



# PARADISE IRRIGATION DISTRICT

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

## 2017 COMMITTEES OF THE DISTRICT

DATE: December 20, 2017

MEMO TO: Directors, Staff, and Legal Counsel

FROM: Georgeanna Borrayo, District Secretary

SUBJECT: Update to Reflect Changes by Board Action 12/20/2017

### **STANDING COMMITTEES:**

#### ADMINISTRATION AND PERSONNEL

Review and recommend changes to the Board regarding the District's Policies/Rules and Regulations, participate in labor negotiations with employee representatives, hold employee grievance hearings as provided in the Employee Rules and Regulations.

Dan Wentland *Chairperson*  
Cliff Jacobson

#### FINANCE

Oversee and safeguard the District's assets by reviewing investment policies and strategies, banking relationships, annual budget, district audit, risk management and significant financial and accounting issues.

Cliff Jacobson *Chairperson*  
Dan Wentland

#### PARADISE LAKE

Review recreation programs and events at Paradise Lake and make recommendations to the Board regarding fees, permits, facility improvements and other related items. Members shall continually review the District's present and future water demands and proposals and projects to meet those demands.

Bill Kellogg *Chairperson*  
Marc Sulik  
PID Lake Patrol Greg Dobbs  
PID Staff: Kevin Phillips  
Jim Passanisi  
Public Members: David Bermann  
Sharon 'Sue' Porter  
Upper Ridge Coordinating Council - Darrell Wilson  
Paradise Recreation & Park District – Steve Rodowick  
Sierra Pacific Industries – Kieran O'Leary

#### COMMUNITY RELATIONS

Plan, develop and help implement ongoing community relations and education outreach efforts to provide information and results-based guidelines to District Directors and staff to promote understanding, support shared goals and build goodwill between the District and community. Committee members will continually review key issues as outlined in the Community Relations Plan (CRP) to ensure positive and interactive communications for District projects and issues. Members shall review District actions to enhance water education and conservation efforts. The two Board Members shall meet periodically with two members of the Paradise Town Council to discuss common issues and items of mutual concern to the District and Town.

Marc Sulik *Chairperson*  
Anne Rice

**AD HOC COMMITTEES / DELEGATE APPOINTMENTS:**

**(Water Rate Review, Security, Annexation, ACWA/JPIA, Butte County Special Districts Association, Union Negotiations, and other similar types of committees)**

**AD HOC DEMONSTRATION GARDEN COMMITTEE**

Plan, design, and create an educational demonstration garden for ridge residents highlighting gardening ideas, fire-resistant and water-wise gardening concepts and irrigation methods.

Bill Kellogg	<i>Chairperson</i>
Anne Rice	
PID Staff:	Kevin Phillips
Public Members:	Ward Habriel
	Michael Spiess
	Chuck Bell

**AD HOC NEGOTIATING COMMITTEE (Emily LaMoe – District Representative)**

Dan Wentland	<i>Chairperson</i>
Cliff Jacobson	

**AD HOC TREATMENT PLANT OPERATIONAL REVIEW COMMITTEE**

Anne Rice	<i>Chairperson</i>
Marc Sulik	

**AD HOC GRANT AGREEMENT REVIEW COMMITTEE - NORTH LAKE BOAT LAUNCH FACILITY PROJECT**

Review and provide concerns regarding language outlined in the Grant Agreement with the Department of Boating and Waterways (DBW) in preparation of an Addendum to the Agreement for review with DBW.

Anne Rice	<i>Chairperson</i>
Marc Sulik	

**AD HOC PG&E DESABLA PROJECT REVIEW COMMITTEE**

Review of information/facilities relating to PG&E's DeSabra Project and Miocene Canal.

Cliff Jacobson
Marc Sulik

**ACWA JOINT POWERS INSURANCE AUTHORITY DIRECTOR REPRESENTATIVE**

Periodically attend and represent the District at meetings of the Association of California Water Agencies and the Association of California Water Agencies Joint Powers Insurance Agency regarding issues of interest to the District.

Cliff Jacobson	JPIA Director Representative
Kevin Phillips	JPIA Alternate Representative

## **2.19 FORMATION OF COMMITTEES**

- A. The Board may form committees composed of its own members and the public for such purposes as it deems appropriate. By official resolution or verbal vote appointment, the Board may form standing committees to serve at its pleasure.
- B. The President of the Board may form Ad Hoc Committees composed of Board members for such purposes as they deem appropriate, except that Ad Hoc Committees shall not be created to address issues that would normally be addressed in the appropriate standing committee. An Ad Hoc Committee shall only be comprised of less than a quorum of Directors, will be of limited duration, and will have no continuing jurisdiction.

## **2.20 COMMITTEES OF THE DISTRICT**

### **A. Appointment of Standing Committees –**

In accordance with the Water Code and other applicable law, the Board may assign the committees such tasks as the Board may determine; and delegate to any committee certain powers and authority of the Board to transact any of the business and affairs of the Board subject to the Board's final approval.

### **B. Appointment of Committee Members –**

- 1. At the District's first regular meeting in January, the President of the Board shall appoint the Board members of the various Standing Committees.
- 2. Committee assignments shall only be changed during the calendar year by a majority vote of the Board.
- 3. The President of the Board shall appoint members of Ad Hoc Committees.
- 4. The President of the Board may appoint a replacement committee member if a committee member is unable to fulfill their duties and no meeting of the committee has taken place without the Board of Directors being updated by the committee in a meeting.
- 5. Public members on committees shall be appointed by a majority vote of the Board.

### **C. Meetings of Committees –**

Generally, meetings of committees shall be held at such time and place, as a majority of the members of the individual committees shall determine. Meetings shall be called by the District Manager or by the Committee Chairperson as

necessary for District business. Notice of committee meetings shall be given to all members in a timely fashion and the meetings shall be noticed as required by law.

**D. Committee Reports –**

Committee reports shall be made to the Board at the next scheduled Board meeting. Business discussed at the committee meeting that is a subject of an agenda item need not be discussed as part of the committee report.

**E. Committee Recommendations –**

Committees comprised of public members and staff shall make recommendation to the Board members representing the committee. Board member recommendations to the full board should report public and staff opinions.

**2.21 STANDING COMMITTEES**

Meetings of standing committees shall be noticed and conducted in accordance with the requirements of the Brown Act. The standing committees shall include the following:

**A. Finance Committee –**

This committee shall be comprised of two Board members who shall oversee and safeguard the District's assets by reviewing investment policies and strategies, banking relationships, the annual budget, the annual audit, risk management practices, borrowing, debt and debt structure, and other significant financial and accounting related issues.

**B. Administrative and Personnel Committee –**

This committee shall be comprised of two Board members who shall review and recommend changes to the Board regarding the District's policies, rules and regulations, participate in discussions with employee representatives, hold employee grievance hearings as provided in the rules and regulations, and other similar or related matters.

**C. Paradise Lake Committee –**

This committee shall be comprised of two Board members and approved members of the public, who shall review recreation programs and events at Paradise Lake and make recommendations to the Board regarding rules, fees, permits, facility improvements and other related items. Members shall continually review the District's present and future water supply demands and proposals and projects to meet those demands. Recognized committee members shall receive an annual combination boating and parking pass for so long as they are committee members for the purpose of visiting and inspecting the facilities.

Amendment Adopted 11/18/15: Section 2.22 & 2.27.B.

Amendment Adopted 03/15/17: Sections 2.22.A, 2.25, 2.26, 2.27.C.3.

Amendment Adopted 04/19/17: Sections 2.22.A & B

Amendment Adopted 05/17/17: Section 2.19.B.

Amendment Adopted 12/06/17: Section 2.22.A-2. (Dir. Health Benefits)

Amendment Adopted 12/20/17: Section 2.21

#### D. Community Relations Committee –

This committee shall be comprised of two Board members who along with staff, shall develop a Community Relations Plan (CRP) to provide information and results-based guidelines to District Directors and staff to promote understanding, support shared goals, and build goodwill between the District and community. Committee members will continually review key issues as outlined in the CRP to ensure positive and interactive communications for District projects and issues. Members shall review District actions to enhance water education and conservation efforts. The two Board members shall meet periodically with two members of the Paradise Town Council to discuss common issues and items of mutual concern to the District and the Town.

## 2.22 DIRECTORS FEES AND EXPENSE REIMBURSEMENTS

Keeping in mind that new statutes may add further regulations, the following fees and expense reimbursements shall apply:

#### A. Fees –

Director fees are regulated by law (see, for example, California Water Code §21166; Government Code section 53232 et seq.). Directors shall receive compensation not to exceed \$100 per day. Compensation taken may be less than \$100; down to a minimum amount of one cent for either:

1. Up to \$100.00 per day for attending a regular or special Board meeting, or acting under its orders; and
2. Up to \$100.00 per day for attending a Board approved standing committee meeting, an established Ad Hoc committee, or an outside Board approved meeting requiring a Board member in attendance (examples provided below), when there is no regular or special Board meeting that day.

Regardless of either per day event, the per day amount(s) shall not exceed a total of six (6) meeting days in any calendar month. No fees are to be paid for attending seminars or conferences, but the out-of-pocket costs associated with attending those meetings, on a Board pre-approval basis, can be reimbursed through the use of a District claim form.

Examples for qualifying for the fee pursuant to Section 2.22.A. above:

Standing Committees - Finance, Administration and Personnel, Paradise Lake, and Community Relations.