



# PARADISE IRRIGATION DISTRICT

6332 Clark Road, Paradise CA 95969 | Phone (530)877-4971 | Fax (530)876-0483

## AGENDA

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

**WEDNESDAY, AUGUST 15, 2018 – 6:30 PM**

- ❖ *The Board of Directors is committed to making its meetings accessible to all citizens. Any persons requiring a special accommodation to participate, is requested to contact the District Secretary at 530-877-4971, extension 2039 at least 48 hours in advance of the meeting.*
- ❖ *The Board of Directors or its President pursuant to Government Code section 54954.3 reserves the right to impose reasonable regulations governing public participation on agenda and non-agenda items, including limiting the total amount of time allocated to public testimony on particular issues and for each individual speaker.*
- 1. **OPENING:**
  - a. Call to Order
  - b. Public & Board Members; please silence your cell phones
  - c. Invocation and Pledge of Allegiance
  - d. Roll Call
- 2. **APPROVAL OF CONSENT CALENDAR:** *Action may be taken.*
  - a. Approval of Meeting Agenda Order
  - b. Approval of Minutes: Regular Meeting of July 18, 2018
- 3. **PUBLIC PARTICIPATION:**

Individuals will be given an opportunity to address the Board regarding matters not scheduled on the agenda, although the Board cannot take action on any matter not on the agenda. Comments will be limited to 5 minutes per speaker. Opportunity for public comment on agenda items will be provided at the time they are discussed by the Board with comments limited to 5 minutes per agenda item.
- 4. **STAFF AND BILLING REPORTS:** Review and acceptance of the July, 2018 Staff and Billing Reports. *Action may be taken.*
  - a. Staff Report for July, 2018
  - b. Billing Report for July, 2018
- 5. **DISTRICT MANAGER'S REPORT:** A written report on various projects. *Information item only.*
- 6. **TREASURER'S REPORT:** Review and acceptance of the Treasurer's Report for the period ending July 31, 2018. *Action may be taken.*
- 7. **APPROVAL OF CHECKS:** Approval of General Fund Check Numbers 52147 through 52225 for the month of July, 2018 totaling \$558,993.99, and authorization of a similar amount allowing or adjusting for extraordinary budget or Board approved items during the month of August. *Action may be taken.*
- 8. **LEGAL REPORT:** A verbal update from Legal Counsel. *Information item only.*
- 9. **UNFINISHED BUSINESS:** None to Report.

**10. NEW BUSINESS:**

- a. Assistant District Manager Position Description (Director Sulik): Consider approval to reclassify the Chief Financial Officer to Assistant District Manager and approve the proposed job description. *Action may be taken.*
- b. Water Quality Technician Position Description (Manager Fortner/Jim Passanisi): Consider approval to reclassify the Distribution System Operator position to Water Quality Technician and approve the proposed job description. *Action may be taken.*
- c. Reservoir B Replacement Project (Manager Fortner): Authorize the District Manager to proceed with design, bid process, and construction for the Reservoir B Rehabilitation Project. *Action may be taken.*
- d. Community invitation to "Meet and Greet" PID's new District Manager on Wednesday, September 12, 2018 from 6:30 – 8:00 p.m. at the Paradise Senior Center (President Wentland/Staff). *Information item only.*

**11. COMMITTEE REPORTS:** *Informational items only.*

- a. Board oral report(s) regarding their representation on Commissions/Committees/Conferences:
  - 1. Paradise Lake & Recreation Committee (Directors Sulik & Kellogg – Chairperson)

**12. DIRECTORS' COMMENTS:** *Information Item Only.*

**13. CLOSED SESSION:**

- a. CONFERENCE WITH LABOR NEGOTIATORS (Government Code section 54957.6)
  - Employee organizations: General Unit represented by I.B.E.W., Local 1245 and Management Unit represented by Teamsters, Local 137
  - PID designated representative: Emily LaMoe

**14. CLOSED SESSION ANNOUNCEMENT**

**15. ADJOURNMENT**

CONSENT CALENDAR  
REGULAR MEETING  
PARADISE IRRIGATION DISTRICT  
BOARD OF DIRECTORS

AUGUST 15, 2018

A. APPROVAL OF MEETING AGENDA ORDER

B. APPROVAL OF MINUTES: Regular Meeting of July 18, 2018

MINUTES

REGULAR MEETING  
BOARD OF DIRECTORS  
PARADISE IRRIGATION DISTRICT  
JULY 18, 2018

The regular meeting of the Board of Directors of the Paradise Irrigation District was called to order at 6:30 p.m. by President Dan Wentland, followed by an Invocation and the Pledge of Allegiance to the Flag of the United States of America.

OPENING

BOARD MEMBERS PRESENT: Directors Marc Sulik, Vice-President Anne Rice, Bob Prevot, Bill Kellogg, and President Dan Wentland

ROLL CALL

BOARD MEMBERS ABSENT: None

STAFF PRESENT: District Manager Ed Fortner, CFO/Treasurer Kevin Phillips, and Secretary Georgeanna Borrayo

ALSO PRESENT: PID Legal Counsel Emily LaMoe and members of the public

Board members reviewed consent calendar items as follows:

APPROVAL OF  
CONSENT  
CALENDAR  
(Item 2.a. – 2.d.)

2.a. Approval of Meeting Agenda Order

2.b. Approval of Minutes:

1. Regular Meeting of June 12, 2018
2. Special Meeting of June 26, 2018
3. Special Meeting of June 29, 2018
4. Special Meeting of July 3, 2018

2.c. Approval of Future Pipeline Agreement between PID & Grant & Kasey Baines

2.d. Approval of Purchase for District Facilities Padlock Change Out

Staff provided clarification regarding item 2.d., District Facilities Padlock Change Out. It was moved by Director Rice and seconded by Director Sulik to approve the consent calendar as presented.

AYES: Directors Sulik, Rice, Prevot, and Wentland

NOES: Director Kellogg

ABSENT: None

**Motion passes 4-1**

Ward Habriel commented on the following: 1) Welcomed the new manager, Ed Fortner, to Paradise; 2) Manager salary and benefit package exceeding the amount originally communicated; 3) Thanked Kevin Phillips for his work and professionalism as Interim District Manager; 4) Congratulated Bob Prevot on his appointment to the Division 5 Director seat; 5) Successful grand opening of the PID Demonstration Garden; 6) Public appearance regarding transparency; i.e., closed session reporting and noticing meetings as soon as possible; 6) His attendance at the July 13 hearing regarding existing litigation (Butte County Superior Court Case No. 17CV02546 3); and 7) Director practice and protocol when making a personal comment regarding another Board member.

PUBLIC  
PARTICIPATION  
(Item 3)

Fred Hofer commented on the following: 1) He feels the Board is very responsible and cares about the future of the District's water supply; 2) Completion of the demonstration garden and encouraging more gardening; and 3) Communicating information on the status of the spillway condition assessments and California's two new long-term



conservation bills (SB 606 and AB 1668) in the monthly WaterTalk newsletter.

JUNE, 2018 STAFF &  
BILLING REPORTS  
ACCEPTED  
(Item 4.a. & 4.b.)

Board members reviewed written Staff and Billing Reports. It was moved by Director Rice and seconded by Director Prevot to accept the Staff and Billing Reports for the month of June, 2018 as presented.

AYES: Directors Sulik, Rice, Prevot, Kellogg, and Wentland  
NOES: None  
ABSENT: None

**Motion passes 5-0**

DISTRICT  
MANAGER'S  
REPORT  
(Item 5)

The Board reviewed a written report from Kevin Phillips regarding the status of current projects. Additional comments included:

District Manager Position: Welcomed Ed Fortner to PID. Ed has been gracious and generous with his time and he looks forward to working with him. Manager Fortner also extended appreciation to Kevin and PID staff.

NPDES Permit Renewal Assistance: The Central Valley Regional Water Quality Control Board has issued a list of water quality screening requirements for the upcoming permit. Low level DCBM monitoring results have been reported in the screening process.

Reservoir "B" Replacement: PID Legal Counsel assisted staff on evaluating options concerning right-of-way/easement acquisition associated with the Zone A transmission pipeline project. The District has hired Blackwater Engineering to conduct a preliminary title search. The consultant is scheduled to meet with county personnel at the end of this month.

TREASURER'S  
MEMO ACCEPTED  
FOR PERIOD  
ENDING  
JUNE 30, 2018  
(Item 6)

Board members reviewed a written Treasurer's memo for the period ending June 30, 2018. Manager Phillips further reported sending a rough draft of the Budget for fiscal year 2018/2019 to management staff. Upon receiving staff confirmation on capital budget requests, a budget presentation will be scheduled for the Board's review and input. Manager Phillips added the vacant Office & Customer Service Manager position has been advertised. The closing date is Friday, August 3, 2018.

It was moved by Director Rice and seconded by President Wentland to accept the Treasurer's memo for the period ending June 30, 2018.

AYES: Directors Sulik, Rice, Prevot, Kellogg, and Wentland  
NOES: None  
ABSENT: None

**Motion passes 5-0**

APPROVAL OF  
CHECKS FOR THE  
MONTH OF JUNE,  
2018  
(Item 7)

Board members reviewed accounts payable reports for the month of June, 2018. It was moved by President Wentland and seconded by Director Rice to approve General Fund Check Numbers 52006 through 52146 for the month of June, 2018 totaling \$489,182.87, exclusive of voided check numbers 52025, 52029, 52051, 52071, and 52083, and authorization of a similar amount allowing or adjusting for extraordinary budget or board approved items during the month of July.

AYES: Directors Sulik, Rice, Prevot, Kellogg, and Wentland  
NOES: None  
ABSENT: None

**Motion passes 5-0**

California WaterFix (twin tunnels project): Presentation of rebuttal testimony for parties participating in Part 2 of the WaterFix change petition hearing is scheduled to start on August 2, 2018. Attorney Dustin Cooper continues to monitor this project.

LEGAL REPORT  
(Item 8)

Public Records Act Request regarding Long-Term Urban Conservation Mandates: Attorney Emily LaMoe reported this matter is regarding litigation initiated on behalf of PID and other water agencies regarding a Public Records Act Request submitted to the State Water Resources Control Board seeking production of documents in anticipation of a legislative battle over new long-term urban conservation mandates. This case is ongoing. Additional information may be available to report at the next meeting.

Unfinished business - None to report.

UNFINISHED  
BUSINESS

Treasurer Phillips reported this agenda item is an action the Board takes annually to allocate and establish the District's appropriation limit for the property taxes that are received each fiscal year; adding PID collects approximately \$240,000 in property taxes annually.

NEW BUSINESS:  
RESOLUTION NO.  
2018-10 ADOPTED  
ESTABLISHING  
APPROPRIATION  
LIMIT OF THE  
DISTRICT FOR  
FISCAL YEAR  
2018/19  
(Item 10.a.)

It was moved by Director Sulik and seconded by President Wentland to adopt Resolution No. 2018-10 establishing the appropriation limit of the District at \$1,586,020 for Fiscal Year 2018/19 pursuant to Article XIII B of the California Constitution. Directors' votes were polled as follows by roll call:

AYES: Directors Sulik, Rice, Prevot, and Wentland  
NOES: Director Kellogg  
ABSENT: None

**Motion passes 4-1**

Treasurer Phillips confirmed Section 25806 and 25807 of the California Water Code provides the authority to add certain unpaid charges to the District's assessment roll and to become part of the annual secured property tax roll levied upon the land in which the charges are unpaid.

RESOLUTION NO.  
2018-11 ADOPTED  
TRANSMITTING  
DELINQUENT  
WATER CHARGES  
TO BUTTE COUNTY  
(Item 10.b.)

It was moved by Director Rice and seconded by Director Kellogg to adopt Resolution No. 2018-11 transmitting delinquent water charges to the County of Butte to place on the secured tax roll. Directors' votes were polled as follows by roll call:

AYES: Directors Sulik, Rice, Prevot, Kellogg, and Wentland  
NOES: None  
ABSENT: None

**Motion passes 5-0**

Ad Hoc Demonstration Garden Committee: Board members received a written summary of the June 21, 2018 committee meeting. The purpose of this meeting was to finalize details for the demonstration garden. This was the final meeting for the Ad Hoc Demonstration Garden Committee. Going forward, the Grand Opening and ongoing maintenance will be handled by the Community Relations Committee. The Demonstration Garden Grand Opening is scheduled on June 29 at 10:00 a.m.

COMMITTEE  
REPORTS  
(Item 11.a.1. & 2.)

Community Relations Committee: Director Rice reported primary discussion focused on the PID Demonstration Garden with regard to the dedication ceremony and grand opening, brochure, garden web page, and future maintenance program. The next meeting is scheduled on September 6, 2018 at 9:00 a.m.

COMMITTEE  
REPORTS  
CONTINUED

Paradise Lake & Recreation Committee: Directors Kellogg and Sulik indicated the committee met on June 13, 2018. Business included updates regarding the Paradise Lake Boat Launch No. 1 – Improvement to existing parking area, water supply progress report on current projects, and a 2018 Kid's Fishing Day financial summary report. The next meeting will be held at the Water Treatment Plant on August 8, 2018 at 9:00 a.m.

DIRECTORS'  
COMMENTS  
(Item 12)

Director Sulik: Thanked members of the public for their participation.

President Wentland: Thanked Kevin Phillips for his positive comments welcoming the new District Manager.

BOARD RECESS

President Wentland called for a Board recess at 8:01 p.m.

MEETING  
RECONVENED

President Wentland reconvened the regular meeting at 8:06 p.m.

CLOSED SESSION  
(Items 13.a. & 13.b.)

President Wentland announced closed session discussion items. As there were no comments regarding closed session, the Board adjourned to closed session at 8:07 p.m. regarding the following:

- 13.a. CONFERENCE WITH LABOR NEGOTIATORS (Government Code section 54957.6)  
Employee organizations: General Unit represented by I.B.E.W., Local 1245 and management Unit represented by Teamsters, Local 137  
PID designated representative: Emily LaMoe

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

- 13.b. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Paragraph (a) of subdivision (d) of Government Code section 54956.9): Neil Essila et al v. Paradise Irrigation District et al. Butte County Superior Court Case No. 17CV02546.

*Closed Session Announcement: Direction has been given to Legal Counsel.*

CLOSED SESSION  
ANNOUNCEMENT

President Wentland reconvened the regular meeting at 8:45 p.m. and provided a closed session announcement regarding agenda items 13.a. and 13.b. as listed above in italicized print.

ADJOURNMENT

It was moved by President Wentland to adjourn the meeting. The regular meeting was adjourned at 8:46 p.m.

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

\_\_\_\_\_  
Daniel Wentland, President

**STAFF REPORT  
FIELD OPERATIONS  
JULY 2018**

**TRANSMISSION & DISTRIBUTION**

**MAINTENANCE WORK.**

- Crews have been taking care of leaks/maintenance issues.
- 17 Mainline leaks were repaired this month. 7 were leak detection leaks.
- 425 Firefly's were replaced this month.
- 3 service lines were repaired/replaced this month.
- 1 hydrant was repaired this month.
- 1 hydrant was installed this month.

**PFD/PID JOINT PIPELINE PROJECTS**

- Use hydrant surcharge funds to upgrade substandard mains.
- The Country Club project is now complete.
- Crestview/Crestwood project is in progress.

**DEVELOPMENT PROJECTS**

- None at this time.

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

- 2 new mod 35 meters were installed for 5630 Scottwood Dr. (meter double new homes)
- Upgraded from ¾" to 1.5" for 926 Buschmann Rd. (Future apartments)
- Permanent removal of 1.5" meter @ 6933 Skyway.
- Permanent removal of 1" meter @ 6933-5 Skyway.

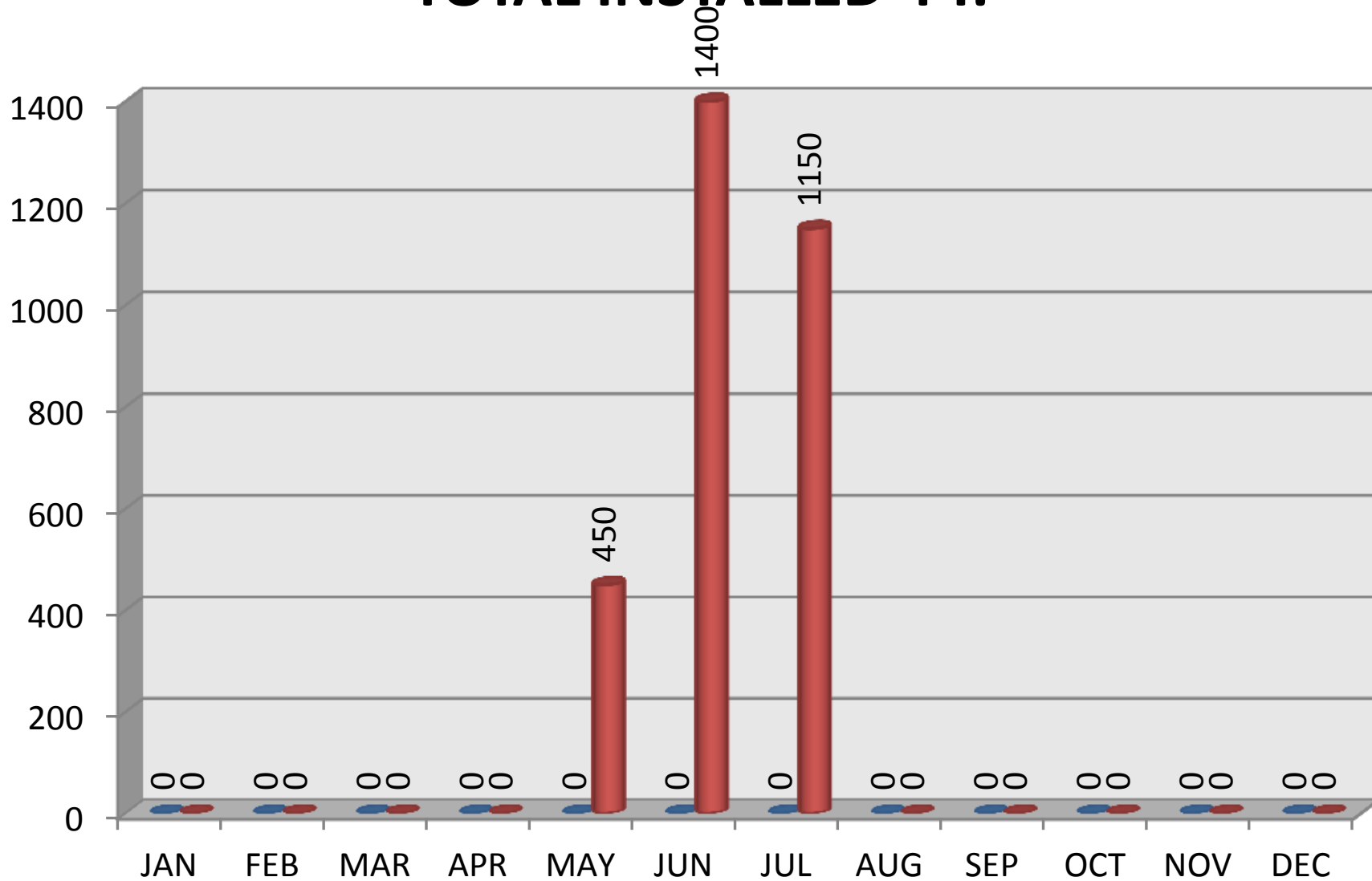
**CRESTVIEW/CRESTWOOD PIPELINE PROJECT**

- Project is in underway and going well.

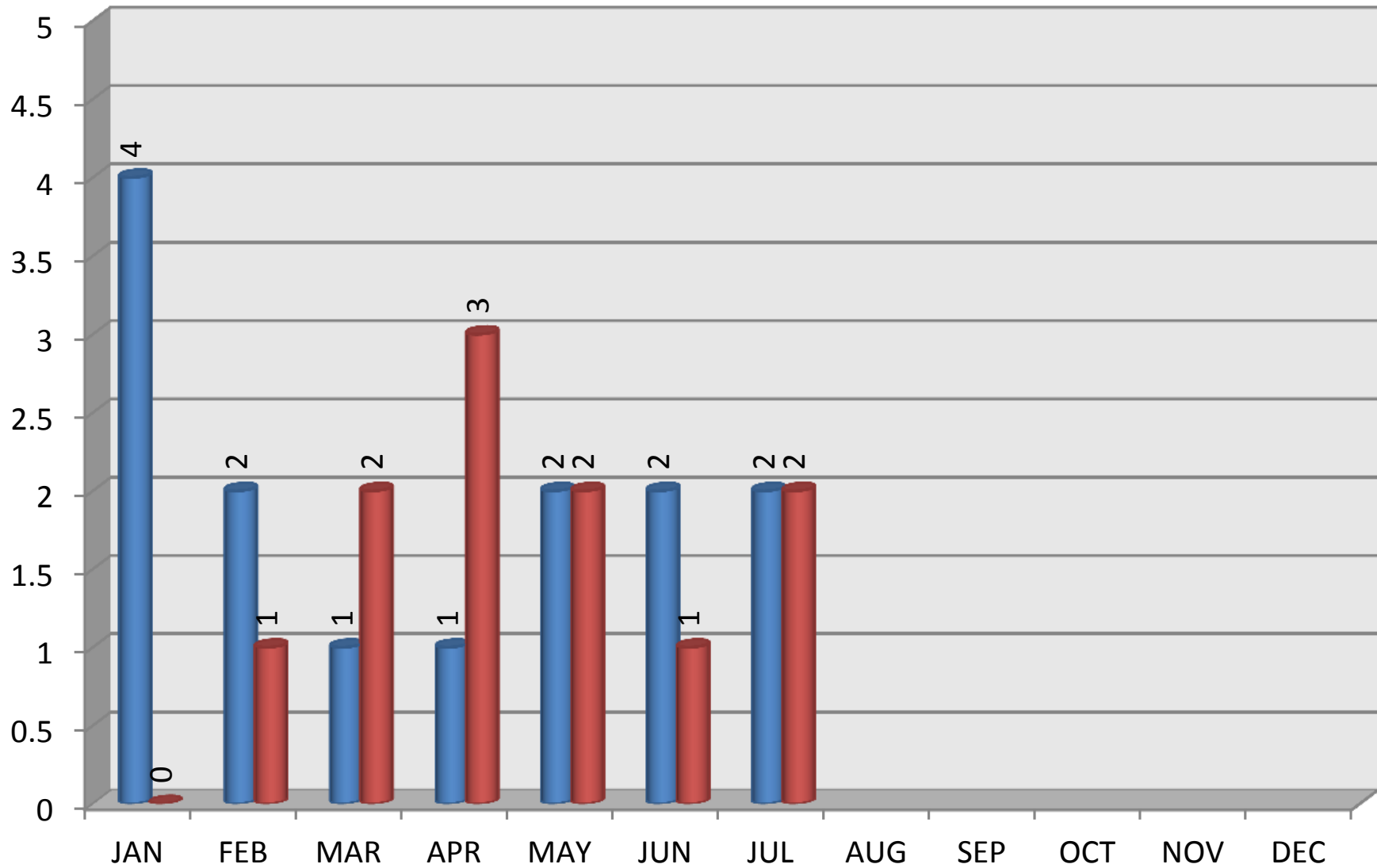
**SUMMARY**

- The pipeline crew completed the installation of 3,000' of 8" pipe and hydrants by the end of July. Currently, the crews are installing service lines and once all customers are tied in to the new main, they will start the asphalt restoration process. Currently, most of our employees are concentrating their efforts on this project and will continue to do so until the project is complete. They have done an excellent job, especially with the extreme weather conditions/smoke.
- Leak Detection efforts continue as time allows for both finding leaks and going back out and making repairs. We try to "listen" 2 days a week; of course, this depends on work load and unforeseen issues/leaks that come up.
- We have 2 temporary laborers on board to assist with our current construction season and they are working out nicely.
- We are assisting the meter shop with the firefly replacements. Two of our utility workers are focusing on the change outs to insure our system is operating properly on a daily basis.
- We continue to take care of the daily needs of the District and maintenance issues providing excellent customer service.

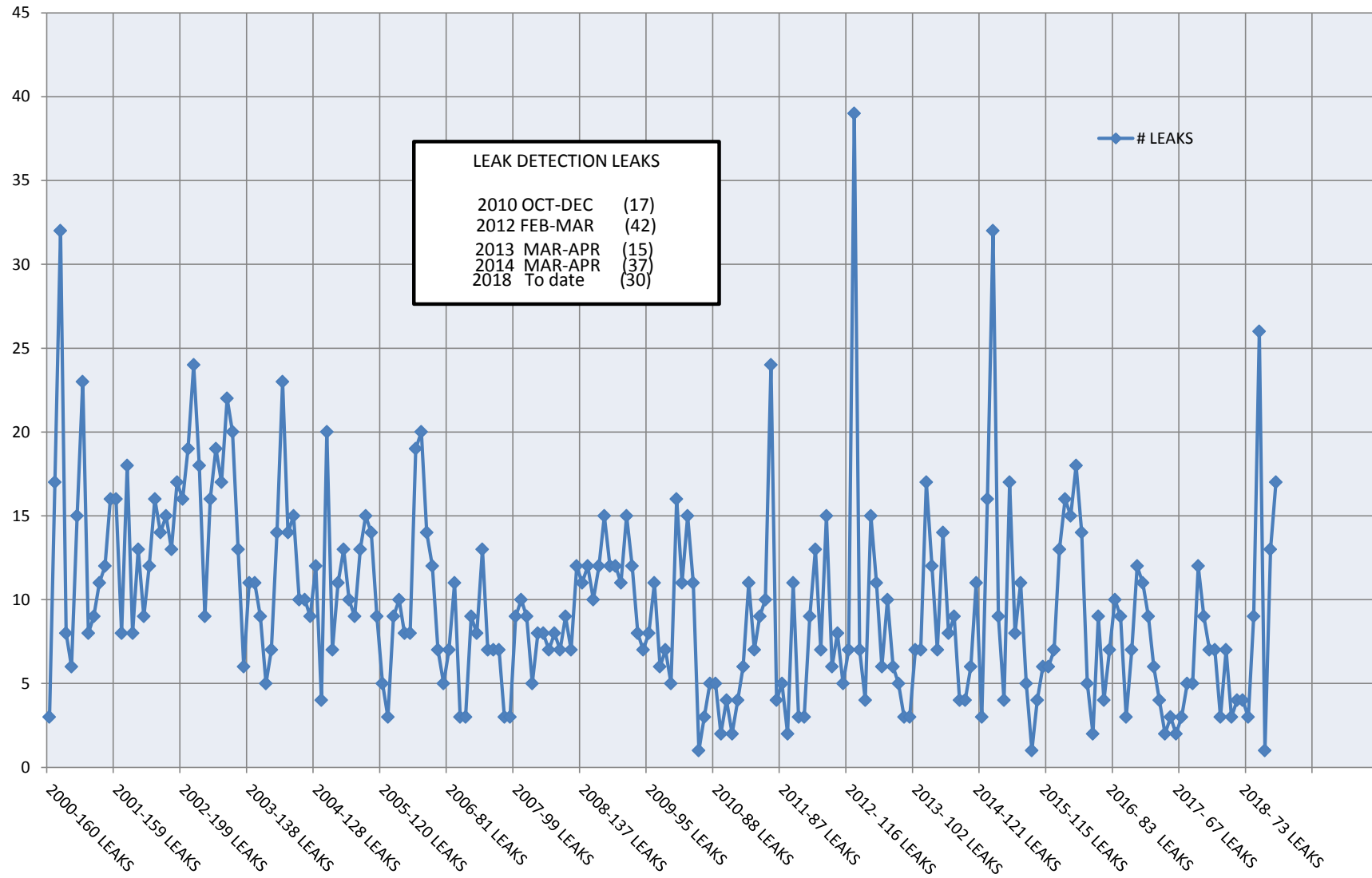
# MONTHLY PIPE INSTALLATION 2018, TOTAL INSTALLED FT.



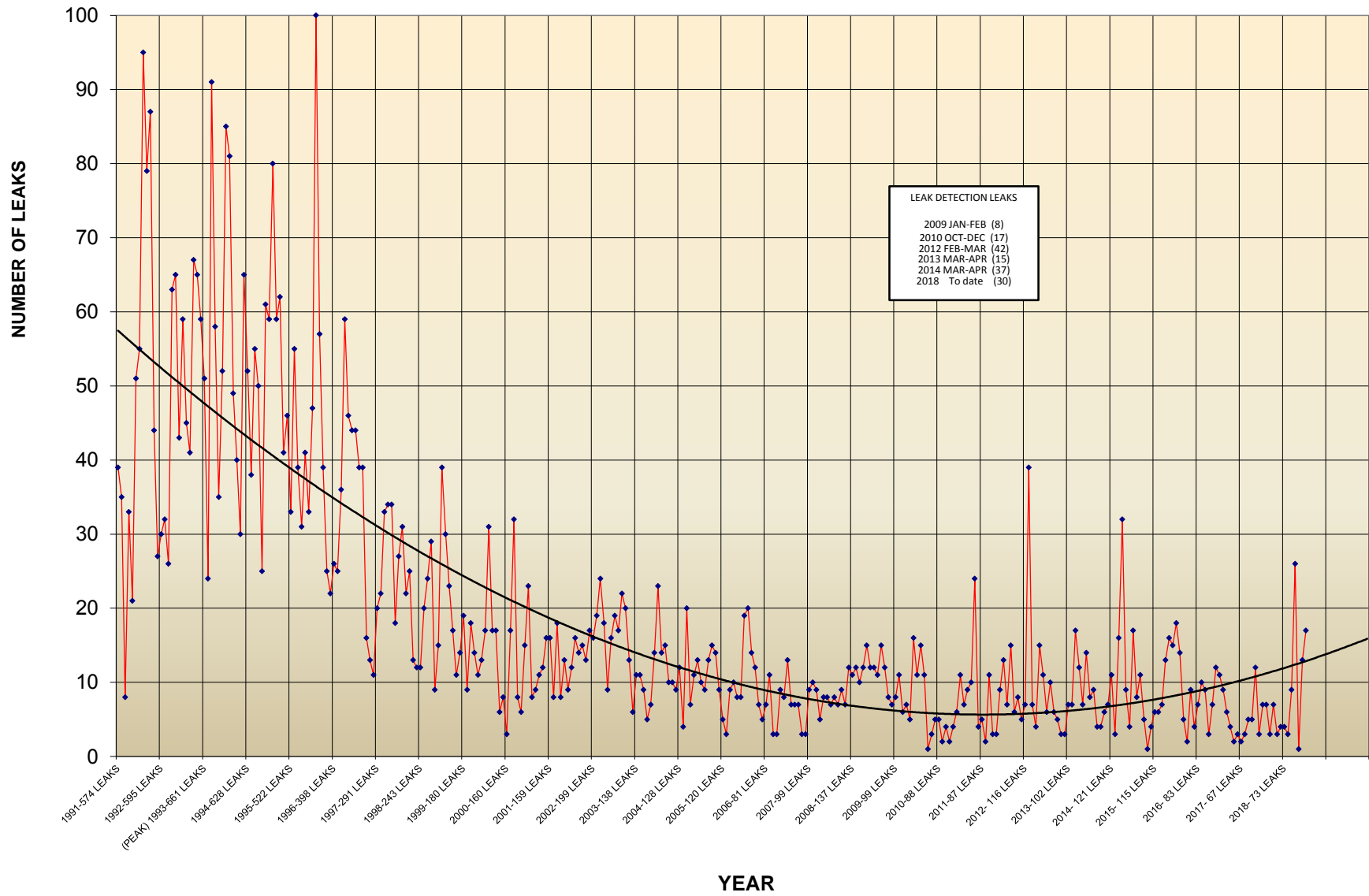
## 2018 METER WORK: 14 REPLACED; 11 NEW



## # MAINLINE LEAKS

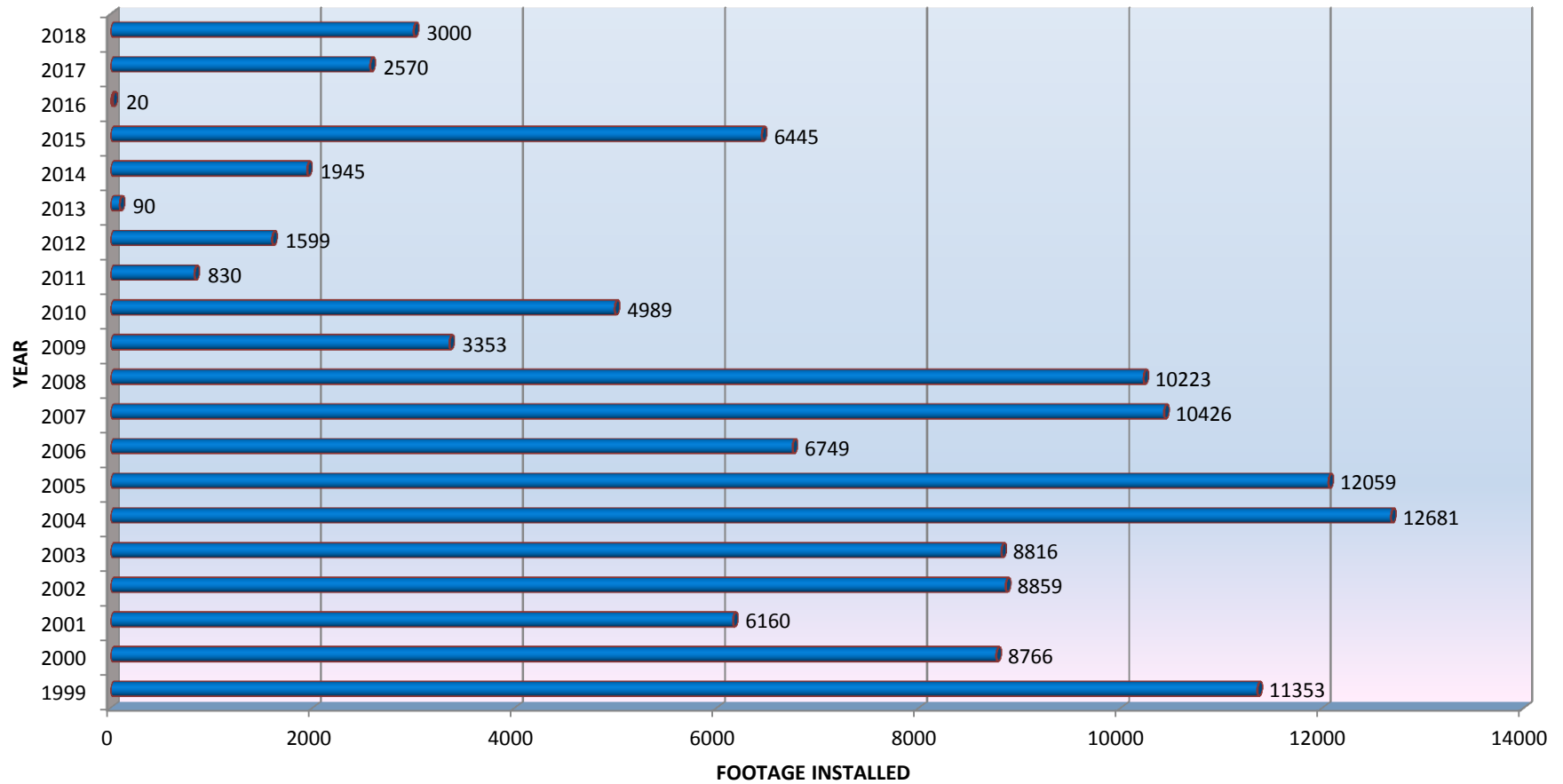


## MONTHLY LEAK HISTORY 1991 TO PRESENT

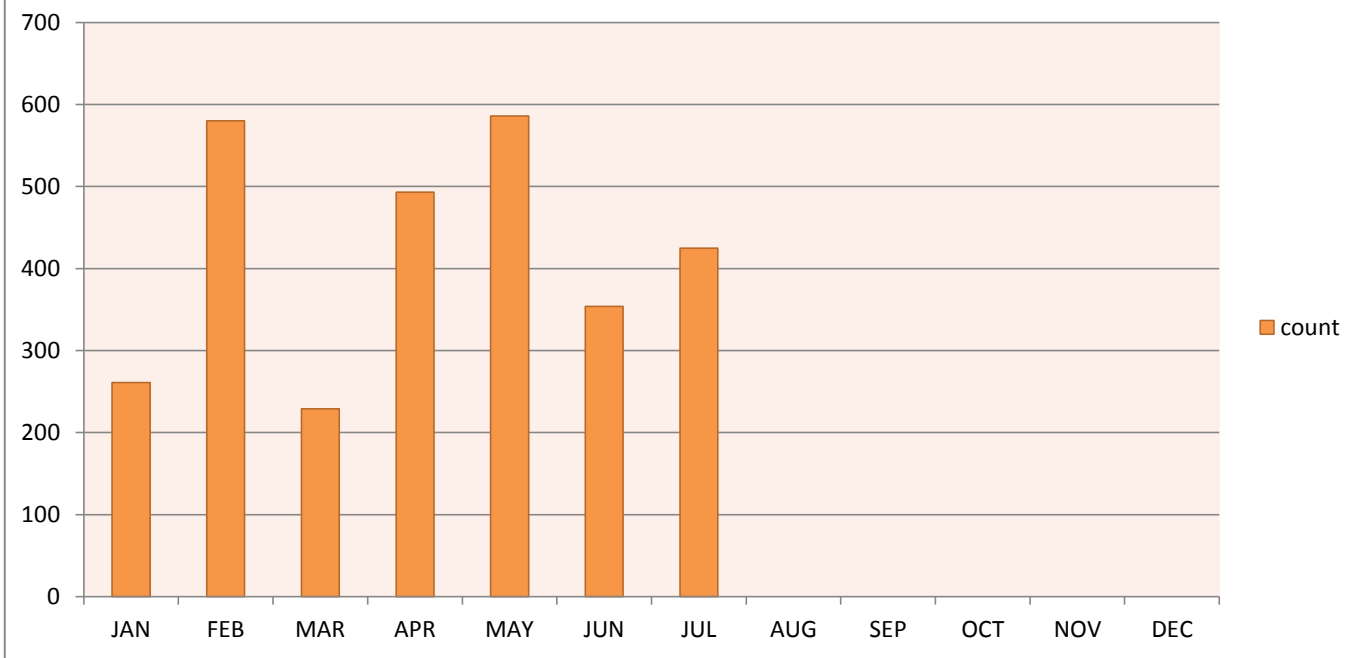




## PIPELINE INSTALLATION HISTORY



## FIREFLY REPLACEMENTS 2018



TYPE PIPE	FEET	MILES	%
Asbestos Cement	91375	17.31	10.0%
Ductile Iron	2191	0.41	0.2%
C-900 PVC 4" to 12"	281308	53.28	30.9%
Cast Iron	1780	0.34	0.2%
Cement Mortar Lined	175060	33.16	19.2%
Galvanized 1.5"- 2"	13568	2.57	1.5%
PVC 1"-2"	38482	7.29	4.2%
Steel 4"-12"	300665	56.94	33.0%
C-905 14" & greater	6288	1.19	0.7%
TOTAL PIPE	910717	172.48	100.0%
Adjustments are made in January of each year			

**TREATMENT - STAFF REPORT**  
**July 2018**

**SUPPLY & QUALITY:**

(See Attached Graphs)	July 2018	July 2017	July 6 yr. Avg.
Monthly Production (Million Gallons - MG)	244.2	244.7	241.7
	Range	Average	
Plant Production (MGD)	7.0 – 8.7	7.9	
Raw Water Turbidity (NTU)	0.35 – 0.64	0.47	
Treated Water Turbidity (NTU)	0.04 – 0.05	0.04	
Treated Water Chlorine (ppm)	0.79 – 1.20	0.97	

**WATER TREATMENT:**

- **Plant Production and Water Quality:** 1. Average production increased to **7.9 MGD** from **6.7 MGD** last month; 2. Paradise Lake was primary source of raw water for treatment; 3. Plant operating with three of three clarifiers and four of six filters.
- **Monthly Residential Water Conservation:** **25%** reduction comparing production in July 2018 – **244.2 MG** to July 2013 base year – **327.5 MG**. 256 gallons per day per capita (GPCD).
- **Emergency Response Planning (ERP):** 1. Facilitated a FEMA Emergency Management Institute - Dam Failure Table Top Exercise on July 18<sup>th</sup> with PID management; 2. Prepared an After-Action memo to document emergency response concerns; 3. Prepared a wildfire table top exercise for facilitation the end of August including outside participants from CalFire, town and county.
- **Plant & Distribution Operations:** 1. Meeting with Water Treatment Ad hoc Committee regarding reclassification of the Distribution System Operator position to a Water Quality Technician, discussion of an operator in training position/program, and a new plant mechanic position; 2. Meeting with Corpro rescheduled to 8-23-18 to discuss cathodic protection system assessment for the 2.5 mile 42-inch transmission pipeline and the treatment plant; 3. Interior and exterior WTP LED lighting retrofit is completed; 4. Security fence fabricated by staff (Clint Stanley) and partially installed at Magalia Reservoir Bypass Diversion Structure - materials cost less than \$500. **Photos attached.**
- **Reservoir "B" Replacement; A Zone Pipeline & Pump Station:** 1. **See attached document titled "Project Components and Benefits dated July 26, 2018 prepared by Waterworks Engineers;** 2. Stantec is effectively coordinating the CEQA documents with the SRF environmental review staff; 3. District was given the go ahead by SRF to circulate the environmental documents for review; 4. Addressing SDWSRF loan issues as they come up; and 5. Blackwater Engineering is evaluating options for obtaining an encroachment permit from the County for the construction of the Zone A transmission pipeline in new Skyway.
- **Rehabilitation of C Tank and Cathodic Protection Improvements:** Harper, staff and legal counsel are working on finalizing the Bid documents with new General and Supplementary Conditions. Project bidding is now planned for September.
- **NPDES Permit Renewal Assistance:** Staff submitted the following documents to the Regional Board regarding the Method of Compliance Workplan including: 1. Postponement and rescheduling the mixing zone verification monitoring **(see attachment);** 2. Low Level DCBM monitoring results with lab reports **(see attachment without lab reports);** and 3. Chronic Toxicity Results.
- **NPDES Permit for Discharge to Magalia Reservoir:** No violation this month. The last DCBM violation was October 6, 2016.
- **Process Water Recycle Project (PWRP):**  
**RFP Pond Alternative Design:** Consideration of a project is dependent on outcome of NPDES permit renewal.  
**Deferred WTP Improvements:** Prepared a draft list of prioritized WTP projects with justification, description and cost estimate that were previously included in the PWRP.  
**CWSRF Construction Loan Application:** Pending completion of design and CEQA; full design cost recovery is contingent on the construction of some type of a project.
- **CalOES/FEMA Mitigation Grant:** Information requests were provided to CalOES/FEMA; still waiting for a reply from CalOES regarding the status of the application, which includes mitigation for the plant generator and Zone A.

- **Drinking Water and NPDES Reports and Maintenance:** 1. Completed monthly sampling and reports; and 2. Miscellaneous repairs to aging equipment and routine instrument calibrations.

#### **RECREATION:**

- **Lake Activities:** 1. See attached Parking & Boating Permit Sales Chart & Table; new ADA picnic table was delivered to the Corp. Yard, the proposed location between the ADA parking and ADA restrooms. Work on the graphics for the display board is in process.
- **Boat Launch Ramp No. 1 Parking Improvements:** No progress during the month. Lake Committee will discuss the concept plan at the September meeting.
- **DBW North Lake Boat Launch Grant Termination:** DBW sent letter to District terminating the grant funding agreement (See attachment).

#### **WATERSHED - SOURCE of SUPPLY: Monthly Rainfall = 0.0" during 0 days; Greatest Rain Day = 0.0"**

Paradise Lake Levels (feet)	2018 July 31 @ - 6.6'	2018 June 30 @ - 2.6'	2017 July 31 @ - 4.1'
-----------------------------	-----------------------	-----------------------	-----------------------

- **Graph of Paradise Lake Water Levels – Calendar Years 2013 – 2018:** See Attachment
- **CalFire Service Crews:** No work this month; crews are tired up with CalFire priorities.
- **Paradise Ridge Fire Safe Council:** Meeting was canceled for the month
- **Prescribed Burning for Shaded Fuel Maintenance:** No progress yet to arrange a presentation to the Board this summer regarding prescribed "control" burn technology.



## One side of Security Fence Installed at Magalia Reservoir Bypass Diversion Structure





**Project Components and Benefits** - The following tables summarize the interrelated hydraulic and capacity deficiencies addressed by each of the project components, and the associated and added benefits which address those deficiencies.

**Table 1: Reservoir B Replacement**

Current Deficiencies	Project Benefits
System wide contamination issues may occur with a breach in the cover: Storm water, debris and detritus collect on reservoir cover	Remedied with two (2) 2.5 MG Steel Tanks with an aluminum roof and site security measures. Total storage 5.0 MG.
Cover and liner once brittle are difficult to inspect and repair	
Reservoir does not include a separate inlet, outlet, and drain lines	Project includes these regulatory criteria
Must be able to be isolated from distribution system	
Site security may allow trespassing that leads to cover damage	Improved site security and impenetrable tank materials will minimize potential for contamination
Usable storage capacity is limited by WTP hydraulic elevations	Reservoir B will no longer feed WTP pumps with the installation of the ZAPS and ZATM
Fire Flow capacity does provide sufficient firefighting flows for urban-interface firefighting operations per Title 22 regulations, however it was not sufficient during the Camp Fire.	Increases the total usable system capacity by 3 MG
Reservoir B cannot be taken out of service in the summer for maintenance and only in the winter by using the Treatment Water Storage Tank at the WTP.	Two tanks provide redundancy when working on one of the tanks. Also provides for storage adjustments if water quality becomes a concern.

**Table 2: Zone A Pump Station (ZAPS)**

Current Deficiencies	Project Benefits
WTP hydraulics reduce the usable storage volume of Reservoir B by 1 MG. 2 MG storage is available.	WTP pumps will be supplied by ZAPS and not Reservoir B, remedying hydraulic issue at the WTP
	ZAPS elevation is less than PS #2, which decreases energy needed to pump to Zone A. Calculations to compare energy savings will be needed if SRF will consider principal forgiveness regarding a 20% reduction relative to the Green Project Reserve eligibility guidance.
PS #2 has no redundancy if it fails to operate	ZAPS will provide an alternate water supply to Zone A, and supply to Zones B, C, D, E, F & G in the winter and partially in the summer.
PS #2 is at least 51 years old, estimated lifespan of mechanical equipment is 60 years	
Fire flow is limited in Zone A due to the capacity of PS #2	ZAPS provides a higher pumping capacity into Zone A in an emergency. In a major fire both pump stations can provide more firefighting resiliency.

**Table 3: Zone A Transmission Main (ZATM)**

Current Deficiencies	Project Benefits
42" Transmission Main has no redundancy	ZATM will provide redundancy to 42".
42" Transmission Main location is susceptible to wildfires, landslides, and other ecological failures	ZAPS and ZATM can supply the entire distribution system if the 42" transmission main is offline (either due to failure or maintenance).
42" Transmission Main is at least 65 years old, estimated lifespan of mechanical equipment is 60 years	Reserves land adjacent to the 42" for its eventual replacement.
42" Transmission Main location is difficult to access for service, therefore is not an ideal location for another transmission main	New Skyway alignment will provide accessibility for ZATM construction and maintenance, and is relatively protected from ecological disasters
The source of the WTP potable water supply is creating hydraulic deficiencies, and the equipment is an aging liability	Connecting the WTP potable water supply to the ZATM allows for the removal of the aging hydropneumatic tank



# Memorandum



DATE: July 26, 2018

TO: Michael Collins, CVRWQCB

COPY TO: Jim Passanisi, Paradise Irrigation District  
Bill Taylor, Paradise Irrigation District  
Betsy Elzufon, LWA

**Steve Maricle**

1480 Drew Avenue, Suite 100  
Davis, CA 95618  
530.753.6400  
530.753.7030 fax  
[SteveM@lwa.com](mailto:SteveM@lwa.com)

SUBJECT: **Paradise Irrigation District Mixing Zone Verification Monitoring Rescheduling**

Paradise Irrigation District (the District) discharges supernatant from their backwash waste ponds at the Paradise Irrigation District Water Treatment Plant (Treatment Plant) to the Magalia Reservoir under a permit issued in 2010 (NO. R5-2010-0057, CA0083488). The permit has effluent limits for dichlorobromomethane (DCBM) with which the District was unable to consistently comply. A Time Schedule Order (TSO) is in effect (R5-2010-0058-02) with interim effluent limits and a compliance schedule and a final compliance date of April 2020.

The District evaluated available dilution for the current discharge using the USEPA approved mixing zone model CORMIX. A technical memorandum, *Paradise Irrigation District Mixing Zone and Dilution Credit Evaluation*, describing the results of this evaluation was submitted to the Regional Board on March 29, 2018 and reviewed in a meeting with Regional Board staff on April 26, 2018. Regional Board staff requested that the results of the modeling be verified by monitoring within reservoir.

The District submitted a Method of Compliance Workplan (Workplan) on June 1, 2018 to comply with the requirements in the TSO. Included in the workplan was a milestone to complete the monitoring needed to verify the model with a completion date of July 31, 2018. However, as described below, current temperatures in the reservoir will make it difficult to locate the plume and conduct the model verification.

## **RESCHEDULING OF VERIFICATION MONITORING**

The District prepared a workplan to conduct a monitoring event within the Magalia Reservoir to verify the results of the mixing zone model. The work plan involves using the differences in temperature and conductivity between the reservoir and the effluent to determine the location of the

*Paradise Irrigation District*

effluent plume. Multiple samples of aluminum and DCBM would then be collected along the plume and compared to model predictions. The monitoring strategy also stipulates that sampling must be rescheduled if the temperature of the reservoir is greater than the effluent by 5 degrees Celsius. In this scenario, the effluent would quickly sink to the bottom of the reservoir, which would inhibit the ability to collect samples along the plume.

The District had originally planned to conduct the verification monitoring on July 25<sup>th</sup>, but temperature readings that were obtained the week prior, showed that the reservoir was about 10 degrees Celsius warmer than the effluent. A temperature difference this great will likely make locating the plume too difficult and because of this, the District is requesting a rescheduling of the study completion date of July 31, 2018.

#### **SCHEDULE FOR COMPLETION OF VERIFICATION MONITORING**

Beginning in August, the District will take monthly temperature measurements of the effluent and the reservoir. The verification monitoring event would be scheduled, once the temperature difference falls to within an acceptable range of 5 degrees Celsius or less. To account for the possibility of warm temperatures continuing for the next couple of months, the District is requesting that the completion date be changed to December 31, 2018.

# Memorandum

DATE: July 25, 2018

TO: Michael Collins, CVRWQCB

COPY TO: Jim Passanisi, Paradise Irrigation District

**Betsy Elzufon**  
1480 Drew Avenue, Suite 100  
Davis, CA 95618  
530.753.6400 office  
530.753.7030 fax  
[Betsy@lwa.com](mailto:Betsy@lwa.com)

SUBJECT: **Paradise Irrigation District Water Treatment Plant – Low Level  
Dichlorobromomethane Monitoring Results**

---

Paradise Irrigation District (the District) discharges supernatant from their backwash waste ponds at the Paradise Irrigation District Water Treatment Plant (Treatment Plant) to the Magalia Reservoir under a permit issued in 2010 (NO. R5-2010-0057, CA0083488). The permit has effluent limits for dichlorobromomethane (DCBM) with which the District was unable to consistently comply. A Time Schedule Order (TSO) is in effect (R5-2010-0058-02) with interim effluent limits and a compliance schedule and a final compliance date of April 2020.

The District evaluated available dilution for the current discharge using the USEPA approved mixing zone model CORMIX. A technical memorandum, *Paradise Irrigation District Mixing Zone and Dilution Credit Evaluation*, describing the results of this evaluation was submitted to the Regional Board on March 29, 2018 and reviewed in a meeting with Regional Board staff on April 26, 2018.

This evaluation concluded that dilution was available in the reservoir for DCBM based on an assumption that DCBM was not present in the receiving water at concentrations greater than 0.06 µg/L. However, DCBM has previously been analyzed in receiving water using an analytical method with a minimum detection limit (MDL) of 0.5 µg/L. To validate the assumption that assimilative capacity is available in the reservoir for DCBM, the District began collecting samples at the proposed upstream receiving water location and analyzing for DCBM using a EPA Method 624 (low level) with a MDL of 0.05 µg/L.

A Method of Compliance Workplan was submitted on June 1, 2018 that included milestone to conduct this monitoring and complete the evaluation by July 31, 2018. This memorandum provides the results of this monitoring effort.

---

Table 1 presents the results of monitoring conducted at the upstream receiving water site (i.e., just below the inflow from Fir Haven Creek) for the period of April 10 – May 29, 2018. Samples were analyzed using EPA Method 624 (low level) with a Method Detection Limit (MDL) of 0.05 µg/L. The analysis was conducted by Caltest Analytical Laboratory. Lab reports are provided in **Attachment A**.

**Table 1. DCBM Concentrations in Magalia Reservoir**

Date	DCBM Concentration	Units
4/10/18	<0.05	µg/L
4/16/18	<0.05	µg/L
4/23/18	<0.05	µg/L
4/30/18	<0.05	µg/L
5/7/18	<0.05	µg/L
5/21/18	<0.05	µg/L
5/29/18	<0.05	µg/L

As shown in Table 1, in the 7 samples collected, DCBM was not detected above the MDL of 0.05 µg/L. This result is consistent with the assumption made in the Dilution Study and



DEPARTMENT OF PARKS AND RECREATION

Division of Boating and Waterways  
One Capitol Mall, Suite 500  
Sacramento, California 95814

Lisa Mangat, Director

RECEIVED  
JUL 20 2018  
BY \_\_\_\_\_

JUL 17 2018

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

**Paradise Lake North Boat Launching Facility, Grant Agreement No. C4123010 (1083)**

Dear Mr. Phillips:

The Department of Parks and Recreation, Division of Boating and Waterways (DBW) has received the District's official notice of intent and resolution to terminate the above listed grant agreement for the proposed improvements to the north boat launching facility at Paradise Lake. As explained in the notification, accepting the grant funding is not in the District's best interest at this time and justifies the District's decision to request termination of the grant agreement. The District's notification also states that the District has not incurred any eligible costs and therefore will not request any reimbursement.

DBW records indicate no funds have been issued from this grant. This satisfies the condition identified in Article 21 A for termination. Therefore, DBW accepts and agrees with District's request to terminate Grant Agreement C4123010. If the District wishes to submit a new application for this or a new project altogether, our website at [www.dbw.ca.gov](http://www.dbw.ca.gov) has helpful information to assist in that development. The deadline for new applications is February 1, 2019.

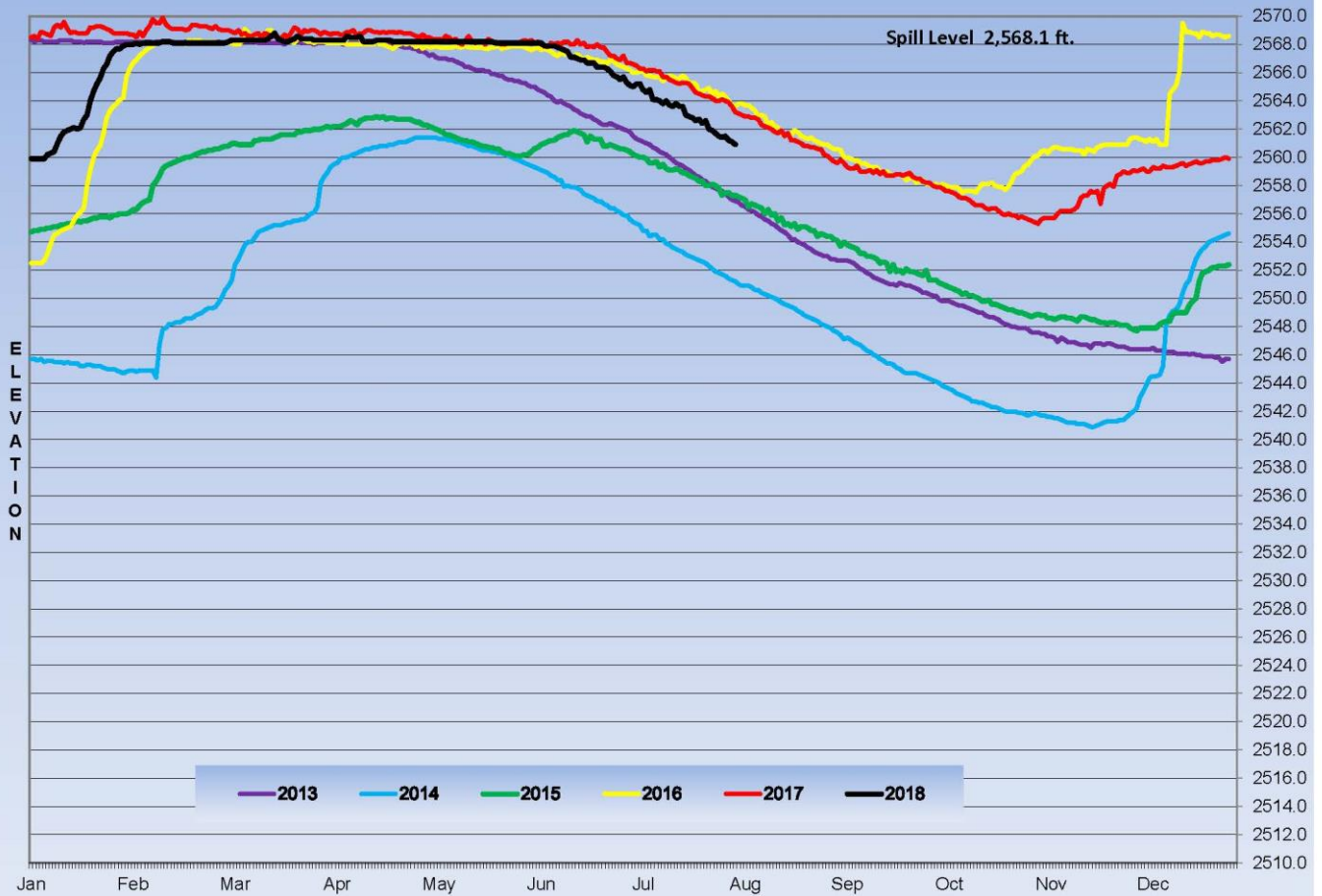
The Division of Boating and Waterways appreciates your investment in improving California's boating access. If you have any questions, please contact Cynthia Clauser of my staff at 916-327-1809 or by email at [Cynthia.Clauser@parks.ca.gov](mailto:Cynthia.Clauser@parks.ca.gov).

Sincerely,

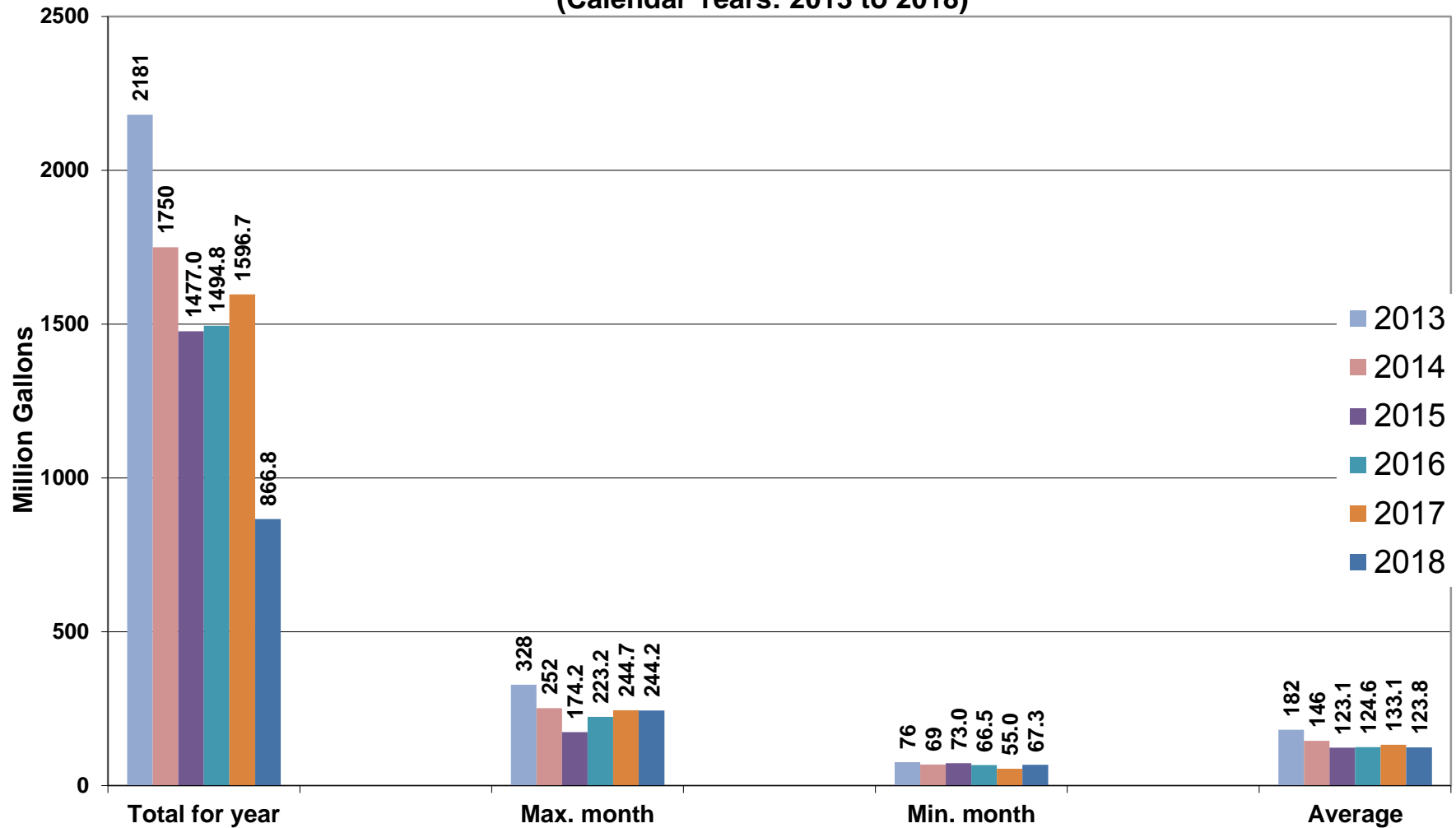
Keren Dill, Chief  
Boating Facilities Development and Financing Unit



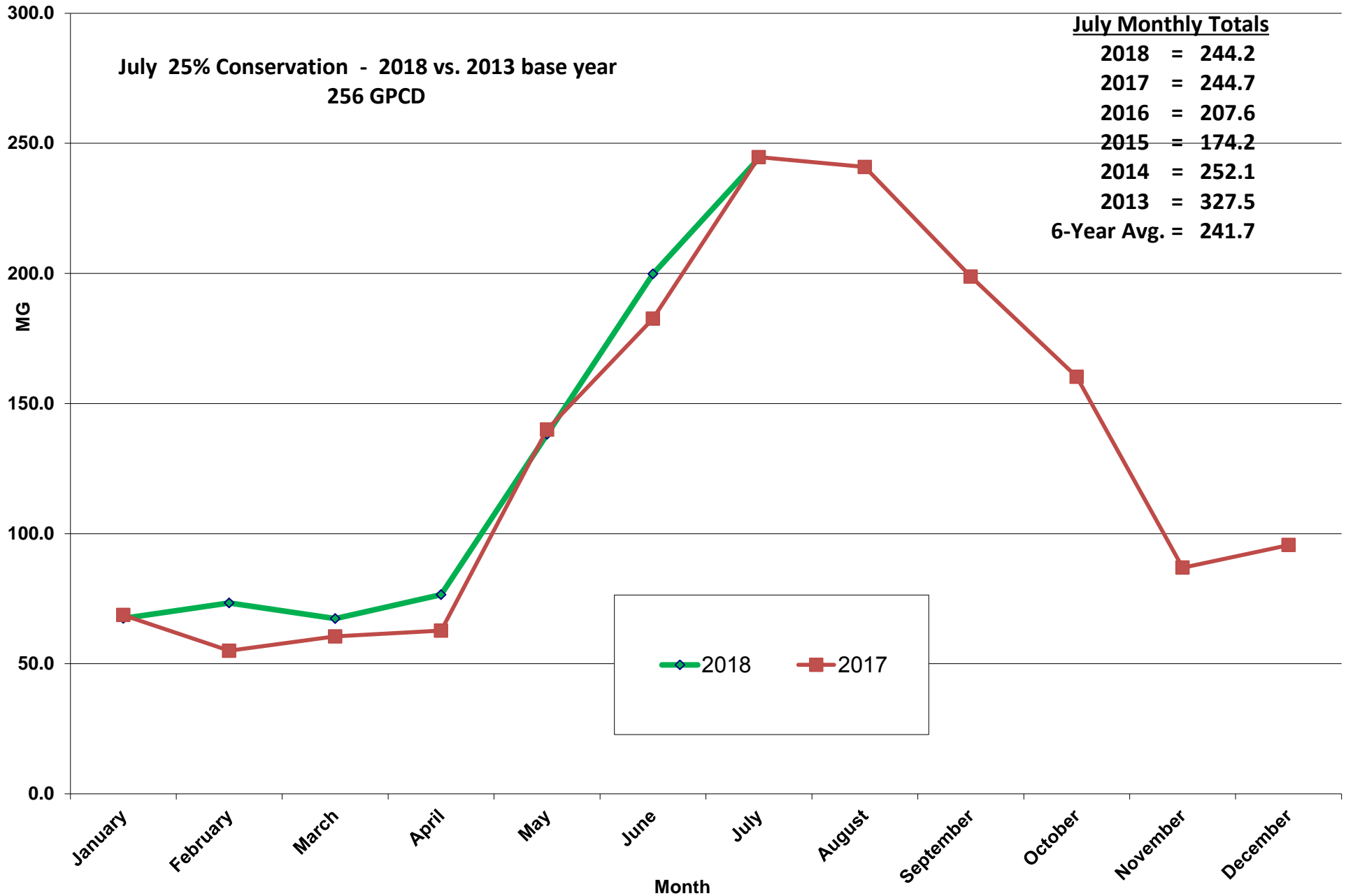
### Paradise Lake Water Levels - Calendar Years 2013 - 2018



**Water Treatment Plant Annual Production Comparisons  
Total; Monthly Max. & Min, and Average  
(Calendar Years: 2013 to 2018)**



# **Monthly Treatment Plant Production (Million Gallons - MG) (Comparison of Calendar Years 2018 to 2017)**



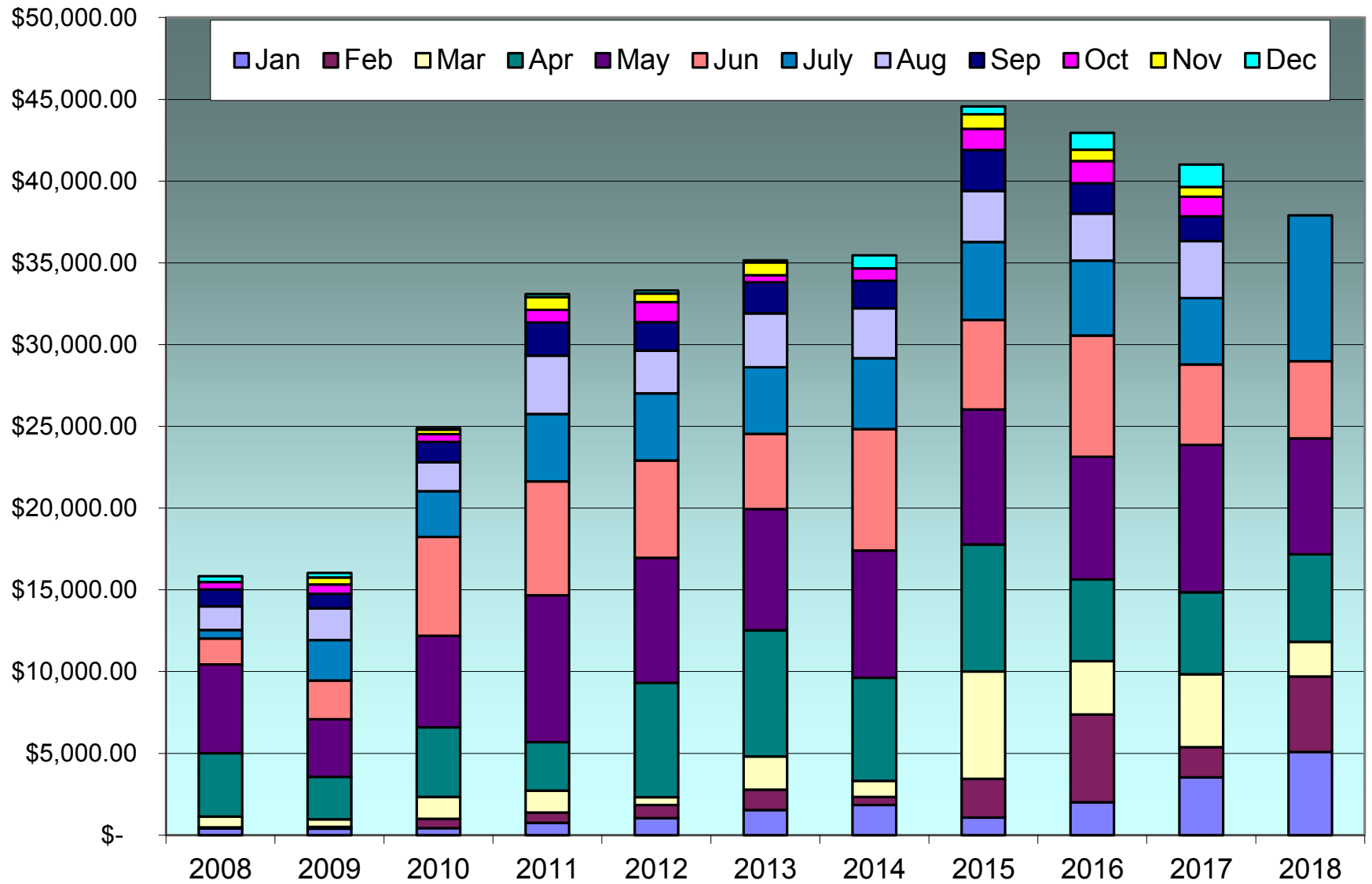


**Water Treatment Plant Annual Production Figures and 5 Year Averages (2013 - 2018)**  
(Million Gallons)

**Note: 2013 is the conservation comparison/base year**

	Years														6-Year Average
	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2013-2018
January	113.2	113.7	130.8	116.1	105	91.4	91.6	105.2	82.5	111.2	82.3	71.1	68.7	67.4	80.5
February	101	104.7	106.9	112.3	88.4	79.2	85.2	85.3	76.1	68.8	73.0	66.5	55.0	73.4	68.8
March	129.3	110.7	150.2	147	108.9	100.2	84.6	79.3	101.6	85.8	98.7	67.1	60.5	67.3	80.2
April	132	112.5	172	205.9	170.5	96.9	99.8	94.2	145.1	107.7	106.7	84.5	62.7	76.5	97.2
May	181.5	243.9	259.3	275	221	140.8	146	214.7	241.6	175.6	136.5	119.6	140.0	138.2	158.6
June	250.7	328.5	336.4	321.6	256.7	239.7	183.3	262.7	276.2	230.3	148.1	169.7	182.6	199.8	201.1
July	393.2	428.9	384.6	360.5	350.6	344.4	283.3	325.5	327.5	252.1	174.2	207.6	244.7	244.2	241.7
August	412.3	391.5	379.6	363.8	338.6	332.4	307.6	331.2	309.9	220.7	171.8	223.2	240.9		
September	312.1	338.4	295.3	317.5	281.4	271.3	280.3	283.7	230.1	196.3	157.9	191.0	198.8		
October	234.9	253.2	156.9	218.1	178.1	185.1	152.2	198.7	170.7	137.3	138.3	115.2	160.3		
November	117.8	128.7	142	124.7	114.2	95.8	107.3	91.7	117.4	85.4	95.6	90.6	86.9		
December	114.3	112.9	115.5	120.7	101.7	105.3	105.1	81.2	102.3	78.5	93.9	88.7	95.6		
	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	5 Year Avg.
Total for year	2492	2668	2630	2683	2315	2083	1926	2153	2181	1750	1477.0	1494.8	1596.7	866.8	928.1
Max. month	412	429	385	364	351	344	308	331	328	252	174.2	223.2	244.7	244.2	241.7
Min. month	101	105	107	112	88	79	85	79	76	69	73.0	66.5	55.0	67.3	68.8
Average	208	222	219	224	193	174	161	179	182	146	123.1	124.6	133.1	123.8	132.6

## PID Lake Permit Comparison From 2008- 2018



**Paradise Irrigation District**  
**Lake Permit Sales**  
**January -December 2018**

	Recreation				Boating				Total
	Annual		Daily		Season		Daily		
January	62	\$ 935.00	269	\$ 808.30	71	\$ 2,840.00	50	\$ 500.00	\$ 5,083.30
February	69	\$ 1,035.00	206	\$ 619.00	65	\$ 2,580.00	38	\$ 380.00	\$ 4,614.00
March	22	\$ 335.00	198	\$ 594.16	26	\$ 1,020.00	18	\$ 180.00	\$ 2,129.16
April	54	\$ 805.00	152	\$ 456.00	96	\$ 3,820.00	27	\$ 265.01	\$ 5,346.01
May	36	\$ 535.00	571	\$ 1,712.42	106	\$ 4,220.00	63	\$ 625.00	\$ 7,092.42
June	34	\$ 565.00	272	\$ 815.03	64	\$ 3,000.00	38	\$ 345.00	\$ 4,725.03
July	28	\$ 420.00	1485	\$ 4,453.36	69	\$ 2,220.00	201	\$ 1,820.00	\$ 8,913.36
August	0		0		0		0		\$ -
September	0		0		0		0		\$ -
October	0		0		0		0		\$ -
November	0		0		0		0		\$ -
December	0		0		0		0		\$ -
Totals	305	\$ 4,630.00	3,154	\$ 9,458.27	495	\$ 19,700.00	434	\$ 4,115.01	\$ 37,903.28

## **ENGINEERING REPORT**

July 2018

### **Activities This Month**

This month engineering staff submitted the independently validated 2017 Water Loss Audit to the state Division of Water Resources. Staff distributed a Request for Proposals for engineering analysis of the Magalia Dam outlet pipe anchors.

Engineering staff initiated work with the District's consultant on design of the Almond Street water main replacement. Staff also began development of a static pressure map of the District.

Engineering staff continued working on issues related to water rights measurement and reporting. Staff also continued work on the Reservoir B expansion project, and on the NPDES permit renewal and water recycling project.

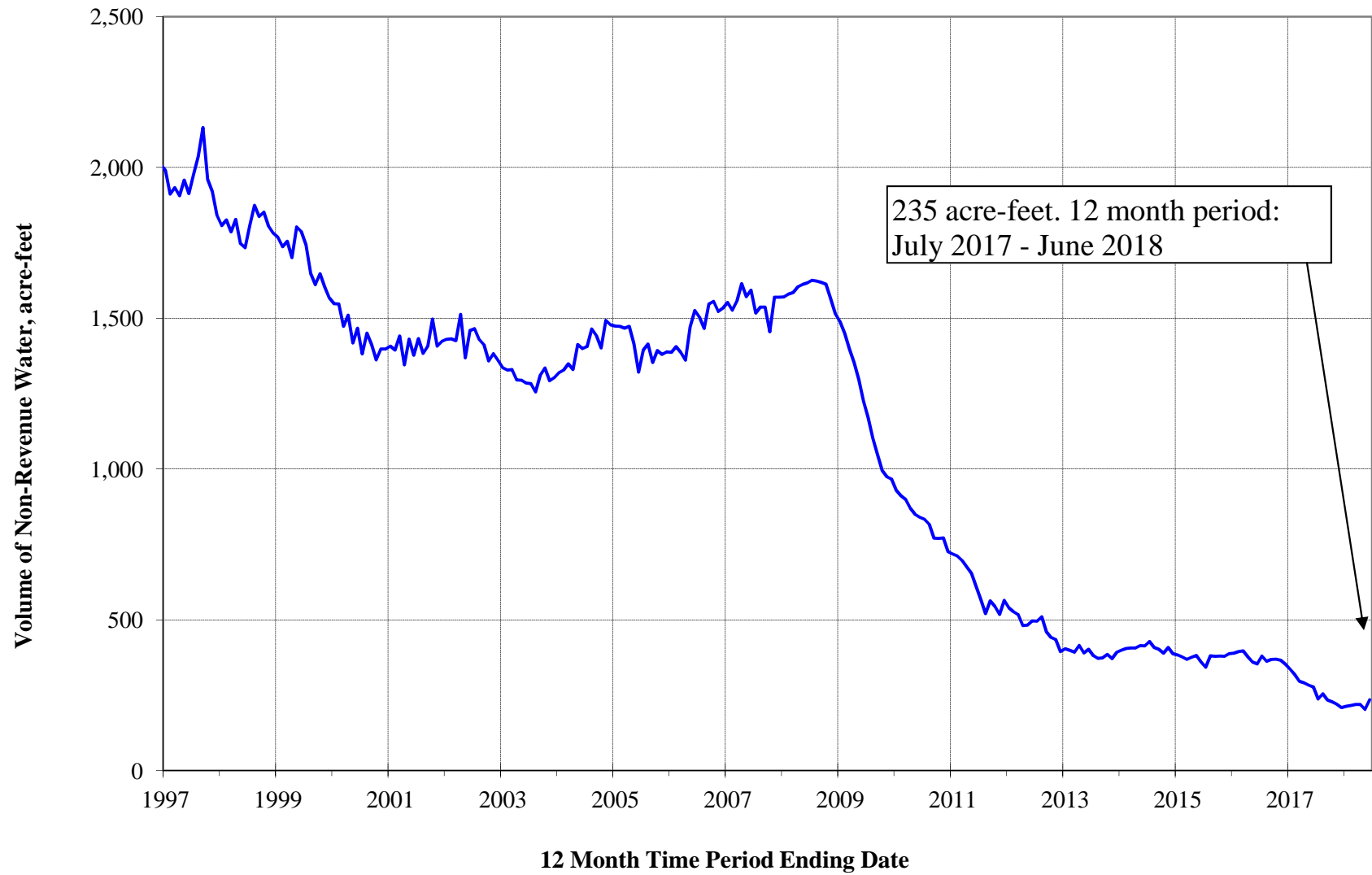
Staff continued to work on easement issues near Skyway at the "junction box". Staff also continued work on annexations to the District.

Engineering staff participated in a FEMA table top exercise for a hypothetical dam failure with other District staff. Staff continued work on cross-connection control and metering issues as they apply to the Del Oro Water Company interties.

### **Summary of Development Review and Other Activities**

Water Service Requirements Review Requests	3
New/revised projects reviewed in Project Evaluation Committee (TOP)	1
Review and direction of miscellaneous ongoing projects	4
Meter Sizing Audits (total to date)	64
Meter Size Reductions (total to date)	40

**Non-Revenue Water  
Production Minus Metered Sales  
12 Month Cumulative Time Intervals**



# Information Technology Report

## PID Website

Top 10 Pages – July 1 through July 31, 2018

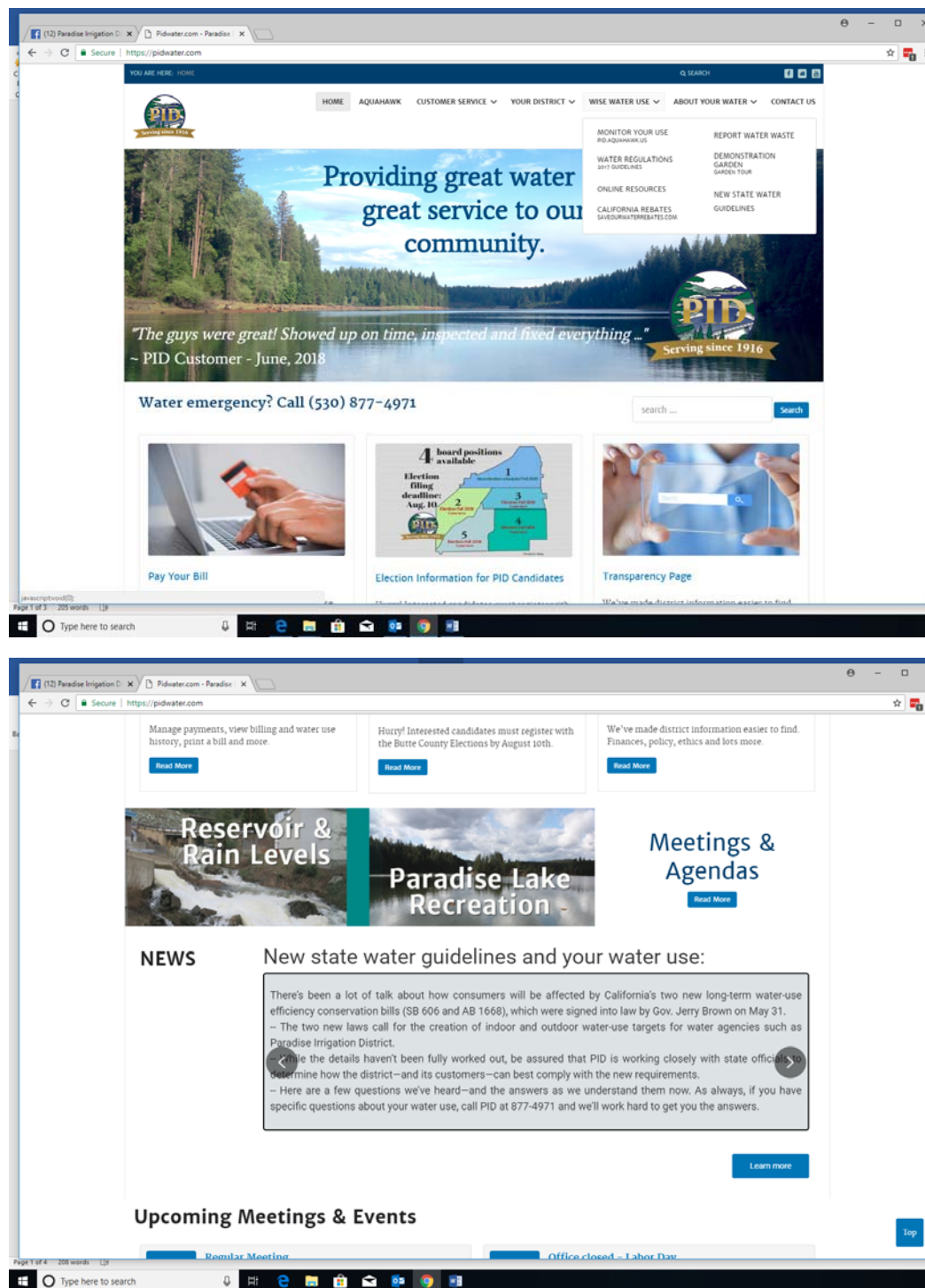
<input type="checkbox"/>	Page ?	Pageviews ?	↓
		4,334	% of Total: 100.00% (4,334)
<input type="checkbox"/>	1. /	1,885 (43.49%)	
<input type="checkbox"/>	2. /pay	464 (10.71%)	
<input type="checkbox"/>	3. /careers	265 (6.11%)	
<input type="checkbox"/>	4. /contact	144 (3.32%)	
<input type="checkbox"/>	5. /board	98 (2.26%)	
<input type="checkbox"/>	6. /levels	85 (1.96%)	
<input type="checkbox"/>	7. /apply	72 (1.66%)	
<input type="checkbox"/>	8. /meetings	58 (1.34%)	
<input type="checkbox"/>	9. /rates	58 (1.34%)	
<input type="checkbox"/>	10. /open	51 (1.18%)	

## Policy Updates

Staff is working on revising the records retention policy to reflect the current regulations and best practices for our industry. Once finalized, we will create the plan to implement any changes in procedures. After completion, I will resume work on updating the IT security policy.

## State water regulations

Information about state water use guidelines is featured in the August WaterTalk newsletter, on the PID front page news section, and after a board suggesting I have added an additional area to the “wise water use” menu.



## July Regular Meeting on Facebook Live – Post Performance



**Paradise Irrigation District...**

Watch PID's Regular Board Meeting from wherever you are on Facebook Livestream. The documents projected on the wall behind the board members may not "show" very well on the stream's imaging so please download the agenda and supporting documents here s...

01:30:49 · Uploaded on 07/18/2018 · View Permalink

**Performance for Your Post**

← Audience and Engagement ▾

People Reached	153	>
Unique Viewers	53	>
Post Engagement	1	>
Video Engagement		>
Top Audience	--	>
Top Location	--	>

## July software subscriptions

1 - Adobe Standard DC @ \$12.99	= \$12.99
1 - Adobe Pro DC @ \$14.99	= \$14.99
1 - Creative Cloud Photo Plan @ \$19.99	= \$19.99
13 – Office 365 ProPlus @ \$9.00	= \$117.00
<b>Total July:</b>	<b>=\$164.97</b>



## Public Information Requests Posted on Website



When staff receives a public information request (PIR), the information provided to the requestor is also posted online for interested members of the public. We began the practice of displaying the PIRs online to highlight the District's commitment to transparency. There are some instances when staff does not publish the PIR online, such as requests made regarding a legal matter (i.e., subpoenas), information that we cannot easily convert into online viewing formats, and information that result in large file sizes.

 Share  Share  Email

## Public Information Requests

 Print

The Paradise Irrigation District is dedicated to remaining open and transparent. Starting in 2017, PID is making responses to requests for public information available online for the benefit of the general public.

Request	Date Requested	Date Delivered	Requested by	Response
"Any and all purchasing records from 2017-09-20 to current...The specific information requested from your record keeping system is the Purchas Order Detail report."	Feb. 13, 2018	Feb. 14, 2018	A company	
"Any and all records for 5399 Newland Road, Paradise, CA regarding meter request, correspondence." Time period requested: December 1, 2013 to December 1, 2016.	Dec. 6, 2017	Jan. 09, 2018	An individual	

<https://pidwater.com/pir>

Mickey Rich  
Information Systems Manager  
August 2018

**MONTHLY BILLING REPORT-JULY 2018**

**PARADISE IRRIGATION DISTRICT**

	<u>Routes 1-50</u> <u>Jul-18</u>	<u>Routes 1-50</u> <u>Jul-17</u>	Variance	<u>RT 1-50</u> <u>Jun-18</u>	<u>RT 1-50</u> <u>Jun-17</u>	Variance
Service Charge Billed	\$ 436,463.59	\$ 371,059.96	\$ 65,403.63	\$ 435,943.70	\$ 370,929.37	\$ 65,014.33
Consumption Billed	\$ 374,695.05	\$ 360,436.57	\$ 14,258.48	\$ 288,267.00	\$ 283,223.08	\$ 5,043.92
Service Fees	\$ 10,289.89	\$ 8,477.51	\$ 1,812.38	\$ 10,517.23	\$ 11,667.56	\$ (1,150.33)
<b>Total Current Billing</b>	<b>\$ 821,448.53</b>	<b>\$ 739,974.04</b>	<b>\$ 81,474.49</b>	<b>\$ 734,727.93</b>	<b>\$ 665,820.01</b>	<b>\$ 68,907.92</b>
Past Due Billed	\$ 99,261.62	\$ 96,854.57	\$ 2,407.05	\$ 87,719.31	\$ 76,557.01	\$ 11,162.30
TOP-PFD-Hydrant	\$ 10,350.23	\$ 10,333.69	\$ 16.54	\$ 10,344.87	\$ 10,330.23	\$ 14.64
<b>Total Accounts Billed</b>	<b>10,589</b>					

**Total A/R All Routes 7/31/18 \$521,156.79**

**WATER USAGE**

	<u>Jul-18</u>	<u>Jul-17</u>	Variance	<u>Jun-18</u>	<u>Jun-17</u>	Variance
Water Used (Cf)	24,534,300	23,483,000	1,051,300	18,735,300	18,227,400	507,900
Water Used (AF)	563	539	24	430	418	12

**TOTAL CONNECTIONS AS OF Jul-18**

Active Meters in Service	10,265
Sealed Meters in Service	324
<u>Total Meters</u>	<u>10,589</u>

**DEL ORO WATER DISTRICT**

**LIME SADDLE**

Date	07/01/18 TO 07/31/18	01/01/18 TO 07/31/18
Acre Feet	0.00	3.73

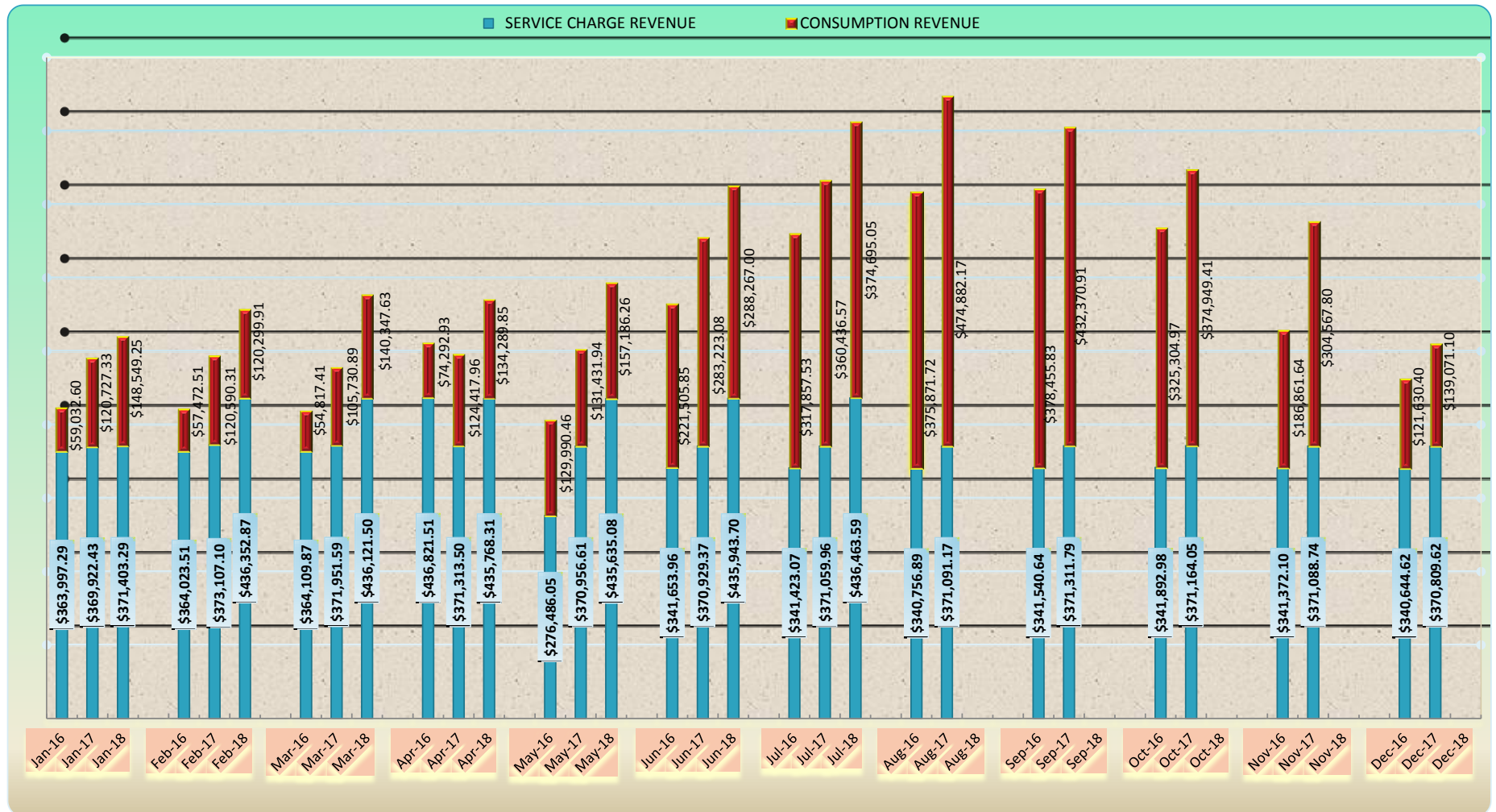
**PARADISE PINES/MAGALIA**

Date	07/01/18 TO 07/31/18	01/01/18 TO 07/31/18
Acre Feet	37.52	48.16

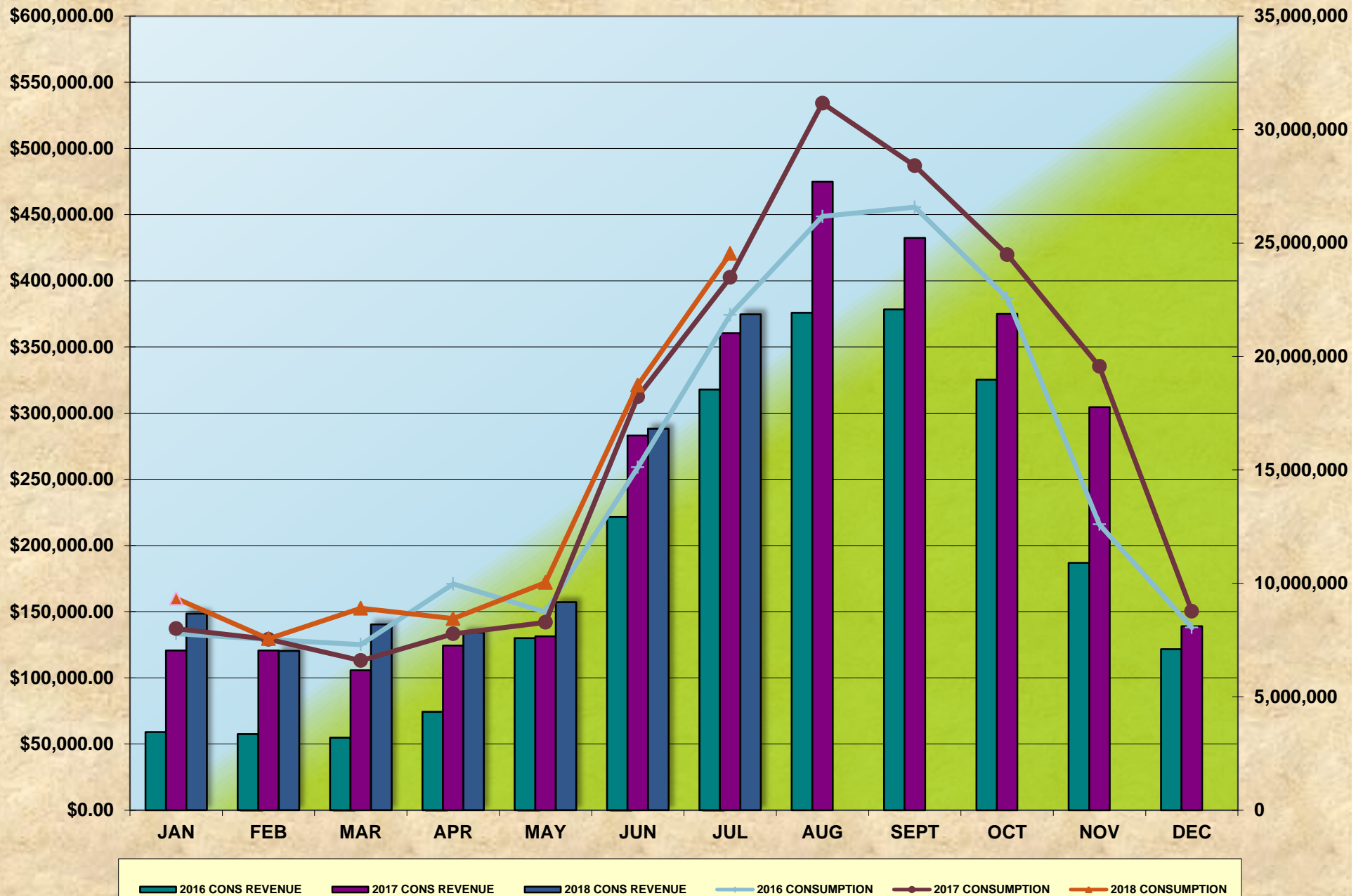
**TOTAL DEL ORO WATER USAGE**      37.52      51.89      ACRE FEET

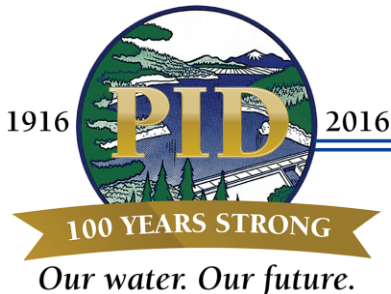
*LAURA CAPRA*  
Laura Capra-Utility Billing Technician

# SERVICE CHARGE REVENUE AND CONSUMPTION REVENUE



# WATER CONSUMPTION AND REVENUE 2016 THRU 2018





## PARADISE IRRIGATION DISTRICT

6332 Clark Road, Paradise CA 95969 | Phone (530)877-4971 | Fax (530)876-0483

*"Paradise Irrigation District (PID) is dedicated to the business of producing and delivering a safe, dependable supply of quality water in an efficient, cost effective manner with service that meets or exceeds the expectation of our customers."*

*Please consider how this agenda item relates to our mission.*

**TO: Board of Directors**

**FROM: Ed Fortner, District Manager**

**DATE: August 9, 2018**

**RE: District Manager's Report  
08/15/2018 Board of Directors Meeting**

### Water Rights

The District met with the Water Board staff on September 7, 2017, to discuss the District's water right applications and permit extension. We will be working with our water rights engineer and environmental engineer to restart this process.

The District is working with the Water Board staff to have our alternative compliance method approved to meet the State standards.

Paula Whealen, from Wagner and Bonsignore, attended the February 2018 Board meeting to introduce herself and give water rights 101 presentation.

The District selected De Novo Group on April 26, 2011, to prepare the EIR for the water right extension. The contract also included the performance of the environmental studies. The total contract was for \$306,430.00, and the District has paid \$204,558.74 on this contract. The majority of the environmental studies have been completed, but due to the amount of time that has passed, additional studies may be necessary. The District has also changed the project because we have decided to go to license on permit 271 instead of asking for an extension. Ed and Kevin will be traveling to Sacramento soon to discuss the water rights activity and requirements with our consultants.

### North Lake Boat Launch Land Acquisition

The District purchased 3 acres of land next to boat launch one for \$58,055.26.

The District decided to terminate the grant agreement with the Division of Boating and Waterways. Further updates will be reported after next month's Lake Committee meeting related to PID staff activities for parking and other aspects of the project. The PID Board will receive a recommendation from the Lake Committee.

### Process Water Recycle Project

The District hired Water Works Engineering to work with the Regional Board to get the District's NPDES permit renewed. The District had a kickoff meeting on Nov 8, 2017, with Water Works Engineering and Larry Walker Engineering. The Water Board adopted the 2-year extension of the Time Schedule Order on Dec 8, 2017, for the District's NPDES permit. We had a meeting on February 13 & March 29, 2018, with Larry Walker and Water Works to discuss the preliminary research for the mixing zone study and dilution credit. The District met with the Regional Board on April 26, 2018, to kick off the renewal of the NPDES permit. The meeting was very positive, and the Regional Board is currently reviewing our preliminary data and

communicating with the District on what additional information may be needed to complete the NPDES permit renewal. The PID Water Plant staff is working through sampling protocols related to temperature and has requested the verification monitoring deadline extension to December 31, 2018 (extension from July 31, 2018).

#### B Reservoir Design Project

The District has been approved for an \$800,000 SRF loan to design the B Reservoir. The District awarded the contract to Water Works Engineering during the May Board Meeting and approved the change order at the September Board meeting. The District had a workshop to approve the preliminary design report. The preliminary design was estimated to be \$11,000,000. We are working with SRF to increase our loan approval amount to cover this estimated cost. During our March 6, 2018 meeting with the county, we discussed the right-of-way issues associated with our A zone pipeline project. The county is looking into the issue to see if they can help us find the rightful owner of the Skyway. The District is going to pursue condemnation of the right-of-way and easement of the Skyway alignment for the pipeline. The District has hired Blackwater Engineering to do a preliminary search of title and to convince the county that they have a prescriptive right-of-way to the pipeline alignment. Jim Passanisi, Bill Taylor, Kevin Phillips and I met with Water works Engineering in Redding on July 24, 2018, to discuss the B Reservoir project. Larry Kram with Blackwater Engineering has done a preliminary investigation, and Butte County does not have the right-of-way presently. Larry has set up meetings with the County to walk them through the quitclaim deed process to acquire right of way. After the County acquires right of way, PID will ask for a utility easement from the County. Stantec is circulating the CEQA documents for public review per SRF loan requirements. Director Kellogg questioned the 16" transmission main alignment and other aspects of the project at the last Board meeting. Director Kellogg, Ed Fortner, and Keith O'Brien drove the 42" main pathway. Director Kellogg seems to understand the importance of the project and was pleased with the feedback of staff. Lake Committee met and discussed the B Reservoir project and 42" main alignment and 16" main alignment. Directors Sulik and Kellogg appreciated the Water Plant tour and detail on the B Reservoir project.

#### Spillway Investigation

The District received a letter on May 17, 2017, ordering the District to conduct an extensive evaluation of both spillways. We requested an extension of the timeline from July 15, 2017, to September 1, 2017, to submit a work plan to the Department of Safety of Dams. We met with the Division of Safety of Dams on July 6, 2017. The District submitted our work plan on both spillways on September 7, 2017. The District hired Genterra Engineering to complete the Phase one work plan. They started field work on Nov 6, 2017, and expect the work to continue through February 2018. The District cleared trees and brush below the Magalia Dam before the Nov. 1 deadline. The District met with Genterra Engineering on Apr 3, 2018, to discuss the draft Phase one reports for Paradise Spillway and Magalia Spillway. The District has submitted the draft phase one report to DSOD for their review. The draft inundation report should be complete soon. We intend to meet with Dam Safety and Genterra to discuss this project soon.

#### AMR Project Update

Zenner Meter Interface Units (MIUs) replacement program began in September 2014. Older Datamatic “fireflys” had a significant failure rate, and Datamatic filed for bankruptcy. Zenner MIUs are backward compatible with the Datamatic units. 7,413 of 10,594 MIUs have been replaced to date, total cost \$853,463 including labor, equipment, and material. 3,181 MIUs remain for replacement, total cost \$298,378. The total cost of the conversion project including repeater replacement is ~\$1,197,000. There is an ongoing discussion about cellular technology upgrades and timing.

#### Miscellaneous

Met with all PID personnel in work groups and with many individually to discuss the roles, goals, and vision of PID. I attended the Butte County Fire Safe Council and Paradise Fire Safe Council. I met with the Paradise Mayor, Town Manager, and Parks District Manager and discussed mutual projects. I attended the PID Lake Committee meeting and attended the Garden Club tour of the PID Garden for BCFSC. Kevin Phillips, Emily LaMoe and I held negotiation meetings with IBEW and Teamsters. I met with Jim Ladrini and Neil Essila to discuss the PID backflow prevention plan and potential improvements in the plan. PID staff held FEMA tabletop exercise, facilitated by Jim Passinisi on dam emergency response procedures. Jim Passinisi is scheduling a tabletop FEMA exercise in late August 2018 with a wildfire emergency response scenario that will include BCFSC, PFSC, PID, Town of Paradise staff, and governing boards.



**1. Cash position** – At 7/31/2018 the Districts total cash position was \$3,362,274.

**ACTUAL 2018/19**

<b>Restricted</b>				
Sick/Annual Leave Fund			345,825.58	345,825.58
Facility Capacity Fund			-	
Bond Reserve Fund			572,239.17	572,239.17
Debt Proceeds Construction Fund				
PFD Reserve Fund			325,946.57	325,946.57
<b>TOTAL</b>			<b>1,244,011.32</b>	<b>1,244,011.32</b>
<b>Priority</b>	<b>Reserve</b>	<b>Base Calculation</b>	<b>Min</b>	<b>Current</b>
<b>Non-Restricted</b>				
1	Operating Fund	Operating Budget, including debt service & pipeline	1,234,625.88	1,234,625.88
2	Water Rate Stabilization Fund	Budget Water Revenue	766,635.30	766,635.30
3	Emergency Fund	Operating Budget, including debt service & pipeline	1,766,593.75	117,001.28
4	Drought Management Fund	Budgeted Consumption Revenue	759,443.00	-
5	Equipment Replacement Fund	Accumulated Equipment Depreciation	350,754.00	-
6	Long Term Capital Fund	10 Year Capital Plan	5,659,595.90	-
<b>TOTAL</b>			<b>10,537,647.83</b>	<b>2,118,262.45</b>

**2. Debt Service Analysis** – Through 7/31/2018 we have incurred debt service payments of \$115,859. The total annual budgeted debt service is \$963,307. The Districts total outstanding debt is \$7,201,922.

**3. Operational Issues**

a. 2018 – 2019 Financial Overview –

- i. From an operational standpoint, service and consumption fee is right in line with budget.
- ii. Total Operating Expenses are right in line with budget.

b. Highlights from the Fiscal Year 2018 – 2019

- i. District continues to work with the State of California to:
  1. Renew water rights
  2. Investigate our spillways
  3. Renew our NPDES permit
  4. Update our inundation map
- ii. The District continues to work with the State Revolving Fund to complete the financing package for the B-Reservoir replacement project

c. Training

- i. I will be attending the Fall ACWA & ACWA-JPIA conference in San Diego Nov 26<sup>th</sup> – 30<sup>th</sup>
- ii. I will be attending the GFOA conference from May 17<sup>th</sup> through 23<sup>rd</sup>



Paradise Irrigation District  
July 31, 2018  
Financial Summary

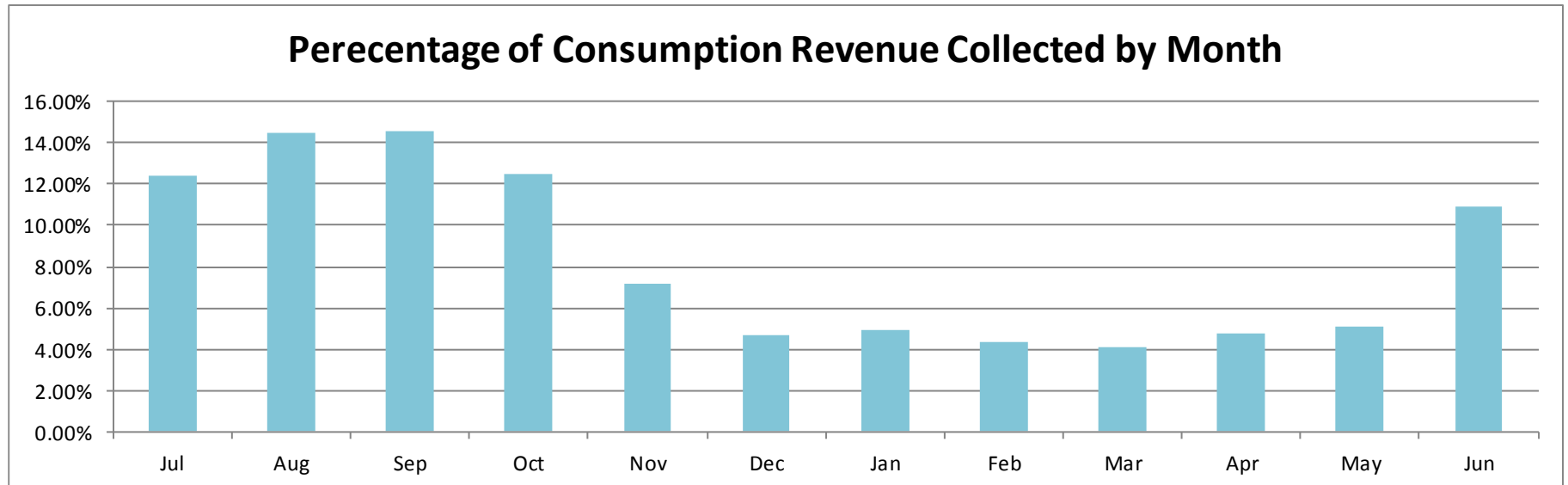
Description	2018/19 Actual	2018/19 Budget	Actual	2018/19 to 2018/19 Budget
<b><u>REVENUES:</u></b>				
Water Sales	823,049	8,046,852	7,223,803	10.23%
Outside Water Sales	-	111,183	111,183	0.00%
Other	42,601	363,957	321,356	11.71%
Interest	-	20,000	20,000	0.00%
Taxes - 1%	-	240,000	240,000	0.00%
FMV Gain/Loss - Securities	-	-	-	
Inc-Assessment Res (PID Share)	-	-	-	
Grant Rev	-	-	-	
Annexation	-	-	-	
Inc-Save-A-Can/Buy-A-Fish	282	8,000	7,718	3.52%
Inc-Capacity Fees	21,880	25,000	3,120	87.52%
Revenue - PFD	10,349	120,000	109,651	8.62%
	898,161	8,934,992	8,036,831	10.05%
<b><u>EXPENDITURES:</u></b>				
Operating	381,319	5,306,709	4,925,390	7.19%
Pipeline	245,216	992,489	747,273	24.71%
Debt Service	115,859	963,307	847,448	12.03%
Save a Can	-	8,000	8,000	0.00%
PFD	-	200,000	200,000	0.00%
	742,394	7,470,505	6,728,111	9.94%
<b>Increase/(Decrease) in Cash before Debt Proceeds and Capital</b>	<b>155,768</b>	<b>1,464,487</b>		
Debt Proceeds	-	11,000,000		
<b>Cash Available for Capital Projects</b>	<b>155,768</b>	<b>12,464,487</b>		
Capital Improvements Program	(50,926)	(12,975,000)		
<b>Increase/(Decrease) in Cash</b>	<b>104,842</b>	<b>(510,513)</b>		
<b>Beginning Cash Balance</b>	<b>3,257,432</b>	<b>3,362,274</b>		
<b>Ending Cash Balance</b>	<b>3,362,274</b>	<b>2,851,760</b>		

Paradise Irrigation District  
July 31, 2018  
Revenue Summary

	FY 2015/16 Actual	FY 2016/17 Actual	FY 2017/18 Actual	FY 2018/19 Estimate	FY 2018/19 Actual
<b><u>General Fund/Operating</u></b>					
Water - Service	4,327,183	4,397,207	4,871,781	5,148,252	443,870
Water - Consumption	1,543,286	2,629,210	3,070,573	2,833,600	374,367
Water - Fees & Adjustments	42,631	43,355	49,298	65,000	4,812
Outside Water Sales	113,133	110,874	87,213	111,183	-
Meter Revenue	46,879	31,915	15,225	10,000	16,420
Recreation & Boating Permits	44,224	38,814	39,789	29,707	8,165
Backflow Check	10,080	10,940	10,960	15,000	2,120
Rents	9,885	17,095	15,740	22,250	1,340
Revenue - Surplus Property	74,512	24,737	17,481	10,000	-
Escrow Fees	-	-	-	10,000	-
Annexation	-	2,140	546	-	-
Custom Work/PFD Reimbursement	24,889	94,780	200,000	150,000	1,269
Misc	56,486	52,591	30,602	117,000	13,287
Interest				1,600	-
<b>Total Operating Income</b>	<b>6,293,188</b>	<b>7,453,658</b>	<b>8,409,207</b>	<b>8,523,592</b>	<b>865,651</b>
<b><u>Special Revenue Fund</u></b>					
<b>Capital Improvement Program</b>					
Taxes - 1%	254,125	259,213	271,960	240,000	-
\$1 Surcharge for Capital Projects	63,000				
Interest	34,783	34,783	11,326	18,400	-
FMV Gain/Loss - Securities	1,007	187	(514)	-	-
Inc-Capacity Fees	48,136	57,262	39,414	25,000	21,880
RDA Reimbursement	-	-			
Grant	-	-	-		-
Inc-Save-A-Can/Buy-A-Fish	8,539	6,622	8,351	8,000	282
<b>Total Capital Improvement</b>	<b>409,589</b>	<b>358,067</b>	<b>330,538</b>	<b>291,400</b>	<b>22,162</b>
<b><u>Debt Service Fund</u></b>					
Inc-Assessment Res (PID Share)	159,323	193,420	1,756	-	-
Interest	6,907	6,907	-	-	-
<b>Total Debt Service</b>	<b>166,230</b>	<b>200,327</b>	<b>1,756</b>	<b>-</b>	<b>-</b>
<b><u>PFD</u></b>					
Revenue - PFD	123,661	122,794	124,037	120,000	10,349
PFD - Interest Income					
<b>Total PFD</b>	<b>123,661</b>	<b>122,794</b>	<b>124,037</b>	<b>120,000</b>	<b>10,349</b>
<b>Total Revenue</b>	<b>6,992,668</b>	<b>8,134,846</b>	<b>8,865,538</b>	<b>8,934,992</b>	<b>898,161</b>

Paradise Irrigation District  
July 31, 2018  
Consumption Revenue

	Consumption Variations												
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Year to Date Totals
2018/19 Actual	374,367.10												374,367.10
2018/19 Budget	351,072.72	409,581.48	413,669.58	354,827.91	204,263.67	133,216.22	138,721.49	124,180.61	115,137.89	134,706.98	144,040.26	310,181.19	2,833,600.00
2017/18 Actual	359,667.07	474,793.44	432,333.28	373,575.65	303,595.80	137,963.02	148,321.64	119,874.00	140,302.00	134,383.23	157,435.81	288,146.25	3,070,391.19
2017/18 Budget	353,253.30	412,125.47	416,238.96	357,031.81	205,532.39	134,043.65	139,583.11	124,951.92	115,853.04	135,543.67	144,934.92	312,107.78	2,851,200.00
2016/17 Actual	320,953.08	374,442.19	378,179.56	324,386.10	186,739.24	121,787.18	126,820.13	113,526.76	105,259.85	123,150.04	131,682.59	283,569.76	2,306,926.72



Paradise Irrigation District  
July 31, 2018  
Operational Expense Summary

	FY 2015/16 Actual	FY 2016/17 Actual	FY 2017/18 Actual	FY 2018/19 Estimate	FY 2018/19 Actual
<b><u>Operational Summary</u></b>					
Salary and Benefits	3,690,301	3,715,155	3,607,179	3,679,401	273,543
Materials and Supplies	526,662	669,902	612,664	752,500	69,702
Outside Services	340,807	358,722	442,291	455,320	15,306
Utilities	248,292	260,884	290,220	286,285	22,688
Insurance	89,972	86,488	111,642	92,155	80
Board	-	89,120	-	41,049	-
<b>Total Operating Expense</b>	<b>4,896,033</b>	<b>5,180,270</b>	<b>5,063,996</b>	<b>5,306,709</b>	<b>381,319</b>

Paradise Irrigation District  
July 31, 2018  
Operational Expense Summary

	FY 2015/16 Actual	FY 2016/17 Actual	FY 2017/18 Actual	FY 2018/19 Estimate	FY 2018/19 Actual
<b><u>Source of Supply</u></b>					
Salary and Benefits	4,263	1,134	-	9,108	-
Materials and Supplies	30,860	58,344	55,247	55,000	-
Outside Services	7,294	8,387	9,138	30,070	685
Utilities	3,197	3,666	5,229	10,600	39
Insurance	775	800	492	680	-
<b>Total Source and Supply</b>	<b>46,390</b>	<b>72,332</b>	<b>70,106</b>	<b>105,458</b>	<b>724</b>
<b><u>Security &amp; Recreation</u></b>					
Salary and Benefits	164,487	192,704	173,017	173,046	13,531
Materials and Supplies	4,901	1,237	1,494	7,900	76
Outside Services	1,635	5,450	1,427	5,800	266
Utilities	2,166	10,598	6,314	8,400	196
Insurance	2,410	2,486	1,530	3,131	-
<b>Total Security &amp; Recreation</b>	<b>175,600</b>	<b>212,474</b>	<b>183,781</b>	<b>198,277</b>	<b>14,070</b>
<b><u>Water Treatment</u></b>					
Salary and Benefits	991,194	947,798	932,485	905,894	71,132
Materials and Supplies	163,669	191,014	183,223	207,900	13,734
Outside Services	35,458	22,381	23,262	63,500	2,581
Utilities	135,453	137,303	146,929	153,400	12,084
Insurance	19,168	19,773	12,168	17,740	-
<b>Total Water Treatment</b>	<b>1,344,942</b>	<b>1,318,268</b>	<b>1,298,068</b>	<b>1,348,434</b>	<b>99,531</b>
<b><u>Transmission &amp; Distribution</u></b>					
Salary and Benefits	773,755	998,301	1,103,566	1,055,596	71,756
Materials and Supplies	92,977	176,836	191,972	228,200	42,091
Outside Services	25,545	23,688	21,988	29,400	1,336
Utilities	51,243	56,603	64,252	64,500	6,245
Insurance	15,557	16,048	9,876	26,778	-
<b>Total Transmission and Distribution</b>	<b>959,077</b>	<b>1,271,476</b>	<b>1,391,655</b>	<b>1,404,475</b>	<b>121,428</b>
<b><u>Customer Service</u></b>					
Salary and Benefits	422,998	448,304	453,206	430,837	44,300
Materials and Supplies	7,713	6,497	(28,489)	8,400	59
Outside Services	6,426	4,267	3,847	17,000	200
Insurance	5,808	5,991	3,687	11,936	-
<b>Total Customer Service</b>	<b>442,945</b>	<b>465,059</b>	<b>432,251</b>	<b>468,173</b>	<b>44,559</b>
<b><u>Administration</u></b>					
Salary and Benefits	1,333,604	1,126,914	944,905	1,104,921	72,823
Materials and Supplies	226,541	235,975	209,216	245,100	13,742
Outside Services	264,449	294,550	382,630	309,550	10,237
Utilities	56,232	52,714	67,496	49,385	4,124
Insurance	46,254	41,389	83,889	31,890	80
Board	-	89,120	-	41,049	-
<b>Total Administration</b>	<b>1,927,080</b>	<b>1,840,661</b>	<b>1,688,136</b>	<b>1,781,894</b>	<b>101,007</b>

Paradise Irrigation District  
July 31, 2018  
Debt

Loan Name	FY 2014/15 Actual Total Payments	FY 2015/16 Actual Total Payments	FY 2016/17 Actual Total Payments	FY 2017/18 Actual Total Payments	Estimated 2018/19	FY 2018/19 Actual Total Payments
Davis Grunsky	178,757	180,728	182,743	-	-	-
DWR	526,769	-	-	-	-	-
IBANK	134,876	130,311	130,276	130,240	130,202	115,859
Private Placement Loan	267,604	267,604	-	-	-	-
2009 COP's	617,894	616,594	614,694	538,047	-	-
2016 Private Placement (Refi)	-	-	243,426	244,874	244,325	-
2017 Private Placement (Refi)	-	-	-	75,192	588,780	-
New Debt	-	-	-	-	-	-
Total	1,725,900	1,195,238	1,171,139	988,353	963,307	115,859

Paradise Irrigation District  
July 31, 2018  
Capital Projects

Project Title	Total Requested	Priority 1	Priority 2	Priority 3	2018/19 Actual
<b>Major Capital</b>					
Water Right Permits	200,000	200,000			
Almond Street Pipeline	750,000	750,000			
Process Water Recycle	100,000	100,000			
Spillway Investigation	450,000	450,000			
B-Reservoir	11,000,000	11,000,000			50,926
Tank Rehab (C, D, & E)	900,000	300,000	300,000	300,000	
Pentz Road Fickett to Stearns)	1,400,000	-	1,400,000		
Skyway (Clark Road to Wagstaff)	1,200,000	-	1,200,000		
Skyway (Longview Drive to Crossroad)	1,000,000	-	1,000,000		
Treatment Plant Upgrades					
Relocate 42-inch Creek Crossing	375,000		375,000		
SCADA Hardware and Software Upgrade	65,000		65,000		
Recuperate Plant Paving	225,000		225,000		
Replace Plant Generator/Transfer Switch	1,000,000		1,000,000		
Replace Washwater Eq Tank and add a 2nd	1,000,000		1,000,000		
Relocate Bleach Tanks w/ new Containment	250,000		250,000		
<b>Minor Capital</b>					
Treatment Plant Fork Lift	35,000	35,000	-	-	
Gator for Treatment Plant	15,000	15,000	-	-	
2018 F-150 (T & D)	35,000	35,000	-	-	
Pressure Washer	10,000	10,000	-	-	
Trencher	10,000	10,000	-	-	
IT Upgrades	70,000	70,000	-	-	
		-	-	-	
		-	-	-	
		-	-	-	
		-	-	-	
Total	20,090,000	12,975,000	6,815,000	300,000	50,926

Paradise Irrigation District  
July 31, 2018  
Contracts

Contracts		Total Contract Price	Total Paid	Remaining
Wagner & Bonsignore	Water Rights Engineer	Open	96,004.81	Open
De Novo Planning Group	Water Rights Engineer	306,430.00	204,558.74	101,871.26
Genterra Consultants	Spillway Investigation	360,214.00	346,099.32	14,114.68
Water Works	B-Reservior	773,964.00	739,728.26	34,235.74
Water Works	NPDES Permit	158,906.00	67,037.11	91,868.89
TOTAL OUTSTANDING OBLIGATIONS				<u>150,221.68</u>



***Paradise Irrigation District***

**Detail of Disbursements Report**

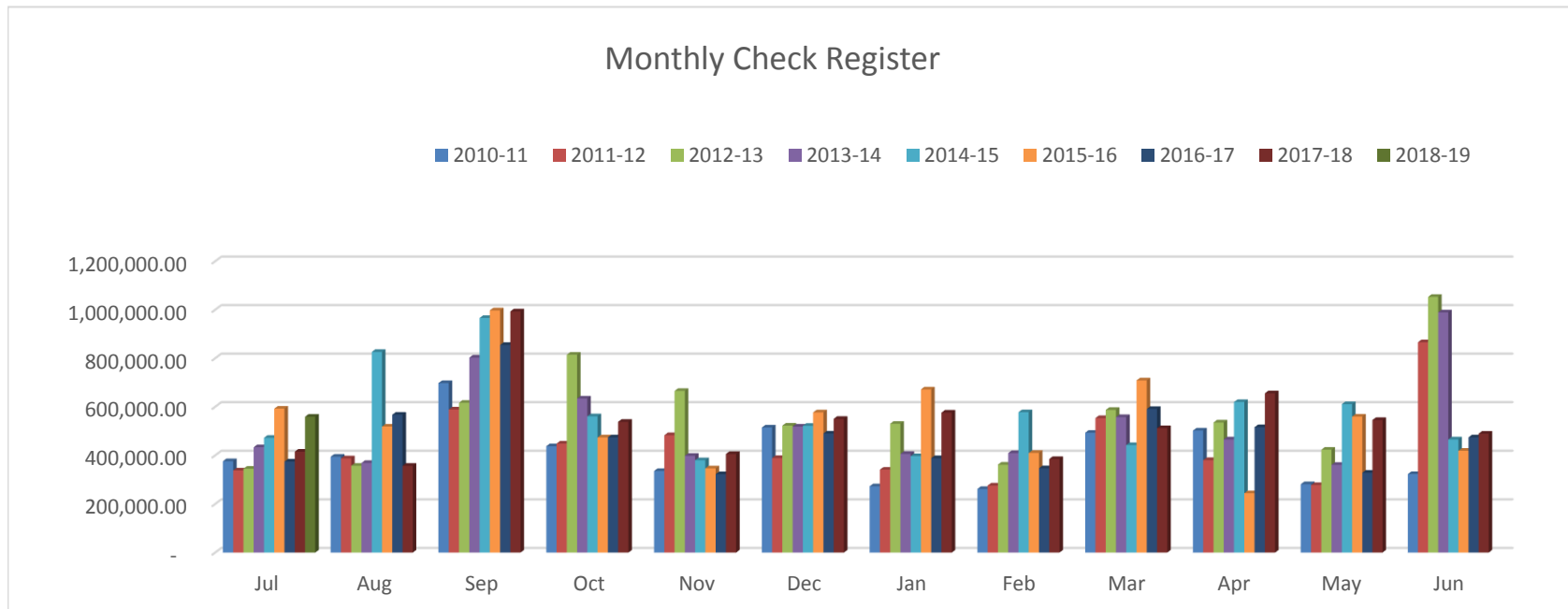
Check Numbers 52147 - 52225

Check#	Date	Vendor/Employee	Amount	% of Total Monthly Disbursements
52198	7/18/2018	ACWA/JPIA	137,141.86	24.53%
52151	7/11/2018	CA Infrastructure & Econmic Development Bank	119,265.94	21.34%
52189	7/11/2018	Zenner USA	42,682.77	7.64%
52171	7/11/2018	Northstate Aggregate, Inc.	22,361.52	4.00%
52223	7/27/2018	Minasian, Meith, Soares, Sexton & Cooper, LLP	20,623.82	3.69%
52177	7/11/2018	Pacific Gas & Electric Company	20,205.40	3.61%
1211	7/26/2018	ICMA Retirement Trust-457	14,895.41	2.66%
1209	7/11/2018	ICMA Retirement Trust-457	14,212.71	2.54%
DFT0002887	7/30/2018	Internal Revenue Service	12,775.78	2.29%
DFT0002879	7/16/2018	Internal Revenue Service	12,741.68	2.28%
DFT0002866	7/2/2018	Internal Revenue Service	12,348.44	2.21%
DFT0002880	7/16/2018	Internal Revenue Service	10,581.18	1.89%
DFT0002888	7/30/2018	Internal Revenue Service	10,223.42	1.83%
DFT0002867	7/2/2018	Internal Revenue Service	9,880.22	1.77%
52224	7/27/2018	NTU Technologies, Inc.	8,194.50	1.47%
52150	7/11/2018	Butte County Treasurer	5,263.95	0.94%
52184	7/11/2018	Tyler Technologies, Inc.	4,836.60	0.87%
52162	7/11/2018	Chemtrade Chemicals	4,382.03	0.78%
DFT0002878	7/16/2018	Employment Development Dept.	4,001.96	0.72%
52175	7/11/2018	Olin Corp.-Chlor Alkali	3,954.00	0.71%
DFT0002886	7/30/2018	Employment Development Dept.	3,831.23	0.69%
DFT0002865	7/2/2018	Employment Development Dept.	3,670.94	0.66%
52209	7/18/2018	US Bank Corporate Payment System	3,589.42	0.64%
52164	7/11/2018	Herc Rentals	3,070.88	0.55%
DFT0002896	7/27/2018	Health Equity, Inc.	3,000.00	0.54%
DFT0002890	7/30/2018	Internal Revenue Service	2,987.88	0.53%
DFT0002882	7/16/2018	Internal Revenue Service	2,979.90	0.53%
DFT0002869	7/2/2018	Internal Revenue Service	2,887.98	0.52%
52163	7/11/2018	Genterra Consultants, Inc.	2,638.00	0.47%
1210	7/26/2018	ICMA Retirement Trust-401	2,547.89	0.46%
52165	7/11/2018	Hunt & Sons, Inc.	2,544.03	0.46%
1208	7/11/2018	ICMA Retirement Trust-401	2,502.16	0.45%
52187	7/11/2018	Water Systems Optimization, Inc	2,500.00	0.45%
52197	7/17/2018	Iron Tree Relocations	2,254.67	0.40%
52214	7/27/2018	All Metals Supply, Inc	1,789.47	0.32%
52168	7/11/2018	Midsommar Services	1,535.00	0.27%
52148	7/11/2018	American Conservation & Billing Solutions	1,320.00	0.24%
52225	7/27/2018	Standard Insurance Company	1,262.39	0.23%
52181	7/11/2018	Standard Insurance Company	1,262.20	0.23%
52219	7/27/2018	Hunt & Sons, Inc.	1,210.74	0.22%
52156	7/11/2018	Cranmer Engineering, Inc.	1,092.00	0.20%
52204	7/18/2018	Hunt & Sons, Inc.	1,054.54	0.19%
DFT0002889	7/30/2018	Employment Development Dept.	1,040.69	0.19%
52166	7/11/2018	I.B.E.W. Local Union 1245	1,037.74	0.19%
52220	7/27/2018	I.B.E.W. Local Union 1245	1,037.74	0.19%
DFT0002881	7/16/2018	Employment Development Dept.	1,029.41	0.18%
DFT0002868	7/2/2018	Employment Development Dept.	1,006.23	0.18%
52201	7/18/2018	AT&T	897.89	0.16%
52178	7/11/2018	Paradise Sanitation Company	695.00	0.12%
DFT0002877	7/13/2018	Health Equity, Inc.	647.57	0.12%

DFT0002885	7/27/2018 Health Equity, Inc.	647.57	0.12%
52157	7/11/2018 Diesel Emissions Services	565.98	0.10%
52203	7/18/2018 Ed Fortner	537.78	0.10%
52186	7/11/2018 Verizon Wireless	531.32	0.10%
52147	7/11/2018 Airgas NCN	485.86	0.09%
52222	7/27/2018 Mark Thomas & Company, Inc	451.50	0.08%
DFT0002876	7/13/2018 Aflac	391.50	0.07%
DFT0002884	7/27/2018 Aflac	391.50	0.07%
DFT0002839	7/2/2018 Internal Revenue Service	380.70	0.07%
52183	7/11/2018 T-Mobile	355.55	0.06%
52170	7/11/2018 Northern Recycling & Waste Svcs	351.79	0.06%
52167	7/11/2018 Inland Business Systems	304.56	0.05%
52180	7/11/2018 Roberts & Brune Company	302.02	0.05%
52185	7/11/2018 USA Blue Book	295.68	0.05%
52174	7/11/2018 Office Depot	284.22	0.05%
52158	7/11/2018 Enterprise Record	253.48	0.05%
52155	7/11/2018 Chico Granite & Marble	227.24	0.04%
52153	7/11/2018 California State Disbursement Unit	225.23	0.04%
52216	7/27/2018 California State Disbursement Unit	225.23	0.04%
52169	7/11/2018 Northern Calif Fence	219.81	0.04%
52152	7/11/2018 California State Disbursement Unit	179.53	0.03%
52215	7/27/2018 California State Disbursement Unit	179.53	0.03%
52182	7/11/2018 Thomas Ace Hardware	157.62	0.03%
52205	7/18/2018 Office Depot	134.67	0.02%
52208	7/18/2018 Town of Paradise	132.32	0.02%
DFT0002840	7/2/2018 Internal Revenue Service	106.03	0.02%
52161	7/11/2018 Frank's Refrigeration	103.44	0.02%
52179	7/11/2018 Rental Guys	97.51	0.02%
52207	7/18/2018 Ray Morgan Company	89.54	0.02%
DFT0002842	7/2/2018 Internal Revenue Service	89.04	0.02%
52221	7/27/2018 Infinisource Cobra Compliance	80.00	0.01%
52188	7/11/2018 Zee Service Company	76.72	0.01%
DFT0002838	7/2/2018 Employment Development Dept.	70.76	0.01%
52217	7/27/2018 CDTFA	68.76	0.01%
52200	7/18/2018 AT&T	66.24	0.01%
52160	7/11/2018 Foothill Mill & Lumber Co.	64.15	0.01%
52206	7/18/2018 Pacific Gas & Electric Company	58.81	0.01%
52199	7/18/2018 Aramark Uniform Services	57.21	0.01%
52176	7/11/2018 OnTrac	46.28	0.01%
52154	7/11/2018 CDTFA	44.02	0.01%
52159	7/11/2018 Fiserv Solutions, LLC	36.63	0.01%
52149	7/11/2018 American Messaging	36.00	0.01%
52218	7/27/2018 Federal Express Corp.	33.43	0.01%
DFT0002841	7/2/2018 Employment Development Dept.	31.18	0.01%
52202	7/18/2018 Caltest Analytical Laboratory	25.00	0.00%
DFT0002871	7/2/2018 Internal Revenue Service	6.56	0.00%
DFT0002872	7/2/2018 Internal Revenue Service	5.30	0.00%
DFT0002870	7/2/2018 Employment Development Dept.	2.33	0.00%
DFT0002874	7/2/2018 Internal Revenue Service	1.52	0.00%
DFT0002873	7/2/2018 Employment Development Dept.	0.53	0.00%
DFT0002891	7/30/2018 Employment Development Dept.	(3.21)	0.00%
DFT0002893	7/30/2018 Internal Revenue Service	(8.76)	0.00%
		<hr/>	
		558,993.99	
		<hr/>	

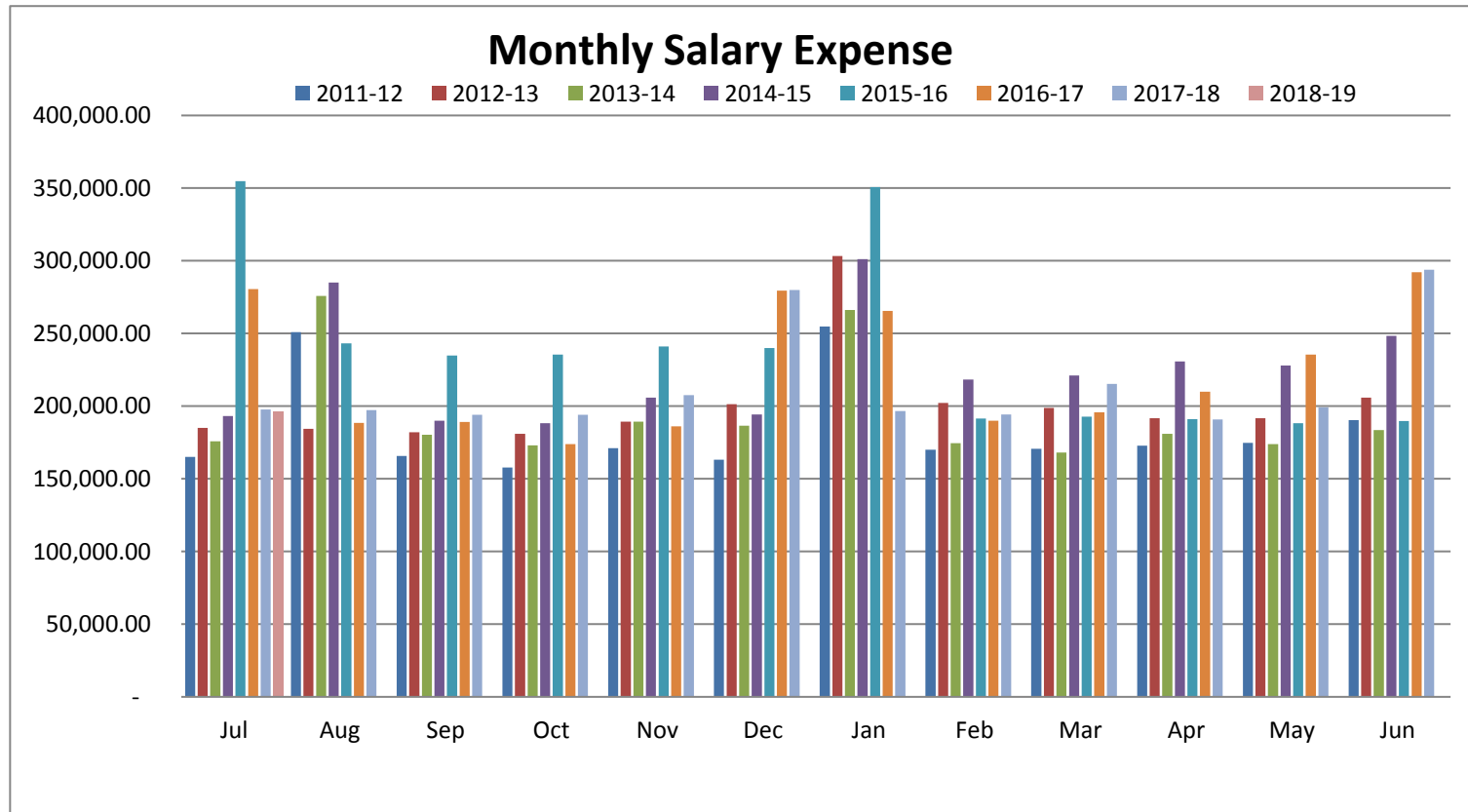
**Monthly Check Register Comparison  
7/31/2018**

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL
2010-11	376,057.07	394,478.03	697,440.23	437,353.30	335,561.35	514,446.61	272,650.38	261,657.93	492,956.90	502,246.31	281,128.16	323,018.20	4,888,994.47
2011-12	337,870.71	387,630.16	588,787.53	448,406.52	482,962.01	388,861.12	341,120.17	275,613.75	553,253.26	380,509.77	277,815.76	865,926.78	5,328,757.54
2012-13	344,902.72	357,171.01	616,334.99	814,682.57	665,449.92	522,446.13	530,039.20	361,726.18	587,020.27	535,336.13	423,280.91	1,053,235.12	6,811,625.15
2013-14	433,382.63	368,779.26	802,476.78	633,882.89	398,081.26	518,051.07	405,810.71	409,112.07	557,298.91	465,630.22	360,919.47	989,128.51	6,342,553.78
2014-15	472,241.69	826,124.72	966,091.32	560,795.81	379,837.95	521,506.16	396,986.91	577,478.70	442,160.59	619,540.73	610,653.38	465,638.98	6,839,056.94
2015-16	592,270.34	518,376.14	997,458.06	473,997.75	346,528.65	576,989.73	671,415.72	410,004.00	708,573.26	244,086.93	559,463.61	418,837.54	6,518,001.73
2016-17	374,512.89	567,413.19	854,757.17	474,138.96	322,472.57	489,838.05	388,492.74	346,722.08	590,867.07	515,955.92	328,302.60	474,140.20	5,727,613.44
2017-18	415,101.35	357,032.65	993,137.40	538,008.58	405,434.47	550,051.94	576,037.20	384,988.59	511,977.43	655,360.02	545,437.65	489,182.87	6,421,750.15
2018-19	558,993.99												558,993.99



**Monthly Salary Comparison  
7/31/2018**

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL
2011-12	165,136.25	251,002.09	165,757.57	157,802.96	171,147.57	163,179.50	254,778.33	170,115.56	170,679.95	172,787.08	174,745.15	190,441.93	2,207,573.94
2012-13	185,072.59	184,306.21	182,018.66	180,895.38	189,387.15	201,260.69	303,226.80	202,306.76	198,816.09	191,593.62	191,627.75	205,919.75	2,416,431.45
2013-14	175,893.89	275,785.03	180,387.36	173,058.88	189,337.55	186,625.72	266,179.58	174,437.98	168,064.08	180,917.98	173,815.95	183,456.22	2,327,960.22
2014-15	193,163.74	285,030.59	190,010.10	188,299.20	205,851.25	194,253.80	301,223.31	218,392.65	221,128.80	230,754.19	228,058.15	248,263.98	2,704,429.76
2015-16	354,737.39	243,154.60	234,814.08	235,558.49	241,053.93	239,917.71	350,604.30	191,449.21	192,747.74	191,038.74	188,324.27	189,669.86	2,853,070.32
2016-17	280,454.85	188,538.79	189,139.80	173,827.85	186,096.84	279,396.42	265,613.11	190,001.12	195,818.18	209,985.90	235,516.05	292,141.64	2,686,530.55
2017-18	197,765.00	197,302.76	194,072.23	194,108.00	207,608.98	279,868.60	196,727.17	194,198.52	215,233.59	190,899.04	199,152.15	293,915.52	2,560,851.56
2018-19	196,187.77												196,187.77





Paradise Irrigation District

# Expense Approval Report

By Vendor Name

Payment Dates 07/01/2018 - 07/31/2018

Payment Date	Payment Number	Description (Item)	(None)	(None)	Amount
<b>Vendor: 01022 - ACWA/JPIA</b>					
07/18/2018	52198	Health - Dental			3,248.54
07/18/2018	52198	Health - Life/AD&D			782.70
07/18/2018	52198	Health - EAP			94.00
07/18/2018	52198	Health - Medical			65,509.99
07/18/2018	52198	Health - Vision			788.19
07/18/2018	52198	Health - Dental			3,069.89
07/18/2018	52198	Health - Life/AD&D			766.70
07/18/2018	52198	Health - Medical			62,044.78
07/18/2018	52198	Health - EAP			89.30
07/18/2018	52198	Health - Vision			747.77
<b>Vendor 01022 - ACWA/JPIA Total:</b>					<b>137,141.86</b>
<b>Vendor: 02957 - Aflac</b>					
07/13/2018	DFT0002876	Montly Aflac Invoice			391.50
07/27/2018	DFT0002884	Montly Aflac Invoice			391.50
<b>Vendor 02957 - Aflac Total:</b>					<b>783.00</b>
<b>Vendor: 01032 - Airgas NCN</b>					
07/11/2018	52147	Welding Supplies - Shop			485.86
<b>Vendor 01032 - Airgas NCN Total:</b>					<b>485.86</b>
<b>Vendor: 01041 - All Metals Supply, Inc</b>					
07/27/2018	52214	zerk hinge			38.75
07/27/2018	52214	diversion dam fence			1,750.72
<b>Vendor 01041 - All Metals Supply, Inc Total:</b>					<b>1,789.47</b>
<b>Vendor: 02847 - American Conservation &amp; Billing Solutions</b>					
07/11/2018	52148	AquaHawk Alerting - 8/18			1,320.00
<b>Vendor 02847 - American Conservation &amp; Billing Solutions Total:</b>					<b>1,320.00</b>
<b>Vendor: 02840 - American Messaging</b>					
07/11/2018	52149	Standby Pager - Shop			36.00
<b>Vendor 02840 - American Messaging Total:</b>					<b>36.00</b>
<b>Vendor: 01068 - Aramark Uniform Services</b>					
07/18/2018	52199	Uniforms - TP			57.21
<b>Vendor 01068 - Aramark Uniform Services Total:</b>					<b>57.21</b>
<b>Vendor: 01082 - AT&amp;T</b>					
07/18/2018	52201	Lake			19.92
07/18/2018	52201	DS1 Service IntrtaLATA			82.57
07/18/2018	52201	Phone Line - TP			76.61
07/18/2018	52201	Shop Fax			20.27
07/18/2018	52201	B Res Alarm			20.27
07/18/2018	52201	Office			351.40
07/18/2018	52201	Elliott & Clark			165.13
07/18/2018	52201	DS1 Service IntrtaLATA			82.56
07/18/2018	52201	Computer Room			20.27
07/18/2018	52201	Office Fax			58.89
<b>Vendor 01082 - AT&amp;T Total:</b>					<b>897.89</b>
<b>Vendor: 01083 - AT&amp;T</b>					
07/18/2018	52200	B Res			33.12
07/18/2018	52200	A Tank Alarm			33.12
<b>Vendor 01083 - AT&amp;T Total:</b>					<b>66.24</b>
<b>Vendor: 01135 - Butte County Treasurer</b>					
07/11/2018	52150	18-19 LAFCO Oper. Exp.			5,263.95
<b>Vendor 01135 - Butte County Treasurer Total:</b>					<b>5,263.95</b>

## Expense Approval Report

Payment Dates: 07/01/2018 - 07/31/2018

Payment Date	Payment Number	Description (Item)	(None)	(None)	Amount
<b>Vendor: 01294 - CA Infrastructure &amp; Econmic Development Bank</b>					
07/11/2018	52151	Interest Pymts.			15,730.45
07/11/2018	52151	Principal Pymts.			100,128.17
07/11/2018	52151	Annual Fee			3,407.32
<b>Vendor 01294 - CA Infrastructure &amp; Econmic Development Bank Total:</b>					<b>119,265.94</b>
<b>Vendor: 01256 - California State Disbursement Unit</b>					
07/11/2018	52152	Garnishment			179.53
07/11/2018	52153	Garnishment			225.23
07/27/2018	52215	Garnishment			179.53
07/27/2018	52216	Garnishment			225.23
<b>Vendor 01256 - California State Disbursement Unit Total:</b>					<b>809.52</b>
<b>Vendor: 03019 - Caltest Analytical Laboratory</b>					
07/18/2018	52202	Lab Fees -TP			25.00
<b>Vendor 03019 - Caltest Analytical Laboratory Total:</b>					<b>25.00</b>
<b>Vendor: 02304 - CDTFA</b>					
07/11/2018	52154	Fuel Tax			17.42
07/11/2018	52154	Fuel Tax			26.60
07/27/2018	52217	2nd. Qtr. Fuel Tax 2018			68.76
<b>Vendor 02304 - CDTFA Total:</b>					<b>112.78</b>
<b>Vendor: 01585 - Chemtrade Chemicals</b>					
07/11/2018	52162	Aluminum Sulfate - Liquid (alum)			4,382.03
<b>Vendor 01585 - Chemtrade Chemicals Total:</b>					<b>4,382.03</b>
<b>Vendor: 03031 - Chico Granite &amp; Marble</b>					
07/11/2018	52155	Garden			227.24
<b>Vendor 03031 - Chico Granite &amp; Marble Total:</b>					<b>227.24</b>
<b>Vendor: 01356 - Cranmer Engineering, Inc.</b>					
07/11/2018	52156	Lab Fees - TP			1,092.00
<b>Vendor 01356 - Cranmer Engineering, Inc. Total:</b>					<b>1,092.00</b>
<b>Vendor: 01494 - Diesel Emissions Services</b>					
07/11/2018	52157	Repairs - #35, 07 Loader - Pulse...			312.87
07/11/2018	52157	Equipment Repairs - Shop			253.11
<b>Vendor 01494 - Diesel Emissions Services Total:</b>					<b>565.98</b>
<b>Vendor: 03021 - Ed Fortner</b>					
07/18/2018	52203	Reimbursements - Travel			537.78
<b>Vendor 03021 - Ed Fortner Total:</b>					<b>537.78</b>
<b>Vendor: 01480 - Employment Development Dept.</b>					
07/02/2018	DFT0002838	State Income Tax Withholding			70.76
07/02/2018	DFT0002841	State Disability Withholding			31.18
07/02/2018	DFT0002865	State Income Tax Withholding			3,670.94
07/02/2018	DFT0002868	State Disability Withholding			1,006.23
07/02/2018	DFT0002870	State Income Tax Withholding			2.33
07/02/2018	DFT0002873	State Disability Withholding			0.53
07/16/2018	DFT0002878	State Income Tax Withholding			4,001.96
07/16/2018	DFT0002881	State Disability Withholding			1,029.41
07/30/2018	DFT0002891	State Income Tax Withholding			-3.21
07/30/2018	DFT0002886	State Income Tax Withholding			3,831.23
07/30/2018	DFT0002889	State Disability Withholding			1,040.69
<b>Vendor 01480 - Employment Development Dept. Total:</b>					<b>14,682.05</b>
<b>Vendor: 01275 - Enterprise Record</b>					
07/11/2018	52158	Public Notice			253.48
<b>Vendor 01275 - Enterprise Record Total:</b>					<b>253.48</b>
<b>Vendor: 01526 - Federal Express Corp.</b>					
07/27/2018	52218	Postage			33.43
<b>Vendor 01526 - Federal Express Corp. Total:</b>					<b>33.43</b>

## Expense Approval Report

Payment Dates: 07/01/2018 - 07/31/2018

Payment Date	Payment Number	Description (Item)	(None)	(None)	Amount
<b>Vendor: 02945 - Fiserv Solutions, LLC</b>					
07/11/2018	52159	Bank Charges			36.63
<b>Vendor 02945 - Fiserv Solutions, LLC Total:</b>					<b>36.63</b>
<b>Vendor: 01548 - Foothill Mill &amp; Lumber Co.</b>					
07/11/2018	52160	Garden			64.15
<b>Vendor 01548 - Foothill Mill &amp; Lumber Co. Total:</b>					<b>64.15</b>
<b>Vendor: 01556 - Frank's Refrigeration</b>					
07/11/2018	52161	Bldg & Grounds Maint. - TP			103.44
<b>Vendor 01556 - Frank's Refrigeration Total:</b>					<b>103.44</b>
<b>Vendor: 01587 - Genterra Consultants, Inc.</b>					
07/11/2018	52163	Dam Surveillance			2,638.00
<b>Vendor 01587 - Genterra Consultants, Inc. Total:</b>					<b>2,638.00</b>
<b>Vendor: 02889 - Health Equity, Inc.</b>					
07/13/2018	DFT0002877	HSA Contribution			647.57
07/27/2018	DFT0002885	HSA Contribution			647.57
07/27/2018	DFT0002896	HSA Contribution			3,000.00
<b>Vendor 02889 - Health Equity, Inc. Total:</b>					<b>4,295.14</b>
<b>Vendor: 01673 - Herc Rentals</b>					
07/11/2018	52164	Job #18-01 Crestview			3,070.88
<b>Vendor 01673 - Herc Rentals Total:</b>					<b>3,070.88</b>
<b>Vendor: 01705 - Hunt &amp; Sons, Inc.</b>					
07/11/2018	52165	395gals. unleaded gasoline			1,345.44
07/11/2018	52165	65gals. clear diesel			261.31
07/11/2018	52165	96gals. unleaded gasoline			342.73
07/11/2018	52165	193gals. dyed diesel			594.55
07/18/2018	52204	300gals. unleaded gasoline			1,054.54
07/27/2018	52219	125gals. clear diesel			464.14
07/27/2018	52219	225gals. unleaded gasoline			746.60
<b>Vendor 01705 - Hunt &amp; Sons, Inc. Total:</b>					<b>4,809.31</b>
<b>Vendor: 01713 - I.B.E.W. Local Union 1245</b>					
07/11/2018	52166	Union Dues			1,091.74
07/11/2018	52166	Union Dues			-54.00
07/27/2018	52220	Union Dues			-54.00
07/27/2018	52220	Union Dues			1,091.74
<b>Vendor 01713 - I.B.E.W. Local Union 1245 Total:</b>					<b>2,075.48</b>
<b>Vendor: 01716 - ICMA Retirement Trust-401</b>					
07/11/2018	1208	Retirement - 401(a) Match			2,502.16
07/26/2018	1210	Retirement - 401(a) Match			2,474.82
07/26/2018	1210	Retirement - 401(a) Match			73.07
<b>Vendor 01716 - ICMA Retirement Trust-401 Total:</b>					<b>5,050.05</b>
<b>Vendor: 01715 - ICMA Retirement Trust-457</b>					
07/11/2018	1209	Retirement Trust - 457			2,502.16
07/11/2018	1209	Deferred Comp 457			7,840.70
07/11/2018	1209	Retirement Trust - 457			726.37
07/11/2018	1209	Retirement Trust - 457			2,101.97
07/11/2018	1209	Loan Payment			564.37
07/11/2018	1209	Loan Payment			125.00
07/11/2018	1209	Loan Payment			40.11
07/11/2018	1209	Loan Payment			127.09
07/11/2018	1209	Loan Payment			184.94
07/26/2018	1211	Retirement Trust - 457			2,474.82
07/26/2018	1211	Deferred Comp 457			7,977.85
07/26/2018	1211	Retirement Trust - 457			726.19
07/26/2018	1211	Retirement Trust - 457			2,601.97
07/26/2018	1211	Loan Payment			564.37
07/26/2018	1211	Loan Payment			125.00
07/26/2018	1211	Loan Payment			40.11

## Expense Approval Report

Payment Dates: 07/01/2018 - 07/31/2018

Payment Date	Payment Number	Description (Item)	(None)	(None)	Amount
07/26/2018	1211	Loan Payment			127.09
07/26/2018	1211	Loan Payment			184.94
07/26/2018	1211	Retirement Trust - 457			73.07
Vendor 01715 - ICMA Retirement Trust-457 Total:					29,108.12
Vendor: 01722 - Infinisource Cobra Compliance					
07/27/2018	52221	Flexible Benefits			80.00
Vendor 01722 - Infinisource Cobra Compliance Total:					80.00
Vendor: 01720 - Inland Business Systems					
07/11/2018	52167	Office Equip. Maint. - Office			304.56
Vendor 01720 - Inland Business Systems Total:					304.56
Vendor: 01731 - Internal Revenue Service					
07/02/2018	DFT0002839	FICA Withholding			380.70
07/02/2018	DFT0002840	Fed Withholding			106.03
07/02/2018	DFT0002842	Medicare Withholding			89.04
07/02/2018	DFT0002866	FICA Withholding			12,348.44
07/02/2018	DFT0002867	Fed Withholding			9,880.22
07/02/2018	DFT0002869	Medicare Withholding			2,887.98
07/02/2018	DFT0002871	FICA Withholding			6.56
07/02/2018	DFT0002872	Fed Withholding			5.30
07/02/2018	DFT0002874	Medicare Withholding			1.52
07/16/2018	DFT0002879	FICA Withholding			12,741.68
07/16/2018	DFT0002880	Fed Withholding			10,581.18
07/16/2018	DFT0002882	Medicare Withholding			2,979.90
07/30/2018	DFT0002893	Fed Withholding			-8.76
07/30/2018	DFT0002887	FICA Withholding			12,775.78
07/30/2018	DFT0002888	Fed Withholding			10,223.42
07/30/2018	DFT0002890	Medicare Withholding			2,987.88
Vendor 01731 - Internal Revenue Service Total:					77,986.87
Vendor: 03034 - Iron Tree Relocations					
07/17/2018	52197	Deposit on Moving Exp.			2,254.67
Vendor 03034 - Iron Tree Relocations Total:					2,254.67
Vendor: 03032 - Mark Thomas & Company, Inc					
07/27/2018	52222	Almond St. Water Main Replmt....			451.50
Vendor 03032 - Mark Thomas & Company, Inc Total:					451.50
Vendor: 03033 - Midsommar Services					
07/11/2018	52168	Travel Exp. - Auto Transport			1,535.00
Vendor 03033 - Midsommar Services Total:					1,535.00
Vendor: 01905 - Minasian, Meith, Soares, Sexton & Cooper, LLP					
07/27/2018	52223	Legal Fees			20,623.82
Vendor 01905 - Minasian, Meith, Soares, Sexton & Cooper, LLP Total:					20,623.82
Vendor: 01958 - Northern Calif Fence					
07/11/2018	52169	repair parts for corp yard gate			219.81
Vendor 01958 - Northern Calif Fence Total:					219.81
Vendor: 01980 - Northern Recycling & Waste Svcs					
07/11/2018	52170	Garbage - Lake			93.75
07/11/2018	52170	Garbage - TP			41.25
07/11/2018	52170	Garbage - Shop			149.97
07/11/2018	52170	Landfill Fees - Shop			13.50
07/11/2018	52170	Garbage - Office			53.32
Vendor 01980 - Northern Recycling & Waste Svcs Total:					351.79
Vendor: 01950 - Northstate Aggregate, Inc.					
07/11/2018	52171	Job #18-01 - Crestview			444.21
07/11/2018	52171	Job #18-01 - Crestview			433.80
07/11/2018	52171	Job #18-01 - Crestview			476.17
07/11/2018	52171	Job #18-01 - Crestview			471.63
07/11/2018	52171	Job #18-01 - Crestview			892.58
07/11/2018	52171	Job #18-01 - Crestview			474.59



## Expense Approval Report

Payment Dates: 07/01/2018 - 07/31/2018

Payment Date	Payment Number	Description (Item)	(None)	(None)	Amount
07/11/2018	52171	Job #18-01 - Crestview			444.57
07/11/2018	52171	Job #18-01 - Crestview			477.95
07/11/2018	52171	Job #18-01 - Crestview			474.99
07/11/2018	52171	Job #18-01 - Crestview			471.43
07/11/2018	52171	Job #18-01 - Crestview			431.80
07/11/2018	52171	Job #18-01 - Crestview			477.16
07/11/2018	52171	Job #18-01 - Crestview			461.42
07/11/2018	52171	Job #18-01 - Crestview			477.75
07/11/2018	52171	Job #18-01 - Crestview			907.26
07/11/2018	52171	Job #18-01 - Crestview			471.24
07/11/2018	52171	Job #18-01 - Crestview			470.64
07/11/2018	52171	Job #18-01 - Crestview			437.27
07/11/2018	52171	Job #18-01 - Crestview			2,756.06
07/11/2018	52171	Job #18-01 - Crestview			475.58
07/11/2018	52171	Job #18-01 - Crestview			909.76
07/11/2018	52171	Job #18-01 - Crestview			467.29
07/11/2018	52171	Job #18-01 - Crestview			436.91
07/11/2018	52171	Job #18-01 - Crestview			480.32
07/11/2018	52171	Job #18-01 - Crestview			477.95
07/11/2018	52171	Garden			275.16
07/11/2018	52171	Job #18-01 - Crestview			482.69
07/11/2018	52171	Job #18-01 - Crestview			433.07
07/11/2018	52171	Job #18-01 - Crestview			429.97
07/11/2018	52171	Job #18-01 - Crestview			2,748.59
07/11/2018	52171	Job #18-01 - Crestview			474.40
07/11/2018	52171	Job #18-01 - Crestview			481.31
07/11/2018	52171	Job #18-01 - Crestview			467.29
07/11/2018	52171	Job #18-01 - Crestview			465.11
07/11/2018	52171	Job #18-01 - Crestview			436.91
07/11/2018	52171	Job #18-01 - Crestview			466.69
Vendor 01950 - Northstate Aggregate, Inc. Total:					22,361.52
Vendor: 01985 - NTU Technologies, Inc.					
07/27/2018	52224	(18210) ProPac 9600 (ACH)			8,194.50
Vendor 01985 - NTU Technologies, Inc. Total:					8,194.50
Vendor: 01995 - Office Depot					
07/11/2018	52174	Office Supplies - Office			94.80
07/11/2018	52174	Office Supplies - Office			29.35
07/11/2018	52174	Office Supplies - Shop			160.07
07/18/2018	52205	Office Supplies - Office			134.67
Vendor 01995 - Office Depot Total:					418.89
Vendor: 02005 - Olin Corp.-Chlor Alkali					
07/11/2018	52175	Sodium Hypochlorite 12.5% (bl...			3,954.00
Vendor 02005 - Olin Corp.-Chlor Alkali Total:					3,954.00
Vendor: 02014 - OnTrac					
07/11/2018	52176	Courier Service Water Samples -...			46.28
Vendor 02014 - OnTrac Total:					46.28
Vendor: 02081 - Pacific Gas & Electric Company					
07/11/2018	52177	Geppetto North End			19.06
07/11/2018	52177	Paradise Dam #2 Park			89.73
07/11/2018	52177	8764 Skyway			36.57
07/11/2018	52177	Mag Res Filtration Plant			11,743.35
07/11/2018	52177	Moore Rd. ES Forest Serv. Rd. - ...			5,103.18
07/11/2018	52177	Bader Mine Rd. -Electric			43.99
07/11/2018	52177	Lovely Ln. N/End Tank Res #D			21.59
07/11/2018	52177	Skyway W/S N/Clark Tank Res #A			20.28
07/11/2018	52177	Moore Rd. ES Forest Serv. Rd. - ...			22.30
07/11/2018	52177	Frank Turner Way Tank Res #C			18.60
07/11/2018	52177	6344 Clark Rd. - GAS			18.33
07/11/2018	52177	5320 Pentz Rd. - ELECTRIC			9.53

## Expense Approval Report

Payment Dates: 07/01/2018 - 07/31/2018

Payment Date	Payment Number	Description (Item)	(None)	(None)	Amount
07/11/2018	52177	Nunnelly Rd. Ext. Tank Res #E			20.21
07/11/2018	52177	W/S Skyway 1000FT N/Rock Ln.			3.94
07/11/2018	52177	6332 Clark Rd. - ELECTRIC			3,015.50
07/11/2018	52177	6332 Clark Rd. - GAS			19.24
07/18/2018	52206	(6) Locations - MS			58.81
Vendor 02081 - Pacific Gas & Electric Company Total:					20,264.21
Vendor: 02051 - Paradise Sanitation Company					
07/11/2018	52178	Bldg & Grounds Maint. - 6350 C...			695.00
Vendor 02051 - Paradise Sanitation Company Total:					695.00
Vendor: 02153 - Ray Morgan Company					
07/18/2018	52207	Office Supplies - Office			89.54
Vendor 02153 - Ray Morgan Company Total:					89.54
Vendor: 01631 - Rental Guys					
07/11/2018	52179	Job #17.01 - Crestview			97.51
Vendor 01631 - Rental Guys Total:					97.51
Vendor: 02185 - Roberts & Brune Company					
07/11/2018	52180	(4) Adaptor - CI - 8' MJ x FL			302.02
Vendor 02185 - Roberts & Brune Company Total:					302.02
Vendor: 02292 - Standard Insurance Company					
07/11/2018	52181	Long Term Disability			1,262.20
07/27/2018	52225	Long Term Disability			1,262.39
Vendor 02292 - Standard Insurance Company Total:					2,524.59
Vendor: 02362 - Thomas Ace Hardware					
07/11/2018	52182	Bldg & Grounds Maint. - Lake			31.58
07/11/2018	52182	Misc. Supplies - Lake			101.68
07/11/2018	52182	Construction & Maint. Supplies -..			13.18
07/11/2018	52182	Misc. Supplies - Lake			3.43
07/11/2018	52182	Office Supplies - Office			7.75
07/11/2018	52182	Construction & Maint. Supplies -..			31.86
07/11/2018	52182	Construction & Maint. Supplies -..			-31.86
Vendor 02362 - Thomas Ace Hardware Total:					157.62
Vendor: 02964 - T-Mobile					
07/11/2018	52183	Fireflies - CS			355.55
Vendor 02964 - T-Mobile Total:					355.55
Vendor: 02376 - Town of Paradise					
07/18/2018	52208	Annual Operating Permit - Shop			33.08
07/18/2018	52208	Annual Operating Permit - 6350...			33.08
07/18/2018	52208	Annual Operating Permit - 6360...			33.08
07/18/2018	52208	Annual Operating Permit - Office			33.08
Vendor 02376 - Town of Paradise Total:					132.32
Vendor: 02394 - Tyler Technologies, Inc.					
07/11/2018	52184	Maintenance - 06/18			4,635.40
07/11/2018	52184	Utility Billing Notification - (12)			1.20
07/11/2018	52184	Maintenance - 07/18			200.00
Vendor 02394 - Tyler Technologies, Inc. Total:					4,836.60
Vendor: 02824 - US Bank Corporate Payment System					
07/18/2018	52209	Postage			16.95
07/18/2018	52209	Office Supplies - Office			12.99
07/18/2018	52209	Office Supplies - Office			19.99
07/18/2018	52209	Garden			30.95
07/18/2018	52209	Garden			16.41
07/18/2018	52209	Conferences & Meetings - TP			179.00
07/18/2018	52209	Training - Shop			180.00
07/18/2018	52209	Garden			18.31
07/18/2018	52209	Office Equipment Maint. - Office			190.42
07/18/2018	52209	Training - Shop			600.00
07/18/2018	52209	Office Supplies - Office			144.00

## Expense Approval Report

Payment Dates: 07/01/2018 - 07/31/2018

Payment Date	Payment Number	Description (Item)	(None)	(None)	Amount
07/18/2018	52209	Conferences & Meetings - TP			60.00
07/18/2018	52209	Misc. Supplies - TP			106.18
07/18/2018	52209	Repairs - Magmeter - Parts			211.41
07/18/2018	52209	Office Supplies - Office			14.99
07/18/2018	52209	Office Supplies - Office			17.98
07/18/2018	52209	Office Supplies - Office			13.99
07/18/2018	52209	Misc. Supplies - TP			8.00
07/18/2018	52209	(2) Shop Manuals - Shop			229.79
07/18/2018	52209	Office Supplies - TP			22.86
07/18/2018	52209	Office Supplies - TP			53.78
07/18/2018	52209	Office Supplies - Office			13.99
07/18/2018	52209	Office Supplies - Office			12.98
07/18/2018	52209	Employee Incentive Program			135.93
07/18/2018	52209	Garden			65.11
07/18/2018	52209	Misc. Supplies - TP			32.11
07/18/2018	52209	Office Supplies - Office			4.75
07/18/2018	52209	Conferences & Meetings - Office			1,141.56
07/18/2018	52209	Office Supplies - Office			34.99
Vendor 02824 - US Bank Corporate Payment System Total:					3,589.42
Vendor: 02686 - USA Blue Book					
07/11/2018	52185	Misc. Supplies - TP			78.57
07/11/2018	52185	Repairs - SCADA Controlers - P...			217.11
Vendor 02686 - USA Blue Book Total:					295.68
Vendor: 02703 - Verizon Wireless					
07/11/2018	52186	(16) Mobile Phones			531.32
Vendor 02703 - Verizon Wireless Total:					531.32
Vendor: 03024 - Water Systems Optimization, Inc					
07/11/2018	52187	Validation service of 2017 Wate...			2,500.00
Vendor 03024 - Water Systems Optimization, Inc Total:					2,500.00
Vendor: 02787 - Zee Service Company					
07/11/2018	52188	Safety Supplies - Shop			76.72
Vendor 02787 - Zee Service Company Total:					76.72
Vendor: 02867 - Zenner USA					
07/11/2018	52189	(48) PPD 03 3/4"			4,554.44
07/11/2018	52189	Hosting & System Maint.			16,914.00
07/11/2018	52189	METER - Fire Fly			21,214.33
Vendor 02867 - Zenner USA Total:					42,682.77
Grand Total:					558,993.99

## Report Summary

## Fund Summary

Fund	Payment Amount
01 - GENERAL FUND	558,993.99
<b>Grand Total:</b>	<b>558,993.99</b>

## Account Summary

Account Number	Account Name	Payment Amount
01-00-490020	Reimbursements	537.78
01-00-680000	Interest Expense	15,730.45
01-10-610012	D Tank Well SFM 98 19841	19.06
01-10-611011	Lake - 873-1040	19.92
01-10-630046	Reservoir Surveillance	2,638.00
01-122010	Pre-Paid Insurance - Dental	6,318.43
01-122020	Pre-Paid Insurance - Life	1,549.40
01-122040	Pre-Paid Insurance - Medi...	132,816.21
01-122050	Pre-Paid Insurance - Vision	1,535.96
01-125010	Inventory - General	26,070.79
01-15-601090	Misc. Supplies	105.11
01-15-610013	Picnic Area ZFM 60 54601...	89.73
01-15-630010	Bldg & Grounds Maintena...	31.58
01-15-630029	Garbage	93.75
01-210020	Federal Withholding	30,787.39
01-210030	FICA	47,199.48
01-210040	Garnishments	809.52
01-210042	Loan - Retirement	2,083.02
01-210045	Retirement	32,075.15
01-210050	State Disability	3,108.04
01-210060	State Withholding	11,574.01
01-210065	Union Dues	2,075.48
01-250072	I-Bank Note - Magalia Byp...	100,128.17
01-30-600072	Treatment Chemicals	16,530.53
01-30-601030	Office Supplies	76.64
01-30-601099	Miscellaneous Supplies	224.86
01-30-610032	T.Plant to B Res RFM 98-2...	36.57
01-30-610033	T. Plant SFM 10-37162	11,743.35
01-30-611031	877-3554 TPlant Line 1	159.18
01-30-621000	Equipment-Repairs	428.52
01-30-630010	Bldg & Grounds Maintena...	103.44
01-30-630035	Garbage	41.25
01-30-630040	Lab Fees	1,117.00
01-30-630060	Uniforms	57.21
01-30-650099	Miscellaneous Fees	46.28
01-30-675010	Conferences & Meetings	239.00
01-40-601014	Welding Supplies	485.86
01-40-601030	Office Supplies	224.21
01-40-601040	Safety Supplies	76.72
01-40-601060	Construction & Maint. Su...	2,182.53
01-40-610041	Moore Rd Pump QFM 37-...	5,281.95
01-40-611013	Cell Phones	531.32
01-40-611014	521-4982 Stand-by	36.00
01-40-611041	234-841-0571 T.Plant to B...	66.24
01-40-611049	Phone - Shop Fax 872-7413	20.27
01-40-611063	530-877-7529 B-Res Alarm	20.27
01-40-620000	Vehicles/Equipment-Gas/...	4,922.09
01-40-621000	Equipment-Repairs	565.98
01-40-623001	Structure Imp > \$2500	451.50
01-40-630035	Garbage	149.97
01-40-630036	Landfill Fees	13.50
01-40-650095	Permits/Fees	33.08

**Account Summary**

<b>Account Number</b>	<b>Account Name</b>	<b>Payment Amount</b>
01-40-675040	Training	780.00
01-40-699099	Miscellaneous	229.79
01-50-630099	Miscellaneous Services	200.00
01-50-650099	Miscellaneous Fees	1.20
01-50-699000	Miscellaneous	414.36
01-60-601030	Office Supplies	422.55
01-60-610061	Office BFM 04-52601	3,015.50
01-60-610062	Office BFM 04-52651	19.24
01-60-611061	877-4971 Office	599.09
01-60-611064	872-9706 Modem	20.27
01-60-611066	876-0483 Office Fax	58.89
01-60-623000	Structure Repairs	697.33
01-60-630010	Bldg & Grounds Maintena...	695.00
01-60-630025	Office Equipment Mainte...	17,408.98
01-60-630035	Garbage	53.32
01-60-635030	Legal	20,623.82
01-60-635040	Administration Fee	3,407.32
01-60-635050	Flexible Bene & COBRA Pl...	80.00
01-60-635099	Miscellaneous Prof. Servi...	3,820.00
01-60-650050	Dues	5,263.95
01-60-650090	Permits	99.24
01-60-655010	Long-Term Disability	2,524.59
01-60-665000	Postage	50.38
01-60-670000	Public Notices	253.48
01-60-675010	Conferences & Meetings	1,141.56
01-60-699031	Bank Charges.	4,672.03
01-60-699050	Employee Incentive Progr...	135.93
01-60-699099	Miscellaneous	3,789.67
01-70-601099	Miscellaneous Supplies	25,254.75
<b>Grand Total:</b>		<b>558,993.99</b>

**Project Account Summary**

<b>Project Account Key</b>	<b>Payment Amount</b>
**None**	558,993.99
<b>Grand Total:</b>	<b>558,993.99</b>

## **ASSISTANT DISTRICT MANAGER**

### **DEFINITION**

Under administrative direction, plans, organizes, coordinates, and directs departments, objectives, and projects as assigned by the District Manager; acts in the absence of the District Manager; performs related work as assigned.

### **CLASS CHARACTERISTICS**

This single position class is responsible for the development and administration of assigned programs and departments, including supervising any assigned staff. The employee is expected to demonstrate a high level of professional administrative expertise in establishing and maintaining efficient and effective departmental operations consistent with Board policies and administrative guidelines established by the District Manager. The employee also functions as a member of the District's management team and participates in addressing issues of concern to the District which may not have a direct impact on the employee's area of specialization. This position is distinguished from the District Manager, which is responsible for all District functions.

### **ESSENTIAL FUNCTIONS**

Essential functions include, but are not limited to, the following:

- Develops and implements goals, objectives, and work standards for assigned departments and projects; identifies problems, determines analytical approach, evaluates alternative courses of action, and makes recommendations regarding such areas as organizational structure, staffing requirements, cost analysis, productivity, and procedure modifications;
- Prepares or directs the preparation of a wide variety of information and background materials for the Board of Directors; attends and may present at Board and Committee meetings;
- Serves as District Treasurer and Chief Fiscal Officer; directs the development and administration of the District's budget; directs and prepares financial analyses and rate and cost studies; coordinates debt issuances with the District's financial advisor, bond counsel, and underwriter; analyzes and recommends water rates, fees, and other charges; supervises and provides guidance to the Office Manager and Information Systems Manager;
- Assumes responsibility for the proper investment of District funds in accordance with the District's Investment Policy;
- Administers the District insurance and risk management functions.
- Coordinates the District's outside annual certified audit, participates in the selection process of the auditing firm, and implements adequate internal controls to safeguard the District's assets.
- Responds to and directs the execution of public records requests and legal proceedings with the guidance of legal counsel;
- Plans, schedules, supervises, reviews, and evaluates the work of assigned staff; directs staff training and development; reviews and evaluates employee performance; recommends disciplinary action; Assists with the administration of personnel related matters, including employment procedures, grievances, classification and pay, and employer-employee relations;

- Maintains liaison with representatives of other agencies, community groups, boards and commissions, contractors, joint powers authorities and others; coordinates and administers interagency agreements; assists in the development of District-wide goals and objectives; analyzes current and historical trends; determines variances and recommends improved cost effectiveness;
- Operates copiers and a variety of office equipment;
- Performs duties in a professional manner and works well with others or in a team setting;
- Establish and maintain cooperative working relationships with co-workers, outside agencies, and the public;
- Regular attendance and adherence to prescribed work schedule to conduct job responsibilities;
- Observes safe work practices and safety methods; performs other duties as assigned.

## QUALIFICATIONS GUIDELINES

### Knowledge, Skills, and Abilities

#### Knowledge of:

- The principles and practices of public administration and government finance;
- Data collection and analysis techniques;
- Principles and practices of budgeting, accounting, finance, investment, auditing, and the development and maintenance of fiscal controls,
- Knowledge of retirement and medical plans offered to employees
- Risk management and insurance.
- The operations typical of district services;
- Principles and practices of supervision including selection, work evaluation, and training;
- Computer applications related to the work;
- Applicable laws and regulations; including Public personnel administration, and employer-employee relations.
- Techniques of maintaining effective Board/staff and public/staff relations.
- Municipal water treatment and distribution, including regulations.

#### Ability to:

- Communicate clearly and concisely, both orally and in writing;
- Analyze, research, and prepare complex reports on a variety of subjects;
- Establish and maintain effective relationships with the community at large, the Board of Directors, District employees, other public officials, and others contacted in the course of the work; represent the District at various meetings;
- Plan, direct, and coordinate District programs including fiscal, investment, and records management programs;
- Select, train, supervise, and evaluate employees;
- Analyze legislation and develop effective recommendations;
- Operate programs within allocated amounts; plan and achieve a balanced budget;
- Respond to emergency and problem situations in an effective manner;
- Understand, explain, and apply policies and procedures; participate in developing new District policies;
- Analyze unusual situations and resolve them through application of management principles and practices; assist in developing comprehensive plans to meet future District needs/services;

- Deal constructively with conflict and develop effective resolutions;

#### Education & Experience

Any combination of education or experience that would likely provide the necessary knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be: Bachelor degree in business or public administration, finance, accounting, or a closely related field, and five years of progressively responsible management level experience in administrative systems, finance, budgetary, or closely related work, preferably in a water or wastewater agency. A CPA is desirable.

#### Licenses, Certificates, and Special Requirements

- None required; however, a CPA license is desirable

#### PHYSICAL DEMANDS AND WORK ENVIRONMENT

The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Employees may be required to wear and/or use personal protective and other safety equipment. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to sit; talk or hear; use hands and fingers to grasp; and feel objects, tools, or controls; and reach with hands and arms. The employee is occasionally required walk. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

Environment: Office environment. Frequently works in or around areas with minor amounts of dust. Some work done on ladders up to 4 feet above ground. Noise level is usually quiet.



## CHIEF FINANCIAL OFFICER

### Definition

Under administrative direction and policy direction of the Board of Directors, performs office work directly related to the management or general business operations of the District. The Finance and Accounting Manager plans, organizes, and directs the financial, accounting, and business related administrative functions of the District; assists the General Manager with the protection of District assets and the maintenance of budget controls; performs the most complex accounting functions; invests District funds; and provides direction for implementing District policies and programs. Duties include the exercise of discretion and independent judgment.

This position is classified as a management position that is exempt under the Fair Labor Standards Act (FLSA).

### Examples of Duties

- Serves as the Chief Financial Officer and Controller for the District.
- Plans, organizes, directs, and manages District financial, accounting, administrative and office support staff, investment decisions, and administrative/personnel duties including implementation of District programs and policies.
- Provides long range financial planning, protection of District assets, and development and maintenance of budget controls.
- Prepares, presents, and monitors the District's budget.
- Assumes responsibility for the proper investment of District funds in accordance with the District's Investment Policy.
- Coordinates the District's outside annual certified audit, participates in the selection process of the auditing firm, and implements adequate internal controls to safeguard the District's assets.
- Responsible for managing District information technology and developing and maintaining a fully integrated management information system, ensuring the availability of necessary financial, statistical and management data.
- Administers long-term capital project financings, reviews interest rate opportunities, and monitors bond covenant/continuing disclosure certifications.
- Oversees the recording of assets and ensures timely posting of general ledger activity; and directs the development, preparation, and timely presentation of financial reports and statements.
- Maintains proper administration of District's grant funding opportunities.
- Administers the District insurance and risk management functions.
- In coordination with the General Manager, develops and maintains District human resources policies and procedures, coordinates and administers health and welfare benefit programs, and assists with the administration of personnel related matters, including employment procedures, grievances, classification and pay, and employer-employee relations.
- Assists the General Manager in collective bargaining negotiations.
- Performs related duties as assigned.

### Typical Physical Activities

- May occasionally travel by airplane and automobile in conducting District business.
- Communicates orally with District Board members, co-workers, and the public in face-to-face, one-on-one and group settings.
- Regularly uses a telephone for communication.
- Uses office equipment such as computer terminals, copiers, and FAX machines.
- Sits for extended time periods. Works a full day at the District office.
- Hearing and vision within normal ranges.

## CHIEF FINANCIAL OFFICER

### Employment Standards

#### Required Knowledge:

- Principles and practices of budgeting, accounting, finance, investment, and the development and maintenance of fiscal controls.
- Laws, rules, ordinances, and legislative processes controlling special district functions and operations.
- Principles and practices of auditing.
- Computerized management information and fiscal systems.
- Risk management and insurance.
- Investment principles and practices.
- Cost estimating and contract administration.
- Public personnel administration, affirmative action, and employer-employee relations.
- Principles and practices of personnel administration.

#### Ability To:

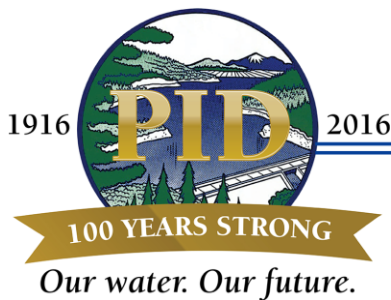
- Plan, organize, coordinate, and direct the financial, budgeting, personnel and benefit system, management information systems, investment, and risk management functions of the District.
- Exercise leadership, authority, and supervision tactfully and effectively.
- Provide supervision, training, work development, and evaluations for finance/accounting, administrative and office staff.
- Coordinate District budget development and fiscal controls.
- Direct the maintenance of ledgers and journals and oversee the preparation of timely financial reports and statements.
- Effectively represent the District's personnel policies, programs, and services with individual citizens, community groups, and other governmental organizations.
- Maintain responsibility for insurance and risk management functions.
- Communicate well during public presentations.
- Provide advice and consultation to the General Manager on the development of fiscal system, policies, and assets.

#### Desirable Qualifications:

Broad and extensive work experience that includes performing financial analysis, accounting, management information system development, budgeting, risk management work, and personnel system development and administration including position classification, compensation system development, equal employment opportunity, and benefit administration. This experience should include at least five years of responsible professional experience in a management or supervisory capacity within private industry or independent special enterprise districts.

A Bachelor's degree in Finance, Accounting, Business Administration, or closely related field from an accredited college or university is required. A CPA is desirable. Possession of a valid California Class C Drivers License will be required free of any multiple or serious traffic violations or accidents.

***The specific statements shown in each section of this description are not intended to be all-inclusive. They represent typical elements and criteria necessary to successfully perform the job.***



## PARADISE IRRIGATION DISTRICT

6332 Clark Road, Paradise CA 95969 | Phone (530)877-4971 | Fax (530)876-0483

*"Paradise Irrigation District (PID) is dedicated to the business of producing and delivering a safe, dependable supply of quality water in an efficient, cost effective manner with service that meets or exceeds the expectation of our customers."*

*Please consider how this agenda item relates to our mission.*

**TO: Board of Directors**

**FROM: Ed Fortner, District Manager**  
**Jim Passanisi, Treatment Superintendent**

**DATE: August 15, 2018 (Regular Board Meeting)**

**RE: Reclassification of Distribution System Operator Position to  
Water Quality Technician**

The Treatment Department has an authorized Distribution System Operator (DSO) position, and it is vacant. The job description is attached. The reclassification includes changing the Treatment DSO position to a Water Quality Technician (WQT) (proposed job description attached)

For many years, staff has been interested in realigning the duties for the position. The DSO job description is too broad, including more duties than one position can accomplish. The amount of work relative to regulatory sampling for drinking and wastewater permits is significant. The WQT responds to water quality investigations and concerns from our customers, and assists with other matters related to treatment, such as corrosion control and chlorination. Realigning the water quality duties will better focus the abilities, skills, and resources necessary for the position, and the Treatment Department's function and efficiency.

The proposed WQT job description was presented to the Board through the recent negotiation process, to the Water Treatment Ad hoc Committee, and has been submitted to the Union for review and response. The Union has verbally expressed acceptance of the proposed WQT job description.

The recommended form of motion is:

"I move to reclassify the Distribution System Operator position to a Water Quality Technician and approve the proposed job description."

## WATER QUALITY TECHNICIAN DRAFT 6-12-18

➤ **Definition**

- The Water Quality Technician is a member of the General Unit assigned to the Water Treatment Department of the Paradise Irrigation District. This position functions under the general supervision of the Treatment Plant Superintendent and the Water Treatment Plant Operations Supervisor.

➤ **Examples of Duties** Include but are not limited to the following;

- Inspects raw water reservoirs for water elevation and water quality properties.
- Collects raw water samples for analysis and recordkeeping.
- Routinely collects finished water samples at the treatment plant and throughout the transmission and distribution system for analysis and recordkeeping.
- Coordinates and collects water quality samples required for the NPDES permit for analysis and recordkeeping.
- Prepares, organizes and maintains a database for water quality reports, plans, manuals and related records.
- Compiles water quality information for the annual Consumer Confidence Report (CCR).
- Maintains a district database with regard to production data. Updates related areas of the PID website and other appropriate displays and communicates storage data to the press. Reports to management suggested updates for PID website and other suggested data for the press.
- Assists treatment plant operators or other assigned personnel in the maintenance and repair of machinery, equipment, pipes, tanks, pumps and motors at the treatment plant.
- Coordinate and execute the planning, inspection, maintenance and recordkeeping of cathodic protection systems at the treatment plant and throughout the transmission and distribution system.
- Monitor and maintain the corrosion control program. Installs, removes and analyzes coupons from throughout the distribution system. Monitors residual and makes suggestions related to corrosion control feed requirements in effort to optimize performance.
- Is responsible for handling customer service issues related to water quality including appropriate recordkeeping.
- In coordination with the Distribution System Operator will participate in the collection of data for system mapping especially as related to the treatment plant or source of supply.
- In coordination with the Distribution System Operator will participate in ongoing distribution system flushing to collect data for water quality sampling and recordkeeping.

- Participate in the operation of the water treatment plant as directed by the Water Treatment Plant Superintendent and the Water Treatment Plant Operations Supervisor.
- May participate in the district standby duty rotation while serving as the Water Quality Technician.
- Cleans and maintains buildings and grounds at the treatment plant and water quality sampling sites.
- Assists the Distribution System Operator with system operations as may be needed.
- Provides tours of the treatment plant.
- Other related duties as assigned.
- **Typical Physical Activities** Include but are not limited to the following;
  - Operates district vehicles and equipment during assigned working hours and as may be needed for emergency response.
  - Works in environments that present exposure to dust, dirt, mud, water and significant changes in weather conditions.
  - Extensive use of electronic equipment such as computers, telephones and test equipment.
  - [Extensive use of lab and field analysis equipment including turbidimeter, colorimeter, pH meter, spectrophotometer, linear polarization, and electric multimeter.](#)
  - Sits and stands for extended periods of time.
  - Frequently communicates through written, oral or other methods in various settings with staff, customers, contractors, [and](#) vendors ~~and regulators~~.
- **Typical Physical Requirements** Include but are not limited to the following;
  - Must be able to carry, push, pull, reach and lift equipment, parts and materials of varying weights with or without assistance in accordance with safe work practices.
  - During the course of daily work activities must be able to walk, stoop, kneel, crouch, crawl and climb in accordance with safe work practices.
  - Hearing and vision must be within normal range with or without correction.

## Employment Standards

- **Expected Range of Knowledge** Includes but is not limited to the following;
  - Basic public drinking water treatment plant operations.
  - Public water transmission and distribution systems.
  - Private water systems.
  - Basic hydraulics, mechanics, plumbing, electrical.
  - Intermediate algebraic mathematics.
  - Operation of recording devices and testing equipment used in data collection for water quality purposes.
  - District Consumer Confidence Report
  - District system mapping
  - Basic knowledge of cross connection control and backflow prevention
- **Required Abilities** Includes but is not limited to the following;

- Analyze problems related to water quality from source of supply throughout the distribution system including all storage facilities and take, prompt, appropriate and effective course of action in resolving the problem.
- Effectively use MS Office programs in creating reports, spreadsheets, memos, graphs, charts and presentations.
- Maintain cooperative working relationships with peers, supervisors, customers and vendors.
- Operate basic hand and power tools.
- **Desirable Qualifications**
  - Possess California Water Treatment Operator certification Grade 2 or higher.
  - Possess California Water Distribution Operator certification Grade 2 or higher.
  - Proof of continued education course work in water distribution, water treatment or related subject approved by the SWRCB for certification contact hours. Continued education in water treatment is preferred.
  - Associate Degree or higher, relevant to water technology earned at an accredited institution.
- **Requirements of Position**
  - Must possess California Water Treatment or Distribution Operator certification Grade 1 or higher.
  - Must obtain California Water Distribution or Water Treatment certification Grade 2 within 2 years of employment in this position.
  - At time of assignment to this position must have successfully completed at least one 3 unit (or 36 hour) course of specialized training covering the fundamentals of water supply principles (must be treatment plant operations) as approved by the SWRCB.
  - Must possess a valid California State Class C driver license.

The specific statements shown in each section of this description are not intended to be all-inclusive. They represent typical elements and criteria necessary to successfully perform the job. If the applicant does not meet the required aspects of this position the applicant will not be considered for this position.

## DSO Job Description

Paradise Irrigation District

May 2017

### **DISTRIBUTION SYSTEM OPERATOR**

#### **Definition**

Under general direction; to inspect, operate and maintain water distribution facilities to assure proper quantity, quality and pressure throughout the distribution system; may be assigned standby duties subject to all conditions as established in the District's Rules and Regulations"; and perform related work as required.

#### **Examples of Duties**

- Checks operation of one to three million gallon storage reservoirs.
- Checks, maintains and operates natural gas and electric booster pump stations.
- Checks, reads and records flow meters.
- Operates and maintains records on ground water wells.
- Performs operation, maintenance and repair of air valves, valves, pumps, and pressure reducing stations, including maintenance and repairs to equipment at the treatment plant
- Oversees all prescribed regulatory water quality sampling schedules and plans.
- Collects samples for water quality examination and reporting requirements.
- Assists in customer complaints and other field operations.
- Prepares daily, monthly and annual data regarding water quality and production data.
- Provides planning for hydrant flushing and valve exercising activities.
- Routinely monitors cathodic protection systems throughout the distribution system.
- Maintains a corrosion coupon monitoring program throughout the distribution system and treated water storage reservoirs.
- Assists and coordinates system operations and maintenance with utility workers, treatment operators and supervisors.
- Learns general treatment operations at the District's plant, and assists plant operators as needed.
- Other related duties as assigned.

#### **Typical Physical Activities**

- Operates District vehicles to travel between job sites.
- Must be able to carry, push, pull, reach and lift equipment, parts and material weighing up to 50 lbs. daily and 100lbs. occasionally. Stoops, kneels, crouches, crawls, climbs and grasps during maintenance and repair work.
- Communicates orally with District staff in-face-to-face, one-to-one settings.
- Regularly uses a telephone for communication.
- Stands for extended periods of time.
- Hearing and vision within normal ranges.
- Works in an environment with exposure to dust, dirt, mud, water and significant temperature changes between cold and heat.

## **DISTRIBUTION SYSTEM OPERATOR**

### **Special Requirements**

Possession of a valid appropriate California driver's license, Class C, issued by the State Department of Motor Vehicles. Possession and proof of a good driving record as evidenced by freedom from multiple or serious traffic violations or accidents for at least two (2) years duration. The driving record will not contribute to an increase in the District's automobile rates.

Possession of a valid California Water Distribution Operator's Certificate D-2, with one year of experience. Obtain the D-3 certification within 18 months of employment.

Obtain T-2 certification within 24 months of employment.

If the successful applicant does not make continual progress, or does not pass the D-3 and T-2 exams, or complete satisfactory work according to their supervisor's evaluation, they will be returned to their previous classification at their previous pay level.

### **Employment Standards**

Knowledge Of:

- Residential and public water distribution systems.
- Basic hydraulics, mechanics and water quality control.
- Laws and regulations governing water quality and water system operations and maintenance.
- Operation of recording devices used in water distribution and water quality control.
- Record keeping and report writing practices.
- Computer operations for the control of water system equipment.

Ability To:

- Maintain water quality and quantity at optimum levels through the use of measuring and testing devices.
- Check, service and repair pumps, valves and associated equipment.
- Analyze problems and take effective course of action.
- Prepare, organize and maintain operating reports, plans, manuals and records.
- Maintain cooperative working relationships.
- Maintain effective customer relations.



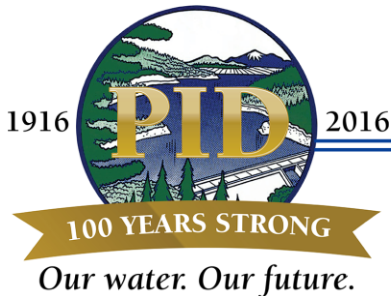
**Desirable Education and Experience**

Experience: Two years of increasingly responsible experience in water distribution operations. One year or more as Certified California Water Distribution Operator D-2.

Water Treatment Certification is desirable. Possess knowledge and skills with Microsoft Office, particularly Excel.

Education: Equivalent to graduation from high school, preferably supplemented by course work in water science, treatment, hydraulics or engineering.

The specific statements shown in each section of this description are not intended to be all-inclusive. They represent typical elements and criteria necessary to successfully perform the job.



## PARADISE IRRIGATION DISTRICT

6332 Clark Road, Paradise CA 95969 | Phone (530)877-4971 | Fax (530)876-0483

*"Paradise Irrigation District (PID) is dedicated to the business of producing and delivering a safe, dependable supply of quality water in an efficient, cost effective manner with service that meets or exceeds the expectation of our customers."*

*Please consider how this agenda item relates to our mission.*

**TO: Board of Directors**

**FROM: Ed Fortner, District Manager**

**DATE: August 15, 2018 (Regular Board Meeting)**

**RE: Reservoir B Replacement Project**

The Paradise Irrigation District (District) has retained the professional services of Waterworks Engineers (WWE) to design the Reservoir B Replacement Project (project), which includes the Zone A Pump Station and Transmission Main. PID has also retained Blackwater Consulting Engineers for property acquisition along Skyway Road. During the previous board meeting, there was concern about the present alignment and the necessity of the project.

Waterworks Engineers and PID have completed alternative analysis. After further investigation of the necessity and design of the project, PID management supports the project as designed.

***The following action is requested:***

*"I move to authorize the District Manager to proceed with design, bid process, and construction for the Reservoir B Rehabilitation Project."*