

**Durham Irrigation District
Board of Directors
Zoom Guidance for Meeting Attendance**

Remote Meeting via Zoom (see below)

Special Notice: Pursuant to California Governor Gavin Newsom's Executive Order N-29-20 issued on March 17, 2020, relating to the convening of public meetings in response to the COVID-19 pandemic, Durham Irrigation District will be closing the Board of Directors Meetings to members of the public and non-essential District staff.

The public may listen to and/or participate in this meeting via landline or mobile telephone or via computer, with video and audio enabled or audio only. If you wish to comment on an item, but do not wish to participate during the meeting, the public may submit comments prior to the meeting via email to info@didwater.org before 5:00 p.m. on the day of the Board Meeting and they will be read into the record.

ACCESSING THE ONLINE MEETING:

We recommend logging-in 15 minutes early (at 5:15 pm) to get set up and address any technical issues before the meeting starts. When you access the meeting, you will be placed into a waiting room and admitted into the meeting by the meeting hosts. There are four methods for joining the meeting:

1. From Computer - One Click to Join

<https://zoom.us/j/93975668769?pwd=OUxZMTcyRGwva1hhMytJZkZ3UHNadz09>

2. From Computer Web Browser

<https://zoom.us/join>

When prompted, use Meeting ID: 939 7566 8769

Passcode: 364566

3. From your Mobile Phone: One-Tap Mobile

+16699009128,,93975668769#,,,,*634114#

4. Dial-in using your Mobile Phone or Landline:

+1 669 900 9128

When prompted, use Meeting ID: 939 7566 8769

Passcode: 634114

**If you experience any issues connecting to the meeting, please call or text
Durham Irrigation District at (530) 570-2309 for assistance.**

Please note that when you access the meeting, you will be placed into a waiting room and admitted into the meeting by the meeting host.

- The Board of Directors is committed to making its meetings accessible to all citizens. If you need a special accommodation to participate in the meeting, please contact the District Administrative Office at (530) 343-1594 or info@didwater.org at least 24 hours in advance of the meeting.
- The Board of Directors or its President pursuant to Government Code section 54954.3 reserves the right to impose reasonable rules governing public participation on agenda and non-agenda items, including limiting the total amount of time allocated to public testimony on particular issues and for each individual speaker.

**Durham Irrigation District Board of Directors
Board Meeting
April 19, 2022 - 5:30 PM
AGENDA**

**COPIES OF THIS AGENDA AVAILABLE FROM:
Durham Irrigation District Office or Online at www.didwater.org**

Posted: 3:00PM, April 14, 2022 at 9418-C Midway, Durham, CA 95938 and www.didwater.org

Board of Directors:

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

District Staff:

Jeff Carter, District Counsel
Mark Adams, District Engineer
Mike Butler, Water Operator
Jeannie Trizzino, Administrative Assistant

AGENDA ITEMS:

1 CALL TO ORDER

- 1.1 Roll Call/Establishment of Quorum
- 1.2 Consideration of Resolution 2022-04 authorizing remote teleconference/Zoom meetings of the DID Board for the period of 30-days.
Action Requested: That the Board consider and approve Resolution 2022-04 of the Durham Irrigation District Board authorizing remote teleconference meetings of the Board for 30 days pursuant to the Ralph M. Brown Act and California Assembly Bill 361.
 - 1.2.1 Article from CSDA – Guidance on AB361, special districts and remote meetings (04.05.2022)
Action Requested: For information only.
- 1.3 Introduction of Guests

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 PRESENTATIONS

All Items Informational/Possible Action
None.

4 CONSENT AGENDA

All items listed under the Consent Agenda are considered to be routine and will be enacted by one motion unless an item is removed. Resolutions will be read by title only. There will be no separate discussion of these items unless members of the Board, or persons in the audience, request specific items to be removed from the Consent Agenda to the Regular Agenda for separate discussion, prior to the time the Board votes on the motion to adopt the Consent Agenda. If any item(s) are removed from the Consent Agenda, the item(s) will be considered immediately following action on the Consent Agenda.

Action Requested: that the Board of Directors approve the Consent Agenda.

- 4.1 Minutes – no minutes prepared.
- 4.2 Monthly Financial Report for March 2022, including:
 - 4.2.1 Balance Sheet
 - 4.2.2 Profit & Loss Statement
 - 4.2.3 Previous Year Comparison
 - 4.2.4 General Ledger
 - 4.2.5 AR Aging Report
- 4.3 Approval of the Warrant Sheet from March 15, 2022 to April 18, 2022, including payments, deposits, and transaction adjustments.

5 REGULAR AGENDA

- 5.1 Items Removed from Consent Agenda

6 CORRESPONDENCE

All Items Informational/Possible Action/Direction

- 6.1 Ltr. from Owner - Acct 226 9393 Goodspeed (04.05.2022)
Action Requested: Owner requests investigation into high billing as outlined in their letter. Also attached is District's internal Work Order 170, which is included for background.
- 6.2 Ltr. from Owner (02.03.2022) reimbursement claim
Action Requested: None. Release claim is being finalized reimbursement relating to emergency repair on January 28, 2022.
- 6.3 Notice from Congressman LaMalfa - Early Notice for Funding Requests (03.24.2022)
Action Requested: Staff requires guidance on funding request submittals, if any.
- 6.4 Ltr. from CSDA - Call to Action - Oppose Initiative 21-0042A1 (03.15.2022)
Action Requested: Consider and adopt CSDA's draft resolution to oppose a proposed initiative that will limit the ability of local governments to enact, modify, or expand property-related charges.
- 6.5 Ltr. from Camp and McLaughlin (03.22.2022) rent increase effective May 2022.
Action Requested: None. For information only.
- 6.6 Ltr. from EDD (03.25.2022) Notice of Form Delinquency
Action Requested: None, for information only; staff will follow up with EDD on this longstanding matter.
- 6.7 Ltr. from SDRMA (03.25.2022) estimated 2022-2023 contribution
Action Requested: None, for information only.

- 6.8 Article – Governor’s Drought Announcement (03.28.2022)
Action Requested: Staff requests guidance on customer outreach.
- 6.9 Ltr. from Butte County (04.12.2022) Northern Sacramento Valley Integrated Regional Water Management Board is currently recruiting for an at-large seat on the Technical Advisory Committee
Action Requested: None, for information only.

7 WATER OPERATIONS BUSINESS

- 7.1 Ongoing/New Business
All Items Informational/Possible Action/Direction
- 7.2 Review of Water Operator Log for March 2022 (Operator Mike Butler)
 - 7.2.1 Ltr. from Sierra Water Utility (03.25.2022) with estimate for two options for backflow device at Holland Site
- 7.3 Pressure Tank Project updates:
 - 7.3.1 Durham Pump
 - 7.3.2 NorthStar status report
 - 7.3.3 Other Items
- 7.4 Site 3 (Library) Well motor replacement
Discuss possible replacement motor for Site 3. Water Operator to provide update on motor replacement options and pricing.
- 7.5 Monthly Work Order Status Report through April 10, 2022
- 7.6 Monthly Metered Water Sales through March 2022

8 GENERAL BUSINESS

- 8.1 District Activities and Status Report.
(All Items Informational/Possible Action/Direction)
 - 8.1.1 Project Update: Pressure Tank Replacement – See Item 7.3
Action Requested: Status and possible actions.
 - 8.1.2 Project Update: Bid Package for the Brown/Faber Alley Main Line Replacement Project.
Action Requested: Status and possible actions.
 - 8.1.3 Capital Improvement Plan - Projects and Cost Estimates. Set CIP Planning Meeting dates to review identified projects, timeline for implementation, and financial opportunities and constraints.
Action Requested: None. Revisit in July 2022.
 - 8.1.4 Project Update: USBR Grant and Lead Service Laterals Replacement Projects and Timeline.
*Action Requested: Status of grant extension and necessary project activities. Staff, Board President and District Engineer met with USBR and Federal Contracting staff on March 21, 2022. See correspondence dated 3/21/2022 specifying a **May 6, 2022** deadline to receive certain materials and maps from District in required for grant extension.*

- 8.1.5 Easement Agreement between DID and DUSD for connections along east side of Durham Dayton Highway.
Action Requested: Status update from District Counsel or District Engineer on draft letter agreement.
- 8.2 Policies and Procedures Manual. Status and possible actions relating to the following items:
 - 8.2.1 Policy: Sealed Meters
 - 8.2.2 Policy: Homeowner incursion of District easement, specifically owner responsibility for damage caused to pipeline caused by trees
 - 8.2.3 Policy: Accounts Receivable
Action Requested: None, district counsel provided letter template; staff will provide update.
 - 8.2.4 Policy: Backflow Device Inspection – Policy approved at February 2022 Board Meeting.
Action Requested: Guidance on ~\$1,100 charge incurred by District to repair/replace backflow device for customer. See for reference 2022 Backflow Testing Report; also note:
 - 1. *Some inspection sites are not associated with District accounts*
 - 2. *Some businesses may be required to have a backflow device installed (specifically Durham Deli at 9391 Midway, formerly Empire Club).*
 - 8.2.5 Policy: Water Service
Action Requested: Develop comprehensive policy for water service.
- 8.3 Development Projects. Review status of development projects' activities.
 - 8.3.1 Butte County Farm Bureau Project – 9412 Jones Avenue
 - 8.3.2 Dubose Midway Development
 - 8.3.3 Keeney Estates (aka Creekside Estates)
 - 8.3.4 Symmes – Durham-Dayton Development
- 8.4 Sierra Water Utility Contract renewal
Action Requested: Update from Counsel on contract renewal status.
- 8.5 Annual Audit 2020. Review status of audit activities.
Action Requested: None.
- 8.6 Annual Audits RFP status.
Action Requested: Update from staff.
- 8.7 Update on Memorandum to Board dtd December 14, 2021 regarding 2553 Durham Dayton Highway.
Action Requested: None. For information only. DID Account opened and paid in full. Account will fall under regular billing cycle. No further action needed.
- 8.8 Website Pageview Report. March 2022 pageviews.
Action Requested: None. For information only.
- 8.9 Options for general management of the District, including, but not limited to, potential General Manager replacement and advertisement.
Action Requested: Continue to review and discuss options for general management of the District and provide direction to staff.

9 ATTORNEY REPORT

- 9.1 Updates from Legal Counsel not discussed under other Agenda Items.
*See also Closed Session **Item 12.1.***
- 9.2 Updates on 2022 Ballot Measure.
- 9.3 Updates on Vina GSA Fee allocation.

10 VINA GSA

(All Items Informational/Possible Action/Direction)

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

- 10.1 Vina GSA SHAC Meetings
- 10.2 Vina GSA Board Meetings
 - 10.2.1 Vina Groundwater Subbasin 2021 Water Year Annual Report (03/2022) (only the report's executive summary is included in agenda packet)
- 10.3 Vina GSA/RCRD GSA Board Meetings

11 DIRECTORS' COMMENTS:

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

12 CLOSED SESSION

- 12.1 Conference with counsel on litigation in the matter of *AquAlliance, et al. v. Vina GSA, et al.*
- 12.2 Consideration of Employment Agreement – Jeannie Trizzino. Pursuant to Government Code Section [54957\(b\)\(1\)](#)
Title: Administrative Assistant
- 12.3 OPEN SESSION CONTINUED – Consideration and Possible Approval of Employment Agreement – Jeannie Trizzino
Action Requested: Approve employment agreement for Jeannie Trizzino.

13 ADJOURNMENT

Adjourn to the next Regular Board Meeting, May 17, 2022.