



# Paradise Irrigation District

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

## AGENDA

### REGULAR MEETING PARADISE IRRIGATION DISTRICT BOARD OF DIRECTORS PID BOARD ROOM

6332 CLARK ROAD, PARADISE, CA 95969

**WEDNESDAY, JANUARY 17, 2024 – 5:30 PM**

- ❖ *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](mailto:gborrayo@paradiseirrigation.com) or telephone (530) 876-2039 prior to 4:00 p.m. on the day of the meeting.*

\*\*\*\*\*

#### 1. **OPENING:**

- a. Call to Order
- b. Public & Board Members; please silence your cell phones.
- c. 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 – EXISTING LITIGATION (Paragraph (1) of subdivision (d) of Government Code Section 54956.9): Bay-Delta proceedings, including the Delta Conveyance Project, the associated environmental document and change petition pending before the State Water Resources Control Board, and the planned update to the Bay-Delta Water Quality Control Plan.
- b. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (California Government Code section 54956.9 (d)(1)). Pacific Gas & Electric Company Bankruptcy Proceedings, including PID claim against Fire Victim Trust. Bankruptcy Case No. 19-30088 (DM).
- c. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: One potential case.

- d. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957(b)).  
District Manager
- e. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957(b)).  
Assistant District Manager
- f. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957(b)).  
Finance & Accounting Manager

#### 4. ANNOUNCEMENT FROM CLOSED SESSION

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

- a. Approval of Meeting Agenda Order
- b. Approval of Minutes – Regular Meeting of December 20, 2023
- c. Approval of Equipment Purchase – Bare Blower for the Water Treatment Plant

#### 6. TREASURER'S UPDATE:

- a. **Treasurer's Report:** Review and acceptance of the Treasurer's Report for the period ending December 31, 2023. *Action may be taken.*
  - 1. [December Investment Summary](#) (Click link to view)

- b. **Statement of Investment Policy:** Review and reaffirm continuance and delegation of investment functions as provided in PID Rules and Regulations Chapter 14, Investment Policy. *Action may be taken.*

- c. **Expense Approval Report – December 2023:** Approval of payments consisting of check numbers 58074 to 58096 in the amount of \$1,472,864.91, and electronic payments of \$553,112.00 by EFT for the month of December 2023 for total payments of \$2,025,997.91, and authorization of a similar amount allowing or adjusting for extraordinary budget or Board approved items during the month of January 2024. *Action may be taken.*

- d. **Mid-Year Budget Review for 2023-2024:** Review of revenues and expenditures and recommended budget adjustments as proposed in the Fiscal Year 2024 Budget Update. *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.*

- a. District Manager's Report
- b. Customer Service Activity Report
- c. Field Operations Staff Report
- d. Water Treatment Plant Staff Report
- e. Engineering Report
- f. Water Supply Recovery Program Update: Progress update provided by Water Works Engineers
- g. Post Fire Disaster Public Assistance & Recovery Management Services Update: Update provided by Aptim Environmental & Infrastructure.

#### 8. UNFINISHED BUSINESS (Continued from December 20, 2023 Board Meeting):

- a. **Amendments to PID Customer Assistance Program** (Mickey Rich, Assistant District Manager): Consider proposed amendment to the Paradise Irrigation District Customer Assistance Program. *Action may be taken.*

#### 9. NEW BUSINESS:

- a. **Community Development Block Grant – Disaster Recovery Subrecipient Agreement** (Tom Lando, District Manager): Authorize approval of the Intergovernmental Subrecipient Agreement between the Town of Paradise and the Paradise Irrigation District to receive Community Development Block Grant – Disaster Recovery funds and authorize the District Manager to execute Agreement on behalf of PID. *Action may be taken.*

- (Pg. 101-102)      b. **Resolution of Appreciation to Marc Sulik** (Tom Lando, District Manager): Adopt Resolution No. 2024-01, a Resolution of Appreciation by the Board of Directors to Marc Sulik for his service as a member of the Board. *Action may be taken. (Roll Call Vote)*
- (Pg. 103-107)      c. **Committees of the District** (President Bob Matthews): Review and discussion regarding potential consolidation of committees and appointment of Board Members to committees for 2024. *Action may be taken.*
- (Pg. 108)            d. **Meetings of the Board of Directors – Regular Meetings** (Tom Lando, District Manager): Discussion regarding regular meeting schedule of the Board of Directors as presented under Chapter 4.1.A of PID Policy and Procedures. *Action may be taken to provide direction to staff.*

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

11. **ADJOURNMENT**

CONSENT CALENDAR  
REGULAR MEETING  
PARADISE IRRIGATION DISTRICT  
BOARD OF DIRECTORS

WEDNESDAY, JANUARY 17, 2024 – 5:30 PM

AGENDA ITEM 5 – APPROVAL OF CONSENT CALENDAR:

- A. APPROVAL OF MEETING AGENDA ORDER
- B. APPROVAL OF MINUTES – REGULAR MEETING OF DECEMBER 20, 2023  
**Action Requested:** Approve Minutes for the regularly scheduled meeting of the Board of Directors on December 20, 2023.
- C. APPROVAL OF EQUIPMENT PURCHASE (BLOWER FOR WATER TREATMENT PLANT).  
**Action Requested:** Approve purchase of a GD 856-ADO1 Bare Blower from Hoffman and Lamson for use in the treatment process in flushing the clarifiers.



MINUTES

REGULAR MEETING  
BOARD OF DIRECTORS  
PARADISE IRRIGATION DISTRICT  
DECEMBER 20, 2023

The regular meeting of the Board of Directors of the Paradise Irrigation District (PID) was called to order at 8:30 a.m. by President Shelby Boston followed by the Pledge of Allegiance to the Flag of the United States of America. President Boston also acknowledged Director Sulik's service as a Board of Director and noted he will be missed; adding he brought a level of calm, institutional knowledge, and leadership during his service and was wonderful to work with.

OPENING

BOARD MEMBERS PRESENT: Directors Elliott Prest, Chris Rehmann, Vice President Bob Matthews, and President Shelby Boston

ROLL CALL

BOARD MEMBERS ABSENT: Division 4 Director seat vacant following the resignation of Director Marc Sulik effective December 14, 2023.

STAFF PRESENT: District Manager Tom Lando, Assistant District Manager Mickey Rich, Finance Manager/Treasurer Brett Goodlin, District Engineer Blaine Allen, Assistant Engineer Bill Taylor, Treatment Plant Superintendent Rebekah Sorensen, Billing Technician Tracy Niemela, Recovery Project Coordinator Cierra Kirby, Administrative Assistant Sarah Fenton, and Secretary Georgeanna Borrayo

ALSO PRESENT: Consultants Sami Kader, Colleen Boak, and Joe Reiss with Water Works Engineers, Nicole Maddox, Brandon Kanatani, and Ondina Mendoza with APTIM Environmental & Infrastructure, and members of the public

There were no public comments.

PUBLIC COMMENT  
(Item 2)

President Boston turned the meeting over to District Manager Tom Lando to open Agenda item 3, Election and Appointment of Officers for 2023.

ELECTION &  
APPOINTMENT OF  
OFFICERS FOR  
2024  
(Item 3)

Office of President: District Manager Tom Lando accepted nominations for the office of President. Director Boston nominated Director Matthews. As there were no further nominations, Manager Lando called for a vote on the nomination to elect Bob Matthews to serve as President for 2024.

AYES: Directors Boston, Prest, Rehmann, and President Matthews  
NOES: None  
ABSENT: Division 4 Director Seat Vacant

OFFICE OF  
PRESIDENT:  
BOB MATTHEWS  
ELECTED

**Motion passes 4-0 to elect Bob Matthews to serve as President.**

Office of Vice President: President Matthews opened nominations for the office of Vice President. Commenting that the President and Vice President are involved with the current salary study and with Director Boston's knowledge in this area, President Matthews nominated Director Boston. Following close of nominations, President Matthews called for a vote on the nomination to elect Shelby Boston to serve as Vice President for 2024.

OFFICE OF VICE  
PRESIDENT:  
SHELBY BOSTON  
ELECTED

CONTINUED –  
OFFICE OF  
VICE PRESIDENT

AYES: Directors Boston, Prest, Rehmann, and President Matthews  
NOES: None  
ABSENT: Division 4 Director Seat Vacant

**Motion passes 4-0 to elect Shelby Boston to serve as Vice President.**

APPOINTMENT OF  
TREASURER AND  
SECRETARY

It was moved by President Matthews and seconded by Director Prest to appoint Brett Goodlin to serve as Treasurer and Georgeanna Borrayo as Secretary for 2024.

AYES: Directors Boston, Prest, Rehmann, and President Matthews  
NOES: None  
ABSENT: Division 4 Director Seat Vacant

**Motion passes 4-0**

APPROVAL OF  
CONSENT  
CALENDAR  
(Item 4.a – 4.e.)

President Matthews announced item 4.e has been removed from the agenda under the consent calendar as the proposal has not been received for the Generator Controller for the Tesla System at the Treatment Plant.

- 4.a. Approval of Meeting Agenda Order
- 4.b. Approval of Minutes – Regular Meeting of November 15, 2023
- 4.c. Approval to Adopt Resolution No. 2023-15 – Amendment to Appendix of Designated Positions under PID's Conflict of Interest Code
- 4.d. Award of Sand and Base Rock Deliveries for 2024 – Northstate Aggregate, Inc.
- 4.e. Approval to Purchase – Generator Controller for Tesla System at the Water Treatment Plant

It was moved by Director Boston and seconded by Director Prest to approve the Consent Calendar as amended with the removal of item 4.e. Directors' votes were polled as follows by roll call:

AYES: Directors Boston, Prest, Rehmann, and President Matthews  
NOES: None  
ABSENT: Division 4 Director Seat Vacant

**Motion passes 4-0**

ACCEPTANCE OF  
TREASURER'S  
REPORT FOR  
PERIOD ENDING  
NOV. 30, 2023  
(Item 5.a.)

Board members reviewed a written Treasurer's Report prepared by Finance Manager / Treasurer Brett Goodlin for the period ending November 30, 2023, highlighting the District's cash position, debt service analysis, operational overview, investment income, and grant income and reimbursements.

It was moved by Director Boston and seconded by Director Matthews to accept the Treasurer's Report as presented for the period ending November 30, 2023.

AYES: Directors Boston, Prest, Rehmann, and President Matthews  
NOES: None  
ABSENT: Division 4 Director Seat Vacant

**Motion passes 4-0**

EXPENSE  
APPROVAL  
REPORT FOR THE  
MONTH OF  
NOVEMBER, 2023  
(Item 5.b.)

Board members reviewed accounts payable expense reports for the month of November 2023. It was moved by Director Prest and seconded by Director Boston to approve payments consisting of check numbers 58071 to 58072 in the amount of \$1,196,091.45, and electronic payments of \$217,590.18 by EFT for the month of November 2023 for total payments of \$1,413,681.63, and authorization of a similar amount allowing or adjusting for extraordinary budget or Board approved items during the month of December 2023.

AYES: Directors Boston, Prest, Rehmann, and President Matthews  
NOES: None  
ABSENT: Division 4 Director Seat Vacant  
**Motion passes 4-0**

CONTINUED –  
EXPENSE  
APPROVAL  
REPORT

Finance and Accounting Manager / Treasurer Brett Goodlin provided a budget review for Fiscal Year July 1, 2023 through November, 2023, and noted highlighted cells in the Adjustment Suggestion column represent areas where a budget adjustment is recommended. For Capital and Recovery Projects, he is working with the District Engineer to determine projected costs for the remainder of the fiscal year to better define expenses for recovery efforts.

MID-YEAR BUDGET  
REVIEW FOR  
FISCAL YEAR  
2023-2024  
(Item 5.c.)

Director Boston indicated an overall summary of the total recommended adjustments would be beneficial and helpful for review purposes. Treasurer Goodlin confirmed additional detail will be presented to the Board in January.

Board members reviewed written Staff and Consultant Report updates provided in the agenda packet. Discussion included: 1) Staff will be consulting with CPS HR at times regarding complex HR matters. This will not be a significant expense and is within the District Manager's authority; 2) The Butte LAFCo, in coordination with Paradise Irrigation District, will be holding a public workshop at 5:00 p.m. on Tuesday, January 16, 2024 at the PID Clark Road office to provide a brief overview of the Draft Municipal Service Review for PID and answer community questions; 3) The Reservoir B Replacement Project is moving forward with Tank 2 now in service, and Tank 1 projected to go online this week; 4) Water Supply Recovery Program Update from Water Works Engineers; and 5) Post Fire Disaster Public Assistance & Recovery Management Services update from Aptim Environmental & Infrastructure with upcoming priorities and developments highlighted.

PID STAFF &  
CONSULTANT  
REPORT UPDATES  
(Item 6.a. – 6.g.)

Finance Committee: President Matthews reported meeting on December 7, 2023 to discuss the budget, which has been reviewed under agenda item 5.c. this evening.

COMMITTEE  
REPORTS  
(Item 7.a. – 7.d.)

Community Relations Committee: Discussion at the December 12, 2023 committee meeting included updates relating to community relations activity and public outreach, PID Electronic Sign Proposal, Prescribed Fire Survey, and recommended clean-up and fence repairs at the PID Demonstration Garden.

PID / Town of Paradise Liaison Committee: Director Boston reported meeting on December 13, 2023 in the PID Board Room. Discussion included rebuild updates from PID and Town Staff, as well as the frequency of future meetings with a consensus to hold a liaison committee meeting twice a year in the spring and fall and alternating meeting locations between PID and the Town of Paradise.

2023 ACWA Fall Conference: Director Rehmann reported attending the 2023 ACWA Conference November 28<sup>th</sup> to 30<sup>th</sup> and found it to be highly informative. Some of the multiple programs included Proposition 218 and dealing with lower water demands and ensuring Prop. 218 cost-of-service principles are met in setting water rates, navigating upcoming federal and state PFAS compliance standards, alternative funding options for critical infrastructure costs, and various legislative updates such as information relating to groundwater recharge, etc.

There was no unfinished business to report.

UNFINISHED  
BUSINESS  
(Item 8)

NEW BUSINESS:

STRATEGIC PLAN  
DEVELOPMENT  
CONSULTANT  
(Item 9.a.)

Assistant District Manager Mickey Rich reported the Board of Directors wishes to refresh its current Strategic Plan. The initial kickoff conference will include review of documents, and interviews with Board members and staff, followed by two strategic planning workshops.

It was moved by Director Boston and seconded by President Matthews to authorize the District Manager to enter into an agreement with Rauch Communication Consultants, Inc. for strategic planning consultation for a cost not-to-exceed \$30,000.

AYES: Directors Boston, Prest, Rehmann, and President Matthews

NOES: None

ABSENT: Division 4 Director Seat Vacant

**Motion passes 4-0**

DISASTER  
RECOVERY  
MANAGEMENT  
SERVICES  
AGREEMENT –  
AMENDMENT 7  
(Item 9.b.)

Amendment 7 is provided for consideration to allow for continuation of the services being provided under the original Disaster Recovery Management Services Agreement through December of 2025. Scope of Work includes construction contract management and inspection services for the remainder of the anticipated duration of the Meter Installation and Service Lateral Replacement Phase 3 Project, and Main Replacement Project Phase 1 Construction Management.

It was moved by Director Prest and seconded by Director Rehmann to authorize approval of Amendment 7 and direct Staff to increase Water Works Engineers contract not-to-exceed amount by \$6,999,279.00 to a total contract to date of \$17,769,703.00 for disaster recovery engineering services being provided under the original Agreement dated March 14, 2019.

AYES: Directors Boston, Prest, Rehmann, and President Matthews

NOES: None

ABSENT: Division 4 Director Seat Vacant

**Motion passes 4-0**

ANNUAL DAM  
SURVEILLANCE –  
CALENDAR YEARS  
2024 THROUGH  
2026  
(Item 9.c.)

Assistant Engineer Bill Taylor reported the District distributed a Request for Proposal (RFP) to five engineering firms to conduct an annual evaluation of the safety of the dams and report their findings to the State Department of Safety of Dams. Proposals were received from three firms: GEI Consultants, Genterra Consultants, Inc., and Slate Geotechnical Consultants. Director Boston recommended review of contract language in reference to additional funding requests by the contractor.

It was moved by Director Rehmann and seconded by Director Prest to authorize the District Manager to enter into an agreement with GEI Consultants to perform dam surveillance services as described in their proposal for the years 2024 through 2026 for a cost not-to-exceed \$82,930.00.

AYES: Directors Boston, Prest, Rehmann, and President Matthews

NOES: None

ABSENT: Division 4 Director Seat Vacant

**Motion passes 4-0**

PROPOSAL FOR  
CONTINUATION OF  
THE PARADISE  
DAM SPILLWAY  
EVALUATION –  
PHASE IIA

On August 24, 2023, the Department of Water Resources, Division of Safety of Dams (DSOD) issued a reply letter regarding the District's Phase 1 Spillway Condition Assessment Report for Paradise Dam, which was prepared by Genterra Consultants and submitted to DSOD on May 9, 2018. DSOD has concurred with the recommendations that would be required for implementing risk-reduction measures and long-term repair of the spillway at Paradise Dam (Phase IIA).

It was moved by Director Prest and seconded by Director Rehmann to authorize acceptance of the proposal from Genterra Consultants, Inc. to perform the services described in the proposal to prepare plan and schedule, develop recommendations for maintenance and repair, and perform additional assessment tasks Phase IIA to 5 for a total cost of \$111,634.00.

AYES: Directors Boston, Prest, Rehmann, and President Matthews  
NOES: None  
ABSENT: Division 4 Director Seat Vacant

**Motion passes 4-0**

For consideration, is a proposed amendment to the District's contract with CPS-HR for the Classification and Total Compensation Study. The amendment extends the timeline only to May of 2024.

It was moved by Director Boston and seconded by Director Prest to approve the first amendment to the agreement between CPS HR and Paradise Irrigation District for the Classification and Total Compensation Study.

AYES: Directors Boston, Prest, Rehmann, and President Matthews  
NOES: None  
ABSENT: Division 4 Director Seat Vacant

**Motion passes 4-0**

Paradise Irrigation District is looking to upgrade the street-front sign that is currently located outside of the main office on Clark Road. Proposed pricing options and sign dimensions include fabrication and installation of electronic message board according to approved artwork, engineering fees and permit procurement and permit fees.

It was moved by Director Rehmann and seconded by Director Prest to approve the upgrade of PID's signage on Clark Road to electronic sign Option #1 in an amount not to exceed \$97,507.71 by Visual Impact Signs.

AYES: Directors Boston, Prest, Rehmann, and President Matthews  
NOES: None  
ABSENT: Division 4 Director Seat Vacant

**Motion passes 4-0**

In a memo to the Board, staff indicated the District has received multiple correspondence from customers asking for relief from paying the minimum ready-to-serve fees. As an alternative to allowing customers to "disconnect" from the District, the Board may consider offsetting some of these costs with non-rate revenue. Potential options identified in the memo:

Low Income Customers: Provide a monthly bill reduction for customers offset with non-rate revenue.

Standard Customers: Defer payment to annual assessment by agreement (This plan will require additional research and coordination with the county).

Feedback from Board Members included: 1) Deferring payment to the annual assessment does not solve the issue; 2) Concern for very low-income individuals who resided in this community pre-fire and not having a solution for individuals struggling to pay their bills that are no longer residential customers in the District; 3) Recommend further research with Legal Counsel.

CONTINUED –  
PROPOSAL FOR  
CONTINUATION OF  
THE PARADISE  
DAM SPILLWAY  
EVALUATION  
PHASE IIA  
(Item 9.d.)

CPS HR  
CONTRACT  
AMENDMENT –  
COMPENSATION  
STUDY TIME  
EXTENSION  
(Item 9.e.)

PID ELECTRONIC  
SIGN PROPOSAL  
RECOMMEND-  
ATION  
(Item 9.f.)

DISCONNECT  
POLICY  
DISCUSSION –  
OPTIONS FOR  
ALTERNATIVE  
PAYMENTS  
(Item 9.g.)

CONTINUED –  
DISCONNECT  
POLICY  
DISCUSSION

PID Staff will consult with Legal Counsel to further evaluate options and parameters regarding the District's discontinuance of service policy and funding considerations to offset costs with non-rate revenue sources.

DIRECTOR  
VACANCY,  
DIVISION 4  
(Item 9.h.)

Members of the Board discussed the division 4 director vacancy resulting from the resignation of Director Marc Sulik effective December 14, 2023, and reviewed the requirements for filling the vacancy.

It was moved by Director Prest and seconded by Director Rehmann to authorize staff to distribute a press release announcing the District is seeking candidates to serve as an appointed director for the Division 4 director seat and authorize setting a special meeting date on Tuesday, January 30, 2024 at 4:30 p.m. to meet with qualified candidates who have expressed interest in the division 4 director vacancy.

AYES: Directors Boston, Prest, Rehmann, and President Matthews

NOES: None

ABSENT: Division 4 Director Seat Vacant

**Motion passes 4-0**

DIRECTORS'  
COMMENTS  
(Item 10)

Director Rehmann: Expressed appreciation to Blaine Allen and Bill Taylor for the informative tour of PID facilities and congratulated Mickey Rich for 25 years of service and Georgeanna Borrayo for 20 years of service.

Director Prest: Echoed Director Rehmann's comments and complimented the Water Treatment Plant on the organization and housekeeping of the facility.

ADJOURNMENT OF  
MEETING

There being no further business, it was moved by President Matthews to adjourn the regular meeting of the PID Board of Directors at 10:11 a.m. Members of the Board will now convene to hold an annual meeting of the PID Public Facilities Financing Corporation Board.

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

\_\_\_\_\_  
Bob Matthews, Vice President





# Paradise Irrigation District

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

**DATE: January 17, 2024**  
**TO: Board of Directors**  
**FROM: Rebekah Sorensen, Water Treatment Superintendent**  
**RE: GD 856-ADOI Bare Blower Purchase**  
**01/17/2024 Board of Directors Meeting**

A necessary part of the treatment process is “flushing” the clarifiers, which uses blowers to push air through, and agitate the filter media and send to waste debris collected throughout the clarifying process. To then put the clarifier back in rotation clean and refreshed. The treatment plant currently has two blowers that are original to the plant, they are simultaneously used to create enough movement in the media to clean the clarifiers in a reasonable amount of time. We recently had put our spare blower motor online for the blower in question, and when the job was completed, we were informed that this blower has three times more vibration than the other. Possibly being the reason, the motor had to again be replaced. We are looking to acquire a new blower and send the original to be rebuilt to have as a spare, as the other blower is also original to the plant. Though we do know the cost of a new blower, we will not know the cost to repair the existing blower until they are able to see and assess what work is needed.

We have received a quote from Hoffman and Lamson for a GD 856-ADOI Bare Blower for a total of \$44,226.78. When contacting the manufacturer, we were directed straight to Hoffman and Lamson as the sole source for purchasing one of these blowers. I am requesting board approval up to \$44,226.78 to purchase a GD 856-ADOI Bare Blower that meets the needs of the treatment plant from Hoffman and Lamson.

Action Requested:

*"Approve the purchase of an 856-ADOI Bare Blower in the amount \$44,226.78."*

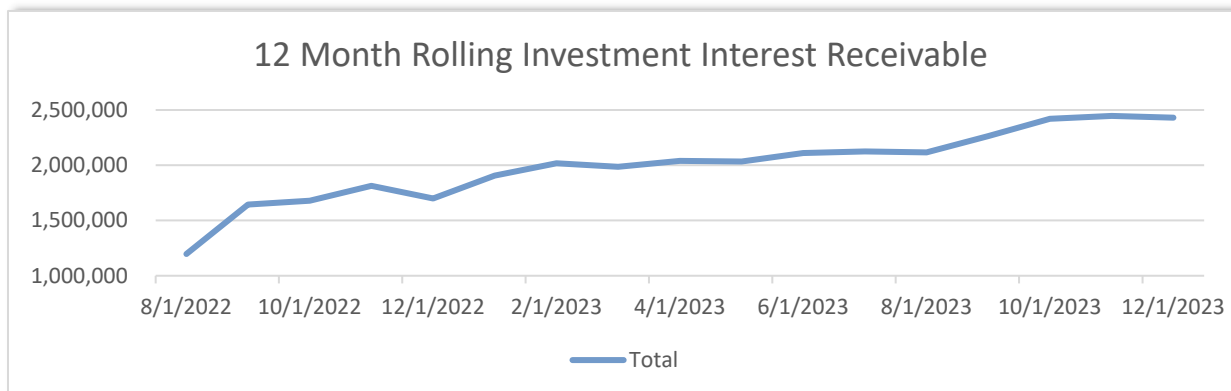
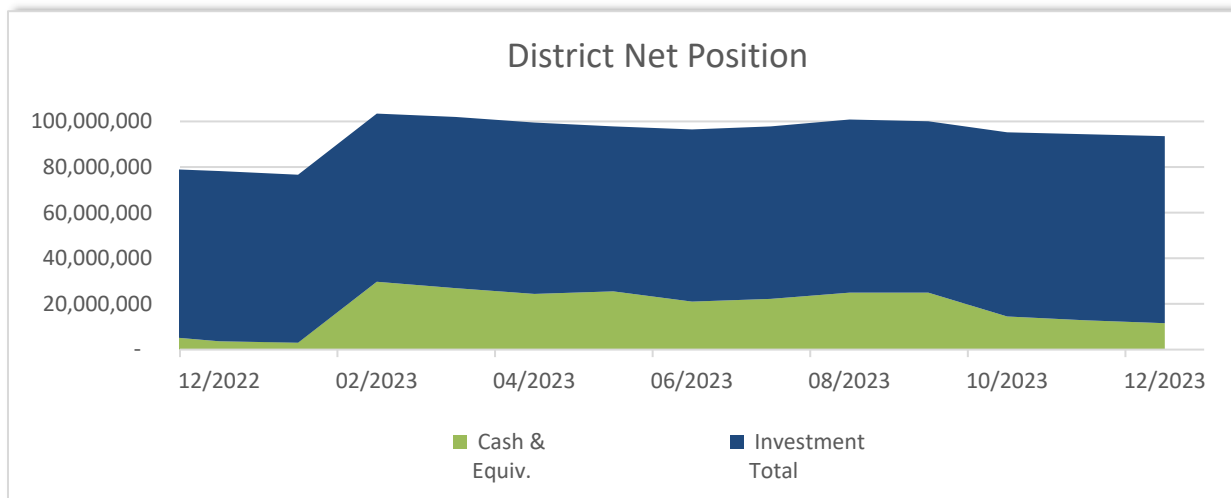


# Paradise Irrigation District

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## Treasurer's Report – December 2023

1. **Cash & Investments** – As of month end the District's net position was \$93,505,015, down 0.9% from last month.
  - a. Cash holdings at Tri Counties Bank: \$1,785,317 @ 3.441%
  - b. Cash holdings at CA CLASS: \$9,597,828 @ 5.5417%
  - c. Cash holdings at LAIF: \$2,615 @ 3.99%
  - d. Cash holdings at Meeder Investments: \$108,724 @ 5.26%.
  - e. Securities holdings at Meeder Investments: 82,010,530 @ 3.88%

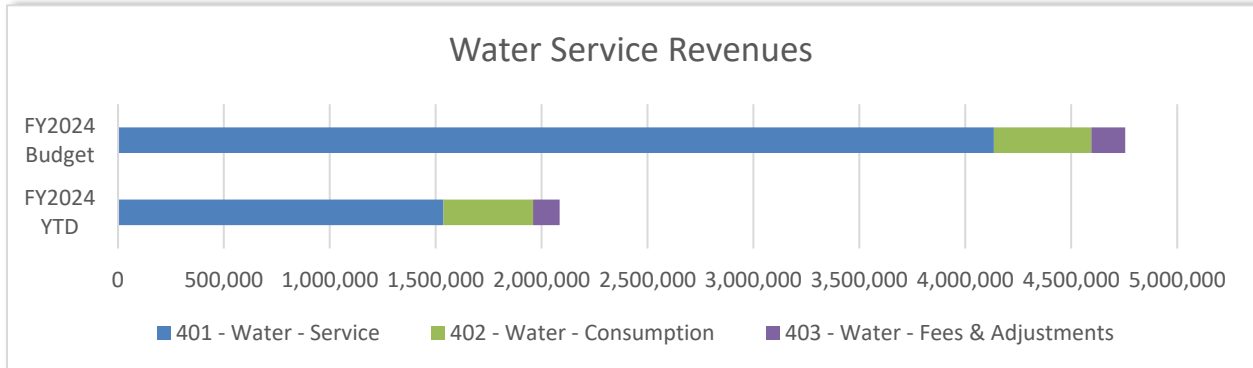


2. **Debt Service** – As of month end the District's outstanding debt was \$1,423,765. This fiscal year, the District will pay \$44,867 in interest.
  - a. 2017 Refinance Loan (Truist): \$307,670 at 2.28%
  - b. 2007 Magalia Bypass Loan (iBank): \$1,053,095 at 1.00%

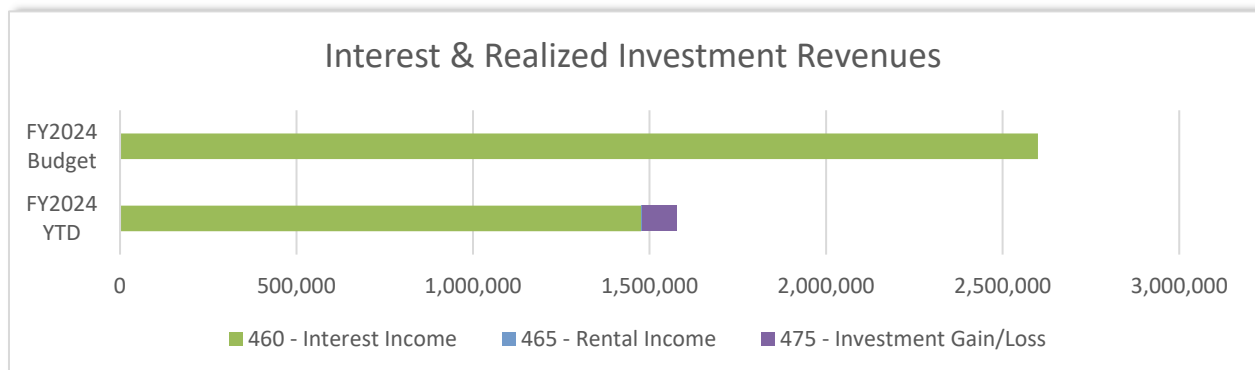


3. **Revenues** – As of month end the District’s total income recognized YTD was \$16.9M.

a. <u>Operating Income</u>	<u>YTD</u>	<u>BUDGET</u>
Service Charges, Fees, & Consumption	\$ 2,407,885	\$ 5,310,232
Installations and Custom Work	\$ 153,709	\$ 66,000
Total Operating Income	\$ 2,561,594	\$ 5,376,232



b. <u>Investment Income</u>	<u>YTD</u>	<u>BUDGET</u>
Interest Income	\$ 1,476,249	\$ 2,600,000
Realized Investment Gain (Loss)	\$ 98,698	\$ - 0 -
Total Investing Income	\$ 1,574,948	\$ 2,600,000

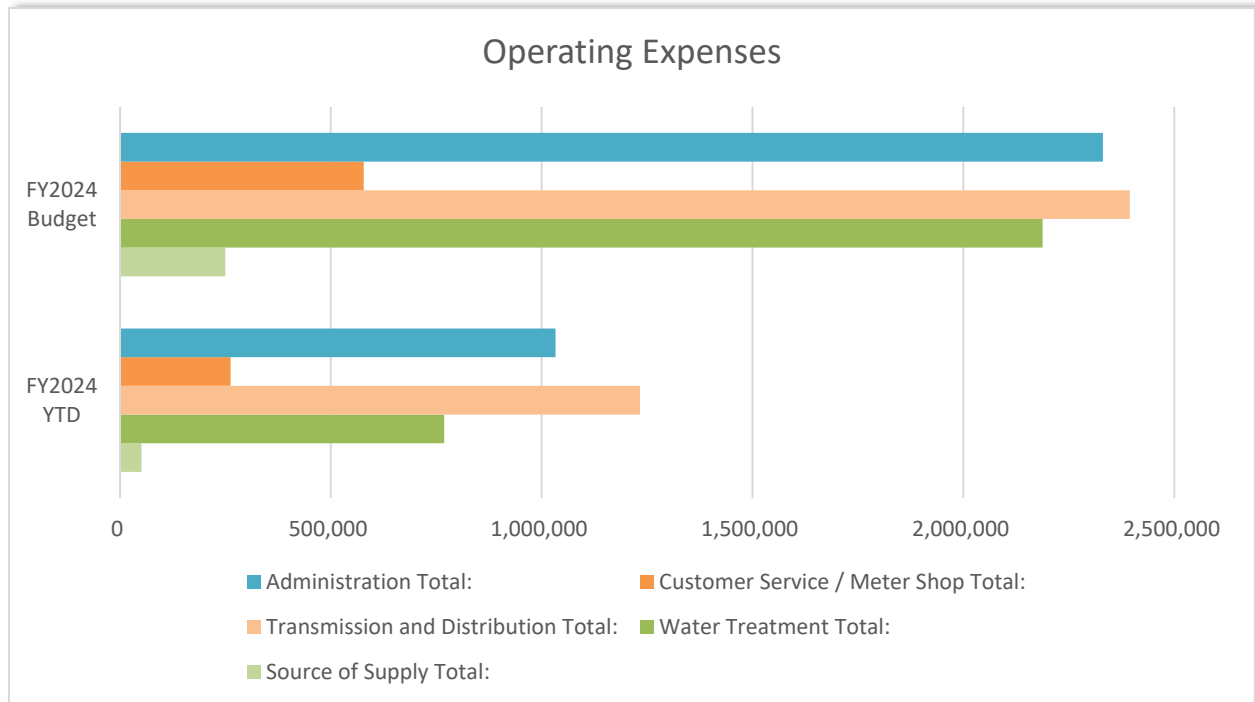


c. <u>Recovery / Misc. Income</u>	<u>YTD</u>	<u>BUDGET</u>
Reimbursements	\$ 119,623	\$ 273,000
Miscellaneous & Other	\$ 12,650,413	\$ 57,300,000
Total Recovery / Misc. Income	\$ 12,770,036	\$ 57,573,000

d. Customer Status:		
Active Customers	5,199	\$ 228,652 monthly revenue
Sealed Customers	4,105	\$ 90,268 monthly revenue
Disconnected	1,455	

#### 4. Expenses –

<u>Operating Expenses by Department</u>	<u>YTD</u>	<u>BUDGET</u>
Source of Supply & Treatment	\$ 819,977	\$ 2,438,000
T & D and Customer Service	\$ 1,498,793	\$ 2,973,000
Administration	\$ 1,032,971	\$ 2,331,000
Total Operating Expense	\$ 3,348,741	\$ 7,742,000



#### 5. Budget Highlights–

<u>Reporting Group</u>	<u>YTD Budget</u>	<u>Budget Remaining</u>
Operating Income	\$ 2,688,116	\$ 126,522
Salaries & Benefits	\$ 2,179,000	\$ 53,735
Utilities	\$ 160,500	\$ 10,294

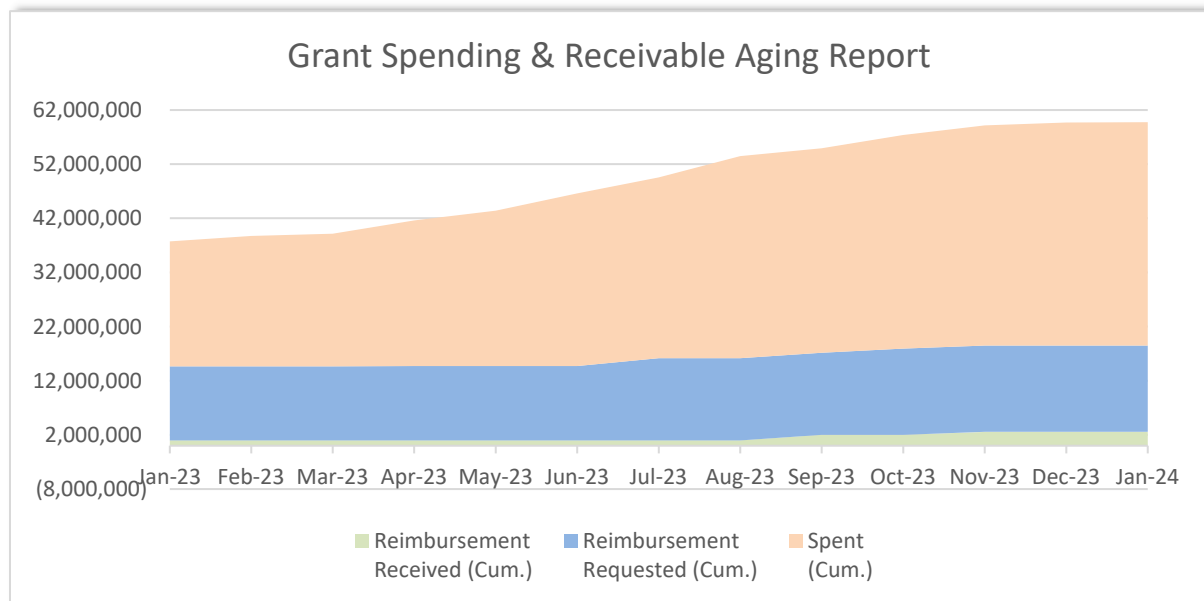
6. Capital & Recovery –

## Summary of reported projects

Period	Reimbursement Received (Cum.)	Reimbursement Requested (Cum.)	Spent (Cum.)	Awarded (Cum.)
Jan-23	989,212	13,677,826	23,047,637	92,142,018
Feb-23	989,212	13,677,826	24,070,452	92,142,018
Mar-23	989,212	13,677,826	24,482,462	92,142,018
Apr-23	989,212	13,732,984	26,887,635	92,142,018
May-23	989,212	13,732,984	28,671,464	92,142,018
Jun-23	989,212	13,732,984	31,877,698	92,142,018
Jul-23	989,212	15,166,975	33,375,328	92,142,018
Aug-23	989,212	15,166,975	37,314,591	92,142,018
Sep-23	1,994,388	15,166,975	37,769,082	92,142,018
Oct-23	1,994,388	15,940,105	39,442,046	92,142,018
Nov-23	2,565,152	15,940,105	40,638,137	92,142,018
Dec-23	2,565,152	15,940,105	41,173,485	92,142,018
Jan-24	2,565,152	15,940,105	41,233,795	92,142,018

## Projects being reported

MISLR 2	802,372	13,401,026	30,035,857	61,558,108
Reservoir B	- 0 -	- 0 -	9,052,516	21,787,417
Zone A	1,126,773	1,596,845	2,614,257	6,259,315
Magalia Dam	636,008	942,234	1,000,007	2,537,178

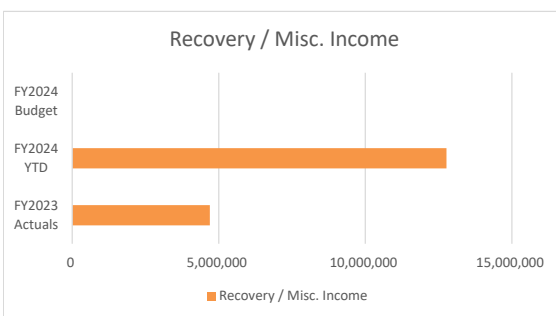
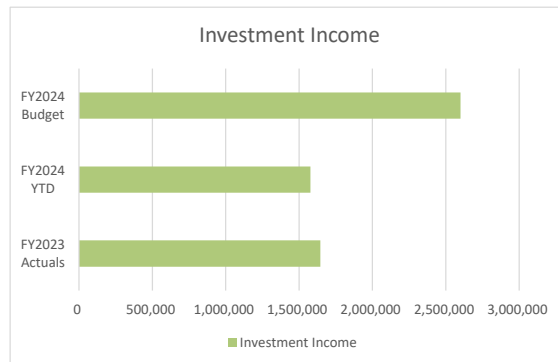
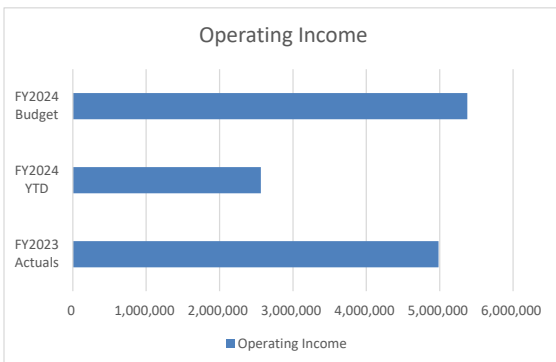


# Paradise Irrigation District

Treasurer's Report December 31, 2023

## Fiscal Year-to-Date Income & Expense Report

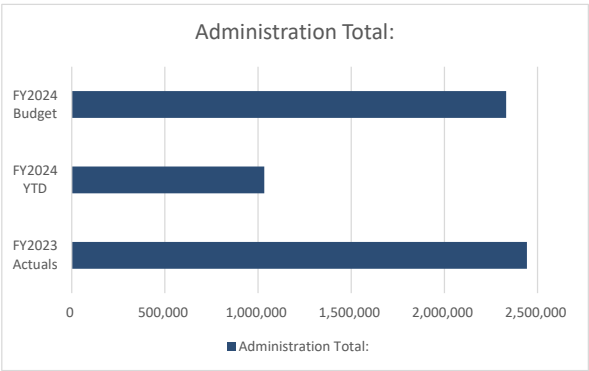
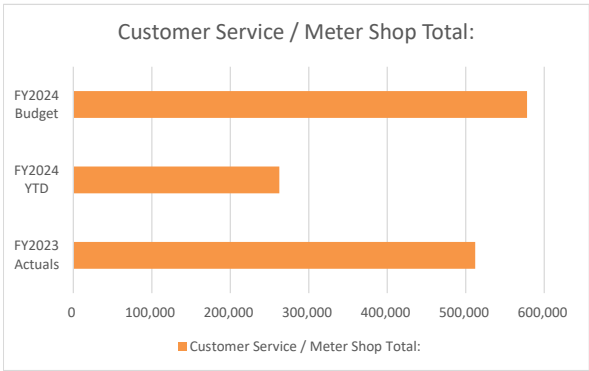
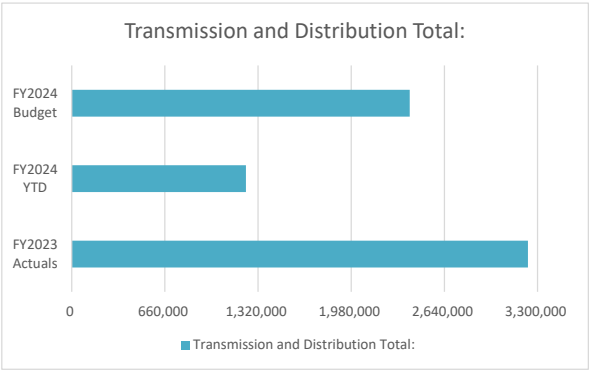
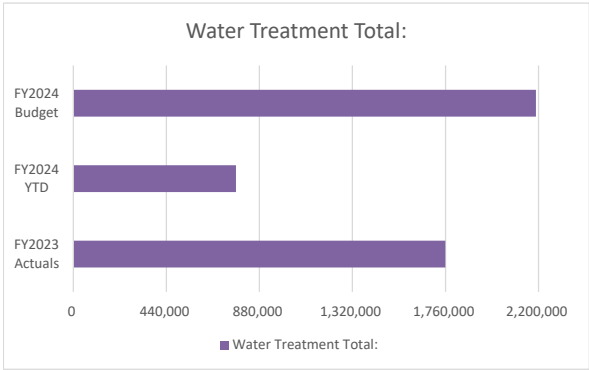
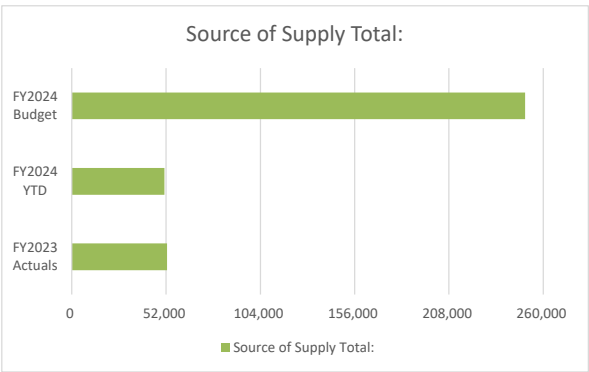
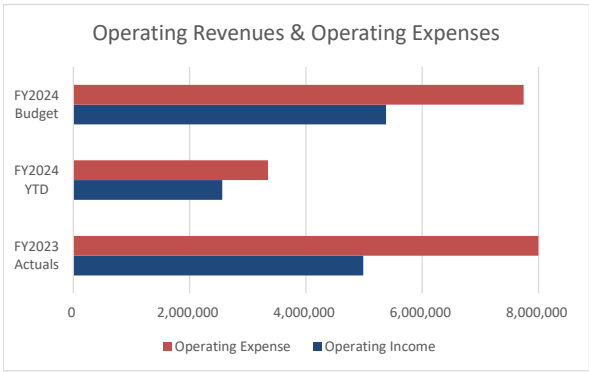
	FY2021 Actuals	FY2022 Actuals	FY2023 Actuals	FY2024 YTD	FY2024 Budget	% Budget Remaining
<b>Depart: 00 - Revenue</b>						
400 - Taxes - PID Share	317,000	288,006	184,088	209,562	330,000	36%
401 - Water - Service	3,034,810	3,758,352	4,158,838	1,536,921	4,135,232	63%
402 - Water - Consumption	(44)	0	128,971	422,925	460,000	8%
403 - Water - Fees & Adjustments	(2,408)	30,005	147,384	125,063	160,000	22%
405 - Outside Water Sales	126,556	214,169	241,404	113,414	225,000	50%
425 - Non-Recurring Services	328,365	373,989	124,243	153,709	66,000	Over
<b>Operating Income</b>	<b>3,804,279</b>	<b>4,664,521</b>	<b>4,984,929</b>	<b>2,561,594</b>	<b>5,376,232</b>	<b>52%</b>
460 - Interest Income	(52,878)	(14,962)	1,630,903	1,476,249	2,600,000	43%
465 - Rental Income	21,416	22,652	14,429	2,905	0	
475 - Investment Gain/Loss	21,416	22,652	-984,668	98,698	0	
<b>Investment Income</b>	<b>(31,462)</b>	<b>7,690</b>	<b>1,645,332</b>	<b>1,577,853</b>	<b>2,600,000</b>	<b>39%</b>
470 - Grant Income	0	1,360	0	0	0	
490 - Reimbursements	219,507	0	2,419,635	119,623	0	Over
495 - Grant Reimbursements	5,443,911	12,880,241	738,894	1,527,039	0	Over
499 - Other	9,766,341	120,739,779	1,533,825	11,123,374	0	Over
<b>Recovery / Misc. Income</b>	<b>15,429,759</b>	<b>133,621,380</b>	<b>4,692,354</b>	<b>12,770,036</b>	<b>0</b>	<b>Over</b>
<b>Total Revenue:</b>	<b>19,223,992</b>	<b>138,316,243</b>	<b>10,337,947</b>	<b>16,909,483</b>	<b>7,976,232</b>	<b>Over</b>



400 - Taxes - PID Share	Includes revenues distributed by Butte County for property tax assessments and liens.
401 - Water - Service	Includes revenues for monthly service fees for hydrant, business, irrigation, and residential meters.
402 - Water - Consumption	Includes revenues for metered water consumption.
403 - Water - Fees & Adjustments	Includes revenues for penalties, fines, and fees.
405 - Outside Water Sales	Includes revenues for water sales to other agencies.
425 - Non-Recurring Services	Includes revenues for service installs, upgrades, repairs, and other misc. work.
460 - Interest Income	Includes revenues earned from investments and savings.
465 - Rental Income	Includes revenues (net) earned from rental properties.
475 - Investment Gain/Loss	Includes revenues from realized and unrealized investment activity.
470 - Grant Income	Includes revenues from awarded grants that are not reimbursements.
490 - Reimbursements	Includes revenues from contracts, damage repairs, and small insurance claims.
495 - Grant Reimbursements	Includes revenues from requested expenditures of grant funds.
499 - Other	Includes revenues from settlements and all other sources that are nonrecurring.

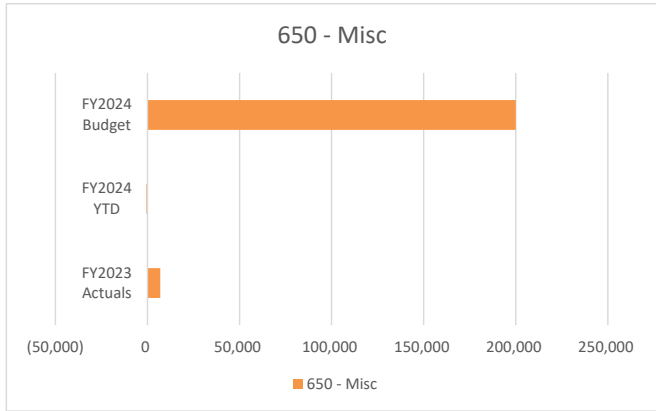
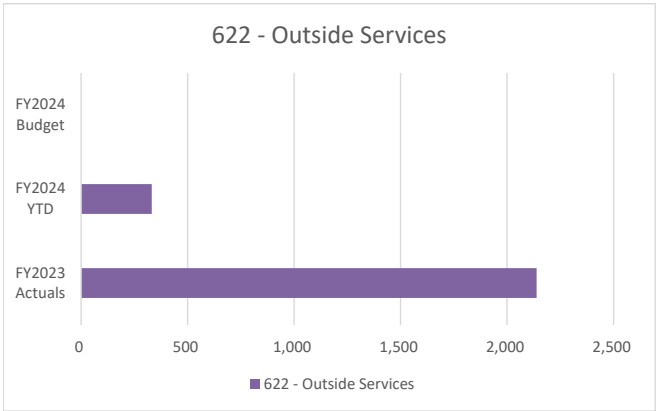
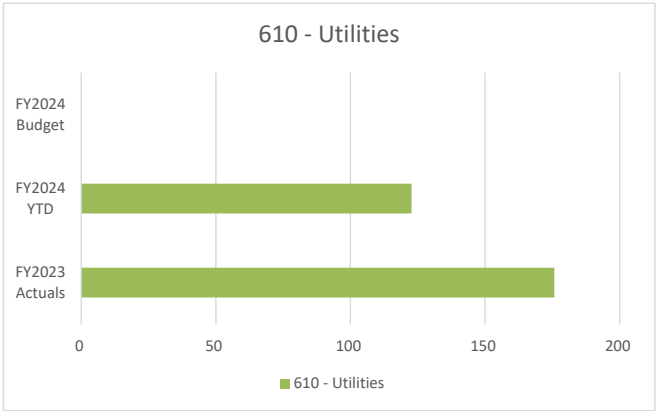
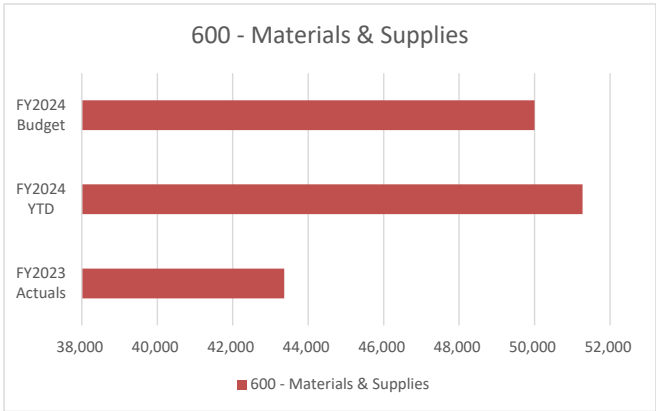
Paradise Irrigation District  
Treasurer's Report December 31, 2023  
Fiscal Year-to-Date Income & Expense Report

	FY2021 Actuals	FY2022 Actuals	FY2023 Actuals	FY2024 YTD	FY2024 Budget	% Budget Remaining
<b>District Operations</b>						
Operating Income	3,804,279	4,664,521	4,984,929	2,561,594	5,376,232	52%
Source of Supply Total:	17,969	251,189	52,597	51,090	250,000	80%
Water Treatment Total:	1,238,662	1,318,893	1,759,582	768,887	2,188,000	65%
Transmission and Distribution Total:	2,496,577	2,692,238	3,231,382	1,233,399	2,395,000	49%
Customer Service / Meter Shop Total:	311,476	330,712	512,056	262,394	578,000	55%
Administration Total:	2,972,166	3,066,015	2,442,569	1,032,971	2,331,000	56%
Operating Expense	7,036,850	7,659,047	7,998,186	3,348,741	7,742,000	57%
<b>Net Operating Surplus (Deficit)</b>	<b>(3,232,571)</b>	<b>(2,994,526)</b>	<b>(3,013,258)</b>	<b>(787,147)</b>	<b>(2,365,768)</b>	
Interest Income	(52,878)	(14,962)	1,630,903	1,476,249	2,600,000	43%
Reimbursements	219,507	0	2,419,635	119,623	0	Over
<b>Operating Surplus (Deficit) with Adjustments</b>	<b>(3,065,942)</b>	<b>(3,009,488)</b>	<b>1,037,281</b>	<b>808,726</b>	<b>234,232</b>	



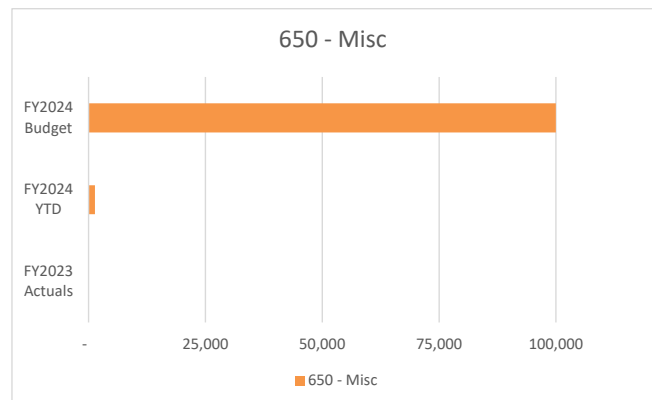
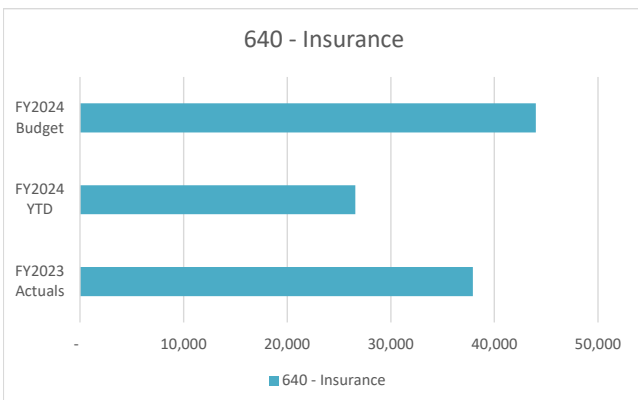
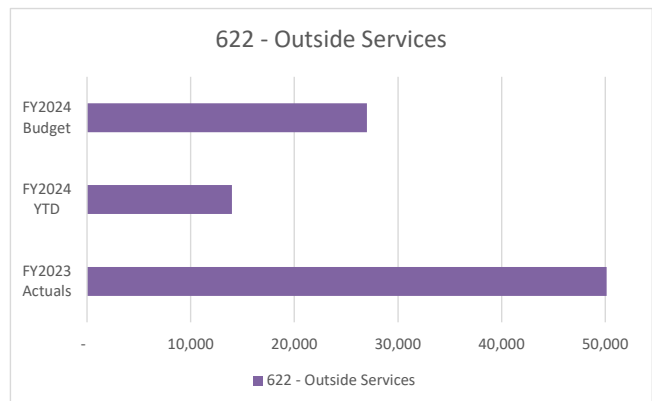
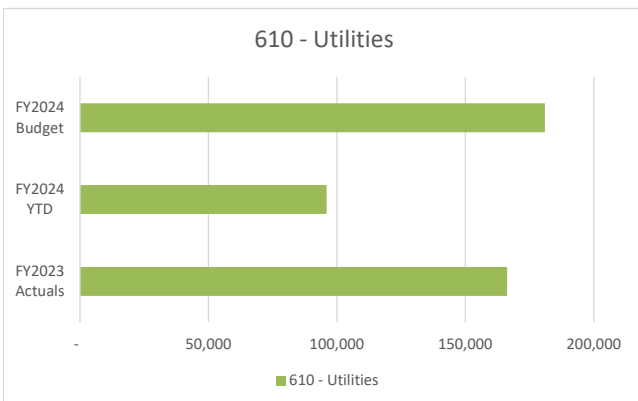
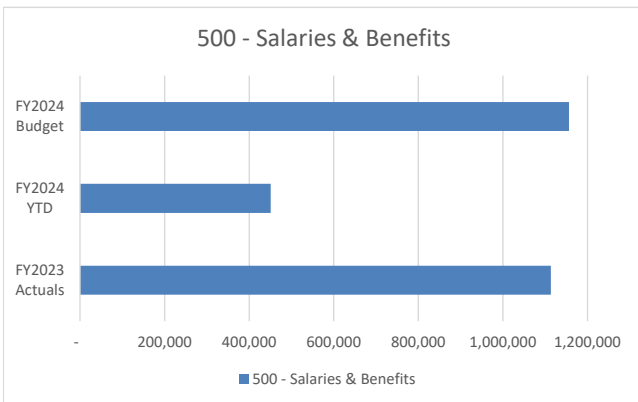
Paradise Irrigation District  
Treasurer's Report      December 31, 2023  
Fiscal Year-to-Date Income & Expense Report  
Source of Supply Expenses

	FY2021 Actuals	FY2022 Actuals	FY2023 Actuals	FY2024 YTD	FY2024 Budget	% Budget Remaining
Depart: 10 - Source of Supply						
600 - Materials & Supplies	3,160	3,875	43,364	51,268	50,000	Over
610 - Utilities	0	0	176	123	0	
622 - Outside Services	1,259	46,757	2,138	332		
650 - Misc	13,550	200,557	6,920	-633	200,000	100%
Total Expense:	17,969	251,189	52,597	51,090	250,000	80%



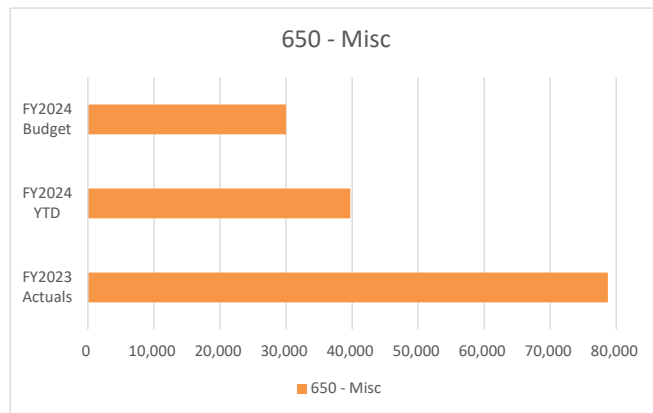
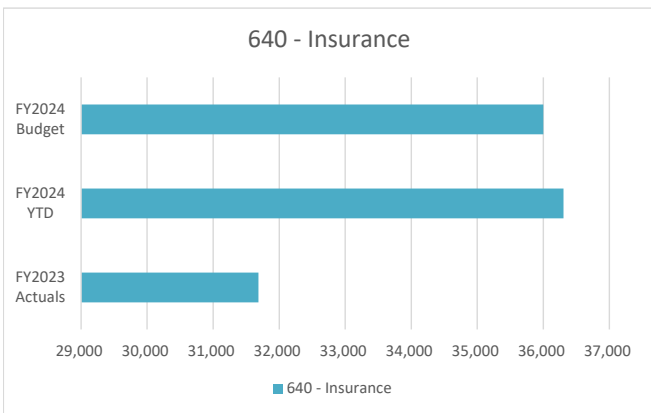
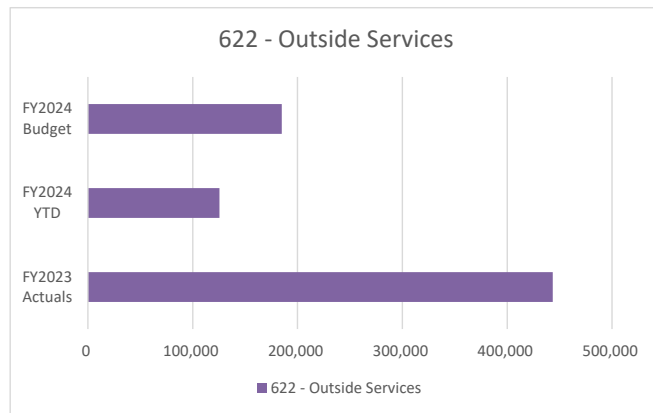
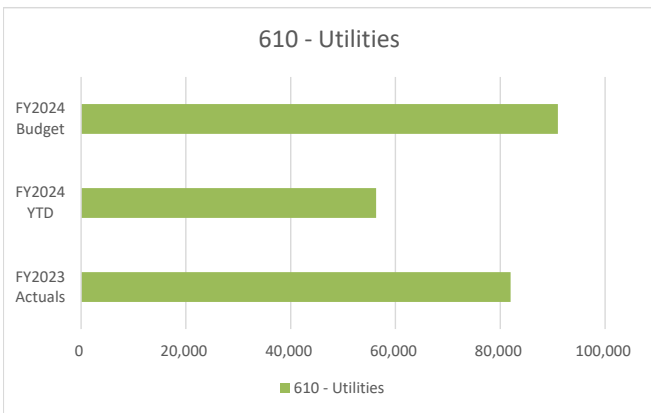
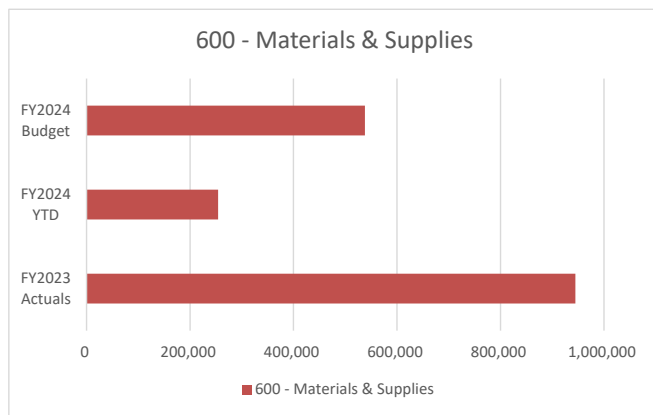
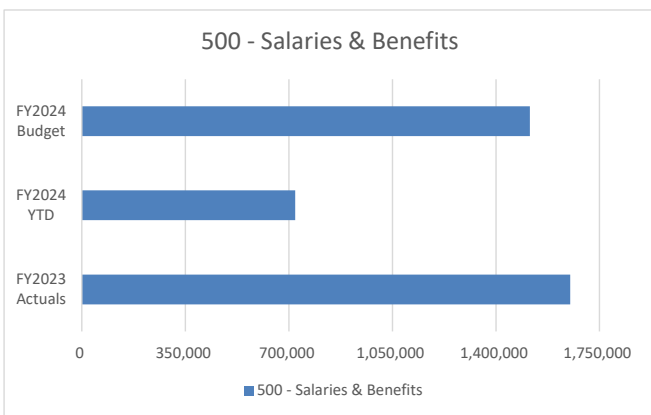
Paradise Irrigation District  
Treasurer's Report      December 31, 2023  
Fiscal Year-to-Date Income & Expense Report  
Water Treatment Plant Expenses

	FY2021 Actuals	FY2022 Actuals	FY2023 Actuals	FY2024 YTD	FY2024 Budget	% Budget Remaining
<b>Depart: 30 - Water Treatment</b>						
500 - Salaries & Benefits	982,404	1,012,944	1,113,486	450,743	1,156,000	61%
600 - Materials & Supplies	201,222	250,351	389,491	180,215	680,000	73%
610 - Utilities	514	5,127	166,242	96,023	181,000	47%
622 - Outside Services	13,776	15,625	52,442	13,973	27,000	48%
640 - Insurance	36,102	34,846	37,921	26,566	44,000	40%
650 - Misc	4,644	-	0	1,367	100,000	99%
<b>Total Expense:</b>	<b>1,238,662</b>	<b>1,318,893</b>	<b>1,759,582</b>	<b>768,887</b>	<b>2,188,000</b>	<b>65%</b>



Paradise Irrigation District  
Treasurer's Report      December 31, 2023  
Fiscal Year-to-Date Income & Expense Report  
Transmission & Distribution Expenses

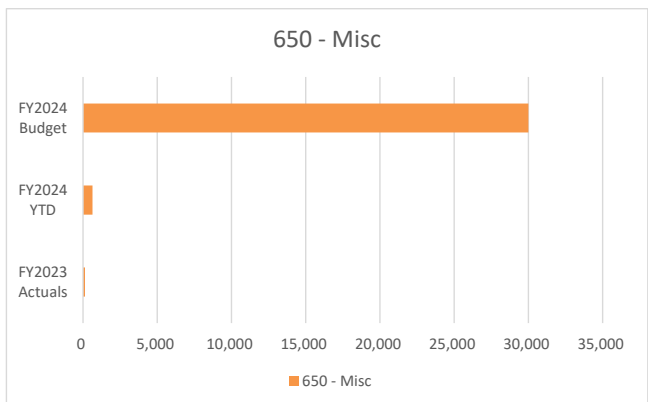
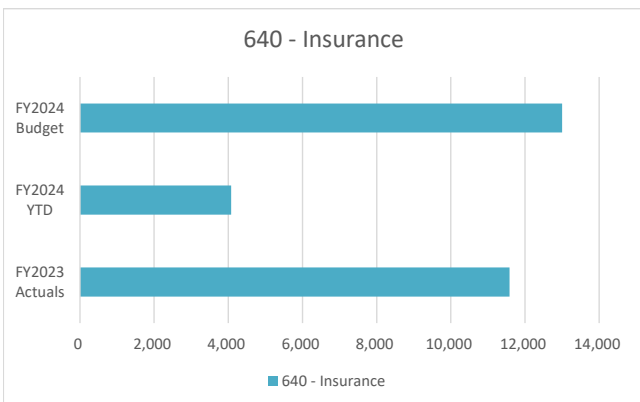
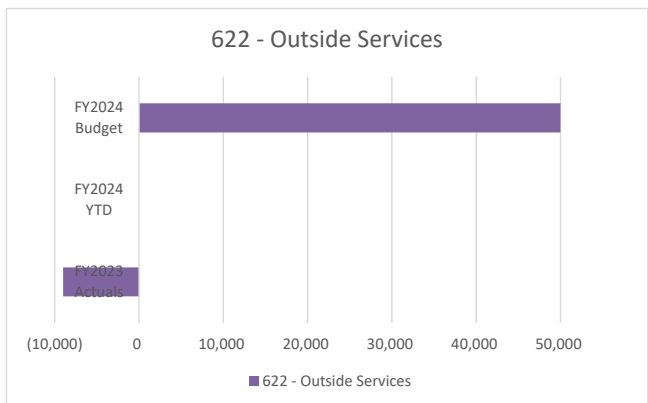
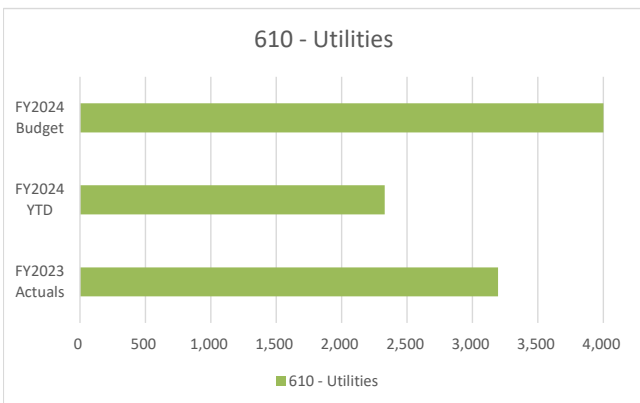
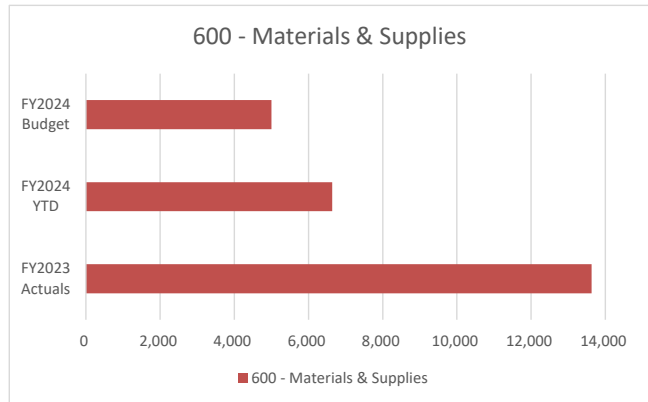
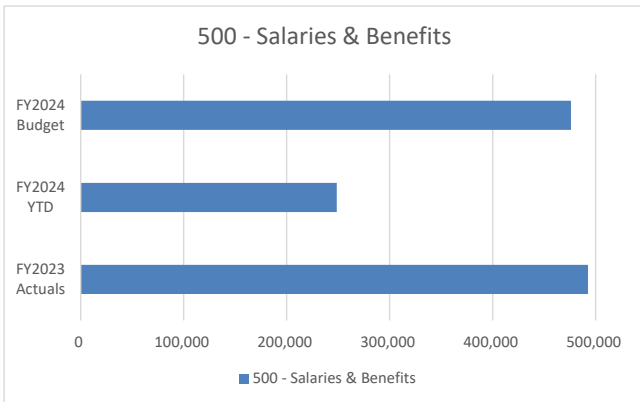
	FY2021 Actuals	FY2022 Actuals	FY2023 Actuals	FY2024 YTD	FY2024 Budget	% Budget Remaining
<b>Depart: 40 - Transmission &amp; Distribution</b>						
500 - Salaries & Benefits	1,257,362	1,429,522	1,651,041	721,376	1,515,000	52%
600 - Materials & Supplies	614,244	685,034	944,575	254,186	538,000	53%
610 - Utilities	31,119	18,062	81,971	56,311	91,000	38%
622 - Outside Services	513,181	493,029	443,379	125,481	185,000	32%
640 - Insurance	29,279	28,261	31,687	36,304	36,000	Over
650 - Misc	51,392	38,330	78,729	39,740	30,000	Over
<b>Total Expense:</b>	<b>2,496,577</b>	<b>2,692,238</b>	<b>3,231,382</b>	<b>1,233,399</b>	<b>2,395,000</b>	<b>49%</b>





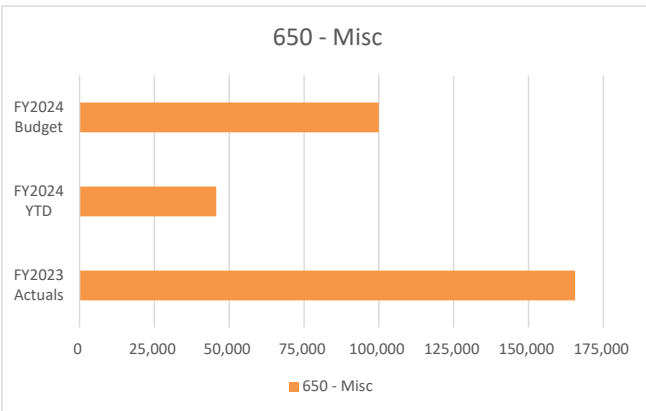
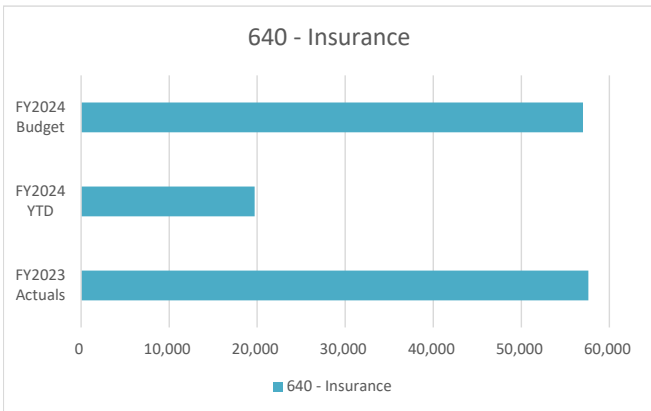
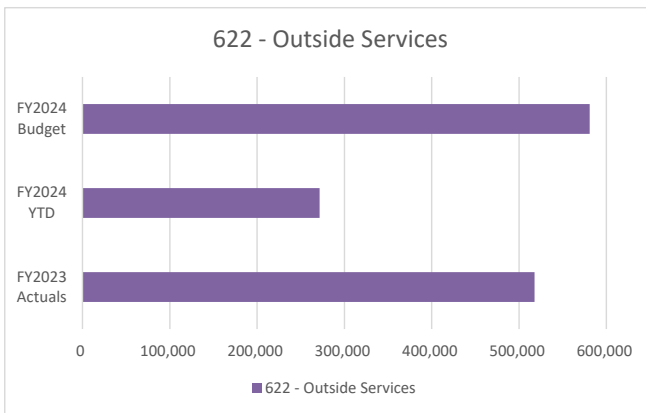
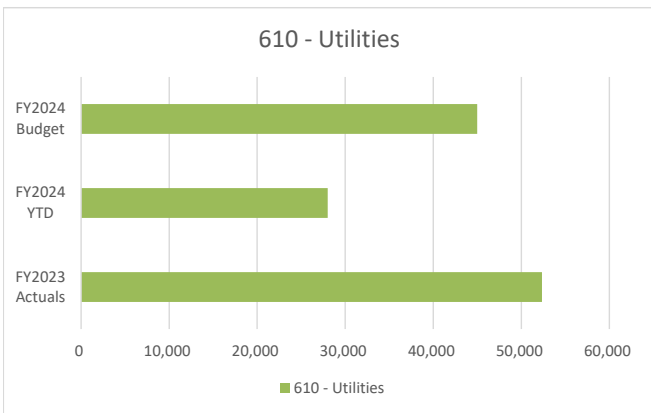
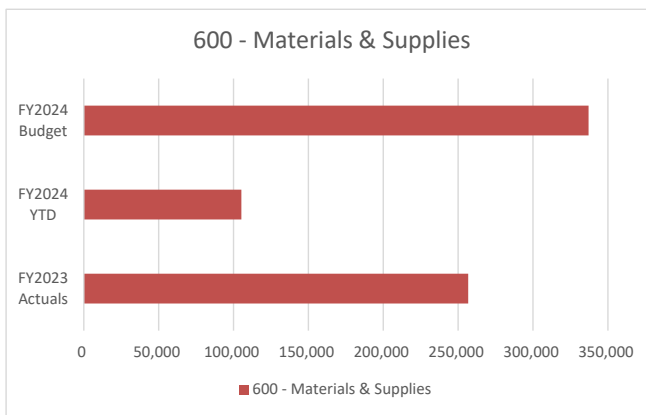
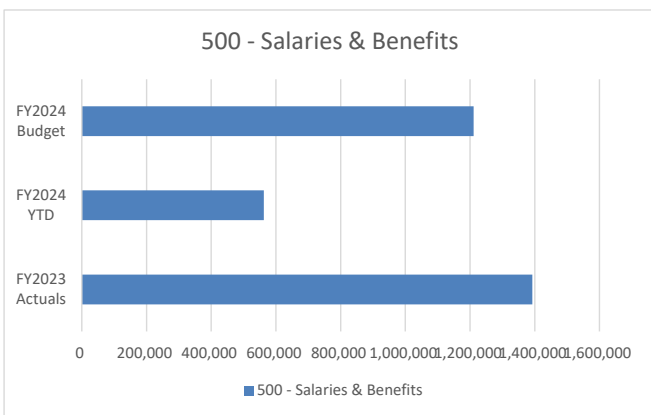
Paradise Irrigation District  
Treasurer's Report      December 31, 2023  
Fiscal Year-to-Date Income & Expense Report  
Customer Service / Meter Shop Expenses

	FY2021 Actuals	FY2022 Actuals	FY2023 Actuals	FY2024 YTD	FY2024 Budget	% Budget Remaining
<b>Depart: 50 - Customer Service / Meter Shop</b>						
500 - Salaries & Benefits	290,613	295,789	492,516	248,715	476,000	48%
600 - Materials & Supplies	692	8,901	13,628	6,638	5,000	Over
610 - Utilities	0	3,000	3,196	2,329	4,000	42%
622 - Outside Services	9,233	12,463	-9,000	0	50,000	100%
640 - Insurance	10,938	10,559	11,586	4,076	13,000	69%
650 - Misc	0	0	130	635	30,000	98%
<b>Total Expense:</b>	<b>311,476</b>	<b>330,712</b>	<b>512,056</b>	<b>262,394</b>	<b>578,000</b>	<b>55%</b>



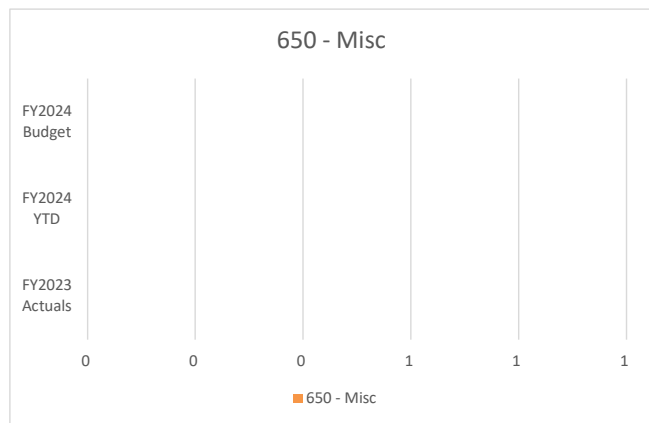
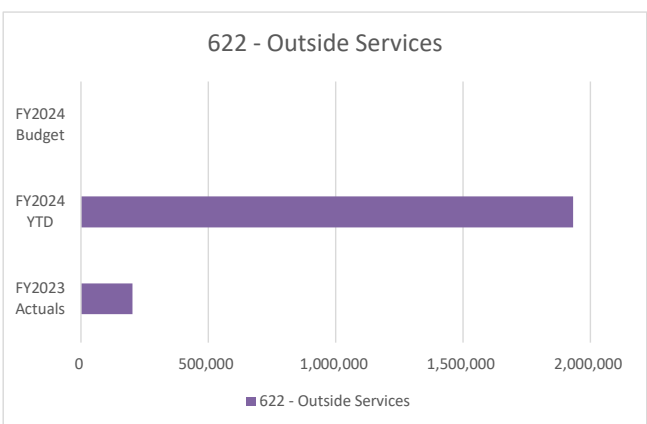
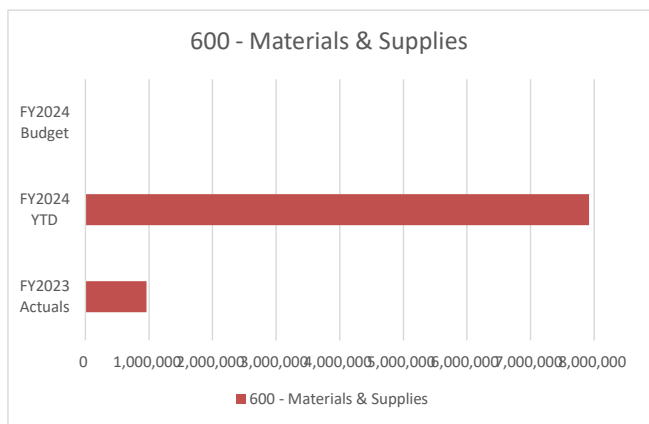
Paradise Irrigation District  
Treasurer's Report      December 31, 2023  
Fiscal Year-to-Date Income & Expense Report  
Administration Expenses

	FY2021 Actuals	FY2022 Actuals	FY2023 Actuals	FY2024 YTD	FY2024 Budget	% Budget Remaining
<b>Depart: 60 - Administration</b>						
500 - Salaries & Benefits	998,237	1,229,198	1,392,505	562,718	1,211,000	54%
600 - Materials & Supplies	109,204	200,854	256,688	105,146	337,000	69%
610 - Utilities	44,365	41,673	52,334	28,020	45,000	38%
622 - Outside Services	1,656,841	1,414,867	517,855	271,680	581,000	53%
640 - Insurance	56,970	44,979	57,618	19,721	57,000	65%
650 - Misc	106,549	134,444	165,570	45,685	100,000	54%
<b>Total Expense:</b>	<b>2,972,166</b>	<b>3,066,015</b>	<b>2,442,569</b>	<b>1,032,971</b>	<b>2,331,000</b>	<b>56%</b>



Paradise Irrigation District  
Treasurer's Report      December 31, 2023  
Fiscal Year-to-Date Income & Expense Report  
Capital & Recovery Expenses

	FY2021 Actuals	FY2022 Actuals	FY2023 Actuals	FY2024 YTD	FY2024 Budget	% Budget Remaining
Depart: 70 - Recovery & Capital						
600 - Materials & Supplies	2,757,174	10,417,053	961,698	7,918,784		
622 - Outside Services	1,958,968	2,643,947	201,886	1,932,857		
650 - Misc			0	0		
<b>Total Expense:</b>	<b>4,716,142</b>	<b>13,061,000</b>	<b>1,163,583</b>	<b>9,851,641</b>	<b>0</b>	



## PORTFOLIO SUMMARY

As of December 31, 2023

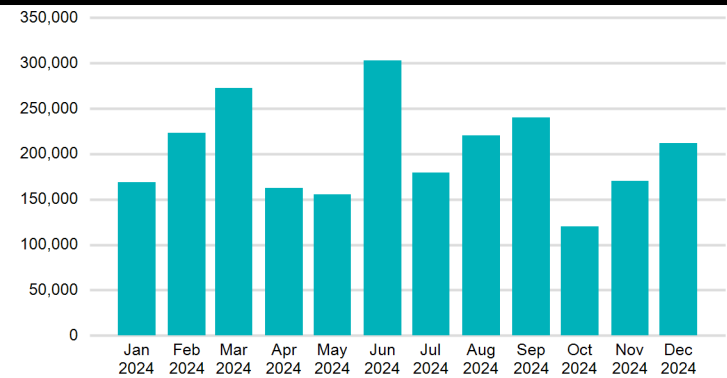
### MONTHLY RECONCILIATION

<b>Beginning Book Value</b>	<b>81,999,708.99</b>
Contributions	
Withdrawals	
Prior Month Management Fees	(3,000.00)
Prior Month Custodian Fees	(675.96)
Realized Gains/Losses	(7,800.34)
Purchased Interest	(4,344.27)
Gross Interest Earnings	117,287.62
<b>Ending Book Value</b>	<b>82,101,176.04</b>

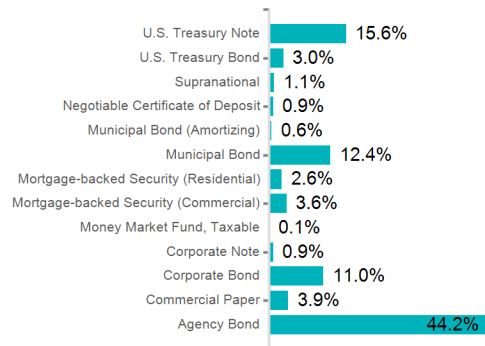
### PORTFOLIO CHARACTERISTICS

Portfolio Yield to Maturity	3.88%
Portfolio Effective Duration	2.26 yrs
Weighted Average Maturity	2.52 yrs
Weighted Average Life	2.74 yrs

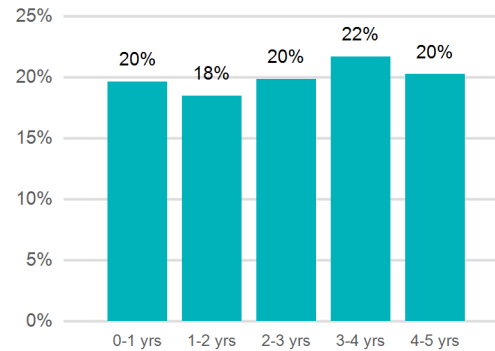
### PROJECTED MONTHLY INCOME SCHEDULE



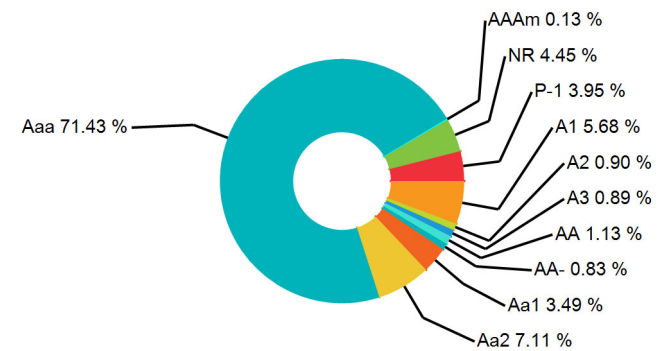
### SECTOR ALLOCATION



### MATURITY DISTRIBUTION



### CREDIT QUALITY





# Paradise Irrigation District

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

DATE: January 11, 2024  
TO: Board of Directors  
FROM: Brett Goodlin, Accounting & Finance Manager  
SUBJECT: Statement of Investment Policy  
01/17/2024 Board of Directors Meeting

## Background:

The District's Investment Policy requires an annual review of the policy and states that the Board shall "amend it as appropriate or otherwise ratify its continuance." The Policy also states that the Board will confirm the delegation of the Investment functions as provided in section 4.A of this Policy. No changes are recommended for the Policy, and there are no known changes required by recent legislation.

The recommended form of motion is:

"I move approval to reaffirm continuance and delegation of investment functions as provided in PID Rules and Regulations Chapter 14, Investment Policy."

## **CHAPTER 14.A INVESTMENT POLICY**

### **14.1 INTRODUCTION**

It shall be the policy of the District to invest its cash assets in such a manner as to comply with the requirements of the California Government Code, to maintain the integrity of the principal of all investments, and to provide for necessary liquidity. Within those restrictions, the District shall attempt to obtain the highest return possible.

### **14.2 SCOPE**

This Investment Policy (Policy) covers all District funds.

### **14.3 OBJECTIVES**

The objectives of this investment policy include the following in order of importance:

A. Safety –

It shall be the primary duty and responsibility of those authorized to invest the District's funds to protect, preserve, and maintain cash and investments placed in trust on behalf of the citizens of the District. Diversification is allowed within the guidelines of California Government Code (CGC) § 53601 et seq.

B. Liquidity –

An adequate amount shall be maintained in liquid short-term securities, which can be converted to cash as necessary to meet disbursement requirements. Since all cash requirements cannot be anticipated, investments in securities with active secondary or resale markets will be used. Emphasis will be on marketable securities with low sensitivity to market risk.

C. Yield –

Yield shall be a consideration only after the basic requirements of safety and liquidity have been met.

## 14.4 POLICY

### A. Legal Investment Authority –

All available funds shall be invested in accordance with the provisions of the California Government Code (CGC) § 53601 et seq., and as authorized in accordance with GUIDELINES Section 14.5.A.

1. The Board, as the legislative body of the District and in accordance with § 53607 of the CGC, delegates and authorizes the Treasurer to invest or reinvest funds of the District, to sell or exchange securities so purchased and to assume full responsibility for those transactions as described in this Statement of Investment Policy. Under the provision of CGC § 53600.3, the Treasurer is a trustee and a fiduciary subject to the prudent investor standard. Said authority shall be held at the pleasure of the Board, and shall be subject to renewal annually.
2. The Treasurer may delegate a portion of his/her investment authority to a Deputy Treasurer. Prior to the delegation of the investment authority to a Deputy Treasurer, the Treasurer shall notify the Board and request confirmation of the delegation. Delegation of investment authority will not remove or abridge the Treasurer's investment responsibility.
3. The Treasurer may engage the services of one or more external investment advisors to assist in the management of the District's investment portfolio in a manner consistent with the District's objectives and in accordance with this Policy. Such external managers may provide advice and effectuate trades in a discretionary capacity within the guidelines established in this Policy. Such managers must be registered under the Investment Advisors Act of 1940 and must have not less than five years' experience investing in the securities and obligations authorized by the CGC § 53601, and with assets under management in excess of five hundred million dollars (\$500,000,000).

### B. Those Authorized to Invest District Funds –

In accordance with Section 21187 of the California Water Code, the Treasurer has appointed the following as "Deputy Treasurers" to assist in handling the **investment practices of the District**. By approval of this document these appointments are hereby ratified by the Board. The Board shall review the appointment of Deputy Treasurers annually at the first Board meeting each January.

District Manager  
Assistant District Manager

The Treasurer and Deputy Treasurers are authorized to direct and invest District funds in accordance with this Policy.

C. Reports –

Monthly: Report of Transactions. All transactions into, out of or between various investments will be monitored and summaries reported monthly.

Quarterly:

1. Procedure.

The Treasurer shall furnish a Quarterly Investment/Cash report to the Board within forty-five (45) days following the close of the preceding quarter.

2. Content of Report.

Shall include a statement of compliance with this policy, and, as necessary, liquidity versus forecasted cash flow for the next six (6) months.

Detail Reports

Description of each investment

Cost

Market value (identify source)

Rate of Return - face and current

Date purchased (except LAIF)

Earned interest accrued and received

Maturity Date

Identify holder of security

Identify any funds managed or controlled by outside parties (except LAIF)

Summary by Investment Type (i.e., Treasury Notes, GNMA, LAIF)

Summary by Maturity Date

0 – 90 days

90 – 365 days

1 – 2 years

2 – 3 years

Etc.

Summary of Beginning Balance, Transactions, and Ending Balance



Annually:

Prior to January 31st at a meeting of the Board, the Board shall review the Statement of Investment Policy (including the authorization of the Treasurer to assume full responsibility for investment transactions) and amend it as appropriate or otherwise ratify its continuance. The Board will also confirm the delegation of the Investment functions as provided in Section 14.4.A. of this Policy.

D. Selling Securities Prior to Maturity –

Except for investments with maturities of one year or less, sale transactions prior to maturity shall be made only to provide for cash requirements, to sell an investment which does not meet current Investment Policy or to restructure maturities to meet current goals. However, such sales prior to maturity may be made to secure higher yields provided the objectives of safety and liquidity are met first.

Sufficient written documentation to facilitate audit of the transaction must be maintained.

E. Interest –

Interest shall be accounted for on the accrual basis quarterly. Gains or losses on the sale of securities will be recorded on the transaction date.

## 14.5 GUIDELINES

The following Guidelines are established to direct and control investment activities and are a part of the above policies:

A. Investments –

The investment portfolio shall be reviewed periodically by one of the following: Treasurer, District Manager, Assistant District Manager or Finance Committee Board member to ensure compliance with this Policy.

B. Pooled Cash –

Whenever practical District cash shall be consolidated and invested on a pooled concept basis. Interest earnings will be allocated according to specific Board designated reserve accounts and other non-designated funds at monthly intervals.

C. Competitive Bids –

Purchase and sale of securities should be made on the basis of competitive offers and bids when applicable.

D. Cash Forecast –

Treasurer shall prepare six-month cash forecast for basis of setting goals for investment maturities quarterly or annually, and when any significant changes take place that would materially revise the forecast.

E. Investment Limitations –

Security purchases and holdings will be maintained within statutory limits imposed by the California Government Code § 53601 et seq. and contractual agreements.

F. Liquidity –

The marketability (salability) of a security should be considered at the time of purchase, as the security may have to be sold at a later date to meet unanticipated cash demands. The portion of the portfolio which may have to be liquidated in order to meet cash requirements should, therefore, consist largely of securities with active secondary or resale markets. This would include short-term maturities to limit the effect of market risk on the market price of securities.

G. Long-Term Maturities –

Maturities over three years should be limited to those funds, which clearly will not be required before maturity (or one year before maturity). A line of credit collateralized by the investment portfolio shall be established for short term borrowing. Any use of this line of credit is subject to Board Approval prior to execution.

H. Broker / Dealers –

Broker / Dealers and investment advisors shall be provided with a copy of this Policy to assure that they are aware of what are designated as Permitted Investments as well as those investments which are specifically prohibited.

I. Diversification –

The purpose of diversifying is to reduce the overall portfolio risks while attaining a market rate of return. Therefore, it needs to be conceptualized in terms of maturity, instrument types and issuer. The portfolio should consist of a mix of various types of securities, issuers, and maturities.

## PARADISE IRRIGATION DISTRICT

### Expense Approval Report

#### Percentage of Total Payments\* by Account

December 1 - 31, 2023

\*Displaying accounts greater than 1.00%

Account Number	Account Name	Payments	% of Total
01-70-601099	Miscellaneous Supplies	1,019,413.93	50.32%
01-70-635020	Engineering	338,825.30	16.72%
01-70-635099	Miscellaneous Prof. Services	157,484.16	7.77%
01-122040	Pre-Paid Insurance - Medical	78,803.46	3.89%
01-40-601060	Construction & Maint. Supplies	50,903.03	2.51%
01-60-699000	Miscellaneous	50,228.27	2.48%
01-210030	FICA	41,840.14	2.07%
01-210045	Retirement	38,192.54	1.89%
01-60-635099	Miscellaneous Prof. Services	34,383.00	1.70%
01-40-635099	Miscellaneous Prof. Services	33,874.93	1.67%
01-60-635030	Legal	31,353.30	1.55%
01-210020	Federal Withholding	28,387.66	1.40%
01-225000	PFD Hydrant InterFund Oblig	22,000.00	1.09%
	<i>Remainder</i>	<i>\$546,240.19</i>	<i>26.96%</i>
<b>Grand Total</b>		<b>\$2,025,977.91</b>	

## PARADISE IRRIGATION DISTRICT

### Expense Approval Report

#### Percentage of Total Payments\* by Vendor

December 1 - 31, 2023

\*Displaying accounts greater than 1%

Vendor	Payments	% of Total
RCI General Engineering	823,442.55	56.46%
Myers and Sons Construction, LLC	372,648.90	25.55%
Internal Revenue Service	76,476.16	5.24%
ICMA Retirement Trust-457	32,305.28	2.21%
Pacific Gas & Electric Company	27,916.15	1.91%
Pace Supply	18,091.19	1.24%
N.C.G.T. SECURITY FUND	15,234.00	1.04%
	<i>Remainder</i>	<i>\$659,863.68</i>
<b>Grand Total</b>	<b>\$2,025,977.91</b>	



# Paradise Irrigation District

## Expense Approval Report By Vendor Name

Payment Dates 12/1/2023 - 12/31/2023

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
<b>Vendor: 01016 - Access Information Management</b>				
12/29/2023	APA001364	10622099	Bulk Shredding	224.50
<b>Vendor 01016 - Access Information Management Total:</b>				<b>224.50</b>
<b>Vendor: 01021 - ACWA/JPIA</b>				
12/11/2023	1299	FY2024-Q1	Workers Compensation	19,042.94
12/12/2023	1300	701142	Health Benefits	2,296.48
12/12/2023	1300	701142	Health Benefits	509.17
12/12/2023	1300	701142	Health Benefits	30,988.53
12/12/2023	1300	701142	Health Benefits	96.72
12/12/2023	1300	701142	Health Benefits	626.51
12/29/2023	1302	701413	Health Benefits	1,958.51
12/29/2023	1302	701413	Health Benefits	428.17
12/29/2023	1302	701413	Health Benefits	30,418.13
12/29/2023	1302	701413	Health Benefits	84.32
12/29/2023	1302	701413	Health Benefits	525.46
<b>Vendor 01021 - ACWA/JPIA Total:</b>				<b>86,974.94</b>
<b>Vendor: 03213 - Adobe Systems</b>				
12/15/2023	DFT0006954	INV0007167	Software	29.99
12/08/2023	DFT0006964	AB03325000010CUS	Annual 12/2023-12/2024	2,471.04
<b>Vendor 03213 - Adobe Systems Total:</b>				<b>2,501.03</b>
<b>Vendor: 03185 - Advanced Document Concepts For Business</b>				
12/04/2023	APA001312	INV112503	Equipment maintenance	939.82
12/08/2023	APA001336	INV114938	Office Equipment Maintenance	336.42
<b>Vendor 03185 - Advanced Document Concepts For Business Total:</b>				<b>1,276.24</b>
<b>Vendor: 02957 - Aflac</b>				
12/08/2023	DFT0006872	INV0007150	Montly Invoices	127.20
12/08/2023	DFT0006873	INV0007151	Montly Aflac Invoice	178.38
12/22/2023	DFT0006990	INV0007170	Montly Invoices	127.20
12/22/2023	DFT0006991	INV0007171	Montly Aflac Invoice	178.38
<b>Vendor 02957 - Aflac Total:</b>				<b>611.16</b>
<b>Vendor: 03066 - Airgas USA, LLC</b>				
12/04/2023	DFT0006864	5503525177	Welding supplies	801.00
12/15/2023	DFT0006981	5504229808	Welding supplies	776.43
<b>Vendor 03066 - Airgas USA, LLC Total:</b>				<b>1,577.43</b>
<b>Vendor: 03323 - All Things Trees</b>				
12/04/2023	DFT0006930	1588	Tree removal	2,200.00
<b>Vendor 03323 - All Things Trees Total:</b>				<b>2,200.00</b>
<b>Vendor: 03211 - Amazon.com</b>				
12/01/2023	DFT0006950	112-4318695-5277015	Supplies	10.76
12/06/2023	DFT0006945	111-2051642-4802613	Supplies	69.66
12/04/2023	DFT0006919	112-5456104-1023437	Supplies	37.88
12/04/2023	DFT0006951	113-3734110-8285021	Office supplies	68.23
12/05/2023	DFT0006941	112-8088024-0634657	Training Materials	209.01
12/07/2023	DFT0006965	114-1090151-2609011	Office Supplies	106.43
12/07/2023	DFT0006974	114-2045975-5299448	Supplies	26.40
12/08/2023	DFT0006967	113-0670152-1115450	Supplies	278.44
12/08/2023	DFT0006966	113-8841749-8753061	Supplies	18.27
12/11/2023	DFT0006968	112-1041136-3768268	Supplies	34.32
12/13/2023	DFT0006983	113-6549957-1453059	Supplies	49.54
12/15/2023	DFT0007029	113-8984723-5728255	Office Supplies	55.57
12/19/2023	DFT0006982	112-5446623-0505057	Office supplies	52.18
12/21/2023	DFT0007052	113-8318171-6407412	Building maintenance	67.22

## Expense Approval Report

Payment Dates: 12/1/2023 - 12/31/2023

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
12/30/2023	DFT0007057	112-7217072-5919431	Office supplies	86.19
Vendor 03211 - Amazon.com Total:				1,170.10
Vendor: 03266 - Apple				
12/01/2023	DFT0006931	INV0007166	icloud	0.99
Vendor 03266 - Apple Total:				0.99
Vendor: 03090 - APTIM Environmental & Infrastructure LLC				
12/08/2023	APA001337	610786	Recovery Managment	25,740.13
Vendor 03090 - APTIM Environmental & Infrastructure LLC Total:				25,740.13
Vendor: 01068 - Aramark Uniform Services				
12/11/2023	DFT0006963	5066406706	Uniforms	408.78
12/11/2023	DFT0006963	5066417571	Uniforms	130.03
12/11/2023	DFT0006963	5066423018	Uniforms	162.55
12/11/2023	DFT0006963	5066428419	Uniforms	252.35
12/11/2023	DFT0006953	5066433870	Uniforms	583.46
12/11/2023	DFT0006953	5066433871	Uniforms	147.85
12/11/2023	DFT0006953	5066438314	Uniforms	220.57
12/11/2023	DFT0006953	5066438322	Uniforms	418.18
12/11/2023	DFT0006953	5066444657	Uniforms	220.57
12/11/2023	DFT0006953	5066444658	Uniforms	147.85
12/11/2023	DFT0006953	5066450061	Uniforms	220.57
12/11/2023	DFT0006953	5066450062	Uniforms	191.85
Vendor 01068 - Aramark Uniform Services Total:				3,104.61
Vendor: 01074 - Asbury Enviromental Service				
12/04/2023	APA001313	I500-00991691	Used Oil Pick up	352.58
12/04/2023	APA001313	I500-00991838	Disposal pick up	730.16
12/04/2023	APA001313	I500-00991839	Disposal Pick up	90.00
12/08/2023	APA001338	I500-00993928	Filter Disposal	55.00
Vendor 01074 - Asbury Enviromental Service Total:				1,227.74
Vendor: 01082 - AT&T				
12/08/2023	APA001339	20831576	Office telephones	793.24
Vendor 01082 - AT&T Total:				793.24
Vendor: 03095 - Awards Company				
12/13/2023	DFT0006984	24721	Employee Safety	75.78
Vendor 03095 - Awards Company Total:				75.78
Vendor: 01090 - AWWA				
12/06/2023	DFT0006969	7002177905	Supplies	288.00
Vendor 01090 - AWWA Total:				288.00
Vendor: 02870 - Boot Barn, Inc				
12/08/2023	APA001340	INV00305330	Safety Supplies	420.48
12/04/2023	APA001314	INV00311179	Safety boots	180.23
12/04/2023	APA001314	INV00311180	Safety Boots	229.91
12/04/2023	APA001314	INV00311181	Safety Boots	194.83
12/08/2023	APA001340	INV00319473	Safety Booots	170.44
Vendor 02870 - Boot Barn, Inc Total:				1,195.89
Vendor: 01942 - Butte Co - Neal Rd Landfill				
12/04/2023	APA001315	21339	Landfill fee	152.97
12/29/2023	APA001365	21501	Landfill fee	250.13
Vendor 01942 - Butte Co - Neal Rd Landfill Total:				403.10
Vendor: 01222 - Buttes Pipe				
12/04/2023	APA001316	S013437982.001	3" x 21' steel pipe	231.87
12/04/2023	APA001316	S013436301.001	3" weld flanges	779.69
Vendor 01222 - Buttes Pipe Total:				1,011.56
Vendor: 01247 - Capra, Laura				
12/14/2023	DFT0007003	2023-11	Medicare Payment	164.90
Vendor 01247 - Capra, Laura Total:				164.90

## Expense Approval Report

Payment Dates: 12/1/2023 - 12/31/2023

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
<b>Vendor: 02304 - CDTFA</b>				
12/08/2023	58083	L0023649512	Water Rights 094-000336	1,334.41
<b>Vendor 02304 - CDTFA Total:</b>				<b>1,334.41</b>
<b>Vendor: 01266 - Cedar Creek Publishing</b>				
12/04/2023	APA001317	231108_P1	Community Relations	2,482.19
12/29/2023	APA001366	231211_P1	Community Relations	1,638.75
<b>Vendor 01266 - Cedar Creek Publishing Total:</b>				<b>4,120.94</b>
<b>Vendor: 03194 - Cintas Corporation</b>				
12/11/2023	DFT0006955	5184596848	Supplies	147.26
<b>Vendor 03194 - Cintas Corporation Total:</b>				<b>147.26</b>
<b>Vendor: 01320 - Comcast</b>				
12/04/2023	DFT0006865	185296909	Internet	851.42
12/15/2023	DFT0006903	2023-10	WTP TV	207.70
12/15/2023	DFT0006903	2023-10	WTP Internet	29.68
12/15/2023	DFT0006903	2023-10	Shop TV	79.46
12/15/2023	DFT0007005	187650015	Office internet	851.42
<b>Vendor 01320 - Comcast Total:</b>				<b>2,019.68</b>
<b>Vendor: 02905 - COMP, Inc.</b>				
12/29/2023	APA001367	00037351-00	Pre-employment screening	150.00
<b>Vendor 02905 - COMP, Inc. Total:</b>				<b>150.00</b>
<b>Vendor: 03203 - Constant Contact</b>				
12/15/2023	DFT0007062	2023-12	Marketing / Email	145.00
<b>Vendor 03203 - Constant Contact Total:</b>				<b>145.00</b>
<b>Vendor: 01353 - Cooperative Personnel Services</b>				
12/04/2023	APA001318	11436	Comp Study	22,134.00
<b>Vendor 01353 - Cooperative Personnel Services Total:</b>				<b>22,134.00</b>
<b>Vendor: 03264 - CORE &amp; MAIN LP</b>				
12/04/2023	APA001319	T748121	Adaptor - CI - 6' MJ x FL	662.55
12/04/2023	APA001319	T748121	Valve Gate - CI - 6" FL	3,245.08
12/04/2023	APA001319	T748121	Tee - CI - 6' FL	2,106.30
12/04/2023	APA001319	T777476	6" FL 90	466.15
12/04/2023	APA001319	T777476	6" FL x MJ 90	333.57
12/04/2023	APA001319	T828359	8" C-900 pipe	3,260.40
<b>Vendor 03264 - CORE &amp; MAIN LP Total:</b>				<b>10,074.05</b>
<b>Vendor: 03297 - Costco Wholesale</b>				
12/05/2023	DFT0006947	2023-12	Office supplies	133.25
12/05/2023	DFT0006970	2023-12 (2)	Supplies	133.25
12/13/2023	DFT0006985	45273	Safety	82.48
12/29/2023	DFT0007073	2023-12-21	Office supplies	199.84
12/21/2023	DFT0007006	335500203066	Office equipment	199.84
<b>Vendor 03297 - Costco Wholesale Total:</b>				<b>748.66</b>
<b>Vendor: 01552 - Davi, Bruce</b>				
12/08/2023	APA001341	13993	Weed & pest control	175.00
12/08/2023	APA001341	14077	Weed & pest control	200.00
12/08/2023	APA001341	13991	Weed & pest control	575.00
<b>Vendor 01552 - Davi, Bruce Total:</b>				<b>950.00</b>
<b>Vendor: 01403 - De Novo Planning Group</b>				
12/04/2023	APA001320	4050	PID Water Rights-Phase   CEQ...	8,661.50
<b>Vendor 01403 - De Novo Planning Group Total:</b>				<b>8,661.50</b>
<b>Vendor: 03288 - Dustin Hawley's Pair-O-Dice Automotive</b>				
12/19/2023	DFT0007047	632	Vehicle maintenance #51	60.00
12/19/2023	DFT0007048	648	Vehicle maintenance	103.50
<b>Vendor 03288 - Dustin Hawley's Pair-O-Dice Automotive Total:</b>				<b>163.50</b>
<b>Vendor: 02888 - Elecsys International Corporation</b>				
12/04/2023	APA001321	SIP-E185558	Misc. Supplies	10.00

## Expense Approval Report

Payment Dates: 12/1/2023 - 12/31/2023

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
12/08/2023	APA001342	SIP-E187147	Misc. supplies	10.00
<b>Vendor 02888 - Elecsys International Corporation Total:</b>				<b>20.00</b>
<b>Vendor: 01496 - Employee Relations</b>				
12/05/2023	1297	96036	Pre-employment	525.24
<b>Vendor 01496 - Employee Relations Total:</b>				<b>525.24</b>
<b>Vendor: 01480 - Employment Development Dept.</b>				
12/03/2023	DFT0006857	INV0007145	State Income Tax Withholding	17.06
12/03/2023	DFT0006860	INV0007148	State Disability Withholding	12.28
12/11/2023	DFT0006880	INV0007160	State Income Tax Withholding	5,850.38
12/11/2023	DFT0006883	INV0007163	State Disability Withholding	1,234.79
12/25/2023	DFT0006998	INV0007180	State Income Tax Withholding	5,215.24
12/25/2023	DFT0007001	INV0007183	State Disability Withholding	1,118.08
<b>Vendor 01480 - Employment Development Dept. Total:</b>				<b>13,447.83</b>
<b>Vendor: 01275 - Enterprise Record</b>				
12/13/2023	DFT0007064	11062023121306153	Public notice	16.00
<b>Vendor 01275 - Enterprise Record Total:</b>				<b>16.00</b>
<b>Vendor: 01521 - Fastenal Co</b>				
12/04/2023	APA001322	CACHC123954	Supplies	569.79
12/04/2023	APA001322	CACHC123982	Supplies	326.97
<b>Vendor 01521 - Fastenal Co Total:</b>				<b>896.76</b>
<b>Vendor: 01527 - Ferguson Enterprises, Inc</b>				
12/29/2023	DFT0007025	1830759	4" flange bolt kit	242.44
12/29/2023	DFT0007025	1830759	6" flange bolt kit	344.80
12/29/2023	DFT0007025	1830759	1" HDPE pipe	808.13
<b>Vendor 01527 - Ferguson Enterprises, Inc Total:</b>				<b>1,395.37</b>
<b>Vendor: 01528 - FGL Environmental</b>				
12/29/2023	DFT0007023	379142A	Water Quality Monitoring	28.00
12/29/2023	DFT0007023	379283A	Coliform Colilert	28.00
12/29/2023	DFT0007023	55-379499A	Bacti Monitoring	28.00
12/29/2023	DFT0007023	55-379500A	Project	28.00
12/29/2023	DFT0007023	55-379536A	Routine Bacti Monitoring	103.00
12/29/2023	DFT0007023	55-379537A	Water Quality Monitoring	61.00
12/29/2023	DFT0007023	55-379538A	Princeton Wy 5445	41.00
12/29/2023	DFT0007023	55-379539A	Princeton Cir 219	41.00
12/29/2023	DFT0007023	55-379540A	Princeton Cir 238	41.00
12/29/2023	DFT0007023	55-379610A	Starlight Ct	28.00
12/29/2023	DFT0007023	55-379623A	Qrtly Raw Water Quality Moni...	144.00
12/29/2023	DFT0007023	07-379457A	Waste Water Monitoring	526.00
12/29/2023	DFT0007023	55-379672A	TTHM/HHA5 Monitoring	449.00
12/29/2023	DFT0007023	55-379830A	6478 Simon Wy Backflow	28.00
12/29/2023	DFT0007023	55-379831A	1289 Deer Ln BF	28.00
12/29/2023	DFT0007023	55-379892A	146 Jay Bird Ln BF	28.00
12/29/2023	DFT0007023	55-379941A	Routine Bacti Monitoring- We...	103.00
12/29/2023	DFT0007023	55-390037A	Routine Bacti Monitoring- We...	103.00
<b>Vendor 01528 - FGL Environmental Total:</b>				<b>1,836.00</b>
<b>Vendor: 02945 - Fiserv Solutions, LLC</b>				
12/29/2023	APA001368	90319612	Bank charges	8.05
<b>Vendor 02945 - Fiserv Solutions, LLC Total:</b>				<b>8.05</b>
<b>Vendor: 01548 - Foothill Mill &amp; Lumber Co.</b>				
12/04/2023	APA001323	1158557	Supplies	372.32
12/04/2023	APA001323	1158597	Supplies	15.83
<b>Vendor 01548 - Foothill Mill &amp; Lumber Co. Total:</b>				<b>388.15</b>
<b>Vendor: 01587 - Genterra Consultants, Inc.</b>				
12/29/2023	APA001369	25488	391-PID-Y21 Magalia Dam & ...	9,686.18
<b>Vendor 01587 - Genterra Consultants, Inc. Total:</b>				<b>9,686.18</b>
<b>Vendor: 03309 - GoDaddy</b>				
12/08/2023	DFT0006914	INV0007168	Software	13.99

## Expense Approval Report

Payment Dates: 12/1/2023 - 12/31/2023

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
12/07/2023	DFT0007061	2835828942	Community Relations	110.85
12/26/2023	DFT0007066	2862578260	Community relations	13.99
<b>Vendor 03309 - GoDaddy Total:</b>				<b>138.83</b>
<b>Vendor: 03328 - Google</b>				
12/30/2023	DFT0007067	SOP.3377-2417-2911-80861	Security monitoring	1.99
<b>Vendor 03328 - Google Total:</b>				<b>1.99</b>
<b>Vendor: 01594 - Government Finance Officers Association</b>				
12/12/2023	DFT0006986	779479	Training	500.00
<b>Vendor 01594 - Government Finance Officers Association Total:</b>				<b>500.00</b>
<b>Vendor: 01616 - Grainger Inc</b>				
12/11/2023	DFT0006956	9909495104	repairs	988.46
12/12/2023	DFT0006971	9926871543	Repairs	304.86
<b>Vendor 01616 - Grainger Inc Total:</b>				<b>1,293.32</b>
<b>Vendor: 01705 - Hunt &amp; Sons, Inc.</b>				
12/04/2023	APA001324	601251	245gals. unleaded gasoline	1,201.39
12/04/2023	APA001324	322411	175gals. unleaded gasoline	826.67
12/04/2023	APA001324	633450	136gals. unleaded gasoline	710.57
12/04/2023	APA001324	639568	200gals. unleaded gasoline	901.92
12/04/2023	APA001324	698638	244gals. unleaded gasoline	999.97
12/04/2023	APA001324	700956	120gals. unleaded gasoline	505.53
12/04/2023	APA001324	714618	800gals. clear diesel	3,989.76
12/29/2023	DFT0007021	715864	185gals. unleaded gasoline	789.83
12/29/2023	DFT0007021	719899	110gals. unleaded gasoline	465.96
12/29/2023	DFT0007021	740045	167gals. unleaded gasoline	664.92
12/29/2023	DFT0007022	753444	140gals. unleaded gasoline	570.03
12/12/2023	DFT0006977	AN44171	Fuel	-8,309.14
12/29/2023	DFT0007022	771236	185gals. unleaded gasoline	713.99
<b>Vendor 01705 - Hunt &amp; Sons, Inc. Total:</b>				<b>4,031.40</b>
<b>Vendor: 01713 - I.B.E.W. Local Union 1245</b>				
12/04/2023	APA001325	INV0007112	Union Dues	-42.00
12/04/2023	APA001325	INV0007112	Union Dues	940.87
12/04/2023	APA001325	INV0007124	Union Dues	4.32
12/04/2023	APA001325	INV0007138	Union Dues	-42.00
12/04/2023	APA001325	INV0007138	Union Dues	941.95
12/08/2023	APA001343	INV0007158	Union Dues	-42.00
12/08/2023	APA001343	INV0007158	Union Dues	941.95
12/29/2023	APA001370	INV0007178	Union Dues	-42.00
12/29/2023	APA001370	INV0007178	Union Dues	941.95
<b>Vendor 01713 - I.B.E.W. Local Union 1245 Total:</b>				<b>3,603.04</b>
<b>Vendor: 01716 - ICMA Retirement Trust-401</b>				
12/08/2023	DFT0006875	INV0007153	Retirement - 401(a) Match	3,122.16
12/22/2023	DFT0006993	INV0007173	Retirement - 401(a) Match	3,020.45
<b>Vendor 01716 - ICMA Retirement Trust-401 Total:</b>				<b>6,142.61</b>
<b>Vendor: 01715 - ICMA Retirement Trust-457</b>				
12/08/2023	DFT0006876	INV0007154	Retirement Trust - 457	3,122.16
12/08/2023	DFT0006877	INV0007155	Deferred Comp 457	9,999.41
12/08/2023	DFT0006878	INV0007156	Retirement Trust - 457	2,147.59
12/08/2023	DFT0006879	INV0007157	Retirement Trust - 457	948.14
12/22/2023	DFT0006994	INV0007174	Retirement Trust - 457	3,020.45
12/22/2023	DFT0006995	INV0007175	Deferred Comp 457	9,694.26
12/22/2023	DFT0006996	INV0007176	Retirement Trust - 457	2,169.78
12/22/2023	DFT0006997	INV0007177	Retirement Trust - 457	948.14
<b>Vendor 01715 - ICMA Retirement Trust-457 Total:</b>				<b>32,049.93</b>
<b>Vendor: 02807 - Infosend</b>				
12/08/2023	APA001344	251305	Postage & Mailings	5,527.45
<b>Vendor 02807 - Infosend Total:</b>				<b>5,527.45</b>



## Expense Approval Report

Payment Dates: 12/1/2023 - 12/31/2023

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
<b>Vendor: 01720 - Inland Business Systems</b>				
12/08/2023	APA001345	IN3812448	Office supplies	26.29
<b>Vendor 01720 - Inland Business Systems Total:</b>				<b>26.29</b>
<b>Vendor: 01731 - Internal Revenue Service</b>				
12/03/2023	DFT0006858	INV0007146	FICA Withholding	169.12
12/03/2023	DFT0006859	INV0007147	Fed Withholding	29.86
12/03/2023	DFT0006861	INV0007149	Medicare Withholding	39.56
12/11/2023	DFT0006881	INV0007161	FICA Withholding	17,418.48
12/11/2023	DFT0006882	INV0007162	Fed Withholding	14,907.40
12/11/2023	DFT0006884	INV0007164	Medicare Withholding	4,166.78
12/25/2023	DFT0006999	INV0007181	FICA Withholding	16,094.74
12/25/2023	DFT0007000	INV0007182	Fed Withholding	13,450.40
12/25/2023	DFT0007002	INV0007184	Medicare Withholding	3,951.46
<b>Vendor 01731 - Internal Revenue Service Total:</b>				<b>70,227.80</b>
<b>Vendor: 03057 - International Brotherhood of 137 TCWH</b>				
12/04/2023	APA001326	INV0007113	Union Dues Teamsters	474.02
12/04/2023	APA001326	INV0007139	Union Dues Teamsters	474.02
12/08/2023	APA001346	INV0007159	Union Dues Teamsters	474.02
12/29/2023	APA001371	INV0007179	Union Dues Teamsters	474.02
<b>Vendor 03057 - International Brotherhood of 137 TCWH Total:</b>				<b>1,896.08</b>
<b>Vendor: 01729 - Interstate Batteries of the Rogue River</b>				
12/08/2023	APA001347	92003044	Supplies	469.16
<b>Vendor 01729 - Interstate Batteries of the Rogue River Total:</b>				<b>469.16</b>
<b>Vendor: 01722 - isolved, Inc.</b>				
12/08/2023	APA001348	I132786442	Plan admin.	88.20
12/08/2023	APA001348	I132885131	Plan admin.	723.51
12/26/2023	DFT0007020	APA001348	Plan Administration	-811.71
12/12/2023	DFT0006978	I133575362	Plan admin.	88.20
12/14/2023	DFT0007004	I132885131 (reissue)	Plan administration	723.51
<b>Vendor 01722 - isolved, Inc. Total:</b>				<b>811.71</b>
<b>Vendor: 01780 - Kimball Midwest</b>				
12/08/2023	APA001349	101582850	Supplies	170.05
12/29/2023	APA001372	101683097	Supplies	472.06
<b>Vendor 01780 - Kimball Midwest Total:</b>				<b>642.11</b>
<b>Vendor: 01790 - Knife River Construction</b>				
12/08/2023	APA001350	294969	Materials	888.46
12/04/2023	APA001327	295591	Materials	733.86
12/08/2023	APA001350	296744	Materials	800.36
12/29/2023	APA001373	297261	Materials	680.67
<b>Vendor 01790 - Knife River Construction Total:</b>				<b>3,103.35</b>
<b>Vendor: 01828 - Les Schwab Tire Center</b>				
12/08/2023	APA001351	60700412488	Repairs	378.63
<b>Vendor 01828 - Les Schwab Tire Center Total:</b>				<b>378.63</b>
<b>Vendor: 03329 - LinkedIn</b>				
12/12/2023	DFT0007068	P1899686	Training	3.12
<b>Vendor 03329 - LinkedIn Total:</b>				<b>3.12</b>
<b>Vendor: 01844 - Lowe's Home Improvement</b>				
12/13/2023	DFT0007033	970570498	Office supplies	69.80
<b>Vendor 01844 - Lowe's Home Improvement Total:</b>				<b>69.80</b>
<b>Vendor: 03270 - MAC Tools</b>				
12/11/2023	DFT0006987	214838	Tools	171.31
<b>Vendor 03270 - MAC Tools Total:</b>				<b>171.31</b>
<b>Vendor: 03325 - MATTHEW MILLER</b>				
12/08/2023	58084	2023-05	Reimbursement	1,561.50
<b>Vendor 03325 - MATTHEW MILLER Total:</b>				<b>1,561.50</b>

## Expense Approval Report

Payment Dates: 12/1/2023 - 12/31/2023

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
<b>Vendor: 03315 - Microsoft</b>				
12/15/2023	DFT0007063	Z62784EZVZ02	Software	276.00
<b>Vendor 03315 - Microsoft Total:</b>				<b>276.00</b>
<b>Vendor: 01905 - Minasian Law</b>				
12/04/2023	APA001328	2023-10	Legal	10,136.23
12/29/2023	APA001374	2023-11	Legal	13,024.77
<b>Vendor 01905 - Minasian Law Total:</b>				<b>23,161.00</b>
<b>Vendor: 01908 - MJB Welding Supply</b>				
12/08/2023	APA001352	01455416	4-1/2" cut off wheel	239.76
12/08/2023	APA001352	01455416	tapered contact tip	39.53
12/08/2023	APA001352	01455416	3/8" tapered nozzle	23.14
12/29/2023	APA001375	01457405	mig gloves	50.84
12/29/2023	APA001375	01457405	safety glasses	18.45
<b>Vendor 01908 - MJB Welding Supply Total:</b>				<b>371.72</b>
<b>Vendor: 03225 - Myers and Sons Construction, LLC</b>				
12/08/2023	58085	348-16	RES B Replacement Project	-1,650.00
12/08/2023	58085	348-16	RES B Replacement Project	33,000.00
<b>Vendor 03225 - Myers and Sons Construction, LLC Total:</b>				<b>31,350.00</b>
<b>Vendor: 03045 - N.C.G.T. SECURITY FUND</b>				
12/12/2023	1301	2023-12	Insurance 12/23	16,270.00
<b>Vendor 03045 - N.C.G.T. SECURITY FUND Total:</b>				<b>16,270.00</b>
<b>Vendor: 01955 - National Notary Association</b>				
12/08/2023	DFT0006972	7870225	Membership	129.00
<b>Vendor 01955 - National Notary Association Total:</b>				<b>129.00</b>
<b>Vendor: 01742 - Nelson's Building Maintenance, Inc.</b>				
12/08/2023	APA001353	781418	Supplies	74.62
12/29/2023	APA001376	781767	Supplies	266.69
12/29/2023	APA001376	781837	Supplies	91.70
12/29/2023	APA001376	781837	Supplies	91.70
<b>Vendor 01742 - Nelson's Building Maintenance, Inc. Total:</b>				<b>524.71</b>
<b>Vendor: 01980 - Northern Recycling &amp; Waste Svcs</b>				
12/05/2023	DFT0006913	2023-10 (1)	Garbage	120.00
12/04/2023	DFT0006870	2023-11	Garbage	35.66
12/04/2023	DFT0006870	2023-11	Garbage	56.97
12/04/2023	DFT0006870	2023-11	Garbage	180.52
12/04/2023	DFT0006870	2023-11	Garbage	62.68
12/06/2023	DFT0006940	2023-12	Waste / Garbage	35.66
12/06/2023	DFT0006940	2023-12	Waste / Garbage	56.97
12/06/2023	DFT0006940	2023-12	Waste / Garbage	180.52
12/06/2023	DFT0006940	2023-12	Waste / Garbage	62.68
12/06/2023	DFT0006904	2023-11 (Green)	Green waste	40.00
<b>Vendor 01980 - Northern Recycling &amp; Waste Svcs Total:</b>				<b>831.66</b>
<b>Vendor: 01950 - Northstate Aggregate, Inc.</b>				
12/04/2023	APA001329	153999	Supplies	1,030.49
12/04/2023	APA001329	163520	Supplies	1,029.87
12/04/2023	APA001329	145670	Base Rock	948.24
12/04/2023	APA001329	153981	Supplies	946.84
12/08/2023	APA001354	144511	Supplies	949.23
12/08/2023	APA001354	153982	Supplies	967.74
12/08/2023	APA001354	159738	Supplies	971.32
12/08/2023	APA001354	163467	Base Rock	963.96
12/08/2023	APA001354	116212	Supplies	463.27
12/08/2023	APA001354	163562	base rock	477.40
12/08/2023	APA001354	163564	Base Rock	941.27
12/04/2023	APA001329	163822	Supplies	99.13
12/08/2023	APA001354	164971	Base Rock	1,503.63
<b>Vendor 01950 - Northstate Aggregate, Inc. Total:</b>				<b>11,292.39</b>

## Expense Approval Report

Payment Dates: 12/1/2023 - 12/31/2023

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
<b>Vendor: 02005 - Olin Corp</b>				
12/04/2023	APA001330	900336615	Sodium Hypochlorite	11,663.62
<b>Vendor 02005 - Olin Corp Total:</b>				<b>11,663.62</b>
<b>Vendor: 01538 - O'Reilly Auto Parts</b>				
12/04/2023	APA001331	3534-111309	Supplies	165.72
12/04/2023	APA001331	3534-111309	Repair parts	165.72
12/04/2023	APA001331	3534-113024	Repair parts	41.96
12/08/2023	APA001355	3534-113920	Repair parts	15.41
12/08/2023	APA001355	3534-115123	Repair parts	11.23
12/08/2023	APA001355	3534-115124	Repair parts	26.93
12/08/2023	APA001355	3534-115185	Repair parts	83.33
12/08/2023	APA001355	3534-115276	Repair parts	86.19
12/29/2023	APA001377	3534-115396	Supplies	85.09
12/08/2023	APA001355	3534-115134	Repair parts	13.31
12/29/2023	APA001377	3534-116966	Repair parts	7.39
<b>Vendor 01538 - O'Reilly Auto Parts Total:</b>				<b>702.28</b>
<b>Vendor: 02024 - Our Savior Lutheran Church</b>				
12/13/2023	DFT0007028	2023-12-13	Office supplies	18.26
<b>Vendor 02024 - Our Savior Lutheran Church Total:</b>				<b>18.26</b>
<b>Vendor: 02030 - Pace Supply</b>				
12/04/2023	DFT0006868	088977559	1" pack joint	549.30
12/04/2023	DFT0006868	088977559	1-1/2 pack joint	1,040.74
12/04/2023	DFT0006868	088844672-1	4 x 12 x 2 OD clamp	2,523.42
12/04/2023	DFT0006868	088844672-1	6 x 7-1/2 x 2 OD clamp	2,553.42
12/04/2023	DFT0006868	088844672-1	8 x 12 OD clamp	1,181.54
12/04/2023	DFT0006868	0888672-2	6 x 12 std clamp	1,005.11
12/04/2023	DFT0006868	088977559-1	6" flex coupling	2,297.40
12/11/2023	DFT0006958	088532397-6	Adaptor - Serv Brass - 1' MIP X...	635.73
12/11/2023	DFT0006957	089065849	1 x 24 brass nip	1,274.06
12/11/2023	DFT0006957	089065849	1"x close brass nip	313.23
12/11/2023	DFT0006957	089065849	1" brass 90	412.47
12/11/2023	DFT0006957	089065849	1" brass ball valve	429.28
12/11/2023	DFT0006957	089065849	1" brass st ell	576.03
12/11/2023	DFT0006957	089065849	1" backflow	7,894.92
12/11/2023	DFT0006957	089065849	1 x 18 brass nip	944.21
12/11/2023	DFT0006957	089065849	1" brass union	942.60
<b>Vendor 02030 - Pace Supply Total:</b>				<b>24,573.46</b>
<b>Vendor: 02081 - Pacific Gas &amp; Electric Company</b>				
12/07/2023	DFT0006961	2023-11	Utilities	19,998.65
12/07/2023	DFT0006961	2023-11	Utilities	1.35
12/12/2023	DFT0006962	2023-11 (2)	Utilities	4,004.54
12/29/2023	DFT0007024	2023-12	Gas & Electric	26,225.08
<b>Vendor 02081 - Pacific Gas &amp; Electric Company Total:</b>				<b>50,229.62</b>
<b>Vendor: 02049 - Parcel Quest</b>				
12/05/2023	DFT0006933	2023-12	Subscription	10.00
<b>Vendor 02049 - Parcel Quest Total:</b>				<b>10.00</b>
<b>Vendor: 02070 - Peterson</b>				
12/22/2023	DFT0007060	PC010229469	Repair parts	686.00
12/22/2023	DFT0007060	PR010028601	Repair parts	-28.15
<b>Vendor 02070 - Peterson Total:</b>				<b>657.85</b>
<b>Vendor: 02091 - Pitney Bowes</b>				
12/29/2023	DFT0007074	3106396973	Postage Meter	547.12
<b>Vendor 02091 - Pitney Bowes Total:</b>				<b>547.12</b>
<b>Vendor: 03048 - Plan B Professional Answering Service</b>				
12/08/2023	APA001356	2023-12	Answering service	154.60
<b>Vendor 03048 - Plan B Professional Answering Service Total:</b>				<b>154.60</b>

## Expense Approval Report

Payment Dates: 12/1/2023 - 12/31/2023

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
<b>Vendor: 03167 - RCI General Engineering</b>				
12/13/2023	58091	2023-09	MISLR 2	-16,140.20
12/13/2023	58091	2023-09	MISLR 2	322,804.05
12/13/2023	58091	2023-09 (MISLR 3)	MISLR 3	-26,306.45
12/13/2023	58091	2023-09 (MISLR 3)	MISLR 3	526,129.00
<b>Vendor 03167 - RCI General Engineering Total:</b>				<b>806,486.40</b>
<b>Vendor: 01631 - Rental Guys</b>				
12/04/2023	APA001332	964423-6	Rental equipment	436.24
12/08/2023	APA001357	967119-6	Rental equipment	288.70
<b>Vendor 01631 - Rental Guys Total:</b>				<b>724.94</b>
<b>Vendor: 03232 - RoadSafe Traffic Systems, Inc</b>				
12/08/2023	APA001358	180647	Supplies	998.01
12/08/2023	APA001358	353501757	Safety Supplies	1,269.84
<b>Vendor 03232 - RoadSafe Traffic Systems, Inc Total:</b>				<b>2,267.85</b>
<b>Vendor: 02211 - Sabre Backflow, LLC.</b>				
12/04/2023	APA001333	3752	backflow test kit calibration	180.64
<b>Vendor 02211 - Sabre Backflow, LLC. Total:</b>				<b>180.64</b>
<b>Vendor: 03306 - Save Mart</b>				
12/14/2023	DFT0006988	45274	Safety training	45.64
<b>Vendor 03306 - Save Mart Total:</b>				<b>45.64</b>
<b>Vendor: 03312 - SiriusXM</b>				
12/05/2023	DFT0006910	INV0007169	Office Expense	5.43
<b>Vendor 03312 - SiriusXM Total:</b>				<b>5.43</b>
<b>Vendor: 03153 - Slate Geotechnical Consultants, Inc.</b>				
12/08/2023	58086	2210	23-062-01 Magalia Dam Final ...	24,188.75
12/19/2023	58093	2229	23-062-01 Magalia Dam Final ...	12,163.83
<b>Vendor 03153 - Slate Geotechnical Consultants, Inc. Total:</b>				<b>36,352.58</b>
<b>Vendor: 03210 - Spatial Networks, Inc.</b>				
12/01/2023	DFT0006905	7E7049A6-0053	Software	672.00
<b>Vendor 03210 - Spatial Networks, Inc. Total:</b>				<b>672.00</b>
<b>Vendor: 02292 - Standard Insurance Company</b>				
12/05/2023	DFT0006885	2023-11	LT Disability	159.49
12/05/2023	DFT0006885	2023-11	ST Disability	24.54
12/05/2023	DFT0006885	2023-11	ST Disability	34.93
12/05/2023	DFT0006885	2023-11	LT Disability	227.05
12/05/2023	DFT0006885	2023-11	LT Disability	55.72
12/05/2023	DFT0006885	2023-11	ST Disability	8.57
12/05/2023	DFT0006885	2023-11	ST Disability	31.05
12/05/2023	DFT0006885	2023-11	LT Disability	201.82
12/12/2023	DFT0006975	2023-11 (2)	LT Disability	130.97
12/12/2023	DFT0006975	2023-11 (2)	ST Disability	20.15
12/12/2023	DFT0006975	2023-11 (2)	ST Disability	33.36
12/12/2023	DFT0006975	2023-11 (2)	LT Disability	216.81
12/12/2023	DFT0006975	2023-11 (2)	LT Disability	92.92
12/12/2023	DFT0006975	2023-11 (2)	ST Disability	14.30
12/12/2023	DFT0006975	2023-11 (2)	LT Disability	232.26
12/12/2023	DFT0006975	2023-11 (2)	ST Disability	35.73
<b>Vendor 02292 - Standard Insurance Company Total:</b>				<b>1,519.67</b>
<b>Vendor: 03061 - Sterling Health Services, Inc DBA</b>				
12/08/2023	DFT0006874	INV0007152	HSA Contribution	167.30
12/22/2023	DFT0006992	INV0007172	HSA Contribution	167.30
<b>Vendor 03061 - Sterling Health Services, Inc DBA Total:</b>				<b>334.60</b>
<b>Vendor: 03242 - SWALE Inc.</b>				
12/29/2023	APA001378	281	Consulting Services PID MSR u...	3,047.50
<b>Vendor 03242 - SWALE Inc. Total:</b>				<b>3,047.50</b>
<b>Vendor: 02332 - SWRCB</b>				
12/11/2023	58090	WD-0233932	Water System Annual Fee 7/1...	7,370.00

## Expense Approval Report

Payment Dates: 12/1/2023 - 12/31/2023

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
12/08/2023	58087	WD-0233963	Water System Annual Fee 7/1...	868.00
Vendor 02332 - SWRCB Total:				8,238.00
Vendor: 03284 - T&S Construction Co., Inc - Umpqua Bank				
12/08/2023	58089	2023-10	Zone A Pump Station	4,565.32
12/19/2023	58095	2023-11	Zone A Pump Station	2,670.52
Vendor 03284 - T&S Construction Co., Inc - Umpqua Bank Total:				7,235.84
Vendor: 03283 - T&S Construction Co., Inc				
12/08/2023	58088	2023-10	Zone A Pump Station	86,741.08
12/19/2023	58094	2023-11	Zone A Pump Station	50,739.80
Vendor 03283 - T&S Construction Co., Inc Total:				137,480.88
Vendor: 03296 - Tags 4 Less				
12/12/2023	DFT0006989	64453	Supplies	635.48
Vendor 03296 - Tags 4 Less Total:				635.48
Vendor: 02362 - Thomas Ace Hardware				
12/05/2023	DFT0006909	220449	Supplies	182.26
12/05/2023	DFT0006909	220529	Supplies	17.79
12/05/2023	DFT0006979	220570	Supplies	21.59
12/05/2023	DFT0006979	220765	Supplies	9.72
12/05/2023	DFT0006909	220872	Supplies	8.95
12/05/2023	DFT0006979	220874	Supplies	12.00
12/05/2023	DFT0006909	220875	Supplies	9.62
12/05/2023	DFT0006909	220881	Supplies	32.77
12/05/2023	DFT0006909	220946	Supplies	11.97
12/05/2023	DFT0006909	220962	Supplies	19.74
12/05/2023	DFT0006909	221108	Supplies	19.15
12/05/2023	DFT0006979	221117	Supplies	3.09
12/05/2023	DFT0006909	221139	Supplies	37.36
12/05/2023	DFT0006909	221239	Supplies	3.95
12/05/2023	DFT0006909	221267	Supplies	52.37
12/05/2023	DFT0006979	221330	Supplies	4.27
12/05/2023	DFT0006979	221362	Supplies	11.85
12/05/2023	DFT0006979	221386	Supplies	40.95
12/05/2023	DFT0006979	221388	Supplies	8.09
12/05/2023	DFT0006979	221492	Supplies	165.92
12/05/2023	DFT0006979	221499	Supplies	162.10
12/13/2023	DFT0006980	221561	Supplies	26.25
12/13/2023	DFT0006980	221708	Supplies	1.81
12/13/2023	DFT0006980	221717	Supplies	5.33
12/13/2023	DFT0006980	221878	Supplies	150.51
12/13/2023	DFT0006980	221972	Supplies	4.93
12/13/2023	DFT0006980	222002	Supplies	34.89
12/13/2023	DFT0006980	222050	Tools	38.01
12/13/2023	DFT0006980	222114	Supplies	30.81
12/13/2023	DFT0006980	222118	Supplies	13.50
12/13/2023	DFT0006980	222194	Supplies	16.44
12/13/2023	DFT0006980	222198	Supplies	40.36
12/29/2023	DFT0007050	222265	Supplies	7.67
12/29/2023	APA001379	222320	Supplies	4.29
12/29/2023	APA001379	222513	Supplies	27.33
12/29/2023	DFT0007050	222706	Supplies	3.60
12/29/2023	DFT0007050	222837	Supplies	247.19
12/29/2023	DFT0007050	222838	Supplies	1.39
12/29/2023	DFT0007050	222860	Tools	46.48
12/29/2023	DFT0007050	222915	Small tools	10.27
12/29/2023	DFT0007050	222916	Supplies	24.34
12/29/2023	DFT0007050	222925	Supplies	15.15
12/29/2023	DFT0007050	222967	Supplies	10.90
12/29/2023	DFT0007050	223001	Small tools	28.42

## Expense Approval Report

Payment Dates: 12/1/2023 - 12/31/2023

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
12/29/2023	DFT0007050	223030	Supplies	5.30
Vendor 02362 - Thomas Ace Hardware Total:				1,630.68
Vendor: 02376 - Town of Paradise				
12/04/2023	58074	9377-9385-PID	Utility Agreement	22,000.00
12/04/2023	58074	9377-9385-PID	Utility Agreement	82,000.00
Vendor 02376 - Town of Paradise Total:				104,000.00
Vendor: 03261 - Tractor Supply Company				
12/07/2023	DFT0006973	123267	Supplies	193.94
12/08/2023	DFT0007049	2023-12-08	Building maintenance	56.71
Vendor 03261 - Tractor Supply Company Total:				250.65
Vendor: 02692 - United Rentals, Inc				
12/08/2023	APA001359	227380984-001	Repairs	307.73
12/29/2023	APA001380	225002163-001	Rental	1,673.16
Vendor 02692 - United Rentals, Inc Total:				1,980.89
Vendor: 02681 - Univar USA, Inc.				
12/05/2023	1298	51581364	Sodium Bisulfite 25%	1,632.74
Vendor 02681 - Univar USA, Inc. Total:				1,632.74
Vendor: 02824 - US Bank Corporate Payment System				
12/01/2023	DFT0006926	2023-12 BassPROShop	Safety Supplies	1,308.40
12/11/2023	DFT0007032	2023-12-11	Safety equipment	1,308.40
12/13/2023	DFT0007031	147 6 1292 4046	Employee safety	88.28
12/13/2023	DFT0007026	2023-12-13	Recognition	100.00
12/19/2023	DFT0007065	TO-231219-14281	Community relations	849.63
12/23/2023	DFT0007053	3431062265892831	Office Supplies	9.73
12/29/2023	DFT0007075	2023-12-29	Repair parts	289.58
Vendor 02824 - US Bank Corporate Payment System Total:				3,954.02
Vendor: 02686 - USA Blue Book				
12/29/2023	APA001381	SO3135464 (CM)	Supplies	-69.04
12/08/2023	APA001360	INV00167278	SO3164164	725.61
12/29/2023	APA001381	INV00173267	Supplies	467.50
12/29/2023	APA001381	INV00176567	Supplies	362.32
12/29/2023	APA001381	SCN015103	Supplies	-491.86
12/29/2023	APA001381	INV00203703	Supplies	224.09
12/29/2023	APA001381	350001 to 350005	Supplies	-9.25
Vendor 02686 - USA Blue Book Total:				1,209.37
Vendor: 02690 - USDA Forest Service				
12/08/2023	APA001361	BF051103AE027	Permit	76.37
Vendor 02690 - USDA Forest Service Total:				76.37
Vendor: 02703 - Verizon Wireless				
12/11/2023	DFT0006952	9949827188	Cell Phones	422.83
12/11/2023	DFT0006952	9949827188	Cell Phones	1,056.41
12/11/2023	DFT0006952	9949827188	Cell Phones	292.71
12/11/2023	DFT0006952	9949827188	Cell Phones	617.83
Vendor 02703 - Verizon Wireless Total:				2,389.78
Vendor: 02712 - VistaNet inc.				
12/29/2023	APA001382	22239	Systems Engineer	420.00
12/29/2023	APA001382	22781	Systems Engineer	120.00
12/29/2023	APA001382	23165	Blue Tooth Issue	120.00
12/04/2023	APA001334	23302	Sophos Central	793.35
12/04/2023	APA001334	23303	Network Monitoring	629.00
12/04/2023	APA001334	23304	Quarterly Perimeter Scan	60.00
12/29/2023	APA001382	23477	Maintenance	90.00
12/29/2023	APA001382	23478	Maintenance	120.00
12/29/2023	APA001382	23479	Maintenance	1,327.35
12/29/2023	APA001382	23480	Maintenance	60.00
12/29/2023	APA001382	23481	Maintenance	300.00
Vendor 02712 - VistaNet inc. Total:				4,039.70

## Expense Approval Report

Payment Dates: 12/1/2023 - 12/31/2023

Payment Date	Payment Number	Payable Number	Description (Item)	Amount
<b>Vendor: 02714 - Wagner &amp; Bonsignore</b>				
12/04/2023	APA001335	2023-11	Legal	1,496.25
12/29/2023	APA001383	12-23-505	Water Rights work	6,696.05
<b>Vendor 02714 - Wagner &amp; Bonsignore Total:</b>				<b>8,192.30</b>
<b>Vendor: 03002 - Water Works Engineers</b>				
12/04/2023	58075	14452	22-098 PID WTP Equalizer Tank	83,544.61
12/04/2023	58075	14464	17-041 RES B Replacement Pro..	16,141.59
12/29/2023	APA001384	14588	22-098 WTP Equalizer Tank R...	34,909.68
12/19/2023	58096	14568	17-071 PID Backwash Waste ...	4,792.76
12/19/2023	58096	14569	17-041 PID RES B Replacement..	16,543.29
12/19/2023	58096	14570	19-017 Disaster Recovery Ma...	217,803.05
<b>Vendor 03002 - Water Works Engineers Total:</b>				<b>373,734.98</b>
<b>Vendor: 03134 - White Glove Cleaning Svc Inc</b>				
12/08/2023	APA001362	76940	Janitorial services	456.00
12/08/2023	APA001362	76941	Janitorial services	550.00
12/08/2023	APA001362	76942	Janitorial services	495.00
<b>Vendor 03134 - White Glove Cleaning Svc Inc Total:</b>				<b>1,501.00</b>
<b>Vendor: 02747 - Wienhoff &amp; Associates, Inc.</b>				
12/08/2023	APA001363	118262	DMV	510.00
<b>Vendor 02747 - Wienhoff &amp; Associates, Inc. Total:</b>				<b>510.00</b>
<b>Vendor: 02778 - Wurth USA Inc.</b>				
12/01/2023	DFT0006862	97866231	Shop supplies	19.80
12/01/2023	DFT0006862	97869449	Shop supplies	53.82
12/01/2023	DFT0006862	97882303	Shop supplies	100.81
12/01/2023	DFT0006917	97890354	Shop supplies	338.30
12/01/2023	DFT0006862	97903747	Shop supplies	268.73
12/01/2023	DFT0006917	97915770	Shop supplies	42.88
<b>Vendor 02778 - Wurth USA Inc. Total:</b>				<b>824.34</b>
<b>Grand Total:</b>				<b>2,025,976.91</b>



# Paradise Irrigation District

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

## Memo

To: Paradise Irrigation District Board of Directors  
From: Brett Goodlin, Accounting & Finance Manager  
CC: Tom Lando, District Manager  
Date: January 9, 2024  
RE: Fiscal Year 2024 Budget Update

The District operates and is guided by an annual budget approved by the Board of Directors. The budget is approved at the beginning of each fiscal year using the best data and assumptions available at the time. During a year, it becomes necessary to adjust the budget to account for unforeseen circumstances or uncertain projections. With 6 months remaining in the District's Fiscal Year 2024, staff is making the following recommendations for budget adjustments.

### REVENUE ADJUSTMENTS

	Current Budget	Recommended Budget
<b>Total Revenue, increase of \$66,040,000.</b> <b>Normal revenues increase \$1,670,000.</b>	\$ 7,976,232	\$ 74,016,232 <i>consisting of</i> <b>\$ 64,167,000 non-recurring payments</b>
<ul style="list-style-type: none"> <li><b>Consumption</b> <i>Increase to account for additional metering.</i></li> </ul>	\$ 460,000	\$ 830,000
<ul style="list-style-type: none"> <li><b>Investment Gain / Loss</b> <i>Adjust to align with actuals. Realized gain increase of \$300,000. Remainder is unrealized gain which will not affect operations or cash flow.</i></li> </ul>	\$ - 0 -	\$ 1,300,000
<ul style="list-style-type: none"> <li><b>Rentals</b> <i>Adjust to align with actuals. Rental properties are no longer occupied.</i></li> </ul>	\$ - 0 -	\$ 3,000
<ul style="list-style-type: none"> <li><b>Reimbursements</b> <i>Utility Locator Reimbursement remains through calendar year 2024. \$100,000 remains for FY25 then agreement ends.</i></li> </ul>	\$ - 0 -	\$ 200,000
<ul style="list-style-type: none"> <li><b>Grant Reimbursements</b> <i>Capital &amp; Recovery Reimbursements will continue through future fiscal years. Budget will include funds to match expenditures.</i></li> </ul>	\$ - 0 -	<b>\$ 25,000,000</b>
<ul style="list-style-type: none"> <li><b>Other Revenues</b> <i>Payments are from Insurance and Fire Trust Settlements.</i></li> </ul>	\$ - 0 -	<b>\$ 39,167,000</b>



## EXPENSE ADJUSTMENTS

	Current Budget	Recommended Budget
<b>Transmission &amp; Distribution, increase of \$ 763,000</b>		
<ul style="list-style-type: none"> <li><b>Salaries &amp; Benefits</b> <i>Clerical adjustment, no new staffing</i></li> </ul>	\$ 1,515,000	\$ 2,200,000
<ul style="list-style-type: none"> <li><b>Materials &amp; Supplies</b> <i>General cost increases</i></li> </ul>	\$ 528,000	\$ 558,000
<ul style="list-style-type: none"> <li><b>Utilities</b> <i>General cost increases</i></li> </ul>	\$ 91,000	\$ 94,000
<ul style="list-style-type: none"> <li><b>Outside Services</b> <i>General cost increases</i></li> </ul>	\$ 185,000	\$ 192,000
<ul style="list-style-type: none"> <li><b>Insurance</b> <i>General cost increases, new capital added</i></li> </ul>	\$ 36,000	\$ 74,000

	Current Budget	Recommended Budget
<b>Administration, increase of \$540,000</b>		
<ul style="list-style-type: none"> <li><b>Salaries &amp; Benefits</b> <i>Clerical adjustment, no new staffing</i></li> </ul>	\$ 1,211,000	\$ 1,700,000
<ul style="list-style-type: none"> <li><b>Other Expenses</b> <i>Interest Expense</i></li> </ul>	\$ - 0 -	\$ 51,000

	Current Budget	Recommended Budget
<b>Capital &amp; Recovery, increase of \$ 22,410,000</b>		
<ul style="list-style-type: none"> <li><b>Materials &amp; Supplies</b> <i>Include for current &amp; remainder of expected work for this fiscal year, will be reimbursed</i></li> </ul>	\$ - 0 -	\$ 20,000,000
<ul style="list-style-type: none"> <li><b>Outside Services</b> <i>Include for current &amp; remainder of expected work for this fiscal year, will be reimbursed</i></li> </ul>	\$ - 0 -	\$ 2,410,000

## SUMMARY

Regular, cash revenue budget is recommended to increase \$873,000.

Regular, operating expense budget is recommended to increase \$1,303,000.

This leaves a year-end operating budget deficit of \$195,768. Staff is confident that budget adjustments will be identified in the coming month that will decrease the budgeted operating deficit.

The detail of specific account listings are on the following pages.

## Budger Review Fiscal Year 2024, through December

		Current Total Budget	YTD Activity	Budget Remaining	Budget % Remaining	Adjustment Addition
<b>Revenues</b>						
<b>400 - Taxes - PID Share [ Includes revenues distributed by Butte County for property tax assessments and liens. ]</b>						
<a href="#">01-00-450013</a>	Taxes - 1%	330,000	209,562	120,438	36%	
	<b>400 - Taxes - PID Share Total:</b>	<b>330,000</b>	<b>209,562</b>	<b>120,438</b>	<b>36%</b>	
<b>401 - Water - Service [ Includes revenues for monthly service fees for hydrant, business, irrigation, and residential meters. ]</b>						
<a href="#">01-00-400000</a>	Water Sales	200,000	39,037	160,963	80%	
<a href="#">01-00-400001</a>	Water - Service	3,710,232	1,306,794	2,403,438	65%	
<a href="#">01-00-400004</a>	Water - Service Fee	225,000	148,514	76,486	34%	
	<b>401 - Water - Service Total:</b>	<b>4,135,232</b>	<b>1,494,345</b>	<b>2,640,887</b>	<b>64%</b>	
<b>402 - Water - Consumption [ Includes revenues for metered water consumption. ]</b>						
<a href="#">01-00-400002</a>	Water - Consumption	460,000	422,925	37,075	8%	370,000
	<b>402 - Water - Consumption Total:</b>	<b>460,000</b>	<b>422,925</b>	<b>37,075</b>	<b>8%</b>	
<b>403 - Water - Fees &amp; Adjustments [ Includes revenues for penalties, fines, and fees. ]</b>						
<a href="#">01-00-400005</a>	Water - Penalty	150,000	115,658	34,342	23%	
<a href="#">01-00-400070</a>	Water - Backflow Test Fee	10,000	9,405	595	6%	
	<b>403 - Water - Fees &amp; Adjustments Total:</b>	<b>160,000</b>	<b>125,063</b>	<b>34,937</b>	<b>22%</b>	
<b>405 - Outside Water Sales [ Includes revenues for water sales to other agencies. ]</b>						
<a href="#">01-00-405000</a>	Outside Water Sales	225,000	113,414	111,586	50%	
	<b>405 - Outside Water Sales Total:</b>	<b>225,000</b>	<b>113,414</b>	<b>111,586</b>	<b>50%</b>	
<b>425 - Non-Recurring Services [ Includes revenues for service installs, upgrades, repairs, and other misc. work. ]</b>						
<a href="#">01-00-410000</a>	Meter Charges	13,000	1,942	11,058	85%	
<a href="#">01-00-445020</a>	Service Charges, Reinstalls	13,000	(274)	13,274	102%	
<a href="#">01-00-420000</a>	Developer Charges	40,000	19,536	20,464	51%	
	<b>425 - Non-Recurring Services Total:</b>	<b>66,000</b>	<b>21,204</b>	<b>44,796</b>	<b>68%</b>	
<b>460 - Interest Income [ Includes revenues earned from investments and savings. ]</b>						
<a href="#">01-00-460000</a>	Interest	2,600,000	1,476,249	1,123,751	43%	
	<b>460 - Interest Income Total:</b>	<b>2,600,000</b>	<b>1,476,249</b>	<b>1,123,751</b>	<b>43%</b>	
<b>465 - Rental Income [ Includes revenues (net) earned from rental properties. ]</b>						
<a href="#">01-00-465000</a>	Rents	-	2,905	(2,905)	0%	3,000
	<b>465 - Rental Income Total:</b>	<b>-</b>	<b>2,905</b>	<b>(2,905)</b>	<b>0%</b>	
<b>475 - Investment Gain/Loss [ Includes revenues from realized and unrealized investment activity. ]</b>						
<a href="#">01-00-499060</a>	REAL GAIN/LOSS - INVESTMENTS	-	98,698	(98,698)	0%	300,000
<a href="#">01-00-499061</a>	FMV GAIN/LOSS - INVESTMENTS	-	1,745,963	(1,745,963)	0%	1,000,000
	<b>475 - Investment Gain/Loss Total:</b>	<b>-</b>	<b>1,844,661</b>	<b>(1,844,661)</b>	<b>0%</b>	
<b>490 - Reimbursements [ Includes revenues from contracts, damage repairs, and small insurance claims. ]</b>						
<a href="#">01-00-490020</a>	Reimbursements	-	119,623	(119,623)	0%	200,000
	<b>490 - Reimbursements Total:</b>	<b>-</b>	<b>119,623</b>	<b>(119,623)</b>	<b>0%</b>	
<b>495 - Grant Reimbursements [ Includes revenues from requested expenditures of grant funds. ]</b>						
<a href="#">01-00-499020</a>	Grant Reimbursements	-	1,527,039	(1,527,039)	0%	25,000,000
	<b>495 - Grant Reimbursements Total:</b>	<b>-</b>	<b>1,527,039</b>	<b>(1,527,039)</b>	<b>0%</b>	
<b>499 - Other [ Includes revenues from settlements and all other sources that are nonrecurring. ]</b>						
<a href="#">01-00-499030</a>	Note Receivable	-	595	(595)	0%	2,000
<a href="#">01-00-499050</a>	Revenue - Surplus Property	-	61,315	(61,315)	0%	65,000
<a href="#">01-00-499099</a>	Miscellaneous Non-Op. Revenue	-	11,061,465	(11,061,465)	0%	39,100,000
	<b>499 - Other Total:</b>	<b>-</b>	<b>11,123,374</b>	<b>(11,123,374)</b>	<b>0%</b>	<b>39,167,000</b>
	<b>All Revenue Total:</b>	<b>7,976,232</b>	<b>18,480,365</b>	<b>(10,504,133)</b>	<b>-132%</b>	<b>66,040,000</b>

01-00-400002	Consumption estimation for remainder of the year, 5 months of \$50k and 2 months at \$60k.
01-00-465000	Rents to match actuals
01-00-499060	Realized gain allocated per month carried forward to remainder of FY
01-00-499061	To mirror actuals, *NOTE* this is unrealized gain, a flucuation in market value
01-00-490020	Reimbursements are PG&E at \$16,500 per month
01-00-499020	Grant / Recovery reimbursement for expected payments of work completed
01-00-499030	Regular installment payments through utility billing
01-00-499050	Surplus property revenue to match actuals
01-00-499050	To include for insurance settlement & expected Fire Trust payout

## Budger Review Fiscal Year 2024, through December

		Current Total Budget	YTD Activity	Budget Remaining	Budget % Remaining	Adjustment Addition
<b>Depart: 40 - Transmission and Distribution</b>						
<b>466 - Custom Work</b>						
<a href="#">01-40-466001</a>	PFD Reimbursements-PID Mat'l.	-	(4,692)	4,692	0%	
<a href="#">01-40-466002</a>	PFD Reimbursements-PID Labor	-	(2,540)	2,540	0%	
<a href="#">01-40-466003</a>	PFD Reimbursements-PID Equip	-	(8,472)	8,472	0%	
<b>466 - Custom Work Total:</b>		-	<b>(15,704)</b>	<b>15,704</b>	<b>0%</b>	
<b>500 - Salaries &amp; Benefits</b>						
<a href="#">01-40-500000</a>	SALARIES - DIRECT	1,000,000	468,533	531,467	53%	
<a href="#">01-40-505000</a>	CONTRACT LABOR	4,000	-	4,000	100%	
<a href="#">01-40-510000</a>	SALARIES - OVERTIME	10,000	9,411	589	6%	
<a href="#">01-40-520010</a>	DENTAL	13,000	6,151	6,849	53%	
<a href="#">01-40-520020</a>	LIFE	2,000	834	1,166	58%	
<a href="#">01-40-520030</a>	FICA (Employer)	75,000	40,656	34,344	46%	
<a href="#">01-40-520040</a>	MEDICAL	220,000	125,903	94,097	43%	
<a href="#">01-40-520045</a>	RETIREMENT	92,000	52,965	39,035	42%	
<a href="#">01-40-520050</a>	VISION	4,000	1,895	2,105	53%	
<a href="#">01-40-520060</a>	WORKER'S COMPENSATION	80,000	15,028	64,972	81%	
<a href="#">01-40-590000</a>	UNEMPLOYMENT	15,000	-	15,000	100%	
<b>500 - Salaries &amp; Benefits Total:</b>		<b>1,515,000</b>	<b>721,376</b>	<b>793,624</b>	<b>52%</b>	<b>685,000</b>
<b>600 - Materials &amp; Supplies</b>						
<a href="#">01-40-600090</a>	Inventory Expense	66,000	20	65,980	100%	
<a href="#">01-40-601014</a>	Welding Supplies	8,000	3,956	4,044	51%	
<a href="#">01-40-601020</a>	Janitorial Supplies	2,000	898	1,102	55%	
<a href="#">01-40-601030</a>	Office Supplies	7,000	2,998	4,002	57%	
<a href="#">01-40-601035</a>	Software	10,000	8,161	1,839	18%	
<a href="#">01-40-601040</a>	Safety Supplies	15,000	8,348	6,652	44%	
<a href="#">01-40-601050</a>	Small Hand Tools	25,000	9,910	15,090	60%	
<a href="#">01-40-601060</a>	Construction & Maint. Supplies	250,000	140,331	109,669	44%	
<a href="#">01-40-601099</a>	Miscellaneous Supplies	-	107	(107)	0%	
<a href="#">01-40-620000</a>	Vehicles/Equipment-Gas/Oil	90,000	35,100	54,900	61%	
<a href="#">01-40-621000</a>	Equipment-Repairs	30,000	8,547	21,453	72%	
<a href="#">01-40-630023</a>	Physicals-DMV & PreEmployment	5,000	3,689	1,311	26%	
<a href="#">01-40-675015</a>	Meal Reimbursement	-	152	(152)	0%	
<a href="#">01-40-675040</a>	Training	10,000	1,624	8,376	84%	
<a href="#">01-40-699010</a>	Bldg & Grounds Maint. Expenses	10,000	30,345	(20,345)	-203%	
<b>600 - Materials &amp; Supplies Total:</b>		<b>528,000</b>	<b>254,186</b>	<b>273,814</b>	<b>52%</b>	<b>30,000</b>
<b>610 - Utilities</b>						
<a href="#">01-40-610061</a>	ELECTRIC	67,000	43,974	23,026	34%	
<a href="#">01-40-610062</a>	NATURAL GAS	5,000	449	4,551	91%	
<a href="#">01-40-611013</a>	CELL PHONES	13,000	8,260	4,740	36%	
<a href="#">01-40-630034</a>	TELEVISION	1,000	477	523	52%	
<a href="#">01-40-630035</a>	GARBAGE	1,000	1,119	(119)	-12%	
<a href="#">01-40-630036</a>	Landfill Fees	4,000	2,032	1,968	49%	
<b>610 - Utilities Total:</b>		<b>91,000</b>	<b>56,311</b>	<b>34,689</b>	<b>38%</b>	<b>3,000</b>
<b>622 - Outside Services</b>						
<a href="#">01-40-630005</a>	JANITORIAL SERVICES	6,000	5,257	743	12%	
<a href="#">01-40-630010</a>	Bldg & Grounds Maintenance	-	7,500	(7,500)	0%	
<a href="#">01-40-630011</a>	Weed Control	3,000	875	2,125	71%	
<a href="#">01-40-630015</a>	Building Security	2,000	469	1,531	77%	
<a href="#">01-40-630025</a>	Office Equipment Maintenance	500	9,284	(8,784)	-1757%	
<a href="#">01-40-630030</a>	Equipment Rental	5,000	2,474	2,526	51%	
<a href="#">01-40-630060</a>	Uniforms	17,000	10,196	6,804	40%	
<a href="#">01-40-635099</a>	Miscellaneous Prof. Services	140,500	88,926	51,574	37%	
<a href="#">01-40-650070</a>	Memberships	1,000	-	1,000	100%	
<a href="#">01-40-675030</a>	Seminars/Training	10,000	500	9,500	95%	
<b>622 - Outside Services Total:</b>		<b>185,000</b>	<b>125,481</b>	<b>59,519</b>	<b>32%</b>	<b>7,000</b>
<b>640 - Insurance</b>						
<a href="#">01-40-655000</a>	Insurance - Fire, Liability, e	34,000	34,391	(391)	-1%	
<a href="#">01-40-655010</a>	Disability Insurance	2,000	1,913	87	4%	
<b>640 - Insurance Total:</b>		<b>36,000</b>	<b>36,304</b>	<b>(304)</b>	<b>-1%</b>	<b>38,000</b>

Budger Review Fiscal Year 2024, through December

		Current		Budget	Budget %	Adjustment
		Total Budget	YTD Activity	Remaining	Remaining	Addition
<b>Depart: 40 - Transmission and Distribution</b>						
<b>650 - Misc</b>						
<a href="#">01-40-622001</a>	EQUIPMENT PURCH > \$2,500	-	24,980	(24,980)	0%	
<a href="#">01-40-650090</a>	Permits	-	975	(975)	0%	
<a href="#">01-40-650099</a>	Miscellaneous Fees	-	13,563	(13,563)	0%	
<a href="#">01-40-665000</a>	Postage	-	77	(77)	0%	
<a href="#">01-40-699000</a>	Miscellaneous	30,000	145	29,855	100%	
<b>650 - Misc Total:</b>		<b>30,000</b>	<b>39,740</b>	<b>(9,740)</b>	<b>-32%</b>	
<b>Depart: 40 - Transmission and Distribution Surplus (Deficit):</b>		<b>2,385,000</b>	<b>1,217,695</b>	<b>1,167,305</b>	<b>49%</b>	<b>763,000</b>

- Custom Work will adjust at year end to match actuals
- Salaries & Benefits: Better metric calculations. Requires budget adjustment
- Materials & Supplies Tree removal was not planned. Requires budget adjustment
- Utilities Estimated garbage bill needs adjustment
- Outside Services Janitorial services & Uniforms cost increases
- Insurance Cost increase & new capital to insure

## Budger Review Fiscal Year 2024, through December

		Current Total Budget	YTD Activity	Budget Remaining	Budget % Remaining	Adjustment Addition
<b>Depart: 60 - Administration</b>						
<b>500 - Salaries &amp; Benefits</b>						
<a href="#">01-60-500000</a>	SALARIES - DIRECT	875,000	421,303	453,697	52%	
<a href="#">01-60-510000</a>	SALARIES - OVERTIME	5,000	667	4,333	87%	
<a href="#">01-60-520010</a>	DENTAL	9,000	3,959	5,041	56%	
<a href="#">01-60-520020</a>	LIFE	2,000	664	1,336	67%	
<a href="#">01-60-520030</a>	FICA (Employer)	70,000	35,578	34,422	49%	
<a href="#">01-60-520040</a>	MEDICAL	140,000	49,175	90,825	65%	
<a href="#">01-60-520045</a>	RETIREMENT	80,000	42,059	37,941	47%	
<a href="#">01-60-520050</a>	VISION	3,000	1,058	1,942	65%	
<a href="#">01-60-520060</a>	WORKER'S COMPENSATION	20,000	5,403	14,597	73%	
<a href="#">01-60-590000</a>	UNEMPLOYMENT	7,000	2,852	4,148	59%	
<b>500 - Salaries &amp; Benefits Total:</b>		<b>1,211,000</b>	<b>562,718</b>	<b>648,282</b>	<b>54%</b>	<b>489,000</b>
<b>600 - Materials &amp; Supplies</b>						
<a href="#">01-60-601020</a>	Janitorial Supplies	-	332	(332)	0%	
<a href="#">01-60-601030</a>	Office Supplies	20,000	10,820	9,180	46%	
<a href="#">01-60-601035</a>	Software	80,000	15,018	64,982	81%	
<a href="#">01-60-601040</a>	Safety Supplies	10,000	79	9,921	99%	
<a href="#">01-60-622001</a>	EQUIPMENT PURCH > \$2,500	2,000	14,689	(12,689)	-634%	
<a href="#">01-60-630023</a>	Physicals-DMV & PreEmployment	-	1,026	(1,026)	0%	
<a href="#">01-60-665000</a>	Postage	75,000	33,640	41,360	55%	
<a href="#">01-60-670050</a>	Community Relations	10,000	9,185	815	8%	
<a href="#">01-60-675015</a>	Meal Reimbursement	55,000	611	54,389	99%	
<a href="#">01-60-675020</a>	Mileage/Auto Allowance	10,000	5,978	4,022	40%	
<a href="#">01-60-675040</a>	Training	50,000	13,763	36,237	72%	
<a href="#">01-60-699010</a>	Bldg & Grounds Maint. Expenses	25,000	5	24,995	100%	
<b>600 - Materials &amp; Supplies Total:</b>		<b>337,000</b>	<b>105,146</b>	<b>231,854</b>	<b>69%</b>	
<b>610 - Utilities</b>						
<a href="#">01-60-610061</a>	ELECTRIC	25,000	14,719	10,281	41%	
<a href="#">01-60-610062</a>	NATURAL GAS	4,000	206	3,794	95%	
<a href="#">01-60-611013</a>	CELL PHONES	8,000	3,424	4,576	57%	
<a href="#">01-60-611061</a>	TELEPHONE	8,000	4,563	3,437	43%	
<a href="#">01-60-630037</a>	Internet Services	10,000	5,109	4,891	49%	
<b>610 - Utilities Total:</b>		<b>55,000</b>	<b>28,020</b>	<b>26,980</b>	<b>49%</b>	
<b>622 - Outside Services</b>						
<a href="#">01-60-630005</a>	JANITORIAL SERVICES	6,000	2,280	3,720	62%	
<a href="#">01-60-630010</a>	Bldg & Grounds Maintenance	6,000	9,106	(3,106)	-52%	
<a href="#">01-60-630015</a>	Building Security	1,000	1,307	(307)	-31%	
<a href="#">01-60-630025</a>	Office Equipment Maintenance	120,000	39,838	80,162	67%	
<a href="#">01-60-630030</a>	Equipment Rental	2,000	-	2,000	100%	
<a href="#">01-60-630035</a>	GARBAGE	2,000	516	1,484	74%	
<a href="#">01-60-630050</a>	Board Expense	15,000	2,310	12,690	85%	
<a href="#">01-60-630056</a>	Telephone Answering Service	1,000	958	42	4%	
<a href="#">01-60-630060</a>	Uniforms	5,000	515	4,485	90%	
<a href="#">01-60-635010</a>	Accounting	50,000	-	50,000	100%	
<a href="#">01-60-635030</a>	Legal	200,000	76,628	123,372	62%	
<a href="#">01-60-635040</a>	Administration Fee	1,000	-	1,000	100%	
<a href="#">01-60-635050</a>	Flexible Bene & COBRA Plan Adm	10,000	1,167	8,833	88%	
<a href="#">01-60-635099</a>	Miscellaneous Prof. Services	100,000	117,309	(17,309)	-17%	
<a href="#">01-60-650040</a>	Licenses	2,000	50	1,950	98%	
<a href="#">01-60-650050</a>	Dues	10,000	4,377	5,623	56%	
<a href="#">01-60-650070</a>	Memberships	40,000	15,270	24,730	62%	
<a href="#">01-60-650080</a>	Subscriptions	-	48	(48)	0%	
<b>622 - Outside Services Total:</b>		<b>571,000</b>	<b>271,680</b>	<b>299,320</b>	<b>52%</b>	
<b>640 - Insurance</b>						
<a href="#">01-60-655000</a>	Insurance - Fire, Liability, e	50,000	18,007	31,993	64%	
<a href="#">01-60-655010</a>	Disability Insurance	7,000	1,714	5,286	76%	
<b>640 - Insurance Total:</b>		<b>57,000</b>	<b>19,721</b>	<b>37,279</b>	<b>65%</b>	
<b>650 - Misc</b>						
<a href="#">01-60-670000</a>	Public Notices	4,000	100	3,900	97%	
<a href="#">01-60-675010</a>	Conferences & Meetings	7,000	5,897	1,103	16%	

Budger Review Fiscal Year 2024, through December

		Current		Budget	Budget %	Adjustment
		Total Budget	YTD Activity	Remaining	Remaining	Addition
<b>Depart: 60 - Administration</b>						
<a href="#">01-60-675030</a>	Seminars/Training	-	572	(572)	0%	
<a href="#">01-60-699000</a>	Miscellaneous	-	(13,981)	13,981	0%	
<a href="#">01-60-699031</a>	Bank Charges	89,000	52,769	36,231	41%	
<b>650 - Misc Total:</b>		<b>100,000</b>	<b>45,358</b>	<b>54,642</b>	<b>55%</b>	
<b>675 - Prin &amp; Interest</b>						
<a href="#">01-60-680000</a>	Interest Expense	-	44,867	(44,867)	0%	51,000
<b>675 - Prin &amp; Interest Total:</b>		<b>-</b>	<b>44,867</b>	<b>(44,867)</b>	<b>0%</b>	
<b>Depart: 60 - Administration Total:</b>		<b>2,331,000</b>	<b>1,077,511</b>	<b>1,253,489</b>	<b>54%</b>	<b>540,000</b>

Salaries & Benefits: No new staffing, miscalculated benefits originally  
Principal & Interest Interest paid on loans, originally left off

## Budger Review Fiscal Year 2024, through December

		Current Total Budget	YTD Activity	Budget Remaining	Budget % Remaining	Adjustment Addition
<b>Depart: 70 - Capital &amp; Recovery</b>						
<b>600 - Materials &amp; Supplies</b>						
<a href="#">01-70-601099</a>	Miscellaneous Supplies	-	7,918,784	(7,918,784)	0%	20,000,000
	<b>600 - Materials &amp; Supplies Total:</b>	-	<b>7,918,784</b>	<b>(7,918,784)</b>	<b>0%</b>	
<b>622 - Outside Services</b>						
<a href="#">01-70-635020</a>	Engineering	-	1,349,711	(1,349,711)	0%	2,050,000
<a href="#">01-70-635099</a>	Miscellaneous Prof. Services	-	583,146	(583,146)	0%	360,000
	<b>622 - Outside Services Total:</b>	-	<b>1,932,857</b>	<b>(1,932,857)</b>	<b>0%</b>	
	<b>Depart: 70 - Pipeline Total:</b>	-	<b>9,851,641</b>	<b>(9,851,641)</b>	<b>0%</b>	
01-70-601099	Estimated remainder of work through rest of fiscal year. MISLR3 & Zone A					
01-70-635020	Estimated remainder of work through rest of fiscal year, Water Works					
01-70-635099	Estimated remainder of work through rest of fiscal year, APTIM					



# Paradise Irrigation District

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**DATE:** January 10, 2024  
**TO:** PID Board of Directors  
**FROM:** Tom Lando, District Manager  
**RE:** Cyber Threats – Water Utilities Targeted  
January 17, 2024 Board of Directors Meeting

President Matthews provided the following news article regarding concerns from U.S. security officials about water utilities that have been impacted by an international cyberattack.

As an added measure to protect its systems, the Water Treatment Plant is not connected to the internet, so this is not an issue for PID. The District also utilizes outside expertise to protect against cyber threats.



# US water utilities targeted by foreign hackers, prompting calls for cybersecurity overhaul

Published January 02, 2024

Associated Press

The Aliquippa water authority in western Pennsylvania became a victim of an international cyberattack, along with other U.S. water utilities. The attack prompted concerns from U.S. security officials about the vulnerability of water utilities to cyber threats.

Despite the growing threats, many water utilities, especially smaller ones, lack the necessary funds and expertise for effective cybersecurity measures.

The tiny Aliquippa water authority in western Pennsylvania was perhaps the least-suspecting victim of an international cyberattack.

It had never had outside help in protecting its systems from a cyberattack, either at its existing plant that dates to the 1930s or the new \$18.5 million one it is building.

Then it — along with several other water utilities — was struck by what federal authorities say are Iranian-backed hackers targeting a piece of equipment specifically because it was Israeli-made.

"If you told me to list 10 things that would go wrong with our water authority, this would not be on the list," said Matthew Mottes, the chairman of the authority that handles water and wastewater for about 22,000 people in the woodsy exurbs around a one-time steel town outside Pittsburgh.

## US JUSTICE DEPARTMENT URGED TO INVESTIGATE AFTER FOREIGN HACKERS BREACH PENNSYLVANIA WATER SUPPLY

The hacking of the Municipal Water Authority of Aliquippa is prompting new warnings from U.S. security officials at a time when states and the federal government are wrestling with how to harden water utilities against cyberattacks.



This photo shows the screen of a Unitronics device that was hacked in Aliquippa, Pa., on Nov. 25, 2023. The hacked device was in a pumping booster station owned by the Municipal Water Authority of Aliquippa. An electronic calling card left by the hackers suggests they picked their target because it uses components made by an Israeli company. (Municipal Water Authority of Aliquippa via AP)

The danger, officials say, is hackers gaining control of automated equipment to shut down pumps that supply drinking water or contaminate drinking water by reprogramming automated chemical treatments. Besides Iran, other potentially hostile geopolitical rivals, including China, are viewed by U.S. officials as a threat.

A number of states have sought to step up scrutiny, although water authority advocates say the money and the expertise are what is really lacking for a sector of more than 50,000 water utilities, most of which are local authorities that, like Aliquippa's, serve corners of the country where residents are of modest means and cybersecurity professionals are scarce.

Besides, utilities say, it's difficult to invest in cybersecurity when upkeep of pipes and other water infrastructure is already underfunded, and some cybersecurity measures have been pushed by private water companies, sparking pushback from public authorities that it is being used as a back door to privatization.

## PENNSYLVANIA WATER SUPPLY THREATENED AFTER HACKERS TARGET WATER AUTHORITY, CYBERSECURITY AGENCY SAYS

### Agenda Page 53

Efforts took on new urgency in 2021 when the federal government's leading cybersecurity agency reported five attacks on water authorities over two years, four of them ransomware and a fifth by a former employee.

At the Aliquippa authority, Iranian hackers shut down a remotely controlled device that monitors and regulates water pressure at a pumping station. Customers weren't affected because crews alerted by an alarm quickly switched to manual operation — but not every water authority has a built-in manual backup system.

With inaction in Congress, a handful of states passed legislation to step up scrutiny of cybersecurity, including New Jersey and Tennessee. Before 2021, Indiana and Missouri had passed similar laws. A 2021 California law commissioned state security agencies to develop outreach and funding plans to improve cybersecurity in the agriculture and water sectors.

Legislation died in several states, including Pennsylvania and Maryland, where public water authorities fought bills backed by private water companies.

Private water companies say the bills would force their public counterparts to abide by the stricter regulatory standards that private companies face from utility commissions and, as a result, boost public confidence in the safety of tap water.

"It's protecting the nation's tap water," said Jennifer Kocher, a spokesperson for the National Association of Water Companies. "It is the most economical choice for most families, but it also has a lack of confidence from a lot of people who think they can drink it and every time there's one of these issues it undercuts the confidence in water and it undercuts people's willingness and trust in drinking it."

Opponents said the legislation is designed to foist burdensome costs onto public authorities and encourage their boards and ratepayers to sell out to private companies that can persuade state utility commissions to raise rates to cover the costs.

"This is a privatization bill," Justin Fiore of the Maryland Municipal League told Maryland lawmakers during a hearing last spring. "They're seeking to take public water companies, privatize them by expanding the burden, cutting out public funding."

For many authorities, the demands of cybersecurity tend to fade into the background of more pressing needs for residents wary of rate increases: aging pipes and increasing costs to comply with clean water regulations.

One critic, Pennsylvania state Sen. Katie Muth, a Democrat from suburban Philadelphia's Montgomery County, criticized a GOP-penned bill for lacking funding.

"People are drinking water that is below standards, but selling out to corporations who are going to raise rates on families across our state who cannot afford it is not a solution," Muth told colleagues during floor debate on a 2022 bill.

2 Pennsylvania state Rep. Rob Matzie, a Democrat whose district includes the Aliquippa water authority, is working on legislation to create a funding stream to help water and electric utilities pay for cybersecurity upgrades after he looked for an existing funding source and found none.

"The Aliquippa water and sewer authority? They don't have the money," Matzie said in an interview.

In March, the U.S. Environmental Protection Agency proposed a new rule to require states to audit the cybersecurity of water systems.

It was short-lived.

Three states — Arkansas, Missouri and Iowa — sued, accusing the agency of overstepping its authority and a federal appeals court promptly suspended the rule. The EPA withdrew the rule in October, although a deputy national security adviser, Anne Neuberger, told The Associated Press that it could have "identified vulnerabilities that were targeted in recent weeks."

Two groups that represent public water authorities, the American Water Works Association and the National Rural Water Association, opposed the EPA rule and now are backing bills in Congress to address the issue in different ways.

One bill would roll out a tiered approach to regulation: more requirements for bigger or more complex water utilities. The other is an amendment to Farm Bill legislation to send federal employees called "circuit riders" into the field to help smaller and rural water systems detect cybersecurity weaknesses and address them.

If Congress does nothing, 6-year-old Safe Drinking Water Act standards will still be in place — a largely voluntary regime that both the EPA and cybersecurity analysts say has yielded minimal progress.

Meanwhile, states are in the midst of applying for grants from a \$1 billion federal cybersecurity program, money from the 2021 federal infrastructure law.

But water utilities will have to compete for the money with other utilities, hospitals, police departments, courts, schools, local governments and others.



Robert M. Lee, CEO of Dragos Inc., which specializes in cybersecurity for industrial-control systems, said the Aliquippa water authority's story — that it had no cybersecurity help — is common. **Agenda Page 54**

## HACK OF WATER SUPPLY IN SMALL FLORIDA TOWN SIMILAR TO ISRAELI ATTACK BLAMED ON IRAN

Because of that, Dragos has begun offering free access to its online support and software that helps detect vulnerabilities and threats for water and electric utilities that draw under \$100 million in revenue.

After Russia attacked Ukraine in 2022, Dragos tested the idea by rolling out software, hardware and installation at a cost of a couple million bucks for 30 utilities.

"It was amazing, the feedback," Lee said. "You wonder, 'Hey I think I can move the needle in this way' ... and those 30 were like, 'Holy crap, no one's ever paid attention to us. No one's ever tried to get us help.'"

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<https://www.foxnews.com/us/us-water-utilities-targeted-foreign-hackers-prompting-calls-cybersecurity-overhaul>

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## Customer Service Activity Report - December 2023

### Service Requests

Service Types	Request Total
Account Management	156
Activate Water w/ Backflow	9
Backflow Maintenance	9
Construction Support	5
Disconnect	2
Field Customer Service	64
Field Maintenance	5
From Active to Ready-to-Serve	17
New Meter Order	0
No Water	11
Transfer Ownership	83
Water Quality	3
<b>Grand Total</b>	<b>364</b>

**Decreased** from 411 service requests in December 2022

### Phone Activity





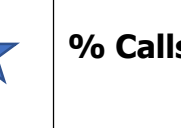
Phone Activity	Dec. 2022	Dec. 2023	Trend
Average calls per day	18.48	28.11	Increased
Average abandoned per day	1.55	1.32	Decreased
Average time abandon	6.36 minutes	.31 seconds	Decreased
Average time to handle	.27 seconds	.22 seconds	Decreased

### Payments Processed

Payment Method	Dec. 2022	Dec. 2023	Trend
Automated Phone System	227	183	Decreased
Customer Service Team	2585	1703	Decreased
Web Portal	1697	1930	Increased
<b>Total</b>	<b>4509</b>	<b>3816</b>	<b>Decreased</b>

# Customer Service Activities December-January 2024

## Phone Survey Ratings

Rating						% Calls
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%
June 2023	15	0	1	1	0	1.8%
July 2023	7	0	0	0	0	0.9%
Dec 2023	6	0	0	0	0	1.3%

## Customer Service Survey Results

*Customer service surveys were sent to 30 % of the customers  
who had requests that required a field visit*

Number of Surveys Sent to Customers: 11

Number Surveys Returned: 7 (64%)

Average Rating <i>Customers were asked to rate service between 1 (poor) and 5(excellent)</i>	
Question	Rating
How was your experience contacting PID?	3.75
Was our office representative friendly and helpful?	4.12
Was our office representative knowledgeable?	4.12
How would you rate our communication during your service period?	4.11
Was our field representative courteous to you?	5.00
Did we respond promptly?	4.44
Was the problem solved in a reasonable amount of time?	4.75
Was the problem satisfactorily resolved?	4.88
Did PID meet your expectation for service?	4.88
How does PID's service compare with other businesses?	5.29

## Customer Compliments

**12/18/2023** ~ Thank you for all your help. Very nice work!!!

**12/18/2023** ~ Things have improved since the fire disaster. Thanks

**12/18/2023** ~ So far, everyone has treated us kindly and professionally. Just wish you could reduce the water prices.

**12/10/2023** ~ I support and appreciate all you do and that is why I paid for your service to be continued while my home was being prepared and I still had to live in Chico. Thank you.

- **DropCountr Registrations**

- We currently have 742 users signed up for DropCountr.
- 22 new users in the last month

- **Vacancies**

- One vacant customer service position
- One vacant accounting technician position with interview occurring this week.

- **Billing**

- Billing continues to operate smoothly.

**STAFF REPORT  
FIELD OPERATIONS  
December 2023**

## **TRANSMISSION & DISTRIBUTION**

### **DAILY OPERATIONS**

- Our crews have been taking care of leaks, emergencies, and maintenance issues.
- 9 scheduled main line and service line leaks were repaired this month.
- Call Center received 88 after hour calls.
- Standby received 20 calls.
- 3 emergency calls due to contractors.
- 1130 Completed USA tickets.
- 415 Backflows were tested.
- There were 4 Infrastructure Damage Reports filed.

### **SERVICE LINE REPLACEMENT / WATER REQUEST**

- 7 Meter and Backflow devices were installed.
- 7 Fire Flow tests were performed.
- 2 Service lines were replaced.

### **CUSTOMER REIMBURSEMENT JOBS (by work order)**

- 1 Cash Job has been completed.
  - We installed a double service on Clark Rd.

### **OVERVIEW**

- Continued efforts are being made with RCI and WWE to keep MISLER #3 project running smoothly and efficiently.
- The two vehicles we had at BidCal have sold.
- There was a tree that was dropped across Castle Ln and broke a 8" water main in half.
- Zone A Project is going well, we are continuing to work with WWE, T&S, and Blaine on that project.
- The Reservoir B project has been completed, tanks have been filled, and the site has been taken over by PID.
- We are working with West Valley on the beginning phases of the Mains Replacement Project.
- Coordinating with the Town of Paradise with their Paving Project.
- We have listed a job posting for Utility I workers, Interviews have been complete, and we will hire in January.

## **SUMMARY**

We had two vehicles at Bid Cal. We had a 2011 Ford F-450 Service Truck and a 2001 Ford F-450 Valve Truck. The auction took place on December 11<sup>th</sup>, 2023. The vehicles sold for a combined total of \$12,360.00.

On 12/1/23 at approximately 1330 we had received a call about a large leak on Castle Dr. upon arrival we noticed that a tree company had dropped a large pine tree across the road, resulting in the 8" C-900 below to crack in half and split for approximately 20'. Our crews worked into the night and restored water to the surrounding customers at approximately 1900.

## **MAINTENANCE PROJECTS**

- Continued efforts are being made to coordinate work schedules and bids with contractors regarding:
  - Digital Sign Board
  - Both rental buildings on Clark Rd
  - The roof on the Admin Office has leaks, Mark has numerous contractors working on repairing them.
  - Fixing and improving the lighting in the parking lots of the Admin Building and at the Corp Yard.
  - Working on converting the storage room in the admin office to office space.
- Working with Brett on obtaining a grant for EV chargers.
- All gutters have been replaced on the admin building.
- Repainting numerous offices at the Corp Yard.
- Preparation for winter at the admin office and the Corp yard.
- Vegetation management on various PID properties around town.
- Has been moving office furniture from the Admin Building to storage.
- General yard maintenance at Corp Yard and Admin Office.

## **DISTRIBUTION SYSTEM OPERATOR PROJECTS**

- Tank site maintenance, including vegetation management. Has completed the site clean up at C and E Tank sites.
- Flushing dead end mains.
- Continuing with Fire Flows.
- Continuing to assist and support the field crews.
- Worked with Meyers and Sons and the Treatment Plant to get the tanks at Reservoir B filled and brought online. The tanks are now fully functioning and supporting our water system.
- Taking Bacti Tests as needed.



**STAFF REPORT**  
**WATER TREATMENT PLANT**  
**December 2023**

**WATER TREATMENT**

- Production at the District's treatment plant for the month of December varied between 2.0 and 3.8 mgd, with the average day being 2.7 mgd.
  - Compared to:

	<u>pre-fire Dec. 2017</u>	<u>Dec. 2020</u>	<u>Dec. 2021</u>	<u>Dec. 2022</u>
Low	2.1	1.9	2.0	2.1
High	3.6	3.0	2.6	3.4
Avg.	3.1	2.5	2.3	2.8

- Completed required monthly reporting to Department of Drinking Water and Regional Water Control Board.
- Continued additional sample plan for NPDES permit (Last set to be taken in early January)

**Treatment Plant**

- T&S Construction continues work for the new pump station and will begin tying into the Treated Water Storage Tank at the beginning of January.
- During the replacement of the blower motor, it was found that the Blower itself, has 3 times more vibration than the other and will need replacement (detailed memo to follow)
- The Tesla system at the treatment plant is now online and operational for Tariff Optimization.
- Ucmr5 (PFAS & Lithium) sample results have been updated through August, results are all still non-detect.
- Both B-tanks are now online

**MAGALIA/PARADISE DAMS**

- Monthly monitoring of piezometers at Magalia and Paradise dams were performed.
- Paradise is now read every other week due to lake level increasing.

**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.

**December 2023, WATER QUALITY**

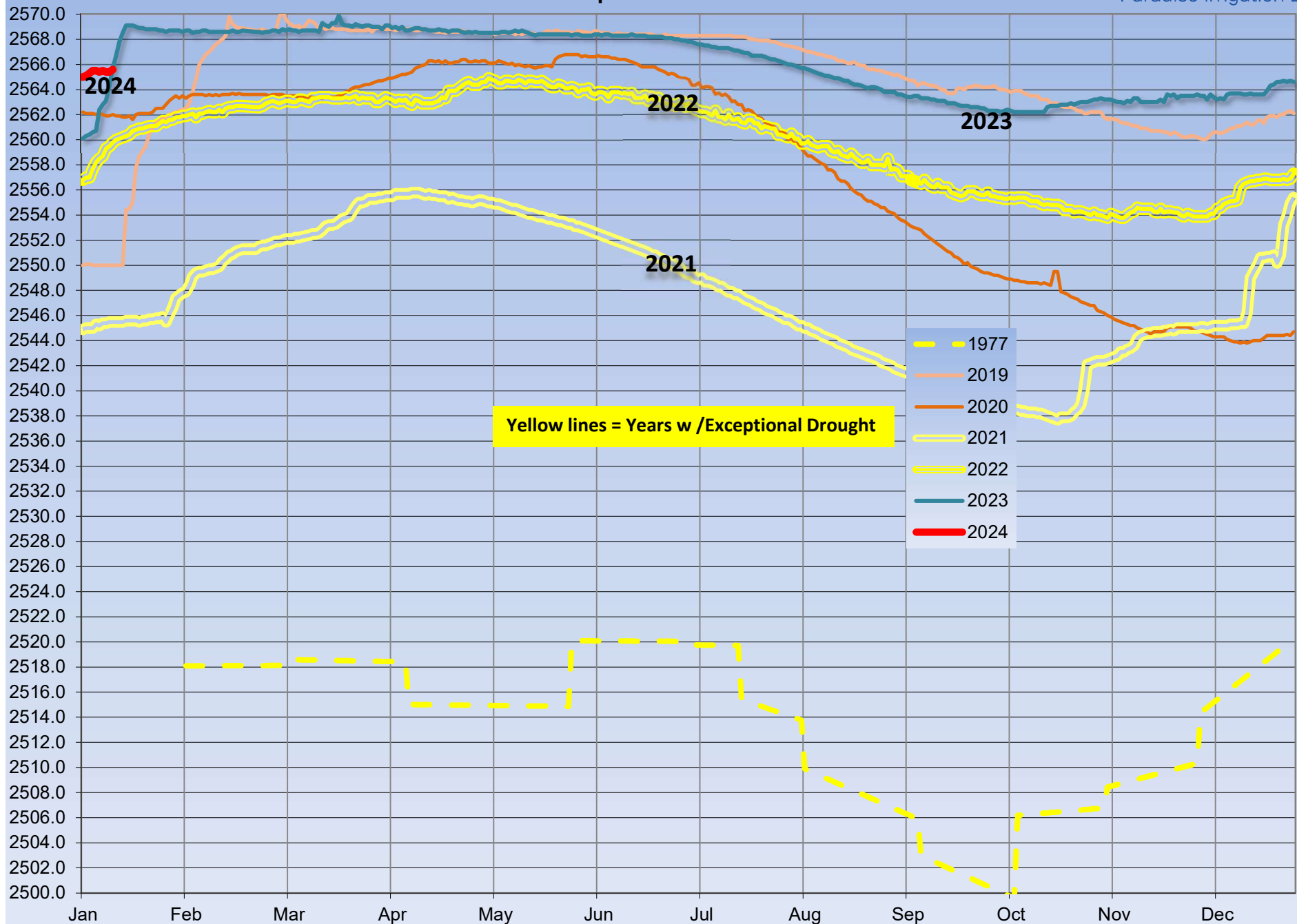
- Average daily production: 2.7 mgd
- Average effluent turbidity: 0.03 ntu
- Average raw water turbidity: 1.2 ntu

**Water Levels (as of 12/31/2023)**

- Magalia Reservoir 2195.5'
- Paradise Lake -3.1'                      -8.4' same day in 2022
- Percentage of Water in Storage 99% of Total Available
- Rainfall for 2023/2024 rainfall year:

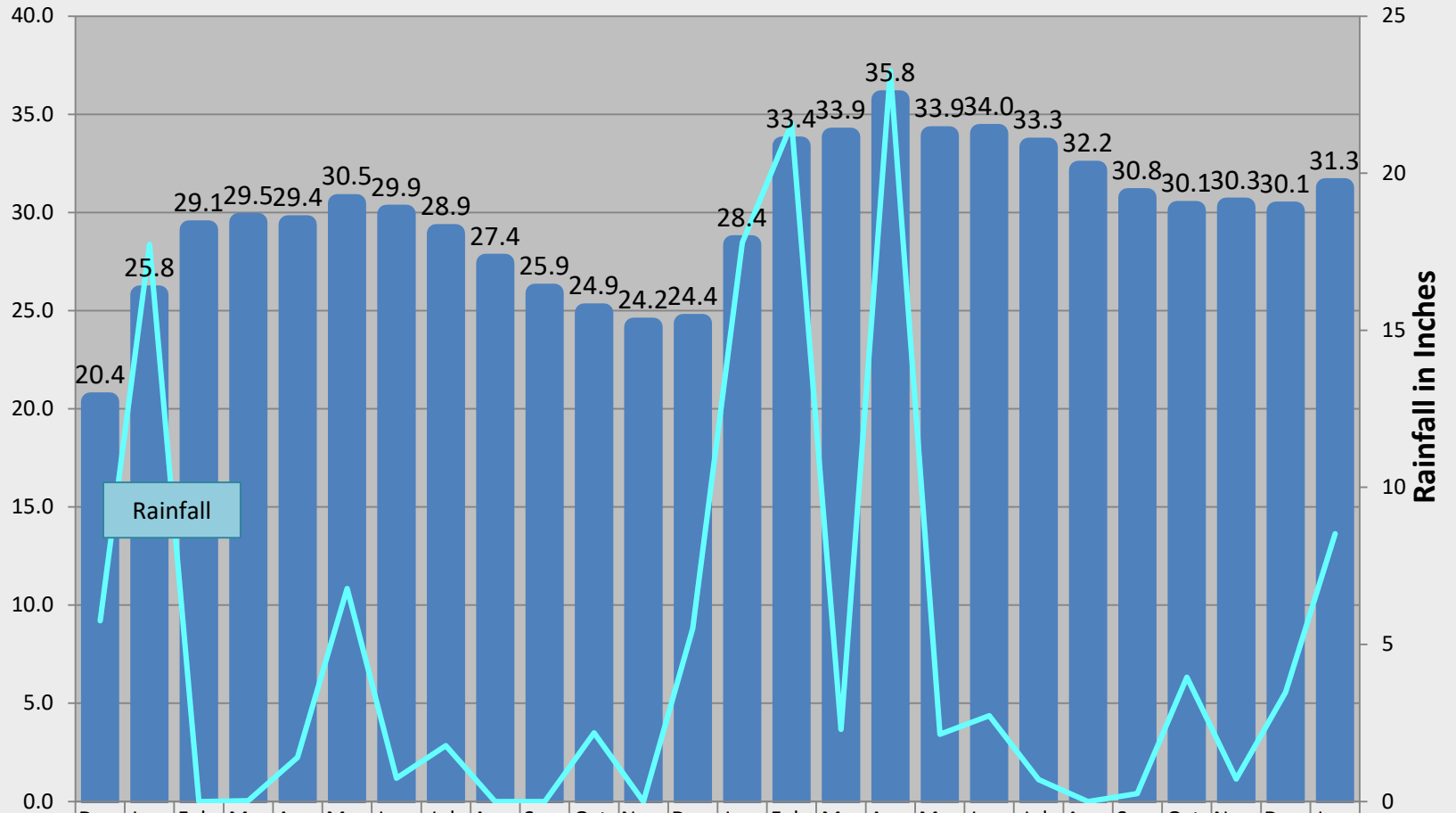
▪ October	<b>Magalia Res.</b> 0.84"	<b>Paradise Lake</b> 1.03"
▪ November	3.47"	4.02"
▪ December	8.52"	9.73"
▪ January		
▪ February		
▪ March		
▪ April		
▪ May		
▪ June		
▪ July		
▪ August		
▪ September		
Total for 2023/2024 Rain Year	12.83"	14.78"
Average Rainfall	64.00"	65.20"

Paradise Lake Elevation  
01/10/2024  
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.



months remaining	20.4	25.8	29.1	29.5	29.4	30.5	29.9	28.9	27.4	25.9	24.9	24.2	24.4	28.4	33.4	33.9	35.8	33.9	34.0	33.3	32.2	30.8	30.1	30.3	30.1	31.3
Rainfall	5.75	17.7	0	0.02	1.4	6.78	0.74	1.77	0	0	2.18	0	5.51	17.8	21.6	2.29	23.3	2.14	2.73	0.69	0	0.25	3.95	0.71	3.47	8.52

1-11-24

**District Engineering Department Update for the Board of Directors**

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 3 and other projects. MISLR 2 has come to an end and is in the final stages of closing out the project.
3. Working with Slate Geotechnical Consultants for Magalia Dam 100% design. The Design has continued after meeting with FEMA, however any further required borings are on hold until FEMA has finished their review. Working with Aptim on funding possibility through BRIC 2023 for construction.
4. Zone A pipeline is progressing nicely, they are currently working at the treatment plant on the new pump house, pump cans have been installed and tie in to the contact tank has been completed. They will now begin to pour slurry up to the foundation of the pump house.
5. Monthly water reporting is continuously being completed.
6. Annual AWWA audit has been submitted.
7. Newly required yearly audit "Urban Water use Objective Report" has been submitted.
8. Working with the Town of Paradise as they complete the 2023 Off-system road paving that is to be completed in 2024, RCI is working on installing laterals before the paving begins.
9. RES B project has moved forward, both tanks are now online and the final closeout and punch items are being completed.
10. Notice to proceed has been issued to West Valley for the Mains project. Due to supply chain issues this project is not projected to begin until March 4, 2024.
11. MISLR phase 3 work has is now completing service laterals with 4 crews, 1 dedicated to building permits and priorities and the other 3 are focused on roads the Town has on their list to be paved in 2024.
12. Reviewing new housing being built on Cypress Ln. This includes determining the number of meters needing to be added or upgraded. This construction will also incorporate a new pipeline being installed by the contractor and the replacement of one of our mains in the Mains Phase 1 project.
13. Reviewing new project at 6983 Pentz rd. for a senior living complex. This will be brought to the board for approval once initial review and comments have been completed.

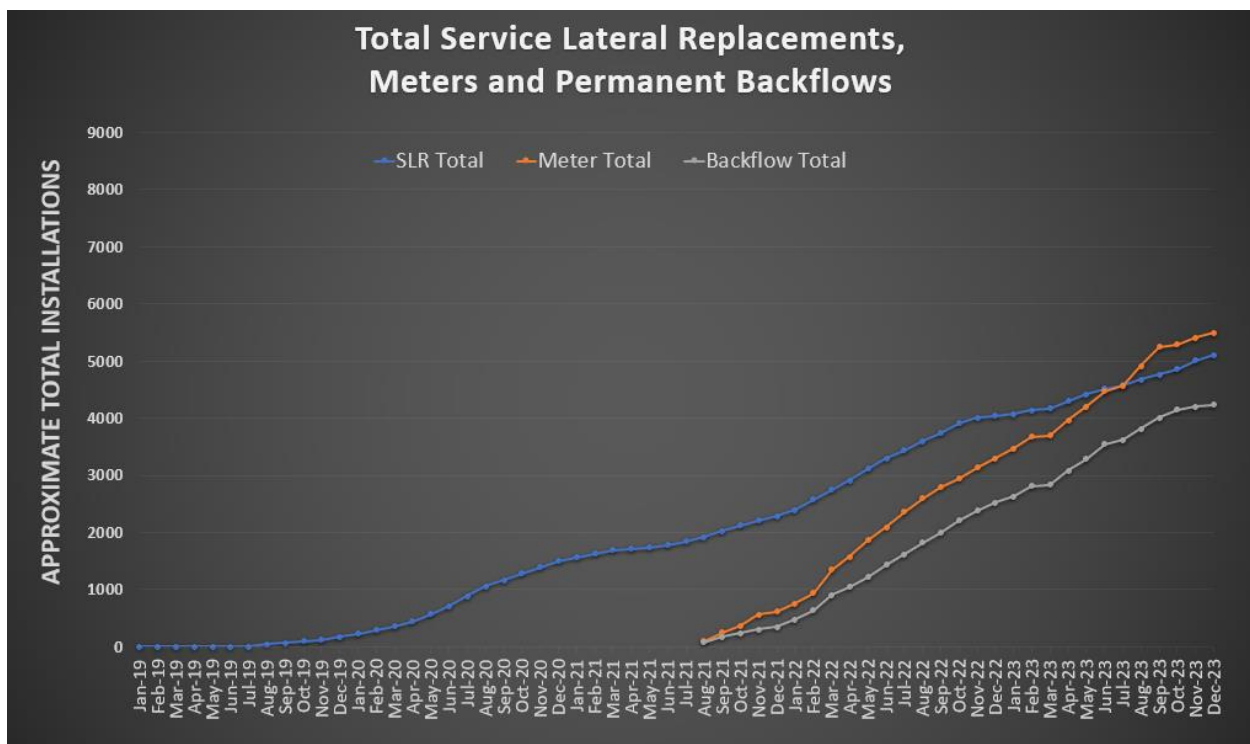
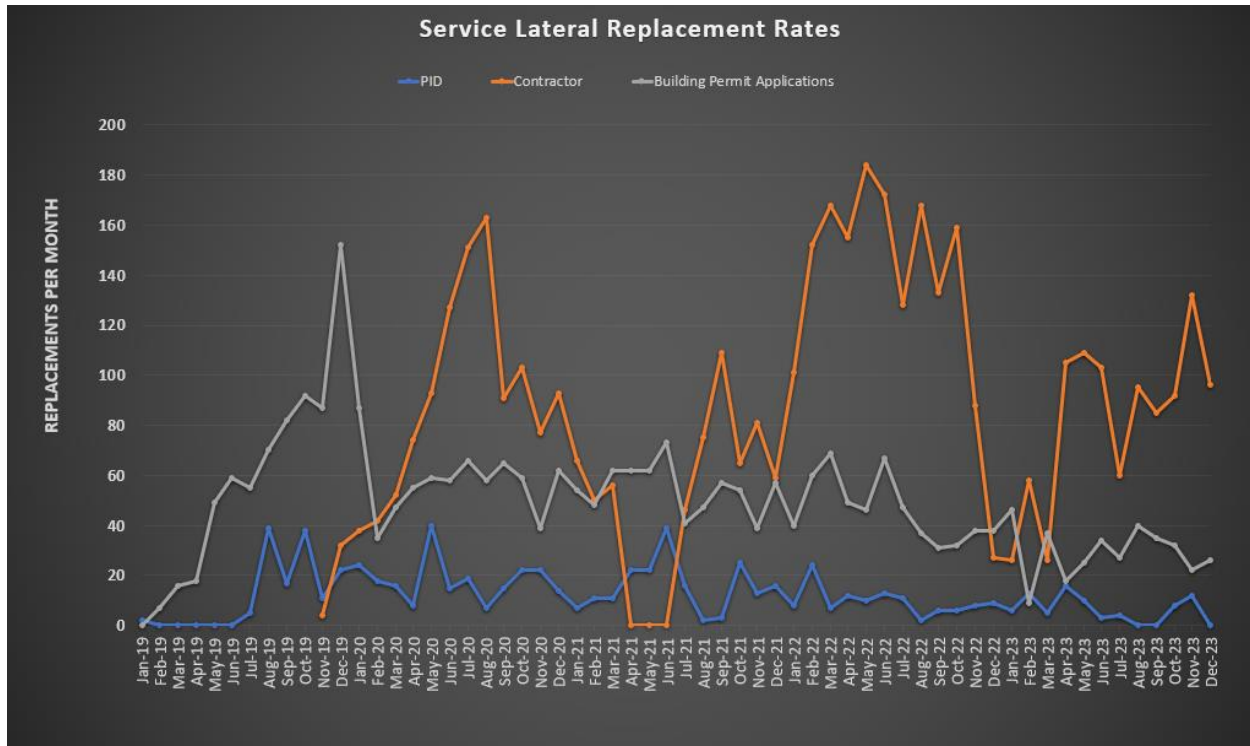
## Water Supply Recovery Program Update

### Meter Installation and Service Lateral Replacement Program



- In December the MISLR 3 Project installed the following quantities, including some down time for weather impacts and holidays:
  - 96 service laterals,
  - 76 meters
  - and 33 backflows
- Focus will remain on 2024 paving priorities for the Town of Paradise project to stay ahead of their work.
- Additional priority installations to support building permits and urgent requests for water.
- New permit applications at the Town of Paradise stayed low at 26/month in December although we are seeing a faster approval of submitted permits. These are being incorporated into RCI's workflow with a target of 4 weeks from assignment, weather permitting.

# Water Supply Recovery Program Update





# Water Supply Recovery Program Update

## Main Replacement Project

- Design change for Cypress Ave. underway
- Planning for start of construction in March
- Encroachment permit with the Town secured, finishing all remaining submittals

## Henson Road Culvert Replacement

- Scope and cost in review by PID staff.

## Reservoir B Replacement Project

- The final project close-out tasks are in progress.
  - Electrical submittals – tying up loose ends
  - Engineers (WWE and Arcsine) will complete the as-built documents with the contractor's marks.

## Zone A Pump Station and Transmission Main Project

- Pump cans and suction header is installed
- Treated Water Storage Tank – Shutdown for mechanical installation and was successfully brought back online week of 01/08
- Pump station foundation, including slurry fill below structure footing, and construction of the pump station structure, piping, etc. are underway

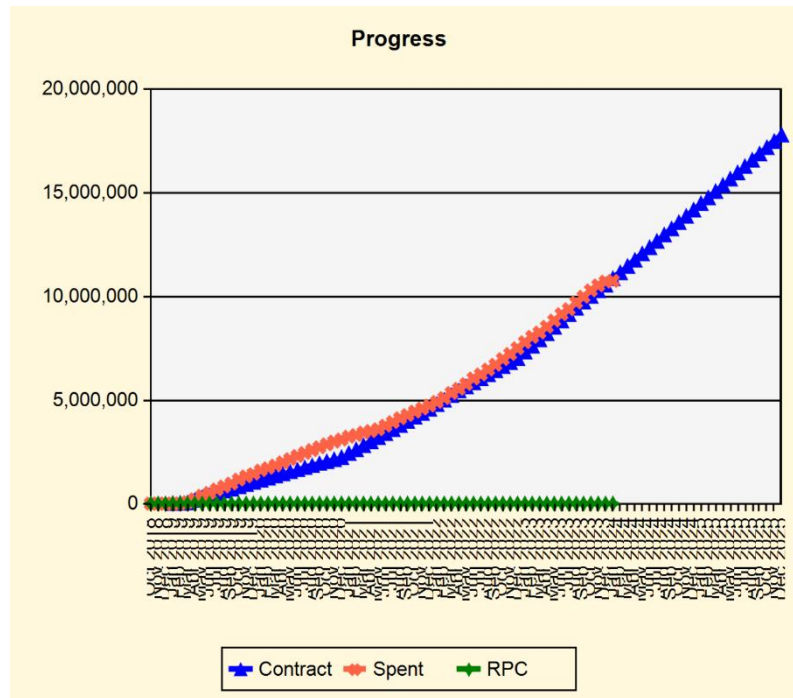




# Water Supply Recovery Program Update

## Program Management Budget

- Work in the last month has been lighter with the holidays and some weather impacts.
- Within budget and on schedule moving forward.





JANUARY 17, 2024

## Post-Fire Recovery Update

### FEMA Public Assistance (PA) – DR-4407 (Camp Fire Major Disaster 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 and recent developments include:

- **Financial Dashboard Development** – We are working on a new method to provide recovery dashboards within existing software until a new platform can be adopted.
- **FEMA BRIC grant for Magalia Dam Construction** – The BRIC NOI was successfully submitted Friday, August 18. We received an initial list of critiques and suggestions for updates from CalOES. We completed and submitted the 2023 BRIC application to CalOES on December 13, 2023. CalOES issued RFIs on December 19-20, and we submitted our responses on January 5. A call to discuss the revised BCA is set for January 12, and we are expecting a smaller fine-tuning RFI the week of the board meeting.
- **CDBG-DR Subapplications** – An extension has been filed for the subapplication, per HCD's request. Minor edits to the subapplication are ongoing. Upon board approval of the subagreement with the Town, it will be sent to the Town Council for finalization in February.
- **Pending PA Reimbursement Requests** – We are continuously working with CalOES reviewers to clarify documentation and finalize costs on multiple projects. CalOES has begun review of the first reimbursement request for PW 333.
- **Quarterly Reporting and HMGP Reimbursement Requests** – The QRs for both PA and HMGP, and the HMGP Reimbursement Requests, will be filed on Friday, January 12.



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

**PW 3      GP 72826      B      Emergency Response/Protective Measus**

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 has reassigned this to Water Works, and the RFP was issued for the design of the project.

**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.

**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. APTIM's Meera Narayanan-Pandit is continuing to work with PID staff in reconciling the project to date.

**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:	\$ 13,401,025.98
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.

**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. Sutton issues appear to be resolved and we will file for reimbursement as soon as final payment is processed.

## 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).

### 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
Requested:	\$ 1,246,504.13
Received:	\$ 841,390.35
Pending:	\$ 4,694,486.25

This grant (applied for before the Camp Fire) was 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.

### DR-4407-PJ0278

### Advance Assistance – Magalia Dam Study and Design

Awarded:	\$ 1,610,575.00
Budget Increase:	\$ 916,602.58
Total Expected:	\$ 2,527,177.58
Federal Share:	\$ 1,617,416.23
PID Share:	\$ 909,761.35
Requested:	\$ 519,445.22
Received:	\$ 350,625.52
Remaining:	\$ 1,266,790.71

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. CalOES has asked that coring sample work be stopped at the request of FEMA. **We have been informed that FEMA's response has been compiled and is awaiting review and signature. This approval is key to the timeline of the BRIC grant application.**



## 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. [Working with Brett to compile the Reimbursement Request for B Tanks.](#)

## 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. As of 7/5/23, Requested CDBG Project Descriptions have been provided to the Town. [The subagreement has been reviewed and is pending finalization.](#)

## 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. CalOES mitigation staff provided guidance on options to pursue BRIC funding. Initial feedback from the meeting is the allocation this year is anticipated to be significantly lower than last year and will be more competitive to obtain. The BRC NOI was submitted Friday 8/18. We completed and submitted the 2023 BRIC application to CalOES on December 13, 2023. [CalOES issued RFIs on December 19-20, and we submitted our responses on January 5. A call to discuss the revised BCA is set for January 12, and we are expecting a smaller fine-tuning RFI the week of the board meeting. CalOES is pleased with the revisions we have submitted with the first NOI.](#)

**Expect the Extraordinary.**





## PARADISE IRRIGATION DISTRICT

AGENDA ITEM 8.a. (Pages 77-78)  
Amendments to PID Customer Assistance Program

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

**TO: PID Board of Directors**

**FROM: Mickey Rich, Assistant District Manager**

**DATE: January 17, 2024**

**RE: Amendments to PID Customer Assistance Program (CAP)**

The customer assistance program (CAP) was created for low-income households in 2016 and provides a monthly \$10.00 service charge subsidy to the active rate for qualified applicants paid from the district's property tax revenue. Customers are required to reapply every three years to continue receiving the subsidy. Currently, there are 162 accounts on this rate accounting for a total of \$19,440.00 per year. The program is dependent on available tax revenue and offered on a first-come, first-serve basis. Our estimated possible tax revenue for 23-24 will be \$383,923.84.

Currently, to qualify for the active rate subsidy, residents must provide a copy of their PG&E bill showing the utilities in their name at the property and proof that they are on PG&E's CARE program for low-income households.

The Board has requested a proposal for extending CAP to ready-to-serve rate customers. Many of the lots in question are investment properties. Because there may be some instances where customers are preparing to rebuild the property, staff recommends the Customer Assistance Program for vacant lots be limited to a single lot per owner with an active building permit application.

<u>Rate</u>	<u>Average Monthly Bill</u>	<u>Subsidy Amount</u>	<u>% Savings for Customer</u>	<u>Adjusted Bill Amount</u>
Based on Current Program				
Active Rate (current)	\$63.91	\$10.00	15.6%	\$53.91
Ready-to-Serve (proposed)	\$21.49	\$ 3.35	15.6%	\$18.14
Example of Percentage Increase				
Active Rate	\$63.91	\$12.78	20%	\$51.13
Ready-to-Serve	\$21.49	\$4.30	20%	\$17.19

Proposed Changes to Required Documentation:

Proof of residency (or building permit) at property where the CAP will be applied, and proof of any of the following: PG&E CARE program enrollment, CalWORKs, CalFresh, general assistance, Medi-Cal, Supplemental Security Income/State Supplementary Payment Program, or California Special Supplemental Nutrition Program for Women, Infants, and Children, or the customer declares that the household's annual income is less than 200 percent of the federal poverty level.

## 7.10 CUSTOMER ASSISTANCE PROGRAM (CAP)

This rate assistance program provides a \$10.00 per month reduction from the total service charge for residential customer. The subsidy amount comes from the unallocated portion of the 1% annual property taxes collected within the District.

- a. Each December the District Manager will determine if the District has sufficient unallocated “non-rate revenue” from PID’s share of property taxes to be received for the subsequent year.
- b. On a first-come-first-served basis, the specified number of qualifying applicants who apply and provide qualifying documentation, on or after the first working day of December of each year, will be designated to receive a \$10.00 per month reduction in their otherwise applicable total service charge to their residential user classification billing for the succeeding calendar year.
- c. Applications will NOT be accepted without a copy of the qualifying documentation. Both documents (PID application and PG&E bill) must be submitted simultaneously.
- d. There will be no retroactive credits given.
- e. Customers receiving the CAP discount will be required to re-certify every three years.
- f. The District will first consider PG&E CARE qualified customers and if any funds remain, the District will consider qualified PG&E FERA customers in the order received.

The Board reserves the right to modify the terms and conditions of the program at any time at a regular or special meeting.

Amended 01/16/19: §7.7 & 7.8  
Amended 05/20/20: §7.8  
Addition 03/17/21: §7.10  
Amended 06/16/21: §7.7.1 & §7.7.3  
Amended 02/16/22: §7.8.3  
Amended 02/15/23: §7.7.3; Addition §7.7.5  
Amended 03/15/23: §7.7.3  
Amended 04/19/23: §7.7.3; Addition §7.7.6



# Paradise Irrigation District

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

DATE: January 11, 2024  
TO: Board of Directors  
FROM: Tom Lando, District Manager  
SUBJECT: Community Development Block Grant – Disaster Recovery  
Subrecipient Agreement  
01/17/2024 Board of Directors Meeting

Review of the Intergovernmental Subrecipient Agreement between the Town of Paradise and the Paradise Irrigation District in reference to the Community Development Block Grant (CDBG-DR) has received final review by PID legal counsel and is now ready for Board approval.

The recommended form of motion is:

“I move to authorize approval of the Intergovernmental Subrecipient Agreement between the Town of Paradise and the Paradise Irrigation District to receive Community Development Block Grant – Disaster Recovery funds and authorize the District Manager to execute the Agreement on behalf of PID.”

**INTERGOVERNMENTAL SUBRECIPIENT AGREEMENT  
BETWEEN THE TOWN OF PARADISE AND THE PARADISE IRRIGATION DISTRICT FOR GRANT  
ADMINISTRATION AND PROJECT SET-UP SERVICES**

**THIS AGREEMENT**, is entered into as of \_\_\_\_\_, 2023, between the Town of Paradise, referred to as GRANTEE, and the Paradise Irrigation District (PID), referred to as SUBRECIPIENT, with reference to the following:

WHEREAS, GRANTEE has received and accepted an allocation from California Department of Housing and Community Development (Department) (HCD), attached as Exhibit A. Community Development Block Grant Infrastructure Funds were granted by the Department of Housing to HCD. The Town of Paradise, in Resolution No. 2022-72 accepting the funding and established project funding priorities, attached as Exhibit B.

WHEREAS, SUBRECIPIENT has expertise providing Water Utility service and managing a water treatment facility; and

WHEREAS, GRANTEE wishes to engage the Subrecipient to assist the Grantee in utilizing such funds;

WHEREAS, the CDBG-DR funds made available for use by Subrecipient under the Agreement constitute a subaward of The Town's Federal Award ("Subaward"), the use of which must be in accordance with requirements imposed by federal statutes, regulations, and the terms and conditions of the Town of Paradise's Federal Award and MSA; and

NOW, THEREFORE, the parties mutually agree to the terms described in the Agreement.

Town of Paradise

Jim Goodwin  
Town Manager  
Town of Paradise  
5555 Skyway  
Paradise CA 95969

Subrecipient

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

Federal Award Identification Number: 18-DRINFRA-18006

Federal Award Date: 6/8/2023

Federal Awarding Agency: Department of Housing and Urban Development

Catalog of Federal Domestic Assistance (CFDA) Number and Name: 14.228; Community Development Block Grants/State's program and Non-Entitlement Grants in Hawaii

The Subaward, Amount of Federal Award obligated to Subrecipient: **\$3,518,100**

The Subaward may not be used for Research and Development.

The amount obligated by the Agreement represents all federal funds obligated to Subrecipient by The Town of Paradise, under this Federal Award and any other federal award.

Subrecipient shall comply with all terms of the MSA, attached hereto as Appendix A, and as amended from time to time.

## 1. SCOPE OF SERVICE

### a. Activities

The Subrecipient will be responsible for administering a CDBG-DR Infrastructure Grant. Such program will include the eligible activities under the CDBG program as detailed in 2018 Community Development Block Grant –Disaster Recovery Infrastructure Program Policies and Procedures Version 3.0. (Exhibit C). Per the resolution signed by the Town of Paradise in Exhibit B. The purpose of this Subrecipient Agreement is to identify specific grant administration tasks associated with this project(s) throughout the life of the grant, expiring on December 30, 2025, and the five (5) years beyond. The grant administration tasks required of the Subrecipient under this Agreement include but are not limited to developing procedures and policies to ensure compliance with CDBG DR policies as outlined in Exhibit E, monthly activity and financial reporting, Labor Reports and monitoring, adherence to CDBG DR procurement policies and procedures, CDBG DR regulatory requirements and other reports as required by the CDBG DR as described in the documents noted in Exhibit E.

### Scope of Work

The Scope of Work ("SOW") shall be provided in Exhibit F, Notice to Proceed ("NTP"), of the MSA, when same is provided to The Town of Paradise by HCD.

Subrecipient will provide program management and general administrative services to support the Program as described above. Administrative support includes, but is not limited to, the following: data collection and analysis, preparation and submission of quarterly, year-end, and close-out reports, budget preparation and submission of demands for reimbursement, and any other function that will ensure compliance with the Agreement and applicable

federal regulations as expressed herein. Expenses incurred for General Administration are not reimbursable under the Agreement. Subrecipient can request reimbursements under the following categories: Preliminary Engineering, Final Design, Environmental Docs/ Engineering, Environmental Mitigation, Project Administration, Project Construction.

b. National Objectives/Eligibility Compliance

The Subrecipient certifies that the activities carried out will meet the National Objective of benefit to low/moderate income persons, as is detailed in Exhibit C. Subrecipient agrees to maintain documentation that demonstrates that the activities carried out with funds provided under the Agreement meet the CDBG-DR Program's national objective of benefit to low- and moderate- income persons ("LMI").

The community served by the Program is in an area that qualifies under "area benefit" (LMA) as defined by HUD. Area benefit activities are activities, the benefits of which are available to all the residents in a particular area, where at least 51 percent of the residents are low-and moderate-income persons.

c. Levels of Accomplishment – Goals and Performance Measures

The Subrecipient agrees to provide the levels of program services as detailed in Exhibit D. In addition to the normal administrative services required as part of the Agreement, Subrecipient agrees to operate the Program throughout the term of the Agreement. Subrecipient is responsible for employing a trained and qualified staff needed to carry out the Program.

d. Staffing

Staffing will be determined by the Subrecipient after consultation with the Grantee. The Grantee shall not unreasonably withhold its concurrence to any proposed staffing and/or subcontracting plan. Subrecipient shall inform The Town of Paradise in writing, within ten (10) working days, of any changes in staff that occur during the term of the Agreement.

e. Performance Monitoring

The Grantee will monitor the performance of the Subrecipient against goals and performance standards stated above. Substandard performance as determined by the Grantee will constitute non-compliance with this Agreement. If action to correct such substandard performance is not taken by the Subrecipient within ninety (90) days after being notified by the

Grantee, contract suspension or termination procedures may be initiated.

## 2. TIME OF PERFORMANCE

This Agreement shall become effective upon execution and shall expire on December 30, 2030, five years beyond the closeout date of the project, or thereto unless otherwise terminated as provided in this Agreement. With the exception of the grant closeout procedures set forth in the MSA, Subrecipient shall complete all Program activities on or before December 1, 2025, or unless terminated by either party for cause or convenience. All grant funds must be expended by December 1, 2025, unless expressly extended by The Town of Paradise and Department in writing. The term of the Agreement and the provisions herein shall be extended to cover any additional time period during which Subrecipient remains in control of CDBG-DR funds or other CDBG-DR assets, including Program Income.

Any indirect costs charged must be consistent with the conditions of Paragraph 7 (e) (iii) of this Agreement. Any amendments to the budget must be approved in writing by both the Grantee and the Subrecipient and HCD.

## 3. DUPLICATION OF BENEFIT

Grantee is required to complete a duplication of benefits analysis to demonstrate that no financial assistance has been received or is available to pay costs charged to a CDBG-DR grant per the mandatory duplication of benefits requirements described in Federal Register notice published November 16, 2011 (76 FR 2018 CDBG-DR Infrastructure Program Policies and Procedures 14 71066) and Federal Register notice published June 20, 2019.

Grantee shall work with Subrecipient on the following in order to address any potential duplication of benefit:

1. Prior to implementation of activity to be performed by Subrecipient per Subrecipient Agreement, Subrecipient shall provide Grantee a report detailing any assistance received from other sources for the same or similar activity.
2. If Grantee determines that there is any potentially duplicative assistance, Grantee may request additional information from the Subrecipient, including:
  - a. Dates funds were received.
  - b. Specific uses of funds received, including receipts and dates as appropriate.
3. Based on a review of this information, Grantee may:
  - a. Determine that there is no duplication and allow Subrecipient to proceed with activity for the full budget amount as detailed in Subrecipient Agreement.
  - b. Determine that there is a partial duplication and allow Subrecipient to proceed with activity for a budgeted amount that is reduced by the duplication of benefit amount.

- c. Determine that there is a complete duplication and revoke the approval of the Subrecipient Agreement for the provision of activity services.

All documents shall be retained in compliance with HUD's record retention requirements.

#### 4. PAYMENT

It is expressly agreed and understood that the total to be paid by the Grantee to Subrecipient under this contract shall not exceed \$3,518,100. Drawdowns for the payment of eligible expenses shall be made against the line item budgets specified in Paragraph 3 and in accordance with performance. Expenses for general administration shall also be paid against the line item budgets specified herein and in accordance with performance.

To the extent practicable, the Subaward shall be used before other funds provided to the Program. Requests for reimbursement of eligible expenses shall be based upon information submitted by Subrecipient consistent with the approved Program Budget per the NTP and with The Town of Paradise /Department payment policy as follows:

- Subrecipient shall submit an Expenditure Summary and Payment Request (ESPR) by the 5th day of each month.
- ESPRs may be submitted no more often than once a month and no less frequently than once every three (3) months for projects incurring expenses, unless otherwise agreed to by The Town of Paradise.
- Reimbursement is contingent upon the timely submission of any required reports and/or documents.
- Reimbursement shall be in accordance with Exhibit B of the MSA.
- The Grantee will not issue reimbursement to the Subrecipient until funding for the reimbursement has been provided by HCD.

Payments may be contingent upon Grantee certification of the Subrecipient's financial management system in accordance with the standards specified in 24 CFR 84.21.

#### 5. NOTICES

Communication and details concerning this contract shall be directed to the following contract representatives:

#### 6. GENERAL CONDITIONS

##### a. General Compliance

Subrecipient agrees to comply with the requirements of Title 24 of the Code of Federal Regulations, Part 570, the U.S. Housing and Urban Development regulations concerning Community Development Block Grants ("CDBG") including subparts J and K of these regulations, except (1) Subrecipient does not assume The Town of Paradise's



environmental responsibilities described in 24 CFR 570.604 and (2) Subrecipient does not assume The Town of Paradise's responsibility for initiating the review process under the provisions of 24 CFR Part 52.

1. The subrecipient is responsible for preparing the appropriate Environmental Review ("ER") per 24 CFR Part 58; the ER shall be submitted to The Town of Paradise for approval and certification prior to The Town of Paradise's issuing a NTP. The ER shall be completed by a qualified person or consultant, and may be entered directly into the HUD Environmental Review Online System ("HEROS") for The Town to review.
2. Subpart J (24 CFR 570.500–570.513) addresses general responsibilities for grant administration, including the applicability of uniform administrative requirements, provisions of subrecipient agreements, program income, use of real property, record keeping and reporting, and closeout procedures.
3. Subpart K (24 C.F.R. 570.600–570.614) covers other program requirements of the CDBG-DR program, including civil rights; labor standards; environmental standards; flood insurance; relocation; displacement; acquisition; employment and contracting opportunities; lead-based paint; use of debarred, suspended, or ineligible contractors; uniform administrative requirements and cost principles; and conflicts of interest.

Subrecipient shall comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Final Guidance, adopted by HUD at 2 CFR 2400, and any and all federal regulations, guidelines, rules, and policies issued pursuant to the foregoing. The Subrecipient further agrees to utilize funds available under this Agreement to supplement rather than supplant funds otherwise available.

Subrecipient must maintain compliance with the Housing Element requirements detailed in Health and Safety Code (HSC) sections 50829 and 50830 for the duration of this Agreement, if applicable.

b. "Independent Contractor"

Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties. The Subrecipient shall at all times remain an "independent contractor" with respect to the services to be performed under this Agreement.

The Grantee shall be exempt from payment of all Unemployment Compensation, FICA, retirement, life and/or medical insurance and Workers' Compensation Insurance, as the Subrecipient is an independent contractor.

c. Hold Harmless

The Subrecipient shall hold harmless, defend and indemnify the Grantee from any and all claims, actions, suits, charges and judgments whatsoever that arise out of the Subrecipient's performance or nonperformance of the services or

subject matter called for in this Agreement.

Subrecipient shall be responsible for any costs incurred which are disallowed in reimbursement eligibility review by HCD.

Subrecipient shall be responsible for any costs, including staff and consultant costs borne by the Town of Paradise for addressing any potential audits of the Subrecipient's use of the subaward, including potential findings of the audit and corrective actions.

d. Worker's Compensation

The Subrecipient shall provide Workers' Compensation Insurance coverage for all of its employees involved in the performance of this Agreement.

e. Insurance & Bonding

The Subrecipient shall carry sufficient insurance coverage to protect contract assets from loss due to theft, fraud and/or undue physical damage, and as a minimum shall purchase a blanket fidelity bond covering all employees in an amount equal to cash advances from the Grantee. Detailed insurance requirements listed in Exhibit "G".

The Subrecipient shall comply with the bonding and insurance requirements of 24 CFR 84.31 and 84.48.

f. Grantor Recognition

The Subrecipient shall insure recognition of the role of the Grantee in providing services through this Agreement. All activities, facilities and items utilized pursuant to this Agreement shall be prominently labeled as to funding source. In addition, the Subrecipient will include reference to the support provided herein in all publications made possible with funds made available under this agreement.

g. Amendments

The Grantee and Subrecipient may amend this Agreement at any time provided that such amendments make specific reference to this Agreement, and are executed in writing, signed by a duly authorized representative of both organizations, and approved by the Grantee's governing body. Such amendments shall not invalidate this Agreement, nor relieve or release the Grantee or Subrecipient from its obligations under this Agreement.

The Grantee may, in its discretion, amend this Agreement to conform with Federal, state or local governmental guidelines, or policies and available funding amounts.. If such amendments result in a change in the funding, the scope of services, or schedule of the activities to be undertaken as part of this

Agreement, such modifications will be incorporated only by written amendment signed by both Grantee and Subrecipient.

h. Suspension or Termination

Either party may terminate this contract at any time by giving written notice to the other party of such termination and specifying the effective date thereof at least 30 days before the effective date of such termination. Partial termination of the Scope of Service in Exhibit D may only be undertaken with the prior approval of the Grantee. In the event of any termination for convenience, all finished or unfinished documents, data, studies, surveys, maps, models, photographs, reports or other material prepared by the Subrecipient or assets generated under this Agreement shall, at the option of the Grantee, become the property of the Grantee, and the Subrecipient shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents, materials, or assets prior to the termination. The Subrecipient shall submit a settlement proposal to Grantee supported by appropriate cost and scheduling information within ten (10) working days from notice of termination for convenience. The Grantee shall negotiate settlement with the Subrecipient and enter into a settlement agreement within twenty (20) working days following notice of termination.

The Grantee may also suspend or terminate this Agreement, in whole or in part, if the Subrecipient materially fails to comply with any term of this Agreement, or with any of the rules, regulations or provisions referred to herein; and Grantee may declare the Subrecipient ineligible for any further participation in the Grantee's contract, in addition to other remedies as provided by law. In the event there is probable cause to believe the Subrecipient is in noncompliance with any applicable rule or regulations, the Grantee may withhold up to fifteen (15) percent of payments until such time as the Subrecipient is found to be in compliance by the Grantee, or is otherwise adjudicated to be in compliance. Prior to Grantee terminating the Agreement, they will provide Subrecipient written notice of the alleged material failure to comply and afford Subrecipient thirty (30) days to remedy the breach.

7. ADMINISTRATIVE REQUIREMENTS

- a. The Subrecipient agrees to comply with all CDBG DR Policies and Procedures as set forth in Exhibits C and E.
- b. The Subrecipient agrees to comply with all regulatory requirements as set forth in Exhibits C, E and F.
- c. Financial Management

i. Accounting Standards

The Subrecipient agrees to comply with 24 CFR 84.21-28 and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred.

ii. Cost Principles

The Subrecipient shall administer its program in conformance with OMB Circular A-122, "Cost Principles for Non-Profit Organizations" or A-21 "Cost Principles for Educational Institutions, both mentioned here by reference only, as applicable. These principles shall be applied for all costs incurred whether charged on a direct or indirect basis.

d. Documentation and Record-Keeping

i. Records to be Maintained

The Subrecipient shall maintain all records required by the Federal regulations specified in 24 CFR Part 570.506 that are pertinent to the activities to be funded under this Agreement. Such records shall include but not be limited to:

1. Records providing a full description of each activity undertaken;
2. Records demonstrating that each activity undertaken meets one of the National Objectives of the CDBG-DR program;
3. Records required to determine the eligibility of activities;
4. Records required to document the acquisition, improvement, use or disposition of real property acquired or improved with CDBG assistance;
5. Records documenting compliance with the fair housing and equal opportunity components of the CDBG-DR program;
6. Financial records as required by 24 CFR Part 570.502, and 24 CFR 84.21-28; and
7. Other records necessary to document compliance with Subpart K of 24 CFR 570.

ii. Retention

The Subrecipient shall retain all financial records, supporting documents, statistical records, and all records pertinent to this Agreement for a period of four (4) years after the termination of all activities funded under this Agreement. The retention period begins on the date of the submission of the Grantee's annual performance and evaluation report which the activities assisted under the Agreement are reported for the final time. Records for non-

expendable property acquired with funds under this contract shall be retained for four (4) years after final disposition of such property. Records for any displaced person must be kept for four (4) years after he/she has received final payment. Notwithstanding the above, if there is litigation, claims, audits, negotiations or other actions that involve any of the records cited and that have started before the expiration of the four-year period, then such records must be retained until completion of the actions and resolutions of all issues, or the expiration of the four-year period, whichever occurs later.

iii. Client Data

The Subrecipient shall maintain client data demonstrating client eligibility for services provided. Such data shall include, but not be limited to, client name, address, income level or other basis for determining eligibility, and description of service provided. Such information shall be made available to Grantee monitors or their designees for review upon request.

iv. Disclosure

The Subrecipient understands that client information collected under this contract is private and the use or disclosure of such information, when not directly connected with the administration of the Grantee's or Subrecipient's responsibilities with respect to services provided under this contract, is prohibited unless written consent is obtained from such person receiving service and, in the case of a minor, that of a responsible parent/guardian.

v. Close-Outs

The Subrecipient's obligation to the Grantee shall not end until all close-out requirements are completed. Activities during this close-out period shall include, but are not limited to: making final payments, disposing of program assets including the return of all unused materials, equipment, unspent cash advances, program income balances, and accounts receivable to the grantee), and determining the custodianship of records.

vi. Audits & Inspections

All Subrecipient records with respect to any matters covered by this Agreement shall be made available to the Grantee, grantor agency, their designees or the Federal Government at any time during normal business hours, as often as the Grantee or grantor agency deems necessary, to audit, examine, and make excerpts or transcripts of all relevant data. Any deficiencies noted in audit reports must be fully cleared by the Subrecipient within 30 days after receipt by the Subrecipient. Failure of

the Subrecipient to comply with the above audit requirements will constitute a violation of this contract and may result in the withholding of future payments. The Subrecipient hereby agrees to have an annual agency audit conducted in accordance with current Grantee policy concerning Subrecipient audits and, as applicable, OMB Circular A-133.

e. Reporting and Payment Procedures

i. Reporting Procedures

The Subrecipient shall submit Monthly Activity and Monthly Financial reports directly to HCD as described in Exhibit C and E.

ii. Indirect Costs

If indirect costs are charged, the Subrecipient will develop an indirect cost allocation plan for determining the appropriate Subrecipient's share of administrative costs and shall submit such plan to the Grantee for approval, in a form specified by the Grantee.

iii. Payment Procedures

The Grantee will pay to the Subrecipient funds available under this Agreement based upon information submitted by the Subrecipient and consistent with any approved budget and Grantee policy concerning payments. In addition, the Grantee reserves the right to liquidate funds available under this contract for costs incurred by the Grantee on behalf of the Subrecipient.

f. Monitoring

The Grantee, in addition to specific activity monitoring specified in Section 1.e., shall monitor Subrecipient administrative performance at least annually either through a desk review of program documents or an on-site review. At a minimum, Grantee shall ensure Subrecipient complies with all regulations and requirements governing their administrative, financial, and programmatic operations as well as ensuring that the Subrecipient achieves their performance objectives within schedule and budget and for taking appropriate actions when performance problems arise. This will continue for 5 years after the closeout of the project.

g. Procurement

i. Compliance

The Subrecipient shall comply with current Grantee policy concerning the purchase of equipment and shall maintain inventory records of all non-expendable personal property as defined by such policy as may be procured with funds provided herein. All program assets

(unexpended program income, property equipment, etc.) shall revert to the Grantee upon termination of this contract.

ii. OMB Standards

Unless specified otherwise within this agreement, the Subrecipient shall procure all materials, property, or services in accordance with requirements of 24 CFR 84.40-48.

iii. Travel

The Subrecipient shall obtain written approval from the Grantee for any travel outside the metropolitan area with funds provided under this agreement unless otherwise specified in the Budget.

8. RELOCATION. REAL PROPERTY ACQUISITION AND ONE-FOR-ONE HOUSING ELEMENT

The Subrecipient agrees to comply with (a) the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (URA), and implementing regulations at 49 CFR Part 24 and 24 CFR 570.606(b); (b) the requirement of 24 CFR 570.606(c) governing the Residential Anti-displacement and Relocation Assistance Plan under section 104(d) of the HCD Act; and (c) the requirements in 570.606(d) governing optional relocation policies. The Subrecipient shall provide relocation assistance to persons defined by 24 CFR 570.606(b) (2) that are displaced as a direct result of acquisition, rehabilitation, demolition or conversion for a CDBG-assisted project. The Subrecipient also agrees to comply with applicable Grantee ordinances, resolutions and policies concerning the displacement of persons from their residences.

9. PERSONAL & PARTICIPANT CONDITIONS

a. Civil Rights

i. Compliance

The Subrecipient agrees to comply with Title VI of the Civil Rights Act of 1964 as amended, Title VIII of the Civil Rights Act of 1968 as amended, Section 104(b) and Section 109 of Title I of the Housing and Community Development Act of 1974 as amended, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, the Age Discrimination Act of 1975, Executive Order 11063, and with Executive Order 11246 as amended by Executive Orders 11375, 11478, and 12086.

ii. Nondiscrimination

The Subrecipient will not discriminate against any employee or applicant for employment because of race, color, creed, religion, sex, sexual orientation, gender identity, national origin, disability or other

handicap, age, marital/familial status, or status with regard to public assistance. The Subrecipient will take affirmative action to insure that all employment practices are free from such discrimination. Such employment practices include but are not limited to the following: hiring, upgrading, demotion, transfer, recruitment advertising layoff, termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The Subrecipient agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting agency setting forth the provisions of this nondiscrimination clause.

The Subrecipient agrees to comply with the non-discrimination in employment and contracting opportunities laws, regulations, and executive orders referenced in 41 CFR §60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR §1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR §60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

iii. Land Covenants

This contract is subject to the requirements of Title VI of the Civil Rights Act of 1964 (P.L. 88-352) and 24 CFR 570.601 and 602. In regard to the sale, lease, or other transfer of land acquired, cleared or improved with assistance provided under this contract, the Subrecipient shall cause or require a covenant running with the land to be inserted in the deed or lease for such transfer, prohibiting discrimination as herein defined, in the sale, lease or rental, or in the use or occupancy of such land, or in any improvements erected or to be erected thereon, providing that the Grantee and the United States are beneficiaries of and entitled to enforce such covenants. The Subrecipient, in undertaking its obligation to carry out the program assisted hereunder, agrees to take such measures as are necessary to enforce such covenant, and will not itself so discriminate.

iv. Section 504

The Subrecipient agrees to comply with any Federal regulations issued pursuant to compliance with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), which prohibits discrimination against the handicapped in any Federally assisted program. The Grantee shall provide the Subrecipient with any guidelines necessary for compliance with that portion of the regulations in force during the term of this contract.



b. Affirmative Action

i. Approved Plan

The Subrecipient agrees that it shall be committed to carry out pursuant to the Grantee's specifications an Affirmative Action Program in keeping with the principles as provided in President's Executive Order 11246 of September 24, 1966. The Grantee shall provide Affirmative Action guidelines to the Subrecipient to assist in the formulation of such program.

ii. Women and Minority-Owned Businesses (W/MBE)

The Subrecipient will use its best efforts to afford small businesses, minority businesses and - women-owned business enterprises the maximum practicable opportunity to participate in the performance of this contract. As used in this contract, the term "small business" means a business that meets the criteria set forth in Section 3(a) of the Small Business Act, as amended (15 U.S.C. 632) and "minority and women's business enterprise" means a business at least fifty-one (51) percent owned and controlled by minority group members or women. For the purpose of this definition, "minority group members" are Afro-Americans, Spanish speaking, Spanish surnamed or Spanish-heritage Americans, Asian-Americans, and American Indians. The Subrecipient may rely on written representations by businesses regarding their status as minority and female business enterprises in lieu of an independent investigation.

iii. Access to Records

The Subrecipient shall furnish and cause each of its own Subrecipients or subcontractors to furnish all information and reports required hereunder and will permit access to its books, records and accounts by the Grantee, HUD or its agent, or other authorized Federal officials for purposes of investigation to ascertain compliance with the rules, regulations and provisions stated herein.

iv. Equal Employment Opportunity and Affirmative Action (EEO/AA) Statement

The Subrecipient will, in all solicitations or advertisements for employees placed by or on behalf of the Subrecipient; state that it is an Equal Opportunity or Affirmative Action employer.

v. Subcontract Provisions

The Subrecipient will include the provisions of Paragraphs 10.A., Civil Rights and B, Affirmative Action, in every subcontract or purchase order, specifically or by reference, so that such provisions will be binding

upon each of its own Subrecipients or subcontractors.

c. Employment Restrictions

i. Prohibited Activity

The Subrecipient is prohibited from using funds provided herein or personnel employed in the administration of the program for: political activities; sectarian or religious activities; lobbying, political patronage, and nepotism activities.

ii. Labor Standards

The Subrecipient agrees to comply with the requirements of the Secretary of Labor in accordance with the Davis-Bacon Act as amended and all other applicable Federal, state and local laws and regulations pertaining to labor standards insofar as those acts apply to the performance of this contract. The Subrecipient shall maintain documentation that demonstrates compliance with hour and wage requirements of this part. Such documentation shall be made available to the Grantee for review upon request.

iii. "Section 3" Clause

1. Compliance

Compliance with the provisions of Section 3 of the Housing and Urban Development Act of 1968, the regulations set forth in 24 CFR 135, and all applicable rules and orders issued hereunder prior to the execution of this contract, shall be a condition of the Federal financial assistance provided under this contract and binding upon the Grantee, the Subrecipient and any of the Subrecipient's subrecipients or subcontractors. Failure to fulfill these requirements shall subject the Grantee, the Subrecipient and any of the Subrecipient's subrecipients or subcontractors, their successors and assigns, to those sanctions specified by the Agreement through which Federal assistance is provided. The Subrecipient certifies and agrees that no contractual or other disability exists which would prevent compliance with these requirements.

The Subrecipient further agrees to comply with these "Section 3" requirements and to include the following language in all subcontractor agreements executed under this Agreement:

"The work to be performed under this Agreement is a project assisted under a program providing direct

Federal financial assistance from HUD and is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C.1701. Section 3 requires that to the greatest extent feasible opportunities for training and employment be given to low-and very low-income residents of the project area and contracts for work in connection with the project be awarded to business concerns that provide economic opportunities for low-and very low-income persons residing in the metropolitan area in which the project is located."

The Subrecipient further agrees to ensure that opportunities for training and employment arising in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project are given to low-and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to low-and very low-income persons within the service area of the project or the neighborhood in which the project is located, and to low-and very low-income participants in other HUD programs; and award contracts for work undertaken in connection with a housing rehabilitation (including reduction and abatement of lead based paint hazards), housing construction, or other public construction project are given to business concerns that provide economic opportunities for low- and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to business concerns which provide economic opportunities to low- and very low-income residents within the service area or the neighborhood in which the project is located, and to low-and very low-income participants in other HUD programs. The Subrecipient certifies and agrees that no contractual or other legal incapacity exists which would prevent compliance with these requirements.

## 2. Notifications

The Subrecipient agrees to send to each labor organization or representative of workers with which Subrecipient has a collective bargaining agreement or other contract or understanding, if any, a notice advising said labor organization or worker's representative of its commitments under this

Section 3 clause and shall post copies of the notice in conspicuous places available to employees and applicants for employment or training.

3. Subcontracts

The Subrecipient will include this Section 3 clause in every subcontract and will take appropriate action pursuant to the subcontract upon a finding that the subcontractor is in violation of regulations issued by the grantor agency. The Subrecipient will not subcontract with any entity where it has notice or knowledge that the latter has been found in violation of regulations under 24 CFR 135 and will not let any subcontract unless the entity has first provided it with a preliminary statement of ability to comply with the requirements of these regulations.

d. Conduct

i. Assignability

The Subrecipient shall not assign or transfer any interest in this contract without the prior written consent of the Grantee thereto; provided, however, that claims for money due or to become due to the Subrecipient from the Grantee under this contract may be assigned to a bank, trust company, or other financial institution without such approval. Notice of any such assignment or transfer shall be furnished promptly to the Grantee.

ii. Subcontracts

1. Approvals

The Subrecipient shall not enter into any subcontracts with any agency or individual in the performance of this contract without the written consent of the Grantee prior to the execution of such agreement.

2. Monitoring

The Subrecipient will monitor all subcontracted services on a regular basis to assure contract compliance. Results of monitoring efforts shall be summarized in written reports and supported with documented evidence of follow-up actions taken to correct areas of noncompliance.

3. Content

The Subrecipient shall cause all of the provisions of this contract

in its entirety to be included in and made part of any subcontract executed in the performance of this Agreement.

iii. Hatch Act

The Subrecipient agrees that no funds provided, nor personnel employed under this contract, shall be in any way or to any extent engaged in the conduct of political activities in violation of Chapter 15 of Title V United States Code.

iv. Conflict of Interest

The Subrecipient agrees to abide by the provisions of 24 CFR 84.42 and 24 CFR 570.611 with respect to conflicts of interest, and covenants that it presently has no financial interest and shall not acquire any financial interest, direct or indirect, which would conflict in any manner or degree with the performance of services required under this Agreement.

v. Lobbying

The Subrecipient hereby certifies that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any persons for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph (4) of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all Subrecipients shall certify and disclose accordingly;

4. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 152, title 31, U.S.C. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

e. Copyright

If this contract results in any copyrightable material or inventions, the Grantee and/or grantor agency reserves the right to royalty-free, non-exclusive and irrevocable license to reproduce, publish or otherwise use and to authorize others to use, the work or materials for government purposes.

f. Religious Organization

Faith-based organizations are eligible for CDBG funding. The Grantee and Subrecipient may not discriminate against faith-based organizations so long as the activities funded are not inherently religious activities. The Subrecipient agrees that funds provided under this contract will not be utilized for inherently religious activities, to promote religious interests, or for the benefit of a religious organization in accordance with the Federal regulations specified in 24 CFR 570.200(j).

10. ENVIRONMENTAL

a. Air and Water

The Subrecipient agrees to comply with the following requirements insofar as they apply to the performance of this contract:

- i. Clean Air Act, 42 U.S.C., 7401, et seq.
- ii. Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251, et seq., as amended, 1318 relating to inspection, monitoring, entry, reports, and information, as well as other requirements specified in said Section 114 and Section 308, and all regulations and guidelines issued thereunder.
- iii. Environmental Protection Agency (EPA) regulations pursuant to 40 C.F.R., Part 50, as amended.

b. Flood Disaster Protection

In accordance with the requirement of the Flood Disaster Protection Act of 1973 (42 USC 4001), the Subrecipient shall assure that for activities located in an area identified by the Federal Emergency Management Agency (FEMA) as having special flood hazards, flood insurance under the National Flood Insurance Program is obtained and maintained as a condition of financial

assistance for acquisition or construction purposes (including rehabilitation).

c. Lead-Based Paint

The Subrecipient agrees that any construction or rehabilitation of residential structures with assistance provided under this contract shall be subject to HUD Lead-Based Paint Regulations at 24 CFR 570.608, and 24 CFR Part 35 Subpart B. Such regulations pertain to all CDBG-assisted housing and require that all owners, prospective owners, and tenants of properties constructed prior to 1978 be properly notified that such properties may include lead-based paint. Such notification shall point out the hazards of lead-based paint and explain the symptoms, treatment and precautions that should be taken when dealing with lead-based paint poisoning and advisability and availability of blood level screening for children under seven. The notice should also point out that if lead-based paint is found on the property, abatement measures may be undertaken. The regulations further require that, depending on the amount of Federal funds applied to a property, paint testing, risk assessment, treatment and/or abatement may be conducted.

d. Historic Preservation

The Subrecipient agrees to comply with the Historic Preservation requirements set forth in the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470) and the procedures set forth in 36 CFR, Part 800, Advisory Council on Historic Preservation Procedures for Protection of Historic Properties, insofar as they apply to the performance of this Agreement.

In general, this requires concurrence from the State Historic Preservation Officer for all rehabilitation and demolition of historic properties that are fifty years old or older or that are included on a Federal, state, or local historic property list.

11. SEVERABILITY

If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

IN WITNESS WHEREOF, the Parties have executed this contract as of the date first written above.

**Town of Paradise**

Jim Goodwin, Town Manager

\_\_\_\_\_  
Date

**Paradise Irrigation District**

Tom Lando, District Manager

\_\_\_\_\_  
Date

**Town of Paradise**

Scott Huber, Town Attorney

\_\_\_\_\_  
Date

**Paradise Irrigation District**

Emily LaMoe, District Counsel

\_\_\_\_\_  
Date





# Paradise Irrigation District

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

**DATE:** January 8, 2024

**TO:** Board of Directors

**FROM:** Tom Lando, District Manager  
Georgeanna Borrayo, Executive Assistant / Board Secretary

**RE:** Resolution No. 2024-01 - Appreciation to Marc Sulik  
01/17/2024 Board of Directors Meeting

Marc Sulik was elected to the office of Director, Division 4 at a Special Recall Election held on January 24, 2017. He has been an instrumental, integral part of the District, and has given the District the benefit of his knowledge, ideas, and leadership during his service from February 2, 2017 to December 14, 2023.

The following motion is recommended:

"I move to adopt Resolution No. 2024-01, a resolution of appreciation to Marc Sulik by the Board of Directors of the Paradise of the Paradise Irrigation District."

**PARADISE IRRIGATION DISTRICT**

**RESOLUTION NO. 2024-01**

**A RESOLUTION OF APPRECIATION BY THE BOARD OF DIRECTORS  
OF THE PARADISE IRRIGATION DISTRICT  
PRESENTED TO MARC SULIK**

WHEREAS, Marc Sulik was elected to the office of Director, Division 4 at a Special Recall Election held in and for said District on January 24, 2017 and assumed office as Director on February 2, 2017; and

WHEREAS, Marc Sulik has been an instrumental, integral part of the District, and has given the District the benefit of his knowledge, ideas, and leadership during his service from February 2, 2017 to December 14, 2023; and

WHEREAS, Marc Sulik has played a key role in fostering employee communications and recognition and contributing ideas and guidance for critical matters such as the \*Recruitment process for District Manager, \*COVID-19 (Coronavirus Pandemic) Response Plan and Implementation, \*Strategic Business Plan Update, and \*PID Water System Recovery Projects and Policy Recommendations following the devastating November 8, 2018 Camp Fire in Butte County; and

WHEREAS, Marc Sulik has served with diligence and great effort on various committees such as Community Relations, Finance, Paradise Lake Recreation, Paradise Irrigation District/Town of Paradise Liaison, and multiple Ad Hoc Committees – Strategic Planning, Manager Recruitment, Customer Recovery Support relating to water issues facing customers during the rebuild process, and PID Demonstration Garden where he was instrumental in the garden design and implementation; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Paradise Irrigation District extends its thanks and appreciation to Marc Sulik for his service to the District and the public.

PASSED AND ADOPTED this 17th day of January 2024 by the following vote at a regular meeting of the Board of Directors.

AYES:

NOES:

ABSENT: Division 4 Director Seat Vacant

**PARADISE IRRIGATION DISTRICT**

\_\_\_\_\_  
Bob Matthews, President



ATTEST:

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



# Paradise Irrigation District

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

## 2023 COMMITTEES OF THE DISTRICT

DATE: July 26, 2023  
MEMO TO: Directors, Staff, and Legal Counsel  
FROM: Georgeanna Borrayo, District Secretary  
SUBJECT: Committees of the District  
Updated July 19, 2023 Board of Directors Meeting

### **STANDING COMMITTEES:**

#### **ADMINISTRATION & PERSONNEL**

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

Shelby Boston                      *Chairperson*  
Bob Matthews  
Staff Member(s): Tom Lando, Mickey Rich

#### **FINANCE**

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

Bob Matthews                      *Chairperson*  
Chris Rehmann  
Staff Member(s) Brett Goodlin, Tom Lando, Mickey Rich  
Public Members: Gary Ledbetter, Steven Oehler

#### **COMMUNITY RELATIONS**

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

~~Marc Sulik~~                      *Chairperson*  
Elliott Prest  
Staff Members: Tom Lando, Mickey Rich  
Public Members: Chuck Bell, Ward Habriel

#### **TOWN OF PARADISE / PID LIAISON**

Periodically meet with Town Council committee representatives to discuss common issues and items of mutual concern to the District and Town.

Shelby Boston  
Bob Matthews  
Staff Member(s): Tom Lando, Mickey Rich

**AD HOC COMMITTEES / DELEGATE APPOINTMENTS:**

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

**AD HOC NEGOTIATING COMMITTEE (Emily LaMoe – District Representative)**

Shelby Boston	<i>Chairperson</i>
Elliott Prest	
Staff Members:	Tom Lando, Mickey Rich, Brett Goodlin

**AD HOC DEMONSTRATION GARDEN COMMITTEE**

Provide input and coordination regarding the demonstration garden and plans for development of a fire-wise structure and planting area.

<del>Marc Sulik</del>	<i>Chairperson</i>
Public Members:	Chuck Bell, Ward Habriel

**AD HOC STRATEGIC PLANNING COMMITTEE**

Review / discussion of planning format with the District's strategic planning facilitator to assist the PID Board of Directors and Management Team in its strategic planning efforts.

Chris Rehmann	<i>Chairperson</i>
Bob Matthews	
Staff Members:	Tom Lando, Mickey Rich

**AD HOC CUSTOMER RECOVERY SUPPORT COMMITTEE**

A forum for discussion relating to current water issues facing PID customers in the rebuild process and offering input on proposed policy recommendations to assist PID with its water supply recovery plans.

<del>Marc Sulik</del>	Co-Chairperson
Chris Rehmann	Co-Chairperson
Staff Members:	Tom Lando, Mickey Rich, Brett Goodlin
Public Members:	Lee Brown, Cliff Jacobson, Bill Martin, Carla Minckler, Dee Riley

**AD HOC DISTRICT MANAGER RECRUITMENT COMMITTEE**

Review and provide input regarding recruitment services, materials and candidate resumes and provide recommendation to the PID Board of Directors.

<del>Marc Sulik</del>	Chairperson
Shelby Boston	

**ACWA JOINT POWERS INSURANCE AUTHORITY DIRECTOR REPRESENTATIVE & ALTERNATE**

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

Chris Rehmann	JPIA Director Representative
Brett Goodlin	JPIA Alternate

## 2.1 FORMATION OF COMMITTEES

- A. The Board may form committees composed of its own members and the public for such purposes as it deems appropriate. By official resolution or verbal vote appointment, the Board may form standing committees to serve at its pleasure.
- B. The President of the Board may form Ad Hoc Committees composed of Board members for such purposes as they deem appropriate, except that Ad Hoc Committees shall not be created to address issues that would normally be addressed in the appropriate standing committee. An Ad Hoc Committee shall only be comprised of less than a quorum of Directors, will be of limited duration, and will have no continuing jurisdiction.

## 2.2 COMMITTEES OF THE DISTRICT

### A. Appointment of Standing Committees –

In accordance with the Water Code and other applicable law, the Board may assign the committees such tasks as the Board may determine; and delegate to any committee certain powers and authority of the Board to transact any of the business and affairs of the Board subject to the Board's final approval.

### B. Appointment of Committee Members –

- 1. At the District's first regular meeting in January, the President of the Board shall appoint the Board members of the various Standing Committees.
- 2. Committee assignments shall only be changed during the calendar year by a majority vote of the Board.
- 3. The President of the Board shall appoint members of Ad Hoc Committees.
- 1. The President of the Board may appoint a replacement committee member if a committee member is unable to fulfill their duties and no meeting of the committee has taken place without the Board of Directors being updated by the committee in a meeting.
- 2. Public members on committees shall be appointed by a majority vote of the Board.

### C. Meetings of Committees –

Generally, meetings of committees shall be held at such time and place, as a majority of the members of the individual committees shall determine. Meetings shall be called by the District Manager or by the Committee Chairperson as

Amendment Adopted 11/18/15: Section 2.22 & 2.27.B.

Amendment Adopted 03/15/17: Sections 2.22.A, 2.25, 2.26, 2.27.C.3.

Amendment Adopted 04/19/17: Sections 2.22.A & B

Amendment Adopted 05/17/17: Section 2.19.B.

Amendment Adopted 12/06/17: Section 2.22.A-2. (Dir. Health Benefits)

Amendment Adopted 12/20/17: Section 2.21

Amendment Adopted 02/21/18: Section 2.27

Amendment Adopted 02/19/20: Section 2.21.D & E

Amendment Adopted 07/20/22: Section 2.4.B & C

Amendment Adopted 01/18/23: Section 2.7.B.

necessary for District business. Notice of committee meetings shall be given to all members in a timely fashion and the meetings shall be noticed as required by law.

D. Committee Reports –

Committee reports shall be made to the Board at the next scheduled Board meeting. Business discussed at the committee meeting that is a subject of an agenda item need not be discussed as part of the committee report.

E. Committee Recommendations –

Committees comprised of public members and staff shall make recommendation to the Board members representing the committee. Board member recommendations to the full board should report public and staff opinions.

## 2.3 STANDING COMMITTEES

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

A. Finance Committee –

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

B. Administrative and Personnel Committee –

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

C. Paradise Lake Committee –

This committee shall be comprised of two Board members and approved members of the public, who shall review recreation programs and events at Paradise Lake and make recommendations to the Board regarding rules, fees, permits, facility improvements and other related items. Members shall continually review the District's present and future water supply demands and proposals and projects to meet those demands. Recognized committee members shall receive an annual

Amendment Adopted 11/18/15: Section 2.22 & 2.27.B.

Amendment Adopted 03/15/17: Sections 2.22.A, 2.25, 2.26, 2.27.C.3.

Amendment Adopted 04/19/17: Sections 2.22.A & B

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Amendment Adopted 02/21/18: Section 2.27

Amendment Adopted 02/19/20: Section 2.21.D & E

Amendment Adopted 07/20/22: Section 2.4.B & C

Amendment Adopted 01/18/23: Section 2.7.B.

combination boating and parking pass for so long as they are committee members for the purpose of visiting and inspecting the facilities.

D. Community Relations Committee –

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

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

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



# Paradise Irrigation District

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

**DATE:** January 10, 2024  
**TO:** PID Board of Directors  
**FROM:** Tom Lando, District Manager  
Georgeanna Borrayo, Executive Assistant / Board Secretary  
**RE:** Meetings of the Board of Directors –Regular Meetings  
January 17, 2024 Board of Directors Meeting

## Background

Interest has been expressed to place an item on the agenda to discuss regularly scheduled meetings of the Board of Directors as outlined in PID Policy and Procedures Manual Chapter 4.1.A – Regular Meetings as follows:

### Regular Meetings –

*All regular Board Meetings of the Board of Directors will be held on the third Wednesday of each calendar month in the Paradise Irrigation District Board Room at 6332 Clark Road, Paradise, California. During the months of June and December regular meetings shall be held at 8:30 a.m. During all other months, regular meetings shall be held at 5:30 p.m.*

The most recent amendments are indicated below:

- June 16, 2021 - The Board of Directors adopted Resolution No. 2021-06 amending the regular monthly meeting schedule to hold two of the scheduled monthly meeting dates for June and December at 8:30 a.m. During all other months, regular meetings remained at 6:30 p.m.
- February 15, 2023 – The Board of Directors adopted Resolution No. 2023-03 amending the evening meeting time for regular meetings from 6:30 p.m. to 5:30 p.m.

If an adjustment to the policy for regularly scheduled meetings is recommended, the Board may consider providing direction to staff to prepare a resolution and draft revision to Chapter 4.1.A to review and adopt at the February Board Meeting.

In accordance with Water Code Section 21378, the change shall not be effective until the resolution proposing it has been published once a week for two successive weeks in a newspaper published in the office county.