



## DURHAM IRRIGATION DISTRICT

### Meeting Agenda

#### Board of Directors:

*Matt Doyle, Chair; Kevin Phillips, Treasurer; Derek Sohnrey*

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Tuesday, September 17, 2024

5:30 PM

District Office

9418-C Midway

Durham CA 95938

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**COPY OF AGENDA and AGENDA PACKET AVAILABLE FROM:**  
Durham Irrigation District Office or Online at [www.didwater.org](http://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 CORRESPONDENCE - NONE****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.  
FISCAL IMPACT: NONE  
ACTION REQUESTED: Receive information, discuss and provide direction.

**6 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.

**7 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.

- 7.1 Warrant Sheet from August 16, 2024 to September 12, 2024, including payments, deposits, and transaction adjustments.  
SUBJECT: Approve payments, deposits, and transaction adjustments.  
FISCAL IMPACT: See attachments.  
ACTION REQUESTED: APPROVE  
ATTACHMENTS:  
7.1.1 Warrant Sheet  
7.1.2 Financials  
7.1.3 Board Recap, Water Sales and AR Aging Report
- 7.2 Board of Directors Meeting Minutes for August 20, 2024.  
SUBJECT: Approve draft minutes.  
FISCAL IMPACT: NONE.  
ACTION REQUESTED: APPROVE  
ATTACHMENTS:  
7.2. August 20, 2024 Board Minutes

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**8 DISTRICT ENGINEER REPORT**

- 8.1 Brown-Faber Pipeline Replacement  
SUBJECT: Segments of the Brown-Faber Pipeline are in poor condition and need to be replaced as emergency repair work.  
FISCAL IMPACT: TK  
ACTION REQUESTED: TK
- 8.2 CIP Update  
SUBJECT: District Engineer to report on changes to the CIP adopted at the June 2024 board meeting.  
FISCAL IMPACT: NONE  
ACTION REQUESTED: Adopt revised Final CIP.  
ATTACHMENTS:  
8.2 TK – PENDING FINAL REVISED VERSION.
- 8.3 Capacity Fees  
SUBJECT: District Engineer to report on financing schedule and plan for the Capacity Fee/Prop 218 Process.  
FISCAL IMPACT: NONE  
ACTION REQUESTED: Receive information, discuss and provide direction.
- 8.4 USBR Grant-Funded Meter Replacement and Lead Service Laterals Assessment Project  
SUBJECT: USBR Grant reimbursement update.  
FISCAL IMPACT: NONE  
ACTION REQUESTED: Receive information, discuss and provide direction.
- 8.5 CIP and Funding Implementation Assistance Services  
SUBJECT: Approval of agreement with Luhdorff & Scalmanini Consulting Engineers (LSCE) for continued CIP and funding implementation services. The previous agreement for services approved in 2022 is expended.  
FISCAL IMPACT: Not to exceed \$15,000.00.  
ACTION REQUESTED: District Engineer recommends the Board approve the agreement.  
ATTACHMENTS:  
8.5 LSCE AGREEMENT FOR CIP AND FUNDING ASSISTANCE (08.26.2024)

**9 DISTRICT OUTREACH REPORT (NON-ACTION ITEMS)**

SUBJECT: Report by Nicole Johansson on the following areas: (a) community outreach, (b) funding opportunities, (c) legislative outreach, and (d) management responsibilities, including mass notification system.  
FISCAL IMPACT: NONE  
ACTION REQUESTED: Receive information, discuss and provide direction.  
ATTACHMENTS:  
9 Cost Summary to Date

**10 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.

ATTACHMENTS:

10.1 Water Operator Log for August 2024

10.2 Work Order Status Report for September 2024

**11 DISTRICT COUNSEL REPORT (NON-ACTION ITEMS)**

SUBJECT: Verbal report by counsel on district-related activities. *See also regular agenda.*

**12 REGULAR AGENDA**

12.1 Consideration of District Bylaws

SUBJECT: Consideration of District Bylaws.

FISCAL IMPACT: NONE

ACTION REQUESTED: Adopt District Bylaws.

ATTACHMENTS: TK.

12.2 Certificate of Insurance Tracking Service

SUBJECT: Consideration of agreement for tracking services for Certificates of Insurance, W9s, and other compliance documents to ensure liability coverage minimums are met and that COIs and business licenses are still active. The District has ~30 vendors it must track and will have more as work on CIP projects commences, as well as SCIF vendor audits. The PINS service will allow the District to automate required document requests, reducing staff time to accomplish a labor-intensive task.

FISCAL IMPACT: \$1,000 / year

ACTION REQUESTED: Approve 12-month service agreement with PINS for certificate of insurance tracking.

ATTACHMENTS:

12.2 PINS PROPOSAL (09.2024)

**13 DIRECTORS' COMMENTS**

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

**14 ADJOURNMENT**

Adjourn to the next Regular Board Meeting on October 15, 2024.