



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, MARCH 15, 2023 – 5:30 PM

- ❖ *The Board of Directors is committed to making its meetings accessible to all citizens. Any persons requiring a special accommodation to participate, is requested to contact the District Secretary at (530) 876-2039 at least 48 hours in advance of the meeting.*
- ❖ *The following options are available for members of the public interested in participating in the meeting remotely:*

*Via Zoom Meeting: <https://us02web.zoom.us/j/88192841237>
Telephone: +1 669 900 6833 US (San Jose)
Meeting ID: 881 9284 1237*

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

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

1. OPENING:

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

2. PUBLIC COMMENT:

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.

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

- a. Approval of Meeting Agenda Order
- b. Approval of Minutes – Regular Meeting of February 15, 2023
- c. Approval of Equipment Purchase for Use with Masticator
- d. Approval of 2023 ACWA Fall Conference Expense for Attendance of Board Member
- e. Approval of Concept for New Pipeline – Eaglepointe Apartments, 5975 Maxwell Drive, Paradise
- f. Approval of Finance & Accounting Manager Job Description
- g. Approval to Release Request for Proposals - Meter Installation & Service Lateral Phase 3 Project

4. TREASURER’S UPDATE:

- a. **Treasurer’s Report:** Review and acceptance of the Treasurer’s Report for the period ending February 28, 2023. *Action may be taken.*

- b. **Expense Approval Report:** Approval of payments by check in the amount of \$850,093.43 representing check numbers 57837 through 57845 and electronic payments of \$343,264.50 by EFT for the month of February 2023 for total payments of \$1,193,357.93, excluding voided check numbers 57835 and 57836, and authorization of a similar amount allowing or adjusting for extraordinary budget or Board approved items during the month of March 2023. *Action may be taken.*
5. **PID STAFF & CONSULTANT REPORT UPDATES:** Verbal and written report updates from staff and consultants. *Informational Report Updates. Direction may be given.*
 - a. District Manager's Report
 - b. Strategic Plan Progress Report
 - c. Customer Service Activity Report
 - d. Field Operations Staff Report
 - e. Water Treatment Plant Staff Report
 - f. Engineering Report
 - 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:**
 - a. **Customer Request for Adjustment of Rate Category for Agricultural Purposes** (Mickey Rich, Assistant District Manager): Review and consideration of request from Cliff Jacobson to authorize the Residential Irrigation Rate for 3344 Inspiration Lane, and the Irrigation Rate for 195 Wayland Road. *Action may be taken.*
 - b. **Zone A Pump Station & Transmission Main Project – Construction Management** (Blaine Allen, District Engineer): Authorize staff to execute a third amendment 3 with Water Works Engineers, LLC in the amount of \$539,480 for an adjusted total contract amount of \$1,320,544.00 and authorize additional contingency funding totaling \$107,896 for construction management services for the Zone A Pump Station and Main Replacement Project. *Action may be taken.*
 - c. **Meter Installation & Service Lateral Replacement Project – Recommendation for Time Extension** (Colleen Boak, Water Works Engineers): Authorize staff to execute a second amendment with RCI General Engineering for the addition of up to 400 service lateral replacements including a time extension of 180 calendar days, additional project cost up to \$2,500,000.00, and 10% contingency value of \$250,000 to be executed at the discretion of the District Manager or designated representative. *Action may be taken.*
 - d. **Meter Replacement Project - Recommendation for Amendment 2 to Contract with Zenner USA** (Colleen Boak, Water Works Engineers): Authorize staff to execute a second amendment with Zenner USA for the purchase of additional meters and associated components for a not-to-exceed cost of \$126,245.29. *Action may be taken.*
 - e. **Water Rights Permit Studies** (Tom Lando, District Manager): Authorize approval of an allocation of \$1.1 million to complete the necessary studies to apply for a Water Rights Permit and authorize the District Manager to enter into the necessary contracts and contract amendments to accomplish this process. *Action may be taken.*
 - f. **Butte Local Agency Formation Commission – 2023 Election Ballot:** Authorize vote by official action of the Board of Directors for nomination of a Special District Regular “Enterprise” Member and authorize Certification of Ballot to Butte LAFCO. *Action may be taken.*

- g. **Set Cost for Meter and Service Lateral Reconnects – Chapter 7.7.3 Discontinued Service** (Mickey Rich, Assistant District Manager): Authorize approval to adopt the proposed policy changes to the Paradise Irrigation District Policy & Procedures Manual, Chapter 7 – Water Rates, Operating Fees, and Billing Procedures. *Action may be taken.*
- h. **Finance & Accounting Manager** (Mickey Rich, Assistant District Manager): Consider Second Amendment to Finance & Accounting Manager’s Employment Agreement. *Action may be taken.*

8. **DIRECTORS’ COMMENTS:** *Information Item Only.*

9. **ADJOURNMENT**

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AGENDA ITEM 3 – APPROVAL OF CONSENT CALENDAR:

- A. APPROVAL OF MEETING AGENDA ORDER
- B. APPROVAL OF MINUTES – REGULAR MEETING OF FEBRUARY 15, 2023
Action Requested: Approve Minutes for the regularly scheduled meeting of the Board of Directors on February 15, 2023.
- C. APPROVAL OF PURCHASE – EQUIPMENT PURCHASE FOR USE WITH MASTICATOR:
Action Requested: Authorize the District Manager to approve the purchase of a water trailer and tilt deck equipment trailer in an amount up to \$35,000.00 for use with the District's Masticator.
- D. APPROVAL OF 2023 SPRING ACWA CONFERENCE EXPENSE – DIRECTOR HINMAN:
Action Requested: Authorize board member expense for attendance at the ACWA JPIA Board of Directors Meeting on May 8, 2023 and ACWA 2023 Spring Conference & Expo May 9 to 11 in Monterey, California. Expenses for conference registration, hotel, and travel are in the amount of \$2,600, plus reimbursement of meals and any parking expenses.
- E. APPROVAL OF CONCEPT FOR A NEW PIPELINE AT 5975 MAXWELL DRIVE FOR PROPOSED EAGLEPOINTE APARTMENTS:
Action Requested: Authorize approval of concept for the Eaglepointe Apartments 6" main installation and authorize District employees to work with PID Legal Counsel to establish required pipeline conveyance documentation.
- F. APPROVAL OF FINANCE & ACCOUNTING MANAGER JOB DESCRIPTION:
Action Requested: Approve update to Finance & Accounting Manager Job Description as presented.
- G. APPROVAL TO RELEASE REQUEST FOR PROPOSALS FOR MISLR PHASE 3 PROJECT:
Action Requested: Authorize staff to release a Request for Proposals for the Meter Installation & Service Lateral Phase 3 Project.