



# 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

**MEETING LOCATION:**  
**PID BOARD ROOM**  
**6332 CLARK ROAD, PARADISE, CA 95969**

**WEDNESDAY, MARCH 20, 2019 – 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:
    - 1. Regular Meeting of February 20, 2019
    - 2. Special Meeting of February 27, 2019
- 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. **FACILITIES STATUS REPORT UPDATE:** A verbal report regarding the status of PID facilities. *Information item only.*
- 5. **STAFF REPORTS:** Written and verbal Staff Reports for February, 2019. *Information item only.*
  - a. Staff Report Updates
  - b. Community Relations Update (Mickey Rich)
- 6. **TREASURER'S REPORT:** Review and acceptance of the Treasurer's Report for the period ending February 28, 2019. *Action may be taken.*
- 7. **APPROVAL OF CHECKS:** Approval of General Fund Check Numbers 52789 through 52870 for the month of February, 2019 totaling \$548,632.65, and authorization of a similar amount allowing or adjusting for extraordinary budget or Board approved items during the month of March. *Action may be taken.*
- 8. **LEGAL REPORT:** A verbal update from Legal Counsel. *Information item only.*

**9. NEW BUSINESS:**

- a. Engineering Services for Inspection of Water Storage Tanks A, C, D, & E (Manager Phillips): Consider award of contract to Harper & Associates Engineering, Inc. to perform inspection services for water storage tanks A, C, D, & E at a cost not to exceed \$16,200, and authorize the District Manager to execute an agreement with consultant subject to legal review. *Action may be taken.*
- b. Distribution System Operator (Manager Phillips): Consider approval of amendments to the Distribution System Operator Job Description. *Action may be taken.*
- c. Director Vacancy, Division 3 – Update: Staff update regarding February 22, 2019 notice announcing an opportunity to serve as an appointed director for the Director vacancy in Division 3. *Action may be taken to provide direction to staff.*

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

**11. CLOSED SESSION:**

- a. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION: Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: One potential case.
- b. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Paragraph (1) of subdivision (d) of Government Code Section 54956.9): Bay-Delta proceedings, including the California WaterFix, the associated environmental document and change petition pending before the State Water Resources Control Board, and the planned update to the Bay-Delta Water Quality Control Plan.

**12. ANNOUNCEMENT FROM CLOSED SESSION**

**13. ADJOURNMENT**

CONSENT CALENDAR  
REGULAR MEETING  
PARADISE IRRIGATION DISTRICT  
BOARD OF DIRECTORS

WEDNESDAY, MARCH 20, 2019

A. APPROVAL OF MEETING AGENDA ORDER

B. APPROVAL OF MINUTES:                      February 20, 2019 Regular Meeting  
   February 27, 2019 Special Meeting

MINUTES

REGULAR MEETING  
BOARD OF DIRECTORS  
PARADISE IRRIGATION DISTRICT  
FEBRUARY 20, 2019

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

OPENING

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

ROLL CALL

BOARD MEMBERS ABSENT: Division 3 Director seat vacant following a letter of resignation submitted from Anne Rice effective today, February 20, 2019.

STAFF PRESENT: District Manager Kevin Phillips, Information Systems Manager Mickey Rich, WTP Maintenance Supervisor Bill Taylor, Assistant Distribution Superintendent Jim Ladrini, and Board Secretary Georgeanna Borrayo

ALSO PRESENT: Attorneys Emily LaMoe and Dustin Cooper 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: Regular Meeting of January 16, 2019
- 2.c. Approval of ACWA Invoice: 2019 Annual Agency Dues
- 2.d. Acceptance of Invoice for Election Services: Nov. 6, 2018 General Election

Staff requested consideration to move agenda item 8 - Legal Report, forward on the agenda following agenda item 3. It was moved by Director Kellogg and seconded by Director Hansen to approve the Consent Calendar with the recommended change to the meeting agenda order.

AYES: Directors Hansen, Prevot, Kellogg, and Sulik

NOES: None

ABSENT: Division 3 Director seat vacant

**Motion passes 4-0**

Ward Habriel commented on the following: 1) Information communicated at the Town Council meeting by Assistant Distribution Superintendent Jim Ladrini was informative, and 2) Posting a drinking water advisory/warning.

PUBLIC  
PARTICIPATION  
(Item 3)

Attorney Dustin Cooper provided an overview of activities on the legislative front with the objective to secure revenue backfill as a result of the Camp Fire. A week ago, the Governor signed AB 72, which provides for some property tax backfill as a result of wildfires during the 2017, 2018, and 2019 tax years. Of the \$64 million, \$31,331,000.00 is earmarked for Butte County. This will benefit PID, but not as significantly.

LEGAL REPORT  
(Item 8)

Efforts to secure funding for PID continue with ongoing discussions with the county, town, various labor groups, statewide associations and state and federal lawmakers. Our request is that the District would receive revenues to keep the doors open. This

would be funding that insurance, FEMA, or CalOES would not cover. Meetings held with legislators to date have been positive. The next series of discussions will be in Sacramento this Friday.

FACILITIES STATUS  
REPORT UPDATE  
(Item 4)

Staff reported crews have been working extremely hard to make sure the system is up and running and pressurized. PID's ongoing water quality investigation continues and the District is working on a plan to find and isolate contaminated portions of the water system. Once these areas are isolated, PID will clean or replace portions of the piping system until water meets drinking water standards. Staff is working with the state and federal emergency agencies to create and finance a plan to chart the best course of action to recover the water system.

Bottled water distribution is available for Paradise residents Monday to Friday, 10 am to 2 pm, 6332 Clark Road, Paradise. Additionally, a 1 to 5 gallon fill station is now open at the Water Treatment Plant Monday to Friday, 7 am to 4 pm, 13888 Pineneedle Drive, Magalia.

BOARD RECESS

President Sulik called for a Board recess at 7:52 p.m.

MEETING  
RECONVENED

President Sulik reconvened the regular meeting at 8:03 p.m. and announced a request to move agenda item 9.a. forward on the agenda prior to staff reports under item 5.

BUTTE CO. FIRE  
SAFE COUNCIL  
CAMP FIRE TIMBER  
& BIOMASS  
REMOVAL PROJECT  
FOR HAZARDOUS  
FUELS REDUCTION  
(Item 9.a.)

Manager Phillips announced Jim Broshears, Treasurer of the Butte County Fire Safe Council (BCFSC), is in attendance representing the BCFSC approved pilot program they would like to partner with PID on, as well as the Paradise Pines Property Owners Association and Paradise Recreation and Park District.

Jim Broshears commented the pilot project is relating to hazardous fuels reduction in the form of dead and dying trees and biomass removal. The Wildland Urban Interface project area is approximately 30,000 acres within the 156,000 acre footprint of the Camp Fire. A Memorandum of Understanding between PID and the BCFSC would authorize removal of the dead and dying trees on PID's property and to receive value back on the trees that still have value.

It was moved Director Prevot and seconded by Director Kellogg to authorize approval to enter into a Memorandum of Understanding with the Butte County Fire Safe Council for the Camp Fire Timber and Biomass Removal Project, and authorize the District Manager to execute the agreement subject to legal review.

AYES: Directors Hansen, Prevot, Kellogg, and Sulik

NOES: None

ABSENT: Division 3 Director seat vacant

**Motion passes 4-0**

STAFF REPORT  
UPDATES  
(Item 5.a. & 5.b.)

Staff reported Customer Service continues to field calls, which includes questions about the corrected water bills recently distributed. Staff understands contacting PID has presented challenges and we're working on that. PID has contracted with a dispatch company to bridge this gap for incoming calls and relaying information from the customer to PID. The District is waiting for other utilities in order to resume operations at the Paradise office location. As of today, Customer Service has processed address updates for approximately 4,000 accounts and efforts continue to reach additional customers. Staff is working on a newsletter, radio information, print outs to place around town, and other avenues to provide information to the community. Director Kellogg suggested exploring the possibility of conducting all District business using cell phones only, and looking at other options for internet service providers. *Information item only; no Board action taken.*

Manager Phillips reported the District has \$3.5 million in reserves for the period ending January 31, 2019. Payroll expenses over the last month were higher as a result of retirement payouts from vacation accruals and severance payout to some of the retirees for early retirement. Under the Mutual Aid Services Agreement, \$193,000 has been paid to Cal Water. To date, PID has received \$1.3 million from our insurance provider representing a portion of business interruption insurance, and staff is working with Cal OES to submit a list of projects based on damaged inventory within the water system to receive additional funding of approximately \$2 million. Manager Phillips added efforts continue to secure revenue for PID through ongoing discussions with state and federal legislators. *Information item only; no Board action taken.*

VERBAL  
TREASURER'S  
REPORT FOR  
PERIOD ENDING  
JANUARY 31, 2019  
(Item 6)

Board members reviewed accounts payable reports for the month of January, 2019. Discussion included the AquaHawk alerting system and whether to continue paying for this service in light of damage to the automated meter reading system from the November wildfire. Staff reported customers have been referring to their water history, so the District is checking with AquaHawk on options to provide a reduced service and fee to PID.

APPROVAL OF  
CHECKS FOR THE  
MONTH OF  
JANUARY, 2019  
(Item 7)

It was moved by Director Kellogg and seconded by Director Hansen to approve General Fund check numbers 52697 through 52784 for the month of January, 2019 totaling \$535,426.05, exclusive of voided check numbers 52700, 52746, 52754, 52765, and 52766, and authorization of a similar amount allowing or adjusting for extraordinary budget or Board approved items during the month of February.

AYES: Directors Hansen, Prevot, Kellogg, and Sulik  
NOES: None  
ABSENT: Division 3 Director seat vacant

**Motion passes 4-0**

Manager Phillips reported as part of the Camp Fire recovery effort, the District issued a Request for Proposal for removing hazardous trees along approximately 5.5 miles of District maintained roads and public trails. Eight proposals were received from qualified arborists. Attorney Emily LaMoe added the arborist will identify the hazardous trees as defined by FEMA to be hazardous. Following completion of this work, it will then be necessary to contract with a tree felling company and also with a monitoring company for the tree removal portion of the project.

PROFESSIONAL  
ARBORIST  
SERVICES FOR  
CAMP FIRE  
HAZARDOUS TREE  
EVALUATION  
(Item 9.b.)

It was moved by Director Hansen and seconded by Director Prevot to authorize the District Manager to execute an agreement with Firestorm Wildland Fire Suppression for Arborist Services related to the Camp Fire for a not to exceed amount of \$26,880.00.

AYES: Directors Hansen, Prevot, and Sulik  
NOES: Director Kellogg  
ABSENT: Division 3 Director seat vacant

**Motion passes 3-1**

Manager Phillips reported receiving a letter of resignation from Director Anne Rice effective February 20, 2019; adding staff would like to confirm how the Board of Directors would like to proceed with regard to filling the vacancy. The person appointed to the vacancy would serve until the next general district election in November, 2020, and thereafter until the person elected to fill the vacancy assumes office in December 2020.

DIRECTOR  
VACANCY, DIV. 3 –  
LETTER OF  
RESIGNATION  
FROM ANNE RICE  
EFFECTIVE  
FEBRUARY 20, 2019  
(Item 9.c.)

It was moved by Director Kellogg and seconded by Director Prevot to immediately advertise the director vacancy in Division 3 and accept letters of interest from eligible

CONTINUED –  
DIRECTOR  
VACANCY, DIV. 3

persons wishing to be considered for appointment.

AYES: Directors Hansen, Prevot, Kellogg, and Sulik  
NOES: None  
ABSENT: Division 3 Director seat vacant

**Motion passes 4-0**

ELECTION OF VICE-  
PRESIDENT  
(Item 9.d.)

President Sulik opened nominations for the office of Vice President succeeding Director Anne Rice who resigned from office effective February 20, 2019. It was moved by Director Kellogg and seconded by Director Hansen to nominate Director Prevot as Vice President.

AYES: Directors Hansen, Prevot, Kellogg, and Sulik  
NOES: None  
ABSENT: Division 3 Director seat vacant

**Motion passes 4-0**

INTERNET & PHONE  
SERVICE OPTIONS  
FOR PID  
(Item 9.e.)

Director Kellogg indicated he requested this agenda item. He has no further comments to add as information regarding updates relating to internet and phone service were discussed under agenda item 5 – Staff Reports. *Information item only; no Board action taken.*

MOBILE  
TELEPHONE USE  
(Item 9.f.)

Director Kellogg reported he requested this agenda item. He has no further comments to add as he commented on the possibility of employees conducting all district business from cell phones under agenda item 5 – Staff Reports. Board members also received a copy of the District's Mobile Telephone Use Policy in the agenda packet. *Information item only; no Board action taken.*

DISCUSSION ITEM  
RE: RESTORING  
WATER SERVICE  
FOR CUSTOMERS  
(Item 9.g.)

Director Kellogg stated he submitted this agenda item to discuss water service for customers. Recognizing that PID is currently restoring non-potable water to standing homes only at the customer's request, he would also like the District to consider restoring water service as customers ask; whether they have a standing structure or not; i.e., a travel trailer, etc. He feels this is important as the District generates revenue through water sales.

Manager Phillips indicated the District is finding the majority of contaminants in burned structures. While PID is developing its plan to find and isolate contaminated portions of the water system, it works best to have fewer people on the system in order to isolate the contaminants. Once these areas are isolated, PID will clean or replace portions of the piping system until water meets drinking water standards. The District recognizes selling water is our business model and is working hard toward that goal. *Information item only; no Board action taken.*

DIRECTORS'  
COMMENTS  
(Item 10.)

Director Prevot: Reports this evening were very sobering concerning details and the process to restore clean water to PID's water system. There will be some tough decisions ahead and as time goes on, the pressure is likely to increase.

Director Hansen: Commented there is going to be some really difficult decisions ahead and the situation is going to take time and patience.

Director Kellogg: Confident the District will do what is necessary to figure out a solution.

Director Sulik: There have been a lot of good questions and discussion. It is important to work together as a team – staff, board members, and community.

President Sulik announced the Board will recess as the Paradise Irrigation Board of Directors and convene as the Paradise Irrigation Public Facilities Financing Corporation (PFFC) Board. The Board adjourned to the annual meeting of the PFFC Board at 9:14 p.m.

BOARD RECESS  
FOR ANNUAL  
MEETING OF PFFC  
BOARD (Item 11)

President Sulik reconvened the regular meeting of the Board of Directors of the Paradise Irrigation District at 9:19 p.m.

CONTINUED – PID  
BOARD OF  
DIRECTORS  
REGULAR MEETING

President Sulik announced closed session discussion pertaining to agenda items 12.a., 12.b., and 12.c. Following an opportunity for comments, the Board adjourned to closed session at 9:20 p.m. to discuss the following:

CLOSED SESSION  
(Item 12)

- 12.a. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION. Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: One potential case.

*Closed Session Announcement: The Board has authorized Legal Counsel to initiate a legal action. Once the action is formally commenced, the identities of the defendants and other particulars will be disclosed to any person upon inquiry. Directors' votes were polled as follows by roll call:*

AYES: Directors Hansen, Prevot, Kellogg, and Sulik  
NOES: None  
ABSENT: Division 3 Director seat vacant

- 12.b. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Paragraph (1) of subdivision (d) of Government Code Section 54956.9): Bay-Delta proceedings, including the California WaterFix, the associated environmental document and change petition pending before the State Water Resources Control Board, and the planned update to the Bay-Delta Water Quality Control Plan.

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

- 12.c. PUBLIC EMPLOYMENT: Finance & Accounting Manager pursuant to Government Code section 54957.

*Closed Session Announcement: No action to report from closed session. Discussion will be held under open session agenda item 14.a. regarding the Finance & Accounting Manager position to consider compensation adjustments and an Employment Agreement with Ross Gilb.*

President Sulik reconvened the regular meeting at 9:48 p.m. and provided closed session announcement information regarding agenda items 12.a., 12.b., and 12.c. as listed above in italicized font.

CLOSED SESSION  
ANNOUNCEMENT

Manager Phillips reported at the regular meeting on January 16, 2019, Board authorization was provided to advertise for a Finance & Accounting Manager position with a salary range of \$75,000 to \$90,000 per annum. Interviews for this position were conducted on February 15, 2019. The interview panel selected Ross Gilb for the position. In reference to compensation package, the starting salary recommended is \$75,000 per year with language in the Agreement to provide an annual cost of living adjustment beginning January 1, 2020. Supplemental benefits (holidays, sick leave, vacation leave, retirement benefits, health, vision, dental, disability insurance, and life insurance) will be the same as provided to District management employees. Administrative leave of five days per year.

OPEN SESSION:  
FINANCE &  
ACCOUNTING  
MANAGER  
POSITION  
(Item 14.a.)

It was moved by Director Prevot and seconded by Director Kellogg to approve the Employment Agreement with Ross Gilb subject to successful completion of pre-employment and background screenings.

AYES: Directors Hansen, Prevot, Kellogg, and Sulik

NOES: None

ABSENT: Division 3 Director seat vacant

**Motion passes 4-0**

#### ADJOURNMENT

It was moved by President Sulik to adjourn the meeting. The regular meeting was adjourned at 9:50 p.m.

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

\_\_\_\_\_  
Marc Sulik, President

MINUTES

SPECIAL MEETING  
BOARD OF DIRECTORS  
PARADISE IRRIGATION DISTRICT  
FEBRUARY 27, 2019

The special meeting of the Board of Directors of the Paradise Irrigation District was called to order at 10:00 a.m. by President Marc Sulik, followed by the Pledge of Allegiance to the Flag of the United States of America.

OPENING

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

ROLL CALL

BOARD MEMBERS ABSENT: Division 3 Director seat vacant following a letter of resignation submitted from Anne Rice effective February 20, 2019.

STAFF PRESENT: District Manager Kevin Phillips, WTP Maintenance Supervisor Bill Taylor, Assistant Distribution Superintendent Jim Ladrini, and Board Secretary Georgeanna Borrayo

ALSO PRESENT: Members of the public

There were no public comments.

PUBLIC  
PARTICIPATION  
(Item 2)

Manager Phillips reported upon Board authorization at the regular meeting on January 16, 2019, staff distributed a Request for Proposal (RFP) for project management and post disaster recovery planning and coordination. Three proposals were received and evaluated through an extensive scoring process based on the RFP requirements as outlined in the Board memo. Staff is recommending Water Works Engineering following evaluation of the proposals.

NEW BUSINESS:  
DISASTER  
RECOVERY  
PROGRAM  
MANAGEMENT  
SERVICES  
AWARD OF  
CONTRACT TO  
WATER WORKS  
ENGINEERS  
(Item 3.a.)

Sami Kader and Michael Lindquist with Water Works Engineers were in attendance to address potential questions and provide information relating to the scope of work and their project approach to help PID navigate through the recovery process.

It was moved by Director Kellogg and seconded by Director Hansen to award a professional services contract to Water Works Engineers, LLC for project management for disaster recovery services in the amount not to exceed \$1,000,000.00, and authorize the District Manager to execute an agreement with consultant subject to legal review.

AYES: Directors Hansen, Prevot, Kellogg, and Sulik

NOES: None

ABSENT: Division 3 Director seat vacant

**Motion passes 4-0**

It was moved by President Sulik to adjourn the meeting. The special meeting was adjourned at 10:31 a.m.

ADJOURNMENT

Georgeanna Borrayo, Secretary

Marc Sulik, President

**STAFF REPORT**  
**WATER TREATMENT PLANT**  
**February 2019**

**WATER TREATMENT**

- Production at the District's treatment plant for the month of February varied between 2.8 and 4.9 mgd.
- Treatment Plant personnel worked mostly with the Water Quality Technician sampling for VOCs in the distribution system.
- Quarterly sampling for the NPDES permit and for DDW regulatory purposes was done along with monthly routine bacteriological sampling for the month.
- 2 Primo Water container filling machines were installed at the treatment plant and can be used Monday thru Friday, 7 a.m. to 4 p.m. by residents to fill containers from 1 to 5 gallons for drinking water purposes.

**WATER QUALITY – DISTRIBUTION SYSTEM**

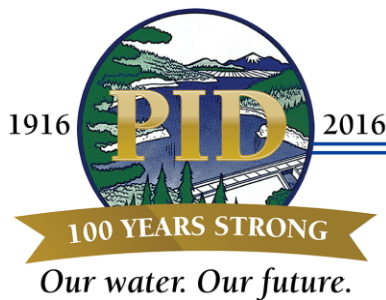
- As of March 8, 2019, 372 samples have been collected by District personnel. Of those samples, we have received results for 301. Of the 301, 95 (32%) tested positive for Benzene above the State MCL, along with various other VOCs.

**RECREATION**

- Paradise Lake is still closed due to the disaster.
- Greg Dobbs is heading the bottled water distribution effort.

**February 2019, WATER QUALITY**

- Average daily production: 3.4 mgd
- Average effluent turbidity: 0.04 ntu
- Average raw water turbidity: 3.56 ntu



## PARADISE IRRIGATION DISTRICT

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

1. **Cash position** – At 2/28/2019 the Districts total cash position was \$4,222,331.
2. **Debt Service Analysis** – Through 2/28/2019 we have incurred debt service payments of \$548,251. The total annual budgeted debt service is \$963,307. The Districts total outstanding debt is \$6,241,545.
  - a. IBank \$1,035,645
  - b. Capital One \$2,156,000
  - c. BB&T \$3,049,900
3. **Operational Issues**
  - a. 2018 – 2019 Financial Overview –
    - i. From an operational standpoint, service and consumption fees were not collected for November and December. The District is charging the readiness to serve charge of \$21.49 per month starting January 2019. The first bill will be mailed in March for January and February. We are not charging consumption fees due to the damage to the District's distribution system.
    - ii. Total Operating Expenses are still within budgeted expectations. The District cannot substantially cut their operational cost because the majority of the District's expenses are fixed.
  - b. Highlights from the Fiscal Year 2018 – 2019
    - i. The District continues to work with the FEMA and State of California to recover the District distribution system.
      1. Insurance Proceeds \$1,350,000
      2. FEMA Cal/OES 25,792
    - ii. We have made a request to the State of California for a budget allocation of \$21 million dollars to help bridge the gap for three years for the loss of revenue due to the Camp fire.

Paradise Irrigation District  
February 28, 2019  
Financial Summary

Description	2018/19 Actual	2018/19 Pre Fire Budget	2018/19 After Fire Budget	2019/20 Budget
<b><u>REVENUES:</u></b>				
Water Sales	3,491,698	8,046,852	4,858,748	1,800,000
Outside Water Sales	68,689	111,183	68,689	-
Other	1,994,303	363,957	1,994,303	-
Interest	19,712	20,000	19,712	20,000
Taxes - 1%	14,224	240,000	225,776	240,000
FMV Gain/Loss - Securities	-	-	-	-
Inc-Assessment Res (PID Share)	-	-	-	-
Grant Rev	-	-	-	-
Annexation	-	-	-	-
Inc-Save-A-Can/Buy-A-Fish	735	10,000	735	-
Inc-Capacity Fees	30,632	25,000	30,632	-
Revenue - PFD	54,122	120,000	120,000	-
	5,674,116	8,936,992	7,318,596	2,060,000
<b><u>EXPENDITURES:</u></b>				
Operating	3,670,866	5,298,014	5,298,014	5,428,489
Pipeline	345,649	992,489	992,489	992,489
Debt Service	548,251	963,307	963,307	963,677
Save a Can	-	8,000	8,000	-
PFD	-	200,000	200,000	-
	4,564,765	7,461,809	7,461,809	7,384,654
<b>Increase/(Decrease) in Cash before Debt Proceeds and Capital</b>	<b>1,109,351</b>	<b>1,475,182</b>	<b>(143,213)</b>	<b>(5,324,654)</b>
Debt Proceeds	-	11,000,000		-
Cash Available for Capital Projects	<b>1,109,351</b>	<b>12,475,182</b>	<b>(143,213)</b>	<b>(5,324,654)</b>
Capital Improvements Program	(144,452)	(12,975,000)	(144,452)	
<b>Increase/(Decrease) in Cash</b>	<b>964,899</b>	<b>(499,818)</b>	<b>(287,666)</b>	<b>(5,324,654)</b>
<b>Beginning Cash Balance</b>	<b>3,257,432</b>	<b>4,222,331</b>	<b>3,257,432</b>	<b>2,969,766</b>
<b>Ending Cash Balance</b>	<b>4,222,331</b>	<b>3,722,513</b>	<b>2,969,766</b>	<b>(2,354,888)</b>

Paradise Irrigation District  
February 28, 2019  
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	1,880,954
Water - Consumption	1,543,286	2,629,210	3,070,573	2,833,600	1,589,060
Water - Fees & Adjustments	42,631	43,355	49,298	65,000	21,684
Outside Water Sales	113,133	110,874	115,728	111,183	68,689
Meter Revenue	46,879	31,915	15,225	10,000	34,314
Recreation & Boating Permits	44,224	38,814	39,789	29,707	16,467
Backflow Check	10,080	10,940	10,960	15,000	4,960
Rents	9,885	17,095	15,740	22,250	7,192
Revenue - Surplus Property	74,512	24,737	17,481	10,000	9,991
Escrow Fees	-	-	-	10,000	-
Annexation	-	2,140	546	-	-
Custom Work/PFD Reimbursement	24,889	94,780	200,000	150,000	3,164
Misc	56,486	52,591	30,602	117,000	1,918,216
Interest				1,600	9,856
<b>Total Operating Income</b>	<b>6,293,188</b>	<b>7,453,658</b>	<b>8,437,722</b>	<b>8,523,592</b>	<b>5,564,547</b>
<b><u>Special Revenue Fund</u></b>					
<b>Capital Improvement Program</b>					
Taxes - 1%	254,125	259,213	271,960	240,000	14,224
\$1 Surcharge for Capital Projects	63,000				
Interest	34,783	34,783	11,326	18,400	9,856
FMV Gain/Loss - Securities	1,007	187	(514)	-	-
Inc-Capacity Fees	48,136	57,262	39,414	25,000	30,632
RDA Reimbursement	-	-			
Grant	-	-	-		-
Inc-Save-A-Can/Buy-A-Fish	8,539	6,622	8,351	10,000	735
<b>Total Capital Improvement</b>	<b>409,589</b>	<b>358,067</b>	<b>330,538</b>	<b>293,400</b>	<b>55,447</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	54,122
PFD - Interest Income					
<b>Total PFD</b>	<b>123,661</b>	<b>122,794</b>	<b>124,037</b>	<b>120,000</b>	<b>54,122</b>
<b>Total Revenue</b>	<b>6,992,668</b>	<b>8,134,846</b>	<b>8,894,053</b>	<b>8,936,992</b>	<b>5,674,116</b>

Paradise Irrigation District  
February 28, 2019  
Water Revenue

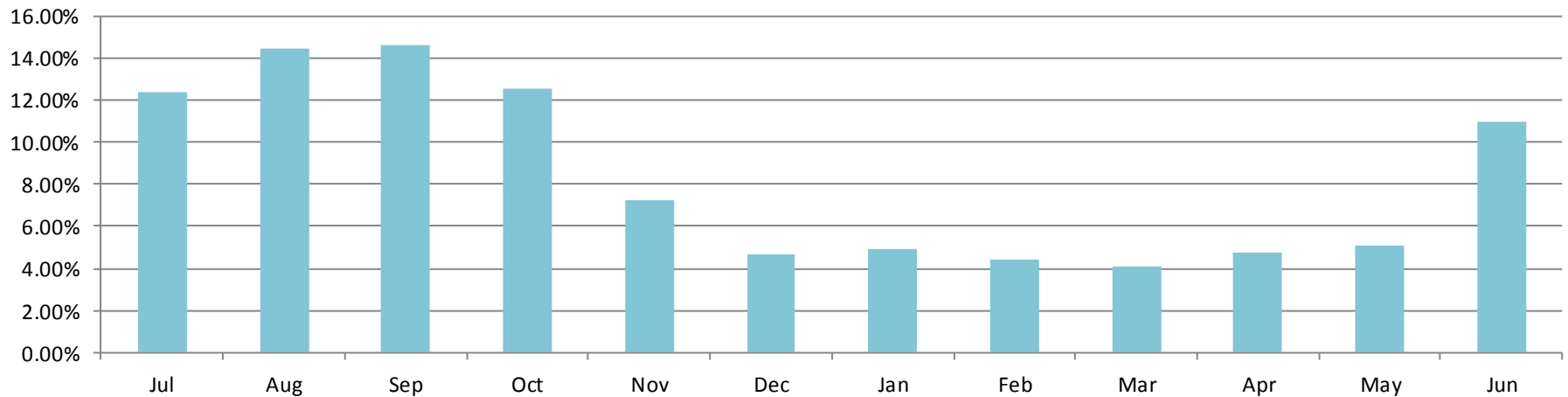
**Consumption Variations**

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Year to Date Totals
2018/19 Actual	374,367.10	442,495.43	421,306.50	366,184.98	359,180.71	107.87							1,963,642.59
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
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

**Service Charge**

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Year to Date Totals
2018/19 Actual	436,392.90	436,643.38	436,273.95	436,719.47	537,251.36	-	-						2,283,281.06
2018/19 Budget	429,021.00	429,021.00	429,021.00	429,021.00	429,021.00			150,000.00	150,000.00	150,000.00	150,000.00	150,000.00	2,895,105.00
2018/19 Budget	429,021.00	429,021.00	429,021.00	429,021.00	429,021.00	429,021.00	429,021.00	429,021.00	429,021.00	429,021.00	429,021.00	429,021.00	5,148,252.00
2017/18 Actual	370,414.10	371,213.98	370,772.40	371,237.20	370,130.18	371,681.00	371,421.01	436,336.33	436,122.75	436,034.97	435,797.15	435,718.87	4,776,879.94
2016/17 Actual	341,413.24	339,237.37	341,571.71	341,336.16	341,299.65	340,548.52	370,001.59	373,087.79	371,908.05	371,244.66	371,420.70	370,865.06	3,903,069.44

## Percentage of Consumption Revenue Collected by Month



Paradise Irrigation District  
February 28, 2019  
Operational Expense Summary

	FY 2015/16 Actual	FY 2016/17 Actual	FY 2017/18 Actual	FY 2018/19 Estimate	FY 2018/19 Actual
<b>Operational Summary</b>					
Salary and Benefits	3,690,301	3,715,155	3,583,708	3,670,705	2,738,782
Materials and Supplies	526,662	669,902	641,180	752,500	326,148
Outside Services	340,807	358,722	442,291	455,320	326,593
Utilities	248,292	260,884	290,220	286,285	155,317
Insurance	89,972	86,488	111,642	92,155	102,335
Board	-	89,120	23,471	41,049	21,691
<b>Total Operating Expense</b>	<b>4,896,033</b>	<b>5,180,270</b>	<b>5,092,511</b>	<b>5,298,014</b>	<b>3,670,866</b>

	FY 2015/16 Actual	FY 2016/17 Actual	FY 2017/18 Actual	FY 2018/19 Estimate	FY 2018/19 Actual
<b>Source of Supply</b>					
Salary and Benefits	4,263	1,134	-	8,383	389
Materials and Supplies	30,860	58,344	55,247	55,000	29,255
Outside Services	7,294	8,387	9,138	30,070	3,726
Utilities	3,197	3,666	5,229	10,600	1,998
Insurance	775	800	492	680	-
<b>Total Source and Supply</b>	<b>46,390</b>	<b>72,332</b>	<b>70,106</b>	<b>104,733</b>	<b>35,367</b>
<b>Security &amp; Recreation</b>					
Salary and Benefits	164,487	192,704	173,017	159,277	114,173
Materials and Supplies	4,901	1,237	1,494	7,900	499
Outside Services	1,635	5,450	1,427	5,800	1,906
Utilities	2,166	10,598	6,314	8,400	3,298
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>184,508</b>	<b>119,876</b>
<b>Water Treatment</b>					
Salary and Benefits	991,194	947,798	932,485	905,894	705,836
Materials and Supplies	163,669	191,014	183,223	207,900	82,076
Outside Services	35,458	22,381	23,262	63,500	25,467
Utilities	135,453	137,303	146,929	153,400	75,375
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>888,754</b>
<b>Transmission &amp; Distribution</b>					
Salary and Benefits	773,755	998,301	1,103,566	1,061,394	792,242
Materials and Supplies	92,977	176,836	191,972	228,200	117,200
Outside Services	25,545	23,688	21,988	29,400	204,606
Utilities	51,243	56,603	64,252	64,500	44,799
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>1,410,272</b>	<b>1,158,847</b>
<b>Customer Service</b>					
Salary and Benefits	422,998	448,304	453,206	430,837	315,679
Materials and Supplies	7,713	6,497	27	8,400	3,224
Outside Services	6,426	4,267	3,847	17,000	1,994
Insurance	5,808	5,991	3,687	11,936	-
<b>Total Customer Service</b>	<b>442,945</b>	<b>465,059</b>	<b>460,766</b>	<b>468,173</b>	<b>320,896</b>
<b>Administration</b>					
Salary and Benefits	1,333,604	1,126,914	921,433	1,104,921	810,463
Materials and Supplies	226,541	235,975	209,216	245,100	93,895
Outside Services	264,449	294,550	382,630	309,550	88,894
Utilities	56,232	52,714	67,496	49,385	29,847
Insurance	46,254	41,389	83,889	31,890	102,335
Board	-	89,120	23,471	41,049	21,691
<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>1,147,125</b>

Paradise Irrigation District  
February 28, 2019  
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	130,202
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	122,237
2017 Private Placement (Refi)	-	-	-	75,192	588,780	295,811
New Debt	-	-	-	-	-	-
Total	1,725,900	1,195,238	1,171,139	988,353	963,307	548,251

Paradise Irrigation District  
February 28, 2019  
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			27,629
Process Water Recycle	100,000	100,000			
Spillway Investigation	450,000	450,000			51,094
B-Reservoir	11,000,000	11,000,000			61,709
Tank Rehab (C, D, & E)	900,000	300,000	300,000	300,000	4,020
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	144,452

Paradise Irrigation District  
February 28, 2019  
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
Water Works	Project Management Services	1,000,000.00	-	1,000,000.00
Firestorm	Arborist Services	26,880.00	-	26,880.00
		<b>TOTAL OUTSTANDING OBLIGATIONS</b>		<b><u>1,268,970.57</u></b>



Paradise Irrigation District

# Expense Approval Report

By Vendor Name

Payment Dates 02/01/2019 - 02/28/2019

Payment Date	Payment Number	Description (Item)	(None)	(None)	Amount
<b>Vendor: 01021 - ACWA/JPIA</b>					
02/07/2019	52789	Work Comp			17,379.04
02/07/2019	52789	Work Comp			23,024.78
<b>Vendor 01021 - ACWA/JPIA Total:</b>					<b>40,403.82</b>
<b>Vendor: 01023 - ACWA</b>					
02/26/2019	52850	2019 Annual Agency Dues			18,300.00
<b>Vendor 01023 - ACWA Total:</b>					<b>18,300.00</b>
<b>Vendor: 02957 - Aflac</b>					
02/08/2019	DFT0003172	Montly Aflac Invoice			276.42
02/22/2019	DFT0003199	Montly Aflac Invoice			276.42
<b>Vendor 02957 - Aflac Total:</b>					<b>552.84</b>
<b>Vendor: 01032 - Airgas NCN</b>					
02/13/2019	52815	JOB #18-F1 -			530.07
<b>Vendor 01032 - Airgas NCN Total:</b>					<b>530.07</b>
<b>Vendor: 02847 - American Conservation &amp; Billing Solutions</b>					
02/22/2019	52830	AquaHawk Alerting - 5/14			500.00
<b>Vendor 02847 - American Conservation &amp; Billing Solutions Total:</b>					<b>500.00</b>
<b>Vendor: 01068 - Aramark Uniform Services</b>					
02/26/2019	52851	Janitorial Supplies/ Uniforms - S...			324.43
02/26/2019	52851	Janitorial Supplies/ Uniforms - ...			103.25
02/26/2019	52851	Janitorial Supplies/ Uniforms - S...			231.42
02/26/2019	52851	Janitorial Supplies/ Uniforms - ...			79.17
02/26/2019	52851	Janitorial Supplies/ Uniforms - S...			661.22
02/26/2019	52851	Janitorial Supplies/ Uniforms - ...			103.25
02/26/2019	52851	Janitorial Supplies/ Uniforms - S...			186.80
02/26/2019	52851	Janitorial Supplies/ Uniforms - ...			79.17
<b>Vendor 01068 - Aramark Uniform Services Total:</b>					<b>1,768.71</b>
<b>Vendor: 01082 - AT&amp;T</b>					
02/26/2019	52853	Lake			19.79
02/26/2019	52853	DS1 Service IntraLATA			82.34
02/26/2019	52853	Phone Line - TP			75.65
02/26/2019	52853	Shop Fax			20.70
02/26/2019	52853	B Res Alarm			20.68
02/26/2019	52853	Elliott & Clark			164.68
02/26/2019	52853	DS1 Service IntraLATA			82.34
02/26/2019	52853	Office			355.57
02/26/2019	52853	Computer Room			20.68
02/26/2019	52853	Office Fax			60.17
02/26/2019	52853	JOB #18-F1 - Phone Lines			2,817.60
<b>Vendor 01082 - AT&amp;T Total:</b>					<b>3,720.20</b>
<b>Vendor: 01083 - AT&amp;T</b>					
02/26/2019	52852	B Res			33.03
02/26/2019	52852	A Tank Alarm			33.03
02/26/2019	52852	JOB #18-F1 - Temp Office Phon...			2,146.66
02/26/2019	52852	JOB #18-F1 - Phone lines			67.55
02/26/2019	52852	B Res Alarm			133.61
<b>Vendor 01083 - AT&amp;T Total:</b>					<b>2,413.88</b>
<b>Vendor: 01128 - Butte County Elections Div</b>					
02/26/2019	52854	November 6, 2018 General Elect..			21,691.05
<b>Vendor 01128 - Butte County Elections Div Total:</b>					<b>21,691.05</b>

## Expense Approval Report

Payment Dates: 02/01/2019 - 02/28/2019

Payment Date	Payment Number	Description (Item)	(None)	(None)	Amount
<b>Vendor: 01363 - Calif Rural Water Assoc</b>					
02/07/2019	52790	Membership Dues			1,302.00
<b>Vendor 01363 - Calif Rural Water Assoc Total:</b>					<b>1,302.00</b>
<b>Vendor: 01256 - California State Disbursement Unit</b>					
02/07/2019	52791	Garnishment			225.23
02/22/2019	52831	Garnishment			225.23
<b>Vendor 01256 - California State Disbursement Unit Total:</b>					<b>450.46</b>
<b>Vendor: 03049 - California Water Service</b>					
02/07/2019	52792	JOB #18-F1 - Labor and Equipm...			193,961.33
<b>Vendor 03049 - California Water Service Total:</b>					<b>193,961.33</b>
<b>Vendor: 01370 - Commercial Tire Warehouse</b>					
02/22/2019	52832	JOB #18-F1 - Parts - Shop			107.44
<b>Vendor 01370 - Commercial Tire Warehouse Total:</b>					<b>107.44</b>
<b>Vendor: 02120 - Durham Pentz Truck Center</b>					
02/26/2019	52855	JOB #18-F1 - TP Generator			433.04
02/26/2019	52855	JOB #18-F1 - TP Generator			144.35
<b>Vendor 02120 - Durham Pentz Truck Center Total:</b>					<b>577.39</b>
<b>Vendor: 01474 - Eagles Security Systems</b>					
02/07/2019	52793	Building Security - Office			105.00
02/07/2019	52793	Building Security - Shop			363.00
<b>Vendor 01474 - Eagles Security Systems Total:</b>					<b>468.00</b>
<b>Vendor: 01480 - Employment Development Dept.</b>					
02/08/2019	DFT0003193	State Income Tax Withholding			19.99
02/08/2019	DFT0003196	State Disability Withholding			1.92
02/11/2019	DFT0003175	State Income Tax Withholding			4,396.90
02/11/2019	DFT0003178	State Disability Withholding			950.49
02/11/2019	DFT0003181	State Income Tax Withholding			1,564.20
02/11/2019	DFT0003184	State Disability Withholding			173.30
02/11/2019	DFT0003187	State Income Tax Withholding			3.90
02/11/2019	DFT0003190	State Disability Withholding			14.26
02/25/2019	DFT0003201	State Income Tax Withholding			4,239.11
02/25/2019	DFT0003204	State Disability Withholding			944.36
<b>Vendor 01480 - Employment Development Dept. Total:</b>					<b>12,308.43</b>
<b>Vendor: 01527 - Ferguson Enterprises, Inc</b>					
02/07/2019	52794	JOB #18-F1 - Construction & Ma...			6,438.07
02/13/2019	52816	JOB #18-F1 - Construction & Ma...			598.46
02/22/2019	52833	JOB #18-F1 - Construction & Ma...			600.60
<b>Vendor 01527 - Ferguson Enterprises, Inc Total:</b>					<b>7,637.13</b>
<b>Vendor: 01528 - FGL Environmental</b>					
02/07/2019	52795	JOB #18-F1 - Water Testing - TP			264.00
02/07/2019	52795	JOB #18-F1 - Water Testing - TP			24.00
02/07/2019	52795	JOB #18-F1 - Water Testing			225.00
02/07/2019	52795	JOB #18-F1 - Water Testing			750.00
02/26/2019	52856	JOB #18-F1 - Water Testing			242.00
02/13/2019	52817	JOB #18-F1 - Water testing - TP			2,251.00
02/13/2019	52817	JOB #18-F1 - Water testing - TP			95.00
02/13/2019	52817	JOB #18-F1 - Water testing - TP			-95.00
02/13/2019	52817	JOB #18-F1 - Water testing			50.00
02/26/2019	52856	JOB #18-F1 - Water Testing			760.00
02/26/2019	52856	JOB #18-F1 - Water Testing			675.00
<b>Vendor 01528 - FGL Environmental Total:</b>					<b>5,241.00</b>
<b>Vendor: 02945 - Fiserv Solutions, LLC</b>					
02/13/2019	52818	JOB #18-F1 - Bank Charges			20.13
<b>Vendor 02945 - Fiserv Solutions, LLC Total:</b>					<b>20.13</b>
<b>Vendor: 02999 - Grant Management Associates</b>					
02/07/2019	52796	JOB #18-F1 - Retainer			5,000.00
<b>Vendor 02999 - Grant Management Associates Total:</b>					<b>5,000.00</b>

## Expense Approval Report

Payment Dates: 02/01/2019 - 02/28/2019

Payment Date	Payment Number	Description (Item)	(None)	(None)	Amount
<b>Vendor: 02889 - Health Equity, Inc.</b>					
02/08/2019	DFT0003173	HSA Contribution			142.30
02/08/2019	DFT0003174	HSA Contribution			2,250.00
02/22/2019	DFT0003200	HSA Contribution			142.30
<b>Vendor 02889 - Health Equity, Inc. Total:</b>					<b>2,534.60</b>
<b>Vendor: 01673 - Herc Rentals</b>					
02/13/2019	52819	JOB #18-F1 - Equipment Rentals...			2,391.45
02/13/2019	52819	JOB #18-F1 - Equioment Rental -..			2,089.75
<b>Vendor 01673 - Herc Rentals Total:</b>					<b>4,481.20</b>
<b>Vendor: 01688 - Home Depot Credit Services</b>					
02/07/2019	52797	JOB #18-F1 - Construction & Ma...			410.41
<b>Vendor 01688 - Home Depot Credit Services Total:</b>					<b>410.41</b>
<b>Vendor: 01705 - Hunt &amp; Sons, Inc.</b>					
02/07/2019	52798	JOB #18-F1 - Fuel			679.45
02/07/2019	52798	JOB #18-F1 - Fuel			297.22
02/13/2019	52820	JOB #18-FL - Fuel			961.58
02/13/2019	52820	JOB #18-FL - Fuel			220.84
02/22/2019	52834	JOB #18-F1 - Fuel			911.68
<b>Vendor 01705 - Hunt &amp; Sons, Inc. Total:</b>					<b>3,070.77</b>
<b>Vendor: 01713 - I.B.E.W. Local Union 1245</b>					
02/07/2019	52799	Union Dues			-40.00
02/07/2019	52799	Union Dues			828.18
02/22/2019	52835	Union Dues			867.95
02/22/2019	52835	Union Dues			-40.00
<b>Vendor 01713 - I.B.E.W. Local Union 1245 Total:</b>					<b>1,616.13</b>
<b>Vendor: 01716 - ICMA Retirement Trust-401</b>					
02/07/2019	1242	Retirement - 401(a) Match			2,017.07
02/07/2019	1242	Retirement - 401(a) Match			62.14
02/07/2019	1242	Retirement - 401(a) Match			33.80
02/22/2019	1244	Retirement - 401(a) Match			1,935.20
<b>Vendor 01716 - ICMA Retirement Trust-401 Total:</b>					<b>4,048.21</b>
<b>Vendor: 01715 - ICMA Retirement Trust-457</b>					
02/07/2019	1243	Retirement Trust - 457			-30.98
02/22/2019	1245	Retirement Trust - 457			-30.00
02/07/2019	1243	Retirement Trust - 457			2,017.07
02/07/2019	1243	Deferred Comp 457			6,398.94
02/07/2019	1243	Retirement Trust - 457			593.86
02/07/2019	1243	Retirement Trust - 457			2,122.49
02/07/2019	1243	Loan Payment			447.82
02/07/2019	1243	Loan Payment			125.00
02/07/2019	1243	Loan Payment			40.11
02/07/2019	1243	Loan Payment			184.94
02/07/2019	1243	Retirement Trust - 457			62.14
02/07/2019	1243	Deferred Comp 457			186.41
02/07/2019	1243	Retirement Trust - 457			33.80
02/07/2019	1243	Deferred Comp 457			101.40
02/22/2019	1245	Retirement Trust - 457			1,935.20
02/22/2019	1245	Deferred Comp 457			6,153.39
02/22/2019	1245	Retirement Trust - 457			593.86
02/22/2019	1245	Retirement Trust - 457			2,122.49
02/22/2019	1245	Loan Payment			447.82
02/22/2019	1245	Loan Payment			125.00
02/22/2019	1245	Loan Payment			40.11
02/22/2019	1245	Loan Payment			184.94
<b>Vendor 01715 - ICMA Retirement Trust-457 Total:</b>					<b>23,855.81</b>
<b>Vendor: 01722 - Infinisource Cobra Compliance</b>					
02/07/2019	52800	Flexible Benefits			80.00
<b>Vendor 01722 - Infinisource Cobra Compliance Total:</b>					<b>80.00</b>

## Expense Approval Report

Payment Dates: 02/01/2019 - 02/28/2019

Payment Date	Payment Number	Description (Item)	(None)	(None)	Amount
<b>Vendor: 02807 - Infosend</b>					
02/13/2019	52821	JOB #18-F1 -			6,481.83
				<b>Vendor 02807 - Infosend Total:</b>	<b>6,481.83</b>
<b>Vendor: 01731 - Internal Revenue Service</b>					
02/08/2019	DFT0003194	FICA Withholding			23.84
02/08/2019	DFT0003195	Fed Withholding			29.68
02/08/2019	DFT0003197	Medicare Withholding			5.58
02/11/2019	DFT0003176	FICA Withholding			11,733.84
02/11/2019	DFT0003177	Fed Withholding			10,978.87
02/11/2019	DFT0003179	Medicare Withholding			2,744.20
02/11/2019	DFT0003182	FICA Withholding			2,148.90
02/11/2019	DFT0003183	Fed Withholding			3,952.93
02/11/2019	DFT0003185	Medicare Withholding			502.56
02/11/2019	DFT0003188	FICA Withholding			176.80
02/11/2019	DFT0003189	Fed Withholding			7.89
02/11/2019	DFT0003191	Medicare Withholding			41.38
02/25/2019	DFT0003202	FICA Withholding			11,658.14
02/25/2019	DFT0003203	Fed Withholding			10,847.26
02/25/2019	DFT0003205	Medicare Withholding			2,726.52
				<b>Vendor 01731 - Internal Revenue Service Total:</b>	<b>57,578.39</b>
<b>Vendor: 01742 - J C Nelson Supply Co.</b>					
02/26/2019	52857	JOB #18-F1 - Construction & Ma...			360.47
				<b>Vendor 01742 - J C Nelson Supply Co. Total:</b>	<b>360.47</b>
<b>Vendor: 01765 - J W Wood Co., Inc</b>					
02/22/2019	52836	JOB #18-F1 - Construction & Ma...			796.47
02/22/2019	52836	JOB #18-F1 - Construction & Ma...			97.05
				<b>Vendor 01765 - J W Wood Co., Inc Total:</b>	<b>893.52</b>
<b>Vendor: 01771 - Keller Supply</b>					
02/26/2019	52858	JOB #18-F1 - Construction & Ma...			375.77
02/26/2019	52858	JOB #18-F1 - Construction & Ma...			1,474.65
02/26/2019	52858	JOB #18-F1 - Construction & Ma...			41.30
02/26/2019	52858	JOB #18-F1 - Construction & Ma...			293.84
				<b>Vendor 01771 - Keller Supply Total:</b>	<b>2,185.56</b>
<b>Vendor: 01828 - Les Schwab Tire Center</b>					
02/26/2019	52859	JOB #18-F1 -			244.00
				<b>Vendor 01828 - Les Schwab Tire Center Total:</b>	<b>244.00</b>
<b>Vendor: 01905 - Minasian, Meith, Soares, Sexton &amp; Cooper, LLP</b>					
02/22/2019	52837	JOB #18-F1 - Legal Fees			12,557.52
				<b>Vendor 01905 - Minasian, Meith, Soares, Sexton &amp; Cooper, LLP Total:</b>	<b>12,557.52</b>
<b>Vendor: 01960 - Normac</b>					
02/22/2019	52838	JOB #18-F1 - Construction & Ma...			19,843.80
02/22/2019	52838	JOB #18-F1 - Construction & Ma...			349.26
02/22/2019	52838	JOB #18-F1 - Construction & Ma...			607.69
				<b>Vendor 01960 - Normac Total:</b>	<b>20,800.75</b>
<b>Vendor: 01977 - North Valley Barricade</b>					
02/07/2019	52801	JOB #18-F1 -			361.97
02/13/2019	52822	JOB #18-F1 - Safety - Shop			278.85
02/26/2019	52860	JOB #18-F1 - Safety Supplies			241.31
				<b>Vendor 01977 - North Valley Barricade Total:</b>	<b>882.13</b>
<b>Vendor: 01980 - Northern Recycling &amp; Waste Svcs</b>					
02/13/2019	52823	Garbage - Lake			97.33
02/13/2019	52823	Garbage - TP			42.83
02/13/2019	52823	Garbage - Shop			437.75
02/13/2019	52823	Garbage - Office			500.15
				<b>Vendor 01980 - Northern Recycling &amp; Waste Svcs Total:</b>	<b>1,078.06</b>
<b>Vendor: 01995 - Office Depot</b>					
02/22/2019	52839	JOB #18-F1 - Office Supplies			107.10

## Expense Approval Report

Payment Dates: 02/01/2019 - 02/28/2019

Payment Date	Payment Number	Description (Item)	(None)	(None)	Amount
02/22/2019	52839	JOB #18-F1 - Office Supplies			240.02
02/22/2019	52839	JOB #18-F1 - Office Supplies			116.89
Vendor 01995 - Office Depot Total:					464.01
Vendor: 02005 - Olin Corp.-Chlor Alkali					
02/13/2019	52824	JOB #18-FL -			4,174.25
02/22/2019	52840	JOB #18-F1 -			4,413.34
Vendor 02005 - Olin Corp.-Chlor Alkali Total:					8,587.59
Vendor: 01538 - O'Reilly Auto Parts					
02/26/2019	52861	JOB #18-F1 - Repairs - Unit 32			69.96
02/26/2019	52861	JOB #18-F1 - Shop Tools			-70.11
02/26/2019	52861	JOB #18-F1 - Repairs - Unit 43 - ...			51.31
02/26/2019	52861	JOB #18-F1 - Repairs - Unit 50			35.88
02/26/2019	52861	JOB #18-F1 - Safety Light			102.35
Vendor 01538 - O'Reilly Auto Parts Total:					189.39
Vendor: 02030 - Pace Supply					
02/22/2019	52841	JOB #18-F1 - Service Charges			21.59
Vendor 02030 - Pace Supply Total:					21.59
Vendor: 02081 - Pacific Gas & Electric Company					
02/07/2019	52802	Paradise Dam #2 Park			65.09
02/07/2019	52802	Mag Res Filtration Plant			804.21
02/26/2019	52862	Geppetto North End			36.31
02/26/2019	52862	Paradise Dam #2 Park			30.07
02/26/2019	52862	Mag Res Filtration Plant			16,118.01
02/26/2019	52862	Moore Rd. ES Forest Serv. Rd. - ...			3,789.78
02/26/2019	52862	6344 Clark Rd. - GAS			36.61
02/26/2019	52862	Nunnely Rd. Ext. Tank Res #E			33.22
02/26/2019	52862	Frank Turner Way Tank Res #C			25.72
02/26/2019	52862	Lovely Ln. N/End Tank Res #D			22.54
02/26/2019	52862	Moore Rd. ES Forest Serv. Rd. - ...			10.58
02/26/2019	52862	Bader Mine Rd. -Electric			0.99
02/26/2019	52862	Skyway W/S N/Clark Tank Res #A			2.00
02/26/2019	52862	6332 Clark Rd. - ELECTRIC			3,664.98
Vendor 02081 - Pacific Gas & Electric Company Total:					24,640.11
Vendor: 02061 - PBM Supply & Mfg					
02/07/2019	52803	JOB #18-F1 - Construction & Ma...			87.19
02/13/2019	52825	JOB #18-FL - Construction & Ma...			241.96
Vendor 02061 - PBM Supply & Mfg Total:					329.15
Vendor: 02090 - Pitney Bowes Global Financial Services LLC					
02/22/2019	52842	Postage Meter			70.90
Vendor 02090 - Pitney Bowes Global Financial Services LLC Total:					70.90
Vendor: 03048 - Plan B Professional Answering Sewrvice					
02/13/2019	52826	JOB #18-F1 - Answering Service			431.27
Vendor 03048 - Plan B Professional Answering Sewrvice Total:					431.27
Vendor: 02098 - Pollard Water					
02/26/2019	52863	JOB #18-F1 - Constuction & Mai...			318.39
Vendor 02098 - Pollard Water Total:					318.39
Vendor: 02057 - Riebes Auto Parts					
02/22/2019	52843	JOB #18-F1 - Parts - Shop			209.16
02/22/2019	52843	JOB #18-F1 - Parts - Shop			27.77
02/22/2019	52843	JOB #18-F1 - Parts - Shop			-27.77
02/22/2019	52843	JOB #18-F1 - Parts - Shop			18.62
02/22/2019	52843	JOB #18-F1 - Parts - Shop			10.44
02/22/2019	52843	JOB #18-F1 - Parts - Shop			11.25
Vendor 02057 - Riebes Auto Parts Total:					249.47
Vendor: 02185 - Roberts & Brune Company					
02/22/2019	52844	JOB #18-F1 - Construction & Ma...			1,280.31
Vendor 02185 - Roberts & Brune Company Total:					1,280.31

## Expense Approval Report

Payment Dates: 02/01/2019 - 02/28/2019

Payment Date	Payment Number	Description (Item)	(None)	(None)	Amount
<b>Vendor: 02263 - Sinclair Towing</b>					
02/26/2019	52864	JOB #18-F1 -			300.00
				<b>Vendor 02263 - Sinclair Towing Total:</b>	<b>300.00</b>
<b>Vendor: 02964 - T-Mobile</b>					
02/22/2019	52845	Fireflies - CS			1,061.90
				<b>Vendor 02964 - T-Mobile Total:</b>	<b>1,061.90</b>
<b>Vendor: 02394 - Tyler Technologies, Inc.</b>					
02/07/2019	52804	Maintenance - 10/13			200.00
				<b>Vendor 02394 - Tyler Technologies, Inc. Total:</b>	<b>200.00</b>
<b>Vendor: 02685 - Underground Service Alerts</b>					
02/22/2019	52846	CA Annual % of Tickets fee			1,515.68
				<b>Vendor 02685 - Underground Service Alerts Total:</b>	<b>1,515.68</b>
<b>Vendor: 02692 - United Rentals, Inc</b>					
02/07/2019	52805	JOB #18-F1 - Propane - Shop			16.58
02/07/2019	52805	JOB #18-F1 - Propane - Shop			19.97
02/26/2019	52865	JOB #18-F1 - Propane			22.72
02/26/2019	52865	JOB #18-F1 - Propane - Shop			242.23
				<b>Vendor 02692 - United Rentals, Inc Total:</b>	<b>301.50</b>
<b>Vendor: 02824 - US Bank Corporate Payment System</b>					
02/26/2019	52866	JOB #18-F1 - Monthly fee			12.99
02/26/2019	52866	JOB #18-F1 - Monthly fees			19.99
02/26/2019	52866	JOB #18-F1 - Meals			135.49
02/26/2019	52866	JOB #18-F1 - Construction & Ma...			85.33
02/26/2019	52866	JOB #18-F1 - Hootsuite			348.00
02/26/2019	52866	JOB #18-F1 - Meals			40.00
02/26/2019	52866	JOB #18-F1 -			192.00
02/26/2019	52866	JOB #18-F1 -			139.38
02/26/2019	52866	JOB #18-F1 - Meals			180.39
02/26/2019	52866	JOB #18-F1 - Meals			238.10
02/26/2019	52866	JOB #18-F1 - Office Supplies			-32.17
02/26/2019	52866	JOB #18-F1 - Office Supplies			171.59
02/26/2019	52866	JOB #18-F1 - Meals			104.43
02/26/2019	52866	JOB #18-F1 - Meals			117.69
02/26/2019	52866	JOB #18-F1 - Meals			14.97
02/26/2019	52866	JOB #18-F1 - Office Misc.			15.00
02/26/2019	52866	JOB #18-F1 - Monthly fees			14.99
02/26/2019	52866	JOB #18-F1 - Office Supplies			371.56
02/26/2019	52866	JOB #18-F1 - Monthly fees			17.98
02/26/2019	52866	JOB #18-F1 - Meals			21.53
02/26/2019	52866	JOB #18-F1 - Government Finan...			445.00
02/26/2019	52866	JOB #18-F1 - Office Supplies			-234.84
02/26/2019	52866	JOB #18-F1 - Monthly fees			13.99
02/26/2019	52866	JOB #18-F1 - Construction & Ma...			103.10
02/26/2019	52866	JOB #18-F1 - Office Supplies			182.25
02/26/2019	52866	JOB #18-F1 - Construction & Ma...			400.48
02/26/2019	52866	JOB #18-F1 - Meals			25.60
02/26/2019	52866	Monthly fees			13.99
02/26/2019	52866	JOB #18-F1 - Monthly fees			12.98
02/26/2019	52866	0170601099			271.11
02/26/2019	52866	JOB #18-F1 - Office Supplies			29.45
02/26/2019	52866	JOB #18-F1 - Elecsys			8.00
02/26/2019	52866	JOB #18-F1 - Office Supplies			87.23
02/26/2019	52866	JOB #18-F1 - Dell - Server			3,369.33
02/26/2019	52866	JOB #18-F1 - Dell - Server			2,196.04
02/26/2019	52866	JOB #18-F1 - Construction & Ma...			111.45
02/26/2019	52866	JOB #18-F1 - Construction & Ma...			34.69
02/26/2019	52866	JOB #18-F1 - Postage			117.90
02/26/2019	52866	JOB #18-F1 - Office Supplies			36.45
02/26/2019	52866	JOB #18-F1 - Meals			187.43

## Expense Approval Report

Payment Dates: 02/01/2019 - 02/28/2019

Payment Date	Payment Number	Description (Item)	(None)	(None)	Amount
02/26/2019	52866	JOB #18-F1 - Construction & Ma...			262.75
02/26/2019	52866	JOB #18-F1 - Meals			154.99
02/26/2019	52866	JOB #18-F1 - Office Supplies			26.03
02/26/2019	52866	JOB #18-F1 - Monthly fees			34.99
02/26/2019	52866	JOB #18-F1 - Meals			17.27
02/26/2019	52866	JOB #18-F1 - Meals			140.32
Vendor 02824 - US Bank Corporate Payment System Total:					10,257.22
<b>Vendor: 02686 - USA Blue Book</b>					
02/07/2019	52806	JOB #18-F1 - Water Testing Sup...			113.24
02/07/2019	52806	JOB #18-F1 - Water Testing Sup...			32.46
02/07/2019	52806	JOB #18-F1 - Misc. Supplies - TP			299.42
02/07/2019	52806	JOB #18-F1 - Misc. Supplies - TP			145.31
02/13/2019	52827	JOB #18-F1 -			44.12
Vendor 02686 - USA Blue Book Total:					634.55
<b>Vendor: 02703 - Verizon Wireless</b>					
02/07/2019	52807	(16) Mobile Phones			3,597.37
Vendor 02703 - Verizon Wireless Total:					3,597.37
<b>Vendor: 02712 - VistaNet inc.</b>					
02/07/2019	52808	JOB #18-F1 - Rent - Office			4,890.00
02/22/2019	52847	JOB #18-F1 - VSphere Essentials...			1,124.00
02/22/2019	52847	JOB #18-F1 - Office Equipment -...			3,544.24
02/22/2019	52847	JOB #18-F1 - Annual Maintenanc...			792.00
Vendor 02712 - VistaNet inc. Total:					10,350.24
<b>Vendor: 02714 - Wagner &amp; Bonsignore</b>					
02/13/2019	52828	JOB #18-F1 - Outside Sales Revi...			750.00
Vendor 02714 - Wagner & Bonsignore Total:					750.00
<b>Vendor: 02747 - Wienhoff &amp; Associates, Inc.</b>					
02/22/2019	52848	Annual Consortium Membership			1,050.00
Vendor 02747 - Wienhoff & Associates, Inc. Total:					1,050.00
<b>Vendor: 02778 - Wurth USA Inc.</b>					
02/13/2019	52829	JOB #18-F1 - Construction & Ma...			221.30
Vendor 02778 - Wurth USA Inc. Total:					221.30
<b>Vendor: 02787 - Zee Service Company</b>					
02/07/2019	52809	JOB #18-F1 - Safety - Shop			374.71
Vendor 02787 - Zee Service Company Total:					374.71
<b>Vendor: 02867 - Zenner USA</b>					
02/26/2019	52870	MIU, Stealth Reader - (24)			78.25
02/26/2019	52870	(300) METER - Fire Fly			21,244.51
Vendor 02867 - Zenner USA Total:					21,322.76
Grand Total:					548,632.65



## PARADISE IRRIGATION DISTRICT

*"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: Kevin Phillips, District Manager**  
**DATE: March 15, 2019**  
**RE: Award Consulting Services for Inspection of Tanks A, C, D, & E**  
**03/20/2019 Board Meeting**

The District needs to inspect its steel storage tanks for damage due to the Camp fire. This work will be covered by insurance proceeds. The District was required to receive two bids for this work. We solicited two highly qualified firms for bids. The bids came in as follows:

Harper and Associates:	\$16,200.00
Superior Tank Solutions	\$19,800.00

The following motion is recommended:

*"I move to approve and authorize the District Manager to execute an agreement with Harper & Associates Engineering, Inc. for inspection services for tanks A, C, D, & E at a cost not to exceed \$16,200."*



# HARPER & ASSOCIATES ENGINEERING, INC.

## CONSULTING ENGINEERS

1240 E. Ontario Ave., Ste. 102-312 Corona, CA 92881-8671  
Phone (951) 372-9196 Fax (951) 372-9198  
[www.harpereng.com](http://www.harpereng.com)

PROPOSAL TO

PARADISE IRRIGATION DISTRICT

FOR

ENGINEERING CONSULTING SERVICES FOR A DRAINED AND FLOAT EVALUATION

OF FOUR WELDED STEEL WATER STORAGE TANKS

I. PROJECT DESCRIPTION

- A. The welded steel water storage tanks are located on a District-owned sites in Paradise, California and are designated as the following:

<u>Tank</u>	<u>Size</u>	<u>Dimensions</u>	<u>Type</u>
Tank A	1.0 MG	74 ft. x 32 ft.	Steel
Tank C	2.0 MG	104 ft. x 29 ft.	Steel
Tank D	2.0 MG	104 ft. x 29 ft.	Steel
Tank E	1.5 MG	90 ft. x 29 ft.	Steel

B. SCOPE OF WORK – EVALUATION

1. Telephone conference with District to verify approach to project.
2. Accomplish field investigation of complete interior and exterior of the tankS, to evaluate the present condition of tankS from the following standpoints:
  - a. Structural soundness of the tanks resulting from fire damage.
  - b. Condition of coatings and paint resulting from fire damage; how they are protecting the steel from corrosion, blistering of the coating or paint, the aesthetic qualities, the percent failures, and their ability to be recoated.
  - c. Condition of appurtenances: float, overflow, inlet, ladders, etc.
3. Field evaluation of the tanks to visually inspect, photograph visible deficiencies would entail one site visit per tank with the tank drained.
4. In addition to the drained evaluation, it is recommended to accomplish a float evaluation of each tank's interior roof surfaces to better visually inspect and photograph surfaces via

inflatable raft from the water level. This evaluation would be accomplished on a different day and it would be necessary to have the water level 3 to 4 feet below roof line.

5. Surfaces would be photographed and entered into a Photographic Survey.
6. Conclusions, recommendations and cost estimates would be prepared and included in the detailed written report.
7. Two hard copies and a pdf file of the written report will be submitted.
8. Telephone conference with District's Staff to discuss report.

## II. SCHEDULE

- A. Investigation of the tanks and filing of the reports for work noted above would be accomplished at the designated times, upon execution of an agreement and issuance of the Notice to Proceed.
  1. It is anticipated the drained investigation of each tank will need to be accomplished on four (4) separate days.
  2. The float investigation of each tank would be accomplished during the same trip as a drained investigation on another tank. For example, the float investigation on Tank A would be accomplished on the day of the drained investigation on Tank C.

## III. DISTRICT RESPONSIBILITIES

- A. The District shall provide the following items, personnel and/or services to be utilized in connection with this work.
  1. The District shall make available to the Consultant reasonable and timely staff input for purposes of conference discussion, reviewing submissions from the Consultant, providing factual information and/or suggestions relating to the work in a manner such that the Consultant may meet the project completion schedule.
  2. The District shall provide designated water operations person for access to tank sites and unobstructed access to tank interiors upon request by the Consultant at time and in the manner mutually agreed upon as required to accommodate work of Consultant.
  3. District will provide payment on monthly progress estimates to the Consultant based upon work accomplished during the previous month or portion thereof.

## IV. WORK PRODUCT

- A. The Owner designee shall at all times have access to the work product of the Consultant while it is under preparation or in progress. Upon completion of the project, all drawings, documents and notes shall become property of the Owner, including all renderings, slides, sketches and correspondence.

## V. DESIGNATED REPRESENTATIVES

- A. The project shall be under direct control of Ms. Krista Harper, P.E. to whom all questions may be directed. Field operations shall be under direct control of Mr. Andre Harper. It is understood the

District's representative will be Mr. Kevin Phillips, who will provide the interface between the District's Staff and Consultant.

VI. COST ESTIMATE

- A. Based on previously noted Scope of Work for drained inspection of all four tanks and preparation of the report for each tank, cost for performing services will be \$16,200.
  - 1. If multiple tanks can be drained in a day, the cost would be reduced.
- B. Based on previously noted Scope of Work for float inspection of all four tanks, cost for performing services will be \$3,180, based on work being accomplished with A. above.

VII. INSURANCE COVERAGES

- A. Consultant will provide and maintain in full force and effect, while operating under an agreement with Owner, a comprehensive liability insurance policy which shall include bodily injury, and property damage coverage of \$2,000,000 combined single limit, automobile liability insurance with limits of \$2,000,000, worker's compensation insurance with limits of coverage as prescribed by law, and an Errors and Omissions professional liability policy with a minimum limit of coverage of \$2,000,000.
  - 1. Above noted insurance coverages are currently in force with Consultant.

VIII. INDEMNITY

- A. Owner shall hold Harper & Associates Engineering, Inc., harmless from any and all liability to perform beyond the exact confines of the services offered in this proposal.

IX. ACCEPTANCE OF PROPOSAL

- A. The cost estimate, terms and conditions of this proposal are valid for sixty days from receipt of proposal. Acceptance shall be deemed valid upon receipt by Harper & Associates Engineering, Inc. of the original proposal executed by the Owner's authorized representative within noted time frame. Acceptance will be in whatever form is routinely used by Owner.

X. CONFIDENTIALITY OF PROPOSAL

- A. The content of this proposal and any conversations with Consultant regarding this proposal are considered to be confidential and is not for publication, discussion or knowledge of any person or persons who are not employees of Owner.

Respectfully submitted,

HARPER & ASSOCIATES ENGINEERING, INC.



Krista Harper, P.E.  
Vice President



# HARPER & ASSOCIATES ENGINEERING, INC.

CONSULTING ENGINEERS

1240 E. Ontario Ave., Ste. 102-312 Corona, CA 92881-8671

Phone (951) 372-9196 Fax (951) 372-9198

www.harpereng.com

## PROPOSAL TO

## PARADISE IRRIGATION DISTRICT

## FOR

## UNDERWATER INSPECTION OF

## FOUR WELDED STEEL WATER STORAGE TANKS

### I. PROJECT DESCRIPTION

- A. The welded steel water storage tanks are located on District-owned sites in Paradise, California and are designated as the following:

<u>Tank</u>	<u>Size</u>	<u>Dimensions</u>	<u>Type</u>
Tank A	1.0 MG	74 ft. x 32 ft.	Steel
Tank C	2.0 MG	104 ft. x 29 ft.	Steel
Tank D	2.0 MG	104 ft. x 29 ft.	Steel
Tank E	1.5 MG	90 ft. x 29 ft.	Steel

### B. SCOPE OF WORK - EVALUATION

1. Telephone conference with the District to verify approach to project.
2. Accomplish field investigations of the complete interior and exterior of the tanks to evaluate the present condition of tanks from the following standpoints:
  - a. structural soundness of the tanks resulting from fire damage.
  - b. Condition of protective coating and paint resulting from fire damage; how they are protecting the steel from corrosion, blistering of the coating or paint, their aesthetic qualities, the percent failures, and their ability to be recoated.
  - c. Condition of appurtenances: float, overflow, inlet, ladders, etc.
3. Field evaluation of the water storage tanks utilizing Certified Divers/Engineers to visually inspect, photograph, and video visible deficiencies below the water line would entail one site visit per tank.

- a. Evaluation of vapor zone would be accomplished from the water level via inflatable raft with the water level 3 to 4 feet below the roof line.
  - b. The roof hatch must be a minimum of 24" to permit entrance of the diver into the tank.
4. Surfaces would be photographed and entered into a Photographic Survey.
5. Conclusions, recommendations and cost estimates would be prepared and included in the written report.
6. Two hard copies and a pdf. file of the written report will be submitted with a CD of the inspection photographs and one copy of the dive inspection video.
7. Telephone conference with District's Staff to discuss report.
8. The following sanitary measures will be fully complied with in accordance with AWWA C652-92, Section 5.
  - a. Diver's equipment is dedicated for use only in potable water storage tanks.
  - b. No body parts shall come in contact with potable water.
    - 1) Diver's suit shall be prophylactic in design. Only non-permeable dry suits shall be used which incorporate an integrated hard helmet, neck and wrist dams, and boots.
      - a) Wet suits, hoods, and open or removable masks and face plates are not acceptable for use in potable water.
  - c. Prior to diver entrance into potable water, diver shall be:
    - 1) Fully dressed in prophylactic dry suit as detailed above.
    - 2) All equipment and diver dress shall be thoroughly disinfected by a 100% wash-down with, or immersion in, a 200 PPM solution of chlorine and water.
9. Safety Procedures
  - a. Harper & Associates Engineering, Inc. fully complies with all of the following safety procedures in accordance with Cal-OSHA Title 8, General Industry Safety Orders, Group 26, Article 152, 153, 6050-6056.
  - b. All members of dive team shall possess a current certificate of qualification and training in CPR/first aid.
  - c. A dive plan shall be prepared prior to dive operations.

## II. SCHEDULE

- A. Investigation of tanks and filing of reports for work noted above would be accomplished at a mutually agreed time, upon execution of an agreement and issuance of the Notice to Proceed.

## III. DISTRICT RESPONSIBILITIES

- A. The District shall provide the following items, personnel, and/or services to be utilized in connection with this work.
  - 1. The District shall make available to the Consultant reasonable and timely staff input for purposes of conference discussion, reviewing submissions from the Consultant, providing factual information, and/or suggestions relating to the work in a manner such that the Consultant may meet the project completion schedule.
  - 2. The District shall provide designated water operations person for access to tank sites and unobstructed access to tank interiors upon request by the Consultant at a time and in the manner mutually agreed upon as required to accommodate work of Consultant.
  - 3. Positive shut off of all electrical current to tanks for duration of inspection, if necessary.
  - 4. Positive closure of all water outlets to tanks for duration of inspection with a "Lock-Out, Tag-Out" system, if necessary.
  - 5. District will provide payment on monthly progress estimates to the Consultant based upon work accomplished during the previous month or portion thereof.

## IV. WORK PRODUCT

- A. The District designee shall, at all times, have access to the work product of the Consultant while it is under preparation or in progress. Upon completion of the project, all drawings, documents, and notes shall become property of the District, including all renderings, slides, sketches, and correspondence.

## V. DESIGNATED REPRESENTATIVES

- A. Project shall be under direct control of Ms. Krista Harper, P.E. to whom all questions may be directed. Field operations shall be under direct control of Mr. Andre Harper. It is understood the District's representative will be Mr. Kevin Phillips, who will provide the interface between the District's Staff and Consultant.

## VI. COST ESTIMATE

- A. Based on previously noted Scope of Work for dive inspection of all four tanks and

preparation of the report for each tank, cost for performing services will be \$15,840, based on all four tanks being inspected in two consecutive days.

VII. INSURANCE COVERAGES

- A. Consultant will provide and maintain in full force and effect, while operating under an agreement with District, a comprehensive liability insurance policy which shall include bodily injury and property damage coverage of \$2,000,000 combined single limit, automobile liability insurance with a limit of \$2,000,000, worker's compensation insurance with limits of coverage as prescribed by law, and an Errors and Omissions professional liability policy with a minimum limit of coverage of \$2,000,000.

1. Above noted insurance coverages are currently in force with Consultant.

VIII. INDEMNITY

- A. District shall hold Harper & Associates Engineering, Inc. harmless from any and all liability to perform beyond the exact confines of the services offered in this Proposal.

IX. ACCEPTANCE OF PROPOSAL

- A. The cost estimate, terms and conditions of this proposal are valid for 60 days from receipt of proposal. Acceptance shall be deemed valid upon receipt by Harper & Associates Engineering, Inc. of the original proposal executed by the District's authorized representative within the noted time frame. Acceptance will be in whatever form is routinely used by District.

X. CONFIDENTIALITY OF PROPOSAL

- A. The content of this Proposal and any conversations with Consultant regarding this Proposal are considered to be confidential and is not for publication, discussion, or knowledge of any person or persons who are not employees of District.

Respectfully submitted,

HARPER & ASSOCIATES ENGINEERING, INC.



Krista Harper  
Vice President

## PROPOSAL

Authorized Signature:	Keith Myers	Date:	March 4, 2019
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CUSTOMER INFORMATION		TANK INFORMATION	
Customer Name	Paradise Irrigation District	Tank Name	See Below
Contact Name	Kevin Phillips	Size and Style	See Below
Billing Address	6332 Clark Rd	Site Address	Varies
City, State, Zip	Paradise, CA 95969	City State, Zip	Paradise, CA 95969

### SCOPE OF WORK

#### Cleaning and Disinfection

##### Overview:

The following work scope addresses methods and procedures for the washing, cleaning and disinfection of interior surfaces of the carbon steel potable water storage tank. These operations are designed to comply with AWWA M.42 and AWWA D.102 wash-out recommendations and are predicated on tank construction compliance with AWWA D.103 or D.100 as applicable. Contractor qualification criteria and insurances will be provided upon request.

##### Pre-Cleaning Requirements:

Prior to initiating the wash-out / clean-out operation the following activities must be completed in a regulatory compliant manner.

- The Owner is responsible for de-watering the tank to the lowest possible level and performing a lock-out tag-out procedure on all inlet valves.
- The removal of remaining residual water (up to 1") shall be performed as part of the wash-out operation.
- Residual water removal/disposal shall be accomplished through the use of an Owner designated disposal area.

##### Confined Space Entry:

- Prior to entry into the tank, the specific site conditions and confined space conditions shall be evaluated in accordance with OSHA 29 CFR 1910.146.

##### Washout Cleaning Requirements:

- Remove all accumulated sediment and mud from the tank floor before and after the interior is cleaned. Removal shall be performed by squeegee, vacuum or other procedures that will not damage the interior coating system.
- The cleaning shall include the interior floor and lower walls.
- Cleaning will be through the use of hand held cold and/or hot pressurized water blasters with spray nozzle and extension attachments capable of achieving a minimum of 2,900 psi
- Following the cleaning the tank will receive a final fresh water rinse.

##### Documentation:

- Cleaning process shall be documented photographically.
- The tank shall be inspected upon completion of the cleaning process.

##### Disinfection Procedure:

- Disinfection operations shall conformance with all applicable requirements of AWWA C 652 Chlorination Method No. 2.
- Bacteriological tests and filling the tank are the responsibility of the Owner

##### Inspection Documentation:

- A narrative report shall summarize the findings of the tank cleaning, repairs, and inspection and will be documented in narrative and through photographs.
- All inspections are visual in nature and are intended to identify obvious deficiencies.



Keith Myers  
Northern Region Manager  
Cell: 916.869.4464  
Kmyers@SuperiorTankSolutions.com

**CONDITIONS:**

- Superior Tank assumes the site is safe, fully accessible for the delivery of materials, and adequate for staging during renovation.
- **Prevailing wage is included.**
- The above renovation cost does not take into consideration any restrictive work hour rules, union labor or any special provisions such as safety schooling, safety clothing or hazardous training seminars that may be required.
- This proposal may be withdrawn if not accepted within 30 days from date of Authorized Signature.
- Payment in full is due upon completion and final acceptance of the work specified in this proposal.
- Water for STS use is available on site.

**CLAIRIFICATIONS:**

- Superior Tank Solutions, Inc. (STS) agrees to furnish all necessary labor, tools, equipment, supplies, insurance and supervision to perform following scope of work.
- Coating repairs shall be limited to small patches approximately 1" in diameter, located on the floor and lower shell, and up to 1 pint of coating material. Coating repairs will only be performed if a coating system exists and the coating system is not beyond repair.
- STS reserves the right to withdraw the contract should unsafe or compromising conditions arise related to this project.
- A time will be agreed upon to begin work. Owner shall allow unrestricted access to the site during the agreed upon work hours.
- This proposal may be withdrawn if not accepted within 60 days from date of Authorized Signature.
- Water will be made available at the site to facilitate cleaning procedures.
- Water, waste water from cleaning, sludge and debris from vessel is considered to be non-hazardous and shall be disposed of onsite per Owner's discretion. Disposal location shall be within 50' of the tank.
- No other repairs to the existing structure or coatings are included herein.
- STS cannot guarantee 100% removal of all oil, biofilm, or staining.
- Should additional time be required additional costs may result.

**EXCLUSIONS:** Testing of any kind, scaffolding, oil removal, filling the tank, containment of cleaning waste, disposal of waste water and debris off site, sand blasting, structural repairs, specialized safety training, or items not specifically mentioned above. Taxes (if applicable), testing, filling the tank, repairs, upgrades, specialized safety training, or items not specifically mentioned above.

**PROJECT START DATE:** 1-3 weeks after receipt of NTP

**SCHEDULE:** Cleaning Estimated at - 1 days per tank. Extra days will be at a daily rate of 3,500.

**Mobilization 1 - 1 Day: Tank A 1.0 MG 74 ft. x 32 ft. Steel**

**Mobilization 2 - 1 Day: Tank C 2.0 MG 104 ft. x 29 ft. Steel**

**Mobilization 3 - 1 Day: Tank D 2.0 MG 104 ft. x 29 ft. Steel**

**Mobilization 4 - 1 Day: Tank E 1.5 MG 90 ft. x 29 ft. Steel**

**QUOTE VALIDITY:** 60 DAYS

Thank you for the opportunity to be of service. If you have any questions or require additional information, please do not hesitate to contact me at your earliest convenience.

**CA License #939335 • AZ License #269751**

<b>Nineteen Thousand, Eight Hundred and 00/100 Dollars</b>	<b>TOTAL</b>	<b>\$ 19,800.00</b>
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<b>Customer Signature:</b>		<b>Date:</b>	
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9500 LUCAS RANCH RD. RANCHO CUCAMONGA, CA 91730 • T. 909.912.0599 F. 909.912.0585 • TOLL FREE 877.764.2121  
SUPERIORTANKSOLUTIONS.COM

PARADISE IRRIGATION DISTRICT

DATE 03-01-2019

**DISTRIBUTION SYSTEM OPERATOR DRAFT 6-12-18**

➤ **Definition**

- The Distribution System Operator is a member of the General Unit assigned to the Transmission and Distribution Department of the Paradise Irrigation District. This is a highly skilled, self-directed position and functions under the general supervision of the Field Superintendent. This position plans, oversees, coordinates and participates in the transmission and distribution system preventive maintenance program.

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

- Inspects and maintains proper operation and condition of all distribution system storage reservoirs.
- Operates, inspects, repairs and maintains natural gas and electric booster pump stations in coordination with Treatment Plant operations staff.
- Monitors and maintains records for NPDES distribution system potable water discharges and related activities.
- Inspects and maintains transmission and distribution system flow meters and is responsible for all related recordkeeping.
- In coordination with treatment plant operations staff, operates and maintains district owned ground water well(s) and is responsible for related recordkeeping.
- Coordinates, oversees and participates in routine distribution system valve exercising program.
- Coordinates, oversees and participates in routine and other scheduled or unscheduled maintenance, repair and exercising of distribution system appurtenances such as but not limited to automatic air vacuum release valves, manual air release valves, system flow control valves, pressure reducing valves and stations, tank altitude valves, and pressure relief valves.
- Responsible for handling customer service issues related to pressure and flow including appropriate recordkeeping.
- From time to time or as needed may assist the Water Quality Technician in the collection of water samples, cathodic protection activities and reports for production data.
- Coordinate and participate in the collection of data for system mapping and GIS.
- Coordinate and participate in ongoing distribution system flushing activities and perform related recordkeeping.

- Will coordinate and participate in ongoing distribution system leak detection and perform related recordkeeping.
  - Incumbent may participate in the district standby duty rotation while serving as the Distribution System Operator.
  - Cleans and maintains buildings and grounds at the reservoir sites, distribution system pump station(s), well sites and pressure reducing valve stations.
  - Monitors and inspects the work of contractor and developer installed water systems.
  - Coordinate, oversee and inspect contractor work performed on district distribution facilities such as tanks, PRV's and pump stations.
  - Performs related duties and assignments as directed.
- **Typical Physical Activities** Include but are not limited to the following;
- Frequently communicates through written, oral or other methods in various settings with staff, customers, contractors, vendors and regulators.
  - Regularly uses telephones, computers, tablets and other technology for communication.
  - 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.
  - Sits and stands for extended periods of time.
- **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;
- This is a primarily self-directed position with an expected range of knowledge and experience at time of hire.
  - Public water transmission and distribution systems.
  - Private water systems.
  - Basic hydraulics, mechanics, plumbing and electrical.

- Operation of recording devices and testing equipment used in data collection and maintenance of water distribution systems.
- Basic knowledge of cross connection control and backflow prevention.
- District Pipeline Installation Procedures and Specifications
- District Improvement Standards for Water Systems
- District Consumer Confidence Report
- District system mapping
- Laws and regulations governing water systems operation including water quality and system maintenance.

➤ **Required Abilities** Includes but is not limited to the following;

- Analyze problems within the transmission and distribution system, including storage facilities, and take appropriate and effective course of action in resolving the problem.
- Prepare, organize and maintain operating reports, plans, manuals and records.
- Effectively use MS Office programs in creating reports, spreadsheets, memos, graphs, charts and presentations.
- Operate equipment such as mud pumps, vacuum excavators, cranes, dump trucks, backhoes, skid steer, etc.
- Maintain cooperative working relationship with peers, supervisors, customers and vendors.

➤ **Desirable Qualifications**

- Possess California Water Distribution Operator certification Grade ~~3-2~~ or higher.
- Possess California Water Treatment Operator certification Grade ~~2-1~~ or higher.
- Continued education course work in water distribution, water treatment or related subjects approved by the SWRCB for contact hours.
- Associate Degree or higher, relevant to water technology earned at an accredited institution.

➤ **Requirements of Position**

- Must possess California Water Distribution Operator certification Grade ~~2~~ 1 or higher.
- Must obtain California Water Distribution Operator certification Grade ~~3-2~~ within ~~2-years~~18 months of employment in this position.
- Minimum ~~one-year~~two years experience as a Utility ~~4-1~~ Worker with the Paradise Irrigation District or similar position with a similar organization.
- Must possess a valid California State Class A driver license.

○ ~~One year probationary period from time of hire award of position.~~

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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.



## PARADISE IRRIGATION DISTRICT

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

DATE: March 15, 2019  
TO: Board of Directors  
FROM: Kevin Phillips, District Manager  
Georgeanna Borrayo, District Secretary  
SUBJECT: Update: Director Vacancy - Division 3  
03/20/2019 Board of Directors Meeting

### Background:

A director vacancy exists in Division 3 following a letter of resignation from Director Anne Rice effective February 20, 2019. At the regular meeting of the Board of Directors on February 20, 2019, direction was given to staff to post the director vacancy in Division 3.

Government Code section 1780 provides that the remaining members of the district board can fill the vacancy by appointment or by calling an election within 60 days of the vacancy, or by April 21, 2018. If it does not do so, the Butte County Board of Supervisors can fill the vacancy. If neither the PID Board nor the Board of Supervisors make the appointment, then an election ultimately becomes mandatory if the seat remains vacant for 90 days.

Persons interested in being considered for appointment to fill the vacancy were requested to submit a letter of interest to the Board of Directors no later than 4:00 PM, March 14, 2019 for consideration at the March 20 PID Board meeting. As of March 14, no letters of interest have been received from candidates meeting the residency requirement. In order to be considered for appointment, a candidate must be a registered voter in the district and a resident of Division 3. (Water Code, section 21100, subdivision (a).) The residency requirement is met if the person was domiciled in Division 3 at the time of the Camp Fire and intends to maintain such as his/her permanent residence.

Time allows to continue seeking qualified applicants to serve as an appointed director and consider letters of interest at the April 17, 2019 Board of Directors meeting.

# Press Release

## PARADISE IRRIGATION DISTRICT DIRECTOR VACANCY

A vacancy exists in the Office of Director, Division 3, of the Paradise Irrigation District. Pursuant to Government Code Section 1780, the remaining Directors of the District are seeking qualified applicants to serve as an appointed Director. The person appointed shall serve until the next general district election in November 2020, and thereafter until the person elected to fill the vacancy assumes office in December 2020.

Directors are expected to attend at least one evening Board meeting a month and typically attend an average of two committee meetings a month. The District will make an effort to provide board training, as it is available.

In order to be considered for appointment, a candidate must be a registered voter in the district and a resident of Division 3. (Water Code, § 21100, subdivision (a).) The residency requirement is met if the person was domiciled in Division 3 at the time of the Camp Fire and intends to maintain such as his/her permanent residence. Division 3 includes properties approximately between Bille and Skyway to Elliott and Skyway, and eastward encompassing Bille Road south to Nunneley Road to the east edge of town. A map of the boundaries of Division 3 can be viewed on the District's website at [www.pidwater.com](http://www.pidwater.com).

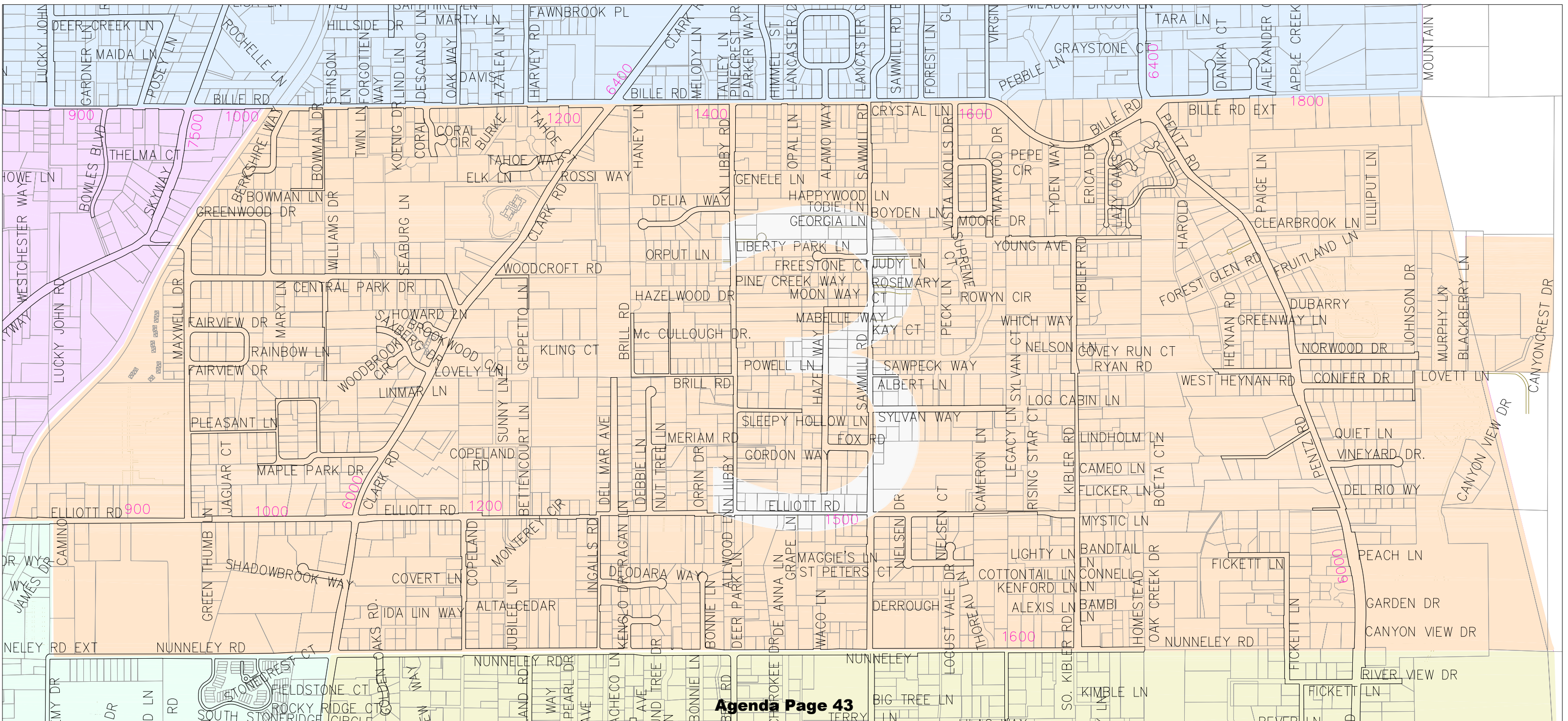
Persons who wish to be considered for appointment to fill the vacancy must submit a letter of interest, including their name, residence address, and a statement of qualifications to the Board of Directors, no later than 4:00 PM, ~~March 14~~ April 11, 2019.

The letter of interest may be hand delivered or mailed (Postmark dates will not be acceptable) to the following address:

Board of Directors  
Paradise Irrigation District  
6332 Clark Road  
Paradise, CA 95969

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PARADISE IRRIGATION DISTRICT  
DIVISION THREE



February 20, 2019

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

Dear Kevin:

It has been both a pleasure and a privilege to serve on the Board of the Paradise Irrigation District. Due to family health concerns, I must resign from my position as Director, representing Division Three. Unfortunately, I no longer have the time needed to fulfill this important role.

I have truly enjoyed working with PID staff and my fellow Directors. They are both dedicated and professional. I firmly believe many opportunities for PID and the citizens of Paradise will result from the Camp Fire. I look forward to watching PID and the Town of Paradise progress in the years to come.

Sincerely,

A handwritten signature in cursive script that reads "Anne Rice".

Anne Rice