



Paradise Irrigation District

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

AGENDA

REGULAR MEETING PARADISE IRRIGATION DISTRICT BOARD OF DIRECTORS PID BOARD ROOM

6332 CLARK ROAD, PARADISE, CA 95969

WEDNESDAY, AUGUST 18, 2021 – 6:30 PM

- ❖ *The Board of Directors is committed to making its meetings accessible to all citizens. Any persons requiring a special accommodation to participate, is requested to contact the District Secretary at (530) 876-2039 at least 48 hours in advance of the meeting.*

- ❖ *The following options are available for members of the public interested in participating in the meeting remotely:*

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

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

Meeting ID: 881 9284 1237

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

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

1. **OPENING:**

- a. Call to Order
- b. Public & Board Members; please silence your cell phones
- c. 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 3 minutes per agenda item.

3. **CLOSED SESSION:**

- a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (California Government Code section 54956.9 (d)(1).) Pacific Gas & Electric Company Bankruptcy Proceedings, including PID Claim Against Fire Victim Trust. Bankruptcy Case No. 19-30088 (DM).
- b. REAL PROPERTY NEGOTIATIONS (California Government Code section 54956.8)
Property subject to negotiations: Paradise Irrigation District Water Assets
District Negotiators: Tom Lando, District Manager, Mickey Rich, Assistant District Manager, Minasian Law Firm
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.

CLOSED SESSION CONTINUED:

- c. CONFERENCE WITH LABOR NEGOTIATORS (Government Code section 54957.6):
PID Labor Negotiator: Tom Lando, District Manager & Mickey Rich, Assistant District Manager
Employee Organization: Management Unit represented by Teamsters Local 137

4. ANNOUNCEMENT FROM CLOSED SESSION

5. APPROVAL OF CONSENT CALENDAR: *Action may be taken.*

- a. Approval of Meeting Agenda Order
- b. Approval of Minutes:
 - (Pg. 5-10) 1. Regular Meeting of July 21, 2021
 - (Pg. 11-12) 2. Special Meeting of August 10, 2021

6. TREASURER'S UPDATE:

- (Pg. 13-23) a. **Treasurer's Report:** Review and acceptance of the Treasurer's Report for the period ending July 31, 2021. *Action may be taken.*
- (Pg. 24-35) b. **Expense Approval Report:** Approval of General Fund Check Numbers 56512 through 56626 for the month of July 2021 totaling \$688,283.59, exclusive of voided check numbers 56617 to 56624, and authorization of a similar amount allowing or adjusting for extraordinary budget or Board approved items during the month of August 2021. *Action may be taken.*

(Pg. 36-53) 7. DISTRICT MANAGER AND STAFF / ENGINEERING REPORT UPDATES: Verbal and written report updates from staff and engineering consultant. *Information item only.*

- (Pg. 36) a. Strategic Plan Progress Report
- (Pg. 37) b. Customer Service Activity Report
- (Pg. 38) c. Transmission & Distribution Staff Report
- (Pg. 39-42) d. Water Treatment Plant Staff Report
- (Pg. 43-36) e. Water Supply Recovery Program Update: Progress update provided by Water Works Engineers
- (Pg. 47-53) f. District Engineering Report provided by Water Works Engineers
- g. Post Fire Disaster Public Assistance & Recovery Management Services Update: Verbal update provided by Nicole Maddox – Aptim Environmental & Infrastructure.

8. COMMITTEE REPORTS: *Information Item Only.*

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

- a. Community Relations Committee (Directors Brian Shaw & Marc Sulik - Chairperson)

9. UNFINISHED BUSINESS – None to report:

10. NEW BUSINESS:

- (Pg. 54-59) a. **Contracted Human Resources Consulting Firm** (Mickey Rich, Assistant District Manager): Authorize a contract with Brook Winter HR to provide human resources consulting services and authorize the District Manager to execute an Agreement for this contract assignment. *Action may be taken.*
- (Pg. 60-74) b. **Contracted Network Support / Maintenance Services** (Mickey Rich, Assistant District Manager): Authorize a contract with VistaNet, Inc. to provide IT consulting services and authorize the District Manager to execute an Agreement for this contract assignment. *Action may be taken.*
- (Pg. 75-152) c. **Investment Advisor Services** (Mickey Rich, Assistant District Manager): Discussion and consideration of proposals to provide investment advisor services to Paradise Irrigation District and authorizing the District Manager to execute an Agreement subject to legal review. *Action may be taken.*

NEW BUSINESS CONTINUED:

- d. **Teamsters Local 137 - Contract Ratification** (Tom Lando, District Manager): Ratify Proposed Tentative Agreement between Paradise Irrigation District and Teamsters Union 137 and update the terms of the Agreement in the Rules and Regulations Governing Employment Conditions, Salaries, and Benefits for Employees in the Management Unit effective July 1, 2021 through June 30, 2023. *Action may be taken.*

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

12. **ADJOURNMENT OF MEETING**

CONSENT CALENDAR
REGULAR MEETING
PARADISE IRRIGATION DISTRICT
BOARD OF DIRECTORS

WEDNESDAY, AUGUST 18, 2021 – 6:30 PM

A. APPROVAL OF MEETING AGENDA ORDER

B. APPROVAL OF MINUTES:

1. Regular Meeting of July 21, 2021
2. Special Meeting of August 10, 2021

MINUTES

REGULAR MEETING
BOARD OF DIRECTORS
PARADISE IRRIGATION DISTRICT
JULY 21, 2021

The regular meeting of the Board of Directors of the Paradise Irrigation District was called to order at 6:30 p.m. by Vice President Dan Hansen, followed by a Reflection and the Pledge of Allegiance to the Flag of the United States of America.

OPENING

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

ROLL CALL

BOARD MEMBERS ABSENT: President Shelby Boston

STAFF PRESENT: District Manager Tom Lando, Assistant District Manager Mickey Rich, Finance & Accounting Manager Miranda Hillskemper, Distribution Superintendent Pete Grout, Assistant Distribution Superintendent Jeff Hill, Office Manager Tiffany Bowen, and Secretary Georgeanna Borrayo

ALSO PRESENT: Consultants Colleen Boak with Water Works Engineers, Nicole Maddox with APTIM and members of the public.

Public member Loren Harvey suggested tracfones for use by the Board members as an option to receive text message comments from the public during Board of Director Meetings.

PUBLIC PARTICIPATION

Board members reviewed consent calendar items as follows:

- 5.a. Approval of Meeting Agenda Order
- 5.b. Approval of Minutes: Regular Meeting of June 16, 2021
Special Meeting of June 21, 2021
Special Meeting of July 1, 2021

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

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

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

Motion passes 4-0

Distribution Superintendent Pete Grout and Assistant Distribution Superintendent Jeff Hill provided an informational update regarding field operations daily workload and water supply recovery challenges. Currently, the Transmission & Distribution Department has eleven employees, which is one more person than the department had the day of the 2018 Camp Fire. With limited resources, maintaining the system is challenging. The District is advertising to fill temporary laborer positions to provide additional help; however, staff is finding hiring is difficult due to employment options in the construction trades in the area. Staff further discussed potential opportunities to outsource work in the following areas: Mainline replacement, repair of leaks found through the leak detection survey, and abandonment of old service lines. **Informational update only; no Board action taken.**

PARADISE
IRRIGATION
DISTRICT
STRATEGIC PLAN:

PRESENTATION –
PID DISTRIBUTION
OPERATIONS
(Item 4.a.)

ADOPTION OF
STRATEGIC PLAN
JULY 2021
(Item 4.b.)

Assistant District Manager Mickey Rich provided an overview of the process members of the Board and PID Staff used to develop a strategic plan for the organization. Components of the strategic plan include the identification of five key areas from which objectives and goals are focused: Organization, Finance, Operations, Customers, and People. A recommended Strategic Plan Review process is also included in the Plan.

It was moved by Director Shaw and seconded by Director Hinman to adopt the District's Vision and Mission Statement and Strategic Plan.

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

Motion passes 4-0

ACCEPTANCE OF
TREASURER'S
REPORT FOR
PERIOD ENDING
JUNE 30, 2021
(Item 5.a.)

Board members reviewed a written Treasurer's Report from Finance & Accounting Manager Mirande Hillskemper for the period ending June 30, 2021 highlighting the District's cash position, debt service analysis, operational overview, and recovery funding.

It was moved by Director Shaw and seconded by Director Sulik to accept the Treasurer's Report for the period ending June 30, 2021.

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

Motion passes 4-0

ACCEPTANCE OF
INVESTMENT
REPORT
THROUGH THE
QUARTER ENDING
JUNE 30, 2021
(Item 5.b.)

Finance & Accounting Manager Miranda Hillskemper highlighted cash and investment information as of the quarter ending June 30, 2021, reporting the District has \$13,542,086 in cash and investments and total year-to-date investment earnings of \$85,927. Investments of the District meet compliance with all aspects of Paradise Irrigation District's Investment Policy.

It was moved by Director Sulik and seconded by Director Shaw to accept the Investment Report for the quarter ending June 30, 2021.

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

Motion passes 4-0

EXPENSE
APPROVAL
REPORT
APPROVED
(Item 5.c.)

Board members reviewed accounts payable expense reports for the month of June 2021. It was moved by Director Shaw and seconded by Director Hinman to approve General Fund Check Numbers 56379 through 56511 for the month of June 2021 totaling \$565,785.63, exclusive of voided check numbers 56406 and 56510, and authorization of a similar amount allowing or adjusting for extraordinary budget or Board approved items during the month of July 2021.

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

Motion passes 4-0

Board members received written staff report updates from Customer Service, Field Operations, and Water Treatment Plant. Assistant District Manager Mickey Rich added recent employment activity includes filling two vacancies for the positions of Office Manager and Assistant Engineer in addition to extending an offer for an Administrative Assistant position.

DISTRICT
MANAGER AND
STAFF/ENGINEER-
ING REPORT
INFORMATIONAL
UPDATES (Item 6)

Engineering consultant Colleen Boak with Water Works Engineers provided an overview of information presented in reports included in the Board packet regarding the Water Supply Recovery Program and status of engineering support services to the Paradise Irrigation District.

Consultant Nicole Maddox with Aptim Environmental & Infrastructure provided an informational update regarding Public Assistance and Disaster Recovery Management Services in support of the recovery efforts and reviewed the status of each FEMA project water system component. A meeting with Cal OES is scheduled to discuss FEMA projects and status. **Information updates only; no Board action taken.**

None to report.

UNFINISHED
BUSINESS

Staff reported PID and Aptim Environmental & Infrastructure (APTIM) entered into a Professional Services Agreement on July 26, 2019 for APTIM to provide post-fire disaster public assistance and disaster recovery management services to assist in support of the recovery efforts for the state and federal aid programs. Support services under Contract Amendment No. 1 end July 25, 2021. Pursuant to the District's request, APTIM has submitted a contract extension to allow for continuation of the services being provided under the original Agreement through July 25, 2022. The compensation for services provided by APTIM for continuation of FEMA consulting work pursuant to this amendment shall not exceed \$527,680.00, for an adjusted "not to exceed" total contract value of ~~\$1,422,246.00~~\$1,402,276.00.

NEW BUSINESS:

POST FIRE
DISASTER PUBLIC
ASSISTANCE &
DISASTER
RECOVERY
MANAGEMENT
SERVICES –
CONTRACT
EXTENSION
(Item 9.a.)

It was moved by Director Shaw and seconded by Director Hinman to authorize approval of Amendment No. 2 with Aptim Environmental & Infrastructure and direct staff to increase the "not-to-exceed" total contract amount to ~~\$1,422,246~~\$1,402,276 for post disaster recovery public assistance and disaster recovery management services being provided under the original Agreement dated July 26, 2019, and authorize the District Manager to execute contract amendment.

AYES: Directors Hinman, Hansen, Sulik, and Shaw

NOES: None

ABSENT: President Boston

Motion passes 4-0

Vice President Hansen called for a board recess at 7:47 p.m.

BOARD RECESS

Vice President Hansen reconvened the regular meeting at 7:54 p.m. and indicated the Board will return to hear committee reports under agenda item 7.

MEETING
RECONVENED

Finance Committee: Director Hinman reported a committee meeting was held on July 9, 2021 to review the draft budget for fiscal year 2021-2022, which the Board will consider adopting this evening under new business, item 9.e.

COMMITTEE
REPORTS
(Item 7.a.)

RESOLUTION NO.
2021-09 ADOPTED
ESTABLISHING
APPROPRIATION
LIMIT OF THE
DISTRICT FOR
FISCAL YEAR
2021-2022
(Item 9.b.)

Finance & Accounting Manager Miranda Hillskemper reported this is an action the Board takes annually to allocate and establish the District's appropriation limit for the property taxes that are received each fiscal year.

It was moved by Director Hinman and seconded by Director Shaw to adopt Resolution No. 2021-09 establishing the appropriation limit of the District at \$2,380,256.00 for Fiscal Year 2021-2022 pursuant to Article XIII B of the California Constitution.

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

Motion passes 4-0

RESOLUTION NO.
2021-10 ADOPTED
TRANSMITTING
DELINQUENT
WATER CHARGES
TO BUTTE CO.
AUDITOR-
CONTROLLER
(Item 9.c.)

Finance & Accounting Manager Miranda Hillskemper reported the California Water Code provides the authority to add certain unpaid charges to the District's assessment roll and to become part of the annual secured property tax levied upon the land in which the charges are unpaid. Of the unpaid charges reported under Exhibit "A" and attached to Resolution 2021-10, 507 accounts were included in last year's levy.

It was moved by Director Shaw and seconded by Director Sulik to adopt Resolution No. 2021-10 transmitting delinquent water charges to the County of Butte to place on the 2021-2022 secured property tax roll.

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

Motion passes 4-0

PID RESERVE
FUND POLICY
ANNUAL REVIEW
(Item 9.d.)

The District's Reserve Fund Policy requires an annual review of the policy by the Board of Directors at a public meeting to determine appropriate changes, additions, and/or deletions to reserve funds. No changes are recommended to the written Reserve Fund Policy at this time.

It was moved by Director Shaw and seconded by Director Hinman to authorize approval to reaffirm continuance of the Paradise Irrigation District Reserve Fund Policy as written.

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

Motion passes 4-0

PID 2021-2022
FINANCIAL PLAN
ADOPTED
(Item 9.e.)

Finance and Accounting Manager Miranda Hillskemper provided an overview of the District's 2021-2022 Budget. Following an opportunity for questions and comments, it was moved by Director Shaw and seconded by Director Hinman to adopt the Paradise Irrigation District Budget for Fiscal Year 2021-2022.

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

Motion passes 4-0

District Manager Tom Lando reported development of the Vina Groundwater Sustainability Plan (GSP) is underway. He was invited to testify about the Vina (GSP) because the Plan includes the option of the Paradise Irrigation District Intertie Project.
Informational item only; no Board action requested.

VINA
GROUNDWATER
SUSTAINABILITY
PLAN
(Item 9.f.)

Director Hinman commented he has noticed the planes flying to the Dixie Fire and appreciates the sacrifices and work of the emergency personnel.

DIRECTORS'
COMMENTS
(Item 10)

Vice President Hansen announced the Board will adjourn to closed session to discuss agenda items 11.b. through 11.e. Closed Session agenda item 11.a. has been withdrawn and no discussion will be held on this item: Conference with Legal Counsel – Existing Litigation in reference to Neil Essila et al v. Paradise Irrigation District et al, Butte County Superior Court Case No. 17CV02546.

CLOSED SESSION
(Items 11.b. – 11.e.)

As there were no comments received, the Board adjourned to closed session at 8:17 p.m. to discuss the following:

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

Closed Session Announcement: Direction has been given to Legal Counsel.

- c. CONFERENCE WITH LABOR NEGOTIATORS (Government Code section 54957.6).
Agency Designated Representative: Tom Lando, District Manager & Mickey Rich, Assistant District Manager
Employee Organization: Management Unit represented by Teamsters Local 137

Closed Session Announcement: Direction has been given to the District's designated representative.

- d. CONFERENCE WITH LABOR NEGOTIATORS (Government Code section 54957.6).
Agency Designated Representative: Tom Lando, District Manager & Mickey Rich, Assistant District Manager
Employee Organization: General Unit represented by IBEW Local 1245

Closed Session Announcement: Direction has been given to the District's designated representative.

- e. REAL PROPERTY NEGOTIATIONS (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.

Closed Session Announcement: Direction has been given to the District's Negotiator. No action taken.

CLOSED SESSION
ANNOUNCEMENT
(Item 12)

Vice President Hansen reconvened the regular meeting at 8:32 p.m. and provided closed session announcement information regarding agenda items 11.b., 11.c., 11.d., and 11.e. as listed in italicized print under each closed session item above on page 5.

ADJOURNMENT OF
MEETING

There being no further business, it was moved by Vice President Hansen to adjourn the meeting. The regular meeting of the PID Board of Directors was adjourned at 8:34 p.m.

Georgeanna Borrayo, Secretary

Dan Hansen, Vice President

PENDING BOARD APPROVAL

MINUTES

SPECIAL MEETING
BOARD OF DIRECTORS
PARADISE IRRIGATION DISTRICT
AUGUST 10, 2021

The special meeting of the Board of Directors of the Paradise Irrigation District was called to order at 4:30 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

ROLL CALL

BOARD MEMBERS ABSENT: Director Brian Shaw

STAFF PRESENT: Assistant District Manager Mickey Rich and Secretary Georgeanna Borrayo

No public comments were 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. Following an opportunity for public comment, the Board adjourned to closed session at 4:32 p.m. to discuss the following:

CLOSED SESSION:
REAL PROPERTY
NEGOTIATIONS
(Item 3.a.)

3.a. REAL PROPERTY NEGOTIATIONS pursuant to California Government Code section 54956.8.

Property subject to negotiations: Water Transfer Agreement

PID Negotiator: Mickey Rich, Assistant District Manager

Other Party: Del Oro Water Company

Under Negotiation: Terms and conditions of a potential amendment to existing Water Transfer Agreement with Del Oro Water Company.

President Boston reconvened the special meeting at 4:55 p.m. and announced direction has been given to PID negotiator regarding agenda item 3.a. - Real Property Negotiations.

ANNOUNCEMENT
FROM CLOSED
SESSION

Assistant District Manager Mickey Rich reported Del Oro Water Company has informed PID that emergency conditions are affecting its water supply due to historically low water elevations in Lake Oroville leading to an emergency loss in Del Oro's ability to provide water for the health and safety of its customers.

EMERGENCY
WATER REQUEST
DEL ORO WATER
COMPANY

Del Oro Water Company is requesting not more than 10 acre-feet of groundwater per month to serve its' Lime Saddle District from PID's existing groundwater facility and delivered at an existing intertie (the Lime Saddle Point of Delivery). Resolution Number 2021-11 would authorize the District Manager to negotiate and execute an agreement with Del Oro Water District providing for the delivery of emergency groundwater supplies from PID's "D" Tank Production Well to deliver up to 100 acre-feet of potable water to Del Oro from time to time. The Addendum Agreement shall expire the earlier of (1) delivery of 100 acre-feet, or (2) until February 1, 2022 and there are contingencies in the Addendum that would allow PID to discontinue deliveries of water.

RESOLUTION
2021-11 ADOPTED
PROVIDING FOR
THE DELIVERY OF
EMERGENCY
GROUNDWATER
SUPPLIES
(Item 4.b.)

CONTINUED –
EMERGENCY
WATER REQUEST
FROM DEL ORO
WATER COMPANY

The District has received communications from Del Oro's Lime Saddle District customers urging the Board of Directors to approve this Agreement.

It was moved by Director Hinman and seconded by Director Sulik to adopt Resolution No. 2021-11 authorizing the District Manager to negotiate and execute an agreement with Del Oro Water District providing for the delivery of emergency groundwater supplies. Directors' votes were polled as follows by roll call:

AYES: Directors Hinman, Hansen, Sulik, and Boston

NOES: None

ABSENT: Director Shaw

Motion passes 4-0

"D" TANK
PRODUCTION
WELL PUMP
REPLACEMENT
APPROVED
(Item 4.c.)

Staff reported the one production well the District owns is located at the "D" Tank site. Last year, the District had difficulty keeping the pump running. Following a service diagnosis and due to the age of the pump (23 to 25 years old), the recommendation is to replace the pump along with the wiring to the pump and checking and replacing any piping at the same time. Bids have been requested to perform this work.

It was moved by Director Sulik and seconded by Director Hansen to provide a one-time approval for the District Manager to authorize up to \$40,000 for the Water Treatment Plant expenditure to provide a new pump, wiring, and perform the work necessary for the removal and replacement of the submersible pump at the "D" Tank Well.

AYES: Directors Hinman, Hansen, Sulik, and Boston

NOES: None

ABSENT: Director Shaw

Motion passes 4-0

DIRECTORS'
COMMENTS
(Item 5.)

Director Hinman acknowledged staff for assistance with providing and printing requested documents and information.

Director Sulik thanked management staff for their recent monthly activity report update.

Director Hansen acknowledged PID staff involved in assisting Greenville impacted by the Dixie Fire and stated he is proud of PID for returning the grace that was given to PID during the Camp Fire.

Director Boston indicated it has been very impactful to see the devastation once again and is proud of PID for their action to help.

ADJOURNMENT OF
MEETING

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 5:04 p.m.

Georgeanna Borrayo, Secretary

Shelby Boston, President



Paradise Irrigation District

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Treasurer's Report – July 2021

1. **Cash Position** – At 07/31/2021 the District's total cash position was \$12,876,956.75.
2. **Debt Service Analysis**
 - a. Through 07/31/2021 the District has not incurred any budgeted debt service payments for the fiscal year ending 06/30/22.
 - b. The District's total outstanding debt is \$4,697,895.
 - i. IBank \$1,053,395
 - ii. Capital One \$1,665,000
 - iii. BB&T \$1,979,500

Operational Overview and Highlights – FY 2021/22

3. **Revenues**
 - a. Through 07/31/21 the District has processed approximately 1,872 customer requests to permanently disconnect services. Approximately 56 previously disconnected customers have returned to sealed or active service during July 2021.
 - b. Through 07/31/21 the District has returned approximately 3919 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. We have 4770 customers on our sealed rate.
 - c. The District is collecting fees for Interim Water Supply installation. Through 07/31/21, the District has processed 78 requests during the current fiscal year for Interim Water Supply and has collected \$12940.98 in related fees.
 - d. The District is collecting service fees for Residential Fire Flow testing. Through 07/31/21, the District has processed 41 requests during the current fiscal year for Residential Fire Flow testing and has collected \$5448.90 in related fees.
4. **Expenses**
 - a. Total operational and recovery related expenditures are within revised budgeted expectations for the fiscal year ending 06/30/22.



Paradise Irrigation District

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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 07/31/21, the District has not received any FEMA/CalOES reimbursements for this calendar year. Staff continues to work with APTIM to complete all needed documents for FEMA/ CalOES reimbursements.

2. Additional Supplemental Appropriations for Disaster Relief (ASADRA)

- a. The District is continuing to work with the water Board, APTIM, and Water Works to complete all requirements and questions of the ASADRA application.

3. District Fencing Insurance Claim

- a. Staff is actively collecting bids from contractors for repairs of all district fencing damaged in the 2018 Camp Fire.

4. Water Treatment Plant Exterior Damage Insurance Claim

- a. Staff is actively collecting bids from contractors for damages to the exterior of the water treatment plant building due to the 2018 Camp Fire.

Paradise Irrigation District
July 31, 2021
Financial Summary

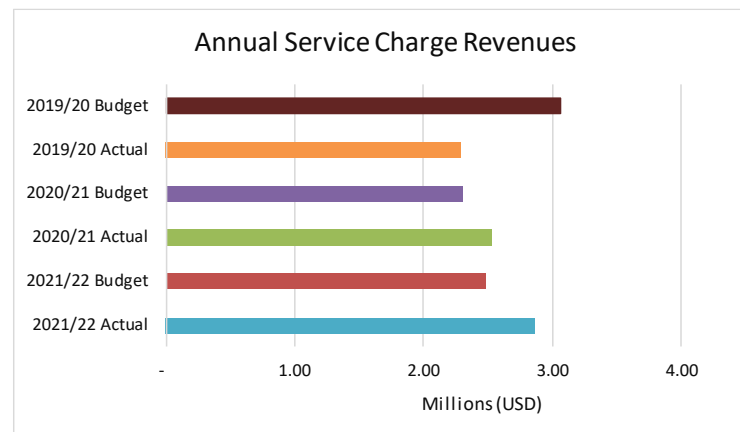
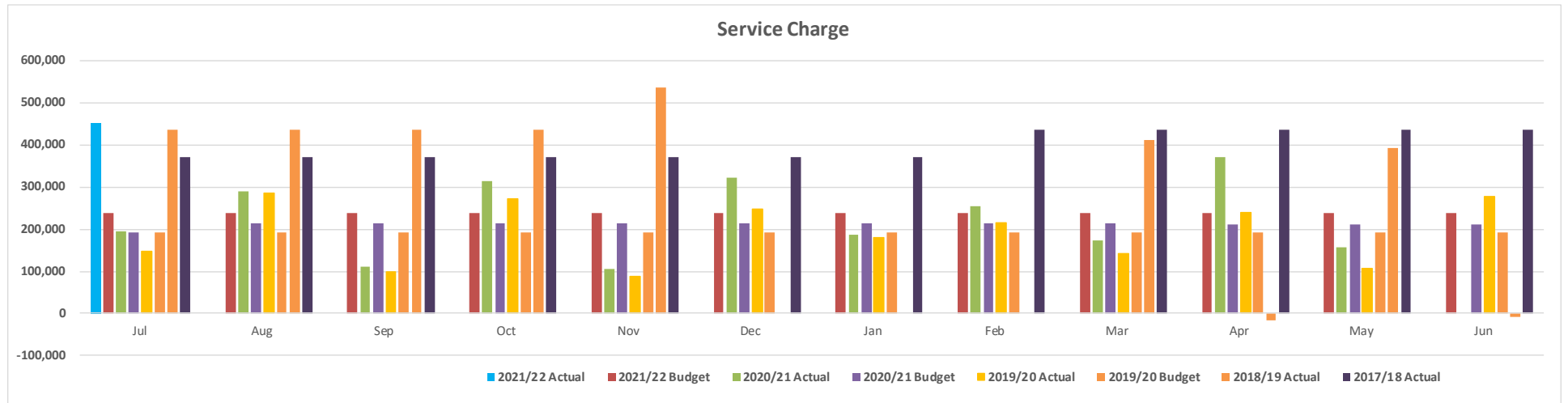
	2019/20 Estiamte Update	2019/20 Actual	2020/21 Estimate Update	2020/21 Actual	2021/22 Estimate	2021/22 Actual
REVENUES:						
Water Sales	2,301,554	2,311,794	2,534,844	2,793,089	2,889,235	467,313
Outside Water Sales	100,000	105,338	100,000	118,909	100,000	-
Other	1,019,240	1,060,600	616,160	655,710	63,780	12,528
Interest	60,000	93,111	60,000	85,927	35,000	9,589
Taxes - 1%	300,000	380,185	250,000	432,366	250,000	64,115
FMV Gain/Loss - Securities	-	(427)	-	(319)	-	-
Grant Rev	25,500	25,500	25,000	293,742	-	-
Inc-Save-A-Can/Buy-A-Fish	-	-	-	-	-	-
Inc-Capacity Fees	13,000	16,252	150,000	171,285	-	11,669
Revenue - PFD	50,000	54,372	50,000	62,621	50,000	12,451
Total Revenue	3,869,294	4,046,725	3,786,004	4,613,331	3,388,015	577,664
EXPENDITURES:						
Operating	6,051,705	5,260,887	6,140,640	5,468,220	6,552,418	558,999
Pipeline	-	-	-	-	-	-
Debt Service	841,723	841,723	936,174	936,174	1,096,701	-
PFD	-	34,043	-	57,704	-	-
Total Expenditures	6,893,428	6,136,653	7,076,814	6,462,098	7,649,119	558,999
Increase/(Decrease) in Cash before Recovery, Debt Proceeds, and Capital Improvements	(3,024,134)	(2,089,927)	(3,290,810)	(1,848,766)	(4,261,104)	18,665
Debt Proceeds	-	76,922	-	-	-	-
Increase/(Decrease) in Cash before Recovery and Capital Improvements	(3,024,134)	(2,013,005)	(3,290,810)	(1,848,766)	(4,261,104)	18,665
FEMA Reimbursements	2,625,000	159,961	3,386,630	2,390,485	13,059,640	-
Insurance Proceeds	4,080,000	4,084,707	5,000,000	5,068,231	3,000,000	-
State Funding	7,374,000	7,374,330	7,374,000	7,374,330	-	-
PGE Locating Reimbursements	150,000	-	300,000	59,627	300,000	-
Other Recovery Grants					10,370,139	-
Cash Available for Recovery/Capital Projects	14,229,000	11,618,998	16,060,630	14,892,673	26,729,780	-
	11,204,866	9,605,993	12,769,820	13,043,906	22,468,675	18,665
Major Capital/Recovery Projects	(6,450,000)	(6,414,054)	(10,620,272)	(389,853)	(27,790,671)	(683,795)
Minor Capital Projects	-	-	(649,541)	-	(502,889)	-
Increase/(Decrease) in Cash	4,754,866	3,191,938	1,500,007	12,654,054	(5,824,885)	(665,130)
Beginning Cash Balance	4,043,797	4,043,797	7,235,736	7,235,736	19,889,790	13,542,086
Ending Cash Balance	8,798,664	7,235,736	8,735,743	19,889,790	14,064,905	12,876,956

Paradise Irrigation District
July 31, 2021
Revenue Summary

	FY 2019/20 Estimate Update	FY 2019/20 Actual	FY 2020/21 Estimate Update	FY 2020/21 Actual	FY 2021/22 Estimate	FY 2021/22 Actual
<u>General Fund/Operating</u>						
Water - Service	2,295,054	2,303,549	2,534,844	2,321,432	2,869,235	451,493
Water - Consumption	-	(918)	-	(44)	-	-
Water - Fees & Adjustments	6,500	9,164	-	140	20,000	15,820
Outside Water Sales	100,000	105,338	100,000	118,909	100,000	-
Meter Revenue	861,300	868,678	510,300	334,765	-	(0)
Recreation & Boating Permits	10,000	17,508	-	165	-	-
Backflow Check	4,000	560	-	-	-	-
Rents	15,180	15,496	24,180	17,386	24,180	2,015
Revenue - Surplus Property	-	-	-	-	-	-
Escrow Fees	5,000	-	-	-	-	-
Annexation	-	-	-	-	-	-
Custom Work/PFD Reimbursement	123,760	83,973	81,680	56,238	39,600	5,449
Misc	-	74,386	-	176,009	-	5,064
Total Operating Income	3,420,794	3,477,732	3,251,004	3,025,000	3,053,015	479,840
<u>Special Revenue Fund</u>						
Capital Improvement Program						
Taxes - 1%	300,000	380,185	250,000	354,959	250,000	64,115
\$1 Surcharge for Capital Projects	-	-	-	-	-	-
Interest	60,000	93,111	60,000	85,927	35,000	9,589
FMV Gain/Loss - Securities	-	(427)	-	(319)	-	-
Inc-Capacity Fees	13,000	16,252	150,000	154,613	-	11,669
Grant	25,500	25,500	25,000	293,977	-	-
Inc-Save-A-Can/Buy-A-Fish	-	-	-	-	-	-
Total Capital Improvement	398,500	514,621	485,000	889,157	285,000	85,373
<u>Debt Service Fund</u>						
Inc-Assessment Res (PID Share)	-	-	-	-	-	-
Total Debt Service	-	-	-	-	-	-
<u>Recovery Proceeds</u>						
State Backfill Funding	7,374,000	7,374,330	7,374,000	7,374,330	-	-
FEMA Reimbursements	2,625,000	159,961	3,386,630	2,390,485	13,059,640	-
Insurance Proceeds	4,080,000	4,084,707	5,000,000	5,068,231	3,000,000	-
PGE Locating Reimbursements	150,000	-	300,000	59,627	300,000	-
Other Recovery Grants	-	-	-	-	10,370,139	-
Total Recovery Proceeds	14,229,000	11,618,998	16,060,630	14,892,673	26,729,780	-
<u>PFD</u>						
Revenue - PFD	50,000	54,372	50,000	51,635	50,000	12,451
PFD - Interest Income	-	-	-	-	-	-
Total PFD	50,000	54,372	50,000	51,635	50,000	12,451
Total Revenue	18,098,294	15,665,723	19,846,634	18,858,465	30,117,794	577,664

Paradise Irrigation District
July 31, 2021
Water Revenue

	Service Charge												
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Year to Date Totals
2021/22 Actual	451,492.52												451,492.52
2021/22 Budget	238,513.00	238,620.25	238,727.50	238,834.75	238,942.00	239,049.25	239,156.50	239,263.75	239,371.00	239,478.25	239,585.50	239,692.75	2,869,234.50
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	370,358.90	157,277.48	-	2,478,709.30
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
July 31, 2021
Operational Expense Summary

	FY 2019/20 Estimate Update	FY 2019/20 Actual	FY 2020/21 Estimate Update	FY 2020/21 Actual	FY 2021/22 Estimate	FY 2021/22 Actual
Source of Supply	\$ 206,670	\$ 77,819	\$ 203,000	\$ 150,604	\$ 199,000	\$ 59,911
Security & Recreation	57,815	44,036	-	-	-	-
Water Treatment	1,416,139	1,284,603	1,428,441	1,174,412	1,346,858	124,988
Transmission & Distribution	2,446,712	2,040,957	2,324,568	1,658,068	2,187,214	243,594
Customer Service	370,542	291,064	356,076	237,448	323,795	24,573
Administration	1,553,826	1,522,408	1,828,554	1,492,426	2,495,550	105,934
Total Operating Expenditures	6,051,705	5,260,887	6,140,640	4,712,958	6,552,418	558,999

	FY 2019/20 Estimate Update	FY 2019/20 Actual	FY 2020/21 Estimate Update	FY 2020/21 Actual	FY 2021/22 Estimate	FY 2021/22 Actual
<u>Source of Supply</u>						
Salary and Benefits	-	-	-	-	-	0
Materials and Supplies	26,500	-	30,000	2,589	30,000	-
Outside Services	177,070	77,476	173,000	145,231	165,000	59,911
Utilities	3,100	344	-	2,784	4,000	-
Insurance	-	-	-	-	-	-
Total Source and Supply	206,670	77,819	203,000	150,604	199,000	59,911
<u>Security & Recreation</u>						
Salary and Benefits	45,000	40,777	-	-	-	-
Materials and Supplies	4,200	-	-	-	-	-
Outside Services	4,350	36	-	-	-	-
Utilities	2,700	1,724	-	-	-	-
Insurance	1,565	1,500	-	-	-	-
Total Security & Recreation	57,815	44,036	-	-	-	-
<u>Water Treatment</u>						
Salary and Benefits	941,949	912,991	933,541	837,461	871,908	77,895
Materials and Supplies	231,900	180,761	251,100	160,137	245,000	34,229
Outside Services	71,250	45,341	69,000	38,154	66,400	1,711
Utilities	153,300	128,510	149,300	121,160	146,050	11,154
Insurance	17,740	17,000	25,500	17,500	17,500	-
Total Water Treatment	1,416,139	1,284,603	1,428,441	1,174,412	1,346,858	124,988
<u>Transmission & Distribution</u>						
Salary and Benefits	1,689,933	1,324,018	1,615,118	1,081,815	1,675,589	112,607
Materials and Supplies	614,500	595,674	541,500	386,148	330,625	117,296
Outside Services	34,900	35,038	51,750	97,832	79,500	3,764
Utilities	80,600	60,227	71,200	61,272	70,000	9,927
Insurance	26,778	26,000	45,000	31,000	31,500	-
Total Transmission and Distribution	2,446,712	2,040,957	2,324,568	1,658,068	2,187,214	243,594
<u>Customer Service</u>						
Salary and Benefits	341,606	272,357	331,826	218,610	300,295	24,565
Materials and Supplies	7,000	1,264	500	-	-	8
Outside Services	10,000	5,943	5,000	5,937	10,000	-
Insurance	11,936	11,500	18,750	12,900	13,500	-
Total Customer Service	370,542	291,064	356,076	237,448	323,795	24,573
<u>Administration</u>						
Salary and Benefits - Admin Staff	859,948	951,621	1,037,866	812,504	1,276,458	65,540
Salary and Benefits - Board	-	-	16,638	14,644	5,592	-
Materials and Supplies	228,000	182,912	220,300	129,835	224,800	14,131
Outside Services	314,550	249,141	358,250	397,087	808,700	19,708
Utilities	47,039	57,580	56,000	58,668	60,500	6,440
Insurance	86,890	81,155	102,500	66,567	102,500	115
Board Expenses	17,400	-	37,000	13,122	17,000	-
Total Administration	1,553,826	1,522,408	1,828,554	1,492,426	2,495,550	105,934

Paradise Irrigation District
July 31, 2021
Debt Service

Loan Name	FY 2019/20 Estimated Total Payments	FY 2019/20 Actual Total Payments	FY 2020/21 Estimated Total Payments Update	FY 2020/21 Actual Total Payments	FY 2021/22 Estiamted Total Payments	FY 2021/22 Actual Total Payments
2009 COP's	-	-	-	-	-	-
IBANK	-	-	-	-	-	-
2016 Private Placement (Refi)	246,002	246,002	340,587	340,587	244,515	-
2017 Private Placement (Refi)	595,721	595,721	595,587	595,587	852,186	-
New Debt	-	-	-	-	-	-
Total	841,723	841,723	936,174	936,174	1,096,701	-

Paradise Irrigation District
July 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 \$ 2230.00
 - Project Management Costs \$ 169,694
 - Public Assistance Consulting Fees \$ 28,850
 - PG&E Locating Services \$ 14,706
- Water sampling costs are estimated based on the number of water samples expected to be completed during FY 2021/22.

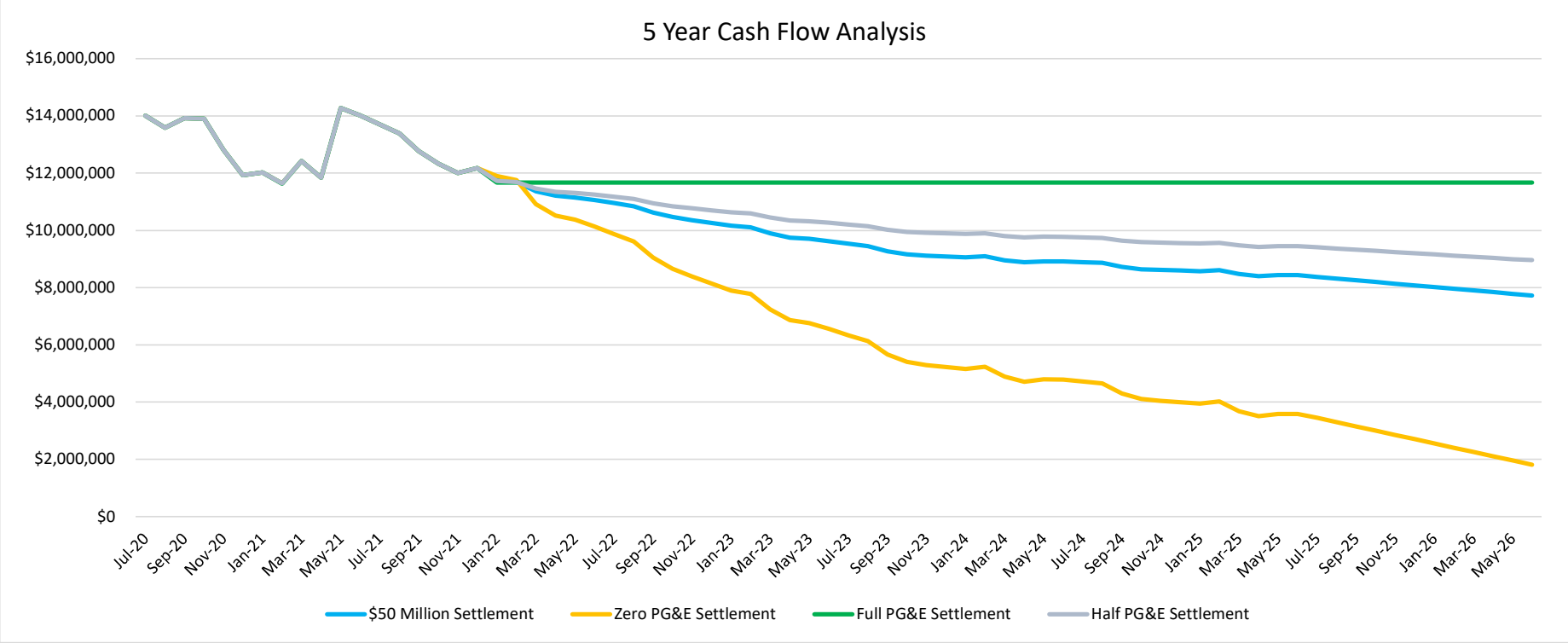
	FY 2019/20 Estimate Update	FY 2019/20 Actual	FY 2020/21 Estimate	FY 2020/21 Estimate Update	FY 2020/21 Actual	FY 2021/22 Estimate	FY 2021/22 Actual
<u>Materials and Supplies</u>							
Supplies and Services	2,500,000	2,222,142	8,531,148	7,990,272	3,840,864	25,147,688	451,131
<u>Outside Services</u>							
Professional Services/Engineering	3,450,000	3,790,370	1,500,000	2,480,000	2,010,797	2,542,984	215,526
Water Sampling	500,000	401,542	500,000	150,000	96,455	100,000	17,137
Totals	6,450,000	6,414,054	10,531,148	10,620,272	5,948,115	27,790,671	683,795

Paradise Irrigation District
July 31, 2021
Outstanding Contracts

Contracts	Project	Total Contract Price	Total Paid	Remaining
Wagner & Bonsignore	Water Rights Engineer	Open	102,004.11	Open
De Novo Planning Group	Water Rights Engineer	306,430.00	204,558.74	101,871.26
Genterra Consultants	Spillway Investigation	360,214.00	351,966.82	8,247.18
Genterra Consultants	Magalia Dam Piezometers Evaluation & Establishment of Threshold Limits	59,015.00	42,270.00	16,745.00
Genterra Consultants	Magalia Dam Interim Risk Reduction Measures & Long-term Repairs	114,558.00	59,768.04	54,789.96
Genterra Consultants	Fire Investigation and 19/20 Surveillance Reports	29,690.00	29,670.65	19.35
Genterra Consultants	2021 to 2023 Dam Surveillance	77,103.00	7,269.16	69,833.84
Water Works	NPDES Permit	158,906.00	108,086.95	50,819.05
Water Works	Project Management Services	6,620,638.00	3,775,815.26	2,844,822.74
Water Works	District Engineering Services	450,000.00	226,054.31	223,945.69
Water Works	Urban Water Management Plan	55,000.00	18,194.25	36,805.75
APTIM	Public Assistance Services	874,596.00	602,680.51	271,915.49
Firestorm	Arborist Services	26,880.00	10,210.00	16,670.00
Zenner USA	Meter Replacement Equipment	1,184,725.15	122,500.95	1,062,224.20
Sutton Enterprises	Service Lateral Replacement	4,532,452.50	4,434,418.90	98,033.60
Slate Geotechnical Consultants	Magalia Dam Engineering Study	395,319.00	273,889.58	121,429.42
RCI	Meter Installation and Service Lateral Phase 2 Project	15,776,725.00	410,776.18	15,365,948.82
Santos Excavating, Inc.	Almond Street Water Main Replacement Project	595,640.00	-	595,640.00
Keith O'Brien	Safety and Operation Training Services	25,500.00	23,700.00	1,800.00
TOTAL OUTSTANDING OBLIGATIONS				<u>20,941,561.35</u>

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

	Beginning Balance 07/01/21	Interest Received	Gain / (Loss)	Transferred from Cash	Transferred to Cash	Ending Balance 07/31/21
LAIF						
Regular	\$12,859,849.15	\$ 9,367.02	-	-	\$ (600,000.00)	\$12,269,216.17
DWR Reserve Fund	\$272,360.51	\$ 222.37	-	-		\$272,582.88





Paradise Irrigation District

Expense Approval Report

By Vendor Name

Payment Dates 7/1/2021 - 7/31/2021

Payment Date	Payment Number	Description (Item)	Description (Item)	Account Number	Amount
Vendor: 01022 - ACWA/JPIA					
07/12/2021	56525	Property Program Renewal	Property Program Renewal	01-120000	42,072.53
07/16/2021	56562	Dental	Dental	01-122010	1,857.45
07/16/2021	56562	Life	Life	01-122020	576.44
07/16/2021	56562	Medical	Medical	01-122040	33,642.02
07/16/2021	56562	EAP	EAP	01-122040	78.54
07/16/2021	56562	Vision	Vision	01-122050	525.46
07/16/2021	56562	WORKERS COMP 4/1/2021 - 6/30/2021	WORKERS COMP 4/1/2021 - 6/...	01-210084	12,307.41
Vendor 01022 - ACWA/JPIA Total:					91,059.85
Vendor: 02957 - Aflac					
07/09/2021	DFT0004760	Montly Aflac Invoice	Montly Aflac Invoice	01-122040	276.06
07/23/2021	DFT0004788	Montly Aflac Invoice	Montly Aflac Invoice	01-122040	276.06
Vendor 02957 - Aflac Total:					552.12
Vendor: 03066 - Airgas USA, LLC					
07/16/2021	56563	WELDING SUPPLIES	WELDING SUPPLIES	01-40-601014	576.50
Vendor 03066 - Airgas USA, LLC Total:					576.50
Vendor: 03077 - All Around Heating & Air					
07/01/2021	56512	Repairs A/C office	Repairs A/C office	01-60-621000	163.00
Vendor 03077 - All Around Heating & Air Total:					163.00
Vendor: 01041 - All Metals Supply, Inc					
07/23/2021	56588	1/8 x 4 flat strap	1/8 x 4 flat strap	01-40-601060	71.96
07/23/2021	56588	4.5 flap disc	4.5 flap disc	01-40-601060	82.37
07/23/2021	56588	1/4 x 3 flat strap	1/4 x 3 flat strap	01-40-601060	89.96
07/23/2021	56588	2-1/2 x 2-1/2 x 3/16 angle	2-1/2 x 2-1/2 x 3/16 angle	01-40-601060	111.69
07/23/2021	56588	2 x 2 x 1/8 angle iron	2 x 2 x 1/8 angle iron	01-40-601060	60.18
07/23/2021	56588	3 x 3 x 3/16 angle iron	3 x 3 x 3/16 angle iron	01-40-601060	134.71
07/23/2021	56588	2 x 2 x .180 sq tube	2 x 2 x .180 sq tube	01-40-601060	599.06
07/23/2021	56588	6" standard steel pipe x 20'	6" standard steel pipe x 20'	01-40-601060	685.69
07/23/2021	56588	8" standard steel pipe 20'	8" standard steel pipe 20'	01-40-601060	1,248.25
07/23/2021	56588	1/4 x 4 flat strap	1/4 x 4 flat strap	01-40-601060	122.44
Vendor 01041 - All Metals Supply, Inc Total:					3,206.31
Vendor: 02840 - American Messaging					
07/12/2021	56526	STANDBY PAGER	STANDBY PAGER	01-40-611014	39.09
Vendor 02840 - American Messaging Total:					39.09
Vendor: 01068 - Aramark Uniform Services					
07/12/2021	56527	Uniforms Shop	Uniforms Shop	01-40-630060	312.70
07/12/2021	56527	Uniforms TP	Uniforms TP	01-30-630060	114.24
07/12/2021	56527	Uniforms Shop	Uniforms Shop	01-40-630060	312.70
07/12/2021	56527	Uniforms TP	Uniforms TP	01-30-630060	114.24
07/16/2021	56564	UNIFORMS SHOP	UNIFORMS SHOP	01-40-630060	292.46
07/16/2021	56564	UNIFORMS TP	UNIFORMS TP	01-30-630060	114.24
07/23/2021	56589	Uniforms shop	Uniforms shop	01-40-630060	292.46
07/23/2021	56589	Uniforms TP	Uniforms TP	01-30-630060	114.24
Vendor 01068 - Aramark Uniform Services Total:					1,667.28
Vendor: 01082 - AT&T					
07/12/2021	56528	PHONELINES SHOP/TP/OFFICE	PHONELINES SHOP/TP/OFFICE	01-60-611061	590.97
07/23/2021	56590	B RES A TANK ALARM	B RES A TANK ALARM	01-40-611041	33.34
07/23/2021	56590	B RES A TANK ALARM	B RES A TANK ALARM	01-40-611041	33.34
Vendor 01082 - AT&T Total:					657.65

Expense Approval Report

Payment Dates: 7/1/2021 - 7/31/2021

Payment Date	Payment Number	Description (Item)	Description (Item)	Account Number	Amount
Vendor: 03071 - BC Laboratories, Inc.					
07/12/2021	56529	Job#18-F1 Surveillance Monitoring	Job#18-F1 Surveillance Monitor...	01-70-635099	187.50
07/12/2021	56529	Job #18-F1 - Water Sampling	Job #18-F1 - Water Sampling	01-70-635099	650.00
07/12/2021	56529	Job #18-F1 - Surveillance Monitoring	Job #18-F1 - Surveillance Monit...	01-70-635099	585.00
07/12/2021	56529	Job #18-F1 - Surveillance Monitoring	Job #18-F1 - Surveillance Monit...	01-70-635099	585.00
07/12/2021	56529	Job #18-F1 - Water Sampling	Job #18-F1 - Water Sampling	01-70-635099	545.00
Vendor 03071 - BC Laboratories, Inc. Total:					2,552.50
Vendor: 03157 - Brooke Lynn Winter					
07/16/2021	56565	MISC PROFESSIONAL SERVICE	MISC PROFESSIONAL SERVICE	01-60-635099	2,075.00
07/16/2021	56565	Misc Professional Services	Misc Professional Services	01-60-635099	1,400.00
Vendor 03157 - Brooke Lynn Winter Total:					3,475.00
Vendor: 01942 - Butte Co - Neal Rd Landfill					
07/23/2021	56591	Landfill fees	Landfill fees	01-40-630036	69.90
Vendor 01942 - Butte Co - Neal Rd Landfill Total:					69.90
Vendor: 01126 - Butte County Clerk/Recorder					
07/16/2021	56566	Recording Fees	Recording Fees	01-60-650098	50.00
Vendor 01126 - Butte County Clerk/Recorder Total:					50.00
Vendor: 01135 - Butte County Treasurer					
07/12/2021	56530	21-22 LAFCO OPP. EXP	21-22 LAFCO OPP. EXP	01-60-650050	4,504.65
Vendor 01135 - Butte County Treasurer Total:					4,504.65
Vendor: 01266 - Cedar Creek Publishing					
07/23/2021	56592	Customer Relations	Customer Relations	01-60-665000	2,590.24
07/23/2021	56592	Customer Relations	Customer Relations	01-60-665000	1,175.87
Vendor 01266 - Cedar Creek Publishing Total:					3,766.11
Vendor: 03065 - Comcast Business					
07/16/2021	56567	Internet - Office	Internet - Office	01-60-630037	851.43
Vendor 03065 - Comcast Business Total:					851.43
Vendor: 01320 - Comcast					
07/12/2021	56531	INTERNET OFFICE	INTERNET OFFICE	01-60-630037	728.42
Vendor 01320 - Comcast Total:					728.42
Vendor: 02905 - COMP, Inc.					
07/16/2021	56568	Physical-DMV Pre-employment	Physical-DMV Pre-employment	01-60-630023	426.00
Vendor 02905 - COMP, Inc. Total:					426.00
Vendor: 02120 - Durham Pentz Truck Center					
07/12/2021	56532	EQUIPMENT REPAIRS	EQUIPMENT REPAIRS	01-40-621000	154.27
07/12/2021	56532	EQUIPMENT REPAIRS	EQUIPMENT REPAIRS	01-40-621000	372.84
Vendor 02120 - Durham Pentz Truck Center Total:					527.11
Vendor: 01474 - Eagles Security Systems					
07/16/2021	56569	Building Security Office	Building Security Office	01-60-630015	135.00
07/16/2021	56569	Building Security Shop	Building Security Shop	01-60-630015	402.30
Vendor 01474 - Eagles Security Systems Total:					537.30
Vendor: 01496 - Employee Relations					
07/12/2021	56533	DMV & PRE-EMPLOYMENT	DMV & PRE-EMPLOYMENT	01-40-630023	216.49
Vendor 01496 - Employee Relations Total:					216.49
Vendor: 01480 - Employment Development Dept.					
07/12/2021	DFT0004767	State Income Tax Withholding	State Income Tax Withholding	01-210060	4,013.72
07/12/2021	DFT0004770	State Disability Withholding	State Disability Withholding	01-210050	1,229.27
07/22/2021	DFT0004775	State Income Tax Withholding	State Income Tax Withholding	01-210060	0.56
07/22/2021	DFT0004778	State Disability Withholding	State Disability Withholding	01-210050	0.12
07/22/2021	DFT0004783	State Income Tax Withholding	State Income Tax Withholding	01-210060	6.10
07/22/2021	DFT0004786	State Disability Withholding	State Disability Withholding	01-210050	1.29
07/23/2021	DFT0004803	State Income Tax Withholding	State Income Tax Withholding	01-210060	24.15
07/23/2021	DFT0004806	State Disability Withholding	State Disability Withholding	01-210050	4.54
07/26/2021	DFT0004795	State Income Tax Withholding	State Income Tax Withholding	01-210060	4,306.88

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07/26/2021	DFT0004798	State Disability Withholding	State Disability Withholding	01-210050	1,259.22
Vendor 01480 - Employment Development Dept. Total:					10,845.85
Vendor: 01275 - Enterprise Record					
07/01/2021	56513	Public Notice	Public Notice	01-60-670000	107.95
Vendor 01275 - Enterprise Record Total:					107.95
Vendor: 01521 - Fastenal Co					
07/01/2021	56514	Construction & Maint Supplies	Construction & Maint Supplies	01-40-601060	128.68
07/12/2021	56534	CONSTRUCTION & MAINT SUPPLIES	CONSTRUCTION & MAINT SUPP...	01-40-601060	9.97
Vendor 01521 - Fastenal Co Total:					138.65
Vendor: 01527 - Ferguson Enterprises, Inc					
07/12/2021	56535	Service Saddle - C-900 4' x 2'	Service Saddle - C-900 4' x 2'	01-125010	62.21
07/16/2021	56570	Pipe - HDPE - 1"	Pipe - HDPE - 1"	01-125010	617.76
07/16/2021	56570	FC Clamp 6' x 12 1/2' 5.95-6.35 OD	FC Clamp 6' x 12 1/2' 5.95-6.35...	01-125010	1,226.00
07/16/2021	56570	FC Clamp 8' x 12 1/2' 8.60-9.00 STD	FC Clamp 8' x 12 1/2' 8.60-9.00 ...	01-125010	793.45
07/16/2021	56570	FC Clamp 4' x 12 1/2' 3.95-4.20 OD	FC Clamp 4' x 12 1/2' 3.95-4.20...	01-125010	1,070.00
07/16/2021	56570	FC Clamp 8' x 7 1/2' 7.95-8.35 OD	FC Clamp 8' x 7 1/2' 7.95-8.35 ...	01-125010	926.00
07/16/2021	56570	FC Clamp 8' x 12 1/2' 7.95-8.35 OD	FC Clamp 8' x 12 1/2' 7.95-8.35...	01-125010	793.45
07/16/2021	56570	FC Clamp 6' x 7 1/2' 5.95-6.35 OD	FC Clamp 6' x 7 1/2' 5.95-6.35 ...	01-125010	794.00
07/16/2021	56570	FC Clamp 4' x 7-1/2' 3.95-4.20 OD	FC Clamp 4' x 7-1/2' 3.95-4.20 ...	01-125010	1,250.00
07/16/2021	56570	A34 Meter - Serv Brass	A34 Meter - Serv Brass	01-125010	2,074.19
07/23/2021	56593	Repair Clamp 1-1/2"x3"	Repair Clamp 1-1/2"x3"	01-125010	822.44
07/23/2021	56593	Pipe - HDPE - 1"	Pipe - HDPE - 1"	01-125010	407.30
07/23/2021	56593	Coupling Flex - CI - 2'	Coupling Flex - CI - 2'	01-125010	426.69
07/23/2021	56593	Pipe - HDPE - 1"	Pipe - HDPE - 1"	01-125010	84.05
07/23/2021	56625	Repair Clamp 4' x 3' 3.95-4.20 OD	Repair Clamp 4' x 3' 3.95-4.20 ...	01-125010	875.00
07/23/2021	56625	Repair Clamp 2" x 3"	Repair Clamp 2" x 3"	01-125010	700.00
Vendor 01527 - Ferguson Enterprises, Inc Total:					12,922.54
Vendor: 01528 - FGL Environmental					
07/12/2021	56536	Job #18-F1 - Water Sampling	Job #18-F1 - Water Sampling	01-70-635099	24.00
07/12/2021	56536	Job #18-F1 - Water Sampling	Job #18-F1 - Water Sampling	01-70-635099	350.00
07/12/2021	56536	Job #18-F1 - Water Sampling	Job #18-F1 - Water Sampling	01-70-635099	175.00
07/12/2021	56536	Job #18-F1 - Water Sampling	Job #18-F1 - Water Sampling	01-70-635099	88.00
07/12/2021	56536	Job #18-F1 - Water Sampling	Job #18-F1 - Water Sampling	01-70-635099	52.00
07/12/2021	56536	Job #18-F1 - Water Sampling	Job #18-F1 - Water Sampling	01-70-635099	88.00
07/12/2021	56536	Job #18-F1 - Water Sampling	Job #18-F1 - Water Sampling	01-70-635099	408.00
07/16/2021	56571	Job #18-F1 - Water Sampling	Job #18-F1 - Water Sampling	01-70-635099	554.00
07/16/2021	56571	Job #18-F1 - Water Sampling	Job #18-F1 - Water Sampling	01-70-635099	330.00
07/16/2021	56571	Job #18-F1 - Water Sampling	Job #18-F1 - Water Sampling	01-70-635099	43.00
Vendor 01528 - FGL Environmental Total:					2,112.00
Vendor: 02945 - Fiserv Solutions, LLC					
07/23/2021	56594	BANK CHARGES	BANK CHARGES	01-60-699031	13.23
Vendor 02945 - Fiserv Solutions, LLC Total:					13.23
Vendor: 01587 - Genterra Consultants, Inc.					
07/12/2021	56537	MAGALIA DAM PIEZOMETER	MAGALIA DAM PIEZOMETER	01-10-635099	380.00
07/12/2021	56537	ANNUAL DAM SAFETY FIELD EVAL YEAR 21-23	ANNUAL DAM SAFETY FIELD EV...	01-10-635099	560.00
07/12/2021	56537	MAGALIA SPILLWAY RISK REDUC & LONG TERM REPAIR	MAGALIA SPILLWAY RISK REDUC..	01-40-635099	1,723.75
Vendor 01587 - Genterra Consultants, Inc. Total:					2,663.75

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Vendor: 01705 - Hunt & Sons, Inc.					
07/12/2021	56538	225gals. unleaded gasoline	225gals. unleaded gasoline	01-40-620000	880.47
07/12/2021	56538	300gals. unleaded gasoline	300gals. unleaded gasoline	01-40-620000	1,167.95
07/23/2021	56595	180gals. unleaded gasoline	180gals. unleaded gasoline	01-40-620000	713.73
07/23/2021	56595	200gals. unleaded gasoline	200gals. unleaded gasoline	01-40-620000	771.40
07/23/2021	56595	376gals. clear diesel	376gals. clear diesel	01-40-620000	1,496.63
Vendor 01705 - Hunt & Sons, Inc. Total:					5,030.18
Vendor: 02834 - Hydrotec Solution, Inc.					
07/16/2021	56572	BLDG & GROUND MAINTENANCE	BLDG & GROUND MAINTENAN...	01-40-699010	265.00
Vendor 02834 - Hydrotec Solution, Inc. Total:					265.00
Vendor: 01713 - I.B.E.W. Local Union 1245					
07/12/2021	56539	Union Dues	Union Dues	01-210065	820.22
07/12/2021	56539	Union Dues	Union Dues	01-210065	-42.00
07/23/2021	56596	Union Dues	Union Dues	01-210065	820.22
07/23/2021	56596	Union Dues	Union Dues	01-210065	-42.00
Vendor 01713 - I.B.E.W. Local Union 1245 Total:					1,556.44
Vendor: 01716 - ICMA Retirement Trust-401					
07/09/2021	DFT0004762	Retirement - 401(a) Match	Retirement - 401(a) Match	01-210045	2,062.67
07/19/2021	DFT0004772	Retirement - 401(a) Match	Retirement - 401(a) Match	01-210045	0.26
07/19/2021	DFT0004780	Retirement - 401(a) Match	Retirement - 401(a) Match	01-210045	2.15
07/20/2021	DFT0004800	Retirement - 401(a) Match	Retirement - 401(a) Match	01-210045	10.40
07/23/2021	DFT0004790	Retirement - 401(a) Match	Retirement - 401(a) Match	01-210045	2,058.33
Vendor 01716 - ICMA Retirement Trust-401 Total:					4,133.81
Vendor: 01715 - ICMA Retirement Trust-457					
07/09/2021	DFT0004763	Retirement Trust - 457	Retirement Trust - 457	01-210045	2,062.67
07/09/2021	DFT0004764	Deferred Comp 457	Deferred Comp 457	01-210045	6,723.79
07/09/2021	DFT0004765	Retirement Trust - 457	Retirement Trust - 457	01-210045	931.95
07/09/2021	DFT0004766	Retirement Trust - 457	Retirement Trust - 457	01-210045	892.28
07/19/2021	DFT0004773	Retirement Trust - 457	Retirement Trust - 457	01-210045	0.26
07/19/2021	DFT0004774	Deferred Comp 457	Deferred Comp 457	01-210045	0.78
07/19/2021	DFT0004781	Retirement Trust - 457	Retirement Trust - 457	01-210045	2.15
07/19/2021	DFT0004782	Deferred Comp 457	Deferred Comp 457	01-210045	6.46
07/20/2021	DFT0004801	Retirement Trust - 457	Retirement Trust - 457	01-210045	10.40
07/20/2021	DFT0004802	Deferred Comp 457	Deferred Comp 457	01-210045	31.19
07/23/2021	DFT0004791	Retirement Trust - 457	Retirement Trust - 457	01-210045	2,058.33
07/23/2021	DFT0004792	Deferred Comp 457	Deferred Comp 457	01-210045	6,901.17
07/23/2021	DFT0004793	Retirement Trust - 457	Retirement Trust - 457	01-210045	915.42
07/23/2021	DFT0004794	Retirement Trust - 457	Retirement Trust - 457	01-210045	892.28
Vendor 01715 - ICMA Retirement Trust-457 Total:					21,429.13
Vendor: 01721 - Industrial Equipment					
07/12/2021	56540	Roto nozzle	Roto nozzle	01-40-621000	318.56
07/12/2021	56540	RQ swivel nozzle	RQ swivel nozzle	01-40-621000	143.95
Vendor 01721 - Industrial Equipment Total:					462.51
Vendor: 01722 - Infinisource Cobra Compliance					
07/16/2021	56573	Flexible Benefits Cobra	Flexible Benefits Cobra	01-60-635050	15.00
07/23/2021	56597	Flexible Benfits	Flexible Benfits	01-60-635050	80.00
Vendor 01722 - Infinisource Cobra Compliance Total:					95.00
Vendor: 02807 - Infosend					
07/16/2021	56574	POSTAGE	POSTAGE	01-60-665000	480.53
Vendor 02807 - Infosend Total:					480.53
Vendor: 01731 - Internal Revenue Service					
07/12/2021	DFT0004768	FICA Withholding	FICA Withholding	01-210030	12,659.54
07/12/2021	DFT0004769	Fed Withholding	Fed Withholding	01-210020	10,895.04
07/12/2021	DFT0004771	Medicare Withholding	Medicare Withholding	01-210030	2,960.70
07/22/2021	DFT0004776	FICA Withholding	FICA Withholding	01-210030	1.18
07/22/2021	DFT0004777	Fed Withholding	Fed Withholding	01-210020	1.02
07/22/2021	DFT0004779	Medicare Withholding	Medicare Wlthholding	01-210030	0.28

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07/22/2021	DFT0004784	FICA Withholding	FICA Withholding	01-210030	13.30
07/22/2021	DFT0004785	Fed Withholding	Fed Withholding	01-210020	11.84
07/22/2021	DFT0004787	Medicare Withholding	Medicare Withholding	01-210030	3.10
07/23/2021	DFT0004804	FICA Withholding	FICA Withholding	01-210030	46.84
07/23/2021	DFT0004805	Fed Withholding	Fed Withholding	01-210020	73.94
07/23/2021	DFT0004807	Medicare Withholding	Medicare Withholding	01-210030	10.94
07/26/2021	DFT0004796	FICA Withholding	FICA Withholding	01-210030	12,969.28
07/26/2021	DFT0004797	Fed Withholding	Fed Withholding	01-210020	11,446.76
07/26/2021	DFT0004799	Medicare Withholding	Medicare Withholding	01-210030	3,033.16
Vendor 01731 - Internal Revenue Service Total:					54,126.92
Vendor: 03057 - International Brotherhood of 137 TCWH					
07/12/2021	56541	Union Dues Teamsters	Union Dues Teamsters	01-210065	172.16
07/23/2021	56598	Union Dues Teamsters	Union Dues Teamsters	01-210065	172.16
Vendor 03057 - International Brotherhood of 137 TCWH Total:					344.32
Vendor: 01729 - Interstate Batteries of the Rogue River					
07/23/2021	56599	Equipment Repairs	Equipment Repairs	01-40-621000	190.62
Vendor 01729 - Interstate Batteries of the Rogue River Total:					190.62
Vendor: 01790 - Knife River Construction					
07/01/2021	56515	CONSTRUCTION & MAINT SUPPLIES	CONSTRUCTION & MAINT SUPP...	01-40-601060	716.78
07/16/2021	56575	CONSTRUCITON SUPPLIES	CONSTRUCITON SUPPLIES	01-40-601060	661.56
Vendor 01790 - Knife River Construction Total:					1,378.34
Vendor: 03149 - Maintenance Plus					
07/23/2021	56600	Bldg & Grounds Maintenance	Bldg & Grounds Maintenance	01-60-630010	462.05
Vendor 03149 - Maintenance Plus Total:					462.05
Vendor: 03132 - Mark Baker					
07/12/2021	56542	LANDSCAPING	LANDSCAPING	01-60-630010	495.00
Vendor 03132 - Mark Baker Total:					495.00
Vendor: 01905 - Minasian, Meith, Soares, Sexton & Cooper, LLP					
07/16/2021	56576	Legal	Legal	01-60-635030	15,984.26
07/16/2021	56576	Job #18-F1 Legal	Job #18-F1 Legal	01-70-635020	4,560.00
Vendor 01905 - Minasian, Meith, Soares, Sexton & Cooper, LLP Total:					20,544.26
Vendor: 03045 - N.C.G.T. SECURITY FUND					
07/23/2021	56601	HEALTH 2021-07	HEALTH 2021-07	01-122040	8,686.00
Vendor 03045 - N.C.G.T. SECURITY FUND Total:					8,686.00
Vendor: 01960 - Normac					
07/16/2021	56577	1" backflow	1" backflow	01-40-601060	12,684.46
07/16/2021	56577	1" galv 90	1" galv 90	01-40-601060	148.29
07/16/2021	56577	1" close galv nipple	1" close galv nipple	01-40-601060	189.83
07/16/2021	56577	1" galv cap	1" galv cap	01-40-601060	214.50
07/16/2021	56577	1 x 4 galv nipple	1 x 4 galv nipple	01-40-601060	299.23
07/16/2021	56577	1" galv tee	1" galv tee	01-40-601060	353.93
07/16/2021	56577	1 x 30 galv nipple	1 x 30 galv nipple	01-40-601060	1,319.18
07/16/2021	56577	inverted hose bib	inverted hose bib	01-40-601060	923.05
07/16/2021	56577	hose bib	hose bib	01-40-601060	1,107.65
07/16/2021	56577	1 x 30 galv nipple	1 x 30 galv nipple	01-40-601060	1,594.59
07/16/2021	56577	1" backflow	1" backflow	01-40-601060	15,221.36
07/16/2021	56577	1" galv 90	1" galv 90	01-40-601060	287.00
07/16/2021	56577	1" close galv nipple	1" close galv nipple	01-40-601060	227.80
07/16/2021	56577	1" galv cap	1" galv cap	01-40-601060	211.07
07/16/2021	56577	1" galv tee	1" galv tee	01-40-601060	424.71
07/16/2021	56577	1 x 4 galv nipple	1 x 4 galv nipple	01-40-601060	359.07
Vendor 01960 - Normac Total:					35,565.72
Vendor: 01980 - Northern Recycling & Waste Svcs					
07/16/2021	56578	garbage service	garbage service	01-30-630035	49.91
07/16/2021	56578	garbage service	garbage service	01-40-630035	170.12
07/16/2021	56578	garbage service	garbage service	01-60-630035	56.74

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07/12/2021	56543	GARBAGE	GARBAGE	01-40-630035	81.72
Vendor 01980 - Northern Recycling & Waste Svcs Total:					358.49
Vendor: 01950 - Northstate Aggregate, Inc.					
07/23/2021	56602	Construction & Maint. Supplies	Construction & Maint. Supplies	01-40-601060	483.88
07/23/2021	56602	Construction & Maint. Supplies	Construction & Maint. Supplies	01-40-601060	449.18
07/23/2021	56602	Construction & Maint. Supplies	Construction & Maint. Supplies	01-40-601060	451.88
07/23/2021	56602	Construction & Maint. Supplies	Construction & Maint. Supplies	01-40-601060	922.79
07/23/2021	56602	Construction & Maint. Supplies	Construction & Maint. Supplies	01-40-601060	441.97
07/23/2021	56602	Construction & Maint. Supplies	Construction & Maint. Supplies	01-40-601060	474.59
07/23/2021	56602	Construction & Maint. Supplies	Construction & Maint. Supplies	01-40-601060	883.01
07/23/2021	56602	Construction & Maint. Supplies	Construction & Maint. Supplies	01-40-601060	970.71
07/23/2021	56602	Construction & Maint. Supplies	Construction & Maint. Supplies	01-40-601060	882.46
07/23/2021	56602	Construction & Maint. Supplies	Construction & Maint. Supplies	01-40-601060	944.64
07/23/2021	56602	Construction & Maint. Supplies	Construction & Maint. Supplies	01-40-601060	479.33
07/23/2021	56602	Construction & Maint. Supplies	Construction & Maint. Supplies	01-40-601060	926.24
Vendor 01950 - Northstate Aggregate, Inc. Total:					8,310.68
Vendor: 01985 - NTU Technologies, Inc.					
07/23/2021	56603	Zeta Flocc 20	Zeta Flocc 20	01-30-600072	12,995.46
Vendor 01985 - NTU Technologies, Inc. Total:					12,995.46
Vendor: 01995 - Office Depot					
07/01/2021	56516	OFFICE SUPPLIES	OFFICE SUPPLIES	01-60-601030	152.16
07/01/2021	56516	OFFICE SUPPLIES	OFFICE SUPPLIES	01-60-601030	10.51
07/23/2021	56604	OFFICE SUPPLIES	OFFICE SUPPLIES	01-40-601030	14.26
07/12/2021	56544	OFFICE SUPPLIES	OFFICE SUPPLIES	01-60-601030	11.38
07/12/2021	56544	OFFICE SUPPLIES	OFFICE SUPPLIES	01-60-601030	232.69
07/12/2021	56544	OFFICE SUPPLIES	OFFICE SUPPLIES	01-60-601030	10.56
07/16/2021	56579	office supplies	office supplies	01-60-601030	15.62
Vendor 01995 - Office Depot Total:					447.18
Vendor: 02005 - Olin Corp.-Chlor Alkali					
07/01/2021	56517	Sodium Hypochlorite - Bleach	Sodium Hypochlorite - Bleach	01-30-600072	5,175.22
Vendor 02005 - Olin Corp.-Chlor Alkali Total:					5,175.22
Vendor: 01538 - O'Reilly Auto Parts					
07/01/2021	56518	Equipment Repairs #7M	Equipment Repairs #7M	01-40-621000	181.08
07/01/2021	56518	Equipment Repairs #7M	Equipment Repairs #7M	01-40-621000	239.10
07/01/2021	56518	Equipment Repairs #7M	Equipment Repairs #7M	01-40-621000	48.90
07/01/2021	56518	small hand tools	small hand tools	01-40-601050	13.99
07/12/2021	56545	EQUIPMENT MAINTENANCE	EQUIPMENT MAINTENANCE	01-40-621000	18.04
07/12/2021	56545	SMALL HAND TOOLS	SMALL HAND TOOLS	01-40-601050	3.22
07/12/2021	56545	SHOP SUPPLIES	SHOP SUPPLIES	01-40-601060	3.22
07/12/2021	56545	UNIT #25	UNIT #25	01-40-621000	25.77
07/12/2021	56545	UNIT #25	UNIT #25	01-40-621000	18.54
07/12/2021	56545	VEHICLE/EQUIPMENT GAS/OIL	VEHICLE/EQUIPMENT GAS/OIL	01-40-620000	58.06
07/12/2021	56545	UNIT #25	UNIT #25	01-40-621000	6.11
07/12/2021	56545	SHOP SUPPLIES	SHOP SUPPLIES	01-40-601060	14.00
07/23/2021	56605	EQUIPMENT REPAIRS	EQUIPMENT REPAIRS	01-40-621000	34.80
07/23/2021	56605	UNIT #11	UNIT #11	01-40-621000	27.45
07/23/2021	56605	CONSTRUCTION MAINTENANCE SUPPLIES	CONSTRUCTION MAINTENANCE...	01-40-601060	43.43
Vendor 01538 - O'Reilly Auto Parts Total:					735.71
Vendor: 02030 - Pace Supply					
07/23/2021	56606	1-1/8 extended socket	1-1/8 extended socket	01-40-601050	260.62
07/23/2021	56606	1-1/16 extended socket	1-1/16 extended socket	01-40-601050	302.21
Vendor 02030 - Pace Supply Total:					562.83
Vendor: 02081 - Pacific Gas & Electric Company					
07/23/2021	56607	Various Gas and Electric	Various Gas and Electric	01-10-610012	26.28
07/23/2021	56607	Various Gas and Electric	Various Gas and Electric	01-30-610033	75.09
07/23/2021	56607	Various Gas and Electric	Various Gas and Electric	01-30-610033	11,002.68
07/23/2021	56607	Various Gas and Electric	Various Gas and Electric	01-40-610041	26.31

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07/23/2021	56607	Various Gas and Electric	Various Gas and Electric	01-40-610041	5,106.25
07/23/2021	56607	Various Gas and Electric	Various Gas and Electric	01-40-610041	18.75
07/23/2021	56607	Various Gas and Electric	Various Gas and Electric	01-40-610041	32.77
07/23/2021	56607	Various Gas and Electric	Various Gas and Electric	01-40-610041	50.36
07/23/2021	56607	Various Gas and Electric	Various Gas and Electric	01-40-610041	24.71
07/23/2021	56607	Various Gas and Electric	Various Gas and Electric	01-40-610041	24.45
07/23/2021	56607	Various Gas and Electric	Various Gas and Electric	01-40-610041	23.46
07/23/2021	56607	Various Gas and Electric	Various Gas and Electric	01-60-610061	3,858.38
07/23/2021	56607	Various Gas and Electric	Various Gas and Electric	01-60-610062	25.24
07/23/2021	56607	6 locations MS	6 locations MS	01-50-699000	7.91
Vendor 02081 - Pacific Gas & Electric Company Total:					20,302.64
Vendor: 02108 - Paradise Post					
07/01/2021	56519	Public Notice	Public Notice	01-60-670000	60.10
Vendor 02108 - Paradise Post Total:					60.10
Vendor: 02070 - Peterson					
07/12/2021	56546	Equipment Repairs	Equipment Repairs	01-40-621000	186.48
Vendor 02070 - Peterson Total:					186.48
Vendor: 03048 - Plan B Professional Answering Service					
07/12/2021	56547	JOB #18-F-1 ANSWERING SERVICE	JOB #18-F-1 ANSWERING SERVI...	01-70-635020	144.50
Vendor 03048 - Plan B Professional Answering Service Total:					144.50
Vendor: 02098 - Pollard Water					
07/12/2021	56548	cable grip	cable grip	01-40-601050	758.79
07/12/2021	56548	lifting strap	lifting strap	01-40-601050	213.16
07/16/2021	56580	cable grip	cable grip	01-40-601050	779.89
Vendor 02098 - Pollard Water Total:					1,751.84
Vendor: 03096 - Rankin Stock Heaberlin Oneal					
07/12/2021	56549	LEGAL	LEGAL	01-60-635030	114.00
Vendor 03096 - Rankin Stock Heaberlin Oneal Total:					114.00
Vendor: 03070 - Reed Smith LLP					
07/23/2021	56608	Job#18 F-1 Professional Services	Job#18 F-1 Professional Services	01-70-635020	2,230.00
Vendor 03070 - Reed Smith LLP Total:					2,230.00
Vendor: 02057 - Riebes Auto Parts					
07/16/2021	56581	equipment repairs #14	equipment repairs #14	01-40-621000	51.19
07/16/2021	56581	shop supplies	shop supplies	01-40-601060	29.76
07/01/2021	56520	Small Hand Tools	Small Hand Tools	01-40-601050	23.00
07/23/2021	56609	Equipment Repairs	Equipment Repairs	01-40-621000	216.06
Vendor 02057 - Riebes Auto Parts Total:					320.01
Vendor: 02185 - Roberts & Brune Company					
07/12/2021	56550	Repair Clamp 2" x 3"	Repair Clamp 2" x 3"	01-125010	83.06
Vendor 02185 - Roberts & Brune Company Total:					83.06
Vendor: 02263 - Sinclair Towing					
07/23/2021	56610	SMOG INSPECTION #8	SMOG INSPECTION #8	01-40-621000	60.25
Vendor 02263 - Sinclair Towing Total:					60.25
Vendor: 02292 - Standard Insurance Company					
07/23/2021	56611	LONG TERM DISABILITY	LONG TERM DISABILITY	01-60-655010	687.74
Vendor 02292 - Standard Insurance Company Total:					687.74
Vendor: 02293 - Stanley Convergent Security Solutions					
07/12/2021	56551	BUILDING SECURITY TP	BUILDING SECURITY TP	01-30-630015	112.74
Vendor 02293 - Stanley Convergent Security Solutions Total:					112.74
Vendor: 03061 - Sterling Health Services, Inc DBA					
07/09/2021	DFT0004761	HSA Contribution	HSA Contribution	01-122040	67.30
07/23/2021	DFT0004789	HSA Contribution	HSA Contribution	01-122040	67.30
Vendor 03061 - Sterling Health Services, Inc DBA Total:					134.60

Expense Approval Report

Payment Dates: 7/1/2021 - 7/31/2021

Payment Date	Payment Number	Description (Item)	Description (Item)	Account Number	Amount
Vendor: 03134 - Teresa Contreras					
07/12/2021	56552	JANITORIAL SERVICES OFFICE	JANITORIAL SERVICES OFFICE	01-60-699010	684.00
07/12/2021	56552	JANITORIAL SERVICES SHOP	JANITORIAL SERVICES SHOP	01-40-699010	494.00
07/12/2021	56552	JANITORIAL SERVICES TP	JANITORIAL SERVICES TP	01-30-699010	456.00
Vendor 03134 - Teresa Contreras Total:					1,634.00
Vendor: 02362 - Thomas Ace Hardware					
07/16/2021	56582	CONSTRUCTION SUPPLIES	CONSTRUCTION SUPPLIES	01-40-601060	6.95
07/16/2021	56582	SMALL HAND TOOLS	SMALL HAND TOOLS	01-40-601050	7.24
07/16/2021	56582	CONSTRUCTION & MAINT SUPPLIES	CONSTRUCTION & MAINT SUP...	01-40-601060	41.98
07/12/2021	56553	small hand tools	small hand tools	01-40-601050	23.64
07/01/2021	56521	Janitorial Supplies	Janitorial Supplies	01-30-601020	27.13
07/16/2021	56582	SMALL HAND TOOLS	SMALL HAND TOOLS	01-40-601050	12.66
07/16/2021	56582	CONSTRUCTION SUPPLIES	CONSTRUCTION SUPPLIES	01-40-601060	1.41
07/12/2021	56553	Construction & Maintenance Supplies	Construction & Maintenance S...	01-40-601060	1.13
07/16/2021	56582	CONSTRUCTION SUPPLIES	CONSTRUCTION SUPPLIES	01-40-601060	80.27
07/12/2021	56553	small hand tools	small hand tools	01-40-601050	27.67
07/12/2021	56553	small hand tools	small hand tools	01-40-601050	1.61
07/16/2021	56582	SMALL HAND TOOLS	SMALL HAND TOOLS	01-40-601050	14.65
07/12/2021	56553	Small Hand Tools	Small Hand Tools	01-40-601050	67.57
07/12/2021	56553	Construction Maintenance Supplies	Construction Maintenance Supp..	01-40-601060	13.44
07/12/2021	56553	Construction & Maintenance Supplies	Construction & Maintenance S...	01-40-601060	14.00
07/12/2021	56553	small hand tools	small hand tools	01-40-601050	34.44
07/12/2021	56553	MISC.	MISC.	01-30-601099	12.90
07/12/2021	56553	CONSTRUCTION MAINTENANCE	CONSTRUCTION MAINTENANCE	01-40-601060	89.67
07/12/2021	56553	SMALL HAND TOOLS	SMALL HAND TOOLS	01-30-601050	15.26
07/12/2021	56553	CONSTRUCTION MAINTENANCE	CONSTRUCTION MAINTENANCE	01-40-601060	37.21
07/12/2021	56553	SMALL HAND TOOLS	SMALL HAND TOOLS	01-30-601050	115.30
07/23/2021	56612	SMALL HAND TOOLS	SMALL HAND TOOLS	01-40-601050	193.93
07/23/2021	56612	SMALL HAND TOOLS	SMALL HAND TOOLS	01-40-601050	43.50
07/23/2021	56612	CONSTRUCTION MAINTENANCE SUPPLIES	CONSTRUCTION MAINTENANCE...	01-40-601060	78.38
07/16/2021	56582	CONSTRUCTION SUPPLIES	CONSTRUCTION SUPPLIES	01-40-601060	3.86
07/23/2021	56612	CONSTRUCTION MAINTENANCE	CONSTRUCTION MAINTENANCE	01-40-601060	13.90
07/23/2021	56612	SMALL HAND TOOLS	SMALL HAND TOOLS	01-40-601050	17.95
07/23/2021	56612	CONSTRUCTION MAINTENANCE SUPPLIES	CONSTRUCTION MAINTENANCE...	01-40-601060	16.24
07/23/2021	56612	CONSTRUCTION MAINTENANCE SUPPLIES	CONSTRUCTION MAINTENANCE...	01-40-601060	4.19
07/23/2021	56612	SMALL HAND TOOLS	SMALL HAND TOOLS	01-40-601050	19.64
07/23/2021	56612	small hand tools	small hand tools	01-40-601060	40.71
07/23/2021	56612	Construction Supplies & Maint.	Construction Supplies & Maint.	01-40-601060	4.84
07/23/2021	56612	Construction & Maint. Supplies	Construction & Maint. Supplies	01-40-601060	74.11
Vendor 02362 - Thomas Ace Hardware Total:					1,157.38
Vendor: 02394 - Tyler Technologies, Inc.					
07/16/2021	56583	Transaction Fee	Transaction Fee	01-60-699031	2,620.10
Vendor 02394 - Tyler Technologies, Inc. Total:					2,620.10
Vendor: 02686 - USA Blue Book					
07/01/2021	56522	MISC. SUPPLIES	MISC. SUPPLIES	01-30-601099	125.56
07/16/2021	56584	Bleech Pump Parts	Bleech Pump Parts	01-30-621000	79.61
07/16/2021	56584	bleech pump parst	bleech pump parst	01-30-621000	289.54
Vendor 02686 - USA Blue Book Total:					494.71

Expense Approval Report

Payment Dates: 7/1/2021 - 7/31/2021

Payment Date	Payment Number	Description (Item)	Description (Item)	Account Number	Amount
Vendor: 03104 - UtiliQuest					
07/23/2021	56613	JOB #18-F-1 LOCATING SERVICES	JOB #18-F-1 LOCATING SERVICES	01-70-635020	14,607.15
Vendor 03104 - UtiliQuest Total:					14,607.15
Vendor: 02703 - Verizon Wireless					
07/01/2021	56523	CELL PHONES	CELL PHONES	01-40-611013	1,711.67
Vendor 02703 - Verizon Wireless Total:					1,711.67
Vendor: 02712 - VistaNet inc.					
07/01/2021	56524	Office Equipment	Office Equipment	01-60-630025	3,372.53
07/01/2021	56524	Office Equip Maint	Office Equip Maint	01-60-630025	571.97
07/01/2021	56524	Office Equip Maint	Office Equip Maint	01-60-630025	330.00
07/01/2021	56524	Office Equipment	Office Equipment	01-60-630025	130.00
07/12/2021	56554	Office equipment Maintenance	Office equipment Maintenance	01-60-630025	60.00
07/12/2021	56554	EQUIPMENT MAINT OFFICE	EQUIPMENT MAINT OFFICE	01-60-621000	239.00
Vendor 02712 - VistaNet inc. Total:					4,703.50
Vendor: 02714 - Wagner & Bonsignore					
07/16/2021	56585	Urban Water Management Plan	Urban Water Management Plan	01-150253	550.00
Vendor 02714 - Wagner & Bonsignore Total:					550.00
Vendor: 03002 - Water Works Engineers					
07/16/2021	56586	Job #18-F1 Disaster Recovery Management Service	Job #18-F1 Disaster Recovery M...	01-70-635020	169,694.84
07/23/2021	56614	PID URBAN WATER MGMT PLAN	PID URBAN WATER MGMT PLAN	01-60-635099	13,679.25
Vendor 03002 - Water Works Engineers Total:					183,374.09
Vendor: 02747 - Wienhoff & Associates, Inc.					
07/23/2021	56615	PHYSICAL DMV PRE-EMPLOYMENT	PHYSICAL DMV PRE-EMPLOYM...	01-40-630023	480.00
Vendor 02747 - Wienhoff & Associates, Inc. Total:					480.00
Vendor: 02867 - Zenner USA					
07/12/2021	56555	AC repeaters	AC repeaters	01-70-600090	14,852.82
07/12/2021	56555	collectors	collectors	01-70-600090	16,229.00
07/16/2021	56587	1" res fire serv meter	1" res fire serv meter	01-70-600090	13,504.73
07/23/2021	56616	3/4" res fire serv meter	3/4" res fire serv meter	01-40-600090	35,968.63
07/23/2021	56616	5/8 x 3/4 bypass meter	5/8 x 3/4 bypass meter	01-70-600090	739.63
07/23/2021	56616	lid lock nut	lid lock nut	01-70-600090	156.59
07/23/2021	56616	lid lock riser	lid lock riser	01-70-600090	156.59
07/23/2021	56616	1-1/2" res fire serv meter	1-1/2" res fire serv meter	01-70-600090	3,139.21
07/23/2021	56616	1" res fire serv meter	1" res fire serv meter	01-70-600090	7,376.25
07/23/2021	56616	lid lock	lid lock	01-70-600090	1,096.10
07/23/2021	56616	MIU stealth reader	MIU stealth reader	01-70-600090	29,281.40
Vendor 02867 - Zenner USA Total:					122,500.95
Grand Total:					688,283.59

Paradise Irrigation District

Detail of Disbursements Report

Check Numbers 56512 - 56625

Check#	Date	Vendor/Employee	Amount	% of Total Monthly Disbursements
56586	07/16/2021	Water Works Engineers	\$ 169,694.84	24.65%
56616	07/23/2021	Zenner USA	\$ 77,914.40	11.32%
56562	07/16/2021	ACWA/JPIA	\$ 48,987.32	7.12%
56525	07/12/2021	ACWA/JPIA	\$ 42,072.53	6.11%
56577	07/16/2021	Normac	\$ 35,565.72	5.17%
56555	07/12/2021	Zenner USA	\$ 31,081.82	4.52%
56576	07/16/2021	Minasian, Meith, Soares, Sexton & Cooper, LLP	\$ 20,544.26	2.98%
56607	07/23/2021	Pacific Gas & Electric Company	\$ 20,302.64	2.95%
56613	07/23/2021	UtiliQuest	\$ 14,607.15	2.12%
56614	07/23/2021	Water Works Engineers	\$ 13,679.25	1.99%
56587	07/16/2021	Zenner USA	\$ 13,504.73	1.96%
56603	07/23/2021	NTU Technologies, Inc.	\$ 12,995.46	1.89%
DFT0004796	07/26/2021	Internal Revenue Service	\$ 12,969.28	1.88%
DFT0004768	07/12/2021	Internal Revenue Service	\$ 12,659.54	1.84%
DFT0004797	07/26/2021	Internal Revenue Service	\$ 11,446.76	1.66%
DFT0004769	07/12/2021	Internal Revenue Service	\$ 10,895.04	1.58%
56570	07/16/2021	Ferguson Enterprises, Inc	\$ 9,544.85	1.39%
56601	07/23/2021	N.C.G.T. SECURITY FUND	\$ 8,686.00	1.26%
56602	07/23/2021	Northstate Aggregate, Inc.	\$ 8,310.68	1.21%
DFT0004792	07/23/2021	ICMA Retirement Trust-457	\$ 6,901.17	1.00%
DFT0004764	07/09/2021	ICMA Retirement Trust-457	\$ 6,723.79	0.98%
56517	07/01/2021	Olin Corp.-Chlor Alkali	\$ 5,175.22	0.75%
56530	07/12/2021	Butte County Treasurer	\$ 4,504.65	0.65%
56524	07/01/2021	VistaNet inc.	\$ 4,404.50	0.64%
DFT0004795	07/26/2021	Employment Development Dept.	\$ 4,306.88	0.63%
DFT0004767	07/12/2021	Employment Development Dept.	\$ 4,013.72	0.58%
56592	07/23/2021	Cedar Creek Publishing	\$ 3,766.11	0.55%
56565	07/16/2021	Brooke Lynn Winter	\$ 3,475.00	0.50%
56588	07/23/2021	All Metals Supply, Inc	\$ 3,206.31	0.47%
DFT0004799	07/26/2021	Internal Revenue Service	\$ 3,033.16	0.44%
56595	07/23/2021	Hunt & Sons, Inc.	\$ 2,981.76	0.43%
DFT0004771	07/12/2021	Internal Revenue Service	\$ 2,960.70	0.43%
56537	07/12/2021	Genterra Consultants, Inc.	\$ 2,663.75	0.39%
56583	07/16/2021	Tyler Technologies, Inc.	\$ 2,620.10	0.38%
56529	07/12/2021	BC Laboratories, Inc.	\$ 2,552.50	0.37%
56608	07/23/2021	Reed Smith LLP	\$ 2,230.00	0.32%
DFT0004762	07/09/2021	ICMA Retirement Trust-401	\$ 2,062.67	0.30%
DFT0004763	07/09/2021	ICMA Retirement Trust-457	\$ 2,062.67	0.30%
DFT0004790	07/23/2021	ICMA Retirement Trust-401	\$ 2,058.33	0.30%
DFT0004791	07/23/2021	ICMA Retirement Trust-457	\$ 2,058.33	0.30%
56538	07/12/2021	Hunt & Sons, Inc.	\$ 2,048.42	0.30%
56593	07/23/2021	Ferguson Enterprises, Inc	\$ 1,740.48	0.25%
56523	07/01/2021	Verizon Wireless	\$ 1,711.67	0.25%
56552	07/12/2021	Teresa Contreras	\$ 1,634.00	0.24%
56625	07/23/2021	Ferguson Enterprises, Inc	\$ 1,575.00	0.23%
DFT0004798	07/26/2021	Employment Development Dept.	\$ 1,259.22	0.18%
DFT0004770	07/12/2021	Employment Development Dept.	\$ 1,229.27	0.18%
56536	07/12/2021	FGL Environmental	\$ 1,185.00	0.17%
56548	07/12/2021	Pollard Water	\$ 971.95	0.14%
DFT0004765	07/09/2021	ICMA Retirement Trust-457	\$ 931.95	0.14%
56571	07/16/2021	FGL Environmental	\$ 927.00	0.13%
DFT0004793	07/23/2021	ICMA Retirement Trust-457	\$ 915.42	0.13%

Check#	Date	Vendor/Employee	Amount	% of Total Monthly Disbursements
DFT0004766	07/09/2021	ICMA Retirement Trust-457	\$ 892.28	0.13%
DFT0004794	07/23/2021	ICMA Retirement Trust-457	\$ 892.28	0.13%
56527	07/12/2021	Aramark Uniform Services	\$ 853.88	0.12%
56567	07/16/2021	Comcast Business	\$ 851.43	0.12%
56580	07/16/2021	Pollard Water	\$ 779.89	0.11%
56539	07/12/2021	I.B.E.W. Local Union 1245	\$ 778.22	0.11%
56596	07/23/2021	I.B.E.W. Local Union 1245	\$ 778.22	0.11%
56531	07/12/2021	Comcast	\$ 728.42	0.11%
56515	07/01/2021	Knife River Construction	\$ 716.78	0.10%
56611	07/23/2021	Standard Insurance Company	\$ 687.74	0.10%
56575	07/16/2021	Knife River Construction	\$ 661.56	0.10%
56528	07/12/2021	AT&T	\$ 590.97	0.09%
56563	07/16/2021	Airgas USA, LLC	\$ 576.50	0.08%
56606	07/23/2021	Pace Supply	\$ 562.83	0.08%
56585	07/16/2021	Wagner & Bonsignore	\$ 550.00	0.08%
56569	07/16/2021	Eagles Security Systems	\$ 537.30	0.08%
56532	07/12/2021	Durham Pentz Truck Center	\$ 527.11	0.08%
56612	07/23/2021	Thomas Ace Hardware	\$ 507.39	0.07%
56542	07/12/2021	Mark Baker	\$ 495.00	0.07%
56518	07/01/2021	O'Reilly Auto Parts	\$ 483.07	0.07%
56574	07/16/2021	Infosend	\$ 480.53	0.07%
56615	07/23/2021	Wienhoff & Associates, Inc.	\$ 480.00	0.07%
56540	07/12/2021	Industrial Equipment	\$ 462.51	0.07%
56600	07/23/2021	Maintenance Plus	\$ 462.05	0.07%
56553	07/12/2021	Thomas Ace Hardware	\$ 453.84	0.07%
56568	07/16/2021	COMP, Inc.	\$ 426.00	0.06%
56564	07/16/2021	Aramark Uniform Services	\$ 406.70	0.06%
56589	07/23/2021	Aramark Uniform Services	\$ 406.70	0.06%
56584	07/16/2021	USA Blue Book	\$ 369.15	0.05%
56554	07/12/2021	VistaNet inc.	\$ 299.00	0.04%
56578	07/16/2021	Northern Recycling & Waste Svcs	\$ 276.77	0.04%
DFT0004760	07/09/2021	Aflac	\$ 276.06	0.04%
DFT0004788	07/23/2021	Aflac	\$ 276.06	0.04%
56572	07/16/2021	Hydrotec Solution, Inc.	\$ 265.00	0.04%
56544	07/12/2021	Office Depot	\$ 254.63	0.04%
56533	07/12/2021	Employee Relations	\$ 216.49	0.03%
56609	07/23/2021	Riebes Auto Parts	\$ 216.06	0.03%
56599	07/23/2021	Interstate Batteries of the Rogue River	\$ 190.62	0.03%
56546	07/12/2021	Peterson	\$ 186.48	0.03%
56541	07/12/2021	International Brotherhood of 137 TCWH	\$ 172.16	0.03%
56598	07/23/2021	International Brotherhood of 137 TCWH	\$ 172.16	0.03%
56582	07/16/2021	Thomas Ace Hardware	\$ 169.02	0.02%
56512	07/01/2021	All Around Heating & Air	\$ 163.00	0.02%
56516	07/01/2021	Office Depot	\$ 162.67	0.02%
56545	07/12/2021	O'Reilly Auto Parts	\$ 146.96	0.02%
56547	07/12/2021	Plan B Professional Answering Service	\$ 144.50	0.02%
56514	07/01/2021	Fastenal Co	\$ 128.68	0.02%
56522	07/01/2021	USA Blue Book	\$ 125.56	0.02%
56549	07/12/2021	Rankin Stock Heaberlin Oneal	\$ 114.00	0.02%
56551	07/12/2021	Stanley Convergent Security Solutions	\$ 112.74	0.02%
56513	07/01/2021	Enterprise Record	\$ 107.95	0.02%
56605	07/23/2021	O'Reilly Auto Parts	\$ 105.68	0.02%
56550	07/12/2021	Roberts & Brune Company	\$ 83.06	0.01%
56543	07/12/2021	Northern Recycling & Waste Svcs	\$ 81.72	0.01%
56581	07/16/2021	Riebes Auto Parts	\$ 80.95	0.01%
56597	07/23/2021	Infinisource Cobra Compliance	\$ 80.00	0.01%
DFT0004805	07/23/2021	Internal Revenue Service	\$ 73.94	0.01%

Check#	Date	Vendor/Employee	Amount	% of Total Monthly Disbursements
56591	07/23/2021	Butte Co - Neal Rd Landfill	\$ 69.90	0.01%
DFT0004761	07/09/2021	Sterling Health Services, Inc DBA	\$ 67.30	0.01%
DFT0004789	07/23/2021	Sterling Health Services, Inc DBA	\$ 67.30	0.01%
56590	07/23/2021	AT&T	\$ 66.68	0.01%
56535	07/12/2021	Ferguson Enterprises, Inc	\$ 62.21	0.01%
56610	07/23/2021	Sinclair Towing	\$ 60.25	0.01%
56519	07/01/2021	Paradise Post	\$ 60.10	0.01%
56566	07/16/2021	Butte County Clerk/Recorder	\$ 50.00	0.01%
DFT0004804	07/23/2021	Internal Revenue Service	\$ 46.84	0.01%
56526	07/12/2021	American Messaging	\$ 39.09	0.01%
DFT0004802	07/20/2021	ICMA Retirement Trust-457	\$ 31.19	0.00%
56521	07/01/2021	Thomas Ace Hardware	\$ 27.13	0.00%
DFT0004803	07/23/2021	Employment Development Dept.	\$ 24.15	0.00%
56520	07/01/2021	Riebes Auto Parts	\$ 23.00	0.00%
56579	07/16/2021	Office Depot	\$ 15.62	0.00%
56573	07/16/2021	Infinisource Cobra Compliance	\$ 15.00	0.00%
56604	07/23/2021	Office Depot	\$ 14.26	0.00%
DFT0004784	07/22/2021	Internal Revenue Service	\$ 13.30	0.00%
56594	07/23/2021	Fiserv Solutions, LLC	\$ 13.23	0.00%
DFT0004785	07/22/2021	Internal Revenue Service	\$ 11.84	0.00%
DFT0004807	07/23/2021	Internal Revenue Service	\$ 10.94	0.00%
DFT0004800	07/20/2021	ICMA Retirement Trust-401	\$ 10.40	0.00%
DFT0004801	07/20/2021	ICMA Retirement Trust-457	\$ 10.40	0.00%
56534	07/12/2021	Fastenal Co	\$ 9.97	0.00%
DFT0004782	07/19/2021	ICMA Retirement Trust-457	\$ 6.46	0.00%
DFT0004783	07/22/2021	Employment Development Dept.	\$ 6.10	0.00%
DFT0004806	07/23/2021	Employment Development Dept.	\$ 4.54	0.00%
DFT0004787	07/22/2021	Internal Revenue Service	\$ 3.10	0.00%
DFT0004780	07/19/2021	ICMA Retirement Trust-401	\$ 2.15	0.00%
DFT0004781	07/19/2021	ICMA Retirement Trust-457	\$ 2.15	0.00%
DFT0004786	07/22/2021	Employment Development Dept.	\$ 1.29	0.00%
DFT0004776	07/22/2021	Internal Revenue Service	\$ 1.18	0.00%
DFT0004777	07/22/2021	Internal Revenue Service	\$ 1.02	0.00%
DFT0004774	07/19/2021	ICMA Retirement Trust-457	\$ 0.78	0.00%
DFT0004775	07/22/2021	Employment Development Dept.	\$ 0.56	0.00%
DFT0004779	07/22/2021	Internal Revenue Service	\$ 0.28	0.00%
DFT0004772	07/19/2021	ICMA Retirement Trust-401	\$ 0.26	0.00%
DFT0004773	07/19/2021	ICMA Retirement Trust-457	\$ 0.26	0.00%
DFT0004778	07/22/2021	Employment Development Dept.	\$ 0.12	0.00%
56620	07/23/2021	**VOID**	\$ -	0.00%
56618	07/23/2021	**VOID**	\$ -	0.00%
56619	07/23/2021	**VOID**	\$ -	0.00%
56621	07/23/2021	**VOID**	\$ -	0.00%
56623	07/23/2021	**VOID**	\$ -	0.00%
56622	07/23/2021	**VOID**	\$ -	0.00%
56617	07/23/2021	**VOID**	\$ -	0.00%
56624	07/23/2021	**VOID**	\$ -	0.00%
			688,283.59	



Our water. Our future.
Paradise Irrigation District

Strategic Plan Progress Report

Mission

Statement

We are dedicated to 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 community.

Organization Goal: Transform business to be the model all businesses want to replicate.

Customers

Objective: Provide Exceptional Customer

Goal	Lead	By Date	Status
Create a Report on Updates to Customer Service Processes (for Board)	Mickey Rich	6/30/2021	
Create a Follow-up 'Voice of the Customer' Survey (based on the 'Voice of the Customer' Survey Conducted in 2020.	Mickey Rich	7/1/2022	
Develop a 'Service Survey' to Be Used at the Completion of Service Delivery.	Dir. Sulik	9/1/2021	
Develop a Communication/Promotion Plan for 'Sharing Good News'	Dir. Sulik	9/1/2021	

Finance

Objective: Improve Financial Sustainability

Goal	Lead	By Date	Status
Identify Opportunities for New Products and or Service Lines.	Tom Lando	4/1/2022	
To Establish a Plan to Create a Financial Reserve.	Tom Lando	10/15/2021	
To Identify Grant/Funding Opportunities	Dir. Hinman	9/1/2021	
Identify a Committed Grant Writer	Dir. Hinman	9/1/2021	

Operations

Objective: Enhance Operation Efficiencies

Goal	Lead	By Date	Status
Perform Employee Role Assessment	Tom Lando	10/15/2021	
Initiate Project to Develop Organization Standard Operating Procedures (SOP's) and Standard Work Instructions (SWI's)	Tom Lando	9/1/2021	

People

Objective: Maximize Our Investment in People

Goal	Lead	By Date	Status
Develop a Plan for a Phased Approach Formal Training Program	Dir. Hansen	5/1/2022	
Develop Draft of a Plan for PID Career Tracks	Dir. Hansen	9/1/2021	
Research or Perform a Compensation Comparison Analysis	HR Firm	12/23/2023	
Develop an Employee Incentive Program	Dir. Hansen	9/1/2021	

	Green - On Track
	Yellow-Encountering Barriers to Complete on Time but Still Progressing
	Red-Full Stop: Consider Course Corrections.

The Paradise Irrigation District will be the Gold Star Standard of business models. We will provide exceptional service to our customers and a quality product. Our financial independence will be the result of our innovative approach to the development of new products and or lines of service in tandem with precision financial and operational management. | We will prioritize our team members by investing in their work environment and providing opportunities for their future development and advancement. We will be dedicated and productive community partners, and as the regional People's Water District we will be leaders in sustainability, maintaining a net-neutral to net-positive impact on the environment.

Customer Service Activity Report – July 2021

Service Requests

Row Labels	Sum of Count
Account Management	257
Activate water w/Backflow	80
Backflow Maintenance	21
Construction Support	47
Disconnect	10
Field Customer Service	36
Field Maintenance	23
From Active to ready-to-serve	45
New Meter Order	4
No Water	10
Transfer Ownership	140
Water Quality	3
Grand Total	676

Increased from 643 service requests in June

Phone activity

Phone Activity	June 2021	July 2021	Trend
Average calls per day	48	58	Increased
Average abandoned per day	1.7	2.6	Increased
Average time abandon	1:18 min	2:47 min	Increased
Average time to handle	34 seconds	39 seconds	Increased

Payments Processed

Method payment	June 2021	July 2021	Trend
Automated Phone System	167	77	Decreased
Customer Service Staff	1920	770	Decreased
Web Portal	1149	330	Decreased
Total	3236	1177	

**STAFF REPORT
FIELD OPERATIONS
July 2021**

TRANSMISSION & DISTRIBUTION

MAINTENANCE WORK.

- PID crews have been taking care of leaks/maintenance issues
- 12 Main line leaks were repaired this month
- 9 service lines were repaired

SERVICE LINE REPLACEMENT / WATER REQUEST

- PID crews have replaced 6 service lines
- 55 Backflow devices were installed
- 26 Flow test were performed

CUSTOMER REIMBURSEMENT JOBS (by work order)

- Working on several request for lateral line installs

PIPELINE PROJECTS AND EXTENSIONS

- Working with Cal Trans on lower Clark Road for their project
- Cameo Pipeline has been completed (awaiting asphalt repair)
- Fickett Lane
- Golden Oaks

SUMMARY

PID crews completed the replacement of the 6" mainline on Cameo. Working on plan and scheduling the replacement of the 2" on Fickett Lane. Golden Oaks is a 2" line that feeds 5 meters that is very shallow and has quality issues. There is one rebuild now, and another has started with the goal of two more very soon. Leaks are being scheduled for repair on a daily basis.

STAFF REPORT
WATER TREATMENT PLANT
July 2021

WATER TREATMENT

- Production at the District's treatment plant for the month of July varied between 5.2 and 6.8 mgd, with the average day being 6.3 mgd.

- Compared to:

	<u>pre-fire July 2018</u>	<u>July 2020</u>
Low	7.0	4.6
High	8.7	6.2
Avg.	7.9	5.2

- 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.
- Completed Consumer Confidence Report, Mickey posted it on the District's website.
- Slate Geotechnical is wrapping up the 30% design for repairs to Magalia Reservoir and Colleen with Water Works Engineers is putting together the package for bids for the rest of the design.
- Glenmount Global continues working with Wonderware to troubleshoot an issue they are having with the PCs. There is an issue where when the program is idle for a period, Windows is shutting down the Wonderware program. They sent the PCs to WonderWare and they are trying to figure out how to fix the issue; they may have to move back to an older version of WonderWare.

Staffing

- Treatment staff continues to work hard to stay on top of all required production and regulatory activities fitting in when we can necessary maintenance.
- With summer being here we will be working hard covering vacation time for personnel so they can take some time off.

MAGALIA/PARADISE DAMS

- Met with Slate Geotechnical is wrapping up their 30% design and will then be submitted the design to DSOD for their input.
- Monthly monitoring of piezometers at Magalia and Paradise dams was performed and reported to our consultant.

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 2020) and will be ongoing for the next couple of years. By the end of July, we had performed 992 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.

July 2021, WATER QUALITY

- Average daily production: 6.3 mgd
- Average effluent turbidity: 0.04 ntu
- Average raw water turbidity: 0.66 ntu

Water Levels (as of 7/31/2021)

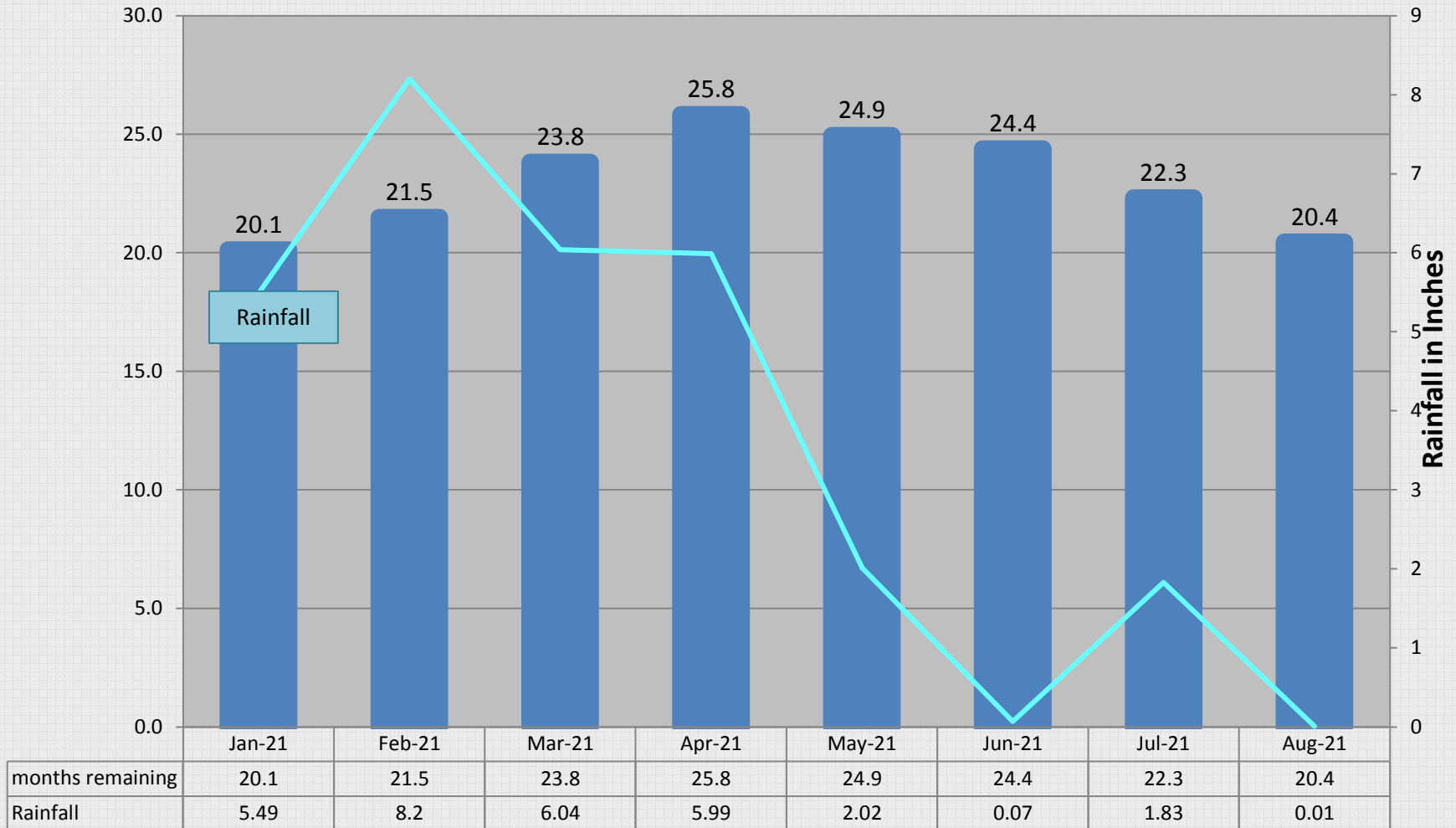
- Magalia Reservoir 2197.3'
- Paradise Lake -22.9'
- Percentage of Water in Storage 59% of Total Available
- Rainfall for 2020/2021 rainfall year:

	Magalia Res. .05"	Paradise Lake .57"
▪ August		
▪ 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"
▪ April	0.62"	2.02"
▪ May	0.09"	0.07"
▪ June	0.50"	1.83"

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

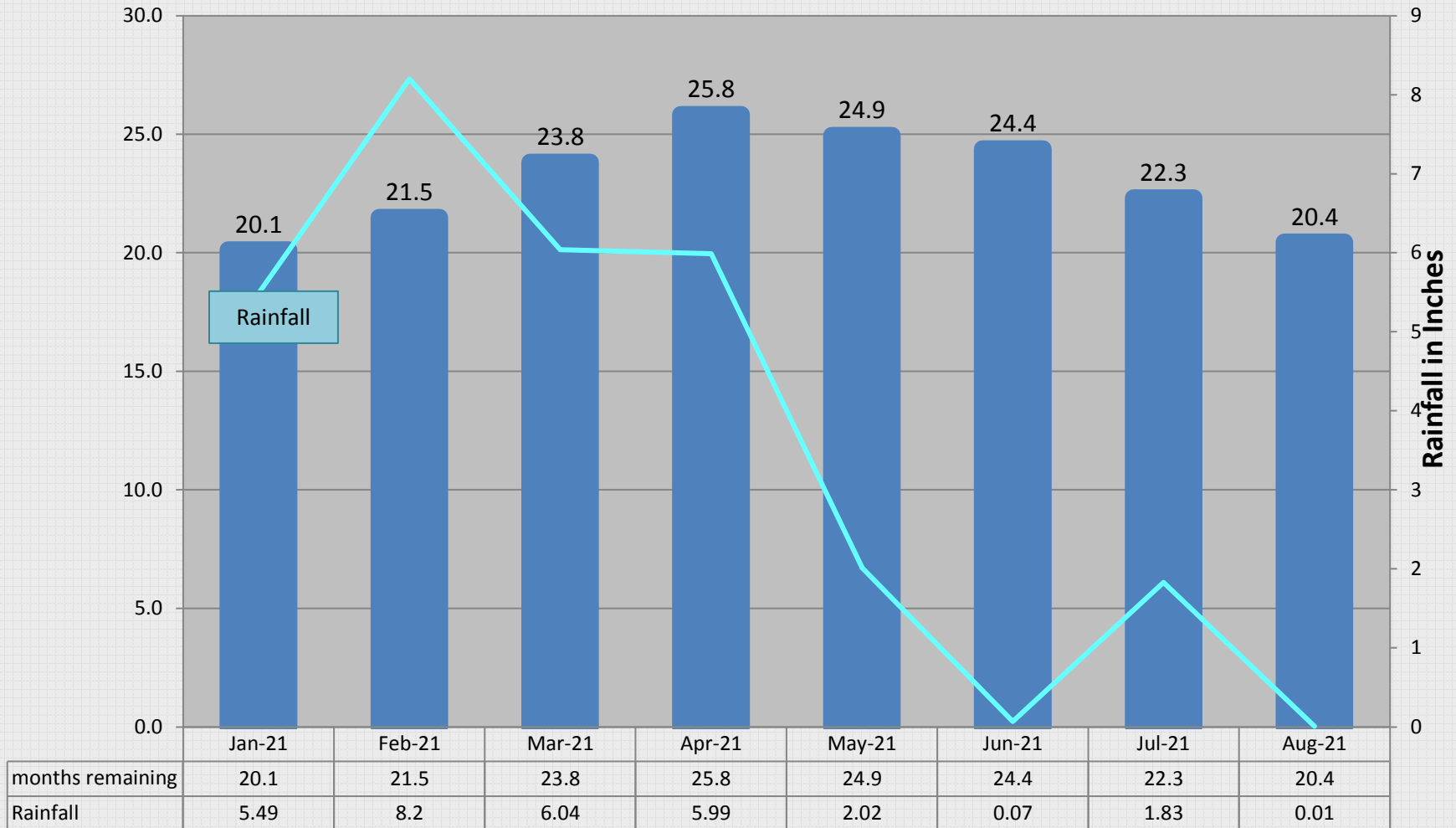
Pre-November 2018 Full reservoir months remaining = 25.8



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

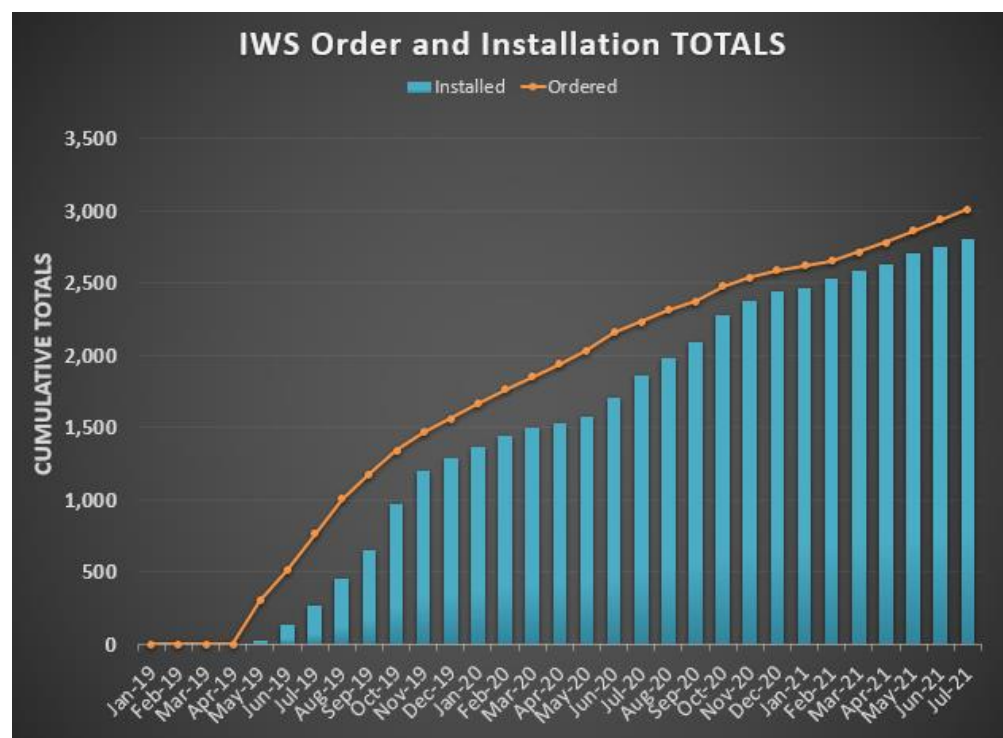
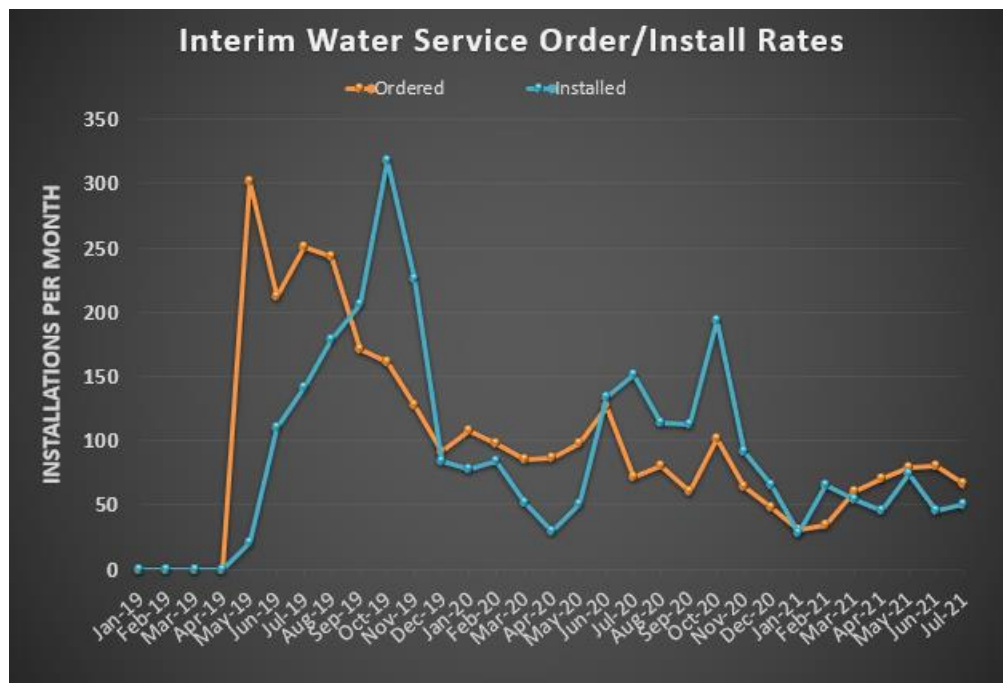
Pre-November 2018 Full reservoir months remaining = 25.8



Water Supply Recovery Program Update

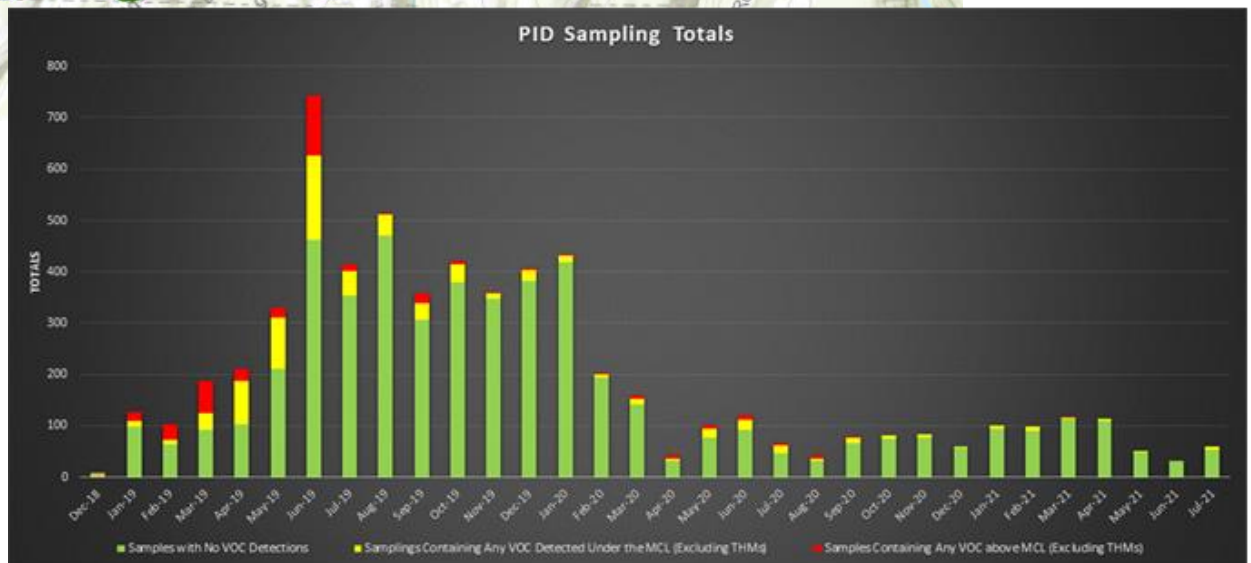
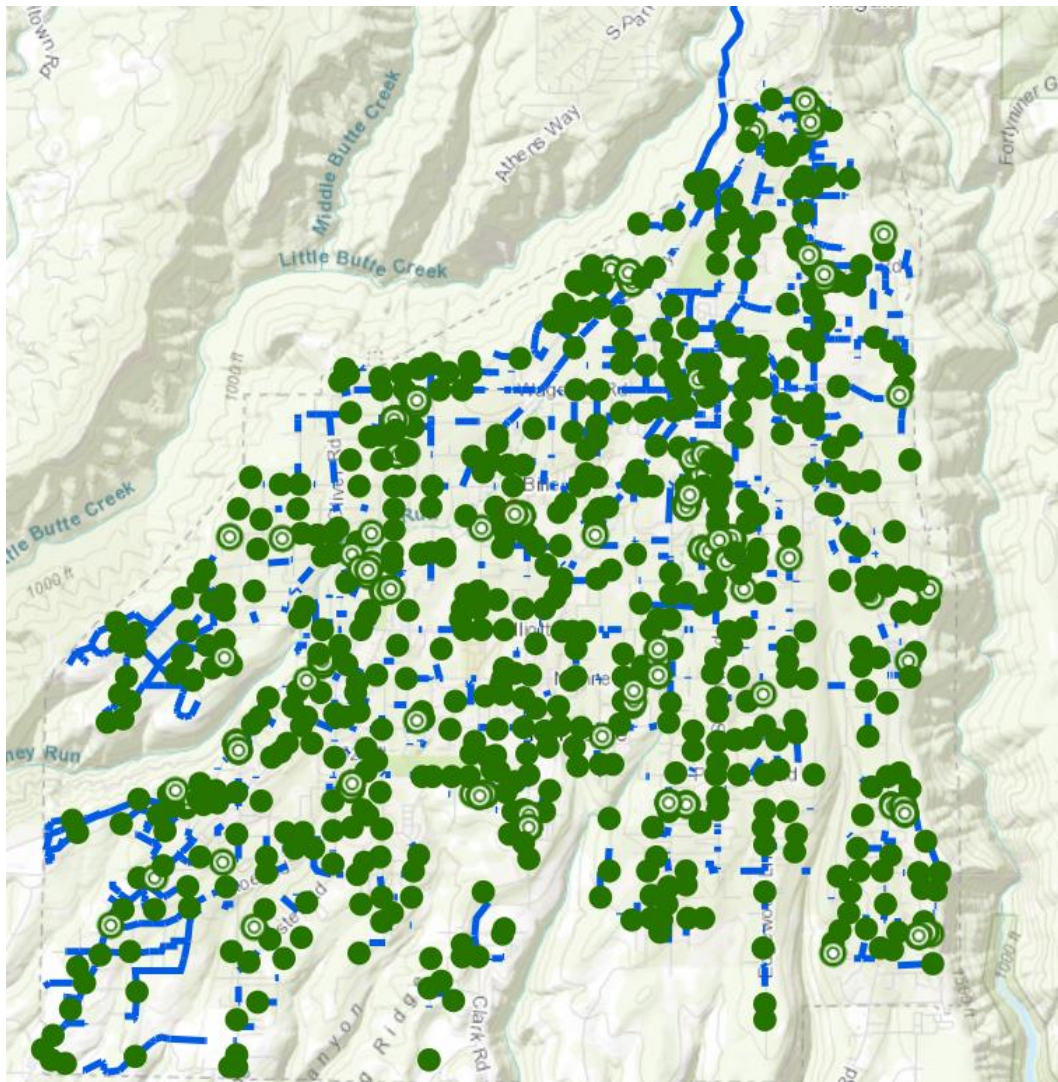
Project 1: Standing Structure and Main Testing and Clearing Program

- The Interim Water Service program continues. IWS orders in July continued with a slight decrease in pace to approximately 60/mo. There were 50 IWS installations in July, which continue to be constrained somewhat by competing priorities for PID staff for main break repairs and other more urgent matters. As the MISLR project continues, more IWS orders will go directly to permanent service lateral replacement and meter/backflow preventer installation and the IWS program will be wound down with PID staff focused on problem/complex locations.



Water Supply Recovery Program Update

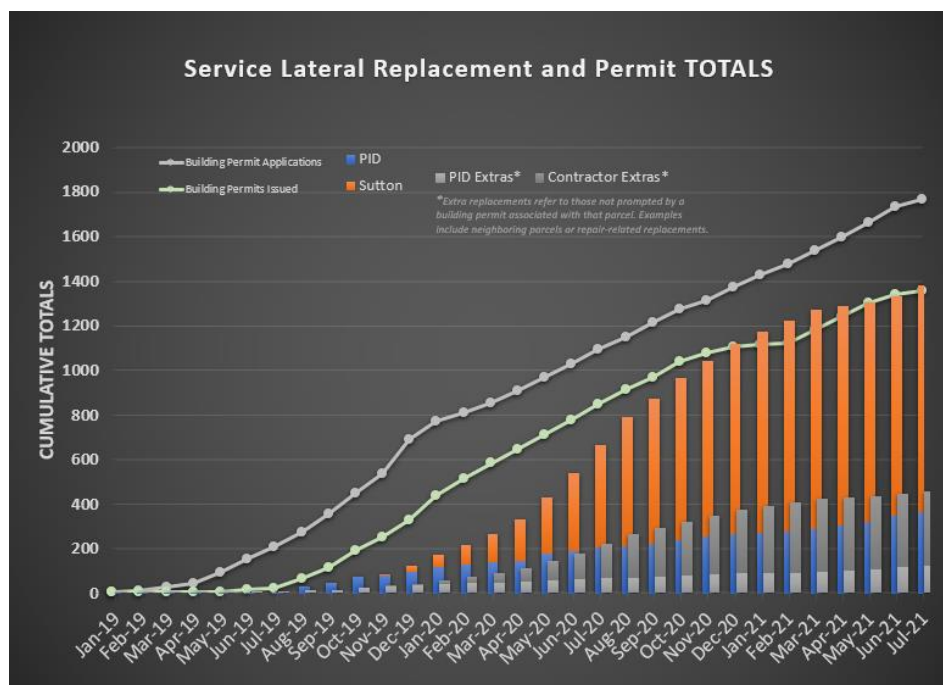
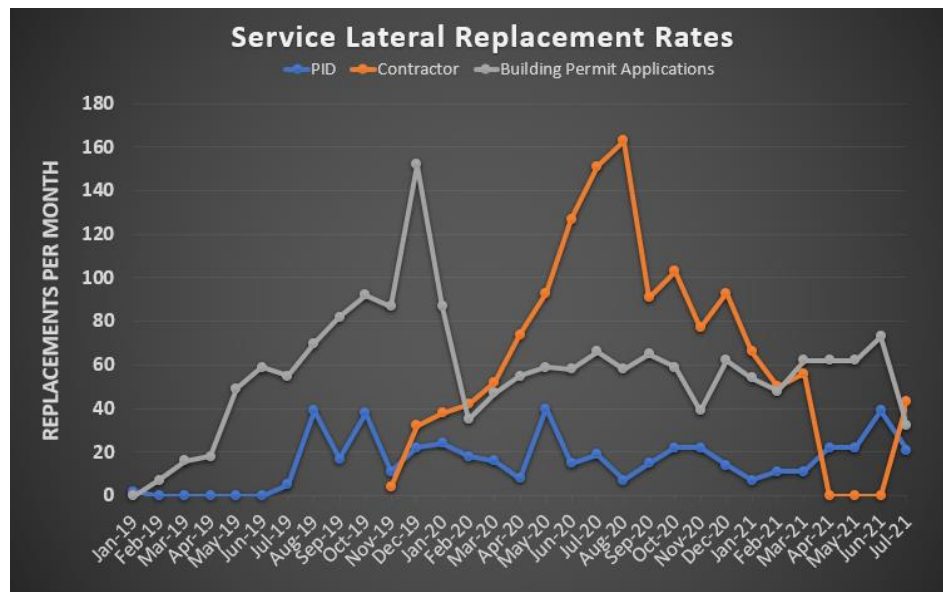
Water Quality Assurance Monitoring continues with no fire related VOC violations discovered. At the current pace, the entire system will have had a first round of representative samples taken by early 2022.



Water Supply Recovery Program Update

Project 2: Service Lateral Replacement Program

- The Meter Installation and Service Lateral Replacement (MISLR) project began service lateral replacements in late July, with 43 being completed by RCI prior to month's end along with 20 by PID staff. At the same time, we saw a reduction in new permit applications at the Town of Paradise to below 40 in July. This was after a relatively high number of new permit applications in June, so could have been a bit of a balancing month. We will watch this trend going forward to see if new building permit applications continue at a slower pace or return to the approximately 60/mo. pace previously seen and adjust our approach accordingly. With MISLR work full steam ahead, we remain ahead of issued building permits and continue to support the town rebuilding efforts.



Water Supply Recovery Program Update

Project 3: Meter Replacement Program

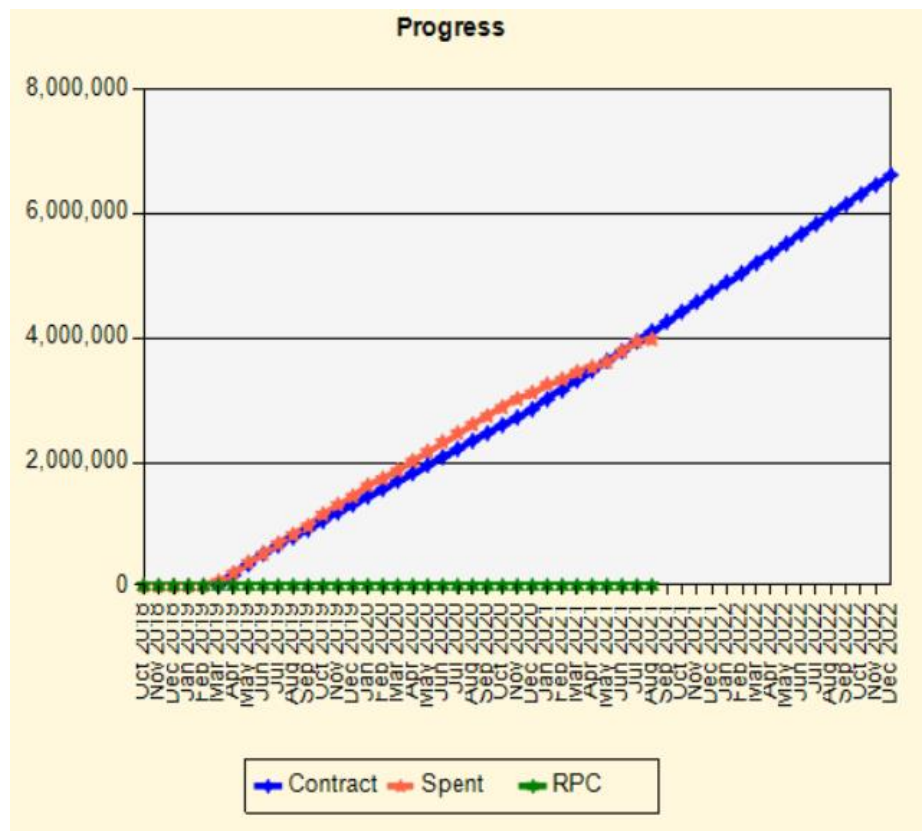
PID has taken delivery of two orders of meters from Zenner for a total of 698 meters. This includes (546) 3/4", (90) 1", (25) 1-1/2", (15) 2", (2) 3", (2) 4" and (18) 5/8" x 3/4" (bypass meters for some of the large meters). We are coordinating with Zenner and RCI on the installation of collector and repeater sites and in August Zenner will perform a site visit to train RCI on the installation of MIUs and to begin the process of coordinating installation of the collector and repeater infrastructure.

Project 4: Reservoir B Replacement

Funding for the Reservoir B Replacement project continues to be pursued. The SRF/ASADRA funding application is proceeding which still appears to be the most likely funding pathway for this project. We had a small setback regarding the packaging of the CEQA documents which are being repackaged and will be in front of the Board for re-approval in an upcoming meeting. We have assurances from SRF/ASADRA that this CEQA process will happen in parallel with the funding agreement approval process which will be fast-tracked. There has been no change on the FEMA grant funding side for this project.

Budget

Billing for June was \$160,474.66, very near our projected average burn rate for the remainder of the project (\$158,000/mo.).



District Engineering Update

District Engineering Support Task Status

- **Task 1 – 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 2020. Discussion of options to route power underground through the roadway along the dam crest rather than hardened above ground infrastructure as previously discussed. Continuing coordination with PG&E and DSOD project manager to assist in pursuing this option.
- **Task 4 – Tesla Battery Backup Program**
Funding for both sites has been officially approved. Notice to Proceed has been issued for both projects as of 6/9/21. Preparation for construction completed for Pump Station 2. Intent is to schedule both projects for similar time frames. WTP Project still in final review with Butte county. Several questions from Tesla answered by PID.
- **Task 5 – Magalia Dam Engineering Study**
Final deliverable under review by PID staff. Invitation for proposals on the 100% design to be sent to prequalified firms. Coordination with Aptim to determine if additional grant funding will be needed in addition to the current funds remaining (~800k), and how to approach FEMA for any possible unobligated funds to add to the project. Possibility of CDBG funding in partnership with Butte County, coordination with their interest in widening skyway. 100% design process may be combined with either the design of the roadway, or consideration for a future roadway project.
- **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**
Potholing and submittal phases completed. Materials procurement issue for fittings has caused approximately 3 weeks of delay at this point. Worked with Santos to procure needed materials with supply chain challenges. Field work to start 8/23/21. Ongoing coordination with the Town of Paradise to keep them informed of progress. Weekly site checks and discussions with Town of Paradise project staff. During the delay, change in PID standards for valve installation was identified and is being examined as a possible change order at PID's request. Final costs for mechanically joined valve installation presented to the District Manager along with Operations Staff and approved for execution in July.

District Engineering Update

- **Task 11 – Dam Safety Emergency Action Plan**
Draft undergoing final adjustments for PID staff review.
- **Task 12 – Meter Insurance Claim**
Pending further feedback from JPIA or other data needs.
- **Task 13 – Leak Detection**
Preparation underway on a Work Plan for leak repairs prioritized by severity. Leak repairs to be cross referenced with planned main segment replacements as well as PG&E planned underground projects to streamline underground work before Town of Paradise paving is planned as much as possible.
- **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. Development of procurement documents underway for contracted services to install solar equipment at PID tank sites.
- **Task 16 – Zone A Pipeline and WTP Grant**
Grant in CEQA review at this time.
- **Task 17 – Urban Water Management Plan**
UWMP and WSCPs submitted to DWR in advance of the July 1 deadline. Final plan documents sent and posted in all required formats and locations (PID office, CA State Library, PID website, etc)
- **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.

District Engineering Update

- **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. Attendance of preconstruction conference. Field relocation planned for a backflow device and several service laterals along Pentz in June.
- **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.

District Engineering Update

- **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 and property data provided to PID staff. Easement need identified by staff. Next steps include communication with property owners to be completed by PID staff, followed by preparation of necessary documents to establish easement with support from WWE. This project is intended to result in a new service lateral installed to increase a customer's water quality and supply, alleviating a repetitive maintenance issue.
- **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.

District Engineering Update

- **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.
- **Task 60 – Development Review Request – 5885 Pentz**
Engineering review and comments provided to the Town of Paradise.
- **Task 61 – 5399 Clark Road**
Engineering review and comments provided to the Town of Paradise.
- **Task 62 – Development Review Request – 1797 Stark Lane**
Engineering review and comments provided to the Town of Paradise.
- **Task 63 – Utility Data Request - Bradshaw Terrace**
Data collection underway for transmission to requesting designer.
- **Task 64 – Paradise Avenue Fire Flow**
Staff request for modeling support to determine best method of fix to provide fire flow requirement to rebuilds. Hydraulic calculations performed to determine relative order of magnitude to be gained by the installation of a new service.
- **Task 65 – Lot Line Adjustment – 5399 Clark Road**
Engineering review and comments provided to the Town of Paradise.
- **Task 66 – CALDOT Data Request/Relocation Design – Clark and Easy Street**
Engineering review and letter provided to Caltrans regarding data request. Attendance of project coordination meetings with PID staff. Request submitted for design of pipe relocation to be negotiated with Caltrans for construction. Relocation plans developed and transmitted to Caltrans for review. Ongoing discussion of constructability and timing for relocation of PID infrastructure. This cost is likely to be on the order of \$50k-\$75k for the District if performed by a contractor (recommended based on complexity of the site conditions), in the spring or summer of 2022.
Meeting held at the end of July with Caltrans staff to discuss how to minimizing PID's excavation requirement by timing work on the main after Caltrans work has begun and grading completed. Caltrans very receptive to teamwork with PID to accomplish the main relocation. Next steps include sharing PID details with Caltrans to determine cost of work if completed by Caltrans contractor.
- **Task 67 – Development Review Request – 6480 Clark Road**
Engineering review and comments provided to the Town of Paradise.
- **Task 68 – Development Review Request – 771 East Oak Street**
Engineering review and comments provided to the Town of Paradise.
- **Task 69 – Lot Line Adjustment – 1530 and 1552 Forest Service Road**
Engineering review and comments provided to the Town of Paradise.
- **Task 70 – Development Review Request – 964 Wagstaff**
Engineering review and comments provided to the Town of Paradise.
- **Task 71 – Use Permit – Moose Lodge**
Engineering review and coordination with Town of Paradise Building Department.
Comments provided to the Town of Paradise.

District Engineering Update

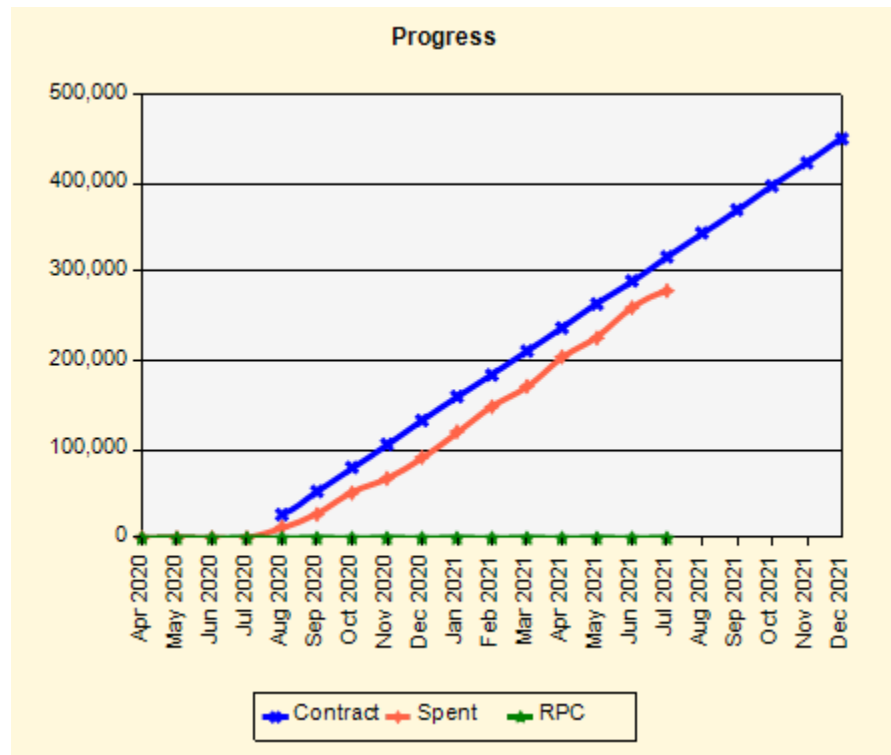
- **Task 72 – Development Review Request – 5623 Wilson Lane**
Engineering review and letter provided to Caltrans regarding data request. Attendance of project coordination meetings with PID staff. Request submitted for design of pipe relocation to be negotiated with Caltrans for construction.
- **Task 73 – Development Review Request – 253 Burden Terrace**
Engineering review and coordination with Town of Paradise Building Department. Comments provided to the Town of Paradise.
- **Task 74 – Lot Line Adjustment – 1760 Elysee Drive**
Engineering review and comments provided to the Town of Paradise. Potential handoff of LLA reviews to customer service.
- **Task 75 – Lot Line Adjustment – 7216 Pentz Road**
Engineering review and comments provided to the Town of Paradise. Potential handoff of LLA reviews to customer service.
- **Task 76 – Town of Paradise Utility Coordination**
Review and support for several proposed paving projects for which there are necessary steps of utility coordination. Identification of potential costs and impact to PID for relocation of facilities to accomplish this work. Support and provision of data for District council review and determination. Attendance and organization of coordination meetings as necessary.
- **Task 77 – Inventory and Labor Fulcrum Database**
Support for District staff as requested to navigate the Fulcrum program and/or create formatted data export templates to analyze data collected in this manner.
- **Task 78 – Facilities Info Request – Clark and Nunneley**
Development of utility data sheets to provide for use in design. Field verification of all facilities required.
- **Task 79 – Development Review Request – 6480 Clark Road**
Engineering review and coordination with Town of Paradise Building Department. Comments provided to the Town of Paradise.
- **Task 80 – Development Review Request – 261 Chandler Drive**
Engineering review and coordination with Town of Paradise Building Department. Comments provided to the Town of Paradise.
- **Task 81 – Development Review Request – 6462 Clark Road**
Engineering review and coordination with Town of Paradise Building Department. Comments provided to the Town of Paradise.
- **Task 82 – Development Review Request – 6899 Clark Road**
Engineering review and coordination with Town of Paradise Building Department. Comments provided to the Town of Paradise.
- **Task 83 – Development Review Request – 5500 Rockford Lane**
Engineering review and coordination with Town of Paradise Building Department. Comments provided to the Town of Paradise.
- **Task 84 – Facilities Info Request – PG&E**
Development of utility data sheets to provide for use in design. Field verification of all facilities required.

District Engineering Update

- **Task 85 – Utility Request – Rental Guys Skyway**
Development of utility data sheets to provide for use in design. Field verification of all facilities required.
- **Task 86 – Development Review Request – 5808 Sawmill Road**
Engineering review and coordination with Town of Paradise Building Department. Comments provided to the Town of Paradise.
- **Task 87 – Development Review Request – 828 Elliot Road**
Engineering review and coordination with Town of Paradise Building Department. Comments provided to the Town of Paradise.
- **Task 88 – Lot Line Adjustment – 5650 Indian Rock Lane**
Engineering review and coordination with Town of Paradise Building Department.
- **Task 89 – Development Review Request – 6480 Clark Road**
Engineering review and coordination with Town of Paradise Building Department.
- **Task 90 – Lot Line Adjustment – Siegfried**
Engineering review and coordination with Town of Paradise Building Department.
- **Task 91 – Development Review Request – 5760 Sawmill Road**
Engineering review and coordination with Town of Paradise Building Department.
- **Task 92 – Development Review Request – 6363 Graham Road**
Engineering review and coordination with Town of Paradise Building Department.

Budget

Expenditures on track over the last month as efforts continue on Almond Street, Utility Coordination, Magalia Dam, and support for development. Expenditures will likely pick up over the next month as work on Almond Street begins again. Overall we are tracking along with expected spending rates, although below budget.





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: August 18, 2021
TO: PID Board of Directors
FROM: Mickey Rich, Assistant District Manager
RE: Request: Contracted HR Consulting Firm

Is this a budgeted item? YES

Recommendation:

Staff requests the Board authorize the District Manager to enter into contract with Brook Winter HR to provide the district with human resource consulting services.

Human Resources Consulting

It has been a benefit to have a human resource consulting service. The service frees up management staff, provides monthly management training and provides the district with an as-needed human resources consultant to answer questions and help staff keep in compliance with several HR related matters.

The request for proposal was sent out to known HR consultants, listed on our website, and advertised on a major RFP database. We received one response; from Brooke Winter HR, our current short-term consultant.

Monthly Fees: \$725.00 (reduced from \$800.00 per month)
Additional Services billed at \$95.00 per hour (reduced from \$150.00 per hour)

The recommended form of motion would be:

"I move to authorize a contract with Brook Winter HR to provide human resources consulting services and authorize the District Manager to execute an agreement for this contract assignment."



BROOKE WINTER
HR CONSULTING

Human Resources Consulting Agreement

Prepared for:

Mickey Rich
Georgeanna Borrayo
Paradise Irrigation District

Prepared by:

Brooke Winter HR Consulting

06-29-2021

Executive Summary

Mickey Rich has expressed organizational changes and goals for Paradise Irrigation District that can be met through the implementation of a strategic HR program with Brooke Winter HR Consulting. By entering into a monthly consulting agreement with Brooke Winter HR Consulting, your organization will be ensured compliance, as our team will keep a watchful eye on employment and labor laws and update Paradise Irrigation District accordingly.

This Human Resources services agreement includes details regarding the operational HR support that Brooke Winter HR Consulting can offer alongside any associated service costs. This agreement includes **two key sections:** ongoing services and additional services. While additional services are available to Paradise Irrigation District on an as-needed basis, ongoing services are those that will be required on a daily, weekly, or monthly basis, and are covered under a flat-fee retainer.

Ongoing Services

Management Engagement

- Recurring, 30-minute, monthly meeting between the Brooke Winter HR Consulting Team & Paradise Irrigation District leadership to discuss and plan HR strategy (on site)
- Recurring, 60-minute, monthly middle manager training to be conducted prior to our immediately after the recurring HR meeting (on site)

Watchful Eye

- Watchful eye on California and Federal labor laws

- Work with management to ensure employee personnel files are audited to ensure forms are filled out correctly and that all federal and state laws are being followed correctly

Unlimited Access

- Unlimited email and phone access between the Brooke Winter HR Consulting team and Mickey Rich and Georganna Borrayo from for questions and issues that arise during business hours

Ongoing Services Pricing

Monthly Ongoing Services

\$725

**Amount includes mileage and travel time to and from Redding, CA and Paradise, CA once a month.*

Additional Services

Policy & Procedures Maintenance

Well-documented HR policies and procedures are vital to a successful operating environment. Brooke Winter HR Consulting is experienced in developing, applying, and evaluating HR policies and procedures for our clients. These services include maintaining accurate policy manuals, reviewing policy and procedure periodically, and updating documentation as needed.

Employee Screening and Hiring

Screening potential candidates to fill internal positions can be a daunting task, one with long-term implications for your company. We ensure that your internal team remains staffed with qualified individuals who possess the qualifications and traits that fit your needs.

Employee On-boarding

The employee on-boarding process is a critical Human Resources function. We provide a comprehensive on-boarding service that ensures that every new employee completes all required documents and goes through position-specific training.

Employee Off-boarding

When an employee leaves the company, whether voluntarily or involuntarily, there are several steps in this process that must be handled with care. Along with filling out the proper documentation, performing an exit interview with the employee is incredibly important. The feedback given by employees during this interview will provide valuable insight into the root cause of employee turnover and will aid Paradise Irrigation District in its endeavor to better retain employees in the future.

Performance Management

Brooke Winter HR Consulting will work with the Paradise Irrigation District owners and managers to constantly track, evaluate, and improve employee performance. We will provide HR support should any issues arise, and work with managers to develop performance improvement plans when necessary.

Conflict Management

We specialize in creating productive and innovative workplaces with connection and engagement as the key cornerstones in building a vibrant company culture. The Brooke Winter HR Team is equipped to handle conflict mediation, as well as operational and communication analysis to help bring solutions to conflicts both relationally and in terms of workflow.

Driving Culture

Partner with management team to deliver staff meetings

- Bring relevant HR information to the team
- Promote transparency through a culture of communication and collaboration

Additional Services Pricing

Hourly Support

\$95/hour

Hourly Rate

The *hourly rate* of \$95 will be charged based on quarter of an hour intervals (15-minute intervals). For example, a 12-minute phone call would be billed as 1/4 (.25) of an hour. Likewise, a 48-minute meeting would be billed as one hour.

An invoice will be sent at the beginning of each month, detailing services rendered for the previous month and payment due.

Next Steps

Let's do this! To proceed with this proposal, your next steps are to:

1. Accept the proposal as-is **OR** discuss desired changes with our team
2. Get ready to experience Human Resources in a whole new way!

**Putting the *human* back
in human resources**





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: August 18, 2021
TO: PID Board of Directors
FROM: Mickey Rich, Assistant District Manager
RE: Request: Contracted IT Consultant

Is this a budgeted item? YES

Recommendation:

Staff requests the Board authorize the District Manager to enter into contract with VistaNet Inc. to provide the district with IT Services.

Information Technology Consulting

In early 2021, with approval from the management bargaining unit, the district eliminated the Information Systems Manager position and is transitioning to consultant-provided IT services. The District entered into a temporary, short-term contract with VistaNet Inc. The District's procurement policy requires going out to competitively bid for this professional service.

Staff reached out to known IT service providers, listed the request for quote for IT services on our website, and advertised on a major RFP database. We received two responses; J4 Systems, Rocklin CA, and VistaNet Inc., Chico CA

Both IT firms can provide the district's IT services. Vistanet Inc. offers block hour purchases at a reduced hourly rate which may provide significant savings to the district over fully managed IT services. We currently use IT consultant services at an average of 2.5 hours per month and plan to increase this to include monthly departmental meetings and planning sessions.

The recommended form of motion would be:

"I move to authorize a contract with VistaNet Inc. to provide IT consulting services and authorize the District Manager to execute an agreement for this contract assignment."

Proposal Prepared For:
Paradise Irrigation District
“Network Support / Maintenance RFP”



Prepared by: VistaNet Inc.
Contact(s) Dave Marlatt
669 PALMETTO AVE. SUITE E
CHICO CA 95926
(530) 891-8555

July 20, 2021

Mickey Rich
Paradise Irrigation District
6332 Clark Road
Paradise, CA 95969

July 20, 2021

Thank you for giving VistaNet Inc. the opportunity to submit a Network Support proposal with our qualifications for Paradise Irrigation District. After reviewing your Data & Voice requirements and LAN infrastructure we feel we have the experience and qualifications to provide the level of technology services and support your organization requires. Since 1996 VistaNet Inc. has been providing technology solutions and support for corporate, government, education, and non-profit organizations in the North Valley.

During the vendor evaluation process, we would recommend making sure your vendor has manufacturer certifications and experience such as being a VMware, EMC, HP, Microsoft, ShoreTel/Mitel, and Veeam Technology Partner. These are key technology partners that will be required for supporting your network. VistaNet is a Systems Integrator that specializes in converging data, voice, and video networks. Our Support Services are specifically designed for each client engagement ranging from general workstation support to fully managed infrastructures. Please see our Portfolio below:

- Comprehensive Support Packages for Network & Server Management
- On-Site & Remote Support , Help Desk, Service Ticketing System
- Assigned Support Team and Technology Consultants
- Network Monitoring & Alerting
- Business Continuity Plans
- Technology Plans and Guidance
- Private & Public Cloud Solutions for Voice, Data, & Video

If you have any questions or need any additional information please contact Dave Marlatt at VistaNet. VistaNet provides many other technology products and services that have not been listed. Please don't hesitate to contact us for items not listed above or visit our web site at www.vistanetinc.com. We look forward to meeting with you to further discuss your support options.

Sincerely,

Dave Marlatt
VistaNet Inc.



I. VistaNet Inc Response to Network Support / Maintenance RFP

Primary Contact: Dave Marlatt / VCIO / Consultant

Quality Assurance & Quality Control: VistaNet will provide an Onboarding Checklist to track the progress of the Support Agreement. This includes all phases from the Kick Off Meeting to documenting your Network Environment, developing a Technology Plan and reviewing the Subscription & Support options.

Injury and Illness Prevention Plan (IIPP): VistaNet Inc. has a company IIPP Plan that will be used as a guideline for VistaNet employees working on premise at Paradise Irrigation District. It is a requirement that all VistaNet employees follow and adhere to the items outlined in this program, which sets minimum safety requirements for all customer locations/departments.

Subtractors: None

Similar Projects: VistaNet has extensive experience working with other Water Districts with similar projects in Northern California. We will be glad to provide references upon the award of the bid. VistaNet is currently under active Non-Disclosure Agreements with these customers and will need to get their approval.

Prices Quoted: VistaNet's goal is to provide IT Services in the most cost-effective manner. The Technology Industry is shifting from a monthly Flat Fee per Workstation/Server to a Subscription & Consumption Model so you only "Pay for what you Consume". Attached below is Block of Support Time and a list of Subscriptions for your review.

Bid Submitted by:

VistaNet Inc.

669 Palmetto Ave Suite E

Chico CA 95926

Contact: David Marlatt

David Marlatt 7/20/2021

If you have an additional questions please contact Dave Marlatt at VistaNet.

dmarlatt@vistanetinc.com 530.891.8555

Managed Services Subscriptions: (A la Carte)

- ☐ Dedicated Account Team
- ☐ Ticket Management / Customer Portal / Help Desk
- ☐ 24 x 7 Network Monitoring & Alerting
- ☐ Server, Network, Workstations & Mobile Device Support
- ☐ Core Network Infrastructure Services and Security
- ☐ E-Mail Spam & Virus Filtering, Archive, Encryption (Cloud Based)
- ☐ Anti-Virus Software
- ☐ Software Patch Management for Microsoft Desktop OS
- ☐ Scheduled On-Site or Remote Support
- ☐ Server Data Back-Up (On Premise & Cloud Off-Site)
- ☐ Web Page Hosting
- ☐ Web Content Filtering
- ☐ Mobile Device Management (MDM)
- ☐ Premise & Hosted Phone Systems & UC
- ☐ Premise & Hosted E-Mail Servers
- ☐ High Speed Fiber Internet (Up to 10GB)
- ☐ SD-WAN (Software Defined – WAN)
- ☐ File Sync (Cloud)
- ☐ IT as a Service ITaaS (blocks of support time 10hr 25hr 50hr)
- ☐ Virtual CIO for Strategic Planning & Alignment



TECHNICAL SUPPORT AGREEMENT

Summary of Contract Provisions

This Support Agreement is made as of the 1st day of September 2021, by Vista Net Inc. (herein referred to as seller) & Paradise Irrigation District (herein referred to as customer).

Vista Net agrees to provide support services listed below in accordance with the conditions set forth in this agreement. This agreement does not include the costs for any hardware replacement (parts). This agreement is to provide labor hours only. The level of service provided by Vista Net will be limited to those services that are marked in the following paragraph.

Level of Service(s):

1. ☒ On-Site Support
2. ☒ Remote Diagnostic
3. ☒ Technical Phone Support
4. ☒ In Store Service

(Response times based on Normal business hours 8:00 a.m. - 5:00 p.m. Monday thru Friday. Normal Hours Billing rate \$120.00 per hour. Billing rate after Normal business hours M-F \$180.00 and \$240.00 per hour for weekend or holidays. Travel time is not included and is billed @ \$60 per hour)

Billing Terms:

1. ☒ Paid in full on the effective date for Block of Time
2. ☐ Billed on an hourly basis

*Customer is responsible for maintaining current back-ups and archive copies of software and data files.

*Seller is not responsible for lost, damaged, or modified software or data files.

*This agreement is only for labor services listed below or other related services which Vista Net has the resources to provide. This agreement does not cover any hardware replacement (parts). Customer is responsible for the cost of any replacement parts.

SECTION #1

SUPPORT SERVICES PROVIDED:

Network Consulting & Design	Network Managed Services	VMware 6.x - 7.X
Installation & System Integration	Network Upgrades & Enhancements	Windows 2016 / 2019 Server
Preventative Maintenance	Network Analysis & Troubleshooting	Windows 7 & 10
Installation of new hardware/software	ShoreTel/Mitel VoIP	Exchange Server 2016 / 2019
Product & Software Research	Network Disaster & Planning	Routers / Switches / Wireless

Billing Terms: (70) Hour Block of Time \$7700.00 Discounted Billing Rate \$110.00 per hour
M-F 8:00am-5:00pm Contract expires on expiration date or when all service hours have been provided to customer.

Effective Date: 9/1/2021

Expiration Date: 8/31/2022

VistaNet Acceptance:

System Administrator: Mickey Rich

Customer Acceptance:

x _____

x _____

Date _____

Date _____



Paradise Irrigation District
Request for Quote
August 10, 2021

By: Jeanette Joseph
CEO
(916) 303-7222

Ivan MacNamara
Technical Services Director
(916) 303-7205



August 10, 2021

Ms. Mickey Rich
Assistant District Manager
Paradise Irrigation District
6332 Clark Road
Paradise, CA 95969

Re: Request for Quote

Dear Mickey,

Thank you for the opportunity to participate in your Request for Quote (RFQ) for Network Maintenance and Support. We are excited about the opportunity to work with Paradise Irrigation District. Since 1994 J4 Systems has been providing business technology solutions for companies in Northern California and we have an excellent reputation as being a solid partner for our clients. Based upon our previous conversations and the description of services needed in the RFQ, we believe that we would be an excellent I.T. partner for you.

In the attached response you will find the resumes of our technical team and references from a few of our clients. We have also attempted to answer the questions that are referenced in your RFQ. Please do not hesitate to call me with any questions about our answers or our services.

Sincerely,

Jeanette Joseph

Jeanette Joseph
CEO

3.2.1 – Resumes and Quote

Our quote and resumes are on the following pages.

3.2.2 Similar Engagements and Other Agencies

Below please find our references:

S&G Carpet & More

Fernando Jacobo
2206 Plaza Drive, Suite 400
Rocklin, CA 95765

(916) 801-4425

Fernando.jacobo@Sgcarpet.com

S&G Carpet & More has been a client of ours for approximately eight years. They are a full managed services customer for their nine locations throughout Northern California. In addition to overseeing and maintaining their infrastructure we have also performed various projects for them. A few examples of the projects include an Office 365 SharePoint Deployment, Infrastructure Migration and Skype for Business Phone System implementation.

Key staff: Ivan MacNamara, Help Desk Staff, Staci Green, Taber Keith, John Joseph, Jesse Davila

Placer County Superior Court

Greg Harding
10820 Justice Center Dr.
Roseville, CA 95678

(916) 408-6155

Gharding@placer.courts.ca.gov

J4 Systems has worked with Placer County Superior Court for approximately 10 years on a project basis. An example of the projects performed for them include Azure SharePoint, Microsoft Office 365 migration, DNS & Website migration and more.

Key staff: Ivan MacNamara, Taber Keith, John Joseph

Antonini Enterprises

Andy Wuellner
507 Cardinal Avenue
Stockton, CA 95215

(209) 444-2040

ajwuellner@antoniniusa.com

Antonini Enterprises is a large trucking company and is a Platinum managed services client. We have worked with them since 2011 and performed many projects for them during our association. A few of the projects include server replacements, VMWare implementation, Citrix upgrades, Security upgrades and more.

Key Staff: Ivan MacNamara, Help Desk Staff, Staci Green, Taber Keith, Scott Fraser

Town of Truckee

Chris Ring
10183 Truckee Airport Rd.
Truckee, CA 96161

(530) 414-5050

Cring@townoftruckee.com

The Town of Truckee has been a client of ours since 2011 and we have assisted on many troubleshooting issues including networking/security, email, switch replacements and more. An example of a project completed for them includes an upgrade of their Microsoft Exchange infrastructure from Exchange 2010 to Exchange 2016 as well as many other projects over the years.

Key Staff: Ivan MacNamara, Staci Green, John Joseph, Taber Keith, Scott Fraser

ECORP Consulting (Environmental Engineering)

Anthony Militar
2525 Warren Dr.
Rocklin, CA 95677

(916) 708-1222

amilitar@ecorpconsulting.com

J4 Systems was hired by ECORP Consulting, Inc., in 2011. Examples of the projects completed for this client include Server upgrades, Hosted ADFS Server, SharePoint, a Citrix implementation and more. Additionally, ECORP is also a Gold managed services client which includes performing monitoring, backup review and patch management of servers.

Key Staff: Ivan MacNamara, Taber Keith, Jesse Davila

3.2.3 Specific Approach

Our approach to onboarding new managed services accounts first includes an assessment of the client's infrastructure. This includes review of backups, servers, switches, routers, and desktops/laptops. We also review applications that are running to ensure that they are currently patched and are supported versions by the manufacturer. We then meet with our client to discuss our findings and make any recommendations necessary to move forward with onboarding managed services. If there are recommendations, we will provide a detailed proposal with what is needed to stabilize the infrastructure. Once the assessment and any needed work is complete, we meet with our client again to begin onboarding. This includes training end users on how to reach our help desk via email, telephone, or portal, and how to contact key J4 Systems personnel for any emergency situations. We then deploy monitoring equipment and begin configuring all needed monitoring and support configurations.

We request weekly meetings with our contact within your organization for the first couple of months to make sure that we are meeting the needs of your user community and to receive feedback from you. Additionally, after each ticket is closed the user will receive a survey which they hopefully will complete. We share the survey answers with our team so that we can continually improve our services for our customers.

Our Service Level Agreements (SLA's) are as follows:

The following table shows the targets of response for each priority level:

Trouble	Priority	Response Time (in hours) *
Service not available (all users and functions unavailable).	1	Within 1 hour
Significant degradation of service (large number of users or business critical functions affected)	2	Within 4 hours*
Limited degradation of service (limited number of users or functions affected, business process can continue).	3	Within 24 hours*
Small service degradation (business process can continue, one user affected).	4	Within 48 hours*

“After-Hours On-Call Emergency Phone Coverage” Response Times

Trouble	Priority	Response Time (in hours) *
Emergency Phone Coverage support initial call back	On-call	Within 2 hours*
Emergency Phone Coverage support service response	On-call	Within 4 hours*

***Note:** If client has an emergency such as one user experiencing a critical service issue and needs immediate assistance, recommend calling into the Network Operating Center “NOC” or the after-hour telephone number provided rather than opening a ticket via email. This will insure immediate assistance as needed.

We understand that every company has unique needs, and we are open to discussing how we can customize them to meet your requirements.

3.2.4 Cost of Service

We have read and understand this section.

We believe that 95-99% of our services can be performed remotely. However, there may be times that we need to travel to your location. We calculate that it will be approximately 1 ½ hours each way to your facilities. In order to expedite resolution of issues, we may have end users, or a local hands-on person provide minimal assistance to try to resolve issues remotely. Onsite support by a J4 Systems technician will be provided as required.

For adds/moves/changes, that are outside of the agreement, we allow for one hour round trip travel credit. You would be charged for any time outside of the one-hour trip allowance for travel. We do not charge mileage.

If we need to stay overnight, we will receive pre-approval from you for reimbursement of hotel costs, per diem (\$50/day), etc. We do think this would be extremely rare.

We understand that additional services would be a supplement to this contract and treated as an addendum. We also agree that our rates will remain at the same level for the term of the contract.

3.2.5 Schedule of fees

Please see the following page for our Rate Sheet.

3.2.6 Insurance Coverages

J4 Systems can provide all insurance requirements needed including Workers Compensation, Errors and Omissions, General Liability, Automobile, and more.

Section 4 – Evaluation Procedures

We have read and understand that Paradise Irrigation District's process for selection for their new managed services provider will include experience, quality and experience of personnel, our approach to your needs, client references and cost.



3.2.1 - Quote

J4 Systems TotalCare™ Estimated Pricing

For
Paradise Irrigation District

8/10/2021

Platinum

Quantity

**Flat-Rate
Unlimited**

Physical Servers	1	
Virtual Servers	6	
Physical Stateless Servers	1	
Virtual Stateless Servers	6	
Users	39	
Workstations	50	
Thin Clients	0	
Subnets/Locations	3	
Special Application Patching	0	
Line of Business Applications	3	
TotalCare Monthly Total		\$5,325

TotalCare™ IT Assessment		\$0
TotalCare™ IT Stabilization project		TBD after Assessment
TotalCare™ Start-up Fee (Gather support information, deploy onsite management server, configure monitoring, end-user orientation)		\$0

TotalCare™ Managed Services

Services included, but not limited to:

- Unlimited helpdesk remote support and onsite support as required
- Unlimited server and network support
- Daily backup reviews and Microsoft security patching as needed
- On-call after hours 24x7 helpdesk and network support

Please note:

Based upon the number of users the server count seems to be on the high side. During the assessment phase we will determine if server consolidation makes sense, which could reduce your monthly TotalCare fee.



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: August 18, 2021
TO: PID Board of Directors
FROM: Mickey Rich, Assistant District Manager
RE: Request: Investment Advisor Services

Is this a budgeted item? No

Recommendation:

The Board will consider entering into an agreement for an Investment Advisor.

Investment Advisor Services

Additional information will be available upon final evaluation of proposals.

The recommended form of motion would be:

" ... "

PARADISE IRRIGATION DISTRICT

CALIFORNIA

REQUEST FOR PROPOSALS FOR
INVESTMENT ADVISORY SERVICES

JUNE 2021



COVER LETTER



JASON CLICK, CFP®
PRESIDENT

614.760.2120

jclick@meederinvestment.com

To the Paradise Irrigation District,

We are pleased to submit our proposal for Investment Advisory Services to the Paradise Irrigation District. With over 30 years of experience managing the investment portfolios of public entities across the country on a fiduciary basis and the continued dedication to use our resources to provide exemplary service to our clients, Meeder is uniquely positioned to help the PID reestablish a financial foundation on which the District can thrive going into the future. We currently manage the investment portfolios for more than 300 public entity clients across the country, including the PG&E settlement funds for the Town of Paradise, and are committed to executing all items outlined in the Scope of Services.

At Meeder we pride ourselves on living up to a simple mantra that we want all of our clients to experience throughout our relationship: With you. For you.

- » We consider ourselves to be an extension of your staff, and we want you to feel that way as well.
- » We will be your investment experts, remaining focused on maximizing your investment capabilities, including the day-to-day administration of your current portfolio along with developing a long-term plan for the investment of the expected PG&E settlement funds.
- » We want to be your trusted partner, providing for operational efficiency and information flow on the portfolio, the markets, compliance, and changes to law.

Jim McCourt, CFA, will be the primary contact person for PID during this engagement. He currently serves in the same role for the Town of Paradise and has developed an outstanding working relationship with the Town Manager and Town Treasurer that should prove extremely valuable as PID moves toward implementing a long-range plan for the settlement funds. Jim has been intimately involved in developing investment strategies and managing the portfolios of many of our high-profile public entity clients since 2008.

We look forward to your review of our credentials and hope to develop a long-term relationship with PID, where we are confident we could add significant value to the District's investment program.

Respectfully,

A handwritten signature in black ink, appearing to read 'J. Click'.

JASON CLICK, CFP®
PRESIDENT

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FIRM BACKGROUND AND ORGANIZATION



FIRM BACKGROUND AND ORGANIZATION



Describe the organization, date founded, and ownership of your firm. Has your firm experienced a material change in organizational structure, ownership or management during the past three years and, if so, please describe.

Meeder Public Funds, Inc. ("Meeder or MPF") is an SEC registered investment adviser whose sole focus is providing investment advisory and consulting services to state and local governments. The firm is privately held and was formed in 1990. Since its inception, MPF has always specialized in the management of public funds.

Meeder Investment Management and its affiliates employ over 100 associates and have offices in Dublin, Ohio, Long Beach, California, Austin, Texas, and Lansing, Michigan. There has been no material change in organizational structure, ownership or management during the past three years.

In 2018, Meeder acquired United American Capital Corporation ("UACC"). UACC was also a registered investment adviser specializing in the investment of public funds, with a history of working with public entities in California dating back to 1995. This merger was significant in further strengthening MPF's resources and relationships regarding the management of public funds across the country.

In 2021, Meeder acquired Patterson & Associates, another registered investment adviser also exclusively specializing in the management of public entity investment portfolios. This merger has also significantly enhanced MPF's geographic presence around the country.

FIRM BACKGROUND AND ORGANIZATION



Describe any other business affiliations. Describe your firm's policy on soft dollars.

Meeder Investment Management ("Meeder") offers a complete range of fixed income, cash management, and equity investment strategies and solutions through three SEC registered investment advisers that are wholly-owned subsidiaries: Meeder Public Funds, Inc ("MPF"), Meeder Asset Management, Inc. ("MAM"), and Meeder Advisory Services, Inc. ("MAS").

MPF is dedicated solely to providing investment advisory services to cities, counties, schools, special districts, and other state and local governments, as well as local government investment pools. This will be the entity serving the Paradise Irrigation District. MPF acts as an SEC registered investment advisor and derives 100% of its revenue from direct fees from its clients. Therefore, it does not act as a broker or primary dealer in security transactions. MPF does not engage in directed brokerage or soft dollar arrangements, including markups or markdowns in order to obtain research or any other product or service from any broker-dealer. MPF does not receive any additional compensation other than the direct fee paid by clients.

Describe the firms' sources of revenue, categorized by retail and institutional accounts.

100% of Meeder Public Funds' revenue is derived from investment advisory fees for institutional accounts.

Is your firm a registered investment advisor under the Investment Advisor's Act of 1940 as amended?

Yes, Meeder Public Funds is a Registered Investment Advisor under the Investment Advisor's Act of 1940 as amended.

EXPERIENCE

 **MEEDER**
INVESTMENT MANAGEMENT

EXPERIENCE

Describe any SEC, FINRA, or regulatory censure or litigation involving your firm or its employees within the past three years.

There has been no SEC or regulatory censure or litigation within the past three (3) years involving institutional business that Meeder conducts with governmental or private investors, or any other litigation involving any individuals at Meeder for the past three (3) years.

Did you, or will you, pay a finder's fee to any third party for business related to this account? Specify the recipients of any fee.

There will be no finder's fee paid to any third party for business related to this account.

Outline the errors and omissions (professional liability) and fidelity bond coverage your firm carries. Provide a valid, current Certificate of Insurance.

Meeder carries errors and omissions insurance in the amount of \$7,500,000. Meeder also maintains a fidelity bond in the amount of \$10,000,000. A copy of the Certificate of Insurance is provided in the Appendix.

Identify the types of accounts primarily sought by your firm.

Meeder Public Funds exclusively manages and seeks out the investments of public entities across the country, including both operating funds and bond proceeds. In addition to managing over \$16 billion in public entity separately managed accounts, Meeder also serves as the advisor to multiple local government investment pools.

EXPERIENCE

Describe your firm's experience in managing fixed income portfolios for public funds and governmental entities.

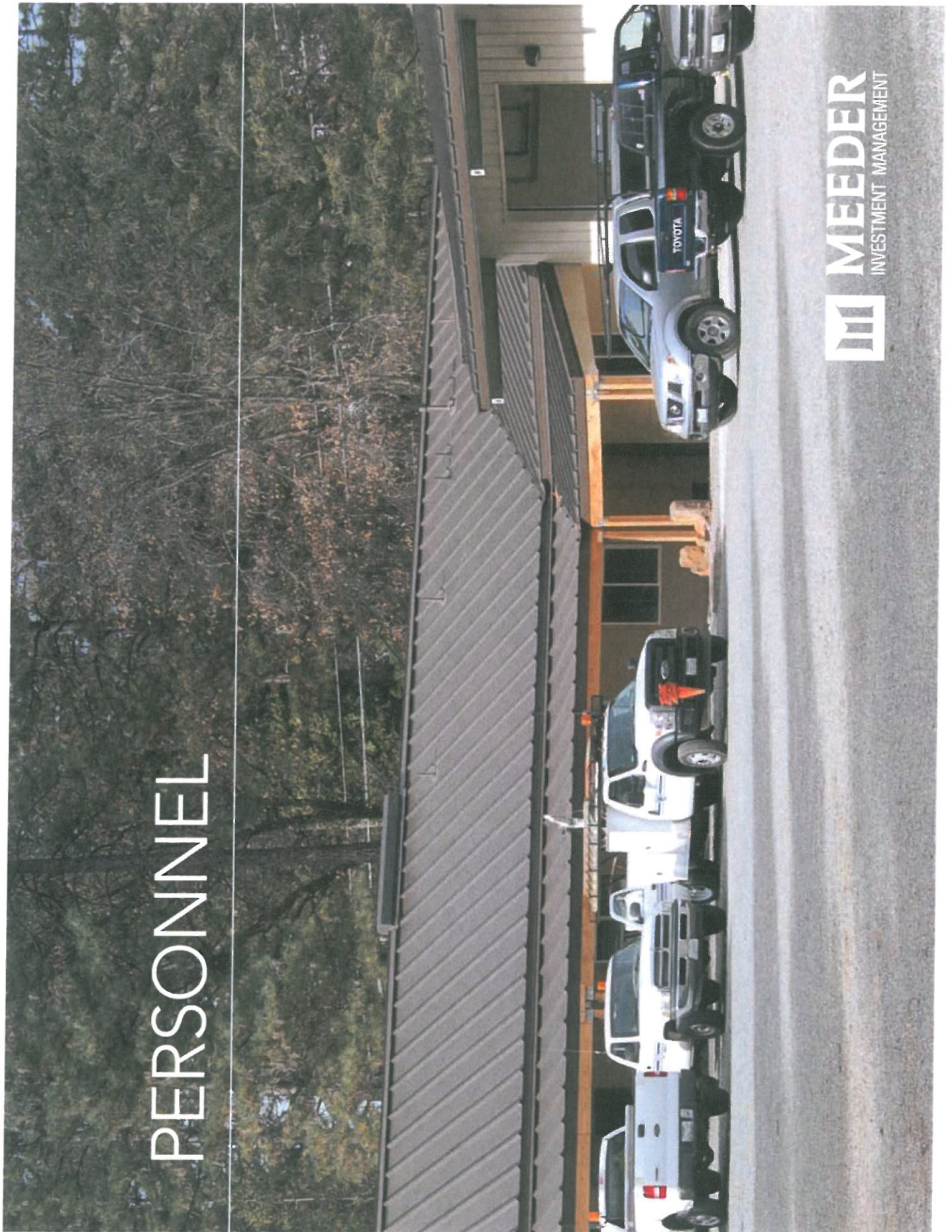
Meeder Public Funds has earned the trust of state and local governments for over 30 years with a steadfast focus on client goals and a consistent approach to managing client assets. We practice a consistent, highly quantitative strategy for the fixed income portfolios of public entities. Through detailed cash flow analysis, we help our clients construct a custom portfolio to meet the unique needs of their entity. These portfolios reflect our emphasis on safety and liquidity while attempting to maximize interest income.

MPF understands the complexities that public entities face when it comes to creating the optimal investment program and we believe that our decades of experience in public funds investment management makes us the optimal partner for the District. And as an SEC registered investment adviser, we will manage the District's investment portfolio in a fiduciary capacity—meaning we are required to act in YOUR best interests.

With decades of experience investing in the fixed income markets, we have been through several interest rate cycles and understand the possible effects those shifts can have on portfolios. We pride ourselves on our ability to navigate the ever-changing markets.

We are also very familiar with the requirements of California Government Code Section 53601. In November 2018, Meeder acquired United American Capital Corporation ("UACC"). UACC was also a registered investment adviser specializing in the investment of public funds, with a history of working with public entities in California dating back to 1995. This merger was significant in further strengthening MPF's resources and relationships regarding the management of public funds across the country. Within the past year, we have also been hired to serve as the investment adviser to several other public entities in California.

PERSONNEL



 **MEEDER**
INVESTMENT MANAGEMENT

PERSONNEL

What is your firm's experience in developing policies and portfolio management guidelines for government portfolios?

Meeder has extensive experience drafting and revising investment policies and portfolio management guidelines for many of our public entity clients. Creating and/or reviewing investment policies is one of the first steps we take with all clients. We encourage a clear and concise investment policy that provides adequate guidance and control without undue administrative burden. At least annually, we will review the Investment Policy of the District and recommend any changes.

We have worked with clients to develop policies based on the GFOA model investment policy, the APT model investment policy and client-specific ordinances or charters. In addition, as changes occur in state statute, MPF works with every one of our clients to make sure investment policies are updated and the public finance official and/or other stakeholders are educated on the upcoming changes.

Does your firm receive any other form of additional compensation (including soft dollars) for the client transactions aside from the direct fee paid by clients?

MPF acts only as a SEC registered investment adviser and only collects direct fees from its clients. The firm does not act as a broker or primary dealer in securities transactions. MPF does not receive any additional compensation other than the direct fee paid by clients.

Provide the number and types of accounts, total asset value, and composition of portfolios currently being managed by your firm.

Our client base is entirely made up of various public entities around the country. As of 12/31/2020, we managed the investments of 335 public entity clients totaling \$16,236,380,559. These accounts were comprised entirely of eligible assets classes as defined by California Government Code Section 53601, such as Treasuries, Agencies, Corporate notes and Commercial Paper, Municipals, and Negotiable Certificates of Deposit.

PERSONNEL



Identify and provide background information on the key person or personnel who take the most active role(s) in the administration and management of the firm.

Jason Click and Jason Headings are responsible for the administration and management of MPF.



JASON CLICK, CFP®

JASON CLICK, CFP®

PRESIDENT, PUBLIC FUNDS

- » The Ohio State University, BS Business Administration/Finance
- » Over 20 years of investment management experience
- » Joined Meeder in 2009

Jason is a member of the firm's Executive Management Team, where he is responsible for the management and strategic direction of the Public Funds and Wealth Management businesses. In addition to departmental oversight, he is directly involved in the client management of many of the firm's high-profile clients.

Jason has served in various management roles within the investment industry throughout his career and he is a frequent speaker at various industry conferences, as well as a published industry contributor.



JASON HEADINGS, CMT

JASON HEADINGS, CMT

SR. VICE PRESIDENT, DIRECTOR OF FIXED INCOME

- » Miami University, BS Finance, BS Marketing
- » Over 14 years of investment management experience
- » Joined Meeder in 2006

In addition to his duties as Director of Fixed Income and Sr. Vice President, Jason serves as Project Manager for select high-profile clients. Jason serves as a member of both the Investment and Credit Committees and is responsible for the investment strategy of all fixed income portfolios at Meeder. Jason and his team will work directly with the District on processes and strategy to ensure that the portfolio is invested properly and all processes are running efficiently.

PERSONNEL



Identify the investment professionals (portfolio managers, analysts, and researchers) employed by your firm, by classification, and specify the average number of accounts handled by portfolio managers. Are there any established limits on accounts or assets under management?

CLASSIFICATION	# OF EMPLOYEES
PUBLIC FUNDS ADVISORS	5
PORTFOLIO MANAGERS	7
ASSISTANT PORTFOLIO MANAGERS	3
ANALYSTS	5

On average each public funds advisor handles 30–40 clients. All investment professionals work under a team philosophy, with advisors, portfolio managers, assistant portfolio managers, and analysts working together to monitor portfolios and strategies.

Provide resumes and biographical information on key investment professionals that will be directly involved in the decision-making process for the portfolio. Include the number of years at your firm, total years of experience, and professional licenses and designations. Include the number of accounts managed and any limits on this.

Jim McCourt, CFA, will serve as the primary day-to-day contact and portfolio manager for Paradise Irrigation District. He also currently serves in this capacity for the Town of Paradise. A team of investment professionals led by Jason Headings will support him to ensure the District is receiving the highest level of service. All investment strategy decisions are made at the committee level, as is the approval of all issuers that may be purchased within the portfolio. This ensures that no one individual can make their own qualitative decision on the direction of the portfolio. District staff will have access to all members of the team to ensure prompt, knowledgeable responses to questions or needs that may arise. All portfolios are managed as a team, so specific limitations do not apply.

PERSONNEL

ASSETS UNDER MANAGEMENT

Summarize your institutional investment assets under management by category as shown below for your latest reporting period:

AS OF 12/31/2020	GOVERNMENTAL	NON-GOVERNMENTAL
Operating/Bond Funds	\$16,236,380,559	\$0
Pension Funds	\$0	\$0
Foundations/Endowments	\$0	\$0
Equity Funds	\$0	\$0
Total	\$16,236,380,559	\$0

Summarize your assets under management (institutional only) over the past five years and average assets per client.

YEAR	ASSETS UNDER MANAGEMENT	NUMBER OF ACCOUNTS	AVERAGE ACCOUNT SIZE
2020	16,236,380,559	335	48,446,808
2019	14,672,155,730	317	46,284,403
2018	13,145,369,544	306	43,099,572
2017	4,194,119,095	159	26,378,107
2016	2,932,744,305	169	17,353,694

PERSONNEL



CITY OF GARDEN GROVE, CA

11222 ACACIA PARKWAY, GARDEN GROVE, CA 92840

Contact: Patricia Song, Director of Finance

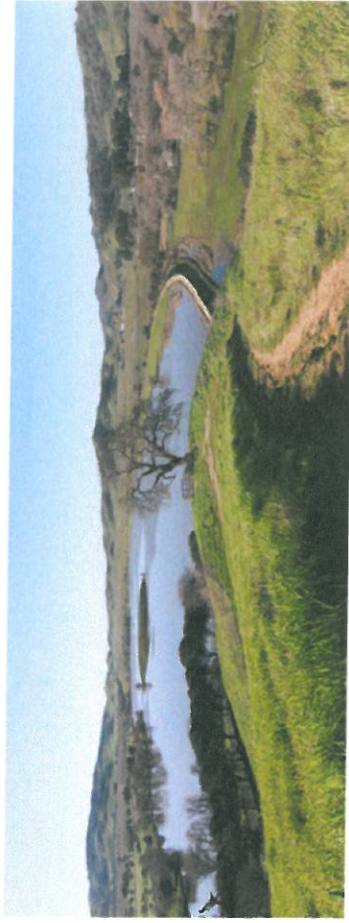
Phone Number: 714.741.5062

Email: psong@ggcity.org

Client since 2020

Description of Services: Discretionary Management of Operating Funds.

The City worked with other providers before engaging Meeder in 2020. Since the transition, Meeder has worked with the client to right size their portfolio by reviewing historical cash flows. This has led to the City investing additional funds into the market to take advantage of other market rates.



CITY OF VACAVILLE, CA

650 MERCHANT STREET, VACAVILLE, CA 95688

Contact: Ken Matsumiya, Finance Manager

Phone Number: 707.449.5180

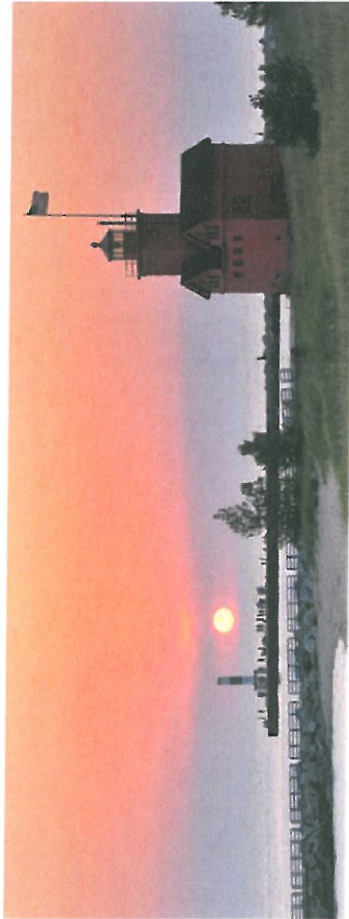
Email: ken.matsumiya@cityofvacaville.com

Client since 2020

Description of Services: Discretionary Management of Operating Funds

The City engaged Meeder in 2020 to provide discretionary management after managing its investment program in house. Since the inception of the City's investment program, monthly reviews are had with the City to discuss portfolio positioning and market rates across permissible asset classes. Customized reporting is provided to the City as well to capture portfolio positioning.

PERSONNEL



HOLLAND BOARD OF PUBLIC WORKS

625 HASTINGS AVE, HOLLAND, MI 49423

Contact: Chuck Warren, CFO

Phone Number: 616.355.1500

Email: cwarren@hollandbpw.com

Client since 2019

Description of Services: Discretionary Management of Operating Funds

Prior to working with Meeder, Holland BPW worked internally with three brokers and managed their portfolio on their own. During the initial conversation with the BPW, we were able to determine that an overall investment structure was not in place. In addition, the portfolio did not utilize all permissible investments under state statute. As a result, the portfolio limited its upside earnings potential. Best price execution on the securities was also an area found for improvement. Meeder reviewed the previous purchases made and determined markups on many of the transactions. After careful review from the BPW, Meeder Public Funds was selected as their new investment advisor in late 2018. Once hired, Meeder worked with the BPW to streamline the investment approach and develop a strategic investment strategy geared towards their specific needs.

PERSONNEL

How many accounts have you gained in the last 12 months? How many accounts have been lost in the last 12 months and why?

MPF continued on its vigorous growth and geographical expansion of its client base, adding 21 clients over the last year. We had four public entity clients discontinue services within the last year. In one case, the Assistant Treasurer was hired with experience managing a portfolio himself, and the District made the portfolio management part of his responsibilities, moving the management of the portfolio in-house. In another, a new Treasurer was hired and decided to manage the portfolio in-house. In the last two, a new Treasurer was hired who elected to use an Investment Advisor who had worked with him at his previous District.



INVESTMENT MANAGEMENT APPROACH AND DISCIPLINE



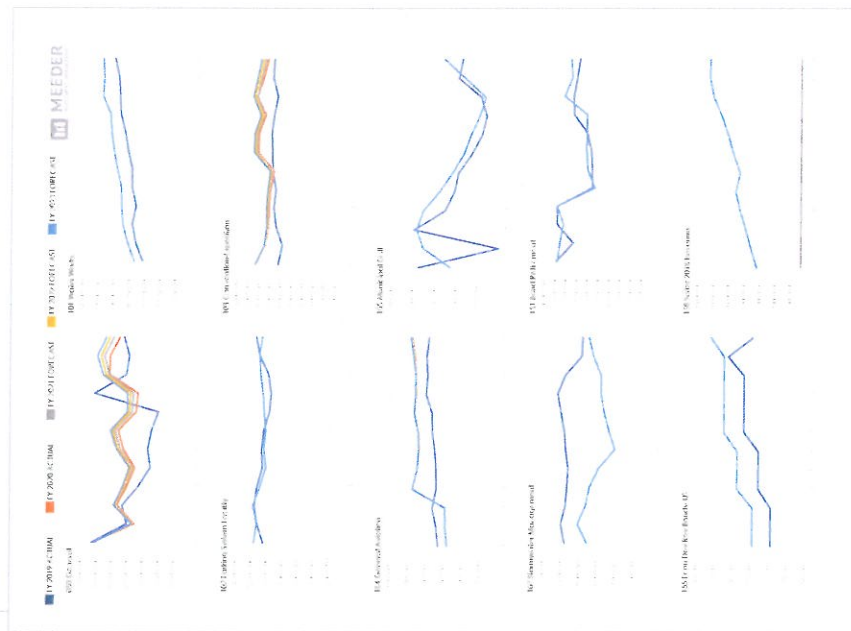
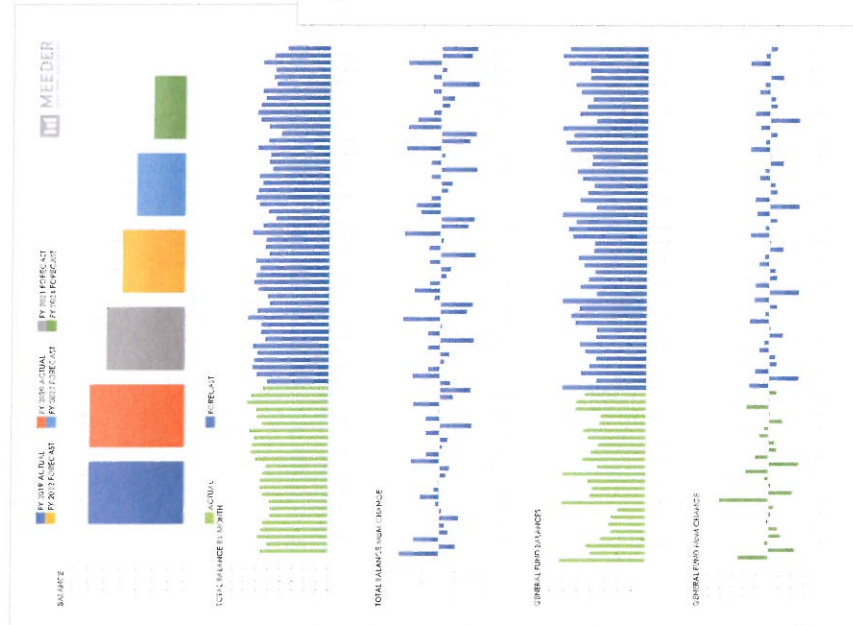
INVESTMENT MANAGEMENT APPROACH AND DISCIPLINE

Briefly describe your firm's investment management philosophy, including your approach to managing governmental portfolios.

MANAGING OPERATING FUNDS:

Our investment approach looks at the entire financial picture of an entity and the confluence of multiple portfolios. We will not only help you determine how to invest your portfolio, but how much should be invested, how long should you be investing, and if your bank/pool rates are competitive. We call this process "right sizing" your core investment portfolio. It is common to see excess cash sitting idle because of the uncertainty surrounding revenues and expenses. This process minimizes idle and low yielding funds.

With proper cash flow analysis and planning, along with prudently structuring a consistent maturity schedule, we can help our clients efficiently manage cash and attain proper positions for ongoing, long-term benefit. Our cash flow modeling and forecasting tool will break down historical low points on cash and help to determine a baseline cash policy for the District. Over time, the amount invested in cash versus longer-term investments increases or decreases as the fiscal outlook changes. Ongoing communication with the District's cash manager will ensure PID has enough



INVESTMENT MANAGEMENT APPROACH AND DISCIPLINE



liquidity on hand without being excessively liquid. By monitoring the seasonal trends of cash and investment balances along with daily cash inflows and outflows, we will seek to maximize the amount of funds that can be invested into the portfolio. With a regular flow of maturities in the portfolio serving as backup liquidity for known liabilities, we will keep the portfolio fully invested to maximize income without sacrificing available liquidity to the District. Maintaining a flexible long-term investment strategy has historically provided the most return compared to cash alternatives.

How frequently do you formulate and review fixed income strategy? How is that carried out and who is involved?

We have a highly experienced in-house trading desk and an in-house credit team. The Meeder investment team includes professionals with 7 Chartered Financial Analysts (CFA), 3 Chartered Market Technicians (CMT), 1 Chartered Alternative Investment Analysts (CAIA), and 2 Certified Treasury Professionals. In order to ensure the best price/execution on all trades, we trade with a list of local and nationally recognized broker/dealers. We pride ourselves on our ability to use this extensive network to find the best securities and pricing for our clients. Each transaction is documented and ticketed directly to the client for reconciliation. Meeder is also committed to providing opportunities to execute trades, subject to best execution, with minority owned, woman owned, and disabled veteran owned broker/dealer firms.

All portfolios begin with MPF's 'core' strategy, based on Meeder's current outlook and analysis of the marketplace. They are then adjusted on a client by client basis, depending on the client's individual needs, risk tolerances, investment policy, or other restrictions or requests made by the client. Formal investment policy and strategy meetings are held weekly; however, there are also regular discussions with respect to day-to-day developments in the marketplace. We review adjustments to the current portfolio targets and holdings daily. Our decision to buy or sell a

security is driven primarily off the target maturity distribution for a client. This takes into consideration the client's cash flow needs, combined with the current economic state and likely future path of interest rates. From there, we analyze all available asset classes to determine which asset class is providing the most value at that point.

We recognize the need to generate cash-basis income and do so through effective duration management. Typically, we purchase securities intending to hold to maturity, but engage in active management strategies when we identify opportunities to re-balance and generate additional return on the portfolio. Meeder has also established two internal committees to assist in making prudent investment decisions within the confines of a sound investment strategy.

- ▶ **Credit Committee** Meeder established a Credit Committee to carry out the evaluation of credit risks in connection with investments in separately managed accounts (SMAs), Meeder Money Market Funds, and local government investment pools.
- ▶ **Investment Committee** Meeder established an Investment Committee to ensure the prudent and effective investment oversight of client portfolios and to formulate a process which monitors the investment process, strategy implementation, asset allocation decision making, and risk management practices for each portfolio. The committee membership includes staff across multiple asset classes and investment disciplines.

INVESTMENT MANAGEMENT APPROACH AND DISCIPLINE



What are the primary strategies for adding value to portfolios (e.g., market timing, credit research, trading)?

The markets change and your investment strategy should too.
We recognize the need to generate cash-basis income and add value through the following strategies:

ASSET ALLOCATION

We continuously monitor the merits of all permissible investments under the state statute and the District's investment policy. Depending on economic conditions, the shape of the yield curve and relative spreads, one asset class may provide greater value over another. Our investment team will strategically shift allocations among the various asset classes in order to capitalize on these market opportunities. Our issuer specific research provides additional levels of due diligence, keeping clients invested in only the highest quality issuers, not simply relying on ratings criteria to dictate the issuers we invest in.

EXTENSIVE DEALER NETWORK

In order to ensure the best price/ execution on all trades, we trade with a list of local and nationally recognized broker-dealers. With access to over 20 primary and 100 regional broker-dealers, we pride ourselves on our ability to use this extensive network to find the best securities and pricing for our clients. Each transaction is documented and ticketed directly to the client for reconciliation.

DURATION MANAGEMENT

Our managed portfolios are constructed and positioned to enhance performance through duration management as deemed appropriate for the anticipated interest rate environment. We use proprietary models designed to forecast the direction of intermediate-term interest rates. Depending on the outlook for interest rates, we will alter the structure of securities used within the portfolio, increasing or decreasing optionality. Typically, we purchase securities intending to hold to maturity, but engage in active management strategies when we identify opportunities to re-balance.

INVESTMENT MANAGEMENT APPROACH AND DISCIPLINE

How are portfolios managed (e.g. by team, individual manager)? What is the back-up when the manager is away?

The philosophy of portfolio management at Meeder Public Funds starts with a team-oriented process, whereby, the investment team meets regularly to evaluate, review, analyze, and discuss factors driving our market expectations, which serve as the basis for our longer-term outlook for each investment portfolio. Active portfolio management is a daily effort that begins with input from our Director of Fixed Income, Portfolio Managers, and Credit Analysts each morning as we discuss market dynamics (credit events, economic releases, bond auctions, global market news) which creates an opportunity for portfolio managers and traders to capitalize on short-term tactical opportunities in the marketplace.

With the overall Investment Strategy built from the regular Investment Team meetings, a Portfolio Manager assigned to each client completes the implementation. With the Portfolio Managers armed with the investment tools developed from a committee, they're best positioned to tailor the implementation to each client's unique goals, objectives, and risks. One of the unique approaches Meeder takes, our team of Portfolio Managers also trade the portfolios, enabling clients to benefit from better execution as Portfolio Managers can quickly capitalize on market opportunities instead of losing out because of delays in communication from separated teams. To ensure the best-in-class client outcomes continue while the primary Portfolio Manager is away, part of the portfolio management responsibilities is to maintain rigorous notes regarding client objectives, constraints, cash flows within our industry leading portfolio management system. The combination of having these parameters set up within the system, as well as working closely with another portfolio manager on the account, ensures continuity for all of our clients should the primary Portfolio Manager need to be out of the office.

INVESTMENT MANAGEMENT APPROACH AND DISCIPLINE



What oversight is provided to portfolio managers?

Oversight of portfolio managers is provided by the Director of Fixed Income, as well as the Meeder Best Execution Committee. Meeder has established two internal committees to assist in the process of making prudent investment decisions within the confines of a sound investment strategy.

» **Credit Committee**—Meeder established a Credit Committee to carry out the evaluation of credit risks in connection with investments in separately managed accounts (SMAs), Meeder Money Market Funds, and is also utilized by the State of Ohio's investment office.

» **Investment Committee**—Meeder established an Investment Committee to ensure the prudent and effective investment oversight of client portfolios and to formulate a process which monitors the investment process, strategy implementation, asset allocation decision making, and risk management practices for each portfolio. The committee membership includes staff across multiple asset classes and investment disciplines.

In order to expand our capabilities and streamline our efforts in this regard, MPF has recently completed a two-year transition to the Charles River Investment Management Solution. This has been a significant investment of the firm's resources and we are extremely excited about this technology initiative and how it will increase the efficiency of our operations and add noticeable value to the services we deliver to our clients. The solution helps enable accurate and timely investment decision support and significantly enhances our ability to streamline operations, reduce risk, and improve reliability.

It will support the entire investment life-cycle on a single platform, from portfolio and risk management through trading and post-trade settlement, with integrated compliance management throughout. An Investment Book of Record (IBOR) provides real-time cash and position data and Charles River's Enterprise Data Management solution (EDM) helps us improve the accuracy, consistency and completeness of our analytics, pricing, and benchmark data.

INVESTMENT MANAGEMENT APPROACH AND DISCIPLINE

Describe your firm's in-house technical and research capabilities. Are outside sources used by the firm on a regular basis? Describe your credit review process.

MPF has an extremely deep and experienced in-house research team who are constantly working on research to improve all models, including those that drive the portfolio construction and duration targets for our public entity clients. Our investment team currently maintains extensive credit research for existing advisory clients and actively managed funds and portfolios. We have performed research internally since the inception of our proprietary money market fund in 1985 as well as to the State Treasurers office of Ohio since 2001. Due to the breadth and experience of the Meeder research team, we have been able to separate ourselves from other investment advisors serving public entities in two key areas:

- » **Issuer Specific Research:** We maintain approved corporate and commercial paper issuer lists for clients by utilizing an internal rating and objective credit research process. Our team currently maintains credit research on over 100 issuers.

- » **Interest Rate Modeling:** Meeder uses a quantitative approach to investment management. We implement two models for our clients:

1. The first model takes a variety of economic factors, interest rate and spread factors into consideration in order to determine proper maturity distribution across the portfolio.
2. The second model looks at the direction of intermediate term interest rates to help determine proper timing of purchases within the portfolio.

CREDIT ANALYSIS INCLUDES, BUT IS NOT LIMITED TO:

- » Evaluation of issuer's or guarantor's financial condition, including an examination of the issuer or guarantor's recent financial statements, including consideration of trends relating to cash flow, revenue, expenses, profitability, short-term and total debt service coverage, and leverage (including financial and operating leverage).
- » Evaluation of issuer's or guarantor's sources of liquidity, including consideration of bank lines of credit and alternative sources of liquidity.
- » Analysis of each issuer's or guarantor's ability to react to future market-wide and issuer- or guarantor-specific events, including the ability to repay debt in a highly adverse situation. This analysis should include changes to the yield curve or spreads, especially in a changing interest rate environment.
- » Assessment of the strength of the issuer's or guarantor's industry within the economy and relative to economic trends, and the issuer's or guarantor's competitive position within its industry, including consideration of diversification of sources of revenue.

What percentage of your research is conducted in-house? Describe your research capability.

100% of our research is completed in-house. The team currently maintains credit research on over 100 issuers. We maintain approved issuer lists for clients by utilizing an internal rating and objective credit research process. Issuer credit research includes company analysis (liquidity analysis, leverage analysis, management review, and operating efficiency analysis), peer group analysis, and industry analysis. New candidates who wish to be added to our approved issuers list must be deemed appropriate and qualified by our research team. The team completes an independent review to determine the issuer's credit and fundamental quality. The team makes recommendations on what issuers should be included or excluded from the approved issuer list. The Meeder Credit Committee then decides which issuers will be included in the list and eligible for purchase within client portfolios.

While the team performs their own independent research, they do have access to both Standard & Poor's and Moody's research, as well as data from Bloomberg, FactSet, and Barra. In addition, Meeder has access to a variety of other external economic research providers through our various business relationships. These resources are leveraged in creating the models used by the team in the portfolio design and implementation process.

What technical analysis (if any) do you use?

Meeder has multiple quantitative investment models that are used to aide in determining the positioning of portfolios. These models have short-term and long-term factors built into them to capture a variety of trends within the market. Factors include, but are not limited to, the use of moving average convergence/divergence indicators and relative strength indicators. This helps to identify when there is value to investing in asset classes such as commercial paper versus US Government agencies.

What role does interest-rate forecasting play in your portfolio management strategy?

Interest rate forecasting is a critical component in the development of the investment strategy. Duration management, based upon fundamental and technical economic data, has been a key factor in structuring our client portfolios during periods of both rising rate and declining rate environments. The investment process employs both a bottom-up, security analysis and selection (credit spreads, Structure – Callable, Bullet, Floating Rate valuations) and a top-down investment process beginning with economic and market analysis, evaluates interest rate trends and modify duration.

One thing that we do know for certain is that the economic landscape and interest rate environment is sure to change. Interest rate change is a critical component in the development of the overall investment strategy. From a portfolio management approach, our Investment Team focus on the direction of intermediate-term interest rates, the shape of the yield curve and yield spreads. Securities are then added based upon the interest rate outlook and their relative value along the yield curve. For instance, In a rising interest rate environment, portfolio duration is tightened and shorter-term securities are favored. The speed at which interest rates are anticipated to rise will determine how short the portfolio duration should adjust. In tandem with interest rates declining in 2019, our portfolio durations were lengthening in order to own above market coupons before interest rates fell to their historic low points.

INVESTMENT MANAGEMENT APPROACH AND DISCIPLINE



How will you handle fluctuating cash?

Fluctuating cash flows are a routine occurrence with many of our clients. After safety of principal, liquidity is the second most important objective of our clients' investment policies. Hence, understanding and addressing a variety of cash flow streams is an important aspect of our work with our clients. We assist our clients in developing a cash flow forecast bringing to bear our extensive experience with public entities and utilizing our staff experience.

While our clients know their particular circumstances best, we help by critiquing their assumptions and highlighting issues that may have gone unaddressed. This collaborative process results in not only a better forecast but a better mutual understanding of the forecast and how best to execute an investment strategy. Ongoing dialogue between the District and the Public Funds Advisor includes discussion of any upcoming liquidity needs of PID. This information is then conveyed to the Investment Team and used to provide the proper liquidity in the core portfolio for any expected cash needs. Meeder analyzes both historic and future cash flows in order to recommend a proper allocation amongst a cash portfolio and a core portfolio. The proper right-sizing of the investment portfolio facilitates meeting liquidity requirements.

When constructing a core portfolio, it is also important to build proper liquidity into the portfolio in order to meet unexpected cash needs and to provide flexibility in managing the funds. Typically, Meeder will accomplish this through a variety of avenues, using Treasury securities within the portfolio which can be readily converted to cash and utilizing short-term commercial paper. In addition, we structure the core portfolio with frequent maturities, which can provide funds to reallocate to the cash portfolio if needed. All of these can help create additional sources of liquidity.

When cash balances are seasonally high, we may recommend additional short-term investments matched to known upcoming cash needs such as operating expenses or debt service payments. Overall, the objective is to maximize the interest earned while making sure that funds are available to meet both expected and unexpected needs.

INVESTMENT MANAGEMENT MEEDER INVESTMENT MANAGEMENT

APPROACH AND DISCIPLINE

Describe the ongoing daily investment procedures proposed for the PID, including procedures for trades, security choice, controls, etc., and how you will provide liquidity.

After the Advisor has worked with PID to determine target maturity allocations based on combining the specific needs of the District with the current economic outlook, the following ongoing daily process is followed for trade execution, security selection, and maintenance of liquidity:

- The Director of Fixed Income, Portfolio Managers and Analysts start their day by meeting to discuss current economic news and any changes to investment models. This information is then taken into consideration when discussing whether any changes need to be made to the investment strategies of clients. Once the strategy is confirmed or modified, the team discusses current opportunities (asset classes, security structures, issuers, etc.) that they have been seeing in the marketplace.
- Upon confirmation of the strategy, Portfolio Managers will then look cash available for investment and upcoming maturities for each account. They will then look at proper maturity distribution for that allocation. Once decided, the Portfolio Managers work with our network of brokers to identify the best options available for purchase, taking into consideration the preferences outlined during the morning meeting for security type, security structure (callable vs. non-callable), state law, and the investment policy.
- The Portfolio Managers then work with our network of brokers from across the country in order to ensure best pricing/execution.
- Once a trade is executed, our Operations team will send confirmations of any purchases to the District. The Operations team will also work with brokers and the custodian to ensure that the trade settles seamlessly into the PID's custody account. The Team takes care of reconciliation with the custodian and will also provide all monthly reporting to the District.

At Meeder, we hold ourselves to a very high standard for our clients' success and we are focused on keeping you informed. Our depth of staff and resources combined with our specific focus on public funds investment management allows us the ability to keep our public entity clients regularly informed of economic and market factors that may affect their portfolios. In order to provide a consistent client service experience, we employ written internal service standards for each of our clients. Client communication is accomplished through a combination of in-person and virtual meetings, phone calls and emails. The frequency and means of communication are determined by client preference. When a member of the District calls, they can expect a prompt response from their Meeder advisor.

By monitoring the seasonal trends of cash and investment balances along with daily cash inflows and outflows, we seek to maximize the amount of funds that can be invested into the portfolio. By also maintaining a regular flow of maturities in the portfolio able to serve as backup liquidity, we will be able to keep the portfolio fully invested in order to maximize income over time without sacrificing liquidity available to the District.

INVESTMENT MANAGEMENT APPROACH AND DISCIPLINE



How frequently would you suggest your staff meet with the Investment Committee or staff?
Who will attend these meetings?

We recommend at least monthly touch base calls and quarterly in-person or virtual strategy reviews. In-person meetings and frequent communication are the driving forces in helping Meeder and our clients align an optimal investment strategy.

At these meetings, Meeder will provide the District with a full portfolio review, an updated economic outlook and recommendations for the continuing long-term portfolio strategy. The discussions will also focus on cash flows and upcoming projects that may affect the way the portfolio is invested. This communication helps to ensure that both the advisor and client are on the same page with the implementation plan for upcoming portfolio activity. We commit to meeting at least quarterly for formal investment reviews with the Investment Committee, but we also expect to have much more informal communication with the District staff in between our regularly scheduled meetings. As your advisor and primary day-to-day contact, Jim McCourt will attend all meetings with PID.

REPORTING

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Lake
Paradise
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REPORTING

Describe the investment accounting and reporting system used by your firm.

Meeder has recently invested extensively into a robust compliance monitoring and reporting system, industry leading Charles River software. With our compliance suite, we can provide solutions that support compliance rule-building, testing and maintenance, customizable reporting, and a complete audit history. A powerful data administration facility helps monitor and improve data quality. The scalable compliance engine supports high volumes of trades and compliance rules. This will allow us to ensure compliance with the District's investment policy, the California Government Code, GASB and GAAP report standards, arbitrage reporting, and other applicable laws, rules, and regulations.

The reporting is structured to:

- » Validate compliance results anytime: pre-trade, in-trade (at any stage of the trade cycle), post-execution and end-of-day
- » Streamline workflows by incorporating compliance rules into 'what-if' analysis
- » Re-run compliance "as of" any historical date
- » Help reduce risk and resolve issues with an end-to-end audit trail
- » Generate compliance trend reports to show the calculated value for certain compliance rules over time
- » Maintain compliance tolerance levels
- » Calculate and monitor gross or net exposures to any attribute such as issuer or counter-party

The District's investment policy parameters will be coded into our portfolio management system providing pre-trade and post-trade compliance oversight. In addition, through collaboration with PID, any additional rules such as cash flow measures or credit requirements beyond the statute can also be established on an ongoing basis to ensure the Investment portfolio is monitored at all levels. Policy compliance reporting can be generated to assist with annual audit testing to assist with year-end needs.

The standard tiered reports are designed to move from management level information to all detail needed by accounting and auditing staff. Typical standard reports issued by the operations team include transaction summaries for each investment purchase or sale and a monthly statement of holdings and activity. Periodic investment review reports include an economic update and a portfolio summary with portfolio metrics.

Additionally, customized reports can be created at no additional cost to the District.

REPORTING

Describe the frequency and format of reports that you would provide to the PID. Attach a sample.

Meeder will provide both standard and customized reporting and it is our goal is to provide timely and accurate reports.

• **Transaction Summary**—is issued upon execution of any investment purchase or sale. This report includes all information specific to the security including description, CUSIP number, coupon rate and maturity date along with the transaction details including par value, price paid, accrued interest if any, and total cost. The projected coupon payment stream is also included. In addition, comparison to other investment options is provided thereby documenting the value add of the security selection.

• **Monthly Statement**—This statement provides an inventory of current holdings including security description, cost basis, market value and yield to maturity along with the current month's activity including purchases, sales and income received. Statements are also provided by the custodian.

• **Quarterly Investment Review**—we provide our clients with customized quarterly investment review presentations describing key updates to Federal Reserve policy, economic conditions, and other significant market factors that affect their investment portfolios. These investment reviews also include high level statistics and charts describing the asset composition and maturity distribution of each portfolio we manage for the client.

• **Annually**, MPF also provides reporting at fiscal year-end to assist with GASB reporting requirements. The reports are structured to meet the requirements under GASB 31 Accounting & Financial Reporting for Certain Investments and for External Investment Pools, GASB 40 Deposit and Investment Risk Disclosures and GASB 72 Fair Value Measurement and Application.

• **Ad hoc reporting** is provided upon request. MPF is positioned to provide the District with all the necessary reports to meet their needs.

Sample Reports can be found in the Appendix.

What performance benchmarks would you suggest for this portfolio? Provide recommendations regarding performance benchmarks for a portfolio like that of the PID. What experience has the firm had in developing benchmarks for public operating portfolios?

Meeder has extensive experience developing benchmarks for operating funds of public portfolios. These benchmarks are typically customized to meet the unique needs of each entity. For the District's portfolio, we would recommend a yield-based method for comparison of the portfolio to the market. We believe a yield based method is representative of the actual return earned by the District as it excludes unrealized gains and losses which are included in the total return measure. We have developed benchmarks for several of our clients and typically recommend utilizing the 24-month trailing average yield of the 2-year Constant Maturity Treasury (CMT). This measure often resembles the average maturity of many of our managed portfolios and creates a benchmark that moves in a manner similar to the overall strategy of the portfolios. Additionally, we would likely use LAIF as a yield comparison.

For clients who prefer to utilize a total return measurement of their portfolio, we typically recommend the BofA Merrill Lynch 1–3 year or 1–5 year Govt. Bond index because of the similarities in duration and asset composition.

FEES

 **MEEDER**
INVESTMENT MANAGEMENT

FEES

Provide the complete fee schedule that would apply to this account. Are fees charged in arrears?

Meeder proposes an investment advisory calculated according to the following tiered schedule, charged monthly in arrears based on the market value of assets held within the custody account, and subject to a minimum fee of \$5,000 per year.

ASSETS UNDER MANAGEMENT	INVESTMENT ADVISORY FEE
\$0–\$25,000,000	0.08%
Over \$25,000,000	0.04%

Once the PG&E settlement funds are received, we are open to negotiating a fixed fee arrangement, if preferred by the District.

What additional expenses not covered through the fee structure will be expected to implement your investment advisory services?

This fee is inclusive for all services provided by Meeder. We also strongly recommend the District uses a third party custody bank for the safekeeping of investment securities. We have a preferred relationship with US Bank and can ensure a cost to the PID no higher than one basis point (0.01%), calculated monthly based on the assets in the account.



ADDITIONAL INFORMATION



ADDITIONAL INFORMATION

Briefly describe any additional features, attributes, or conditions which PID should consider in selecting your firm. Describe any other services your firm can provide.

At the firm level, with over 100 associates, we pride ourselves on being a large company with a small company feel. This ensures each of our clients receive individualized attention to meet their needs. In addition to receiving a quality investment management experience, the District also benefits in the following ways.

THE FOLLOWING SERVICES TO BE INCLUDED IN YOUR INVESTMENT PROGRAM:

INVESTMENT POLICY REVIEW	INVESTMENT STRATEGY	MONTHLY REPORTING AND REVIEW	BANKING AND CUSTODY
The Investment Policy would be reviewed to ensure it is in line with state law.	You will have access to Meeder's professional investment team that will strategically formulate an investment plan. The investment team monitors the interest rate environment and the spread between permissible asset classes.	Meeder would have access to the custody account and be able to pull necessary information providing one consolidated report for all funds. Customized reporting can be created to meet your needs.	In the event you would look to establish a new Banking or Custody relationship, Meeder would provide assistance through the process.
CASH FLOW REVIEW	EXECUTION OF TRADES	CREDIT RESEARCH	
Throughout the year Meeder will help you determine the proper amount to have invested compared to liquid in cash.	Your portfolio would gain access to our extensive broker network, ensuring best price execution.	Meeder will monitor corporate issuers in the marketplace and recommend specific issuers that meet permissible requirements under law.	

ADDITIONAL INFORMATION

Provide a copy of your firm's most recent ADV Part II as on file with the SEC.

MPF is a Registered Investment Advisor under the 1940 Act. The firm has been registered since 1990. Our ADV Part II is included in the Appendix and available on the SEC website.

Provide any contract language your firm requests or requires to be included in a contract for this service.

We have provided a copy of our standard Terms of Services in the Appendix to be included as an exhibit in the agreement.

Describe your firm's business continuity plan, how often it is updated, and what assistance would be available to the government.

Meeder has a robust and multifaceted disaster recovery and business continuity plan that covers varying levels of enactment, including isolated areas of recovery to complete enactment of the business continuity plan. We have invested in intrusion protection, virus protection, data synchronization, system redundancy and backup systems to help ensure continuous business operations. Meeder's business continuity plan was built in alignment with the National Institute of Standards and Technology and Investment Company Institute standards. This plan provides timely continuation of daily business activity in the event of a disaster or business interruption. Meeder tests its business continuity plan annually. Meeder recently migrated its DR data center to CentraComm, an Ohio-based leader in network security, infrastructure services and a military grade data center. This enables Meeder to leverage CentraComm's 24/7/365 managed service platform and its Security offerings. Meeder demonstrated its leadership in business continuity readiness by identifying the potential business disruption due to the pandemic in late December 2019. Our strategic technology plan was enacted and provided turnkey access to its clients and associates prior to when the lockdown went into effect in March of 2020.

Meeder recognizes the critical nature in safeguarding our clients and our own electronic assets and has enhanced the time-honored 3-2-1 backup strategy (production data, two backup copies one onsite and the other offsite) to the next level of redundancy and separate ourselves by implementing a 3-2-2 strategy. Meeder has our production data, our onsite replication, our offsite replication to Meeder's cloud solution, and our offsite backup to a secondary facility. This strategy mitigates false positives, that however unlikely, can occur within data backup/replication technologies and also provides duplication if one of these offsite data hardened facilities were to experience a disruption. These disparate locations and recovery options provides Meeder with a more comprehensive plan to ensure its clients and its own electronic data is intact and readily available. Since both Meeder's trading and reporting systems can both be accessed remotely and are available via the web, the District can rest assured that the day-to-day investment activities of the portfolio will continue to operate as usual. If the District should require information sent to alternative destination so that it can be accessed by the District, that can be easily accommodated.



Investment Proposal

Prepared for:

PARADISE IRRIGATION DISTRICT

JUNE 25, 2021

Prepared by:

HEIDI ELICK

RIDGE FINANCIAL PLANNING

&

LADENBURG THALMANN

ASSET MANAGEMENT

Paradise Irrigation District
6332 Clark Road
Paradise, CA 95969

To the Paradise Irrigation District,

Heidi Elick and Ladenburg Thalmann Asset Management ("LTAM") respectfully submit this proposal to provide investment advisory services to help govern the Paradise Irrigation District's ("PID") current investment portfolio and plan for investment of expected funds.

Heidi Elick of Ridge Financial Planning has chosen to partner with LTAM, an investment advisory firm, with over \$3.5 billion in assets under management, to provide high quality investment management services. LTAM was established in 1982 as a Securities and Exchange Commission ("SEC") Registered Investment Advisor. The investment management professionals of LTAM specialize in market analysis, due diligence, fund selection, asset allocation and diversification strategies. LTAM is a wholly-owned subsidiary of Advisor Group Holdings, Inc. ("AGHI") which provides investment banking, equity research, institutional sales and trading, independent brokerage and advisory and asset management services through its subsidiaries. AGHI is also the holding company of Ladenburg Thalmann & Co. Inc., which was established in 1876. AGHI is owned primarily by a consortium of investors through RCP Artemis Co-Invest, L.P., an investment fund affiliated with Reverence Capital Partners LLC. The consortium of investors includes RCP Genpar Holdco LLC, RCP Genpar L.P., RCP Opp Fund II GP, L.P. and The Berliniski Family 2006 Trust. Heidi Elick is securities licensed through Securities America Advisors, Inc. and through this affiliation, the advisors of Ridge Financial Planning are able to partner with LTAM to manage institutional client portfolios.

Enclosed we have put together a recommended portfolio based on the information that has been provided to us. This portfolio is part of LTAM's Investment Consulting Services (ICS) program. The ICS program offers a comprehensive, personalized investment management program designed to help those with considerable wealth accumulate and preserve their assets. LTAM began managing portfolios in this program in 2010 and through it, we partner with boutique separate account managers in specific asset classes to build custom portfolios to hold both individual securities as well as exchange traded funds and mutual funds where we believe they add value. We provide access to proven investment managers across a large spectrum of major asset classes. The due diligence process involved ascertains non-proprietary institutional managers that are thoroughly examined by a team of analysts for inclusion in the ICS program. Once a manager has been added to our investment platform, they are actively reviewed to ensure that by maintaining them as a recommended manager they represent a suitable solution for our clients. By including separate account managers in the allocation, we can lower the overall risk of the portfolio and tailor it to PID's exact specifications by excluding certain industries, sectors or even companies, if requested.

We believe it is vital to gain a complete understanding of our clients' needs and preferences before any investments are made and therefore, after consultation with PID's Board and Investment Committee, the recommended portfolios found within would be further customized as needed. Our goal is to prudently recommend an asset allocation that maximizes your risk-adjusted total return. We sincerely appreciate your consideration of this proposal and please do not hesitate to contact us if you require any further information.

Sincerely,



Philip Blancato
President & Chief Executive Officer
Ladenburg Thalmann Asset Management
640 5th Avenue, 4th Floor
New York, NY 10019
Phone: (212) 409-2682



Heidi Elick, BFA™
Ridge Financial Planning
770 North Cotner Boulevard
6779 Skyway, Ste. A
Paradise, CA 95969
Phone (530) 762-7211

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2. Firm Background and Organization

a. Describe the organization, date founded, and ownership of your firm. Has your firm experienced a material change in organizational structure, ownership, or management during the past three years and, if so, please describe.

Heidi Elick, BFA™, registered representative, opened Ridge Financial Planning Jan 1, 2021. She was affiliated with a practice that lost its physical location due to Camp Fire and relocated to Chico, CA. She wanted to be back on the ridge and opened her own practice, Ridge Financial Planning.

Ladenburg Thalmann Asset Management ("LTAM") is a SEC Registered Investment Advisory firm, established in 1982, and has over \$3.5 billion in assets under management. LTAM is a wholly owned subsidiary of Advisor Group Holdings, Inc. ("AGHI") which provides investment banking, equity research, institutional sales and trading, independent brokerage, and advisory and asset management services through its subsidiaries. AGHI is also the holding company of Ladenburg Thalmann & Co. Inc., which was established in 1876. AGHI is owned primarily by a consortium of investors through RCP Artemis Co-Invest, L.P., an investment fund affiliated with Reverence Capital Partners LLC. The consortium of investors includes RCP Genpar Holdco LLC, RCP Genpar L.P., RCP Opp Fund II GP, L.P., and The Berliniski Family 2006 Trust.

AGHI owns 100% of both LTAM and LTCO, a registered broker-dealer. As explained in the Fees and Compensation section above, LTCO may execute trades on behalf of clients who receive advisory services from LTAM. LTCO receives compensation for these brokerage services, which it shares with LTAM financial advisers who are also registered broker-dealer representatives of LTCO.

b. Describe any other business affiliations. Describe your firm's policy on soft dollars.

Neither Heidi Elick nor LTAM participate in soft dollars or receive any other form of compensation other than advisory fees for their services.

c. Describe the firms' sources of revenue, categorized by retail and institutional accounts. Executive

LTAM services retail and institutional clients. The breakdown of LTAM clients can be found in section 5 of the ADV Part 2A which can be found starting on page 121 of this proposal. All fees are subject to negotiation. The specific manner in which fees are charged is established for a client in the client's written investment advisory agreement with LTAM.

d. Is your firm a registered investment advisor under the Investment Advisor's Act of 1940 as amended?

Yes, Ladenburg Thalmann Asset Management is a registered investment advisor under the Investment Advisor's Act of 1940.

e. Describe any SEC, FINRA, or regulatory censure or litigation involving your firm or its employees within the past three years.

Within the last three years, neither Heidi Elick nor LTAM have any SEC, FINRA, or regulatory censure or litigation involving our firm nor its employees.

f. Did you, or will you, pay a finder's fee to any third party for business related to this account? Specify the recipients of any fee.

We have not and will not pay a finder's fee to any third party for business related to this account. Heidi Elick as the local contact and advisor on this account does receive a portion of the portfolios overall fee listed at the end of the proposal. The fee includes the advisory services provided by Heidi Elick and Ridge Financial Planning as well as LTAM for the portfolio management provided, additional investment management services by the included separate account managers in the portfolio, as well as all custodial, trading, and administrative services provided by National Financial Services.

LTAM receives 100% of its annual revenue in investment management fees and thus does not receive any fees from investment managers.

g. Outline the errors and omissions (professional liability) and fidelity bond coverage your firm carries. Provide a valid, current Certificate of Insurance.

Please find a copy of our firm's Errors and Omissions valid Certificate of insurance on pages 178 of this proposal.

h. Identify the types of accounts primarily sought by your firm.

Heidi Elick has over 20 years of experience helping individuals, families, businesses, and non-profits best manage their investments. We provide personalized diversified investment strategies, risk analyses and financial planning.

LTAM's dedicated staff of professionals has over 100 years of investment management experience, specializing in market analysis, due diligence, fund selection and asset allocation and diversification strategies. Whether for individuals, families, foundations, endowments, retirement plans or profit-sharing plans, we deliver personalized strategies and a full range of investment solutions.

3. Experience

a. Describe your firm's experience in managing fixed income portfolios for public funds and governmental entities.

Heidi Elick and LTAM have extensive experience serving public funds, government entities, corporations and not for profits alike, offering them access to resources they would not otherwise have. Of the \$3.5 billion that LTAM currently manages approximately \$700 million is within the Investment Consulting Services ("ICS") program, which is the program we would recommend for PID and is comprised of similar high-net worth entities.

We understand that clients demand customized solutions that address their unique needs. In the case of PID, LTAM has worked with government entities and their advisor and follow a disciplined, consultative process in the development of your investment policy statement. In developing this, we will take into consideration your risk tolerance, investment objectives, financial circumstances, and long-term goals. Heidi and LTAM will diligently monitor the investment performance within your Investment Consulting Services account.

b. What is your firm's experience in developing policies and portfolio management guidelines for government portfolios?

Our services include but are not limited to developing an investment policy, providing strategic and tactical investment advice, conducting manager searches, providing monthly performance, analyzing quarterly performance, monitoring for compliance with investment policy, spending policy analysis and comparison to peers.

Our fundamental investment theory is: Calculated Risk + Time = Reward. Therefore, we will carefully consider a combination of both the PID's tolerance for risk and the spending objectives of the District. To meet these objectives, we will utilize a disciplined investment strategy. While we are ever mindful of the long history of the market, to best manage for the future, we primarily look to the last ten years of activity for research purposes. Furthermore, we rebalance our strategies according to current market conditions, but not steer away from our original foundation that accounts for the combination of risk and time.

We believe it is imperative to control risk in investment portfolios because properly implemented risk controls tend to reduce portfolio volatility and improve overall cumulative returns. Having the right solutions available at the right time is essential to achieve financial success. We provide comprehensive asset management portfolios composed of a variety of institutional money managers that are selected through our rigorous screening process.

We then suggest to you an investment plan in the form of an Investment Policy Statement. The purpose of an Investment Policy Statement is to outline a plan based on the information you have provided about your present and future financial circumstances. This document should be reviewed annually, at a minimum, and any time your

financial circumstances change. Since this investment program is long-term in nature, the periodic adjustments made to your portfolio should be minor. Having and making use of an investment policy statement fosters a disciplined and systematic plan in managing your portfolio, thus improving the probability of satisfying your investment goals.

Since we have experience managing a variety of government portfolios of different sizes, liquidity preferences, spending policies, and objectives, we have consulted with each of our clients on the enhancement or development of their formal investment policy statements. Our clients all had unique investment policies when we began our partnership, and we continue to advise them as economic or investment considerations warrant. Though we do not believe a properly formulated investment policy needs frequent adjustment. The point of an investment policy is to provide a framework for gauging risk, anticipated timelines, and performance expectations to meet the needs of your spending policy.

While we have built a portfolio based on the information you shared in your IPS, we believe it is vital to gain a complete understanding of our clients' needs and preferences before any investments are made and therefore, after consultation with PID's Board and Investment Committee, the recommended portfolios found within would be further customized as needed. Our goal is to prudently recommend an asset allocation that maximizes your risk-adjusted total return.

Given the investment limitations outlined in the IPS, we proposed the following managers abiding strictly to those guidelines.

SeaCap:

- High quality municipal bond manager that will tend to mostly have exposure to A rated or better bonds.
- Implement a high-quality strategy by mostly buying tax backed bonds (backed by property taxes i.e., an area that held up well during the pandemic)
- Also have solid exposure to essential service bonds (water, sewer, utilities) which have stable revenue stream.

PIMCO:

- PIMCO Muni Ladder 1-6Yr California Bond
- High Quality muni manager that targets undervalued securities
- PIMCO independently rates bonds instead of relying on rating agencies (which tend to be lagging indicators of credit quality)
- PIMCO's process is forward looking and continually monitored to update their views.
- The big risk in the investment grade muni market is downgrades – PIMCO is looking to get ahead of these downgrades which should translate into increased strategy performance.

c. Does your firm receive any other form of additional compensation (including soft dollars) for the client transactions aside from the direct fee paid by clients?

Neither Heidi Elick nor LTAM will receive any other form of compensation that has not yet been revealed.

d. Provide the number and types of accounts, total asset value, and composition of portfolios currently being managed by your firm.

As laid out in LTAM's FORM ADV, as of 12/31/2020 LTAM managed \$2,007,774,220.00 of assets on a discretionary basis and \$1,137,710,170.00 of assets on a non-discretionary basis.

	<u>AUM 12/31/2020</u>	<u>Accounts</u>
Discretionary AUM	\$ 2,007,774,220.17	7653
Non-Discretionary	\$ 1,137,710,170.04	352
Total	\$ 3,145,484,390.21	8005

<u>Type Of Client</u>	<u>Number of Clients</u>	<u>Amount of Regulatory AUM</u>
Individuals (other than high net worth individuals)	6683	\$ 1,039,728,322.00
High net worth individuals	955	\$ 658,780,335.00
Banking or thrift institutions	2	\$ 2,212,960.00
Investment companies	6	\$ 382,185,592.00
Pooled investment vehicles (other than investment companies and business development companies)	5	\$ 26,149,830.00
Pension and profit-sharing plans (but not the plan participants or government pension plans)	141	\$ 124,418,273.00
Charitable organizations	1	\$ 101,884.00
Other investment advisers	3	\$ 686,508,819.00
Corporations or other businesses not listed above	209	\$ 225,398,375.00
	8005	\$ 3,145,484,390.00

4. Personnel

a. Identify and provide background information on the key person or personnel who take the most active role(s) in the administration and management of the firm.

One major benefit of this relationship is that the Foundation will have access to a local investment advisor for servicing and performance-reporting needs (Heidi Elick) while at the same time receiving the highest quality, objective investment management services available in the industry with years of experience and depth of research reserved for institutions and high net worth clients (LTAM).

Heidi Elick is a Behavioral Financial Advisor™ and owner of Ridge Financial Planning. She has been in the financial industry for more than two decades and holds a series 7, 63, 66 and California Insurance licensed. Her mission is to help client cultivate a plan for their finances and future based on their values and goals. Heidi provides a simple, clear, and focused approach to financial planning. She leads with her core values and believes in transparency and sound guidance. Her effort is to make financial discussions easy to understand. She partners with tax advisors and estate planning attorneys to help implement the best plan for your future.

Working with an independent broker-dealer is important, this means no quotas to meet or specific/proprietary products to sell. She provides personalized strategies based only on the clients' individual needs in a fully transparent manner.

A long time Paradise resident with great love for people and the community. She lives on her 10-acre ranch with her husband, Truman, horses, goats, mini pigs, chickens and 4 dogs. Heidi believes firmly in the importance of community and is truly committed by being involved as a Paradise Ridge Chamber of Commerce board member, Paradise Rotarian, Paradise Rotary board member, Gold Nugget Museum board member, Paradise Zone Captain.

Philip Blancato is the President and CEO of Ladenburg Thalmann Asset Management and Chairman of the Ladenburg Investment Policy Committee. Phil also serves as the Chief Market Strategist for Advisor Group.

Philip is a thirty-year veteran of the financial services industry with a specialized knowledge of portfolio and risk management, asset allocation, and macro-economic theory as well as constructing and implementing seamlessly integrated platforms of fee-based solutions. Prior to joining Ladenburg Thalmann, Philip worked for PowellJohnson as the Managing Director of Advisory Services where he directed the creation and implementation of a suite of fee-based platforms. Philip also worked for Prudential Securities beginning in 1990 where he held various positions within the Investment Management Services division. In 1996, he assumed the role of First Vice President and Director of Portfolio Management Programs. His primary function was to develop and improve upon the positioning and functionality of discretionary fee-based programs. During Philip's tenure with the

Portfolio Management division, it became one of the most successful divisions within Prudential Securities with assets in excess of \$16 billion.

In 1990, Philip received a Bachelor of Science in Finance from Kean University, and in 1998, a Marketing Continuing Education degree from New York University. In 2003, he became an Accredited Investment Fiduciary, and in 2005, he completed the Securities Industry Association accredited program at Wharton Business School.

Philip has been quoted in the Wall Street Journal, regularly appears on CNBC, and often speaks at industry conferences on topics such as investment management, portfolio risks and diversification, and alternative investments.

b. Identify the investment professionals (portfolio managers, analysts, and researchers) employed by your firm, by classification, and specify the average number of accounts handled by portfolio managers. Are there any established limits on accounts or assets under management?

Our due diligence process involves ascertains non-proprietary institutional managers that are thoroughly examined by a team of analysts for inclusion in the ICS program. Once a manager has been added to our investment platform, they are actively reviewed to ensure that by maintaining them as a recommended manager they represent a suitable solution for our clients. By including separate account managers in the allocation, we can lower the overall risk of the portfolio and tailor it to PID's exact specifications by excluding certain industries, sectors or even companies, if requested.

The investment professionals are made up of Ridge Financial Planning and Ladenburg Thalmann Asset Management who have selected the managers proposed in the model allocation created based on PID's current Investment Policy Statement are PIMCO and SeaCap (Davidson Investment Advisor).

As previously mentioned, the LTAM corporate structure is flat in ranking with each employee specializing in their respective functions but also cross trained in all client service functions. The biographies for all LTAM employees can be found on pages 42-45 of this proposal.

c. Provide resumes and biographical information on key investment professionals that will be directly involved in the decision-making process for the portfolio. Include the number of years at your firm, total years of experience, and professional licenses and designations. Include the number of accounts managed and any limits on this.

LTAM is led by CEO Phil Blancato and COO Jaime Desmond. These would be the individuals mainly responsible for the investment management for PID. LTAM also employs a seven-person operations team, responsible for all back-office servicing and support of managed accounts. This team handles initial opening and set up of accounts, all money movement requests, communication with our partner separate account managers, and generates quarterly performance reports. The staff includes two full time traders, who are responsible for implementing the investment committee's recommendations, often working with our institutional trading desk to execute larger orders as expeditiously as possible. Although we never anticipate unexpected activity, our traders do monitor transactions and balances of accounts on a regular basis to identify any potential errors.

Lastly, the LTAM corporate structure is flat in ranking with each employee specializing in their respective functions but also cross trained in all client service functions.

d. Describe your firm's training and education efforts to keep portfolio managers informed of developments relevant to government investment managers.

Heidi Elick and LTAM are committed to educating clients on the investments in the portfolio as well as the economy. We are also committed to continuously monitoring and portfolio managers educated on the parameters of our clients needs including relevant developments to their asset class. As such, we offer industry materials on best practices and deliver periodic on-site training presentations to educate the investment committee and board

of directors on their fiduciary duties. We believe it is important for the investment committee to be available for any requests, via electronic communication, telephone, or video conferencing, as necessary.

In addition to periodic meetings, LTAM offers ad hoc research pieces on the state of the economy and the markets, as well as a formal written market commentary. As mentioned earlier, Philip Blancato hosts a weekly podcast on the economy, as well.

e. Has there been any turnover of professional staff in the firm in the last three years who were assigned to public sector clients?

Although there has been turnover within the LTAM team over the past three years, there has not been any turnover of professional staff in the firm in the last three years who were assigned to public sector clients.

5. Assets Under Management

a. Summarize your institutional investment assets under management by category

Please reference FORM ADV Item 5 on page 88 of the proposal for additional information on Institutional investment Assets under management by category.

b. Summarize your assets under management (institutional only) over the past five years and average assets per client.

Below is a summary of the total year end assets and number of accounts for the ICS program being recommended to PID. The average account size over the last five years has been around \$1,000,000 with our largest client over \$150,000,000 in assets.

	Total ICS	ICS Accounts
12/31/2016	\$ 399,323,092.05	873
12/31/2017	\$ 422,897,715.66	776
12/31/2018	\$ 388,505,131.17	717
12/31/2019	\$ 610,484,585.89	757
12/31/2020	\$ 683,210,562.48	728

c. Provide relevant performance statistics on a comparable portfolio and compare with industry averages or benchmarks for the last one, three, five, ten-year periods and/or since inception. Note whether these performance statistics are reported based on GIPS (Global Investment Performance Standards) formerly known as AIMR (Association for Investment Management and Research).

The allocation we are recommending is a custom allocation which we have provided in the attachments of this proposal. Include in the proposal as well is a MorningStar Direct backtest which includes three, five, seven and ten year performance statistics, risk-reward, and correlation Matrix. This can be found from pages 19-22 of this proposal. Due to the nature of the Morningstar report, it is not GIPS compliant, please refer to page 23 for additional disclosure details.

d. List comparable or most representative governmental clients. Identify the nature of the funds and provide a contact name and number for each.

Client names, investment objectives, the amount of assets under management and other client-specific information are not generally disclosed. Additionally, specific management techniques and strategies used by LTAM in managing client accounts are considered proprietary information and, shall in all events be kept confidential. Violation of these confidentiality rules constitutes a breach of the professional ethical standards imposed by LTAM. Should PID require referrals, we would be happy to make a suitable introduction.

e. How many accounts have you gained in the last 12 months? How many accounts have been lost in the last 12 months and why?

Heidi Elcik and LTAM have experienced steady year over year gains in new client relationships over the past 12 months on a net basis. LTAM provides investment consulting and asset management services to high net worth, retail, and institutional clients. As of 12/31/2020, our team provides investment management support to over \$3.1 billion in assets for 8005 accounts, amongst our affiliates and their advisors. Specifically, LTAM has experience working with over 150 high net worth individuals and institutions to develop custom investment policy statements similar to the PID. We work very hard to provide a high level of client service and high-quality investment advice and consulting to each of our client relationships. Regardless of the acquisition channel for new clients, our rate of retention is among the highest in the industry.

6. Investment Management Approach and Discipline

a. Briefly describe your firm's investment management philosophy, including your approach to managing governmental portfolios.

Our overall philosophy would be the same for managing governmental portfolios in which the investments are managed based on a long-term time horizon while being mindful of the historical context of the markets. The goal of this active portfolio management approach has been quality returns that are in excess of the current market with a lower level of volatility.

The underlying foundation of our investment philosophy is the construction of a globally diversified portfolio based on strategic asset allocation. Strategic asset allocation is a strategy that divides up a portfolio among major asset classes (equities, bonds, cash equivalents, and alternative investment vehicles) in proportions that are consistent with an investor's long-term financial goals and objectives, establishing a "base policy mix".

We construct and maintain core asset allocations using both fundamental and quantitative data. When determining an asset allocation, we review the last ten years of data history with the mindset that the last decade is more relevant to the anticipated decade as opposed to using the entire history of the market. We employ a stringent due diligence process in selecting what we believe are the best possible investment solutions, and an unwavering objectivity enforces accurate positioning in portfolios, to achieve long-term investment goals.

While we firmly believe in a long-term approach to investing, we do not subscribe to a "buy and hold" philosophy. Rather, we take steps to adjust portfolios, recognizing that it is important to be proactive, without compromising the integrity of the underlying strategy of a given model. With our long-term framework in place, our focus is then three-fold: start with strategic asset allocation, consider macro-economic conditions, and implement tactical portfolio changes.

Our tactical overlay essentially helps us determine which areas to under or over-weight based on market conditions. We will recommend a portfolio change where we can either reduce the risk in the portfolio or potentially add a higher rate of return, given a certain level of risk. In stepping through this process, our investment committee focuses a great deal on top down (macro environment).

b. How frequently do you formulate and review fixed income strategy? How is that carried out and who is involved?

Our investment committee closely monitors the investments within client portfolios. LTAM's investment committee is led by Philip Blancato, who is supported by a four-person team, including four CFA charter holders and qualifiers. The investment committee conducts analysis of the portfolios actively managed by LTAM, on at least a weekly basis, analyzing the fundamentals, performance, and overall economic outlook. Each of LTAM's investment analysts are responsible for, but not limited to, investment manager research, performance evaluation, performance attribution analysis, manager evaluation and due diligence. They also conduct daily due diligence on current and prospective managers.

We will use the Investment Policy Statement of PID as a guide to monitor fixed income but in general LTAM's investment committee uses a top-down approach, considering a macro view of the economy and markets, as well as a careful analysis of investment fundamentals. Sticking to the investment philosophy, LTAM constructs a globally diversified portfolio based on strategic asset allocation. Strategic allocations are continuously assessed and adjusted if necessary. The steps taken to properly adjust portfolios are proactive without compromising the integrity of the objective of a given strategy.

With this philosophy in mind, there is not a set number of annual rebalances. Rather, the portfolio would be adjusted anytime LTAM believes their investment and market views can be better expressed within the portfolio, with the goal of maximizing the portfolio's risk/return characteristics. In general, portfolio rebalances occur between 2 and 5 times per year and are not calendar-based.

Changes will be communicated directly to the Investment Committee by Heidi Elick, Philip Blancato or Jaime Desmond either in person on at least a quarterly basis or via telephone and web assisted communication more frequently as needed.

c. What are the primary strategies for adding value to portfolios (e.g., market timing, credit research, trading)?

In addition to the response describing our investment philosophy, Heidi Elick and LTAM strongly believe in mitigating risk through managing diversification in the portfolio. Managed Diversification is about striking a balance among various investments in your portfolio to reduce your exposure to risk and at the same time try to take advantage of the full range of opportunities in the market. By combining asset classes into a diversified portfolio, you can move closer to the returns that will allow you to reach your goals while maintaining a risk level with which you feel comfortable. Historically, various asset classes did not always move in the same direction at the same time. In one year, stocks may provide the highest return, the next year, bonds or money market funds may be the top performing asset class.

True diversification occurs when a portfolio is composed of assets with dissimilar behavior, so that the upward movement of one asset may offset the downward movement of another. By spreading your investment risk across asset classes, you can achieve a more consistent return with less wide fluctuations in value than you might experience from a non-diversified portfolio.

Having analyzed your requirements, we would then assess your investment policy statement. The purpose of the investment policy statement is to outline a plan based on the information you provide about your present and future financial circumstances. We believe this document should be reviewed annually, at a minimum, and any time your financial circumstances change to ensure it is still aligned with your current financial objectives.

A value add that Heidi Elick and LTAM have left out of this proposal due to the stringent IPS is the use of Alternative investments. We see increased risks in both stocks and bonds compared to a few years prior and instead of predicting which has a brighter future, we prefer to diversify our risk away from both asset classes through the inclusion of alternative investments. In addition, our firm provides clients the ability to invest in non-correlated, liquid alternatives such as hedge fund strategies, commodities, real estate, and managed futures which often have low or negative correlation to traditional equity and bond markets.

d. How are portfolios managed (e.g., by team, individual manager)? What is the back-up when the manager is away?

As mentioned, while Philip would lead LTAM team, all LTAM staff will assist with management and services to the PID portfolio. LTAM's 5-person research team, led by Philip Blancato will be responsible for doing due diligence and making manager recommendations. LTAM also employs a seven-person operations team, responsible for all back-office servicing and support of managed accounts. This team handles initial opening and set up of accounts, all money movement requests, communication with our partner separate account managers, and generates quarterly performance reports. The staff includes two full time traders, who are responsible for implementing the investment committee's recommendations, often working with our institutional trading desk to execute larger

orders as expeditiously as possible. Although we never anticipate unexpected activity, our traders do monitor transactions and balances of accounts on a regular basis to identify any potential errors.

Lastly, the LTAM corporate structure is flat in ranking with each employee specializing in their respective functions but also cross trained in all client service functions.

e. What oversight is provided to portfolio managers?

We have direct access to recommended money managers and uses information provided by them as well as from Bloomberg and Morningstar Direct to continuously monitor their performance. LTAM meets with both existing and potential new managers on an annual basis (at least) and receives and reviews regular updates from each typically once a quarter at a minimum, or in many cases monthly depending on the type of asset. Direct correspondence with managers is in addition to our monthly review of client accounts and database updates previously discussed.

We compare each manager's performance to their stated benchmark, as well as to peers in their asset class. Should a manager underperform its benchmark for two consecutive quarters, LTAM will perform further due diligence and consider replacing that manager in clients' portfolios. Additional factors that would cause LTAM to replace a manager may include but are not limited to the following: a change in management personnel or a change in their strategy or discipline that is deemed no longer beneficial to the client, the determination of significant risk or impairment as discovered through due diligence, a significant regulatory deficiency, or a violation of the terms of agreement held between the manager and LTAM. LTAM monitors every manager in their client portfolios daily and will always act as swiftly as needed to maintain the client's best interest.

For manager searches and ongoing due diligence, we utilize Bloomberg and Morningstar Direct, as these include a broader range of managers than those being used by current clients. These systems contain industry leading information and give us the ability to measure performance, conduct detailed statistical analyses and assess risk on over 21,100 separate account managers, mutual funds, ETFs, hedge fund managers and other types of securities. Manager information on Bloomberg and Morningstar is updated monthly and we rely on these systems to verify the validity of manager data.

In addition to the managers that we regularly track and recommend in portfolios, due diligence is performed on the entire universe of managers at least annually, to ensure that we have the best managers at our client's disposal. By nature of the Bloomberg and Morningstar Direct systems, LTAM can perform completely unbiased due diligence on nearly every manager in the industry and thus select what we consider to be the best in breed investment managers.

Below are some of the criteria utilized in LTAM's review and selection process. Each manager should:

- Target a reasonable risk/reward tradeoff, i.e., sharp ratio, standard deviation vs. benchmark. Risk analysis is the priority in evaluating the capabilities of a management team.
- Maintain their stated investment philosophy in order to avoid style drift, which increases risk by affecting portfolio diversification. Managers cannot be influenced by market trends.
- Have solid performance in bear markets. A manager's ability to outperform in unfavorable market conditions reflects their portfolio management ability and quality of security selection.
- Provide alpha over their benchmark. Alpha is a true measure of a manager's ability to contribute to performance above their benchmark. Alpha is a risk adjusted rate of return above a benchmark. It represents the extra return the investor should expect relative to the market for the given risk they have taken on. The higher the number the better.
- Manage with relatively low volatility and turnover, which reflects a manager's quality of security selection and tax awareness.
- Have an established and seasoned management team o the historical track record must be attributed to the current management team for the evaluation of their ability and the likelihood of continued success.
- Rank highly within their peer group, which indicates that a manager can succeed relative to other managers in a similar style.

- Possess industry-related accreditation, i.e., CFA, PHD, Master's Degree, which implies an understanding of economic concepts and their impact on portfolio management techniques.

Please find the LTAM ICS Investment Manager Annual Due Diligence Checklist & Questionnaire on pages 46-49 of this proposal.

f. Describe your firm's in-house technical and research capabilities. Are outside sources used by the firm on a regular basis? Describe your credit review process.

While we firmly believe in a long-term approach to investing, we do not subscribe to a "buy and hold" philosophy. Rather, we take steps to adjust portfolios, recognizing that it is important to be proactive, without compromising the integrity of the underlying strategy of a given model. With our long-term framework in place, our focus is then three-fold: start with strategic asset allocation, consider macro-economic conditions, and implement tactical portfolio changes.

Our investment committee employs a complete team approach in which each investment committee member is product agnostic and required to oversee all asset classes. We believe this philosophy strengthens our team approach, so each team member is familiar with all aspects of the portfolio.

The Investment Committee meets on at least a weekly basis to review the market, investments, and the status of client portfolios. Our investment research would encompass both proprietary and third-party information. Each of our analysts are responsible for, but not limited to, investment manager research, performance evaluation, performance attribution analysis, manager evaluation and due diligence. They also conduct daily due diligence on current and prospective managers

g. What percentage of your research is conducted in-house? Describe your research capability.

As previously mentioned, our investment research would encompass both proprietary and third-party information. LTAM subscribes to multiple research platforms and economist research. Each week, we summarize each piece of research into our Economist Scale. This is an aggregate research tool that LTAM has developed to track the asset class sentiment (domestic equities, international equities, fixed income, etc.) of each economist and research platform. We use the economist scale to help build our client's long-term strategic asset allocation, as well as make tactical shifts throughout the year.

For manager searches and ongoing due diligence, we utilize Bloomberg and Morningstar Direct. These systems contain industry leading information and give us the ability to measure performance, conduct detailed statistical analyses and assess risk on over 21,100 separate account managers, mutual funds, ETFs, hedge fund managers and other types of securities. Manager information on Bloomberg and Morningstar is updated monthly and we rely on these systems to verify the validity of manager data.

We do not maintain an in-house database and in addition to the managers that we regularly track and recommends in portfolios, due diligence is performed on the entire universe of managers at least annually, to ensure that we have the best managers at our client's disposal. By nature of the Bloomberg and Morning Star Direct systems, we can perform completely unbiased due diligence on nearly every manager in the industry and thus select what we consider to be the best in breed investment managers.

On an ongoing basis LTAM will monitor the managers weekly and even meet with managers in person or on conference calls as well as at industry conferences. Over the years we have developed relationships with these managers that allow us to negotiate costs on larger portfolios and allow for more customization.

h. What technical analysis (if any) do you use?

Studies examining investment portfolios over time found that asset mix — the combination of money market, income, and growth investments — accounts for more than 90% of a portfolio's return over the long term. In other words, the allocation of investments to each asset class is far more important than the selection or timing of

individual investments. Although the mix between equities and fixed income, broadly defined, is typically the most important asset allocation decision, proper diversification requires that a portfolio be allocated among several distinct asset classes including alternative investments. Within the broad equity asset class, examples of "sub-asset classes" would include large capitalization equities, small capitalization equities, domestic equities, and foreign equities. Within the broad fixed income asset class, sub-set classes vary according to maturity/duration (e.g., short, intermediate, long-term); type of issuer (e.g., government, corporate, municipal); and credit quality.

Our method of creating the investment objective allocation is to do "back-testing" to approximate how the portfolio might have performed over a given period. In order to back-test the investment objective allocation, we assign an index to represent each sub-asset class in the allocation over the past 10 years and then create a blend of those indices reflecting the relative weightings of the sub-asset classes in order to create a target allocation. The target allocation is determined by a variety of economic factors and current market conditions relative to the asset allocation ranges created by back testing the investment objectives. The target allocations can change on an annual basis based on current economic factors, market conditions and updated back testing as time periods change.

i. What role does interest-rate forecasting play in your portfolio management strategy?

We tend to not let one economic data point take precedent in our asset allocation process. We review the last ten years of data history with the mindset that the last decade is more relevant to the anticipated decade as opposed to using the entire history of the market.

Strategies are rebalanced according to the current market conditions in order to capitalize on unique investment opportunities, while never steering away from an original foundation that accounts for the combination of risk and time. This flexibility allows clients to participate in economic conditions that may be more favorable for one asset class than for others.

j. How will you handle fluctuating cash?

The underlying foundation of our investment philosophy is the construction of a globally diversified portfolio based on strategic asset allocation. Strategic asset allocation is a strategy that divides up a portfolio among major asset classes (equities, bonds, cash equivalents, and alternative investment vehicles) in proportions that are consistent with an investor's long-term financial goals and objectives, establishing a "base policy mix". This mix of assets is based on expected rates of return and risk for each asset class.

Our tactical overlay essentially helps us determine which areas to under or over-weight based on market conditions. We will recommend a portfolio change where we can either reduce the risk in the portfolio or potentially add a higher rate of return, given a certain level of risk. In stepping through this process, we can easily handle cash needs or deploy cash if we confirm that an excess is in the account.

k. Describe the ongoing daily investment procedures proposed for the PID, including procedures for trades, security choice, controls, etc., and how you will provide liquidity.

Given the ever-changing state of the economy, we believe in the benefit of liquid investments over illiquid investments. Our preference would be to invest 100% of the portfolio into liquid holdings to have better flexibility in making investment decisions for PID, however, we would consult with the Investment Committee on the goals and requirements to ensure that we are providing what we believe to be the highest quality investments possible and meeting all of the committee's qualifications.

The custodian NFS, is responsible for:

- execution, clearance, and settlement of securities transactions.
- preparing and delivering periodic statements of your account and transaction confirmations; and
- custody (safekeeping), receipt and delivery of funds and securities.

Fidelity Investments is one of the world's largest providers of financial services, with assets under administration of \$7.4 trillion, including managed assets of \$2.7 trillion, as of March 31, 2019.

National Financial is an independent company, unaffiliated with Ladenburg Thalmann & Co., Inc. National Financial is a service provider to Ladenburg Thalmann & Co., Inc. There is no form of legal partnership, agency affiliation, or similar relationship between your financial advisor and National Financial, nor is such a relationship created or implied by the information herein. National Financial has not been involved with the preparation of the content supplied by Ladenburg Thalmann & Co., Inc. and does not guarantee, or assume any responsibility for its content. Ladenburg Thalmann & Co., Inc. offers securities and is a Member NYSE, NYSE_MKT, FINRA, all other principal exchanges and SIPC.

We are fully prepared to assist with all audit requests, as needed. Several current clients hold alternative investments in their portfolios, and we have always been able to obtain the necessary data in a timely manner.

I. How frequently would you suggest your staff meet with the Investment Committee or staff? Who will attend these meetings?

Heidi Elick and LTAM would be available for all formal meetings and ad hoc performance or service-related requests. On at least a quarterly basis, LTAM visit the Investment Committee in person, if requested, to review the portfolio. During our firm's quarterly portfolio review with the board, we would discuss performance, evaluate any possible changes to investment objectives, and answer any questions that may arise. We are also available to accommodate additional in person meetings as requested or via telephone or video conference call when requested or preferred.

Partnership is the highest level of client relationship achievable, and we feel that it is important for our clients to have direct access to LTAM as the portfolio manager. We are also committed to educating clients on the investments in the portfolio as well as the economy. As such, we offer industry materials on best practices and deliver periodic on-site training presentations to educate the investment committee and board of directors on their fiduciary duties. We believe it is important for the investment committee to be available for any requests, via electronic communication, telephone, or video conferencing as necessary.

7. Reporting

a. Describe the investment accounting and reporting system used by your firm.

Heidi Elick would leverage LTAMs performance reporting through Black Diamond. Performance can be monitored daily online and is updated at the close of day. Black Diamond performance reports are available quarterly online in PDF format approximately 10 business days after the end of the quarter. Performance reporting can be fully customized to any preferred criteria; however, a typical performance report includes a comparison between the portfolio's performance and the performance of the portfolio's benchmark. It also includes a breakdown by percentage of the asset classes in the portfolio and those asset classes' performance over the reporting period. Additionally, the report includes the most current market value and its gain/loss over the reporting period.

b. Describe the frequency and format of reports that you would provide to the PID. Attach a sample.

On at least a quarterly basis, we would review the portfolio with PID board. During our firms' quarterly portfolio review with the board, we would discuss performance, evaluate any possible changes to investment objectives, and answer any questions that may arise. We are also available to accommodate any special reports or additional in person meetings as requested or via telephone or video conference call when requested or preferred.

c. What performance benchmarks would you suggest for this portfolio? Provide recommendations regarding performance benchmarks for a portfolio like that of the PID. What experience has the firm had in developing benchmarks for public operating portfolios?

Each manager has a stated benchmark they follow, and we measure them against that benchmark. For example, a large cap value manager is measured against a large cap value index i.e., Russell 1000 value. This is done as part of our internal due diligence process. Our quarterly performance reports include a comparison to the industry standard S&P 500 (equity index) and Barclays Govt/Credit (fixed income index), but we also run analyses showing any benchmarks the Board would like to see including customized to your stated investment policy objectives.

LTAM uses the following indexes for each asset class:

- Cash & Cash Equivalents: *Lipper Money Market Index*
- Fixed Income: *Barclays Capital Government/ Credit Index*
 - Municipal Bond: Barclays Municipal Index
 - Government Agency: Barclays 1-3 Year Government Index
 - High Quality Taxable: Barclays Intermediate Government/ Credit
 - Municipal Bond: Barclays Municipal Index
 - Fixed Short: Barclays 1-3 Year Government Index
 - Core Fixed Income: Barclays Intermediate Government/ Credit
- Equity: *Standard & Poor's 500 Stock Index*
 - Large Cap Core: Russell 1000 Index
 - Large Cap Growth: Russell 1000 Growth Index
 - Small Cap Growth: Russell 2000 Growth Index
 - Small Cap Blend: Russell 2000 Index
 - Mid Cap Growth: Russell Midcap Growth Index
 - Large Cap Value: Russell 1000 Value Index
 - Mid Cap Value: Russell Midcap Value Index
 - Socially Responsible: Russell 3000 Index
- International: MSCI EAFE Gross Index
- Alternative: *Credit Suisse Hedge Fund Index*
- Balanced: *Vanguard Balanced Index*
- Emerging Markets: *MSCI Daily Total Return Net EM US*

For manager searches and ongoing due diligence, we utilize Bloomberg and Morningstar Direct, as these include a broader range of managers than those being used by current clients. These systems contain industry leading information and give us the ability to measure performance, conduct detailed statistical analyses and assess risk on over 21,100 separate account managers, mutual funds, ETFs, hedge fund managers and other types of securities. Manager information on Bloomberg and Morningstar is updated monthly and LTAM relies on these systems to verify the validity of manager data.

8. Fees

a. Provide the complete fee schedule that would apply to this account. Are fees charged in arrears?

PID would be charged a flat annual advisory fee of 0.70% for the investment consulting and discretionary investment management of the portfolio. The annual fee is calculated on the net value of assets and charged in advanced on a quarterly basis. The fee includes the advisory services and portfolio management provided by Heidi Elick and LTAM, additional investment management services by the included separate account managers in the portfolio, as well as all custodial, trading, and administrative services provided by National Financial Services.

b. What additional expenses not covered through the fee structure will be expected to implement your investment advisory services?

There are no additional fees to be charged as a result of performing services related to conducting meetings, travel or modifying IPD's Investment Policy, asset allocation analysis, conducting manager searches or implementing advisory services.

9. Additional Information

a. Briefly describe any additional features, attributes, or conditions which PID should consider in selecting your firm. Describe any other services your firm can provide.

In working with Paradise Irrigation District, Heidi is uniquely positioned to provide local, hands-on support to the district with respect to their investment needs. As a long-standing member of the community, Heidi takes great pride in providing holistic financial planning and money management services to her institutional and retail client-base in the local community. Heidi is an Independent Registered Representative working for one of the largest

Independent Registered Investment Advisory Firms, giving her a range of flexibility in product selection and pricing structures to offer her customer base.

Heidi lived in Paradise in the 1970s as a child, returning to the Ridge in 1999 because she yearned for the area's natural surroundings and friendly people. She worked as a Financial Planner for Financial Institutions in Chico before relocating to Paradise to help clients affected by the Camp Fire. Heidi's primary focus is helping individuals facing tough times in the community and helping them move forward with a personalized investment approach. Providing informed, objective, and tailored guidance with a rare level of personal attention is what sets LTAM apart and is the foundation on which we build and sustain lifetime, multi-generational relationships. Our commitment to doing what is in our clients' best interest enables us to build trust and develop a more meaningful dialogue that will result in more focused, effective solutions.

"My heart is in Paradise, and I knew I needed to return here—rather than work from Chico— so I opened Ridge Financial Planning," she says. "People here are facing tough times—many have suffered great financial loss and a complete change in their retirement planning or the value of their home. Others might soon receive financial settlements that, invested well, can give them comfort for years to come. The people living here are working hard to succeed and thrive once again; my experience and knowledge can help them as I partner with them with personalized investment advice that will help them move forward.

Our strong partnerships with institutional clients have also led the firm to design programs specifically for the continuous education of not only the organization's board or investment committee, but also the beneficiaries of the foundations themselves. An example of this is a current university endowment that LTAM manages in Georgia. Not only does LTAM serve as investment consultant and manager to the endowment and holds investment-related meetings with the university's board of directors, but they also run regular educational seminars for board members and university students on investment management topics and sponsors educational events to get students engaged and interested in finance at an early age.

b. Provide a copy of your firm's most recent ADV Part II as on file with the SEC.

Please find the most recent copy of our ADV Part II as on file with the SEC starting on page 121 of this proposal. We have also included a copy of the FORM ADV for Ladenburg Thalmann Asset Management Inc starting on page 79.

c. Provide any contract language your firm requests or requires to be included in a contract for this service.

Please find a copy of our ICS Wrap fee program brochure on page 145 and a copy of the Client agreement on pages 165 of this proposal, along with a copy of the above questions most recent ADV Part II.

d. Describe your firm's business continuity plan, how often it is updated, and what assistance would be available to the government.

Please find a copy of our business continuity plan on page 179 this proposal for details on how often it is updated, and what assistance would be available to the government.



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July 30, 2021

Ms. Mikey Rich
Assistant District Manager
Paradise Irrigation District
6332 Clark Road
Paradise, California 95969

RE: The Private Bank Proposal for Investment Management and Philanthropic Services

Dear Ms. Rich,

Thank you for inviting The Private Bank to submit a proposal for Paradise Irrigation District. We have enclosed our proposal and supporting materials. We recognize you have a choice of many financial service firms to manage your assets. As you read our proposal, we hope you will see what sets The Private Bank apart from others:

- **Fiduciary Approach:** As a fiduciary, we are required to put our clients' goals and interests before our own. Our fiduciary duty represents the highest degree of trust and confidence.
- **Focus on Nonprofits:** We have the experience and proven history of providing financial guidance and strategic advice to nonprofits to pursue their philanthropic vision which dates back over 100 years and includes thousands of nonprofit and foundation clients.
- **National and Local Support:** Your team consists of national investment and philanthropic experience, combined with a local team. Stacey Axtell, Financial Advisor, Wells Fargo Advisors; Tyler Flanigan, Senior Investment Strategist, The Private Bank; and Tammy Wallenstein, Senior Philanthropic Specialist, The Private Bank. We will work diligently with the board to create a customized, comprehensive solution that supports your current goals and long-term mission. .
- **Active Investment Approach:** Tyler Flanigan will actively manage your account by providing daily portfolio oversight, tactical and strategic asset allocation, and extensive manager analysis and selection, while maintaining portfolio compliance with your guidelines and investment policy.
- **Comprehensive Philanthropic Advisory Services:** In addition to our investment and administrative services, our offering includes a dedicated Philanthropic Specialist who can consult with the board on governance issues, spending policy, educational trainings, and ongoing consulting support.
- **Economies of scale:** You benefit from the breadth and depth of investment consulting, investment management, and institutional custodian services offered by Wells Fargo.

Our role as discretionary investment managers is to balance risk and return, while helping the board to understand their fiduciary duties. Discretionary management helps investment managers to quickly act and react, as needed, within the construct of your investment policy statement by implementing your strategic goals with decisive tactical shifts, while taking the agreed upon amount of risk. The board also benefits from the comprehensive philanthropic advisory services to strengthen its capacity and enhance your development capabilities.

Thank you for your consideration of The Private Bank's Philanthropic Services. We feel strongly that we are uniquely qualified to help Paradise Irrigation District, and we welcome the opportunity to present our capabilities in more detail. As questions and/or additional requests for information arise, please feel free to contact me.

Respectfully submitted,

Tyler Flanigan
Vice President, Senior Investment Strategist
The Private Bank

The Private Bank

Philanthropic Services and
Investment Management Proposal for

Paradise Irrigation District

July 2021

Investment and Insurance Products are:

- Not Insured by the FDIC or any Federal Government Agency
- Not a Deposit or Other Obligation of, or Guaranteed by, the Bank or Any Bank Affiliate
- Subject to Investment Risks, Including Possible Loss of the Principal Amount Invested

THE PRIVATE BANK OFFERS PRODUCTS AND SERVICES THROUGH WELLS FARGO BANK, N.A., MEMBER FDIC, AND ITS VARIOUS AFFILIATES AND SUBSIDIARIES. WELLS FARGO BANK, N.A. IS A BANK AFFILIATE OF WELLS FARGO & COMPANY.

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Wells Fargo Relationship Team Contact Information

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¹ Brokerage services are offered through Wells Fargo Advisors. Wells Fargo Advisors is a trade name used by Wells Fargo Clearing Services, LLC, Member SIPC, a registered broker-dealer and separate non-bank affiliate of Wells Fargo & Company.

Proposal Assertions

Confidentiality statement

Information contained in this document is proprietary and submitted with the understanding that it will not be used for purposes other than the evaluation of our qualifications without the prior written consent of The Private Bank.

USA Patriot Act statement

Wells Fargo complies with the USA Patriot Act and the regulations issued thereunder. Under this legislation, Wells Fargo is required to obtain and verify information to confirm the identity of any individual or business opening a Wells Fargo account including name, address, and documentation such as annual reports; government issued business licenses; or partnership agreements.

Legal advice statement

Wells Fargo & Company and its affiliates do not provide legal or tax advice. In limited circumstances, tax advice may be provided by Wells Fargo Bank, N.A. Please consult your legal and/or tax advisors to determine how this information, and any planned tax results may apply to your situation at the time your tax return is filed.

Information and proposal life statement

Any information and pricing contained in this document is valid for six months from the date obtained, unless otherwise agreed to by The Private Bank.

Business acceptance contingency

Final acceptance and ultimate approval to provide the services set forth in this document are contingent upon the receipt of all required governing documents and the satisfactory resolution of any document related, regulatory, or legal issues. Please note that we cannot hold proceeds from the issuance or sale of municipal bonds because Wells Fargo Investment and Fiduciary Services division is not a registered municipal advisor.

Wells Fargo thanks you for this opportunity to provide information regarding our services.

Executive Summary

Your Wells Fargo team is uniquely qualified to support Paradise Irrigation District ("PID"). As a Fiduciary, we will structure the services discussed in this proposal around your needs, not ours. Our success will be measured by the achievement of your mission. Our philanthropic clients consistently tell us that we provide the competitive advantages listed below.

(1) Discretionary Investment Management - Supporting Good Stewardship

The Private Bank provides discretionary investment management. Responsible stewardship of those dollars is required under our fiduciary duties. Your team leverages our proprietary analysts and risk management systems to both identify potential opportunities and mitigate possible risks, within the context of the Board-approved Investment Policy.

The Private Bank seeks to be transparent by using an open-architecture approach through which we are able to provide our clients with access to world-class third-party asset managers, in addition to our own proprietary strategies. We embrace both active and passive strategies. Our role as a fiduciary prohibits financial incentive to invest in our proprietary funds, and we do so only if it aligns to your Investment Policy Statement and is in the best interest of PID.

***Benefit to PID:** We seek to enhance stewardship of your assets by supporting board (and committee) fiduciary duties of care and loyalty in order to help PID use resources wisely. Our commitment to independence and transparency can help support your board and committee's fiduciary duty of loyalty to always act with integrity in PID's interests, avoid conflicts of interest, and manage costs. We have a duty to put your interests ahead of Wells Fargo's, and will always do what is best for PID.*

(2) Fiduciary Role

Wells Fargo, with the support of the Office of the Comptroller of the Currency, holds itself to a high standard of conduct. This includes standards of due diligence in our investment management offerings and the segregation of client assets from bank assets. Your Wells Fargo relationship team understands and operates under these fiduciary obligations and can provide the board and committee information to help board members better understand their own fiduciary duties.

***Benefit to PID:** We understand your responsibility as a fiduciary of a nonprofit organization, and our services are tailored to help you fulfill that responsibility.*

(3) Nonprofit Best Practices and Governance Consulting

Recognizing the challenges and diverse responsibilities that staff and board members assume, your Wells Fargo team is prepared to assist you with individualized consulting services. Our consulting takes the form of education, training, and information designed to help board members and staff understand their respective roles and responsibilities.

Wells Fargo & Company's vast resources and experienced professionals are available at each stage of your organization's growth and development. We are able to:

- Furnish a dedicated nonprofit consultant to provide value-added advice and proficiency;
- Create or review an Investment Policy Statement, spending policy, and/or conflict of interest policy;
- Facilitate discussions for board retreats, major donor strategy, or marketing; and
- Lead conversations with major donors about complex giving strategies, planned giving, and/or gifts of complex assets.

***Benefit to PID:** We are prepared to assist with policy development and major donor strategies.*

(4) Depth of Resources – Local Team and Quality of Service

Because of our size and resources, we are able to provide PID with a team of local dedicated professionals who have many years of experience in both investment and philanthropic services. Our range of resources allows PID to have a wide variety of investment options, a strong Wells Fargo & Company team to support the organization, and a commitment to a high level of personalized service.

***Benefit to PID:** As a client of Wells Fargo, you have access to a broad universe of investment options, world-class managers, and economic research. A local team approach means we are available to meet with the*

board on a regular basis to present investment/economic reviews and answer any questions, while providing customized philanthropic support.

(5) Social Impact Investing (SII) – Alignment of Values

Our Social Impact Investing Strategies are managed by industry thought leaders with more than 20 years of experience managing socially responsible strategies. The Social Impact Investing strategies aim to provide clients with investments that blend traditional Socially Responsible Investing practices with a disciplined analysis of Environmental, Social, and Governance (ESG) factors, offering a truly integrated approach to social and sustainable investing. Many of our nonprofit clients are focused on socially responsible issues and like the idea of their investments aligning with their mission and values. These investment strategies are provided as part of our asset management fee, without additional cost to you, which creates fee efficiencies for you. Moreover, there is now overwhelming data refuting the belief that you sacrifice return with responsible ESG. Nonprofit boards are now considering whether it is a risk not to pursue ESG investing.

Benefit to PID: *If requested, we will work with PID to establish specific goals and coordinate efforts with analysts to ensure these goals are appropriately screened, implemented and monitored within the overall investment management strategy.*

(6) Comprehensive Transparent Fee

The Wells Fargo Short Term Asset Management Fee Schedule structure is based on a percentage of the assets under management. The fee includes discretionary investment management, fiduciary administration, advice, education, custody and reporting. If Wells Fargo proprietary funds are utilized, the management fees are reduced. There are no other fees or charges for any expenses Wells Fargo will incur such as travel or meeting expenses (meals, document duplication, shipping charges, etc.).

Benefit to PID: *You will know what you will be paying in fees. The Private Bank will only be compensated on the Asset Management Fee ensuring the elimination of conflicts. If additional services are needed from Wells Fargo, such as banking services, additional fees may apply.*

(7) Commitment to Community – Supporting Impact and Success

Wells Fargo & Company is firmly committed to the idea that we can make a material difference in the quality of life in the communities in which we do business - for our customers, our team members, and our shareholders. Year after year, we have consistently been among the largest corporate donors in the country. In 2020, Wells Fargo donated a total of \$475 million in charitable giving to help address food insecurity, small business support, housing stability and other urgent community needs.

On March 20, 2020 the Wells Fargo Foundation directed \$175 million in charitable donations to help address food, shelter, small business, and housing stability issues and to help public health organizations fighting to contain the spread of COVID-19. In addition, at a national level the company is providing:

- \$1 million to Feeding America to support its 200 member food banks as they work to feed people during this time of crisis.
- \$1 million for the CDC Foundation to meet emerging needs, including additional support for state and local health departments, global response, and other necessities.
- \$250,000 to the International Medical Corps for its work in more than 30 countries, with more than 7,000 public health workers deployed across the globe. A majority of the funding will be allocated for local market response, including supporting local public health authorities and addressing community-specific needs in the coming months.
- Advocacy for vulnerable groups and help mitigating the impact of COVID-19 – signed a pledge along with 90 other companies
- Paycheck Protection Program (PPP) – We were proud to participate in the Paycheck Protection Program (PPP) and funded 194,000 loans totaling over \$10.5 billion. We helped smaller businesses through this program with 61% of our loans being for amounts less than \$25,000, 84% of loans going to companies that had fewer than 10 employees, and 90% for businesses with less than \$2 million in annual revenue. In addition, 41% of loans went to companies in low-to-moderate income areas or at least 50% minority census tracts.

- We voluntarily donated the approximately \$420 million in fees from the PPP loans to create the Open For Business Fund, which provides support to struggling small businesses impacted by COVID-19. We deployed \$85 million in 2020 and will continue to deploy these funds through 2022.

Commitment to Diversity, Equity & Inclusion

While this has always been of importance to Wells Fargo, the calls for racial justice in 2020 reinforced the urgency of working to create a company culture with broad representation in who we are, how we think, and how we make decisions. Throughout 2020 and 2021, we have announced our expanded commitments in these areas and a few highlights are listed below:

- Our Operating Committee members will be evaluated on their progress in increasing diverse representation at senior levels, and these evaluations will have a direct impact on year-end compensation decisions.
- In November 2020, we welcomed Kleber Santos as head of Diverse Segments, Representation and Inclusion. Kleber sits on the Operating Committee reporting directly to the CEO, Charlie Scharf, and is responsible for leading efforts to advance all aspects of diversity, equity and inclusion at our company and in the marketplace, including partnering with line of business CEOs to deliver products and services specifically designated to meet the needs of our diverse customer base.
- We added the concept of equity to our diversity and inclusion efforts in recognition of the systemic and structural challenges in our society that have contributed to disparities that exist today.
- In the US, we are requiring a diverse slate of candidates – and a diverse interview team – for most roles with direct compensation of more than \$100,000 per year.
- We are committed to significantly increasing Black leadership over the next five years.
- We are continuing to work with historically Black colleges and universities (HBCUs), and Hispanic-serving institutions (HSIs), to identify talent and build engagement through our University Programs team.
- We are sustaining our diverse supplier program and exploring opportunities with diverse asset managers and other business partners.
- Wells Fargo has invested in 11 Minority Depository Institutions in 2021 as part of a \$60 million pledge and a commitment to foster growth in Black and African American communities.

Benefit to PID: Wells Fargo & Company has a track record of supporting our communities. Wells Fargo leadership has stated that it is important we lead these initiatives in our communities for our customers and our employees

Firm Background and Organization

- a. **Describe the organization, date founded, and ownership of your firm. Has your firm experienced a material change in organizational structure, ownership or management during the past three years and, if so, please describe.**

Wells Fargo & Company was founded in 1852, is a leading financial services company that has approximately \$1.9 trillion in assets, and proudly serves one in three U.S. households and more than 10% of all middle market companies and small businesses in the U.S. We provide a diversified set of banking*, investment and mortgage products** and services, as well as consumer and commercial finance, through our four reportable operating segments; Consumer Banking and Lending; Commercial Banking; Corporate and Investment Banking; and Wealth and Investment Management. Data as of March 31, 2021.

* Deposit products offered by Wells Fargo Bank, N.A. Member FDIC.

** Residential mortgages offered through Wells Fargo Home Mortgage, a division of Wells Fargo Bank, N.A. Equal Housing Lender.

Wells Fargo & Company is a publically traded company (NYSE: WFC).

Effective October 21, 2019, Charles W. Scharf was named Wells Fargo's Chief Executive Officer (CEO), President, and Member of the Board. Mr. Scharf is an experienced leader and joins Wells Fargo from Bank of New York Mellon, where he was Chairman and CEO. Prior to his role at BNY Mellon, he was CEO of Visa, Inc.

Mr. Scharf has announced several changes to our organization so our leaders have clear authority, accountability, and responsibility. These changes create the right structure to build our businesses over the long term and increase our ability to successfully execute on our top priority, which is the risk, regulatory, and control work. These changes would not have a material adverse impact on Wells Fargo's ability to provide the services requested in this RFP. Senior leadership and all Team Members are committed to being the best we can be — for each other, our customers, our communities, and our shareholders. We have the will and the drive to build a better Wells Fargo, every day.

Effective February 11, 2020, Wells Fargo & Company made an organizational structure change to five lines of business. These include:

- Consumer & Small Business Banking, led by Mary Mack
- Consumer Lending, led by Michael Weinbach
- Commercial Banking, led by Perry Pelos
- Corporate & Investment Banking, led by Jonathan Weiss
- Wealth & Investment Management, led by Barry Sommers

- b. **Describe any other business affiliations. Describe your firm's policy on soft dollars.**

Wells Fargo & Company consists of 12 business divisions: 1) Chief Operating Office; 2) Commercial Banking; 3) Consumer and Small Business Banking; 4) Corporate and Investment Banking; 5) Corporate Risk; 6) Finance; 7) Human Resources; 8) Internal Audit; 9) Legal; 10) Public Affairs; 11) Technology; 12) Wealth and Investment Management.

The Wealth and Investment Management (WIM) division within Wells Fargo & Company provides a full range of personalized wealth management, banking, and investment products and services to clients across U.S. based businesses, as well as its various affiliates and subsidiaries including Wells Fargo Advisors, and The Private Bank.

Within The Private Bank, **Philanthropic Services**, a dedicated business unit in support of philanthropic planning and nonprofit organizations, offers investment management, comprehensive administrative services, and nonprofit advisory services designed to help meet the challenges of nonprofit management. The Philanthropic Services team is staffed with over 100 professionals who are skilled, knowledgeable and experienced in their fields and have a thorough understanding of the needs, objectives, organizational characteristics, and regulatory requirements of the nonprofit sector.

We have an established history in the financial services marketplace, having offered nonprofit and philanthropic services to our clients and the organizations they have funded for over 100 years. In fact, we were one of the first in the banking industry to have a focused, dedicated service in support of philanthropic planning and nonprofit organizations after the passage of landmark tax reform legislation in 1969, which marked the beginnings of the modern trend in philanthropic financial services.

Soft Dollars

Wells Fargo may receive research paid for by "soft dollar" credits from executing broker/dealers on securities transactions as permitted in Section 28(e) of the Securities and Exchange Act of 1934. Not all research generated may be useful to each account for which a particular transaction was made. In exchange for those research services, an account may pay somewhat higher commissions for the securities transaction than commissions obtainable on a non-soft dollar basis. In instances where a service includes both a research component and a non-research component, Wells Fargo pays the non-research portion in "hard dollars."

The types of products, research or services Wells Fargo obtains with "soft dollars" includes various quotation services with real time, options, and exchange pricing information on various indices; information on current versus historical equity spreads, risk/return analysis, analytical reports, financial statements, charting, graphics and screening of fundamental data, economic and political data. Wells Fargo determines in good faith that the commissions are reasonable in relation to the value of the brokerage and research provided.

c. Describe the firms' sources of revenue, categorized by retail and institutional accounts.

Wells Fargo & Company generated \$72.3 billion in revenue in 2020.

Consumer Banking and Lending	\$34.0 billion
Commercial Banking	\$9.7 billion
Corporate and Investment Banking	\$13.8 billion
Wealth and Investment Management	\$14.5 billion
Corporate (1)	\$3.5 billion
Reconciling Items (2)	-\$3.2 billion

Wealth and Investment Management accounted for 20% of the firm's overall revenue. This percentage includes a diverse mix of revenue generated by various products and services including investment management and consulting services.

- (1) All other business activities that are not included in the reportable operating segments have been included in Corporate. Corporate includes corporate treasury and enterprise functions, net of allocations (including funds transfer pricing, capital liquidity and certain expenses), in support of the reportable operating segments, as well as our investment portfolio and affiliated venture capital and private equity partnerships. Corporate also includes certain lines of business that management has determined are no longer consistent with the long-term strategic goals of the Company, including our student loan and rail car leasing businesses, as well as previously divested businesses.
- (2) Taxable equivalent adjustments related to tax-exempt income on certain loans and debt securities are included in net interest income, while taxable equivalent adjustments related to income tax credits for low-income housing and renewable energy investments are included in noninterest income, in each case with corresponding impacts to income tax expense (benefit). Adjustments are included in Corporate, Commercial Banking, and Corporate and Investment Banking and are eliminated to reconcile to the Company's consolidated financial results.

d. Is your firm a registered investment advisor under the Investment Advisor's Act of 1940 as amended?

Wells Fargo Bank, N.A. is not a registered investment advisor and is not regulated by the SEC. It is a regulated national bank with trust powers. Wells Fargo provides investment management and trust services pursuant to the fiduciary powers under 12 United States Code 92(a) granted by the Office of the Comptroller of the Currency (OCC). Therefore no Forms ADV I and II are included.

Banks may conduct limited securities activities without registering with the Securities and Exchange Commission (SEC) as a broker-dealer. Wells Fargo conducts investment and fiduciary activities

pursuant to trust and fiduciary sections under the Security Exchange Act of 1934 rules 3(a)4 and 3(a)5 and Regulation R. These services have been deemed "traditional banking activities" and are functionally regulated by bank regulators as they are not considered broker-dealer "securities activities".

e. Describe any SEC, FINRA, or regulatory censure or litigation involving your firm or its employees within the past three years.

At this time, no one on the proposal team has been involved in any litigation or regulatory reviews.

At any given time, an organization the size of Wells Fargo may be involved in legal proceedings or regulatory reviews, some or all of which may be confidential in nature. To the extent any litigation is required to be reported, it is disclosed in Wells Fargo's SEC filings and is a matter of public record.

Wells Fargo's most recent periodic reports filed with the SEC can be accessed through this link: <https://www.wellsfargo.com/about/investor-relations/filings/>.

Wells Fargo & Company is vigorously addressing our historical shortcomings through many methods. We are actively restructuring our company to build out our risk and control infrastructure; we have made significant changes to senior leadership both internally and with the bank's Board of Directors; and we have set clear priorities to build the proper foundation for how the company will operate as well as changing the culture where necessary. Our Operating Committee reporting directly to the CEO closely manages, monitors, and is accountable for this continued work.

f. Did you, or will you, pay a finder's fee to any third party for business related to this account? Specify the recipients of any fee.

No.

g. Outline the errors and omissions (professional liability) and fidelity bond coverage your firm carries. Provide a valid, current Certificate of Insurance.

Wells Fargo Bank, N.A. is insured under the enterprise-wide insurance programs of Wells Fargo & Company, including the following coverage:

Coverage: Professional Liability

Limits: \$100,000,000 per claim

Insurer: National Union Fire Insurance Company of Pittsburgh, PA

Coverage: Financial Institutions Bond

Limits: \$100,000,000 per claim

Insurer: National Union Fire Insurance Company of Pittsburgh, PA

Coverage: Security, Privacy and Multimedia Liability

Limits: \$100,000,000 per claim

Insurer: National Union Fire Insurance Company of Pittsburgh, PA

Evidence or Professional (Errors & Omissions) Liability Coverage is included as **Exhibit I**.

h. Identify the types of accounts primarily sought by your firm.

Nationally, the Wells Fargo Philanthropic Services group works with the following types of nonprofit organizations:

- | | |
|---|---|
| ▪ Schools, Foundations and Universities | ▪ Cultural organizations |
| ▪ Churches and religious organizations | ▪ Community foundations |
| ▪ Hospitals, senior healthcare centers, and medical centers | ▪ Corporate foundations/Quasi-foundations |
| ▪ Social welfare organizations | ▪ Associations |
| ▪ Individual & Family Philanthropy
(Private Foundations, Charitable Trusts, Donor Advised Funds) | |

Experience

a. **Describe your firm's experience in managing fixed income portfolios for public funds and governmental entities.**

The Short Term Asset Management (STAM) team provides customized fixed income solutions which are suitable for investors who don't need daily liquidity on 100% of their money. STAM portfolios aim to provide a higher yield than other short-duration investments, such as checking, savings, and money market accounts, while still seeking to preserve capital. The minimum for this type of account is \$5 million.

The STAM team actively manages short-duration, taxable, and tax-exempt fixed income portfolios with more than \$25 billion in assets under management.

- Each portfolio is individually constructed and managed to meet each investor's unique objectives.
- STAM utilizes a dedicated team of fixed income research professionals.
- Our team partners with the fixed income trading desk, while maintaining localized trade execution.
- STAM follows disciplined risk management and compliance procedures.
- Clients have direct access to STAM portfolio managers, enabling personalized strategies to meet continually changing needs.

b. **What is your firm's experience in developing policies and portfolio management guidelines for government portfolios?**

We view the development and periodic reviews of the Investment Policy Statement (IPS) as an interactive process in which clients are actively engaged. The IPS is critical in defining how assets will be invested to support your mission and spending policy. We do not believe there are hard rules that dictate the investment structure that is appropriate for all clients; rather, each IPS is a unique document based on the client's specific objectives to include its spending policy. Therefore, we will work with you to assist/educate in writing, refining an Investment Policy Statement and to develop the appropriate asset allocation and spending policy that is appropriate for you.

We guide the investment policy discussion for our clients by considering each of the key elements of an investment policy statement, which are:

- **Asset Allocation** – defines allowable asset classes, the target allocation of each asset class, and the allowable ranges around the target for each asset class.
- **Risk/Return Objectives** – defines the organization's willingness and ability to take risk and is the framework for the asset allocation strategy, the most significant determinant of the investment portfolio's returns.
- **Liquidity** – the spending policy and the availability of desired cash flow from the portfolio need to be considered; if a total return strategy is chosen to generate necessary liquidity, it is important to understand the potential impact to future returns when assets need to be sold for liquidity at a time when asset values may be low.
- **Rebalancing** – provides guidelines for rebalancing the portfolio when the actual asset allocation deviates from the defined targets. A rebalancing policy adds discipline to the investment process.
- **Investment Vehicles and Guidelines** – defines approved investments and the target percentage for each, and guidelines for each investment vehicle (e.g.; maximum exposure to a single company, credit quality guidelines for a fixed income portfolio).
- **Responsibility** – defines the responsibilities of the investment manager, board members, Trust Advisory Board and/or staff, including language that tracks the Uniform Prudent Management of Institutional Funds Act (UPMIFA).
- **Performance Objective** – defines performance objectives for the investment program and the investment managers and establishes benchmark parameters.

- **Socially Responsible Screens** – defines the exclusion or inclusion of specific values in portfolio construction.
- **Other** – the policy can include any other important guidelines or practices unique to the organization.

We recommend that the investment policy statement include provisions of applicable state laws such as the Uniform Prudent Management of Institutional Funds Act, and that it articulates an understanding of the fiduciary roles of both the board and Wells Fargo Wealth Management. We can assist the Investment Committee in integrating applicable state laws which will acknowledge and incorporate the following issues:

- Duty of Care with Investments;
- Duty of Loyalty;
- Duty to Manage Costs; and
- Duty to Diversify (except in special circumstances)

In addition to the investment policy statement, we will also work with your organization to develop or modify other key documents integral to the management of your assets such as:

- Spending Policy
- Conflict of Interest Policy
- Gift Acceptance Policy

c. Does your firm receive any other form of additional compensation (including soft dollars) for the client transactions aside from the direct fee paid by clients?

No.

Please refer to our response regarding soft dollars included in our response to question b on page 9.

d. Provide the number and types of accounts, total asset value, and composition of portfolios currently being managed by your firm.

Philanthropic Services oversees and administers more than 6,000 nonprofit and philanthropic relationships nationwide that total more than \$27 billion in assets (public and private) as of December 31, 2020.

Nationally, Philanthropic Services group works with the following number of client accounts:

	Number of Accounts	Assets
Private Foundations	5,059	\$15,416,682,095
Endowments	2,299	\$7,942,642,282
Charitable Gift Annuitants	6,638	\$260,646,773
Pooled Income Fund	29	\$8,935,843
Charitable CRT/CLT	2,248	\$3,247,753,622
Donor Advised Fund	1,121	\$637,295,798
Total	17,394	\$27,513,956,413

Note: The numbers provided are number of accounts, not number of clients. Data as of December 31, 2020.

Personnel

a. Identify and provide background information on the key person or personnel who take the most active role(s) in the administration and management of the firm.

Charles W. Scharf is Chief Executive Officer and President, and a member of the Board of Directors of Wells Fargo & Company.

Some members of senior management are listed on the following page:

- Michael Santomassimo, Senior EVP and Chief Financial Officer.
- Barry Sommers, Senior EVP, CEO of Wealth and Investment Management.
- Scott E. Powell, Senior EVP, Chief Operating Officer.
- Kleber R. Santos, Senior EVP, Head of Diverse Segments, Representation & Inclusion and Interim Head of Human Resources

Their biographies can be found at the following webpage along with additional senior leadership:
https://www.wellsfargo.com/about/corporate/executive_officers/

- b. **Identify the investment professionals (portfolio managers, analysts, and researchers) employed by your firm, by classification, and specify the average number of accounts handled by portfolio managers. Are there any established limits on accounts or assets under management?**

The Private Bank has 143 Investment Strategists.

The Wells Fargo Investment Institute ("WFII") provides superior investment research, strategy, manager research and publications to help our investment professionals construct portfolios. Through WFII, Wells Fargo has built a transformational, world class, global investment research and strategy organization offering the best talent and thinking in the industry. WFII combines teams from a broad range of backgrounds to help build and implement plans that are appropriate for their clients. These teams are comprised of 165 experienced professionals focused on investment strategy, asset allocation, manager research, portfolio management, and alternative investment research.

Divisions of WFII as of 01/15/2021

Global Investment Strategy ("GIS") provides strategic investment research for what is happening now and preparing for what may be on the horizon both strategically and tactically. Asset allocation strategies can assist with building and maintaining a portfolio. The team consists of 21 professionals with an average of 20 years of industry experience.

Global Manager Research ("GMR") team provides in-depth research on investment strategies so that financial professionals can build investment solutions designed to help pursue clients' financial goals. GMR has 50 professionals across the globe with an average of 14 years industry experience.

Global Alternative Investments ("GAI") analysts and strategists provide qualified, sophisticated investors alternative investment strategies to potentially improve a portfolio's risk and return characteristics. The team consists of 18 professionals with an average of 20 years industry experience.

Global Portfolio Management ("GPM") team combines asset allocation guidance and investment research recommendations to provide our financial professionals with portfolio strategies that can help meet clients' investment objectives. The team consists of 17 professionals with an average of 22 years industry experience.

Global Investment Strategy (GIS), Global Alternative Investments (GAI), and Global Manager Research (GMR) are divisions of Wells Fargo Investment Institute, Inc. (WFII). Global Alternative Investment Services, Inc. is a registered broker-dealer that acts as placement agent for certain funds and provides wholesaling support services to GAI. Wells Fargo Investment Institute is a registered investment advisor and wholly-owned subsidiary of Wells Fargo Bank, N.A., a bank affiliate of Wells Fargo and Company.

Wells Fargo utilizes a team-based service model. The team is dedicated to meeting each client's needs and Wells Fargo is dedicated to providing the highest level of customer service. The maximum number of client relationships for each strategist varies, and depends on several factors such as the type, size, and complexity of the relationships.

- c. **Provide resumes and biographical information on key investment professionals that will be directly involved in the decision-making process for the portfolio. Include the number of years at your firm, total years of experience, and professional licenses and designations. Include the number of accounts managed and any limits on this.**

Stacey C. Axtell, First Vice President – Investments, Financial Advisor, Wells Fargo Advisors¹ will serve as the Relationship Manager for the Paradise Irrigation District.

Tyler Flanigan

Senior Vice President, Senior Investment Strategist, The Private Bank

Tyler Flanigan is an Investment Strategist for the Sacramento region of Wells Fargo Wealth Management. As part of investment management, Tyler works with clients to create asset allocation strategies and build portfolios to help meet clients' investment objectives while managing risk.

Tyler joined Wealth Management as an Investment Manager in 2013 working in Austin, Texas. While there, Tyler's primary responsibilities included providing investment management services to individuals and families with Special Needs Trusts, Financial Advisor relationships and Non-Resident Aliens throughout the world.

Prior to joining Wells Fargo, Tyler worked as an equities and derivatives trader at Charles Schwab in Austin, Texas, and a Registered Investment Advisor for Park Avenue Securities. He has been in the investment & financial services industry since 2009.

Mr. Flanigan earned his Bachelor of Business Administration in Marketing from Texas State University in San Marcos.

Tamara Wallenstein

Vice President, Senior Philanthropic Specialist, The Private Bank

Tami Wallenstein serves as vice president and senior philanthropic specialist in Northern California and Reno for Wells Fargo Philanthropic Services within The Private Bank. Wells Fargo Philanthropic Services helps charitable individuals, families, and nonprofit organizations work toward their unique goals by providing specialized advisory services.

Ms. Wallenstein helps individuals and families to define and achieve their charitable objectives as part of their overall wealth plans. This may include gift and tax planning, multigenerational planning, estate planning, and the creation and management of donor advised funds, private foundations, charitable trusts, and other charitable planning strategies. She also works extensively with nonprofit organizations, where she advises in the areas of gift planning, endowment management, board governance, and other management issues. Ms. Wallenstein collaborates with her clients and their other advisors to leverage their resources to maximize the impact of their philanthropic activities.

Prior to joining Wells Fargo, Ms. Wallenstein was the Associate Endowment Director at Jewish Family and Children's Services and Planned Giving Officer for the San Francisco Jewish Federation. Prior to that, she worked as an estate planning attorney in New York.

Ms. Wallenstein earned a Bachelor of Arts from Barnard College, Columbia University, and her JD from Brooklyn Law School. She is the Secretary of the Northern California Planned Giving Council and a member of the East Bay Estate Planning Council.

- d. **Describe your firm's training and education efforts to keep portfolio managers informed of developments relevant to government investment managers.**

The Wells Fargo Investment Institute ("WFII") provides superior investment research, strategy, manager research and publications to help our investment professionals construct portfolios. Through WFII, Wells Fargo has built a transformational, world class, global investment research and strategy organization offering the best talent and thinking in the industry.

- e. **Has there been any turnover of professional staff in the firm in the last three years who were assigned to public sector clients?**

With 255,982 employees currently, we are unable to provide this number.

Assets Under Management

- a. **Summarize your institutional investment assets under management.**

Wells Fargo Wealth & Investment Management (WIM) administers over \$2 trillion in client assets¹ including nearly \$174 billion in deposits, and has more than \$81 billion in loans. Data as of April 14, 2021.

¹ Total WIM Client assets represents client assets held in Wells Fargo Advisors, and The Private Bank businesses. Assets include deposits and Wells Fargo fund holdings.

Philanthropic Services oversees and administers more than 6,000 nonprofit and philanthropic relationships nationwide that total more than \$27 billion in assets (public and private) as of December 31, 2020.

- b. **Summarize your assets under management (institutional only) over the past five years and average assets per client.**

Philanthropic Services Year-End Nonprofit Assets under Management

December 31, 2020	\$27.5 billion
December 31, 2019	\$26.0 billion
December 31, 2018	\$23.2 billion
December 31, 2017	\$25.8 billion
December 31, 2016	\$23.4 billion

The average assets are \$7 million per client.

- c. **Provide relevant performance statistics on a comparable portfolio and compare with industry averages or benchmarks for the last one, three, five, ten-year periods and/or since inception. Note whether these performance statistics are reported based on GIPS (Global Investment Performance Standards) formerly known as AIMR (Association for Investment Management and Research).**

Please refer to **Exhibit II** for performance information.

- d. **List comparable or most representative governmental clients. Identify the nature of the funds and provide a contact name and number for each.**

Client confidentiality is very important to Wells Fargo & Company and to our clients. In order to protect our clients' privacy, we do not provide Representative Client lists.

Wells Fargo's Policy regarding Disclosure & Confidentiality of Account Information states: "All information concerning an Investment & Fiduciary Services account, including the existence of the account, its terms and value, and the identity of the trustor or principal and beneficiaries, is confidential and shall be used solely for the purpose of the proper administration of the account."

- e. **How many accounts have you gained in the last 12 months? How many accounts have been lost in the last 12 months and why?**

We do not compile statistics on the number of clients gained or lost. Since the trust powers of Wells Fargo Bank, N.A. reside within The Private Bank, statistics related to the number of clients gained or lost is impacted by circumstances beyond the control of The Private Bank. For example, many trust

appointments managed by The Private Bank may terminate due to the terms of the governing document(s).

Investment Management Approach and Discipline

a. Briefly describe your firm's investment management philosophy, including your approach to managing governmental portfolios.

We employ an open architecture investment platform, which includes a full range of traditional investment strategies such as domestic and international equities, fixed income and a wide range of alternative strategies for institutional investors. As investment managers, we source and monitor proven money managers to help achieve competitive returns. We use Wells Fargo's size and scale (i.e. buying power) to access the lowest cost share classes of most investments for our clients. In addition, we also use our buying power to negotiate lower sub-advisor fees on behalf of our clients where third party separate account managers are utilized. Importantly, due to our size, Wells Fargo has access to portfolio managers/strategies which may not be available to smaller organizations.

Our philosophy centers around principles of philanthropic investing we believe can help our clients successfully attain their goals. In our experience, a nonprofit organization may enhance the chance of reaching its goals and delivering on its mission if it follows these principles:

The mission matters

An investment strategy should align with the clearly defined goals of the organization. It is important to understand that the mission can be reflected directly within the organization's investment portfolio. Socially responsible screening and impact investing are two examples in which clients can embody the organization's mission in the decisions made around investment strategy.

Understand cash-flow needs

In our experience we find it critical that any decisions regarding investment policy and strategy be rooted in the cash-flow needs of the organization, including capital needs. These needs and how they will be addressed should be documented through a well-constructed spending policy.

The importance of time horizons

An investment time horizon is more than a perpetuity or a fixed dissolution date. It also incorporates the different timelines for each of the organization's philanthropic goals. Understanding when these objectives need to be met is crucial to determining the appropriate asset allocation mix in the organization's investment portfolio and the overall investment risk that can be taken.

Design the appropriate asset allocation

We believe that strategic asset allocation is one of the most important investment decisions you can make. According to the "Strategic Asset Allocation & Other Determinants of Portfolio Returns" study completed by The Private Bank in November 2011, we found that strategic asset allocation accounts for close to 80 percent of an investment portfolio's variability of returns. While asset allocation cannot eliminate the risk of fluctuating prices or uncertain returns, based on these findings, we believe that without the appropriate strategic mix of assets, it is much harder to accomplish financial goals.

Aim for consistent returns through diversification

A significant feature of an appropriate investment plan is a thoughtful diversification strategy. While diversification does not guarantee a profit or protect against loss, a well-constructed diversification strategy may help the organization achieve more consistent investment returns over time. We advocate using our four-asset class approach, fully diversifying portfolios across sectors, capitalizations and geographies.

Understand the risks in the portfolio

It is important that organizations take an inventory of the major risks that could have an impact on their portfolios beyond simply variability of returns. We have identified a number of risks and categorized them into systematic, style, and structural risks. This helps our clients to quantify the myriad of risks present and tailor the portfolio to their unique constraints.

Build discipline and process into sustainable stewardship practices

We encourage organizations to develop a disciplined investment process to help reduce the likelihood that they are reactive when making investment-related decisions. We suggest achieving this through a well-constructed Investment Policy Statement, portfolio rebalancing on a consistent basis, employing tactical asset allocation shifts, and effective manager due diligence.

b. How frequently do you formulate and review fixed income strategy? How is that carried out and who is involved?

The Short Term Asset Management (STAM) team follows a disciplined investment and credit process to build highly-diversified portfolios. STAM is supported by the Fixed Income Strategies Research Team, which brings extensive research capabilities to the portfolio management process. This additional resource further strengthens the STAM team's ability to identify investment opportunities for investors.

c. What are the primary strategies for adding value to portfolios (e.g., market timing, credit research, trading)?

The STAM team utilizes proprietary credit research including a full team of 6 analysts with an average of 20 years' experience. Trading is done through our own institutional trade desk allowing for better size and pricing. Portfolios are built around predictable income, principal protection, and access to liquidity—while taking into account the macro factors that drive asset returns. Key criteria in this management include analyzing absolute level of interest rates, slope of the yield curve, credit spreads, market volatility & prepayments. We continually monitor each portfolio for adherence to guidelines.

d. How are portfolios managed (e.g. by team, individual manager)? What is the back-up when the manager is away?

The portfolios are managed by a team and back-ups are readily available.

e. What oversight is provided to portfolio managers?

The Short Term Asset Management team leverages the depth and breadth of experience of Wells Fargo Investment Institute (WFII), which provides unique insights into the capital markets to help inform investment guidance.

f. Describe your firm's in-house technical and research capabilities. Are outside sources used by the firm on a regular basis? Describe your credit review process.

The Wells Fargo Investment Institute (WFII) Global Manager Research (GMR) group maintains a proprietary research database to track meetings with managers, material events, and its view on various aspects of strategies that the firm recommends, that have been recommended, or have been considered as prospects. The GMR team of over 50 analysts are ultimately responsible for gathering, verifying, updating, and maintaining all data on past, current, and prospective investment managers. GMR is organized in a collaborative, tiered structure with separate asset class working groups (Alternatives, Equities, Fixed Income, and Real Assets) forming the base of the organization. GMR also has specialized working groups for a variety of topics including: operational due diligence, tax impact, sustainable investing, passive investments, and data analytics.

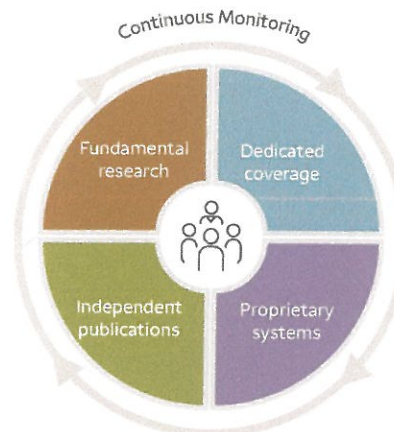
GMR research has access to numerous tools, frameworks, and resources, both third-party and proprietary, which includes (but is not limited to): Morningstar Direct, Bloomberg, Factset, Tamale, RiskOptics, tax impact potential framework, ESG analysis assessment framework, Due Diligence Vault, and M-REF).

g. What percentage of your research is conducted in-house? Describe your research capability.

In addition to helping manage risk, the Fixed Income Strategies Team's dedicated research capabilities assist the STAM team in identifying potential opportunities for your portfolio. 100% of research is conducted in-house.

The Fixed Income Research Team consists of 6 analysts with an average of 20 years of experience.

- Fundamental credit-based research—integration of fundamental and qualitative analysis
- Dedicated coverage—sector coverage for taxable securities and state coverage for tax-exempt securities
- Proprietary systems—*Credit Tracker* and Liquidity Scoring systems
- Independent publications—*State Scorecard Reports*, *At Risk Report*



h. What technical analysis (if any) do you use?

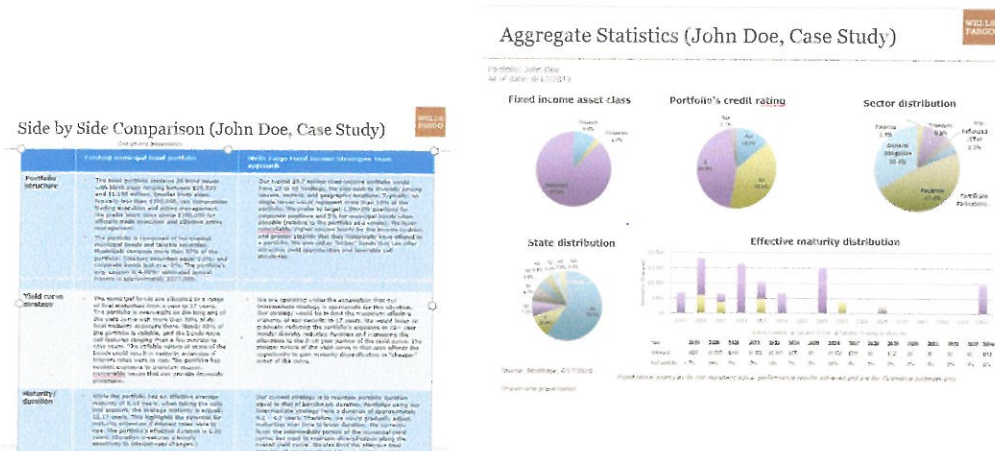
The Wells Fargo Investment Institute provides in depth overviews of technical analysis for tactical allocations across asset allocations. It would be important to note this will be less applicable for a full fixed income portfolio with significant restrictions.

i. What role does interest-rate forecasting play in your portfolio management strategy?

A portfolio diagnostic review can help quantify how your fixed-income assets will respond to interest-rate fluctuations and help identify potential opportunities and risks.

It includes:

- Sensitivity/scenario analysis
- Side-by-side analysis
- Portfolio recommendations



j. How will you handle fluctuating cash?

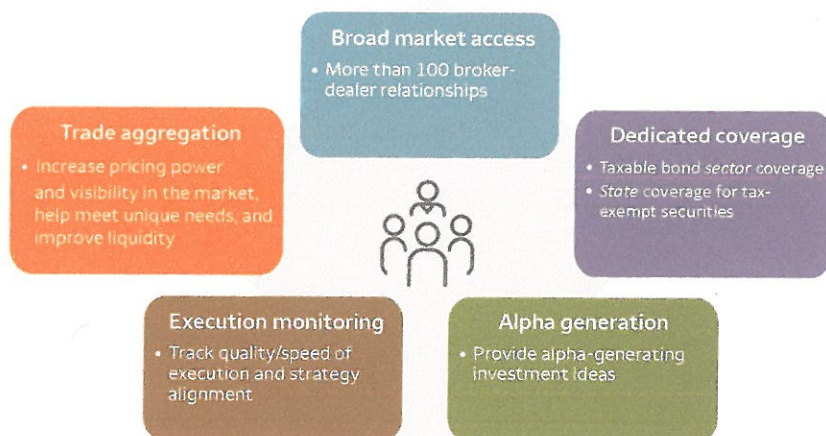
The strategy provides full liquidity within two business days. Cash as it comes in will immediately be held in a money market type of instruments. Fluctuating cash balances based on the needs of the organization will require frequent communication between the managing team and the Investment Strategist.

k. Describe the ongoing daily investment procedures proposed for the PID, including procedures for trades, security choice, controls, etc., and how you will provide liquidity.

By nature of its scale and approach, the Fixed Income Trading Team has access to institutional-like supply and pricing to help enhance your portfolio's yield and total-return potential.

Fixed Income Trading Team

Twelve specialists with an average of 21 years experience



l. How frequently would you suggest your staff meet with the Investment Committee or staff? Who will attend these meetings?

We would recommend meeting with the Paradise Irrigation District quarterly; however, we will customize the schedule as needed. We are flexible and accommodating on the amount of time we need to present in order to fit in with the Investment Committee's other agenda items. The quarterly meetings generally include a market overview, portfolio review, and philanthropic conversation. The relationship team will make itself available and participate in ad hoc meetings and any requests for services or information between meetings.

Members of the relationship team are always available for phone conferences, Zoom meetings, and face-to-face meetings. All team members are accessible via telephone and electronic mail. There are no additional charges for additional meetings.

Reporting

a. Describe the investment accounting and reporting system used by your firm.

The Private Bank currently uses Trust 3000, a product of SEI Corporation. Trust 3000 is a complete trust accounting and investment system with fully automated securities movement and control linked directly to the Depository Trust Company (DTC). Trust 3000 offers investment management functionally through a number of integrated products and sub-systems that supports investment accounting, client administration, portfolio analysis, and trade order processing for both domestic and global securities processing.

Performance Reporting

PerformanceIQ is a performance measurement system offered by Informa, which provides a web browser-based application for performance analysis. With PerformanceIQ, investment managers have the ability to analyze portfolio performance at the account class level (top-down) and the underlying asset level (bottom-up). This tool provides drill-through analytics across multiple asset classifications and helps investment managers understand the key drivers of performance.

Account information, transactions information, and asset holdings information are extracted from Wells Fargo's accounting system. PerformanceIQ calculates monthly rates of return using the Modified Dietz formula in most situations. The Modified Dietz method measures the historical performance of an investment portfolio in the presence of external flows such as cash or securities transfers (in or out of the portfolio). Net of external flows, a gain or a loss is divided by the average capital held over the time period being measured. Beginning and ending market values are calculated based on trade date accounting and include accrued interest and income.

PerformanceIQ utilizes a monthly, time-weighted rate of return, which takes into consideration the cash flows that occur during the month and more evenly distributes the effect of the flow. This method does not require daily valuations. Instead, it uses the beginning and ending market values for the period and weights each cash flow by the amount of time it is invested.

- b. **Describe the frequency and format of reports that you would provide to the PID. Attach a sample.**

Each month Paradise Irrigation District will receive an account summary reflecting asset and transaction details, typically mailed on the 6th day after month end. Additionally, every quarter you will receive a performance report illustrating historical and quarterly performance for your portfolio as compared with the appropriate indices. Performance information is typically available to the staff by the 10th business day after month end.

A sample client statement is included as **Exhibit III** and a sample performance report as **Exhibit IV**.

- c. **What performance benchmarks would you suggest for this portfolio? Provide recommendations regarding performance benchmarks for a portfolio like that of the PID. What experience has the firm had in developing benchmarks for public operating portfolios?**

Wells Fargo selects benchmarks consistent with the existing investment policy for each nonprofit client. As a firm, Wells Fargo has the ability to choose from a complete range of industry-standard market indices and create customized benchmarks at the asset class or portfolio level. If not specified in the client's investment policy statement, Wells Fargo chooses specific benchmarks for each individual manager based on the investment style of that manager, determined through benchmark correlation and holdings-based analysis. Custom benchmarks are created based on the composition of the aggregate portfolio to provide an appropriately weighted index that measures overall portfolio results.

Fees

- a. **Provide the complete fee schedule that would apply to this account. Are fees charged in arrears?**

Our fee structure is based on a percentage of the assets under management. The fee will include **discretionary investment management, fiduciary administration, advice, education, custody and reporting**.

Portfolio Tiers	Annual Rate	Annual Rate on Proprietary Funds
First \$5,000,000	0.35%	0.25%
Next \$5,000,000	0.30%	0.20%
Next \$5,000,000	0.25%	0.15%
For balances over \$15,000,000	0.20%	0.10%

The fees for Wells Fargo are collected on a monthly basis and charged in arrears.

This comprehensive fee includes advice and consulting services shown here.

Investment Management Services include:

- Investment planning, including review of financial documentation, transition strategies and investment statements
- Asset allocation strategies and portfolio construction using a disciplined, goals-based approach
- Investment selection, monitoring and periodic formal reviews
- Management of strategies to hedge downside risk in a portfolio
- Daily investment of principal and income cash
- Investment reporting, including periodic cash, asset and portfolio statements
- Reallocation and rebalancing of portfolio as necessary
- Access or use of fixed income and socially responsible strategies

Philanthropic Advisory Services include:

- Assistance with Investment Policy Statement, Spending Policy, Gift Acceptance Policy
- Sharing best practices and current trends from a large network of like organizations
- Collaboration on workshops, outreach, and donor events
- Board and staff training on governance, fundraising, planned giving
- Consulting on real estate gifts or other complex assets or gift arrangements
- Specific strategy planning for key donor prospects
- Workshops for donors and key volunteers on creative giving opportunities
- "White Papers" specific to nonprofit interests and issues

Administrative Services include:

- Custody of assets and fiduciary recordkeeping
- Compliance with regulations governing nonprofit organizations
- Regular administrative account reviews
- Clear and comprehensive client statements
- Online account viewing access

The complete *Wells Fargo Short Term Asset Management Fee Schedule* is included in the Appendix as ***Exhibit V***.

b. What additional expenses not covered through the fee structure will be expected to implement your investment advisory services?

There are no other fees or charges for any expenses Wells Fargo will incur such as travel, meeting expenses (meals, document duplication, shipping charges, etc.).

Additional Information

a. Briefly describe any additional features, attributes, or conditions which PID should consider in selecting your firm. Describe any other services your firm can provide.

As a discretionary investment manager, we assist you with your Investment Policy Statement ("IPS"), manager selection and monitoring, as appropriate, investment operations and administration, and asset/liability modeling, as needed. Our investment managers, along with our Philanthropic Services team, have extensive experience serving the needs of nonprofits.

The standard services below, provided at no additional charge, are examples of how we can add measurable value to PID. We believe that the following features, individually and collectively, distinguish Wells Fargo from our competitors:

Discretionary Investment Management Services

- Investment planning, including review of financial documentation, and transition strategies.
- Asset allocation strategies, portfolio construction using a disciplined approach based on your goals.
- Investment selection, monitoring, and periodic formal reviews.

- Investment management strategies that seek to address the unique issues of nonprofits.
- Investment and performance reporting, including cash, asset and portfolio statements.
- Tracking and analysis of corporate reorganizations and other capital changes.
- Reallocation and rebalancing of portfolio as necessary.
- Social Impact Investing strategies.

Custody and Administrative Support

- Custody of assets and fiduciary recordkeeping.
- Compliance with regulations governing nonprofit organizations.
- Regular administrative account reviews.
- Clear and comprehensive client statements.
- Online account viewing access (for both banking* and investment accounts) available through Wells Fargo's Commercial Electronic Office ("CEO®")
- Performance analytics including account class level and underlying asset level.

* Deposit products offered by Wells Fargo Bank, N.A. Member FDIC.

Philanthropic and Governance Advice

- Assistance with Investment Policy Statement, Spending Policy, Gift Acceptance Policy.
- Sharing best practices and current trends from a large network of like organizations that we serve.
- Governance review (all policies), which includes monitoring of regulatory requirements, updates and guidance.
- Education and guidance on Uniform Prudent Management of Institutional Funds Act ("UPMIFA").
- Fiduciary board and/or committee training and education as it relates to their governance roles.
- Monitoring of regulatory requirements, updates and guidance.

Best Practices

- The investment team is available to provide an overview of investments for new board members or be part of an orientation process for new board members.
- **Utilize a Communications and Work Plan to organize** regular communications between Wells Fargo teams and nonprofit executives and staff to share ideas, address questions, provide market or trend updates, prepare for board meetings.
- Facilitate small group forums/roundtable discussion events that include similar nonprofit clients fostering idea sharing, trends, and practices.

Nonprofit Thought Leadership

The Philanthropic Services team and other specialists within The Private Bank produce materials covering strategic issues in nonprofit management, trends and best practices. This has recently included research and strategy sessions on the following topics, among others:

- "White Papers" specific to nonprofit interests and issues.
- Information related to Financial Accounting Standards Board (FASB) liability.
- Tax legislative updates.
- Regulatory changes.
- Strategy sessions to improve work with board members, committees, staff.
- Investment principles for nonprofit investing.
- Information related to planned giving and other fund raising programs.

Education Opportunities for Board and Staff

Wells Fargo Philanthropic Services offers ongoing education and training to fiduciaries, board members, and/or committees as it relates to their governance roles. These services can include the following:

- Board and staff trainings
 - Sharing best practices and trends to help navigate the nonprofit sector in light of the pandemic
 - Understanding fiduciary responsibilities of the board
 - Increasing social impact with environmental, social and governance factors
 - Reviewing board governance and organizational policies, as well as mission and vision statements, case statement, and strategic fundraising plan
- Resources to increase investment acumen and understanding of markets for investment committee and finance board
- Quarterly economic outlook and investment portfolio reviews
- Access and insights through thought-leadership publications
- Invitations to exclusive conference calls and events
- Global perspective through Wells Fargo Investment Institute
- Focus on risk analysis

b. Provide a copy of your firm's most recent ADV Part II as on file with the SEC.

Wells Fargo Bank, N.A. is not a registered investment advisor and is not regulated by the SEC. It is a regulated national bank with trust powers. Wells Fargo provides investment management and trust services pursuant to the fiduciary powers under 12 United States Code 92(a) granted by the Office of the Comptroller of the Currency (OCC). Therefore no ADV Part II is included.

Banks may conduct limited securities activities without registering with the Securities and Exchange Commission (SEC) as a broker-dealer. Wells Fargo conducts investment and fiduciary activities pursuant to trust and fiduciary sections under the Security Exchange Act of 1934 rules 3(a)4 and 3(a)5 and Regulation R. These services have been deemed "traditional banking activities" and are functionally regulated by bank regulators as they are not considered broker-dealer "securities activities".

c. Provide any contract language your firm requests or requires to be included in a contract for this service.

A sample copy of the Wells Fargo Service Agreement for Nonprofit/Tax Exempt Entity is included as **Exhibit VI**.

d. Describe your firm's business continuity plan, how often it is updated, and what assistance would be available to the government.

Like all regulated U.S. financial institutions, Wells Fargo is required to plan for resuming business in the event of interruption. Contingency planning is part of our normal, ongoing business practice. Wells Fargo has in place measures such as back-up generators at our operations centers, back-up data center arrangements, redundant means of communications, and a comprehensive set of Business Continuity Plans for our organization. These measures are designed to address business interruptions as a result of natural causes (e.g., earthquake or weather-related events), technology or infrastructure problems (e.g., power outages and telecommunications failures), or disasters (e.g. building fires, terrorism). The object of business continuity planning is to provide continuous service, and to meet business and legal obligations to clients if a business interruption occurs within Wells Fargo.

Our preparations for catastrophic and/or operational failures are an ongoing process. To protect our database, Wells Fargo performs systems backup procedures daily. In addition, on a weekly and monthly basis, back-up copies are stored at an off-site storage facility. Annual calendar and year-end system backup copies are permanently maintained at an off-site facility. Wells Fargo also has the ability to switch to separate computer hardware, should our existing system experience problems. Our system resides in a multi-CPU complex which would allow us to continue processing should

anything happen to our primary computer. Additionally, Wells Fargo has complete copies of service applications stored at an off-site facility as part of our disaster recovery plan.