



# AGENDA

1960 Elgin Street  
Oroville, CA 95966  
530-533-2000  
[www.loapud.com](http://www.loapud.com)

Board of Directors  
Regular Meeting  
March 12, 2024  
2:00PM

Materials related to an item on the open meeting agenda that are provided to the Board of Directors, including those provided to the Board after distribution of the agenda packet, are available on the District website.

California Government Code section 54954.2(a)(1) requires the agenda include “information regarding how, to whom, and when a request for disability-related modification or accommodation, including auxiliary aids or services, may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting. An example of agenda language that would satisfy this requirement is: “Any persons requiring a disability-related modification or accommodation to participate in the public meeting can contact the District Secretary at 530-533-2000 at least 48 hours in advance of the meeting.”

We invite you to join today’s scheduled meeting via Zoom by using your phone or computer to attend this meeting. Please call our District office at **(530)533-2000** for assistance in participating in the teleconference.

Dial in: 1-669-900-9128  
Meeting ID: 845 7124 1855  
Passcode: 585070

To ensure that our meetings are as orderly as possible, and to enable public participation at the proper times during the meeting, we are asking that everyone take a moment to ensure your line stays muted until public comment is invited. When it comes time for public comment, we will leave enough time for participants to unmute and speak to the entire group and our Board. Because attendees cannot see each other’s mute status, we will simply need to be patient as we wait in between comments and do our best not to speak over each other. Please state your name for the record before sharing comments. We are committed to keeping the public engaged and appreciate your help in making that happen.

## 1. CALL TO ORDER

- 1.1 Roll Call
- 1.2 Flag Salute
- 1.3 Moment of Silence
- 1.4 Public Comment

2. **CONSENT AGENDA**

All items listed under the Consent Agenda are considered routine and will be enacted by one motion unless an item is removed. Consent Agenda items will be read by title only. There will be no separate discussion of these items unless members of the Board or person in the audience request a specific item to be removed from the Consent Agenda to the Regular Agenda for separate discussion, prior to the time the Board votes on the motion to adopt the Consent Agenda. If any item(s) is removed from the Consent Agenda, the item(s) will be considered immediately following action on the Consent Agenda.

2.1 Special Board Meeting Minutes of February 20, 2024

2.2 Financial Reports for Month Ending February 29, 2024

2.3 Claims Report for Month Ending February 29, 2024

3. **ITEMS REMOVED FROM THE CONSENT AGENDA (IF ANY)**

4. **ADOPTION OF THE BARTLE WELLS ASSOCIATES 2024 DISTRICT RATE STUDY**

Michael DeGroot of Bartle Wells Associates will present the 2024 District Rate Study. The Board will review and consider adopting the 2024 District Rate Study as prepared and presented by Bartle Wells Associates.

5. **SELECTION OF THE RATE INCREASE SCHEDULE**

The Board will consider adopting a Rate Schedule and Implementation Schedule.

6. **MISSION ESPERANZA PROJECT – 4248 LINCOLN BLVD.**

General Manager Goyer will present plans for the District's participation with Mission Esperanza and the City of Oroville to provide design and construction options and clarification of the right of ways and easement issues.

7. **REQUEST AUTHORIZATION TO HIRE AT AN ADVANCED STEP SALARY RANGE**

The Board will consider authorizing the General Manager to hire at an advanced step salary range.

8. **AMENDMENT TO SECTIONS 3, 5, & 6 OF THE DISTRICT'S "RULES AND REGULATIONS".**

General Manager Goyer will present amendment to Sections 3, 5 & 6 of the District's "Rules and Regulations".

## **REPORTS AND CONSULTATIONS**

9. **SC-OR COMMISSIONER'S REPORT**
  
10. **BOARD MEMBERS', MANAGER, AND STAFF COMMENTS**
  - FIELD OPERATIONS ACTIVITY REPORT
  - MANAGER'S REPORT
  
11. **FUTURE AGENDA ITEMS**
  
12. **ADJOURNMENT**



## Manager's Report

**To:** Board of Directors  
**From:** David Goyer, General Manager  
**Date:** March 12, 2024

**RE:** Item No. 1 – Call To Order

1.1 Roll call

1.2 Flag Salute

1.3 Moment of Silence

1.4 Public Comment



## Manager's Report

**To:** Board of Directors  
**From:** David Goyer, General Manager  
**Date:** March 12, 2024  
**RE:** Item No. 2 – Consent Agenda

Item No. 2.1 **Board Meeting Minutes** - Minutes from the February 20, 2024 Special Board meeting are included for the Board's review and approval.

Item No. 2.2 **Financial Reports** – Cash Report and Income Statement through February 29, 2024 is attached for the Board's review and approval.

Item No. 2.3 **Payment of Claims** - The February 29, 2024 Claims report is attached for the Board's review and approval.

Attachments for each item included.

*Recommended Action:*

A motion to approve the minutes from the Special Board meeting of February 20, 2024 and approve the Financial Reports and Payment of Claims from February 29, 2024 as presented.

Roll call vote.

**UNADOPTED  
LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT  
BOARD OF DIRECTORS SPECIAL MEETING  
FEBRUARY 20, 2024**

**CALL TO ORDER**

President Marciniak called the meeting to order at 2:00 P.M. Directors present were Fairbanks, Mastelotto, Salvucci, and Sharman. General Manager (GM) Goyer, Engineer Knibb, Field Operations Supervisor (FOS) Victorino and Board Clerk (BC) Hamblin represented the District in person.

**SALUTE TO THE FLAG**

Director Sharman led the meeting with the salute to the flag.

**MOMENT OF SILENCE**

President Marciniak requested a moment of silence.

**PUBLIC COMMENT**

No Public Comment.

**CONSENT AGENDA**

The Board reviewed the minutes of the Regular Board Meeting of January 9, 2024, the financial Reports and the Claims List for month ending January 31, 2024. After discussion, it was moved by Director Salvucci and seconded by Director Mastelotto that the items on the consent agenda be approved as presented. The motion passed with the following roll call vote:

Ayes: Directors Fairbanks, Marciniak, Mastelotto, Salvucci, and Sharman.

**ORNAMENTAL FENCING FOR 3515 MYERS STREET**

GM Goyer presented the quotation from All American Welding for the materials and installation of approximately 300 linear feet of ornamental fencing and gates to be installed at 3515 Myers Street. After discussion, it was moved by Director Mastelotto and seconded by Director Salvucci to authorize GM Goyer to move forward with the quotation from All American Welding to provide the ornamental fencing for the rehabilitation project at 3515 Myers Street in an amount not to exceed \$42,642.00. The motion passed with the following roll call vote:

Ayes: Directors Fairbanks, Marciniak, Mastelotto, Salvucci, and Sharman.

## **DISSOLUTION OF THE AD HOC COMMITTEE REGARDING FACILITY ANALYSIS AND SUITABILITY OF 3515 MYERS STREET**

GM Goyer reported that the ad hoc committee for the “Analysis and Suitability of the Property at 3515 Myers Street” had completed its intended purpose and requested that the committee be dissolved. After discussion, it was moved by Director Salvucci and seconded by Director Mastelotto to dissolve the ad hoc committee for the “Analysis and Suitability of the property at 3515 Myers Street”. The motion passed with the following roll call vote:

Ayes: Directors Fairbanks, Marciniak, Mastelotto, Salvucci, and Sharman.

## **4248 LINCOLN BLVD PALLET SHELTER**

GM Goyer presented a request from the City of Oroville to assist in the planning and possible construction activities of the Mission Esperanza Project. Duties are to provide input for design and construction options and to clarify right of way and easement issues. All options will be brought back to the Board for final decision and approval. After discussion, it was moved by Director Mastelotto and seconded by Director Marciniak to direct staff to work with the Mission Esperanza Project and the City of Oroville on the design and construction options and to clarify the right of way and easement issues. The motion passed with the following roll call vote:

Ayes: Directors Fairbanks, Marciniak, Mastelotto, Salvucci, and Sharman.

## **SC-OR COMMISSIONERS' REPORT**

Director Mastelotto reported that the purchase of the Ruddy Creek property was moving forward. Director Salvucci reported that the influent pump station is up and running.

## **BOARD MEMBERS', MANAGER, AND STAFF REPORTS**

### **FOS Victorino presented the Field Operations Report**

- Reported that we had NO SSO's for January 2024.
- Reported that the compliance documents for the hazardous material storage had been submitted to the CEPA and annual air quality reporting was completed and submitted to the BCAQMD.
- Reported that Hanging Tree Lift Station had an internal failure and operation was restored by the field crew within 7 hours.
- Reported that 57 manholes were inspected and 8 repairs completed.

### **GM Goyer presented the Manager's Report**

- Updated the Board on the status of River Ranch, Lincoln Family Apartment and A-Line projects.
- Reported that the winter storm had damaged the roof on the shed at 1945 Elgin Street and Butte Roofing Company had completed the repair.
- Reported that a court date was set for the property at 3520 Spencer and the purchase should be moving forward in the near future.

Engineer Knibb reported that things were moving forward on the Palermo Wastewater Project. The grant should be funded by June 2024 and the District should be receiving documents around August 2024. He reminded the Board that this is the “Planning Grant” phase and is for \$2,453,000 with the largest portion of this work to be securing approximately 700 easements from the landowners.

## **ADJOURNMENT**

There being no further business to come before the Board the meeting was adjourned at 3:07 P.M.

Respectfully submitted,

Kelly Hamblin,  
Clerk of the Board



LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT  
Cash Report  
For the Accounting Period: 2/24

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
<b>53 Sewer</b>						
10001 Five Star Bank - General	582,430.56	117,596.36	485.71	680.79	147,731.60	552,100.24
10021 Five Star USDA	22,845.62	0.00	0.00	0.00	0.00	22,845.62
10031 Five Star Money Market	2,750,283.21	0.00	0.00	0.00	0.00	2,750,283.21
10400 LAIF 10401 Series A Bond	2,834,050.82	0.00	0.00	0.00	0.00	2,834,050.82
10401 LAIF ACCOUNT SERIES A BOND	107,048.00	0.00	0.00	0.00	0.00	107,048.00
10500 Petty Cash	500.00	0.00	0.00	0.00	0.00	500.00
<b>Total Fund</b>	<b>6,297,158.21</b>	<b>117,596.36</b>	<b>485.71</b>	<b>680.79</b>	<b>147,731.60</b>	<b>6,266,827.89</b>
<b>55 RIVER RANCH OROVILLE LLC</b>						
10001 Five Star Bank - General	84,446.65	0.00	0.00	0.00	0.00	84,446.65
<b>57 LEAP GRANT</b>						
10001 Five Star Bank - General	-66,157.32	0.00	0.00	0.00	0.00	-66,157.32
<b>58 REAP GRANT</b>						
10001 Five Star Bank - General	-52,046.54	0.00	0.00	0.00	0.00	-52,046.54
<b>62 PALERMO WASTEWATER CONSOLIDATION</b>						
10001 Five Star Bank - General	-16,375.00	0.00	0.00	0.00	255.00	-16,630.00
<b>71 Payroll Clearing</b>						
10001 Five Star Bank - General	819.60	0.00	64,409.39	59,712.69	0.00	5,516.30
<b>73 Claims Clearing</b>						
10001 Five Star Bank - General	18,343.40	0.00	92,428.30	1,702.95	0.00	109,068.75
<b>Totals</b>	<b>6,266,189.00</b>	<b>117,596.36</b>	<b>157,323.40</b>	<b>62,096.43</b>	<b>147,986.60</b>	<b>6,331,025.73</b>

\*\*\* Transfers In and Transfers Out columns should match, with the following exceptions:

- 1) Cancelled electronic checks increase the Transfers In column. Disbursed column will be overstated by the same amount and will not balance to the Redeemed Checks List.
- 2) Payroll Journal Vouchers including local deductions with receipt accounting will reduce the Transfers Out column by the total amount of these checks.

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT  
Income Statement  
For the Accounting Period: 2 / 24

53 Sewer

Account Object	Description	Current Year				%
		Current Month	Current YTD	Budget	Variance	
<b>Revenue</b>						
41100	Sewer Service Charge	-139.86	870,959.09	1,727,271.00	-856,311.91	50
41150	Pumping Charge	-35.10	63,673.94	128,000.00	-64,326.06	50
41200	Kelly Ridge Pumping Chg (Taxes)		28,304.10	45,000.00	-16,695.90	63
41300	Connection Fee		3,600.00		3,600.00	
						51
	<b>Total Revenue</b>	-174.96	966,537.13	1,900,271.00	-933,733.87	51
<b>Expenses</b>						
51000	<b>Administration</b>					
60100	Salaries & Wages	21,275.59	182,532.30	275,850.00	93,317.70	66
60200	Sick Time Buy Back			2,000.00	2,000.00	
62100	Health Insurance	5,537.14	47,065.69	59,150.00	12,084.31	80
62150	HSA PAYABLE	624.99	3,958.27	7,500.00	3,541.73	53
62200	Dental Insurance	341.22	2,900.37	4,400.00	1,499.63	66
62250	Life Insurance	40.74	346.29	508.00	161.71	68
62300	Vision Insurance			3,000.00	3,000.00	
62400	Deferred Comp 457	417.82	3,585.21	5,510.00	1,924.79	65
62450	CALPERS Contribution	11,550.91	100,899.19	141,468.00	40,568.81	71
62500	Workers Comp Ins.		1,145.88	2,900.00	1,754.12	40
62550	Payroll Taxes/Ins.	1,649.89	13,997.81	21,835.00	7,837.19	64
64152	SURVEYING SERVICES		450.00		-450.00	
66100	Office Supplies & Expenses	-485.71	-485.71		485.71	
	<b>Total Account</b>	40,952.59	356,395.30	524,121.00	167,725.70	68
51100	<b>Director</b>					
60100	Salaries & Wages	2,000.00	16,000.00	24,000.00	8,000.00	67
62300	Vision Insurance		472.06	5,000.00	4,527.94	9
62550	Payroll Taxes/Ins.	185.00	1,480.00	2,220.00	740.00	67
	<b>Total Account</b>	2,185.00	17,952.06	31,220.00	13,267.94	58
57000	<b>General Operating</b>					
64100	Engineering Services	10,167.50	39,932.50	40,000.00	67.50	100
64150	Legal Services	1,541.00	8,232.30	24,000.00	15,767.70	34
64152	SURVEYING SERVICES		1,466.00		-1,466.00	
64200	Accounting/Audit Services		21,950.00	26,600.00	4,650.00	83
64250	Insurance		13,839.30	56,000.00	42,160.70	25
64300	Software Licenses, Annual Fees and Tech Support	18,349.25	35,784.59	45,200.00	9,415.41	79
65100	Office Utilities	1,053.79	11,336.98	16,080.00	4,743.02	71
65150	Shop/Yard Utilities	1,054.20	6,368.11	9,000.00	2,631.89	71
66100	Office Supplies & Expenses	353.00	4,027.24	7,500.00	3,472.76	54
66102	BILLING AND PAYMENT PROCESSING	321.10	21,658.76	34,550.00	12,891.24	63
66150	Office Equipment	178.46	4,925.76	20,000.00	15,074.24	25
66200	Building & Yard Repairs / Maintenance		244.40	10,000.00	9,755.60	2
66250	Small Tools & Consumables		1,104.57	5,000.00	3,895.43	

53 Sewer

Account Object	Description	Current Year				%
		Current Month	Current YTD	Budget	Variance	
66350	Outside services	7,995.00	17,621.48	31,000.00	13,378.52	57
67100	Education & Training		2,140.30	12,000.00	9,859.70	18
67150	Membership/Subscriptions	46.66	10,901.67	9,000.00	-1,901.67	121
67200	Permits & Licenses		6,433.87	14,150.00	7,716.13	45
67250	Travel, Meals & Entertainment		2,254.87	4,595.00	2,340.13	49
67300	Elections			5,000.00	5,000.00	
67350	Bank and collection fees		3,642.43	10,800.00	7,157.57	34
67400	Safety Training			1,000.00	1,000.00	
67550	LAFCo Operating Fees		2,620.09	2,900.00	279.91	90
69155	Propane			200.00	200.00	
	Total Account	41,059.96	216,485.22	384,575.00	168,089.78	56
58000	Field					
60100	Salaries & Wages	21,193.86	195,204.73	424,150.00	228,945.27	46
60200	Sick Time Buy Back			1,500.00	1,500.00	
61150	Standby Wages	518.40	4,048.25	6,500.00	2,451.75	62
61200	Reoccurring Overtime Wages	1,492.39	12,629.41	25,000.00	12,370.59	51
61250	Call-Out OT - Not VV	109.02	997.39	5,000.00	4,002.61	20
61351	Villa Verona Overtime	280.25	1,073.92	2,500.00	1,426.08	43
62100	Health Insurance	2,117.18	18,191.51	59,800.00	41,608.49	30
62150	HSA PAYABLE	624.99	5,833.24	7,500.00	1,666.76	78
62200	Dental Insurance	161.56	1,373.24	3,500.00	2,126.76	39
62250	Life Insurance	53.20	442.57	700.00	257.43	63
62300	Vision Insurance			5,000.00	5,000.00	
62400	Deferred Comp 457	460.35	4,180.98	8,500.00	4,319.02	49
62450	CALPERS Contribution	6,478.64	58,758.35	86,910.00	28,151.65	68
62500	Workers Comp Ins.		4,942.50	23,535.00	18,592.50	21
62550	Payroll Taxes/Ins.	1,866.65	16,585.81	31,500.00	14,914.19	53
63500	Boots and Uniforms	85.13	139.24	5,050.00	4,910.76	3
63502	Boots & Uniforms-Broderson		249.60	550.00	300.40	45
63506	Boots & Uniforms - VICTORINO		456.75	550.00	93.25	83
63507	Boots & Uniforms - PETERSON			550.00	550.00	
63508	Boots & Uniforms - DAVIS		216.44	550.00	333.56	39
63509	Boots & Uniforms - MOENCH		308.51	550.00	241.49	56
63510	boots & Uniforms - WATSEN		357.23		-357.23	
64100	Engineering Services		1,320.05		-1,320.05	
64300	Software Licenses, Annual Fees and Tech Support		4,045.00	11,500.00	7,455.00	35
65175	PUMP STATION UTILITIES	8,029.28	47,478.42	67,050.00	19,571.58	71
66200	Building & Yard Repairs / Maintenance		-148.41		148.41	
66250	Small Tools & Consumables	145.89	1,437.63	18,500.00	17,062.37	8
66300	Safety Supplies	186.58	2,499.68	10,000.00	7,500.32	25
66350	Outside services	1,300.00	5,253.00	5,000.00	-253.00	105
67100	Education & Training	110.77	110.77	7,500.00	7,389.23	1
67150	Membership/Subscriptions			7,500.00	7,500.00	
67250	Travel, Meals & Entertainment		158.65		-158.65	
67400	Safety Training		6,300.00	12,200.00	5,900.00	52
68100	Routine Operations & Maintenance - Sewer System	790.23	4,202.76	15,000.00	10,797.24	28
68125	REPAIRS AND MAINTENANCE ON PUMP STATIONS	1,375.64	7,572.76	133,500.00	125,927.24	6
68150	I & I Operations & Maintenance			10,000.00	10,000.00	
68650	VV Operations & Maintenance		757.72	25,000.00	24,242.28	

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT  
Income Statement  
For the Accounting Period: 2 / 24

53 Sewer

Account Object	Description	Current Year				%
		Current Month	Current YTD	Budget	Variance	
69100	Diesel Fuel		6,749.57	9,500.00	2,750.43	71
69150	Gasoline		8,356.75	18,000.00	9,643.25	46
69155	Propane		22.35	200.00	177.65	11
69250	Heavy Equipment Repairs & Maintenance	146.10	3,440.31	10,000.00	6,559.69	34
69300	Auto Repairs & Maintenance	36.75	6,392.14	10,000.00	3,607.86	64
	Total Account	47,562.86	431,938.82	1,069,845.00	637,906.18	40
	Total Expenses	131,760.41	1,022,771.40	2,009,761.00	986,989.60	51
	Net Income from Operations	-131,935.37	-56,234.27			
Other Revenue						
47000	Miscellaneous Revenue		2,037.50		2,037.50	
47100	Capacity Charge		90,763.00		90,763.00	
47150	Sewer Service Late Fees	23,526.22	44,350.59		44,350.59	
47200	Interest		127,200.32		127,200.32	
47250	RD Surcharge	-29.40	181,300.00	363,090.00	-181,790.00	50
47350	Current Sec Taxes		242,002.58	351,100.00	-109,097.42	69
47400	Current Unsec Tax	444.08	20,346.68	19,200.00	1,146.68	106
47450	Prior Unsec Tax	47.85	1,248.13	505.00	743.13	247
47475	SUPPLEMENTAL APPORTIONMENT	1,386.15	3,341.87	6,500.00	-3,158.13	51
47500	Other Taxes	1,138.65	1,693.67	3,000.00	-1,306.33	56
47821	Annexation Processing		612.00		612.00	
47871	SC-OR Regional Facility Charge	-39,828.00	76,270.62		76,270.62	
49000	Other Income	15.00	165.00		165.00	
	Total Other Revenue	-13,299.45	791,331.96	743,395.00	47,936.96	106
Other Expenses						
81000	Capital Outlay					
66250	Small Tools & Consumables		179.84		-179.84	
66300	Safety Supplies		907.33		-907.33	
67500	Permits		119.91		-119.91	
81110	Equipment Purchase		79,292.11	360,000.00	280,707.89	22
81120	Capitalized Expenditure - Other		4,930.00		-4,930.00	
81200	District Projects-CIP		30,840.11	580,000.00	549,159.89	5
	Total Account		116,269.30	940,000.00	823,730.70	12
85000	Debt Service					
85200	Loan Principal			68,000.00	68,000.00	
85250	Loan Interest Expense		164,007.50	96,010.00	-67,997.50	171
	Total Account		164,007.50	164,010.00	2.50	100

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LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT  
Income Statement  
For the Accounting Period: 2 / 24

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53 Sewer

		----- Current Year -----				
Account Object	Description	Current Month	Current YTD	Budget	Variance	%
87000	Other Expense					
74400	Depreciation			556,000.00	556,000.00	
	Total Account			556,000.00	556,000.00	
	Total Other Expenses	0.00	280,276.80	1,660,010.00	1,379,733.20	17
	Net Income		-145,234.82			
			454,820.89			

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT  
Income Statement  
For the Accounting Period: 2 / 24

55 RIVER RANCH OROVILLE LLC

Account Object	Description	Current Year				%
		Current Month	Current YTD	Budget	Variance	
<b>Expenses</b>						
57000	General Operating					
64150	Legal Services		1,001.00		-1,001.00	
	Total Account		1,001.00		-1,001.00	
59000	RIVER RANCH OROVILLE LLC					
64150	Legal Services		3,850.00		-3,850.00	
	Total Account		3,850.00		-3,850.00	
	<b>Total Expenses</b>	0.00	4,851.00	0.00	-4,851.00	
	<b>Net Income from Operations</b>		-4,851.00			
<b>Other Revenue</b>						
47100	Capacity Charge		5,000.00		5,000.00	
	<b>Total Other Revenue</b>	0.00	5,000.00	0.00	5,000.00	
	<b>Net Income</b>	0.00	149.00			

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT  
Income Statement  
For the Accounting Period: 2 / 24

57 LEAP GRANT

Account Object	Description	Current Year				%
		Current Month	Current YTD	Budget	Variance	
<b>Expenses</b>						
55100	LEAP GRANT					
64100	Engineering Services		330.00			-330.00
	Total Account		330.00			-330.00
	<b>Total Expenses</b>	0.00	330.00	0.00		-330.00
	<b>Net Income from Operations</b>		-330.00			
<b>Other Revenue</b>						
48000	GRANT REVENUE		25,023.70			25,023.70
	<b>Total Other Revenue</b>	0.00	25,023.70	0.00		25,023.70
	<b>Net Income</b>	0.00	24,693.70			

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT  
Income Statement  
For the Accounting Period: 2 / 24

58 REAP GRANT

Account Object	Description	Current Year				%
		Current Month	Current YTD	Budget	Variance	
<b>Expenses</b>						
55200	REAP GRANT					
64100	Engineering Services		330.00		-330.00	
	Total Account		330.00		-330.00	
<b>58000 Field</b>						
62500	Workers Comp Ins.		1,158.66		-1,158.66	
	Total Account		1,158.66		-1,158.66	
	<b>Total Expenses</b>	0.00	1,488.66	0.00	-1,488.66	
	<b>Net Income from Operations</b>		-1,488.66			
<b>Other Revenue</b>						
48000	GRANT REVENUE		19,055.80		19,055.80	
	<b>Total Other Revenue</b>	0.00	19,055.80	0.00	19,055.80	
	<b>Net Income</b>	0.00	17,567.14			



03/07/24  
08:32:52

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT  
Income Statement  
For the Accounting Period: 2 / 24

Page: 8  
Report ID: LB170A

62 PALERMO WASTEWATER CONSOLIDATION

Account Object	Description	Current Year				%
		Current Month	Current YTD	Budget	Variance	
<b>Expenses</b>						
57000	General Operating					
64100	Engineering Services	255.00	595.00		-595.00	
	Total Account	255.00	595.00		-595.00	
	<b>Total Expenses</b>	255.00	595.00	0.00	-595.00	
	<b>Net Income from Operations</b>	-255.00	-595.00			
	<b>Net Income</b>	-255.00	-595.00			

Claims

Check #	Check Type	Vendor/Employee/Payee Number/Name	Check Amount	Date Period Issued	Notes
-99742	Clm E	172 STRATTI	1581.25	2/24 02/09/24	
-99741	Clm E	164 DRIVE PAYMENTS	121.70	2/24 02/23/24	
-88886*	Pay P	2 ROBERT L BRODERSON	1964.87	2/24 02/09/24	
-88885	Pay P	21 DAVID GOYER	2684.31	2/24 02/09/24	
-88884	Pay P	4 KELLY J HAMBLIN	1843.88	2/24 02/09/24	
-88883	Pay P	23 TROY MOENCH	1652.08	2/24 02/09/24	
-88882	Pay P	11 ANNELYN A RACKLEY	622.21	2/24 02/09/24	
-88881	Pay P	19 VINCENT M VICTORINO	2387.66	2/24 02/09/24	
-88880	Pay P	24 JASEN WATSON	1534.66	2/24 02/09/24	
-88879	Pay P	CALPERS 457 CAL 457	1060.28	2/24 02/09/24	
-88878	Pay P	PERS CLASS CAL PERS CLASSIC	2466.35	2/24 02/09/24	
-88877	Pay P	PEPRA CAL PERS PEPRA	1384.13	2/24 02/09/24	
-88876	Pay P	CA TRAIN (ETT) EDD	1044.45	2/24 02/09/24	
-88875	Pay P	FIT EFTPS	5168.02	2/24 02/09/24	
-88874	Pay P	HEALTH INS LAKE OROVILLE AREA PUD	3889.29	2/24 02/09/24	
-88873	Pay P	AD&D LOPUD	779.09	2/24 02/09/24	
-88872	Pay P	2 ROBERT L BRODERSON	2418.53	2/24 02/23/24	
-88871	Pay P	21 DAVID GOYER	2684.31	2/24 02/23/24	
-88870	Pay P	4 KELLY J HAMBLIN	2048.29	2/24 02/23/24	
-88869	Pay P	16 ROBERT MARCINIAK	365.80	2/24 02/23/24	
-88868	Pay P	9 ANGELA D MASTELOTTO	365.80	2/24 02/23/24	
-88867	Pay P	23 TROY MOENCH	1736.69	2/24 02/23/24	
-88866	Pay P	11 ANNELYN A RACKLEY	560.00	2/24 02/23/24	
-88865	Pay P	17 RICHARD SALVUCCI	365.80	2/24 02/23/24	
-88864	Pay P	19 VINCENT M VICTORINO	2551.35	2/24 02/23/24	
-88863	Pay P	24 JASEN WATSON	1515.73	2/24 02/23/24	
-88862	Pay P	CALPERS 457 CAL 457	1094.97	2/24 02/23/24	
-88861	Pay P	PERS CLASS CAL PERS CLASSIC	2466.35	2/24 02/23/24	
-88860	Pay P	PEPRA CAL PERS PEPRA	1434.25	2/24 02/23/24	
-88859	Pay P	CA TRAIN (ETT) EDD	1050.98	2/24 02/23/24	
-88858	Pay P	FIT EFTPS	5904.14	2/24 02/23/24	
-88857	Pay P	HEALTH INS LAKE OROVILLE AREA PUD	3889.29	2/24 02/23/24	
-88856	Pay P	AD&D LOPUD	779.13	2/24 02/23/24	
23744*	Clm SC	12 AT & T	202.41	2/24 02/09/24	
23745	Clm SC	32 CA WATER SERVICE	80.59	2/24 02/09/24	
23746	Clm SC	190 CANON FINANCIAL SOLUTIONS	178.46	2/24 02/09/24	
23747	Clm SC	38 COMCAST	298.83	2/24 02/09/24	
23748	Clm SC	46 DATATREE	99.00	2/24 02/09/24	
23749	Clm SC	194 GLOBAL OFFICE INC.	100.25	2/24 02/09/24	
23750	Clm SC	79 MIRY'S CLEANING SERVICES	295.00	2/24 02/09/24	
23751	Clm SC	93 PACIFIC GAS & ELECTRIC	8243.14	2/24 02/09/24	
23752	Clm SC	102 QUADIENIT LEASING USA, INC	346.34	2/24 02/09/24	
23753	Clm SC	106 RECOLOGY BUTTE COLUSA COUNTIES	107.82	2/24 02/09/24	
23754	Clm SC	119 STREAMLINE	249.00	2/24 02/09/24	
23755	Clm SC	139 VERIZON WIRELESS	402.71	2/24 02/09/24	
23756	Clm SC	110 SC-OR	39828.00	2/24 02/09/24	
23757	Clm SC	16 BLACK MOUNTAIN SOFTWARE	16420.00	2/24 02/16/24	
23758	Clm SC	54 FASTENAL SUPPLIES	79.86	2/24 02/16/24	

Check Types: MC=Manual Claim, SC=System Claim, V=Void (never in system), E=ACH  
P=Payroll, C=Cancelled (cancelled in system), R=Reissued, D=Deleted (deleted in system)

Claims

Check #	Check		Check Amount	Date		Notes
	Type	Vendor/Employee/Payee Number/Name		Period	Issued	
23759	Clm SC	60 HUMANA	625.68	2/24	02/16/24	
23760	Clm SC	78 MINASIAN LAW	1541.00	2/24	02/16/24	
23761	Clm SC	109 SAUERS ENGINEERING INC	10422.50	2/24	02/16/24	
23762	Clm SC	115 SOUTH FEATHER WATER	57.53	2/24	02/16/24	
23763	Clm SC	133 UMPQUA BANK	410.02	2/24	02/16/24	
23764	Clm SC	166 VALLI INFORMATION SYSTEMS, INC	199.40	2/24	02/16/24	
23765	Clm SC	11 ANSWERLINE COMMUNICATIONS	250.00	2/24	02/23/24	
23766	Clm SC	17 BLUE SHIELD OF CA	7103.17	2/24	02/23/24	
23767	Clm SC	190 CANON FINANCIAL SOLUTIONS	178.46	2/24	02/23/24	
23768	Clm SC	115 SOUTH FEATHER WATER	74.76	2/24	02/23/24	
23769	Clm SC	38 COMCAST	318.20	2/24	03/02/24	
23770	Clm SC	194 GLOBAL OFFICE INC.	81.99	2/24	03/02/24	
23771	Clm SC	58 HOBBS PEST SOLUTIONS, INC	230.00	2/24	03/02/24	
23772	Clm SC	72 LARRY NELSON'S RADIO REPEATER SIT	1300.00	2/24	03/02/24	
23773	Clm SC	85 NORTHERN CA GLOVES	186.58	2/24	03/02/24	
23774	Clm SC	92 PACE SUPPLY CORP	790.23	2/24	03/02/24	
23775	Clm SC	115 SOUTH FEATHER WATER	24.42	2/24	03/02/24	
88285*	Pay P	5 DARIN K KAHALEKULU	1969.42	2/24	02/09/24	
88286	Pay P	6 DEE G FAIRBANKS	365.80	2/24	02/23/24	
88287	Pay P	5 DARIN K KAHALEKULU	1969.42	2/24	02/23/24	
88288	Pay P	13 WILLIAM P SHARMAN	365.80	2/24	02/23/24	
88289	Pay P	AFLAC 125 AFLAC	26.26	2/24	02/23/24	
Grand Total # of Checks:		70	Total: 156837.69	Total Claims	92428.30	Total Payroll 64409.39

Check Types: MC=Manual Claim, SC=System Claim, V=Void (never in system), E=ACH  
P=Payroll, C=Cancelled (cancelled in system), R=Reissued, D=Deleted (deleted in system)



## Manager's Report

**To:** Board of Directors

**From:** David Goyer, General Manager

**Date:** March 12, 2024

**RE:** Item No. 3 – Items Removed From Consent Agenda



## Manager's Report

**To:** Board of Directors  
**From:** David Goyer, General Manager  
**Date:** March 12, 2024

**RE:** Item No. 4 – Bartle Wells Associates 2024 District Rate Study

Michael DeGroot of Bartle Wells Associates will present the 2024 District Rate Study.

Attachments included.

*Recommended Action:*

A motion to adopt the Bartle Wells Associates 2024 District Rate Study as presented.

Roll call vote.



## Manager's Report

**To:** Board of Directors  
**From:** David Goyer, General Manager  
**Date:** March 12, 2024

**RE:** Item No. 5 – Selection of Rate Increase Schedule

Upon approval and adoption of the Bartle Wells Associates 2024 District Rate Study by the Board of Directors, the next order of business will be to select and approve a rate increase and corresponding schedule of implementation. This rate schedule can then be incorporated in the Notice of Sewer Rate Increase which will require Board approval.

### Attachments Included.

Proposed LOAPUD Rates - Scenario 1 – see attached.  
Proposed LOAPUD Rates - Scenario 2 – see attached.

Implementation Schedule 1 - Approval of rates at March 12th meeting  
Notices finalized and postmarked by March 29th.  
Public hearing on Tuesday May 14th.

Implementation Schedule 2 - Present changes to the rates on April 9th at the regular Board meeting.  
Notices finalized and postmarked by April 26th.  
Public hearing on June 11th

Recommended Action: A motion to adopt and approve the Proposed LOAPUD Rate Scenario # \_\_\_ and implementation schedule # \_\_\_\_\_ to incorporate into the Notice of Sewer Rate Increase.

# Scenario 1: Proposed LOAPUD Rates

<b>Option 1 - Keep Current Structure</b>	<b>current</b>	<b>7/1/2024</b>	<b>7/1/2025</b>	<b>7/1/2026</b>	<b>7/1/2027</b>
		Proposed Rate Increases*			
		5.0%	5.0%	5.0%	5.0%
Proposed Monthly Bills (Excludes SCOR Treatment Charge)					
<u>PER EDU</u>					
Regular Gravity Flow	\$28.21	\$29.38	\$30.60	\$31.88	\$33.23
\$/month increase		\$1.17	\$1.22	\$1.28	\$1.35
KRE Gravity Flow Sewer w/ pumping	\$31.58	\$32.75	\$33.97	\$35.25	\$36.60
\$/month increase		\$1.17	\$1.22	\$1.28	\$1.35
Regular Gravity Flow Sewer w/ pumping	\$34.06	\$35.23	\$36.45	\$37.73	\$39.08
\$/month increase		\$1.17	\$1.22	\$1.28	\$1.35
Villa Verona	\$33.06	\$34.47	\$35.95	\$37.50	\$39.13
\$/month increase		\$1.41	\$1.48	\$1.55	\$1.63
<i>*Pumping &amp; RDA charges proposed to remain at current rate.</i>					

# Scenario 2: Proposed LOAPUD Rates

## Option 2 - Reduced EDUs Multifamily & Mobile Home

	current	<u>7/1/2024</u>	<u>7/1/2025</u>	<u>7/1/2026</u>	<u>7/1/2027</u>
		Proposed Rate Increases*			
		5.0%	5.0%	5.0%	5.0%
Proposed Monthly Bills (Excludes SCOR Treatment Charge)					
<u>PER EDU</u>					
Regular Gravity Flow	\$28.21	\$29.83	\$31.08	\$32.39	\$33.76
\$/month increase		\$1.62	\$1.25	\$1.31	\$1.37
KRE Gravity Flow Sewer w/ pumping	\$31.58	\$33.42	\$34.66	\$35.97	\$37.35
\$/month increase		\$1.84	\$1.25	\$1.31	\$1.37
Regular Gravity Flow Sewer w/ pumping	\$34.06	\$35.90	\$37.14	\$38.45	\$39.83
\$/month increase		\$1.84	\$1.25	\$1.31	\$1.37
Villa Verona	\$33.06	\$34.92	\$36.43	\$38.00	\$39.66
\$/month increase		\$1.86	\$1.50	\$1.58	\$1.66

*\*Pumping & RDA charges proposed to remain at current rate.*





## Manager's Report

**To:** Board of Directors  
**From:** David Goyer, General Manager  
**Date:** March 12, 2024

**RE:** Item No. 6 – Mission Esperanza Project – 4248 Lincoln Blvd.

As requested, we have formulated a plan to work with the City of Oroville and the Mission Esperanza project to gain a new right of way for the existing infrastructure and improve the serviceability to the customers in this area. The City and the District would agree to pay 50% each of the project with the District doing the work to our existing infrastructure. The property owner will in exchange grant the Right of Way to LOAPUD.

Attachments included.

*Recommended Action:*

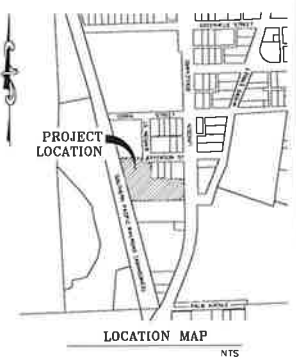
A motion to approve the cooperative project with the City of Oroville and Mission Esperanza as presented.

Roll call vote.

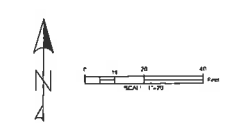


The new right of way would be from the manhole D2 South to the property line then west to the westerly property line. Also from the clean out D1 A west to the manhole D1.  
Appropriately 600 LF by 20' = 12,000 Sq'





- LEGEND:**
- 100 EXISTING GROUND CONTOUR (NAVD88 DATUM)
  - PROPOSED GROUND CONTOUR
  - PROPERTY LINE
  - NEIGHBORING PROPERTY LINE
  - RIGHT OF WAY CENTERLINE
  - EXISTING FENCE
  - EXISTING EDGE OF PAVEMENT
  - EXISTING GRAVEL DRIVEWAY
  - EXISTING SANITARY SEWER LINE WITH MANHOLE
  - EXISTING UTILITY POLE
  - EXISTING GUY WIRE ANCHOR
  - EXISTING FIRE HYDRANT
  - EXISTING WATER VALVE
  - EXISTING HOSE BIB
  - EXISTING ELECTRICAL METER
  - EXISTING CONCRETE
  - EXISTING BUILDING TO REMAIN
  - EXISTING GRADE ELEVATION
  - FINISH GRADE ELEVATION
  - FINISH FLOOR ELEVATION
  - TOP OF WALL



A 2025 Project (Project No. 2025-001) - Groville, Nevada, located in the City of Groville, NV. The project is located in the City of Groville, NV. The project is located in the City of Groville, NV.

CITY OF GROVILLE	STATE OF CALIFORNIA
CITY OF GROVILLE	COUNTY OF BUTTE
DATE: _____	DESIGNATION: _____
RW 1	
DATE	DRAWN BY
DESIGNED BY	CHECKED BY
JOB NO.	

Item	Description	Labor	Material	Equipment	Subcontract	Total
1	LINCOLN PALLET SHELTER	8,280	5,456	6,686		27,290
2						
3						
4						
5						
6						
7						
8						
9						
10						
<b>Total Cost</b>		<b>8,280</b>	<b>5,456</b>	<b>6,686</b>		<b>27,290</b>
<b>Mark-Up</b>						<b>6,868</b>
						25.17%
<b>Total Estimate</b>						<b>34,159</b>

Mark-Up			
50.00%	Labor	4,140	* LABOR MARK UP FOR ENGINEERING/SURVEYING EST. COST
50.00%	Material	2,728	* MATERIAL PURCHASE PRICE CONTINGENCY
0.00%	Equipment	0	
0.00%	Subcontractor	0	
<b>Total</b>		<b>6,868</b>	<b>25.17%</b>



## Manager's Report

**To:** Board of Directors

**From:** David Goyer, General Manager

**Date:** March 12, 2024

**RE:** Item No. 7 – Request to Authorize Hiring at Advanced Step Salary Range

The District is advertising for a new Utility Worker I or II and Operator.

Board Policy No. 2150 requires that the General Manager request the Board of Director's authorization to hire an employee at a step salary range that is something other than the first step of the salary range.

In accordance with Policy No. 2150, the General Manager is requesting authorization to hire an Utility Worker I or II and Operator at a step range that is greater than the first step in the applicable salary range, if and when it is necessary, in order to fill the position with a qualified applicant.

Attachments included.

*Recommended Action:* A motion to approve the General Manager's request for authorization to hire a Utility Worker I or II and Operator at a step salary range necessary to obtain a qualified applicant.

**BOARD POLICY**  
**Lake Oroville Area Public Utility District**

**TITLE: EMPLOYEE COMPENSATION**  
**ADOPTION DATE: July 8, 1987**

**NUMBER: 2150**  
**AMENDED DATE: July 12, 2016**

**2150.1** This policy shall apply to all employees, with the exception of the General Manager.

**2150.2** COMPENSATION AT HIRING

**2150.2.1** New Employees: All newly appointed employees shall be paid at the first step of the salary range for the position to which the employee is appointed except as provided herein.

**2150.2.2** Advanced Step Hiring: If the General Manager finds that qualified applicants cannot be successfully recruited at the first step of the salary range, he/she may request the Board of Directors to authorize an appointment at an advanced step of the salary range. Whenever advanced step hiring is approved, an employee being paid at a lower salary step in the same range may be advanced to the step at which the new employee is appointed.

**2150.2.3** Former Employees: A person who previously held a permanent position from which the person was separated in good standing may, when re-employed in a position with the same or lower pay range than held at separation, be appointed at the same salary rate which was paid at the effective date of the person's termination, or the nearest lower applicable step for the range to which the person is appointed provided such re-employment occurs within twelve (12) months from the date of said termination.

**2150.3** MERIT ADVANCEMENT WITHIN RANGE

**2150.3.1** Performance Evaluation Required: The General Manager shall authorize a merit advancement within the salary range only after evaluating the employee's performance and determining that it is satisfactory. This determination shall be noted on a performance evaluation form to be placed in the employee's file, with a copy given to the employee.

**2150.3.2** Period of Employment Required for Merit Advancement: Unless otherwise specified herein in addition to receiving a satisfactory performance evaluation, each employee shall, complete the following required time of employment to be eligible to receive a merit increase:

- 2150.3.2.1** New Employees: A person hired as a new employee shall have a merit advancement date which is twelve (12) months following the appointment date.
- 2150.3.2.2** Promotion or Demotion: An employee who is promoted or demoted shall have a new merit advancement date which shall be one (1) year from the date of promotion or demotion.
- 2150.3.2.3** Voluntary Demotion: An employee who voluntarily demotes to a position at a lower salary range shall have no change in merit advancement date.
- 2150.3.2.4** Change in Range Allocation: If the salary range for an employee's position is changed, the employee's merit advancement date shall not change.
- 2150.3.2.5** Position Reclassification: An employee whose position is reclassified to a position having the same or lower salary range shall have no change in merit advancement date. An employee whose position is reclassified to a position having a high salary range shall have no change in merit advancement date. An employee whose position is reclassified to a position having a higher salary range shall have a new merit advancement date which is one (1) year following the effective date of the position reclassification.
- 2150.3.2.6** Non-Merit Step Adjustment: An employee whose salary step is adjusted to a higher step for reasons other than regular merit advancement shall have a new merit advancement date effective one (1) year from the date of said adjustment.
- 2150.3.2.7** Standby Pay: The Field Operations Supervisor shall establish a Standby Schedule, rotating field crew employees. Standby duty will begin at 4:00 p.m. on Friday and end at 4:00 p.m. the following Friday. Any change or substitution from the schedule must be approved in advance by the Field Operations Supervisor or the Foreman. Hourly employees on standby will be compensated as follows:
- 2150.3.2.7.1** Non-regular work day: Four (4) hours overtime pay for each day. This additional pay shall include time for making the rounds to check all District pump stations.
- 2150.3.2.7.2** Regular work day: \$25 of additional pay for each day.

**2150.3.3**      Effective Date: An employee's merit increase shall take place yearly on the first day of the pay period in which his/her merit advancement date falls. The General Manager may delay authorizing the merit advancement up to ninety (90) days beyond the employee's merit advancement date without affecting the normal merit advancement date. In case of such a delay, the employee's merit advancement shall be effective the first day of the pay period following the General Manager's authorization. If authorization for merit advancement is delayed beyond ninety (90) days from the employee's merit advancement date, the employee shall not be eligible for a merit increase until his/her next normal merit advancement date.

**2150.4**            PROMOTION

**2150.4.1**        Employees promoted to a position with a higher salary range will be paid the higher range nearest the rate that the employee was being paid on the effective date of the promotion.





## Manager's Report

**To:** Board of Directors

**From:** David Goyer, General Manager

**Date:** March 12, 2024

**RE:** Item No. 8 – Amendment to Sections 3, 5 & 6 of the District's Rules and Regulations.

General Manager Goyer will present an amendment to Sections 3, 5 & 6 of the District's Rules and Regulations as they pertain to accepting lower laterals.

Attachments included.

*Recommended Action:*

A motion to approve the amendments to Sections 3, 5 & 6 of the District's Rules and Regulations as presented.

Roll call vote.

## **DUTIES, RIGHTS AND RESPONSIBILITIES**

---

### **3.01 DUTIES OF DISTRICT PERSONNEL**

#### **3.01.1 Board of Directors**

The Board of Directors shall make and enforce such rules and regulations as may be necessary for the safe, economical and efficient operation, management and protection of the District's sewer collection system. Further, the Board of Directors shall establish and regulate rates, fees, service and capacity charges.

#### **3.01.2 General Manager**

The General Manager shall administer, implement and enforce the provisions of these Rules. Any powers granted to or duties imposed on the General Manager may be delegated by the General Manager to persons employed or retained by the District.

#### **3.01.3 Employees**

District personnel shall enforce the provisions of these Rules. All District personnel shall identify themselves upon request when entering the work site or property for any inspection of work or for other purposes required or provided for by these Rules.

#### **3.01.4 Contractors**

All Contractors working on behalf of the District shall identify themselves upon request when entering the work site or property for any work or for other purposes required or provided for by these Rules.

### **3.02 RIGHTS AND RESPONSIBILITIES OF DISTRICT**

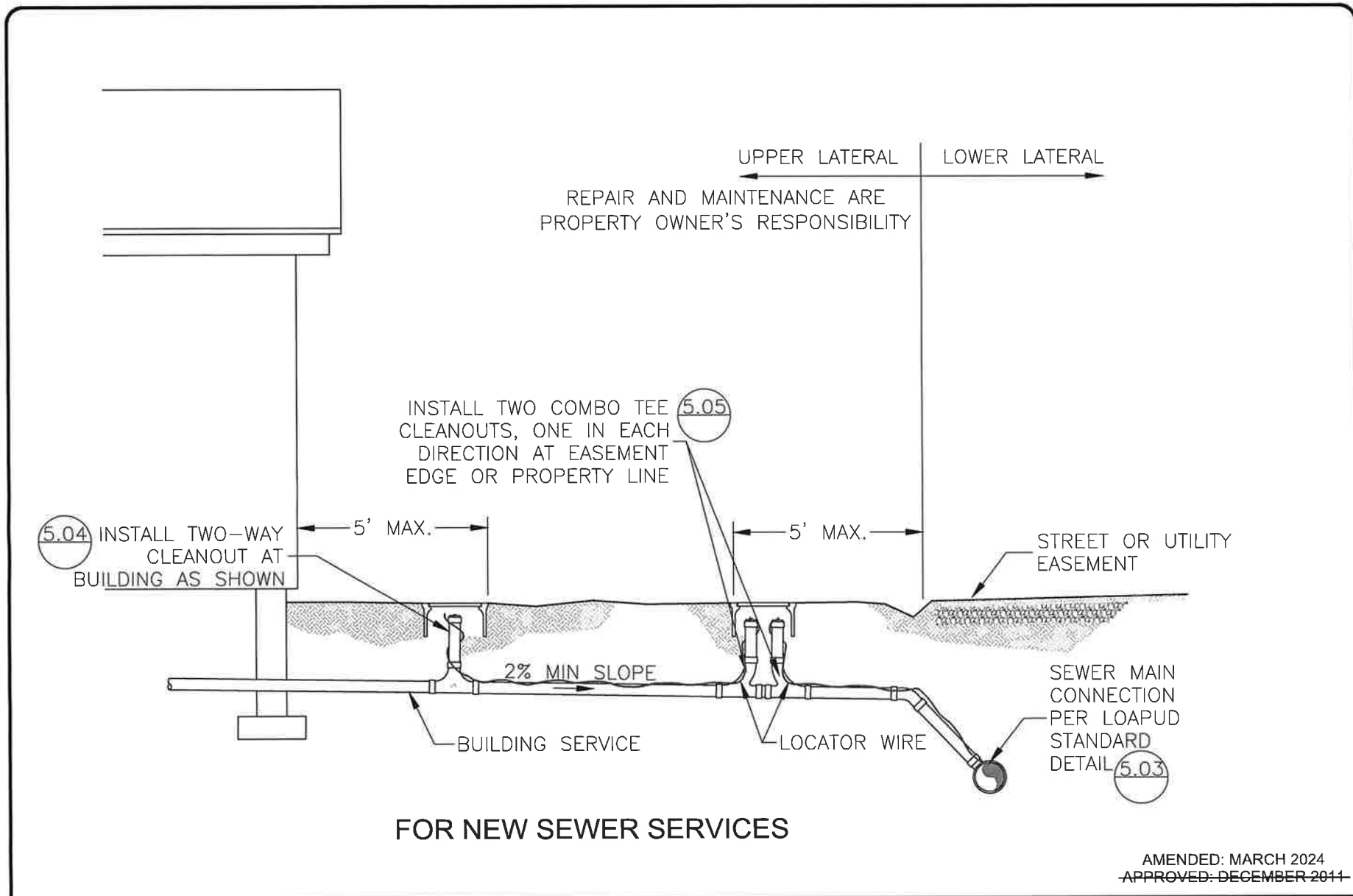
#### **3.02.1 Control of Sewer System**

The main sewer system shall be under the exclusive control and management of the District. The District shall maintain all District owned lower laterals, main sewers, interceptor sewers, lift stations, force mains and related appurtenances. Figure 3.01 illustrates the sewer facilities maintenance responsibilities of District and Owner.

#### **3.02.2 Right of Entry**

Authorized representatives of the District are permitted to make limited, reasonable inspections, at reasonable times, of any grounds, building or residence served to the extent necessary to ensure compliance with these Rules or amendments. The Owner shall be given the opportunity to accompany the District on all inspections. The Rights and Responsibilities incorporated in these Rules shall not be interpreted to limit the District in complying with or enforcing its Industrial Pretreatment Program (IPP).

If the purpose of the inspection is to verify the presence of multiple units or issues related to other billing factors and the District is not given access to enter the property within 30 days of the date requested, the service charges may be adjusted.



3-9

**Sauers Engineering, Inc.**

Civil and Environmental Engineers

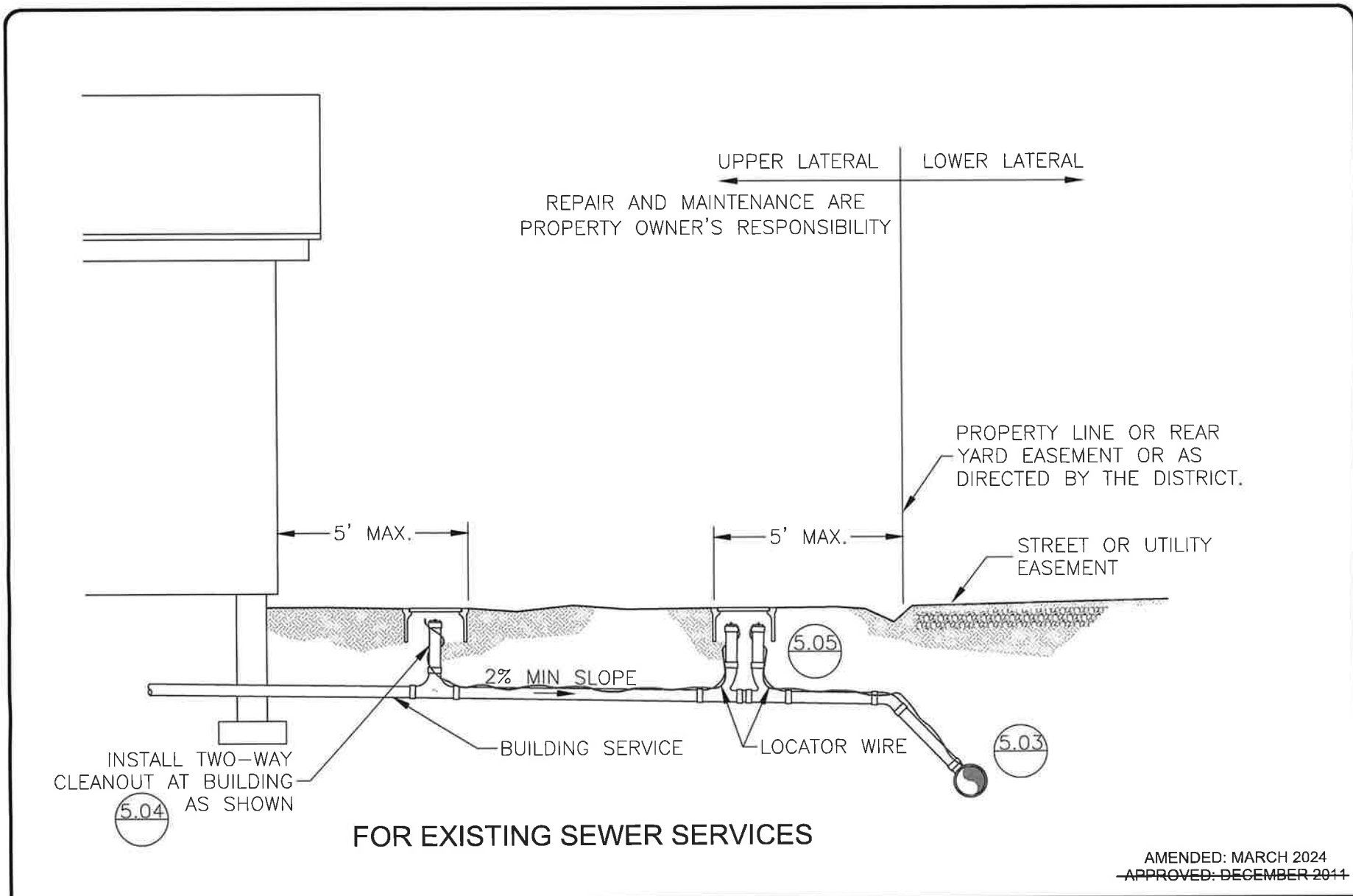
440 Lower Grass Valley Road, Suite A, Nevada City, CA 95959  
Telephone (530) 265-8021



1960 ELGIN STREET  
OROVILLE, CA 95966  
TEL. (530) 533-2000

SEWER MAINTENANCE AND  
REPAIR RESPONSIBILITIES  
FOR NEW SEWER SERVICES

FIGURE  
3.01  
FIGURE  
5.01



3-10

**Sauers Engineering, Inc.**

Civil and Environmental Engineers

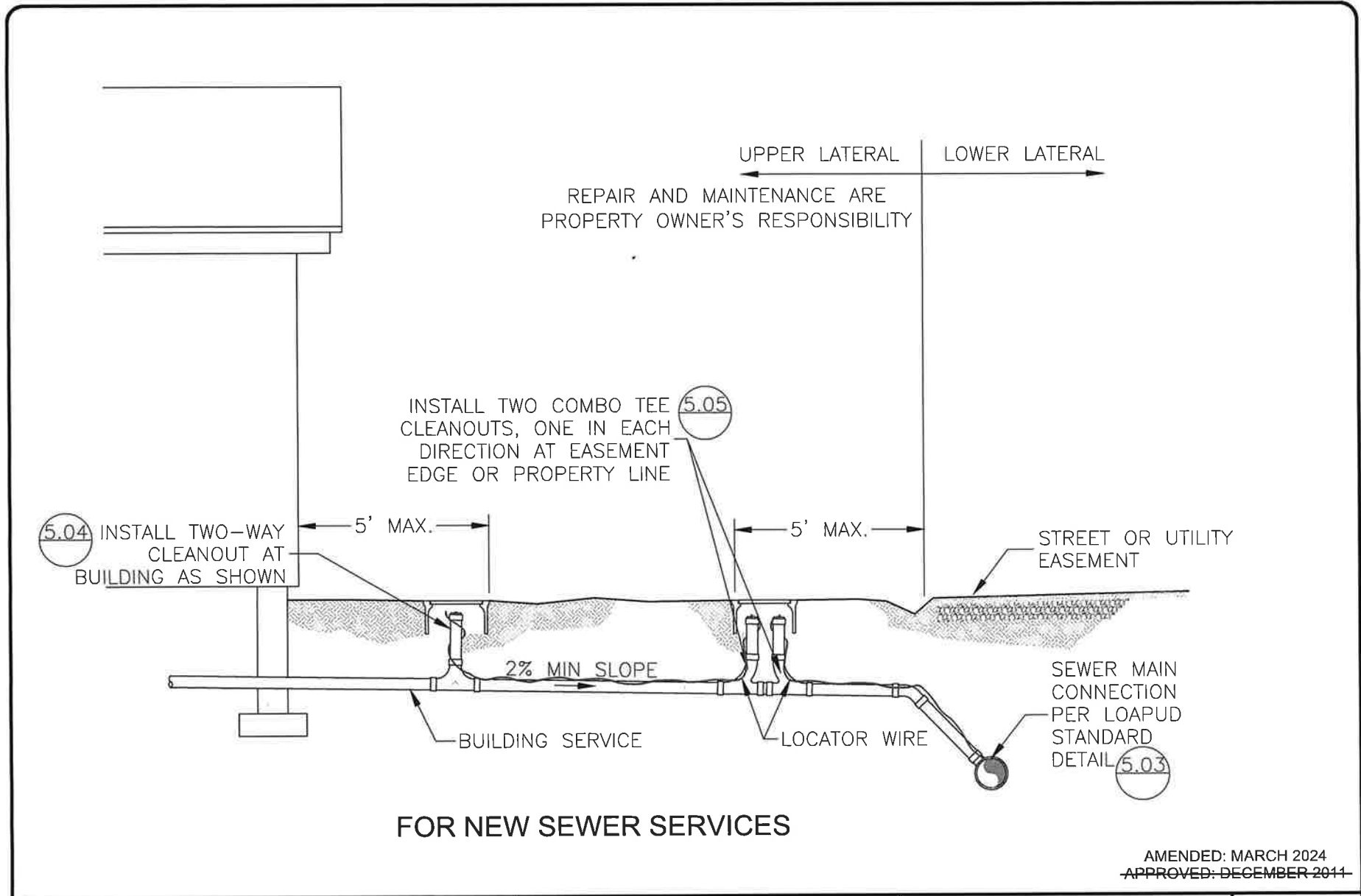
440 Lower Grass Valley Road, Suite A, Nevada City, CA 95959  
Telephone (530) 265-8021



1960 ELGIN STREET  
OROVILLE, CA 95966  
TEL. (530) 533-2000

SEWER MAINTENANCE AND  
REPAIR RESPONSIBILITIES  
FOR EXISTING SEWER SERVICES

FIGURE  
3.02  
FIGURE  
5.02



5-14

**Sauers Engineering, Inc.**

Civil and Environmental Engineers

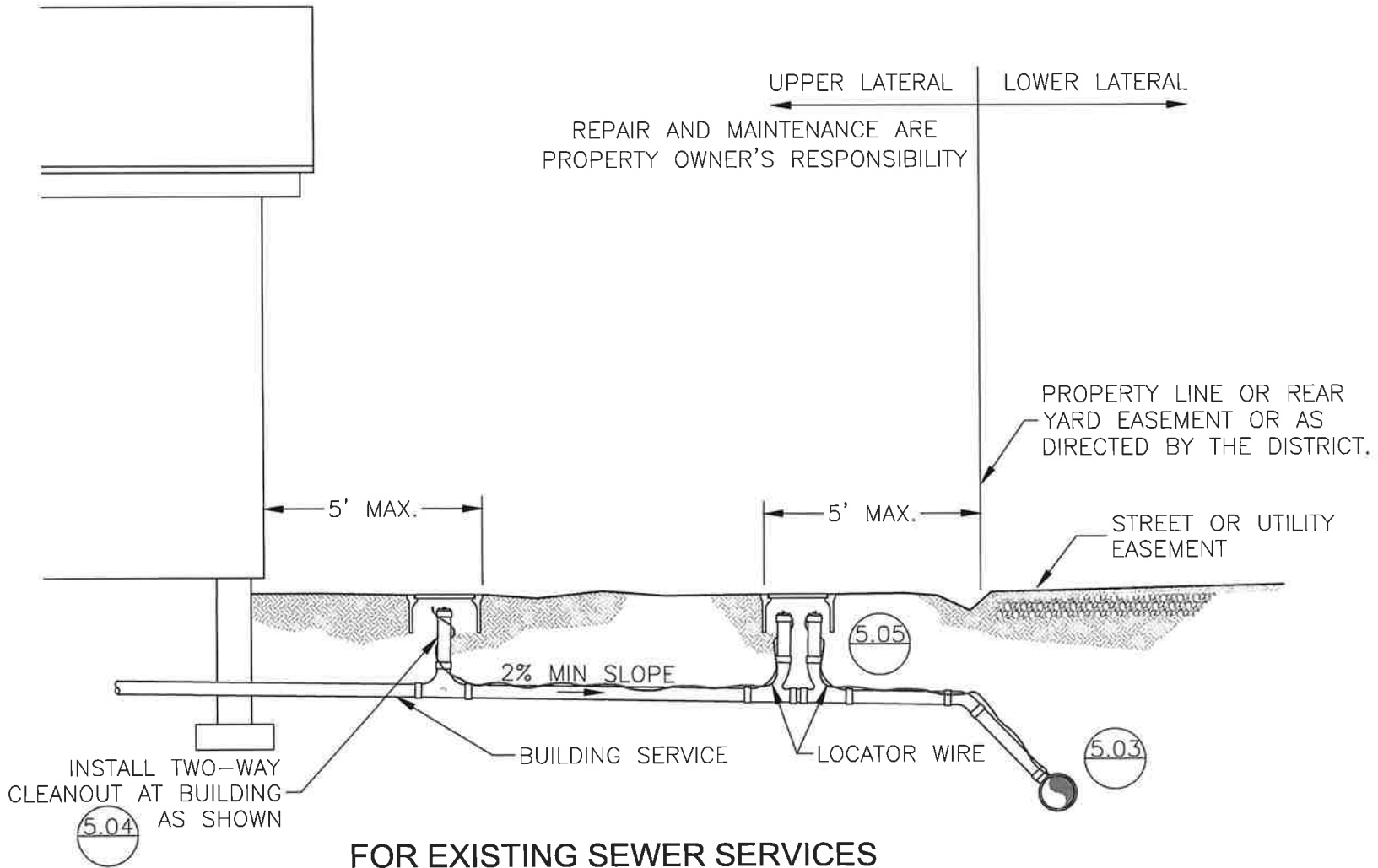
440 Lower Grass Valley Road, Suite A, Nevada City, CA 95959  
 Telephone (530) 265-8021



1960 ELGIN STREET  
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SEWER MAINTENANCE AND  
 REPAIR RESPONSIBILITIES  
 FOR NEW SEWER SERVICES

FIGURE  
 3.01  
 FIGURE  
 5.01



AMENDED: MARCH 2024  
 -APPROVED: DECEMBER 2014-

5-15

**Sauers Engineering, Inc.**

Civil and Environmental Engineers

440 Lower Grass Valley Road, Suite A, Nevada City, CA 95959  
 Telephone (530) 265-8021



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SEWER MAINTENANCE AND  
 REPAIR RESPONSIBILITIES  
 FOR EXISTING SEWER SERVICES

FIGURE  
 3.02  
 FIGURE  
 5.02

## Section 6

# LATERAL INSPECTION, TESTING AND MAINTENANCE PROCEDURES

## 6.02 TESTING AND MAINTENANCE PROCEDURES

### 6.02.1 General NEW LATERAL TESTING PROGRAM

The purpose of the *Lateral Testing Program* is to insure that sewer service laterals are tested, maintained, and replaced if necessary to reduce inflow and infiltration (I & I) into the District's collection system and help maintain compliance of the Waste Discharge Permit (WDR) issued to the District by the State Water Quality Control Board and the WDR issued to SC-OR, the Regional Wastewater Treatment Plant.

Three categories of laterals are defined in these Rules:

- Untested
- Tested
- New

~~Presently the m~~ Maintenance of both the lower lateral and the upper lateral are the responsibility of the property owner. ~~Upon adoption of these Rules, the District will assume the maintenance of all newly constructed lower laterals (New). As existing laterals (Untested) are tested and passed, the District will issue a Certificate of Passing Inspection (Tested) and assume maintenance of the lower lateral.~~

This section addresses the testing and maintenance, and repair and replacement if necessary, of lateral sewers and appurtenances. The testing and maintenance of sewer mains shall be in accordance with Lake Oroville Area Public Utility District "Improvement Standards."

The following requirements apply to both gravity flow and pressurized sewer services:

#### 6.02.1.1 Sewer Laterals Must be Capable of Passing Test

All persons who own a home, building or property that is connected to a District sanitary sewer must install, maintain, and repair and replace if necessary, a lateral sewer in a condition that is capable of passing tests in accordance with this Section.

If a lateral sewer does not meet the standards set forth in §5, the Owner shall complete corrective work and testing shall be performed within 30 days from the date of the original test or from the date of a written notice to the Owner, whichever occurs first.

#### 6.02.1.2 Responsibility for Maintenance and Repair/Replacement of Laterals

Sewer laterals in the District will now return to be fully maintained by the property owner. ~~fall into three categories regarding responsibility for their periodic testing, repair, and replacement.~~

##### 6.02.1.2.1 ~~Untested Laterals~~

~~Laterals that existed in or were connected to the District collection system prior to adoption of these Rules. These laterals are considered to be untested, regardless of~~



~~their age. The property owner is responsible for 100% of the upper and lower lateral maintenance, testing, repair, and replacement.~~

#### **6.02.1.2.2 — Tested Laterals**

~~Laterals that existed in the District collection system prior to adoption of these Rules but that have been repaired as necessary and that have been tested per these Rules at the time of such repair. Upon completion of necessary upgrades and improvements and receipt of a passing test, the District accepts responsibility for maintenance of the lower lateral. The property owner remains responsible for maintenance of the upper lateral at all times.~~

#### **6.02.1.2.3 — New Laterals**

~~Laterals that are constructed and connected to the District collection system after adoption of these Rules. Upon completion of a passing test and acceptance of the constructed facilities, the District accepts responsibility for maintenance of the lower lateral. The property owner remains responsible for maintenance of the upper lateral at all times.~~





## Manager's Report

**To:** Board of Directors  
**From:** David Goyer, General Manager  
**Date:** March 12, 2024  
**RE:** Item No. 9 – SC-OR Report

Please see attached February 2024 minutes and flow reports for SC-OR (if available).

Attachments included.

*Discussion only.*

# **MINUTES OF THE SPECIAL MEETING OF THE SEWERAGE COMMISSION - OROVILLE REGION**

(Held at the Commission office on February 28, 2024 at 5:00 p.m.)

## **1. Call to Order ❖**

Chairman Taggart called the meeting to order at 5:00 p.m.

## **2. Roll Call ❖**

Commissioners present were Commissioners Mastelotto and Salvucci from the Lake Oroville Area Public Utility District, Pittman and Thomson from the City of Oroville, and Taggart and Koch from the Thermalito Water and Sewer District. Staff present was Manager Glen Sturdevant and Plant Supervisor Mikah Salsi. Attorney Ryan Jones attended via Zoom.

## **3. Salute to the Flag ❖**

Commissioner Mastelotto led the commissioners and staff in the salute to the flag.

## **4. Acknowledgment of Visitors ❖**

None

## **5. Board Meeting Minutes of the Regular Meeting held on January 23, 2024 ❖**

Upon motion by Commissioner Koch to approve the minutes of the meeting, and second by Commissioner Salvucci, the minutes of the January 23, 2024 regular meeting were unanimously approved.

## **6. Authorization of Warrants ❖**

Commissioner Thomson met with Manager Sturdevant earlier and reviewed the warrants, and having found everything to be in order made a motion for their approval. The motion was seconded by Commissioner Koch. Manager Sturdevant informed the commissioners that the PG&E true-up invoice was quite a bit higher than in the past, and will continue to go higher. Warrants 28624-28688 in the total amount of \$2,484,714.54 from January 24 to February 28, 2024, including Commissioner fees and electronic fund transfers, were unanimously approved and ordered paid.

## **7. Fiscal Reports ❖**

Manager Sturdevant stated the fiscal reports for January 2024 were in the packets for review. There were no questions expressed and nothing further to report.

## **8. Adoption of the Sewer Rate Study Completed by Bartel Wells Associates ❖**

*This item was addressed following item #9 – Closed Session.* Manager Sturdevant asked that the board approve and adopt the rate study that was completed by Bartel Wells Associates to set the rates for the next 5 years once the Proposition 218 hearings have been held by the member entities.

A motion was made by Commissioner Koch to approve and adopt the Sewer Rate Study completed by Bartel Wells Associates. The motion was seconded by Commissioner Salvucci, and passed by the following vote: Pittman – Yes, Taggart – Yes, Mastelotto – Yes.

## **9. Closed Session ❖**

The Commissioners adjourned to closed session at 5:07 pm. The closed session reconvened to open session at 5:13 pm. Ryan Jones from Jones Mayer reported that the board unanimously voted to deny a claim against SC-OR relating to the K&M lawsuit. The motion to deny the claim was made by Commissioner Pittman and seconded by Commissioner Taggart, and the vote was passed by a unanimous vote.

## **10. Attorney's Report ❖**

Attorney Jones had nothing more to report than what was discussed in closed session.

## **11. Manager's Report ❖**

Manager Sturdevant reported that we had a violation of our total coliform; our limit is 23 and we had a 49. He reported this violation to our state water regulator, and fortunately there will be no fine due to the fact that we rarely violate, and this occurred during severe storm conditions. We do have a plan to prevent this during future storms. Commissioner Koch said that in the past the regulator would allow an entity to pull additional samples and use the median reading. That is not an option anymore. He said it is better to report the violation and move on to the mitigation plan to prevent it from happening again.

Everything has been installed and tested for the new influent pump station, and it is fully operational. We are waiting on Tesco to come and sign off on it; they have given us a date of April 15<sup>th</sup> to do that. We are trying to put pressure on them to move that date up. Gateway has told us that we can run the new pump station in an emergency situation, but we really don't want to do that and risk voiding the warranties on the VFD's because Tesco hasn't signed off on them.

NorthStar Engineering has completed the surveying, property description and parcel map for the property of the new Ruddy Creek Pump Station. It has been submitted to the county, and we are awaiting their adoption of that.

We have been given a draft copy of the sub-recipient agreement, which is now in Attorney Jones' hands. He will write comments and return to the County so they can adjust the contract. We should have it for approval at the March board meeting, and once it is approved by the Commissioner it will then go to the County Supervisors for approval in April.

Commissioner Salvucci asked whether the flow meters were functioning. Manager Sturdevant said that the LOAPUD flow meter is working fine; there is no meter for the city and the meter for TWSD is not working. We have been looking into changing the flowmeters with Emerson Rosemount meters, but ABB sent a representative here to try to change our minds, and will attempt to make everything right. Staff will gather information for changing vs. staying with ABB and let the Commissioners make that decision.

## **12. Visitor Comments ❖**

None

## **13. Commissioner and Staff Comments ❖**

Commissioner Pittman said there are more apartments coming into the city. Commissioner Thomson said he and Manager Sturdevant discussed options to offset power costs. He said that Manager Sturdevant had mentioned the hydro plant, which SC-OR is still moving forward on, along with putting solar at the new RCPS, and any other ideas we can come up with.

## **14. Adjournment ❖**

There being no further business, the meeting was adjourned at 5:31 p.m. to the regular meeting scheduled for March 26, 2024 at 5:00 p.m.

Respectfully submitted,



GLEN E. STURDEVANT, CLERK



## Manager's Report

**To:** Board of Directors

**From:** David Goyer, General Manager

**Date:** March 12, 2024

**RE:** Item No. 10 – Board Members', Manager, and Staff Comments.

### 10.1 Field Operations Activity Report

The February 2024 Field Operations Activity Report is included for your review and discussion.

Information only, no action to be taken.

### 10.2 General Manger's Report

Updates on ongoing activities:

Progress reports

- 3515 Myers Street – Cleanup.
- A-Line Upgrades / Lincoln Family Apartments – Developers agreement.
- Sewer Main Extension at 4071 Hildale – Near future.
- River Ranch Update – Materials and Equipment being ordered.
- Palermo Wastewater Consolidation – Contractual information.

Information only, no action to be taken.

Attachments Included

# **FIELD OPERATIONS ACTIVITY REPORT**

## **FEBRUARY 2024**

### **Meetings and Compliance**

- California State Water Resource Control Board: The District reported “ZERO” Sanitary Sewer Overflows for the month of February 2024.
- Daily/Weekly/Monthly compliance and safety inspections at all District facilities including equipment and vehicles.
- Special District Risk Management Authority: Various on-line safety topics.

### **General Updates**

- Power Outages: Beginning on February 4<sup>th</sup>, the District experienced a 4-day power outage due to a weather event. Vista Del Cerro L/S was on emergency generator power for duration with 24hr monitoring by the Field Operations Crew to ensure normal pumping operations. The District office/shop was also affected with power being restored in 2 days of initial outage.
- Hanging Tree Lift Station: Low and high wet-well alarms caused the pumps to lose prime and unable to pump the effluent. There were level monitoring issues as well as Bank #2 pumps check valves plugged of debris. This was an after-hour emergency situation that was handled efficiently and effectively for 6 hours by our On-Call Utility Worker Jasen Watson, General Manager David Goyer and myself. Low and high floats and level monitoring issues addressed with intermittent glitches. TESCO Controls ran diagnostics on the control systems to ensure proper operation with no faults found. The L/S is currently operational with by-pass pumping in place should the situation reoccur.
- Bidwell Canyon L1 L/S: Level monitor issues diagnosed as faulty circuit board circuit by TESCO Controls. The circuit was rerouted to a viable non-used circuit and awaiting a quote for a replacement. L/S is currently operating as normal.
- Mooretown L/S: Front fence/gate and PG&E ground mounted transformer damaged causing a power outage due to a vehicle crash. Transformer replaced with power being restored 16 hours later. Temporary fence/gate installed awaiting quote for permanent replacement.
- I & I inspections continued with both the CCTV Van and visual inspections of manholes. 62 manholes inspected with 4 repairs completed.

### **New Permits and Connections, Estimates, Inquiries or Termination**

- 205 Fairhill Drive: New single family dwelling permit issued.
- 548 Silverleaf Drive: Lateral repair/replace permit issued.
- 4425 Lincoln Boulevard: Lateral replacement permit issued.

### **Lines Cleaned**

- 5350' LF Cleaned with the Eco 900 Combo-Vac Truck.

### **CCTV Work**

- 500' LF of main-line inspected.

### **Maintenance, Repairs and Misc**

- General grounds maintenance at District office and LOAPUD #2.
- Las Plumas L/S: Pump #2 cleared debris, longer than normal run time.
- Two Villa Verona effluent pumps replaced; failure due to age of pumps.
- Battery replaced in the 2010 Ford F-150 Service Truck.
- Maintenance Yard building metal roof removed for safety, damaged from storms.

### **Primary System Service Calls/O.T. Call Outs**

- Service Calls- 3: All lateral issues, contacted the property owners and advised to seek a plumbing contractor to fix the problems.
- O.T. Call Outs- 5: (1) Power outage Vista Del Cerro on emergency power for 4 days. (2) Hanging Tree L/S; Low and high wet well level alarms- Floats and effluent level monitor issues. (3) Bidwell Canyon L1 L/S, wet well level monitor issues. (4) Main line plugged on Lincoln Boulevard due to faulty lateral, main line cleaned with no issues and direction given for replacement of lateral. (5) Mooretown L/S, vehicle crashed into front fence/gate and PG&E ground mounted transformer, called in by Cal-Fire.

### **Villa Verona Service Calls/O.T. Call Outs**

- Service Calls- 11: All tanks serviced and/or pumped.
- O.T. Call Outs- 4: All Villa Verona Gravity Tanks serviced and/or pumped.

### **Fuel Consumption**

- Gasoline: 372.05gals (Last Mo. 301.5gals)
- Diesel: 472.5gals (Last Mo. 185.6gals)

gals = gallons  
LF = Linear Feet  
Ft = Feet  
L/S = Lift Station  
I&I = Inflow & Infiltration  
O.T. = Overtime

Prepared By:  
Vince Victorino  
Field Operations Supervisor



**Neighborhood / Property clean up.**

Recycling & Repurposing

**Board Policy 3055.2.8**

***Disposal as Junk: When the cost of locating a buyer exceeds the estimated sale price of surplus property, the item(s) may be destroyed or disposed of as junk.***

**Junk and Debris located at 3515 Myers St. at the time of purchase.**

Existing Shipping Containers.

Two of the three shipping containers stored on the property, both in poor condition and have debris inside of them.

Existing Ventilation system. To be repurposed.

Control Unit, Motor assembly, Ducting, and Hanger and track assembly.

Existing approximately 50 folding chairs, and 10 old windows, all are weathered and have been stored outside for a long time.

**Junk and Debris located at 3520 Spencer Ave. at the time of purchase.**

The two tall car ports are planned to be reused at lift stations to protect Existing equipment stored outside with out covers at this time.

The remaining debris like the outside storage shed, attached awnings and scrap to be recycled any proceeds would go back to the cleanup of this property.





◇ EMILY E. LaMOE ◇  
elamoe@minasianlaw.com

## MEMORANDUM

### **PRIVILEGED AND CONFIDENTIAL** **ATTORNEY-CLIENT COMMUNICATION AND ATTORNEY WORK PRODUCT**

TO: David Goyer  
General Manager  
Lake Oroville Area Public Utility District

FROM: Emily E. LaMoe

DATE: March 5, 2024

**SUBJECT: Grant Funding Requirements**

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Pursuant to your request, I have reviewed the “Exhibit C- General Terms & Conditions 2019-NOV” that you provided, a copy of which is attached hereto. Exhibit C sets forth additional terms and conditions for LOAPUD’s receipt of grant funds for the anticipated sewer project in Palermo. As of the time of this memorandum, we have not received or reviewed any related agreements. I understand Exhibit C was provided to LOAPUD early so that LOAPUD would have the opportunity to review the obligations. Below please find my comments and summary of key portions of Exhibit C. The entirety of Exhibit C should be reviewed carefully by LOAPUD staff. I also recommend a legal review of the agreement itself when it is provided.

#### Summary of Key Provisions of Exhibit C

1. Definitions: “Event of Default” is defined to include a number of potential occurrences including inaccurate statements made by LOAPUD, failure of LOAPUD to perform an obligation under the Agreement, etc. Please review carefully.
2. Access, Inspection and Public Records: The State Water Board (SWB) has access to the Project site through the life of the Project or the end of record retention period.
3. Accounting and Auditing Standards: LOAPUD must use GAAP compliant accounts. I recommend you provide LOAPUD’s auditor with a copy of Paragraph 3 of Exhibit C, and seek confirmation that LOAPUD’s accounting procedures will comply with this requirement.

6. Audit: Division of Financial Assistance (the Division) of the SWB can call for an audit at any time. If it does so, LOAPUD must hire a CPA to perform the audit within 30 days.
7. Bond: Payment and performance bonds are required for any construction project.
8. Competitive Bidding: Construction contracts must be competitively bid. The lowest responsible bidder must be preapproved by Division before award of the contract.
9. Compliance with Laws: LOAPUD and its contractors must comply with all applicable laws and provisions of an “adopted environmental mitigation plan” for the “useful life” of the Project. I suggest you review the adopted environmental mitigation plan to determine what laws and provisions are referenced in this paragraph.
10. Computer Software: LOAPUD must ensure that State funds are not used in performance of the Agreement for purchase, operation, or maintenance of computer software in violation of copyright laws.
11. Conflict of Interest: LOAPUD must certify that it is compliant with conflict of interest laws. LOAPUD may have to provide the Division with a copy of its conflict of interest code.
13. Debarred: LOAPUD cannot contract with or allow subcontractors with “excluded parties”.
14. Drug-Free Workplace: LOAPUD must comply with the Drug-Free Workplace Act (Government Code sections 8350-8357.) Does LOAPUD have a current drug-free workplace policy? LOAPUD must publish a statement notifying employees of its policy. Everyone that works on the Project must receive a drug-free workplace statement and agree to comply.
15. CEQA: All work required by CEQA must be pre-approved by the SWB. The SWB could require changes to the scope of work in accordance with this review.
18. Funding Contingency: The SWB’s disbursement of funds is contingent upon LOAPUD’s compliance with the terms of the Agreement. Any alleged failure to comply with the terms could result in the discontinuation of funding.
21. Indemnification: LOAPUD agrees to indemnify the SWB for any claims related to (1) the Project; (2) any transactions required by the Agreement; (3) any violations of environmental law; and (4) any untrue statements. LOAPUD must also provide the SWB with a defense. The SWB has no reciprocal obligation.
26. No Discrimination: LOAPUD must comply with Government Code section 11135. If Project funds are being used to acquire real property, LOAPUD must include a covenant of non-discrimination in the deed. LOAPUD must comply with ADA and FEHA. LOAPUD must give written notice to contractors and subcontractors of these obligations.

30. Funding: If LOAPUD receives other funding for the Project it must notify the Division.

31. Permits: LOAPUD must provide the Division with copies of permits before construction begins. All contractors or consultants are limited to firms that were specifically identified and agreed to during negotiation of the Agreement. Any substitutions need prior approval from the Division.

32. Prevailing Wage: LOAPUD must monitor agreements to ensure requirements for prevailing wage are being met.

34. Professionals: Only licensed professionals can perform services when a license is required.

35. Records and Inspection: LOAPUD must retain separate records that are subject to inspection.

40. Rights in Data: The State can republish whatever it likes.

43. Termination: If the Agreement is terminated, LOAPUD agrees to immediately repay funds. The SWB can terminate at any time if LOAPUD has (1) misrepresented something or (2) violated the Agreement.

51. Water Conservation: LOAPUD is required to acknowledge that it has “appropriate water conservation and efficiency programs in place” as a condition of the Agreement. This paragraph provides a web address with examples of conservation and efficiency programs. I recommend staff review and confirm that LOAPUD has such appropriate water conservation and efficiency programs in place prior to entering into the Agreement.

52. Water Diversion: LOAPUD must attest, if applicable, that it has and will continue to comply with Section 5100 regarding filing statements of water diversion and use.

53. Withholding of Disbursement and Reimbursement: The SWB can withhold funding for any number of reasons including “failure of the Recipient to maintain reasonable progress on the Project as determined by the Division, commencement of litigation or a judicial or administrative proceeding related to the Project that the SWB determines may impair timely satisfaction of Recipient’s obligations under the Agreement”. I recommend that LOAPUD staff inquire as to the status of the Palermo project and whether it is anticipated that the Project will be completed and, if so, in a timely manner.

EEL/de

Attachment



## Manager's Report

**To:** Board of Directors

**From:** David Goyer, General Manager

**Date:** March 12, 2024

**RE:** Item No. 11 – Future Agenda Items