

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

WEDNESDAY, APRIL 21, 2021 – 6:30 PM

- ❖ *In accordance with California Governor Gavin Newsom’s Executive Order (EO) N-29-20 relating to the convening of public meetings in response to the COVID-19 pandemic, the Paradise Irrigation District will be closing the Board of Directors Meeting to members of the public and non-essential District staff. The following options are available for members of the public to participate in the meeting:*

Via Zoom Meeting: <https://us02web.zoom.us/j/88192841237>

Telephone: +1 669 900 6833 US (San Jose)

Meeting ID: 881 9284 1237

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

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

1. OPENING:

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

2. PUBLIC 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 3 minutes per speaker. Opportunity for public comment on agenda items will be provided at the time they are discussed by the Board with comments limited to 5 minutes per agenda item.

3. CLOSED SESSION:

- a. CONFERENCE WITH LABOR NEGOTIATORS: Conference with Labor Negotiator Emily LaMoe regarding Unrepresented Position, District Manager (California Government Code section 54957.6).
- b. CONFERENCE WITH LABOR NEGOTIATORS: Conference with Labor Negotiator Tom Lando regarding Unrepresented Position, Assistant District Manager (California Government Code section 54957.6).

4. ANNOUNCEMENT FROM CLOSED SESSION

(Pages 4-22) 5. **APPROVAL OF CONSENT CALENDAR:** *Action may be taken.*

- a. Approval of Meeting Agenda Order
- b. Approval of Minutes:

(Page 5)

(Page 6)

(Pages 7-13)

(Pages 14-17)

(Page 18)

(Pages 19-22)

- 1. Special Meeting of March 11, 2021
- 2. Special Meeting of March 12, 2021
- 3. Regular Meeting of March 17, 2021
- 4. Special Meeting of March 30, 2021
- 5. Special Meeting of April 12, 2021

- c. Acceptance of Department of Water Resources Invoice: Annual Dam Fees for FY 2021/2022 for Magalia & Paradise Dams

6. **PRESENTATION - ACWA Joint Powers Insurance Authority:** Informational update provided by Director Tom Cuquet, JPIA Executive Committee Vice-Chairman to highlight the refund check issued to Paradise Irrigation District under the Association of California Water Agencies Joint Powers Insurance Authority Rate Stabilization Fund. *Informational item only.*

7. **TREASURER'S UPDATE (Ross Gilb):**
 - (Pages 23-32) a. **Treasurer's Report:** Review and acceptance of the Treasurer's Report for the period ending March 31, 2021. *Action may be taken.*

 - (Pages 33-45) b. **Expense Approval Report:** Approval of General Fund Check Numbers 56027 through 56156 for the month of March 2021 totaling \$1,345,499.58, exclusive of voided check numbers 56048, 56049, and 56121, and authorization of a similar amount allowing or adjusting for extraordinary budget or Board approved items during the month of April 2021. *Action may be taken.*

 - (Pages 46-47) c. **Investment Report:** Review and acceptance of the quarterly Investment Report through the period January 1 through March 31, 2021. *Action may be taken.*

8. **DISTRICT MANAGER AND STAFF / ENGINEERING REPORT UPDATES:** Verbal and written report updates from staff and engineering consultant. *Information item only.*
 - (Page 48) a. Customer Service Staff Report
 - (Page 49) b. Transmission & Distribution Staff Report
 - (Pages 50-53) c. Water Treatment Plant Staff Report
 - (Pages 54-78) d. Water Supply Recovery Program Update: Progress update provided by Water Works Engineers
 - (Pages 79-89) e. District Engineering Report provided by Water Works Engineers regarding engineering support services to the Paradise Irrigation District. *(Detailed Leak Detection Project Summary identified as Exhibit "A" in District Engineering Report)*

9. **LEGAL REPORT:** A verbal update from Legal Counsel. *Information item only.*

10. **COMMITTEE REPORTS:** *Information Item Only.*
 Bord oral report(s) regarding representation on Commissions/Committees/Conferences:
 - a. Administration & Personnel Committee, 03/26/21 (Directors Alan Hinman & Dan Hansen - Chairperson)
 - b. Ad Hoc Customer Recovery Support Committee, 04/19/21 (Directors Brian Shaw & Shelby Boston – Chairperson)

11. **UNFINISHED BUSINESS** (Continued from March 30, 2021 special board meetings):
 - (Pages 90-103) a. **Revision to Policy & Procedures, Chapter 7.7.3 Discontinued Service** (Mickey Rich): Authorize the proposed revisions to the current Discontinued Service Policy under PID Policy & Procedures Chapter 7.7.3. *Action may be taken.*

12. **NEW BUSINESS:**
 - (Pages 104-110) a. **Part-Time Finance and Accounting Advisor** (Manager Tom Lando): Authorize approval to enter into an Employment Agreement with Ross Gilb to assist the District on a limited, part-time basis while the District searches for and hires a replacement Finance & Accounting Manager. *Action may be taken.*

 - b. **District Manager** (Emily LaMoe): Consider Employment Agreement for District Manager. *Action may be taken*

 - c. **Assistant District Manager** (Manager Tom Lando): Consider Employment Agreement for Assistant District Manager. *Action may be taken.*

 - (Pages 111-112) d. **PID Almond Street Main Replacement Project – Award of Construction Contract** (Water Works Engineers): Authorize award of the Almond Street Main Replacement Project to Santos Excavating, Inc. in the amount of \$595,640.00 along with a 10% (\$60,000) contingency budget and authorize the District Manager to execute the construction agreement for the District. *Action may be taken.*

- (Pages 113-122) e. **Annual Dam Surveillance - Calendar Years 2021 through 2023** (Manager Tom Lando / Bill Taylor): Authorize acceptance of the proposal from Genterra Consultants, Inc. to perform dam safety field evaluations of Magalia Dam and Paradise Dam for the calendar years 2021 through 2023 for cost not to exceed \$77,103.00. *Action may be taken.*
- (Pages 123-126) f. **Butte LAFCO – 2021 Election Ballot** (Tom Lando): Consider nominations for a *Special District Regular “Non-Enterprise” Member* and a *Special District Alternate “Enterprise/Non-Enterprise” Member* and authorizing submittal of the Certification of Ballot on behalf of Paradise Irrigation District. *Action may be taken.*
- (Pages 127-128) g. **Approval of Surplus Property** – Adopt Resolution No. 2021-04 declaring the 2008 Ford Ranger Extended Cab (Unit No. 182) as surplus property and no longer necessary for District purposes and authorize said property be disposed of in the most practical manner. *Action may be taken.*

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

14. **CLOSED SESSION:**

- a. **REAL PROPERTY NEGOTIATIONS** (California Government Code section 54956.8)
Property subject to negotiations: Paradise Irrigation District Water Assets
District Negotiator: Tom Lando, District Manager
Other Party: PERENFRA.MISYSTEMS LLC
Under Negotiation: District negotiators will be given direction regarding potential interest in real property negotiations relating to an indication of interest to enter into a partnership agreement relating to interests in real property.
- b. **REAL PROPERTY NEGOTIATIONS** (California Government Code section 54956.8)
Property subject to negotiations: PG&E Miocene Canal
District Negotiators: Tom Lando, District Manager
Other Party: Pacific Gas & Electric Company
Under Negotiation: District negotiators will be given direction regarding price and terms relating to potential interest in real estate negotiations for the purchase of real property or interests in real property.
- c. **REAL PROPERTY NEGOTIATIONS** (California Government Code section 54956.8)
Property subject to negotiations: Proposed Tuscan Ridge Water and Sewer Systems
District Negotiators: Tom Lando, District Manager
Other Party: Mo West
Under Negotiation: District negotiators will be given direction regarding potential interest in negotiations relating to the proposed Tuscan Ridge Water and Sewer Systems infrastructure.
- d. **CONFERENCE WITH LABOR NEGOTIATORS** (Government Code section 54957.6):
PID Labor Negotiator Representative: Tom Lando, Interim District Manager
Employee Organization: Management Unit represented by Teamsters Local 137
- e. **CONFERENCE WITH LABOR NEGOTIATORS:** Conference with PID Labor Negotiator Representative Tom Lando regarding Unrepresented Position, Finance & Accounting Manager (California Government Code section 54957.6).

15. **ANNOUNCEMENT FROM CLOSED SESSION**

16. **ADJOURNMENT OF MEETING**

CONSENT CALENDAR
REGULAR MEETING
PARADISE IRRIGATION DISTRICT
BOARD OF DIRECTORS

WEDNESDAY, APRIL 21, 2021 – 6:00 PM

A. APPROVAL OF MEETING AGENDA ORDER

B. APPROVAL OF MINUTES:

1. Special Meeting of March 11, 2021
2. Special Meeting of March 12, 2021
3. Regular Meeting of March 17, 2021
4. Special Meeting of March 30, 2021
5. Special Meeting of April 12, 2021

C. ACCEPTANCE OF INVOICE FOR ANNUAL DAM FEE – MAGALIA & PARADISE DAMS:

Action requested: Accept invoice and authorize payment to the State of California Department of Water Resources in the amount of \$64,532.00 for annual dam fees for Fiscal Year 2021/2022.

MINUTES
SPECIAL MEETING
BOARD OF DIRECTORS
PARADISE IRRIGATION DISTRICT
MARCH 11, 2021

The special meeting of the Board of Directors of the Paradise Irrigation District was called to order at 3:00 p.m. by President Shelby Boston.

OPENING

BOARD MEMBERS PRESENT: Directors Alan Hinman, Marc Sulik, Brian Shaw, Vice-President Dan Hansen, and President Shelby Boston

ROLL CALL

BOARD MEMBERS ABSENT: None

STAFF PRESENT: Interim District Manager Tom Lando, Assistant District Manager Mickey Rich, Finance & Accounting Manager Ross Gilb, and Secretary Georgeanna Borrayo

ALSO PRESENT: Rikki Shaffer – Shaffer Consulting

No public comments have been received pertaining to matters not scheduled on the agenda.

PUBLIC PARTICIPATION

Strategic Business Planning Consultant Rikki Shaffer facilitated the first planning session with the Board of Directors and PID Staff. Discussion for the first workshop included review and development of the following:

STRATEGIC BUSINESS PLANNING SESSION ONE (Item 3)

- 5-10 year vision for Paradise Irrigation District
- Review of Paradise Irrigation District Mission Statement

At the conclusion of the planning session, it was moved by President Boston to adjourn the meeting. The special meeting of the PID Board of Directors was adjourned at 7:20 p.m., to reconvene in a special meeting on Friday, March 12, 2021 at 2:00 p.m. for the second planning session in the PID Board Room, 6332 Clark Road, Paradise, California.

ADJOURNMENT OF MEETING (Item 4)

Georgeanna Borrayo, Secretary

Shelby Boston, President

MINUTES
SPECIAL MEETING
BOARD OF DIRECTORS
PARADISE IRRIGATION DISTRICT
MARCH 12, 2021

The special meeting of the Board of Directors of the Paradise Irrigation District was called to order at 2:00 p.m. by President Shelby Boston.

OPENING

BOARD MEMBERS PRESENT: Directors Alan Hinman, Marc Sulik, Brian Shaw, Vice-President Dan Hansen, and President Shelby Boston

ROLL CALL

BOARD MEMBERS ABSENT: None

STAFF PRESENT: Interim District Manager Tom Lando, Assistant District Manager Mickey Rich, Finance & Accounting Manager Ross Gilb, and Secretary Georgeanna Borryayo

ALSO PRESENT: Rikki Shaffer – Shaffer Consulting

No public comments have been received pertaining to matters not scheduled on the agenda.

PUBLIC PARTICIPATION

Strategic Business Planning Consultant Rikki Shaffer facilitated continuation of the planning sessions with the Board of Directors and PID Staff. Information noted from the first workshop on the previous day was posted for reference to continue discussion for review and development of the following:

STRATEGIC BUSINESS PLANNING SESSION TWO (Item 3)

- Development of 3-5 years objectives

Board members discussed scheduling a third planning session meeting to provide additional time to discuss and develop the District's goals and selected a date and time to set a special meeting of the Board of Directors on April 12, 2021 at 8:30 a.m. in the PID Board Room, 6332 Clark Road, Paradise, California.

It was moved by President Boston to adjourn the meeting. The special meeting of the PID Board of Directors was adjourned at 4:00 p.m.

ADJOURNMENT OF MEETING (Item 4)

Georgeanna Borryayo, Secretary

Shelby Boston, President

MINUTES

REGULAR MEETING
BOARD OF DIRECTORS
PARADISE IRRIGATION DISTRICT
MARCH 17, 2021

The regular meeting of the Board of Directors of the Paradise Irrigation District was called to order at 6:00 p.m. by President Shelby Boston, followed by the Pledge of Allegiance to the Flag of the United States of America.

OPENING

BOARD MEMBERS PRESENT: Directors Alan Hinman, Marc Sulik, Vice-President Dan Hansen, and President Shelby Boston (Director Brian Shaw participating remotely via Zoom Video Conferencing)

ROLL CALL

BOARD MEMBERS ABSENT: None

STAFF PRESENT: Interim District Manager Tom Lando, Assistant District Manager Mickey Rich, Finance & Accounting Manager Ross Gilb, and Secretary Georgeanna Borrayo

ALSO PRESENT: Consultants Sami Kader and Colleen Boak with Water Works Engineers, Legal Counsel Representative Dustin Cooper.

No public comments have been received pertaining to matters not scheduled on the agenda.

PUBLIC PARTICIPATION

President Boston announced the Board will adjourn to closed session to discuss agenda item 3.a. As there were no questions or comments, the Board adjourned to closed session at 6:04 p.m. to discuss the following:

CLOSED SESSION:

- 3.a. REAL PROPERTY NEGOTIATIONS (California Government Code § 54956.8).
Property subject to negotiations: PG&E Miocene Canal
District Negotiators: Minasian Law Firm and Tom Lando, Interim District Manager
Other Party: Pacific Gas & Electric Company
Under Negotiation: District negotiator will be given direction regarding potential interest in real estate negotiations relating to the purchase of real property or interests in real property.

REAL PROPERTY NEGOTIATIONS (Government Code Section 54956.8) (Item 3.a.)

President Boston reconvened the regular meeting at 6:42 p.m. and announced direction has been given to District negotiators regarding real property negotiations.

CLOSED SESSION ANNOUNCEMENT (Item 4)

Board members reviewed consent calendar items as follows:

- 5.a. Approval of Meeting Agenda Order
5.b. Approval of Minutes: Special Meeting of February 16, 2021 and Regular Meeting of February 17, 2021
5.c. Acceptance of Invoice for Election Services: November 3, 2020 General Election
5.d. Authorize Interim District Manager to provide up to 80 additional hours of COVID-19 Leave
5.e. Authorize HVAC Unit Replacement for PID Commercial Rental Property at 6360 Clark Road, Paradise

APPROVAL OF CONSENT CALENDAR (Items 5.a. through 5.e.)

CONTINUED –
APPROVAL OF
CONSENT
CALENDAR

It was moved by Director Hansen and seconded by Director Hinman to approve the consent calendar as presented.

AYES: Directors Hinman, Hansen, Sulik, Shaw, and Boston
NOES: None
ABSENT: None

Motion passes 5-0

PRESENTATIONS:

PARADISE LAKE
PROGRESS
REPORT
(Item 6.a.)

Dan Efseaff, District Manager with the Paradise Recreation & Park District (PRPD) presented an update regarding the partnership between Paradise Irrigation District (PID) and PRPD. Effective June 1, 2020, the PRPD has taken over recreation amenities and operations at Paradise Lake from PID. To date, PRPD has incurred a loss of \$14,000 associated with expenses, developing programs and factors associated with COVID-19.

PRPD is planning to increase activities at the lake with educational and recreational programs and events throughout the year to include astronomy, kayak rental days and programs, coordination of some cross country meets with the Paradise Unified School District, and classes such as hiking, fishing, and nature journaling. Potential improvements and actions noted for future discussion include trail improvements, fuel reduction projects and cleanup of parking areas, kayak rentals and instruction, floating boat dock and improved system, house repairs and deck to utilize as a possible meeting location for classes and short-term rental for a retreat space.

Dan Efseaff further discussed the Electronic Sign Agreement with PRPD, PID, and the Town of Paradise, and the draft plan for the Lakeridge property park site in Magalia. PRPD has received grant funding in the amount of \$500,000 for a loop trail from the Lakeridge property to Paradise Lake.

PRPD is looking to bring further information forward to begin discussions with the PID Board of Directors this summer. **Informational item only; no Board action taken.**

PRESENTATION:

PARADISE
IRRIGATION
DISTRICT 2018
CAMP FIRE AFTER-
ACTION REPORT
PRESENTED BY
CONSTANT
ASSOCIATES, INC.
(Item 6.b.)

The consulting firm of Constant Associates, Inc., provided an overview of the Paradise Irrigation District 2018 Camp Fire After-Action Report (AAR) which included documentation reviews, stakeholder workshops, surveys, and facilitated group discussions. The AAR provides an analysis of PID's response and recovery efforts during and following the 2018 Camp Fire. Best practices and lessons learned are provided in the document to share procedures, tactics, and solutions utilized so that PID, and potentially other jurisdictions, can enhance preparedness and response capabilities in the event of another emergency. Areas highlighted include significant strengths and areas for improvement, as well as a Corrective Action Plan (CAP) to aid PID as it plans for and implements the recommended improvement actions identified in the After-Action Report.

It was moved by Director Sulik and seconded by Director Hansen to accept the Paradise Irrigation District 2018 Camp fire After Action Report.

AYES: Directors Hinman, Hansen, Sulik, Shaw, and Boston
NOES: None
ABSENT: None

Motion passes 5-0

DISTRICT
MANAGER AND
STAFF/ENGINEER-
ING REPORT
UPDATES (Item 7)

Board members reviewed written staff reports provided in the agenda packet. Interim District Manager Tom Lando provided additional updates regarding the following: 1) Paradise Lake Water Supply graph; 2) Scheduling an Administration & Personnel Committee meeting to review potential positions; and 3) Recently meeting the Developer

for Tuscan Ridge who has indicated plans to file a final map for 160 homes and inquired if PID would be interested in maintaining their water system.

CONTINUED –
STAFF REPORTS

Engineering Consultants Sami Kader and Colleen Boak with Water Works Engineers provided an informational update regarding the Water Supply Recovery Program and status of engineering support services to the Paradise Irrigation District. An overview of engineering tasks highlighted: 1) The District’s Pump Station 2 location has been approved as one of the sites for the Tesla Battery Backup Program; 2) Bids for the Almond Street Main Replacement Project are due April 9, 2021; and 3) To date, approximately 70% of the system has been surveyed under the Leak Detection Project.

WATER SUPPLY
RECOVERY
PROGRAM AND
DISTRICT
ENGINEERING
REPORT UPDATE

An overview of information highlighted under the Water Supply Recovery Program Update noted: 1) Interim Water Service orders are currently running about 50 per month; 2) Water Quality Assurance Monitoring continues with favorable results of clean water; 3) Service Lateral Replacements continue to tail off in February as the District wraps up the contract with Sutton Enterprises; and 4) The Meter Installation and Phase 2 Service Lateral Replacement Projects will receive bids in April and is anticipated to start up in May.

Informational updates only; no Board action taken.

Board members reviewed a written Treasurer’s Report from Finance & Accounting Manager Ross Gilb for the period ending February 28, 2021 highlighting the District’s cash position, debt service analysis, operational overview, and recovery funding.

ACCEPTANCE OF
TREASURER’S
REPORT FOR
PERIOD ENDING
FEB. 28, 2021
(Item 8.a.)

It was moved by Director Hinman and seconded by Director Shaw to accept the Treasurer’s Report for the period ending February 28, 2021.

AYES: Directors Hinman, Hansen, Sulik, Shaw, and Boston

NOES: None

ABSENT: None

Motion passes 5-0

Board members reviewed accounts payable expense reports for the month of February 2021. It was moved by Director Hansen and seconded by Director Hinman to approve General Fund check numbers 55920 through 56026 for the month of February 2021 totaling \$1,075,911.97, exclusive of voided check numbers 55943, 55944, and 56023 to 56025, and authorization of a similar amount allowing or adjusting for extraordinary budget or Board approved items during the month of March 2021.

APPROVAL OF
EXPENSE REPORT
FOR THE MONTH
OF FEB. 2021
(Item 8.b.)

AYES: Directors Hinman, Hansen, Sulik, Shaw, and Boston

NOES: None

ABSENT: None

Motion passes 5-0

There is no information to report this evening for open session.

LEGAL REPORT
(Item 9)

Town of Paradise / Paradise Irrigation District Liaison Committee: Directors Boston and Hansen reported meeting on March 1, 2021 to discuss recovery progress updates. The next meeting will be held on June 7, 2021 at 10:00 a.m.

COMMITTEE
REPORTS
(Item 10)

Community Relations Committee: Directors Sulik and Shaw indicated the March 2nd meeting highlighted a draft communications plan and activities update, as well as discussion about issuing a press release to coincide with the American Water Works Association’s Drinking Water Week in May. The next meeting is scheduled on May 4, 2021 at 8:00 a.m.

CONTINUED –
COMMITTEE
REPORTS

Ad Hoc Customer Recovery Support Committee: Directors Boston and Shaw reported discussion at the March 4th meeting included the proposed Backflow Maintenance Program and Discontinued Service Policy. Both items are on the agenda for discussion this evening.

UNFINISHED
BUSINESS:

Assistant District Manager Mickey Rich reported decision on this agenda item was tabled at the February Board meeting and direction given to staff to revisit pricing to see if there may be room for negotiation. AquaHawk and WaterSmart declined to submit a price adjustment. DropCountr eliminated the flat fee and is offering a savings in reference to cost per customer/year. For instance, the cost per customer per year is \$1.50 for up to 5,000 customers and for 5,001 – 10,000 customers, the cost is \$1.00 per year per customer.

AUTHORIZATION
FOR SOFTWARE
SERVICE WITH
DROPCOUNTR
FOR CUSTOMER
WATER
MANAGEMENT
PORTAL & LEAK
NOTIFICATION
(Item 11.a.)

It was moved by Director Hinman and seconded by Director Hansen to authorize the Interim District Manager to execute an agreement with DropCountr to provide online customer access to meter data.

AYES: Directors Hinman, Hansen, Sulik, Shaw, and Boston

NOES: None

ABSENT: None

Motion passes 5-0

NEW BUSINESS:

Assistant District Manager Mickey Rich indicated the proposed Backflow Maintenance Plan supports a policy revision that would provide backflow prevention protection at every service connection and allow the option for PID to maintain the device. FEMA has approved the District's request to mitigate this hazard by funding the purchase and installation of these devices; however, the expected funding does not include annual maintenance costs. The proposed plan allows customers the choice of owning and maintaining their own device or paying an annual maintenance fee for PID to own and maintain the device on their behalf.

PROPOSED
BACKFLOW
MAINTENANCE
PLAN & POLICY
UPDATE
APPROVED
(Item 12.a.)

It was moved by Director Hansen and seconded by Director Hinman to approve the proposed update to Chapter 6.14 Cross-Connection and Backflow Control, of the Paradise Irrigation District Policy and Procedures Manual, the proposed backflow maintenance fee of \$60 per year and the proposed Backflow Maintenance Plan and the fee of \$60 to be reviewed within 12 months and every 24 months thereafter.

AYES: Directors Hinman, Hansen, Sulik, Shaw, and Boston

NOES: None

ABSENT: None

Motion passes 5-0

DISTRICT
ENGINEERING
SERVICES
AGREEMENT –
AMENDMENT 1
(Item 12.b.)

Consultant Sami Kader reported in July 2020, Water Works Engineers was contracted on a time and materials contract, not to exceed \$150,000 to perform District Engineering services. That Agreement contemplated a need from the District of approximately 60-70 hours per month of District Engineering support. As we approached the later part of 2020, the need for District Engineering support increased, with approximately 150-170 hours being spent per month on District Engineering tasks. This increased level of effort and expenditure is associated with a significant increase in contemplated scope.

Manager Lando indicated staff recommends extending District Engineering services at the current level of service. It was moved by Director Hinman and seconded by Director Hansen to authorize approval of Amendment 1 and direct Staff to increase Water Works Engineers contract not-to-exceed amount to \$450,000 for District Engineering Services

and extend the duration of the contract through December 31, 2021 at the current level of service.

AYES: Directors Hinman, Hansen, Sulik, Shaw, and Boston
NOES: None
ABSENT: None

Motion passes 5-0

Staff reported directly after the 2018 Camp Fire, the Board voted for the benefit of the affected community to replace the actual cost to reconnect after discontinuing water service with a maximum cost to reconnect of \$500 to expire March 31, 2021. To date, approximately 2,300 customers have disconnected their service.

A few factors were considered in developing the proposed revisions, which included the cost to maintain the District. Customers who have discontinued their service do not pay a share of costs associated with maintenance as customers that are paying a monthly service rate. Additionally, future planning is a factor. The policy currently allows a customer to disconnect and if they were to come back at some point in the future, retain their capacity. This means the District must reserve system capacity for an unknown number of customers and amount of water. As a result of new flow requirements, a pipeline extension or an upgrade to a particular pipeline may be necessary.

The policy revisions presented for consideration would state that when a customer disconnects, the District will not reserve capacity for the property. If a property owner desires to reactivate service, they would be subject to the fees, and policies and procedures for a new application for service, which would involve an engineering review and confirming the requirements and whether any upgrades to infrastructure are necessary.

If service is reactivated within three years of the date of discontinuance and an engineering review confirms there is sufficient system capacity to provide service, the applicant may resume service by paying the accrued monthly ready-to-serve fee equal to the number of months of disconnect plus an interest rate set to the prime rate of the District's Bank, plus 2%.

Board members further discussed the importance of a strong messaging campaign to communicate information to customers and suggested showing an example with a graphic.

Following discussion and opportunity for comment, it was moved by Director Hansen and seconded by Director Hinman to approve the proposed revisions to the current Discontinued Service Policy (Policy & Procedures Chapter 7.7.3).

AYES: Directors Hinman, Hansen, Sulik, Shaw, and Boston
NOES: None
ABSENT: None

Motion passes 5-0

The Customer Assistance Program (CAP) was created for low-income households in 2016 and provides a monthly \$10.00 service charge subsidy to the active rate for qualified applicants paid from the District's property tax revenue. The program is dependent on available tax revenue and offered on a first-come, first-serve basis so as not to exceed a total subsidy amount of \$189,960 annually.

CONTINUED -
DISTRICT
ENGINEERING
AGREEMENT –
AMENDMENT 1

REVISION TO
POLICY &
PROCEDURES,
CHAPTER 7.7.3
DISCONTINUED
SERVICE
(Item 12.c.)

REINSTATEMENT
OF CUSTOMER
ASSISTANCE
PROGRAM
APPROVED
(Item 12.d.)

CONTINUED –
REINSTATEMENT
OF CUSTOMER
ASSISTANCE
PROGRAM
APPROVED

Should the Board reinstate the program to qualified low-income customers beginning with the July 1, 2021 billing, the estimated annual cost of the program based on the previous 6% customer usage rate is \$32,400.

President Boston commented on the American Rescue Plan Act of 2021 on the federal level, and the Emergency Rental Assistance Program available to households impacted by the COVID-19 pandemic. Eligible households may receive assistance with arrears and/or prospective rent and utility bills. It is timely to consider reinstating the CAP Program and the District would be eligible as a recipient for those utility dollars by having a Customer Assistance Program in place.

It was moved by Director Hansen and seconded by Director Sulik to approve the proposed addition of section 7.10, Customer Assistance Program, to the District's Policy and Procedures Manual and reinstatement of the Customer Assistance Program to be effective on the July 2021 billing.

AYES: Directors Hinman, Hansen, Sulik, Shaw, and Boston

NOES: None

ABSENT: None

Motion passes 5-0

WATER ACCESS
INCENTIVE FOR
READY-TO-SERVE
RATE CUSTOMERS
(Item 12.e.)

Assistant District Manager Mickey Rich reported the proposed water access incentive would provide a billing mechanism that would allow an automatic trigger between ready-to-serve rate and active rate for residential and ¾" businesses based on water use. Property owners have unique situations that sometimes require access to water although their land may be vacant. Examples include water access to meet burn permit requirements and occasional maintenance and inspections.

These property owners continue to support a portion of system maintenance through their monthly ready-to-serve rate which is one-half the rate of an active customer who uses water. This proposal leverages our technology investments to allow the ready-to-serve rate customer to have access to water on their property in case they need it. If they use water, they will pay the same rate as an active customer without incurring additional \$20.00 seal or unseal fees.

It was moved by Director Shaw and seconded by Director Hansen to approve the water access incentive for the ready-to-serve rate.

AYES: Directors Hinman, Hansen, Sulik, Shaw, and Boston

NOES: None

ABSENT: None

Motion passes 5-0

DIRECTORS'
COMMENTS

Director Hinman: Expressed appreciation to Sami Kader, Colleen Boak and the entire Water Works Engineering team for all their work and support.

Director Sulik: Thanked employees for participating in the PID After-Action Report. The report pointed out some leadership difficulties and he would like to work on those areas as a board.

Director Boston: Commented she appreciated the board and staff working so hard on the strategic planning process last week. She was pleased with the openness of the board and the amount of work accomplished and looks forward to the next meeting to discuss the objectives and goals. The feedback staff provided to the consultant is appreciated.

There being no further business, it was moved by President Boston to adjourn the meeting. The regular meeting of the PID Board of Directors was adjourned at 8:42 p.m.

ADJOURNMENT
OF MEETING

Georgeanna Borrayo, Secretary

Shelby Boston, President

PENDING BOARD APPROVAL

MINUTES

SPECIAL MEETING
BOARD OF DIRECTORS
PARADISE IRRIGATION DISTRICT
MARCH 30, 2021

The special meeting of the Board of Directors of the Paradise Irrigation District was called to order at 9:00 a.m. by President Shelby Boston.

OPENING

BOARD MEMBERS PRESENT: Directors Alan Hinman, Marc Sulik, Brian Shaw, and President Shelby Boston

ROLL CALL

BOARD MEMBERS ABSENT: Vice President Dan Hansen

STAFF PRESENT: Interim District Manager Tom Lando, Assistant District Manager Mickey Rich, Finance & Accounting Manager Ross Gilb, and Secretary Georgeanna Borrayo

ALSO PRESENT: Participating remotely via Zoom: PID Legal Counsel Representative Dustin Cooper and members of the public

No public comments have been received pertaining to matters not scheduled on the agenda.

PUBLIC PARTICIPATION (Item 2)

Staff reported at the March 17, 2021 Board of Directors meeting, the board approved a change to Chapter 7.7.3 - Discontinued Service. Interim District Manager Tom Lando emphasized this amendment has not been implemented. The board hears the community's concerns about potential costly fees to reconnect their water service and is dedicated to presenting options that will cover the costs of the District but not create an obstacle to receiving water.

RECONSIDER REVISION TO POLICY & PROCEDURES, CHAPTER 7.7.3 DISCONTINUED SERVICE

Assistant District Manager Mickey Rich provided background information regarding the Disconnect Policy, reporting that pre-fire, the Policy stated a disconnected property does not receive maintenance and would pay for the cost to reconnect later based on actual cost, but retains paid capacity. Directly after the 2018 Camp Fire, the Board voted to temporarily amend the disconnect policy to include a maximum cost to reconnect of \$500 based on labor, equipment, and material cost to reconnect which would expire December 31, 2020. The Board extended the policy through March 31, 2021.

REFERRED TO AD HOC COMMITTEE FOR FURTHER REVIEW (Item 3.a.)

The Board approved a change to the policy on March 17, 2021, which has not gone into effect. The new policy language indicates a disconnected property does not retain capacity and is subject to the same policies, procedures, and costs as a new connect. The policy contains a "safety net" for three years from date of original disconnect that would allow a property owner to resume water service by paying the deferred ready-to-serve rate. This range would be \$21.49 for 1 month to a maximum of \$773.64 if a customer were disconnected for the entire 36-month period, plus interest, and an engineering review confirming there were no additional upgrades required to service the property.

Current PID customers by account type include approximately 25% actively using water, and 25% that are disconnected and do not pay a bill. The remaining 50% of customers

CONTINUED –
RECONSIDER
REVISION TO
POLICY &
PROCEDURES,
CHAPTER 7.7.3
DISCONTINUED
SERVICE

REFERRED TO AD
HOC COMMITTEE
FOR FURTHER
REVIEW

pay a ready-to-serve rate. Essentially, you have two classes of customers that are receiving the same service; they both have access to water but are not using the water. The way the current policy is set up, the rate payers are potentially subsidizing the non-rate payers.

Staff further commented on why the District is looking at a new disconnect policy, indicating factors include:

-Ensuring a fair cost of service for like levels of service.

-Relieving the rate payers from paying for maintenance for a parcel that does not want service.

-System Capacity Planning: Pre-fire, a 2" main that had system capacity to serve a certain number of residential customers may need more system capacity today, due to new State flow requirements.

PID staff discussed a recommendation that would eliminate the three-year safety net feature from the recent policy and would allow disconnected customers to retain what they have already paid into their capacity and only pay the difference in their purchased capacity fee, plus the actual costs to reconnect.

Following information presented by staff, Board members heard comments from members of the public regarding their concerns relating to the Discontinuance Policy and fairness to customers who have been supporting the District and paying the monthly standby fee. Feedback to improve future communications before implementing a new policy or providing future information on the water system recovery progress was also suggested.

Resident Cliff Jacobson suggested the possibility of an alternative. In the event a property owner chooses to discontinue service or cannot afford to pay the sealed rate at this time, perhaps the sealed meter rate could continue to accrue until it is equal to the fee that would be charged for a new connection. Once that amount is reached, the current property owner would not incur additional fees until the parcel was developed.

Following public comments and board discussion, President Boston recommended the Board extend the existing policy for an additional 90 days to allow ample time to provide messaging to customers. Providing a visual that shows the different paths for customers would be beneficial as well.

It was moved by Director Sulik and seconded by Director Shaw to extend the existing policy for 90 days and refer back to the Ad Hoc Customer Recovery Support Committee for additional review and consideration of the alternatives.

AYES: Directors Hinman, Sulik, Shaw, and Boston

NOES: None

ABSENT: Director Hansen

Motion passes 4-0

CLOSED SESSION
DISCUSSION
(Items 4.a. - 4.e.)

President Boston announced the Board will adjourn to closed session to discuss agenda items 4.a. through 4.e. As there were no comments, the Board adjourned to closed session at 10:00 a.m. to discuss the following:

4.a. REAL PROPERTY NEGOTIATIONS (California Government Code section 54956.8).

4.a. Continued:

Property subject to negotiations: PG&E Miocene Canal
District Negotiators: Minasian Law Firm and Tom Lando, Interim District Manager
Other Party: Pacific Gas & Electric Company
Under Negotiation: District negotiator will be given direction regarding price and terms relating to potential interest in real estate negotiations for the purchase of real property or interests in real property.

Closed Session Announcement: Direction has been given to the District Negotiators.

4.b. CONFERENCE WITH LABOR NEGOTIATORS: Conference with PID Labor Negotiator Emily LaMoe regarding Unrepresented Position, Interim District Manager (California Government Code section 54957.6).

Closed Session Announcement: Direction has been given to Labor Negotiator.

4.c. CONFERENCE WITH LABOR NEGOTIATORS: Conference with PID Labor Negotiator Representative Tom Lando regarding Unrepresented Position, Temporary Assistant District Manager (California Government Code section 54957.6).

Closed Session Announcement: Direction has been given to Labor Negotiator.

4.d. CONFERENCE WITH LABOR NEGOTIATORS: Conference with PID Labor Negotiator Representative Tom Lando regarding Unrepresented Position, Finance & Accounting Manager (California Government Code section 54957.6).

Closed Session Announcement: Direction has been given to Labor Negotiator.

4.e. CONFERENCE WITH LABOR NEGOTIATORS (Government Code section 54957.6):

PID Labor Negotiator Representative: Tom Lando, Interim District Manager
Employee Organization: Management Unit represented by Teamsters Local 137

Closed Session Announcement: Direction has been given to Labor Negotiator.

President Boston reconvened the special meeting at 10:45 a.m. and provided closed session announcement information regarding agenda items 4.a. through 4.e. as listed in italicized print under each closed session item above.

CONTINUED
CLOSED SESSION
DISCUSSION
(Items 4.a. - 4.e.)

RETURN TO OPEN
SESSION:
CLOSED SESSION
ANNOUNCEMENT

Interim District Manager Tom Lando reported that with Finance & Accounting Manager Ross Gilb's resignation effective April 7, 2021, it would be beneficial to consider a contract with Ross to provide finance and accounting assistance in the transition of a new staff member.

FINANCIAL
CONSULTING
SERVICES
(Item 5.b.)

It was moved by Director Hinman and seconded by Director Shaw to authorize a contract with Ross Gilb to provide financial consulting services in an amount to be decided through negotiations with Interim District Manager Tom Lando for a maximum 10 hours per week and for a maximum of 90 days and authorize the Interim District Manager to execute an agreement for this contact assignment.

CONTINUED –
FINANCIAL
CONSULTING
SERVICES
(Item 5.b.)
GENERAL FUND &
PAYROLL CHECK
SIGNERS
UPDATE TO
CHAPTER 13.3 OF
POLICY &
PROCEDURES

AYES: Directors Hinman, Sulik, Shaw, and Boston
NOES: None
ABSENT: Director Hansen
Motion passes 4-0

Finance & Accounting Manager Ross Gilb reported with recent changes in staffing, the District has experienced the need for greater flexibility in the individuals authorized to sign general fund and payroll checks. The recommended addition of the Assistant District Manager to the list of authorized individuals to sign general fund and payroll checks would meet this need while still allowing proper internal controls over cash expenditures.

It was moved by Director Hinman and seconded by Director Shaw to approve the proposed update to Chapter 13.3 Accounting and Finance, of the Paradise Irrigation District Policy & Procedures Manual.

AYES: Directors Hinman, Sulik, Shaw, and Boston
NOES: None
ABSENT: Director Hansen
Motion passes 4-0

PROPOSED
ORGANIZATIONAL
RESTRUCTURE –
MANAGEMENT
UNIT (Item 5.d.)

Interim District Manager Tom Lando indicated the proposed Side Agreement between PID and the PID Management Unit represented by Teamsters Local 137 would authorize the reorganization of the PID Management Unit, which would restructure the Assistant Engineer position to include supervisory responsibility of Water Treatment Plant (WTP) staff, so that Bill Taylor can move back into his former position as WTP Operations Supervisor. Other adjustments would include adding an Administrative Assistant position, removing the position of Information Systems Manager and hiring a IT consulting firm, removing a portion of the Office & Customer Service Manager work and hiring a consulting HR firm, and proposed title changes: Office & Customer Service Manager to Office Manager, and District Secretary to Executive Assistant.

Proposed agreements for the Executive Officer positions of District Manager & Assistant District Manager will be presented on the agenda for the regularly scheduled Board of Directors meeting on April 21, 2021 for review and consideration.

It was moved by Director Shaw and seconded by Director Sulik to authorize approval of the proposed Side Agreement between PID and the Management Unit represented by Teamsters Local 137 for reorganization of the PID Management Unit and authorize the Interim District Manager to execute the agreement on behalf of the District.

AYES: Directors Hinman, Sulik, Shaw, and Boston
NOES: None
ABSENT: Director Hansen
Motion passes 4-0

ADJOURNMENT

There being no further business, it was moved by President Boston to adjourn the meeting. The special meeting of the PID Board of Directors was adjourned at 10:51 p.m.

Georgeanna Borryo, Secretary

Shelby Boston, President

MINUTES
SPECIAL MEETING
BOARD OF DIRECTORS
PARADISE IRRIGATION DISTRICT
APRIL 12, 2021

The special meeting of the Board of Directors of the Paradise Irrigation District was called to order at 8:30 a.m. by President Shelby Boston. OPENING

BOARD MEMBERS PRESENT: Directors Alan Hinman, Marc Sulik, Vice-President Dan Hansen, and President Shelby Boston ROLL CALL

BOARD MEMBERS ABSENT: Director Brian Shaw

STAFF PRESENT: Interim District Manager Tom Lando, Assistant District Manager Mickey Rich, Finance & Accounting Manager Ross Gilb, and Secretary Georgeanna Borrayo

ALSO PRESENT: Rikki Shaffer – Shaffer Consulting

No public comments received pertaining to matters not scheduled on the agenda. PUBLIC PARTICIPATION

President Boston announced the Board will adjourn to closed session to discuss agenda item 3.a. As there were no comments, the Board adjourned to closed session at 8:31 a.m. to discuss the following: CLOSED SESSION:
CONFERENCE
WITH LABOR
NEGOTIATORS
(Item 3.a.)

CONFERENCE WITH LABOR NEGOTIATORS: Conference with PID Labor Negotiator Tom Lando regarding Unrepresented Position, Assistant District Manager (California Government Code section 54957.6).

President Boston reconvened the special meeting at 8:35 a.m. and announced direction has been given to labor negotiator. CLOSED SESSION
ANNOUNCEMENT

Strategic Business Planning Consultant Rikki Shaffer facilitated the planning session with the Board of Directors and PID Staff, reviewing priority items by category for discussion and development of the District's goals. STRATEGIC
BUSINESS
PLANNING
SESSION

Shaffer Consulting will prepare the Strategic Plan Report based on input from the planning workshop sessions for development of the District's vision, objectives, and goals and will present the Plan for review and updates. DEVELOPMENT
OF GOALS
(Item 4)

There being no further business, it was moved by President Boston to adjourn the meeting. The special meeting of the PID Board of Directors was adjourned at 11:30 a.m. ADJOURNMENT
OF MEETING
(Item 4)

Georgeanna Borrayo, Secretary

Shelby Boston, President



STATE OF CALIFORNIA
 Department of Water Resources
 P.O. Box 942836
 Sacramento, CA 94236-0001

Agenda Item 5.c. (Pages 19-22)
 Acceptance of DWR Invoice - Annual Dam Fee

INVOICE
Annual Dam Fee FY 21/22

PARADISE IRRIGATION DISTRICT
 ATTN: GENERAL MANAGER
 6332 CLARK ROAD
 PARADISE CA 95969-6332

Invoice No.: 1800140925
Date: 03/08/2021
Customer No.: 1034

Dam Number	Dam Name	Rate Category	Amount
73.000	Magalia	GENERAL RATE (NO CAS)	\$18,747.00
73.002	Paradise	GENERAL RATE (ONE CAS)	\$45,785.00
Total due:			\$64,532.00

For questions regarding payments, please contact DWR Accounting Office at (916)654-4922 or email adf@water.ca.gov.
 For questions regarding the fee, please contact Division of Safety of Dams at (916)565-7800.

REMIT SLIP

MAKE CHECK PAYABLE TO:
 Department of Water Resources
 DAM FEE
 P.O. Box 942836
 Sacramento, CA 94236-0001

Invoice No.: 1800140925
Date: 03/08/2021
Customer No.: 1034
Total due: \$64,532.00

Your Payment:

DEPARTMENT OF WATER RESOURCES

1416 NINTH STREET, P.O. BOX 942836
SACRAMENTO, CA 94236-0001
(916) 653-5791

MAR 25 2021
cc: Tom / Mickey



**Notice to Dam Owners
Division of Safety of Dams**

Ross
Bill Taylor

Notification of Annual Schedule of Fees – Effective July 1, 2021
California Dam Safety Program
March 23, 2021

The Department of Water Resources' Division of Safety of Dams (DSOD) is committed to its mission of protecting life and property from dam failures in California in the most cost-effective manner. The California Dam Safety Program (Program) is funded solely through annual fees and application filing fees. Annual fees are assessed and collected to cover the costs of the Program and are governed by section 6307 of the California Water Code.

Annual fees for the Fiscal Year (FY) 2021/22 billing cycle will be reduced by approximately 15 percent due to a one-time savings in operating expenses. However, please note that annual fees for the FY 2022/23 billing cycle are projected to return to FY 2020/21 rates plus adjustments, as necessary.

Enclosed is the FY 2021/22 Annual Schedule of Fees that will be used to issue billing invoices by April 30, 2021. Annual fees for FY 2021/22 are due July 1, 2021, and in accordance with Water Code section 6307, subdivision (b), penalties and interest may be imposed for fees received more than 30 days after the deadline.

If a paper invoice is not received by April 30, 2021, or to request an electronic copy of the invoice by email, contact Administrative Officer Marcelino Alcantar at (916) 565-7804 or at Marcelino.Alcantar@water.ca.gov by May 15, 2021, so that we may provide a duplicate invoice.

If you have any questions, please call Andrew J. Mangney, Chief of the Field Engineering Branch, at (916) 565-7800.

Sincerely,

Sharon K. Tapia

Sharon K. Tapia, Chief
Division of Safety of Dams

Enclosures

<i>Dam Fees</i>	
<i>for 04/01/2020</i>	
<i>Magalia Dam</i>	<i>\$22,100.00</i>
<i>Paradise Dam</i>	<i>\$54,141.00</i>
<i>Total</i>	<i>\$76,241.00</i>

DEPARTMENT OF WATER RESOURCES

1416 NINTH STREET, P.O. BOX 942836
 SACRAMENTO, CA 94236-0001
 (916) 653-5791



**CALIFORNIA DAM SAFETY PROGRAM
 ANNUAL SCHEDULE OF FEES
 FISCAL YEAR 2021/22**

Effective July 1, 2021

Beginning on July 1, 2020, section 315(a)(3) of Article 3, Chapter 1, Division 2, Title 23 of the California Code of Regulations (CCR) incorporates a Critical Appurtenant Structure (CAS) Fee into the Annual Schedule of Fees. The CAS Fee is a surcharge assessed on the Dam Fee, which is proportional to the size of the dam. Fifteen percent of the cost of the regulatory program is proportionally distributed through the CAS Fee to dam systems with CAS. The maximum number of CAS used in the assessment of the CAS Fee is capped at two (2) per dam, and it does not apply to dams classified as Low Hazard Potential, pursuant to section 315 of the CCR. Rates used in computing each of the fee components of the annual fees billed are rounded to the nearest dollar.

Annual Fee = Admin Fee + Dam Fee + CAS Fee, where

- Admin Fee = Flat Fee per dam
- Dam Fee = Dam Rate x Dam Height
- CAS Fee* = CAS Rate x Dam Fee (\$) x Number of CAS (not to exceed two), where the CAS Rate = 0.3883

*Note: The CAS Fee is calculated then rounded to the nearest dollar.

General Rate⁽¹⁾

Dams with no CAS or classified as Low Hazard Potential:

$$\text{Annual Fee (No CAS)} = \underbrace{\$858}_{\text{Admin Fee}} + \underbrace{\$201 \text{ per foot of height}}_{\text{Dam Fee}}$$

Dams with One (1), or Two (2) or more CAS:

$$\text{Annual Fee (CAS)} = \underbrace{\$858}_{\text{Admin Fee}} + \underbrace{\$201 \text{ per foot of height}}_{\text{Dam Fee}} + \underbrace{0.3883 \times \$201 \text{ per foot of height x 1 or 2 CAS as applicable}}_{\text{CAS Fee}}$$

DEPARTMENT OF WATER RESOURCES

1416 NINTH STREET, P.O. BOX 942836
 SACRAMENTO, CA 94236-0001
 (916) 653-5791



**CALIFORNIA DAM SAFETY PROGRAM
 ANNUAL SCHEDULE OF FEES
 FISCAL YEAR 2021/22**

Reduced Rate: Farm and Ranch or Small and Privately Owned Dams⁽²⁾

Dams with no CAS or classified as Low Hazard Potential:

$$\text{Annual Fee (No CAS)} = \underbrace{\$172}_{\text{Admin Fee}} + \underbrace{\$40 \text{ per foot of height}}_{\text{Dam Fee}}$$

Dams with One (1), or Two (2) or more CAS:

$$\text{Annual Fee (CAS)} = \underbrace{\$172}_{\text{Admin Fee}} + \underbrace{\$40 \text{ per foot of height}}_{\text{Dam Fee}} + \underbrace{0.3883 \times \$40 \text{ per foot of height} \times 1 \text{ or } 2 \text{ CAS as applicable}}_{\text{CAS Fee}}$$

Limited Rate: Inoperative Dams and Special Exclusion⁽³⁾

\$858 per dam under the General Rate
 \$172 per dam under the Reduced Rate

(1) Division 3, Part 1, Chapter 6, section 6307(a) of the California Water Code

(2) Division 3, Part 1, Chapter 6, sections 6307(e & f) of the California Water Code

(3) Division 3, Part 1, Chapter 6, section 6307(d) of the California Water Code and Title 23. Waters, section 316 of the California Code of Regulations



Paradise Irrigation District

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

Treasurer's Report – March 2021

1. **Cash Position** – At 03/31/2021 the District's total cash position was \$12,426,362.
2. **Debt Service Analysis**
 - a. Through 03/31/2021 the District has incurred debt service payments in the amount of \$813,805 for the current fiscal year. The remaining debt service payment of the fiscal year is due on 05/01/21 in the amount \$122,368.60. The total annual budgeted debt service is \$936,174.
 - b. The District's total outstanding debt is \$4,781,145.
 - i. IBank \$1,035,645
 - ii. Capital One \$1,766,000
 - iii. BB&T \$1,979,500

Operational Overview and Highlights – FY 2020/21

3. **Revenues**
 - a. Through 03/31/21 the District has processed approximately 2,200 customer requests to permanently disconnect services.
 - b. Through the latest billing date of 03/15/21 the District has returned approximately 2,520 customers to the active service rate through the current billing cycle based on clearing of the water quality advisory for the related property during the upcoming billing cycle.
 - c. The District is collecting fees for Interim Water Supply installation. Through 03/31/21, the District has processed 518 requests during the current fiscal year for Interim Water Supply and has collected \$284,531 in related fees.
 - d. The District is collecting service fees for Residential Fire Flow testing. Through 03/31/21, the District has processed 334 requests during the current fiscal year for Residential Fire Flow testing and has collected \$45,982 in related fees.
4. **Expenses**
 - a. Total operational and recovery related expenditures are within revised budgeted expectations for the fiscal year ending 06/30/21.



Paradise Irrigation District

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

5. Recovery Funding

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

1. FEMA Updates

- a. **Funds Received:** Through 03/31/21, the District has received a total of \$2,390,485 in FEMA/CalOES reimbursements primarily relating to costs incurred for emergency response efforts, water sampling, recovery project management, and donated resources from the date of the Camp Fire through 11/12/19.
- b. **B Reservoir:** On 01/21/21, the District received an initial request for information (RFI) from FEMA relating to the project version requested by the District to include the District's hazard mitigation efforts to replace the polymer lined reservoir with two steel tanks. The requested information was submitted to CalOES as of 03/02/21.
The District received an additional RFI on 04/05/21. Answers to questions posed in the RFI were submitted the following day on 04/06/21. Per the RFI, FEMA has informed the District that FEMA will notify CalOES of the disposition of the project within 90 following receipt of the additional information provided. The District is currently coordinating with APTIM, Water Works Engineers, FEMA, CalOES and staff members from Representative LaMalfa's and Senator Feinstein's offices to expedite this decision process.
- c. **Mainline Repair/Replacement:** In response to FEMA's determination memo regarding mainline leak repair, the District submitted an appeal letter to CalOES for review and approval on 01/08/21, which has since been reviewed and approved by CalOES, and forwarded to FEMA on behalf of PID. In the meantime, the District has completed the leak detection program and has provided an interim report on the results to support the appeal letter.

2. Insurance Meter Replacement Claim

- a. The District received an initial analysis from insurance regarding the claim that was submitted. The substantiated amount based on this analysis varied from the amount of the District's submitted claim. Additional coordination is currently underway to resolve the variance.
The District has received \$2,031,669 in reimbursements related to the claim as of 03/31/21. Additional reimbursements were received on 04/02/21 in the amount of \$350,000. Further reimbursement requests have been finalized totaling \$3,059,741.

3. Additional Supplemental Appropriations for Disaster Relief (ASADRA)

- a. The District submitted the application package by the due date of January 31, 2021. This included the Almond Street Pipeline replacement project and the local share of currently obligated FEMA permanent work projects, including the service lateral replacement, main line repair/replacement, meter replacement and B Reservoir projects. The total funding request included in the application is \$7,039,562.
- b. The District is working with the Water Board to resolve questions and provide additional supporting documentation relating to initial review of the application package.

Paradise Irrigation District
 March 31, 2021
 Financial Summary

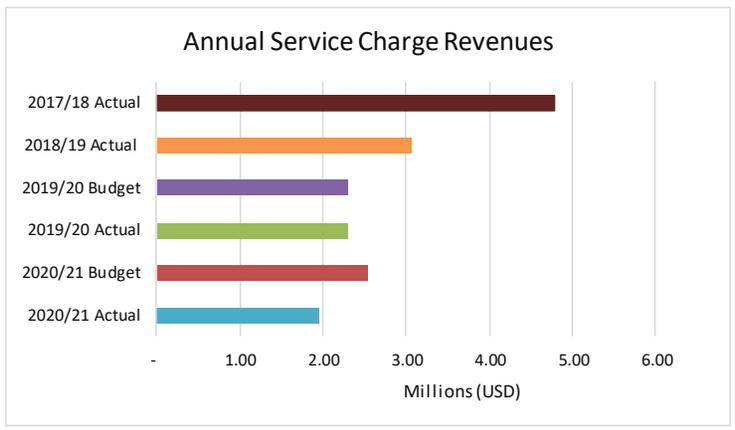
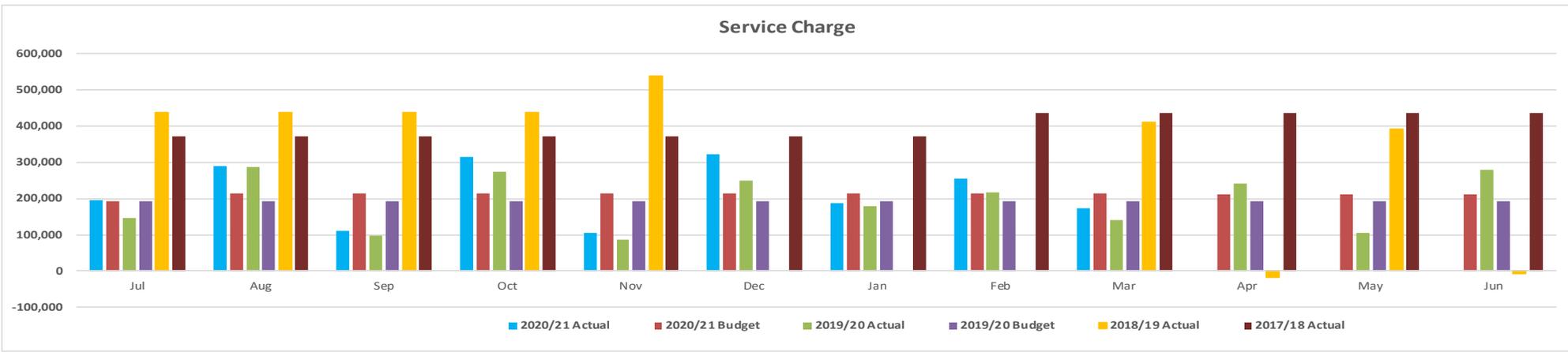
	2018/19 Actual	2019/20 Budget Update	2019/20 Actual	2020/21 Budget	2020/21 Budget Update	2020/21 Actual
REVENUES:						
Water Sales	5,365,105	2,301,554	2,311,794	2,759,004	2,534,844	1,951,169
Outside Water Sales	68,689	100,000	105,338	100,000	100,000	115,740
Other	652,634	1,019,240	1,060,600	646,160	616,160	488,774
Interest	12,760	60,000	93,111	60,000	60,000	73,655
Taxes - 1%	286,826	300,000	380,185	250,000	250,000	354,959
FMV Gain/Loss - Securities	1,031	-	(427)	-	-	(319)
Grant Rev	-	25,500	25,500	-	25,000	24,777
Inc-Save-A-Can/Buy-A-Fish	747	-	-	-	-	-
Inc-Capacity Fees	35,008	13,000	16,252	-	150,000	150,403
Revenue - PFD	73,308	50,000	54,372	50,000	50,000	51,550
Total Revenue	6,496,107	3,869,294	4,046,725	3,865,164	3,786,004	3,210,707
EXPENDITURES:						
Operating	4,990,364	6,051,705	5,260,887	6,170,790	6,140,640	3,917,165
Pipeline	290,729	-	-	-	-	-
Debt Service	609,108	841,723	841,723	841,845	936,174	813,805
PFD	8,414	-	34,043	-	-	57,704
Total Expenditures	5,898,615	6,893,427	6,136,653	7,012,635	7,076,814	4,788,674
Increase/(Decrease) in Cash before Recovery, Debt Proceeds, and Capital Improvements	597,493	(3,024,133)	(2,089,927)	(3,147,471)	(3,290,810)	(1,577,966)
Debt Proceeds	-	-	76,922	-	-	-
Increase/(Decrease) in Cash before Recovery and Capital Improvements	597,493	(3,024,133)	(2,013,005)	(3,147,471)	(3,290,810)	(1,577,966)
FEMA Reimbursements	1,217,402	2,625,000	159,961	3,386,630	3,386,630	2,390,485
Insurance Proceeds	1,350,000	4,080,000	4,084,707	5,000,000	5,000,000	2,031,669
State Funding	-	7,374,000	7,374,330	7,374,000	7,374,000	7,374,330
PGE Locating Reimbursements	-	150,000	-	300,000	300,000	59,627
Cash Available for Recovery/Capital Projects	2,567,402	14,229,000	11,618,998	16,060,630	16,060,630	11,856,111
Cash Available for Recovery/Capital Projects	3,164,895	11,204,867	9,605,993	12,913,159	12,769,820	10,278,144
Major Capital/Recovery Projects	(2,378,529)	(6,450,000)	(6,414,054)	(10,531,148)	(10,620,272)	(4,808,845)
Minor Capital Projects	-	-	-	(649,541)	(649,541)	(278,673)
Increase/(Decrease) in Cash	786,365	4,754,867	3,191,938	1,732,470	1,500,007	5,190,626
Beginning Cash Balance	3,257,432	4,043,797	4,043,797	7,235,736	7,235,736	7,235,736
Ending Cash Balance	4,043,797	8,798,664	7,235,736	8,968,205	8,735,743	12,426,362

Paradise Irrigation District
 March 31, 2021
 Revenue Summary

	FY 2017/18 Actual	FY 2018/19 Actual	FY 2019/20 Estimate Update	FY 2019/20 Actual	FY 2020/21 Estimate	FY 2020/21 Estimate Update	FY 2021/21 Actual
<u>General Fund/Operating</u>							
Water - Service	4,871,781	3,755,354	2,295,054	2,303,549	2,534,844	2,534,844	1,951,073
Water - Consumption	3,070,573	1,587,485	-	(918)	224,160	-	(44)
Water - Fees & Adjustments	49,298	22,266	6,500	9,164	-	-	140
Outside Water Sales	115,728	68,689	100,000	105,338	100,000	100,000	115,740
Meter Revenue	15,225	265,156	861,300	868,678	510,300	510,300	326,158
Recreation & Boating Permits	39,789	22,778	10,000	17,508	-	-	165
Backflow Check	10,960	20,527	4,000	560	80,000	-	-
Rents	15,740	9,392	15,180	15,496	24,180	24,180	16,120
Revenue - Surplus Property	17,481	273,233	-	-	-	-	-
Escrow Fees	-	-	5,000	-	-	-	-
Annexation	546	-	-	-	-	-	-
Custom Work/PFD Reimbursement	200,000	15,125	123,760	83,973	31,680	81,680	86,873
Misc	30,602	46,424	-	74,386	-	-	59,458
Total Operating Income	8,437,722	6,086,428	3,420,794	3,477,732	3,505,164	3,251,004	2,555,683
<u>Special Revenue Fund</u>							
Capital Improvement Program							
Taxes - 1%	271,960	286,826	300,000	380,185	250,000	250,000	354,959
\$1 Surcharge for Capital Projects	-	-	-	-	-	-	-
Interest	11,326	12,760	60,000	93,111	60,000	60,000	73,655
FMV Gain/Loss - Securities	(514)	1,031	-	(427)	-	-	(319)
Inc-Capacity Fees	39,414	35,008	13,000	16,252	-	150,000	150,403
Grant	-	-	25,500	25,500	-	25,000	24,777
Inc-Save-A-Can/Buy-A-Fish	8,351	747	-	-	-	-	-
Total Capital Improvement	330,538	336,371	398,500	514,621	310,000	485,000	603,475
<u>Debt Service Fund</u>							
Inc-Assessment Res (PID Share)	1,756	-	-	-	-	-	-
Total Debt Service	1,756	-	-	-	-	-	-
<u>Recovery Proceeds</u>							
State Backfill Funding	-	-	7,374,000	7,374,330	7,374,000	7,374,000	7,374,330
FEMA Reimbursements	-	1,217,402	2,625,000	159,961	3,386,630	3,386,630	2,390,485
Insurance Proceeds	-	1,350,000	4,080,000	4,084,707	5,000,000	5,000,000	2,031,669
PGE Locating Reimbursements	-	-	150,000	-	300,000	300,000	59,627
Total Recovery Proceeds	-	2,567,402	14,229,000	11,618,998	16,060,630	16,060,630	11,856,111
<u>PFD</u>							
Revenue - PFD	124,037	73,308	50,000	54,372	50,000	50,000	51,550
PFD - Interest Income	-	-	-	-	-	-	-
Total PFD	124,037	73,308	50,000	54,372	50,000	50,000	51,550
Total Revenue	8,894,053	9,063,509	18,098,294	15,665,723	19,925,794	19,846,634	15,066,818

Paradise Irrigation District
March 31, 2021
Water Revenue

Service Charge													
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Year to Date Totals
2020/21 Actual	193,719.64	290,783.01	109,841.02	315,358.63	106,350.15	321,169.01	185,907.59	254,983.03	172,960.84	-	-	-	1,951,072.92
2020/21 Budget	191,230.75	214,130.75	213,915.75	213,700.75	213,485.75	213,270.75	213,055.75	212,840.75	212,625.75	212,410.75	212,195.75	211,980.75	2,534,844.00
2019/20 Actual	146,492.90	286,941.77	98,612.10	272,780.57	87,685.57	248,388.56	179,279.03	216,404.86	141,753.78	240,074.79	106,832.43	278,302.58	2,303,548.94
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
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



Paradise Irrigation District
 March 31, 2021
 Operational Expense Summary

	FY 2017/18 Actual	FY 2018/19 Actual	FY 2019/20 Estimate Update	FY 2019/20 Actual	FY 2020/21 Estimate	FY 2020/21 Estimate Update	FY 2020/21 Actual
Operational Summary							
Salary and Benefits	3,583,708	3,834,620	3,878,437	3,501,763	3,974,990	3,934,990	2,587,904
Materials and Supplies	641,180	568,531	1,112,100	960,611	1,043,400	1,043,400	602,687
Outside Services	442,291	216,443	612,120	412,974	597,150	657,000	374,143
Utilities	290,220	241,473	286,739	248,384	276,500	276,500	219,575
Insurance	111,642	107,607	144,909	137,155	241,750	191,750	121,133
Board	23,471	21,691	17,400	-	37,000	37,000	11,722
Total Operating Expense	5,092,511	4,990,364	6,051,705	5,260,887	6,170,790	6,140,640	3,917,165

	FY 2017/18 Actual	FY 2018/19 Actual	FY 2019/20 Estimate Update	FY 2019/20 Actual	FY 2020/21 Estimate	FY 2020/21 Estimate Update	FY 2020/21 Actual
Source of Supply							
Salary and Benefits	-	3,568	-	-	-	-	-
Materials and Supplies	55,247	29,461	26,500	-	30,000	30,000	2,589
Outside Services	9,138	3,926	177,070	77,476	173,000	173,000	82,385
Utilities	5,229	5,294	3,100	344	-	-	-
Insurance	492	-	-	-	-	-	-
Total Source and Supply	70,106	42,249	206,670	77,819	203,000	203,000	84,974
Security & Recreation							
Salary and Benefits	173,017	143,483	45,000	40,777	-	-	-
Materials and Supplies	1,494	554	4,200	-	-	-	-
Outside Services	1,427	1,925	4,350	36	-	-	-
Utilities	6,314	3,890	2,700	1,724	-	-	-
Insurance	1,530	-	1,565	1,500	-	-	-
Total Security & Recreation	183,781	149,851	57,815	44,036	-	-	-
Water Treatment							
Salary and Benefits	932,485	1,006,757	941,949	912,991	933,541	933,541	734,066
Materials and Supplies	183,223	196,599	231,900	180,761	251,100	251,100	69,911
Outside Services	23,262	29,931	71,250	45,341	69,000	69,000	36,672
Utilities	146,929	117,886	153,300	128,510	149,300	149,300	109,629
Insurance	12,168	-	17,740	17,000	25,500	25,500	17,500
Total Water Treatment	1,298,068	1,351,173	1,416,139	1,284,603	1,428,441	1,428,441	967,778
Transmission & Distribution							
Salary and Benefits	1,103,566	1,117,209	1,689,933	1,324,018	1,615,118	1,615,118	953,440
Materials and Supplies	191,972	168,200	614,500	595,674	541,500	541,500	405,968
Outside Services	21,988	18,567	34,900	35,038	34,750	51,750	40,761
Utilities	64,252	64,467	80,600	60,227	71,200	71,200	56,868
Insurance	9,876	-	26,778	26,000	45,000	45,000	31,000
Total Transmission and Distribution	1,391,655	1,368,444	2,446,712	2,040,957	2,307,568	2,324,568	1,488,038
Customer Service							
Salary and Benefits	453,206	467,799	341,606	272,357	331,826	331,826	185,652
Materials and Supplies	27	5,132	7,000	1,264	500	500	-
Outside Services	3,847	3,121	10,000	5,943	5,000	5,000	5,937
Insurance	3,687	-	11,936	11,500	18,750	18,750	12,900
Total Customer Service	460,766	476,051	370,542	291,064	356,076	356,076	204,490
Administration							
Salary and Benefits - Admin Staff	921,433	1,095,804	859,948	951,621	1,037,866	1,037,866	700,102
Salary and Benefits - Board	-	-	-	-	56,638	16,638	14,644
Materials and Supplies	209,216	168,585	228,000	182,912	220,300	220,300	124,219
Outside Services	382,630	158,974	314,550	249,141	315,400	358,250	208,387
Utilities	67,496	49,935	47,039	57,580	56,000	56,000	53,078
Insurance	83,889	107,607	86,890	81,155	152,500	102,500	59,733
Board Expenses	23,471	21,691	17,400	-	37,000	37,000	11,722
Total Administration	1,688,136	1,602,596	1,553,826	1,522,408	1,875,704	1,828,554	1,171,885

Paradise Irrigation District
 March 31, 2021
 Debt Service

Loan Name	FY 2016/17 Actual Total Payments	FY 2017/18 Actual Total Payments	FY 2018/19 Actual Total Payments	FY 2019/20 Estimated Total Payments	FY 2019/20 Actual Total Payments	FY 2020/21 Estimated Total Payments	FY 2020/21 Estimated Total Payments Update	FY 2020/21 Actual Total Payments
Davis Grunsky	182,743	-	-	-	-	-	-	-
2009 COP's	614,694	538,047	-	-	-	-	-	-
IBANK	130,276	130,240	130,202	-	-	-	-	-
2016 Private Placement (Refi)	243,426	244,874	148,325	246,002	246,002	246,258	340,587	218,218
2017 Private Placement (Refi)	-	75,192	330,580	595,721	595,721	595,587	595,587	595,587
New Debt	-	-	-	-	-	-	-	-
Total	1,171,139	988,353	609,108	841,723	841,723	841,845	936,174	813,805

Paradise Irrigation District
 March 31, 2021
 Recovery Related Expenditures

Recovery Expenditure Projection

- Supplies and services consist of construction costs associated with repair of the distribution system. FY 2020/21 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 mutual aid reimbursements, professional services, engineering fees, mutual aid support, legal fees, and public assistance consulting fees. Year to date actual expenditures include approximately:
 - Recovery Related Legal Fees \$ 117,500
 - Mutual Aid \$ 30,000
 - Project Management Costs \$ 1,165,000
 - Public Assistance Consulting Fees \$ 176,500
 - Leak Detection Services \$ 7,800
 - PG&E Locating Services \$ 271,000
 - After Action Report \$ 42,900
- Water sampling costs are estimated based on the number of water samples expected to be completed during FY 2020/21.

	FY 2018/19 Actual	FY 2019/20 Estimate	FY 2019/20 Estimate Update	FY 2019/20 Actual	FY 2020/21 Estimate	FY 2020/21 Estimate Update	FY 2020/21 Actual
<u>Materials and Supplies</u>							
Supplies and Services	714,209	750,000	2,500,000	2,222,142	8,531,148	7,990,272	2,910,709
<u>Outside Services</u>							
Professional Services/Engineering	1,309,242	2,425,000	3,450,000	3,790,370	1,500,000	2,480,000	1,810,744
Water Sampling	147,345	250,000	500,000	401,542	500,000	150,000	87,392
Totals	2,170,796	3,425,000	6,450,000	6,414,054	10,531,148	10,620,272	4,808,845

Paradise Irrigation District
 March 31, 2021
 Outstanding Contracts

Contracts	Project	Total Contract Price	Total Paid	Remaining
Wagner & Bonsignore	Water Rights Engineer	Open	100,436.61	Open
De Novo Planning Group	Water Rights Engineer	306,430.00	204,558.74	101,871.26
Genterra Consultants	Spillway Investigation	360,214.00	351,966.82	8,247.18
Genterra Consultants	Magalia Dam Piezometers Evaluation & Establishment of Threshold Limits	59,015.00	38,268.75	20,746.25
Genterra Consultants	Magalia Dam Interim Risk Reduction Measures & Long-term Repairs	114,558.00	53,749.29	60,808.71
Genterra Consultants	Fire Investigation and 19/20 Surveillance Reports	29,690.00	29,670.65	19.35
Water Works	NPDES Permit	158,906.00	108,086.95	50,819.05
Water Works	Project Management Services	3,700,000.00	3,325,834.87	374,165.13
Water Works	District Engineering Services	450,000.00	148,479.87	301,520.13
APTIM	Public Assistance Services	874,596.00	552,401.05	322,194.95
Firestorm	Arborist Services	26,880.00	10,210.00	16,670.00
Zenner USA	Meter Replacement Equipment	1,184,725.15	-	1,184,725.15
Sutton Enterprises	Service Lateral Replacement	4,282,452.50	4,173,053.70	109,398.80
Slate Geotechnical Consultants	Magalia Dam Engineering Study	395,319.00	-	395,319.00
Keith O'Brien	Safety and Operation Training Services	25,500.00	23,700.00	1,800.00
Constant and Associates	After-Action Report	42,850.00	42,850.00	-
TOTAL OUTSTANDING OBLIGATIONS			2,948,304.96	

Paradise Irrigation District
 March 31, 2021
 Monthly Investment Report of Transactions

	Beginning Balance 03/01/21	Interest Received	Gain / (Loss)	Transferred from Cash	Transferred to Cash	Ending Balance 03/31/21
LAI						
Regular	\$ 10,397,873.94	-	-	1,425,000.00	(625,000.00)	\$ 11,197,873.94
DWR Reserve Fund	\$ 272,063.28	-	-	-		\$ 272,063.28



Paradise Irrigation District

Expense Approval Report

By Vendor Name

Payment Dates 3/1/2021 - 3/31/2021

Payment Date	Payment Number	Description (Item)	Amount
Vendor: 01022 - ACWA/JPIA			
03/12/2021	56076	Dental	1,983.91
03/12/2021	56076	Life	523.19
03/12/2021	56076	Medical	40,691.44
03/12/2021	56076	EAP	69.02
03/12/2021	56076	Vision	586.09
Vendor 01022 - ACWA/JPIA Total:			43,853.65
Vendor: 02957 - Aflac			
03/05/2021	DFT0004565	Montly Aflac Invoice	276.06
03/19/2021	DFT0004605	Montly Aflac Invoice	276.06
Vendor 02957 - Aflac Total:			552.12
Vendor: 03066 - Airgas USA, LLC			
03/12/2021	56077	Welding Supplies	539.46
Vendor 03066 - Airgas USA, LLC Total:			539.46
Vendor: 03151 - Amber Palmer Counseling Center			
03/12/2021	56078	CIR Services	500.00
Vendor 03151 - Amber Palmer Counseling Center Total:			500.00
Vendor: 02847 - American Conservation & Billing Solutions			
03/12/2021	56079	AquaHawk Alerting	100.00
Vendor 02847 - American Conservation & Billing Solutions Total:			100.00
Vendor: 03090 - APTIM Environmental & Infrastructure LLC			
03/01/2021	56027	Job #18-F1 - HMGP	87.50
03/26/2021	56135	Job#18-F1 Public Assistance	15,026.25
Vendor 03090 - APTIM Environmental & Infrastructure LLC Total:			15,113.75
Vendor: 01068 - Aramark Uniform Services			
03/01/2021	56028	Uniforms-Shop	325.02
03/01/2021	56028	Uniforms-TP	120.61
03/05/2021	56055	Uniforms-Shop	274.84
03/05/2021	56055	Uniforms-TP	114.24
03/12/2021	56080	Uniforms-Shop	290.77
03/12/2021	56080	Uniforms-TP	169.69
03/18/2021	56112	Uniforms-Shop	287.23
03/18/2021	56112	Uniforms-TP	114.24
03/26/2021	56136	Uniforms-Shop	605.57
03/26/2021	56136	Uniforms-TP	114.24
Vendor 01068 - Aramark Uniform Services Total:			2,416.45
Vendor: 01082 - AT&T			
03/01/2021	56029	B Res A Tank Alarm	33.34
03/01/2021	56029	B Res A Tank Alarm	33.34
03/12/2021	56081	Phone Lines- Shop/TP/Office	730.20
Vendor 01082 - AT&T Total:			796.88
Vendor: 03016 - BB&T Governmental Finance			
03/22/2021	56133	Interest Charges	25,651.13
03/22/2021	56133	Principal	270,600.00
Vendor 03016 - BB&T Governmental Finance Total:			296,251.13
Vendor: 03071 - BC Laboratories, Inc.			
03/01/2021	56030	Job#18-F1 Surveillance Monitoring	390.00
03/01/2021	56030	Job#18-F1 Surveillance Monitoring	740.00
03/01/2021	56030	Job#18-F1 Surveillance Monitoring	1,195.00

Expense Approval Report

Payment Dates: 3/1/2021 - 3/31/2021

Payment Date	Payment Number	Description (Item)	Amount
03/01/2021	56030	Job#18-F1 Surveillance Monitoring	715.00
03/12/2021	56082	Job#18-F1 Water Sampling	585.00
03/12/2021	56082	Job#18-F1 Water Sampling	545.00
03/12/2021	56082	Job#18-F1 Surveillance Monitoring	1,065.00
03/12/2021	56082	Job#18-F1 Surveillance Monitoring	220.00
03/12/2021	56082	Job#18-F1 Surveillance Monitoring	390.00
03/12/2021	56082	Job#18-F1 Surveillance Monitoring	715.00
03/26/2021	56137	Job#18-F1 Surveillance Monitoring	1,195.00
03/26/2021	56137	Job#18-F1 Surveillance Monitoring	715.00
03/26/2021	56137	Job#18-F1 Surveillance Monitoring	285.00
03/26/2021	56137	Job#18-F1 Surveillance Monitoring	1,195.00
03/26/2021	56137	Job#18-F1 Surveillance Monitoring	740.00
03/26/2021	56137	Job#18-F1 Surveillance Monitoring	390.00
03/26/2021	56137	Job#18-F1 Surveillance Monitoring	1,195.00
			Vendor 03071 - BC Laboratories, Inc. Total:
			12,275.00
Vendor: 03098 - Berkeley Research Group, LLC			
03/05/2021	56056	Job#18-F1 Professional Services	7,237.65
			Vendor 03098 - Berkeley Research Group, LLC Total:
			7,237.65
Vendor: 03108 - Broad & Gusman			
03/01/2021	56031	Lobbyist Retainer	4,000.00
			Vendor 03108 - Broad & Gusman Total:
			4,000.00
Vendor: 01942 - Butte Co - Neal Rd Landfill			
03/01/2021	56032	Landfill Fees	102.33
			Vendor 01942 - Butte Co - Neal Rd Landfill Total:
			102.33
Vendor: 01126 - Butte County Clerk/Recorder			
03/26/2021	56138	Notary-5541 Schmale Ln	33.00
			Vendor 01126 - Butte County Clerk/Recorder Total:
			33.00
Vendor: 01128 - Butte County Elections Div			
03/18/2021	56113	November 3, 2020 General Election	10,325.30
			Vendor 01128 - Butte County Elections Div Total:
			10,325.30
Vendor: 01285 - Chico Immediate Care			
03/18/2021	56114	Physicals-DMV	200.00
			Vendor 01285 - Chico Immediate Care Total:
			200.00
Vendor: 03065 - Comcast Business			
03/18/2021	56115	Internet-Office	851.43
			Vendor 03065 - Comcast Business Total:
			851.43
Vendor: 01320 - Comcast			
03/12/2021	56083	Internet-Office	732.13
			Vendor 01320 - Comcast Total:
			732.13
Vendor: 02905 - COMP, Inc.			
03/12/2021	56084	Physicals/Pre-Employment	125.00
			Vendor 02905 - COMP, Inc. Total:
			125.00

Expense Approval Report

Payment Dates: 3/1/2021 - 3/31/2021

Payment Date	Payment Number	Description (Item)	Amount
Vendor: 01460 - Drug & Alcohol Testing Division			
03/05/2021	56057	Physicals-DMV & PreEmployment	86.00
Vendor 01460 - Drug & Alcohol Testing Division Total:			86.00
Vendor: 02888 - Elecsys International Corporation			
03/05/2021	56058	Misc Supplies-TP	10.00
Vendor 02888 - Elecsys International Corporation Total:			10.00
Vendor: 01480 - Employment Development Dept.			
03/04/2021	DFT0004559	State Income Tax Withholding	93.50
03/04/2021	DFT0004562	State Disability Withholding	30.39
03/05/2021	DFT0004581	State Income Tax Withholding	36.98
03/05/2021	DFT0004584	State Disability Withholding	4.34
03/08/2021	DFT0004572	State Income Tax Withholding	3,467.42
03/08/2021	DFT0004575	State Disability Withholding	1,070.13
03/08/2021	DFT0004590	State Income Tax Withholding	42.00
03/08/2021	DFT0004593	State Disability Withholding	22.74
03/11/2021	DFT0004599	State Income Tax Withholding	53.46
03/11/2021	DFT0004602	State Disability Withholding	8.98
03/22/2021	DFT0004612	State Income Tax Withholding	3,724.14
03/22/2021	DFT0004615	State Disability Withholding	1,061.97
Vendor 01480 - Employment Development Dept. Total:			9,616.05
Vendor: 01275 - Enterprise Record			
03/05/2021	56059	Public Notice	335.21
03/12/2021	56085	Public Notice	415.00
Vendor 01275 - Enterprise Record Total:			750.21
Vendor: 03037 - Erics North America, Inc.			
03/05/2021	56060	suction hose for valve truck	56.31
Vendor 03037 - Erics North America, Inc. Total:			56.31
Vendor: 01521 - Fastenal Co			
03/18/2021	56116	Construction & Maint Supplies	94.16
Vendor 01521 - Fastenal Co Total:			94.16
Vendor: 01527 - Ferguson Enterprises, Inc			
03/01/2021	56033	Tee - CI - 6' FL	233.81
03/01/2021	56033	Valve Gate - CI - 6' FL x MJ	2,123.59
03/01/2021	56033	Tee - CI - 6' FL	528.00
03/01/2021	56033	Reducer - CI - 6' x 4' FL	260.00
03/01/2021	56033	45 - CI - 6' MJ x FL	112.00
03/01/2021	56033	45 - CI - 4' MJ x FL	85.00
03/01/2021	56033	shut off tool	635.73
03/12/2021	56086	clow 850 hydrant	10,207.62
03/12/2021	56086	clow 860 hydrant	11,754.00
03/12/2021	56086	Repair Clamp 1"x 3"	571.08
03/12/2021	56086	FC Tap Clamp 4' x 12' x 2' 3.95-4.20 OD	714.00
03/12/2021	56086	FC Tap Clamp 4'x15'x2' 3.95-4.20 OD	774.00
03/12/2021	56086	FC Tap Clamp 5" x 12" x 2" 4.95-5.35 OD	885.71
03/12/2021	56086	FC Tap Clamp 12'x12'x2' 13.15-13.55 STD	792.00
03/12/2021	56086	FC Tap Clamp 8' x 12' x 2' 7.95-8.35 OD	876.00
03/12/2021	56086	shut off tool	336.18
Vendor 01527 - Ferguson Enterprises, Inc Total:			30,888.72
Vendor: 01528 - FGL Environmental			
03/01/2021	56034	Job#18-F1 Water Sampling	200.00
03/01/2021	56034	Job#18-F1 Waste Water Monitoring	24.00
03/01/2021	56034	Job#18-F1 Water Sampling	396.00

Expense Approval Report

Payment Dates: 3/1/2021 - 3/31/2021

Payment Date	Payment Number	Description (Item)	Amount
03/01/2021	56034	Job#18-F1 Water Sampling	52.00
03/05/2021	56061	Job#18-F1 Water Sampling	305.00
03/05/2021	56061	Job#18-F1 Water Sampling	88.00
03/05/2021	56061	Job#18-F1 Water Sampling	126.00
03/05/2021	56061	Job#18-F1 Water Sampling	88.00
03/18/2021	56117	Job#18-F1 Water Sampling	52.00
03/18/2021	56117	Job#18-F1 Water Sampling	88.00
03/18/2021	56117	Job#18-F1 Water Sampling	88.00
Vendor 01528 - FGL Environmental Total:			1,507.00
Vendor: 02945 - Fiserv Solutions, LLC			
03/18/2021	56118	Bank Charges 2021-02	12.05
Vendor 02945 - Fiserv Solutions, LLC Total:			12.05
Vendor: 01587 - Genterra Consultants, Inc.			
03/12/2021	56087	Dam Surveillance	2,970.00
03/12/2021	56087	Magalia Spillway Risk Reduction & Long Term Repair	737.50
Vendor 01587 - Genterra Consultants, Inc. Total:			3,707.50
Vendor: 01616 - Grainger Inc			
03/01/2021	56035	Equipment Repairs	55.75
03/01/2021	56035	Misc Supplies	5.53
03/26/2021	56139	Safety Supplies	254.40
Vendor 01616 - Grainger Inc Total:			315.68
Vendor: 01673 - Herc Rentals			
03/01/2021	56036	Equipment Rental	2,198.31
03/12/2021	56088	Equipment Rental	2,080.05
03/12/2021	56088	Equipment Rentals	2,171.16
03/18/2021	56119	Equipment Rentals	1,264.71
03/26/2021	56140	Equipment Rental	2,198.31
03/26/2021	56140	Equipment Rental	864.44
Vendor 01673 - Herc Rentals Total:			10,776.98
Vendor: 01688 - Home Depot Credit Services			
03/26/2021	56141	Construction & Maint Supplies	242.63
03/26/2021	56141	Construction & Maint Supplies	100.75
03/26/2021	56141	Small Hand Tools	198.35
Vendor 01688 - Home Depot Credit Services Total:			541.73
Vendor: 01705 - Hunt & Sons, Inc.			
03/05/2021	56062	200gals. unleaded gasoline	646.26
03/05/2021	56062	302gals. clear diesel	1,065.68
03/12/2021	56089	228gals. unleaded gasoline	782.21
03/18/2021	56120	180gals. unleaded gasoline	621.26
03/18/2021	56120	228gals. unleaded gasoline	821.80
03/18/2021	56120	490gals. clear diesel	1,867.61
03/18/2021	56120	345gals. dyed diesel	1,037.00
03/26/2021	56142	124gals. unleaded gasoline	437.51
03/26/2021	56142	78gals. clear diesel	294.87
Vendor 01705 - Hunt & Sons, Inc. Total:			7,574.20
Vendor: 01713 - I.B.E.W. Local Union 1245			
03/05/2021	56063	Union Dues	-44.00
03/05/2021	56063	Union Dues	843.67
03/05/2021	56063	Union Dues	31.77
03/05/2021	56063	Union Dues	-2.00
03/26/2021	56143	Union Dues	-42.00
03/26/2021	56143	Union Dues	811.90
Vendor 01713 - I.B.E.W. Local Union 1245 Total:			1,599.34
Vendor: 01716 - ICMA Retirement Trust-401			
03/01/2021	DFT0004556	Retirement - 401(a) Match	69.69
03/05/2021	DFT0004567	Retirement - 401(a) Match	1,901.87
03/05/2021	DFT0004587	Retirement - 401(a) Match	41.44

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Payment Date	Payment Number	Description (Item)	Amount
03/08/2021	DFT0004596	Retirement - 401(a) Match	20.59
03/19/2021	DFT0004607	Retirement - 401(a) Match	1,848.53
Vendor 01716 - ICMA Retirement Trust-401 Total:			3,882.12
Vendor: 01715 - ICMA Retirement Trust-457			
03/01/2021	DFT0004557	Retirement Trust - 457	69.69
03/01/2021	DFT0004558	Deferred Comp 457	209.08
03/05/2021	DFT0004568	Retirement Trust - 457	1,901.87
03/05/2021	DFT0004569	Deferred Comp 457	6,241.42
03/05/2021	DFT0004570	Retirement Trust - 457	752.39
03/05/2021	DFT0004571	Retirement Trust - 457	792.28
03/05/2021	DFT0004588	Retirement Trust - 457	41.44
03/05/2021	DFT0004589	Deferred Comp 457	124.33
03/08/2021	DFT0004597	Retirement Trust - 457	20.59
03/08/2021	DFT0004598	Deferred Comp 457	61.76
03/19/2021	DFT0004608	Retirement Trust - 457	1,848.53
03/19/2021	DFT0004609	Deferred Comp 457	6,081.32
03/19/2021	DFT0004610	Retirement Trust - 457	781.05
03/19/2021	DFT0004611	Retirement Trust - 457	792.28
Vendor 01715 - ICMA Retirement Trust-457 Total:			19,718.03
Vendor: 01722 - Infinisource Cobra Compliance			
03/26/2021	56144	Flexible Benefits	80.00
Vendor 01722 - Infinisource Cobra Compliance Total:			80.00
Vendor: 02807 - Infosend			
03/26/2021	56145	Postage	1,974.57
03/26/2021	56145	Postage	2,011.07
03/26/2021	56145	Postage	845.10
Vendor 02807 - Infosend Total:			4,830.74
Vendor: 01731 - Internal Revenue Service			
03/04/2021	DFT0004560	FICA Withholding	314.00
03/04/2021	DFT0004561	Fed Withholding	298.81
03/04/2021	DFT0004563	Medicare Withholding	73.44
03/05/2021	DFT0004582	FICA Withholding	44.82
03/05/2021	DFT0004583	Fed Withholding	79.52
03/05/2021	DFT0004585	Medicare Withholding	10.48
03/08/2021	DFT0004573	FICA Withholding	11,015.58
03/08/2021	DFT0004574	Fed Withholding	9,336.17
03/08/2021	DFT0004576	Medicare Withholding	2,576.26
03/08/2021	DFT0004591	FICA Withholding	235.00
03/08/2021	DFT0004592	Fed Withholding	141.95
03/08/2021	DFT0004594	Medicare Withholding	54.96
03/11/2021	DFT0004600	FICA Withholding	92.74
03/11/2021	DFT0004601	Fed Withholding	115.24
03/11/2021	DFT0004603	Medicare Withholding	21.70
03/22/2021	DFT0004613	FICA Withholding	10,931.14
03/22/2021	DFT0004614	Fed Withholding	11,213.24
03/22/2021	DFT0004616	Medicare Withholding	2,556.50
Vendor 01731 - Internal Revenue Service Total:			49,111.55
Vendor: 03057 - International Brotherhood of 137 TCWH			
03/05/2021	56064	Union Dues Teamsters	170.77
03/26/2021	56146	Union Dues Teamsters	170.77
Vendor 03057 - International Brotherhood of 137 TCWH Total:			341.54
Vendor: 01734 - J & M Boots			
03/01/2021	56037	Safety Supplies (CS)	250.00
Vendor 01734 - J & M Boots Total:			250.00
Vendor: 01790 - Knife River Construction			
03/12/2021	56090	Construction & Maint Supplies	1,061.88
Vendor 01790 - Knife River Construction Total:			1,061.88

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Payment Dates: 3/1/2021 - 3/31/2021

Payment Date	Payment Number	Description (Item)	Amount
Vendor: 01854 - Marathon Business Forms			
03/01/2021	56038	Non-Window Envelopes	378.89
			Vendor 01854 - Marathon Business Forms Total: 378.89
Vendor: 03132 - Mark Baker			
03/26/2021	56147	Landscaping	495.00
			Vendor 03132 - Mark Baker Total: 495.00
Vendor: 01905 - Minasian, Meith, Soares, Sexton & Cooper, LLP			
03/12/2021	56091	Legal	8,526.63
03/12/2021	56091	Job#18-F1 Legal	4,143.50
			Vendor 01905 - Minasian, Meith, Soares, Sexton & Cooper, LLP Total: 12,670.13
Vendor: 01908 - MJB Welding Supply			
03/18/2021	56122	regulator	90.64
			Vendor 01908 - MJB Welding Supply Total: 90.64
Vendor: 03045 - N.C.G.T. SECURITY FUND			
03/01/2021	56039	Health 2021-03	12,489.00
03/12/2021	56092	Health 2021-04	9,383.00
			Vendor 03045 - N.C.G.T. SECURITY FUND Total: 21,872.00
Vendor: 01960 - Normac			
03/01/2021	56040	backflow blankets	9,995.70
03/01/2021	56040	2" close galv nipple	22.59
03/01/2021	56040	1-1/4 x 3/4 galv bushing	170.27
03/01/2021	56040	2" close galv nipple	37.65
03/01/2021	56040	Union - Galvanized - 1-1/2"	136.60
03/01/2021	56040	Union - Galvanized - 1"	94.14
03/01/2021	56040	1-1/4 x 3/4 galv. bushing	283.79
03/01/2021	56040	1" galv tee	72.67
03/01/2021	56040	1" close galv nipple	63.28
03/01/2021	56040	1 x 4 galv nipple	75.08
03/01/2021	56040	inverted hose bib	164.41
03/26/2021	56148	1-1/4 x 3/4 galv. bushing	189.18
03/26/2021	56148	hose bib handle	56.09
03/26/2021	56148	1 x 3/4 galv reducer	184.51
03/26/2021	56148	1" galv cap	104.58
03/26/2021	56148	testcock	522.84
03/26/2021	56148	inverted hose bib	197.30
03/26/2021	56148	blank ball valve	251.51
03/26/2021	56148	port ball valve	315.05
03/26/2021	56148	backflow repair kit	2,359.50
03/26/2021	56148	1" galv tee	77.22
03/26/2021	56148	1" galv 90	52.55
03/26/2021	56148	1" x 30" galv nipple	474.26
03/26/2021	56148	1/8" test cock	313.71
			Vendor 01960 - Normac Total: 16,214.48
Vendor: 01977 - North Valley Barricade			
03/01/2021	56041	Safety Supplies	955.10
			Vendor 01977 - North Valley Barricade Total: 955.10
Vendor: 01980 - Northern Recycling & Waste Svcs			
03/12/2021	56093	Job#18-F1 Debris Storage	160.00
03/12/2021	56093	Trash Service-TP	49.91
03/12/2021	56093	Trash Service-Shop	170.12
03/12/2021	56093	Trash Service-Office	56.74
			Vendor 01980 - Northern Recycling & Waste Svcs Total: 436.77
Vendor: 01967 - Northern Safety			
03/12/2021	56094	Safety Supplies	128.70
			Vendor 01967 - Northern Safety Total: 128.70
Vendor: 01950 - Northstate Aggregate, Inc.			
03/05/2021	56065	Construction & Maint Supplies	471.43

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Payment Dates: 3/1/2021 - 3/31/2021

Payment Date	Payment Number	Description (Item)	Amount
03/05/2021	56065	Construction & Maint Supplies	468.67
03/05/2021	56065	Construction & Maint Supplies	878.94
03/05/2021	56065	Construction & Maint Supplies	449.74
03/05/2021	56065	Construction & Maint Supplies	450.29
Vendor 01950 - Northstate Aggregate, Inc. Total:			2,719.07
Vendor: 01991 - O'Brien, Keith			
03/05/2021	56066	Misc Professional Services	8,000.00
Vendor 01991 - O'Brien, Keith Total:			8,000.00
Vendor: 01995 - Office Depot			
03/12/2021	56095	Office Supplies	258.54
03/26/2021	56149	Office Supplies	155.60
03/26/2021	56149	Office Supplies	414.36
Vendor 01995 - Office Depot Total:			828.50
Vendor: 01538 - O'Reilly Auto Parts			
03/01/2021	56042	Equipment Repairs #14	69.29
03/05/2021	56067	Equipment Repairs #24	63.45
03/12/2021	56096	Gas/Fuel/Oil	309.54
03/12/2021	56096	Equipment Repairs	43.36
03/12/2021	56096	Equipment Repairs	13.90
03/12/2021	56096	Equipment Repairs #19	73.22
03/12/2021	56096	Equipment Repairs #19	302.52
Vendor 01538 - O'Reilly Auto Parts Total:			875.28
Vendor: 02030 - Pace Supply			
03/01/2021	56043	clow 850 residential hydrant	6,367.98
03/01/2021	56043	G5 Grade Ring - 1.5'	391.53
03/01/2021	56043	G5 Grade Ring - 2'	636.84
03/05/2021	56068	Angle Stop - Serv Brass - 1 ' Comp	1,293.00
03/18/2021	56123	repair kit rod	723.14
03/18/2021	56123	hydrant repair kit	834.59
03/18/2021	56123	Adaptor - Serv Brass - 2 ' MIP x Comp	961.22
Vendor 02030 - Pace Supply Total:			11,208.30
Vendor: 02081 - Pacific Gas & Electric Company			
03/12/2021	56097	Geppetto North	24.65
03/12/2021	56097	Paradise Dam	39.84
03/12/2021	56097	Mag Res Filtration Plant	13,987.25
03/12/2021	56097	Moore Rd - Gas	17.05
03/12/2021	56097	Tank Res A	20.71
03/12/2021	56097	Moore Rd - Electric	1,612.11
03/12/2021	56097	Tank Res C	22.70
03/12/2021	56097	Tank Res E	22.39
03/12/2021	56097	Tank Res D	19.22
03/12/2021	56097	Shop-Gas	432.23
03/12/2021	56097	Pumping Station - Electric	43.89
03/12/2021	56097	Office - Electric	2,323.59
03/12/2021	56097	Office- Gas	447.88
03/26/2021	56150	(6) Locations- MS	7.84
Vendor 02081 - Pacific Gas & Electric Company Total:			19,021.35
Vendor: 02061 - PBM Supply & Mfg			
03/01/2021	56044	repair parts for valve truck	125.95
03/01/2021	56044	suction hose	116.28
03/01/2021	56044	Return Invoice 889512	-116.28
03/12/2021	56098	repair parts for unit 24	76.40
Vendor 02061 - PBM Supply & Mfg Total:			202.35
Vendor: 02070 - Peterson			
03/01/2021	56045	repair generator	708.34
03/26/2021	56151	cat float tractor	97,102.49

Expense Approval Report

Payment Dates: 3/1/2021 - 3/31/2021

Payment Date	Payment Number	Description (Item)	Amount
03/26/2021	56151	cat backhoe	106,327.02
03/26/2021	56151	12" backhoe bucket	1,508.20
Vendor 02070 - Peterson Total:			205,646.05
Vendor: 02090 - Pitney Bowes Global Financial Services LLC			
03/12/2021	56099	Postage-Meter	547.12
03/18/2021	56124	Office Supplies	183.38
Vendor 02090 - Pitney Bowes Global Financial Services LLC Total:			730.50
Vendor: 03048 - Plan B Professional Answering Service			
03/12/2021	56100	Job#18-F1 Answering Services	130.00
Vendor 03048 - Plan B Professional Answering Service Total:			130.00
Vendor: 03096 - Rankin Stock Heaberlin Oneal			
03/05/2021	56069	Legal	513.00
Vendor 03096 - Rankin Stock Heaberlin Oneal Total:			513.00
Vendor: 03086 - RDO Equipment Co.			
03/12/2021	56101	repair parts for vac unit	370.59
Vendor 03086 - RDO Equipment Co. Total:			370.59
Vendor: 03070 - Reed Smith LLP			
03/18/2021	56125	Job #18-F1 Professional Services	5,885.10
Vendor 03070 - Reed Smith LLP Total:			5,885.10
Vendor: 02057 - Riebes Auto Parts			
03/05/2021	56070	Equipment Repairs #24	135.42
03/05/2021	56070	Small Hand Tools	10.42
03/05/2021	56070	Small Hand Tools	61.95
03/12/2021	56102	Equipment Fuel/Oil #24	26.25
03/12/2021	56102	Equipment Repairs #27	47.31
Vendor 02057 - Riebes Auto Parts Total:			281.35
Vendor: 02265 - Skyway Towing			
03/18/2021	56126	Hit & Run Accident #10	345.00
Vendor 02265 - Skyway Towing Total:			345.00
Vendor: 02277 - Sounds By Dave			
03/12/2021	56103	Board Room - Equipment	6,552.94
Vendor 02277 - Sounds By Dave Total:			6,552.94
Vendor: 02292 - Standard Insurance Company			
03/05/2021	56071	Long Term Disability	875.69
Vendor 02292 - Standard Insurance Company Total:			875.69
Vendor: 02293 - Stanley Convergent Security Solutions			
03/12/2021	56104	Building Security-TP	112.74
Vendor 02293 - Stanley Convergent Security Solutions Total:			112.74
Vendor: 03061 - Sterling Health Services, Inc DBA			
03/05/2021	DFT0004566	HSA Contribution	67.30
03/19/2021	DFT0004606	HSA Contribution	67.30
Vendor 03061 - Sterling Health Services, Inc DBA Total:			134.60
Vendor: 03088 - Sutton Enterprises and Bank of Stockton			
03/26/2021	56152	Job#18-F1 Service Lateral Replacement	178,200.57
Vendor 03088 - Sutton Enterprises and Bank of Stockton Total:			178,200.57
Vendor: 03134 - Teresa Contreras			
03/05/2021	56072	Janitorial Services-Main Office	684.00
03/05/2021	56072	Janitorial Services-Shop	494.00
03/05/2021	56072	Janitorial Services-TP	456.00
Vendor 03134 - Teresa Contreras Total:			1,634.00
Vendor: 02808 - The UPS Store			
03/26/2021	56153	Miscellaneous	293.01
03/26/2021	56153	Miscellaneous	190.15
03/26/2021	56153	Miscellaneous	69.92

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Payment Dates: 3/1/2021 - 3/31/2021

Payment Date	Payment Number	Description (Item)	Amount
03/26/2021	56153	Miscellaneous	96.98
03/26/2021	56153	Miscellaneous	426.45
03/26/2021	56153	Miscellaneous	91.75
03/26/2021	56153	Equipment Repairs	127.49
03/26/2021	56153	Miscellaneous	11.37
Vendor 02808 - The UPS Store Total:			1,307.12
Vendor: 02362 - Thomas Ace Hardware			
03/01/2021	56046	Equipment Repairs	129.29
03/05/2021	56073	Construction & Maint Supplies	98.06
03/05/2021	56073	Construction & Maint Supplies	0.68
03/05/2021	56073	Construction & Maint Supplies	6.43
03/05/2021	56073	Construction & Maint Supplies	207.91
03/05/2021	56073	Construction & Maint Supplies	64.11
03/12/2021	56105	Equipment Repairs #24	47.97
03/12/2021	56105	Equipment Repairs #24	6.21
03/12/2021	56105	Janitorial Supplies	55.24
03/18/2021	56127	Construction & Maint Supplies	238.17
03/26/2021	56154	Misc Supplies	24.02
03/26/2021	56154	Misc Supplies	43.79
03/26/2021	56154	Misc Supplies	5.68
03/26/2021	56154	Construction & Maint Supplies	631.13
03/26/2021	56154	Construction & Maint Supplies	231.34
03/26/2021	56154	Misc Supplies	24.22
Vendor 02362 - Thomas Ace Hardware Total:			1,814.25
Vendor: 02394 - Tyler Technologies, Inc.			
03/12/2021	56106	Maintenance 2021/04-2021/06	5,937.44
Vendor 02394 - Tyler Technologies, Inc. Total:			5,937.44
Vendor: 02681 - Univar USA, Inc.			
03/18/2021	56128	Sodium Bisulfite	1,390.09
Vendor 02681 - Univar USA, Inc. Total:			1,390.09
Vendor: 02824 - US Bank Corporate Payment System			
03/01/2021	56047	Construction & Maint Supplies	22.10
03/01/2021	56047	Small Hand Tools	174.69
03/01/2021	56047	Office Supplies	139.95
03/01/2021	56047	Office Supplies	17.88
03/01/2021	56047	Office Supplies	10.74
03/01/2021	56047	Office Supplies	103.44
03/01/2021	56047	Public Notice	65.96
03/01/2021	56047	Training	330.00
03/01/2021	56047	Recording Fee- SI-100	25.00
03/01/2021	56047	Training	490.00
03/01/2021	56047	Office Supplies	113.14
03/01/2021	56047	Office Supplies	38.00
03/01/2021	56047	Office Supplies	49.25
03/01/2021	56047	Misc Supplies	36.32
03/01/2021	56047	Small Hand Tools	21.42
03/01/2021	56047	Misc Supplies	73.67
03/01/2021	56047	Monthly Charges	69.00
03/01/2021	56047	Monthly Charges	12.99
03/01/2021	56047	Monthly Charges	19.99
03/01/2021	56047	Office Equipment	9.73
03/01/2021	56047	Office Equipment	59.50
03/01/2021	56047	Office Equipment	18.31
03/01/2021	56047	Office Supplies	252.00
03/01/2021	56047	Monthly Charges	29.99
03/01/2021	56047	Monthly Charges	18.17
03/01/2021	56047	Office Equipment	491.67
03/01/2021	56047	Office Equipment	14.99
03/01/2021	56047	Monthly Charges	19.98

Expense Approval Report

Payment Dates: 3/1/2021 - 3/31/2021

Payment Date	Payment Number	Description (Item)	Amount
03/01/2021	56047	Monthly Charges	13.99
03/01/2021	56047	Monthly Charges	12.99
03/01/2021	56047	Monthly Charges	14.98
03/01/2021	56047	Office Equipment	21.64
03/01/2021	56047	Monthly Charges	69.00
Vendor 02824 - US Bank Corporate Payment System Total:			2,860.48
Vendor: 02686 - USA Blue Book			
03/12/2021	56107	Construction & Maint Supplies	1,439.58
03/12/2021	56107	Construction & Maint Supplies	-1,239.77
Vendor 02686 - USA Blue Book Total:			199.81
Vendor: 03104 - UtiliQuest			
03/18/2021	56129	Job#18-F1 Locating Services	16,717.24
Vendor 03104 - UtiliQuest Total:			16,717.24
Vendor: 02703 - Verizon Wireless			
03/05/2021	56074	Mobile Phones	1,827.53
Vendor 02703 - Verizon Wireless Total:			1,827.53
Vendor: 02712 - VistaNet inc.			
03/01/2021	56050	Veeam Annual Software Support	910.80
03/01/2021	56050	Vsphere Essential Renewal	1,158.00
03/05/2021	56075	Equipment Maint-Office	239.00
03/18/2021	56130	Equipment Maint-Office	82.50
Vendor 02712 - VistaNet inc. Total:			2,390.30
Vendor: 03002 - Water Works Engineers			
03/01/2021	56051	Job#18-F1 Disaster Recovery Management Services	132,254.78
03/01/2021	56051	District Engineering Services	28,896.55
03/18/2021	56131	Job#18-F1 Disaster Recovery Management Services	81,309.84
03/26/2021	56155	District Engineering Services	28,108.39
Vendor 03002 - Water Works Engineers Total:			270,569.56
Vendor: 02747 - Wienhoff & Associates, Inc.			
03/26/2021	56156	Physicals- DMV & Pre-Employment	160.00
Vendor 02747 - Wienhoff & Associates, Inc. Total:			160.00
Grand Total:			1,345,499.58

Paradise Irrigation District

Detail of Disbursements Report

Check Numbers 56027 - 56156

Check#	Date	Vendor/Employee	Amount	% of Total Monthly Disbursements
56133	03/22/2021	BB&T Governmental Finance	296,251.13	22.02%
56151	03/26/2021	Peterson	204,937.71	15.23%
56152	03/26/2021	Sutton Enterprises and Bank of Stockton	178,200.57	13.24%
56051	03/01/2021	Water Works Engineers	161,151.33	11.98%
56131	03/18/2021	Water Works Engineers	81,309.84	6.04%
56076	03/12/2021	ACWA/JPIA	43,853.65	3.26%
56155	03/26/2021	Water Works Engineers	28,108.39	2.09%
56086	03/12/2021	Ferguson Enterprises, Inc	26,910.59	2.00%
56097	03/12/2021	Pacific Gas & Electric Company	19,013.51	1.41%
56129	03/18/2021	UtiliQuest	16,717.24	1.24%
56135	03/26/2021	APTIM Environmental & Infrastructure LLC	15,026.25	1.12%
56091	03/12/2021	Minasian, Meith, Soares, Sexton & Cooper, LLP	12,670.13	0.94%
56039	03/01/2021	N.C.G.T. SECURITY FUND	12,489.00	0.93%
DFT0004614	03/22/2021	Internal Revenue Service	11,213.24	0.83%
56040	03/01/2021	Normac	11,116.18	0.83%
DFT0004573	03/08/2021	Internal Revenue Service	11,015.58	0.82%
DFT0004613	03/22/2021	Internal Revenue Service	10,931.14	0.81%
56113	03/18/2021	Butte County Elections Div	10,325.30	0.77%
56092	03/12/2021	N.C.G.T. SECURITY FUND	9,383.00	0.70%
DFT0004574	03/08/2021	Internal Revenue Service	9,336.17	0.69%
56066	03/05/2021	O'Brien, Keith	8,000.00	0.59%
56043	03/01/2021	Pace Supply	7,396.35	0.55%
56056	03/05/2021	Berkeley Research Group, LLC	7,237.65	0.54%
56103	03/12/2021	Sounds By Dave	6,552.94	0.49%
DFT0004569	03/05/2021	ICMA Retirement Trust-457	6,241.42	0.46%
DFT0004609	03/19/2021	ICMA Retirement Trust-457	6,081.32	0.45%
56106	03/12/2021	Tyler Technologies, Inc.	5,937.44	0.44%
56125	03/18/2021	Reed Smith LLP	5,885.10	0.44%
56137	03/26/2021	BC Laboratories, Inc.	5,715.00	0.42%
56148	03/26/2021	Normac	5,098.30	0.38%
56145	03/26/2021	Infosend	4,830.74	0.36%
56120	03/18/2021	Hunt & Sons, Inc.	4,347.67	0.32%
56088	03/12/2021	Herc Rentals	4,251.21	0.32%
56031	03/01/2021	Broad & Gusman	4,000.00	0.30%
56033	03/01/2021	Ferguson Enterprises, Inc	3,978.13	0.30%
DFT0004612	03/22/2021	Employment Development Dept.	3,724.14	0.28%
56087	03/12/2021	Genterra Consultants, Inc.	3,707.50	0.28%
56082	03/12/2021	BC Laboratories, Inc.	3,520.00	0.26%
DFT0004572	03/08/2021	Employment Development Dept.	3,467.42	0.26%
56140	03/26/2021	Herc Rentals	3,062.75	0.23%
56030	03/01/2021	BC Laboratories, Inc.	3,040.00	0.23%
56047	03/01/2021	US Bank Corporate Payment System	2,860.48	0.21%
56065	03/05/2021	Northstate Aggregate, Inc.	2,719.07	0.20%
DFT0004576	03/08/2021	Internal Revenue Service	2,576.26	0.19%
DFT0004616	03/22/2021	Internal Revenue Service	2,556.50	0.19%
56123	03/18/2021	Pace Supply	2,518.95	0.19%
56036	03/01/2021	Herc Rentals	2,198.31	0.16%
56050	03/01/2021	VistaNet inc.	2,068.80	0.15%
DFT0004567	03/05/2021	ICMA Retirement Trust-401	1,901.87	0.14%
DFT0004568	03/05/2021	ICMA Retirement Trust-457	1,901.87	0.14%
DFT0004607	03/19/2021	ICMA Retirement Trust-401	1,848.53	0.14%
DFT0004608	03/19/2021	ICMA Retirement Trust-457	1,848.53	0.14%
56074	03/05/2021	Verizon Wireless	1,827.53	0.14%
56062	03/05/2021	Hunt & Sons, Inc.	1,711.94	0.13%
56072	03/05/2021	Teresa Contreras	1,634.00	0.12%
56128	03/18/2021	Univar USA, Inc.	1,390.09	0.10%
56153	03/26/2021	The UPS Store	1,307.12	0.10%
56068	03/05/2021	Pace Supply	1,293.00	0.10%

Check#	Date	Vendor/Employee	Amount	% of Total Monthly Disbursements
56119	03/18/2021	Herc Rentals	1,264.71	0.09%
DFT0004575	03/08/2021	Employment Development Dept.	1,070.13	0.08%
DFT0004615	03/22/2021	Employment Development Dept.	1,061.97	0.08%
56090	03/12/2021	Knife River Construction	1,061.88	0.08%
56154	03/26/2021	Thomas Ace Hardware	960.18	0.07%
56041	03/01/2021	North Valley Barricade	955.10	0.07%
56071	03/05/2021	Standard Insurance Company	875.69	0.07%
56115	03/18/2021	Comcast Business	851.43	0.06%
56063	03/05/2021	I.B.E.W. Local Union 1245	829.44	0.06%
DFT0004571	03/05/2021	ICMA Retirement Trust-457	792.28	0.06%
DFT0004611	03/19/2021	ICMA Retirement Trust-457	792.28	0.06%
56089	03/12/2021	Hunt & Sons, Inc.	782.21	0.06%
DFT0004610	03/19/2021	ICMA Retirement Trust-457	781.05	0.06%
56143	03/26/2021	I.B.E.W. Local Union 1245	769.90	0.06%
DFT0004570	03/05/2021	ICMA Retirement Trust-457	752.39	0.06%
56096	03/12/2021	O'Reilly Auto Parts	742.54	0.06%
56142	03/26/2021	Hunt & Sons, Inc.	732.38	0.05%
56083	03/12/2021	Comcast	732.13	0.05%
56081	03/12/2021	AT&T	730.20	0.05%
56136	03/26/2021	Aramark Uniform Services	719.81	0.05%
56045	03/01/2021	Peterson	708.34	0.05%
56034	03/01/2021	FGL Environmental	672.00	0.05%
56061	03/05/2021	FGL Environmental	607.00	0.05%
56149	03/26/2021	Office Depot	569.96	0.04%
56099	03/12/2021	Pitney Bowes Global Financial Services LLC	547.12	0.04%
56141	03/26/2021	Home Depot Credit Services	541.73	0.04%
56077	03/12/2021	Airgas USA, LLC	539.46	0.04%
56069	03/05/2021	Rankin Stock Heaberlin Oneal	513.00	0.04%
56078	03/12/2021	Amber Palmer Counseling Center	500.00	0.04%
56147	03/26/2021	Mark Baker	495.00	0.04%
56080	03/12/2021	Aramark Uniform Services	460.46	0.03%
56028	03/01/2021	Aramark Uniform Services	445.63	0.03%
56093	03/12/2021	Northern Recycling & Waste Svcs	436.77	0.03%
56085	03/12/2021	Enterprise Record	415.00	0.03%
56112	03/18/2021	Aramark Uniform Services	401.47	0.03%
56055	03/05/2021	Aramark Uniform Services	389.08	0.03%
56038	03/01/2021	Marathon Business Forms	378.89	0.03%
56073	03/05/2021	Thomas Ace Hardware	377.19	0.03%
56101	03/12/2021	RDO Equipment Co.	370.59	0.03%
56126	03/18/2021	Skyway Towing	345.00	0.03%
56059	03/05/2021	Enterprise Record	335.21	0.02%
DFT0004560	03/04/2021	Internal Revenue Service	314.00	0.02%
DFT0004561	03/04/2021	Internal Revenue Service	298.81	0.02%
DFT0004565	03/05/2021	Aflac	276.06	0.02%
DFT0004605	03/19/2021	Aflac	276.06	0.02%
56095	03/12/2021	Office Depot	258.54	0.02%
56139	03/26/2021	Grainger Inc	254.40	0.02%
56037	03/01/2021	J & M Boots	250.00	0.02%
56075	03/05/2021	VistaNet inc.	239.00	0.02%
56127	03/18/2021	Thomas Ace Hardware	238.17	0.02%
DFT0004591	03/08/2021	Internal Revenue Service	235.00	0.02%
56117	03/18/2021	FGL Environmental	228.00	0.02%
DFT0004558	03/01/2021	ICMA Retirement Trust-457	209.08	0.02%
56070	03/05/2021	Riebes Auto Parts	207.79	0.02%
56114	03/18/2021	Chico Immediate Care	200.00	0.01%
56107	03/12/2021	USA Blue Book	199.81	0.01%
56124	03/18/2021	Pitney Bowes Global Financial Services LLC	183.38	0.01%
56064	03/05/2021	International Brotherhood of 137 TCWH	170.77	0.01%
56146	03/26/2021	International Brotherhood of 137 TCWH	170.77	0.01%
56156	03/26/2021	Wienhoff & Associates, Inc.	160.00	0.01%
DFT0004592	03/08/2021	Internal Revenue Service	141.95	0.01%
56100	03/12/2021	Plan B Professional Answering Service	130.00	0.01%

Check#	Date	Vendor/Employee	Amount	% of Total Monthly Disbursements
56046	03/01/2021	Thomas Ace Hardware	129.29	0.01%
56094	03/12/2021	Northern Safety	128.70	0.01%
56044	03/01/2021	PBM Supply & Mfg	125.95	0.01%
56084	03/12/2021	COMP, Inc.	125.00	0.01%
DFT0004589	03/05/2021	ICMA Retirement Trust-457	124.33	0.01%
DFT0004601	03/11/2021	Internal Revenue Service	115.24	0.01%
56104	03/12/2021	Stanley Convergent Security Solutions	112.74	0.01%
56105	03/12/2021	Thomas Ace Hardware	109.42	0.01%
56032	03/01/2021	Butte Co - Neal Rd Landfill	102.33	0.01%
56079	03/12/2021	American Conservation & Billing Solutions	100.00	0.01%
56116	03/18/2021	Fastenal Co	94.16	0.01%
DFT0004559	03/04/2021	Employment Development Dept.	93.50	0.01%
DFT0004600	03/11/2021	Internal Revenue Service	92.74	0.01%
56122	03/18/2021	MJB Welding Supply	90.64	0.01%
56027	03/01/2021	APTIM Environmental & Infrastructure LLC	87.50	0.01%
56057	03/05/2021	Drug & Alcohol Testing Division	86.00	0.01%
56130	03/18/2021	VistaNet inc.	82.50	0.01%
56144	03/26/2021	Infinisource Cobra Compliance	80.00	0.01%
DFT0004583	03/05/2021	Internal Revenue Service	79.52	0.01%
56098	03/12/2021	PBM Supply & Mfg	76.40	0.01%
56102	03/12/2021	Riebes Auto Parts	73.56	0.01%
DFT0004563	03/04/2021	Internal Revenue Service	73.44	0.01%
DFT0004556	03/01/2021	ICMA Retirement Trust-401	69.69	0.01%
DFT0004557	03/01/2021	ICMA Retirement Trust-457	69.69	0.01%
56042	03/01/2021	O'Reilly Auto Parts	69.29	0.01%
DFT0004566	03/05/2021	Sterling Health Services, Inc DBA	67.30	0.01%
DFT0004606	03/19/2021	Sterling Health Services, Inc DBA	67.30	0.01%
56029	03/01/2021	AT&T	66.68	0.00%
56067	03/05/2021	O'Reilly Auto Parts	63.45	0.00%
DFT0004598	03/08/2021	ICMA Retirement Trust-457	61.76	0.00%
56035	03/01/2021	Grainger Inc	61.28	0.00%
56060	03/05/2021	Eric's North America, Inc.	56.31	0.00%
DFT0004594	03/08/2021	Internal Revenue Service	54.96	0.00%
DFT0004599	03/11/2021	Employment Development Dept.	53.46	0.00%
DFT0004582	03/05/2021	Internal Revenue Service	44.82	0.00%
DFT0004590	03/08/2021	Employment Development Dept.	42.00	0.00%
DFT0004587	03/05/2021	ICMA Retirement Trust-401	41.44	0.00%
DFT0004588	03/05/2021	ICMA Retirement Trust-457	41.44	0.00%
DFT0004581	03/05/2021	Employment Development Dept.	36.98	0.00%
56138	03/26/2021	Butte County Clerk/Recorder	33.00	0.00%
DFT0004562	03/04/2021	Employment Development Dept.	30.39	0.00%
DFT0004593	03/08/2021	Employment Development Dept.	22.74	0.00%
DFT0004603	03/11/2021	Internal Revenue Service	21.70	0.00%
DFT0004596	03/08/2021	ICMA Retirement Trust-401	20.59	0.00%
DFT0004597	03/08/2021	ICMA Retirement Trust-457	20.59	0.00%
56118	03/18/2021	Fiserv Solutions, LLC	12.05	0.00%
DFT0004585	03/05/2021	Internal Revenue Service	10.48	0.00%
56058	03/05/2021	Elecsys International Corporation	10.00	0.00%
DFT0004602	03/11/2021	Employment Development Dept.	8.98	0.00%
56150	03/26/2021	Pacific Gas & Electric Company	7.84	0.00%
DFT0004584	03/05/2021	Employment Development Dept.	4.34	0.00%
56048	03/01/2021	**Void**	-	0.00%
56049	03/01/2021	**Void**	-	0.00%
56121	03/18/2021	**Void**	-	0.00%
Total			\$ 1,345,499.58	



Paradise Irrigation District

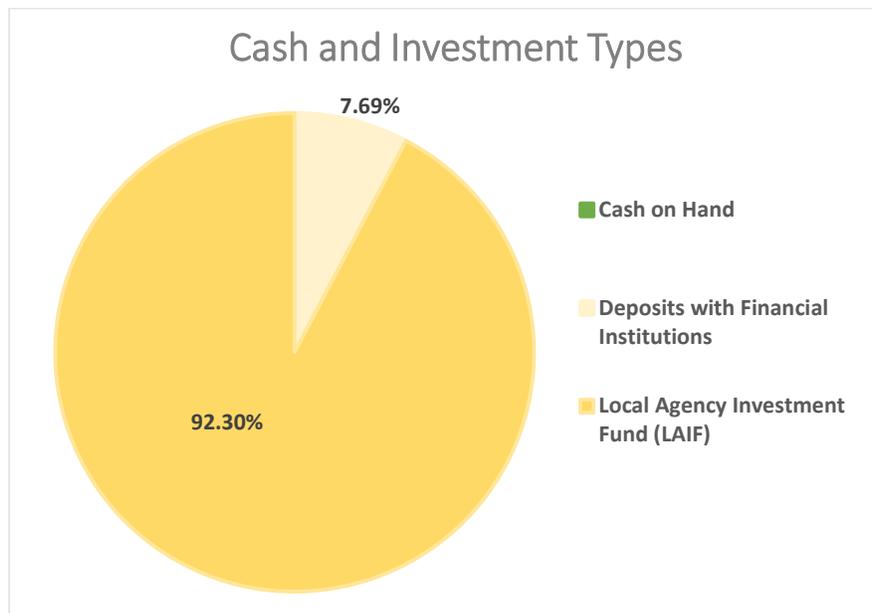
6332 Clark Rd, Paradise, CA 95969 · 530-877-4971 · Fax: 530-876-0483 · www.pidwater.com

DATE: April 21, 2021
 TO: Board of Directors
 FROM: Ross Gilb
 SUBJECT: Investment Report – Quarter Ended March 31, 2021

The District has \$12,426,362 in cash and investments as of 03/31/2021. The average return on the District’s investments is 0.41%. Total year-to-date investment earnings for the fiscal year ending June 30, 2021 is \$73,655.

All investments as of 03/31/2021 are in compliance with all aspects of Paradise Irrigation District’s investment policy.

	<u>Amount</u>	<u>% of Portfolio</u>	<u>Average Maturity</u>
Cash on Hand	\$ 500	0.00%	Liquid
Deposits with Financial Institutions	\$ 955,925	7.69%	Liquid
Local Agency Investment Fund (LAIF)	\$11,469,937	92.30%	Liquid



Cash & Investment Detail
March 31, 2021

Description	Yield to Maturity	Current Value	Cost Basis	Maturity Date	Purchase Date
Cash on Hand	0.00%	\$ 500	\$ 500		
Tri Counties Bank					
Deposits with Financial Institutions					
General	0.15%	\$ 899,462	\$ 899,462		
Payroll	0.15%	\$ 55,345	\$ 55,345		
Flex	0.15%	\$ 1,118	\$ 1,118		
		<u>\$ 955,925</u>	<u>\$ 955,925</u>		
LAF					
Regular	0.41%	\$ 11,197,874	\$ 11,197,874		
DWR Reserve Fund	0.41%	\$ 272,063	\$ 272,063		
		<u>\$ 11,469,937</u>	<u>\$ 11,469,937</u>		
Total Cash and Investments		<u><u>\$ 12,426,362</u></u>	<u><u>\$ 12,426,362</u></u>		

Customer Service Activity Report – March 2021

Service Requests

Service Type	Sum of Count
Account Management	28
Activate Water w/Backflow	59
Backflow Maintenance	14
Construction Support	45
Disconnect	9
Field Customer Service	35
Field Maintenance	20
From active to ready-to-serve	15
New Meter Order	8
Reconnect	229
Return to Potable	109
Transfer Ownership	314
Water Outage	14
Water Quality	4
Grand Total	903

Up from 399 service requests in February

Phone activity

Phone Activity	Previous 3 months	March 2021	Trend
Average calls per day	36.5	58	Increased
Average abandoned per day	1.4	7.5	Increased
Average time abandon	1:28 min	3:14 min	Increased
Average time to handle	21 sec	1:47 min	Increased

The majority of abandoned calls occurred between March 26th & March 30th

Payments Processed

Method payment	Feb 2021	March 2021	Trend
Automated Phone System	144	114	Decreased
Customer Service Staff	1816	985	Decreased
Web Portal	1191	470	Decreased
Total	3151	1569	

**STAFF REPORT
FIELD OPERATIONS
March 2021**

TRANSMISSION & DISTRIBUTION

MAINTENANCE WORK.

- PID crews have been taking care of leaks/maintenance issues.
- 6 Mainline line leaks were repaired this month
- 8 service lines were repaired
- 3 Fire Hydrants Repair/Replacements

- **SERVICE LINE REPLACEMENT**

- PID crews have replaced 13 service lines

CUSTOMER REIMBURSEMENT JOBS (by work order)

- Working with the contractor at Ponderosa School for new fire system
- Working on several request for lateral line installs

PIPELINE REPLACEMENT AND EXTENSIONS

- Locustvale - 600' of 2" Completed
- Stonehurst - 350' of 2" Completed
- Tara - 140' of 6" Completed

SUMMARY

Locustvale and Stonehurst were severely damaged during the cleanup process. Tara Lane was an extension of the 6" main from Pentz Road, which was done because of easement issues. Crews are still responding to leaks caused by damage from contractors to our infrastructure.

**STAFF REPORT
WATER TREATMENT PLANT
March 2021**

WATER TREATMENT

- Production at the District's treatment plant for the month of March varied between 1.5 and 2.7 mgd, with the average day being 2.0 mgd. Compared to pre-fire March 2018, the range of production was 1.8 to 2.5 mgd with the average day of 2.2 mgd.
- Treatment Plant remains closed to the public due to the pandemic. Treatment Personnel do our best to keep the plant disinfected and to social distance both at work and at home. We are such a small group we cannot afford to have someone sick.
- Completed required monthly reporting to Department of Drinking Water and Regional Water Control Board. Filed some of the required annual reports and still working on others.
- Slate Geotechnical performed some of the preliminary surveys, as well as surveying of the Magalia Reservoir as part of the Magalia Dam evaluation and repair design.
- Glenmount Global ordered the new PCs and software to upgrade that portion of the Plant SCADA system. Due to the Pandemic, the PCs have been delayed; were to arrive last week of March. Hope to be online by end of April.
- Thoroughly cleaned the Raw Water Pump Station building.
- Thoroughly cleaned the Pump building.
- Worked on compiling information for the many year-end reports that are required.

Staffing

- Treatment staff continues to work hard to stay on top of all required production and regulatory activities and fitting in necessary maintenance as time allows.

MAGALIA/PARADISE DAMS

- Met with Slate Geotechnical and some of their subs to start the work on the Magalia Dam evaluation/repair project.
- Monthly monitoring of piezometers at Magalia and Paradise dams was performed and reported to our consultant.
- Set Annual Dam Inspection by DSOD/Genterra for April 28, 2021.

WATER QUALITY – DISTRIBUTION SYSTEM

- Laura Capra, Water Quality Technician, continues to work with Waterworks Engineering in the recovery of the system. We are still clearing mains that have been off since the fire.
- Surveillance Monitoring of the distribution system (started September 2019) will be ongoing for the next couple of years. The map showing the results of the sampling is on our website at <https://pidwater.com/water-quality> . A new map was created just for this sampling. By the end of March, we had performed 686 surveillance samples of the system. Of those, only one sample had a detect for Benzene, but when resampled was Non-detect. These results continue to be very promising.
- Routine Sampling – 4 Bacteriological samples are taken each week at locations throughout the Distribution system. They are analyzed for Total Coliforms, Fecal Coliform & E. Coli. These samples verify the potability of the water in the system.

March 2021, WATER QUALITY

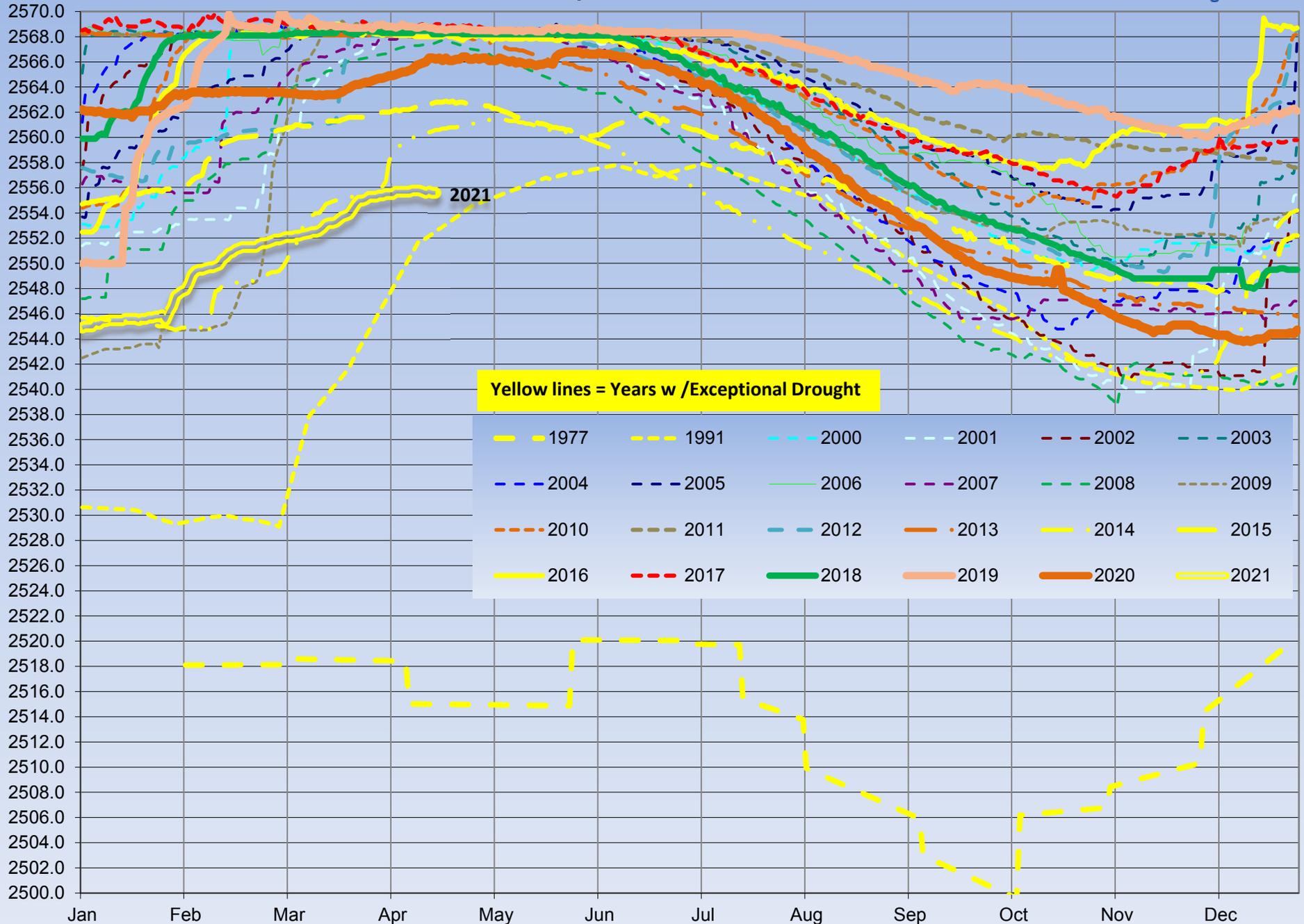
- Average daily production: 2.0 mgd
- Average effluent turbidity: 0.04 ntu
- Average raw water turbidity: 0.73 ntu

Water Levels (as of 3/31/2021)

- Magalia Reservoir 2197.0' This lake is measured in feet above sea level.
We maintain this lake below 2200.0' as required by
Dept. of Safety of Dams (DSOD)
- Paradise Lake -12.6' This lake is measured in feet below spill; in other
words, how far the lake is down from full.
- Percentage of Water in Storage 75% of Total Available
- Rainfall for 2020/2021 rainfall year:

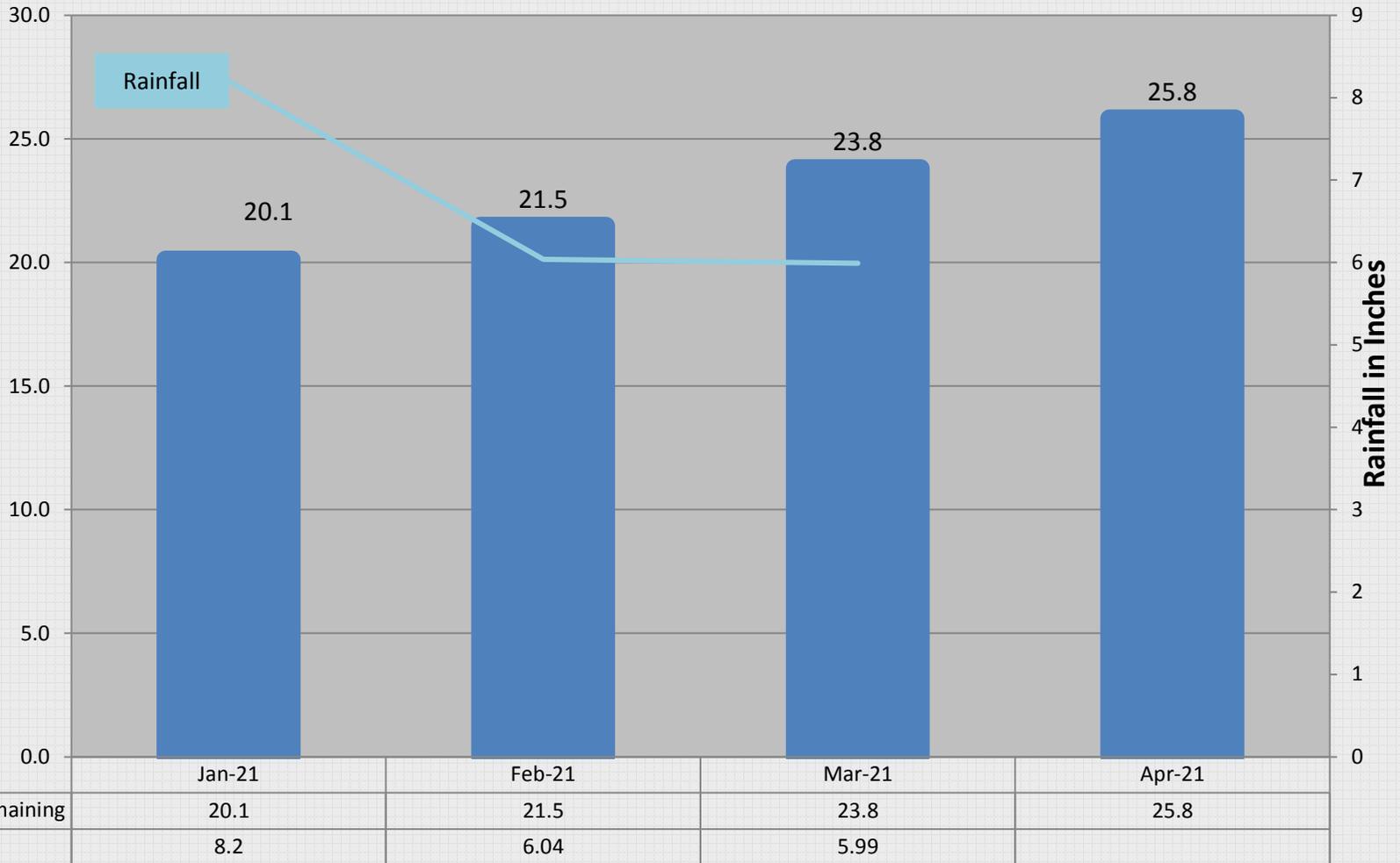
▪ August	Magalia Res. .05"	Paradise Lake .57"
▪ September	0	0
▪ October	0	0
▪ November	4.41"	4.51"
▪ December	5.49"	5.25"
▪ January	8.32"	8.20"
▪ February	5.90"	6.04"
▪ March	6.89"	5.99"

Paradise Lake Elevation
 Updated 4/13/2021
 Spill = 2568.1



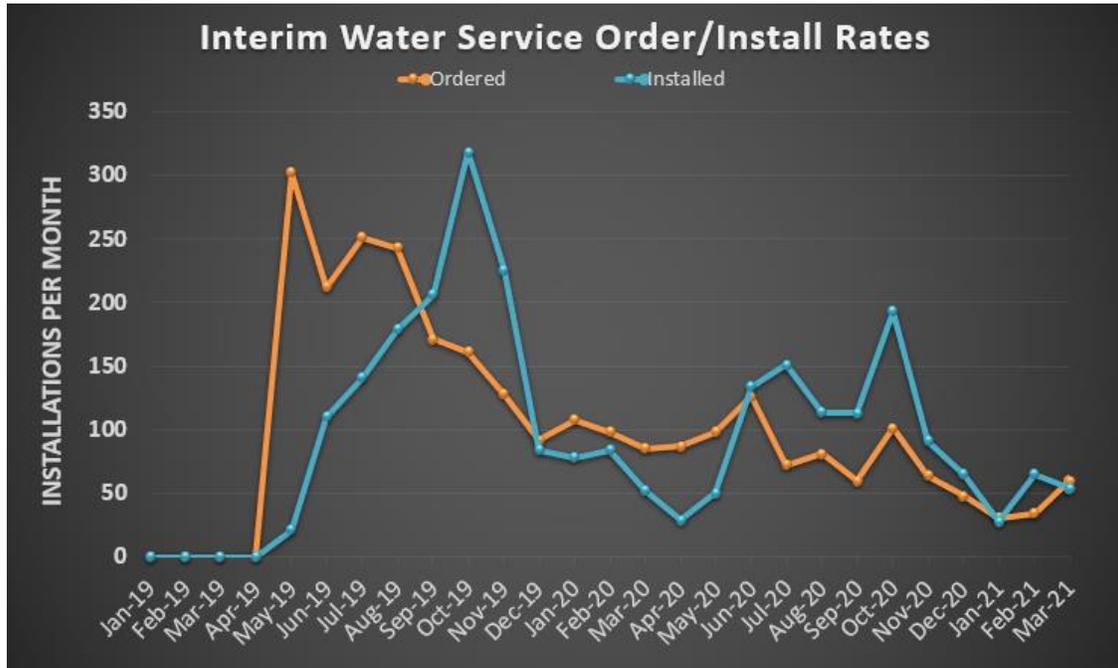
Months of Supply Remaining on the First of the Month with No Future Rain Based on 2020 Use

Full Reservoir Supply is 33.76 Months of Supply Remaining

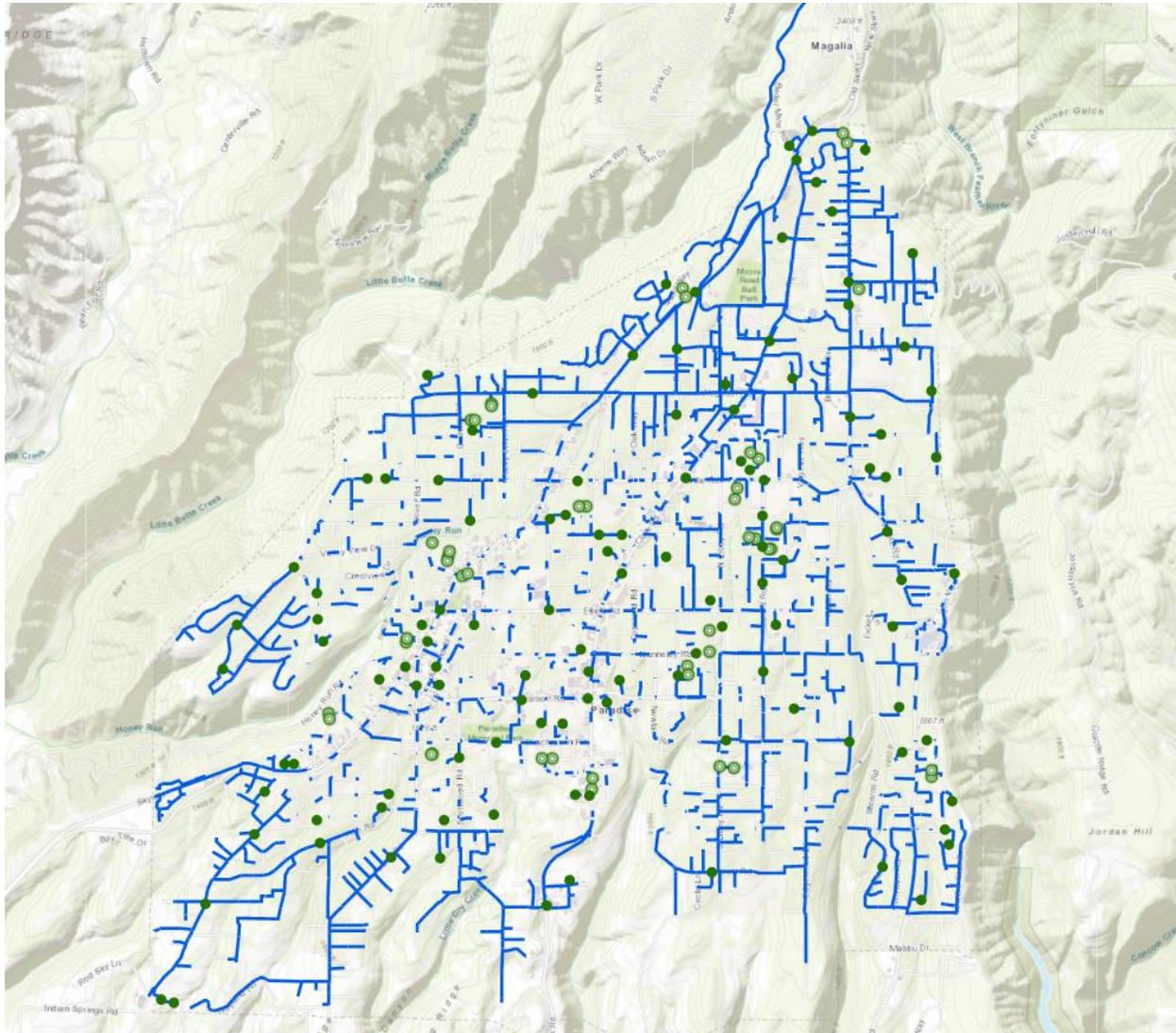


Project 1: Standing Structure and Main Testing and Clearing Program

- Interim Water Service program ended at the end of March. Orders in March approximately equalled the number of installations. Installations of the dwindling backlog of challenging sites will continue to be a priority as permanent backflows take the place of the IWS program.

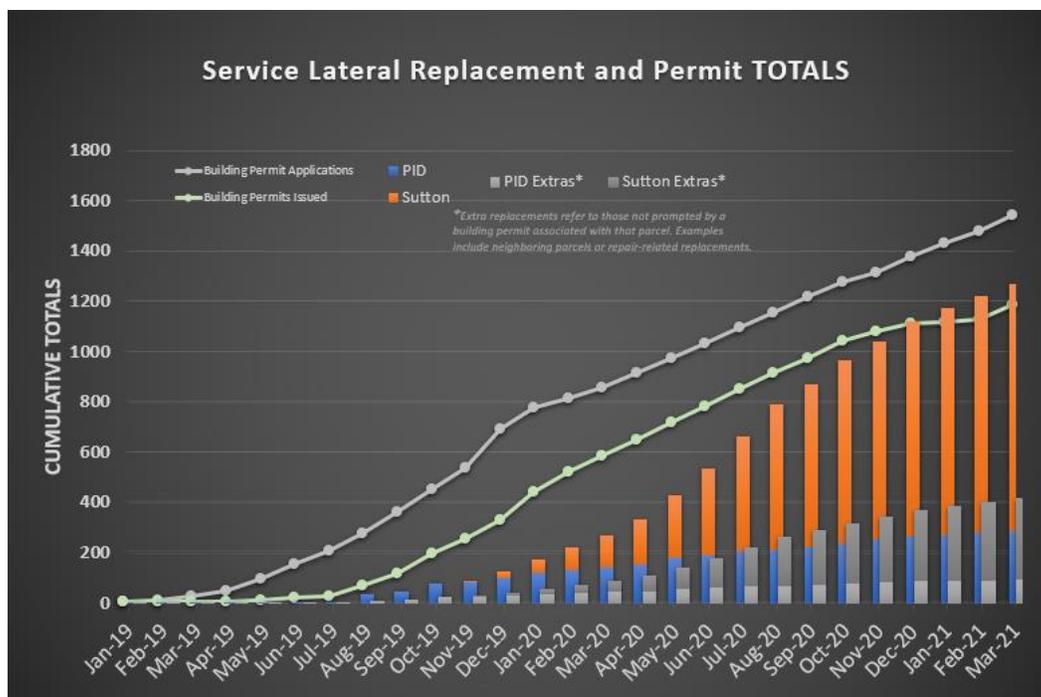
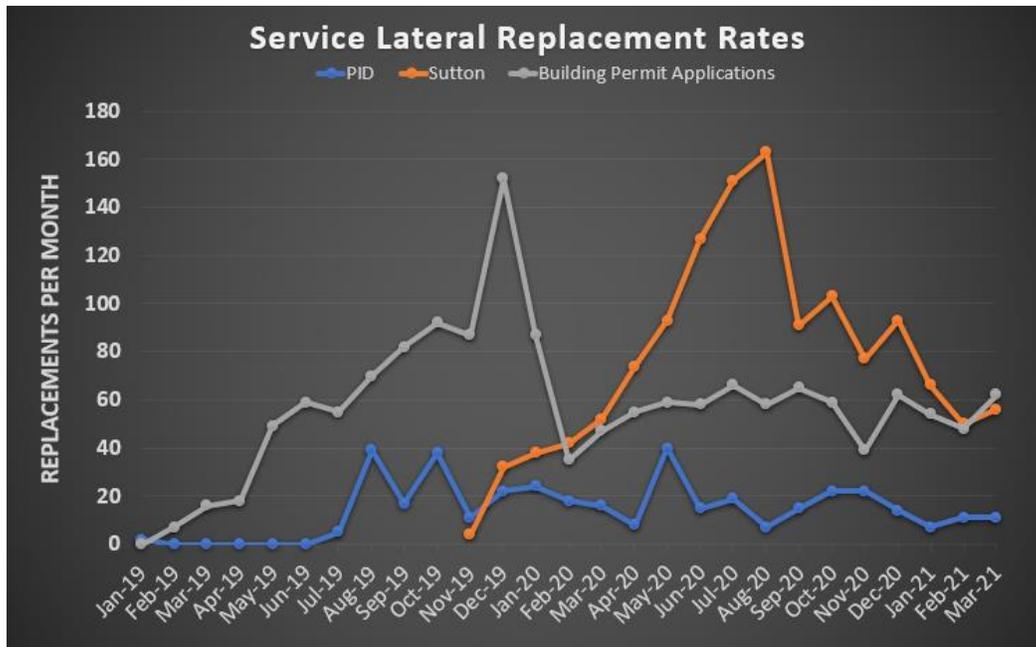


- Water Quality Assurance Monitoring continues with no fire related VOC violations discovered. At the current pace, the entire system will have had a first round of representative samples taken by early 2022.



Project 2: Service Lateral Replacement Program

- Service lateral installations continued in March, supported by Sutton Enterprises whose contract ended on March 31. In the final weeks of the March, priority service laterals as well as paving and housekeeping have been coequal priorities, bringing the production level down in order to tie up all activities by the end of the month. Beginning in mid-March, coordination began with PID crews to begin a bridge effort to replace service laterals until the MISLR project kicks off. Priority service laterals based on permit type, priority date, and customer service feedback will inform this effort over the coming 6 weeks. Once the MISLR project begins, production rate on service lateral replacements will once again increase.



Project 3: Meter Replacement Program

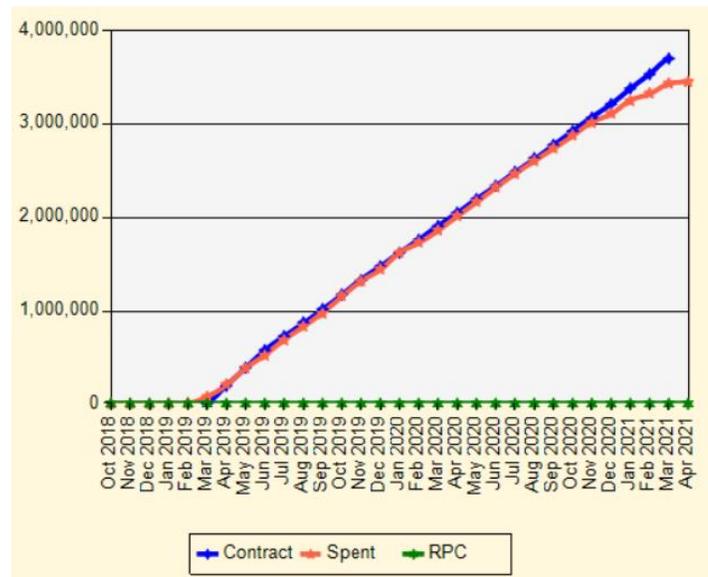
- We continue to work with Zenner on meter purchase, delivery and storage.
- The MISLR project is publicly advertised at this time with bids due May 7th. Prebid conference held today for all interested bidders.
- Award for this project is anticipated for the May Board Meeting.

Project 4: Reservoir B Replacement

Funding for the Reservoir B Replacement project continues to be pursued on two fronts. The IS/MND (CEQA) for the ASADRA funding application was posted to the State Clearinghouse for public comment on 4/9. On the FEMA grant funding side, an additional RFI was received from FEMA on 4/6 and responded to on 4/9. Because this is a new RFI, FEMA has 90 days to process the RFI response and move forward with the review of the Version Request which was submitted in November of 2020. Following this RFI, due to concerns regarding FEMA timelines, PID Staff, Aptim and Water Works met with representatives from Senators LaMalfa and Feinstein's offices on 4/13 to request assistance in moving the process forward more quickly. Aptim presented a summary timeline of the grant application process for the Reservoir B Replacement (included in the Board Packet). On 4/14 we were informed that Senators LaMalfa and Feinstein staffs would be meeting with FEMA representatives on 4/15 to discuss the project. We will share more information as it becomes available.

Budget

Project expenditures continued to be somewhat lower than our budget for the Recovery Program Management. This was due to the completion of active contract activity on the Service Lateral Replacement work and the delay in the Reservoir B project caused by FEMA funding timelines (we had scoped work on this project for this time period). Combined with lower than expected expenditures in the last few months, as of 4/1/21, we are approximately \$266k under planned budget expenditure for this time. This underrun, along with reallocation of some subtask budgets, looks likely to allow us to extend our services through June before needing to add to the project scope and budget for continuation of our work. This will hopefully allow for a better picture of the timeline for Reservoir B replacement work as well as coincide nicely with the kickoff of the MISLR project. We plan to come before the Board at the May Board meeting with a change order request for Water Works Engineers budget.



RESERVOIR B PROJECT HISTORY

Paradise Irrigation District

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AGENDA

- ▶ Welcome / Introductions
- ▶ B-Reservoir Site Description
- ▶ Discussion of Damages from Camp Fire
- ▶ Proposed Strategy for Replacement
- ▶ Timeline of FEMA Interactions
- ▶ Recent RFI Situation
- ▶ Need for assistance/support
- ▶ Future steps
- ▶ Questions/contacts



INTRODUCTIONS

- ▶ PID Staff
 - > Interim District Manager – Tom Lando
 - > Deputy District Manager – Mickey Rich
 - > Finance Director – Ross Gilb
- ▶ WaterWorks (PID's Water Engineer)
 - > Project Manager – Sami Kader
- ▶ APTIM Team (PID's FEMA consultant)
 - > Project Manager – Nicole Maddox
- ▶ Senator Feinsteins' Office
 - > Emily Condon
 - > Joanne Delgado
 - > Caitlin Meyer
- ▶ Representative LaMalfa's office
 - > Laura Page
 - > Brett Sanders



RESERVOIR B SITE DESCRIPTION

- ▶ Constructed in 1985
- ▶ Membrane bladder construction
 - > Reinforced polypropylene liner
 - > Hypalon (polyethylene) cover with structural support cabling
- ▶ Treated water stored in Reservoir B serves the entire district.
- ▶ 2017 conceptual report on replacing with 2 steel tanks
 - > Desired for fire resiliency and redundancy
 - > Identified on Butte County Local Hazard Mitigation Plan



RESERVOIR B DAMAGES FROM CAMP FIRE



RESERVOIR B DAMAGES FROM CAMP FIRE

- ▶ Numerous large and small burns on the floating cover, mostly due to wind-lifted embers.
- ▶ Two large portions where the fires were strong enough to burn cover and liner.
- ▶ Between heat, loss of seal and depressurization of system, reservoir lost full supply of treated water.



RESERVOIR B DAMAGES – PROPOSED STRATEGY

Instead of rebuilding to “pre-disaster condition”, we want to use Section 406 Hazard Mitigation funding to change the composition of the reservoir from a fire-susceptible polymer bladder to steel tank.

- ▶ The four steel tanks PID already own suffered little to no damage.

In order to pursue this we have to establish three things:

- ▶ Scope and cost of repair back to “pre-disaster condition”
 - > In order to establish benefit cost analysis (BCA) for proposed mitigation strategy
- ▶ Scope and cost of temporary facilities
 - > Can be included in BCA
 - > May be necessary if TWST storage becomes insufficient
- ▶ Scope and cost of proposed mitigation strategy.



TIMELINE OF FEMA INTERACTIONS

- ▶ Nov. 8, 2018 Camp Fire ignites and immediately destroys 95% of Paradise.
- ▶ Dec. 19, 2019 PID requests a temporary facilities PW to temporarily restore water storage capabilities to B Reservoir site.
- ▶ March 20, 2020 PID receives rejection of request for temporary facilities, is told to bundle this into the permanent repair project.
- ▶ March 29, 2020 PID submits all project information into Grants Portal by FEMA's non-programmatic deadline of March 29, 2020.
 - This includes scope and cost for both repair to pre-disaster condition and for the hazard mitigation proposal (HMP)
- ▶ Late April, 2020 FEMA begins to experience a large staff turnover. None of the prior FEMA staff assigned to PID remain.



TIMELINE OF FEMA INTERACTIONS

- ▶ April 21, 2020
FEMA Grants Portal sends email to PID staff (copying FEMA and CalOES staff) notifying that the net project cost fell below the minimum project threshold for funding. *PID review finds that the FEMA cost estimating format (CEF) form underscored the project by using simple pond liner, reducing construction time, and not including sufficient project/construction management costs.*
- ▶ April 22, 2020
A conversation was held the following day between PID staff and CalOES PDMG Marcia Burchiel conveying PID's disagreement with FEMA's SOW and CEF, as it drastically differed from that provided by PID's engineer. Ms. Burchiel replies to the FEMA Grants Portal email, adding FEMA and CalOES staff to the recipients, conveying PID disagreement with the SOW and CEF. She asked if the process could be paused to allow for further discussion and resolution of the issues.
- ▶ April 23, 2020
PID sends email addressing issue and re-providing the supporting documents as well as additional narrative from the engineer explaining the missing components from FEMA's SOW and CEF.



TIMELINE OF FEMA INTERACTIONS

- ▶ May 4, 2020 FEMA Grants Portal sends an email notifying PID staff only that the project is ready for signature. *PID staff and consultants review and find that no changes have been made per the requests made by CalOES on April 22 and PID on April 23. No comments in the Grants Portal project file show any discussion of our concerns.*
- ▶ May 12, 2020 PID sends email to CalOES staff asking for the next steps on this process, in order to get our concerns from three weeks prior addressed. It was acknowledged that none of the new FEMA staff were on the original email, with the exception of John Christensen, and that this might just need to be made known to them.



TIMELINE OF FEMA INTERACTIONS

- ▶ May 15, 2020 CalOES' Carney Briggs sends an email to PID staff/consultant asking for us to sign off on project 76334. No acknowledgement of our email from three days prior is mentioned.

PID Consultant Nicole Maddox replies to Carney, copying PID staff and adding CalOES Marcia Burchiel and David Gillings, reminding that we were waiting for a response to our concerns and that we had followed up as recently as 3 days prior. Copy of the May 12 email was attached.



TIMELINE OF FEMA INTERACTIONS

▶ June 1, 2020

CalOES' Robert Lawson emails PID's Ross Gilb asking for advancement of project 76334 and 94494 in Grants Portal. The email comes at 4:49pm PT and action in Grants Portal is requested by 10:00 am PT. Still no acknowledgement that we had concerns to be addressed.

Phone calls were made to CalOES' David Gillings and Carney Briggs explaining our disappointment at how this process has gone, and asked again for our concerns to be addressed, as PID had conveyed them nearly 5 weeks prior to this moment.



TIMELINE OF FEMA INTERACTIONS

▶ June 2, 2020

Cal OES' Carney Briggs responds that FEMA will not entertain any suggestions of reworking projects "at this late date", which disregards our much earlier submittal of the concerns. He informs us that projects will be moved forward with or without applicant signoff at this point.

After discussion, PID agrees to sign off on the project, but while leaving a comment to address the disappointing path this project had taken. Upon logging into Grants Portal, PID discovers the project had been signed off on by CalOES' Carney Briggs before the prior email was sent, in fact leaving no opportunity for PID to willingly participate.

PID emails CalOES' Carney Briggs and FEMA's John Christensen, explaining PID's shock at being denied the opportunity to participate and leave a comment in the workflow about the process.

CalOES' Carney Briggs responds that this is FEMA's decision.

FEMA doesn't reply or contribute to this discussion.



TIMELINE OF FEMA INTERACTIONS

- ▶ June 9, 2020 Project completes Grants Portal process as a \$0 project without obligation.
- ▶ Oct. 2, 2020 PID submits version request to FEMA, to bring project back in line with original proposed scope and hazard mitigation plan.
- ▶ Nov. 5, 2020 CalOES transmits version request to FEMA.
- ▶ Jan. 20, 2021 CalOES forwards an informal email RFI from FEMA's YouJen Tsai, requesting additional information for the version request.
- ▶ Jan 26, 2021 After review of RFI, PID requests a meeting with CalOES and FEMA to clarify some of the requests.
- ▶ Jan. 28, 2021 Joint meeting with PID, CalOES and FEMA. FEMA's YouJen Tsai seems focused on steering this project towards a 50% rule determination (which would make an HMP unavailable).



TIMELINE OF FEMA INTERACTIONS

- ▶ March 2, 2021 PID transmits RFI response to CalOES.
- ▶ March 10, 2021 CalOES transmits RFI response to FEMA.
- ▶ March 30, 2021 PID request a status update on the version request, and offers to meet again if additional clarification would speed the process.
- ▶ April 6, 2021 CalOES transmits a formal RFI from FEMA. The RFI states PID may have 30 days to respond, and FEMA gets 90 days to process. The questions are ones that could have been easily answered by email.
- ▶ April 7, 2021 After review of RFI, PID sends a response the next day, transmitting answers by email and a thumb drive of previously submitted information by overnight email (received by CalOES on April 9). PID also request another meeting with FEMA staff to ensure no more “confusion”.



MOST RECENT FEMA RFI QUESTIONS

- ▶ Is the Subrecipient asking for replacement of the reservoir AND a hazard mitigation plan to replace the reservoir OR a hazard mitigation plan to replace the reservoir?
 - > This question seems to indicate a lack of understanding on the process of proposing an HMP. Clarifying the scope and cost of the work to repair to pre-disaster damage does not mean we intend to build it back, then tear it down for the tanks.
- ▶ Can FEMA conduct a BCA on the hazard mitigation plan or be provided the data to do their own assessment?
 - > FEMA absolutely conducts their own BCAs or reviews BCAs prepared by subrecipients. We expected this as it is normal procedure for them, and provided everything.
- ▶ Is the temporary system intended for the length of the reservoir liner replacement, the completion of the water tanks, or both?
 - > We had believed we'd be able to start procurement for project at the beginning of 2021, which would mean we wouldn't need the temporary facilities. However, with these continuing delays and the approach of fire season, it may be necessary to utilize them until construction is completed.

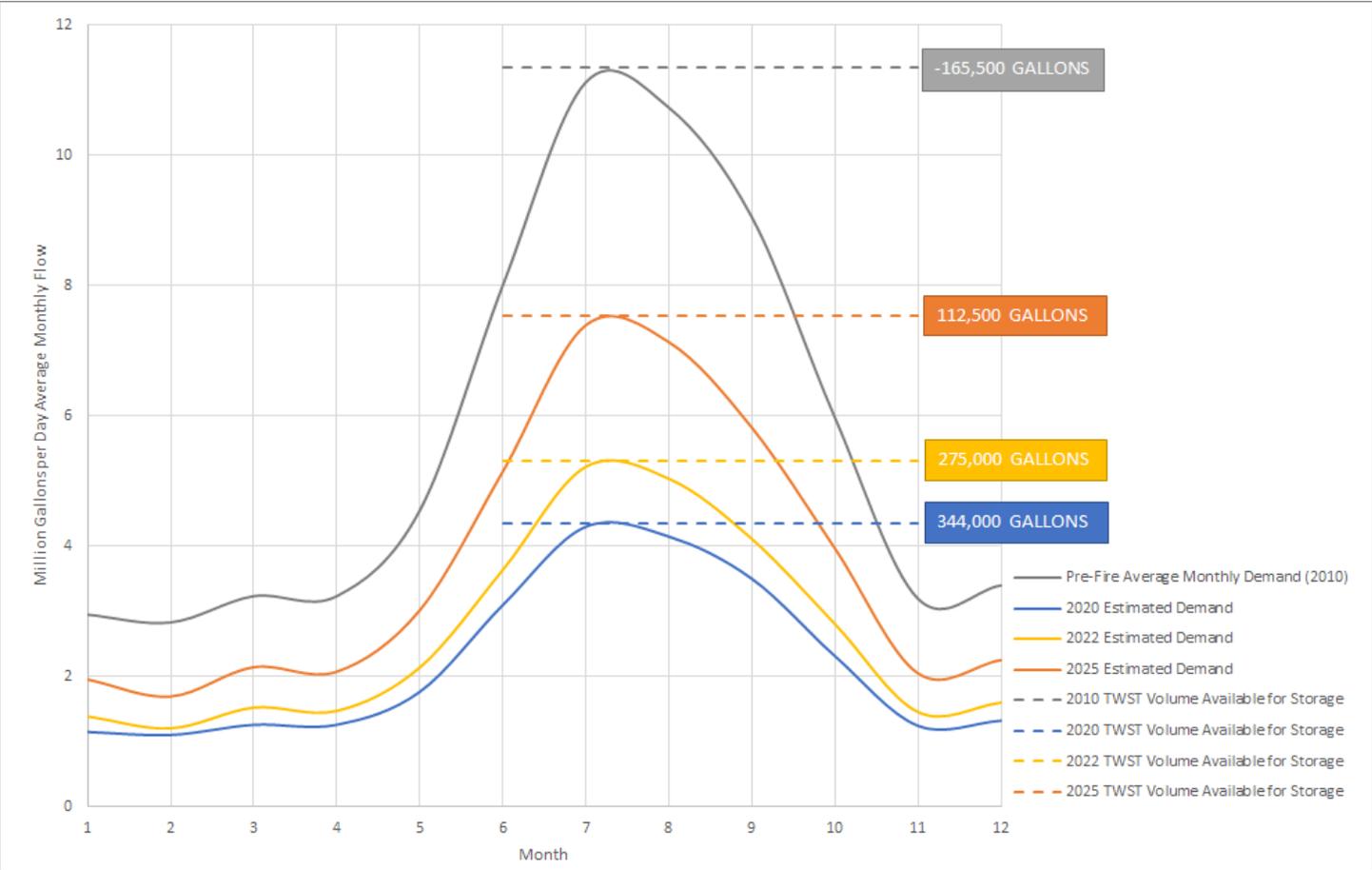


ADDITIONAL CONCERNS FROM FEMA RFI LETTER

- ▶ The letter quoted the benefit cost ratio (BCR) at 6.09, which was the original BCR at the time of submittal last October. But we had revised the BCR due to a typo discovered during the first RFI, and the BCR is now 3.62.
 - > YouJen Tsai is still copied on emails related to transmitting this original RFI, so we don't think there's been a change in staff.
 - > Is this just a mistake, or have they not received/reviewed any of the response we sent in March?
- ▶ The RFI letter grants PID 30 days to respond, and gives FEMA 90 days after they receive the response.
 - > The level of questions raises a suspicion that this is purely a delay.
 - > Additional delays are unacceptable as we face a new fire season.
- ▶ None of this is occurring in FEMA's new Grants Portal
 - > Lack of transparency and accountability on all parties by not tracking progress in GP



WATER STORAGE FORECAST W/O RESERVOIR B



- ▶ PID is currently using the Treated Water Storage Tank (TWST) at the WTP for storage of excess water.
- ▶ As the population grows, more of the water in the TWST is used and less is available for emergency use (i.e. fire-fighting efforts)



NEED FOR ASSISTANCE / SUPPORT

- ▶ We're requesting support in accelerating FEMA's timeline in favor of an approval as soon as possible, so that we can begin procurement, contracting and construction.



FUTURE STEPS

- ▶ We are waiting on CalOES to transfer the RFI response to FEMA, and then FEMA's response to our request for a meeting.
- ▶ We would like to have both Sen. Feinstein and Rep LaMalfa's office represented there, to help:
 - > convey that delays in the recovery of PID are no longer acceptable and
 - > push for a response much sooner than 90 days.
- ▶ Temporary facilities should be included as well, so we can get back to pre-fire storage levels and be ready for the upcoming fire season.



QUESTIONS

Ross Gilb

rgilb@paradiseirrigation.com
530 876 2046

Sami Kader

samik@wwengineers.com
530 355 7646

Nicole Maddox

Nicole.Maddox@aptim.com
512 925 3325



District Engineering Support Task Status

- **T1 – CCCS Pipeline Easement Conveyance**
Support for this task is complete.
- **Task 2 – Schmale Easement Relinquishment**
Legal documents are presented in this agenda for release of the easement in question. Once approved, these documents will be recorded with Butte County and then conveyed to the property owner and Town of Paradise for record. Support for this task is complete.
- **Task 3 - PGE Easement at the Water Treatment Plant**
Survey completed in October. No further communication received from PG&E at this time.
- **Task 4 – Tesla Battery Backup Program**
Funding for both sites has been officially approved. Data request from Tesla to PID staff in late March, requested data transmitted back to Tesla.
Tentative Schedule outlook:
 - Design Complete
 - 4/16/21
 - Projected Start
 - 5/31/21
 - Final Inspection
 - 6/18/21
 - Permission to Operate from PID
 - 8/9/21
- **Task 5 – Magalia Dam Engineering Study**
Alternatives evaluation workshop planned for early May. Project remains on schedule with forward progress toward completion by the deadline of July 1, 2021. Ongoing coordination with DSOD.
- **Task 6 – DDW Permit Renewal**
Support for this task is complete.
- **Task 7 – Public Records Act Request – Pentz Road**
Support for this task is complete.
- **Task 8 – Water Main and Easement - Jarvis/Roe Rd**
Support for this task is complete.
- **Task 9 – Miocene Canal**
- **No additional update at this time.**
- **Task 10 – Almond Street Main Replacement Project**
Bids received for this project on April 9. See separate agenda item for staff recommendation to move forward with award of construction services.
- **Task 11 – Dam Safety Emergency Action Plan**
Internal planning meetings this week with path forward outlined for updates and further development.
- **Task 12 – Meter Insurance Claim**
Pending further feedback from JPIA or other data needs.
- **Task 13 – Leak Detection**

Project work complete and final report submitted to PID. Report submitted to FEMA for use in supporting Main Repair project. **Detailed project summary included in Exhibit A.**

- **Task 14 – Development Review Support**
Continue to provide support for development review requests as they are sent by the Town of Paradise. Participation in biweekly meetings to discuss any upcoming support needs, outstanding reviews, or other related issues.
- **Task 15 – Special District Funds Grant Application**
Developed, approved by the Board and submitted at the end of October. Notified that PID has been awarded \$269,200 in grant funding to support energy resilience for critical facilities during power outages.
- **Task 16 – Zone A Pipeline and WTP Grant**
Grant in CEQA review at this time.
- **Task 17 – Urban Water Management Plan**
UWMP in Data Collection/Analysis and Development stages in coordination with District staff.
- **Task 18 – SPCC Plan**
Updated and corrected plan submitted to Butte County as required. Training underway for PID staff on future responsibilities and updates for this plan.
- **Task 19 – Easement Release Request – Apple View Way**
Property record and easement research to support this inquiry/request. Data transmitted to the customer, in coordination with the Town of Paradise. Support for this task complete.
- **Task 20 – New Meter Estimate – Newland Rd**
Property and infrastructure research to provide engineering input on this request.
- **Task 21 – New Meter Estimate – 6148 Skyway**
Property and infrastructure research to provide engineering input on this request.
- **Task 22 – Luther Drive Development**
Property record, easement and infrastructure research and engineering to support the need for additional water service on this property, in coordination with members of the church at this location. Pending decisions by property owners, continued support will be provided as needed.
- **Task 23 – Paradise School District Data Request**
Engineering request for infrastructure information surrounding various school sites throughout Paradise. Developed maps of relevant infrastructure, making corrections where outdated and annotations of size, material. Transmitted to customer.
- **Task 24 – RCAC Fee Study Request**
Working with staff to develop and provide cost information for DE support on typical development related tasks.
- **Task 25 – New Meter Estimate – 6303 Harold Lane**
Engineering review provided.
- **Task 26 – 6800 Skyway Map Request**
Engineering review and data gathered, provided.
- **Task 27 – PID Water System Options Study**
Engineering support for PID during the execution of the Options Study.
- **Task 28 – Lofty View – Quail Way Easement Information**

Engineering review and research completed to provide data on easements through this area belonging to PID. Data conveyed to local surveyor requesting this information.

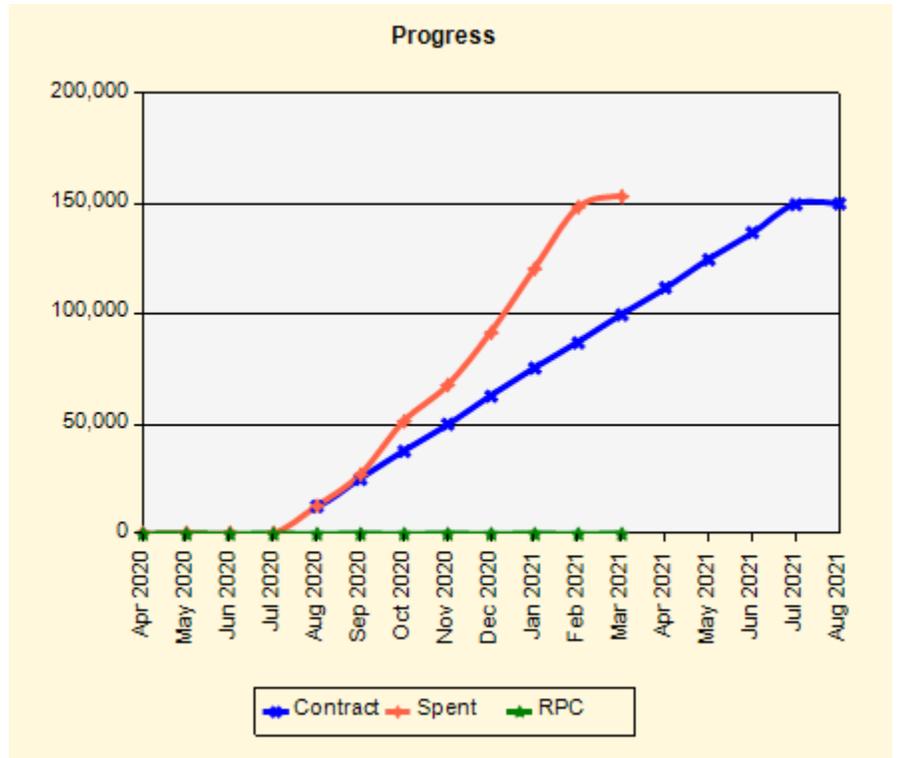
- **Task 29 – Development Review Request 6462 Clark Road**
Engineering review and comments provided to the Town of Paradise.
- **Task 30 – Safe Routes to School**
Coordination with the Town of Paradise, review of utility conflicts for this project.
Coordination with TOP staff to provide requested data to their consultant for design and planning.
- **Task 31 – Ingoglia Annexation**
Research and engineering review of available documentation to determine steps forward for PID support of service at this location.
- **Task 32 – Development Review Request – Clark Road - Nexil**
Engineering review and comments provided to the Town of Paradise.
- **Task 33 – Lot Line Adjustment – 4929 Foster Road - MyersBaker**
Engineering review and comments provided to the Town of Paradise.
- **Task 34 – Brookwood Project Data Request**
Engineering review and system data gathered, provided to requestor.
- **Task 35 – Development Review Request – 685 Pearson Road**
Engineering review and comments provided to the Town of Paradise.
- **Task 36 – Development Review Request – 6308 Skyway**
Engineering review and comments provided to the Town of Paradise.
- **Task 37 – Public Works Contract Support**
Research and assistance with three outstanding contracted services necessary for Corporation/Office operations and compliance. Ongoing assistance with advertisement and procurement in accordance with PID procurement policy and District attorney recommendations.
- **Task 38 – PID Boundary Skyway**
Research and determination of parcel in question. Info provided to PID staff and Town of Paradise.
- **Task 39 – New Meter Estimate - Regis**
Engineering review and comments provided to PID staff.
- **Task 40 – Lupine Subdivision Review**
Engineering review of subdivision plan set. Comments regarding design and standards developed and provided to PID staff.
- **Task 41 – Ponderosa Elementary School Development Information and Review**
Engineering review of project. Comments regarding design and standards developed and provided to PID staff.
- **Task 42 – Doralee Water Supply Study**
Easement and water supply research. Recommendations provided to PID staff.
- **Task 43 – Connie Circle Data Request**
Easement and water supply research and data gathering.
- **Task 44 – After Action Report Data**
Recovery statistics and data collected and provided to PID staff for inclusion in the After Action Report.
- **Task 45– 1091 Ewald Ct. Data Request**

Easement and water supply research. Recommendations provided to PID staff.

- **Task 46 – Water Service Policy Research**
Research into prefire policy and potential capacity issues on short dead-end mains as permitting and new services intensify.
- **Task 47 – Development Review Request – 195 Wayland Road**
Engineering review and comments provided to the Town of Paradise.
- **Task 48 – New Meter Estimate – 6203 Harvey Road**
Engineering review and comments provided to the Town of Paradise.
- **Task 49 – Town of Paradise Project Data Coordination**
Development of a Non-Disclosure Agreement for sharing distribution system data in coordination with Town of Paradise staff to designers for paving projects in Paradise. This will facilitate accurate design considerations for relocating and adjusting PID appurtenances to grade when paving is installed. Data transmitted to the Town of Paradise consultants for design. This NDA may serve for similar future larger system data requests.
- **Task 50 – New Meter Estimate – 6221 Lucky John**
Engineering review and comments provided to PID staff for development of estimate.
- **Task 51 – New Meter Estimate – 691 Thistle**
Engineering review and comments provided to PID staff for development of estimate.
- **Task 52 – Development Review Request – 533 Roberts**
Engineering review and comments provided to the Town of Paradise.
- **Task 53 – Development Review Request – 8272 Skyway**
Engineering review and comments provided to the Town of Paradise.
- **Task 54 – Development Review Request – 157 Valley Ridge**
Engineering review and comments provided to the Town of Paradise.
- **Task 55 – Development Review Request – 1239 Bille Road**
Engineering review and comments provided to the Town of Paradise.
- **Task 56 – New Meter Estimate – 1176 Pearson**
Engineering review and comments provided to PID staff for development of estimate.
- **Task 57 – New Meter Estimate – 6148 Skyway**
Engineering review and comments provided to PID staff for development of estimate.
- **Task 58 – New Meter Estimate – 6322 Harvey**
Engineering review and comments provided to PID staff for development of estimate.
- **Task 59 – New Meter Estimate – Graham Road**
Engineering review and comments provided to PID staff for development of estimate.

Budget

Expenditures continue at a similar level to recent months, on track with the newly renewed budget projections for support through the end of the year.



Paradise Irrigation District Water System Recovery Plan Main Line Leak Detection Project Summary

Date: 4/15/21
Prepared by: Jim Ladrini
Checked by: Sami Kader, PE

Contents

Background..... 1
Leak Detection Program 2
Water Loss Findings..... 2
Acknowledgements 3

Background

For many PID field personnel, Saturday, November 10, 2018 might well be marked as the most victorious day following the massive destruction caused by the Camp Fire just two days prior. Treatment plant operators, led by Bill Taylor, skillfully navigated, and managed the immense amount of water that was, somehow, elusively escaping the distribution system for nearly two and a half days preceding. Field personnel, working in a hostile environment wrought with still burning fire, suffocating smoke, falling ash that could be tasted, and depressing visions of their destroyed town were determined to stop the catastrophic bleeding and to also provide water for continuing, and desperately needed firefighting efforts.

The lining that once floated atop finished water in B-res was flattened and not a drop of water was visible as staff walked the berms that not long before contained nearly 3 million gallons of quality water that the townspeople enjoyed for so many years. The condition of B-res, being the first point of storage and primary point of distribution for the entire water system, was cause for great concern. As staff surveyed other PID facilities we learned that storage tanks, A, C, D and E were also empty. Upon this discovery, concern of PID staff increased greatly. The nagging question then, of where the water was going is still not clearly answered.

In response to conditions discovered, PID staff members took control of the situation and determined a course of action. Soon, the massive valve controlling water flow to B-res and subsequent mains and storage tanks was closed. Other valves were manipulated to direct the flow of water along the Skyway corridor providing much needed water for continued firefighting efforts.

As field staff worked along Skyway, air began to burp from hydrants. As air gave way to steady flows of water, they knew water had begun to flow down the Skyway main. By their swift and expert response, PID field personnel ended a massive amount of water loss and provided emergency responders and firefighters with a critical resource that was so desperately needed. They were victorious!

Despite the choking smoke, knowing of the hard work yet to come, PID staff began breathing a little easier. Without delay, decisions were made, and plans were developed to get water back into the system and refill storage tanks. Pressurizing the system would be no easy task. Staff expertly navigated these waters and, in their success, soon determined, as they had imagined, the hard work had just begun.

PID field staff, supported by mutual aid agencies, began the arduous task of closing service connection valves and repairing an immense number of subsurface leaks. Though speculations have been made, it is highly unlikely that accurate calculations to determine water loss in the weeks and months that followed that horrific day will ever be made.

As staff began to consider tasks needed for full recovery of the water system, leak detection was near the top of the list. Staff knew this would be an important facet of recovery though it was still too early to begin that task. Conversations ensued over the following months, much was learned, plans were made and executed, work continued and when the time was right, PID set a proper course to procure leak detection services.

This report summarizes the leak detection program and resulting findings.

Leak Detection Program

On January 1, 2021, Rob Melick, a highly skilled leak consultant with Utility Services Associates began the daunting task of surveying water mains for the entire PID water system, estimated to be near 173 miles in length. Even with his skill level and experience, this was no straight forward task for Mr. Melick, as the destruction, and resultant combined recovery efforts throughout town provided innumerable obstacles not encountered in normal leak detection efforts. Despite these obstacles, Mr. Melick expertly performed his duties with skill, flexibility, and tenacity.

Understanding scheduling constraints, various requirements, and pressure exerted on PID for quick results pertaining to leak detection, Utility Services Associates manager, Cayd Mathiasen, communicated effectively with the project management team. Additionally, Mr. Mathiasen supported leak detection efforts by providing additional leak detection staff and adjusting scheduling to complete the PID project.

Mr. Mathiasen assigned leak detection consultant, Eric Kelsay to support leak detection efforts. Combined with his exceptional skill, and prior experience with the PID water system, Mr. Kelsay was able to survey nearly 40 miles of transmission and distribution water mains in just two weeks.

Reporting and tracking leak detection results was paramount to continuity between USA and the PID project management team. While Mr. Melick entered results of pinpointing on GIS mapping, Suzie Freeman, Office Manager for USA performed her duties in a manner that exceeded expectations. Suzie worked tirelessly in support of this project and provided staff with critical information accurately and in a timely manner.

Jeff Hill, Assistant Field Superintendent for PID managed field staff responses for expedient repairs requested by Mr. Melick that aided in making leak detection efforts more accurate and complete.

John Labonte, Meter Shop Supervisor and long-time employee of PID provided expert knowledge and skill when Mr. Melick needed it most. Mr. Labonte had been involved in at least four previous leak detection projects and worked closely with Mr. Kelsay on PID specific projects. Through his many years of service to PID, Mr. Labonte has provided insight and support that can only be garnered by years of experience. In times of need during this project, when seemingly no answer was available, Mr. Labonte's skill and knowledge proved invaluable. Mr. Labontes participation in this project contributed greatly to its success.

Nearly 173 miles of transmission and distribution water mains were surveyed during this project. Previous leak detection projects for PID included less than 60 miles of steel water mains. Given the various materials and considerable abnormal conditions, this leak detection project could arguably be the most difficult of leak detection projects. Even the most skilled leak detection consultants were challenged by conditions present in the town and specifically in the PID water system.

Water Loss Findings

Water loss, as determined by the overall result of this project, is estimated to be more than 934 acre feet per year. **Based on these findings, overall current water loss in the PID system constitutes approximately 23% of water produced at the treatment plant. On a gross scale, this compares to previous water loss findings of less than 10% pre-fire.** Information gathered by this leak detection survey provides PID with much more than this overall water loss number, but has specific data regarding location and severity of the leaks. Deeper analysis of data collected during this project will help determine immediate needs and response as well as continued recovery efforts. Additionally, data was gathered that will aid in the development of projects that will help return the PID water system to pre-fire water loss performance. The work to review and analyze the collected data and develop the strategy to repair the leaks will continue into the coming months and we will report progress as it happens.

Acknowledgements

Water Works Engineers would like to thank PID for allowing us to manage this valuable project. We would like to acknowledge the exceptional contributions from the following individuals that made this project successful.

Utility Services Associates, led by Cory Simonsen, with representatives such as Cayd Mathiasen, Suzie Freeman, Robert Melick, and Eric Kelsay. Jeff Hill of PID, for supporting USA field personnel by coordinating expedient repairs by PID field personnel. John Labonte of PID, for sharing his exhaustive knowledge of the PID water system and lending his expert skill in times when it was much needed.

Appendix A – Leak Detection Executive Summary

LEAK DETECTION EXECUTIVE SUMMARY

From January 11, 2021 through April 2, 2021, USA performed a leak survey for **Paradise Irrigation District in Paradise, CA**. Our Water Loss Consultant, Rob Melick and Eric Kelsay, used and appreciated the information provided by Jeff and Johnny to expedite and provide an accurate survey. The tables below detail the information gathered.

Time Spent on Project	
Surveying:	222.8 Hr
Pinpointing:	162.8 Hr
Other Time:	32 Hr
Total Time:	417.6 Hr

Total Areas Surveyed	
Total Distance in Miles	173.0038
Total Distance in feet	913,460

The mileage was estimated by the Water Loss Consultant and may not match maps.

Access Points Contacted	
Hydrants	1,020
Valves	1,887
Services	1,898
Other	316
Total	5,121

Leak Type Noises Detected	
Hydrants	30
Valves	146
Services	73
Other	27
Total	276

Leaks Pinpointed	
Main	83
Valve	15
Hydrant	8
Service Line	19
Service Connection	7
Curb Stop	19
Other	4
Total	155

Total Water Loss Identified	
Gallons Per Minute (GPM):	579.60
Gallons Per Day:	834,624
Gallons Per Month:	25,386,480
Gallons Per Year:	304,637,760

Unidentified Water Loss	
Faulty Meters	0
Unidentified Leaks	14
Possible Consumer Side Leaks	21

This project was divided into two phases: the survey phase and the pinpointing phase. The following pages outline exactly how those two phases progressed and the results of each. Any leaks pinpointed will be detailed in the attached Leak Reports.



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."

DATE: March 30, 2021

TO: PID Board of Directors

**FROM: Tom Lando, Interim District Manager
Mickey Rich, Temporary Assistant District Manager**

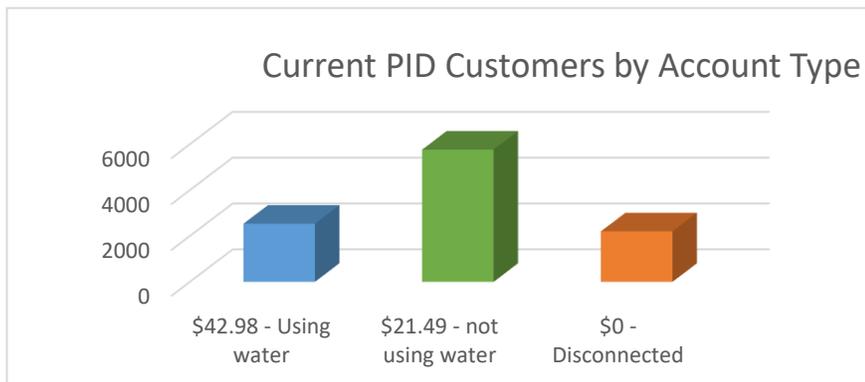
RE: Reconsider Revision to Policy & Procedures, Chapter 7.7.3 Discontinued Service

This policy change does not affect customers who currently pay a monthly water bill for their property.

We hear the community's concerns about potential costly fees to reconnect their water service and are dedicated to presenting options that will cover the costs of the District but do not create an obstacle to receiving water.

Expiring Policy: Directly after the 2018 Camp Fire, the Board voted to temporarily amend the disconnect policy to include a maximum cost to reconnect of \$500.00 based on labor, equipment, and material cost to reconnect which would expire December 31, 2020. The Board extended the policy through March 31, 2021. To date, approximately 2300 customers have disconnected their service. For those who reconnect, the current cost can be well below the \$500.00 maximum.

Meanwhile, there are approximately 5700 customers who have not disconnected, are not actively using water and continue to pay into the system. The District received two years backfill funding from the State but is unlikely to receive a third year.



Recent Policy: The board changed the policy on March 17, 2021 to not retain capacity for disconnected accounts which would mean a customer returning to the district would be subject to the same costs, policies, and procedures as a new connect.

The policy contains a “safety net” for three-years from date of original disconnect that would allow a property owner to resume water service by paying the deferred \$21.49 monthly maintenance fees (Maximum of \$773.64) with interest. This reconnect would be subject to an engineering review confirming there were no additional upgrades required to service the property.

Possible Options:

1. Keep the current policy and seek grant funding to assist customers in resuming water service.
2. Change the policy to include a maximum reconnect charge of \$750.00 or other amount within the three years or other length of time.
3. Pursue adding the system maintenance fee as an annual assessment.
4. Leave the 2018 policy in place and look for more positive incentives for our current customers.

March 13, 2021

MAR 17 2021
cc: Tom
Mickey
Ross

Paradise Irrigation District
ATTN: Tom Lando, District Manager
6332 Clark Road
Paradise, CA 95969

RE: Account # [REDACTED]
Account # [REDACTED]

Dear Mr. Lando,

It has come to my attention that we were not required to pay for service at our property during the time my family was not able to live on our properties. This was from the time of the fire until the district installed their backflow prevention device on each of our properties in preparation for us to move onto our properties.

Based on your recent determination that the reconnection/reinstallation fee is not required for those who chose not to pay their bill from Paradise Irrigation District from the time of the fire until they are ready to build, and that they will not be required to pay all the back bills in order to have you install a backflow prevention device ~~~ I, on behalf of my family, request that the monies we paid to Paradise Irrigation District to avoid having our meters removed and having to pay the reconnection/reinstallation fee, be refunded to us. This would be from the time of the fire until you installed the backflow prevention devices on our properties.

I anxiously await your reply to show equality to those of us who struggled to pay your monthly fee while being displaced by the fire until we could start the rebuild on our property.

Sincerely,

Susie C. Prater
Susie C. Prater

[REDACTED]

[REDACTED]

Date: March 26, 2021

To: PID Board of Directors

From: Bill Taylor – WTP Superintendent

Re: Post Fire - District Re-Activation Policy

Directors, I write this memo as both a customer of the District and an employee. I understand that you may be re-evaluating the policy you just made regarding the re-activation of parcels that have chosen to be removed from the water district.

After the fire, my wife asked me if we should disconnect so that we would not have to pay a bill for something we were not even able to use. I explained to her that at this time the District needed customers the most it ever has. If all the customers felt that way, the District would cease to be. We made the decision to continue to pay the sealed rate and continue to do so to this day.

Many friends and hundreds of customers would often ask me what they should do. My response to them was always the same. The District needs your support; by paying the sealed rate you help to keep the District viable. I also explained that if they were to disconnect, they would face fees, which could be very costly to reconnect. I would explain to them that even if they were not planning on keeping their property, staying connected would make their property value higher than those that disconnected due to those fees. I know I was not the only person telling people this, I know that most all the employees of the District were telling the same when asked.

A while after the fire, we were in a management meeting and discussed that there were some property owners that were needing to come back into the District because they were rebuilding. From what I recall and confirmed by asking others that were in on those meetings, we decided that if they paid the back months of sealed rate (as if they had not disconnected) and an administration fee, we would allow them back into the District. This seemed more than fair, they caught up with what our other customers had been paying all along, plus a fee for having to do the paperwork of removing them and reinstalling them.

Just recently, I heard that somewhere along the line, the decision was made at the office to change to only charging an administration fee and no back months of sealed rate. When I heard this, I was furious. If people can connect to the District for only \$30, why am I and all our customers paying the sealed rate each month?

At this point I have paid about \$600 to remain in the District along with many other customers. At a bare minimum, those who chose to disconnect should have to pay those back months the same as we have to be able to connect back into the system.

I would love to know who is complaining about the new policy, is it the loyal customers that have continued to pay to keep the District afloat, or is it those who abandoned the District in its time of need????

Property owners that were customers on that parcel prior to the fire, I have some compassion for and feel that it is more than fair to charge the back months of sealed rate plus admin fee, just like we initially did. They made what may have been a rash decision under duress and as such, if they pay what the rest of us have, I am good with that and would guess that most paying customers are.

New property owners that have purchased a lot that was disconnected know what they bought; they do not have any room to complain. They purchased a lot without any water service and now should pay just as any other property that was never part of the District.

As Directors, I ask you to consider this. If the policy is changed to charging a person anything less than those who have been paying all along, what are you going to do to make things right for our loyal customers? They paid based on wanting to help the District, being told by the District that it would be cheaper in the long run to continue to pay, etc. What are you going to treat your loyal customers like.....????

Thanks for taking the time to read my letter. Please contact me if you have any questions; you should have my personal cell number and can call at any time.

Bill Taylor

gborrayo

From: Jon Remalia [REDACTED]
Sent: Tuesday, March 30, 2021 8:25 AM
To: gborrayo
Subject: RE: PID BOD SPECIAL MEETING 3/30/21

Dear Board Members,

I have been a customer of PID since 2013. I paid a capacity fee when I had my meter installed. I was not informed of any future connection fee.

After the fire I received information from this BOD of very future events. Requirement for backflow preventer (of which I have a 1 1/2" for better flow). Per the manufacturer the expected life of a backflow preventer is over 30 years. I was told that I must pay PID to replace my backflow preventer with PIC doing all the work making it very expensive. Later I was told by a board member that FEMA was to reimburse the cost of the lateral and backflow preventer. I am not aware of this happening anywhere in the district.

We were then asked to continue our base water payments without water service (paying and receiving nothing).

Next I became aware of a substantial change in both policy and costs to the property owners of the district. This policy must be revoked immediately. It is unfair to the residents of the district.

As the district cannot keep its services without excessive billing and policy changes it is time to look a different direction.

I would suggest that at its next board meeting the directors a request for proposals which ask for proposals for someone to take over the operations of PID. I feel that California Cities Water Service, DeOro Water District or the Town of Paradise. I prefer The Town of Paradise to take over immediately as this would still provide local control.

PID is now approaching rebuilding storage facilities, main replacement and the unknown cost of the mandated replacement of the Magalia Dam. I think the time has come to bring control to an entity with more resources to invest in the district.

Jon Remalai
[REDACTED]

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

7.1 WATER RATES

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

7.2 PUBLIC NOTIFICATION OF WATER RATE CHANGES

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

7.3 SERVICE CALL CHARGE

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

7.4 DUPLICATE BILLING CHARGE

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

7.5 SPECIAL METER READING CHARGE

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

7.6 EXAMINATION OF METERS CHARGE

Upon executing an application and depositing an inspection fee, any customer may request that his meter be examined and tested to determine its accuracy. The inspection fee shall be fixed from time to time by the Board and be available upon request at the District office.

Amended 01/16/19: §7.7 & 7.8
Amended 05/20/20: §7.8

If such examination and test shows the meter to register over five percent (5%) more water than actually passed through it, the inspection fee will be returned to the customer and the bill for the preceding billing period and current billing period will be adjusted. If a water meter is not registering in excess of five percent (5%), the inspection fee will be retained by the District.

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

7.7 READY TO SERVE CHARGE

7.7.1 Authorization –

Proper authorization shall be required to seal or unseal a water meter. A service call charge shall apply to seal a water meter. There will be no charge to unseal a water meter. During the period a meter is sealed, one-half the monthly water service charge shall apply. That same charge will also apply to sealed meters converted from the discontinued category of “temporarily removed meter”.

7.7.2 Tampered Meters or Delinquent Bill –

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

7.7.3 Discontinued Service –

If a property owner chooses to discontinue service and not pay the sealed meter rate (Discontinued Service) ~~due to the effects of the Camp Fire, the~~ property owner will not be required to pay a meter removal charge. The District will not reserve capacity for the property. If service is later reactivated, the property owner may then be responsible for the cost of LEMO (Labor, Equipment, Materials, and Overhead) for the installation of a new service line from the District Main to the property line (Service Line) in an amount not to exceed \$500. Situations in which a service line may need to be replaced include, but are not limited to:

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

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

~~7.7.4 Reactivating Service~~

~~A property owner reactivating service on a parcel with a Service Line that is still pressurized will be charged the same rate as a 3/4" Meter Installation on a Developer Financed Service Line or LEMO, whichever is applicable. A property owner reactivating service will be subject to the fees, policies and procedures for a new application for service.~~

~~If service is reactivated within three (3) years of the date of discontinuance and an engineering review confirms there is sufficient system capacity to provide service, the applicant may resume service by paying the accrued monthly ready-to-serve fee equal to the number of months of disconnect plus an interest rate set to the prime rate of the District's Bank plus 2%.~~

7.8 BILLING PROCEDURES

7.8.1 Billing Period –

Section 7.8 of this policy shall constitute the District's policy on discontinuation of water service in accordance with California law. These sections of the policy and the formal shutoff notice shall be available in English, Spanish, Chinese, Tagalog, Vietnamese, Korean, and any other language spoken by at least ten percent (10%) of the people residing in the District's service area. The policy shall be posted on the District's website. The District shall annually report the previous year's number of discontinuations of residential service for inability to pay on its internet website and report this information, if required, to the State Water Resources Control Board.

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

7.8.2 Service –

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

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

7.8.3 Delinquent Accounts –

Bills are due and payable on the date set forth in the bill. All charges shall become delinquent if not paid within twenty-five (25) days after the date the bill is issued (“billing date”). If the bill is not paid prior to the next billing, there shall be added thereto and become a part of such charges, and be collected by the District, a penalty of two percent (2 %) per month on delinquent balances. Application of such penalty shall continue until the account is current, or to the time when the unpaid and delinquent charges are added to the annual assessment of the District as provided in the Water Code.

Water services may be discontinued if an account remains delinquent seventy (70) days after the bill is mailed. If delinquent charges are not paid fifty (50) days from original billing date, a fifteen (15) day notice shall be mailed to the customer and a Fifteen Day Notice fee shall be applied to the account. The Fifteen Day Notice fee shall be established in the Fees and Charges approved by the Board of Directors.

A formal shutoff notice shall be mailed seven (7) business days prior to the scheduled delinquency shutoff. If the formal shutoff notice is returned through the mail as undeliverable, then District staff shall make a good faith effort to visit the residence and leave the shutoff notice in a conspicuous location.

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

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

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

Request for Deferred or Alternate Payment Schedule:

Written request, with supporting documentation, delivered to District customer service staff is the sole procedure by which residential customers may request deferred or alternative payment schedules, including amortization of service charges. Eligible customers are those that make written request and provide (1) certification of a primary care provider that discontinuation of residential service will be life threatening to, or pose a serious threat to the health and safety of a resident of the customer’s service address; and (2) the customer demonstrates that they are financially unable to pay for water service. A customer will be deemed financially unable to pay for service within the normal billing cycle if any member of the customer’s household is a current recipient of CalWORKs, CalFresh, general assistance, Medi-Cal, Supplemental Security Income/State Supplementary Payment Program, or California Special Supplemental Nutrition

Program for Women, Infants, and Children, or the customer declares that the household's annual income is less than 200 percent of the federal poverty level. Customers satisfying all of the foregoing criteria will be entitled to defer payment of delinquent charges by entering into an amortization agreement to allow the customer to pay the delinquent charges amortized over a three (3) month period, in addition to current charges that accrue for service each month. The amortization period in the agreement may be longer than three (3) months when District staff deems necessary, but shall not exceed twelve (12) months. If the customer fails to pay under the agreement for at least sixty (60) days, service may be discontinued with at least five (5) business days' notice posted at a prominent and conspicuous location at the property. Requests for deferral and amortization of bills are available to residential customers only and should be made prior to discontinuation of service by contacting Paradise Irrigation District at its office located at 6332 Clark Road, Paradise, California, telephone number 530-877-4791.

Appeal of Bill:

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

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

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

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

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

1. Notice to Residential Occupants

Where the owner, manager or operator of a multi-unit residential structure or mobile home park or similar facility is listed by the District as the customer of record and the account is in arrears, every good faith effort will be made to inform the residential occupants by means of a written notice posted on the door of each residential unit at least fifteen (15) days prior to service termination that service will be terminated on a date specified in the notice. If it is not reasonable or practicable to post the notice on the door of each residential unit, two copies of the notice will be posted in each common area and at each point of access to the structure or mobile home park or similar such area. The notice will be in English, Spanish, Chinese, Tagalog, Vietnamese, Korean, and any other language spoken by at least ten percent (10%) of the people residing in the District's service area.

The notice will inform the residential customers of the following:

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

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

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

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

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

The District is not required to make service available to the residential occupants unless each residential occupant or a representative of the residential occupants agrees to the terms and conditions of service and meets the requirements of these Rules and Regulations. If one or more of the residential occupants, or a representative of the residential occupants are willing and able to assume responsibility for subsequent charges to the master meter account to the satisfaction of the District, service will be made available to the residential occupants who have met those requirements or on whose behalf those requirements have been met. A representative of the residential occupants does not include a tenants' association.

3. Liberal Construction

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

End Discontinuance of Water Policy

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

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

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

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

7.9 LEAK POLICY, ADJUSTMENTS, AND APPEALS

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

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

Online customer usage data and leak notification is available to customers. The customers are expected to respond to leak detection notifications from the District and repair leaks promptly.

The District may, upon written request of a customer supported by repair bills or other appropriate documentation, adjust such customer's bill in the case of loss of water due to circumstances beyond the reasonable control of such customer, such as a mechanical malfunction, blind leak, theft of water, vandalism, unexplained water loss or other unusual or emergency conditions. Adjustments shall not be made for faucet or toilet leaks.

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

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

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

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



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."

Date: April 12, 2021
Memo to: Board of Directors
From: Tom Lando, Interim District Manager
Subject: Management Agreements
04/21/2021 Board of Directors Meeting

Recommendation:

It is recommended the Board approve an Employment Agreement with Ross Gilb as Part-Time Finance and Accounting Advisor, Employment Agreement with Mickey Rich as Assistant District Manager, and Employment Agreement with Tom Lando as District Manager.

Background:

The Board is being presented with three agreements. The agreements include making Mickey Rich's role of Assistant District Manager a permanent position, a limited, part-time Finance & Accounting Advisor agreement with Ross Gilb to help the District transition as he moves to work for the Town of Paradise, and a new Agreement for me as District Manager, removing the "Interim" Title.

As has been discussed with these changes, as well as others already authorized by the Board, there will be a significant expenditure savings from that which was approved in the 2020-2021 annual budget.

PART-TIME FINANCE AND ACCOUNTING ADVISOR
EMPLOYMENT AGREEMENT

THIS AGREEMENT is made and entered into this 21st day of April, 2021, by and between PARADISE IRRIGATION DISTRICT, a California irrigation district, ("District") and Ross Gilb ("Employee"). The Agreement shall be effective upon ratification of the District Board of Directors.

RECITALS

- A. WHEREAS, Employee has served as Finance and Accounting Manager for District since March 2019.
- B. WHEREAS, Employee has tendered his resignation from full-time employment from the District effective April 7, 2021.
- C. WHEREAS, District desires assistance while it searches for and hires a replacement Finance and Accounting Manager, and Employee desires to assist District on a limited, part-time basis.

AGREEMENT

Now, therefore District and Employee agree as follow:

1. DUTIES.

- (a) Employee shall perform the limited functions and duties specified in Exhibit "A" attached hereto and incorporated herein by this reference; and Employee shall also perform other legally permissible and proper duties and functions as the District Manager may from time to time assign.
- (b) Employee shall perform his duties at the District Office unless the District Manager authorizes otherwise.
- (c) Employee shall perform his duties to the best of his ability in accordance with the highest professional and ethical standards of the accounting profession, and shall comply with all applicable rules and regulations established by the District. Employee's performance shall at all times be subject to review by the District Manager.
- (d) Employee shall not engage in any activity which is or may become a conflict of interest, prohibited contract, or which may create an incompatibility of office as defined under California law. Prior to performing any services under this Agreement and annually thereafter, the Employee must complete disclosure forms required by law.

2. RESIGNATION AND TERMINATION.

This Agreement shall terminate upon the earliest occurrence of any of the following events: (a) the start date of a District Finance and Accounting Manager; (b) upon written notice of termination by Employee to the Board of Directors that Employee, in his sole discretion, no longer wishes to assist District in connection with this Agreement; (c) upon written notice of termination by District Manager to Employee that the District, in its sole discretion, no longer wishes to retain Employee or (d) three (3) months from the date of execution of this Agreement. If this Agreement is terminated pursuant to (b) or (c) above, a 10 days' notice is required by terminating party.

The parties recognize and affirm that: (i) Employee is an "at will" employee whose employment may be terminated by the District without cause; and (ii) there is no express or implied promise made to Employee for any form of continued employment. This Agreement is the sole and exclusive basis for an employment relationship between Employee and District.

3. COMPENSATION.

District agrees to pay Employee on an hourly basis. Employee will receive \$100.00/hour worked. Employee will work no more than ten (10) hours per week. All work hours must be preapproved by the District Manager. Hourly rate is payable in installments at the same time as other employees of the District are paid and subject to customary withholdings.

4. SUPPLEMENTAL BENEFITS.

Employee shall not receive supplemental benefits, with the exception of 24 hours of sick leave, which shall be allotted to Employee on April 22, 2021. As used herein, "benefits" means holidays, vacation leave, retirement benefits and payments, health insurance, vision insurance, dental insurance, disability insurance, and life insurance.

5. NOTICES.

Any notices required by this Agreement shall be in writing and either given in person or by first class mail, with the postage prepaid, addressed as follows:

TO DISTRICT: District Manager
Paradise Irrigation District
6332 Clark Road
Paradise, CA 95969

TO EMPLOYEE: Ross Gilb
251 Lost Horizon Drive
Oroville, CA 95966

6. ENTIRE AGREEMENT.

The parties, by execution of this Agreement, agree that all earlier agreements, amendments, understandings, communications, representations or promises, whether written or oral, are hereby revoked and superseded by this Agreement. This Agreement is the final expression of the complete agreement of the parties with respect to the matters specified herein and supersedes all prior oral or written understandings. Except as prescribed herein, this Agreement cannot be modified except by written mutual agreement signed by both parties.

7. ASSIGNMENT.

This Agreement is not assignable by either District or Employee.

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

Ross Gilb
Employee

Shelby Boston, President
Paradise Irrigation District

ATTEST:

Georgeanna Borrayo, District Secretary

ATTACHMENT EXHIBIT "A"

PART-TIME FINANCE AND ACCOUNTING MANAGER FINANCE AND ACCOUNTING ADVISORIAL CONSULTANT

Definition

~~Under administrative direction and policy direction of the Board of Directors, the Finance and Accounting Manager plans, organizes, and directs the financial, accounting, and business-related administrative functions of the District; assists the District Manager with the protection of District assets and the maintenance of budget controls; performs the most complex accounting functions; invests District funds; and provides direction for implementing District policies and programs.~~

Finance and Accounting Manager Financial Consultant

Examples of Duties

- Serves as the Controller for the District.
- Plans, organizes, directs, and manages District financial, accounting, ~~administrative and office support staff~~, investment decisions, and administrative/personnel duties including implementation of District programs and policies.
- Provides long range financial planning, protection of District assets, and development and maintenance of budget controls.
- Prepares, presents, and monitors the District's budget.
- Assumes responsibility for the proper investment of District funds in accordance with the District's investment policy.
- Coordinates the District's outside annual certified audit, participates in the selection process of the auditing firm, and implements adequate internal controls to safeguard the District's assets.
- ~~Responsible for managing District information technology and developing and maintaining a fully integrated management information system, ensuring the availability of necessary financial, statistical and management data.~~
- Administers long-term capital project financings, reviews interest rate opportunities, and monitors bond covenant/continuing disclosure certifications.
- Oversees the recording of assets and ensures timely posting of general ledger activity; and directs the development, preparation, and timely presentation of financial reports and statements.
- Maintains proper administration of District's grant funding opportunities.
- Administers the District insurance and risk management functions.
- ~~In coordination with the District Manager, develops and maintains District human resources policies and procedures, coordinates and administers health and welfare benefit programs, and assists with the administration of personnel related matters, including employment procedures, grievances, classification and pay, and employer-employee relations.~~
- Assists the District Manager in the development of District collective bargaining proposals ~~and attend and represents the District in collective bargaining negotiation meetings.~~
- Performs related duties as assigned.

Required Knowledge

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- ~~Principles and practices of budgeting, accounting, finance, investment, and the development and maintenance of fiscal controls.~~
- ~~Laws, rules, ordinances, and legislative processes controlling special district functions and operations.~~
- ~~Principles and practices of auditing.~~
- ~~Computerized management information and fiscal systems.~~
- ~~Risk management and insurance.~~
- ~~Investment principles and practices.~~
- ~~Cost estimating and contract administration.~~
- ~~Public personnel administration, affirmative action, and employer-employee relations.~~
- ~~Principles and practices of personnel administration.~~

Ability To

- ~~Plan, organize, coordinate, and direct the financial, budgeting, personnel and benefit system, management information systems, investment, and risk management functions of the District.~~
- ~~Exercise leadership, authority, and supervision tactfully and effectively.~~
- ~~Provide supervision, training, work development, and evaluations for finance/accounting, administrative and office staff.~~
- ~~Coordinate District budget development and fiscal controls.~~
- ~~Direct the maintenance of ledgers and journals and oversee the preparation of timely financial reports and statements.~~
- ~~Effectively represent the District's personnel policies, programs, and services with individual citizens, community groups, and other governmental organizations.~~
- ~~Maintain responsibility for insurance and risk management functions.~~
- ~~Communicate well during public presentations.~~
- ~~Provide advice and consultation to the District Manager on the development of fiscal system, policies, and assets.~~

Desirable Qualifications

~~Broad and extensive work experience that includes performing financial analysis, accounting, management information system development, budgeting, risk management work, and personnel system development and administration including position classification, compensation system development, equal employment opportunity, and benefit administration. This experience should include at least five years of responsible professional experience in a management or supervisory capacity within private industry or independent special enterprise districts.~~

~~A Bachelor's degree in Finance, Accounting, Business Administration, or closely related field from an accredited college or university is desirable. Possession of a valid California Class C Drivers License will be required free of any multiple or serious traffic violations or accidents.~~

Typical Physical Activities

- ~~May occasionally travel by airplane and automobile in conducting District business.~~
- ~~Communicates orally with District Board members, co-workers, and the public in face-to-face, one-on-one and group settings.~~

- Regularly uses a telephone for communication.
- Uses office equipment such as computer terminals, copiers, and FAX machines.
- Sits for extended time periods. Works a full day at the District office.
- Hearing and vision within normal ranges.

TO: Board of Directors

FROM: Colleen Boak, Water Works Engineers

DATE: April 15, 2021

RE: Contract for Construction Services – Almond Street Water Main Replacement Project – Recommendation

PID received five proposals in response to the Request for Proposals circulated on February 25, 2021 for construction services to assist the District with the installation of a new subsurface water main along Almond Street in Paradise, California, as well as re-establishing services to adjacent properties. Each of the companies that submitted a bid appear to be qualified to conduct the work, and have a clear understanding of the technical issues involved and the desired scope of work.

The project scope consists of the installation of a new subsurface water main along Almond Street in Paradise, California, as well as re-establishing services to adjacent properties. The work will include clearing and grubbing, trenching, pipe installation and fittings, minor paving, and other items of work as indicated on the project bid book and plans. The following table summarizes the proposed not-to-exceed costs for each proposing bidder:

Bidder	Bid Value
R&R Horn, Inc.	\$1,039,430.00
Sutton Enterprises	\$1,203,381.00
NorCal Excavating, Inc.	\$990,919.00
Santos Excavating, Inc.	\$595,640.00
Jason Abel Construction, Inc.	\$1,167,570.00

The District is still pursuing ASADRA funding, which is looking favorable. However, if funding from ASADRA does not come to fruition, then this project will be funded by the general fund.

Staff recommends awarding the project to the lowest responsive, responsible bidder:
Santos Excavating, Inc.

The following is requested:

"Accept the bid from Santos Excavating, Inc. for a not-to-exceed cost of \$595,640.00, and authorize the District Manager to execute the construction agreement for the District. Additionally authorize a 10% (\$60,000) contingency budget for the project at the discretion of the District Manager."



PARADISE IRRIGATION DISTRICT

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

DATE: April 7, 2021

TO: Board of Directors

FROM: Tom Lando, District Manager
Bill Taylor, Treatment Superintendent

RE: Field Evaluations of the Dams and Surveying of Dams for
Calendar Years 2021 through 2023 - Proposal Attached
04/21/2021 Board of Directors Meeting

As part of being a dam owner, the District is required to have an engineer perform an annual evaluation of the safety of the dams and report their findings to the State Department of Safety of Dams (DSOD). The District's current consultant, Genterra Consultants, Inc., has provided the attached proposal to perform the required annual inspections and surveying of the dams for the calendar years 2021 through 2023.

This proposal includes being physically present when DSOD performs their annual inspections of the dams, evaluation of all the monitoring data taken from the dams over the year, conducting a survey of the dams each year to check for horizontal and vertical movement of the dam, and the submittal of an annual report to the District and DSOD of their findings.

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 the District's dams, their experience working with DSOD, and our current workload and vacant engineering position, staff is recommending to sole source their proposal for this period.

The recommended form of action is:

"I move to authorize acceptance of the proposal from Genterra Consultants, Inc. to perform Dam Safety Field Evaluations and Surveying of the Dams for the calendar years 2021 through 2023 for a cost not to exceed \$ 77,103.00."

March 31, 2021

Proposal No. P2583

Mr. Bill Taylor
Paradise Irrigation District
6332 Clark Road
Paradise, CA 95969

**Subject: Proposal for Professional Services
Dam Safety Field Evaluations and As-Requested Services
Calendar Years 2021 through 2023
Magalia Dam (DSOD Dam No. 73-0) and Paradise Dam (DSOD Dam No. 73-2)
Town of Paradise, Butte County, California**

Dear Mr. Taylor:

GENTERRA Consultants, Inc. (GENTERRA) is pleased to submit this proposal to the Paradise Irrigation District (District) in response to your email request on March 1, 2021 to continue our professional services for the dam safety field evaluations and other as-requested services at Magalia Dam (DSOD Dam No. 73-0) and Paradise Dam (DSOD Dam No. 73-2) for the calendar years 2021 through 2023. As you know, our most recent contract for the fire damage and dam safety field evaluations for both dams covered the period through the calendar years 2019 to 2020. We are also currently under contract to the District for the evaluation of the piezometers at both dams and in the implementation of interim risk-reduction measures for the Magalia Dam spillway. We had recently completed the comprehensive Spillway Condition Assessment Reports at both dams.

GENTERRA proposes to provide these services in a responsive, high-quality manner using a team of professionals with extensive experience in the evaluation and monitoring of dams. Key members of our proposed Project Team are very familiar with Magalia and Paradise Dams due to our involvement working for the District since 1999.

PROJECT UNDERSTANDING

GENTERRA proposes to perform the following for each of the two dams for the calendar years 2021 to 2023: (1) collect monthly instrumentation data (the water level in the reservoir, the depth to water in the piezometers, the seepage flow rate at weirs, and the amount of rainfall); (2) enter the data into a Microsoft Excel workbook for review and analysis; (3) conduct the annual field evaluation; (4) conduct the annual movement surveys (as an optional subtask coincided with the field evaluation); and (5) prepare the annual dam surveillance report. It is our understanding that the District may request assistance from GENTERRA on an as-needed basis to address any unusual event or operating condition which may impact the safe operating performance of the dams.

After approval of each report by the District, GENTERRA will reproduce signed and stamped hard copies of the final annual surveillance reports for submittal to the District and to the State Division of Safety of Dams (DSOD).

On an as-requested basis, GENTERRA will provide assistance to the District with any unusual event or operating condition that might occur which could impact the safe operating performance of the dams.

SCOPE OF WORK

Task 1 – Annual Surveillance Reports

This task includes the subtasks needed in order to collect and review instrumentation data, to conduct the field evaluations and movement surveys (optional subtask), and to prepare the annual surveillance reports for both dams.

Subtask 1a – Review and Analysis of Surveillance Data

District staff are responsible for collecting the instrumentation data at each dam, which consists of measuring the water level in the reservoir, the depth to water in the piezometers, the seepage flow rate at weirs, and the amount of rainfall. The District will provide instrumentation data monthly to GENTERRA for the three-year period 2021 to 2023.

Prior to 2018, the District had been entering the instrumentation data into a Microsoft Excel workbook. Due to severe disruptions following the 2018 Camp Fire, the District requested GENTERRA to begin performing the data entry. Each month GENTERRA will enter the instrumentation data into a Microsoft Excel workbook that contains individual worksheet tabs for each set of instrumentation data. GENTERRA will prepare tables and time series plots of the instrumentation data that will be presented in the annual dam surveillance reports.

GENTERRA will perform a data review and analyze for any anomalies or changes in trends that may suggest an adverse condition at the dam. GENTERRA will notify the District of any indications of potential problems with the performance of the dam and provide recommendations that may require additional monitoring efforts or that warrants remedial action by the District.

Subtask 1b – Conduct Movement Surveys (Optional Subtask)

Prior to 2018, the District had been performing the annual dam movement surveys. Due to severe disruptions following the 2018 Camp Fire, the District had requested GENTERRA to perform the movement surveys for 2019 and 2020 using the District's survey equipment. GENTERRA attempted to perform the survey at each dam in 2019 but the line of sight was blocked by trees and was therefore unsuccessful. In 2020, GENTERRA, with assistance from the District staff, cleared the line of sight at Paradise Dam. Since a copy of the baseline survey report for each dam was not available, GENTERRA has now established a new baseline survey in 2020.

GENTERRA will perform the annual movement surveys at both dams for the three-year period 2021 to 2023 using the District's survey equipment. The dam movement survey will likely be conducted on the same day (or the following day) as the field evaluation as described under Subtask 1c. GENTERRA will enter the movement survey data into a Microsoft Excel workbook. GENTERRA will prepare tables and time series plots of the movement survey data that will be evaluated and then presented in the annual dam surveillance reports.

GENTERRA will perform a data review to evaluate and determine the net horizontal and vertical movements that have occurred at both dams since the baseline measurements. If any possible concerns are identified as a result of the assessment of data, GENTERRA will notify the District and provide recommendations to address those concerns.

Subtask 1c – Conduct Dam Safety Field Evaluations

GENTERRA will conduct an annual dam safety field evaluation at both dams for the three-year period 2021 to 2023. GENTERRA will visually inspect the dams, reservoirs, and appurtenant structures including the spillways and outlet works. If possible, these site visits will be scheduled to coincide with the periodic visual inspections by DSOD personnel. The field evaluations will include the following:

- A visual on-site review of the reservoir rim to observe areas of instability or sources of debris;
- A visual on-site review of the dam to observe signs of cracking, settlement, rodent activity, erosion, bulging, wet spots or seeps, and piping; to assess the maintenance of the dam; and to observe flows from existing drainage systems;
- A visual on-site review of the dam abutments to note areas of instability;
- A visual on-site review of the dam appurtenant structures (i.e., spillways, inlet and outlet works, and pipelines) to observe the condition of concrete structures and mechanical equipment, including gates and valves, and to note if inlets are kept clear of debris; where possible, mechanical equipment will be exercised to assess their operability. If gates and valves cannot be operated due to safety or environmental reasons, a review of the operator's logs should be sufficient; and,
- A visual on-site review of the surface condition of the instrumentation.

A high-resolution GPS camera will be used to capture the condition of the dam during each field evaluation as well as to identify any potential issues of concern. Selected photographs will be presented in the annual surveillance reports. All photographs will be stored in the project files at GENTERRA for comparison with previous field evaluations.

GENTERRA personnel who have experience in performing field dam safety evaluations will perform the site visits. GENTERRA is currently involved with several projects where dam safety field evaluations are performed jointly with the dam owner and DSOD representatives.

GENTERRA will address all aspects that could have an impact on the safety of the dams and the appurtenances. GENTERRA will make observation of any maintenance and operational needs. GENTERRA believes that early detection of even small problems that are promptly addressed or repaired can result in reduction of future operational and maintenance costs.

Subtask 1d – Prepare Annual Surveillance Reports

GENTERRA will prepare the draft annual surveillance reports for each dam for the calendar years 2021 to 2023. The report will summarize the field measurements recorded during the 12-month review period from January through December of each calendar year, will present the observations made during the field evaluation along with observations made by the DSOD (if known), and will include conclusions and recommendations related to the performance, operation and maintenance of the dam. The water level in the reservoir, the depth to water in the piezometers, the seepage flow rate at weirs, the amount of rainfall, and the movement survey data will be presented in tables and time series plots.

Any significant safety, operational and maintenance issues previously reported will be considered and incorporated into each dam’s report so that continuity of those issues is maintained to the extent necessary. Each report will contain sufficient detail to meet DSOD requirements.

An electronic copy (PDF) of the draft annual dam surveillance report for each dam for each calendar year will be submitted to the District for review and comment. GENTERRA will incorporate the District’s review comments into the revised draft report for final review. Once approved by the District, GENTERRA will reproduce three (3) hard copies that will be signed and stamped by a Civil Engineer in the State of California (i.e., Joseph J. Kulikowski and/or Douglas A. Harriman). GENTERRA will submit two (2) hard copies to the District and one (1) hard copy to the DSOD.

Task 2 – Provide Other Assistance to the District (As-Needed)

This task will be performed on an as-requested basis. Under this task, GENTERRA will provide assistance to the District with any unusual event or operating condition that might occur which could impact the safe operating performance of the dams. **GENTERRA’s proposed Project Manager or a designee will be reachable by the District 24 hours per day, 7 days per week in the event of any emergency or critical issue related to the dam or any of the appurtenances, or to answer any questions by District staff or by the DSOD representatives.**

PROPOSED PROJECT TEAM

GENTERRA will commit a highly qualified and experienced team of professionals and support personnel to this project. The proposed project personnel are the following:

- Joseph J. Kulikowski, PE, GE – Project Manager/Senior Principal Engineer
- Soma Balachandran, PhD, PE, GE – Principal Engineer

- Douglas A. Harriman, PE – Principal Engineer
- Shuyu Liu, PE – Senior Project Engineer
- Asgar “Amin” Ahadpour Dodaran, EIT – Senior Staff Engineer
- Kristina Mohos – Senior Staff Geologist
- J. William Kulikowski – Supervisory Field Technician

The proposed Project Manager and Senior Principal Engineer for GENTERRA’s services is Joseph J. Kulikowski, PE, GE. Mr. Kulikowski has more than 45 years of experience in civil, geotechnical, and environmental engineering, with most of that time involved with the design and evaluation of dams in California. He has personally evaluated more than 300 dams and has been in responsible roles for the design of more than 30 dams. He spent almost 7 years early in his career as an engineer with the DSOD performing design reviews, construction review, field evaluations and monitoring review of dams throughout the entire State. He has extensive experience in coordination and review with DSOD representatives. He has been the Project Manager on all of the services that GENTERRA has provided to the District since 1999.

Other personnel who will participate on this project, as well as those who are available for additional services, include geotechnical and civil engineers, engineering geologists, structural engineers, hydrologists, field technicians, and support personnel with experience in the monitoring and review of the performance of earth, rockfill, and hydraulic fill dams, and in the evaluation of the stability of dams. Most of the proposed project personnel have been involved to a large extent in the services provided to the District on both dams since each of them joined our firm.

PROPOSED PROJECT SCHEDULE

The District is requesting to prepare annual surveillance reports for each dam for calendar years 2021 to 2023. Although we are already in the month of March 2021, GENTERRA is ready to commence work on this project immediately following receipt of the written authorization to proceed. It should be understood that the final annual surveillance reports for calendar year 2023 will involve labor and expenses into the beginning months of calendar year 2024.

PROPOSED COSTS

Attachment 1 is GENTERRA’s 2021 Professional Fee Schedule. GENTERRA has prepared a detailed cost estimate (**Attachment 2**) for the labor and expenses necessary to complete Task 1 of the proposed scope of work on a Not-To-Exceed basis. Charges will be made only for actual work performed. The proposed maximum cost for Task 1 (including Optional Subtask 1b) for the three-year period 2021 to 2023 is \$77,103 (which is \$12,850.50 per year per dam). The movement survey will likely be performed during the same or following day as the field evaluation in order to save costs. If the District prefers **not** to authorize the Optional Subtask 1b, then the proposed maximum cost for Task 1 is \$59,253 (which is \$9,875.50 per year per dam).

As-requested work performed for Task 2 will be billed in accordance with GENTERRA's 2021 Professional Fee Schedule (**Attachment 1**) during the full term of this contract.

All travel time and costs will be determined from GENTERRA's Sacramento office. Invoices will be submitted for progress payments as the work is completed.

CONTRACT REQUIREMENTS AND INSURANCE

After GENTERRA has received notification of the District's agreement with this proposed scope of work and cost estimate, GENTERRA will review and execute the Agreement for Professional Engineering Services. GENTERRA has the required insurance coverage and can submit the necessary certificates and clauses.

Thank you for the opportunity to continue to provide our services to the District. We are very interested in working with the District on this project. Please contact me at (949) 753-8766 if you have any questions or wish to discuss this proposal in more detail.

Sincerely,

GENTERRA Consultants, Inc.



Joseph J. Kulikowski, PE, GE
President/Senior Principal Engineer

Attachments:

Attachment 1 – GENTERRA's 2021 Professional Fee Schedule

Attachment 2 – Cost Estimate Sheet

ATTACHMENT 1
GENTERRA CONSULTANTS, INC.
2021 PROFESSIONAL FEE SCHEDULE
ENGINEERING AND GEOTECHNICAL CONSULTING SERVICES

FEES FOR PROFESSIONAL, TECHNICAL AND SUPPORT STAFF

GENTERRA Consultants, Inc. charges our clients for professional, technical and support services for time directly related to a project. Charges are not made for ordinary secretarial services, office management, accounting, maintenance or other activities not directly related to a project. Current personnel classifications and rates are summarized below:

<u>PERSONNEL CLASSIFICATION</u>	<u>RATE (\$ PER HOUR)</u>
Office Assistant ⁽¹⁾ (OFC ASST)	70
Word Processor/Typist ⁽¹⁾ (WORD PROC)	90
Draftsperson/Technical Illustrator ⁽¹⁾ (TI).....	100
Field/Laboratory Technician ⁽¹⁾ (TECH)	110
Senior Field/Laboratory Technician ⁽¹⁾ and CAD Designer ⁽¹⁾ (SR TECH/CAD)	140
Supervisory Technician/Field Operations Manager ⁽¹⁾ (SUPV TECH)	160
Staff Engineer/Geologist/Scientist ⁽¹⁾ (STAFF)	170
Senior Staff Engineer/Geologist/Scientist ⁽¹⁾ (SR STAFF).....	190
Project Engineer/Geologist/Scientist (PROJECT).....	210
Senior Project Engineer/Geologist/Scientist (SR PROJECT)	230
Associate (ASSOC)	250
Senior Associate (SR ASSOC).....	260
Principal (PRINC)	290
Senior Principal (SR PRINC).....	310

⁽¹⁾ Overtime will be charged at 1.25 times the above listed rates for these personnel classifications. Prevailing wage rates will be applied for field personnel when required based on published rates for the project location. Overtime is defined as time charged to a project in excess of eight (8) hours per day and time worked on weekends and holidays.

Contract technical personnel, if used on a project, may be charged at the hourly rates listed above. Travel time will be charged at regular hourly rates.

Charges for services related to court appearances and for expert witness testimony will be 175% of regular hourly rates, with a minimum daily charge of four (4) hours, plus expenses. Preparation for testimony for all expert and support personnel will be charged at regular hourly rates.

PROJECT-RELATED EXPENSES

Expenses directly related to a project will be billed as follows:

Subcontractors (drilling, trenching, surveying, testing, etc.), travel-related expenses (hotels, meals, vehicle rentals, air travel, etc.) and other project expenses (e.g., aerial photographs, outside reprographics, equipment rental, overnight shipping, project-related expendable supplies, etc.) will be charged at cost plus 15%.

Nuclear density gauges used on projects will each be charged at the rate of \$90 per day. A water level indicator used for wells and piezometers will be charged at the rate of \$50 per day. Rates for other special field equipment will be provided in advance of use on each project. In-house photocopy/reproduction will be billed at \$0.15 per page for black-and-white copies and \$1.50 per page for color copies and color digital photographs, unless shown otherwise in cost proposal.

Mileage for project- related travel will be billed at 2021 Federal Approved Mileage Rate of \$0.56 per mile. Field vehicles used for site investigations and during construction are billed at \$20 per hour plus mileage charges.

Charges for laboratory soils testing are shown on a separate fee schedule.

ATTACHMENT 1

CHANGES TO FEE SCHEDULE

This fee schedule applies to services rendered in the current year and/or until a new fee schedule is issued. GENTERRA Consultants, Inc. (GENTERRA) reviews and revises our fee schedule periodically. Unless other arrangements have been made, charges for services (including continuing projects initiated in the prior year) will be based on the most recently published fee schedule.

INVOICES

Invoices will be issued monthly, or at other specified intervals for some projects, and will be payable upon receipt unless other arrangements have been agreed upon. Interest of 1% per month (but not exceeding the maximum rate allowed by law) will be payable on accounts not paid within 30 days, unless prior agreement is made for other terms. Any attorney's fees or other costs incurred in collecting any delinquent account shall be paid by the client.

A retainer of 50% of the total fee is required for projects with total fees of \$10,000 or less, or for projects for which the cost of field studies and/or equipment account for more than 50% of the total fee. On projects with total fees of less than \$10,000, the balance of payment must be paid at the time the report is released to the client. For legal Clients, we will require a retainer to be established at the time of authorization.

CONDITIONS

GENTERRA warrants that its services are performed, within the limits prescribed by our clients, in accordance with generally accepted standards of care and diligence normally practiced by recognized consulting firms performing services of a similar nature. No other warranty, either express or implied, is included or intended in GENTERRA's proposals, contracts or reports.

DISCLOSURE

On projects involving site investigations and/or evaluations of prior geotechnical reports by others, Client agrees to provide all information in Client's possession pertinent to actual or possible presence of hazardous materials and utilities on the site and agrees to compensate GENTERRA for all costs associated with the unanticipated discovery of hazardous materials or damage to utilities not previously identified by the Client.

ATTACHEMENT 2 - COST ESTIMATE SHEET
Annual Dam Safety Field Evaluations and As-Requested Services
Calendar Years 2021 through 2023
Magalia Dam (DSOD Dam No. 73-0) & Paradise Dam (DSOD Dam No. 73-2)
Prepared for: Paradise Irrigation District
Prepared by: GENTERRA Consultants, Inc.
March 31, 2021

Task Description	Labor Rate (\$/hr):		\$310.00		\$290.00		\$250.00		\$230.00		\$190.00		\$160.00		\$100.00		\$90.00		Total Hours	Total Labor Cost	Expenses	TOTAL COST
	Classification:		Senior Principal Engineer		Principal Engineer		Associate Engineer		Senior Project Engineer		Senior Staff Engineer		Supervisory Technician		Technical Illustrator		Word Processor					
	Personnel Initial:		JJK		SB		DAH		SL		AAD		JWK		KMM		MAG/TMC					
Task Description	hours	cost	hours	cost	hours	cost	hours	cost	hours	cost	hours	cost	hours	cost	hours	cost	hours	cost				
Task 1 - Annual Surveillance Reports	33	\$10,230	42	\$12,180	72	\$18,000	24	\$5,520	15	\$2,850	75	\$12,000	126	\$12,600	24	\$2,160	411	\$75,540	\$1,563	\$77,103.00		
<i>Subtask 1a - Review and Analysis of Surveillance Data</i>	12	\$3,720	6	\$1,740	18	\$4,500		\$0	6	\$1,140	6	\$960	36	\$3,600		\$0	84	\$15,660		\$15,660.00		
<i>Subtask 1b - Conduct Movement Surveys (Optional Subtask)</i>	3	\$930	24	\$6,960		\$0	24	\$5,520		\$0	24	\$3,840	6	\$600		\$0	81	\$17,850		\$17,850.00		
<i>Subtask 1c - Conduct Dam Safety Field Evaluations</i>	6	\$1,860		\$0	36	\$9,000		\$0		\$0	36	\$5,760		\$0		\$0	78	\$16,620	\$1,152	\$17,772.00		
<i>Subtask 1d - Prepare Annual Surveillance Reports</i>	12	\$3,720	12	\$3,480	18	\$4,500		\$0	9	\$1,710	9	\$1,440	84	\$8,400	24	\$2,160	168	\$25,410	\$411	\$25,821.00		
Task 2: Provide Other Assistance to the District (As- Requested)		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0	0	\$0		\$0.00		
Sub-Total =	33	\$10,230	42	\$12,180	72	\$18,000	24	\$5,520	15	\$2,850	75	\$12,000	126	\$12,600	24	\$2,160	411	\$75,540	\$1,563	\$77,103.00		

Proposed Task 1 (including Subtask 1b) Total Cost = \$77,103.00
Total Cost per year per dam = \$12,850.50

Proposed Task 1 (excluding Subtask 1b) Total Cost = \$59,253.00
Total Cost per year per dam = \$9,875.50

- Notes:
(1) Cost Estimate is based on GENTERRA's 2021 Fee Schedule.
(2) Expenses for Subtask 1b are waived based on assumption that this work will be performed on same trip as Subtask 1c.
(3) Cost Estimate for Task 2 will be provided when requested by the District.

Personnel Initial and Name:

JJK Joseph J. Kulikowski, PE, GE	SL Shuyu Liu, PE	KMM Kristina M. Mohos
SB Soma Balachandran, Ph.D., PE, GE	AAD Asgar "Amin" Ahadpour Dodaran, EIT	MAG Mary A. Gunnison
DAH Douglas A. Harriman, PE	JWK J. William Kulikowski	TMC Tanya M. Cason



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: Tom Lando, Interim District Manager

DATE: April 15, 2021

RE: Butte LAFCO – Election for a Special District **Regular “Non-Enterprise”** Member and a Special District **Alternate “Enterprise/Non-Enterprise”** Member
04/21/2021 Board of Directors Meeting

Butte Local Agency Formation Commission (LAFCO) is holding an election for a Special District **Regular “Non-Enterprise”** Member and a Special District **Alternate “Enterprise/Non-Enterprise”** Member. The following is a memo from LAFCO outlining the election process, including an Election Ballot.

In order for the election to be valid, a quorum of (21) districts must complete and return their ballots. Each Special District may vote for one (1) nominee for each of the vacant seats or may indicate a write-in candidate on the election ballot.

If the Board desires, the recommended form of motion would be:

“I move to nominate _____ (Candidate Name) for the Special District Regular “Non-Enterprise” Member position and _____ (Candidate Name) for the Special District Alternate “Enterprise/Non-Enterprise” Member position and authorize certification and submittal of the 2021 Election Ballot to Butte LAFCO.”



BUTTE LOCAL AGENCY FORMATION COMMISSION

1453 Downer Street, Suite C • Oroville, California 95965-4950
(530)538-7784 • Fax (530)538-2847 • www.buttelafco.org

TO: Butte County Special Districts
Butte County Special District Association

FROM: Jill Broderson, Management Analyst

SUBJECT: Election of a Special District *Regular* "Non-Enterprise" Member and an *Alternate* "Enterprise/Non-Enterprise" Member

DATE: March 12, 2021

Nominations Requested

On February 3, 2021, the Butte Local Agency Formation Commission called for nominations for:

- One (1) Special District ***Regular*** "Non-Enterprise" Member. The term for this seat is four years and will begin June 1, 2021 and expire May 31, 2025; and
- One (1) Special District ***Alternate*** "Enterprise/Non-Enterprise" Member. The term for this seat is four years and will begin June 1, 2021 and expire May 31, 2025.

Nominations Received

The nomination period closed on Thursday, March 11, 2021. Valid nominations received are as follows:

For the ***Regular*** "Non-Enterprise" Member:

- ~~Larry Bradley, Durham Recreation & Park District (Non-Enterprise)~~
(Nomination withdrawn for "Regular" member)
- Dave Donnan, Chico Area Recreation & Park District (Non-Enterprise)
- Al McGreehan, Paradise Recreation & Park District (Non-Enterprise)

For the ***Alternate*** "Enterprise/Non-Enterprise" Member:

- Larry Bradley, Durham Recreation & Park District (Non-Enterprise)
- Bruce Wristen, Director, Thermalito Water & Sewer District (Enterprise)

Instructions:

1. Votes shall be made by official action of the Districts' Board of Directors.
2. Ballots shall be certified by the signature of the Chair, or an alternate District Board Member chosen by the Districts' Board for the purpose of signing the attached ballot AND counter-signed by the Districts' General Manager/Secretary of Board.
3. Ballots shall be returned no later than **4:00 p.m. on Friday, May 14, 2021**. Ballots postmarked after the closing date will not be accepted.
4. Districts may submit their ballots one of the following ways:

Hand Delivered	Electronic Mail	Certified Mail
Stephen Lucas Executive Officer Butte LAFCO 1453 Downer Street, Suite C Oroville, CA 95965	slucas@buttecounty.net	Stephen Lucas Executive Officer Butte LAFCO 1453 Downer Street, Suite C Oroville, CA 95965

5. District ballots returned by electronic mail shall be scanned copies of the original signed certified ballot.
6. If you do not have a District Board meeting scheduled within this time frame, a special meeting shall be scheduled in order to submit a valid ballot.

In order for the election to be valid, a quorum (21) of districts must complete and return their ballots. Otherwise, the process will repeat until such time we receive ballots from a majority of the districts. This is an important ballot, as your Special District LAFCO Commissioner will be making decisions on budget issues, policies and projects that may have a direct impact on your district. Please participate in this election and submit your vote.

Should you have any questions, please feel free to me.

Attachment



BUTTE LOCAL AGENCY FORMATION COMMISSION
1453 Downer Street, Suite C
Oroville, CA 95965 – (530) 538-7784

2021 ELECTION BALLOT

Special District *Regular* “Non-Enterprise” Member and a Special District *Alternate* “Enterprise/Non-Enterprise” Member

Regular “Non-Enterprise” Member **Please Vote for One (1)**

~~Larry Bradley – Durham Recreation & Park District~~
(Mr. Bradley has withdrawn his nomination for “Regular” member)

Dave Donnan – Chico Area Recreation & Park District

Al McGreehan – Paradise Recreation & Park District

(Write in Candidate) (Name of District)

Alternate “Enterprise/Non-Enterprise” Member **Please Vote for One (1)**

Larry Bradley – Durham Recreation & Park District

Bruce Wristen – Thermalito Water & Sewer District

(Write in Candidate) (Name of District)

Certification of Ballot

District Board Chair or Designee

District Manager/Secretary of the Board

District

Date

To: Board of Directors
From: Tom Lando, Interim District Manager
Date: April 15, 2021
Subject: Surplus Property – 2008 Ford Ranger Extended Cab Truck
04/21/2021 Board of Directors Meeting

Recommendation:

It is recommended the Board adopt Resolution No. 2021-04 declaring the 2008 Ford Ranger Extended Cab Truck (Unit 182) as surplus property and authorize disposal of vehicle in the most cost effective and practical manner.

Background:

On March 5, 2021, a vehicle incident occurred resulting in damage to the District's 2008 Ford Ranger Extended Cab truck, VIN No. 1FTYR14D48BP01749 (Unit No. 182). ACWA Joint Powers Insurance Authority (ACWA/JPIA) has deemed the vehicle a total loss.

The District received a check from ACWA/JPIA in the amount of \$7,335.72, which represents reimbursement for the total loss of this vehicle. ACWA-JPIA has begun the subrogation process with the responsible party's insurance company and if successful, will reimburse the District the deductible amount of \$1,000.

Following the 2018 Camp Fire, Yorba Linda Water District reached out to help. This vehicle is one of the three vehicles donated to Paradise Irrigation District by Yorba Linda Water District in December 2018.

The recommended form of motion is:

"I move to adopt Resolution No. 2021-04 declaring the 2008 Ford Ranger Extended Cab Truck (Unit No. 182) damaged and no longer necessary for District purposes and authorize disposal of property in the most cost effective and practical manner."



PARADISE IRRIGATION DISTRICT

RESOLUTION NO. 2021-04

RESOLUTION BY THE BOARD OF DIRECTORS OF THE PARADISE IRRIGATION DISTRICT DECLARING PROPERTY NO LONGER NECESSARY AND AUTHORIZING SALE OR DISPOSAL OF PROPERTY

WHEREAS, the Paradise Irrigation District owns certain property described as:

One 2008 Ford Ranger Extended Cab Truck – VIN No. 1FTYR14D48BP01749
(PID Unit No. 182); and

WHEREAS, said vehicle has been deemed a total loss under the District's Property Program through the Association of California Water Agency-Joint Powers Insurance Authority due to damage sustained in a vehicle incident; and

WHEREAS, it has been determined in accordance with section 22500 of the Water Code that said property is no longer necessary for District purposes and it is in the best interest of the District to sell or dispose of said property.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Directors of the Paradise Irrigation District that said property is declared no longer necessary for District purposes and that said property be disposed of by the Interim District Manager under such terms and conditions as deemed appropriate.

Passed and adopted by the Board of Directors of the Paradise Irrigation District this 21st day of April, 2021 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

PARADISE IRRIGATION DISTRICT

Shelby Boston, President

Attest:

Georgeanna Borraro, Secretary