



# Paradise Irrigation District

6332 Clark Rd, Paradise, CA 95969 · 530-877-4971 · Fax: 530-876-0483 · [www.pidwater.com](http://www.pidwater.com)

## AGENDA

### REGULAR MEETING PARADISE IRRIGATION DISTRICT BOARD OF DIRECTORS PID BOARD ROOM 6332 CLARK ROAD, PARADISE, CA 95969

**WEDNESDAY, JANUARY 21, 2026 – 9:00 AM**

- ❖ *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 Secretary at (530) 876-2039 at least 72 hours before the meeting.*
- ❖ *The following options are available for members of the public interested in participating in the meeting remotely:*

Via Zoom Meeting: <https://us02web.zoom.us/j/85625189348>  
Telephone: +1 669 900 6833 US (San Jose)  
Meeting ID: 856 2518 9348

*To improve participation during the meeting, we will accept public comments from Zoom Meeting participants. The Board cannot take action on any matter not on the agenda. Public comments specific to an agenda item will be read directly after the agenda item and before the Board votes on an item.*

*Via Email or Telephone: Public comments will be accepted via email at [gborrayo@paradiseirrigation.com](mailto:gborrayo@paradiseirrigation.com) with the subject line "PUBLIC COMMENT AGENDA ITEM NO." \_\_\_\_, or by telephone at (530) 876-2039 before 8:00 a.m. on the meeting day.*

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1. **OPENING:**
  - a. Call to Order
  - b. Public & Board Members: Please silence your cell phones.
  - c. Pledge of Allegiance
  - d. Roll Call
2. **PUBLIC COMMENT** – Individuals will be given an opportunity to address the Board regarding matters not scheduled on the agenda; however, the Board cannot take action on any matter not on the agenda. Comments will be limited to 3 minutes per speaker. Opportunity for public comment on agenda items will be provided at the time they are discussed by the Board of Directors, with comments limited to 3 minutes per agenda item.
3. **APPROVAL OF CONSENT CALENDAR:** *Action may be taken.*  
**(A roll call vote will be taken for approval of the consent calendar.)**
  - a. Approval of Meeting Agenda Order
  - (Pg. 4-9) b. Approval of Minutes – Regular Meeting of December 17, 2025
  - (Pg. 10-29) c. Approval of Expense Report – December 2025
  - (Pg. 30-31) d. Approval of Contract Extension with CPS HR Consulting - Human Resources On-Demand Services
  - (Pg. 32-37) e. Approval of Contract for PID Demonstration Garden Landscaping and Maintenance Services
  - (Pg. 38-42) f. Approval of Phase II for Community Advisory Committee Planning Services
  - (Pg. 43-52) g. Adopt Resolution No. 2026-01 authorizing approval of easement documents to Pacific Gas & Electric Company for PID property located in Magalia, California, APN 066-010-024
  - (Pg. 53-54) h. Approval to Purchase – Public Water Fountain for the Hope Plaza Project
- (Pg. 55) 4. **EMPLOYEE RECOGNITION REPORT:** Recognition of employee accomplishments. *Informational item only.*

5. **TREASURER'S UPDATE:**
  - (Pg. 56-57) a. **Treasurer's Report:** Review and acceptance of the Treasurer's Report for the period ending December 31, 2025. *Action may be taken.*
    1. [December Investment Summary](#)
  - (Pg. 58-63) b. **Statement of Investment Policy:** Review and reaffirm continuation and delegation of investment functions as provided in PID Rules and Regulations, Chapter 14, Investment Policy. *Action may be taken.*
6. **COMMITTEE AND CONFERENCE REPORTS – Information Item Only.**
  - a. Town of Paradise Sewer Project Ad Hoc Committee (Directors Bob Matthews and Marc Sulik)
  - b. TOP/PID Liaison Committee Meeting (Director Chris Rehmann)
7. **PID STAFF & CONSULTANT REPORT UPDATES:** Verbal and written report updates from staff and consultants. *Informational Report Updates. Direction may be given.*
  - (Pg. 64-66) a. District Manager's Report
  - (Pg. 67-74) b. Customer Service Activity Report
  - (Pg. 75-77) c. Strategic Business Plan Update
  - (Pg. 78-82) d. Field Operations Staff Report
  - (Pg. 83) e. Water Treatment Plant Staff Report
  - (Pg. 84-87) f. Engineering Report
  - (Pg. 88) g. Water Supply Recovery Program Update: Progress update provided by Water Works Engineers
  - h. Post Fire Disaster Public Assistance & Recovery Management Services Update: Progress update provided by Disaster Recovery Experts (DRE)
8. **NEW BUSINESS:**
  - (Pg. 89-103) a. **Urban Water Management Plan 2025 Update** (Blaine Allen, District Engineer): Approval to authorize the District Manager to execute an Agreement with West and Associates Engineering, Inc. to provide professional engineering and planning services to complete the 2025 Urban Water Management Plan Update for a total not-to-exceed amount of \$35,220.00. *Action may be taken.*
  - (Pg. 104-119) b. **Solar and Vehicle Proposal** (Blaine Allen, District Engineer): Approval to authorize the District Manager to amend the contract with Terra Verde Energy to include the Request for Proposal and Fleet Management Plan for a not-to-exceed amount of \$148,500.00. *Action may be taken.*
  - (Pg. 120-121) c. **Contract Amendment – Safety Consultant and Training Services** (Mickey Rich, Assistant District Manager): Approval to authorize Amendment No. 2 to the professional services agreement with Kilburg Safety Services, extending the term through June 30, 2026, and increasing the not-to-exceed contract amount to \$120,000.00. *Action may be taken.*
  - (Pg. 122-142) d. **Human Resources Mentoring and Consultant Services** (Mickey Rich, Assistant District Manager): Approval to authorize the District Manager to execute a short-term professional services agreement with Patton Public Consulting, LLC for Human Resources mentoring and consulting services for an amount not-to-exceed \$63,900.00. *Action may be taken.*
  - (Pg. 143-152) e. **Selection of Preferred Brand and Logo for Paradise Irrigation District** (Mickey Rich, Assistant District Manager): Select a preferred brand and logo concept from the options presented and provide direction to staff to proceed with finalization and implementation. *Action may be taken.*
  - (Pg. 153-166) f. **Contract for Audit Support Services** (Darleen Sowers, Chief Financial Officer): Approval to authorize the District Manager to enter into a contract with Baker Tilly Advisory Group, LP, as Paradise Irrigation District's audit support consultant for a cost not-to-exceed \$60,000.00. *Action may be taken.*
  - (Pg. 167-168) g. **Committees of the District** (Chris Rehmann, President): Discussion and appointment of Board Members to Committees of the District for 2026. *Action may be taken.*
  - h. **Discussion – Future Agenda Items**
9. **DIRECTORS' COMMENTS:** *Informational Item Only.*
10. **ADJOURNMENT**



CONSENT CALENDAR  
REGULAR MEETING  
PARADISE IRRIGATION DISTRICT  
BOARD OF DIRECTORS

WEDNESDAY, JANUARY 21, 2026 – 9:00 AM

AGENDA ITEM 3 – APPROVAL OF CONSENT CALENDAR

**(A roll call vote will be taken one time for the Consent Calendar)**

A. APPROVAL OF MEETING AGENDA ORDER

B. APPROVAL OF MINUTES – REGULAR MEETING OF DECEMBER 17, 2025

**Action Requested:** Approve Minutes for the regular meeting of the Board of Directors on December 17, 2025.

C. APPROVAL OF EXPENSE REPORT FOR DECEMBER 2025:

**Action Requested:** Approve payments consisting of check numbers 59108 to 59177 in the amount of \$3,366,058.35, and electronic payments of \$331,670.71 by EFT for December 2025 for total expenses of \$3,697,729.06, and authorization of a similar amount allowing or adjusting for extraordinary budget or Board-approved items during the month of January 2026.

D. APPROVAL OF CONTRACT EXTENSION WITH CPS HR (HUMAN RESOURCES ON-DEMAND SERVICES): **Action Requested:** Approve an amendment to the existing Professional Services Agreement with CPS HR Consulting to extend the contract term through June 30, 2026, with no changes to the scope of services or compensation.

E. APPROVAL OF CONTRACT FOR LANDSCAPE MAINTENANCE SERVICES FOR PID DEMONSTRATION GARDEN: **Action Requested:** Authorize approval to enter into an Agreement with Dawson Landscaping to provide landscape maintenance services for the PID Demonstration Garden property.

F. APPROVAL OF PHASE II – COMMUNITY ADVISORY COMMITTEE PLANNING SERVICES:

**Action Requested:** Approve the Phase II Community Advisory Committee (CAC) Implementation Proposal with Jennifer Liebermann Consulting in the amount of \$7,425.00.

G. ADOPT RESOLUTION NO. 2026-01 GRANTING AN EASEMENT DEED TO PACIFIC GAS & ELECTRIC COMPANY:

**Action Requested:** Adopt Resolution No. 2026-01 granting an Easement Deed from Paradise Irrigation District to Pacific Gas and Electric Company, and authorize the President to execute the Easement Deed granting a public utility easement to Pacific Gas and Electric Company for PID property located in Magalia, California, Butte County Assessor's Parcel Number 066-010-024.

H. APPROVAL TO PURCHASE WATER FOUNTAIN FOR THE HOPE PLAZA PROJECT:

**Action Requested:** Approve the purchase and installation of a public water fountain for the Hope Plaza Project at a cost not-to-exceed \$10,000.00.

MINUTES

REGULAR MEETING  
BOARD OF DIRECTORS  
PARADISE IRRIGATION DISTRICT  
DECEMBER 17, 2025

President Bob Matthews called the regular meeting of the Paradise Irrigation District (PID) Board of Directors to order at 9:00 a.m., followed by the Pledge of Allegiance to the Flag of the United States of America.

OPENING

BOARD MEMBERS  
PRESENT: President Bob Matthews, Directors Marc Sulik,  
Elliott Prest, and Vice President Chris Rehmann

ROLL CALL

(Election of Officers for 2026 – Agenda item 3.a.):  
Chris Rehmann elected as President and Elliott Prest as Vice  
President

BOARD MEMBERS  
ABSENT: Director Patricia Guillory

STAFF PRESENT: District Manager Kevin Phillips, Assistant District Manager  
Mickey Rich, CFO Darleen Sowers, Assistant Engineer Bill  
Taylor, WTP Superintendent Rebekah Sorensen, Distribution  
Superintendent Jeff Hill, Administrative Assistant Sarah  
Fenton, and Secretary Georgeanna Borrayo

ALSO PRESENT: Consultant Michael DeGroot, Vice President with Bartle Wells  
Associates, and Dario Gomez-Garcia, Managing VP with  
Mission Square Retirement

No public comments were received.

PUBLIC COMMENT  
(Item 2)

President Matthews turned the meeting over to District Manager Kevin Phillips to open  
Agenda Item 3, Election and Appointment of Officers for 2026.

ELECTION &  
APPOINTMENT OF  
OFFICERS  
FOR 2026  
(Item 3.a.)

Office of the President: District Manager Kevin Phillips accepted nominations for the  
office of President. Director Prest nominated Bob Matthews to continue for a third term  
as President for 2026. Director Sulik nominated current Vice President Chris Rehmann.  
As there were no further nominations, Manager Phillips closed the nominations. Director  
Matthews noted that one of the agenda items this evening is to discuss the term of office  
for the President and Vice President, adding that he supports the nomination of Director  
Rehmann.

It was moved by Director Sulik and seconded by Director Matthews to nominate Chris  
Rehmann to serve as President for 2026.

AYES: Directors Matthews, Sulik, Prest, and Rehmann  
NOES: None  
ABSENT: Director Guillory

**Motion passes 4-0 to elect Director Rehmann to serve as President**

Office of the Vice President: President Rehmann opened nominations for the office of  
Vice President. Director Matthews nominated Director Elliott Prest. As there were no

CONTINUED –  
ELECTION AND  
APPOINTMENT OF  
OFFICERS

APPOINTMENT OF  
TREASURER AND  
SECRETARY  
(Item 3.b.)

further nominations, President Rehmann closed the nominations. It was moved by Director Matthews and seconded by Director Sulik to nominate Director Elliott Prest to serve as Vice President for 2026.

AYES: Directors Matthews, Sulik, Prest, and Rehmann

NOES: None

ABSENT: Director Guillory

**Motion passes 4-0 to elect Director Prest to serve as Vice President**

Appointment of Treasurer and Secretary: It was moved by President Rehmann and seconded by Director Matthews to nominate Darleen Sowers as Treasurer, and Georgeanna Borry as Secretary.

AYES: Directors Matthews, Sulik, Prest, and Rehmann

NOES: None

ABSENT: Director Guillory

**Motion passes 4-0**

CONSENT  
CALENDAR  
APPROVED  
(Item 4.a. – 4.j.)

Board Members reviewed Consent Calendar items as follows:

- 4.a. Approval of Meeting Agenda Order
- 4.b. Approval of Minutes – Regular Meeting of November 19, 2025
- 4.c. Approval of Expense Report – November 2025
- 4.d. Approval to Adopt Resolution No. 2025-15 Declaring Equipment as Surplus Property (2014 McLaughlin V800 Vac Unit, Unit Number 82)
- 4.e. Approval of Award of Contract for 2026 Sand and Base Rock Deliveries
- 4.f. Approval of the Corporation Yard Fencing Project with North Valley Fence
- 4.g. Approval of California Water Board Invoice for Water System Annual Fees
- 4.h. Approval to Purchase – Vermeer Wood Chipper from RDO Equipment
- 4.i. Approval of Budget Increase for Human Resources and Payroll Manager Office Upgrades
- 4.j. Approval to Purchase – Ethernet Switches for PID Server Room

It was moved by Director Sulik, seconded by Director Prest, to approve the Consent Calendar as presented. Director votes were polled as follows by roll call:

AYES: Directors Matthews, Sulik, Prest, and Rehmann

NOES: None

ABSENT: Director Guillory

**The motion passed 4-0**

EMPLOYEE  
RECOGNITION  
REPORT  
(Item 5)

Staff reported that this monthly agenda item is to recognize employees for their achievements related to promotions and certifications. The following employees were recognized:

Employee Service Award Recognitions:

One Year: Carlos Burke, Utility Worker 1

Five Years: Marc Beckham, Meter Service Technician and  
Jaime Pineda, Water Treatment Plant Operator

Employee Certification Achievements:

Marc Beckham Cross Connection Control Specialist

Damian Bronson T3 Operator Certification of Water Treatment Facilities and  
D3 Distribution Operator Certification

Hunter Haver Backflow Certification

Kevin Wright  
Jason Cooper

Backflow Certification  
Backflow Certification

CONTINUED –  
EMPLOYEE  
RECOGNITION  
REPORT

Putting Ideas Down Program Awards:

Carlos Burke received recognition for his idea to create a designated area where all employee disc styles are displayed, and Jeff Hill was recognized for his idea regarding infrastructure damage and for his assistance in developing a process for charging contractors for damage to PID infrastructure.

Consultant Michael DeGroot with Bartle Wells Associates provided an overview of the Paradise Irrigation District 2025 Water Rate Study Draft and noted that current rates date back to January 1, 2019. Based on feedback from the Finance Committee in November, additional rate increase options are included in this draft:

PRESENTATION  
OF PID 2025  
WATER RATE  
STUDY DRAFT  
(Item 6)

- Option 1: Gradual phase-in of rate increases  
Option 2: A no-increase scenario with rate increases that will need to take effect beginning in year 7.  
Option 3: A front-loaded rate increase option.

The discussion also highlighted the rate study process, the Water Capital Improvement Plan to maintain and improve water infrastructure, financial drivers, a summary of the proposed rate option projections, next steps, and the Board's recommendation to expand the rate comparison data to include additional water agencies.

The Board reviewed a written Treasurer's Report and overview provided by Treasurer Darleen Sowers for the period ending November 30, 2025, highlighting the District's cash position, operational overview, and investment income.

ACCEPTANCE OF  
TREASURER'S  
REPORT FOR THE  
PERIOD ENDING  
NOV. 30, 2025  
(Item 7.a.)

It was moved by Director Prest and seconded by Director Sulik to accept the Treasurer's Report for the period ending November 30, 2025.

AYES: Directors Matthews, Sulik, Prest, and Rehmann  
NOES: None  
ABSENT: Director Guillory

**The motion passed 4-0**

Community Relations Committee: Director Prest and PID Staff reported that the discussion topics at the December 9th meeting included updates on community relations activities, utility bill design, establishment of a Customer Advisory Committee, and the PID rebranding project.

COMMITTEE AND  
CONFERENCE  
REPORTS  
(Item 8.a. to 8.e.)

Finance Committee: Director Matthews reported that 1) The committee reviewed the 2025 Water Rate Study Draft presented by Bartle Wells Associates during the Board meeting this morning; and 2) A new compliance requirement was introduced under Senate Bill 827, requiring local agency officials to complete fiscal and financial training. Every local agency official in a local agency's service as of January 1, 2026, and who commenced that service before January 1, 2026, must receive the fiscal and financial training before January 1, 2028. Thereafter, the local agency official must receive the training at least once every two years.

Ad Hoc Demonstration Garden Committee: Director Sulik indicated the District is seeking proposals for routine maintenance of the demonstration Garden. The ad hoc committee is also considering a change to the planting areas to incorporate more fire-wise plants and is collaborating with the Paradise Garden Club.

CONTINUED –  
COMMITTEE AND  
CONFERENCE  
REPORTS

ACWA 2025 Fall Conference: Directors Prest and Sulik discussed their key takeaways, and Manager Phillips noted a presentation he attended on a proposed Parametric Earthquake Coverage program anticipated to take effect April 1, 2026. Parametric coverage is a fast-paying companion to JPIA's existing earthquake coverage, designed to provide quick access to funds when ground shaking reaches defined thresholds. He further commented on Assembly Bill No. 367, currently limited to Ventura County, which focuses on fire flows and requires water suppliers to take various actions, such as alternative sources of water, annually inspecting critical fire suppression infrastructure, and reporting to the Office of Emergency Services and local Fire Department based on certain criteria. Proactive steps are being taken in case this is implemented statewide. Attorney Dustin Cooper is representing ACWA Region 2 in reviewing the language to protect water agencies.

2025 Special District Leadership Academy: Director Sulik provided an update on his attendance, noting that this opportunity offers curriculum-based training focused on governance responsibilities and leadership.

PID STAFF &  
CONSULTANT  
REPORT UPDATES  
(Item 9.a. to 9.h.)

Board members reviewed the written staff and consultant reports included in the agenda packet. Additional information covered: 1) The District is continuing to collaborate with Butte County to fund the planning portion for widening Magalia Dam. The District's Federal Advocacy consultant, Capitol Core Group, has also been looking at funding opportunities; 2) ACWA JPIA has recognized the District with the "President's Special Recognition Award" certificate for a low claims ratio in all three programs – Liability, Property, and Workers' Compensation; 3) Strategic Business Plan update; and 4) Post Fire Disaster Public Assistance and Recovery Management Services Update.

NEW BUSINESS:

PROPOSED  
WATER UTILITY  
WORKER  
IDENTIFICATION  
LEGISLATION  
(Item 10.a.)

District Manager Kevin Phillips reported that during emergency incidents, including floods, storms, earthquakes, wildfires, and other disasters, timely access for trained water utility workers is essential. The proposed legislation would establish a formal Water Utility Worker Identification Card issued by Cal OES, which would allow certified water utility workers access to restricted areas when authorized by the incident commander or law enforcement.

It was moved by Director Sulik and seconded by Director Matthews to authorize the District Manager to submit a letter to support co-sponsorship on behalf of the Paradise Irrigation District and participate in legislative discussions as appropriate.

AYES: Directors Matthews, Sulik, Prest, and Rehmann  
NOES: None  
ABSENT: Director Guillory

**The motion passed 4-0**

NOTICE OF  
COMPLETION AND  
ACCEPTANCE FOR  
MISLR PHASE 3  
PROJECT  
(Item 10.b.)

In May 2023, the Board approved the award of the Meter Installation and Service Lateral Replacement Phase 3 Project to RCI General Engineering. As a result of this project, 3,875 customers received potable water connections, 3,882 meters were installed, 1,429 backflows were installed, and 549 interim water service backflows were reconfigured. This project is now complete, and the Notice of Completion and Acceptance may be recorded.

It was moved by Director Prest and seconded by Director Sulik to authorize the District Manager to release the \$1,391,672.15 retention in 45 days to RCI General Engineering and to file the project's Notice of Completion and Acceptance with the Butte County Clerk-Recorder.



AYES: Directors Matthews, Sulik, Prest, and Rehmann  
NOES: None  
ABSENT: Director Guillory  
**The motion passed 4-0**

CONTINUED –  
MISLR PHASE 3  
NOTICE OF  
COMPLETION

District Manager Kevin Phillips indicated this is a requested item to revisit and discuss whether the Board wishes to take any action to amend the maximum term the President and Vice President may serve. At the January 18, 2023, Board of Directors meeting, the Board adopted an amendment, extending the maximum term from two to three years.

OFFICER TERM OF  
OFFICE AMENDED  
UNDER PID  
POLICY AND  
PROCEDURES,  
CHAPTER 2.7  
(Item 10.c.)

Following discussion, it was moved by Director Sulik and seconded by Director Prest to amend PID Policy and Procedures Chapter 2.7.B, to change the maximum term the President and Vice President may serve in their respective positions to two years.

AYES: Directors Matthews, Sulik, Prest, and Rehmann  
NOES: None  
ABSENT: Director Guillory  
**The motion passed 4-0**

District staff reported for consideration is a letter from Water Works Engineers outlining information to allow for a time extension under the original Disaster Recovery Management Services Agreement through December 31, 2026. This change will not add cost to the current contract amount. It is anticipated that the overall cost will be covered by FEMA funding through the District's current projects.

DISASTER  
RECOVERY  
MANAGEMENT  
SERVICES  
AGREEMENT –  
AMENDMENT 9  
WITH WATER  
WORKS  
ENGINEERS  
(Item 10.d.)

It was moved by Director Matthews and seconded by Director Prest to authorize approval of Amendment 9, extending the term of the agreement with the Water Works Engineers contract until December 31, 2026, for disaster recovery engineering services being provided under the original Agreement dated March 14, 2019.

AYES: Directors Matthews, Sulik, Prest, and Rehmann  
NOES: None  
ABSENT: Director Guillory  
**The motion passed 4-0**

No topics were submitted regarding future agenda items.

RECOMMENDA-  
TION FOR FUTURE  
AGENDA ITEMS

Director Sulik congratulated Treatment Plant Superintendent Rebekah Sorensen on successfully completing the JPIA Leadership Essentials for the Water Industry Program and acknowledged Distribution Superintendent Jeff Hill for his current participation in the program.

DIRECTORS'  
COMMENTS  
(Item 11.)

Director Rehmann thanked the Board for nominating him to serve as President and requested that directors contact him in advance of the January Board meeting if they are interested in serving on a particular committee.

Director Prest expressed appreciation to the volunteers who helped work on the PID Demonstration Garden.

ADJOURNMENT

There being no further business, it was moved by President Rehmann to adjourn the regular meeting of the PID Board of Directors at 8:22.a.m. Members of the Board will now convene for the annual meeting of the PID Public Facilities Financing Corporation Board.

\_\_\_\_\_  
Georgeanna Borrayo, Secretary

\_\_\_\_\_  
Chris Rehmann, President

PENDING BOARD APPROVAL



Paradise Irrigation District

**AGENDA ITEM 3.c. (Pg. 10-29)**  
**Expense Approval Report**

# Expense Approval Report

By Vendor Name

Payment Dates 12/1/2025 - 12/31/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Vendor: 03498 - ACC Business</b>					
ACC Business	1789597011	11/11/2025	Internet	01-60-630037	381.51
<b>Vendor 03498 - ACC Business Total:</b>					<b>381.51</b>
<b>Vendor: 01016 - Access Information Management</b>					
Access Information Managem...	11930842	11/30/2025	Bulk Shredding	01-60-601030	233.81
<b>Vendor 01016 - Access Information Management Total:</b>					<b>233.81</b>
<b>Vendor: 01021 - ACWA/JPIA</b>					
ACWA/JPIA	0707892	12/03/2025	Health - Dental	01-122010	3,049.96
ACWA/JPIA	0707892	12/03/2025	Health - Life/AD&D	01-122020	534.69
ACWA/JPIA	0707892	12/03/2025	Health - Medical	01-122040	57,240.55
ACWA/JPIA	0707892	12/03/2025	Health - EAP	01-122040	116.56
ACWA/JPIA	0707892	12/03/2025	Health - Vision	01-122050	707.35
<b>Vendor 01021 - ACWA/JPIA Total:</b>					<b>61,649.11</b>
<b>Vendor: 03213 - Adobe Systems</b>					
Adobe Systems	3300457362	12/08/2025	Adobe Service Term: 08-DEC-...	01-60-601035	3,046.80
<b>Vendor 03213 - Adobe Systems Total:</b>					<b>3,046.80</b>
<b>Vendor: 03185 - Advanced Document Concepts For Business</b>					
Advanced Document Concepts..	INV173491	12/01/2025	Printer Services	01-60-630025	362.86
<b>Vendor 03185 - Advanced Document Concepts For Business Total:</b>					<b>362.86</b>
<b>Vendor: 02957 - Aflac</b>					
Aflac	INV0008177	12/05/2025	Montly Invoices	01-122040	249.57
Aflac	INV0008197	12/19/2025	Montly Invoices	01-122040	249.57
<b>Vendor 02957 - Aflac Total:</b>					<b>499.14</b>
<b>Vendor: 03558 - Alvarez Associates LLC</b>					
Alvarez Associates LLC	2543	10/31/2025	Half Day Training	01-40-675040	3,500.00
<b>Vendor 03558 - Alvarez Associates LLC Total:</b>					<b>3,500.00</b>
<b>Vendor: 03211 - Amazon.com</b>					
Amazon.com	111-1525224-089625	11/20/2025	3-Yuasa NP7-12 12V/7Ah Acid...	01-40-699000	64.14
Amazon.com	112-7123234-5537048	12/01/2025	3 Pack19000mAh 3.6V ER346...	01-50-601060	107.33
Amazon.com	111-6620210-8101841	12/03/2025	4-High Pressure Sodium Light ...	01-40-601030	120.54
Amazon.com	113-1994076-9057811	12/03/2025	S26 Single Sided ID Card Printe..	01-60-601030	1,087.49
Amazon.com	111-2116832-4630613	12/04/2025	51 - Amazon Physical Gift Card...	01-60-699050	2,550.00
Amazon.com	111-6505326-2561006	12/08/2025	Food containers (50pk)	01-60-601030	19.78
Amazon.com	111-9620058-5894646	12/09/2025	2-Petes Coffee Pods (75pk)	01-40-601030	79.98
Amazon.com	114-8147511-0575413	12/10/2025	Wireless Trackball, keyboard,...	01-60-601030	176.00
Amazon.com	112-5141021-1062632	12/15/2025	2-3.6V ER34615 D Size Lithium...	01-50-601060	187.62
Amazon.com	112-9586573-9851433	12/15/2025	Clear Safety Glasses (100pk)	01-40-601040	92.43
Amazon.com	111-9464107-8211445	12/17/2025	Wire head set	01-60-601030	146.80
Amazon.com	112-6875742-3944222	12/17/2025	Heavy Duty Shipping Packing ...	01-40-601030	21.73
Amazon.com	112-4403284-5299465	12/18/2025	20 -Orange Safety Vest XL	01-40-601040	217.20
Amazon.com	111-8077103-2865017	12/19/2025	Twist Erase Refill Erasers (18p...	01-60-601030	13.50
Amazon.com	112-0066278-8752244	12/30/2025	Floor Squeegee for Concrete F...	01-40-601020	29.35
Amazon.com	112-9202215-7829038	12/30/2025	2 - 35 Qt. Side-Press Mop Buc...	01-40-601020	202.86
Amazon.com	113-8505379-6471444	12/30/2025	3 boxes of copy paper	01-60-601030	137.64
<b>Vendor 03211 - Amazon.com Total:</b>					<b>5,254.39</b>
<b>Vendor: 03532 - America's Tire</b>					
America's Tire	5055040155	12/04/2025	4 - LT275/70 R18 BFG Tires Vln..	01-40-621000	1,504.62
<b>Vendor 03532 - America's Tire Total:</b>					<b>1,504.62</b>
<b>Vendor: 03266 - Apple</b>					
Apple	2025-12-02 J Hill	12/02/2025	Apple Icloud J Hill	01-40-650080	2.99

## Expense Approval Report

Payment Dates: 12/1/2025 - 12/31/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Apple	2025-12-10 M Rich	12/10/2025	Apple I Cloud M Rich	01-60-650080	0.99
				<b>Vendor 03266 - Apple Total:</b>	<b>3.98</b>
<b>Vendor: 01074 - Asbury Enviromental Service</b>					
Asbury Enviromental Service	I500-01302660	12/09/2025	Used Oil Picked Up	01-40-620000	153.00
				<b>Vendor 01074 - Asbury Enviromental Service Total:</b>	<b>153.00</b>
<b>Vendor: 03497 - Backflow Depot</b>					
Backflow Depot	25-1357	09/30/2025	24x24 backflow bags	01-50-601060	2,949.38
Backflow Depot	25-1543	10/20/2025	24x24 backflow bags	01-50-601060	2,990.63
				<b>Vendor 03497 - Backflow Depot Total:</b>	<b>5,940.01</b>
<b>Vendor: 03303 - Barewood Inc</b>					
Barewood Inc	9642-1	12/12/2025	Stool Kit,	01-60-601030	235.21
Barewood Inc	9651-1	12/12/2025	Storage cabinet for CSM	01-60-601030	1,057.38
				<b>Vendor 03303 - Barewood Inc Total:</b>	<b>1,292.59</b>
<b>Vendor: 03168 - Bartle Wells Associates</b>					
Bartle Wells Associates	614A-1011	10/31/2025	Water Rate Study	01-60-635099	7,830.00
				<b>Vendor 03168 - Bartle Wells Associates Total:</b>	<b>7,830.00</b>
<b>Vendor: 01138 - Bearing Belt &amp; Chain</b>					
Bearing Belt & Chain	654487	12/05/2025	8 Bearings for Boom Vac	01-40-621000	208.66
				<b>Vendor 01138 - Bearing Belt &amp; Chain Total:</b>	<b>208.66</b>
<b>Vendor: 02870 - Boot Barn, Inc</b>					
Boot Barn, Inc	INV00545781	12/01/2025	Safety Boots C Hamby,	01-40-601040	226.13
Boot Barn, Inc	INV00545781	12/01/2025	Safety Boots J Brewster	01-50-601040	176.98
				<b>Vendor 02870 - Boot Barn, Inc Total:</b>	<b>403.11</b>
<b>Vendor: 03562 - Braedyn Schweninger</b>					
Braedyn Schweninger	2025-12-31	12/31/2025	Advanced Reimbursements for..	01-40-675015	516.00
				<b>Vendor 03562 - Braedyn Schweninger Total:</b>	<b>516.00</b>
<b>Vendor: 03108 - Broad &amp; Gusman</b>					
Broad & Gusman	166	10/23/2025	October 2025 Retainer	01-60-635099	5,000.00
Broad & Gusman	187	11/17/2025	Nov 2025 Retainer	01-60-635099	5,000.00
Broad & Gusman	206	12/08/2025	Dec 2025 Retainer	01-60-635099	5,000.00
				<b>Vendor 03108 - Broad &amp; Gusman Total:</b>	<b>15,000.00</b>
<b>Vendor: 01942 - Butte Co - Neal Rd Landfill</b>					
Butte Co - Neal Rd Landfill	25207	11/15/2025	Landfill Fees - Shop 002-0261...	01-40-630036	182.59
Butte Co - Neal Rd Landfill	25284	11/30/2025	Landfill Fees - Shop 002-0261...	01-40-630036	10.11
Butte Co - Neal Rd Landfill	25284	11/30/2025	Landfill Fees - Shop 002-0261...	01-40-630036	10.00
Butte Co - Neal Rd Landfill	25284	11/30/2025	Landfill Fees - Shop 002-0261...	01-40-630036	25.27
Butte Co - Neal Rd Landfill	25284	11/30/2025	Landfill Fees - Shop 002-0261...	01-40-630036	26.53
Butte Co - Neal Rd Landfill	25284	11/30/2025	Landfill Fees - Shop 002-0261...	01-40-630036	31.58
Butte Co - Neal Rd Landfill	25284	11/30/2025	Landfill Fees - Shop 002-0261...	01-40-630036	50.95
Butte Co - Neal Rd Landfill	25284	11/30/2025	Landfill Fees - Shop 002-0261...	01-40-630036	18.11
Butte Co - Neal Rd Landfill	25284	11/30/2025	Landfill Fees - Shop 002-0261...	01-40-630036	172.80
				<b>Vendor 01942 - Butte Co - Neal Rd Landfill Total:</b>	<b>527.94</b>
<b>Vendor: 01126 - Butte County Clerk/Recorder</b>					
Butte County Clerk/Recorder	W-25-1127	12/01/2025	Record copy of Notice of Com...	01-60-650098	9.50
Butte County Clerk/Recorder	APN 05-020-072-000 Filing	12/16/2025	2025-12-16 Butte County eas...	01-60-650098	27.00
Butte County Clerk/Recorder	W-25-1194	12/29/2025	Recording fees	01-60-650098	9.50
Butte County Clerk/Recorder	W-25-197	12/29/2025	Recording fees - Easement	01-60-650098	17.00
				<b>Vendor 01126 - Butte County Clerk/Recorder Total:</b>	<b>63.00</b>
<b>Vendor: 01240 - California Special Districts Association</b>					
California Special Districts Ass...	129106.00	01/06/2025	2025 Board Secretary/Clerk C...	01-60-675010	1,650.00
California Special Districts Ass...	129106.00 cm	01/06/2025	Registration 2025 Board Secre...	01-60-675010	-1,650.00
California Special Districts Ass...	2025-10-01	10/01/2025	2026 CSDA Membership Ren...	01-60-650070	9,665.00
California Special Districts Ass...	84499	12/03/2025	2026 Board of Sec/Clerk Confe...	01-60-675010	825.00
California Special Districts Ass...	141074.00	12/05/2025	2026 Board of Sec Conference...	01-60-675010	825.00
				<b>Vendor 01240 - California Special Districts Association Total:</b>	<b>11,315.00</b>

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Vendor: 01256 - California State Disbursement Unit</b>					
California State Disbursement...	INV0008178	12/05/2025	Garnishment	01-210040	173.07
California State Disbursement...	INV0008198	12/19/2025	Garnishment	01-210040	173.07
<b>Vendor 01256 - California State Disbursement Unit Total:</b>					<b>346.14</b>
<b>Vendor: 02304 - CDTFA</b>					
CDTFA	L0033316331 2025-2026	12/02/2025	2025-2026 Water Right Fees ...	01-120000	1,488.80
<b>Vendor 02304 - CDTFA Total:</b>					<b>1,488.80</b>
<b>Vendor: 02803 - Chico Catering Company</b>					
Chico Catering Company	2025-12-11	12/11/2025	Employee Recognition & Safet...	01-60-699050	3,245.63
<b>Vendor 02803 - Chico Catering Company Total:</b>					<b>3,245.63</b>
<b>Vendor: 01280 - Chico Power Equipment</b>					
Chico Power Equipment	547501	12/05/2025	2-Pump Primer 188-512-1	01-40-621000	19.64
<b>Vendor 01280 - Chico Power Equipment Total:</b>					<b>19.64</b>
<b>Vendor: 03194 - Cintas Corporation</b>					
Cintas Corporation	5304101305	11/20/2025	First Aid Supplies Shop	01-40-601040	50.83
Cintas Corporation	5304101306	11/20/2025	First Aid Supplies	01-40-601040	69.20
<b>Vendor 03194 - Cintas Corporation Total:</b>					<b>120.03</b>
<b>Vendor: 01320 - Comcast</b>					
Comcast	2025-11-24	11/24/2025	WTP TV	01-30-630034	298.93
Comcast	2025-11-24	11/24/2025	WTP Internet	01-30-630037	184.90
Comcast	2025-11-24	11/24/2025	Shop TV	01-40-630034	112.73
Comcast	256935377	12/01/2025	Internet Services	01-40-630037	358.49
Comcast	256935377	12/01/2025	Internet Services	01-50-630037	156.84
Comcast	256935377	12/01/2025	Internet/BusClass - TP	01-60-630037	336.09
<b>Vendor 01320 - Comcast Total:</b>					<b>1,447.98</b>
<b>Vendor: 03203 - Constant Contact Inc</b>					
Constant Contact Inc	2025-12-15	12/15/2025	Marketing / Email	01-60-601035	175.00
<b>Vendor 03203 - Constant Contact Inc Total:</b>					<b>175.00</b>
<b>Vendor: 01353 - Cooperative Personnel Services</b>					
Cooperative Personnel Services	0018663	11/26/2025	Comp Study - 24-01 PID HR On...	01-60-635099	122.50
<b>Vendor 01353 - Cooperative Personnel Services Total:</b>					<b>122.50</b>
<b>Vendor: 03297 - Costco Wholesale</b>					
Costco Wholesale	2025-12-03	12/03/2025	Wire Rack	01-50-601030	240.34
Costco Wholesale	2025-12-08	12/08/2025	Dec 2025 Luncheon & Safety ...	01-60-699050	162.92
<b>Vendor 03297 - Costco Wholesale Total:</b>					<b>403.26</b>
<b>Vendor: 03288 - Dustin Hawley's Pair-O-Dice Automotive</b>					
Dustin Hawley's Pair-O-Dice A...	2707	12/02/2025	Smog for Vin 1759	01-30-620000	60.00
Dustin Hawley's Pair-O-Dice A...	2735, 2736, 2737	12/10/2025	Smog for Unit 30, Unit 32 and...	01-40-621000	159.91
<b>Vendor 03288 - Dustin Hawley's Pair-O-Dice Automotive Total:</b>					<b>219.91</b>
<b>Vendor: 01474 - Eagles Security Systems</b>					
Eagles Security Systems	1734611	12/15/2025	Building Security - shop	01-40-630015	310.00
<b>Vendor 01474 - Eagles Security Systems Total:</b>					<b>310.00</b>
<b>Vendor: 01480 - Employment Development Dept.</b>					
Employment Development De...	INV0008192	12/04/2025	State Income Tax Withholding	01-210060	7.39
Employment Development De...	INV0008195	12/04/2025	State Disability Withholding	01-210050	9.07
Employment Development De...	INV0008187	12/05/2025	State Income Tax Withholding	01-210060	14,546.86
Employment Development De...	INV0008190	12/05/2025	State Disability Withholding	01-210050	3,295.76
Employment Development De...	INV0008207	12/19/2025	State Income Tax Withholding	01-210060	8,307.52
Employment Development De...	INV0008210	12/19/2025	State Disability Withholding	01-210050	2,392.02
<b>Vendor 01480 - Employment Development Dept. Total:</b>					<b>28,558.62</b>
<b>Vendor: 01501 - Enloe Medical Center</b>					
Enloe Medical Center	2025-11-06	11/06/2025	Pre-Employment - J Biernacki	01-40-630023	231.00
Enloe Medical Center	2025-11-06	11/06/2025	Pre-Employment - K Brey	01-40-630023	231.00
Enloe Medical Center	2025-11-06	11/06/2025	Pre-Employment - E Angus	01-40-630023	319.00
Enloe Medical Center	2025-11-06	11/06/2025	Pre-Employment - O Gleaton	01-60-630023	319.00



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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Enloe Medical Center	2025-12-07	12/07/2025	Pre-Employment	01-40-630023	231.00
<b>Vendor 01501 - Enloe Medical Center Total:</b>					<b>1,331.00</b>
<b>Vendor: 03548 - Farr Construction Corp.</b>					
Farr Construction Corp.	1	10/31/2025	Rehab of Tanks C, D & E Frank...	01-40-635099	428,302.75
<b>Vendor 03548 - Farr Construction Corp. Total:</b>					<b>428,302.75</b>
<b>Vendor: 02945 - Fiserv Solutions, LLC</b>					
Fiserv Solutions, LLC	92402399	12/08/2025	Bank Charges	01-60-699031	14.40
<b>Vendor 02945 - Fiserv Solutions, LLC Total:</b>					<b>14.40</b>
<b>Vendor: 01528 - Fruit Growers Laboratory, Inc</b>					
Fruit Growers Laboratory, Inc	590884A	11/13/2025	Water quality sampling - RBM...	01-30-630040	109.00
Fruit Growers Laboratory, Inc	590690A	11/14/2025	Water quality sampling - Speci...	01-30-630040	201.00
Fruit Growers Laboratory, Inc	591026A	11/17/2025	Water quality sampling - RBM...	01-30-630040	109.00
Fruit Growers Laboratory, Inc	591032A	11/17/2025	Water quality sampling - 5710...	01-30-630040	31.00
Fruit Growers Laboratory, Inc	591132A	11/17/2025	Water quality sampling - Bacti...	01-30-630040	67.00
Fruit Growers Laboratory, Inc	591133A	11/18/2025	Water quality sampling - Qrtly...	01-30-630040	155.00
Fruit Growers Laboratory, Inc	591273A	11/24/2025	Water quality sampling - RBM...	01-30-630040	109.00
Fruit Growers Laboratory, Inc	591340A	11/25/2025	Water quality sampling - 5040...	01-30-630040	31.00
Fruit Growers Laboratory, Inc	591131A	11/26/2025	Water quality sampling Mag R...	01-30-630040	68.00
Fruit Growers Laboratory, Inc	590983A	12/01/2025	Water quality sampling - Inorg...	01-30-630040	708.00
Fruit Growers Laboratory, Inc	591027A	12/01/2025	Water quality sampling - TTH...	01-30-630040	549.00
Fruit Growers Laboratory, Inc	591511A	12/03/2025	Water quality sampling - RBM...	01-30-630040	109.00
Fruit Growers Laboratory, Inc	591390A	12/08/2025	Water quality sampling - Inorg...	01-30-630040	34.00
Fruit Growers Laboratory, Inc	591522A	12/08/2025	Water quality sampling - Misc...	01-30-630040	85.00
Fruit Growers Laboratory, Inc	591627A	12/08/2025	Water quality sampling- RBM...	01-30-630040	109.00
Fruit Growers Laboratory, Inc	591778A	12/11/2025	Water quality sampling - Bacti...	01-30-630040	67.00
<b>Vendor 01528 - Fruit Growers Laboratory, Inc Total:</b>					<b>2,541.00</b>
<b>Vendor: 01569 - Fullers Florist</b>					
Fullers Florist	31408	12/11/2025	Dec 2025 Luncheon & Safety ...	01-60-699050	630.00
<b>Vendor 01569 - Fullers Florist Total:</b>					<b>630.00</b>
<b>Vendor: 03342 - GEI Consultants Inc</b>					
GEI Consultants Inc	003190725	11/28/2025	PID 2024-2026 DSIRs	01-40-635099	2,648.00
<b>Vendor 03342 - GEI Consultants Inc Total:</b>					<b>2,648.00</b>
<b>Vendor: 03483 - GHD, Inc</b>					
GHD, Inc	380-0082383	11/29/2025	Paradise Dam Spillway Condi...	01-60-635099	765.00
<b>Vendor 03483 - GHD, Inc Total:</b>					<b>765.00</b>
<b>Vendor: 01616 - Grainger Inc</b>					
Grainger Inc	9714562015	11/17/2025	20- BLANK WARNING STAKE,B...	01-40-601060	790.83
<b>Vendor 01616 - Grainger Inc Total:</b>					<b>790.83</b>
<b>Vendor: 03425 - Hanski Family Farms</b>					
Hanski Family Farms	580	11/24/2025	14 Acres Westside PID Resevoi...	01-10-630010	3,500.00
<b>Vendor 03425 - Hanski Family Farms Total:</b>					<b>3,500.00</b>
<b>Vendor: 01649 - Harbor Freight Tools</b>					
Harbor Freight Tools	2025-12-08	12/08/2025	Wrench set (14pc), 1/2" rache...	01-40-601050	180.23
Harbor Freight Tools	2025-12-15	12/15/2025	3 pc Torx set, 1/2" Compact l...	01-40-601050	232.67
<b>Vendor 01649 - Harbor Freight Tools Total:</b>					<b>412.90</b>
<b>Vendor: 01648 - Harper &amp; Associates Engineering, Inc.</b>					
Harper & Associates Engineeri...	ENG-9306	12/09/2025	Engineering Services for Tanks...	01-40-635099	16,570.00
<b>Vendor 01648 - Harper &amp; Associates Engineering, Inc. Total:</b>					<b>16,570.00</b>
<b>Vendor: 01688 - Home Depot</b>					
Home Depot	2025-12-08	12/08/2025	75' Velvet Ribbon, 4' led light ...	01-40-601030	87.36
Home Depot	2025-12-16	12/16/2025	Milw Wet dry Vac, 2- Pipe cut...	01-40-601050	72.04
<b>Vendor 01688 - Home Depot Total:</b>					<b>159.40</b>
<b>Vendor: 03301 - Hotel</b>					
Hotel	2025-12-04 Sheraton	12/04/2025	ACWA Fall Conf 11/30 thru 12...	01-60-675099	1,006.96
Hotel	2025-12-05 Sheraton	12/05/2025	ACWA Fall Conf 11/30 thru 12...	01-60-675099	1,408.70
<b>Vendor 03301 - Hotel Total:</b>					<b>2,415.66</b>

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<b>Vendor: 01705 - Hunt &amp; Sons Inc</b>					
Hunt & Sons Inc	820955	11/03/2025	119 gal clear diesel	01-40-620000	542.35
Hunt & Sons Inc	851857	11/14/2025	264 gal clear diesel	01-40-620000	1,246.92
Hunt & Sons Inc	851869	11/14/2025	201 gal unleaded gasoline	01-40-620000	803.32
Hunt & Sons Inc	858912	11/24/2025	101 gal unleaded gasoline	01-40-620000	394.89
Hunt & Sons Inc	858250	11/25/2025	266 gal unleaded gasoline	01-40-620000	1,003.34
Hunt & Sons Inc	867929	11/26/2025	120 gal unleaded gasoline	01-40-620000	461.27
Hunt & Sons Inc	883459	12/15/2025	190 gal unleaded gasoline	01-40-620000	662.60
Hunt & Sons Inc	883871	12/15/2025	81 gal unleaded gasoline	01-40-620000	294.01
Hunt & Sons Inc	883872	12/15/2025	267 gal clear diesel	01-40-620000	1,175.46
<b>Vendor 01705 - Hunt &amp; Sons Inc Total:</b>					<b>6,584.16</b>
<b>Vendor: 01713 - I.B.E.W. Local Union 1245</b>					
I.B.E.W. Local Union 1245	INV0008170	11/21/2025	Union Dues	01-210065	-46.00
I.B.E.W. Local Union 1245	INV0008170	11/21/2025	Union Dues	01-210065	1,276.63
I.B.E.W. Local Union 1245	INV0008185	12/05/2025	Union Dues	01-210065	1,276.63
I.B.E.W. Local Union 1245	INV0008185	12/05/2025	Union Dues	01-210065	-46.00
<b>Vendor 01713 - I.B.E.W. Local Union 1245 Total:</b>					<b>2,461.26</b>
<b>Vendor: 01716 - ICMA Retirement Trust-401</b>					
ICMA Retirement Trust-401	INV0008180	12/05/2025	Retirement - 401(a) Match	01-210045	5,883.22
ICMA Retirement Trust-401	INV0008200	12/19/2025	Retirement - 401(a) Match	01-210045	4,643.57
<b>Vendor 01716 - ICMA Retirement Trust-401 Total:</b>					<b>10,526.79</b>
<b>Vendor: 01715 - ICMA Retirement Trust-457</b>					
ICMA Retirement Trust-457	INV0008181	12/05/2025	Retirement Trust - 457	01-210045	5,883.22
ICMA Retirement Trust-457	INV0008182	12/05/2025	Deferred Comp 457	01-210045	20,880.40
ICMA Retirement Trust-457	INV0008183	12/05/2025	Retirement Trust - 457	01-210045	3,445.83
ICMA Retirement Trust-457	INV0008184	12/05/2025	Retirement Trust - 457	01-210045	1,333.14
ICMA Retirement Trust-457	INV0008201	12/19/2025	Retirement Trust - 457	01-210045	4,643.57
ICMA Retirement Trust-457	INV0008202	12/19/2025	Deferred Comp 457	01-210045	15,170.44
ICMA Retirement Trust-457	INV0008203	12/19/2025	Retirement Trust - 457	01-210045	4,108.12
ICMA Retirement Trust-457	INV0008204	12/19/2025	Retirement Trust - 457	01-210045	1,333.14
<b>Vendor 01715 - ICMA Retirement Trust-457 Total:</b>					<b>56,797.86</b>
<b>Vendor: 01730 - Industrial Power Products</b>					
Industrial Power Products	438513	12/05/2025	Fuel pump Stihl Cutt off Saw	01-40-621000	15.28
<b>Vendor 01730 - Industrial Power Products Total:</b>					<b>15.28</b>
<b>Vendor: 01731 - Internal Revenue Service</b>					
Internal Revenue Service	INV0008193	12/04/2025	FICA Withholding	01-210030	93.74
Internal Revenue Service	INV0008194	12/04/2025	Fed Withholding	01-210020	17.91
Internal Revenue Service	INV0008196	12/04/2025	Medicare Withholding	01-210030	21.92
Internal Revenue Service	CM0000259	12/05/2025	Medicare Withholding	01-210030	-44.05
Internal Revenue Service	INV0008188	12/05/2025	FICA Withholding	01-210030	29,460.10
Internal Revenue Service	INV0008189	12/05/2025	Fed Withholding	01-210020	37,530.08
Internal Revenue Service	INV0008191	12/05/2025	Medicare Withholding	01-210030	8,117.77
Internal Revenue Service	INV0008208	12/19/2025	FICA Withholding	01-210030	21,814.02
Internal Revenue Service	INV0008209	12/19/2025	Fed Withholding	01-210020	20,122.55
Internal Revenue Service	INV0008211	12/19/2025	Medicare Withholding	01-210030	5,928.13
<b>Vendor 01731 - Internal Revenue Service Total:</b>					<b>123,062.17</b>
<b>Vendor: 03057 - International Brotherhood of 137 TCWH</b>					
International Brotherhood of ...	INV0008171	11/21/2025	Union Dues Teamsters	01-210065	738.95
International Brotherhood of ...	INV0008186	12/05/2025	Union Dues Teamsters	01-210065	738.95
<b>Vendor 03057 - International Brotherhood of 137 TCWH Total:</b>					<b>1,477.90</b>
<b>Vendor: 01729 - Interstate Batteries of the Rogue River</b>					
Interstate Batteries of the Ro...	92004992	12/10/2025	1- SRM-24 Battery	01-40-699000	151.72
<b>Vendor 01729 - Interstate Batteries of the Rogue River Total:</b>					<b>151.72</b>
<b>Vendor: 01722 - isolved, Inc.</b>					
isolved, Inc.	I149353911	11/15/2025	Flexible Benefits	01-60-635050	797.67
isolved, Inc.	i150125762	12/09/2025	Flexible Benefits	01-60-635050	97.24
<b>Vendor 01722 - isolved, Inc. Total:</b>					<b>894.91</b>

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Vendor: 03563 - Joseph Biernacki</b>					
Joseph Biernacki	2025-12-31ADV Rem	12/31/2025	Advanced Reimbursements for..	01-40-675015	516.00
Joseph Biernacki	2025-12-31ADV Rem	12/31/2025	Advanced Reimbursements for..	01-40-675099	125.16
<b>Vendor 03563 - Joseph Biernacki Total:</b>					<b>641.16</b>
<b>Vendor: 01780 - Kimball Midwest</b>					
Kimball Midwest	103865996	10/22/2025	Repair & Maintenance	01-40-621000	275.52
Kimball Midwest	103917427	11/07/2025	Repair & Maintenance	01-40-699000	411.16
Kimball Midwest	103960719	11/21/2025	Repair & Maintenance	01-40-621000	207.34
<b>Vendor 01780 - Kimball Midwest Total:</b>					<b>894.02</b>
<b>Vendor: 01790 - Knife River Construction</b>					
Knife River Construction	325973	12/05/2025	5.67 tn Wet Patch	01-40-601060	967.60
<b>Vendor 01790 - Knife River Construction Total:</b>					<b>967.60</b>
<b>Vendor: 03542 - Larry Walker Associates, Inc</b>					
Larry Walker Associates, Inc	00737.01-2	11/14/2025	NPDES PERMIT SUPPORT	01-30-635099	3,956.00
Larry Walker Associates, Inc	00737.01-3	12/15/2025	NPDES PERMIT SUPPORT	01-30-635099	4,702.00
<b>Vendor 03542 - Larry Walker Associates, Inc Total:</b>					<b>8,658.00</b>
<b>Vendor: 01828 - Les Schwab Tire Center</b>					
Les Schwab Tire Center	60700474235	12/05/2025	3 Dismount and remount tires ..	01-40-621000	125.97
<b>Vendor 01828 - Les Schwab Tire Center Total:</b>					<b>125.97</b>
<b>Vendor: 03270 - MAC Tools</b>					
MAC Tools	240400	12/08/2025	Drill Bits	01-40-601050	375.00
MAC Tools	240649	12/15/2025	Front end service Set	01-40-601050	340.00
<b>Vendor 03270 - MAC Tools Total:</b>					<b>715.00</b>
<b>Vendor: 01905 - Minasian Law</b>					
Minasian Law	2025-10-31	10/31/2025	Legal	01-60-635030	29,336.74
Minasian Law	2025-11-30	11/30/2025	Legal	01-60-635030	13,611.48
<b>Vendor 01905 - Minasian Law Total:</b>					<b>42,948.22</b>
<b>Vendor: 03547 - Myron Brown</b>					
Myron Brown	3705	11/14/2025	Training - Aerial Boom Lift (11...	01-40-675040	1,540.00
<b>Vendor 03547 - Myron Brown Total:</b>					<b>1,540.00</b>
<b>Vendor: 03045 - N.C.G.T. SECURITY FUND</b>					
N.C.G.T. SECURITY FUND	2025-11	11/01/2025	Medical Insurance	01-122040	19,362.00
N.C.G.T. SECURITY FUND	2025-12	12/01/2025	Medical Insurance	01-122040	20,272.00
<b>Vendor 03045 - N.C.G.T. SECURITY FUND Total:</b>					<b>39,634.00</b>
<b>Vendor: 01742 - Nelson's Building Maintenance, Inc.</b>					
Nelson's Building Maintenance..	796566	11/12/2025	2 cases paper towels	01-40-601030	70.36
Nelson's Building Maintenance..	796988	12/08/2025	Trash libers, Tissue, Paper to...	01-40-601030	344.85
<b>Vendor 01742 - Nelson's Building Maintenance, Inc. Total:</b>					<b>415.21</b>
<b>Vendor: 01980 - Northern Recycling &amp; Waste Svcs</b>					
Northern Recycling & Waste S...	15868	11/07/2025	Green Waste	01-40-630036	36.00
Northern Recycling & Waste S...	2025-12-01	12/01/2025	Garbage Service	01-30-630035	59.21
Northern Recycling & Waste S...	2025-12-01	12/01/2025	Garbage Service	01-40-630035	214.67
Northern Recycling & Waste S...	2025-12-01	12/01/2025	Garbage Service	01-60-630035	75.90
<b>Vendor 01980 - Northern Recycling &amp; Waste Svcs Total:</b>					<b>385.78</b>
<b>Vendor: 01950 - Northstate Aggregate, Inc.</b>					
Northstate Aggregate, Inc.	185212	10/06/2025	6 yds Ballast	01-30-630010	489.38
Northstate Aggregate, Inc.	186229	10/06/2025	12 yds Ballast	01-30-630010	978.75
Northstate Aggregate, Inc.	185401	10/15/2025	23.78 Tons Sand	01-40-601060	618.28
Northstate Aggregate, Inc.	185493	10/29/2025	22.06 Tons Sand	01-40-601060	573.50
Northstate Aggregate, Inc.	186532	11/04/2025	23.76 Tons Sand	01-40-601060	617.76
Northstate Aggregate, Inc.	186429	11/10/2025	12 yds Ballast	01-30-630010	489.38
Northstate Aggregate, Inc.	185480	11/14/2025	36 yds Ballast	01-30-630010	2,936.25
Northstate Aggregate, Inc.	185851	11/18/2025	12 yds Balast	01-30-630010	939.60
Northstate Aggregate, Inc.	185917	11/22/2025	23.64 tons Base	01-40-601060	591.00
<b>Vendor 01950 - Northstate Aggregate, Inc. Total:</b>					<b>8,233.90</b>

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<b>Vendor: 01538 - O'Reilly Auto Parts</b>					
O'Reilly Auto Parts	3534-203997	10/14/2025	1 - Push Button	01-40-621000	-17.39
O'Reilly Auto Parts	3534-207140	11/06/2025	Lube Disp	01-40-601050	139.19
O'Reilly Auto Parts	3534-209734	11/25/2025	3 Hoses, 4 MegaCrimps	01-40-699000	167.34
O'Reilly Auto Parts	3534-210606	12/02/2025	2-Oil Filter, 8 Qt Oil for unit #1	01-40-621000	114.08
O'Reilly Auto Parts	3534-210607	12/02/2025	2 Fuel Filters	01-40-621000	140.37
O'Reilly Auto Parts	3534-211090	12/05/2025	2 Oil Seals for Boom Vac	01-40-621000	66.01
O'Reilly Auto Parts	3534-211400	12/08/2025	14 oz grease	01-40-699000	9.34
<b>Vendor 01538 - O'Reilly Auto Parts Total:</b>					<b>618.94</b>
<b>Vendor: 03010 - Oroville Ford</b>					
Oroville Ford	55802	11/14/2025	8- Clips for unit 3	01-40-621000	27.97
<b>Vendor 03010 - Oroville Ford Total:</b>					<b>27.97</b>
<b>Vendor: 02030 - Pace Supply</b>					
Pace Supply	2910948063	11/25/2025	Valve Ball -Brass - 1"	01-125010	365.13
Pace Supply	2910948063	11/25/2025	Nipple - Brass - 1' x 3'	01-125010	874.08
Pace Supply	2910948063	11/25/2025	90 - Brass - 1'	01-125010	917.85
Pace Supply	2910948063	11/25/2025	union - brass 1"	01-125010	1,048.35
Pace Supply	2910948063	11/25/2025	nipple - brass 1" x 24"	01-125010	2,586.08
Pace Supply	2910948063	11/25/2025	1" backflow	01-125010	15,175.51
<b>Vendor 02030 - Pace Supply Total:</b>					<b>20,967.00</b>
<b>Vendor: 02081 - Pacific Gas &amp; Electric Company</b>					
Pacific Gas & Electric Company	2025-10-10	10/10/2025	Geppetto North End	01-10-610061	-34.41
Pacific Gas & Electric Company	2025-10-10	10/10/2025	Mag Reservoir Filtration Plant	01-30-610061	16,577.74
Pacific Gas & Electric Company	2025-10-10	10/10/2025	Paradise Dam #2 Park	01-30-610061	22.20
Pacific Gas & Electric Company	2025-10-10	10/10/2025	Nunnelly Rd Tank Res E	01-40-610061	-32.15
Pacific Gas & Electric Company	2025-10-10	10/10/2025	8770 Skyway Tank B	01-40-610061	-29.15
Pacific Gas & Electric Company	2025-10-10	10/10/2025	Frank Turner Way Tank Res C	01-40-610061	-27.59
Pacific Gas & Electric Company	2025-10-10	10/10/2025	Lovely Ln N/End Tank Res D	01-40-610061	-24.20
Pacific Gas & Electric Company	2025-10-10	10/10/2025	Moore Rd ES - Electric	01-40-610061	4,344.36
Pacific Gas & Electric Company	2025-10-10	10/10/2025	Skyway W/s N/Clark Tank Res...	01-40-610061	-20.77
Pacific Gas & Electric Company	2025-10-10	10/10/2025	6332 Clark Rd Shop - Electric (...)	01-40-610061	2,395.14
Pacific Gas & Electric Company	2025-10-10	10/10/2025	6334 Clark Rd Shop - Gas	01-40-610062	22.96
Pacific Gas & Electric Company	2025-10-10	10/10/2025	Moore Rd ES - Gas	01-40-610062	32.30
Pacific Gas & Electric Company	2025-10-10	10/10/2025	Utilites - taxes	01-60-610061	3.10
Pacific Gas & Electric Company	2025-10-10	10/10/2025	6332 Clark Rd Office - Electric ...	01-60-610061	3,518.38
Pacific Gas & Electric Company	2025-10-10	10/10/2025	6332 Clark Rd Office - Gas	01-60-610062	15.63
Pacific Gas & Electric Company	2025-10-28	10/28/2025	Mag Reservoir Filtration Plant	01-30-610061	-44,121.56
Pacific Gas & Electric Company	2025-10-28	10/28/2025	Utilites - Taxes	01-60-610061	274.51
Pacific Gas & Electric Company	2025-11-03	11/03/2025	Geppetto North End	01-10-610061	102.64
Pacific Gas & Electric Company	2025-11-03	11/03/2025	Utilites - Mag Reservoir Filtrat...	01-30-610061	-20,370.35
Pacific Gas & Electric Company	2025-11-03	11/03/2025	Mag Reservoir Filtration Plant	01-30-610061	18,642.34
Pacific Gas & Electric Company	2025-11-03	11/03/2025	Paradise Dam #2 Park	01-30-610061	82.91
Pacific Gas & Electric Company	2025-11-03	11/03/2025	Moore Rd ES - Electric	01-40-610061	2,236.71
Pacific Gas & Electric Company	2025-11-03	11/03/2025	Nunnelly Rd Tank Res E	01-40-610061	15.66
Pacific Gas & Electric Company	2025-11-03	11/03/2025	6332 Clark Rd Shop - Electric (...)	01-40-610061	1,431.34
Pacific Gas & Electric Company	2025-11-03	11/03/2025	8770 Skyway Tank B	01-40-610061	27.43
Pacific Gas & Electric Company	2025-11-03	11/03/2025	Frank Turner Way Tank Res C	01-40-610061	32.31
Pacific Gas & Electric Company	2025-11-03	11/03/2025	Lovely Ln N/End Tank Res D	01-40-610061	34.36
Pacific Gas & Electric Company	2025-11-03	11/03/2025	Skyway W/s N/Clark Tank Res...	01-40-610061	37.53
Pacific Gas & Electric Company	2025-11-03	11/03/2025	6334 Clark Rd Shop - Gas	01-40-610062	31.65
Pacific Gas & Electric Company	2025-11-03	11/03/2025	6332 Clark Rd Office - Electric ...	01-60-610061	3,040.85
Pacific Gas & Electric Company	2025-11-03	11/03/2025	Utilites - taxes	01-60-610061	18.44
Pacific Gas & Electric Company	2025-11-03	11/03/2025	6332 Clark Rd Office - Gas	01-60-610062	67.24
Pacific Gas & Electric Company	2025-12	12/17/2025	Geppetto North End	01-10-610061	27.10
Pacific Gas & Electric Company	2025-12	12/17/2025	Mag Reservoir Filtration Plant	01-30-610061	17,072.31
Pacific Gas & Electric Company	2025-12	12/17/2025	Paradise Dam #2 Park	01-30-610061	88.52
Pacific Gas & Electric Company	2025-12	12/17/2025	Skyway W/s N/Clark Tank Res...	01-40-610061	42.14
Pacific Gas & Electric Company	2025-12	12/17/2025	6332 Clark Rd Shop - Electric (...)	01-40-610061	2,029.01
Pacific Gas & Electric Company	2025-12	12/17/2025	Moore Rd ES - Electric	01-40-610061	2,948.42

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Pacific Gas & Electric Company	2025-12	12/17/2025	Lovely Ln N/End Tank Res D	01-40-610061	39.14
Pacific Gas & Electric Company	2025-12	12/17/2025	8770 Skyway Tank B	01-40-610061	29.06
Pacific Gas & Electric Company	2025-12	12/17/2025	Nunnelly Rd Tank Res E	01-40-610061	12.36
Pacific Gas & Electric Company	2025-12	12/17/2025	Frank Turner Way Tank Res C	01-40-610061	39.78
Pacific Gas & Electric Company	2025-12	12/17/2025	Moore Rd ES - Gas	01-40-610062	9.81
Pacific Gas & Electric Company	2025-12	12/17/2025	6334 Clark Rd Shop - Gas	01-40-610062	141.52
Pacific Gas & Electric Company	2025-12	12/17/2025	6332 Clark Rd Office - Electric ...	01-60-610061	2,757.20
Pacific Gas & Electric Company	2025-12	12/17/2025	Utilites taxes	01-60-610061	18.14
Pacific Gas & Electric Company	2025-12	12/17/2025	6332 Clark Rd Office - Gas	01-60-610062	192.31
<b>Vendor 02081 - Pacific Gas &amp; Electric Company Total:</b>					<b>13,794.37</b>
<b>Vendor: 02061 - PBM Supply &amp; Mfg Inc</b>					
PBM Supply & Mfg Inc	2025/35713	11/19/2025	2.5" SHT SHANK SCT. FEMALE,...	01-40-601060	86.81
<b>Vendor 02061 - PBM Supply &amp; Mfg Inc Total:</b>					<b>86.81</b>
<b>Vendor: 02070 - Peterson</b>					
Peterson	PC010248134	11/03/2025	1qt BRAKE OIL, 1-ELEMENT-H...	01-40-621000	328.98
Peterson	PC010248252	11/07/2025	2-TD TO 30W PAIL, 10-APP2 C...	01-40-621000	325.57
Peterson	PC010248684	11/26/2025	MOUNTING KIT MDL60	01-40-621000	316.66
<b>Vendor 02070 - Peterson Total:</b>					<b>971.21</b>
<b>Vendor: 02091 - Pitney Bowes</b>					
Pitney Bowes	3107514478	11/29/2025	Postage Meter	01-60-665000	605.91
<b>Vendor 02091 - Pitney Bowes Total:</b>					<b>605.91</b>
<b>Vendor: 03048 - Plan B Professional Answering Service</b>					
Plan B Professional Answering...	2025-11	12/03/2025	Answering Service	01-60-630056	182.20
<b>Vendor 03048 - Plan B Professional Answering Service Total:</b>					<b>182.20</b>
<b>Vendor: 03167 - RCI General Engineering</b>					
RCI General Engineering	24	08/31/2025	PID Meter and Service Lateral ...	01-200100	-14,867.26
RCI General Engineering	24	08/31/2025	PID Meter and Service Lateral ...	01-70-601099	297,345.16
RCI General Engineering	25	09/30/2025	PID Meter and Service Lateral ...	01-200100	-12,909.67
RCI General Engineering	25	09/30/2025	PID Meter and Service Lateral ...	01-70-601099	258,193.38
RCI General Engineering	26 (2)	10/31/2025	PID Meter and Service Lateral ...	01-200100	-38,170.85
RCI General Engineering	26 (2)	10/31/2025	PID Meter and Service Lateral ...	01-70-601099	763,417.00
<b>Vendor 03167 - RCI General Engineering Total:</b>					<b>1,253,007.76</b>
<b>Vendor: 03086 - RDO Equipment Co.</b>					
RDO Equipment Co.	P1868776	09/02/2025	Axle, for Vac unit	01-40-621000	2,691.31
RDO Equipment Co.	P2024376	10/20/2025	Axle return from invoice P186...	01-40-621000	-1,790.74
<b>Vendor 03086 - RDO Equipment Co. Total:</b>					<b>900.57</b>
<b>Vendor: 01631 - Rental Guys</b>					
Rental Guys	1066241-6	10/23/2025	3- 1yd BLACK DUST, 2- 1 yd B...	01-40-601060	403.96
Rental Guys	f38135	12/01/2025	Late Fees	01-40-650096	12.12
<b>Vendor 01631 - Rental Guys Total:</b>					<b>416.08</b>
<b>Vendor: 03466 - Ronald J Kilburg Jr</b>					
Ronald J Kilburg Jr	25-11	11/29/2025	Safety Coordinator Nov 2025	01-60-635099	7,165.00
<b>Vendor 03466 - Ronald J Kilburg Jr Total:</b>					<b>7,165.00</b>
<b>Vendor: 02211 - Sabre Backflow, LLC.</b>					
Sabre Backflow, LLC.	5109	12/16/2025	backflow test kit	01-40-601050	1,392.00
<b>Vendor 02211 - Sabre Backflow, LLC. Total:</b>					<b>1,392.00</b>
<b>Vendor: 03273 - Snap-On Credit LLC</b>					
Snap-On Credit LLC	2025-12-11	12/11/2025	Software	01-40-601035	99.00
<b>Vendor 03273 - Snap-On Credit LLC Total:</b>					<b>99.00</b>
<b>Vendor: 03417 - Snap-on Tool</b>					
Snap-on Tool	1202253671	12/02/2025	Nanoaccess 2-tool-kit	01-40-601050	424.07
Snap-on Tool	1209253933	12/09/2025	4.5" Taper Cutter, Terminal T...	01-40-601050	208.53
<b>Vendor 03417 - Snap-on Tool Total:</b>					<b>632.60</b>
<b>Vendor: 03471 - SOLUS Network Solutions, Inc</b>					
SOLUS Network Solutions, Inc	INV-719	12/01/2025	Telephone	01-60-611061	50.00
<b>Vendor 03471 - SOLUS Network Solutions, Inc Total:</b>					<b>50.00</b>



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<b>Vendor: 03061 - Sterling Health Services, Inc DBA</b>					
Sterling Health Services, Inc D...	INV0008179	12/05/2025	HSA Contribution	01-122040	444.60
Sterling Health Services, Inc D...	INV0008199	12/19/2025	HSA Contribution	01-122040	270.20
<b>Vendor 03061 - Sterling Health Services, Inc DBA Total:</b>					<b>714.80</b>
<b>Vendor: 02332 - SWRCB</b>					
SWRCB	WD-0308977	11/19/2025	Annual Permit Fee - Paradise...	01-10-650090	7,481.00
SWRCB	WD-0309003	11/19/2025	Annual Permit Fee - Paradise...	01-10-650090	881.00
SWRCB	WD-0309164	11/19/2025	Annual Permit Fee - Mag Dam...	01-10-650090	563.00
SWRCB	2025-12-11	12/11/2025	FY 24/25 Water Quality Certifi...	01-10-650090	4,212.00
<b>Vendor 02332 - SWRCB Total:</b>					<b>13,137.00</b>
<b>Vendor: 03460 - T&amp;S Construction Co., Inc Umpqua Bank ( 652 413 5909)</b>					
T&S Construction Co., Inc Um...	12	10/31/2025	22-098 WashWater Equalizer ...	01-200100	14,825.00
T&S Construction Co., Inc Um...	13	11/30/2025	22-098 WashWater Equalizer ...	01-200100	5,350.00
<b>Vendor 03460 - T&amp;S Construction Co., Inc Umpqua Bank ( 652 413 5909) Total:</b>					<b>20,175.00</b>
<b>Vendor: 03283 - T&amp;S Construction Co., Inc</b>					
T&S Construction Co., Inc	12	10/31/2025	22-098 WashWater Equalizer ...	01-150551	281,675.00
T&S Construction Co., Inc	13	11/30/2025	22-098 WashWater Equalizer ...	01-150551	101,650.00
<b>Vendor 03283 - T&amp;S Construction Co., Inc Total:</b>					<b>383,325.00</b>
<b>Vendor: 03526 - TerraVerde Energy LLC</b>					
TerraVerde Energy LLC	2743	10/31/2025	PID Battery Assessment & Sola..	01-30-635099	1,206.25
<b>Vendor 03526 - TerraVerde Energy LLC Total:</b>					<b>1,206.25</b>
<b>Vendor: 02808 - The UPS Store</b>					
The UPS Store	2025-11-18	11/18/2025	Postage	01-60-665000	210.57
<b>Vendor 02808 - The UPS Store Total:</b>					<b>210.57</b>
<b>Vendor: 02362 - Thomas Ace Hardware</b>					
Thomas Ace Hardware	270993	11/03/2025	Hardware	01-40-601060	3.92
Thomas Ace Hardware	271008	11/03/2025	Hardware	01-40-601060	9.62
Thomas Ace Hardware	271010	11/03/2025	30' Tape Measure	01-40-601050	13.21
Thomas Ace Hardware	271019	11/03/2025	Water pressure Gauge	01-40-601050	11.72
Thomas Ace Hardware	271052	11/03/2025	2- Ext. Door hooks, 1- 4lb plant..	01-40-601030	55.51
Thomas Ace Hardware	271091	11/04/2025	Shovel, Machete 22"	01-40-601050	41.52
Thomas Ace Hardware	271159	11/04/2025	3 - Door Seals	01-40-601060	66.39
Thomas Ace Hardware	271170	11/04/2025	Lockset lever	01-40-601060	-11.80
Thomas Ace Hardware	271183	11/05/2025	6 Shovels	01-40-601050	126.69
Thomas Ace Hardware	271302	11/06/2025	1- Lag screw	01-40-601060	1.62
Thomas Ace Hardware	271492	11/10/2025	Red wire connectors	01-40-601060	16.50
Thomas Ace Hardware	271500	11/10/2025	Hex key T Handle	01-40-601050	3.41
Thomas Ace Hardware	271631	11/11/2025	Tarp 16'x20"	01-40-601060	37.16
Thomas Ace Hardware	271698	11/12/2025	Socket set, screw drivers, hex ...	01-50-601050	30.20
Thomas Ace Hardware	271710	11/12/2025	Mover blanket, 8- Tread tape,...	01-40-601060	55.86
Thomas Ace Hardware	271726	11/12/2025	12 oz Great Stuff	01-40-601060	6.08
Thomas Ace Hardware	271756	11/12/2025	Street Key	01-40-601060	17.15
Thomas Ace Hardware	271044	11/13/2025	2 - 7/8 22 mm hole saw,	01-40-601050	19.19
Thomas Ace Hardware	271791	11/13/2025	3- Grease yubes, 6- 1" bass val...	01-40-601060	134.70
Thomas Ace Hardware	271811	11/13/2025	10- Hose adp, 4-Swival con., 3...	01-40-601060	57.22
Thomas Ace Hardware	271821	11/13/2025	4 Hex bushings	01-40-601060	10.80
Thomas Ace Hardware	271979	11/17/2025	4-Dur Batt Lthhm 2450 (1pk)	01-40-699000	13.66
Thomas Ace Hardware	271992	11/17/2025	3- tape flagging 150'	01-40-601060	4.27
Thomas Ace Hardware	272014	11/17/2025	Tape flagging 450'	01-40-601060	2.82
Thomas Ace Hardware	272088	11/18/2025	1- 10 oz PL500	01-40-623000	4.64
Thomas Ace Hardware	272090	11/18/2025	3- Bird Spikes	01-40-699000	69.73
Thomas Ace Hardware	272229	11/19/2025	2- Machete 22"	01-40-601050	39.93
Thomas Ace Hardware	272265	11/20/2025	Mounting tape, 7- Adv Aloe 8...	01-40-601030	45.93
Thomas Ace Hardware	272513	11/24/2025	2-8x8x16 Garden blocks, 6- re...	01-40-601060	20.81
Thomas Ace Hardware	272540	11/24/2025	2-3/4" thread tape, 2- 1/2" th...	01-40-601060	20.08
Thomas Ace Hardware	272594	11/24/2025	Bar Chain oil	01-40-601060	18.99
Thomas Ace Hardware	272648	11/25/2025	M18 Battery (2pk)	01-30-601050	292.54
Thomas Ace Hardware	272669	11/25/2025	White spray paint, E6000 glue,...	01-40-699000	23.44

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Thomas Ace Hardware	272714	11/26/2025	24" REP Chain 81DL	01-40-601050	48.93
Thomas Ace Hardware	272718	11/26/2025	24" Chainsaw Chain E84	01-40-601050	29.59
Thomas Ace Hardware	272752	11/26/2025	2.5 no spill gas can, 1.25 non s...	01-40-699000	46.38
Thomas Ace Hardware	288296	11/30/2025	Finance Charge	01-60-650096	32.81
<b>Vendor 02362 - Thomas Ace Hardware Total:</b>					<b>1,421.22</b>
<b>Vendor: 02363 - Thomas Hydraulic Inc</b>					
Thomas Hydraulic Inc	30662	12/05/2025	Site Glass for Boom Vac	01-40-621000	26.88
Thomas Hydraulic Inc	30663	12/05/2025	8 couplers tools	01-40-601050	131.30
<b>Vendor 02363 - Thomas Hydraulic Inc Total:</b>					<b>158.18</b>
<b>Vendor: 01266 - Tonya RB Dale</b>					
Tonya RB Dale	251209_P1	12/09/2025	Community Relations	01-60-670050	1,843.75
<b>Vendor 01266 - Tonya RB Dale Total:</b>					<b>1,843.75</b>
<b>Vendor: 02394 - Tyler Technologies, Inc.</b>					
Tyler Technologies, Inc.	2274	12/30/2025	Tyler Connect Conference D S...	01-60-675010	2,498.00
<b>Vendor 02394 - Tyler Technologies, Inc. Total:</b>					<b>2,498.00</b>
<b>Vendor: 02681 - Univar USA, Inc.</b>					
Univar USA, Inc.	0053425845	10/23/2025	Sodium Bisulfite 25%	01-30-600072	1,801.38
<b>Vendor 02681 - Univar USA, Inc. Total:</b>					<b>1,801.38</b>
<b>Vendor: 02824 - US Bank Corporate Payment System</b>					
US Bank Corporate Payment S...	2025-12-03 Stone Brewing	12/03/2025	Lunch with Calavarous County...	01-60-675010	150.11
US Bank Corporate Payment S...	2025-12-04 Airport parking	12/04/2025	Airport Parking K Phillips ACWA	01-60-675099	106.00
US Bank Corporate Payment S...	2025-12-08 Doller general	12/08/2025	6 tabke covers	01-60-601030	9.89
US Bank Corporate Payment S...	2025-12-08 Hobby Lobby	12/08/2025	Baskets & filler for Dec 2025 L...	01-60-699050	17.19
US Bank Corporate Payment S...	2025-12-08 WalMart	12/08/2025	4 Gold plastic table covers(3 ...	01-40-601030	29.86
US Bank Corporate Payment S...	2025-12-09 Mi Taquiter	12/09/2025	Lunch B Allen	01-60-601030	25.46
US Bank Corporate Payment S...	2025-12-16 Jerky Time	12/16/2025	Dec 2025 Lunch and Safety A...	01-60-699050	125.00
US Bank Corporate Payment S...	2025-12-16 Municipal Finance...	12/16/2025	California Society ofMunicipal ...	01-60-650070	155.00
<b>Vendor 02824 - US Bank Corporate Payment System Total:</b>					<b>618.51</b>
<b>Vendor: 02686 - USA Blue Book</b>					
USA Blue Book	INV00878666	11/06/2025	3-Hach Free Chlorine SwifTest,...	01-30-601013	286.64
USA Blue Book	INV00907630	12/11/2025	2-Hach DPD 1 25 mL Sample (...	01-30-601013	114.23
<b>Vendor 02686 - USA Blue Book Total:</b>					<b>400.87</b>
<b>Vendor: 02104 - USPS</b>					
USPS	2025-12-29	12/29/2025	Notice of completed MISLR 2 ...	01-60-665000	25.10
<b>Vendor 02104 - USPS Total:</b>					<b>25.10</b>
<b>Vendor: 03495 - Utility Telecom Group, LLC</b>					
Utility Telecom Group, LLC	0136733251116	11/16/2025	Telephone	01-60-611061	420.83
Utility Telecom Group, LLC	0136733251216	12/16/2025	Telephone	01-60-611061	419.40
<b>Vendor 03495 - Utility Telecom Group, LLC Total:</b>					<b>840.23</b>
<b>Vendor: 02703 - Verizon Wireless</b>					
Verizon Wireless	6129050741	11/21/2025	Utilities - Cell Phone	01-30-611013	209.23
Verizon Wireless	6129050741	11/21/2025	Utilities - Cell phone	01-40-611013	865.32
Verizon Wireless	6129050741	11/21/2025	Utilities - Cell phone	01-50-611013	429.94
Verizon Wireless	6129050741	11/21/2025	Utilities - Cell phone	01-60-611013	853.98
<b>Vendor 02703 - Verizon Wireless Total:</b>					<b>2,358.47</b>
<b>Vendor: 01068 - Vestis Uniform Services</b>					
Vestis Uniform Services	5066981950	10/14/2025	Uniforms - TD	01-40-630060	1,635.16
Vestis Uniform Services	5066981950	10/14/2025	Uniforms - TD	01-50-630060	19.50
Vestis Uniform Services	506009386	11/18/2025	Credit for invoice 5066981950	01-40-630060	-1,386.76
Vestis Uniform Services	5067008452	11/18/2025	Uniforms - TD	01-40-630060	234.58
Vestis Uniform Services	5067008452	11/18/2025	Uniforms - TD	01-50-630060	19.50
Vestis Uniform Services	5067008459	11/18/2025	Uniforms - WTP	01-30-630060	158.60
Vestis Uniform Services	5067013485	11/25/2025	Uniforms - TD	01-40-630060	271.33
Vestis Uniform Services	5067013485	11/25/2025	Uniforms - TD	01-50-630060	19.50
Vestis Uniform Services	5067013492	11/25/2025	Uniforms - WTP	01-30-630060	158.60
Vestis Uniform Services	5067018879	12/02/2025	Uniforms - TD	01-40-630060	234.58
Vestis Uniform Services	5067018879	12/02/2025	Uniforms - TD	01-50-630060	19.50

## Expense Approval Report

Payment Dates: 12/1/2025 - 12/31/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vestis Uniform Services	5067018887	12/02/2025	Uniforms - WTP	01-30-630060	158.60
Vestis Uniform Services	5067024220	12/09/2025	Uniforms - TD	01-40-630060	234.58
Vestis Uniform Services	5067024220	12/09/2025	Uniforms - TD	01-50-630060	19.50
Vestis Uniform Services	5067024225	12/09/2025	Uniforms - WTP	01-30-630060	158.60
<b>Vendor 01068 - Vestis Uniform Services Total:</b>					<b>1,955.37</b>
<b>Vendor: 02712 - VistaNet inc.</b>					
VistaNet inc.	30006	11/20/2025	IT Support - New email for Sec...	01-60-635099	130.00
VistaNet inc.	30007	11/20/2025	IT Support - Phones down	01-60-635099	32.50
VistaNet inc.	30121	12/01/2025	MSP Monthly Billing for Dec 2...	01-60-635099	1,199.85
VistaNet inc.	30122	12/01/2025	Onsite Back up monthly Billing..	01-60-635099	671.50
VistaNet inc.	30123	12/01/2025	MSP Networking Mon Monthl...	01-60-635099	239.00
VistaNet inc.	30200	12/04/2025	IT Support - Replacement drive	01-60-635099	586.93
VistaNet inc.	30201	12/04/2025	IT Support - PID New Hire ema...	01-60-635099	65.00
VistaNet inc.	30202	12/04/2025	IT Support - Issues with loggin...	01-60-635099	195.00
VistaNet inc.	30243	12/11/2025	IT Support - CS Outlook	01-60-635099	357.50
VistaNet inc.	30244	12/11/2025	IT Support WTP Workstation ...	01-60-635099	6,722.65
VistaNet inc.	30245	12/11/2025	IT Support - Teams not working	01-60-635099	32.50
VistaNet inc.	30246	12/11/2025	IT Support - HR Emails	01-60-635099	32.50
VistaNet inc.	30247	12/11/2025	IT Support Weekly Visit for No...	01-60-635099	409.67
<b>Vendor 02712 - VistaNet inc. Total:</b>					<b>10,674.60</b>
<b>Vendor: 03002 - Water Works Engineers</b>					
Water Works Engineers	17237	10/30/2025	22-047 PID GIS Valve Tagging ...	01-60-635099	11,159.81
Water Works Engineers	17161	10/31/2025	19-017 Disaster Recovery Ma...	01-70-635099	123,867.29
Water Works Engineers	17161	10/31/2025	19-017 Disaster Recovery Ma...	01-70-635099	101,864.97
Water Works Engineers	17236	10/31/2025	24-037 PID EQ Tank PM Servic...	01-30-623001	12,078.84
Water Works Engineers	17278	11/30/2025	17-041 Paradise Irrigation Dist...	01-70-635099	153.44
Water Works Engineers	17279	11/30/2025	19-017 Disaster Recovery Ma...	01-70-635099	90,507.26
Water Works Engineers	17279	11/30/2025	19-017 Disaster Recovery Ma...	01-70-635099	96,606.52
Water Works Engineers	17238	12/11/2025	25-065 PID Design and Manag...	01-70-635099	24,839.00
<b>Vendor 03002 - Water Works Engineers Total:</b>					<b>461,077.13</b>
<b>Vendor: 03455 - Watts Regulator Co</b>					
Watts Regulator Co	17464979	10/28/2025	Subscription for Syntica	01-50-601035	12,390.40
<b>Vendor 03455 - Watts Regulator Co Total:</b>					<b>12,390.40</b>
<b>Vendor: 02740 - West Valley Construction Company, Inc.</b>					
West Valley Construction Co...	14	08/01/2025	19-017 PID Water Main Repla...	01-200100	-28,789.41
West Valley Construction Co...	14	08/01/2025	19-017 PID Water Main Repla...	01-70-601099	575,788.10
<b>Vendor 02740 - West Valley Construction Company, Inc. Total:</b>					<b>546,998.69</b>
<b>Vendor: 03134 - White Glove Cleaning Svc Inc</b>					
White Glove Cleaning Svc Inc	78324	12/03/2025	Janitorial Service Main Office	01-60-630005	535.50
White Glove Cleaning Svc Inc	78325	12/03/2025	Janitorial Service Shop	01-40-630005	672.00
White Glove Cleaning Svc Inc	78326	12/03/2025	Janitorial Service	01-30-630005	546.00
<b>Vendor 03134 - White Glove Cleaning Svc Inc Total:</b>					<b>1,753.50</b>
<b>Vendor: 02747 - Wienhoff &amp; Associates, Inc.</b>					
Wienhoff & Associates, Inc.	135536	11/15/2025	Annual Consortium Membersh...	01-40-650070	425.00
<b>Vendor 02747 - Wienhoff &amp; Associates, Inc. Total:</b>					<b>425.00</b>
<b>Vendor: 02763 - Wittmeier Auto Center</b>					
Wittmeier Auto Center	FOCS630396	09/29/2025	Alignment for Unit 50	01-40-621000	139.95
<b>Vendor 02763 - Wittmeier Auto Center Total:</b>					<b>139.95</b>
<b>Vendor: 02867 - Zenner USA</b>					
Zenner USA	0106604-IN	10/31/2025	15-2" Zenner Residential Fire ...	01-50-601060	6,007.32
Zenner USA	0107036-IN	11/19/2025	ETRU / ETR Prog v2 Hand Held...	01-50-601060	1,290.46
<b>Vendor 02867 - Zenner USA Total:</b>					<b>7,297.78</b>
<b>Vendor: 03263 - Zoom Video Communications</b>					
Zoom Video Communications	INV332236221	12/02/2025	Zoom	01-60-650080	10.00
<b>Vendor 03263 - Zoom Video Communications Total:</b>					<b>10.00</b>
<b>Grand Total:</b>					<b>3,697,729.06</b>

## Report Summary

## Fund Summary

Fund	Payment Amount
01 - GENERAL FUND	3,697,729.06
<b>Grand Total:</b>	<b>3,697,729.06</b>

## Account Summary

Account Number	Account Name	Payment Amount
01-10-610061	ELECTRIC	95.33
01-10-630010	Bldg & Grounds Mainten...	3,500.00
01-10-650090	Permits	13,137.00
01-120000	PRE-PAID EXPENSES	1,488.80
01-122010	PRE-PAID INSURANCE - ...	3,049.96
01-122020	PRE-PAID INSURANCE - L...	534.69
01-122040	PRE-PAID INSURANCE - ...	98,205.05
01-122050	PRE-PAID INSURANCE - V...	707.35
01-125010	Inventory - General	20,967.00
01-150551	T & D Const in Progress...	383,325.00
01-200100	Contract Retention	-74,562.19
01-210020	Federal Withholding	57,670.54
01-210030	FICA	65,391.63
01-210040	Garnishments	346.14
01-210045	Retirement	67,324.65
01-210050	State Disability	5,696.85
01-210060	State Withholding	22,861.77
01-210065	Union Dues	3,939.16
01-30-600072	Treatment Chemicals	1,801.38
01-30-601013	Treatment Supplies	400.87
01-30-601050	Small Hand Tools	292.54
01-30-610061	ELECTRIC	-12,005.89
01-30-611013	CELL PHONES	209.23
01-30-620000	Vehicles/Equipment-Gas...	60.00
01-30-623001	Structure Impr > \$2,500	12,078.84
01-30-630005	JANITORIAL SERVICES	546.00
01-30-630010	Bldg & Grounds Mainten...	5,833.36
01-30-630034	TELEVISION	298.93
01-30-630035	GARBAGE	59.21
01-30-630037	Internet Service	184.90
01-30-630040	Lab Fees	2,541.00
01-30-630060	Uniforms	634.40
01-30-635099	Miscellaneous Prof. Serv...	9,864.25
01-40-601020	Janitorial Supplies	232.21
01-40-601030	Office Supplies	856.12
01-40-601035	Software	99.00
01-40-601040	Safety Supplies	655.79
01-40-601050	Small Hand Tools	3,829.22
01-40-601060	Construction & Maint. S...	5,121.93
01-40-610061	ELECTRIC	15,560.89
01-40-610062	Heating Gas	238.24
01-40-611013	CELL PHONES	865.32
01-40-620000	Vehicles/Equipment-Gas...	6,737.16
01-40-621000	Equipment-Repairs	4,886.59
01-40-623000	Structure Repairs	4.64
01-40-630005	JANITORIAL SERVICES	672.00
01-40-630015	Building Security	310.00
01-40-630023	Physicals-DMV & PreEmp..	1,012.00
01-40-630034	TELEVISION	112.73
01-40-630035	GARBAGE	214.67
01-40-630036	Landfill Fees	563.94
01-40-630037	Internet Service	358.49

**Account Summary**

<b>Account Number</b>	<b>Account Name</b>	<b>Payment Amount</b>
01-40-630060	Uniforms	1,223.47
01-40-635099	Miscellaneous Prof. Serv...	447,520.75
01-40-650070	Memberships	425.00
01-40-650080	Subscriptions	2.99
01-40-650096	Penalty/Late Fees	12.12
01-40-675015	Meal Reimbursement	1,032.00
01-40-675040	Training	5,040.00
01-40-675099	Miscellaneous Travel/Tra..	125.16
01-40-699000	Miscellaneous	956.91
01-50-601030	Office Supplies	240.34
01-50-601035	Software	12,390.40
01-50-601040	Safety Supplies	176.98
01-50-601050	Small Hand Tools	30.20
01-50-601060	Construction & Maint. S...	13,532.74
01-50-611013	CELL PHONES	429.94
01-50-630037	Internet Service	156.84
01-50-630060	Uniforms	97.50
01-60-601030	Office Supplies	3,142.96
01-60-601035	Software	3,221.80
01-60-610061	ELECTRIC	9,630.62
01-60-610062	Heating Gas	275.18
01-60-611013	CELL PHONES	853.98
01-60-611061	TELEPHONE	890.23
01-60-630005	JANITORIAL SERVICES	535.50
01-60-630023	Physicals-DMV & PreEmp..	319.00
01-60-630025	Office Equipment Maint...	362.86
01-60-630035	GARBAGE	75.90
01-60-630037	Internet Services	717.60
01-60-630056	Telephone Answering Se...	182.20
01-60-635030	Legal	42,948.22
01-60-635050	Flexible Bene & COBRA P...	894.91
01-60-635099	Miscellaneous Prof. Serv...	52,716.91
01-60-650070	Memberships	9,820.00
01-60-650080	Subscriptions	10.99
01-60-650096	Penalty/Late Fees	32.81
01-60-650098	Misc Fees (Recording)	63.00
01-60-665000	Postage	841.58
01-60-670050	Community Relations	1,843.75
01-60-675010	Conferences & Meetings	4,298.11
01-60-675099	Miscellaneous Travel/Tra..	2,521.66
01-60-699031	Bank Charges	14.40
01-60-699050	Employee Incentive Prog...	6,730.74
01-70-601099	Miscellaneous Supplies	1,894,743.64
01-70-635099	Miscellaneous Prof. Serv...	437,838.48
<b>Grand Total:</b>		<b>3,697,729.06</b>

**Project Account Summary**

<b>Project Account Key</b>	<b>Payment Amount</b>
**None**	3,048,799.06
00001-635099	428,302.75
PJ0619 - 601	153.44
PW349 - 601	220,473.81
<b>Grand Total:</b>	<b>3,697,729.06</b>



# Paradise Irrigation District

## Detail of Disbursements Report

December 31, 2025

<b>X</b>	<b>\$ 2,261,083.58</b>	<b>is reimburseable through grant funds</b>
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	Check#	Date	Vendor/Employee	Amount	% of Total Monthly Disbursements
X	59131	12/03/2025	RCI General Engineering	725,246.15	19.61%
X	59122	12/03/2025	RCI General Engineering	724,246.15	19.59%
X	59174	12/18/2025	West Valley Construction Company, Inc.	546,998.69	14.79%
	59113	12/03/2025	Farr Construction Corp.	428,302.75	11.58%
X	59120	12/03/2025	RCI General Engineering	282,477.90	7.64%
	59165	12/18/2025	T&S Construction Co., Inc	281,675.00	7.62%
X	59121	12/03/2025	RCI General Engineering	245,283.71	6.63%
X	59170	12/18/2025	Water Works Engineers	225,732.26	6.10%
X	59168	12/18/2025	Water Works Engineers	187,113.78	5.06%
	59164	12/18/2025	T&S Construction Co., Inc	101,650.00	2.75%
	59150	12/18/2025	ACWA/JPIA	61,649.11	1.67%
	59161	12/18/2025	Minasian Law	29,336.74	0.79%
X	59169	12/18/2025	Water Works Engineers	24,839.00	0.67%
	DFT0010610	12/22/2025	Internal Revenue Service	21,814.02	0.59%
	DFT0010561	12/03/2025	Pace Supply	20,967.00	0.57%
	59163	12/18/2025	N.C.G.T. SECURITY FUND	20,272.00	0.55%
	DFT0010611	12/22/2025	Internal Revenue Service	20,122.55	0.54%
	59130	12/03/2025	N.C.G.T. SECURITY FUND	19,362.00	0.52%
	59156	12/18/2025	Harper & Associates Engineering, Inc.	16,570.00	0.45%
	DFT0010606	12/19/2025	ICMA Retirement Trust-457	15,170.44	0.41%
	59167	12/18/2025	T&S Construction Co., Inc Umpqua Bank ( 652 413 5909)	14,825.00	0.40%
	DFT0010552	12/08/2025	Employment Development Dept.	14,546.86	0.39%
	DFT0010635	12/17/2025	Pacific Gas & Electric Company	13,794.37	0.37%
	59162	12/18/2025	Minasian Law	13,611.48	0.37%
	59126	12/03/2025	Watts Regulator Co	12,390.40	0.34%
X	59172	12/18/2025	Water Works Engineers	12,078.84	0.33%
X	59173	12/18/2025	Water Works Engineers	11,159.81	0.30%
	APA002617	12/18/2025	VistaNet inc.	10,512.10	0.28%
	59153	12/18/2025	Broad & Gusman	10,000.00	0.27%
	59111	12/03/2025	California Special Districts Association	9,665.00	0.26%
	DFT0010609	12/22/2025	Employment Development Dept.	8,307.52	0.22%
	APA002608	12/18/2025	Northstate Aggregate, Inc.	8,233.90	0.22%
	59129	12/03/2025	Bartle Wells Associates	7,830.00	0.21%
	59147	12/17/2025	SWRCB	7,481.00	0.20%
	59124	12/03/2025	Ronald J Kilburg Jr	7,165.00	0.19%
	59128	12/03/2025	Zenner USA	6,007.32	0.16%
	59109	12/03/2025	Backflow Depot	5,940.01	0.16%
	DFT0010613	12/22/2025	Internal Revenue Service	5,928.13	0.16%
	DFT0010547	12/05/2025	ICMA Retirement Trust-401	5,883.22	0.16%
	59166	12/18/2025	T&S Construction Co., Inc Umpqua Bank ( 652 413 5909)	5,350.00	0.14%
	59110	12/03/2025	Broad & Gusman	5,000.00	0.14%
	59160	12/18/2025	Larry Walker Associates, Inc	4,702.00	0.13%
	DFT0010604	12/19/2025	ICMA Retirement Trust-401	4,643.57	0.13%
	DFT0010605	12/19/2025	ICMA Retirement Trust-457	4,643.57	0.13%
	59144	12/12/2025	SWRCB	4,212.00	0.11%
	DFT0010607	12/19/2025	ICMA Retirement Trust-457	4,108.12	0.11%
	59118	12/03/2025	Larry Walker Associates, Inc	3,956.00	0.11%
	APA002602	12/18/2025	Hunt & Sons Inc	3,530.58	0.10%
	59114	12/03/2025	Hanski Family Farms	3,500.00	0.09%
	59151	12/18/2025	Alvarez Associates LLC	3,500.00	0.09%
	59132	12/11/2025	Chico Catering Company	3,245.63	0.09%
	APA002500	12/03/2025	Hunt & Sons Inc	3,053.58	0.08%
	DFT0010631	12/17/2025	Adobe Systems	3,046.80	0.08%

59154	12/18/2025	GEI Consultants Inc	2,648.00	0.07%
DFT0010582	12/04/2025	Amazon.com	2,550.00	0.07%
DFT0010674	12/30/2025	Tyler Technologies, Inc.	2,498.00	0.07%
DFT0010612	12/22/2025	Employment Development Dept.	2,392.02	0.06%
DFT0010570	12/03/2025	Verizon Wireless	2,358.47	0.06%
APA002615	12/18/2025	Tonya RB Dale	1,843.75	0.05%
APA002508	12/03/2025	Univar USA, Inc.	1,801.38	0.05%
APA002618	12/18/2025	White Glove Cleaning Svc Inc	1,753.50	0.05%
APA002600	12/18/2025	Fruit Growers Laboratory, Inc	1,661.00	0.04%
59119	12/03/2025	Myron Brown	1,540.00	0.04%
APA002594	12/18/2025	America's Tire	1,504.62	0.04%
59112	12/03/2025	CDTFA	1,488.80	0.04%
DFT0010641	12/17/2025	Thomas Ace Hardware	1,421.22	0.04%
DFT0010617	12/05/2025	Hotel	1,408.70	0.04%
APA002612	12/18/2025	Sabre Backflow, LLC.	1,392.00	0.04%
DFT0010551	12/05/2025	ICMA Retirement Trust-457	1,333.14	0.04%
DFT0010608	12/19/2025	ICMA Retirement Trust-457	1,333.14	0.04%
APA002595	12/18/2025	Barewood Inc	1,292.59	0.03%
59175	12/18/2025	Zenner USA	1,290.46	0.03%
59115	12/03/2025	I.B.E.W. Local Union 1245	1,230.63	0.03%
59157	12/18/2025	I.B.E.W. Local Union 1245	1,230.63	0.03%
59125	12/03/2025	TerraVerde Energy LLC	1,206.25	0.03%
DFT0010571	12/03/2025	Vestis Uniform Services	1,130.01	0.03%
DFT0010566	12/03/2025	Enloe Medical Center	1,100.00	0.03%
DFT0010585	12/03/2025	Amazon.com	1,087.49	0.03%
DFT0010618	12/04/2025	Hotel	1,006.96	0.03%
APA002605	12/18/2025	Knife River Construction	967.60	0.03%
APA002506	12/03/2025	RDO Equipment Co.	900.57	0.02%
59149	12/17/2025	SWRCB	881.00	0.02%
APA002499	12/03/2025	Fruit Growers Laboratory, Inc	880.00	0.02%
DFT0010638	12/17/2025	Comcast	851.42	0.02%
DFT0010642	12/17/2025	Vestis Uniform Services	825.36	0.02%
DFT0010598	12/05/2025	California Special Districts Association	825.00	0.02%
DFT0010599	12/03/2025	California Special Districts Association	825.00	0.02%
59117	12/03/2025	isolved, Inc.	797.67	0.02%
DFT0010560	12/03/2025	Grainger Inc	790.83	0.02%
59155	12/18/2025	GHD, Inc	765.00	0.02%
59116	12/03/2025	International Brotherhood of 137 TCWH	738.95	0.02%
59158	12/18/2025	International Brotherhood of 137 TCWH	738.95	0.02%
DFT0010567	12/03/2025	Kimball Midwest	686.68	0.02%
APA002505	12/03/2025	Peterson	654.55	0.02%
59177	12/31/2025	Joseph Biernacki	641.16	0.02%
APA002601	12/18/2025	Fullers Florist	630.00	0.02%
DFT0010562	12/03/2025	Pitney Bowes	605.91	0.02%
DFT0010565	12/03/2025	Comcast	596.56	0.02%
59148	12/17/2025	SWRCB	563.00	0.02%
59176	12/31/2025	Braedyn Schweninger	516.00	0.01%
APA002609	12/18/2025	O'Reilly Auto Parts	497.14	0.01%
DFT0010546	12/05/2025	Sterling Health Services, Inc DBA	444.60	0.01%
59127	12/03/2025	Wienhoff & Associates, Inc.	425.00	0.01%
DFT0010625	12/02/2025	Snap-on Tool	424.07	0.01%
DFT0010563	12/03/2025	Utility Telecom Group, LLC	420.83	0.01%
DFT0010636	12/17/2025	Utility Telecom Group, LLC	419.40	0.01%
59123	12/03/2025	Rental Guys	416.08	0.01%
APA002496	12/03/2025	Boot Barn, Inc	403.11	0.01%
59108	12/03/2025	ACC Business	381.51	0.01%
DFT0010621	12/08/2025	MAC Tools	375.00	0.01%
APA002495	12/03/2025	Advanced Document Concepts For Business	362.86	0.01%
DFT0010569	12/03/2025	Northern Recycling & Waste Srvs	349.78	0.01%
APA002597	12/18/2025	Butte Co - Neal Rd Landfill	345.35	0.01%
APA002607	12/18/2025	Nelson's Building Maintenance, Inc.	344.85	0.01%

DFT0010634	12/15/2025	MAC Tools	340.00	0.01%
APA002610	12/18/2025	Peterson	316.66	0.01%
DFT0010643	12/18/2025	Eagles Security Systems	310.00	0.01%
APA002509	12/03/2025	USA Blue Book	286.64	0.01%
DFT0010555	12/08/2025	Employment Development Dept.	3,295.76	0.09%
DFT0010597	12/08/2025	Costco Wholesale	162.92	0.00%
DFT0010711	12/08/2025	Internal Revenue Service	(44.05)	0.00%
DFT0010556	12/08/2025	Internal Revenue Service	8,117.77	0.22%
DFT0010553	12/08/2025	Internal Revenue Service	29,460.10	0.80%
DFT0010554	12/08/2025	Internal Revenue Service	37,530.08	1.01%
DFT0010573	12/07/2025	Internal Revenue Service	93.74	0.00%
DFT0010574	12/07/2025	Internal Revenue Service	17.91	0.00%
DFT0010576	12/07/2025	Internal Revenue Service	21.92	0.00%
DFT0010572	12/07/2025	Employment Development Dept.	7.39	0.00%
DFT0010575	12/07/2025	Employment Development Dept.	9.07	0.00%
DFT0010548	12/05/2025	ICMA Retirement Trust-457	5,883.22	0.16%
DFT0010549	12/05/2025	ICMA Retirement Trust-457	20,880.40	0.56%
DFT0010550	12/05/2025	ICMA Retirement Trust-457	3,445.83	0.09%
DFT0010603	12/19/2025	Sterling Health Services, Inc DBA	270.20	0.01%
DFT0010544	12/05/2025	Aflac	249.57	0.01%
DFT0010601	12/19/2025	Aflac	249.57	0.01%
DFT0010596	12/03/2025	Costco Wholesale	240.34	0.01%
APA002593	12/18/2025	Access Information Management	233.81	0.01%
DFT0010614	12/15/2025	Harbor Freight Tools	232.67	0.01%
DFT0010639	12/17/2025	Enloe Medical Center	231.00	0.01%
DFT0010678	12/18/2025	Amazon.com	217.20	0.01%
APA002507	12/03/2025	The UPS Store	210.57	0.01%
APA002596	12/18/2025	Bearing Belt & Chain	208.66	0.01%
DFT0010624	12/09/2025	Snap-on Tool	208.53	0.01%
DFT0010640	12/17/2025	Kimball Midwest	207.34	0.01%
DFT0010679	12/30/2025	Amazon.com	202.86	0.01%
DFT0010590	12/15/2025	Amazon.com	187.62	0.01%
APA002497	12/03/2025	Butte Co - Neal Rd Landfill	182.59	0.00%
APA002611	12/18/2025	Plan B Professional Answering Service	182.20	0.00%
DFT0010684	12/08/2025	Harbor Freight Tools	180.23	0.00%
DFT0010592	12/10/2025	Amazon.com	176.00	0.00%
DFT0010595	12/15/2025	Constant Contact Inc	175.00	0.00%
DFT0010545	12/05/2025	California State Disbursement Unit	173.07	0.00%
DFT0010602	12/19/2025	California State Disbursement Unit	173.07	0.00%
APA002510	12/03/2025	VistaNet inc.	162.50	0.00%
DFT0010672	12/10/2025	Dustin Hawley's Pair-O-Dice Automotive	159.91	0.00%
APA002614	12/18/2025	Thomas Hydraulic Inc	158.18	0.004%
DFT0010584	12/01/2025	Amazon.com	107.33	0.003%
DFT0010663	12/04/2025	US Bank Corporate Payment System	106.00	0.003%
DFT0010673	12/11/2025	Snap-On Credit LLC	99.00	0.003%
59159	12/18/2025	isolved, Inc.	97.24	0.003%
DFT0010591	12/15/2025	Amazon.com	92.43	0.002%
DFT0010626	12/08/2025	Home Depot	87.36	0.002%
APA002504	12/03/2025	PBM Supply & Mfg Inc	86.81	0.002%
DFT0010589	12/09/2025	Amazon.com	79.98	0.002%
DFT0010685	12/16/2025	Home Depot	72.04	0.002%
APA002501	12/03/2025	Nelson's Building Maintenance, Inc.	70.36	0.002%
DFT0010637	12/17/2025	Cintas Corporation	69.20	0.002%
DFT0010581	12/20/2025	Amazon.com	64.14	0.002%
DFT0010629	12/02/2025	Dustin Hawley's Pair-O-Dice Automotive	60.00	0.002%
DFT0010564	12/03/2025	Cintas Corporation	50.83	0.001%
APA002613	12/18/2025	SOLUS Network Solutions, Inc	50.00	0.001%
DFT0010568	12/03/2025	Northern Recycling & Waste Srvs	36.00	0.001%
DFT0010628	12/08/2025	US Bank Corporate Payment System	29.86	0.001%
DFT0010677	12/30/2025	Amazon.com	29.35	0.001%
APA002503	12/03/2025	Oroville Ford	27.97	0.001%

	59146	12/17/2025	Butte County Clerk/Recorder	27.00	0.001%
	DFT0010627	12/09/2025	US Bank Corporate Payment System	25.46	0.001%
	DFT0010686	12/29/2025	USPS	25.10	0.001%
	DFT0010632	12/17/2025	Amazon.com	21.73	0.001%
	DFT0010588	12/08/2025	Amazon.com	19.78	0.001%
	APA002598	12/18/2025	Chico Power Equipment	19.64	0.001%
	DFT0010615	12/08/2025	US Bank Corporate Payment System	17.19	0.000%
	DFT0010682	12/29/2025	Butte County Clerk/Recorder	17.00	0.000%
	APA002603	12/18/2025	Industrial Power Products	15.28	0.000%
	APA002599	12/18/2025	Fiserv Solutions, LLC	14.40	0.000%
	DFT0010671	12/19/2025	Amazon.com	13.50	0.000%
	DFT0010557	12/02/2025	Zoom Video Communications	10.00	0.000%
	DFT0010600	12/08/2025	US Bank Corporate Payment System	9.89	0.000%
	DFT0010529	12/01/2025	Butte County Clerk/Recorder	9.50	0.000%
	DFT0010681	12/29/2025	Butte County Clerk/Recorder	9.50	0.000%
	DFT0010586	12/02/2025	Apple	2.99	0.000%
	DFT0010587	12/10/2025	Apple	0.99	0.000%
X	59122	12/03/2025	RCI General Engineering	(724,246.15)	-19.586%
				<b>3,697,729.06</b>	

# Paradise Irrigation District

## Detail of Disbursements Report

November 30, 2025

<b>X</b>	<b>\$</b>	<b>319,944.72 is reimburseable through grant funds</b>
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	Check#	Date	Vendor/Employee	Amount	% of Total Monthly Disbursements
X	59106	11/13/2025	West Valley Construction Company, Inc.	276,653.28	34.19%
	59086	11/13/2025	ACWA/JPIA	84,465.39	10.44%
	59087	11/13/2025	ACWA/JPIA	47,071.51	5.82%
	DFT0010471	11/24/2025	Internal Revenue Service	25,880.20	3.20%
X	59104	11/13/2025	Water Works Engineers	25,786.84	3.19%
	DFT0010472	11/24/2025	Internal Revenue Service	24,180.90	2.99%
	59099	11/13/2025	Slate Geotechnical Consultants, Inc.	23,307.61	2.88%
	DFT0010409	11/10/2025	Internal Revenue Service	22,082.88	2.73%
	59089	11/13/2025	Hanski Family Farms	20,000.00	2.47%
	DFT0010410	11/10/2025	Internal Revenue Service	19,000.50	2.35%
	DFT0010455	11/13/2025	Ferguson Enterprises, Inc	17,965.03	2.22%
	DFT0010467	11/21/2025	ICMA Retirement Trust-457	16,895.40	2.09%
	59101	11/13/2025	Tripepi Smith and Associates, Inc.	14,467.00	1.79%
	DFT0010405	11/07/2025	ICMA Retirement Trust-457	14,270.50	1.76%
	59090	11/13/2025	Harper & Associates Engineering, Inc.	11,270.25	1.39%
	DFT0010470	11/24/2025	Employment Development Dept.	10,125.34	1.25%
	DFT0010408	11/10/2025	Employment Development Dept.	7,952.94	0.98%
	APA002475	11/13/2025	Backflow Depot	7,764.53	0.96%
	59088	11/13/2025	GHD, Inc	7,465.00	0.92%
	APA002489	11/13/2025	RDO Equipment Co.	7,459.70	0.92%
X	59102	11/13/2025	Water Works Engineers	6,705.25	0.83%
	DFT0010474	11/24/2025	Internal Revenue Service	6,499.74	0.80%
X	59103	11/13/2025	Water Works Engineers	5,563.80	0.69%
	DFT0010412	11/10/2025	Internal Revenue Service	5,500.71	0.68%
	APA002485	11/13/2025	Northstate Aggregate, Inc.	5,455.28	0.67%
X	59105	11/13/2025	Water Works Engineers	5,235.55	0.65%
	DFT0010466	11/21/2025	ICMA Retirement Trust-457	4,997.55	0.62%
	DFT0010465	11/21/2025	ICMA Retirement Trust-401	4,997.55	0.62%
	DFT0010404	11/07/2025	ICMA Retirement Trust-457	4,356.43	0.54%
	DFT0010403	11/07/2025	ICMA Retirement Trust-401	4,356.43	0.54%
	DFT0010468	11/21/2025	ICMA Retirement Trust-457	4,238.49	0.52%
	59098	11/13/2025	Ronald J Kilburg Jr	4,050.00	0.50%
	59100	11/13/2025	Tonya RB Dale	3,967.10	0.49%
	DFT0010406	11/07/2025	ICMA Retirement Trust-457	3,076.16	0.38%
	DFT0010495	11/25/2025	Adobe Systems	3,046.80	0.38%
	APA002493	11/13/2025	VistaNet inc.	2,934.60	0.36%
	APA002481	11/13/2025	Hunt & Sons Inc	2,826.07	0.35%
	59095	11/13/2025	Myron Brown	2,700.00	0.33%
	DFT0010473	11/24/2025	Employment Development Dept.	2,650.49	0.33%
	DFT0010411	11/10/2025	Employment Development Dept.	2,266.01	0.28%
	APA002494	11/13/2025	White Glove Cleaning Svc Inc	1,753.50	0.22%
	DFT0010460	11/13/2025	Thomas Ace Hardware	1,652.29	0.20%
	APA002488	11/13/2025	Ralph Skytte	1,493.43	0.18%
	APA002486	11/13/2025	O'Reilly Auto Parts	1,412.95	0.17%
	DFT0010489	11/18/2025	Mitch's Certified Classes, Inc	1,400.00	0.17%
	DFT0010490	11/18/2025	Mitch's Certified Classes, Inc	1,400.00	0.17%
	59091	11/13/2025	I.B.E.W. Local Union 1245	1,230.63	0.15%
	DFT0010469	11/21/2025	ICMA Retirement Trust-457	1,133.14	0.14%
	DFT0010407	11/07/2025	ICMA Retirement Trust-457	1,133.14	0.14%
	APA002490	11/13/2025	Rush Personnel Services, Inc.	1,120.00	0.14%
	DFT0010508	11/22/2025	Hotel	1,027.56	0.13%
	DFT0010507	11/22/2025	Hotel	1,027.56	0.13%
	APA002483	11/13/2025	Knife River Construction	967.60	0.12%

DFT0010506	11/22/2025	Hotel	967.56	0.12%
DFT0010437	11/01/2025	Hotel	967.56	0.12%
DFT0010456	11/13/2025	Comcast	851.42	0.11%
DFT0010488	11/18/2025	Mitch's Certified Classes, Inc	850.00	0.11%
DFT0010461	11/13/2025	Vestis Uniform Services	815.18	0.10%
DFT0010458	11/13/2025	Kimball Midwest	790.73	0.10%
APA002482	11/13/2025	Instrument Technology Corporation	783.14	0.10%
59092	11/13/2025	International Brotherhood of 137 TCWH	738.95	0.09%
59107	11/18/2025	GREEN PARADISE CAFE	700.00	0.09%
59084	11/13/2025	Jason Cooper	641.16	0.08%
APA002477	11/13/2025	Butte Co - Neal Rd Landfill	640.56	0.08%
DFT0010530	11/19/2025	Hotel	617.79	0.08%
DFT0010464	11/21/2025	Sterling Health Services, Inc DBA	617.10	0.08%
DFT0010402	11/07/2025	Sterling Health Services, Inc DBA	617.10	0.08%
DFT0010457	11/13/2025	Comcast	577.72	0.07%
DFT0010542	11/03/2025	Eagles Security Systems	564.54	0.07%
DFT0010440	11/01/2025	SHRM	538.00	0.07%
59083	11/13/2025	Hunter Haver	516.00	0.06%
59085	11/13/2025	Wright, Kevin	516.00	0.06%
DFT0010497	11/24/2025	Amazon.com	500.00	0.06%
59096	11/13/2025	Perkins Mobile Auto Glass	495.00	0.06%
DFT0010523	11/18/2025	Costco Wholesale	431.50	0.05%
DFT0010486	11/18/2025	Amazon.com	414.10	0.05%
APA002484	11/13/2025	Nelson's Building Maintenance, Inc.	357.81	0.04%
DFT0010459	11/13/2025	Northern Recycling & Waste Svcs	349.78	0.04%
DFT0010449	11/07/2025	Hotel	349.09	0.04%
APA002476	11/13/2025	Bearing Belt & Chain	346.21	0.04%
DFT0010525	11/20/2025	US Bank Corporate Payment System	345.60	0.04%
DFT0010516	11/23/2025	AWWA	340.00	0.04%
DFT0010500	11/23/2025	AWWA	340.00	0.04%
DFT0010501	11/23/2025	AWWA	340.00	0.04%
DFT0010446	11/07/2025	AWWA	340.00	0.04%
DFT0010481	11/18/2025	Amazon.com	332.41	0.04%
DFT0010422	11/03/2025	Amazon.com	315.80	0.04%
DFT0010453	11/12/2025	Amazon.com	282.64	0.03%
DFT0010485	11/18/2025	Amazon.com	275.39	0.03%
APA002480	11/13/2025	Fruit Growers Laboratory, Inc	270.00	0.03%
APA002474	11/13/2025	Access Information Management	261.94	0.03%
DFT0010462	11/21/2025	Aflac	249.57	0.03%
DFT0010400	11/07/2025	Aflac	249.57	0.03%
DFT0010543	11/03/2025	Eagles Security Systems	221.52	0.03%
59094	11/13/2025	LARRY ETHINGTON	205.00	0.03%
APA002487	11/13/2025	Plan B Professional Answering Service	192.60	0.02%
59097	11/13/2025	Rental Guys	190.66	0.02%
DFT0010527	11/03/2025	US Bank Corporate Payment System	180.00	0.02%
DFT0010514	11/19/2025	reMarkable	177.27	0.02%
DFT0010463	11/21/2025	California State Disbursement Unit	173.07	0.02%
DFT0010401	11/07/2025	California State Disbursement Unit	173.07	0.02%
DFT0010487	11/14/2025	Amazon.com	162.50	0.02%
DFT0010522	11/18/2025	US Bank Corporate Payment System	152.94	0.02%
DFT0010419	11/03/2025	Amazon.com	151.78	0.02%
DFT0010414	11/03/2025	Amazon.com	150.52	0.02%
DFT0010448	11/10/2025	GFOA	150.00	0.02%
DFT0010559	11/05/2025	Sabre Backflow, LLC.	147.99	0.02%
DFT0010418	11/04/2025	Amazon.com	146.20	0.02%
APA002478	11/13/2025	Cooperative Personnel Services	142.50	0.02%
DFT0010421	11/04/2025	Amazon.com	108.60	0.01%
DFT0010512	11/18/2025	Lowe's Home Improvement	103.59	0.01%
DFT0010480	11/05/2025	Amazon.com	102.83	0.01%
DFT0010524	11/11/2025	Snap-On Credit LLC	99.00	0.01%
59093	11/13/2025	isolved, Inc.	97.24	0.01%

DFT0010504	11/04/2025	Home Depot	95.22	0.01%
DFT0010415	11/04/2025	Amazon.com	79.56	0.01%
DFT0010420	11/04/2025	Amazon.com	75.98	0.01%
DFT0010493	11/14/2025	Stop & Shop	68.41	0.01%
DFT0010521	11/18/2025	US Bank Corporate Payment System	62.00	0.01%
DFT0010502	11/24/2025	Hotel	60.00	0.01%
APA002492	11/13/2025	The UPS Store	58.33	0.01%
DFT0010511	11/18/2025	US Bank Corporate Payment System	52.40	0.01%
DFT0010492	11/18/2025	US Bank Corporate Payment System	52.00	0.01%
APA002491	11/13/2025	SOLUS Network Solutions, Inc	50.00	0.01%
DFT0010513	11/17/2025	Paradise Pines True Value	48.31	0.01%
DFT0010526	11/20/2025	US Bank Corporate Payment System	48.00	0.01%
DFT0010426	11/03/2025	Amazon.com	43.49	0.01%
DFT0010510	11/25/2025	US Bank Corporate Payment System	42.70	0.01%
DFT0010451	11/03/2025	US Bank Corporate Payment System	42.39	0.01%
DFT0010417	11/04/2025	Amazon.com	39.14	0.00%
DFT0010416	11/06/2025	Amazon.com	38.89	0.00%
DFT0010483	11/18/2025	Amazon.com	35.88	0.00%
DFT0010431	11/06/2025	Butte County Assessor	33.73	0.00%
DFT0010517	11/14/2025	Tractor Supply Company	32.99	0.00%
DFT0010424	11/05/2025	Amazon.com	32.59	0.00%
DFT0010444	11/06/2025	Amazon.com	32.51	0.00%
DFT0010515	11/24/2025	Save Mart	30.96	0.00%
DFT0010499	11/03/2025	Amazon.com	29.20	0.00%
DFT0010509	11/05/2025	Napa Auto Parts	27.14	0.00%
DFT0010443	11/07/2025	Amazon.com	24.78	0.00%
DFT0010491	11/13/2025	US Bank Corporate Payment System	22.00	0.00%
DFT0010436	11/03/2025	Home Depot	19.67	0.00%
DFT0010482	11/05/2025	Amazon.com	19.47	0.00%
APA002479	11/13/2025	Fiserv Solutions, LLC	17.25	0.00%
DFT0010528	11/05/2025	US Bank Corporate Payment System	16.39	0.00%
DFT0010450	11/05/2025	Save Mart	15.90	0.00%
DFT0010484	11/18/2025	Amazon.com	15.49	0.00%
DFT0010452	11/02/2025	Zoom Video Communications	10.00	0.00%
DFT0010498	11/03/2025	Amazon.com	9.78	0.00%
DFT0010423	11/04/2025	Amazon.com	9.29	0.00%
DFT0010429	11/02/2025	Apple	2.99	0.00%
DFT0010520	11/24/2025	Apple	0.99	0.00%
DFT0010445	11/09/2025	Apple	0.99	0.00%
DFT0010476	11/24/2025	Employment Development Dept.	(500.00)	-0.06%
DFT0010536	11/28/2025	US Bank Corporate Payment System	(768.27)	-0.09%
DFT0010477	11/24/2025	Internal Revenue Service	(1,000.00)	-0.12%

809,094.95



# Paradise Irrigation District

6332 Clark Rd, Paradise, CA 95969 · 530-877-4971 · Fax: 530-876-0483 · [www.pidwater.com](http://www.pidwater.com)

TO: PID Board of Directors

FROM: Mickey Rich, Assistant District Manager

DATE: January 21, 2026

RE: Approval of Amendment – Time Extension Only for Professional Services Agreement with CPS HR Consulting

## **BACKGROUND**

In January of 2024, the District entered into a Professional Services Agreement with CPS HR Consulting to provide on-demand human resources advisory services. The agreement includes a defined term that is nearing expiration.

## **DISCUSSION**

The proposed amendment modifies only the agreement's term, extending the end date to ensure continuity of support during a period of organizational transition.

The District has successfully transitioned to a full-time Human Resources and Payroll Manager and intends to contract with a consultant to work closely with the new manager to help build a strong, sustainable foundation for the District's HR programs.

The District's average monthly spend is currently under \$200 per month, reflecting minimal usage and a conservative, as-needed approach.

## **Action Requested:**

"Authorize approval of an amendment to the existing Professional Services Agreement with CPS HR Consulting to extend the contract term through June 30, 2026, with no changes to the scope of services or compensation."



AMENDMENT NO. 3  
TO PROFESSIONAL SERVICES AGREEMENT  
ON-DEMAND HR SERVICES

This Amendment No. 1 to the Professional Services Agreement is entered into and effective as of the 31<sup>st</sup> day of May, 2024, by and between Paradise Irrigation District ("District") and CPS HR Consulting ("Consultant," and together with the District, the "Parties") (the "Amendment").

WHEREAS, the District and Consultant entered into the Professional Services Agreement on 19<sup>th</sup> day of January, 2024 for Consultant to provide On Demand HR Services.

WHEREAS, the Parties wish to modify the Agreement to: 1) adjust the timeframe, 2) stipulate an end date in the Agreement;

NOW THEREFORE, in consideration of the mutual promises and covenants contained herein, the Parties do hereby agree to amend the Agreement as follows:

Article VII. Term and Time for Completion. The Term and Time for Completion of this Agreement begins on the effective date and continues through June 30, 2026, unless terminated earlier in accordance with Article XII, or extended in accordance with the terms hereof. No less than thirty (30) days prior to the end of the initial Term or any renewal Term of this Agreement, any party may notify the other party in writing that it desires to terminate this Agreement, effective at the end of the then current term.

All other terms and conditions of the Agreement remain unchanged.

IN WITNESS WHEREOF, the Parties have executed this Agreement:

PARADISE IRRIGATION DISTRICT

CPS, HR CONSULTING

By:

By:

\_\_\_\_\_  
(Authorized Signature)

\_\_\_\_\_  
(Authorized Signature)

\_\_\_\_\_  
(Printed/Typed Name)

\_\_\_\_\_  
(Printed/Typed Name)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Date)



# Paradise Irrigation District

6332 Clark Rd, Paradise, CA 95969 · 530-877-4971 · Fax: 530-876-0483 · www.pidwater.com

TO: PID Board of Directors

FROM: Mickey Rich, Assistant District Manager

DATE: January 21, 2026

RE: Approval of Contract with Dawson Landscaping for Demonstration Garden Services

## BACKGROUND

Paradise Irrigation District issued a Request for Proposal (RFP) for Demonstration Garden Landscaping Services on October 6, 2025, seeking qualified contractors to provide ongoing landscape maintenance and design support for the District's Demonstration Garden.

To encourage competition, the RFP was re-listed in November and kept open until January 2, 2026. Despite this extended outreach period, Dawson Landscaping was the only firm to submit a responsive proposal.

Although Dawson Landscaping was the sole respondent, staff evaluated the proposal and determined it to be responsive, qualified, and reasonable.

Dawson Landscaping:

- Is a long-established, locally based contractor with extensive experience serving public agencies; Holds the required DIR registration and appropriate CSLB licensing;
- Demonstrates significant experience with fire-wise and drought-tolerant landscaping;
- Currently maintains large-scale municipal contracts, including ongoing landscape services for the City of Chico; and
- Submitted pricing consistent with prevailing wage requirements and industry standards.

## FISCAL IMPACT

The contract cost is **\$500 per month** for routine weekly maintenance, with additional services billed only if requested and approved.

Action Requested:

"Authorize approval of a contract with Dawson & Son Inc., dba Dawson Landscaping, for Demonstration Garden landscaping and maintenance services."

## Cover Letter

Thank you for the opportunity to bid for the PID Demonstration Garden Landscaping Services project. Originally from southern California we have been in business since 1975. We started our Chico branch in 1999 and in 2010 re-incorporated and moved the enter business to Chico. We are currently the area's largest landscape contractor employing during peak season over 56 full-time field employees. We are a family run business and we solely manage, run and operate the entire business, meaning when you hire Dawson you get the actual owners as the primary contacts.

We have a long list of references, however, of most notable is our ongoing contract with the City of Chico as their Landscape Contractor. This is a \$1.5 million a year contract that we have successfully fulfilled since 2018. We have also been awarded another City of Chico contract for Weed Abatement for Public Works. Other notable contacts include Cal Park HOA which includes Peace Park, Community Garden and Fish and Wildlife permit work on a annual basis. (We work with a current 1600 permit which we authored and maintain which will be having to be switched over to RMA this year).

We are a full-service landscape company which means we not only provide award winning maintenance services but provide irrigation repair, landscape construction services, professional landscape inspection services (another business of ours that works primarily with the City of Chico on plan reviews, operation standards, plan review, and city landscape details and specifications for landscape projects). We carry all insurance and will provide at award of contract.

Again, thank you for the opportunity to bid on your project.

Shane Dawson

President

DIR#1000054365 CSLB# 947019

## Work Plan

We currently have a crew servicing the Paradise area. This crew is currently there on Mondays and Acorn Oaks Mini-Storage and we provide landscape services for all 'BCAG' (Butte County Association of Governments). This is a 3–4-person crew that will be on-site weekly on Mondays. We have 27 vehicles in service, (2) dedicated irrigation technicians, all equipment necessary for the completion of the project and an on-call designer.

We will service the property weekly. This will include raking, blowing, trimming, pruning, weed spraying (we can provide PCA recommendations if needed we must do this for the City and Cal Park HOA for Fish and Wildlife), and a visual irrigation check (during the growing season).

Extra services would be done by other crews such as irrigation repairs, plantings, pre-emergent, or other services not provided by the weekly maintenance service.

Our in-house designer is Jenna Johnson, and she specializes in drought tolerant landscape with an emphasis on Firewise landscaping. Her most recent Paradise project that was designed by Jenna Johnson and installed by Dawson Landscaping was the Paradise Adventist Church.

Please note that we do recognize (6) major holidays and the week of December 25<sup>th</sup> is paid leave for our employees. We average 48 visits per year due to Holidays but usually manage to get 50 visits a year.

## References

Jeff Short (City of Chico) Landscape Maintenance Supervisor 1-590-774-0709

[jeff.short@chicoca.gov](mailto:jeff.short@chicoca.gov)

Luanne Hiney (Hignell Companies) Account Manager (Cal Park HOA) 1-530-354-5086

[l.hiney@hignell.com](mailto:l.hiney@hignell.com)

Charlene Durkin (City of Chico) Code Enforcement/ Weed Abatement 1-530-720-2485

[charlene.durkin@chicoca.gov](mailto:charlene.durkin@chicoca.gov)

Analís Uhlig (MWS Properties) Account Manager 530-891-3351

[auhlig@mwsproperties.com](mailto:auhlig@mwsproperties.com)

(MWS properties is a very large account of 5 multi acer properties with a monthly value of over \$54,000 per month).

## Pricing/Additional Information

Monthly price for weekly maintenance services: **\$500.00** per month

Design services: **\$250** per hour (billed time will include travel time to and from Chico)

Irrigation repair: **\$95** per hour (Billed time will include travel time to and from Chico)

General labor for planting, construction work and 'other work' outside of general maintenance is as follows: (all rates are per hour, and billed time will include travel to and from Chico)

General labor **\$85.00** per hour

Equipment operator **\$125** per hour

NOTE: Bid items will result in lower labor rates and better pricing.

### **All pricing considers DIR prevailing wage determinations.**

Please note that Dawson Landscaping averages 48 site visits per year due to major Holidays. If we miss more than 48 visits we will prorate monthly invoices accordingly. Please note that we end up averaging 50 visits a year to our Paradise sites and we work in all weather conditions.

A safety plan will be provided, if necessary, once the contract is awarded. Please note that we have an (EMF) Experience Modification Factor of 0.3% meaning we have minimal injuries and we have not had a time loss injury in over 15 years and have never had a reportable injury in our entire time in business in Chico Ca.





# Paradise Irrigation District

6332 Clark Rd, Paradise, CA 95969 · 530-877-4971 · Fax: 530-876-0483 · [www.pidwater.com](http://www.pidwater.com)

TO: PID Board of Directors

FROM: Mickey Rich, Assistant District Manager

DATE: January 21, 2026

RE: Approval of Phase II – Community Advisory Committee (CAC) Planning Services

## Background

In December 2025, PID staff, with Board involvement, participated in a facilitated workshop to establish a Community Advisory Committee (CAC) as a structured mechanism to bring community perspectives to the Board in support of policy, planning, and rate-related decisions. The workshop was informed by observations of effective advisory committee models, including Citrus Heights Water District, and was intended to clarify the CAC's role relative to staff and the Board. The workshop and planning by the consultant for this Phase I work was within District Manager approval level for \$7,450.00.

A key outcome of the workshop was shared alignment that the CAC is not a decision-making body, but rather a formal advisory group designed to provide the Board with organized, representative, and well-facilitated community input. Staff identified "Involve" as the appropriate level of engagement, meaning the District will work directly with CAC members to ensure their perspectives are thoughtfully developed and communicated to the Board for consideration in its deliberations.

## Purpose of Phase II

Phase II is a direct follow-up to the workshop and is focused on moving from conceptual alignment to operational clarity. The work is designed to define how the CAC will support the Board, including:

- What types of topics, decisions, or policy areas are appropriate for CAC input.
- At what points in the Board's decision-making process CAC involvement is most valuable.
- How CAC input will be gathered, synthesized, and communicated to the Board.
- How expectations will be clearly set for CAC members, staff, and the Board.

This phase ensures that the CAC is intentionally designed to enhance—not complicate—Board decision-making by providing timely, relevant, and well-structured community perspectives.



## **Scope of Work**

Phase II includes synthesis of the December workshop outcomes and facilitation of focused implementation sessions with a core staff team to define the CAC's operational parameters. Deliverables include:

- A clearly articulated CAC purpose statement and promise to the public, tied to Board information needs.
- Identification of decision areas and topics where CAC input will be solicited to inform Board action.
- A high-level Year One roadmap outlining meeting topics and desired outcomes aligned with upcoming Board considerations.
- Recruitment and selection criteria designed to ensure balanced, constructive participation.
- Clarification of staff roles, logistics, and timelines necessary to support effective CAC operations.

This work establishes the framework through which the CAC will function as a reliable advisory resource to the Board.

## **Strategic Alignment**

This action advances the District's strategic goals related to community, including, transparency, accountability, and informed governance. By clearly defining how the CAC will be involved in providing input to the Board, the District strengthens its ability to consider community perspectives while maintaining appropriate governance roles and decision authority.

## **Action Requested:**

Approve the Phase II Community Advisory Committee (CAC) Implementation Proposal in the amount of **\$7,425**.

# Paradise Irrigation District Citizens Advisory Committee Implementation Proposal

Jennifer Liebermann Consulting



**Jennifer Liebermann Consulting**  
Jennifer@JenniferLiebermann.com  
510.459.4003

# CAC Implementation Proposal

January 6, 2026

## Background

Paradise Irrigation District staff, with the support of its Board of Directors, would like to establish a Citizen's Advisory Committee (CAC) to strengthen community engagement as the district continues its recovery and rebuilding efforts and proposes rate adjustments in 2026. Board members and staff observed the Citrus Heights Water District's CAC in action and recognized the potential value of creating a similar program for Paradise.

Meaningful two-way dialogue benefits the community, staff and board. However, translating this into practice requires strategic clarity and staff alignment. What topics or decisions should the district seek input on? How will that input be solicited, considered, and used? How will community voices appropriately inform PID's work?

This phase of the work builds on the Phase One which included discovery interviews with board members and department heads and a half day staff workshop to establish strategic clarity and organizational alignment on the purpose, authority, and structure of a Paradise Irrigation District CAC. Staff identified "Involve" as the appropriate level of community engagement—committing to work directly with CAC members to ensure their concerns are reflected in district decisions. The workshop resulted in alignment on a clear promise to the public: "We'll work with you," establishing the CAC as a meaningful partnership rather than one-way communication.

Phase Two will develop actionable implementation plans including a high level action plan, recruitment strategy and high level year one programming.

## Scope of Work for Consulting Services

Phase 2 is designed based on workshop outcomes and Paradise Irrigation District's specific needs.

+ **Staff Workshop Summary** Synthesize and document key December workshop outcomes:

- strategic framework (purpose statement, promise to the public (decision rights) and desired outcomes)
- key decisions
- CAC proposed meeting topic ideas
- CAC proposed membership and selection process ideas

+ **Implementation Workshops:** Design and facilitate 2-3 virtual working sessions with a core team (GM, AGM, Customer Service Manager, and contracted communications resource) to define implementation parameters. These will be conducted using a digital whiteboard tool (e.g. MIRO or Canva).

## Session 1: Purpose and 2026 Meeting Storyboards

- Confirm purpose, desired outcomes and promise to the public
- Develop 2026 meeting storyboards (high level topics, desired outcomes and possible activities)
- This may be 1 - 2 sessions

# CAC Implementation Proposal

January 6, 2026

- *Deliverable:* Update to Workshop Summary with Year One Timeline and 2026 Meeting Storyboards

## **Session 2: Recruitment, Timeline and Logistics**

- Recruitment strategy and selection criteria and process
- Key logistics (venue, staffing needs, printing needs)
- Timeline (outline key dependencies)
- Identify high level staffing needs (internal and external) such as recruitment, communications, logistics, design and facilitation.
- *Deliverable:* High level summary of key decisions from workshop.

## **Timeline**

**January 12:** Provide staff workshop summary as pre-reading to first implementation workshop

**January 14:** Virtual Session #1

**Week of January 20<sup>th</sup> / Jan 26<sup>th</sup>:** Virtual Session #2

**February 5<sup>th</sup>:** Updated Workshop Summary with Year One Timeline and Meeting Summary

## **A Note About Phase Two**

Following Phase 2, Paradise Irrigation District can scope design and facilitation services for CAC meetings based on the year-one meeting roadmap developed during implementation planning. This allows the district to right-size external support based on internal capacity and the number of meetings scheduled.

## **Fees**

The fee for providing the services outlined in Phase 2 is \$7,425. Any services above and beyond this scope of work will be renegotiated and pre-approved by Paradise Irrigation District.

## **Qualifications**

Jennifer Liebermann provides strategic planning and advisory services to public, private sector and philanthropic clients that build the infrastructure for communities to thrive. A creative, visual approach—that encourages participation, interaction and collaboration—creates the space for breakthrough insights and risk taking.

Jennifer founded Kaiser Permanente's Garfield Innovation Center. During her 19-year tenure there, she led large scale transformation projects, often exploring "the future of" care models, physical spaces and technologies.

Jennifer currently serves as strategic advisor and facilitator for Citrus Heights Water District's Customer Advisory Committee, designing and facilitating highly interactive sessions that engage community members in meaningful dialogue about complex water issues. She is also supporting Palmdale Water District in engaging their community in strategic planning around major infrastructure investments.

You can learn more about Jennifer Liebermann's services, clients and case studies by visiting [www.JenniferLiebermann.com](http://www.JenniferLiebermann.com).



# Paradise Irrigation District

6332 Clark Rd, Paradise, CA 95969 · 530-877-4971 · Fax: 530-876-0483 · [www.pidwater.com](http://www.pidwater.com)

**TO:** Board of Directors

**FROM:** Blaine Allen, District Engineer

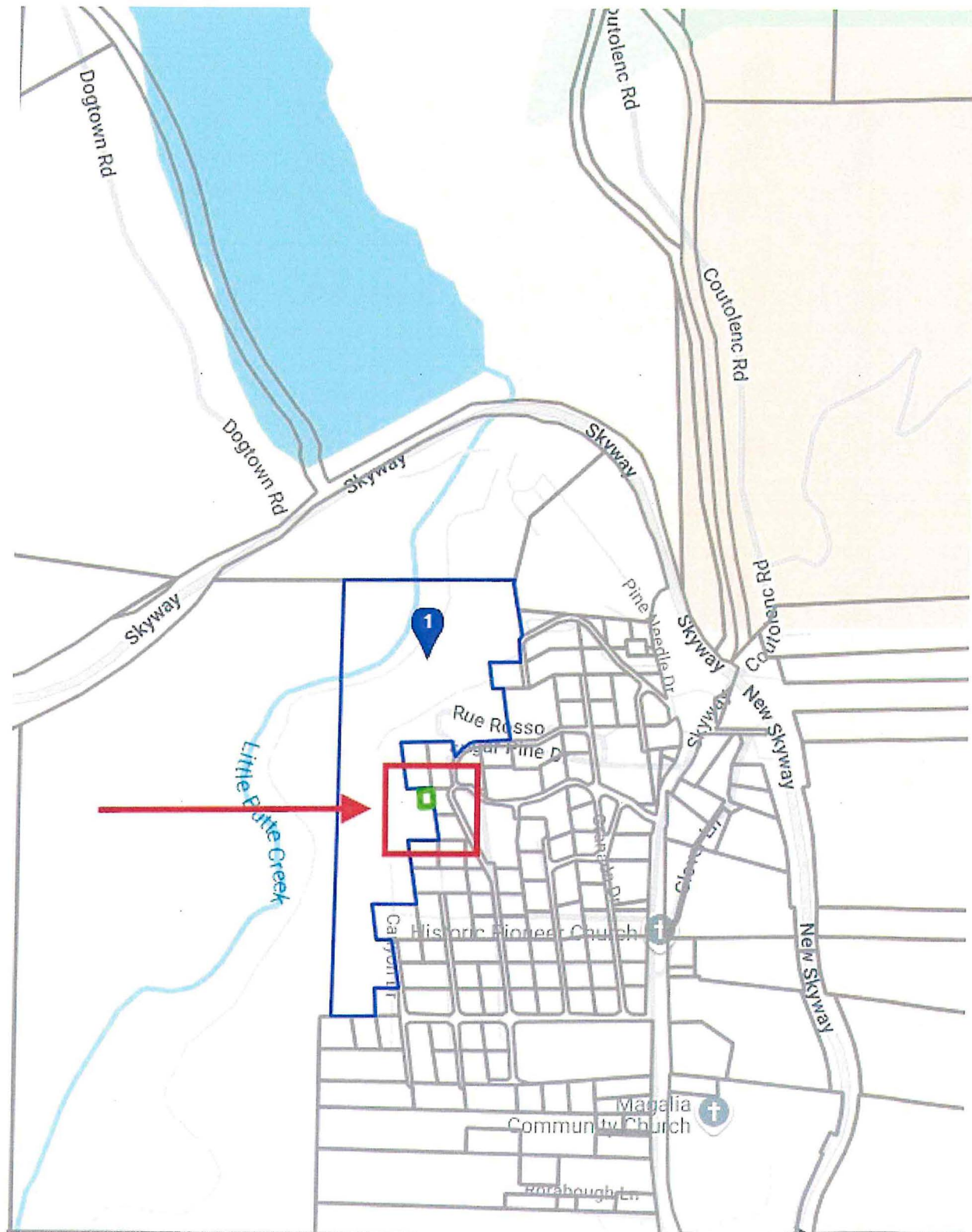
**DATE:** January 14, 2026

**RE:** Approval of Easement Deed to Pacific Gas and Electric Company  
PID Property located in Magalia, California  
APN: 066-010-024

The following Easement Deed document will grant PG&E an easement on PID's property at APN 066-010-024 to facilitate the installation of underground power to PG&E customers on the upper ridge.

Action requested:

*"Adopt Resolution No. 2026-01 granting an Easement Deed from Paradise Irrigation District to Pacific Gas and Electric Company, and authorize the President to execute the Easement Deed granting a public utility easement to PG&E for PID property located in Magalia California, Butte County Assessor Parcel Number 066-010-024."*





## PARADISE IRRIGATION DISTRICT

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RESOLUTION NO. 2026-01

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
PARADISE IRRIGATION DISTRICT  
GRANTING AN EASEMENT DEED TO  
PACIFIC GAS & ELECTRIC COMPANY, A CALIFORNIA CORPORATION

WHEREAS, the Board of Directors has reviewed the easement documents regarding granting a public utility easement to Pacific Gas & Electric Company, A California Corporation, at a regular public meeting; and

WHEREAS, it appears to the Board of Directors that the granting of the road and public utility easement to Pacific Gas & Electric Company, A California Corporation, appears to be in the best interests of the District; and

NOW THEREFORE, BE IT RESOLVED, that the Board of Directors of Paradise Irrigation District does hereby authorize grant of Easement to Pacific Gas & Electric Company, a California Corporation, as hereinafter described in Easement Deed identified as Exhibit "A", as part of this document for property located at in Magalia, California 95954, Butte County Assessor's Parcel Number 066-010-024.

PASSED AND ADOPTED this 21st day of January, 2026, by the following vote at a regular meeting of the Board of Directors.

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

PARADISE IRRIGATION DISTRICT

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Chris Rehmann, President

ATTEST:

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Georgeanna Borrayo, Secretary



## ***PARADISE IRRIGATION DISTRICT***

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I, Georgeanna Borrayo, Secretary to the Board of Directors of Paradise Irrigation District, hereby certify that the foregoing is a true and correct copy of Resolution No. 2026-01, introduced and adopted at a regular meeting of the Board of Directors of said District, held on the 21st day of January, 2026.

ATTEST:

---

Georgeanna Borrayo, Secretary to the  
Board of Directors of  
Paradise Irrigation District





Jeffrey Aldal, SR/WA  
Principal Right of Way Agent, Land Management  
6030 West Oaks Boulevard  
Rocklin, CA 95765

December 22, 2025

Paradise Irrigation District  
Attention: Blaine Allen  
6332 Clark Road  
Paradise, CA 95969

Re: Pacific Gas and Electric Company - Wildfire Rebuild Program  
Your property located in Magalia, California 95954  
Butte County Assessor's Parcel Number: 066-010-024(Property)

Dear Paradise Irrigation District:

Pacific Gas and Electric Company (PG&E) is committed to rebuilding its electric and gas distribution infrastructure to serve the Town of Magalia. Under PG&E's Wildfire Rebuild Program, the Cemetery Project will include installation of electric facilities to distribute underground electric service to properties in Magalia, California.

To facilitate the construction of this critical infrastructure, PG&E is proposing to acquire a permanent easement (Easement) on your property for installation and use of distribution facilities. Please reference the Easement Deed and corresponding exhibits for complete Easement details.

The information below highlights the key terms relating to the proposed Easement:

1. Property: Located in Magalia, California 95954 with Butte County APN: 066-010-024
2. Type of Instrument: Easement Deed LD #2123-03-10332
3. Easement Area: 500 +/- sq. ft.
4. Compensation: \$500.00 (Five Hundred Dollars)

A copy of the Easement Deed is enclosed for your consideration and signature. Please **sign and notarize** the Easement Deed, complete and sign the W-9 form, and return to Interwest Consulting Group using the enclosed self-addressed envelope. PG&E will issue payment within 45 - 60 days of receiving the executed and notarized Easement Deed and completed W-9 form. A copy of the recorded Easement Deed will also be returned to you when it is available.

PG&E has contracted with Interwest Consulting Group to help coordinate this effort. **Yvonne Rogers** will assist with any questions or concerns you may have. **Yvonne** can also help arrange an on-site meeting with PG&E and coordinate with a mobile notary to meet with you, if needed. Please feel free to contact **Yvonne** at **(530) 520-0774** or via email at **yrogers@interwestgrp.com**.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jeffrey Aldal', is located below the 'Sincerely,' text.

Jeffrey Aldal, SR/WA  
Principal Right of Way Agent

Enclosures

**EXHIBIT "A"**

**RECORDING REQUESTED BY AND RETURN TO:**

***PACIFIC GAS AND ELECTRIC COMPANY  
300 Lakeside Drive, Suite 210  
Oakland, California 94612  
Attn: Land Rights Library***

Location: City/Uninc \_\_\_\_\_  
Recording Fee \$ \_\_\_\_\_  
Document Transfer Tax \$ \_\_\_\_\_  
☐ This is a conveyance where the consideration and  
Value is less than \$100.00 (R&T 11911).  
☐ Computed on Full Value of Property Conveyed, or  
☐ Computed on Full Value Less Liens  
& Encumbrances Remaining at Time of Sale  
☐ Exempt from the fee per GC 27388.1 (a) (2); This  
document is subject to Documentary Transfer Tax

(SPACE ABOVE FOR RECORDER'S USE ONLY)

\_\_\_\_\_  
Signature of declarant or agent determining tax

**LD# 2123-03-10332**

**EASEMENT DEED**

PARADISE IRRIGATION DISTRICT, an irrigation district duly created and existing under and by virtue of the laws of the State of California,

hereinafter ("Grantor"), hereby grants to PACIFIC GAS AND ELECTRIC COMPANY, a California corporation ("Grantee"), the right from time to time to excavate for, construct, reconstruct, replace (of initial or any other size), remove, maintain, inspect, and use facilities and associated equipment for public utility purposes, including, but not limited to electric, gas, and communication facilities, together with a right of way therefor, on and under the easement area as hereinafter set forth, and also ingress thereto and egress therefrom, over and across the lands of Grantor situated in the unincorporated area of the County of Butte, State of California, described as follows:

(APN 066-010-024)

The parcel of land conveyed by Isabelle Gilfillan Taylor and Albert F. Taylor to Paradise Irrigation District by deed dated August 31, 1965 and recorded in Book 1390 of Official Records at page 114, Butte County Records, and therein designated PARCEL ONE.

The easement area is described as follows:

A strip of land of the uniform width of 10 feet extending from the westerly boundary of Lot 93A as shown upon the map entitled "Amended Map of Magalia Heights" filed for record May 20, 1930 in Book 9 of Maps at page 40A, Butte County Records, northwesterly to the southerly boundary of PARCEL I-A as described in the deed from Allen Knowles and others to Chandler Bailey Sloan and Calie-Jean B. Sloan dated August 25, 2022 and recorded as Document No. 2022-0028281, Butte County Records, and lying 5 feet on each side of the line described as follows:

Commencing at the northwest corner of said Lot 93A and running southerly along the westerly boundary of said Lot 93A

(a) south 07°32'00 east 45.60 feet

to the TRUE POINT OF BEGINNING of said line; thence leaving said westerly boundary line of said Lot 93A and running

(1) north 73°03'19" west 21.45 feet; thence

(2) north 49°20'02" west 28.66 feet, more or less,

to the southerly boundary line of said PARCEL I-A.

The basis of bearings used is based on a course in the westerly boundary line of Lot 93A as shown upon the map entitled "Amended Map of Magalia Heights" filed for record May 20, 1930 in Book 9 of Maps at page 40A, Butte County Records, which course according to said Map has a bearing of North 07°32'00" West and a distance of 100.00 feet.

Grantor further grants to Grantee the right, from time to time, to trim or to cut down, without Grantee paying compensation, any and all trees and brush now or hereafter within said easement area, and shall have the further right, from time to time, to trim and cut down trees and brush along each side of said easement area which now or hereafter in the opinion of Grantee may interfere with or be a hazard to the facilities installed hereunder, or as Grantee deems necessary to comply with applicable state or federal regulations.

Grantor also grants to Grantee the right to use such portion of said lands contiguous to said easement area as may be reasonably necessary in connection with the excavation, construction, reconstruction, replacement, removal, maintenance and inspection of said facilities.

Grantor further grants to Grantee the right to excavate, grade, and level the ground, including the right to construct, reconstruct, replace (of initial size or any other size), remove, maintain, and inspect walls to maintain the graded slopes for the protection of Grantee's public utility facilities located within the easement area, together with the right to construct and maintain drainage facilities and other appurtenances in connection with the walls.

Grantor hereby covenants and agrees not to place or construct, nor allow a third party to place or construct, any building or other structure, or store flammable substances, or drill or operate any well, or construct any reservoir or other obstruction within said easement area, or diminish or substantially add to the ground level within said easement area, or construct any fences that will interfere with the maintenance and operation of said facilities.

Grantor further grants to Grantee the right to apportion to another public utility (as defined in Section 216 of the California Public Utilities Code) the right to excavate for, construct, reconstruct, replace, remove, maintain, inspect, and use the communications facilities within said easement area including ingress thereto and egress therefrom.

The legal description herein, or the map attached hereto, defining the location of this utility distribution easement, was prepared by Grantee pursuant to Section 8730 (c) of the Business and Professions Code.

The provisions hereof shall inure to the benefit of and bind the successors and assigns of the respective parties hereto, and all covenants shall apply to and run with the land.

Dated: \_\_\_\_\_, \_\_\_\_\_.

PARADISE IRRIGATION DISTRICT, an  
irrigation district duly created and existing  
under and by virtue of the laws of the State of  
California

By \_\_\_\_\_

\_\_\_\_\_  
Print Name and Title

I hereby certify that a resolution was adopted  
on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by the  
\_\_\_\_\_  
authorizing the foregoing grant of easement.

By \_\_\_\_\_

Attach to LD: 2123-03-10332  
Area, Region or Location: 6  
Land Service Office: North Valley  
Line of Business: Electric Distribution (43)  
Business Doc Type: Easements  
MTRSQ: 21.23.03.36.11  
FERC License Number: N/A  
PG&E Drawing Number: L-23-03-36  
Plat No.: R34V  
LD of Affected Documents: N/A  
LD of Cross Referenced Documents: 2123-03-10148  
Type of interest: Electric Underground Easements (4), Utility Easement (86) SBE Parcel: N/A  
% Being Quitclaimed: N/A  
Order or PM: 35486222  
JCN: N/A  
County: Butte  
Utility Notice Number: N/A  
851 Approval Application No: N/A ;Decision: N/A  
Prepared By: RQ1N  
Checked By: PXGE  
Approved By: AGE1  
Revised By: RGRR

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of \_\_\_\_\_ )

On \_\_\_\_\_, before me, \_\_\_\_\_ Notary Public,  
personally appeared \_\_\_\_\_

Insert name

\_\_\_\_\_ ,  
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

\_\_\_\_\_  
Signature of Notary Public

(Seal)

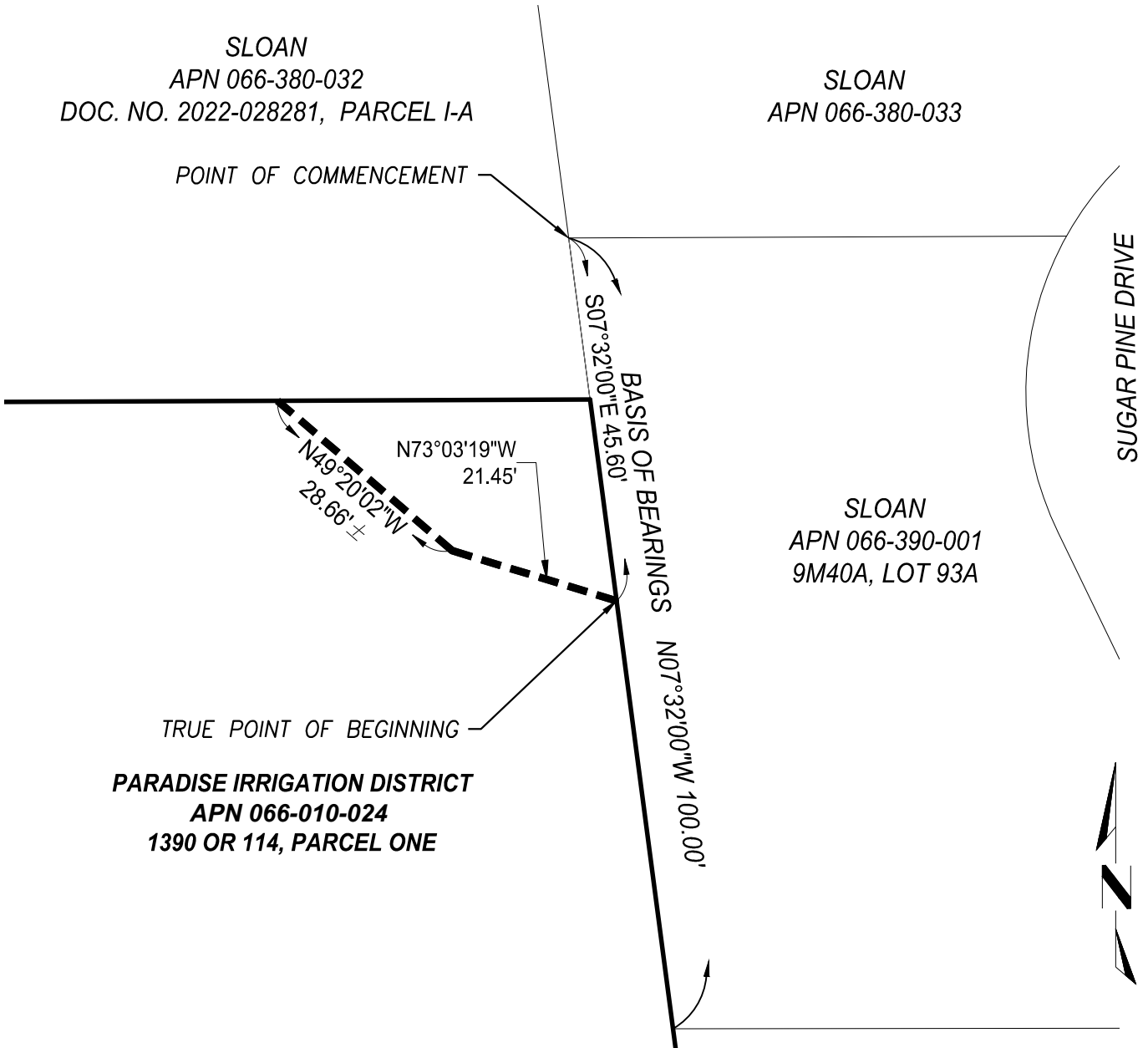
**CAPACITY CLAIMED BY SIGNER**

- ☐ Individual(s) signing for oneself/themselves
- ☐ Corporate Officer(s) of the above named corporation(s)
- ☐ Trustee(s) of the above named Trust(s)
- ☐ Partner(s) of the above named Partnership(s)
- ☐ Attorney(s)-in-Fact of the above named Principal(s)
- ☐ Other \_\_\_\_\_

SLOAN  
APN 066-380-032  
DOC. NO. 2022-028281, PARCEL I-A

SLOAN  
APN 066-380-033

POINT OF COMMENCEMENT



PARADISE IRRIGATION DISTRICT  
APN 066-010-024  
1390 OR 114, PARCEL ONE

### BASIS OF BEARINGS

THE BASIS OF BEARINGS USED IS BASED ON A COURSE IN THE WESTERLY BOUNDARY LINE OF LOT 93A AS SHOWN UPON THE MAP ENTITLED "AMENDED MAP OF MAGALIA HEIGHTS" FILED FOR RECORD MAY 20, 1930 IN BOOK 9 OF MAPS AT PAGE 40A, BUTTE COUNTY RECORDS, WHICH COURSE ACCORDING TO SAID MAP HAS A BEARING OF NORTH 07°32'00" WEST AND A DISTANCE OF 100.00 FEET.

### LEGEND

- SUBJECT PROPERTY LINE
- ADJACENT PROPERTY LINES
- - - - - 10' WIDE PG&E CO EASEMENT CENTER LINE (500 SQFT+/-)

PROPERTY LINES ARE APPROXIMATE AND FOR REFERENCE PURPOSES ONLY.  
UNLESS OTHERWISE SHOWN, ALL COURSES EXTEND TO OR ALONG BOUNDARIES OR LINES.

SHEET 1 OF 1  
**EXHIBIT "A"**

PG&E CO. - BR-01-18 - MAGALIA CEMETERY					SCALE 1"=20"	DATE 12/18/2025
SECTION NE <sub>4</sub> <sup>1</sup> , NE <sub>4</sub> <sup>1</sup> , 36	TOWNSHIP 23N	RANGE 03E	MERIDIAN MDM	COUNTY OF: BUTTE	CITY OF: UNINCORPORATED	
				F.B.: N/A	DR.BY: RQ1N	CH.BY: PXGE
PLAT MAP REFERENCES R34V 9M40A				PG&E N. VALLEY DIVISION	35486222 AUTHORIZE	L-23-03-36 DRAWING NO.



# Paradise Irrigation District

6332 Clark Rd, Paradise, CA 95969 · 530-877-4971 · Fax: 530-876-0483 · www.pidwater.com

TO: PID Board of Directors

FROM: Mickey Rich, Assistant District Manager

DATE: January 21, 2026

RE: Purchase and Installation of a Public Water Fountain – Hope Plaza Project

## BACKGROUND

As part of the Hope Plaza project, the Board previously donated Paradise Irrigation District capacity fees with the understanding that the site would allow installation of a public-facing water feature allowing PID to highlight local drinking water and demonstrate its ongoing commitment to the community.

Installing a public water fountain fulfills that original intent by providing a visible, functional amenity that promotes hydration, public health, and awareness of PID's services in a highly frequented community space.

## PROPOSED IMPROVEMENT

Staff proposes purchase of a sturdy, ADA-compliant, vandal-resistant water filling station / fountain appropriate for public use and long-term durability.

The fountain will include a custom exterior wrap, providing:

- Dedicated space to highlight PID water quality, reliability, and stewardship
- Flexible messaging that can be updated or changed over time to support outreach or education initiatives
- A visible reminder of PID's role in supporting community infrastructure

## FISCAL IMPACT

The total cost for the water fountain, installation, and associated materials shall not exceed \$10,000 and will be accommodated within existing budgeted resources.

## STRATEGIC ALIGNMENT

This project supports PID's Strategic Plan by advancing:

- Customer Focus – Expanding access to safe, potable drinking water
- Stewardship – Encouraging use of public water infrastructure and reducing single-use plastics

- Public Outreach – Increasing visibility of PID’s commitment to the community

Action Requested:

Approve the purchase and installation of a public water fountain for the Hope Plaza Project at a cost not-to-exceed \$10,000.00.





# Paradise Irrigation District

6332 Clark Rd, Paradise, CA 95969 · 530-877-4971 · Fax: 530-876-0483 · [www.pidwater.com](http://www.pidwater.com)

## Employee Recognition Report

January 21, 2026

### **Employee Certification Achievements**

Jason Cooper	Backflow Certification
Hunter Haver	Backflow Certification
Kevin Wright	Backflow Certification

### **New Employees**

Stephen Gill	Customer Service Representative
--------------	---------------------------------

**PARADISE IRRIGATION DISTRICT  
STATEMENT OF NET POSITION  
December 31, 2025**

<b>ASSETS</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
<b>Current Assets</b>					
Cash and cash equivalents	\$ 90,606,984.00	\$ 1,398,473.08	\$ 11,319,732.40	\$ 3,556,221.08	\$ 3,864,860.84
Investments		93,627,821.30	96,755,822.27	92,896,265.51	81,342,317.19
Accounts receivable	648,580.00	741,217.94	1,256,668.05	956,048.90	672,991.18
Settlement Receivable	28,422,750.00				
Grants receivable	12,851,634.00	27,342,601.21	16,066,582.62	16,066,582.62	12,895,710.71
Other receivables	448,459.00	1,282,962.39	592,515.74	339,275.45	693,312.24
Prepaid expenses	149,862.00	186,252.75	190,012.06	405,591.44	649,805.20
Inventories	350,721.00	80,073.65	200,278.02	221,698.33	274,888.34
Total current assets	133,478,990.00	124,659,402.32	126,381,611.16	114,441,683.33	100,393,885.70
<b>Non-Current Assets</b>					
Capital assets - net of accumulated depreciation	41,190,514.00	67,169,508.09	93,942,692.12	126,096,299.53	133,051,057.10
Total non-current assets	41,190,514.00	67,169,508.09	93,942,692.12	126,096,299.53	133,051,057.10
<b>TOTAL ASSETS</b>	<b>174,669,504.00</b>	<b>191,828,910.41</b>	<b>220,324,303.28</b>	<b>240,537,982.86</b>	<b>233,444,942.80</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>					
Gain from debt refunding	60,722.00	36,432.80	12,143.80	12,143.80	12,143.80
Deferred other post-employment benefits	503,574.00	464,396.00	464,396.00	408,422.00	408,422.00
<b>TOTAL DEFERRED OUTFLOWS OF RESOURCES</b>	<b>564,296.00</b>	<b>500,828.80</b>	<b>476,539.80</b>	<b>420,565.80</b>	<b>420,565.80</b>
<b>LIABILITIES</b>					
<b>Current Liabilities:</b>					
Accounts payable and accrued expenses	\$ 4,678,313.00	\$ 7,371,913.25	\$ 8,668,609.60	\$ 9,782,550.83	\$ 3,344,273.25
Accrued payroll liabilities	127,042.00	142,063.27	176,231.34	48,105.56	68,936.81
Accrued interest	861.00	2,619.14	8,436.01	8,436.01	8,436.01
Funds held for others	531,888.00	345,355.57	363,308.47	401,125.42	387,711.95
Deposits	207,743.00	159,280.09	355,986.64	388,585.10	435,376.52
Compensated absences liabilities	403,006.00	497,465.72	497,465.72	497,465.72	497,465.72
current portion of long-term debt	771,300.00	-	-	-	-
Total current liabilities	6,720,153.00	8,518,697.04	10,070,037.78	11,126,268.64	4,742,200.26
<b>Non-current liabilities:</b>					
Long-term debt - net of current portion	2,911,095.00	2,911,095.19	1,053,095.22	962,050.85	862,399.63
Other post-employment benefits	1,177,001.00	1,280,140.00	1,280,140.00	1,338,997.00	1,338,997.00
Total non-current liabilities	4,088,096.00	4,191,235.19	2,333,235.22	2,301,047.85	2,201,396.63
<b>TOTAL LIABILITIES</b>	<b>10,808,249.00</b>	<b>12,709,932.23</b>	<b>12,403,273.00</b>	<b>13,427,316.49</b>	<b>6,943,596.89</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>					
Deferred other post-employment benefits	813,255.00	779,580.00	779,580.00	599,946.00	599,946.00
<b>NET POSITION</b>					
Net investment in capital assets					
Current change in net position	37,568,858.98	15,227,913.00	28,865,594.77	19,254,611.54	1,209,531.23
Unrestricted	126,043,455.00	163,612,313.98	178,840,226.98	207,705,821.75	226,960,433.29
<b>TOTAL NET POSITION</b>	<b>163,612,313.98</b>	<b>178,840,226.98</b>	<b>207,705,821.75</b>	<b>226,960,433.29</b>	<b>228,169,964.52</b>

**PARADISE IRRIGATION DISTRICT**  
**STATEMENT REVENUES, EXPENSES, AND CHANGES IN NET POSITION**  
**December 31, 2025**

	2023	2024	2025	2026 Budget	2026	Budget Remaining (50%)
<b>OPERATING REVENUES:</b>						
Water sales and service						
Service Charge	3,772,487.20	3,963,049.81	3,755,114.98	3,996,210.00	2,109,018.93	47.22%
Quantity Charge	128,971.29	915,286.52	1,113,325.53	1,275,120.00	933,568.41	26.79%
Other Charges	533,733.51	839,176.66	974,155.76	628,591.45	553,753.59	11.91%
Outside water sales	241,404.00	218,942.27	175,454.37	240,000.00	16,502.85	93.12%
Other operating revenues	111,580.00	105,582.40	94,050.80	107,051.00	51,813.33	51.60%
Total operating revenues	4,788,176.00	6,042,037.66	6,112,101.44	6,246,972.45	3,664,657.11	41.34%
<b>OPERATING EXPENSES:</b>						
Salaries and benefits	4,494,022.00	4,800,344.54	5,189,626.74	6,455,139.00	3,247,747.50	49.69%
Supplies	1,171,267.00	607,746.89	782,413.57	1,033,188.00	206,027.68	80.06%
Office	215,424.00	190,308.52	201,982.52	265,000.00	125,799.51	52.53%
Utilities	277,337.00	328,816.70	403,818.62	302,500.00	128,552.86	57.50%
Repairs and maintenance	169,545.00	134,057.30	185,595.42	200,500.00	142,600.38	28.88%
Gas and oil	97,357.00	94,541.54	93,265.94	101,000.00	52,504.01	48.02%
Insurance	135,296.00	168,550.02	184,546.73	158,000.00	5,631.80	96.44%
Training	64,923.00	80,386.10	122,479.28	199,279.00	97,881.34	50.88%
Service charges	105,162.00	264,264.38	182,754.52	201,000.00	92,157.51	54.15%
Professional fees	1,058,458.00	833,556.68	454,336.65	587,256.00	278,667.10	52.55%
License and fees	187,023.00	150,251.07	152,481.33	263,344.00	72,295.07	72.55%
Software	90,711.00	108,287.95	60,666.79	212,000.00	79,545.32	62.48%
Other	75,898.00	89,678.72	78,487.34	216,000.00	48,229.61	77.67%
Depreciation	1,427,679.00	1,661,925.00	-	-	-	
Total operating expenses	9,570,102.00	9,512,715.41	8,092,455.45	10,194,206.00	4,577,639.69	55.10%
Operating loss	(4,781,926.00)	(3,470,677.75)	(1,980,354.01)	(3,947,233.55)	(912,982.58)	
<b>Non-operating revenues and (expenses):</b>						
Interest income	1,630,903.00	2,992,863.74	3,443,173.26	3,406,578.92	1,173,809.93	65.54%
Investment Gain (loss)	(984,668.00)	1,238,530.94	650,335.54	-	304,854.40	
Interest expense	(83,651.00)	(55,149.29)	(4,812.57)	-	-	
Property taxes and assessments	184,088.00	247,176.31	503,263.85	365,563.00	-	100.00%
Capacity fees	65,641.00	218,885.00	27,571.74	-	178,560.43	
Gain on sale of assets	228,646.00	33,621.13	18,177.05	-	-	
PG&E reimbursements	789,844.00	-	7,579,400.00	-	-	
Other income	52,050.00	22,205,517.32	(239,511.50)	74,830.24	150,076.55	
Total non-operating revenues and (expenses)	1,882,853.00	26,881,445.15	11,977,597.37	3,846,972.16	1,807,301.31	
Net loss before extraordinary items	(2,899,073.00)	23,410,767.40	9,997,243.36	(100,261.39)	894,318.73	
<b>Extraordinary items:</b>						
Insurance reimbursements	2,897,125.00	-	1,592,789.02	-	-	
Government grants	15,229,861.00	5,454,827.37	7,664,579.16	15,000,000.00	315,212.50	
Total extraordinary items	18,126,986.00	5,454,827.37	9,257,368.18	15,000,000.00	315,212.50	
Change in net position	15,227,913.00	28,865,594.77	19,254,611.54	14,899,738.61	1,209,531.23	
Beginning net position	163,612,313.98	178,840,226.98	207,705,821.75	226,960,433.29	226,960,433.29	
Ending net position	178,840,226.98	207,705,821.75	226,960,433.29	241,860,171.90	228,169,964.52	



# Paradise Irrigation District

6332 Clark Rd, Paradise, CA 95969 · 530-877-4971 · Fax: 530-876-0483 · [www.pidwater.com](http://www.pidwater.com)

DATE: January 9, 2026  
TO: Board of Directors  
FROM: Darleen Sowers, Chief Financial Officer  
SUBJECT: Statement of Investment Policy  
01/21/2026 Board of Directors Meeting

## Background:

The District's Investment Policy requires an annual review of the policy and states that the Board shall "amend it as appropriate or otherwise ratify its continuance." The Policy also states that the Board will confirm the delegation of the Investment functions as provided in section 14.4.A of this Policy. No changes are recommended for the Policy, and there are no known changes required by recent legislation.

The recommended form of motion is:

"I move approval to reaffirm continuance and delegation of investment functions as provided in PID Rules and Regulations Chapter 14, Investment Policy."

## **CHAPTER 14.A INVESTMENT POLICY**

### **14.1 INTRODUCTION**

It shall be the policy of the District to invest its cash assets in such a manner as to comply with the requirements of the California Government Code, to maintain the integrity of the principal of all investments, and to provide for necessary liquidity. Within those restrictions, the District shall attempt to obtain the highest return possible.

### **14.2 SCOPE**

This Investment Policy (Policy) covers all District funds.

### **14.3 OBJECTIVES**

The objectives of this investment policy include the following in order of importance:

#### **A. Safety –**

It shall be the primary duty and responsibility of those authorized to invest the District's funds to protect, preserve, and maintain cash and investments placed in trust on behalf of the citizens of the District. Diversification is allowed within the guidelines of California Government Code (CGC) § 53601 et seq.

#### **B. Liquidity –**

An adequate amount shall be maintained in liquid short-term securities, which can be converted to cash as necessary to meet disbursement requirements. Since all cash requirements cannot be anticipated, investments in securities with active secondary or resale markets will be used. Emphasis will be on marketable securities with low sensitivity to market risk.

#### **C. Yield –**

Yield shall be a consideration only after the basic requirements of safety and liquidity have been met.

## 14.4 POLICY

### A. Legal Investment Authority –

All available funds shall be invested in accordance with the provisions of the California Government Code (CGC) § 53601 et seq., and as authorized in accordance with GUIDELINES Section 14.5.A.

1. The Board, as the legislative body of the District and in accordance with § 53607 of the CGC, delegates and authorizes the Treasurer to invest or reinvest funds of the District, to sell or exchange securities so purchased and to assume full responsibility for those transactions as described in this Statement of Investment Policy. Under the provision of CGC § 53600.3, the Treasurer is a trustee and a fiduciary subject to the prudent investor standard. Said authority shall be held at the pleasure of the Board, and shall be subject to renewal annually.
2. The Treasurer may delegate a portion of his/her investment authority to a Deputy Treasurer. Prior to the delegation of the investment authority to a Deputy Treasurer, the Treasurer shall notify the Board and request confirmation of the delegation. Delegation of investment authority will not remove or abridge the Treasurer's investment responsibility.
3. The Treasurer may engage the services of one or more external investment advisors to assist in the management of the District's investment portfolio in a manner consistent with the District's objectives and in accordance with this Policy. Such external managers may provide advice and effectuate trades in a discretionary capacity within the guidelines established in this Policy. Such managers must be registered under the Investment Advisors Act of 1940 and must have not less than five years' experience investing in the securities and obligations authorized by the CGC § 53601, and with assets under management in excess of five hundred million dollars (\$500,000,000).

### B. Those Authorized to Invest District Funds –

In accordance with Section 21187 of the California Water Code, the Treasurer has appointed the following as "Deputy Treasurers" to assist in handling the **investment practices of the District**. By approval of this document these appointments are hereby ratified by the Board. The Board shall review the appointment of Deputy Treasurers annually at the first Board meeting each January.

District Manager  
Assistant District Manager

The Treasurer and Deputy Treasurers are authorized to direct and invest District funds in accordance with this Policy.

C. Reports –

Monthly: Report of Transactions. All transactions into, out of or between various investments will be monitored and summaries reported monthly.

Quarterly:

1. Procedure.

The Treasurer shall furnish a Quarterly Investment/Cash report to the Board within forty-five (45) days following the close of the preceding quarter.

2. Content of Report.

Shall include a statement of compliance with this policy, and, as necessary, liquidity versus forecasted cash flow for the next six (6) months.

Detail Reports

Description of each investment

Cost

Market value (identify source)

Rate of Return - face and current

Date purchased (except LAIF)

Earned interest accrued and received

Maturity Date

Identify holder of security

Identify any funds managed or controlled by outside parties (except LAIF)

Summary by Investment Type (i.e., Treasury Notes, GNMA, LAIF)

Summary by Maturity Date

0 – 90 days

90 – 365 days

1 – 2 years

2 – 3 years

Etc.

Summary of Beginning Balance, Transactions, and Ending Balance

Annually:

Prior to January 31st at a meeting of the Board, the Board shall review the Statement of Investment Policy (including the authorization of the Treasurer to assume full responsibility for investment transactions) and amend it as appropriate or otherwise ratify its continuance. The Board will also confirm the delegation of the Investment functions as provided in Section 14.4.A. of this Policy.

D. Selling Securities Prior to Maturity –

Except for investments with maturities of one year or less, sale transactions prior to maturity shall be made only to provide for cash requirements, to sell an investment which does not meet current Investment Policy or to restructure maturities to meet current goals. However, such sales prior to maturity may be made to secure higher yields provided the objectives of safety and liquidity are met first.

Sufficient written documentation to facilitate audit of the transaction must be maintained.

E. Interest –

Interest shall be accounted for on the accrual basis quarterly. Gains or losses on the sale of securities will be recorded on the transaction date.

## 14.5 GUIDELINES

The following Guidelines are established to direct and control investment activities and are a part of the above policies:

A. Investments –

The investment portfolio shall be reviewed periodically by one of the following: Treasurer, District Manager, Assistant District Manager or Finance Committee Board member to ensure compliance with this Policy.

B. Pooled Cash –

Whenever practical District cash shall be consolidated and invested on a pooled concept basis. Interest earnings will be allocated according to specific Board designated reserve accounts and other non-designated funds at monthly intervals.



C. Competitive Bids –

Purchase and sale of securities should be made on the basis of competitive offers and bids when applicable.

D. Cash Forecast –

Treasurer shall prepare six-month cash forecast for basis of setting goals for investment maturities quarterly or annually, and when any significant changes take place that would materially revise the forecast.

E. Investment Limitations –

Security purchases and holdings will be maintained within statutory limits imposed by the California Government Code § 53601 et seq. and contractual agreements.

F. Liquidity –

The marketability (salability) of a security should be considered at the time of purchase, as the security may have to be sold at a later date to meet unanticipated cash demands. The portion of the portfolio which may have to be liquidated in order to meet cash requirements should, therefore, consist largely of securities with active secondary or resale markets. This would include short-term maturities to limit the effect of market risk on the market price of securities.

G. Long-Term Maturities –

Maturities over three years should be limited to those funds, which clearly will not be required before maturity (or one year before maturity). A line of credit collateralized by the investment portfolio shall be established for short term borrowing. Any use of this line of credit is subject to Board Approval prior to execution.

H. Broker / Dealers –

Broker / Dealers and investment advisors shall be provided with a copy of this Policy to assure that they are aware of what are designated as Permitted Investments as well as those investments which are specifically prohibited.

I. Diversification –

The purpose of diversifying is to reduce the overall portfolio risks while attaining a market rate of return. Therefore, it needs to be conceptualized in terms of maturity, instrument types and issuer. The portfolio should consist of a mix of various types of securities, issuers, and maturities.

## Customer Service Activities - December 2025

### Phone Survey Ratings

Rating	5 Stars	4 Stars	3 Stars	2 Stars	1 Star	% Calls
May 2025	15	1	1	1	1	1.7%
June 2025	8	1	0	0	1	0.9
July 2025	20	0	0	1	2	3.1%
August 2025	16	0	0	0	1	2.1%
Sept. 2025	7	0	0	0	2	1.3%
Oct. 2025	10	0	0	1	0	1.2%
Nov. 2025	7	0	0	0	0	1.4%
Dec. 2025	10	0	0	0	3	2.2%

### At the counter surveys

Rating	5 Stars	4 Stars	3 Stars	2 Stars	1 Star
May 2025	25	2	0	0	0
June 2025	21	0	0	0	1
July 2025	22	0	0	0	0
August 2025	19	0	0	0	0
Sept. 2025	12	0	0	0	0
Oct. 2025	13	0	0	0	0
Nov. 2025	7	0	0	0	0
Dec. 2025	7	0	0	0	0

### Nov-Dec Customer Service Survey Results

*Based on 17 surveys received back.*

<b>Average Rating</b> <i>Customers were asked to rate service between 1 (poor) and 5(excellent)</i>	
Question	Rating
How was your experience contacting PID?	4.88
Was our office representative friendly and helpful?	5.00
Was our office representative knowledgeable?	4.87
How would you rate our communication during your service period?	4.94
Was our field representative courteous to you?	5.00
Did we respond promptly?	5.00
Was the problem solved in a reasonable amount of time?	4.76
Was the problem satisfactorily resolved?	4.75
Did PID meet your expectation for service?	4.67
How does PID's service compare with other businesses?	4.92

### **Customer Compliments**

Nov. 17<sup>th</sup> - The problem was fixed quickly and in the middle of the night. And you guys even came back and cleaned up all the mud the next day. Thank you! ~ Nathan

Nov. 20<sup>th</sup> - Everyone I have dealt with has been awesome and caring! Thank you! ~ Dana

Dec. 15<sup>th</sup> - My incident was late on a Saturday afternoon. Hunter Haver was excellent as your field representative. I sent a complimentary letter to Kevin Phillips a few weeks ago! ~ William

Dec. 5<sup>th</sup> - Great response; Timely, prompt response and resolved quickly. Excellent! ~M.G.

Dec. 19<sup>th</sup> - Kudos to Everyone at PID - I can't say enough good things about everyone involved in restoring my service!! ~ Cherie

Dec. 29<sup>th</sup> - I called PID that day, and the same day they were there to look at it. ~ Troy

### **DropCountr Registrations**

- ▣ We currently have 1225 users signed up for DropCountr (17 new users)

- **Update on Billing / Emergency Notifications**

- ▣ We continue to evaluate service providers for notifications. In the meantime, we have ceased phone notifications. Customer service has received many calls from customers who want to sign up for phone notifications again. For now, they are being directed to sign up for email reminders.

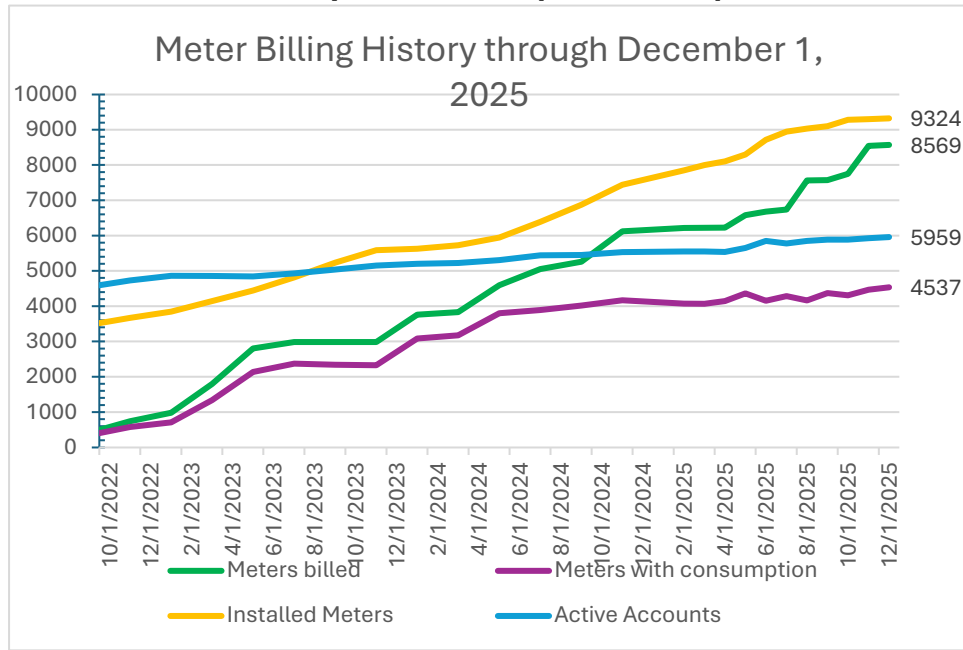
- **Filling Customer Service Vacancy**

- ▣ We are happy to welcome Stephen Gill to the customer service team, as the newest Customer Service Representative.

- **Meter Billing Progress**

- ▣ Our recovery coordinator is working through the research on approximately 950 accounts to determine their correct meter install status and make corrections. These accounts were discovered during our end-of-project audit. In most cases, the meter numbers just need to be reprogrammed and put in our system; however, the time involved in researching and remediating, means we will likely be adding these meters weekly, for the next few months.

# Monthly Consumption Report



## Consumption Revenue

	2022	2023	2024	2025
January		7,667.66	44,178.99	50,428.50
February		11,205.27	28,010.54	48,537.00
March		11,205.27	28,010.54	41,073.00
April		22,086.29	46,896.50	47,394.89
May		22,086.29	46,896.50	77,791.92
June		90,062.15	129,040.50	132,244.53
July		90,062.15	129,040.55	184,382.03
August	12,624.26	66,737.09	182,252.64	200,376.75
September	12,624.26	66,737.09	182,252.64	194,015.04
October	10,956.99	54,365.33	131,850.50	161,723.97
November	10,956.99	54,365.33	131,850.50	101,022.97
December	7,667.66	44,178.99	50,428.50	54,588.12

## Average Consumption Cost Per Customer

	2022	2023	2024	2025
January		10.83	14.32	12.39
February		8.38	8.84	11.93
March		8.38	8.84	9.91
April		10.35	12.35	11.43
May		10.35	12.35	17.83
June		37.96	33.67	31.83
July		37.96	33.67	43.02
August	36.28	28.52	45.37	48.16
September	36.28	28.52	45.37	44.38
October	19.06	23.37	31.63	37.56
November	19.06	23.37	31.63	22.63
December	10.83	14.32	12.39	12.03

Before January 2025, billing was bi-monthly. As a result, the monthly data for that period is split evenly between the two-month billing cycle.

# Strategic Plan Highlights January 2026

## **GOAL: PEOPLE – A Motivated, High-Performing Board and Staff Team**

The District has implemented a **professional development program for managers through ACWA/JPIA**, strengthening leadership capacity, supervisory consistency, and compliance knowledge across the organization. Employee engagement work has advanced through completed surveys and training investments included in the adopted budget. As the Board is aware, the District will also be **bringing in a consultant to focus on Board leadership**, supporting continued improvement in governance practices and alignment with strategic priorities.

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## **GOAL: WATER – Reliable, Sustainable, and Affordable Supply of High-Quality Water**

The **Urban Water Management Plan update is in progress**, and an **RFP for a consultant has been issued** to support this required planning effort. This work ensures the District remains compliant with state requirements while maintaining an up-to-date evaluation of long-term water supply and demand.

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## **GOAL: PUBLIC OUTREACH – Effective Service and Communication with the Public**

The District is actively working toward implementation of a **customer notification platform** to improve timely communication during emergencies, outages, and service disruptions. In addition, the **Community Advisory Committee has been established and initiated**, providing a structured forum for community input to inform Board decision-making and strengthen transparency and trust.

#	GOAL AREA/OBJECTIVES/ACTIONS	P	Who	Help	Due	Recurs	Note/Status
1	GOAL: PEOPLE: A Motivated, High-Performing Board and Staff Team						
1.1	OBJECTIVE: : The District effectively recruits, hires, and retains motivated and qualified staff.						
1.1.1	Analyze current hiring procedures and create a report by January 1, 2026, identifying at least three areas for improvement.		Mickey	tiffany, jeff, rebekah	Apr-26		
1.1.2	Develop a standardized and comprehensive employee recognition program by April 1, 2026, aiming for a <i>min of 85% employee satisfaction rate</i> .		Mickey	Mickey, Jeff, Georgeanna	Apr-26		Initiated
1.1.3	Establish at least three internship or apprenticeship programs considering partnership with local colleges and highschoools by January 1, 2026.		Rebekah	Georgeanna, Kevin	Apr-26		
1.1.4	Baseline survey employee values survey by June 2025		Sarah Fenton	Kevin review	Jun-25		Complete. gallop survey 6/26 lunch & learn. Mickey reviewing values survey.
1.1.5	Discover where to Advertise open positions directly to certified/qualified candidate pools and explore at least two additional advertising channels, <i>aiming to increase qualified candidates by 20%</i> .		Sarah Fenton	Georgeanna, Kevin	Jun-25		Goal appears to be met. indeed, pid website, facebook. Advertise to distinct applicant pools when appropriate, ie, CFO, District Manager, Distribution / Treatment Positions
1.2	OBJECTIVE: Departments are staffed appropriately over time to meet evolving needs.						
1.2.1	Conduct regular one-on-one and group meetings <i>quarterly</i> to discuss evolving staffing needs and future requirements, with meeting minutes documented and action items tracked.		all management		Jul-25	quarterly	initiated
1.2.2	Review past workloads annually to predict future staffing requirements, aiming to adjust staffing levels to meet <i>at least 95%</i> of projected needs.		Kevin		now	annually	done / recurring
1.2.3	Create an organizational chart that mirrors the District's business model and fill current open positions <i>within six months</i> .		Kevin	Mickey, Jeff, Tiffany, Rebekah, Pete	Aug-25		initiated
1.2.4	Develop key performance indicators (KPIs) for each department by January 1, 2026, ensuring appropriate capacity for training, vacations, and emergencies, <i>with quarterly reviews to track progress</i> .		Mickey	all management	Jan-26	quarterly	Initiated.
1.2.5	Develop Career Paths for all positions by January 31, 2026		Tiffany	Jeff, Tiffany, Rebekah	Mar-26		
1.3	OBJECTIVE: A succession and knowledge retention Plan is in place for each key position						
1.3.1	Create a department-level succession plan for all positions by <i>April 1, 2026</i> , including cross-training, replacement hiring overlap, and mentoring programs, <i>with at least 80% of key positions being filled from within</i> .		Rebekah	all departments	Apr-26		
1.3.2	Document standard operating procedures (SOPs) for all key processes by <i>January 1, 2027</i> with 100% of SOPs reviewed annually.		Mickey / Cierra	all departments / consultant	Jan-27	Annually	

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1.3.3	Identify potential successors and provide necessary training and certifications, aiming for at least 70% of identified successors to complete required training within two years.		Kevin	Erica	Jun-27		
1.3.4	Ensure fairness in cross-training opportunities by implementing a lottery system, staggered cross-training or other fair methods, with at least 90% employee satisfaction in cross-training opportunities.		Jeff/Rebekah	Sarah, Tiffany	Jun-25		Employees have received invitation to cross-train and the program is in progress.
1.4	OBJECTIVE: Staff are trained, experienced, evaluated, and have the resources needed to perform with excellence.						
1.4.1	Develop a budget for training and education by <i>June 30, 2025</i> , including compensation for obtaining additional certifications, with at least 80% of the budget utilized annually.		Kevin	Darleen, Erica, Jeff	Jun-25	annually	Included in the board adopted 2025-26 budget
1.4.2	Create an annual training schedule starting from the new hire process, including personalized leadership training for managers, with at least 90% of staff completing required training each year.		Tiffany	Kevin, Mickey, Tiffany, Jeff	Jul-26	annually	
1.4.3	Re-evaluate the evaluation forms to align with district goals by <i>October 1, 2025</i> , including regular check-ins and pulse surveys, aiming for at least 85% employee participation in surveys.		Mickey	Sarah, Tiffany, Darleen	Oct-26	ongoing	Employee surveys completed. Draft
1.4.4	Provide training on technology and tools that staff are using, ensuring at least 90% of staff report being adequately trained on necessary tools and technology.		Mickey	all management	Apr-26		
1.5	OBJECTIVE: : The Board conducts an annual self-evaluation and takes action to improve its performance						
1.5.1	Look at other districts to see how they conduct their board self-evaluations and incorporate best practices, aiming to implement at least three new practices by January 1, 2026.		Kevin	Georgeanna	Jan-26		Board leadership initiated
1.5.2	Update the District Manager evaluation process to align with board goals by January 1, 2026, aiming for at least 90%		Kevin	Board	Jan-26		Consultant onboard
2	GOAL: FINANCE: Stable and Sustainable Finances Over the Long-Term						
2.1	OBJECTIVE: : The budget is balanced, and finances are predictable and sustainable.						
2.1.1	Finalize the rate study		Kevin/Mickey	Darleen	Apr-26		Would like to time study with community advisory committee
2.1.2	Provide real-time or monthly budget tracking tools accessible to department heads by June 30, 2026		Darleen		Jun-26		
2.1.3	Develop a long-term Capital Improvement Plan aligned with strategic priorities by August 15, 2025		Kevin	Blaine	Aug-25		Done
2.1.4	Conduct a formal mid-year review of the current fiscal year budget each January		Darleen		Jan-27	annually	
2.1.5	Develop a rolling multi-year operating and capital budget by June 30, 2026		Darleen/Kevin	Blaine	Jun-26		
2.2	OBJECTIVE: Financial reporting is timely, accurate, and clear, includes long-term forecasts, and allows the Board to really understand near and long-term trends and make well-informed decisions.						
2.2.1	Draft 10-year CIP document by August 15, 2025 (2.1.3)		Kevin		Aug-25		Done
2.2.2	Develop a rolling multi-year operating and capital budget by June 30, 2026 (2.1.5)		Darleen/Kevin		Jun-26		
2.2.3	Future Regs that effect Business operations - Develop a quarterly regulatory review and summary report beginning September 2025		Mickey	all	Mar-26	quarterly	
2.2.4	Starting July 2026, generate monthly budget-to-actual reports with variance analysis		Darleen		Jun-26	monthly	

#	GOAL AREA/OBJECTIVES/ACTIONS	P	Who	Help	Due	Recurs	Note/Status
2.3	OBJECTIVE: The District obtains substantial grant funding that offsets costs for customers.						
2.3.1	Maintain active federal and state lobbying services with quarterly updates on funding opportunities.		Kevin		Aug-25	quarterly	Done
2.3.2	Retain a dedicated grant consultant by June 2026 to assist in research, writing, and submission.		Kevin		Jan-26		Complete - DRE Consultants
2.3.3	Formalize partnerships with at least 2 regional agencies for joint grant applications by September 2025.		Kevin / Blaine	Mickey	Apr-26		Butte County / Butte County Fire Safe Council
2.3.4	Allocate budget funds in FY 2025–2026 specifically for water conservation / Customer grants		Mickey / Tracy		Apr-26		
2.3.5	3 capital improvement projects are shovel-ready with completed design and permitting by December 2025				Jul-27		
2.4	OBJECTIVE: A realistic and up-to-date long-term financial Plan incorporates all revenues and identified expenses over time.						
2.4.1	Create a long-term budget model including reserve targets and funding strategies by December 2025.		Darleen		Jul-26		
2.4.2	Conduct an annual review of the District's Strategic Plan each October, aligning financial planning accordingly.		Mickey		Oct-26	annually	
2.4.3	Provide quarterly Board reports that break down all revenue sources, including grants, rates, and investments.		Darleen		Jul-26	quarterly	
2.4.4	Use data-informed, realistic assumptions for population growth, service demand, and inflation starting FY 2025–2026.		Darleen		Jul-26		
2.4.5	Implement an inventory and asset tracking system tied to job tickets for depreciation and lifecycle planning by Jan 2026.		Erica	Jeff	Jul-26		
2.5	The District tracks changing economic and demographic trends that may impact it and periodically considers whether it can influence them and whether it needs to adapt its long-range planning.		Kevin		Jul-26		
3	GOAL: WATER: Reliable, Sustainable, and Affordable Supply of High-Quality Water						
3.1	OBJECTIVE: Long-term water supply and demand forecasts are kept up to date to assist in the management of supply over time.						
3.1.1	Update Urban Water Management Plan (UWMP) by state deadline.		Blaine		Jul-26		RFP issued 11/13/2025
3.1.2	Hold annual supply/forecasting board meetings starting April 2026. annual state of the water report		Rebekah		Apr-26	annually	
3.1.3	Publish annual customer-facing water supply report by end of each fiscal year include in ccr		Rebekah		Jun-26	annually	
3.2	OBJECTIVE: The District's water rights are secured and perfected.						
3.2.1	Update legal and technical support for water rights cases.		Kevin		Jul-26	bi-annually	
3.2.2	Identify viable transfer opportunities by October 2025.		Kevin		Jul-26		on hold
3.2.3	Hendrick Canal - Miocene Canal Finalize feasibility analysis and submit funding applications by December 2025.		Kevin		Jul-26		on hold
3.3	OBJECTIVE: The District periodically updates its Board-approved long-term water supply Plan that evaluates all potential supplies, suggests appropriate actions, and is brought to the Board for approval.						
3.3.1	Complete revision and submit updated UWMP to DWR by required state deadline (next cycle likely 2026).		Bill/Blaine		Jul-26		



#	GOAL AREA/OBJECTIVES/ACTIONS	P	Who	Help	Due	Recurs	Note/Status
3.3.2	Complete a stand-alone WShortage CP by December 2025; review for alignment with drought protocols annually.		Bill/Blaine		jly 2026	annually	
3.3.3	Produce annual yield analysis each July with quarterly trends report to board starting		Rebekah		Apr-26	quarterly/annually	
3.3.4	Update and adopt revised conservation regulations by June 2025.		Rebekah	Mickey	Jun-25		Done
3.4	OBJECTIVE: District water sales and agreements provide revenue and/or improve long-term water reliability.						
3.4.1	Track legislation monthly via ACWA/CSDA and summarize implications for Board quarterly.		Kevin		Dec-25	monthly/quarterly	board updated 12/2025
3.4.2	Actively participate in at least 3 key water policy committees annually.		Kevin		Jun-25	annually	Done
3.4.3	Complete study on revenue-generating water transfer options by March 2026.		Kevin		Mar-26		
3.4.4	Increase Paradise Dam Yield - Commission preliminary engineering study by April 2026.		Blaine/Bill	Kevin	Jan-27		
3.5	OBJECTIVE: Options to seismically upgrade and expand Magalia dam is evaluated and brought to the Board for consideration.						
3.5.1	Finalize 100% design documents and environmental review by October 2026.		Blaine		Oct-26		
3.5.2	Submit minimum of 3 grant or funding applications by March 2027.		Kevin / Blaine		Mar-27		
3.5.3	Negotiate and execute at least one MOU or agreement with regional water agencies by March 2027.		Kevin		Mar-27		
3.5.4	Meet with Butte County, and/or Town, to outline joint project scope by February 2026.		Blaine / Kevin		ongoing		ongoing / on track
3.6	OBJECTIVE: The District is appropriately engaged to protect its water supply from changing regional and statewide regulations, water rights challenges, and more.						
3.6.1	Engage legal counsel and lobbying partners to support strategies for funding Magalia Dam.		Kevin		Jan-26		Complete - ongoing
4	GOAL: FACILITIES: Built and Maintained for Long-Term Reliability and Cost Effectiveness.						
4.1	OBJECTIVE: Development of new facilities, replacement, upgrade, and renewal follows a comprehensive, realistic, and funded capital facilities Plan that result in long-term reliability and cost-effectiveness.						
4.1.1	Implement GIS-integrated Asset Replacement Program by Q4 FY2025, including preventive maintenance schedules for all major assets.		Erica		Jul-26		Initiated.
4.1.2	Complete list of options for NPDES Compliance Options.		Rebekah		Jun-26		
4.1.3	Conduct operational space needs assessment for a Water Education Center and administrative expansion by March 2026		Kevin	Bill	Mar-26		
4.1.4	Perform annual condition facility inspections each September; establish a grading and tracking system, documented by Q1 FY2026.		Jeff	Erica	Jul-26	annually	
4.2	OBJECTIVE: Comprehensive, realistic, and funded asset management for long-term reliability and cost-effectiveness guides maintenance management.						
4.2.1	Develop a comprehensive asset lifecycle schedule (hours, miles, years) for vehicles, equipment, and infrastructure.		Jeff	Erica/Bill	Mar-26		
4.2.2	Adopt a 10-year rolling replacement plan for capital assets by March 2026; update annually.		jeff		Mar-26		
4.2.3	Track water system leaks and complete a system-wide pipeline risk assessment by July 2026.		Jeff	Erica	Mar-26		
4.2.4	Identify and rank top 10% of high-risk assets for prioritized maintenance by March 2026.		Jeff	Blaine	Mar-26		
4.2.5	Review and adjust capital maintenance budget annually during Q3 for Board approval.		Darleen	managers	Mar-26	annually	
4.3	OBJECTIVE: The District maintains updated plans and preparations to mitigate significant incidents and threats (fires, water shortages, earthquakes, cyber-attacks, climate change, pandemics, etc.).						
4.3.1	Train 100% of employees in ICS (Incident Command System) by February 1 2026.		Cierra		Feb-26		

#	GOAL AREA/OBJECTIVES/ACTIONS	P	Who	Help	Due	Recurs	Note/Status
4.3.2	Update the District's Emergency Response Plan and Risk Assessment annually every October.		Mickey	Rebkah / safety consultant	Jun-26	annually	
4.3.3	Conduct monthly Safety Committee meetings to identify emerging threats and mitigation strategies; report findings quarterly.		Mickey		Jun-25	monthly	Done
4.3.4	Maintain and annually review Dam Emergency Action Plans for Magalia and Paradise Lake.		Mickey / Kevin	Bill/Rebekah		annually	Done for 2025
4.3.5	Coordinate two tabletop exercises annually with Town, CAL FIRE, and County OES; document outcomes and lessons learned.		Mickey / Kevin		Mar-26	annually	must complete Incident Command Training - In progress
4.3.6	Complete water storage/fire flow capacity model and fire need assessment by May 2026.		Blaine		Jan-27	annually	
4.3.7	Apply for at least one HMGP (Hazard Mitigation Grant Program) project annually through Cal OES or FEMA		Blaine / Kevin	Management	Jul-26	annually	
4.3.8	Update and test cyber security threat mitigation protocols semi-annually with IT consultants.		Mickey		Jan-26	monthly	Initiated with consultants
4.4	OBJECTIVE: The District cooperates with the Town of Paradise on the potential sewer project.						
4.4.1	Maintain active participation in Sewer Liaison and Ad Hoc Committees with the Town of Paradise; ensure monthly attendance.		Kevin		Jun-25	monthly	Done
4.4.2	Publish a detailed cost-benefit analysis of PID's share of the sewer project by January 2025.		Kevin / Blaine		Jan-26		n/a
4.4.3	Host two public forums annually to maintain community transparency and gather input.		Mickey	Sarah	Jan-26	twice annually	Rebrand public forum held 2nd half of 2025
4.4.4	Evaluate feasibility of recycled water use from sewer project by March 2026.		Blaine		Mar-26		
4.4.5	Include analysis of project exit strategy ("abandonment option") in all future planning documents related to the project.		Kevin		Oct-25		on track / ongoing
4.5	OBJECTIVE: The District has evaluated opportunities to collaborate on generating and selling power and brought any viable options to the Board for consideration.						
4.5.1	Identify and apply for at least two renewable energy grants by June 2026.		Blaine	Kevin	Jun-26		
4.5.2	Establish contact with at least three potential public/private partners for collaboration by February 2026.		Kevin		Feb-26		
4.5.3	Conduct feasibility study to integrate solar or hydroelectric projects into PID's long-term capital plan by Q1 FY2027.		Blaine	Jeff	Mar-26		
4.5.4	Evaluate PG&E infrastructure assets in PID's service area for acquisition or partnership potential by November 2025.		Kevin		Nov-25		on track / ongoing
5	GOAL: PUBLIC OUTREACH: Effective Service and Communication with the Public						
5.1	OBJECTIVE: The District takes explicit actions to understand the views and preferences of its customers as the community grows and changes over time to enhance the services they see as having value.						
5.1.1	Conduct an annual Customer Engagement Survey with at least 30% response rate.		Mickey		Apr-26	annually	initiated. Working through format.
5.1.2	Log and review all customer compliments monthly; share actionable insights at staff meetings.		Tracy	Mickey	Sep-25	monthly	Done
5.1.3	Establish a Customer Advisory Committee, meet quarterly, and deliver recommendations to the Board.		Mickey		Jan-26	quarterly	Initiated.
5.1.4	Acknowledge and respond to public comments at Board meetings within 30 days.		Sarah	Georgeanna	Aug-25		Done - Ongoing

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5.1.5	Maintain a speaker request log and respond to all requests within 10 business days.		Mickey		Aug-25		Done
5.2	OBJECTIVE: There is broad understanding and support for the District and its activities among both the public and key stakeholders.						
5.2.3	Implement quarterly outreach campaigns on District goals, services, and accomplishments.		Mickey	Management	Aug-25	quarterly	Done
5.2.4	Post weekly updates on social media platforms to inform and engage the public.		Mickey	Tonya	Aug-25	weekly	Done
5.2.5	Participate in job fairs and at least two local events annually to promote District services.		Rebekah		Jan-26	annually	Participated in Nov. 2025 Rotary Career Fair
5.2.6	Increase public awareness of Board meetings and participation opportunities by 10% over the previous year.		Mickey / Kevin		Jan-26	annual review	scheduled community outreach
5.2.7	Publish an annual transparency report with financial and operational data.		Mickey	Darleen	Jul-26	annually	
5.2.8	Advertise at least one Board or committee education session per year (e.g., conservation).		Mickey		Jul-26		
5.2.9	Maintain quarterly contact with at least five key community agencies.		Mickey / Kevin	all management	Aug-25	quarterly	Done
5.2.10	Host an annual bus tour or open house to showcase District facilities and services.		Tracy	Sarah / Kevin	Aug-26	annually	
5.2.11	Publish an annual State of the District report by Q2 each year.		Mickey	Kevin	Apr-26	annually	
5.3	OBJECTIVE: The public understands the services the District provides, where to learn more, and how to get their questions answered.						
5.3.1	Produce at least four educational videos per year explaining District services.		Mickey	management	Aug-26		
5.3.2	Apply for funding for a Water Education Facility and host six community events annually.		Kevin		Jun-26		
5.3.3	Ensure 100% of customer-facing staff receive annual training on communication and customer service topics.		Tracy	Mickey	Jan-26		Training as of Oct. 2025 / ongoing
5.3.4	Provide Zoom access and website links for all Board meetings with recordings posted within 72 hours.		Sarah		Oct-25	monthly	Done
5.3.5	Publish an annual educational publication that highlights District services and achievements.		Mickey	management	Aug-26	annually	
5.3.6	Update the District website quarterly with new content and easy-to-navigate features.		Sarah	Tonya	Oct-25	quarterly	Done / ongoing
5.3.7	Install and maintain a lobby monitor with real-time announcements and District information.		Tracy	Mickey	Mar-26		
5.3.8	Include Call Before You Dig (8-11) messaging in at least two outreach channels per year.		Jeff	Sarah	Oct-25		Done / ongoing
5.4	OBJECTIVE: The District provides prompt, responsive service to customer needs and requests.						
5.4.1	Conduct monthly process reviews to improve internal information flow and service delivery.		Mickey	Jeff / Tracy / Erica	Dec-25	monthly	updated 11/2025 -We are currently reviewing processes and speaking to a consultant.
5.4.2	Require annual training for all staff on customer service best practices.		Tracy	Mickey	Sep-25	annually	Complete for 2025
5.4.3	Set and meet response time targets (e.g., 48 hours for standard inquiries, 24 hours for emergencies).		Jeff	Tracy / Mickey	Jan-26		initiated
5.4.4	Implement automated service order progress updates.		Erica		Jun-26		
5.4.5	Conduct quarterly quality audits of customer service interactions and field visits.		Tracy	Mickey	Mar-26	quarterly	
5.4.6	Review and optimize the phone tree annually for improved call routing.		Tracy		Mar-26	annually	Change of management personnel / may be included in process analysis project

#	GOAL AREA/OBJECTIVES/ACTIONS	P	Who	Help	Due	Recurs	Note/Status
5.4.7	Increase after-service survey response rates by 20% using incentives.		Tracy	Mickey	Mar-26		Change of management personnel / may be included in process analysis project
5.4.8	Track average issue resolution times monthly and aim for 10% faster resolution annually.		Tracy	Mickey	Mar-26	monthly /annu	Change of management personnel / may be included in process analysis project

**STAFF REPORT  
FIELD OPERATIONS  
December 2025**

**TRANSMISSION & DISTRIBUTION**

**DAILY OPERATIONS**

- PID crews have been managing leaks, emergencies, and maintenance issues.
- 8 scheduled mainline and service line leaks were repaired this month.
- Plan B Call Center received 27 after-hours calls.
- Standby received 6 calls.
- 5 Emergency Calls / Infrastructure Damage Reports.

**SERVICE LINE REPLACEMENT / WATER REQUEST**

- One Service line was installed.

**CUSTOMER REIMBURSEMENT JOBS (by work order)**

- Zero cash jobs were completed.

**OVERVIEW**

- Continued efforts are being made with RCI and Water Works Engineering to keep the Meter Installation and Service Lateral Replacement (MISLR) Phase 3 Project running smoothly and efficiently.
- Daily coordination with West Valley Construction to ensure the efficiency of the Mains Project.
- Coordinating with the Town of Paradise on their Paving Project and Hydrant Replacement Project.
- Tank Recoating Project is continuing.
- Cross-country mains have been cleared of all vegetation, and identification markers have been installed.
- Congratulations to employees that have obtained various certifications.

**SUMMARY**

Congratulations Mike Johnson, Chris Hamby, and Kurtis Brey. They all spent a week in Sacramento taking a class where they passed their hands-on portion for their Backflow Prevention Assembly Tester Certification. However, the State of California has changed the testing process, and we are still unsure if they passed the written portion of the test. These certifications not only benefit the employees by expanding their knowledge, but also benefit the District.

## **DISTRIBUTION SYSTEM OPERATOR PROJECTS**

- Tank site maintenance, including vegetation management.
- Maintaining water quality on dead-end mains.
- Mains Flushed - 43
- 27 Fire Flow tests were completed.
- Continuing to assist and support the field crews as needed.
- Taking Bacti Tests as needed.
- Vault maintenance and repair.
- Creating reference points on valves and blow-offs for mapping and emergencies.
- Using our GPS to mark all newly installed valves and to find valves that have been paved over.
- Assisting with the Tank Recoating Project as needed.
- Preparing to start our annual flushing in early January.

## **METER SHOP**

- 19 Backflows were installed.
- 549 Backflow tests were completed.
- 897 USA tickets were completed.
- Continued efforts are being made to stay on top of backflow testing and USA tickets.
- Sorting through Zenner leaks and the non-reporting lists.

## **MAINTENANCE PROJECTS**

- Routine building maintenance.
- Continued efforts are being made to coordinate work schedules, RFP's, and bids with contractors regarding:
  - Certifying and repairing our aging fuel tanks that are currently leaking.
  - Fixing and improving the lighting in the parking lots of the Admin Building and the Corp Yard.
    - We are currently trying to find retrofit replacements to change lighting from outdated sodium lighting to efficient LED lighting.
- Daily general yard maintenance at Corp Yard, Rental buildings, and Admin Office.
- Continuing to assist and support the field crews and mechanic as needed.
- Corp Yard fence replacement RFP is complete. Board approval was received in December to enter into a contract with North Valley Fence. All remaining fencing around Tank Sites will be completed as the tank rehab project continues.
- Updating and replacing interior lighting for the Admin office.
  - This requires the complete removal of ballasts and rewiring fixtures to accommodate new LED lighting.
- Continuing the remodel of the storage room for the new office.

# 2025 Safety Training Program

This report outlines the comprehensive safety training program implemented throughout 2025, covering essential workplace safety topics and regulatory compliance requirements. The training program was designed to ensure employee safety, reduce workplace incidents, and maintain compliance with applicable safety standards. Paradise Irrigation District is committed to building a strong safety culture. This list does not include regulatory compliance inspections on PID assets.

## **Training Programs Completed**

### **DISC Group Trainings**

- 5 Behaviors of a Cohesive Team
- De-Escalation in the workplace
- Provider: Clint Camac

### **Defensive Driving**

- Provider: AWCA JPIA #1

### **Injury & Illness Prevention Program**

- Provider: Kilburg Safety

### **Hazard Communication**

- Provider: Kilburg Safety

### **Heat Illness Prevention**

- Provider: Kilburg Safety

### **Workplace Violence Prevention**

- Provider: Kilburg Safety

### **Lockout/Tagout**

- Provider: Kilburg Safety

### **Emergency Action Plan and Evacuation Drill**

- Provider: Kilburg Safety

### **Fire Extinguisher Use**

- Provider: Hayden Fire Protection

### **Field Ergonomics**

- Provider: Kilburg Safety

### **Excavation Competent Person**

- Provider: Western Safety Institute

### **Confined Space Operations**

- Provider: ACWA-JPIA #2

### **Asbestos Cement Pipe Competent Person**

- Provider: Kilburg Safety

## **Equipment Certification Training**

- Forklift Certification
- Aerial Boom Lift Certification
- Excavator Training

## **Health and Safety**

- Respiratory Protection Training
- Confined Space Hands-On Training
- Respirator Medical Clearances and Fit Testing
- Hearing Conservation Training
- CPR and First Aid Training

STAFF REPORT  
WATER TREATMENT PLANT  
December 2025

WATER TREATMENT

- Production at the District’s treatment plant for the month of December varied between 1.1 and 2.3 mgd, with the average day being 1.8 mgd.
  - Compared to:

	<u>pre-fire Dec. 2017</u>	<u>Dec. 2022</u>	<u>Dec. 2023</u>	<u>Dec. 2024</u>
Low	2.1	2.1	2.0	2.1
High	3.6	3.4	3.8	3.3
Avg.	3.1	2.8	2.7	2.6

- Completed required monthly & quarterly reporting to Department of Drinking Water and Regional Water Control Board.

TREATMENT PLANT

- Both EQ-Tanks are now online in sequence.
- Clint and the team worked on adding filter media to the clarifiers and filters, the Distribution team was able to lend us some utility guys for this project, the teamwork between the Treatment and Distribution teams is great and very appreciated!
- Cal-Fire visited the plant for a tour to have a better understanding of the facilities.
- Following the goat grazing, Clint and the team came behind and cleaned up and cleared the remaining brush, the WTP sites are looking great!

NPDES PROCESS WATER (used water from cleaning filters that is sent to settling ponds)

- Per our 2025 NPDES permit, we are now sampling Chronic Toxicity of our pond water quarterly. With this we take samples of the pond water and the lab introduces 3 species (Fathead Minnow Larvae, Ceriodaphnia water flea, and Selenastrum algae) to the samples. For the 4<sup>th</sup> quarter samples the algae did not pass, while the minnow and water flea did. We are in the resample process and have had 2 resamples. We are working with our consultants at Larry Walker Associates (LWA) and the Water Board on ensuring the proper steps and documentation are being taken. For this permit, prior to this sample set, one of LWA’s tasks is to provide a mixing zone/dilution analysis for a chronic mixing zone to justify a lower IWC



(Instream waste concentration) which is currently at 100%. With this analysis we can work to see if obtaining a lower concentration is possible.

### **MAGALIA/PARADISE DAMS**

- Monthly monitoring of piezometers at Magalia and Paradise dams was performed.
- Due to the persistent rainfall, the Magalia Reservoir release has been open at 100% to mitigate and prepare for the large amount of water that was expected, even with the pre-release the level of Magalia reservoir had surpassed the level of 2200' required, fortunately the reservoir did not spill and we are working to bring the level below the 2200'. We continually monitor the dams, and the piezometers for Magalia are being read weekly and Paradise piezometers are being read bi-weekly due to the high levels.
- Surveyors visited both dams to monitor the monuments for this year.

### **WATER QUALITY – DISTRIBUTION SYSTEM**

- Routine Sampling – 4 Bacteriological samples are taken each week at locations throughout the Distribution system. They are analyzed for Total Coliforms, Fecal Coliform & E. Coli. These samples verify the potability of the water in the system.

### **December 2025, WATER QUALITY**

- Average daily production: 1.8 mgd
- Average effluent turbidity: 0.04 ntu
- Average raw water turbidity: 2.67 ntu

### **Water Levels (as of 12/31/2025)**

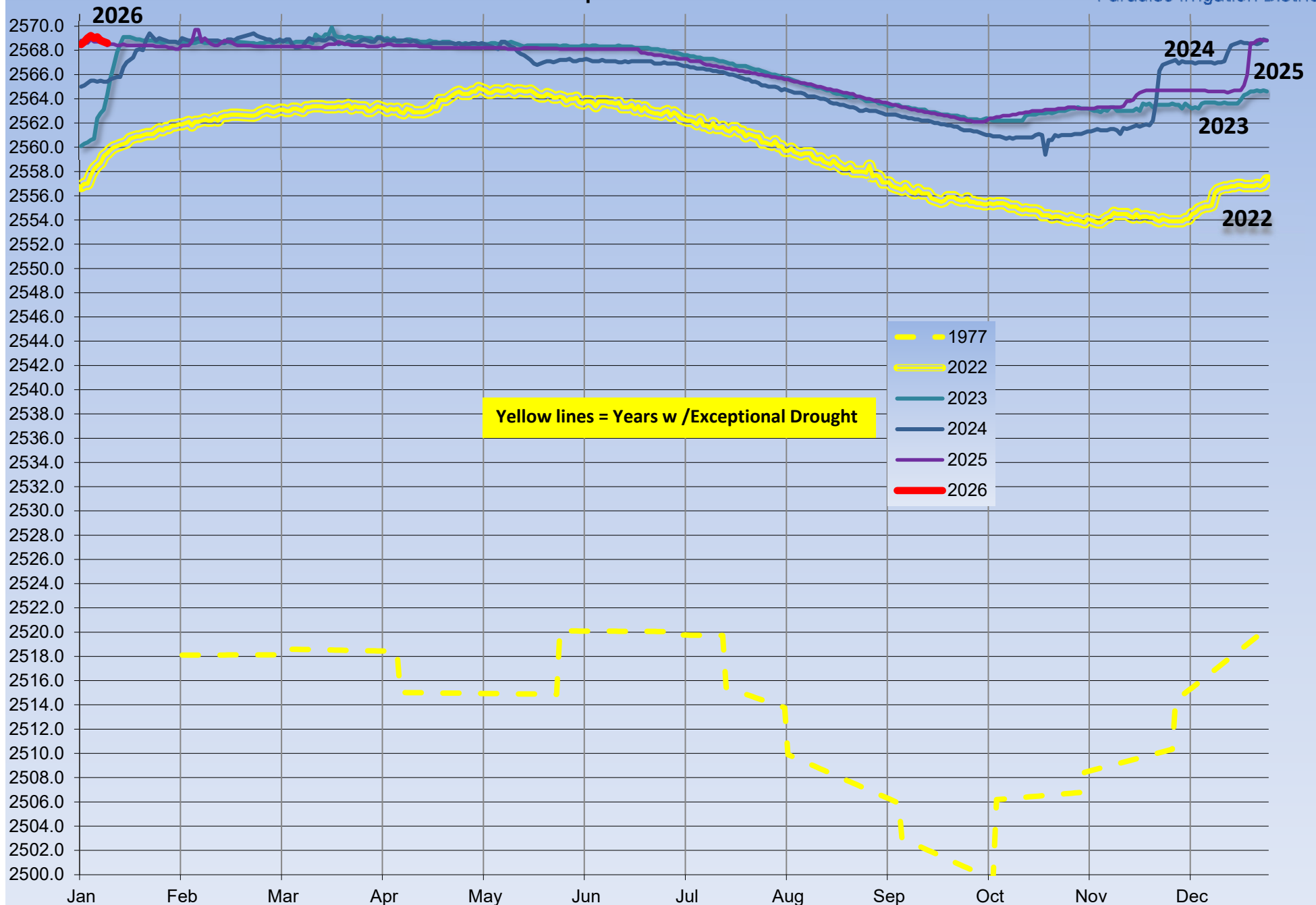
- Magalia Reservoir 2193.3'
- Paradise Lake +0.3'                      +0.9' same day in 2025
- Percentage of Water in Storage 100% of Total Available
- Rainfall for 2025/2026 rainfall year:

▪ October	<b>Magalia Res.</b> 4.14"	<b>Paradise Lake</b> 4.09"
▪ November	9.36"	10.81"
▪ December	20.42"	23.99"
▪ January		
▪ February		
▪ March		
▪ April		
▪ May		

- June
- July
- August
- September

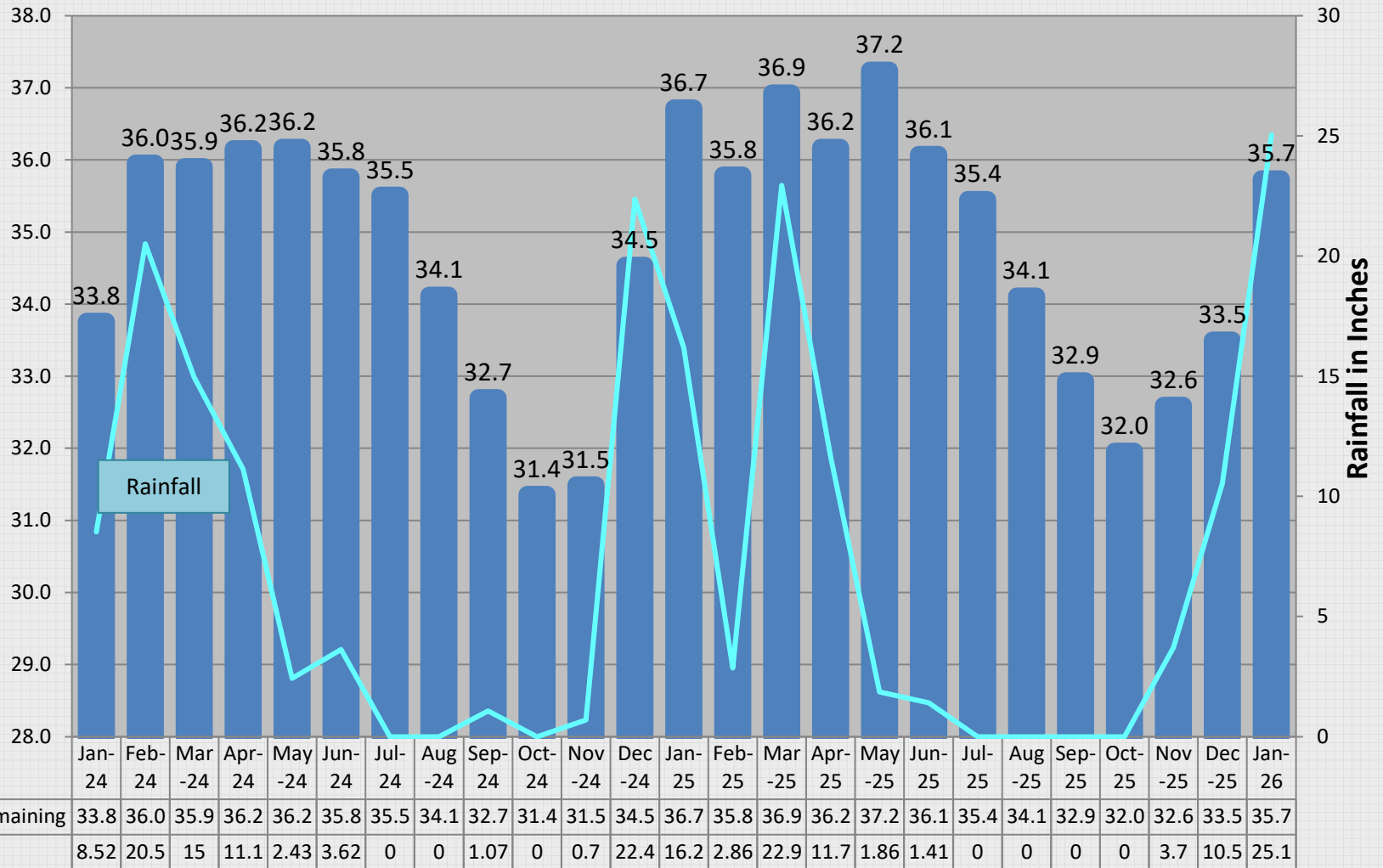
Total for 2025/2026 Rain Year	33.92"	38.89"
Average Rainfall	67.28"	70.06"

Paradise Lake Elevation  
01/09/2026  
Spill = 2568.1



# Months of Supply Remaining on the First of the Month with No Future Rain Based on Avg. 2023-2025 Use

Full Reservoir Supply is 36.5 Months of Supply Remaining.



January 13, 2026

District Engineering Department Update for the Board of Directors

1. Working with customers and providing estimates to provide new water meter services to multiple locations throughout town.
2. Coordinating with Water Works Engineers on the Mains Replacement Project Phases 1 and 2, Henson Road Culvert Repair, and the Equalizer Tanks.
3. The Equalizer Tank construction project has progressed nicely. The project is nearly complete, with only some final finish and electrical work remaining.
4. Working with Slate Geotechnical Consultants for Magalia Dam 100% design. 60% of the design was submitted to the Division of Safety of Dams (DSOD) in December 2024, and we just received their comments in January 2026. These comments will now go through review by the District and Slate.
5. Monthly water reporting is continuously being completed.
6. Coordinating with the Town of Paradise as they work on the 2025-26 road paving.
7. The Mains Project is progressing nicely, and West Valley has begun the additional Clark Road section, completing this work at night with a full road closure from Wagstaff to Skyway.
8. The Town of Paradise has begun its Hydrant Replacement Project, which will require assistance from PID staff for customer notifications and shutdowns.
9. The Tank Rehab project is progressing, with E tank being the first in line. Most of the blasting should be finished and the primer layer installed before the board meeting. This tank is currently offline, and the contractor will move to D-tank once this tank is done.

## Water Supply Recovery Program Update

### Mains Replacement Project Phase 1 – Clark A7 and Skyway A9



- West Valley has completed the original contract scope.
- Night work on Clark Road is underway. Most of the main alignment has been installed.
- Ongoing work will include hydrants, blow offs, services, testing, and paving restoration.
- Work on Skyway is expected to begin in March
- The Clark and Skyway segments will require close continuing coordination with the Town of Paradise, who have already been engaged in this effort.
- The addition of Clark A7 and Skyway A9 will extend the contract duration into the Summer 2026 timeframe.





# Water Supply Recovery Program Update

## EQ Tank Project (*not a Disaster Recovery Project*)

- Recent work has included final electrical, SCADA integration, paving and restoration of the project site.
- All physical work has been completed.
- Remaining items include O&M manual approval, final inspection, and closeout documentation.
- Closeout of these remaining items will proceed over the coming weeks.
- As built development will proceed once the construction contract has been closed out.





# Water Supply Recovery Program Update

## Recovery Program Management Budget

- Billing on this Recovery Program Management contract will drop off significantly in 2026.
  - Remaining work on this contract includes but is not limited to: closeout documentation for all recovery construction projects completed under this project, completion of GIS updates from inspection records and transfer of this data to Nobel for incorporation, support for DRE processes for reimbursement, and similar Recovery Project closeout support.
- The ongoing Mains work being completed on Skyway will be billed as a combination of FEMA funded work and PID funded work, under separate contract vehicles.
- Overall, WWE remains within anticipated budget for the contract outlook.
- We will continue to track the budget carefully, ensuring we have remaining budget to close out project work and update PID records appropriately for future use.



# Briefing Summary

Paradise Irrigation District (PID) Board Meeting

Date: January 14, 2026

Presenter: Sean Smith, President, Disaster Recovery Experts

1. PW 333 – Lateral Project (Improved Project)  
Approved by Cal OES within two days; now under FEMA EHP review.  
Preserves PID's approved funding while environmental review proceeds.
2. Time Extensions  
Cal OES supported all PID requests. Now awaiting FEMA response
3. PW 349 – Mains Project (Additional Scope)  
Additional scope and cost request for Water Assurance Monitoring (\$230K) submitted 11/13/2025—awaiting Cal OES/FEMA concurrence.
4. Reimbursements to Date  
Reimbursements received to date total \$23.3M and additional \$1.5M for grant Admin, which includes \$4M processed 12/08/2025.
5. New Reimbursement Requests  
New requests in preparations for at least \$36M. Funding releases may take two months or more.
6. Category Z (Admin Costs)  
Under review for submittal and reimbursement to capture all eligible management and administrative expenses.
7. Project Closeouts  
Closeout of all projects, except two active ones, to be processed within next few weeks.
8. HMGP – Magalia Dam Study  
On hold pending DSOD review of 60% design document; deadline approaching.
9. HMGP – Zone A Pipeline and Pump Station  
Final documentation and closeout to be submitted to Cal OES within next few weeks.

Overall: PID's recovery portfolio remains on track—advancing EHP approvals, time extensions, reimbursements, and closeouts to secure remaining federal and state funds.



# Paradise Irrigation District

6332 Clark Rd, Paradise, CA 95969 · 530-877-4971 · Fax: 530-876-0483 · [www.pidwater.com](http://www.pidwater.com)

**TO: Board of Directors**  
**FROM: Blaine Allen, District Engineer**  
**DATE: January 13, 2026**  
**RE: Urban Water Management Plan Update 2025  
1/21/26 Board of Directors Meeting**

The Department of Water Resources requires the District to submit an updated Urban Water Management Plan by July 1, 2026. The 2020 UWMP must be revised to reflect the changes required for 2025, and updated water projections for the future. To accomplish this, staff issued an RFP for a consultant to complete the update. Three proposals were submitted on time, with West and Associates submitting the lowest bid at a not-to-exceed amount of \$35,220. Staff interviewed the two lowest bidders and determined that West and Associates would be able to complete the project on schedule and within budget. They have vast experience with these types of plans and demonstrated a clear plan of action to complete the project.

If the Board would like to enter into a contract for this service, the recommended form of motion for consideration is:

*"I move to authorize the District Manager to enter into a contract with West and Associates Engineering, Inc. for a not-to-exceed amount of \$35,220.00 to update the Urban Water Management Plan to 2025 requirements."*

## AGREEMENT

THIS AGREEMENT is made and entered into this [INSERT DAY] day of [INSERT MONTH AND YEAR], the effective date, by and between Paradise Irrigation District, an irrigation district formed and existing under Division 11 of the California Water Code (“District”), and West and Associates Engineering Inc. (“Consultant”). District and Consultant are collectively referred to as “parties” or either individually as “party”.

### RECITALS

WHEREAS, on November 13, 2025, District issued a Request for Proposals for qualified consultants to update the District’s 2025 Urban Water Management Plan to meet all State requirements and procedures as outlined in Section 10610, *et seq.*, of the California Water Code and the Department of Water Resources 2025 Urban Water Management Plan Guidebook for Water Suppliers.

WHEREAS, District desires to enter into a contract with a firm to provide consultant services to update District’s Urban Water Management Plant;

WHEREAS, the aforementioned work to be performed by Consultant is further described in the Scope of Work attached hereto as Exhibit A and incorporated herein by this reference and is collectively referred to as the “Project”.

WHEREAS, Consultant represents and warrants that it possesses the professional qualifications and expertise required by District and desires to undertake the Project on behalf of District pursuant to the terms and conditions set forth herein.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby stipulated, the parties agree as follows:

1.     SCOPE OF WORK. Consultant shall be responsible for timely and satisfactory completion of the work on the Project in accordance with the terms of this Agreement and Exhibit A.

2.     SCHEDULE. The Project will be completed upon a mutually agreed schedule after execution of this Agreement and Consultant’s receipt of a written Notice to Proceed from District. The parties agree to establish this schedule within five (5) days of receipt of written notice to proceed. Failure to do so may result in termination of the Agreement without cost to District. Time is of the essence.

3.     DISTRICT RESPONSIBILITIES. District’s duties and rights in connection with this Project are as follows:

a.     District shall make staff available to Consultant for purposes of conference discussion, reviewing submissions from Consultant, providing background or other available factual information and/or suggestions relating to the work in a manner such that Consultant

may meet the Project completion schedule.

b. District shall provide access to all District facilities upon request by Consultant at a time and in the manner mutually agreed upon as required to accommodate the work of Consultant.

c. District shall tender payment in accordance with the provisions of Section 7, below.

4. CONSULTANT RESPONSIBILITIES. Consultant's duties and rights in connection with this Project are as follows:

a. Consultant shall be solely responsible for satisfactorily completing the Project, including those tasks described in Exhibit "A". Consultant shall supervise and direct the work and give all attention for such proper supervision and direction;

b. Consultant shall provide and pay for all labor, materials, equipment (including tools, construction equipment and machinery), utilities, transportation, and all other facilities and services necessary for the completion of the work on the Project. Consultant shall be solely responsible to District for the performance of Consultant and any of its employees, agents, subcontractors, subconsultants or suppliers that provide any Services under this Agreement;

c. If this Agreement or any of the Exhibits hereto are ambiguous or at variance with each other, Consultant shall notify District promptly upon discovery of any such ambiguity or variance. District may reply in writing resolving the ambiguity or variance and Consultant agrees to comply with District's written interpretation. No claims or demands of Consultant for extra compensation as a result of changes in the work shall be authorized unless done in conformance with Section 10 below.

d. Consultant covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed under this Agreement.

e. All work performed by Consultant for District pursuant to this Agreement shall be performed by qualified persons and shall be performed with the skill and care that a reasonably qualified and licensed professional in the field for which Consultant's services are retained would have used in similar circumstances.

f. Consultant shall be entitled to rely upon the accuracy of data and information provided by the authorized staff of District in writing; provided such reliance is consistent with the professional standard of care.

g. Consultant agrees that it will conduct its work on the Project and perform its services in compliance with all applicable Federal, State, and local laws, regulations and ordinances.

5. WORK PRODUCT. District, or its designee, shall at all times have access to the work product of Consultant. Upon completion or termination of the Project, all drawings, documents, files, and notes both in written and electronic format, shall become the property of District, including without limitation all renderings, slides, sketches, plans, specifications, drafts, records, documents, and other correspondence generated for or relied upon in connection with the Project.

6. DESIGNATED REPRESENTATIVES. The Project shall be under direct control of [INSERT NAME], to whom all questions may be directed. District's representative will be its District Manager, Kevin Phillips, or his designee, who will facilitate communication between district's staff and Consultant.

7. COMPENSATION.

a. Payment: Consultant shall bill District on a monthly basis for any services rendered by Consultant on the work to be performed in Exhibit A during the preceding month, pursuant to the rates set forth in Exhibit B. Consultant will be paid on a time and materials basis in an amount "not to exceed" \$35,220.00. No work in addition to the work described in this Agreement, including Exhibits, shall be performed by Consultant without prior written authorization by District as provided for in Section 10, below. In no event shall the amount of this Agreement exceed \$35,220.00.

b. Time of Payment: District shall make payment to Consultant within thirty (30) days from the date of receipt of Consultant's invoice for undisputed amounts. Claims for payment of disputed amounts shall be handled in accordance with Section 21. Consultant shall continue with work on the Project notwithstanding disputes as to payment. Acceptance of the Project, or some portion thereof, or payment to Consultant by District does not in any manner relieve Consultant of its obligations under this Agreement.

8. TERM AND TIME FOR COMPLETION. Consultant shall provide the services for the Project commencing upon the effective date, first written above. Consultant shall complete the Project by July 1, 2026, at which time the agreement will terminate unless sooner terminated in accordance with Paragraph 13, Termination, below. Consultant will begin work upon receipt of written Notice to Proceed and will work diligently and continuously until completed in accordance with the terms of this Agreement. Any extension of the term of this Agreement must be done by written amendment.

9. DEFECTIVE WORK. District shall not be responsible for discovering deficiencies in the technical accuracy of Consultant's work; however, should District's Manager have actual knowledge of such a deficiency, District shall promptly notify Consultant in writing. Consultant shall correct any such deficiencies in technical accuracy without additional compensation except to the extent such corrective action is attributable to deficiencies in District-furnished information.

10. EXTRA WORK.

a. Although work on the Project is intended and expected to adhere to the Scope of Work, District reserves the right at any time during the term of this Agreement to

order Consultant to perform extra work or to make changes altering, adding, or deducting from the Project. Changes shall not be binding upon either District or Consultant unless made in compliance with this Section.

b. Changes may originate from District or Consultant. District will transmit a written request for a proposal covering the requested change, setting forth the work in detail. Upon receipt of such request, Consultant shall promptly submit in writing to District a proposal offering to perform such change, a request for any required extension of time caused by such change, and an itemized statement of the cost or credit for the proposed change. Failure of Consultant to include a request for an extension of time in the proposal shall constitute conclusive evidence that such extra work or revisions will entail no delay and that no extension will be required.

c. If Consultant's proposal is accepted and authorized by District, a written Change Order will be issued by District stating the extra work or change authorized and granting any required adjustments in contract price and time for completion.

d. If an agreement is not reached, District may order Consultant, by written Change Order, to perform such extra work or to make changes on a time and materials basis. Such Change Order shall specify the estimated amount of payment to be made and the time extension allowed for such work or changes. Consultant shall perform such work and shall furnish District with itemized bills only for the actual time spent and materials utilized.

e. The performance of extra work or changes pursuant to any Change Order shall be in accordance with this Agreement. No extra work shall be performed and no change shall be made unless pursuant to such written Change Order and no claim for addition to the contract price shall be valid unless so ordered.

11. INDEMNIFICATION. Consultant agrees to indemnify, defend, and hold harmless District, its officers, agents, employees, and volunteers from and against any and all claims, demands, actions, losses, damages, injuries, and liability, direct or indirect (including any and all costs and expenses in connection therein) (collectively "Claims") to the extent arising out of, pertaining to, or relating to the negligence, recklessness, or willful misconduct of Consultant. Consultant's indemnity obligation shall extend to Claims occurring after completion of the Project, as well as during the Project's progress. Consultant's indemnity obligation shall extend to Claims by its employees or the employees of its subconsultant, and to Claims arising from or relating to the bodily injury or death of those employees.

Neither the termination of this Agreement nor the completion or end of the Project shall release Consultant from its obligations to indemnify as set forth above. Consultant's obligation to indemnify and its obligation to maintain liability and other insurance are separate and distinct. Consultant's obligation to indemnify is not restricted to insurance proceeds, if any, received by District or its directors, officers, employees, or authorized representatives.

12. INSURANCE. Consultant agrees to provide insurance coverage as set forth in Exhibit C.

13. TERMINATION. District may terminate this Agreement with Consultant at any time without cause. District shall so notify Consultant in writing. Upon written notification, this Agreement shall be terminated and Consultant shall immediately stop Consultant's work on the Project, follow all District instructions, and mitigate all costs and damages. Provided Consultant is not in material breach, District shall be responsible for all costs incurred by Consultant up to the date of termination without cause.

In the event that District fails to pay the undisputed portion of an invoice within thirty (30) days as required by Section 21, below. Consultant may terminate or suspend work under this Agreement. Consultant shall be entitled to payment on the same basis as set forth in Section 7, above.

14. ENTIRE AGREEMENT. The schedules and exhibits identified in this Agreement are incorporated herein by reference and made a part hereof. This Agreement, including Exhibits A, B, and C constitutes the entire Agreement between the parties relative to the services specified herein, and no modifications hereof shall be effective unless and until such modification is evidenced by a writing signed by both parties to this Agreement. There are no understandings, agreements, conditions, representations, warranties, or promises with respect to the subject matter of this Agreement except those contained in or referred to in this Agreement. This Agreement may be amended or modified only by a written instrument signed by authorized representatives from both parties.

15. INDEPENDENT CONTRACTOR. It is expressly understood and agreed by the parties that Consultant's relationship to District is that of an independent contractor. All persons hired by Consultant and performing the work shall be Consultant's employees or agents. Consultant or any agent or employee of Consultant shall be deemed at all times to be an independent contractor and is wholly responsible for the manner in which it performs the services and work requested by District under this Agreement. Consultant or any agent or employee of Consultant is liable for the acts and omissions of itself, its employees, and its agents. Nothing in this Agreement shall be construed as creating an employment or agency relationship between District and Consultant or any agent or employee of Consultant.

Any terms in this Agreement referring to direction from District shall be construed as providing for direction as to policy and the result of Consultant's work only, and not as to the means by which such a result is obtained. District does not retain the right to control the means or the method by which Consultant performs services or work under this Agreement. District assumes no obligation to pay Consultant's agents, employees, or subcontractors for materials, equipment, labor, or services supplied or provided in connection with this Agreement.

16. SUCCESSORS AND ASSIGNMENT. This Agreement shall be binding on the heirs, successors, executors, administrators, and assigns of the parties; and each party agrees that it will not assign, transfer, convey, or otherwise dispose of this Agreement or any part thereof, or its rights, title, or interest therein, or its power to execute the same without the prior written consent of the other party, which shall not be unreasonable, delayed or conditioned.



17. REMEDIES NOT EXCLUSIVE. The use by either party of any remedy specified herein for the enforcement of this Agreement is not exclusive and shall not deprive the party using such remedy of, or limit the application of any other remedy provided by law.

18. NOTICES. All notices, statements, reports, approvals, or requests or other communications that are required either expressly or by implication to be given by either party to the other under this Agreement shall be in writing and signed for each party by such officers as each may, from time to time, authorize in writing to so act. All such notices shall be deemed to have been received on the date of delivery if delivered personally, or three (3) days after mailing if enclosed in a properly addressed and stamped envelope and deposited in the U.S. post office for delivery. Unless and until formally notified otherwise, all notices shall be addressed to the parties at their addresses shown below:

DISTRICT:

Paradise Irrigation District  
Attention: Kevin Phillips  
6332 Clark Road  
Paradise, CA 95969

CONSULTANT:

West and Associate Engineering Inc.  
78 Anacapa Court  
Foothill Ranch, CA 92610

19. SUBCONSULTANTS. Except for the subconsultants listed in Exhibit A, no other subcontract shall be awarded or other outside consultant engaged by Consultant unless prior written approval is obtained from District, which may be withheld for any reason, in District's sole discretion. Payment to Consultant as provided in Exhibit B includes full payment for services to sub-consultants.

20. INTERPRETATION. Unless the context otherwise clearly requires, the terms in the body of this Agreement shall prevail over any inconsistent terms that may be found in the exhibits hereto. The parties have had a full and fair opportunity to negotiate and review the terms of this agreement with their respective legal counsel and, as a result, the normal rule of interpreting ambiguities against the drafting party shall not apply.

21. DISPUTE RESOLUTION; JURISDICTION AND VENUE. In the event of a dispute regarding interpretation or implementation of this Agreement, including without limitation disputes concerning payment, a District representative and a Consultant representative shall endeavor to resolve the dispute by meeting in person within 30 (thirty) days after the request of either party. If the dispute remains unresolved and unless the parties otherwise agree, the dispute may be resolved by litigation and any party may at its option pursue any available legal remedy. This Agreement shall be governed by and construed under the laws of the State of California. Jurisdiction and venue for any action brought to enforce or interpret the terms of this Agreement shall be in the Superior Court of the State of California in and for the County of Butte.

22. FORCE MAJEURE. Neither party shall be deemed in default of this Agreement, or

any order hereunder, to the extent that any delay or failure in the performance of its obligations (other than the payment of money) results, without its fault or negligence, from any cause beyond its reasonable control, such as acts of God, acts of civil or military authority, embargoes, epidemics, war, riots, insurrections, fires, explosions, earthquakes, floods, adverse weather conditions, strikes, or lockouts, and changes in laws, statutes, regulations or ordinances.

23. NO THIRD PARTY BENEFICIARIES. It is expressly intended and agreed that no third party beneficiaries are created by this Agreement, and that the rights and remedies provided herein will inure only to the benefit of the parties to this Agreement.

WHEREOF, the parties execute this Agreement on the day and year first herein written above.

CONSULTANT:

\_\_\_\_\_  
Principal-in-Charge

ATTEST:

\_\_\_\_\_  
Printed Name and Title

TAXPAYER ID: \_\_\_\_\_

Business Type: Corporation ☐ Yes ☐ No

Other \_\_\_\_\_

*(Complete W-9 enclosed)*

DISTRICT:

\_\_\_\_\_  
District Manager

ATTEST:

\_\_\_\_\_  
District Secretary

Attachments:

Exhibit A - Scope of Work

Exhibit B - Consultant's (2025) Schedule of Fees

Exhibit C - Insurance Requirement

# EXHIBIT A

## SCOPE OF WORK

The District is seeking a consultant to update the UWMP for the Paradise Irrigation District which supplies water to the people of the Town of Paradise. The 2025 UWMP update will include the tasks below, plus any other proposed changes, additions, or recommendations the consultant deems necessary to attain the DWR's status of a complete UWMP.

### Consultant Responsibilities:

- Prepare and deliver a complete 2025 UWMP, verify that all requirements of the Urban Water Management Planning Act have been met, and ensure that the plan addresses the requirements of the DWR's Guidebook for urban retail water suppliers.
- Review the District's 2020 UWMP and any other relevant reports. Documents are made available at the following website:  
<https://pidwater.com/DocumentCenter/View/468/PID-Amended-2020-Urban-Water-Management-Plan-September-2023-PDF>  
<https://pidwater.com/documentcenter/view/465>
- Attend all necessary meetings with representatives from the District to collect data needed to prepare the 2025 UWMP.
- Ensure the final plan complies with all relevant legal requirements.
- Review all necessary tables, forms, and displays per DWR requirements per online portals or other submittals that are prepared by District staff.
- Assist with coordination and outreach requirements to community stakeholders.
- Attend necessary District Board meetings to present the final plans to the Board of Directors for the adoption of the plan. Consultant will be the lead presenter at the meetings and be responsible for developing the presentations.
- Provide electronic draft of 2025 UWMP for District review and comments.
- Provide hard copies of the final 2025 UWMP plus electronic copies in Word and pdf (These include copies to be submitted to required entities per California Water Code).
- Review existing conservation programs.
- Identify new conservation opportunities.
- Ensure consistency with current and future regulations, including, but not limited to, Making Conservation a California Way of Life.
- Coordinate outreach requirements to community stakeholders to include all required notice requirements.

Paradise Irrigation District Responsibilities:

- Provide data/information necessary for the consultant to meet the State requirements.
- Collect data and research information to help Consultant develop water demand projections.
- Provide a map of the District's service area.
- Assist Consultant to submit all necessary tables, forms, and displays per DWR requirements per online portals or other submittals.
- Schedule, set-up, and provide required public notices for the Board of Director's meetings.
- Coordinate plan adoption prior to July 1, 2026, and plan submittal to all appropriate State, local agencies and stakeholders.

# Exhibit B SECTION G: COST PROPOSAL Fee Schedule

## Detailed Fee Estimate

Task No.	ITEM	PM	ENGR	QA/QC	SEC	TOTAL	
		\$220	\$175	\$190	\$75	HRS.	\$
NON-OPTIONAL WORK LISTED IN PROPOSED SCOPE							
Pt. 1 - PROJECT MANAGEMENT & MEETINGS							
1	Kickoff Meeting Including Agenda & Minutes	2	2	1	2	7	\$1,130
2	Coordination & Support for 60-day Notice	1	2			3	\$570
3	Coordination & Support for the 2-week Notice and 1-week Notice	1	2			3	\$570
4	Progress Meetings (2)	2	2		2	6	\$940
Subtotal		6	8	1	4	19	\$3,210
Pt. 2 - DATA COLLECTION & REVIEW							
1	Data Collection and Review	2	6			8	\$1,490
2	Technical Analysis (Population, Supply/Demand, Water Quality, etc.)	6	16	4		26	\$4,880
Subtotal		8	22	4	0	34	\$6,370
Pt. 3 - OUTREACH & COORDINATION WITH OTHER AGENCIES & STAKEHOLDERS							
1	Coordination with Local Agencies Including Butte County & Town of Paradise	2	4			6	\$1,140
2	Coordination with Department of Water Resources	2	4			6	\$1,140
Subtotal		4	8	0	0	12	\$2,280
Pt. 4 - UWMP PREPARATION & SUBMITTAL							
1	Prepare & Submit Draft UWMP	12	36	8	3	59	\$10,685
2	Prepare & Submit Final UWMP	6	18	4	2	30	\$5,380
3	Finalize Record (Adopted) UWMP (Board Adoption) & Submit to DWR	2	6	2		10	\$1,870
4	Assist with Final Record (Adopted) UWMP Distribution to County, State Library, etc.	2	2		2	6	\$940
Subtotal		22	62	14	7	105	\$18,875
Pt. 5 - PRESENTATIONS							
1	Preparation of PowerPoint Presentation (Slides for Board)	2	2			4	\$790
2	Board Meeting / Public Hearing (Help With Presentation)	2	2		2	6	\$940
Subtotal		4	4	0	2	10	\$1,730
Direct Costs (printing, reproduction, shipping, mileage, etc.)						N/A	\$535
TOTAL NON-OPTIONAL WORK		44	104	19	13	180	\$33,000

**Non-Optional Work: \$33,000**

<b>OPTIONAL/AS-NEEDED WORK</b>							
1	Revisions to the UWMP Following DWR Review	2	8	2		12	\$2,220
<b>Subtotal</b>		<b>2</b>	<b>8</b>	<b>2</b>		<b>12</b>	<b>\$2,220</b>

**Optional Work: \$2,220**

## SECTION G: COST PROPOSAL

### HOURLY RATE CHART AND EXPENSE REIMBURSEMENT SCHEDULE (FOR UWMPs)

#### Key Positions

Position	Hourly Rates
Project Manager	\$220
Engineer	\$175
Quality Assurance/Control	\$190
Secretary	\$75

#### Reimbursable In-House Costs

Vehicle mileage, between engineer's office and project site and/or client offices	\$ 0.7/mile
Reproduction, printing, and any other services performed by subcontractor	cost + 15%
Postage Delivery Service, Express Mail	cost + 15%

**NOTE: All rates are effective until the end of this contract.**

# EXHIBIT C

## Insurance Requirements

Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the Consultant, his agents, representatives, employees, or subcontractors.

### MINIMUM SCOPE AND LIMIT OF INSURANCE

Coverage shall be at least as broad as:

1. **Commercial General Liability (CGL):** Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury, and personal & advertising injury with limits no less than

**\$2,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit.

2. **Automobile Liability:** ISO Form Number CA 00 01 covering any auto (Code 1), or if Consultant has no owned autos, hired, (Code 8) and non-owned autos (Code 9), with limit no less than **\$1,000,000** per accident for bodily injury and property damage.

3. **Workers' Compensation:** as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than **\$1,000,000** per accident for bodily injury or disease.

4. **Professional Liability (Errors and Omissions):** Insurance appropriate to the Consultant's profession, with limit no less than **\$2,000,000** per occurrence or claim,

**\$2,000,000** aggregate.

If the Consultant maintains broader coverage and/or higher limits than the minimums shown above, the District requires and shall be entitled to the broader coverage and/or the higher limits maintained by the consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the District.

### Other Insurance Provisions

The insurance policies are to contain, or be endorsed to contain, the following provisions:

#### *Additional Insured Status*

The District, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or

operations performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Consultant's insurance (at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of **both** CG 20 10, CG 20 26, CG 20 33, or CG 20 38; **and** CG 20 37 if a later edition is used).

### ***Primary Coverage***

For any claims related to this contract, the Consultant's insurance coverage shall be primary coverage at least as broad as ISO CG 20 01 04 13 as respects the District, its officers, officials, employees, and volunteers. Any insurance or self-assurance maintained by the District, its officers, officials, employees, or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

### **Notice of Cancellation**

Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the District.

### **Waiver of Subrogation**

Consultant hereby grants to District a waiver of any right to subrogation which any insurer of said Consultant may acquire against the District by virtue of the payment of any loss under such insurance. Consultant agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the District has received a waiver of subrogation endorsement from the insurer.

### **Self-Insured Retentions**

Self-insured retentions must be declared to and approved by the District. The District may require the Consultant to purchase coverage with a lower retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or District.

### **Acceptability of Insurers**

Insurance is to be placed with insurers authorized to conduct business in the state with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the District.

*Claims Made Policies (note - should be applicable only to professional liability, see below)*

If the Professional Liability (Errors and Omissions) policy provides claims-made coverage:

1. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.



2. Insurance must be maintained, and evidence of insurance must be provided *for at least five (5) years after completion of the contract of work.*
3. If coverage is canceled or non-renewed, and not replaced *with another claims-made policy form with a Retroactive Date prior to* the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of *five (5) years after completion of work.*

### Verification of Coverage

Consultant shall furnish the District with original Certificates of Insurance including all required amendatory endorsements (or copies of the applicable policy language effecting coverage required by this clause) and a copy of the Declarations and Endorsement Page of the CGL policy listing all policy endorsements to District before work begins. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. The District reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

### Special Risks or Circumstances

District reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

If any of the required coverages expire during the term of this agreement, the Consultant shall deliver the renewal certificate(s) including the general liability additional insured endorsement to the Paradise Irrigation District at least ten (10) days prior to the expiration date.

Signature of Consultant's Authorized Official:

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Name and Title of Consultant's Authorized Official:

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Date: 

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# Paradise Irrigation District

6332 Clark Rd, Paradise, CA 95969 · 530-877-4971 · Fax: 530-876-0483 · [www.pidwater.com](http://www.pidwater.com)

**TO: Board of Directors**

**FROM: Blaine Allen, District Engineer**

**DATE: January 15, 2026**

**RE: Solar and Vehicle Proposal  
1/21/26 Board of Directors Meeting**

The Board of Directors approved a contract with Terra Verde Energy during the July 2025 board meeting. This contract aims to investigate the cost-saving potential of solar energy for the Corporation Yard and the Water Treatment Plant. In discussions with Terra Verde staff, information was provided regarding a potential grant funding solution for solar installations. This grant could offer a tax credit of 30-50% of the total cost of the solar array, with a conservative estimate suggesting we would receive 30% of the overall cost as a tax credit. However, the key requirement for this grant opportunity is that construction must begin by July 4, 2026, creating a tight timeline to start construction.

The Request for Proposal (RFP) process is estimated to cost \$40,000.00. This includes assessing the electrical needs of the district and developing a workable RFP, as well as assisting in selecting a contractor based on their proposals.

Additionally, a fleet management plan should be completed to assess the district's electrical needs for the future. This plan will identify when PID needs to transition to an electric fleet to comply with state regulations. Fleet replacement will occur gradually over several years, but there are multiple strategies to ensure compliance. The cost for the fleet management plan is \$59,900.00.

The initial power study is nearing completion, estimating the cost of the solar array for the Water Treatment Plant at \$1,440,000.00, with an expected return rate of 98% and a payback period of 17 years. The solar project for the Corporation Yard is estimated to cost \$590,000.00, with a return rate of 116% and a payback period of 15 years. These estimates do not account for grant funding, but do include a rough estimate of the power needed for the transition to electric vehicles (EVs).

Given the tight timeline, staff propose a change order to the contract with Terra Verde to initiate the RFP process and complete the fleet management assessment. This change will add \$99,900.00 to their existing contract.

If the Board wishes to authorize this amendment to the contract, the recommended motion for consideration is as follows:

*"I move to authorize the District Manager to amend the contract with a not-to-exceed amount of \$148,500.00 with Terra Verde Energy to include the RFP and fleet management plan."*

**DATE** January 15, 2026  
**SUBJECT** Paradise Irrigation District Energy Cost Saving Project Outlook  
**TO** Blaine Allen, District Engineer  
**FROM** Tony Pastore, TerraVerde Energy

Dear Blaine,

Paradise Irrigation District (District) has engaged TerraVerde Energy to 1. Study two existing battery systems to determine performance and make recommendations for optimization and 2. Prepare solar feasibility studies for the Water Treatment Plant and for the Corp Yard. Recently changes to timing and availability have been made to federal rules regarding the Inflation Reduction Act (IRA) incentives offering up to 50% cash back from the IRS/Treasury for local government solar projects.

This memo discusses two pathways for the District to access these incentives in a time-restricted environment.

For both options, TerraVerde would A. leverage Government Code 4217 (see emailed documents for details) and B. development of a project-specific RFP to solicit design-build proposals from qualified vendors.

**Pathway 1: “Begin Construction” of the solar systems before July 4<sup>th</sup>, 2026.**

Construction must be complete before July, 2030 - a four-year window to complete construction.

“Begin Construction” is specific IRS language. It is dependent on having a binding contract with a qualified installer and either:

1. Incur 5% or more of total project cost (purchase equipment, etc), or
2. Commencement of physical work of a significant nature (pour concrete foundation, etc).

**Pathway 2: Begin Construction after July 4<sup>th</sup>, 2026.**

Construction must be complete before January 1<sup>st</sup> 2028 – an 18-month window to complete construction.

**Pathway to Success**

TerraVerde is prepared to support the District with either option. Both present “tight” timelines. However, if the District is willing to work diligently and closely with TerraVerde, Pathway 1. is possible. Pathway 2. May be possible but will require further diligence as the proposed floating solar array timeline for construction is pending review.

## The Solar feasibility studies initial findings:

### Magalia Reservoir Treatment Plant floating solar array

Size: 351 kW

Estimated Cost: \$1,440,000

Estimate ROI: 98%

Simple Payback: 17 yrs.



### Pump Station & Corp Yard elevated parking canopy array

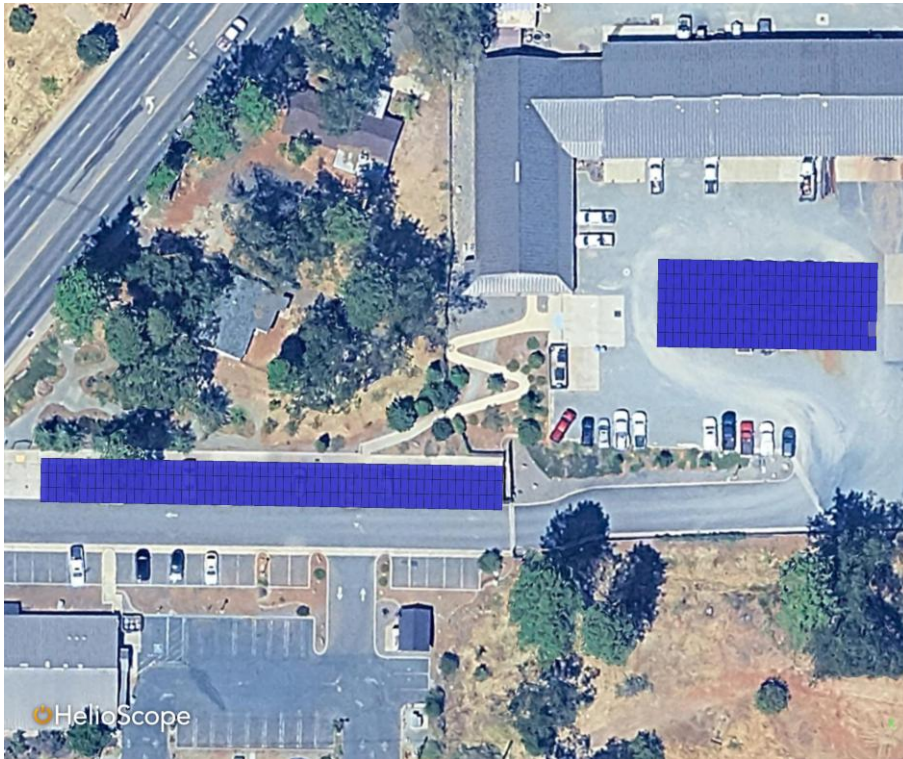


Size: 85 kW

Estimated Cost: \$590,000

Estimate ROI: 116%

Simple Payback: 15 yrs



Note: Two array location options shown above.

### Next Steps

- TerraVerde to complete Feasibility Studies and Pro Forma based on recent discussions with District Staff.
- TerraVerde to develop detailed timeline toward “Begin Construction” before July 4, 2026.
- In parallel, TerraVerde and District to execute Owner’s Rep RFP Development Service Agreement (est. \$40K) with Paradise Irrigation District.
- TerraVerde to work with District to prepare RFP for Staff and District Legal Review.
- District to proceed with GC 4217 process, findings resolution, notice, etc. in preparation for public hearing.
- TerraVerde and District to execute Owner’s Rep Installer Contract Negotiation and Construction Management & Project Management Service Agreement (est 8% of construction budget).
- District to make 5%+ payment to installer before July 4<sup>th</sup>, and/or selected Installer to “begin construction” before July 4<sup>th</sup>.

Please feel free to contact me any time to discuss further.

We appreciate the opportunity to serve the Paradise Irrigation District and look forward to continued success.

Sincerely,

A handwritten signature in black ink, appearing to be 'TP' or 'Tony Pastore'.

Tony Pastore  
Senior Energy Advisor  
530.308.2459  
tony@terraverde.energy

# TerraVerde ENERGY

## Advanced Clean Fleets Compliance & Planning Services Proposal

December 10, 2025

*Prepared for*

**Kevin Phillips, District Manager**  
Paradise Irrigation District  
kphillips@paradiseirrigation.com



*Prepared by*

**Tony Pastore, Senior Advisor**  
TerraVerde Energy  
tony@terraverde.energy

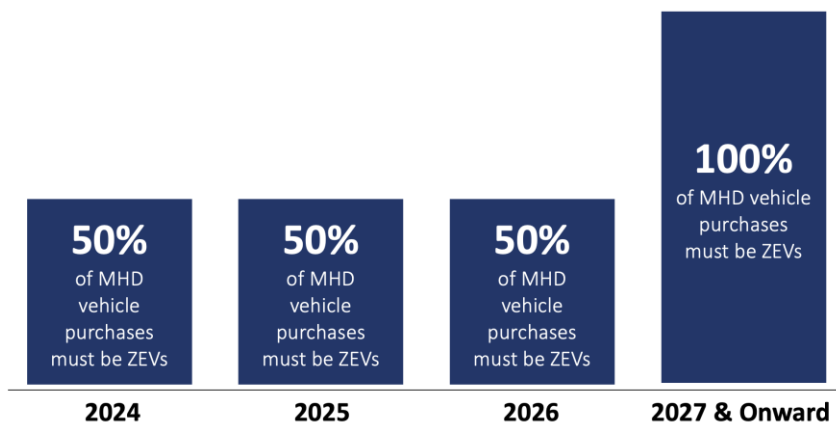
**TerraVerde**  
ENERGY

## CARB's Advanced Clean Fleets Regulation



The California Air Resources Board's (CARB) Advanced Clean Fleets (ACF) regulation established requirements for certain fleets to begin transitioning their medium- and heavy-duty (MHD) fleet to zero-emission vehicles (ZEVs). Starting in 2024, fleet owners are required to add MHD ZEVs to their fleets in a structured manner. While these rules continue to evolve with robust input from California public agencies, starting January 1, 2024, 50% of the total number of MHD vehicle purchases in each calendar year must be ZEVs. Starting January 1, 2027, 100% of the total number of MHD vehicle purchases must be ZEVs. As an alternative, fleet managers may choose CARB's Milestone Option which de-links the obligation to integrate ZEVs from the vehicle purchase decisions. This alternative pathway establishes a commitment to convert portions of the fleet by target dates specified by the Air Resources Board.

### 1. Default ACF Compliance Option (% of MHD Vehicle Purchases)



### 2. Alternative Milestone Option (Commitment Based On % of Fleet)

ZEV Portion of Fleet	10%	25%	50%	75%	100%
Group 1: Box trucks, vans, 2-axle buses, yard tractors	2025	2028	2031	2033	2035+
Group 2: Work trucks, day cab tractors, 3-axle buses	2027	2030	2033	2036	2039+
Group 3: Sleeper cab tractors and specialty vehicles	2030	2033	2036	2039	2042+



## About TerraVerde Energy

**TerraVerde Energy** is a leading independent energy consulting firm proudly supporting California public agencies with the design and deployment of energy projects and programs that reduce costs, increase resiliency (backup power), and enhance sustainability. Over the past 15 years, we have supported the successful implementation of over \$500 million worth of energy projects for which we provided independent technical and financial feasibility analyses, project development (competitive solicitation) support, project implementation management (overseeing design, interconnection, incentive applications, and construction), and continue to provide ongoing asset management services (performance monitoring, operations & maintenance, revenue program management, detailed energy & financial performance reporting).



ACWA Preferred Provider

TerraVerde is proud to serve as ACWA's Preferred Provider for energy and fleet electrification consulting services. Our California water agency clients include:

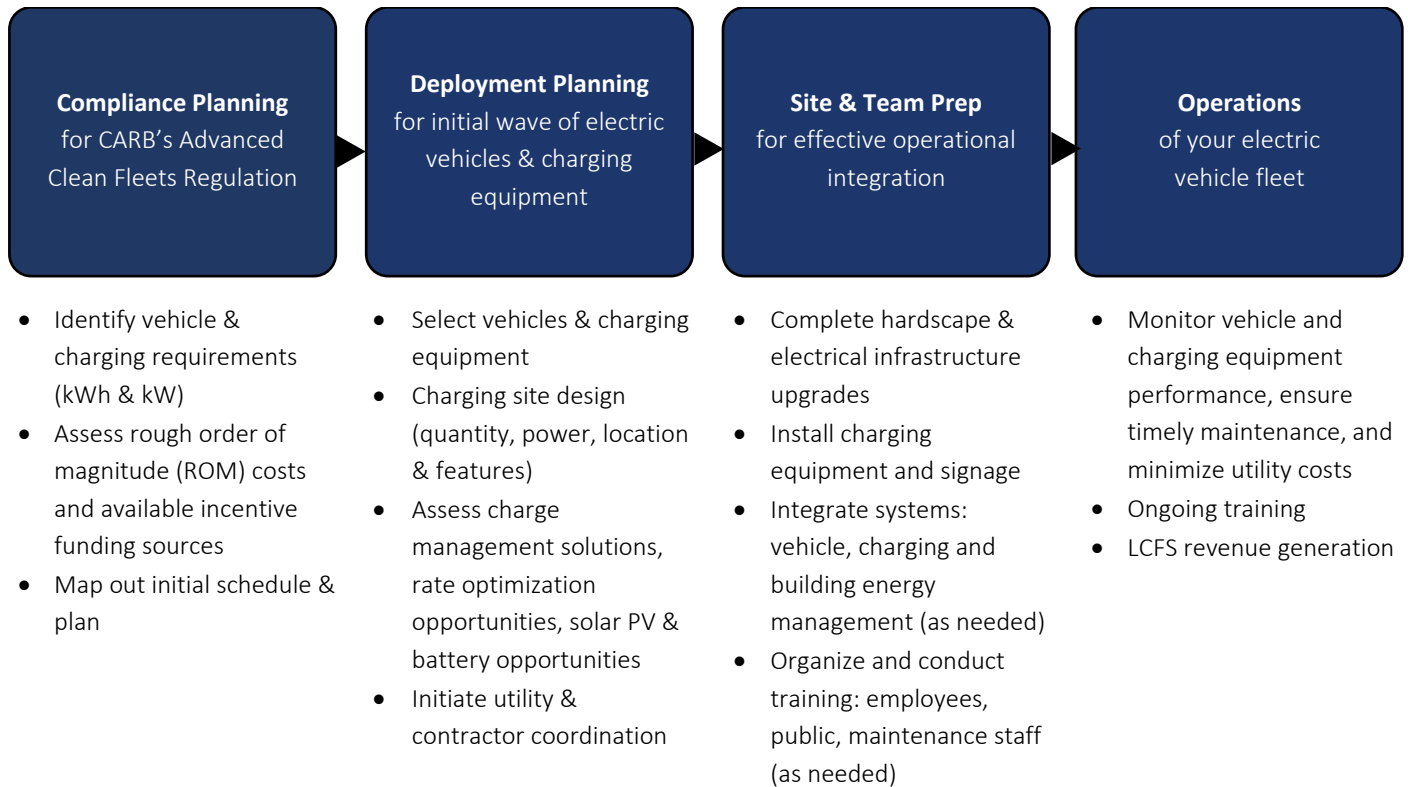


Serving public agencies like **Paradise Irrigation District** is why TerraVerde has assembled a dedicated team of engineers and project managers — to deliver actionable insights, ensure successful implementation, and help public agencies lead the way in energy optimization and resilience.

Sincerely,

Tony Pastore, Senior Advisor

## A Road Map For Fleet Electrification



## TerraVerde's ACF Compliance & Planning Services

TerraVerde will provide your agency with a clear, actionable assessment of your options, costs, challenges, and opportunities... enabling your team to take an intelligent, risk-mitigated approach to ACF compliance.

### Service includes:

#### MHD Fleet Analysis

- Detailed assessment of your agency's MHD vehicle fleet
- Projected vehicle retirement schedule
- Exploration of ACF regulation exemption opportunities
- Development of anticipated ZEV purchase schedule

#### ZEV & Infrastructure Analysis

- Assessment of ZEV requirements and options
- Assessment of charging requirements and options
- Preliminary layouts for EV charging infrastructure
- Estimate of projected electricity costs

#### Financial Analysis

- Identify available incentive funding sources (e.g., HVIP, utility programs)
- Assess revenue opportunities from the Low-Carbon Fuel Standard (LCFS) credit program
- Provide a 10-year total cost of ownership cash flow including capital and operating expenses for MHD ZEV fleet and related infrastructure

## TerraVerde's Is Your Preferred Partner in ACF Compliance Planning

**Market-Leading Expertise** | TerraVerde has a deep understanding of the regulatory compliance requirements, equipment options & costs, incentives & fundings sources, and revenue opportunities

**Independent Advisors** | TerraVerde provides an objective perspective for your agency as you consider the road ahead for your fleet's transition to Zero-Emission Vehicles

**Proven Track Record Serving Water Agencies** | TerraVerde has proudly served California public agencies since 2009, and serves as ACWA's preferred provider for fleet electrification planning services

### Proposed Scope of Work

Task 1. Kick-Off Meeting	<ol style="list-style-type: none"><li>1. Host Project Kick-Off Meeting with Client<ol style="list-style-type: none"><li>a. 1-hour Zoom meeting with TerraVerde Project Team and the appropriate Client team members</li><li>b. Agenda:<ol style="list-style-type: none"><li>i. Introductions</li><li>ii. Review of project plan</li><li>iii. Review of data collection process</li><li>iv. Q&amp;A</li></ol></li></ol></li><li>2. Coordinate initial collection of necessary fleet and facilities information</li></ol>
Task 2. Fleet Assessment	<ol style="list-style-type: none"><li>1. Evaluate current medium- and heavy-duty (MHD) fleet composition and utilization</li><li>2. Develop projected vehicle retirement schedule, based on input from Client on typical vehicle replacement practices</li><li>3. Explore applicable exemption opportunities per CARB's Advanced Clean Fleets (ACF) regulation</li><li>4. Develop an anticipated ZEV purchase schedule</li><li>5. Meet with Client to review initial findings and confirm assumptions to inform the remainder of the analysis</li></ol>
Task 3. ZEV Option Assessment	<ol style="list-style-type: none"><li>1. Identify ZEV options and estimate rough order of magnitude (ROM) costs over the next 10 years (including up-front purchase, maintenance, infrastructure and fuel)</li><li>2. Identify high-priority challenge vehicles, if any<ol style="list-style-type: none"><li>a. Slated for replacement within five years</li><li>b. For which there is no clear like-for-like equivalent available or expected soon</li><li>c. That do not clearly qualify for exemption under the CARB Advanced Clean Fleets Regulation</li></ol></li></ol>

Task 4. Fueling Equipment Options & Usage Assessment	<ol style="list-style-type: none"> <li>Evaluate drive-cycle and duty-cycle (by vehicle functional category) <ol style="list-style-type: none"> <li>Energy use and replenishment requirements (quantity and duration)</li> <li>Including PTO usage and towing where applicable</li> </ol> </li> <li>Identify suitable ZEV fueling equipment options and indicative costs</li> <li>Prepare (where applicable) preliminary layouts for fueling equipment</li> </ol>
Task 5. Incentives & Funding Assessment	<ol style="list-style-type: none"> <li>Identify available incentive funding opportunities</li> <li>Assess Low Carbon Fuel Standard (LCFS) revenue opportunities</li> </ol>
Task 6. Develop & Present Compliance Plan	<ol style="list-style-type: none"> <li>Develop ZEV Compliance Plan based on the findings from tasks 2-5, including: <ol style="list-style-type: none"> <li>Summary of ACF Regulation</li> <li>ZEV Transition Schedule</li> <li>ZEV Options, Costs &amp; Potential Exemptions</li> <li>Fueling Equipment Options &amp; ROM Costs and project timing</li> <li>Incentive Funding Sources</li> <li>Other Key Findings</li> <li>Considerations for Next Steps</li> </ol> </li> <li>Prepare and deliver plan in the form a PowerPoint presentation</li> <li>Host a 90-minute working session via Zoom to review the plan with the Client</li> </ol>

## Proposed Fee

Fee	Amount
Consulting Services	\$61,000 less <u>10% ACWA Discount</u> (\$6,100) = \$54,900
Expenses	If needed, travel expenses for site walk, kick-off meeting & findings presentation are billed at cost (expected not to exceed \$5,000)
Fee Summary	CARB ACF Fleet & EV Charging Planning Services \$54,900 10% due upon contract signing Time and Material Monthly Invoicing + Milestone Payment on Completion

### Rate Table

Role	Hourly Rate	Role	Hourly Rate
Project Coordinator	\$195	Project Manager	\$245
Project Developer	\$245	Technical Supervisor	\$295
Sr. Engineer	\$245	Administrative	\$160
Principal Advisor	\$255	Accounting	\$185
Project Engineer	\$225	Software Developer	\$245

## Team Lead



Years of Experience  
21

Education  
BS, Marketing  
MBA, Business

### Matt Zerega

Director, Fleet Electrification

TerraVerde Energy, San Francisco, CA Director Fleet Consulting 2022 – Present  
Provides technical leadership to TerraVerde fleet consulting services team, assisting fleet owners and operators establish and implement intelligent, risk-mitigated approaches to the ZEV transition.

Energy & Utilities Consultant, Morro Bay, CA 2018 – 2022  
Technical & financial analysis, strategy, and new product development, focused on alternative energy systems, transportation electrification, charging infrastructure, carbon-free energy and climate action.

Shell, San Diego, CA US Technical Lead, E-Mobility 2016 – 2018  
Provided expert guidance to a multi-national team. Guided and conducted U.S. market assessment, provided regulatory guidance, customer strategy and new product design expertise, development and deployment guidance and support. Identified and led effort to secure pilot commercial-deployment site.

Liberty PlugIns, San Diego, CA Operations Manager 2014 – 2016  
Built and managed team dedicated to the design, manufacture, and sale of plug-in vehicle infrastructure and hosted transaction processing services (for EV infrastructure start-up). Increased sales by over 400 percent through development of new messaging and accurate, complete understanding of context-specific value. Primary contributor to securing the company's largest single round of financing.

Sempra Energy and SDG&E, San Diego, CA Transportation Lead 2007 – 2014  
Led techno-financial analytical evaluations of alternative energy systems including utility-scale hydrogen production and distribution systems. Led design, development and deployment of new EV-charging equipment and services throughout SDG&E service territory; drove early-stage utility economics analysis and new rate designs to comply with tariffs while maximizing value for customers. Developed new concepts, models and forecasts underlying SDG&E's General Rate Case and Power Your Drive EV-infrastructure program.

## Our Team



**Years of Experience**  
13

**Education**  
BA, Architecture,  
University of  
Pennsylvania, 2012

### **Miya Turner**

Title: Director of Projects

#### **TerraVerde Energy**

**Project Director, 2014 – Present**

Over her years with TerraVerde Energy, Miya has served in various roles including Energy Auditor, Energy Analyst, Project Engineer, Project Manager. In these roles, Miya's responsibilities have included: conducting energy efficiency audits, performing project feasibility analyses, managing the development and implementation of energy infrastructure projects, as well as developing project modeling and management tools. Now, as a Sr. Project Manager, Miya leads analytics activities on several projects while overseeing performance reporting on existing energy systems as well as our portfolio of client renewable energy certificates.



**Years of Experience**  
19

**Education**  
BS, Engineering, 2006

**Certificates & Training**  
Professional Engineer,  
APEGA

### **Ali Chehrehsaz, P.Eng.**

Title: CEO

#### **TerraVerde Energy**

**CEO, 2011 – Present**

Leads analysis, engineering, development, and operations.

#### **Tessera Solar** **2011**

**Project Manager, 2009 –**

Provided project management and development support as part of an IPP development team for multiple green field large scale solar electric power plants of up to 750 MW in generation capacity using PV and solar dish Stirling CSP technologies.

#### **Petro-Canada**

**Project Engineer, 2006 – 2009**

Conducted concept screening, front-end engineering and design, procurement, and construction planning of Fort Hills Oil Sands Projects.



**Daniel Postoian**

Title: Sr. Electrical Engineer

**Years of Experience**  
16

**Education**  
BS, Electrical  
Engineering, 2004

**TerraVerde Energy**

**Senior Project Developer, 2021 – Present**

Focuses on project development, RFP administration, technical due diligence and contract negotiation for solar PV and battery energy storage projects on behalf of public agencies.

**Baker Electric**

**Engineering Manager, 2015 – 2021**

Primary accountability for commercial solar & battery permitting and construction packages. Primary engineer on highest complexity projects, engineering contributor on many projects, engineering quality control on all project.



**Tony D. Pastore**

Title: Senior Advisor

**Years of Experience**  
33

**Education**  
Humboldt State  
University

**TerraVerde Energy**

**Senior Energy Advisor, 2024 – Present**

Focuses on supporting TerraVerde's water agency clients in evaluating and deploying various projects and programs that reduce costs, increase resiliency, and meet regulatory requirements; including the development of solar, battery, and energy resiliency projects; fleet zero-emission vehicle transitions; energy asset management.

**Central Coast Community Energy**

**Manager, 2021 - 2023**

Led numerous efforts including: \$25MM UPS Fund, Microgrid SmartConnect Program, Front of the Meter battery with municipal clients, Summer Readiness Demand Response, Municipal Member Agency Services, microgrids, other CPUC, CEC, CAISO & IOU engagements.

**Pastore-Ryan Design and Engineering Inc**

**Founder Operator, 2005 – 2010**

Green Civil Engineering and Landscape Design carefully optimizing system design to improve performance and reduce environmental impacts.





**Christine Dawson**

Title: Client Success Manager

**TerraVerde Energy**

**Client Success Manager 2024 – Present**

Manages onboarding process for new contracts, monitors progress and ensures commitments to clients are met. Assists with RFP development and supports project feasibility analyses. Provides support in data collection, technical analyses, project diligence, and other as needed project support services.

**Years of Experience**

10

**Education**

BA, Psychology  
UC Irvine, 2014



**Colan Baldyga**

Title: Project Manager Role: Project Management for Design/Construction

**TerraVerde Energy**

**Project Manager, 2024 – Present**

Project management for PV solar, battery energy storage (BESS) and electrical vehicle (EV) charging projects for public school districts and water agencies.

**Quattro Solar**

**Senior Project Manager, 2022 – 2024**

Project management for commercial PV solar, BESS and EV projects. Coordinated all activities for on-time and on-budget completion of projects.

**Years of Experience**

7

**Education**

BA, Biology, Denison  
University, 2006



# Paradise Irrigation District

6332 Clark Rd, Paradise, CA 95969 · 530-877-4971 · Fax: 530-876-0483 · www.pidwater.com

TO: PID Board of Directors

FROM: Mickey Rich, Assistant District Manager

DATE: January 21, 2026

RE: Approval of Amendment No. 2 to Professional Services Agreement with Kilburg Safety Services

## BACKGROUND

The District entered into a Professional Services Agreement with Kilburg Safety Services in November 2024 to provide comprehensive safety consulting and compliance support, including Cal/OSHA compliance, safety training, inspections, program development, and advisory services. The agreement was previously amended to extend the term through February 28, 2026, with a not-to-exceed amount of \$90,000. Kilburg Safety Services has provided continuity, subject-matter expertise, and responsive support during a period of organizational transition, helping the District maintain regulatory compliance and proactive risk management.

Amendment No. 2 is intended as a temporary extension to ensure uninterrupted professional safety advisory services while the District completes its evaluation and finalization of a long-term internal safety staffing model.

The extension allows the District to:

- Maintain consistent Cal/OSHA compliance and safety oversight;
- Receive professional guidance during active operations and capital activities;
- Avoid gaps in safety program administration while staffing decisions are finalized; and
- Make deliberate, informed decisions regarding the most effective long-term structure for safety services.

This amendment does **not** change the scope of services; it simply extends the timeframe and adjusts the not-to-exceed amount to align with continued service needs during this interim period.

Recommended Motion:

"I move to Approve Amendment No. 2 to the Professional Services Agreement with Kilburg Safety Services, extending the term through June 30, 2026, and increasing the not-to-exceed amount to \$120,000.00."

AMENDMENT NO. 2  
TO PROFESSIONAL SERVICES AGREEMENT  
SAFETY CONSULTANT

This Amendment No. 2 to the Professional Services Agreement is entered into and effective as of the 21st day of January, 2026, by and between Paradise Irrigation District ("District") and Kilburg Safety Services ("Consultant," and together with the District, the "Parties) (the " Amendment").

WHEREAS, the District and Consultant entered into the Professional Services Agreement on 19<sup>th</sup> day of November 2024 for Consultant to provide Safety Consultant Services.

WHEREAS, on September 18, 2025, the Parties executed Amendment 1 to the original Agreement to: 1) adjust the timeframe to February 28, 2026, and 2) adjust the "not to exceed" contract amount to \$90,000.00;

WHEREAS, the Parties wish to modify the Agreement to: 1) adjust the timeframe to June 30, 2026, and 2) adjust the "not to exceed" total contract value to \$120,000.00;

NOW THEREFORE, in consideration of the mutual promises and covenants contained herein, the Parties do hereby agree to amend the Agreement as follows:

Article VII. Term. The Term and Time for Completion of this Agreement begin on the effective date and continues through June 30, 2026, unless terminated earlier in accordance with Article X, or extended in accordance with the terms hereof. No less than thirty (30) days prior to the end of the initial Term or any renewal Term of this Agreement, any party may notify the other party in writing that it desires to terminate this Agreement, effective at the end of the then-current term.

Article VI.C Compensation. Total payment to Consultant for all services rendered pursuant to this Agreement shall not exceed \$120,000.00.

All other terms and conditions of the Agreement remain unchanged.

IN WITNESS WHEREOF, the Parties have executed this Agreement:

PARADISE IRRIGATION DISTRICT

KILBURG SAFETY SERVICES

By:

By:

\_\_\_\_\_  
(Authorized Signature)

\_\_\_\_\_  
(Authorized Signature)

\_\_\_\_\_  
(Printed/Typed Name)

\_\_\_\_\_  
(Printed/Typed Name)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Date)



# Paradise Irrigation District

6332 Clark Rd, Paradise, CA 95969 · 530-877-4971 · Fax: 530-876-0483 · [www.pidwater.com](http://www.pidwater.com)

TO: PID Board of Directors

FROM: Mickey Rich, Assistant District Manager

DATE: January 21, 2026

RE: HR Mentoring and Consultant Services – Patton Public Consulting, LLC

## **Background and Purpose**

The District recently established a dedicated Human Resources & Payroll Manager position to strengthen internal capacity and ensure compliance with state and federal employment requirements. As the District transitions into this new structure, short-term expert support is needed to establish compliant HR systems, policies, and procedures while mentoring the new HR position.

This engagement is designed to provide foundational HR support, ensure regulatory compliance, and transfer knowledge to District staff.

This engagement directly supports the District's Strategic Plan goals related to organizational effectiveness, accountability, and workforce development by building sustainable internal systems rather than relying on consultants on an ongoing basis. The consultant will not function as District staff or assume operational control of HR functions; ownership and administration will remain with the District.

## **Scope and Term**

Services provided by Amanda Patton / Patton Public Consulting, LLC will focus on HR compliance review, development of core procedures and tools, policy and handbook updates, supervisory frameworks, and structured mentoring. The contract term is February 16, 2026, through November 20, 2026, for a not-to-exceed amount of \$63,900.00.

## **Recommended Motion:**

"I move approval to authorize the District Manager to execute a short-term professional services agreement with Patton Public Consulting, LLC for Human Resources mentoring and consulting services for an amount not to exceed \$63,900.00."



**PROPOSAL RESPONSE:**

Human Resources Mentor / Consulting Services

**SUBMITTED TO:**

Paradise Irrigation District (PID)

**SUBMITTED BY:**

**Patton Public Consulting, LLC**

**Amanda Patton, Principal Consultant**

1472 Hooker Oak Avenue

Chico, CA 95926

[pattonpublicconsulting@gmail.com](mailto:pattonpublicconsulting@gmail.com)

(530) 591-3390

**DATE:**

November 17, 2025

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## Section 1: Cover Letter



November 17, 2025

Mickey Rich, Assistant District Manager  
Paradise Irrigation District  
6332 Clark Road  
Paradise, CA 95969

Ms. Rich,

With fourteen years in California public-sector human resources, risk management, and administration, I understand the challenges agencies face in balancing compliance, organizational capacity, and service delivery. My career has focused on translating complex personnel systems and evolving legal requirements into practical, sustainable solutions that strengthen organizations and I would welcome the opportunity to bring my expertise to Paradise Irrigation District through collaborative Human Resources Mentor and Consulting Services.

In my most recent role as Human Resources Director for Butte County Superior Court, I led the full portfolio of HR operations including labor relations, classification and compensation, benefits administration, leave management, investigations, and policy development. Trial courts are a unique blend of public agency and judicial environments, adding complex nuances and processing considerations that demand precision, accountability, and adaptability. Prior to my work for the Court, I spent more than a decade with the City of Chico, where I advanced through progressively responsible roles culminating in service as the Principal Human Resources Analyst, the second-in-command over city-wide HR and Risk Management. Working for a full-service municipality exposed me to the complete lifecycle of public-sector operations, from public safety to technical, field, and administrative divisions.

I am well versed in the challenges faced by public agencies and skilled in building systems that balance accountability with ease of use. As Principal of Patton Public Consulting, LLC, I pair insight with hands-on expertise in HR compliance, staff development, leadership alignment, and organizational risk management. I believe effective consulting strengthens, not replaces, internal teams. My approach detailed in this response focuses on collaboration and knowledge sharing, to ensure PID's Human Resources & Payroll Manager gains knowledge, tools, and confidence to sustain long-term success beyond the end of this consulting engagement.

Thank you for considering my proposal.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "a. patton", is placed below the "Respectfully Submitted," text.

Amanda Patton, Principal  
Patton Public Consulting, LLC

## Section 2: Consultant Background and Firm Summary



Patton Public Consulting, LLC is a California-based, single-member consulting firm founded by Amanda Patton, PSHRA-SCP.

The firm specializes in human resources, labor relations, risk management, administration, and leadership consulting services for public agencies throughout California. Its services focus on compliance, policy development and modernization, leadership and staff training, and organizational capacity-building, particularly for small to mid-sized agencies seeking sustainable systems.

Principal Consultant Amanda Patton brings two decades of professional experience, including fourteen years in public sector human resources, risk management, and administration. Her expertise spans labor relations, investigations, policy compliance, and organizational development. She has successfully negotiated and implemented multi-year labor agreements for public safety and non-safety units, modernized personnel manuals, created training academies, and developed extensive injury and illness and workplace violence prevention programs. She is recognized for her transparent, practical leadership, her can-do attitude, and for her success in fostering collaboration between management and represented employees.

Ms. Patton holds the Senior Certified Professional (PSHRA-SCP) designation through the Public Sector Human Resources Association and is a graduate of both the HR Emerging Leaders Executive Leadership Program hosted by Northern California IPMA/CalGovHR and the HR Academy Certification Program through CPS HR/California State University, Sacramento. She has completed numerous workshops hosted by Liebert Cassidy Whitmore, CALPELRA Labor Relations, CPS HR, WRIPAC, Shaw Law Group, and many other public sector legal experts. She earned an Associate of Arts in Social and Behavioral Science from Butte Community College, after which, she temporarily paused her bachelor's studies to care for aging family, an experience that shaped her leadership philosophy, where her approach balances empathy, the realities of life, and finding a balance between people and policy. She will be awarded a Bachelor of Science in Career and Technical Studies from California State University, Sacramento, in early 2026.

Her consulting approach reflects a balance of technical proficiency, leadership insight, and a deep understanding of public-sector operations. Patton Public Consulting, LLC partners with public agencies to design practical, compliant, and sustainable public agency solutions that align organizational priorities within the realities of limited resources, public transparency, and fiscal accountability.



### AMANDA A. PATTON, PSHRA-SCP

(530) 591-3390 | [ampatton2020@gmail.com](mailto:ampatton2020@gmail.com) | [LinkedIn](#)

Experienced public sector HR, risk, and operations consultant with a proven record of strengthening organizational systems, enhancing compliance, and supporting executive leadership, boards, and councils through complex challenges and change management. Known for delivering practical, transparent, collaborative, inclusive, and sustainable solutions.

#### EDUCATION AND CERTIFICATIONS

##### **SENIOR CERTIFIED PROFESSIONAL, PSHRA-SCP**

*PUBLIC SECTOR HUMAN RESOURCES ASSOCIATION (PSHRA)*

##### **HR EMERGING LEADERS EXECUTIVE LEADERSHIP PROGRAM GRADUATE**

*NORTHERN CA CHAPTER INTERNATIONAL PUBLIC MANAGEMENT ASSOCIATION (CAL GOV HR)*

##### **HUMAN RESOURCES ACADEMY CERTIFICATION GRADUATE**

*CPS HR CONSULTING/CALIFORNIA STATE UNIVERSITY, SACRAMENTO*

##### **BACHELOR OF SCIENCE, CAREER AND TECHNICAL STUDIES (2026)**

*CALIFORNIA STATE UNIVERSITY, SACRAMENTO*

##### **ASSOCIATE OF ARTS, SOCIAL AND BEHAVIORAL SCIENCE**

*BUTTE COMMUNITY COLLEGE*

#### EXPERIENCE

##### **PATTON PUBLIC CONSULTING, LLC**

NOVEMBER 2025 – PRESENT

Provide comprehensive consulting services to public agencies with a focus on human resources, labor relations, risk management, administration, and organizational operations. Assess and stabilize high-priority and critical issues; develop modern frameworks; investigate and resolve sensitive personnel matters; and align practices with agency priorities. Engage collaboratively across all level of an organization, ensure responsible stewardship of public funds, and deliver clear, actionable guidance tailored to each agency's desire and operational needs.

##### **INDEPENDENT PROPERTY MANAGER/OWNER**

APRIL 2017 – PRESENT

Oversee all operational aspects of multiple residential rental properties, including financial management, tenant relations, and regulatory compliance. Develop and implement budgets, coordinate contractors, authorize leasing and maintenance decisions, and undertake long-term capital improvement planning to maintain property values and profits.

##### **SUPERIOR COURT OF CALIFORNIA, COUNTY OF BUTTE**

*HUMAN RESOURCES DIRECTOR*

AUGUST 2023 – NOVEMBER 2025

*INTERIM INFORMATION TECHNOLOGY DIVISION MGR.*

FEBRUARY 2025 – MAY 2025

*INTERIM FAMILY COURT SERVICES DIVISION MGR.*

SEPTEMBER 2024 – JANUARY 2025

Responsible for planning, managing, and directing court-wide human resources and personnel functions including labor and employee relations; recruitment and selection; classification and compensation; personnel and performance management; diversity and equal employment opportunity initiatives; safety and workers' compensation; leave of absence and benefits administration; and other aspects of human resources and legal compliance. Interim oversight and leadership of other departments, as assigned.

### **CITY OF CHICO, CALIFORNIA**

*PRINCIPAL HUMAN RESOURCES ANALYST*

NOVEMBER 2022 – AUGUST 2023

*INTERIM HUMAN RESOURCES & RISK MGMT. DIRECTOR*

APRIL 2022 – NOVEMBER 2022

*MANAGEMENT ANALYST*

JULY 2021 – APRIL 2022

*SENIOR HUMAN RESOURCES ANALYST*

MAY 2015 – JULY 2021

*HUMAN RESOURCES ANALYST*

JULY 2013 – MAY 2015

*ADMINISTRATIVE ASSISTANT*

AUGUST 2011 – JULY 2013

Responsible for labor relations, negotiations, and union contract administration; equal employment compliance auditing; agency-wide performance evaluations, personnel management, safety programs, and website administration; recruitment, background, selection and onboard/offboard initiatives; workers' compensation and industrial disability processing; Human Resources and Risk Management budget preparation and contract management; risk mitigation, contractual risk transfer, and City tort claim control. Oversight and supervision of all Human Resources and Risk functions and staff assigned to DOT and safety-sensitive administration and reporting; medical, retirement, and work-life balance benefits; classification and compensation; payroll data input and validation; and a wide variety of HR and Risk policy, procedure, and program development.

### **PRIOR EXPERIENCE**

JUNE 2002 – AUGUST 2011

Held a range of administrative, operational, and property management roles supporting both private and public agencies. Provided clerical and office support across diverse business settings, including data entry, records management, and customer service. As a property manager, handled tenant communication, lease and contract coordination, and maintenance assessment and scheduling. As a real estate transaction coordinator, managed escrow timelines, contract processing, and client communications ensuring smooth closings. Earlier experience includes working for a high-volume telephone answering service that supported both public and private entities, including physicians, towing services, suicide crisis lines, child and adult protective services, and the San Francisco Housing Authority, all necessitated time-sensitive, confidential communications and expedited after-hours emergency response.

### **MEMBERSHIPS**

*CALIFORNIA PUBLIC EMPLOYERS LABOR RELATIONS ASSOCIATION (CALPELRA)*

*PUBLIC SECTOR HUMAN RESOURCES ASSOCIATION (PSHRA)*

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### **HR/PR Manager Position Review and Unit Assessment**

**Recommendation:** While not specified in the Request for Proposal (RFP), the consultant highly recommends this pre-work assessment. During preliminary RFP review and through follow-up clarity provided by posted amendments, it was noted that PID’s Office Manager classification is currently functioning in the capacity of the District’s HR/Payroll Manager.

**Concern:** These factors create structural and compliance risks for the District, introduce ambiguity in authority and responsibility, fosters the potential for employee distrust of represented positions handling confidential materials, and creates operational uncertainty for the employee currently performing HR and payroll oversight functions.

Based on the functional responsibilities described, notable conflicts of interest may exist due to the positions’ placement within a represented bargaining unit. Under Public Employment Relations Board (PERB) frameworks and general public sector labor standards, positions within the following characteristics are normally excluded from representation:

- Access to confidential labor and personnel information.
- In charge of applying and enforcing Memoranda of Understanding documents.
- Responsible for policy administration and advisement.
- Agency representation in sensitive matters.

**Optional Analysis:** To ensure the District is positioned for long-term compliance, operational stability, and correct classification alignment, the following pre-work analysis of the HR/PR Manager position and unit is proposed before beginning broader HR consulting services.

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## **OPTIONAL PHASE**

### **HR/PR Manager Position and Unit Assessment (January 2026)**

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#### **Part 1: Comprehensive Job Analysis**

- Conduct structured interviews with the incumbent employee, direct supervisor, and relevant leadership.
- Review past and current duties, tasks, workflows, and responsibilities performed under the “Office Manager” and “HR/PR Manager” functional titles.

#### **Part 2: Development of a Formal Job Description**

- Create a fully updated job description reflecting the actual duties performed.
- Align duty statements to industry standards and best practices.
- Document the level of decision-making authority, confidential access, and managerial functions.

#### **Part 3: Bargaining Unit Placement Review**

Based on job analysis findings:

- Provide a written recommendation addressing whether the position 1) should remain within the existing bargaining unit, or, 2) meets the criteria for confidential, managerial, or

## Section 4: Optional Phase – Pre-Work Analysis

supervisory exclusion under PERB standards, necessitating removal from the represented unit. This recommendation will include:

1. A conflict-of-interest determination;
2. Comparative benchmarks across similar public agencies;
3. A risk analysis tied to the position's current duties;
4. An explanation of potential pathways for unit modification, if warranted.

### Part 4: Implementation Direction from District Leadership

Depending on PID leadership's decision:

- Option A – Position Remains in Bargaining Unit

Should the District choose to retain the current placement, the consultant will collaborate with the incumbent employee in one of two formats, as selected by PID leadership:

1. Only on non-confidential work products, while ensuring:
  - All confidential materials are handled solely by District leadership;
  - Processes are structured to protect bargaining integrity; and
  - Legal risks tied to represented placement are clearly mitigated.
2. On all work products, regardless of material sensitivity, with the District understanding the inherent risk of such direction and acknowledging and assuming all associated labor-relations, confidentiality, and compliance risks. Under this structure, any exposure related to conflict-of-interest allegations, bargaining-unit challenges, confidentiality breaches, inappropriately crafted material, or PERB claims rests solely with the District. My consulting work can proceed as directed; however, the District's choice to disregard standard separation protocols will be documented as an accepted organizational risk.

- Option B – Position Becomes Unrepresented

If leadership elects to modify the bargaining unit placement and the position becomes unrepresented:

1. Assist with drafting the confidential/managerial designation documentation, unless such format already exists within District standards;
2. Support District leadership in planning to communicate with the union;
3. Work directly with the incumbent employee to on all work products, regardless of material sensitivity.

### Deliverables:

- Detailed job analysis.
- Updated and defensible job description for HR/PR Manager.
- Bargaining unit placement recommendation.

## Section 5: Proposal – Approach and Work Plan

### Overview

This consulting engagement is designed as a collaborative partnership in which the consultant and District staff work together to review systems, identify gaps, and co-develop modern HR processes and related documents. The degree of collaboration with the incumbent HR/Payroll Manager will depend on the results of the Optional Pre-Work Analysis, if selected, and the District's determination regarding the position's access to confidential or management materials. Should the District elect to maintain full collaboration with the incumbent, work will proceed accordingly. If the District determines that confidentiality constraints are necessary, or that the incumbent must be excluded from certain workstreams, those elements will be developed directly with District leadership. The consulting plan remains fully adaptable to either structure.

### Engagement Principles

- **Collaborative Co-Development:** All work will be jointly planned and developed with District staff.
- **Compliance-First Approach:** Every tool, policy, and program will be anchored in applicable state and federal requirements with processing priority given to those items that are mandatory and non-existent, mandatory and non-compliant, and then those which should be updated for best practice. While not an all-inclusive list, this may mean compliance with:
  - Family Medical Leave Act (FMLA) and California Family Rights Act (CFRA)
  - Pregnant Workers' Fairness Act (PWFA) and Pregnancy Disability Leave (PDL)
  - Americans with Disabilities (ADA) and Fair Employment Housing Act (FEHA)
  - Occupational Safety and Health (OSHA) and California Occupational Safety and Health (Cal/OSHA)
  - Fair Labor Standards Act (FLSA)
- **Plain Language Standard:** Tools, policies, and programs crafted will be written in a format consistent with other District materials, unless otherwise requested, and will include easy-to-understand language for practical use by all employees.
- **Knowledge Transfer:** Mentoring of District staff is embedded in every phase of this consulting engagement. The goal is to provide a sustainable system PID can operate, maintain, and update post-consulting.
- **Boundary Acknowledgement:** The consultant guides, drafts frameworks, and co-develops. District staff leads day-to-day operations and implementation.

### Term, Modality, and Commitments

- **Contract Term:** January 1, 2026, through December 31, 2026, not to exceed hours and rates specified within Section 6: Costs. Option to negotiate extension based on remaining scope of projects, anticipated workload, need, and desire of both parties. Contract may end prior to term date if District staff availability allows for expedited processing of workload.

## Section 5: Proposal – Approach and Work Plan

- **Initial On-Site Immersion:** Consultant is available on-site for up to four work weeks after project award to conduct process, policy, system, and tool assessments, strategize priorities, and set initial work products in motion.
- **Ongoing Modality:** Primarily remote after initial on-site immersion, with option of additional one or two workday on-site visits every other month, or by mutual agreement with 72 hours' notice.
- **Weekly Hours Commitment and Availability:** 12 to 18 hours per week, on average, with allowances for short surges up to 25 hours in weeks requiring deep policy review or collaborative drafting, coaching, or implementation milestones. The first four work weeks may exceed the weekly average to support on-site immersion and relationship building. Weekly hours and days of availability will be generally set in advance of consulting engagement, and any material change will be discussed in advance and documented via email.

Work will typically be pre-defined and prioritized in accordance with the priority processing standards established in Engagement Principals, ensuring that tasks under the Scope of Work and Deliverables are addressed in a structured manner. The consultant will generally be available by phone, email, text, or system messaging (if mutual option exists for both parties) during the days and times set in advance of consulting. Communication standards are as follows:

- In-progress work: Email response within one (1) consultant working day.
- Newly discovered work or priority shifts within the existing scope and/or deliverables: Email Response within two (2) consultant working days.
- Urgent requests escalated via high-priority email and paired phone call or text message: Same day acknowledgement with full response as soon as feasible.
- **Or as negotiated between both parties prior to contract implementation.**

### Phased Work Plan: Response to Request for Proposal

#### **Mapped to Scope of Work A – E and Deliverables 1 – 7**

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#### **PHASE 1**

##### **Initiation, Assessment, and Mentorship Plan (January & February 2026)**

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**Objectives:** Establish project governance, perform current-state review, confirm priorities, build a time-phased mentorship plan, and begin co-development and collaboration.

##### **Key Activities (Scope A, C, E):**

1. **Document Review and System Walkthroughs (Scope A):** Review current District HR policies, procedures, MOUs, leave practices, interactive process documentation, timekeeping/payroll interfaces, training programs, safety programs, personnel evaluation standards, and associated forms.
2. **Compliance Gap Analysis (Scopes A & C):** Assess against federal and state regulatory requirements, flagging missing mandatory, non-compliant mandatory, and best practices.



## Section 5: Proposal – Approach and Work Plan

- 3. Process Mapping Workshops (Scopes A & E):** Working with District staff, jointly map current workflows for leaves, accommodations, discipline, evaluations, onboarding, and training.
- 4. Risk/Priority Matrix and Action Plan:** Rank findings by impact and urgency and build a six (6) to twelve (12) month action plan with District staff.
- 5. Mentorship Action Plan:** Define topics and skill goals for HR/PR Manager. Identify easily actionable items and deeper-dive topics and pace.

### Deliverables:

- HR Program Assessment Report with prioritized recommendations (Deliverable 1).
- Compliance Checklist (Scope A) aligned to statutory requirements (included with Deliverable 1).
- HR/PR Manager Mentorship Plan and schedule (Deliverable 6 foundation).

## PHASE 2

### Compliance Infrastructure and Core Procedures (March & May 2026)

**Objectives:** Stand up foundational compliance tools and co-develop key procedures.

### Key Activities (Scope A):

- 1. HR Compliance Calendar (Scope A):** Build an annual calendar of reporting, posting, training, and audit requirements with ownership and reminders. Format will be established based on District preference for electronic or hardcopy.
- 2. Audit Checklists (Scope A):** Create recurring checklists for leaves, I-9s, personnel/medical file separation, OSHA logs, and training expirations.
- 3. Interactive Process and Reasonable Accommodation Procedures (Scope A):** Develop step-by-step procedures, roles, letters, and documentation packets.
- 4. Leave Management Procedures (Scope A):** Standardize eligibility triggers, notices, tracking, and return-to-work processes and procedures.
- 5. Discipline Consistency Procedures (Scope A):** Build MOU-aligned guidance for progressive discipline, Skelly steps (as applicable), documentation standards, and supervisor checklists.

### Deliverables:

- Procedures and tools for interactive process, leave, and discipline (Scope A).
- Ongoing Mentorship Session Summaries (Deliverable 6).

## PHASE 3

### Manager Toolkit Design and Production (April – June 2026)

**Objectives:** Co-develop and produce a comprehensive toolkit that equips supervisors and HR with practical, standardized, and compliant tools.

### Key Activities (Scope B):

1. **Template Suite (Scope B):** Templates and guides for performance evaluations; disciplinary forms and evidence logs; leave tracking tools; training logs and completion trackers; quick-reference summaries of employee rights and manager responsibilities.
2. **Forms, Letters, Checklists (Scope B):** Standardize common transactions such as onboarding, reclassification requests, evaluations, notices, investigatory interviews.
3. **Usability Testing:** Pilot within HR and then one to two additional divisions; refine for clarity and workload fit after testing.

### Deliverables:

- Manager Toolkit with templates, forms, guides (Deliverable 2).
- Ongoing Mentorship Session Summaries (Deliverable 6).

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## PHASE 4

### Handbook and Policy Modernization (June – August 2026)

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**Objectives:** Collaborate and update or draft a clear, compliant Employee Handbook and related policies.

### Key Activities (Scope C):

1. **Handbook Gap Matrix:** Map current handbook/policies to statute, MOUs, and best practices. Identify additions, consolidations, and retirements.
2. **Drafting & Co-Development:** Create plain-language policies on workplace conduct, leaves/benefits overviews, discipline standards, confidentiality, safety, performance expectations, complaint pathways, and other specifically intertwined items.
3. **Stakeholder Review:** Review for specific HR considerations and then facilitation of review cycles with other divisions, District leadership, counsel (if required); incorporation of received feedback and re-circulation of data, as necessary.
4. **Implementation Plan:** Collaborate with District leadership to outline union messaging.

### Deliverables:

- Manager Toolkit with templates, forms, guides (Deliverable 2).
- Ongoing Mentorship Session Summaries (Deliverable 6).

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## PHASE 5

### Evaluation and Discipline Frameworks, Training Tracking Systems (August – October 2026)

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**Objectives:** Finalize collaboration and co-development of supervisory systems that drive consistent practice and documentation.

### Key Activities (Scope B and E):

1. **Performance Evaluation Framework (Scopes B & E):** Define evaluation cycle, scoring criteria, narrative guidance, calibration steps, and improvement plans.



## Section 5: Proposal – Approach and Work Plan

- 2. Discipline Framework (Scope B):** Finalize protocols, thresholds, and documentation packets aligned with MOUs and due process.
- 3. Training Tracking System (Scope E):** Provide a scalable tracker, such as spreadsheet template or light Learning Management System (LMS)-ready outline) for required certifications, safety trainings, renewals, and supervisor completion reporting.
- 4. Supervisor Workshop Frameworks:** Development of short coaching modules on documentation, evaluations, corrective actions, leaves, and other scope-related basics.

### Deliverables:

- Performance Evaluation and Discipline Framework with tools (Deliverable 4)
- Training Tracking System Framework (Deliverable 5)
- Ongoing Mentorship Session Summaries (Deliverable 6).

## PHASE 6

### Implementation Support, Handover, and Sustainability (October – December 2026)

**Objectives:** Support rollout, spot-check implementation, institutionalize practices, and ensure sustainability.

### Key Activities (All, with emphasis on Scopes D and E):

- a. Implementation Coaching:** Support HR and applicable District staff as owner for rollout, communications, supervisor briefings, and adoption tracking.
- b. Metrics and Spot-Checks:** Define simple adoption metrics and schedule spot-checks to ensure metrics are being reached.
- c. Handover:** Consolidate all tools, procedures, forms, documents, and other job aids; finalize version control.
- d. Final Mentorship Retrospective:** Final documentation of knowledge transferred, skills gained, remaining development areas, and sustainability outlook.

### Deliverables:

- Final Capacity Building Report with achievements and next steps (Deliverable 7).
- Complete toolkit/source files and applicable update calendar.
- Final Mentorship Session Summary (Deliverable 6).

### Deliverables Summary Review

Scope	Outputs	Deliverable
A – Compliance	Assessment; calendar; audit checklist; interactive process and reasonable accommodation procedures; leave of absence and discipline standards	1 & 2

## Section 5: Proposal – Approach and Work Plan

B – Toolkit	Evaluation template; discipline toolkit; leave of absence tools and forms; training logs; reference guides	2, 4
C – Handbook/Policies	Updated handbook aligned with MOUs and law	3
D – Mentorship	Plan, session agendas, summaries, knowledge and skills tracking	6
E – Training and Evaluation	Training and tracking framework; evaluation and scoring criteria; documentation standards	4, 5
Closeout	Capacity building report; coaching; sustainability	7

### Governance, Roles, and Specific Communication

**Records:** Version-controlled repository in a system and/or format mutually agreed upon by District and Consultant. Version modifications to be completed with track changes standards, as available.

**Steering:** District leadership, assigned District staff, and Consultant meet weekly during Phases 2 – 5 and every other week during Phase 6.

**Collaborative and Co-Developed Work:** Assigned District staff and Consultant make good faith efforts to communicate timely and consistently keep work products moving forward. Consultant will lead push efforts as a mentorship moment on follow-up, prioritization, and systems thinking for scope and deliverables. Consultant may contact District leadership should assigned District staff be unresponsive after two attempts for collaborative engagement without response.

**Mentorship Pace:** Knowledge transfer and skill building through on-site or remote collaboration and co-development, with the option for District staff to request specific one-on-one meetings for concept deep-dives. This portion of the consulting engagement will be highly dynamic and require strong commitment to shadowing and reverse shadowing from the Consultant and District staff.

### Quality Assurance (QA) and Risk Management

**QA Reviews:** Legal and compliance checks embedded in all work products.

**Union Considerations:** All outputs respect active MOU language and represented boundaries and make every attempt possible to remain aware of and consider past practice (documented or undocumented). Any potential impacts flagged early for District handling.

**Adoption Risks:** Mitigated through creation of brief supervisor trainings, guides, and phased rollout.

## Section 6: Costs



The following rates reflect an introductory professional rate for Patton Public Consulting, LLC's inaugural year and are consistent with market norms for public sector HR consulting in California.

### **Optional Phase – Pre-Work Analysis**

\$125.00 per hour

Estimated level of effort: Up to 40 hours

Not to exceed: \$5,000.00

### **Proposal**

\$115.00 per hour

Estimated level of effort: Up to 1,000 hours

Not to exceed: \$115,000.00

### **Billing Terms**

**Invoicing:** Monthly, Net 30. Consultant will issue invoices monthly, typically within the first two (2) weeks of each month for services performed during the preceding month. Payment is due within thirty (30) calendar days of the invoice date ("Net 30"). If payment is not received within ninety (90) calendar days of the invoice date, Consultant reserves the right to suspend services until all past-due balances are paid in full. Services will resume upon receipt of payment unless otherwise mutually agreed in writing.

**Consulting Work Time:** Billed at the per hour rate listed for the applicable scope of performed work, above, regardless of modality.

**Consulting Travel Time and Mileage:** Travel time shall only be billed if Consultant is requested on-site, and shall be paid at the per hour rate listed for the applicable scope of performed work, above, with specific mileage exceptions:

- **Initial On-Site Immersion:** Reimbursement for mileage in accordance with applicable state/federal rates and IRS guidelines.
- **Requested On-Site After Initial Immersion:** Reimbursement for mileage in accordance with applicable state/federal rates and IRS guidelines will be billed only from the Consultants Chico, California home to PID's main office, or other requested work location. This concession is made as another acknowledgement of Patton Public Consulting, LLC's inaugural year and the Consultant's strong desire to build an agency that firmly believes in work-life balance, heavily focused on "life."

### **Insurance**

Patton Public Consulting, LLC will maintain:

- General Liability Insurance of \$1 million per occurrence / \$2 million aggregate.
- Professional Liability (Errors & Omissions) of \$1 million per occurrence.

Certificates of Insurance can be provided upon contract execution, if requested, and contracting agency must indicate if any specific additional insured language is required by their legal counsel.

## PID HUMAN RESOURCES MENTOR/CONSULTING SERVICES PROPOSAL ADDENDUM #1

**ORIGINAL PROPOSAL SUBMISSION DATE:**  
**ADDENDUM SUBMISSION DATE:**

November 17, 2025  
January 13, 2026

After discussion with PID leadership, this Addendum modifies and supersedes specific provisions of the original proposal in order to refine scope, adjust term, and restructure pricing into a fixed-fee, outcome-based engagement model. All other terms of the original proposal remain in effect unless expressly modified herein.

### **Exclusive Resource Commitment**

Patton Public Consulting provides exclusive single-consultant engagement services. All work products and mentorship are custom and specific to agency need. No pre-formatted templates, generic policy libraries, or rotating consultant teams are utilized. This model ensures consistency, cohesion, and the creation of sustainable products while preventing fragmentation of systems that commonly occurs when work is divided or repurposed.

### **Contract Term**

The contract term is hereby amended as follows:

Original Proposed Term:	January 1, 2026 – December 31, 2026
Revised Term:	February 16, 2026 – November 20, 2026

The revised term reflects a start date realigned with board approval timelines and a revised end date in consideration of District needs during year-end administrative cycles.

### **Removal of Optional Pre-Work Phase**

After discussion with PID leadership, the Optional Phase – Pre-Work Analysis is hereby removed in its entirety from the proposed scope of work. All consulting services will proceed directly under the collaborative, co-development model defined in the RFP and clarified under RFP Addendum No. 2.

### **Costs**

**Engagement Model Conversion to Fixed-Fee Package:** This engagement is hereby converted from an hourly “not-to-exceed” structure to a fixed-fee, outcome-based package.

**Total Contract Amount: \$63,900.00 (All Inclusive).** This amount includes all professional consulting services, co-development and drafting, mentorship, meetings, revision reviews, workshop prep sessions, and deliverables outlined the original proposal, phases 1 – 5. No hourly rate tracking or rate billing shall apply to this engagement.

**Invoicing:** The total fixed contract fee of \$63,900.00 shall be invoiced in nine equal installments of \$7,100.00 beginning thirty (30) calendar days after the contract effective date and continuing until the full contract amount has been billed.

Each invoice shall represent an equal portion of the total contract fee, regardless of variations in monthly workload, in recognition that services are delivered as part of an integrated, milestone-driven modernization program rather than on an hourly basis.

Payment terms shall remain Net 30 from invoice date.

In consideration of the reduced timeframe for this consulting engagement, if an invoice is not paid within sixty (60) days of the invoice date, the consultant reserves the right to suspend all services until all past-due balances are paid in full. Remaining services shall resume upon receipt of payment unless otherwise mutually agreed in writing.

**Early Termination and Payment:** Either party may terminate this engagement for convenience by providing the other party with thirty (30) calendar days written notice of intent to terminate. During the notice period, the Consultant shall continue to provide services in accordance with this engagement unless otherwise mutually agreed in writing.

In the event of termination prior to the revised contract end date, the Consultant shall be entitled to payment for all services performed and engagement capacity reserved through the effective termination date. Services performed up to the effective termination date shall be deemed accepted for purposes of payment.

If the effective termination date does not coincide with a scheduled billing date, the Consultant shall invoice and the District shall be responsible for payment of the next full scheduled billing installment. Partial billing cycles shall not be prorated.

**Insurance:** All insurance provisions stated in the original proposal remain in full force and effect and are incorporated herein by reference.

### **Initial On-Site Immersion**

The initial on-site immersion period is revised as follows:

If requested by the District, upon commencement of the contract Consultant will be available on-site for the first week of work to perform system walkthroughs, document reviews, priority mapping, relationship onboarding, and launch of collaborative workstreams.

All remaining services will be delivered primarily remotely, with additional on-site visits scheduled by mutual agreement.

Travel, mileage, lodging, and incidental expenses associated with on-site visits are not included in the fixed contract fee and shall be reimbursed in accordance with applicable IRS standard mileage rates and reasonable, customary travel expense standards.

## **Engagement Structure**

**Time Commitment:** This engagement shall be structured as a milestone-driven partnership, rather than a per-hour work model, where the District is purchasing defined outcomes and modernization deliverables.

- Consulting services will be delivered through scheduled collaboration blocks, mentorship sessions, drafting cycles, and implementation milestones. Collaborative hours and meetings are encouraged on a weekly basis but may vary based on phase and workstream.
- Consultant availability and collaborative work sessions shall be scheduled in advance by mutual agreement and shall occur on pre-designated days and time blocks established at the commencement of the engagement.
- The District acknowledges that this is a curated consulting and mentorship engagement with finite weekly capacity. District requests, meetings, drafting cycles, and mentorship activities related to this scope of work shall be reasonably managed and scheduled so as not to exceed an average of fifteen (15) hours per week. It shall be the responsibility of the District to appropriately schedule meetings, review cycles, and staff availability in support of this engagement to ensure timely progress within the defined capacity parameters.
- Deliverable timelines and milestone schedules are contingent upon timely District participation, review, approvals, collaborative work products and reviews, and access to necessary materials. Consultant shall not be responsible for delays or missed milestones caused by District inaction, unavailability, or failure to provide required input.

**Roles:** This engagement is structured as a collaborative consulting and mentorship partnership focused on strengthening PID's internal HR capacity and developing the Human Resources & Payroll Manager's long-term ability to independently lead and administer the District's HR division.

- Patton Public Consulting, LLC will provide strategic guidance, facilitation, co-development support, legal and compliance alignment, framework design, drafting assistance, and structured mentorship. The Consultant does not function as District staff augmentation or a temporary HR department and does not assume operational ownership of the District's HR program.
- Primary ownership and day-to-day responsibility for HR program administration, document maintenance, implementation, adoption, and execution of deliverables shall remain with the District and the HR & Payroll Manager.
- Unless otherwise noted, deliverables developed through this engagement are produced through joint and collaborative processes, with the HR & Payroll Manager serving as the principal author, custodian, and operational owner, and the Consultant serving as mentor, technical advisor, compliance reviewer, and framework architect.

- The purpose of this engagement is to transfer knowledge, systems, and professional competency, enabling the HR & Payroll Manager to sustainably operate, maintain, and advance the District's HR function following the conclusion of this contract.

## **Revised Phased Timeline & Scope of Work**

This fixed-fee engagement includes only the items listed in the original proposal, section 5 – *Phased Work Plan: Response to Request for Proposal*.

<b>Phase</b>	<b>Focus</b>	<b>Timeline</b>
<b>1</b>	<b>Initiation, Assessment, and Mentorship Plan</b>  <i>Consultant Generated Work:</i> <ul style="list-style-type: none"> <li>• Compliance Gap Analysis</li> <li>• Mentorship Action Plan</li> </ul> <i>Consultant and District Collaborative Work:</i> <ul style="list-style-type: none"> <li>• Document Review and System Walkthroughs</li> <li>• Process Mapping Workshops</li> <li>• Risk/Priority Matrix and Action Plan</li> </ul>	February 16 – March 13
<b>2</b>	<b>Compliance Infrastructure and Core Procedures</b>  <i>Consultant Generated Work:</i> <ul style="list-style-type: none"> <li>• Ongoing Mentorship Sessions</li> </ul> <i>Consultant and District Collaborative Work:</i> <ul style="list-style-type: none"> <li>• HR Compliance Calendar</li> <li>• Audit Checklists</li> <li>• Interactive Process and Reasonable Accom.</li> <li>• Leave Management Procedures</li> <li>• Discipline Consistency Procedures</li> </ul>	March 16 – April 24
<b>3</b>	<b>Manager Toolkit Design and Production</b>  <i>Consultant Generated Work:</i> <ul style="list-style-type: none"> <li>• Ongoing Mentorship Sessions</li> </ul> <i>Consultant and District Collaborative Work:</i> <ul style="list-style-type: none"> <li>• Manager Toolkit &amp; Template Suite</li> <li>• Forms, Letters, Checklists</li> <li>• Usability Testing</li> </ul>	April 27 – June 12
<b>4</b>	<b>Handbook and Policy Modernization</b>  <i>Consultant Generated Work:</i> <ul style="list-style-type: none"> <li>• Ongoing Mentorship Sessions</li> </ul> <i>Consultant and District Collaborative Work:</i> <ul style="list-style-type: none"> <li>• Handbook Gap Matrix</li> <li>• Manager Toolkit &amp; Template Suite</li> <li>• Policy Drafting and Co-Development</li> <li>• Stakeholder Review</li> <li>• Implementation Plan</li> </ul>	June 15 – August 7



<b>5</b>	<b>Evaluation, Discipline, and Training Systems</b> <i>Consultant Generated Work:</i> <ul style="list-style-type: none"> <li>• Ongoing Mentorship Sessions</li> </ul> <i>Consultant and District Collaborative Work:</i> <ul style="list-style-type: none"> <li>• Performance Evaluation Framework</li> <li>• Discipline Framework</li> <li>• Training Tracking System</li> <li>• Supervisor Workshop Frameworks</li> </ul>	August 10 – October 2
<b>6</b>	<b>Implementation Support and Sustainability</b> <i>Consultant Generated Work:</i> <ul style="list-style-type: none"> <li>• Implementation Coaching</li> <li>• Ongoing Mentorship Sessions</li> <li>• Final Mentorship Retrospective</li> </ul> <i>Consultant and District Collaborative Work:</i> <ul style="list-style-type: none"> <li>• Metrics and Spot-Check Development</li> <li>• Hand-off</li> </ul>	October 5 – November 20

This engagement includes up to two (2) formal revision cycles per major deliverable. Additional revisions, work beyond scope, or material expansion beyond the deliverables listed requires a written change order executed by both parties and may be subject to additional fees.

## References

Name	Title	Agency	Phone
Jamie Cannon	Human Resources Director	City of Rohnert Park	530-230-8278
Sharif Elmallah	Court Executive Officer	Butte County Superior Court	916-521-3626
Amber Foster	Labor Relations Officer	City of Sacramento	530-228-1987
Mark Orme	City Manager	City of Eastvale	530-228-3578

Submitted by,



Amanda Patton, Owner & Principal Consultant  
 Patton Public Consulting, LLC





# Paradise Irrigation District

6332 Clark Rd, Paradise, CA 95969 · 530-877-4971 · Fax: 530-876-0483 · [www.pidwater.com](http://www.pidwater.com)

TO: PID Board of Directors

FROM: Mickey Rich, Assistant District Manager

DATE: January 21, 2026

RE: Selection of Preferred Brand and Logo for Paradise Irrigation District

## **BACKGROUND**

As part of the District's rebranding effort, the Board authorized a professional services agreement with Tripepi Smith to assist in developing a refreshed brand identity, including a new logo. The intent of this work is to ensure the District's visual identity reflects its mission, values, and role as a modern, resilient public water agency.

## **PROCESS OVERVIEW**

The logo development process followed a structured and iterative approach, including:

- Review of the District's mission, service area, history, and community context;
- Consideration of how the logo will be used across a wide range of applications (signage, vehicles, uniforms, documents, digital platforms, and public outreach);
- Development of multiple logo concepts with variations in layout, color, and complexity; and
- Refinement of concepts to ensure legibility, flexibility, and long-term usability.

The Board is now being asked to select a preferred brand direction from the final logo options presented in the attached materials.

## **GOALS OF THE LOGO AND BRAND**

The selected logo should:

- Clearly and professionally represent Paradise Irrigation District as a trusted public utility;
- Be easily recognizable and legible at multiple sizes and in different formats;
- Work consistently across print, digital, apparel, and field applications;
- Reflect themes of water stewardship, reliability, and the District's connection to the Paradise community; and

- Provide a long-term identity that minimizes the need for frequent redesign.

## **DISCUSSION**

Staff is seeking Board direction on which logo concept best aligns with the District's identity and long-term vision. Board selection at this stage allows the consultant to complete final refinements and prepare standardized logo files and usage guidelines.

Selection of a preferred logo at this time simply allows the branding work to move forward in an orderly and efficient manner.

---

## **NEXT STEPS (FOLLOWING BOARD DIRECTION)**

If the Board selects a preferred logo, the following steps will occur:

1. Consultant finalizes the selected logo and supporting variations;
2. Development of basic brand standards and usage guidelines;
3. Staff prepares an implementation plan and timeline for phased adoption; and
4. Future updates to signage, materials, and digital assets occur gradually as part of normal replacement cycles or planned projects.

### **Recommended Action:**

Select a preferred brand and logo concept from the options presented and provide direction to staff to proceed with finalization and implementation.

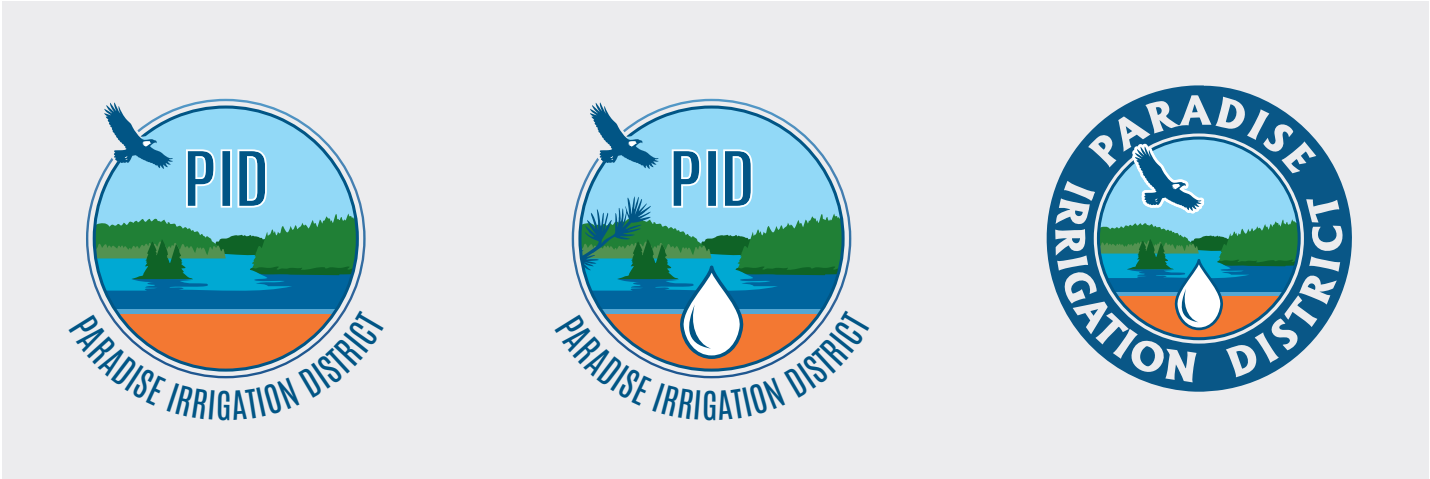
For additional consideration: alternates on option #2



1



2



3  
no tree branch or droplet

4  
tree branch + droplet

5  
ring from existing logo

1. Water Drop / Library will include different configurations.



Main



Horizontal



Initials



Simplified



Logotext

1. Water Drop / Each configuration comes with color versions.







# 1. Water Drop / Logo Context





2. Paradise Lake / Library will include different configurations.

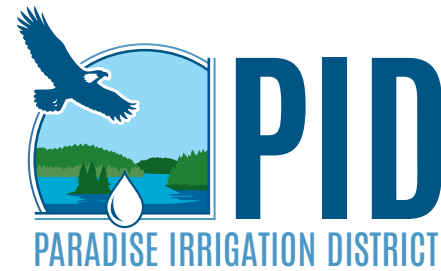
2 = simple (with droplet, without tree branch)



Main



Horizontal



Initials



Simplified

**PARADISE**  
IRRIGATION DISTRICT

Logotext



2. Paradise Lake / Each configuration comes with color versions.

2 = simple (with droplet, without tree branch)

Full Color



2-color



Blue



White



Black



PARADISE IRRIGATION DISTRICT



PARADISE IRRIGATION DISTRICT



PARADISE IRRIGATION DISTRICT



PARADISE IRRIGATION DISTRICT



PARADISE IRRIGATION DISTRICT



n/a



n/a

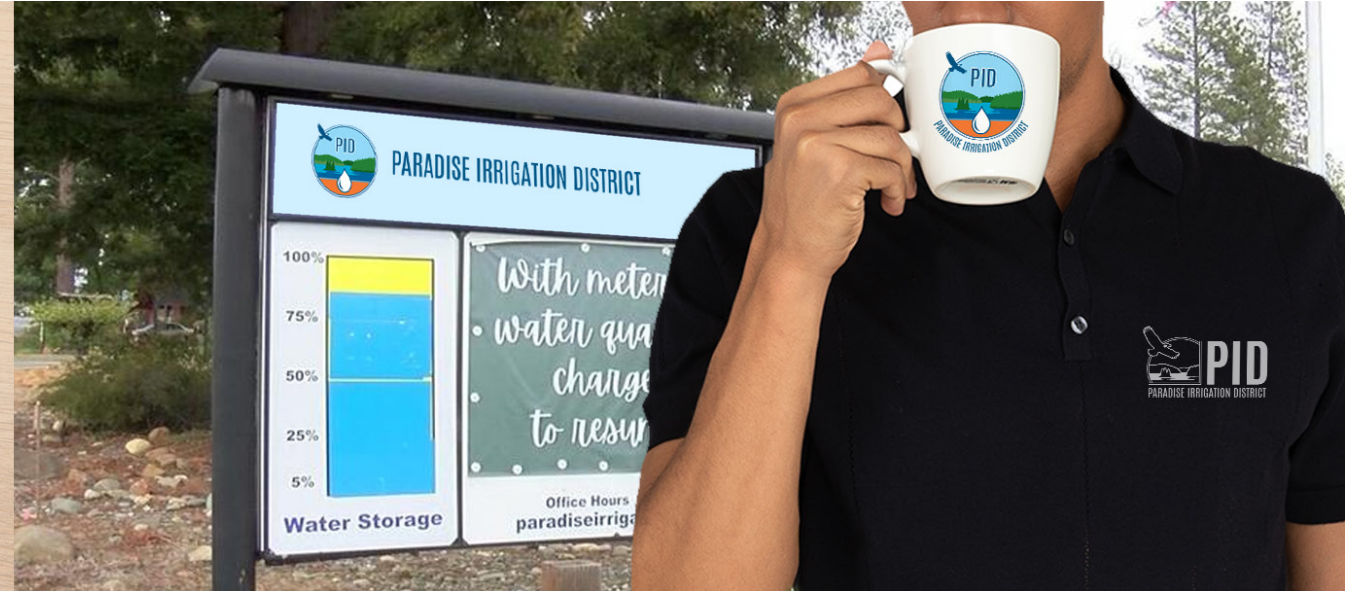


PARADISE  
IRRIGATION DISTRICT

PARADISE  
IRRIGATION DISTRICT

PARADISE  
IRRIGATION DISTRICT

PARADISE  
IRRIGATION DISTRICT







# Paradise Irrigation District

6332 Clark Rd, Paradise, CA 95969 · 530-877-4971 · Fax: 530-876-0483 · [www.pidwater.com](http://www.pidwater.com)

TO: PID Board of Directors

FROM: Darleen Sowers, Chief Financial Officer

DATE: 01/14/2026

RE: Contract for Audit Support Services  
01/21/2026 Board Meeting

## **Background:**

The Paradise Irrigation District is currently behind in the completion of its annual financial audits and must complete the audits for fiscal years 2023/2024 and 2024/2025. Timely completion of these audits is necessary to maintain compliance with regulatory and reporting requirements and to support the District's overall financial transparency and accountability.

The District's independent auditor, Richardson & Company, LLP, remains responsible for performing the audits and issuing audit opinions. However, due to internal capacity constraints and the volume of work required to become current, additional specialized accounting and audit support services are necessary to prepare audit-ready financial information, respond to auditor requests, and ensure compliance with applicable accounting standards.

Baker Tilly Advisory Group, LP has submitted an Engagement Letter and Scope Appendix to provide accounting, reporting, and audit support services. Baker Tilly has prior experience working with the District and familiarity with its operations, accounting systems, and reporting requirements, making them well-positioned to assist staff in addressing the audit backlog efficiently.

The proposed engagement is structured as a not-to-exceed professional services agreement and is considered a sole-sourced, specialized service due to Baker Tilly's prior involvement with the District and the technical nature of the work.

## **Recommendation:**

Approve the Engagement Letter and Scope Appendix with Baker Tilly Advisory Group, LP for accounting and audit support services, in an amount not to exceed \$60,000.

**Evaluation of Proposal:**

- Baker Tilly will provide hands-on accounting, reporting, and audit support to assist District staff in completing audits for fiscal years 2023/2024 and 2024/2025 and to support ongoing compliance with annual reporting requirements.
- Services include GAAP financial statement preparation, implementation assistance for new GASB pronouncements, and coordination support throughout the audit process with Richardson & Company, LLP.
- The engagement is structured on an hourly basis, with total fees capped at \$60,000 without further Board authorization.
- Baker Tilly's prior experience with the District reduces onboarding time and risk and supports continuity and efficiency in addressing the audit backlog.
- The engagement does not include audit or attestation services and does not impair auditor independence, as Baker Tilly will serve strictly in an advisory and support capacity.

The recommended form of motion is:

*"I move to authorize the District Manager to enter into a contract with Baker Tilly Advisory Group, LP as Paradise Irrigation's audit support consultant with a cost not to exceed \$60,000."*

Baker Tilly Advisory Group, LP  
9229 Delegates Row  
Suite 400  
Indianapolis, IN 46240  
United States of America

T: +1 (317) 465 1500  
F: +1 (317) 465 1550

bakertilly.com

January 12, 2026

Paradise Irrigation District  
Mr. Kevin Phillips, District Manager  
6332 Clark Road  
Paradise, CA 95969

RE: Engagement Letter Agreement Related to Services

This letter agreement (the Engagement Letter or Agreement) is to confirm our understanding of the basis upon which Baker Tilly Advisory Group, LP (Baker Tilly) and its affiliates are being engaged by the Paradise Irrigation District (the Client) to assist the Client with advisory services.

### **Scope, Objectives and Approach**

It is anticipated that projects undertaken in accordance with this Engagement Letter will be at the request of the Client. The scope of services, additional terms and associated fee for individual engagements will be contained in a Scope Appendix or Appendices to this Engagement Letter. Authorization to provide services will commence upon execution and return of this Engagement Letter and one or more Appendices.

### **Management's Responsibilities**

It is understood that Baker Tilly will serve in an advisory capacity with the Client. The Client is responsible for management decisions and functions, and for designating an individual with suitable skill, knowledge or experience to oversee the services we provide. The Client is responsible for evaluating the adequacy and results of the services performed and accepting responsibility for such services. The Client is responsible for establishing and maintaining internal controls, including monitoring ongoing activities.

The procedures we perform in our engagement will be heavily influenced by the representations that we receive from Client personnel. Accordingly, false representations could cause material errors to go undetected. The Client, therefore, agrees that Baker Tilly will have no liability in connection with claims based upon our failure to detect material errors resulting from false representations made to us by any Client personnel and our failure to provide an acceptable level of service due to those false representations.

The ability to provide service according to timelines established and at fees indicated will rely in part on receiving timely responses from the Client. The Client will provide information and responses to deliverables within the timeframes established in a Scope Appendix unless subsequently agreed otherwise in writing.

The responsibility for auditing the records of the Client rests with the Client's separately retained auditor and the work performed by Baker Tilly shall not include an audit or review of the records or the expression of an opinion on financial data.

### **Ownership of Intellectual Property**

Unless otherwise stated in a specific Scope Appendix, subject to Baker Tilly's rights in Baker Tilly's Knowledge (as defined below), Client shall own all intellectual property rights in the deliverables developed under the applicable Scope Appendix or Appendices (Deliverables). Notwithstanding the foregoing, Baker Tilly will maintain all ownership right, title and interest to all Baker Tilly's Knowledge. For purposes of this Agreement "Baker Tilly's Knowledge" means Baker Tilly's proprietary programs, modules, products, inventions, designs, data, or other information, including all copyright, patent, trademark and other intellectual property rights related thereto, that are (1) owned or developed by Baker Tilly prior to the Effective Date of this Agreement or the applicable Scope Appendix or Appendices (Baker Tilly's Preexisting Knowledge) (2) developed or obtained by Baker Tilly after the Effective Date, that are reusable from client to client and project to project, where Client has not paid for such development; and (3) extensions, enhancements, or modifications of Baker Tilly's Preexisting Knowledge which do not include or incorporate Client's confidential information. To the extent that any Baker Tilly Knowledge is incorporated into the Deliverables, Baker Tilly grants to Client a non-exclusive, paid up, perpetual royalty-free worldwide license to use such Baker Tilly Knowledge in connection with the Deliverables, and for no other purpose without the prior written consent of Baker Tilly. Additionally, Baker Tilly may maintain copies of its work papers for a period of time and for use in a manner sufficient to satisfy any applicable legal or regulatory requirements for records retention.

The supporting documentation for this engagement, including, but not limited to work papers, is the property of Baker Tilly and constitutes confidential information. We may have a responsibility to retain the documentation for a period of time sufficient to satisfy any applicable legal or regulatory requirements for records retention. If we are required by law, regulation or professional standards to make certain documentation available to required third parties, the Client hereby authorizes us to do so.

### **Timing and Fees**

Specific services will commence upon execution and return of a Scope Appendix to this Engagement Letter and our professional fees will be based on the rates outlined in such Scope Appendix.

Unless otherwise stated, in addition to the fees described in a Scope Appendix the Client will pay all of Baker Tilly's reasonable out-of-pocket expenses incurred in connection with the engagement. All out of pocket costs will be passed through at cost and will be in addition to the professional fee.

## **Dispute Resolution**

Except for disputes related to confidentiality or intellectual property rights, all disputes and controversies between the parties hereto of every kind and nature arising out of or in connection with this Engagement Letter or the applicable Scope Appendix or Appendices as to the existence, construction, validity, interpretation or meaning, performance, nonperformance, enforcement, operation, breach, continuation, or termination of this Agreement or the applicable Scope Appendix or Appendices as shall be resolved as set forth in this section using the following procedure: In the unlikely event that differences concerning the services or fees provided by Baker Tilly should arise that are not resolved by mutual agreement, both parties agree to attempt in good faith to settle the dispute by engaging in mediation administered by the American Arbitration Association under its mediation rules for professional accounting and related services disputes before resorting to litigation or any other dispute resolution procedure. Each party shall bear their own expenses from mediation and the fees and expenses of the mediator shall be shared equally by the parties. If the dispute is not resolved by mediation, then the parties agree to expressly waive trial by jury in any judicial proceeding involving directly or indirectly, any matter (whether sounding in tort, contract, or otherwise) in any way arising out of, related to, or connected with this Agreement or the applicable Scope Appendix or Appendices as or the relationship of the parties established hereunder.

Because a breach of any of the provisions of this Engagement Letter or the applicable Scope Appendix or Appendices as concerning confidentiality or intellectual property rights will irreparably harm the non-breaching party, Client and Baker Tilly agree that if a party breaches any of its obligations thereunder, the non-breaching party shall, without limiting its other rights or remedies, be entitled to seek equitable relief (including, but not limited to, injunctive relief) to enforce its rights thereunder, including without limitation protection of its proprietary rights. The parties agree that the parties need not invoke the mediation procedures set forth in this section in order to seek injunctive or declaratory relief.

## **Limitation on Damages**

To the extent allowed under applicable law, the aggregate liability (including attorney's fees and all other costs) of either party and its present or former partners, principals, agents or employees to the other party related to the services performed under an applicable Scope Appendix or Appendices shall not exceed the fees paid to Baker Tilly under the applicable Scope Appendix or Appendices to which the claim relates, except to the extent finally determined to have resulted from the gross negligence, willful misconduct or fraudulent behavior of the at-fault party. Additionally, in no event shall either party be liable for any lost profits, lost business opportunity, lost data, consequential, special, incidental, exemplary or punitive damages, delays or interruptions arising out of or related to this Engagement Letter or the applicable Scope Appendix or Appendices even if the other party has been advised of the possibility of such damages.

Each party recognizes and agrees that the warranty disclaimers and liability and remedy limitations in this Engagement Letter are material bargained for bases of this Engagement Letter and that they have been taken into account and reflected in determining the consideration to be given by each party under this Engagement Letter and in the decision by each party to enter into this Engagement Letter.

The terms of this section shall apply regardless of the nature of any claim asserted (including, but not limited to, contract, tort or any form of negligence, whether of you, Baker Tilly or others), but these terms shall not apply to the extent finally determined to be contrary to the applicable law or regulation. These terms shall also continue to apply after any termination of this Engagement Letter.

You accept and acknowledge that any legal proceedings arising from or in conjunction with the services provided under this Engagement Letter must be commenced within twelve (12) months after the performance of the services for which the action is brought, without consideration as to the time of discovery of any claim.

### **Other Matters**

In the event Baker Tilly is requested by the Client; or required by government regulation, subpoena, or other legal process to produce our engagement working papers or its personnel as witnesses with respect to its Services rendered for the Client, so long as Baker Tilly is not a party to the proceeding in which the information is sought, Client will reimburse Baker Tilly for its professional time and expenses, as well as the fees and legal expenses incurred in responding to such a request.

Neither this Agreement, any Engagement Letter, any claims nor any rights or licenses granted hereunder may be assigned, delegated or subcontracted by Client without the written consent of Baker Tilly. Baker Tilly may assign and transfer this Agreement and any Letter to any successor that acquires all or substantially all of the business or assets of Baker Tilly by way of merger, consolidation, other business reorganization, or the sale of interests or assets.

In the event that any provision of this Engagement Letter or statement of work contained in a Scope Appendix hereto is held by a court of competent jurisdiction to be unenforceable because it is invalid or in conflict with any law of any relevant jurisdiction, the validity of the remaining provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Engagement Letter or statement of work did not contain the particular provisions held to be unenforceable. The unenforceable provisions shall be replaced by mutually acceptable provisions which, being valid, legal and enforceable, come closest to the intention of the parties underlying the invalid or unenforceable provision. If the services should become subject to the independence rules of the U.S. Securities and Exchange Commission with respect to Client, such that any provision of this Engagement Letter would impair Baker Tilly's independence under its rules, such provision(s) shall be of no effect.

### **Termination**

Both the Client and Baker Tilly have the right to terminate this Engagement Letter, or any work being done under an individual Scope Appendix at any time after reasonable advance written notice. On termination, all fees and charges incurred prior to termination shall be paid promptly. Unless otherwise agreed to by the Client and Baker Tilly, the scope of services provided in a Scope Appendix will terminate 60 days after completion of the services in such Appendix.

### **Important Disclosures**

Incorporated as Attachment A and part of this Engagement Letter are important disclosures. These include disclosures that apply generally and those that are applicable in the event Baker Tilly is engaged to provide municipal advisory services.

This Engagement Letter, including the attached Disclosures as updated from time to time, comprises the complete and exclusive statement of the agreement between the parties, superseding all proposals, oral or written, and all other communications between the parties. Both parties acknowledge that work performed pursuant to the Engagement Letter will be done through Scope Appendices executed and made a part of this document.



Any rights and duties of the parties that by their nature extend beyond the expiration or termination of this Engagement Letter shall survive the expiration or termination of this Engagement Letter or any statement of work contained in a Scope Appendix hereto.

If this Engagement Letter is acceptable, please sign below and return one copy to us for our files.

Sincerely,

BAKER TILLY ADVISORY GROUP, LP

A handwritten signature in cursive script, appearing to read "Daniel A. Hedden".

Daniel A. Hedden, Principal

**Signature Section:**

The terms as set forth in this Engagement Letter are agreed to on behalf of the Client by:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## **Attachment A**

### **Important Disclosures**

#### Non-Exclusive Services

Client acknowledges and agrees that Baker Tilly and its affiliates, including but not limited to Baker Tilly US, LLP, Baker Tilly Advisory Group, LP, Baker Tilly Municipal Advisors, LLC, Baker Tilly Capital, LLC, and Baker Tilly Wealth Management, LLC, is free to render services to the Client or others and that Baker Tilly does not make its services available exclusively to the Client.

#### Affiliated Entities

Baker Tilly US, LLP and Baker Tilly Advisory Group, LP (BTAG) and its subsidiary entities provide professional services through an alternative practice structure in accordance with the AICPA Code of Professional Conduct and applicable laws, regulations and professional standards. Baker Tilly US, LLP is a licensed independent CPA firm that provides attest services to clients. BTAG and its subsidiary entities provide tax and business advisory services to their clients. BTAG, and its subsidiary entities are not licensed CPA firms. BTAG and its subsidiaries and Baker Tilly US, LLC are independent members of Baker Tilly International. Baker Tilly International Limited is an English company. Baker Tilly International provides no professional services to clients. Each member firm is a separate and independent legal entity, and each describes itself as such. BTAG, Baker Tilly US, LLP, nor any other member firms of Baker Tilly International has any liability for each other's acts or omissions. The name Baker Tilly and its associated logo is used under license with Baker Tilly International Limited.

Baker Tilly Wealth Management, LLC (BTWM), a U.S. Securities and Exchange Commission (SEC) registered investment adviser, controlled by BTAG. BTWM may provide services to the Client in connection with the investment of proceeds from an issuance of securities through Baker Tilly Investment Services, a Division of BTWM. In such instances, services will be provided under a separate engagement, for an additional fee. Notwithstanding the foregoing, Baker Tilly may act as solicitor for and recommend the use of BTWM, but the Client shall be under no obligation to retain BTWM or to otherwise utilize BTWM relative to Client's investments. The fees paid with respect to investment services are typically based in part on the size of the issuance proceeds and Baker Tilly may have incentive to recommend larger financings than would be in the Client's best interest. Baker Tilly will manage and mitigate this potential conflict of interest by this disclosure of the affiliated entity's relationship, a Solicitation Disclosure Statement when Client retains BTWM's services and adherence to fiduciary duty and/or fair dealing obligations to the Client.

Baker Tilly Capital, LLC (BTC) is a limited-service broker-dealer, controlled by BTAG, specializing in merger and acquisition, capital sourcing, project finance and corporate finance advisory services. BTC does not participate in any municipal offerings advised on by its affiliate Baker Tilly Municipal Advisors. Any services provided to Client by BTC would be done so under a separate engagement for an additional fee.

Baker Tilly Municipal Advisors (BTMA), controlled by BTAG, is a registered municipal advisor pursuant to Section 15B of the Securities Exchange Act, as amended and the rules and regulations adopted by the Municipal Securities Rulemaking Board (MSRB). As such, BTMA may provide certain specific municipal advisory services to the Client. BTMA is neither a placement agent to the Client nor a broker/dealer. The offer and sale of any bonds is made by the Client in the sole discretion of the Client, and under its control and supervision. The Client acknowledges that BTMA does not undertake to sell or attempt to sell bonds or other debt obligations and will not take part in the offer or sale thereof.

Moss Adams Wealth Advisors, LLC (MAWA), controlled by BTAG, is an SEC registered investment adviser. MAWA provides portfolio management, financial planning and retirement consulting services to its clients. Baker Tilly may provide services to the Client in connection with human resources consulting, including, but not limited to, executive recruitment, talent management and community survey services. In such instances, services will be provided under a separate scope of work for an additional fee. Certain executives of the Client may have been hired after the services of Baker Tilly were utilized and may make decisions about whether to engage other services of Baker Tilly or its affiliates. Notwithstanding the foregoing, Baker Tilly may recommend the use of Baker Tilly or a subsidiary, but the Client shall be under no obligation to retain Baker Tilly or an affiliate or to otherwise utilize either relative to the Client's activities.

Conflict Disclosure Applicable to Municipal Advisory Services Provided by BTMA

*Legal or Disciplinary Disclosure.* BTMA is required to disclose to the SEC information regarding criminal actions, regulatory actions, investigations, terminations, judgments, liens, civil judicial actions, customer complaints, arbitrations and civil litigation involving BTMA. Pursuant to MSRB Rule G-42, BTMA is required to disclose any legal or disciplinary event that is material to the Client's evaluation of BTMA or the integrity of its management or advisory personnel.

There are no criminal actions, regulatory actions, investigations, terminations, judgments, liens, civil judicial actions, customer complaints, arbitrations or civil litigation involving BTMA. Copies of BTMA filings with the SEC can currently be found by accessing the SEC's EDGAR system Company Search Page which is currently available at <https://www.sec.gov/edgar/searchedgar/companysearch.html> and searching for either Baker Tilly Municipal Advisors, LLC or for our CIK number which is 0001616995. The MSRB has made available on its website ([www.msrb.org](http://www.msrb.org)) a municipal advisory client brochure that describes the protections that may be provided by MSRB rules and how to file a complaint with the appropriate regulatory authority.

*Contingent Fee.* The fees to be paid by the Client to BTMA are or may be based on the size of the transaction and partially contingent on the successful closing of the transaction. Although this form of compensation may be customary in the municipal securities market, it presents a conflict because BTMA may have an incentive to recommend unnecessary financings, larger financings or financings that are disadvantageous to the Client. For example, when facts or circumstances arise that could cause a financing or other transaction to be delayed or fail to close, BTMA may have an incentive to discourage a full consideration of such facts and circumstances, or to discourage consideration of alternatives that may result in the cancellation of the financing or other transaction.

*Hourly Fee Arrangements.* Under an hourly fee form of compensation, BTMA will be paid an amount equal to the number of hours worked multiplied by an agreed upon billing rate. This form of compensation presents a potential conflict of interest if BTMA and the Client do not agree on a maximum fee under the applicable Appendix to this Engagement Letter because BTMA will not have a financial incentive to recommend alternatives that would result in fewer hours worked. In addition, hourly fees are typically payable by the Client whether or not the financing transaction closes.

*Fixed Fee Arrangements.* The fees to be paid by the Client to BTMA may be in a fixed amount established at the outset of the service. The amount is usually based upon an analysis by the Client and BTMA of, among other things, the expected duration and complexity of the transaction and the work documented in the Scope Appendix to be performed by Baker Tilly. This form of compensation presents a potential conflict of interest because, if the transaction requires more work than originally contemplated, Baker Tilly may suffer a loss.

Thus, Baker Tilly may recommend less time-consuming alternatives or fail to do a thorough analysis of alternatives.

BTMA manages and mitigates conflicts related to fees and/or other services provided primarily through clarity in the fee to be charged and scope of work to be undertaken and by adherence to MSRB Rules including, but not limited to, the fiduciary duty which it owes to the Client requiring BTMA to put the interests of the Client ahead of its own and BTMA's duty to deal fairly with all persons in its municipal advisory activities.

To the extent any additional material conflicts of interest have been identified specific to a scope of work the conflict will be identified in the respective Scope Appendix. Material conflicts of interest that arise after the date of a Scope Appendix will be provided to the Client in writing at that time.

**RE: Accounting and Reporting Support****DATE: January 12, 2026**

This Scope Appendix is attached by reference to the above-named engagement letter (the Engagement Letter) between Paradise Irrigation District, California, (the Client) and Baker Tilly Advisory Group, LP (Baker Tilly).

**SCOPE OF WORK**

Baker Tilly agrees to furnish and perform the following services as requested. Baker Tilly will provide services based on the fees authorized in this agreement toward supporting the Client in completing audits for the fiscal years ending June 30, 2024, June 30, 2025, and June 30, 2026. Additionally, Baker Tilly will provide advisory services on accounting and reporting processes to help ensure ongoing compliance with annual deadlines. Should the scope of work exceed the authorized amount under this agreement, we will promptly notify Client and provide an additional budget for Client consideration.

**A. Accounting and Reporting Support**

1. Provide as needed support for accounting and reporting processes related to the computerized accounting system modules of the Client as detailed below:
  - a) General Ledger;
  - b) Ledger Reconciliation;
  - c) Accounts Payable;
  - d) Cash Collection;
  - e) Payroll;
  - f) Reporting; and
  - g) Other (as necessary)
2. Provide as needed support for accounting and reporting processes for the Client as detailed below:
  - a) Cash and investments management;
  - b) Bond issues and other debt;
  - c) Property taxes;
  - d) Excise taxes;
  - e) Other operating revenues;
  - f) Personnel services;
  - g) Supplies;
  - h) Other services and charges;
  - i) Capital outlays;
  - j) Other disbursements;
  - k) Non-financial activity; and
  - l) Other accounting and reporting processes (as necessary)

3. Support services will be directed by the Client based on the scope and nature of the event. Baker Tilly's services include:
  - a) On-site support as needed;
  - b) Telephone support as needed;
  - c) E-mail support as needed;
  - d) Written communication as needed; and
  - e) Remote support via Internet as needed

**B. Audit Support**

1. Provide hands-on and advisory support throughout the audit process;
2. Ensure timely and accurate responses to auditor requests and facilitate a smooth audit experience

**C. GAAP Financial Statement Preparation**

1. Assist in the preparation and analysis of annual financial statements in accordance with U.S. GAAP.
2. Ensure compliance with all relevant accounting standards and regulatory requirements

**D. Implementation Assistance with New GASB Pronouncements**

1. Support the client in understanding, interpreting, and implementing new GASB standards.
2. Ensure timely adoption and accurate reporting under new pronouncements.

## COMPENSATION AND INVOICING

Fees for services set forth in the Scope Appendix will be billed at standard billing rates based upon the actual time and expenses incurred and will not exceed Sixty Thousand Dollars (\$60,000) without further authorization from the Client. Baker Tilly anticipates providing twenty-four to thirty-two hours of support per week. As such this agreement is anticipated to cover two to three months of support from date of approval.

### Standard Hourly Rates by Job Classification 1/1/2026

Title	Hourly Rate
Principals / Directors	\$510 - \$705
Managers / Senior Managers	\$330 - \$480
Consultants / Analysts / Senior Consultants	\$210 - \$320
Support / Paraprofessionals / Interns	\$120 - \$230

*\*Billing rates are subject to change periodically due to changing requirements and economic conditions. The Client will be notified thirty (30) days in advance of any change to fees. If Client does not dispute such change in fees within that thirty (30) day period, Client will be deemed to have accepted such change. The fees billed will be the fees in place at the time services are provided. Actual fees will be based upon experience of the staff assigned and the complexity of the engagement.*

The above fees shall include all expenses incurred except for direct, project-related expenses such as travel costs.

## BILLING PROCEDURES

**Normally, you will receive a monthly statement showing fees and costs incurred in the prior month.**

Occasionally, we may bill on a less frequent basis if the time involved in the prior month was minimal or if other arrangements are made. The account balance is due and payable on receipt of the statement.

### Nonattest Services

As part of this engagement, we will perform certain nonattest services. For purposes of the Engagement Letter and this Scope Appendix, nonattest services include services that the *Government Auditing Standards* refers to as nonaudit services.

We will not perform any management functions or make management decisions on your behalf with respect to any nonattest services we provide.

In connection with our performance of any nonattest services, you agree that you will:

- > Continue to make all management decisions and perform all management functions, including approving all journal entries and general ledger classifications when they are submitted to you.
- > Designate an employee with suitable skill, knowledge, and/or experience, preferably within senior management, to oversee the services we perform.
- > Evaluate the adequacy and results of the nonattest services we perform.
- > Accept responsibility for the results of our nonattest services.
- > Establish and maintain internal controls, including monitoring ongoing activities related to the nonattest function.

Conflicts of Interest

Attachment A to the Engagement Letter contains important disclosure information that is applicable to this Scope Appendix.

We are unaware of any additional conflicts of interest related to this Scope Appendix that exist at this time.

Termination

This Scope Appendix will terminate according to the terms of the Engagement Letter.

If this Scope Appendix is acceptable, please sign below and return one copy to us for our files. We look forward to working with you on this important project.

Sincerely,

BAKER TILLY ADVISORY GROUP, LP

A handwritten signature in black ink, appearing to read "Daniel A. Hedden".

Daniel A. Hedden, Principal

**Signature Section:**

The services and terms as set forth in this Scope Appendix are agreed to on behalf of the Client by:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_





# Paradise Irrigation District

6332 Clark Rd, Paradise, CA 95969 · 530-877-4971 · Fax: 530-876-0483 · www.pidwater.com

## 2025 COMMITTEES OF THE DISTRICT

DATE: January 23, 2025

MEMO TO: Board of Directors and PID Staff

FROM: Georgeanna Borrayo, District Secretary

SUBJECT: Committees of the District  
Updated ~~March 19~~November, 2025 Board of Directors Meeting

### **STANDING COMMITTEES:**

#### **ADMINISTRATION & PERSONNEL**

Review and recommend changes to the Board regarding the District's Policies/Rules and Regulations, participate in labor negotiations with employee representatives, and hold employee grievance hearings as provided in the Employee Rules and Regulations.

Bob Matthews	Chairperson
Marc Sulik	
Staff Member(s):	Kevin Phillips, Mickey Rich

#### **FINANCE**

Oversee and safeguard the District's assets by reviewing investment policies and strategies, banking relationships, annual budget, district audit, risk management, and significant financial and accounting issues.

Bob Matthews	<i>Chairperson</i>
Chris Rehmann	
Staff Member(s)	Kevin Phillips, Mickey Rich
Public Member(s):	Gary Ledbetter

#### **COMMUNITY RELATIONS**

Plan, develop, and help implement ongoing community relations and education outreach efforts to provide information and results-based guidelines to District Directors and staff to promote understanding, support shared goals, and build goodwill between the District and community. Committee members will continually review key issues as outlined in the Community Relations Plan (CRP) to ensure positive and interactive communications for District projects and shall also review information relating to water education and conservation efforts and proposed policy recommendations relating to the Camp Fire rebuild and recovery process.

Elliott Prest	<i>Chairperson</i>
Patricia Guillory	
Staff Members:	Mickey Rich, Kevin Phillips
Public Members:	Chuck Bell

#### **TOWN OF PARADISE / PID LIAISON**

Periodically meet with Town Council committee representatives to discuss common issues and items of mutual concern to the District and Town.

Bob Matthews	
+Board Member Rotation	
Staff Member(s):	Kevin Phillips, Mickey Rich

**AD HOC COMMITTEES / DELEGATE APPOINTMENTS:**  
(Water Rate Review, Strategic Planning, ACWA/JPIA, Butte County Special Districts Association, Union Negotiations, and other similar types of committees)

AD HOC NEGOTIATING COMMITTEE

Bob Matthews (Chairperson)  
Marc Sulik  
Staff: Kevin Phillips, Mickey Rich

PARADISE AD HOC SEWER COMMITTEE

Bob Matthews  
Marc Sulik  
Staff: Kevin Phillips

AD HOC DEMONSTRATION GARDEN COMMITTEE

Marc Sulik (Chairperson)  
Patricia Guillory  
Chuck Bell, Public Member  
Paradise Garden Club Members

ACWA JOINT POWERS INSURANCE AUTHORITY DIRECTOR REPRESENTATIVE & ALTERNATE

Periodically attend and represent the District at meetings of the Association of California Water Agencies and the Association of California Water Agencies Joint Powers Insurance Agency regarding issues of interest to the District.

Chris Rehmann	JPIA Director Representative
Kevin Phillips	JPIA Alternate