



Paradise Irrigation District

6332 Clark Rd, Paradise, CA 95969 · 530-877-4971 · Fax: 530-876-0483 · www.pidwater.com

AGENDA

REGULAR MEETING PARADISE IRRIGATION DISTRICT BOARD OF DIRECTORS PID BOARD ROOM

6332 CLARK ROAD, PARADISE, CA 95969

WEDNESDAY, JUNE 15, 2022 – 8:30 AM

- ❖ *The Board of Directors is committed to making its meetings accessible to all citizens. Any persons requiring a special accommodation to participate, is requested to contact the District Secretary at (530) 876-2039 at least 48 hours in advance of the meeting.*

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

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

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

Meeting ID: 881 9284 1237

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

Via Email or Telephone: Public comment will be accepted by email with the subject line PUBLIC COMMENT ITEM NO. ____ to gborrayo@paradiseirrigation.com or telephone (530) 876-2039 prior to 8:00 a.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
- (Pg. 4-7) b. Approval of Minutes – Regular Meeting of May 18, 2022
- (Pg. 8) c. Approval of Minutes – Special Meeting of May 25, 2022
- (Pg. 9) d. Approval to Purchase – Two Network Switches not to exceed \$20,000.00

4. **TREASURER'S UPDATE:**

- (Pg. 10-14) a. **Treasurer's Report:** Review and acceptance of the Treasurer's Report for the period ending May 31, 2022. *Action may be taken.*
- (Pg. 15-27) b. **Expense Approval Report:** Approval of payments by check in the amount of \$1,089,238.03 representing check numbers 57662 through 57673 and electronic payments of \$705,752.20 by EFT for the month of May 2022 totaling \$1,794,990.23, and authorization of a similar amount allowing or adjusting for extraordinary budget or Board approved items during the month of June 2022. *Action may be taken.*

- (Pg. 28-49) 5. **PID STAFF & CONSULTANT REPORT UPDATES:** Verbal and written report updates from staff and consultants. *Informational Report Updates. Direction may be given.*
- (Pg. 28-29) a. Options Study Update
- (Pg. 30-36) b. Strategic Plan Progress Report
- (Pg. 37) c. Customer Service Activity Report
- (Pg. 38-41) d. Field Operations Staff Report
- (Pg. 42) e. Water Treatment Plant Staff Report
- (Pg. 43-49) f. Engineering Reports
- 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. **UNFINISHED BUSINESS** – None to report
7. **NEW BUSINESS:**
- (Pg. 50-52) a. **Lobbyist Services – Recommendation to End Existing Agreement** (Manager Tom Lando): Authorize staff to end the existing contract with Broad & Gusman and provide approval to engage their professional lobbyist services on an hourly basis for limited lobby work PID may need in the future. *Action may be taken.*
- b. **Budget Workshop:**
- (Pg. 53-58) 1. **PID Fiscal Year 2022-2023 Draft Budget** (Brett Goodlin): Review and consider adopting the Paradise Irrigation District Financial Plan Proposal for fiscal year 2022-2023. *Action may be taken.*
2. **Long-term Fiscal Planning review and discussion.** *Action may be taken.*
- (Pg. 59-60) 3. **Monthly Service Charge – Non-Participating Parcels** (Manager Tom Lando): Consideration to authorize the District Manager to start the process to charge non-participating parcels a uniform rate and authorize the expenditure of up to \$100,000 for necessary professional services. *Action may be taken.*
8. **DIRECTORS' COMMENTS:** *Information Item Only.*
9. **ADJOURNMENT OF MEETING**

CONSENT CALENDAR
REGULAR MEETING
PARADISE IRRIGATION DISTRICT
BOARD OF DIRECTORS

WEDNESDAY, JUNE 15, 2022 – 8:30 AM

- A. APPROVAL OF MEETING AGENDA ORDER
- B. APPROVAL OF MINUTES – REGULAR MEETING OF MAY 18, 2022
Action Requested: Approve Minutes for the regularly scheduled meeting of the Board of Directors on May 18, 2022.
- C. APPROVAL OF MINUTES – SPECIAL MEETING OF MAY 25, 2022
Action Requested: Approve Minutes for the special Board of Directors Meeting on May 25, 2022.
- D. APPROVAL TO PURCHASE – NETWORK ETHERNET SWITCHES
Action Requested: Approve purchase of two ethernet switches from Vista Net, Inc. for an amount not to exceed \$20,000.00.

MINUTES

REGULAR MEETING BOARD OF DIRECTORS PARADISE IRRIGATION DISTRICT MAY 18, 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, Assistant District Manager Mickey Rich, Finance & Accounting Manager & Treasurer Brett Goodlin, District Engineer Blaine Allen, Administrative Assistant Sarah Fenton, and Secretary Georgeanna Borrayo

ALSO PRESENT: Consultants Sami Kader, Colleen Boak, and Esmeralda Diego with Water Works Engineers.

No public comments were received.

PUBLIC PARTICIPATION

Board members reviewed consent calendar items as follows

APPROVAL OF
CONSENT
CALENDAR
(Item 3.a. – 3.b.)

3.a. Approval of Meeting Agenda Order

3.b. Approval of Minutes - Regular Meeting of April 20, 2022

It was moved by Director Hinman 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 April 30, 2022, highlighting the district's cash position, debt service analysis, operational overview, and recovery funding. Treasurer Goodlin further confirmed the Fire Victim Trust has issued partial settlement funds to the District, which is 45% of PID's approved claim amount of \$189,485,000.

ACCEPTANCE OF
TREASURER'S
REPORT FOR
PERIOD ENDING
APRIL 30, 2022
(Item 4.a.)

It was moved by Director Shaw and seconded by Director Hinman to accept the Treasurer's Report for the period ending April 30, 2022, as presented.

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

NOES: None

ABSENT: None

Motion passes 5-0

ACCOUNTS
PAYABLE
EXPENSE REPORT
APPROVED FOR
THE MONTH OF
APRIL 2022
(Item 4.b.)

Board members reviewed accounts payable expense reports for the month of April 2022. It was moved by Director Matthews and seconded by Director Shaw to approve 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.

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

NOES: None

ABSENT: None

Motion passes 5-0

INFORMATIONAL
PID STAFF AND
CONSULTANT
REPORT UPDATES
(Item 5.a. – 5.h.)

Board members reviewed written Staff Report updates provided in the Agenda packet. District Manager Tom Lando announced an Options Study Public Meeting will be held on Tuesday, May 24, 2022 from 6:00 p.m. to 8:00 p.m. in the Paradise Irrigation District (PID) Board Meeting Room to present the draft Town of Paradise Options Study dated April 2022 submitted by GEI Consultants, Inc. Advance registration is requested to attend this meeting remotely via Zoom, or to attend in person. Registration information, as well as the Draft Options Study is available on the PID website at www.pidwater.com/options.

Director Sulik commented on the retirement announcement in the Water Treatment Plant Staff Report and acknowledged Ken Capra, Treatment Plant Operator (30 years), and Laura Capra, Water Quality Technician (28 years) for their contributions and service to the Paradise Irrigation District.

Water Works Engineers presented an update regarding the Water Supply Recovery Program and highlighted the following: Metered Interim Water Service, Meter Installation and Service Lateral Replacement Program, Water Quality Assurance Monitoring, Main Replacement Project, and Reservoir B Replacement Project.

Discussion regarding the Meter Replacement Program noted approximately 1,600 meters have been installed from the start of the project. While steps to coordinate advance notification to customers when they will be without water have been made, additional notification concerns have been raised. Water Works Engineers will further review this process with the Recovery Program Team and contractor to investigate additional approaches regarding customer outage notification and provide an update to the Board.

Water Quality Assurance Monitoring continues to show regulatory compliance and the absence of fire related VOCs in the water distribution system mains being tested. While this program is slated to be completed this fall, the District's ongoing regulatory water quality monitoring practices will continue. PID staff will work with the Community Relations Committee on messaging to customers regarding this information and what steps may be taken to notify PID of any questions or concerns.

COMMITTEE
REPORTS
(Item 6.a. – 6.c.)

Finance Committee: Committee members reported a Request for Proposal for Investment Advisory Services has been issued May 18, 2022. The due date for proposals is June 24, 2022, at 3:00 p.m. local time.

Community Relations Committee: Discussion at the May 10 meeting included the PID Voice of the Customer Survey, planning items for the annual Consumer Confidence Report, water quality, and review of the PID newsletter. The next committee meeting will be held on July 12, 2022 at 8:00 a.m.

ACWA Spring Conference: Director Hinman reported attending a Cyber Security discussion that was very informative. Assistant District Manager Mickey Rich confirmed the District is very diligent about cyber security and take many precautions. An action plan is outlined in the District's emergency response procedures and a security review has recently been completed. Board members recommended placing an item on the June agenda to receive a cyber security update.

CONTINUED –
COMMITTEE
REPORTS

No unfinished business to report.

UNFINISHED
BUSINESS

District Engineer Blaine Allen reported the Town of Paradise is embarking on a massive on-road rehabilitation project to be completed over the next few years. To ensure the District's valve cans are not paved over or lost by the Town's contractors, PID staff recommends we employ our own contractor to survey all the valve cans within the project scope. This will not only ensure the valve cans are accessible after construction, it will also provide an accurate location of valve cans, which will be set on the District's GIS mapping system in the future.

NEW BUSINESS:

GIS ON-SYSTEM
VALVE TAGGING
LOCATION
PROJECT
(Item 8.a.)

It was moved by Director Shaw and seconded by Director Hinman 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.

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

Motion passes 5-0

Assistant District Manager Mickey Rich noted 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.

ANNUAL
CONFIRMATION
OF WISE WATER
USE
REGULATIONS
(Item 8.b.)

In light of 2022 being a dry year and California requirements for continued water conservation, staff recommends implementing Stage 1 restrictions in PID's Water Shortage Contingency Plan. The State of California is asking all agencies to move into Stage 2, which would be up to 20% rationing. Without our metering system, we cannot realistically monitor and do 20% rationing; however, we can expand our outreach to customers regarding water conservation.

It was moved by Director Shaw and seconded by Director Sulik to confirm the District's Wise Water Use Regulations as presented.

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

Motion passes 5-0

District Manager Tom Lando reported on May 3, 2022 the District issued a Request for Proposal from consulting firms experienced in the review and analysis of salary and overall compensation systems. Proposals were requested no later than 10:00 a.m. local time, May 17, 2022. Staff does not have a recommendation to present as no proposals were received and will further review and evaluate options. **No Board action taken.**

SALARY SURVEY &
COMPENSATION
STUDY
(Item 8.c.)

DIRECTORS'
COMMENTS
(Item 9)

Director Hinman: Commented on the recent loss of a relative and mental health awareness.

President Boston: Indicated there is a lot of vegetation and scotch broom around PID's water storage tank C and noted receiving an inquiry regarding a vegetation management plan to remove this vegetation.

ADJOURNMENT OF
MEETING

There being no further business, it was moved by President Boston to adjourn the meeting. The regular meeting of the PID Board of Directors was adjourned at 7:55 p.m.

Georgeanna Borrayo, Secretary

Shelby Boston, President

PENDING BOARD APPROVAL

MINUTES

SPECIAL MEETING
BOARD OF DIRECTORS
PARADISE IRRIGATION DISTRICT
MAY 25, 2022

The special meeting of the Board of Directors of the Paradise Irrigation District was called to order at 9:00 a.m. by President Shelby Boston.

OPENING

BOARD MEMBERS PRESENT: Directors Bob Matthews, Alan Hinman, Vice-President Marc Sulik, and President Shelby Boston (Director Marc Sulik participating remotely via Zoom meeting platform).

ROLL CALL

BOARD MEMBERS ABSENT: Director Brian Shaw

STAFF PRESENT: District Manager Tom Lando, Administrative Assistant Sarah Fenton, and Secretary Georgeanna Borrayo

No public comments were received.

PUBLIC
PARTICIPATION

President Boston announced the Board will adjourn to closed session to discuss agenda item 3.a. Following an opportunity for public comment, the Board adjourned to closed session at 9:02 a.m. regarding the following:

CLOSED SESSION
(Item 3.a.)

3.a. 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

President Boston reconvened the special meeting at 9:15 a.m. and announced direction has been provided to the PID labor negotiator.

CLOSED SESSION
ANNOUNCEMENT
(Item 4)

It was moved by President Boston to adjourn the meeting. The special meeting was adjourned at 9:16 a.m.

ADJOURNMENT

Georgeanna Borrayo, Secretary

Shelby Boston, President

QUOTE



QUOTE #	AAAQ4786
DATE	5/10/2022

Vista Net, Inc.
669 Palmetto Ave., Suite E, Chico, CA 95926

TO Mickey Rich
Paradise Irrigation District
6332 Clark Road
Paradise, CA 95969

IT CONSULTANT	PROJECT	PAYMENT TERMS	ESTIMATED DUE DATE
Dave Marlatt	Opt 2 10GB Switches	Net 30	TBD

QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
	Option #2 10GB Switches		
2	MDF - 10GB Ports x 8 Copper - Stack up to 10 Switches	\$7,415.00	\$14,830.00
	HP Aruba 24G Port Switch 1- Slot- Layer 3		
	HP Aruba 250W Power Supply for Switch		
	HP Aruba Expansion Module 10GB Copper Ports x 4 Ports		
	HP Aruba 2-Port Stacking Module x 2 Expansion Slots		
	HP Stacking Cable .5M		
		SUBTOTAL	\$14,830.00
		SALES TAX	\$1,075.18
		TOTAL	\$15,905.18

To accept this quotation, sign here and return: _____

Purchase Order Number _____

Please return quote to dmarlatt@vistanetinc.com or fax 530.891.8589. If you have any questions please call 530.891.8555

Orders over \$2500.00 require a 60% deposit

Prices do not include shipping costs, recycling fees, or travel time.

Prices valid for 30 days. Labor Rates based on normal business hours Monday - Friday 8:00am to 5:00pm

Thank You For Your Business!



Paradise Irrigation District

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Treasurer's Report – May 2022

1. Cash Position – At 05/31/2022 the District's total cash position was \$92,206,868.

- a. \$73.5M is safely held in the District's LAIF account earning nominal interest.
- b. Treasurer is actively working with Tri Counties Bank to set up a nightly sweep account to earn nominal interest for the \$18.7M sitting in the operations account until an investment advisor is selected and can actively manage the District's investments.

2. Debt Service Analysis

The District's total outstanding debt is \$3,665,000 with a weighted average rate of 2.05%. Over the course of the remaining loan schedules, we will pay \$231,000 in interest. I suggest we hold off on paying the debts off because the rate is low, and we will likely earn close, if not more than 2% once the District begins actively investing.

3. Customers

As of May 31, 2022, the District has 4,242 active accounts and 4,616 active, but sealed, accounts. There are 1,775 inactive accounts that have been permanently disconnected.

4. Revenues

The District has yet to collect the \$592k in utility location fees from PG&E under an agreement signed last calendar year. District staff has been in contact with PG&E sourcing and payment staff regarding the payments due.

5. Expenses

Staff is actively exploring and speaking with vendors to find ways to minimize costs. This month we have identified and will realize about \$7,800 over the course of a year in utility costs. Further investigation into preparing a RFP for solar panel installation on our buildings continues.

6. Recovery Funding

The District is in communication with insurance and working towards a final settlement and payout on property destroyed in the Camp Fire over 3 years ago. Amendments to FEMA projects are being considered as recovery efforts towards insurance payouts is not fully likely as previously anticipated.

Paradise Irrigation District

May 31, 2022

Financial Summary

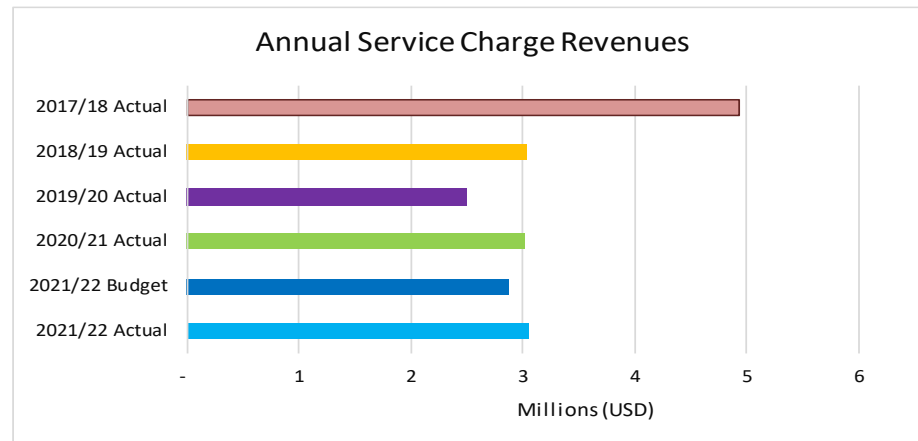
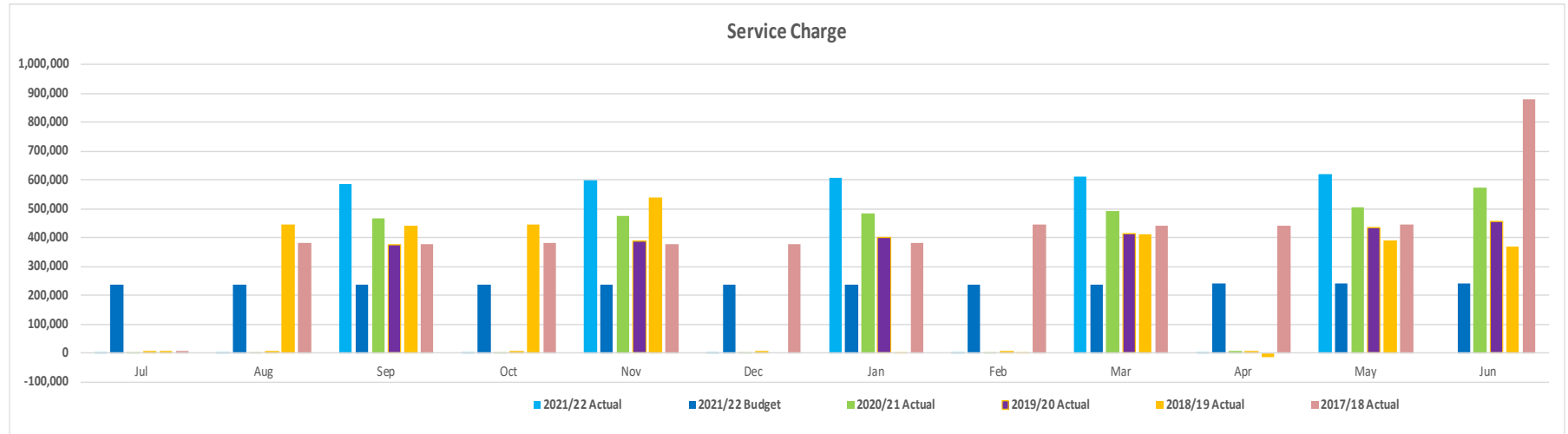
	2019/20 Actual	2020/21 Actual	2021/22 Estimate	2021/22 Actual
<u>REVENUES:</u>				
Water Sales	2,311,794	2,793,089	2,889,235	2,608,738
Outside Water Sales	105,338	118,909	100,000	167,195
Other	1,060,600	655,710	63,780	519,063
Interest	93,111	85,927	35,000	41,065
Taxes - 1%	380,185	432,366	250,000	210,229
FMV Gain/Loss - Securities	(427)	(319)	-	-
Grant Rev	25,500	293,742	-	764
Inc-Capacity Fees	16,252	171,285	-	119,889
Revenue - PFD	54,372	62,621	50,000	76,197
Total Revenue	4,046,725	4,613,331	3,388,015	3,743,140
<u>EXPENDITURES:</u>				
Operating	5,260,887	5,468,220	6,552,418	5,741,756
Debt Service	841,723	936,174	1,096,701	1,096,245
PFD	34,043	57,704	-	-
Total Expenditures	6,136,653	6,462,098	7,649,119	6,838,001
Increase/(Decrease) in Cash before Recovery, Debt Proceeds, and Capital Improvements	(2,089,927)	(1,848,766)	(4,261,104)	(3,094,861)
Debt Proceeds	76,922	-	-	-
Increase/(Decrease) in Cash before Recovery and Capital Improvements	(2,013,005)	(1,848,766)	(4,261,104)	(3,094,861)
FEMA Reimbursements	159,961	2,390,485	13,059,640	7,414,755
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 Proceeds			10,370,139	189,485,000
Cash Available for Recovery/Capital Projects	11,618,998	14,892,673	26,729,780	197,301,541
	9,605,993	13,043,906	22,468,675	194,206,680
Major Capital/Recovery Projects	(6,414,054)	(389,853)	(27,790,671)	(11,806,221)
Minor Capital Projects	-	-	(502,889)	-
Increase/(Decrease) in Cash	3,191,938	12,654,054	(5,824,885)	182,400,460
Beginning Cash Balance	4,043,797	7,235,735	19,889,789	13,542,086
Ending Cash Balance	7,235,735	19,889,789	14,064,905	195,942,546

Paradise Irrigation District
May 31, 2022
Revenue Summary

	FY 2019/20 Actual	FY 2020/21 Actual	FY 2021/22 Estimate	FY 2021/22 Actual
<u>General Fund/Operating</u>				
Water - Service	2,303,549	2,357,534	2,869,235	2,578,713
Water - Consumption	(918)	(44)	-	-
Water - Fees & Adjustments	9,164	140	20,000	30,025
Outside Water Sales	105,338	118,909	100,000	167,195
Meter Revenue	868,678	410,717	-	395,010
Recreation & Boating Permits	17,508	165	-	-
Backflow Check	560	-	-	140
Rents	15,496	17,386	24,180	20,636
Custom Work/PFD Reimbursement	83,973	57,864	39,600	40,831
Misc	74,386	176,009	-	62,446
Interest	-	-	-	-
Total Operating Income	3,477,732	3,138,681	3,053,015	3,294,997
<u>Special Revenue Fund</u>				
Capital Improvement Program				
Taxes - 1%	380,185	354,959	250,000	210,229
Interest	93,111	85,927	35,000	41,065
FMV Gain/Loss - Securities	(427)	(319)	-	-
Inc-Capacity Fees	16,252	154,613	-	119,889
Grant	25,500	293,977	-	764
Total Capital Improvement	514,621	889,157	285,000	371,947
<u>Debt Service Fund</u>				
Inc-Assessment Res (PID Share)	-	-	-	-
Total Debt Service	-	-	-	-
<u>Recovery Proceeds</u>				
State Backfill Funding	7,374,330	7,374,330	-	-
FEMA Reimbursements	159,961	2,390,485	13,059,640	7,414,755
Insurance Proceeds	4,084,707	5,068,231	3,000,000	401,787
PGE Locating Reimbursements	-	59,627	300,000	-
Other Recovery	-	-	10,370,139	189,485,000
Total Recovery Proceeds	11,618,998	14,892,673	26,729,780	197,301,541
<u>PFD</u>				
Revenue - PFD	54,372	51,635	50,000	76,197
Total PFD	54,372	51,635	50,000	76,197
Total Revenue	15,665,723	18,972,146	30,117,794	201,044,682

Paradise Irrigation District
May 31, 2022
Water Revenue

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	617,841	-
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



Paradise Irrigation District

May 31, 2022

Operational Expenses

Operational Expenses Summary by Function	FY 2019/20 Actual	FY 2020/21 Actual	FY 2021/22 Estimate	FY 2021/22 Actual
Source of Supply	\$ 77,819	\$ 150,604	\$ 199,000	\$ 142,952
Security & Recreation	44,036	-	-	1,752
Water Treatment	1,284,603	1,174,412	1,346,858	1,278,983
Transmission & Distribution	2,377,051	1,658,068	2,187,214	2,063,593
Customer Service	291,064	237,448	323,795	294,435
Administration	1,522,408	1,492,426	2,495,550	1,960,042
Total Operating Expenditures	5,596,982	4,712,958	6,552,418	5,741,756

Operational Expenses Detail by Function	FY 2019/20 Actual	FY 2020/21 Actual	FY 2021/22 Estimate	FY 2021/22 Actual
<u>Source of Supply</u>				
Salary and Benefits	-	-	-	941
Materials and Supplies	-	2,589	30,000	-
Outside Services	77,476	145,231	165,000	140,996
Utilities	344	2,784	4,000	1,015
Insurance	-	-	-	-
Total Source and Supply	77,819	150,604	199,000	142,952
<u>Security & Recreation</u>				
Salary and Benefits	40,777	-	-	-
Materials and Supplies	-	-	-	-
Outside Services	36	-	-	1,752
Utilities	1,724	-	-	-
Insurance	1,500	-	-	-
Total Security & Recreation	44,036	-	-	1,752
<u>Water Treatment</u>				
Salary and Benefits	912,991	837,461	871,908	1,011,616
Materials and Supplies	180,761	160,137	245,000	120,151
Outside Services	45,341	38,154	66,400	39,191
Utilities	128,510	121,160	146,050	108,024
Insurance	17,000	17,500	17,500	-
Total Water Treatment	1,284,603	1,174,412	1,346,858	1,278,983
<u>Transmission & Distribution</u>				
Salary and Benefits	1,324,018	1,081,815	1,675,589	1,366,021
Materials and Supplies	931,768	386,148	330,625	492,370
Outside Services	35,038	97,832	79,500	145,083
Utilities	60,227	61,272	70,000	60,118
Insurance	26,000	31,000	31,500	-
Total Transmission and Distribution	2,377,051	1,658,067	2,187,214	2,063,593
<u>Customer Service</u>				
Salary and Benefits	272,357	218,610	300,295	282,697
Materials and Supplies	1,264	-	-	88
Outside Services	5,943	5,937	10,000	11,650
Insurance	11,500	12,900	13,500	-
Total Customer Service	291,064	237,447	323,795	294,435
<u>Administration</u>				
Salary and Benefits - Admin Staff	951,621	812,504	1,276,458	1,035,852
Salary and Benefits - Board	-	14,611	5,592	-
Materials and Supplies	182,912	129,835	224,800	261,644
Outside Services	249,141	397,087	808,700	491,461
Utilities	57,580	58,668	60,500	62,162
Insurance	81,155	66,567	102,500	105,010
Board Expenses	-	13,122	17,000	3,913
Total Administration	1,522,408	1,492,394	2,495,550	1,960,042

PARADISE IRRIGATION DISTRICT

Expense Approval Report

Percentage of Total Payments by Vendor

May 1 - 31, 2022

Vendor	Payment	% of Total
RCI General Engineering	991,218.76	55.22%
Water Works Engineers	211,876.37	11.80%
Internal Revenue Service	99,829.95	5.56%
Zenner USA	98,808.12	5.50%
Minasian, Meith, Soares, Sexton & Cooper, LLP	47,263.50	2.63%
ACWA/JPIA	41,075.58	2.29%
ICMA Retirement Trust-457	29,035.79	1.62%
Ferguson Enterprises, Inc	27,376.07	1.53%
Pace Supply	27,012.64	1.50%
APTIM Environmental & Infrastructure LLC	26,883.69	1.50%
N.C.G.T. SECURITY FUND	26,248.00	1.46%
Employment Development Dept.	18,461.17	1.03%
Reed Smith LLP	17,570.00	0.98%
Genterra Consultants, Inc.	17,499.00	0.97%
Pace Analytical Services LLC	11,195.00	0.62%
VistaNet inc.	9,775.88	0.54%
Dept. of Water Resources	7,650.00	0.43%
Verizon Wireless	6,109.11	0.34%
ICMA Retirement Trust-401	5,398.52	0.30%
Bartle Wells Associates	5,295.00	0.29%
Hunt & Sons, Inc.	5,191.58	0.29%
Questys Solutions	4,966.95	0.28%
Cedar Creek Publishing	4,533.86	0.25%
Consulting Advantage Inc	4,200.00	0.23%
Broad & Gusman	4,000.00	0.22%
Total Compensation Systems, Inc	3,780.00	0.21%
RDO Equipment Co.	3,262.71	0.18%
Maintenance Plus	3,026.00	0.17%
I.B.E.W. Local Union 1245	2,595.03	0.14%
Thomas Ace Hardware	2,349.22	0.13%
USA Blue Book	1,862.16	0.10%
Peterson	1,544.77	0.09%
Aramark Uniform Services	1,542.24	0.09%
Northstate Aggregate, Inc.	1,509.15	0.08%
AT&T	1,477.98	0.08%
Standard Insurance Company	1,407.32	0.08%
COMP, Inc.	1,320.00	0.07%
Airgas USA, LLC	1,234.08	0.07%
North Valley Barricade	1,211.64	0.07%

PARADISE IRRIGATION DISTRICT

Expense Approval Report

Percentage of Total Payments by Vendor

May 1 - 31, 2022

Vendor	Payment	% of Total
Les Schwab Tire Center	1,140.03	0.06%
Northern Recycling & Waste Svcs	1,065.83	0.06%
O'Reilly Auto Parts	881.43	0.05%
Comcast Business	851.43	0.05%
Knife River Construction	843.73	0.05%
Gregg Allen Mowers	800.00	0.04%
Home Depot Credit Services	790.65	0.04%
Comcast	773.49	0.04%
International Brotherhood of 137 TCWH	759.69	0.04%
Clarity HR Consulting	725.00	0.04%
Durham Pentz Truck Center	637.09	0.04%
Pitney Bowes	630.73	0.04%
BC Brown General Engineering, Inc.	541.59	0.03%
Mark Baker	495.00	0.03%
United Rentals, Inc	484.85	0.03%
Aflac	470.04	0.03%
Interstate Batteries of the Rogue River	458.24	0.03%
JC's Maintenance	450.00	0.03%
Tyler Technologies, Inc.	450.00	0.03%
Nelson's Building Maintenance, Inc.	440.80	0.02%
Advanced Document Concepts For Business	378.33	0.02%
Office Depot	345.61	0.02%
Rental Guys	339.41	0.02%
Sterling Health Services, Inc DBA	334.60	0.02%
Valve Sealant Supply	311.40	0.02%
FGL Environmental	311.00	0.02%
Fastenal Co	311.00	0.02%
Ellis Art and Engineering Supplies	265.77	0.01%
Buttes Pipe	256.92	0.01%
isolved, Inc.	252.00	0.01%
Wagner & Bonsignore	236.25	0.01%
Chico Immediate Care	200.00	0.01%
Adobe Systems	179.88	0.01%
Butte Co - Neal Rd Landfill	161.12	0.01%
Plan B Professional Answering Service	155.80	0.01%
Boot Barn, Inc	125.00	0.01%
Paradise Police Dept.	96.36	0.01%
Magneson Tractor Service	81.28	0.00%
Sutter Buttes Rubber Company LLC	72.39	0.00%

PARADISE IRRIGATION DISTRICT

Expense Approval Report

Percentage of Total Payments by Vendor

May 1 - 31, 2022

Vendor	Payment	% of Total
Employee Relations	65.02	0.00%
Batteries Plus Bulbs	51.99	0.00%
Inland Business Systems	40.66	0.00%
Riebes Auto Parts	30.43	0.00%
Spatial Networks, Inc.	25.02	0.00%
Fiserv Solutions, LLC	22.75	0.00%
Rankin Stock Heaberlin Oneal	20.50	0.00%
Elecsys International Corporation	20.00	0.00%
The UPS Store	13.28	0.00%
Grand Total	1,794,990.23	100.00%



Paradise Irrigation District

Expense Approval Report By Vendor Name

Payment Dates 5/1/2022 - 5/31/2022

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
Vendor: 01021 - ACWA/JPIA				
05/06/2022	57664	686215	Dental	2,476.79
05/06/2022	57664	686215	Life	633.92
05/06/2022	57664	686215	EAP	95.20
05/06/2022	57664	686215	Health	37,222.95
05/06/2022	57664	686215	Vision	646.72
Vendor 01021 - ACWA/JPIA Total:				41,075.58
Vendor: 03213 - Adobe Systems				
05/06/2022	DFT0005206	2149372632	Software	179.88
Vendor 03213 - Adobe Systems Total:				179.88
Vendor: 03185 - Advanced Document Concepts For Business				
05/02/2022	APA000139	INV69222	Printer service agreement	237.04
05/24/2022	APA000199	INV71468	Printer service agreement	141.29
Vendor 03185 - Advanced Document Concepts For Business Total:				378.33
Vendor: 02957 - Aflac				
05/13/2022	DFT0005210	INV0006358	Montly Aflac Invoice	235.02
05/27/2022	DFT0005252	INV0006389	Montly Aflac Invoice	235.02
Vendor 02957 - Aflac Total:				470.04
Vendor: 03066 - Airgas USA, LLC				
05/03/2022	DFT0005197	9987667611	Welding supplies	626.70
05/23/2022	DFT0005235	9988380382	Welding supplies	607.38
Vendor 03066 - Airgas USA, LLC Total:				1,234.08
Vendor: 03090 - APTIM Environmental & Infrastructure LLC				
05/02/2022	APA000140	555467	Job #18-F1	11,499.87
05/02/2022	APA000140	555468	HMGP	787.50
05/02/2022	APA000140	555535	Job #18-F1	1,162.07
05/02/2022	APA000140	555536	HMGP	1,487.50
05/24/2022	APA000200	556102	Recovery	11,421.75
05/24/2022	APA000200	556103	Recovery	525.00
Vendor 03090 - APTIM Environmental & Infrastructure LLC Total:				26,883.69
Vendor: 01068 - Aramark Uniform Services				
05/06/2022	DFT0005205	506000381294	Uniforms	275.67
05/06/2022	DFT0005205	506000381302	Uniforms	114.94
05/06/2022	DFT0005205	506000386669	Uniforms	260.43
05/06/2022	DFT0005205	506000386691	Uniforms	114.94
05/06/2022	DFT0005205	506000392408	Uniforms	270.71
05/06/2022	DFT0005205	506000392435	Uniforms	114.94
05/23/2022	DFT0005236	5066006210	Uniforms	300.69
05/23/2022	DFT0005236	5066006247	Uniforms	89.92
Vendor 01068 - Aramark Uniform Services Total:				1,542.24
Vendor: 01082 - AT&T				
05/03/2022	DFT0005198	2022-04 (0466)	Res B tank alarm	33.97
05/03/2022	DFT0005198	2022-04 (1776)	Res B tank alarm	33.97
05/06/2022	DFT0005208	18059943	Office telephone	705.72
05/23/2022	DFT0005237	18208205	Office telephones	704.32
Vendor 01082 - AT&T Total:				1,477.98
Vendor: 03168 - Bartle Wells Associates				
05/24/2022	APA000201	614A-1005	Water Rate Study	5,295.00
Vendor 03168 - Bartle Wells Associates Total:				5,295.00

Expense Approval Report

Payment Dates: 5/1/2022 - 5/31/2022

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
Vendor: 01116 - Batteries Plus Bulbs				
05/24/2022	APA000227	P51557367	Battery	51.99
Vendor 01116 - Batteries Plus Bulbs Total:				51.99
Vendor: 03219 - BC Brown General Engineering, Inc.				
05/16/2022	57671	FH220123	BC Brown Rev. Adjust	688.51
05/16/2022	57671	FH220123	BC Brown A/R Adjustment	-1,146.92
05/16/2022	57671	FH220123	BC Brown Deposit Refund	1,000.00
Vendor 03219 - BC Brown General Engineering, Inc. Total:				541.59
Vendor: 02870 - Boot Barn, Inc				
05/02/2022	APA000141	INV00163083	Safety boots	125.00
Vendor 02870 - Boot Barn, Inc Total:				125.00
Vendor: 03108 - Broad & Gusman				
05/16/2022	APA000187	722	Retainer	4,000.00
Vendor 03108 - Broad & Gusman Total:				4,000.00
Vendor: 01942 - Butte Co - Neal Rd Landfill				
05/02/2022	APA000142	18352	Landfill fee	15.16
05/16/2022	APA000188	02-02164572	Landfill fee	15.00
05/24/2022	APA000202	02-02167299	Landfill fee	130.96
Vendor 01942 - Butte Co - Neal Rd Landfill Total:				161.12
Vendor: 01222 - Buttes Pipe				
05/02/2022	APA000143	S012472457.001	6" weld 45	200.48
05/24/2022	APA000203	S012503924.001	Pipes	56.44
Vendor 01222 - Buttes Pipe Total:				256.92
Vendor: 01266 - Cedar Creek Publishing				
05/24/2022	APA000204	220501_P1	Postage / Marketing	1,215.65
05/24/2022	APA000204	220510_P1	Postage / Marketing	1,174.99
05/24/2022	APA000204	220510_P2	Postage / Marketing	446.67
05/24/2022	APA000204	220510_P3	Postage / Marketing	480.70
05/24/2022	APA000204	220510_P4	Postage / Marketing	468.68
05/24/2022	APA000228	220516_P1	Postage / Marketing	747.17
Vendor 01266 - Cedar Creek Publishing Total:				4,533.86
Vendor: 01285 - Chico Immediate Care				
05/03/2022	DFT0005199	976K23200	DOT	200.00
Vendor 01285 - Chico Immediate Care Total:				200.00
Vendor: 03157 - Clarity HR Consulting				
05/23/2022	DFT0005238	1365	Monthly retainer	725.00
Vendor 03157 - Clarity HR Consulting Total:				725.00
Vendor: 03065 - Comcast Business				
05/06/2022	DFT0005209	142798855	Internet 6332 Clark	851.43
Vendor 03065 - Comcast Business Total:				851.43
Vendor: 01320 - Comcast				
05/03/2022	12	2022-04-24	Internet	773.49
Vendor 01320 - Comcast Total:				773.49
Vendor: 02905 - COMP, Inc.				
05/02/2022	APA000144	00035070 -00	Pre-employment screening	1,320.00
Vendor 02905 - COMP, Inc. Total:				1,320.00
Vendor: 03216 - Consulting Advantage Inc				
05/02/2022	APA000145	2022	Class A	4,200.00
Vendor 03216 - Consulting Advantage Inc Total:				4,200.00
Vendor: 01472 - Dept. of Water Resources				
05/25/2022	57673	391I-PID	Spillway repairs	7,650.00
Vendor 01472 - Dept. of Water Resources Total:				7,650.00
Vendor: 02120 - Durham Pentz Truck Center				
05/16/2022	APA000189	106218	Vehicle repair	523.23

Expense Approval Report

Payment Dates: 5/1/2022 - 5/31/2022

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
05/24/2022	APA000205	P82590	Repair parts	113.86
Vendor 02120 - Durham Pentz Truck Center Total:				637.09
Vendor: 02888 - Elecsys International Corporation				
05/16/2022	APA000186	SIP-E154780	Misc. supplies	10.00
05/24/2022	APA000229	SIP-E156390	Misc. supplies	10.00
Vendor 02888 - Elecsys International Corporation Total:				20.00
Vendor: 01489 - Ellis Art and Engineering Supplies				
05/02/2022	APA000146	209060	48" lath	265.77
Vendor 01489 - Ellis Art and Engineering Supplies Total:				265.77
Vendor: 01496 - Employee Relations				
05/24/2022	APA000206	92742	Pre-employment	65.02
Vendor 01496 - Employee Relations Total:				65.02
Vendor: 01480 - Employment Development Dept.				
05/02/2022	DFT0005191	INV0006353	State Income Tax Withholding	4,488.39
05/02/2022	DFT0005194	INV0006356	State Disability Withholding	1,265.46
05/16/2022	DFT0005217	INV0006367	State Income Tax Withholding	4,287.62
05/16/2022	DFT0005220	INV0006370	State Disability Withholding	1,267.06
05/23/2022	DFT0005230	INV0006376	State Income Tax Withholding	774.75
05/23/2022	DFT0005233	INV0006379	State Disability Withholding	420.02
05/27/2022	DFT0005245	INV0006384	State Income Tax Withholding	10.39
05/27/2022	DFT0005248	INV0006387	State Disability Withholding	10.34
05/30/2022	DFT0005259	INV0006398	State Income Tax Withholding	4,636.51
05/30/2022	DFT0005262	INV0006401	State Disability Withholding	1,300.63
Vendor 01480 - Employment Development Dept. Total:				18,461.17
Vendor: 01521 - Fastenal Co				
05/24/2022	APA000207	CACHC113756	Supplies #43023	311.00
Vendor 01521 - Fastenal Co Total:				311.00
Vendor: 01527 - Ferguson Enterprises, Inc				
05/02/2022	APA000147	1704326	B16 Box - Concrete	4,085.88
05/02/2022	APA000147	1706973	B16 Box - Concrete	2,723.92
05/02/2022	APA000147	1707682	Coupling - Brass - 1'	269.38
05/02/2022	APA000147	1707682	90 - Brass - 1'	342.11
05/02/2022	APA000147	1707682	45 - Brass - 2'	606.09
05/02/2022	APA000147	1707682	Nipple - Brass - 2' X 6'	619.56
05/02/2022	APA000147	1707682	Plug - Brass - 2'	255.91
05/02/2022	APA000147	1707682	Plug - Brass - 1'	175.09
05/02/2022	APA000147	1707682	Nipple - Brass - 1' x 4'	175.09
05/02/2022	APA000147	1707682	Plug - Brass - 1 1/2'	161.63
05/02/2022	APA000147	1707682	90 - Brass - 2'	484.88
05/02/2022	APA000147	1707682	Nipple - Brass - 1' x 3'	141.42
05/02/2022	APA000147	1707682	Nipple - Brass - 2' x 4'	424.27
05/02/2022	APA000147	1707682	Plug - Brass - 3/4'	134.69
05/02/2022	APA000147	1706973-1	B16 Box - Concrete	1,361.96
05/02/2022	APA000147	17007612	Valve Gate - Brass - 1"	808.13
05/02/2022	APA000147	17007612	Valve Gate - Brass - 1 1/4"	754.25
05/02/2022	APA000147	17007612	Valve Gate - Brass - 1 1/2"	862.00
05/02/2022	APA000147	17007612	Valve Gate - Brass - 2"	1,508.50
05/02/2022	APA000147	1702597	FC Tap Clamp 4' x 12' x 2' 3.95-4...	4,633.25
05/24/2022	APA000208	1707587	FC Clamp 12' x 7 1/2' 11.85-12....	1,352.80
05/02/2022	APA000147	1707599	Corp Stop - Service Brass - 3/4'...	1,239.13
05/02/2022	APA000147	1687910-1	PO: 2579	737.01
05/24/2022	APA000208	1710019	3 x 2 galv. bushing	52.80
05/24/2022	APA000208	1710019	2" close galv. nipple	35.02
05/24/2022	APA000208	1711485	Grip Ring Restraint Kit - CI - 4'	297.39
05/24/2022	APA000208	1707587-1	FC Clamp 12' x 7 1/2' 11.85-12....	2,292.92
05/24/2022	APA000208	1710019-1	2" close galv. nipple	35.02
05/24/2022	APA000208	1710019-1	3 x 2 galv. bushing	211.19

Expense Approval Report

Payment Dates: 5/1/2022 - 5/31/2022

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
05/24/2022	APA000208	1711485-1	Grip Ring Restraint Kit - CI - 4'	594.78
Vendor 01527 - Ferguson Enterprises, Inc Total:				27,376.07
Vendor: 01528 - FGL Environmental				
05/02/2022	APA000148	271760A	Job#18F-1 - Water Sampling	25.00
05/16/2022	APA000190	272625A	Job#18F-1 - Water Sampling	92.00
05/24/2022	APA000209	272665A	Job#18F-1 - Water Sampling	25.00
05/24/2022	APA000209	272822A	Job#18F-1 - Water Sampling	23.00
05/24/2022	APA000209	272826A	Job#18F-1 - Water Sampling	92.00
05/24/2022	APA000230	273110A	Job#18F-1 - Water Sampling	54.00
Vendor 01528 - FGL Environmental Total:				311.00
Vendor: 02945 - Fiserv Solutions, LLC				
05/02/2022	APA000149	90002867	Bank charges	12.20
05/06/2022	APA000177	90013260	Bank charges	10.55
Vendor 02945 - Fiserv Solutions, LLC Total:				22.75
Vendor: 01587 - Genterra Consultants, Inc.				
05/02/2022	APA000150	25133	Magalia Dam	5,304.00
05/02/2022	APA000150	25134	Magalia Dam	11,595.00
05/24/2022	APA000210	25151	Magalia Dam	600.00
Vendor 01587 - Genterra Consultants, Inc. Total:				17,499.00
Vendor: 03200 - Gregg Allen Mowers				
05/02/2022	APA000151	PID001	Realtor	800.00
Vendor 03200 - Gregg Allen Mowers Total:				800.00
Vendor: 01688 - Home Depot Credit Services				
05/02/2022	APA000152	66090106765	Clamps & couplings	176.17
05/24/2022	APA000211	2022-04-28 (1)	Job 43085	347.43
05/24/2022	APA000211	2022-04-28 (2)	Job 43085	267.05
Vendor 01688 - Home Depot Credit Services Total:				790.65
Vendor: 01705 - Hunt & Sons, Inc.				
05/02/2022	APA000153	363527	214gals. unleaded gasoline	1,038.80
05/02/2022	APA000153	372323	250gals. dyed diesel	1,321.47
05/24/2022	APA000212	367470	240gals. unleaded gasoline	1,197.99
05/24/2022	APA000231	388263	300gals. unleaded gasoline	1,633.32
Vendor 01705 - Hunt & Sons, Inc. Total:				5,191.58
Vendor: 01713 - I.B.E.W. Local Union 1245				
05/02/2022	APA000154	INV0006351	Union Dues	784.11
05/02/2022	APA000154	INV0006351	Union Dues	-40.00
05/16/2022	APA000191	INV0006365	Union Dues	-46.00
05/16/2022	APA000191	INV0006365	Union Dues	909.87
05/31/2022	APA000240	INV0006396	Union Dues	-52.00
05/31/2022	APA000240	INV0006396	Union Dues	1,039.05
Vendor 01713 - I.B.E.W. Local Union 1245 Total:				2,595.03
Vendor: 01716 - ICMA Retirement Trust-401				
05/13/2022	DFT0005212	INV0006360	Retirement - 401(a) Match	2,316.42
05/20/2022	DFT0005226	INV0006372	Retirement - 401(a) Match	934.63
05/24/2022	DFT0005242	INV0006381	Retirement - 401(a) Match	25.87
05/27/2022	DFT0005254	INV0006391	Retirement - 401(a) Match	2,121.60
Vendor 01716 - ICMA Retirement Trust-401 Total:				5,398.52
Vendor: 01715 - ICMA Retirement Trust-457				
05/13/2022	DFT0005213	INV0006361	Retirement Trust - 457	2,316.42
05/13/2022	DFT0005214	INV0006362	Deferred Comp 457	7,855.16
05/13/2022	DFT0005215	INV0006363	Retirement Trust - 457	1,342.11
05/13/2022	DFT0005216	INV0006364	Retirement Trust - 457	892.28
05/20/2022	DFT0005227	INV0006373	Retirement Trust - 457	934.63
05/20/2022	DFT0005228	INV0006374	Deferred Comp 457	3,044.22
05/20/2022	DFT0005229	INV0006375	Retirement Trust - 457	663.60
05/24/2022	DFT0005243	INV0006382	Retirement Trust - 457	25.87
05/24/2022	DFT0005244	INV0006383	Deferred Comp 457	77.61

Expense Approval Report

Payment Dates: 5/1/2022 - 5/31/2022

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
05/27/2022	DFT0005255	INV0006392	Retirement Trust - 457	2,121.60
05/27/2022	DFT0005256	INV0006393	Deferred Comp 457	7,360.49
05/27/2022	DFT0005257	INV0006394	Retirement Trust - 457	1,509.52
05/27/2022	DFT0005258	INV0006395	Retirement Trust - 457	892.28
Vendor 01715 - ICMA Retirement Trust-457 Total:				29,035.79
Vendor: 01720 - Inland Business Systems				
05/06/2022	APA000178	IN2612721	Office supplies	31.88
05/24/2022	APA000213	IN2679447	Office supplies	8.78
Vendor 01720 - Inland Business Systems Total:				40.66
Vendor: 01731 - Internal Revenue Service				
05/02/2022	DFT0005192	INV0006354	FICA Withholding	14,265.02
05/02/2022	DFT0005193	INV0006355	Fed Withholding	12,572.61
05/02/2022	DFT0005195	INV0006357	Medicare Withholding	3,336.14
05/16/2022	DFT0005218	INV0006368	FICA Withholding	14,233.12
05/16/2022	DFT0005219	INV0006369	Fed Withholding	12,096.16
05/16/2022	DFT0005221	INV0006371	Medicare Withholding	3,328.70
05/23/2022	DFT0005231	INV0006377	FICA Withholding	4,734.80
05/23/2022	DFT0005232	INV0006378	Fed Withholding	2,937.68
05/23/2022	DFT0005234	INV0006380	Medicare Withholding	1,107.36
05/27/2022	DFT0005246	INV0006385	FICA Withholding	116.56
05/27/2022	DFT0005247	INV0006386	Fed Withholding	72.39
05/27/2022	DFT0005249	INV0006388	Medicare Withholding	27.26
05/30/2022	DFT0005260	INV0006399	FICA Withholding	14,673.44
05/30/2022	DFT0005261	INV0006400	Fed Withholding	12,896.99
05/30/2022	DFT0005263	INV0006402	Medicare Withholding	3,431.72
Vendor 01731 - Internal Revenue Service Total:				99,829.95
Vendor: 03057 - International Brotherhood of 137 TCWH				
05/02/2022	APA000155	INV0006352	Union Dues Teamsters	224.31
05/16/2022	APA000192	INV0006366	Union Dues Teamsters	267.69
05/31/2022	APA000241	INV0006397	Union Dues Teamsters	267.69
Vendor 03057 - International Brotherhood of 137 TCWH Total:				759.69
Vendor: 01729 - Interstate Batteries of the Rogue River				
05/02/2022	APA000156	92001696	Repairs	260.22
05/16/2022	APA000193	92001755	Batteries	198.02
Vendor 01729 - Interstate Batteries of the Rogue River Total:				458.24
Vendor: 01722 - isolved, Inc.				
05/24/2022	APA000214	I117610142	Plan admin.	84.00
05/02/2022	APA000157	I119001762	Plan admin.	84.00
05/24/2022	APA000214	I119705052	Plan admin.	84.00
Vendor 01722 - isolved, Inc. Total:				252.00
Vendor: 01741 - JC's Maintenance				
05/24/2022	APA000215	589448	Repairs	450.00
Vendor 01741 - JC's Maintenance Total:				450.00
Vendor: 01790 - Knife River Construction				
05/06/2022	APA000179	271097	Materials	843.73
Vendor 01790 - Knife River Construction Total:				843.73
Vendor: 01828 - Les Schwab Tire Center				
05/06/2022	APA000180	60700365830	Tires	1,140.03
Vendor 01828 - Les Schwab Tire Center Total:				1,140.03
Vendor: 03217 - Magneson Tractor Service				
05/06/2022	57662	FH220413	Hydrant meter refund	460.44
05/06/2022	57662	FH220413	Hydrant meter refund	-1,379.16
05/06/2022	57662	FH220413	Hydrant meter refund	1,000.00
Vendor 03217 - Magneson Tractor Service Total:				81.28
Vendor: 03149 - Maintenance Plus				
05/02/2022	APA000158	63995	Service repairs	3,026.00
Vendor 03149 - Maintenance Plus Total:				3,026.00

Expense Approval Report

Payment Dates: 5/1/2022 - 5/31/2022

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
Vendor: 03132 - Mark Baker				
05/02/2022	APA000159	42622	Landscape maintenance	247.50
05/02/2022	APA000159	42622	Landscape maintenance	247.50
Vendor 03132 - Mark Baker Total:				495.00
Vendor: 01905 - Minasian, Meith, Soares, Sexton & Cooper, LLP				
05/06/2022	57663	132305	BRG Consulting - PG&E	47,263.50
Vendor 01905 - Minasian, Meith, Soares, Sexton & Cooper, LLP Total:				47,263.50
Vendor: 03045 - N.C.G.T. SECURITY FUND				
05/25/2022	1269	2022-05	May 2022 Health	13,124.00
05/25/2022	1269	2022-06	June 2022 Health	13,124.00
Vendor 03045 - N.C.G.T. SECURITY FUND Total:				26,248.00
Vendor: 01742 - Nelson's Building Maintenance, Inc.				
05/02/2022	APA000160	767596	Janitorial supplies	304.12
05/02/2022	APA000160	767803	Janitorial supplies	68.34
05/16/2022	APA000194	767803.1	Janitorial supplies	68.34
Vendor 01742 - Nelson's Building Maintenance, Inc. Total:				440.80
Vendor: 01977 - North Valley Barricade				
05/24/2022	APA000216	1292	Safety supplies	971.40
05/24/2022	APA000216	1293	Safety supplies	240.24
Vendor 01977 - North Valley Barricade Total:				1,211.64
Vendor: 01980 - Northern Recycling & Waste Svcs				
05/06/2022	DFT0005207	44652	Garbage	550.85
05/06/2022	DFT0005207	44652	Garbage	167.09
05/06/2022	DFT0005207	44652	Garbage	59.09
05/23/2022	DFT0005239	2022-05	Garbage	111.71
05/23/2022	DFT0005239	2022-05	Garbage	177.09
Vendor 01980 - Northern Recycling & Waste Svcs Total:				1,065.83
Vendor: 01950 - Northstate Aggregate, Inc.				
05/06/2022	APA000181	150221	Sand / gravel	956.00
05/06/2022	APA000181	155480	Sand / gravel	553.15
Vendor 01950 - Northstate Aggregate, Inc. Total:				1,509.15
Vendor: 01995 - Office Depot				
05/02/2022	APA000161	238019208001	Office supplies	106.63
05/02/2022	APA000161	238049921001	Office supplies	12.06
05/02/2022	APA000161	238050708001	Office supplies	53.23
05/24/2022	APA000217	2.41852E+11	Office supplies	115.52
05/24/2022	APA000232	2.44469E+11	Office supplies	58.17
Vendor 01995 - Office Depot Total:				345.61
Vendor: 01538 - O'Reilly Auto Parts				
05/02/2022	APA000162	3534-444001	Supplies	88.95
05/02/2022	APA000162	3534-444715	Repair parts	175.87
05/02/2022	APA000162	3534-444721	Repair parts	9.97
05/06/2022	APA000182	3534-445233	Safety gloves	64.63
05/16/2022	APA000195	3534-445552	Repair parts	429.33
05/16/2022	APA000195	3534-445586	Supplies	16.87
05/16/2022	APA000195	3534-445980	Repair parts	74.86
05/16/2022	APA000195	3534-445984	Supplies	20.95
Vendor 01538 - O'Reilly Auto Parts Total:				881.43
Vendor: 03187 - Pace Analytical Services LLC				
05/02/2022	APA000163	B445249	Water testing	390.00
05/02/2022	APA000163	B445250	Water testing	65.00
05/02/2022	APA000163	B445252	Water testing	1,000.00
05/02/2022	APA000163	B445431	Water testing	585.00
05/02/2022	APA000163	B445851	Water testing	935.00
05/06/2022	APA000183	B446389	Water testing	455.00
05/06/2022	APA000183	B446390	Water testing	545.00
05/16/2022	APA000196	B447032	Water testing	520.00

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Payment Dates: 5/1/2022 - 5/31/2022

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
05/16/2022	APA000196	B447033	Water testing	545.00
05/24/2022	APA000218	B447732	Water testing	1,130.00
05/24/2022	APA000218	B448447	Water testing	130.00
05/24/2022	APA000218	B448448	Water testing	415.00
05/24/2022	APA000218	B448523	Water testing	610.00
05/24/2022	APA000218	B448673	Water testing	1,065.00
05/24/2022	APA000218	B448729	Water testing	650.00
05/24/2022	APA000218	B448730	Water testing	350.00
05/24/2022	APA000233	B449345	Water testing	740.00
05/24/2022	APA000233	B449347	Water testing	1,065.00
Vendor 03187 - Pace Analytical Services LLC Total:				11,195.00

Vendor: 02030 - Pace Supply

05/03/2022	DFT0005200	297598301	PO: 2610	63.44
05/03/2022	DFT0005200	87597949	PO: 2610	971.97
05/03/2022	DFT0005200	087597949-1	PO: 2610	302.84
05/16/2022	DFT0005225	297601958	1" ball valve	145.75
05/03/2022	DFT0005200	297606269	1/2" monster tef tape	249.52
05/03/2022	DFT0005200	087605374	1 x 6 brass nipple	163.39
05/03/2022	DFT0005200	087605374	1" brass ball valve	1,420.54
05/16/2022	DFT0005224	087605374-1	brass for backflows	989.95
05/16/2022	DFT0005224	087605374-1	1" x close brass nipple	1,024.70
05/16/2022	DFT0005224	087605374-1	1" x 18" brass nipple	3,362.88
05/16/2022	DFT0005224	087605374-1	1" x 24" brass nipple	4,483.48
05/16/2022	DFT0005224	087605374-2	1" brass union	31.01
05/16/2022	DFT0005224	087605374-2	brass for backflows	34.59
05/03/2022	DFT0005200	067640371	FC Clamp 12' x 12 1/2' 11.85-12...	947.99
05/03/2022	DFT0005200	067640371	FC Clamp 12' x 7 1/2' 11.85-12....	402.49
05/16/2022	DFT0005225	087536249-1	Nipple - Galv - 2' x 7'	14.65
05/03/2022	DFT0005200	087605374-3	1" brass st ell	1,933.04
05/03/2022	DFT0005200	087605374-3	1" brass union	3,070.03
05/03/2022	DFT0005200	087605374-4	1 x 6 brass nipple	171.59
05/03/2022	DFT0005200	087605374-4	1" brass 90	1,348.92
05/03/2022	DFT0005200	297620932	Valve Ball -Brass - 1"	951.38
05/03/2022	DFT0005200	087132035	6 x 6 hydrant riser	799.51
05/16/2022	DFT0005225	087635247	1-1/2" inserts	1,116.29
05/16/2022	DFT0005225	087635247	2" inserts	1,948.11
05/16/2022	DFT0005225	087635247	1" inserts	568.92
05/16/2022	DFT0005225	087635247	3/4" inserts	265.07
05/16/2022	DFT0005225	087635247	1-1/4" inserts	230.59
Vendor 02030 - Pace Supply Total:				27,012.64

Vendor: 01037 - Paradise Police Dept.

05/02/2022	APA000164	INV-22-3287450	False Alarm	68.36
05/24/2022	APA000234	INV-22-3300130	Permit 2023	28.00
Vendor 01037 - Paradise Police Dept. Total:				96.36

Vendor: 02070 - Peterson

05/02/2022	APA000165	PC010214607	Repair parts	1,519.05
05/02/2022	APA000165	PC010214785	Repair parts	25.72
Vendor 02070 - Peterson Total:				1,544.77

Vendor: 02091 - Pitney Bowes

05/02/2022	APA000166	44661	Postage	630.73
Vendor 02091 - Pitney Bowes Total:				630.73

Vendor: 03048 - Plan B Professional Answering Service

05/16/2022	APA000197	2022-05	Answering service	155.80
Vendor 03048 - Plan B Professional Answering Service Total:				155.80

Vendor: 02139 - Questys Solutions

05/24/2022	APA000235	QSIMN0000268	Annual software agreement	4,966.95
Vendor 02139 - Questys Solutions Total:				4,966.95

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Payment Dates: 5/1/2022 - 5/31/2022

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
Vendor: 03096 - Rankin Stock Heaberlin Oneal				
05/24/2022	APA000219	405946	Neil Essila	20.50
Vendor 03096 - Rankin Stock Heaberlin Oneal Total:				20.50
Vendor: 03167 - RCI General Engineering				
05/06/2022	57665	2022-02	5% retention	-52,169.41
05/06/2022	57665	2022-02	Invoiced	1,043,388.17
Vendor 03167 - RCI General Engineering Total:				991,218.76
Vendor: 03086 - RDO Equipment Co.				
05/24/2022	APA000236	P8629776	Repair parts	2,202.02
05/24/2022	APA000236	P8659176	Repair parts	162.09
05/24/2022	APA000236	P8676076	Repair parts	898.60
Vendor 03086 - RDO Equipment Co. Total:				3,262.71
Vendor: 03070 - Reed Smith LLP				
05/24/2022	APA000220	3498825	PG&E Bankruptcy	17,570.00
Vendor 03070 - Reed Smith LLP Total:				17,570.00
Vendor: 01631 - Rental Guys				
05/02/2022	APA000167	878993-6	Rental equipment	339.41
Vendor 01631 - Rental Guys Total:				339.41
Vendor: 02057 - Riebes Auto Parts				
05/02/2022	APA000168	5356-105499	Chemical	9.54
05/02/2022	APA000168	5356-106368	Parts & Supplies	20.89
Vendor 02057 - Riebes Auto Parts Total:				30.43
Vendor: 03210 - Spatial Networks, Inc.				
05/23/2022	DFT0005240	7E7049A6-0025	Fulcum	25.02
Vendor 03210 - Spatial Networks, Inc. Total:				25.02
Vendor: 02292 - Standard Insurance Company				
05/06/2022	57666	2022-05	Long Term Disability	1,407.32
Vendor 02292 - Standard Insurance Company Total:				1,407.32
Vendor: 03061 - Sterling Health Services, Inc DBA				
05/13/2022	DFT0005211	INV0006359	HSA Contribution	167.30
05/27/2022	DFT0005253	INV0006390	HSA Contribution	167.30
Vendor 03061 - Sterling Health Services, Inc DBA Total:				334.60
Vendor: 03214 - Sutter Buttes Rubber Company LLC				
05/23/2022	DFT0005241	10240	Gasket	72.39
Vendor 03214 - Sutter Buttes Rubber Company LLC Total:				72.39
Vendor: 02808 - The UPS Store				
05/24/2022	APA000221	44684	Postage	13.28
Vendor 02808 - The UPS Store Total:				13.28
Vendor: 02362 - Thomas Ace Hardware				
05/02/2022	APA000169	176374	Supplies	2.11
05/02/2022	APA000169	176525	Supplies	124.00
05/02/2022	APA000169	176583	Supplies #43067	38.66
05/02/2022	APA000169	176638	Supplies #430676	17.44
05/02/2022	APA000169	176677	Supplies	25.19
05/02/2022	APA000169	176687	Supplies	17.02
05/02/2022	APA000169	176696	Supplies	27.90
05/02/2022	APA000169	176706	Supplies	2.09
05/02/2022	APA000169	176776	Supplies	13.99
05/02/2022	APA000169	176784	Supplies	21.42
05/02/2022	APA000169	176814	Supplies	55.03
05/02/2022	APA000169	176835	Supplies	76.75
05/02/2022	APA000169	177187	Supplies	21.69
05/02/2022	APA000169	177241	Supplies	12.24
05/02/2022	APA000169	177306	Supplies	65.06
05/02/2022	APA000169	177322	Supplies	67.29
05/24/2022	APA000222	177356	Supplies	9.96
05/02/2022	APA000169	177414	Supplies	5.16

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Payment Dates: 5/1/2022 - 5/31/2022

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
05/02/2022	APA000169	177554	Supplies	91.52
05/02/2022	APA000169	177571	Supplies	40.02
05/02/2022	APA000169	177666	Supplies	43.49
05/06/2022	APA000184	177724	Supplies	39.71
05/02/2022	APA000169	177761	Supplies	0.74
05/02/2022	APA000169	177843	Supplies	17.44
05/02/2022	APA000169	177902	Supplies	109.06
05/02/2022	APA000169	177941	Supplies	16.32
05/02/2022	APA000169	178072	Supplies	142.32
05/06/2022	APA000184	178096	Supplies	45.23
05/24/2022	APA000222	178149	Supplies	60.00
05/02/2022	APA000169	178176	Supplies	230.76
05/02/2022	APA000169	178241	Supplies	30.34
05/02/2022	APA000169	178389	Supplies	45.71
05/24/2022	APA000222	178391	Supplies	31.44
05/06/2022	APA000184	178404	Supplies	89.97
05/06/2022	APA000184	178406	Supplies	3.11
05/06/2022	APA000184	178411	Pond pump	322.30
05/06/2022	APA000184	178497	Supplies	7.59
05/06/2022	APA000184	178542	Supplies	7.79
05/24/2022	APA000222	178713	Supplies	18.32
05/24/2022	APA000222	178850	Supplies	16.15
05/24/2022	APA000222	179232	Supplies	49.75
05/24/2022	APA000222	179303	Supplies	102.28
05/24/2022	APA000222	179344	Supplies	92.84
05/24/2022	APA000222	179369	Supplies	64.87
05/24/2022	APA000222	180001	Supplies	27.15
Vendor 02362 - Thomas Ace Hardware Total:				2,349.22
Vendor: 03013 - Total Compensation Systems, Inc				
05/24/2022	APA000237	44743	Actuary	4,200.00
05/24/2022	APA000237	44743	Actuary	-420.00
Vendor 03013 - Total Compensation Systems, Inc Total:				3,780.00
Vendor: 02394 - Tyler Technologies, Inc.				
05/02/2022	APA000170	025-377159	Training	150.00
05/02/2022	APA000170	025-377164	Training	150.00
05/24/2022	APA000238	025-380247	Training	150.00
Vendor 02394 - Tyler Technologies, Inc. Total:				450.00
Vendor: 02692 - United Rentals, Inc				
05/02/2022	APA000171	205232326-001	Office equipment rental	484.85
Vendor 02692 - United Rentals, Inc Total:				484.85
Vendor: 02686 - USA Blue Book				
05/02/2022	APA000172	933990	Chemicals	909.16
05/02/2022	APA000172	939289	Chemicals	151.53
05/02/2022	APA000172	943878	Chemicals	32.97
05/02/2022	APA000172	951083	Chemical test	92.72
05/02/2022	APA000172	952476	Safety boots	595.94
05/24/2022	APA000223	982391	Supplies	79.84
Vendor 02686 - USA Blue Book Total:				1,862.16
Vendor: 02877 - Valve Sealant Supply				
05/24/2022	APA000224	22000398	Flowserve 421 Sealant	311.40
Vendor 02877 - Valve Sealant Supply Total:				311.40
Vendor: 02703 - Verizon Wireless				
05/06/2022	DFT0005203	9904671384	Cell phones	2,239.69
05/06/2022	DFT0005203	9904671384	Cell phones	3,869.42
Vendor 02703 - Verizon Wireless Total:				6,109.11
Vendor: 02712 - VistaNet inc.				
05/02/2022	APA000173	19154	Network monitoring	239.00
05/06/2022	APA000185	19277	PC Computer	2,992.83

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Payment Dates: 5/1/2022 - 5/31/2022

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
05/06/2022	APA000185	19278	PC Computer	2,345.34
05/06/2022	APA000185	19279	Software security check	420.00
05/16/2022	APA000198	19300	Office server upgrade	3,269.71
05/24/2022	APA000225	19332	Tech service	239.00
05/24/2022	APA000225	19364	Tech Services	270.00
Vendor 02712 - VistaNet inc. Total:				9,775.88
Vendor: 02714 - Wagner & Bonsignore				
05/02/2022	APA000174	04-22-656	Water rights	236.25
Vendor 02714 - Wagner & Bonsignore Total:				236.25
Vendor: 03002 - Water Works Engineers				
05/02/2022	APA000175	12532	Engineering services	5,832.05
05/24/2022	APA000226	12640	Recovery	202,804.04
05/24/2022	APA000239	12674	Job#18F-1	3,240.28
Vendor 03002 - Water Works Engineers Total:				211,876.37
Vendor: 02867 - Zenner USA				
05/02/2022	APA000176	0066895-IN	1" res fire serv meter	13,504.67
05/02/2022	APA000176	0066895-IN	3/4 res fire serv meter	52,402.08
05/02/2022	APA000176	0066895-IN	1-1/2" res fire serv meter	3,153.84
05/02/2022	APA000176	0066834-IN	1" res fire serv meter	23,174.24
05/02/2022	APA000176	0066834-IN	lid lock and riser	1,842.53
05/02/2022	APA000176	0066834-IN	1-1/2" res fire serv meter	4,730.76
Vendor 02867 - Zenner USA Total:				98,808.12
Grand Total:				1,794,990.23



Mission Statement

We are dedicated to producing and delivering a safe, dependable supply of quality water in an efficient, cost-effective manner with service that meets or exceeds the expectation of our community.

Our water. Our future.
Paradise Irrigation District

Strategic Plan Progress Report-06/22

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		✓
<ul style="list-style-type: none"> The District has received 220 surveys as of 6/8/2022. 34 customers have volunteered to participate in future surveys or focus groups. Deadline for submission is June 20th. 				
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				

Operations

Objective: Enhance Operation Efficiencies

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.

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>				
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"> Staff is setting up online training solution. Department managers will be offering relevant courses to employees Continue annual training program through ACWA/JPIA Staff considering LinkedIn Learning for each admin / management employee. Cost approx. \$230 per year/per employee. 				
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 - May 2022

Service Requests

Row Labels	Sum of Count
Account Management	145
Activate Water w/Backflow	81
Backflow Maintenance	33
Construction Support	11
Disconnect	7
Field Customer Service	104
Field Maintenance	15
From Active to Ready-to-Serve	25
New Meter Order	1
No Water	9
Transfer Ownership	115
Water Quality	10
Grand Total	556

Increased from 443 service requests in April

Phone Activity

Phone Activity	April 2021	May 2022	Trend
Average calls per day	21.70	31.16	Increased
Average abandoned per day	.26	1.25	Increased
Average time abandon	1:59 min	2.51 min	Increased
Average time to handle	13 seconds	28 seconds	Increased

Payments Processed

Method Payment	April 2021	May 2022	Trend
Automated Phone System	137	101	Decreased
Customer Service Staff	1660	951	Decreased
Web Portal	1228	461	Decreased
Total	3025	1513	Decreased

PID Customer Service

October 01, 2021 – May 31, 2022

Customer Service Survey Results

Number of surveys sent to customers: 353

Number surveys returned: 57 (16.14%)

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?
4.52	4.59	4.38	4.50	3.91
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?
4.22	4.03	4.10	4.28	3.73

May Customer Comments

05/09/2022 ~ "Excellent customer service."

Customer Service - Improved Communication Processes Report

Updated 06/08/2022

- **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 has occurred 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**
 - **New this month:** On May 27th Customers with completed meter installs received a letter printed on blue paper (we're calling it the "blue letter") informing them of their estimated billing based on the last 30 days usage. The letter also informs them of when their first billing period begins and when to expect their first bill with billed water consumption. Customer service indicates they have received very few inquiries about the letter or complaints. Most callers are thankful for the information. Some customers who have multiple accounts have questioned why they are getting billed before their other accounts. Customer service staff has done an excellent job of explaining the process and have resolved all concerns without the need for escalation.
 - **New this month: In review with technology partner:** Office staff are working to revise the bi-monthly bill (**attached**) incorporating comments and suggestions from the community relations committee. We do not have an estimated timeframe for roll-out.
 - Office staff made changes to allow for a single cycle of billing effective May billing. Currently, customers receive bills on the 15th and the 20th. The change will consolidate bills for property owners with multiple accounts into a single billing and envelope. Bills will be mailed the 15th of each odd month and due the 15th of every even month. The pay period has also been improved. Customers now have 30 days to pay without penalty instead of 25.
 - 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.
 - 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.

- In May, approximately 840 customers received a backflow letter to meet the District's June 30th 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.
- **New this month:** Waterworks has developed a plan to notify customers of upcoming water interruptions that occur when RCI is installing their new meter /service lateral. Requires Board approval.

PARADISE IRRIGATION DISTRICT WATER STATEMENT

Account #: 00-00000-00
Service Dates: 7/1/2021 – 9/1/2021
Bill Date: 9/20/2021
Due Date: 10/14/2021

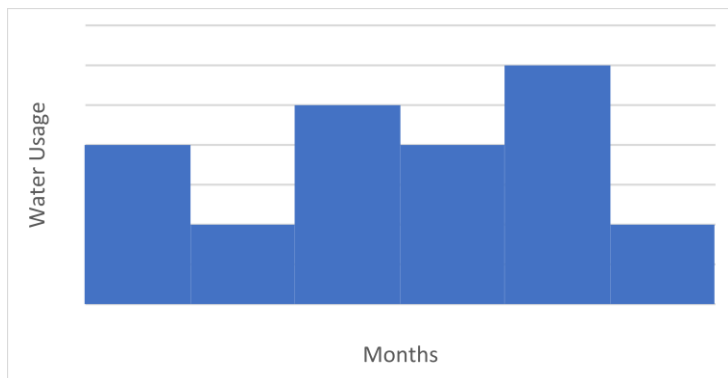

Water Service For:

First and Last Name(s)
Service Address
City/State/Zip

Rate Type: Ready-to-serve / Sealed

Download the Dropcountr app today for
water alerts now and to monitor
water use (once your meter is in)

Available for Android and Apple iOS devices.
Aim your phone camera here for the link to download!



Your Bill Summary:

Previous Statement Balance	\$ 0.00
Payment(s) Received Since Last Statement	(\$ 0.00)
Previous Unpaid Balance	\$ 0.00
Current Water Charges	\$ 0.00
# of units used at \$1.61 per unit (1 unit = 100 Cubic Feet = 748 gallons)	
Current Service Charge <service code>	\$ 0.00
Backflow Maintenance	\$ 0.00
Town Hydrant Fund	\$ 0.00
Late Penalty	\$ 0.00
TOTAL AMOUNT DUE	\$ 0.00
CREDIT BALANCE	(\$ 0.00)

(Blank space left for changing notices/facts/information)

Please return this portion with your payment. THANK YOU!



- ☐ Request for change of mailing address on reverse side.
- ☐ Opt-in to paperless billing. Please email my future bills to: _____

(Barcode)

Service Address	
123 Paradise Lane	
Account Number	00-00000-00
Amount Due	\$0.00
Due Date	10/14/2021

Amount Enclosed: \$ _____
(Thank You!)

First and Last Name(s)
Mailing Address
City/State/Zip

Paradise Irrigation District
6332 Clark Road
Paradise, CA 95969-4146

Billing Schedule

Billing Period	Billing Mailed/Emailed	Bill Due
January & February	March 20th	April 20 th
March & April	May 20 th	June 20 th
May & June	July 20 th	August 20 th
July & August	September 20 th	October 20 th
September & October	November 20 th	December 20 th
November & December	January 20 th	February 20th

Payment is due upon receipt and past due on the date specified on

your bill. If the account remains unpaid, collection action will proceed through discontinuance of services or lien of the property. Penalties and notice fees will be assessed when applicable.

How do I pay my bill?

Online: MyPIDBill.com (You'll need your account number and amount of past payment) Choose from QuickPay (No registration required), one-time payment, or set up automatic payment.

By Phone: 1(866)205-8706 (Make a payment or check your balance using our automated system)

Check or Money Order: Mail to 6332 Clark Road, Paradise, CA 95969

In Person: Visit 6332 Clark Road, Paradise, CA 95969 (Drop boxes available if outside of open hours)

Service Charge Types

Ready-to-serve / Sealed (*SLD): \$21.49 per month (+ \$0.50 hydrant fee) Not intended for water use. If you need access to water please contact us to activate your meter. Unauthorized water use subject to penalties.

Active (RESID / BUS): \$42.98 per month (+ \$1.00 hydrant fee)

For more information on water rates and to view all business rate types, please visit pidwater.com/rates

Water Charges: \$1.61 per unit; a unit is 100 cubic feet /748 gallons

Contact Us!

Phone: (530) 877-4971

Email: custserv@paradisairrigation.com

Visit Us: 6332 Clark Road, Paradise, CA 95969

Fax: (530) 876-0483

Hours: Monday – Friday 9 a.m. – 4 p.m.

Website: pidwater.com

CHANGE OF MAILING ADDRESS REQUEST

Street Address: _____ City: _____ State: _____ Zip: _____

Current Phone: (____) _____

Current Email: _____

Owner Name (Print): _____ Sign: _____

**STAFF REPORT
FIELD OPERATIONS
May 2022**

TRANSMISSION & DISTRIBUTION

DAILY OPERATIONS

- PID crews have been taking care of leaks, emergencies, and maintenance issues.
- 21 scheduled main line and service line leaks repaired this month.
- Call Center received 85 after hour calls.
- Standby received 26 calls.
- 19 emergency calls due to contractors.
- Completed 2,425 USA tickets.

SERVICE LINE REPLACEMENT / WATER REQUEST

- 41 IWS Backflow devices installed.
- 46 Flow tests performed.
- 10 Service lines replaced.

CUSTOMER REIMBURSEMENT JOBS (by work order)

- Working on several new Meter Estimates.

PROJECTS

- Coordination continues with RCI and Water Works Engineering (WWE) to keep the Meter Installation and Service Lateral Replacement Project (MISLR) Project running smoothly.
- Crews have completed the District's portion of the Town's GAP project.
- Several employees are scheduled for the distribution operator exam.
- We have had some movement within the company, from distribution to the treatment plant.
- I am currently working on future plans for PID's vehicles.

SUMMARY

One employee recently obtained his Class A Driver's License after a lengthy seven-week class.

One employee has passed their D2 test. Three additional employees scheduled next month to take their D2 certification tests with the State of California.

The distribution employee selected for the Treatment Plant Operator vacancy has transitioned into this position.

Crews replaced and relocated four hydrants for the Town's GAP project.

We are exploring options to see if we can find a way to get rid of our Class A vehicles, but still haul equipment and material without disrupting field operations.

We are working towards implementing a vehicle replacement program.

With the Reservoir B Replacement Project gaining traction we are having to look for other places to store older vehicles, pipe and fittings, and a new dump site for our vac units.

STAFF REPORT
WATER TREATMENT PLANT
May 2022

WATER TREATMENT

- Production at the District's treatment plant for the month of May varied between 2.0 and 4.4 mgd, with the average day being 3.4 mgd.

- Compared to:

	<u>pre-fire May 2018</u>	<u>May 2020</u>	<u>May 2021</u>
Low	2.9	1.7	3.3
High	5.5	3.8	5.0
Avg.	4.5	3.0	4.4

- 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 cannot afford to have someone sick.
- Completed required monthly reporting to Department of Drinking Water and Regional Water Control Board. Wrapping up annual reports for 2021, Consumer Confidence Report (CCR) due in June.
- 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. PG&E has to install a dual meter head system at the treatment plant 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 the pole. PG&E restored service to the panel.

Staffing

- Austin Stack and Rebekah Sorensen started working at the Treatment Plant in early May. They are being trained in operating the plant and will begin working "shifts" in June (running the plant over 24 hr. periods).
- Still working on Filter 1A repairs, other small repairs have taken priority and the fact we don't have a day operator while the new operators are being trained.

MAGALIA/PARADISE DAMS

- Monthly monitoring of piezometers at Magalia and Paradise dams was performed and reported to our consultant.
- Annual surveying of the dams (for movement) was completed early May.

WATER QUALITY – DISTRIBUTION SYSTEM

- * Surveillance Monitoring of the distribution system (started September 2020) and will be wrapping up in the next couple of months. By the end of May, we had performed 1,743 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.

May 2022, WATER QUALITY

- Average daily production: 3.4 mgd
- Average effluent turbidity: 0.04 ntu
- Average raw water turbidity: 0.51 ntu

Water Levels (as of 5/31/2022)

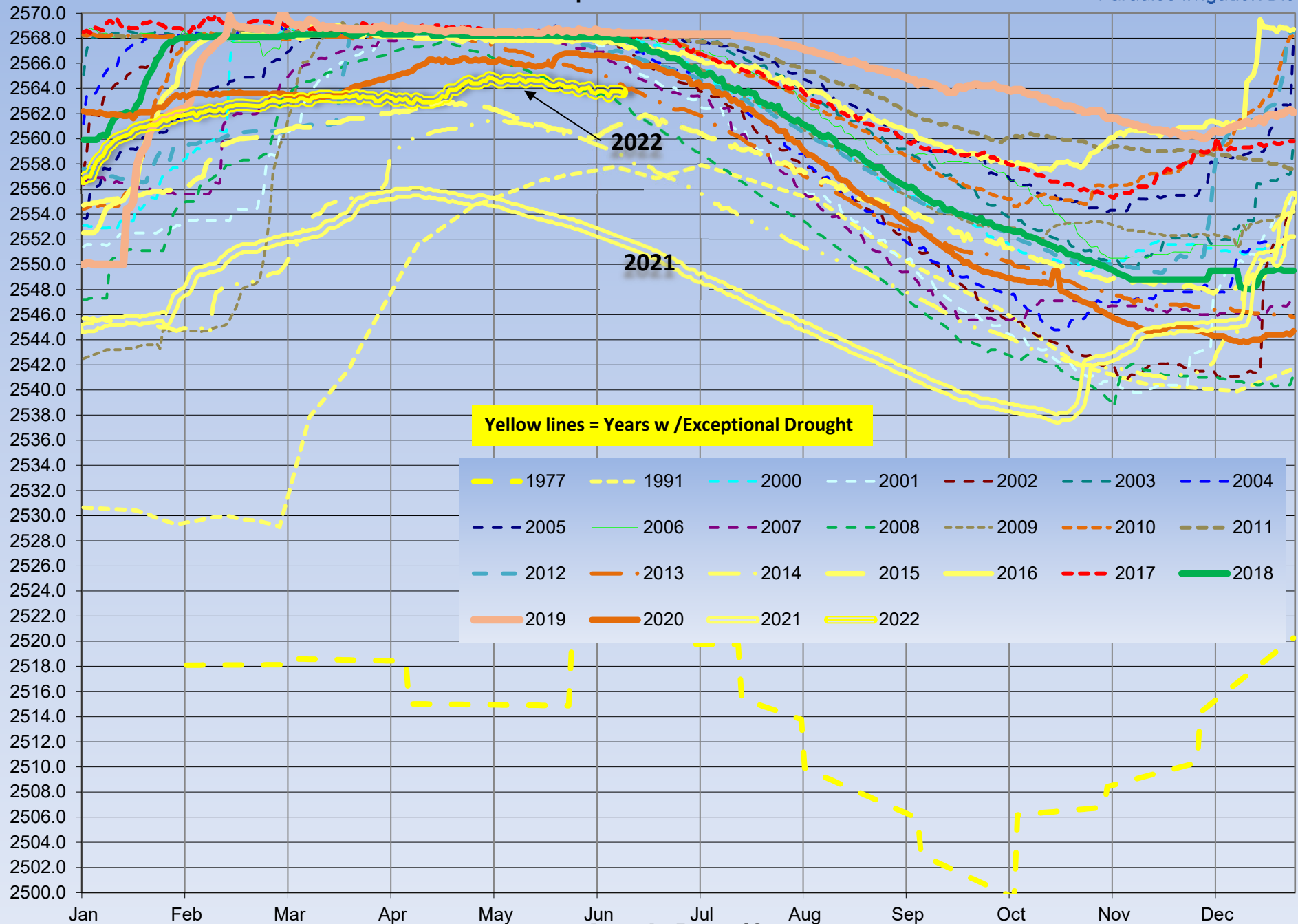
- Magalia Reservoir 2190.9
- Paradise Lake -4.5'
- Percentage of Water in Storage 88% of Total Available
- Rainfall for 2021/2022 rainfall year:

▪ 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	1.17"	0.65"
▪ June		
▪ July		
▪ August		
▪ September		
Total for 2021/2022 Rain Year	56.86"	50.92"
Average Rainfall	64.00"	65.20"

Paradise Lake Elevation
Updated 06/08/2022
Spill = 2568.1



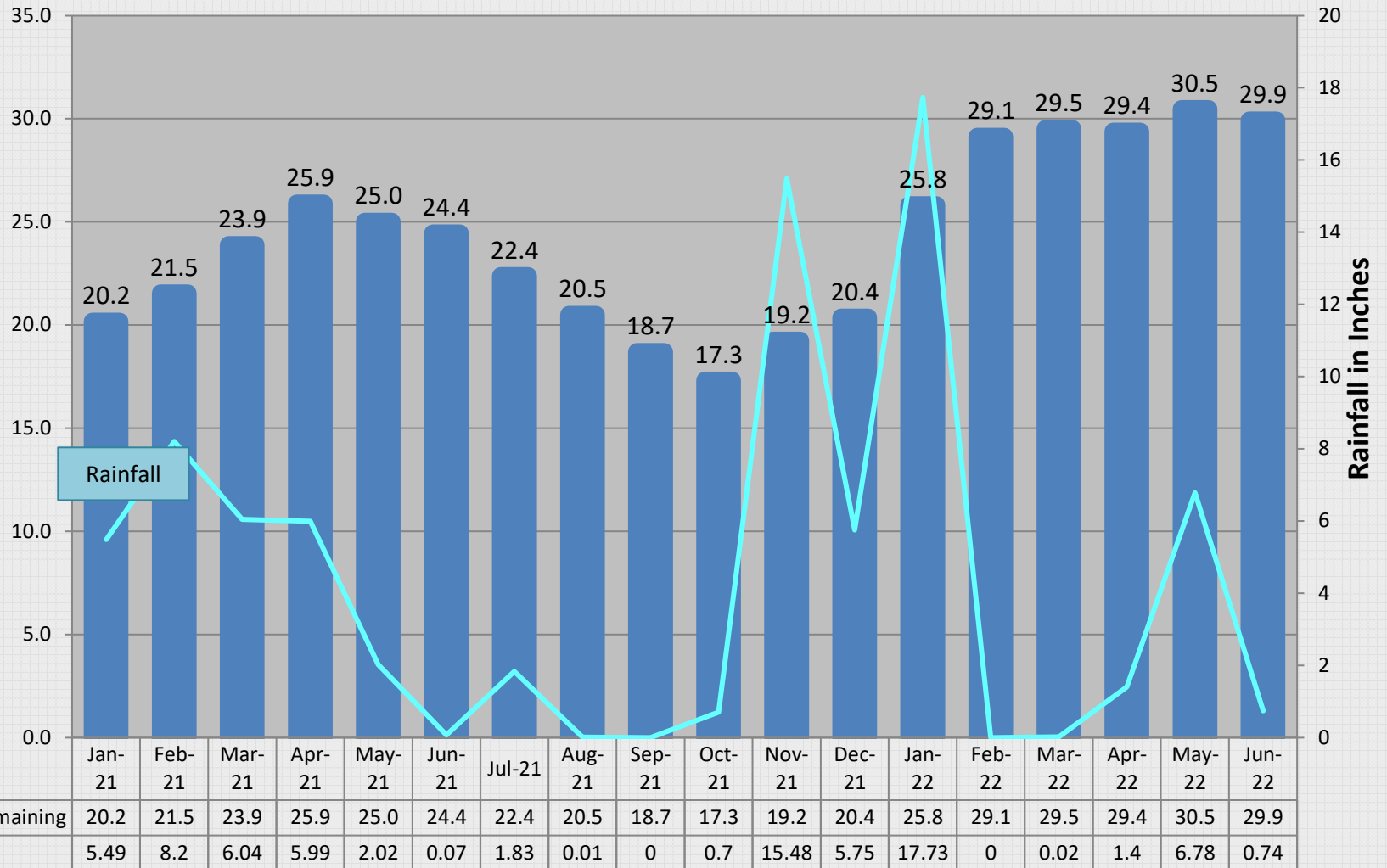
Our water.
Our future.
Paradise Irrigation District



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

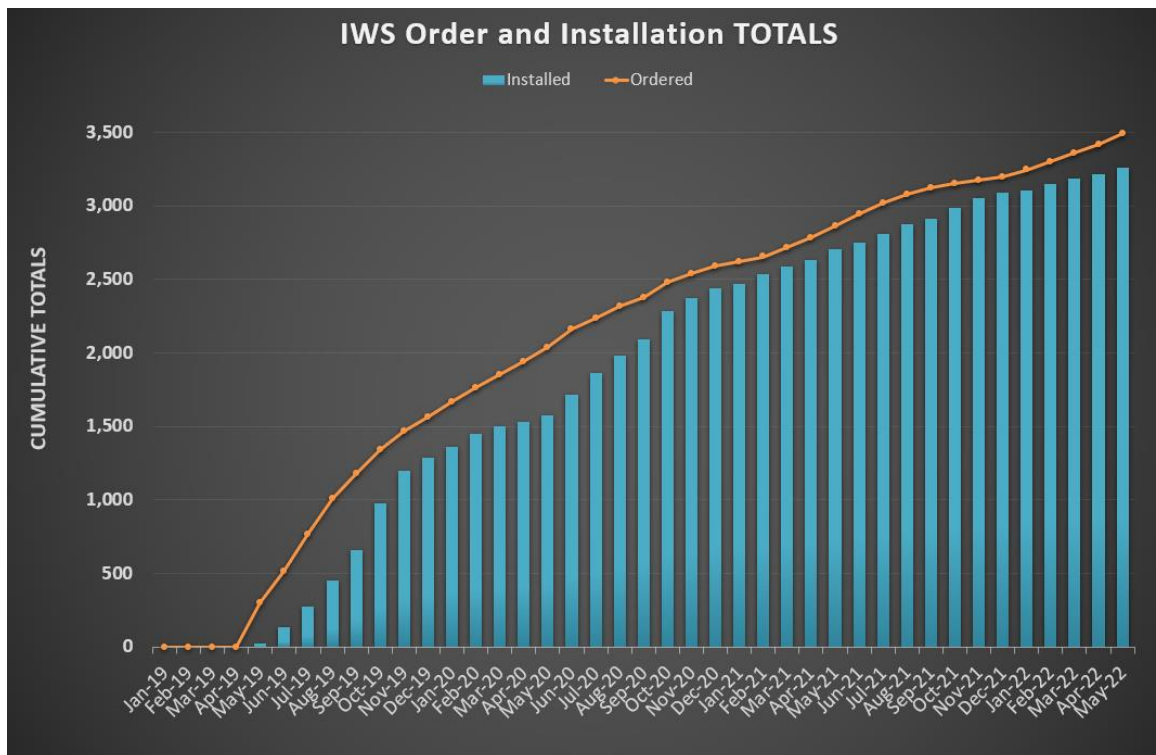
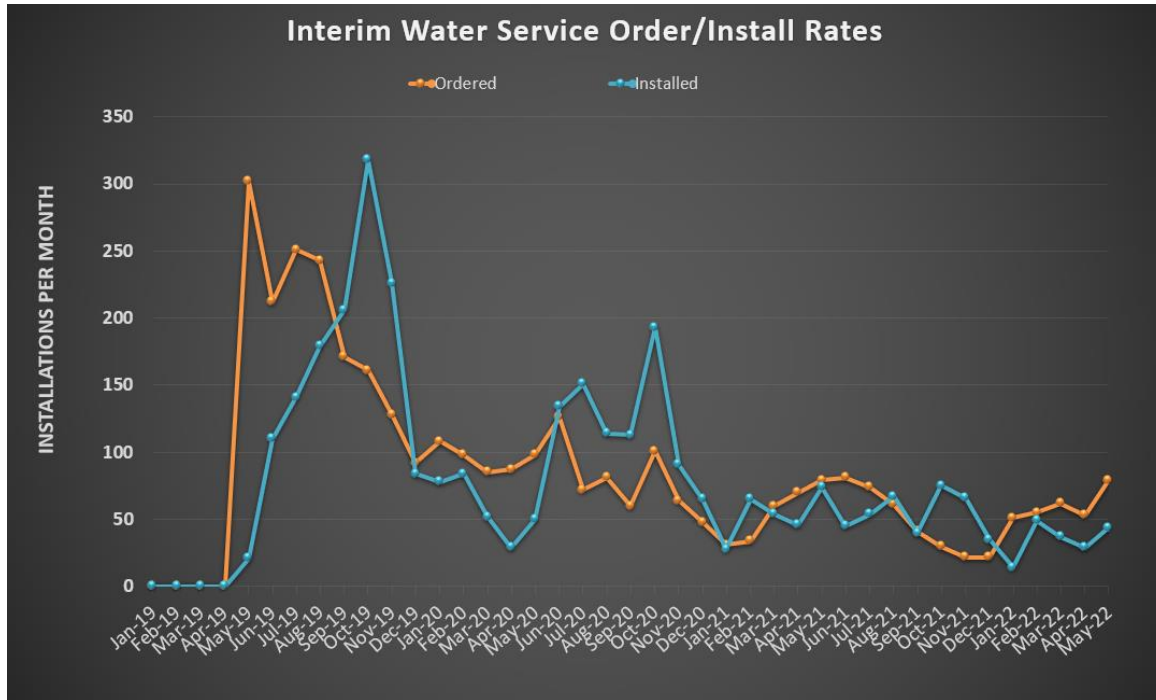
June 9, 2022

1. New intern Brandon Mortimer started on June 6th.
2. Multiple Design Review Requests completed for the Town of Paradise.
3. 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.
4. The Town of Paradise has given a date for the proposed start of their on-system road work. I am coordinating with Water Works Engineers (WWE) to get customers with requests for water that need a service lateral replacement completed before the start of construction on those sections of road.
5. Working with customers and providing estimates to provide new water meter services to multiple locations throughout town.
6. Attended meeting with Town of Paradise 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.
7. Coordinated with Water Works Engineers on MISLR 2 and other projects. I am very pleased with Water Works and they prove on a daily basis, what a great asset they are as a contractor for PID.

Water Supply Recovery Program Update

Metered Interim Water Service

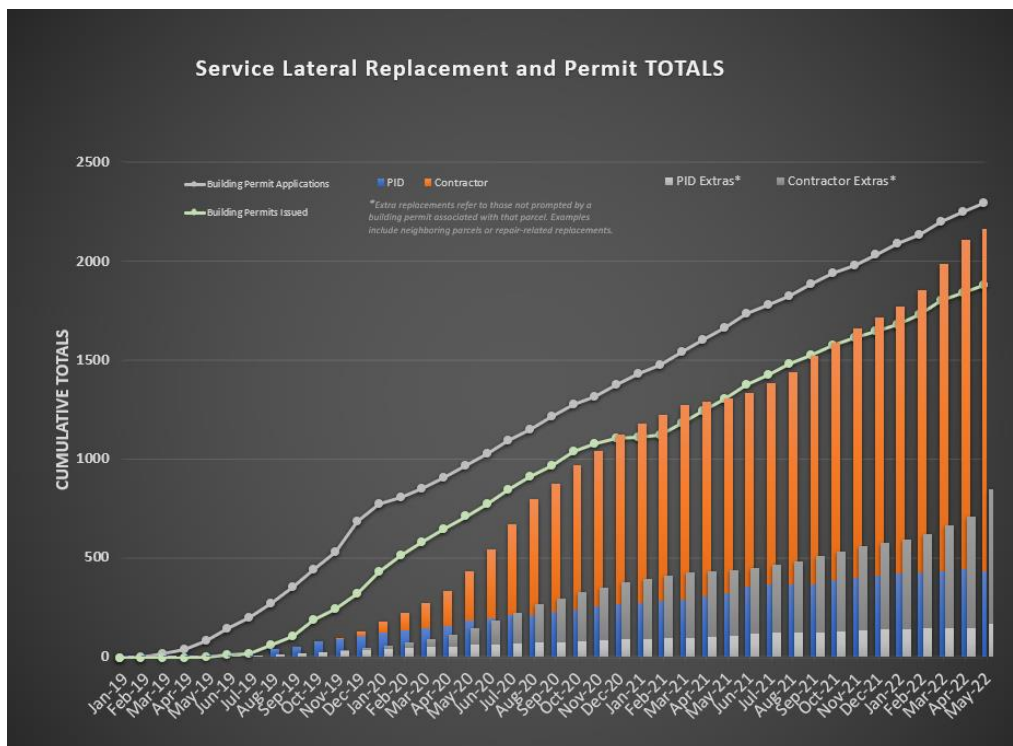
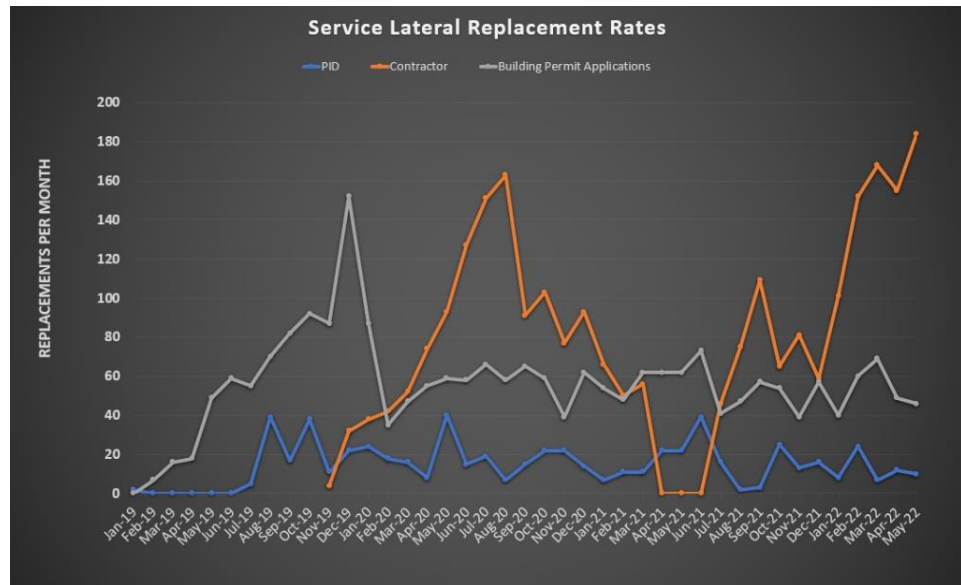
MIWS orders in May increased to 80/mo. 48 installations were completed in May as PID crews refocused effort to the MIWS installations. The increased MIWS orders outpaced installs in May and the backlog continued to build. While some MIWS orders are resolved with a permanent install (as zone work is completed or if a building permit is applied for at that address), a significant number of the MIWS orders have no building permit associated with them.



Water Supply Recovery Program Update

Meter Installation and Service Lateral Replacement Program

In May the Meter Installation and Service Lateral Replacement (MISLR) Project continued to increase production rate to over 180 service laterals replaced, the highest production rate since the beginning of the recovery project. At the same time, new permit applications at the Town of Paradise dropped to 46/mo, below the 2-year average of 56/mo. Focus continued in May on service lateral replacements for customers with building permit applications. As of June 8 the total number of locations where a building permit application has been submitted which have had their service lateral replaced was 2170 out of 2314 building permits applied for to date. The average time for the Town of Paradise to move from building permit application to approval is 7 weeks. We are currently replacing service laterals within 6-8 weeks of the Town receiving a building permit application from a customer. At this point, for most cases, PID customers who apply for a building permit are getting a new service lateral in the same timeframe as their building permit application is approved.



Water Supply Recovery Program Update

Customer Outage Notification

At the May meeting of the Board of Directors, it was requested that the Recovery Program Team investigate ways that customers can be notified when water service outages will occur at their service. At this time, we notify customers via letter when we are beginning work in a zone (approximately a 4-6 week window). Where possible, when the Water Works Engineers construction observation staff arrive at a new site, they attempt to make contact with the homeowner to let them know what is happening and what to expect. Each Water Works Engineers construction observation staff member is assigned to two construction crews, so this is not always feasible.

The Board directed the Team to investigate the feasibility of noticing customers the day before their outage occurs. The entire team, including PID Operations, Customer Service and Management, Water Works Engineers and RCI Construction has worked on this issue in the intervening month and has the following to report. The following are summaries of three approaches which have been developed. More detail can be shared upon request.

1. **Day-before door hanger notification.** This approach seems simple on its face – at the end of the day, have someone hang door hangers at the addresses on the list for the next day. What drives the challenges below is the variability in daily production rate. On any given day, a single crew may complete anywhere between 2 and 6 meter and backflow installations.

Challenges:

- a. False/Repeat Notifications and Non-Notifications.
 - i. If we notify an optimistic number of customers, we will have significant numbers of false/repeat notifications.
 - ii. If we notify an under-estimate of customers and complete that work early in the day, we either stop work and drastically reduce our overall production rate, or we continue work and have non-notifications. Although this is no different than now, the system will leave some people getting notified and other not getting notified.
 - b. This is the most expensive approach for additional personnel costs.
 - c. This would likely cut production significantly (as much as 50%) and extend the overall project time.
 - d. The extended project time would result in additional overhead cost in addition to the labor costs.
 - e. Could generate more customer complaints given the high likelihood of false/repeat notifications or non-notifications to some customers.
2. **Week-before door hanger notification.** Because there is less variability in weekly production rate, weekly notification was considered by the team because it would result in far fewer false/repeat notifications or non-notifications. In discussions regarding week-before notification, the team identified the following enhancements to week-before notification:
 - a. Door hanger notification starting on Thursday/Friday for the beginning of the following week, with additional notification on Monday/Tuesday for later in the week.
 - b. A mid-week (Wednesday/Thursday) update to add notifications or modify notifications to the following week as needed, in response to early-week production rates.
 - c. An offer on the door hanger for the customer to call PID Customer Service if they want to receive a call when the crew is on the way to their location. The customer would leave the most effective phone number for the call to go to for that address. They would be flagged in

Water Supply Recovery Program Update

our data management system by customer service and RCI would relay to their field supervision personnel to call that customer when they were on the way to their house.

Challenges:

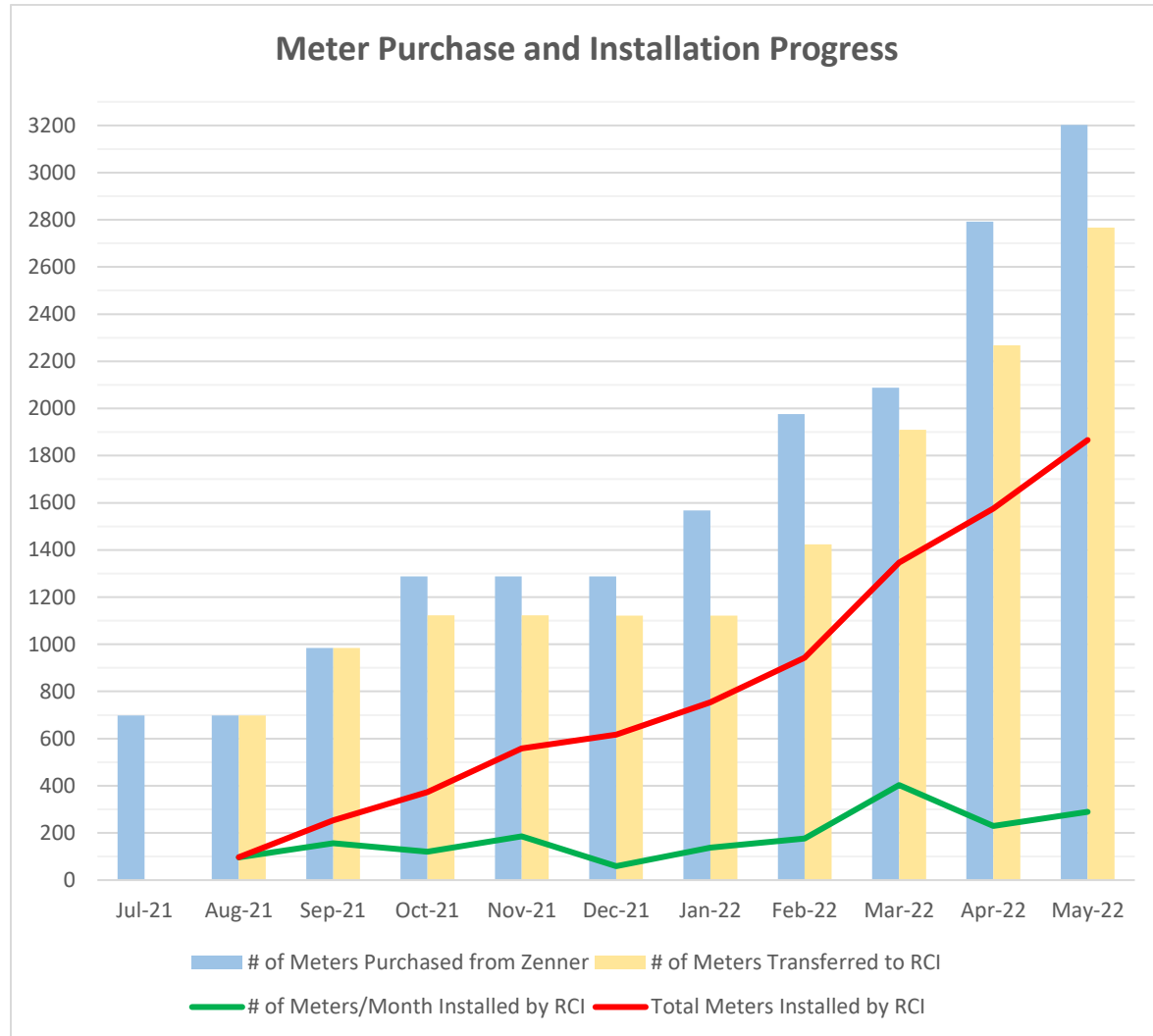
- a. While this is more notice, it is still only narrowing the window of shut-off to one week which may not address the concerns of the customers who are not satisfied with the current system.
 - b. With the invitation to call customer service on the door hanger, this approach could result in increased call volume to customer service. More resources may be needed or customer service response to other issues could suffer.
 - c. Cost: \$8k/week, \$350k for the remainder of the MISLR project. This also sets a precedent for future projects, adding cost to those as well.
 - i. The increased cost would likely be FEMA eligible but does not change the total limit on the FEMA grant, so would mean that fewer service laterals could be replaced under the FEMA grant, especially as this notification system would be extended to future projects.
 - ii. This cost would use up a significant amount of the remaining project contingency for this project. Any future project challenges which required change orders would require Board approval and a change to the overall project budget.
 - d. Ability to accommodate special requests: Currently, a significant and variable amount of the weekly workload is added after the week starts in order to accommodate special requests which come through customer service or from other sources (Town of Paradise request, etc.). These requests are currently all treated as top-priority and completed as soon as possible (often same-day). If we continue to accommodate those requests under this notification system, it would cause a significant number of false/repeat notifications which could lead to customer dissatisfaction. If we are selective about customer requests, we will need to develop criteria about which requests get prioritized and which don't. Right now, all are treated the same.
3. **Improvements to the current communication regarding work zone activities and outage potential.** In order to reduce the likelihood that a customer is surprised by a water service interruption, improvements to the current communication approach can be made. This could include:
- a. Multiple notifications to customers during the time we are working in their Zone,
 - b. Using different communication channels
- This approach would have minimal cost implications and would not affect production rate, but would hopefully have the effect of making more people aware of the potential for shutoff and reduce the number of people who have a negative experience regarding their water service shutoff.

Recommendation: The Recovery team met and discussed these approaches. Given the issues discussed above, particularly those issues related to production rate, cost/benefit and impact to the FEMA budget of approaches 1 and 2, the Recovery Team recommends proceeding with approach 3, tracking the effect of that approach on customer complaints regarding water service interruption notification, and then re-assessing regularly going forward. If the issue of notification proves to be persistent and widespread, then the cost of approach 2 (weekly notification) may be worth moving forward with.

Water Supply Recovery Program Update

Meter Replacement Program

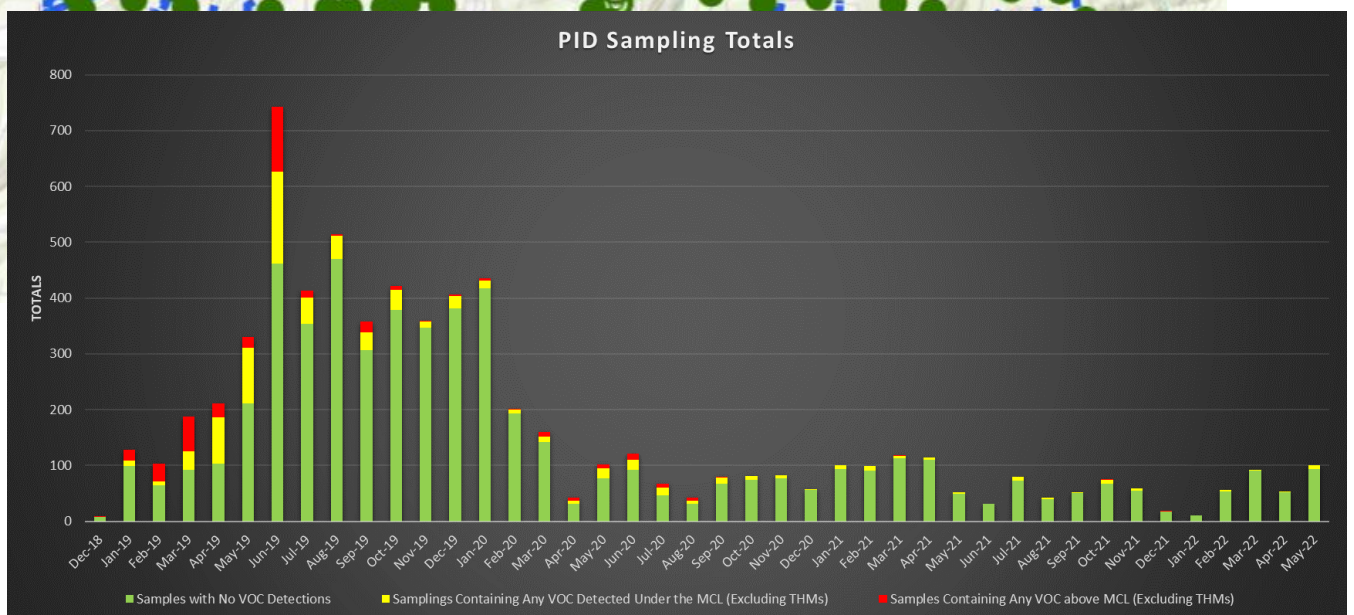
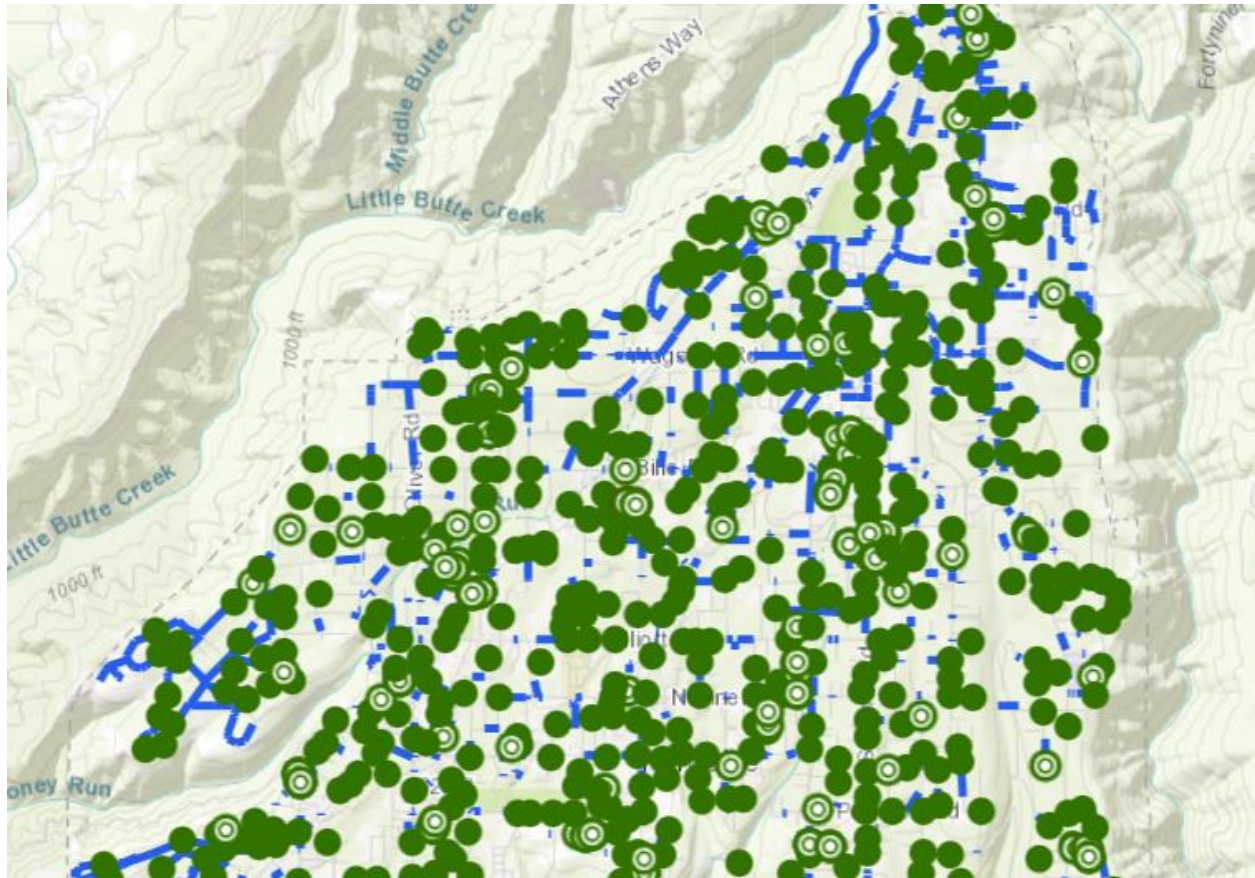
Through the end of May a total of 3,202 meters have been purchased from Zenner and 2,767 have been transferred to RCI. RCI installed 290 meters in May, totaling approximately 1,866 meter installations from the start of the project. Some of the backordered MIUs from Zenner have been received, the remaining MIUs are expected to ship in several orders through the end of July. MIUs are being transferred to RCI as they are received and once RCI has sufficient MIU quantities on hand they will go back to sites done before MIU training to complete MIU installation. Coordination between Zenner data and Tyler's interface continues to be challenging and PID staff have been meeting frequently with the two to try and resolve.



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 is near conclusion and will transition to quarterly monitoring in conjunction with disinfection byproduct monitoring at the DBP monitoring locations.



Water Supply Recovery Program Update

Main Replacement Project

Phase 1 of the Main Replacement project has been clearly defined and we are moving forward in the development of the plans and specifications for bidding this work. The first phase main replacement project is expected to be bid in late 2022 and begin work in early 2023. Phase 2 and 3 are still being defined for coordination with Town of Paradise paving plans as much as feasible.

Reservoir B Replacement Project

Recent communication with the DFA continues to indicate that a funding agreement is imminent (*"The draft agreement is cleared with our legal. It is now with our Deputy Director to file CEQA determination and sign off for an issuance. PID should receive it by the end of this month. PID will have 30 days to get legal opinion and sign the agreement before getting to us for execution."*)

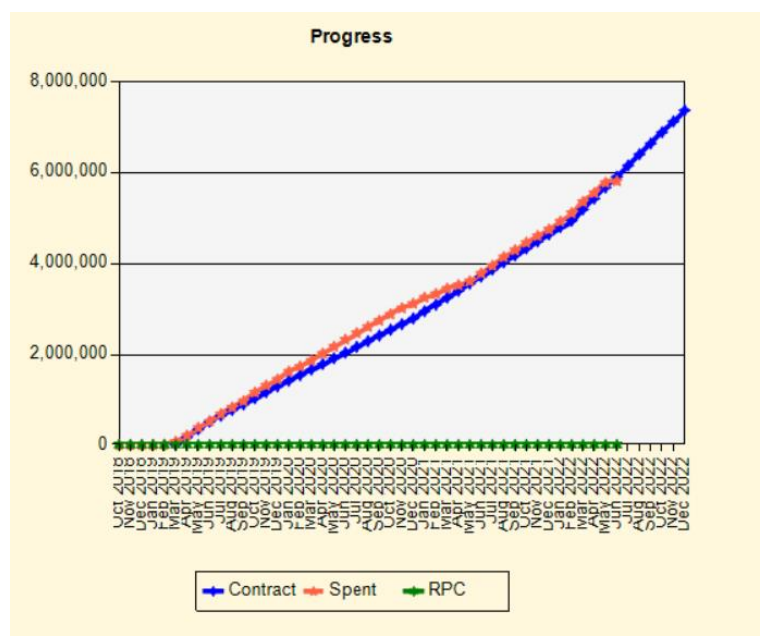
Per our discussion last month we have moved forward into the bidding process for the project (which includes both Reservoir B replacement and the power resiliency/solar project). The current overall project schedule is:

- A. The project advertised for bid on 5/23/22
- B. A mandatory Pre-Bid Meeting was held on 6/7/22
- C. **Bid Opening: 1:00 pm on Tuesday 7/12/22**
- D. Board Approval of Contract Award 7/20/22
- E. Anticipated Notice to Proceed before 8/1/22
- F. Substantial Completion of Photovoltaic Systems November 2022 (80 working days after NTP)
- G. Final Completion of Photovoltaic Systems December 2022 (100 working days after NTP)
- H. Substantial Completion May 2023 (200 working days after NTP)
- I. Final Completion June 2023 (220 working days after NTP)

At the mandatory pre-bid meeting on 6/7 we had 20 people in attendance including representatives from 11 different construction contractors, which is a positive sign for competitive bidding.

Budget

Burn rate and budget continues to proceed on-track. Total billing for April was \$228,330, just below our current projected average burn rate of \$240k/month for the project through the end of 2022.





Paradise Irrigation District

6332 Clark Rd, Paradise, CA 95969 · 530-877-4971 · Fax: 530-876-0483 · www.pidwater.com

"Paradise Irrigation District (PID) is dedicated to the business of producing and delivering a safe, dependable supply of quality water in an efficient, cost-effective manner with service that meets or exceeds the expectation of our customers." [Please consider how this agenda item relates to our mission](#)

DATE: June 8, 2022
TO: Board of Directors
FROM: Tom Lando, District Manager
Brett Goodlin, Finance & Accounting Manager
SUBJECT: Lobbyist Services Agreement – Retainer Ending
06/18/2022 Board of Directors Meeting

Recommendation:

Authorize staff to end the existing contract with Broad & Gusman and provide approval to engage their services on an hourly basis in the future as the need arises for limited professional lobbyist support services.

Background:

After the Camp Fire, Broad & Gusman was instrumental in helping secure PID's backfill funding of approximately \$14.6 million through its advocacy with the Legislature, Governor's Office, State Water Resources Control Board, Department of Water Resources, and other entities and continued to be a beneficial resource each legislative session.

The District entered into an Agreement with Broad & Gusman to provide professional lobbyist services effective March 1, 2020 on a month-to-month basis until the agreement is terminated. Either party may terminate the agreement with thirty days written notice. The District currently pays a fee of \$4,000 per month.

As the need arises, Broad & Gusman is willing to provide professional lobbyist services on an hourly basis for any limited one-off lobby work Paradise Irrigation District may need in the future.

PROFESSIONAL SERVICES AGREEMENT

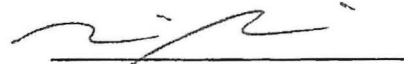
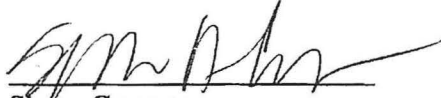
THIS AGREEMENT is between Paradise Irrigation District (Client) and the Broad & Gusman (Contractor). Clients and Contractor agree as follows:

1. Services. During the term of this Agreement, Contractor shall perform professional services for the Clients which shall consist of legislative representation before the California State Legislature, the Governor's Office, and other administrative agencies of the State of California as may be deemed necessary by the parties. Such duties shall consist of reviewing legislation as introduced and amended, bill tracking, communication with members of the Legislature and staff including testimony at public hearings, preparation of such reports, newsletters, and other forms of communication as may be required by Clients, attendance at meetings with members and officers of Clients, and other such duties as Clients may deem necessary.
2. Compensation. Clients agree to pay Contractor a fee of \$4,000 per month, plus necessary expenses. Necessary expenses shall include, but shall not be limited to, reimbursement at the cost incurred by the Contractor for any cellular or long-distance telephone charges made on behalf of Clients, postage, reproduction of materials at \$.05 per page, reimbursement for automobile travel outside of Sacramento at the IRS approved rate, and any travel, lodging or meal expenses incurred on behalf of Clients. Travel, lodging and meal expenses shall not be incurred without the advanced approval of Clients. No expenses shall be charged above \$200 without prior approval of Clients.
3. Term. The term of this agreement shall commence on March 1, 2020 and shall continue on a month-to-month basis until the agreement is terminated. Either party may terminate the agreement with thirty days written notice. The parties may modify the terms of the agreement by mutual consent.
4. Contract Not Contingent. In accordance with the laws of the State of California, it is understood by the parties that neither the services described herein nor the payment for those services is contingent on the defeat or enactment of any legislation or administrative regulation.
5. Independent Contractor. Contractor, in performing services under this Agreement, shall act as an independent contractor and not as an employee of Clients. Nothing in this Agreement shall be construed to create a partnership, agency, joint venture, or employer-employee relationship. Contractor understands that Clients have no federal or state obligations regarding employment tax liability and Clients' total commitment and liability under this Agreement is limited to the payments set forth herein.
6. Entire Agreement. This Agreement constitutes the entire agreement between the parties with respect to its subject matter. All prior negotiations, proposals, and agreements between the parties are included in this agreement.

7. Governing Law. This Agreement shall be interpreted under the laws of the State of California.

By: Broad & Gusman

By: Paradise Irrigation District



Shane Gusman

Kevin M. Phillips

Partner

District Manager

Date: 3/3/2020

Date: March 2, 2020

Revenue Budget Proposal

		FY 202/21 Actual	FY2021/22 Estimate	FY 2021/22 Actual YTD 05/31/22	FY 2022/23 Budget
<u>General Fund/Operating</u>					
Water - Service	Service	2,345,685	2,869,235	2,578,713	3,598,089
Water - Consumption	Quantity	(44)	-	-	217,672
Water - Fees & Adjustments	Fees & Adj	140	20,000	30,025	340,335
Outside Water Sales	Outside W	118,909	100,000	167,195	250,000
Meter Revenue	Meter Cha	417,116	-	395,010	8,296
Recreation & Boating Permits	Rec	165	-	-	-
Backflow Check	Black Flow	-	-	140	-
Rents	Rental Inc	17,386	24,180	20,636	24,180
Revenue - Surplus Property	Surplus Pr	-	-	-	-
Escrow Fees	Escrow Fe	-	-	-	-
Custom Work/PFD Reimbursement	Custom W	63,315	39,600	40,831	40,000
Misc	Other	176,009	-	62,446	82,654
Total Operating Income		3,138,682	3,053,015	3,294,997	4,561,226
<u>Special Revenue Fund</u>					
Capital Improvement Program					
Taxes - 1%	Taxes - 1%	354,959	250,000	210,229	275,000
Interest	Interest Inc	85,927	35,000	41,065	1,845,800
FMV Gain/Loss - Securities	Gain Loss	(319)	-	-	-
Inc-Capacity Fees	Capacity F	154,613	-	119,889	100,000
RDA Reimbursement		-	-	-	-
Grant	Grant Inco	293,977	-	764	-
Total Capital Improvement		889,157	285,000	371,947	2,220,800
<u>Debt Service Fund</u>					
Inc-Assessment Res (PID Share)	Taxes - PID	-	-	-	-
Total Debt Service		-	-	-	-
<u>Recovery Proceeds</u>					
State Backfill Funding	State Back	7,374,330	-	-	-
FEMA Reimbursements	FEMA Reir	2,390,485	13,059,640	7,414,755	12,296,848
Insurance Proceeds	Insurance	5,068,231	3,000,000	401,787	1,300,000
Other Recovery Grants		59,627	300,000	-	13,490,877
PGE Locating Reimbursements		-	10,370,139	189,485,000	198,000
Total Recovery Proceeds		14,892,673	26,729,780	197,301,541	27,285,725
<u>PFD</u>					
Revenue - PFD	PFD	51,635	50,000	76,197	79,311
Total PFD		51,635	50,000	-	79,311
Total Revenue		18,972,147	30,117,794	201,044,682	34,226,372

- * Mirrors Bartle Wells study for the water service
- * Call out for hydrant meters (Misc.)
- * FEMA / MISLR reimbursement expected
- * Res. B / ASADRA funding expected

Budget Proposal FY2023

	FY 2020/21 Actual	FY 2021/22 Estimate	FY 2021/22 Actual YTD 05/31/22	FY 2022/23 Budget
Source of Supply				
Salary and Benefits	-	-	941	-
Materials and Supplies	2,589	30,000	-	-
Outside Services	145,231	165,000	140,996	175,000
Utilities	2,784	4,000	1,015	-
Insurance	-	-	-	-
Total Source and Supply	150,604	199,000	142,952	175,000
Security & Recreation				
Salary and Benefits	-	-	-	-
Materials and Supplies	-	-	-	-
Outside Services	-	-	1,752	-
Utilities	-	-	-	-
Insurance	-	-	-	-
Total Security & Recreation	-	-	1,752	-
Water Treatment				
Salary and Benefits	837,461	871,908	1,011,616	924,806
Materials and Supplies	160,137	245,000	120,151	306,250
Outside Services	38,154	66,400	39,191	69,000
Utilities	121,160	146,050	108,024	150,000
Insurance	17,500	17,500	-	25,000
Total Water Treatment	1,174,412	1,346,858	1,278,983	1,475,056
Transmission & Distribution				
Salary and Benefits	1,081,815	1,675,589	1,366,021	1,699,616
Materials and Supplies	386,148	330,625	492,370	550,000
Outside Services	97,832	79,500	145,083	35,000
Utilities	61,272	70,000	60,118	71,200
Insurance	31,000	31,500	-	45,000
Total Transmission and Distribution	1,658,067	2,187,214	2,063,593	2,400,816
Customer Service				
Salary and Benefits	218,610	300,295	282,697	277,245
Materials and Supplies	-	-	88	500
Outside Services	5,937	10,000	11,650	6,000
Utilities	-	-	-	-
Insurance	12,900	13,500	-	18,750
Total Customer Service	237,447	323,795	294,435	302,495
Administration				
Salary and Benefits - Admin Staff	812,504	1,276,458	1,035,852	1,308,865
Salary and Benefits - Board	14,611	5,592	-	4,800
Materials and Supplies	129,835	224,800	261,644	230,165
Outside Services	397,087	808,700	491,461	930,000
Utilities	58,668	60,500	62,162	56,000
Insurance	66,567	102,500	105,010	102,500
Board Expenses	13,122	17,000	3,913	15,000
Total Administration	1,492,394	2,495,550	1,960,042	2,647,330

	FY 2020/21 Actual	FY 2021/22 Estimate	FY 2021/22 Actual YTD 05/31/22	FY 2022/23 Budget
Operational Summary				
Salary and Benefits	2,965,001	4,129,843	3,697,127	4,215,332
Materials and Supplies	563,485	611,217	612,609	1,086,915
Outside Services	416,989	545,700	600,317	1,215,000
Utilities	582,303	1,028,750	660,619	277,200
Insurance	120,068	123,000	62,162	191,250
Board	3,287,097	4,159,367	3,886,724	15,000
Total Operating Expense	4,712,924	6,552,418	5,741,756	7,000,697

- * Includes training for Class A licenses
- * Includes for additional Meter Shop staff
- * Includes for additional non-capital tools T&D
- * Includes for surveying equipment & training
- * Includes for training & development of staff
- * Includes for Continued Professional Education to maintain licensure

Mirrors data from Capital Breakdown & Wishlist worksheet. Removes non-capital requests (cost increases, workforce, general tools) & grant funded items

What	Category	Amount	Who	Priority	Notes from manager	Justification / Narrative
Survey Tools	Equipment	17,000	Admin	1	New surveying equipment for engineering work	Includes annual licensing fees. Necessary to do job.
IT	Infrastructure	100,000	Admin	2	Server and misc. hardware upgrades	
					Reseal and repain upper and lower parking lots at the office	The lower parking lot is very cracked and uneven. Most parking spaces are double stiped. The red fire lane curbs, Handicapped spots, and the yellow caution curbs are all faded. We are currently out of compliance with OSHA standards.
Reseal/ Restripe Parking Lot	Infrastructure	50,000	Admin	2	including curbs	Mostly just labor left at this point, equipment purchased 2018
Lake Monitor	Equipment	50,000	Source	1	Paradise Lake	Wrong valve type for application, very scary to open more than 50%
Ball Valve	Equipment	250,000	Source	2	Paradise Lake	DSOD requirement due to poor rating of dam
Gabion Wall	Infrastructure	200,000	Source	1	Magalia spillway	Due to lack of commercial drivers this trailer would make it so a class C driver could haul equipment and would be beneficial for property clean up.
Dump Trailer	Equipment	20,000	T&D	1	For cleanup at tank sites, haul skid steer	This would be a class C dump truck that any non CDL driver could operate to haul material. It is also heavy duty enough to haul various equipment.
F-450	Equipment	80,000	T&D	1	For leak repairs. Class C, for temp & new hires	Regrowth on PID lands is bad and we need to start doing something about it. This implement would greatly reduce the time spent on clearing all of PID's properties and keep all cross country mains clear from vegetation. This vegetation has not been managed since the fire.
Masticator	Equipment	50,000	T&D	1	For skid steer	This is a yearly line item to cover worn out or broken tools for field operations.
Misc.	Equipment	25,000	T&D	1	Misc., non-capital purchases	Project estimated around \$900,000, most of which FEMA will reimburse. This amount represents the pipelines that are not included in the scope of the FEMA project.
Pipeline	Infrastructure	200,000	T&D	1	Replacement / Upgrade	
						These tanks were to go to bid for repair and recoat late 2018 but was deferred due to fire. Tanks are in poor shape, with lead paint on the outer shell that needs to be abated. The coating of our water storage tanks are in poor condition and need to be dealt with before it turns into a total tank replacement.
Tank Recoating	Infrastructure	1,500,000	T&D	1	Recoat all water storage tanks	88% of current fleet is over 10 years old, well beyond warranty. Mechanic is currently spending 70% of time repairing damage to fleet that could be avoided if truck was still warrantied. Priority is given to repair so we can get the truck back out there, postponing the regular scheduled maintenance on the remaining vehicles, thus perpetuating the cycle. Mechanic does not have the capacity to maintain the current fleet and keep up on the other standard duties of fabrication and welding that is needed for completed rebuild projects.
Vehicle Replacement	Equipment	2,070,000	T&D	1	Systematically replace old & worn out service trucks over 7 years	Existing generator is 1995 vintage, put numerous hours on it during camp fire and PSPS events. If it dies we are out of business
Generator	Infrastructure	1,000,000	WTP	1	Generator for plant / switch gear	This is a pump station at the plant to pump water to A zone. We only have one pump station, if something happens to it A zone is out of water.
Pump Station	Infrastructure	1,000,000	WTP	1		This will give us a second source of water feeding the town if something were to happen to the 42.
Pipeline	Infrastructure	1,000,000	WTP	1	Pipeline to zone A	EQ tank serious rust issues needs to be replaced, problem is there is no way to take the tank offline for more than a few hours. One of the few systems at the plant with no redundancy.
EQ Tank	Infrastructure	8,000,000	WTP	1	EQ tank replacement / repair	System for protecting plant piping not operational, needs to be replaced.
Cathodic proection	Infrastructure	50,000	WTP	1	Plant	System for protecting steel tanks (below water line) needs to be installed in Raw and Tank A, replaced in E and checked in C & D
Cathodic proection	Infrastructure	50,000	WTP	1	Tanks	Original asphalt at plant in poor condition
Asphalt Repair	Infrastructure	75,000	WTP	2		Tank coating starting to show its age, think we can touch it up in a few spots and get a few more years out of it.
Raw Water Tank	Infrastructure	20,000	WTP	2	Painting piping at plant, touch up raw water tank	
Total		15,807,000				20

* Expenditures (less vehicle replacement) can be anticipated to be spent over a 3-4 year period.

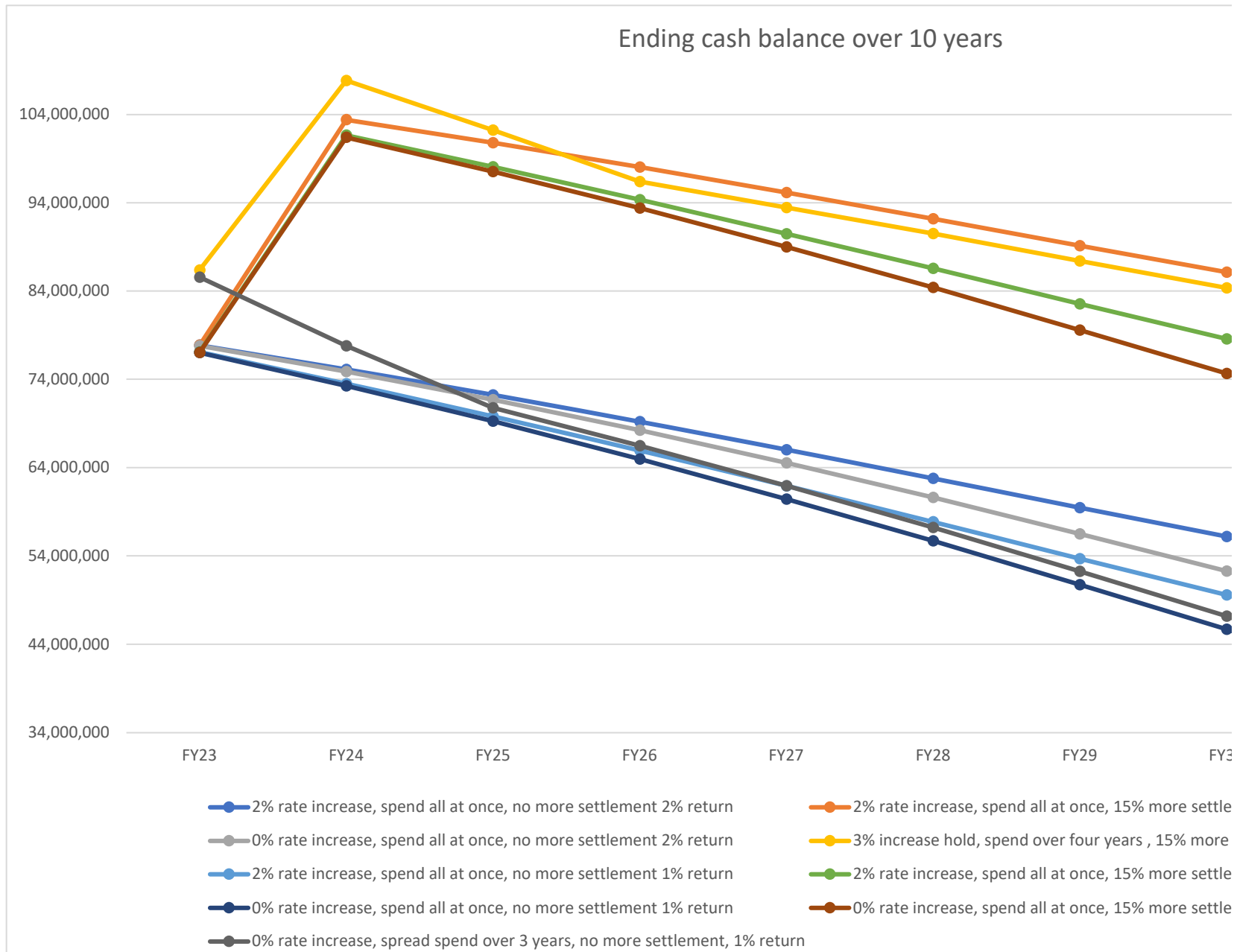
* Budget request is asking to appropriate \$16,000,000 for the non-reimbursable capital projects listed above.

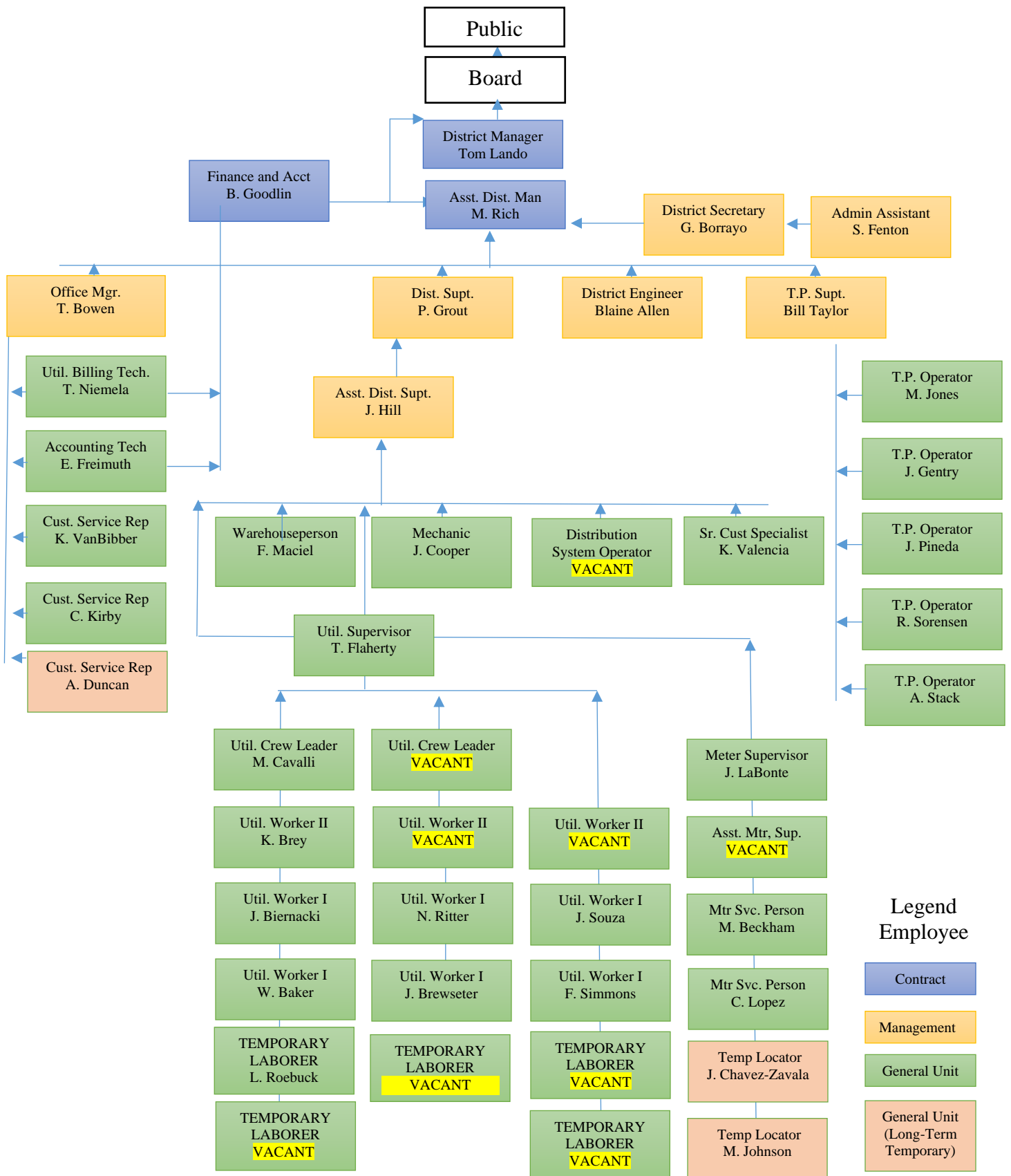
* Spending costs are estimates based on current costs and buying power.

* Vehicle replacement schedule will stretch over a 7 year period

						Interest	w/this page		w/spread		
Table 7D		All priority 1 initiated year 1				2%	19,029,300	16,539,300			
Paradise Irrigation District		All priority 2 initiated year 2				1%	8,262,150	8,269,650			
10-Year Financial Projection - 2% Rate Increases		Savings/Reserves following years									
	2021/22	Projected									
	Estimate	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32
Rate Increase %		0.0%	0.0%	3.0%	1.0%	2.0%	3.0%	1.0%	2.0%	3.0%	3.0%
REVENUES:											
Water Sales	3,505,296	3,598,089	4,220,164	5,049,593	5,227,152	5,461,299	5,758,630	5,951,044	6,207,589	6,535,466	6,877,429
Customer Assistance Program (CAP)	-8,640	-8,640	-8,640	-8,640	-8,640	-8,640	-8,640	-8,640	-8,640	-8,640	-8,640
Outside Water Sales	100,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000
Other	63,780	63,780	63,780	63,780	63,780	63,780	63,780	63,780	63,780	63,780	63,780
Interest - 1%	35,000	1,631,400	1,911,400	1,911,400	1,911,400	1,941,900	1,943,400	1,943,400	1,945,000	1,945,000	1,945,000
Taxes - 1%	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000
Revenue - PFD	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Total Revenue	3,995,436	5,834,629	6,736,704	7,566,133	7,743,692	8,008,339	8,307,170	8,499,584	8,757,729	9,085,606	9,427,569
EXPENDITURES:											
Operating	6,548,089	7,500,697	7,725,718	8,112,004	8,517,604	8,943,484	9,390,658	9,860,191	10,353,201	10,870,861	11,414,404
Debt Service	1,096,245	828,833	828,546	373,970	348,370	347,584	347,674	225,616	102,863	102,571	102,276
PFD	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Total Expenditures	7,694,334	8,379,530	8,604,264	8,535,974	8,915,973	9,341,068	9,788,332	10,135,807	10,506,064	11,023,432	11,566,680
Increase/(Decrease) in Cash before Recovery, Debt Proceeds, and Capital Improvements	(3,698,898)	(2,544,901)	(1,867,560)	(969,842)	(1,172,282)	(1,332,729)	(1,481,162)	(1,636,223)	(1,748,335)	(1,937,826)	(2,139,111)
Increase/(Decrease) in Cash before Recovery and Capital	(3,698,898)	(2,544,901)	(1,867,560)	(969,842)	(1,172,282)	(1,332,729)	(1,481,162)	(1,636,223)	(1,748,335)	(1,937,826)	(2,139,111)
FEMA Reimbursements	13,059,640	0	0	0	0	0	0	0	0	0	0
Insurance Proceeds	3,000,000	1,300,000	0	0	0	0	0	0	0	0	0
PGE Settlement	84,000,000	0	28,000,000	0	0	0	0	0	0	0	0
PGE Locating Reimbursements	300,000	198,000	198,000	198,000	198,000	198,000	198,000	198,000	198,000	198,000	198,000
Other Recovery Grants	10,370,139	0	0	0	0	0	0	0	0	0	0
	110,729,779	1,498,000	28,198,000	198,000	198,000	198,000	198,000	198,000	198,000	198,000	198,000
Cash Available for Recovery/Capital Projects	107,030,881	(1,046,901)	26,330,440	(771,842)	(974,282)	(1,134,729)	(1,283,162)	(1,438,223)	(1,550,335)	(1,739,826)	(1,941,111)
Major Capital/Recovery Projects	(28,515,671)	(4,500,000)	(4,500,000)	(4,500,000)	(4,500,000)	(1,500,000)	(1,500,000)	(1,500,000)	(1,500,000)	(1,500,000)	(1,500,000)
Minor Capital Projects	(618,475)	(360,000)	(360,000)	(360,000)	(360,000)	(310,000)	(160,000)	(160,000)	0	0	0
Total CIP	(29,134,146)	(4,860,000)	(4,860,000)	(4,860,000)	(4,860,000)	(1,810,000)	(1,660,000)	(1,660,000)	(1,500,000)	(1,500,000)	(1,500,000)
Increase/(Decrease) in Cash Beginning Cash Balance	77,896,735	(5,906,901)	21,470,440	(5,631,842)	(5,834,282)	(2,944,729)	(2,943,162)	(3,098,223)	(3,050,335)	(3,239,826)	(3,441,111)
14,393,257	92,289,992	86,383,091	107,853,531	102,221,689	96,387,407	93,442,678	90,499,517	87,401,294	84,350,959	81,111,133	
Ending Cash Balance	92,289,992	86,383,091	107,853,531	102,221,689	96,387,407	93,442,678	90,499,517	87,401,294	84,350,959	81,111,133	77,670,022
Days O&M In Reserve (Min 90 Days)	5144	4204	5096	4599	4130	3814	3518	3235	2974	2723	2484
Debt Coverage Ratio	-2.3	-2.0	-1.2	-1.5	-2.2	-2.7	-3.1	-6.0	-15.5	-17.4	-19.4
Fixed Charge Implementation											
# of Disconnected Customers (100%)		1,760	1,760	1,760	1,760	1,760	1,760	1,760	1,760	1,760	1,760
# of Sealed Meter Customers		4,525	4,285	4,045	3,805	3,565	3,325	3,085	2,845	2,605	2,365
Additional Revenue		\$2,176,592	\$2,114,729	\$2,052,867	\$1,991,005	\$1,929,142	\$1,867,280	\$1,805,417	\$1,743,555	\$1,681,693	\$1,619,830
# of Disconnected Customers (50%)		880	880	880	880	880	880	880	880	880	880
# of Sealed Meter Customers		4,525	4,285	4,045	3,805	3,565	3,325	3,085	2,845	2,605	2,365
Additional Revenue		\$1,714,613	\$1,652,750	\$1,590,888	\$1,529,025	\$1,467,163	\$1,405,301	\$1,343,438	\$1,281,576	\$1,219,713	\$1,157,851
Rate Funding Deficit	0	-1,799,045	-2,216,430	-2,703,052	-2,906,829	-3,122,525	-3,350,699	-3,591,936	-3,846,844	-4,116,057	-4,400,232

* Projection includes additional \$28M settlement funds to bring the settlement to 60% payout as anticipated. Additional payout is not guaranteed.







Paradise Irrigation District

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DATE: June 9, 2022
TO: Board of Directors
FROM: Tom Lando, District Manager
SUBJECT: Monthly Service Charge- Inactive Parcels
06/18/2022 Board of Directors Meeting

Recommendation:

Authorize the District Manager to start the process to charge inactive parcels a uniform rate and authorize the expenditure of up to \$100,000 for necessary professional services.

Background:

After the Camp Fire the Board decided through policy to temporarily exempt property owners without water service at that time (approximately 1,700 parcels) from paying any fees to the District. Another class of customers in the District are on a "sealed" rate of \$21.49 per month plus a \$0.50 Town hydrant fee. These sealed customers, like the temporarily exempt parcels, also do not currently receive active service. Over time, the distinction between temporarily exempt parcels and customers with sealed service have blurred and it is time to revisit prior policy to potentially establish and provide a uniform "inactive" customer class.

In my opinion, it is also time to charge all parcels within the District. Based upon the fiscal study done by Bartle Wells, the cost of this service to inactive parcels should be set at \$42.98 per month, plus the Town hydrant fee. Currently, our system gives the temporarily exempt parcels an advantage - stay off the system until the property is sold or developed and save multiple years of the sealed meter rate. There have even been instances when an exempt parcel enters active status, receives water for a short season, then pivots back to exempt/non-paying status. In my view, this is unfair to the District and other active and inactive customers.

This proposal will not impact anyone who is currently paying the District either the sealed or active rate; rather, the goal of this initial phase is to treat all parcels within the District equally.

The cost to accomplish this is a very rough estimate currently. The District may have to go through the whole Proposition 218 fee process requiring both professional assistance and multiple District wide mailings.

Estimated Revenue:

Should the Board decide to proceed, the anticipated revenue at the current rate (\$21.49/mo.) would be approximately \$438,000 annually and at the rate Bartle Wells concluded should be charged, would generate approximately \$876,000 annually.

I would add that there have been lot mergers since the fire and the actual number of parcels affected may be closer to 1,200 versus the 1,700. If two or more parcels have legally completed the process to merge, then only the new consolidated parcel would be subject to the inactive customer rate.