



# 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, MAY 18, 2022 – 6:30 PM**

- ❖ *The Board of Directors is committed to making its meetings accessible to all citizens. Any persons requiring a special accommodation to participate, is requested to contact the District Secretary at (530) 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

#### 2. **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.

- (Pg. 3) 3. **APPROVAL OF CONSENT CALENDAR:** *Action may be taken.*

- a. Approval of Meeting Agenda Order
- b. Approval of Minutes – Regular Meeting of April 20, 2022

(Pg. 4-8)

#### 4. **TREASURER'S UPDATE:**

- (Pg. 9-13) a. **Treasurer's Report:** Review and acceptance of the Treasurer's Report for the period ending April 30, 2022. *Action may be taken.*

- (Pg. 14-24) b. **Expense Approval Report:** Approval of General Fund Check Numbers 57636 through 57655 for the month of April 2022 totaling \$1,341,847.11 exclusive of voided check number 57640, and authorization of a similar amount allowing or adjusting for extraordinary budget or Board approved items during the month of May 2022. *Action may be taken.*

- (Pg. 25-42) 5. **PID STAFF & CONSULTANT REPORT UPDATES:** Verbal and written report updates from staff and consultants. *Information item only.*
- a. Options Study Update (Pg. 25-26)
  - b. Strategic Plan Progress Report (Pg. 27-30)
  - c. Customer Service Activity Report (Pg. 31)
  - d. Field Operations Staff Report (Pg. 32-36)
  - e. Water Treatment Plant Staff Report (Pg. 37)
  - f. Engineering Reports (Pg. 38-42)
  - g. Water Supply Recovery Program Update: Progress update provided by Water Works Engineers
  - h. Post Fire Disaster Public Assistance & Recovery Management Services Update: Verbal update provided by Nicole Maddox – Aptim Environmental & Infrastructure.
6. **COMMITTEE REPORTS:** *Information Item Only.*  
Board oral report(s) regarding representation on Commissions/Committees/Conferences:
- a. Finance Committee (Directors Matthews and Hinman – Chairperson)
  - b. Community Relations Committee (Directors Matthews and Sulik – Chairperson)
  - c. ACWA Spring Conference (Director Hinman)
7. **UNFINISHED BUSINESS –** None to report
8. **NEW BUSINESS:**
- (Pg. 43-50) a. **GIS Valve Tagging Location Project** (Blaine Allen): Authorize the District Manager to enter into an Agreement with Water Works Engineers to survey the District's valve cans not to exceed \$257,934.00, and an additional 15% contingency funding totaling \$38,690.00. *Action may be taken.*
- (Pg. 51-53) b. **Annual Confirmation of Wise Water Use Regulations** (Mickey Rich): Confirm the District's Wise Water Use Regulations as presented. *Action may be taken.*
- (Pg. 54-59) c. **Salary Survey and Compensation Study** (Mickey Rich): Consider selection of consultant to perform a Compensation Study for the Paradise Irrigation District. *Action may be taken.*
9. **DIRECTORS' COMMENTS:** *Information Item Only.*
10. **ADJOURNMENT OF MEETING**

CONSENT CALENDAR  
REGULAR MEETING  
PARADISE IRRIGATION DISTRICT  
BOARD OF DIRECTORS

WEDNESDAY, MAY 18, 2022 – 6:30 PM

- A. APPROVAL OF MEETING AGENDA ORDER
- B. APPROVAL OF MINUTES – REGULAR MEETING OF APRIL 20, 2022  
**Action Requested:** Approve Minutes for the regularly scheduled meeting of the Board of Directors on April 20, 2022.

## MINUTES

### REGULAR MEETING BOARD OF DIRECTORS PARADISE IRRIGATION DISTRICT APRIL 20, 2022

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 Bob Matthews, Alan Hinman, Brian Shaw, Vice President Marc Sulik and President Shelby Boston

ROLL CALL

BOARD MEMBERS ABSENT: None

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

ALSO PRESENT: PID Legal Counsel – Dustin Cooper, Dan Efseaff with Paradise Recreation & Park District, Patricia Slaven with ACWA Joint Powers Insurance Authority, Consultants Sami Kader, Colleen Boak, and Esmeralda Diego with Water Works Engineers, Nicole Maddox with APTIM, and members of the public.

It was moved by Director Shaw and seconded by Director Hinman to adopt Resolution No. 2022-07; 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 Matthews, Sulik, Hinman, Shaw, and Boston

NOES: None

ABSENT: None

**Motion passes 5-0**

RESOLUTION NO.  
2022-07 ADOPTED  
RE-AUTHORIZING  
REMOTE  
MEETINGS  
CONSISTENT WITH  
AB 361  
(Item 2)

No public comments were received.

PUBLIC  
PARTICIPATION

President Boston announced agenda item 4 will be tabled at this time as the representative from the ACWA Joint Powers Insurance Authority is not currently present. The Board will move forward and adjourn to closed session to discuss agenda items 5.a., 5.b., 5.c. and 5.d. Following an opportunity for public comment, the Board adjourned to closed session at 6:34 p.m. regarding the following:

CLOSED SESSION  
(Item 5.a., 5.b., 5.c.  
& 5.d.)

5.a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (California Government Code section 54956.9 (d)(1).) Pacific Gas & Electric Company Bankruptcy Proceedings, including PID claim against Fire Victim Trust. Bankruptcy Case No. 19-30088 (DM).

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

CONTINUED –  
CLOSED SESSION

5.b. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (California Government Code section 54957 (b)). District Manager

*Closed Session Announcement: Direction has been provided to staff.*

5.c. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (California Government Code section 54957 (b)). Assistant District Manager

*Closed Session Announcement: Direction has been provided to staff.*

5.d. CONFERENCE WITH LABOR NEGOTIATORS (California Government Code section 54957.6):

PID Labor Negotiator: Tom Lando, District Manager

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

*Closed Session Announcement: Direction has been provided to PID Labor Negotiator.*

CLOSED SESSION  
ANNOUNCEMENT  
(Item 6)

President Boston reconvened the regular meeting at 7:16 p.m. and provided closed session announcement information regarding agenda items 5.a., 5.b., 5.c., and 5.d. as listed in italicized print under each closed session item above.

PRESENTATION  
OF REFUND  
CHECK FROM  
ACWA JPIA  
(Item 4)

Patricia Slaven, JPIA Director of Human Resources and Administration, presented a refund check issued to Paradise Irrigation District in the amount of \$49,232.00 under the Association of California Water Agencies Joint Powers Insurance Authority (ACWA JPIA) Rate Stabilization Fund. PID participates in the Property, Liability, and Workers' Compensation Programs. This refund check represents a refund from the Workers' Compensation program. **Informational item only.**

MEETING AGENDA  
ORDER

President Boston announced new business agenda items 11.a. – Paradise Lake Progress Report and 11.b. – Paradise Welcome Sign Consideration, will be moved forward on the agenda for discussion.

PARADISE LAKE  
PROGRESS  
REPORT  
(New Business  
Item 11.a.)

Dan Efseaff, District Manager with the Paradise Recreation & Park District (PRPD) reported on the Lease Agreement between Paradise Irrigation District and PRPD effective June 1, 2020, to manage recreation amenities and operations at Paradise Lake. Manager Efseaff provided an overview regarding program and parking revenues received during 2020-2021), new programs and events introduced, as well as grant funding for trails.

**Informational item only; no Board action taken.**

PARADISE  
WELCOME SIGN  
PARTICIPATION  
APPROVED  
(Item 11.b.)

Board members considered participation for the Paradise Welcome Sign. Organizations requesting new logos would pay the new medallion fee and could reapply for subsequent years up to year 5. This would result in a total of \$1,100 per medallion for the first five years:

Sign creation, installation & 1<sup>st</sup> year of maintenance = \$500

Maintenance for additional 4 years (Year 2-5): \$150 per year = \$600

It was moved by Director Sulik and seconded by Director Matthews to approve the PID logo design to be included on the Welcome to Paradise sign for a 5-year commitment and a total cost of \$1,100.00.

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

CONTINUED –  
PARADISE  
WELCOME SIGN  
(Item 11.b.)

Board members reviewed consent calendar items as follows

APPROVAL OF  
CONSENT  
CALENDAR  
(Item 7.a. – 7.c.)

7.a. Approval of Meeting Agenda Order  
7.b. Approval of Minutes for Regular Meeting of March 16, 2022  
7.c. Approval of Minutes for Special Meeting of April 12, 2022

It was moved by Director Shaw and seconded by Director Sulik to approve the Consent Calendar as presented.

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

Board members reviewed a written Treasurer's Report presented by Finance & Accounting Manager / Treasurer Brett Goodlin for the period ending March 31, 2022, highlighting the district's cash position, debt service analysis, operational overview, and recovery funding. Treasurer Goodlin further reported a draft budget discussion for Fiscal Year 2022-2023 is planned in early May with the Finance Committee.

ACCEPTANCE OF  
TREASURER'S  
REPORT FOR  
PERIOD ENDING  
MARCH 31, 2022  
(Item 8.a.)

It was moved by Director Shaw and seconded by Director Sulik to accept the Treasurer's Report for the period ending March 31, 2022, as presented.

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

Board members reviewed accounts payable expense reports for the month of March 2022. Discussion included the current expense approval process for expenditures made in the previous month. Staff noted making an inquiry with legal counsel for further opinion relating to check warrant approval practices.

ACCOUNTS  
PAYABLE  
EXPENSE REPORT  
FOR THE MONTH  
OF MAR. 2022  
APPROVED  
(Item 8.b.)

It was moved by Director Shaw and seconded by Director Hinman to approve General Fund check numbers 57557 through 57635 for the month of March 2022 totaling \$1,749,018.73, exclusive of voided check numbers 57619, 57624, and 57627, and authorization of a similar amount allowing or adjusting for extraordinary budget or Board approved items during the month of April 2022.

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

District Manager Tom Lando commented on the following: 1) A public meeting is anticipated in May to discuss the draft "Options Study" as identified by consultants developing the study, to present an update and options the district might consider for ensuring greater financial stability.

INFORMATIONAL  
PID STAFF AND  
CONSULTANT  
REPORT UPDATES  
(Item 9.a. – 9.h.)

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. Consultant Nicole Maddox with Aptim Environmental & Infrastructure discussed information regarding Public Assistance and Disaster Recovery Management Services and discussed potential grant funding possibilities under the Community Development Block Grant – Phase 2.

UNFINISHED  
BUSINESS

No unfinished business to report.

CONTINUED –  
NEW BUSINESS:

METER  
INSTALLATION &  
SERVICE LATERAL  
REPLACEMENT  
PHASE 2 PROJECT  
RECOMMENDA-  
TION

Colleen Boak with Water Works Engineers reported the Meter Installation and Service Lateral (MISLR) Phase 2 Project is currently in its 8<sup>th</sup> month of work, or about 44% complete with the schedule. The project is on track to complete the original scope within the original scoped timeframe.

Over the last year PID has continued to see an uptick in demand for water service, beyond that which was known at the time the project was originally developed. Over the last few months, Water Works and PID staff have worked together to assess these demand patterns and options to best meet them, bringing them to the Community Relations Committee and the Board for discussion. Consistent with these discussions, staff recommends the Board consider and authorize an expansion of the MISLR contract by 25%, as well as authorizing 10% additional contingency funding to accompany this contract expansion.

CONTRACT  
EXPANSION WITH  
RCI GENERAL  
ENGINEERING  
APPROVED  
(Item 11.c.)

It was moved by Director Hinman and seconded by Director Matthews to approve the expansion of the Meter Installation and Service Lateral Phase 2 Project by up to 25%, authorizing the District Manager to execute a contract amendment with RCI General Engineering not to exceed \$4,419,186.00. Additionally, authorize 10% contingency funding for this project expansion totaling \$441,918.60 to be executed at the discretion of the District Manager or his designated representative as needed.

AYES: Directors Matthews, Sulik, Hinman, Shaw, and Boston

NOES: None

ABSENT: None

**Motion passes 5-0**

DISASTER  
RECOVERY  
MANAGEMENT  
SERVICES  
AGREEMENT –  
AMENDMENT 5  
WITH WATER  
WORKS  
ENGINEERS  
APPROVED  
(Item 11.d.)

Staff reported the proposed Amendment 5 to the Professional Services Agreement with Water Works Engineers (WWE) is to allow for WWE to accommodate an increase in the scope of services to manage the increased pace of construction being performed by RCI General Engineering on the Meter Installation and Service Lateral Replacement Project.

It was moved by Director Shaw and seconded by Director Sulik to authorize approval of Amendment 5 and direct staff to increase Water Works Engineers contract not-to-exceed amount to \$7,370,624.00 for disaster recovery engineering services being provided under the original agreement dated March 14, 2019.

AYES: Directors Matthews, Sulik, Hinman, Shaw, and Boston

NOES: None

ABSENT: None

**Motion passes 5-0**



Colleen Boak with Water Works Engineers reported the work of improvement for the Almond Street Main Replacement Project provided for construction services for the installation of a new subsurface water main along Almond Street in Paradise, as well as re-establishing services to adjacent properties.

ALMOND ST. MAIN  
REPLACEMENT  
PROJECT NOTICE  
OF COMPLETION &  
ACCEPTANCE  
(Item 11.e.)

It was moved by Director Sulik and seconded by Director Shaw to authorize the District Manager to make the final payments to Santos Excavating in the amount of \$200,258.34, release the \$37,977.35 retention in 45 days and file the project's Notice of Completion and Acceptance with the Office of the Butte County Clerk-Recorder.

AYES: Directors Matthews, Sulik, Hinman, Shaw, and Boston

NOES: None

ABSENT: None

**Motion passes 5-0**

District Manager Tom Lando reported Paradise Irrigation District entered into an agreement with Bartle Wells Associates to complete a fiscal analysis for the District going forward. Since the original contract was signed, a capital improvement program was completed, and Bartle Wells was asked to redo their analysis to include this work and develop final rate and fee recommendations based on updated scenarios.

FINANCIAL  
ANALYSIS –  
BARTLE WELLS  
ASSOCIATES –  
ADDITIONAL  
CONSULTING  
BUDGET  
AUTHORIZATION  
(Item 11.f.)

It was moved by Director Shaw and seconded by Director Sulik to approve the request from Bartle Wells Associates to support the amended services in connection with the completion of the financial analysis and authorize an additional \$15,000 over the originally budgeted amount of \$60,000 for a total not-to-exceed amount of \$75,000 and authorize the District Manager to execute a contract amendment.

AYES: Directors Matthews, Sulik, Hinman, Shaw, and Boston

NOES: None

ABSENT: None

**Motion passes 5-0**

Director Shaw: Acknowledged PID staff and consultants for their work and noted the Paradise Gold Nugget Days Parade is this weekend.

DIRECTORS'  
COMMENTS  
(Item 13)

Director Hinman: Expressed appreciation to Water Works Engineers & Nicole Maddox with APTIM for their support and thanked PID staff for their work.

Director Sulik: Echoed comments of Directors Shaw and Hinman.

Director Matthews: Extended a thank you to everyone for their work and efforts.

President Boston: Echoed the thoughts expressed by the other directors.

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 9:10 p.m.

ADJOURNMENT OF  
MEETING

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

\_\_\_\_\_  
Shelby Boston, President



Treasurer's Report – April 2022

**1. Cash Position** – At 04/30/2022 the District's total cash position was \$8,543,157.

**2. Debt Service Analysis**

a. Through 4/30/2022 the District has paid four debt payments totaling \$1,096,245.

b. The District's total outstanding debt is \$4,302,145.

i.	IBank	\$1,035,645
ii.	Capital One	\$1,460,000
iii.	BB&T	\$1,169,300

**3. Customers**

As of April 30, 2022, the District has 4,201 active accounts and 4,644 active, but sealed, accounts. There are 1,760 inactive accounts that have been permanently disconnected.

**4. Revenues**

Staff has identified the need for additional hydrant/construction meters. The meters have since been ordered and are now active. This both fulfills a need that construction crews have in respect to our town's rebuilding and also supports the District with an additional stream of regular income.

**5. Expenses**

Staff is actively exploring and speaking with vendors to find ways to minimize costs. This month the focus has been exploring cost savings using new tools for the entire HR suite as well as exploring the viability of implementing solar panels to offset our utilities cost which has averaged over \$19k each month for the past year.

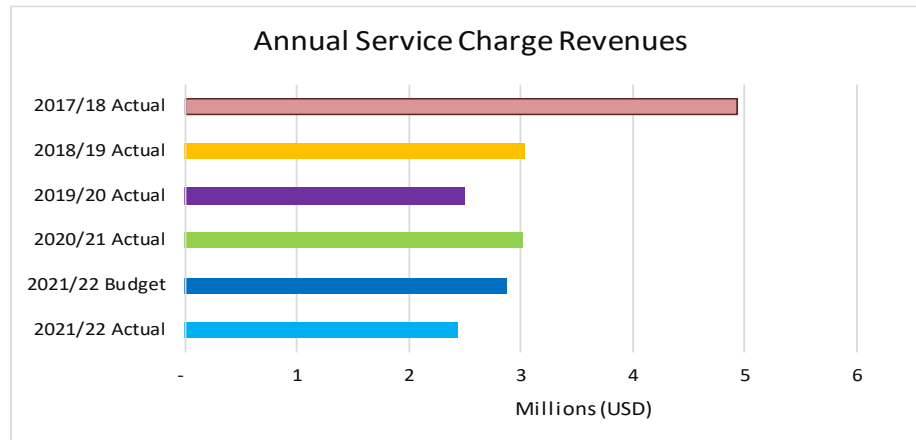
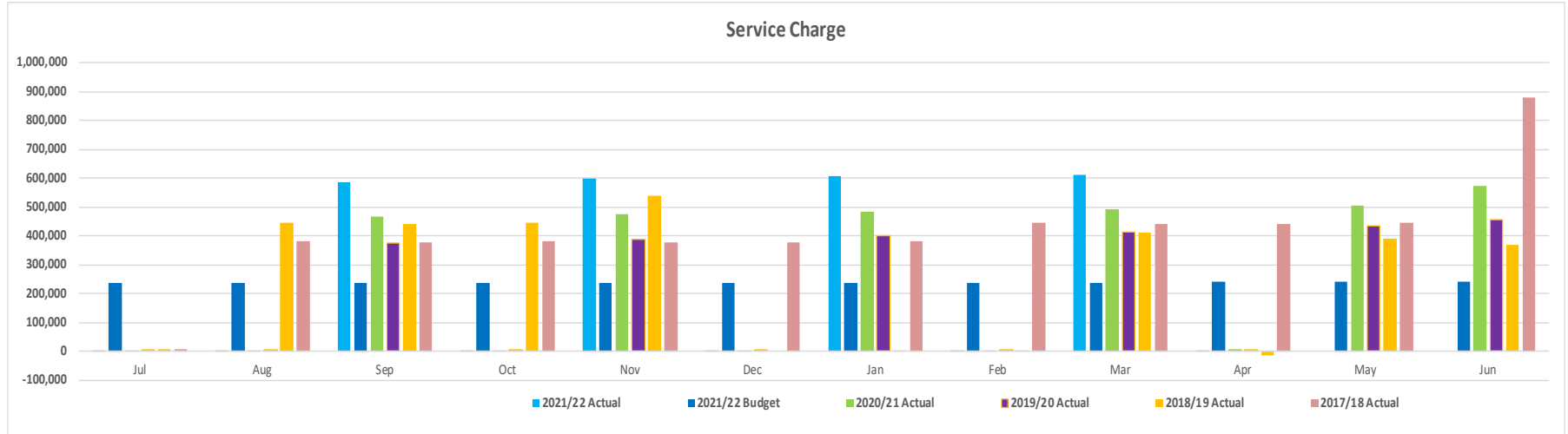
**6. Recovery Funding**

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

	2019/20 Actual	2020/21 Actual	2021/22 Estimate	2021/22 Actual
<b><u>REVENUES:</u></b>				
Water Sales	2,311,794	2,793,089	2,889,235	2,128,335
Outside Water Sales	105,338	118,909	100,000	167,195
Other	1,060,600	655,710	63,780	392,165
Interest	93,111	85,927	35,000	16,297
Taxes - 1%	380,185	432,366	250,000	120,187
FMV Gain/Loss - Securities	(427)	(319)	-	-
Grant Rev	25,500	293,742	-	764
Inc-Capacity Fees	16,252	171,285	-	96,551
Revenue - PFD	54,372	62,621	50,000	63,279
<b>Total Revenue</b>	<b>4,046,725</b>	<b>4,613,331</b>	<b>3,388,015</b>	<b>2,984,773</b>
<b><u>EXPENDITURES:</u></b>				
Operating	5,260,887	5,468,220	6,552,418	4,545,586
Debt Service	841,723	936,174	1,096,701	1,096,245
PFD	34,043	57,704	-	-
<b>Total Expenditures</b>	<b>6,136,653</b>	<b>6,462,098</b>	<b>7,649,119</b>	<b>5,641,831</b>
<b>Increase/(Decrease) in Cash before Recovery, Debt Proceeds, and Capital Improvements</b>	<b>(2,089,927)</b>	<b>(1,848,766)</b>	<b>(4,261,104)</b>	<b>(2,657,058)</b>
Debt Proceeds	76,922	-	-	-
<b>Increase/(Decrease) in Cash before Recovery and Capital Improvements</b>	<b>(2,013,005)</b>	<b>(1,848,766)</b>	<b>(4,261,104)</b>	<b>(2,657,058)</b>
FEMA Reimbursements	159,961	2,390,485	13,059,640	7,372,291
Insurance Proceeds	4,084,707	5,068,231	3,000,000	401,787
State Funding	7,374,330	7,374,330	-	-
PGE Locating Reimbursements	-	59,627	300,000	-
Other Recovery Grants			10,370,139	
<b>Cash Available for Recovery/Capital Projects</b>	<b>11,618,998</b>	<b>14,892,673</b>	<b>26,729,780</b>	<b>7,774,077</b>
	<b>9,605,993</b>	<b>13,043,906</b>	<b>22,468,675</b>	<b>5,117,019</b>
Major Capital/Recovery Projects	(6,414,054)	(389,853)	(27,790,671)	(10,115,949)
Minor Capital Projects	-	-	(502,889)	-
<b>Increase/(Decrease) in Cash</b>	<b>3,191,938</b>	<b>12,654,054</b>	<b>(5,824,885)</b>	<b>(4,998,930)</b>
<b>Beginning Cash Balance</b>	<b>4,043,797</b>	<b>7,235,735</b>	<b>19,889,789</b>	<b>13,542,086</b>
<b>Ending Cash Balance</b>	<b>7,235,735</b>	<b>19,889,789</b>	<b>14,064,905</b>	<b>8,543,156</b>

	FY 2019/20 Actual	FY 2020/21 Actual	FY 2021/22 Estimate	FY 2021/22 Actual
<b><u>General Fund/Operating</u></b>				
Water - Service	2,303,549	2,339,495	2,869,235	2,111,155
Water - Consumption	(918)	(44)	-	-
Water - Fees & Adjustments	9,164	140	20,000	17,180
Outside Water Sales	105,338	118,909	100,000	167,195
Meter Revenue	868,678	420,649	-	288,236
Recreation & Boating Permits	17,508	165	-	-
Backflow Check	560	-	-	-
Rents	15,496	17,386	24,180	16,606
Custom Work/PFD Reimbursement	83,973	65,972	39,600	38,041
Misc	74,386	176,009	-	49,281
Interest	-	-	-	-
<b>Total Operating Income</b>	<b>3,477,732</b>	<b>3,138,681</b>	<b>3,053,015</b>	<b>2,687,695</b>
<b><u>Special Revenue Fund</u></b>				
<b>Capital Improvement Program</b>				
Taxes - 1%	380,185	354,959	250,000	120,187
Interest	93,111	85,927	35,000	16,297
FMV Gain/Loss - Securities	(427)	(319)	-	-
Inc-Capacity Fees	16,252	154,613	-	96,551
Grant	25,500	293,977	-	764
<b>Total Capital Improvement</b>	<b>514,621</b>	<b>889,157</b>	<b>285,000</b>	<b>233,798</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><u>Recovery Proceeds</u></b>				
State Backfill Funding	7,374,330	7,374,330	-	-
FEMA Reimbursements	159,961	2,390,485	13,059,640	7,372,291
Insurance Proceeds	4,084,707	5,068,231	3,000,000	401,787
PGE Locating Reimbursements	-	59,627	300,000	-
Other Recovery Grants	-	-	10,370,139	-
<b>Total Recovery Proceeds</b>	<b>11,618,998</b>	<b>14,892,673</b>	<b>26,729,780</b>	<b>7,774,077</b>
<b><u>PFD</u></b>				
Revenue - PFD	54,372	51,635	50,000	63,279
<b>Total PFD</b>	<b>54,372</b>	<b>51,635</b>	<b>50,000</b>	<b>63,279</b>
<b>Total Revenue</b>	<b>15,665,723</b>	<b>18,972,146</b>	<b>30,117,794</b>	<b>10,758,850</b>

Water Service Revenue Billing												
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
2021/22 Actual	1,760	4,579	587,039	4,893	596,798	3,523	608,382	4,998	613,474	4,446	-	-
2021/22 Budget	238,513	238,620	238,728	238,835	238,942	239,049	239,157	239,264	239,371	239,478	239,586	239,693
2020/21 Actual	2,280	1,333	466,394	3,506	475,761	2,476	484,495	4,118	491,496	6,345	504,702	571,641
2019/20 Actual	1,950	1,459	376,330	4,596	388,750	4,108	401,779	2,327	414,659	2,278	436,706	457,655
2018/19 Actual	7,477	445,228	442,605	446,075	538,836	-	130	603	411,314	(15,436)	392,367	369,174
2017/18 Actual	6,378	381,740	377,746	379,822	378,727	377,282	381,207	445,045	443,255	443,034	443,870	879,717



<b>Operational Expenses Summary by Function</b>	<b>FY 2019/20 Actual</b>	<b>FY 2020/21 Actual</b>	<b>FY 2021/22 Estimate</b>	<b>FY 2021/22 Actual</b>
Source of Supply	\$ 77,819	\$ 150,604	\$ 199,000	\$ 134,617
Security & Recreation	44,036	-	-	1,752
Water Treatment	1,284,603	1,174,412	1,346,858	1,061,468
Transmission & Distribution	2,377,051	1,658,068	2,187,214	1,606,957
Customer Service	291,064	237,448	323,795	229,138
Administration	1,522,408	1,492,426	2,495,550	1,511,654
<b>Total Operating Expenditures</b>	<b>5,596,982</b>	<b>4,712,958</b>	<b>6,552,418</b>	<b>4,545,586</b>

<b>Operational Expenses Detail by Function</b>	<b>FY 2019/20 Actual</b>	<b>FY 2020/21 Actual</b>	<b>FY 2021/22 Estimate</b>	<b>FY 2021/22 Actual</b>
<b><u>Source of Supply</u></b>				
Salary and Benefits	-	-	-	941
Materials and Supplies	-	2,589	30,000	-
Outside Services	77,476	145,231	165,000	133,236
Utilities	344	2,784	4,000	440
Insurance	-	-	-	-
<b>Total Source and Supply</b>	<b>77,819</b>	<b>150,604</b>	<b>199,000</b>	<b>134,617</b>
<b><u>Security &amp; Recreation</u></b>				
Salary and Benefits	40,777	-	-	-
Materials and Supplies	-	-	-	-
Outside Services	36	-	-	1,752
Utilities	1,724	-	-	-
Insurance	1,500	-	-	-
<b>Total Security &amp; Recreation</b>	<b>44,036</b>	<b>-</b>	<b>-</b>	<b>1,752</b>
<b><u>Water Treatment</u></b>				
Salary and Benefits	912,991	837,461	871,908	804,783
Materials and Supplies	180,761	160,137	245,000	116,004
Outside Services	45,341	38,154	66,400	33,900
Utilities	128,510	121,160	146,050	106,781
Insurance	17,000	17,500	17,500	-
<b>Total Water Treatment</b>	<b>1,284,603</b>	<b>1,174,412</b>	<b>1,346,858</b>	<b>1,061,468</b>
<b><u>Transmission &amp; Distribution</u></b>				
Salary and Benefits	1,324,018	1,081,815	1,675,589	1,096,766
Materials and Supplies	931,768	386,148	330,625	379,542
Outside Services	35,038	97,832	79,500	82,395
Utilities	60,227	61,272	70,000	48,254
Insurance	26,000	31,000	31,500	-
<b>Total Transmission and Distribution</b>	<b>2,377,051</b>	<b>1,658,067</b>	<b>2,187,214</b>	<b>1,606,957</b>
<b><u>Customer Service</u></b>				
Salary and Benefits	272,357	218,610	300,295	217,400
Materials and Supplies	1,264	-	-	88
Outside Services	5,943	5,937	10,000	11,650
Insurance	11,500	12,900	13,500	-
<b>Total Customer Service</b>	<b>291,064</b>	<b>237,447</b>	<b>323,795</b>	<b>229,138</b>
<b><u>Administration</u></b>				
Salary and Benefits - Admin Staff	951,621	812,504	1,276,458	810,484
Salary and Benefits - Board	-	14,611	5,592	-
Materials and Supplies	182,912	129,835	224,800	165,069
Outside Services	249,141	397,087	808,700	375,320
Utilities	57,580	58,668	60,500	53,260
Insurance	81,155	66,567	102,500	104,808
Board Expenses	-	13,122	17,000	2,713
<b>Total Administration</b>	<b>1,522,408</b>	<b>1,492,394</b>	<b>2,495,550</b>	<b>1,511,654</b>



Paradise Irrigation District

# Expense Approval Report

## By Vendor Name

Payment Dates 4/1/2022 - 4/30/2022

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
<b>Vendor: 01016 - Access Information Protected</b>				
04/20/2022	APA000126	9343688	Bulk Shredding	227.61
<b>Vendor 01016 - Access Information Protected Total:</b>				<b>227.61</b>
<b>Vendor: 01021 - ACWA/JPIA</b>				
04/25/2022	57651	684667	Dental	1,826.25
04/25/2022	57651	684667	Life	552.42
04/25/2022	57651	684667	EAP	78.54
04/25/2022	57651	684667	Health	23,547.76
04/25/2022	57651	684667	Vision	505.25
04/12/2022	57638	2022-Q1	2022-Q1 Workers' Compensati...	10,059.53
<b>Vendor 01021 - ACWA/JPIA Total:</b>				<b>36,569.75</b>
<b>Vendor: 02957 - Aflac</b>				
04/01/2022	DFT0005130	INV0006299	Montly Aflac Invoice	235.02
04/15/2022	DFT0005161	INV0006322	Montly Aflac Invoice	235.02
04/29/2022	DFT0005184	INV0006344	Montly Aflac Invoice	235.02
<b>Vendor 02957 - Aflac Total:</b>				<b>705.06</b>
<b>Vendor: 03211 - Amazon.com</b>				
04/08/2022	DFT0005154	114-0445124-1216263	Office supplies	162.03
04/08/2022	DFT0005154	113-9247711-6879416	Office supplies	30.21
04/08/2022	DFT0005154	112-8124202-8537804	Office supplies	41.47
<b>Vendor 03211 - Amazon.com Total:</b>				<b>233.71</b>
<b>Vendor: 01068 - Aramark Uniform Services</b>				
04/08/2022	DFT0005155	506000353002	Uniforms	114.97
04/08/2022	DFT0005155	506000358844	Uniforms	260.43
04/08/2022	DFT0005155	506000358849	Uniforms	114.94
04/08/2022	DFT0005155	506000364291	Uniforms	260.43
04/08/2022	DFT0005155	506000364295	Uniforms	118.42
04/08/2022	DFT0005155	506000369266	Uniforms	260.43
04/08/2022	DFT0005155	506000369271	Uniforms	114.94
04/08/2022	DFT0005155	506000374183	Uniforms	260.43
04/08/2022	DFT0005155	506000374209	Uniforms	114.94
<b>Vendor 01068 - Aramark Uniform Services Total:</b>				<b>1,619.93</b>
<b>Vendor: 03108 - Broad &amp; Gusman</b>				
04/15/2022	APA000095	702	Retainer	4,000.00
<b>Vendor 03108 - Broad &amp; Gusman Total:</b>				<b>4,000.00</b>
<b>Vendor: 01942 - Butte Co - Neal Rd Landfill</b>				
04/15/2022	APA000096	02-02154947	Landfill fee	170.97
04/20/2022	APA000127	18267	Landfill fee	235.82
<b>Vendor 01942 - Butte Co - Neal Rd Landfill Total:</b>				<b>406.79</b>
<b>Vendor: 01220 - Butte County Air Quality Managment District</b>				
04/25/2022	57652	17492	Generator permit	261.30
04/25/2022	57652	17492	Generator permit	261.30
<b>Vendor 01220 - Butte County Air Quality Managment District Total:</b>				<b>522.60</b>
<b>Vendor: 01266 - Cedar Creek Publishing</b>				
04/15/2022	APA000097	220401_P1	Postage / Marketing	1,832.54
<b>Vendor 01266 - Cedar Creek Publishing Total:</b>				<b>1,832.54</b>
<b>Vendor: 03157 - Clarity HR Consulting</b>				
04/20/2022	APA000128	1327	MISC PROFESSIONAL SERVICES	914.36
04/21/2022	DFT0005181	1348	HR Consulting	725.00
<b>Vendor 03157 - Clarity HR Consulting Total:</b>				<b>1,639.36</b>

## Expense Approval Report

Payment Dates: 4/1/2022 - 4/30/2022

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
<b>Vendor: 01320 - Comcast</b>				
04/08/2022	DFT0005159	2022-04	TV & Internet	773.49
<b>Vendor 01320 - Comcast Total:</b>				<b>773.49</b>
<b>Vendor: 01370 - Commercial Tire Warehouse</b>				
04/15/2022	APA000098	339634	Equipment repair	1,606.16
<b>Vendor 01370 - Commercial Tire Warehouse Total:</b>				<b>1,606.16</b>
<b>Vendor: 01552 - Davi, Bruce</b>				
04/05/2022	APA000040	13403	Weed & pest control	2,000.00
04/01/2022	APA000027	13404	Weed & pest control	500.00
04/06/2022	APA000051	13432	Weed & pest control	175.00
04/06/2022	APA000051	13433	Weed & pest control	575.00
04/06/2022	APA000051	13434	Weed & pest control (Rental)	425.00
<b>Vendor 01552 - Davi, Bruce Total:</b>				<b>3,675.00</b>
<b>Vendor: 02120 - Durham Pentz Truck Center</b>				
04/15/2022	APA000099	P82252	Unit #29	33.02
04/15/2022	APA000099	P82258	Unit #29	29.56
04/15/2022	APA000099	P82269	Repair parts	110.90
<b>Vendor 02120 - Durham Pentz Truck Center Total:</b>				<b>173.48</b>
<b>Vendor: 02888 - Elecsys International Corporation</b>				
04/15/2022	APA000100	SIP-E153187	Misc. supplies	10.00
<b>Vendor 02888 - Elecsys International Corporation Total:</b>				<b>10.00</b>
<b>Vendor: 03215 - Elva Whatcott</b>				
04/21/2022	57649	271838A	FGL Water Testing	285.00
<b>Vendor 03215 - Elva Whatcott Total:</b>				<b>285.00</b>
<b>Vendor: 01496 - Employee Relations</b>				
04/20/2022	APA000129	92516	Pre-employment	275.38
<b>Vendor 01496 - Employee Relations Total:</b>				<b>275.38</b>
<b>Vendor: 01480 - Employment Development Dept.</b>				
04/04/2022	DFT0005137	INV0006308	State Income Tax Withholding	4,238.33
04/04/2022	DFT0005140	INV0006311	State Disability Withholding	1,201.42
04/11/2022	DFT0005149	INV0006317	State Income Tax Withholding	165.28
04/11/2022	DFT0005152	INV0006320	State Disability Withholding	38.36
04/17/2022	DFT0005176	INV0006339	State Income Tax Withholding	1.81
04/17/2022	DFT0005179	INV0006342	State Disability Withholding	0.33
04/18/2022	DFT0005168	INV0006331	State Income Tax Withholding	4,509.28
04/18/2022	DFT0005171	INV0006334	State Disability Withholding	1,249.75
<b>Vendor 01480 - Employment Development Dept. Total:</b>				<b>11,404.56</b>
<b>Vendor: 01521 - Fastenal Co</b>				
04/20/2022	APA000130	CACHC113324	Supplies #43023	142.37
<b>Vendor 01521 - Fastenal Co Total:</b>				<b>142.37</b>
<b>Vendor: 01527 - Ferguson Enterprises, Inc</b>				
04/25/2022	57654	1687941	Supplies	981.19
04/25/2022	57654	1696426	Nut/Bolt sets	193.05
04/01/2022	APA000028	1687900 (po)	Corp Stop - Serv Brass - 2 ' MIP x..	3,219.57
04/01/2022	APA000028	1687900 (po)	Wye - Serv Brass - 2" x 1" Comp	491.34
04/25/2022	57654	01696426-1	Supplies	310.32
04/01/2022	APA000028	1694337-1 (po)	Pipe - HDPE - 1"	721.93
04/05/2022	APA000041	1682526-2 (po)	Wye - Serv Brass - 2" x 1" Comp	324.84
04/05/2022	APA000041	1687900-1 (po)	Wye - Serv Brass - 2" x 1" Comp	737.01
04/05/2022	APA000041	1700365 (po)	B16 Box - Concrete	912.64
04/05/2022	APA000041	1700365 (po)	G5 Valve Box	797.35
04/05/2022	APA000041	1700365 (po)	G5 Lid	603.40
04/06/2022	APA000052	1687910	PO: 2579	491.34
04/06/2022	APA000052	1694337-2	PO: 2597	592.63
04/05/2022	APA000041	1700365-1	G5 Valve Box	637.88
04/05/2022	APA000041	1700365-1	G5 Lid	482.72



## Expense Approval Report

Payment Dates: 4/1/2022 - 4/30/2022

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
04/05/2022	APA000041	1700365-1	B16 Box - Concrete	414.84
<b>Vendor 01527 - Ferguson Enterprises, Inc Total:</b>				<b>11,912.05</b>
<b>Vendor: 01528 - FGL Environmental</b>				
04/06/2022	APA000053	271253A	Job#18F-1 - Water Sampling	92.00
04/06/2022	APA000053	271320A	Job#18F-1 - Water Sampling	23.00
04/15/2022	APA000101	271360A	Job#18F-1 - Water Sampling	92.00
04/15/2022	APA000101	271392A	Job#18F-1 - Water Sampling	54.00
04/15/2022	APA000101	271546A	Job#18F-1 - Water Sampling	92.00
04/20/2022	APA000131	271393A	Job#18F-1 - Water Sampling	588.00
<b>Vendor 01528 - FGL Environmental Total:</b>				<b>941.00</b>
<b>Vendor: 01587 - Genterra Consultants, Inc.</b>				
04/01/2022	APA000029	25109	Magalia Dam	785.00
04/01/2022	APA000029	25122	Magalia Dam	21,054.50
<b>Vendor 01587 - Genterra Consultants, Inc. Total:</b>				<b>21,839.50</b>
<b>Vendor: 01603 - Glenmount Global Solutions, Inc.</b>				
04/01/2022	APA000030	GINV-000374	SCADA Computer upgrade	35,278.85
<b>Vendor 01603 - Glenmount Global Solutions, Inc. Total:</b>				<b>35,278.85</b>
<b>Vendor: 01581 - Gold Country Hydraulic &amp; Hose</b>				
04/15/2022	APA000102	85618	Hydraulic repair	941.13
<b>Vendor 01581 - Gold Country Hydraulic &amp; Hose Total:</b>				<b>941.13</b>
<b>Vendor: 01616 - Grainger Inc</b>				
04/08/2022	DFT0005158	9254302889	Shop supplies	104.18
04/08/2022	DFT0005158	9260048526	Repairs	21.25
04/08/2022	DFT0005158	9260296489	Repairs	96.99
04/08/2022	DFT0005158	9261279229	Repairs	38.82
<b>Vendor 01616 - Grainger Inc Total:</b>				<b>261.24</b>
<b>Vendor: 01688 - Home Depot Credit Services</b>				
04/21/2022	57650	66096270367	hand tools	363.58
04/21/2022	57650	66096289482	Small tools	202.01
<b>Vendor 01688 - Home Depot Credit Services Total:</b>				<b>565.59</b>
<b>Vendor: 01705 - Hunt &amp; Sons, Inc.</b>				
04/05/2022	APA000042	0343047	402gals. unleaded gasoline	2,204.55
04/05/2022	APA000042	329592 (po)	250gals. unleaded gasoline	1,375.81
04/05/2022	APA000042	330932 (po)	95gals. dyed diesel	540.78
04/15/2022	APA000103	346779	325gals. unleaded gasoline	1,617.77
04/06/2022	APA000054	334589 (po)	148gals. unleaded gasoline	819.69
04/15/2022	APA000103	352601	225gals. unleaded gasoline	1,170.15
04/15/2022	APA000103	358435	600gals. clear diesel	3,475.02
04/15/2022	APA000103	358436	115gals. unleaded gasoline	570.78
<b>Vendor 01705 - Hunt &amp; Sons, Inc. Total:</b>				<b>11,774.55</b>
<b>Vendor: 01713 - I.B.E.W. Local Union 1245</b>				
04/01/2022	APA000031	INV0006306	Union Dues	-40.00
04/01/2022	APA000031	INV0006306	Union Dues	784.11
04/15/2022	APA000104	INV0006329	Union Dues	-20.00
04/15/2022	APA000104	INV0006329	Union Dues	784.11
<b>Vendor 01713 - I.B.E.W. Local Union 1245 Total:</b>				<b>1,508.22</b>
<b>Vendor: 01716 - ICMA Retirement Trust-401</b>				
04/01/2022	DFT0005132	INV0006301	Retirement - 401(a) Match	2,247.57
04/08/2022	DFT0005145	INV0006313	Retirement - 401(a) Match	95.72
04/14/2022	DFT0005173	INV0006336	Retirement - 401(a) Match	0.74
04/15/2022	DFT0005163	INV0006324	Retirement - 401(a) Match	2,317.00
04/29/2022	DFT0005186	INV0006346	Retirement - 401(a) Match	2,268.79
<b>Vendor 01716 - ICMA Retirement Trust-401 Total:</b>				<b>6,929.82</b>
<b>Vendor: 01715 - ICMA Retirement Trust-457</b>				
04/01/2022	DFT0005133	INV0006302	Retirement Trust - 457	2,247.57
04/01/2022	DFT0005134	INV0006303	Deferred Comp 457	7,587.41
04/01/2022	DFT0005135	INV0006304	Retirement Trust - 457	1,322.81

## Expense Approval Report

Payment Dates: 4/1/2022 - 4/30/2022

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
04/01/2022	DFT0005136	INV0006305	Retirement Trust - 457	892.28
04/08/2022	DFT0005146	INV0006314	Retirement Trust - 457	95.72
04/08/2022	DFT0005147	INV0006315	Deferred Comp 457	287.15
04/08/2022	DFT0005148	INV0006316	Retirement Trust - 457	63.81
04/14/2022	DFT0005174	INV0006337	Retirement Trust - 457	0.74
04/14/2022	DFT0005175	INV0006338	Deferred Comp 457	2.23
04/15/2022	DFT0005164	INV0006325	Retirement Trust - 457	2,317.00
04/15/2022	DFT0005165	INV0006326	Deferred Comp 457	7,800.24
04/15/2022	DFT0005166	INV0006327	Retirement Trust - 457	1,294.82
04/15/2022	DFT0005167	INV0006328	Retirement Trust - 457	892.28
04/29/2022	DFT0005187	INV0006347	Retirement Trust - 457	2,268.79
04/29/2022	DFT0005188	INV0006348	Deferred Comp 457	7,651.35
04/29/2022	DFT0005189	INV0006349	Retirement Trust - 457	1,312.58
04/29/2022	DFT0005190	INV0006350	Retirement Trust - 457	892.28
<b>Vendor 01715 - ICMA Retirement Trust-457 Total:</b>				<b>36,929.06</b>
<b>Vendor: 02807 - Infosend</b>				
04/15/2022	APA000105	209471	Postage & Mailings	5,041.46
04/15/2022	APA000105	209532	Postage & Mailings	791.62
<b>Vendor 02807 - Infosend Total:</b>				<b>5,833.08</b>
<b>Vendor: 01720 - Inland Business Systems</b>				
04/06/2022	APA000055	IN2539090	Office supplies	7.15
<b>Vendor 01720 - Inland Business Systems Total:</b>				<b>7.15</b>
<b>Vendor: 01731 - Internal Revenue Service</b>				
04/04/2022	DFT0005138	INV0006309	FICA Withholding	13,530.96
04/04/2022	DFT0005139	INV0006310	Fed Withholding	12,052.09
04/04/2022	DFT0005141	INV0006312	Medicare Withholding	3,164.44
04/11/2022	DFT0005150	INV0006318	FICA Withholding	432.36
04/11/2022	DFT0005151	INV0006319	Fed Withholding	390.68
04/11/2022	DFT0005153	INV0006321	Medicare Withholding	101.12
04/17/2022	DFT0005177	INV0006340	FICA Withholding	3.76
04/17/2022	DFT0005178	INV0006341	Fed Withholding	6.02
04/17/2022	DFT0005180	INV0006343	Medicare Withholding	0.88
04/18/2022	DFT0005169	INV0006332	FICA Withholding	14,038.14
04/18/2022	DFT0005170	INV0006333	Fed Withholding	12,566.58
04/18/2022	DFT0005172	INV0006335	Medicare Withholding	3,283.10
<b>Vendor 01731 - Internal Revenue Service Total:</b>				<b>59,570.13</b>
<b>Vendor: 03057 - International Brotherhood of 137 TCWH</b>				
04/01/2022	APA000032	INV0006307	Union Dues Teamsters	224.31
04/15/2022	APA000106	INV0006330	Union Dues Teamsters	224.31
<b>Vendor 03057 - International Brotherhood of 137 TCWH Total:</b>				<b>448.62</b>
<b>Vendor: 01722 - isolved, Inc.</b>				
04/06/2022	APA000056	I118328972	Cobra management	84.00
<b>Vendor 01722 - isolved, Inc. Total:</b>				<b>84.00</b>
<b>Vendor: 01991 - Keith O'Brien</b>				
04/15/2022	APA000107	44659	Consulting & Training	4,000.00
<b>Vendor 01991 - Keith O'Brien Total:</b>				<b>4,000.00</b>
<b>Vendor: 01790 - Knife River Construction</b>				
04/15/2022	APA000108	269647	Materials	889.96
<b>Vendor 01790 - Knife River Construction Total:</b>				<b>889.96</b>
<b>Vendor: 01828 - Les Schwab Tire Center</b>				
04/05/2022	APA000043	60700363456	Tire disposal	25.00
<b>Vendor 01828 - Les Schwab Tire Center Total:</b>				<b>25.00</b>
<b>Vendor: 02884 - Logic 1 Engineering</b>				
04/15/2022	APA000109	3592	LD-12 repairs	185.00
<b>Vendor 02884 - Logic 1 Engineering Total:</b>				<b>185.00</b>
<b>Vendor: 01905 - Minasian, Meith, Soares, Sexton &amp; Cooper, LLP</b>				
04/15/2022	APA000110	2022-03	Legal	4,739.58

## Expense Approval Report

Payment Dates: 4/1/2022 - 4/30/2022

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
04/15/2022	APA000110	2022-03	Legal - Camp Fire	7,910.00
04/15/2022	APA000110	2022-03	Legal - PG&E	20,797.20
<b>Vendor 01905 - Minasian, Meith, Soares, Sexton &amp; Cooper, LLP Total:</b>				<b>33,446.78</b>

**Vendor: 01960 - Normac**

04/08/2022	DFT0005157	0005735637-001 (po)	1" close brass nipple	42.12
04/08/2022	DFT0005157	0005735637-001 (po)	1" brass 90	97.59
04/08/2022	DFT0005157	0005735637-001 (po)	1" brass union	205.79
04/08/2022	DFT0005157	0005735637-001 (po)	1" brass ball valve	627.79
04/08/2022	DFT0005157	0005735637-001 (po)	1" brass st ell	130.00
<b>Vendor 01960 - Normac Total:</b>				<b>1,103.29</b>

**Vendor: 01977 - North Valley Barricade**

04/15/2022	APA000111	1180	Safety supplies	918.85
<b>Vendor 01977 - North Valley Barricade Total:</b>				<b>918.85</b>

**Vendor: 01950 - Northstate Aggregate, Inc.**

04/01/2022	APA000033	155788	Sand / gravel	1,033.62
04/01/2022	APA000033	155780	Sand / gravel	477.60
04/01/2022	APA000033	155680	Sand / gravel	1,027.63
04/01/2022	APA000033	155683	Sand / gravel	2,122.86
04/01/2022	APA000033	131713	Sand / gravel	505.25
04/01/2022	APA000033	1490201	Sand / gravel	1,624.54
04/01/2022	APA000033	155691	Sand / gravel	1,069.48
04/01/2022	APA000033	135660	Sand / gravel	472.82
04/01/2022	APA000033	156992	Sand / gravel	1,028.16
04/06/2022	APA000057	156802	Sand / gravel	477.60
04/06/2022	APA000057	156966	Sand / gravel	553.61
04/06/2022	APA000057	156975	Sand / gravel	470.64
04/15/2022	APA000112	157175	Sand / gravel	1,596.14
04/20/2022	APA000132	157197	Sand / gravel	480.78
<b>Vendor 01950 - Northstate Aggregate, Inc. Total:</b>				<b>12,940.73</b>

**Vendor: 01995 - Office Depot**

04/01/2022	APA000034	229501691001	Ink	83.16
04/01/2022	APA000034	232055285001	Office supplies	95.44
04/05/2022	APA000044	233558986001	Office supplies	65.56
04/15/2022	APA000113	231838669001	Office supplies	3.08
04/15/2022	APA000113	235082208001	Office supplies	92.83
04/15/2022	APA000113	219301337001	Office supplies	155.15
04/15/2022	APA000113	234074917001	Office supplies	103.48
04/15/2022	APA000113	233645479001	Office supplies	114.07
04/15/2022	APA000113	233648830001	Office supplies	25.01
<b>Vendor 01995 - Office Depot Total:</b>				<b>737.78</b>

**Vendor: 02005 - Olin Corp.-Chlor Alkali**

04/20/2022	APA000133	3000090925	Sodium Hypochlorite - Bleach	7,895.82
<b>Vendor 02005 - Olin Corp.-Chlor Alkali Total:</b>				<b>7,895.82</b>

**Vendor: 01538 - O'Reilly Auto Parts**

04/01/2022	APA000035	3534-440407	Repair parts	88.01
04/15/2022	APA000114	3534-440699	Repair parts	20.26
04/15/2022	APA000114	3534-440974	Repair parts	29.03
04/15/2022	APA000114	3534-441238	Vehicle parts	136.63
04/15/2022	APA000114	3534-441239	Unit #169	47.85
04/15/2022	APA000114	3534-441250	Shop supplies	43.06
04/15/2022	APA000114	3534-441573	Shop supplies refund	-328.70
04/15/2022	APA000114	2022-03-21 (96601)	Unit #32	70.83
04/15/2022	APA000114	3534-441822	Shop stock	95.73
04/15/2022	APA000114	3534-441894	Shop stock	145.23
04/15/2022	APA000114	3534-441956	Shop tooling	43.50
04/15/2022	APA000114	3534-442071	Shop stock	74.86
04/15/2022	APA000114	3534-442085	Shop stock	96.91

## Expense Approval Report

Payment Dates: 4/1/2022 - 4/30/2022

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
04/15/2022	APA000114	3534-442200	Repairs	202.07
<b>Vendor 01538 - O'Reilly Auto Parts Total:</b>				<b>765.27</b>
<b>Vendor: 03187 - Pace Analytical Services LLC</b>				
04/05/2022	APA000045	B443241	Job #18F-1 - Surveillance	390.00
04/05/2022	APA000045	B443242	Job #18F-1 - Surveillance	545.00
04/05/2022	APA000045	B443261	Job #18F-1 - Surveillance	935.00
04/05/2022	APA000045	B443341	Job #18F-1 - Surveillance	1,065.00
04/06/2022	APA000058	B443641	Job #18F-1 - Surveillance	1,195.00
04/15/2022	APA000115	B443871	Water testing	520.00
04/15/2022	APA000115	B443872	Water testing	545.00
04/15/2022	APA000115	B444193	Water testing	520.00
04/15/2022	APA000115	B444646	Water testing	1,065.00
04/20/2022	APA000134	B444886	Water testing	520.00
04/20/2022	APA000134	B444887	Water testing	610.00
04/20/2022	APA000134	B445004	Water testing	45.63
<b>Vendor 03187 - Pace Analytical Services LLC Total:</b>				<b>7,955.63</b>
<b>Vendor: 02030 - Pace Supply</b>				
04/21/2022	DFT0005182	087536249	Nipple - Galv - 2' x 7'	351.70
04/21/2022	DFT0005182	087536249	Nipple - Galv - 3/4" x 1 1/2"	65.73
04/21/2022	DFT0005182	087536249	Bushing - Galv - 1 1/4' x 3/4'	85.39
04/21/2022	DFT0005182	087536249	Nipple - Galv - 2' x 2'	97.51
04/21/2022	DFT0005182	087536249	90 - Galv - 1 1/4'	98.86
04/21/2022	DFT0005182	087536249	Plug - Galv - 2'	119.33
04/21/2022	DFT0005182	087536249	Nipple - Galv - 2' x 3'	129.30
04/21/2022	DFT0005182	087536249	45 - Galv - 1 1/2'	154.35
04/21/2022	DFT0005182	087536249	Nipple - Galv - 2' x 4'	163.78
04/21/2022	DFT0005182	087536249	Nipple - Galv - 1" x 8"	199.88
04/21/2022	DFT0005182	087536249	45 - Galv - 2'	230.59
04/21/2022	DFT0005182	087536249	Nipple - Galv - 2' x 6'	231.66
04/21/2022	DFT0005182	087536249	Coupling - Galv - 1 1/2"	239.21
04/21/2022	DFT0005182	087536249	Coupling - Galv - 2'	349.11
04/21/2022	DFT0005182	087536249	Nipple - Galv - 2' x 8'	414.29
04/21/2022	DFT0005182	087536249	Nipple - Galv - 3/4" x 2"	77.58
04/21/2022	DFT0005182	087557606	1" brass union	1,550.52
04/21/2022	DFT0005182	087557606	1 x 18 brass nipple	1,681.44
04/21/2022	DFT0005182	087557606	1" close brass nipple	512.35
04/21/2022	DFT0005182	087557606	1" brass 90	691.76
04/21/2022	DFT0005182	087557606	1 x 24 brass nipple	2,252.51
04/21/2022	DFT0005182	087557606	1" brass st ell	966.52
04/21/2022	DFT0005182	087557606	1" brass ball valve	707.38
<b>Vendor 02030 - Pace Supply Total:</b>				<b>11,370.75</b>
<b>Vendor: 02081 - Pacific Gas &amp; Electric Company</b>				
04/14/2022	57641	2022-04-11	Electric & Gas billing	24,057.05
<b>Vendor 02081 - Pacific Gas &amp; Electric Company Total:</b>				<b>24,057.05</b>
<b>Vendor: 02049 - Parcel Quest</b>				
04/25/2022	57653	23318	Subscription 5/1/22 - 4/30/23	3,598.00
<b>Vendor 02049 - Parcel Quest Total:</b>				<b>3,598.00</b>
<b>Vendor: 02070 - Peterson</b>				
04/05/2022	APA000046	PC010213574	18" backhoe bucket	1,682.48
04/05/2022	APA000046	PC010213841	Supplies	121.19
<b>Vendor 02070 - Peterson Total:</b>				<b>1,803.67</b>
<b>Vendor: 03048 - Plan B Professional Answering Service</b>				
04/06/2022	APA000059	2022-03	Answering service	167.80
<b>Vendor 03048 - Plan B Professional Answering Service Total:</b>				<b>167.80</b>
<b>Vendor: 02098 - Pollard Water</b>				
04/05/2022	APA000047	0201517	size 11 mud boots	227.09
<b>Vendor 02098 - Pollard Water Total:</b>				<b>227.09</b>

## Expense Approval Report

Payment Dates: 4/1/2022 - 4/30/2022

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
<b>Vendor: 03167 - RCI General Engineering</b>				
04/04/2022	57636	2022-01-31	Meter instal and service lateral	-34,268.68
04/04/2022	57636	2022-01-31	Meter instal and service lateral	685,373.52
<b>Vendor 03167 - RCI General Engineering Total:</b>				<b>651,104.84</b>
<b>Vendor: 03086 - RDO Equipment Co.</b>				
04/15/2022	APA000116	P8625376	vac unit repair parts	368.92
04/15/2022	APA000116	P8511376 (inv)	vac unit repair parts	974.45
<b>Vendor 03086 - RDO Equipment Co. Total:</b>				<b>1,343.37</b>
<b>Vendor: 03070 - Reed Smith LLP</b>				
04/01/2022	APA000036	3481202(#1)	PG&E Bankruptcy	4,305.00
04/20/2022	APA000135	3490232	PG&E Bankruptcy	13,574.00
<b>Vendor 03070 - Reed Smith LLP Total:</b>				<b>17,879.00</b>
<b>Vendor: 01631 - Rental Guys</b>				
04/01/2022	APA000037	870198-6	Rental equipment	339.41
<b>Vendor 01631 - Rental Guys Total:</b>				<b>339.41</b>
<b>Vendor: 02057 - Riebes Auto Parts</b>				
04/05/2022	APA000048	5356-103525	Unit #36	29.67
04/05/2022	APA000048	5356-104070	Repair parts	56.70
04/06/2022	APA000060	5356-104287	Stripping #43054	5.89
04/06/2022	APA000060	5356-105026	Stripping	4.76
<b>Vendor 02057 - Riebes Auto Parts Total:</b>				<b>97.02</b>
<b>Vendor: 02211 - Sabre Backflow, LLC.</b>				
04/15/2022	APA000117	2761	backflow test kit calibration	116.17
<b>Vendor 02211 - Sabre Backflow, LLC. Total:</b>				<b>116.17</b>
<b>Vendor: 02219 - Santos Excavating</b>				
04/28/2022	57655	2022-03-24	Almond Street	-10,539.91
04/28/2022	57655	2022-03-24	Almond Street	210,798.25
<b>Vendor 02219 - Santos Excavating Total:</b>				<b>200,258.34</b>
<b>Vendor: 03210 - Spatial Neetworks, Inc.</b>				
04/08/2022	DFT0005156	7E7049A6-0022	Fulcum	546.00
04/21/2022	DFT0005183	2022-04	Fulcum	25.74
<b>Vendor 03210 - Spatial Neetworks, Inc. Total:</b>				<b>571.74</b>
<b>Vendor: 02292 - Standard Insurance Company</b>				
04/12/2022	57639	2022-04-01	LT Disability	952.54
<b>Vendor 02292 - Standard Insurance Company Total:</b>				<b>952.54</b>
<b>Vendor: 02293 - Stanley Convergent Security Solutions</b>				
04/01/2022	APA000038	6002277089	Building security - TP	119.49
<b>Vendor 02293 - Stanley Convergent Security Solutions Total:</b>				<b>119.49</b>
<b>Vendor: 03061 - Sterling Health Services, Inc DBA</b>				
04/01/2022	DFT0005131	INV0006300	HSA Contribution	167.30
04/15/2022	DFT0005162	INV0006323	HSA Contribution	167.30
04/29/2022	DFT0005185	INV0006345	HSA Contribution	167.30
<b>Vendor 03061 - Sterling Health Services, Inc DBA Total:</b>				<b>501.90</b>
<b>Vendor: 02324 - Sunrise Environmental</b>				
04/20/2022	APA000136	129236	Supplies	352.80
<b>Vendor 02324 - Sunrise Environmental Total:</b>				<b>352.80</b>
<b>Vendor: 02332 - SWRCB</b>				
04/15/2022	APA000118	LW-1033198	WATER SYSTEM FEE 7/1/2021 - ...	6,557.82
<b>Vendor 02332 - SWRCB Total:</b>				<b>6,557.82</b>
<b>Vendor: 02353 - Texas Refinery Corp.</b>				
04/15/2022	APA000119	238564	water remover	268.38
<b>Vendor 02353 - Texas Refinery Corp. Total:</b>				<b>268.38</b>
<b>Vendor: 02808 - The UPS Store</b>				
04/15/2022	APA000120	1031	Postage	124.27
<b>Vendor 02808 - The UPS Store Total:</b>				<b>124.27</b>

## Expense Approval Report

Payment Dates: 4/1/2022 - 4/30/2022

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
<b>Vendor: 02362 - Thomas Ace Hardware</b>				
04/05/2022	APA000049	174143	Conduit	1,508.20
04/05/2022	APA000049	174348	Supplies	44.11
04/05/2022	APA000049	174356	Supplies	6.91
04/05/2022	APA000049	174410	Supplies	34.68
04/05/2022	APA000049	174419	Supplies	18.34
04/05/2022	APA000049	174470	Supplies #43067	77.84
04/05/2022	APA000049	174482	Supplies	36.35
04/05/2022	APA000049	174505	Supplies	10.69
04/05/2022	APA000049	173203	Supplies	62.04
04/05/2022	APA000049	173311	Supplies	188.07
04/05/2022	APA000049	173402	Supplies	94.27
04/05/2022	APA000049	173983	Supplies	133.60
04/05/2022	APA000049	173996	Supplies	71.33
04/05/2022	APA000049	174047	Supplies	40.56
04/05/2022	APA000049	174683	Supplies #36067	38.08
04/05/2022	APA000049	174827	Supplies #43067	36.12
04/05/2022	APA000049	174836	Supplies	85.12
04/05/2022	APA000049	174893	Tools	23.72
04/05/2022	APA000049	174938	Supplies #43067	4.42
04/05/2022	APA000049	174950	Supplies	6.09
04/05/2022	APA000049	174963	Supplies	46.79
04/05/2022	APA000049	173341	Supplies	52.98
04/05/2022	APA000049	174995	Supplies	37.65
04/05/2022	APA000049	175013	Supplies #36067	5.34
04/05/2022	APA000049	175065	Supplies #43067	36.99
04/05/2022	APA000049	175108	Supplies	34.09
04/05/2022	APA000049	175149	Supplies	17.92
04/05/2022	APA000049	175353	Supplies	56.67
04/05/2022	APA000049	175354	Supplies	7.56
04/05/2022	APA000049	175355(cm)	Supplies returned	-56.67
04/05/2022	APA000049	175477	Supplies #36067	53.26
04/05/2022	APA000049	175548	Supplies	110.79
04/05/2022	APA000049	175694	Supplies	48.07
04/05/2022	APA000049	175917	Supplies	14.59
04/05/2022	APA000049	175934	Supplies #36067	3.11
04/05/2022	APA000049	175980	Supplies	15.32
04/05/2022	APA000049	175997	Supplies #36067	30.07
04/05/2022	APA000049	176014	Supplies #36067	13.25
04/05/2022	APA000049	176024	Supplies #36067	34.47
04/05/2022	APA000049	176177	Supplies #36067	27.28
<b>Vendor 02362 - Thomas Ace Hardware Total:</b>				<b>3,110.07</b>
<b>Vendor: 02363 - Thomas Hydraulic</b>				
04/06/2022	APA000061	10162	Repairs	786.30
04/06/2022	APA000061	10203	Repairs	60.30
04/15/2022	APA000121	10335	Repairs	281.42
<b>Vendor 02363 - Thomas Hydraulic Total:</b>				<b>1,128.02</b>
<b>Vendor: 03212 - TJ Maxx</b>				
04/08/2022	DFT0005160	44650	Office chairs	107.23
<b>Vendor 03212 - TJ Maxx Total:</b>				<b>107.23</b>
<b>Vendor: 02394 - Tyler Technologies, Inc.</b>				
04/20/2022	APA000137	025-374687	Transaction fees	2,181.40
<b>Vendor 02394 - Tyler Technologies, Inc. Total:</b>				<b>2,181.40</b>
<b>Vendor: 02681 - Univar USA, Inc.</b>				
04/04/2022	57637	50011466	Sodium Bisulfite 25%	1,473.15
<b>Vendor 02681 - Univar USA, Inc. Total:</b>				<b>1,473.15</b>

## Expense Approval Report

Payment Dates: 4/1/2022 - 4/30/2022

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
<b>Vendor: 02686 - USA Blue Book</b>				
04/15/2022	APA000122	922486	Test kits	184.45
<b>Vendor 02686 - USA Blue Book Total:</b>				<b>184.45</b>
<b>Vendor: 02703 - Verizon Wireless</b>				
04/15/2022	DFT0005201	9902347150	Cell phones	2,029.55
04/15/2022	DFT0005201	9902347150	Cell phone	2,767.28
<b>Vendor 02703 - Verizon Wireless Total:</b>				<b>4,796.83</b>
<b>Vendor: 02712 - VistaNet inc.</b>				
04/15/2022	APA000123	19100	Annual maintenance	965.80
04/15/2022	APA000123	19101	Server upgrade	27,567.41
<b>Vendor 02712 - VistaNet inc. Total:</b>				<b>28,533.21</b>
<b>Vendor: 03002 - Water Works Engineers</b>				
04/15/2022	APA000124	12488	Recovery work	2,667.64
04/15/2022	APA000124	12491	Capital project assessment	110.73
<b>Vendor 03002 - Water Works Engineers Total:</b>				<b>2,778.37</b>
<b>Vendor: 03134 - White Glove Cleaning Svc Inc</b>				
04/06/2022	APA000062	75554	Building cleaning	456.00
04/06/2022	APA000062	75555	Building cleaning	550.00
04/06/2022	APA000062	75556	Building cleaning	495.00
<b>Vendor 03134 - White Glove Cleaning Svc Inc Total:</b>				<b>1,501.00</b>
<b>Vendor: 02215 - Wilgus Fire Control, Inc.</b>				
04/05/2022	APA000050	138413	Fire safety	187.24
<b>Vendor 02215 - Wilgus Fire Control, Inc. Total:</b>				<b>187.24</b>
<b>Vendor: 02778 - Wurth USA Inc.</b>				
04/15/2022	APA000125	97319620	Shop supplies	154.86
<b>Vendor 02778 - Wurth USA Inc. Total:</b>				<b>154.86</b>
<b>Vendor: 02867 - Zenner USA</b>				
04/01/2022	APA000039	0066293-IN (po only)	3/4" res fire serv meter	36,151.60
04/20/2022	APA000138	0066509-IN	hydrant backflows	5,957.34
<b>Vendor 02867 - Zenner USA Total:</b>				<b>42,108.94</b>
<b>Grand Total:</b>				<b>1,341,847.11</b>



## Report Summary

## Fund Summary

Fund	Payment Amount
01 - GENERAL FUND	1,341,847.11
<b>Grand Total:</b>	<b>1,341,847.11</b>

## Account Summary

Account Number	Account Name	Payment Amount
01-10-601025	Bldg & Grounds Maint Mtls	575.00
01-122010	Pre-Paid Insurance - Dental	1,826.25
01-122020	Pre-Paid Insurance - Life	552.42
01-122040	Pre-Paid Insurance - Medi...	24,833.26
01-122050	Pre-Paid Insurance - Vision	505.25
01-125010	Inventory - General	13,435.76
01-170625	Office Equipment	27,567.41
01-207000	Engineering Deposits	-44,808.59
01-210020	Federal Withholding	25,015.37
01-210030	FICA	34,554.76
01-210045	Retirement	43,858.88
01-210050	State Disability	2,489.86
01-210060	State Withholding	8,914.70
01-210065	Union Dues	1,956.84
01-215020	Accrued Expenses	10,059.53
01-30-600072	Treatment Chemicals	9,368.97
01-30-601050	Small Hand Tools	679.55
01-30-601099	Miscellaneous Supplies	533.50
01-30-621000	Equipment-Repairs	2,606.39
01-30-630011	Weed Control	2,000.00
01-30-630015	Building Security	119.49
01-30-630060	Uniforms	578.21
01-30-650090	Permits	261.30
01-30-699010	Bldg & Grounds Maint. Ex...	495.00
01-40-601030	Office Supplies	83.16
01-40-601035	Software	35,850.59
01-40-601040	Safety Supplies	1,333.18
01-40-601050	Small Hand Tools	23.72
01-40-601060	Construction & Maint. Su...	32,671.86
01-40-611013	Cell Phones	2,029.55
01-40-620000	Vehicles/Equipment-Gas/...	12,029.10
01-40-621000	Equipment-Repairs	7,202.84
01-40-622001	Equipment Purch > \$2500	2,767.28
01-40-623001	Structure Imp > \$2500	210,798.25
01-40-630011	Weed Control	425.00
01-40-630023	Physicals-DMV & PreEmpl...	275.38
01-40-630030	Equipment Rental	339.41
01-40-630036	Landfill Fees	406.79
01-40-630060	Uniforms	1,041.72
01-40-635099	Miscellaneous Prof. Servi...	4,785.00
01-40-650095	Permits/Fees	261.30
01-40-650099	Miscellaneous Fees	6,557.82
01-40-699010	Bldg & Grounds Maint. Ex...	550.00
01-60-601030	Office Supplies	1,230.32
01-60-601035	Software	3,598.00
01-60-630010	Bldg & Grounds Maintena...	675.00
01-60-630025	Office Equipment Mainte...	965.80
01-60-630037	Internet Services	773.49
01-60-635030	Legal	4,739.58
01-60-635050	Flexible Bene & COBRA Pl...	84.00
01-60-635099	Miscellaneous Prof. Servi...	5,807.16
01-60-655010	Long-Term Disability	952.54

**Account Summary**

Account Number	Account Name	Payment Amount
01-60-665000	Postage	7,789.89
01-60-699000	Miscellaneous	24,057.05
01-60-699010	Bldg & Grounds Maint. Ex...	456.00
01-60-699031	Bank Charges.	2,181.40
01-70-600090	Inventory Expense	36,151.60
01-70-601099	Miscellaneous Supplies	685,373.52
01-70-635020	Engineering	2,778.37
01-70-635099	Miscellaneous Prof. Servi...	76,822.33
	<b>Grand Total:</b>	<b>1,341,847.11</b>

**Project Account Summary**

Project Account Key	Payment Amount
**None**	1,341,847.11
<b>Grand Total:</b>	<b>1,341,847.11</b>



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

## 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.*

## Strategic Plan Progress Report-05/22

### Customers

Objective: Provide Exceptional Customer Service

Goal	Lead	By Date	Status	Complete
Create a Report on Updates to Customer Service Processes (for Board)	Mickey Rich	6/30/2021		✓
Included in monthly staff reports				
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		✓
In development				
Develop a 'Service Survey' to Be Used at the Completion of Service Delivery.	Dir. Sulik	9/1/2021		✓
Surveys are sent at least monthly Low return rate <ul style="list-style-type: none"> <li>A paper survey is sent with a stamped return envelope and options for return by text or complete online.</li> <li>In development on a survey invitation field personnel can hand to customers onsite.</li> <li>Staff will look into telephone survey options as part of phone upgrade to be budgeted.</li> </ul>				
Develop a Communication/Promotion Plan for 'Sharing Good News'	Dir. Sulik	9/1/2021		✓
Cedar Creek has developed a "Moving Forward" campaign. Items of interest are included monthly in newsletters, social media and semi-annually in Chamber publications				

### 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		
The currently active Options Study identifies possible new services. Study report expected to be available in June 2022.				
To Establish a Plan to Create a Financial Reserve.	Tom Lando	10/15/2021	initiated	
Capital improvement plan and financial analysis underway. Expected Completion by June 2022				
To Identify Grant/Funding Opportunities	Dir. Hinman	9/1/2021		ongoing
Identify a Committed Grant Writer	Dir. Hinman	9/1/2021		✓
CDBG-DR – Aptim via County Infrastructure Bill – Aptim mapping out currently HMGP – Aptim CalFire – Butte County Fire Safe Council / Aptim Water Board / Capital Improvements-Sherri Lasick – Sylvar Consulting				

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.

Operations				
Objective: Enhance Operation Efficiencies				
Goal	Lead	By Date	Status	Complete
Perform Employee Role Assessment	Tom Lando	10/15/2021		ongoing
<p>Ongoing assessment occurs anytime there is a vacancy.  Customer service intends to keep one temporary customer service technician for up to another year.  Tiffany would like to add a billing tech assistant for backup and succession planning</p> <p>Field crew has indicated the current employee roles are necessary through the end of 2024 or when PID, and utilities complete underground work. An assessment will be performed when construction work has been completed.</p> <p>Treatment plant is in need of two new operators for succession planning and is currently assessing it's need for succession planning for the water quality technician position. Applications currently being reviewed.</p>				
Initiate Project to Develop Organization Standard Operating Procedures (SOP's) and Standard Work Instructions (SWI's)	Tom Lando	9/1/2021	initiated	
Each department is developing SOPs for emergency and critical work.				
People				
Objective: Maximize Our Investment in People				
Goal	Lead	By Date	Status	Complete
Develop a Plan for a Phased Approach Formal Training Program	Mickey Rich	6/1/2022	initiated	
<ul style="list-style-type: none"> <li>Staff is setting up online training solution. Department managers will be offering relevant courses to employees</li> <li>Continue annual training program through ACWA/JPIA</li> <li>Staff considering LinkedIn Learning for each admin / management employee. Cost approx. \$230 per year/per employee.</li> <li>Staff would like to allow all employees upgrade pay for both treatment and distribution certifications. Currently there are limitations as to which employees can receive the certification pay. (part of incentive program)</li> </ul>				
Develop Draft of a Plan for PID Career Tracks	Bowen/Boston	6/1/2022	initiated	
Staff is researching career track elements and best practices for learning organizations.				
Research or Perform a Compensation Comparison Analysis	HR Firm	When PGE/FVT settlement received	RFP due May 17	
Awaiting PGE settlement.				
Develop an Employee Incentive Program	Mickey Rich	6/1/2022	initiated	
To be discussed at next admin / personnel committee				

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

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 - April 2022

### Service Requests

Row Labels	Sum of Count
Account Management	139
Activate Water w/Backflow	52
Backflow Maintenance	15
Construction Support	7
Disconnect	4
Field Customer Service	69
Field Maintenance	13
From Active to Ready-to-Serve	15
New Meter Order	3
No Water	14
Transfer Ownership	105
Water Quality	7
<b>Grand Total</b>	<b>443</b>

**Decreased** from 526 service requests in March

### Phone Activity

Phone Activity	March 2021	April 2022	Trend
Average calls per day	28.84	21.70	Decreased
Average abandoned per day	1.29	.26	Decreased
Average time abandon	1:52 min	1:59 min	Increased
Average time to handle	15 seconds	13 seconds	Decreased

### Payments Processed

Method Payment	March 2021	April 2022	Trend
Automated Phone System	146	137	Decreased
Customer Service Staff	1764	1660	Decreased
Web Portal	555	1228	Increased
<b>Total</b>	<b>2465</b>	<b>3025</b>	<b>Increased</b>

# PID Customer Service

October 01, 2021 – April 30, 2022

## Customer Service Survey Results

Number of surveys sent to customers: 353

Number surveys returned: 49 (13.88%)

### **Average Rating**

*Customers were asked to rate service between 1 (poor) and 5(excellent)*

How was your experience contacting PID?	Was our office representative friendly and helpful?	Was our office representative knowledgeable?	How would you rate our communication during your service period?	Was our field representative courteous to you?
<b>4.53</b>	<b>4.61</b>	<b>4.42</b>	<b>4.51</b>	<b>3.81</b>
Did we respond promptly?	Was the problem solved in a reasonable amount of time?	Was the problem satisfactorily resolved?	Did PID meeting your expectation for service?	How does PID's service compare with other businesses?
<b>4.16</b>	<b>4.02</b>	<b>4.10</b>	<b>4.40</b>	<b>3.67</b>

## February Customer Comments

**04/27/2022** ~ "I only made a payment online. Very easy."

**04/27/2022** ~ "Anytime i had any communication with a phone representative they always went above and beyond to make sure the problem was handled."

**04/28/2022** ~ "Solution took many phone calls and persistence on our part, but representatives worked with us and were dedicated to good service."

**04/28/2022** ~ "Really great response!"

# Customer Service - Improved Communication Processes Report

## Updated 05/12/2022

- **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.
- 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.
- Staff preparing backflow deadline notice
  - Approximately 500 customers will be noticed of the upcoming June 30, 2022 deadline for backflow device compliance.

- **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.
  - **Complete:** RCI has brought on a third service lateral replacement/ meter install crew. This crew will focus on new water requests with the goal of eliminating long wait-times for new water requests.



- 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.
  - 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.
- **Water use charges communication**
  - **Training will occur in May and June** - Management creating training program for customer service to support water use related calls.
  - Developed communication letter for customers
  - Developed FAQ
  - Developing Web / Social Media / Email content
    - Water use tour occurred during February and March. Tonya will be presenting to the Rotary club at the end of the month.
  - **Billing**
    - Office staff are working to revise the bi-monthly bill incorporating comments and suggestions from the community relations committee. We do not have an estimated timeframe for roll-out.
    - **New for May Billing:** Customers will see this improvement this month. Office staff making changes to allow for a single cycle of billing. Currently, customers receive bills on the 15<sup>th</sup> and the 20<sup>th</sup>. The change will consolidate bills for property owners with multiple accounts into a single billing and envelope. Bills will be mailed the 15<sup>th</sup> of each odd month and due the 15<sup>th</sup> of every even month. The pay period has also been improved. Customers now have 30 days to pay without penalty instead of 25.
    - **New this month:** Past-due customers received automated telephone calls on Monday, May 9, 2022, providing them with a week's notice to pay the past due portion of the bill to avoid the minimum \$10.00 late penalty. Customer service is working on a plan to promote the notification feature which, if selected, would allow for customers to receive a text instead of a phone call.
  - **New this month** – In early April two forms of communication were implemented for all interim backflow customers who have the extra water faucet on their temporary backflow advising them that the permanent connection will not include the water faucet. Customers receive a handout left at the property and received a letter in the mail. The communication included instructions on hooking up to the existing backflow to avoid possible interruptions when their permanent device is installed.
  - **New this month** - Approximately 840 customers received a backflow letter to meet the District's June 30<sup>th</sup> deadline. The letters were a mix of the following: Standing homes with no previous backflow. Customers with a pre-fire backflow who need to upgrade, IWS customers who have not signed up for maintenance.

**STAFF REPORT  
FIELD OPERATIONS  
April 2022**

**TRANSMISSION & DISTRIBUTION**

**DAILY OPERATIONS**

- Our crews have been taking care of leaks, emergencies, and maintenance issues.
- 24 scheduled main line and service line leaks were repaired this month
- Call Center received 52 after hour calls
- Stand by received 25 calls
- 9 emergency calls due to contractors
- 2597 Completed USA tickets

**SERVICE LINE REPLACEMENT / WATER REQUEST**

- 31 IWS Backflow devices were installed
- 39 Flow test were performed
- 13 Service lines were replaced

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

- Working on several request for service line installs

**PROJECTS**

- Continued efforts are being made with RCI to keep the M.I.S.L.R project running smoothly
- The E.A.R. has been complete for the State Of California
- We have numerous hydrants to relocate for the TOP GAP project.
- Preparing the job cost to run a new 2" line down DoraLee

**SUMMARY**

We have one employee who started his CDL training at the Truck Driving Academy in Marysville on 4/18/22 and is scheduled to be finished by the first week of June.

Numerous employees are scheduled to take their D2 certification tests with the State of California.

We have been notified that one of our locators wants to return to the field so we will be flying a locator position and hiring one. We have also received notice that one of our Utility ones were selected for the Treatment Plant Operator position. Movement for both positions will be made in May.

After the hydrant relocations are complete for the GAP project continued efforts will be made to get IWS devices and service lines installed.

**STAFF REPORT**  
**WATER TREATMENT PLANT**  
**April 2022**

**WATER TREATMENT**

- Production at the District's treatment plant for the month of January varied between 1.3 and 3.9 mgd, with the average day being 2.5 mgd.

- Compared to:

	<u>pre-fire April 2018</u>	<u>April 2020</u>	<u>April 2021</u>
Low	1.8	1.4	2.4
High	3.7	3.2	4.4
Avg.	2.6	2.2	3.2

- 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. Working on annual reports for 2021.
- Tesla completed the battery system at the Pump Station, we are now waiting on PG&E to install a new transformer so that they will allow the system to go online. At the Plant PG&E has to put in a dual meter head system to allow for monitoring of the system. Once that is done Tesla can do some more testing of the system required before it can be considered complete.

**D Tank Well**

- We repaired the weather head that supplies power to the well. It was destroyed by a tree that fell on the service drop and ripped the weather head off of the pole. PG&E restored service to the panel.
- Spoke with the contractor undergrounding the service about the rotation of the 3 phase power at the site.

**Staffing**

- Ken and Laura Capra will be retiring from the District in May. Ken has 30 years of service with the District and Laura has 28 years. They have been in my personal list of some of the most influential District employees I have had the pleasure of working with.

- Interviews were held for Operators to replace the Capra's. Austin Stack, currently working for the District as a Utility Worker, and Rebekah Sorensen, an Operator from Southern California, were selected to fill the positions. They will start at the Treatment Plant in early May.
- Treatment staff noticed filter 1A had a void in the far end. They removed the media to find a failure in the concrete. Repairs are planned to replace the failed concrete with epoxy and put the filter back in service. Materials were ordered and just came in the repair should be complete mid-May.

#### **MAGALIA/PARADISE DAMS**

- Monthly monitoring of piezometers at Magalia and Paradise dams was performed and reported to our consultant.
- Annual Dam inspections were performed by DSOD on both dams. They were found to be satisfactory..
- Annual surveying of the dams (for movement) will be completed early May. Blaine will be involved in the surveying so he can see how it has been done.

#### **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 wrapping up in the next couple of months. By the end of April, we had performed 1621 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.

#### **April 2022, WATER QUALITY**

- Average daily production: 2.5 mgd
- Average effluent turbidity: 0.04 ntu
- Average raw water turbidity: 0.83 ntu

#### **Water Levels (as of 4/30/2022)**

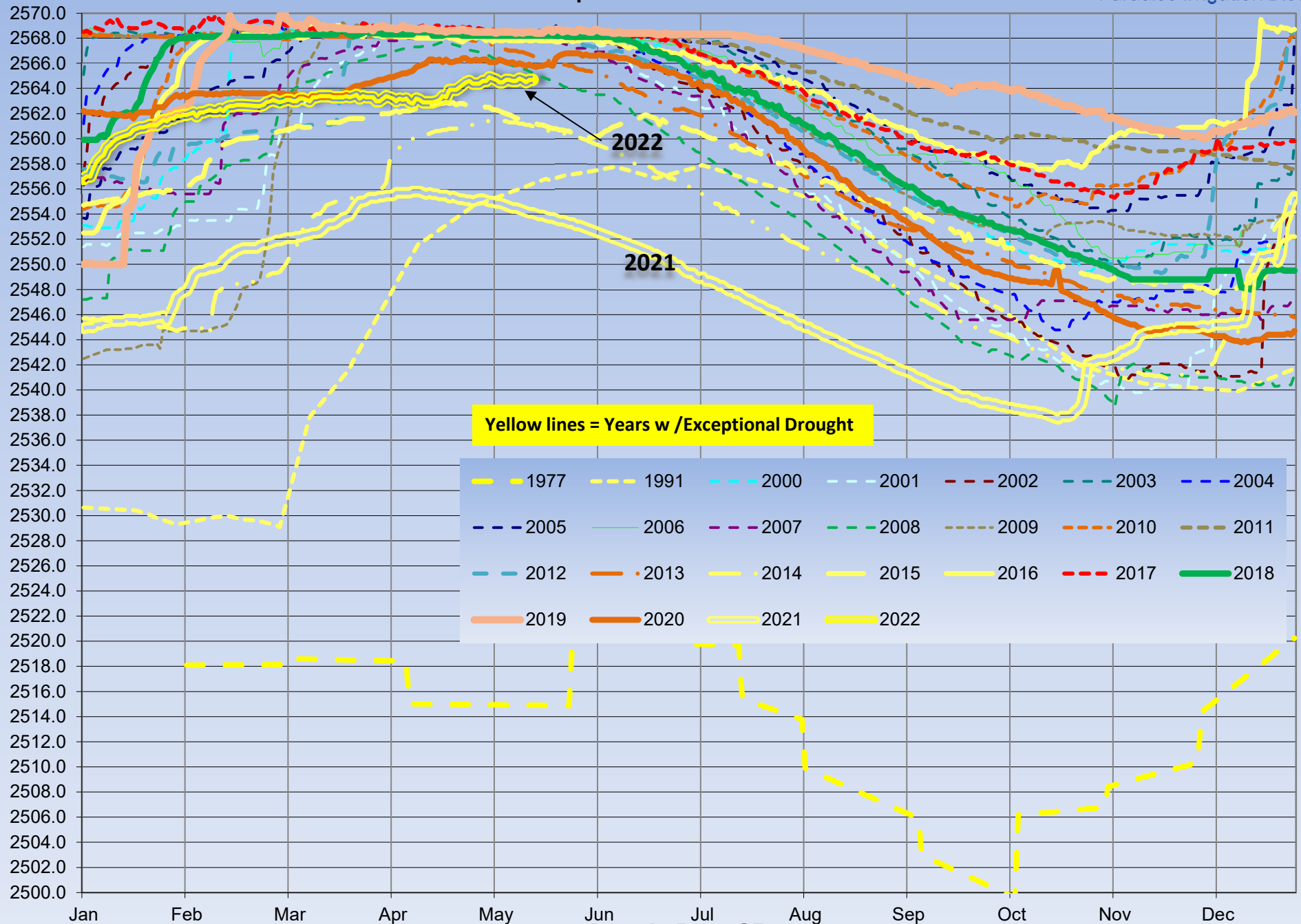
- Magalia Reservoir 2189.9
- Paradise Lake -3.3'

- Percentage of Water in Storage 90% of Total Available

- Rainfall for 2021/2022 rainfall year:

▪ October	Magalia Res. 15.8"	Paradise Lake 15.48"
▪ November	5.75"	4.65"
▪ December	23.18"	17.85"
▪ January	2.61"	3.38"
▪ February	0.03"	0.02"
▪ March	1.52"	1.80"
▪ April	6.80"	7.09"
▪ May		
▪ June		
▪ July		
▪ August		
▪ September		
Total for 2021/2022 Rain Year	55.69"	50.27"
Average Rainfall	64.00"	65.20"

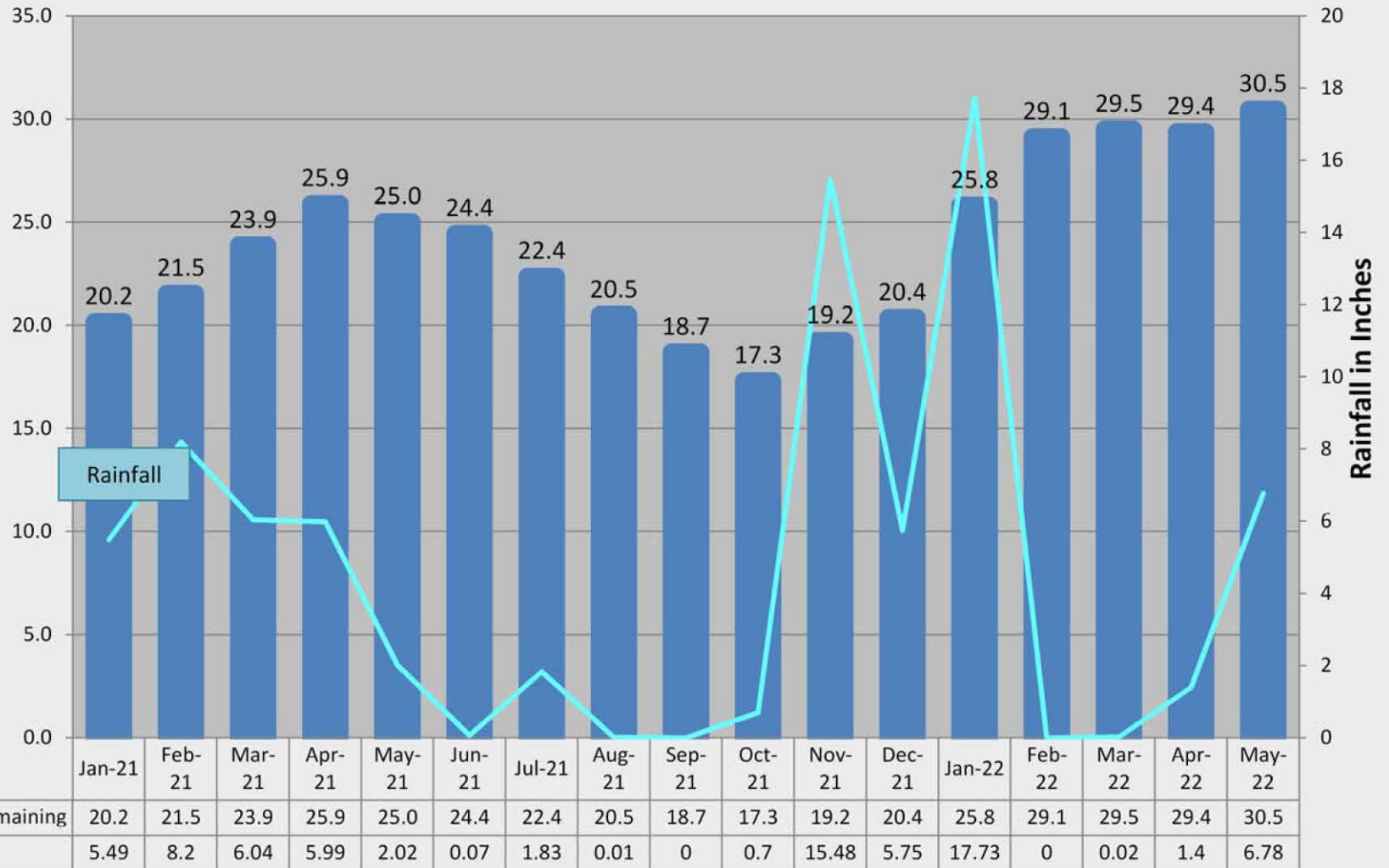
Paradise Lake Elevation  
Updated 05/12/2022  
Spill = 2568.1



# 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





District Engineering Update for the Board of Directors

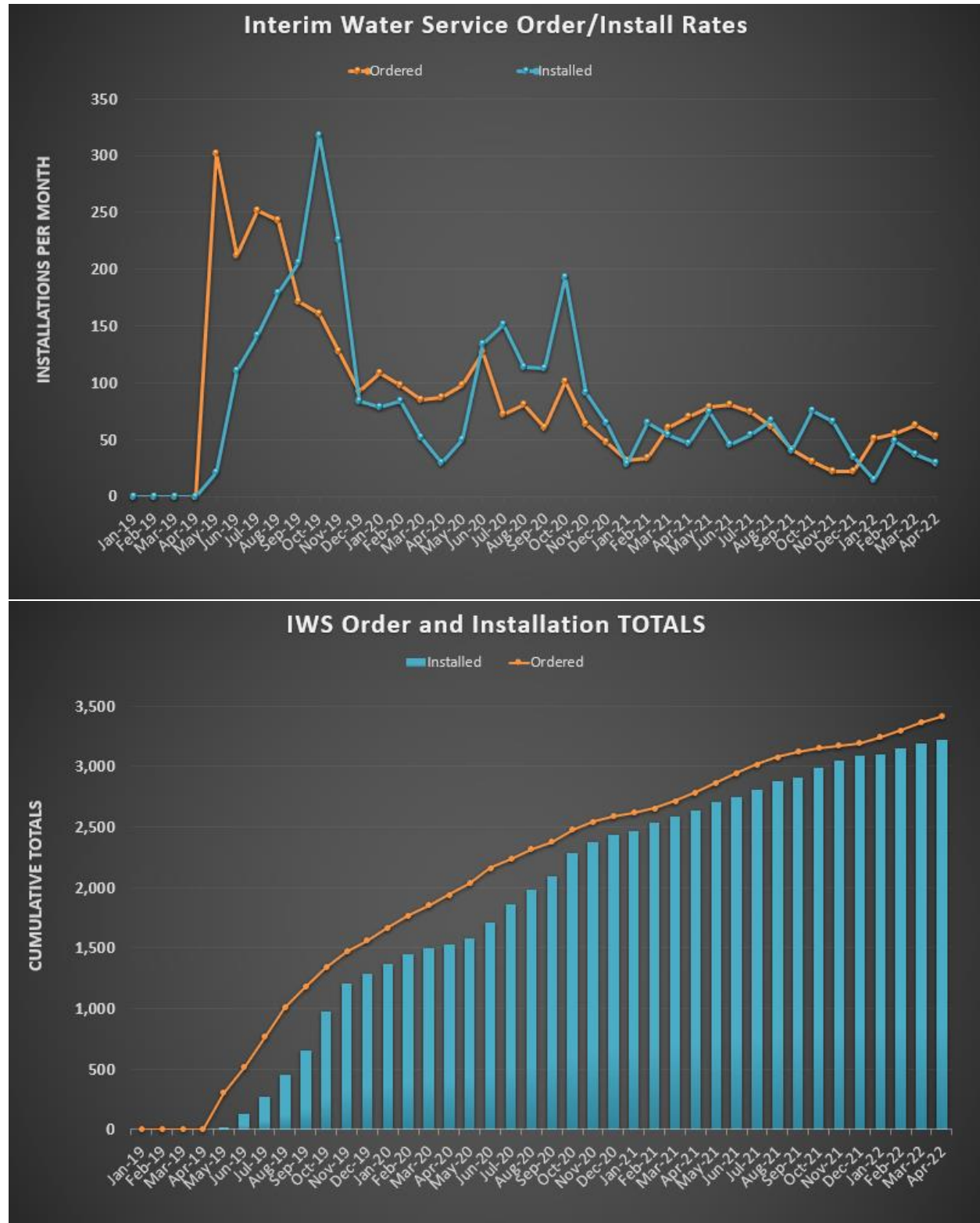
5-12-22

1. Multiple Design Review Requests completed for the Town of Paradise (TOP).
2. Performing research and creating path forward for determining customer owned backside piping material to determine if there are lead lines on the customers side in our system. So far this has been a collaborative effort with assistance from Water Works and PID staff.
3. The Town of Paradise has given a date for the proposed start of their on-system road work. I am coordinating with Water Works to get customers with requests for water that need a service lateral replacement completed before the start of construction on those sections of road.
4. Working with TOP to coordinate service lateral replacements for their Gap Closure Complex project. I have worked with Water Works to have RCI complete service lateral replacements so that future water requests will not require damaging new pavement and sidewalk installations. This work is set to be completed by June 1, 2022.
5. Working with customers and providing estimates to provide new water services to multiple locations throughout town.
6. In coordination with Bill Taylor and Genterra Consultants, surveying of the Magalia and Paradise dam was completed.
7. Began attending Butte Utility Council, which is a new monthly meeting with local Towns, Cities, and public/private utilities to coordinate construction and information for work being performed in Butte County.
8. Attended meeting with TOP representatives to discuss how we perform water flow tests and path forward to help customers building new homes get the correct information needed to properly design their fire protection systems.
9. Coordinated with Water Works to complete authorization of MISLR project 25% expansion.
10. Coordinated with Water Works on MISLR project.

# Water Supply Recovery Program Update

## Metered Interim Water Service

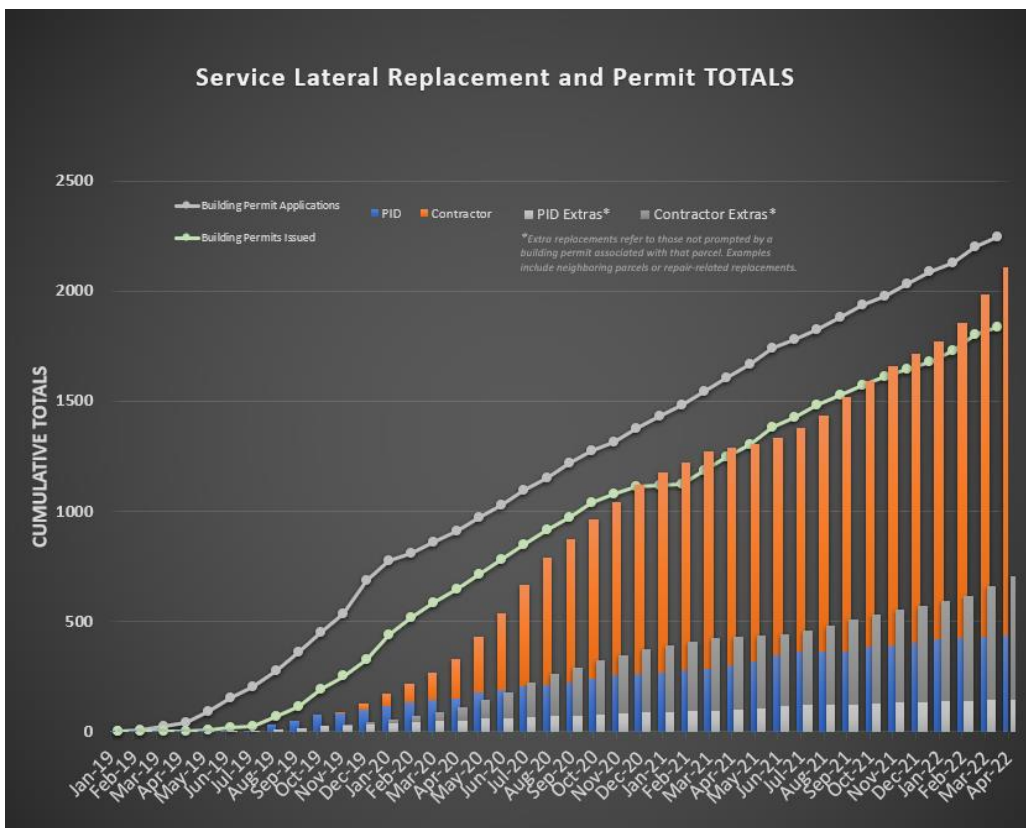
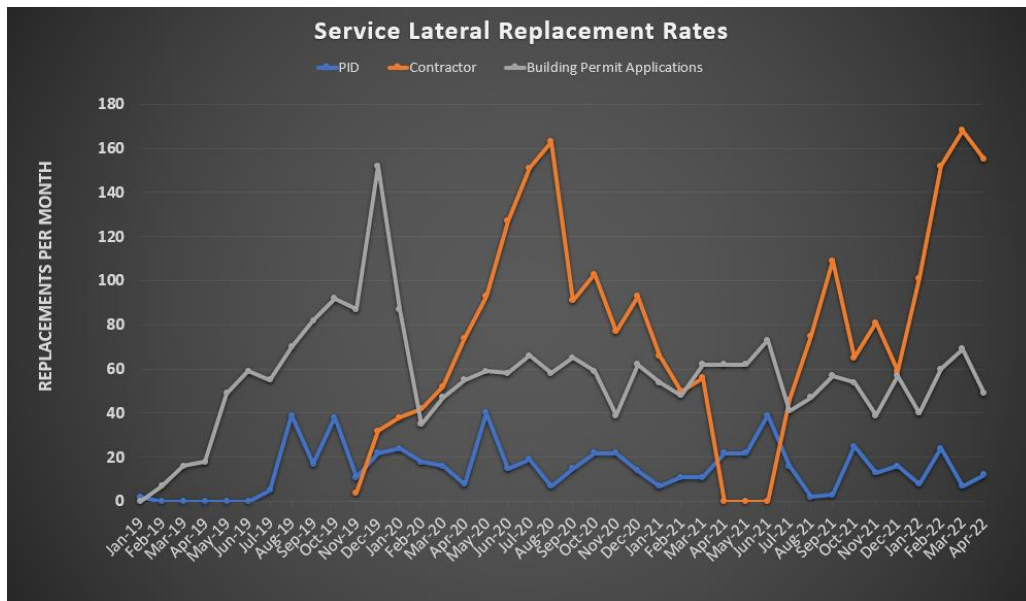
MIWS orders in April eased a bit to 53/mo. 29 installations were completed in April as PID crews attended to other priorities. PID crews again expect to increase their installation rate of MIWS in May and continue to make progress on the backlog.



# Water Supply Recovery Program Update

## Meter Installation and Service Lateral Replacement Program

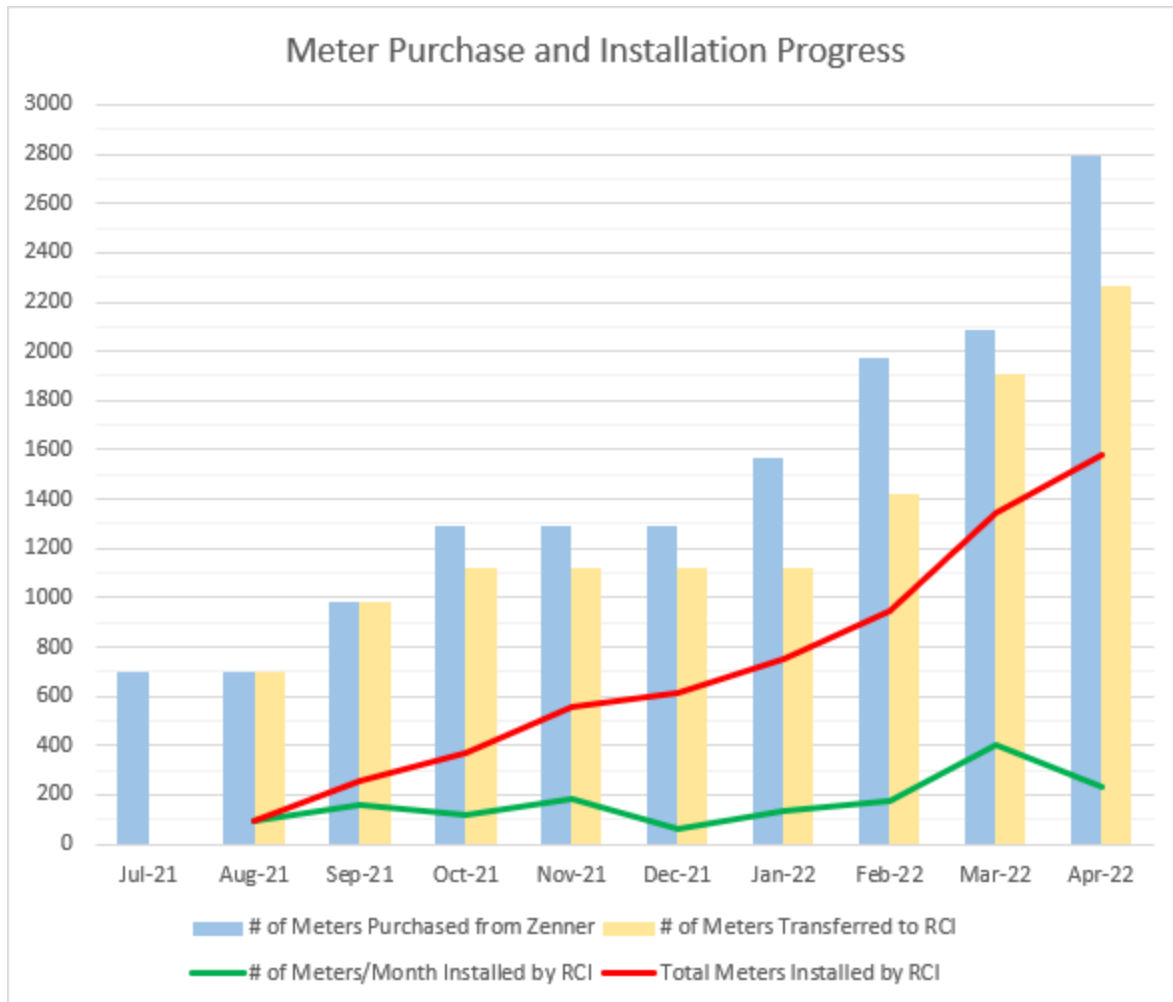
Despite some weather days in April, the Meter Installation and Service Lateral Replacement (MISLR) Project maintained a high production rate in March with just 155 completed by RCI prior to month's end. New permit applications at the Town of Paradise dropped to 50/mo, near the 2-year average. Focus continued on service lateral replacements for customers with building permit applications. The total number of locations where a building permit application has been submitted which have had their service lateral replaced is now just over 2100 out of approximately 2250 building permits applied for to date.



# Water Supply Recovery Program Update

## Meter Replacement Program

Through the end of April a total of 2,792 meters have been purchased from Zenner and 2,267 have been transferred to RCI. RCI installed 230 meters in April, totaling approximately 1,580 meter installations from the start of the project. RCI crews continue to install MIUs on new meters but have not yet gone back to do MIU installs for meters installed prior to training. MIU's are currently backordered but 1,500 are expected to ship in late May and after they are received RCI will be going back to all meters previously installed without MIUs. PID, Zenner, and Tyler Technologies continue to work on getting metered data in PID's billing system to prepare for billing by consumption as well as getting DropCountr set up for customer use.

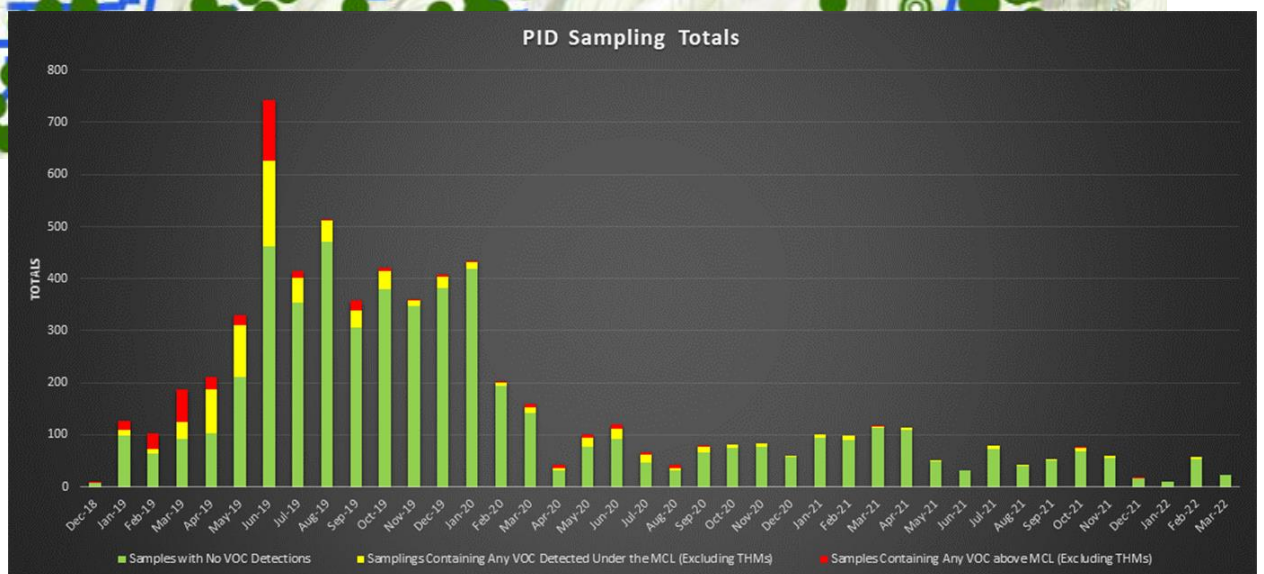
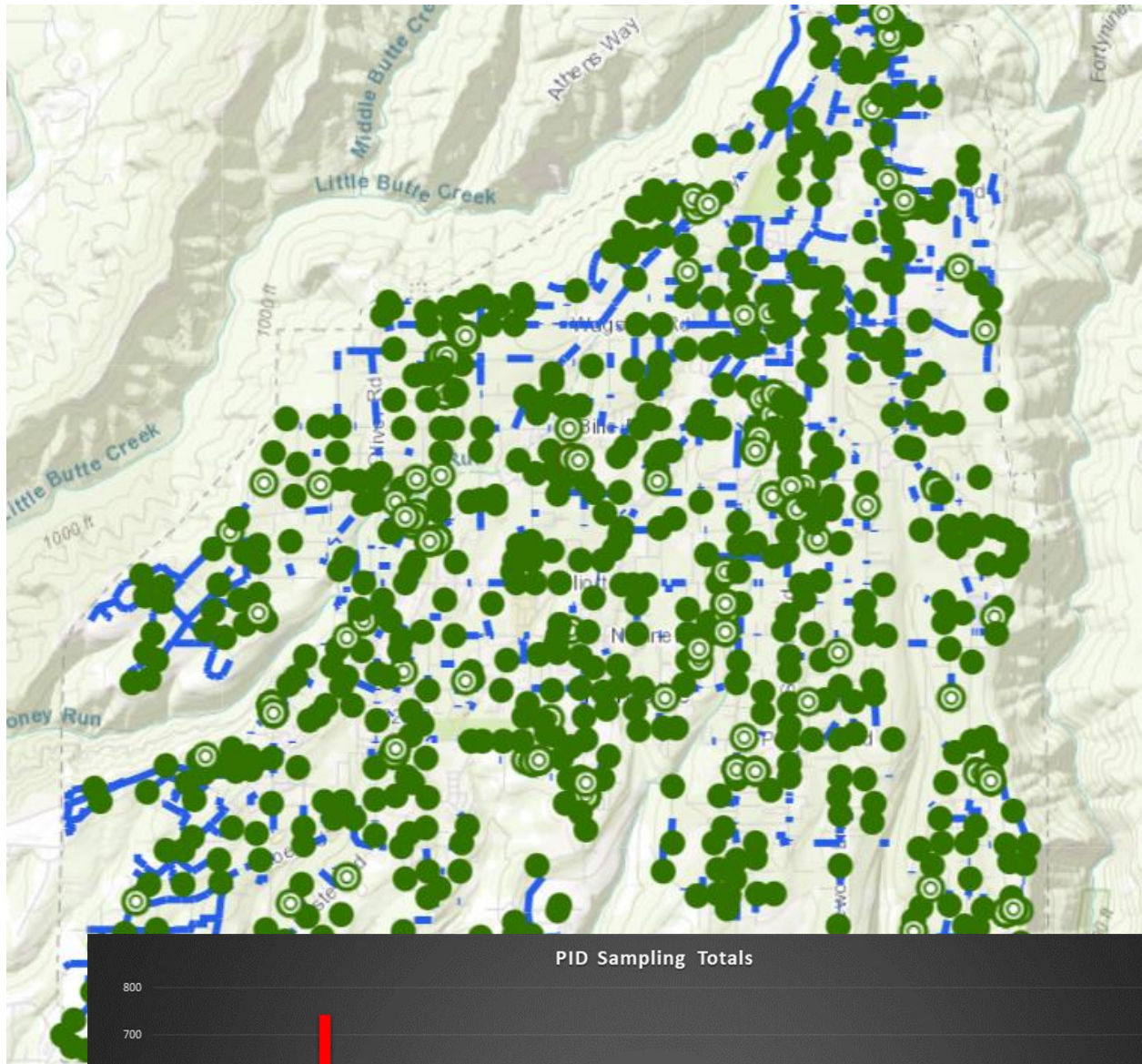




# Water Supply Recovery Program Update

## Water Quality Assurance Monitoring

Water Quality Assurance Monitoring continues to show regulatory compliance and the absence of fire related VOCs in the water distribution system mains being tested. The program will continue through fall 2022.



# Water Supply Recovery Program Update

## Main Replacement Project

Work continues in the definition of the phasing of the main replacement project. A main replacement prioritization meeting was conducted and we are coordinating phasing the main replacements with 1) PID need and 2) coordination with Town of Paradise paving activities. The first phase main replacement project is expected to be bid in late 2022 and begin work in early 2023.

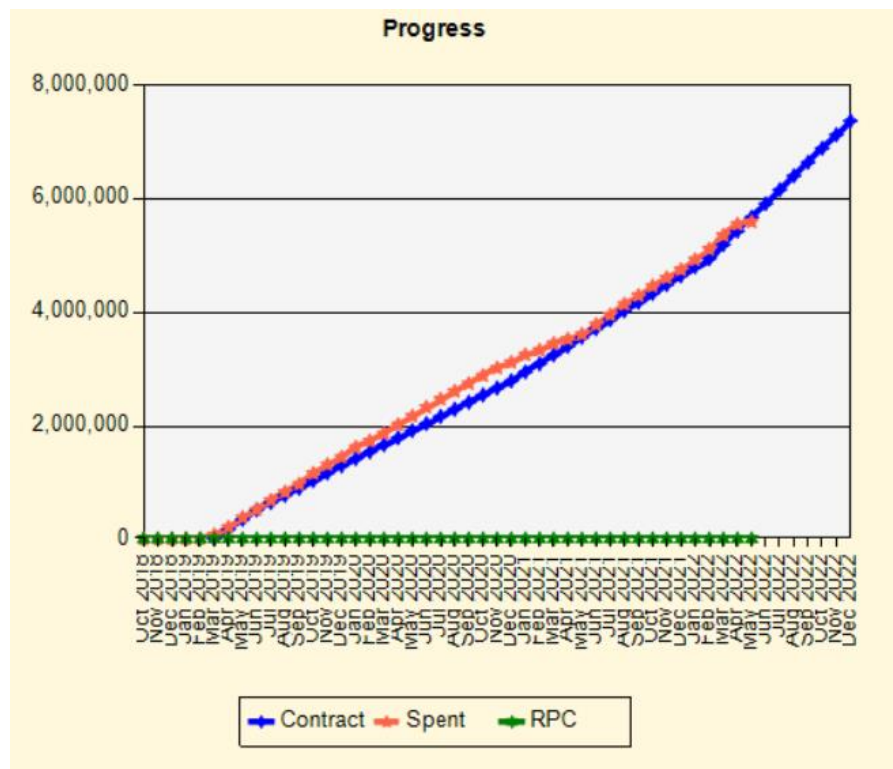
## Reservoir B Replacement Project

Recent communication with the DFA indicates that a funding agreement is expected within 1-2 months (June/July timeframe). Given the current construction and manufacturing climate, and considerable delays in procurement of construction materials, Water Works Engineers and PID staff have decided to move forward with bidding the Reservoir B project in late May. Bids will be received in the first part of July with a recommendation for award coming to the Board likely in the July Board meeting. Even if the project is awarded and notice to proceed given, there will likely be relatively low billing from the construction contractor for the first several months while procurement activities take place. This will give time for the District to enter into the grant agreement. It is worth noting that all costs incurred will be grant eligible starting from November 2021, so the only risk of early award is a minor cashflow consideration. Another item worth noting is that the power resiliency project (installing solar power on the instrumentation for all water storage tanks) will be incorporated into the Reservoir B Project.

This approach will give the best chance of Reservoir B replacement being complete prior to summer 2023. We cannot anticipate all manufacturing and procurement delays, but current manufacturing and delivery times support this schedule. It will also allow PID to take advantage of the Power Resiliency project grant (approx. \$300k) which will expire at the end of 2022.

## Budget

Total billing for April was \$202,893 comfortably below our current projected average burn rate of \$240k/month for the project through the end of 2022. considerably above our projected average burn rate for the remainder of 2022 (\$158,000/mo).





# Paradise Irrigation District

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

**TO: Board of Directors**

**FROM: Blaine Allen, District Engineer**

**DATE: May 18, 2022**

**RE: Valve Can GPS Location Contract**  
**5/18/22 Board of Directors Regular Meeting**

Background:

The Town of Paradise is embarking on a massive on-road rehabilitation project to be completed over the next few years. Within this project we have agreed to have the Town's contractors lower and raise our valve cans. To ensure our valve cans are not paved over or "lost" by the contractor PID staff recommends that we employ our own contractor to survey all the valve cans within the projects scope. This will not only ensure that our valve cans are assessable after construction, it will also give us an accurate location of valve cans which will help with an accurate location to be set on our GIS mapping system in the future.

PID has received a quote from Water Works to perform this work which will begin before the Town starts their construction. The Town has given an estimated start of construction in early July on Skyway. The estimate to survey an estimated 856 valve cans preconstruction, and then inspect those same cans post construction is \$257,934.00. This project will start with surveying all 856 valve cans in the summer of 2022 and inspecting post construction over the timeline of the Town's project. Due to the project spanning multiple years I would recommend a 15% contingency added to the estimate to cover any unforeseen changes in the future.

The following motion (or form of motion if there is no recommendation) is recommended:

*"I move approval to authorize the District Manager to enter into an agreement with Water Works Engineering to survey the District's valve cans not to exceed \$257,934.00, and an additional 15% contingency funding totaling \$38,690.00."*



# EXHIBIT A: SCOPE OF WORK

The following services will be provided by ENGINEER for the GIS Valve Tagging project:

## REASON FOR PROJECT

The Town of Paradise intends to repave a considerable number of roads in Paradise over the next 5 years (see Exhibit A Attachment 1 for repaving map). Within those roads are 856 valves which belong to Paradise Irrigation District. The valves need to be GIS located pre-pavement so that PID knows where the valves are in the event that they get paved over or otherwise lost or damaged during construction. The paving construction will include raising the elevation of the valve cans to accommodate grade changes made by the repaving. After the valve cans have been relocated, PID would like to have them inspected to 1) confirm that all of the valves cans have been re-set at the new road grade and 2) confirm that the valve operator is still accessible through the valve can (that the valve can is still centered over the valve operator and that there is no debris in the can or damage done to the can or valve operator).

## PROJECT SCOPE

### SCOPE

The following services will be provided by ENGINEER for this Project. This Project has been split into subtasks as follows:

Subtask	Title
1	Project Management
2	Valve Locating and GIS Tagging
3	Post-Construction Valve Can Inspection

### **Subtask 1 – Project Management**

Under this subtask, ENGINEER will monitor and track the project budget and schedule to ensure that all deadlines are met and that the project budget is not exceeded. ENGINEER will coordinate with the project team to address items such as project schedule, project budget, and current issues of concern. ENGINEER will also monitor progress and coordinate the activities being performed by all sub-consultants associated with the project, and submit monthly progress reports to the CLIENT. The following will be performed under this subtask:

- 1) Project Kickoff Meeting (to be conducted at Project site)
  - a) ENGINEER introductions to CLIENT staff
  - b) Familiarize ENGINEER with all project facilities
  - c) Gather operational data
  - d) Agree on Project Objectives
  - e) Agree on Project Components
- 2) Project Communication and Control
  - a) Coordination of all project team activities



- b) Communication of project progress and issues to CLIENT staff
  - c) Project schedule maintenance and control of project tasks to keep project schedule on track
  - d) Cost tracking of all engineering activities and active cost control of fees.
- 3) Quality Assurance/Quality Control
- a) Plan and implement Quality Assurance/ Quality Control Policy with the entire project team
  - b) Ensure QA/QC procedures are being followed at each step in the design process

<b>Meetings</b>	<ul style="list-style-type: none"> <li>Project Kickoff Meeting</li> </ul>
<b>Deliverables</b>	<ul style="list-style-type: none"> <li>Monthly Progress Reports</li> </ul>

### Subtask 2 – Valve Locating and GIS Tagging

Using the Bad Elf Flex Global Navigation Satellite System (GNSS) equipment with Real Time Kinematic Positioning (RTK) to achieve better positional accuracy, ENGINEER will locate all 856 valves which are in the planned paving areas. The valves will be identified using current Paradise Irrigation District (PID) GIS information and located using the GNSS equipment. At the conclusion of the work, the GNSS equipment will be delivered to the PID for their use. Any subscriptions for software and support of the GNSS equipment will be transferred to PID at that time. During GNSS locating, ENGINEER personnel will employ traffic control measures (a 2-person safety crew) to conduct the work safely. The valve locations recorded will be documented in PID's GIS database.

<b>Meetings</b>	<ul style="list-style-type: none"> <li>Weekly planning meetings to plan upcoming work</li> </ul>
<b>Deliverables</b>	<ul style="list-style-type: none"> <li>Valve locations updated in PID's GIS</li> </ul>

### Subtask 3 – Post-Construction Valve Can Inspection

Following the completion of paving, Town of Paradise will alert PID that the final valve can installation is ready for inspection. ENGINEER will provide inspection of final valve cans to 1) determine that all of the valves located in Subtask 2 have been relocated to the new grade and are accessible, and 2) evaluate each valve can to confirm that the valve operator is still accessible through the valve can (that the valve can is still centered over the valve operator and that there is no debris in the can or damage done to the can or valve operator). Town of Paradise will provide a safe, protected construction area for this inspection. ENGINEER will update the PID GIS with the results of the inspection for each valve and give a summary report of the status for the valves in each inspected area as the inspections are completed. Once any deficiencies have been addressed by the paving contractor and a re-inspection called for, ENGINEER will re-inspect and update the GIS status as appropriate.

<b>Meetings</b>	<ul style="list-style-type: none"> <li>None</li> </ul>
<b>Deliverables</b>	<ul style="list-style-type: none"> <li>Valve can status update in GIS, deficiency reports provided after each area of construction has been completed.</li> </ul>

## PROJECT SCHEDULE

Subtask 2 will be completed by October 2022. Subtask 3 will be completed as required in coordination with the Town of Paradise paving construction schedule.



# EXHIBIT B: FEE

## **ENGINEERING FEE**

Payment for Subtasks 1 through 3 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	\$79
AA2	Senior Administrative	\$111
T1	Drafter/Jr. Technician	\$94
T2	Designer/Sr. Technican	\$126
T3	Senior Designer	\$153
I1	Field Inspector	\$149
I2	Senior Inspector	\$167
I3	Supervising Inspector	\$185
E0	Engineering Assistant	\$111
E1	Staff Engineer	\$139
E2	Associate Engineer	\$170
E3	Project Engineer	\$191
E4	Senior Project Engineer	\$221
E5	Principal Engineer	\$256

**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.

Budget for each task will be as follows:

Subtask	Description	Budget
1	Project Management	\$5028
2	Valve Locating and GIS Tagging	\$193,188
3	Post-Construction Valve Can Inspection	\$59,718
	<b>Total</b>	<b>\$257,934</b>

A breakdown of anticipated project hours and costs is included in attachments to Exhibit B.

## Water Works Engineers Fee Estimate

Client Paradise Irrigation District  
 Project GIS Valve Tagging  
 Task Order No 1  
 Prepared by Sami Kader  
 Date 5/12/2022



**WATERWORKS**  
 E N G I N E E R S

				Hours and Fee					
				Subtask 1		Subtask 2		Subtask 3	
Year				2022		2022		2024	
				Project Management		Valve Locating and GIS Tagging		Post-Construction Valve Can Inspection	
2022				hrs	fee	hrs	fee	hrs	fee
Classification	Title	Hourly Rate							
AA1	Administrative	\$79	12	\$948	4	\$316	12	\$1,006	
AA2	Senior Administrative	\$111							
T1	Drafter/Jr. Technician	\$94							
T2	Designer/Sr. Technician	\$126							
T3	Senior Designer	\$153							
I1	Field Inspector	\$149					228	\$36,041	
I2	Senior Inspector	\$167							
I3	Supervising Inspector	\$185							
E0	Engineering Assistant	\$111			400	\$44,400			
E1	Staff Engineer	\$139			160	\$22,240	80	\$11,797	
E2	Associate Engineer	\$170			40	\$6,800	24	\$4,328	
E3	Project Engineer	\$191	16	\$3,056	20	\$3,820			
E4	Senior Project Engineer	\$221							
E5	Principal Engineer	\$256	4	\$1,024	8	\$2,048	16	\$4,345	
<b>Expenses</b>									
	Traffic Control					\$93,240			
	WWE Expenses					\$10,000		\$2,000	
Subconsultant/Expense Markup	10%	\$0				\$10,324		\$200	
Annual Increase for WWE rates of	3%								
<b>Subtask Totals</b>				<b>32</b>	<b>\$5,028</b>	<b>632</b>	<b>\$193,188</b>	<b>360</b>	<b>\$59,718</b>

Project Total	
Hours 1024	Fee \$257,934



# ESTIMATE N<sup>o</sup> E-128342

Page 1 of 2

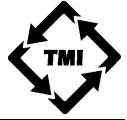
866-379-9152

**TRAFFIC MANAGEMENT, INC.**

1050 E 20th St.

www.trafficmanagement.com

Chico, CA 95928



COMPANY:

PHONE:

FAX:

**Water Works Engineers**

CONTACT PERSON:

Colleen Boak

DIRECT PHONE/EXT:

530 356 5105

DIRECT FAX:

CELL PHONE:

EMAIL:

colleenb@wwengineers.com

COMPANY ADDRESS:

760 Cypress Ave, #201

CITY, STATE, ZIP:

Redding, CA 96001

JOB LOCATION:

Skyway

CITY / COMMUNITY:

Paradise

T.B. MAP PAGE:

PROJECT INFORMATION:

Paradise Irrigation Project

OTHER INFO:

Union Wages / Weekday Work

CUST. REF #:

N/A

PLAN REFERENCE:

Chico Branch

CUSTOMER WORK DESCRIPTION:

Water Main Valve Location

APPROX. START DATE:

6/1/2022

START TIME:

7:00 AM

WORK HOURS / DURATION

Daily Rates

RFQ #:

LN #	QTY	QTY	QTY	RATE	ITEM / DESCRIPTION	TOTAL
1	1 dy	1 ea		\$1,776.00 ea/dy	<b>Two-Man Traffic Control Operation (8.0 Hrs. M-F)</b> Includes delivery, initial set-up, rental for one (1) day, and removal at end of project of traffic control devices. Equipment includes one (1) service truck and up to fifty (50) cones, six (6) type-I barricades, four (4) warning signs with stands, four (4) regulatory signs, one (1) flashing arrow sign (FAS) and mobilization costs up to forty (40) miles from TMI office.  Maintenance includes two (2) professionally trained and equipped traffic control man (flagger), for up to eight (8.0) hours, for the purpose of installing, maintaining, and removing traffic control devices, or otherwise controlling and directing vehicle or pedestrian traffic through or around the work area. This also applies to any standby time onsite. Overtime rates (\$306.00/hr.) apply after eight (8) hours and on Saturdays. Double time rates (\$398.00/hr.) apply after 12 hours, on Sundays and Holidays.  *A 4 hour minimum (\$1,030.00) will be applied to all jobs, including jobs cancelled after crews are dispatched.  **Please note if job goes past the four (4.0) hour minimum rate, then the eight (8.0) hour system rate of (\$1,776.00) will apply**  Price Excludes: -CMS (Changeable Message Sign) -Caltrans rumble strips -Truck Mounted Attenuator (TMA)	\$1,776.00
2	1 dy	1 ea		\$88.80 ea/dy	<b>Fuel Surcharge; 5% - SD300-1</b> A standard fuel surcharge will be applied to line item # 1 (any services requiring travel, transportation or mobilization).	\$88.80
3					<b>Bidding Without Plans</b> This estimate is based on description of scope of work as provided by Customer at time of request. Final estimated price to be determined when specific conditions/provisions are provided or traffic control plans have been approved by the Agency. Mobilization costs include up to forty (40) miles from TMI office.	

**EXCLUSIONS:**

The following is not included in this estimate: Tax; Encroachment Permits; Traffic Control Plans; Traffic Signal Plans; Posting of "No Parking" Signs; Lost or damaged equipment; Business and/or resident notification; Temporary striping or striping removal; Construction fencing; Steel/trench plates; Changeable message signs (CMS); Custom signage; Replacement or modification of existing facilities; Other

**STANDARD TERMS & CONDITIONS:**

1) Although TMI maintains standard general liability, workers compensation, and other insurance coverages, additional costs may be incurred for the issuance of insurance certificates that require special wording, endorsements, or additional coverages or policy changes. 2) Information provided herein should be relied on for estimating purposes only. 3) This estimate is based on information available and/or provided at the time of the estimate request, such as current permit rates and requirements from public agencies, and is subject to change without notice. 4) TMI reserves the right to modify this estimate should the scope of the project change or additional information is provided. 5) Unless otherwise specified, individual line items and rates are based on acceptance of the estimate as a whole. Significant changes in quantities, addition/deletion of line-items, or selection of single line-items may result in price changes. 6) Prices are valid for up to 60 days. 7) All orders for standard traffic control and equipment (without permit or posting requirements), will require at least three working days advance notice; additional time may be required for non-standard and/or large scale traffic control. General

availability of traffic control is not guaranteed and is subject to availability and schedule of TMI crews and equipment. Allow up to 14 working days for traffic plan turn-around (from time of order to initial submittal.) Agency approval and turn-around time of traffic control plans may vary and cannot be guaranteed. 8) Permit approval and timeline often vary from Agency to Agency and no guarantee of approval or approval timeline is represented. 9) Compensation will be charged for jobs that require special safety training requirements and security clearance. 10) Unless stated otherwise, this estimate is based on work being performed during normal field working hours (7:00am to 3:30pm) Monday through Friday. Additional costs will be incurred and invoiced for after hours work, weekend and/or holidays. 11) ACCEPTANCE OF THIS ESTIMATE: Unless otherwise agreed in writing, acceptance of this estimate shall authorize TMI to perform all work as stated, and this document shall serve as the binding contract, subject to the terms and conditions herein. 12) FUEL SURCHARGE: A fuel surcharge may be applied to any services requiring travel, transportation or mobilization. 13) RENTAL PROTECTION PROGRAM: All rental orders will be automatically enrolled in Rental Protection Plan (RPP) unless opted out by customer. If customer opts out of RPP, customer assumes sole responsibility for damaged or lost equipment. RPP is not available for registered motor vehicles such as TMA's and traffic control trucks. RPP surcharge will only be applied to equipment rental charges, and not be applied to delivery, installation, removal, or other labor and service charges. RPP Coverage Exclusions: Lost, stolen, or missing equipment; damage resulting from customer misuse or negligence; damages of any kind to third parties.

x London Reems

TMI ESTIMATOR

x

CUSTOMER ACKNOWLEDGEMENT

DATE PREPARED:  
4/25/2022

ESTIMATED TOTAL:  
**\$1,864.80**



"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: May 12, 2022  
TO: PID Board of Directors  
FROM: Mickey Rich, Assistant District Manager  
RE: Annual confirmation of Wise Water Use Regulations

Recommendation: Confirm the District's Wise Water Use Regulations

As part of PID's approach to discouraging water waste, the 2020 version of our Urban Water Management Plan states the Board of Directors shall confirm the permanent wise water use regulations annually.

## Wise Water Use Regulations

In light of 2022 being a dry year and California requirements for continued water conservation, staff recommends implementing the highlighted stage 1 restrictions listed in the attached water shortage contingency plan.

Additionally, occurrences of non-compliance, reported to, or observed by a District representative will be followed by a mailed written warning. Only one such warning will be issued. Second and subsequent violations, observed by a District representative, will result in a personally delivered or mailed written notice of a \$25.00 Quantity Surcharge to appear on the next water bill.

The District has also implemented a Wasteful Use Fee that would result in consumption charges being billed at two times the highest tiered consumption charge. This would be implemented for metered customers refusing to stop a wasteful use of water after being notified by the District.

Suggested Motion Language:

"I move to confirm the District's Wise Water Use Regulations as presented."

**WSCP Table 5** Demand Reduction Actions to be Implemented at Each Shortage Level

Shortage Level	Demand Reduction Actions	Percent Reduction	Additional Explanation or Reference <i>As needed</i>	Penalty, Charge, or Other Enforcement?
1	Landscape - Limit landscape irrigation to specific times	3%	No outdoor watering between noon and 6pm	Yes
1	Landscape - Other landscape restriction or prohibition	1%	No outdoor irrigation, sprinkling, or outdoor watering shall take place during or within 48 hours after a measurable rainfall.	Yes
1	Landscape - Restrict or prohibit runoff from landscape irrigation	1%	Watering in a manner that, as determined at the discretion of PID, results in excessive runoff onto hard surfaces.	Yes
1	Landscape - Other landscape restriction or prohibition	1%	No irrigation with potable water of ornamental turf will be allowed on public street medians within PID's service area.	Yes
1	Landscape - Other landscape restriction or prohibition	1%	For newly constructed structures, irrigation with potable water shall not be allowed if in a manner inconsistent with the regulations or other requirements established by the California Building Standards Commission.	Yes
1	Water Features - Restrict water use for decorative water features, such as fountains	1%	Water fountains and decorative water features must use a water recirculation system.	Yes
1	CII - Lodging establishment must offer opt out of linen service	1%		Yes
1	CII - Restaurants may only serve water upon request	1%		Yes
1	Other - Prohibit use of potable water for washing hard surfaces	1%	No washing driveways or hard surfaces. No watering overspray to hardscaped areas.	Yes



1	Other - Customers must repair leaks, breaks, and malfunctions in a timely manner	1%	Upon notification by PID, customer must repair leaks on customer side plumbing.	Yes
1	Other - Require automatic shut off hoses	1%	Vehicle washing with potable water only permissible with use of a bucket and a hose with a shut-off nozzle.	Yes
1	Offer Water Use Surveys	1%	Customers are encouraged to sign up for DropCounter to monitor water use and receive leak alerts.	No
1	Expand Public Information Campaign	1-10%	PID shall communicate to customers severity of water shortage through newspaper publication, mass media, mailings, utility billings or any combination thereof.	No
1	Other	0-10%	Voluntary rationing by customers	Yes
1	Reduce System Water Loss	1-25%	PID operations will continue to dedicate resources to repair of leaks caused by the Camp Fire and regularly occurring leaks.	No
1	Decrease Line Flushing	1%	PID operations will restrict line flushing to occur only as needed to promote water quality	No
2	Other	10-20%	Mandatory Rationing	Yes
3	Other	20-30%	Mandatory Rationing	Yes
4	Other	30-40%	Mandatory Rationing	Yes
5 & 6	Other	40-50%	Mandatory Rationing	Yes
NOTES: All demand reduction actions listed under shortage level 1 shall continue in place for all other more restrictive drought stages.				



## PARADISE IRRIGATION DISTRICT

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"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: May 18, 2021

TO: PID Board of Directors

FROM: Mickey Rich, Assistant District Manager

RE: Consider selecting consultant to perform Compensation Study

### Information:

On May 3, 2022 the District issued an RFP for a firm to perform a compensation study. The due date for proposals is May 17<sup>th</sup> at 10:00 am. Staff will make a recommendation and present the received proposals as new business during the May 18<sup>th</sup> regular board meeting.

RFP is attached.



**Our water. Our future.**

Paradise Irrigation District

**Salary Survey and Compensation Study  
Request for Proposal**

**Issued May 03, 2022**

**Responses due May 17, 2022 by 10:00 a.m. P.D.S.T.**

May 03, 2022

The Paradise Irrigation District (PID, District) is seeking proposals from qualified consulting firms experienced in the review and analysis of salary and overall compensation systems.

Proposals are due no later than 10:00 a.m. P.D.S.T., May 17, 2022. PID prefers proposals be submitted electronically using both Word and PDF formats. Proposals should be sent to [mrich@paradiseirrigation.com](mailto:mrich@paradiseirrigation.com).

If any part of your proposal is printed and delivered to PID, the envelopes shall be clearly marked "Salary Survey and Compensation Analysis Response". All proposals must conform to this requirement of the Request for Proposals (RFP).

Copies of the RFP will be on file for inspection and may be obtained at the office of the Paradise Irrigation District at 6332 Clark Road, Paradise CA 95969

Respondents shall aggregate their questions and requests for clarification, and submit them via e-mail to Mickey Rich, Assistant District Manager via e-mail at [mrich@paradiseirrigation.com](mailto:mrich@paradiseirrigation.com) no later than 12:00 p.m. P.D.S.T. on May 10, 2022. Such requests for clarification, and PID's responses, will be supplied in writing to all parties that have received copies of the RFP, without identifying the source of the inquiry.

The Agency reserves the right to reject any and all proposals, or any part of any proposals, or to waive informalities or defects in proposals, as the Board of Trustees of the Agency deems to be in the best interests of the Agency.

## **Introduction**

About PID ...

About our employees ...

PID is soliciting proposals from qualified consulting firms, experienced in the review and analysis of municipal salary and overall compensation systems. Our desire is to obtain a consultant who will assist PID in reviewing its existing job description and compensation system including all benefits, analyze the current jobs performed by employees, compare the market pay for each position, establish the market value of the employee benefits package and provide a market analysis of the total compensation package including salary and benefits.

To be considered, a vendor must be a full-service consulting firm with expertise in evaluating pay scales, benefits, job descriptions and market pay/benefit analyses. The consultant should be able to provide references from other municipalities or government agencies where similar work was performed.

The consultant must provide a proposal with maximum cost for the project based on the project as described herein. To the extent desired, additional recommendations and services or options may be included as additions to the project on an optional basis. These optional items shall be priced separately from this RFP.

The Agency is not responsible for any costs incurred by the respondent in preparation of a proposal. PID reserves the right to reject any or all parts of the proposals.

### **Scope of Work**

The successful consultant will be required to meet with the District Manager's Team at the initiation of the study and provide a written presentation to the District Manager's Team at the conclusion of the study. PID expects ongoing and open communications between designated Agency representatives and the consultant over the course of the study.

The Paradise Irrigation District will provide the following information to the successful consultant:

- Copies of all existing job descriptions
- Copies of all wage and salary schedules
- Copies of all employee bargaining unit agreements
- Copy of the PID Personnel Policies and Procedures Manual
- Copy of a PID Organizational Chart
- Job Performance Evaluation document
- Access to in-house contact, Office Manager Tiffany Bowen and Assistant District Manager Mickey Rich, to discuss procedures, policies, problems and concerns and to provide a liaison between the Agency and the consultant.

### **Services to be provided:**

1. Conduct a comprehensive survey of external regional labor markets impacting market competitiveness for all positions in the District.
  - a. This shall include public sector and private sector jobs with the same essential duties and functions.
  - b. This will include a review and market analysis of salary and benefits.
  - c. The consultant will provide the Agency with a copy of the final compensation study.

### **Proposal Instructions**

Proposals must be received by the Assistant District Manager, Paradise Irrigation District, by 10:00 a.m. P.D.S.T., May 17, 2022. Proposals shall be emailed to [mrich@paradiseirrigation.com](mailto:mrich@paradiseirrigation.com). If portions of the proposal cannot be emailed, then submit these portions in sealed envelopes addressed to:

Mickey Rich  
Paradise Irrigation District  
6332 Clark Road  
Paradise CA 95969

If the proposal or any part of the proposal is submitted on paper, it shall have marked on the outside of the envelope "Salary Survey and Compensation Study RFP Response".

It is PID's intention to enter a contract as soon as practicable after the proposals are evaluated. The successful vendor shall enter a contract with the Paradise Irrigation District within ten days of the notification of award or as soon as practicable thereafter as determined by PID. Work is expected to begin no later than May 31, 2022.

District staff will review the proposals and may invite one or more of the consulting firms to interview before making a recommendation to the Board of Directors. The recommended consulting firm will be selected based on their experience, quality and experience of personnel to be assigned to the project, the consulting firm's approach to the project, and recommendations from other clients, and the reasonableness of the cost of the proposed work.

**COST WILL NOT BE THE SOLE FACTOR IN THE SELECTION OF A CONSULTANT.**

The proposal should include the resumes of the members of the team and references from other municipalities or government agencies where similar work was performed.

PID reserves the right to reject any and all proposals, or any part of any proposal, or to waive informalities or defects in proposals, as the Board of Directors of the District shall deem to be in the best interests of the District.