



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, JUNE 21, 2023 – 8:30 AM

- ❖ *The Board of Directors is committed to making its meetings accessible to all citizens. Any person 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 8:00 a.m. on the day of the meeting.

1. OPENING:

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

2. PUBLIC COMMENT:

Individuals will be given an opportunity to address the Board regarding matters not scheduled on the agenda, although the Board cannot take action on any matter not on the agenda. Comments will be limited to 3 minutes per speaker. Opportunity for public comment on agenda items will be provided at the time they are discussed by the Board with comments limited to 3 minutes per agenda item.

3. CLOSED SESSION:

a. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

(Government Code § 54956.9(d)(2)). One Case

b. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code § 54956.8).

Property: District owned real properties utilized for road purposes.
Agency Negotiators: Tom Lando, District Manager, and District Legal Counsel.
Under Negotiation: Price and terms of Potential Sale(s).

c. CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)

Agency Designated Representative: Tom Lando, District Manager
Employee Organization: Management Unit represented by Teamsters Local 137

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

4. **ANNOUNCEMENT FROM CLOSED SESSION**

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

- (Pages 5-9) a. Approval of Meeting Agenda Order
b. Approval of Minutes – Regular Meeting of May 17, 2023

6. **TREASURER'S UPDATE:**

- (Pages 10-14) a. **Treasurer's Report:** Review and acceptance of the Treasurer's Report for the period ending May 31, 2023. *Action may be taken.*

- (Pages 15-24) b. **Expense Approval Report:** Approval of payments consisting of check numbers 57923, 57924, 57941, and 57942 in the amount of \$230,582.72, and electronic payments of \$1,004,799.04 by EFT for the month of May 2023 for total payments of \$1,235,381.76, excluding voided check number 57940, and authorization of a similar amount allowing or adjusting for extraordinary budget or Board approved items during the month of June 2023. *Action may be taken.*

7. **PID STAFF & CONSULTANT REPORT UPDATES:** Verbal and written report updates from staff and consultants. *Informational Report Updates. Direction may be given.*

- (Pages 25-26) a. District Manager's Report
(Pages 27-34) b. Strategic Plan Progress Report
(Pages 35-36) c. Customer Service Activity Report
(Pages 37-40) d. Field Operations Staff Report
(Pages 41-43) e. Water Treatment Plant Staff Report
(Pages 44-50) f. Engineering Report
g. Water Supply Recovery Program Update: Progress update provided by Water Works Engineers
h. Post Fire Disaster Public Assistance & Recovery Management Services Update: Update provided by Nicole Maddox – Aptim Environmental & Infrastructure.

8. **COMMITTEE REPORTS:** *Information Item Only.*

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

- a. Finance Committee (Directors Chris Rehmann & Bob Matthews – Chairperson)
b. Community Relations Committee (Director Marc Sulik – Chairperson)
c. TOP/PID Liaison Committee (Directors Shelby Boston & Bob Matthews)

9. **UNFINISHED BUSINESS – None to Report**

10. **NEW BUSINESS:**

- (Pages 51-71) a. **Budget Workshop:**
1. **PID Fiscal Year 2023-2024 Proposed Budget** (Brett Goodlin, Finance & Accounting Manager): Review and consider adopting the Paradise Irrigation District Financing Plan Proposal for fiscal year 2023-2024. *Action may be taken.*

- (Pages 72-73) 2. **Long-term Fiscal Planning review and discussion.** *Action may be taken.*

- b. **PFAS Environmental and Drinking Water Monitoring** (Bill Taylor, Treatment Superintendent): Update regarding regulatory requirements and testing of certain PFAS compounds. *Informational Item Only.*

- (Pages 74-75) c. **Resolution Authorizing Surplus Property** (Assistant District Manager Mickey Rich): Adopt Resolution No. 2023-06 declaring surplus property no longer necessary for District purposes and authorize the District Manager to direct staff to dispose of surplus items in the most cost effective and practical manner possible. *Action may be taken. (Roll Call Vote)*

- (Pages 76-82) d. **2023 ACWA Elections:** Consider Resolution No. 2023-07 in Support of the Nomination of Cathy Green as a Candidate for the position of Association of California Water Agencies President. *Action may be taken. (Roll Call Vote)*
- e. **Drinking Water Fill Station** (District Manager Tom Lando): Discussion and possible direction to PID staff regarding the PID drinking water fill station located at the PID Office, 6332 Clark Road. *Action may be taken.*
- (Pages 76-82) f. **Contract Ratification – Teamsters Local 137** (District Manager Tom Lando): Ratify the proposed Tentative Agreement between Paradise Irrigation District and Teamsters Local 137 and update the terms of the Agreement in the Rules and Regulations Governing Employment Conditions, Salaries, and Benefits for Employees in the Management Unit effective July 1, 2023 through June 30, 2028. *Action may be taken.*

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

12. **ADJOURNMENT**

CONSENT CALENDAR
REGULAR MEETING
PARADISE IRRIGATION DISTRICT
BOARD OF DIRECTORS

WEDNESDAY, JUNE 21, 2023 – 8:30 AM

AGENDA ITEM 5 – APPROVAL OF CONSENT CALENDAR:

A. APPROVAL OF MEETING AGENDA ORDER

B. APPROVAL OF MINUTES – REGULAR MEETING OF MAY 17, 2023

Action Requested: Approve Minutes for the regularly scheduled meeting of the Board of Directors on May 17, 2023.

MINUTES

REGULAR MEETING
BOARD OF DIRECTORS
PARADISE IRRIGATION DISTRICT
MAY 17, 2023

District Manager Tom Lando reported that due to unforeseen circumstances, President Shelby Boston and Vice President Bob Matthews will not be participating in the meeting this evening. The majority members of the Board may elect a president pro tempore from its members. The remaining members of the Board of Directors confirmed Director Marc Sulik will preside as chairperson for this meeting.

OPENING

The regular meeting of the Board of Directors of the Paradise Irrigation District (PID) was called to order at 5:31 p.m. by Director Marc Sulik followed by a reflection and The Pledge of Allegiance to the Flag of the United States of America.

BOARD MEMBERS PRESENT: Directors Elliott Prest, Chris Rehmann, & Acting President Marc Sulik

ROLL CALL

BOARD MEMBERS ABSENT: Vice President Bob Matthews & President Shelby Boston

STAFF PRESENT: District Manager Tom Lando, Assistant District Manager Mickey Rich, Finance Manager/Treasurer Brett Goodlin, District Engineer Blaine Allen, and Secretary Georgeanna Borrayo

ALSO PRESENT: Consultants Sami Kader & Colleen Boak with Water Works Engineers, Nicole Maddox & Brandon Kanatani with APTIM, Spencer Mendez with RCI General Engineering, and members of the public

Members of the Board received written communication from Kay Morales included in the agenda packet regarding reimbursement or credit for fees paid as a ready-to-serve rate customer following the Camp Fire.

PUBLIC COMMENT
(Item 2)

District Manager Tom Lando indicated discussion regarding closed session item 3.a. will be postponed until the July meeting. Chairperson Sulik announced the Board will adjourn to closed session to discuss agenda items 3.b. and 3.c. Following an opportunity for public comment, the Board adjourned to closed session at 5:32 p.m. regarding the following:

CLOSED SESSION
(Item 3.b. & 3.c.)

~~3.a. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION~~

~~Anticipated litigation pursuant to subdivision (b) of Government Code section 54956.9. One potential case.~~

3.b. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Anticipated litigation pursuant to subdivision (b) of Government Code section 54956.9. One potential case.

3.c. CONFERENCE WITH LABOR NEGOTIATORS (Government Code section 54957.6)

Agency Designated Representative: Tom Lando, District Manager

Employee Organization: Management Unit represented by Teamsters Local 137
General Unit represented by IBEW Local 1245

ANNOUNCEMENT
FROM CLOSED
SESSION

Chairperson Sulik reconvened the regular meeting at 5:37 p.m. and announced directions have been given in reference to closed session items 3.b. and 3.c.

APPROVAL OF
CONSENT
CALENDAR
(Item 5.a.-5.d.)

Board members reviewed consent calendar items as follows:

- 5.a. Approval of Meeting Agenda Order
- 5.b. Approval of Minutes – Regular Meeting of April 19, 2023
- 5.c. Approval of Minutes – Special Meeting of May 8, 2023
- 5.d. Approval to Purchase – 20' Shipping Container for extra Clarifier Media

It was moved by Director Rehmann and seconded by Director Prest to approve the Consent Calendar as presented.

AYES: Directors Prest, Rehmann, and Sulik
NOES: None
ABSENT: Directors Boston and Matthews

Motion passes 3-0

ACCEPTANCE OF
TREASURER'S
REPORT FOR
PERIOD ENDING
APRIL 28, 2023
(Item 6.a.)

Board members reviewed a written Treasurer's Report prepared by Finance Manager / Treasurer Brett Goodlin for the period ending April 28, 2023, highlighting the District's cash position, debt service analysis, and operational overview.

It was moved by Director Prest and seconded by Director Rehmann to accept the Treasurer's Report as presented for the period ending April 28, 2023.

AYES: Directors Prest, Rehmann, and Sulik
NOES: None
ABSENT: Directors Boston and Matthews

Motion passes 3-0

EXPENSE
APPROVAL
REPORT FOR THE
MONTH OF APRIL
2023 APPROVED
(Item 6.b.)

Board members reviewed accounts payable expense reports for the month of April 2023. Treasurer Goodlin reported a correction to the check number listed as 97922. This check number should be **57922**.

It was moved by Director Rehmann and seconded by Director Prest to approve payments by check in the amount of \$334,508.77 representing check numbers 57901 through ~~97922~~ **57922** and electronic payments of \$2,807,063.59 by EFT for the month of April 2023 for total payments of \$3,141,572.36, and authorization of a similar amount allowing or adjusting for extraordinary budget or Board approved items during the month of May 2023 as amended.

AYES: Directors Prest, Rehmann, and Sulik
NOES: None
ABSENT: Directors Boston and Matthews

Motion passes 3-0

PID STAFF AND
CONSULTANT
REPORT UPDATES
(Items 7.a. – 7.h.)

Board members reviewed written Staff and Consultant Report updates provided in the agenda packet. Additional discussion included: 1) Service lateral replacement rates with priority locations slated in conjunction with the Town's paving project. PID staff are scheduled to meet with the Town of Paradise for a paving coordination session next week; 2) System outage experienced by Zenner USA affecting our metering system. Zenner software engineers have resolved the problem and have implemented improvements; 3) Status of results for first round of PFAS sampling; 4) Water Supply Recovery Update from Water Works Engineers, noting Request for Bids for the Phase 1 Mains Replacement Project will be distributed this week; and 5) Post-Fire Recovery Update from Aptim

Environmental & Infrastructure regarding FEMA Public Assistance and upcoming priorities and grant program status.

Ad Hoc Customer Recovery Support Committee:

Business at the May 2, 2023 committee meeting included reconnection charge options and customer communication provided under Public Participation in reference to property owners who have been paying the "Ready to Serve" rate of \$21.49/month since the Camp Fire vs. the disconnected parcels that have paid no monthly fee and have been given a grace period to reconnect. Customers paying the "Ready to Serve" rate have requested consideration of a potential credit or reimbursement. District Manager Tom Lando indicated further committee information will be communicated at next month's meeting when all Board members are present.

COMMITTEE
REPORTS
(Items 8.a. & 8.b.)

Finance Committee:

District Manager Tom Lando reported discussion at the May 4, 2023 committee meeting included review of the Draft Budget for fiscal year 2023-2024 and financial policies, proposed grant funding tracking tool, budgeting software, and schedule of monthly finance meetings. The next Committee meeting will be held on June 8, 2023 at 8:00 a.m.

Unfinished Business: No unfinished business to report.

UNFINISHED
BUSINESS (Item 9.)

District Engineer Blaine Allen reported the Meter Installation & Service Lateral (MISLR) Phase 3 Project will consist of installation of approximately 4,750 service laterals for all remaining accounts that were connected pre-fire. In addition, this project will include installation of meters and backflows as needed. Sealed bids for construction of the MISLR Phase 3 Project were opened on May 3, 2023 with the confirmed low bidder being RCI General Engineering.

NEW BUSINESS:

METER
INSTALLATION &
SERVICE LATERAL
PHASE 3 PROJECT
CONTRACT
AUTHORIZATION
(Item 10.a.)

It was moved by Director Rehmann and seconded by Director Prest to authorize the District Manager to enter into an agreement with RCI General Engineering for the Meter Installation & Service Lateral Replacement Phase 3 Project at a cost of \$37,009,310.00 with an additional 15% contingency value of \$5,551,396.00 at the discretion of the District Manager or designated representative.

AYES: Directors Prest, Rehmann, and Sulik
NOES: None
ABSENT: Directors Boston and Matthews

Motion passes 3-0

Staff reported this proposed agenda item is for the purpose of providing consulting services for updating the Design and Specifications, Bidding Assistance and Inspection for the Rehabilitation of water storage tanks C, D, & E.

REHABILITATION
OF WATER
STORAGE TANKS
C, D, & E
(Item 10.b.)

It was moved by Director Prest and seconded by Director Rehmann to authorize the District Manager to execute an agreement with Harper & Associates Engineering, Inc. for consulting, bidding and construction/inspection services for the rehabilitation of water storage Tanks C, D, & E as included in their proposal for the amount of \$190,840 with an additional 10% contingency value of \$19,084 to be executed at the discretion of the District Manager or designated representative.

AYES: Directors Prest, Rehmann, and Sulik
NOES: None
ABSENT: Directors Boston and Matthews

Motion passes 3-0

HAZARD TREE
REMOVAL –
WATER
TREATMENT
PLANT
(Item 10.c.)

Proposed work for hazardous tree removal at the Water Treatment Plant will include removal of all trees that could fall and damage the bleach storage tanks and inside or near security fencing. Additionally, proposed work will provide for removal of all fallen trees and remaining fire debris from the 2018 Camp Fire within the fenced area at the Treatment Plant.

It was moved by Director Prest and seconded by Director Rehmann to authorize the District Manager to approve the removal of hazardous trees at the Water Treatment Plant in the amount of \$26,850.00.

AYES: Directors Prest, Rehmann, and Sulik
NOES: None
ABSENT: Directors Boston and Matthews

Motion passes 3-0

REVISION TO
PROCUREMENT
POLICY, CHAPTER
12.2.2 RE:
AUTHORIZATION
AMOUNTS
(Item 10.d.)

Assistant District Manager Mickey Rich reported the proposed amendment to the Procurement Policy would increase authorization amounts for Management Staff from \$1,000 to \$2,500 and the District Manager's limit from \$5,000 to \$7,500.

It was moved by Director Rehmann and seconded by Director Prest to authorize approval of the proposed revisions to the Paradise Irrigation District Policy and Procedures Manual, Chapter 12 – Procurement Policy as recommended.

AYES: Directors Prest, Rehmann, and Sulik
NOES: None
ABSENT: Directors Boston and Matthews

Motion passes 3-0

SECOND
AMENDMENT TO
EMPLOYMENT
AGREEMENT WITH
ASSISTANT
DISTRICT
MANAGER
(Item 10.e.)

The following recommendation is presented for a Second Amendment to Employment Agreement with Mickey Rich to provide that effective May 20, 2023, District agrees to pay Employee \$115,000 in salary per year for her services, payable in installments at the same time as other employees of the District are paid and subject to customary withholdings.

It was moved by Director Rehmann and seconded by Director Prest to approve the Second Amendment to the Employment Agreement with Mickey Rich effective May 20, 2023. Directors' votes were polled as follows by roll call:

AYES: Directors Prest, Rehmann, and Sulik
NOES: None
ABSENT: Directors Boston and Matthews

Motion passes 3-0

COMMITTEES OF
THE DISTRICT
(Item 10.f. Tabled)

District Manager Tom Lando recommended this item be tabled until the next Board meeting when the President of the Board is present for discussion and appointment of committee assignments.

DIRECTORS'
COMMENTS
(Item 11)

Director Prest: Expressed appreciation for the opportunity to serve as a member of the Board of Directors representing Division 2.

There being no further business, it was moved by Chairperson Marc Sulik to adjourn the regular meeting. The regular meeting of the PID Board of Directors was adjourned at 6:45 p.m.

ADJOURNMENT OF
MEETING

Georgeanna Borrayo, Secretary

Marc Sulik, Chairperson

PENDING BOARD APPROVAL

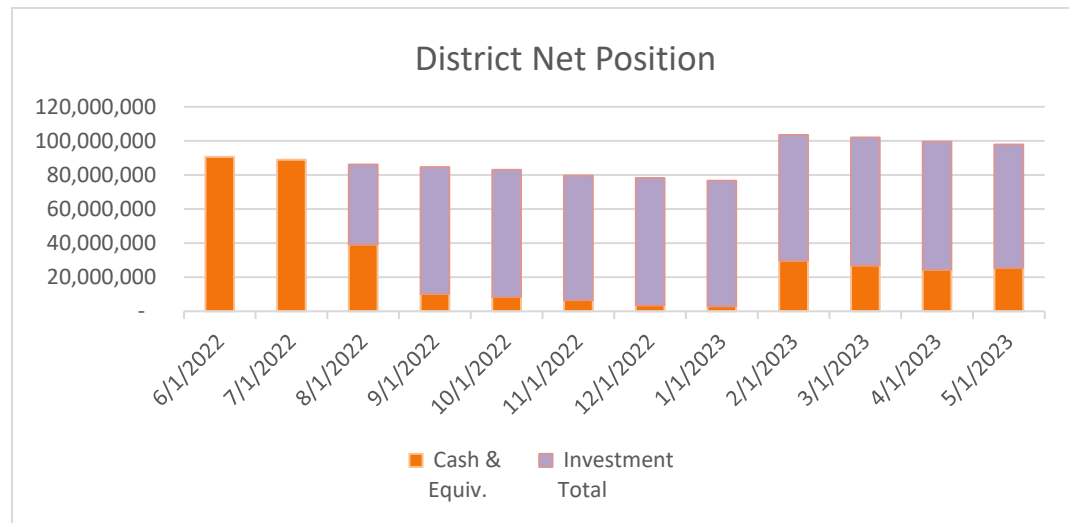


Paradise Irrigation District

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Treasurer's Report – May 2023

1. **Cash & Investments** – As of month end the District's net position was \$97,775,726, down 1.7% from April.
 - a. Holdings at Tri Counties Bank: \$2,872,115 @ 3.5%
 - b. Holdings at CA CLASS: \$20,175,597 @ 5.22%
 - c. Holdings at LAIF: \$903 @ 3.1%
 - d. Holdings at Meeder Investments: \$74,727,112 @ 3.78%.



2. **Debt Service** – As of month end the District's outstanding debt was \$2,880,099. There are no more payments to be made this fiscal year. Next fiscal year, the District will pay \$828,545 in principal and interest.
 - a. 2017 Refinance Loan (Truist): \$594,670 at 2.28%
 - b. 2016 Refinance Loan (Capital One): \$1,232,334 at 2.42%
 - c. 2007 Magalia Bypass Loan (iBank): \$1,053,095 at 1.00%

3. **Revenues** – As of month end the District's total income recognized YTD was \$7.1M.

a. **Customer Status:**

Active Customers	4,878	\$2,574,413 Annualized Rev.
Sealed Customers	4,186	\$1,104,602 Annualized Rev.
Disconnected	1,600	
Metered Customers	2,219	

b. **Operating Income**

	Current	YTD
Water Service, Fees, & Consumption	\$ 757,282	\$ 4,211,387
Installations and Custom Work	\$ 7,247	\$ 21,738
Total Operating Income	\$ 764,529	\$ 4,266,414

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3. Revenue (continued)

- Consumption revenue continues to grow as we install additional meters throughout the District. From the previous billing cycle, the District nearly doubled consumption revenue (\$44,075 from \$22,249).

c. <u>Investment Income</u>	Current	YTD
Interest Income	\$ 216,598	\$ 1,367,402
Investment Gain (net)	(\$ 1,059,252)	(\$ 1,267,418)
Rental Income	\$ 1,214	\$ 13,214
Total Operating Income	(\$ 841,439)	\$ 113,198

- Investment Gain/Loss YTD shows a loss due to unrealized losses due to market fluctuation. YTD realized gain is \$317,115k.

- The current daily yield with CLASS fund is 5.22%.
- The current yield with Tri Counties bank is 3.5%
- The current yield with investments at Meeder is 3.78%

d. <u>Recovery / Misc. Income</u>	Current	YTD
Grant Income	\$ -0-	\$ -0-
Reimbursements	\$ 18,636	\$ 1,360,056
Miscellaneous & Other	\$ 170	\$ 1,333,161
Total Recovery / Misc. Income	\$ 18,806	\$ 2,693,217

- Staff has begun billing contractors for infrastructure damage. We expect to see reimbursements continue to come in as payments for damages are made. Currently the District has billed over \$70,000 worth of damages.

- Work continues to be done for the MISLR Phase 2 project and expenses are being captured and documented. Reimbursement requests have begun for the Reservoir B Building project.

4. **Expenses** – As of month end the District has recognized \$24.9M in total expenses

<u>Operating Expenses by Department</u>	<u>Current</u>	<u>YTD</u>
Source of Supply & Treatment	\$ 100,256	\$ 1,929,606
Transmission & Distribution	\$ 337,638	\$ 2,707,927
Administration	\$ 152,345	\$ 1,978,439
Total Operating Expense	\$ 590,238	\$ 6,615,972

Staffing and employee expense makes up 58% of the District's operating expenses

5. **Recovery** – As of month end the District is has spent \$18.3M (YTD) on infrastructure recovery work.

Project	Approx. Spending	Reimb. Rqst.	Reimb. Rcvd.
Reservoir B Replacement	\$ 6,304,665	\$ 1,995,983	\$ 692,302
MISLR phase 2	\$ 25,454,332	\$ 13,401,026	\$ - 0 -
Zone A Pipeline	\$ 1,246,504	\$ - 0 -	\$ - 0 -

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QUICK SUMMARY DASHBOARD

For the Period Ending 05/31/23

Active Customers	4,878	\$ 2,574,413
Sealed Customers	4,186	\$ 1,104,602
Disconnected Customers	1,600	

	Current	Fiscal YTD
Operating Income		
Water Service, Fees, & Consumption	\$ 757,282	\$ 4,211,387
Installations and Custom Work	\$ 7,247	\$ 55,028
Total Operating Income	\$ 764,529	\$ 4,266,414
Investment Income		
Interest Income	\$ 216,598	\$ 1,367,402
Investment Gain/Loss	\$ (1,059,252)	\$ (1,267,418)
Rental Income	\$ 1,214	\$ 13,214
Total Investment Income	\$ (841,439)	\$ 113,198
Recovery / Misc. Income		
Grant Income	\$ -	\$ -
Reimbursements	\$ 18,636	\$ 1,360,056
Miscellaneous & Other	\$ 170	\$ 1,333,161
Total Recovery / Misc. Income	\$ 18,806	\$ 2,693,217

Total Income	\$ (58,104)	\$ 7,072,830
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Operating Expense		
Source of Supply & Treatment	100,256	\$ 1,929,606
Transmission & Distribution	\$ 337,638	\$ 2,707,927
Administration	\$ 152,345	\$ 1,978,439
Total Operating Expense	\$ 590,238	\$ 6,615,972

Recovery Expense		
Materials, Supplies, Contracts	\$ 1,742,198	\$ 15,280,025
Outside Services	\$ 34,004	\$ 2,991,208
Total Recovery Expense	\$ 1,776,202	\$ 18,271,234

Total Expense	\$ 2,366,440	\$ 24,887,206
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	\$ (2,424,544)	\$ (17,814,376)
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Cash & Equivalents	\$ 25,440,148
Investment Portfolio Cost	\$ 72,335,578
Portfolio Yield	3.78%

Project	Paid to Date	Reimbursed to Date	Total Outstanding	Requested 1-3 Months	Requested 4-6 Months	Requested 7-9 Months	Requested > 10 Months
Reservoir B	\$ 6,304,665	\$ 692,302	\$ 1,303,681	\$ -	\$ 1,995,983	\$ -	\$ -
MISLR 2	\$ 25,454,332	\$ -	\$ 13,401,023	\$ -	\$ 13,401,023	\$ -	\$ -
Zone A Pipeline	\$ 1,246,504	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -



Paradise Irrigation District

Prior-Year Comparative Income Statement Group Summary For the Period Ending 05/31/23

	2021-2022 May Activity	2022-2023 May Activity	May Variance Favorable / (Unfavorable)	Variance %	2021-2022 YTD Activity	2022-2023 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %	FY2022/23 Budget	Budget Remaining
Depart: 00 - Revenue										
400 - Taxes - PID Share	89,653	0	(89,653)	-100%	210,229	332,582	122,353	58%	330,000	Over
401 - Water - Service	616,921	682,627	65,706	11%	3,108,070	3,392,577	284,507	9%	3,598,089	6%
402 - Water - Consumption	0	44,075	44,075	0%	0	128,853	128,853	0%	175,000	26%
403 - Water - Fees & Adjustments	12,845	30,581	17,736	138%	30,025	147,619	117,594	392%	340,335	57%
405 - Outside Water Sales	0	0	0	0%	167,195	209,756	42,560	25%	250,000	16%
410 - Meter Revenue	14,460	1,532	(12,927)	-89%	(15,219)	9,360	24,579	-162%	8,296	Over
466 - Custom Work	10,765	5,715	(5,050)	-47%	48,509	45,667	(2,841)	-6%	40,000	Over
<i>Total Operating Income</i>	<i>744,643</i>	<i>764,529</i>	<i>19,886</i>		<i>3,548,809</i>	<i>4,266,414</i>	<i>717,606</i>			
460 - Interest Income	20,402	216,598	196,197	962%	(39,980)	1,367,402	1,407,382	-3520%	1,500,000	9%
465 - Rental Income	2,015	1,214	(801)	-40%	20,636	13,214	(7,422)	-36%	15,000	12%
475 - Investment Gain/Loss	0	(1,059,252)	(1,059,252)	0%	0	(1,267,418)	(1,267,418)	0%		0%
<i>Total Investing Income</i>	<i>22,417</i>	<i>(841,439)</i>	<i>(863,856)</i>		<i>(19,344)</i>	<i>113,198</i>	<i>132,542</i>			
470 - Grant Income	0	0	0	0%	1,360	0	(1,360)	-100%		0%
490 - Reimbursements	0	18,636	18,636	0%	0	1,360,056	1,360,056	0%	1,498,000	9%
495 - Grant Reimbursements	0	0	0	0%	28,607	0	(28,607)	-100%	25,787,725	100%
435 - Rec	0	0	0	0%	1,999,987	0	(1,999,987)	-100%	82,654	100%
445 - Other	140	0	(140)	-100%	140	0	(140)	-100%	0	0%
499 - Other	189,477,225	170	(189,477,055)	-100%	196,526,184	1,333,161	(195,193,023)	-99%	90,950	Over
<i>Total Recovery / Misc. Income</i>	<i>189,477,365</i>	<i>18,806</i>	<i>(189,458,559)</i>		<i>198,556,278</i>	<i>2,693,217</i>	<i>(195,863,060)</i>			
Depart 00 - Revenue Surplus (Deficit):	190,244,425	(58,104)	(190,302,529)	-100%	202,085,742	7,072,830	(195,012,913)	-97%	33,716,049	79%

Depart: 10 - Source of Supply

500 - Salaries & Benefits	0	0	0	0%	499	0	499	100%	0	0%
520 - Benefits	0	0	0	0%	441	0	441	100%	0	0%
600 - Materials & Supplies	2,125	128	1,997	94%	3,275	43,364	(40,089)	-1224%	0	0%
610 - Utilities	25	24	1	4%	388	141	247	64%	0	0%
622 - Outside Services	0	0	0	0%	46,757	306	46,451	99%	0	0%
650 - Misc	7,650	988	6,662	87%	200,557	177,947	22,611	11%	0	0%
Depart 10 - Source of Supply Total Expense:	9,800	1,140	8,660	88%	251,918	221,758	30,161	12%	0	0%

Depart: 30 - Water Treatment

500 - Salaries & Benefits	95,977	74,945	21,033	22%	1,011,616	990,506	21,110	2%	1,035,000	4%
600 - Materials & Supplies	1,884	7,371	(5,488)	-291%	149,295	504,334	(355,039)	-238%	506,250	0%
610 - Utilities	14,405	10,829	3,576	25%	106,759	153,795	(47,037)	-44%	169,000	9%
622 - Outside Services	1,685	2,857	(1,172)	-70%	13,808	24,502	(10,694)	-77%	115,000	79%
640 - Insurance	8,549	3,115	5,435	64%	78,914	34,712	44,202	56%	25,000	Over
650 - Misc	0	0	0	0%	0	0	0	0%	25,000	100%
Depart 30 - Water Treatment Total Expense:	122,500	99,116	23,384	19%	1,360,391	1,707,849	(347,457)	-26%	1,875,250	9%



Paradise Irrigation District

Prior-Year Comparative Income Statement

Group Summary

For the Period Ending 05/31/23

	2021-2022 May Activity	2022-2023 May Activity	May Variance Favorable / (Unfavorable)	Variance %	2021-2022 YTD Activity	2022-2023 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %	FY2022/23 Budget	Budget Remaining
Depart: 40 - Transmission and Distribution										
466 - Custom Work	12,768	8,901	3,867	30%	(27,632)	(26,564)	(1,068)	4%		
500 - Salaries & Benefits	123,576	121,379	2,196	2%	1,366,021	1,343,481	22,540	2%	1,835,000	27%
600 - Materials & Supplies	29,601	38,142	(8,540)	-29%	481,035	470,281	10,754	2%	550,000	14%
610 - Utilities	4,581	5,791	(1,210)	-26%	45,738	75,887	(30,149)	-66%	85,000	11%
622 - Outside Services	3,691	103,742	(100,051)	-2711%	150,782	291,894	(141,112)	-94%	71,200	Over
640 - Insurance	0	2,526	(2,526)	0%	0	28,996	(28,996)	0%	45,000	36%
650 - Misc	0	17,818	(17,818)	0%	39,090	94,213	(55,123)	-141%		0%
Depart 40 - Transmission and Distribution Surplus	174,217	298,300	(124,083)	-71%	2,055,034	2,278,188	(223,154)	-11%	2,586,200	12%
Depart: 50 - Customer Service										
500 - Salaries & Benefits	31,012	38,280	(7,268)	-23%	282,697	423,633	(140,935)	-50%	420,000	Over
600 - Materials & Supplies	0	0	0	0%	3,301	1,175	2,126	64%	500	Over
610 - Utilities	224	114	110	49%	2,777	3,197	(419)	-15%	6,000	47%
622 - Outside Services	358	0	358	100%	12,008	(9,000)	21,008	175%	0	0%
640 - Insurance	0	944	(944)	0%	0	10,605	(10,605)	0%	18,750	43%
650 - Misc	0	0	0	0%	0	130	(130)	0%		0%
Depart 50 - Customer Service Total:	31,594	39,338	(7,744)	-25%	300,783	429,739	(128,956)	-43%	445,250	3%
Depart: 60 - Administration										
500 - Salaries & Benefits	64,455	92,614	(28,160)	-44%	1,025,042	1,068,340	(43,298)	-4%	1,313,665	19%
600 - Materials & Supplies	25,875	41,547	(15,672)	-61%	180,432	293,249	(112,817)	-63%	230,165	Over
610 - Utilities	4,359	2,921	1,438	33%	40,399	39,176	1,223	3%	41,000	4%
622 - Outside Services	103,236	7,893	95,343	92%	748,745	367,949	380,796	51%	930,000	60%
640 - Insurance	0	4,020	(4,020)	0%	9,446	53,453	(44,007)	-466%	102,500	48%
650 - Misc	24,946	3,349	21,597	87%	113,822	156,271	(42,450)	-37%		0%
Depart 60 - Administration Total:	222,870	152,345	70,525	32%	2,117,885	1,978,439	139,446	7%	2,617,330	24%
Depart: 70 - Recovery										
600 - Materials, Supplies, & Contracts	1,127,326	1,742,198	(614,872)	-55%	9,759,640	15,280,025	(5,520,385)	-57%		
622 - Outside Services	471,855	34,004	437,851	93%	2,612,176	2,991,208	(379,032)	-15%		
Depart 70 - Recovery Total:	1,599,181	1,776,202	(177,022)	-11%	12,371,816	18,271,234	(5,899,417)	-48%		
Total Surplus (Deficit):	188,084,264	(2,424,544)	190,508,808	101%	183,627,915	(17,814,376)	201,442,291	110%		

2022-2023			FY2022/23	Budget
YTD Activity			Budget	Budget Remaining
500 - Salaries & Benefits	3,825,959	58%	4,603,665	17%
600 - Materials & Supplies	1,312,403	20%	1,286,915	Over
610 - Utilities	272,196	4%	1,050,000	74%
622 - Outside Services	675,651	10%	242,200	Over
640 - Insurance	127,765	2%	191,250	33%
650 - Misc	428,561	6%	15,000	Over
	6,642,536		7,389,030	10%

PARADISE IRRIGATION DISTRICT

Expense Approval Report

Percentage of Total Payments* by Account

May 1 -31, 2023

*Displaying accounts greater than 2%

Account Number	Account Name	Payments	% of Total
01-70-601099	Rebuild & Recovery	546,807.44	44.26%
01-40-635099	Miscellaneous Prof. Services	101,988.49	8.26%
01-70-600090	Inventory Expense	82,926.97	6.71%
01-40-699000	Miscellaneous	59,150.51	4.79%
01-210030	FICA	56,795.42	4.60%
01-70-635020	Engineering	47,843.54	3.87%
01-70-635099	Miscellaneous Prof. Services	41,142.56	3.33%
01-210020	Federal Withholding	39,880.68	3.23%
01-210045	Retirement	34,049.61	2.76%
01-122040	Pre-Paid Insurance - Medical	30,192.68	2.44%
01-40-601060	Construction & Maint. Supplies	29,365.76	2.38%
	<i>Remainder</i>	<i>\$165,238.10</i>	<i>13.38%</i>
Grand Total		\$1,235,381.76	

PARADISE IRRIGATION DISTRICT

Expense Approval Report

Percentage of Total Payments* by Vendor

May 1 -31, 2023

*Displaying accounts greater than 2%

Vendor	Payments	% of Total
RCI General Engineering	211,599.62	17.13%
T&S Construction Co., Inc	176,071.00	14.25%
Myers and Sons Construction, LLC	140,600.00	11.38%
Slate Geotechnical Consultants, Inc.	101,988.49	8.26%
Internal Revenue Service	96,676.10	7.83%
Zenner USA	82,926.97	6.71%
Ferguson Enterprises, Inc	60,201.44	4.87%
Water Works Engineers	47,843.54	3.87%
ACWA/JPIA	45,974.07	3.72%
APTIM Environmental & Infrastructure LLC	41,142.56	3.33%
ICMA Retirement Trust-457	28,748.09	2.33%
Remainder	\$201,609.88	16.32%
Grand Total	\$1,235,381.76	



Paradise Irrigation District

Expense Approval Report By Vendor Name

Payment Dates 5/1/2023 - 5/31/2023

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
Vendor: 01021 - ACWA/JPIA				
05/31/2023	1288	FY23-Q3	W/C insurance	13,547.75
05/11/2023	1286	699517	Dental	2,129.70
05/11/2023	1286	699517	Life	522.67
05/11/2023	1286	699517	Health	29,050.72
05/11/2023	1286	699517	EAP	96.72
05/11/2023	1286	699517	Vision	626.51
Vendor 01021 - ACWA/JPIA Total:				45,974.07
Vendor: 03185 - Advanced Document Concepts For Business				
05/10/2023	APA000949	INV99240	Office Equipment maintenance	388.66
Vendor 03185 - Advanced Document Concepts For Business Total:				388.66
Vendor: 02957 - Aflac				
05/12/2023	DFT0006104	INV0006848	Montly Invoices	127.20
05/12/2023	DFT0006105	INV0006849	Montly Aflac Invoice	228.12
05/26/2023	DFT0006132	INV0006864	Montly Invoices	127.20
05/26/2023	DFT0006133	INV0006865	Montly Aflac Invoice	228.12
Vendor 02957 - Aflac Total:				710.64
Vendor: 03211 - Amazon.com				
05/03/2023	DFT0006086	113-0761389-2280235	Supplies	20.46
05/03/2023	DFT0006145	114-3258993-2388260	Supplies	15.06
05/04/2023	DFT0006088	113-8401819-7819414	Supplies	53.86
05/05/2023	DFT0006148	114-5248630-8024203	Supplies	112.65
05/16/2023	DFT0006150	111-2284800-8964218	Supplies	19.68
05/16/2023	DFT0006147	111-2859907-2978633	Supplies	33.93
05/18/2023	DFT0006146	112-3005126-3572211	Maintenance supplies	37.91
05/19/2023	DFT0006152	113-4550502-5988246	Supplies	750.91
Vendor 03211 - Amazon.com Total:				1,044.46
Vendor: 03266 - Apple				
05/14/2023	DFT0006153	MLJQ4WLBDM	iCloud Storage	0.99
Vendor 03266 - Apple Total:				0.99
Vendor: 03090 - APTIM Environmental & Infrastructure LLC				
05/02/2023	APA000933	592628	Recovery Mgmt	13,443.18
05/30/2023	APA000972	593357	Recovery Mgmt	27,699.38
Vendor 03090 - APTIM Environmental & Infrastructure LLC Total:				41,142.56
Vendor: 01068 - Aramark Uniform Services				
05/10/2023	DFT0006063	5066261103	Uniforms	325.30
05/10/2023	DFT0006065	5066261128	Uniforms	107.44
05/10/2023	DFT0006066	5066266259	Uniforms	468.76
05/10/2023	DFT0006067	5066272196	Uniforms	307.90
05/10/2023	DFT0006064	5066272210	Uniforms	107.44
05/10/2023	DFT0006091	5066277455	Uniforms	143.62
05/10/2023	DFT0006090	5066282427	Uniforms	307.90
05/10/2023	DFT0006089	5066282436	Uniforms	107.44
05/09/2023	DFT0006119	5066289653	Uniforms	307.90
Vendor 01068 - Aramark Uniform Services Total:				2,183.70
Vendor: 01082 - AT&T				
05/02/2023	APA000934	19807740	Office telephones	699.33
Vendor 01082 - AT&T Total:				699.33
Vendor: 02870 - Boot Barn, Inc				
05/10/2023	APA000950	INV00233028	Safety Boots	1,539.51
Vendor 02870 - Boot Barn, Inc Total:				1,539.51

Expense Approval Report

Payment Dates: 5/1/2023 - 5/31/2023

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
Vendor: 01942 - Butte Co - Neal Rd Landfill				
05/10/2023	APA000951	20343	Landfill fee	157.91
05/30/2023	APA000973	20426	Landfill fee	10.00
Vendor 01942 - Butte Co - Neal Rd Landfill Total:				167.91
Vendor: 01126 - Butte County Clerk/Recorder				
05/17/2023	57942	2023-05	Recording Fee	42.00
Vendor 01126 - Butte County Clerk/Recorder Total:				42.00
Vendor: 01266 - Cedar Creek Publishing				
05/10/2023	APA000952	230502_P1	Postage / Marketing	997.50
05/10/2023	APA000952	230502_P2	Postage / Marketing	1,029.83
Vendor 01266 - Cedar Creek Publishing Total:				2,027.33
Vendor: 03194 - Cintas Corporation				
05/30/2023	DFT0006159	5157753733	Supplies	320.88
05/09/2023	DFT0006120	5157753743	Supplies	36.15
Vendor 03194 - Cintas Corporation Total:				357.03
Vendor: 03157 - Clarity HR Consulting				
05/08/2023	DFT0006121	1645	HR Consulting	425.00
Vendor 03157 - Clarity HR Consulting Total:				425.00
Vendor: 03264 - CORE & MAIN LP				
05/02/2023	APA000935	S617806	Inventory	1,168.91
05/02/2023	APA000935	S617806	Inventory	1,168.91
Vendor 03264 - CORE & MAIN LP Total:				2,337.82
Vendor: 03246 - Creative Composition, Inc				
05/05/2023	DFT0006122	23106	Envelopes	1,141.90
Vendor 03246 - Creative Composition, Inc Total:				1,141.90
Vendor: 01552 - Davi, Bruce				
05/30/2023	APA000974	13863	Weed & pest control	2,275.00
Vendor 01552 - Davi, Bruce Total:				2,275.00
Vendor: 02120 - Durham Pentz Truck Center				
05/30/2023	APA000975	P85324	Repair Parts	19.05
Vendor 02120 - Durham Pentz Truck Center Total:				19.05
Vendor: 02888 - Elecsys International Corporation				
05/02/2023	APA000936	SIP-E175942	Misc. supplies	10.00
05/30/2023	APA000976	SIP-E177554	Misc. supplies	10.00
Vendor 02888 - Elecsys International Corporation Total:				20.00
Vendor: 01480 - Employment Development Dept.				
05/01/2023	DFT0006054	INV0006843	State Income Tax Withholding	5,273.26
05/01/2023	DFT0006057	INV0006846	State Disability Withholding	1,093.28
05/15/2023	DFT0006112	INV0006858	State Income Tax Withholding	5,471.62
05/15/2023	DFT0006115	INV0006861	State Disability Withholding	1,122.98
05/29/2023	DFT0006140	INV0006874	State Income Tax Withholding	4,983.24
05/29/2023	DFT0006143	INV0006877	State Disability Withholding	1,127.20
Vendor 01480 - Employment Development Dept. Total:				19,071.58
Vendor: 01275 - Enterprise Record				
05/30/2023	APA000977	2023-04	Public Notices	568.16
Vendor 01275 - Enterprise Record Total:				568.16
Vendor: 01521 - Fastenal Co				
05/10/2023	APA000953	CACHC122006	Supplies	381.11
Vendor 01521 - Fastenal Co Total:				381.11
Vendor: 01527 - Ferguson Enterprises, Inc				
05/30/2023	APA000978	1777402	Zone A, PO: 2874	34,663.63
05/30/2023	APA000978	1777409	Zone A, PO: 2874	2,848.17
05/30/2023	APA000978	1777977	Zone A, PO: 2874	11,128.38
05/30/2023	APA000978	1782683	Zone A, PO: 2874	5,095.10
05/02/2023	APA000937	1782400	6" bolt kits	494.57
05/02/2023	APA000937	1782400	4" bolt kits	172.40

Expense Approval Report

Payment Dates: 5/1/2023 - 5/31/2023

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
05/30/2023	APA000978	1782683-1	Zone A, PO: 2874	345.80
05/30/2023	APA000978	1782947	Zone A, PO: 2874	5,069.43
05/10/2023	APA000954	1783615	Restraint Bell CI 4'	383.96
Vendor 01527 - Ferguson Enterprises, Inc Total:				60,201.44
Vendor: 01528 - FGL Environmental				
05/30/2023	APA000979	372399A	Routine Bacti Monitoring	103.00
05/02/2023	APA000938	372424A	Bacti Analysis	28.00
05/10/2023	APA000955	372542A	Routine Bacti Monitoring-Week...	103.00
05/10/2023	APA000955	372658A	Bacti Analysis, Misc. Analysis	53.00
05/10/2023	APA000955	372239A	Waste Water Monitoring	302.00
05/10/2023	APA000955	372662A	Waste Water Monitoring	31.00
05/30/2023	APA000979	372776A	Routine Bacti Monitoring- Week..	103.00
05/30/2023	APA000979	372988A	Routine Bacti Monitoring	103.00
05/30/2023	APA000979	370171A	Routine Bacti Monitoring-Week...	103.00
05/30/2023	APA000979	372952A	Quarterly Raw Water Quality M...	144.00
05/30/2023	APA000979	372958A	Water Quality Monitoring	61.00
Vendor 01528 - FGL Environmental Total:				1,134.00
Vendor: 02945 - Fiserv Solutions, LLC				
05/10/2023	APA000956	90207980	Bank charges	12.53
Vendor 02945 - Fiserv Solutions, LLC Total:				12.53
Vendor: 01616 - Grainger Inc				
05/10/2023	DFT0006093	9686852956	Air filter parts	765.07
05/04/2023	DFT0006123	9697384106	Supplies	345.53
05/08/2023	DFT0006131	9700116230	Supplies	1,186.39
Vendor 01616 - Grainger Inc Total:				2,296.99
Vendor: 01649 - Harbor Freight Tools				
05/08/2023	DFT0006125	2023-05	Maintenance Truck	143.27
Vendor 01649 - Harbor Freight Tools Total:				143.27
Vendor: 01688 - Home Depot				
05/08/2023	DFT0006117	01-150701	Maintenance Truck	1,136.53
Vendor 01688 - Home Depot Total:				1,136.53
Vendor: 01705 - Hunt & Sons, Inc.				
05/02/2023	APA000939	60878	175gals. unleaded gasoline	747.56
05/10/2023	APA000957	67818	100gals. unleaded gasoline	423.65
05/30/2023	APA000980	74363	770gals. clear diesel	3,288.61
05/30/2023	APA000980	74364	434gals. dyed diesel	1,487.81
05/30/2023	APA000980	1858717	185gals. unleaded gasoline	770.37
05/30/2023	APA000980	91526	235gals. unleaded gasoline	974.32
Vendor 01705 - Hunt & Sons, Inc. Total:				7,692.32
Vendor: 02834 - Hydrotec Solution, Inc.				
05/10/2023	APA000958	33811	Annual Inspection	140.00
05/10/2023	APA000958	33811	Annual Inspection	280.00
05/10/2023	APA000958	33811	Annual Inspection	140.00
05/10/2023	APA000958	33826	Annual Inspection	175.00
Vendor 02834 - Hydrotec Solution, Inc. Total:				735.00
Vendor: 01713 - I.B.E.W. Local Union 1245				
05/02/2023	APA000940	INV0006841	Union Dues	-46.00
05/02/2023	APA000940	INV0006841	Union Dues	1,025.98
05/30/2023	APA000981	INV0006856	Union Dues	-52.00
05/30/2023	APA000981	INV0006856	Union Dues	1,095.54
05/30/2023	APA000981	INV0006872	Union Dues	1,099.24
05/30/2023	APA000981	INV0006872	Union Dues	-52.00
Vendor 01713 - I.B.E.W. Local Union 1245 Total:				3,070.76
Vendor: 01716 - ICMA Retirement Trust-401				
05/12/2023	DFT0006107	INV0006851	Retirement - 401(a) Match	2,654.06
05/26/2023	DFT0006135	INV0006867	Retirement - 401(a) Match	2,647.46
Vendor 01716 - ICMA Retirement Trust-401 Total:				5,301.52

Expense Approval Report

Payment Dates: 5/1/2023 - 5/31/2023

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
Vendor: 01715 - ICMA Retirement Trust-457				
05/12/2023	DFT0006108	INV0006852	Retirement Trust - 457	2,654.06
05/12/2023	DFT0006109	INV0006853	Deferred Comp 457	8,573.68
05/12/2023	DFT0006110	INV0006854	Retirement Trust - 457	2,228.98
05/12/2023	DFT0006111	INV0006855	Retirement Trust - 457	951.46
05/26/2023	DFT0006136	INV0006868	Retirement Trust - 457	2,647.46
05/26/2023	DFT0006137	INV0006869	Deferred Comp 457	8,551.38
05/26/2023	DFT0006138	INV0006870	Retirement Trust - 457	2,189.61
05/26/2023	DFT0006139	INV0006871	Retirement Trust - 457	951.46
Vendor 01715 - ICMA Retirement Trust-457 Total:				28,748.09
Vendor: 01721 - Industrial Equipment				
05/16/2023	DFT0006160	58692	supplies	289.85
Vendor 01721 - Industrial Equipment Total:				289.85
Vendor: 01720 - Inland Business Systems				
05/02/2023	APA000941	IN3392148	Office supplies	9.75
05/30/2023	APA000982	IN3463872	Office Supplies	28.60
Vendor 01720 - Inland Business Systems Total:				38.35
Vendor: 01731 - Internal Revenue Service				
05/01/2023	DFT0006055	INV0006844	FICA Withholding	15,038.86
05/01/2023	DFT0006056	INV0006845	Fed Withholding	13,185.73
05/01/2023	DFT0006058	INV0006847	Medicare Withholding	3,517.20
05/15/2023	DFT0006113	INV0006859	FICA Withholding	15,423.44
05/15/2023	DFT0006114	INV0006860	Fed Withholding	13,570.16
05/15/2023	DFT0006116	INV0006862	Medicare Withholding	3,607.12
05/29/2023	DFT0006141	INV0006875	FICA Withholding	15,567.92
05/29/2023	DFT0006142	INV0006876	Fed Withholding	13,124.79
05/29/2023	DFT0006144	INV0006878	Medicare Withholding	3,640.88
Vendor 01731 - Internal Revenue Service Total:				96,676.10
Vendor: 03057 - International Brotherhood of 137 TCWH				
05/02/2023	APA000942	INV0006842	Union Dues Teamsters	300.00
05/30/2023	APA000983	INV0006857	Union Dues Teamsters	373.39
05/30/2023	APA000983	INV0006873	Union Dues Teamsters	373.39
Vendor 03057 - International Brotherhood of 137 TCWH Total:				1,046.78
Vendor: 01722 - isolved, Inc.				
05/30/2023	APA000984	1128266982	Plan admin.	88.20
Vendor 01722 - isolved, Inc. Total:				88.20
Vendor: 03286 - Jefferi Smith				
05/30/2023	APA000985	649451	Toilet Repair	165.00
05/10/2023	APA000959	64545	Toilet repair	170.00
Vendor 03286 - Jefferi Smith Total:				335.00
Vendor: 01780 - Kimball Midwest				
05/02/2023	APA000943	100898154	Supplies	532.67
Vendor 01780 - Kimball Midwest Total:				532.67
Vendor: 01790 - Knife River Construction				
05/30/2023	APA000986	287555	Materials	823.52
Vendor 01790 - Knife River Construction Total:				823.52
Vendor: 01828 - Les Schwab Tire Center				
05/10/2023	APA000960	60700394594	Maintenance supplies	86.45
Vendor 01828 - Les Schwab Tire Center Total:				86.45
Vendor: 01844 - Lowe's Home Improvement				
05/08/2023	DFT0006126	5935	Maintenance Truck	210.45
Vendor 01844 - Lowe's Home Improvement Total:				210.45
Vendor: 03270 - MAC Tools				
05/01/2023	DFT0006128	206938	Tools	159.39
05/08/2023	DFT0006127	207137	Tools	199.87
05/15/2023	DFT0006162	207418	Tools	497.94

Expense Approval Report

Payment Dates: 5/1/2023 - 5/31/2023

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
05/15/2023	DFT0006163	207420	Maintenance truck	215.48
Vendor 03270 - MAC Tools Total:				1,072.68
Vendor: 01905 - Minasian Law				
05/30/2023	APA000987	2023-04	Legal Council	14,670.60
Vendor 01905 - Minasian Law Total:				14,670.60
Vendor: 01908 - MJB Welding Supply				
05/30/2023	APA000988	01432455	shop supplies	568.47
Vendor 01908 - MJB Welding Supply Total:				568.47
Vendor: 03225 - Myers and Sons Construction, LLC				
05/02/2023	APA000944	348-09	RES B Retention	-7,400.00
05/02/2023	APA000944	348-09	RES B	148,000.00
Vendor 03225 - Myers and Sons Construction, LLC Total:				140,600.00
Vendor: 03045 - N.C.G.T. SECURITY FUND				
05/11/2023	1287	2023-05	Health 2023-	13,806.00
Vendor 03045 - N.C.G.T. SECURITY FUND Total:				13,806.00
Vendor: 01960 - Normac				
05/30/2023	DFT0006164	0009887538-001	1" brass ball valve	2,062.42
05/30/2023	DFT0006164	0009887538-001	1 x 24 brass nip	1,490.67
05/30/2023	DFT0006164	0009887538-001	1" brass 90	1,422.14
05/30/2023	DFT0006164	0009887538-001	1" brass union	3,185.33
05/30/2023	DFT0006164	0009887538-001	1 x 18 brass nip	1,117.76
05/30/2023	DFT0006164	0009887538-001	1" brass st ell	2,109.07
05/30/2023	DFT0006164	0009887538-001	1" close brass nip	934.36
05/10/2023	DFT0006085	0009940768-001	backflow bags	3,453.66
05/10/2023	DFT0006085	0010407914-001	2" backflow	2,290.88
05/10/2023	DFT0006085	0010407914-001	2" brass union	88.96
05/10/2023	DFT0006085	0010407914-001	2" brass 90	49.25
05/10/2023	DFT0006085	0010407914-001	2 x 24 brass nip	214.33
Vendor 01960 - Normac Total:				18,418.83
Vendor: 01980 - Northern Recycling & Waste Svcs				
05/10/2023	DFT0006103	2023-05	Garbage	35.66
05/10/2023	DFT0006103	2023-05	Garbage	56.97
05/10/2023	DFT0006103	2023-05	Garbage	180.52
05/10/2023	DFT0006103	2023-05	Garbage	62.68
Vendor 01980 - Northern Recycling & Waste Svcs Total:				335.83
Vendor: 01950 - Northstate Aggregate, Inc.				
05/10/2023	APA000961	162214	Base Rock	474.42
05/10/2023	APA000961	162216	Sand	564.42
05/10/2023	APA000961	156874	Sand, Base-Light	1,058.80
05/10/2023	APA000961	162219	Sand, Base LT	1,077.83
Vendor 01950 - Northstate Aggregate, Inc. Total:				3,175.47
Vendor: 01995 - Office Depot				
05/30/2023	APA000989	326001	Office supplies	120.12
Vendor 01995 - Office Depot Total:				120.12
Vendor: 01538 - O'Reilly Auto Parts				
05/02/2023	APA000945	3534-486802	Repair parts	38.78
05/10/2023	APA000962	3534-487419	Credit for supplies Org Inv-3534...	-77.54
05/10/2023	APA000962	3534-487756	Repair parts	77.45
05/30/2023	APA000990	3534-488331	Credit for inv-3534-485132	-94.95
05/10/2023	APA000962	3534-488389	Repair parts	25.84
05/10/2023	APA000962	3534-488391	Repair parts	79.74
05/10/2023	APA000962	3534-488521	Repair parts	22.76
05/10/2023	APA000962	3534-489168	Credit returns for supplies	-176.06
05/30/2023	APA000990	3534-489195	Credit for inv-3534-445552	-202.71
05/10/2023	APA000962	3534-489277	Oil Containment	1,055.95
05/30/2023	APA000990	3534-489575	Supplies	161.58
05/30/2023	APA000990	3534-489967	Repair parts	1,023.61

Expense Approval Report

Payment Dates: 5/1/2023 - 5/31/2023

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
05/30/2023	APA000990	3534-490352	Motor Oil	99.09
05/30/2023	APA000990	3534-490384	Repair parts	3.87
05/30/2023	APA000990	3534-490486	Motor oil	99.09
05/30/2023	APA000990	3534-490822	Repair parts	1,204.63
05/30/2023	APA000990	3534-491010	Supplies	55.63
05/30/2023	APA000990	3534-491126	Supplies	21.54
05/30/2023	APA000990	3534-491415	Supplies	14.75
Vendor 01538 - O'Reilly Auto Parts Total:				3,433.05
Vendor: 02030 - Pace Supply				
05/10/2023	DFT0006074	088495833	Coupling Flex - CI - 2 1/2"	705.27
05/10/2023	DFT0006074	087971813-1	Angle Stop - Serv Brass - 1 ' Co...	7,067.32
05/10/2023	APA000963	088532397	Valve Ball -Brass - 1"	115.25
05/10/2023	APA000963	088532397	Nipple - Brass - 2' X 6'	582.39
05/10/2023	APA000963	088532397	Tee - Brass - 2'	686.26
05/10/2023	APA000963	088532397	90 - Serv Brass - 1" FIP x Comp	978.10
05/10/2023	APA000963	088532397	90 - Serv Brass - 1" Comp	1,085.04
05/10/2023	APA000963	088532397	Nipple - Brass - 1' x 6'	474.44
05/10/2023	APA000963	088532397	90 - Brass - 1'	348.57
05/10/2023	APA000963	088532397	90 - Brass - 1 1/4'	277.19
05/10/2023	APA000963	088532397	Nipple - Brass - 2' x 8'	264.76
05/10/2023	APA000963	088532397	Plug - Brass - 2'	260.76
05/10/2023	APA000963	088532397	90 - Brass - 2'	563.26
05/10/2023	APA000963	088532397	Coupling - Brass - 2'	485.41
05/10/2023	APA000963	088532397	Nipple - Brass - 1 1/4'	130.92
05/10/2023	APA000963	088532397	Valve Ball - Brass - 2"	43.33
05/10/2023	APA000963	088532397	Nipple - Brass - 1' Close	176.71
05/10/2023	APA000963	088532397	45 - Brass - 1'	164.05
05/10/2023	APA000963	088532397	Plug - Brass - 1'	174.02
05/10/2023	DFT0006102	0885322397-1	Valve Ball -Brass - 1"	345.75
05/10/2023	DFT0006102	0885322397-1	Nipple - Brass - 1' x 6'	77.23
05/10/2023	DFT0006102	0885322397-1	Valve Ball - Brass - 2"	1,039.83
05/10/2023	DFT0006102	0885322397-1	45 - Brass - 1'	195.30
05/10/2023	DFT0006102	0885322397-1	Nipple - Brass - 2' x 8'	528.28
05/10/2023	DFT0006102	0885322397-1	Tee - Brass - 2'	93.58
05/30/2023	DFT0006165	088532397-2	45 - Brass - 1'	31.24
05/30/2023	DFT0006165	088532397-2	Valve Ball -Brass - 1"	201.69
Vendor 02030 - Pace Supply Total:				17,095.95
Vendor: 02081 - Pacific Gas & Electric Company				
05/30/2023	DFT0006166	2023-05	Utilities	18,014.25
05/30/2023	DFT0006166	2023-05	Utilities	1.35
Vendor 02081 - Pacific Gas & Electric Company Total:				18,015.60
Vendor: 01037 - Paradise Police Dept.				
05/30/2023	APA000991	INV-23-4263909	False Alarm	28.00
05/30/2023	APA000991	INV-23-4263917	False Alarm	28.00
Vendor 01037 - Paradise Police Dept. Total:				56.00
Vendor: 02070 - Peterson				
05/30/2023	APA000992	PC010223936	Repair Parts	760.67
Vendor 02070 - Peterson Total:				760.67
Vendor: 02091 - Pitney Bowes				
05/05/2023	DFT0006083	2023-04	Postage	1,005.00
Vendor 02091 - Pitney Bowes Total:				1,005.00
Vendor: 03048 - Plan B Professional Answering Service				
05/10/2023	APA000964	2023-04	Answering service	176.80
Vendor 03048 - Plan B Professional Answering Service Total:				176.80
Vendor: 03287 - Powell Roofing, Inc.				
05/10/2023	APA000965	2023-04	Roof repair	1,625.00
Vendor 03287 - Powell Roofing, Inc. Total:				1,625.00

Expense Approval Report

Payment Dates: 5/1/2023 - 5/31/2023

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
Vendor: 03167 - RCI General Engineering				
05/11/2023	57924	2023-03	March MISLR Retainer	-11,136.82
05/11/2023	57924	2023-03	March MISLR	222,736.44
Vendor 03167 - RCI General Engineering Total:				211,599.62
Vendor: 03232 - RoadSafe Traffic Systems, Inc				
05/30/2023	APA000993	170956	Supplies	241.31
05/30/2023	APA000993	172094	Supplies	590.73
Vendor 03232 - RoadSafe Traffic Systems, Inc Total:				832.04
Vendor: 03279 - RRL Enterprises Inc				
05/02/2023	57923	23020290	4 post lift	17,818.03
Vendor 03279 - RRL Enterprises Inc Total:				17,818.03
Vendor: 03257 - Secure and Alert Systems Corp				
05/30/2023	APA000994	SAA-5272	Camera System	12,655.00
Vendor 03257 - Secure and Alert Systems Corp Total:				12,655.00
Vendor: 03153 - Slate Geotechnical Consultants, Inc.				
05/30/2023	APA000995	2028	Magalia Dam Final Design	101,988.49
Vendor 03153 - Slate Geotechnical Consultants, Inc. Total:				101,988.49
Vendor: 03273 - Snap-On Credit LLC				
05/01/2023	DFT0006099	501233033	Tools	565.69
Vendor 03273 - Snap-On Credit LLC Total:				565.69
Vendor: 03210 - Spatial Networks, Inc.				
05/01/2023	DFT0006100	7E7049A6-0045	Field software, Fulcrum	714.00
05/01/2023	DFT0006100	7E7049A6-0045	Field software, Fulcrum	714.00
Vendor 03210 - Spatial Networks, Inc. Total:				1,428.00
Vendor: 03061 - Sterling Health Services, Inc DBA				
05/12/2023	DFT0006106	INV0006850	HSA Contribution	167.30
05/26/2023	DFT0006134	INV0006866	HSA Contribution	167.30
Vendor 03061 - Sterling Health Services, Inc DBA Total:				334.60
Vendor: 03283 - T&S Construction Co., Inc				
05/02/2023	APA000946	2023-04	Zone A Pump Station	176,071.00
Vendor 03283 - T&S Construction Co., Inc Total:				176,071.00
Vendor: 02808 - The UPS Store				
05/04/2023	DFT0006101	2023-05	Notary Fee	15.00
Vendor 02808 - The UPS Store Total:				15.00
Vendor: 02362 - Thomas Ace Hardware				
05/02/2023	APA000947	202732	Supplies	9.64
05/02/2023	APA000947	202977	Supplies	8.71
05/10/2023	APA000966	203375	Supplies	30.34
05/02/2023	APA000947	204003	Supplies	14.37
05/02/2023	APA000947	204070	Supplies	228.15
05/02/2023	APA000947	204178	Supplies	2.41
05/02/2023	APA000947	204224	Supplies	13.26
05/10/2023	APA000966	204271	Supplies	28.25
05/10/2023	APA000966	204611	Supplies	332.69
05/10/2023	APA000966	204799	Supplies	27.27
05/10/2023	APA000966	204828	Supplies	66.30
05/10/2023	APA000966	204839	Supplies	3.12
05/30/2023	APA000996	204887	Supplies	102.15
05/10/2023	APA000966	204937	Supplies	7.50
05/10/2023	APA000966	204976	Supplies	6.08
05/10/2023	APA000966	204979	Supplies	5.18
05/10/2023	APA000966	205034	Supplies	5.30
05/10/2023	APA000966	205113	Supplies	40.70
05/10/2023	APA000966	205294	Supplies	96.05
05/10/2023	APA000966	205296	Supplies	40.60
05/10/2023	APA000966	205298	Supplies	8.40
05/30/2023	APA000996	205321	Tools	43.14

Expense Approval Report

Payment Dates: 5/1/2023 - 5/31/2023

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
05/10/2023	APA000966	205365	Supplies	16.22
05/30/2023	APA000996	205369	Tools	3.64
05/30/2023	APA000996	205438	Parts	18.94
05/30/2023	APA000996	205442	Supplies	13.70
05/30/2023	APA000996	205481	Supplies	43.79
05/30/2023	APA000996	205551	Supplies	24.52
05/30/2023	APA000996	205755	Supplies	105.88
05/30/2023	APA000996	205763	Supplies	38.40
05/30/2023	APA000996	205769	Supplies	127.76
05/30/2023	APA000996	205785	Tools	28.47
05/30/2023	APA000996	205822	Supplies	41.16
05/30/2023	APA000996	205838	Supplies	67.61
05/30/2023	APA000996	205875	Tools	119.12
05/30/2023	APA000996	205970	Supplies	15.48
05/30/2023	APA000996	205986	Supplies	8.90
05/30/2023	APA000996	206049	Supplies	25.19
05/30/2023	APA000996	206303	Supplies	46.07
05/30/2023	APA000996	206371	Supplies	37.38
05/30/2023	APA000996	206407	Supplies	91.71
05/30/2023	APA000996	206444	Supplies	7.73
05/30/2023	APA000996	206458	Supplies	33.37
05/30/2023	APA000996	206673	Supplies	6.44
05/30/2023	APA000996	206772	Supplies	41.34
Vendor 02362 - Thomas Ace Hardware Total:				2,082.43
Vendor: 03013 - Total Compensation Systems, Inc				
05/30/2023	APA000997	11911	Prof. Services	945.00
Vendor 03013 - Total Compensation Systems, Inc Total:				945.00
Vendor: 02376 - Town of Paradise				
05/16/2023	57941	2023-05(2)	Rezone application	1,123.07
Vendor 02376 - Town of Paradise Total:				1,123.07
Vendor: 03261 - Tractor Supply Company				
05/19/2023	DFT0006168	2023-04	Repair Parts	140.06
05/08/2023	DFT0006130	154048	Maintenance Truck	63.56
05/19/2023	DFT0006167	156258	Tool Chest	463.31
Vendor 03261 - Tractor Supply Company Total:				666.93
Vendor: 02692 - United Rentals, Inc				
05/30/2023	APA000998	217480373-001	Equipment rental	1,051.79
05/30/2023	APA000998	218368034-001	Equipment Rental	1,702.84
Vendor 02692 - United Rentals, Inc Total:				2,754.63
Vendor: 02686 - USA Blue Book				
05/10/2023	APA000967	340692	Supplies	180.81
05/10/2023	APA000967	346349	Bleach Pump Parts	98.29
05/10/2023	APA000967	346422	NTU Meter Parts	544.85
Vendor 02686 - USA Blue Book Total:				823.95
Vendor: 02712 - VistaNet inc.				
05/02/2023	APA000948	21778	AWWA Security Advisory Rans...	270.00
05/10/2023	APA000968	21811	User Lockouts	450.00
05/10/2023	APA000968	21805	AQPS	60.00
05/10/2023	APA000968	21893	MSP Sophos Central	710.50
05/10/2023	APA000968	21894	MSP Network Monitoring	509.00
05/30/2023	APA000999	21953	AWWA Security Advisory	300.00
05/30/2023	APA000999	21954	Tracking email attachments	210.00
05/30/2023	APA000999	21955	windows activation	60.00
Vendor 02712 - VistaNet inc. Total:				2,569.50
Vendor: 03002 - Water Works Engineers				
05/10/2023	APA000969	13671(1)	Recovery Management	44,387.12
05/30/2023	APA001000	13810	PID GIS Valve Tagging Project	3,456.42
Vendor 03002 - Water Works Engineers Total:				47,843.54

Expense Approval Report

Payment Dates: 5/1/2023 - 5/31/2023

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
Vendor: 03134 - White Glove Cleaning Svc Inc				
05/10/2023	APA000970	76420	Janitorial services	456.00
05/10/2023	APA000970	76421	Janitorial services	550.00
05/10/2023	APA000970	76422	Janitorial services	495.00
Vendor 03134 - White Glove Cleaning Svc Inc Total:				1,501.00
Vendor: 02778 - Wurth USA Inc.				
05/30/2023	APA001001	97705675	Shop supplies	81.57
05/30/2023	APA001001	97719564	Shop supplies	659.32
05/30/2023	APA001001	97722910	Shop supplies	37.08
05/30/2023	APA001001	97724650	Shop supplies	5.60
Vendor 02778 - Wurth USA Inc. Total:				783.57
Vendor: 02867 - Zenner USA				
05/10/2023	APA000971	0077295-IN	3/4" fire serv meter	29,379.11
05/10/2023	APA000971	0077295-IN	MIU	50,373.13
05/10/2023	APA000971	0077295-IN	lid, lock and riser	3,174.73
Vendor 02867 - Zenner USA Total:				82,926.97
Grand Total:				1,235,381.76

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.



AGENDA ITEM 7.b.
(Pages 25-26)

Our water. Our future.
Paradise Irrigation District

Strategic Plan Progress Report-06/23

No updates from last month

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				
Developing 2023 'Voice of the Customer' Survey (based on the 'Voice of the Customer' Survey Conducted in 2022.	Mickey Rich	Updated 4/1/2023	New survey in progress	✓
Develop a 'Service Survey' to Be Used at the Completion of Service Delivery. 9/1/2022 added a 1-question post-call survey to our phone tree.	Dir. Sulik	9/1/2021		✓
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	ongoing	
To Establish a Plan to Create a Financial Reserve. Investment advisor is actively investing PGE settlement funds. See treasury report for gains.	Tom Lando	10/2021		✓
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 Water Board / Capital Improvements - Aptim				

Operations

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.

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.</p> <p>The time spent with newly metered customers is keeping the customer service department busy. We have one temporary customer service rep and believe additional help is still needed.</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>				
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	Updated 5/5/2023	initiated	
<ul style="list-style-type: none"> Staff has set up online training solution. Department managers will be offering relevant courses to employees Illness and Injury Program has been updated and additional training needs have been identified. Continue annual training program through ACWA/JPIA Staff Development Training offered Annual Safety Training / Required annual / bi-annual training We have created a safety coordinator team and the team along with Pete will be working on implementing a formal field training program 5/5/2023 				
Develop Draft of a Plan for PID Career Tracks	Bowen/Boston	5/5/2023	initiated	
Staff is researching career track elements and best practices for learning organizations. While we don't anticipate job description changes, we will wait until the classification study concludes 5/5/2023.				
Currently developing career skills sheets / awaiting final classification by CPS / HR	HR Firm/Mickey Rich	Updated 3/1/2023		
The board has entered into agreement with a firm 9/2022 – Work will begin after January 2023				
Employee Incentive Program	Mickey Rich	4/1/2023		
The District has an incentive program that allows for \$50.00 gift cards to be awarded to employees going above and beyond.				

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 - May 2023

Service Requests

Service Types	Request Total
Account Management	848
Activate Water w/ Backflow	21
Backflow Maintenance	33
Construction Support	14
Disconnect	0
Field Customer Service	148
Field Maintenance	18
From Active to Ready-to-Serve	26
New Meter Order	0
No Water	15
Transfer Ownership	230
Water Quality	10
Grand Total	1363

Increased from 556 service requests in May 2022

Phone Activity

Phone Activity	May-22	May-23	Trend
Average calls per day	31.16	42.86	Increased
Average abandoned per day	1.25	1.68	Increased
Average time abandon	2.51	1.39	Decreased
Average time to handle	28 seconds	34 seconds	Increased

Payments Processed

Payment Method	May-22	May-23	Trend
Automated Phone System	101	103	Increased
Customer Service Team	951	821	Decreased
Web Portal	461	565	Increased
Total	1513	1489	Decreased

Customer Service Activities

May 5, 2023

- **Phone Survey**

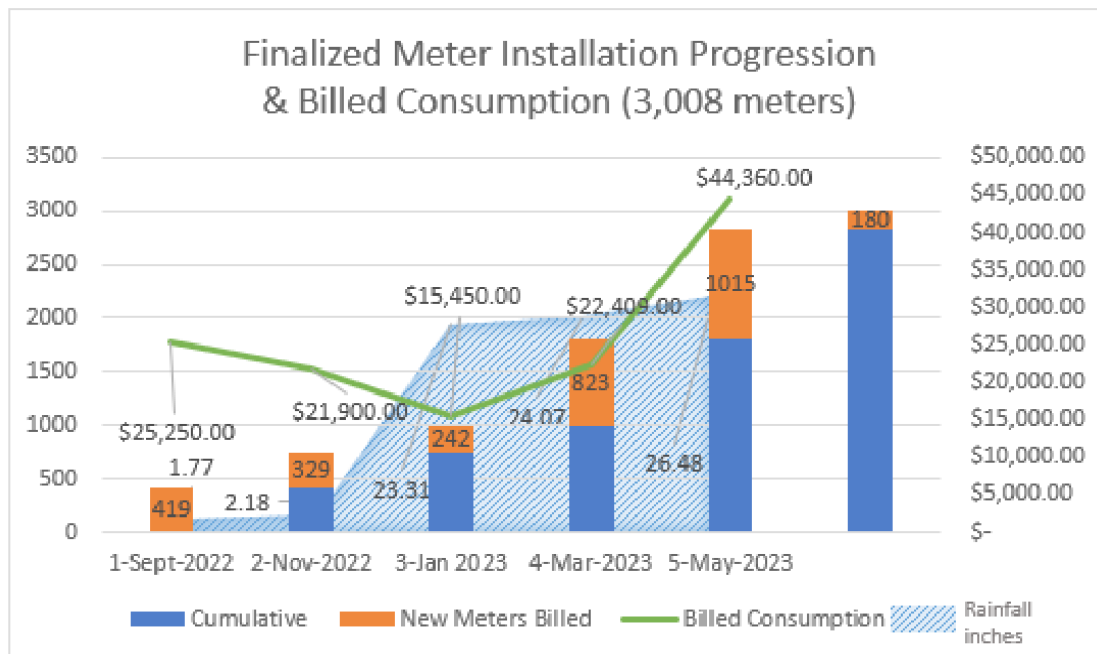
- Starting September 1, 2022 phone in customers are invited to participate in a 1-question phone survey rating their service (1 through 5, with 5 being excellent).
- **Cumulative Results:**

Rating	★★★★★	★★★★	★★★	★★	★	% Calls
Sept 2022	77	3		0	1	10 %
Oct 2022	10	0		0	1	1.4 %
Nov 2022	14	0		1	1	2.3 %
Dec 2022	3	0		0	1	0.7 %
Jan 2023	12	1		0	2	1.8 %
Feb 2023	17	1		0	3	2.9 %
Mar 2023	10	0		0	0	1.1 %
Apr 2023	25	1	1	1	0	3.5 %
May 2023	9	0	0	0	0	0.9%

- **DropCountr Registrations**

- We currently have 555 users signed up for DropCountr.
- 144 new users in the last month

- **Metering**



Finalized meter installations are meters which are fully reporting for 30 days with reading data available to billing staff through our meter reading portal. Customers are notified 30 days prior to their beginning read date of their upcoming change

to billing.

Because of software limitations, office staff must manually add the new meter information between billing cycles. The meter addition / and quality control processes are very time consuming for staff. Customer service staff recently added 180 new meters to prepare for the July 2023 billing. The next addition to meters into the billing system will occur in October instead of September 2023.

Annual lien letters will be going out this month (June) for past due accounts. Customers will receive a notice to pay before the lien is applied to the annual assessment. We continue to NOT shut-off water for past due accounts. Staff will provide an analysis of accounts and board discussion for future shut offs for non-payment after the full implementation of MISLR phase II at the September Board meeting.

PARADISE IRRIGATION DISTRICT

Community Outreach Overview
April 1, 2023- May 31, 2023

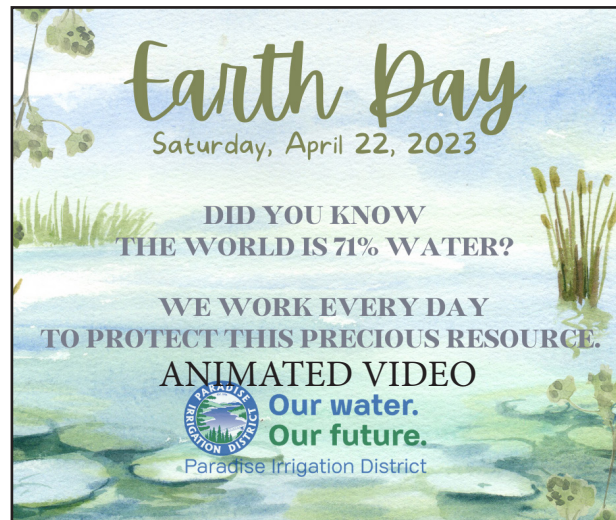
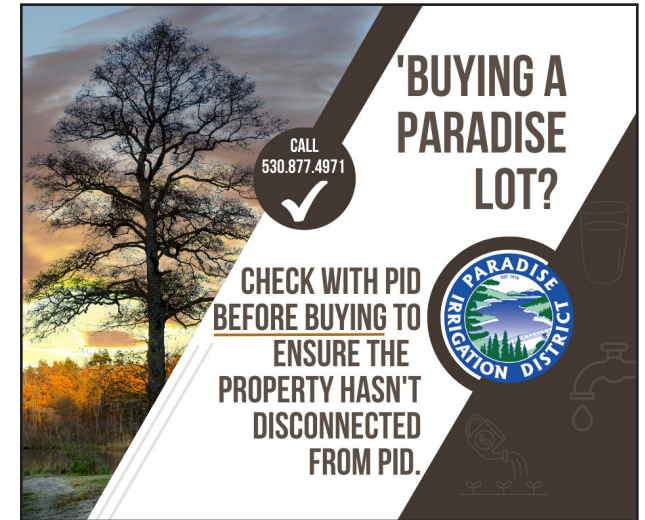
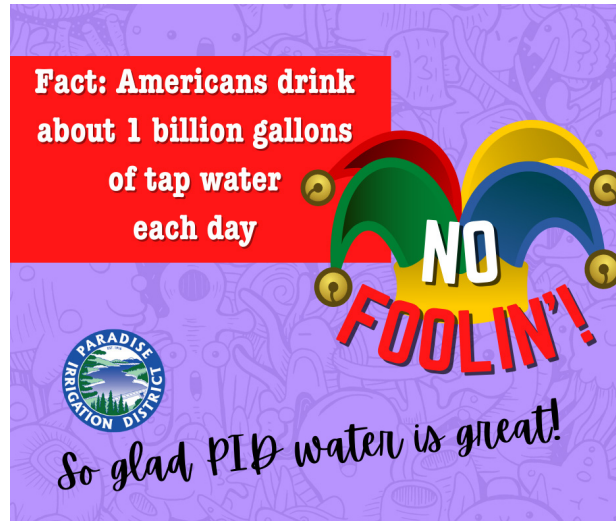
Facebook

15 messages posted
PID messages were seen 3,964 times

1,793 people follow the PID Facebook page
Demographics:

73.7% Women
26.4% men

36.4% ages 18-44
63.6% ages 45 - 65+



FACEBOOK

WE ARE LOOKING FOR YOU!

JOIN THE PID TEAM

SEEKING "DISTRICT MAINTENANCE PERSON" RESPONSIBLE FOR MAINTAINING ALL PID BUILDINGS, INCLUDING CARPENTRY, ELECTRICAL, PLUMBING, CONCRETE.

PAY RANGE: \$4,576 - \$6,517 MONTHLY
GREAT BENEFITS INCLUDING MEDICAL, DENTAL AND VISION

Position open until filled

\$27.06 HOURLY PLUS BENEFIT PACKAGE

Do you know someone who lives in this area?

Opening now for Director representing Division 2.

Apply by 3:30 pm on May 5
Details at PIDWater.com

AVOID WATER BILL SURPRISES!

Download DropCounter app to monitor your water use.

Download DropCounter app here

Thanks to these volunteers (including those from Paradise Adventist Academy) for their help with PID's Demonstration Garden during Love Paradise Day.

Our water. Our future.
Paradise Irrigation District

Discover more about your water district.

BOARD MEETING

Zoom or in person

WEDS., APRIL 19 5:30 PM

MOVING FORWARD WITH PID

Pipeline Installation

The project installs a 16-inch pipeline from the Water Treatment Plant to the Zone A tank where water will be pumped through a new pump station. This new pipeline creates a redundant water supply to the PID system to ensure water can still be supplied if anything happens to the current transmission line.

Most positive reactions

Help your spring plants take root.

- Water evenings or early mornings (7 pm to 7 am)



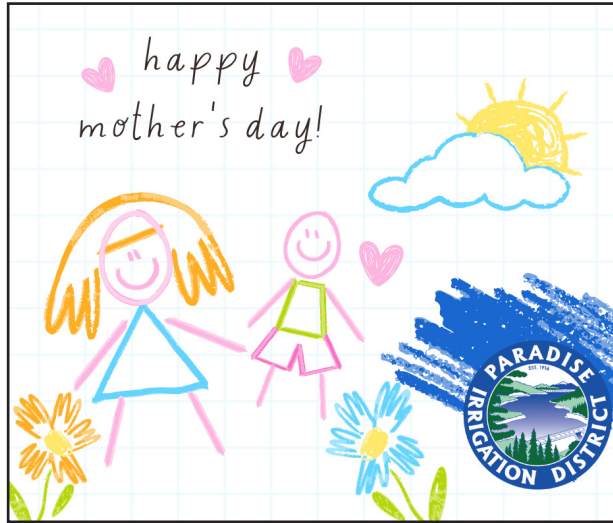
**Our water.
Our future.**

Paradise Irrigation District



Discover more
about your
water district.

BOARD MEETING Zoom or in person
WEDS., MAY 17 5:30 PM



**SWITCH TO
DRIP AND
SAVE UP TO
50% OF
WATER
OUTDOORS.**



FACEBOOK

Newsletter

Distributed with mailed PID invoices
Available 24/7 at PIDWater.com website
May/June issue

WATER NEWS



Our water. Our future.

May/June 2023 Paradise Irrigation District

New reservoir tank install project continues; Zone A pipeline install is also under way

Projects increase water storage and create "redundant" water transmission in case of damage to existing line

Paradise Irrigation District continues with community-wide water supply recovery projects with ongoing work to replace Reservoir B as well as Zone A pipeline installation. The projects will increase fireflow water storage and improve water distribution for our customers.

The previous Reservoir B was a lined tank with a cover and lining; the cover and lining were destroyed in the Camp Fire, leaving PID with 2 million gallons less storage capacity. The replacement for Reservoir B is two steel tanks, each with a 1.5 million gallon capacity.

The project installs a 16-inch pipeline from the Water Treatment Plant to the Zone A tank where water will be pumped through a new pump station. This new pipeline creates a redundant water supply to the PID system to ensure water can still be supplied if anything happens to the current transmission line.

Project funding for the replacement water tanks comes from a grant from the Drinking Water State Revolving Fund, to assist PID with replacement projects to help PID further recover from the Camp Fire's devastating effects on our community's water system. Funds for the Zone A pipeline are through a Water Supply Hazard Mitigation grant; 75% of the costs are covered by FEMA.



Above: Concrete pads for PID's two new steel water tanks; each will hold 1.5 million gallons of water. **Below:** Work continues on the Zone A pipeline installation to create a redundant water supply for customers in case of problems with the existing line.



MOVING FORWARD WITH PID

Now that your water meter is in, download the phone app, 'dropcountr' (or view it online) to monitor your water use.

dropcountr
Save water. Save money.

PIDWater.com

It's too late to reconnect with PID to save \$\$\$ with friends who may not be; savings are significant

who "disconnected" from Paradise Irrigation District time to reconnect with the district to future reconnect and capacity fees. There's still time under the current pricing; parcel owners can avoid missing the deadline.

ump Fire, most parcel owners that previously opted to be on the "Active" rate and receive water plus water quantity charge) or be on "Ready (21.40/month) and have a sealed meter but with B) would, upon the owner's request, convert the rate at any time in the future. A smaller number

of property owners who had previously been served by PID requested to drop PID service entirely. It's this last group which will be affected by the upcoming deadline.

As of the deadline, parcels moving from the Disconnected to Ready to Serve or Active rates will pay additional capacity charges and will not receive a credit on meter installation fees.

Additionally, parcels which were disconnected are currently charged a cost for a meter, service lateral, backflow and labor costs associated with re-establishing service at the time they place an order for a meter.

Contact the PID Office by phone (530/977-4971) or in person (6332 Clark Road, 9 am to 4 pm, M-F) to re-establish service.

Planning your new landscaping? Visit PID's Demonstration Garden to see a variety of plantings that will thrive on the Ridge. It's north of PID's office, 6332 Clark Road.

BOARD MEETING TIME CHANGE: The June 21 board meeting will be held at 8:30 am. Attend via Zoom or in person at the District Office (6332 Clark Road)

GARDEN TOUR

June 3 & 4
6 Gardens • Plant Sale

TICKETS: \$20
ParadiseGardenClub.org

Discover water-saving ideas for your yard!

PID AT A GLANCE:

8,959
Total Customers

4,832
Active Service Rate Accounts

5,697
Properties with Cleared Water
As of April 10, 2023

We're here to help:

Since the Camp Fire, our customers face many unique situations—whether they're staying in a temporary home on their lot, or rebuilding or purchasing a home. Our friendly customer service professionals are eager to help you get into your Paradise home and will help you understand the steps you need to take to get water service. Check our website and Facebook page as well!



6332 Clark Rd.
Paradise, CA



530-977-4971



pidwater.com
facebook.com/pidwater



**Board member opening:
Apply by May 5**

**Must live in Division 2
Info: PIDWater.com**



**Shop local.
Dine local.
Drink local.**



**Serving great water
since 1916**



**PID
CUSTOMER
ASSISTANCE
PROGRAM**

**Save \$10/month
on your PID bill**

Call 877-4971



Planning a new yard?

**VISIT THE PID
DEMONSTRATION GARDEN
FOR IDEAS!**

6344 Clark Road

GARDEN TOUR

June 3 & 4

ParadiseGardenClub.org

TICKETS: \$20

• Plant sale
• Tour 6 gardens



Come to Paradise!

Distribution System Operator

A rewarding opportunity to work with an established, resourceful and forward-thinking public water agency in Northern California's scenic foothills.

Apply by:
3:30 pm:
July 14, 2023

Here's what our employees say:

- "PID is great about giving me the support, tools and training I need to do my job—plus I really like having the weekends off."
- "Working for PID means you're working with friends—friends you can trust to help you get the job done...and laugh doing it!"
- "It's such a positive feeling to work at PID and be able to do so much to help our community recover from the devastating 2018 Camp Fire."

Generous benefit package.
Salary: \$4,690–\$6,680/month Start: \$27.06/hour
Additional compensation for Distribution certification



Position:
As part of the Transmission and Distribution Division, PID serves more than 100,000 customers through a gravity-fed system. Among your duties will be to inspect and maintain proper operation of distribution system storage reservoirs, maintain transmission and distribution system equipment, and coordinate and participate in ongoing leak repair and maintenance programs. You will also be responsible for organizing and coordinating a program and valve maintenance program, for maintaining pressure reducing stations, and work with vice staff regarding pressure and flow issues. You must possess California Water Distribution License Grade 1 or higher and obtain in 18 months of joining PID.

Location:
The area is located in the Sierra Nevada foothills, about 90 miles north of Sacramento, at an elevation of 1,200 to 2,400 feet. We're above the valley fog and below the snow level.

The Paradise ridge is blessed with four distinct seasons; we average 257 sunny days each year.

Your housing dollars will go much further in our community than in the "big city"—yet we're close to the college town of Chico and its shopping and entertainment options. Enjoy the reward of living in a community where you can make a real difference!

Benefits include:

- 9% deferred compensation with up to 3% additional matching opportunities
- Medical includes EAP (Employee Assistance Program), dental and vision plan coverage for employee, spouse/partner and dependents
- \$50,000 paid life insurance coverage
- Flex benefits plan
- Long-term disability
- Paid holidays, sick and vacation programs

With its clean air, many recreation opportunities and old-fashioned neighborliness, Paradise is a great place to raise a family.

Paradise Chamber of Commerce

Application and more info at: www.PIDwater.com/careers



PARADISE IRRIGATION DISTRICT

6332 Clark Road
Paradise, CA 95969

Presented Standard US Postage
PID
Paradise, CA
Permit #1

Postcard: Position open in Distribution

Worked with Tiffany and Jeff to create 6x11 color postcard for open position. Mailing June 16 to 5,858 licensed operators within 250-mile radius.

“Ridge Business Journal” (quarterly Chamber publication)

Articles and graphics highlighting where to look for open PID positions, disconnect news and board make-up, duties.

ResB tank outreach; Facebook and email

Part of bulk email on Saturday, June 10, FB post on Friday, June 9. Within 24 hours seen by more than 1,100 viewers on FB with almost 200 reactions (positive and laugh) plus comments. Picked up by others and shared, including three other active Ridge groups (Rebuilding the Ridge, Paradise Rants/Raves, We Are Paradise Strong).

CCR outreach

Completion of state-required reporting; publication is for in-office printing and website. Notification in FB, bulk email, PRPD signage, upcoming “Progress Update,” media release.

UPCOMING: Special Assessment District

Will provide guidance for messaging (possible focus group for input), public meetings, communications action plan.

No, it's not a UFO*



***or a covered ice skating rink, or a new "theme" restaurant, or a secret clubhouse, or.... (Location: Near Rocky Lane, off upper Skyway)**

MOVING FORWARD WITH PID

It's one of our community's new replacement water storage tanks. It means increased fireflow water storage and improved water distribution for PID customers.

ASSORTED & UPCOMING

**STAFF REPORT
FIELD OPERATIONS
May 2023**

TRANSMISSION & DISTRIBUTION

DAILY OPERATIONS

- Crews have been taking care of leaks, emergencies, and maintenance issues.
- 12 scheduled main line and service line leaks were repaired this month.
- The Call Center received 69 after hour calls.
- Standby received 19 calls.
- 19 emergency calls due to contractors.
- 1,717 completed USA tickets.
- 222 Backflows were tested.

SERVICE LINE REPLACEMENT / WATER REQUEST

- 37 Interim Water Service (IWS) Backflow devices were installed.
- 28 Fire Flow tests were performed.
- 4 Service lines were replaced.

CUSTOMER REIMBURSEMENT JOBS (by work order)

- Working on several New Meter Estimates for various projects in town.

Overview

- Continued efforts are being made with RCI General Engineering and Water Works Engineers (WWE) to keep the Meter Installation & Service Lateral (MISLR) Phase 2 Project running smoothly and efficiently.
- We are continuing to work on our vehicle replacement program, including surplus of vehicles.
- Zone A Pipeline is going well, and we are continuing to work with WWE, T&S Construction, and Blaine on that project.
- Beginning phases of the MISLR Phase 3 Project and the Mains Replacement Project.
- Coordinating with the Town of Paradise on their Paving Project.
- Pipeline replacement on Dora Lee has been completed.
- The Maintenance position has been filled and the Distribution System Operator (DSO) position will be next.

SUMMARY

The vehicle replacement is almost complete. Twenty vehicles authorized for surplus have been transferred to Bid Cal, which will be available for auction June 17th. The District has ordered four additional trucks, which are anticipated to arrive within 90 days. Receipt of these vehicles will nearly complete the replacement of the entire fleet.

Congratulations to Mark Cavalli for accepting the position of District Maintenance Person. Following Mark's transition from Utility Crew Leader to Maintenance Person, staff will be backfilling the vacant Utility Crew Leader position, Utility Worker II position, and Utility Worker I positions. We are also working with Cedar Creek on a flyer to distribute to qualified candidates for the Distribution System Operator position.

Crews have finished installing approximately 300' of 4" C-900 down the north section of Dora Lee. This pipeline has been tested and is currently in use. The next area crews will focus on will include replacement of approximately 400' of pipeline on Woodsdale Lane. Planning for this project is in the beginning stages.

STAFF REPORT
WATER TREATMENT PLANT
May 2023

WATER TREATMENT

- Production at the District's treatment plant for the month of May varied between 2.0 and 4.3 mgd, with the average day being 3.3 mgd.

- Compared to:

	<u>pre-fire May 2018</u>	<u>May 2020</u>	<u>May 2021</u>	<u>May 2022</u>
Low	2.9	1.7	3.3	2.0
High	5.5	3.8	5.0	4.4
Avg.	4.5	3.0	4.4	3.4

- Completed required monthly reporting to Department of Drinking Water and Regional Water Control Board.
- Still waiting on the EPAs results from the first and second rounds of UCMR5 sampling (PFAS).
- 5/31 we pulled our own sample for PFAS using the same analysis methods as the UCMR and should have results in 15 business days (right about Board meeting time).

Treatment Plant

- The plant's production mag-meter has been repaired and reinstalled.
- Clint worked with the screw air compressor representative to get the part needed for the compressor. At this point it seems to be working fine.
- Tesla Plant system - I wrote a memo on the Plant Tesla system. Hopefully, this answered the questions you had. They are working on getting a quote on what the generator controls would cost.
- Purchased the shipping container to store the extra Clarifier Media.
- Hazard trees were removed at the Treatment Plant by Crossfire.

MAGALIA/PARADISE DAMS

- Monthly monitoring of piezometers at Magalia and Paradise dams was performed and reported to our consultant. Paradise Dam is now read every other week since it is full.
- Gabion wall design was approved by the Division of Safety of Dams (DSOD) and will need to go out to bid. We are awaiting confirmation on whether this will be funded under the Community Development Block Grant Disaster Recovery grant funds.
- Worked with Slate Geotechnical on the Magalia Reservoir dam repair design.

WATER QUALITY – DISTRIBUTION SYSTEM

- 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.

May 2023, WATER QUALITY

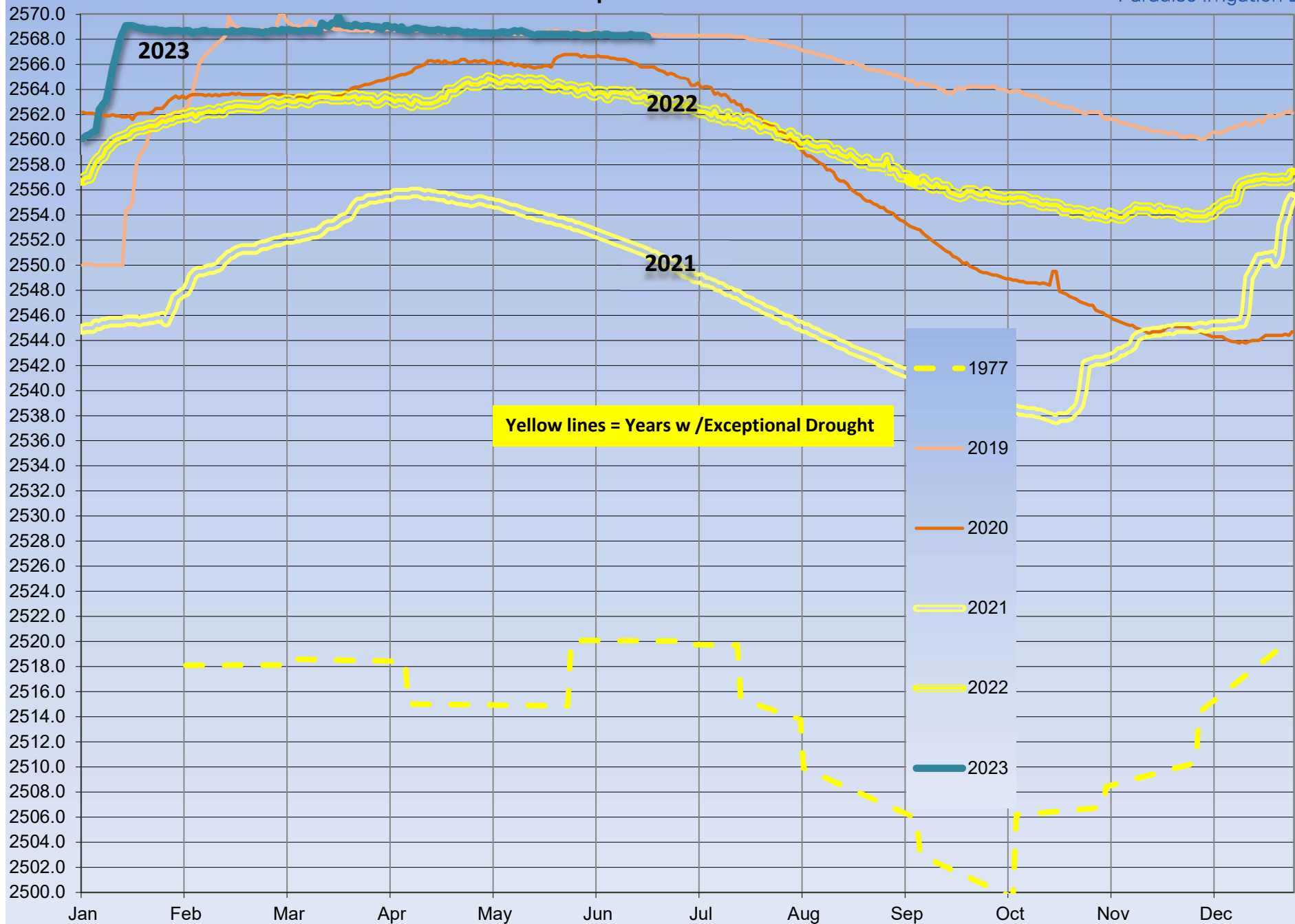
- Average daily production: 3.3 mgd
- Average effluent turbidity: 0.04 ntu
- Average raw water turbidity: 1.14 ntu

Water Levels (as of 5/31/2023)

- Magalia Reservoir 2199.5'
- Paradise Lake +0.3' -4.5' same day in 2022
- Percentage of Water in Storage 100%+ of Total Available
- Rainfall for 2022/2023 rainfall year:

▪ October	Magalia Res. 0.00"	Paradise Lake 0.00"
▪ November	5.57"	5.51"
▪ December	19.06"	17.89"
▪ January	18.55"	21.44"
▪ February	5.30"	2.29"
▪ March	23.71"	24.80"
▪ April	2.25"	2.14"
▪ May	2.07"	2.77"
▪ June		
▪ July		
▪ August		
▪ September		
Total for 2022/2023 Rain Year	76.48"	76.84"
Average Rainfall	64.00"	65.20"

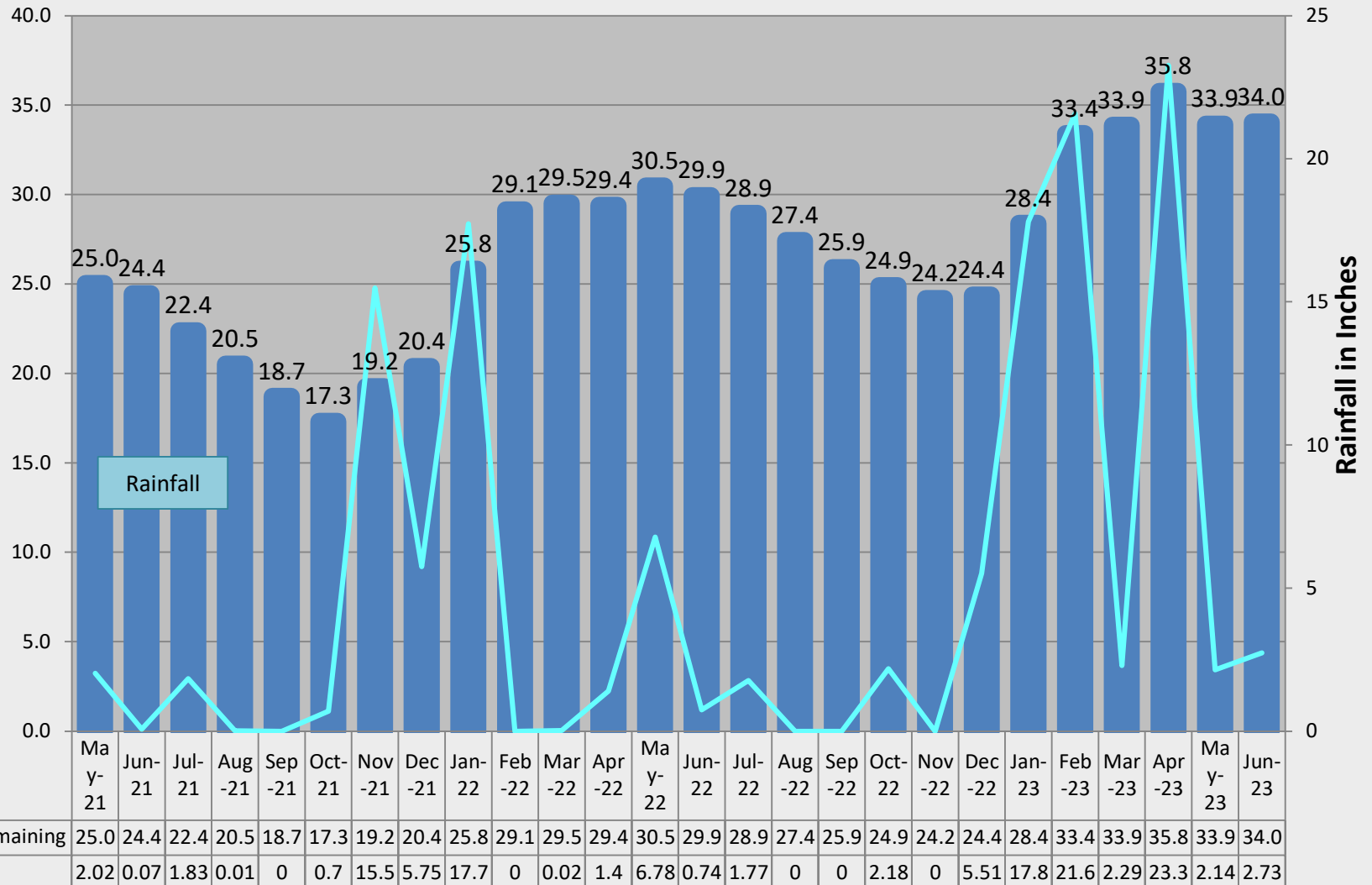
Paradise Lake Elevation
Updated 06/16/2023
Spill = 2568.1



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



District Engineering Update for the Board of Directors

June 15, 2023

1. Working with customers and providing estimates to provide new water meter services to multiple locations throughout town.
2. Coordinated with Water Works on MISLR 2 and other projects.
3. Working with Slate Geotechnical Consultants for Magalia Dam 100% design.
4. Mains Project Phase 1 is out for bid with the due date of June 28, 2023.
5. T & S Construction has completed the installation of the Zone A pipeline on the Butte County portion of Skyway. Remaining work is to seal coat the intersection of Old Skyway and New Skyway and down Pine Needle Drive.
6. Monthly water reporting is continuously being completed.
7. Worked with Town of Paradise contractor, Knife River Construction, to verify Valve cans along the first set of on-system roads were all raised. These roads included Merrill, Dean, Country Club and Stearns.
8. Working with Customer and Distribution group at 5720 Academy Drive where the customer will be installing a 6" line off Academy Drive to inside their property for a Hydrant, Fire Suppression system, and meter.
9. Working with the Town of Paradise to ensure that our service laterals are replaced before paving begins on the on-system roads.
10. Working with contractor for Moose Lodge at 5275 Skyway for a pipeline extension to add a hydrant onto their property for their new construction.

Board Update

Engineering Department 6/15/23

Blaine Allen is currently the only employee in the Engineering Department, interviews for the Assistant Engineer position should be happening soon. The following projects are being worked on continuously:

Reservoir B Tanks: Reservoir B bladder was destroyed in the 2018 Camp Fire. This reservoir will be replaced with two 1.5-million-gallon tanks. The first of which is currently being assembled and the second will follow. It is expected that in July the new piping will be installed that will feed these tanks and connect them to the existing piping feeding the Town. This project is slated to be completed in October of 2023. PID staff is working with Water Works staff who are the Project Managers. We attend regular meetings and review payments and questions. The contractor working on this job is Myers and Son's Construction.

Meter Installation & Service Lateral Replacement (MISLR) Phase 2: PID infrastructure received significant damage due to the Camp Fire. PID is replacing all service laterals to homes and properties that were damaged in the Camp Fire. This project is to replace some of those laterals. It is also to replace meters and add backflows to buildings that survived the Camp Fire. Water Works Engineering is acting as the Project Managers for this project. PID staff are helping with this project on multiple fronts. The Engineering group attends meetings and coordinates priorities with Water Works staff. The Engineering group also takes many calls from customers with concerns, questions, or general comments. This project is projected to be completed in August 2023. It will be followed by MISLR 3. The contractor on this project is RCI General Engineering.

Meter Installation & Service Lateral Replacement (MISLR) Phase 3: The Engineering department along with other PID employees have been working with Water Works Engineers to determine the scope and process for this third phase of service lateral replacements. This has taken a very significant amount of coordination between Engineering, Distribution, Customer Service, District Managers, and Water Works. This project is projected to start in August to facilitate a clean transition from MISLR 2 to MISLR 3 and minimize any delays in installations. The contractor for this project will be RCI General Engineering.

Mains Replacement: PID infrastructure received significant damage due to the Camp Fire. PID is replacing sections of mains that were damaged during this event. The Engineering department along with other PID employees have been working with Water Works Engineers to determine the scope and process for these main replacements. This has taken a very significant amount of coordination between Engineering, Distribution, Customer Service, District Managers, and Water Works. This project is projected to start in August. This project is currently out for bid and no contractor has yet to be selected.

Zone A Pipeline and Pump Station: PID received funding to install a redundant pipeline from the water treatment plant to the distribution system. Water will be pumped from the plant to zone A tank. This project will involve installing the new pipeline, which has already begun, and a new pump station at the treatment plant. Water Works is the Project Manager and is working closely with PID staff including the Engineering department and Water treatment personnel. Engineering attends meetings and is involved in decisions being made during the construction process. This project is projected to be completed in June of 2024. The contractor for this project is T & S Construction.

Magalia Dam Retrofit Design: DSOD determined that Magalia Dam was inadequate to be at full capacity and support the reservoir in the case of an earthquake in Magalia. The current allowable capacity is roughly 40% of the prior capacity. The Engineering Department is working with Slate Geotechnical Engineering for the 100% design for the Magalia Dam retrofit design. Slate is the main contractor on this project and PID Engineering and the Water Treatment Superintendent are very involved in this project. We attend meetings and make decisions regarding this project. The plan is to have a shovel ready project that is ready to go out for bid once the design is completed. This project is estimated to be completed in June of 2024.

Equalizer Tanks: The water treatment plant equalizer tank is currently in very poor shape and needing replacement. PID staff determined that a two-tank system should be designed and installed so that in the future one tank can be taken offline to complete repairs, so we do not end up in the same situation again. This project is being designed by Water Works Engineering as they were the low bidder on this project. Engineering and Treatment employees are working closely with Water Works staff during the design process. The intent is to have this project 100% designed and ready to go out for bid once completed. This project is projected to be complete in November of 2023.

Town Paving Project: The Engineering department is in constant communication with Town personnel and Water Works staff to coordinate the lateral installations in conjunction with the Towns paving progress. This is a monumental task as the Town is planning to pave as much as possible and PID is trying to get service laterals installed before paving so we do not go back and cut into freshly paved roads.

General Engineering Work: The Engineering department is also working on Water rights reporting, design reviews for permits through the Town of Paradise, new meter requests, customer concerns, easements, new pipeline extensions, construction projects throughout town, PID properties, Camp fire insurance claim, grant information pertaining to projects, updating files, and assisting other departments as needed.

Water Supply Recovery Program Update

Executive Summary

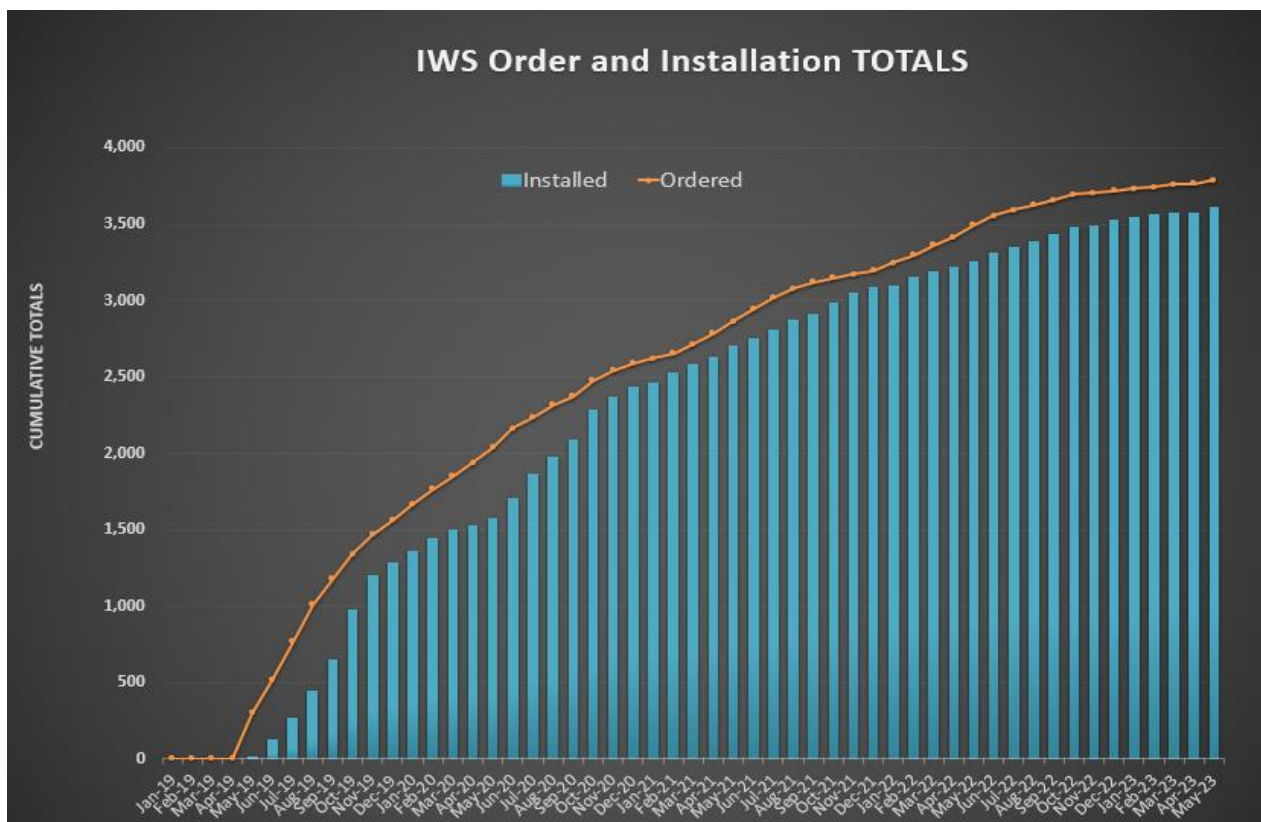
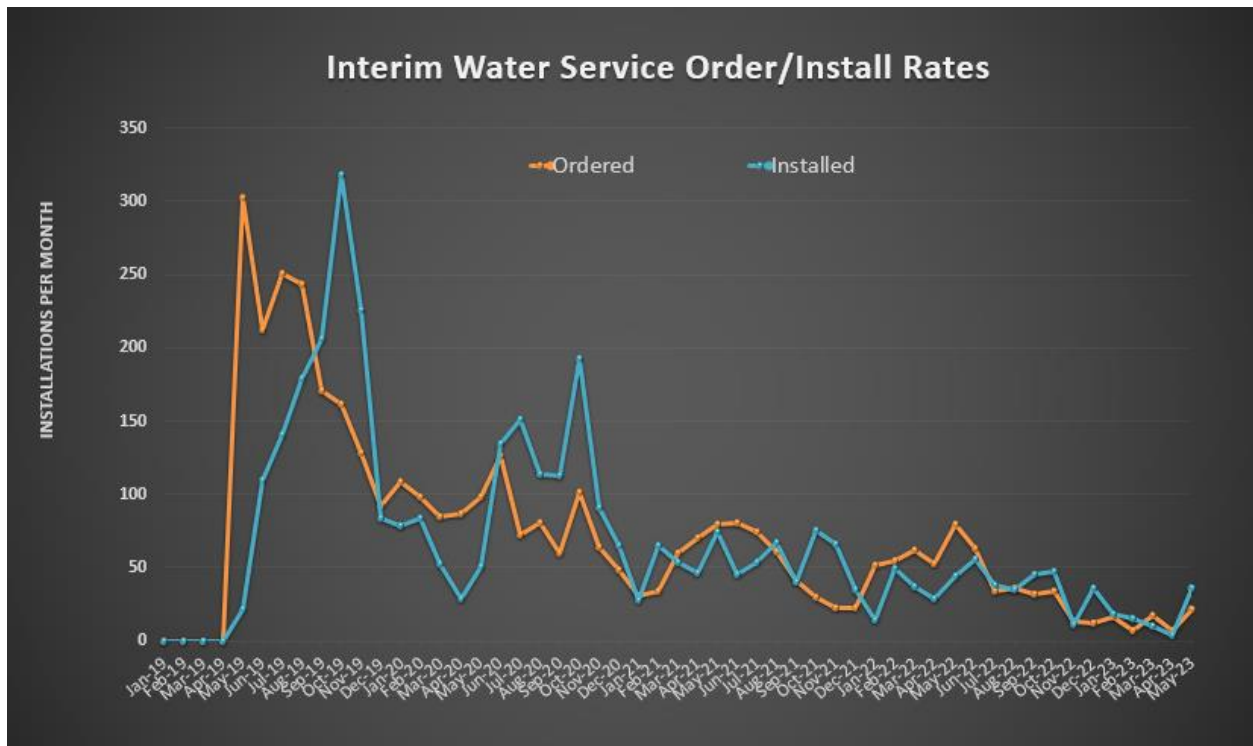
Notwithstanding significant weather issues early in the month, the Recovery Program continued on in good order in January. Highlights from the update:

- **Interim Water** orders continued in May with 21 orders. 36 installs were conducted.
- **Service lateral replacement** rates (109) continued at a normal production rate. Priority locations where the Town's paving is imminent were the focus as well as priority locations and building permits.
- **Building permit applications** continued at a relatively low pace with 25 new applications, still well below the 2-year average (56/mo.). We continue to be able to deliver new services to those who are building new houses.
- **Meter and Backflow installations** - As of 5/31, 4,201 meters were installed - over 75% of the 5,506 accounts who have requested water have meters installed.
- **Phase 3 of the MISLR Project** received bids in the month of April resulting in a recommendation for award, approved in May. Phase 3 is expected to immediately follow the completion of Phase 2 later this fall and planning efforts are underway.
- The **Mains Replacement Project, Phase 1** was advertised in May with bids due at the end of June. The start of this project is expected to follow the start of the MISLR 3 project later this fall.
- Tank B-2 of the **Reservoir B Replacement Project** is nearing completion. Erection of tank B-1 and yard piping installation work is underway. The tanks are anticipated to be filled, tested and put on-line in August/September 2023.
- The **Zone A Pump Station and Transmission Main Project**: T&S construction completed the Transmission Main work in Butte County prior to June 1. The remaining front and tail end of the pipeline is being constructed through June. Following pipeline installation, work will begin on the pump station. Pump station completion schedule will be dependent on delivery of electrical switchgear and pumps, both of which have significant (more than a year) manufacturing timelines.
- **Billing** for May was somewhat above overall anticipated burn rate although we continue to be on budget overall. We will monitor this and adjust as necessary, although increased workload in the summer months is anticipated.

Water Supply Recovery Program Update

Metered Interim Water Service

MIWS orders in May came up to 21 orders. This is higher than in April but still below the pattern we saw in the fall months with an average of 34/mo. 36 installations were completed in May.

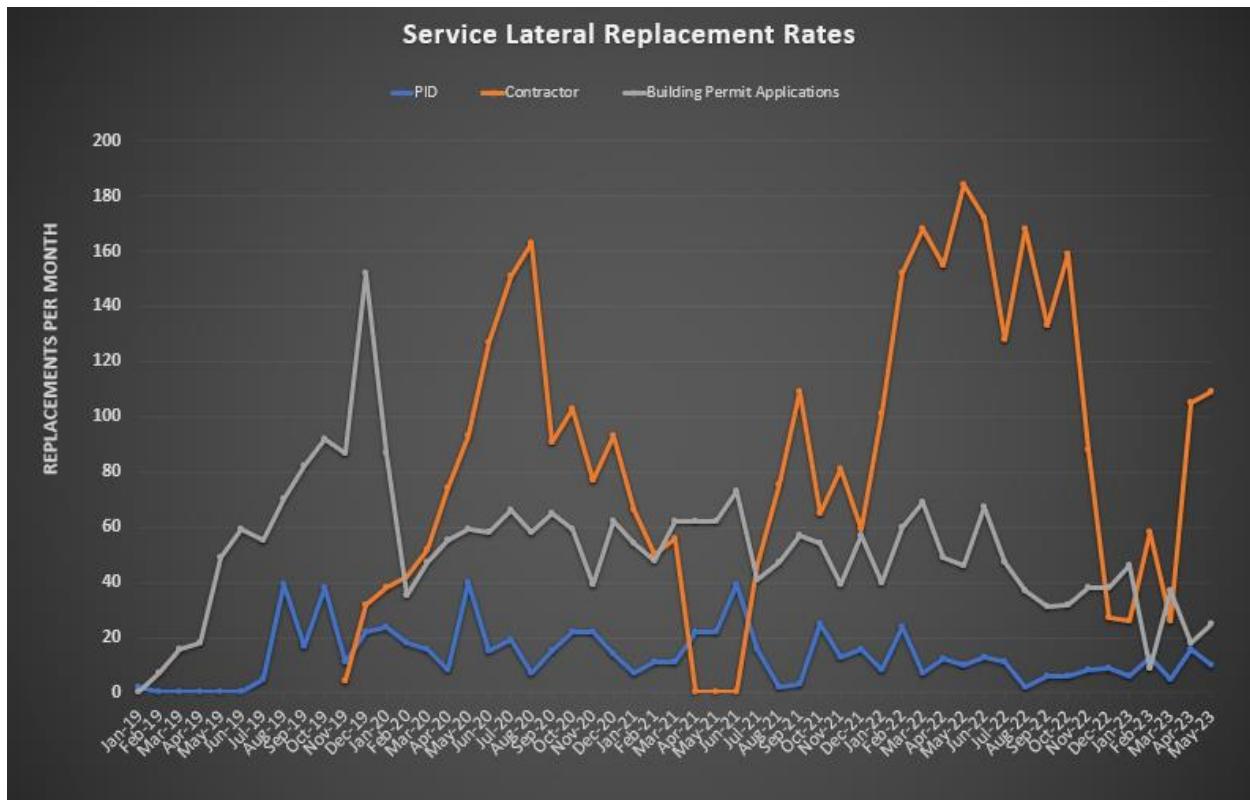


Water Supply Recovery Program Update

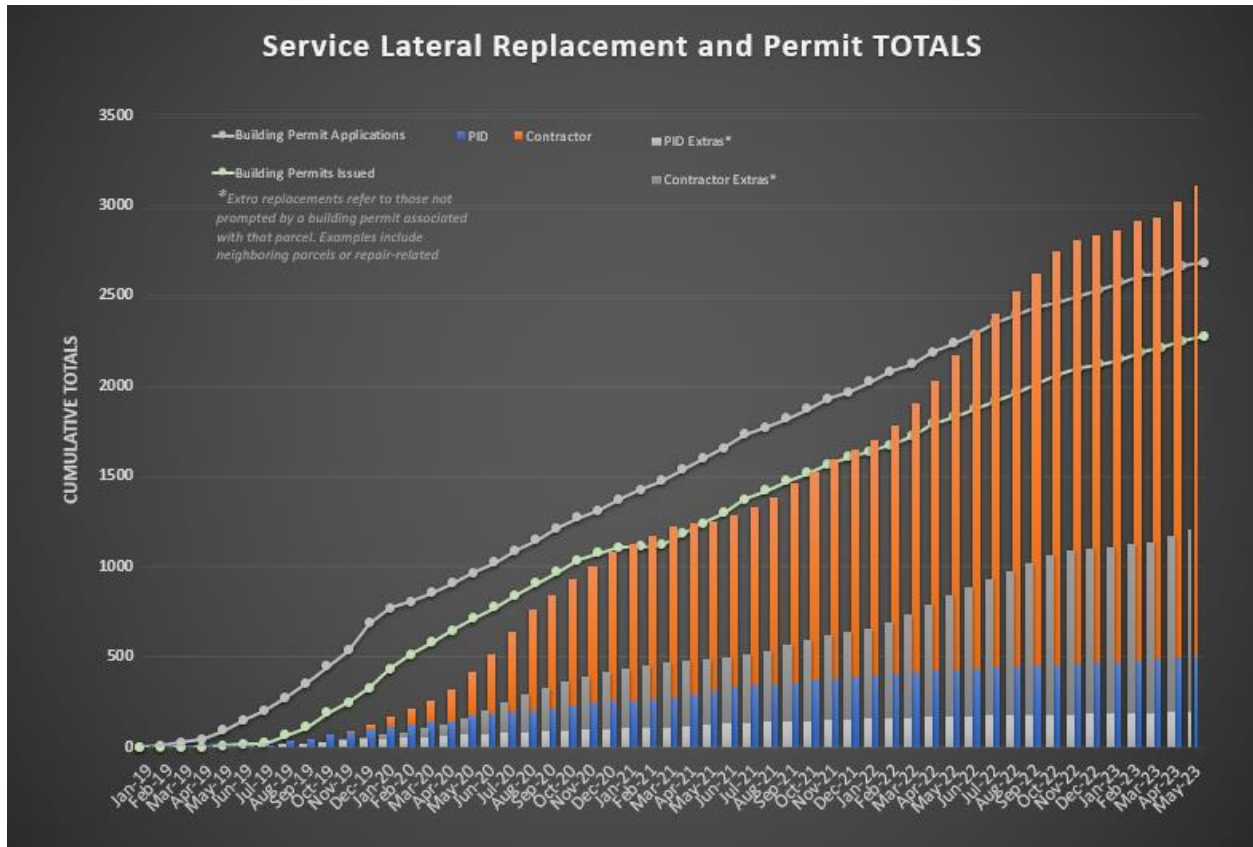
Meter Installation and Service Lateral Replacement Program

In May the Meter Installation and Service Lateral Replacement (MISLR) Project installed 109 service laterals. The team coordinated with PID to continue focus on service laterals in advance of the Town of Paradise's paving project as well as priority installations to support building permits. New permit applications at the Town of Paradise came up to a rate of 25/month, still well below the 2-year average of 56/mo. As we work through the final months of the MISLR Phase 2 project, RCI will continue efforts to keep abreast of building permits, the Town's paving, and priorities. Meters and backflows represent the majority of the remaining work.

The contract for MISLR 3 has been awarded and executed. Planning for transition to Phase 3 of the MISLR project is underway with the Preconstruction Conference held this week.



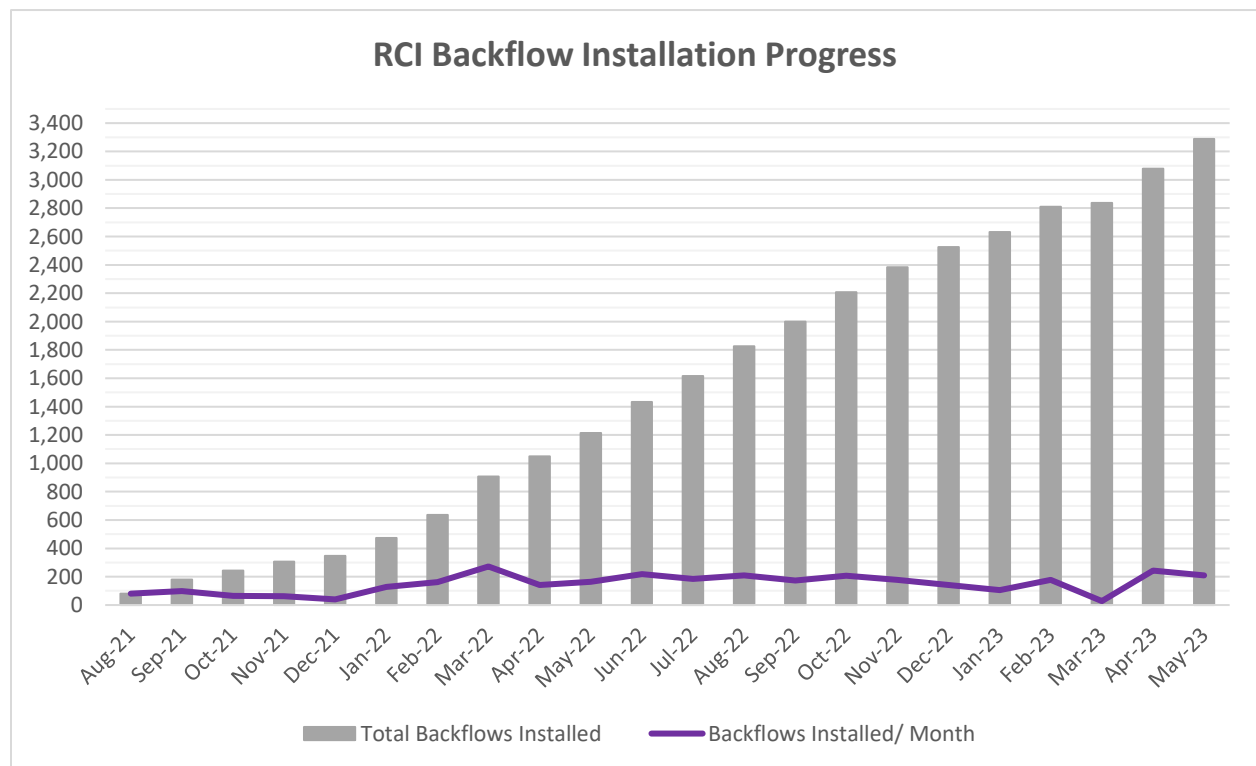
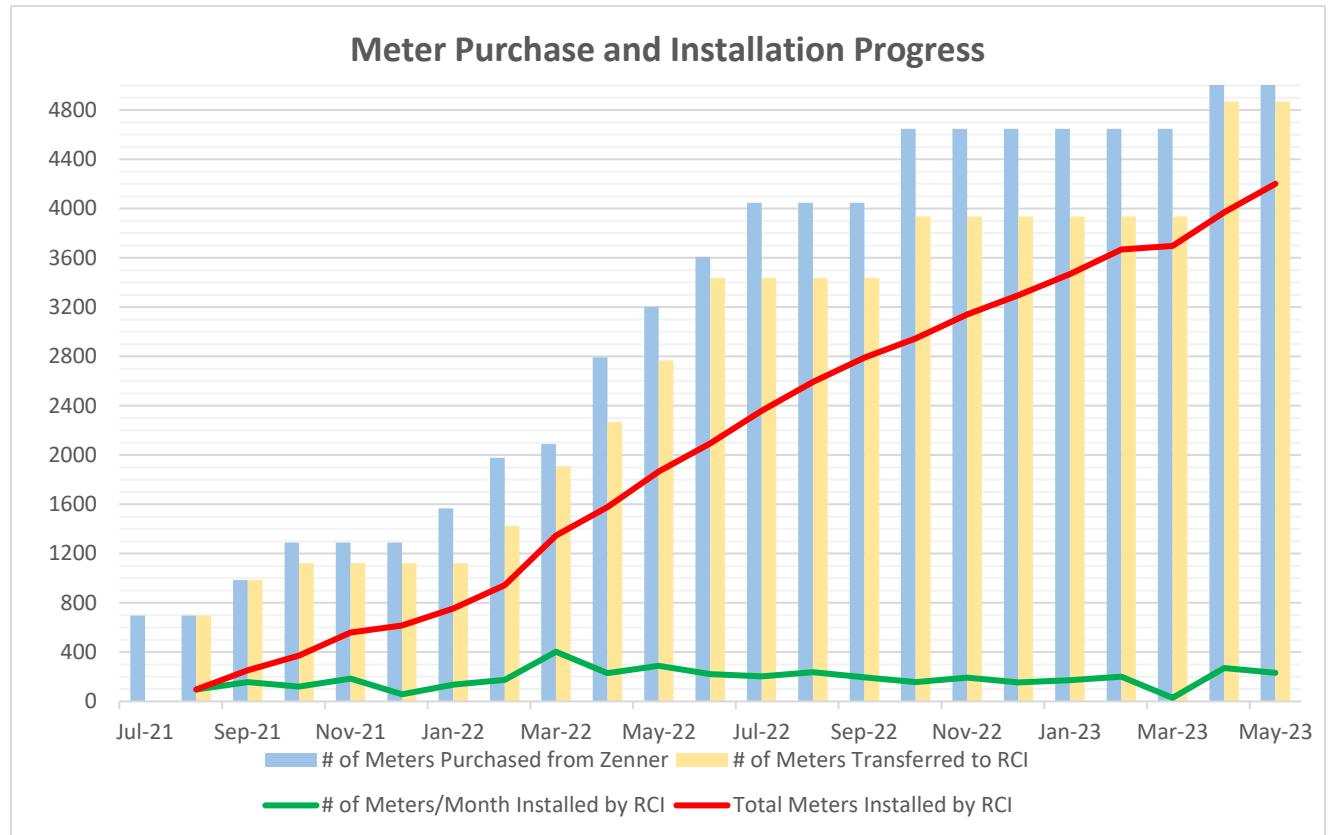
Water Supply Recovery Program Update



Meter Replacement Program

In May RCI Installed 232 meters and 210 district-maintained backflow preventers. This totals 4,201 meters and 3,289 district-maintained backflows from the start of the project. There are currently 5,455 accounts who have opted into a district-maintained backflow, which is approximately 95% of all customers who have made a request for water to date.

Water Supply Recovery Program Update



Water Supply Recovery Program Update

Main Replacement Project

The Mains Replacement Project Pre Bid Meeting was held on May 30th. Approximately 8 contractors were in attendance. Bid opening will be on Wednesday, June 28th @ 1:00 pm.

Reservoir B Replacement Project

Tank B-2 erection is complete. While California Aquastore begins erection of Tank B-1, Myers & Sons is completing the underground utility installation. The photo below shows the yard piping installation in the foreground, the slab of Tank B-1 in the midground, and the erected Tank B-2 at the back of the site.



The tie in of the 36" main to the distribution system is scheduled for July 19th. PID, WWE, and M&S are working closely together in the planning phase for this shut down to ensure that the construction sequence is well thought out and can be achieved in the allotted 8-hour shutdown period.

Following the successful tie in of the new onsite piping network to the distribution system, Tank B-2 will be brought online. This will return 1.5 MG of much needed water storage volume to the district - which has been without this storage volume since the Camp Fire. Tank B-1, an additional 1.5 MG, will be brought online once its installation is complete, likely toward the middle of August. What remains of the project: site finishing, fencing, landscaping, etc. is expected to be completed by mid-October.

Zone A Pump Station and Transmission Main Project

The Zone A Transmission Main (ZATM) construction is well underway. The Butte County section of the ZATM was completed the Thursday before Memorial Day, 5 days ahead of schedule! The contractor is continuing with the ZATM installation, first finishing the section of pipeline that extends down Pine Needle Drive to the WTP, and then the end section of the pipeline near the Zone A Tank. The work hours have been reduced to 8-hour days, 5 days a week with no weekend work. The pipeline has been loaded to 75 psi successfully. The official pressure test will occur once the entire pipeline is complete.

Water Supply Recovery Program Update

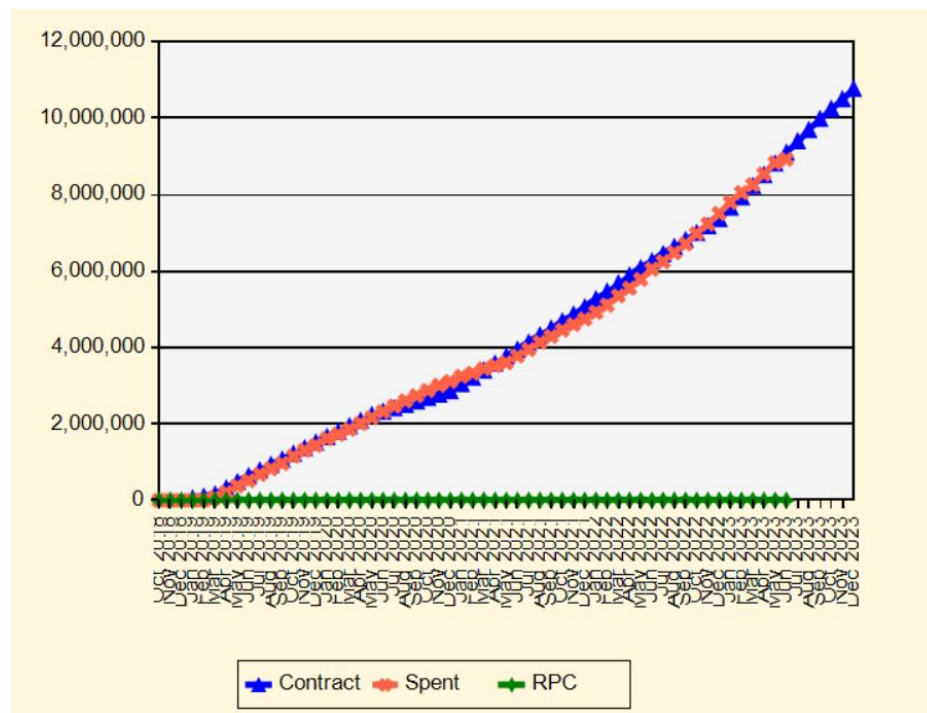
Serpentine rock was encountered halfway down the Pine Needle stretch of pipeline. This hard rock excavation has slowed the work progress. The contractor is maintaining safety of the staff by keeping the excavated materials wet, and staff are wearing N95 masks for extra protection.

Butte County is requiring a slurry seal of the Coutelenc Intersection at Skyway and Pine Needle Drive as part of the encroachment permit. The slurry seal activity will require an extension of the permit from the county and an additional shutdown of Pine Needle, Skyway, and Coutelenc intersection for the work to be completed. This work will be scheduled following the completion of the road repaving project by Butte County.

The Pump Station excavation is scheduled to begin following the pipeline completion, which is expected in August 2023.



Budget



Burn rate and budget continues to proceed on-track overall. Total billing for May (\$301k) was a bit higher than our projected \$270k/month burn rate for the project. We will keep tabs on this burn rate and adjust as necessary, however the activity on all project fronts intensified in May, including getting the Mains project out to bid, construction of the Reservoir B tanks and on-site piping picking up, continued work on the MISLR 2 project, and bidding of the MISLR 3

project. We will monitor budgets and communicate accordingly. In general, the project budget continues to proceed as anticipated.



JUNE 21, 2023

Post-Fire Recovery Update

FEMA Public Assistance (PA) – DR-4407 (Camp Fire Major Declaration)

The FEMA PA Program provides reimbursements for costs incurred while responding to and recovering from a Presidentially declared major disaster. For this event, the federal cost share was 90% on Emergency Work projects (Categories A-B) and 75% on Permanent Work projects (Categories C-G). CalOES covers 75% of the remaining local cost share, so they pay 7.5% and 18.75% respectively. This typically leaves PID with 2.5% and 6.25% respectively.

For this event, PID was able to claim donated resources and offset the entire local cost share on the emergency work projects. In addition, some of the funding from the Drinking Water State Revolving Fund (DWSRF) is offsetting the local cost share on the major PWs for repairing the water system as well as the replacement Reservoir B when FEMA denied the mitigation proposal. With all funding combined, PID is now only paying a local cost share on recovery-related projects of approximately 0.3%.

Upcoming priorities include:

- **Financial Dashboard Development** – Will provide a demonstration today of how the data is coming together in Ingenious Build.
- **Pursuing Additional Funding for Magalia Dam Construction** – We are working with CalOES mitigation staff to set up an initial scoping meeting to discuss options and best way to pursue BRIC as well as other mitigation funding.
- **Pending Reimbursement Requests** – We are continuously working with CalOES reviewers to clarify documentation and finalize costs on multiple projects.

Below are status summaries for each project awarded by FEMA under Public Assistance:

PW 3	GP 72826	B	Emergency Response/Protective Measus
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Obligated:	\$ 1,654,810.97
Fed Share:	\$ 1,489,329.88
State Share:	\$ 124,110.82
Received:	\$ 1,637,185.00
Pending:	\$ 23,744.30

Project is in closeout with CalOES. Overpayment will be addressed at closeout.

PW 15 GP 84775 Z PID Management Costs

Obligated:	\$ 68,779.00
Fed Share:	\$ 68,779.00
Pending Amend:	\$ 4,105,052.56
Received:	\$ 0.00
Pending:	\$ 4,105,052.56

Project 84775/PW 15 was obligated when PID only had PW 3 obligated at \$1,375,597.87, leading to PW 15 having a total value of 5% of that amount or \$68,779.89. Since then, PID has had an additional 12 obligations for a total of \$82,101,045.19, resulting in a need for an amendment to add 5% of that value, or \$4,105,052.26. Amendment was requested on 4/18/22.

PW 33 GP 84011 A Arborist

Obligated:	\$ 10,210.00
Fed Share:	\$ 9,189.00
State Share:	\$ 765.75
Received:	\$ 9,955.00
Pending:	\$ 0.00

Project will be closed out when the last small project is closed out.

PW 138 GP 90006 F Water Storage Tanks and Supporting Systems

Obligated:	\$ 0.00
Fed Share:	\$ 0.00
State Share:	\$ 0.00
Received:	\$ 0.00
Pending:	\$ 0.00

Project was written as a placeholder for potential damages to tanks and associated systems. None were found, and if any had been found, insurance would have covered it and the deductible is on the equipment/vehicles PW.

PW 221 GP 94422 G District-wide Fencing

Obligated:	\$ 100,000.00
Fed Share:	\$ 75,000.00
State Share:	\$ 18,750.00
Received:	\$ 93,750.00
Pending:	\$ 0.00

Project was initially written for \$578,655.00 with an insurance reduction of \$478,655.00, have received all funding from FEMA and CalOES. Project is pending completion of Reservoir B, so all damaged funding can be completed under one project. Project can then be closed out upon completion of all small projects.

PW 238 GP 94415 C Road Damage Caused by Fire (Henson Road Culvert)

Obligated:	\$ 134,173.00
Fed Share:	\$ 100,629.75
State Share:	\$ 25,157.44
Received:	\$ 2,516.00
Pending:	\$ 123,271.19

Project was written for repair costs of \$84,263.00 and 406 mitigation costs of \$49,910.00 to armor the culvert openings with rock. PID is considering performing this repair internally.

PW 257 GP 84049 B Contaminant Testing by PID

Obligated:	\$ 1,781,833.70
Fed Share:	\$ 1,603,650.33
State Share:	\$ 133,637.53
Received:	\$ 1,576,922.00
Pending:	\$ 160,365.86

Most of project funds have been received due to the project being complete at the time of obligation. Remainder (10% of fed share) will be held against closeout of the disaster. We have submitted documentation, both for corrections and additional costs, for a net increase of \$530,892.56. We are still actively answering RFIs from FEMA for this closeout.

PW 265 GP 96404 E Vehicles, Equipment and Buildings

Obligated:	\$ 35,942.32
Fed Share:	\$ 26,956.74
State Share:	\$ 6,739.19
Received:	\$ 33,695.00
Pending:	\$ 0.00

Project was written for \$883,769.59, with a reduction for anticipated insurance proceeds of \$847,827.27. Has been fully paid as a small project. PID staff are working through the list of minor repairs and purchases that need to be made to complete this project. In discussions with PID staff, some potential scope items may not be feasible or desired, so a scope modification may need to occur.

PW 321 GP 76334 F Reservoir B

Obligated:	\$ 347,704.00
Fed Share:	\$ 260,778.00
State Share:	\$ 65,194.50
Received:	\$ 0.00
Pending:	\$ 325,972.50

Project was written for replacement of Reservoir B in its pre-disaster form with cover and liner. FEMA rejected 406 mitigation proposal to replace with steel tanks. DWSRF is funding the full project, so FEMA funds aren't needed here.

PW 326 GP 91767 Donated Resources

Obligated:	\$ 382,983.85
Fed Share:	\$ 344,685.47
State Share:	\$ 28,723.79
Received:	\$ 376,281.00
Pending:	\$ 2,871.74

FEMA allows donated resources projects as a way to offset the local cost share. PID received \$1,090,910.05 in donated water, but the obligation is limited to the amount that will result in matching PID's local share on other Category A and B projects. Unsure why the CalOES' payments resulted in an overpayment – this can be resolved at disaster closeout.

PW 328 GP 94420 D Paradise and Magalia Dam Burn Damage

Obligated:	\$ 35,631.32
Fed Share:	\$ 26,723.42
State Share:	\$ 6,680.85
Received:	\$ 33,404.00
Pending:	\$ 0.00

Project was written for minor repairs to the surface of Magalia Dam as well as damage to the conveyance pipe between the dam and WTP. Project referenced Paradise Dam as a placeholder, but no damage was observed. As a small project, this has been completed, but the scope of work will need to be completed before closing all small projects.

PW 332 GP 94494 F Meters, Meter Boxes and AMI System

Obligated:	\$ 2,087,334.00
Fed Share:	\$ 1,565,500.50
State Share:	\$ 391,375.00
Received:	\$ 39,138.00
Pending:	\$ 1,917,737.50

Project was written for replacement of meters, meter boxes and the automated meter reading system, with a 406 mitigation proposal to replace plastic meters and boxes with brass meters and concrete boxes. Initial reimbursement requests are on hold pending further insurance information.

PW 333 GP 94496 F Service Laterals

Obligated:	\$ 42,793,182.00
Fed Share:	\$ 32,094,886.50
State Share:	\$ 8,023,721.62
Received:	\$ 802,372.00
Requested:	\$ 13,401,259.98
Pending:	\$ 25,915,210.14

Project was written for testing and replacement of the rest of the FEMA-eligible service laterals, after PW 355 covered the initial phase of service lateral replacements from the Sutton contract. This project includes a 406 mitigation proposal for backflows for the quantity of laterals granted (the remainder of backflows are covered on project 349). This project includes the latter half of the Sutton contract and the RCI contract. An improved project is being formulated to shift testing costs into replacing more laterals. Initial RFR submitted 1/18/23.

PW 349 GP 130152 F Water Mains

Obligated:	\$ 29,873,110.00
Fed Share:	\$ 22,404,832.50
State Share:	\$ 5,601,208.12
Received:	\$ 560,120.00
Pending:	\$ 27,445,920.62

Project was written for replacement of mains determined to be damaged by testing, as well as a 406 mitigation proposal for the remainder of backflows. This project is only recently started and initial reimbursement requests will be formulated soon. Time Extension approved for November 2023, will need to request a new one in October.

PW 355 GP 130189 F Initial Service Laterals (pre-FEMA-428 Program)

Obligated:	\$ 4,587,432.00
Fed Share:	\$ 3,440,574.00
State Share:	\$ 860,144.00
Received:	\$ 4,386,732.00
Pending:	\$ 86,014.00

Project was written for the initial phase of service lateral replacements from the Sutton contract. FEMA's titling of the project as "completed outside of 428" led to confusion of CalOES and early payment of funds – notified CalOES of the issue and they decided not to pursue correction of the issue since the work had already been completed. Working on resolving the Sutton change orders to get ready for project closeout – the increase in eligible costs will be submitted at closeout for extra reimbursement, which is expected to surpass the amount of CalOES' overpayment. **Still working with Sutton to resolve issues in their claim, but we now seem to be on the same path.**

FEMA Hazard Mitigation Grant Program (HMGP)

The FEMA Hazard Mitigation Grant Program is a competitive grant program tied to major disaster declarations. The program provides mitigation opportunities for facilities that were not damaged by the event, but that could be hardened against or protected from a similar type of event.

For the DR-4407 (2018 Camp Fire) HMGP cycle, PID submitted four applications. One application was allowed to partially move forward as an Advance Assistance HMGP grant, for the study and design of the options to restore Magalia Dam. For the DR-4344 (2017 Wildfires) HMGP cycle, PID had submitted an application for a generator at the WTP, as well as pipeline and pump stations improvements. This grant was suddenly revived in early 2022, and we just received the formal award notice this month.

The HUD CDBG-MIT program (discussed below) offers opportunities to provide local cost match for HMGP projects, so we will be submitting both HMGP grants for match funding when the application window opens. APTIM's CDBG advisors are working to put together guidance on any project modifications in order to be compliant with HUD-CDBG (such as Davis-Bacon provisions in RFPs and contracts).

Last quarter's requested payments are currently on hold pending renewal of PID's registration in SAM.gov. SAM.gov's process is slow, and we have discussed setting calendar alerts for starting renewal in advance of expiration.

DR-4344-PJ0619

Paradise Water Supply Hazard Mitigation Project

Awarded:	\$ 6,259,315.00
Federal Share:	\$ 4,694,486.25
PID Share:	\$ 1,564,828.75
Received:	\$ 0.00
Pending:	\$ 4,694,486.25

This grant was just awarded in September 2022, for a new generator at the WTP, plus pipeline and pump station upgrades for Zone A. This is also known as the ZAPS Project. PID staff are working to review/revise the 5-year-old cost estimates to determine if a budget increase request is needed. The RFPs for this scope have been reviewed for FEMA compliance, and we have located the HUD terms and conditions to add as well.

Awarded:	\$ 1,610,575.00
Budget Increase:	\$ 916,602.58
Total Expected:	\$ 2,527,177.58
Federal Share:	\$ 1,895,383.18
PID Share:	\$ 631,794.40
Received:	\$ 186,839.72
Pending:	\$ 1,708,543.46

The study phase of this grant was completed in early 2022. PID has received an extension to the period of performance and requested a budget increase approval from FEMA. We've been informed that the available bucket of funding is smaller but that PID may request the full amount remaining, and have revised our request to do so. The design contract was approved, so that design may be accomplished in time to apply for the 2023 BRIC funding cycle. **We recently responded to a FEMA RFI regarding the environmental aspects of planned corings, and have responded.**

Community Power Resiliency Allocation to Special Districts (CalOES)

Previous PID leadership applied for a Community Power Resiliency Grant and received an allocation of \$269,200 to install solar panels on the water tanks and update the District's Emergency Response Plan (ERP). Bill Taylor completed the ERP portion of the scope. Procurement of the solar panel work proved difficult due to the relatively small scale, so after a couple attempts at procuring this alone, it was bundled into the Reservoir B RFP. This work came in at under half of the expected cost. **Closeout documents were submitted, with a small amount of diesel fuel submitted as additional eligible costs.**

California Drinking Water State Revolving Fund (DWSRF)

The California DWSRF has awarded funding to PID, through a mixture of ASADRA and other funding sources, to accomplish the following tasks:

- Fund the Almond Street project (completed)
- Fund the replacement of Reservoir B (begun)
- Fund the local cost share of FEMA PA PWs related to the recovery of the water system (PWs 332, 333, 349 and 355)

We are working to pull all the documentation and develop a management plan that meets requirements for reporting, reimbursement, and any scope or schedule changes. We are also looking to pursue additional DWSRF grants to fund the added cost of rock removal at Reservoir B. We met with Bow Reilly at DWSRF, who confirmed that additional funding is available and can be requested to cover cost increases. **We are working with WaterWorks staff to calculate the revised budget and make the request for additional funding.**

HUD Community Development Block Grants (CDBG-DR, -MIT)



California Department of Housing and Community Development (HCD) released the allocations for CDBG-Disaster Recovery (CDBG-DR) in August 2022. Of the \$14M we submitted in requests, we are expecting an allocation of approximately \$3.25M. One project (the portable water treatment truck) was ruled ineligible. Several projects contained scope elements that are in the newly awarded HMGP grant, so those will be included with the Magalia Dam HMGP grant in our submission to CDBG-MIT for FEMA HMGP Match.

We met with the Town of Paradise and HCD on Wednesday 11/16/22 to discuss how information and financials will flow between PID, the Town (as the main applicant) and HCD. As of that meeting, the Town and HCD had not finalized their agreement, and our next steps are based on the finalization of that documentation, which is not expected until early next year. We met with HCD on 1/17/23 to discuss the form to prove Urgent Need and contract requirements (David-Bacon, Section 3, etc) for work we plan to fund through CDBG-DR and CDBG-MIT. On 2/13/23, the Town indicated they still hadn't seen an MSA to review. **The Town and HCD have signed their agreement, and we are now working with the Town on our subagreement with them. Project description sheets are being assembled and reviewed with PID Engineer Blaine Allen and will be submitted by end of the week.**

FEMA Building Resilient Infrastructure and Communities (BRIC)

FEMA's BRIC Notice of Intent (NOI) window ended November 11, 2022. We had intended to submit the Magalia Dam construction project in this cycle of BRIC funding, but CalOES staff informed us that the project would not be selected for this cycle due to our current schedule for having a completed, shovel-ready design. They did inform us that FEMA had held back some of the recent legislative additions to BRIC so that next year would be comparable to this year's allocation, so our current plan is to submit for next year's cycle (NOI window expected in Aug-Sep 2023). We are also seeking additional funding sources to reduce our requested cost share on BRIC, thus making us more competitive. **We are working to set up a scoping call in the next week with CalOES to get their buy-in on grant strategy.**

Expect the Extraordinary.



Paradise Irrigation District

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

June 15, 2023

Paradise Irrigation District
Board of Directors

The Paradise Irrigation District management and staff are pleased to present the Paradise Irrigation District's 2023/24 Budget. The basic purpose of the budgetary process is to present the District's expenditure plan and to identify the resources and revenues available to fund it. The Budget is intended to support the priorities and policies of the Board of Directors as reflected in the District's Mission Statement and its Strategic Business Plan.

History

The Paradise Irrigation District (PID) is located in the Town of Paradise, a Northern California foothill community. PID was originally formed in 1916 under the laws of the California Irrigation Code for the purpose of providing agricultural water to approximately 1,000 ridge residents.

The PID treatment plant draws water from Magalia Reservoir and Paradise Lake, which hold a total of 12,293 acre-feet of water. The water treatment plant was constructed in 1995 and provides an average of 3.6 million gallons per day with a maximum production of 9.7 million gallons per day. Runoff is collected over 11.2 square miles of watershed located north and east of Magalia Reservoir. This watershed remains heavily forested after the Camp Fire and sparsely populated, which contributes to the high-quality water we serve. The District has a ground water source at the D Tank reservoir site. This well produces up to 450 gallons per minute and is used as a drought management and emergency source of water.

In November of 2018, the Camp Fire, the most destructive wildfire in California State history, swept through the Town of Paradise, which destroyed approximately 90% of the Town's residences and businesses within the PID service area. During the Camp Fire, a significant number of service laterals and service meters burned and melted, causing the distribution system to depressurize. The depressurization caused contaminants, especially volatile organic compounds (VOC's), to be sucked into the service lines. Following the Camp Fire, the distribution system was repressurized, leaks were repaired, and initial water quality testing began. The initial water quality testing discovered VOC contamination in multiple samples. Immediately, a "do not drink" water advisory was initiated by PID. A Water System Recovery Plan was developed and executed. The Water System Recovery Plan involved extensive testing of all service laterals serving standing structures and testing/repair of service laterals to burned lots to return potable water to all PID customers.

As a result of the damage caused by the Camp Fire, PID has incurred significant losses in revenue and a substantial portion of its customer base. PID had grown to serve approximately 10,500 municipal and residential/commercial customers before the Camp Fire. As of the beginning of the prior fiscal year, approximately 8,900 connections were . PID has made significant progress through

the Water System Recovery Plan and has tested and/or replaced all the service and main lines serving customers whose structure remained standing after the 2018 Camp Fire, which has enabled PID to return these customers to potable service. The District continues to test, repair, and replace main lines and service lines to the remainder of the District's customer base in order to support the recovery of the Town of Paradise. The District has focused recovery efforts towards supporting the rebuild by testing and/or replacing all service lines for new construction. As of the beginning of the fiscal year, the District has returned a total of approximately (did you update these or need updated numbers?) 4,595 customers to potable service. Approximately 4,335 customers have active service and 4,570 customers are on the ready-to-serve rate.

Those customers that are active and using water are currently being charged the standard active rate. Customers that are not actively using water that are remaining with PID are currently being charged a reduced service charge set at the ready-to-serve rate. These customers will continue to be charged the reduced ready-to-serve rate until service is requested. Additionally, some customers have not been charged consumption fees since the fire due to the damage and contamination to the District's distribution system. PID is actively working to replace customer meters. Billing for water consumption at a customer's property resumes once the meter installation is complete.

In May of 2022, PID reached a settlement for a portion of its claim against the Fire Victims Trust for \$189,485,000.00 subject to the Trust's payment percentage applicable to all fire victims which may be adjusted up from time to time. The District has received 60% of the settlement to date.

District Structure and Leadership

The Paradise Irrigation District is an independent special district that operates under the authority of Division 11 of the California Water Code. The District was formed by an election in 1916 and is governed by a five-member Board of Directors, elected at-large from within the District's service area. Each Director must reside in the division they represent.

The District is an enterprise special district recognized as a local government of the State of California. The primary source of revenue is generated through the sales of drinking water and connection service fees for town residents. Although the District operates as a not-for-profit governmental organization, revenues collected in excess of expenditures for operational purposes are used to invest in capital projects within the District that are supported by the Mission Statement. The Board of Directors, works through the District Manager, similar to a CEO of a corporation, to ensure the District is operated in a businesslike manner.

A major difference between how the District operates as opposed to privately owned water companies, such as Del Oro Water Company and California Water Service Company, is that the Directors are elected from within the community and decisions on rate structures and capital improvement projects are made at the local level. Rates are adjusted by the Board of Directors under the process established by Prop 218. Private Water Companies are regulated by the Public Utility Commission and receive rate approvals for operational and capital expenditures from this state-operated entity.

The District Manager administers the day-to-day operations of the District in accordance with policies and procedures established by the Board of Directors. The District currently employs 41 full-time employee positions organized in departments led by supervisors and managers who are responsible for their budgets and expenses. The District's Board of Directors meet on the third Wednesday of each month at 5:30 p.m. Meetings are publicly noticed and citizens are encouraged to attend.

Government

<u>Director</u>	<u>Division</u>	<u>Title</u>	<u>Term Expires</u>
Chris Rehmann	1	Director	December 2024
Elliott Prest	2	Director	December 2026
Shelby Boston	3	President	December 2026
Marc Sulik	4	Director	December 2026
Robert Matthews	5	Vice President	December 2024

Directors Responsibilities

The Board establishes policy on the District's mission, goals, and operations. The Board delegates authority to the District Manager to handle day-to-day operations. The Board sets water rates and charges and establishes an annual budget; makes contracts and employs labor as necessary to carry out the purposes of the District. The Board also has the authority to adopt policies that have the force of law within the District.

The Board reviews staff recommendations and decides which policies should be implemented in light of the District's mission and goals. The Board also monitors the implementation of its policies.

Mission Statement

Paradise Irrigation District 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 expectations of our community.

District Services

The District currently provides water service to approximately 8,900 customer connections within its service area, which is located in the foothills of California's Sierra Nevada Mountains in Butte County. The District encompasses the Town of Paradise, California and some unincorporated areas of Butte County, California.

Budget Control

The budget for the District is kept on an accrual accounting basis. Revenues are recognized when earned and expenses are recognized when incurred.

The District is operated as a single enterprise fund, which is an accounting entity with a self-balancing set of accounts established to record the financial position and results that pertain to a specific governmental activity. The activities of enterprise funds closely resemble those of ongoing businesses in which the purpose is to conserve and add to reserves while meeting operating expenses with current revenues. Enterprise funds account for operations that provide services on a continuous basis and, in the case of the PID, are almost entirely financed by revenues derived from user charges.

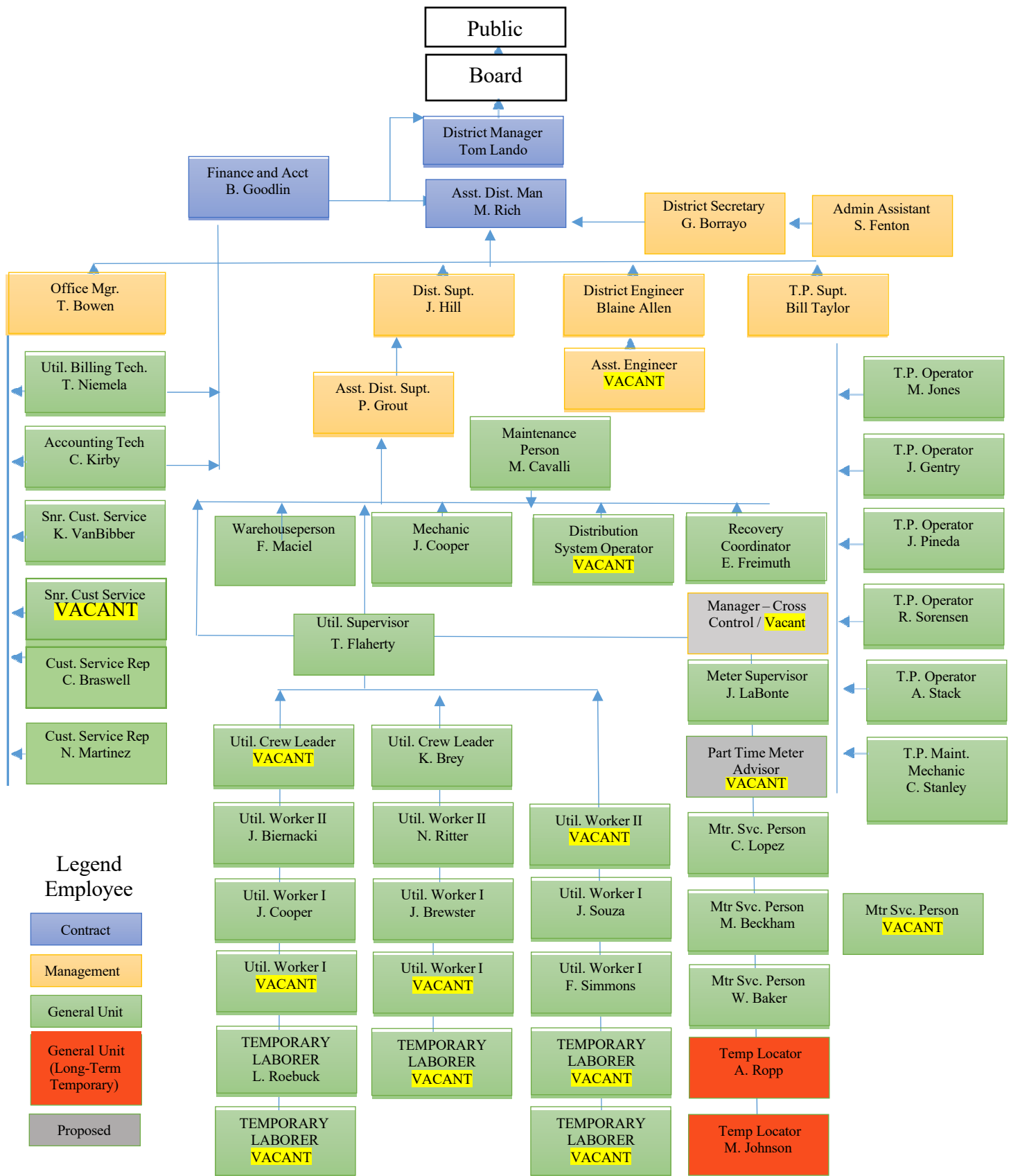
Budget Process

The Board of Directors annually adopts an operating and capital budget each fiscal year. The budget authorizes and provides the basis for reporting and control of financial operations and accountability for the District's enterprise operations and capital projects. Each year the District adopts a budget allowing it to continue to operate in the most efficient manner.

The District's budget process was developed with a series of goals and objectives in mind. These goals and objectives are developed from the Strategic Business Plan adopted by the Board of Directors. Throughout the year, the Board of Directors provides priorities and guidelines to the District Manager, the Finance and Accounting Manager, and other appropriate Staff. These priorities and other future issues and concerns are then discussed with department Supervisors and Managers during regular staff meetings. Once goals and objectives for the upcoming year are identified, consistent with those communicated by the Board of Directors, the District Manager and his staff then begin development of the District's budget. The Budget is developed to summarize the revenue and expenses at the beginning and continue to get more detailed as the Budget continues.

An increase in the Operating and Capital budget may result in rate increases. To minimize the impact on District's rates, expense requirements are scrutinized to achieve operating efficiencies that maintain or improve customer service at the same time.

This budget is intended to be used for feasibility and planning purposes only. Approval of this budget by the Board of Directors does not commit the District to a particular course of action, does not constitute approval of any "project" under the California Environmental Quality Act (CEQA), and does not foreclose consideration or possible adoption of alternatives to any project, including the no project alternative. The District will comply with CEQA and other applicable laws, to the extent required, prior to approval or implementation of any project described herein.



Paradise Irrigation District
FY 2023/24 Budget
Current Rates

Residential									
Each HCF (748 Gallons) 4/8/16 = \$1.53; 1/1/2017 = \$1.62; 1/1/18 = \$1.61									
	4/8/2016	1/1/2017	1/1/2018	1/1/2019					
Service Charge	\$17.06	\$19.00	\$20.00	\$20.00					
Debt Surcharge	8.88	9.16	14.00	\$17.79					
Reserve Surcharge	4.77	5.18	5.18	\$5.18					
Total Service Charge	\$30.71	\$33.34	\$39.18	\$42.97					
Business									
Each HCF (748 Gallons) 4/8/16 = \$1.53; 1/1/2017 = \$1.62; 1/1/18 = \$1.61									
5/8" & 3/4 Inch Meter	4/8/2016	1/1/2017	1/1/2018	1/1/2019	2 Inch Meter	4/8/2016	1/1/2017	1/1/2018	1/1/2019
Service Charge	\$17.06	\$19.00	\$20.00	\$20.00	Service Charge	\$90.93	\$101.27	\$106.60	\$106.60
Debt Surcharge	8.88	\$9.16	\$14.00	\$17.79	Debt Surcharge	47.33	\$48.82	\$74.62	\$94.82
Reserve Surcharge	4.77	\$5.18	\$5.18	\$5.18	Reserve Surcharge	25.42	\$27.61	\$27.61	\$27.61
Total Service Charge	\$30.71	\$33.34	\$39.18	\$42.97	Total Service Charge	\$163.68	\$177.70	\$208.83	\$229.03
1 Inch Meter	4/8/2016	1/1/2017	1/1/2018	1/1/2019	3 Inch Meter	4/8/2016	1/1/2017	1/1/2018	1/1/2019
Service Charge	\$28.49	\$31.73	\$33.40	\$33.40	Service Charge	\$170.60	\$190.00	\$200.00	\$200.00
Debt Surcharge	14.83	\$15.30	\$23.38	\$29.71	Debt Surcharge	88.80	\$91.60	\$140.00	\$177.90
Reserve Surcharge	7.97	\$8.65	\$8.65	\$8.65	Reserve Surcharge	47.70	\$51.80	\$51.80	\$51.80
Total Service Charge	\$51.29	\$55.68	\$65.43	\$71.76	Total Service Charge	\$307.10	\$333.40	\$391.80	\$429.70
1-1/2 Inch Meter	4/8/2016	1/1/2017	1/1/2018	1/1/2019	4 Inch Meter	4/8/2016	1/1/2017	1/1/2018	1/1/2019
Service Charge	\$56.81	\$63.27	\$66.60	\$66.60	Service Charge	\$284.39	\$316.73	\$333.40	\$333.40
Debt Surcharge	29.57	\$30.50	\$46.62	\$59.24	Debt Surcharge	148.03	\$152.70	\$233.38	\$296.56
Reserve Surcharge	15.88	\$17.25	\$17.25	\$17.25	Reserve Surcharge	79.52	\$86.35	\$86.35	\$86.35
Total Service Charge	\$102.26	\$111.02	\$130.47	\$143.09	Total Service Charge	\$511.94	\$555.78	\$653.13	\$716.31
Irrigation, Recreation District and School District Rates									
Each HCF (748 Gallons) \$0.35									
5/8" & 3/4 Inch Meter	4/8/2016	1/1/2017	1/1/2018	1/1/2019	2 Inch Meter	4/8/2016	1/1/2017	1/1/2018	1/1/2019
Service Charge	\$17.06	\$19.00	\$20.00	\$20.00	Service Charge	\$90.93	\$101.27	\$106.60	\$106.60
Debt Surcharge	8.88	\$9.16	\$14.00	\$17.79	Debt Surcharge	47.33	\$48.82	\$74.62	\$94.82
Reserve Surcharge	4.77	\$5.18	\$5.18	\$5.18	Reserve Surcharge	25.42	\$27.61	\$27.61	\$27.61
Total Service Charge	\$30.71	\$33.34	\$39.18	\$42.97	Total Service Charge	\$163.68	\$177.70	\$208.83	\$229.03
1 Inch Meter	4/8/2016	1/1/2017	1/1/2018	1/1/2019	3 Inch Meter	4/8/2016	1/1/2017	1/1/2018	1/1/2019
Service Charge	\$28.49	\$31.73	\$33.40	\$33.40	Service Charge	\$170.60	\$190.00	\$200.00	\$200.00
Debt Surcharge	14.83	\$15.30	\$23.38	\$29.71	Debt Surcharge	88.80	\$91.60	\$140.00	\$177.90
Reserve Surcharge	7.97	\$8.65	\$8.65	\$8.65	Reserve Surcharge	47.70	\$51.80	\$51.80	\$51.80
Total Service Charge	\$51.29	\$55.68	\$65.43	\$71.76	Total Service Charge	\$307.10	\$333.40	\$391.80	\$429.70
1-1/2 Inch Meter	4/8/2016	1/1/2017	1/1/2018	1/1/2019	4 Inch Meter	4/8/2016	1/1/2017	1/1/2018	1/1/2019
Service Charge	\$56.81	\$63.27	\$66.60	\$66.60	Service Charge	\$284.39	\$316.73	\$333.40	\$333.40
Debt Surcharge	29.57	\$30.50	\$46.62	\$59.24	Debt Surcharge	148.03	\$152.70	\$233.38	\$296.56
Reserve Surcharge	15.88	\$17.25	\$17.25	\$17.25	Reserve Surcharge	79.52	\$86.35	\$86.35	\$86.35
Total Service Charge	\$102.26	\$111.02	\$130.47	\$143.09	Total Service Charge	\$511.94	\$555.78	\$653.13	\$716.31
Fire Service Connection Charges									
Each HCF (748 Gallons) 4/8/16 = \$1.53; 1/1/2017 = \$1.62; 1/1/18 = \$1.61									
	4/8/2016	1/1/2017	1/1/2018	1/1/2019		4/8/2016	1/1/2017	1/1/2018	1/1/2019
Residential	\$6.75	\$6.75	\$6.75	\$6.75	6"	\$40.48	\$40.48	\$40.48	\$40.48
2"	\$13.49	\$13.49	\$13.49	\$13.49	8"	\$53.99	\$53.99	\$53.99	\$53.99
4"	\$26.99	\$26.99	\$26.99	\$26.99					

Paradise Irrigation District
FY 2023/24 Budget
Operating Budget Information

Operating Budget

This section of the budget describes the individual department operating expenses from the context of the programs and services that each deliver. Programs and services are developed and adjusted annually to continue the advancement of the District's Strategic Plan. Short-term initiatives identified by the departments are included in the operating program budgets.

The District's operating budget funds day-to-day programs and functions and includes five main cost centers: Source of Supply, Water Treatment, Transmission & Distribution, Customer Service, and Administration. Major expense items in the operating program budget include salaries and benefits, materials and supplies, outside services, utilities, and insurance.

The majority of the District's operating expenses are salaries and benefits. Salaries and Benefits are 56% of the District's operating budget (Down from 61% in 2022/23). As of the beginning of the fiscal year, the District employs 41 full-time employees. The District offers a quality benefit package to all full-time employees. The benefit package includes a defined contribution retirement plan, medical, dental and vision insurance for the employee and their family, life insurance, and long-term disability insurance. The District's retirement plan is defined contribution plan. The District contributes 9% of the employee's salary into their retirement plan every pay period. The District will also match up to 3% of the employee's voluntary retirement plan contribution. The projected operating cost for employees' salaries and benefits are based on the Memorandums of Understanding (MOU's) approved by the Board in 2022 and 2023.

The District's retirement plan is different than most California State government retirement plans. Those other State Government plans are called a defined benefit plan. Those plans give the employee a guaranteed annual payment after retirement based on years of service and salary. Those plans create an unknown liability for the government agency based on prior year returns from the account and based on the actuarial calculation.

Supplies and materials make up 21% of the operating budget. The main supplies and materials are water treatment chemicals and materials for transmission/distribution repairs.

Outside services make up 11% of the operating budget. The main outside services are legal services, annual auditing services, and equipment repairs.

Utilities make up 4% of the operating budget, insurance makes up 2% of the operating budget.

Miscellaneous expenses and charges make up the remaining 6% of the operating budget.

The following charts provide a summary of budgeted operating revenues and expenses by department and by category.

Paradise Irrigation District
FY 2023/24 Budget
Operating Budget Information

Account, Category, and Department Definitions

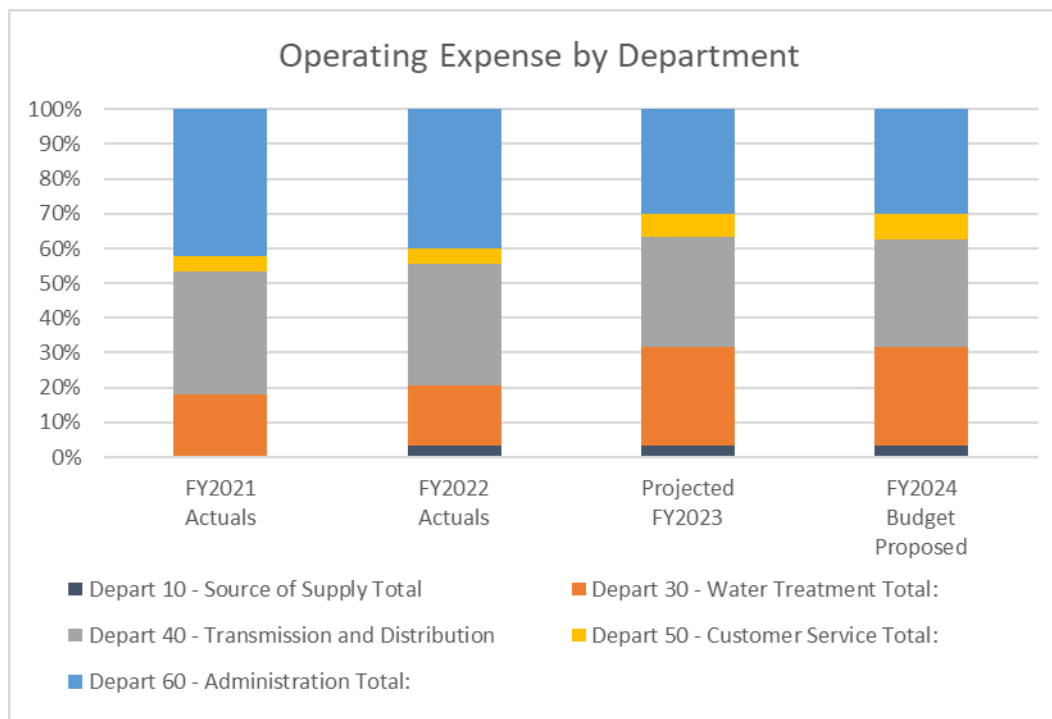
Account or Category	Description
400 – Taxes – PID Share	Tax revenue apportioned to the District collected and distributed by Butte County.
401 – Water – Service	Charges for regular monthly service.
402 – Water – Consumption	Charges for water usage and consumption.
403 – Water – Fees & Adjustments	Charges for penalties, fees, and miscellaneous adjustments.
405 – Outside Water Sales	Revenue for the treatment of water delivered by other districts.
410 – Meter Revenue	Revenue for the installation of new or the upgrade of existing meters.
415 – Capacity Fees	Fees for new service installations to support additional capacity to the District.
460 – Interest Income	Income earned from investments and savings.
465 – Rental Income	Net income earned from two rental properties owned by the District.
466 – Custom Work	Income from miscellaneous installations and upgrades requested by customers.
475 – Investment Gain / Loss	Net realized and unrealized investment income.
500 – Salaries & Benefits	Expenses attributed to labor and employment costs.
600 – Materials & Supplies	Expenses for goods and services in the normal course of business.
610 – Utilities	Expenses for fuel, electricity, gasoline, and communications.
622 – Outside Services	Expenses attributed to professional and contracted services.
640 – Insurance	Expenses for non-employee related insurance costs.
650 - Miscellaneous	Expenses that do not easily fit into above categories (i.e., depreciation, repairs, bank and service fees, permits & licenses).

Department	Description
10 – Source of Supply	Expenses related to the safe collection and storage of the District's raw water supply.
30 – Water Treatment Plant	Expenses related to the treatment of the District's raw water supply into filtered and potable water ready for delivery.
40 – Transmission and Distribution	Expenses related to the maintenance and service of the District's water pipeline and storage infrastructure necessary to delivery potable water to customers.
50 – Customer Service	Expenses related to the customer facing (i.e., meters and backflows) services and infrastructure maintenance and installation.
60 – Administration	Expenses related to the organization and implementation of the regular and ongoing business conducted by the District.

Paradise Irrigation District
FY 2023/24 Budget
Revenue & Expense Overview

Net Operating Budget Summary

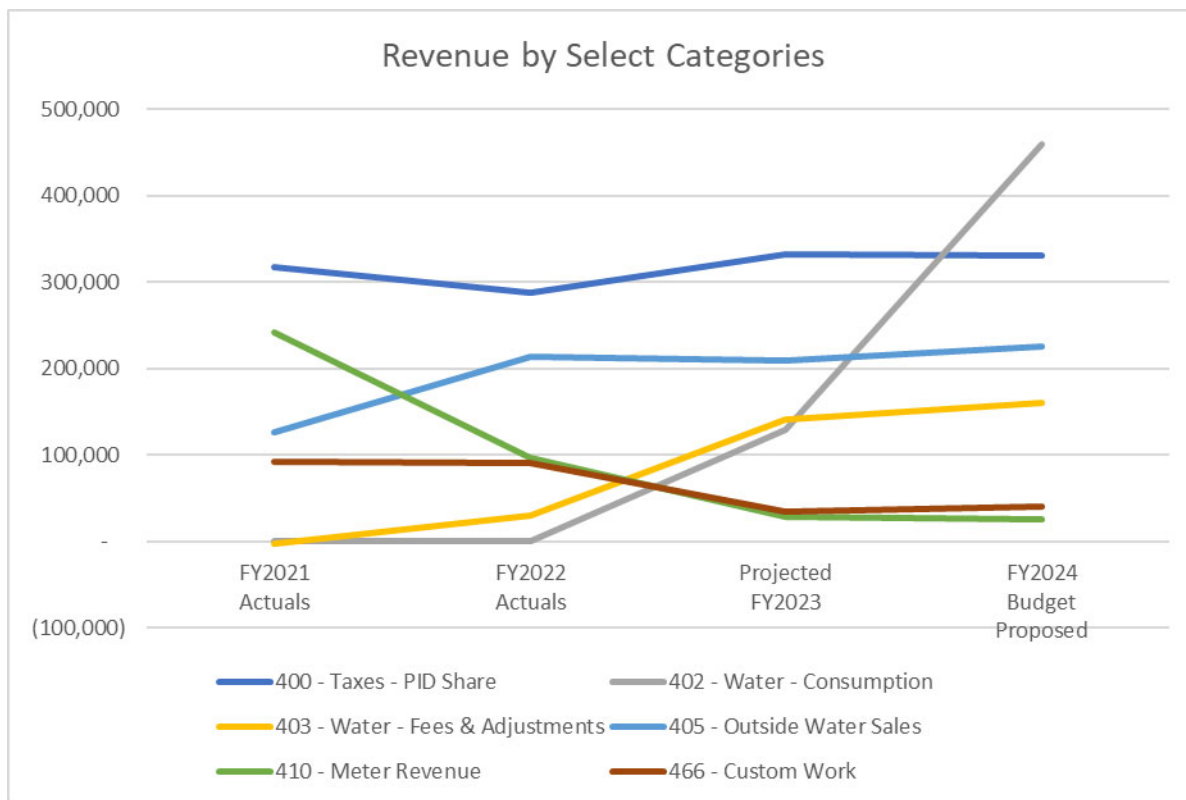
	FY2021 Actuals	FY2022 Actuals	Projected FY2023	FY2023 Budget	FY2024 Budget Proposed
Total Operating Income:	3,804,279	4,664,521	4,726,576	4,741,720	5,376,232
Total Investing Income:	(31,781)	7,690	1,711,601	1,515,000	2,600,000
Total Revenue:	3,772,498	4,672,211	6,438,177	6,256,720	7,976,232
Depart 10 - Source of Supply Total	17,969	251,189	224,000	0	250,000
Depart 30 - Water Treatment Total:	1,238,662	1,318,893	1,999,072	1,850,250	2,188,000
Depart 40 – Trans & Dist	2,496,577	2,692,238	2,238,608	2,586,200	2,395,000
Depart 50 - Customer Service Total:	311,476	330,712	479,010	445,250	578,000
Depart 60 - Administration Total:	2,972,166	3,066,015	2,123,626	2,617,330	2,331,000
Total Operating Expense	(7,000,912)	(7,659,047)	(7,064,316)	(7,499,030)	(7,742,000)
Total Operating Surplus (Deficit)	(3,228,414)	(2,986,836)	(626,140)	(1,242,310)	234,232



Paradise Irrigation District
FY 2023/24 Budget
Revenue & Expense Overview

Operating Revenue Detail

	FY2021 Actuals	FY2022 Actuals	Projected FY2023	FY2023 Budget	FY2024 Budget Proposed
Depart: 00 - Revenue					
400 - Taxes - PID Share	317,000	288,006	332,582	330,000	330,000
401 - Water - Service	3,034,810	3,758,352	3,850,464	3,598,089	4,135,232
402 - Water - Consumption	(44)	0	129,681	175,000	460,000
403 - Water - Fees & Adjustments	(2,408)	30,005	140,573	340,335	160,000
405 - Outside Water Sales	126,556	214,169	209,756	250,000	225,000
410 - Meter Revenue	242,181	96,202	28,700	8,296	26,000
415 - Capacity Fees	(6,000)	186,778		0	0
466 - Custom Work	92,184	91,009	34,820	40,000	40,000
Total Operating Income	3,804,279	4,664,521	4,726,576	4,741,720	5,376,232
460 - Interest Income	(52,878)	(14,962)	1,695,874	1,500,000	2,600,000
465 - Rental Income	21,416	22,652	15,727	15,000	0
475 - Investment Gain/Loss	(319)	0		0	
Total Investing Income	(31,781)	7,690	1,711,601	1,515,000	2,600,000

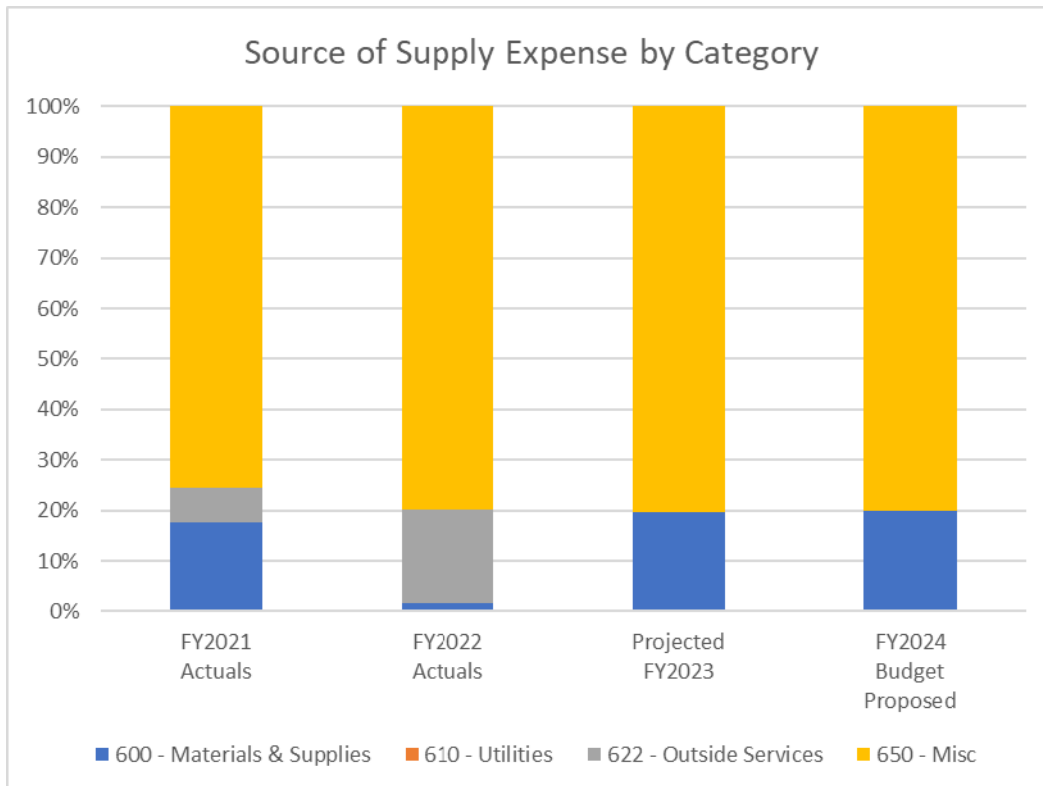


Note Water Service and Investment Income were excluded from the graph for presentation purposes due to scale.

Paradise Irrigation District
FY 2023/24 Budget
Revenue & Expense Overview

Source of Supply Expense

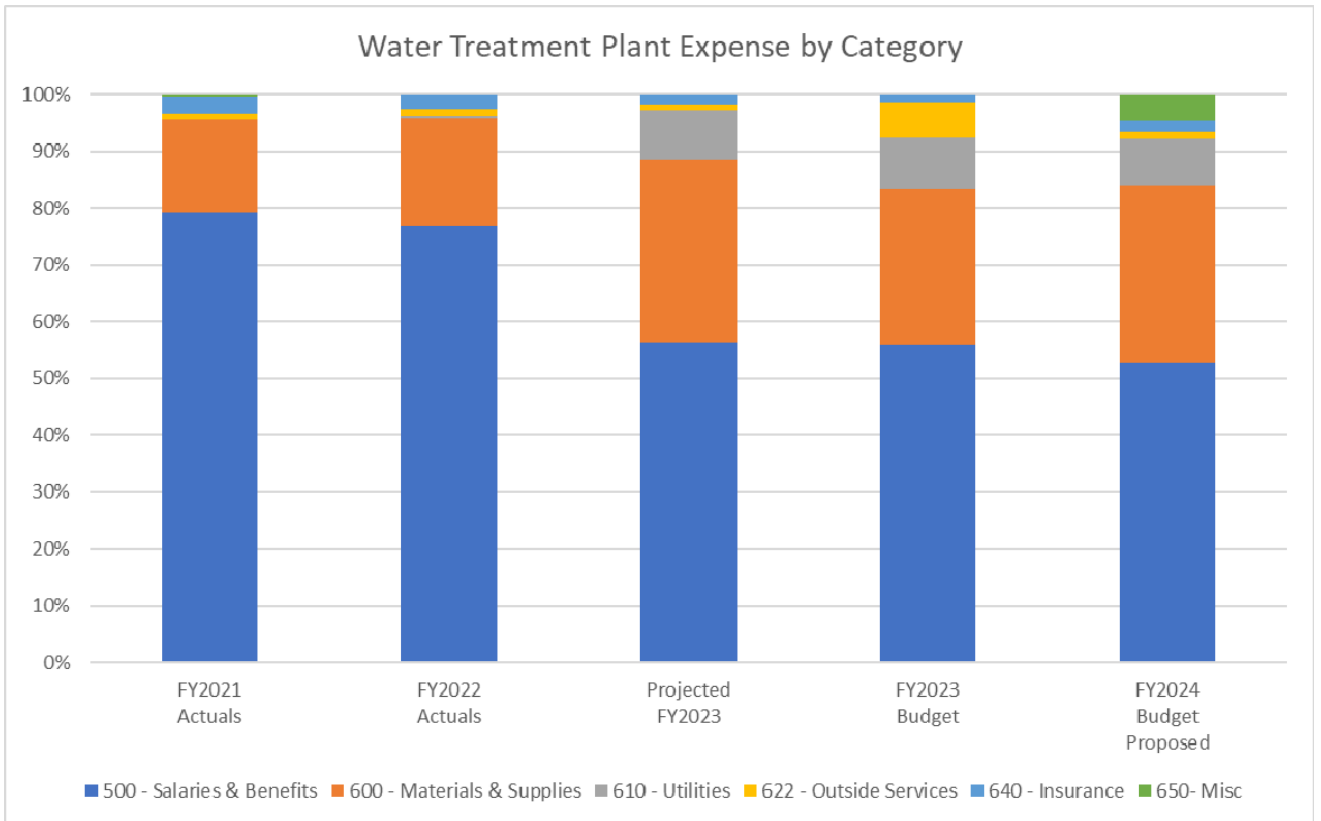
		FY2021 Actuals	FY2022 Actuals	Projected FY2023	FY2023 Budget	FY2024 Budget Proposed
Depart: 10 - Source of Supply						
	600 - Materials & Supplies	3,160	3,875	44,000	0	50,000
	610 - Utilities	0	0	0	0	0
	622 - Outside Services	1,259	46,757	0	0	0
	650 - Misc	13,550	200,557	180,000	0	200,000
Source of Supply Total:		\$17,969	251,189	224,000	0	250,000



Paradise Irrigation District
FY 2023/24 Budget
Revenue & Expense Overview

Water Treatment Plant Expense

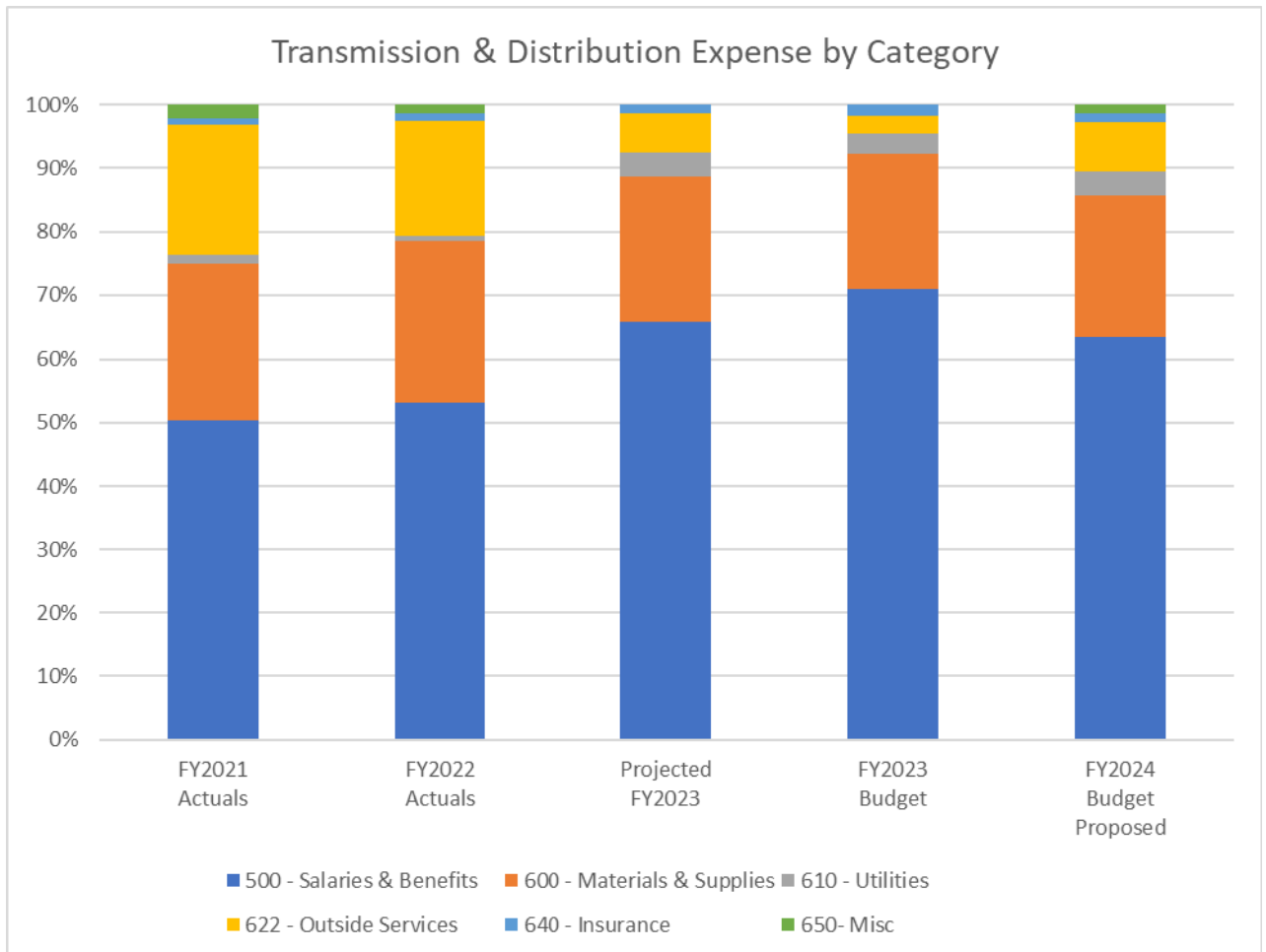
		FY2021 Actuals	FY2022 Actuals	Projected FY2023	FY2023 Budget	FY2024 Budget Proposed
Depart: 30 - Water Treatment						
	500 - Salaries & Benefits	982,404	1,012,944	1,122,152	1,035,000	1,156,000
	600 - Materials & Supplies	201,222	250,351	647,916	506,250	680,000
	610 - Utilities	514	5,127	172,155	169,000	181,000
	622 - Outside Services	13,776	15,625	20,107	115,000	27,000
	640 - Insurance	36,102	34,846	36,743	25,000	44,000
	650- Misc	4,644	0	0	0	100,000
Depart 30 - Water Treatment Total:		1,238,662.00	1,318,892.96	1,999,072.33	1,850,250.00	2,188,000.00



Paradise Irrigation District
FY 2023/24 Budget
Revenue & Expense Overview

Transmission & Distribution Expense

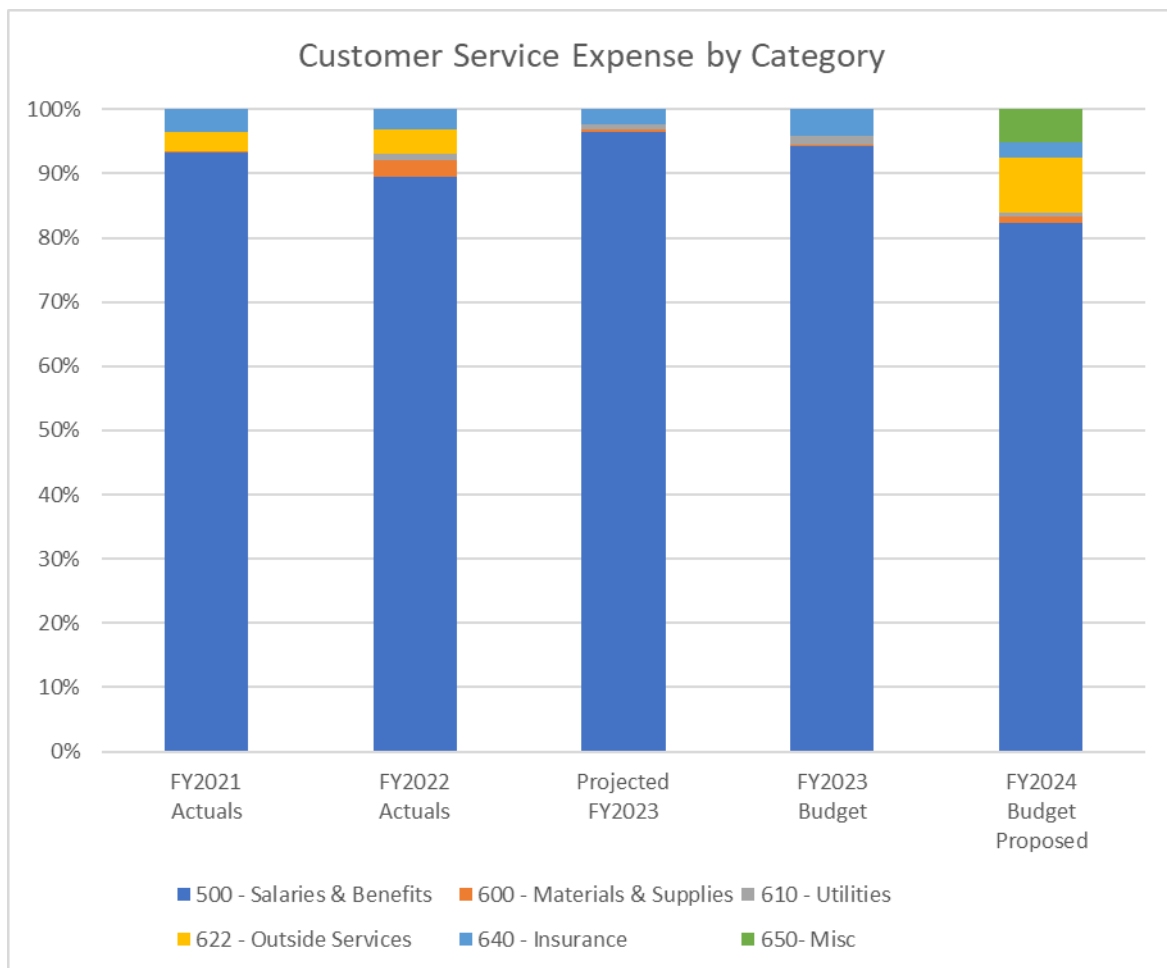
		FY2021 Actuals	FY2022 Actuals	Projected FY2023	FY2023 Budget	FY2024 Budget Proposed
Transmission & Distribution						
	500 - Salaries & Benefits	1,257,362	1,429,522	1,471,321	1,835,000	1,515,000
	600 - Materials & Supplies	614,244	685,034	512,037	550,000	538,000
	610 - Utilities	31,119	18,062	87,036	85,000	91,000
	622 - Outside Services	513,181	493,029	138,413	71,200	185,000
	640 - Insurance	29,279	28,261	29,800	45,000	36,000
	650- Misc	51,392	38,330	0	0	30,000
Transmission & Distribution Total:		2,496,577	2,692,238	2,238,608	2,586,200	2,395,000



Paradise Irrigation District
FY 2023/24 Budget
Revenue & Expense Overview

Customer Service Expense

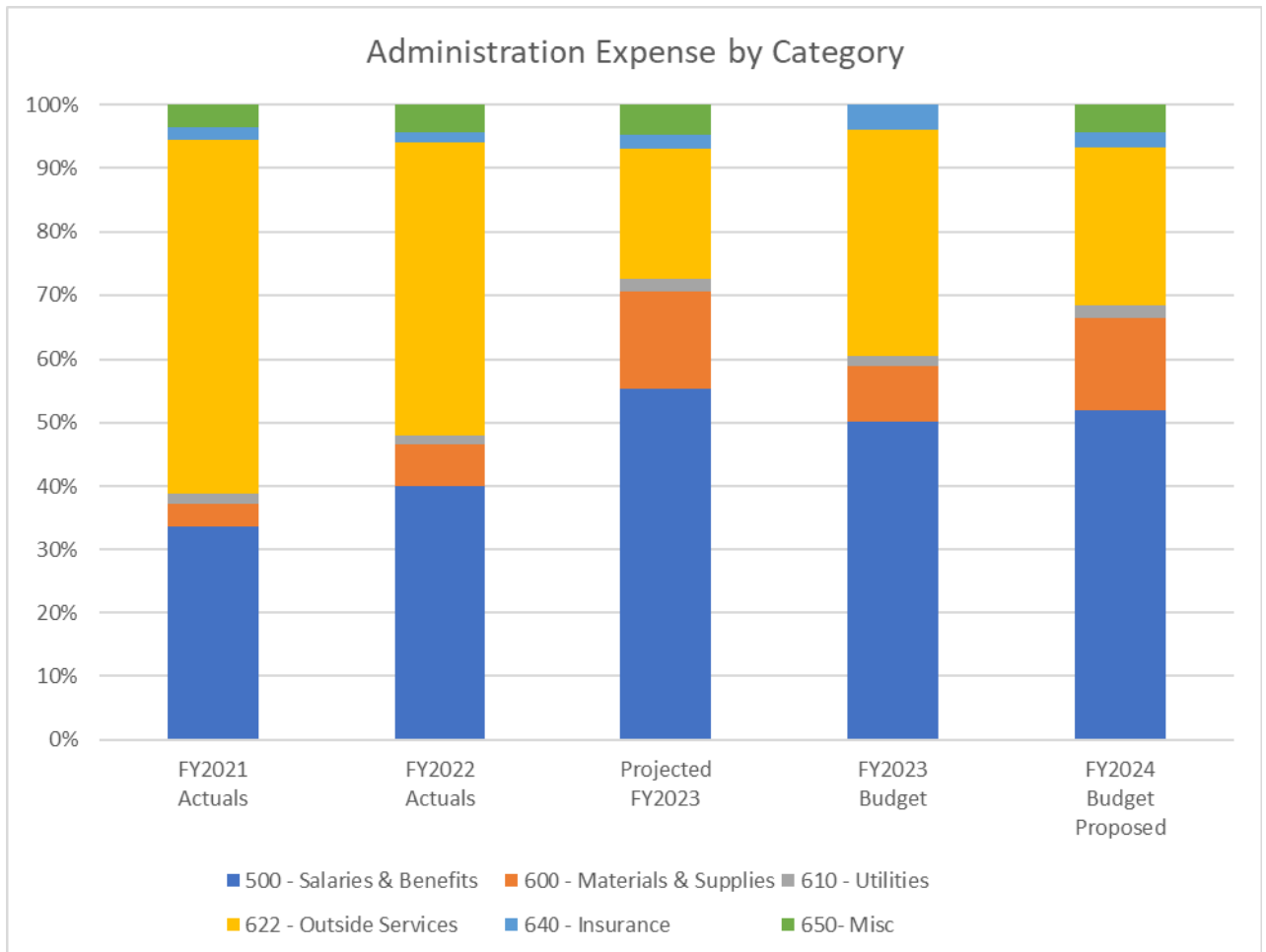
		FY2021 Actuals	FY2022 Actuals	Projected FY2023	FY2023 Budget	FY2024 Budget Proposed
Customer Service						
	500 - Salaries & Benefits	290,613	295,789	462,199	420,000	476,000
	600 - Materials & Supplies	692	8,901	1,567	500	5,000
	610 - Utilities	0	3,000	4,111	6,000	4,000
	622 - Outside Services	9,233	12,463	0	0	50,000
	640 - Insurance	10,938	10,559	11,134	18,750	13,000
	650- Misc	0	0	0	0	30,000
Customer Service Total:		311,476	330,712	479,010	445,250	578,000



Paradise Irrigation District
FY 2023/24 Budget
Revenue & Expense Overview

Administration Expense

		FY2021 Actuals	FY2022 Actuals	Projected FY2023	FY2023 Budget	FY2024 Budget Proposed
Administration						
	500 - Salaries & Benefits	998,237	1,229,198	1,176,123	1,313,665	1,211,000
	600 - Materials & Supplies	109,204	200,854	320,859	230,165	337,000
	610 – Utilities	44,365	41,673	43,265	41,000	45,000
	622 - Outside Services	1,656,841	1,414,867	435,456	930,000	581,000
	640 – Insurance	56,970	44,979	47,428	102,500	57,000
	650- Misc	106,549	134,444	100,495		100,000
Administration Total:		2,972,166	3,066,015	2,123,626	2,617,330	2,331,000



Paradise Irrigation District
FY 2023/24 Budget
Revenue & Expense Overview

Primary Title	Salaries	Overtime	Retirement	Insurance Benefits	Employment Taxes	Total Pay
Assistant District Manager	115,003	-	13,800	10,407	10,072	149,282
District Manager	161,990	-	-	-	14,187	176,177
Finance and Accounting Manager	109,990	-	13,199	19,302	9,633	152,123
Contract Total	386,983	-	26,999	29,709	33,891	477,582
District Secretary	96,564	7,074	11,588	8,790	8,457	132,473
Office and Customer Service Manager	74,069	-	8,888	21,222	6,487	110,666
Assistant District Secretary	54,815	1,072	6,578	14,070	4,801	81,335
District Engineer	100,547	-	12,066	21,222	8,806	142,640
Manager - Cross Control	-	-	-	-	-	-
Assistant Engineer	86,412	-	10,369	19,302	7,569	123,652
District Superintendent	102,752	7,062	12,330	21,222	9,033	152,398
Assistant Superintendent	103,002	5,723	12,360	14,070	9,054	144,209
Water Treatment Plant Superintendent	133,682	12,256	16,042	19,302	11,751	193,033
Management Total	751,843	33,187	90,221	139,198	65,957	1,080,406
Utility Billing Technician	53,411	496	6,409	-	4,678	64,993
Senior Customer Service Representative	39,351	361	4,722	-	3,446	47,880
Senior Customer Service Representative	39,351	361	4,722	28,632	3,460	76,525
Customer Service Representative	36,075	361	4,329	-	3,159	43,924
Customer Service Representative	34,691	347	4,163	-	3,038	42,239
Accounting Technician	45,845	445	5,501	-	4,015	55,806
Maintenance Person	65,853	-	7,902	-	5,789	79,544
Distribution System Operator	74,676	-	8,961	28,632	6,551	118,820
Mechanic	57,907	3,264	6,949	1,839	5,090	75,049
Meter Serviceperson	52,333	918	6,280	-	4,584	64,115
Meter Serviceperson	50,918	918	6,110	-	4,460	62,406
Meter Serviceperson	47,029	918	5,643	-	4,119	57,709
Meter Serviceperson	62,820	4,412	7,538	28,632	5,513	108,915
Meter Advisor	62,820	4,412	7,538	28,632	5,513	108,915
Meter Supervisor	77,106	-	9,253	-	6,754	93,113
Recovery Coordinator	49,589	527	5,951	-	4,359	60,426
Temporary Laborer	43,306	3,047	5,197	-	3,807	55,356
Temporary Laborer	47,004	-	5,640	28,632	4,129	85,405
Temporary Laborer	47,004	-	5,640	28,632	4,129	85,405
Temporary Laborer	47,004	-	5,640	28,632	4,129	85,405
Temporary Laborer	47,004	-	5,640	28,632	4,129	85,405
Utility Crew Leader	54,766	4,224	6,572	-	4,814	70,376
Utility Crew Leader	54,766	3,855	6,572	-	4,814	70,007
Utility Locator	41,600	3,294	4,992	10,949	3,657	64,492
Utility Locator	48,693	3,294	5,843	-	4,280	62,110
Utility Supervisor	69,909	4,736	8,389	-	6,145	89,179
Utility Worker I	43,014	3,168	5,162	-	3,781	55,125
Utility Worker I	57,780	3,047	6,934	28,632	5,072	101,464
Utility Worker I	43,306	2,927	5,197	-	3,807	55,236
Utility Worker I	57,780	2,927	6,934	28,632	5,072	101,344
Utility Worker I	43,306	2,927	5,197	10,949	3,807	66,185
Utility Worker I	43,306	2,927	5,197	1,839	3,807	57,076
Utility Worker II	46,987	-	5,638	10,949	4,130	67,704
Utility Worker II	48,859	-	5,863	-	4,295	59,017
Utility Worker II	60,324	-	7,239	28,632	5,295	101,490
Warehouse Person	70,803	659	8,496	-	6,224	86,182
Water Treatment Plant Maintenance Mechanic	1,414	4,429	170	-	124	6,137
Water Treatment Plant Operator	94,390	5,278	11,327	-	8,297	119,292
Water Treatment Plant Operator	103,709	8,858	12,445	28,632	9,117	162,760
Water Treatment Plant Operator	73,299	6,390	8,796	-	6,443	94,928
Water Treatment Plant Operator	72,925	5,822	8,751	-	6,411	93,909
Water Treatment Plant Operator	56,222	-	6,747	-	4,942	67,911
General Total	2,268,255	89,544	272,189	380,107	199,190	3,209,285
Fully Staffed	\$ 3,407,081	\$ 122,731	\$ 389,409	\$ 549,014	\$ 299,037	\$ 4,767,273
Vacant	\$ 744,745	\$ 19,382	\$ 89,367	\$ 334,251	\$ 65,376	\$ 1,253,122

Paradise Irrigation District
FY 2023/24 Budget
Revenue & Expense Overview

The District has two forms of Cash Balances. Restricted Cash is cash that must be used for a specific purpose and the Board must use the cash for that specific purpose. Non-Restricted Cash is cash that the Board can designate for specific purposes.

The District adopted a reserving policy that defines cash is to be reserved. The information below provides a summary of the reserves calculation per the adopted policy, actual cash reserves as budgeted for FY 2022/23.

Reserve	Target Formula	
	Min	Max
Restricted		
Sick/Annual Leave Fund	As required by contract or law	
Facility Capacity Fund	As required by contract or law	
Bond Reserve Fund	As required by contract or law	
Debt Proceeds Construction Fund	As required by contract or law	
PFD Reserve Fund	As required by contract or law	

			Target Formula	
Priority	Reserve	Base Calculation	Min	Max
Non-Restricted				
1	Operating Fund	Operating Budget, including debt service & pipeline	17%	100%
2	Water Rate Stabilization Fund	Budget Water Revenue	10%	20%
3	Emergency Fund	Operating Budget, including debt service & pipeline	25%	25%
4	Drought Management Fund	Budgeted Consumption Revenue	25%	50%
5	Equipment Replacement Fund	Accumulated Equipment Depreciation	Current	100%
6	Long Term Capital Fund	10 Year Capital Plan	10%	100%

Budget 2022/23

Restricted			
Reserve	Min	Max	
Sick/Annual Leave Fund	\$ 425,818	\$ 425,818	
Facility Capacity Fund	\$ -	\$ -	
Bond Reserve Fund	\$ -	\$ -	
Debt Proceeds Construction Fund	\$ -	\$ -	
PFD Reserve Fund	\$ 663,911	\$ 663,911	
TOTAL	\$ 1,089,729	\$ 1,089,729	

Budget 2022/23

Non-Restricted				
Priority	Reserve	Base Calculation	Min	Current
1	Operating Fund	Operating Budget, including debt service & pipeline	\$ 1,331,020	\$ -
2	Water Rate Stabilization Fund	Budget Water Revenue	\$ 441,439	\$ -
3	Emergency Fund	Operating Budget, including debt service & pipeline	\$ 1,957,383	\$ -
4	Drought Management Fund	Budgeted Consumption Revenue	\$ -	\$ -
5	Equipment Replacement Fund	Accumulated Equipment Depreciation	\$ 200,000	\$ -
6	Long Term Capital Fund	10 Year Capital Plan	\$ 1,580,700	\$ -
TOTAL			\$ 5,510,542	\$ -
TOTAL CASH RESERVES			\$ 6,600,271	\$ 1,089,729

Paradise Irrigation District
FY 2023/24 Budget
Capital Projects and Equipment Purchase Summary

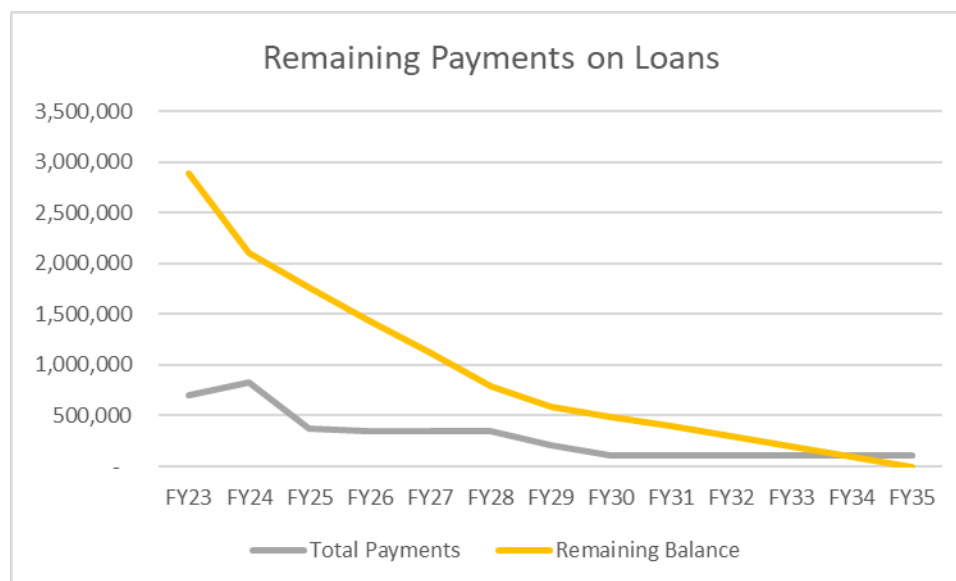
What	Category	Amount	Dept	Purpose for request
Pipeline	Infrastructure	500,000	T&D	Additional increase in costs from previous request
Misc.	Equipment	25,000	T&D	This is a yearly line item to cover worn out or broken tools for field operations.
				There is an additional item that should be added to the budget. It is the demolition of the old round treatment plant, building a building in its place for the bleach pumps and equipment and moving the bleach storage tanks to a permanent containment facility.
Demo / rebuild old treatment plant	Infrastructure	1,000,000	WTP	This work needs to be done in conjunction with the new Raw Water Line when the 42" creek crossing is removed. (I believe this part is covered by the HMG.
Vehicle (Truck)	Equipment	70,000	T&D	Truck for new position, Assistant Engineer

Paradise Irrigation District
FY 2023/24 Budget
Debt Service

The Debt Service Budget for the District in FY 2023/24 is presented in this section. District debt service is a non-operating expense item of the budget, which includes principal and interest payment associated with the original loan.

Total Loans

Fiscal Year	Total Principal	Total Interest	Total Payments	Remaining Balance
FY23	667,300	40,198	707,168	2,893,429
FY24	789,000	39,545	828,545	2,104,429
FY25	345,044	28,926	373,970	1,759,385
FY26	317,955	30,415	348,370	1,441,430
FY27	323,874	23,709	347,583	1,117,556
FY28	330,803	16,871	347,674	786,753
FY29	198,075	9,875	207,950	588,678
FY30	95,689	7,174	102,863	492,989
FY31	96,645	5,926	102,571	396,344
FY32	97,612	4,664	102,276	298,732
FY33	98,588	3,391	101,979	200,144
FY34	99,574	2,104	101,678	100,570
FY35	100,570	805	101,374	0



Paradise Irrigation District
FY 2023/24 Budget
Debt Service

California Infrastructure and Economic Development Bank

	<u>Original</u>	<u>2019 Refinance</u>
Note number:	CIEDB 07-077	
Debt Service Title:	IBANK	
Capital Projects:	Magalia Bypass	
Initial Year:	2007	
Final Year:	September 1, 2027	September 1, 2032
Original Borrowing Amount:	\$2,000,000	
Length of Loan:	20 years	25 years
Interest Rate:	2.77%	1.00 %
Annual Payment:	Various	Various
Current Balance:	\$1,233,202	\$1,053,395
FY 2019/20 Payment	\$133,271	\$0

Date	Balance	Interest	Principal	Principal & Interest Payment	Annual Fee	Total Payment
9/1/2009	1,923,811	26,645	78,300	104,944	5,771	110,716
2/1/2010	1,845,511	25,560	-	25,560	-	25,560
9/1/2010	1,845,511	25,560	80,468	106,029	5,537	111,565
2/1/2011	1,765,043	24,446	-	24,446	-	24,446
9/1/2011	1,765,043	24,446	82,697	107,143	5,295	112,438
2/1/2012	1,682,346	23,300	-	23,300	-	23,300
9/1/2012	1,682,346	23,300	84,988	108,289	5,047	113,336
2/1/2013	1,597,358	22,123	-	22,123	-	22,123
9/1/2013	1,597,358	22,123	87,342	109,466	4,792	114,258
2/1/2014	1,510,015	20,914	-	20,914	-	20,914
9/1/2014	1,510,015	20,914	89,762	110,675	4,530	115,205
2/1/2015	1,420,254	19,671	-	19,671	-	19,671
9/1/2015	1,420,254	19,671	92,248	111,919	4,261	116,179
2/1/2016	1,328,006	18,393	-	18,393	-	18,393
9/1/2016	1,328,006	18,393	94,803	113,196	3,984	117,180
2/1/2017	1,233,202	17,080	-	17,080	-	17,080
9/1/2017	1,233,202	17,080	97,429	114,509	3,700	118,209
2/1/2018	1,135,773	15,730	-	15,730	-	15,730
9/1/2018	1,135,773	15,730	100,128	115,859	3,407	119,266
2/1/2019	1,035,645	14,344	-	14,344	-	14,344
9/1/2019	1,053,395	-	-	-	-	-
2/1/2020	1,053,395	-	-	-	-	-
9/1/2020	1,053,395	-	-	-	-	-
2/1/2021	1,053,395	-	-	-	-	-
9/1/2021	1,053,395	-	-	-	-	-
2/1/2022	1,053,395	-	-	-	-	-
9/1/2022	1,053,395	-	-	-	-	-
2/1/2023	1,053,395	-	-	-	-	-
9/1/2023	1,053,395	-	-	-	-	-
2/1/2024	1,053,395	-	-	-	-	-
9/1/2024	1,053,095	-	91,044	91,044	-	91,044
2/1/2025	962,051	4,810	-	4,810	-	4,810
9/1/2025	962,051	4,810	91,955	96,765	2,886	99,651
2/1/2026	870,096	4,350	-	4,350	-	4,350
9/1/2026	870,096	4,350	92,874	97,225	2,610	99,835
2/1/2027	777,222	3,886	-	3,886	-	3,886
9/1/2027	777,222	3,886	93,803	97,689	2,332	100,021
2/1/2028	683,419	3,417	-	3,417	-	3,417
9/1/2028	683,419	3,417	94,741	98,158	2,050	100,208
2/1/2029	588,677	2,943	-	2,943	-	2,943
9/1/2029	588,677	2,943	95,689	98,632	1,766	100,398
2/1/2030	492,989	2,465	-	2,465	-	2,465
9/1/2030	492,989	2,465	96,645	99,110	1,479	100,589
2/1/2031	396,344	1,982	-	1,982	-	1,982
9/1/2031	396,344	1,982	97,612	99,594	1,189	100,783
2/1/2032	298,732	1,494	-	1,494	-	1,494
9/1/2032	298,732	1,494	98,588	100,082	896	100,978
2/1/2033	200,144	1,001	-	1,001	-	1,001
9/1/2033	200,144	1,001	99,574	100,575	600	101,175
2/1/2034	100,570	503	-	503	-	503
9/1/2034	100,570	503	100,570	101,072	302	101,374

Paradise Irrigation District
FY 2023/24 Budget
Debt Service

2016 Private Placement Loan

Note number:
Debt Service Title: Private Placement Loan (Refi)
Capital Projects: Billie Pipeline Project
SCADA
Corporation Yard
Initial Year: 2016
Final Year: Nov 1, 2028
Original Borrowing Amount: \$2,640,000
Length of Loan: 13 years
Interest Rate: 2.42%
Annual Payment: \$244,325
Current Balance: \$2,345,000
FY 2019/20 Payment \$246,001.50

Date	Balance	Interest	Principal	Principal & Interest Payment
8/31/2016	2,640,000			
11/1/2016	2,640,000	10,825	111,000	121,825.47
5/1/2017	2,529,000	30,601	91,000	121,600.90
11/1/2017	2,438,000	29,500	93,000	122,499.80
5/1/2018	2,345,000	28,375	94,000	122,374.50
11/1/2018	2,251,000	27,237	95,000	122,237.10
5/1/2019	2,156,000	26,088	-	26,087.60
11/1/2019	2,156,000	26,088	97,000	123,087.60
5/1/2020	2,059,000	24,914	98,000	122,913.90
11/1/2020	1,961,000	23,728	99,000	122,728.10
5/1/2021	1,862,000	22,530	101,000	123,530.20
11/1/2021	1,761,000	21,308	102,000	123,308.10
5/1/2022	1,659,000	20,074	103,000	123,073.90
11/1/2022	1,556,000	18,828	104,000	122,827.60
5/1/2023	1,452,000	17,569	106,000	123,569.20
11/1/2023	1,346,000	16,287	107,000	123,286.60
5/1/2024	1,239,000	14,992	108,000	122,991.90
11/1/2024	1,131,000	13,685	109,000	122,685.10
5/1/2025	1,022,000	12,366	111,000	123,366.20
11/1/2025	911,000	11,023	112,000	123,023.10
5/1/2026	799,000	9,668	114,000	123,667.90
11/1/2026	685,000	8,289	115,000	123,288.50
5/1/2027	570,000	6,897	116,000	122,897.00
11/1/2027	454,000	5,493	118,000	123,493.40
5/1/2028	336,000	4,066	119,000	123,065.60
11/1/2028	217,000	2,626	217,000	219,625.70

Paradise Irrigation District
FY 2023/24 Budget
Debt Service

2017 Private Placement Loan

Note number:
Debt Service Title: 2018 Private Placement (Refi)
Capital Projects: Meter Replacement Project
Initial Year: 2017
Final Year: Oct 1, 2024
Original Borrowing Amount: \$3,361,900
Length of Loan: 7 years
Interest Rate: 2.28%
Annual Payment: Various
Current Balance: \$3,308,000
FY 2019/20 Payment \$595,721

Date	Balance	Interest	Principal	Principal & Interest Payment
12/21/2017	3,361,900			
4/1/2018	3,361,900	21,292	53,900	75,192.03
10/1/2018	3,308,000	37,711	258,100	295,811.20
4/1/2019	3,049,900	34,769	-	34,768.86
10/1/2019	3,049,900	34,769	264,600	299,368.86
4/1/2020	2,785,300	31,752	264,600	296,352.42
10/1/2020	2,520,700	28,736	270,600	299,335.98
4/1/2021	2,250,100	25,651	270,600	296,251.14
10/1/2021	1,979,500	22,566	276,000	298,566.30
4/1/2022	1,703,500	19,420	534,200	553,619.90
10/1/2022	1,169,300	13,330	280,700	294,030.02
4/1/2023	888,600	10,130	280,600	290,730.04
10/1/2023	608,000	6,931	287,000	293,931.20
4/1/2024	321,000	3,659	287,000	290,659.40
10/1/2024	34,000	388	34,000	34,387.60



Paradise Irrigation District

AGENDA ITEM 10.a.2 (Pages 72-73) Long-Term Fiscal Planning Projection

				Expense Increase	3%				
				General Revenue Increase	3%				
			Rebuilds per month	35	30	25	20	20	20
	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
	Actuals	Actuals	Budget	Budget	Projection	Projection	Projection	Projection	Projection
Depart: 00 - Revenue									
400 - Taxes - PID Share	317,000	288,006	330,000	330,000	330,000	339,900	350,097	360,600	371,418
401 - Water - Service	3,034,810	3,758,352	3,598,089	4,135,232	4,236,836	4,386,179	4,464,855	4,536,919	4,609,475
01-00-400001 - Water Service (Monthly Charges)	2,987,571	3,533,931		3,635,232	3,721,836	3,855,729	3,918,491	3,974,164	4,029,838
01-00-400004 - Water - Service Fee (Service Fees & Backflow Maint.)	26,975	123,565		300,000	309,000	318,270	327,818	337,653	347,782
01-00-400000 - Water Sales	20,264	100,856		200,000	206,000	212,180	218,545	225,102	231,855
402 - Water - Consumption	(44)	0	175,000	460,000	690,000	931,804	1,118,164	1,341,797	1,610,157
403 - Water - Fees & Adjustments	(2,408)	30,005	340,335	160,000	164,800	169,744	174,836	180,081	185,484
405 - Outside Water Sales	126,556	214,169	250,000	225,000	231,750	238,703	245,864	253,239	260,837
410 - Meter Revenue	242,181	96,202	8,296	26,000	26,780	27,583	28,411	29,263	30,141
415 - Capacity Fees	(6,000)	186,778	0	0	0	0	0	0	0
466 - Custom Work	92,184	91,009	40,000	40,000	40,000	40,000	40,000	40,000	40,000
Total Operating Income	3,804,279	4,664,521	4,741,720	5,376,232	5,720,166	6,133,913	6,422,227	6,741,900	7,107,511
460 - Interest Income	(52,878)	(14,962)	1,500,000	2,600,000	2,760,000	2,560,000	2,560,000	2,560,000	2,560,000
465 - Rental Income	21,416	22,652	15,000	0	0	0	0	0	0
475 - Investment Gain/Loss	(319)	0	0						
Total Investing Income	(31,781)	7,690	1,515,000	2,600,000	2,760,000	2,560,000	2,560,000	2,560,000	2,560,000
470 - Grant Income	0	1,360	0	0	0	0	0	0	0
490 - Reimbursements	219,507	0	1,498,000	273,000					
495 - Grant Reimbursements	5,443,911	12,880,241	25,787,725	45,300,000					
499 - Other	9,766,341	120,739,779	82,654	12,000,000					
Total Recovery / Misc. Income	15,429,759	133,621,380	27,368,379	57,573,000	0	0	0	0	0
Depart 00 - Revenue Surplus (Deficit):	19,202,257	138,293,591	33,625,099	65,549,232	8,480,166	8,693,913	8,982,227	9,301,900	9,667,511
2% return									
Depart: 10 - Source of Supply									
Depart 10 - Source of Supply Surplus (Deficit):	17,969	251,189	0	250,000	250,000	250,000	250,000	250,000	250,000
Depart: 30 - Water Treatment									
500 - Salaries & Benefits	982,404	1,012,944	1,035,000	1,156,000	1,190,680	1,226,400	1,263,192	1,301,088	1,340,121
600 - Materials & Supplies	201,222	250,351	506,250	680,000	700,400	721,412	743,054	765,346	788,306
610 - Utilities	514	5,127	169,000	181,000	186,430	192,023	197,784	203,717	209,829
622 - Outside Services	13,776	15,625	115,000	27,000	27,810	28,644	29,504	30,389	31,300
640 - Insurance	36,102	34,846	25,000	44,000	45,320	46,680	48,080	49,522	51,008
650 - Misc	4,644	0	0	100,000	103,000	106,090	109,273	112,551	115,927
Depart 30 - Water Treatment Total:	1,238,662	1,318,893	1,850,250	2,188,000	2,253,640	2,321,249	2,390,887	2,462,613	2,536,492



Paradise Irrigation District

Expense Increase 3%
General Revenue Increase 3%

Rebuilds per month 35 30 25 20 20 20

	FY2021 Actuals	FY2022 Actuals	FY2023 Budget	FY2024 Budget	FY2025 Projection	FY2026 Projection	FY2027 Projection	FY2028 Projection	FY2029 Projection
Depart: 40 - Transmission and Distribution									
500 - Salaries & Benefits	1,257,362	1,429,522	1,835,000	1,515,000	1,560,450	1,607,264	1,655,481	1,705,146	1,756,300
600 - Materials & Supplies	614,244	685,034	550,000	538,000	554,140	570,764	587,887	605,524	623,689
610 - Utilities	31,119	18,062	85,000	91,000	93,730	96,542	99,438	102,421	105,494
622 - Outside Services	513,181	493,029	71,200	185,000	190,550	196,267	202,154	208,219	214,466
640 - Insurance	29,279	28,261	45,000	36,000	37,080	38,192	39,338	40,518	41,734
650 - Misc	51,392	38,330	0	30,000	30,900	31,827	32,782	33,765	34,778
Depart 40 - Transmission and Distribution Surplus	2,496,577	2,692,238	2,586,200	2,395,000	2,466,850	2,540,856	2,617,081	2,695,594	2,776,461
Depart: 50 - Customer Service									
500 - Salaries & Benefits	290,613	295,789	420,000	476,000	490,280	504,988	520,138	535,742	551,814
600 - Materials & Supplies	692	8,901	500	5,000	5,150	5,305	5,464	5,628	5,796
610 - Utilities	0	3,000	6,000	4,000	4,120	4,244	4,371	4,502	4,637
622 - Outside Services	9,233	12,463	0	50,000	51,500	53,045	54,636	56,275	57,964
640 - Insurance	10,938	10,559	18,750	13,000	13,390	13,792	14,205	14,632	15,071
650 - Misc	0	0	0	30,000	30,900	31,827	32,782	33,765	34,778
Depart 50 - Customer Service Total:	311,476	330,712	445,250	578,000	595,340	613,200	631,596	650,544	670,060
Depart: 60 - Administration									
500 - Salaries & Benefits	998,237	1,229,198	1,313,665	1,211,000	1,247,330	1,284,750	1,323,292	1,362,991	1,403,881
600 - Materials & Supplies	109,204	200,854	230,165	337,000	347,110	357,523	368,249	379,296	390,675
610 - Utilities	44,365	41,673	41,000	45,000	46,350	47,741	49,173	50,648	52,167
622 - Outside Services	1,656,841	1,414,867	930,000	581,000	598,430	616,383	634,874	653,921	673,538
640 - Insurance	56,970	44,979	102,500	57,000	58,710	60,471	62,285	64,154	66,079
650 - Misc	106,549	134,444	100,000	100,000	103,000	106,090	109,273	112,551	115,927
Depart 60 - Administration Total:	2,972,166	3,066,015	2,617,330	2,331,000	2,400,930	2,472,958	2,547,147	2,623,561	2,702,268
Total Surplus (Deficit):	12,165,407	130,634,544	26,126,069	57,807,232	513,406	495,650	545,516	619,588	732,229



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: June 15, 2023

TO: Board of Directors

FROM: Assistant District Manager Mickey Rich
Bill Taylor Water Treatment Superintendent
Jeff Hill, Distribution Superintendent

RE: Surplus Property – Resolution No. 2023-06
06/21/2023 Board of Directors Meeting

The following PID Resolution No. 2023-06 identifies surplus property deemed inoperable, unsafe, or no longer necessary for District purposes consisting of a 2007 Chevy Silverado Pickup (Unit No. 32), multiple mobile devices, and two worn out Ingersoll Rand Compressors and associated parts.

To declare said property as surplus, the following motion is recommended:

"I move to adopt Resolution No. 2023-06 declaring surplus property no longer necessary for district purposes and authorize the District Manager to direct staff to dispose of surplus items identified in the resolution in the most cost effective and practical manner possible."

Our water. Our future.



PARADISE IRRIGATION DISTRICT

RESOLUTION NO. 2023-06

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

WHEREAS, the Paradise Irrigation District owns certain property consisting of the following vehicle, equipment, and mobile devices deemed inoperable, unsafe, or no longer necessary for District purposes as identified below.

Unit #	Description of Item	VIN #	Plate #
32	2007 Chevrolet Silverado Pickup	1GBJK34G27E153908	1238295

Quantity	Description of Item	Serial #
02	Ingersoll Rand Compressors	A001952-94 & A000667-12

Device Type	Quantity
iPhone	Thirty (30)
Mobile Hotspot	Six (6)

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

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

Passed and adopted by the Board of Directors of the Paradise Irrigation District this 21st day of June, 2023 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

PARADISE IRRIGATION DISTRICT

Robert Matthews, Vice President

Attest:

Georgeanna Borrayo, Secretary



Paradise Irrigation District

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

DATE: June 15, 2023
TO: Board of Directors
FROM: Tom Lando, District Manager
Georgeanna Borrayo, Board Secretary
RE: ACWA 2023 Election, 2024-2025 Term
June 21, 2023 Board of Directors Meeting

Cathy Green has reached out to Paradise Irrigation District requesting consideration for the District's support as a candidate for the position of ACWA President for the 2024-2025 term.

Candidates for the office of the Association of California Water Agencies (ACWA) President and Vice President must be elected or appointed directors of ACWA member agencies, according to ACWA bylaws and Board of Directors' policy.

Nominations must be accompanied by an official nominating resolution from the ACWA member agency on whose board the nominee serves. A statement of qualifications or resume highlighting the proposed candidate's background and qualifications must also be submitted for the Nominating Committee's review. Additional letters or resolutions of support from other agencies may be submitted but are not required.

If the Board of Directors desires to adopt a resolution in support of the nomination of Cathy Green, the recommended form of motion is:

"I move to adopt Resolution No. 2021-07 in support of the nomination of Cathy Green as a candidate for the position of ACWA President."



PARADISE IRRIGATION DISTRICT

RESOLUTION NO. 2023-07

RESOLUTION OF THE BOARD OF DIRECTORS OF THE
PARADISE IRRIGATION DISTRICT

IN SUPPORT OF THE NOMINATION OF

CATHY GREEN

AS A CANDIDATE FOR THE POSITION OF ACWA PRESIDENT

WHEREAS, the Election Committee of the Association of California Water Agencies (ACWA) is seeking nominations of candidates for the 2023 election of the Association's statewide positions of President and Vice President for the 2024-'25 term; and

WHEREAS, the Election Committee will present an open ballot with all qualifying candidates to the members for a vote by written ballot; and

WHEREAS, the candidate's member agency, has adopted a Resolution of the Board of Directors of the Orange County Water District to nominate and support Cathy Green as a candidate for the position of ACWA President.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Paradise Irrigation District that this district concurs with the nomination and support of Orange County Water District Board of Director member Cathy Green to the position of ACWA President, pledging the District's support of her endeavors in fulfilling the duties of this office if elected.

BE IT FURTHER RESOLVED that the District Secretary is hereby directed to transmit a certified copy of this resolution to the ACWA and Orange County Water District, forthwith.

PASSED AND ADOPTED by the Paradise Irrigation District Board of Directors at a regular meeting of said Board held on the 21st day of June, 2023 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

PARADISE IRRIGATION DISTRICT

Robert Matthews, Vice President

ATTEST:

Georgeanna Borrayo, Secretary

From: [Tom Lando](#)
To: [Georgeanna Borrayo](#)
Cc: [Mickey Rich](#)
Subject: Fwd: ACWA President
Date: Sunday, May 21, 2023 4:50:38 PM

Begin forwarded message:

From: Gmail account <ctpgreen@gmail.com>
Date: May 21, 2023 at 3:51:50 PM PDT
To: Tom Lando <tlando@paradiseirrigation.com>
Subject: ACWA President

Caution! This message was sent from outside your organization.

[Allow sender](#) | [Block sender](#)

Hello Tom,

My name is Cathy Green, and I am pleased to announce my campaign for ACWA President. If given the privilege to represent you in this role, I will continue to listen diligently, prioritize equity and integrity, and collaborate with stakeholders to find effective solutions to challenges. Having been a member of ACWA since 2012 and serving as Vice President for the last two years, I have long worked to represent ALL member agencies, including Paradise Irrigation District. As ACWA's Vice President I built momentum on [several key initiatives](#), to best serve the needs of ACWA members, and I plan to continue this as President.

To learn more about my background, qualifications, and vision for ACWA, please [visit my webpage](#). I will work to continue ensuring that ACWA offers value for all member agencies. So, let's work together and further ACWA's voice as a leader on California water issues. I kindly ask for your support by [passing a resolution](#) and by having your agency's authorized representative cast their vote for me to serve as ACWA President.

Thank you very much for your consideration. If you have any questions or comments, please feel free to contact me any time at CGreen@OCWD.com or (714) 321-0522...your input is always welcome!

Cathy

Sent from my iPad



COMMITMENT · EXPERIENCE · LEADERSHIP

ACWA BOARD MEMBER

- ACWA Vice President (2022-current)
- Executive Committee (2020-current)
- Region 10 Chair (2018-2019)
- Region 10 Vice Chair (2016-2017, 2020-2021)
- Region 10 Board Member (2012-2021)

ACWA COMMITTEES

- Water Quality Committee (2012-current)
- Energy Committee (2019-current)
- State Legislative Committee (2012-2015)

ORANGE COUNTY WATER DISTRICT

- President (2015-2016, 2022-current)
- 1st Vice President (2013, 2014, 2019-2022)
- Director (2010-current)
- Joint Planning Committee: Chair
- Labor Ad Hoc Committee: Chair
- Communications/Legislative Liaison Committee: Vice Chair

CIVIC AND PROFESSIONAL EXPERIENCE

- Santa Ana River Flood Protection Agency: Chair
- CalDesal: Director
- City of Huntington Beach Mayor (2003, 2009)
- Councilwoman (2002-2010)
- Registered Nurse
- Law degree

My vision for ACWA is to embrace its motto -- Bringing Water Together -- which, for me, is about unifying ACWA members and working collaboratively with diverse stakeholders to find smart solutions to the challenges we are now facing.



CATHY GREEN BIOGRAPHY

In December of 2021, Cathy Green was elected vice president of the Association of California Water Agencies (ACWA) for a two-year term. She has served as an active member of ACWA since 2012, including serving on ACWA's executive committee since 2020, the ACWA Board since 2016, and the Region 10 Board from 2012-2021. She held the position of ACWA Region 10 chair from 2018-2019 and served as vice chair from 2016-2017 and 2020-2021. Cathy Green has also served on several ACWA committees including the water quality committee since 2012, the energy committee since 2019, and the state legislative committee from 2012-2015.

Cathy Green was elected to the Orange County Water District (OCWD) Board of Directors in November 2010 and was re-elected in 2012, 2016 and 2020. She was selected by the Board to serve as its 2015, 2016 and 2023 president. She served as 1st vice president in 2013, 2014 and from 2020 to 2022.

Cathy Green currently serves as vice chair of National Water Research Institute, a 501c3 nonprofit that collaborates with water utilities, regulators, and researchers in innovative ways to help develop new, healthy, and sustainable sources of drinking water.

Prior to Cathy Green's service on OCWD's Board, she was elected to two consecutive terms on the Huntington Beach City Council where she served two terms as mayor. Cathy Green has been involved as a council liaison and committee member on many city boards, commissions and committees. She served on the Orange County Transportation Authority Board and was a director of OC Clean Tech.

Cathy Green serves on the boards of the Huntington Valley Boys and Girls Club and the Orange County Explorer Program; serves on the Huntington Beach City School District Medi-Cal Collaborative; is a director of the Prime Health Foundation and the Huntington Beach Hospital; is a member of the American Legion Unit 133 Auxiliary, Huntington Beach Community Emergency Response Team (CERT) and the Elks Lodge 1959; and is on the advisory board of the Bolsa Chica Conservancy. She is a founding member of Amigos de Bolsa Chica.

In addition, her community involvement has included serving as president of the Therapeutic Riding Center and the Huntington Beach Community Clinic, chair of the Orange County Emergency Medical Care Committee and of Explorer's/Learning for Life, first aid chair of Huntington Beach CERT, and board member of the OC Boy Scouts of America Council and American Family Housing.



Cathy Green is the recipient of many awards. Her most recent is a 2020 Boys and Girls Clubs of America National Service to Youth Award. In 2010, she was the recipient of the Spurgeon Award, and, in 2005, she was named Woman of the Year by then State Senator John Campbell. Other awards include the 2006 United Way Excellence in Child Care Planning, the 2007 Peace Maker Award from the Greater Huntington Beach Interfaith Council and the Golden West College Pillar of Achievement Award. She has also been recognized as Huntington Beach's Citizen of the Year by the Huntington Beach Chamber of Commerce, a Huntington Beach Soroptimist's Woman of Distinction and a Bolsa Chica Conservancy Conservator of the Year.

Cathy Green is a registered nurse and holds a degree in law. As a nurse, she worked in the health care areas of intensive care, student health, community health, and patient advocacy. In addition to nursing, she gained experience with a variety of environmental projects while associated with Lockhart and Associates.

Cathy Green has been a resident of Huntington Beach since 1970 where she raised her two children, Teresa and Tom, with her late husband Peter.

As ACWA's Vice President since 2022, I have and will continue to diligently listen to and work on behalf of all ACWA members. My vision for ACWA is to fully embrace its motto of *Bringing Water Together*. I believe that we can accomplish this by unifying ACWA members and collaborating with stakeholders to find effective solutions to the challenges we face.

As your ACWA President, I will continue to advance the momentum I have built on key initiatives including: 1) advocating for state accountability on water infrastructure investments and policy issues, 2) spearheading the ACWA Council of Past Presidents to mentor new members so that they are aware of membership benefits, and 3) furthering ACWA's economical, efficient, and effective member services through sound fiscal, HR, managerial, and administrative practices.

I will also work on three new initiatives including: 1) re-examining ACWA dues to provide equity for all members, 2) strengthening the Association's ability to attract, develop, and retain top industry talent, and 3) increasing non-dues revenues.

I ask for your vote so that I may continue working to ensure ACWA offers value for all members. My experience, qualifications, decade long ACWA membership, and role as ACWA Vice President have provided me a unique understanding of ACWA as the nation's largest statewide coalition of public water agencies. Please contact me any time at 714.321.0522 or CGreen@OCWD.com.

ACWA Board Member and Committees

- ACWA Vice President (2022-current)
- Executive Committee (2020-current)
- Region 10 Chair (2018-2019)
- Region 10 Vice Chair (2016-2017, 2020-2021)
- Region 10 Board Member (2012-2021)
- Water Quality Committee (2012-current)
- Energy Committee (2019-current)
- State Legislative Committee (2012-2015)

Orange County Water District

- President (2015-2016, 2022-current)
- 1st Vice President (2013, 2014, 2019-2022)
- Director (2010-current)
- Joint Planning Committee Chair
- Labor Ad Hoc Committee Chair

Civic, Professional Experience

- Huntington Beach Mayor (2003, 2009)
- Council Member (2002-2010)
- Registered Nurse
- Law degree



Paradise Irrigation District

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

DATE: 6/16/2023

TO: Board of Directors

FROM: Tom Lando, District Manager

RE: Proposed Tentative Agreement between Paradise Irrigation District and the Management Unit Represented by Teamsters, Local 137

The term of the prior Agreement Governing Employment Conditions, Salaries and Benefits for Employees in the Management Unit covered the period July 1, 2021 – June 30, 2023. The term of the proposed Agreement shall be from July 1, 2023 through June 30, 2028.

The recommended form of motion would be:

“I move to ratify the Proposed Tentative Agreement between Paradise Irrigation District and Teamsters Union Local 137 and update the terms of the agreement in the Rules and Regulations Governing Employment Conditions, Salaries, and Benefits for Employees of the Paradise Irrigation District Management Unit effective July 1, 2023 through June 30, 2028.”

**RULES AND REGULATIONS
GOVERNING EMPLOYMENT CONDITIONS,
SALARIES AND BENEFITS FOR EMPLOYEES
OF
PARADISE IRRIGATION DISTRICT
In The
MANAGEMENT UNIT**

July 1, 2023 – June 30, 2028

Adopted by the Board of Directors of the PARADISE IRRIGATION DISTRICT
and the Management Unit Employees

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FOREWORD

The Paradise Irrigation District is a California irrigation district governed by a Board of Directors elected by the people. It operates under the authority conferred by the Water Code of the State of California. It makes no profit and is operated for the sole benefit of the lands and people within its boundaries. The benefits they can derive from it will be measured by the extent to which the people within the District and employees of the District cooperate to make it a success. Details of carrying out the Board's policies and desires are in the hands of full-time officers and employees who serve at the pleasure of the Board.

Employees of the Paradise Irrigation District are under Social Security immediately upon employment and are covered by the State of California Unemployment and Disability Insurance Program. The District has retirement, medical, dental, vision, life insurance and long-term disability plans for employees.

Employees are expected to be loyal to the District and are required to be friendly and courteous to the public and their fellow workers.

GENERAL DEFINITIONS

1. "District Officers" are those elected as provided in the Water Code of the State of California and consist of the Board of Directors.
2. Appointive officers or employees are those appointed by the Board of Directors and serve at the pleasure of the Board. They consist of the Secretary, District Manager, Treasurer, and any other person whom the Board desires to appoint.
3. "Department Heads" are the District Manager and any other person whom the Board desires to appoint.
4. "Continuous Employment" as used herein shall be calculated to include time spent on certain authorized leaves of absence, vacation, short-term disability, and sick leave.
5. "Paid" status as used herein is considered to include any time where compensation is earned from the District. This would include vacation, sick leave, bereavement leave, jury duty, compensatory time off, regular pay and overtime.
6. "Unpaid" status as used herein is considered as any time during any pay period where compensation is not received directly from the District. This would include time off due to worker compensation leave, pregnancy disability leave, unpaid Family & Medical Leave Act, unpaid leave of absence, etc.
7. Management Unit employees are: Treatment Plant Superintendent, Field Superintendent, Assistant Engineer, Assistant Field Superintendent, Treatment Plant Operations Supervisor, Office Manager, Distribution Maintenance Supervisor, District Secretary, and Information Systems Manager.
8. Equivalent Working Days is considered seven and one-half (7 ½) or eight (8) hours based on a 37.5 or 40 hour work week.

ARTICLE I

Statutes Pertaining To Employer-Employee Relations

1. The PARADISE IRRIGATION DISTRICT is a public agency formed and existing under the laws of the State of California.
2. Government Code Sections 3500 through 3509 apply to and govern the employee-employer relations in the PARADISE IRRIGATION DISTRICT.
3. Teamsters Local No. 137 (Teamsters) is recognized as the exclusive representative of the Management Bargaining Unit.

ARTICLE II

Employee Organizations

1. The District may grant the exclusive status of a recognized employee organization to any employee organization which shall from time to time be designated by employees of the District as their representative on matters relating to employment conditions and other matters of employee-employer relations.
2. District may in its sole discretion ascertain and confirm from time to time by secret ballot or otherwise whether or not an employee organization holding the status of recognized employee organization is in fact entitled under the Government Code of the State of California to that status and in fact is the recognized representative of any employee.
3. Representatives of recognized employee organizations will be permitted access to District property to confer at reasonable times with District employees on matters of employer-employee relations, but such representatives shall not interfere with the work in progress, and shall request and receive the authorization of the District's Manager or his representative before entering the premises.
4. The District recognizes the right of the Management Unit to appoint Representatives.. The recognized employee organization shall notify the District in writing as to such Representatives' identities and of subsequent appointments, if any. It is understood that employees appointed as Representatives shall, nevertheless, be required to and shall work full time in their respective classifications and shall not interrupt the work of other employees.
5. The District shall provide and permit recognized employee organizations reasonable use of the bulletin board at the District corporation yard, Water Treatment Plant, and Administration Office.
6. District will deduct dues of a recognized employee organization from the compensation of employees who execute appropriate forms authorizing the deduction. Each recognized employee organization for whom the deduction is made shall pay a service charge to District of no more than \$4.00 per month for expenses of District. Failure to make the payment shall be grounds for District terminating the deductions from the employee's compensation.
7. The District shall provide notice and input to the Management Unit in the event the District initiates a movement to consolidate to another public or private agency the functions of the District. The District will provide for continuance of the terms of the agreement with the Management Unit.

In the event the District is taken over by a non-District, upon initiation of such action the District will assure employees of continuance of 90 days of employment or equivalent benefit.

8. The District has the right to rearrange its business, direct the work force, and institute such reasonable rules governing the conduct of business, as, from time to time, are deemed desirable, provided that no such rule shall be violative of applicable law.

ARTICLE III

Employee Status

A. Definitions

1. A "Regular Employee" is an employee who has successfully completed an initial evaluation period and continues employment with the District in a regular classification on a full-time basis. The duration of employment is indefinite.
2. An "Introductory Employee" is defined as an employee hired in a regular classification. An introductory employee will receive not less than the minimum rate for the job. Upon completion of at least twelve (12) months' continuous service with the District and upon being officially accepted by District as a regular employee, an introductory employee will be given the status of a regular employee. During the initial evaluation period the introductory employee may be terminated with or without cause, and the termination will not be subject to the Grievance Procedure.
3. A regular part-time employee is an employee who has successfully completed an initial evaluation period and continues employment with the District on a part-time basis. The duration of employment is indefinite. If a regular part-time employee is normally scheduled to work at least 20 hours per week, certain benefits are provided on a pro-rata basis, according to hours worked. Eligibility and participation in benefit programs is fully subject to the provisions governing the District's group insurance plans and other benefit policies.
4. A "Temporary Employee" is an employee hired for an indefinite period not intended to exceed eight (8) months. These employees are not hired to perform work in a regular classification. A temporary employee will receive not less than the minimum rate for the job. A temporary employee may be terminated with or without cause, and their termination will not be subject to the Grievance Procedure. Temporary employees will not be eligible for any employee benefits herein provided, other than overtime at the rates and under the terms specified hereafter.

B. Introductory Employees and Applicants.

1. Introductory Management employees shall be hired at an appropriate rate determined by the District Manager as established in the salary schedule range to fill a vacancy or an allocated position, and shall serve an initial evaluation period of at least twelve (12) months before becoming a regular employee. A satisfactory medical examination at District cost may be required and a pre-employment drug test indicating negative for safety sensitive positions will be required prior to final acceptance as an introductory employee. An introductory employee is subject to termination for any reason during the initial evaluation period.
2. All persons employed by the District are hired subject to salary deductions covering federal income tax, social security and State Disability insurance. District pays medical,

dental (including orthodontic coverage), and vision coverage for eligible employees and their dependent(s) on the first of the month after thirty (30) days employment, group life for each employee after thirty (30) days, long term disability after thirty (30) days, and a retirement benefit for eligible employees.

3. A person returning from a District approved leave of absence without pay, or one who was separated from his position in good standing may, upon recommendation of the District Manager and the approval of the Board of Directors, be returned to the same salary for the position which they occupied on the effective date of their leave, or, resignation. Persons returning and not so recommended will be considered introductory employees.

C. Retirement

1. Retirement Dates

- a. Normal Retirement: Normal Retirement Date will be the first day of the month on or following a 65th birthday.
 - b. Early Retirement: Employees that have reached a minimum age of 55 with 20 or more years of service shall be eligible for medical insurance benefits as provided to employees for the employee and their partner upon retirement until normal full Medicare benefits become available for the employee. The District will contribute a percentage of the cost based on their age plus their years of service. The District contribution shall be as follows: 75 = 50%; 80 = 75%; and 85+ = 100%. The difference in District contribution and like coverage shall be borne by the ex-employee. Employee must be in good standing at time of termination or retirement and will not be eligible if terminated for cause. This benefit shall supercede any and all previous health plans made available for retired or terminated employees. The employee will be asked to sign an agreement recognizing that if coverage under the District employee medical insurance plan cannot be provided or is of lesser coverage, the District will not be liable for providing replacement coverage, nor will the District make compensating monetary payments to the retired employee.
 - c. Late Retirement: Employees will be allowed to continue to work for the District as long as they are physically and mentally able to perform the duties of their assigned positions. The District reserves the right to discharge any employee, regardless of age, when in the opinion of the District such employees are unable to safely and adequately perform the duties of the job.
2. Information in regard to retirement benefits or elections is available from the District Manager. At least ninety (90) days before reaching Normal Retirement Date, District employees will be required to notify the District whether they will elect to retire upon that date. For purposes of alerting such employees to conditions of employment beyond the Normal Retirement Date, a letter will be sent approximately one hundred thirty-five (135) days before that date.

ARTICLE IV
Wages and Other Terms and Conditions of Employment

A. Wages and Hours

1. The list of job classifications and applicable wage rates for the Paradise Irrigation District Management Unit are set forth in Schedule-A. Upon both parties' ratification of this Agreement, PID will begin processing a one-time off the salary schedule payment of \$2,000. This one-time off the salary schedule payment is subject to standard withholdings and is not considered base-pay. Effective July 1, 2023, the salary schedule listed in Schedule-A shall increase by 8.5%. On July 1 of 2024, 2025, 2026, and 2027, salary schedule listed in Schedule-A shall increase 4%.
 - a. The District is currently working with CPS HR services to perform a compensation study including wages; both parties agree to a wage reopener based on the results of that study.
2. All employees shall have their wages calculated and paid every two (2) weeks. Pay periods begin at 12:00 a.m. every other Saturday. Pay periods will be scheduled by the District to provide for pay checks to be issued every other Friday (one week after the end of the pay period) unless that day is a non-work day for the District forces, in which case the pay day shall be the last preceding work day prior to the non-work day.
3. Payment for part of any pay period for officers and employees who are absent from duty for any reason not authorized by sick leave, disability leave, accrued vacation time, compensatory time off, or by special permission for a particular reason or purpose, shall be paid the net number of days or portion thereof they work in the pay period concerned. In computing this, the net working days shall be determined by applying the hourly equivalent to the hours actually worked, as shown in Schedule A.
4. Temporary workers replacing an absent regular employee or authorized by the Board of Directors may be paid at an hourly rate set by the Manager using the Board of Directors approved Schedule of Classifications and Salary Ranges, Schedules A.
5. The District's normal workweek consists of five/eight hour days (40 hours per week) for the Water Treatment Plant, Transmission & Distribution, and Engineering departments, and five/seven and one-half hour days (37 ½ hours per week) for Administration. Depending upon operational requirements and consent of the District Manager, an alternative (or flexible) work schedule is permitted, subject at all times to the needs of the District and may be modified as those needs dictate. The flexible hours program may be terminated at any time at the District Manager's discretion.

During each two week pay period, flexible schedules must be arranged to attain eighty (80) hours of work for Water Treatment Plant, Transmission & Distribution, and Engineering, or seventy-five (75) hours of work for Administration.

6. In an emergency, the regular work hours or work days may be rescheduled without prior notice by the District, providing regular work hours shall not exceed eight (8) hours on a

scheduled work day. An emergency is defined as a sudden and unforeseen event giving rise to the need for immediate District action to protect the public interest.

7. Management unit employees as of July 1, 2023 are salaried with exempt status with the following considerations:
 - a. 80 hours of administrative leave will be awarded on July 1st of each year. A maximum of 80 hours may be accrued. 40 hours of administrative leave may be sold each year.
 - b. District Secretary will receive \$250.00 for attending Board Meetings outside of regular work hours.
 - c. For the positions of Field Superintendent, Assistant Field Superintendent, and Treatment Plant Superintendent who receives a call, text, e-mail, etc., outside of their normal scheduled hours or the District Engineer between 9:00 PM and 6:00 AM, regarding District business which requires an immediate response shall be considered a call and will be paid at a rate of \$150/call. This response can be as simple as a phone call or as complex as going to work. All work done in response to the initial call will count as one call.

8. MEALS

- a. Non workday- When the District requires an employee to work on their non-workdays or outside of their regular hours on workdays, and the employee has not been given sufficient notice to enable them to prepare meals, the District will provide meals approximately every four (4) hours therefore, insofar as it is possible for the District to do so. The cost of such meals and a reasonable length of time necessarily taken to consume the meal will be at the District's expense.
 - b. Workday- If the District requires an employee to perform work for two (2) hours or more beyond regular work hours, it will provide that employee with a meal and with meals at intervals thereafter of four (4), but no more than six (6) hours, as long as the work continues insofar as it is possible for the District to do so. The reasonable length of time to consume the meal and the cost of same will be at the District's expense.
 - c. Meals provided during overtime hours will be reimbursed at the rate of:

Breakfast	\$ 8.00
Lunch	\$ 8.00
Dinner	\$12.00
9. Rest and Break Time: The District encourages its employees to take a 15-minute break in the morning and a similar break in the afternoon.
 10. After each officer or employee is hired and before beginning actual work, they must meet Federal and State requirements for employment.
 11. District will pay employees involved in distribution system installation, maintenance and operations positions, the compensation premiums designated below, provided they obtain certification from the American Water Works Association's approved certification program or California State Equivalent designation as required by the Department of

Health Services for Water Distribution System Operators the additional compensation calculated at the following hourly rate:

<u>Grade</u>	<u>Amount (As of 07/01/11)</u>	<u>Positions Eligible</u>
D-1	25 cents per hour*	All
D-2	62 cents per hour*	All except Admin.
D-3	99 cents per hour*	**
D-4	***	***

*Amounts to be indexed for COL annually from 5/1981. (COL is defined as U.S. Department of Labor, Bureau of Labor Statistics U.S. City Average Consumer Price Index for Urban Wage Earners and Clerical Workers [CPI-W]). NOTE: adjustments will be made July 1 of each year. (Base year July 2000)

**Other positions requiring certification by any applicable regulatory agency.

***The District and Management Unit will meet and confer on this amount and the positions eligible if this certification is required by any applicable regulatory agency. Office employees are eligible for D-1 certification pay. Office employees shall be eligible to receive the equivalent of D-2 certification pay upon the successful completion (a "C" or better) of a three semester unit or equivalent educational course that is applicable to their job duties. Prior approval of course by the District Manager is required to be eligible. Three semester units is equivalent to 4.5 continuing education units or 48 classroom hours.

12. District will pay employees assigned to field duties which possess a valid California State Backflow Certification an additional \$.33 per hour as of 07/01/2011, (Base of \$.25/hr. indexed for COL annually from 5/1999).

13. District will pay an employee assigned to the duties of Safety Coordinator an additional \$.34 per hour as of 7/01/2011 (Base of \$.25/hr. indexed for COL annually from 5/1999).

14. Payment of certification, fees, testing, etc.

a. CERTIFICATION RENEWAL PAY

The District will pay for Certification renewals for all regular full-time employees holding the following Certifications: Distribution Operator, Treatment Plant Operator, Backflow Tester.

b. JOB RELATED TRAINING (CONTACT HOURS)

The District will pay for any job-related training, i.e. (contact hours as defined in Title 22 Code of Regulations, Division 4, Environmental Health, Chapter 13 Operator Certification), authorized for any position including transportation, housing, wages and meals.

c. EDUCATIONAL COURSES (SPECIALIZED TRAINING)

Individuals preparing for and taking tests for certification, i.e. (Specialized Training as defined in Title 22 Code of Regulations, Division 4, Environmental Health, Chapter 13 Operator Certification), will pay for the tuition, testing, and books, and

upon successful completion of classes and/or testing will be reimbursed for the costs incurred. All hours required to complete the course will be at the employee's expense. Any course taken through an Accredited Academic Institution such as Sacramento State University or the AWWA Water College will be considered as an educational course but may be used to satisfy contact hours.

d. **CERTIFICATION TESTING TIME OFF COMPENSATION**

The District will provide time off work with pay for an employee taking a certification or certification renewal test during normal working hours. If the employee fails to pass the test, the employee may be required to use vacation or compensatory time off to retake the test.

e. **EDUCATIONAL COURSE REIMBURSEMENT**

Any employee taking an educational course that is relevant to their job will be reimbursed for that course upon successful completion. Time spent attending classes and studying will be at the employee's expense.

f. **CONTACT HOURS**

Those personnel required to have a specified Certification for their position will be compensated for their Contact Hour Training as defined in section 15. b. **JOB RELATED TRAINING.**

Those personnel NOT required to have a specified Certification for their position but holding a certification will be compensated for their Contact Hours as defined in section 15. e. **EDUCATIONAL COURSES.**

B. **Promotion**

1. When other than temporary vacancies occur which the District intends to fill on a regular basis, the District will post vacancy notices for that position on all bulletin boards. Vacancy notices will be posted for a period of one (1) calendar week, and will set forth the date of posting, the nature and location of the job, its duties, qualifications and the rate of pay for the position. Employees may submit applications for such vacancies in writing to the District Office. The District need not consider the application of any applicant who does not, in District's estimation, possess the knowledge, skill, efficiency, adaptability and physical ability required for the job for which the application is made.
2. In filling vacancies, the District will give consideration to the employee's length of service with the District, and whether the applicants submitting applications for the vacancies possess the knowledge, skill, efficiency, adaptability and physical ability required for the job, among other relevant considerations. Regular employees who apply for consideration of promotion to a higher regular job classification than they currently hold will, if promoted to that position, serve an initial evaluation period of at least six (6) months before becoming a regular employee in that position. Should that employee not satisfactorily fill the requirements of that position they may be moved back to their previous position at their previous pay scale.
3. Whenever a vacancy occurs in any regular job classification, the District may in its

discretion leave that position vacant or temporarily fill such vacancy.

4. If a regular employee of the District shall be temporarily assigned to fill a higher classification than that employee's regular classification, and if the employee shall perform the duties for a minimum of one (1) hour during any workday, the employee shall be paid for actual hours worked in the higher paid classification at the rate of pay of the higher classification, in the step next higher to their normal rate of pay.

C. Layoff

1. When it becomes necessary for the District to lay off regular employees, the District will give employees involved as much notice as possible; but in no event will employees receive less than two (2) weeks notice of layoff. Where introductory or temporary employees are laid off no notice is required. District in determining what employee or employees to lay off, will give consideration to the ability of the employee to perform in classifications in which they are qualified as well as length of service with the District.

D. Grievance Procedure

A "grievance" is a claim by one or more unit members that there has been a violation, inequitable application, misinterpretation, or misapplication of a provision of these Rules and Regulations.

STEP 1: The initial step in the adjustment of a grievance shall be a discussion between the employee and/or their designated representative and the District Manager. A grievance shall be presented in writing within ten (10) days of the act or omission giving rise to the grievance. The Supervisor has five (5) workdays in which to consider the matter before making their reply to the appropriate party initiating the discussion. The discussion shall take place at such time as not to interfere with the work in progress. If the grievant is not satisfied with the supervisor's response, the grievant may, within ten (10) calendar days' receipt of the response, proceed to Step 2.

STEP 2: If the Grievance is not satisfactorily settled as provided in Step 1 above, it shall then be reduced to writing by the individual employee and/or their designated representative and presented to the District's Manager. The written Grievance shall contain all facts pertinent to the case including what conditions of employment the District is alleged to have violated and the correction or action desired. The District's Manager shall reply in writing within fourteen (14) calendar days after receipt of the Grievance setting forth their position on the matter. If it is determined it would serve any purpose in resolving the Grievance either party referred to in Step 2 may request a meeting with any or all persons involved during the exchange of written documents.

STEP 3: If no disposition is arrived at as provided in Steps 1 or 2, either of the aforementioned parties may within ten (10) calendar days following the Manager's written reply request a hearing, which shall be held within thirty (30) calendar days of the request, with the District's Administration & Personnel Committee. The party

filing the Grievance shall present to the Chairman of the Administration & Personnel Committee a written statement containing all facts pertinent to the case. This Committee shall conscientiously endeavor to effect a settlement with the individual employee and/or their designated representative.

STEP 4: If no disposition is arrived at as provided in Steps 1, 2, or 3, the employee and/or their designated representative may no later than ten (10) days following termination of the hearing or hearings before the District's Administration & Personnel Committee, request a hearing before the Board of Directors of the District. The Request for Hearing shall be in written form and shall be accompanied by copies of any written presentations and responses prepared and used in Steps 2 and 3. The Board of Directors shall then arrange for a hearing, to be held no later than forty-five (45) calendar days of receipt of the request, on the matter in which the Board may request any employee, person or any other party to be present. The employee filing the grievance and requesting the hearing shall have the right to present their grievance, or if they choose, to designate a representative who may present the grievance to the Board of Directors on their behalf. The rules of evidence under California law shall not apply to the hearing before the Board, and the Board in its discretion may limit the time to be used in the hearing. The Board of Directors shall consider fully presentations, discussions, statements and documents presented to it and shall make a decision on the matter. The decision of the Board of Directors of the District shall be final and binding upon the employee and/or their designated representative, and no right to rehearing shall exist. Decisions of the Board will be based upon established Rules and Regulations as contained herein wherever applicable.

E. Miscellaneous

1. Operators' Licenses are required of all employees operating District automobiles and automotive equipment. District will pay the license fee (less any Class C license fee), medical exam fee, and provide training for incumbent employees, in obtaining and renewing a Class A license. However, the District will pay a single fee; if retakes are required to obtain the license this cost will be the employee's expense. If needed, District will provide the necessary vehicle used for obtaining the Class A license. Also, subject employee must be insurable by District's insurance carrier. All new hires must satisfy this requirement prior to being hired, or, at District discretion, within the new hires' six (6) month initial evaluation period.
2. Should an employee fail to maintain the driver's license required for the job, the District may allow the employee up to sixty (60) days to obtain a proper reinstated license, during which time the employee may be assigned "non-driving" duties at the District's discretion. If, after sixty (60) days, an employee does not possess the appropriate license they may be terminated.

An extension of time may be granted by the Board depending upon the particular circumstances and the District's needs.

- F. Nepotism Policy - It is well accepted that employment of relatives in the same area of an organization can cause serious conflicts and problems with favoritism and employee morale. In these circumstances, all parties, including supervisors, leave themselves open to charges of inequitable consideration in decisions concerning work assignments, transfer opportunities, time-off privileges, training and development opportunities, performance evaluations, promotions, demotions, disciplinary actions, and discharge.

It is the District's policy that relatives of persons currently employed by the organization may be hired only if they will not be working directly for or supervising a relative.

If already employed, they cannot be transferred or promoted into such a reporting relationship. If the relative relationship is established after employment, the District will decide if a transfer is feasible and who is to be transferred.

In other cases where a conflict or the potential for conflict arises, even if there is no supervisory relationship involved, the parties may be separated by reassignment.

For the purposes of this policy, a relative is defined to include spouses, parents, children, brothers, sisters, brothers and sisters-in-law, fathers and mothers-in-law, stepparents, stepbrothers, stepsisters, and stepchildren. This policy also applies to individuals who are not legally related but who reside with another employee.

- G. Smoking Policy

The District is committed to a philosophy of good health and a safe work place. In keeping with this philosophy, it is important that the workplace and office environment reflect the District's concern for good health. Smoking is therefore not permitted inside District offices, vehicles, facilities or any indoor or enclosed work area, under any circumstances except for the lake patrol housing. Employees who wish to smoke must limit their smoking to break and lunch periods, and smoke only in areas where there is adequate ventilation to prevent smoke from entering non-smoking areas. Employees who smoke are expected to be considerate of non-smoking employees.

This policy shall pertain to both employees and non-employees. All employees and visitors are expected to follow this policy. Non-employees who are smoking shall be requested, where appropriate, to refrain from smoking.

- H. Light Duty Policy

An employee who is temporarily unable to perform his or her complete job duties by reason of industrial disability (Labor Code §3600) may be returned to work and given temporary light duties within his/her ability to perform with or without reasonable accommodations. Clearance to return to work, and any work restrictions, must be supplied by the employee's attending physician in writing prior to the employee returning to work. The duration of any such period of temporary work shall be determined by the District, but ordinarily will not exceed 60 calendar days. During such period, the District may require written certification by the employee's attending physician that the employee's disability is continuing to improve,

with a reassessment of any work restrictions.

The employee will be compensated at the rate of pay of his or her regular classification while engaged in such temporary duties provided that, in the opinion of the supervisor, the employee can perform a substantial amount of the essential duties in his or her job description. If the employee is unable to perform the essential duties in his or her job description with or without reasonable accommodations, the District may, if practical, assign the employee temporarily to work in a different job classification, in which case the employee will be compensated at the rate of pay established for that job classification.

Nothing contained in this policy requires the District to offer light duty to an employee who is unable to perform the essential duties of his or her job with or without reasonable accommodations, or to retain an employee on light duty for any period of time.

Nothing contained in this policy restricts the rights or duties of the District or its employees under Workers' Compensation laws, the Fair Employment and Housing Act, the Americans with Disabilities Act, or any other applicable laws.

ARTICLE V

Benefits

A. Workers Compensation Insurance

Compensation for on-the-job accidents is provided by District through a Workers Compensation Insurance Plan. It shall be the duty of all officers and employees to make an immediate report of accidental injury while working to their supervisor. Any recurrence of an old injury requiring medical treatment or hospitalization also must be reported immediately. Failure to do so will result in delay of compensation, or more serious difficulties including the possibility of disciplinary action for not reporting in a timely manner. Sick leave (if available) may be used for the initial three (3) days waiting period under an approved workers compensation claim, however, it may not be used to supplement workers compensation benefits for the lost time at work due to an industrial injury or illness.

Workers Compensation - Return to Work

For physical injury claims and stress related claims the District will require a full medical release from the treating physician prior to returning to work.

Employees who are incapacitated because of covered job related injuries or illnesses and cannot return to their prior duties, may be offered vocational rehabilitation if they are medically qualified and able to accept other employment.

B. Social Security

Social Security deductions are made beginning with the new employee's first salary check, as required by law.

C. Medical Insurance

The District will contribute to the employee's purchase of health benefits in the amount set forth below:

Employee:	\$849.18
Couple:	\$1698.36
Family:	\$2250.33

This cap will be indexed to the General Unit's cap for the term of the agreement (+ or -)

For Employees with a start date before October 1, 2021: Should the employee elect a premium that is less than the District's contribution amount, the employee can elect to have the difference in the District contribution and the cost of the premium deposited in: (1) his/her Health Savings Account or transferred to (2) his/her District sponsored 457 account, (3) his/her private IRA, or (4) as wages, subject to deductions. Employees must make their election in writing at the time they select their insurance plan. Should an employee wish to change the distribution method, he/she must provide the District thirty (30) days written notice prior to the desired change.

For Employees with a start date of after October 1, 2021: Should the employee elect a premium that is less than the District's contribution amount, the employee can elect to have 50% of the difference in the District contribution and the cost of the premium deposited in: (1) his/her Health Savings Account or transferred to (2) his/her District sponsored 457 account, (3) his/her private IRA, or (4) as wages, subject to deductions. Employees must make their election in writing at the time they select their insurance plan. Should an employee wish to change the distribution method, he/she must provide the District thirty (30) days written notice prior to the desired change.

Medical, dental, vision and hospital benefits, such as may be provided under Northern California General Teamsters Security Trust Select Plus plans, including health savings plans (HSA), begin on the first of the month following thirty (30) days of continuous employment and upon the applications of eligible employees being processed and accepted by the insurance carriers.

Continuation of Coverage: Employees and their spouses and dependents covered by District health, dental, and vision plans may have the right to choose a temporary extension of benefits at group rates, plus a small administration fee, in certain instances where coverage under the plans would otherwise end. Information regarding this extension of benefits (COBRA) is available at the District Office.

The employee or a family member of the employee has the responsibility of notifying the District of a divorce, legal separation, or of a child losing dependent status under the plans within thirty (30) days of the change. Employee may be responsible for the additional cost of coverage should this notification not occur. Paradise Irrigation District has the responsibility of notifying the administrators of the plans of an employee's death, termination of employment, reduction in hours, or Medicare eligibility. When the District is notified that one of these events has occurred, the District will in turn notify the employee that the employee or family member has the right to choose continuation coverage. The employee or family member has sixty (60) days from the date they would lose coverage because of one of the events described above to inform the administrators of the plans that the employee or family member wants continuation coverage.

D. Retirement

A retirement plan is offered to employees who are eligible and who wish to participate. The District contributes to such plan on behalf of the employees in accordance with such plan. Employees not electing to be a part of the retirement plan shall not receive any part of the sum that the District would have contributed to such retirement plan. See "Article III, Section C, Retirement" for information concerning retirement status. The District will contribute 9 % of the employee's base pay to the retirement plan. The District will match any employees' contribution one to one up to a maximum of 3%. The District's matching contribution shall be vested in 20% increments for the first five years of employment subject to current law. Changes to employee's contributions can be made according to the plan document.

E. Unemployment and Disability

California State Unemployment and Disability benefits are provided by the California State Employment Development Department. Currently, District funds the Unemployment Insurance Plan and the employee pays the required premium for State Disability Insurance.

F. Long-Term Disability Program

Long-term disability coverage is provided for eligible disabilities with a ninety (90) day elimination period and 66.67% of pre-disability earnings as defined and governed by the District's Long-Term Disability insurance plan with its carrier.

G. Life Insurance

District provides each regular full-time and regular part-time employee a Life Insurance Policy in the amount of \$50,000.00 effective on the first of the month following completion of sixty (60) days of work. In addition, employees have the option to purchase an additional \$50,000.00 Life Insurance through payroll deduction.

H. Flexible Benefits Plan

District will provide a Flexible Benefits Plan for dependent care assistance and for medical reimbursement. A copy of this plan will be provided to all eligible employees at Plan inception. The purpose of this plan is to provide employees of the District a Dependent Care Assistance Plan, and Medical Reimbursement Plan maintained by the PID. This plan is intended to qualify as a "cafeteria plan" under Section 125 of the Internal Revenue Code of 1986, as amended, and is to be interpreted in a manner consistent with the requirements of Section 125. Each employee whose employment is considered to be regular full-time will be eligible to participate in the Plan. An employee will become a Participant on the later of (a) the effective date or (b) the first day of the month following the date he or she becomes eligible to participate under the preceding sentence. If an employee does not elect to become a Participant on the first date of eligibility, such employee may elect to become a Participant on the first day of any subsequent Plan Year.

I. Observed Holidays - Holidays are established as follows:

1. New Year's Day
2. Martin Luther King's Birthday
3. President's Day
4. Cesar Chavez Day
5. Memorial Day
6. Juneteenth
7. Independence Day
8. Labor Day
9. Indigenous Peoples' Day
10. Veteran's Day
11. Thanksgiving Day
12. Friday after Thanksgiving

- 13. Christmas Eve
- 14. Christmas

Holidays occurring on a Sunday are normally observed on the following Monday. Holidays occurring on a Saturday are normally observed on the preceding Friday.

Holiday pay is based upon a 7.5 hour work day for staff assigned to a 37.5 hour work week and 8 hour work day for all others.

Employees on unpaid leaves of absence, for any reason, at the time of a Holiday observance will be ineligible for Holiday pay.

J. Vacation

Vacation leave for full time positions shall consist of: fifteen (15) equivalent working days during the first ten (10) years of continuous employment; twenty (20) working days after ten (10) years' continuous employment, twenty-five (25) working days after fifteen (15) years' continuous employment ; and thirty days after 20 years' continuous employment. Vacation will accrue only when on "paid" status. Vacation is earned each pay period and is available upon completion of each pay period. Vacation shall not accrue when on "unpaid" status.

On the fifth (5th) anniversary following the date of employment and in each fifth (5th) anniversary thereafter, the District shall grant each employee a service anniversary vacation of five (5) workdays with pay. A service anniversary vacation shall be in addition to the annual vacation allowance to which the employee may be otherwise entitled in that year and an employee who terminates employment with the District prior to reaching a fifth (5th) anniversary shall receive credit for one working day's vacation for each full year's continuous employment since the previous fifth (5th) anniversary or their original date of employment. The service anniversary vacation must be taken within one year of the date it is earned.

Absence because of injury or sickness which is covered by accumulated sick leave shall not be a bar to the granting of annual vacation as herein provided. The granting of any leave of absence without pay exceeding fifteen (15) calendar days shall cause the employee's eligibility date for the annual vacation to be postponed a number of days equal to the number of calendar days the employee is on leave without pay, less the first fifteen (15) calendar days of such leave.

All earned vacation may be taken only after accrual. A prorated accrual of annual vacation leave occurs at the completion of each pay period. The maximum accrual, excluding service anniversary vacation, can be no more than two years at the employee's current accrual rate. This may be extended by approval of the Manager if deferral of vacation leave is due to business necessity

Vacation periods are to be arranged with the employee's department head so that the time off will not interfere with the normal operation of the District.

Eligible employees about to be laid off and those whose employment is otherwise terminated

shall be paid for any earned but unused vacation as described above.

Vacation Buy / Sell Program

Employees who have been employed by the District for more than one year may sell to the District up to forty (40) hours of accrued unused vacation time upon thirty (30) days prior notice, provided that the employee takes a minimum of one half (1/2) the vacation time to which they are entitled within the same annual vacation period of the sold vacation time. An employee who has been employed by the District for more than one year may also buy from the District up to an additional forty (40) hours of vacation time within any calendar year for use during the same calendar year, provided that full and complete payment has been made for the purchased vacation time by salary modification prior to use of the vacation time.

K. Sick Leave

Sick leave is provided to eligible regular employees of the Management Unit at the rate of - (1) one equivalent working day per month. Sick leave is defined as absence from duty due to illness of employee or immediate family, non industrial injury or quarantine due to exposure to contagious disease. Starting the first working day of illness, non-industrial injury or quarantine due to exposure to contagious disease, the employee shall be paid at the rate of their base pay if they have sick leave available. The District Manager may require Physician certification for any sick leave absence of three (3) or more consecutive working days.

2. Immediate family includes: parents, children and spouses and are defined as follows:

A “child” means a biological, adopted or foster child, a stepchild, a legal ward or a child an employee has accepted the duties and responsibilities of raising, such as where a grandmother raises her grandchild.

A “parent” means a biological, foster or adoptive parent, a stepparent or a legal guardian. Mothers-in-law, fathers-in-law and grandparents are considered “parents” for the purposes of this law.

Sick leave will accrue only when on “paid” status. Sick leave is earned each pay period and is available upon completion of each pay period. Sick leave will not accrue when on “unpaid” status.

Accumulated vacation time or compensatory time off shall be used for sick leave at base pay rate after available sick leave has been exhausted.

Regular employees shall be allowed once a year to sell five equivalent days of sick leave annually if they use less than three equivalent days in the prior year and will have a minimum balance of thirty equivalent days after the sale. In the event of an extended medical absence, the District Manager may approve the sale of sick leave for employees that exceed the use of three days of sick leave.

Annually, November 1, an employee may elect to receive up to three (3) days pay or three (3)

days vacation or any combination in exchange for unused sick leave for the twelve (12) months preceding November 1.

Upon termination of employment from the District, employees will be compensated for unused sick leave at the following rates for up to a maximum of 120 days of their sick leave balance. Such compensation will be at the following rates:

After five (5) years of continuous employment – 25%

After 10 years of continuous employment – 40%

After 20 years of continuous employment - 50%

After 25 years of continuous employment- 60%

After 30 years of continuous employment- 75%

Available sick leave may be used for the initial three (3) day waiting period under an approved workers compensation claim; however, it may not be used to supplement workers compensation benefits for the lost time from work due to an industrial injury or illness.

L. Fitness for Duty

All employees must be fit for duty while in work status.

A fitness for duty evaluation may be made at the request of the District Manager and performed by the District's Medical Provider to determine that the physical and mental health of an individual is consistent with the performance of assigned duties in a safe and reliable manner. The initial evaluation will be at the District expense. The District will not cover subsequent visits with medical personnel.

A District Manager request for fitness for duty evaluation may be appropriate when:

The employee identifies a medical condition as a cause of a performance problem;

Behavior is observed that is not typical of the employee;

There is concern about whether the employee can work in a safe and reliable manner;

There is reasonable suspicion of substance abuse;

The employee requests a medically-based accommodation; or

There is a management concern about excessive use of sick leave.

Should it be determined that the employee is not fit for duty, they will immediately be placed on the appropriate available leave.

An employee removed from the workplace because of fitness for duty concerns must be cleared before returning to work by the District's Medical Provider at employee's expense.

Failure to comply with provisions of this policy may result in disciplinary action, up to and including termination.

M. Leave of Absence with Pay

Leave of absence with pay for full time officers and employees shall be granted by District in the following cases:

Upon the death of an employee's child (defined in Article V, Section K.1.), spouse, parent, (defined in Article V, Section K.1.) brother, sister, grandparent or grandchild, a period not exceeding three (3) consecutive working days. The Manager may approve an additional two (2) days of Bereavement Leave in special situations at his/her discretion.

For jury duty, official subpoena, or serve as a witness in court, the District provides normal base pay less any jury duty pay or witness fees received by the employee. The employee may keep any court reimbursements for mileage associated with jury duty. This provision shall not apply to personal court or legal action.

Leave of Absence without Pay

Leave of absence without pay may be granted by the District Manager or the Board of Directors for the following reasons:

- a. Illness or short term disability;
- b. Family Leave;*
- c. Pregnancy Disability Leave (PDL);**
- d. To take an educational course which will increase the employee's usefulness upon return to work;
- e. For personal reasons acceptable to the District Manager or the Board of Directors;
- f. For military service.

A leave of absence without pay may be for a period not exceeding one (1) year, except for military service when such service exceeds one (1) year.

*Family Leave: The District will grant eligible employees, with at least one year of continuous service up to 12 weeks of unpaid leave in a 12-month period for family care responsibilities and for the employee's own serious medical condition. The purpose of the family leave is to provide the employee with the right to take time off from work to bond with a child, to care for a family member or to recover from a serious illness without jeopardizing their job. The one-year period in which employees are entitled to take up to 12 weeks of FMLA leave is not a fixed period. The one-year period is determined on a rolling basis at the time an employee requests FMLA leave. Each time an employee requests FMLA leave, the immediately preceding 12-month period will be reviewed to ascertain the employee's remaining leave entitlement. Each time an employee requests FMLA leave, his/her remaining leave entitlement will consist of any balance of the 12-week entitlement which has not been used during the immediately preceding 12 months.

Example 1:

Employee X has the following FMLA leave record:

January 1, 2000:	3 weeks
April 1, 2000:	2 weeks
June 1, 2000:	3 weeks
November 1, 2000:	4 weeks

Employee X requests additional leave on December 1, 2000. Employee X has already used 12 weeks of FMLA leave within the immediately preceding 12

months, and therefore is not entitled to additional FMLA leave as of the date of the request.

Example 2:

Based upon the same leave record, Employee X requests additional leave on February 1, 2001. January 2000 no longer falls within the immediately preceding 12-month period. Employee X is entitled to take up to an additional three weeks of FMLA leave, assuming the reason for the requested leave qualifies for leave under the Family & Medical Leave Act.

Requested leaves must be submitted in writing and be approved in writing by the Manager before the leave begins. (Leaves over thirty [30] days must also be reviewed by the Board of Directors Personnel Committee.) In cases where it is impractical to submit this request before the leave begins, it shall be submitted as soon as possible after the requested leave begins.

The District will maintain coverage under any group health plan for the duration of the leave (for a maximum of twelve [12] weeks) and under the conditions of coverage that would have been provided had the employee been employed continuously during the leave. If the employee fails to return to work at the end of the leave period, the District has the right to collect the cost of the health benefit premiums from the employee. An employee who returns to work for at least thirty (30) days is considered to have “returned to work”.

****Pregnancy Disability Leave (PDL):** Any full or part-time regular female employee who is disabled by pregnancy, childbirth, or a related medical condition will, upon written request, be granted a pregnancy disability leave of absence (PDL) without pay not to exceed four (4) months.

An employee who is granted a PDL may utilize any accrued sick leave benefits and earned vacation benefits during the period of her leave. Any portion of the leave that occurs after all sick and vacation benefits have been exhausted shall be without pay.

Group insurance benefits and premium payments ordinarily provided by the District will remain in effect until the end of the month in which the leave terminates. Employees are expected to pay the full costs of these coverages thereafter. Employees are requested to notify the Manager that arrangements have been made with the Office Manager to pay for the costs of such coverages before the leave(s) begin(s).

Employees who require a PDL must notify their supervisor or the Office Manager in writing as soon as possible. These written notices should specify the commencement date(s) of the leave(s), the expected duration of the leave(s) and be accompanied by a signed physician’s statement of disability.

Written extension requests for PDL, not to exceed the four (4) month limitation, must be received by the Manager prior to the expiration of the approved leave(s) or within three (3) days of an absence. Employees who do not report for work at the end of an approved PDL will be considered to have voluntarily resigned. Employees returning from a PDL shall be required to provide a physician’s statement that indicates that they are medically able to return

to work.

For employees on PDL, the District guarantees reinstatement to the same or similar job with the same or similar duties, pay, and location unless granting such a leave would substantially undermine the District's ability to operate the business safely and efficiently. Employees on PDL will be credited with all service prior to the commencement of their disability, but not for the period of their disability.

N. Security

Security is important to everyone. Employees are asked to not discuss the security of the District premises or services with any individual not employed by the District. Additionally, neither the District nor its insurance carriers take any liability for an employee's personal belongings. Employees are encouraged to secure personal belongings to the best of their ability.

Since the District retains the right to search any District property or facility at any time (including employee-assigned desks, files and computer systems), if employees have anything of a private nature they do not want to be subjected to discovery during such searches, these items should be kept in the employees' briefcases, purses or lunch bags.

O. Dress and Grooming Standards

While the PID has no formal dress code, it is expected that all employees will dress in a manner consistent with good business practices. If for any reason an employee cannot dress in accordance with good business practices, or has a question about appropriate dress, the employee should discuss it with his/her managers.

1. Professional clothing is not required on a daily basis.
2. Professional clothing should be worn on days when professional contact is expected, including committee meeting days.
3. The basic rule is: "nothing too tight, short, ragged or dirty"
If in doubt, don't wear it!
4. Prescription Safety Eyewear In accordance with District Policy IV-15, the District will provide a reimbursement allowance up to \$200.00 once every two years for the purchase of prescription safety eyewear that meets current OSHA high impact requirements to those employees requiring corrective eyewear. Any and all costs exceeding the \$200.00 allowance for prescriptive safety eyewear shall be the sole responsibility of said employee. Providing a current eye examination and prescription to or from the District authorized provider is the responsibility of the employee and said employee shall incur the costs related to that examination.
5. Safety Toed Boots In accordance with District established Safety Toed Boot Guidelines, District field employees, including treatment plant personnel and lake

patrol personnel are PID-IBEW LOCAL UNION 1245 MOU 33 required to wear safety toed boots. The District will provide those employees required to wear safety toed boots, an annual boot allowance of \$250 to be used for the purchase of new boots or maintenance of existing work boots.

P. Lakeshore Recreation & Boating Permits

District shall provide to all regular employees of the District free Lakeshore Recreation and Boating permits under the same terms and conditions as such permits are issued to the public. Upon termination of employment the free permits shall lapse with no further force and effect.

ARTICLE VI

Discipline

A. Discipline

Violation of District policies and rules may warrant disciplinary action. The District has established a system of progressive disciplinary actions that include verbal warnings, written warnings, and suspension. The system is not formal and the District may, in its sole discretion, utilize whatever form of discipline is deemed appropriate under the circumstances, up to and including termination of employment subject to the terms of the Grievance Procedure.

It is intended that discipline be proposed for corrective purposes and to address deficiencies in work performance and behavior modification. The District expects its employees to carry out District policies and instructions from supervisors without criticizing or undermining those policies and instructions to District personnel, customers or the general public. Derogatory comments about the District, its policies, activities, personnel or governing body while on duty will not be condoned and may constitute the basis for discipline, demotion or discharge. Although an employee may have grounds for disagreement, such disagreement must not be insubordinate, slanderous, or libelous.

B. Prohibited Conduct

The following conduct is prohibited and will not be tolerated by the District. This list of prohibited conduct is illustrative only; other types of conduct injurious to security, personal safety, employee welfare and the District's operations also may be prohibited.

- a. Falsification of employment records, employment information or other District records.
- b. Falsification of any time card.
- c. Theft, abuse or misuse of District tools, vehicles, or equipment.
- d. Removing or borrowing District property without prior authorization.
- e. Unauthorized use of District's equipment, time, materials, or facilities.
- f. Provoking a fight or fighting during working hours or on District property.
- g. Wrestling, pushing, throwing objects, horseplay, and other forms of behavior which are, or can be destructive of property or endanger personal safety or the safety of others.
- h. Engaging in criminal conduct whether or not related to job performance.
- i. Causing, creating or participating in a disruption of any kind during working hours on District property.
- j. Insubordination, including but not limited to failure or refusal to follow the instructions of a supervisor or member of management (subject to safe working practices), or the

abusive or threatening language toward a supervisor, other members of management, coworkers, or PID customers.

- k. Using abusive language at any time on District premises.
- l. Failure to notify a supervisor when unable to report to work.
- m. Failure to notify supervisor prior to leaving work for any reason during normal working hours.
- n. Failure to observe working schedules, including rest and lunch periods.
- o. Failure to provide a physician's certificate when requested or to report to a required District paid physical examination.
- p. Sleeping or malingering on the job.
- q. Violation of any safety, health, security or policies, rules or procedures, including violation of the District's Illness and Injury Prevention Program.
- r. Committing a fraudulent act or breach of trust under any circumstances.
- s. Violation of the District's substance abuse prevention program.
- t. Unlawful harassment of any type.
- u. Excessive absences, unexcused absences, tardiness, and abuse of sick leave.
- v. Citation for moving violations in a District vehicle.
- w. Incompetence, including failure to pass on to supervisors or fellow workers information necessary for the proper execution of their duties.
- x. Unsatisfactory work performance, including engaging in personal business during working hours..

This list is not to be construed as all-inclusive, but merely the common causes for disciplinary action.

C. Just Cause

Application of this section shall be equally applied to all employees, and it is the express policy of this District to discipline only for just cause. The elements of just cause are:

- a. The employees had forewarning or foreknowledge of possible or probable disciplinary consequences for violation of the District rule or managerial order or the basis of discipline is so obvious that forewarning or foreknowledge can be inferred.

- b. The rule or managerial order violated was reasonably related to the orderly, efficient, and safe operation of the District.
- c. Determination by the Supervisor in charge or Department Head before administering discipline that the employee did in fact violate the rule or order of management.
- d. The investigation into the charge was conducted fairly and objectively.
- e. Proof indicates the employee is guilty as charged.
- f. The degree of discipline to be administered is reasonably related to the seriousness of the employee's proven offense.
- g. The degree of discipline may also be increased or tempered if mitigation or aggravating factors are present.

These factors include such circumstances as:

- (1) Employee's prior record.
- (2) Prior progressive discipline within a reasonable period of time for the same or similar violation.
- (3) Extenuating circumstances.
- (4) Employee's length of service.
- (5) Provocation leading to a violation.
- (6) Gravity of the consequences of the violation.
- (7) Impact of violation on District customers or the District's efficient operation.
- (8) Attitude of employee (desire and ability to learn from mistakes).

D. Progressive Discipline Procedure

When an infraction occurs, the Supervisor shall consider the elements of just cause. The following steps are not mandatory, and if the infraction is deemed to be sufficiently serious, the Supervisor may recommend more severe discipline.

1. Oral Warnings

An oral warning may be given to the employee regarding his failure to comply with the rule(s) or managerial order and very clearly state what is expected in the future.

- a. The Supervisor shall keep a record of the date, time, and particulars of the conversation;
- b. The employee shall be advised that a record of the oral warning is being kept, and that another warning may lead to more severe action.

2. Written Warning/Instruction

The particulars of the written warning/instruction (date of warning, rule violated, highlights of Supervisor's instructions, etc.) may be stated under "Reason for Warning". The Supervisor may stress again what is expected and what the consequences may be if there is no improvement.

3. Suspension Without Pay

Any single or combination of disciplinary action may be considered as a major infraction. Certain actions by an employee after the elements of just cause have been considered may be so serious as to constitute a major infraction. Suspension without pay may be imposed. However, an employee's rights to a grievance on such action are not impaired.

4. Discharge

Discharge will be considered for major infractions, and/or failure to respond appropriately to prior disciplinary action. Should events compel the Manager to take immediate action where discharge appears to be necessary, the employee may be immediately suspended for a specific period of time pending an investigation of the circumstances and a hearing based on the findings.

E. Disciplinary Records

Disciplinary records shall be kept as follows:

- a. An oral warning shall not be placed into a personnel file and shall remain with the employee's Department Head to be removed following the employee's next scheduled formal evaluation.

F. Demotion

Demotion to a position having a lower salary range may be imposed for disciplinary purposes. Demotions resulting from employee's inability to perform required duties, organizational changes, and layoffs are not disciplinary.

IN WITNESS WHEREOF, the parties hereto have executed this Memorandum of Understanding effective July 1, 2021

PARADISE IRRIGATION DISTRICT

BY: _____
SHELBY BOSTON, PRESIDENT

BY: _____
TOM LANDO, DISTRICT MANAGER

Teamsters Local NO. 137

BY: _____
BILL TAYLOR

BY: _____
BLAINE ALLEN

BY: _____
DAVE HAWLEY

***SCHEDULE A - MANAGEMENTGROUP SALARY
RANGES***

1-Jul-23			
Treatment Plant Superintendent	\$8,716	-	\$11,806
Field Superintendent	\$8,390	-	\$11,370
District Engineer	\$7,813	-	\$10,931
Assistant Engineer	\$6,378		\$7,902
Assistant Field Superintendent	\$6,378	-	\$9,844
Treatment Plant Operations Supervisor	\$6,378	-	\$9,844
Office Manager	\$6,378	-	\$9,844
Distribution Maintenance Supervisor	\$5,831	-	\$7,291
Executive Assistant / District Sec.*	\$6,378	-	\$9,844
IT System Manager	\$6,378	-	\$9,844
Administrative Assistant*	\$5,831	-	\$7,291

1-Jul-24			
Treatment Plant Superintendent	\$9,064	-	\$12,278
Field Superintendent	\$8,726	-	\$11,825
District Engineer	\$8,126	-	\$11,369
Assistant Engineer	\$6,633		\$8,218
Assistant Field Superintendent	\$6,633	-	\$10,238
Treatment Plant Operations Supervisor	\$6,633	-	\$10,238
Office Manager	\$6,633	-	\$10,238
Distribution Maintenance Supervisor	\$6,064	-	\$7,583
Executive Assistant / District Sec.*	\$6,633	-	\$10,238
IT System Manager	\$6,633	-	\$10,238
Administrative Assistant*	\$6,064	-	\$7,583

1-Jul-25			
Treatment Plant Superintendent	\$9,427	-	\$12,769
Field Superintendent	\$9,075	-	\$12,297
District Engineer	\$8,451	-	\$11,823
Assistant Engineer	\$6,898		\$8,547
Assistant Field Superintendent	\$6,898	-	\$10,648
Treatment Plant Operations Supervisor	\$6,898	-	\$10,648
Office Manager	\$6,898	-	\$10,648
Distribution Maintenance Supervisor	\$6,307	-	\$7,886
Executive Assistant / District Sec.*	\$6,898	-	\$10,648
IT System Manager	\$6,898	-	\$10,648
Administrative Assistant*	\$6,307	-	\$7,886

1-Jul-26			
Treatment Plant Superintendent	\$9,804	-	\$13,280
Field Superintendent	\$9,438	-	\$12,789
District Engineer	\$8,789	-	\$12,296
Assistant Engineer	\$7,174		\$8,889
Assistant Field Superintendent	\$7,174	-	\$11,073
Treatment Plant Operations Supervisor	\$7,174	-	\$11,073
Office Manager	\$7,174	-	\$11,073
Distribution Maintenance Supervisor	\$6,559	-	\$8,202
Executive Assistant / District Sec.*	\$7,174	-	\$11,073
IT System Manager	\$7,174	-	\$11,073
Administrative Assistant*	\$6,559	-	\$8,202

1-Jul-27			
Treatment Plant Superintendent	\$10,196	-	\$13,811
Field Superintendent	\$9,815	-	\$13,301
District Engineer	\$9,140	-	\$12,788
Assistant Engineer	\$7,461		\$9,244
Assistant Field Superintendent	\$7,461	-	\$11,516
Treatment Plant Operations Supervisor	\$7,461	-	\$11,516
Office Manager	\$7,461	-	\$11,516
Distribution Maintenance Supervisor	\$6,821	-	\$8,530
Executive Assistant / District Sec.*	\$7,461	-	\$11,516
IT System Manager	\$7,461	-	\$11,516
Administrative Assistant*	\$6,821	-	\$8,530

*Monthly Rates are computed on the basis of 37.5 hours per week (1950hours/year) all other Monthly Rates are computed on the basis of 40 hours per week (2080 hours/year).

Employees shall be eligible for an annual merit increase based on Employee's most recent performance appraisal. An overall rating of satisfactory shall rate a 2.5% increase in salary, at the discretion of the person performing the appraisal the employee may receive up to an additional 2.5% as a merit increase. These increases will continue annually until the maximum monthly rate is reached.

SCHEDULE B - CERTIFICATION PAY RATES

CERTIFICATION PAY RATES		
Certification Rates / Hr.		
	Each	Total
D1	\$ 0.27	\$ 0.27
D2	\$ 0.42	\$ 0.69
D3	\$ 0.42	\$ 1.11
D4	\$ 0.55	\$ 1.66
Safety	\$ 0.38	\$ 0.38
Backflow	\$ 0.38	\$ 0.38
Information Technology	\$ 0.37	\$ 0.37

Effective July 1, 2023