

MINUTES
REGULAR MEETING
BOARD OF DIRECTORS
PARADISE IRRIGATION DISTRICT
AUGUST 16, 2023

The regular meeting of the Board of Directors of the Paradise Irrigation District (PID) was called to order at 5:30 p.m. by President Shelby Boston followed by a reflection and The Pledge of Allegiance to the Flag of the United States of America.

OPENING

BOARD MEMBERS PRESENT: Directors Marc Sulik, Elliott Prest, Vice President Bob Matthews, and President Shelby Boston

ROLL CALL

BOARD MEMBERS ABSENT: Director Chris Rehmann

STAFF PRESENT: District Manager Tom Lando, Assistant District Manager Mickey Rich, Finance Manager/Treasurer Brett Goodlin, District Engineer Blaine Allen, WTP Superintendent Rebekah Sorensen, Administrative Assistant Sarah Fenton, and Secretary Georgeanna Borrayo

ALSO PRESENT: Consultants Sami Kader and Colleen Boak with Water Works Engineers, Nicole Maddox and Brandon Kanatani with APTIM Environmental & Infrastructure, and members of the public

No public comments were received.

PUBLIC COMMENT
(Item 2)

President Boston announced the Board will adjourn to closed session to discuss agenda items 3.a. and 3.b. Following an opportunity for public comment, the Board adjourned to closed session at 5:34 p.m. regarding the following:

CLOSED SESSION
(Item 3.a. to 3.b.)

3.a. Public Employment and Public Employee Performance Evaluation of the District Manager (Government Code § 54957).

Closed Session Announcement: Direction has been provided to counsel and staff.

3.b. Conference with Labor Negotiator pursuant to Government Code § 54957.6.

Agency Designated Representative: Tom Lando, District Manager

Employee Organization: General Unit represented by IBEW Local 1245

Closed Session Announcement: Direction has been given to the agency designated representative.

President Boston reconvened the regular meeting at 5:40 p.m. and provided closed session announcement information as listed in italicized print under each closed session item above.

CLOSED SESSION
ANNOUNCEMENT
(Item 4)

APPROVAL OF
CONSENT
CALENDAR
(Item 5.a. to 5.d.)

District Manager Tom Lando recommended tabling agenda items under new business for further review: 11.a. - PID Fuel Break Treatment Plan for review by the Administration & Personnel Committee, and agenda item 11.f. – Meter Service Department Proposed Changes.

Board members reviewed consent calendar items as follows:

- 5.a. Approval of Meeting Agenda Order
- 5.b. Approval of Minutes – Regular Meeting of July 19, 2023
- 5.c. Approval of Letter of “Merit Rejection” for submittal to ACWA Joint Powers Insurance Authority
- 5.d. Approval of Resolution 2023-12 Declaring Surplus Property – 2010 Dump Truck (Unit No. 42)

It was moved by Director Matthews and seconded by Director Sulik to approve Consent Calendar items as presented, excluding new business agenda items 11.a. and 11.f. Directors' votes were polled as follows by roll call:

AYES: Directors Matthews, Sulik, Prest, and President Boston

NOES: None

ABSENT: Director Chris Rehmann

Motion passes 4-0

DISCUSSION –
DISCONTINUED
SERVICE METERS
(Item 6.)

Board members reviewed customer communications received from Will Brown and Benedict Di Duca relating to additional capacity charges for parcels moving from the Disconnected to Ready to Serve or Active rates after the deadline.

Attorney Dustin Cooper reported reviewing the material and speaking with PID staff and indicated it would be his recommendation to decline their request for reconsideration. It is necessary to draw the line at some point and if you entertain these requests, then the Board is going to entertain future requests. Mr. Di Duca executed PID's form to end water service on multiple accounts, which very clearly put him on notice he was subject to future charges.

It was moved by Director Matthews and seconded by Director Prest to deny the request from Will Brown in reference to 2382 Tokay Court, Paradise, California.

AYES: Directors Matthews, Sulik, Prest, and President Boston

NOES: None

ABSENT: Director Chris Rehmann

Motion passes 4-0

It was moved by Director Sulik and seconded by Director Matthews to deny the appeal request from Benedict Di Duca dated July 30, 2023.

AYES: Directors Matthews, Sulik, Prest, and President Boston

NOES: None

ABSENT: Director Chris Rehmann

Motion passes 4-0

ACCEPTANCE OF
TREASURER'S
REPORT FOR
PERIOD ENDING
JULY 31, 2023

Board members reviewed a written Treasurer's Report prepared by Finance Manager / Treasurer Brett Goodlin for the period ending July 31, 2023, highlighting the District's cash position, debt service analysis, operational overview, and investment income. Treasurer Goodlin noted a correction under item 4 – Expenses, stating the YTD amount for Source of Supply and Treatment is shown as \$76,454. The correct figure is **\$152,907**.

It was moved by Director Prest and seconded by Director Matthews to accept the Treasurer's Report as for the period ending July 31, 2023.

AYES: Directors Matthews, Sulik, Prest, and President Boston
NOES: None
ABSENT: Director Chris Rehmann

Motion passes 4-0

CONTINUED –
ACCEPTANCE OF
TREASURER'S
REPORT
(Item 7.a.)

Board members reviewed accounts payable expense reports for the month of July 2023. It was moved by Director Prest and seconded by Director Sulik to approve payments consisting of check numbers 57964 through 57983 in the amount of \$1,396,904.96, and electronic payments of \$1,929,333.07 by EFT for the month of July 2023 for total payments of \$3,326,238.03, and authorization of a similar amount allowing or adjusting for extraordinary budget or Board approved items during the month of August 2023.

EXPENSE
APPROVAL
REPORT FOR THE
MONTH OF JULY
2023 APPROVED
(Item 7.b.)

AYES: Directors Matthews, Sulik, Prest, and President Boston
NOES: None
ABSENT: Director Chris Rehmann

Motion passes 4-0

Board members reviewed written Staff and Consultant Report updates provided in the agenda packet. Discussion included: 1) A preliminary review of the Draft Municipal Service Review Update prepared by Swale, Inc.; 2) Completion of the Classification Study by CPS HR Consulting with the next phase to focus on the Compensation Study; 3) Scheduling a work session after the beginning of the year to review the Strategic Business Plan; 4) Factors that can impact water pressure in certain areas; 5) Water Supply Recovery Program Update from Water Works Engineers; and 6) Post Fire Disaster Public Assistance & Recovery Management Services update from Nicole Maddox and Brandon Kanatani with Aptim Environmental & Infrastructure.

PID STAFF &
CONSULTANT
REPORT UPDATES
(Item 8.a. – 8.h.)

Finance Committee: Director Matthews reported discussion at the August 3rd committee meeting included additional options to accept payments online, potential discussions with the Town of Paradise about managing the Fire Hydrant Fund, which provides a mechanism for the installation, repair, and maintenance of fire hydrants, and revisions to the Investment Policy to be presented under new business item 11.c. The next committee meeting will be held on Thursday, September 7, 2023 at 8:00 a.m.

COMMITTEE
REPORTS
(Item 9.a. & 9.b.)

Community Relations Committee: Director Sulik announced a meeting was held on August 8th, which included updates regarding the electronic sign for installation at the site of the PID administration building, public outreach review by Cedar Creek, and coordination of notifications for the Reservoir B tie-in. The next committee meeting is scheduled on Tuesday, October 10, 2023 at 8:00 a.m.

Unfinished Business: No unfinished business to report.

UNFINISHED
BUSINESS:

President Boston confirmed prior to review of the Consent Calendar, the Board of Directors concurred to table this item and refer to the PID Administration & Personnel Committee for review.

PID FUEL BREAK
TREATMENT PLAN
AGENDA ITEM
TABLED
(Item 11.a.)

PID SCHEDULE OF
FEES AND
CHARGES
ITEM TABLED
(Item 11.b.)

Assistant District Manager Mickey Rich indicated the proposed schedule of fees is representative of the current costs to provide non-property related services. In addition to evaluating an increase to the \$25.00 citation amount for non-compliance under the Wise Water Use Guidelines, staff is reviewing questions with Legal Counsel relating to potential penalty fees for infrastructure damage. Board members agreed to table this item and bring back for discussion following review with Legal Counsel.

REVISIONS TO PID
INVESTMENT
POLICY ADOPTED
(Item 11.c.)

Rick Wood, Chief Financial Officer for the California Special District's Association, attended the July Finance Committee meeting and recommended some minor changes to the Investment Policy. The proposed revisions include updating positions within the district with investment authority, as well as simplifying investment limitation language to reference current California Government Code § 53601 in lieu of providing a specific list of allowed investment types.

It was moved by Director Sulik and seconded by Director Matthews to adopt the proposed revisions to Chapter 14.A – Investment Policy.

AYES: Directors Matthews, Sulik, Prest, and President Boston

NOES: None

ABSENT: Director Chris Rehmann

Motion passes 4-0

PID / TOWN OF
PARADISE LIAISON
COMMITTEE
(Item 11.d.)

District Manager Tom Lando discussed holding the PID/TOP Liaison meetings on an as needed basis and if the Board concurs, he will plan to include this as a discussion item during his meeting with the new Town Manager. Board members concurred with this suggestion. **Informational item only.**

CONCEPT
APPROVAL FOR
PIPELINE
EXTENSION
PROJECT FOR
MOOSE LODGE AT
5275 SKYWAY
APPROVED
(Item 11.e.)

District Engineer Blaine Allen reported the proposed pipeline extension project is for the Moose Lodge located at 5275 Skyway, which consists of a new 6-inch C-900 pipeline, as well as a meter, fire hydrant, and fire suppression system. An easement of approximately 20 feet will be granted to PID for the new pipeline.

It was moved by Director Matthews and seconded by Director Prest to authorize the approval of concept for the 6" main extension at 5275 Skyway and authorize the District Manager to enter into a Water Service Facilities Agreement with the owners of 5275 Skyway in Paradise.

AYES: Directors Matthews, Sulik, Prest, and President Boston

NOES: None

ABSENT: Director Chris Rehmann

Motion passes 4-0

METER SERVICE
DEPT. PROPOSED
CHANGES TABLED
(Item 11.f.)

President Boston confirmed the announcement to table this item was made at the beginning of the meeting prior to review of the consent calendar.

DIRECTORS'
COMMENTS

Director Matthews: Commented he is happy to be here.

Director Sulik: Acknowledged the good work of staff and consultants.

Director Prest: Echoed Director Sulik's comments and thanked President Boston for her reflection regarding support of residents in Maui affected by the wildfire.

ADJOURNMENT OF
MEETING

There being no further business, it was moved by President Shelby Boston to adjourn the regular meeting. The regular meeting of the PID Board of Directors was adjourned at 7:40 p.m.


Georgeanna Borrayo, Secretary


Shelby Boston, President

