator	2368 Brown St

<u>Order No</u>	<u>Tap</u>	<u>Issued</u>	<u>Completed</u>	<u>Name</u>	<u>Assigned to</u>	<u>Location</u>
245	806	4/7/23		R Durham CUMC Parson	Water Operator	2404 Durham-Dayton
040-212-004 11/1/2023 jlt: Note - USBR Project 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	Water Operator	2395 Serviss St
040-240-033 Install meter. 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 Replace meter. Estimated readings since 02/2023.						
251	809	7/27/23		R Nancy Brown	Water Operator	9156 Holland Ave
040-280-121 Replace meter. 7/27/2023: Water Operator reports meter is broken.						
252	4	7/27/23		R Albert Amator	Water Operator	2399 Campbell St
040-223-005 Replace meter. 7/27/2023: Water Operator reports meter is broken. Sight glass is scratched.						
253	693	7/28/23		R Richard Gilliam	Water Operator	9504 Dillon Ct
039-540-001 Replace meter. 7/27/2023: Water operator reports meter is broken.						
254	279	7/28/23		R James Patterson	Water Operator	2534 Durham-Dayton
039-450-011 Replace meter. 7/28/2023: Water Operator reports scratched sight glass.						
260	99	8/30/23		R Susan and Peter Jensen	Water operator.	2365 Durham St

<u>Order No</u>	<u>Tap</u>	<u>Issued</u>	<u>Completed</u>	<u>Name</u>	<u>Assigned to</u>	<u>Location</u>
						040-222-012 Install meter. 8/30/2023: Water Operator confirms this meter needs to be replaced. 8/30/2023 jlt: Does meter need replacing? Water operator reports sight glass is scratched.
267	975	9/20/23		R Thomas and Valerie Boe	Water Operator	9304 Holland Ave
						040-223-021 Install meter. 9/20/2023 - 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. New meter fee has been paid under Acct 97.
270	627	9/29/23		R Robert W. Davis	Water Operator	9308 Sarah Ann Ct
						039-460-054 Replace meter. 7/27/2023 jlt: Water operator reports sight glass is scratched. Meter needs to be replaced.
274	119	11/29/23		R Jeannie Slinkard	Water Operator	2410 Serviss St
						040-240-026 Meter was installed under USBR Grant?? Install meter. 11/29/2023 jlt: 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. New meter fee has been paid.
275	947	12/27/23		R Steven and Michelle Bunch		30 San Rafael Ct
						040-280-123 12/26/2023 - repeated issues with moisture in meter. Meter may need replacing.
276	648	12/27/23		R George Brownridge II	Water Operator	9286 Sarah Ann Ct
						039-460-055 12/26/2023 jlt: Sight scratched and unreadable. Replace meter.
278	693	1/4/24		R Richard Gilliam and Mary M	Water Operator	9504 Dillon Ct
						039-540-001 1/4/2023jlt: Owner reports that the lock that they placed on their backflow prevention device was cut off and replaced with a bar lock. Please contact the owner to discuss.
281	307	1/22/24		R Ben Gregersen	Water Operator	9505 Dillon Ct
						039-540-019 1/20/2024: Sight scratched and unreadable. Replace meter.
283	31	2/27/24		R Colleen Coutts	Water Operator	9498 Dillon Ct

<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>
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
229 040-224-005	67 2/27/23	8/24/23	R	Tim Dempsey	Water Operator	9329 Midway
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
240 040-240-054	188 4/26/23	10/19/23	R	Victor and Rosie Lopez	Water Operator	2345 Florida Ln
246 039-460-064	640 4/2/23	4/3/23	R	Jesse & Elizabeth Martinez	Water Operator	2466 Tracy Ranch Rd
249 040-233-011	199 7/18/23	7/21/23	R	Mike Tozier	Water Operator	9242 Holland Ave

<u>Order No</u>	<u>Tap</u>	<u>Issued</u>	<u>Completed</u>	<u>Name</u>	<u>Assigned to</u>	<u>Location</u>
250 039-460-048	933 7/19/23	7/31/23	R	Andrea and Marcus Mahling	Water Operator	9287 Holland Ave
255 040-214-007	143 7/29/23	8/15/23	R	Janet Bynum	Water Operator	9389 Goodspeed St
256 040-232-009	514 8/1/23	8/3/23	R	Gloria Rose	Water Operator	2346 Brown St
257 040-630-001	969 8/1/23	8/2/23	R	Bryan and Rachel Perrin	Water Operator	9500 Van Ness Way
258 039-460-045	28 8/10/23	9/13/23	R	Erika Withrow	Water Operator	9327 Holland Ave
259 040-233-030	162 8/17/23	8/24/23	R	James Luallen	Water Operator	2360 Florida Ln
261 039-460-037	103 8/31/23	9/1/23	R	Cameron Williams	Water Operator	9377 Holland Ave
262 040-240-020	78 9/6/23	9/21/23	R	Corey Swartz	Water operator.	2362 Serviss St
263 040-231-034	929 9/6/23	9/11/23	R	Benjamin and Emily Osburn	Water Operator	2404 Brown St
264 039-460-100	671 9/18/23	9/19/23	R	John Messina	Water Operator	9287 La Rose Ct
265 039-450-021	283 9/18/23	9/19/23	R	Troy Morse	Water Operator	2548 Durham-Dayton
266 040-234-006	615 9/19/23	12/26/23	R	Farm and Trade	Water Operator	9287 Midway - 1st flo
268 040-233-032	296 9/21/23	2/13/24	R	Loni Hayes	Water Operator	2377 Brown St
271 039-460-016	185 10/3/23	10/10/23	R	Kristiaan Stuart	Water Operator	2459 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>
272 040-231-019	47	10/9/23	10/10/23	R Adrienne Cunningham		2386 Brown St
277 040-221-022	295	1/12/24	1/16/24	R Janice Heckerson	Water Operator	2413 Durham St
279 039-450-013	281	12/9/23	12/9/23	R Randy Tyler	Water Operator	2540 Durham-Dayton
280 CLOSED	0	1/16/24	1/16/24	R Durham Irrigation	Water Operator	Fire Hydrant - 9347 H
282 039-460-010	172	2/5/24	2/6/24	R Toni Langlitz	Water Operator	2491 Durham-Dayton

Staff Report

Board Meeting Date: March 18, 2024
 Agenda Item: 13.3
 Prepared by: Jeannie Trizzino, Administrative Assistant

Vote Required?	Financial Impact:
YES.	Minimal reduction in revenue.

Recommendation:

That the District update and clarify its Water Service Policy and its Appendix A to add the following:
 “Unless a meter or service is permanently removed, water service is subject to a readiness-to-serve fee. The fee for an unused and sealed meter is half the regular monthly service charge and a one-time \$32.50 fee to seal the meter. Only the owner of the property can request that the meter be sealed.”

Discussion:

The District does not have a sealed meter policy for those circumstances where the owner does not foresee needing active water service but is still connected to the District. In this case the meter would be sealed until the owner wishes to restore active water service. An example of this is when an owner knows that they will no longer be residing at the home and does not intend to rent out the home for an extended time. Another example might be where the home on the property has been demolished and the owner is uncertain when the home will be rebuilt.

There are two issues here, the first being the fee to seal the meter, and the second being the revised monthly service rate since the service to the account remains available to the owner upon request.

The District’s adopted Water Service Policy dated January 19, 2023, contains the following language:
 6.4 Continuity of Service –
 A service charge for temporarily sealing and reactivation to normal service shall be fixed from time to time by the Board and be available on request at the District business office.

 11.4 Active Meters –
 All meters are classified as “active” unless sealed upon request of the landowner or by reason of conversion to the “discontinued service” category.

Related fees that are already on the District’s current Appendix A – Schedule of Rates, Fees, and Charges are the following (effective April 4, 2023):

Disconnection Fee	\$32.50
Reconnection Fee	\$32.50

The Paradise Irrigation District policy is the following:
 “The fee for an unused and sealed meter is half the regular monthly service charge [base rate] and a one-time \$20.00 fee to seal the meter.”

Alternatives:

None.

Other Agency Involvement:

None.

Fiscal Impact:

Minimal reduction in revenue.

Attachments:

None.