

MINUTES  
REGULAR MEETING  
BOARD OF DIRECTORS  
PARADISE IRRIGATION DISTRICT  
NOVEMBER 16, 2022

The regular meeting of the Board of Directors of the Paradise Irrigation District (PID) was called to order at 6:30 p.m. by Vice President Marc Sulik followed by a reflection and The Pledge of Allegiance to the Flag of the United States of America.

OPENING

BOARD MEMBERS PRESENT: Directors Bob Matthews, Alan Hinman, Chris Rehmann, and Vice President Marc Sulik

ROLL CALL

BOARD MEMBERS ABSENT: President Shelby Boston

STAFF PRESENT: District Manager Tom Lando, Assistant District Manager Mickey Rich, Finance & Accounting Manager Brett Goodlin, and Secretary Georgeanna Borrayo

ALSO PRESENT: Consultants Colleen Boak and Esmeralda Diego with Water Works Engineers, Nicole Maddox with APTIM, and remote attendance by a few members of the public

It was moved by Director Matthews and seconded by Director Hinman to adopt Resolution No. 2022-21, a resolution of the Board of Directors of the Paradise Irrigation District reauthorizing remote meetings consistent with AB 361. Directors' votes were polled as follows by roll call:

RESOLUTION NO.  
2022-21  
REAUTHORIZING  
REMOTE  
MEETINGS  
(Item 2)

AYES: Directors Matthews, Hinman, Rehmann, and Vice President Sulik

NOES: None

ABSENT: President Shelby Boston

**Motion passes 4-0**

No public comments were received.

PUBLIC COMMENT  
(Item 3)

Board members reviewed consent calendar items as follows:

APPROVAL OF  
CONSENT  
CALENDAR  
(Item 4. a. - 4. h.)

- 4.a. Approval of Meeting Agenda Order
- 4.b. Approval of Minutes – Special Meeting of October 19, 2022
- 4.c. Approval of Minutes – Regular Meeting of October 19, 2022
- 4.d. Approval of Minutes – Special Meeting of November 1, 2022
- 4.e. Approval of Employee Awards Recognition: Authorize Employee Safety Awards Recognition & Closure of District Facilities as 12:00 p.m. on December 15, 2022
- 4.f. Approval of 2022 ACWA Fall Conference Expense for Attendance of Board Member
- 4.g. Approval of Deposit Amount of \$10,000: Butte Local Agency Formation Commission for PID Municipal Service Review Update
- 4.h. Approval to Adopt Resolution No. 2022-22 Authorizing Destruction of Certain Records of the Finance & Accounting Department

CONTINUED:  
CONSENT  
CALENDAR  
APPROVED

It was moved by Director Hinman and seconded by Director Matthews to approve the Consent Calendar as presented. Director's votes were polled as follows by roll call:

AYES: Directors Matthews, Hinman, Rehmann, and Vice President Sulik  
NOES: None  
ABSENT: President Shelby Boston

**Motion passes 4-0**

ACCEPTANCE OF  
TREASURER'S  
REPORT FOR  
PERIOD ENDING  
OCTOBER 31, 2022  
(Item 5.a.)

Board members reviewed a written Treasurer's Report prepared by Finance & Accounting Manager Brett Goodlin for the period ending October 31, 2022, highlighting the District's cash position, debt service analysis, operational overview, and status of the annual financial audit.

It was moved by Director Hinman and seconded by Director Matthews to accept the Treasurer's Report as presented for the period ending October 31, 2022.

AYES: Directors Matthews, Hinman, Rehmann, and Vice President Sulik  
NOES: None  
ABSENT: President Shelby Boston

**Motion passes 4-0**

EXPENSE  
APPROVAL  
REPORT FOR THE  
MONTH OF  
OCTOBER 2022  
APPROVED (Item  
5.b.)

Board members reviewed accounts payable expense reports for the month of October 2022. It was moved by Director Matthews and seconded by Director Hinman to approve payments by check in the amount of \$1,274,577.88 representing check numbers 57771 through 57779 and electronic payments of \$755,924.32 by EFT for the month of October 2022 totaling \$2,030,502.20, and authorization of a similar amount allowing or adjusting for extraordinary budget or Board approved items during the month of November 2022.

AYES: Directors Matthews, Hinman, Rehmann, and Vice President Sulik  
NOES: None  
ABSENT: President Shelby Boston

**Motion passes 4-0**

PID STAFF &  
CONSULTANT  
REPORT UPDATES  
(Item 6.a. – 6.h.)

Board members reviewed written Staff and Consultant Report updates provided in the agenda packet. District Manager Tom Lando reported staff met with the Town of Paradise today regarding the HUD Community Development Block Grants to discuss how information and financials will flow between PID, the Town (as the main applicant), and the California Department of Housing and Community Development (HCD). Of the \$14 million PID submitted in requests, the District is expecting an allocation of approximately \$3.5 million. We anticipate presenting a recommended project list to discuss with the PID Board of Directors in a few months.

COMMITTEE  
REPORTS  
(Item 7.a. & 7.b.)

Finance Committee: Director Hinman reported discussion at the November 15, 2022 meeting included review of the Capacity Fee Study prepared by Bartle Wells Associates and evaluation of a capacity fee increase, Fiscal Year 2022-2023 Budget review, and accounting information regarding grant cost recovery tracking.

Community Relations Committee: Chairperson Marc Sulik indicated a meeting was held on November 8, 2022 to discuss community relations activities, and communication outreach and messaging, including ideas to encourage more customers to sign up for DropCounter to monitor their water use. Assistant District Manager Mickey Rich added staff is currently coordinating preparations for participation in the Career Expo at Paradise High School on Friday, November 18. The next committee meeting will be held on Tuesday, January 10, 2023 at 8:00 a.m.



No unfinished business to report.

UNFINISHED  
BUSINESS

Staff reported PID's Harassment Prevention Policy is outdated. The revised policy presented in the agenda packet has been vetted through Legal Counsel and is recommended for consideration.

NEW BUSINESS:

It was moved by Director Hinman and seconded by Director Matthews to adopt the, "Paradise Irrigation District Discrimination, Harassment, and Retaliation Prevention Policy" as written.

PID HARASSMENT  
PREVENTION  
POLICY UPDATE  
ADOPTED  
(Item 9.a.)

AYES: Directors Matthews, Hinman, Rehmann, and Vice President Sulik

NOES: None

ABSENT: President Shelby Boston

**Motion passes 4-0**

At The November 1, 2022 Special Meeting of the Board of Directors, the Board authorized approval to reestablish the Ad Hoc Customer Recovery Support Committee to further evaluate the proposed Discontinuance Policy Amendment presented at the October 19 Board Meeting. Board members recommended distributing a notice to invite members of the public to participate on the ad hoc committee and received four letters expressing interest from Lee Brown, Cliff Jacobson, Carla Minckler, and Dee Riley.

PUBLIC MEMBER  
APPOINTMENTS  
TO AD HOC  
CUSTOMER  
RECOVERY  
SUPPORT  
COMMITTEE  
APPROVED  
(Item 9.b.)

In addition to the four letters received to volunteer on this ad hoc committee, Director Hinman recommended Bill Martin and Director Matthews suggested Tyler West. Director Matthews indicated he will contact Mr. West to see if he is interested in participating on the committee.

It was moved by Director Matthews and seconded by Director Hinman to approve public member appointments for the four letters received, in addition to director recommendations to include Bill Martin and Tyler West, should Mr. West be interested in participating on the committee.

AYES: Directors Matthews, Hinman, Rehmann, and Vice President Sulik

NOES: None

ABSENT: President Shelby Boston

**Motion passes 4-0**

Consultant Colleen Boak with Water Works Engineers reported the Meter Installation and Service Lateral (MISLR) Phase 2 Project was originally awarded by the District to RCI General Engineering in May of 2021. The MISLR Phase 2 project is continuing progress toward a spring completion date.

METER  
INSTALLATION &  
SERVICE LATERAL  
REPLACEMENT  
(MISLR) PROJECT  
RECOMMEND-  
ATION  
(Item 9.c.)

Due to field conditions and market variability, projected costs for completion have increased and staff recommends additional contingency funding to cover the projected overruns. It is anticipated that the additional \$2,715,000 in contingency funding will be fully reimbursable through the project's funding sources. At this time, there is no anticipated change to the overall project scope or general quantities of work to be completed, and there is no obligation to expend contingency funds if those funds are not needed.

CONTINUED –  
MISLR PROJECT  
PHASE 2  
ADDITIONAL  
CONTINGENCY  
FUNDING  
APPROVED

It was moved by Director Hinman and seconded by Director Matthews to approve an additional \$2,715,000.00 in contingency funding for the Meter Installation and Service Lateral Phase 2 Project, bringing the total authorized contingency value to \$4,732,089.10, to be executed at the discretion of the District Manager or his designated representative as needed.

AYES: Directors Matthews, Hinman, Rehmann, and Vice President Sulik  
NOES: None  
ABSENT: President Shelby Boston  
**Motion passes 4-0**

DIRECTORS'  
COMMENTS  
(Item 10)

Director Sulik: Expressed condolences to Director Rehmann's family.

Director Rehmann: Thanked everyone for their thoughts and prayers.

Director Hinman: Commented on the status of invoicing for PID work performed to restore water following damages sustained to the water main on Skyway in September.

ADJOURNMENT OF  
MEETING

There being no further business, it was moved by Vice President Sulik to adjourn the meeting. The regular meeting of the PID Board of Directors was adjourned at 7:13 p.m.

  
Georgeanna Borrayo, Secretary

  
Marc Sulik, Vice President