



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, APRIL 20, 2022 – 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

- (Pg. 5-7) 2. **AB 361 and Remote Meeting Guidance:** Adopt Resolution No. 2022-07 Re-Authorizing Remote Meetings Consistent with AB 361. *Action may be taken. (Roll Call Vote)*

3. **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.

4. **PRESENTATION: ACWA Joint Powers Insurance Authority:** Presentation by Patricia Slaven, JPIA Director of Human Resources and Administration, to highlight the refund check issued to Paradise Irrigation District under the ACWA Joint Powers Insurance Authority Rate Stabilization Fund. *Informational item only.*

5. **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. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (California Government Code section 54957 (b)). District Manager

- c. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (California Government Code section 54957 (b). Assistant District Manager
- d. CONFERENCE WITH LABOR NEGOTIATORS (California Government Code section 54957.6):
 PID Labor Negotiator: Tom Lando, District Manager
 Employee Organizations: General Unit represented by IBEW Local 1245
 Management Unit represented by Teamsters Local 137

6. ANNOUNCEMENT FROM CLOSED SESSION

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

(Pg. 8-11)
(Pg. 12)

- a. Approval of Meeting Agenda Order
- b. Approval of Minutes – Regular Meeting of March 16, 2022
- c. Approval of Minutes – Special Meeting of April 12, 2022

8. TREASURER'S UPDATE:

(Pg. 13-17)

- a. **Treasurer's Report:** Review and acceptance of the Treasurer's Report for the period ending March 31, 2022. *Action may be taken.*

(Pg. 18-24)

- b. **Expense Approval Report:** Approval of General Fund Check Numbers 57557 through 57635 for the month of March 2022 totaling \$1,749,018.73 exclusive of voided check numbers 57619, 57624, and 57627, and authorization of a similar amount allowing or adjusting for extraordinary budget or Board approved items during the month of April 2022. *Action may be taken.*

(Pg. 25-43)

9. PID STAFF & CONSULTANT REPORT UPDATES: Verbal and written report updates from staff and consultants. *Information item only.*

(Pg. 25-26)

(Pg. 27-30)

(Pg. 31)

(Pg. 32-35)

(Pg. 36-37)

(Pg. 38-43)

- a. Options Study Update
- b. Strategic Plan Progress Report
- c. Customer Service Activity Report
- d. Field Operations Staff Report
- e. Water Treatment Plant Staff Report
- f. Engineering Reports
- g. Water Supply Recovery Program Update: Progress update provided by Water Works Engineers
- h. Post Fire Disaster Public Assistance & Recovery Management Services Update: Verbal update provided by Nicole Maddox – Aptim Environmental & Infrastructure.

10. UNFINISHED BUSINESS – None to report

11. NEW BUSINESS:

(Pg. 44-50)

- a. **Paradise Lake Progress Report:** Informational update provided by Dan Efseaff, District Manager, Paradise Recreation and Park District on management and operations at Paradise Lake for recreation. *Information item only.*

- b. **Paradise Welcome Sign – Consider Participation** (Tom Lando / Mickey Rich): Authorization to provide approval of the PID Logo to be included on the Paradise Welcome Sign for a 5-year commitment and total cost of \$1,100.00. *Action may be taken.*

(Pg. 51-53)

- c. **Meter Installation & Service Lateral Replacement Phase 2 Project – Recommendation** (Water Works Engineers): Authorization to approve the expansion of the Meter Installation & Service Lateral Phase 2 Project by up to 25%, authorizing the District Manager to execute a contract amendment with RCI General Engineering not to exceed \$4,419,186.00, and an additional 10% contingency funding totaling \$441,918.60. *Action may be taken.*

- (Pg. 54-66) d. **Disaster Recovery Management Services Agreement – Amendment 5** (Tom Lando / Water Works Engineering): Authorization to provide approval of Amendment 5 and direct Staff to increase Water Works Engineers contract not-to-exceed amount to \$7,370,624.00 for disaster recovery engineering services being provided under the original Agreement dated March 14, 2019. *Action may be taken.*
- (Pg. 67-70) e. **Almond Street Main Replacement Project – Notice of Completion & Acceptance** (Water Works Engineering): Authorize the District Manager to make the final payments to Santos Excavating in the amount of \$200,258.34, release the \$37,977.35 retention in 45 days, and file the project's Notice of Completion and Acceptance with the office of the Butte County Clerk-Recorder. *Action may be taken.*
- (Pg. 71-76) f. **Financial Analysis - Bartle Wells Associates - Additional Consulting Budget Authorization** (Tom Lando): Authorization to approve the change of Scope of Work Amendment and increase the contract not-to-exceed amount with Bartle Wells Associates from \$60,000 to \$75,000. *Action may be taken.*

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

13. **ADJOURNMENT OF MEETING**

CONSENT CALENDAR
REGULAR MEETING
PARADISE IRRIGATION DISTRICT
BOARD OF DIRECTORS

WEDNESDAY, APRIL 20, 2022 – 6:30 PM

- A. APPROVAL OF MEETING AGENDA ORDER
- B. APPROVAL OF MINUTES – REGULAR MEETING OF MARCH 16, 2022
Action Requested: Approve Minutes for the regularly scheduled meeting of the Board of Directors on March 16, 2022.
- C. APPROVAL OF MINUTES – SPECIAL MEETING OF APRIL 12, 2022
Action Requested: Approve Minutes for the special meeting of the Board of Directors on April 12, 2022.



Paradise Irrigation District

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DATE: April 14, 2022
TO: Board of Directors
FROM: Tom Lando, District Manager
Georgeanna Borrayo, Board Secretary
SUBJECT: AB 361 Compliance – Brown Act/COVID-19 Teleconference and
Remote Meeting Requirements
04/20/2022 Board of Directors Meeting

Background:

The Board of Directors adopted Resolution No. 2021-15 (Authorizing Remote Meetings Consistent with AB 361) on October 20, 2021, making the required findings of emergency and social distancing measures and authorizing remote meetings pursuant to Government Code section 54953, paragraph (e). The resolution lapses every 30 days. Therefore, subsequent resolutions re-authorizing remote meetings need to be adopted at least every 30 days to remain in effect, and were previously adopted by the Board on the following dates:

- November 17, 2021 (Resolution No. 2021-16)
- December 15, 2021 (Resolution No. 2021-17)
- January 6, 2022 (Resolution No. 2022-01)
- January 19, 2022 (Resolution No. 2022-02)
- February 16, 2022 (Resolution No. 2022-04)
- March 16, 2022 (Resolution No. 2022-05)
- April 12, 2022 (Resolution No. 2022-06)

Adopting the resolution does not prohibit the public from attending meetings in person. Public attendance will be determined by the Board based on current conditions and health and safety considerations.

In September of 2021, California Legislature and Governor Gavin Newsom enacted AB 361, "Open Meetings: State and Local Agencies: Teleconferences." The bill amends Government Code section 54953 and clarifies Brown Act Requirements regarding remotely-attended public meetings as outlined in the following resolution.

If the Board desires to adopt the following subsequent resolution re-authorizing remote meetings, the recommended form of motion is:

"I move to adopt Resolution 2022-07 Re-Authorizing Remote Meetings Consistent with AB 361."

Budgetary Impact: None

Attachments: (1)

- Resolution No. 2022-07 (Re-Authorizing Remote Meetings Consistent with AB 361)

RESOLUTION NO. 2022-07 (**SUBSEQUENT**)

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PARADISE IRRIGATION DISTRICT RE-AUTHORIZING REMOTE MEETINGS CONSISTENT WITH AB 361

WHEREAS, the Paradise Irrigation District (“District”) is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of Paradise Irrigation District’s legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District’s legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote participation in meetings by members of a legislative body by audio or video or both, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition of remote meetings is a declaration of a state of emergency by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, the Board of Directors previously adopted a Resolution, Number 2021-15 on October 20, 2021, finding that the requisite conditions exist for the District’s legislative bodies to conduct remote meetings without compliance with paragraph (3) of subdivision (b) of section 54953; and

WHEREAS, as a condition of extending the use of the provisions found in section 54953(e), the Board of Directors must reconsider the circumstances of the state of emergency; and the Board of Directors has done so; and

WHEREAS, emergency conditions persist in the District, specifically, on March 4, 2020 the Governor proclaimed State of Emergency to exist in California due to the COVID-19 pandemic, which proclamation is still active; and

WHEREAS, state and local officials have recommended social distancing measures, including masks, to slow the spread of COVID-19 and contagious variants, and to protect the vulnerable and immunocompromised members of the community; and

WHEREAS, the Board does hereby find that the state of emergency continues to directly impact the ability of members to meet in-person; and

WHEREAS, as a consequence of the state of emergency and recommended social distancing measures, the Board of Directors does hereby find that the legislative bodies of Paradise Irrigation

District shall continue to conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

WHEREAS, the public may attend meetings and comment by calling in or by using the Zoom platform as described in meeting agendas.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF PARADISE IRRIGATION DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Re-ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020.

Section 3. Remote Teleconference Meetings. The District's General Manager, Secretary, and legislative bodies are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, continuing to conduct open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 4. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) 30 days from adoption of this Resolution or (ii) such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the District's legislative bodies may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the Board of Directors of Paradise Irrigation District, this ____ day of _____, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

PARADISE IRRIGATION DISTRICT:

Georgeanna Borrayo
Secretary, Board of Directors

Shelby Boston
President, Board of Directors

MINUTES

REGULAR MEETING BOARD OF DIRECTORS PARADISE IRRIGATION DISTRICT MARCH 16, 2022

The regular meeting of the Board of Directors of the Paradise Irrigation District (PID) was called to order at 6:30 p.m. by President Shelby Boston, followed by the Pledge of Allegiance to the Flag of the United States of America.

OPENING

BOARD MEMBERS PRESENT: Directors Bob Matthews, Alan Hinman, Brian Shaw, Vice President Marc Sulik and President Shelby Boston (Director Shaw participating remotely via Zoom meeting platform – Joined meeting following roll call at 6:34 p.m.

ROLL CALL

BOARD MEMBERS ABSENT: None

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

ALSO PRESENT: PID Legal Counsel – Dustin Cooper, Consultants Sami Kader, Colleen Boak, and Esmeralda Diego with Water Works Engineers, Consultant Nicole Maddox with APTIM, and members of the public.

It was moved by Director Matthews and seconded by Director Sulik to adopt Resolution No. 2022-05; a resolution of the Board of Directors of the Paradise Irrigation District re-authorizing remote meetings consistent with AB 361. Directors' votes were polled as follows by roll call:

RESOLUTION NO.
2022-05 ADOPTED
RE-AUTHORIZING
REMOTE
MEETINGS
CONSISTENT WITH
AB 361
(Item 2)

AYES: Directors Matthews, Sulik, Hinman, and Boston
NOES: None
ABSENT: Director Shaw absent during roll call vote

Motion passes 4-0

Community member Ward Habriel announced the Paradise Garden Tour will be held on Saturday, June 4, 2022, featuring examples and tips for bringing yards and gardens back to life after the 2018 fire. The PID Demonstration Garden will be included as one of the tours and will also be the location of the Garden Club's plant sale.

PUBLIC
PARTICIPATION

President Boston announced the following items are being removed from the agenda: Closed Session agenda item 4.b. – Conference with Labor Negotiators, and Item 12.a. under new business regarding Consulting Services – Utility Billing Technician.

CLOSED SESSION
(Item 4.a., 4.b. & 4.c)

Following an opportunity for public comment, the Board adjourned to closed session at 6:35 p.m. regarding the following:

4.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).

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

CLOSED SESSION
ANNOUNCEMENT
(Item 5)

President Boston reconvened the regular meeting at 7:09 p.m. and announced direction has been provided to Legal Counsel in reference to agenda item 4.a. as noted on page one.

APPROVAL OF
CONSENT
CALENDAR
(Item 6.a. – 6.e.)

Board members reviewed consent calendar items as follows

- 6.a. Approval of Meeting Agenda Order
- 6.b. Approval of Minutes - Special Meeting of February 9, 2022
- 6.c. Approval of Minutes – Regular Meeting of February 16, 2022
- 6.d. Approval to Purchase Utility Locator Equipment for Distribution Department
- 6.e. Approval of Short-Term Consulting Agreement – Safety & Operations Training

It was moved by Director Sulik and seconded by Director Matthews to approve the Consent Calendar as presented.

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

NOES: None

ABSENT: None

Motion passes 5-0

ANNUAL AUDITED
FINANCIAL
STATEMENTS FOR
THE
YEAR ENDED
JUNE 30, 2021
ACCEPTED
(Item 7)

CPA Sandy Sup with Fechter & Company provided an overview of the Independent Auditor's Report accompanying financial statements for Paradise Irrigation District, as of and for the year ended June 30, 2021. Their firm has issued an unmodified opinion, which means the financial statements are materially correct and comply with generally accepted accounting principles.

Following an opportunity for comments and questions, it was moved by Director Matthews and seconded by Director Hinman to authorize approval to accept the Annual Financial Report for the year ended June 30, 2021 and authorize the Finance & Accounting Manager to publish and file the report.

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

NOES: None

ABSENT: None

Motion passes 5-0

TREASURER'S
REPORT FOR
PERIOD ENDING
FEB. 28, 2022
ACCEPTED
(Item 8.a.)

Board members reviewed a written Treasurer's Report from Finance & Accounting Manager Brett Goodlin for the period ending February 28, 2022, highlighting the District's cash position, debt service analysis, operational overview, and recovery funding.

It was moved by Director Sulik and seconded by Director Matthews to accept the Treasurer's Report for the period ending February 28, 2022.

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

NOES: None

ABSENT: None

Motion passes 5-0

EXPENSE
APPROVAL
REPORT
APPROVED FOR
THE MONTH OF
FEBRUARY 2022
(Item 8.b.)

Board members reviewed accounts payable expense reports for the month of February 2022. It was moved by Director Sulik and seconded by Director Matthews to approve General Fund check numbers 57474 through 57554 for the month of February 2022 totaling \$1,369,951.85, and authorization of a similar amount allowing or adjusting for extraordinary budget or Board approved items during the month of March 2022.

AYES: Directors Matthews, Sulik, Hinman, Shaw, and Boston
NOES: None
ABSENT: None
Motion passes 5-0

CONTINUED -
EXPENSE
APPROVAL
REPORT

Board members reviewed written staff report updates from Customer Service, Field Operations, Water Treatment, and Engineering. District Manager Tom Lando added the following comments: 1) Consultants for the draft "Options Report" postponed the planned March 10 Options Report, which was to be held via the Zoom meeting platform to learn about the various steps PID might consider taking to pursue greater financial stability. The consultant is anticipating this meeting to discuss the draft Study will be rescheduled in April; and 2) Paradise Welcome Sign: The sign is owned by Paradise Rotary and the Paradise Recreation & Park District (PRPD) maintains the sign under a maintenance agreement. Community service organizations and agencies that serve the local area may purchase a new medallion with the logo of their organization in the amount of \$500 with an annual subscription fee of \$150 for year 2-5. This item will be brought to the Board in April for review and consideration.

INFORMATIONAL
PID STAFF AND
CONSULTANT
REPORT UPDATES
(Item 9.a. – 9.h.)

Water Works Engineers provided an overview regarding reports presented in the agenda packet relating to the Water Supply Recovery Program and Engineering Support Services. Consultant Nicole Maddox with Aptim Environmental & Infrastructure discussed information regarding Public Assistance and Disaster Recovery Management Services and reviewed a new graph representing potential grant funding possibilities.
Informational updates only; no Board action taken.

Community Relations Committee: Assistant District Manager Mickey Rich reported agenda items for the March 8, 2022 meeting included a community relations activity update, annual "Voce of the Customer Survey" and communications to the public regarding the Options Study. Manager Rich further added Paradise Irrigation District also received a great compliment from Solano Irrigation District regarding PID's March newsletter and customer communications. The next committee meeting will be held on May 10, 2022 at 8:00 a.m.

INFORMATIONAL
COMMITTEE
REPORT UPDATES
(Item 10)

No unfinished business to report.

UNFINISHED
BUSINESS

President Boston confirmed there is no new business to discuss this evening as an announcement was made prior to entering closed session regarding the removal of two agenda items. In addition to removal of closed session item 4.b., new business item 12.a. regarding Consulting Services – Utility Billing Technician, was removed and no discussion or board action will be taken.

NEW BUSINESS:
NONE TO REPORT-
ITEM 12.a.
REMOVED FROM
AGENDA

Director Hinman: Expressed condolences to consultant for their recent loss of a family member.

DIRECTORS'
COMMENTS
(Item 13)

Director Matthews: Commented on the fantastic tour of PID facilities last week and opportunity to get acquainted with staff.

Director Sulik: Acknowledged everyone for the great work and noted a lot of progress has been made since the 2018 Camp Fire.

Director Boston: Expressed appreciation regarding the ongoing partnerships with the District's consultants and PID staff.

ADJOURNMENT OF
MEETING

There being no further business, it was moved by President Boston to adjourn the meeting. The regular meeting of the PID Board of Directors was adjourned at 8:09 p.m.

Georgeanna Borrayo, Secretary

Shelby Boston, President

PENDING BOARD APPROVAL

MINUTES

SPECIAL MEETING
BOARD OF DIRECTORS
PARADISE IRRIGATION DISTRICT
APRIL 12, 2022

The special meeting of the Board of Directors of the Paradise Irrigation District was called to order at 5:30 p.m. by President Shelby Boston.

OPENING

BOARD MEMBERS PRESENT: Directors Bob Matthews, Alan Hinman, Vice-President Marc Sulik, and President Shelby Boston (Directors Shelby Boston and Marc Sulik participating remotely via Zoom meeting).

ROLL CALL

BOARD MEMBERS ABSENT: Director Brian Shaw

STAFF PRESENT: District Manager Tom Lando, Administrative Assistant Sarah Fenton, and Secretary Georgeanna Borrayo (Manager Tom Lando participating remotely)

It was moved by Director Matthews and seconded by Director Sulik to adopt Resolution No. 2022-06; a resolution of the Board of Directors of the Paradise Irrigation District re-authorizing remote meetings consistent with AB 361. Directors' votes were polled as follows by roll call:

RESOLUTION NO.
2022-06 ADOPTED
RE-AUTHORIZING
REMOTE
MEETINGS
CONSISTENT
WITH AB 361
(Item 2)

AYES: Bob Matthews, Marc Sulik, Alan Hinman, and President Shelby Boston
NOES: None
ABSENT: Director Brian Shaw

Motion passes 4-0

No comments were received. There were no public members joining the meeting in person or remotely.

PUBLIC
PARTICIPATION

It was moved by President Boston to adjourn the meeting. The special meeting was adjourned at 5:38 p.m.

ADJOURNMENT

Georgeanna Borrayo, Secretary

Shelby Boston, President

Treasurer's Report – March 2022

1. Cash Position – At 03/31/2022 the District's total cash position was \$9,762,121.

2. Debt Service Analysis

a. Through 3/31/2022 the District has paid four debt payments totaling \$1,096,245.

b. The District's total outstanding debt is \$4,302,145.

i.	IBank	\$1,035,645
ii.	Capital One	\$1,460,000
iii.	BB&T	\$1,169,300

3. Customers

As of March 31, 2022, the District has 4,122 active accounts and 4,703 active, but sealed, accounts. There are 1,775 inactive accounts that have been permanently disconnected.

4. Revenues

The District is collecting fees for Interim Water Supply installation and Residential Fire Flow testing. For March 2022, the District processed 20 new installations and performed 22 new tests. The total income from these services for this current fiscal year is \$88,652.

5. Expenses

Cost savings have been recognized in the Salary & Benefits categories, but the squeeze is felt by staff at all levels. We should see another month of lower staffing costs but management has plans to backfill the empty position, so the savings are not long lasting. We are looking at automation and new software options to save costs going forward.

6. 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

Staff is actively working with APTIM to submit for reimbursement for various FEMA Projects.

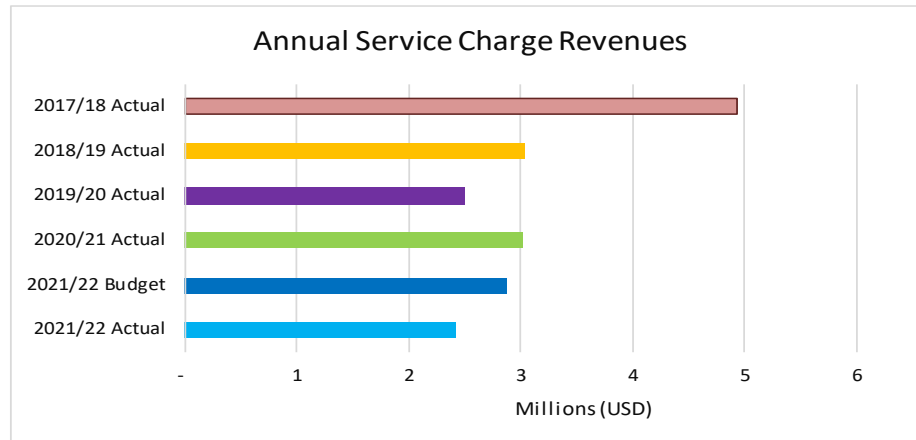
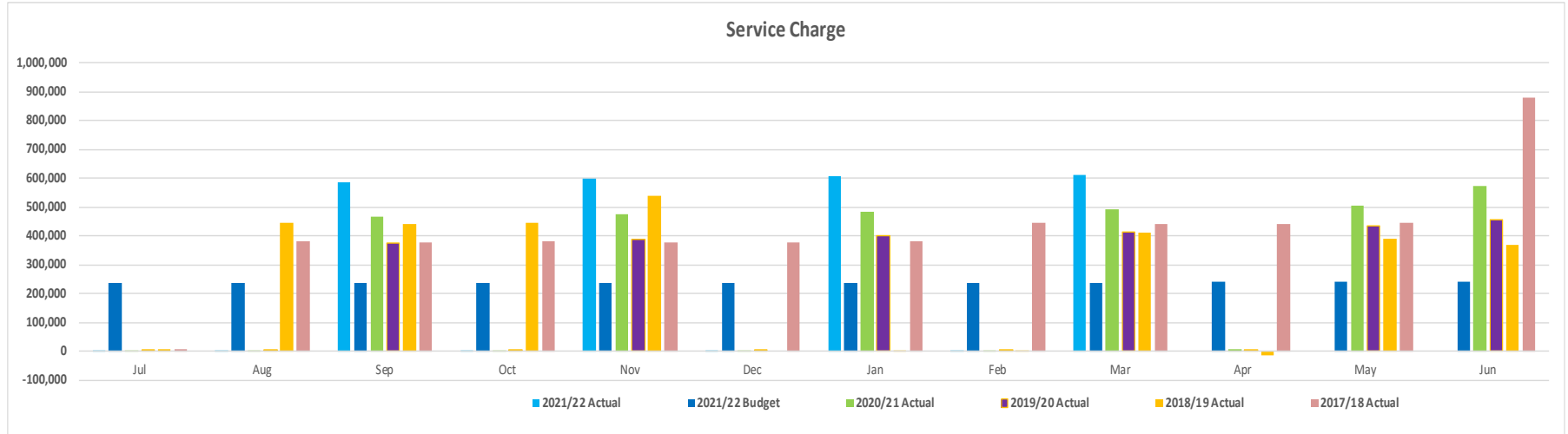
2. Various Claims

Staff has been actively working with insurance and legal counsel to address outstanding items the PG&E Fire Victim's Trust has requested.

	2019/20 Actual	2020/21 Actual	2021/22 Estimate	2021/22 Actual
<u>REVENUES:</u>				
Water Sales	2,311,794	2,793,089	2,889,235	2,128,335
Outside Water Sales	105,338	118,909	100,000	167,195
Other	1,060,600	655,710	63,780	385,975
Interest	93,111	85,927	35,000	16,297
Taxes - 1%	380,185	432,366	250,000	120,187
FMV Gain/Loss - Securities	(427)	(319)	-	-
Grant Rev	25,500	293,742	-	764
Inc-Capacity Fees	16,252	171,285	-	96,551
Revenue - PFD	54,372	62,621	50,000	63,279
Total Revenue	4,046,725	4,613,331	3,388,015	2,978,582
<u>EXPENDITURES:</u>				
Operating	5,260,887	5,468,220	6,552,418	4,558,079
Debt Service	841,723	936,174	1,096,701	1,096,245
PFD	34,043	57,704	-	-
Total Expenditures	6,136,653	6,462,098	7,649,119	5,654,324
Increase/(Decrease) in Cash before Recovery, Debt Proceeds, and Capital Improvements	(2,089,927)	(1,848,766)	(4,261,104)	(2,675,742)
Debt Proceeds	76,922	-	-	-
Increase/(Decrease) in Cash before Recovery and Capital Improvements	(2,013,005)	(1,848,766)	(4,261,104)	(2,675,742)
FEMA Reimbursements	159,961	2,390,485	13,059,640	7,372,291
Insurance Proceeds	4,084,707	5,068,231	3,000,000	401,787
State Funding	7,374,330	7,374,330	-	-
PGE Locating Reimbursements	-	59,627	300,000	-
Other Recovery Grants			10,370,139	
Cash Available for Recovery/Capital Projects	11,618,998	14,892,673	26,729,780	7,774,077
	9,605,993	13,043,906	22,468,675	5,098,335
Major Capital/Recovery Projects	(6,414,054)	(389,853)	(27,790,671)	(8,878,300)
Minor Capital Projects	-	-	(502,889)	-
Increase/(Decrease) in Cash	3,191,938	12,654,054	(5,824,885)	(3,779,965)
Beginning Cash Balance	4,043,797	7,235,735	19,889,789	13,542,086
Ending Cash Balance	7,235,735	19,889,789	14,064,905	9,762,121

	FY 2019/20 Actual	FY 2020/21 Actual	FY 2021/22 Estimate	FY 2021/22 Actual
<u>General Fund/Operating</u>				
Water - Service	2,303,549	2,345,685	2,869,235	2,111,155
Water - Consumption	(918)	(44)	-	-
Water - Fees & Adjustments	9,164	140	20,000	17,180
Outside Water Sales	105,338	118,909	100,000	167,195
Meter Revenue	868,678	417,116	-	284,703
Recreation & Boating Permits	17,508	165	-	-
Backflow Check	560	-	-	-
Rents	15,496	17,386	24,180	16,606
Custom Work/PFD Reimbursement	83,973	63,315	39,600	35,384
Misc	74,386	176,009	-	49,281
Interest	-	-	-	-
Total Operating Income	3,477,732	3,138,681	3,053,015	2,681,505
<u>Special Revenue Fund</u>				
Capital Improvement Program				
Taxes - 1%	380,185	354,959	250,000	120,187
Interest	93,111	85,927	35,000	16,297
FMV Gain/Loss - Securities	(427)	(319)	-	-
Inc-Capacity Fees	16,252	154,613	-	96,551
Grant	25,500	293,977	-	764
Total Capital Improvement	514,621	889,157	285,000	233,798
<u>Debt Service Fund</u>				
Inc-Assessment Res (PID Share)	-	-	-	-
Total Debt Service	-	-	-	-
<u>Recovery Proceeds</u>				
State Backfill Funding	7,374,330	7,374,330	-	-
FEMA Reimbursements	159,961	2,390,485	13,059,640	7,372,291
Insurance Proceeds	4,084,707	5,068,231	3,000,000	401,787
PGE Locating Reimbursements	-	59,627	300,000	-
Other Recovery Grants	-	-	10,370,139	-
Total Recovery Proceeds	11,618,998	14,892,673	26,729,780	7,774,077
<u>PFD</u>				
Revenue - PFD	54,372	51,635	50,000	63,279
Total PFD	54,372	51,635	50,000	63,279
Total Revenue	15,665,723	18,972,146	30,117,794	10,752,660

Water Service Revenue Billing												
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
2021/22 Actual	1,760	4,579	587,039	4,893	596,798	3,523	608,382	4,998	613,474	-	-	-
2021/22 Budget	238,513	238,620	238,728	238,835	238,942	239,049	239,157	239,264	239,371	239,478	239,586	239,693
2020/21 Actual	2,280	1,333	466,394	3,506	475,761	2,476	484,495	4,118	491,496	6,345	504,702	571,641
2019/20 Actual	1,950	1,459	376,330	4,596	388,750	4,108	401,779	2,327	414,659	2,278	436,706	457,655
2018/19 Actual	7,477	445,228	442,605	446,075	538,836	-	130	603	411,314	(15,436)	392,367	369,174
2017/18 Actual	6,378	381,740	377,746	379,822	378,727	377,282	381,207	445,045	443,255	443,034	443,870	879,717



Operational Expenses Summary by Function	FY 2019/20 Actual	FY 2020/21 Actual	FY 2021/22 Estimate	FY 2021/22 Actual
Source of Supply	\$ 77,819	\$ 150,604	\$ 199,000	\$ 134,617
Security & Recreation	44,036	-	-	1,752
Water Treatment	1,284,603	1,174,412	1,346,858	1,048,994
Transmission & Distribution	2,377,051	1,658,068	2,187,214	1,579,259
Customer Service	291,064	237,448	323,795	229,138
Administration	1,522,408	1,492,426	2,495,550	1,564,320
Total Operating Expenditures	5,596,982	4,712,958	6,552,418	4,558,079

Operational Expenses Detail by Function	FY 2019/20 Actual	FY 2020/21 Actual	FY 2021/22 Estimate	FY 2021/22 Actual
<u>Source of Supply</u>				
Salary and Benefits	-	-	-	941
Materials and Supplies	-	2,589	30,000	-
Outside Services	77,476	145,231	165,000	133,236
Utilities	344	2,784	4,000	440
Insurance	-	-	-	-
Total Source and Supply	77,819	150,604	199,000	134,617
<u>Security & Recreation</u>				
Salary and Benefits	40,777	-	-	-
Materials and Supplies	-	-	-	-
Outside Services	36	-	-	1,752
Utilities	1,724	-	-	-
Insurance	1,500	-	-	-
Total Security & Recreation	44,036	-	-	1,752
<u>Water Treatment</u>				
Salary and Benefits	912,991	837,461	871,908	804,783
Materials and Supplies	180,761	160,137	245,000	106,403
Outside Services	45,341	38,154	66,400	30,461
Utilities	128,510	121,160	146,050	107,347
Insurance	17,000	17,500	17,500	-
Total Water Treatment	1,284,603	1,174,412	1,346,858	1,048,994
<u>Transmission & Distribution</u>				
Salary and Benefits	1,324,018	1,081,815	1,675,589	1,096,766
Materials and Supplies	931,768	386,148	330,625	333,439
Outside Services	35,038	97,832	79,500	98,752
Utilities	60,227	61,272	70,000	50,301
Insurance	26,000	31,000	31,500	-
Total Transmission and Distribution	2,377,051	1,658,067	2,187,214	1,579,259
<u>Customer Service</u>				
Salary and Benefits	272,357	218,610	300,295	217,400
Materials and Supplies	1,264	-	-	88
Outside Services	5,943	5,937	10,000	11,650
Insurance	11,500	12,900	13,500	-
Total Customer Service	291,064	237,447	323,795	229,138
<u>Administration</u>				
Salary and Benefits - Admin Staff	951,621	812,504	1,276,458	811,891
Salary and Benefits - Board	-	14,611	5,592	-
Materials and Supplies	182,912	129,835	224,800	161,201
Outside Services	249,141	397,087	808,700	429,313
Utilities	57,580	58,668	60,500	54,394
Insurance	81,155	66,567	102,500	104,808
Board Expenses	-	13,122	17,000	2,713
Total Administration	1,522,408	1,492,394	2,495,550	1,564,320



Paradise Irrigation District

Expense Approval Report

By Vendor Name

Payment Dates 3/1/2022 - 3/31/2022

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
Vendor: 03205 - A-Aerial				
03/25/2022	DFT0005124	30972	Jackhammer	3,658.82
Vendor 03205 - A-Aerial Total:				3,658.82
Vendor: 01021 - ACWA/JPIA				
03/25/2022	57632	683113	DENTAL 2022 APRIL	1,923.17
03/25/2022	57632	683113	LIFE 2022 APRIL	630.92
03/25/2022	57632	683113	EAP 2022 APRIL	80.92
03/25/2022	57632	683113	HEALTH 2022 APRIL	28,202.26
03/25/2022	57632	683113	VISION 2022 APRIL	525.46
03/14/2022	57604	2020-Q2	Workers compensation	11,599.22
Vendor 01021 - ACWA/JPIA Total:				42,961.95
Vendor: 03185 - Advanced Document Concepts For Business				
03/07/2022	57557	INV66956	OFFICE EQUIPMENT MAINTEN...	179.24
Vendor 03185 - Advanced Document Concepts For Business Total:				179.24
Vendor: 02957 - Aflac				
03/04/2022	DFT0005068	INV0006238	Montly Aflac Invoice	276.06
03/18/2022	DFT0005088	INV0006262	Montly Aflac Invoice	276.06
Vendor 02957 - Aflac Total:				552.12
Vendor: 03066 - Airgas USA, LLC				
03/22/2022	DFT0005111	9121637076	Welding supplies	29.01
03/22/2022	DFT0005111	9986936247	Welding supplies	568.74
Vendor 03066 - Airgas USA, LLC Total:				597.75
Vendor: 03090 - APTIM Environmental & Infrastructure LLC				
03/07/2022	57558	548339	JOB#18 F-1 PUBLIC ASSIT.	5,294.50
03/07/2022	57558	548340	JOB#18 F-1 PUBLIC ASSITS.	4,287.50
Vendor 03090 - APTIM Environmental & Infrastructure LLC Total:				9,582.00
Vendor: 01068 - Aramark Uniform Services				
03/25/2022	DFT0005126	506000310608	Uniforms	296.03
03/25/2022	DFT0005126	506000310612	Uniforms	114.97
03/25/2022	DFT0005126	506000331706	Uniforms	294.29
03/25/2022	DFT0005126	506000331711	Uniforms	114.97
03/25/2022	DFT0005126	506000336974	Uniforms	114.97
03/07/2022	57559	506000352999	UNIFORMS SHOP	260.47
Vendor 01068 - Aramark Uniform Services Total:				1,195.70
Vendor: 01082 - AT&T				
03/22/2022	DFT0005114	2022-03 (1)	Res B tank alarm	33.97
03/22/2022	DFT0005114	2022-03 (2)	Res B tank alarm	33.97
03/22/2022	DFT0005114	17919754	Telephone	712.19
Vendor 01082 - AT&T Total:				780.13
Vendor: 01942 - Butte Co - Neal Rd Landfill				
03/07/2022	57560	18023	LANDFILL	83.38
03/14/2022	57605	18106	Landfill	107.80
Vendor 01942 - Butte Co - Neal Rd Landfill Total:				191.18
Vendor: 02971 - Capital One Public Funding, LLC				
03/25/2022	57630	8552017	Loan payment	18,912.30
03/25/2022	57630	8552017	Loan payment	103,000.00
Vendor 02971 - Capital One Public Funding, LLC Total:				121,912.30
Vendor: 01266 - Cedar Creek Publishing				
03/07/2022	57561	220228 P1	POSTAGE	6,045.47
03/07/2022	57561	220301 P1	POSTAGE	1,733.75
Vendor 01266 - Cedar Creek Publishing Total:				7,779.22

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Payment Dates: 3/1/2022 - 3/31/2022

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
Vendor: 01285 - Chico Immediate Care				
03/14/2022	57606	834K23200	Pre-employment	200.00
Vendor 01285 - Chico Immediate Care Total:				200.00
Vendor: 03194 - Cintas Corporation				
03/07/2022	57562	5095008896	SAFETY SUPPLIES	224.08
Vendor 03194 - Cintas Corporation Total:				224.08
Vendor: 03157 - Clarity HR Consulting				
03/07/2022	57563	1327	MISC PROFESSIONAL SERVICES	914.36
Vendor 03157 - Clarity HR Consulting Total:				914.36
Vendor: 03065 - Comcast Business				
03/22/2022	DFT0005112	138724773	Internet	851.43
Vendor 03065 - Comcast Business Total:				851.43
Vendor: 01320 - Comcast				
03/22/2022	DFT0005110	140777746	TV Service	851.43
03/22/2022	DFT0005110	2022-03	TV Service	773.49
Vendor 01320 - Comcast Total:				1,624.92
Vendor: 02905 - COMP, Inc.				
03/07/2022	57564	34959	PHYSICAL-DMV PRE-EMPLOYM...	253.00
Vendor 02905 - COMP, Inc. Total:				253.00
Vendor: 03206 - Compliance Signs, LLC				
03/25/2022	DFT0005125	1091527	OSHA display signs	508.03
Vendor 03206 - Compliance Signs, LLC Total:				508.03
Vendor: 03203 - Constant Contact				
03/22/2022	DFT0005115	44636	Marketing / Email	125.00
Vendor 03203 - Constant Contact Total:				125.00
Vendor: 01552 - Davi, Bruce				
03/25/2022	APA000016	13389	Weed & pest control	200.00
03/25/2022	APA000016	13390	Weed & pest control	375.00
03/25/2022	APA000016	13393	Weed & pest control	400.00
Vendor 01552 - Davi, Bruce Total:				975.00
Vendor: 03202 - Dext				
03/22/2022	DFT0005116	754365	Software	21.25
03/22/2022	DFT0005116	778594	Software	21.25
Vendor 03202 - Dext Total:				42.50
Vendor: 01496 - Employee Relations				
03/24/2022	APA000001	92308	Preemployment Screening	108.22
Vendor 01496 - Employee Relations Total:				108.22
Vendor: 01480 - Employment Development Dept.				
03/06/2022	DFT0005083	INV0006255	State Income Tax Withholding	70.50
03/06/2022	DFT0005086	INV0006258	State Disability Withholding	40.04
03/07/2022	DFT0005075	INV0006247	State Income Tax Withholding	4,622.67
03/07/2022	DFT0005078	INV0006250	State Disability Withholding	1,241.48
03/21/2022	DFT0005095	INV0006271	State Income Tax Withholding	4,307.44
03/21/2022	DFT0005098	INV0006274	State Disability Withholding	1,187.20
03/21/2022	DFT0005104	INV0006280	State Income Tax Withholding	450.65
03/21/2022	DFT0005107	INV0006283	State Disability Withholding	73.44
Vendor 01480 - Employment Development Dept. Total:				11,993.42
Vendor: 01275 - Enterprise Record				
03/14/2022	57595	1328846	Public notice	165.07
Vendor 01275 - Enterprise Record Total:				165.07
Vendor: 01521 - Fastenal Co				
03/18/2022	57613	CACHC112359	CONSTRUCTION AND MAINTEN...	23.88
Vendor 01521 - Fastenal Co Total:				23.88

Expense Approval Report

Payment Dates: 3/1/2022 - 3/31/2022

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
Vendor: 03041 - Fechter & Company, CPA's				
03/14/2022	57596	2/26/2022	Audit fees	4,427.00
Vendor 03041 - Fechter & Company, CPA's Total:				4,427.00
Vendor: 01527 - Ferguson Enterprises, Inc				
03/07/2022	57565	1694308	A34 Meter - Serv Brass	594.00
03/07/2022	57565	1694308	Pipe - HDPE - 1"	402.36
03/07/2022	57565	1694106	Tee - Brass - 2'	1,095.82
03/25/2022	APA000017	1694337	LF 3/4x1 MTR ADPT PR	592.63
Vendor 01527 - Ferguson Enterprises, Inc Total:				2,684.81
Vendor: 01528 - FGL Environmental				
03/07/2022	57566	270109A	Job #18-F1 - Water Sampling	25.00
03/07/2022	57566	270702A	Job #18-F1 - Water Sampling	92.00
03/07/2022	57566	270755A	Job #18-F1 - Water Sampling	54.00
03/07/2022	57566	270823A	Job #18-F1 - Water Sampling	131.00
03/07/2022	57566	270880A	Job #18-F1 - Water Sampling	46.00
03/07/2022	57566	270892A	Job #18-F1 - Water Sampling	92.00
03/07/2022	57566	270754A	Job #18-F1 - Water Sampling	55.00
03/07/2022	57566	270110A	Job #18-F1 - Water Sampling	588.00
03/07/2022	57566	270516A	Job #18-F1 - Water Sampling	25.00
03/25/2022	APA000018	271117A	Job#18F-1 - Water Sampling	92.00
03/25/2022	APA000018	271174A	Job#18F-1 - Water Sampling	25.00
03/14/2022	57607	270701A	Job#18F-1 - Water Sampling	416.00
03/14/2022	57607	270753A	Job#18F-1 - Water Sampling	779.00
03/14/2022	57607	270891A	Job#18F-1 - Water Sampling	183.00
03/25/2022	APA000018	270473A	Job#18F-1 - Water Sampling	23.00
Vendor 01528 - FGL Environmental Total:				2,626.00
Vendor: 02945 - Fiserv Solutions, LLC				
03/18/2022	57614	92009208	Bank charges	8.15
03/18/2022	57614	92057787	Bank charges	11.28
Vendor 02945 - Fiserv Solutions, LLC Total:				19.43
Vendor: 01616 - Grainger Inc				
03/22/2022	DFT0005117	9232084013	IEC Magnetic Contactr	142.88
03/22/2022	DFT0005117	9232795741	Misc supplies	283.74
Vendor 01616 - Grainger Inc Total:				426.62
Vendor: 01688 - Home Depot Credit Services				
03/25/2022	APA000019	1013562	Supplies	176.17
Vendor 01688 - Home Depot Credit Services Total:				176.17
Vendor: 01705 - Hunt & Sons, Inc.				
03/07/2022	57567	319549	270gals. unleaded gasoline	1,221.08
Vendor 01705 - Hunt & Sons, Inc. Total:				1,221.08
Vendor: 01713 - I.B.E.W. Local Union 1245				
03/07/2022	57568	INV0006245	Union Dues	-40.00
03/07/2022	57568	INV0006245	Union Dues	799.85
03/18/2022	57615	INV0006269	Union Dues	-38.00
03/18/2022	57615	INV0006269	Union Dues	763.93
Vendor 01713 - I.B.E.W. Local Union 1245 Total:				1,485.78
Vendor: 01716 - ICMA Retirement Trust-401				
03/03/2022	DFT0005080	INV0006252	Retirement - 401(a) Match	93.41
03/04/2022	DFT0005070	INV0006240	Retirement - 401(a) Match	2,253.72
03/18/2022	DFT0005090	INV0006264	Retirement - 401(a) Match	2,212.76
03/18/2022	DFT0005100	INV0006276	Retirement - 401(a) Match	158.81
Vendor 01716 - ICMA Retirement Trust-401 Total:				4,718.70
Vendor: 01715 - ICMA Retirement Trust-457				
03/03/2022	DFT0005081	INV0006253	Retirement Trust - 457	93.41
03/03/2022	DFT0005082	INV0006254	Deferred Comp 457	280.23
03/04/2022	DFT0005071	INV0006241	Retirement Trust - 457	2,253.72
03/04/2022	DFT0005072	INV0006242	Deferred Comp 457	7,595.43

Expense Approval Report

Payment Dates: 3/1/2022 - 3/31/2022

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
03/04/2022	DFT0005073	INV0006243	Retirement Trust - 457	1,362.66
03/04/2022	DFT0005074	INV0006244	Retirement Trust - 457	892.28
03/18/2022	DFT0005091	INV0006265	Retirement Trust - 457	2,212.76
03/18/2022	DFT0005092	INV0006266	Deferred Comp 457	7,472.56
03/18/2022	DFT0005093	INV0006267	Retirement Trust - 457	1,363.77
03/18/2022	DFT0005094	INV0006268	Retirement Trust - 457	892.28
03/18/2022	DFT0005101	INV0006277	Retirement Trust - 457	158.81
03/18/2022	DFT0005102	INV0006278	Deferred Comp 457	476.44
03/18/2022	DFT0005103	INV0006279	Retirement Trust - 457	211.75
Vendor 01715 - ICMA Retirement Trust-457 Total:				25,266.10
Vendor: 01720 - Inland Business Systems				
03/07/2022	57569	IN2469811	OFFICE SUPPLIES	7.56
Vendor 01720 - Inland Business Systems Total:				7.56
Vendor: 01731 - Internal Revenue Service				
03/06/2022	DFT0005084	INV0006256	FICA Withholding	451.42
03/06/2022	DFT0005085	INV0006257	Fed Withholding	256.67
03/06/2022	DFT0005087	INV0006259	Medicare Withholding	105.58
03/07/2022	DFT0005076	INV0006248	FICA Withholding	13,952.36
03/07/2022	DFT0005077	INV0006249	Fed Withholding	13,056.20
03/07/2022	DFT0005079	INV0006251	Medicare Withholding	3,263.04
03/21/2022	DFT0005096	INV0006272	FICA Withholding	13,328.00
03/21/2022	DFT0005097	INV0006273	Fed Withholding	12,212.14
03/21/2022	DFT0005099	INV0006275	Medicare Withholding	3,117.04
03/21/2022	DFT0005105	INV0006281	FICA Withholding	827.90
03/21/2022	DFT0005106	INV0006282	Fed Withholding	1,121.87
03/21/2022	DFT0005108	INV0006284	Medicare Withholding	193.62
Vendor 01731 - Internal Revenue Service Total:				61,885.84
Vendor: 03057 - International Brotherhood of 137 TCWH				
03/07/2022	57570	INV0006246	Union Dues Teamsters	224.31
03/18/2022	57616	INV0006270	Union Dues Teamsters	224.31
Vendor 03057 - International Brotherhood of 137 TCWH Total:				448.62
Vendor: 03201 - Irth Solutions LLC				
03/24/2022	APA000002	SIN000540	Locating Software	4,500.00
03/14/2022	57608	SIN000540	Software subscription	4,500.00
Vendor 03201 - Irth Solutions LLC Total:				9,000.00
Vendor: 03209 - Joyce Todd				
03/25/2022	57633	271352A	FGL testing reimbursement	235.00
Vendor 03209 - Joyce Todd Total:				235.00
Vendor: 01790 - Knife River Construction				
03/25/2022	APA000026	266418	Construction & Maintenance S...	1,979.15
03/18/2022	57617	266766	Construction supplies	1,383.80
Vendor 01790 - Knife River Construction Total:				3,362.95
Vendor: 01844 - Lowe's Home Improvement				
03/25/2022	APA000020	INV0006261	Repair items	53.84
Vendor 01844 - Lowe's Home Improvement Total:				53.84
Vendor: 03132 - Mark Baker				
03/25/2022	APA000021	32222	Landscape maintenance	247.50
03/25/2022	APA000021	32222	Landscape maintenance	247.50
Vendor 03132 - Mark Baker Total:				495.00
Vendor: 01902 - Miller Glass Inc.				
03/07/2022	57571	1-355343B	WINDSHEILD FOR UNIT #50	300.00
Vendor 01902 - Miller Glass Inc. Total:				300.00
Vendor: 01905 - Minasian, Meith, Soares, Sexton & Cooper, LLP				
03/18/2022	57618	2022-02	Legal Camp Fire PG&E	18,060.00
03/18/2022	57618	2022-02	Legal General	4,083.33
03/18/2022	57618	2022-02	Legal Camp Fire	10,360.00
Vendor 01905 - Minasian, Meith, Soares, Sexton & Cooper, LLP Total:				32,503.33

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Payment Dates: 3/1/2022 - 3/31/2022

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
Vendor: 01908 - MJB Welding Supply				
03/07/2022	57572	1376166	welding supplies	372.73
Vendor 01908 - MJB Welding Supply Total:				372.73
Vendor: 03045 - N.C.G.T. SECURITY FUND				
03/07/2022	57573	2022 MARCH	HEALTH	13,124.00
03/25/2022	57634	2022-04	Health 2022-04	13,124.00
Vendor 03045 - N.C.G.T. SECURITY FUND Total:				26,248.00
Vendor: 01980 - Northern Recycling & Waste Svcs				
03/22/2022	DFT0005118	2022-03	Garbage	288.80
Vendor 01980 - Northern Recycling & Waste Svcs Total:				288.80
Vendor: 01995 - Office Depot				
03/07/2022	57574	227718591001	OFFICE SUPPLIES	36.67
03/07/2022	57574	226545112001	OFFICE SUPPLIES	81.52
03/07/2022	57574	229399880001	OFFICE SUPPLIES	68.94
03/07/2022	57574	227718591002	OFFICE SUPPLIES	39.86
03/07/2022	57574	229399880002	OFFICE SUPPLIES	132.52
03/24/2022	APA000003	231298394001	Printer ink	83.16
03/18/2022	57620	229941010001	Office supplies	75.00
Vendor 01995 - Office Depot Total:				517.67
Vendor: 01538 - O'Reilly Auto Parts				
03/07/2022	57575	3534-438652	EQUIPMENT REPAIRS	68.31
03/07/2022	57575	3534-438781	EQUIPMENT REPAIRS	171.32
03/18/2022	57621	3534-439587	Supplies	35.83
03/18/2022	57621	3534-439733	Supplies	115.62
Vendor 01538 - O'Reilly Auto Parts Total:				391.08
Vendor: 03187 - Pace Analytical Services LLC				
03/07/2022	57576	B442047	JOB#18 F-1 SURVEILLANCE MON..	59.38
03/07/2022	57576	B442049	JOB#18 F-1 SURVEILLANCE MON..	325.00
03/07/2022	57576	B442050	JOB#18 F-1 SURVEILLANCE MON..	455.00
03/07/2022	57576	B442175	JOB#18 F-1 SURVEILLANCE MON..	845.00
03/07/2022	57576	B442329	JOB18 F-1 SURVEILLANCE MONI...	1,000.00
03/14/2022	57609	B442584	Job #18F-1	38.75
03/14/2022	57609	B442599	Job #18F-1	715.00
03/14/2022	57609	B442600	Job #18F-1	350.00
Vendor 03187 - Pace Analytical Services LLC Total:				3,788.13
Vendor: 02030 - Pace Supply				
03/07/2022	57577	87418651-1	Coupling Flex- CI - 6'	2,804.00
Vendor 02030 - Pace Supply Total:				2,804.00
Vendor: 02081 - Pacific Gas & Electric Company				
03/25/2022	DFT0005129	2022-02-14	Crestmoor & Tranquil	8.54
03/25/2022	DFT0005129	2022-02-14	Crestmoor & Tranquil	1.35
03/07/2022	57578	2022-3-3	GEPPETTO	24.64
03/07/2022	57578	2022-3-3	PARADISE DAM #2	52.19
03/07/2022	57578	2022-3-3	MAG RES FILT	16,094.79
03/07/2022	57578	2022-3-3	6344 CLARK GAS	613.15
03/07/2022	57578	2022-3-3	NUNNELLY RD	24.24
03/07/2022	57578	2022-3-3	SKYWAY	25.21
03/07/2022	57578	2022-3-3	MOORE RD	35.91
03/07/2022	57578	2022-3-3	LOVELY LN	26.39
03/07/2022	57578	2022-3-3	MOORE RD	2,661.18
03/07/2022	57578	2022-3-3	FRANK TURNER WAY	24.88
03/07/2022	57578	2022-3-3	6332 CLARK	2,556.72
03/07/2022	57578	2022-3-3	6332 CLARK GAS	903.60
03/25/2022	DFT0005129	2022-03-16	Crestmoor & Tranquil	9.04
Vendor 02081 - Pacific Gas & Electric Company Total:				23,061.83

Expense Approval Report

Payment Dates: 3/1/2022 - 3/31/2022

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
Vendor: 02864 - Pearson Road Collision Repair				
03/25/2022	APA000022	1528	Silverado 3500 repair	4,255.19
Vendor 02864 - Pearson Road Collision Repair Total:				4,255.19
Vendor: 02091 - Pitney Bowes				
03/22/2022	DFT0005120	1020028721	Postage meter	183.38
03/22/2022	DFT0005119	3105352738	POSTAGE METER	547.12
Vendor 02091 - Pitney Bowes Total:				730.50
Vendor: 03048 - Plan B Professional Answering Service				
03/14/2022	57597	2022-02	Job#18F-1	155.20
Vendor 03048 - Plan B Professional Answering Service Total:				155.20
Vendor: 03096 - Rankin Stock Heaberlin Oneal				
03/18/2022	57622	405608	Neil Essila	61.50
Vendor 03096 - Rankin Stock Heaberlin Oneal Total:				61.50
Vendor: 03167 - RCI General Engineering				
03/14/2022	57598	2022-12	5% retention	-20,143.81
03/14/2022	57598	2022-12	Contract Labor Invoiced	402,876.27
03/14/2022	57598	2022-12	Less credit per Blaine	-10,219.29
Vendor 03167 - RCI General Engineering Total:				372,513.17
Vendor: 03086 - RDO Equipment Co.				
03/18/2022	57623	P8511376	Truck parts	974.45
03/18/2022	57623	P8515576	Repair parts	125.99
03/18/2022	57623	E0286776	Vacuum System Truck	120,522.14
Vendor 03086 - RDO Equipment Co. Total:				121,622.58
Vendor: 01631 - Rental Guys				
03/18/2022	57625	864841-1	RENTAL FEE	4,172.02
03/18/2022	57625	864841A-1	EQUIPMENT RENTAL	347.67
03/18/2022	57625	869711-6	CONSTRUCTION & MAINTANEN...	453.38
03/18/2022	57625	871086-6	Rental equipment	238.13
Vendor 01631 - Rental Guys Total:				5,211.20
Vendor: 03207 - Satatoga Safeguard Solutions				
03/25/2022	DFT0005127	279	Flow testing and flushing diffus...	655.00
Vendor 03207 - Satatoga Safeguard Solutions Total:				655.00
Vendor: 03050 - Silvertree Investment Group				
03/14/2022	57610	3050	Graphics	386.10
03/25/2022	APA000023	3050(#2)	Graphic decals	772.20
Vendor 03050 - Silvertree Investment Group Total:				1,158.30
Vendor: 02292 - Standard Insurance Company				
03/25/2022	57635	2022-03-01	Disability	954.56
Vendor 02292 - Standard Insurance Company Total:				954.56
Vendor: 03061 - Sterling Health Services, Inc DBA				
03/04/2022	DFT0005069	INV0006239	HSA Contribution	367.30
03/18/2022	DFT0005089	INV0006263	HSA Contribution	167.30
Vendor 03061 - Sterling Health Services, Inc DBA Total:				534.60
Vendor: 02332 - SWRCB				
03/14/2022	57599	WD-0196826	Permits	6,484.00
Vendor 02332 - SWRCB Total:				6,484.00
Vendor: 02362 - Thomas Ace Hardware				
03/07/2022	57579	173425	SMALL HAND TOOLS	32.40
03/07/2022	57579	173520	SMALL HAND TOOLS	50.72
03/07/2022	57579	173528	CONSTRUCTION AND MAINTEN...	18.31
03/07/2022	57579	173646	CONSTRUCTION AND MAINTEN...	98.49
03/07/2022	57579	173665	CONSTRUCTION & MAINTENAN...	25.18
03/07/2022	57579	173748	SMALL HAND TOOLS	106.10
03/07/2022	57579	173797	CONSTRUCTION AND MAINT. S...	84.20
Vendor 02362 - Thomas Ace Hardware Total:				415.40

Expense Approval Report

Payment Dates: 3/1/2022 - 3/31/2022

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
Vendor: 03204 - Truist Governmental Finance				
03/25/2022	57631	44652	Loan payment	19,420.00
03/25/2022	57631	44652	Loan payment	534,200.00
Vendor 03204 - Truist Governmental Finance Total:				553,620.00
Vendor: 02394 - Tyler Technologies, Inc.				
03/14/2022	57600	025-365442	Training	150.00
Vendor 02394 - Tyler Technologies, Inc. Total:				150.00
Vendor: 02692 - United Rentals, Inc				
03/25/2022	APA000024	204180965-001	Hardhats	53.53
Vendor 02692 - United Rentals, Inc Total:				53.53
Vendor: 02686 - USA Blue Book				
03/14/2022	57601	896914	Supplies	586.89
Vendor 02686 - USA Blue Book Total:				586.89
Vendor: 03104 - UtiliQuest				
03/18/2022	57626	312765-Q	Job#18F-1 - Locating Service	25,498.75
Vendor 03104 - UtiliQuest Total:				25,498.75
Vendor: 02703 - Verizon Wireless				
03/25/2022	DFT0005128	9900052929	Monthly service	2,014.22
03/25/2022	DFT0005128	9900052929	Equipment purchase	2,609.48
Vendor 02703 - Verizon Wireless Total:				4,623.70
Vendor: 02712 - VistaNet inc.				
03/14/2022	57611	19026	Office equipment maintenance	239.00
Vendor 02712 - VistaNet inc. Total:				239.00
Vendor: 02714 - Wagner & Bonsignore				
03/14/2022	57602	03-22-192	Consulting	315.00
Vendor 02714 - Wagner & Bonsignore Total:				315.00
Vendor: 03002 - Water Works Engineers				
03/18/2022	57628	12443	Job#18F-1	12,704.39
03/18/2022	57628	12446	Capital Project	1,850.66
03/14/2022	57603	12464	Project management	178,804.26
Vendor 03002 - Water Works Engineers Total:				193,359.31
Vendor: 03134 - White Glove Cleaning Svc Inc				
03/14/2022	57612	75491	Office cleaning	456.00
03/14/2022	57612	75492	Office cleaning	550.00
03/14/2022	57612	75493	Office cleaning	495.00
Vendor 03134 - White Glove Cleaning Svc Inc Total:				1,501.00
Vendor: 02215 - Wilgus Fire Control, Inc.				
03/25/2022	APA000025	139753	Safty training	1,437.89
03/25/2022	APA000025	139754	Safety training	330.51
Vendor 02215 - Wilgus Fire Control, Inc. Total:				1,768.40
Vendor: 02778 - Wurth USA Inc.				
03/07/2022	57580	97277407	CONSTRUCTION AND MAINTEN...	184.96
Vendor 02778 - Wurth USA Inc. Total:				184.96
Vendor: 02867 - Zenner USA				
03/24/2022	APA000004	0066293-IN	Meters	36,151.60
Vendor 02867 - Zenner USA Total:				36,151.60
Grand Total:				1,749,018.73



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.

Our water. Our future.
Paradise Irrigation District

Strategic Plan Progress Report-04/22

Customers				
Objective: Provide Exceptional Customer Service				
Goal	Lead	By Date	Status	Complete
Create a Report on Updates to Customer Service Processes (for Board)	Mickey Rich	6/30/2021		✓
Included in monthly staff reports				
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	Mail with May Bill	
In development				
Develop a 'Service Survey' to Be Used at the Completion of Service Delivery.	Dir. Sulik	9/1/2021		✓
Surveys are sent at least monthly Low return rate <ul style="list-style-type: none"> A paper survey is sent with a stamped return envelope and options for return by text or complete online. In development on a survey invitation field personnel can hand to customers onsite. Staff will look into telephone survey options as part of phone upgrade to be budgeted. 				
Develop a Communication/Promotion Plan for 'Sharing Good News'	Dir. Sulik	9/1/2021		✓
Cedar Creek has developed a "Moving Forward" campaign. Items of interest are included monthly in newsletters, social media and semi-annually in Chamber publications				
Finance				
Objective: Improve Financial Sustainability				
Goal	Lead	By Date	Status	Complete
Identify Opportunities for New Products and or Service Lines.	Tom Lando	4/1/2022		
The currently active Options Study identifies possible new services. Study report expected to be available in February 2022.				
To Establish a Plan to Create a Financial Reserve.	Tom Lando	10/15/2021	initiated	
Capital improvement plan and financial analysis underway. Expected Completion by June 2022				
To Identify Grant/Funding Opportunities	Dir. Hinman	9/1/2021		ongoing
Identify a Committed Grant Writer	Dir. Hinman	9/1/2021		✓
CDBG-DR – Aptim via County Infrastructure Bill – Aptim mapping out currently HMGP – Aptim CalFire – Butte County Fire Safe Council / Aptim				

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.

Water Board / Capital Improvements-Sherri Lasick – Sylvar Consulting				
Operations				
Objective: Enhance Operation Efficiencies				
Goal	Lead	By Date	Status	Complete
Perform Employee Role Assessment	Tom Lando	10/15/2021		ongoing
<p>Ongoing assessment occurs anytime there is a vacancy. Customer service intends to keep one temporary customer service technician for up to another year. Tiffany would like to add a billing tech assistant for backup and succession planning</p> <p>Field crew has indicated the current employee roles are necessary through the end of 2024 or when PID, and utilities complete underground work. An assessment will be performed when construction work has been completed.</p> <p>Treatment plant is in need of two new operators for succession planning and is currently assessing it's need for succession planning for the water quality technician position. Applications currently being reviewed.</p>				
Initiate Project to Develop Organization Standard Operating Procedures (SOP's) and Standard Work Instructions (SWI's)	Tom Lando	9/1/2021	initiated	
Each department is developing SOPs for emergency and critical work.				
People				
Objective: Maximize Our Investment in People				
Goal	Lead	By Date	Status	Complete
Develop a Plan for a Phased Approach Formal Training Program	Mickey Rich	6/1/2022	initiated	
<ul style="list-style-type: none"> Staff is setting up online training solution. Department managers will be offering relevant courses to employees Continue annual training program through ACWA/JPIA Staff considering LinkedIn Learning for each admin / management employee. Cost approx. \$230 per year/per employee. Staff would like to allow all employees upgrade pay for both treatment and distribution certifications. Currently there are limitations as to which employees can receive the certification pay. (part of incentive program) 				
Develop Draft of a Plan for PID Career Tracks	Bowen/Boston	6/1/2022	initiated	
Staff is researching career track elements and best practices for learning organizations.				
Research or Perform a Compensation Comparison Analysis	HR Firm	When PGE/FVT settlement received		
Awaiting PGE settlement.				
Develop an Employee Incentive Program	Mickey Rich	6/1/2022	initiated	
To be discussed at next admin / personnel committee				

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

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 - March 2022

Service Requests

Row Labels	Sum of Count
Account Management	140
Activate Water w/Backflow	59
Backflow Maintenance	24
Construction Support	11
Disconnect	9
Field Customer Service	83
Field Maintenance	19
From Active to Ready-to-Serve	20
New Meter Order	5
No Water	17
Transfer Ownership	128
Water Quality	11
Grand Total	526

Increased from 464 service requests in February

Phone Activity

Phone Activity	Feb. 2021	March. 2022	Trend
Average calls per day	27.03	28.84	Increased
Average abandoned per day	1.47	1.29	Decreased
Average time abandon	2:35 min	1:52 min	Decreased
Average time to handle	16 seconds	15 seconds	Decreased

Payments Processed

Method Payment	Feb. 2021	March 2022	Trend
Automated Phone System	157	146	Decreased
Customer Service Staff	2235	1764	Decreased
Web Portal	1230	555	Decreased
Total	3622	2465	Decreased

PID Customer Service

October 01, 2021 – March 31, 2022

Customer Service Survey Results

Number of surveys sent to customers: 298

Number surveys returned: 41 (13.75%)

Average Rating

Customers were asked to rate service between 1 (poor) and 5(excellent)

How was your experience contacting PID?	Was our office representative friendly and helpful?	Was our office representative knowledgeable?	How would you rate our communication during your service period?	Was our field representative courteous to you?
4.51	4.68	4.46	4.43	3.95
Did we respond promptly?	Was the problem solved in a reasonable amount of time?	Was the problem satisfactorily resolved?	Did PID meeting your expectation for service?	How does PID's service compare with other businesses?
4.26	4.24	4.34	4.48	3.80

February Customer Comments

03/30/2022 ~ "Service was great. Our only problem was that our meter was locked in error."

03/30/2022 ~ "Everyone was cordial and easy to talk to."

03/30/2022 ~ "All good."

Customer Service - Improved Communication Processes Report

Updated 04/14/2022

- **Communication**

- When a property changes ownership the customer is sent a new owner letter informing them of their billing schedule and water quality. Included in this correspondence is a welcome magnet with our phone number.
- Office staff inform customers of the approximate timeline for water installation and notify customers by telephone once their water service is connected.
 - The field and contractors are responsible for communicating any delays to office staff. This process is evolving, and the team has identified areas for improvement.
- The office manager and one customer service rep attend the weekly meter project meeting.
- Customer service has received training from water treatment staff and more training is scheduled. Field and Water Treatment staff have scheduled training sessions to keep office staff informed and educated on water quality and field processes. This training helps office staff better answer a customer's technical questions.
- WaterWorks has developed an information spreadsheet to streamline information flow. This tool has become invaluable in answering our customer's project-related questions.
- Difficult questions and water request delays are escalated to the office manager who coordinates resolution with the field, contractors, and customer.

- **Written Communication Improvement**

- Mass correspondence, when time allows, is sent to the community relations committee and board for review.
- The following rubric has been developed for internal review:
 - Friendly and professional consistency
 - Absent of internal jargon
 - Clarity of dates and deadlines
 - Test for all the following components: who, what, when, where
 - Formatting that directs the reader's eye to any required action.
- Staff preparing backflow deadline notice
 - Approximately 500 customers will be noticed of the upcoming June 30, 2022 deadline for backflow device compliance.

- **Escalation of water service requests**

- Service is installed as requested, or escalated
 - Level 2 - Escalated to a crew to attempt to resolve
 - These are usually cases where the service line cannot be located and a large number are resolved.
 - Level 3 – Requires significant work including mainline work that will need to be scheduled as a project.
 - RCI is planning to bring on a third service lateral replacement/ meter install crew in January. This crew will focus on new water requests with the goal of eliminating long wait-times for new water requests.

- Meter shop supervisor is performing site assessments daily to identify any potential challenges with water installation. Information is reported back to customer service personnel and the customer is notified right away of any potential issues or delays.
 - Our district engineer, Blaine is performing the meter installation evaluation and available to answer customer questions at the counter. Customer service reps indicate having Blaine here and available has eliminated some customer frustration and the time to get orders processed has improved greatly.
- **Water use charges communication**
 - Management creating training program for customer service to support water use related calls.
 - Developing communication letter for customers (attached)
 - Developing FAQ
 - Developing Web / Social Media / Email content
 - Water use tour occurred during February and March. Tonya will be presenting to the Rotary club at the end of the month.
 - **Billing**
 - Office staff are working to revise the bi-monthly bill incorporating comments and suggestions from the community relations committee. We do not have an estimated timeframe for roll-out.
 - **New for May Billing:** Office staff making changes to allow for a single cycle of billing. Currently, customers receive bills on the 15th and the 20th. The change will consolidate bills for property owners with multiple accounts into a single billing and envelope. Bills will be mailed the 15th of each odd month and due the 15th of every even month. The pay period has also been improved. Customers now have 30 days to pay without penalty instead of 25.

**STAFF REPORT
FIELD OPERATIONS
March 2022**

TRANSMISSION & DISTRIBUTION

MAINTENANCE WORK

- PID crews have been taking care of leaks, emergencies, and maintenance issues.
- 27 scheduled main line and service line leaks were repaired this month.
- Call Center received 73 after hour calls.
- Standby received 40 calls.
- 11 emergency calls due to contractors

SERVICE LINE REPLACEMENT / WATER REQUEST

- 31 Interim Water Service Backflow devices were installed
- 50 Flow tests were performed
- 19 Service lines were replaced

CUSTOMER REIMBURSEMENT JOBS (by work order)

- Working on several requests for lateral line installs

PROJECTS

- Continued efforts are being made with RCI to keep the M.I.S.L.R project running smoothly.
- Physical work on Almond Street is complete. If any adjustments are found that need to be made to match the Town of Paradise project, they can be done under the warranty period.
- Currently working on the E.A.R Report for the State of California.

SUMMARY

As of March 24, 2022, Utiliquest is no longer being utilized.

PID has received our new locating equipment and started locating our own USA's. In this time, we have completed 326 USA tickets.

The Zenner training has been complete for all field employees. They were trained on MIU installations, Collectors, and repeaters. We are now installing metered IWS and making good progress.

We have one employee who is enrolled in the Truck Driving Academy in Yuba City and will be attending in mid-April. We have four new hires that are working on getting their CDL permits and will soon be attending as well.

STAFF REPORT
WATER TREATMENT PLANT
March 2022

WATER TREATMENT

- Production at the District's treatment plant for the month of January varied between 2.0 and 3.4 mgd, with the average day being 2.6 mgd.

- Compared to:

	<u>pre-fire March 2018</u>	<u>March 2020</u>	<u>March 2021</u>
Low	1.8	1.5	1.5
High	2.5	3.1	2.7
Avg.	2.2	2.1	2.0

- 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 can't afford to have someone sick.
- Completed required monthly reporting to Department of Drinking Water and Regional Water Control Board. Working on annual reports for 2021.
- Tesla is getting close to completing the battery system at the Plant and Pump Station. The hold up at the plant is getting permission from PG&E to place some power monitoring coils in PG&Es side of the meter cabinet, they won't fit in our side. Still waiting on PG&E.

D Tank Well

- Once we have some time to spare the Well can be placed online to offset water sold to Del Oro last year.

Staffing

- Clint Stanley took his Treatment 2 Exam in mid-February and almost passed. He will be setting up a date to take the exam again. Jaime Pineda took the Treatment 4 Exam and almost passed as well. He is reapplying to take the test again.
- Treatment staff noticed filter 1A had a void in the far end. They removed the media to find a failure in the concrete. Repairs are planned to replace the failed concrete with epoxy and put the filter back in service.

MAGALIA/PARADISE DAMS

- Monthly monitoring of piezometers at Magalia and Paradise dams was performed and reported to our consultant.

- Annual Dam inspections were performed by DSOD on both dams. They were found to be satisfactory.

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 March, we had performed 1,559 surveillance samples of the system. Of those, only one sample had a detect for Benzene, but when resampled was non-detect. These results are continuing to be very promising.
- Routine Sampling – 4 Bacteriological samples are taken each week at locations throughout the Distribution system. They are analyzed for Total Coliforms, Fecal Coliform & E. Coli. These samples verify the potability of the water in the system.

March 2022, WATER QUALITY

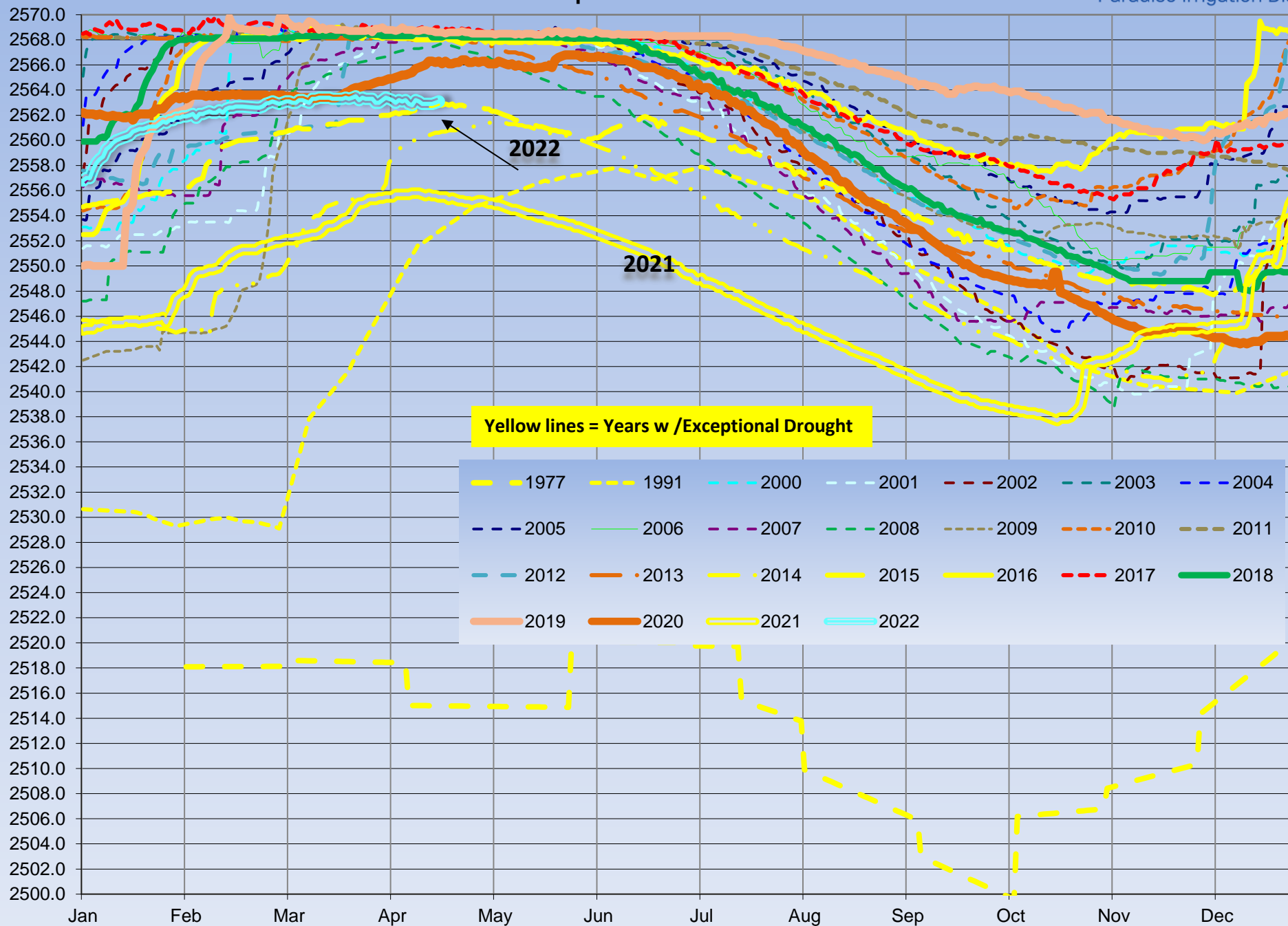
- Average daily production: 2.6 mgd
- Average effluent turbidity: 0.04 ntu
- Average raw water turbidity: 0.56 ntu

Water Levels (as of 3/31/2022)

- Magalia Reservoir 2,190.0
- Paradise Lake -4.9'
- Percentage of Water in Storage 87% of Total Available
- Rainfall for 2021/2022 rainfall year:

▪ October	Magalia Res. 15.8"	Paradise Lake 15.48"
▪ November	5.75"	4.65"
▪ December	23.18"	17.85"
▪ January	2.61"	3.38"
▪ February	0.03"	0.02"
▪ March	1.52"	1.80"
▪ April		
▪ May		
▪ June		
▪ July		
▪ August		
▪ September		
Total for 2021/2022 Rain Year	48.89"	43.18"
Average Rainfall	64.00"	65.20"

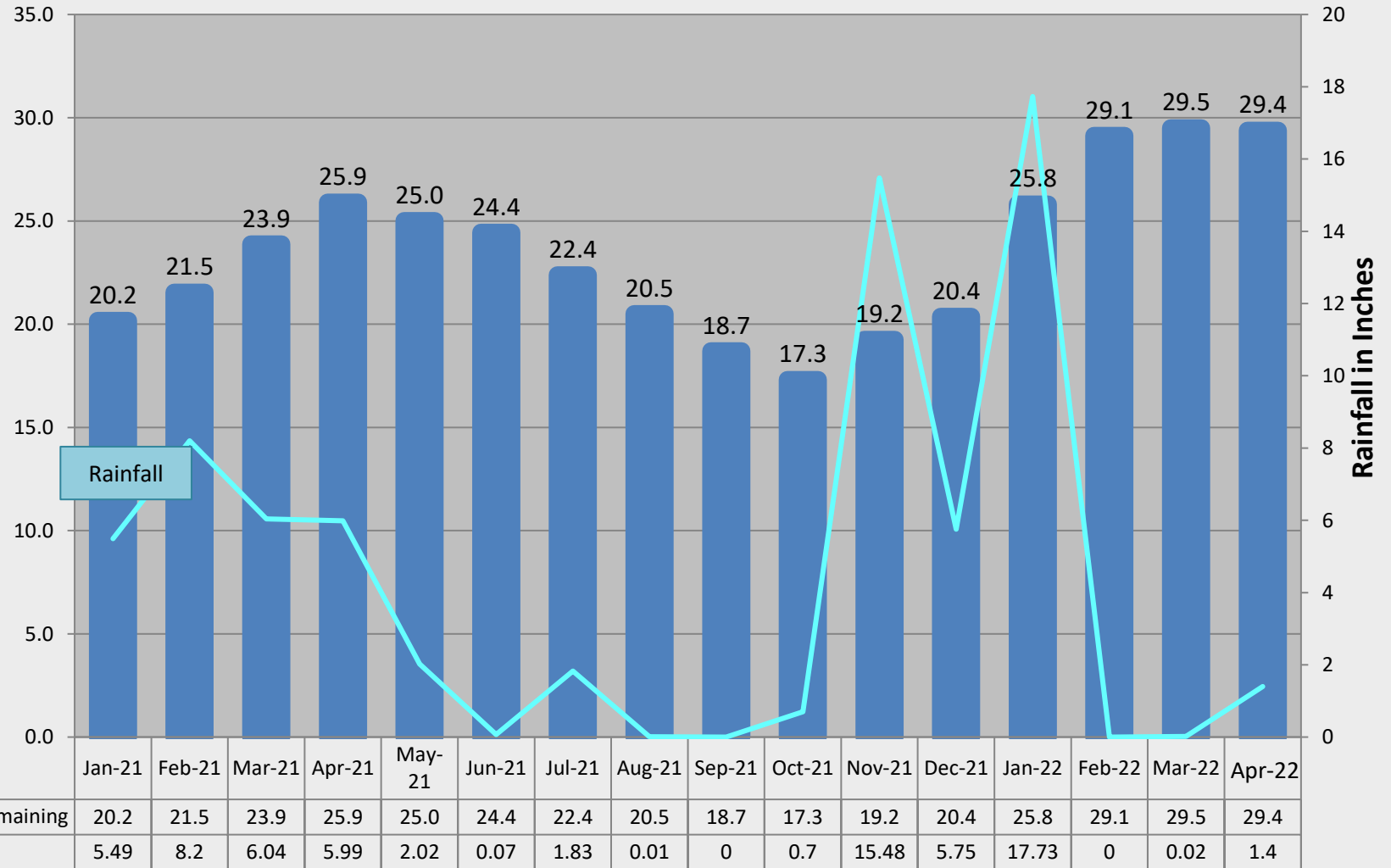
Paradise Lake Elevation
Updated 04/14/2022
Spill = 2568.1



Months of Supply Remaining on the First of the Month with No Future Rain Based on 2020/21 Use

Full Reservoir Supply is 33.84 Months of Supply Remaining. Water use from Oct 2020 through Oct 2021 averaged 363 acre feet per month

Pre-November 2018 Full reservoir



ENGINEERING REPORT

4-14-22

District Engineering Update for the Board of Directors

1. Sent multiple New Meter Estimates to customers to reduce backlog of requests.
2. Multiple Design Review Requests completed for the Town of Paradise.
3. Performing research and creating path forward for determining customer owned backside piping material to determine if there are lead lines on the customers side in our system. So far, this has been a collaborative effort with assistance from Water Works and PID staff.
4. The Town of Paradise has sent over initial plans for their off-system road rehabilitation project. I have started to review drawings and will need to be sending a letter to the Town with our determination soon.
5. Worked with UNICO Engineering for TOP Hardscape Repair project to install new services in conjunction with their work. We will be supplying new meter boxes to be installed in sidewalk while they are performing their work. PID staff also ran new service laterals on Skyway to prevent damage in future to new sidewalks and roadway.
6. Compiled information and attended mediation meeting regarding Camp Fire damages.
7. Working with TOP to coordinate service lateral replacements for their Gap Closure Complex project. I have worked with Water Works to have RCI complete service lateral replacements so that future water requests will not require damaging new pavement and sidewalk installations. This work is set to be completed by June 1, 2022.
8. Working on agreement with TOP to raise and lower valve covers and boxes for their Almond Street and Gap Closure Complex projects. PID has requested that the Town's contractor perform this work at an estimated cost of \$63,500.



Paradise Irrigation District

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

TO: Board of Directors

FROM: Blaine Allen, District Engineer

DATE: April 14, 2022

RE: Town of Paradise Almond Street and Gap Closure Complex
4/20/22 Board of Directors Regular Meeting

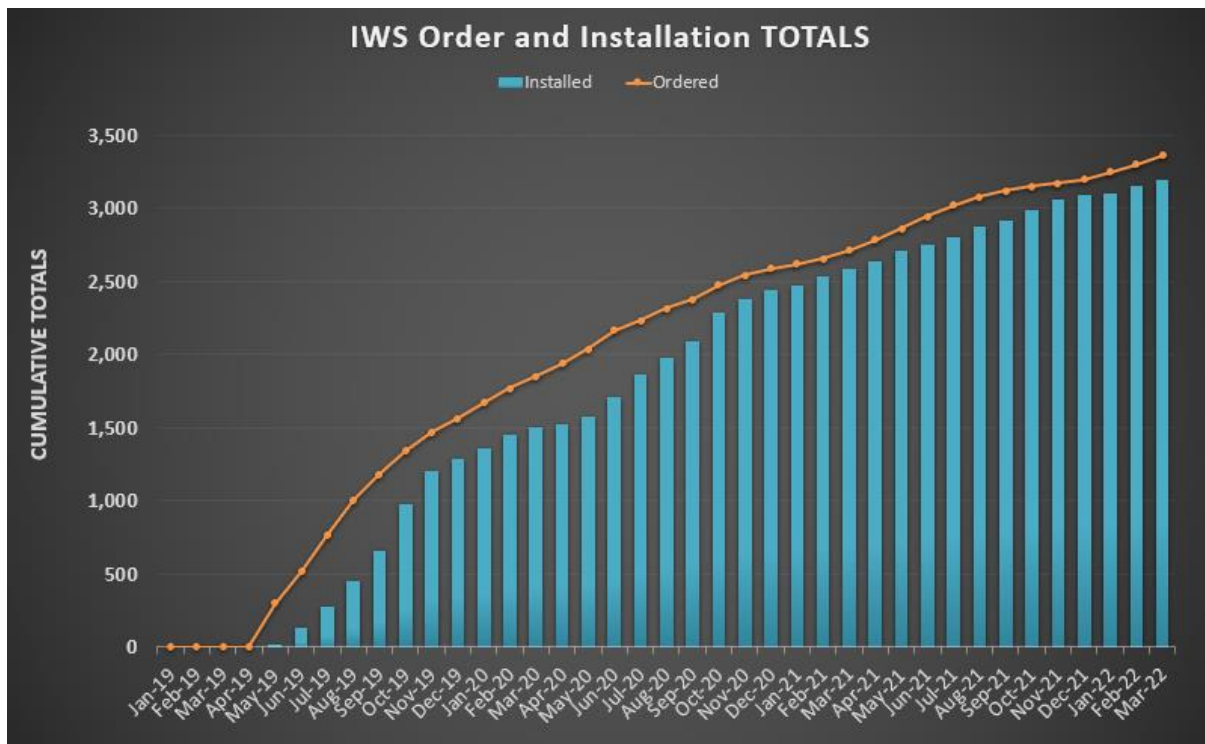
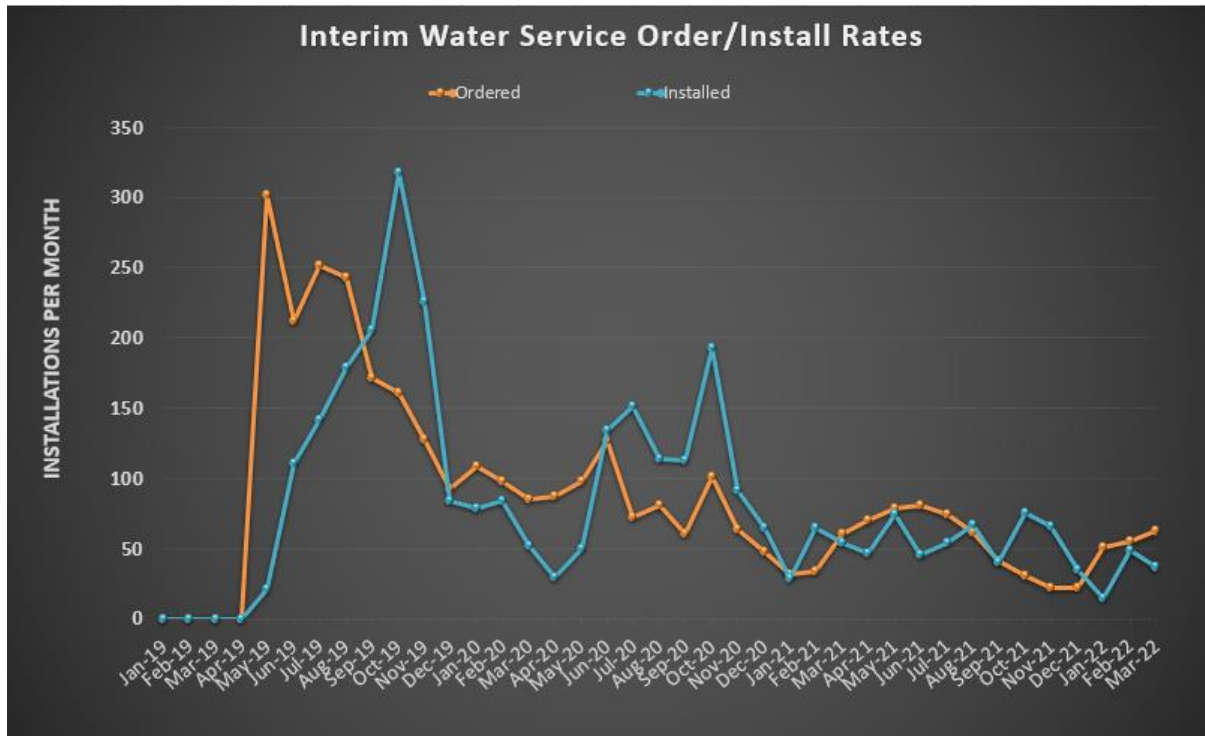
This memo is for informational purposes and no action is required. The District Manager approved a letter accepting liability for the cost of lowering and raising valve boxes and meter boxes in an estimated amount of \$63,500 for the Town of Paradise Almond Street and Gap Closure Complex project. This project was originally designed and set for construction in 2018 and is now nearing completion. At this current time PID staff does not have the manpower to complete this work and has requested the Town's contractors perform this work.

PID staff has directed RCI to complete service lateral replacements in the Gap Closure Complex Project area. There will be approximately 24 service lateral replacements completed. It was decided to have this work completed prior to the Town's contractor installing new sidewalks and repaving these sections of road. These laterals will be replaced within the current contract of the Meter Installation and Service Lateral Replacement (MISLR) project, and the cost of work is FEMA reimbursable. Service laterals for the Almond Street Project were completed at the same time as the main replacement. With this work being completed at this time PID is reducing any future impacts to these locations.

Water Supply Recovery Program Update

Metered Interim Water Service

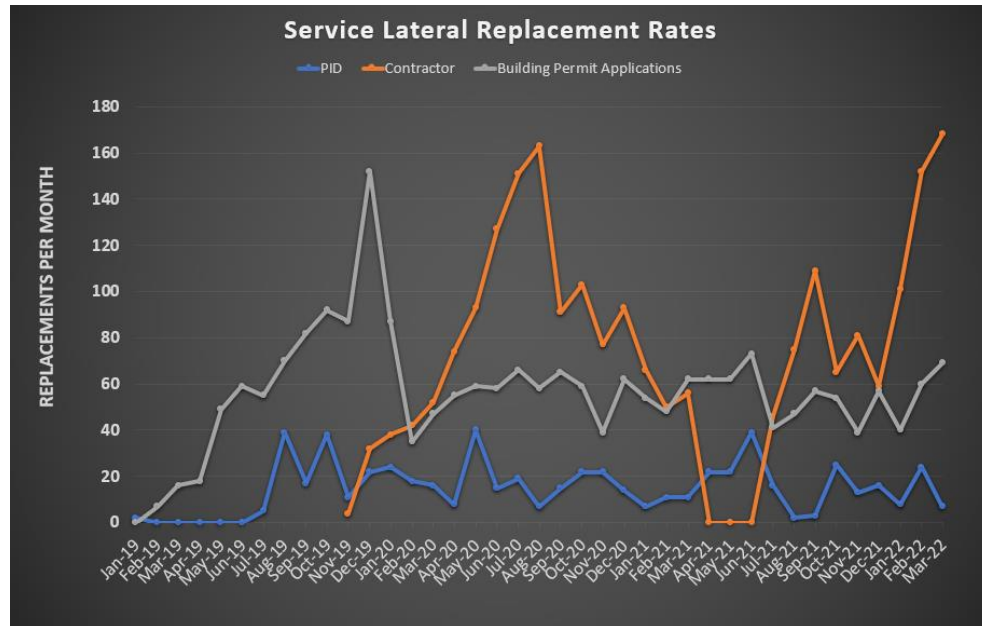
MIWS orders in March saw a moderate increase to about 65/mo. 40 installations were completed in February as PID crews took a short pause to get trained on MIU installation so that the installed MIWS systems would be ready for service as the metering system is brought on line. PID crews expect to increase their installation rate of MIWS in April and continue to make progress on the backlog.



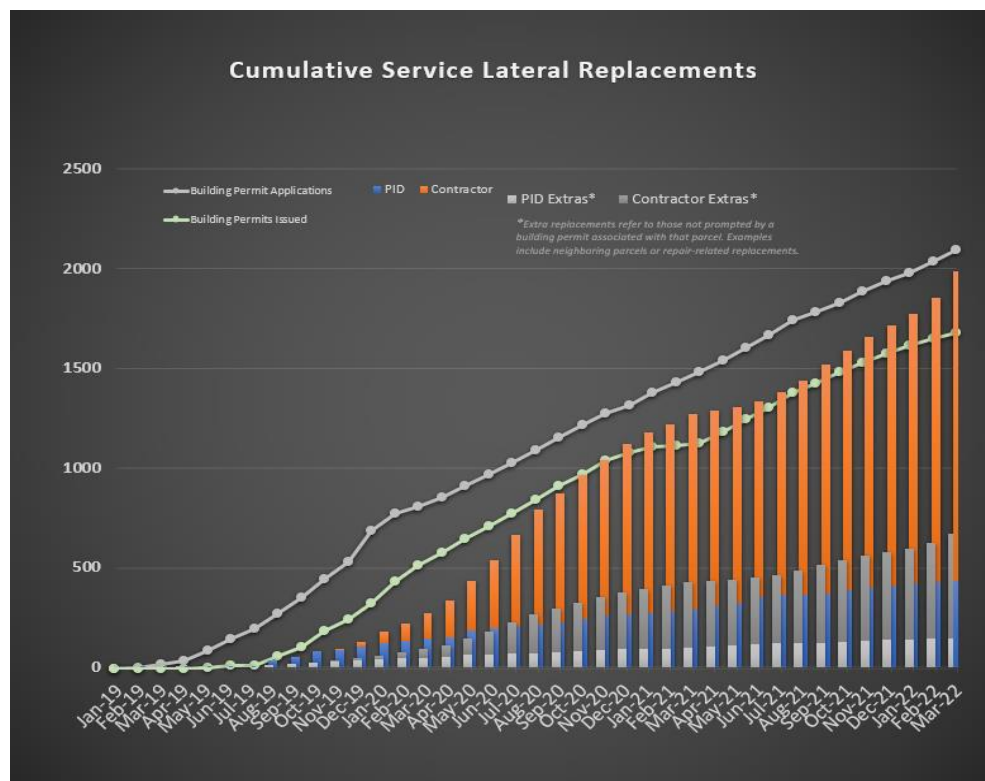
Water Supply Recovery Program Update

Meter Installation and Service Lateral Replacement Program

The Meter Installation and Service Lateral Replacement (MISLR) project continued to increase production rate in March with just over 170 completed by RCI prior to month's end. This is the highest production rate we have seen over the entire recovery project. New permit applications at the Town of Paradise increased to 70/mo., however with the increase in service lateral installation rate, the total number of locations where a building permit application has been submitted which have had their service lateral replaced is now nearly 2000 out of approximately 2100 building permits applied for to date.



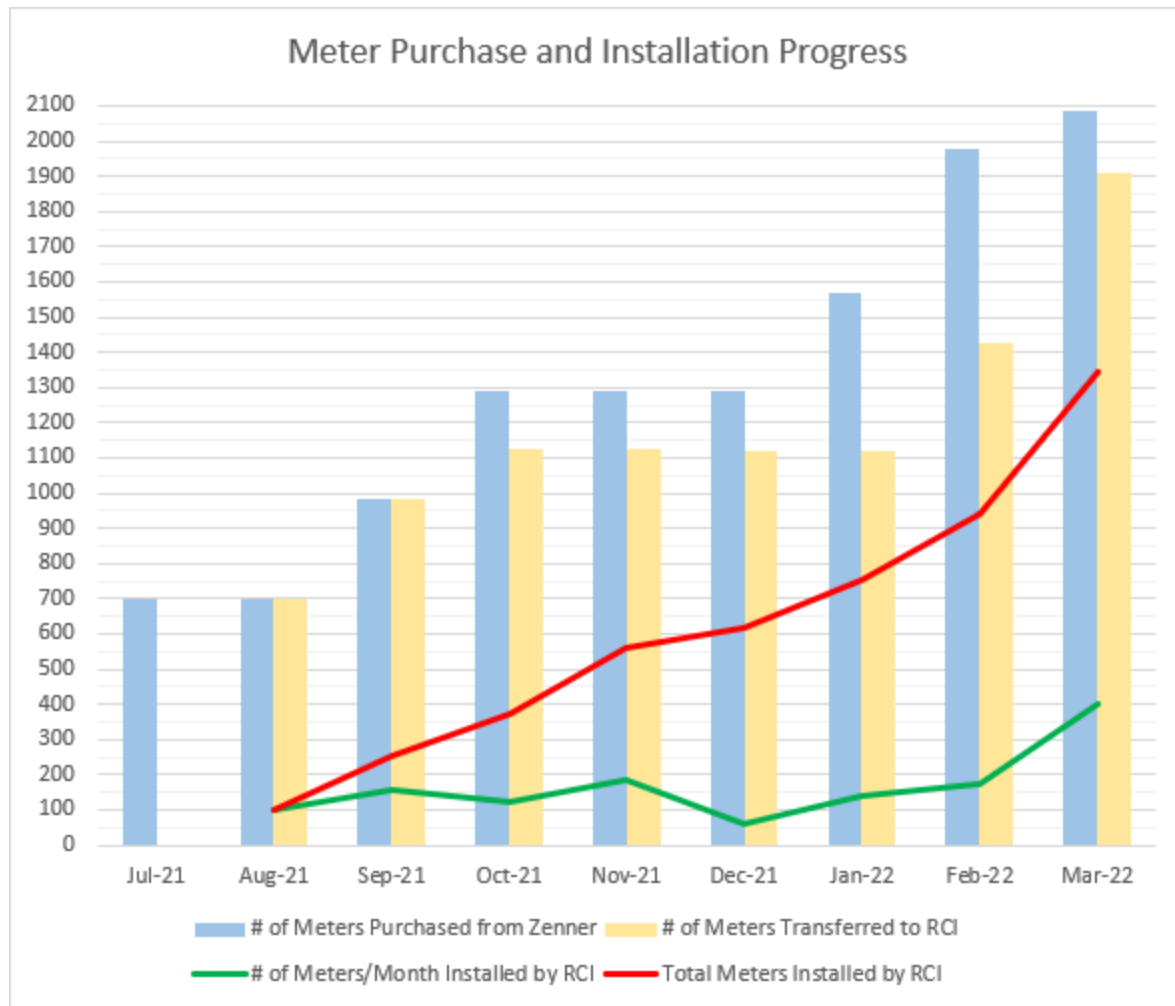
Water Supply Recovery Program Update



Meter Replacement Program

Through the end of March a total of 2,088 meters have been purchased from Zenner and 1,910 have been transferred to RCI. In the month of March approximately 403 meters were installed, totaling approximately 1,346 meter installations from the start of the project through the end of March. In the month of March, RCI continued to install MIUs on new meters but has not yet gone back to do MIU installs for meters installed prior to training. PID operations staff and meter shop were trained on MIU installation and have been installing meters on Metered IWS and service laterals that they replace. Office personnel were trained by Zenner on intaking metered data in the first week of April. PID, Zenner, and Tyler Technologies will continue to work on getting metered data in PID's billing system to prepare for billing by consumption. Additionally, the interface for the DropCounter application, where customers can monitor their water usage will be completed.

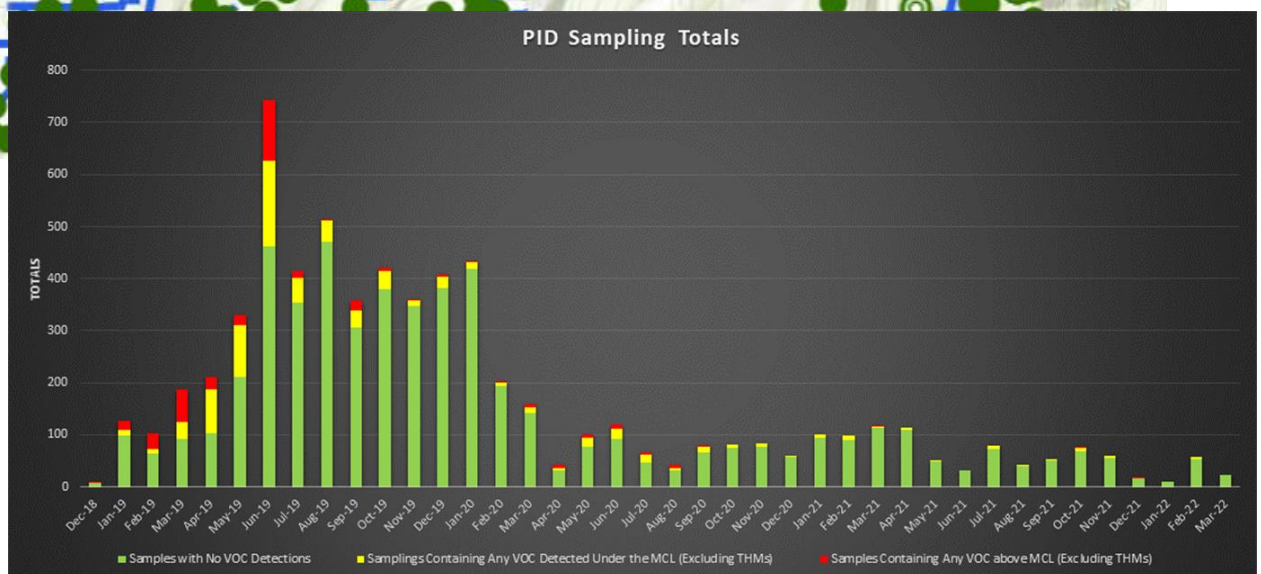
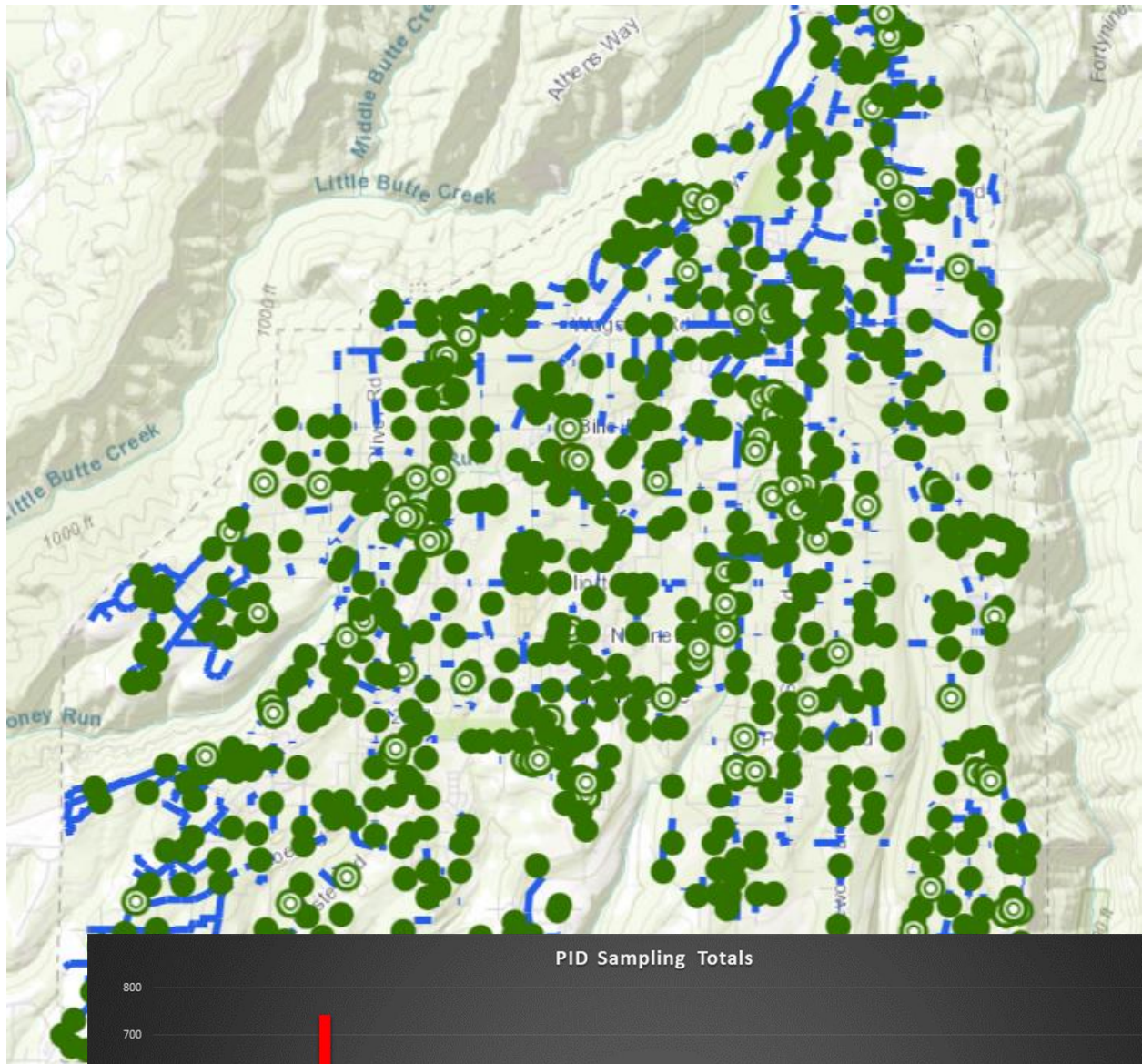
Water Supply Recovery Program Update



Water Supply Recovery Program Update

Water Quality Assurance Monitoring

Water Quality Assurance Monitoring continues to show regulatory compliance and the absence of fire related VOCs in the water distribution system mains being tested. The program will continue through fall 2022.



Water Supply Recovery Program Update

Main Replacement Project

Work continues in the definition of the first phase of the main replacement project. For that phase, we are planning to replace small diameter, dead-end mains which experienced contamination during initial sampling. These will be upgraded to 6" mains with hydrants in most locations.

Reservoir B Replacement Project

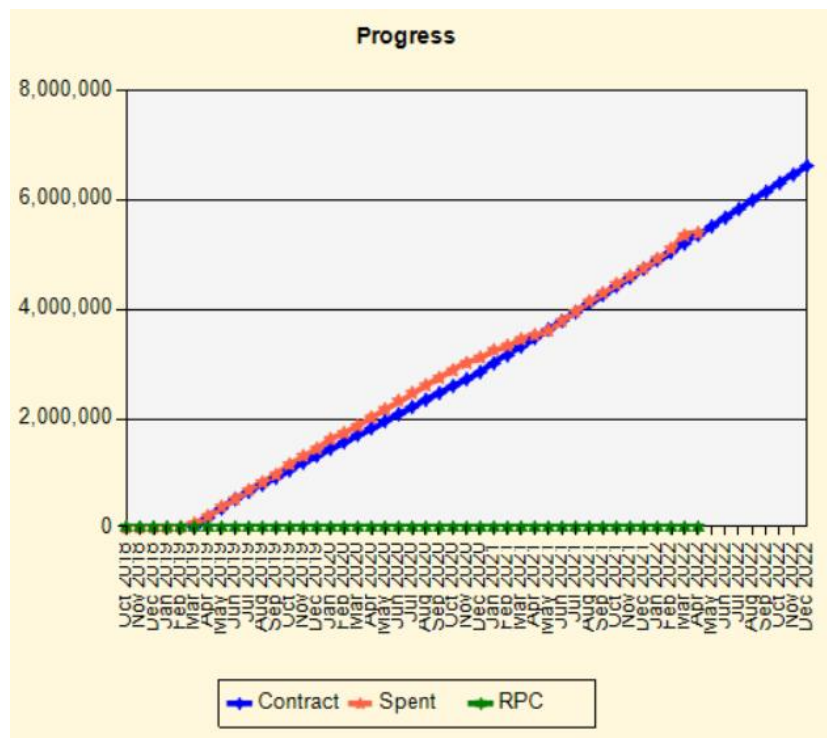
We continue to navigate the SRF/ASADRA funding process and provide any information requested by the DFA in their processing of the grant application. According to our Project Manager from the Division of Financial Assistance (DFA) the project file was sent to the contract unit for approval on 4/11/22.

Previous timelines given by the DFA Project Manager were to expect that a contract would be available for review and signing in Q2 2022. The timeline was recently revised, however to expect 4 to 6 months for the contract unit to review and approve the project and to expect a contract to come to PID review and acceptance in Q3 2022 (August-October). The fully executed agreement would follow within 4-6 weeks.

If a funding agreement is on-track to be received in Q3 2022, we would continue to recommend that the Reservoir B Replacement Project bid documents be put out to bid as soon as the funding agreement is released to PID. This would put Notice to Proceed in early-2023 and have the project complete by the end of 2023.

Budget

Total billing for December was \$255,213, considerably above our projected average burn rate for the remainder of the project (\$158,000/mo). This reflects the continued increase in contractor activity and the consequential increase in the need for field inspections, contract coordination, and other construction administration services. We now have a good idea of the amount of additional budget which will be necessary to manage the increased scope and pace of the project through completion. We have a contract change order request prepared for consideration to continue the level of service we are providing through the end of the MISLR contract.





PARADISE IRRIGATION DISTRICT

"Paradise Irrigation District (PID) is dedicated to the business of producing and delivering a safe, dependable supply of quality water in an efficient, cost effective manner with service that meets or exceeds the expectation of our customers."

DATE: April 20, 2022

TO: PID Board of Directors

FROM: Mickey Rich, Assistant District Manager

RE: Consider participation for Paradise welcome sign

Impact to Budget? Low

Recommendation:

Consider PID logo to be displayed on the "Welcome to Paradise" sign.

Total cost: \$1100.00 over 5 year period.

Sign creation, installation and 1st year maintenance = \$500.00

Maintenance for additional 4 years @ \$150 per year = \$600.00

The recommended form of motion would be:

"I move to approve the attached PID Logo to be included on the Welcome to Paradise sign for a 5-year commitment and total cost of \$1100.00."



DATE: 3/1/2022
 TO: BOD
 FROM: Dam Efseaff, District Manager
 SUBJECT: Paradise Welcome Sign Agreement

Summary

A citizen led ad-hoc group has led the effort to reconstruct a new Paradise Welcome Sign on the Skyway. The group volunteered time to develop the sign and construction drawings and develop donations for construction. Paradise Rotary will be the sign owner and the group has approached the District to handle maintenance and medallion sales. Staff have prepared a maintenance agreement and fee schedule for Board of Directors consideration.

Recommendation: Approve the maintenance agreement between Rotary of Paradise and Paradise Recreation Department and adopt fee schedule for initial installation and subscriptions.

1. Background

At the June 10, 2020 BOD meeting, Charles Brooks (Rebuild Paradise) and Brett Matteis, provided an overview of the Paradise Welcome Sign at Skyway. They reported that an ad-hoc group (the Sign Committee) met periodically over several months to discuss and develop a plan to allow community input and set up a fund through the North Valley Community Foundation to facilitate donations. At the time, the ad-hoc group (Sign Committee) also entertained the concept of a sign on Clark, but that has faded from the current conversation.

The group volunteered time to develop the sign and construction drawings and develop donations for construction. The group noted that the "Sign represents an important milestone and demonstrates the unique partnerships and dedicated volunteers that are accomplishing things in the Community." The Sign Committee conducted a design competition and public engagement process which yielded a winner with Brian Firth Landscape Architect, Inc, from Chico, received the majority vote.



Figure 1. Artist rendering of the selected Paradise Welcome Sign.



Figure 2. The new Paradise Welcome Sign is nearing completion.

As a condition of a permit process to erect the sign in the right of way, Butte County required that the sign is owned and maintained. The Welcome Sign group brokered a partnership with the Paradise Rotary to own the sign and approached the District about a potential interest in managing the sign and medallion sales.

As of this report, the sign is nearing complete build out and after a few changes to the draft agreement for long-term District management of the sign, staff would like to return for BOD consideration. The group is looking toward an April unveiling.

2. Fiscal Impact

Initial discussions with the Sign Committee were that any excess proceeds would be part of the initial fund for the sign upkeep, Paradise Rotary has set aside \$5,000 as an initial "seed" money for maintenance. Each medallion will be paid for by the organization that is adding their logo to the sign.

The medallions potentially provide a mechanism for the annual maintenance of the sign and theoretically, should reflect a no net increase in costs to the District, as long as the proceeds cover cost. The costing for the medallions should reflect:

1. Initial Costs of installation
2. Administrative costs of the program and overhead,
3. Annual maintenance (monthly servicing, vandalism repairs, clean-up, staff time, and equipment)
4. Occasional replacement signs during the first 5 years (costs of sign, installation time, and equipment)

The sign is well engineered and will last many decades, but as of this report date, we do not know the estimated long-term replacement lifespan and replacement value. As the owner of the sign, Rotary would be responsible for any structural work or long-term replacement. We propose that renewal or subscriptions term out at 5 years, so that new medallions may be installed.

Staff proceeded with the conversation with the concept that the sign would not provide an undue burden on the District and that the District will not subsidize sign costs for operations (and by extension, diminish our ability to carry out other functions across District facilities and other obligations. Therefore, staff develop cost models to estimate fees.

While there are considerable uncertainties (vandalism, damage, mid-term replacement, sluggish sales, etc.), staff wanted to develop a cost model for the sign. We developed an "initial year" (Table 1) and Years 2-5 (Table 2) estimates. These may be presented as:

Table 1. Estimated Sign Costs and Revenue.

#	Item	Description	Qty	Per unit cost	Unit	Total	Notes
Annual Costs							
1	Medallion Creation	Manufacture cost for a 24" round or square medallion sign	24	95	\$/sign	\$ 2,280.00	Assume 5-year replacement
2	Sales Tax			7.25	%	\$ 165.30	
3	Sign Installation	Installation cost for (1) sign \$250.00	5	250	\$/sign	\$ 1,250.00	Good information for future costs. If all signs installed separately \$6K
4	Annual Maintenance	Installation cost for 6 signs at one time	19	137.5	\$/sign	\$ 2,612.50	Assuming signs installed at 1 time \$3.3K.
		Assume routine inspection and duties (as needed weed eating, pressure washing, graffiti removal, wood treatment, minor sign repair, etc.)					
		Labor	24	72.8	\$/hour	\$ 1,747.20	Estimate 2 workers
		Vehicle	48	0.51	\$/mile	\$ 24.48	
		Equipment and Supplies	24	20	\$/use	\$ 480.00	Assume occasional equipment use and supplies.
Subtotal						\$ 8,559.48	
	Administrative Costs	Costs related to invoicing and managing sign sales.		0.1		\$ 855.95	
	Contingency	Costs associated with unforeseen circumstances		0.1		\$ 855.95	
Total						\$ 10,271.38	

#	Item	Description	Qty	Per unit cost	Unit	Total	Notes
Annual Revenue							
1	Medallion Sales	Sale or subscription for medallion sign	22	\$ 480.00	\$/sign	\$ 10,560.00	Assume program will cover costs of sign program.
2	Donations	Unknown			\$	\$ -	
Total						\$ 10,560.00	
Net (Revenue - Expenses)						\$ 288.62	

Notes: 1) Assume that signs last 5 years with a sign needing replacement every other year. 2) 5% Cost of living adjustment.

Table 2. Estimated Costs of Years 2-5 for Sign Program

#	Item	2	3	4	5	Total 5-year cost
Annual Costs						
1	Medallion Creation	\$ 49.88	\$ 52.37	\$ 54.99	\$ 57.74	\$ 2,494.97
2	Sales Tax	\$ 3.62	\$ 3.80	\$ 3.99	\$ 4.19	\$ 180.89
3	Sign Installation	\$ 131.25	\$ 137.81	\$ 144.70	\$ 151.94	\$ 1,815.70
4	Annual Maintenance	\$ 2,364.26	\$ 2,482.48	\$ 2,606.60	\$ 2,736.93	\$ 12,441.95
Subtotal		\$ 2,549.00	\$ 2,676.46	\$ 2,810.28	\$ 2,950.79	\$ 12,441.95
Administrative Costs		\$ 254.90	\$ 267.65	\$ 281.03	\$ 295.08	\$ 1,954.60
Contingency		\$ 254.90	\$ 267.65	\$ 281.03	\$ 295.08	\$ 1,954.60
Total		\$ 3,239.93	\$ 3,401.93	\$ 3,572.02	\$ 3,750.63	\$ 24,235.88
Annual Revenue						
1	Medallion Sales	\$ 3,300.00	\$ 3,520.00	\$ 3,740.00	\$ 3,960.00	\$ 25,080.00
2	Donations					
Total		\$ 3,300.00	\$ 3,520.00	\$ 3,740.00	\$ 3,960.00	\$ 25,080.00
Net (Revenue - Expenses)		\$ 60.07	\$ 118.07	\$ 167.98	\$ 209.37	\$ 844.12
Estimated Sign Pricing (Year 1 \$480)		\$ 150.00	\$ 160.00	\$ 170.00	\$ 180.00	\$ 1,140.00

Notes: 1) assume 1 sign replaced every other year (1/48th), 2) 5% COLA, 3) Estimates of sign pricing is the annual costs for each year divided by the number of signs for sale.

These cost estimates are guidelines only, intended to help thread the needle of forecasting costs to arrive at fair pricing. There are scenarios that make this costing inadequate to cover costs (for example, if many signs require replacement or if the number of re-subscriptions drop before the 5-year term). Just using the "annual" math the program would entail \$480 with annual subscriptions that start at \$150 and increase every year by \$10 (total of \$1,140).

Staff can only recommend approval if there is a no net cost to the District. While there are uncertainties associated with the sign maintenance, staff wanted to provide logical guidance for determining sales and to provide a simple initial structure that helps build the fund at the start, therefore we recommend the following:

- New Medallions (Year 1) - \$500
- Annual Subscription (Year 2-5): \$150

There are other structures and pricing possible, but this seemed like a reasonably simple approach. Organizations requesting new logos would pay the new medallion fee and could reapply for subsequent years up to year 5. They could pre-pay for subsequent years. This results in a total of \$1,100 per medallion for the first five years. Other variations and adjustments to the fees are possible in the future, but this provides a reasonably simple approach to administer.

3. Permits and Environmental Review

The Sign Committee and Rotary are responsible for the encroachment permit from the County. We understand, as per that permit, this maintenance agreement is a critical condition.

4. Discussion

Staff wanted to commend the sign committee and Rotary for stepping up to take on an important sign of recovery for the Ridge and Paradise.

Staff and proponents have been working on the attached draft Maintenance Agreement. Earlier versions of the document have been reviewed by legal counsel, and we have submitted the most recent for review. We hope to get additional feedback from Paradise Rotary by the BOD meeting date, but in case additional details are necessary to be worked out, we propose the BOD provide direction to staff on intent.

As part of the proposed fee structure is the definition of eligible "Community Service organizations". Staff proposes the following: The District may sell medallions to Community Service organizations that meet the following criteria:

- A 501(c)3 non-profit organization that is based in Paradise or in local communities that substantially serves local citizens.
- Other not for profit organizations (clubs, teams, schools, groups, governmental agencies) that serve the local area.
- Medallions will be sold on a first come first serve basis and locations will be sold in a top to bottom, left to right order of remaining open spots. Because we have an initial list of interested organizations, we will select randomly locations for this cohort once each organization has paid.
- The District will sell open spots on an annual or biennial basis.
- Existing organizations will receive priority to renew their spot and may pre-pay subsequent years up to 5.
- The medallion will consist of the logo of the organization. The District reserves the right to reject artwork or messages that do not reflect the community well.

Staff will incorporate this into our next considered revised organizational fee schedule and recommends regular consideration of fees to ensure that costs remain fair and cover adequate maintenance of the sign.

If there are unused medallion locations, staff suggests that Paradise and Upper Ridge "Icons" (graphic depictions of local landmarks) can occupy those locations. If there is a desire to expand eligibility, then the District and Rotary will determine a mutually agreeable process for selling medallions beyond Community Service organizations. This may result in an additional approach to determine the selection process (which may include fund-raising opportunities, selection criteria (organization type, service area, restrictions on commercial messages, etc). This is not part of the current consideration.

Staff recommends Board action includes authorizing the District Manager to complete the maintenance agreement with Rotary (Attachment A) and the adoption of the fee schedule (Attachment B), so that we may begin selling medallions immediately. This direction will allow staff to move immediately on the steps to lining up the medallion sales and installation.

Attachments:

- A. Paradise Rotary and Paradise Recreation and Park District Maintenance Agreement
- B. Welcome Sign Medallion Fee Schedule

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3/2/2022



Our water. Our future.

Agenda Page 49

Paradise Irrigation District

Paradise Welcome Sign Application

Guidelines:

1. A 501(c)3 non-profit organization that is based in Paradise or in local communities that substantially serves local citizens.
2. Other not for profit organizations (clubs, teams, schools, groups, governmental agencies) that serve the local area.
3. Medallions will be sold on a first come first serve basis and locations will be sold in a top to bottom, left to right order of remaining open spots. Because we have an initial list of interested organizations, we will select randomly locations for this cohort once each organization has paid.
4. The District will sell open spots on an annual or biennial basis.
5. Existing organizations will receive priority to renew their spot and may pre-pay subsequent years up to 5.
6. The medallion will consist of the logo of the organization. The District reserves the right to reject artwork or messages that do not reflect the community well.

Fees:

This policy adopts the following fee schedule:

1. New Medallions (Year 1) - \$500
2. Annual Subscription (Year 2-5): \$150

Organizations may opt to combine fees up to a five-year prepaid term. Subscriptions will term out at 5 years; in which case a new installation of medallions and subscription will be triggered. These fees will be subject to increases based on regular consideration of organizational fee schedules to ensure that costs remain fair and cover adequate maintenance.

*Signs will not be ordered until payment is made. Organizations may pay in advance for all years. Pay cash, card, or check at 6626 Skyway (Terry Ashe Recreation Center) *

Application:

Type of Organization:

- | | |
|--|--|
| <input type="checkbox"/> 501(c)3- Non-Profit | <input type="checkbox"/> Government/District/ School |
| <input type="checkbox"/> Business | <input type="checkbox"/> Professional Association |
| <input type="checkbox"/> Club/Team/ Group | <input type="checkbox"/> Other: _____ |

Date: _____ Name: _____

Phone: _____ Email: _____

Mailing Address: _____

Organization: _____ Tax-ID/ EIN: _____

Please email application and artwork to shoffman@paradiseprrpd.com or bring it to 6626 Skyway (Terry Ashe Recreation Center)

*****Office Use Only*****

- | | |
|--------------------------|---------------------|
| <input type="checkbox"/> | <u>Approved</u> |
| <input type="checkbox"/> | <u>No Eligible</u> |
| <input type="checkbox"/> | <u>Waiting List</u> |



PARADISE IRRIGATION DISTRICT

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

TO: Board of Directors

FROM: Colleen Boak, Water Works Engineers

DATE: April 14, 2022

RE: Meter Installation and Service Lateral Phase 2 Project - Recommendation

Background:

The Meter Installation and Service Lateral Phase 2 Project (or MISLR) was originally awarded by the District to RCI General Engineering in May of 2021 for a total original bid of \$15,776,725.00 with an authorization of an additional 10% (\$1,575,172.50) contingency funds to be exercised at the discretion of the District Manager. The project was scoped at 18 months duration with the following overall goals:

- 1,750 Service Lateral Replacements
- 4,500 Meter Installations
- 3,200 New backflow installations or reconfigurations of IWS devices

Current Project Status

At this time, the project is currently in its 8th month of work, or about 44% complete with the schedule. Working collaboratively over the past few months, RCI has augmented their staffing to adjust to PID priorities, policy updates, and field challenges, bringing production up significantly. Currently, progress on scope is as follows:

Category	Progress	Production Rate	Estimated Completion
Service Laterals	48% Complete	150+/Month	September 2022
Meters	29% Complete	400+/Month	November 2022
Backflows	30% Complete	200+/Month	February 2023

The project is on track to complete the original scope within the original scoped timeframe. The project continues to move forward efficiently and with constant dynamic improvements in process and communication, both internally and with the public.

The Board had approved at the time of award \$1,575,172.50 in contingency funding to be used for change orders as needed and approved by the District



PARADISE IRRIGATION DISTRICT

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

Manager. To date, change orders have been executed to a total of \$537,500 or 34% of that authorization, to account for the following types of changed conditions:

- Adjustments to AMI installations in working with changed conditions post-fire
- Unit prices to account for field-fitting of unique field conditions for meter/backflow installations
- Increased resilience of backflow materials to prevent corrosion

Each incidence of a changed condition is reviewed by a combination of Water Works and PID staff to authorize.

Current Demand for Water Service

Over the last year PID has continued to see an uptick in demand for water service, beyond that which was known at the time the project was originally developed. Over the last few months, Water Works and PID staff have worked together to assess these demand patterns and options to best meet them, bringing them to the Community Relations Committee and the Board alike for discussion. Consistent with these discussions, staff is recommending the expansion of the current MISLR Project quantities by 25% at this time to accommodate these increased requests.

A snapshot of current and projected quantities has been provided below:

Category	Original Contract	December 2021	Current Status	25% Expansion	Total Estimated
Service Laterals	1,750	1,788	1,908	2,188	2,300
Meters	4,500	5,013	5,194	5,625	5,600
Backflows	3,200	3,754	4,041	4,000	4,800

Comparing the highlighted columns clearly shows the need to expand contract quantities at this time. District-owned backflow demand in particular has been higher than the originally anticipated 75% of customers. Excessed in that demand beyond this contract can be accomplished in a follow-on dedicated contract or as PID staff is able to self-perform the work.

RCI has provided PID staff with updated unit pricing for an expansion of the contract by 25% of the original quantities. Unit price changes have resulted from recent fluxuations in the construction market over the last year and have been



PARADISE IRRIGATION DISTRICT

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

adjusted to reflect current pricing. These updated prices total a projected \$4,419,186.00, or 28% of the original bid price.

Funding for this project is sourced from a combination of insurance proceeds (meters), FEMA PA/Hazard Mitigation funding (service laterals and backflows), and the anticipated funding agreement with ASADRA for a portion of the District's cost share for work performed after November 1, 2021.

At this time, staff recommends the Board consider and authorize an expansion of the MISLR contract by 25% as well as authorizing 10% additional contingency funding to accompany this contract expansion.

The following is requested:

Approve the expansion of the Meter Installation and Service Lateral Phase 2 Project by up to 25%, authorizing the District Manager to execute a contract amendment with RCI General Engineering not to exceed \$4,419,186.00. Additionally authorize 10% contingency funding for this project expansion totaling \$441,918.60 to be executed at the discretion of the District Manager or his designated representative as needed.



PARADISE IRRIGATION DISTRICT

TO: Board of Directors

FROM: Tom Lando, District Manager

DATE: 4/13/22

RE: Disaster Recovery Management Services Agreement – Amendment 5
4/20/2022 Board of Directors Meeting

Following is a letter from Consultant Sami Kader, Water Works Engineers, which outlines information regarding consideration of Amendment 5 to allow for additional scope of services from Water Works Engineers to manage the increased pace of construction being performed by RCI Construction on the Meter Installation and Service Lateral Replacement Project.

The recommended form of motion for consideration is:

“I move to authorize approval of Amendment 5 and direct Staff to increase Water Works Engineers contract not-to-exceed amount to \$7,370,624.00 for disaster recovery engineering services being provided under the original Agreement dated March 14, 2019.”



WATERWORKS

E N G I N E E R S

April 13, 2022

Thomas Lando
Interim District Manager
Paradise Irrigation District
6332 Clark Road, Paradise, CA 95969

Principals
John Matta, P.E.
Ben Lee, P.E.
Sami Kader, P.E.
Mike. Fisher, P.E.
Rob Bryant, P.E.

RE: Disaster Recovery Management Services Agreement – Amendment 5

Dear Mr. Lando:

In March 2019, Water Works Engineers was contracted on a time and materials contract, not to exceed \$1M, to perform Recovery Engineering services. As anticipated at the time of the Agreement, the exact definition of those services has changed over time.

- Amendment 1, issued in October 2019, extended our services through May 2020.
- Amendment 2, issued in May 2020 extended our services through October 2020.
- Amendment 3, issued in October 2020 extended our services through March 2021. Adjusting for changes in needed level of effort, we were able to continue services through June 2021.
- Amendment 4, Issued in June 2021 extended our services through December 2022 to accommodate the Meter Installation and Service Lateral Replacement Project along with several other scope items.

This Amendment 5 is to allow for Water Works Engineers to accommodate an increase in the scope of the Meter Installation and Service Lateral Replacement Project as follows:

1. The Meter Installation and Service Lateral Replacement (MISLR) Project construction scope is being expanded by 25-30%. A significant increase in demand for water service in the PID system has resulted in the need to increase the contractor's scope in order to meet customer demand.
2. The MISLR construction contractor (RCI) has chosen to meet this increased demand by doubling their crews (from 4 crews to 8 crews). In order to observe and support the construction, this effectively means a doubling of Water Works Engineers field representatives.
3. This amendment will provide two (2) additional full-time field representatives for Water Works Engineers, along with the planning and supervisory efforts needed to support them. The additional field representatives would be assigned to the project through December 2022.
4. RCI expects to be complete with the project scope, including the 25-30% increase in scope, in the original project schedule (by December 2022). This scope for Water Works Engineers reflects that schedule. Work extending into 2023 would require re-assessment of budget at that time.

The original contract budget and budget amendments are summarized below:

Subtask	Title	Original Contract Budget	Amdt. 1 Budget	Amdt. 2 Budget	Amdt. 3 Budget t	Amdt. 4 Budget	Amdt. 5 Budget	Total Project Budget
1	Program Management	\$435,000	\$215,000	\$185,000	\$185,000	\$493,275	\$0	\$1,513,275
2	Recovery Planning	\$155,000	\$0	-\$14,000 ¹	\$0	\$0	\$0	\$141,000
3	Testing and Recovery of Existing Distribution System	\$410,000	\$410,000	\$105,000	\$105,000	\$88,020	\$0	\$1,118,020
4	Permanent Work Assistance	\$0	\$375,000	\$554,000	\$480,000	\$1,679,731	\$749,986	\$3,838,717
5	Reservoir B Replacement Project	\$0	\$0	\$20,000	\$80,000	\$659,612	\$0	\$759,212
	Project Total	\$1,000,000	\$1,000,000	\$850,000	\$850,000	\$2,920,638	\$749,986	\$7,370,624

1. This subtask under-ran previous project budget and the budget was reduced to reflect that under-run.

The attached Amendment and attachments detail the scope and fee basis for this request. Thank you for your consideration of this Amendment 5. Please let me know if you have any questions or need anything additional.

Very Truly Yours

WATER WORKS ENGINEERS, LLC



Sami Kader, PE

Principal Engineer, Program Manager

AMENDMENT 5

TO THE AGREEMENT BETWEEN PARADISE IRRIGATION DISTRICT AND WATER WORKS ENGINEERS REGARDING PROGRAM MANAGEMENT SERVICES IN THE SUPPORT OF THE WATER SYSTEM RECOVERY PROJECT FOLLOWING THE 2018 CAMP FIRE DISASTER

This Amendment is made and entered into this 20th day of April 2022 by Paradise Irrigation District, an irrigation district formed and existing under Division 11 of the California Water Code (“District”) and Water Works Engineers, LLC (“Consultant”). District and Consultant are collectively referred to as “Parties”.

RECITALS

Whereas, on March 14th, 2019, parties entered into an Agreement for Program Management Services for the Water System Recovery Project (“Agreement”)

Whereas, on September 27th, 2019, parties Amended that Agreement with Amendment 1

Whereas, on May 15th, 2020, parties Amended that Agreement with Amendment 2

Whereas, on September 16th, 2020, parties Amended that Agreement with Amendment 3

Whereas, on June 16th, 2021, parties Amended that Agreement with Amendment 4

Whereas, since that time, parties have identified additional work that must be performed; and

Whereas in accordance with Paragraph XIII of the Agreement, the parties desire to modify the Agreement to reflect changes in the scope of work.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby stipulated, the parties agree as follows:

1. Paragraph III (B)(1) shall be amended to state:

Consultant shall be solely responsible for satisfactorily completing the Project, including those tasks described in Exhibit A, Exhibit A – Amendment 1, Exhibit A – Amendment 2, Exhibit A - Amendment 3, Exhibit A – Amendment 4 and Exhibit A – Amendment 5. Consultant shall supervise and direct the work to the best of Consultant’s ability and give all attention for such proper supervision and direction.

2. Paragraph VI (A) shall be amended to state:

Payment: Consultant will be paid on a time and materials basis in an amount “not to exceed” \$7,370,624.00 for the Project and work to be performed in Exhibit A, Exhibit A – Amendment 1, Exhibit A – Amendment 2, Exhibit A – Amendment 3, Exhibit A – Amendment 4 and Exhibit A – Amendment 5. No Work in addition to the work described in this Agreement, including Exhibits, shall be performed by Consultant without prior written authorization by District as provided for in section IX of the Agreement. Progress payments shall be made monthly for work completed based upon the billing rates

contained in the Schedule of Rates/Fees attached hereto as Exhibit B, Exhibit B – Amendment 1, Exhibit B – Amendment 2, Exhibit A – Amendment 3, Exhibit A – Amendment 4 and Exhibit B – Amendment 5.

Except as modified herein, the provisions of the March 14, 2019 Agreement shall apply.

IN WITNESS WHEREOF the parties execute this Agreement on the day and year first herein above written.

Signature

Sami Kader, Principal

ATTEST:

Printed Name and Title

TAXPAYER ID 20-3148271
Business Type:
Corporation ☐ Yes ☐ No
Other: LLC
(Complete W-9 enclosed)

PARADISE IRRIGATION DISTRICT

ATTEST:

Georgeanna Borrayo, District Secretary

Thomas Lando, District Manager

Attachments:
Exhibit A – Amendment 5: Consultant’s Scope of Work
Exhibit B – Amendment 5: Consultant’s Schedule of Fees
Exhibit C – Amendment 5: Insurance Requirements

EXHIBIT A – AMENDMENT 5

Scope of Work to be performed by the Consultant

(see attached)

AMENDMENT 5

Paradise Irrigation District and Water Works Engineers

Program Management Services for Water System Recovery Project

EXHIBIT A – AMENDMENT 5:

SCOPE OF WORK

The following services will be provided by ENGINEER for this project under this Amendment:

REASON FOR AMENDMENT 5

In March 2019, Water Works Engineers was contracted on a time and materials contract, not to exceed \$1M, to perform Recovery Engineering services. As anticipated at the time of the Agreement, the exact definition of those services has changed over time.

- Amendment 1, issued in October 2019, extended our services through May 2020.
- Amendment 2, issued in May 2020 extended our services through October 2020.
- Amendment 3, issued in October 2020 extended our services through March 2021. Adjusting for changes in needed level of effort, we were able to continue services through June 2021
- Amendment 4, Issued in June 2021 extended our services through December 2022 to accommodate the Meter Installation and Service Lateral Replacement Project along with several other scope items

This Amendment 5 is to allow for Water Works Engineers to accommodate an increase in the scope of the Meter Installation and Service Lateral Replacement Project as follows:

1. The Meter Installation and Service Lateral Replacement (MISLR) Project construction scope is being expanded by 25-30%. A significant increase in demand for water service in the PID system has resulted in the need to increase the contractor's scope in order to meet customer demand.
2. The MISLR construction contractor (RCI) has chosen to meet this increased demand by doubling their crews (from 4 crews to 8 crews). In order to observe and support the construction, Water Works Engineers field services group dedicated to the project has had to increase significantly. Water Works Engineers scope described in Amendment 4 (June 2021) specifically included assumptions regarding the number of inspectors which would be required for the project. The change in approach from RCI has required doubling of the amount of field personnel and support staff from the assumptions made in Amendment 4.
3. This amendment will provide two (2) additional full-time field representatives for Water Works Engineers, along with the planning and supervisory efforts needed to support them. The additional field representatives would be assigned to the project through December 2022.
4. RCI expects to be complete with the project scope, including the 25-30% increase in scope, in the original project schedule (by December 2022). This scope for Water Works Engineers reflects that schedule. Work extending into 2023 would require re-assessment of budget at that time.

The specific scope amendment is only to Subtask 4.5 as follows:

SUBTASK 4 – PERMANENT WORK ASSISTANCE

ENGINEER will provide project management assistance in the replacement of damaged infrastructure with the following permanent work assistance tasks:

Paradise Irrigation District

Disaster Recovery Management Services Agreement – Amendment 5

Exhibit A5 – Scope of Work and Schedule

Page | 1

SUBTASK 4.5 METER INSTALLATION AND SERVICE LATERAL REPLACEMENT (MISLR) PROJECT, PHASE 2 CONSTRUCTION MANAGEMENT

Provide additional construction contract management and inspection services for the Meter Installation and Service Lateral Replacement (MISLR) Project Contractor as well as the Zenner Meter Replacement Project in conjunction with MISLR. Includes: Development of replacement location lists with 2-3 week look-ahead, coordination with PID staff, pre-construction conference and weekly construction meeting leadership, daily inspection of service lateral replacements, documentation of service lateral replacements, tracking of Contractor unit production for all unit price items, schedule tracking, processing of payment applications, handling field questions from Contractor. We will also be helping to manage inventory of flowmeters, integration and start-up of flowmeters with Zenner, and the restoration of metered charges with PID staff. The additional construction management and inspection services will consist of two additional full time inspectors for 10 months along with planning and supervisory support for those inspectors. It is still anticipated the project will be completed at the end of December 2022.

PROJECT SCHEDULE

Work on all subtasks will run through December 2022.

EXHIBIT B – AMENDMENT 5

Compensation is based on the following schedule of rates and fees

(see attached)

AMENDMENT 5

Paradise Irrigation District and Water Works Engineers

Program Management Services for Water System Recovery Project

EXHIBIT B – AMENDMENT 5: FEE

ENGINEERING FEE

Payment for Subtasks 1 through 5 will be on a Time and Expense basis and invoiced in accordance with the Hourly Wage Rates in the following table.

Classification	Title	Hourly
AA	Administrative	\$111.46
T1	CADD Tech 1	\$92.88
T2	CADD Tech 2	\$125.66
T3	CADD Tech 3	\$154.07
I1	Field Inspector	\$149.70
I2	Senior Inspector	\$166.09
I3	Supervising Inspector	\$185.76
E1	Staff Engineer	\$138.78
E2	Associate Engineer	\$169.37
E3	Project / Structural Engineer	\$191.23
E4	Senior Project Engineer / Manager	\$221.82
E5	Principal Engineer	\$256.79

Notes:

1. A markup of 10% will be applied to all project related Direct Costs and Expenses.
2. An additional premium of 25% will be added to the above rates for Expert Witness and Testimony Services.
3. Rate effective through December 31, 2022. A 3% increase will be added for any services performed in each year thereafter.

Total Budget for each task will be as follows:

Subtask	Title	Original Contract Budget	Amdt. 1 Budget	Amdt. 2 Budget	Amdt. 3 Budget t	Amdt. 4 Budget	Amdt. 5 Budget	Total Project Budget
1	Program Management	\$435,000	\$215,000	\$185,000	\$185,000	\$493,275	\$0	\$1,513,275
2	Recovery Planning	\$155,000	\$0	-\$14,000 ¹	\$0	\$0	\$0	\$141,000
3	Testing and Recovery of Existing Distribution System	\$410,000	\$410,000	\$105,000	\$105,000	\$88,020	\$0	\$1,118,020
4	Permanent Work Assistance	\$0	\$375,000	\$554,000	\$480,000	\$1,679,731	\$749,986	\$3,838,717
5	Reservoir B Replacement Project	\$0	\$0	\$20,000	\$80,000	\$659,612	\$0	\$759,212
	Project Total	\$1,000,000	\$1,000,000	\$850,000	\$850,000	\$2,920,638	\$749,986	\$7,370,624

1. This subtask under-ran previous project budget and the budget was reduced to reflect that under-run.

Water Works Engineers Fee Estimate

Client Paadise Irrigation District
 Project Disaster Recovery Management Services
 Task Order No Amendment 5
 Prepared by Kader
 Date 4/13/2022



WATERWORKS
 E N G I N E E R S

						Hours and Fee		
						Subtask 4.5		
						Year		
						2022		
						MISLR Project CM		
Water Works Engineers				2022	Total Hours	FTEs	hrs	fee
Classification	Title	Hourly Rate						
AA	Administrative	\$111.46	-	-				
T1	Drafter/Technician	\$92.88	-	-				
T2	Designer/Technican	\$125.66	-	-				
T3	Senior Designer/Technician	\$154.07	-	-				
I1	Field Inspector	\$149.70	-	-				
I2	Senior Inspector	\$166.09	-	-				
I3	Supervising Inspector	\$185.76	-	-				
E1	Staff Engineer	\$138.78	3,200	2.0	3200	\$444,084		
E2	Associate Engineer	\$169.37	640	0.4	640	\$108,399		
E3	Project Engineer	\$191.23	640	0.4	640	\$122,385		
E4	Senior Project Engineer	\$221.82	-	-				
E5	Principal Engineer	\$256.79	200	0.1	200	\$51,358		
Expenses								
	WWE Expenses							\$21,600
	Remedy Engineering							
Subconsultant/Expense Markup		10%						\$2,160
Annual Increase for WWE rates of		3%						
Subtask Totals							4680	\$749,986

7370624

Amendment 3 Total	
Hours	Fee
4680	\$749,986

EXHIBIT C – AMENDMENT 5

INSURANCE REQUIREMENTS

Consultant agrees with the Paradise Irrigation District that:

- a) By his/her signature hereunder, Consultant certifies that he/she is aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and he/she will comply with such provisions before commencing the performance of the work of this agreement. Consultant and subconsultants will keep workers' compensation insurance for their employees in effect during all work covered by this agreement.
- b) Consultant will file with the Paradise Irrigation District before beginning work, certificates of insurance and policy endorsements satisfactory to the Paradise Irrigation District evidencing general liability coverage, of not less than \$1,000,000 per occurrence (\$2,000,000 general and products-completed operations aggregate (if used)) for bodily injury, personal injury and property damage; auto liability of at least \$1,000,000 for bodily injury and property damage each accident limit; workers' compensation (statutory limits) and employer's liability (\$1,000,000) (if applicable); requiring 30 days (10 days for non-payment of premium) notice of cancellation to the Paradise Irrigation District. Such insurance shall be primary and any insurance, self-insurance or other coverage maintained by the Paradise Irrigation District, its directors, officers, employees, or authorized volunteers shall not contribute to it. The general liability coverage shall give the Paradise Irrigation District, its directors, officers, employees, and authorized volunteers insured status using ISO endorsement CG2010, CG2033, or equivalent. Coverage is to be placed with a carrier with an A.M. Best rating of no less than A-:VII, or equivalent, or as otherwise approved by the Paradise Irrigation District. In the event that the Consultant employs other consultants (sub-consultants) as part of the work covered by this agreement, it shall be the Consultant's responsibility to require and confirm that each sub-consultant meets the minimum insurance requirements specified above. Consultant agrees to waive subrogation which any insurer may acquire by virtue of payment of any loss. Consultant shall obtain any endorsement necessary to affect this waiver of subrogation.
- c) Consultant shall maintain errors and omissions liability insurance appropriate to the Consultant's profession of no less than \$1,000,000 per claim and aggregate for this project.
- d) Insurance must be maintained for at least five years after completion of contract work.

AMENDMENT 5

Paradise Irrigation District and Water Works Engineers
Program Management Services for Water System Recovery Project

If any of the required coverages expire during the term of this agreement, the Consultant shall deliver the renewal certificate(s) including the general liability additional insured endorsement to the Paradise Irrigation District at least ten (10) days prior to the expiration date.

Signature of Consultant's Authorized Official:

Name and Title of Consultant's Authorized Official:

Sami Kader, Principal

Date: _____

AMENDMENT 5

Paradise Irrigation District and Water Works Engineers
Program Management Services for Water System Recovery Project



PARADISE IRRIGATION DISTRICT

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

TO: Board of Directors

FROM: Colleen Boak, Water Works Engineers

DATE: April 14, 2022

RE: Almond Street Main Replacement Project – Notice of Completion

Background:

In April 2021, the Board reviewed the results of a public bid process for construction services to install a new subsurface water main along Almond Street in Paradise, as well as re-establishing services to adjacent properties. At that time, the Board approved the award of the project to the lowest responsible bidder, Santos Excavating, for the not to exceed amount of \$595,640.00.

The scope of work for this project met with several hurdles throughout construction: material procurement difficulty, coordination with other projects in the same footprint, congested traffic control, and post-fire conditions differing from those that existed when the project was originally designed in 2018. The project completion date was adjusted to accommodate these delays and changed conditions, as well as several change orders executed to bring the design up to current PID and Town standards.

Working through these issues, the scope of work was accomplished to meet the District's current standards. As a result, the reliability of the main network in the downtown area of Paradise has significantly improved, and all service laterals along this corridor have been replaced in advance of the Town of Paradise's paving plans.

See below for a summary of the project's cost and change orders, as previously reviewed and approved by the Board:

Almond Street Overview	
Original Bid Price	\$ 595,640.00
Original Contingency	\$ 60,000.00
Additional Board Approved Contingency	\$ 60,000.00
Total Contingency	\$ 120,000.00
Total Change Orders	\$ 98,329.21
Total Project Cost	\$ 693,969.21



PARADISE IRRIGATION DISTRICT

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

Outstanding payments owed to the contractor at this time in the amount of \$238,235.69 include the following:

- Last progress payment in the amount of \$200,258.34, and
- The 5% retention in the amount of \$37,977.35 will be paid to the contractor 45 days after tonight's meeting, as long as there are no disputes for payments owed by the contractor relative to the project.

The following is requested:

Authorize the District Manager to make the final payments to Santos Excavating in the amount of \$200,258.34, release the \$37,977.35 retention in 45 days, and file the project's Notice of Completion and Acceptance with the office of the Butte County Clerk Recorder.

Recording Requested By:
PARADISE IRRIGATION DISTRICT
WHEN RECORDED, RETURN TO:
PARADISE IRRIGATION DISTRICT
6332 CLARK ROAD
PARADISE, CA 95969

This recording is for the public benefit pursuant to California Government Code §6103.

NOTICE OF COMPLETION AND ACCEPTANCE
(Civil Code §§9200 et seq., 8100 et seq.)

NOTICE IF HEREBY GIVEN THAT:

- (a) The work of improvement known as the **Almond Street Main Replacement Project located in the Town of Paradise in the County of Butte**, was completed and accepted as complete on **April 20, 2022**.
- (b) The name and address of the owner is:
Paradise Irrigation District
6332 Clark Road
Paradise, CA 95969
- (c) The nature of the interest or estate of the Owner is:
Vendee under contract
- (d) The site is described as:
Almond Street corridor between Pearson and Elliot Roads in Paradise, CA in the County of Butte.
- (e) The name of the original contractor is:
Santos Excavating, Inc
P. O. Box 146
Chico, CA 95927

The work is described as:

Construction services for the installation of a new subsurface water main along Almond Street in Paradise, California, and reestablishing services to adjacent properties. The work includes clearing and grubbing, trenching, pipe installation and fittings, minor paving, and other items of work as indicated on the project bid book and plans.

Dated: _____

Tom Lando, District Manager

VERIFICATION

I, the undersigned say:

I am the District Manager of Paradise Irrigation District, the owner of the aforesaid interest or estate in the property described in the Notice of Completion and Acceptance for the Almond Street Main Replacement Project only located in Paradise, California.

I have read the foregoing notice and know the contents thereof, and the facts stated herein are true and correct.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on April 20, 2022 at Paradise, California.

Tom Lando, District Manager



Paradise Irrigation District

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

"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." [Please consider how this agenda item relates to our mission](#)

DATE: April 14, 2022

TO: Board of Directors

FROM: Tom Lando, District Manager

SUBJECT: Amendment to Bartle Wells Contract
04/20/2022 Board of Directors Meeting

Recommendation:

Authorize the District Manager to enter into a contract Amendment with Bartle Wells to add work tasks and complete the Fiscal Analysis for the District.

Background:

The District entered into an agreement with Bartle Wells to complete a fiscal analysis for the District going forward. Since the original contract was signed, a capital improvement program was completed and Bartle Wells was asked to redo their analysis to include this work. In addition, Bartle Wells was asked to develop rate and fee alternatives.

Attached is the request for an amendment from Bartle Wells in the amount of \$24,200. We had already budgeted and extra \$11,000 over their original contract and as a result, we are asking their contract be amended to add these tasks at an additional cost of \$15,000 over the current budget of \$60,000.

The following motion is recommended:

"I move to approve the request from Bartle Wells Associates to support the amended services in connection with the completion of the financial analysis and authorize an additional \$15,000 over the originally budgeted amount of \$60,000 for a total not-to-exceed amount of \$75,000, and authorize the District Manager to execute a contract amendment."

April 13, 2022



Tom Lando
Paradise Irrigation District
6332 Clark Road
Paradise, CA 95969

Subject: Request for Additional Budget to Complete Study

Dear Tom,

We have enjoyed working with District staff in conducting the 2021 water rate study. We have been working on the project since June 2021. However, the initial contract and fee was based on project completion by December, 2021. However due to delays in receiving the capital improvement costs, the District has requested additional scenarios and updates targeting rate adoption by June 30th, 2023.

Bartle Wells Associates will work closely with District staff, the Board and others as appropriate to perform the following services in connection with the completion of the water rate study:

- Develop final rate and fee recommendations based updated scenarios
- Meet with District staff to review rate recommendations
- Present recommendations at Board meetings
- Update draft and final reports
- Attend the public hearing on the rates

Therefore, we are requesting a total budget increase of \$24,020 to cover the items discussed above.

We have greatly enjoyed working with you on this project and look forward to completing the tasks in the near future.

Very Truly Yours

A handwritten signature in black ink, appearing to read 'Douglas R. Dove', written in a cursive style.

Bartle Wells Associates
Douglas R. Dove, President

Request for Additional Budget

The following table summarizes our request for additional budget:

Paradise Irrigation District Water Rate Study Cost Proposal				
TASK	Estimated Hours	D. Dove @ \$265/hr	M. DeGroot @ \$180/hr	Total Cost
Water Rate Study Extension				
Develop final rate and fee recommendations based updated scenarios	36	4	32	\$6,820
Meet with District staff to review rate recommendations	28	4	24	\$5,380
Present recommendations at Board meetings	24	4	20	\$4,660
Update draft and final reports	28	4	24	\$5,380
Attend the public hearing on the rates	8	4	4	\$1,780
Subtotal Bartle Wells Associates	124	20	104	\$24,020
NOT TO EXCEED TOTAL COST				\$24,020

STATEMENT OF AVAILABILITY AND FEES

1. During the project development period, we will be available at all reasonable times and on reasonable notice for meetings and for consultation with District staff, attorneys, consulting engineers, and others as necessary.
2. Bartle Wells Associates will perform all work related to the assignment. Doug Dove, a firm principal and President will be assigned as project leader on this assignment. He will serve as the lead contact person for BWA and will be involved with the project a day-to-day basis.
3. The fees for services outlined in this proposal will not exceed \$24,020. The fee is based on the following assumptions:
 - a. The project will be completed by June 30, 2023 or other mutually agreeable date preferred by the City. BWA will work to meet all City scheduling requirements and deadlines.
 - b. All necessary information will be provided by the District and/or its other consultants in a timely manner.
 - c. The fee is based on a total of up to 3 meetings and/or presentations.
4. Progress payments and direct expenses are payable monthly on a time and materials basis as the work proceeds as provided in our Billing Rate Schedule 2022, which will remain in effect for the duration of this project.
5. In addition to the services provided under this proposal, the District may authorize Bartle Wells Associates to perform additional services, which may include, but are not limited to:
 - Changes in project scope
 - Delays in project schedule resulting in additional revisions
 - Additional meetings and presentations
 - Any other services not specified
6. Bartle Wells Associates will maintain in force, during the full term of the assignment, insurance as provided in the Certificate of Insurance attached.
7. Bartle Wells Associates is an independent public finance advisory firm that is registered as a Municipal Advisor with the Securities and Exchange Commission (SEC Registration No. 867-00740) and the Municipal Securities Rulemaking Board (MSRB ID K0414).
8. If the project is terminated for any reason, Bartle Wells Associates is to be reimbursed for professional services and direct expenses incurred up to the time notification of such termination is received.

This proposal may be withdrawn or amended if not accepted within 90 days.



BARTLE WELLS ASSOCIATES
BILLING RATE SCHEDULE 2022
Rates Effective 1/1/2022

Professional Services

Financial Analyst I	\$110 per hour
Financial Analyst II	\$140 per hour
Consultant.....	\$170 per hour
Senior Consultant.....	\$200 per hour
Senior Project Manager	\$230 per hour
Principal Consultant	\$270 per hour

The hourly rates for professional services include all overhead and indirect expenses. Bartle Wells Associates does not charge for administrative support services. Expert witness, legal testimony, or other special limited assignments will be billed at one and one-half times the consultant's hourly rate.

The above rates will be in effect through December 31, 2022 at which time they will be subject to change.

Direct Expenses

Subconsultants will be billed at cost plus ten percent. Other reimbursable direct expenses incurred on behalf of the agency will be billed at cost plus ten percent. These reimbursable costs include, but are not limited to:

- | | |
|--------------------------------|--|
| ■ Travel, meals, lodging | ■ Automobile mileage |
| ■ Printing and photocopying | ■ Messenger services and mailing costs |
| ■ Special statistical analysis | ■ Graphic design and photography |
| ■ Outside computer services | ■ Special legal services |
| ■ Bond ratings | ■ Legal advertisements |

Insurance

Bartle Wells Associates maintains insurance in the amounts and coverage as provided in the attached schedule of insurance. Additional or special insurance, licensing, or permit requirements beyond what is shown on the schedule of insurance are billed in addition to the contract amount.

Payment

Fees are typically billed monthly for the preceding month and will be payable within 30 days of the date of the invoice. A late charge of 1.0 percent per month may be applied to balances unpaid after 60 days.

SCHEDULE OF INSURANCE

Insured: BARTLE WELLS ASSOCIATES

Bartle Wells Associates will maintain in force, during the full term of the assignment, insurance in the amounts and coverage as provided in this schedule. If additional insurance is required, and the insurer increases the premium as a result, then the amount of the increase will be added to the contract price.

TYPE OF INSURANCE	COMPANY POLICY NUMBER	COVERAGES AND LIMITS	EXP. DATE
Commercial General Liability	Hartford Insurance Company Policy #35-SBA PA6857	<ul style="list-style-type: none"> ■ \$2,000,000 General Aggregate ■ \$2,000,000 Products Comp/Op Aggregate ■ \$2,000,000 Personal & Advertising Injury ■ \$1,000,000 Each Occurrence 	6/1/22
Excess/Umbrella Liability	Hartford Insurance Company Policy #35-SBA PA6857	<ul style="list-style-type: none"> ■ \$1,000,000 Aggregate ■ \$1,000,000 Each Occurrence 	6/1/22
Automobile Liability	Hartford Insurance Company Policy #35-UEC VU2842	<ul style="list-style-type: none"> ■ \$1,000,000 Combined Single Limit 	6/1/22
Workers Compensation & Employers' Liability	Hartford Underwriters Insurance Company Policy #35-WEC FG7858	Workers' Compensation: Statutory Limits for the State of California. Employers' Liability: <ul style="list-style-type: none"> ■ Bodily Injury by Accident - \$1,000,000 each accident ■ Bodily Injury by Disease - \$1,000,000 each employee ■ Bodily Injury by Disease - \$1,000,000 policy limit 	6/1/22
Professional Liability	Chubb & Son, Inc. BINDO94045	Solely in the performance of services as municipal financing consultants for others for a fee. Limit: \$2,000,000 Per Occurrence & Aggregate (including defense costs, charges, and expenses)	6/1/22