



Paradise Irrigation District

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

NOTICE ADDENDUM TO AGENDA

**PARADISE IRRIGATION DISTRICT
FINANCE COMMITTEE MEETING
6332 CLARK ROAD, PARADISE, CA 95969
AND
TELECONFERENCE LOCATION:
The Rehmann Group
5800 Gratiot Avenue
Saginaw, MI 48638**

THURSDAY, AUGUST 3, 2023 – 8:00 AM

Friday, July 28, 2023

ADDING TO AGENDA BY ADDENDUM

Teleconference Location: In accordance with the Brown Act, a teleconference location has been added to the August 3, 2023 Finance Committee Meeting Agenda Notice. Teleconference Location: 5800 Gratiot Avenue, Saginaw, MI 98638.

The revised meeting agenda is attached.

APPROVED:

Georgeanna Borrayo

Georgeanna Borrayo
Board Secretary

Enc.



Paradise Irrigation District

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AGENDA

FINANCE COMMITTEE MEETING THURSDAY, AUGUST 3, 2023 – 8:00 AM

PID BOARD MEETING ROOM
6332 CLARK ROAD, PARADISE, CA 95969

AND TELECONFERENCE LOCATION:

The Rehmann Group
5800 Gratiot Avenue
Saginaw, MI 48638

Committee Members: Board of Directors – Bob Matthews & Chris Rehmann
PID Staff – Brett Goodlin, Finance & Accounting Manager,
Tom Lando, District Manager and Mickey Rich, Assistant District Manager
Public Members – Gary Ledbetter and Steve Oehler

- ❖ *The Board of Directors is committed to making its meetings accessible to all citizens. Any persons requiring a special accommodation to participate, is requested to contact the District Secretary at 530-877-4971, extension 2039 at least 72 hours in advance of the meeting.*
- ❖ *Members of the public may submit comments prior to the meeting via email to gborrayo@paradiseirrigation.com before 7:30 a.m. on the day of the meeting or they may comment on Agenda items during the time the item is presented. Speakers may comment on items not listed on the Agenda under Public Comment. Comments should be limited to a maximum of three (3) minutes. State Law prohibits the PID Board of Directors from acting on items not listed on the agenda. The public may access this meeting remotely:
Web access Via Zoom Meeting platform: <https://us02web.zoom.us/j/88192841237>
Telephone: +1 669 900 6833 US
Meeting ID: 881 9284 1237*

1. Opening

2. Public Participation

This is the time for members of the audience to present items not on the agenda. No action can be taken on these items, but they may be placed on future agendas for consideration. Comments should be limited to a maximum of three minutes duration. If more time is needed, communication may be submitted in writing to committee members, or placed on the agenda for a future committee meeting.

3. Year-to-Date Finance Update and Discussion: Review of year-to-date Income Statement and Expenditures. (Brett Goodlin, Finance & Accounting Manager).

(Pages 3-9) 4. Policy Review – Chapter 14 – Investment Policy.

(Pages 10-11) 5. Review of Paradise Irrigation District Schedule of Fees and Charges

6. Staff Updates: Update from staff on finance-related projects.

7. Adjournment – Next scheduled meeting: September 7, 2023, 8:00 AM

PARADISE IRRIGATION DISTRICT

Expense Approval Report

Percentage of Total Payments* by Account

July 1 -31, 2023

*Displaying accounts greater than 1%

Account Number	Account Name	Payments	% of Total
01-70-601099	Rebuild & Capital	1,640,157.53	49.31%
01-70-635020	Engineering	489,036.77	14.70%
01-150701	Vehicles - Holding	477,922.09	14.37%
01-40-635099	Miscellaneous Prof. Services	379,596.43	11.41%
01-120000	Pre-Paid Expenses	74,925.94	2.25%
01-122040	Pre-Paid Insurance - Medical	45,489.95	1.37%
01-70-600090	Inventory Expense	45,112.79	1.36%
01-210030	FICA	41,604.50	1.25%
01-210045	Retirement	35,104.28	1.06%
	<i>Remainder</i>	<i>\$97,287.75</i>	<i>2.92%</i>
Grand Total		\$3,326,238.03	

PARADISE IRRIGATION DISTRICT

Expense Approval Report

Percentage of Total Payments* by Vendor

July 1 -31, 2023

*Displaying accounts greater than 1%

Vendor	Payments	% of Total	
RCI General Engineering	934,927.80	28.11%	
Myers and Sons Construction, LLC	656,023.00	19.72%	
T&S Construction Co., Inc	438,909.87	13.20%	
Corning Ford	383,737.80	11.54%	
Slate Geotechnical Consultants, Inc.	379,596.43	11.41%	
ACWA/JPIA	108,926.92	3.27%	
Illinois Tool Works Inc.	94,184.29	2.83%	
Internal Revenue Service	70,932.35	2.13%	
Zenner USA	45,112.79	1.36%	
	<i>Remainder</i>	<i>\$213,886.78</i>	<i>6.43%</i>
Grand Total	\$3,326,238.03		



Paradise Irrigation District

Expense Approval Report

By Vendor Name

Payment Dates 7/1/2023 - 7/31/2023

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
Vendor: 01021 - ACWA/JPIA				
07/26/2023	APA001101	700058	Dental	2,213.09
07/26/2023	APA001101	700058	Life	522.67
07/26/2023	APA001101	700058	EAP	96.72
07/26/2023	APA001101	700058	Health	30,541.99
07/26/2023	APA001101	700058	Vision	626.51
07/17/2023	57973	10512	Property Program Renewal	74,925.94
Vendor 01021 - ACWA/JPIA Total:				108,926.92
Vendor: 02957 - Aflac				
07/07/2023	DFT0006266	INV0006912	Montly Invoices	127.20
07/07/2023	DFT0006267	INV0006913	Montly Aflac Invoice	228.12
07/21/2023	DFT0006327	INV0006929	Montly Invoices	127.20
07/21/2023	DFT0006328	INV0006930	Montly Aflac Invoice	228.12
Vendor 02957 - Aflac Total:				710.64
Vendor: 03211 - Amazon.com				
07/05/2023	DFT0006316	114-2078565-3957014	Supplies	512.88
07/06/2023	DFT0006289	112-4058540-0783409	Supplies	14.54
07/06/2023	DFT0006291	113-6080557-2949858	Supplies	346.29
07/06/2023	DFT0006312	114-3947914-8992236	Supplies	109.85
07/11/2023	DFT0006314	112-1273043-8967415	Supplies	85.98
07/11/2023	DFT0006311	113-7652598-5208222	Supplies	24.43
07/11/2023	DFT0006313	113-8074723-1073823	Supplies	47.61
07/13/2023	DFT0006315	113-4906138-8260240	Supplies	71.30
Vendor 03211 - Amazon.com Total:				1,212.88
Vendor: 03090 - APTIM Environmental & Infrastructure LLC				
07/17/2023	APA001084	597580	Recovery Coordination	27,026.39
Vendor 03090 - APTIM Environmental & Infrastructure LLC Total:				27,026.39
Vendor: 01068 - Aramark Uniform Services				
07/10/2023	DFT0006301	5066312246	Uniforms	107.44
07/10/2023	DFT0006283	5066316990	Uniforms	374.09
07/10/2023	DFT0006301	5066316992	Uniforms	119.42
07/10/2023	DFT0006282	5066322663	Uniforms	374.09
07/10/2023	DFT0006292	5066322675	Uniforms	119.42
07/10/2023	DFT0006292	5066328847	Uniforms	376.59
07/10/2023	DFT0006292	5066328848	Uniforms	119.42
Vendor 01068 - Aramark Uniform Services Total:				1,590.47
Vendor: 01082 - AT&T				
07/10/2023	APA001060	20098181	Office telephones	735.31
Vendor 01082 - AT&T Total:				735.31
Vendor: 01942 - Butte Co - Neal Rd Landfill				
07/10/2023	APA001061	20593	Landfill fee	69.48
07/26/2023	APA001102	20685	Landfill fee	194.55
Vendor 01942 - Butte Co - Neal Rd Landfill Total:				264.03
Vendor: 01266 - Cedar Creek Publishing				
07/17/2023	APA001085	230711_P1	Postage / Marketing	1,211.25
07/17/2023	APA001085	230712_P1	Postage / Marketing	3,534.31
Vendor 01266 - Cedar Creek Publishing Total:				4,745.56
Vendor: 03157 - Clarity HR Consulting				
07/11/2023	DFT0006318	1690	HR Consulting	425.00
Vendor 03157 - Clarity HR Consulting Total:				425.00

Expense Approval Report

Payment Dates: 7/1/2023 - 7/31/2023

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
Vendor: 03264 - CORE & MAIN LP				
07/17/2023	APA001086	5617806(2)	Inventory	2,337.82
Vendor 03264 - CORE & MAIN LP Total:				2,337.82
Vendor: 01336 - Corning Ford				
07/05/2023	57966	256430	2023 F450 dump truck	106,889.48
07/05/2023	57965	256431	2023 F450 dump truck	106,889.48
07/28/2023	57982	258144	2023 F150 pick up VIN 1FTEW1...	52,958.85
07/28/2023	57983	258209	F650 dump truck VIN 1FDNF6D...	116,999.99
Vendor 01336 - Corning Ford Total:				383,737.80
Vendor: 02888 - Elecsys International Corporation				
07/10/2023	APA001062	SIP-E179127	Misc. supplies	10.00
Vendor 02888 - Elecsys International Corporation Total:				10.00
Vendor: 01480 - Employment Development Dept.				
07/10/2023	DFT0006274	INV0006922	State Income Tax Withholding	5,274.40
07/10/2023	DFT0006277	INV0006925	State Disability Withholding	1,135.54
07/24/2023	DFT0006335	INV0006939	State Income Tax Withholding	6,032.15
07/24/2023	DFT0006338	INV0006942	State Disability Withholding	1,316.21
Vendor 01480 - Employment Development Dept. Total:				13,758.30
Vendor: 01521 - Fastenal Co				
07/17/2023	APA001087	CACHC122604	Supplies	504.96
Vendor 01521 - Fastenal Co Total:				504.96
Vendor: 03041 - Fechter & Company, CPA's				
07/10/2023	APA001063	2284	Audit	4,000.00
Vendor 03041 - Fechter & Company, CPA's Total:				4,000.00
Vendor: 01527 - Ferguson Enterprises, Inc				
07/10/2023	APA001064	1773284-1	Corp Stop - Serv Brass - 2 ' MIP x..	1,713.86
07/10/2023	APA001064	1796627	G-5 valve box	1,241.28
07/10/2023	APA001064	1764741	shut off tool	1,063.49
Vendor 01527 - Ferguson Enterprises, Inc Total:				4,018.63
Vendor: 03298 - Ferreira Water Service, Inc.				
07/17/2023	APA001088	1814	corp yard dust control	1,724.00
Vendor 03298 - Ferreira Water Service, Inc. Total:				1,724.00
Vendor: 01528 - FGL Environmental				
07/10/2023	APA001065	373775A	Water Quality Monitoring	61.00
07/10/2023	APA001065	373776A	Routine Bacti Monitoring	103.00
07/17/2023	APA001089	373232A	Academy Shut down	28.00
07/17/2023	APA001089	373233A	Routine Bacti Monitoring	103.00
07/17/2023	APA001089	373425A	Foster Shut down	28.00
07/17/2023	APA001089	373558A	Siler shut down	28.00
07/17/2023	APA001089	373996A	Scottwood Shut down	28.00
07/17/2023	APA001089	373852A	Elk Lodge Shut Down	28.00
07/17/2023	APA001089	374037A	Wet chemistry	31.00
07/26/2023	APA001103	374251A	Routine Bacti Monitoring	103.00
Vendor 01528 - FGL Environmental Total:				541.00
Vendor: 02945 - Fiserv Solutions, LLC				
07/10/2023	APA001066	90239777	Bank charges	13.45
Vendor 02945 - Fiserv Solutions, LLC Total:				13.45
Vendor: 01594 - Government Finance Officers Association				
07/01/2023	DFT0006293	2023-2024	Renewal Fees	160.00
Vendor 01594 - Government Finance Officers Association Total:				160.00
Vendor: 01616 - Grainger Inc				
07/17/2023	DFT0006319	9758151246	Repairs	707.71
Vendor 01616 - Grainger Inc Total:				707.71
Vendor: 01705 - Hunt & Sons, Inc.				
07/10/2023	APA001067	165234	85gals. unleaded gasoline	376.44
07/10/2023	APA001067	177180	55gals. clear diesel	257.96

Expense Approval Report

Payment Dates: 7/1/2023 - 7/31/2023

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
07/17/2023	APA001090	188563	200gals. unleaded gasoline	852.10
07/17/2023	APA001090	197532	191gals. unleaded gasoline	841.94
Vendor 01705 - Hunt & Sons, Inc. Total:				2,328.44
Vendor: 01713 - I.B.E.W. Local Union 1245				
07/10/2023	APA001068	INV0006920	Union Dues	-52.00
07/10/2023	APA001068	INV0006920	Union Dues	1,100.32
07/26/2023	APA001104	INV0006937	Union Dues	-52.00
07/26/2023	APA001104	INV0006937	Union Dues	1,125.14
Vendor 01713 - I.B.E.W. Local Union 1245 Total:				2,121.46
Vendor: 01716 - ICMA Retirement Trust-401				
07/07/2023	DFT0006269	INV0006915	Retirement - 401(a) Match	2,701.27
07/21/2023	DFT0006330	INV0006932	Retirement - 401(a) Match	2,813.77
Vendor 01716 - ICMA Retirement Trust-401 Total:				5,515.04
Vendor: 01715 - ICMA Retirement Trust-457				
07/07/2023	DFT0006270	INV0006916	Retirement Trust - 457	2,701.27
07/07/2023	DFT0006271	INV0006917	Deferred Comp 457	8,523.14
07/07/2023	DFT0006272	INV0006918	Retirement Trust - 457	2,174.62
07/07/2023	DFT0006273	INV0006919	Retirement Trust - 457	951.46
07/21/2023	DFT0006331	INV0006933	Retirement Trust - 457	2,813.77
07/21/2023	DFT0006332	INV0006934	Deferred Comp 457	9,100.84
07/21/2023	DFT0006333	INV0006935	Retirement Trust - 457	2,372.68
07/21/2023	DFT0006334	INV0006936	Retirement Trust - 457	951.46
Vendor 01715 - ICMA Retirement Trust-457 Total:				29,589.24
Vendor: 03179 - Illinois Tool Works Inc.				
07/17/2023	APA001091	INV217225	PO-2922	94,184.29
Vendor 03179 - Illinois Tool Works Inc. Total:				94,184.29
Vendor: 02807 - Infosend				
07/17/2023	APA001092	241733	Postage & Mailings	737.07
07/17/2023	APA001092	241667	Postage & Mailings	444.99
07/17/2023	APA001092	241734	Postage & Mailings	737.87
07/26/2023	APA001105	241925	Postage & Mailings	9.45
Vendor 02807 - Infosend Total:				1,929.38
Vendor: 01731 - Internal Revenue Service				
07/10/2023	DFT0006275	INV0006923	FICA Withholding	15,595.78
07/10/2023	DFT0006276	INV0006924	Fed Withholding	13,585.98
07/10/2023	DFT0006278	INV0006926	Medicare Withholding	3,647.38
07/24/2023	DFT0006336	INV0006940	FICA Withholding	18,122.90
07/24/2023	DFT0006337	INV0006941	Fed Withholding	15,741.87
07/24/2023	DFT0006339	INV0006943	Medicare Withholding	4,238.44
Vendor 01731 - Internal Revenue Service Total:				70,932.35
Vendor: 03057 - International Brotherhood of 137 TCWH				
07/10/2023	APA001069	INV0006921	Union Dues Teamsters	373.39
07/26/2023	APA001106	INV0006938	Union Dues Teamsters	409.40
Vendor 03057 - International Brotherhood of 137 TCWH Total:				782.79
Vendor: 01749 - Jensen Precast				
07/10/2023	APA001070	CD99200223	Box - concrete composite - large	1,629.85
07/10/2023	APA001070	CD99200223	concrete composite lid large	1,108.08
Vendor 01749 - Jensen Precast Total:				2,737.93
Vendor: 03299 - MGE Underground, Inc.				
07/10/2023	57967	2023-06	Hydrant meter - MGE Undergro...	-808.24
07/10/2023	57967	2023-06	Hydrant meter MGE Undergrou...	-244.14
07/10/2023	57967	2023-06	Hydrant meter - MGE Undergro...	2,000.00
Vendor 03299 - MGE Underground, Inc. Total:				947.62
Vendor: 01908 - MJB Welding Supply				
07/17/2023	APA001093	01437609	welding supplies	465.63
Vendor 01908 - MJB Welding Supply Total:				465.63

Expense Approval Report

Payment Dates: 7/1/2023 - 7/31/2023

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
Vendor: 03295 - Montrose Environmental Group, Inc				
07/10/2023	APA001071	CINV-197240	PFAS Sampling	1,530.00
07/10/2023	APA001071	CINV-197241	PFAS Sampling	1,505.00
Vendor 03295 - Montrose Environmental Group, Inc Total:				3,035.00
Vendor: 03225 - Myers and Sons Construction, LLC				
07/26/2023	APA001107	348-11	Reservoir B replacement project	656,023.00
Vendor 03225 - Myers and Sons Construction, LLC Total:				656,023.00
Vendor: 03045 - N.C.G.T. SECURITY FUND				
07/11/2023	1291	2023-07	Health 2023-07	13,806.00
Vendor 03045 - N.C.G.T. SECURITY FUND Total:				13,806.00
Vendor: 01742 - Nelson's Building Maintenance, Inc.				
07/17/2023	APA001094	777509	Supplies	275.71
07/17/2023	APA001094	777844	Supplies	211.09
Vendor 01742 - Nelson's Building Maintenance, Inc. Total:				486.80
Vendor: 01960 - Normac				
07/17/2023	DFT0006321	9054322-001	Backflow bags	119.70
07/17/2023	DFT0006320	0011259975-001	1" backflow bags	2,878.06
Vendor 01960 - Normac Total:				2,997.76
Vendor: 01980 - Northern Recycling & Waste Svcs				
07/17/2023	DFT0006322	2023-07	Garbage	35.66
07/17/2023	DFT0006322	2023-07	Garbage	56.97
07/17/2023	DFT0006322	2023-07	Garbage	180.52
07/17/2023	DFT0006322	2023-07	Garbage	62.68
Vendor 01980 - Northern Recycling & Waste Svcs Total:				335.83
Vendor: 01950 - Northstate Aggregate, Inc.				
07/17/2023	APA001095	159698	Sand	558.44
07/17/2023	APA001095	159762	Blk Base	959.38
07/17/2023	APA001095	144835	Supplies	28.02
07/17/2023	APA001095	144853	Supplies	148.70
07/17/2023	APA001095	159589	Blk Base and Sand	1,039.48
Vendor 01950 - Northstate Aggregate, Inc. Total:				2,734.02
Vendor: 01985 - NTU Technologies, Inc.				
07/26/2023	APA001108	12444	ProPac 9600 (ACH)	15,754.20
Vendor 01985 - NTU Technologies, Inc. Total:				15,754.20
Vendor: 02030 - Pace Supply				
07/17/2023	DFT0006326	5/10 Pmnt	Double payment credit	-7,772.59
07/17/2023	DFT0006326	08870511	Reducer - CI - 6' x 4' FL	153.49
07/17/2023	DFT0006326	08870511	Adaptor - CI - 6' MJ x FL	205.05
07/17/2023	DFT0006326	08870511	Corp Stop - Serv Brass - 2' MIP x..	345.46
07/17/2023	DFT0006326	08870511	Corp Stop - Serv Brass - 1' MIP x..	392.21
07/17/2023	DFT0006326	08870511	Valve Gate - CI - 6' FL x MJ	2,106.51
07/17/2023	DFT0006326	08870511	Cap Tapped - CI- 4'x2' MJ	65.11
07/17/2023	DFT0006326	08870511	Valve Ball - Brass - 2"	52.61
07/17/2023	DFT0006326	08870511	Pipe - C-900 - 4'	3,011.74
07/17/2023	DFT0006326	08870511	Adaptor - CI - 4' MJ x FL	90.83
07/17/2023	DFT0006326	08870511	Pipe - HDPE - 1"	130.14
07/17/2023	DFT0006326	08870511	Pipe - C-900 - 6'	956.34
07/17/2023	DFT0006326	08870511	Angle Stop - Serv Brass - 1' Co...	689.60
07/17/2023	DFT0006326	08870511	Tee - CI - 6' FL	651.89
07/17/2023	DFT0006326	088705711-1	Service Saddle - C-900 4' x 2'	366.13
Vendor 02030 - Pace Supply Total:				1,444.52
Vendor: 02081 - Pacific Gas & Electric Company				
07/01/2023	DFT0006286	2023-06	Utility	17,664.85
07/03/2023	57964	FH230620M	Hydrant meter closeout (4/28/...	-290.85
07/03/2023	57964	FH230620M	Hydrant meter closeout (6/23/...	-267.19
07/03/2023	57964	FH230620M	Hydrant meter closeout	229.03
07/03/2023	57964	FH230620M	Hydrant meter closeout	2,000.00

Expense Approval Report

Payment Dates: 7/1/2023 - 7/31/2023

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
07/24/2023	DFT0006317	2023-07(1)	Utility	186.27
Vendor 02081 - Pacific Gas & Electric Company Total:				19,522.11
Vendor: 02070 - Peterson				
07/17/2023	APA001096	PC010225054	supplies	98.60
07/10/2023	APA001072	PC010225222	Repair	295.48
Vendor 02070 - Peterson Total:				394.08
Vendor: 03048 - Plan B Professional Answering Service				
07/10/2023	APA001073	2023-07	Answering service	160.60
Vendor 03048 - Plan B Professional Answering Service Total:				160.60
Vendor: 03167 - RCI General Engineering				
07/10/2023	57968	2023-04	MISLR2 5% retention	-49,206.73
07/10/2023	57968	2023-04	MISLR 2 Invoiced	984,134.53
Vendor 03167 - RCI General Engineering Total:				934,927.80
Vendor: 03086 - RDO Equipment Co.				
07/10/2023	APA001074	W2193676	Repairs	2,699.72
Vendor 03086 - RDO Equipment Co. Total:				2,699.72
Vendor: 02057 - Riebes Auto Parts				
07/10/2023	APA001075	5356-121164 (reissue)	Repair parts	20.18
07/10/2023	APA001075	5356-124225 (reissue)	parts & supplies	22.29
07/13/2023	DFT0006323	5356-131102	Parts & Supplies	91.04
Vendor 02057 - Riebes Auto Parts Total:				133.51
Vendor: 02211 - Sabre Backflow, LLC.				
07/17/2023	APA001097	INV0006927	90 swivel fittings	99.44
07/17/2023	APA001097	INV0006927	backflow test kit	1,179.86
Vendor 02211 - Sabre Backflow, LLC. Total:				1,279.30
Vendor: 03153 - Slate Geotechnical Consultants, Inc.				
07/17/2023	APA001098	2057	Magalia Dam Final Design	249,777.24
07/17/2023	APA001098	2080	Magalia Dam Final Design	129,819.19
Vendor 03153 - Slate Geotechnical Consultants, Inc. Total:				379,596.43
Vendor: 03273 - Snap-On Credit LLC				
07/01/2023	DFT0006287	2023-06	Software	99.00
Vendor 03273 - Snap-On Credit LLC Total:				99.00
Vendor: 03210 - Spatial Networks, Inc.				
07/01/2023	DFT0006298	7E7049A6-0047	Field software, Fulcrum	714.00
Vendor 03210 - Spatial Networks, Inc. Total:				714.00
Vendor: 02292 - Standard Insurance Company				
07/11/2023	57969	2023-07	2023-07 ST Disability	18.41
07/11/2023	57969	2023-07	2023-07 LT Disability	119.67
07/11/2023	57969	2023-07	2023-07 LT Disability	232.50
07/11/2023	57969	2023-07	2023-07 ST Disability	35.77
07/11/2023	57969	2023-07	2023-07 ST Disability	8.43
07/11/2023	57969	2023-07	2023-07 LT Disability	54.80
07/11/2023	57969	2023-07	2023-07 LT Disability	195.20
07/11/2023	57969	2023-07	2023-07 ST Disability	30.03
Vendor 02292 - Standard Insurance Company Total:				694.81
Vendor: 03061 - Sterling Health Services, Inc DBA				
07/07/2023	DFT0006268	INV0006914	HSA Contribution	167.30
07/21/2023	DFT0006329	INV0006931	HSA Contribution	167.30
Vendor 03061 - Sterling Health Services, Inc DBA Total:				334.60
Vendor: 03284 - T&S Construction Co., Inc - Umpqua Bank				
07/26/2023	APA001110	2023-06	Zone A Pipeline (5% Retntion)	23,100.51
Vendor 03284 - T&S Construction Co., Inc - Umpqua Bank Total:				23,100.51
Vendor: 03283 - T&S Construction Co., Inc				
07/26/2023	APA001109	2023-06	Zone A Pipeline	438,909.87
Vendor 03283 - T&S Construction Co., Inc Total:				438,909.87

Expense Approval Report

Payment Dates: 7/1/2023 - 7/31/2023

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
Vendor: 02362 - Thomas Ace Hardware				
07/10/2023	APA001076	207152	Supplies	223.38
07/17/2023	APA001099	207238	Supplies	71.98
07/10/2023	APA001076	208229	Supplies	8.15
07/10/2023	APA001076	208232	Supplies	76.11
07/10/2023	APA001076	208250	Supplies	43.08
07/10/2023	APA001076	208279	Supplies	81.64
07/17/2023	APA001099	208348	Supplies	21.72
07/17/2023	APA001099	208711	Supplies	40.15
07/10/2023	APA001076	208748	Supplies	38.67
07/10/2023	APA001076	208822	Tools	38.91
07/10/2023	APA001076	209189	Supplies	18.62
07/10/2023	APA001076	209238	Supplies	8.67
07/10/2023	APA001076	209244	Supplies	40.41
07/10/2023	APA001076	209394	Supplies	10.96
07/10/2023	APA001076	209552	Tools	26.57
07/10/2023	APA001076	209553	Supplies	5.61
07/10/2023	APA001076	209653	Supplies	19.42
07/10/2023	APA001076	209703	Tools	131.37
07/17/2023	APA001099	209766	Supplies	4.03
07/10/2023	APA001076	209853	Supplies	143.58
07/10/2023	APA001076	209884	Tools	108.39
07/10/2023	APA001076	209894	Supplies	8.06
07/17/2023	APA001099	209905	Supplies	28.02
07/10/2023	APA001076	209991	Supplies	38.20
07/17/2023	APA001099	209993	Supplies	125.44
Vendor 02362 - Thomas Ace Hardware Total:				1,361.14
Vendor: 02363 - Thomas Hydraulic				
07/10/2023	APA001077	17111	Repairs	5.49
Vendor 02363 - Thomas Hydraulic Total:				5.49
Vendor: 03261 - Tractor Supply Company				
07/06/2023	DFT0006325	1133925719	Supplies	162.37
07/06/2023	DFT0006324	164917	Supplies	59.22
Vendor 03261 - Tractor Supply Company Total:				221.59
Vendor: 02394 - Tyler Technologies, Inc.				
07/26/2023	APA001111	025-429570	Software	3,713.90
07/26/2023	APA001111	025-429988	Software	101.20
Vendor 02394 - Tyler Technologies, Inc. Total:				3,815.10
Vendor: 02692 - United Rentals, Inc				
07/10/2023	APA001078	221245818-001	Vehicle Barricade	1,831.75
Vendor 02692 - United Rentals, Inc Total:				1,831.75
Vendor: 02681 - Univar USA, Inc.				
07/10/2023	APA001079	51278312	Sodium Bisulfite 25%	1,632.74
Vendor 02681 - Univar USA, Inc. Total:				1,632.74
Vendor: 02686 - USA Blue Book				
07/10/2023	APA001080	INV00050048	Equipment repair	160.27
07/17/2023	APA001100	INV00065255	Supplies	2,577.65
Vendor 02686 - USA Blue Book Total:				2,737.92
Vendor: 02712 - VistaNet inc.				
07/10/2023	APA001081	22210	I.T.	120.00
07/10/2023	APA001081	22213	I.T.	30.00
Vendor 02712 - VistaNet inc. Total:				150.00
Vendor: 03134 - White Glove Cleaning Svc Inc				
07/10/2023	APA001082	76597	Janitorial services	456.00
07/10/2023	APA001082	76598	Janitorial services	550.00
07/10/2023	APA001082	76599	Janitorial services	495.00
Vendor 03134 - White Glove Cleaning Svc Inc Total:				1,501.00

Expense Approval Report

Payment Dates: 7/1/2023 - 7/31/2023

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
Vendor: 02867 - Zenner USA				
07/10/2023	APA001083	0078717-IN	3/4" fire serv meter	45,112.79
Vendor 02867 - Zenner USA Total:				45,112.79
Grand Total:				3,326,238.03

CHAPTER 14.A INVESTMENT POLICY

14.1 INTRODUCTION

It shall be the policy of the District to invest its cash assets in such a manner as to comply with the requirements of the California Government Code, to maintain the integrity of the principal of all investments, and to provide for necessary liquidity. Within those restrictions, the District shall attempt to obtain the highest return possible.

14.2 SCOPE

This Investment Policy (Policy) covers all District funds.

14.3 OBJECTIVES

The objectives of this investment policy include the following in order of importance:

A. Safety –

It shall be the primary duty and responsibility of those authorized to invest the District's funds to protect, preserve, and maintain cash and investments placed in trust on behalf of the citizens of the District. Diversification is allowed within the guidelines of California Government Code (CGC) § 53601 et seq.

B. Liquidity –

An adequate amount shall be maintained in liquid short-term securities, which can be converted to cash as necessary to meet disbursement requirements. Since all cash requirements cannot be anticipated, investments in securities with active secondary or resale markets will be used. Emphasis will be on marketable securities with low sensitivity to market risk.

C. Yield –

Yield shall be a consideration only after the basic requirements of safety and liquidity have been met.

14.4 POLICY

A. Legal Investment Authority –

All available funds shall be invested in accordance with the provisions of the California Government Code (CGC) § 53601 et seq., and as authorized in accordance with GUIDELINES Section 14.5.A.

1. The Board, as the legislative body of the District and in accordance with § 53607 of the CGC, delegates and authorizes the Treasurer to invest or reinvest funds of the District, to sell or exchange securities so purchased and to assume full responsibility for those transactions as described in this Statement of Investment Policy. Under the provision of CGC § 53600.3, the Treasurer is a trustee and a fiduciary subject to the prudent investor standard. Said authority shall be held at the pleasure of the Board, and shall be subject to renewal annually.
2. The Treasurer may delegate a portion of his/her investment authority to a Deputy Treasurer. Prior to the delegation of the investment authority to a Deputy Treasurer, the Treasurer shall notify the Board and request confirmation of the delegation. Delegation of investment authority will not remove or abridge the Treasurer's investment responsibility.
3. The Treasurer may engage the services of one or more external investment advisors to assist in the management of the District's investment portfolio in a manner consistent with the District's objectives and in accordance with this Policy. Such external managers may provide advice and effectuate trades in a discretionary capacity within the guidelines established in this Policy. Such managers must be registered under the Investment Advisors Act of 1940 and must have not less than five years' experience investing in the securities and obligations authorized by the CGC § 53601, and with assets under management in excess of five hundred million dollars (\$500,000,000).

B. Those Authorized to Invest District Funds –

In accordance with Section 21187 of the California Water Code, the Treasurer has appointed the following as "Deputy Treasurers" to assist in handling the **investment practices of the District**. By approval of this document these appointments are hereby ratified by the Board. The Board shall review the appointment of Deputy Treasurers annually at the first Board meeting each January.

District Manager
~~Office-Asst. District~~ Manager
Finance Committee Board Members by appointment
Investment Advisor

The Treasurer and Deputy Treasurers are authorized to direct and invest District funds in accordance with this Policy.

C. Reports –

Monthly: Report of Transactions. All transactions into, out of or between various investments will be monitored and summaries reported monthly.

Quarterly:

1. Procedure.

The Treasurer shall furnish a Quarterly Investment/Cash report to the Board within forty-five (45) days following the close of the preceding quarter.

2. Content of Report.

Shall include a statement of compliance with this policy, and, as necessary, liquidity versus forecasted cash flow for the next six (6) months.

Detail Reports

Description of each investment

Cost

Market value (identify source)

Rate of Return - face and current

Date purchased (except LAIF)

Earned interest accrued and received

Maturity Date

Identify holder of security

Identify any funds managed or controlled by outside parties (except LAIF)

Summary by Investment Type (i.e., Treasury Notes, GNMA, LAIF)

Summary by Maturity Date

0 – 90 days

90 – 365 days

1 – 2 years

2 – 3 years

Etc.

Summary of Beginning Balance, Transactions, and Ending Balance

Annually:

Prior to January 31st at a meeting of the Board, the Board shall review the Statement of Investment Policy (including the authorization of the Treasurer to assume full responsibility for investment transactions) and amend it as appropriate or otherwise ratify its continuance. The Board will also confirm the delegation of the Investment functions as provided in Section 14.4.A. of this Policy.

D. Selling Securities Prior to Maturity –

Except for investments with maturities of one year or less, sale transactions prior to maturity shall be made only to provide for cash requirements, to sell an investment which does not meet current Investment Policy or to restructure maturities to meet current goals. However, such sales prior to maturity may be made to secure higher yields provided the objectives of safety and liquidity are met first.

Sufficient written documentation to facilitate audit of the transaction must be maintained.

E. Interest –

Interest shall be accounted for on the accrual basis quarterly. Gains or losses on the sale of securities will be recorded on the transaction date.

14.5 GUIDELINES

The following Guidelines are established to direct and control investment activities and are a part of the above policies:

A. Investments –

The investment portfolio shall be reviewed periodically by one of the following: Treasurer, District Manager, ~~Office-Asst. District~~ Manager or Finance Committee Board member to insure compliance with this Policy.

B. Pooled Cash –

Whenever practical District cash shall be consolidated and invested on a pooled concept basis. Interest earnings will be allocated according to specific Board designated reserve accounts and other non-designated funds at monthly intervals.

C. Competitive Bids –

Purchase and sale of securities should be made on the basis of competitive offers and bids when applicable.

D. Cash Forecast –

Treasurer shall prepare six-month cash forecast for basis of setting goals for investment maturities quarterly or annually, and when any significant changes take place that would materially revise the forecast.

E. Investment Limitations –

Security purchases and holdings will be maintained within statutory limits imposed by the CGC § 53601 et seq. and contractual agreements. ~~Additionally, only investments listed below as Permitted Investments may be purchased or held:~~

INVESTMENT TYPE	MAXIMUM MATURITY	MAXIMUM SPECIFIED % OF PORTFOLIO	MINIMUM QUALITY REQUIREMENTS
LOCAL AGENCY BONDS	5 YEARS	— NONE —	— NONE —
U.S. TREASURY OBLIGATIONS	5 YEARS	— NONE —	— NONE —
STATE OBLIGATIONS — CA AND OTHERS (CA preference)	5 YEARS	— NONE —	— NONE —
CA LOCAL AGENCY OBLIGATIONS	5 YEARS	— NONE —	— NONE —
U.S. AGENCY OBLIGATIONS	5 YEARS	— NONE —	— NONE —
BANKERS' ACCEPTANCES	180 DAYS	40%	— NONE —
COMMERCIAL PAPER — SELECT AGENCIES	270 DAYS	25% OF THE AGENCIES MONEY	"A-1/P-F-1"; if the issuer has issued long-term debt it must be rated "A" without regard to modifiers"
COMMERCIAL PAPER — OTHER AGENCIES	270 DAYS	40% OF THE AGENCY'S MONEY	"A-1/P-F-1"; if the issuer has issued long-term debt it must be rated "A" without regard to modifiers"
NEGOTIABLE CERTIFICATES OF DEPOSIT	5 YEARS	30%	— NONE —
CD PLACEMENT SERVICE	5 YEARS	30%	— NONE —
REPURCHASE AGREEMENTS	1 YEAR	— NONE —	— NONE —
REVERSE REPURCHASE AGREEMENTS AND SECURITIES LENDING AGREEMENTS	92 DAYS	20% OF THE BASE VALUE OF THE PORTFOLIO	— NONE —
MEDIUM TERM NOTES	5 YEARS	30%	"A" RATING
MUTUAL FUNDS AND MONEY MARKET MUTUAL FUNDS	N/A	20%	MULTIPLE
COLLATERALIZED BANK DEPOSITS	5 YEARS	— NONE —	— NONE —
MORTGAGE PASS-THROUGH SECURITIES	5 YEARS	20%	"AA" RATING
BANK/TIME DEPOSITS	5 YEARS	— NONE —	— NONE —
COUNTY POOLED INVESTMENT FUNDS	N/A	— NONE —	— NONE —
JOINT POWERS AUTHORITY POOL	N/A	— NONE —	MULTIPLE
LOCAL AGENCY INVESTMENT FUND (LAIF)	N/A	— NONE —	— NONE —

F. Liquidity –

The marketability (salability) of a security should be considered at the time of purchase, as the security may have to be sold at a later date to meet unanticipated cash demands. The portion of the portfolio which may have to be liquidated in order to meet cash requirements should, therefore, consist largely of securities with active secondary or resale markets. This would include short-term maturities to limit the effect of market risk on the market price of securities.

G. Long-Term Maturities –

Maturities over three years should be limited to those funds, which clearly will not be required before maturity (or one year before maturity). A line of credit collateralized by the investment portfolio shall be established for short term borrowing. Any use of this line of credit is subject to Board Approval prior to execution.

H. Broker / Dealers –

Broker / Dealers and investment advisors shall be provided with a copy of this Policy to assure that they are aware of what are designated as Permitted Investments as well as those investments which are specifically prohibited.

I. Diversification –

The purpose of diversifying is to reduce the overall portfolio risks while attaining a market rate of return. Therefore, it needs to be conceptualized in terms of maturity, instrument types and issuer. The portfolio should consist of a mix of various types of securities, issuers and maturities.

Paradise Irrigation District																
Current and Proposed Fee Schedule																
	Proposed	Current Fees	Note	District Secretary	Accounting Technician	Billing Technician	Customer Service Rep	Finance & Accounting Mng	Meter Serviceperson	Meter Supervisor	Utility 2	Engineering	Service Truck	Materials Cost	Noticing & Mailing Costs	Calculated
Hourly Rate				\$78.50	\$44.00	\$48.77	\$35.66	\$82.74	\$45.61	\$66.96	\$39.86	\$97.92	\$42.39			
Meter Fees																
Meter Installation	40 + LEMO	\$30.00	+ LEMO*			0.1	1									\$40.54
Meter Removal	30+ LEMO	\$0.00				0.25	0.5									\$30.02
Construction Water																
Permit Fee	No Change		Current Business 2" Meter Charge / mo.		0.5				0.5				0.5			\$66.00
Hydrant Deposit	No Change	\$2,000.00												1600		\$1,600.00
Cost of Water	No Change		3 x Highest Tiered Consumption Charge													\$0.00
Meter Set/Move Charge	\$ 41.00	\$30.00			0.1		0.1		0.5				0.25		\$0	\$41.37
Damages	No Change		Actual LEMO* Costs													\$0.00
Unauthorized Taking of Water Penalty																
First Offense	No Change	\$100.00	Written Warning				0.1								\$2	\$5.57
Second & Subsequent	No Change	\$2,000.00	+ applicable civil code violations				0.1								\$2	\$5.57
Miscellaneous Utility Billing/Customer Fees:																
Special Meter Reading	\$ 30.00	\$20.00				0.1	0.1		0.25				0.25		\$2	\$32.44
Service Trip Charge	\$ 30.00	\$20.00					0.2		0.25				0.25		\$2	\$31.13
Returned Check	\$ 46.00	\$25.00				0.15		0.15						25	\$2	\$46.73
Duplicate Bill	\$ 2.00	\$1.00	each billing				0.05								\$1	\$2.28
Fifteen Day Notice	\$ 15.00	\$10.00				0.15	0.2								\$2	\$16.45
Delivery of 48-hour Notice	\$ 40.00	\$20.00				0.15	0.15		0.25				0.25		\$2	\$36.66
Meter Inspection/Testing (refundable if accuracy differs +/- 5%)	\$ 83.00	\$30.00				0.1	0.25		1				0.5		\$2	\$82.60
Account Change (property transfers, processing, meter reading, etc.)	\$ 40.00	\$30.00				0.25	0.1		0.25				0.25	1	\$2	\$40.76
Credit Card Transaction Fees:																
Online	discuss	\$0.00			0			0.01							\$0	\$1.13
Over the Counter or by Phone	discuss	\$3.00					0.1								\$0	\$3.87
Meter Seal Fees:																
Customer Request Seal	\$ 30.00	\$20.00				0.1	0.1		0.3				0.25		\$0	\$32.72
Non-payment Seal	\$ 60.00	\$50.00				0.5	0.25		0.3				0.25		\$3	\$60.08
After Hours Unseal	\$ 130.00	\$100.00				0.5	0.1		0.25		2		0.25		\$2	\$131.67
Meter / Backflow Tampering Fee:																
First Incident (Meter removal or reinstall)	55 + repair costs	\$50.00	+ repair costs			0.25			0.5	0.1			0.25		\$2	\$54.29
violations)	255 + repair costs	\$250.00	+ repair costs			0.25			0.5	0.1			0.25		\$2	\$54.29
Wasteful Use Fee (non-compliance related)	no change		2 x Highest Tiered Consumption Charge				0.1								\$2	\$5.57
Work Orders	3 x highest		Estimated LEMO* Deposit													\$0.00
Backflow Fees:	no change															\$0.00
Annual Testing	No Change	\$40.00					0.25		0.25	0.1			0.25	1	\$2	\$40.61
Re-Testing	No Change	\$40.00					0.25		0.25	0.1			0.25	1	\$2	\$40.61
Administrative Fees:																
Legal Document Preparation (plus recording fees)	\$ 130.00	\$50.00	+ Engineering & Legal	1								0.5				\$127.46
Duplication Services:																
Audiotapes (each)	No Change	\$5.00	+ \$1 / event													\$0.00
Digital Copies (Cost of Disk and per Document)	No Change	\$5.00	+ \$1 / file													\$0.00
Electronic Copies *	No Change	\$1.00	per file													\$0.00
to 11x17)	No Change	\$0.20														\$0.00
to 11x17)	No Change	\$1.20														\$0.00
Printing)																
Line work, < 10% Coverage *	No Change		\$ 5.00 / file + \$1 / sq. ft. paper													\$0.00
Areas > 10% Coverage *	No Change		\$ 5.00 / file + \$2 / sq. ft. paper													\$0.00
Engineering Drawings & Maps* (Digital Copies)	No Change	\$5.00	+ \$1 / file													\$0.00
* Existing Files – Ready to Print	No Change															
Bid Documents	No Change		Regular Copy Fee Rates													\$0.00
District Specifications	No Change		Download-NC/Regular Copy Fee Rate													\$0.00
Faxes	No Change	\$1.00														\$0.00
District Equipment Charges	No Change		Separate Schedule Attached													\$0.00
District Overhead Charges																\$0.00
Labor	No Change	Actual														\$0.00
General	No Change	100% of Labor Charges														\$0.00
Engineering Fees:																
Planning Review Fee, Parcel Maps & Other	\$ 185.00	\$100.00		1			0.25					1				\$185.34
Planning Review Fee, Subdivision Maps	\$ 330.00	\$250.00		1			0.25					2.5				\$332.22
*LEMO stand for Labor, Equipment, Materials & Overhead																

2022-2023
Backflow Maintenance Analysis

Activity	Equipment-Supplies 1" device	Total annual labor cost	annual labor hours per device	4500 / % rate	% Repair Rate	Annual Cost avg per device	software/parts /equipment	Annual Hours	
Testing		-	0.62	5,200.00		40.00		3,224.00	
Repair & retest	40.00	81.78	0.75	364.00	7.0%	5.72		273.00	
Replacement	85.00	164.22	1.48	52.00	1.0%	1.64		76.96	
Standby Hours	85.00	176.26		26.00	0.5%	0.88		52.00	
Other cost factors									
software	12,000.00					2.31			
20 year replacement / freezabags & repair kits	79,500.00					15.29			
							total hours	3,625.96	
						annual backflow maintenance rate	65.84	annual equivalent employees	1.74