

MINUTES

REGULAR MEETING BOARD OF DIRECTORS PARADISE IRRIGATION DISTRICT MAY 18, 2022

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

OPENING

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

ROLL CALL

BOARD MEMBERS ABSENT: None

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

ALSO PRESENT: Consultants Sami Kader, Colleen Boak, and Esmeralda Diego with Water Works Engineers.

No public comments were received.

PUBLIC
PARTICIPATION

Board members reviewed consent calendar items as follows

- 3.a. Approval of Meeting Agenda Order
- 3.b. Approval of Minutes - Regular Meeting of April 20, 2022

APPROVAL OF
CONSENT
CALENDAR
(Item 3.a. – 3.b.)

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

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

Motion passes 5-0

Board members reviewed a written Treasurer's Report presented by Finance & Accounting Manager / Treasurer Brett Goodlin for the period ending April 30, 2022, highlighting the district's cash position, debt service analysis, operational overview, and recovery funding. Treasurer Goodlin further confirmed the Fire Victim Trust has issued partial settlement funds to the District, which is 45% of PID's approved claim amount of \$189,485,000.

ACCEPTANCE OF
TREASURER'S
REPORT FOR
PERIOD ENDING
APRIL 30, 2022
(Item 4.a.)

It was moved by Director Shaw and seconded by Director Hinman to accept the Treasurer's Report for the period ending April 30, 2022, as presented.

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

Motion passes 5-0

ACCOUNTS
PAYABLE
EXPENSE REPORT
APPROVED FOR
THE MONTH OF
APRIL 2022
(Item 4.b.)

Board members reviewed accounts payable expense reports for the month of April 2022. It was moved by Director Matthews and seconded by Director Shaw to approve General Fund check numbers 57636 through 57655 for the month of April 2022 totaling \$1,341,847.11, exclusive of voided check number 57640, and authorization of a similar amount allowing or adjusting for extraordinary budget or Board approved items during the month of May 2022.

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

NOES: None

ABSENT: None

Motion passes 5-0

INFORMATIONAL
PID STAFF AND
CONSULTANT
REPORT UPDATES
(Item 5.a. – 5.h.)

Board members reviewed written Staff Report updates provided in the Agenda packet. District Manager Tom Lando announced an Options Study Public Meeting will be held on Tuesday, May 24, 2022 from 6:00 p.m. to 8:00 p.m. in the Paradise Irrigation District (PID) Board Meeting Room to present the draft Town of Paradise Options Study dated April 2022 submitted by GEI Consultants, Inc. Advance registration is requested to attend this meeting remotely via Zoom, or to attend in person. Registration information, as well as the Draft Options Study is available on the PID website at www.pidwater.com/options.

Director Sulik commented on the retirement announcement in the Water Treatment Plant Staff Report and acknowledged Ken Capra, Treatment Plant Operator (30 years), and Laura Capra, Water Quality Technician (28 years) for their contributions and service to the Paradise Irrigation District.

Water Works Engineers presented an update regarding the Water Supply Recovery Program and highlighted the following: Metered Interim Water Service, Meter Installation and Service Lateral Replacement Program, Water Quality Assurance Monitoring, Main Replacement Project, and Reservoir B Replacement Project.

Discussion regarding the Meter Replacement Program noted approximately 1,600 meters have been installed from the start of the project. While steps to coordinate advance notification to customers when they will be without water have been made, additional notification concerns have been raised. Water Works Engineers will further review this process with the Recovery Program Team and contractor to investigate additional approaches regarding customer outage notification and provide an update to the Board.

Water Quality Assurance Monitoring continues to show regulatory compliance and the absence of fire related VOCs in the water distribution system mains being tested. While this program is slated to be completed this fall, the District's ongoing regulatory water quality monitoring practices will continue. PID staff will work with the Community Relations Committee on messaging to customers regarding this information and what steps may be taken to notify PID of any questions or concerns.

COMMITTEE
REPORTS
(Item 6.a. – 6.c.)

Finance Committee: Committee members reported a Request for Proposal for Investment Advisory Services has been issued May 18, 2022. The due date for proposals is June 24, 2022, at 3:00 p.m. local time.

Community Relations Committee: Discussion at the May 10 meeting included the PID Voice of the Customer Survey, planning items for the annual Consumer Confidence Report, water quality, and review of the PID newsletter. The next committee meeting will be held on July 12, 2022 at 8:00 a.m.

ACWA Spring Conference: Director Hinman reported attending a Cyber Security discussion that was very informative. Assistant District Manager Mickey Rich confirmed the District is very diligent about cyber security and take many precautions. An action plan is outlined in the District's emergency response procedures and a security review has recently been completed. Board members recommended placing an item on the June agenda to receive a cyber security update.

CONTINUED –
COMMITTEE
REPORTS

No unfinished business to report.

UNFINISHED
BUSINESS

District Engineer Blaine Allen reported the Town of Paradise is embarking on a massive on-road rehabilitation project to be completed over the next few years. To ensure the District's valve cans are not paved over or lost by the Town's contractors, PID staff recommends we employ our own contractor to survey all the valve cans within the project scope. This will not only ensure the valve cans are accessible after construction, it will also provide an accurate location of valve cans, which will be set on the District's GIS mapping system in the future.

NEW BUSINESS:

GIS ON-SYSTEM
VALVE TAGGING
LOCATION
PROJECT
(Item 8.a.)

It was moved by Director Shaw and seconded by Director Hinman to authorize the District Manager to enter into an agreement with Water Works Engineering to survey the District's valve cans not to exceed \$257,934.00, and an additional 15% contingency funding totaling \$38,690.00.

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

NOES: None

ABSENT: None

Motion passes 5-0

Assistant District Manager Mickey Rich noted as part of PID's approach to discouraging water waste, the 2020 version of our Urban Water Management Plan states the Board of Directors shall confirm the permanent wise water use regulations annually.

ANNUAL
CONFIRMATION
OF WISE WATER
USE
REGULATIONS
(Item 8.b.)

In light of 2022 being a dry year and California requirements for continued water conservation, staff recommends implementing Stage 1 restrictions in PID's Water Shortage Contingency Plan. The State of California is asking all agencies to move into Stage 2, which would be up to 20% rationing. Without our metering system, we cannot realistically monitor and do 20% rationing; however, we can expand our outreach to customers regarding water conservation.

It was moved by Director Shaw and seconded by Director Sulik to confirm the District's Wise Water Use Regulations as presented.

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

NOES: None

ABSENT: None

Motion passes 5-0

District Manager Tom Lando reported on May 3, 2022 the District issued a Request for Proposal from consulting firms experienced in the review and analysis of salary and overall compensation systems. Proposals were requested no later than 10:00 a.m. local time, May 17, 2022. Staff does not have a recommendation to present as no proposals were received and will further review and evaluate options. **No Board action taken.**

SALARY SURVEY &
COMPENSATION
STUDY
(Item 8.c.)

DIRECTORS'
COMMENTS
(Item 9)

Director Hinman: Commented on the recent loss of a relative and mental health awareness.

President Boston: Indicated there is a lot of vegetation and scotch broom around PID's water storage tank C and noted receiving an inquiry regarding a vegetation management plan to remove this vegetation.

ADJOURNMENT OF
MEETING

There being no further business, it was moved by President Boston to adjourn the meeting. The regular meeting of the PID Board of Directors was adjourned at 7:55 p.m.


Georgeanna Borrayo, Secretary


Shelby Boston, President