

**Durham Irrigation District Board of Directors
Board Meeting
October 18, 2022 - 5:30 PM
AGENDA**

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

- *The Board of Directors is committed to making its meetings accessible to all citizens. Any person requiring special accommodation to participate is requested to contact the District Office at 530-343-1594 at least 48 hours in advance of the meeting.*
- *The Board of Directors or its Chair, pursuant to Government Code section 54954.3, reserve the right to impose reasonable regulations 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.*

Posted: 3:00PM, October 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 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 following Consent Agenda items.

- 4.1 Monthly Financial Report for September 2022, 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 September 20, 2022 to October 17, 2022, including payments, deposits, and transaction adjustments.
- 4.3 Approval of the minutes for the September 20, 2022 and April 19, 2022 Board Meetings.

5 REGULAR AGENDA

- 5.1 Items Removed from Consent Agenda

6 CORRESPONDENCE

All Items Informational/Possible Action/Direction

- 6.1 NONE

7 WATER OPERATIONS BUSINESS

- 7.1 Ongoing/New Business
All Items Informational/Possible Action/Direction
 - 7.1.1 Replace fence behind Library site
- 7.2 Review of Water Operator Log for September 2022 (Operator Mike Butler)
- 7.3 Monthly Work Order Status Report through October 15, 2022

8 GENERAL BUSINESS

- 8.1 District Activities and Status Report from District Engineer.
(All Items Informational/Possible Action/Direction)
 - 8.1.1 Status Updates and Activities Not Requiring Board Action
 - 8.1.1.1 Project Update: Bid Package for the Brown/Faber Alley Main Line Replacement Project.
 - 8.1.1.2 Capital Improvement Plan - Projects and Cost Estimates and set CIP Planning Meeting dates to review identified projects, timeline for implementation, and financial opportunities and constraints.
 - 8.1.1.3 Annual Audit 2020. Review status of audit activities.

- 8.1.2 Project Update: USBR Grant and Lead Service Laterals Replacement Projects and Timeline.
Action Requested: Update from District Engineer and staff on status of grant.
- 8.1.3 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 Development Projects. Review status of development projects' activities.
 - 8.2.1 No development project updates.
- 8.3 Annual Audit RFP status
Action Requested: Approve proposal from Horton McNulty & Saeturn (HMS).
- 8.4 Memorandum to Board
 - 8.4.1 Regarding Acct 684 – 2469 Tracy Ranch Road.
Action Requested: Resolution to owner following discussion at June and July board meetings.
- 8.5 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.
- 8.6 Update on Accounts Receivable Status.
Action Requested: Update from staff on collections status.
- 8.7 Drought Planning for Small Water Suppliers and Rural Communities required under SB 552.
Action Requested: Further discussion on SB552 compliance.
Under SB552 small water suppliers are required to (1) have an abridged water shortage contingency plan, (2) annually report their water supply conditions and use, and (3) possibly upgrade their infrastructure to drought-resilient standards.
NOTE: The initial deadlines for small water suppliers are:
--Detect Production Well Groundwater Levels – 1/1/2023
--Be a member of a mutual aid organization – 1/1/2023 - CalWarn --
<https://www.calwarn.org/>
- 8.8 Policy and Procedure Manual Updates.
 - 8.8.1 Introduction
 - 8.8.2 Water Service
 - 8.8.3 Sealed Meters
 - 8.8.4 Homeowner incursion of District easement, specifically owner responsibility for damage caused to pipeline caused by trees
 - 8.8.5 Accounting Policy, specifically relating to federal grant management requirements

ATTORNEY REPORT

8.9 Updates from Legal Counsel not discussed under other Agenda Items
See Closed Session Item 12.1.

8.10 Updates on 2022 Ballot Measure

8.11 Updates on Vina GSA Fee allocation

9 VINA GSA

(All Items Informational/Possible Action/Direction)

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

9.1 Vina GSA SHAC Meetings

9.2 Vina GSA Board Meetings

9.3 Vina GSA/RCRD GSA Board Meetings

10 DIRECTORS' COMMENTS:

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

11 CLOSED SESSION – if needed

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

11.2 Consideration of Employment Agreement – Jeannie Trizzino. Pursuant to Government Code Section [54957\(b\)\(1\)](#)

Title: Administrative Assistant

11.3 OPEN SESSION CONTINUED – Consideration and Possible Approval of Employment Agreement – Jeannie Trizzino

Action Requested: Approve employment agreement for Jeannie Trizzino.

12 ADJOURNMENT

Adjourn to the next Regular Board Meeting, October 18, 2022.