



**Durham Irrigation District Board of Directors
Board Meeting
April 18, 2023 - 5:30 PM
MINUTES**

Board of Directors:

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

PRESENT
PRESENT
ABSENT

District Staff:

Mike Butler, Water Operator
Adam Daigle, Water Operator Assistant
Mark Adams, District Engineer
Dustin Cooper, Legal Counsel – VIA telephone
Jeff Carter, Legal Counsel
Jeannie Trizzino, Admin. Assistant

PRESENT
PRESENT
PRESENT
PRESENT
PRESENT
PRESENT

1 CALL TO ORDER

- 1.1 Meeting was called to order by Chair Doyle at 5:33 pm.
- 1.2 Introduction of Guests – Ms. Kamie Loeser, Director Butte County Water and Resource Conservation, Mr. Patrick Button, Mr. Derek Sohnrey

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

At 5:34 pm the Board adjourned to Closed Session and guests were asked to leave the meeting room.

- 2.1 Significant exposure to litigation; one potential case.

OPEN SESSION

At 6:10 pm the Board returned to Open Session and summarized the Closed Session as follows:

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

3 PUBLIC COMMENT

Mr. Button asked for clarification on new meter project for the District. District staff and water operator explained the following items – each unit at Goodspeed Commons and the outside irrigation has its own meter. Water operator explained that the new meters will continue to be manually read, but that they have the capability to be converted to provide automatic readings; the system will be half-smart.

Mr. Sohnrey asked whether the full cost of the March 2023 Proposition 218 process had been calculated; Chair Doyle replied that the matter and calculations are ongoing.

4 PRESENTATIONS

All Items Informational/Possible Action

- 4.1 * Vina GSA Update – Durham Irrigation District Cost Share – Kamie Loeser, Director Department of Water and Resource Conservation, Butte County

Discussion:

Vina GSA Update Presentation was posted to District website – Item 4.1 Long-term Financing Vina GSA (04.18.2023).

Vina GSA will proceed with a Proposition 218 process to implement Vina GSA funding. The Proposition 218 notice is expected to be sent out the week of May 22, 2023 with a planned public hearing in July 2023, and will appear as a line item on the County tax roll in December 2023. The estimated cost share for Durham Irrigation District, based on its proportion of acreage (0.29% of entire acreage of Vina GSA) is less than \$2,000 per year. Once funding is in place, Vina GSA will no longer look to DID for in-kind support. For more

information on the funding structure and timeline, Ms. Loeser referred the Directors to the [April 12, 2023 Vina GSA Board Meeting Packet](#), which contains the Draft Technical Memorandum Providing Recommendations Regarding Long-Term Funding Options. The draft technical memorandum was adopted by the Vina GSA Board. The budget and fee structure, if adopted, will cover SGMA compliance, not projects.

Public Comment:

Mr. Button asked for clarification on several points, which Ms. Loeser provided.

5 CONSENT AGENDA

- 5.1 Monthly Financial Report for March 2023, including:
 - 5.1.1 * Balance Sheet
 - 5.1.2 * Profit & Loss Statement
 - 5.1.3 * Previous Year Comparison
 - 5.1.4 * General Ledger
 - 5.1.5 * Board Recap, Water Sales and AR Aging Report
- 5.2 * Approval of the Warrant Sheet from March 21, 2023 to April 17, 2023, including payments, deposits, and transaction adjustments.
- 5.3 * Approval of the minutes for the March 21, 2023 **Regular** Board Meeting.
- 5.4 * Approval of the minutes for the March 20, 2023 **Special** Board Meeting.

Motion: *That the Board consider and approve the consent agenda.*

Board Discussion: *None.*

Public Comment: *None.*

Action Taken: *On a motion made by Cooper and seconded by Doyle, the Board approved the motion.*

Vote results *Ayes carried.*

Ayes: *Cooper, Doyle*

Noes:

Abstained:

Absent: *Phillips*

6 REGULAR AGENDA

- 6.1 Items Removed from Consent Agenda

7 CORRESPONDENCE

All Items Informational/Possible Action/Direction

- 7.1 * Butte LAFCo Budget Committee Agenda (03.23.2023)
- 7.2 * Financial Transactions Report (FTR) 2021 Durham Irrigation District (2022)
- 7.3 * Ltr. from SDRMA (03.27.2022) estimated 2023-2024 contribution

8 WATER OPERATIONS BUSINESS

- 8.1 Ongoing/New Business
All Items Informational/Possible Action/Direction
- 8.2 * Review of Water Operator Log for March 2023 (Operator Mike Butler)
- 8.3 * Monthly Work Order Status Report through April 13, 2023

Discussion: *Water Operator summarized repairs and activities for the prior month, in particular noting that he improved operational flexibility with the replacement of a single old valve at Goodspeed and Florida with a three-valve system, which improve his ability to isolate smaller sets of connections for future repairs. The District’s annual EARS system report to the State Water Board is in progress.*

Public Comment: NONE.

9 GENERAL BUSINESS

9.1 District Activities and Status Report from District Engineer.

(All Items Informational/Possible Action/Direction)

Status Updates and Activities Not Requiring Board Action

9.1.1 Capital Improvement Plan Update – NO UPDATE

9.1.2 District Funding Options Update – NO UPDATE

9.1.3 Project Update: USBR Grant Funded Lead Service Laterals Replacement Project

Discussion: *District Engineer reported draft notification to customers of planned meter installation is in progress; NorthStar is preparing a meter replacement survey and planned replacement sites; cultural survey coordination with Genesis Society underway; District to pay for water meters through Sierra Water Utility; SCADA equipment has been ordered.*

Public Comment: NONE.

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

Discussion: *District Counsel Carter has completed the corrections to the agreement as discussed at previous Board meeting and he will coordinate with Durham Unified School District to have the matter reviewed and placed on the DUSD Board of Trustees agenda for adoption.*

Public Comment: NONE.

9.1.5 Well Agreement between DID and Kyle and Shanna Brock – NO UPDATE

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

9.2.1 No development project updates.

9.3 * Proposal for Public Outreach Services

Motion: *That the District approve the Proposal for Public Outreach Services from Nicole Johanssen for a 6-month period, not to exceed 20 hrs / month.*

Board Discussion: *Chair Doyle comments that it would be helpful for the District to be a presence at community organization meetings and at other events as they come up.*

Public Comment: None.

Action Taken: *On a motion made by Doyle and seconded by Cooper, the Board approved the motion.*

Vote results *Ayes carried.*

Ayes: *Cooper, Doyle*

Noes:

Abstained:

Absent: *Phillips*

9.4 Memorandum to Board

9.4.1 * District Fiscal Officer

Motion: *That the District approve Legal Counsel Carter to continue serving as the District's Fiscal Officer.*

Board Discussion: *Upon questioning by Director Cooper, Counsel Carter agreed to continue serving as fiscal officer.*

Public Comment: *None.*

Action Taken: *On a motion made by Cooper and seconded by Doyle, the Board approved the motion.*

Vote results *Ayes carried.*

Ayes: *Cooper, Doyle*

Noes:

Abstained:

Absent: *Phillips*

9.5 Update on Accounts Receivable Status.

Board Discussion: *Staff provided a summary of accounts receivable status and intention to place past due accounts on County's lien list. District Counsel Carter said he would research and provide guidance to District Staff.*

Board decided to move June 2023 board meeting from June 20 to June 8, to allow steps to be taken for lien list to be transmitted to the county.

Public Comment: *None.*

9.6 Policy and Procedure Manual Updates.

9.6.1 Introduction (Doyle) – NONE

9.6.2 Water Rates, Operating fees, and Billing Procedure (Phillips) – NONE

10 ATTORNEY REPORT

10.1 Updates from Legal Counsel not discussed under other Agenda Items – NONE
See Closed Session Items in Section 13.

10.2 Updates on Vina GSA Fee allocation – See report and discussion under Item 4.1 – Vina GSA Fee Allocation Update.

11 VINA GSA

(All Items Informational/Possible Action/Direction)

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

11.1 Vina GSA SHAC Meetings

11.2 Vina GSA Board Meetings

11.3 Vina GSA/RCRD GSA Board Meetings

12 DIRECTORS' COMMENT – NONE

13 CLOSED SESSION – NONE

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

14 ADJOURNMENT

Meeting adjourned at 7:24 pm.