



# Paradise Irrigation District

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

## AGENDA

### REGULAR MEETING PARADISE IRRIGATION DISTRICT BOARD OF DIRECTORS PID BOARD ROOM

6332 CLARK ROAD, PARADISE, CA 95969

**WEDNESDAY, DECEMBER 15, 2021 – 8:30 AM**

- ❖ *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) 876-2039 at least 48 hours in advance of the meeting.*
- ❖ *The following options are available for members of the public interested in participating in the meeting remotely:*

*Via Zoom Meeting: <https://us02web.zoom.us/j/88192841237>*

*Telephone: +1 669 900 6833 US (San Jose)*

*Meeting ID: 881 9284 1237*

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

*Via Email or Telephone: Public comment will be accepted by email with the subject line PUBLIC COMMENT ITEM NO. \_\_\_\_ to [gborrayo@paradiseirrigation.com](mailto:gborrayo@paradiseirrigation.com) or telephone (530) 876-2039 prior to 4:00 p.m. on the day of the meeting.*

1. **OPENING:**

- a. Call to Order
- b. Public & Board Members; please silence your cell phones
- c. Reflection and Pledge of Allegiance
- d. Roll Call

- (Pg. 6-7) 2. **AB 361 and Remote Meeting Guidance:** Adopt Resolution No. 2021-17 Re-Authorizing Remote Meetings Consistent with AB 361. *Action may be taken. (Roll Call Vote)*

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 3 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 3 minutes per agenda item.

4. **ELECTION AND APPOINTMENT OF OFFICERS FOR 2021** *Action may be taken.*

- a. Election:
  1. President
  2. Vice President
- b. Appointment:
  1. Treasurer
  2. Secretary

5. **APPROVAL OF CONSENT CALENDAR:** *Action may be taken.*

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

- a. Approval of Meeting Agenda Order
- (Pg. 8-12) b. Approval of Minutes for Regular Meeting of November 17, 2021
- (Pg. 13-16) c. Approval to Purchase: Replacement of Air Dryer and Filter at Treatment Plant
- (Pg. 17-18) d. Adopt Resolution No. 2021-18 Declaring 2003 Ford F-150 Truck (Unit 156) as Surplus Property
- e. Approval to authorize alternative holiday option for December 2021

6. **TREASURER'S UPDATE:**

- (Pg. 19-28) a. **Treasurer's Report:** Review and acceptance of the Treasurer's Report for the period ending November 30, 2021. *Action may be taken.*

- (Pg. 29-40) b. **Expense Approval Report:** Approval of General Fund Check Numbers 57124 through 57233 for the month of November 2021 totaling \$1,598,258.53, exclusive of voided check number 57207, and authorization of a similar amount allowing or adjusting for extraordinary budget or Board approved items during the month of December 2021. *Action may be taken.*

- (Pg. 41-62) 7. **DISTRICT MANAGER AND STAFF / ENGINEERING REPORT UPDATES:** Verbal and written report updates from staff and consultants. *Information item only.*

- a. Options Study Update
- (Pg. 41) b. Strategic Plan Progress Report
- (Pg. 42-44) c. Customer Service Activity Report
- (Pg. 45) d. Field Operations Staff Report
- (Pg. 46-49) e. Water Treatment Plant Staff Report
- (Pg. 50-54) f. Water Supply Recovery Program Update: Progress update provided by Water Works Engineers
- (Pg. 55-62) g. District Engineering Report provided by Water Works Engineers
- h. Post Fire Disaster Public Assistance & Recovery Management Services Update: Verbal update provided by Nicole Maddox – Aptim Environmental & Infrastructure.

8. **COMMITTEE REPORTS:** *Information Item Only.*

Board oral report(s) regarding representation on Commissions/Committees/Conferences:

- a. Community Relations Committee (Directors Brian Shaw & Marc Sulik – Chairperson)

9. **UNFINISHED BUSINESS – None to report**

10. **NEW BUSINESS:**

- (Pg. 63-65) a. **Service Lateral Replacement Program Policy Discussion** (Water Works Engineers): Review and discussion concerning the recommended path forward regarding service lateral replacements and Board interest in the development of a “metered non-potable service” model. *Action may be taken.*

- (Pg. 66-78) b. **District Engineering Services Agreement – Amendment 2** (Manager Tom Lando): Authorize amendment to allow for continuation of the services being provided under the original District Engineering Services Agreement of July 2020 with Water Works Engineers. *Action may be taken.*

- (Pg. 79-81) c. **Magalia Spillway Task IIA-1 - Interim Risk Reduction Measures** (Bill Taylor): Authorize approval to increase the budget of the Interim Risk Reduction Measures / Long-Term Repair of Magalia Reservoir Spillway by an additional \$35,000 from the originally budgeted total contract amount of \$114,558.00 with Genterra Consultants, Inc. *Action may be taken.*

- (Pg. 82-83) d. **SCADA System Upgrade** (Bill Taylor): Approval to authorize the District Manager to enter into an agreement with Glenmount Global to update the Treatment Plant SCADA system for a price not to exceed \$200,000.00. *Action may be taken.*
- (Pg. 84-86) e. **Support for the Town of Paradise Sewer Project** (Tom Lando): Authorize approval to submit a support letter for the Town of Paradise Sewer Project. *Action may be taken.*
- (Pg. 87-93) f. **Cleaning Services Contract** (Tiffany Bowen): Approve amendment No. 1 to the contract with White Glove Cleaning Services Inc. for a not-to-exceed amount of \$1,530/month for the three PID facility locations. *Action may be taken.*
- (Pg. 94-98) g. **Contract extension of Part-Time Employment Agreement with Ross Gilb** (Tom Lando): Grant a six-month extension to the existing Part-Time Employment Agreement with Ross Gilb and authorize the District Manager to execute the contract amendment. *Action may be taken.*
- (Pg. 99-100) h. **Reservoir B Replacement Project – Advertisement for Bids for Construction** (Water Works Engineers): Direct Staff to, pending legal review, advertise the Reservoir B Replacement Project for bids to be brought back to the Board in February 2022 for approval of contract award. *Action may be taken.*

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

12. **CLOSED SESSION:**

- a. **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**  
Significant exposure to litigation pursuant to (2) or (3) of subdivision (d) of Section 54956.9: One potential case regarding valve boxes and using GPS to locate the valves.

13. **ANNOUNCEMENT FROM CLOSED SESSION**

14. **ADJOURNMENT OF PID BOARD OF DIRECTORS MEETING**

- (Pg. 101-102) 15. **CONVENE AS THE PARADISE IRRIGATION DISTRICT PUBLIC FACILITIES FINANCING CORPORATION (PFFC) BOARD. PFFC Agenda included (see page after Consent Calendar)**  
Information for the PFFC Annual Meeting is located at the back of the regular meeting Agenda packet.

CONSENT CALENDAR  
REGULAR MEETING  
PARADISE IRRIGATION DISTRICT  
BOARD OF DIRECTORS

WEDNESDAY, DECEMBER 15, 2021 – 8:30 AM

**(A roll call vote will be taken one time for all Consent Calendar items):**

- A. APPROVAL OF MEETING AGENDA ORDER
- B. APPROVAL OF MINUTES FOR REGULAR MEETING OF NOVEMBER 17, 2021
- C. APPROVAL TO PURCHASE: REPLACEMENT OF AIR DRYER FOR THE COMPRESSED AIR SYSTEM AT THE WATER TREATMENT PLANT:  
**Action Requested:** Approve the purchase of a Zeks Air Dryer and Filter from the Rogers Machinery Company for a cost of \$4,996.00 plus tax.
- D. ADOPT RESOLUTION NO. 2021-18 DECLARING 2003 FORD F-150 TRUCK AS SURPLUS PROPERTY:  
**Action Requested:** Adopt Resolution No. 2021-18 declaring the 2003 Ford F-150 Truck (Unit No. 156) no longer necessary and authorizing sale or disposal of vehicle in the most cost effective and practical manner.
- E. APPROVAL TO AUTHORIZE ALTERNATIVE HOLIDAY OPTION FOR DECEMBER 2021:  
**Action Requested:** Authorize approval to observe the following schedule for December 2021:
  - Water Treatment Plant observing Christmas Eve on Friday, December 24 and Christmas Day on Thursday, December 23, and
  - Main office and Shop observing Christmas Eve on Friday, December 24 and Christmas Day on Monday, December 27





# Paradise Irrigation District

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

## AGENDA

### ANNUAL MEETING OF THE BOARD OF DIRECTORS PARADISE IRRIGATION DISTRICT PUBLIC FACILITIES FINANCING CORPORATION 6332 CLARK ROAD, PARADISE, CA 95969

**WEDNESDAY, DECEMBER 15, 2021**

- ❖ *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) 876-2039 at least 48 hours in advance of the meeting.*

- ❖ *The following options are available for members of the public interested in participating in the meeting remotely:*

*Via Zoom Meeting:* <https://us02web.zoom.us/j/88192841237>

*Telephone:* +1 669 900 6833 US (San Jose)

*Meeting ID:* 881 9284 1237

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

*Via Email or Telephone: Public comment will be accepted by email with the subject line PUBLIC COMMENT ITEM NO. \_\_\_\_ to [gborrayo@paradiseirrigation.com](mailto:gborrayo@paradiseirrigation.com) or telephone (530) 876-2039 prior to 4:00 p.m. on the day of the meeting.*

#####

Members of the public may comment on Agenda items at the time the item is presented. Speakers may comment on items not listed on the Agenda under Public Participation. Comments should be limited to a maximum of five (3) minutes. State Law prohibits the PID Board of Directors from acting on items not listed on the agenda.

1. OPENING
  - a. Call to Order
  - b. Roll Call
2. APPROVAL OF MINUTES
  - a. Approval of Minutes: December 16, 2020 Annual Meeting of the  
Public Facilities Financing Corporation
3. PUBLIC PARTICIPATION
4. DISCUSSION: Public Facilities Financing Corporation – Organization, Purpose, and Use of Funds (Finance & Accounting Manager Ross Gilb). *Information item only.*
5. ADJOURNMENT

RESOLUTION NO. 2021-17 (**SUBSEQUENT**)

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PARADISE IRRIGATION  
DISTRICT RE-AUTHORIZING REMOTE MEETINGS CONSISTENT WITH AB 361

WHEREAS, the Paradise Irrigation District (“District”) is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of Paradise Irrigation District’s legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District’s legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote participation in meetings by members of a legislative body by audio or video or both, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition of remote meetings is a declaration of a state of emergency by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, the Board of Directors previously adopted a Resolution, Number 2021-15 on October 20, 2021, finding that the requisite conditions exist for the District’s legislative bodies to conduct remote meetings without compliance with paragraph (3) of subdivision (b) of section 54953; and

WHEREAS, as a condition of extending the use of the provisions found in section 54953(e), the Board of Directors must reconsider the circumstances of the state of emergency; and the Board of Directors has done so; and

WHEREAS, emergency conditions persist in the District, specifically, on March 4, 2020 the Governor proclaimed State of Emergency to exist in California due to the COVID-19 pandemic, which proclamation is still active; and

WHEREAS, state and local officials have recommended social distancing measures, including masks, to slow the spread of COVID-19 and the contagious Delta variant, and to protect the vulnerable and immunocompromised members of the community; and

WHEREAS, the Board does hereby find that the state of emergency continues to directly impact the ability of members to meet in-person; and

WHEREAS, as a consequence of the state of emergency and recommended social distancing measures, the Board of Directors does hereby find that the legislative bodies of Paradise Irrigation

District shall continue to conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

WHEREAS, the public may attend meetings and comment by calling in or by using the Zoom platform as described in meeting agendas.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF PARADISE IRRIGATION DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Re-ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020.

Section 3. Remote Teleconference Meetings. The District's General Manager, Secretary, and legislative bodies are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, continuing to conduct open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 4. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) 30 days from adoption of this Resolution or (ii) such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the District's legislative bodies may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the Board of Directors of Paradise Irrigation District, this 15<sup>th</sup> day of December, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

PARADISE IRRIGATION DISTRICT

ATTEST:

---

President, Board of Directors

---

Georgeanna Borrayo  
Secretary, Board of Directors

MINUTES

REGULAR MEETING  
BOARD OF DIRECTORS  
PARADISE IRRIGATION DISTRICT  
NOVEMBER 17, 2021

The regular meeting of the Board of Directors of the Paradise Irrigation District (PID) was called to order at 6:30 p.m. by President Shelby Boston, followed by a reflection and the Pledge of Allegiance to the Flag of the United States of America.

OPENING

BOARD MEMBERS  
PRESENT: Directors Alan Hinman, Marc Sulik, Vice-President  
Dan Hansen, and President Shelby Boston  
(Director Brian Shaw present at 6:35 p.m. via telephone  
conferencing during the closed session portion only)

ROLL CALL

STAFF PRESENT: District Manager Tom Lando, Finance & Accounting Manager  
Miranda Hillskemper, Assistant Engineer Blaine Allen,  
Administrative Assistant Sarah Fenton, and Secretary  
Georgeanna Borrayo

ALSO PRESENT: Consultant Sami Kader with Water Works Engineers, Nicole  
Maddox with APTIM, and members of the public.

Resident Loren Harvey commented on the district's meter installation project and plans to restore charges for water quantity use as meters are being installed throughout the district. Mr. Harvey stated he feels the district should begin charging for water quantity use after completion of the meter installs. Additional comments included a suggestion that PID meetings be available to view on YouTube and tying employee wages to the annual cost of living index.

PUBLIC  
PARTICIPATION  
(Item 2.)

President Boston announced the Board will adjourn to closed session to discuss agenda items 3.a. and 3.b. Following an opportunity for public comment, the Board adjourned to closed session at 6:35 p.m. to discuss the following:

CLOSED SESSION  
DISCUSSION  
(Item 3.a. & 3.b.)

3.a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (California Government Code section 54956.9): Neil Essila et al v. Paradise Irrigation District et al. Butte County Superior Court Case No. 17CV02546.

*Closed Session Announcement: Direction has been provided.*

3.b. CONFERENCE WITH LABOR NEGOTIATORS (Government Code section 54957.6):

Agency designated representatives: Tom Lando, District Manager and Mickey Rich, Assistant District Manager.

Employee Organizations: Management Unit represented by Teamsters Local 137  
General Unit represented by IBEW Local 1245

*Closed Session Announcement: Direction has been provided to agency designated representative.*

President Boston reconvened the regular meeting at 7:44 p.m. and provided closed session announcement information regarding agenda items 3.a. and 3.b. as listed in italicized print under each close session item above.

CLOSED SESSION  
ANNOUNCEMENT  
(Item 4.)

DIRECTOR SHAW  
EXCUSED

President Boston further announced Director Shaw will not be available to participate in the remainder of the meeting this evening.

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

President Boston requested Item 5.e. to re-authorize remote meetings consistent with AB 361 be removed from the Consent Calendar for discussion. She further recommended this agenda item be placed at the beginning of future meeting agendas.

*Item 5.e. removed  
from Consent  
Calendar for  
discussion*

5.a. Approval of Meeting Agenda Order

5.b. Approval of Minutes of Regular Meeting of October 20, 2021

5.c. Approval of Minutes for Special Meeting of November 3, 2021

5.d. Approval of Employee Awards Recognition & closure of District Facilities at 1:00 p.m. on December 16, 2021.

5.e. Approval to Adopt Resolution No. 2021-16 Re-Authorizing Remote Meetings Consistent with AB 361

It was moved by Director Hinman and seconded by Director Sulik to approve the Consent Calendar as amended with the removal of item 5.e. above for discussion.

AYES: Directors Hinman, Hansen, Sulik, and Boston

NOES: None

ABSENT: Director Shaw

**Motion passes 4-0**

RESOLUTION NO.  
2021-16 ADOPTED  
RE-AUTHORIZING  
REMOTE  
MEETINGS  
CONSISTENT WITH  
AB 361  
(Item 5.e. – removed  
from Consent  
Calendar above)

Staff reported the Board of Directors previously adopted Resolution No. 2021-15 on October 20, 2021, making the required findings of emergency and social distancing measures and authorizing remote meetings pursuant to Government Code section 54953, paragraph (e). The Board must then continue to re-adopt the findings made in the resolution every 30 days by a subsequent resolution.

It was moved by Director Sulik and seconded by Director Hinman to adopt Paradise Irrigation District Resolution No. 2021-16, a resolution of the Board of Directors of the Paradise Irrigation District re-authorizing remote meetings consistent with AB 361. Directors' votes were polled as follows by roll call:

AYES: Directors Hinman, Hansen, Sulik, and Boston

NOES: None

ABSENT: Director Shaw

**Motion passes 4-0**

ACCEPTANCE OF  
TREASURER'S  
REPORT FOR  
PERIOD ENDING  
OCTOBER 31, 2021  
(Item 6.a.)

Board members reviewed a written Treasurer's Report presented by Finance & Accounting Manager Miranda Hillskemper for the period ending October 31, 2021 highlighting the District's cash position, debt service analysis, operational overview, and recovery funding. In reference to the District's insurance claim for fencing damaged in the 2018 Camp Fire, staff has encountered challenges in obtaining bids from contractors for repair of fencing at the various locations throughout the district where damage occurred.

It was moved by Director Hansen and seconded by Director Sulik to accept the Treasurer's Report for the period ending October 31, 2021 as presented.

AYES: Directors Hinman, Hansen, Sulik, and Boston

NOES: None

ABSENT: Director Shaw

**Motion passes 4-0**

Board members reviewed accounts payable expense reports for the month of October 2021. It was moved by Director Sulik and seconded by Director Hinman to approve General Fund check numbers 56952 through 57121 for the month of October 2021 totaling \$1,218,840.65, exclusive of voided check numbers 56996 and 57082, and authorization of a similar amount allowing or adjusting for extraordinary budget or Board approved items during the month of November 2021.

EXPENSE  
APPROVAL  
REPORT FOR THE  
MONTH OF  
OCTOBER 2021  
(Item 6.b.)

AYES: Directors Hinman, Hansen, Sulik, and Boston  
NOES: None  
ABSENT: Director Shaw

**Motion passes 4-0**

Board members received verbal and written staff report updates from the District Manager, Customer Service, and graphs relating to water supply. District Manager Tom Lando commented on the following: 1) PID Options Study: Staff has been working with GEI Consultants to help analyze alternatives using the ranking system that GEI has developed. A draft Options Evaluation Report may be developed by the end of the year; and 2) Two separate incidents involving damage to PID water main where the contractor did not verify utilities by calling USA North. The District is pursuing options for reimbursement and will present information to the Board for discussion at a future meeting.

INFORMATIONAL  
PID STAFF AND  
CONSULTANT  
REPORT UPDATES  
(Item 7.a. – 7.g.)

Engineering Consultant Sami Kader with Water Works Engineers highlighted information presented in reports included in the Board Packet regarding the Water Supply Recovery Program and status of engineering support services to the Paradise Irrigation District. The Meter Installation and Service Lateral Replacement project continues at a similar pace of installation at a rate of 80 to 100 per month and we remain ahead of issued building permits. For the Meter Replacement Program, work continues regarding planning for installation of the collectors and repeaters. President Boston recommended having the Meter Replacement Program Map available to customers on the District's website to view areas where meters have been installed.

Under the Special District Funds Grant Application noted as Task 15 in the District Engineering update, development of procurement documents is underway for contracted services to install solar equipment at PID tank sites. Water Works Engineering will be working with PID staff to advertise the Request for Proposals and anticipate to be back before the Board in January to consider award of contract.

Consultant Nicole Maddox with Aptim Environmental & Infrastructure provided a FEMA Project Status Report update regarding Public Assistance and Disaster Recovery Management Services in support of the recovery efforts. Work continues with PID staff regarding reimbursement for various FEMA projects, noting there are a couple reimbursement packets in process that are close to being finalized for submittal.

No committee meeting updates to report this month.

COMMITTEE  
REPORTS

No unfinished business to report.

UNFINISHED  
BUSINESS

Staff reported customers who needed water prior to the metering project purchased a backflow prevention device from PID on the basis that if FEMA funding were available, the cost for this purchase would be reimbursed. The Board previously approved a not-to-exceed amount of \$1,006,326.00 to provide account credits to those customers who purchased interim backflow devices from the district. 835 of the 2,638 (30%) of customers

NEW BUSINESS:

ACCOUNT  
CREDITS FOR  
BACKFLOW  
PURCHASES



CONTINUED:  
ACCOUNT  
CREDITS FOR THE  
PURCHASE OF  
BACKFLOW  
PREVENTION  
DEVICES  
APPROVED  
(Item 10.a.)

who qualified for the account credit did not respond by the September 1, 2021 deadline. Occasionally, a customer will still ask for the refund. If approved, account credits will range from \$380.85 to \$791.37 depending on size of the device originally purchased.

It was moved by Director Hansen and seconded by Director Hinman to grant the District Manager the discretion to issue account credits ranging from \$380.85 to \$791.37 for purchase of backflow prevention devices.

AYES: Directors Hinman, Hansen, Sulik, and Boston  
NOES: None  
ABSENT: Director Shaw

**Motion passes 4-0**

APPROVAL TO  
RESUME LATE  
FEES &  
CONVENIENCE  
FEES  
(Item 10.b.)

Following the 2018 Camp Fire, the District waived all late penalties to customers. In March of 2020, the District began waiving the credit card convenience fees and has not actively shutoff water service to customers for nonpayment.

Staff plans to revert to its pre-fire and pre-COVID 19 business procedures beginning January 1, 2022 and will notify customers on their water bills and PID newsletter.

**Board direction given to resume late fees and convenience fees.**

PROPERTY  
DISCUSSION RE:  
REAL ESTATE  
ASSESSMENT OF  
PID PROPERTIES  
(Item 10.c.)

Staff has performed a preliminary analysis of PID's properties and recommends enlisting the assistance of professional real estate services for the advice and management of any potential real estate sales of surplus property.

It was moved by Director Sulik and seconded by Director Hansen to authorize staff to develop a Request for Proposal for realtor services to provide recommendations and to manage any potential sale of surplus property.

AYES: Directors Hinman, Hansen, Sulik, and Boston  
NOES: None  
ABSENT: Director Shaw

**Motion passes 4-0**

FIRST  
AMENDMENT TO  
DISTRICT  
MANAGER  
EMPLOYMENT  
AGREEMENT  
APPROVED  
(Item 10.d.)

Board members considered an amendment to the Employment Agreement for District Manager Tom Lando to add Section 8(c), which provides language that if Employee is terminated other than for cause and while still willing and able to perform the duties of District Manager, District agrees to pay Employee a cash payment equal to three months base salary at the time of termination.

It was moved by Director Hinman and seconded by Director Sulik to approve the First Amendment to Employment Agreement with Tom Lando effective November 17, 2021.

AYES: Directors Hinman, Hansen, Sulik, and Boston  
NOES: None  
ABSENT: Director Shaw

**Motion passes 4-0**

EMPLOYMENT  
AGREEMENT FOR  
FINANCE &  
ACCOUNTING  
MANAGER  
APPROVED  
(Item 10.e.)

Manager Tom Lando reported the District has extended an offer of employment to Brett Goodlin to fill the position of Finance and Accounting Manager of the Paradise Irrigation District. This shall be a Limited Term Employment Agreement of 90 calendar days after its effective date unless both parties agree otherwise in a writing approved by the Board of Directors.

It was moved by Director Hansen and seconded by Director Sulik to approve the Limited Term Employment Agreement with Brett Goodlin for the position of Finance and Accounting Manager.

AYES: Directors Hinman, Hansen, Sulik, and Boston

NOES: None

ABSENT: Director Shaw

**Motion passes 4-0**

Director Sulik: Expressed appreciation to Water Works Engineers for their work in the recovery efforts. Recovery of the water system has been a struggle and Water Works Engineers has been extraordinary.

Director Hinman: Acknowledged Water Works Engineers and APTIM consultants for their work and wished everyone a Happy Thanksgiving.

There being no further business, it was moved by President Boston to adjourn the meeting. The regular meeting of the PID Board of Directors was adjourned at 7:27 p.m.

CONTINUED –  
EMPLOYMENT  
AGREEMENT FOR  
FINANCE &  
ACCOUNTING  
MANAGER

DIRECTORS'  
COMMENTS  
(Item 11.)

ADJOURNMENT OF  
MEETING

---

Georgeanna Borrayo, Secretary

---

Shelby Boston, President





## PARADISE IRRIGATION DISTRICT

6332 Clark Road \* Paradise, California 95969 \* Phone 530-877-4971 \* Fax 530-876-0483

**DATE:** December 7, 2021

**TO:** Board of Directors

**FROM:** Tom Lando, District Manager  
Bill Taylor, Treatment Superintendent

**RE:** Approval of a new Zeks Air Dryer for the Compressed Air system  
at the Water Treatment Plant  
12/15/2021 Board of Directors Meeting

Attached is a quote from Rogers Machinery Company, Inc. for the purchase of a new Zeks model 100HSBA100 Air Dryer and required parts for its installation.

The original air dryer at the plant was installed in 1994. It is a Zeks air dryer and has been a good unit. Recently after a power outage, we had some issues getting the unit running again, but were finally able to do so. I contacted Zeks to find out the unit was now obsolete and asked them to please supply a quote for a new unit.

Rogers Machinery Company is the local representative for Zeks. I am requesting the permission to sole source this purchase because this unit will fit in the existing footprint and require less work than a unit from a different manufacturer. Secondly, the service we have gotten out of the original unit has been great, and hopefully, the new one will run as long.

**Requested Action:**

**Approve the purchase of a Zeks Air Dryer and filter from the Rogers Machinery Company for a cost of \$4996.00 plus tax.**



November 29, 2021

Paradise Irrigation District  
13888 Pine Needle Drive  
Magalia, CA 95954

(PHONE 530/591-0791)

btaylor@paradiseirrigation.com

Attention: Bill Taylor

Subject: Zeks Air Dryer Quotation

As requested, we are pleased to quote on the following equipment to replace your existing Zeks model 100HSBA100.

**ITEM 1. COMPRESSED AIR DRYER**

Design Conditions:

100 SCFM @ 100 PSIG and 100 Deg. F Inlet Air Temperature  
200 PSIG Maximum Working Pressure  
Condenser Unit Air-Cooled  
38F Dew Point  
Design based on 100 Deg. F Ambient  
R134A Refrigerant

Zeks Model 100 HSJ, HeatSink type compressed air dryer which uses an automatic temperature control to cycle the refrigeration system to match changing air flows from full capacity to zero. The refrigeration compressor is 3/4 HP, 1/60/115 volt, air-cooled, with 1" FPT inlet and outlet, and the assembly is complete with the following standard equipment as described in bulletin HSJ 10-150 0820.

- a) Patented Multi-Layer Heat Exchanger
- b) Precooler/Reheater
- c) Digital Controller
- d) Timed Solenoid Drain
- e) ETL/CETL certified

**NET PRICE ..... \$3,750.00**

Approximate Shipping Weight ... 265 lbs.  
Shipping Point ... Portland, Oregon

**WARRANTY**

The warranty on the dryer assembly quoted is as follows:

Warranty on the dryer is one (1) year, not to exceed eighteen (18) months from the original date of shipment. See owner's manual for complete details.

**ITEM 2. COMPRESSED AIR FILTER**

Finite model HN4S-6CG coalescing filter assembly, with DPG-15 differential pressure gauge, as described in bulletin 1300-993C. Filter is rated 100 SCFM at 100 PSIG and has 1" threaded inlet and outlet. Filter to be shipped loose for mounting upstream of dryer.

**NET PRICE ..... \$596.00**

Approximate Shipping Weight ... 4 lbs.

Shipping Point ... Portland, Oregon

Posi-Drain model PD7020/A timed, automatic, electric drain with adjustable duration and frequency, self-cleaning, in non-corrosive, NEMA 4X enclosure, 1/60/115 volt, with electric cord with plug as described in Posi-Drain bulletin QNW-PD-IN(398). Drain shipped loose for field installation.

**NET PRICE ..... \$250.00**

Approximate Shipping Weight ... 1 lb.

Shipping Point ... Portland, Oregon

**ESTIMATED FREIGHT ..... \$400.00**

Estimated time of delivery on the equipment quoted will be ***two to three days*** after receipt of order, subject to confirmation at time of sale.

All prices quoted are net F.O.B. shipping point. All prices quoted are firm for thirty (30) days from this date. Our terms of payment are net 30 days, subject to approved credit.

***Prices quoted do not include any installation, Federal, State or local taxes.***

Thank you for your interest in our equipment. If you have any questions or would like additional information, please contact us.

Very Truly Yours,

ROGERS MACHINERY COMPANY, INC.

A handwritten signature in black ink, appearing to read "Tony Giraud". The signature is fluid and cursive, with the first name "Tony" and last name "Giraud" clearly distinguishable.

Tony Giraud-Inside Sales

H:\12\SALES\QUOTES\ZEKS\CYCLING\100HSJ PARADISE IRRIGATION DISTRICT 112921.DOCX

Enclosures

cc: Weylin Tanner- Technical Sales 530/227-1085  
Rogers Machinery Company, Inc.



# Paradise Irrigation District

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

"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

Date: December 8, 2021

To: Board of Directors

From: Pete Grout, Distribution Superintendent  
Jeff Hill, Assistant Distribution Superintendent

Subject: Surplus Property – 2003 Ford F-150 Truck (VIN 1FTRF17L83NB53213)  
12/15/2021 Board of Directors Meeting

## Recommendation:

It is recommended the Board adopt Resolution No. 2021-18 declaring the 2003 Ford F-150 Truck (Unit No. 156) as surplus property and authorize disposal of vehicle in the most cost effective and practical manner.

## Background:

Following the 2018 Camp Fire, Yorba Linda Water District reached out to help. This vehicle is one of the three vehicles donated to Paradise Irrigation District by Yorba Linda Water District in December 2018.

The 2003 Ford F-150 truck (Unit No. 156) is currently inoperable with major engine damage due to a blown head gasket. Based on the age of the vehicle and value, staff does not feel it would be worth the time and cost to have the vehicle repaired.

## The recommended form of motion is:

*"I move to adopt Resolution No. 2021-18 declaring the 2003 Ford F-150 Truck (Unit No. 156) no longer necessary and authorize disposal of vehicle in the most cost effective and practical manner."*



## ***PARADISE IRRIGATION DISTRICT***

---

### **RESOLUTION NO. 2021-18**

#### **RESOLUTION BY THE BOARD OF DIRECTORS OF THE PARADISE IRRIGATION DISTRICT DECLARING PROPERTY NO LONGER NECESSARY AND AUTHORIZING SALE OR DISPOSAL OF PROPERTY**

WHEREAS, the Paradise Irrigation District owns certain property described as:

One 2003 Ford F-150 Truck – VIN No. 1FTRF17L83NB53213  
(PID Unit No. 156); and

WHEREAS, said vehicle has been deemed as inoperable and cost-prohibitive to repair by the Transmission and Distribution department; and

WHEREAS, it has been determined in accordance with section 22500 of the Water Code that said property is no longer necessary for District purposes and it is in the best interest of the District to sell or dispose of said property.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Directors of the Paradise Irrigation District that said property is declared no longer necessary for District purposes and that said property be disposed of by the District Manager under such terms and conditions as deemed appropriate.

Passed and adopted by the Board of Directors of the Paradise Irrigation District this 15<sup>th</sup> day of December, 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

PARADISE IRRIGATION DISTRICT

---

Board President

Attest:

---

Georgeanna Borrayo, Secretary



# Paradise Irrigation District

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

AGENDA ITEM 6.a. (Pages 19-28)  
Treasurer's Report

## Treasurer's Report – November 2021

1. **Cash Position** – At 11/30/2021 the District's total cash position was \$7,829,090.
2. **Debt Service Analysis**
  - a. Through 11/30/2021 the District has paid two debt payments totaling \$420,713.
  - b. The District's total outstanding debt is \$4,302,145.
    - i. IBank \$1,035,645
    - ii. Capital One \$1,563,000
    - iii. BB&T \$1,703,500

## **Operational Overview and Highlights – FY 2021/22**

### **3. Revenues**

- a. Through 11/30/21 the District has processed 1,764 customer requests to permanently disconnect services. No previously disconnected customers have returned to sealed or active service during November 2021.
- b. Through 11/30/21 the District has returned approximately 3,980 customers to the active service rate through the current billing cycle based on clearing of the water quality advisory for the related property during the upcoming billing cycle. We have 4,918 customers on our sealed rate.
- c. The District is collecting fees for Interim Water Supply installation. Through 11/30/21, the District has processed 216 requests during the current fiscal year for Interim Water Supply and has collected \$35,835.75 in related fees.
- d. The District is collecting service fees for Residential Fire Flow testing. Through 11/30/21, the District has processed 154 requests during the current fiscal year for Residential Fire Flow testing and has collected \$20,466.60 in related fees.

### **4. Expenses**

There were no significant expense items to make note of during the month of November. All expenses were within budget expectations.



# Paradise Irrigation District

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

## 5. Recovery Funding

- a. The District continues to work with the State of California, FEMA, and insurance to fund the recovery of the District distribution system.

### 1. FEMA Updates

- a. **Funds Received:** Through 11/30/21, the District has received \$560k in FEMA/CalOES reimbursements for this fiscal year. Staff continues to work with APTIM to complete all needed documents for FEMA/ CalOES reimbursements. On 12/6/21 we received \$3.4 million of a \$5.2 million submittal.
- b. Staff is actively working with APTIM to submit for reimbursement for various FEMA Projects.

### 2. Additional Supplemental Appropriations for Disaster Relief (ASADRA)

- a. The District is continuing to work with the water Board, APTIM, and Water Works to complete all requirements and questions of the ASADRA application.

### 3. District Fencing Insurance Claim

- a. Staff is actively collecting bids from contractors for repairs of all the district fencing damaged in the 2018 Camp Fire.

### 4. Water Treatment Plant Exterior Damage Insurance Claim

- a. Staff has received bids from contractors for damages to the exterior of the water treatment plant building due to the 2018 Camp Fire and will be submitting to insurance this month.

### 5. Meter Damage Insurance Claim

- a. Staff is actively working with Insurance to close out the claim for damaged meters due to the 2018 Camp Fire.



Paradise Irrigation District  
November 30, 2021  
Financial Summary

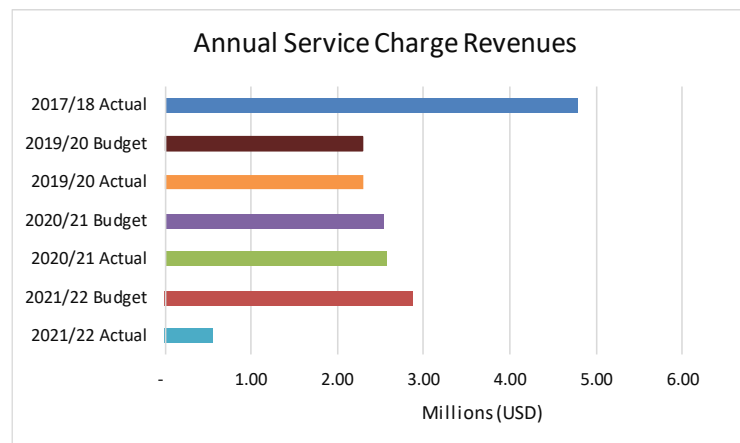
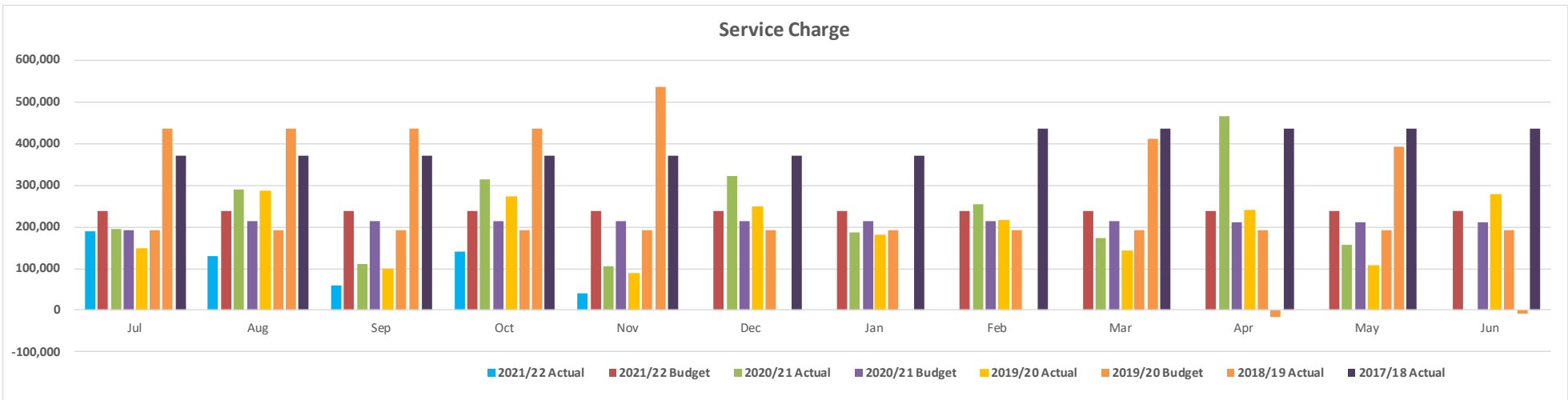
	2019/20 Estimate Update	2019/20 Actual	2020/21 Estimate Update	2020/21 Actual	2021/22 Estimate	2021/22 Actual
<b>REVENUES:</b>						
Water Sales	2,301,554	2,311,794	2,534,844	2,793,089	2,889,235	578,067
Outside Water Sales	100,000	105,338	100,000	118,909	100,000	86,781
Other	1,019,240	1,060,600	616,160	655,710	63,780	105,462
Interest	60,000	93,111	60,000	85,927	35,000	7,239
Taxes - 1%	300,000	380,185	250,000	432,366	250,000	5,630
FMV Gain/Loss - Securities	-	(427)	-	(319)	-	-
Grant Rev	25,500	25,500	25,000	293,742	-	764
Inc-Save-A-Can/Buy-A-Fish	-	-	-	-	-	-
Inc-Capacity Fees	13,000	16,252	150,000	171,285	-	62,723
Revenue - PFD	50,000	54,372	50,000	62,621	50,000	37,637
<b>Total Revenue</b>	<b>3,869,294</b>	<b>4,046,725</b>	<b>3,786,004</b>	<b>4,613,331</b>	<b>3,388,015</b>	<b>884,304</b>
<b>EXPENDITURES:</b>						
Operating	6,051,705	5,260,887	6,140,640	5,468,220	6,552,418	2,818,829
Pipeline	-	-	-	-	-	-
Debt Service	841,723	841,723	936,174	936,174	1,096,701	420,713
PFD	-	34,043	-	57,704	-	-
<b>Total Expenditures</b>	<b>6,893,428</b>	<b>6,136,653</b>	<b>7,076,814</b>	<b>6,462,098</b>	<b>7,649,119</b>	<b>3,239,542</b>
<b>Increase/(Decrease) in Cash before Recovery, Debt Proceeds, and Capital Improvements</b>	<b>(3,024,134)</b>	<b>(2,089,927)</b>	<b>(3,290,810)</b>	<b>(1,848,766)</b>	<b>(4,261,104)</b>	<b>(2,355,239)</b>
Debt Proceeds	-	76,922	-	-	-	-
<b>Increase/(Decrease) in Cash before Recovery and Capital Improvements</b>	<b>(3,024,134)</b>	<b>(2,013,005)</b>	<b>(3,290,810)</b>	<b>(1,848,766)</b>	<b>(4,261,104)</b>	<b>(2,355,239)</b>
FEMA Reimbursements	2,625,000	159,961	3,386,630	2,390,485	13,059,640	560,120
Insurance Proceeds	4,080,000	4,084,707	5,000,000	5,068,231	3,000,000	28,066
State Funding	7,374,000	7,374,330	7,374,000	7,374,330	-	-
PGE Locating Reimbursements	150,000	-	300,000	59,627	300,000	-
Other Recovery Grants					10,370,139	
<b>Cash Available for Recovery/Capital Projects</b>	<b>14,229,000</b>	<b>11,618,998</b>	<b>16,060,630</b>	<b>14,892,673</b>	<b>26,729,780</b>	<b>588,186</b>
<b>Cash Available for Recovery/Capital Projects</b>	<b>11,204,866</b>	<b>9,605,993</b>	<b>12,769,820</b>	<b>13,043,906</b>	<b>22,468,675</b>	<b>(1,767,052)</b>
Major Capital/Recovery Projects	(6,450,000)	(6,414,054)	(10,620,272)	(389,853)	(27,790,671)	(3,945,944)
Minor Capital Projects	-	-	(649,541)	-	(502,889)	-
<b>Increase/(Decrease) in Cash</b>	<b>4,754,866</b>	<b>3,191,938</b>	<b>1,500,007</b>	<b>12,654,054</b>	<b>(5,824,885)</b>	<b>(5,712,996)</b>
<b>Beginning Cash Balance</b>	<b>4,043,797</b>	<b>4,043,797</b>	<b>7,235,735</b>	<b>7,235,735</b>	<b>19,889,789</b>	<b>13,542,086</b>
<b>Ending Cash Balance</b>	<b>8,798,663</b>	<b>7,235,735</b>	<b>8,735,743</b>	<b>19,889,789</b>	<b>14,064,905</b>	<b>7,829,090</b>

Paradise Irrigation District  
November 30, 2021  
Revenue Summary

	FY 2019/20 Estimate Update	FY 2019/20 Actual	FY 2020/21 Estimate Update	FY 2020/21 Actual	FY 2021/22 Estimate	FY 2021/22 Actual
<b><u>General Fund/Operating</u></b>						
Water - Service	2,295,054	2,303,549	2,534,844	2,417,591	2,869,235	561,672
Water - Consumption	-	(918)	-	(44)	-	-
Water - Fees & Adjustments	6,500	9,164	-	140	20,000	16,395
Outside Water Sales	100,000	105,338	100,000	118,909	100,000	86,781
Meter Revenue	861,300	868,678	510,300	306,303	-	30,972
Recreation & Boating Permits	10,000	17,508	-	165	-	-
Backflow Check	4,000	560	-	-	-	-
Rents	15,180	15,496	24,180	17,386	24,180	9,310
Revenue - Surplus Property	-	-	-	-	-	-
Escrow Fees	5,000	-	-	-	-	-
Annexation	-	-	-	-	-	-
Custom Work/PFD Reimbursement	123,760	83,973	81,680	102,221	39,600	52,894
Misc	-	74,386	-	176,009	-	12,286
<b>Total Operating Income</b>	<b>3,420,794</b>	<b>3,477,732</b>	<b>3,251,004</b>	<b>3,138,681</b>	<b>3,053,015</b>	<b>770,310</b>
<b><u>Special Revenue Fund</u></b>						
<b>Capital Improvement Program</b>						
Taxes - 1%	300,000	380,185	250,000	354,959	250,000	5,630
\$1 Surcharge for Capital Projects	-	-	-	-	-	-
Interest	60,000	93,111	60,000	85,927	35,000	7,239
FMV Gain/Loss - Securities	-	(427)	-	(319)	-	-
Inc-Capacity Fees	13,000	16,252	150,000	154,613	-	62,723
Grant	25,500	25,500	25,000	293,977	-	764
Inc-Save-A-Can/Buy-A-Fish	-	-	-	-	-	-
<b>Total Capital Improvement</b>	<b>398,500</b>	<b>514,621</b>	<b>485,000</b>	<b>889,157</b>	<b>285,000</b>	<b>76,356</b>
<b><u>Debt Service Fund</u></b>						
Inc-Assessment Res (PID Share)	-	-	-	-	-	-
<b>Total Debt Service</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>Recovery Proceeds</u></b>						
State Backfill Funding	7,374,000	7,374,330	7,374,000	7,374,330	-	-
FEMA Reimbursements	2,625,000	159,961	3,386,630	2,390,485	13,059,640	560,120
Insurance Proceeds	4,080,000	4,084,707	5,000,000	5,068,231	3,000,000	28,066
PGE Locating Reimbursements	150,000	-	300,000	59,627	300,000	-
Other Recovery Grants	-	-	-	-	10,370,139	-
<b>Total Recovery Proceeds</b>	<b>14,229,000</b>	<b>11,618,998</b>	<b>16,060,630</b>	<b>14,892,673</b>	<b>26,729,780</b>	<b>588,186</b>
<b><u>PFD</u></b>						
Revenue - PFD	50,000	54,372	50,000	51,635	50,000	37,637
PFD - Interest Income	-	-	-	-	-	-
<b>Total PFD</b>	<b>50,000</b>	<b>54,372</b>	<b>50,000</b>	<b>51,635</b>	<b>50,000</b>	<b>37,637</b>
<b>Total Revenue</b>	<b>18,098,294</b>	<b>15,665,723</b>	<b>19,846,634</b>	<b>18,972,146</b>	<b>30,117,794</b>	<b>1,472,490</b>

Paradise Irrigation District  
November 30, 2021  
Water Revenue

	Service Charge												
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Year to Date Totals
2021/22 Actual	189,542.52	131,278.2	59,190.7	141,777.98	39,882.97								561,672.37
2021/22 Budget	238,513.00	238,620.25	238,727.50	238,834.75	238,942.00	239,049.25	239,156.50	239,263.75	239,371.00	239,478.25	239,585.50	239,692.75	2,869,234.50
2020/21 Actual	193,719.64	290,783.01	109,841.02	315,358.63	106,350.15	321,169.01	185,907.59	254,983.03	172,960.84	466,517.82	157,277.48	-	2,574,868.22
2020/21 Budget	191,230.75	214,130.75	213,915.75	213,700.75	213,485.75	213,270.75	213,055.75	212,840.75	212,625.75	212,410.75	212,195.75	211,980.75	2,534,844.00
2019/20 Actual	146,492.90	286,941.77	98,612.10	272,780.57	87,685.57	248,388.56	179,279.03	216,404.86	141,753.78	240,074.79	106,832.43	278,302.58	2,303,548.94
2019/20 Budget	191,260.00	191,259.00	191,258.00	191,257.00	191,256.00	191,255.00	191,254.00	191,253.00	191,252.00	191,251.00	191,250.00	191,249.00	2,295,054.00
2018/19 Actual	436,392.90	436,643.38	436,273.95	436,719.47	537,251.36	-	-	-	410,683.57	(17,049.96)	391,672.04	(7,797.98)	3,060,788.73
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



Paradise Irrigation District  
November 30, 2021  
Operational Expense Summary

	FY 2019/20 Estimate Update	FY 2019/20 Actual	FY 2020/21 Estimate Update	FY 2020/21 Actual	FY 2021/22 Estimate	FY 2021/22 Actual
Source of Supply	\$ 206,670	\$ 77,819	\$ 203,000	\$ 150,604	\$ 199,000	\$ 80,559
Security & Recreation	57,815	44,036	-	-	-	-
Water Treatment	1,416,139	1,284,603	1,428,441	1,174,412	1,346,858	620,008
Transmission & Distribution	2,446,712	2,040,957	2,324,568	1,658,068	2,187,214	1,043,760
Customer Service	370,542	291,064	356,076	237,448	323,795	133,164
Administration	1,553,826	1,522,408	1,828,554	1,492,426	2,495,550	941,339
<b>Total Operating Expenditures</b>	<b>6,051,705</b>	<b>5,260,887</b>	<b>6,140,640</b>	<b>4,712,958</b>	<b>6,552,418</b>	<b>2,818,829</b>

	FY 2019/20 Estimate Update	FY 2019/20 Actual	FY 2020/21 Estimate Update	FY 2020/21 Actual	FY 2021/22 Estimate	FY 2021/22 Actual
<b><u>Source of Supply</u></b>						
Salary and Benefits	-	-	-	-	-	941
Materials and Supplies	26,500	-	30,000	2,589	30,000	-
Outside Services	177,070	77,476	173,000	145,231	165,000	79,256
Utilities	3,100	344	-	2,784	4,000	362
Insurance	-	-	-	-	-	-
<b>Total Source and Supply</b>	<b>206,670</b>	<b>77,819</b>	<b>203,000</b>	<b>150,604</b>	<b>199,000</b>	<b>80,559</b>
<b><u>Security &amp; Recreation</u></b>						
Salary and Benefits	45,000	40,777	-	-	-	-
Materials and Supplies	4,200	-	-	-	-	-
Outside Services	4,350	36	-	-	-	-
Utilities	2,700	1,724	-	-	-	-
Insurance	1,565	1,500	-	-	-	-
<b>Total Security &amp; Recreation</b>	<b>57,815</b>	<b>44,036</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>Water Treatment</u></b>						
Salary and Benefits	941,949	912,991	933,541	837,461	871,908	469,505
Materials and Supplies	231,900	180,761	251,100	160,137	245,000	75,595
Outside Services	71,250	45,341	69,000	38,154	66,400	13,097
Utilities	153,300	128,510	149,300	121,160	146,050	61,811
Insurance	17,740	17,000	25,500	17,500	17,500	-
<b>Total Water Treatment</b>	<b>1,416,139</b>	<b>1,284,603</b>	<b>1,428,441</b>	<b>1,174,412</b>	<b>1,346,858</b>	<b>620,008</b>
<b><u>Transmission &amp; Distribution</u></b>						
Salary and Benefits	1,689,933	1,324,018	1,615,118	1,081,815	1,675,589	671,431
Materials and Supplies	614,500	595,674	541,500	386,148	330,625	264,027
Outside Services	34,900	35,038	51,750	97,832	79,500	75,748
Utilities	80,600	60,227	71,200	61,272	70,000	32,554
Insurance	26,778	26,000	45,000	31,000	31,500	-
<b>Total Transmission and Distribution</b>	<b>2,446,712</b>	<b>2,040,957</b>	<b>2,324,568</b>	<b>1,658,067</b>	<b>2,187,214</b>	<b>1,043,760</b>
<b><u>Customer Service</u></b>						
Salary and Benefits	341,606	272,357	331,826	218,610	300,295	131,116
Materials and Supplies	7,000	1,264	500	-	-	48
Outside Services	10,000	5,943	5,000	5,937	10,000	2,000
Insurance	11,936	11,500	18,750	12,900	13,500	-
<b>Total Customer Service</b>	<b>370,542</b>	<b>291,064</b>	<b>356,076</b>	<b>237,447</b>	<b>323,795</b>	<b>133,164</b>
<b><u>Administration</u></b>						
Salary and Benefits - Admin Staff	859,948	951,621	1,037,866	812,504	1,276,458	396,415
Salary and Benefits - Board	-	-	16,638	14,611	5,592	-
Materials and Supplies	228,000	182,912	220,300	129,835	224,800	95,257
Outside Services	314,550	249,141	358,250	397,087	808,700	311,165
Utilities	47,039	57,580	56,000	58,668	60,500	32,949
Insurance	86,890	81,155	102,500	66,567	102,500	103,440
Board Expenses	17,400	-	37,000	13,122	17,000	2,113
<b>Total Administration</b>	<b>1,553,826</b>	<b>1,522,408</b>	<b>1,828,554</b>	<b>1,492,394</b>	<b>2,495,550</b>	<b>941,339</b>

Paradise Irrigation District  
November 30, 2021  
Debt Service

Loan Name	FY 2019/20 Estimated Total Payments	FY 2019/20 Actual Total Payments	FY 2020/21 Estimated Total Payments Update	FY 2020/21 Actual Total Payments	FY 2021/22 Estiamted Total Payments	FY 2021/22 Actual Total Payments
2009 COP's	-	-	-	-	-	-
IBANK	-	-	-	-	-	-
2016 Private Placement (Refi)	246,002	246,002	340,587	340,587	244,515	122,147
2017 Private Placement (Refi)	595,721	595,721	595,587	595,587	852,186	298,566
New Debt	-	-	-	-	-	-
Total	841,723	841,723	936,174	936,174	1,096,701	420,713

Paradise Irrigation District  
November 30, 2021  
Recovery Related Expenditures

**Recovery Expenditure Projection**

- Supplies and services consist of construction costs associated with repair of the distribution system. FY 2021/22 estimates are based on costs incurred during the prior year and expected costs to be incurred based on the current recovery plan.
- Professional Services/Engineering costs consist of mutual aid reimbursements, professional services, engineering fees, mutual aid support, legal fees, and public assistance consulting fees. Year to date actual expenditures include approximately:
  - Recovery Related Legal Fees           \$     19,750
  - Project Management Costs           \$     830,736
  - Public Assistance Consulting Fees   \$     117,444
  - PG&E Locating Services           \$     128,656
- Water sampling costs are estimated based on the number of water samples expected to be completed during FY 2021/22.

	FY 2019/20 Estimate Update	FY 2019/20 Actual	FY 2020/21 Estimate	FY 2020/21 Estimate Update	FY 2020/21 Actual	FY 2021/22 Estimate	FY 2021/22 Actual
<b><u>Materials and Supplies</u></b>							
Supplies and Services	2,500,000	2,222,142	8,531,148	7,990,272	3,840,864	25,147,688	2,805,840
<b><u>Outside Services</u></b>							
Professional Services/Engineering	3,450,000	3,790,370	1,500,000	2,480,000	2,010,797	2,542,984	1,096,586
Water Sampling	500,000	401,542	500,000	150,000	96,455	100,000	43,518
Totals	6,450,000	6,414,054	10,531,148	10,620,272	5,948,116	27,790,671	3,945,944

Paradise Irrigation District  
November 30, 2021  
Outstanding Contracts

Contracts	Project	Total Contract Price	Total Paid	Remaining
Wagner & Bonsignore	Water Rights Engineer	Open	102,760.36	Open
De Novo Planning Group	Water Rights Engineer	306,430.00	204,558.74	101,871.26
Genterra Consultants	Spillway Investigation	360,214.00	351,966.82	8,247.18
Genterra Consultants	Magalia Dam Piezometers Evaluation & Establishment of Threshold Limits	59,015.00	50,054.25	8,960.75
Genterra Consultants	Magalia Dam Interim Risk Reduction Measures & Long-term Repairs	114,558.00	106,664.07	7,893.93
Genterra Consultants	Fire Investigation and 19/20 Surveillance Reports	29,690.00	29,670.65	19.35
Genterra Consultants	2021 to 2023 Dam Surveillance	77,103.00	27,731.66	49,371.34
Water Works	NPDES Permit	158,906.00	108,086.95	50,819.05
Water Works	Project Management Services	6,620,638.00	4,336,856.05	2,283,781.95
Water Works	District Engineering Services	450,000.00	333,064.77	116,935.23
Water Works	Urban Water Management Plan	55,000.00	18,314.75	36,685.25
Water Works	Capital Improvement Plan	47,868.00	-	47,868.00
APTIM	Public Assistance Services	1,402,276.00	706,751.37	695,524.63
Firestorm	Arborist Services	26,880.00	10,210.00	16,670.00
Zenner USA	Meter Replacement Equipment	1,184,725.15	337,551.67	847,173.48
Sutton Enterprises	Service Lateral Replacement	4,532,452.50	4,434,418.90	98,033.60
Slate Geotechnical Consultants	Magalia Dam Engineering Study	395,319.00	276,799.58	118,519.42
RCI	Meter Installation and Service Lateral Phase 2 Project	15,776,725.00	2,199,043.76	13,577,681.24
Santos Excavating, Inc.	Almond Street Water Main Replacement Project	715,640.00	63,882.75	651,757.25
Keith O'Brien	Safety and Operation Training Services	25,500.00	23,700.00	1,800.00
<b>TOTAL OUTSTANDING OBLIGATIONS</b>				<b><u>18,719,612.91</u></b>

Paradise Irrigation District  
November 30, 2021  
Monthly Investment Report of Transactions

	<b>Beginning Balance 11/1/2021</b>	<b>Interest Received</b>	<b>Gain / (Loss)</b>	<b>Transferred from Cash</b>	<b>Transferred to Cash</b>	<b>Ending Balance 11/30/21</b>
<b>LAIF</b>						
Regular	\$ 8,676,289.11	-	-	-	(1,350,000.00)	\$ 7,326,289.11
DWR Reserve Fund	\$ 272,748.86	-	-	-		\$ 272,748.86





Paradise Irrigation District

# Expense Approval Report

By Vendor Name

Payment Dates 11/1/2021 - 11/30/2021

Payment Date	Payable Number	Description (Item)	Amount
<b>Vendor: 01022 - ACWA/JPIA</b>			
11/05/2021	0675172	Health 2021-11	2,133.02
11/05/2021	0675172	Health 2021-11	571.94
11/05/2021	0675172	Health 2021-11	83.30
11/05/2021	0675172	Health 2021-11	30,804.04
11/05/2021	0675172	Health 2021-11	586.09
11/12/2021	0676774	Health 12-2021	2,133.02
11/12/2021	0676774	Health 12-2021	571.94
11/12/2021	0676774	Health 12-2021	83.30
11/12/2021	0676774	Health 12-2021	30,804.04
11/12/2021	0676774	Health 12-2021	586.09
<b>Vendor 01022 - ACWA/JPIA Total:</b>			<b>68,356.78</b>
<b>Vendor: 03185 - Advanced Document Concepts For Business</b>			
11/05/2021	INV57020	COPY MACHINE	8,613.54
11/19/2021	INV57959	OFFICE EQUIPMENT	213.63
<b>Vendor 03185 - Advanced Document Concepts For Business Total:</b>			<b>8,827.17</b>
<b>Vendor: 02957 - Aflac</b>			
11/12/2021	INV0006099	Montly Aflac Invoice	276.06
11/26/2021	INV0006113	Montly Aflac Invoice	276.06
<b>Vendor 02957 - Aflac Total:</b>			<b>552.12</b>
<b>Vendor: 03066 - Airgas USA, LLC</b>			
11/19/2021	9984032389	WELDING SUPPLIES	621.92
<b>Vendor 03066 - Airgas USA, LLC Total:</b>			<b>621.92</b>
<b>Vendor: 01068 - Aramark Uniform Services</b>			
11/05/2021	506000261739	UNIFORMS SHOP	303.14
11/05/2021	506000261743	UNIFORMS TP	131.13
11/12/2021	506000267159	UNIFORMS SHOP	295.21
11/12/2021	506000267160	UNIFORMS TP	131.13
11/19/2021	506000272906	UNIFORMS	295.21
11/19/2021	506000272909	UNIFORMS TP	131.13
11/30/2021	506000277977	UNIFORMS SHOP	295.09
11/30/2021	506000277981	UNIFORMS TP	131.13
<b>Vendor 01068 - Aramark Uniform Services Total:</b>			<b>1,713.17</b>
<b>Vendor: 01082 - AT&amp;T</b>			
11/30/2021	2021-11-16	RES B TANK A ALARM	33.34
11/30/2021	2021-11-16 2	RES B TANK ALARM	33.34
<b>Vendor 01082 - AT&amp;T Total:</b>			<b>66.68</b>
<b>Vendor: 01090 - AWWA</b>			
11/05/2021	7001959403	MEMBERSHIP	2,443.00
<b>Vendor 01090 - AWWA Total:</b>			<b>2,443.00</b>
<b>Vendor: 03168 - Bartle Wells Associates</b>			
11/12/2021	614A-1004	WATER RATE STUDY	6,205.00
<b>Vendor 03168 - Bartle Wells Associates Total:</b>			<b>6,205.00</b>
<b>Vendor: 01116 - Batteries Plus Bulbs</b>			
11/19/2021	P45418363	EMERGENCY BATTERIES	682.52
11/19/2021	P45458368	EMERGENCY BATTERIES	187.29
<b>Vendor 01116 - Batteries Plus Bulbs Total:</b>			<b>869.81</b>
<b>Vendor: 03071 - BC Laboratories, Inc.</b>			
11/05/2021	B429699	Job #18-F1 - Surveillance Monitoring	715.00

## Expense Approval Report

Payment Dates: 11/1/2021 - 11/30/2021

Payment Date	Payable Number	Description (Item)	Amount
11/05/2021	B429759	Job #18-F1 - Surveillance Monitoring	285.00
11/05/2021	B431434	Job #18-F1 - Surveillance Monitoring	455.00
11/05/2021	B431435	Job #18-F1 - Surveillance Monitoring	545.00
11/05/2021	B431529	Job #18-F1 - Water Sampling	610.00
11/05/2021	B431868	Job #18-F1 - Surveillance Monitoring	1,130.00
11/12/2021	B432008	Job #18-F1 - Water Sampling	350.00
11/12/2021	B432041	Job #18-F1 - Surveillance Monitoring	520.00
11/12/2021	B432049	Job #18-F1 - Water Sampling	16.50
11/12/2021	B432155	Job #18-F1 - Surveillance Monitoring	585.00
11/12/2021	B432156	Job #18-F1 - Surveillance Monitoring	545.00
11/12/2021	B432506	Job #18-F1 - Surveillance Monitoring	1,195.00
11/12/2021	B433583	Job #18-F1 - Water Sampling	317.50
Vendor 03071 - BC Laboratories, Inc. Total:			7,269.00
Vendor: 03098 - Berkeley Research Group, LLC			
11/19/2021	117620	JOB #18 F-1 PROFESSIONAL SERVICES	672.00
Vendor 03098 - Berkeley Research Group, LLC Total:			672.00
Vendor: 02870 - Boot Barn, Inc			
11/12/2021	132311	SAFETY SUPPLIES	125.00
11/30/2021	135108	SAFETY SUPPLIES	125.00
Vendor 02870 - Boot Barn, Inc Total:			250.00
Vendor: 03108 - Broad & Gusman			
11/30/2021	627	RETAINER	4,000.00
Vendor 03108 - Broad & Gusman Total:			4,000.00
Vendor: 03157 - Brooke Lynn Winter			
11/12/2021	1262	MISC PROFESSIONAL	1,010.00
Vendor 03157 - Brooke Lynn Winter Total:			1,010.00
Vendor: 02970 - Carus Corporation			
11/19/2021	10096772	Carus 3190- Zinc Orthophosphate	24,163.43
Vendor 02970 - Carus Corporation Total:			24,163.43
Vendor: 01266 - Cedar Creek Publishing			
11/19/2021	211112 P1	CUSTOMER RELATIONS	561.65
Vendor 01266 - Cedar Creek Publishing Total:			561.65
Vendor: 03065 - Comcast Business			
11/19/2021	132713087	Internet - Office	851.43
Vendor 03065 - Comcast Business Total:			851.43
Vendor: 01320 - Comcast			
11/05/2021	2021-11-2	INTERNET SERVICE	732.16
Vendor 01320 - Comcast Total:			732.16
Vendor: 01343 - Corrpro			
11/12/2021	667739	Corrpro Aegion Tank CPS Inspection	2,998.00
Vendor 01343 - Corrpro Total:			2,998.00
Vendor: 01494 - Diesel Emissions Services			
11/30/2021	10266	REPAIRS UNIT #33	338.64
Vendor 01494 - Diesel Emissions Services Total:			338.64
Vendor: 01480 - Employment Development Dept.			
11/01/2021	INV0006094	State Income Tax Withholding	4,340.98
11/01/2021	INV0006097	State Disability Withholding	1,252.53

## Expense Approval Report

Payment Dates: 11/1/2021 - 11/30/2021

Payment Date	Payable Number	Description (Item)	Amount
11/15/2021	INV0006108	State Income Tax Withholding	4,652.82
11/15/2021	INV0006111	State Disability Withholding	1,300.08
11/29/2021	INV0006122	State Income Tax Withholding	4,696.48
11/29/2021	INV0006125	State Disability Withholding	1,349.22
<b>Vendor 01480 - Employment Development Dept. Total:</b>			<b>17,592.11</b>

**Vendor: 01527 - Ferguson Enterprises, Inc**

11/05/2021	1665749	6" flange bolt kit	321.75
11/05/2021	1665749	4" flange bolt kit	429.00
11/05/2021	1667932	6" MJ cap	91.59
11/05/2021	1652430-3	Valve - 2" Air Vac	3,749.70
11/05/2021	1670033	Valve Gate - CI - 6' FL x MJ	2,188.00
11/05/2021	1670033	Tee - CI - 6' FL	916.00
11/05/2021	1670033	Valve Gate - CI - 4" FL x MJ	888.00
11/05/2021	1670033	Reducer - CI - 6' x 4' FL	432.00
11/05/2021	1670033	Flange Tap - 4' x 2'	138.00
11/05/2021	1670033	Valve Gate - CI - 6" FL	2,711.13
11/12/2021	1670033-1	Valve Gate - CI - 4" FL	967.52
11/12/2021	1670033-1	Flange Tap - 4' x 2'	138.00
11/12/2021	1672423	Pipe - HDPE - 1"	192.00
11/12/2021	1672423	Pipe - HDPE - 2"	2,200.05
11/19/2021	1669796	Repair Clamp 8" x 3" 7.95-8.35 OD	372.00
11/19/2021	1669796	FC Tap Clamp 4' x 12' x 2' 3.95-4.20 OD	1,140.00
11/19/2021	1669796	FC Tap Clamp 10'x12 x2' 9.95-10.35 OD	1,722.00
11/19/2021	1669796	FC Tap clamp 6" x 7-1/2" x 2" OD	1,657.55
11/19/2021	1669796	FC Tap Clamp 8' x 12' x 2' 7.95-8.35 OD	1,428.00
11/19/2021	1669796	FC Clamp 10' x 7 1/2' 9.95-10.35 OD	876.00
11/19/2021	1672391	A23 Meter - Serv Brass	2,424.38
11/30/2021	1673917	Angle Stop - Serv Brass - 1' Comp	5,683.81
<b>Vendor 01527 - Ferguson Enterprises, Inc Total:</b>			<b>30,666.48</b>

**Vendor: 01528 - FGL Environmental**

11/05/2021	178340A	Job #18-F1 - Water Sampling	88.00
11/05/2021	178373A	Job #18-F1 - Water Sampling	52.00
11/05/2021	178450A	Job #18-F1 - Water Sampling	22.00
11/05/2021	178497A	Job #18-F1 - Water Sampling	88.00
11/05/2021	178498A	Job #18-F1 - Water Sampling	22.00
11/12/2021	177095A	Job #18-F1 - Water Sampling	1,729.00
11/12/2021	177725a	Job #18-F1 - Water Sampling	350.00
11/12/2021	178374A	Job #18-F1 - Water Sampling	554.00
11/12/2021	178743a	Job #18-F1 - Water Sampling	24.00
11/19/2021	178720A	Job #18-F1 - Water Sampling	88.00
<b>Vendor 01528 - FGL Environmental Total:</b>			<b>3,017.00</b>

**Vendor: 02945 - Fiserv Solutions, LLC**

11/19/2021	91993473	BANK CHARGES	9.30
<b>Vendor 02945 - Fiserv Solutions, LLC Total:</b>			<b>9.30</b>

**Vendor: 01587 - Genterra Consultants, Inc.**

11/12/2021	25045	Risk Reduction & Long Term Repairs	42,856.03
11/12/2021	25046	MAGALIA DAM AND PARADISE DAM ANNUAL 2021	2,002.50
<b>Vendor 01587 - Genterra Consultants, Inc. Total:</b>			<b>44,858.53</b>

## Expense Approval Report

Payment Dates: 11/1/2021 - 11/30/2021

Payment Date	Payable Number	Description (Item)	Amount
<b>Vendor: 01673 - Herc Rentals</b>			
11/12/2021	32449947-001	Equipment Rental	1,944.98
<b>Vendor 01673 - Herc Rentals Total:</b>			<b>1,944.98</b>
<b>Vendor: 01705 - Hunt &amp; Sons, Inc.</b>			
11/12/2021	148741	260gals. unleaded gasoline	1,053.33
11/12/2021	194732	255gals. unleaded gasoline	1,101.38
11/30/2021	200059	295gals. unleaded gasoline	1,302.93
11/19/2021	214087	225gals. unleaded gasoline	959.08
11/19/2021	218398	170gals. unleaded gasoline	758.47
<b>Vendor 01705 - Hunt &amp; Sons, Inc. Total:</b>			<b>5,175.19</b>
<b>Vendor: 01713 - I.B.E.W. Local Union 1245</b>			
11/12/2021	INV0006106	Union Dues	792.94
11/12/2021	INV0006106	Union Dues	-40.00
11/30/2021	INV0006120	Union Dues	792.94
11/30/2021	INV0006120	Union Dues	-40.00
<b>Vendor 01713 - I.B.E.W. Local Union 1245 Total:</b>			<b>1,505.88</b>
<b>Vendor: 01716 - ICMA Retirement Trust-401</b>			
11/12/2021	INV0006101	Retirement - 401(a) Match	2,157.83
11/26/2021	INV0006115	Retirement - 401(a) Match	2,314.31
<b>Vendor 01716 - ICMA Retirement Trust-401 Total:</b>			<b>4,472.14</b>
<b>Vendor: 01715 - ICMA Retirement Trust-457</b>			
11/12/2021	INV0006102	Retirement Trust - 457	2,157.83
11/12/2021	INV0006103	Deferred Comp 457	7,490.66
11/12/2021	INV0006104	Retirement Trust - 457	1,006.85
11/12/2021	INV0006105	Retirement Trust - 457	892.28
11/26/2021	INV0006116	Retirement Trust - 457	2,314.31
11/26/2021	INV0006117	Deferred Comp 457	8,003.04
11/26/2021	INV0006118	Retirement Trust - 457	1,089.85
11/26/2021	INV0006119	Retirement Trust - 457	973.10
<b>Vendor 01715 - ICMA Retirement Trust-457 Total:</b>			<b>23,927.92</b>
<b>Vendor: 01722 - Infinisource Cobra Compliance</b>			
11/30/2021	115180873	FLEXIBLE BENEFITS	80.00
<b>Vendor 01722 - Infinisource Cobra Compliance Total:</b>			<b>80.00</b>
<b>Vendor: 01731 - Internal Revenue Service</b>			
11/01/2021	INV0006095	FICA Withholding	13,763.34
11/01/2021	INV0006096	Fed Withholding	11,610.91
11/01/2021	INV0006098	Medicare Withholding	3,218.84
11/15/2021	INV0006109	FICA Withholding	14,180.20
11/15/2021	INV0006110	Fed Withholding	12,368.85
11/15/2021	INV0006112	Medicare Withholding	3,316.36
11/29/2021	INV0006123	FICA Withholding	14,094.82
11/29/2021	INV0006124	Fed Withholding	12,637.83
11/29/2021	INV0006126	Medicare Withholding	3,446.74
<b>Vendor 01731 - Internal Revenue Service Total:</b>			<b>88,637.89</b>
<b>Vendor: 03057 - International Brotherhood of 137 TCWH</b>			
11/12/2021	INV0006107	Union Dues Teamsters	224.31
11/30/2021	INV0006121	Union Dues Teamsters	224.31
<b>Vendor 03057 - International Brotherhood of 137 TCWH Total:</b>			<b>448.62</b>
<b>Vendor: 01729 - Interstate Batteries of the Rogue River</b>			
11/12/2021	92001288	EQUIPMENT REPAIRS	136.15
<b>Vendor 01729 - Interstate Batteries of the Rogue River Total:</b>			<b>136.15</b>
<b>Vendor: 01742 - J C Nelson Supply Co.</b>			
11/05/2021	763748	JANITORIAL SUPPLIES	134.69
<b>Vendor 01742 - J C Nelson Supply Co. Total:</b>			<b>134.69</b>
<b>Vendor: 01749 - Jensen Precast</b>			
11/05/2021	N10449	concrete composite lid	4,169.93
<b>Vendor 01749 - Jensen Precast Total:</b>			<b>4,169.93</b>

## Expense Approval Report

Payment Dates: 11/1/2021 - 11/30/2021

Payment Date	Payable Number	Description (Item)	Amount
<b>Vendor: 03188 - Long Family Enterprises, Inc.</b>			
11/19/2021	27868	BUILDING MAINTENANCE	835.16
<b>Vendor 03188 - Long Family Enterprises, Inc. Total:</b>			<b>835.16</b>
<b>Vendor: 03132 - Mark Baker</b>			
11/30/2021	112221	LANDSCAPE MAINTENANCE	495.00
<b>Vendor 03132 - Mark Baker Total:</b>			<b>495.00</b>
<b>Vendor: 01905 - Minasian, Meith, Soares, Sexton &amp; Cooper, LLP</b>			
11/19/2021	2021-11-16	Legal	11,990.00
11/19/2021	2021-11-16	Job #18-F1 Legal	1,330.00
<b>Vendor 01905 - Minasian, Meith, Soares, Sexton &amp; Cooper, LLP Total:</b>			<b>13,320.00</b>
<b>Vendor: 01908 - MJB Welding Supply</b>			
11/30/2021	1364461	welding rods	131.19
11/30/2021	1364461	welding glove	54.93
11/30/2021	1364461	grinding disc	10.30
<b>Vendor 01908 - MJB Welding Supply Total:</b>			<b>196.42</b>
<b>Vendor: 01960 - Normac</b>			
11/30/2021	5052245-001	1" backflow	13,251.09
11/30/2021	5052245-001	1 x close galv nipple	162.48
11/30/2021	5052245-002	hose bib handle	302.45
<b>Vendor 01960 - Normac Total:</b>			<b>13,716.02</b>
<b>Vendor: 01977 - North Valley Barricade</b>			
11/19/2021	840	SAFETY SUPPLIES	441.78
<b>Vendor 01977 - North Valley Barricade Total:</b>			<b>441.78</b>
<b>Vendor: 01980 - Northern Recycling &amp; Waste Svcs</b>			
11/12/2021	2021-11-8	GARBAGE SERVICE TP	49.91
11/12/2021	2021-11-8	GARBAGE SERVICE SHOP	170.12
11/12/2021	2021-11-8	GARBAGE SERVICE OFFICE	56.74
11/19/2021	22-0019035 1	GARBAGE 6350 CLARK RD	81.72
<b>Vendor 01980 - Northern Recycling &amp; Waste Svcs Total:</b>			<b>358.49</b>
<b>Vendor: 01950 - Northstate Aggregate, Inc.</b>			
11/12/2021	151210	CONSTRUCTION SUPPLIES	976.64
11/12/2021	151468	CONSTRUCTION SUPPLIES	900.58
11/12/2021	151207	CONSTRUCTION SUPPLIES	1,412.63
11/12/2021	154420	CONSTRUCTION SUPPLIES	923.03
11/12/2021	148151	CONSTRUCTION SUPPLIES	916.27
<b>Vendor 01950 - Northstate Aggregate, Inc. Total:</b>			<b>5,129.15</b>
<b>Vendor: 01995 - Office Depot</b>			
11/05/2021	200569941002	Office Supplies	20.46
11/05/2021	204109269001	OFFICE SUPPLIES	72.50
11/05/2021	203066962002	OFFICE SUPPLIES	32.02
11/12/2021	206811103001	OFFICE SUPPLIES	99.28
11/19/2021	206980969001	OFFICE SUPPLIES	125.82
11/19/2021	202886366001	OFFICE SUPPLIES	88.64
<b>Vendor 01995 - Office Depot Total:</b>			<b>438.72</b>
<b>Vendor: 01538 - O'Reilly Auto Parts</b>			
11/05/2021	3534-425981	UNIT #21M	86.33
11/05/2021	3534-426213	UNIT #6	78.99
11/05/2021	3534-426222	CONSTRUCTION SUPPLIES	28.00
11/19/2021	3534-426945	BIG VAC	16.46
11/19/2021	3534-426947	EQUIPMENT REPAIRS	157.03
11/19/2021	3534-426962	Construction & Maint Supplies	70.03
<b>Vendor 01538 - O'Reilly Auto Parts Total:</b>			<b>436.84</b>
<b>Vendor: 02030 - Pace Supply</b>			
11/12/2021	297204026	Valve Gate - Brass - 1"	328.35
11/05/2021	87217189	Coupling Flex - CI - 12'	2,025.97
11/05/2021	87217189	Coupling Flex - CI - 1 1/2'	575.55

## Expense Approval Report

Payment Dates: 11/1/2021 - 11/30/2021

Payment Date	Payable Number	Description (Item)	Amount
11/05/2021	87217189	Coupling Flex - CI - 4'	476.82
Vendor 02030 - Pace Supply Total:			3,406.69
<b>Vendor: 02081 - Pacific Gas &amp; Electric Company</b>			
11/30/2021	2021-11-23	Various Gas and Electric	24.09
11/30/2021	2021-11-23	Various Gas and Electric	10,954.36
11/30/2021	2021-11-23	Various Gas and Electric	44.95
11/30/2021	2021-11-23	Various Gas and Electric	20.86
11/30/2021	2021-11-23	Various Gas and Electric	21.60
11/30/2021	2021-11-23	Various Gas and Electric	40.94
11/30/2021	2021-11-23	Various Gas and Electric	39.01
11/30/2021	2021-11-23	Various Gas and Electric	21.51
11/30/2021	2021-11-23	Various Gas and Electric	15.11
11/30/2021	2021-11-23	Various Gas and Electric	2,344.38
11/30/2021	2021-11-23	Various Gas and Electric	22.61
11/30/2021	2021-11-23	Various Gas and Electric	2,307.02
11/30/2021	2021-11-23	Various Gas and Electric	34.80
Vendor 02081 - Pacific Gas & Electric Company Total:			15,891.24
<b>Vendor: 02079 - Pacific Gas and Electric</b>			
11/30/2021	2021-11-22	6 LOCATIONS MS	7.95
Vendor 02079 - Pacific Gas and Electric Total:			7.95
<b>Vendor: 02070 - Peterson</b>			
11/05/2021	SW220040209	EQUIPMENT REPAIRS	3,740.72
11/05/2021	PC010210690	EQUIPMENT REPAIRS	2,024.65
11/05/2021	PC010210763	EQUIPMENT REPAIRS	1,682.48
Vendor 02070 - Peterson Total:			7,447.85
<b>Vendor: 02062 - Pitney Bowes Purchase Power</b>			
11/19/2021	8000909008718152	POSTAGE METER	683.38
Vendor 02062 - Pitney Bowes Purchase Power Total:			683.38
<b>Vendor: 03048 - Plan B Professional Answering Service</b>			
11/12/2021	2021-11-8	ANSWERING SERVICE	155.00
Vendor 03048 - Plan B Professional Answering Service Total:			155.00
<b>Vendor: 03096 - Rankin Stock Heaberlin Oneal</b>			
11/19/2021	40066	LEGAL	266.50
Vendor 03096 - Rankin Stock Heaberlin Oneal Total:			266.50
<b>Vendor: 03167 - RCI General Engineering</b>			
11/05/2021	2021-11-4	JOB#18 F-1 MISLR	577,070.91
Vendor 03167 - RCI General Engineering Total:			577,070.91
<b>Vendor: 01631 - Rental Guys</b>			
11/05/2021	849904-6	EQUIPMENT RENTAL	164.86
11/30/2021	856925-6	EQUIPMENT RENTAL	193.09
Vendor 01631 - Rental Guys Total:			357.95
<b>Vendor: 02057 - Riebes Auto Parts</b>			
11/05/2021	96145	EQUIPMENT REPAIRS	32.38
11/12/2021	96639	SHOP SUPPLIES	11.25
11/12/2021	96866	Construction & Maint Supplies	263.99
11/30/2021	97263	Misc Supplies	6.26
11/30/2021	97405	CONSTRUCTION AND MAINTENANCE	13.15
11/30/2021	97462	Miscellaneous Supplies	100.25
11/30/2021	97490	EQUIPMENT REPAIRS	22.65
Vendor 02057 - Riebes Auto Parts Total:			449.93
<b>Vendor: 02185 - Roberts &amp; Brune Company</b>			
11/05/2021	P840961	breakaway check valve	10,726.47
11/05/2021	P840991	breakaway check valve	10,726.47
Vendor 02185 - Roberts & Brune Company Total:			21,452.94

## Expense Approval Report

Payment Dates: 11/1/2021 - 11/30/2021

Payment Date	Payable Number	Description (Item)	Amount
<b>Vendor: 03189 - Sable Computer Inc.</b>			
11/19/2021	4315	ARCHIVING SERVICE	1,739.00
<b>Vendor 03189 - Sable Computer Inc. Total:</b>			<b>1,739.00</b>
<b>Vendor: 02219 - Santos Excavating</b>			
11/05/2021	3325-02	ALMOND STREET PROJECT	254,354.90
11/30/2021	WO3619-1	PID HYDRANTS	12,225.00
<b>Vendor 02219 - Santos Excavating Total:</b>			<b>266,579.90</b>
<b>Vendor: 03153 - Slate Geotechnical Consultants</b>			
11/30/2021	1612	MAGALIA DAM SELSMIC RETROFIT 30%	2,910.00
<b>Vendor 03153 - Slate Geotechnical Consultants Total:</b>			<b>2,910.00</b>
<b>Vendor: 02292 - Standard Insurance Company</b>			
11/30/2021	2021-11-01	Long Term Disability	1,110.14
<b>Vendor 02292 - Standard Insurance Company Total:</b>			<b>1,110.14</b>
<b>Vendor: 03061 - Sterling Health Services, Inc DBA</b>			
11/12/2021	INV0006100	HSA Contribution	167.30
11/26/2021	INV0006114	HSA Contribution	167.30
<b>Vendor 03061 - Sterling Health Services, Inc DBA Total:</b>			<b>334.60</b>
<b>Vendor: 02324 - Sunrise Environmental</b>			
11/12/2021	125274	Construction Supplies	203.42
<b>Vendor 02324 - Sunrise Environmental Total:</b>			<b>203.42</b>
<b>Vendor: 03134 - Teresa Contreras</b>			
11/12/2021	75192	JANITORIAL OFFICE	740.00
11/12/2021	75193	JANITORIAL SHOP	550.00
11/12/2021	75194	JANITORIAL TP	495.00
<b>Vendor 03134 - Teresa Contreras Total:</b>			<b>1,785.00</b>
<b>Vendor: 02362 - Thomas Ace Hardware</b>			
11/30/2021	163529	CONSTRUCTION AND MAINTENANCE	22.54
11/05/2021	164661	CONSTRUCTION AND MAINTENANCE SUPPLIES	6.99
11/05/2021	164674	CONSTRUCTION AND MAINTENANCE SUPPLIES	42.17
11/05/2021	164799	CONSTRUCTION AND MAINTENANCE SUPPLIES	171.11
11/05/2021	164805	CONSTRUCTION AND MAINTENANCE SUPPLIES	59.10
11/05/2021	164884	SMALL HAND TOOLS	11.53
11/30/2021	164917	SMALL HAND TOOLS	53.37
11/05/2021	165022	SHOP SUPPLIES	15.51
11/05/2021	165048	small hand tools	13.64
11/30/2021	165108	SMALL HAND TOOLS	25.66
11/05/2021	165240	SHOP SUPPLIES	57.38
11/05/2021	165250	CONSTRUCTION SUPPLIES	183.18
11/12/2021	165408	CONSTRUCTION SUPPLIES	113.18
11/12/2021	165410	OFFICE SUPPLIES	20.31
11/12/2021	165542	CONSTRUCTION SUPPLIES	35.56
11/30/2021	165591	SMALL HAND TOOLS	100.98
11/12/2021	165599	Construction Supplies	14.74
11/30/2021	165634	CONSTRUCTION & MAINTENANCE SUPPLIES	25.92
11/30/2021	165690	CONSTRUCTION AND MAINTENANCE	3.02
11/12/2021	165699	Construction Supplies	120.04
11/30/2021	166378	CONSTRUCTION AND MAINTENANCE	43.50
11/30/2021	166655	CONSTRUCTION & MAINTENANCE SUPPLIES	72.68

## Expense Approval Report

Payment Dates: 11/1/2021 - 11/30/2021

Payment Date	Payable Number	Description (Item)	Amount
11/30/2021	166675	CONSTRUCTION & MAINTENANCE SUPPLIES	51.96
11/30/2021	166708	CONSTRUCTION & MAINTENANCE SUPPLIES	35.29
11/30/2021	K66664	CONSTRUCTION AND MAINTENANCE SUPPLIES	46.72
11/30/2021	166769	MISC	10.99
11/30/2021	166788	CONSTRUCTION & MAINTENANCE SUPPLIES	18.90
11/30/2021	166798	CONSTRUCTION & MAINTENANCE SUPPLIES	12.05
<b>Vendor 02362 - Thomas Ace Hardware Total:</b>			<b>1,388.02</b>

**Vendor: 02824 - US Bank Corporate Payment System**

11/19/2021	21-198	Small Hand Tools	491.72
11/19/2021	21-199	Equipment Repairs	2,632.65
11/19/2021	21-200	Office Supplies	494.00
11/19/2021	21-201	Construction & Maint Supplies	80.80
11/19/2021	21-202	Miscellaneous	51.58
11/19/2021	21-203	Postage	8.70
11/19/2021	21-204	Builders Expo Registration	100.00
11/19/2021	21-205	Subscriptions	1,500.00
11/19/2021	21-206	Meeting	69.48
11/19/2021	21-207	Office Supplies	61.11
11/19/2021	21-208	Office Supplies	113.66
11/19/2021	21-209	Monthly Charges	0.99
11/19/2021	21-210	Monthly Charges	69.00
11/19/2021	21-211	Monthly Charges	19.99
11/19/2021	21-212	Monthly Charges	12.99
11/19/2021	21-213	Monthly Charges	125.00
11/19/2021	21-214	Monthly Charges	239.88
11/19/2021	21-215	Office Supplies	96.92
11/19/2021	21-216	Monthly Charges	252.00
11/19/2021	21-217	Monthly Charges	29.99
11/19/2021	21-218	SUBSCRIPTION	16.00
11/19/2021	21-219	Monthly Charges	14.99
11/19/2021	21-220	Monthly Charges	19.98
11/19/2021	21-221	Office Supplies	30.46
11/19/2021	21-222	Monthly Charges	69.00
11/19/2021	21-223	Monthly Charges	94.99
11/19/2021	21-224	Monthly Charges	0.99
11/19/2021	21-225	Monthly Charges	12.99
<b>Vendor 02824 - US Bank Corporate Payment System Total:</b>			<b>6,709.86</b>

**Vendor: 02686 - USA Blue Book**

11/12/2021	770476	LAB MATERIALS	80.71
<b>Vendor 02686 - USA Blue Book Total:</b>			<b>80.71</b>

**Vendor: 03104 - UtiliQuest**

11/19/2021	309064-Q	JOB#18 F-1 LOCATING SERVIES	25,846.53
<b>Vendor 03104 - UtiliQuest Total:</b>			<b>25,846.53</b>

**Vendor: 02703 - Verizon Wireless**

11/05/2021	2021-11-2	CELL PHONES	2,041.76
<b>Vendor 02703 - Verizon Wireless Total:</b>			<b>2,041.76</b>

**Vendor: 02712 - VistaNet inc.**

11/05/2021	18113	Office Equip Maintenance	239.00
<b>Vendor 02712 - VistaNet inc. Total:</b>			<b>239.00</b>

**Vendor: 03002 - Water Works Engineers**

11/05/2021	12075	DISTRICT ENGINEERING SERVICES	67,088.04
11/19/2021	12119	Job#18-F1 Disaster Recovery Project Management	154,758.54



## Expense Approval Report

Payment Dates: 11/1/2021 - 11/30/2021

Payment Date	Payable Number	Description (Item)	Amount
11/19/2021	12130	DISTRICT ENGINEERING	36,843.27
Vendor 03002 - Water Works Engineers Total:			258,689.85
Vendor: 02747 - Wienhoff & Associates, Inc.			
11/19/2021	102412	ANNUAL CONSORTIUM MEMBERSHIP	800.00
Vendor 02747 - Wienhoff & Associates, Inc. Total:			800.00
Vendor: 02753 - Wilson Printing and Signs			
11/19/2021	20656	OFFICE SUPPLIES	64.35
Vendor 02753 - Wilson Printing and Signs Total:			64.35
Vendor: 02778 - Wurth USA Inc.			
11/12/2021	97171277	CONSTRUCTION SUPPLIES	184.17
Vendor 02778 - Wurth USA Inc. Total:			184.17
Vendor: 02787 - Zee Service Company			
11/30/2021	724709482	Safety Supplies	115.53
Vendor 02787 - Zee Service Company Total:			115.53
Vendor: 02867 - Zenner USA			
11/12/2021	62144-IN	METER TRAINING	5,600.00
Vendor 02867 - Zenner USA Total:			5,600.00
Grand Total:			1,598,258.53

# *Paradise Irrigation District*

## Detail of Disbursements Report

Check Numbers 57124 - 57233

Check#	Date	Vendor/Employee	Amount	% of Total Monthly Disbursements
57138	11/05/2021	RCI General Engineering	577,070.91	36.11%
57142	11/05/2021	Santos Excavating	254,354.90	15.91%
57209	11/19/2021	Water Works Engineers	191,601.81	11.99%
57146	11/05/2021	Water Works Engineers	67,088.04	4.20%
57166	11/12/2021	Genterra Consultants, Inc.	44,858.53	2.81%
57124	11/05/2021	ACWA/JPIA	34,178.39	2.14%
57157	11/12/2021	ACWA/JPIA	34,178.39	2.14%
57208	11/19/2021	UtiliQuest	25,846.53	1.62%
57190	11/19/2021	Carus Corporation	24,163.43	1.51%
57141	11/05/2021	Roberts & Brune Company	21,452.94	1.34%
57225	11/30/2021	Pacific Gas & Electric Company	15,891.24	0.99%
DFT0004952	11/15/2021	Internal Revenue Service	14,180.20	0.89%
DFT0004964	11/29/2021	Internal Revenue Service	14,094.82	0.88%
DFT0004940	11/01/2021	Internal Revenue Service	13,763.34	0.86%
57224	11/30/2021	Normac	13,716.02	0.86%
57198	11/19/2021	Minasian, Meith, Soares, Sexton & Cooper, LLP	13,320.00	0.83%
DFT0004965	11/29/2021	Internal Revenue Service	12,637.83	0.79%
DFT0004953	11/15/2021	Internal Revenue Service	12,368.85	0.77%
57229	11/30/2021	Santos Excavating	12,225.00	0.76%
57130	11/05/2021	Ferguson Enterprises, Inc	11,865.17	0.74%
DFT0004941	11/01/2021	Internal Revenue Service	11,610.91	0.73%
57193	11/19/2021	Ferguson Enterprises, Inc	9,619.93	0.60%
57125	11/05/2021	Advanced Document Concepts For Business	8,613.54	0.54%
DFT0004960	11/26/2021	ICMA Retirement Trust-457	8,003.04	0.50%
DFT0004948	11/12/2021	ICMA Retirement Trust-457	7,490.66	0.47%
57137	11/05/2021	Peterson	7,447.85	0.47%
57206	11/19/2021	US Bank Corporate Payment System	6,709.86	0.42%
57159	11/12/2021	Bartle Wells Associates	6,205.00	0.39%
57217	11/30/2021	Ferguson Enterprises, Inc	5,683.81	0.36%
57183	11/12/2021	Zenner USA	5,600.00	0.35%
57173	11/12/2021	Northstate Aggregate, Inc.	5,129.15	0.32%
DFT0004963	11/29/2021	Employment Development Dept.	4,696.48	0.29%
DFT0004951	11/15/2021	Employment Development Dept.	4,652.82	0.29%
DFT0004939	11/01/2021	Employment Development Dept.	4,340.98	0.27%
57133	11/05/2021	Jensen Precast	4,169.93	0.26%
57215	11/30/2021	Broad & Gusman	4,000.00	0.25%
57128	11/05/2021	BC Laboratories, Inc.	3,740.00	0.23%
57160	11/12/2021	BC Laboratories, Inc.	3,529.00	0.22%
57164	11/12/2021	Ferguson Enterprises, Inc	3,497.57	0.22%
DFT0004967	11/29/2021	Internal Revenue Service	3,446.74	0.22%
DFT0004955	11/15/2021	Internal Revenue Service	3,316.36	0.21%
DFT0004943	11/01/2021	Internal Revenue Service	3,218.84	0.20%
57136	11/05/2021	Pace Supply	3,078.34	0.19%
57163	11/12/2021	Corrpro	2,998.00	0.19%
57230	11/30/2021	Slate Geotechnical Consultants	2,910.00	0.18%
57165	11/12/2021	FGL Environmental	2,657.00	0.17%
57127	11/05/2021	AWWA	2,443.00	0.15%
DFT0004958	11/26/2021	ICMA Retirement Trust-401	2,314.31	0.14%
DFT0004959	11/26/2021	ICMA Retirement Trust-457	2,314.31	0.14%
DFT0004946	11/12/2021	ICMA Retirement Trust-401	2,157.83	0.14%
DFT0004947	11/12/2021	ICMA Retirement Trust-457	2,157.83	0.14%
57168	11/12/2021	Hunt & Sons, Inc.	2,154.71	0.13%

Check#	Date	Vendor/Employee	Amount	% of Total Monthly Disbursements
57144	11/05/2021	Verizon Wireless	2,041.76	0.13%
57167	11/12/2021	Herc Rentals	1,944.98	0.12%
57179	11/12/2021	Teresa Contreras	1,785.00	0.11%
57205	11/19/2021	Sable Computer Inc.	1,739.00	0.11%
57196	11/19/2021	Hunt & Sons, Inc.	1,717.55	0.11%
DFT0004966	11/29/2021	Employment Development Dept.	1,349.22	0.08%
57218	11/30/2021	Hunt & Sons, Inc.	1,302.93	0.08%
DFT0004954	11/15/2021	Employment Development Dept.	1,300.08	0.08%
DFT0004942	11/01/2021	Employment Development Dept.	1,252.53	0.08%
57231	11/30/2021	Standard Insurance Company	1,110.14	0.07%
DFT0004961	11/26/2021	ICMA Retirement Trust-457	1,089.85	0.07%
57162	11/12/2021	Brooke Lynn Winter	1,010.00	0.06%
DFT0004949	11/12/2021	ICMA Retirement Trust-457	1,006.85	0.06%
DFT0004962	11/26/2021	ICMA Retirement Trust-457	973.10	0.06%
DFT0004950	11/12/2021	ICMA Retirement Trust-457	892.28	0.06%
57188	11/19/2021	Batteries Plus Bulbs	869.81	0.05%
57192	11/19/2021	Comcast Business	851.43	0.05%
57197	11/19/2021	Long Family Enterprises, Inc.	835.16	0.05%
57210	11/19/2021	Wienhoff & Associates, Inc.	800.00	0.05%
57169	11/12/2021	I.B.E.W. Local Union 1245	752.94	0.05%
57219	11/30/2021	I.B.E.W. Local Union 1245	752.94	0.05%
57129	11/05/2021	Comcast	732.16	0.05%
57203	11/19/2021	Pitney Bowes Purchase Power	683.38	0.04%
57189	11/19/2021	Berkeley Research Group, LLC	672.00	0.04%
57186	11/19/2021	Airgas USA, LLC	621.92	0.04%
57191	11/19/2021	Cedar Creek Publishing	561.65	0.04%
57143	11/05/2021	Thomas Ace Hardware	560.61	0.04%
57232	11/30/2021	Thomas Ace Hardware	523.58	0.03%
57222	11/30/2021	Mark Baker	495.00	0.03%
57199	11/19/2021	North Valley Barricade	441.78	0.03%
57126	11/05/2021	Aramark Uniform Services	434.27	0.03%
57158	11/12/2021	Aramark Uniform Services	426.34	0.03%
57187	11/19/2021	Aramark Uniform Services	426.34	0.03%
57212	11/30/2021	Aramark Uniform Services	426.22	0.03%
57216	11/30/2021	Diesel Emissions Services	338.64	0.02%
57175	11/12/2021	Pace Supply	328.35	0.02%
57180	11/12/2021	Thomas Ace Hardware	303.83	0.02%
57172	11/12/2021	Northern Recycling & Waste Srvs	276.77	0.02%
DFT0004944	11/12/2021	Aflac	276.06	0.02%
DFT0004956	11/26/2021	Aflac	276.06	0.02%
57177	11/12/2021	Riebes Auto Parts	275.24	0.02%
57131	11/05/2021	FGL Environmental	272.00	0.02%
57204	11/19/2021	Rankin Stock Heaberlin Oneal	266.50	0.02%
57202	11/19/2021	O'Reilly Auto Parts	243.52	0.02%
57145	11/05/2021	VistaNet inc.	239.00	0.01%
57170	11/12/2021	International Brotherhood of 137 TCWH	224.31	0.01%
57221	11/30/2021	International Brotherhood of 137 TCWH	224.31	0.01%
57201	11/19/2021	Office Depot	214.46	0.01%
57185	11/19/2021	Advanced Document Concepts For Business	213.63	0.01%
57178	11/12/2021	Sunrise Environmental	203.42	0.01%
57223	11/30/2021	MJB Welding Supply	196.42	0.01%
57135	11/05/2021	O'Reilly Auto Parts	193.32	0.01%
57227	11/30/2021	Rental Guys	193.09	0.01%
57182	11/12/2021	Wurth USA Inc.	184.17	0.01%
DFT0004945	11/12/2021	Sterling Health Services, Inc DBA	167.30	0.01%
DFT0004957	11/26/2021	Sterling Health Services, Inc DBA	167.30	0.01%
57139	11/05/2021	Rental Guys	164.86	0.01%

Check#	Date	Vendor/Employee	Amount	% of Total Monthly Disbursements
57176	11/12/2021	Plan B Professional Answering Service	155.00	0.01%
57228	11/30/2021	Riebes Auto Parts	142.31	0.01%
57171	11/12/2021	Interstate Batteries of the Rogue River	136.15	0.01%
57132	11/05/2021	J C Nelson Supply Co.	134.69	0.01%
57161	11/12/2021	Boot Barn, Inc	125.00	0.01%
57214	11/30/2021	Boot Barn, Inc	125.00	0.01%
57134	11/05/2021	Office Depot	124.98	0.01%
57233	11/30/2021	Zee Service Company	115.53	0.01%
57174	11/12/2021	Office Depot	99.28	0.01%
57194	11/19/2021	FGL Environmental	88.00	0.01%
57200	11/19/2021	Northern Recycling & Waste Srvs	81.72	0.01%
57181	11/12/2021	USA Blue Book	80.71	0.01%
57220	11/30/2021	Infinisource Cobra Compliance	80.00	0.01%
57213	11/30/2021	AT&T	66.68	0.00%
57211	11/19/2021	Wilson Printing and Signs	64.35	0.00%
57140	11/05/2021	Riebes Auto Parts	32.38	0.00%
57195	11/19/2021	Fiserv Solutions, LLC	9.30	0.00%
57226	11/30/2021	Pacific Gas and Electric	7.95	0.00%
57207	11/19/2021	**Void**	-	0.00%
Total			1,598,258.53	



## Mission Statement

*We are dedicated to 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 community.*

**Our water. Our future.**  
Paradise Irrigation District

## Strategic Plan Progress Report-12/21

Organization Goal: Transform business to be the model all businesses want to replicate.

### Customers

Objective: Provide Exceptional Customer

Goal	Lead	By Date	Status	Complete
Create a Report on Updates to Customer Service Processes (for Board)	Mickey Rich	6/30/2021		✓
Create a Follow-up 'Voice of the Customer' Survey (based on the 'Voice of the Customer' Survey Conducted in 2020.	Mickey Rich	7/1/2022		
Develop a 'Service Survey' to Be Used at the Completion of Service Delivery.	Dir. Sulik	9/1/2021		✓
Develop a Communication/Promotion Plan for 'Sharing Good News'	Dir. Sulik	9/1/2021		✓

### Finance

Objective: Improve Financial Sustainability

Goal	Lead	By Date	Status	Complete
Identify Opportunities for New Products and or Service Lines.	Tom Lando	4/1/2022		
To Establish a Plan to Create a Financial Reserve.	Tom Lando	10/15/2021	initiated	
To Identify Grant/Funding Opportunities	Dir. Hinman	9/1/2021		ongoing
Identify a Committed Grant Writer	Dir. Hinman	9/1/2021		✓

### Operations

Objective: Enhance Operation Efficiencies

Goal	Lead	By Date	Status	Complete
Perform Employee Role Assessment	Tom Lando	10/15/2021		ongoing
Initiate Project to Develop Organization Standard Operating Procedures (SOP's) and Standard Work Instructions (SWI's)	Tom Lando	9/1/2021	initiated	

### People

Objective: Maximize Our Investment in People

Goal	Lead	By Date	Status	Complete
Develop a Plan for a Phased Approach Formal Training Program	Dir. Hansen	5/1/2022	initiated	
Develop Draft of a Plan for PID Career Tracks	Dir. Hansen	9/1/2021	initiated	
Research or Perform a Compensation Comparison Analysis	HR Firm	12/23/2023		
Develop an Employee Incentive Program	Dir. Hansen	9/1/2021	initiated	

<span style="color: green;">■</span>	Green - On Track
<span style="color: yellow;">■</span>	Yellow-Encountering Barriers to Complete on Time but Still Progressing
<span style="color: red;">■</span>	Red-Full Stop: Consider Course Corrections.

The Paradise Irrigation District will be the Gold Star Standard of business models. We will provide exceptional service to our customers and a quality product. Our financial independence will be the result of our innovative approach to the development of new products and or lines of service in tandem with precision financial and operational management. | We will prioritize our team members by investing in their work environment and providing opportunities for their future development and advancement. We will be dedicated and productive community partners, and as the regional People's Water District we will be leaders in sustainability, maintaining a net-neutral to net-positive impact on the environment.

## Customer Service Activity Report – November 2021

### Service Requests

Row Labels	Sum of Count
Account Management	240
Activate Water w/Backflow	28
Backflow Maintenance	31
Construction Support	8
Disconnect	0
Field Customer Service	41
Field Maintenance	11
From Active to Ready-to-Serve	13
New Meter Order	3
No Water	5
Transfer Ownership	65
Water Quality	6
<b>Grand Total</b>	<b>451</b>

**Decreased** from 695 service requests in October

### Phone Activity

Phone Activity	Oct. 2021	Nov. 2021	Trend
Average calls per day	23.6	18.8	Decreased
Average abandoned per day	0.8	0.6	Decreased
Average time abandon	1:31 min	1:09 min	Decreased
Average time to handle	25 seconds	25 seconds	Unchanged

### Payments Processed

Method Payment	Oct. 2021	Nov. 2021	Trend
Automated Phone System	111	62	Decreased
Customer Service Staff	1535	817	Decreased
Web Portal	912	307	Decreased
<b>Total</b>	<b>2558</b>	<b>1186</b>	<b>Decreased</b>

# Customer Service - Improved Communication Processes Report

## Updated 12/8/2021

Date	Ordered	Completed	Remaining	Avg days to Install
2019	1473	1471	2	76
Qtr2	445	445	0	78
Qtr3	651	650	1	90
Qtr4	377	376	1	60
2020	1043	1038	5	62
Qtr1	290	289	1	95
Qtr2	313	312	1	79
Qtr3	230	230	0	44
Qtr4	210	207	3	31
2021	589	554	35	26
Qtr1	123	123	0	20
Qtr2	228	223	5	27
Qtr3	175	168	7	43
Qtr4	63	40	23	14
Grand Total	3105	3063	42	53

- With the wet weather, PID crews have seen a reduction in contractor-caused mainline breaks allowing time to focus on installing backflow devices for customers. The current outstanding backflow installs require either mainline repair or service lateral replacement. PID crews are installing what they can but some may be deferred to RCI for install. For installs that are delayed, customer service reps are reaching out the customer to keep them informed of the status.
- Communication**
  - When a property changes ownership the customer is sent a new owner letter informing them of their billing schedule and water quality. Included in this correspondence is a welcome magnet with our phone number.
  - Office staff inform customers of the approximate timeline for water installation and notify customers by telephone once their water service is connected.
    - The field and contractors are responsible for communicating any delays to office staff. This process is evolving, and the team has identified areas for improvement.
  - The office manager and one customer service rep attend the weekly meter project meeting.
  - New this month** – Customer service has received training from water treatment staff and more training is scheduled. Field and Water Treatment staff have scheduled training sessions to keep office staff informed and educated on water quality and field processes. This training helps office staff better answer a customer's technical questions.
  - WaterWorks has developed an information spreadsheet to streamline information flow. This tool has become invaluable in answering our customer's project-related questions.
  - Difficult questions and water request delays are escalated to the office manager who coordinates resolution with the field, contractors, and customer.
- Written Communication Improvement**

- Mass correspondence, when time allows, is sent to the community relations committee and board for review.
- The following rubric has been developed for internal review:
  - Friendly and professional consistency
  - Absent of internal jargon
  - Clarity of dates and deadlines
  - Test for all the following components: who, what, when, where
  - Formatting that directs the reader's eye to any required action.
- **Escalation of water service requests**
  - Service is installed as requested, or escalated
    - Level 2 - Escalated to a crew to attempt to resolve
      - These are usually cases where the service line cannot be located and a large number are resolved.
    - Level 3 – Requires significant work including mainline work that will need to be scheduled as a project.
    - RCI is planning to bring on a third service lateral replacement/ meter install crew in January. This crew will focus on new water requests with the goal of eliminating long wait-times for new water requests.
    - **New this month –** Meter shop supervisor is performing site assessments daily to identify any potential challenges with water installation. Information is reported back to customer service personnel and the customer is notified right away of any potential issues or delays.
    - **New this month –** Our district engineer, Blaine is performing the meter installation evaluation and available to answer customer questions at the counter. Customer service reps indicate having Blaine here and available has eliminated some customer frustration and the time to get orders processed has improved greatly.



**STAFF REPORT  
FIELD OPERATIONS  
November 2021**

**TRANSMISSION & DISTRIBUTION**

**MAINTENANCE WORK.**

- Our crews have been taking care of leaks/maintenance issues.
- 52 Leak repairs between mainlines and services

**SERVICE LINE REPLACEMENT/Water REQUEST**

- PID crews have replaced 18 service lines
- 64 Backflow devices were installed
- 33 Flow test were performed

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

- 2 new meters and a 6" fire line for the High School project were completed
- 1 new meter and a 6" fire line for the Ridge View project was completed

**PIPELINE PROJECTS AND EXTENSIONS**

Currently pressurizing mains and making repairs for testing. Leak repair is still steady and a daily occurrence.

**SUMMARY**

The crews have been able to locate and make repairs for water request and have lowered the number of outstanding request. RCI cannot replace service lines on mains smaller than 4" and this work has been steady for PID crews. We were able to coordinate with the contractors at the High School to perform the work during Thanksgiving week when school was out. The fire hydrant order came in so we will be scheduling these repairs going forward. The District may want to start looking into purchasing a new Vac unit. This is the main tool/equipment that is used on a daily basis. The Vac unit has got to the point where it is needing repair work done monthly and causes progress to be put on hold when it is down. We have looked around and cant find one to rent anywhere. Mr. Cooper is currently looking around for options. We are just simply putting more hours than normal on all of our equipment due to the work load. PG@E is ramping up for the next two years and I am not sure if we are going to be able to keep up with the demand of work this will cause the field crews if we have equipment down.

**STAFF REPORT**  
**WATER TREATMENT PLANT**  
**November 2021**

**WATER TREATMENT**

- Production at the District's treatment plant for the month of November varied between 1.6 and 2.2 mgd, with the average day being 1.9 mgd.

- Compared to:

	<u>pre-fire November 2017</u>	<u>November 2020</u>
Low	4.0	2.4
High	2.4	4.6
Avg.	2.9	3.1

- Treatment Plant remains closed to the public due to the pandemic. Treatment Personnel do our best to keep the plant disinfected and to social distance both at work and at home. We are such a small group we can't afford to have someone sick.
- Completed required monthly reporting to Department of Drinking Water and Regional Water Control Board.
- Colleen and Ameen with WaterWorks is issued the RFP for the second part of the design of the Magalia dam repair.
- Clint Stanley started work at the Plant as the Maintenance Mechanic. He is really excited about working at the Plant and has been very busy.
- Tesla is getting close to completing the battery system at the Plant and Pump Station.

**D Tank Well**

- Durham pump installed the new pump and necessary parts to replace the pump in the well. We will sample the well and put it online in December to begin pumping the water we have sold to Del Oro.

**Staffing**

- Treatment staff continues to work hard to stay on top of all required production and regulatory activities fitting in when we can necessary maintenance.
- We are doing annual Filter maintenance and measuring the Clarifiers for how much media we need to add.

**MAGALIA/PARADISE DAMS**

- Genterra came and did some coring of the Magalia as part of their spillway evaluation and preparation for designing a gabion wall to shore up the existing wall.

- Monthly monitoring of piezometers at Magalia and Paradise dams was performed and reported to our consultant.

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

- Laura Capra, Water Quality Technician, continues to work with Waterworks Engineering in the recovery of the system. We are still clearing mains that have been off since the fire.
- Surveillance Monitoring of the distribution system (started September 2020) will be ongoing for the next couple of years. By the end of November, we had performed 1238 surveillance samples of the system. Of those, only one sample had a detect for Benzene, but when resampled was non-detect. These results are continuing to be very promising.
- Routine Sampling – 4 Bacteriological samples are taken each week at locations throughout the Distribution system. They are analyzed for Total Coliforms, Fecal Coliform & E. Coli. These samples verify the potability of the water in the system.

#### **November 2021, WATER QUALITY**

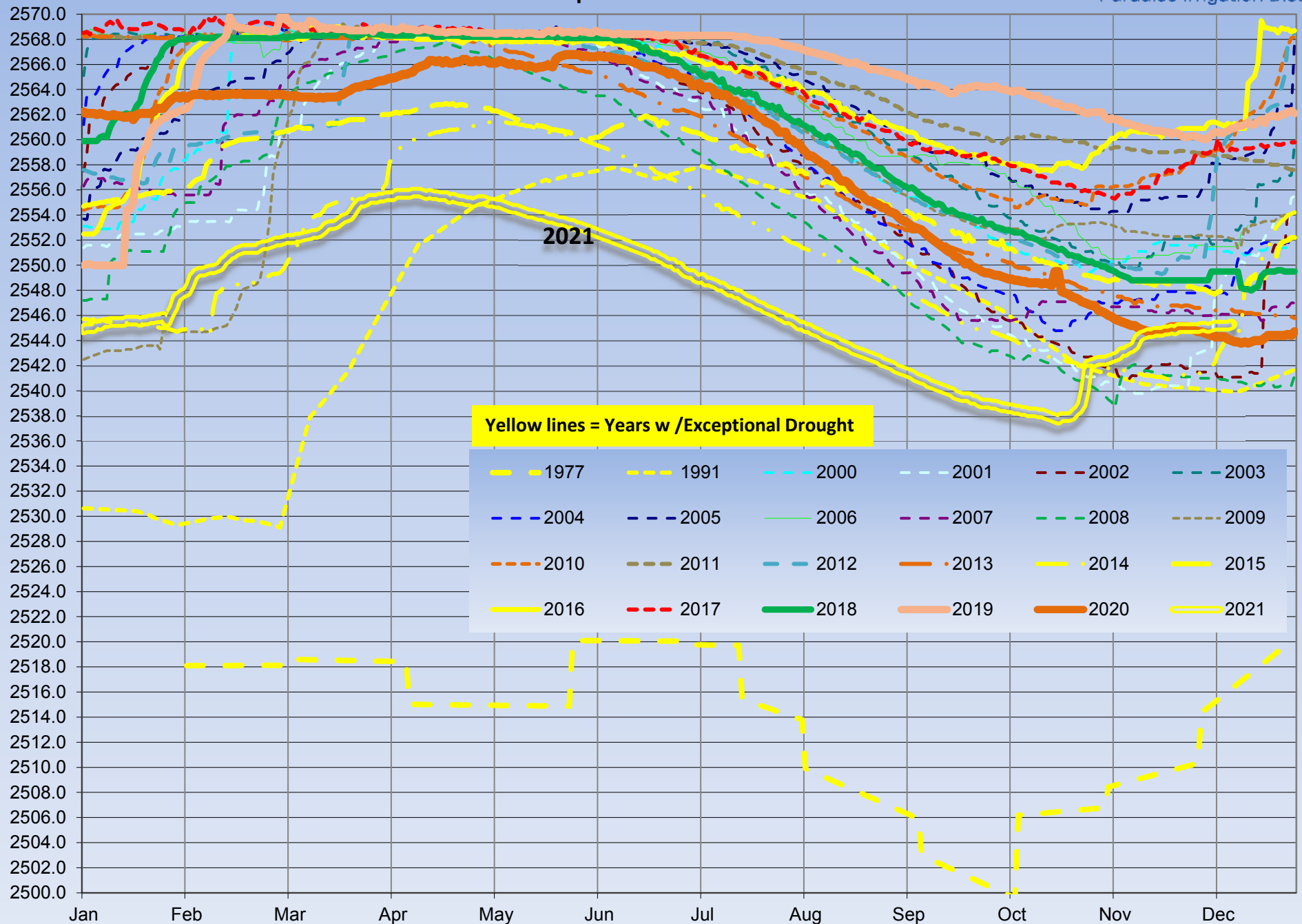
- Average daily production: 1.9 mgd
- Average effluent turbidity: 0.04 ntu
- Average raw water turbidity: 1.25 ntu

#### **Water Levels (as of 11/30/2021)**

- Magalia Reservoir 2197.1'
- Paradise Lake -23.0'
- Percentage of Water in Storage 60% of Total Available
- Rainfall for 2021/2022 rainfall year:

▪ October	Magalia Res. 15.8"	Paradise Lake 15.48"
▪ November	5.75"	4.65"
▪ December		
▪ January		
▪ February		
▪ March		
▪ April		
▪ May		
▪ June		
▪ July		
▪ August		
▪ September		
Total for 2021/2022 Rain Year	21.55'	20.13"
Average Rainfall	64.00"	65.20"

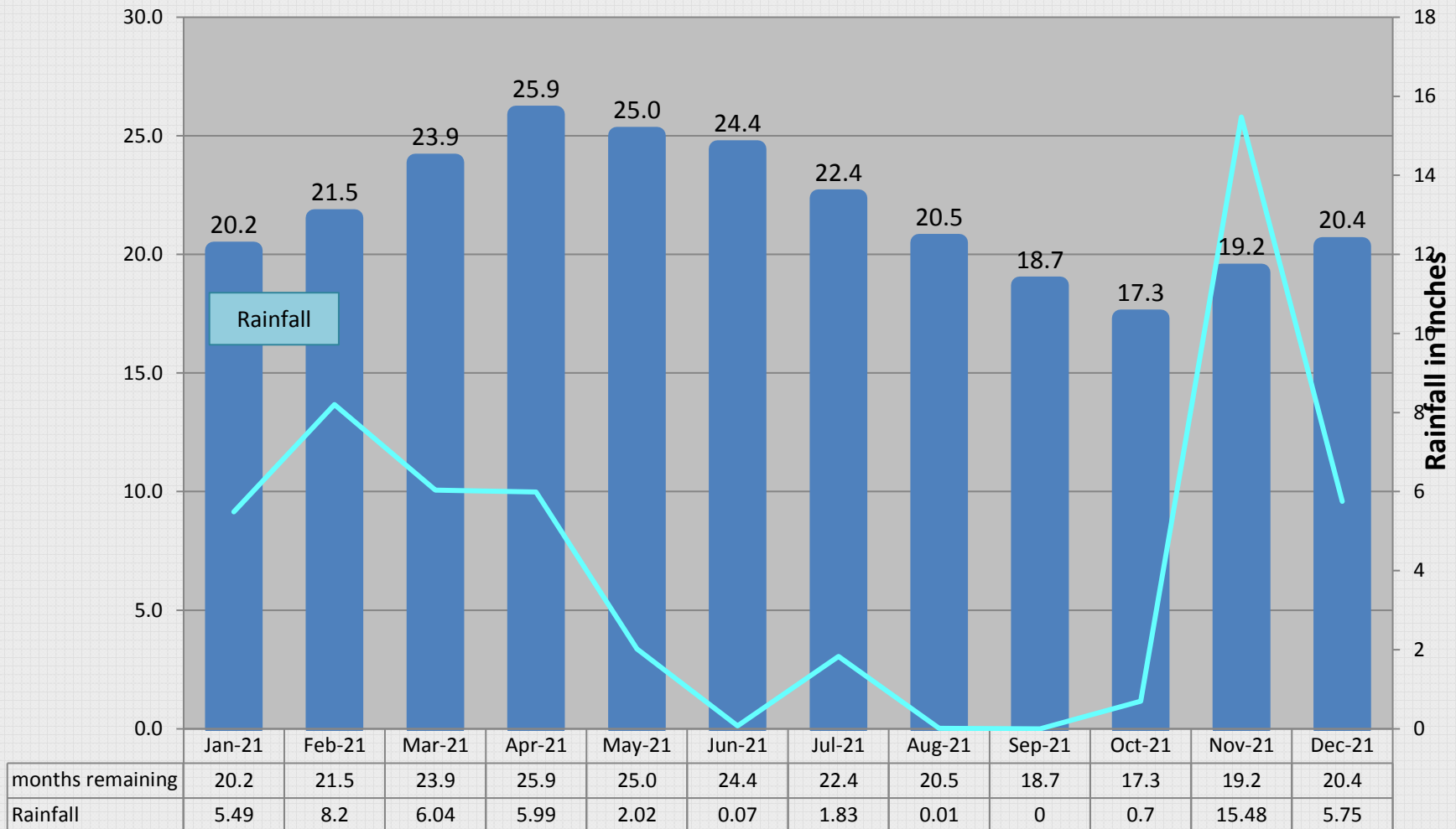
Paradise Lake Elevation  
Updated 11/08/2021  
Spill = 2568.1



# Months of Supply Remaining on the First of the Month with No Future Rain Based on 2020/21 Use

Full Reservoir Supply is 33.84 Months of Supply Remaining. Water use from Oct 2020 through Oct 2021 averaged 363 acre feet per month

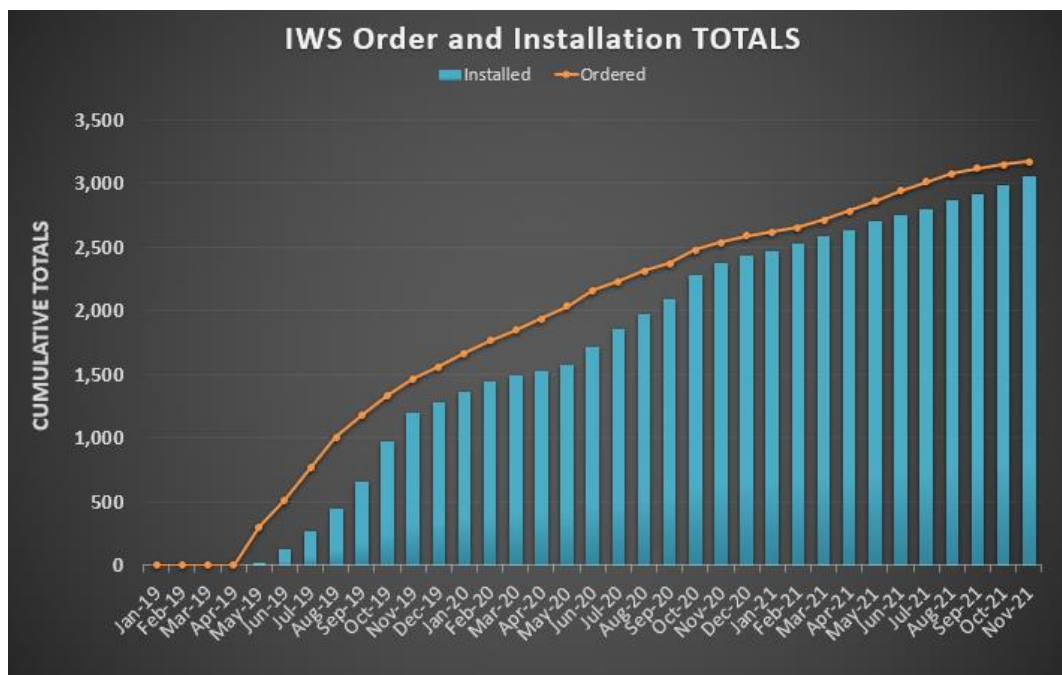
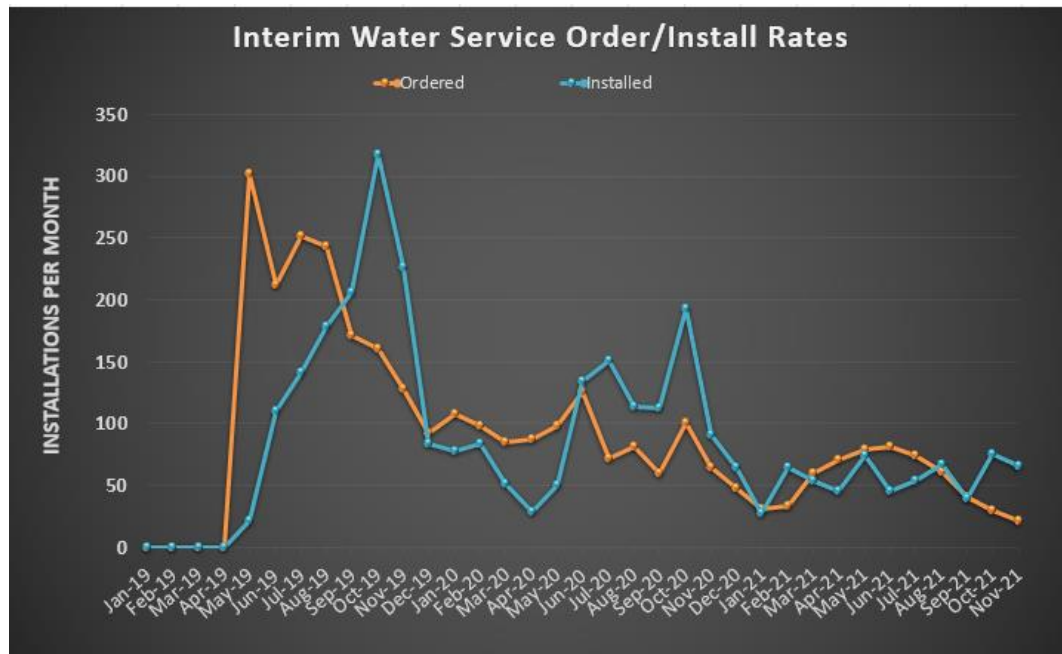
Pre-November 2018 Full reservoir



## Water Supply Recovery Program Update

### Interim Water Service

The Interim Water Service program continues to wind down. IWS orders in November continued to decrease in pace down to below 25/mo. There were approximately 70 IWS installations in November, dropping the IWS backlog down to below 50. Although this program has been winding down, under a separate agenda item, we will discuss the potential for continuing the Interim Water Service Program with the addition of temporary metering in order to make sure we continue to address customer needs.

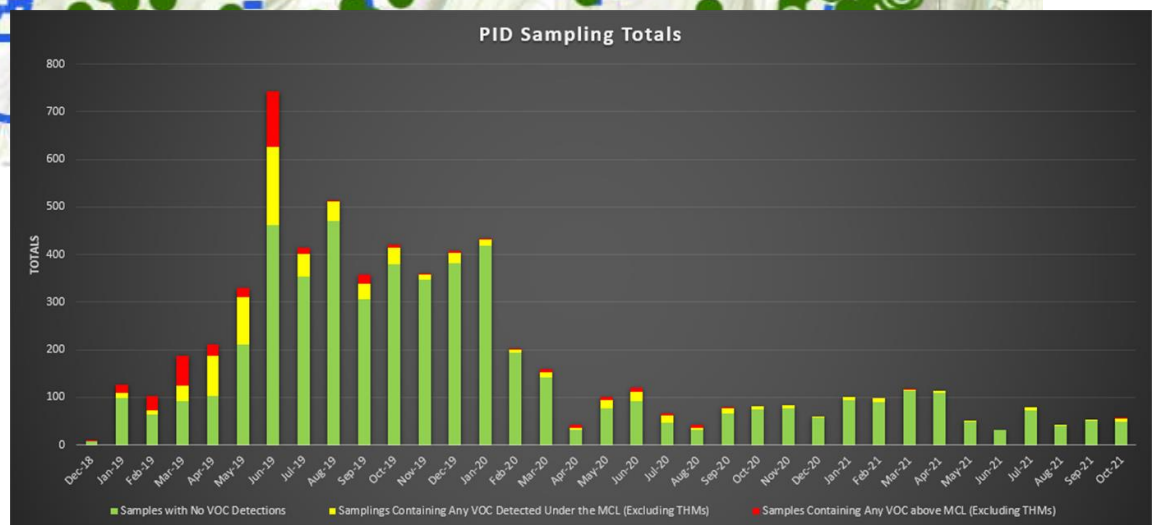
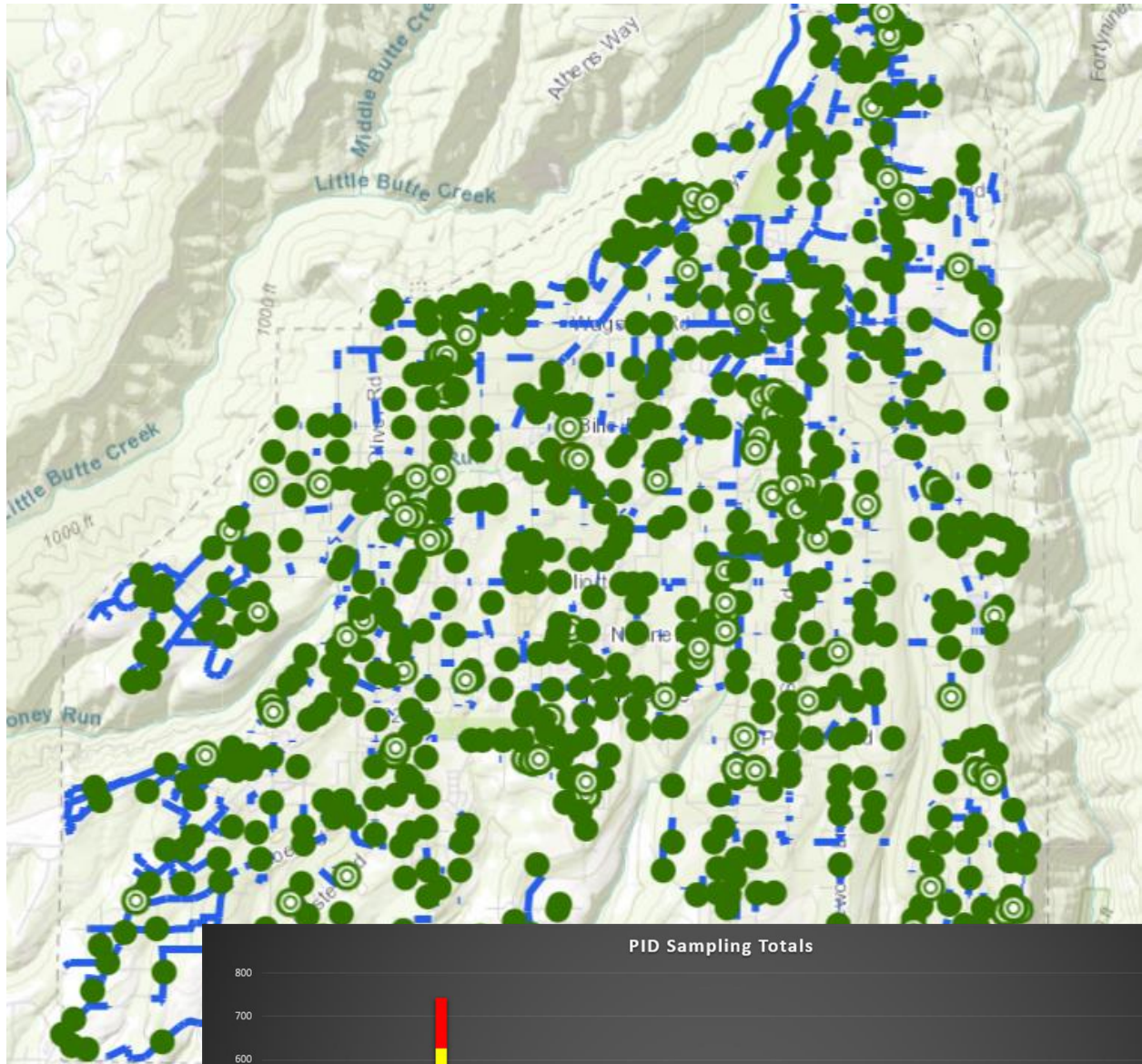




# Water Supply Recovery Program Update

## Water Quality Assurance Monitoring

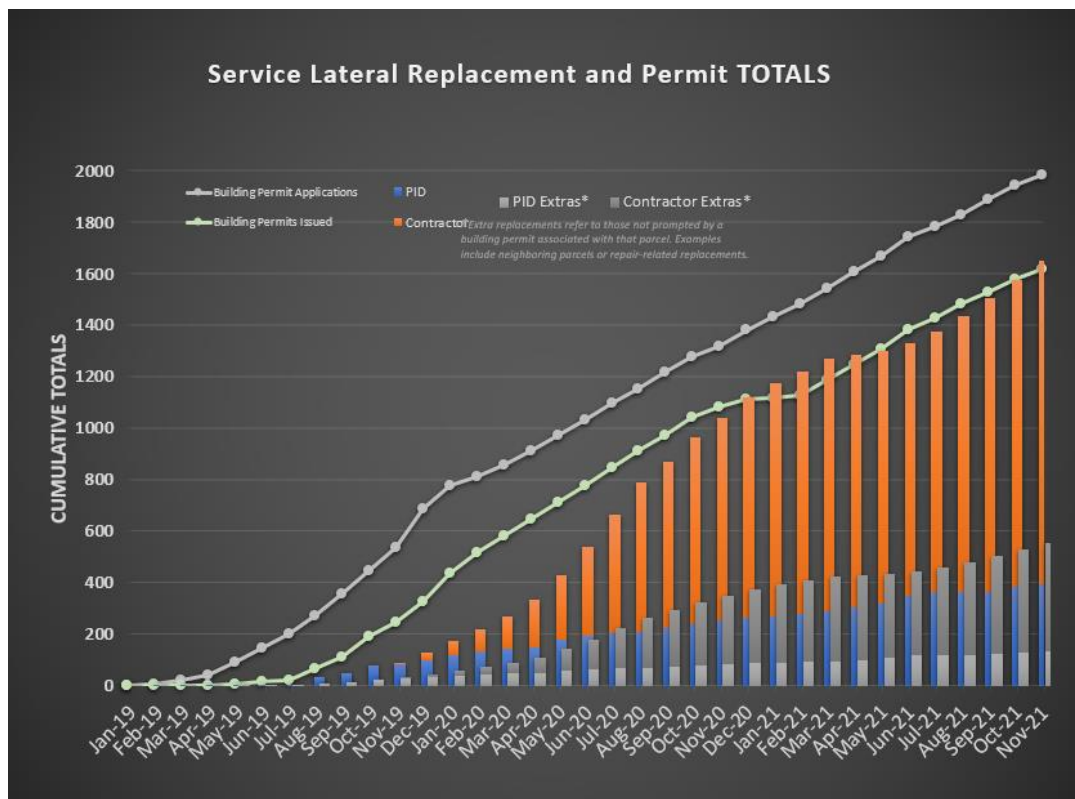
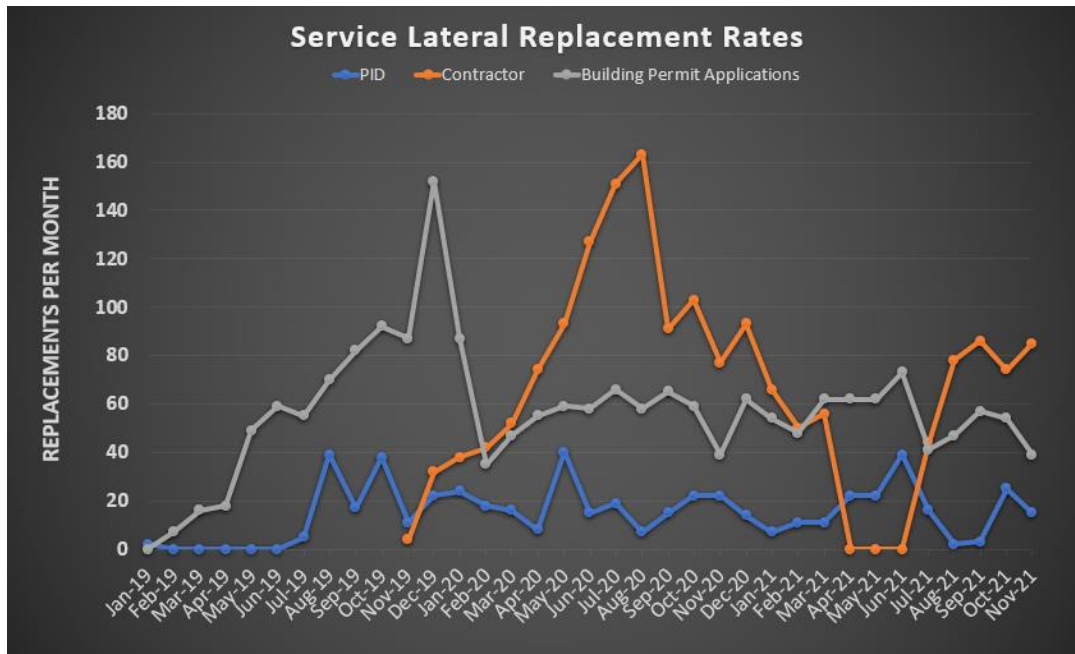
Water Quality Assurance Monitoring continues with no fire related VOC violations discovered.



# Water Supply Recovery Program Update

## Meter Installation and Service Lateral Replacement Program

The Meter Installation and Service Lateral Replacement (MISLR) project continued at a similar pace of installation in November with just over 80 completed by RCI prior to month's end. New permit applications at the Town of Paradise dropped to 40/mo. We remain ahead of issued building permits and continue to support the town rebuilding efforts.

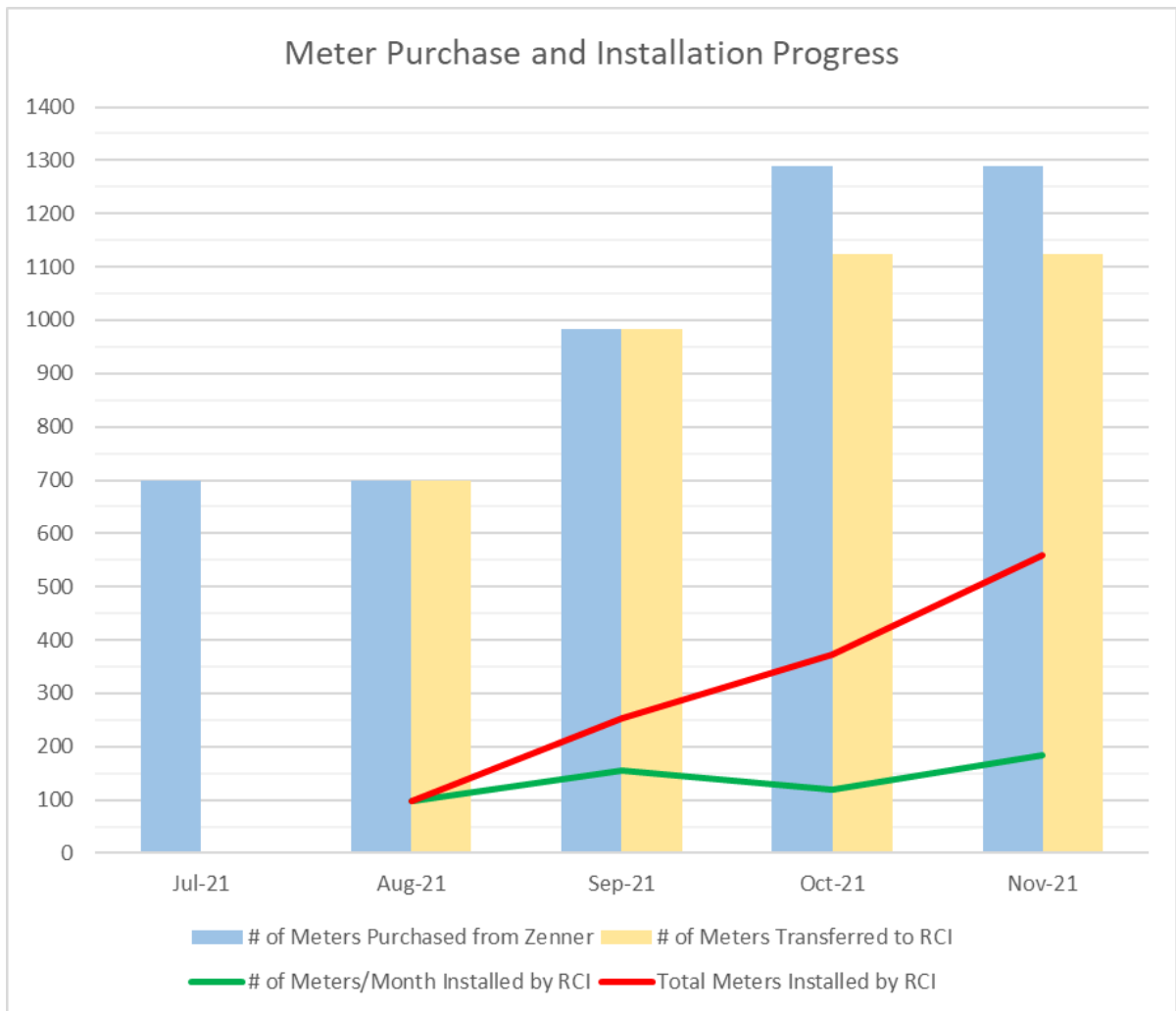




# Water Supply Recovery Program Update

## Meter Replacement Program

Through the end of November a total of 1,288 meters have been purchased from Zenner and 1,123 have been transferred to RCI. In the month of November approximately 185 meters were installed, totaling approximately 558 meter installations from the start of the project through the end of November. MIUs have not yet been installed but will be as soon as collectors and repeaters are installed and functional. PID and Water Works continue to work with the Town of Paradise and Zenner to move forward the installation of the centralized infrastructure and integrate new meter information into PID's Tyler billing system.



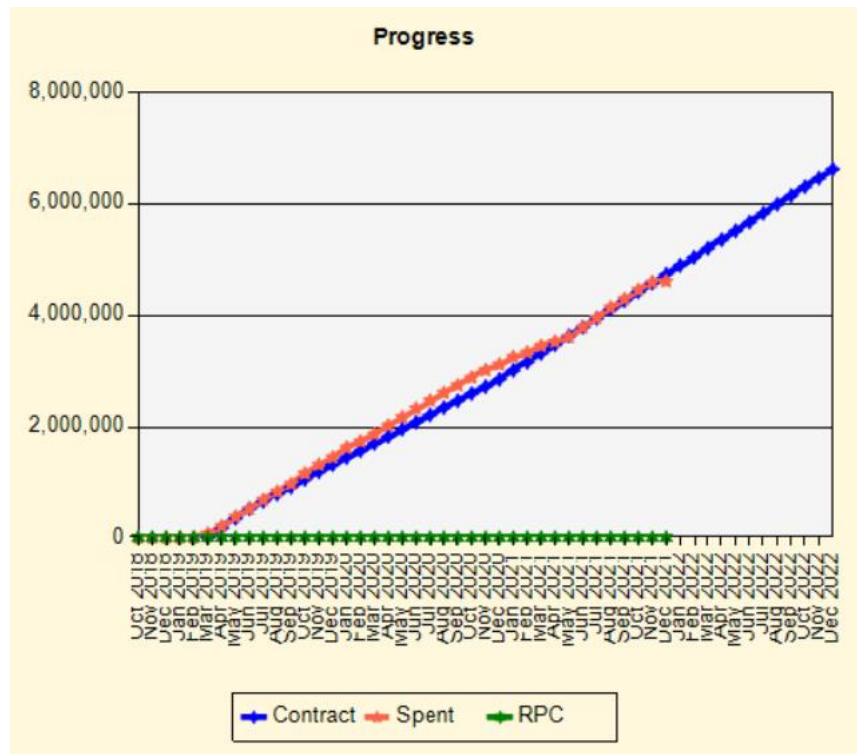
# Water Supply Recovery Program Update

## Reservoir B Replacement Project

Funding for the Reservoir B Replacement project continues to progress. The SRF/ASADRA funding application is proceeding very well. CEQA has been approved. DDW has reviewed and approved the plans and specifications. The specifications are currently under legal review by PID counsel. DFA has indicated that costs incurred after November 1, 2021 will be eligible for funding and have indicated that a final funding agreement will be available for the District to sign at the beginning of 2021. We continue to recommend that the Reservoir B Replacement Project bid documents be put out to bid in December, with bids opening in early February and Board Contract approval at the February Board meeting. This would put Notice to Proceed in early March and have the project complete by the end of 2022, perhaps Q1 of 2023.

## Budget

Total billing for October was \$149,335, continuing at just below our projected average burn rate for the remainder of the project (\$158,000/mo). We remain confident of the overall project budget and control over the average burn rate in the coming months.



## District Engineering Update

### District Engineering Support Task Status

- **Task 1 – CCCS Pipeline Easement Conveyance**  
Support for this task is complete.
- **Task 2 – Schmale Easement Relinquishment**  
Legal documents are presented in this agenda for release of the easement in question. Once approved, these documents will be recorded with Butte County and then conveyed to the property owner and Town of Paradise for record. Support for this task is complete.
- **Task 3 - PGE Easement at the Water Treatment Plant**  
Survey completed in October 2020. Discussion of options to route power underground through the roadway along the dam crest rather than hardened above ground infrastructure as previously discussed.
- **Task 4 – Tesla Battery Backup Program**  
Preconstruction conference held 9/2/21 and field work began 9/7/21. Work at Pump Station 2 is almost complete with a small amount of work with the batteries remaining to be done. Work at the Water Treatment Plant is underway with most equipment installed and some investigation related to the tie in left to complete in the field. Work is being coordinated through Bill Taylor.
- **Task 5 – Magalia Dam Engineering Study**  
Coordination with Aptim to determine if additional grant funding will be needed in addition to the current funds remaining (~800k), and how to approach FEMA for any possible unobligated funds to add to the project. Possibility of CDBG funding in partnership with Butte County, coordination with their interest in widening skyway. 100% design process may be combined with either the design of the roadway, or consideration for a future roadway project. RFP has been sent to consultants with responses due at the end of the month.
- **Task 6 – DDW Permit Renewal**  
Support for this task is complete.
- **Task 7 – Public Records Act Request – Pentz Road**  
Support for this task is complete.
- **Task 8 – Water Main and Easement - Jarvis/Roe Rd**  
Support for this task is complete.
- **Task 9 – Miocene Canal**  
No additional update at this time.
- **Task 10 – Almond Street Main Replacement Project**  
New main pressure and water quality testing complete, working on final tie-ins to adjacent mains, active customer service laterals, and remaining hydrants. Project anticipated for completion around the end of the year. Once complete in the field, Notice of Completion will be brought before the Board and then recorded with Butte County.

#### **Task 11 – Dam Safety Emergency Action Plan**

Next steps : stakeholder meeting with surrounding agencies. WWE staff will coordinate with PID staff to facilitate this meeting and final plan input from these agencies.

- **Task 12 – Meter Insurance Claim**

# District Engineering Update

Pending further feedback from JPIA or other data needs.

- **Task 13 – Leak Detection**

Preparation underway on a Work Plan for leak repairs prioritized by severity. Leak repairs to be cross referenced with planned main segment replacements as well as PG&E planned underground projects to streamline underground work before Town of Paradise paving is planned as much as possible.

- **Task 14 – Development Review Support**

Continue to provide support for development review requests as they are sent by the Town of Paradise. Participation in biweekly meetings to discuss any upcoming support needs, outstanding reviews, or other related issues. This task has been transitioned to Blaine Allen, representing PID.

- **Task 15 – Special District Funds Grant Application**

Developed, approved by the Board and submitted at the end of October. Notified that PID has been awarded \$269,200 in grant funding to support energy resilience for critical facilities during power outages. Progress report submitted in November with current project status. This project is currently out to bid with bids due in January. The goal is completion of construction in March 2022.

- **Task 16 – Zone A Pipeline and WTP Grant**

Grant in CEQA review at this time.

- **Task 17 – Urban Water Management Plan**

UWMP and WSCPs submitted to DWR in advance of the July 1 deadline. Final plan documents sent and posted in all required formats and locations (PID office, CA State Library, PID website, etc)

- **Task 18 – SPCC Plan**

Updated and corrected plan submitted to Butte County as required. Training underway for PID staff on future responsibilities and updates for this plan.

- **Task 19 – Easement Release Request – Apple View Way**

Property record and easement research to support this inquiry/request. Data transmitted to the customer, in coordination with the Town of Paradise. Support for this task complete.

- **Task 20 – New Meter Estimate – Newland Rd**

Property and infrastructure research to provide engineering input on this request.

- **Task 21 – New Meter Estimate – 6148 Skyway**

Property and infrastructure research to provide engineering input on this request.

- **Task 22 – Luther Drive Development**

Property record, easement and infrastructure research and engineering to support the need for additional water service on this property, in coordination with members of the church at this location. Pending decisions by property owners, continued support will be provided as needed.

- **Task 23 – Paradise School District Data Request**

Engineering request for infrastructure information surrounding various school sites throughout Paradise. Developed maps of relevant infrastructure, making corrections where outdated and annotations of size, material. Transmitted to customer.

- **Task 24 – RCAC Fee Study Request**

# District Engineering Update

Working with staff to develop and provide cost information for DE support on typical development related tasks.

- **Task 25 – New Meter Estimate – 6303 Harold Lane**  
Engineering review provided.
- **Task 26 – 6800 Skyway Map Request**  
Engineering review and data gathered, provided.
- **Task 27 – PID Water System Options Study**  
Engineering support for PID during the execution of the Options Study.
- **Task 28 – Lofty View – Quail Way Easement Information**  
Engineering review and research completed to provide data on easements through this area belonging to PID. Data conveyed to local surveyor requesting this information.
- **Task 29 – Development Review Request 6462 Clark Road**  
Engineering review and comments provided to the Town of Paradise.
- **Task 30 – Safe Routes to School**  
Coordination with the Town of Paradise, review of utility conflicts for this project. Attendance of preconstruction conference. Field relocation planned for a backflow device and several service laterals along Pentz in June.
- **Task 31 – Ingoglia Annexation**  
Research and engineering review of available documentation to determine steps forward for PID support of service at this location.
- **Task 32 – Development Review Request – Clark Road - Nexil**  
Engineering review and comments provided to the Town of Paradise.
- **Task 33 – Lot Line Adjustment – 4929 Foster Road - MyersBaker**  
Engineering review and comments provided to the Town of Paradise.
- **Task 34 – Brookwood Project Data Request**  
Engineering review and system data gathered, provided to requestor.
- **Task 35 – Development Review Request – 685 Pearson Road**  
Engineering review and comments provided to the Town of Paradise.
- **Task 36 – Development Review Request – 6308 Skyway**  
Engineering review and comments provided to the Town of Paradise.
- **Task 37 – Public Works Contract Support**  
Research and assistance with three outstanding contracted services necessary for Corporation/Office operations and compliance. Ongoing assistance with advertisement and procurement in accordance with PID procurement policy and District attorney recommendations.
- **Task 38 – PID Boundary Skyway**  
Research and determination of parcel in question. Info provided to PID staff and Town of Paradise.
- **Task 39 – New Meter Estimate - Regis**  
Engineering review and comments provided to PID staff.
- **Task 40 – Lupine Subdivision Review**  
Engineering review of subdivision plan set. Comments regarding design and standards developed and provided to PID staff.
- **Task 41 – Ponderosa Elementary School Development Information and Review**

# District Engineering Update

Engineering review of project. Comments regarding design and standards developed and provided to PID staff.

## **Task 42 – Doralee Water Supply Study**

Easement and water supply research. Recommendations and property data provided to PID staff. Easement need identified by staff. This project is intended to result in a new service lateral installed to increase a customer's water quality and supply, alleviating a repetitive maintenance issue. Contacted property owner and discussed possibility of easement. Owner was not interested in granting an easement so PID staff is reworking proposed plan and will meet in the field as necessary with local owners to discuss further in coming weeks.

- **Task 43 – Connie Circle Data Request**

Easement and water supply research and data gathering.

## **Task 44 – After Action Report Data**

Recovery statistics and data collected and provided to PID staff for inclusion in the After Action Report.

- **Task 45– 1091 Ewald Ct. Data Request**

Easement and water supply research. Recommendations provided to PID staff.

- **Task 46 – Water Service Policy Research**

Research into prefire policy and potential capacity issues on short dead-end mains as permitting and new services intensify.

- **Task 47 – Development Review Request – 195 Wayland Road**

Engineering review and comments provided to the Town of Paradise.

- **Task 48 – New Meter Estimate – 6203 Harvey Road**

Engineering review and comments provided to the Town of Paradise.

- **Task 49 – Town of Paradise Project Data Coordination**

Development of a Non-Disclosure Agreement for sharing distribution system data in coordination with Town of Paradise staff to designers for paving projects in Paradise. This will facilitate accurate design considerations for relocating and adjusting PID appurtenances to grade when paving is installed. Data transmitted to the Town of Paradise consultants for design. This NDA may serve for similar future larger system data requests.

- **Task 50 – New Meter Estimate – 6221 Lucky John**

Engineering review and comments provided to PID staff for development of estimate.

- **Task 51 – New Meter Estimate – 691 Thistle**

Engineering review and comments provided to PID staff for development of estimate.

- **Task 52 – Development Review Request – 533 Roberts**

Engineering review and comments provided to the Town of Paradise.

- **Task 53 – Development Review Request – 8272 Skyway**

Engineering review and comments provided to the Town of Paradise.

- **Task 54 – Development Review Request – 157 Valley Ridge**

Engineering review and comments provided to the Town of Paradise.

- **Task 55 – Development Review Request – 1239 Bille Road**

Engineering review and comments provided to the Town of Paradise.

- **Task 56 – New Meter Estimate – 1176 Pearson**

Engineering review and comments provided to PID staff for development of estimate.

# District Engineering Update

- **Task 57 – New Meter Estimate – 6148 Skyway**  
Engineering review and comments provided to PID staff for development of estimate.
- **Task 58 – New Meter Estimate – 6322 Harvey**  
Engineering review and comments provided to PID staff for development of estimate.
- **Task 59 – New Meter Estimate – Graham Road**  
Engineering review and comments provided to PID staff for development of estimate.
- **Task 60 – Development Review Request – 5885 Pentz**  
Engineering review and comments provided to the Town of Paradise.
- **Task 61 – 5399 Clark Road**  
Engineering review and comments provided to the Town of Paradise.
- **Task 62 – Development Review Request – 1797 Stark Lane**  
Engineering review and comments provided to the Town of Paradise.
- **Task 63 – Utility Data Request - Bradshaw Terrace**  
Data collection underway for transmission to requesting designer.
- **Task 64 – Paradise Avenue Fire Flow**  
Staff request for modeling support to determine best method of fix to provide fire flow requirement to rebuilds. Hydraulic calculations performed to determine relative order of magnitude to be gained by the installation of a new service.
- **Task 65 – Lot Line Adjustment – 5399 Clark Road**  
Engineering review and comments provided to the Town of Paradise.

**Task 66 – CALDOT Data Request/Relocation Design – Clark and Easy Street**

Engineering review and letter provided to Caltrans regarding data request. Attendance of project coordination meetings with PID staff. Request submitted for design of pipe relocation to be negotiated with Caltrans for construction. Relocation plans developed and transmitted to Caltrans for review. Ongoing discussion of constructability and timing for relocation of PID infrastructure. This cost is likely to be on the order of \$50k-\$75k for the District if performed by a contractor (recommended based on complexity of the site conditions), in the spring or summer of 2022.

Meeting held at the end of July with Caltrans staff to discuss how to minimizing PID's excavation requirement by timing work on the main after Caltrans work has begun and grading completed. Caltrans very receptive to teamwork with PID to accomplish the /main relocation. Next steps include sharing PID details with Caltrans to determine cost of work if completed by Caltrans contractor, as well as property research for priority of property rights in the month of October. Initial property research indicates Caltrans has priority property rights and PID will need to bear the cost of the main relocation. PID to draft liability letter for Caltrans indicating results of property research. Caltrans is currently developing anticipated costs. This liability letter will be presented to the Board alongside these costs once they are available to inform the board of the scale of liability being accepted.

- **Task 67 – Development Review Request – 6480 Clark Road**  
Engineering review and comments provided to the Town of Paradise.
- **Task 68 – Development Review Request – 771 East Oak Street**  
Engineering review and comments provided to the Town of Paradise.
- **Task 69 – Lot Line Adjustment – 1530 and 1552 Forest Service Road**  
Engineering review and comments provided to the Town of Paradise.

# District Engineering Update

- **Task 70 – Development Review Request – 964 Wagstaff**  
Engineering review and comments provided to the Town of Paradise.
- **Task 71 – Use Permit – Moose Lodge**  
Engineering review and coordination with Town of Paradise Building Department.  
Comments provided to the Town of Paradise.
- **Task 72 – Development Review Request – 5623 Wilson Lane**  
Engineering review and letter provided to Caltrans regarding data request. Attendance of project coordination meetings with PID staff. Request submitted for design of pipe relocation to be negotiated with Caltrans for construction.
- **Task 73 – Development Review Request – 253 Burden Terrace**  
Engineering review and coordination with Town of Paradise Building Department.  
Comments provided to the Town of Paradise.
- **Task 74 – Lot Line Adjustment – 1760 Elysee Drive**  
Engineering review and comments provided to the Town of Paradise. Potential handoff of LLA reviews to customer service.
- **Task 75 – Lot Line Adjustment – 7216 Pentz Road**  
Engineering review and comments provided to the Town of Paradise. Potential handoff of LLA reviews to customer service.
- **Task 76 – Town of Paradise Utility Coordination**  
Review and support for several proposed paving projects for which there are necessary steps of utility coordination. Identification of potential costs and impact to PID for relocation of facilities to accomplish this work. Support and provision of data for District council review and determination. Coordination meeting with Caltrans and the Town held 9/7/21. PID to performed example analyses on 2-3 locations from Town of Paradise plans to determine priority of right and is in further discussion regarding those results and how to move forward with communication. Results of analysis conveyed back to the Town of Paradise via letter by PID's Engineer. This task has been transitioned to Blaine Allen, representing PID.
- **Task 77 – Inventory and Labor Fulcrum Database**  
Support for District staff as requested to navigate the Fulcrum program and/or create formatted data export templates to analyze data collected in this manner.
- **Task 78 – Facilities Info Request – Clark and Nunneley**  
Development of utility data sheets to provide for use in design. Field verification of all facilities required.
- **Task 79 – Development Review Request – 6480 Clark Road**  
Engineering review and coordination with Town of Paradise Building Department.  
Comments provided to the Town of Paradise.
- **Task 80 – Development Review Request – 261 Chandler Drive**  
Engineering review and coordination with Town of Paradise Building Department.  
Comments provided to the Town of Paradise.
- **Task 81 – Development Review Request – 6462 Clark Road**  
Engineering review and coordination with Town of Paradise Building Department.  
Comments provided to the Town of Paradise.
- **Task 82 – Development Review Request – 6899 Clark Road**



# District Engineering Update

Engineering review and coordination with Town of Paradise Building Department.  
Comments provided to the Town of Paradise.

- **Task 83 – Development Review Request – 5500 Rockford Lane**  
Engineering review and coordination with Town of Paradise Building Department.  
Comments provided to the Town of Paradise.
- **Task 84 – Facilities Info Request – PG&E**  
Development of utility data sheets to provide for use in design. Field verification of all facilities required.
- **Task 85 – Utility Request – Rental Guys Skyway**  
Development of utility data sheets to provide for use in design. Field verification of all facilities required.
- **Task 86 – Development Review Request – 5808 Sawmill Road**  
Engineering review and coordination with Town of Paradise Building Department.  
Comments provided to the Town of Paradise.
- **Task 87 – Development Review Request – 828 Elliot Road**  
Engineering review and coordination with Town of Paradise Building Department.  
Comments provided to the Town of Paradise.
- **Task 88 – Lot Line Adjustment – 5650 Indian Rock Lane**  
Engineering review and comments provided to the Town of Paradise.
- **Task 89 – Development Review Request – 6480 Clark Road**  
Engineering review and coordination with Town of Paradise Building Department.  
Comments provided to the Town of Paradise.
- **Task 90 – Lot Line Adjustment – Siegfried**  
Engineering review and comments provided to the Town of Paradise.
- **Task 91 – Development Review Request – 5760 Sawmill Road**  
Engineering review and coordination with Town of Paradise Building Department.  
Comments provided to the Town of Paradise.
- **Task 92 – Development Review Request – 6363 Graham Road**  
Engineering review and coordination with Town of Paradise Building Department.  
Comments provided to the Town of Paradise.
- **Task 93 – 5885 Pentz Easement Status and Relinquishment**  
Research and coordination with PID staff and the Town of Paradise regarding inquiries about an easement at 5885 Pentz and any future planned need or use by PID.
- **Task 94 – AWWA Auditing**  
Working to review the current status of PID AWWA Audits prefire to current and complete backlog of audits through calendar year 2020 employing best estimates of consumption as needed. Complete validation of these audits by a WWE Certified Level 1 Audit Validator in conjunction with new District Engineer beginning in the month of October. Contacted DWR to inform them of PID's intention to complete backlog of auditing and submit by the end of the year. Audits currently underway with validation and submission planned around the end of the year.
- **Task 95 – District Engineer Onboarding/Support**  
Provide background information, files, and updates on all ongoing projects as requested by the District Engineer. Incorporate DE into ongoing efforts, meetings, email

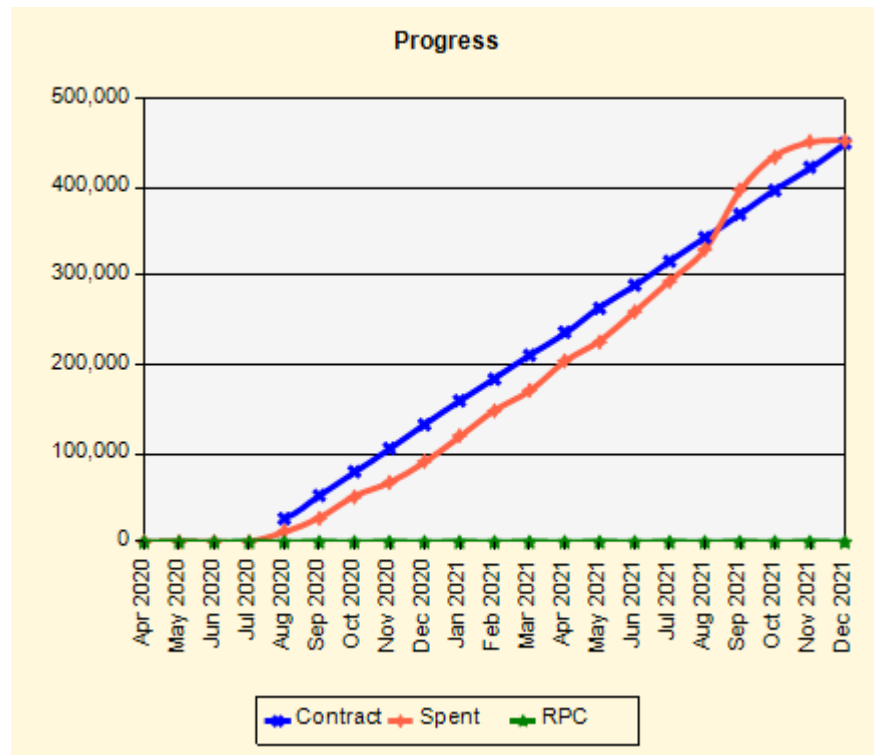
# District Engineering Update

communications, and customer outreach. Provide assistance, recommendations, or other support as requested on an ongoing basis.

- **Task 96 – Development Review Request Gillingham Concrete**  
Review of available water supply options for a lot never previously served on the edge of the District. Engineering review and coordination with Town of Paradise Building Department. Comments provided to the Town of Paradise.
- **Task 97 – Development Review Request 1147 Wagstaff**  
Engineering review and coordination with Town of Paradise Building Department. Comments provided to the Town of Paradise.
- **Task 98 – Capital Planning Scope Development**  
At the request of staff, work to develop a scope, plan, and proposed fee to support in the development of an asset and capital project list to be prioritized with staff input.
- **Task 99 – Development Review Request 4929 Foster**  
Engineering review and coordination with Town of Paradise Building Department. Comments provided to the Town of Paradise.
- **Task 100 – PG&E Easement PID Roads**  
Discussion with PID attorney regarding history of this issue in coordination with PID Engineer. Continuing research to determine if PG&E work has already been completed and what if any obligations PID has to grant easements in these locations.

## Budget

As expected, we have reached the end of our budget for District Engineering support this month. We have worked with PID staff to identify those ongoing efforts where support is still desired and prepared an Amendment 2 for this contract to be presented to the Board in a separate agenda item.





# Paradise Irrigation District

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

"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: Sami Kader, Water Works Engineers

DATE: December 8, 2021

RE: Service Lateral Replacement Program Policy Discussion

## Background:

In the Phase 1 Service Lateral Replacement program 1250 service laterals were replaced to provide potable water in support of rebuilding. These were all associated with building permit applications.

Through Spring 2021, 2500 Interim Water Service (IWS) connections were made (1250 at rebuild sites, 1250 at other sites).

The Meter Installation and Service Lateral Replacement (MISLR) project included the installation of up to 1750 service lateral replacements. This number was estimated based on:

1. 40-50 new permits/month from Spring 2021-End of 2022, some unknown number of which already had IWS (720-900 locations)
2. An unknown number of existing IWS converting to permanent service with no rebuild

## The Challenge:

Building permit applications have continued to come to the Town of Paradise at a fairly consistent rate of about 50-60/month, slightly higher than expected, but consistent with rates observed over the last two years.

There is a new category of requests for service which are new requests for permanent potable metered service not associated with a building permit application. Just like building permit application-associated service requests, these requests for permanent potable metered service also require service lateral replacements.

New service lateral installation requests since the beginning of the MISLR project (June–October 2021) are as follows:

1. 336 new service lateral installation requests associated with a building permit (about 56/mo.).
2. 841 IWS conversions to permanent service (for IWS ordered or installed before the MISLR project started), not currently associated with a building permit application.
3. 565 new service requests not currently associated with a building permit application (received after the MISLR project started).

So, to date, we have received a total of 1742 requests for new service laterals of the 1750 new service laterals scoped in the MISLR project.

We can expand the 1750 service lateral scope by 25% to as much as 2190. This gives us 448 remaining SLRs. Over 12 months that is 37/month average capacity to add SLRs that have not already been identified, this may be adequate but there is certainly no extra contract capacity at this point for SLRs.

A path forward needs to be decided for new service requests that come in 2022, which are not associated with a building permit.

#### Recommended Path Forward:

1. Replacing service laterals for new service requests that are associated with an approved building permit application will be prioritized and completed with focused resources from the MISLR contract to continue to provide potable water by the certificate of occupancy point for all rebuild projects. **This is priority one.**
2. Replacing service laterals for IWS conversions and new service lateral requests not associated with a building permit application **that have been received through 12/15/2021** will be completed under the MISLR project in 2022, following the zone work sequence.
3. Given the lack of capacity for additional SLRs, new service requests that are **received after 12/15/2021** not associated with a building permit application need to be treated in a new way.
  - a. Of course, if that customer applies for a building permit and is approved, they would be able to bring that information back to PID and be placed on a priority list.
  - b. If they do not plan to submit a building permit application, we have 2 choices:
    - i. Their new service request will be taken and will be a part of the next phase of service lateral replacements, likely to take place in 2023.

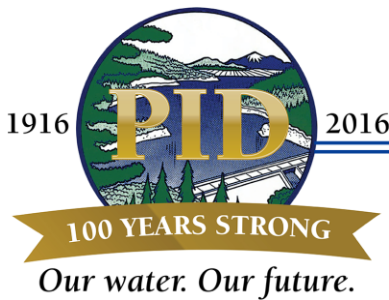
- ii. We could work to develop a “metered IWS” program. This would involve temporary above grade installation of a meter, meter vault, and backflow device, to provide metered non-potable service. An upgrade from non-potable to potable service would be available in the next phase of service lateral replacements, likely to take place in 2023. The service lateral would be replaced and permanent meter and backflow installation completed at that time. The “metered IWS” program, if developed, may be executed by PID staff or contracted out, depending on customer demand.

**The following is requested:**

*Comments on the recommended path forward*

*Board interest in the development of a “metered non-potable service” model*

*Other issues which the Board would like the Recovery Team to consider on this matter*



## PARADISE IRRIGATION DISTRICT

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

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

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

TO: Board of Directors

FROM: Tom Lando, District Manager

DATE: December 8, 2021

RE: District Engineering Services Agreement – Amendment 2

Following is a letter from Consultant Water Works Engineers, which outlines information regarding consideration of Amendment 2 to allow for continuation of the services being provided under the original District Engineering Services Agreement of July 2020 and as amended in March 2021. Staff recommends extending District Engineering Services at a reduced level of service.

The proposed level of service is outlined in detail in the attachments for the Board's review and consideration. This level of support addresses several specific tasks where the District has indicated a desire for continued support as well as an on-call support component to be used only as requested by the PID District Engineer or Management as shown in the table below:

TASK	SUBTASK	TITLE	BUDGET
1		Project Management	\$3,696
2		Almond Street Construction Management	\$17,200
3		Dam Safety Emergency Action Plan	\$7,208
4		Community Power Resiliency Project Procurement and CM	\$11,988
5		AWWA Audits and Validation	\$5,836
6		On Call Support	\$19,864
Total Not-To-Exceed Cost/Additional 6 Months			\$65,792

Staff recommendation is to extend District Engineering Services from Water Works Engineers through June 30, 2022 at the proposed reduced level of service, representing a not to exceed amendment for \$65,792.

### The following is requested:

*"I move to authorize approval of Amendment 2 and direct Staff to increase Water Works Engineers contract not-to-exceed amount by \$65,792 to a total of \$515,792.00 for District Engineering Services and extend the duration of the contract through June 30, 2022."*

## AMENDMENT 2

### TO THE AGREEMENT BETWEEN PARADISE IRRIGATION DISTRICT AND WATER WORKS ENGINEERS REGARDING DISTRICT ENGINEERING SERVICES

This Amendment is made and entered into this 15<sup>th</sup> day of December 2021 by Paradise Irrigation District, an irrigation district formed and existing under Division 11 of the California Water Code (“District”) and Water Works Engineers, LLC (“Consultant”). District and Consultant are collectively referred to as “Parties”.

#### RECITALS

**Whereas**, on July 15<sup>th</sup>, 2020, parties entered into an Agreement for District Engineering Services (“Agreement”)

**Whereas**, on March 17<sup>th</sup>, 2021, parties executed Amendment 1 to the original Agreement for District Engineering Services (“Amendment 1”)

**Whereas**, since that time, parties have identified additional work that must be performed; and

**Whereas** in accordance with Paragraph XIII of the Agreement, the parties desire to modify the Agreement to reflect changes in the scope of work.

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

1. Paragraph III (B)(1) shall be amended to state:

Consultant shall be solely responsible for satisfactorily completing the Project, including those tasks described in Exhibit A **and Exhibit A – Amendment 2**. Consultant shall supervise and direct the work to the best of Consultant’s ability and give all attention for such proper supervision and direction.

2. Paragraph VI (A) shall be amended to state:

Payment: Consultant will be paid on a time and materials basis in an amount “not to exceed” **\$515,792** for the Project and work to be performed in **Exhibit A – Amendment 2**. No Work in addition to the work described in this Agreement, including Exhibits, shall be performed by Consultant without prior written authorization by District as provided for in section IX of the Agreement. Progress payments shall be made monthly for work completed based upon the billing rates contained in the Schedule of Rates/Fees attached hereto as **Exhibit B – Amendment 2**.

Except as modified herein, the provisions of the July 15, 2020 Agreement and March 17, 2021 Amendment 1 shall apply.

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

Signature

\_\_\_\_\_  
Sami Kader, Principal

ATTEST:

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

TAXPAYER ID 20-3148271

Business Type:

Corporation ☐ Yes ☐ No

Other: LLC

*(Complete W-9 enclosed)*

PARADISE IRRIGATION DISTRICT

ATTEST:

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

\_\_\_\_\_  
Thomas Lando, Interim District Manager

Attachments:

Exhibit A – Amendment 2: Consultant’s Scope of Work

Exhibit B – Amendment 2: Consultant’s Schedule of Fees

Exhibit C – Amendment 2: Insurance Requirements



**EXHIBIT A – AMENDMENT 2**

**Scope of Work to be performed by the Consultant**

**(see attached)**

# EXHIBIT A – AMENDMENT 2:

## SCOPE OF WORK

The following services will be provided by ENGINEER for this project under this Amendment:

### REASON FOR AMENDMENT 2

---

Water Works Engineers was originally engaged In July 2020 to perform District Engineering support services for the District owing to the varied and time sensitive nature of engineering support required by the District in the Camp Fire Recovery era. In March of 2021, the District requested an increased level of support to meet specific ongoing project and operations needs totaling approximately 100 individual assignments through the end of 2021.

At this time, the District has increased staffing to meet a variety of District Engineering requirements in house. Going forward there is now a reduced need for professional support to complete several tasks which are in progress and provide on-call support for professional augmentation where needed through June of 2022.

### SUBTASK 1 – PROJECT MANAGEMENT

---

Water Works will provide Project Management oversight and reporting of all efforts undertaken under this contract, communicating progress and providing deliverables as requested to meet PID’s needs.

#### Subtask 1.1 - Meetings

Water Works engineering staff will attend planning meetings, meetings with regulators, meetings with contractors and service providers, and public meetings as required to support PID operations. Our staff will also attend all PID Board meetings during the contract term. Assumes an average of 1 on-site meetings/month for 6 months (6 meetings) with 1 person (Project Engineer) in attendance.

#### Subtask 1.2 - Communication

Our engineers will work with PID staff to provide support in communicating the District’s engineering policies and decisions to stakeholders and to the public as needed. This will include producing communication materials, assisting in the development of public information, providing input on District website updates, etc.

#### Task 1.3 - Scheduling

The Project Manager will develop a task schedule and delivery outlook for each item of assistance provided to the client under this service agreement with specific attention to meeting PID’s operational goals and continued Recovery milestones following the 2018 Camp Fire. The Project Manager will provide interim updates as requested regarding progress and outlook moving forward.

#### Task 1.4 - Documentation and Reporting

Our engineering staff will collect, organize, and maintain all records and documentation required by PID, supporting the development of strong information-based operational strategies for the District. Thorough documentation of all efforts undertaken on PID's behalf will be maintained and provided as requested.

## **SUBTASK 2 – ALMOND STREET CONSTRUCTION MANAGEMENT**

---

Water Works will continue to provide Construction Management of the Almond Street Main Replacement Project, currently scheduled for the completion of construction around the end of 2021.

#### Subtask 2.1 – Construction Management and Inspection

Water Works engineering and inspection staff will coordinate project meetings, interface with the public, provide field oversight, review of submittal materials and invoices, coordinate with PID staff and the Town of Paradise to support the remaining construction taking place to put the newly installed Almond Street main between Pearson and Elliot in service.

#### Subtask 2.2 – Project Closeout

Water Works engineering staff will work with PID management and staff to review and process final payment in addition to preparation of the Notice of Completion for presentation to the Board of Directors. Once approved engineering staff will coordinate with PID staff and Butte County to ensure the NOC is filed and project closeout complete.

## **SUBTASK 3 – DAM SAFETY EMERGENCY ACTION PLAN**

---

#### Subtask 3.1 – Draft Plan Completion

The Water Works Engineers team will engage with PID staff to provide professional engineering support in the completion of the Magalia and Paradise Dam revised Emergency Action Plans. These Plans have already been partially completed to meet the FEMA Federal Guidelines for Dam Safety as well as CalOES Dam Safety Planning Division comments, and this is a continuation of that effort. Draft plans will be completed and presented to PID staff.

#### Subtask 3.2 – Stakeholder Process and Comments

It is assumed that PID staff will facilitate stakeholder involvement and input. Water Works engineering staff will assist in the update of the plans according to stakeholder comments received during this process.

#### Subtask 3.3 – Plan Submission to DSOD

Water Works engineering staff will provide assistance in the submission of these documents to the DSOD once the stakeholder process is complete.

Draft plans will be completed by the first week of January with support for the District's stakeholder process and submission to follow.

## **SUBTASK 4 – COMMUNITY POWER RESILIENCY GRANT PROCUREMENT AND CONSTRUCTION MANAGEMENT**

---

Water Works will continue to provide procurement assistance followed by construction management for the Community Power Resiliency Project to install solar backup power for communications systems at the District's reservoir sites.

### **Subtask 4.1 – Procurement Support**

This project is currently out to bid. Water Works engineering staff will continue to provide support for this procurement process by facilitating bidder questions, prebid conference, bid opening and award of the project. This will include development of memo documentation and presentation to the District Board. It is assumed that this will be a single successful bid process and award.

### **Subtask 4.2 – Construction Management**

Water Works engineering staff will provide oversight and coordination to support the installation of solar equipment at the reservoir sites. This includes review of submittals, facilitation of project meetings, field oversight where needed and support for District staff in coordinating on site installations. Water Works engineering staff will provide documentation for the District's records and written status updates on the project as requested.

## **SUBTASK 5 – AWWA AUDITS AND VALIDATION**

---

### **Subtask 5.1 – Audit Completion**

Water Works engineering staff will continue to provide support to the District in the completion of AWWA Water Loss audits for calendar years 2018, 2019, and 2020 as requested by the Department of Water Resources. These audits are currently underway and anticipated to be completed in the month of December using estimates of water usage and loss consistent with those developed for the PID Urban Water Management Plan Update completed earlier in 2020.

### **Subtask 5.2 – Level 1 Audit Validation**

Once the audits are completed, Water Works engineering staff certified by the Cal-NV Section of the AWWA to perform a Level 1 Validation on AWWA Water Loss Audits will perform this validation process for all three audits. The validation will not be completed by the same staff member who supports completion of the audits, in accordance with the requirements for independent validation.

### **Subtask 5.3 – Submission to DWR**

Both audits and their associated validation certificates will be uploaded and submitted to the Department of Water Resources WUE Data Portal electronically, as well as provided to District staff for their records.

## SUBTASK 6 – ON-CALL DISTRICT ENGINEERING SUPPORT

---

### Task 2.6 – Other Engineering Support as Needed

Additional engineering support needs may arise during the course of this contract not otherwise mentioned here. Support for those additional tasks may be discussed with PID management at that time to determine if they fall within the general scope and intent of this contract and completed in accordance with a mutually agreeable schedule.

<b>Hours</b>	<ul style="list-style-type: none"><li>Assumes <b>16</b> hours of a Project Engineer per month</li></ul>
<b>Deliverables</b>	<ul style="list-style-type: none"><li>Calculations, memos, reports, analyses, reviews, presentation materials, or other documents as needed and mutually agreed upon between Water Works and PID management at the time of each request.</li></ul>

**EXHIBIT B – AMENDMENT 2**

**Compensation is based on the following schedule of rates and fees**

**(see attached)**



## EXHIBIT B- FEE

### **ENGINEERING FEE**

Payment for Tasks 1 through 6 will be on a Time and Expense basis and invoiced in accordance with the Hourly Wage Rates in the following table.

Classification	Title	Hourly Rate
AA1	Administrative Assistant	\$79
AA2	Senior Administrative Assistant	\$111
E0	Engineering Assistant	\$111
E1	Staff Engineer	\$139
E2	Associate Engineer	\$170
E3	Project / Structural Engineer	\$191
E4	Senior Project Engineer / Manager	\$221
E5	Principal Engineer	\$256
I1	Field Inspector	\$149
I2	Senior Inspector	\$167
I3	Supervising Inspector	\$185
T1	CADD Tech 1 / Drafter/Jr. Technician	\$94
T2	CADD Tech 2 / Designer/Sr. Technician	\$126
T3	CADD Tech 3 / Senior Designer	\$153

**Notes:**

1. A markup of 10% will be applied to all project related Direct Costs and Expenses.
2. An additional premium of 25% will be added to the above rates for Expert Witness and Testimony Services.
3. Rate effective through December 31, 2022. A 3% increase will be added for any services performed in each year thereafter.

A detailed breakdown of the engineering costs summarized above is presented on the following page.

## Water Works Engineers Fee Estimate

Client Paradise Irrigation District  
 Project District Engineering Support, Amendment 2  
 Prepared by Colleen Boak  
 Date 12/2/2021



			Hours and Fee											
			Subtask 1		Subtask 2		Subtask 3		Subtask 4		Subtask 5		Subtask 6	
Year			2022		2022		2022		2022		2022		2022	
			Project Management through June 30, 2022		Almond Street Construction Management		Dam Safety Emergency Action Plan		Community Power Resiliency Grant Procurement and Construction		AWWA Audit and Validation		District Engineering Support Through June 30, 2022	
2022			hrs	fee	hrs	fee	hrs	fee	hrs	fee	hrs	fee	hrs	fee
Water Works Engineers														
Classification Title														
AA1	Administrative Assistant	\$79	8	\$632										
AA2	Senior Administrative Assistant	\$111												
E0	Jr Engineer / Jr Field Engineer	\$111												
E1	Staff Engineer	\$139			16	\$2,224	40	\$5,560			20	\$2,780		
E2	Associate Engineer	\$170							60	\$10,200				
E3	Project / Structural Engineer	\$191	8	\$1,528	16	\$3,056	4	\$764	4	\$764	16	\$3,056	104	\$19,864
E4	Sr Project Engineer / Mgr	\$221					4	\$884						
E5	Principal Engineer	\$256	6	\$1,536					4	\$1,024				
I1	Field Inspector	\$149			80	\$11,920								
I2	Senior Inspector	\$167												
I3	Supervising Inspector	\$185												
Expenses														
WWE Expenses														
Annual Increase for WWE rates of			3%											
Subtask Total Hours			22		112		48		68		36		104	
Subtask Total Fee			\$3,696		\$17,200		\$7,208		\$11,988		\$5,836		\$19,864	

Project Total	
Hours 390	Fee \$65,792



## **EXHIBIT C – AMENDMENT 2**

### **INSURANCE REQUIREMENTS**

Consultant agrees with the Paradise Irrigation District that:

- a) By his/her signature hereunder, Consultant certifies that he/she is aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and he/she will comply with such provisions before commencing the performance of the work of this agreement. Consultant and subconsultants will keep workers' compensation insurance for their employees in effect during all work covered by this agreement.
- b) Consultant will file with the Paradise Irrigation District before beginning work, certificates of insurance and policy endorsements satisfactory to the Paradise Irrigation District evidencing general liability coverage, of not less than \$1,000,000 per occurrence (\$2,000,000 general and products-completed operations aggregate (if used)) for bodily injury, personal injury and property damage; auto liability of at least \$1,000,000 for bodily injury and property damage each accident limit; workers' compensation (statutory limits) and employer's liability (\$1,000,000) (if applicable); requiring 30 days (10 days for non-payment of premium) notice of cancellation to the Paradise Irrigation District. Such insurance shall be primary and any insurance, self-insurance or other coverage maintained by the Paradise Irrigation District, its directors, officers, employees, or authorized volunteers shall not contribute to it. The general liability coverage shall give the Paradise Irrigation District, its directors, officers, employees, and authorized volunteers insured status using ISO endorsement CG2010, CG2033, or equivalent. Coverage is to be placed with a carrier with an A.M. Best rating of no less than A-:VII, or equivalent, or as otherwise approved by the Paradise Irrigation District. In the event that the Consultant employs other consultants (sub-consultants) as part of the work covered by this agreement, it shall be the Consultant's responsibility to require and confirm that each sub-consultant meets the minimum insurance requirements specified above. Consultant agrees to waive subrogation which any insurer may acquire by virtue of payment of any loss. Consultant shall obtain any endorsement necessary to affect this waiver of subrogation.
- c) Consultant shall maintain errors and omissions liability insurance appropriate to the Consultant's profession of no less than \$1,000,000 per claim and aggregate for this project.
- d) Insurance must be maintained for at least five years after completion of contract work.

AMENDMENT 2

Paradise Irrigation District and Water Works Engineers  
District Engineering Services

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

Signature of Consultant's Authorized Official:

---

Name and Title of Consultant's Authorized Official:

**Sami Kader, Principal**

---

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



## PARADISE IRRIGATION DISTRICT

6332 Clark Road \* Paradise, California 95969 \* Phone 530-877-4971 \* Fax 530-876-0483

**DATE:** December 7, 2021

**TO:** Board of Directors

**FROM:** Tom Lando, District Manager  
Bill Taylor, Treatment Superintendent

**RE:** Approval of the additional costs added to the Genterra Contract for the work done at Magalia Spillway Task IIA-1 Interim Risk Reduction Measures

The purpose of this memo is to let the Board know of additional expenses incurred by Genterra Engineering while working on Task IIA-1 of the Magalia Spillway Risk Reduction Measures and Long-Term Repairs project. As outlined in the attached letter, Genterra has incurred additional expenses that weren't in the original proposal. Most of these expenses are due to additional work added to the project by the Division of Safety of Dams (DSOD). At the time of the proposal, it wasn't known exactly what DSOD would require as part of their field exploration of the spillway.

As we negotiated the permit to do the exploration, the final requirements of DSOD were more extensive than Genterra had budgeted. There was also the expense of getting the permit. Genterra had figured that the District would acquire the permit. I requested Genterra to acquire the permit to save time and get the boring work started before winter set in and we would have to wait.

Genterra has been working with the District off and on for several years now. They are well respected by DSOD and have been very beneficial to have working for us on the latest dam projects (spillway evaluation and repair).

**The following motion is recommended:**

**"I move to authorize approval of the request from Genterra Consultants, Inc. to increase the budget of the Interim Risk Reduction Measures / Long-Term Repair of Magalia Reservoir Spillway by an additional \$35,000.00 from the originally budgeted cost of \$114,558.00."**

**From:** Joseph J. Kulikowski <joekul@genterra.com>  
**Sent:** Wednesday, November 17, 2021 1:43 PM  
**To:** Bill Taylor  
**Cc:** Soma Balachandran  
**Subject:** GENTERRA Project No. 391-I-PID-Magalia Dam Spillway Phase IIA

**Follow Up Flag:** FollowUp  
**Flag Status:** Flagged

Bill,

Our original budget for the Magalia Dam Spillway Phase IIA project as authorized in the Agreement dated March 18, 2020 was \$114,588.00. On the last page of Invoice No. 25045 that we issued dated November 11, 2021 for the subject project we had the following note:

*NOTE: A budget increase will be requested in November due to additional time and effort needed for coordination and discussions with the State DSOD and PID regarding revisions to the work plan and for higher costs by the drilling subcontractor.*

Here is an explanation for the reasons for the need for a budget increase to cover our overbudget amount to date on Task IIA-4: Limited Geotechnical Investigation:

1. GENTERRA thought that the plan submitted in Task IIA-1 to cover the overall plan for interim risk reduction measure and long-term repairs was adequate to perform the limited field investigation. However, the DSOD engineer requested a specific work plan for the limited field investigation. This was beyond our original scope of work. There were two submittals related to this and several communications with the DSOD engineer to answer questions and provide more details to get approval of the work plan;
2. GENTERRA also paid the application fee of \$1,500 which was not in our original budget;
3. DSOD requested that we obtain 5-foot corings of the spillway foundation on Borings BH-1 through BH-4, and that we also drill deeper into the foundation. This was beyond the original scope of work for the field investigation and the actual costs for our field time and for the drilling subcontractor were much higher than what we had originally budgeted; and,
4. There was an unexpected drilling delay during the coring process. This resulted in our field staff staying at the site one day more than originally planned.

We respectfully request the additional budget of \$35,000 to cover our required overruns so that we can complete the work, which will include the lab testing on the samples collected and preparation of a geotechnical investigation report with recommendations for DSOD review and approval.

Please let me know if you need additional information or have any questions to enable issuance of approval for the increased budget. Thank you. Regards. Joe.

**Joseph J. Kulikowski, PE, GE**  
**President, CEO & Sr. Principal Engineer**  
**GENTERRA Consultants, Inc.**  
**Irvine Headquarters Office**  
**15375 Barranca Pkwy., Bldg L**  
**Irvine, CA 92618**

**Phone (949) 753-8766**

**Fax (949) 753-8887**

**E-Mail: [joekul@genterra.com](mailto:joekul@genterra.com)**

**Web Site: <http://www.genterra.com>**

**Mobile: (949) 300-2540**

*Offices located in northern and southern California, Arizona, Texas, Colorado, Pennsylvania and Florida. Projects located nationwide.*

*The information contained in this message and any accompanying documents is PRIVILEGED and intended for the CONFIDENTIAL use of the designated addressee.. If you received this communication in error, please NOTIFY us immediately by reply E-Mail or telephoning (949) 753-8766 and delete your copy. Thank You.*



## PARADISE IRRIGATION DISTRICT

6332 Clark Road \* Paradise, California 95969 \* Phone 530-877-4971 \* Fax 530-876-0483

**DATE:** December 7, 2021

**TO:** Board of Directors

**FROM:** Tom Lando, District Manager  
Mickey Rich, Assistant District Manager  
Bill Taylor, Treatment Superintendent

**RE:** **Sole Source Treatment Plant SCADA System Upgrade and Replacement of Obsolete Equipment.**

The computer system that we use at the Treatment Plant is referred to as SCADA. SCADA stands for Supervisory Control and Data Acquisition. This system monitors all the processes that are going on at the plant and lets the Operator make changes they deem necessary. It also monitors water levels, water quality and computer set points, and alerts the Operator when the processes being monitored are outside their parameters.

The SCADA system is rather large and has quite a bit of hardware and instrumentation tied to it. The original system was installed in the Plant in 1995. In 2007/2008 we did an extensive upgrade which replaced the two computer terminals the Operators work on (PCs), the actual computer that runs the plant (PLC), and all the terminals that gather information and control the plant, along with the software necessary to run it.

Earlier this year Glenmount Global replaced the PCs and software we use to interface with the SCADA system. This was a necessary project due to the outdated computers and software and the fact that they were now quitting on us, and no replacements were available.

While here, I asked Ryan Budd from Glenmount to look at the rest of our system and give us a recommendation on what we should do. There are a few different options we have: 1. Continue with the outdated system we have; 2. Issue an RFP for an Integrator or Electrical designer to design and spec an upgrade to our system; or 3. Hire an integrator we have already used and have a track record with to go through our existing system. Replace the obsolete pieces, upgrade the communications between systems, remove unnecessary equipment from the system and add systems to the SCADA system that were never part of it before (eliminating mechanical issues we are having with our air and alarm system).

In this year's budget I included \$150,000.00 for design of a new system. After having Ryan walk through our system with myself and Jeremy Gentry (our Operator that is specially trained in SCADA), identifying the issues which are occurring and what parts of our system are obsolete, Ryan went back to Glenmount and discussed what they thought we should do.

Ryan contacted me to advise that Glenmount Global could do the following for the District:

- \* Come in and update our outdated components in the system.
- \* Update the communications from coaxial cable to fiber optic.

- \* Move the Pump Station and Raw Water Pump Station programs into the main PLC, removing the two remote PLCs we have which have been problematic.
- \* Remove the failing alarm panels and move the alarms into the system.
- \* Install SCADA control and monitoring of the Plant Air system.
- \* Eliminate separate Standpipe, Clarifier, Backwash and Filter controllers and bring that function into the SCADA system.
- \* Upgrade the main PLC and make it a redundant system. Upgrade the controller as well.
- \* District personnel will work with Glenmount installing any necessary conduit and pulling the fiber optic and any other necessary wiring. District will provide the fiber optic cable and make the terminations.

The cost for this work is a not-to-exceed amount of \$200,000.00, just slightly more than I estimated the system design would cost. If we were to go down the design and bid road, I estimate the cost would be close to a \$1 million project.

I recommend going with Glenmount Global for the following reasons:

- Existing SCADA system was installed by Glenmount Global; upgraded when we switched from gas to liquid chlorine and installed new PCs and software. The original services were provided at a competitive price based on the requests for proposal process at that time.
- Using Glenmount's experience and knowledge of the existing SCADA system will expedite the project, with the result being the most accurate and effective system.
- Glenmount's understanding of the design and function of the existing system will expedite the installation of the new components/systems and the switch over while plant remains operational.
- SCADA systems can vary in design and operations and Glenmount already understands how our operators use the system controls displayed on the computer system.

**The following motion is recommended:**

***"I move approval to authorize the District Manager to enter into an agreement with Glenmount Global to update the Plant SCADA system for a price not to exceed \$200,000.00."***



# Paradise Irrigation District

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

December 15, 2021

Colette Curtis  
Public Information Officer  
Town of Paradise  
5555 Skyway  
Paradise, CA 95969

RE: Support for the Town of Paradise Sewer Project

Dear Ms. Curtis:

On behalf of the Paradise Irrigation District, I am writing to express our support for the Town of Paradise Sewer Project, which would create a regional connection between the Town of Paradise and the City of Chico Water Pollution Control Plant to treat and discharge wastewater from the Town of Paradise Sewer Service Area. We believe this project provides benefits not only to the Town of Paradise, but to the entire region especially, relating to the following areas:

- Improving Paradise groundwater quality by decreasing septic tank discharges
- Allowing for more densely-populated residential development in the Town to help increase affordable housing

Though the proposed sewer project has been a consideration for many years, we believe this to be the crucial time to make it a reality. The devastation of the Camp Fire has resulted in a unique set of circumstances that makes this the ideal time to move forward with the proposed project.

Should you have any questions regarding Paradise Irrigation District's position on this matter, please feel free to contact me at (530) 877-4971 or via email to: [tlando@paradiseirrigation.com](mailto:tlando@paradiseirrigation.com).

Sincerely,

PARADISE IRRIGATION DISTRICT

Tom Lando, District Manager





# TOWN OF PARADISE SEWER PROJECT

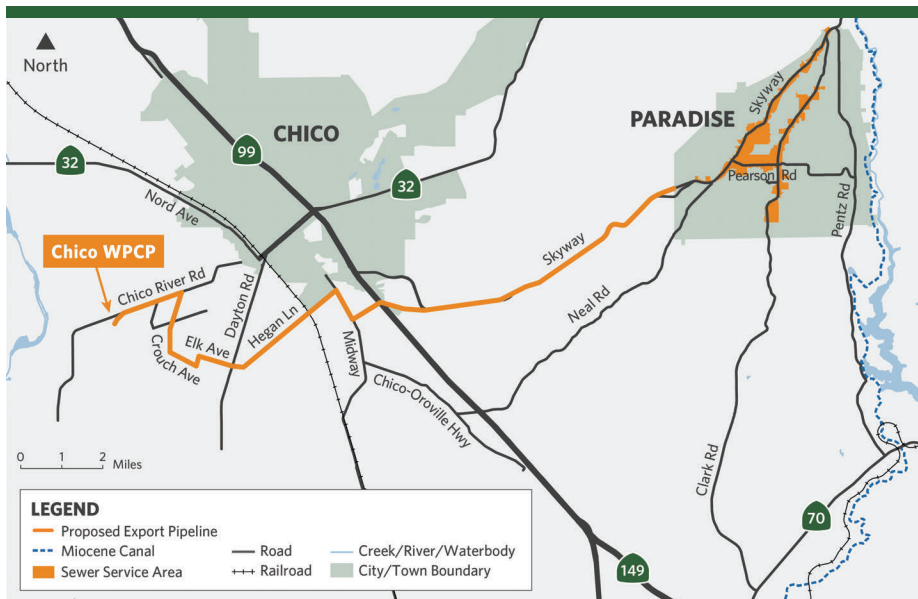
## FACT SHEET

JULY 2021

### PROJECT OVERVIEW

Since its incorporation in 1979, the Town of Paradise has sought a wastewater treatment solution, with a focus primarily on commercial and densely-populated residential areas — the portions of Paradise most vulnerable to groundwater degradation and economic stagnation due to sewer limitations.

In 2020, the Town contracted with HDR, an engineering consulting firm, to prepare an updated assessment of project options. The assessment compared two alternatives for local wastewater treatment and discharge with a regional alternative involving piping wastewater to the Chico Water Pollution Control Plant (WPCP). The regional alternative was recommended because it had the lowest cost, community impacts, probable environmental impacts as well as the simplest operations and most support from the Central Valley Regional Water Quality Control Board. The Town is now moving forward with preparation of a full Environmental Impact Report (EIR) to provide further information on sewer project alternatives.



The proposed project is currently estimated to cost approximately \$184 million.



**\$2M**  
EIR



**\$30M**  
Design and Right-of-Way



**\$152M**  
Construction

### PROJECT SCHEDULE



### STAY UPDATED!



[PARADISESEWER.COM](https://paradise-sewer.com)



[INFO@PARADISESEWER.COM](https://info.paradise-sewer.com)



**530-872-6291**  
EXT. 112

# REBUILDING PARADISE

## ECONOMIC BENEFITS OF THE PARADISE SEWER PROJECT

### PROVIDE MUCH NEEDED HOUSING



#### Workforce housing needs

- 95% of residents work for local employers
- 10% of the region's construction workforce was housed in Paradise



#### Sewer infrastructure supports quick rebuild

- Increases affordable housing
- Greater economic return for developers

### INCREASE PROPERTY VALUES & BUSINESS PROFITABILITY



#### Septic systems decrease value

- Smaller, older residential lots on septic systems have a lower value, lack development potential
- Businesses on septic systems have higher operational costs



#### Sewer infrastructure supports growth

- Raises the value of land in the SSA
- Provides reliable wastewater disposal
- Lowers the start-up costs for high-water-usage businesses like restaurants

### IMPROVE HEALTH & THE ENVIRONMENT



#### Regulations mitigate risk

- Strict regulations govern the discharge of treated wastewater, especially in communities impacted by failing septic systems development potential



#### Sewer Infrastructure protects resources

- Provides cleaner disposal of wastewater
- Improves groundwater quality
- Decreases health impact on communities

### ADDITIONAL BENEFITS



Less strain on Chico's housing market, Greenline, transportation infrastructure, and other systems



Regional partnerships and opportunities for additional funding



# Paradise Irrigation District

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

"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: PID Board of Directors**

**FROM: Tiffany Bowen, Office Manager**

**DATE: December 1, 2021**

**RE: Amendment to White Glove Cleaning Services Contract**

On December 5, 2020 the Board authorized a contract with White Glove Cleaning Services, LLC to provide janitorial services to the Admin Office, Corporate Yard, and Treatment Plant locations.

Since this contract was in place, amendments are needed due to the actual time it takes the contractor to complete the work at the Treatment Plant and Corporate Yard locations. The Office Manager has also reassessed the needs of the Admin Office to make an amendment to the scope of work for the Admin Office location.

The attached amendment includes a price increase to our Corporate Yard and Treatment Plant location, and a decrease in price from the Admin Office location. The original contract was for a not to exceed cost of \$1610/mo for the 3 locations. The new amendment is for a not to exceed cost of \$1530/mo for the 3 locations.

The following motion is recommended:

*"I move to approve Amendment 1 to the White Glove Cleaning Services Inc. contract for a not to exceed amount of \$1530/month for the 3 PID facility locations."*

## AMENDMENT 1

### TO THE AGREEMENT BETWEEN PARADISE IRRIGATION DISTRICT AND WATER WHITE GLOVE CLEANING SERVICES, INC. REGARDING DISTRICT JANITORIAL SERVICES

This Amendment is made and entered into this xx<sup>th</sup> day of December 2021 by Paradise Irrigation District, an irrigation district formed and existing under Division 11 of the California Water Code ("District") and White Glove Cleaning Services, Inc ("Contractor"). District and Contractor are collectively referred to as "Parties".

#### RECITALS

**Whereas**, on December 5<sup>th</sup>, 2020, parties entered into an Agreement for District Janitorial Services ("Agreement")

**Whereas**, since that time, parties have identified additional time is needed to complete original contractor responsibilities, and have reevaluated needs; and

**Whereas** in accordance with "Changes" paragraph of the Agreement, the parties desire to modify the Agreement to reflect changes in the scope of work.

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

1. "Contract Price" shall be amended to state:

Price	Location	Paid
\$485.00	6332 Clark Rd, Paradise, CA 95969 Admin Office	Paid monthly for prior month
\$550.00	6334 Clark Rd Paradise, CA 95969 Corporate Yard	Paid monthly for prior month
\$495.00	13888 Pine Needle Dr Magalia, CA 95954 Treatment Plant	Paid monthly for prior month

2. "Contractor Duties" shall be amended to state:

2. Cleaning all locations to include dusting of office tables, desks, cabinets, chairs and doors, cleaning light fixtures/switches weekly at the Treatment Plant and Corporate Yard locations, bi-weekly at the Admin Office Location.

3. Vacuuming all carpet and rugs and sweeping and mopping of all sealed tile/concrete areas weekly at the Treatment Plant and Corporate Yard locations, bi-weekly at the Admin Office Location.

#### AMENDMENT 1

Paradise Irrigation District and White Glove Cleaning Services, Inc  
District Janitorial Services

4. Cleaning kitchen areas including dishes in the sink, wiping down inside and out of refrigerator for spills as needed, cleaning counters and tables from spills and debris, sweeping and mopping floors weekly at the Treatment Plant and Corporate Yard locations, bi-weekly at the Admin Office Location.

Except as modified herein, the provisions of the December 5, 2020 Agreement shall apply.

AMENDMENT 1

Paradise Irrigation District and White Glove Cleaning Services, Inc  
District Janitorial Services

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

White Glove Cleaning Services, Inc – Contractor  
3147 Chico Ave, Chico, CA 95928

Signature:

---

Company Authorized Representative (Contractor)

PARADISE IRRIGATION DISTRICT- District  
6332 Clark Rd, Paradise, CA 95969

---

Thomas Lando, Interim District Manager

Attachments:

Exhibit A – Amendment 1: 6332 Clark Rd Estimate

Exhibit B – Amendment 1: 6334 Clark Rd Estimate

Exhibit C – Amendment 1: 13888 Pine Needle Dr Estimate

AMENDMENT 1

Paradise Irrigation District and White Glove Cleaning Services, Inc  
District Janitorial Services

White Glove Cleaning Service, Inc.

3147 Chico Ave.  
Chico, CA 95928**Estimate**

Date	Estimate #
11/2/2021	567

Name / Address
Paradise Irrigation District 6332 Clark Rd Paradise CA 95969

Address to be Cleaned
Paradise Irrigation District Erin West 6332 Clark Rd Paradise, CA 95969

Description	Qty	Rate	Total
Cleaning of building ( Main Office ) This estimate will include the following: Kitchen every other week  the glass doors every week  Dust all the Offices every other week  cleaning light features sweeping and moping / Vacuuming every other week  Bathrooms every week  empty garbage every week	1	485.00	485.00
Thank you for contacting White Glove Cleaning service and allowing us to give you this estimate.		<b>Total</b>	\$485.00

White Glove Cleaning Service, Inc.

3147 Chico Ave.  
Chico, CA 95928**Estimate**

Date	Estimate #
9/6/2021	558

Name / Address
Paradise Irrigation District 6332 Clark Rd Paradise CA 95969

Address to be Cleaned
Paradise Irrigation District Erin West 6334 Clark Rd Paradise, CA 95969

Description	Qty	Rate	Total
<p>Cleaning of building Monthly Service ones at week ( Shop )</p> <p>This estimate will include the following:</p> <p>the doors</p> <p>A/c heating / vents as needed</p> <p>regular doors &amp; Dust all the Offices and desks chairs</p> <p>remounting cobwebs as needed</p> <p>cleaning light features sweeping and moping</p> <p>vacuuming</p> <p>baseboards as needed</p> <p>Bathrooms</p> <p>the edges on the floors as needed</p>	1	550.00	550.00
Thank you for contacting White Glove Cleaning service and allowing us to give you this estimate.	<b>Total</b>		\$550.00



White Glove Cleaning Service, Inc.

3147 Chico Ave.  
Chico, CA 95928**Estimate**

Date	Estimate #
9/6/2021	479

Name / Address
Paradise Irrigation District 6332 Clark Rd Paradise CA 95969

Address to be Cleaned
Treatment Plant Erin West 13888 Pine Needle Dr Magalia Ca 95954

Description	Qty	Rate	Total
Cleaning of building Monthly Service ones at week This estimate will include the following: Cleaning all the office sweeping and mopping cleaning all the bathrooms sweeping all the halls vacuuming the rugs cleaned the old office as needed	1	495.00	495.00
		0.00	
Thank you for contacting White Glove Cleaning service and allowing us to give you this estimate.		<b>Total</b>	\$495.00



## 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."

DATE: December 15, 2021

TO: PID Board of Directors

FROM: Tom Lando, District Manager

RE: Extend Part-Time Employment Agreement with Ross Gilb

### **Recommendation:**

Grant a six-month extension to the existing Part-Time Employment Agreement with Ross Gilb and authorize the District Manager to Execute a contract amendment. Agreement would allow District Manager to authorize up to 20 hours per month at \$100/hour. Agreement would remain in place until either party provides 10-days' notice of cancellation.

### **Background**

In April, The District entered into a 90-day agreement with Ross Gilb to provide support to the District during the recruiting and hiring of a new Finance and Accounting Manager. The board later extended this agreement with an end date of December 31, 2021. I would like to keep Ross available on an on call/as needed basis to continue providing support to the new Finance and Accounting Manager. It would be very helpful to have him continue through the end of the current year's audit and have him available for his historical knowledge.

## PART-TIME EMPLOYMENT AGREEMENT

THIS AGREEMENT is made and entered into this May 22, 2021, by and between PARADISE IRRIGATION DISTRICT, a California irrigation district, ("District") and Ross Gilb ("Employee"). The Agreement shall be effective upon ratification of the District Board of Directors.

### RECITALS

- A. WHEREAS, Employee has served as Finance and Accounting Manager for District since March 2019.
- B. WHEREAS, Employee has tendered his resignation from full-time employment from the District effective April 7, 2021.
- C. WHEREAS, District desires assistance while it searches for and hires a replacement Finance and Accounting Manager, and Employee desires to assist District on a limited, part-time basis.

### AGREEMENT

Now, therefore District and Employee agree as follow:

#### 1. DUTIES.

- (a) Employee shall perform the limited functions and duties specified in Exhibit "A" attached hereto and incorporated herein by this reference; and Employee shall also perform other legally permissible and proper duties and functions as the District Manager may from time to time assign.
- (b) Employee shall perform his duties at the District Office unless the District Manager authorizes otherwise.
- (c) Employee shall perform his duties to the best of his ability in accordance with the highest professional and ethical standards of the accounting profession, and shall comply with all applicable rules and regulations established by the District. Employee's performance shall at all times be subject to review by the District Manager.
- (d) Employee shall not engage in any activity which is or may become a conflict of interest, prohibited contract, or which may create an incompatibility of office as defined under California law. Prior to performing any services under this Agreement and annually thereafter, the Employee must complete disclosure forms required by law.

#### 2. RESIGNATION AND TERMINATION.

This Agreement shall terminate upon the earliest occurrence of any of the following

events: (a) upon written notice of termination by Employee to the Board of Directors that Employee, in his sole discretion, no longer wishes to assist District in connection with this Agreement; or (b) upon written notice of termination by District Manager to Employee that the District, in his/her sole discretion, no longer wishes to retain Employee or (c) until agreement expires, with an end date of December 31, 2021. If this Agreement is terminated pursuant to (a) or (b) above, a 10 days' notice is required by terminating party.

The parties recognize and affirm that: (i) Employee is an "at will" employee whose employment may be terminated by the District without cause; and (ii) there is no express or implied promise made to Employee for any form of continued employment. This Agreement is the sole and exclusive basis for an employment relationship between Employee and District.

3. COMPENSATION.

District agrees to pay Employee on an hourly basis. Employee will receive \$100.00/hour worked. Employee will work no more than twenty (20) hours per calendar month. Employee is not entitled to any minimum guarantee of hours. All work hours must be preapproved by the District Manager. Hourly rate is payable in installments at the same time as other employees of the District are paid and subject to customary withholdings.

4. SUPPLEMENTAL BENEFITS.

Employee shall not receive supplemental benefits, with the exception of 24 hours of sick leave, which was allotted to Employee on April 21, 2021. As used herein, "benefits" means holidays, sick leave, vacation leave, retirement benefits and payments, health insurance, vision insurance, dental insurance, disability insurance, and life insurance.

5. NOTICES.

Any notices required by this Agreement shall be in writing and either given in person or by first class mail, with the postage prepaid, addressed as follows:

TO DISTRICT: District Manager  
Paradise Irrigation District  
6332 Clark Road  
Paradise, CA 95969

TO EMPLOYEE: Ross Gilb  
251 Lost Horizon Drive  
Oroville, CA 95966

6. ENTIRE AGREEMENT.

The parties, by execution of this Agreement, agree that all earlier agreements, amendments,

understandings, communications, representations or promises, whether written or oral, are hereby revoked and superseded by this Agreement. This Agreement is the final expression of the complete agreement of the parties with respect to the matters specified herein and supersedes all prior oral or written understandings. Except as prescribed herein, this Agreement cannot be modified except by written mutual agreement signed by both parties.

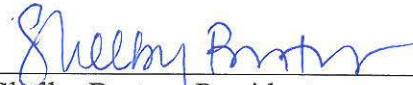
7. ASSIGNMENT.

This Agreement is not assignable by either District or Employee.

IN WITNESS WHEREOF, the District has caused this Agreement to be signed and executed in its behalf by its President and duly attested by the Secretary. The Employee has also executed it.



Ross Gilb  
Employee



Shelby Boston, President  
Paradise Irrigation District

ATTEST:



Georgeanna Borrayo, District Secretary

## EXHIBIT “A”

### Examples of Duties

- Serves as the Controller for the District.
- Plans, organizes, directs, and manages District financial, accounting, investment decisions, and administrative/personnel duties including implementation of District programs and policies.
- Provides long range financial planning, protection of District assets, and development and maintenance of budget controls.
- Prepares, presents, and monitors the District’s budget.
- Assumes responsibility for the proper investment of District funds in accordance with the District’s investment policy.
- Coordinates the District’s outside annual certified audit, participates in the selection process of the auditing firm, and implements adequate internal controls to safeguard the District’s assets.
- Administers long-term capital project financings, reviews interest rate opportunities, and monitors bond covenant/continuing disclosure certifications.
- Oversees the recording of assets and ensures timely posting of general ledger activity; and directs the development, preparation, and timely presentation of financial reports and statements.
- Maintains proper administration of District’s grant funding opportunities.
- Administers the District insurance and risk management functions.
- Assists the District Manager in the development of District collective bargaining proposals.
- Performs related duties as assigned.



# Paradise Irrigation District

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

AGENDA ITEM 10.h. (Pages 99-100)  
Reservoir B Replacement Project

*"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: Sami Kader, Water Works Engineers

DATE: December 9, 2021

RE: Advertisement for Bids for Construction Services –  
**Reservoir B Replacement Project**

## Background:

The Reservoir B Replacement Project was originally designed in 2018 and was nearly ready to bid right before the Camp Fire in November 2018. The project was designed, at the time, to replace the 3-million gallon lined and covered earth embankment reservoir with two 2.5-million-gallon bolted steel tanks.

During the Camp Fire, the cover and liner of Reservoir B were severely damaged by flying burning debris. The Reservoir B Replacement project was re-designed to directly replace the 3-million-gallon capacity of Reservoir B and the project was a part of the PID FEMA funding application process. After considerable time, discussion and debate, FEMA eventually denied funding the project completely.

The Reservoir B Replacement Project was also included on a parallel path funding application with the CA State Water Resources Control Board (SWRCB) Drinking Water State Revolving Fund (DWSRF) and Additional Supplemental Appropriation for Disaster Relief Act (ASADRA) programs. The application process has been ongoing for just over a year and appears to be coming to fruition.

Recently, the Division of Financial Assistance Project Manager has indicated two things via email:

1. A funding agreement is expected to be sent to PID in early 2022.
2. The construction eligible start date has been set at November 1, 2021, meaning project costs incurred after that date will be reimbursable once a funding agreement has been signed.

Our hope is that this funding agreement will be available to the District by the time we bring this project back to the Board for approval to award.

### Project Summary

This project includes the following components:

1. Demolition of existing earth embankment reservoir, cover and liner, inlet and outlet piping
2. Re-grading of the Reservoir B site in preparation for the installation of new steel tanks
3. Engineered fill below tanks
4. Concrete tank floor/foundations
5. Two, new glass fused to steel bolted tanks (sole sourced to CST/Aquastore), each with a nominal capacity of 1.5-million gallons
6. New 36", 24" and 16" piping and valves across Reservoir B site to move water in and out of the steel tanks
7. Gravel access roads
8. Security fencing
9. Landscaping/screening along north property line
10. Tank monitoring instrumentation and SCADA communication equipment

### Project Result

This project will result in two 1.5-million-gallon glass fused to steel bolted tanks being installed at Reservoir B, each able to be filled and emptied independently or together.

### Cost and Schedule

Estimated Construction Cost: \$7.26M (\$6.52M + \$740k construction contingency)

Anticipated Bid and Construction Schedule:

1. Bid Advertisement: 12/16/21
2. Pre-Bid Meeting: 1/11/22
3. Bid Opening: 2/3/22
4. Project Award: 2/16/22
5. Notice to Proceed: Late February 2022
6. Project Completion: December 2022/January 2023

### **The following is requested:**

*"Direct Staff to, pending legal review, advertise the Reservoir B Replacement Project for bids to be brought back to the Board in February 2022 for approval of contract award to the recommended low bidder."*





# Paradise Irrigation District

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

## AGENDA

### ANNUAL MEETING OF THE BOARD OF DIRECTORS PARADISE IRRIGATION DISTRICT PUBLIC FACILITIES FINANCING CORPORATION 6332 CLARK ROAD, PARADISE, CA 95969

**WEDNESDAY, DECEMBER 15, 2021**

- ❖ *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) 876-2039 at least 48 hours in advance of the meeting.*
- ❖ *The following options are available for members of the public interested in participating in the meeting remotely:*

*Via Zoom Meeting: <https://us02web.zoom.us/j/88192841237>*

*Telephone: +1 669 900 6833 US (San Jose)*

*Meeting ID: 881 9284 1237*

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

*Via Email or Telephone: Public comment will be accepted by email with the subject line PUBLIC COMMENT ITEM NO. \_\_\_\_ to [gborrayo@paradiseirrigation.com](mailto:gborrayo@paradiseirrigation.com) or telephone (530) 876-2039 prior to 4:00 p.m. on the day of the meeting.*

#####

Members of the public may comment on Agenda items at the time the item is presented. Speakers may comment on items not listed on the Agenda under Public Participation. Comments should be limited to a maximum of five (3) minutes. State Law prohibits the PID Board of Directors from acting on items not listed on the agenda.

1. OPENING
  - a. Call to Order
  - b. Roll Call
2. APPROVAL OF MINUTES
  - a. Approval of Minutes: December 16, 2020 Annual Meeting of the  
Public Facilities Financing Corporation
3. PUBLIC PARTICIPATION
4. DISCUSSION: Public Facilities Financing Corporation – Organization, Purpose, and Use of Funds (Finance & Accounting Manager Ross Gilb). *Information item only.*
5. ADJOURNMENT

## MINUTES

### ANNUAL MEETING OF THE BOARD OF DIRECTORS PARADISE IRRIGATION DISTRICT PUBLIC FACILITIES FINANCING CORPORATION DECEMBER 16, 2020

The annual meeting of the Board of Directors of the Paradise Irrigation District Public Facilities Financing Corporation was called to order at 8:42 p.m. by President Shelby Boston.

OPENING

BOARD MEMBERS  
PRESENT:

Directors Alan Hinman, Marc Sulik, Vice President Dan Hansen, President Shelby Boston  
Director Brian Shaw (participating remotely via GoToMeeting)

ROLL CALL

BOARD MEMBERS  
ABSENT:

None

STAFF PRESENT:

Interim District Manager Tom Lando, Assistant District Manager Mickey Rich, Finance & Accounting Manager Ross Gilb, and Secretary Georgeanna Borrayo

ALSO PRESENT:

Joining the meeting remotely via GoToMeeting: Attorney Emily LaMoe

It was moved by Vice President Hansen and seconded by Director Hinman to approve the December 18, 2019 Minutes of the Annual Meeting of the Paradise Irrigation District Public Facilities Financing Corporation (PFFC) as presented.

APPROVAL OF  
MINUTES  
DEC. 18, 2019 PFFC  
ANNUAL MEETING  
(Item 2.a.)

AYES: Directors Hinman, Hansen, Sulik, Shaw, and Boston  
NOES: None  
ABSTAIN: None  
ABSENT: None  
Motion passes 5-0

Staff reported no comments have been received.

PUBLIC  
PARTICIPATION

Finance & Accounting Manager Ross Gilb provided an overview regarding the purpose and use of funds under the Paradise Irrigation District Public Facilities Financing Corporation (PFFC). The individuals who serve as members of the Board of Directors of the Paradise Irrigation District also serve as Directors of the Corporation and an annual meeting of the PFFC Board is held to remain in good standing throughout continuance of the Corporation. The Corporation was established for the purpose of providing a vehicle for the Board to pledge revenues to acquire debt to purchase assets by financing the acquisition, construction, and installation of public facilities for the use and benefit of the Corporation. The District does not currently have outstanding debt in which the Corporation has authorized a financing action.

PUBLIC FACILITIES  
FINANCING  
CORPORATION:  
ORGANIZATION,  
PURPOSE, & USE  
OF FUNDS  
(Item 4)

As there were no further questions or comments, it was moved by President Boston to adjourn the meeting. The annual meeting of the PID Public Facilities Financing Corporation was adjourned at 8:50 p.m.

ADJOURNMENT

---

Georgeanna Borrayo, Secretary

---

Shelby Boston, President