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, FEBRUARY 21, 2024 – 5:30 PM**

- *The Board of Directors is committed to making its meetings accessible to all citizens. Any person 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. 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.

   (Pg. 4) a. Email Communication from Kris Nikolauson dated January 8, 2024

3. **APPROVAL OF CONSENT CALENDAR:** *Action may be taken.*
   a. Approval of Meeting Agenda Order
   (Pg. 5-9) b. Approval of Minutes – Regular Meeting of January 17, 2024
   (Pg. 10-11) c. Approval of Minutes – Special Meeting of January 30, 2024
   (Pg. 12-22) d. Approval of Expense Report – January 2024
   (Pg. 23-24) e. Approval of Proposal from Tesla to Install a New Generator Controller at the Treatment Plant
   (Pg. 25) f. Approval of CEQA Finding for Equalizer Tank Replacement Project
   (Pg. 26-27) g. Approval of Board Member Attendance - 2024 ACWA Spring Conference
   (Pg. 28-35) h. Approval of Board Member Attendance – California Special District Leadership Academy Conference
   (Pg. 36-37) i. Approval of Proposal from GENTERRA Consultants, Inc. for Engineering Services related to the Gabion Wall Construction

4. **TREASURER'S UPDATE:**

(Pg. 38-39) a. **Finance Committee Report - FY 2023-2024 Mid-Year Budget Update**: Authorize approval of the recommended budget adjustments for the Fiscal Year 2023-2024 budget. *Action may be taken*.

(Pg. 40-48) b. **Treasurer's Report**: Review and acceptance of the Treasurer's Report for the period ending January 31, 2024. *Action may be taken*.

1. January Investment Summary (Click link to view)

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

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

a. **Community Relations Committee** (Directors Patricia Guillory & Elliott Prest – Chairperson)

6. **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

(Pg. 49-58) b. Customer Service Activity Report

(Pg. 59-60) c. Field Operations Staff Report

(Pg. 61-64) d. Water Treatment Plant Staff Report

(Pg. 65) e. Engineering Report

(Pg. 66-69) f. Water Supply Recovery Program Update: Progress update provided by Water Works Engineers

g. Post Fire Disaster Public Assistance & Recovery Management Services Update: Progress update by Aptim Environmental & Infrastructure.

7. **UNFINISHED BUSINESS:** (Continued from January 17, 2024 Board of Directors Meeting)

(Pg. 70-81) a. **Amendment to PID Policy - Customer Assistance Program** (Mickey Rich, Assistant District Manager): Authorize acceptance of the proposed amendments to PID's Rules and Regulations, Chapter 7.10, Customer Assistance Program, effective March 1, 2024. *Action may be taken*.

8. **NEW BUSINESS:**

(Pg. 82-84) a. **Meetings of the Board of Directors – Proposed Amendment to Regular Meeting Schedule** (Tom Lando, District Manager): Adopt Resolution No. 2024-02 and proposed revisions to the Paradise Irrigation District Policy and Procedures Chapter 4 – Meetings, to amend the meeting time of all regular meetings of the Board of Directors to 5:30 p.m. *Action may be taken.* **(Roll Call Vote)**

b. **Sites Reservoir Project** (Director Chris Rehmann): Discussion regarding a potential visit to view the proposed Sites Reservoir water storage project area. *Action may be taken*.

(Pg. 85-86) c. **Assistant District Manager** (Tom Lando, District Manager): Consider Third Amendment to Assistant District Manager's Employment Agreement effective May 1, 2024. *Action may be taken*.

(Pg. 87-88) d. **District Manager**: Consider Second Amendment to District Manager's Employment Agreement effective February 24, 2024. *Action may be taken*.

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

10. **CLOSED SESSION:**

a. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (Government Code § 54957)

11. **ANNOUNCEMENT FROM CLOSED SESSION**

12. **ADJOURNMENT**

CONSENT CALENDAR
REGULAR MEETING
PARADISE IRRIGATION DISTRICT
BOARD OF DIRECTORS

WEDNESDAY, FEBRUARY 21, 2024 – 5:30 PM

AGENDA ITEM 3 – APPROVAL OF CONSENT CALENDAR:

A. APPROVAL OF MEETING AGENDA ORDER

B. APPROVAL OF MINUTES – REGULAR MEETING OF JANUARY 17, 2024
**Action Requested:** Approve Minutes for the regularly scheduled meeting of the Board of Directors on January 17, 2024.

C. APPROVAL OF MINUTES – SPECIAL MEETING OF JANUARY 30, 2024
**Action Requested**: Approve Minutes for the special meeting of the Board of Directors on January 30, 2024.

D. APPROVAL OF EXPENSE REPORT FOR JANUARY 2024
**Action Requested**: Approve payments consisting of check numbers 57850 to 58146 in the amount of $1,651,215.70, and electronic payments of $374,430.32 by EFT for the month of January 2024 for total payments of $2,025,646.02, and authorization of a similar amount allowing or adjusting for extraordinary budget or Board approved items during the month of February 2024.

E. APPROVAL OF PROPOSAL FROM TESLA TO INSTALL NEW GENERATOR CONTROLLER AT THE WATER TREATMENT PLANT).
**Action Requested**: Approve proposal from Tesla to provide and install a generator controller for the Treatment Plant generator that will work with Tesla's controller and replace the automatic transfer system at the Treatment Plant for a total cost of $24,606.00, plus travel expenses (hotel, meals, and mileage) with receipts to be provided.

F. APPROVAL OF CEQA FINDING FOR EQUALIZER TANK REPLACEMENT PROJECT:
**Action Requested:** Approve Notice of Categorical Exemption under the California Environmental Quality Act for the Equalizer Tank Replacement Project located at the Water Treatment Plant and authorize filing of the notice with the office of the Butte County Clerk-Recorder.

G. APPROVAL OF 2024 ACWA SPRING CONFERENCE ATTENDANCE – DIRECTOR REHMANN
**Action Requested**: Authorize approval of Board Member attendance to the ACWA JPIA Board of Directors meeting on May 6, 2024 and the ACWA 2024 Spring Conference & Expo May 7 – 9, 2024 in Sacramento, California. Projected expenses for conference registration, travel, lodging, and meals are $2,100.00.

H. APPROVAL OF 2024 CSDA LEADERSHIP ACADEMY CONFERENCE ATTENDANCE – DIRECTORS CHRIS REHMANN & ELLIOTT PREST
**Action Requested**: Authorize approval of Board Member attendance to the California Special District Leadership Academy Conference November 3 – 6, 2024 in San Rafael, California. Projected expenses for conference registration, travel, lodging, and meals are $,3,300.00.

I. APPROVAL OF PROPOSAL FROM GENTERRA CONSULTANTS, INC. FOR ENGINEERING SERVICES DURING CONSTRUCTION AND OBSERVATION SERVICES RELATED TO THE GABION WALL CONSTRUCTION FOR MAGALIA DAM SPILLWAY:
**Action Requested**: Approve the proposal from GENTERRA Consultants, Inc. to perform the Engineering and Observation Services during construction of the Gabion Wall for a total cost of $23,703.00.

**Tom Lando**

**From:** Kris Nikolauson [redacted]
**Sent:** Monday, January 8, 2024 3:33 PM
**To:** Tom Lando
**Subject:** Re: Subjects for the Bourd

Caution! This message was sent from outside your organization. ...ow sender | Block sender

Sounds good, thank you.

On Mon, Jan 8, 2024 at 3:08 PM Tom Lando <tlando@paradiseirrigation.com> wrote:
Thank you Kris. I'll talk to the Board President and I'll try for our February meeting I'll let you know.
Tom

On Jan 8, 2024, at 2:54 PM, Kris Nikolauson [redacted] wrote:

Dear Tom,

Thanks for talking to me today for the possibility of Loch Lomond Glen Park acquiring Column Rocks and water.

The Park is interested in having access to the column rocks located in the fenced yard near the two newly constructed water tanks on upper Skyway. They would be used for landscaping barriers in the only park located in Magalia. Since you also have a need for the rocks in erosion control in stabilizing the Magalia reservoir dam, we are only interested in the column rocks of which there seems to be few. We are hoping for a much better use due to their unusual shape. I have the ability to load and transport as needed if access could be granted.

The Park is also interested in any excess water that could be diverted down Middle Butte Creek. The Park is in desperate need to restore the pond and flow to the creek when it had flowed for over 30 years before PGE lined the Upper Centerville Canal with plastic. For many years people from Magalia, Paradise, Chico and as far away as Sacramento came for the swimming in the park pond. For the past 8 years the stream has dried up and the pond is 10 feet low and stagnate. Now families are going some place else, possibly more dangerous. My hope is for a couple CFS to be diverted above the Vandegrift Ranch directly into Desabla Reservoir and then into Middle Butte Creek via a valve below the dam or a right of way through my neighbors property for which permission has already been granted. I am sure if you could find a way to make this happen, the Community would be greatly appreciative for giving families a safe place to swim and gather for park activities. As for the Park, we would have no problems with telling people who to thank for the water. Keep in mind, this would be excess water that ends up in Butte Creek anyway. It is just taking a different route.

Thanks for your thoughtful consideration, Kris Nikolauson
Manager of LLGF

MINUTES

REGULAR MEETING
BOARD OF DIRECTORS
PARADISE IRRIGATION DISTRICT
JANUARY 17, 2024

PENDING BOARD APPROVAL

OPENING

The regular meeting of the Board of Directors of the Paradise Irrigation District (PID) was called to order at 5:30 p.m. by President Bob Matthews followed by the Pledge of Allegiance to the Flag of the United States of America.

ROLL CALL

| | |
|---|---|
| BOARD MEMBERS PRESENT: | Directors Elliott Prest, Chris Rehmann, Vice President Shelby Boston, and President Bob Matthews |
| BOARD MEMBERS ABSENT: | Division 4 Director seat vacant following the resignation of Director Marc Sulik effective December 14, 2023. |
| STAFF PRESENT: | District Manager Tom Lando, Assistant District Manager Mickey Rich, Finance Manager/Treasurer Brett Goodlin, Engineer Blaine Allen, and Secretary Georgeanna Borrayo |
| ALSO PRESENT: | PID Legal Counsel Dustin Cooper, Consultant Colleen Boak with Water Works Engineers, and Nicole Maddox with APTIM Environmental & Infrastructure, and members of the public |

PUBLIC COMMENT (Item 2)

No public comments were received.

MEETING AGENDA ORDER

President Matthews announced new business agenda item 9.b., a Resolution of Appreciation to Marc Sulik, will be moved to the beginning of the meeting.

RESOLUTION NO. 2024-01 ADOPTED

APPRECIATION PRESENTED TO MARC SULIK (Item 9.b.)

The Board of Directors expressed appreciation to Marc Sulik for his contributions and leadership during his service as a Board of Director from February 2, 2017 to December 14, 2023 and presented a framed resolution for his service to the District and the public.

It was moved by Director Boston and seconded by Director Rehmann to adopt Resolution No. 2024-01, a resolution of appreciation to Marc Sulik by the Board of Directors of the Paradise Irrigation District. Directors' votes were polled as follows by roll call:

| | |
|---|---|
| AYES: | Directors Boston, Prest, Rehmann, and President Matthews |
| NOES: | None |
| ABSENT: | Division 4 Director Seat Vacant |

**Motion passes 4-0**

CLOSED SESSION (Item 3.a. – 3.f.)

President Matthews announced the Board will adjourn to closed session to discuss agenda items 3.a. to 3.f. Following an opportunity for public comment, the Board adjourned to closed session at 5:36 p.m. regarding the following:

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

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

CONTINUED – CLOSED SESSION

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

*Closed Session Announcement: Board members considered execution of Fire Victim Trust Releases. A motion was made by Director Boston and seconded by Director Prest to authorize execution of Releases to finalize payments from the Fire Victim Trust. Motion was approved by unanimous vote 4-0.*

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

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

3.d. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957(b)). District Manager

*Closed Session Announcement: A performance evaluation discussion was held and direction provided.*

3.e. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957(b)). Assistant District Manager

*Closed Session Announcement: A performance evaluation discussion was held and direction provided.*

3.f. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957(b)). Finance & Accounting Manager

*Closed Session Announcement: A performance evaluation discussion was held and direction provided.*

CLOSED SESSION ANNOUNCEMENT (Item 4)

President Matthews reconvened the regular meeting at 6:24 p.m. and provided closed session announcement information as listed in italicized print under each closed session item above.

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

Board Members reviewed Consent Calendar items as follows:

5.a. Approval of Meeting Agenda Order
5.b. Approval of Minutes – Regular Meeting of December 20, 2023
5.c. Approval of Equipment Purchase – Bare Blower for the Water Treatment Plant

It was moved by Director Boston and seconded by Director Prest to approve the Consent Calendar.

AYES: Directors Boston, Prest, Rehmann, and President Matthews
NOES: None
ABSENT: Division 4 Director Seat Vacant
**Motion passes 4-0**

PENDING BOARD APPROVAL

ACCEPTANCE OF TREASURER'S REPORT FOR PERIOD ENDING DEC. 31, 2023
(Item 6.a.)

Board members reviewed a written Treasurer's Report prepared by Finance & Accounting Manager Brett Goodlin for the period ending December 31, 2023, highlighting the District's cash position, debt service analysis, operational overview, investment income, and grant income and reimbursements.

It was moved by Director Prest and seconded by Director Rehmann to accept the Treasurer's Report as presented for the period ending December 31, 2023.

AYES: Directors Boston, Prest, Rehmann, and President Matthews
NOES: None
ABSENT: Division 4 Director Seat Vacant
**Motion passes 4-0**

STATEMENT OF INVESTMENT POLICY
(Item 6.b.)

Finance Manager Brett Goodlin reported the District's Investment Policy requires an annual review of the policy and states the Board shall "amend it as appropriate or otherwise ratify its continuance." No changes are recommended at this time.

It was moved by Director Boston, seconded by Director Rehmann to reaffirm continuance and delegation of investment functions as provided in PID Rules and Regulations Chapter 14, Investment Policy.

AYES: Directors Boston, Prest, Rehmann, and President Matthews
NOES: None
ABSENT: Division 4 Director Seat Vacant
**Motion passes 4-0**

EXPENSE APPROVAL REPORT FOR THE MONTH OF DECEMBER 2023 APPROVED
(Item 6.c.)

Board members reviewed accounts payable expense reports for the month of December 2023. It was moved by Director Prest and seconded by Director Boston to approve payments consisting of check numbers 58074 to 58096 in the amount of $1,472,864.91, and electronic payments of $553,112.00 by EFT for the month of December 2023 for total payments of $2,025,997.91, and authorization of a similar amount allowing or adjusting for extraordinary budget or Board approved items during the month of January, 2024.

AYES: Directors Boston, Prest, Rehmann, and President Matthews
NOES: None
ABSENT: Division 4 Director Seat Vacant
**Motion passes 4-0**

MID-YEAR BUDGET REVIEW FOR 2023-2024 DIRECTION GIVEN FOR FURTHER REVIEW BY FINANCE COMMITTEE
(Item 6.d.)

Finance Manager Brett Goodlin provided a mid-year budget update for fiscal year 2024, noting regular, cash revenue budget is recommended to increase $873,000, and regular, operating expense revenue is recommended to increase $1,303,000, which leaves a year-end operating budget deficit of $195,768. Treasurer Goodlin added he anticipates further savings to be identified that will decrease the budgeted operating deficit.

Following discussion, direction was provided to staff to defer to the Finance Committee for additional review to detail the adjustments that need to be made and report back at the February Board meeting.

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

Board members reviewed written staff and consultant reports presented in the agenda packet. District Manager Tom Lando further reported the following: 1) Concerns reported from U.S. security officials about cyber threats and security measures the District has taken to protect against cyberattack; 2) A public workshop was held on Tuesday, January 16, 2024 at 5:00 p.m. to provide an overview of the Draft Municipal Services Review for PID; and 3) The Environmental review process for the Water Rights extension is anticipated to be completed in July 2024.

PENDING BOARD APPROVAL

UNFINISHED BUSINESS:

PROPOSED AMENDMENTS TO CUSTOMER ASSISTANCE PROGRAM (CAP) (Item 8.a.)

Assistant District Manager Mickey Rich reported the Customer Assistance Program (CAP) was created for low-income households in 2016 and provides a monthly $10.00 service charge subsidy to the active rate for qualified applicants paid from the District's property tax revenue.

The Board has requested a proposal for extending CAP to ready-to-serve rate customers. Many of the lots in question are investment properties. Because there are many instances where customers are preparing to rebuild the property, staff recommends the Customer Assistance Program for vacant lots be limited to a single lot per owner with an active building permit application.

Board members discussed extending the current Customer Assistance Program to vacant parcel accounts and not requiring an active building permit to qualify. Eligibility recommendations would be applied for active residential customers and one water service account for vacant land property owners with proof of income.

It was moved by Director Boston and seconded by Director Rehmann to authorize amendments to the Customer Assistance Program to approve a monthly $10.00 service charge subsidy for eligible active residential customers and up to one water service account for vacant land property owners.

AYES: Directors Boston, Prest, Rehmann, and President Matthews
NOES: None
ABSENT: Division 4 Director Seat Vacant
**Motion passes 4-0**

Staff will prepare an amendment to PID Rules and Regulations, Chapter 7.10 Customer Assistance Program, to present for approval at the February Board of Directors meeting.

NEW BUSINESS:

COMMUNITY DEVELOPMENT BLOCK GRANT – DISASTER RECOVERY SUBRECIPIENT AGREEMENT (Item 9.a.)

Staff confirmed the funding allotted to Paradise Irrigation District (PID) under the Intergovernmental Subrecipient Agreement with the Town of Paradise is $3.6 million. PID submitted a set of projects accepted by the California Department of Housing and Community Development, which included rehabilitation of the water storage tanks. The grant funding will be allocated toward this project.

It was moved by Director Rehmann and seconded by Director Prest to authorize approval of the Intergovernmental Subrecipient Agreement between the Town of Paradise and the Paradise Irrigation District to receive Community Development Block Grant – Disaster Recovery funds and authorize the District Manager to execute the Agreement on behalf of the District.

AYES: Directors Boston, Prest, Rehmann, and President Matthews
NOES: None
ABSENT: Division 4 Director Seat Vacant
**Motion passes 4-0**

2024 COMMITTEES OF THE DISTRICT (Item 9.c.)

Directors discussed potential consolidation of committees and appointment of Board Members to committees for 2024, as well as a letter of interest submitted by Marc Sulik to serve as a public member on the Community Relations Committee. The following committee assignments for 2024 were confirmed as follows:

**Standing Committees:**
**Administration & Personnel**: Directors Bob Matthews and Shelby Boston (Chairperson)

PENDING BOARD APPROVAL

| | |
|---|---|
| CONTINUED – 2024 COMMITTEES OF THE DISTRICT | **Finance:** Directors Chris Rehmann & Bob Matthews (Chairperson)<br>Addition of Marc Sulik as public member<br><br>**Community Relations**: Director Elliott Prest (Chairperson). Additional board member representation will remain vacant for new board member appointment.<br>Addition of Marc Sulik as public member<br><br>**Town of Paradise / PID Liaison**: Directors Shelby Boston and Bob Matthews<br><br>**<u>Ad Hoc Committees / Delegate Appointments</u>**:<br><br>**Ad Hoc Demonstration Garden Committee:** Consolidated under the Community Relations Committee.<br><br>**Ad Hoc Customer Recovery Support Committee discontinued**. (Moving forward, matters relating to the recovery and rebuild process will be reviewed under the Community Relations Committee).<br><br>**Ad Hoc District Manager Recruitment Committee**: Directors Bob Matthews and Shelby Boston (Co-chairpersons)<br><br>**ACWA Joint Powers Insurance Authority Director Representative & Alternate**:<br>Director Chris Rehmann- JPIA Director Representative<br>Brett Goodlin – JPID Alternate |
| MEETINGS OF THE BOARD OF DIRECTORS – REGULAR MEETINGS (Item 9.d.) | Board Members discussed the meeting time for regular meetings of the Board of Directors. Currently, the scheduled monthly meetings during the months of June and December are held during daytime hours at 8:30 a.m. and the time of all other regular meetings of the Board are conducted at 5:30 p.m. Directors expressed interest in moving all regular meetings to the evening time of 5:30 p.m. and provided direction to staff to prepare the necessary resolution and policy amendment to present at the February Board of Directors meeting. |
| DIRECTORS' COMMENTS | There were no Board of Director comments. |
| ADJOURNMENT | There being no further business, it was moved by President Matthews to adjourn the meeting. The regular meeting of the PID Board of Directors was adjourned at 7:08 p.m. |

_____ _____

Georgeanna Borrayo, Secretary Bob Matthews, President

PENDING BOARD APPROVAL

MINUTES

SPECIAL MEETING
BOARD OF DIRECTORS
PARADISE IRRIGATION DISTRICT
JANUARY 30, 2024

OPENING

The special meeting of the Board of Directors of the Paradise Irrigation District was called to order at 4:30 p.m. by President Bob Matthews followed by The Pledge of Allegiance to the Flag of the United States of America.

ROLL CALL

| | |
|---|---|
| BOARD MEMBERS PRESENT: | Directors Elliott Prest, Chris Rehmann, Vice President Shelby Boston, and President Bob Matthews |
| BOARD MEMBERS ABSENT: | Division 4 director seat vacant following the resignation of Marc Sulik effective December 14, 2023 |
| STAFF PRESENT: | District Manager Tom Lando, Administrative Assistant Sarah Fenton, and Secretary Georgeanna Borrayo |
| ALSO PRESENT: | Candidate for Division 4 Director Vacancy and member of the public |

PUBLIC PARTICIPATION

No public comments were received.

DIRECTOR VACANCY, DIVISION 4

Following the resignation of former Board member Marc Sulik effective December 14, 2023, the District issued a Press Release announcing a vacancy exists in the Office of Director, Division 4, of the Paradise Irrigation District. President Matthews noted the District received communications expressing interest in the vacancy from two eligible candidates – Patricia Guillory and Dee Riley as presented in the agenda packet; however, Dee Riley has withdrawn her application for consideration.

PATRICIA GUILLORY APPOINTED TO BOARD OF DIRECTORS (Item 3.a.)

Following a candidate interview process by the Board of Directors and opportunity for comments, it was moved by Director Boston and seconded by Elliott Prest to nominate Patricia Guillory for appointment to the Division 4 Director vacancy. Directors' votes were polled as follows by roll call vote:

AYES: Directors Shelby Boston, Elliott Prest, Chris Rehmann, & Bob Matthews
NOES: None
ABSENT: Division 4 director seat vacant
**Appointment of Patricia Guillory to the Division 4 director seat**

OATH OF OFFICE PATRICIA GUILLORY, DIRECTOR, DIV. 4 (Item 3.b.)

The Oath of Office was administered by the Secretary to Patricia Guillory to serve in the Office of Director, Division 4 until the next general election in November 2024, and thereafter until the person elected to fill the seat assumes office in December 2024 to serve the remainder of the original term – until December 4, 2026.

DIRECTORS' COMMENTS (Item 4)

No Board of Director comments were made.

PENDING BOARD APPROVAL

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|---|---|
| ADJOURNMENT OF MEETING | It was moved by President Matthews to adjourn the meeting. The special meeting was adjourned at 4:40 p.m. |

Georgeanna Borrayo, Secretary

Bob Matthews, President

PENDING BOARD APPROVAL

# PARADISE IRRIGATION DISTRICT

## Expense Approval Report
## Percentage of Total Payments* by Account
## January 1-31, 2024

*Displaying accounts greater than 1.00%

| Account Number | Account Name | Payments | % of Total |
|---|---|---|---|
| 01-70-601099 | Recovery & Capital Supplies | 1,087,317.20 | 53.68% |
| 01-70-635099 | Miscellaneous Prof. Services (Recovery) | 551,682.30 | 27.23% |
| 01-60-635099 | Miscellaneous Prof. Services | 63,264.92 | 3.12% |
| 01-122040 | Pre-Paid Insurance - Medical | 54,569.68 | 2.69% |
| 01-210030 | FICA | 42,079.78 | 2.08% |
| 01-210045 | Retirement | 37,521.98 | 1.85% |
| 01-120000 | Pre-Paid Expenses | 28,001.00 | 1.38% |
| 01-210020 | Federal Withholding | 26,813.51 | 1.32% |
| | *Remainder* | *$580,347.65* | *28.65%* |
| **Grand Total** | | **$2,025,646.02** | |

# PARADISE IRRIGATION DISTRICT

## Expense Approval Report
## Percentage of Total Payments* by Vendor
## January 1-31, 2024

*Displaying accounts greater than 1%

| Vendor | Payments | % of Total |
|---|---|---|
| RCI General Engineering | 894,410.17 | 44.15% |
| Water Works Engineers | 569,467.83 | 28.11% |
| Town of Paradise | 135,000.00 | 6.66% |
| Internal Revenue Service | 68,893.29 | 3.40% |
| ACWA/JPIA | 37,306.60 | 1.84% |
| ICMA Retirement Trust-457 | 31,475.76 | 1.55% |
| De Novo Planning Group | 27,837.62 | 1.37% |
| ACWA | 23,505.00 | 1.16% |
| *Remainder* | *$237,749.75* | *11.74%* |
| **Grand Total** | **$2,025,646.02** | |

Paradise Irrigation District

# Expense Approval Report
## By Vendor Name

Payment Dates 1/1/2024 - 1/31/2024

| Payment Date | Payment Number | Payable Number | Description (Item) | Amount |
|---|---|---|---|---|
| **Vendor: 01021 - ACWA/JPIA** | | | | |
| 01/31/2024 | 1304 | 0701684 | Life | 523.17 |
| 01/31/2024 | 1304 | 0701684 | Dental | 2,465.74 |
| 01/31/2024 | 1304 | 0701684 | Health | 33,594.46 |
| 01/31/2024 | 1304 | 0701684 | EAP | 96.72 |
| 01/31/2024 | 1304 | 0701684 | Vision | 626.51 |
| | | | **Vendor 01021 - ACWA/JPIA Total:** | **37,306.60** |
| **Vendor: 01023 - ACWA** | | | | |
| 01/05/2024 | 58101 | 2023-10 | 2024 ACWA Annual Dues | 21,825.00 |
| 01/30/2024 | DFT0007192 | SC24-INV-376 | Conference | 840.00 |
| 01/30/2024 | DFT0007193 | SC24-INV-508 | Conference | 840.00 |
| | | | **Vendor 01023 - ACWA Total:** | **23,505.00** |
| **Vendor: 03213 - Adobe Systems** | | | | |
| 01/17/2024 | DFT0007187 | 2024-01-17 | Software | 29.99 |
| | | | **Vendor 03213 - Adobe Systems Total:** | **29.99** |
| **Vendor: 03185 - Advanced Document Concepts For Business** | | | | |
| 01/25/2024 | APA001416 | INV117311 | Printing | 310.67 |
| | | | **Vendor 03185 - Advanced Document Concepts For Business Total:** | **310.67** |
| **Vendor: 02957 - Aflac** | | | | |
| 01/03/2024 | DFT0007035 | INV0007185 | Montly Invoices | 305.58 |
| 01/19/2024 | DFT0007101 | INV0007199 | Montly Invoices | 305.58 |
| | | | **Vendor 02957 - Aflac Total:** | **611.16** |
| **Vendor: 03211 - Amazon.com** | | | | |
| 01/04/2024 | DFT0007115 | 113-5592495-2701817 | Office Supplies | 52.54 |
| 01/04/2024 | DFT0007116 | 113-8049787-9021859 | Office Supplies | 153.29 |
| 01/12/2024 | DFT0007200 | 111-0516330-6619423(2) | Supplies (2) | 10.76 |
| 01/12/2024 | DFT0007123 | 111-3909042-8136213 | Supplies | 21.11 |
| 01/12/2024 | DFT0007124 | 111-5974620-2126606 | supplies | 37.66 |
| 01/12/2024 | DFT0007125 | 111-9367822-5053065 | Supplies | 55.73 |
| 01/22/2024 | DFT0007179 | 114-2732587-0589817 | Office supplies | 16.14 |
| 01/19/2024 | DFT0007114 | 112-7933279-2607455 | Supplies | 80.78 |
| 01/19/2024 | DFT0007121 | 111-0516330-6619423 | Supplies | 10.76 |
| 01/19/2024 | DFT0007126 | 111-3302402-2449855 | Supplies | 24.24 |
| 01/19/2024 | DFT0007122 | 111-4357938-9890622 | Supplies | 25.00 |
| 01/19/2024 | DFT0007144 | 112-1089706-2354666 | Office supplies | 146.25 |
| 01/22/2024 | DFT0007180 | 113-4916032-9223432 | Office supplies | 142.80 |
| 01/22/2024 | DFT0007136 | 112-4109400-2010602 | Office supplies | 236.56 |
| 01/27/2024 | DFT0007199 | 111-9367822-5053065(2) | Supplies | 40.24 |
| | | | **Vendor 03211 - Amazon.com Total:** | **1,053.86** |
| **Vendor: 01068 - Aramark Uniform Services** | | | | |
| 01/09/2024 | DFT0007082 | 5066455517 | Uniforms | 255.67 |
| 01/09/2024 | DFT0007082 | 5066455518 | Uniforms | 147.85 |
| 01/09/2024 | DFT0007082 | 5066460720 | Uniforms | 225.16 |
| 01/09/2024 | DFT0007082 | 5066460721 | Uniforms | 147.85 |
| 01/09/2024 | DFT0007082 | 5066466262 | Uniforms | 222.10 |
| 01/09/2024 | DFT0007082 | 5066466263 | Uniforms | 147.85 |
| 01/09/2024 | DFT0007082 | 5066471742 | Uniforms | 225.10 |
| 01/09/2024 | DFT0007082 | 5066471743 | Uniforms | 147.85 |
| | | | **Vendor 01068 - Aramark Uniform Services Total:** | **1,519.43** |
| **Vendor: 01074 - Asbury Enviromental Service** | | | | |
| 01/25/2024 | APA001417 | I500-01017156 | Used Oil Pick Up | 100.00 |
| | | | **Vendor 01074 - Asbury Enviromental Service Total:** | **100.00** |

| Payment Date | Payment Number | Payable Number | Description (Item) | Amount |
|---|---|---|---|---|
| **Vendor: 01082 - AT&T** | | | | |
| 01/25/2024 | APA001418 | 20980674 | Office telephones | 764.08 |
| | | | **Vendor 01082 - AT&T Total:** | **764.08** |
| **Vendor: 01090 - AWWA** | | | | |
| 01/26/2024 | DFT0007182 | 138579 | Training | 285.00 |
| 01/17/2024 | DFT0007181 | 138680 | Training | 285.00 |
| 01/18/2024 | DFT0007183 | 138886 | Training | 210.00 |
| | | | **Vendor 01090 - AWWA Total:** | **780.00** |
| **Vendor: 03303 - Barewood Inc** | | | | |
| 01/04/2024 | DFT0007058 | 7730-1 | Admin office furniture | 10,140.40 |
| 01/04/2024 | DFT0007059 | 7943-1 | Office chairs | 2,153.53 |
| | | | **Vendor 03303 - Barewood Inc Total:** | **12,293.93** |
| **Vendor: 03336 - Brixmor Property Group** | | | | |
| 01/22/2024 | DFT0007134 | 0201596018(dep) | Mistaken payment | -1,357.20 |
| 01/30/2024 | 58144 | 0201596018 | Refund | 1,357.20 |
| | | | **Vendor 03336 - Brixmor Property Group Total:** | **0.00** |
| **Vendor: 01942 - Butte Co - Neal Rd Landfill** | | | | |
| 01/05/2024 | APA001385 | 21576 | Disposal | 534.36 |
| 01/25/2024 | APA001419 | 21666 | Small tools | 21.06 |
| 01/25/2024 | APA001419 | 21637 | Landfill | 331.82 |
| 01/30/2024 | APA001439 | 21722 | Green Waste | 50.01 |
| | | | **Vendor 01942 - Butte Co - Neal Rd Landfill Total:** | **937.25** |
| **Vendor: 03245 - Butte Creek BBQ Co** | | | | |
| 01/11/2024 | DFT0007098 | 1313 | Employee Recognition | 4,651.38 |
| | | | **Vendor 03245 - Butte Creek BBQ Co Total:** | **4,651.38** |
| **Vendor: 03333 - Butte Roofing Company, Inc** | | | | |
| 01/25/2024 | APA001420 | 23892-1 | Roof repair | 295.00 |
| | | | **Vendor 03333 - Butte Roofing Company, Inc Total:** | **295.00** |
| **Vendor: 01222 - Buttes Pipe** | | | | |
| 01/17/2024 | DFT0007190 | S013456854.001 | 4" weld flange | 152.96 |
| 01/30/2024 | APA001440 | S013515251 | Supplies | 123.31 |
| 01/25/2024 | APA001421 | S013542135.001 | 12" weld flange | 456.68 |
| | | | **Vendor 01222 - Buttes Pipe Total:** | **732.95** |
| **Vendor: 03332 - California Service Tool** | | | | |
| 01/25/2024 | APA001422 | S5727923.001 | sawzall | 451.40 |
| | | | **Vendor 03332 - California Service Tool Total:** | **451.40** |
| **Vendor: 01247 - Capra, Laura** | | | | |
| 01/17/2024 | DFT0007148 | 2024-01 | Medical reimbursement | 174.70 |
| | | | **Vendor 01247 - Capra, Laura Total:** | **174.70** |
| **Vendor: 01266 - Cedar Creek Publishing** | | | | |
| 01/05/2024 | APA001386 | 240102_P1 | Community Relations | 831.25 |
| | | | **Vendor 01266 - Cedar Creek Publishing Total:** | **831.25** |
| **Vendor: 03194 - Cintas Corporation** | | | | |
| 01/17/2024 | DFT0007113 | 5189226938 | First Aid Supplies | 82.22 |
| 01/10/2024 | DFT0007034 | 5189226993 | First Aid | 424.54 |
| | | | **Vendor 03194 - Cintas Corporation Total:** | **506.76** |
| **Vendor: 03262 - Citrix Systems, Inc** | | | | |
| 01/23/2024 | DFT0007139 | 440000612640 | Software | 10.19 |
| | | | **Vendor 03262 - Citrix Systems, Inc Total:** | **10.19** |
| **Vendor: 03341 - CivicPlus** | | | | |
| 01/30/2024 | APA001441 | 281044 | Website hosting services | 18,396.70 |
| | | | **Vendor 03341 - CivicPlus Total:** | **18,396.70** |
| **Vendor: 01320 - Comcast** | | | | |
| 01/15/2024 | DFT0007027 | 2023-12 | Utilities - Internet | 101.85 |
| 01/15/2024 | DFT0007027 | 2023-12 | Utilities - Television | 150.58 |
| 01/15/2024 | DFT0007027 | 2023-12 | Utilities - Television | 79.46 |

| Payment Date | Payment Number | Payable Number | Description (Item) | Amount |
|---|---|---|---|---|
| 01/10/2024 | DFT0007076 | 190182215 | Office Internet | 851.42 |
| | | | **Vendor 01320 - Comcast Total:** | **1,183.31** |
| **Vendor: 03203 - Constant Contact** | | | | |
| 01/15/2024 | DFT0007117 | 2024-01 | Software | 145.00 |
| | | | **Vendor 03203 - Constant Contact Total:** | **145.00** |
| **Vendor: 03297 - Costco Wholesale** | | | | |
| 01/02/2024 | DFT0007051 | 00004258 | Office supplies | 17.97 |
| | | | **Vendor 03297 - Costco Wholesale Total:** | **17.97** |
| **Vendor: 01403 - De Novo Planning Group** | | | | |
| 01/30/2024 | APA001442 | 4094 | Water Rights | 13,191.87 |
| 01/30/2024 | APA001442 | 4127 | Water Rights | 14,645.75 |
| | | | **Vendor 01403 - De Novo Planning Group Total:** | **27,837.62** |
| **Vendor: 03308 - DoorDash** | | | | |
| 01/16/2024 | DFT0007135 | 2024-01 | Safety / Training Lunch | 469.82 |
| | | | **Vendor 03308 - DoorDash Total:** | **469.82** |
| **Vendor: 02888 - Elecsys International Corporation** | | | | |
| 01/25/2024 | APA001423 | SIP-E188608 | Misc. Supplies | 10.00 |
| | | | **Vendor 02888 - Elecsys International Corporation Total:** | **10.00** |
| **Vendor: 01480 - Employment Development Dept.** | | | | |
| 01/06/2024 | DFT0007042 | INV0007194 | State Income Tax Withholding | 5,328.92 |
| 01/06/2024 | DFT0007045 | INV0007197 | State Disability Withholding | 1,535.10 |
| 01/22/2024 | DFT0007108 | INV0007208 | State Income Tax Withholding | 5,173.85 |
| 01/22/2024 | DFT0007111 | INV0007211 | State Disability Withholding | 1,487.30 |
| | | | **Vendor 01480 - Employment Development Dept. Total:** | **13,525.17** |
| **Vendor: 01501 - Enloe Medical Center** | | | | |
| 01/09/2024 | DFT0007078 | 2023-10 | Pre-employment | 814.00 |
| 01/09/2024 | DFT0007078 | 2023-10 | Pre-employment | 516.00 |
| 01/09/2024 | DFT0007079 | 2023-11-20 | Pre-Employment | 218.00 |
| | | | **Vendor 01501 - Enloe Medical Center Total:** | **1,548.00** |
| **Vendor: 01275 - Enterprise Record** | | | | |
| 01/11/2024 | DFT0007185 | 2024-01-10 | Public notice | 16.00 |
| | | | **Vendor 01275 - Enterprise Record Total:** | **16.00** |
| **Vendor: 01521 - Fastenal Co** | | | | |
| 01/25/2024 | APA001424 | CACH124715 | Supplies | 457.27 |
| | | | **Vendor 01521 - Fastenal Co Total:** | **457.27** |
| **Vendor: 03041 - Fechter & Company, CPA's** | | | | |
| 01/05/2024 | 58102 | 2585 | Financial audit | 14,809.00 |
| | | | **Vendor 03041 - Fechter & Company, CPA's Total:** | **14,809.00** |
| **Vendor: 01527 - Ferguson Enterprises, Inc** | | | | |
| 01/30/2024 | APA001443 | 1836038 | PE pinchers | 926.64 |
| | | | **Vendor 01527 - Ferguson Enterprises, Inc Total:** | **926.64** |
| **Vendor: 01528 - FGL Environmental** | | | | |
| 01/05/2024 | APA001387 | 379618A | Water quality sampling | 62.00 |
| 01/05/2024 | APA001387 | 379970A | Water quality sampling | 31.00 |
| 01/05/2024 | APA001387 | 390073A | Water quality sampling | 28.00 |
| 01/05/2024 | APA001387 | 390075A | Water quality sampling | 28.00 |
| 01/05/2024 | APA001387 | 390392A | Water quality sampling | 53.00 |
| 01/05/2024 | APA001387 | 390176A | Water quality sampling | 28.00 |
| 01/05/2024 | APA001387 | 390177A | Water quality sampling | 28.00 |
| 01/05/2024 | APA001387 | 390256A | Water quality sampling | 61.00 |
| 01/05/2024 | APA001387 | 390257A | Water quality sampling | 103.00 |
| 01/05/2024 | APA001387 | 390352A | Water quality sampling | 302.00 |
| 01/05/2024 | APA001387 | 390492A | Water quality sampling | 28.00 |
| 01/05/2024 | APA001387 | 390505A | Water quality sampling | 103.00 |
| 01/05/2024 | APA001387 | 390391A | Water quality sampling | 426.00 |
| 01/05/2024 | APA001387 | 390597A | Water quality sampling | 30.00 |

| Payment Date | Payment Number | Payable Number | Description (Item) | Amount |
|---|---|---|---|---|
| 01/05/2024 | APA001387 | 390359A | Water quality sampling | 45.00 |
| 01/05/2024 | APA001387 | 390593A | Water quality sampling | 28.00 |
| 01/05/2024 | APA001387 | 390706A | Water quality sampling | 28.00 |
| 01/05/2024 | APA001387 | 390636A | Water quality sampling | 103.00 |
| 01/30/2024 | APA001444 | 390726A | Water quality sampling | 31.00 |
| 01/30/2024 | APA001444 | 390848A | Water quality sampling | 103.00 |
| | | | **Vendor 01528 - FGL Environmental Total:** | **1,649.00** |
| **Vendor: 02945 - Fiserv Solutions, LLC** | | | | |
| 01/30/2024 | APA001445 | 90303701 | Processing fees | 13.38 |
| 01/30/2024 | APA001445 | 90341656 | Service fee | 13.33 |
| | | | **Vendor 02945 - Fiserv Solutions, LLC Total:** | **26.71** |
| **Vendor: 01548 - Foothill Mill & Lumber Co.** | | | | |
| 01/30/2024 | APA001446 | 1161811 | Supplies | 77.85 |
| 01/30/2024 | APA001446 | 1161828 | Supplies | 77.85 |
| | | | **Vendor 01548 - Foothill Mill & Lumber Co. Total:** | **155.70** |
| **Vendor: 03309 - GoDaddy** | | | | |
| 01/17/2024 | DFT0007188 | 2024-01-19 | Software | 22.17 |
| | | | **Vendor 03309 - GoDaddy Total:** | **22.17** |
| **Vendor: 03328 - Google** | | | | |
| 01/31/2024 | DFT0007184 | 2024-01 | Software | 1.99 |
| | | | **Vendor 03328 - Google Total:** | **1.99** |
| **Vendor: 01616 - Grainger Inc** | | | | |
| 01/09/2024 | DFT0007083 | 9939479912 | Repair parts | 664.76 |
| 01/09/2024 | DFT0007083 | 9946173490 | Safety supplies | 292.12 |
| | | | **Vendor 01616 - Grainger Inc Total:** | **956.88** |
| **Vendor: 01649 - Harbor Freight Tools** | | | | |
| 01/12/2024 | DFT0007201 | 2024-01 | Supplies | 190.47 |
| | | | **Vendor 01649 - Harbor Freight Tools Total:** | **190.47** |
| **Vendor: 03301 - Hotel** | | | | |
| 01/26/2024 | DFT0007141 | 96918684 | Employee Training | 964.41 |
| 01/26/2024 | DFT0007142 | 96929289 | Employee Training | 558.44 |
| | | | **Vendor 03301 - Hotel Total:** | **1,522.85** |
| **Vendor: 01705 - Hunt & Sons, Inc.** | | | | |
| 01/30/2024 | APA001447 | 278770 (2) | Fuel | 1,236.58 |
| 01/05/2024 | APA001388 | 322411-C | Fuel | -826.67 |
| 01/05/2024 | APA001388 | 774236 | 115gals. unleaded gasoline | 456.88 |
| 01/05/2024 | APA001388 | 774237 | 712gals. clear diesel | 3,233.41 |
| 01/05/2024 | APA001388 | 784895 | 57gals. dyed diesel | 221.81 |
| 01/25/2024 | APA001425 | 785453 | 165gals. unleaded gasoline | 716.48 |
| 01/25/2024 | APA001425 | 791280 | 125gals. unleaded gasoline | 545.34 |
| 01/25/2024 | APA001425 | 800322 | 100gals. unleaded gasoline | 386.00 |
| 01/30/2024 | APA001447 | 802469 | 125gals. unleaded gasoline | 484.98 |
| 01/30/2024 | APA001447 | 819270 | 140gals. unleaded gasoline | 568.62 |
| | | | **Vendor 01705 - Hunt & Sons, Inc. Total:** | **7,023.43** |
| **Vendor: 02834 - Hydrotec Solution, Inc.** | | | | |
| 01/05/2024 | APA001389 | 34848 | Maintenance | 295.00 |
| | | | **Vendor 02834 - Hydrotec Solution, Inc. Total:** | **295.00** |
| **Vendor: 01713 - I.B.E.W. Local Union 1245** | | | | |
| 01/11/2024 | APA001411 | INV0007192 | Union Dues | -42.00 |
| 01/11/2024 | APA001411 | INV0007192 | Union Dues | 943.78 |
| 01/25/2024 | APA001426 | INV0007206 | Union Dues | -42.00 |
| 01/25/2024 | APA001426 | INV0007206 | Union Dues | 943.78 |
| | | | **Vendor 01713 - I.B.E.W. Local Union 1245 Total:** | **1,803.56** |
| **Vendor: 01716 - ICMA Retirement Trust-401** | | | | |
| 01/03/2024 | DFT0007037 | INV0007187 | Retirement - 401(a) Match | 3,034.70 |

| Payment Date | Payment Number | Payable Number | Description (Item) | Amount |
|---|---|---|---|---|
| 01/19/2024 | DFT0007103 | INV0007201 | Retirement - 401(a) Match | 3,011.52 |
| | | | **Vendor 01716 - ICMA Retirement Trust-401 Total:** | **6,046.22** |
| **Vendor: 01715 - ICMA Retirement Trust-457** | | | | |
| 01/03/2024 | DFT0007038 | INV0007188 | Retirement Trust - 457 | 3,034.70 |
| 01/03/2024 | DFT0007039 | INV0007189 | Deferred Comp 457 | 9,737.05 |
| 01/03/2024 | DFT0007040 | INV0007190 | Retirement Trust - 457 | 2,097.15 |
| 01/03/2024 | DFT0007041 | INV0007191 | Retirement Trust - 457 | 948.14 |
| 01/19/2024 | DFT0007104 | INV0007202 | Retirement Trust - 457 | 3,011.52 |
| 01/19/2024 | DFT0007105 | INV0007203 | Deferred Comp 457 | 9,667.46 |
| 01/19/2024 | DFT0007106 | INV0007204 | Retirement Trust - 457 | 2,031.60 |
| 01/19/2024 | DFT0007107 | INV0007205 | Retirement Trust - 457 | 948.14 |
| | | | **Vendor 01715 - ICMA Retirement Trust-457 Total:** | **31,475.76** |
| **Vendor: 01730 - Industrial Power Products** | | | | |
| 01/30/2024 | APA001448 | 392068 | Supplies | 332.68 |
| | | | **Vendor 01730 - Industrial Power Products Total:** | **332.68** |
| **Vendor: 01731 - Internal Revenue Service** | | | | |
| 01/06/2024 | DFT0007043 | INV0007195 | FICA Withholding | 17,358.52 |
| 01/06/2024 | DFT0007044 | INV0007196 | Fed Withholding | 13,632.93 |
| 01/06/2024 | DFT0007046 | INV0007198 | Medicare WIthholding | 4,059.64 |
| 01/22/2024 | DFT0007109 | INV0007209 | FICA Withholding | 16,745.34 |
| 01/22/2024 | DFT0007110 | INV0007210 | Fed Withholding | 13,180.58 |
| 01/22/2024 | DFT0007112 | INV0007212 | Medicare WIthholding | 3,916.28 |
| | | | **Vendor 01731 - Internal Revenue Service Total:** | **68,893.29** |
| **Vendor: 03057 - International Brotherhood of 137 TCWH** | | | | |
| 01/11/2024 | APA001412 | INV0007193 | Union Dues Teamsters | 476.32 |
| 01/25/2024 | APA001427 | INV0007207 | Union Dues Teamsters | 476.32 |
| | | | **Vendor 03057 - International Brotherhood of 137 TCWH Total:** | **952.64** |
| **Vendor: 03102 - Johnny on the Spot Portable Toilets Inc.** | | | | |
| 01/29/2024 | DFT0007147 | I59065 | Equipment Rental | 188.30 |
| | | | **Vendor 03102 - Johnny on the Spot Portable Toilets Inc. Total:** | **188.30** |
| **Vendor: 01780 - Kimball Midwest** | | | | |
| 01/25/2024 | APA001428 | 101782298 | Supplies | 121.49 |
| | | | **Vendor 01780 - Kimball Midwest Total:** | **121.49** |
| **Vendor: 03338 - Kiser CPR & First Aid** | | | | |
| 01/26/2024 | DFT0007138 | 5645 | Safety Training | 238.00 |
| 01/26/2024 | DFT0007138 | 5645 | Safety Training | 654.50 |
| 01/26/2024 | DFT0007138 | 5645 | Safety Training | 357.00 |
| 01/26/2024 | DFT0007138 | 5645 | Safety Training | 654.50 |
| | | | **Vendor 03338 - Kiser CPR & First Aid Total:** | **1,904.00** |
| **Vendor: 01790 - Knife River Construction** | | | | |
| 01/30/2024 | APA001449 | 298189 | Materials | 841.92 |
| | | | **Vendor 01790 - Knife River Construction Total:** | **841.92** |
| **Vendor: 03339 - Lenovo** | | | | |
| 01/23/2024 | DFT0007140 | 4644793372 | Computer | 1,032.57 |
| | | | **Vendor 03339 - Lenovo Total:** | **1,032.57** |
| **Vendor: 01828 - Les Schwab Tire Center** | | | | |
| 01/05/2024 | APA001390 | 60700412480 | Vehicle maintenance | 378.63 |
| 01/23/2024 | DFT0007133 | APA001390 | Double payment | -378.63 |
| | | | **Vendor 01828 - Les Schwab Tire Center Total:** | **0.00** |
| **Vendor: 03315 - Microsoft** | | | | |
| 01/15/2024 | DFT0007186 | 2024-01-14 | Software | 276.00 |
| | | | **Vendor 03315 - Microsoft Total:** | **276.00** |
| **Vendor: 01905 - Minasian Law** | | | | |
| 01/25/2024 | APA001429 | 2023-12 | Legal | 9,889.15 |
| | | | **Vendor 01905 - Minasian Law Total:** | **9,889.15** |

| Payment Date | Payment Number | Payable Number | Description (Item) | Amount |
|---|---|---|---|---|
| **Vendor: 03045 - N.C.G.T. SECURITY FUND** | | | | |
| 01/10/2024 | 1303 | 2024-01 | Employee Medical | 17,467.00 |
| | | | **Vendor 03045 - N.C.G.T. SECURITY FUND Total:** | **17,467.00** |
| **Vendor: 02981 - Nor Cal Seamless** | | | | |
| 01/25/2024 | APA001430 | 14826 | Gutter install | 3,820.00 |
| | | | **Vendor 02981 - Nor Cal Seamless Total:** | **3,820.00** |
| **Vendor: 01960 - Normac** | | | | |
| 01/09/2024 | DFT0007085 | 0013699936-001 | 72" hand pump | 113.73 |
| 01/09/2024 | DFT0007085 | 0013699936-001 | insulated shovel | 306.76 |
| | | | **Vendor 01960 - Normac Total:** | **420.49** |
| **Vendor: 01980 - Northern Recycling & Waste Srvs** | | | | |
| 01/04/2024 | DFT0007056 | 2023-12 (Green) | Green Waste | 332.00 |
| 01/04/2024 | DFT0007055 | 2024-01 | Garbage Service | -21.11 |
| 01/04/2024 | DFT0007055 | 2024-01 | Garbage Service | 58.61 |
| 01/04/2024 | DFT0007055 | 2024-01 | Garbage Service | 185.59 |
| 01/04/2024 | DFT0007055 | 2024-01 | Garbage Service | 64.47 |
| | | | **Vendor 01980 - Northern Recycling & Waste Srvs Total:** | **619.56** |
| **Vendor: 01950 - Northstate Aggregate, Inc.** | | | | |
| 01/11/2024 | APA001413 | 2023-12 | Base rock | 950.42 |
| 01/11/2024 | APA001413 | 2023-12 | Sand | 552.23 |
| | | | **Vendor 01950 - Northstate Aggregate, Inc. Total:** | **1,502.65** |
| **Vendor: 01995 - Office Depot** | | | | |
| 01/18/2024 | DFT0007128 | 2024-01 OF | Office Supplies | 81.13 |
| | | | **Vendor 01995 - Office Depot Total:** | **81.13** |
| **Vendor: 02005 - Olin Corp** | | | | |
| 01/30/2024 | APA001450 | 900373857 | Sodium Hypochlorite | 11,700.81 |
| | | | **Vendor 02005 - Olin Corp Total:** | **11,700.81** |
| **Vendor: 01538 - O'Reilly Auto Parts** | | | | |
| 01/05/2024 | APA001391 | 3534-117772 | Repair parts Unit #84 | 116.20 |
| 01/25/2024 | APA001431 | 3534-118459 | Repair parts | 125.33 |
| 01/25/2024 | APA001431 | 3524-119214 | Vehicle maintenance | 32.25 |
| 01/25/2024 | APA001431 | 3534-119171 | Vehicle maintenance | 188.26 |
| 01/25/2024 | APA001431 | 3534-119238 | Repair parts | 77.62 |
| 01/30/2024 | APA001451 | 3534-119784 | Supplies | 71.05 |
| | | | **Vendor 01538 - O'Reilly Auto Parts Total:** | **610.71** |
| **Vendor: 03010 - Oroville Ford** | | | | |
| 01/25/2024 | APA001432 | 41923 | mirror for unit 10 | 432.74 |
| 01/25/2024 | APA001432 | 42023 | brake bulbs | 142.67 |
| | | | **Vendor 03010 - Oroville Ford Total:** | **575.41** |
| **Vendor: 03187 - Pace Analytical Services LLC** | | | | |
| 01/10/2024 | DFT0007093 | 2310054-28 | Water sample testing | 333.00 |
| 01/10/2024 | DFT0007093 | 2310054-28 | Water sample testing | 8.33 |
| 01/10/2024 | DFT0007095 | 2310487-28 | Water sample testing | 333.00 |
| 01/10/2024 | DFT0007095 | 2310487-28 | Water sample testing | 8.33 |
| 01/10/2024 | DFT0007094 | 2310743-28 | Water sample testing | 333.00 |
| 01/10/2024 | DFT0007094 | 2310743-28 | Water sample testing | 8.33 |
| 01/10/2024 | DFT0007092 | 2310753-28 | Water sample testing | 333.00 |
| 01/10/2024 | DFT0007092 | 2310753-28 | Water sample testing | 8.33 |
| 01/10/2024 | DFT0007096 | 2311161-28 | Water sample testing | 333.00 |
| 01/10/2024 | DFT0007096 | 2311161-28 | Water sample testing | 8.33 |
| 01/10/2024 | DFT0007097 | 2310898-28 | Water sample testing | 333.00 |
| 01/10/2024 | DFT0007097 | 2310898-28 | Water sample testing | 8.33 |
| | | | **Vendor 03187 - Pace Analytical Services LLC Total:** | **2,047.98** |
| **Vendor: 02030 - Pace Supply** | | | | |
| 01/04/2024 | DFT0007054 | 069015448 | 3/4" pack joint | 179.69 |
| 01/04/2024 | DFT0007054 | 088532397-7 | Wye - Serv Brass - 2'' x 1'' Co... | 1,878.34 |
| 01/04/2024 | DFT0007054 | 088532397-8 | Angle Stop - Serv Brass - 1 ' x F... | 1,728.04 |

| Payment Date | Payment Number | Payable Number | Description (Item) | Amount |
|---|---|---|---|---|
| 01/09/2024 | DFT0007086 | 89142687 | 1-1/2 x 6 brass nipple | 431.86 |
| 01/09/2024 | DFT0007086 | 89142687 | 1-1/2 x 4 brass nipple | 292.22 |
| 01/09/2024 | DFT0007086 | 89142687 | 1-1/2" brass coupling | 281.10 |
| 01/09/2024 | DFT0007086 | 89142687 | 1" flex coupling | 223.53 |
| 01/09/2024 | DFT0007086 | 89142687 | 1" close brass nipple | 174.02 |
| 01/09/2024 | DFT0007086 | 89142687 | 1-1/4" flex coupling | 140.16 |
| 01/09/2024 | DFT0007086 | 89142687 | 2" flex coupling | 136.28 |
| 01/09/2024 | DFT0007086 | 89142687 | 1 x 6 brass nipple | 551.68 |
| 01/09/2024 | DFT0007086 | 89142687 | 2" brass coupling | 479.05 |
| | | | **Vendor 02030 - Pace Supply Total:** | **6,495.97** |
| **Vendor: 02081 - Pacific Gas & Electric Company** | | | | |
| 01/31/2024 | DFT0007177 | 2024-01.1 | Utilities | 19,998.65 |
| 01/31/2024 | DFT0007177 | 2024-01.1 | Utilities | 1.35 |
| | | | **Vendor 02081 - Pacific Gas & Electric Company Total:** | **20,000.00** |
| **Vendor: 02059 - Payless Building Supply** | | | | |
| 01/30/2024 | APA001452 | 196867 | Landscape | 106.38 |
| | | | **Vendor 02059 - Payless Building Supply Total:** | **106.38** |
| **Vendor: 02070 - Peterson** | | | | |
| 01/25/2024 | APA001433 | PC010230620 | Supplies | 352.68 |
| 01/30/2024 | APA001453 | PC010230728 | Supplies | 384.01 |
| | | | **Vendor 02070 - Peterson Total:** | **736.69** |
| **Vendor: 02091 - Pitney Bowes** | | | | |
| 01/03/2024 | DFT0007087 | 3106480949 | Postage meter | 1,108.00 |
| 01/30/2024 | DFT0007149 | 3106449580 | Postage | 376.71 |
| 01/22/2024 | DFT0007132 | 2024-01 | Postage | 1,000.00 |
| | | | **Vendor 02091 - Pitney Bowes Total:** | **2,484.71** |
| **Vendor: 03048 - Plan B Professional Answering Service** | | | | |
| 01/11/2024 | APA001414 | 2023-12-31 | Answering Service | 160.00 |
| | | | **Vendor 03048 - Plan B Professional Answering Service Total:** | **160.00** |
| **Vendor: 03167 - RCI General Engineering** | | | | |
| 01/09/2024 | 58106 | 2023-10 MISLR2 | MISLR2 | -2,604.06 |
| 01/09/2024 | 58106 | 2023-10 MISLR2 | MISLR2 | 52,081.20 |
| 01/11/2024 | 58108 | 2023-10 MISLR3 | MISLR Phase 3 | -44,470.16 |
| 01/11/2024 | 58108 | 2023-10 MISLR3 | MISLR Phase 3 | 889,403.19 |
| | | | **Vendor 03167 - RCI General Engineering Total:** | **894,410.17** |
| **Vendor: 02057 - Riebes Auto Parts** | | | | |
| 01/05/2024 | APA001392 | 5356-139648 | Supplies | 41.13 |
| | | | **Vendor 02057 - Riebes Auto Parts Total:** | **41.13** |
| **Vendor: 03232 - RoadSafe Traffic Systems, Inc** | | | | |
| 01/25/2024 | APA001434 | 193311 | Safety Supplies | 1,557.80 |
| | | | **Vendor 03232 - RoadSafe Traffic Systems, Inc Total:** | **1,557.80** |
| **Vendor: 03306 - Save Mart** | | | | |
| 01/18/2024 | DFT0007129 | 2024-01 L&L | Lunch & Learn | 113.87 |
| | | | **Vendor 03306 - Save Mart Total:** | **113.87** |
| **Vendor: 03291 - Seat Covers Unlimited** | | | | |
| 01/10/2024 | DFT0007118 | 580416U | Seat covers | 624.00 |
| | | | **Vendor 03291 - Seat Covers Unlimited Total:** | **624.00** |
| **Vendor: 03153 - Slate Geotechnical Consultants, Inc.** | | | | |
| 01/09/2024 | 58107 | 2255 | 23-062-01 Magalia Dam Final ... | 10,832.81 |
| | | | **Vendor 03153 - Slate Geotechnical Consultants, Inc. Total:** | **10,832.81** |
| **Vendor: 03273 - Snap-On Credit LLC** | | | | |
| 01/02/2024 | DFT0007088 | 2023-10 | Software | 99.00 |
| 01/01/2024 | DFT0007030 | INV0007165 | Zeus Software | 99.00 |
| | | | **Vendor 03273 - Snap-On Credit LLC Total:** | **198.00** |
| **Vendor: 03210 - Spatial Networks, Inc.** | | | | |
| 01/01/2024 | DFT0007069 | 7E7049A6-0054 | Software | 736.00 |

| Payment Date | Payment Number | Payable Number | Description (Item) | Amount |
|---|---|---|---|---|
| 01/06/2024 | DFT0007080 | 7E7049A6-0055 | Field software, Fulcrum | 6,176.00 |
| 01/06/2024 | DFT0007081 | 7E7049A6-0055-CN-01 | Field software | -736.00 |
| | | | **Vendor 03210 - Spatial Networks, Inc. Total:** | **6,176.00** |
| **Vendor: 02292 - Standard Insurance Company** | | | | |
| 01/05/2024 | APA001393 | 2023-12 | LT Disibility | 143.00 |
| 01/05/2024 | APA001393 | 2023-12 | ST Disability | 22.00 |
| 01/05/2024 | APA001393 | 2023-12 | LT Disibility | 202.55 |
| 01/05/2024 | APA001393 | 2023-12 | ST Disability | 31.16 |
| 01/05/2024 | APA001393 | 2023-12 | LT Disibility | 93.65 |
| 01/05/2024 | APA001393 | 2023-12 | ST Disability | 14.41 |
| 01/05/2024 | APA001393 | 2023-12 | LT Disibility | 233.88 |
| 01/05/2024 | APA001393 | 2023-12 | ST Disability | 35.98 |
| | | | **Vendor 02292 - Standard Insurance Company Total:** | **776.63** |
| **Vendor: 03061 - Sterling Health Services, Inc DBA** | | | | |
| 01/03/2024 | DFT0007036 | INV0007186 | HSA Contribution | 167.30 |
| 01/19/2024 | DFT0007102 | INV0007200 | HSA Contribution | 167.30 |
| | | | **Vendor 03061 - Sterling Health Services, Inc DBA Total:** | **334.60** |
| **Vendor: 02332 - SWRCB** | | | | |
| 01/05/2024 | 58103 | WD-0262176 | SWRCB Annual Permit Fee FY… | 34.00 |
| 01/08/2024 | 957850 | R5-2023-0530 | Waste Discharge Penalty | 6,000.00 |
| | | | **Vendor 02332 - SWRCB Total:** | **6,034.00** |
| **Vendor: 02808 - The UPS Store** | | | | |
| 01/30/2024 | APA001454 | 2024-01-16 | Postage | 175.99 |
| | | | **Vendor 02808 - The UPS Store Total:** | **175.99** |
| **Vendor: 02362 - Thomas Ace Hardware** | | | | |
| 01/05/2024 | 58104 | 222440 | Supplies | 5.23 |
| 01/05/2024 | 58104 | 222483 | Supplies | 6.43 |
| 01/05/2024 | 58104 | 222863 | Supplies | 183.08 |
| 01/05/2024 | 58104 | 223054 | Supplies | 15.98 |
| 01/05/2024 | 58104 | 223233 | Supplies | 0.33 |
| 01/05/2024 | 58104 | 223268 | Supplies | 424.23 |
| 01/05/2024 | 58104 | 223270 | Supplies | 18.12 |
| 01/05/2024 | 58104 | 223290 | Supplies | 3.69 |
| 01/05/2024 | 58104 | 223309 | Supplies | 16.67 |
| 01/05/2024 | 58104 | 223346 | Supplies | 47.77 |
| 01/05/2024 | 58104 | 223360 | Supplies | 131.94 |
| 01/30/2024 | APA001455 | 223628 | Supplies | 166.69 |
| 01/30/2024 | APA001455 | 223658 | Supplies | 5.98 |
| 01/30/2024 | APA001455 | 223660 | Supplies | 58.35 |
| 01/30/2024 | APA001455 | 223698 | Supplies | 15.51 |
| 01/30/2024 | APA001455 | 223705 | Supplies | 13.40 |
| 01/30/2024 | APA001455 | 223745 | Supplies | 9.95 |
| 01/30/2024 | APA001455 | 223798 | Supplies | 63.14 |
| 01/30/2024 | APA001455 | 223818 | Supplies | 19.35 |
| 01/30/2024 | APA001455 | 223936 | Supplies | 91.37 |
| 01/30/2024 | APA001455 | 223955 | Supplies | 144.83 |
| 01/30/2024 | APA001455 | 224112 | Supplies | 23.37 |
| 01/30/2024 | APA001455 | 224133 | Supplies | 109.91 |
| 01/30/2024 | APA001455 | 224169 | Supplies | 176.90 |
| 01/30/2024 | APA001455 | 223926 | Supplies | 74.70 |
| 01/30/2024 | APA001455 | 224294 | Supplies | 5.69 |
| 01/30/2024 | APA001455 | 224295 | Supplies | 11.87 |
| 01/30/2024 | APA001455 | 224472 | Supplies | 14.33 |
| 01/30/2024 | APA001455 | 224490 | Supplies | 5.59 |
| 01/30/2024 | APA001455 | 224554 | Supplies | 17.43 |
| 01/30/2024 | APA001455 | 224582 | Supplies | 21.43 |
| 01/30/2024 | APA001455 | 224609 | Supplies | 14.08 |
| 01/30/2024 | APA001455 | 224760 | Supplies | 12.43 |
| 01/30/2024 | APA001455 | 224812 | Supplies | 12.13 |

| Payment Date | Payment Number | Payable Number | Description (Item) | Amount |
|---|---|---|---|---|
| 01/30/2024 | APA001455 | 224818 | Supplies | 27.53 |
| 01/30/2024 | APA001455 | 224836 | Supplies | 27.53 |
| 01/30/2024 | APA001455 | 224840 | Supplies | 3.15 |
| 01/30/2024 | APA001455 | 224970 | Supplies | 18.47 |
| 01/30/2024 | APA001455 | 225000 | Supplies | 60.06 |
| 01/30/2024 | APA001455 | 225179 | Supplies | 9.05 |
| | | | **Vendor 02362 - Thomas Ace Hardware Total:** | **2,087.69** |
| **Vendor: 02376 - Town of Paradise** | | | | |
| 01/30/2024 | 58145 | 7303.2-PID | On-System Road Rehabilitation | 135,000.00 |
| | | | **Vendor 02376 - Town of Paradise Total:** | **135,000.00** |
| **Vendor: 02394 - Tyler Technologies, Inc.** | | | | |
| 01/25/2024 | APA001435 | 025-451114 | Software | 113.60 |
| 01/25/2024 | APA001435 | 025-450658 | Software | 3,908.95 |
| | | | **Vendor 02394 - Tyler Technologies, Inc. Total:** | **4,022.55** |
| **Vendor: 02824 - US Bank Corporate Payment System** | | | | |
| 01/11/2024 | DFT0007099 | 20 2455 | Cross-Connection Control Pro… | 1,400.00 |
| 01/10/2024 | DFT0007151 | 2024-01-10 | Training | 100.00 |
| 01/11/2024 | DFT0007130 | 20 2465 | Backflow Training- Mitchs Cert.. | 1,300.00 |
| 01/11/2024 | DFT0007119 | 20 2466-MCC | Backflow Cert Class- Mitchs Ce.. | 800.00 |
| 01/12/2024 | DFT0007143 | 2024-01-12 | Board Expense | 24.89 |
| 01/16/2024 | DFT0007145 | 2024-01-16 | Propane | 39.16 |
| 01/19/2024 | DFT0007146 | 20240119 | Fuel | 65.91 |
| 01/25/2024 | DFT0007189 | 283500 | Training | 895.00 |
| | | | **Vendor 02824 - US Bank Corporate Payment System Total:** | **4,624.96** |
| **Vendor: 02688 - US Bank** | | | | |
| 01/23/2024 | DFT0007191 | CS2120331 | Training | 895.00 |
| | | | **Vendor 02688 - US Bank Total:** | **895.00** |
| **Vendor: 02686 - USA Blue Book** | | | | |
| 01/05/2024 | APA001394 | INV00217957 | Supplies | 275.53 |
| 01/05/2024 | APA001394 | INV00218597 | Repair parts | 550.68 |
| | | | **Vendor 02686 - USA Blue Book Total:** | **826.21** |
| **Vendor: 02104 - USPS** | | | | |
| 01/08/2024 | DFT0007120 | 2024-01-08 | Postage | 9.55 |
| | | | **Vendor 02104 - USPS Total:** | **9.55** |
| **Vendor: 02703 - Verizon Wireless** | | | | |
| 01/09/2024 | DFT0007090 | 9952293562 | Utilities - Cell Phone | 264.71 |
| 01/09/2024 | DFT0007090 | 9952293562 | Utilities - Cell phone | 834.86 |
| 01/09/2024 | DFT0007090 | 9952293562 | Utilities - Cell phone | 548.69 |
| 01/09/2024 | DFT0007090 | 9952293562 | Utilities - Cell phone | 452.44 |
| | | | **Vendor 02703 - Verizon Wireless Total:** | **2,100.70** |
| **Vendor: 02712 - VistaNet inc.** | | | | |
| 01/05/2024 | APA001395 | 23628 | Network configuration | 300.00 |
| 01/05/2024 | APA001395 | 23655 | Office equipment | 5,985.94 |
| 01/05/2024 | APA001395 | 23655 | Office equipment | 1,140.00 |
| 01/05/2024 | APA001395 | 23656 | IT Support | 60.00 |
| 01/05/2024 | APA001395 | 22203 (reissue) | Phone system | 310.97 |
| 01/30/2024 | APA001456 | 21922-b | Service Maintenance | 120.00 |
| 01/25/2024 | APA001436 | 23691 | IT Support | 300.00 |
| 01/05/2024 | APA001395 | 23778 | Network Scanning | 772.60 |
| 01/25/2024 | APA001436 | 23779 | Network Monitoring | 629.00 |
| | | | **Vendor 02712 - VistaNet inc. Total:** | **9,618.51** |
| **Vendor: 02714 - Wagner & Bonsignore** | | | | |
| 01/25/2024 | APA001437 | 01-24-053 | Legal | 2,318.65 |
| | | | **Vendor 02714 - Wagner & Bonsignore Total:** | **2,318.65** |
| **Vendor: 03002 - Water Works Engineers** | | | | |
| 01/05/2024 | 58105 | 14465 | 19-017 Disaster Recover Man… | 304,328.33 |
| 01/05/2024 | 58105 | 14570 (2) | 19-017 Disaster Recover Man… | 30,153.40 |

| Payment Date | Payment Number | Payable Number | Description (Item) | Amount |
|---|---|---|---|---|
| 01/30/2024 | 58146 | 14643 | 22-047 PID GIS Valve Tagging ... | 17,633.61 |
| 01/30/2024 | 58146 | 14644 | 17-071 PID Backwash Waste ... | 571.79 |
| 01/30/2024 | 58146 | 14645 | 17-041 PID Reservoir B Replac... | 9,048.50 |
| 01/30/2024 | 58146 | 14646 | 19-017 Disaster Recovery Ma... | 186,572.89 |
| 01/30/2024 | 58146 | 14665 | 22-047 PID GIS Valve Tagging ... | 17,785.53 |
| 01/30/2024 | APA001457 | 14720 | 22-098 PID WTP Equalizer Tan... | 3,373.78 |
| | | | **Vendor 03002 - Water Works Engineers Total:** | **569,467.83** |
| **Vendor: 03134 - White Glove Cleaning Svc Inc** | | | | |
| 01/25/2024 | APA001438 | 76878 | Janitorial services | 509.85 |
| 01/11/2024 | APA001415 | 76994 | Cleaning Service | 456.00 |
| 01/11/2024 | APA001415 | 76995 | Cleaning Service | 550.00 |
| 01/11/2024 | APA001415 | 76996 | Cleaning Service | 495.00 |
| | | | **Vendor 03134 - White Glove Cleaning Svc Inc Total:** | **2,010.85** |
| **Vendor: 02747 - Wienhoff & Associates, Inc.** | | | | |
| 01/30/2024 | APA001458 | 119530 | Employee Compliance | 5.00 |
| 01/30/2024 | APA001458 | 119530 | Employee Compliance | 20.00 |
| 01/30/2024 | APA001458 | 119530 | Employee Compliance | 5.00 |
| | | | **Vendor 02747 - Wienhoff & Associates, Inc. Total:** | **30.00** |
| **Vendor: 02778 - Wurth USA Inc.** | | | | |
| 01/09/2024 | DFT0007091 | 97932643 | Shop supplies | 242.04 |
| 01/09/2024 | DFT0007091 | 97947188 | Shop supplies | 166.11 |
| 01/30/2024 | APA001459 | 97983085 | Supplies | 311.00 |
| | | | **Vendor 02778 - Wurth USA Inc. Total:** | **719.15** |
| | | | **Grand Total:** | **2,025,646.02** |

**PARADISE IRRIGATION DISTRICT**

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

**DATE:** **February 5, 2024**

**TO:** **Board of Directors**

**FROM:** **Tom Lando, District Manager**
**Bill Taylor, Assistant Engineer**

**RE:** **Proposal from Tesla to install a new generator controller at the Water Treatment Plant**
**02/21/2024 Board of Directors Meeting**

As discussed at the December meeting, the Tesla Battery System is now up and running. The system currently charges the batteries (using PG&E power) during off peak hours and during peak hours, the Plant runs off the batteries instead of PG&E.

During power outages, the way the system is designed to work, is to operate off the batteries until they get low and then the system is supposed to switch over to the diesel generator at the Plant.

The issue we are currently experiencing involves the automatic transfer system (ATS) at the Plant. Due to the age of the ATS, the Tesla system cannot work with it. Tesla has proposed changing out the generator controller so their system will now take the place of the ATS and run everything seamlessly.

The cost to do this was not part of the original work proposed by Tesla. Tesla is going to cover the necessary equipment, however, PID will be responsible for the labor required for the installation.

**Action Requested:**

**Approve the proposal from Tesla to provide and install a generator controller for the Treatment Plant Generator that will work with Tesla's controller and replace the automatic transfer system at the Treatment Plant for a Total Cost of $ 24,606 + Travel Expenses (Hotels, Meals & Miles), receipts to be provided.**

To Jun Lee, Jan 17th, 2024

Engineering

Tesla Energy Products

For the Tesla Paradise Project,
Fixed Price Quote for the following products and services to
Paradise, CA

1x Generator Controls Retrofit

- Provide engineering services to retrofit one existing 500kW DMT Diesel Genset
- Provide Design and As Built drawings package for retrofit generator controls.
- Purchase control components required by design.
- Pre-assemble control sub-assemblies for reduced installation time on site.
- Develop installation plan to reducing necessary outage time.
- Remove existing controls and install retrofit generator controls.
- Develop Test plan and commission retrofit generator
- Develop Operations Guide and provide Training to personnel.
- Provide genset control software and all program settings, open and available for future adjustments.

| | |
|---|---|
| **Materials:** | **$20,323** |
| **Labor:** | **$24,606** |
| **Fixed Price Quote Total:** | **$44,929** |

Tesla

**Onsite labor is included above. Travel expenses (hotel, meals, miles, etc) are not included and will be billed at cost, receipts provided.**

**Tax and Shipping are not included and will be billed as appropriate.**

**1/2 on Project Initiation, Remainder on Completion**

This proposal is valid for 30 days from date of issue. Any changes to the scope of work or Bill of Material will require a revised quotation which may result in a price change.

Thank you for the opportunity to provide this proposal for the Tesla Paradise Project. If you have any questions regarding its contents, please contact me.

David Klapp
Advanced Microgrid Systems
614-800-0073
DaveKlapp@AdvancedMicrogridSystems.com
www.advancedmicrogridsystems.com

# Notice of Exemption

**Appendix E**

**To:** Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044

County Clerk
County of: Butte
155 Nelson Avenue
Oroville, CA 95965

**From:** (Public Agency): Paradise Irrigation District
6332 Clark Road
Paradise, CA 95969
(Address)

Project Title: Equalizer Tank Replacement Project

Project Applicant: Paradise Irrigation District

Project Location - Specific:

At the existing water treatment plant located at 13888 Pine Needle Drive

Project Location - City: Magalia Project Location - County: Butte

Description of Nature, Purpose and Beneficiaries of Project:

The purpose of the project is to replace the existing single Equalization Tank with two new tanks to provide additional equalization storage volume and redundancy to allow a tank to be taken offline for inspection and maintenance.

Name of Public Agency Approving Project: Paradise Irrigation District

Name of Person or Agency Carrying Out Project: Paradise Irrigation District

Exempt Status: **(check one):**

- ☐ Ministerial (Sec. 21080(b)(1); 15268);
- ☐ Declared Emergency (Sec. 21080(b)(3); 15269(a));
- ☐ Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- ☒ Categorical Exemption. State type and section number: Class I: Section 15301 Existing Facilities
- ☐ Statutory Exemptions. State code number: _____

Reasons why project is exempt:

Replacement of the existing Equalization Tank is needed because it is aging and showing signs of corrosion. The two new Equalization Tanks would be constructed in approximately the same location as the existing Equalization Tank within the fenced perimeter of the existing water treatment plant facility, and the project area does not present unusual circumstances such that there is a likelihood that the project would result in significant impacts on the environment.

Lead Agency Contact Person: Blaine Allen Area Code/Telephone/Extension: (530) 876-2062

**If filed by applicant:**

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? __ Yes __ No

Signature: _____ Date: _____ Title: _____

▪ Signed by Lead Agency Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code.
Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Date Received for filing at OPR: _____

# MARK YOUR CALENDAR: 2024 SPRING ACWA JPIA MEMBERSHIP SUMMIT

## May 6-7, 2024, Sacramento, CA

## 2024 Spring ACWA JPIA Membership Summit Registration

As of 2024, the ACWA JPIA Conference has been renamed the ACWA JPIA Membership Summit. Advance registration for the Membership Summit is *required* by April 22, 2024.

## 2024 Spring ACWA JPIA Membership Summit

## Tentative Schedule

May 6, 2024

- Morning:
  - Hot Breakfast
  - Employee Benefits Committee Meeting
  - Executive Committee Meeting
- Afternoon:
  - Buffet Lunch
  - Board of Directors Meeting featuring California Water Insurance Fund (CWIF) Election

May 7, 2024

- Morning:
  - Hot Breakfast
  - Educational Sessions- Attend learning opportunities featuring relevant water industry insights. Additional details to follow.

Register at https://acwajpia.info/summitregistration

## TUES 5/7/24

8:00 AM - 9:15 AM
**AGRICULTURE COMMITTEE**

8:30 AM - 12:00 PM
**ACWA JPIA SEMINARS**

9:30 AM - 10:45 AM
**GROUNDWATER COMMITTEE**

11:00 - 12:15 PM
**WATER MANAGEMENT COMMITTEE**
**ENERGY COMMITTEE**

12:15 PM - 1:30 PM
**COMMITTEE NETWORKING LUNCH**

12:30 PM - 1:30 PM
**OUTREACH TASK FORCE**

1:45 PM - 3:00 PM
**FINANCE COMMITTEE**
**LOCAL GOVERNMENT COMMITTEE**
**WATER QUALITY COMMITTEE**

3:15 PM - 4:45 PM
**COMMUNICATIONS COMMITTEE**
**FEDERAL AFFAIRS COMMITTEE**
**LEGAL AFFAIRS COMMITTEE**
**MEMBERSHIP COMMITTEE**

5:00 PM - 6:30 PM
**WELCOME RECEPTION IN THE EXHIBIT HALL**

## WED 5/8/24

7:30 AM - 8:30 AM
**CONTINENTAL BREAKFAST IN THE EXHIBIT HALL**

8:30 AM - 10:00 AM
**WELCOME KEYNOTE / MAIN STAGE**

10:30 AM - 11:45 AM
**PROGRAM SESSIONS**

12:00 PM - 1:30 PM
**CONNECT IN THE EXHIBIT HALL**
**NETWORKING LUNCHEON**

1:30 PM - 2:00 PM
**SOLUTION SPOTLIGHTS**
- Member Case Study, Associate Service, Demo

1:30 PM - 2:15 PM
**WATER TALK / MAIN STAGE**

2:30 PM - 3:30 PM
**PROGRAM SESSIONS**

3:45 PM - 5:00 PM
**REGION 1-10 MEMBERSHIP MEETINGS**

5:00 PM - 6:00 PM
**ACWA RECEPTION IN THE EXHIBIT HALL**

## THUR 5/9/24

7:00 AM - 8:00 AM
**WELLNESS ACTIVITY**

7:30 AM - 11:00 AM
**CONNECT IN THE EXHIBIT HALL**

7:30 AM - 9:00 AM
**CONTINENTAL BREAKFAST IN THE EXHIBIT HALL**

8:30 AM - 9:00 AM
**SOLUTION SPOTLIGHTS**

9:15 AM - 10:15 AM
**PROGRAM SESSIONS**

10:30 AM - 11:30 AM
**PROGRAM SESSIONS**

11:45 AM - 1:15 PM
**KEYNOTE & AWARDS / MAIN STAGE**

1:30 PM - 3:00 PM
**CLOSING NETWORKING LUNCHEON**

*Last Updated: 1/23/24*

*Qualify for continuing education credit* REC *Designated Recorded Programs TBD*

**Questions:** Email events@acwa.com
**Online Registration Deadline:** April 19, 2024

All conference programs are subject to change without notice.

AGENDA ITEM 3.h. (Pages 28-35)
Approval of CSDA Conference Attendance

# ACHIEVING DISTRICT GOALS... TOGETHER.

## Three Opportunities for Training Throughout The State!

- February 4 – 7, 2024 - San Luis Obispo
- April 14 – 17, 2024 – San Diego
- November 3 – 6, 2024 – San Rafael

***All New Sessions for Returning Attendees (San Diego and San Rafael)***

SDLA

CSDA's 2024
**Special District Leadership Academy** Conference

*A Comprehensive Governance Leadership Conference for Elected and Appointed Directors/Trustees*

CSDA

**California Special Districts Association**
*Districts Stronger Together*

# BOARD & STAFF LEARN TO WORK AS A TEAM.

Participate in the **Special District Leadership Academy Conference** and complete all four modules of the Academy during the course of two and a half days.

This conference content is based on CSDA's Special District Leadership Academy (SDLA) groundbreaking, curriculum-based continuing education program, which recognizes the necessity for the board and general manager to work closely toward a common goal. SDLA provides the knowledge base to perform essential governance responsibilities and is designed for both new and experienced special district board members.

OR

Complete all Four Modules of the **Special District Leadership Academy** as Virtual Workshops

**Module 1: Governance Foundations**
February 21 – 22, 2024
9:00 a.m. – 12:00 p.m. each day

**Module 2: Setting Direction / Community Outreach**
April 3 – 4, 2024
9:00 a.m. – 12:00 p.m. each day

**Module 3: Board's Role in Finance and Fiscal Accountability**
September 25 – 26, 2024
9:00 a.m. – 12:00 p.m. each day

**Module 4: Board's Role in Human Resources**
December 4 – 5, 2024
9:00 a.m. – 12:00 p.m. each day

SDLF SPECIAL DISTRICT LEADERSHIP FOUNDATION

FOR DIRECTORS AND TRUSTEES

## CERTIFICATE IN SPECIAL DISTRICT GOVERNANCE

Designed to acknowledge special district board members and trustees who have taken extra steps to become better educated in core areas of governance.

Complete the Special District Leadership Academy + 10 additional professional development hours and receive this recognition.

1112 I Street, Suite 200, Sacramento, CA 95814 • t: 916.231.2909 • www.sdlf.org

# ATTEND
## CSDA'S SPECIAL DISTRICT LEADERSHIP ACADEMY CONFERENCE

Local boards are the reason why local control is local. Special district boards are the voices of the community, and they are also a large reason why special districts exist.

The truth is that every elected or appointed public official needs to worry about governance; governance is what boards do. It's what they bring to the table.

Governance is taking the wishes, needs, and desires of the community and transforming them into policies that govern the district.

***Whether you're new to the board or someone who has served for many years, this conference provides essential tools and information to effectively govern your district!***

**Attendees will learn:**

- Working as a team: The roles of the board and staff in your district
- Attributes and characteristics of highly effective boards
- How culture, norms, values, and operating styles influence the district
- Specific jobs that the board must perform
- How individual values, skills, and knowledge help to shape how effective boards operate
- The importance of moving from "I" to "we" as the governance team
- The board's role in setting direction for the district
- The board's role in finance and fiscal accountability
- And much more!

SDRMA
*Credit Incentive Points*

**SDRMA Credit Incentive Points**

Special District Risk Management Authority (SDRMA) is committed to establishing a strategic partnership with our members to provide maximum protection, help control losses, and positively impact the overall cost of property/liability and workers' compensation coverage through the Credit Incentive Program. Credit incentive points can be earned based on an agency's attendance at the Special District Leadership Academy Conference, reducing SDRMA member's annual contribution amount.

SDLF SPECIAL DISTRICT LEADERSHIP FOUNDATION

**SHOWCASE YOUR DISTRICT'S COMMITMENT TO EXCELLENCE**

# DISTRICT OF DISTINCTION ACCREDITATION

Designed as a way for districts to highlight their prudent fiscal practices along with other areas important to effectively operate and govern a special district.

1112 I Street, Suite 200, Sacramento, CA 95814 • t: 916.231.2909 • www.sdlf.org

# FIRST-TIME ATTENDEE

*SCHEDULE OF EVENTS*

## SUNDAY

**5:30 – 7:00 p.m.**
**REGISTRATION AND NETWORKING RECEPTION**

Take a moment to connect with your peers from throughout the state at this informal networking reception. Reception includes light appetizers.

## MONDAY

**8:30 – 10:00 a.m.**
**BUILDING A FOUNDATION FOR GOOD GOVERNANCE**

** This session covers Module 1 of the Special District Leadership Academy: Governance Foundations.*

In this conference session, the instructor will lay the groundwork for good governance in your district.

Attendees will discover:

- Why good governance is so important to the overall wellbeing of the district
- The traits of effective board members
- What good governance means and how to effectively put it into practice
- How to move your board from "I" to "we," including how to become an effective team, establish team standards, and essential conditions for team building

**10:00 – 10:30 a.m.**
**BREAK** (All Attendees)

**10:30 a.m. – 12:30 p.m.**
**BUILDING A FOUNDATION FOR GOOD GOVERNANCE** *(continued)*

**12:30 – 1:30 p.m.**
**LUNCH PROVIDED** *(All Attendees)*

**1:45 – 3:00 p.m.**
**DEFINING BOARD/STAFF ROLES AND RELATIONSHIPS**

** This session covers Module 4 of the Special District Leadership Academy: Board's Role in Human Resources.*

This conference session will teach participants how to determine the human resource (HR) health of their district and what areas to focus on as a board and individual governing official including:

- Identifying the board's role in human resources
- Recognizing HR red flags and positive indicators
- Developing and maintaining essential HR policies
- Covering confidentiality and legal liabilities
- Evaluating the general manager

**3:00 – 3:30 p.m.**
**BREAK** *(All Attendees)*

**3:30 – 4:30 p.m.**
**DEFINING BOARD/STAFF ROLES AND RELATIONSHIPS** *(continued)*

**5:30 – 7:00 p.m.**
**SIP AND SAVOR EVENING RECEPTION**

*Sponsored by the Special District Risk Management Authority (SDRMA)*

Join us for a lively evening of networking and refreshments.

## TUESDAY

**8:30 – 10:00 a.m.**
**FULFILLING YOUR DISTRICT'S MISSION: CHARTING THE COURSE**

** This session covers Module 2 of the Special District Leadership Academy: Setting Direction/Community Leadership*

This conference session will highlight the importance of setting the direction for your district. Learn the critical components of direction-setting for your district along with how to avoid planning pitfalls. Attendees will walk through the steps of establishing and fulfilling your district's mission, vision, values, strategic goals, and how to communicate those objectives to your constituents.

**10:00 – 10:30 a.m.**
**BREAK** *(All Attendees)*

**10:30 – 12:00 p.m.**
**FULFILLING YOUR DISTRICT'S MISSION: CHARTING THE COURSE** *(continued)*

**12:00 – 1:00 p.m.**
**LUNCH PROVIDED** *(All Attendees)*

**1:15 – 2:45 p.m.**
**GET THE WORD OUT! BEST PRACTICES FOR COMMUNICATION AND OUTREACH**

** This session covers Module 2 of the Special District Leadership Academy: Setting Direction/Community Leadership.*

This conference session looks at common communication breakdowns and potential areas for improvement in public agency communications. It will discuss proper and effective communication methods to be aware of as a governing official including:

- Identifying audiences
- Responding to public input
- Media relations
- Legislative outreach and advocacy

**2:45 – 3:00 p.m.**
**BREAK** *(All Attendees)*

**3:00 – 4:00 p.m.**
**GET THE WORD OUT! BEST PRACTICES FOR COMMUNICATION AND OUTREACH** *(continued)*

**OPEN EVENING**

## WEDNESDAY

**8:30 – 10:00 a.m.**
**SHOW ME THE MONEY! WHAT DO BOARD MEMBERS NEED TO KNOW ABOUT DISTRICT FINANCES?**

** This session covers Module 3 of the Special District Leadership Academy: Board's Role in Finance and Fiscal Accountability.*

This conference session will provide a review and insight of important financial concepts, reports, and policies specific to public agencies including special districts.

Attendees will learn:

- How to ask the right questions.
- How to link the finance process to the district mission and goals.
- Budget process, budget assessment, and communicating budget information to the public.
- How to develop and analyze capital improvement plans and reserve guidelines.

**10:00 – 10:15 a.m.**
**BREAK** *(All Attendees)*

**10:15 a.m. – 12:00 p.m.**
**SHOW ME THE MONEY! WHAT DO BOARD MEMBERS NEED TO KNOW ABOUT DISTRICT FINANCES?** *(continued)*

**12:00 p.m.**
**GRADUATION CERTIFICATE DISTRIBUTION**

*First-time attendees must attend all sessions and turn in their completed certificate application in order to receive their certificate at the conclusion of the conference.*

# RETURNING ATTENDEE

***SCHEDULE OF EVENTS***

## SDLA Graduate? Join us for our Returning Attendee Track with Two Days of Breakout Sessions with topics such as:

- **Promoting Civility in a Time of Heightened Partisanship and Polarization**
- **Rules of Engagement**
- **Community Outreach**
- **Financial Reporting**
- **Board / Manager Relationship Best Practices**
- **Leading Challenging Board Meetings**

Check the SDLA Website for Returning Attendee Track Session details when agenda is confirmed. Returning Attendee Track available only in San Diego and San Rafael.

## SUNDAY

5:30 – 7:00 p.m.

**REGISTRATION AND NETWORKING RECEPTION**

Take a moment to network with your peers from throughout the state at this informal networking reception. Reception includes light appetizers.

## MONDAY

**8:30 a.m. – 12:30 p.m.**
**BREAKOUT SESSIONS**

**10:00 – 10:30 a.m.**
**BREAK (ALL ATTENDEES)**

**12:30 – 1:30 p.m.**
**LUNCH PROVIDED (ALL ATTENDEES)**

**1:45 – 4:30 p.m.**
**BREAKOUT SESSIONS**

**3:00 – 3:30 p.m.**
**BREAK (ALL ATTENDEES)**

**5:30 – 7:00 p.m.**
**SIP AND SAVOR EVENING RECEPTION**

*Sponsored by the Special District Risk Management Authority (SDRMA)*

Join us for an entertaining evening of networking and refreshments.

## TUESDAY

**8:30 a.m. – 12:00 p.m.**
**BREAKOUT SESSIONS**

**10:00 – 10:30 a.m.**
**BREAK (ALL ATTENDEES)**

**12:00 – 1:00 p.m.**
**LUNCH PROVIDED (ALL ATTENDEES)**

**1:15 – 4:00 p.m.**
**BREAKOUT SESSIONS**

**2:45 – 3:00 p.m.**
**BREAK (ALL ATTENDEES)**

**4:00 p.m.**
**CONFERENCE ENDS FOR RETURNING ATTENDEES**

# Three Locations

**February 4 – 7, 2024**

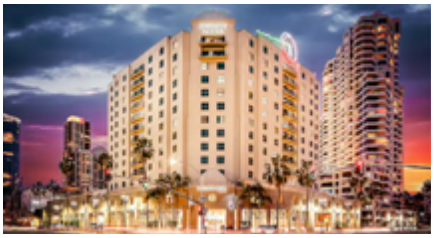
**Embassy Suites**
**by Hilton San Luis Obispo**
333 Madonna Rd, San Luis Obispo, CA 93405

HOTEL ROOM RESERVATIONS: CSDA room reservations in the CSDA room block start at the rate of $149 plus tax and fees per day. The room reservation cut-off is January 11, 2024; however, space is limited and may sell out before this date. Information regarding hotel reservations and link to book in the CSDA room block will be emailed within 24 hours of registration.

CSDA rate includes: complimentary full, cooked-to-order breakfast buffet, complimentary Nightly Managers Reception, and complimentary guest room Wi-Fi.

EARLY BIRD DISCOUNT: The early bird discount for this location requires registration on or before Thursday, January 11, 2024.

Cancellations must be in writing and received by CSDA no later than January 11, 2024, at 5:00 p.m. All cancellations received by this date will be refunded less a $75 cancellation fee. There will be no refunds for cancellations made after January 11, 2024. Substitutions are acceptable and must be done in writing no later than January 26, 2024, at 5:00 p.m. Please submit any cancellation notice or substitution requests to meganh@csda.net or fax to 916-520-2465.



**April 14 – 17, 2024**

**Embassy Suites**
**by Hilton San Diego Bay Downtown**
601 Pacific Hwy, San Diego, CA 92101

HOTEL ROOM RESERVATIONS: CSDA room reservations in the CSDA room block are available at the rate of $194* or prevailing federal per diem at time of check in plus tax. The room reservation cut-off is March 19, 2024; however, space is limited and may sell out before this date. Information regarding hotel reservations and link to book in the CSDA room block will be emailed within 24 hours of registration. *current federal per diem as of 9/14/23 but subject to change

CSDA rate includes: complimentary full, cooked-to-order breakfast buffet, complimentary Nightly Managers Reception, $40/night overnight parking, and complimentary guest room Wi-Fi.

EARLY BIRD DISCOUNT: The early bird discount for this location requires registration on or before Tuesday, March 19, 2024.

Cancellations must be in writing and received by CSDA no later than March 19, 2024, at 5:00 p.m. All cancellations received by this date will be refunded less a $75 cancellation fee. There will be no refunds for cancellations made after March 19, 2024. Substitutions are acceptable and must be done in writing no later than April 5, 2024, at 5:00 p.m. Please submit any cancellation notice or substitution requests to meganh@csda.net or fax to 916-520-2465.

**November 3 – 6, 2024**

**Embassy Suites**
**by Hilton San Rafael - Marin County**
101 McInnis Parkway, San Rafael, CA 94903

HOTEL ROOM RESERVATIONS: CSDA room reservations in the CSDA room block start at the rate of $166 plus tax and fees per day. The room reservation cut-off is October 13, 2024; however, space is limited and may sell out before this date. Information regarding hotel reservations and link to book in the CSDA room block will be emailed within 24 hours of registration.

CSDA rate includes: complimentary full, cooked-to-order breakfast buffet, complimentary Nightly Managers Reception, $7/night overnight parking, and complimentary guest room Wi-Fi.

EARLY BIRD DISCOUNT: The early bird discount for this location requires registration on or before Sunday, October 13, 2024.

Cancellations must be in writing and received by CSDA no later than October 13, 2024, at 5:00 p.m. All cancellations received by this date will be refunded less a $75 cancellation fee. There will be no refunds for cancellations made after October 13, 2024. Substitutions are acceptable and must be done in writing no later than October 25, 2024, at 5:00 p.m. Please submit any cancellation notice or substitution requests to meganh@csda.net or fax to 916-520-2465.

# 2024 Registration Form

Special District Leadership Academy Conference

*(Use one form per registrant)*

**Three Ways to Register**

- ***Register online*** by visiting the SDLA Conference website at sdla.csda.net.
- *Fax number:* 916-520-2465. All faxed registration forms must include credit card payment.
- *Mail:* CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814. Please include registration form and payment. Checks should be made payable to: California Special Districts Association.

**Not sure if you are a member?**
Contact the CSDA office at 877-924-2732 to find out if your agency or company is already a member. To learn more about the many benefits of CSDA membership, contact Member Services Director Cassandra Strawn at membership@csda.net or call toll-free at the number listed above.

**EARLY BIRD DISCOUNT!**

| | | |
|---|---|---|
| Name/Title: | | |
| ☐ First-time Attendee ☐ Returning Attendee | | |
| District: | | |
| Address: | | |
| City: | State: | Zip: |
| Phone: | Fax: | |
| ☐ Member ☐ Non-member | Email: | |
| Emergency Contact - Name & Phone: | | |

**WHICH CONFERENCE WILL YOU BE ATTENDING?**

| ☐ FEBRUARY 4 – 7, 2024 - SAN LUIS OBISPO<br>EARLY BIRD DISCOUNT: JANUARY 11, 2024 | ☐ APRIL 14 – 17, 2024 - SAN DIEGO<br>EARLY BIRD DISCOUNT: MARCH 19, 2024 | ☐ NOVEMBER 3 – 6, 2024 - SAN RAFAEL<br>EARLY BIRD DISCOUNT: OCTOBER 13, 2024 |
|---|---|---|
| ☐ CSDA Member $720 | ☐ CSDA Member $720 | ☐ CSDA Member $720 |
| ☐ Non-member $1,080 | ☐ Non-member $1,080 | ☐ Non-member $1,080 |
| AFTER JANUARY 11 | AFTER MARCH 19 | AFTER OCTOBER 13 |
| ☐ CSDA Member $775 | ☐ CSDA Member $775 | ☐ CSDA Member $775 |
| ☐ Non-member $1,160 | ☐ Non-member $1,160 | ☐ Non-member $1,160 |

**SEND MORE - SAVE MORE! -- SPECIAL DISCOUNTED PRICING!**

| ADDITIONAL ATTENDEE FROM THE SAME DISTRICT BEFORE EARLY BIRD DISCOUNT | ADDITIONAL ATTENDEE FROM THE SAME DISTRICT AFTER EARLY BIRD DISCOUNT |
|---|---|
| ☐ CSDA Member $490 | ☐ CSDA Member $545 |
| ☐ Non-member $735 | ☐ Non-member $820 |

**Payment**

| | | |
|---|---|---|
| ☐ Check ☐ Visa ☐ MasterCard ☐ Discover ☐ American Express | | |
| Acct. Name: | | Acct. Number: |
| Expiration Date: | CVC: | Authorized Signature: |

**Special Needs (including Dietary, all special dietary needs must be indicated in advance of conference)**

☐ Vegetarian ☐ Other:

**Consent to Use Photographic Images:** Registration and attendance at, or participation in, CSDA meeting and other activities constitutes an agreement by the registrant to CSDA's use and distribution (both now and in the future) of the registrant or attendee's image or voice in photographs, videotapes, electronic reproductions, and audiotapes of such events and activities.

**Anti-Discrimination and Harassment Policy:** CSDA is dedicated to a harassment-free event experience for everyone. Our Anti-Discrimination and Harassment Policy can be found under "CSDA Transparency" at www.csda.net/about-csda/who-we-are.

## Steady as you go.

When your team and ours all pull together, you get the sure-footed stability you need to proceed with confidence. As an extension of your staff, we are always at the sidelines delivering service and expertise. For everything from Workers' Compensation and Property/Liability coverages to Health Benefits options available throughout California, we are here to keep you going strong. For more information, visit **sdrma.org**.

SDRMA

SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY

*Maximizing Protection. Minimizing Risk.*

800-537-7790 • SDRMA.ORG

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

**DATE:** **February 15, 2024**

**TO:** **Board of Directors**

**FROM:** **Tom Lando, District Manager**
**Bill Taylor, Assistant Engineer**

**RE:** **Proposal for Engineering Services during construction and Observation Services related to the Gabion Wall construction**

**02/21/2023 Board of Directors Meeting**

As a result of the Oroville Dam spillway failure, PID was required to perform special spillway analysis on both Paradise and Magalia Dam spillways. Magalia Dam spillway was found to have a number of deficiencies. The worst being the Northern wall of the spillway was insufficient in height and lacking in reinforcing steel.

An interim risk reduction measure was designed by GENTERRA Consultants, Inc. and approved by the Division of Safety of Dams (DSOD) for the wall. This measure is the construction of a Gabion wall on the inside of the spillway up against the wall that extends the height, but more importantly, strengthens the wall.

The District postponed the construction of the wall as long as possible seeking funding through the numerous available grant possibilities. It was set to be funded through the same grant that is covering the recoating of our storage tanks, the Community Development Block Grant (CDBG); however, that project is going to deplete all the funds from this grant.

The District is putting the project out to bid for construction this year as we cannot postpone any longer. The cost of doing so was included in this year's budget.

Prior to awarding the project to a contractor, I am requesting the Board approve a quote from GENTERRA Consultants, Inc. for Engineering and Observation Services during the construction of the Gabion Wall. This work wasn't included in the design of the wall.

GENTERRA Consultants has been working with the District off and on for several years now. They are well respected by DSOD and have been very beneficial to have working for us on the latest dam projects (spillway evaluation and repair). Due to GENTERRA's knowledge of our dams, their experience working with DSOD, and our current workload, we are recommending to sole source their proposal for this work.

**Action Requested:**

**Approve the acceptance of GENTERRA's quote to perform the Engineering and Observation Services during construction of the Gabion Wall for a Total Cost of $23,703.00.**

Picture of a Gabion Wall for reference.

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

# Memo

To: Paradise Irrigation District Board of Directors
From: Brett Goodlin, Accounting & Finance Manager
CC: Tom Lando, District Manager
Date: February 13, 2024
RE: Fiscal Year 2024 Budget Update

The District operates and is guided by an annual budget approved by the Board of Directors. The budget is approved at the beginning of each fiscal year using the best data and assumptions available at the time. During a year, it becomes necessary to adjust the budget to account for unforeseen circumstances or uncertain projections. With 5 months remaining in the District's Fiscal Year 2024, staff is making the following recommendations for budget adjustments. Staff is requesting approval for these budget adjustments.

## REVENUE ADJUSTMENTS

| | Current Budget | Recommended Adjustment | Recommended Budget |
|---|---|---|---|
| **Total Operating Cash Revenue** | **$7,976,232** | **$573,000** | **$8,549,232** |
| **Consumption**<br>*Increased to more accurately reflect actual usage. Note: consumption will be challenging to predict for an estimate of two years as we continue to gather customer usage patterns.* | $460,000 | $370,000 | $830,000 |
| **Rentals**<br>*Increase due to original budget did not include for rentals because tenants were intended to be moved out by July 1, 2023.* | $0 | $3,000 | $3,000 |
| **Reimbursements**<br>*Increase due to reclassification of reimbursable income from offsetting expense for Utility Locators paid by PG&E.* | $0 | $200,000 | $200,000 |

## EXPENSE ADJUSTMENTS

| | Current Budget | Recommended Adjustment | Recommended Budget |
|---|---|---|---|
| **Total Operating Expenses** | **$7,742,000** | **$695,000** | **$8,437,000** |
| **Salaries & Benefits**<br>*Increase due to clerical error on original budget. Error comprised of miscalculation of health insurance and worker's compensation coverage.* | $4,358,000 | $1,074,000 | $5,432,000 |
| **Outside Services**<br>Decrease due to mid-year review of actual expenses for outside services. | $843,000 | ($260,000) | $583,000 |
| **Insurance**<br>Budget increase due to a rate increase and the District's new fleet of about 20 new vehicles. | $150,000 | $15,000 | $165,000 |
| **Other Expenses**<br>Decrease due to original budget being conservative with miscellaneous expenses and to include a safety factor for emergencies. | $460,000 | ($134,000) | $326,000 |

## SUMMARY OF FISCAL YEAR 2024 BUDGET CHANGE RECOMMENDATIONS

| | Current Budget | Recommended Adjustment | Recommended Budget |
|---|---|---|---|
| **Operating Revenues** | $7,976,232 | $573,000 | $8,549,232 |
| **Operating Expenses** | $7,742,000 | $695,000 | $8,437,000 |
| **Fiscal Year-End Surplus (Deficit)** | $234,232 | -$122,000 | $112,232 |

*Recommended motion:*

*I move to approve the recommended budget adjustments for the Fiscal Year 2023-2024 budget as presented above.*

# QUICK SUMMARY DASHBOARD

**For the Period Ending 01/31/24**

| | | |
|---|---|---|
| Cash & Equivalents | $ | 9,489,415 |
| Investment Portfolio Cost | $ | 85,055,086 |
| Portfolio Yield | | 3.86% |

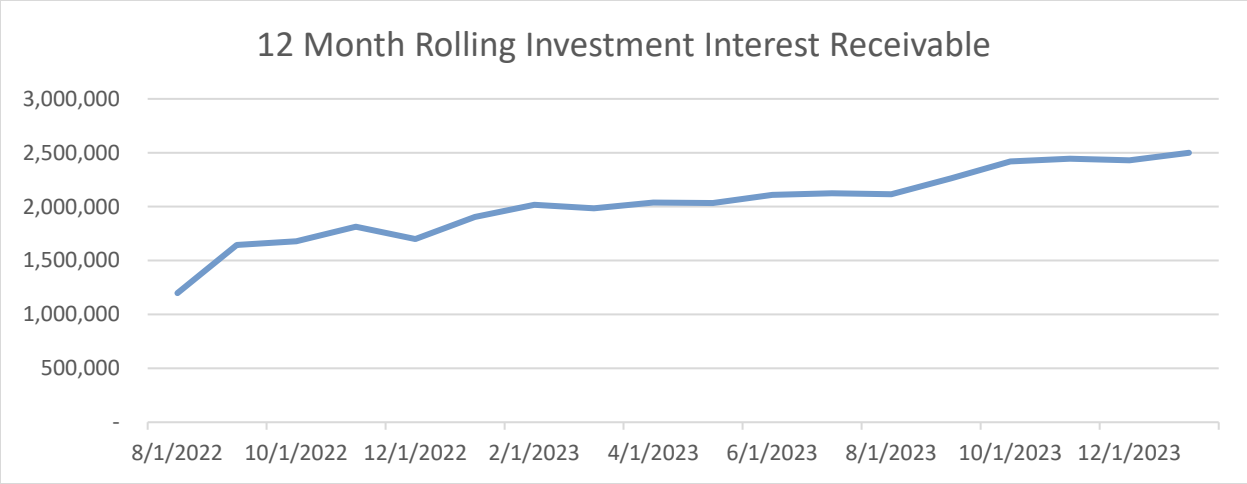
| | | Fiscal YTD | Budget |
|---|---|---|---|
| **Operating Income** | | | |
| Water Service, Fees, & Consumption | | $ 3,269,315 | $ 5,310,232 |
| Installations and Custom Work | | $ 209,562 | $ 66,000 |
| | **Total Operating Income** | **$ 3,478,877** | **$ 5,376,232** |
| **Investment Income (Cash)** | | | |
| Interest Income | | $ 1,481,209 | $ 2,600,000 |
| Rental Income | | $ 2,926 | $ - |
| | **Total Investment Income** | **$ 1,484,135** | **$ 2,600,000** |
| **Recovery / Misc. Income** | | | |
| Grant Income | | $ - | $ - |
| Reimbursements | | $ 138,802 | $ - |
| Miscellaneous & Other | | $ 12,663,093 | $ - |
| | **Total Recovery / Misc. Income** | **$ 12,801,895** | **$ -** |
| **Total Income** | | **$ 17,764,907** | **$ 7,976,232** |
| Operating Expense | | | |
| Source of Supply & Treatment | | 957,010 | $ 2,438,000 |
| Transmission & Distribution and Meter Shop | | $ 1,644,403 | $ 2,973,000 |
| Administration | | $ 1,233,991 | $ 2,331,000 |
| | **Total Operating Expense** | **$ 3,835,404** | **$ 7,742,000** |
| Recovery Expense | | | |
| Materials, Supplies, Contracts | | $ 9,801,693 | $ - |
| Outside Services | | $ 2,209,808 | $ - |
| | **Total Recovery Expense** | **$ 12,011,501** | **$ -** |
| **Total Expense** | | **$ 15,846,905** | **$ 7,742,000** |
| | **Net Gain (Loss)** | $ 1,918,003 | $ 234,232 |

| Customer Status | Count | Est. Monthly Revenue |
|---|---|---|
| Active Customers | 5,197 | at $43.98 / month = $228,564 |
| Sealed Customers | 4,112 | at $21.99 / month = $90,423 |
| Disconnected | 1,450 | |
| Metered Customers | 3,727 | |

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

# Treasurer's Report – January 2024

1. **Cash & Investments** – As of month end the District's net position was $91,544,501, down 2.1% from last month.
    a. Cash holdings at Tri Counties Bank: $1,786,078 @ 3.5%
    b. Cash holdings at CA CLASS: $7,636,528 @ 5.21%
    c. Cash holdings at LAIF: $2,641 @ 4.01%
    d. Cash holdings at Meeder Investments: $64,168 @ 5.21%.
    e. Securities holdings at Meeder Investments: 82,055,086 @ 3.86%

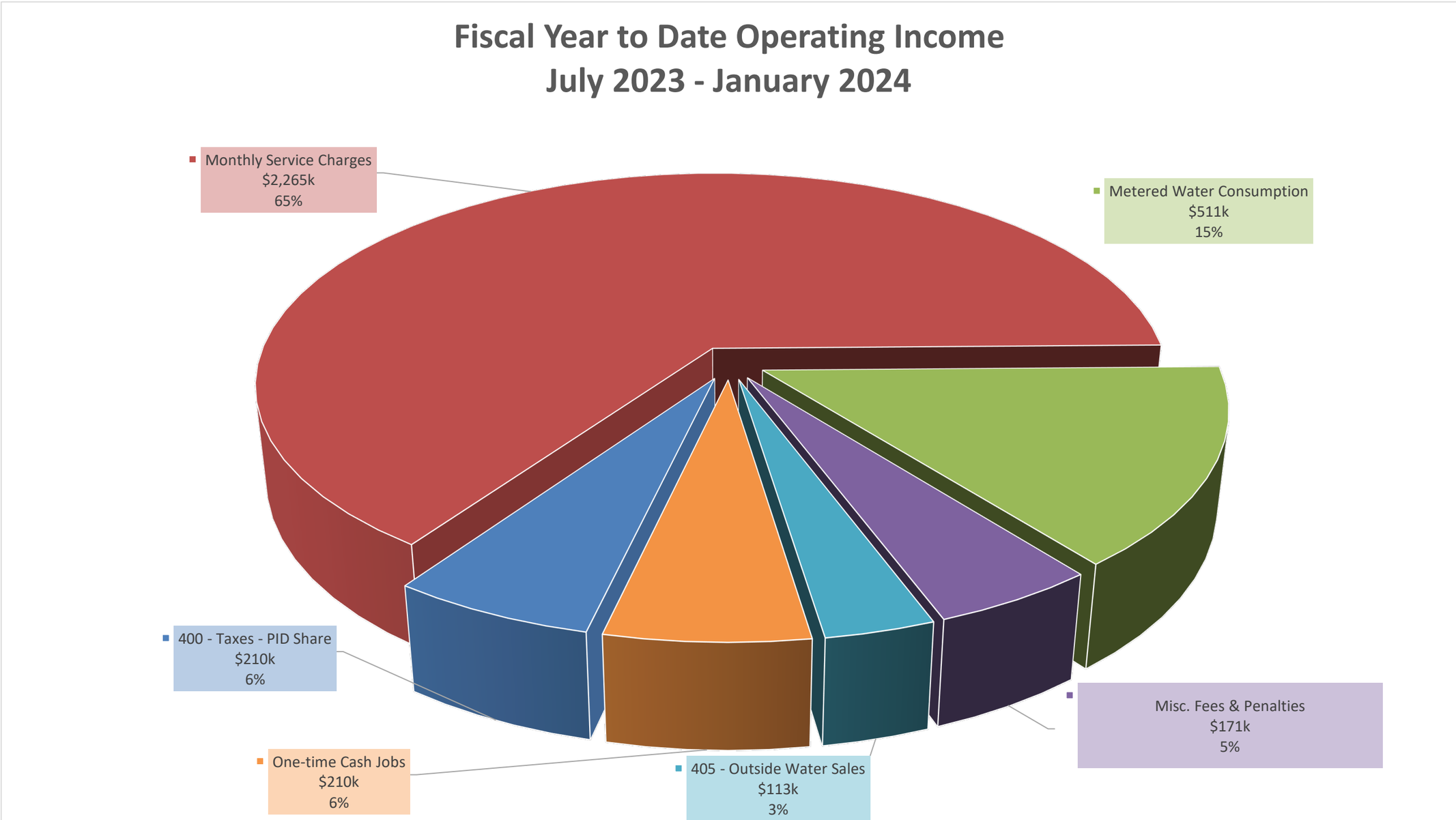



Interest is earned monthly on investment holdings. Bonds have a set interest payment and are typically paid twice a year until the bond matures. Expected payments are able to be calculated based upon the holdings in the District's portfolio. As of January 31, 2024, the district will receive $2.5M in interest payments over the following 12 months.

2. **Debt Service** – As of month end the District's outstanding debt was $1,423,765. This fiscal year, the District will pay $44,867 in interest.
    a. 2017 Refinance Loan (Truist): $307,670 at 2.28%
    b. 2007 Magalia Bypass Loan (iBank): $1,053,095 at 1.00%

**3. Revenues - As of month end the Distric's total income recognized YTD was $17,863,606**

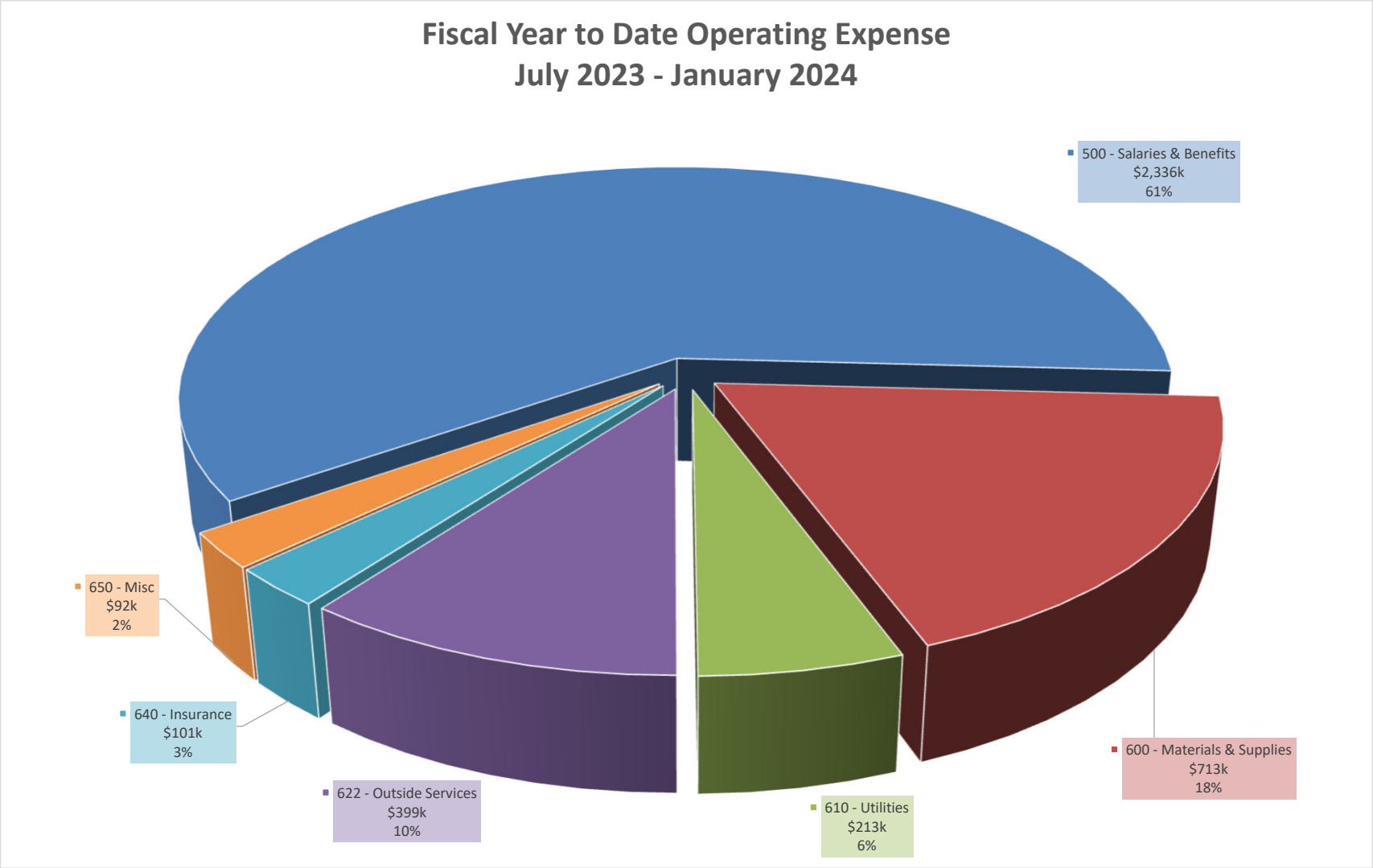
| Operating Income | Fiscal YTD | Budget |
|---|---|---|
| Water Service, Fees, & Consumption | $ 3,269,315 | $ 5,310,232 |
| Installations and Custom Work | $ 209,562 | $ 66,000 |
| **Total Operating Income** | **$ 3,478,877** | **$ 5,376,232** |



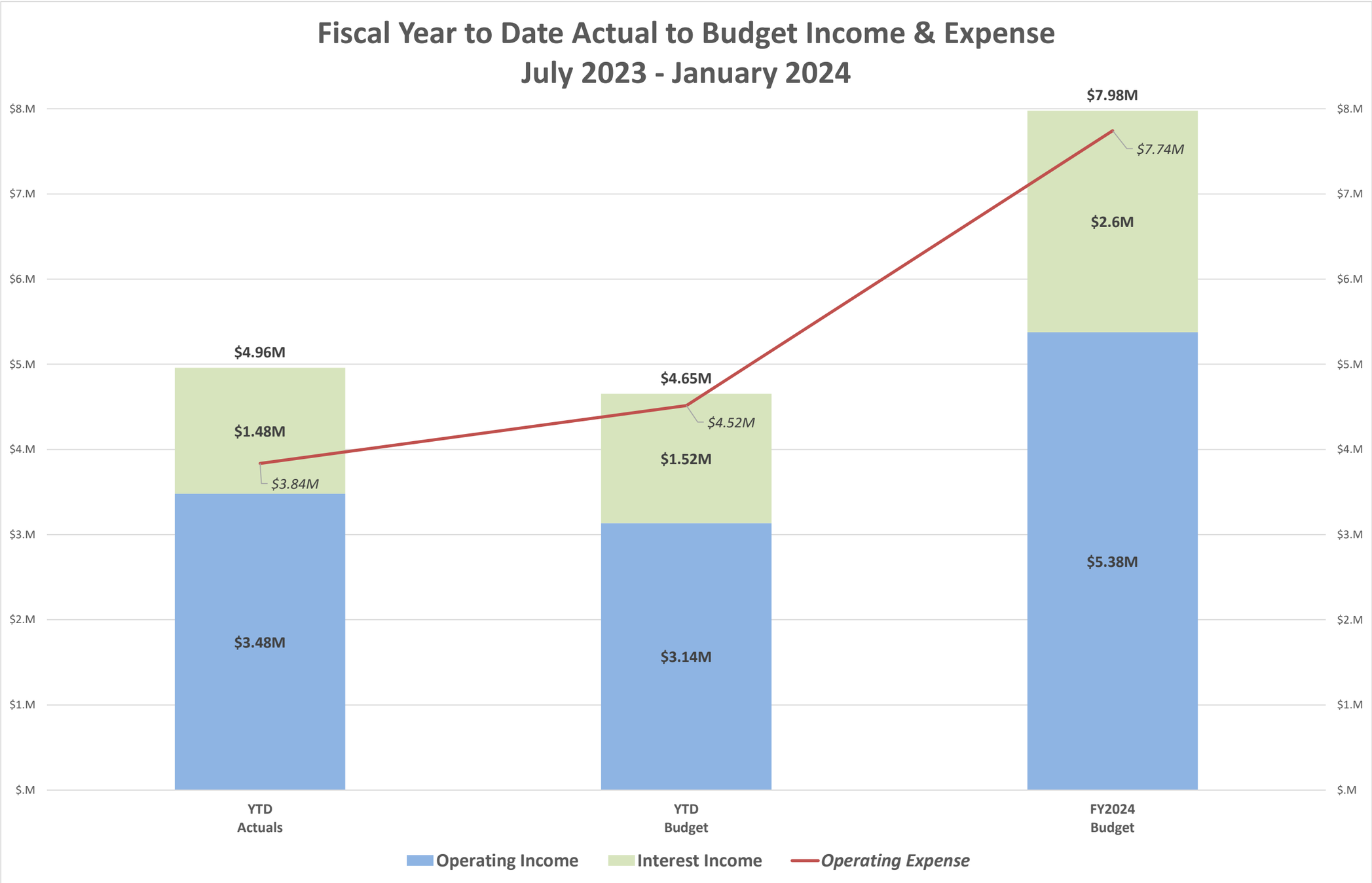

| | |
|---|---|
| 400- Taxes - PID Share | Includes revenues distributed by Butte County for property tax assessments and liens. |
| Monthly Service Charges | Includes revenues for monthly service fees for hydrant, business, irrigation, and residential meters. |
| Metered Water Consumption | Includes revenues for metered water consumption. |
| Misc. Fees & Penatlies | Includes revenues for penalties, fines, and fees. |
| 405 - Outside Water Sales | Includes revenues for water sales to other agencies. |
| One-time Cash Jobs | Includes revenues for service installs, upgrades, repairs, and other misc. work. |

**4. Expenses - As of month end the Distric's total cash expenditures YTD was $15,846,905**

| Operating Expense | | Fiscal YTD | Budget |
|---|---|---|---|
| | Source of Supply & Treatment | $ 957,010 | 2,438,000 |
| | Transmission & Distribution and Meter Shop | $ 1,644,403 | 2,973,000 |
| | Administration | $ 1,233,991 | $ 2,331,000 |
| | **Total Operating Expense** | **$ 3,835,404** | **$ 7,742,000** |
| Recovery & Capital Expenses | | | |
| | **Total Recovery Expense** | **$ 12,011,501** | **$ -** |

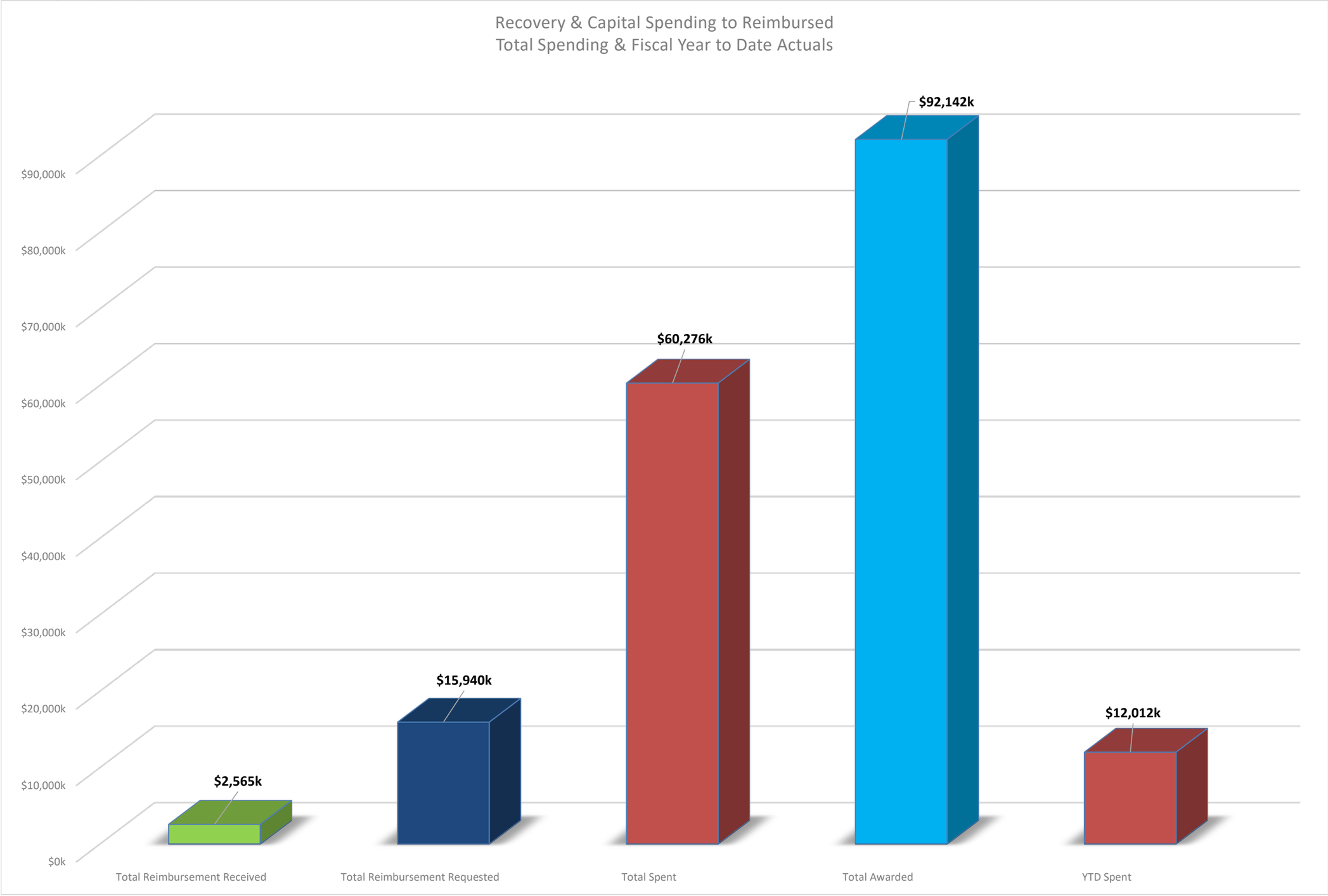


**5. Budget - As of month end the Distric's has collected 65% of the operating revenue budget and has spent 50% of the operating expense budget.**



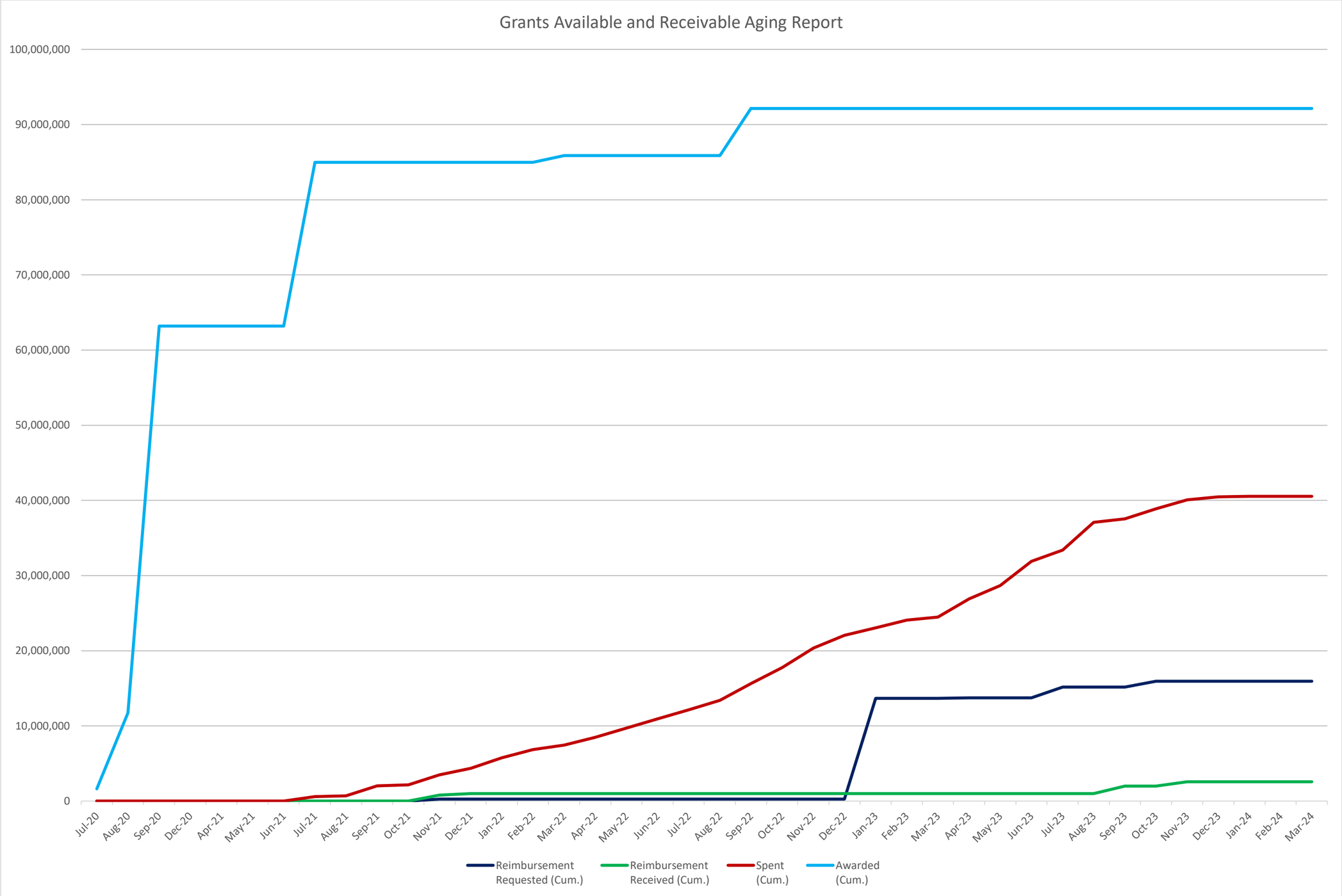
**6. Recovery & Capital**

**Note: Reimbursement is submitted to granting agencies (i.e., FEMA) and are reviewed for payment. There is currently a significant delay in the agencies review process. The district will continue submitting reimbursement requests on a quartely basis. One large project (Reservoir B) needed to be substantially completed prior to reimbursement requests. Other projects (MISLR) have been on hold submitting additional requests pending feedback from the granting agency.**



**6. Recovery & Capital**

**Note: Reimbursement is submitted to granting agencies (i.e., FEMA) and are reviewed for payment. There is currently a significant delay in the agencies review process. The district will continue submitting reimbursement requests on a quartely basis. One large project (Reservoir B) needed to be substantially completed prior to reimbursement requests. Other projects (MISLR) have been on hold submitting additional requests pending feedback from the granting agency.**



# Paradise Irrigation District

Treasurer's Report January 31, 2024

Fiscal Year-to-Date Income & Expense Report

| | FY2021 Actuals | FY2022 Actuals | FY2023 Actuals | FY2024 YTD | FY2024 Budget | % Budget Remaining |
|---|---|---|---|---|---|---|
| **Depart: 00 - Revenue** | | | | | | |
| 400 - Taxes - PID Share | 317,000 | 288,006 | 184,088 | 209,562 | 330,000 | 36% |
| 401 - Water - Service | 3,034,810 | 3,758,352 | 4,158,838 | 2,264,953 | 4,135,232 | 45% |
| 402 - Water - Consumption | (44) | 0 | 128,971 | 510,569 | 460,000 | Over |
| 403 - Water - Fees & Adjustmen | (2,408) | 30,005 | 147,384 | 170,816 | 160,000 | Over |
| 405 - Outside Water Sales | 126,556 | 214,169 | 241,404 | 113,414 | 225,000 | 50% |
| 425 - Non-Recurring Services | 328,365 | 373,989 | 124,243 | 209,562 | 66,000 | Over |
| *Operating Income* | *3,804,279* | *4,664,521* | *4,984,929* | *3,478,877* | *5,376,232* | 35% |
| 460 - Interest Income | (52,878) | (14,962) | 1,630,903 | 1,481,209 | 2,600,000 | 43% |
| 465 - Rental Income | 21,416 | 22,652 | 14,429 | 2,926 | 0 | |
| 475 - Investment Gain/Loss | 21,416 | 22,652 | -984,668 | 98,698 | 0 | |
| *Investment Income* | *(31,462)* | *7,690* | *1,645,332* | *1,582,833* | *2,600,000* | 39% |
| 470 - Grant Income | 0 | 1,360 | 0 | 0 | 0 | |
| 490 - Reimbursements | 219,507 | 0 | 2,419,635 | 138,802 | 0 | Over |
| 495 - Grant Reimbursements | 5,443,911 | 12,880,241 | 738,894 | 1,527,039 | 0 | Over |
| 499 - Other | 9,766,341 | 120,739,779 | 1,533,825 | 11,136,055 | 0 | Over |
| *Recovery / Misc. Income* | *15,429,759* | *133,621,380* | *4,692,354* | *12,801,895* | *0* | Over |
| **Total Revenue:** | **19,223,992** | **138,316,243** | **10,337,947** | **17,863,606** | **7,976,232** | |

| | FY2021 Actuals | FY2022 Actuals | FY2023 Actuals | FY2024 YTD | FY2024 Budget | % Budget Remaining |
|---|---|---|---|---|---|---|
| **District Operations** | | | | | | |
| Operating Income | 3,804,279 | 4,664,521 | 4,984,929 | 3,478,877 | 5,376,232 | 35% |
| Source of Supply Total: | 17,969 | 251,189 | 52,597 | 58,326 | 250,000 | 77% |
| Water Treatment Total: | 1,238,662 | 1,318,893 | 1,759,582 | 898,684 | 2,188,000 | 59% |
| Transmission and Distribution Total: | 2,496,577 | 2,692,238 | 3,231,382 | 1,326,760 | 2,395,000 | 45% |
| Customer Service / Meter Shop Total: | 311,476 | 330,712 | 512,056 | 317,642 | 578,000 | 45% |
| Administration Total: | 2,972,166 | 3,066,015 | 2,442,569 | 1,233,991 | 2,331,000 | 47% |
| Operating Expense | 7,036,850 | 7,659,047 | 7,998,186 | 3,835,404 | 7,742,000 | 50% |
| **Net Operating Surplus (Deficit)** | **(3,232,571)** | **(2,994,526)** | **(3,013,258)** | **(356,527)** | **(2,365,768)** | |
| Interest Income | (52,878) | (14,962) | 1,630,903 | 1,481,209 | 2,600,000 | 43% |
| Reimbursements | 219,507 | 0 | 2,419,635 | 138,802 | 0 | Over |
| **Operating Surplus (Deficit) with Adjustments** | **(3,065,942)** | **(3,009,488)** | **1,037,281** | **1,263,484** | **234,232** | |

**Report Key**

| | |
|---|---|
| 400 - Taxes - PID Share | Includes revenues distributed by Butte County for property tax assessments and liens. |
| 401 - Water - Service | Includes revenues for monthly service fees for hydrant, business, irrigation, and residential meters. |
| 402 - Water - Consumption | Includes revenues for metered water consumption. |
| 403 - Water - Fees & Adjustments | Includes revenues for penalties, fines, and fees. |
| 405 - Outside Water Sales | Includes revenues for water sales to other agencies. |
| 425 - Non-Recurring Services | Includes revenues for service installs, upgrades, repairs, and other misc. work. |
| 460 - Interest Income | Includes revenues earned from investments and savings. |
| 465 - Rental Income | Includes revenues (net) earned from rental properties. |
| 475 - Investment Gain/Loss | Includes revenues from realized and unrealized investment activity. |
| 470 - Grant Income | Includes revenues from awarded grants that are not reimbursements. |
| 490 - Reimbursements | Includes revenues from contracts, damage repairs, and small insurance claims. |
| 495 - Grant Reimbursements | Includes revenues from requested expenditures of grant funds. |
| 499 - Other | Includes revenues from settlements and all other sources that are nonrecurring. |
| Source of Supply: | Includes expenses related to the initial collection and holding of the District's raw water (the dams & reservoirs). |
| Water Treatment: | Includes expenses related to the treatment and of the District's water. |
| Transmission and Distribution: | Includes expense related to the maintenance of the District's ability to store and distribute treated water. |
| Customer Service / Meter Shop: | Includes expenses related to the maintenance and support of the District's backflow and water metering devices. |
| Administration: | Includes expenses related to the administration, engineering and regulatory aspects of the District's operations. |

# Paradise Irrigation District

Treasurer's Report January 31, 2024

Fiscal Year-to-Date Expense Report

Operating Expenses

| | | FY2021 Actuals | FY2022 Actuals | FY2023 Actuals | FY2024 YTD | FY2024 Budget | % Budget Remaining |
|---|---|---|---|---|---|---|---|
| **Depart: 10 - Source of Supply** | | | | | | | |
| | 600 - Materials & Supplies | 3,160 | 3,875 | 43,364 | 58,436 | 50,000 | Over |
| | 610 - Utilities | 0 | 0 | 176 | 191 | 0 | |
| | 622 - Outside Services | 1,259 | 46,757 | 2,138 | 332 | | |
| | 650 - Misc | 13,550 | 200,557 | 6,920 | -633 | 200,000 | 100% |
| **Total Expense:** | | **17,969** | **251,189** | **52,597** | **58,326** | **250,000** | **77%** |
| **Depart: 30 - Water Treatment** | | | | | | | |
| | 500 - Salaries & Benefits | 982,404 | 1,012,944 | 1,113,486 | 526,329 | 1,156,000 | 54% |
| | 600 - Materials & Supplies | 201,222 | 250,351 | 389,491 | 208,692 | 680,000 | 69% |
| | 610 - Utilities | 514 | 5,127 | 166,242 | 115,427 | 181,000 | 36% |
| | 622 - Outside Services | 13,776 | 15,625 | 52,442 | 15,810 | 27,000 | 41% |
| | 640 - Insurance | 36,102 | 34,846 | 37,921 | 31,059 | 44,000 | 29% |
| | 650 - Misc | 4,644 | - | 0 | 1,367 | 100,000 | 99% |
| **Total Expense:** | | **1,238,662** | **1,318,893** | **1,759,582** | **898,684** | **2,188,000** | **59%** |
| **Depart: 40 - Transmission & Distribution** | | | | | | | |
| | 500 - Salaries & Benefits | 1,257,362 | 1,429,522 | 1,651,041 | 845,660 | 1,515,000 | 44% |
| | 600 - Materials & Supplies | 614,244 | 685,034 | 944,575 | 295,097 | 538,000 | 45% |
| | 610 - Utilities | 31,119 | 18,062 | 81,971 | 63,347 | 91,000 | 30% |
| | 622 - Outside Services | 513,181 | 493,029 | 443,379 | 39,695 | 185,000 | 79% |
| | 640 - Insurance | 29,279 | 28,261 | 31,687 | 43,045 | 36,000 | Over |
| | 650 - Misc | 51,392 | 38,330 | 78,729 | 39,916 | 30,000 | Over |
| **Total Expense:** | | **2,496,577** | **2,692,238** | **3,231,382** | **1,326,760** | **2,395,000** | **45%** |
| **Depart: 50 - Customer Service / Meter Shop** | | | | | | | |
| | 500 - Salaries & Benefits | 290,613 | 295,789 | 492,516 | 297,117 | 476,000 | 38% |
| | 600 - Materials & Supplies | 692 | 8,901 | 13,628 | 10,698 | 5,000 | Over |
| | 610 - Utilities | 0 | 3,000 | 3,196 | 2,329 | 4,000 | 42% |
| | 622 - Outside Services | 9,233 | 12,463 | -9,000 | 2,113 | 50,000 | 96% |
| | 640 - Insurance | 10,938 | 10,559 | 11,586 | 4,750 | 13,000 | 63% |
| | 650 - Misc | 0 | 0 | 130 | 635 | 30,000 | 98% |
| **Total Expense:** | | **311,476** | **330,712** | **512,056** | **317,642** | **578,000** | **45%** |
| **Depart: 60 - Administration** | | | | | | | |
| | 500 - Salaries & Benefits | 998,237 | 1,229,198 | 1,392,505 | 667,195 | 1,211,000 | 45% |
| | 600 - Materials & Supplies | 109,204 | 200,854 | 256,688 | 120,181 | 337,000 | 64% |
| | 610 - Utilities | 44,365 | 41,673 | 52,334 | 31,612 | 45,000 | 30% |
| | 622 - Outside Services | 1,656,841 | 1,414,867 | 517,855 | 341,394 | 581,000 | 41% |
| | 640 - Insurance | 56,970 | 44,979 | 57,618 | 22,507 | 57,000 | 61% |
| | 650 - Misc | 106,549 | 134,444 | 165,570 | 51,102 | 100,000 | 49% |
| **Total Expense:** | | **2,972,166** | **3,066,015** | **2,442,569** | **1,233,991** | **2,331,000** | **47%** |
| **All Operating Departments** | | | | | | | |
| | 500 - Salaries & Benefits | 3,534,205 | 3,968,214 | 4,649,547 | 2,336,301 | 4,358,000 | 46% |
| | 600 - Materials & Supplies | 928,346 | 11,636,074 | 2,609,445 | 10,494,798 | 1,610,000 | Over |
| | 610 - Utilities | 273,809 | 224,788 | 303,918 | 212,906 | 321,000 | 34% |
| | 622 - Outside Services | 2,185,947 | 1,992,615 | 1,208,699 | 2,609,151 | 843,000 | Over |
| | 640 - Insurance | 133,289 | 117,239 | 138,812 | 101,362 | 150,000 | 32% |
| | 650 - Misc | 1,216,340 | 1,394,208 | 251,349 | 92,388 | 460,000 | 80% |
| **Total Expense:** | | **8,271,937** | **19,333,137** | **9,161,770** | **15,846,905** | **7,742,000** | |

# Customer Service Activity Report - January 2024

## Service Requests

| Service Types | Request Total |
|---|---|
| Account Management | 1140 |
| Activate Water w/ Backflow | 11 |
| Backflow Maintenance | 8 |
| Construction Support | 6 |
| Disconnect | 0 |
| Field Customer Service | 160 |
| Field Maintenance | 6 |
| From Active to Ready-to-Serve | 18 |
| New Meter Order | 0 |
| No Water | 1 |
| Transfer Ownership | 70 |
| Water Quality | 8 |
| **Grand Total** | **1428** |

***Decreased*** *from 1430 service requests in January 2023*

## Phone Activity

| Phone Activity | Jan. 2023 | Jan. 2024 | Trend |
|---|---|---|---|
| Average calls per day | 26.81 | 36.38 | Increased |
| Average abandoned per day | 1.06 | 1.33 | Increased |
| Average time abandon | 1.43 minutes | 25 seconds | Decreased |
| Average time to handle | 28 seconds | 19 seconds | Decreased |

## Payments Processed

| Payment Method | Jan. 2023 | Jan. 2024 | Trend |
|---|---|---|---|
| Automated Phone System | 136 | 134 | Decreased |
| Customer Service Team | 1686 | 948 | Decreased |
| Web Portal | 666 | 656 | Decreased |
| **Total** | **2488** | **1738** | **Decreased** |

# Customer Service Activities
# January-February 2024

## Phone Survey Ratings

| Rating | ★★★★★ | ★★★★ | ★★★ | ★★ | ★ | % Calls |
|---|---|---|---|---|---|---|
| Jan 2023 | 12 | 1 | | 0 | 2 | 1.8 % |
| Feb 2023 | 17 | 1 | | 0 | 3 | 2.9 % |
| Mar 2023 | 10 | 0 | | 0 | 0 | 1.1 % |
| Apr 2023 | 25 | 1 | 1 | 1 | 0 | 3.5 % |
| May 2023 | 9 | 0 | 0 | 0 | 0 | 0.9% |
| June 2023 | 15 | 0 | 1 | 1 | 0 | 1.8% |
| July 2023 | 7 | 0 | 0 | 0 | 0 | 0.9% |
| Dec 2023 | 6 | 0 | 0 | 0 | 0 | 1.3% |
| Jan 2023 | 27 | 0 | 0 | 1 | 4 | 5% |

## Customer Service Survey Results December

*Customer service surveys were sent to 30 % of the customers who had requests that required a field visit*

Number of Surveys Sent to Customers: 11 Number Surveys Returned: 7 (64%)

| **Average Rating**<br>*Customers were asked to rate service between 1 (poor) and 5(excellent)* | |
|---|---|
| **Question** | **Rating** |
| How was your experience contacting PID? | 3.75 |
| Was our office representative friendly and helpful? | 4.12 |
| Was our office representative knowledgeable? | 4.12 |
| How would you rate our communication during your service period? | 4.11 |
| Was our field representative courteous to you? | 5.00 |
| Did we respond promptly? | 4.44 |
| Was the problem solved in a reasonable amount of time? | 4.75 |
| Was the problem satisfactorily resolved? | 4.88 |
| Did PID meet your expectation for service? | 4.88 |
| How does PID's service compare with other businesses? | 5.29 |

## Customer Compliments

*12/18/2023 ~ Thank you for all your help. Very nice work!!!*
*12/18/2023 ~ Things have improved since the fire disaster. Thanks*
*12/18/2023 ~ So far, everyone has treated us kindly and professionally. Just wish you could reduce the water prices.*

*12/10/2023 ~ I support and appreciate all you do and that is why I paid for your service to be continued while my home was being prepared and I still had to live in Chico. Thank you.*

- **DropCountr Registrations**
  - We currently have 822 users signed up for DropCountr.
  - 80 new users in the last month
  - Increase due to recruitment efforts by staff and Cedar Creek.

- **Vacancies**
  - One accepted offer for customer service position
  - One vacant accounting technician position

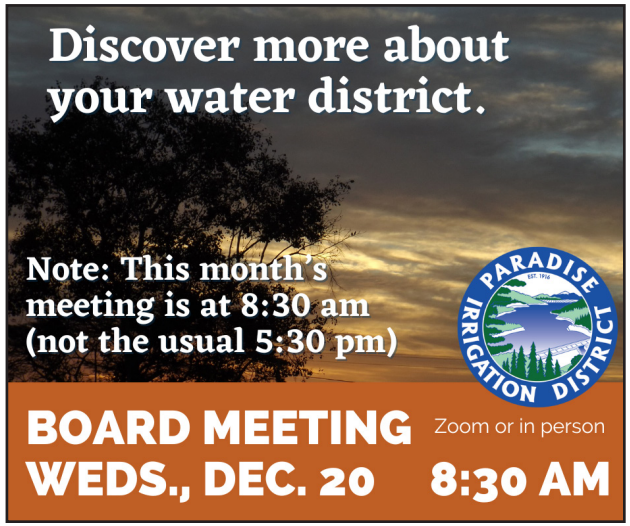
- **Billing**
  - Billing continues to operate smoothly.
  - Tracy is updating CAP customer registrations as it is time for 3-year recertification.

Community Outreach Overview
December 1, 2023 - January 31, 2024

***Facebook***
18 messages posted
PID messages were seen 4,859 times —PID page: 3,355; balance were from shared posts

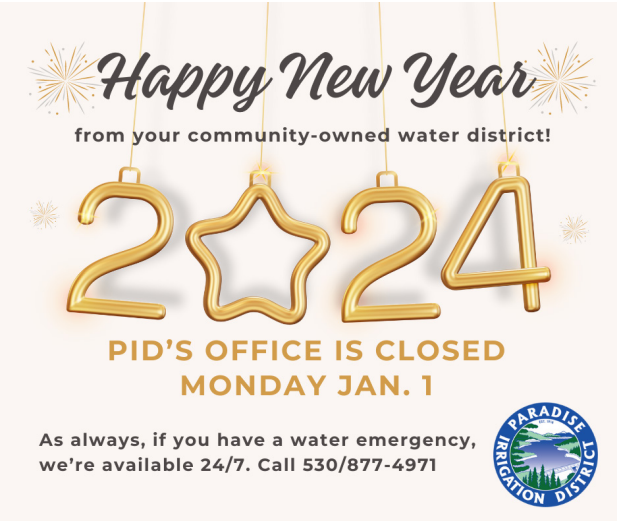
1,821 people follow PID Facebook page.
12 new followers in this time period
Demographics:
- 73.6% Women
- 26.4% men

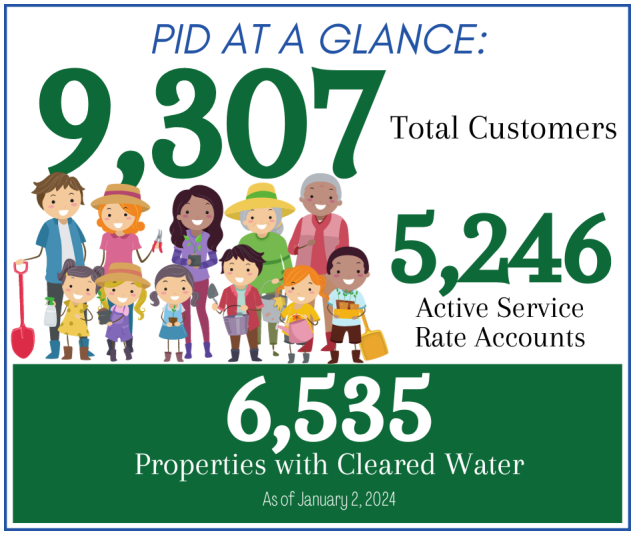
- 35.2% ages 18-44
- 64.8% ages 45 - 65+



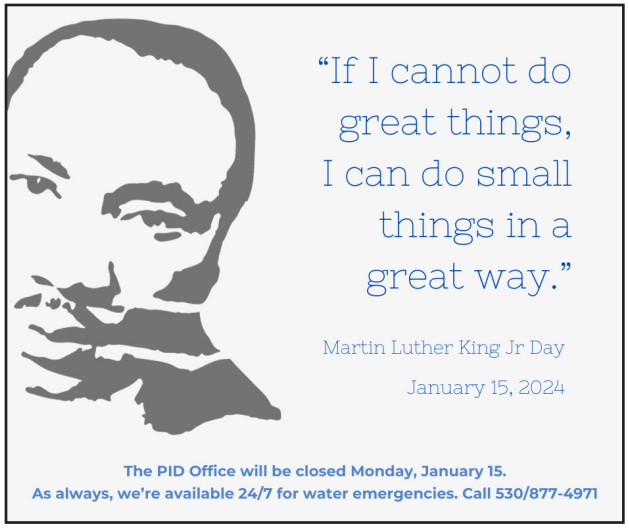
Paradise Irrigation District is accepting applications until 3:30 pm on Wednesday, Jan. 24 for the vacant position of **Director for Division 4**. The newly-appointed director will serve until the general district election in November 2024 and the newly-elected director assumes office in December 2024.

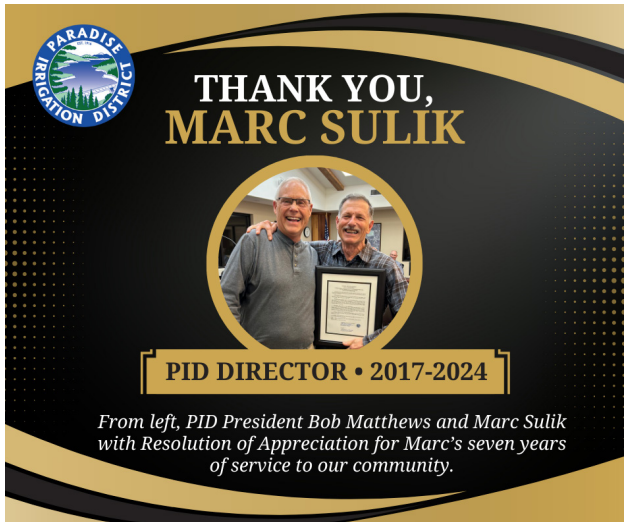
***Go to PIDWater.com/board for an application and division boundaries.***

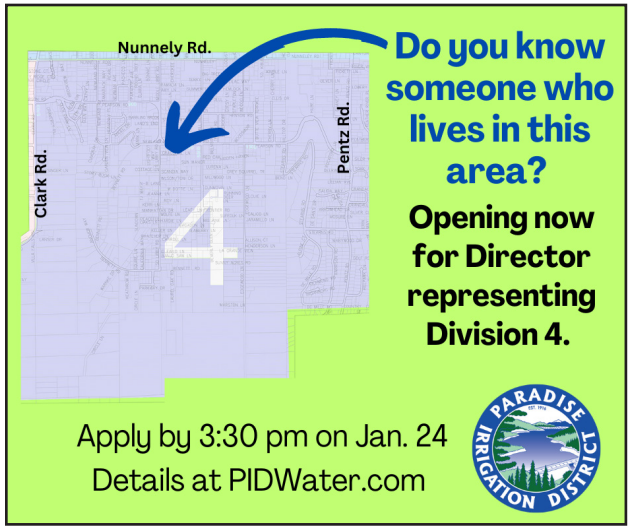




Most views: 3,206; 17 shares





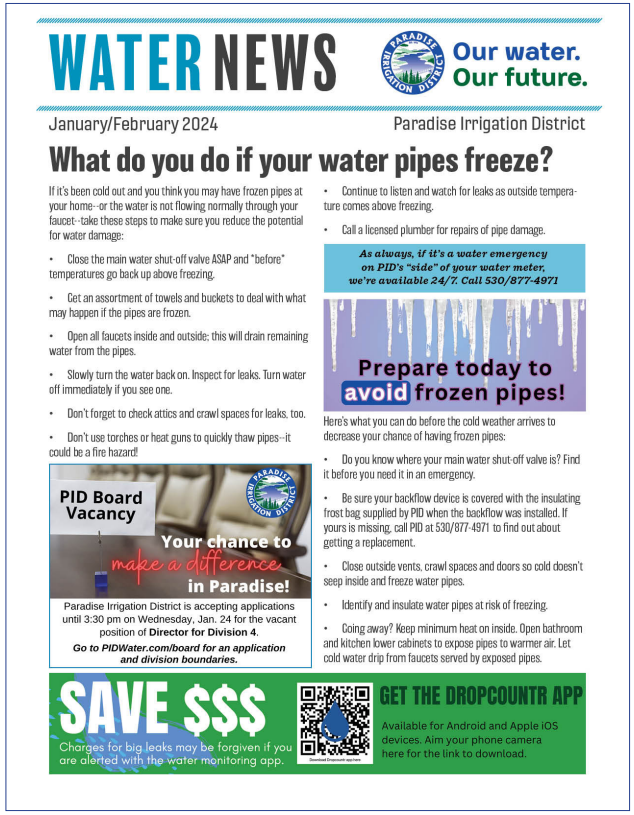



Most views: 595

# FACEBOOK

***Newsletter***

Distributed with mailed PID invoices
Available 24/7 at PIDWater.com website
January/February issue



# WATER NEWS

Our water. Our future.

January/February 2024 — Paradise Irrigation District

## What do you do if your water pipes freeze?

If it's been cold out and you think you may have frozen pipes at your home--or the water is not flowing normally through your faucet--take these steps to make sure you reduce the potential for water damage:

- Close the main water shut-off valve ASAP and "before" temperatures go back up above freezing.
- Get an assortment of towels and buckets to deal with what may happen if the pipes are frozen.
- Open all faucets inside and outside; this will drain remaining water from the pipes.
- Slowly turn the water back on. Inspect for leaks. Turn water off immediately if you see one.
- Don't forget to check attics and crawl spaces for leaks, too.
- Don't use torches or heat guns to quickly thaw pipes--it could be a fire hazard!
- Continue to listen and watch for leaks as outside temperature comes above freezing.
- Call a licensed plumber for repairs of pipe damage.

***As always, if it's a water emergency on PID's "side" of your water meter, we're available 24/7. Call 530/877-4971***

**Prepare today to avoid frozen pipes!**

Here's what you can do before the cold weather arrives to decrease your chance of having frozen pipes:

- Do you know where your main water shut-off valve is? Find it before you need it in an emergency.
- Be sure your backflow device is covered with the insulating frost bag supplied by PID when the backflow was installed. If yours is missing, call PID at 530/877-4971 to find out about getting a replacement.
- Close outside vents, crawl spaces and doors so cold doesn't seep inside and freeze water pipes.
- Identify and insulate water pipes at risk of freezing.
- Going away? Keep minimum heat on inside. Open bathroom and kitchen lower cabinets to expose pipes to warmer air. Let cold water drip from faucets served by exposed pipes.

**PID Board Vacancy**

**Your chance to make a difference in Paradise!**

Paradise Irrigation District is accepting applications until 3:30 pm on Wednesday, Jan. 24 for the vacant position of **Director for Division 4**.

***Go to PIDWater.com/board for an application and division boundaries.***

**SAVE $$$**

Charges for big leaks may be forgiven if you are alerted with the water monitoring app.

**GET THE DROPCOUNTR APP**

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

## Programs available for low-income PID customers

Having a tough time paying your water bill? Paradise Irrigation District customers may qualify for programs which can help with financial assistance to get water bills paid.

Two programs, one state-run and the other provided directly by PID, are available to PID customers with qualifying incomes.

The two programs are separate; enrollment information is included with each program description below:

**LIHWAP:** California's Low Income Household Water Assistance Program can provide a one-time payment to help customers pay past-due water bills. The program can pay for overdue bills which accrued during any timeframe; there is no date restriction for when the overdue amount occurred.

The size of a benefit can vary depending on the past due balance of the residential water bill. Households that qualify could reduce their water charges by up to $2,000.

Locally, the Butte County Community Action Agency is helping to administer the LIHWAP program. To find out if your household qualifies for payment assistance, contact the agency at buttecaa.com or by calling 530/712-2600. An online application is at taphelp.org.

**CAP:** PID's Customer Assistance Program is easy to apply for if yours is a qualifying low-income household.

The Customer Assistance Program follows the income qualifications of PG&E's CARE program—so if you qualify for it, you'll likely qualify for the PID discount as well.

You can apply online or in person to receive a discount on each month's water bill.

Applications are at PID's website (https:/www.pidwater.com/cap-application) as well as at PID's office (6332 Clark Road, Paradise).

**Get help paying your water bill**

*PID AT A GLANCE:*

**9,307** Total Customers

**5,246** Active Service Rate Accounts

**6,535** Properties with Cleared Water

As of Jan. 2, 2024

TOWN OF PARADISE: **EARLY WARNING SIRENS TEST**

**Listen for the test sirens at noon:**
**February 4 • March 4**
**Sign up for CodeRed notifications at bit.ly/3OyyTM7**

**We're here to help:**

Our customer service professionals are eager to help you sign up for water service as well as answer any questions about your PID account; please reach out—you'll receive help that's as informative as it is friendly! Check our website and Facebook page as well.

**Do you have an idea to improve our service? We want to hear about it!**

6332 Clark Rd.
Paradise CA
M-F: 9 am - 4 pm

530-877-4971

pidwater.com
facebook.com/pidwater

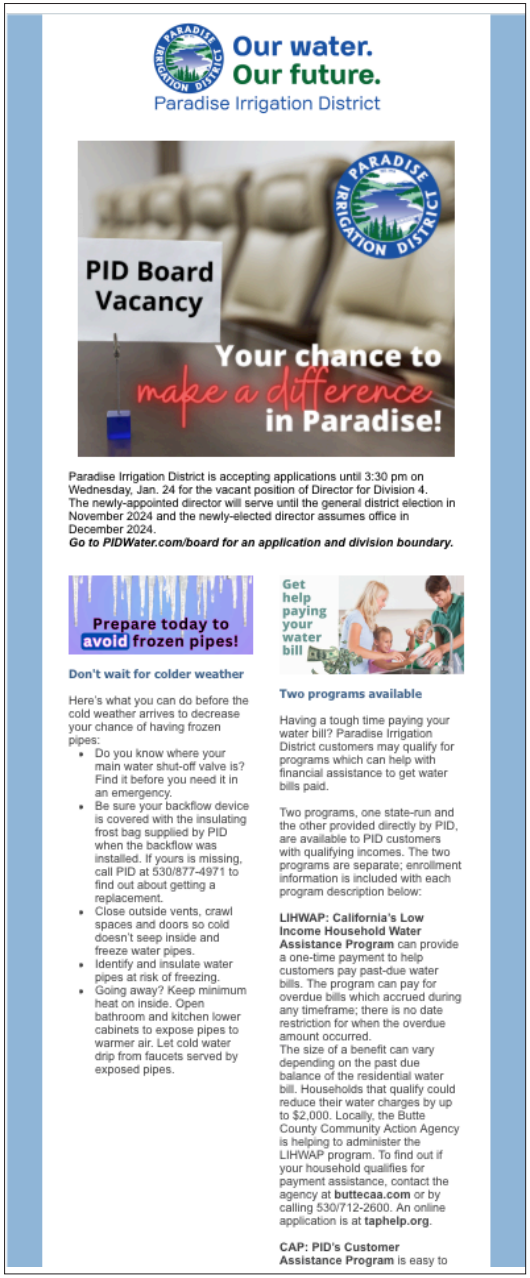
**FACEBOOK** **NEWSLETTER**

***Constant Contact (email messaging)***

<u>Jan. 17: Newsletter download</u>
6.121 sends ("interested" list)
56% open rate (3,326 addresses)

65 clicks: Download newsletter link
38 clicks: Board opening link
23 clicks: PID CAP application/info
4 clicks: CA TapHelp application/info
3 clicks: PID Facebook page

<u>Jan. 23: Dropcounter to unregistered</u>
1,889 sends (list from Dropcountr)
48% open rate (889 addressess)
6% clicks (111 addresses)
"About" 15 new signups for Dropcountr
Note: As of Jan. 26, 818 Dropcountr sig-nups



***NextDoor.com (Paradise)***
3,114 NextDoor members are in the PID service area.

Jan. 17: Board vacancy article
420 impressions

Jan. 21: January/February newsletter link
363 impressions

***Fuel Management/BCFSC survey***
Phone calls, attend BCFSC online meetinsg; Develop survey (two versions: online and print). Print and mail to PID out-of-area customers as well as all Ridge residents (PID service area, Magalia and Stirling City). Survey results due by March 8. Ongoing.

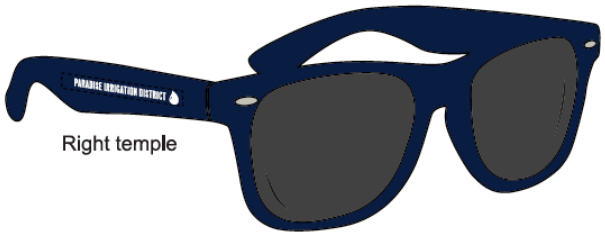
***"Ridge Business Journal" (quarterly Chamber publication; late March publish date)***
Articles about PID and community "ownership" additional water storage with two new tanks; redundant water supply lines in Zone A; and overview of PID Demonstration Garden as a resource for planning spring plantings.

***Website: Rebuild***
Support staff in meetings, submissions and, eventually, training with CivicPlus for complete PIDWater.com website rebuild. Includes color, images and text suggestions. Predicted to launch in early May. Ongoing.

PARADISE IRRIGATION DISTRICT

ACTUAL LOGO SIZE: 1.7784"W x 0.2194"H

***Career Day Outreach***
Support staff to develop designs for student "swag" at Feb. 29 vocational tech/career day student outreach in Chico. Staff-requested items includes re-usable straws and sunglasses, delivered in late January.




***UPCOMING:***
***Video: "Your Backflow Device"***
To create story board for video explaining the what a backflow is and care--audience is PID customers.

***General: Mains project***
Use social media and email to tell area residents about upcoming "mains" projects beginning March 1; it will result in traffic control by crews and work on roads for an extended time. Emphasis will be on thanking community for understanding, promising to keep them updated and highlighting how this will benefit the community for years to come.

**STAFF REPORT**
**FIELD OPERATIONS**
**January 2024**

# TRANSMISSION & DISTRIBUTION

## DAILY OPERATIONS

- Our crews have been taking care of leaks, emergencies, and maintenance issues.
- 11 scheduled main line and service line leaks were repaired this month.
- Call Center received 57 after hour calls.
- Standby received 19 calls.
- 3 emergency calls due to contractors.
- 1275 Completed USA tickets.
- 125 Backflows were tested.
- There were 5 Infrastructure Damage Reports filed.

## SERVICE LINE REPLACEMENT / WATER REQUEST

- 3 Meter and Backflow devices were installed.
- 30 Fire Flow tests were performed.
- 2 Service lines were replaced.

## CUSTOMER REIMBURSEMENT JOBS (by work order)

- 1 Cash Job has been completed.
    - We installed 12 meters and 12 MIU's at the Eagle Point Apartments.

## OVERVIEW

- Continued efforts are being made with RCI and WWE to keep MISLER #3 project running smoothly and efficiently.
- Zone A Project is going well, we are continuing to work with WWE, T&S, and Blaine on that project.
- We are working with West Valley on the beginning phases of the Mains Replacement Project.
- Coordinating with the Town of Paradise with their Paving Project.
- Congratulations individuals accepting new positions within T&D, and we hired one Utility I.
- T&D is currently hiring a Temporary Locator and will be looking to fill vacant Crew Leader positions in February.
- On 01/12/24 we had an emergency that resulted in our crews needing to replace approximately 20' of an 8" main.

## SUMMARY

I would like to congratulate Mike Johnson and Colter Lopez for accepting new positions within the Transmission and Distribution Department. Mike was our Temporary Locator and has accepted a position as a Utility I Worker. Colter was a Meter Service Person and is now our Meter Shop Supervisor. This has created vacancies within the Meter Shop, the Temporary Locator position has been put out to the public this month and the Meter Service Person will be flown next month.

I would also like to welcome Carlos Burke to our team. He has accepted the open Utility I position.

On 01/12/24 at approximately 0930 PID received a call about large amounts of water flowing down Bille Rd. Once PID crews were able to open up the ground they observed that there was a large split down the middle of an 8" steel pipe. It appeared to be due to damage that was done to the pipe many years ago. This resulted in our crews needing to cut and replace a section approximately 20' long. Resulting in an outage that lasted almost 12 hours. PID accommodated as needed to customers in immediate need. Water was restored to all customers at approximately 2000 hours.

## MAINTENANCE PROJECTS

- Continued efforts are being made to coordinate work schedules and bids with contractors regarding:
    - Digital Sign Board
    - Both rental buildings on Clark Rd
    - The roof on the Admin Office has leaks, Mark has numerous contractors working on repairing them.
    - Fixing and improving the lighting in the parking lots of the Admin Building and at the Corp Yard.
    - Working on converting the storage room in the admin office to office space.

- Setting up office equipment in numerous offices.
- Mitigating ice on walkways at the admin Office and the Corp Yard.
- General yard maintenance at Corp Yard and Admin Office.

## DISTRIBUTION SYSTEM OPERATOR PROJECTS

- Tank site maintenance, including vegetation management.
- Flushing dead end mains.
- Continuing with Fire Flows.
- Continuing to assist and support the field crews as needed.
- Taking Bacti Tests as needed.
- Organizing and repairing all air release valves in the system that are broken or damaged.
- Vault maintenance and repair.

**STAFF REPORT**

**WATER TREATMENT PLANT**

**January 2024**

## WATER TREATMENT

- Production at the District's treatment plant for the month of January varied between 1.5 and 2.4 mgd, with the average day being 2.1 mgd.
    - Compared to:

| | pre-fire Jan 2018 | Jan 2020 | Jan 2021 | Jan 2022 | Jan 2023 |
|---|---|---|---|---|---|
| Low | 1.3 | 2.0 | 1.9 | 2.4 | 1.8 |
| High | 2.8 | 2.3 | 2.6 | 3.2 | 2.7 |
| Avg. | 2.2 | 2.1 | 2.2 | 2.7 | 2.4 |

- Completed required monthly reporting to Department of Drinking Water and Regional Water Control Board.
- Completed additional sample plan for NPDES permit.

### Treatment Plant

- With additional storage of having the B-tanks online, the plant has been able to maintain a much more consistent flow rate.
- T&S Construction tied in the piping to the Treated Water Storage Tank for the new pump station project.
- The new blower motor for the treatment plant has been ordered.

## MAGALIA/PARADISE DAMS

- Monthly monitoring of piezometers at Magalia and Paradise dams was performed.
- Paradise is now read every other week due to being full.
- Magalia release is open to control excess water.
- Eroded areas near Magalia Dam were filled.

## WATER QUALITY – DISTRIBUTION SYSTEM

- 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.

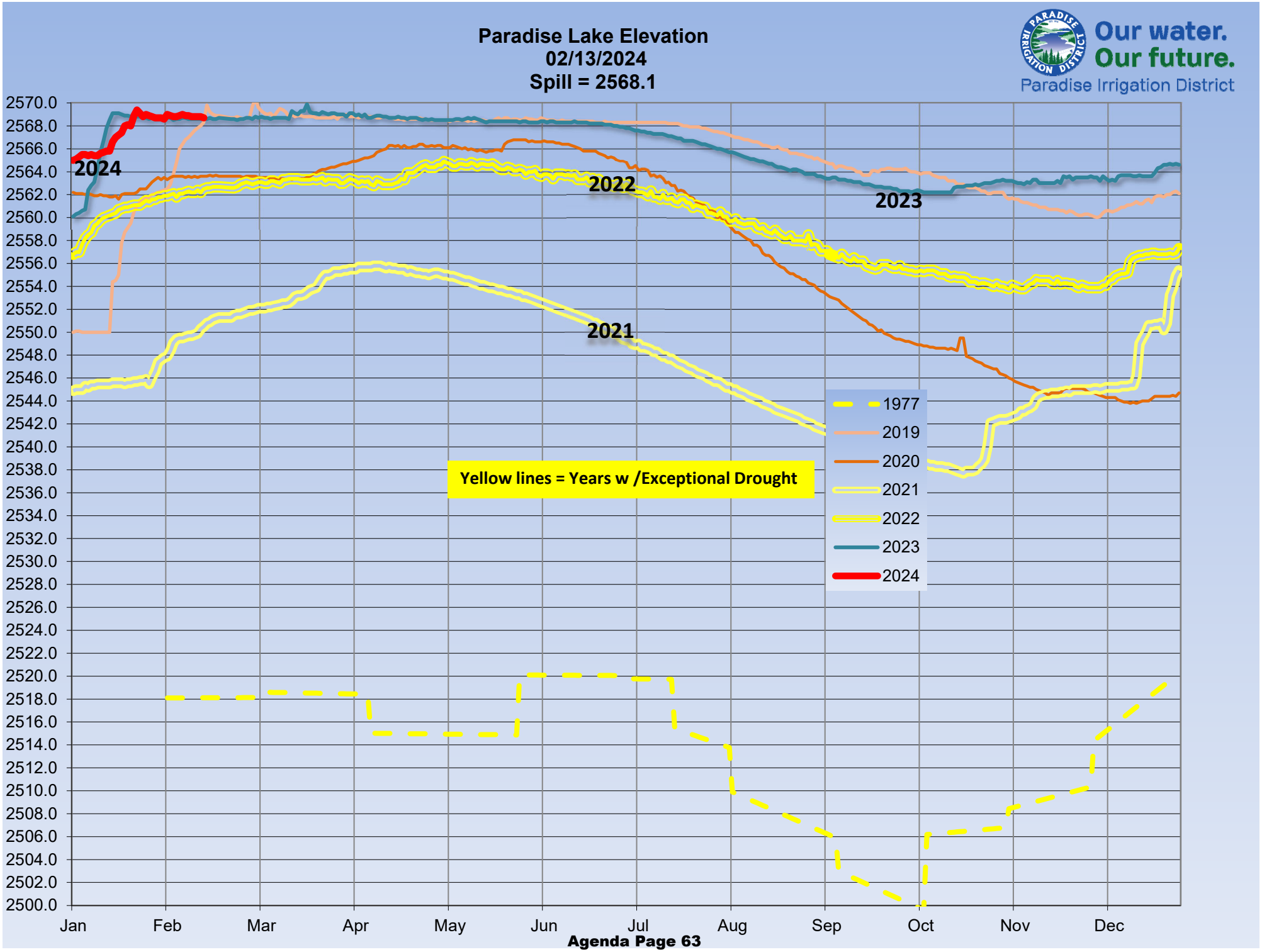
## January 2024, WATER QUALITY

- Average daily production: 2.1 mgd
- Average effluent turbidity: 0.03 ntu
- Average raw water turbidity: 2.8 ntu

**Water Levels** (as of 1/31/2024)

- Magalia Reservoir 2189.1'
- Paradise Lake +0.5' +0.5' same day in 2023
- Percentage of Water in Storage 99% of Total Available
- Rainfall for 2023/2024 rainfall year:

| | **Magalia Res.** | **Paradise Lake** |
|---|---|---|
| October | 0.84" | 1.03" |
| November | 3.47" | 4.02" |
| December | 8.52" | 9.73" |
| January | 18.69" | 17.61" |
| February | | |
| March | | |
| April | | |
| May | | |
| June | | |
| July | | |
| August | | |
| September | | |
| Total for 2023/2024 Rain Year | 31.52" | 32.39" |
| Average Rainfall | 64.00" | 65.20" |


Paradise Lake Elevation
02/13/2024
Spill = 2568.1
Our water.
Our future.
Paradise Irrigation District
2570.0
2568.0
2566.0
2564.0
2562.0
2560.0
2558.0
2556.0
2554.0
2552.0
2550.0
2548.0
2546.0
2544.0
2542.0
2540.0
2538.0
2536.0
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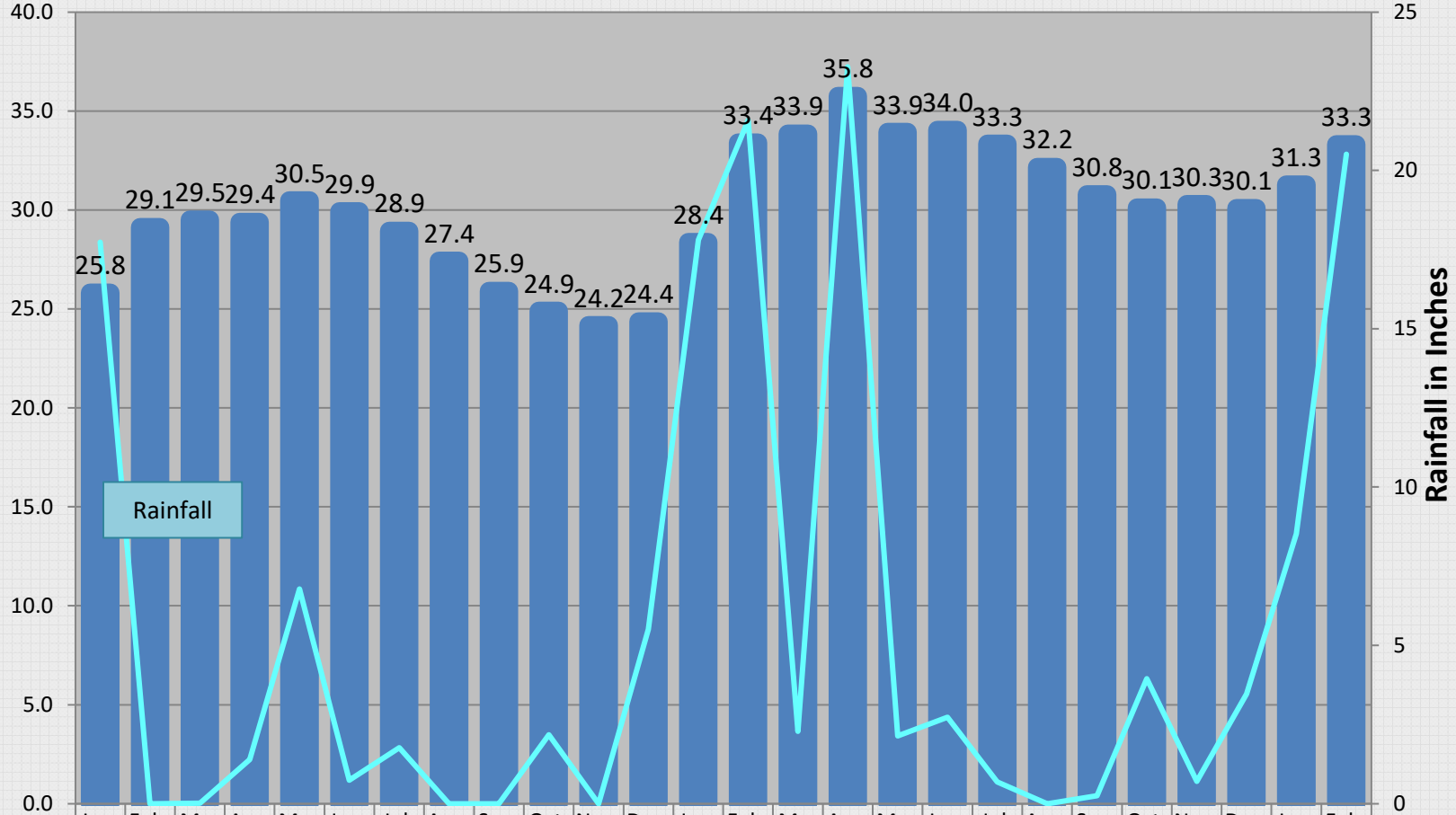
2518.0
2516.0
2514.0
2512.0
2510.0
2508.0
2506.0
2504.0
2502.0
2500.0
Jan
Feb
Mar
Apr
May
Jun
Jul
Aug
Sep
Oct
Nov
Dec
2024
2022
2023
2021
Yellow lines = Years w /Exceptional Drought
1977
2019
2020
2021
2022
2023
2024

# 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.




| | Jan-22 | Feb-22 | Mar-22 | Apr-22 | May-22 | Jun-22 | Jul-22 | Aug-22 | Sep-22 | Oct-22 | Nov-22 | Dec-22 | Jan-23 | Feb-23 | Mar-23 | Apr-23 | May-23 | Jun-23 | Jul-23 | Aug-23 | Sep-23 | Oct-23 | Nov-23 | Dec-23 | Jan-24 | Feb-24 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| months remaining | 25.8 | 29.1 | 29.5 | 29.4 | 30.5 | 29.9 | 28.9 | 27.4 | 25.9 | 24.9 | 24.2 | 24.4 | 28.4 | 33.4 | 33.9 | 35.8 | 33.9 | 34.0 | 33.3 | 32.2 | 30.8 | 30.1 | 30.3 | 30.1 | 31.3 | 33.3 |
| Rainfall | 17.7 | 0 | 0.02 | 1.4 | 6.78 | 0.74 | 1.77 | 0 | 0 | 2.18 | 0 | 5.51 | 17.8 | 21.6 | 2.29 | 23.3 | 2.14 | 2.73 | 0.69 | 0 | 0.25 | 3.95 | 0.71 | 3.47 | 8.52 | 20.5 |

**2-15-24**

**District Engineering Department Update for the Board of Directors**

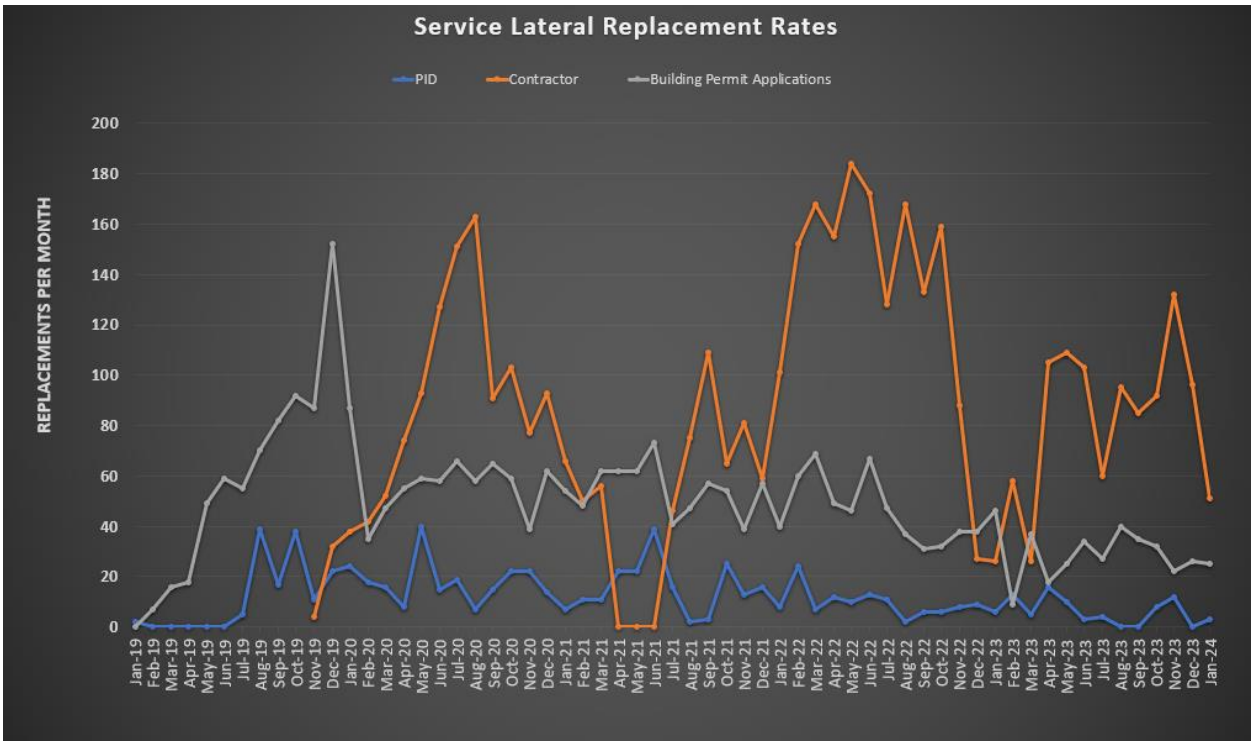
1. Working with customers and providing estimates to provide new water meter services to multiple locations throughout town.
2. Coordinated with Water Works on MISLR 3 and other projects. MISLR 2 has come to an end and is in the final stages of closing out the project.
3. Working with Slate Geotechnical Consultants for Magalia Dam 100% design. The Design has continued after meeting with FEMA, however any further required borings are on hold until FEMA has finished their review. Working with Aptim on funding possibility through BRIC 2023 for construction. The submitted time extension request has been approved by FEMA and CalOES until 10/2024.
4. Zone A pipeline is progressing nicely, they are currently working at the treatment plant on the new pump house, they are currently pouring slurry up to the foundation of the pump house.
5. Monthly water reporting is continuously being completed.
6. Working with the Town of Paradise as they complete the 2023 Off-system road paving that is to be completed in 2024, RCI is working on installing laterals before the paving begins.
7. RES B project has moved forward, final closeout and punch items are being completed.
8. Mains project is projected to begin March 4, 2024.
9. MISLR phase 3 work is completing service laterals with 4 crews, 1 dedicated to building permits and priorities and the other 3 are focused on roads the Town has on their list to be paved in 2024. With the rainy season work has been mostly delayed. We are currently looking into having RCI add an additional crew to stay ahead of the Town's paving project, cost for the additional crew has not been determined yet.
10. Reviewing new housing being built on Cypress Ln. This includes determining the number of meters needing to be added or upgraded. This construction will also incorporate a new pipeline being installed by the contractor and the replacement of one of our mains in the Mains Phase 1 project. Water service facilities agreement should be coming to the board at the March meeting.
11. Reviewing new project at 6983 Pentz rd. for a senior living complex. This will be brought to the board for approval once initial review and comments have been completed.
12. RFP for paving contractor to complete road repairs for PID has been published.
13. Work on other RFP's including Gabion wall construction, EQ tank project management, rental property updates, and tank recoating are in the process of being prepared to be published.
14. Final Design of Equalizer Tank is under review and expected to be completed in the next month.

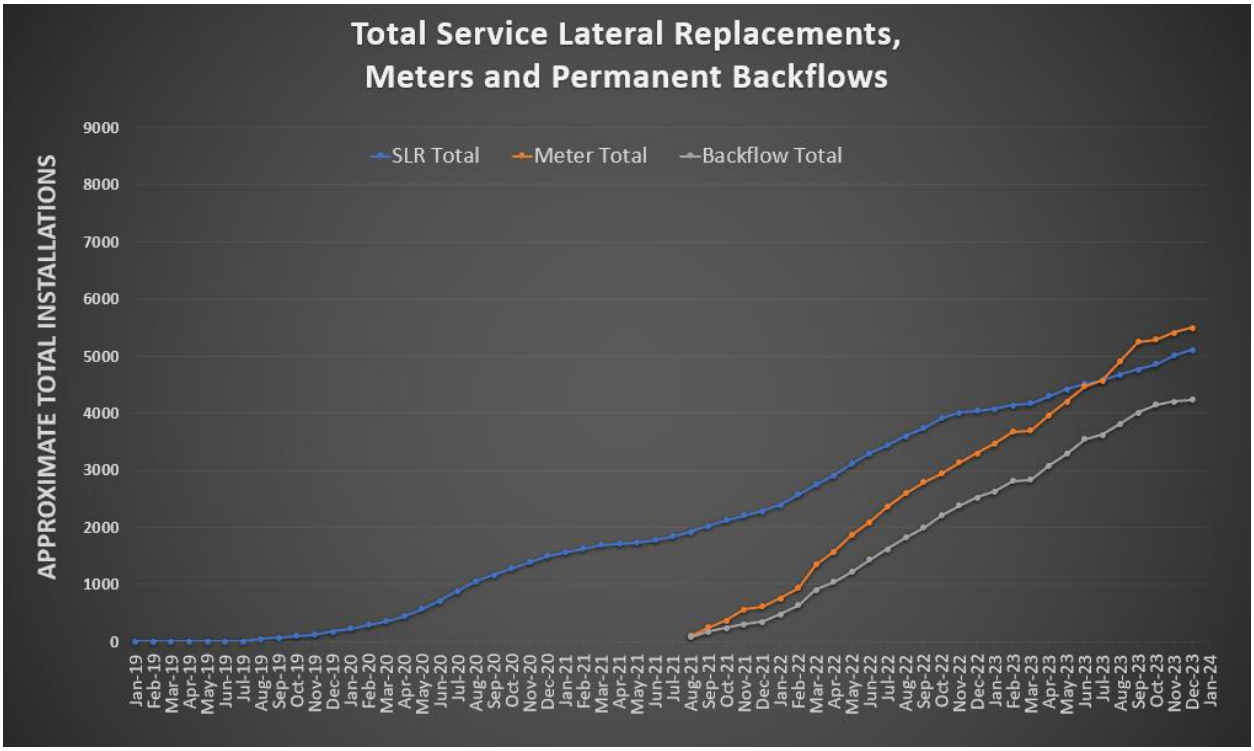
# Water Supply Recovery Program Update

## Meter Installation and Service Lateral Replacement Program

- In January the MISLR 3 Project installed the following quantities, impacted significantly by down time for weather:
    - 48 service laterals,
    - 41 meters
    - and 22 backflows
- Focus will remain on 2024 paving priorities for the Town of Paradise project to stay ahead of their work.
- Additional priority installations to support building permits and urgent requests for water.
- New permit applications at the Town of Paradise stayed low at 25/month in January although we are seeing a faster approval of submitted permits. These are being incorporated into RCI's workflow with a target of 4 weeks from assignment, weather permitting.

# Water Supply Recovery Program Update



# Water Supply Recovery Program Update

## Main Replacement Project

- Preparations underway for the begging of physical work in March
- Coordination with the Town ongoing
- Close coordination with West Valley to support a smooth project startup process

## Henson Road Culvert Replacement

- Scope and cost in review by PID staff.

## Reservoir B Replacement Project

- The final project close-out tasks are in progress.
    - Electrical Punchlist – Closing out electrical punchlist and final revisions to SCADA program
    - Engineers (WWE and Arcsine) will complete the as-built documents with the contractor's marks.
    - RFC 25 – Slab Crack Repair
        - Contractor submitted a request for payment for extra work related to addressing the tank slab cracks. Contractor claimed the reason for the slab cracks were due reduced rebar thickness and spacing. The reduced spacing and rebar were specified by the tank supplier, CST, and were reduced compared to the contract documents provided by WWE. PID and WWE rejected this request stating: "The reduced thickness and rebar spacing, and the corresponding defects are the sole responsibility of the contractor."

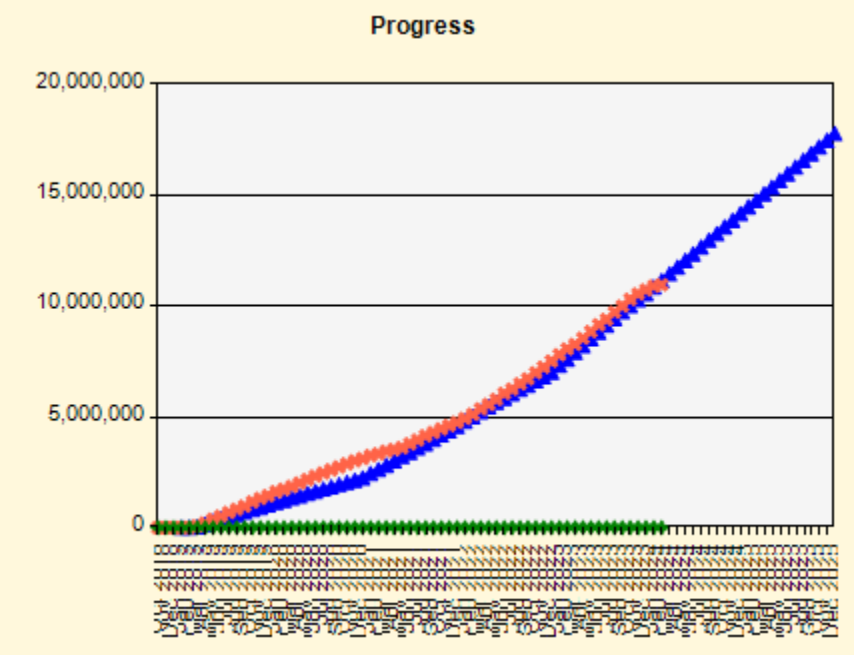
## Zone A Pump Station and Transmission Main Project

- Slurry backfill below the pump station continues to be poured as the contractor brings up the finished grade to install the structural rebar and concrete for the pump can encasement and the building foundation.

# Water Supply Recovery Program Update

## Program Management Budget

- Work in the last month has been lighter than expected with weather impacts.
- Within budget and on schedule.



AGENDA ITEM 6.g.
APTIM Post-Fire Recovery Update

FEBRUARY 21, 2024

# Post-Fire Recovery Update

## FEMA Public Assistance (PA) – DR-4407 (Camp Fire Major Disaster Declaration)

The FEMA PA Program provides reimbursements for costs incurred while responding to and recovering from a Presidentially declared major disaster. For this event, the federal cost share was 90% on Emergency Work projects (Categories A-B) and 75% on Permanent Work projects (Categories C-G). CalOES covers 75% of the remaining local cost share, so they pay 7.5% and 18.75% respectively. This typically leaves PID with 2.5% and 6.25% respectively.

For this event, PID was able to claim donated resources and offset the entire local cost share on the emergency work projects. In addition, some of the funding from the Drinking Water State Revolving Fund (DWSRF) is offsetting the local cost share on the major PWs for repairing the water system as well as the replacement Reservoir B when FEMA denied the mitigation proposal. With all funding combined, PID is now only paying a local cost share on recovery-related projects of approximately 0.3%.

Upcoming priorities and recent developments include:

- **Financial Dashboard Development** – Data input is beginning for the dashboard platform, with a deadline of February 29.
- **FEMA BRIC grant for Magalia Dam Construction –** The BRIC NOI was successfully submitted Friday, August 18. We received an initial list of critiques and suggestions for updates from CalOES. We completed and submitted the 2023 BRIC application to CalOES on December 13, 2023. CalOES issued RFIs on December 19-20, and we submitted our responses on January 5. A call to discuss the revised BCA is set for January 12, and we are expecting a smaller fine-tuning RFI the week of the board meeting. We fulfilled a small revision RFI on on February 12, and are working on a final revision to the inundation data for submission February 21.
- **Pending PA Reimbursement Requests** – We are continuously working with CalOES reviewers to clarify documentation and finalize costs on multiple projects. CalOES has begun review of the first reimbursement request for PW 333, and we are still awaiting feedback on status from our new CalOES representative.

Following are status summaries for each project awarded by FEMA under Public Assistance:

**PW 3 GP 72826 B Emergency Response/Protective Measus**

| | |
|---|---|
| Obligated: | $ 1,654,810.97 |
| Fed Share: | $ 1,489,329.88 |
| State Share: | $ 124,110.82 |
| Received: | $ 1,637,185.00 |
| Pending: | $ 23,744.30 |

Project is in closeout with CalOES. Overpayment will be addressed at closeout.

APTIM

## PW 15 GP 84775 Z PID Management Costs

| | | |
|---|---|---|
| Obligated: | $ | 68,779.00 |
| Fed Share: | $ | 68,779.00 |
| Pending Amend: | $ | 4,105,052.56 |
| Received: | $ | 0.00 |
| Pending: | $ | 4,105,052.56 |

Project 84775/PW 15 was obligated when PID only had PW 3 obligated at $1,375,597.87, leading to PW 15 having a total value of 5% of that amount or $68,779.89. Since then, PID has had an additional 12 obligations for a total of $82,101,045.19, resulting in a need for an amendment to add 5% of that value, or $4,105,052.26. Amendment was requested on 4/18/22.

## PW 33 GP 84011 A Arborist

| | | |
|---|---|---|
| Obligated: | $ | 10,210.00 |
| Fed Share: | $ | 9,189.00 |
| State Share: | $ | 765.75 |
| Received: | $ | 9,955.00 |
| Pending: | $ | 0.00 |

Project will be closed out when the last small project is closed out.

## PW 138 GP 90006 F Water Storage Tanks and Supporting Systems

| | | |
|---|---|---|
| Obligated: | $ | 0.00 |
| Fed Share: | $ | 0.00 |
| State Share: | $ | 0.00 |
| Received: | $ | 0.00 |
| Pending: | $ | 0.00 |

Project was written as a placeholder for potential damages to tanks and associated systems. None were found, and if any had been found, insurance would have covered it and the deductible is on the equipment/vehicles PW.

## PW 221 GP 94422 G District-wide Fencing

| | | |
|---|---|---|
| Obligated: | $ | 100,000.00 |
| Fed Share: | $ | 75,000.00 |
| State Share: | $ | 18,750.00 |
| Received: | $ | 93,750.00 |
| Pending: | $ | 0.00 |

Project was initially written for $578,655.00 with an insurance reduction of $478,655.00, have received all funding from FEMA and CalOES. Project is pending completion of Reservoir B, so all damaged funding can be completed under one project. Project can then be closed out upon completion of all small projects.

## PW 238 GP 94415 C Road Damage Caused by Fire (Henson Road Culvert)

| | | |
|---|---|---|
| Obligated: | $ | 134,173.00 |
| Fed Share: | $ | 100,629.75 |
| State Share: | $ | 25,157.44 |
| Received: | $ | 2,516.00 |
| Pending: | $ | 123,271.19 |

Project was written for repair costs of $84,263.00 and 406 mitigation costs of $49,910.00 to armor the culvert openings with rock. PID has reassigned this to Water Works, and the RFP was issued for the design of the project.

## PW 257 GP 84049 B Contaminant Testing by PID

| | | |
|---|---|---|
| Obligated: | $ | 1,781,833.70 |
| Fed Share: | $ | 1,603,650.33 |
| State Share: | $ | 133,637.53 |
| Received: | $ | 1,576,922.00 |
| Pending: | $ | 160,365.86 |

Most of project funds have been received due to the project being complete at the time of obligation. Remainder (10% of fed share) will be held against closeout of the disaster. We have submitted documentation, both for corrections and additional costs, for a net increase of $530,892.56.

## PW 265 GP 96404 E Vehicles, Equipment and Buildings

| | | |
|---|---|---|
| Obligated: | $ | 35,942.32 |
| Fed Share: | $ | 26,956.74 |
| State Share: | $ | 6,739.19 |
| Received: | $ | 33,695.00 |
| Pending: | $ | 0.00 |

Project was written for $883,769.59, with a reduction for anticipated insurance proceeds of $847,827.27. Has been fully paid as a small project. PID staff are working through the list of minor repairs and purchases that need to be made to complete this project. APTIM's Meera Narayanan-Pandit is continuing to work with PID staff in reconciling the project to date.

## PW 321 GP 76334 F Reservoir B

| | | |
|---|---|---|
| Obligated: | $ | 347,704.00 |
| Fed Share: | $ | 260,778.00 |
| State Share: | $ | 65,194.50 |
| Received: | $ | 0.00 |
| Pending: | $ | 325,972.50 |

Project was written for replacement of Reservoir B in its pre-disaster form with cover and liner. FEMA rejected 406 mitgation proposal to replace with steel tanks. DWSRF is funding the full project, so FEMA funds aren't needed here.

APTIM

## PW 326 GP 91767 Donated Resources

| | | |
|---|---|---|
| Obligated: | $ | 382,983.85 |
| Fed Share: | $ | 344,685.47 |
| State Share: | $ | 28,723.79 |
| Received: | $ | 376,281.00 |
| Pending: | $ | 2,871.74 |

FEMA allows donated resources projects as a way to offset the local cost share. PID received $1,090,910.05 in donated water, but the obligation is limited to the amount that will result in matching PID's local share on other Category A and B projects. Unsure why the CalOES' payments resulted in an overpayment – this can be resolved at disaster closeout.

## PW 328 GP 94420 D Paradise and Magalia Dam Burn Damage

| | | |
|---|---|---|
| Obligated: | $ | 35,631.32 |
| Fed Share: | $ | 26,723.42 |
| State Share: | $ | 6,680.85 |
| Received: | $ | 33,404.00 |
| Pending: | $ | 0.00 |

Project was written for minor repairs to the surface of Magalia Dam as well as damage to the conveyance pipe between the dam and WTP. Project referenced Paradise Dam as a placeholder, but no damage was observed. As a small project, this has been completed, but the scope of work will need to be completed before closing all small projects.

## PW 332 GP 94494 F Meters, Meter Boxes and AMI System

| | | |
|---|---|---|
| Obligated: | $ | 2,087,334.00 |
| Fed Share: | $ | 1,565,500.50 |
| State Share: | $ | 391,375.00 |
| Received: | $ | 39,138.00 |
| Pending: | $ | 1,917,737.50 |

Project was written for replacement of meters, meter boxes and the automated meter reading system, with a 406 mitigation proposal to replace plastic meters and boxes with brass meters and concrete boxes. Initial reimbursement requests are on hold pending further insurance information.

## PW 333 GP 94496 F Service Laterals

| | | |
|---|---|---|
| Obligated: | $ | 42,793,182.00 |
| Fed Share: | $ | 32,094,886.50 |
| State Share: | $ | 8,023,721.62 |
| Received: | $ | 802,372.00 |
| Requested: | $ | 13,401,025.98 |
| Pending: | $ | 25,915,210.14 |

Project was written for testing and replacement of the rest of the FEMA-eligible service laterals, after PW 355 covered the initial phase of service lateral replacements from the Sutton contract. This project includes a 406 mtiigation proposal for backflows for the quantity of laterals granted (the remainder of backflows are covered on project 349). This project includes the latter half of the Sutton contract and the RCI contract. An improved project is being formulated to shift testing costs into replacing more laterals. Initial RFR submitted 1/18/23.

**PW 349 GP 130152 F Water Mains**

| | |
|---|---|
| Obligated: | $ 29,873,110.00 |
| Fed Share: | $ 22,404,832.50 |
| State Share: | $ 5,601,208.12 |
| Received: | $ 560,120.00 |
| Pending: | $ 27,445,920.62 |

Project was written for replacement of mains determined to be damaged by testing, as well as a 406 mitigation proposal for the remainder of backflows. This project is only recently started and initial reimbursement requests will be formulated soon.

**PW 355 GP 130189 F Initial Service Laterals (pre-FEMA-428 Program)**

| | |
|---|---|
| Obligated: | $ 4,587,432.00 |
| Fed Share: | $ 3,440,574.00 |
| State Share: | $ 860,144.00 |
| Received: | $ 4,386,732.00 |
| Pending: | $ 86,014.00 |

Project was written for the initial phase of service lateral replacements from the Sutton contract. FEMA's titling of the project as "completed outside of 428" led to confusion of CalOES and early payment of funds – notified CalOES of the issue and they decided not to pursue correction of the issue since the work had already been completed. Working on resolving the Sutton change orders to get ready for project closeout – the increase in eligible costs will be submitted at closeout for extra reimbursement, which is expected to surpass the amount of CalOES' overpayment. Sutton issues appear to be resolved and we will file for reimbursement as soon as final payment is processed.

## FEMA Hazard Mitigation Grant Program (HMGP)

The FEMA Hazard Mitigation Grant Program is a competitive grant program tied to major disaster declarations. The program provides mitigation opportunities for facilities that were not damaged by the event, but that could be hardened against or protected from a similar type of event.

For the DR-4407 (2018 Camp Fire) HMGP cycle, PID submitted four applications. One application was allowed to partially move forward as an Advance Assistance HMGP grant, for the study and design of the options to restore Magalia Dam. For the DR-4344 (2017 Wildfires) HMGP cycle, PID had submitted an application for a generator at the WTP, as well as pipeline and pump stations improvements. This grant was suddenly revived in early 2022, and we just received the formal award notice this month.

The HUD CDBG-MIT program (discussed below) offers opportunities to provide local cost match for HMGP projects, so we will be submitting both HMGP grants for match funding when the application window opens. APTIM's CDBG advisors are working to put together guidance on any project modifications in order to be compliant with HUD-CDBG (such as Davis-Bacon provisions in RFPs and contracts).

## DR-4344-PJ0619 Paradise Water Supply Hazard Mitigation Project

| | |
|---|---|
| Awarded: | $ 6,259,315.00 |
| Federal Share: | $ 4,694,486.25 |
| PID Share: | $ 1,564,828.75 |
| Requested: | $ 1,246,504.13 |
| Received: | $ 841,390.35 |
| Pending: | $ 4,694,486.25 |

This grant (applied for before the Camp Fire) was awarded in September 2022, for a new generator at the WTP, plus pipeline and pump station upgrades for Zone A. This is also known as the ZAPS Project. PID staff are working to review/revise the 5-year-old cost estimates to determine if a budget increase request is needed. The RFPs for this scope have been reviewed for FEMA compliance, and we have located the HUD terms and conditions to add as well.

## DR-4407-PJ0278 Advance Assistance – Magalia Dam Study and Design

| | |
|---|---|
| Awarded: | $ 1,610,575.00 |
| Budget Increase: | $ 916,602.58 |
| Total Expected: | $ 2,527,177.58 |
| Federal Share: | $ 1,617,416.23 |
| PID Share: | $ 909,761.35 |
| Requested: | $ 519,445.22 |
| Received: | $ 350,625.52 |
| Remaining: | $ 1,266,790.71 |

The study phase of this grant was completed in early 2022. PID has received an extension to the period of performance and requested a budget increase approval from FEMA. We've been informed that the available bucket of funding is smaller but that PID may request the full amount remaining, and have revised our request to do so. The design contract was approved, so that design may be accomplished in time to apply for the 2023 BRIC funding cycle. CalOES has asked that coring sample work be stopped at the request of FEMA. The REC was approved by FEMA and Slate is moving forward with their geotechnical work. With approval of the REC, the budget increase should move forward soon.

## California Drinking Water State Revolving Fund (DWSRF)

The California DWSRF has awarded funding to PID, through a mixture of ASADRA and other funding sources, to accomplish the following tasks:

- Fund the Almond Street project (completed)
- Fund the replacement of Reservoir B (begun)
- Fund the local cost share of FEMA PA PWs related to the recovery of the water system (PWs 332, 333, 349 and 355)

We are working to pull all the documentation and develop a management plan that meets requirements for reporting, reimbursement, and any scope or schedule changes. We are also looking to pursue additional DWSRF grants to fund the added cost of rock removal at Reservoir B. We met with Bow Reilly at DWSRF, who confirmed that additional funding is available and can be requested to cover cost increases. Working with Brett to finalize the Reimbursment Request for B Tanks for submission February 23..

## HUD Community Development Block Grants (CDBG-DR, -MIT)

California Department of Housing and Community Development (HCD) released the allocations for CDBG-Disaster Recovery (CDBG-DR) in August 2022. Of the $14M we submitted in requests, we are expecting an allocation of approximately $3.25M. One project (the portable water treatment truck) was ruled ineligible. Several projects contained scope elements that are in the newly awarded HMGP grant, so those will be included with the Magalia Dam HMGP grant in our submission to CDBG-MIT for FEMA HMGP Match.

We met with the Town of Paradise and HCD on Wednesday 11/16/22 to discuss how information and financials will flow between PID, the Town (as the main applicant) and HCD. As of that meeting, the Town and HCD had not finalized their agreement, and our next steps are based on the finalization of that documentation, which is not expected until early next year. We met with HCD on 1/17/23 to discuss the form to prove Urgent Need and contract requirements (David-Bacon, Section 3, etc) for work we plan to fund through CDBG-DR and CDBG-MIT. On 2/13/23, the Town indicated they still hadn't seen an MSA to review. On 7/5/23, the requested CDBG Project Descriptions have been provided to the Town. The PID Board approved the subagreement in January, and the Town Council. We are awaiting finalization of the agreement from the Town.

## FEMA Building Resilient Infrastructure and Communities (BRIC)

FEMA's BRIC Notice of Intent (NOI) window ended November 11, 2022. We had intended to submit the Magalia Dam construction project in this cycle of BRIC funding, but CalOES staff informed us that the project would not be selected for this cycle due to our current schedule for having a completed, shovel-ready design. They did inform us that FEMA had held back some of the recent legislative additions to BRIC so that next year would be comparable to this year's allocation, so our current plan is to submit for next year's cycle (NOI window expected in Aug-Sep 2023). We are also seeking additional funding sources to reduce our requested cost share on BRIC, thus making us more competitive. CalOES mitigation staff provided guidance on options to pursue BRIC funding. Initial feedback from the meeting is the allocation this year is anticipated to be significantly lower than last year and will be more competitive to obtain. The BRC NOI was submitted Friday 8/18. We completed and submitted the 2023 BRIC application to CalOES on December 13, 2023. CalOES issued RFIs on December 19-20, and we submitted our responses on January 5. A call to discuss the revised BCA is set for January 12, and we are expecting a smaller fine-tuning RFI the week of the board meeting. We fulfilled a smaller RFI on February 12, and are currently working on a final inundation revision. We are also issuing a last call for letters of support from third parties.

**PARADISE IRRIGATION DISTRICT**

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

TO: PID Board of Directors

FROM: Mickey Rich, Assistant District Manager

DATE: February 21, 2024

RE: Amendments to PID Rules and Regulations, Chapter 7.10 Customer Assistance Program (CAP)

Staff has prepared the following amendments to Chapter 7.10 of the PID Rules and Regulations to facilitate the Board request to extend the current Customer Assistance Program (CAP) to vacant parcel accounts. Staff recommend making the policy effective for the next billing cycle effective March 1, 2024.

We have received feedback from staff that because most or all families with school-aged children receive snap/CalFresh, we may see a significant increase in applications. Because the District Manager must decide each year if there is sufficient revenue for this program, we are recommending recertification each year.

See Attached red-line version of the policy.

Recommended Motion:

"I move to accept the proposed amendments to PID's Rules and Regulations, Chapter 7.10, Customer Assistance Program, effective March 1, 2024.

## CHAPTER 7
## WATER RATES, OPERATING FEES AND BILLING PROCEDURES

### 7.1 WATER RATES

A current schedule of prevailing water rates, service charges, and operating fees shall be determined and approved by the Board and shall be available upon request at the District office. A current schedule of these rates, charges, and fees shall be included in Appendix A.1 of this manual.

### 7.2 PUBLIC NOTIFICATION OF WATER RATE CHANGES

Revisions to water rates, service charges, and operating fees shall normally be established as required through the public hearing process. To the extent possible, water rate changes will become effective with the next billing date which will be at least thirty (30) days following the date on which the Board approved the rate change. The District will endeavor to make public notification of the rate changes through the news media and on customer water bills, space permitting. Emergency rate changes may become effective at the discretion of the Board.

### 7.3 SERVICE CALL CHARGE

A charge may occur for each service call where it is done for the convenience of the user or made necessary through non-payment of charges or to enforce the rules of the District. A current schedule of these rates, charges, and fees shall be included in Appendix A.1 of this manual.

### 7.4 DUPLICATE BILLING CHARGE

At landowner's request, the District will send a duplicate billing to a second address (this does not change the landowner's responsibility for meter charges). A charge for this service will be added to the bill. A current schedule of these rates, charges, and fees shall be included in Appendix A.1 of this manual.

### 7.5 SPECIAL METER READING CHARGE

A charge shall be made for any special reading requested by the owner. A current schedule of these rates, charges, and fees shall be included in Appendix A.1 of this manual.

### 7.6 EXAMINATION OF METERS CHARGE

Amended 01/16/19: §7.7 & 7.8
Amended 05/20/20: §7.8
Addition 03/17/21: §7.10
Amended 06/16/21: §7.7.1 & §7.7.3
Amended 02/16/22: §7.8.3
Amended 02/15/23: §7.7.3; Addition §7.7.5
Amended 03/15/23: §7.7.3
Amended 04/19/23: §7.7.3; Addition §7.7.6

Upon executing an application and depositing an inspection fee, any customer may request that his meter be examined and tested to determine its accuracy.
The inspection fee shall be fixed from time to time by the Board and be available upon request at the District office. If such examination and test shows the meter to register over five percent (5%) more water than actually passed through it, the inspection fee will be returned to the customer and the bill for the preceding billing period and current billing period will be adjusted. If a water meter is not registering in excess of five percent (5%), the inspection fee will be retained by the District.

At the customer's request, arrangements will be made for the customer to be present while the test is being made.

## 7.7 READY TO SERVE CHARGE

**7.7.1** Authorization –

Proper authorization shall be required to seal or unseal a water meter. A service call charge shall apply to seal or unseal a water meter. During the period a meter is sealed, one-half the monthly water service charge shall apply. That same charge will also apply to sealed meters converted from the discontinued category of "temporarily removed meter".

**7.7.2** Tampered Meters or Delinquent Bill –

If meters are tampered with in any way or if a customer refuses to pay a delinquent water bill, the Manager may at his discretion have the meter removed and the fee for removing the meter shall be as fixed from time to time by the Board and be available upon request at the District office.

**7.7.3** Discontinued Service –

Beginning July 1, 2023, property owners who previously discontinued service, will be responsible for $2,000.00 of the cost of LEMO (Labor, Equipment, Materials, and Overhead) for the meter, backflow prevention device, meter remote meter reading appurtenances, and installation of a new service line from the District Main to the property line, due at the time that water service installation is requested at the property. As of July 1, 2023, property owners will be responsible for paying the capacity fee, less a credit of $4,376 per equivalent ¾" meter (see 'capacity fee credits' chart, below) at the time of reestablishing a ready-to-serve or active account. Situations in which a service line may need to be replaced include, but are not limited to:

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Amended 02/16/22: §7.8.3
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Amended 04/19/23: §7.7.3; Addition §7.7.6

A. If leak occurs on the Service Line to a property with Discontinued Service, the line will not be replaced, but turned off at the District Main.

B. If the District is replacing a mainline that serves a property with Discontinued Service, the Service Line will not be replaced.

Capacity Fee Credits

| Meter Size | Capacity Fee Credit |
|---|---|
| ¾” | $4,376.00 |
| 1” | $7,293.00 |
| 1-1/2” | $14,587.00 |
| 2” | $23,339.00 |
| 3” | $43,760.00 |
| 4” | $72,933.00 |

7.7.4 Reactivating Service –

A property owner reactivating service on a parcel with a Service Line that is still pressurized will be charged the same rate as a ¾” Meter Installation on a Developer Financed Service Line or LEMO, whichever is applicable.

7.7.5 Customer Disconnections of Water Service –

Owners will not be granted a discontinuance of service after May 1, 2023, except in the case where the lot has been legally merged with a lot that has established water service within the District.

7.7.6 Water Service Disclosure –

On and after July 1, 2023, and prior to the transfer of ownership of a parcel from a seller to a buyer or from one owner to another, the seller shall first request and complete a water service status disclosure which includes the buyer’s acknowledgement signature from the Paradise Irrigation District as a condition of opening escrow.

**7.8 BILLING PROCEDURES**

7.8.1 Billing Period –

Section 7.8 of this policy shall constitute the District’s policy on discontinuation of water service in accordance with California law. These sections of the policy and the formal shutoff notice shall

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Amended 04/19/23: §7.7.3; Addition §7.7.6

be available in English, Spanish, Chinese, Tagalog, Vietnamese, Korean, and any other language spoken by at least ten percent (10%) of the people residing in the District's service area. The policy shall be posted on the District's website. The District shall annually report the previous year's number of discontinuations of residential service for inability to pay on its internet website and report this information, if required, to the State Water Resources Control Board.

Customer accounts are billed every other month. The District will endeavor to read meters on the same working date every month. Variations to this practice will be in accordance with industry-accepted practices. Customers may make advance payments to maintain water service during their absence. The billing will reflect the current credit balance until expended. Monies placed on deposit will not bear interest.

7.8.2 Service –

The District reserves the right to refuse or discontinue service to any customer who is delinquent in payment of water charges, in accordance with District policy, unless and until such payments have been paid in full. This rule shall be effective notwithstanding the fact that the customer may not be the same person who owned the property when the delinquent charges were incurred.

Where service is at risk of being discontinued, payment may be accepted from a tenant. When this occurs, the District will have no reimbursement responsibilities to any party.

7.8.3 Delinquent Accounts –

Bills are due and payable on the date set forth in the bill. All charges shall become delinquent if not paid within thirty (30) days after the date the bill is issued ("billing date"). If the bill is not paid prior to the next billing, there shall be added thereto and become a part of such charges, and be collected by the District, a penalty of ten percent (10 %) with a minimum of 10 (ten) dollars and a maximum of thirty (30) dollars per billing on delinquent balances. Application of such penalty shall continue until the account is current, or to the time when the unpaid and delinquent charges are added to the annual assessment of the District as provided in the Water Code.
Water services may be discontinued if an account remains delinquent seventy (70) days after the bill is mailed. If delinquent charges are not paid fifty (50) days from original billing date, a fifteen (15) day notice shall be mailed to the customer and a Fifteen Day Notice fee shall be applied to the account. The Fifteen Day Notice fee shall be established in the Fees and Charges approved by the Board of Directors.

A formal shutoff notice shall be mailed seven (7) business days prior to the scheduled delinquency shutoff. If the formal shutoff notice is returned through the mail as undeliverable, then District

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Amended 02/16/22: §7.8.3
Amended 02/15/23: §7.7.3; Addition §7.7.5
Amended 03/15/23: §7.7.3
Amended 04/19/23: §7.7.3; Addition §7.7.6

staff shall make a good faith effort to visit the residence and leave the shutoff notice in a conspicuous location.

The formal shut-off notice generated in accordance with this section shall include the following: 1) the customer's name and address, 2) the amount(s) delinquent, 3) the date by which payment or arrangement for payment is required in order to avoid discontinuation of service, 4) a description of the process to apply for an extension of time to pay the delinquent charges, 5) a description of the procedure to petition for bill review and appeal, and 6) a description of the procedure by which the customer may request a deferred, reduced or alternative payment schedule, including an amortization of the delinquent service charges.

If all delinquent charges are not paid, or payment arrangements have not been made within seventy (70) days from the original billing date, on the seventy-first date of delinquency, services will be terminated and a Meter Seal Fee shall be applied whether or not the meter was physically shut off. The Meter Seal Fee shall be established in the Fees and Charges approved by the Board of Directors.

All delinquent amounts and previously billed charges shall be paid before service will be reinstated.

Request for Deferred or Alternate Payment Schedule:

Written request, with supporting documentation, delivered to District customer service staff is the sole procedure by which residential customers may request deferred or alternative payment schedules, including amortization of service charges and late penalties. Eligible customers are those that make written request and provide (1) certification of a primary care provider that discontinuation of residential service will be life threatening to, or pose a serious threat to the health and safety of a resident of the customer's service address; and (2) the customer demonstrates that they are financially unable to pay for water service. A customer will be deemed financially unable to pay for service within the normal billing cycle if any member of the customer's household is a current recipient of CalWORKs, CalFresh, general assistance, Medi-Cal, Supplemental Security Income/State Supplementary Payment Program, or California Special Supplemental Nutrition Program for Women, Infants, and Children, or the customer declares that the household's annual income is less than 200 percent of the federal poverty level. Customers satisfying all of the foregoing criteria will be entitled to defer payment of delinquent charges by entering into an amortization agreement to allow the customer to pay the delinquent charges amortized over a three (3) month period, in addition to current charges that accrue for service each month. The amortization period in the agreement may be longer than three (3) months when District staff deems necessary, but shall not exceed twelve (12) months. If the customer fails to pay under the agreement for at least sixty (60) days, service may be discontinued with at least five (5) business days' notice posted at a prominent and conspicuous location at the property. Requests for deferral and amortization of bills are available to residential customers only and should be made prior to discontinuation of service by contacting Paradise Irrigation District at its office located at 6332 Clark Road, Paradise, California, telephone number 530-877-4791.

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Amended 04/19/23: §7.7.3; Addition §7.7.6

Appeal of Bill:

If a customer believes their bill, a charge thereon, or a determination of delinquency is incorrect the customer should immediately contact District staff by phone at 530-877-4971 or in person at the District's office located at 6332 Clark Road, Paradise. If the customer still believes the bill is incorrect after contacting District staff by phone or in person, they may promptly appeal a bill in writing to the District Manager no later than five (5) business days of receipt of a disputed courtesy or final delinquency notice. Customer appeal rights will lapse and be summarily rejected if not delivered and received by the District, in writing, within five (5) business days of the courtesy or final delinquency notice. Timely written appeals must state the reason(s) why the customer believes the bill is incorrect and may be mailed or delivered in person. The District Manager shall render a decision on written appeals in a timely manner, and the District Manager's decision will be considered final with respect to all charges then existing on the disputed bill. The District Manager may request additional information from the appealing customer and/or may conduct a hearing, if the District Manager believes such process will help in rendering a decision on the customer's appeal. The District Manager's decision, including the District Manager's findings, shall be provided to the customer in writing. Service shall not be discontinued while a written appeal is pending before the District Manager.

Written appeal to the District Manager is the sole procedure by which a customer may request reduced fees. The District Manager may grant such request, in the District Manager's discretion, only upon a finding that there was an error in computation of the customer's fees. Potential reduction in fees are available to residential services only.

**Termination of Water Service to Residential Occupants including those Served through a Master Meter or Individually Metered Tenants of Multi-Unit Residential Structures Implementing Public Utility Code Section 16481.1 B and Health and Safety Code § 116916 (b)**

Paradise Irrigation District serves water to residential occupants through a master meter and individual meters in single-family and multi-unit residential structures and mobile home parks, where the owner, manager, or operator is listed as the customer of record.

These rules and regulations establish the procedure by which the District will inform the residential occupants of their rights when the master meter account or individual meter account is in arrears and service to the master meter or individual meter is threatened with termination.

1. Notice to Residential Occupants

   Where the owner, manager or operator of a multi-unit residential structure or mobile home park or similar facility is listed by the District as the customer of record and the account is in arrears, every good faith effort will be made to inform the residential occupants by means of a written notice posted on the door of each residential unit at

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least fifteen (15) days prior to service termination that service will be terminated on a date specified in the notice. If it is not reasonable or practicable to post the notice on the door of each residential unit, two copies of the notice will be posted in each common area and at each point of access to the structure or mobile home park or similar such area. The notice will be in English, Spanish, Chinese, Tagalog, Vietnamese, Korean, and any other language spoken by at least ten percent (10%) of the people residing in the District's service area.

The notice will inform the residential customers of the following:

a. That they have the right to become utility customers of the District to whom the service will be billed; and

b. That they can become utility customers in this way without being required to pay the amount due on the delinquent account; and
c. That in order to prevent the termination of service or to re-establish service, the residents must contact the District to sign up for service as set forth below.

2. Guidelines for Residential Occupants to Become Utility Customers of Paradise Irrigation District

Residential occupants of a multi-unit residential structure, mobile home park, or similar facility can become utility customers of the District and avoid termination of service, or reestablish service by becoming utility customers. The residential occupant should contact Paradise Irrigation District at its office located at 6332 Clark Road, Paradise, telephone number 530-877-4971, to request service.

The District may request the residential occupant to demonstrate creditworthiness as a condition for establishing credit. Creditworthiness will be established by the residential occupant by providing proof of prompt payment of rent or other similar credit obligations which have accrued during a six-month period of time prior to application for service.

The residential occupant may also want to contact the Community Legal Information Center at 25 Main Street, Suite 102, Chico, telephone 530-898-4354, which has been recommended by the Butte County Bar Association to provide legal advice in connection with these matters.

The District is not required to make service available to the residential occupants unless each residential occupant or a representative of the residential occupants agrees to the terms and conditions of service and meets the requirements of these Rules and

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Regulations. If one or more of the residential occupants, or a representative of the residential occupants are willing and able to assume responsibility for subsequent charges to the master meter account to the satisfaction of the District, service will be made available to the residential occupants who have met those requirements or on whose behalf those requirements have been met. A representative of the residential occupants does not include a tenants' association.

3. Liberal Construction

The District will liberally construe these Rules and Regulations to accomplish the purpose of ensuring that service to the residential occupants of a multi-unit residential structure, mobile home park or similar facility provided service through a master meter is not terminated due to non-payment unless the District has made every reasonable effort to continue service to the residential occupants.

End Discontinuance of Water Policy

Property owners shall be responsible for and receive all water statements regardless of whether or not the property or premises is being rented or leased by others. Only property owners shall be allowed to make application for water service. A property owner may request duplicate bills be sent to the tenant for a fee. The property owner will remain responsible for unpaid charges. The Duplicate Billing Fee shall be established in the Fees and Charges approved by the Board of Directors.

The District reserves the right to refuse or discontinue service to any customer who is delinquent in payment of water charges unless and until such payments have been paid in full. This rule shall be effective notwithstanding the fact that the applicant may not be the same person who owned the land when the delinquent charges were incurred.

All delinquent water bills and charges for service remaining unpaid at the time of setting the annual tax rate may be added to and become part of the annual assessment levied by the District as provided for in the Water Code of the State of California.

The District Billing Clerk with approval of the District Manager may file a lien against the property for delinquent water bills and charges for service. The District Billing Clerk, with the approval of the District Manager, may require a deposit, up to the equivalent of the charge for 150 days maximum use, in the event of a bankruptcy after the date of order for relief. The deposit may be applied to 20 percent of each bill until the deposit is reduced to the equivalent of 30 days (1 billing period) maximum use.

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This reduced deposit shall remain for one year at which time it may be credited to succeeding bills until depleted.

## 7.9 LEAK POLICY, ADJUSTMENTS, AND APPEALS

The customer is responsible for all water going through the meter. Leaks caused by frozen or broken pipes, damage, or other leaks on the customer's side of the meter shall be the responsibility of the customer. The District may, upon request of the customer, provide for a payment plan of up to one year, with no penalties, to assist customers in paying amounts billed that are attributed to a leak.

An identified leak will not result in a customer moving to a higher service charge classification so long as the leak is repaired in a timely manner. Upon request of the customer, the District will determine if a leak will result in a change in classification, based upon the circumstances, magnitude, and duration of the leak.

Online customer usage data and leak notification is available to customers. The customers are expected to respond to leak detection notifications from the District and repair leaks promptly.
The District may, upon written request of a customer supported by repair bills or other appropriate documentation, adjust such customer's bill in the case of loss of water due to circumstances beyond the reasonable control of such customer, such as a mechanical malfunction, blind leak, theft of water, vandalism, unexplained water loss or other unusual or emergency conditions. Adjustments shall not be made for faucet or toilet leaks.

The District will use its automated billing system to determine the amount of water usage attributable to the leak. Customers that fix leaks within seven days of the District's leak notification, may, upon the customer's request, and if the District determines that an adjustment is appropriate and reasonable under the circumstances, receive a credit for leak usage of up to seven days from the District's notification.

The District Manager, or his or her designee, may, in his or her sole discretion, grant an adjustment for usage attributed to the leak that occurred after the above-described seven-day period. In making such a determination, the District Manager, or his or her designee, may take into account the cause of water loss, any negligence or fault of the customer in connection therewith, and the difficulty of repair.

Any customer seeking relief under this policy must make a written request to the District as soon as possible and in no event later than ninety days after the closing date of the billing cycle in which the leakage occurred.

Amended 01/16/19: §7.7 & 7.8
Amended 05/20/20: §7.8
Addition 03/17/21: §7.10
Amended 06/16/21: §7.7.1 & §7.7.3
Amended 02/16/22: §7.8.3
Amended 02/15/23: §7.7.3; Addition §7.7.5
Amended 03/15/23: §7.7.3
Amended 04/19/23: §7.7.3; Addition §7.7.6

The District's determinations under this policy will be made by District staff in writing and mailed to the owner at the billing address on the District's records. Any person aggrieved by a staff determination may file a written appeal to the Board of Directors, no later than sixty days after the date of staff's determination. The Board will consider the appeal and make its decision at a noticed public meeting.

## 7.10 CUSTOMER ASSISTANCE PROGRAM (CAP)

This rate assistance program provides a $10.00 per month reduction from the total service charge for active residential customers and up to one water service account for vacant land property owners. The subsidy amount comes from the unallocated portion of the 1% annual property taxes collected within the District.

a. Each December the District Manager will determine if the District has sufficient unallocated "non-rate revenue" from PID's share of property taxes to be received for the subsequent year.
b. On a first-come-first-served basis, the specified number of qualifying applicants who apply and provide qualifying documentation, on or after the first working day of December of each year, will be designated to receive a $10.00 per month reduction in their otherwise applicable total service charge to their residential user classification billing for the succeeding calendar year.

c. Applications will NOT be accepted without a copy of the qualifying documentation. Both documents (PID application and ~~PG&E bill~~proof of income) must be submitted simultaneously.

d. There will be no retroactive credits given.

e. Customers receiving the CAP discount will be required to re-certify every ~~three~~ years.

~~f. The District will first consider PG&E CARE qualified customers and if any funds remain, the District will consider qualified PG&E FERA customers in the order received.~~ Any of the following proofs of income may be submitted with the application:

a. Proof of enrollment in PG&E's CARE program
b. CalWORKs, CalFresh, general assistance, or Medi-Cal (or non-California state equivalent)
c. Supplemental Security Income/State Supplementary Payment Program
d. California (or state equivalent) Special Supplemental Nutrition Program for Women, Infants, and Children
e. Proof that the household's annual income is less than 200 percent of the federal poverty level

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Amended 01/16/19: §7.7 & 7.8
Amended 05/20/20: §7.8
Addition 03/17/21: §7.10
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Amended 03/15/23: §7.7.3
Amended 04/19/23: §7.7.3; Addition §7.7.6

The Board reserves the right to modify the terms and conditions of the program at any time at a regular or special meeting.

Amended 01/16/19: §7.7 & 7.8
Amended 05/20/20: §7.8
Addition 03/17/21: §7.10
Amended 06/16/21: §7.7.1 & §7.7.3
Amended 02/16/22: §7.8.3
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Amended 04/19/23: §7.7.3; Addition §7.7.6

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

**DATE:** **February 13, 2024**

**TO:** **PID Board of Directors**

**FROM:** **Tom Lando, District Manager**
**Georgeanna Borrayo, District Secretary**

**RE:** **Meetings of the Board of Directors –Regular Meetings**
**February 21, 2024 Board of Directors Meeting**

**Background**

During the regular meeting of the Board of Directors held on January 17, 2024, direction was given to staff to prepare the necessary documents to present an amendment to revise the regular meeting schedule. Currently, the scheduled monthly meetings during the months of June and December are held during daytime hours at 8:30 a.m. and the time of all other regular meetings of the Board are conducted at 5:30 p.m.

Resolution No. 2024-02 would revise the meeting time of all regular meetings of the Board of Directors to be held during evening hours at 5:30 p.m. and direct the secretary to publish this resolution as required by law.

The proposed policy revision to Chapter 4.1.A., Regular Meetings, reflects the change to the meeting time to 5:30 p.m. for all regular meetings as presented under Resolution No. 2024-02.

The recommended form of motion would be:

"I move to adopt Resolution No. 2024-02 and proposed revisions to the Paradise Irrigation District Policy and Procedures Manual, Chapter 4 – Meetings, to amend the meeting time of all regular meetings of the Board of Directors to 5:30 p.m."

## RESOLUTION NO. 2024-02

## RESOLUTION AMENDING THE REGULAR MONTHLY MEETING SCHEDULE OF THE BOARD OF DIRECTORS OF THE PARADISE IRRIGATION DISTRICT

**WHEREAS**, the regular Board Meetings of the Board of Directors of the Paradise Irrigation District are currently conducted on the third Wednesday of each month; and

**WHEREAS**, the scheduled monthly meetings during the months of June and December are currently held during daytime hours at 8:30 a.m. and the time of all other regular meetings of the Board are conducted at 5:30 p.m.; and

**WHEREAS,** the Board of Directors wishes to revise its regular meeting schedule to hold all regular Board Meetings of the Board of Directors during evening hours at **5:30 p.m**. in the Paradise Irrigation District Board Room, 6332 Clark Road, Paradise, California; and

**WHEREAS**, California Government Code section 54954 states that the Board of Directors shall provide, by ordinance, resolution, bylaws, or by whatever other rule is required for the conduct of business by the Board of Directors, the time and place for holding regular meetings; and,

**WHEREAS,** California Water Code section 21378 provides that the Board may change its regular meeting date by Resolution provided that the Resolution is published once a week for two successive weeks in a newspaper published in Butte County.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Paradise Irrigation District that the regular board meeting schedule shall be amended. The meeting time of all regular meetings of the Board shall be held at 5:30 p.m. All regular Board Meetings of the Board of Directors will be held on the third Wednesday of each calendar month in the Paradise Irrigation District Board Room, 6332 Clark Road, Paradise, California.

**BE IT FURTHER RESOLVED THAT** the District secretary is directed to publish this resolution as required by law.

**ADOPTED** by the Board of Directors of the Paradise Irrigation District on the _____ day of _____, 2024 by the following vote:

**Ayes**:
**Noes**:
**Absent**:
**Abstain**:

_____
Bob Matthews
President of the Board of Directors
Paradise Irrigation District

**Attest:**

_____
Georgeanna Borrayo
Secretary to the Board of Directors
Paradise Irrigation District

## CHAPTER 4

## MEETINGS

### 4.1 MEETINGS OF THE BOARD OF DIRECTORS

Compliance with the Open Meeting Law (Brown Act) or other statutory requirements regarding public meeting agendas and minutes is complex and cannot be prescribed separate from the statutory requirements. The reader of these Rules and Regulations is encouraged to use these provisions as general guidelines and to inquire about the numerous complexities provided by the Legislature of the State of California in regard to open meetings and public participation in those meetings.

A. Regular Meetings –

All regular Board Meetings of the Board of Directors will be held on the third Wednesday of each calendar month at 5:30 p.m. in the Paradise Irrigation District Board Room at 6332 Clark Road, Paradise, California. ~~During the months of June and December regular meetings shall be held at 8:30 a.m. During all other months, regular meetings shall be held at 5:30 p.m.~~

# THIRD AMENDMENT TO EMPLOYMENT AGREEMENT

This Third Amendment is made to the Employment Agreement dated April 21, 2021, between the PARADISE IRRIGATION DISTRICT ("District") and MICKEY RICH ("Employee") on this _____ day of February, 2024.

## RECITALS

WHEREAS, District and Employee entered into an Employment Agreement dated April 21, 2021;

WHEREAS, that Employment Agreement allows the parties to amend upon concurrence of the parties; and

WHEREAS, Employee wishes to continue serving as Assistant District Manager, and District wishes to retain Employee in that capacity.

NOW THEREFORE, District and Employee hereby agree to amend the above-referenced Employment Agreement as follows:

Effective upon approval by the Board of Directors, the following paragraph of the Employment Agreement shall be replaced with:

5. SALARY.
   (a) Effective May 1, 2024, District agrees to pay Employee One Hundred Twenty-Six Thousand, Five Hundred Dollars ($126,500) in salary per year for her services, payable in installments at the same time as other employees of the District are paid and subject to customary withholdings.
   (b) Effective May 1, 2025, subject to subdivision (e), below, Employee's annual salary will increase to One Hundred Twenty-Nine Thousand, Six Hundred Sixty-Two Dollars and Fifty Cents ($129,662.50) payable in installments at the same time as other employees of the District are paid and subject to customary withholdings.
   (c) Effective May 1, 2026, subject to subdivision (e), below, Employee's annual salary will increase to One Hundred Thirty-Two Thousand, Nine Hundred Four Dollars and Six Cents ($132,904.06) payable in installments at the same time as other employees of the District are paid and subject to customary withholdings.
   (d) District has commissioned a study of comparable salaries for similar positions to those held by District employees, including Employee's position. The study has not been completed.
   (e) If the recommended salary in the study is less than $129,662.50 no salary increase shall be given in 2025 or 2026 without an amendment to this agreement.

Nothing contained herein shall alter the at-will nature of Employee's employment or create an entitlement to payment if Employee is no longer employed.

All other provisions of the Employment Agreement dated April 21, 2021, shall remain in full force and effect as therein written.

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

_____
Mickey Rich

_____
Bob Matthews, President
Paradise Irrigation District

ATTEST: _____
Georgeanna Borrayo, District Secretary
Paradise Irrigation District

# SECOND AMENDMENT TO EMPLOYMENT AGREEMENT

This Amendment is made to the Employment Agreement dated April 21, 2021, between the PARADISE IRRIGATION DISTRICT ("District") and TOM LANDO ("Employee") this ___ day of February 2024.

## RECITALS

WHEREAS, District and Employee entered into Employment Agreement dated April 21, 2021;

WHEREAS, the Agreement allows the parties to amend upon concurrence of the parties;

WHEREAS, on November 17, 2021, the parties approved First Amendment to Employment Agreement;

WHEREAS, Employee wishes to continue serving as District Manager and District wishes to retain Employee in that capacity;

NOW THEREFORE, District and Employee hereby agree to amend the above-referenced Employment Agreement as follows:

Effective February 24, 2024, upon approval by the Board of Directors, paragraph three (3) of the Employment Agreement shall be replaced with:

> 3. SALARY. District agrees to pay Employee One Hundred Eighty-Five Thousand Dollars ($185,000.00) in salary per annum for his services, payable in installments at the same time as other employees of the District are paid and subject to customary withholdings.

All other provisions of the Employment Agreement dated April 21, 2021, and the First Amendment to Employment Agreement dated November 17, 2021, shall remain in full force and effect as therein written.

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

Dated: _____

_____
Tom Lando

Dated: _____

Paradise Irrigation District

_____
Bob Matthews, President

ATTEST:

_____
Georgeanna Borrayo, District Secretary
Paradise Irrigation District