

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 28th to 30th 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 y 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