

**AGENDA**  
**REGULAR MEETING**  
**PARADISE IRRIGATION DISTRICT**  
**BOARD OF DIRECTORS**  
**PID BOARD ROOM**  
**6332 CLARK ROAD, PARADISE, CA 95969**

**WEDNESDAY, FEBRUARY 19, 2020 – 6:30 PM**

- ❖ *The Board of Directors is committed to making its meetings accessible to all citizens. Any persons requiring a special accommodation to participate, is requested to contact the District Secretary at 530-877-4971, extension 2039 at least 48 hours in advance of the meeting.*
- ❖ *The Board of Directors or its President pursuant to Government Code section 54954.3 reserves the right to impose reasonable regulations governing public participation on agenda and non-agenda items, including limiting the total amount of time allocated to public testimony on particular issues and for each individual speaker.*
- 1. **OPENING:**
  - a. Call to Order
  - b. Public & Board Members; please silence your cell phones
  - c. Invocation and Pledge of Allegiance
  - d. Roll Call
- 2. **APPOINTMENT OF DIRECTOR, DIVISION 2.** *Action may be taken.*
  - a. Consider candidate letters of interest for appointment to fill the Division 2 vacancy on the Board of Directors for the remainder of the term for the seat vacated – until December 2, 2022.
  - b. The newly appointed Director will take the Oath of Office. The oath will be administered by the Secretary.
- 3. **APPROVAL OF CONSENT CALENDAR:** *Action may be taken.*
  - a. Approval of Meeting Agenda Order
  - b. Approval of Minutes:
    - 1. Regular Meeting of January 15, 2020
    - 2. Regular Meeting of December 18, 2019 – Correction, page 6
- 4. **PUBLIC PARTICIPATION:**

Individuals will be given an opportunity to address the Board regarding matters not scheduled on the agenda, although the Board cannot take action on any matter not on the agenda. Comments will be limited to 5 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 5 minutes per agenda item.
- 5. **RECOVERY PORCESS STATUS UPDATE:** Information update provided by Sami Kader, P.E., Water Works Engineers. *Information item only.*
- 6. **DISTRICT MANAGER / STAFF AND FACILITY REPORT UPDATE FOR JANUARY 2020:** A written report by Manager Phillips. *Information item only.*
- 7. **TREASURER'S REPORT**
  - a. Review and acceptance of the Treasurer's Report for the period ending January 31, 2020. *Action may be taken.*
- 8. **EXPENSE APPROVAL REPORT:** Approval of General Fund Check Numbers 54333 through 54432 for the month of January 2020 totaling \$760,037.22, exclusive of voided check numbers 54334, 54364, 54365, 54393, 54403, and 54404, and authorization of a similar amount allowing or adjusting for extraordinary budget or Board approved items during the month of February. *Action may be taken.*
- 9. **LEGAL REPORT:** A verbal update from Legal Counsel. *Information item only.*

**10. UNFINISHED BUSINESS –** (Continued from November 20, 2019 Board Meeting):

- a. Draft Lease Agreement with Paradise Recreation & Park District (Manager Phillips): Review and provide direction regarding the Draft Lease Agreement between the Paradise Irrigation District and Paradise Recreation & Park District regarding management and oversight of recreation at Paradise Lake. *Action may be taken.*

**11. NEW BUSINESS:**

- a. Review and Consider the following Proposals for Professional Engineering Services (Manager Phillips / WTP Superintendent Bill Taylor):
  - 1. Proposal 1 – Acceptance of Proposal from Genterra Consultants, Inc. to perform Interim Risk-Reduction Measures and Long-Term Repairs of the Magalia Reservoir Spillway, Tasks IIA-1 through 8 for a total cost of \$114,558.00. *Action may be taken.*
  - 2. Proposal 2 - Acceptance of Proposal from Genterra Consultants, Inc. to perform the Evaluation of Piezometers at Paradise and Magalia Dams for a total cost of \$59,015.00. *Action may be taken.*
- b. Water Treatment Plant (WTP) Staffing (Manager Phillips / WTP Superintendent Bill Taylor): Consider authorizing staff to fill a WTP Operator III position for succession planning. *Action may be taken.*
- c. Professional Services Agreement – Lobbyist Services (Manager Phillips): Consider Agreement with Broad & Gusman and authorize the District Manager to execute an agreement with Contractor. *Action may be taken.*
- d. Consider Resolution No. 2020-02, Adopting a Support Position for Assembly Bill No. 1957, An Act to add section 22162.8 to the Public Contract Code. *Action may be taken. (Roll Call Vote)*
- e. Strategic Business Planning Process – Facilitator Proposals (Manager Phillips): Consider proposals to award contract to provide Strategic Planning facilitator services. *Action may be taken.*
- f. Standing Committees - PID Policy & Procedures Manual, Chapter 2.21, 2.22 (Manager Phillips/President Sulik): Consider forming a PID / Town of Paradise Liaison Standing Committee composed of two PID Board member representatives, and approve amendment to PID Policy and Procedures Manual Chapter 2.21.D. and 2.22.A. to reflect the proposed amendment. *Action may be taken.*
- g. Customer Assistance Program (Manager Phillips): Review and provide direction regarding the future of the Customer Assistance Program. *Action may be taken.*

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

**13. CLOSED SESSION:**

- a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (California Government Code section 54956.9). Paradise Irrigation District v. Pacific Gas & Electric.
- b. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Paragraph (a) of subdivision (d) of Government Code section 54956.9): Neil Essila et al v. Paradise Irrigation District et al. Butte County Superior Court Case No. 17CV02546.

**14. ANNOUNCEMENT FROM CLOSED SESSION**

**15. ADJOURNMENT**

CONSENT CALENDAR  
REGULAR MEETING  
PARADISE IRRIGATION DISTRICT  
BOARD OF DIRECTORS

WEDNESDAY, FEBRUARY 19, 2020

- A. APPROVAL OF MEETING AGENDA ORDER
- B. APPROVAL OF MINUTES:
  - 1. Regular Meeting of January 15, 2020
  - 2. Regular Meeting of December 18, 2019 – Correction, page 6



## PARADISE IRRIGATION DISTRICT

6332 Clark Road, Paradise CA 95969 | Phone (530)877-4971 | Fax (530)876-0483

**Date: February 13, 2020**

**To: Board of Directors**

**From: Kevin Phillips, District Manager  
Georgeanna Borrayo, District Secretary**

**RE: Appointment of Director, Division 2  
02/19/2020 Board of Directors Meeting**

On January 16, 2020 the District issued a Press Release announcing a vacancy exists in the Office of Director, Division 2, of the Paradise Irrigation District. The District received letters from five candidates (please see attached).

In order to be considered for appointment, a candidate must be a registered voter in the district and a resident of Division 2 (Water Code, § 21100, subdivision (a).) The residency requirement is met if the person was domiciled in Division 2 at the time of the Camp Fire and intends to maintain such as his/her permanent residence.

Candidates letters are listed in alphabetical order as follows:

Alan Hinman, Jr.  
Heidi Lange  
Henry Martin  
Brian Shaw  
Michael Snyder

The recommended form of motion would be:

"I move to appoint \_\_\_\_\_ to fill the Division 2 vacancy on the Board of Directors of the Paradise Irrigation District to serve the remainder of the unexpired term for the seat vacated – until December 2, 2022."





Board of Directors  
Paradise Irrigation District  
6332 Clark Road  
Paradise, CA 95969

**Dear Paradise Irrigation District Board,**

**I am looking to fill the vacant seat currently in my Division Two area.**

**I am a natural born citizen of these United States of America.**

**I am a registered voter of Butte County since 2018, when the love of my life, and I retired to our little slice of heaven in Paradise.**

**I have never been convicted for any felony involving accepting or giving, or offering to give any bribe, the embezzlement of public money, extortion or theft of public money, perjury, or conspiracy to commit any of these crimes.**

**I am a landowner in Division Two, I am also a resident and have been since I arrived here in Paradise pre-fire. I have no plans on ever leaving, Paradise is our home.**

**I reside at [REDACTED] Paradise, CA. 95969**

- I have a deep passion for assisting my neighbors and have a proven track record of doing just that. I was elected HOA President of my neighborhood several terms.**
- I am an activist in the push for "Commonsense Gun Laws" in America, as a survivor of a mass shooting in San Francisco.**
- I have always been one to assist the elderly and infirm in matters of eviction and illegal rent raises, by unscrupulous property owners in San Jose.**
- I was appointed to the position of District 4 "Neighborhood Commissioner" for the City of San Jose. I was a member of the committees for "Homelessness," "Tiny Houses," and "Illegal Fireworks."**
- I have both experience in working for some of the largest companies in the world and seeing the flipside, as an owner of a small business, myself.**
- While only living in Paradise for a short time, I became a Zone Captain and assisted people with questions about trees, water issues, building issues, etc.**
- I was graced with visiting many residents post fire, and being able to furnish approximately fifty homes with sheds built by the Seventh Day Adventist Church and Maranatha Churches, here in Paradise.**

- I have the most wonderful woman in my life, her name is [REDACTED] and we have been together ten years. [REDACTED] has [REDACTED] and it is my aim to care for her needs, and to see that she is happy and healthy. It is because of her "special needs" as an individual with a "[REDACTED]" that I thought about researching our water and the very special circumstances, that the Camp Fire has presented, in our town.
- I have experience with Robert's Rules of Order and the knowledge to run a meeting.
- As an employee of some of the biggest companies in the world, I was given a world class education with classes in "conflict resolution," "win-win negotiations," "Six sigma," "ISO," "A+ Certification as a computer builder and many others in leadership, communication and research.
- I was appointed to the Community Relations Committee at the January 15, 2020, meeting of the Paradise Irrigation Districts, Board of Directors.

I am hoping my skillset will be a positive addition to the knowledge and skills of Mr. Hansen, Ms. Boston, Mr. Sulik and Mr. Mowers.

Sincerely,



Alan C. Hinman, Jr.



2-12-20



Hello,

My name is Heidi Lange and I'm interested in serving on the PID Board in the Division 2 interim vacancy. I'm rebuilding at [REDACTED] and hope to be back home in April.

While I have no direct experience with serving on a water board I feel I have lots of relevant experience. I have lived in Paradise for most of my life and am 100 % determined to see it rebuild and be successful. I serve on numerous volunteer boards including the PHS Parent Teacher Student Organization, PHS Safe and Sober Grad Night Association and served as the Bond Chair for Measure Y passed just 2 days before the fire.

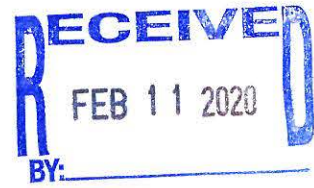
I currently work for Paradise Unified School District doing payroll, benefits, accounts payable and accounts receivable among other things. I'm part of the facilities master plan committee working on restructuring the District facilities and as the union president for the classified staff I'm working with Admin to restructure our staff and adjust to our post fire enrollment.

I thoroughly enjoy community service and would love the opportunity to contribute to the rebuilding of Paradise and Paradise Irrigation District. Thank you for your consideration and please let me know if you have any additional questions.

*Heidi Lange*

Heidi Lange





To whom it may concern:

My name is Henry J. Martin. I used to live at [REDACTED]  
[REDACTED] Paradise Ca. I currently live at [REDACTED]  
[REDACTED] Calif. We are in the process of rebuilding our  
home.

My past work experience has touched on water  
systems several times in my life. I am a retired Environmental  
Health Specialist.

Please give my application your consideration.

Sincerely  
Henry J. Martin



# PARADISE IRRIGATION DISTRICT

## Application for Employment

We consider applicants for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, the presence of a non-job-related mental or physical disability, or any other legally protected status.

(PLEASE PRINT)

Position(s) Applied For <u>District Two Board</u>	Date of Application <u>1/31/2020</u>
How did you learn about us?	
<input type="checkbox"/> Advertisement <input type="checkbox"/> Friend <input type="checkbox"/> Walk-In <input type="checkbox"/> Employment Agency <input type="checkbox"/> Relative <input checked="" type="checkbox"/> Other <u>TV</u>	

Last Name <u>MARTIN</u>	First Name <u>HENRY</u>	Middle Name <u>J</u>
Address [REDACTED]	City <u>PARADISE</u>	State <u>CA</u> Zip <u>95969</u>
Telephone Number(s) [REDACTED]	Day <u>SAME</u>	Evening Messages

If you are under 18 years of age, can you provide required proof of your eligibility to work? NA ☐ Yes ☐ No

Have you ever filed an application with us before? ☐ Yes ☒ No

If yes, give date

Have you ever been employed with us before? ☐ Yes ☒ No

If yes, give date

Are you currently employed? ☐ Yes ☒ No

May we contact your present employer? ☐ Yes ☒ No

Salary desired: \$

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status? ☐ Yes ☒ No

*Proof of citizenship or immigration status will be required upon employment.*

On what date would you be available for work? Feb 2 2020

Are you currently available to work: ☐ Full Time ☒ Part Time ☐ Temporary

Are you currently on "lay-off" status and subject to recall? ☐ Yes ☒ No

- WE ARE AN EQUAL OPPORTUNITY EMPLOYER -  
Agenda Page 9

# Education

	High School	Undergraduate College/University*	Graduate/ Professional*			
School Name, Location and Phone Number						
Years Completed			1	2	3	4
Describe Course of Study						
Describe any specialized training, apprenticeship, skills and extra curricular activities						
Describe any honors you have received						
State any additional information you feel may be helpful to us in considering your application						

\*Education beyond the requirements on the job description or not related to the job for which you are applying need not be listed.

Indicate any languages, other than English, that you can speak, read and/or write.			
	FLUENT	GOOD	FAIR
<b>SPEAK</b>			
<b>READ</b>			
<b>WRITE</b>			

List professional, trade, business or civic activities and offices held.

*You may exclude memberships which would reveal sex, race, religion, national origin, age, ancestry, or handicap or other protected status:*

REGISTERED ENVIRONMENTAL HEALTH SPECIALIST (RETIRED) 20 YEARS  
 Duties: Monitoring small water systems (Sampling)  
 Inspection of new and old water well construction  
 Participated in the Montgomery Study in late 80's  
 we sampled streams throughout Paradise.



# Employment Experience

Start with your present or last job. Include military service assignments and volunteer activities which relate to the job for which you are applying. You may exclude organizations which indicate race, color, religion, gender, national origin, mental or physical disability or other protected status.

1.	Employer	ST Dept. Licensing + Certification		Dates Employed		Work Performed
				From	To	
	Address	126 Mission Ranch Blvd				Evaluated Standard of Care in Health Facilities BE Hospitals, Nursing Home, Clinics.
	Telephone Number(s)					
	Job Title	Health Facility Evaluator	Supervisor			
	Reason for Leaving					
	RETIRED					
2.	Employer	County of Butte		Dates Employed		Work Performed
				From	To	
	Address	202 Miraloma Dr Oroville				Inspected Small Water Systems + water wells
	Telephone Number(s)					
	Job Title	Environmental Health Specialist	Supervisor	Deceased		
	Reason for Leaving					
	Job STATE DEPT HEALTH					
3.	Employer			Dates Employed		Work Performed
				From	To	
	Address					
	Telephone Number(s)					
	Job Title			Supervisor		
	Reason for Leaving					
4.	Employer			Dates Employed		Work Performed
				From	To	
	Address					
	Telephone Number(s)					
	Job Title			Supervisor		
	Reason for Leaving					

If you need additional space, please continue on a separate sheet of paper.

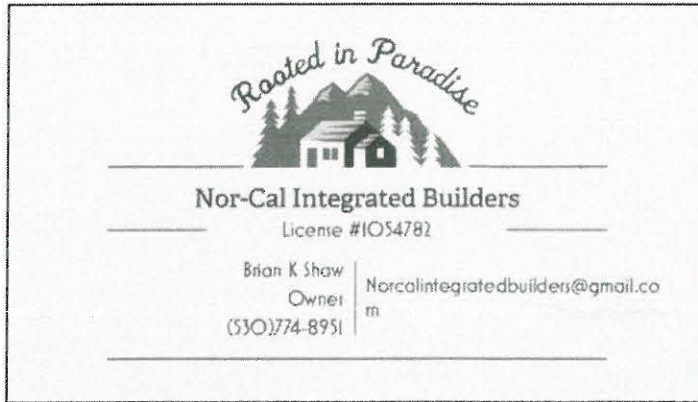
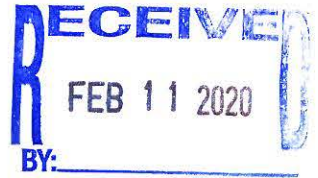
## Special Skills and Qualifications

Summarize special job-related skills and qualifications acquired from employment or other experience.

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2/11/2020

To Paradise Irrigation District Board of Directors,

This is a letter of intent with regards to the upcoming appointment for the vacancy in zone 2.

My name is Brian K Shaw and I am a general contractor residing at [REDACTED] in Paradise Ca.

I am rebuilding in zone 2.

My qualifications include over 20 years in the building trades and I have served on numerous local board of directors in Paradise including the parade of flags. Currently I am the president of E Clampus Vitus a local fraternal organization dedicated to the preservation of Californias gold rush history and my involvement with that organization has given me many valuable tools in leadership and organizing large groups of people. I am also the assistant head coach and treasurer of Paradise Junior Wrestling which is a division of Paradise Recreation and Parks District.

I am active in the community and would like to bring the experience of a builder to the districts board of directors. I have lived in Paradise for over 30 years and am looking forward to serving my community in any way I can during and after the rebuild process.

Thank you in advance for your consideration.

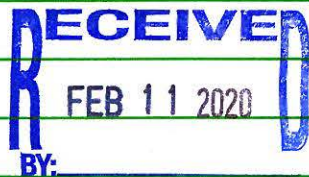
Sincerely,

Brian K Shaw  
[REDACTED]



Michael D. Snyder [REDACTED]  
[REDACTED] Paradise CA 95969

I would like to be considered  
for the PIO representative. I live  
in Paradise a long time very  
active in school activities like  
Band + Football at Paradise High  
School. I would like to help  
Paradise grow and become strong  
again



Thank you  
Michael D. Snyder

# Press Release

## PARADISE IRRIGATION DISTRICT DIRECTOR VACANCY

A vacancy exists in the Office of Director, Division 2, of the Paradise Irrigation District. Pursuant to Government Code Section 1780, the remaining Directors of the District are seeking qualified applicants to serve as an appointed Director. The person appointed shall serve the remainder of the unexpired term for the seat vacated – until December 2, 2022.

Directors are expected to attend at least one evening Board meeting a month and typically attend an average of one to two committee meetings a month. The District will make an effort to provide board training, as it is available.

In order to be considered for appointment, a candidate must be a registered voter in the district and a resident of Division 2. (Water Code, § 21100, subdivision (a).) The residency requirement is met if the person was domiciled in Division 2 at the time of the Camp Fire and intends to maintain such as his/her permanent residence. Division 2 includes properties approximately between Bille Road and Skyway to Skyway Crossroad, and the west side of Neal Road. A map of the boundaries of Division 2 can be viewed on the District's website at [www.pidwater.com](http://www.pidwater.com).

Persons who wish to be considered for appointment to fill the vacancy must submit a letter of interest, including their name, residence address, and a statement of qualifications to the Board of Directors, no later than 4:00 PM, February 12, 2020.

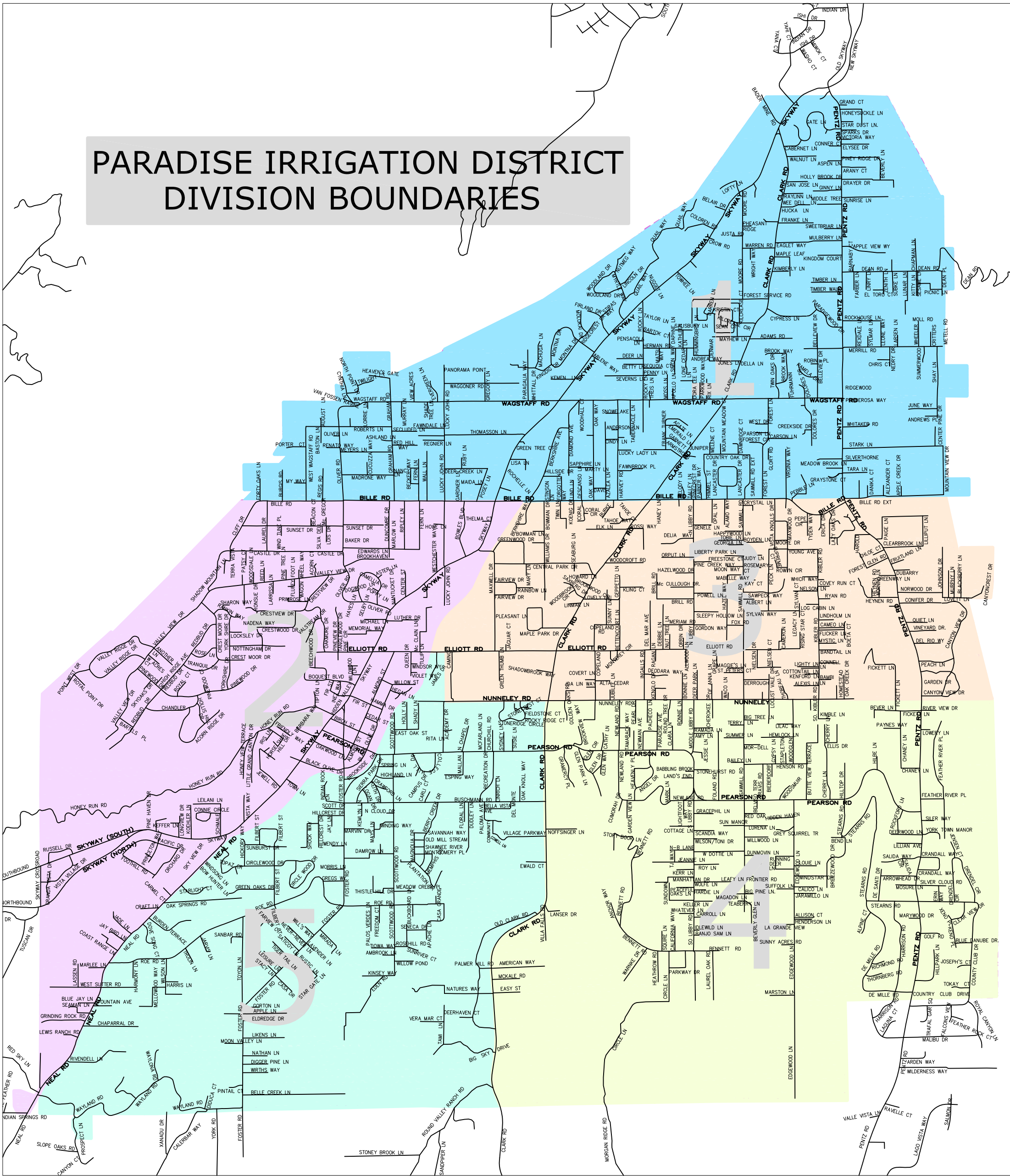
The letter of interest may be hand delivered or mailed (Postmark dates will not be acceptable) to the following address:

Board of Directors  
Paradise Irrigation District  
6332 Clark Road  
Paradise, CA 95969

###



# PARADISE IRRIGATION DISTRICT DIVISION BOUNDARIES



MINUTES

REGULAR MEETING  
BOARD OF DIRECTORS  
PARADISE IRRIGATION DISTRICT  
JANUARY 15, 2020

The regular meeting of the Board of Directors of the Paradise Irrigation District was called to order at 6:30 p.m. by President Marc Sulik, followed by an Invocation and the Pledge of Allegiance to the Flag of the United States of America.

OPENING

BOARD MEMBERS PRESENT: Directors Dan Hansen, Gregg Mowers, Vice-President Shelby Boston, and President Marc Sulik

ROLL CALL

BOARD MEMBERS ABSENT: Division 2 Director Seat Vacant following the resignation of Bill Kellogg effective December 31, 2019.

STAFF PRESENT: District Manager Kevin Phillips, Finance & Accounting Manager Ross Gilb, Distribution Superintendent Jim Ladrini, and Secretary Georgeanna Borrayo

ALSO PRESENT: PID Legal Counsel – Attorney Emily LaMoe, and members of the public

Board members reviewed consent calendar items as follows:

APPROVAL OF  
CONSENT  
CALENDAR  
(Item 2.a. & 2.b.)

2.a. Approval of Meeting Agenda Order

2.b. Approval of Minutes: Regular Meeting of December 18, 2019

It was moved by Director Boston and seconded by Director Mowers to approve the Consent Calendar as presented.

AYES: Directors Hansen, Boston, Mowers, and Sulik

NOES: None

ABSENT: Division 2 Director Seat Vacant

**Motion passes 4-0**

Ward Habriel commented on closed session agenda item 11.b. regarding existing litigation and stated he is on record with Judge Mosbarger that he will speak on behalf of the PID employees in their favor.

PUBLIC  
PARTICIPATION  
(Item 3)

Distribution Superintendent Jim Ladrini commented on the outstanding work of many individuals and agencies that have contributed greatly to the recovery efforts of the District's water system. An overview of progress to date included the following:

DISTRICT  
MANAGER / STAFF  
& FACILITY  
REPORT UPDATE  
FOR DEC. 2019  
(Item 4)

Standing Structure Progress: 1,330 standing structure service laterals sampled with a target completion date of Spring 2020.

Service Lateral Replacement Program: To date, a total of 151 service laterals have been replaced. Sutton Enterprises, hired by PID to accelerate the service later replacements in support of rebuild sites and temporary housing, have installed over 60 service laterals. Contractor will replace up to 650 service laterals.

Interim Water Supply: The District continues to receive approximately six requests per day for interim water supply. As of today, 1,250 Interim Backflow Assemblies have been installed and 1,040 insulated green covers placed over the backflow devices.

CONTINUED –  
MANAGER / STAFF &  
FACILITY REPORT  
UPDATE FOR DEC.  
2019

Superintendent Ladrini added as the District continues to move forward in the recovery process, crews will embark on main replacements, leak detection, and water meter installation, etc.

Manager Phillips provided an update regarding the following: 1) FEMA claim process and timeline; 2) Meeting with a representative with the Northern California Division of Drinking Water who will be managing the feasibility study, which will evaluate options to sustain PID through the Town of Paradise rebuild process. The District is looking to hold a pre-kickoff meeting in February to discuss the feasibility study parameters; 3) Working with Legal Counsel to see if there is an opportunity for a raw water sale outside the district next year; and 4) The District anticipates issuance of the National Pollutant Discharge Elimination System (NPDES) Permit by the end of April 2020.

ACCEPTANCE OF  
TREASURER'S  
REPORT FOR  
PERIOD ENDING  
DEC. 31, 2019  
(Item 5.a.)

The Board reviewed a written report from Treasurer Ross Gilb for the period ending December 31, 2019. Fechter & Company will be on site the first week in February to audit the financial statements of the District for the years ending June 30, 2018, and 2019. Treasurer Gilb further commented on plans to schedule a mid-year budget review after the audit is complete.

It was moved by Director Hansen and seconded by Director Mowers to accept the Treasurer's Report for the period ending December 31, 2019.

AYES: Directors Hansen, Boston, Mowers, and Sulik

NOES: None

ABSENT: Division 2 Director Seat Vacant

**Motion passes 4-0**

STATEMENT OF  
INVESTMENT  
POLICY  
(Item 5.b.)

Treasurer Gilb reported the District's Investment Policy requires an annual review of the policy to amend as appropriate, or otherwise ratify its continuance. No changes are recommended at this time.

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

AYES: Directors Hansen, Boston, Mowers, and Sulik

NOES: None

ABSENT: Division 2 Director Seat Vacant

**Motion passes 4-0**

INVESTMENT  
REPORT THROUGH  
THE PERIOD  
ENDING  
DEC. 31, 2019

The Board reviewed a written Investment Report prepared by Treasurer Gilb, reporting the District has \$7,239,466 in cash and investments as of December 31, 2019. The average return on the District's investments is 2.02%. Total investment earning year-to-date is \$42,618. Investments are in compliance with all aspects of PID's Investment Policy.

It was moved by Director Mowers; seconded by Director Boston to accept the Investment Report as presented.

AYES: Directors Hansen, Boston, Mowers, and Sulik

NOES: None

ABSENT: Division 2 Director Seat Vacant

**Motion passes 4-0**

Board members reviewed accounts payable expense reports for the month of December 2019. It was moved by Director Boston and seconded by Director Mowers to approve General Fund Check numbers 54232 through 54331 for the month of December 2019 totaling \$809,889.59, exclusive of voided check number 54243, and authorization of a similar amount allowing or adjusting for extraordinary budget or Board approved items during the month of January.

APPROVAL OF  
EXPENSE REPORT  
FOR THE MONTH  
OF DEC. 2019  
(Item 6)

AYES: Directors Hansen, Boston, Mowers, and Sulik  
NOES: None  
ABSENT: Division 2 Director Seat Vacant

**Motion passes 4-0**

Attorney Emily LaMoe indicated she does not have further information to add to the summary provided by Manager Phillips under his District Manager's Report.

LEGAL REPORT  
(Item 7)

No unfinished business to report.

UNFINISHED  
BUSINESS

Distribution Superintendent Jim Ladrini reported in August 2019 the District entered into a rental agreement for a vacuum excavator with the option to purchase the equipment at the end of December 2019. The agreement allows 100% of the rental cost to be applied toward the purchase of the equipment. The equipment is vital to field operations in the replacement of service laterals, leak repairs and emergency responses.

NEW BUSINESS:

PURCHASE OF  
VACUUM  
EXCAVATOR  
APPROVED  
(Item 9.a.)

It was moved by Director Mowers and seconded by Director Hansen to authorize the District Manager to execute the purchase of a 2018 Vermeer Vactron LP573SDT vacuum excavator from RDO Equipment Company for the remaining balance due of \$59,739.60.

AYES: Directors Hansen, Boston, Mowers, and Sulik  
NOES: None  
ABSENT: Division 2 Director Seat Vacant

**Motion passes 4-0**

Staff reported at a special meeting of the Board of Directors on May 3, 2019, an Interim Water Supply fee-based service to District operations was approved, with the ability to refund the customer when reimbursement of these costs by FEMA occurs, and with a timeline for the interim fee to be no more than 8 months. The District continues to receive approximately six request per day for Interim Water Supply. Staff recommends extending the program, which will allow PID staff to work through permanent service connections and provide customers the ability to use water in the interim on destroyed parcels where crews may not necessarily be able to get meters to, or focus on for some time.

INTERIM WATER  
SUPPLY  
PROGRAM  
EXTENSION  
APPROVED  
THROUGH  
DEC. 31, 2020

Director Boston noted at the May 3, 2019 meeting, the motion stipulated that when reimbursement by FEMA occurs, customers will be reimbursed those funds. She would like to see this codified for the proposed extension. Manager Phillips indicated he will speak with the consultant regarding the District's FEMA claim and report back to the Board regarding codification of the FEMA reimbursement.

It was moved by Director Mowers and seconded by Director Hansen to authorize an extension of the Interim Water Supply Program through December 31, 2020 with no change to the fees as described in the Cost of Service Analysis, Interim Water Supply.

AYES: Directors Hansen, Mowers, and Sulik  
NOES: Director Boston  
ABSENT: Division 2 Director Seat Vacant

**Motion passes 3-1**

APPOINTMENT OF  
BOARD MEMBERS  
TO COMMITTEES OF  
THE DISTRICT FOR  
2020 (Item 9.c.1.)

Following review of Board member representation on committees of the District, President Sulik confirmed committee assignments will remain the same for 2020 with a minor change regarding the Paradise Lake & Recreation Committee. President Sulik indicated there is one director opening on this committee following Bill Kellogg's resignation on the Board of Directors. This committee opening will remain vacant until a new director is appointed to the Division 2 vacancy. In the interim, Director Mowers offered to fill in on this committee. Board member committee assignments are as follows:

Administration & Personnel: Gregg Mowers and Dan Hansen (Chairperson)  
Finance: Gregg Mowers and Dan Hansen (Chairperson)  
Paradise Lake & Recreation: Marc Sulik (Chairperson), plus one director opening  
Community Relations: Shelby Boston and Marc Sulik (Chairperson)  
Ad Hoc Negotiating Committee: Gregg Mowers and Shelby Boston (Chairperson)  
ACWA/JPIA Director Representative: Gregg Mowers

COMMITTEES OF  
THE DISTRICT -  
APPOINTMENT OF  
PUBLIC COMMITTEE  
MEMBERS  
(Item 9.c.2.)

Staff confirmed in December 2019, the District distributed information inviting members of the public interested in participating on the Community Relations or Finance Committees, to submit a letter of interest for consideration of public member committee appointments at the January Board meeting. Five letters of interest were received.

It was moved by Director Boston and seconded by Director Mowers to appoint Alan Hinman and Chris Rehmann to the Community Relations Committee, and Gary Ledbetter, Steven Oehler, and Amanda Sherman to the Finance Committee.

AYES: Directors Hansen, Boston, Mowers, and Sulik  
NOES: None  
ABSENT: Division 2 Director Seat Vacant

**Motion passes 4-0**

DIRECTOR  
VACANCY –  
DIVISION 2  
(Item 9.d.)

Staff reported receiving a letter of resignation from Director Bill Kellogg effective December 31, 2019. The remaining members of the district Board can fill the vacancy by appointment, or by calling an election within 60 days of the vacancy. If no action is taken for a period of 60 days immediately subsequent to a vacancy, the Butte County Board of Supervisors shall have the authority to fill the vacancy by appointment. The obligation to call an election becomes mandatory if the seat remains vacant for 90 days.

It was moved by Director Mowers and seconded by Director Boston to authorize staff to distribute a press release after the Board meeting announcing the Division 2 Director Vacancy and setting a deadline to apply no later than 4:00 p.m., February 12, 2020 for possible appointment to fill the vacancy at the February 19, 2020 Board of Directors meeting.

AYES: Directors Hansen, Boston, Mowers, and Sulik  
NOES: None  
ABSENT: Division 2 Director Seat Vacant

**Motion passes 4-0**

RESOLUTION NO.  
2020-01 ADOPTED –  
APPRECIATION TO  
BILL KELLOGG  
(Item 9.e.)

President Sulik read a Resolution of Appreciation to acknowledging Bill Kellogg for his service as a PID Board of Director from April 20, 2005 to December 31, 2019.

It was moved by Director Mowers and seconded by Director Boston to adopt Resolution No. 2020-01, A Resolution of Appreciation by the Board of Directors of the Paradise Irrigation District Presented to W. H. "Bill" Kellogg.



Directors' votes were polled as follows by roll call:

AYES: Directors Hansen, Boston, Mowers, and Sulik  
NOES: None  
ABSENT: Division 2 Director Seat Vacant

**Motion passes 4-0**

Board members and staff discussed succession planning for executive personnel and reviewing the District's Strategic Business Plan to evaluate and move forward with the planning process and setting goals. Direction was given to staff to distribute a Request for Quote to facilitators and report back to the Board for review when information is received.

Members of the Board reviewed a written memo from Treasurer Ross Gilb indicating the Stafford Act authorizes FEMA to provide direct loans to local governments who have suffered a substantial loss in revenue as a result of a major presidentially declared disaster, through the Community Disaster Loan (CDL) Program. The amount of the CDL is limited to a maximum cap of 25% of the District's annual operational expenditure budget for the year of the disaster. Under these terms, PID has qualified for a \$1,329,504 loan.

It was moved by Director Hansen and seconded by Director Mowers to authorize Kevin Phillips, District Manager, to sign the Promissory Note for the Community Disaster Loan in an amount not to exceed \$1,329,504, and for Ross Gilb, Finance and Accounting Manager, to submit the forms necessary to apply for the Community Disaster Loan subject to Legal Council review before execution, and if any draw on the loan is necessary, authorization will be required by the Board for approval.

AYES: Directors Hansen, Boston, Mowers, and Sulik  
NOES: None  
ABSENT: Division 2 Director Seat Vacant

**Motion passes 4-0**

Attorney Emily LaMoe reported at the December 18, 2019 Board of Directors meeting, direction was given to amend the District Manager's Employment Agreement providing the following: Employee's salary shall increase to \$157,000 per year retroactive to July 17, 2019. \$157,000 per year shall be the base salary for the January 1, 2020 adjustment provided for in paragraph 5(b) of the January 16, 2019 Agreement.

It was moved by Director Mowers and seconded by Director Hansen to approve the Amendment to the Employment Agreement with Kevin Phillips as presented.

AYES: Directors Hansen, Boston, Mowers, and Sulik  
NOES: None  
ABSENT: Division 2 Director Seat Vacant

**Motion passes 4-0**

Director Boston: Appreciates Superintendent Jim Ladrini coming forward with all his good comments and appreciates Manager Phillips' hard work.

Director Mowers: Acknowledged former Director Bill Kellogg for his service on the Board and to the community and announced the arrival of a new grandchild on New Year's Eve.

Director Hansen: Thanked the current and new committee members for their interest in participating on a PID committee and expressed appreciation to Jim Ladrini and his crews for their work.

CONTINUED –  
RESOLUTION OF  
APPRECIATION TO  
BILL KELLOGG  
ADOPTED

STRATEGIC  
BUSINESS  
PLANNING  
DISCUSSION  
(Item 9.f.)

APPLICATION FOR  
COMMUNITY  
DISASTER LOAN  
APPROVED  
(Item 9.g.)

AMENDMENT TO  
DISTRICT  
MANAGER  
EMPLOYMENT  
CONTRACT  
APPROVED  
(Item 9.h.)

DIRECTORS'  
COMMENTS  
(Item 15)



President Sulik: Thanked the public committee members for submitting letters of interest to serve on a PID committee.

CLOSED SESSION  
CANCELLED  
(Item 11.a. & 11.b.)

President Sulik announced closed session will not be held this evening regarding the following:

- 11.a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (California Government Code section 54956.9). Paradise Irrigation District v. Pacific Gas & Electric.
- 11.b. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Paragraph (a) of subdivision (d) of Government Code section 54956.9): Neil Essila et al v. Paradise Irrigation District et al. Butte County Superior Court Case No. 17CV02546.

CLOSED SESSION  
ANNOUNCEMENT

None - No closed session held.

ADJOURNMENT

It was moved by President Sulik to adjourn the meeting. The regular meeting was adjourned at 9:20 p.m.

\_\_\_\_\_  
Georgeanna Borrayo, Secretary

\_\_\_\_\_  
Marc Sulik, President

MINUTES

REGULAR MEETING  
BOARD OF DIRECTORS  
PARADISE IRRIGATION DISTRICT  
DECEMBER 18, 2019

The regular meeting of the Board of Directors of the Paradise Irrigation District was called to order at 6:30 p.m. by President Marc Sulik, followed by an Invocation and the Pledge of Allegiance to the Flag of the United States of America.

OPENING

BOARD MEMBERS PRESENT: Directors Dan Hansen, Gregg Mowers, Vice-President Shelby Boston, and President Marc Sulik

ROLL CALL

BOARD MEMBERS ABSENT: Director Bill Kellogg

STAFF PRESENT: District Manager Kevin Phillips, Finance & Accounting Manager Ross Gilb, Information Systems Manager Mickey Rich, and Secretary Georgeanna Borrayo

ALSO PRESENT: PID Legal Counsel – Attorney Emily LaMoe, and members of the public

President Sulik announced closed session item 2.a. As there were no public comments, the Board adjourned to closed session at 6:34 p.m. regarding the following:

CLOSED SESSION:  
CONFERENCE  
WITH LEGAL  
COUNSEL –  
EXISTING  
LITIGATION  
(Item 2.a.)

2.a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Paragraph (a) of subdivision (d) of Government Code section 54956.9): Neil Essila et al v. Paradise Irrigation District et al. Butte County Superior Court Case No. 17CV02546.

President Sulik reconvened the regular meeting at 6:48 p.m. and announced direction has been given to Legal Counsel in reference to closed session item 2.a. listed above.

CLOSED SESSION  
ANNOUNCEMENT

Board members reviewed consent calendar items as follows:

APPROVAL OF  
CONSENT  
CALENDAR  
(Item 3.a. &  
3.b.1.&2.)

3.a. Approval of Meeting Agenda Order

3.b. Approval of Minutes: Special Meeting of November 20, 2019  
Regular Meeting of November 20, 2019

It was moved by Director Mowers and seconded by Director Boston to approve the Consent Calendar as presented.

AYES: Directors Hansen, Boston, Mowers, and Sulik

NOES: None

ABSENT: Director Kellogg

**Motion passes 4-0**

Karen and Leroy Gallegos commented they own property on Lind Lane in Paradise, which is serviced by a private distribution pipeline (pipelines on the District's side of the meter, but not owned by the District). They plan to rebuild their home and there is not enough pressure to meet the flow demand for the fire sprinkler system requirement per California Residential Code. Customer service line improvements are the responsibility of the owner(s) of the parcel to be served. Mr. & Mrs. Gallegos indicated they would like to see the Board consider a revision to PID Policy & Procedures, so the customer is not solely

PUBLIC  
PARTICIPATION  
(Item 4)

ELECTION &  
APPOINTMENT OF  
OFFICERS FOR 2020  
(Item 5.a. and 5.b.)

responsible for this expense and PID would take on some of the cost. Members of the Board recommended the property owner submit a letter in writing indicating their request and pertinent property information. Their request will be placed on the Agenda for review and consideration.

Office of President: District Manager Kevin Phillips opened nominations for the office of President.

1. Director Mowers nominated Director Sulik to serve a second one-year term as President; seconded by Director Boston.
2. Director Sulik nominated Director Boston; seconded by Director Hansen.

Manager Phillips called for a vote on the first nomination to elect Director Sulik to serve a second term as President.

AYES: Directors Hansen, Boston, Mowers, and Sulik  
NOES: None  
ABSENT: Director Kellogg

**Nomination of Director Sulik as President passes 4-0**

Manager Phillips turned the meeting over to President Sulik.

Office of Vice President: President Sulik opened nominations for the office of Vice President. Director Mowers nominated Director Boston; seconded by Director Hansen. As there were no further nominations, President Sulik called for a vote on the nomination to elect Director Boston for the office of Vice President for 2020.

AYES: Directors Hansen, Boston, Mowers, and Sulik  
NOES: None  
ABSENT: Director Kellogg

**Motion passes 4-0**

Appointment of Treasurer: Director Boston nominated Ross Gilb as Treasurer; seconded by Director Hansen.

AYES: Directors Hansen, Boston, Mowers, and Sulik  
NOES: None  
ABSENT: Director Kellogg

**Motion passes 4-0**

Appointment of Secretary: Director Boston nominated Georgeanna Borrayo as Secretary; seconded by Director Hansen.

AYES: Directors Hansen, Boston, Mowers, and Sulik  
NOES: None  
ABSENT: Director Kellogg

**Motion passes 4-0**

RECOVERY  
PROCESS STATUS  
UPDATE  
(Item 6)

Consultants Michael Lindquist and Colleen Boak with Water Works Engineers provided an informational update on the PID Water Supply Recovery Program.

Project 1 – Standing Structure: To date, approximately 75% standing structure service laterals have been sampled, and 86% for mainlines. The District is on track to complete sampling on standing structures by March 2020.

Progress on standing structure clearing includes: 857 locations currently cleared and issued letters lifting the Water Quality Advisory. 170 additional locations have been tested and are under evaluation.

CONTINUED –  
RECOVERY  
PROCESS STATUS  
UPDATE

Project 2 – Service Lateral Replacement Program Update: Scope of project is to replace 650 service laterals by September 2020. Work began on November 12, 2019, which has included mobilizing materials and equipment, underground service locating and potholing, and developing a process for dealing with a variety of underground conditions. To date, 20 service laterals have been replaced with 60 more laterals in progress.

Manager Phillips provided a verbal update on the following: 1) Currently advertising to fill a vacant Utility Worker I position; 2) Working through the FEMA claim process. The District is looking at performing a leak detection investigation of the entire system, so we can use this data for FEMA's Section 428 Alternative Public Assistance Program, which would apply to replacement of disaster-damaged facilities such as PID's service line and main lines, water meters and boxes, and backflow assemblies; 3) Received notification from CalOES confirming approval granted for the District's A zone pipeline generator upgrade; 4) The Regional Water Quality Control Board is in the process of writing PID a conditional NPDES Permit, which is anticipated to be finalized by April 2020; and 5) Participated in a meeting with the Division of Drinking Water who will be managing the feasibility study to evaluate consolidation with neighboring water districts.

DISTRICT  
MANAGER / STAFF  
& FACILITY  
REPORT UPDATE  
NOV. 2019  
(Item 7)

Manager Phillips read information regarding Agenda item 8 as stated in the agenda as follows: "Notice of Proposed Settlement of Class Action and Final Fairness Hearing in the matter of Neil Essila, et al. v. Paradise Irrigation District et al. A class action settlement involving FTJ Fundchoice, LLC, Dean Cook and Richard Mootz will provide cash deposits and non-monetary relief to participants and beneficiaries of the 401(a) and 457(b) retirement plans of Paradise Irrigation District who qualify as class members."

NOTICE OF  
PROPOSED  
SETTLEMENT OF  
CLASS ACTION &  
FINAL FAIRNESS  
HEARING IN THE  
MATTER OF NEIL  
ESSILA, ET AL. V.  
PID (Item 8)

Manager Phillips indicated copies of the Class Action Settlement Notice are available in the back of the Board room.

Board members reviewed a written Treasurer's Report for the period ending November 30, 2019. It was moved by Director Boston and seconded by Director Mowers to accept the Treasurer's Report as presented for the period ending November 30, 2019.

TREASURER'S  
REPORT  
ACCEPTED FOR  
PERIOD ENDING  
NOV. 30, 2019  
(Item 9)

AYES: Directors Hansen, Boston, Mowers, and Sulik  
NOES: None  
ABSENT: Director Kellogg

**Motion passes 4-0**

Board members reviewed accounts payable expense reports for the month of November 2019. It was moved by Director Boston and seconded by Director Mowers to approve General Fund Check Numbers 54034 through 54231 for the month of November 2019 totaling \$1,124,118.63, exclusive of voided check numbers 54089, 54090, 54174, 54229, and 54230, and authorization of a similar amount allowing or adjusting for extraordinary budget or Board approved items during the month of December.

APPROVAL OF  
EXPENSE REPORT  
FOR THE MONTH  
OF NOV. 2019  
(Item 10)

AYES: Directors Hansen, Boston, Mowers, and Sulik  
NOES: None  
ABSENT: Director Kellogg

**Motion passes 4-0**

LEGAL REPORT  
(Item 11)

Attorney Emily LaMoe reported she and Manager Phillips have been working with the Paradise Recreation and Park District (PRPD) to develop a draft lease agreement in reference to turning over management and oversight of recreation at Paradise Lake to PRPD. PID staff anticipate bringing a draft to the Board in January 2020.

COMMITTEE  
REPORTS  
(Item 12.1. & 2.)

Town of Paradise (TOP) / Paradise Irrigation District (PID) Liaison Committee Meeting: President Sulik and Director Mowers reported a meeting was held on Wednesday, December 11, 2019 at 10:00 a.m. in the Town Council Chambers. In addition to staff members, two elected officials from each agency participated in the meeting. Discussion included an update from the Town of Paradise and PID, information regarding the proposed intertie pipeline project to Chico, plans for Forest Service Road, Backflow Device Program, and Sewer Project Update. The next committee meeting will be held on January 22, 2020 at 10:00 a.m. in the Town Council Chambers.

Community Relations Committee: President Sulik and Director Boston provided an update regarding the December 3, 2019 committee meeting. Topics included: 1) Securing materials to build the demonstration building at the PID garden site; 2) PID Newsletter; 3) Bottled water distribution outreach – PID received notification confirming a grant award to PID in the amount of \$25,000 to distribute 1,000 five gallon water jugs; 4) Customer Service update; and 5) Increasing consumer confidence through video, communication with zone fire captains, and developing a brochure with information to provide to the public. The next committee meeting is scheduled on Tuesday, February 4, 2020 at 8:00 a.m. in the PID Conference Room.

UNFINISHED  
BUSINESS:  
PID COMMERCIAL  
PROPERTY AT 6360  
CLARK ROAD,  
PARADISE  
(Item 13.a.)

Treasurer Ross Gilb reported receiving a valuation of the PID commercial building located at 6360 Clark Road regarding comparable sales for commercial space vs. rental values. The current fair market value range is \$165,000 to \$185,000. The mid-range fair value sales price of \$175,000 would provide a return just above 7%.

Rental price estimates range from .75 cents to \$1.10 per square foot, which equates to approximately \$1,100 to \$1,600 per month. If the District were to rent this property at the low estimate, the annual rental income would be approximately \$13,000. The District's insurance cost is \$144.00 per year as a member agency participating in the ACWA-Joint Powers Insurance Authority pooled program.

It was moved by Director Boston and seconded by Director Mowers to rent the property located at 6360 Clark Road giving Manager Phillips latitude to negotiate between \$1,100 to \$1,600 per month when a potential tenant is secured.

AYES: Directors Hansen, Boston, Mowers, and Sulik

NOES: None

ABSENT: Director Kellogg

**Motion passes 4-0**

NEW BUSINESS:  
RESOLUTION NO.  
2019-09 ADOPTED  
FOR ACCEPTANCE  
OF BUTTE CO.  
LOCAL HAZARD  
MITIGATION PLAN  
(Item 14.a.)

Manager Phillips indicated an adopted Local Hazard Mitigation Plan is required as a condition of future funding for mitigation projects under multiple FEMA pre- and post-disaster mitigation grant programs.

It was moved by Director Mowers and seconded by Director Hansen to adopt PID Resolution No 2019-09, a Resolution of the Board of Directors of the Paradise Irrigation District adopting the Butte County Local Hazard Mitigation Plan.

AYES: Directors Hansen, Boston, Mowers, and Sulik

NOES: None

ABSENT: Director Kellogg

**Motion passes 4-0**

Manager Phillips confirmed as a dam owner, PID is required to have an engineer conduct an annual evaluation of the safety of dams and report to the State Department of Safety of Dams (DSOD). The engineering proposal also includes inspection of Magalia and Paradise Dams for fire related damage, which is reimbursable through insurance.

PROFESSIONAL  
ENGINEERING  
SERVICES-  
MAGALIA &  
PARADISE DAM  
FIELD  
EVALUATIONS  
FOR FIRE  
DAMAGE &  
SAFETY  
(Item 14.b.)

It was moved by Director Hansen and seconded by Director Mowers to approve and authorize the District Manager, with review of legal counsel, to execute an agreement with Genterra Consultants, Inc. to perform the services described in Task 1 for the years of 2019 and 2020 for a cost not to exceed \$29,960.00.

AYES: Directors Hansen, Boston, Mowers, and Sulik

NOES: None

ABSENT: Director Kellogg

**Motion passes 4-0**

Manager Phillips reported Director Kellogg requested this agenda item. While Director Kellogg is absent this evening, Manager Phillips noted the District organization will be evaluated, along with ongoing review of business model options. March 2020 is the target completion date for sampling standing structures and recommends evaluating the district's organization after March. He does not feel any changes to the District's organization are necessary at this time. An evaluation of revenue and district structure will also be recommended by PID as part of the Feasibility Consolidation Study to be conducted by the California Division of Drinking Water.

DISTRICT  
ORGANIZATION  
(Item 14.c.)

Director Mowers: Recommended holding a special meeting after January 4, 2020 should a meeting be necessary.

DIRECTORS'  
COMMENTS  
(Item 15)

Director Hansen: Indicated he has talked to PID staff and crews and is impressed with the recovery process. Sutton Enterprises, (consultant performing the Service Lateral Replacement Project), has embraced the town and enjoys working with the crews.

Director Boston: Echoed Director Hansen's comments and wished everyone a happy holiday.

President Sulik: Stated he is honored to have served in this position. After the Camp Fire in November 2018, he was uncertain about the future. The progress that has been made since the fire is amazing.

President Sulik announced the Board will recess as the Paradise Irrigation District Board of Directors and convene as the Paradise Irrigation District Public Facilities Financing Corporation (PFFC) Board. The Board adjourned to the annual meeting of the PFFC Board at 8:42 p.m.

BOARD RECESS  
FOR ANNUAL  
MEETING OF PFFC  
BOARD (Item 16)

President Sulik reconvened the regular meeting of the Board of Directors of the Paradise Irrigation District at 8:49 p.m. and announced the Board will continue with the next item of business listed on the PID Agenda as item 17 – Closed Session.

CONTINUED – PID  
BOARD OF  
DIRECTORS  
REGULAR  
MEETING

President Sulik announced closed session items 17.a. and 17.b. As there were no public comments, the Board adjourned to closed session at 8:52 p.m. regarding the following:

CLOSED SESSION  
(Item 17.a. & 17.b.)

17.a. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (California Government Code section 54957). District Manager.

- 17.b. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (California Government Code section 54956.9). Paradise Irrigation District v. Pacific Gas & Electric.

CLOSED SESSION  
ANNOUNCEMENT

President Sulik reconvened the regular meeting at 9:43 p.m. and announced the following regarding closed session discussion:

- 17.a. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (California Government Code section 54957). District Manager.  
*Announcement: A performance evaluation was completed for the District Manager, and direction given to Legal Counsel regarding amendment to the District Manager's contract for review and approval at the January 15, 2020 Board of Directors meeting.*

- 17.b. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (California Government Code section 54956.9). Paradise Irrigation District v. Pacific Gas & Electric.  
*Announcement: Direction has been given to Legal Counsel.*

OPEN SESSION:  
DISTRICT MANAGER  
POSITION  
(Item 19.a.)

Members of the Board considered compensation adjustments for the District Manager. Legal Counsel was given direction to prepare an Amendment to the Employment Agreement with Kevin Phillips for review and approval at the January 15, 2020 Board of Directors meeting providing the following:

Retroactive to July 17, 2019, Employee's Salary shall increase to \$157,000 per year. \$157,000 per year shall be the base salary for the January 1, 2020 adjustment provided for in paragraph 5(b) of the January 16, 2019 Agreement. All other provisions of the January 16, 2019 Employment Agreement shall remain in full force and effect.

ADJOURNMENT

It was moved by President Sulik to adjourn the meeting. The regular meeting was adjourned at 9:45 p.m.

\_\_\_\_\_  
Georgeanna Borrayo, Secretary

\_\_\_\_\_  
Marc Sulik, President

**TO: Board of Directors**

**FROM: Kevin Phillips, District Manager**

**DATE: February 14, 2020**

**RE: District Manager's Report**

Recovery and Operational Update:

Recent Accomplishments:

- Public drinking water filling station behind the PID office and a Potable Water Delivery Truck filling station in the Corporation Yard.
- Continue to construct Interim Water service assemblies.
- Continue to install interim water devices. (1340+ installed, 247 remaining).
- Continue to schedule and complete residential fire flow tests. (460+ completed, 117 remaining).
- Repaired numerous major water main leaks and service lines (200+ service line replaced).
- Continuing to maintain a weekly and monthly task schedule and calendar to improve communications between field operations, office, and our valued customers.
- Responded to numerous emergency response and after-hour callouts.
- Coordinated with Customer Service staff to receive, process, schedule and respond to customer service requests such as unseals, backflow tests, private leaks and water pressure related issues.
- Completed Underground Service Alert (USA) requests for PG&E, contractor, and debris removal.

In the upcoming weeks:

- PID staff with the assistance of AFWD workers will:
  - Prepare for sampling of fire hydrants.
  - Sampling prepared water services and hydrants.
  - Installing/replacing service lines as required for new construction.
  - Replacing/installing fire hydrants in coordination with TOP and Cal Fire.
  - Perform system flushing.
  - Continue to pressurize dry mains as needed to provide water service to customers.
  - Assembling and installing Interim Water services for customers.
  - Conducting residential fire flow tests for new construction.
  - In coordination with Town of Paradise, oversee commercial fire flow operations.
  - Repairing mains and service laterals as problems arise.
  - Completing USA requests.
  - Responding to other customer service requests.



## FEMA

### Project List:

- Emergency protective measures
  - System wide testing
  - Repressurizing system
  - Mutual aid support (obligated)
- Hazardous tree removal (tree marking completed)
- PID Road Damage (site inspection completed)
- Dam Repairs (Dam engineer contract signed)
- PID facilities and equipment (site inspection completed)
  - PID water treatment plant, corporation yard and office.
  - Equipment and vehicles
  - Building contents including computers and servers
- Water Distribution Storage Tanks (site inspection completed)
- Damage Service Lines
  - Includes meter, AMR, meter box and mainlines (DDD and cost estimates submitted to FEMA on Feb 12<sup>th</sup>)
- 406 Hazard Mitigation (Upgrade to damaged facilities)
  - B-Reservoir (2 Steel Tanks)
  - Service line upgrades (brass meter, concrete box and backflow assembly)
  - Fences (fire resistant coating)
- 404 Hazard Mitigation (Mitigation projects for undamaged facilities)
  - Service line replacement and upgrades (undamaged service lines) - Denied
  - Hydraulic modeling of distribution system, distribution system upgrades and water treatment plant upgrades - Denied
  - High hazard flood study and Magalia dam replacement – Planning and Design
  - B-Reservoir expansion (additional steel tank) - Denied
  - A-Zone Pipeline Project
- Community Disaster Loan
  - The District has submitted an application for a FEMA disaster loan for approximately 1.5 million.

### Long-term Business Plan:

#### Intertie with Chico

- Board approved MOU with Butte County to conduct a feasibility study on intertie project. On October 7, 2019 the District, Butte County, and Cal Water had a kickoff meeting with West Yost to discuss the process.
- The project was terminated by Butte County on November 5, 2019.
- Assemblyman Gallagher has presented AB 1957 to help with the construction of the pipeline if feasible.

#### Delivering Water to Kunkle Reservoir & Miocene Canal

- Continue meeting with PG&E, Butte County, Cal Water, and Del Oro to discuss options to deliver water to the Miocene Canal customers.

### Spillway Investigation

The District, with support from Genterra, had a conference call to go over the options to repair Magalia spillway. The Division of Safety of Dams is committed to working with the District. I authorized Genterra to prepare a plan and schedule for interim risk-reduction measures and long-term repairs to Magalia dam spillway. The Spillway work plan was submitted to DSOD in early September.

### Legislative Budget Request

- The State of California has allocated the District \$7.3 million for backfill funding for the next 2 years. The District received the first year backfill funding on 10/25/2019.
- The District participated in a pre-kickoff meeting in Sacramento on February 4, 2020.

### Long-Term Capital Projects

- Water Rights License and permit
  - Will be working with the State on getting a temporary place of use change to be able to market our raw water to a downstream user.
- Magalia Dam (HMGP planning and design application submitted)
- Replacement of B-Reservoir (FEMA)
- Mainline Replacement – Ongoing upgrades to damaged mainlines
- A-Zone pipeline and generator upgrade
  - HMGP grant is moving forward for final approval
- NPDES permit renewal
  - Project has restarted and the permit is expected to be issued during the month of May.
  - Draft NPDES permit has been issued.



February 5, 2020

Kevin M. Phillips  
District Manager  
Paradise Irrigation District  
6332 Clark Road  
Paradise, CA 95969

Dear Mr. Phillips:

I wanted to take this opportunity to thank you, on behalf of the Mayor, City Council and City staff for the Resolution of Appreciation adopted by your Board of Directors as well as the hats and community thank you notes.

We were happy to be able to assist you by providing resources at such a challenging time. Let me know if we can be of any further assistance in the future.

Again, thank you!

Sincerely,

Steve Potter  
City Manager

SP:jh

cc: Phil Brun, Utilities Director  
Joy Eldredge, Deputy Utilities Director



# Paradise Irrigation District

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

**1. Cash Position** – At 01/31/2020 the District's total cash position was \$6,950,948.

**2. Debt Service Analysis**

- a. Through 01/31/2020 the District has incurred debt service payments of \$422,456. The next debt service payments of the fiscal year are due 04/01/20 and 05/01/20 in the amounts of \$296,353 and \$122,914, respectively. The total annual budgeted debt service is \$841,723.
- b. The District's total outstanding debt is \$5,879,945.
  - i. IBank \$1,035,645
  - ii. Capital One \$2,059,000
  - iii. BB&T \$2,785,300

**3. Operational Overview and Highlights – FY 2019/20**

- a. The District is not charging consumption fees due to the damage to the District's distribution system. Customers with non-potable service continue to be charged the readiness to serve charge of \$21.49 per month. As customers are cleared for potable service, they will return to the standard service charge based on the size of their service line/meter.
- b. Through 01/31/20 the District has processed 2,057 customer requests to permanently disconnect services.
- c. The District has begun billing for outside water sales delivered to Del Oro Water Company. Through 01/31/20, the District has collected \$57,200 in related fees for water sales for the periods of October through December 2019. Billing for outside water sales will continue on a monthly basis.
- d. Audit Update - Fechter & Company was on site the first week of February to perform the financial audit for the fiscal years ending 06/30/18 and 06/30/19. They will be working to complete outstanding items and issue an audit report in the coming months.
- e. The District is collecting fees for Interim Water Supply installation. Through 01/31/20 the District has processed 1,579 total requests for Interim Water Supply and has collected \$574,286 in related fees for the current fiscal year.
- f. The District is collecting service fees for Residential Fire Flow testing. Through 01/31/20 the District has processed 539 requests for Residential Fire Flow testing and has collected \$53,162 in related fees.
- g. The District has received \$25,500 from the North Valley Community Foundation – Butte Strong Fund related to a grant to provide 5 gallon water carriers to customers to store potable water. The District has ordered approximately 2,600 water carriers to be provided to customers free of cost.
- h. Total expenditures are within budgeted expectations for the fiscal year ending 06/30/20. The District cannot substantially reduce operational cost as the majority of the District's expenses are fixed.
- i. Recovery related expenditures for the first seven months of the fiscal year have exceeded the original estimated annual expenditure. Based on initial review, this is primarily the result of a greater demand than expected for interim water devices, the increase to the water works contract for project management fees, and faster water sampling than originally expected at the



# Paradise Irrigation District

6332 Clark Rd, Paradise, CA 95969 · 530-877-4971 · Fax: 530-876-0483 · [www.pidwater.com](http://www.pidwater.com)

beginning of the fiscal year. In order to provide an updated estimate of annual expenditures for the remainder of the fiscal year, all recovery related expenditures will be evaluated during a comprehensive mid-year budget review in February 2020.

- j. The District has made a request to the State of California for a budget allocation of \$21 million dollars to help bridge the gap for three years for the loss of revenue due to the Camp Fire. Based on this initial request, the State of California has allocated a total of \$14,748,660 to PID for loss of revenue for fiscal year 2019-20 and 2020-21, contingent on the Districts participation in a feasibility study to examine the possibility of consolidating the Districts operations with one or more neighboring water districts.

The District has received \$7,374,330 for the loss of revenue funding for FY 2019-20. The funding for FY 2020-21 (\$7,374,330) will be available after June 30, 2020.

- k. The District continues to work with the State of California, FEMA, and insurance to fund the recovery of the District distribution system.

Paradise Irrigation District  
January 31, 2020  
Financial Summary

	2018/19 Actual	2019/20 Budget	2019/20 Actual
<b><u>REVENUES:</u></b>			
Water Sales	5,365,105	2,301,554	1,327,669
Outside Water Sales	68,689	-	57,200
Other	652,634	719,240	664,252
Interest	12,760	60,000	53,108
Taxes - 1%	286,826	270,000	294,919
FMV Gain/Loss - Securities	1,031	-	(167)
Grant Rev	-	-	25,500
Inc-Save-A-Can/Buy-A-Fish	747	-	-
Inc-Capacity Fees	35,008	-	8,752
Revenue - PFD	73,308	-	35,387
<b>Total Revenue</b>	<b>6,496,107</b>	<b>3,350,794</b>	<b>2,466,620</b>
<b><u>EXPENDITURES:</u></b>			
Operating	4,990,364	5,311,705	2,981,431
Pipeline	290,729	-	-
Debt Service	609,108	841,723	422,456
Save a Can	-	-	-
PFD	8,414	150,000	34,043
<b>Total Expenditures</b>	<b>5,898,615</b>	<b>6,303,427</b>	<b>3,437,930</b>
<b>Increase/(Decrease) in Cash before Recovery, Debt Proceeds, and Capital Improvements</b>	<b>597,493</b>	<b>(2,952,633)</b>	<b>(971,310)</b>
Debt Proceeds	-	-	-
<b>Increase/(Decrease) in Cash before Recovery and Capital Improvements</b>	<b>597,493</b>	<b>(2,952,633)</b>	<b>(971,310)</b>
FEMA Reimbursements	1,217,402	2,625,000	-
Insurance Proceeds	1,350,000	2,950,000	-
State Funding	-	7,000,000	7,374,330
	2,567,402	12,575,000	7,374,330
<b>Cash Available for Recovery/Capital Projects</b>	<b>3,164,895</b>	<b>9,622,367</b>	<b>6,403,020</b>
Capital/Recovery Projects	(2,378,529)	(3,425,000)	(3,495,869)
<b>Increase/(Decrease) in Cash</b>	<b>786,365</b>	<b>6,197,367</b>	<b>2,907,151</b>
<b>Beginning Cash Balance</b>	<b>3,257,432</b>	<b>4,043,797</b>	<b>4,043,797</b>
<b>Ending Cash Balance</b>	<b>4,043,797</b>	<b>10,241,164</b>	<b>6,950,948</b>

Paradise Irrigation District

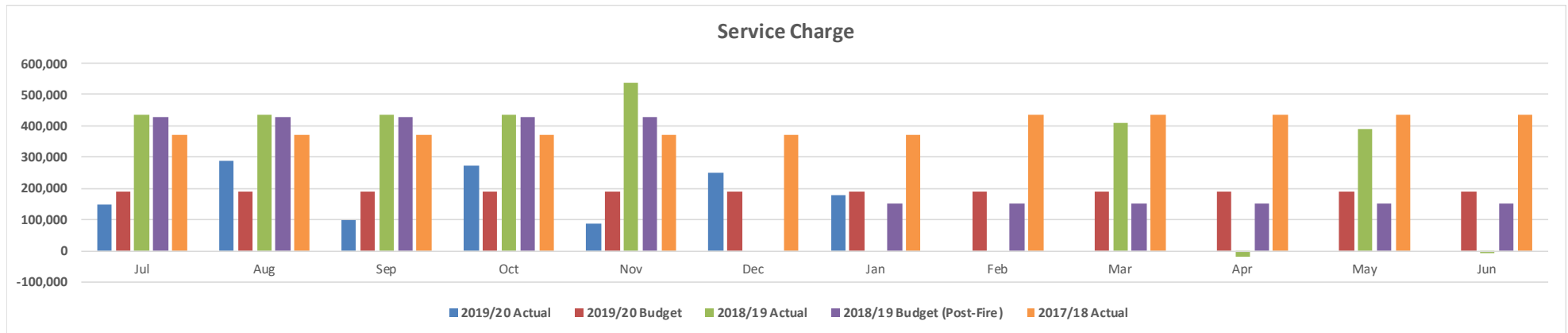
January 31, 2020

Revenue Summary

	FY 2016/17 Actual	FY 2017/18 Actual	FY 2018/19 Actual	FY 2019/20 Estimate	FY 2019/20 Actual
<b><u>General Fund/Operating</u></b>					
Water - Service	4,397,207	4,871,781	3,755,354	2,295,054	1,320,181
Water - Consumption	2,629,210	3,070,573	1,587,485	-	(742)
Water - Fees & Adjustments	43,355	49,298	22,266	6,500	8,231
Outside Water Sales	110,874	115,728	68,689	-	57,200
Meter Revenue	31,915	15,225	265,156	511,300	586,847
Recreation & Boating Permits	38,814	39,789	22,778	10,000	9,716
Backflow Check	10,940	10,960	20,527	4,000	480
Rents	17,095	15,740	9,392	15,180	6,134
Revenue - Surplus Property	24,737	17,481	273,233	-	-
Escrow Fees	-	-	-	5,000	-
Annexation	2,140	546	-	-	-
Custom Work/PFD Reimbursement	94,780	200,000	15,125	173,760	53,162
Misc	52,591	30,602	46,424	-	7,913
Interest	-	-	-	-	-
<b>Total Operating Income</b>	<b>7,453,658</b>	<b>8,437,722</b>	<b>6,086,428</b>	<b>3,020,794</b>	<b>2,049,121</b>
<b><u>Special Revenue Fund</u></b>					
<b>Capital Improvement Program</b>					
Taxes - 1%	259,213	271,960	286,826	270,000	294,919
\$1 Surcharge for Capital Projects					
Interest	34,783	11,326	12,760	60,000	53,108
FMV Gain/Loss - Securities	187	(514)	1,031	-	(167)
Inc-Capacity Fees	57,262	39,414	35,008	-	8,752
RDA Reimbursement	-	-	-	-	-
Grant	-	-	-	-	25,500
Inc-Save-A-Can/Buy-A-Fish	6,622	8,351	747	-	-
<b>Total Capital Improvement</b>	<b>358,067</b>	<b>330,538</b>	<b>336,371</b>	<b>330,000</b>	<b>382,113</b>
<b><u>Debt Service Fund</u></b>					
Inc-Assessment Res (PID Share)	193,420	1,756	-	-	-
Interest	6,907	-	-	-	-
<b>Total Debt Service</b>	<b>200,327</b>	<b>1,756</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>Recovery Proceeds</u></b>					
State Backfill Funding	-	-	-	7,000,000	7,374,330
FEMA Reimbursements	-	-	1,217,402	2,625,000	-
Insurance Proceeds	-	-	1,350,000	2,950,000	-
<b>Total Recovery Proceeds</b>	<b>-</b>	<b>-</b>	<b>2,567,402</b>	<b>12,575,000</b>	<b>7,374,330</b>
<b><u>PFD</u></b>					
Revenue - PFD	122,794	124,037	73,308	-	35,387
PFD - Interest Income					
<b>Total PFD</b>	<b>122,794</b>	<b>124,037</b>	<b>73,308</b>	<b>-</b>	<b>35,387</b>
<b>Total Revenue</b>	<b>8,134,846</b>	<b>8,894,053</b>	<b>9,063,509</b>	<b>15,925,794</b>	<b>9,840,950</b>

Paradise Irrigation District  
January 31, 2020  
Water Revenue

	Service Charge												
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Year to Date Totals
2019/20 Actual	146,492.90	286,941.77	98,612.10	272,780.57	87,685.57	248,388.56	179,279.03						1,320,180.50
2019/20 Budget	191,260.00	191,259.00	191,258.00	191,257.00	191,256.00	191,255.00	191,254.00	191,253.00	191,252.00	191,251.00	191,250.00	191,249.00	2,295,054.00
2018/19 Actual	436,392.90	436,643.38	436,273.95	436,719.47	537,251.36	-	-	-	410,683.57	(17,049.96)	391,672.04	(7,797.98)	3,060,788.73
2018/19 Budget (Post-Fire)	429,021.00	429,021.00	429,021.00	429,021.00	429,021.00	-	150,000.00	150,000.00	150,000.00	150,000.00	150,000.00	150,000.00	3,045,105.00
2017/18 Actual	370,414.10	371,213.98	370,772.40	371,237.20	370,130.18	371,681.00	371,421.01	436,336.33	436,122.75	436,034.97	435,797.15	435,718.87	4,776,879.94
2016/17 Actual	341,413.24	339,237.37	341,571.71	341,336.16	341,299.65	340,548.52	370,001.59	373,087.79	371,908.05	371,244.66	371,420.70	370,865.06	3,903,069.44





Paradise Irrigation District  
January 31, 2020  
Operational Expense Summary

	FY 2016/17 Actual	FY 2017/18 Actual	FY 2018/19 Actual	FY 2019/20 Estimate	FY 2019/20 Actual
<b>Operational Summary</b>					
Salary and Benefits	3,715,155	3,583,708	3,834,620	3,683,437	2,081,065
Materials and Supplies	669,902	641,180	568,531	787,100	480,412
Outside Services	358,722	442,291	216,443	442,120	161,458
Utilities	260,884	290,220	241,473	286,739	118,175
Insurance	86,488	111,642	107,607	94,909	140,320
Board	89,120	23,471	21,691	17,400	-
<b>Total Operating Expense</b>	<b>5,180,270</b>	<b>5,092,511</b>	<b>4,990,364</b>	<b>5,311,705</b>	<b>2,981,431</b>

	FY 2016/17 Actual	FY 2017/18 Actual	FY 2018/19 Actual	FY 2019/20 Estimate	FY 2019/20 Actual
<b>Source of Supply</b>					
Salary and Benefits	1,134	-	3,568	-	-
Materials and Supplies	58,344	55,247	29,461	26,500	-
Outside Services	8,387	9,138	3,926	7,070	29,208
Utilities	3,666	5,229	5,294	3,100	162
Insurance	800	492	-	-	-
<b>Total Source and Supply</b>	<b>72,332</b>	<b>70,106</b>	<b>42,249</b>	<b>36,670</b>	<b>29,370</b>
<b>Security &amp; Recreation</b>					
Salary and Benefits	192,704	173,017	143,483	-	41,203
Materials and Supplies	1,237	1,494	554	4,200	-
Outside Services	5,450	1,427	1,925	4,350	36
Utilities	10,598	6,314	3,890	2,700	762
Insurance	2,486	1,530	-	1,565	1,500
<b>Total Security &amp; Recreation</b>	<b>212,474</b>	<b>183,781</b>	<b>149,851</b>	<b>12,815</b>	<b>43,501</b>
<b>Water Treatment</b>					
Salary and Benefits	947,798	932,485	1,006,757	791,949	590,800
Materials and Supplies	191,014	183,223	196,599	231,900	59,005
Outside Services	22,381	23,262	29,931	71,250	28,859
Utilities	137,303	146,929	117,886	153,300	69,978
Insurance	19,773	12,168	-	17,740	17,000
<b>Total Water Treatment</b>	<b>1,318,268</b>	<b>1,298,068</b>	<b>1,351,173</b>	<b>1,266,139</b>	<b>765,642</b>
<b>Transmission &amp; Distribution</b>					
Salary and Benefits	998,301	1,103,566	1,117,209	1,689,933	740,121
Materials and Supplies	176,836	191,972	168,200	289,500	301,596
Outside Services	23,688	21,988	18,567	34,900	14,988
Utilities	56,603	64,252	64,467	80,600	13,838
Insurance	16,048	9,876	-	26,778	26,000
<b>Total Transmission and Distribution</b>	<b>1,271,476</b>	<b>1,391,655</b>	<b>1,368,444</b>	<b>2,121,712</b>	<b>1,096,544</b>
<b>Customer Service</b>					
Salary and Benefits	448,304	453,206	467,799	341,606	216,564
Materials and Supplies	6,497	27	5,132	7,000	1,264
Outside Services	4,267	3,847	3,121	10,000	2,140
Insurance	5,991	3,687	-	11,936	11,500
<b>Total Customer Service</b>	<b>465,059</b>	<b>460,766</b>	<b>476,051</b>	<b>370,542</b>	<b>231,469</b>
<b>Administration</b>					
Salary and Benefits	1,126,914	921,433	1,095,804	859,948	492,377
Materials and Supplies	235,975	209,216	168,585	228,000	118,547
Outside Services	294,550	382,630	158,974	314,550	86,227
Utilities	52,714	67,496	49,935	47,039	33,435
Insurance	41,389	83,889	107,607	36,890	84,320
Board	89,120	23,471	21,691	17,400	-
<b>Total Administration</b>	<b>1,840,661</b>	<b>1,688,136</b>	<b>1,602,596</b>	<b>1,503,826</b>	<b>814,906</b>

Paradise Irrigation District  
January 31, 2020  
Debt Service

<b>Loan Name</b>	<b>FY 2016/17 Actual Total Payments</b>	<b>FY 2017/18 Actual Total Payments</b>	<b>FY 2018/19 Actual Total Payments</b>	<b>FY 2019/20 Estimated Total Payments</b>	<b>FY 2019/20 Actual Total Payments</b>
Davis Grunsky	182,743	-	-	-	-
IBANK	130,276	130,240	130,202	-	-
Private Placement Loan	-	-	-	-	-
2009 COP's	614,694	538,047	-	-	-
2016 Private Placement (Refi)	243,426	244,874	148,325	246,002	123,088
2017 Private Placement (Refi)	-	75,192	330,580	595,721	299,369
New Debt	-	-	-	-	-
<b>Total</b>	<b>1,171,139</b>	<b>988,353</b>	<b>609,108</b>	<b>841,723</b>	<b>422,456</b>

Paradise Irrigation District  
January 31, 2020  
Recovery Related Expenditures

**Recovery Expenditure Projection**

- Supplies and services consist of construction costs associated with repair of the distribution system. FY 2019/20 estimates are based on costs incurred during the prior year and expected costs to be incurred based on the current recovery plan.
- Professional Services/Engineering costs consist of professional services, engineering fees, mutual aid support, legal fees, and public assistance consulting fees. Year to date actual expenditures include approximately:
  - Smoke Cleaning Fees \$ 301,000
  - Mutual Aid Reimbursements \$ 584,100
  - Recovery Related Legal Fees \$ 86,500
  - Project Management Costs \$ 1,233,200
  - Public Assistance Consulting Fees \$ 258,500
- Water sampling costs are estimated based on the number of water samples expected to be completed during FY 2019/20.

	FY 2018/19 Actual	FY 2019/20 Estimate	FY 2019/20 Actual
<u>Materials and Supplies</u>			
Supplies and Services	714,209	750,000	755,240
<u>Outside Services</u>			
Professional Services/Engineering	1,309,242	2,425,000	2,463,226
Water Sampling	147,345	250,000	277,403
	2,170,796	3,425,000	3,495,869

Paradise Irrigation District  
January 31, 2020  
Contracts

<b>Contracts</b>	<b>Project</b>	<b>Total Contract Price</b>	<b>Total Paid</b>	<b>Remaining</b>
Wagner & Bonsignore	Water Rights Engineer	Open	98,884.11	Open
De Novo Planning Group	Water Rights Engineer	306,430.00	204,558.74	101,871.26
Genterra Consultants	Spillway Investigation	360,214.00	351,099.32	9,114.68
Genterra Consultants	Magalia Dam Piezometers Cleaning	12,349.00	12,349.00	-
Water Works	B-Reservior	773,964.00	773,962.00	2.00
Water Works	NPDES Permit	158,906.00	92,094.94	66,811.06
Water Works	Project Management Services	2,000,000.00	1,305,724.90	694,275.10
APTIM	Public Assistance Services	874,596.00	280,903.30	593,692.70
Firestorm	Arborist Services	26,880.00	10,210.00	16,670.00
Sutton Enterprises	Service Lateral Replacement	4,282,452.50	-	4,282,452.50
		<b>TOTAL OUTSTANDING OBLIGATIONS</b>		<b>5,764,889.30</b>

Paradise Irrigation District  
January 31, 2020  
Monthly Investment Report of Transactions

	<b>Beginning Balance 01/01/20</b>	<b>Interest Received</b>	<b>Transferred to Cash</b>	<b>Ending Balance 01/31/20</b>
<b>LAF</b>				
Regular	\$ 6,609,218.46	31,235.77	(525,000.00)	\$ 6,115,454.23
DWR Reserve Fund	\$ 267,185.42	1,534.91		\$ 268,720.33



Paradise Irrigation District

# Expense Approval Report

## By Vendor Name

Payment Dates 01/01/2020 - 01/31/2020

Payment Date	Payment Number	Description (Item)	(None)	(None)	Amount
<b>Vendor: 01021 - ACWA/JPIA</b>					
01/24/2020	54378	Workers Compensation			19,456.89
<b>Vendor 01021 - ACWA/JPIA Total:</b>					<b>19,456.89</b>
<b>Vendor: 01022 - ACWA/JPIA</b>					
01/24/2020	54379	Dental			1,753.07
01/24/2020	54379	Life			582.95
01/24/2020	54379	EAP			94.86
01/24/2020	54379	Medical			32,944.61
01/24/2020	54379	Vision			565.88
<b>Vendor 01022 - ACWA/JPIA Total:</b>					<b>35,941.37</b>
<b>Vendor: 01024 - Adecco Employment Services</b>					
01/13/2020	54336	Salaries - Direct			702.24
01/13/2020	54336	Salaries - Direct			566.72
01/13/2020	54336	Salaries - Direct			745.36
01/24/2020	54380	Salaries - Direct			917.84
<b>Vendor 01024 - Adecco Employment Services Total:</b>					<b>2,932.16</b>
<b>Vendor: 02957 - Aflac</b>					
01/10/2020	DFT0003678	Montly Aflac Invoice			283.14
01/24/2020	DFT0003744	Montly Aflac Invoice			283.14
<b>Vendor 02957 - Aflac Total:</b>					<b>566.28</b>
<b>Vendor: 01029 - AIC Electric</b>					
01/24/2020	54381	VFD replacement - Raw Water Pump Station			13,280.00
<b>Vendor 01029 - AIC Electric Total:</b>					<b>13,280.00</b>
<b>Vendor: 03066 - Airgas USA, LLC</b>					
01/24/2020	54382	Welding Supplies			549.67
<b>Vendor 03066 - Airgas USA, LLC Total:</b>					<b>549.67</b>
<b>Vendor: 01041 - All Metals Supply, Inc</b>					
01/24/2020	54383	Flange Weld - 8' STD			333.21
01/24/2020	54383	Flange Weld - 4' Std			242.52
<b>Vendor 01041 - All Metals Supply, Inc Total:</b>					<b>575.73</b>
<b>Vendor: 02847 - American Conservation &amp; Billing Solutions</b>					
01/24/2020	54384	Aquahawk Alerting			100.00
<b>Vendor 02847 - American Conservation &amp; Billing Solutions Total:</b>					<b>100.00</b>
<b>Vendor: 02840 - American Messaging</b>					
01/24/2020	54385	Standby Pager - Shop			38.68
<b>Vendor 02840 - American Messaging Total:</b>					<b>38.68</b>
<b>Vendor: 03078 - American Technologies, Inc</b>					
01/24/2020	54386	Job #18-F1 - Smoke Cleaning			29,797.75
01/24/2020	54386	Job #18-F1 - Smoke Cleaning			34,282.08
01/24/2020	54386	Job #18-F1 - Smoke Cleaning			8,753.88
01/24/2020	54386	Job #18-F1 - Smoke Cleaning			27,406.20
<b>Vendor 03078 - American Technologies, Inc Total:</b>					<b>100,239.91</b>
<b>Vendor: 03090 - APTIM Environmental &amp; Infrastructure LLC</b>					
01/13/2020	54337	Job#18-F1 - HMGP			13,742.50
01/16/2020	54372	Job #18-F1 - HMGP			40,565.00
01/24/2020	54387	Job#18-F1 - Public Assistance			45,532.05
01/24/2020	54387	Job#18-F1 - HMGP			525.00
<b>Vendor 03090 - APTIM Environmental &amp; Infrastructure LLC Total:</b>					<b>100,364.55</b>
<b>Vendor: 01068 - Aramark Uniform Services</b>					
01/13/2020	54338	Uniforms			332.26

## Expense Approval Report

Payment Dates: 01/01/2020 - 01/31/2020

Payment Date	Payment Number	Description (Item)	(None)	(None)	Amount
01/13/2020	54338	Uniforms			332.26
01/24/2020	54388	Uniforms			121.47
01/24/2020	54388	Uniforms			144.83
01/24/2020	54388	Uniforms			219.87
01/24/2020	54388	Uniforms			154.08
01/24/2020	54388	Uniforms			219.87
Vendor 01068 - Aramark Uniform Services Total:					1,524.64
Vendor: 01082 - AT&T					
01/13/2020	54339	Phone Line - Office/Shop/TP			598.39
Vendor 01082 - AT&T Total:					598.39
Vendor: 01083 - AT&T					
01/24/2020	54389	Bres/A Tank Alarm			33.03
01/24/2020	54389	Bres/A Tank Alarm			33.03
Vendor 01083 - AT&T Total:					66.06
Vendor: 03095 - Awards Company					
01/24/2020	54390	Misc. Services			64.33
Vendor 03095 - Awards Company Total:					64.33
Vendor: 01090 - AWWA					
01/24/2020	54391	Membership - 01-01-20_12-31-20			2,305.00
Vendor 01090 - AWWA Total:					2,305.00
Vendor: 03071 - BC Laboratories, Inc.					
01/13/2020	54340	Job #18-F1 - Water Sampling (10)			650.00
01/13/2020	54340	Job #18-F1 - Water Sampling (23)			1,495.00
01/13/2020	54340	Job #18-F1 - Water Sampling (11)			1,097.50
01/24/2020	54392	Job #18-F1 - Water Sampling			1,625.00
01/24/2020	54392	Job #18-F1 - Water Sampling (12)			780.00
01/24/2020	54392	Job #18-F1 - Water Sampling (24)			1,585.00
01/24/2020	54392	Job #18-F1 - Water Sampling (12)			780.00
01/24/2020	54392	Job #18-F1 - Water Sampling (9)			610.00
01/24/2020	54392	Job #18-F1 - Water Sampling (1)			38.75
01/24/2020	54392	Job #18-F1 - Water Sampling (1)			97.50
01/24/2020	54392	Job #18-F1 - Water Sampling (2)			220.00
01/24/2020	54392	Job #18-F1 - Water Sampling			2,925.00
01/24/2020	54392	Job #18-F1 - Water Sampling (13)			870.00
01/24/2020	54392	Job #18-F1 - Water Sampling (12)			961.00
01/24/2020	54392	Job #18-F1 - Water Sampling (47)			3,080.00
01/24/2020	54392	Job #18-F1 - Water Sampling (18)			1,170.00
01/24/2020	54392	Job #18-F1 - Water Sampling (5)			512.50
01/24/2020	54392	Job #18-F1 - Water Sampling (3)			61.89
01/24/2020	54392	Job #18-F1 - Water Sampling (36)			2,340.00
Vendor 03071 - BC Laboratories, Inc. Total:					20,899.14

## Expense Approval Report

Payment Dates: 01/01/2020 - 01/31/2020

Payment Date	Payment Number	Description (Item)	(None)	(None)	Amount
<b>Vendor: 02970 - Carus Corporation</b>					
01/24/2020	54394	Carus 3190 - Zinc Orthophosphate			21,959.44
<b>Vendor 02970 - Carus Corporation Total:</b>					<b>21,959.44</b>
<b>Vendor: 03065 - Comcast Business</b>					
01/24/2020	54395	Internet - Office			851.43
<b>Vendor 03065 - Comcast Business Total:</b>					<b>851.43</b>
<b>Vendor: 01320 - Comcast</b>					
01/13/2020	54341	Internet - Office			603.17
<b>Vendor 01320 - Comcast Total:</b>					<b>603.17</b>
<b>Vendor: 01370 - Commercial Tire Warehouse</b>					
01/24/2020	54396	Equipment Repairs			496.70
01/24/2020	54396	Equipment Repairs #M-7 04 Ford Ranger			520.73
01/24/2020	54396	Equipment Repairs M-21- 05 Ford Ranger			532.73
<b>Vendor 01370 - Commercial Tire Warehouse Total:</b>					<b>1,550.16</b>
<b>Vendor: 01460 - Drug &amp; Alcohol Testing Division</b>					
01/24/2020	54397	Physicals - DMV & Pre-employment			182.00
<b>Vendor 01460 - Drug &amp; Alcohol Testing Division Total:</b>					<b>182.00</b>
<b>Vendor: 02120 - Durham Pentz Truck Center</b>					
01/24/2020	54398	Snap Test #33			48.00
<b>Vendor 02120 - Durham Pentz Truck Center Total:</b>					<b>48.00</b>
<b>Vendor: 01474 - Eagles Security Systems</b>					
01/24/2020	54399	Building Security - Shop			363.00
01/24/2020	54399	Building Security - Shop			291.64
01/24/2020	54399	Building Security - Office			120.00
01/24/2020	54399	Building Security - Office			363.00
<b>Vendor 01474 - Eagles Security Systems Total:</b>					<b>1,137.64</b>
<b>Vendor: 02888 - Elecsys International Corporation</b>					
01/13/2020	54342	Misc. Supplies - TP			8.00
<b>Vendor 02888 - Elecsys International Corporation Total:</b>					<b>8.00</b>
<b>Vendor: 01480 - Employment Development Dept.</b>					
01/02/2020	DFT0003672	State Income Tax Withholding			29.48
01/02/2020	DFT0003675	State Disability Withholding			8.59
01/03/2020	DFT0003731	State Disability Withholding			3.75
01/13/2020	DFT0003688	State Income Tax Withholding			4,239.07
01/13/2020	DFT0003691	State Disability Withholding			1,025.32
01/13/2020	DFT0003696	State Income Tax Withholding			401.48
01/13/2020	DFT0003699	State Disability Withholding			70.87
01/27/2020	DFT0003753	State Income Tax Withholding			3,888.91
01/27/2020	DFT0003756	State Disability Withholding			977.84
<b>Vendor 01480 - Employment Development Dept. Total:</b>					<b>10,645.31</b>
<b>Vendor: 01482 - Employment Development Dept.</b>					
01/14/2020	2019-01-14	Unemployment Reimbursement - 2019-Q2			3,731.16
01/14/2020	2019-01-14	Unemployment Reimbursement - 2019-Q3			8,775.29
01/14/2020	2019-01-14	Unemployment Reimbursement - 2019-Q1			6,718.28
<b>Vendor 01482 - Employment Development Dept. Total:</b>					<b>19,224.73</b>
<b>Vendor: 01521 - Fastenal Co</b>					
01/13/2020	54343	Construction & Maint. Supplies			46.57
01/24/2020	54400	Construction & Maint. Supplies			83.04
<b>Vendor 01521 - Fastenal Co Total:</b>					<b>129.61</b>



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Payment Dates: 01/01/2020 - 01/31/2020

Payment Date	Payment Number	Description (Item)	(None)	(None)	Amount
<b>Vendor: 01527 - Ferguson Enterprises, Inc</b>					
01/13/2020	54344	Service Saddle - C-900 8' x 2'			534.44
01/13/2020	54344	Pipe - C-900 - 6'			967.60
01/24/2020	54401	4" flange bolt kits			167.31
01/24/2020	54401	6" flange bolt kits			57.92
01/24/2020	54401	6" flange bolt kits			173.75
01/24/2020	54401	1" inserts			42.90
<b>Vendor 01527 - Ferguson Enterprises, Inc Total:</b>					<b>1,943.92</b>
<b>Vendor: 01528 - FGL Environmental</b>					
01/24/2020	54402	Job #18-F1 - Water Sampling (2)			396.00
01/24/2020	54402	Job #18-F1 - Water Sampling (1)			24.00
01/24/2020	54402	Job #18-F1 - Water Sampling (29)			3,625.00
01/24/2020	54402	Job #18-F1 - Water Sampling (7)			875.00
01/24/2020	54402	Job #18-F1 - Water Sampling (7)			875.00
01/24/2020	54402	Job #18-F1 - Water Sampling (4)			88.00
01/24/2020	54402	Job #18-F1 - Water Sampling (2)			276.00
01/24/2020	54402	Job #18-F1 - Water Sampling (2)			52.00
01/24/2020	54402	Job #18-F1 - Water Sampling (10)			1,250.00
01/24/2020	54402	Job #18-F1 - Water Sampling (8)			1,000.00
01/24/2020	54402	Job #18-F1 - Water Sampling (9)			1,125.00
01/24/2020	54402	Job #18-F1 - Water Sampling (10)			1,250.00
01/24/2020	54402	Job #18-F1 - Water Sampling (9)			1,125.00
01/24/2020	54402	Job #18-F1 - Water Sampling (6)			750.00
01/24/2020	54402	Job #18-F1 - Water Sampling (6)			750.00
01/24/2020	54402	Job #18-F1 - Water Sampling (8)			1,000.00
01/24/2020	54402	Job #18-F1 - Water Sampling (4)			500.00
01/24/2020	54402	Job #18-F1 - Water Sampling (8)			1,000.00
01/24/2020	54402	Job #18-F1 - Water Sampling (5)			250.00
01/24/2020	54402	Job #18-F1 - Water Sampling (5)			-250.00
01/24/2020	54402	Job #18-F1 - Water Sampling (8)			1,000.00
01/24/2020	54402	Job #18-F1 - Water Sampling (6)			300.00
01/24/2020	54402	Job #18-F1 - Water Sampling (6)			-300.00
01/24/2020	54402	Job #18-F1 - Water Sampling (5)			250.00
01/24/2020	54402	Job #18-F1 - Water Sampling (5)			-250.00
01/24/2020	54402	Job #18-F1 - Water Sampling (2)			44.00
01/24/2020	54402	Job #18-F1 - Water Sampling (1)			24.00

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Payment Dates: 01/01/2020 - 01/31/2020

Payment Date	Payment Number	Description (Item)	(None)	(None)	Amount
01/24/2020	54402	Job #18-F1 - Water Sampling (1)			22.00
01/24/2020	54402	Job #18-F1 - Water Sampling (12)			600.00
01/24/2020	54402	Job #18-F1 - Water Sampling (12)			-600.00
01/24/2020	54402	Job #18-F1 - Water Sampling (10)			500.00
01/24/2020	54402	Job #18-F1 - Water Sampling (10)			-500.00
01/24/2020	54402	Job #18-F1 - Water Sampling (6)			300.00
01/24/2020	54402	Job #18-F1 - Water Sampling (6)			-300.00
01/24/2020	54402	Job #18-F1 - Water Sampling (7)			350.00
01/24/2020	54402	Job #18-F1 - Water Sampling (7)			-350.00
01/24/2020	54402	Job #18-F1 - Water Sampling (7)			350.00
01/24/2020	54402	Job #18-F1 - Water Sampling (7)			-350.00
01/24/2020	54402	Job #18-F1 - Water Sampling (1)			22.00
01/24/2020	54402	Job #18-F1 - Water Sampling (1)			22.00
01/24/2020	54402	Job #18-F1 - Water Sampling (1)			22.00
Vendor 01528 - FGL Environmental Total:					17,117.00
Vendor: 01616 - Grainger Inc					
01/24/2020	54405	Equipment Repairs			63.39
Vendor 01616 - Grainger Inc Total:					63.39
Vendor: 01673 - Herc Rentals					
01/13/2020	54345	Job #18-F1 - Equipment Rental			2,198.31
01/13/2020	54345	Job #18-F1 - Equipment Rental			967.09
01/13/2020	54345	Job #18-F1 - Equipment Rental			2,274.59
01/24/2020	54406	Job #18-F1 - Equipment Rental			2,080.05
01/24/2020	54406	Job #18-F1 - Equipment Rental			2,931.06
Vendor 01673 - Herc Rentals Total:					10,451.10
Vendor: 01705 - Hunt & Sons, Inc.					
01/13/2020	54346	496gals. unleaded gasoline			1,536.33
01/13/2020	54346	200gals. dyed diesel			583.25
01/13/2020	54346	53gals. unleaded gasoline			176.14
01/24/2020	54407	309gals. unleaded gasoline			979.83
01/24/2020	54407	100gals. clear diesel			374.81
01/24/2020	54407	250gals. unleaded gasoline			805.37
01/24/2020	54407	282gals. unleaded gasoline			924.61
01/24/2020	54407	275gals. unleaded gasoline			913.20
Vendor 01705 - Hunt & Sons, Inc. Total:					6,293.54
Vendor: 01713 - I.B.E.W. Local Union 1245					
01/13/2020	54347	Union Dues			-2.00
01/13/2020	54347	Union Dues			29.89
01/13/2020	54347	Union Dues			792.55
01/13/2020	54347	Union Dues			-42.00
01/13/2020	54347	Union Dues			-42.00
01/13/2020	54347	Union Dues			792.55
01/24/2020	54408	Union Dues			748.85
01/24/2020	54408	Union Dues			-40.00
Vendor 01713 - I.B.E.W. Local Union 1245 Total:					2,237.84

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Payment Dates: 01/01/2020 - 01/31/2020

Payment Date	Payment Number	Description (Item)	(None)	(None)	Amount
<b>Vendor: 01716 - ICMA Retirement Trust-401</b>					
01/10/2020	DFT0003680	Retirement - 401(a) Match			2,157.18
01/10/2020	DFT0003693	Retirement - 401(a) Match			113.48
01/24/2020	DFT0003746	Retirement - 401(a) Match			1,995.30
<b>Vendor 01716 - ICMA Retirement Trust-401 Total:</b>					<b>4,265.96</b>
<b>Vendor: 01715 - ICMA Retirement Trust-457</b>					
01/10/2020	DFT0003681	Retirement Trust - 457			2,157.18
01/10/2020	DFT0003682	Deferred Comp 457			7,166.81
01/10/2020	DFT0003683	Retirement Trust - 457			612.92
01/10/2020	DFT0003684	Retirement Trust - 457			1,777.28
01/10/2020	DFT0003685	Loan Payment			447.82
01/10/2020	DFT0003686	Loan Payment			125.00
01/10/2020	DFT0003687	Loan Payment			40.11
01/10/2020	DFT0003694	Retirement Trust - 457			113.48
01/10/2020	DFT0003695	Deferred Comp 457			340.44
01/24/2020	DFT0003747	Retirement Trust - 457			1,995.30
01/24/2020	DFT0003748	Deferred Comp 457			6,570.57
01/24/2020	DFT0003749	Retirement Trust - 457			612.92
01/24/2020	DFT0003750	Retirement Trust - 457			1,692.28
01/24/2020	DFT0003751	Loan Payment			447.82
01/24/2020	DFT0003752	Loan Payment			125.00
<b>Vendor 01715 - ICMA Retirement Trust-457 Total:</b>					<b>24,224.93</b>
<b>Vendor: 01720 - Inland Business Systems</b>					
01/24/2020	54409	Office Equipment - Maint. Office			114.56
<b>Vendor 01720 - Inland Business Systems Total:</b>					<b>114.56</b>
<b>Vendor: 01731 - Internal Revenue Service</b>					
01/02/2020	DFT0003673	FICA Withholding			106.50
01/02/2020	DFT0003674	Fed Withholding			66.73
01/02/2020	DFT0003676	Medicare Withholding			24.90
01/03/2020	DFT0003729	FICA Withholding			46.62
01/03/2020	DFT0003732	Medicare Withholding			10.86
01/13/2020	DFT0003689	FICA Withholding			12,585.60
01/13/2020	DFT0003690	Fed Withholding			11,193.42
01/13/2020	DFT0003692	Medicare Withholding			2,943.46
01/13/2020	DFT0003697	FICA Withholding			878.72
01/13/2020	DFT0003698	Fed Withholding			618.99
01/13/2020	DFT0003700	Medicare Withholding			205.52
01/24/2020	22442129	2019-Q4 941			119.49
01/27/2020	DFT0003754	FICA Withholding			12,008.94
01/27/2020	DFT0003755	Fed Withholding			10,482.94
01/27/2020	DFT0003757	Medicare Withholding			2,808.58
<b>Vendor 01731 - Internal Revenue Service Total:</b>					<b>54,101.27</b>
<b>Vendor: 03057 - International Brotherhood of 137 TCWH</b>					
01/13/2020	54348	Union Dues Teamsters			218.77
01/13/2020	54348	Union Dues Teamsters			218.77
01/24/2020	54410	Union Dues Teamsters			218.77
<b>Vendor 03057 - International Brotherhood of 137 TCWH Total:</b>					<b>656.31</b>
<b>Vendor: 01742 - J C Nelson Supply Co.</b>					
01/24/2020	54411	Janitorial Supplies - TP			64.35
01/24/2020	54411	Janitorial Supplies - TP			269.09
<b>Vendor 01742 - J C Nelson Supply Co. Total:</b>					<b>333.44</b>
<b>Vendor: 01765 - J W Wood Co., Inc</b>					
01/24/2020	54412	3/4" ball valve			591.05
01/24/2020	54412	1/2" blue monster tape			204.87
<b>Vendor 01765 - J W Wood Co., Inc Total:</b>					<b>795.92</b>
<b>Vendor: 01790 - Knife River Construction</b>					
01/13/2020	54349	Construction & Maint. Supplies			918.81

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Payment Dates: 01/01/2020 - 01/31/2020

Payment Date	Payment Number	Description (Item)	(None)	(None)	Amount
01/13/2020	54349	Construction & Maint. Supplies			1,164.52
Vendor 01790 - Knife River Construction Total:					2,083.33
Vendor: 03045 - N.C.G.T. SECURITY FUND					
01/13/2020	54350	Health			13,899.00
Vendor 03045 - N.C.G.T. SECURITY FUND Total:					13,899.00
Vendor: 01960 - Normac					
01/24/2020	54413	Bushing - Galv - 1 1/4' x 1'			220.50
01/24/2020	54413	Bushing - Galv - 1 1/2' x 3/4'			318.00
01/24/2020	54413	Adaptor - Sch 40 - 3/4' S x MIP			15.50
01/24/2020	54413	90 Street Ell - Galv - 3/4'			385.15
01/24/2020	54413	Nipple - Galv - 3/4" x 2"			92.00
01/24/2020	54413	90 - Galv - 2'			88.86
01/24/2020	54413	90 Street Ell - Galv - 1 1/2'			102.48
01/24/2020	54413	Nipple - Galv - 3/4" x 1 1/2"			79.00
01/24/2020	54413	90 - Sch 40 - 2' Slip			44.87
01/24/2020	54413	90 - Sch 40 - 1 1/2' Slip			28.69
01/24/2020	54413	Adaptor - Sch 40 - 1' S x MIP			27.04
01/24/2020	54413	Coupling - Sch 40 - 2' Slip			26.70
01/24/2020	54413	Coupling - Sch 40 - 1 1/4' Slip			16.50
01/24/2020	54413	Adaptor - Sch 40 - 1 1/4' S x MIP			16.50
01/24/2020	54413	Adaptor - Sch 40 - 2' S x MIP			57.63
01/24/2020	54413	Nipple - Galv - 3/4" x 3"			113.00
01/24/2020	54413	Coupling - Sch 40 - 3/4' Slip			14.00
01/24/2020	54413	Coupling - Galv - 1 1/2"			153.50
01/24/2020	54413	Bushing - Galv - 1 1/4' x 3/4'			220.50
01/24/2020	54413	Bushing - Galv - 1' x 3/4'			163.00
01/24/2020	54413	Nipple - Galv - 3/4" x 6"			199.00
01/24/2020	54413	Bushing - Galv - 2' x 1 1/2'			168.75
01/24/2020	54413	Coupling - Galv - 2'			223.50
01/24/2020	54413	Nipple - Galv - 3/4" x 4"			136.00
01/24/2020	54413	Coupling - Galv - 1'			196.50
01/24/2020	54413	Bushing - Galv - 2' x 1'			168.75
01/24/2020	54413	Bushing - Galv - 2' x 3/4'			179.50
Vendor 01960 - Normac Total:					3,455.42
Vendor: 01977 - North Valley Barricade					
01/13/2020	54351	70 barricades			2,149.61
01/13/2020	54351	Construction & Maint. Supplies			247.83
Vendor 01977 - North Valley Barricade Total:					2,397.44
Vendor: 01980 - Northern Recycling & Waste Svcs					
01/24/2020	54414	Job#18-F1 - Debris Storage			140.00
01/24/2020	54414	Garbage - Lake			97.33
01/24/2020	54414	Garbage - TP			42.83
01/24/2020	54414	Garbage - Shop			157.89
01/24/2020	54414	Garbage - Office			55.99
Vendor 01980 - Northern Recycling & Waste Svcs Total:					494.04
Vendor: 01950 - Northstate Aggregate, Inc.					
01/24/2020	54415	Job#18-F1 - Construction & Maint. Supplies			924.39
01/24/2020	54415	Job#18-F1 - Construction & Maint. Supplies			915.16
01/24/2020	54415	Job#18-F1 - Construction & Maint. Supplies			448.63
01/24/2020	54415	Job#18-F1 - Construction & Maint. Supplies			479.93
Vendor 01950 - Northstate Aggregate, Inc. Total:					2,768.11
Vendor: 01995 - Office Depot					
01/13/2020	54352	Office Supplies - Office			53.33
01/24/2020	54416	Office Suplies - Office			65.49

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Payment Dates: 01/01/2020 - 01/31/2020

Payment Date	Payment Number	Description (Item)	(None)	(None)	Amount
01/24/2020	54416	Office Supplies - Shop			95.78
01/24/2020	54416	Office Supplies - Shop			82.68
<b>Vendor 01995 - Office Depot Total:</b>					<b>297.28</b>
<b>Vendor: 01538 - O'Reilly Auto Parts</b>					
01/09/2020	54333	Equipment Repairs - M7 Ford Ranger			335.04
01/09/2020	54333	Equipment Repairs			19.93
01/09/2020	54333	Equipment Repairs - #4-M			62.85
01/09/2020	54333	Equipment Repairs - #43 Vac Unit			26.95
01/09/2020	54333	Equipment Repairs - M38 Ford Ranger			272.78
01/09/2020	54333	Equipment Repairs			12.33
01/09/2020	54333	Equipment Repairs - M7			18.43
01/09/2020	54333	Equipment Repairs - M7			119.63
01/09/2020	54333	Construction & Maint. Supplies			49.55
01/09/2020	54333	Equipment Repairs - M38 Ford Ranger			45.26
01/09/2020	54333	Small Hand Tools			26.93
01/09/2020	54333	Equipment Repairs #31			61.40
01/09/2020	54333	Equipment Repairs - M38 Ford Ranger			119.63
01/09/2020	54333	Small Hand Tools			73.26
01/09/2020	54333	Construction & Maint. Supplies			9.69
01/09/2020	54333	Equipment Repairs - #25			37.78
01/09/2020	54333	Vehicles - Oil			154.77
01/13/2020	54353	Equipment Repair #M7 2004 Ford Ranger			118.72
01/13/2020	54353	Equipment Repairs #M21			12.46
01/13/2020	54353	Equipment Repairs #M21			118.51
01/13/2020	54353	Equipment Repairs #M38			15.02
01/13/2020	54353	Equipment Repairs #M21			35.93
01/13/2020	54353	Construction & Maint. Supplies			32.31
01/13/2020	54353	Construction & Maint. Supplies			51.46
01/13/2020	54353	Construction & Maint. Supplies			51.69
01/13/2020	54353	Equipment Repairs			16.13
<b>Vendor 01538 - O'Reilly Auto Parts Total:</b>					<b>1,898.44</b>
<b>Vendor: 02030 - Pace Supply</b>					
01/13/2020	54354	Angle Stop - Serv Brass - 2 ' Comp			1,331.79
01/13/2020	54354	Wye-Serv Brass-1-1/2" MIP x 1" Comp			436.13
01/13/2020	54354	Wye-Serv Brass 2" MIP x 1" Comp			654.58
01/13/2020	54354	Spud Meter - Brass - 1'			2,478.25
01/13/2020	54354	Spud Meter - Brass - 1'			1,233.74
01/13/2020	54354	Service Saddle C-905 16 x 8 x 2			683.65
01/13/2020	54354	Service Saddle - C-905 16' x 2'			1,139.16
01/13/2020	54354	Restraint Bell Cl 4'			446.40
01/13/2020	54354	Restraint Bell - C900 - 8"			492.36
01/13/2020	54354	Restraint Bell- C-900 - 6"			332.00
01/13/2020	54354	Adaptor - Serv Brass - 1' FIP x Comp			1,900.00
01/13/2020	54354	Angle Stop - Serv Brass - 1 ' Comp			8,666.00
01/13/2020	54354	Adaptor - Serv Brass - 1' MIP X Comp			1,400.00
01/13/2020	54354	Nut - Serv Brass - 1 ' Flr x FIP			1,840.55
01/24/2020	54417	3/4" compression			76.32
01/24/2020	54417	1-1/4" compression nut			76.50
01/24/2020	54417	1-1/2" compression nut			99.90

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Payment Dates: 01/01/2020 - 01/31/2020

Payment Date	Payment Number	Description (Item)	(None)	(None)	Amount
01/24/2020	54417	2" compression nut			137.88
01/24/2020	54417	1-1/2" inserts			188.50
01/24/2020	54417	1" inserts			192.00
01/24/2020	54417	2" inserts			782.46
01/24/2020	54417	1" compression nut			93.48
01/24/2020	54417	Inventory			1,342.57
01/24/2020	54417	Valve Gate - CI - 6" FL			474.75
01/24/2020	54417	Coupling Flex - CI - 4'			197.76
01/24/2020	54417	Tee - CI - 4" FL			137.21
01/24/2020	54417	Reducer - CI - 6' x 4' FL			80.11
01/24/2020	54417	Inventory			-1,331.79
Vendor 02030 - Pace Supply Total:					<b>25,582.26</b>

## Vendor: 02081 - Pacific Gas &amp; Electric Company

01/24/2020	54418	Geppetto North End - Electric			29.01
01/24/2020	54418	Paradise Dam #2 Park - Electric			40.11
01/24/2020	54418	Mag Res Filtration Plant - Electric			15,115.74
01/24/2020	54418	6344 Clark Rd. - Gas			244.04
01/24/2020	54418	Lovely Ln. N/End Tank Res #D - Electric			17.93
01/24/2020	54418	Moore Rd. ES Forest Serv. Rd. - Electric			1,661.21
01/24/2020	54418	Bader Mine Rd - Electric			13.69
01/24/2020	54418	Frank Turner Way Tank Res #C - Electric			15.11
01/24/2020	54418	Frank Turner Way Tank Res #C - Electric			22.77
01/24/2020	54418	Skyway W/S N/Clark Tank Res #A - Electric			20.93
01/24/2020	54418	Nunnely Rd. Ext. Tank Res #E - Electric			22.12
01/24/2020	54418	6332 Clark Rd. - Electric			2,162.60
01/24/2020	54418	6332 Clark Rd. - Gas			405.65
Vendor 02081 - Pacific Gas & Electric Company Total:					<b>19,770.91</b>

## Vendor: 02059 - Payless Building Supply

01/24/2020	54419	Construction & Maint. Supplies			25.42
01/24/2020	54419	Construction & Maint. Supplies			242.98
Vendor 02059 - Payless Building Supply Total:					<b>268.40</b>

## Vendor: 02061 - PBM Supply &amp; Mfg

01/13/2020	54355	repair 7 hoses			180.84
Vendor 02061 - PBM Supply & Mfg Total:					<b>180.84</b>

## Vendor: 02872 - Peerless Bldg. Maintenance Inc.

01/13/2020	54356	Janitorial Service			702.00
Vendor 02872 - Peerless Bldg. Maintenance Inc. Total:					<b>702.00</b>

## Vendor: 02090 - Pitney Bowes Global Financial Services LLC

01/24/2020	54420	Meter Postage			32.71
Vendor 02090 - Pitney Bowes Global Financial Services LLC Total:					<b>32.71</b>

## Vendor: 02062 - Pitney Bowes Purchase Power

01/24/2020	54421	Meter Postage			-917.98
01/24/2020	54421	Meter Postage			1,005.00
01/24/2020	54421	Meter Postage			32.71
Vendor 02062 - Pitney Bowes Purchase Power Total:					<b>119.73</b>

## Vendor: 03048 - Plan B Professional Answering Service

01/13/2020	54357	Job#18-F1 - Answering Service			128.50
Vendor 03048 - Plan B Professional Answering Service Total:					<b>128.50</b>

## Vendor: 03096 - Rankin Stock Heaberlin Oneal

01/24/2020	54422	Legal			16,461.26
Vendor 03096 - Rankin Stock Heaberlin Oneal Total:					<b>16,461.26</b>

## Expense Approval Report

Payment Dates: 01/01/2020 - 01/31/2020

Payment Date	Payment Number	Description (Item)	(None)	(None)	Amount
<b>Vendor: 03086 - RDO Equipment Co.</b>					
01/13/2020	54358	Job#18-F1 - Equipment Rental			4,182.75
01/24/2020	54423	Job#18-F1 - Equipment Rental			4,182.75
<b>Vendor 03086 - RDO Equipment Co. Total:</b>					<b>8,365.50</b>
<b>Vendor: 03070 - Reed Smith LLP</b>					
01/24/2020	54424	Job#18-F1 - Professional Services			5,689.00
<b>Vendor 03070 - Reed Smith LLP Total:</b>					<b>5,689.00</b>
<b>Vendor: 02057 - Riebes Auto Parts</b>					
01/13/2020	54359	Equipment Repairs #4 2011 Ford F250			253.19
01/13/2020	54359	Equipment Repairs			16.71
01/13/2020	54359	Equipment Repairs			8.48
01/13/2020	54359	Equipment Repairs			42.40
01/13/2020	54359	Equipment Repairs			16.71
01/13/2020	54359	Equipment Repairs			17.26
01/13/2020	54359	Equipment Repairs			271.01
01/13/2020	54359	Equipment Repairs			8.88
01/24/2020	54425	Small Hand Tools			28.03
<b>Vendor 02057 - Riebes Auto Parts Total:</b>					<b>662.67</b>
<b>Vendor: 02185 - Roberts &amp; Brune Company</b>					
01/13/2020	54360	Reducer - CI - 6' x 4' FL			115.57
01/13/2020	54360	Pipe - C-900 - 6'			210.64
01/13/2020	54360	pipe lube, quart			25.48
01/24/2020	54426	1" PE inserts			66.92
01/24/2020	54426	Spool - CI - 6' x 4' FI 6Bx8B			160.88
01/24/2020	54426	spud wrench			90.85
<b>Vendor 02185 - Roberts &amp; Brune Company Total:</b>					<b>670.34</b>
<b>Vendor: 02264 - Skyway Tools Center</b>					
01/24/2020	54427	Small Hand Tools			80.41
<b>Vendor 02264 - Skyway Tools Center Total:</b>					<b>80.41</b>
<b>Vendor: 03061 - Sterling Health Services, Inc DBA</b>					
01/10/2020	DFT0003679	HSA Contribution			753.76
01/24/2020	DFT0003745	HSA Contribution			753.76
<b>Vendor 03061 - Sterling Health Services, Inc DBA Total:</b>					<b>1,507.52</b>
<b>Vendor: 02332 - SWRCB</b>					
01/13/2020	54361	Annual Permit			624.00
<b>Vendor 02332 - SWRCB Total:</b>					<b>624.00</b>
<b>Vendor: 02362 - Thomas Ace Hardware</b>					
01/13/2020	54362	Construction & Maint. Supplies			10.31
01/13/2020	54362	Construction & Maint. Supplies			174.21
01/13/2020	54362	Construction & Maint. Supplies			168.61
01/13/2020	54362	Construction & Maint. Supplies			-168.61
01/13/2020	54362	Construction & Maint. Supplies			13.77
01/13/2020	54362	Construction & Maint. Supplies			-19.50
01/13/2020	54362	Construction & Maint. Supplies			24.11
01/13/2020	54362	Construction & Maint. Supplies			13.11
01/13/2020	54362	Construction & Maint. Supplies			3.95
01/13/2020	54362	Small Hand Tools			25.72
01/13/2020	54362	Equipment Repairs			467.84
01/13/2020	54362	Construction & Maintl. Supplies			49.57
01/13/2020	54362	Job #18-F1 - Construction & Maint. Supplies			900.96
01/13/2020	54362	Small Hand Tools			31.01
01/24/2020	54428	Construction & Maint. Supplies			172.69
01/24/2020	54428	Misc. Supplies			18.21
01/24/2020	54428	Construction & Maint. Supplies			25.40

## Expense Approval Report

Payment Dates: 01/01/2020 - 01/31/2020

Payment Date	Payment Number	Description (Item)	(None)	(None)	Amount
01/24/2020	54428	Misc. Supplies			25.14
01/24/2020	54428	Misc. Supplies			5.50
01/24/2020	54428	Misc. Supplies			18.22
01/24/2020	54428	Construction & Maint. Supplies			47.83
01/24/2020	54428	Misc. Supplies			6.89
01/24/2020	54428	Construction & Maint. Supplies			148.25
01/24/2020	54428	Construction & Maint. Supplies			56.87
01/24/2020	54428	Small Hand Tools			30.15
01/24/2020	54428	Construction & Maint. Supplies			156.11
01/24/2020	54428	Construction & Maint. Supplies			86.17
01/24/2020	54428	Construction & Maint. Supplies			75.34
<b>Vendor 02362 - Thomas Ace Hardware Total:</b>					<b>2,567.83</b>

**Vendor: 02376 - Town of Paradise**

01/24/2020	54429	Hydrant Repairs & Maint. 10/01/19 - 12/31/19			7,618.82
<b>Vendor 02376 - Town of Paradise Total:</b>					<b>7,618.82</b>

**Vendor: 02394 - Tyler Technologies, Inc.**

01/24/2020	54430	Maintenance - 2020-01			200.00
01/24/2020	54430	Trasanction Fee			2,182.90
<b>Vendor 02394 - Tyler Technologies, Inc. Total:</b>					<b>2,382.90</b>

**Vendor: 02824 - US Bank Corporate Payment System**

01/13/2020	54363	Office - Monthly Fee			12.99
01/13/2020	54363	Office - Monthly Fee			19.99
01/13/2020	54363	Office - Monthly Fee			204.00
01/13/2020	54363	Office Equipment			825.41
01/13/2020	54363	Office - Monthly Fee			29.99
01/13/2020	54363	Office Equipment			8.61
01/13/2020	54363	Office - Monthly Fee			14.99
01/13/2020	54363	Office Equipment			16.15
01/13/2020	54363	Office - Monthly			19.98
01/13/2020	54363	Office - Montly Fee			13.99
01/13/2020	54363	Misc. Services - Office			594.00
01/13/2020	54363	Office - Monthly Fee			13.99
01/13/2020	54363	Office - Montly Fee			14.98
01/13/2020	54363	Meals			34.37
01/13/2020	54363	Meals			397.77
01/13/2020	54363	Meals			211.87
01/13/2020	54363	Job #18-F1 - Construction & Maint. Supplies			655.00
01/13/2020	54363	Job #18-F1 - Construction & Maint. Supplies			700.50
01/13/2020	54363	Job #18-F1 - Construction & Maint. Supplies			436.88
01/13/2020	54363	Banner			95.74
01/13/2020	54363	Meals			176.90
01/13/2020	54363	Job #18-F1 - Construction & Maint. Supplies			1,912.56
01/13/2020	54363	Equipment Replacement - Shop			96.90
01/13/2020	54363	Misc. Services - Office			128.93
01/13/2020	54363	Licenses - Office			50.00
01/13/2020	54363	Parking			15.00
01/13/2020	54363	Seminars/Training			430.00
01/13/2020	54363	Training/Seminars			560.00
01/13/2020	54363	Travel - Training			286.65
01/13/2020	54363	Meals			16.97
01/13/2020	54363	Meals			17.95
01/13/2020	54363	Job #18-F1 - Sampling Labels			385.80
01/13/2020	54363	Equipment Repairs			227.78
01/13/2020	54363	Equipment Repair			36.08



## Expense Approval Report

Payment Dates: 01/01/2020 - 01/31/2020

Payment Date	Payment Number	Description (Item)	(None)	(None)	Amount
01/13/2020	54363	Equipment Repairs			23.82
01/13/2020	54363	Office Supplies -Shop			1.60
Vendor 02824 - US Bank Corporate Payment System Total:					8,688.14
Vendor: 02686 - USA Blue Book					
01/13/2020	54366	Construction & Maint. Supplies			93.75
01/24/2020	54431	Misc. Supplies			303.99
Vendor 02686 - USA Blue Book Total:					397.74
Vendor: 02703 - Verizon Wireless					
01/13/2020	54367	Mobile Phones			884.58
Vendor 02703 - Verizon Wireless Total:					884.58
Vendor: 02712 - VistaNet inc.					
01/24/2020	54432	Equipment Maint.- Office			55.00
01/24/2020	54432	Equipment Maint. Supplies			829.95
Vendor 02712 - VistaNet inc. Total:					884.95
Vendor: 03002 - Water Works Engineers					
01/13/2020	54368	Job#18-F1 - Disaster Recovery Management Services			149,654.03
Vendor 03002 - Water Works Engineers Total:					149,654.03
Vendor: 02787 - Zee Service Company					
01/13/2020	54369	Safety Supplies - Shop			377.65
Vendor 02787 - Zee Service Company Total:					377.65
Grand Total:					760,037.22

# *Paradise Irrigation District*

## Detail of Disbursements Report

Check Numbers 54333 - 54432

Check#	Date	Vendor/Employee	Amount	% of Total Monthly Disbursements
54368	01/13/2020	Water Works Engineers	149,654.03	19.69%
54386	01/24/2020	American Technologies, Inc	100,239.91	13.19%
54387	01/24/2020	APTIM Environmental & Infrastructure LLC	46,057.05	6.06%
54372	01/16/2020	APTIM Environmental & Infrastructure LLC	40,565.00	5.34%
54379	01/24/2020	ACWA/JPIA	35,941.37	4.73%
54354	01/13/2020	Pace Supply	23,034.61	3.03%
54394	01/24/2020	Carus Corporation	21,959.44	2.89%
54418	01/24/2020	Pacific Gas & Electric Company	19,770.91	2.60%
54378	01/24/2020	ACWA/JPIA	19,456.89	2.56%
2019-01-14	01/14/2020	Employment Development Dept.	19,224.73	2.53%
54392	01/24/2020	BC Laboratories, Inc.	17,656.64	2.32%
54402	01/24/2020	FGL Environmental	17,117.00	2.25%
54422	01/24/2020	Rankin Stock Heaberlin Oneal	16,461.26	2.17%
54350	01/13/2020	N.C.G.T. SECURITY FUND	13,899.00	1.83%
54337	01/13/2020	APTIM Environmental & Infrastructure LLC	13,742.50	1.81%
54381	01/24/2020	AIC Electric	13,280.00	1.75%
DFT0003689	01/13/2020	Internal Revenue Service	12,585.60	1.66%
DFT0003754	01/27/2020	Internal Revenue Service	12,008.94	1.58%
DFT0003690	01/13/2020	Internal Revenue Service	11,193.42	1.47%
DFT0003755	01/27/2020	Internal Revenue Service	10,482.94	1.38%
54363	01/13/2020	US Bank Corporate Payment System	8,688.14	1.14%
54429	01/24/2020	Town of Paradise	7,618.82	1.00%
DFT0003682	01/10/2020	ICMA Retirement Trust-457	7,166.81	0.94%
DFT0003748	01/24/2020	ICMA Retirement Trust-457	6,570.57	0.86%
54424	01/24/2020	Reed Smith LLP	5,689.00	0.75%
54345	01/13/2020	Herc Rentals	5,439.99	0.72%
54406	01/24/2020	Herc Rentals	5,011.11	0.66%
DFT0003688	01/13/2020	Employment Development Dept.	4,239.07	0.56%
54358	01/13/2020	RDO Equipment Co.	4,182.75	0.55%
54423	01/24/2020	RDO Equipment Co.	4,182.75	0.55%
54407	01/24/2020	Hunt & Sons, Inc.	3,997.82	0.53%
DFT0003753	01/27/2020	Employment Development Dept.	3,888.91	0.51%
54413	01/24/2020	Normac	3,455.42	0.45%
54340	01/13/2020	BC Laboratories, Inc.	3,242.50	0.43%
DFT0003692	01/13/2020	Internal Revenue Service	2,943.46	0.39%
DFT0003757	01/27/2020	Internal Revenue Service	2,808.58	0.37%
54415	01/24/2020	Northstate Aggregate, Inc.	2,768.11	0.36%
54417	01/24/2020	Pace Supply	2,547.65	0.34%
54351	01/13/2020	North Valley Barricade	2,397.44	0.32%
54430	01/24/2020	Tyler Technologies, Inc.	2,382.90	0.31%
54391	01/24/2020	AWWA	2,305.00	0.30%
54346	01/13/2020	Hunt & Sons, Inc.	2,295.72	0.30%
DFT0003680	01/10/2020	ICMA Retirement Trust-401	2,157.18	0.28%
DFT0003681	01/10/2020	ICMA Retirement Trust-457	2,157.18	0.28%
54349	01/13/2020	Knife River Construction	2,083.33	0.27%
54336	01/13/2020	Adecco Employment Services	2,014.32	0.27%
DFT0003746	01/24/2020	ICMA Retirement Trust-401	1,995.30	0.26%
DFT0003747	01/24/2020	ICMA Retirement Trust-457	1,995.30	0.26%
DFT0003684	01/10/2020	ICMA Retirement Trust-457	1,777.28	0.23%
54362	01/13/2020	Thomas Ace Hardware	1,695.06	0.22%
DFT0003750	01/24/2020	ICMA Retirement Trust-457	1,692.28	0.22%

Check#	Date	Vendor/Employee	Amount	% of Total Monthly Disbursements
54396	01/24/2020	Commercial Tire Warehouse	1,550.16	0.20%
54347	01/13/2020	I.B.E.W. Local Union 1245	1,528.99	0.20%
54344	01/13/2020	Ferguson Enterprises, Inc	1,502.04	0.20%
54333	01/09/2020	O'Reilly Auto Parts	1,446.21	0.19%
54399	01/24/2020	Eagles Security Systems	1,137.64	0.15%
DFT0003691	01/13/2020	Employment Development Dept.	1,025.32	0.13%
DFT0003756	01/27/2020	Employment Development Dept.	977.84	0.13%
54380	01/24/2020	Adecco Employment Services	917.84	0.12%
54432	01/24/2020	VistaNet inc.	884.95	0.12%
54367	01/13/2020	Verizon Wireless	884.58	0.12%
DFT0003697	01/13/2020	Internal Revenue Service	878.72	0.12%
54428	01/24/2020	Thomas Ace Hardware	872.77	0.11%
54388	01/24/2020	Aramark Uniform Services	860.12	0.11%
54395	01/24/2020	Comcast Business	851.43	0.11%
54412	01/24/2020	J W Wood Co., Inc	795.92	0.10%
DFT0003679	01/10/2020	Sterling Health Services, Inc DBA	753.76	0.10%
DFT0003745	01/24/2020	Sterling Health Services, Inc DBA	753.76	0.10%
54408	01/24/2020	I.B.E.W. Local Union 1245	708.85	0.09%
54356	01/13/2020	Peerless Bldg. Maintenance Inc.	702.00	0.09%
54338	01/13/2020	Aramark Uniform Services	664.52	0.09%
54359	01/13/2020	Riebes Auto Parts	634.64	0.08%
54361	01/13/2020	SWRCB	624.00	0.08%
DFT0003698	01/13/2020	Internal Revenue Service	618.99	0.08%
DFT0003683	01/10/2020	ICMA Retirement Trust-457	612.92	0.08%
DFT0003749	01/24/2020	ICMA Retirement Trust-457	612.92	0.08%
54341	01/13/2020	Comcast	603.17	0.08%
54339	01/13/2020	AT&T	598.39	0.08%
54383	01/24/2020	All Metals Supply, Inc	575.73	0.08%
54382	01/24/2020	Airgas USA, LLC	549.67	0.07%
54414	01/24/2020	Northern Recycling & Waste Svcs	494.04	0.07%
54353	01/13/2020	O'Reilly Auto Parts	452.23	0.06%
DFT0003685	01/10/2020	ICMA Retirement Trust-457	447.82	0.06%
DFT0003751	01/24/2020	ICMA Retirement Trust-457	447.82	0.06%
54401	01/24/2020	Ferguson Enterprises, Inc	441.88	0.06%
54348	01/13/2020	International Brotherhood of 137 TCWH	437.54	0.06%
DFT0003696	01/13/2020	Employment Development Dept.	401.48	0.05%
54369	01/13/2020	Zee Service Company	377.65	0.05%
54360	01/13/2020	Roberts & Brune Company	351.69	0.05%
DFT0003695	01/10/2020	ICMA Retirement Trust-457	340.44	0.04%
54411	01/24/2020	J C Nelson Supply Co.	333.44	0.04%
54426	01/24/2020	Roberts & Brune Company	318.65	0.04%
54431	01/24/2020	USA Blue Book	303.99	0.04%
DFT0003678	01/10/2020	Aflac	283.14	0.04%
DFT0003744	01/24/2020	Aflac	283.14	0.04%
54419	01/24/2020	Payless Building Supply	268.40	0.04%
54416	01/24/2020	Office Depot	243.95	0.03%
54410	01/24/2020	International Brotherhood of 137 TCWH	218.77	0.03%
DFT0003700	01/13/2020	Internal Revenue Service	205.52	0.03%
54397	01/24/2020	Drug & Alcohol Testing Division	182.00	0.02%
54355	01/13/2020	PBM Supply & Mfg	180.84	0.02%
54357	01/13/2020	Plan B Professional Answering Service	128.50	0.02%
DFT0003686	01/10/2020	ICMA Retirement Trust-457	125.00	0.02%
DFT0003752	01/24/2020	ICMA Retirement Trust-457	125.00	0.02%
54421	01/24/2020	Pitney Bowes Purchase Power	119.73	0.02%
22442129	01/24/2020	Internal Revenue Service	119.49	0.02%
54409	01/24/2020	Inland Business Systems	114.56	0.02%

Check#	Date	Vendor/Employee	Amount	% of Total Monthly Disbursements
DFT0003693	01/10/2020	ICMA Retirement Trust-401	113.48	0.01%
DFT0003694	01/10/2020	ICMA Retirement Trust-457	113.48	0.01%
DFT0003673	01/02/2020	Internal Revenue Service	106.50	0.01%
54384	01/24/2020	American Conservation & Billing Solutions	100.00	0.01%
54366	01/13/2020	USA Blue Book	93.75	0.01%
54400	01/24/2020	Fastenal Co	83.04	0.01%
54427	01/24/2020	Skyway Tools Center	80.41	0.01%
DFT0003699	01/13/2020	Employment Development Dept.	70.87	0.01%
DFT0003674	01/02/2020	Internal Revenue Service	66.73	0.01%
54389	01/24/2020	AT&T	66.06	0.01%
54390	01/24/2020	Awards Company	64.33	0.01%
54405	01/24/2020	Grainger Inc	63.39	0.01%
54352	01/13/2020	Office Depot	53.33	0.01%
54398	01/24/2020	Durham Pentz Truck Center	48.00	0.01%
DFT0003729	01/03/2020	Internal Revenue Service	46.62	0.01%
54343	01/13/2020	Fastenal Co	46.57	0.01%
DFT0003687	01/10/2020	ICMA Retirement Trust-457	40.11	0.01%
54385	01/24/2020	American Messaging	38.68	0.01%
54420	01/24/2020	Pitney Bowes Global Financial Services LLC	32.71	0.00%
DFT0003672	01/02/2020	Employment Development Dept.	29.48	0.00%
54425	01/24/2020	Riebes Auto Parts	28.03	0.00%
DFT0003676	01/02/2020	Internal Revenue Service	24.90	0.00%
DFT0003732	01/03/2020	Internal Revenue Service	10.86	0.00%
DFT0003675	01/02/2020	Employment Development Dept.	8.59	0.00%
54342	01/13/2020	Elecsys International Corporation	8.00	0.00%
DFT0003731	01/03/2020	Employment Development Dept.	3.75	0.00%
54334	01/09/2020	**Void**	-	0.00%
54364	01/13/2020	**Void**	-	0.00%
54365	01/13/2020	**Void**	-	0.00%
54393	01/24/2020	**Void**	-	0.00%
54403	01/24/2020	**Void**	-	0.00%
54404	01/24/2020	**Void**	-	0.00%
Total			760,037.22	



## ***PARADISE IRRIGATION DISTRICT***

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**DATE:** 2/14/2020  
**TO:** Board of Directors  
**FROM:** Kevin Phillips, District Manager  
**RE:** Paradise Lake Recreation  
02/19/2020 Board of Directors Meeting

During the January 2019 Board of Directors meeting, the Board decided to investigate the possibility of transitioning the recreation to the Paradise Recreation & Park District (PRPD). The Board felt that PRPD could benefit from the additional recreation resources and allow the District to concentrate on the recovery of the water system and support the rebuild of Paradise. The District has developed a Lease Agreement with PRPD to allow them to manage the recreation of Paradise Lake under the same rules and regulations that are currently in place.

The Lease Agreement is currently under review with PRPD Legal Counsel. Upon receiving comments and acceptance from PRPD, the draft Agreement will be included with the memo to the PID Board.

The recommended form of motion is:

"I move to accept the Lease Agreement between the Paradise Irrigation District and the Paradise Recreation & Park District as presented (or as amended), and authorize the District Manager to sign the Agreement on behalf of the District subject to legal review."



## PARADISE IRRIGATION DISTRICT

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

**DATE:** February 10, 2020

**TO:** Board of Directors

**FROM:** Kevin Phillips, District Manager  
Bill Taylor, Treatment Superintendent

**RE:** Interim Risk Reduction Measures/Long-Term Repair Magalia Reservoir  
Spillway and Evaluation of Piezometers and Establishing Threshold Limits  
for all Active Piezometers - Proposals Attached  
02/19/2020 Board of Directors Meeting

With everything else that is going on we have a couple of proposals that were put together by our Dam Safety Consultant, Genterra Consultants, Inc., last year, but we neglected to bring them to the Board.

Genterra 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 proposals for this work.

**Proposal 1:** Interim Risk Reduction Measures and Long-Term Repairs Magalia Dam Spillway.

The attached proposal was submitted in July of 2019 as requested by the District to assist with DSODs required fixes to the existing spillway. Due to the recovery efforts that were taking place at the time, with the help of Genterra, the District was able to quickly put together a workplan and timeline that DSOD agreed to postponing the required work until 2020. Genterra was approved to spend up to \$5,000 for this work, which was a part of the task IIA-1 in the attached proposal.

In 2020, it is necessary to complete the Planning and Design work for these repairs. If you take out the \$5,000 already approved, the total for this proposal is \$114,558.00.

**Recommended Form of Motion – Proposal 1:**

**“I move to authorize approval to accept the attached proposal from Genterra Consultants, Inc. to perform the services described in the Proposal - Interim Risk Reduction Measures/Long-Term Repair Magalia Reservoir Spillway Tasks IIA-1 through 8 for a Total Cost of \$ 114,558.00, and authorize the District Manager to execute an agreement with consultant subject to legal review.”**

**Proposal 2:** Evaluation of Piezometers and Establishment of Threshold Limits for All Active Piezometers.

After our 2018 Annual Dam Inspections, one of Genterra's recommendations was that the District should consider reassessment of the target maximum water level elevations for the piezometers based on design and historical data. Then, with the data obtained from the assessment, develop alarm levels to detect errors, anomalies and/or developing trends that may indicate potential dam safety concerns.

In lay terms, Genterra will take a look at the actual piezometers (pipes in the dams that allow us to measure the water level inside of the dam), their design, and using that information along with the design of the dam and location of each piezometer, develop warning levels that tell us when we should be concerned. Currently, the District does not have this.

**Recommended form of Motion – Proposal 2:**

**“I move to authorize approval to accept the attached proposal from Genterra Consultants, Inc. to perform the services described in the Proposal Evaluation of Piezometers at Paradise and Magalia Dams for a Total Cost of \$59,015.00, (\$32,442.00 for Magalia Dam and \$26,573 Paradise Lake Dam), and authorize the District Manager to execute an agreement subject to legal review.”**



July 16, 2019

P2475

Mr. Kevin Phillips  
Paradise Irrigation District  
6332 Clark Road  
Paradise, CA 95969-4146

**DRAFT FOR REVIEW**

Subject: Proposal for Interim Risk-Reduction Measures and Long-Term Repairs (Phase IIA)  
Magalia Dam, DSOD Dam No. 73-000, Paradise, California (Butte County)

Dear Mr. Phillips,

GENTERRA Consultants, Inc. (GENTERRA) is pleased to present to the Paradise Irrigation District (PID) this draft proposal with our scope of work for implementing interim risk-reduction measures and long-term repairs of the spillway for Magalia dam. This proposal is submitted pursuant to request of PID for a proposal with the required scope of work to cover items needed to comply with the request from the State of California Division of Safety of Dams (DSOD) in their letter dated April 3, 2019. As required by the DSOD, interim risk-reduction must be implemented by November 1, 2019. This proposal is being submitted consistent with the teleconference between representatives of GENTERRA, PID and DSOD on July 3, 2019, during which GENTERRA made a PowerPoint presentation on conditions at the dam and spillway and conceptual options for reducing risk and for compliance with the DSOD in view of severe impacts of the recent Camp Fire on the PID facilities and town of Paradise.

GENTERRA will commit a qualified and experienced team of professionals and support personnel to this project. The Project Manager/Senior Principal Engineer for our services on both of the PID dams is Joseph J. Kulikowski, P.E., G.E. Mr. Kulikowski has more than 45 years of experience in civil and geotechnical engineering, with most of that time involved with the design and evaluation of dams. He spent almost seven years early in his career as an engineer with the DSOD performing design review, construction review, and inspection and monitoring review of dams. Since then, he has been a Principal with consulting firms specializing in dams in California and other states. He has extensive experience in coordination and review with DSOD representatives. Mr. Kulikowski is a Registered Civil Engineer and a Registered Geotechnical Engineer in the State of California. He is a Fellow in the American Society of Civil Engineers and is a member of the U.S. Society on Dams (USSD), the Association of State Dam Safety Officials (ASDSO) and the Society of American Military Engineers (SAME). He has been Project Manager and Principal-In-Charge on work being performed during the past 24 years by GENTERRA for many other water districts and flood control districts and for the U.S. Army Corps of Engineers, the Natural Resources Conservation Service and the U.S. Department of Justice.

Other qualified GENTERRA personnel assigned to this project include Dr. Soma Balachandran, Ph.D., P.E., G.E., Vice President and Principal Engineer, Shuyu Liu, P.E., Senior Project Engineer, and J. William Kulikowski, Supervisory Technician, as well as other support personnel with experience in dam design including spillway and remedial design for dams and spillways. They have all been key project team members on projects for clients mentioned above for Mr. Kulikowski.

## **BACKGROUND**

GENTERRA has been providing consulting engineering services on Magalia Dam and Reservoir for the PID since 1999. As one of our projects, GENTERRA had performed a Phase I Spillway Condition Assessment for Magalia dam in 2018 and submitted a draft report to the DSOD for review and comment. In that report, 17 recommendations were prioritized as either Level A, Level B or Level C designating our opinion of the relative importance and urgency for each of these recommendations, with a rating of Level A being the most important. Based on those recommendations and the requests from the DSOD, we plan to develop the plan and schedule for interim risk-reduction measures and long-term repairs as discussed below under the proposed Scope of Work.

## **PROPOSED SCOPE OF WORK**

GENTERRA proposes to perform the following tasks to provide the services that would be required for implementing risk-reduction measures and long-term repair of the spillway at Magalia dam. We are referring to the proposed work as Phase IIA. Please note that no destructive testing or investigation techniques were permitted by DSOD to be performed in the Phase I Spillway Condition Assessment, so Phase IIA will be our first effort at obtaining specific current physical information on the properties of natural and man-made materials in the spillway.

### **Task IIA-1: Prepare Plan and Schedule for Interim Risk-Reduction Measures and Long-Term Repairs**

In Task IIA-1, GENTERRA will prepare a plan and schedule for implementing interim risk-reduction measures and long-term repairs. This is what the DSOD is requesting to be submitted by September 1, 2019. The plan and schedule to be prepared under this Task 1 will cover the following items (Items discussed under Tasks IIA-2 through IIA-8 will be included in the plan and schedule to be prepared under this Task 1):

- Subtask IIA-1.1 – As described in Task IIA-2 below, develop a plan for an initial site visit and mapping of vulnerable areas for potential erosion, and limited site investigation to verify the depths and extents of the voids in and under spillway slab identified by the Ground Penetrating Radar (GPR) investigation that had been performed by GENTERRA and a Subcontractor in the Phase I Spillway Condition Assessment. This will be done by drilling small holes through the slab at selected locations and using a wireless borescope inspection camera and/or a portable pipeline inspection camera. This Phase IIA limited site investigation will also include investigation of the depths and widths of cracks and delamination in existing Slabs 1 and 2;
- Subtask IIA-1.2 – Develop a plan for preparation of recommendations and specifications to fill the voids in and under the concrete slabs as much as feasible, and then clean, fill and seal the cracks in the concrete slabs. Then, PID will use the recommendations and specifications to fill the voids and repair the cracks before

DSOD stipulated deadline of November 1, 2019 for implementation of interim risk-reduction measures;

- Subtask IIA-1.3 – Develop a plan to perform a limited geotechnical investigation to develop recommendations for the design of a gabion wall which will be constructed to stabilize the right spillway wall;
- Subtask IIA-1.4 – Develop a plan to perform design of a gabion wall;
- Subtask IIA-1.5 – Develop a plan to provide engineering during construction of the gabion wall;
- Subtask IIA-1.6 – Develop a plan to perform design of interim repairs for erosion protection in the spillway channel; and,
- Subtask IIA-1.7 – Develop a plan to prepare conceptual plans for long-term repairs of the spillway structure, spillway channel and portions of the dam based on the results of Subtasks IIA-1.1 through IIA-1.6.

#### Task IIA-2: Site Visit and Mapping of Vulnerable Area, and Limited Site Investigation (Implementation of Plan from Subtask IIA-1.1)

In this task, GENTERRA, DSOD and PID representatives will perform a site visit to observe the spillway and spillway channel and perform mapping of vulnerable areas in the spillway channel for potential erosion. This field evaluation will enable the project team to identify the overall condition of the spillway and spillway channel and to select the areas in the spillway channel, including the downstream toe area of the dam, to be protected against scour and erosion.

During the completed Phase I investigation in which we had used GPR, GENTERRA had identified some potential voids in and under the concrete slabs, and GENTERRA also mapped many cracks in concrete Slabs 1 and 2. In this task (Task IIA-2), GENTERRA plans to perform further investigation by drilling and/or coring small diameter holes through the concrete slab to check the thickness of the concrete slabs, and to determine the depths and widths of the cracks in the concrete slabs at selected locations in Slabs 1 and 2. Then, we will check the depths and extents of the voids using a wireless borescope inspection camera and/or portable pipeline inspection camera to examine the approximate extents of the voids.

#### Task IIA-3: Develop Recommendations for Repair and Sealing of Cracks in Slabs (Implementation of Plan from Subtask IIA-1.2)

In this task, we will write a procedure for cleaning, filling and sealing the cracks in the concrete slabs. If voids were physically identified in Phase IIA, then we will also write recommendations to fill the voids using cement grout or suitable SIKA or similar product that is acceptable to the DSOD. In the areas with voids, filling of voids will occur first, then filling and sealing the cracks will be followed.

Please note that as part of the cleaning that will be needed prior to filling and sealing the existing cracks, all existing soil materials and accumulated debris over the spillway slab should be

removed. Also, delaminated pieces of the spillway slab should also be removed. Acceptable cleaning procedure will be selected based on discussions with the DSOD.

Task IIA-4: Limited Geotechnical Investigation for Design of Gabion Wall (Implementation of Plan from Subtask IIA-1.3)

In this task, GENTERRA will perform a limited geotechnical investigation to develop recommendations that are needed for the design of gabions. This limited geotechnical investigation will include coring three (3) small diameter holes through the concrete slab portion over which gabion wall will be constructed to stabilize the right spillway wall, and to determine the condition of the foundation materials by drilling one (1) to two (2) feet into foundation materials. Also, part of this limited geotechnical investigation, GENTERRA plans to drill one (1) hollow-stem auger boring to a depth of 25 feet below the dam crest located behind the right spillway wall. Samples collected from this boring will be tested to determine the lateral earth pressure needed for the design of the gabion wall.

Task IIA-5: Design of Gabion Wall (Implementation of Plan from Subtask IIA-1.4)

In this task, GENTERRA will perform engineering analyses and the design of the gabion wall that will be constructed in the front of the right spillway wall and attached to spillway slab and the right spillway wall. Information obtained from Task 4 will be used for the design of the gabion wall. In this task, GENTERRA will also prepare plans, specifications, and engineer's cost estimate for use by PID to get bids from potential contractors. Plans and specifications will be submitted to DSOD for review and approval before it is used by PID to get bids.

Task IIA-6: Engineering During Construction of Gabion Wall (Implementation of Plan from Subtask IIA-1.5)

The gabion wall construction should be observed during construction by a representative from GENTERRA. In this task, GENTERRA representative will perform, as a minimum, the following duties:

- Observe the clearing and preparation of the slab which will act as the foundation for gabion wall and right spillway wall which will be used for anchoring the gabion wall with the existing spillway wall;
- Observe the gabion placement including checking the size and configuration of gabion baskets;
- Observe the anchoring of the gabion baskets with slab and wall;
- Observe the rock quality and gradation for conformance with specifications;
- Observe placement of the rock into the gabion baskets; and,
- Observe connections between gabion baskets for proper tie-in.

Task IIA-7: Design of Interim Repair for Erosion Protection (Implementation of Plan from Subtask IIA-1.6)

In this task, GENTERRA will utilize information collected in Task IIA-2 (site visit and mapping) to develop the design for interim repair for erosion protection. GENTERRA will perform the design of riprap or similar erosion protection system for erosion protection of the areas that are located at downstream toe of the dam and areas around the sharp bend that are subject to erosion and scour due to flow of spillway channel. In this task, GENTERRA will also prepare plans, specifications, and engineer's cost estimate for use by PID to get bids from potential contractors. Plans and specifications will be submitted to DSOD for review and approval before it is used by PID to get bids.

Task IIA-8: Long-Term Repair of Spillway Structure and Spillway Channel (Implementation of Plan from Subtask IIA-1.7)

In this task, GENTERRA will develop several alternatives for long-term repair of the spillway structure and spillway channel. Discussions will be held with PID and DSOD to select preferred alternative for the long-term repair. In this task, GENTERRA will prepare Analysis of Alternatives (AoA) report for submittal to PID and DSOD. Design of the preferred alternative will not be performed under this task, and it should be authorized later under separate scope of work.

## **COST ESTIMATE**

**We are only requesting approval for the scope and cost for Task IIA-1 at this time, because the extent and costs for Tasks IIA-2 through IIA-8 are dependent on the results of Task IIA-1 and the DSOD approval of that task. We will need approval to proceed soon so that we may be able to complete it and get PID approval for submittal to DSOD by September 1, 2019.** The services in Tasks IIA-1 through IIA-8 for interim risk-reduction measures and long-term repairs of spillway for Magalia dam will be performed on a time-and-materials basis in accordance with our 2019 Professional Fee Schedule. **A breakdown of the estimated costs for Task IIA-1 are presented on a separate spreadsheet.**

GENTERRA personnel will be provided from our Sacramento and Irvine offices. All travel time and expenses will be determined from our Sacramento office location.

## **AUTHORIZATION**

After we receive notification of your agreement with this scope of work and budget, we will prepare our Work Authorization and Agreement form for your review and signature, or we will review and execute a Purchase Order and/or Consulting Agreement. This proposal has been prepared at our own expense using our professional experience and judgement and should not be shared with anyone outside of PID and the DSOD without our prior knowledge and approval.

Thank you for this opportunity to provide PID with our continued services. We appreciate working with PID to maintain the safety of these important facilities. Please contact me by email at [joekul@genterra.com](mailto:joekul@genterra.com) or by phone at (949) 753-8766 if you have any questions or wish to discuss any aspect of this proposal.

Sincerely,  
GENTERRA Consultants, Inc.

Joseph J. Kulikowski, P.E., G.E.  
President/Senior Principal Engineer

Enclosures: N/A (Cost Estimate Spreadsheet and Fee Schedule will be included later)

Cc: Bill Taylor - PID

Cost Estimate																	
Interim Risk-Reduction Measures and Long-Term Repairs at Magalia Dam																	
Paradise Irrigation District																	
Proposal No. P2475		Billing Rates are from 2019 Fee Schedule															
SL/SB/JJK 07/30/19																	
Task	Classification---> Role-----> Name-----> Hourly Rate---->	Sr. Princ. Eng/ Proj. Mgr JJK \$295	Principal Engineer SB \$275	Sr. Project Engineer SL \$215	Technician Support JWK \$130	Word Process. MAG/TMC \$85	Total Hours	Total Labor Cost	Expenses Computer Usage Mileage/ & Travel		Repro. Misc.	Lab Testing 10% Markup	Field Supp. Permits, & Equip.	Sub- Contractors 10% Markup	TOTAL COST		
	Interim Risk-Reduction Measures and Long-Term Repairs																
IIA-1	Prepare Plan and Schedule for Interim Risk-Reduction Measure and Long-Term Repairs	14	22	14	10	4	64	\$ 14,830	\$ -	\$ -	\$ 35	\$ -	\$ -	\$ -	\$ 14,865		
IIA-2	Site Visit and Mapping of Vulnerable Area, and Limited Site Investigation	4	12	24	20	2	62	\$ 12,410	\$ -	\$ 910	\$ 25	\$ -	\$ -	\$ -	\$ 13,345		
IIA-3	Develop Recommendations for Repair and Sealing of Cracks in Slabs	2	12	10	2	2	28	\$ 6,470	\$ -	\$ -	\$ 25	\$ -	\$ -	\$ -	\$ 6,495		
IIA-4	Limited Geotechnical Investigation for Design of Gabion Wall	2	8	20	16	1	47	\$ 9,255	\$ -	\$ 310	\$ 500	\$ 2,979	\$ 600	\$ 15,938	\$ 29,582		
IIA-5	Design of Gabion Wall	4	16	32	2	2	56	\$ 12,890	\$ 500	\$ -	\$ 200	\$ -	\$ -	\$ -	\$ 13,590		
IIA-6	Engineering During Construction of Gabion Wall	4	12	8	90	2	116	\$ 18,070	\$ -	\$ 2,331	\$ 50	\$ -	\$ -	\$ -	\$ 20,451		
IIA-7	Design of Interim Repair for Erosion Protection	2	16	24	2	2	46	\$ 10,580	\$ -	\$ -	\$ 50	\$ -	\$ -	\$ -	\$ 10,630		
IIA-8	Long-Term Repair of Spillway Structure and Spillway Channel	4	20	16	2	2	44	\$ 10,550	\$ -	\$ -	\$ 50	\$ -	\$ -	\$ -	\$ 10,600		
IIA-1 TO IIA-8	TOTAL HOURS FOR TASKS IIA-1 TO IIA-8	36	118	148	144	17	463										
	TOTAL COST FOR TASKS IIA-1 TO IIA-8	\$ 10,620	\$ 32,450	\$ 31,820	\$ 18,720	\$ 1,445		\$ 95,055	\$ 500	\$ 3,551	\$ 935	\$ 2,979	\$ 600	\$ 15,938	\$ 119,558		
	Personnel Initials and Names:																
	JJK - Joseph J. Kulikowski, P.E., G.E.																
	SB - Soma Balachandran, Ph.D., P.E., G.E.																
	SL - Shuyu Liu, P.E.	Notes: After completion of Task IIA-1 and based on final plans as accepted by PID and DSOD, the cost for all remaining tasks will be reviewed and refined as necessary.															
	JWK - J. William Kulikowski																
	MAG - Mary A. Gunnison																
	TMC - Tanya M. Cason																

January 14, 2019

P2450-Paradise & Magalia Dams, Evaluation of Piezometers

Mr. Kevin Phillips  
Paradise Irrigation District  
6332 Clark Road  
Paradise, CA 95969-4146

**REVISED DRAFT FOR REVIEW**

Subject: Proposed Scope of Work for the Evaluation of Piezometers at Paradise and  
Magalia Dams  
Paradise and Magalia Dams, Paradise, CA

Dear Mr. Phillips,

This revised proposal is being submitted in accordance with the request from Bill Taylor of the Paradise Irrigation District (PID) on May 8, 2019, as well as subsequent phone discussions between Bill Taylor and Joe Kulikowski of GENTERRA Consultants, Inc. (GENTERRA). It presents our scope of work for the evaluation of piezometers at both Paradise and Magalia Dams to establish threshold limits for all active piezometers with historical data. PID had approved the scope of work in this proposal and requested that we submit it with an estimate of the costs associated with the work for each dam on separate cost estimate spreadsheets.

GENTERRA's proposed evaluation of the piezometers at both dams will include a review of the design of the dams, previous stability analyses, and as-built documents for the existing active piezometers, a review of the past performance of the piezometers, evaluation of the historical data to establish threshold limits, engineering analyses to determine the maximum safe water levels in all active piezometers within the dam embankments, and preparation of a report with our recommendations. The goal of the evaluation is to determine the condition of the piezometers, their individual functionality, significance of their respective locations in the dams, our opinions on projected reliability for continued use in the future, and establishment of threshold limits to set alarm levels to detect instrument or human error, and to detect anomalies and/or developing trends that may indicate potential dam safety concerns.

Since the firm was founded in 1995, GENTERRA has provided consulting services on more than 170 dams, including more than 120 dams under jurisdiction of the State Division of Safety of Dams (DSOD), which represents about 9% of all the dams in the State of California that are under the DSOD. Projects included the evaluation, design, installation and evaluation of data to evaluate the performance of dams and the design, installation, and rehabilitation of piezometers and other instrumentation, as well as the establishment of threshold limits.

GENTERRA will commit a qualified and experienced team of professionals and support personnel to this project. The Project Manager/Senior Principal Engineer for our services on Paradise and Magalia Dams is Joseph J. Kulikowski, P.E., G.E. Mr. Kulikowski has more than 45 years of experience in civil and geotechnical engineering, with most of that time involved with the design and evaluation of dams. He spent almost seven years early in his career as an engineer with the DSOD performing design review, construction review, and inspection and monitoring review of dams. Since then, he has been a Principal with consulting firms specializing in dams in California and other states and was the Founder of GENTERRA in 1995. He has extensive experience in coordination and review with DSOD representatives. Mr. Kulikowski is a Registered Civil Engineer and a Registered Geotechnical Engineer in the State



of California. He is a Fellow in the American Society of Civil Engineers, a is a member of the U.S. Society on Dams (USSD), the Association of State Dam Safety Officials (ASDSO) and the American Water Works Association (AWWA).

Other qualified GENTERRA personnel assigned to this project include Dr. Soma Balachandran, Ph.D., P.E., G.E., Vice President and Principal Engineer for Geotechnical Engineering; Douglas A. Harriman, PE, Vice President and Principal Engineer for Water Resources; Shuyu Liu, P.E., Senior Project Engineer; and J. William Kulikowski, Supervisory Technician, as well as other support personnel with experience in the design, installation, cleaning, and evaluation of piezometers located within dam embankments.

## **BACKGROUND INFORMATION**

It is our understanding that PID wants to implement an improved proactive dam safety program by establishing threshold values for existing instruments and would like to establish emergency response protocols based on the data to be collected from existing instruments. This would be a significant risk-reduction measure for the dams. Once the threshold limits for all dam safety instruments with adequate data are established, then it would be easier to establish the emergency response protocols. Setting threshold limits based on historic data requires several years of good data with a wide range of reservoir level to characterize annual trends, expected performance trends with varying water level in the reservoir, and seasonal variations. In general, thresholds limits based on historical data are more reliable for dam safety monitoring than allowable values derived from an engineering analysis that had been based on simplified assumptions, such as the misleading previous assumption that the dam is a homogeneous embankment dam with a single set of engineering parameters for the entire dam.

A proper dam safety monitoring program involves numerous measurements and extensive data collection from dam instruments such as piezometers, survey monuments, weirs and flow discharge points to measure seepage flow. It is necessary to establish an expected range for these measurements and a basis for comparison over time. This range can be set as instrument threshold limits, which provide an indicator for dam safety concerns and a quick validation of measurements such as routine weekly or monthly measurements, measurements after major storms or seismic events. The goal of this proposal is to explain the tasks that will be needed to properly establish the threshold limits for piezometers.

Dam safety instruments such as piezometers monitor the phreatic surface (or water level or saturation level) within an earth embankment dam, survey monuments and crack/joint meters monitor the movement of the dam in both horizontal and vertical directions, and seepage weirs or flow points to measure flows from internal drains within the dam and foundation. The data from these instruments can provide a good indicator for dam safety issues. It is well understood that measurements from dam safety instruments fluctuate with changes in reservoir level and/or temperature and/or rainfall (*typically, water level in a piezometer located within an earth embankment is controlled by reservoir level, flow through a seepage monitoring weir is controlled by reservoir level and/or temperature and/or rainfall, and Joint Meter/Crack Meter readings are controlled by reservoir level and/or temperature*), but should remain within an expected range if the dam is performing well. Dam safety personnel must monitor the data

closely and accurately for sudden changes or adverse trends. Instrument threshold limits designate values for the expected range and provide a basis for comparison of measurements. Threshold limits can provide a quick validation of measurements. Threshold limits can also identify erroneous data due to a malfunctioning instrument or human error. When all the historical data are plotted in a proper manner, they can also help to identify long term trends that may not be apparent when observing only recent data.

Once the threshold limits are set by GENTERRA after completing the scope of services described in this proposal, PID field personnel should notify their supervisor and dam safety consultant upon observation of any readings that are beyond the upper and lower threshold limits.

GENTERRA plans to use statistical methodology for calculating threshold limits based on a very high percent confidence interval on either side of the best fit line; confidence intervals are determined using standard deviation and tolerance intervals for normal distribution, which is dependent on the required percent confidence level. Piezometer levels tend to vary mainly based on reservoir levels, so the threshold limits to be set will reflect this relationship.

It is important to note that frequent alarms related to a very conservative dam safety program can result in misleading operation and maintenance perceptions and may lose its purpose. Therefore, we will carefully evaluate the data to develop appropriate alert/alarm levels as discussed below.

GENTERRA plans to establish three levels of alarms based on three levels of threshold limits as part of this risk-reduction measure, as described below:

#### **Level I Alarm/Alert (Out of Range Reading Alarm/Check Reading Alarm)**

This alarm will be based on threshold limits that will check the validity of an instrument reading or measurement. These limits will be established using historical readings, these limits will be used to detect any human error while taking measurements or any incorrect instrument reading due to malfunction. These threshold limits will be used to check the validity of the readings that are taken by PID; this alarm will be triggered once the water level in the piezometer reaches a level that is beyond the expected upper and lower threshold limits. Once this alarm is triggered, and immediately after the data is recorded, then PID staff should take another reading to make sure that the reading that was taken is not an erroneous reading. If both readings confirm that the data are correct, then closer subsequent monitoring of the dam will be required.

#### **Level II Alarm/Alert (Increased Surveillance Alarm)**

This alarm will be based on threshold limits that will be established using historical readings and review of engineering analyses using required minimum factors of safety for the dam; these limits will be used to trigger increased surveillance and/or focused investigation.

### **Level III Alarm/Alert (Immediate Action Alarm/Dam Safety Alarm)**

This alarm will be based on threshold limits that will be established using historical readings and review of engineering analyses using reduced factors of safety that are between 1.0 and higher-value required factors of safety for the dam; these limits will be used to trigger immediate action to reduce risk and potential dam safety concerns.

If the water level in a piezometer reaches a maximum allowable water level from a dam safety standpoint, then this alarm will be triggered. To make sure that this alarm is a valid alarm and not triggered by rainwater getting into the standpipe, all remaining piezometers should be measured. If all readings trigger a dam safety alarm, then PID should notify its consultant immediately and be ready to implement the Emergency Action Plan and start releasing water from the reservoir to lower the potential hazard level.

The calculated threshold limits discussed above in all three scenarios will provide a consistent and technically defensible approach for dam safety instrument monitoring program, and to establish emergency response protocols.

### **SCOPE OF SERVICES**

GENTERRA proposes to perform the following tasks to provide the services that would be required to evaluate all active piezometers at Paradise and Magalia Dams and to establish threshold limits. **Note that this is a one-time scope of services to be performed in 2020 and will be performed as added services to the annual dam safety field evaluations being done under a separate contract.**

#### **Task 1 – Review of the Design, As-Built, and O&M Documents**

In Task 1, GENTERRA will perform a complete review of the design of all active existing piezometers located at Paradise and Magalia Dams. This will consist of the review of available drawings and specifications, and any available maintenance and inspection reports prepared for the existing piezometers. A review of the history of the performance of the piezometers to determine past performance, as well as the history of past maintenance performed on all active existing piezometers, will also be performed under this task. GENTERRA will review available DSOD and PID documents, as well as any documents that we have internally in our files and computer systems that have tables and graphs of monitoring records.

The review of the design will help in determining any potential performance issues on all active existing piezometers or potential reasons for past or current issues at some of the piezometers.

#### **Task 2 – On-Site Evaluation of All Active Existing Piezometers**

During the time that GENTERRA representatives are at the dams performing the annual Dam Safety Field Evaluations they will spend more time this year (2020) to observe all

active existing piezometers that are being measured. This addition to the field evaluation will enable GENTERRA to become familiar with the overall condition of the visible portions of the existing piezometers such as existing covers, top caps, and vent holes, which will help to assess their overall condition and functionality. During this site visit, we will take some measurements including water level in each piezometer as well as its bottom depth so that we can detect any potential sediment accumulation at the bottom or blockage in the standpipe of the piezometer.

### Task 3 – Evaluation of the Historical Data to Establish Threshold Limits

Water levels in piezometers tend to vary mainly based on reservoir levels, so the threshold limits to be established should reflect this relationship. In this task, GENTERRA will review all available historical data associated with all active existing piezometers as well as tables and graphs of monitoring records. The historical data will be extracted for each piezometer, graphs of reservoir elevation versus water level in the piezometer will be generated and a best fit line will be created. GENTERRA will use statistical methodology for calculating threshold limits based on a very high percent confidence interval on either side of the best fit line. In statistical analysis, confidence interval is determined using standard deviation and tolerance interval for normal distribution which is dependent on the required percent confidence level. The results for threshold limits for each piezometer will be presented in the report to be prepared under Task 5.

### Task 4 – Updated Seepage and Stability Evaluation to Establish Maximum Permissible Limits

As part of this task, we plan to perform the following subtasks.

- 4.1 Review available documents to confirm the configuration of the maximum section of the dam for use in updated seepage and stability analyses. We will also select appropriate soil parameters from available documents for use in updated seepage and stability analyses.
- 4.2 Perform seepage analyses to estimate the possible range of readings for each piezometer located along the maximum section of the dam. The results of this analysis, as well as historical readings of the piezometers, will be used to refine the soil parameters, then seepage analyses will be performed at the maximum pool level to estimate the maximum permissible water level in each piezometer. For some piezometers, we may have to use our engineering judgement to establish the maximum permissible water level.
- 4.3 Perform static as well as pseudostatic slope stability analyses to determine factors of safety while the reservoir at its maximum allowable pool level. We may run a few trials to refine the results obtained under Task 4.2. We do not plan to perform an update seismic hazard analysis to develop seismic parameters to be used in pseudostatic slope stability analyses and we plan to use our experience and engineering judgement to determine a pseudostatic coefficient that is suitable for each dam.

### Task 5 – Preparation of Reports

Upon completion of Tasks 1 through 4, two complete draft reports will be prepared, one for Paradise Dam and one for Magalia Dam. These reports will contain a summary of our results from Tasks 1 through 4, including a description of any issues discovered during the site visit and as a result of the review of available documents. The reports will also describe the current performance of the all active existing piezometers and expected performance. Any needed recommendations to rectify existing issues in piezometers that were evaluated will also be included in this draft report, which will be submitted to PID for review. Upon incorporation of PID's comments and resolution of any questions or concerns, two hard copies and one electronic copy (in PDF format) will be submitted to PID.

### Task 6 – Project Coordination, Management, and Communication with PID and DSOD

GENTERRA will conduct discussions and meetings with PID regarding the details of the project and any significant results that may affect the safety of each dam. We will also answer any questions raised by PID.

One copy of each report will be submitted to the DSOD for their information, files and any comment.

### **COST ESTIMATE**

The services in Tasks 1 through 6 for the evaluation of all active existing piezometers to develop threshold limits at Paradise and Magalia Dams will be performed on a time-and-materials basis in accordance with our 2018 Professional Fee Schedule, which is attached. Note that the use of the 2018 fee schedule applies a discount from the current 2020 fee schedule. A breakdown of the estimated costs by task is presented on the attached spreadsheets. We will try to be as cost-effective as possible and only charge for the work that is performed. We will not exceed the authorized amount without prior approval.

GENTERRA personnel will be provided from our Sacramento and Irvine offices. All travel time and expenses will be determined from our Sacramento office location.

In order to prepare the cost estimates, we have considered the work that PID is authorizing GENTERRA to perform as part of the 2020 annual dam safety field evaluations for the two dams. Some of the tasks in that scope of work integrate with those in this proposal for the evaluation of the piezometers for the monitoring and review of threshold levels in the piezometers. In that way we will be efficient and effective in the timely interpretation and evaluation of the significance of monitoring data obtained by PID and/or our personnel.

## **AUTHORIZATION**

Please let me know if you have any questions or need any revisions to this proposal. If it is acceptable, please let me know and then issue a Purchase Order and/or Consulting Agreement.

Thank you for this opportunity to provide PID with our services. We appreciate working with PID to maintain the safety of these important facilities. Please contact me by email at [joekul@genterra.com](mailto:joekul@genterra.com) or Soma Balachandran at [somabala@genterra.com](mailto:somabala@genterra.com) or either of us by phone at (949) 753-8766 if you have any questions or wish to discuss this proposal. You can also call my cell phone any time 24/7 with any alerts, concerns or questions regarding the performance and safety of either dam.

Sincerely,  
**GENTERRA Consultants, Inc.**

Joseph J. Kulikowski, P.E., G.E.  
President/Senior Principal Engineer

Enclosures: Cost Estimate Spreadsheet for Magalia Dam  
Cost Estimate Spreadsheet for Paradise Dam  
2018 Fee Schedule

Cost Estimate												
Evaluation of Existing Piezometers at Magalia Dam												
Paradise Irrigation District												
Proposal No. P2450			Billing Rates are from 2018 Fee Schedule									
SB/JJK 01/14/20 Draft												
Task	Classification--> Role-----> Name-----> Hourly Rate---->	Sr. Princ. Eng/ Proj. Mgr JJK \$290	Principal Engineer SB \$265	Sr. Project Engineer SL \$205	Technician Support JWK \$125	Word Process. MAG/TMC \$82	Total Hours	Total Labor Cost	Expenses Equipment Use		Travel, Repro., Misc.	TOTAL COST

Cost Estimate											
Evaluation of Existing Piezometers at Paradise Dam											
Paradise Irrigation District											
Proposal No. P2450											
SB/JJK 01/14/20 Draft											
Billing Rates are from 2018 Fee Schedule											
Task	Classification-->	Sr. Princ. Eng/	Principal	Sr. Project	Technician	Word	Total	Total	Expenses		TOTAL
	Role----->	Proj. Mgr	Engineer	Engineer	Support	Process.	Hours	Labor	Equipment	Travel,	COST
	Name----->	JJK	SB	SL	JWK	MAG/TMC		Cost	Use	Repro.,	
	Hourly Rate---->	\$290	\$265	\$205	\$125	\$82				Misc.	
Evaluation of Existing Piezometers for Paradise Dam											
1	Review of the Design, As-Built, and O&M Documents	1	1	2	0	0	4	\$ 965	\$ -	\$ 25	\$ 990
2	On-Site Evaluation of All Active Existing Piezometers (Additional Time for Field Evaluation	0	3	3	3	0	9	\$ 1,785	\$ 50	\$ 278	\$ 2,113
3	Evaluation of the Historical Data to Establish Threshold Limits	2	8	12	4	0	26	\$ 5,660	\$ -	\$ 20	\$ 5,680
4	Updated Seepage and Stability Evaluation to Establish Maximum Permissible Limits	2	14	28	0	1	45	\$ 10,112	\$ -	\$ 25	\$ 10,137
5	Preparation of Reports	2	14	7	1	2	26	\$ 6,014	\$ -	\$ 50	\$ 6,064
6	Project Coordination, Management, and Communication with District	3	2	0	0	2	7	\$ 1,564	\$ -	\$ 25	\$ 1,589
	Subtotal	10	42	52	8	5	117	\$ 26,100	\$ 50	\$ 423	\$ 26,573
Personnel Initials and Names:											
JJK - Joseph J. Kulikowski, P.E., G.E.											
SB - Soma Balachandran, Ph.D., P.E., G.E.											
SL - Shuyu Liu, P.E.											
JWK - J. William Kulikowski											
MAG - Mary A. Gunnison											
TMC - Tanya M. Cason											





## ***PARADISE IRRIGATION DISTRICT***

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**DATE:** 2/14/2020  
**TO:** Board of Directors  
**FROM:** Kevin Phillips, District Manager  
**RE:** Treatment Plant Operator  
02/19/2020 Board of Directors Meeting

The District currently has four treatment plant operators that rotate shifts throughout the year. The current staffing level covers a day shift operator and a 24-hour shift operator. There is currently no operator-in-training program to cover a position if someone was out for an extended absence. Three of the current treatment plant operators are reaching retirement age. The position is very specialized and needs to have on the job training before the operator is able to work independently.

Management is requesting that the Board open a Water Treatment Plant Operator 3 position to help with the transition of an upcoming retirement. This position will not be backfilled.

The recommended form of motion is:

"I move to authorize staff to fill a Water Treatment Plant Operator III position for succession planning."

**WATER TREATMENT PLANT OPERATOR III**Definition

Under direction, to inspect, maintain and operate raw water storage and treatment facilities to assure proper quantity and quality of water in the District; and to do related work as required. Must be able to work a flexible schedule in order to insure the 24-hour, seven-day operation at the District's Water Treatment Plant. Willingness to work nights, weekends, Holidays, and overtime as needed for routine and emergency conditions.

Examples of Duties

- Checks raw water reservoirs for water elevation and water quality properties.
- Collects raw water samples for analysis and records results.
- Maintains proper releases from reservoirs.
- Reads, records and maintains stream flow recorders, piezometer wells and weirs.
- Maintains and operates a water treatment plant incorporating chemical feed equipment, filtration equipment, pumps, flow regulation equipment, reservoirs, sedimentation basins and/or storage tanks and control equipment.
- Takes samples and makes standardized laboratory tests.
- Makes repairs to machinery, equipment, pipes, tanks, pumps and motors.
- Maintains records of plant operations.
- Cleans and maintains buildings and grounds.
- Responds to emergency calls.
- Answers customer complaints and questions.
- Gives tours of the treatment plant.
- Assists and coordinates system operations with the Distribution System Operator.

Typical Physical Activities

Operates District vehicles to travel between District facilities, plant, jobsites and lakes.  
Must be able to carry, push, pull, reach, grasp and lift equipment parts and material weighing up to 50 lbs. daily up to 100 lbs. weekly.  
Stoops, kneels, crouches, crawls and climbs during plant maintenance and repair work.  
Works in an environment with exposure to water, dirt, dust, chemicals, and significant temperature changes between cold and heat, indoors and out-of-doors.  
Communicates orally with District staff in face-to-face, one-to-one settings.  
Regularly uses a telephone for communication.  
Uses equipment such as computer terminals, copiers, calculators, and chemical test equipment.  
Stands and walks for extended time periods.  
Hearing and vision within normal ranges.  
Regularly works in confined spaces.  
Uses respiratory protection equipment, which requires being clean shaven.

## **Water Treatment Plant Operator III**

### Special Requirements

Possession of an appropriate California operator's license, Class C, issued by the State Department of Motor Vehicles. Possession and proof of a good driving record as evidenced by freedom from multiple or serious traffic violations or accidents for at least two (2) years duration. The driving record will not contribute to an increase in the District's automobile rates. Possession of a valid Grade III Water Treatment Operator Certificate issued by the State of California Department of Health.

### Employment Standards

#### Knowledge of:

- Principles of water treatment and water treatment plant operation.
- Tools, materials, supplies and methods used in the operation, maintenance and repair of a water treatment plant.
- Biological and chemical processes used in water purification.
- Safe working practices.

#### Ability to:

- Maintain, operate and repair a water treatment plant.
- Analyze problems and take an effective course of action.
- Supervise and train persons learning the operation of a water treatment plant.
- Read and write at the level required for successful job performance.
- Understand and carry out oral and written instructions.
- Work cooperatively with others.

### Desirable Education and Experience

Any combination of education and experience which would likely provide the necessary knowledge and abilities is qualifying

Experience: Three years of increasingly responsible experience in water supply and treatment plant operations.

Education: Equivalent to graduation from high school, preferable supplemented by course work in water quality, hydraulics or engineering.

The specific statements shown in each section of this description are not intended to be all-inclusive. They represent typical elements and criteria necessary to successfully perform the job.



## ***PARADISE IRRIGATION DISTRICT***

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**TO: Board of Directors**

**FROM: Kevin Phillips, District Manager**

**DATE: 2/14/2020**

**RE: Lobbyist services  
02/19/2020 Board of Directors Meeting**

Over the last year, the District has enjoyed the services of a lobbyist firm, Broad & Gusman, without charge. The firm was instrumental in helping secure PID's backfill funding of approximately \$14.6m through its advocacy with the Legislature, Governor's Office, State Water Resources Control Board, Department of Water Resources, and other entities. The District cannot and should not expect Broad & Gusman's services to continue to be without charge.

District staff and counsel expect to need the services of professional lobbyists in the current legislative session. The following are examples of topics that the District will likely need lobbying services for:

1. AB 1957 (Assm. Gallagher); allowing the District the option of utilizing the design/build construction procurement methodology. If the bill is passed and if the potential project is ultimately deemed feasible, this could save the District a considerable amount of money as part of project implementation.
2. A potential November 2020 Drinking Water, Wildfire Prevention, and Natural Resources Bond. There are a number of bills in the legislature to place a bond on the November 2020 ballot for consideration by the voters. A bond also has the support of the Governor's office. The bond could be an opportunity to secure additional funding for the District's operations and/or recovery efforts.
3. PG&E Bankruptcy. There are a number of legislative packages directly or indirectly implicating PG&E's ongoing bankruptcy. PID needs to ensure it is positioned to achieve a successful outcome with its pending claim in the bankruptcy proceeding.
4. Assistance with the development of an Options/Sustainability Analysis being prepared by the State Water Resources Control Board. As you recall, PID's backfill funding was conditioned on the District participating in a "consolidation feasibility study". The parties have agreed that that is too narrow of a focus and, instead, should more broadly analyze the various options available to this community to allow for the continued delivery of affordable, reliable and safe water.
5. Potential request for a third year of backfill funding, mirroring the duration of backfill funding provided to tax-funded agencies, such as the Town of Paradise.

BOARD MEMO – LOBBYIST SERVICES  
FEBRUARY 14, 2020  
PAGE TWO

The firm proposes a set rate of \$4,000/mo. and the agreement may be terminated at any time. Staff has not done a formal RFP, but we believe the foregoing rate is highly competitive. The current, standard rate for lobbyists for water agencies, such as PID, is \$10,000/mo.

In sum, Board and Gusman has proven to be an effective lobbyist that can achieve bipartisan support for the District's needs.

The recommended form of motion is:

"I move to authorize the District Manager to execute a Professional Services Agreement with Broad and Gusman to provide legislative representation to the District for a fee of \$4,000 per month, plus necessary expenses on a month-to-month basis until the agreement is terminated."

## PROFESSIONAL SERVICES AGREEMENT

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

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

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

By: Broad & Gusman

By: Paradise Irrigation District

\_\_\_\_\_  
Shane Gusman  
Partner

\_\_\_\_\_  
Kevin M. Phillips, District Manager

Date:\_\_\_\_\_

Date:\_\_\_\_\_

PARADISE IRRIGATION DISTRICT  
RESOLUTION NO. 2020-02

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PARADISE IRRIGATION  
AUTHORIZING SUPPORT OF ASSEMBLY BILL 1957  
AN ACT TO ADD SECTION 22162.8 TO THE PUBLIC CONTRACT CODE

WHEREAS, Paradise Irrigation District (PID) is located in the Town of Paradise, a Northern California foothill community. Prior to the devastating Camp Fire of 2018, PID served a population of approximately 26,000 and delivered water to approximately 10,500 municipal and residential/commercial connections.

WHEREAS, post Camp Fire, PID serves a population of approximately 3,500 and delivers water to approximately 1,500 customers;

WHEREAS, PID is considering options to provide financial solvency and continue to serve its service area despite the significant decrease in customers caused by the Camp Fire, including, but not limited to the temporary sale and transfer of treated water through a water conveyance pipeline from PID's service area to the City of Chico;

WHEREAS, on January 17, 2020, Assemblyman Gallagher introduced Assembly Bill 1957 and, as introduced, would add section 22162.8 to the Public Contract Code and allow the Paradise Irrigation District to use the design-build contracting process described in the Public Contract Code to award a contract for a water conveyance pipeline from the PID's service area to the City of Chico (AB 1957);

WHEREAS, use of the design-build contracting process may provide greater flexibility and potential cost savings in project design and construction of the potential intertie project and allow the potential project to be completed in a timely and cost-effective manner if the potential project is determined to be feasible and necessary approvals are secured and environmental review is completed; and

WHEREAS, the Board of Directors of PID believe it important to take a position on AB 1957 and in a way that formally conveys its support of the legislation.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Paradise Irrigation District that it adopts a support position on AB 1957.

BE IT FURTHER RESOLVED, that the District Manager and District Legal Counsel are directed to monitor AB 1957 and other proposed legislation of potential interest to PID and are directed to report, as necessary, to the Board of Directors.

PASSED AND ADOPTED this 19<sup>th</sup> day of February, 2020 by the following roll call vote at a regular meeting of the Board of Directors.

AYES:

NOES:

ABSTAIN:

ABSENT:

PARADISE IRRIGATION DISTRICT

\_\_\_\_\_  
Marc Sulik, President

ATTEST:

\_\_\_\_\_  
Georgeanna Borrayo, Secretary





## 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: Kevin Phillips, District Manager**  
**Mickey Rich, Information Systems Manager**  
**DATE: February 14, 2020**  
**RE: Facilitator for Strategic Planning**  
**02/19/2020 Board of Directors Meeting**

Per Board direction, the District requested qualifications for strategic planning facilitator services from known individuals and organizations. The District received three written proposals from qualified facilitators.

Please see the attached comparison sheet and proposals from each of the responding companies.

### **Summary of Facilitator Information for Strategic Planning Sessions:**

#### Leadership Development Network

**Qualifications:** The Leadership Development Network (LDN) is a 21-year veteran-owned small business that helps organizations achieve their goals and objectives by creating a culture of fully-engaged, values-based employees. Since 1997, we have helped more than 50 organizations and trained more than 17,000 participants to be values-based leaders who inspire others to do their best.

- **Facilitator:** Clint Camac
- **Availability:** Mar: 9- 10, Apr: 13-14, 27-30, May: 1, 18 -19, Jun: 1-3
- **Cost:** \$2,200 for 1-day workshop

#### Shaffer Consulting

**Qualifications:**

- 35 Years Business Leadership Experience
- Director of National Fundraising Company – 5 Years
- Division Leader hired to launch a national division – results; achieved 200% of 12-month goal in first 10 months of operations
- Past Executive Director / Shady Creek Outdoor Education Foundation

- Past CEO / Yuba-Sutter Chamber of Commerce
- CEO & Owner – Wide-Awake Geek
- 12 Years as Strategic Business Consultant / service to organizations include: start-ups; non-profits; private small to large businesses (ranging from pre-funding to \$150 million +)

Certificates from Notre Dame / Mendoza College of Business in: Executive Leadership; Leading Teams and Organizations; Executive Management Strategies. Certified in Lean / Six Sigma

- **Facilitator:** Rikki Shaffer
- **Availability:** Will Coordinate
- **Cost:** \$3,800 for 2-day workshop

### *Odyssey Teams*

Qualification: Over the past decade, Mr. Amick has facilitated 100's of programs, meetings, and educational seminars with unparalleled energy, clarity, and positive client outcomes. With his entrepreneurial background, Mr. Amick can quickly and effectively assist his clients in the process of identifying key performance factors and cultural issues that are keeping an organization from being the best version of itself. Having started and grown four local business in the health and wellness market, Mr. Amick knows how to cut to the chase by allowing organizations an opportunity to look into a "kind mirror", stepping out of the way and making the experience client centric. Consider Mr. Amick a guide on the side, not a sage on the stage.

\*Mr. Amick was also displaced by the Camp Fire, his young family lost their home. This experience gives special insight into the organizational challenges faced by Butte County clients.

- **Facilitator:** Scott Amick
- **Availability:** Will Coordinate
- **Cost:** \$2,500.00 for 2-day workshop

Recommended form of Motion:

"I move to accept the proposal from \_\_\_\_\_ to provide strategic planning facilitator services, and authorize the District Manager to execute an agreement on behalf of the District subject to legal review and approval."

# Proposal

Prepared For

## **Paradise Irrigation District**

October 23, 2018

Submitted By

### **The Leadership Development Network (LDN)**

## Strategic Planning Workshop

## Opportunity

To assist the Paradise Irrigation District (PID) Board of Directors (BOD) and Management Team in its strategic planning efforts.

## Workshop

The PID Strategic Planning Workshop is designed as a 1-day, on-site event to help the PID BOD and Management Team craft a Vision and set of Values.

## Goals and Objectives

The overall goals of the Workshop are to develop a Vision and set of Values for the District. The specific objectives are to:

### Vision:

- Establish what a Vision is and discuss what it will do for the District.
- Discuss the framework (VAE Model) for Crafting a Vision, Building Alignment and Championing Execution.
- Discuss the key steps, drivers and best practices for Crafting a Vision.
- Apply the key steps, drivers and best practices to craft a Vision.

### Values:

- Establish what Values are and discuss what they will do for the District.
- Discuss the steps (Threads Guide to Core Values) for crafting organizational Values.
- Apply the steps to craft a set of Values.

## Delivery

The Workshop is interactive and includes facilitation techniques such as guided discussions, experiential exercises and small group activities. Participant engagement is maximized.

## Agenda

8:00am – 9:00am	The Process of Crafting a Vision
9:00am – Noon	Vision-Crafting Activity
Noon – 1:00pm	Lunch
1:00pm – 2:00pm	The Process of Crafting Values
2:00pm – 4:45pm	Values-Crafting Activity
4:45pm – 5:00pm	Wrap Up/Critiques

## Workshop Evaluation

A critique will be administered to review the quality of the workshop by evaluating the facilitator, workshop content and overall participant experience. The critiques are completed by each participant at the end of the workshop, and are compiled into a report sent to the customer with 48 hours.

## Equipment

LDN would provide the audiovisual equipment, i.e., laptop computer, projector and speakers needed to deliver the training.

PID would provide the meeting room, a projection screen, a flipchart with self-adhesive paper and participant refreshments (at their discretion).

## Fee

The fee for this delivering this 1-day workshop is **\$2,200**.

***Note: This fee is offered at a 25% discount based on LDN's partnership with ACWA JPIA.***

This fee includes all design, development, delivery, materials, program evaluation and facilitator travel expenses.

## About Us

The Leadership Development Network (LDN) is a 21-year veteran-owned small business that helps organizations achieve their goals and objectives by creating a culture of fully-engaged, values-based employees.

Since 1997, we have helped more than 50 organizations and trained more than 17,000 participants to be values-based leaders who inspire others to do their best.

## Point of Contact

Clint Camac • LDN President • 916-402-7655 • ccamac.ldn@gmail.com

**SHAFFER CONSULTING**  
**Strategic Business Development**

**SERVICE PROPOSAL**

February 7, 2020

From: Rikki Shaffer / Consultant  
To: Mickey Rich / Paradise Irrigation District  
For: Facilitation of Strategic Planning Process

---

**Qualifications**

35 Years Business Leadership Experience

- Director of National Fundraising Company – 5 Years
- Division Leader hired to launch a national division – results; achieved 200% of 12-month goal in first 10 months of operations
- Past Executive Director / Shady Creek Outdoor Education Foundation
- Past CEO / Yuba-Sutter Chamber of Commerce
- CEO & Owner – Wide-Awake Geek
- 12 Years as Strategic Business Consultant / service to organizations include: start-ups; non-profits; private small to large businesses (ranging from pre-funding to \$150 million +)

Certificates from Notre Dame / Mendoza College of Business in:  
Executive Leadership; Leading Teams and Organizations; Executive Management Strategies  
Certified in Lean / Six Sigma

---

**References**

Doug Heacock/COO  
Hilbers, Inc.  
Cell: 530-635-2833  
Email: [dheacock@hilbersinc.com](mailto:dheacock@hilbersinc.com)

Chris Mahurin/Executive Director  
CORE Charter School / AeroSTEM Academy  
530-575-0825  
Email: [cmahurin@corecharter.org](mailto:cmahurin@corecharter.org)

Ryan Rogers / CEO & President  
Lakeview Petroleum  
Cell: 530-682-5448  
Email: [rrogers@lakeviewpetroleum.com](mailto:rrogers@lakeviewpetroleum.com)

Dallan Reese / President  
Northern CA Aerospace Initiative  
Cell: 923-0116  
Email: [dallan.reese@gmail.com](mailto:dallan.reese@gmail.com)

## **Description of Service**

- Complete S.W.A.T. Analysis
  - Facilitation of 2-day Strategic Planning Meetings to Include:
    - Development of 5-10 Year Vision
    - Review and Modification (if necessary) of Mission Statement
    - Development of 3-5 Year Objectives
    - Development of 1-3 Year S.M.A.R.T. Goals
  - Completion of Full Strategic Plan Report Including Recommendation of Plan Review and Updating Strategy
  - Assistance in Plan Implementation (via phone/email) for 12-months post event
  - Additional Site Based Assistance Available at Discounted Rates
- 

## **Fee for Services**

\$3,800\*

### **Payment Schedule:**

\$1,000 due at contract execution

\$2,800 due when plan report is submitted (plan report due within 14 days post event)

Fee includes travel expenses and planning session materials

Contact for Questions:

Rikki Shaffer

Cell: 530-300-5988

Email: [rikki@wideawakegeek.com](mailto:rikki@wideawakegeek.com)

348 Rose Lane

Yuba City, CA 95993

\*A \$325 fee reduction was applied in recognition of the Paradise Ridge Chamber of Commerce affiliation



## Odyssey Teams Strategic Workshop

Client Information	Program Information Summary
Organization: Paradise Irrigation District	Odyssey Representative: Scott Amick
Contact name: Mickey Rich	Program Date: Feb 17, 18
Address: 6332 Clark Rd, Paradise, CA 95969	Program start/end time: 9 am to 5 pm
Office Phone: 530-876-2040	Group Size: 20
Cell phone:	Number of Odyssey staff: 1
Email: mrich@paradiseirrigation.com	
Program Location Information	
Name of venue: Paradise Irrigation Office	
Location of venue: 6332 Clark Rd, Paradise, CA, 95969, United States	

**Based on the duration of the event and a discussion with your Odyssey Teams facilitator we will select the appropriate components from the following:**

**Orientation/Context:** Participants are given an understanding of the experiential program and how it can benefit their team. Additional topics focus on safety, importance of support, how to enter the learning zone, and other key points that invite participation. This phase begins to shine light on the issues, themes, and concerns you've asked us to support.

**Ice Breakers/Energizers:** Participants are presented an opportunity to relax, be creative, and have some fun while loosening up for the upcoming events. With many to choose from, these activities are designed to help team members become engaged and connected to the concepts that impact their performance.

### **Strategic Planning Outcomes**

- Introduction - The introductory statement will include a brief description of why the plan was developed, what time period it covers, and who wrote the plan.
- Background Information - This area will include information about the organization and/or applicable department. This section may include a brief description about the business.
- Organizational Structure - Include any relevant information about your business or organization's management structure and staffing.
- Mission Statement - Briefly describe the purpose of your company.
- Vision Statement - Briefly describe what your company would like to achieve or become.
- Values - List the core values or principles that your organization stands for.
- Problem Statement - Outline key issues that need to be addressed.
- SWOT Analysis - A SWOT analysis analyzes a company's Strengths, Weaknesses, Opportunities, and Threats.
- Goals - A strategic plan may include specific long-term and/or short-term business goals. All goals should be measurable and broken down into actionable steps. Each step should indicate who is responsible for





completing that step, provide a time frame for the actions, and describe how the result will be evaluated.

- Evaluation - Any methods for evaluation should be spelled out in the strategic plan. This could include tracking key performance indicators (KPIs) and evaluations of the progress steps at set intervals.
- Executive Summary - A final summary will help readers quickly understand the key elements of your plan.

**Debrief:** At the conclusion of each simulation the team is given an opportunity to assess their performance. Discussions involve the poignant insights they gained and how they relate to their work environment.

**Sharing/Close:** A final opportunity of the day to share and connect about key learning and critical points (i.e.: leadership, communication, teaming, and shared successes) that were experienced during the program.

**Tipping Points™:** Inspiration translates to sustainable change. Our goal for this part of the workshop is to create a "Tipping Point", to keep the inspiration and learning alive beyond the session. Each person will be invited to write an insight or words of encouragement that ties to the value they received from the day on a card with their e-mail address, a "Tipping Point". Following the program, we will send one of these messages (each weekday) to the group to keep the spirit and value gained from this program alive.



## **Business Simulations We Can Select From**

We believe that people learn and retain skills and insights best when they are involved in and experience that may be challenging, though non-threatening and neutral. A safe place to be a beginner and practice a new thought or competence and then once having that 'experience' being able to discuss observations and correlations.

**Change Now:** This activity, completed in dyads, demonstrates the common reactions people have to change and reinforces the need to be personally accountable for our responses to changing conditions. Participants become aware of how, in an increasingly changing environment, we influence each other and the benefits of a supportive culture.

**Pressure Points:** The power of each person to influence the success of the team is never clearer than in this activity. Overcoming frustration and resisting the temptation to blame is key to moving in the right direction. People find themselves sacrificing their integrity and doing the opposite of their intention. Team members must work through frustrations and differences of opinions to solve this magically difficult event. Conducted indoors or out.

**Path to Success:** The team faces the challenge of having all team members walk through a maze within a budgeted amount of time. This exercise illuminates the importance of breaking out of old paradigms and creating a safe supportive environment. The event supports risk taking, innovation, and effective communication.

**Listen Up:** While seated and blindfolded the team must discover the answer to an equation that involves colored plastic shapes. This event requires clear and descriptive communication, open and non-biased listening, and consensus.

**Cross Function:** Illustrates how important our actions are – in that they effect those around us and our goal. Pockets/Silos of influence and ideas need to be shared by all to have a successful outcome. Roles and perspectives are changed through out the simulation.

**Diminishing Resources:** As work projects and demands continue to rise to a shrinking time line and budget, moods and effectiveness may deteriorate. This simulation catches the team assuming too much and supporting too little until one brave member begins to share his/her knowledge (thus reducing stress and effort) with the team.



## **Discovery Conversations**

**Five Why's:** This reflective component and discovery conversation offers an opportunity for people to uncover and/or remember what is truly important to them and how critical it is to be aware of that notion. Especially, as they maneuver through their challenging and often hectic daily personal and professional responsibilities.

**Little Voices:** Demonstrates the influential 'noise' in our heads that serves us well (or not). The naysayers are always present. Tune in and hear strong advocates and champions for your cause in the midst to keep you focused on your goal.

**Acknowledgements:** Often it seems people do not feel recognized for their contributions to the team and work or do not get many pats on the back for jobs well done and effort put out. Thus, resentment and less than stellar performance soon follows. Here we create an opportunity to balance this "account".

**Walk By/MSU** This demonstration along with dyad and larger group discovery conversations brings to life the mischief people unintentionally bring to working relationships - while simply trying to make sense of the world around them. And also highlights the power of straight conversations.

**Stand & Sit** This non-verbal exercise done in dyads emphasizes the power of non-verbal communication and the mental and physical reactions people have to this type of communication. Subtle things become pronounced and new awareness gained from the activity and the debrief shapes future relationships.

### **Qualifications**

Over the past decade, Mr. Amick has facilitated 100's of programs, meetings, and educational seminars with unparalleled energy, clarity, and positive client outcomes. With his entrepreneurial background, Mr. Amick can quickly and effectively assist his clients in the process of identifying key performance factors and cultural issues that are keeping an organization from being the best version of itself. Having started and grown four local business in the health and wellness market, Mr. Amick knows how to cut to the chase by allowing organizations an opportunity to look into a "kind mirror", stepping out of the way and making the experience client centric. Consider Mr. Amick a guide on the side, not a sage on the stage.

\*Mr. Amick was also displaced by the Camp Fire, his young family lost their home. This experience gives special insight into the organizational challenges faced by Butte County clients.

### **References**

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(530) 872-6393  
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ghalley@bcoe.org  
Region 2 Lead  
Learning Support - Expanded Learning Services  
Butte County Office of Education  
5 County Center Drive, Oroville, CA 95965



(530) 532-5705 (office)

(530) 370-8620 (cell)

Scott Dinits, SPHR

Human Resources Director

Boys & Girls Clubs of the North Valley

Phone: (530) 899-0335 x.2211

sdinits@bgcnv.org



**Investment:**

Program Name	Investment per Item	Number of Items	Total
Strategic Planning Session UP to 2 full days of 8 hours	\$2,500.00	1	\$2,500.00
<input type="checkbox"/> Our professional videographer, if available, will produce a transformational video to enhance the lessons and values your team acquires in this session. *See Terms and Conditions Watch Video Below	\$2,500.00	1	\$2,500.00

Subtotal **\$2,500.00**

**Total \$2,500.00**



**Odyssey Video Production:**

The impact an Odyssey program has on your team is invaluable. Because of this, most clients “check the box” to bring our professional videographer to film and produce a video of their program. This is an impactful way to increase the ROI of your experience. Please speak with our sales team to explore how “Your Odyssey Video” will increase the shelf-life of your program.

Watch the video below to learn more:





### Terms and conditions:

\*Program Investment **does not include** Odyssey Teams T&L or venue/site fees.

T&L may include: Economy or Economy Plus Airfare/Transportation, Lodging, meals onsite and in-transit, and parking. Venue/Site fees should be arranged between client and venue for items such as meeting space, AV, tables, chairs, linens, etc.

- a. The contact information of the person(s) responsible for billing must be provided.
- b. 50% non-refundable deposit due in full to confirm date/program: **\$1750**
- c. Odyssey staff travel & living and any venue site fees such as meeting space, catering, and AV is NOT INCLUDED. Balance due in full upon receipt of final invoice. Final invoice will include reimbursable expenses for travel & living with original receipts.
- d. Deposit and payment should be made payable to Odyssey Teams, Inc., (EIN 93-1107417) and sent to 173 East 3rd Avenue, Chico, CA 95926
- e. Cancellations/Rescheduling: Programs are booked based on the specific date(s) set forth in this agreement. If client decides for any reason the program will not take place on the date in this agreement they can choose to 'Cancel' or 'Reschedule' the program. If program is cancelled by client, client agrees to pay 50% of total program fees if cancelled 60 days or more prior to scheduled program date; 65% of total program fees if cancelled 30 to 59 days prior to scheduled program date; 75% of total program fees if cancelled 15 to 29 days prior to scheduled program date; 85% of total program fees if cancelled 0 to 14 days prior to scheduled program. All fees due 30 days after notification of the cancellation. A rescheduling fee of 50% of 'cancellation fees' above is required to reschedule a date. A rescheduled date must be mutually agreed to by both parties and occur within one year of original contracted date or the program is deemed cancelled. New date of program is confirmed by receipt of rescheduling fee paid in full.
- f. Additional participants may be added to the contracted amount based on above Per Participant Fee.
- g. Fewer Participants/Minimum Charge: Odyssey staffs its programs and procures supplies according to the number of participants set forth in this contract. No refunds will be given for fewer than the contracted amount.
- h. Late Payments: A late charge of 10% of the original contract total will be compounded every 30 calendar days that the invoice is overdue. Invoices that have not been paid within 90 calendar days will be referred to an outside agency for collection and the client will also be responsible for all fees incurred in that process.
- i. Odyssey Teams, Inc. reserves the right to record, in any media, the event and distribute without restriction.

### Advisory to Signer:

Be advised that Odyssey Teams Inc. programs may include participation in a variety of activities, including but not limited to: initiatives (warm-ups) and other games; use of different hand tools, screws, and nails; assembling and painting of toys or structures; and other activities, simulations, discussions, and/or conversations. The activities may require physical exertion, including walking, standing, sitting, bending, lifting, stretching, twisting, catching, carrying, hammering and sawing. There may be invitations for group discussion and voluntary verbal self-disclosure. Such activities may carry inherent risks of physical injury or emotional self-disclosure, and the risks described, and others, including the possibility of negligence of other participants and staff, are inherent in the Odyssey Teams Inc. program – that is, they cannot be eliminated without destroying the essential nature of the activity and its promotion of philanthropic societal values and group development. By signing below, the client representative acknowledges (on behalf of the client company and participants) the receipt of this advisory and assumption of risks involved in this activity, as well as the understanding that all participation is completely voluntary.



***\*If anyone in your group has a special physical need that requires modifications of our activities, please let us know in advance and we will do our best to accommodate those requests within our existing program structure.***

**Client:**

I hereby agree to the information, terms and conditions set forth in this agreement.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

Organization: Paradise Irrigation District

**Billing Contact Information:**

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_



**Check this box for credit card payments.** The billing contact will receive a link for a secure payment through bill.com. There is a 3% processing fee for credit card payments.



2.21 STANDING COMMITTEES

Meetings of standing committees shall be noticed and conducted in accordance with the requirements of the Brown Act. The standing committees shall include the following:

A. Finance Committee –

This committee shall be comprised of two Board members who shall oversee and safeguard the District’s assets by reviewing investment policies and strategies, banking relationships, the annual budget, the annual audit, risk management practices, borrowing, debt and debt structure, and other significant financial and accounting related issues.

B. Administrative and Personnel Committee –

This committee shall be comprised of two Board members who shall review and recommend changes to the Board regarding the District’s policies, rules and regulations, participate in discussions with employee representatives, hold employee grievance hearings as provided in the rules and regulations, and other similar or related matters.

C. Paradise Lake Committee –

This committee shall be comprised of two Board members and approved members of the public, who shall review recreation programs and events at Paradise Lake and make recommendations to the Board regarding rules, fees, permits, facility improvements and other related items. Members shall continually review the District’s present and future water supply demands and proposals and projects to meet those demands. Recognized committee members shall receive an annual combination boating and parking pass for so long as they are committee members for the purpose of visiting and inspecting the facilities.

D. Community Relations Committee –

This committee shall be comprised of two Board members who along with staff, shall develop a Community Relations Plan (CRP) to provide information and results-based guidelines to District Directors and staff to promote understanding, support shared goals, and build goodwill between the District and community. Committee members will continually review key issues as outlined in the CRP to ensure positive and interactive communications for District projects and issues. Members shall review District actions to enhance water education and conservation efforts. ~~The two Board members shall meet periodically with two members of the Paradise Town Council to discuss common issues and items of mutual concern to the District and the Town.~~

E. Paradise Irrigation District / Town of Paradise Liaison Committee –

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This committee shall be comprised of two Board members who shall periodically meet with two members of the Paradise Town Council and designated staff from each agency to discuss common issues and items of mutual concern to the Paradise Irrigation District and the Town of Paradise.

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## 2.22 DIRECTORS FEES AND EXPENSE REIMBURSEMENTS

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Keeping in mind that new statutes may add further regulations, the following fees and expense reimbursements shall apply:

### A. Fees –

Director fees are regulated by law (see, for example, California Water Code §21166; Government Code section 53232 et seq.). Directors shall receive compensation not to exceed \$100 per day. Compensation taken may be less than \$100; down to a minimum amount of one cent for either:

1. Up to \$100.00 per day for attending a regular or special Board meeting, or acting under its orders; and
2. Up to \$100.00 per day for attending a Board approved standing committee meeting, an established Ad Hoc committee, or an outside Board approved meeting requiring a Board member in attendance (examples provided below), when there is no regular or special Board meeting that day.

Regardless of either per day event, the per day amount(s) shall not exceed a total of six (6) meeting days in any calendar month. No fees are to be paid for attending seminars or conferences, but the out-of-pocket costs associated with attending those meetings, on a Board pre-approval basis, can be reimbursed through the use of a District claim form.

Examples for qualifying for the fee pursuant to Section 2.22.A. above:

Standing Committees - Finance, Administration and Personnel, Paradise Lake, ~~and~~ Community Relations, and PID/Town of Paradise Liaison.

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Ad Hoc/Other Committees - Water Rate Review, Security, Annexation, ACWA/ACWA-JPIA, Butte County Special Districts Association, Union Negotiations, and other similar types of committees.

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Each Director shall receive at least two hours of training in general ethics principles and ethics laws relevant to his or her public service every two years. (Govt. C.

53235.) The Manager shall maintain District records of ethics training. For purposes of Directors fees, the Directors shall be considered employees of the District as described in Internal Revenue Code §3401(c).

Directors and their eligible dependents can elect to participate in the District's Medical, Dental, Vision, Life, and Flexible Benefits "cafeteria" Programs as received by either the General Unit or Management Unit employees, and stated in the Rules & Regulations Governing Employment Conditions, Salaries, and Benefits for Employees of Paradise Irrigation District. Directors will not be eligible to participate in the District's retirement plans.

Directors will be required to complete a monthly Director's Fees and Reimbursement Report itemizing any earned directors fees. These forms are to be submitted to the District Secretary within five (5) days after a month end. Payment of the fees shall be processed in a timely fashion through the District's payroll system with appropriate withholdings.

**B. Waived Compensation –**

Directors are eligible to receive compensation not to exceed \$100 per day; down to a minimum amount of one cent. Receipt of an Annual Boat pass may be considered as compensation in lieu of receiving a dollar amount. Any Director who waives their right to compensation amount of \$100 shall do so in writing and that waiver shall be maintained in the District's files. Such waiver may be withdrawn upon written notice of the Director.

**C. Reimbursements –**

1. Keeping in mind that new statutes may add further regulations, the following applies to expense reimbursements: District claim forms are to be used for reimbursement of actual and necessary business expenses when acting under the orders of the Board. These claim forms are to be attached to the monthly Director's Fees and Reimbursement Report with appropriate supporting documentation. Pre-approved meals, lodging, and transportation expenses shall be normal and customary, and automobile mileage costs incurred for business purposes shall be the standard mileage rate for transportation expenses as prescribed by the Internal Revenue Service and further described in other sections of this manual.
2. Directors are allowed their actual expenses in going to, attendance upon, and returning from state association meetings and when traveling outside Butte county on official business. (Govt. C. 25008.) Reimbursement rates for travel, meals, and lodging, and other actual and necessary expenses shall be in accordance with Internal Revenue Service rates as established in Publication 463 or successor publication.

- a. Where lodging is in connection with a conference or organized educational activity, including ethics training, lodging costs shall not exceed the maximum group rate published by the conference or activity sponsor, provided that lodging at the group rate is available to the Director at the time of booking. Otherwise, comparable lodging rates shall be used.
  - b. Directors shall use group transportation rates when available.
  - c. Where there is any question regarding the level of appropriate compensation, the Board shall approve the reimbursement rate at the Board meeting held before the expense is incurred.
3. Directors shall provide brief reports on meetings attended, at the expense of the District at the next regular meeting of the Board.



# PARADISE IRRIGATION DISTRICT

6332 Clark Road, Paradise CA 95969 | Phone (530)877-4971 | Fax (530)876-0483

## 2020 COMMITTEES OF THE DISTRICT

DATE: January 15, 2020 Board of Directors Meeting  
MEMO TO: Directors, Staff, and Legal Counsel  
FROM: Georgeanna Borrayo, District Secretary  
SUBJECT: Committees of the District

### STANDING COMMITTEES:

#### ADMINISTRATION & PERSONNEL

Review and recommend changes to the Board regarding the District's Policies/Rules and Regulations, participate in labor negotiations with employee representatives, hold employee grievance hearings as provided in the Employee Rules and Regulations.

Dan Hansen *Chairperson*  
Gregg Mowers

#### FINANCE

Oversee and safeguard the District's assets by reviewing investment policies and strategies, banking relationships, annual budget, district audit, risk management and significant financial and accounting issues.

Dan Hansen *Chairperson*  
Gregg Mowers  
Public Members: Gary Ledbetter / Steven Oehler / Amanda Sherman

#### PARADISE LAKE & RECREATION COMMITTEE

Review recreation programs and events at Paradise Lake and make recommendations to the Board regarding fees, permits, facility improvements and other related items. Members shall continually review the District's present and future water demands and proposals and projects to meet those demands.

Marc Sulik *Chairperson*  
~~Bill Kellogg~~ (Director Mowers to sub until Div. 2 Director Vacancy filled)  
PID Lake Patrol Vacant  
PID Staff: Kevin Phillips / Bill Taylor  
Butte County Fire Safe Council - Darrell Wilson  
Paradise Recreation & Park District – Steve Rodowick  
Sierra Pacific Industries – Kieran O'Leary

#### COMMUNITY RELATIONS

Plan, develop and help implement ongoing community relations and education outreach efforts to provide information and results-based guidelines to District Directors and staff to promote understanding, support shared goals and build goodwill between the District and community. Committee members will continually review key issues as outlined in the Community Relations Plan (CRP) to ensure positive and interactive communications for District projects and issues. Members shall review District actions to enhance water education and conservation efforts. The two Board Members shall meet periodically with two members of the Paradise Town Council to discuss common issues and items of mutual concern to the District and Town.

Marc Sulik *Chairperson*  
Shelby Boston  
PID Staff: Kevin Phillips  
Mickey Rich  
Public Members: Chuck Bell / Ward Habriel / Alan Hinman / Chris Rehman

**AD HOC COMMITTEES / DELEGATE APPOINTMENTS:**

**(Water Rate Review, Security, Annexation, ACWA/JPIA, Butte County Special Districts Association, Union Negotiations, and other similar types of committees)**

AD HOC NEGOTIATING COMMITTEE (Emily LaMoe – District Representative)

Shelby Boston	<i>Chairperson</i>
Gregg Mowers	

AD HOC DEMONSTRATION GARDEN COMMITTEE

Marc Sulik	<i>Chairperson</i>
Public Members:	Ward Habriel
	Chuck Bell
	Alan Hinman

ACWA JOINT POWERS INSURANCE AUTHORITY DIRECTOR REPRESENTATIVE

Periodically attend and represent the District at meetings of the Association of California Water Agencies and the Association of California Water Agencies Joint Powers Insurance Agency regarding issues of interest to the District.

Gregg Mowers	JPIA Director Representative
Kevin Phillips	JPIA Alternate Representative



## 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, Information Systems Manager**  
**DATE: February 14, 2020**  
**RE: Directions for the Customer Assistance Program**

The customer assistance program was created for low-income households in 2016 and provided a monthly \$10.00 service charge subsidy to the active rate for qualified applicants paid from the District's property tax revenue. The program was dependent on available tax revenue and offered at a first-come, first-serve basis so as not to exceed a total subsidy amount of \$189,960 annually. Customers were required to reapply each year to continue receiving the subsidy.

Following the 2018 Camp Fire all customers were placed on the ready-to-serve rate, which is not a qualifying rate for the subsidy, so no customer has received the subsidy since November 2018. As recovery continues and more customers return to the active rate, we expect to see more interest in the program. We currently have one applicant.

In 2017 there were approximately 630 program participants (approximately 6% of our customer base) receiving a bill subsidy amount of \$120.00 per year each, totaling approximately \$75,600.00 for the year.

Staff is asking for board direction regarding the future of the program.