



Durham Irrigation District Board of Directors
Board Meeting
January 16, 2024 - 5:30 PM
MINUTES

Board of Directors:

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

PRESENT
PRESENT
PRESENT

District Staff:

Mark Adams, District Engineer
Adam Daigle, Assistant Water Operator
Nicole Johansson, Public Outreach Coord.
Jeannie Trizzino, Admin. Assistant

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1 CALL TO ORDER

- 1.1 The meeting was called to order at 5:30 pm by Chair Doyle.
- 1.2 Introduction of Guests – Ms. Kathryn Azevedo, Mr. Pat Button

2 PUBLIC COMMENT

Mr. Button commented that under the constitution of the state of California, property-related fees can only be used for maintenance and improvements and not used to pay the costs of engineering and outreach consultants/staff. He criticized the minutes of the December 2023 board meeting for supporting unfunded improvements to the District. He also objects to the system of Prop. 218 “negative” ballots as a non-democratic form of voting.

Ms. Azevedo commented that she would like to volunteer at the District in some capacity.

3 PRESENTATIONS - NONE

4 CONSENT AGENDA

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

- 4.1 Monthly Financial Report for December 2023, including:
 - 4.1.1 * Balance Sheet
 - 4.1.2 * Profit & Loss Statement
 - 4.1.3 * Previous Year Comparison
 - 4.1.4 * General Ledger
 - 4.1.5 * Board Recap, Water Sales and AR Aging Report
- 4.2 * Approval of the Warrant Sheet from December 18, 2023 to January 11, 2024, including payments, deposits, and transaction adjustments.
- 4.3 * Approval of the Minutes for the November 16, 2023 and December 19, 2023 Regular Board Meetings.

Motion: *That the Board consider and approve the consent agenda.*
Board Discussion: *Chair Doyle noted that revenue has decreased compared to last year.*
Public Comment: *None.*
Action Taken: *On a motion made by Phillips and seconded by Cooper, the Board approved the motion.*
Vote results *Ayes carried.*
Ayes: *Cooper, Doyle, Phillips*
Noes: *None*

Abstained: None

Absent: None

5 REGULAR AGENDA

5.1 Items Removed from Consent Agenda - NONE

6 CORRESPONDENCE – NONE

7 GENERAL BUSINESS

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

7.1.1 * Update: USBR Grant-Funded Meter Replacement and Lead Service Laterals
Assessment Project

Requested: Status report

Discussion: *District Engineer Mark Adams reported that the quarterly report for the period ended 9/30/2024 had been submitted. Closeout report for the period ended 12/30/2024 is in progress. XiO SCADA system is operational, but totalizers need to be calibrated.*

Public Comment: None.

7.1.2 Capacity Fees

Requested: Status report on capacity fee update

Discussion: *Tabled to March 2024.*

Public Comment: None.

7.1.3 CIP Update and CIP Project #29 – Well Assessments

Requested: Status report.

Discussion: *District Engineer requested a well assessment proposal from West Yost whose rates are approximately 30% higher than Luhdorff Scalmanini (LSCE). The West Yost proposal came in at the same amount as LSCE, but did not include the price of the flow test subconsultant. Based on that, District Engineer recommended accepting the LSCE Well Assessment proposal.*

Public Comment: None.

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

7.2.1 * Creekside Estates (aka Keeney Development)

Requested: Status report on Creekside Estates service agreement and request to retain domestic well currently on-site

SEE: * Ltr. from Gilbert (12.14.2023) existing well retention

SEE: * Creekside Estates Cost Summary (01.11.2024)

Discussion: *Staff reported that Butte County Zoning Administrator was recommending a six-year extension to the Creekside Estates Tentative Parcel Map from June 1, 2024 to June 1, 2030. District Counsel reported via email that she contacted the developer regarding the status of the deposit, but had not yet received a response. She has completed changes to the service agreement, but the developer has not responded with comments or changes.*

Public Comment: None.

7.2.2 Butte County Farm Bureau – 9412 Jones Avenue

Requested: Status Report.

- 7.3 District Outreach Report from Nicole Johansson
 - 7.3.1 Funding Opportunities
 - 7.3.2 Community Outreach
 - 7.3.3 Legislative Outreach
 - 7.3.4 Butte County Local Hazard Management Plan Update
 - 7.3.5 District Emergency Notification System

Discussion: *Ms. Johansson reported that she is reviewing grant opportunities, including the Bureau of Reclamation WaterSmart grant. Chair Doyle and Director Phillips both noted that federal grants are difficult for non-disadvantaged communities to win. Ms. Johansson reported that the county says that there are grant opportunities for the District. She will get more information. She had a meeting with the Local Hazard Mitigation Plan consultant which will allow Nicole to prepare the needed forms. She reported that Supervisor Tod Kimmelshue will attend the March 2024 LHMP meeting and presentation.*

At the direction of the Directors, Ms. Johansson will prepare presentation material to put forward an 'earmark' funding request to Congressman LaMalfa for a water tank project. The rationale for this project, which is in the District's CIP, is based on the 2008 system evaluation performed by West Yost.

Ms. Johansson will give a brief presentation to the Butte Utility Council in February 2024 about the District and describe the District's CIP.

Ms. Johansson will investigate options for a districtwide emergency notification system. Chair Doyle suggested looking at the Durham Unified School District system, which provides system alerts via text, email, and telephone (voice).

Public Comment: *None.*

- 7.4 Accounts Receivable – Overdue Accounts

Discussion: *Review of current policy for overdue accounts, which is a charge of 1.5% of late balance per month, for a total of 18% annually. Director Cooper suggested the board not make any changes to District policy at this time.*

Public Comment: *None.*

8 WATER OPERATIONS BUSINESS

- 8.1 Review of Water Operator Log for December 2023 (Asst Water Operator Adam Daigle)

Discussion: *Water Operator Daigle reports that the XIO SCADA systems are all operating, but that the flow totalization still needs to be calibrated. He noted that he was able to see the flow change in the SCADA reporting when the fire department connected to a hydrant to douse a house fire in Durham.*

Public Comment: *None.*

- 8.2 Monthly Work Order Status Report through December 17, 2023

- 8.3 Backflow Prevention Fee collection

Discussion: *Staff reported that backflow charges were applied to accounts in the December 2023 billing and that there were no issues from customers. A few*

customers asked for copies of their test results or for additional charges, which were provided.

Public Comment: *None.*

9 ATTORNEY REPORT

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

Discussion: *No update. Counsel will contact DUSD to arrange a meeting to discuss.*

Public Comment: *None.*

- 9.2 Readopting District Bylaws

Discussion: *Counsel reported that the bylaws were still in progress.*

Public Comment: *None.*

- 9.3 Other updates from Legal Counsel not discussed under previous Agenda Items

10 VINA GSA

(All Items Informational/Possible Action/Direction)

See Vina GSA Calendar online here: <https://www.vinagsa.org/calendar>

- 10.1 Vina GSA Board Meetings
10.2 Vina GSA SHAC Meetings
10.3 Joint Vina GSA/Rock Creek Reclamation District GSA Board Meetings

Discussion: *Ms. Johansson serves on the Vina GSA Management Committee for the District. She reported that she helped develop Vina GSA develop the Community Outreach RFP and will also sit on the interview committee.*

Public Comment: *None.*

11 CLOSED SESSION

- 11.1 Consideration of Service Agreement – Nicole Johansson.
11.2 Consideration of District Fiscal Manager Job Description.

Discussion: *No closed session was held.*

Public Comment: *None.*

12 DIRECTORS' COMMENTS

Discussion: *Director Phillips commented that it was important to continue to prepare for the planned rate increase by making sure the community knows that the rate increase must be in place before the District can seek funding.*

Chair Doyle echoed Director Phillips's comment and notes that the District's oldest well was drilled in 1956 and that in a commercial agriculture scenario, that well would have been replaced long ago to ensure consistent, efficient and reliable service. He commented that none of the individuals in the room would be here in 100 years, but the community of Durham would be.

Public Comment: *None.*

13 ADJOURNMENT

There being no further business, the meeting was adjourned at 6:25 pm.