



AGENDA

1960 Elgin Street
Oroville, CA 95966
530-533-2000
www.loapud.com

Board of Directors
Regular Meeting
June 13, 2023 – 2:00 PM

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.”

During this difficult time, 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: 870 1700 4036
Passcode: 239462

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 throughout this crisis 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 Regular Board Meeting Minutes of May 9, 2023
- 2.2 Financial Reports for Month Ending May 31, 2023
- 2.3 Claims Report for Month Ending May 31, 2023

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

4. **CONSIDERATION OF DRAFT 2023-2024 FISCAL YEAR BUDGET AND ADOPTION OF RESOLUTION NO. 06-2023 ADOPTING BUDGET FOR FISCAL YEAR 2023-2024**

The Board will review the draft 2023-2024 budget along with recommendations from the Personnel Committee and consider adopting Resolution No. 06-2023 setting sewer service charge and step system sewer service charge rates, KRE pumping charges, regular pumping charges, annexation fees, capacity charges, plan check fees and connections fees.

DISCUSSION WITH POSSIBLE ACTION

5. **APPROVAL OF REVISED BOARD POLICY NO. 2151 "EMPLOYEE COMPENSATION SCHEDULE"**

The Board will review and consider approving the revised Board Policy No. 2151 "Employee Compensation Schedule".

DISCUSSION WITH POSSIBLE ACTION

REPORTS AND CONSULTATIONS

6. **LAFCO & SC-OR COMMISSIONER'S REPORT**

7. **BOARD MEMBERS', MANAGER, AND STAFF COMMENTS**

- **FIELD OPERATIONS ACTIVITY REPORT**
- **MANAGER'S REPORT**

8. **FUTURE AGENDA ITEMS**

9. **ADJOURNMENT**



Manager's Report

To: Board of Directors
From: David Goyer, General Manager
Date: June 13, 2023

RE: Item #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: June 13, 2023
RE: Item #2 – Consent Agenda

Item No. 2.1 **Board Meeting Minutes** - Minutes from the May 9, 2023 Regular Board meeting are included for the Board's review and approval.

Item No. 2.2 **Financial Reports** – Cash Report and Income Statement through May 31, 2023 is attached for the Board's review and approval.

Item No. 2.3 **Payment of Claims** - The May 31, 2023 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 Regular Board meeting of May 9, 2023, and approve the Financial Reports and Payment of Claims from May 31, 2023 as presented.

Roll call vote.

**UNADOPTED
LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
BOARD OF DIRECTORS MEETING
MAY 9, 2023**

CALL TO ORDER

President Fairbanks called the meeting to order at 2:15 P.M. Directors present were Marciniak, Mastelotto, and Sharman. General Manager (GM) Goyer, Field Operations Supervisor (FOS) Victorino and Board Clerk (BC) Hamblin represented the District in person. Director Salvucci and Engineer Knibb were absent.

SALUTE TO THE FLAG

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

MOMENT OF SILENCE

President Fairbanks requested a moment of silence.

PUBLIC COMMENT

No public comment.

CONSENT AGENDA

The Board reviewed the minutes of the Regular Board Meeting of April 11, 2023, the Financial Reports and the Claims List for month ending April 30, 2023. After discussion, it was moved by Director Mastelotto and seconded by Director Marciniak 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, and Sharman.

REVIEW AND ADOPTION OF RESOLUTION NO. 04-2023 ADOPTING APPROPRIATIONS LIMIT FOR THE 2022/2023 FISCAL YEAR

The Board reviewed Resolution No. 04-2023 Adopting Appropriations Limit for the 2023/2024 Fiscal Year. After discussion, it was moved by Director Mastelotto and seconded by Director Marciniak to adopt Resolution No. 04-2023 – Adopting Appropriations Limit for the 2023/2024 Fiscal Year and setting the Fiscal Year 2023/2024 Appropriations Limit at \$1,042,042.56. The motion passed with the following roll call vote:

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

REVIEW AND ADOPTION OF RESOLUTION NO. 05-2023 AUTHORIZING SUBMITTING KELLY RIDGE ESTATES MAINTENANCE AND OPERATIONS CHARGES TO THE 2023/2024 BUTTE COUNTY TAX ROLL AND DELINQUENT SEWER ACCOUNTS TO THE 2023/2024 BUTTE COUNTY TAX ROLL.

The Board reviewed Resolution No. 05-2023 Authorizing Submitting Kelly Ridge Estates Maintenance and Operations Charges to the Butte County Tax Roll and Delinquent Sewer Accounts to the Butte County Tax Roll. After discussion, it was moved by Director Mastelotto and seconded by Director Marciniak to adopt Resolution No. 05-2023 Authorizing Submitting Kelly Ridge Estates Maintenance and Operations Charges to the 2023/2024 Butte County Tax Roll and Delinquent Sewer Accounts to the 2023/2024 Butte County Tax Roll. The motion passed with the following roll call vote:

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

REVIEW AND AUTHORIZE THE PROPOSED AGREEMENT FOR THE PROPERTY LOCATED AT 4699 LOWER WYANDOTTE.

The Board reviewed the April 2010 agreement for a temporary and permanent easement purchase from Wayne and Michelle Rowe at 4699 Lower Wyandotte. After discussion, the Board directed GM Goyer to move forward with the April 2010 proposed agreement with Wayne and Michelle Rowe for the purchase of a temporary and permanent easement in the amount of \$2,924.00 at the property located at 4699 Lower Wyandotte and abandonment of the existing easement.

LAFCo REPORT

No LAFCo Report.

SC-OR COMMISSIONERS' REPORT

Director Mastelotto discussed the SC-OR plant construction progress and the property ownership at Ruddy Creek.

BOARD MEMBERS', MANAGER, AND STAFF REPORTS

FOS Victorino presented the Field Operations Report

- Reported one (1) SSO at the Lincoln Apartment project. Contractor's heavy equipment damaged a marked manhole. LOAPUD's immediate response time kept the SSO to a low-level incident and all proper reporting was completed.
- Report on the ongoing I & I repairs in the District.
- Report on permits and lateral replacements.
- Report on the progress of the XIO installation at Bidwell Canyon L2 lift station.
- Updated the Board on the purchase of all pipe for the Mt Ida realignment project and the estimated start date.

GM Goyer presented the Manager's Report

- Discussed the State Water Resources Control Board reporting.
- Report on the status of River Ranch, REAP / LEAP Grant, and Lincoln Family Apartments.
- Discussed the results of the AD HOC Committee Meeting and walk through of the property located at 3515 Myers Street.
- Reported that he and FOS Victorino will be meeting with State Parks – Loafer Creek to plan and implement appropriate procedures.

ADJOURNMENT

There being no further business to come before the Board the meeting was adjourned at 3:15 P.M.

Respectfully submitted,

Kelly Hamblin,
Clerk of the Board

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Cash Report
For the Accounting Period: 5/23

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
53 Sewer						
10001 Five Star Bank - General Acct.	570,599.16	135,432.67	7.34	3,469.21	237,314.49	465,255.47
10021 Five Star USDA	18,810.28	0.00	0.00	0.00	0.00	18,810.28
10031 Five Star Money Market	2,109,813.53	0.00	0.00	0.00	0.00	2,109,813.53
10400 LAIF 10401 Series A Bond Debt	2,737,124.28	0.00	0.00	0.00	0.00	2,737,124.28
10401 LAIF ACCOUNT SERIES A BOND DEPT	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
Total Fund	5,543,895.25	135,432.67	7.34	3,469.21	237,314.49	5,438,551.56
55 RIVER RANCH OROVILLE LLC						
10001 Five Star Bank - General Acct.	15,965.15	0.00	0.00	0.00	154.00	15,811.15
57 LEAP GRANT						
10001 Five Star Bank - General Acct.	-63,692.04	0.00	0.00	0.00	0.00	-63,692.04
58 REAP GRANT						
10001 Five Star Bank - General Acct.	-49,249.16	0.00	0.00	0.00	0.00	-49,249.16
62 PALERMO WASTEWATER CONSOLIDATION						
10001 Five Star Bank - General Acct.	-16,035.00	0.00	0.00	0.00	0.00	-16,035.00
71 Payroll Clearing						
10001 Five Star Bank - General Acct.	571.80	0.00	59,233.15	54,269.07	0.00	5,535.88
73 Claims Clearing						
10001 Five Star Bank - General Acct.	14,508.04	0.00	186,434.82	15,751.48	0.00	185,191.38
Totals	5,445,964.04	135,432.67	245,675.31	73,489.76	237,468.49	5,516,113.77

*** 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.

Combined Funds

Account Object	Description	Current Year				%
		Current Month	Current YTD	Budget	Variance	
Revenue						
41100	Sewer Service Charge		1,251,065.33	1,668,489.00	-417,423.67	75
41150	Pumping Charge		95,580.79	127,462.00	-31,881.21	75
41200	Kelly Ridge Pumping Chg (Taxes)		41,698.80	45,000.00	-3,301.20	93
41300	Connection Fee	14,400.00	14,902.00		14,902.00	
41350	Other Services		6,887.30		6,887.30	
						77
	Total Revenue	14,400.00	1,410,134.22	1,840,951.00	-430,816.78	77
Expenses						
51000	Administration					
60100	Salaries & Wages	20,322.77	238,167.37	257,156.00	18,988.63	93
60200	Sick Time Buy Back		1,098.02	3,000.00	1,901.98	37
62100	Health Insurance	5,264.14	62,962.41	72,000.00	9,037.59	87
62150	HSA PAYABLE	624.99	4,791.59	5,000.00	208.41	96
62200	Dental Insurance	316.83	3,533.67	4,116.00	582.33	86
62250	Life Insurance	37.26	408.84	435.00	26.16	94
62300	Vision Insurance	740.70	1,054.70	3,000.00	1,945.30	35
62400	Deferred Comp 457	398.76	4,692.99	5,020.00	327.01	93
62450	CALPERS Contribution	11,164.85	124,807.19	141,468.00	16,660.81	88
62500	Workers Comp Ins.		692.73	2,930.00	2,237.27	24
62550	Payroll Taxes/Ins.	1,533.35	18,146.62	20,275.00	2,128.38	90
	Total Account	40,403.65	460,356.13	514,400.00	54,043.87	89
51100	Director					
60100	Salaries & Wages	2,000.00	22,000.00	24,000.00	2,000.00	92
62300	Vision Insurance		1,811.80	5,000.00	3,188.20	36
62550	Payroll Taxes/Ins.	185.00	2,035.00	1,836.00	-199.00	111
	Total Account	2,185.00	25,846.80	30,836.00	4,989.20	84
55100	LEAP GRANT					
64100	Engineering Services		21,227.50	41,587.00	20,359.50	51
64152	SURVEYING SERVICES		14,885.20	59,737.00	44,851.80	25
67450	Environmental			160,000.00	160,000.00	
	Total Account		36,112.70	261,324.00	225,211.30	14
55200	REAP GRANT					
64100	Engineering Services		16,030.00	30,957.00	14,927.00	52
64152	SURVEYING SERVICES		7,659.80	47,917.00	40,257.20	16
67450	Environmental			120,960.00	120,960.00	
	Total Account		23,689.80	199,834.00	176,144.20	12
57000	General Operating					
64100	Engineering Services	340.00	16,090.47	40,000.00	23,909.53	40
64150	Legal Services	269.50	24,680.39	24,000.00	-680.39	103

Combined Funds

		----- Current Year -----				
Account Object	Description	Current Month	Current YTD	Budget	Variance	%
64200	Accounting/Audit Services		20,000.00	26,600.00	6,600.00	75
64250	Insurance		37,094.94	49,955.00	12,860.06	74
64300	Software Licenses, Annual Fees and Tech Support	6,005.01	48,706.06	20,000.00	-28,706.06	244
65100	Office Utilities	1,144.33	14,737.55	15,600.00	862.45	94
65150	Shop/Yard Utilities	892.32	7,299.56	9,920.00	2,620.44	74
66100	Office Supplies & Expenses	520.90	4,190.66	7,500.00	3,309.34	56
66102	BILLING AND PAYMENT PROCESSING	3,319.81	28,385.36	29,000.00	614.64	98
66150	Office Equipment	255.46	6,091.89	20,000.00	13,908.11	30
66200	Building & Yard Repairs / Maintenance	1,114.77	4,624.11	13,000.00	8,375.89	36
66250	Small Tools & Consumables	177.39	540.11	22,700.00	22,159.89	2
66350	Outside services	20,955.82	35,669.15	9,155.00	-26,514.15	390
67100	Education & Training		5,289.48	12,000.00	6,710.52	44
67150	Membership/Subscriptions	136.60	8,171.70	9,000.00	828.30	91
67200	Permits & Licenses		5,854.03	14,150.00	8,295.97	41
67250	Travel, Meals & Entertainment	209.95	3,995.28	3,000.00	-995.28	133
67300	Elections		1,044.04	5,000.00	3,955.96	21
67350	Bank and collection fees		7,718.11	10,800.00	3,081.89	71
67400	Safety Training			500.00	500.00	
67450	Environmental			3,000.00	3,000.00	
67550	LAFCo Operating Fees		2,656.94	2,500.00	-156.94	106
69155	Propane			200.00	200.00	
	Total Account	35,341.86	282,839.83	347,580.00	64,740.17	81
58000	Field					
60100	Salaries & Wages	19,267.89	225,990.51	312,784.00	86,793.49	72
60200	Sick Time Buy Back			1,500.00	1,500.00	
61150	Standby Wages	513.41	5,825.28	6,500.00	674.72	90
61200	Reoccurring Overtime Wages	1,291.26	17,559.01	20,000.00	2,440.99	88
61250	Call-Out OT - Not VV	225.85	3,360.51	3,000.00	-360.51	112
61351	Villa Verona Overtime	72.49	1,085.85	2,500.00	1,414.15	43
62100	Health Insurance	1,560.12	18,601.11	44,500.00	25,898.89	42
62150	HSA PAYABLE	416.66	4,583.26	5,000.00	416.74	92
62200	Dental Insurance	114.75	1,306.35	3,500.00	2,193.65	37
62250	Life Insurance	33.44	363.00	700.00	337.00	52
62300	Vision Insurance		159.99	5,000.00	4,840.01	3
62400	Deferred Comp 457	419.71	4,984.04	6,890.00	1,905.96	72
62450	CALPERS Contribution	6,306.66	70,709.30	79,750.00	9,040.70	89
62500	Workers Comp Ins.		7,550.71	23,705.00	16,154.29	32
62550	Payroll Taxes/Ins.	1,603.44	19,490.19	31,500.00	12,009.81	62
63500	Boots and Uniforms		287.42	4,500.00	4,212.58	6
63502	Boots& Uniforms-Broderson		300.00	550.00	250.00	55
63506	Boots & Uniforms - VICTORINO		537.86	550.00	12.14	98
63507	Boots & Uniforms - PETERSON	280.14	509.31	550.00	40.69	93
63508	Boots & Uniforms - DAVIS	277.12	510.88	550.00	39.12	93
64100	Engineering Services	-11,797.50	1,980.00		-1,980.00	
64300	Software Licenses, Annual Fees and Tech Support		4,537.50	20,000.00	15,462.50	23
65175	PUMP STATION UTILITIES	5,228.50	58,093.74	64,805.00	6,711.26	90
66200	Building & Yard Repairs / Maintenance	-75.20	-75.20		75.20	
66250	Small Tools & Consumables	260.60	2,975.07	23,000.00	20,024.93	13
66300	Safety Supplies	109.75	1,608.23	10,000.00	8,391.77	16

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Income Statement
For the Accounting Period: 5 / 23

Combined Funds

Account Object	Description	Current Year				%
		Current Month	Current YTD	Budget	Variance	
66350	Outside services		3,030.91	10,000.00	6,969.09	30
67100	Education & Training		113.73		-113.73	
67150	Membership/Subscriptions		6,310.28	5,000.00	-1,310.28	126
67400	Safety Training		3,761.59	12,000.00	8,238.41	31
68100	Routine Operations & Maintenance - Sewer System	647.66	9,648.45	9,000.00	-648.45	107
68125	REPAIRS AND MAINTENANCE ON PUMP STATIONS	674.40	82,157.33	76,000.00	-6,157.33	108
68150	I & I Operations & Maintenance		1,043.70	5,000.00	3,956.30	21
68650	VV Operations & Maintenance	-43.28	21,361.38	25,000.00	3,638.62	85
68900	PSPS Operations & Maintenance			5,000.00	5,000.00	
69100	Diesel Fuel		7,323.67	17,500.00	10,176.33	42
69150	Gasoline		15,608.85	16,500.00	891.15	95
69155	Propane		38.59		-38.59	
69250	Heavy Equipment Repairs & Maintenance		6,342.70	12,000.00	5,657.30	53
69300	Auto Repairs & Maintenance	65.32	7,785.40	12,000.00	4,214.60	65
	Total Account	27,453.19	617,360.50	876,334.00	258,973.50	70
59000	RIVER RANCH OROVILLE LLC					
64150	Legal Services	154.00	154.00		-154.00	
	Total Account	154.00	154.00		-154.00	
	Total Expenses	105,537.70	1,446,359.76	2,230,308.00	783,948.24	65
	Net Income from Operations	-91,137.70			-36,225.54	
	Other Revenue					
47100	Capacity Charge	343,944.00	351,157.27		351,157.27	
47150	Sewer Service Late Fees	22,548.71	60,174.32		60,174.32	
47200	Interest		59,185.08	10,000.00	49,185.08	592
47250	RD Surcharge		271,837.30	362,620.00	-90,782.70	75
47350	Current Sec Taxes		381,726.63	342,403.00	39,323.63	111
47400	Current Unsec Tax		18,255.83	17,000.00	1,255.83	107
47450	Prior Unsec Tax		517.22	1,000.00	-482.78	52
47475	SUPPLEMENTAL APPORTIONMENT		6,016.18	3,000.00	3,016.18	201
47500	Other Taxes		1,703.30	3,000.00	-1,296.70	57
47871	SC-OR Regional Facility Charge	471,298.00	474,683.38		474,683.38	
47872	SC-OR Pre Annexation Capacity Study		5,000.00		5,000.00	
48000	GRANT REVENUE		31,707.00		31,707.00	
49000	Other Income	45.00	4,770.00		4,770.00	
	Total Other Revenue	837,835.71	1,666,733.51	739,023.00	927,710.51	226

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Income Statement
For the Accounting Period: 5 / 23

Combined Funds

Account Object	Description	----- Current Year -----				%
		Current Month	Current YTD	Budget	Variance	
Other Expenses						
81000	Capital Outlay					
81110	Equipment Purchase		573,719.91	630,220.00	56,500.09	91
81200	District Projects-CIP	13,777.50	89,149.09	619,280.00	530,130.91	14
	Total Account	13,777.50	662,869.00	1,249,500.00	586,631.00	53
85000	Debt Service					
85200	Loan Principal			65,000.00	65,000.00	
85250	Loan Interest Expense		98,833.75	98,834.00	0.25	100
	Total Account		98,833.75	163,834.00	65,000.25	60
87000	Other Expense					
74400	Depreciation			556,000.00	556,000.00	
	Total Account			556,000.00	556,000.00	
	Total Other Expenses	13,777.50	761,702.75	1,969,334.00	1,207,631.25	39
	Net Income		732,920.51			
				868,805.22		

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Combined Check Register
For the Accounting Period: 5/23

Claims

Check #	Check Type	Vendor/Employee/Payee Number/Name	Check Amount	Period Issued	Date	Notes
-99792	Clm E	30 CA PUBLIC EMPLOYERS' RETIREMENT S	13303.25	5/23	05/05/23	
-99791	Clm E	30 CA PUBLIC EMPLOYERS' RETIREMENT S	95.58	5/23	05/05/23	
-99790	Clm V	Check not processed in this period	0	/ 0 / /		
-99789	Clm V	Check not processed in this period	0	/ 0 / /		
-99788	Clm E	172 STRATTI	1311.00	5/23	05/12/23	
-99787	Clm E	59 HSA BANK	1041.65	5/23	05/31/23	
-89194*	Pay P	2 ROBERT L BRODERSON	1730.85	5/23	05/05/23	
-89193	Pay P	22 COOPER DAVIS	1545.93	5/23	05/05/23	
-89192	Pay P	21 DAVID GOYER	2550.85	5/23	05/05/23	
-89191	Pay P	4 KELLY J HAMBLIN	1921.50	5/23	05/05/23	
-89190	Pay P	15 SHAWN PETERSON	2039.14	5/23	05/05/23	
-89189	Pay P	11 ANNELYN A RACKLEY	562.69	5/23	05/05/23	
-89188	Pay P	19 VINCENT M VICTORINO	1953.39	5/23	05/05/23	
-89187	Pay P	CALPERS 457 CAL 457	1067.46	5/23	05/05/23	
-89186	Pay P	PERS CLASS CAL PERS CLASSIC	2102.61	5/23	05/05/23	
-89185	Pay P	PEPRA CAL PERS PEPRA	1305.58	5/23	05/05/23	
-89184	Pay P	CA TRAIN (ETT) EDD	792.22	5/23	05/05/23	
-89183	Pay P	FIT EFTPS	4801.26	5/23	05/05/23	
-89182	Pay P	HEALTH INS LAKE OROVILLE AREA PUD	3467.67	5/23	05/05/23	
-89181	Pay P	AD&D LOPUD	616.84	5/23	05/05/23	
-89180	Pay P	2 ROBERT L BRODERSON	1974.17	5/23	05/19/23	
-89179	Pay P	22 COOPER DAVIS	1499.59	5/23	05/19/23	
-89178	Pay P	21 DAVID GOYER	2550.85	5/23	05/19/23	
-89177	Pay P	4 KELLY J HAMBLIN	1942.99	5/23	05/19/23	
-89176	Pay P	16 ROBERT MARCINIAK	365.80	5/23	05/19/23	
-89175	Pay P	9 ANGELA D MASTELOTTO	365.80	5/23	05/19/23	
-89174	Pay P	15 SHAWN PETERSON	1965.76	5/23	05/19/23	
-89173	Pay P	11 ANNELYN A RACKLEY	504.51	5/23	05/19/23	
-89172	Pay P	19 VINCENT M VICTORINO	1953.39	5/23	05/19/23	
-89171	Pay P	CALPERS 457 CAL 457	1068.97	5/23	05/19/23	
-89170	Pay P	PERS CLASS CAL PERS CLASSIC	2102.61	5/23	05/19/23	
-89169	Pay P	PEPRA CAL PERS PEPRA	1310.37	5/23	05/19/23	
-89168	Pay P	CA TRAIN (ETT) EDD	872.54	5/23	05/19/23	
-89167	Pay P	FIT EFTPS	5211.42	5/23	05/19/23	
-89166	Pay P	HEALTH INS LAKE OROVILLE AREA PUD	3467.67	5/23	05/19/23	
-89165	Pay P	AD&D LOPUD	654.64	5/23	05/19/23	
23352*	Clm SC	12 AT & T	175.33	5/23	05/05/23	
23353	Clm SC	18 BUTTE CO AIR QUALITY	244.08	5/23	05/05/23	
23354	Clm SC	38 COMCAST	532.34	5/23	05/05/23	
23355	Clm SC	46 DATATREE	99.00	5/23	05/05/23	
23356	Clm SC	63 JAMES J. COX INSURANCE	55357.12	5/23	05/05/23	
23357	Clm SC	70 LAKEVIEW PETROLEUM CO	3236.86	5/23	05/05/23	
23358	Clm SC	86 O'REILLY AUTOMOTIVE, INC	58.42	5/23	05/05/23	
23359	Clm SC	92 PACE SUPPLY CORP	75371.59	5/23	05/05/23	
23360	Clm SC	102 QUADIENT LEASING USA, INC	346.37	5/23	05/05/23	
23361	Clm SC	115 SOUTH FEATHER WATER	33.11	5/23	05/05/23	
23362	Clm SC	139 VERIZON WIRELESS	401.22	5/23	05/05/23	
23363	Clm SC	143 WEIMER AND SONS	173.39	5/23	05/05/23	

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)

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Combined Check Register
For the Accounting Period: 5/23

Claims

Check #	Check Type	Vendor/Employee/Payee Number/Name	Check Amount	Date Period Issued	Notes			
23364	Clm SC	999998 ANGELA D MASTELOTTO	740.70	5/23 05/12/23				
23365	Clm SC	184 B & L GRIFFIN CO INC	960.77	5/23 05/12/23				
23366	Clm SC	14 BETTER DEAL EXCHANGE	70.73	5/23 05/12/23				
23367	Clm SC	85 NORTHERN CA GLOVES	109.75	5/23 05/12/23				
23368	Clm SC	86 O'REILLY AUTOMOTIVE, INC	34.63	5/23 05/12/23				
23369	Clm SC	92 PACE SUPPLY CORP	708.56	5/23 05/12/23				
23370	Clm SC	93 PACIFIC GAS & ELECTRIC	6196.09	5/23 05/12/23				
23371	Clm SC	106 RECOLOGY BUTTE COLUSA COUNTIES	105.04	5/23 05/12/23				
23372	Clm SC	113 SHARP'S LOCKSMITHING	24.90	5/23 05/12/23				
23373	Clm SC	124 TESCO CONTROLS	435.00	5/23 05/12/23				
23374	Clm SC	126 THOMAS & ASSOCIATES	107.32	5/23 05/12/23				
23375	Clm SC	133 UMPQUA BANK	1653.56	5/23 05/12/23				
23376	Clm SC	166 VALLI INFORMATION SYSTEMS, INC	140.60	5/23 05/12/23				
23377	Clm SC	14 BETTER DEAL EXCHANGE	57.31	5/23 05/19/23				
23378	Clm SC	60 HUMANA	581.93	5/23 05/19/23				
23379	Clm SC	86 O'REILLY AUTOMOTIVE, INC	40.21	5/23 05/19/23				
23380	Clm SC	88 OROVILLE CABLE & EQUIPMENT	198.75	5/23 05/19/23				
23381	Clm SC	109 SAUERS ENGINEERING INC	2320.00	5/23 05/19/23				
23382	Clm SC	115 SOUTH FEATHER WATER	72.24	5/23 05/19/23				
23383	Clm SC	162 SYNAPSE TECHNOLOGIES, INC	4150.00	5/23 05/19/23				
23384	Clm SC	145 XEROX CORPORATION	255.46	5/23 05/19/23				
23385	Clm SC	17 BLUE SHIELD OF CA	6694.24	5/23 05/26/23				
23386	Clm SC	32 CA WATER SERVICE	26.74	5/23 05/26/23				
23387	Clm SC	46 DATATREE	198.00	5/23 05/26/23				
23388	Clm SC	78 MINASIAN LAW	423.50	5/23 05/26/23				
23389	Clm SC	79 MIRY'S CLEANING SERVICES	295.00	5/23 05/26/23				
23390	Clm SC	110 SC-OR	6638.00	5/23 05/26/23				
23391	Clm SC	115 SOUTH FEATHER WATER	24.42	5/23 05/26/23				
23392	Clm SC	12 AT & T	183.94	5/23 06/02/23				
23393	Clm SC	14 BETTER DEAL EXCHANGE	10.38	5/23 06/02/23				
23394	Clm SC	32 CA WATER SERVICE	210.20	5/23 06/02/23				
23395	Clm SC	38 COMCAST	532.34	5/23 06/02/23				
23396	Clm SC	108 NAPA AUTO PARTS	19.45	5/23 06/02/23				
23397	Clm SC	115 SOUTH FEATHER WATER	33.53	5/23 06/02/23				
23398	Clm SC	139 VERIZON WIRELESS	401.22	5/23 06/02/23				
88219*	Pay P	5 DARIN K KAHALEKULU	1849.34	5/23 05/05/23				
88220	Pay P	FRANCHISE TAX B FRANCHISE TAX BOARD	50.00	5/23 05/05/23				
88221	Pay P	6 DEE G FAIRBANKS	365.80	5/23 05/19/23				
88222	Pay P	5 DARIN K KAHALEKULU	1849.34	5/23 05/19/23				
88223	Pay P	17 RICHARD SALVUCCI	365.80	5/23 05/19/23				
88224	Pay P	13 WILLIAM P SHARMAN	365.80	5/23 05/19/23				
88225	Pay P	AFLAC 125 AFLAC	68.00	5/23 05/19/23				
88226	Pay P	FRANCHISE TAX B FRANCHISE TAX BOARD	50.00	5/23 05/19/23				
Grand Total # of Checks:		91	Total:	245667.97	Total Claims	186434.82	Total Payroll	59233.15

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: June 13, 2023

RE: Item #3 – Items Removed From Consent Agenda



Manager's Report

To: Board of Directors

From: David Goyer, General Manager

Date: June 13, 2023

RE: Item No. 4 – Adoption of Resolution No. 06-2023 “Adopting Budget for Fiscal Year 2023-2024”

The 2023-2024 Fiscal Budget and Report is included for your review and is ready for adoption. GM Goyer will review this material with the entire Board of Directors and provide clarification on any items of note or concern. If any amendments, additional time for review, or clarification is requested, the adoption of the budget can be delayed and presented for adoption at a future, to be scheduled, special meeting.

Attachment Included

Recommended Action: A motion to adopt Resolution No. 06-2023 “Adopting Budget for Fiscal Year 2023-2024”.

Roll call vote.

RESOLUTION NO. 06-2023
LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
ADOPTING BUDGET FOR FISCAL YEAR 2023-2024

WHEREAS, the Board of Directors of Lake Oroville Area Public Utility District, at its regularly scheduled meeting of June 13, 2023 reviewed and discussed the 2023-2024 Budget for the District, together with resource information as follows:

2023-2024 Fiscal Year Budget and Report
2023-2024 Capital Expenditures
2023-2024 District Revenue
2023-2024 Wages Worksheet
2023-2024 Total Wages and Benefits
2023-2024 Employee Compensation Schedules

WHEREAS, the Board of Directors of Lake Oroville Area Public Utility District, prior to final consideration of the 2023-2024 Budget, reviewed the Budget Highlights & Summary Report, using the proposed budget as a basis for the discussion.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Lake Oroville Area Public Utility District that the 2023-2024 District Budget be adopted as follows:

2023-2024 BUDGET
LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT

OPERATING REVENUE:

Sewer Service Charges	\$1,727,271
Pumping Charge	128,000
Kelly Ridge Pumping Charge	45,000
Total Operating Revenue:	<u>\$1,900,271</u>

OPERATING EXPENDITURES:

Salaries & Wages	\$ 848,490
Employee Benefits	406,246
Professional Services	203,300
Utilities	92,130
Services and Supplies	164,045
Training/Memberships/Fees	82,050
Operations and Maintenance	213,500
Operating Expenditures	<u>-\$ 2,009,761</u>

Non-Operating Revenues	\$ 743,295
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Non-Operating Expenditures	-\$ 96,010
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Net Income	<u>\$ 537,795</u>
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RESOLUTION NO. 06-2023 (cont.)

Capitalized Expenditures	-	\$940,000
Debt Service Principal Payment	-	\$68,000
	Budgeted Net Cash Flow	<u>-\$470,205</u>
Depreciation – Non-Cash	-	\$ 556,000
	Change In Net Assets	<u>-\$1,026,205</u>

BE IT FURTHER RESOLVED that the office staff, and field staff, will receive scheduled step increases, and/or an increase to wages per the appropriate policies as amended. The District will continue to offer its Employees 100% paid medical premium for the Employee and 90% paid medical premium for the Employee dependents. The District will also continue to offer to all employees, the opportunity for a matching contribution to a 457 Plan, up to 2% of the individuals' gross wages.

BE IT FURTHER RESOLVED that the following fee schedule be adopted for the 2023-2024 fiscal year:

Service Charge (Primary System)	\$23.31/EDU/mo.
RDA Debt Service (Primary System)	\$4.90/EDU/mo.
Pumping Charge (Primary System)	\$5.85/EDU/mo.
KRE Pumping Charge (Primary System)	\$3.37/EDU/mo.
STEP Service Charge	\$28.16/EDU/mo.
Connection Fee	\$200/EDU
Capacity Charge	\$4,777/EDU
Annexation Processing (Single Parcel less than 2 acres)	\$500
(Multiple Parcels 2 acres or greater)	\$1000
Line Extension Administrative Fee (mainline footage)	\$1.00/lf.
Plan Check Fee - Actual Costs to be Time & Materials Expended	
Inspection Fee based on Engineer's Estimate	
\$0 - \$ 10,000	4.25%
\$10,001 - \$ 50,000	3.60%
\$50,001 - \$100,000	3.20%
Over \$100,001	2.85%

BE IT FURTHER RESOLVED that the change in rates set forth above are required to meet the expenses of the District in operating and maintaining its sewer system.

RESOLUTION NO. 06-2023 (cont.)

PASSED AND ADOPTED at a Regular Meeting this 13th day of June 2023, at Oroville, California, after being moved by Director --- and seconded by Director --- and the following roll call vote:

AYES: Directors

NOES:

ABSENT:

ABSTAINED:

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT

By _____
Dee Fairbanks , President

ATTEST:

Kelly Hamblin, Clerk of the Board

06/09/23
11:14:02

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Expenditure Budget Report -- MultiYear Actuals by Object
For the Year: 2023 - 2024

Page: 1 of 1
Report ID: B2400

Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
	19-20	20-21	21-22	22-23	Budget 22-23	Exp. 22-23	Budget 23-24	Changes 23-24	Budget 23-24	Budget 23-24
60100 Salaries & Wages	509,548	466,738	489,131	505,797	593,940	85%	724,000	0	724,000	122
60200 Sick Time Buy Back	1,998	11,531		1,098	4,500	24%	3,500	0	3,500	78
61150 Standby Wages	6,300	6,175	5,897	6,056	6,500	93%	6,500	0	6,500	100
61200 Reoccurring Overtime Wages	17,172	12,047	4,882	18,285	20,000	91%	25,000	0	25,000	125
61250 Call-Out OT - Not VV	3,636	1,817	544	3,361	3,000	112%	5,000	0	5,000	167
61351 Villa Verona Overtime			361	1,086	2,500	43%	2,500	0	2,500	100
62500 Workers Comp Ins.		33,409	25,789	14,561	26,635	55%	26,435	0	26,435	99
62550 Payroll Taxes/Ins.	45,625	44,481	39,071	41,221	53,611	77%	55,555	0	55,555	104
Grand Total:	584,279	576,198	565,675	591,465	710,686		848,490	0	848,490	

06/09/23
11:15:38

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Expenditure Budget Report -- MultiYear Actuals by Object
For the Year: 2023 - 2024

Page: 1 of 1
Report ID: B2400

Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
	19-20	20-21	21-22	22-23	Budget 22-23	Exp. 22-23	Budget 23-24	Changes 23-24	Budget 23-24	Budget 23-24
62100 Health Insurance	121,263	128,888	80,904	85,224	116,500	73%	118,950	0	118,950	102
62150 HSA PAYABLE		9,166	9,792	9,375	10,000	94%	15,000	0	15,000	150
62200 Dental Insurance	8,400	7,545	5,144	5,071	7,616	67%	7,900	0	7,900	104
62250 Life Insurance	951	946	779	810	1,135	71%	1,208	0	1,208	106
62300 Vision Insurance	1,851	3,599	3,454	3,027	13,000	23%	13,000	0	13,000	100
62400 Deferred Comp 457	11,217	10,841	9,358	10,081	11,910	85%	14,010	0	14,010	118
62450 CALPERS Contribution	294,313	247,824	960,354	197,534	221,218	89%	228,378	0	228,378	103
63500 Boots and Uniforms	1,825	1,442	1,898	287	4,500	6%	5,050	0	5,050	112
63502 Boots& Uniforms-Broderson	548	540	513	300	550	55%	550	0	550	100
63506 Boots & Uniforms - VICTOR			493	538	550	98%	550	0	550	100
63507 Boots & Uniforms - PETERS			290	509	550	93%	550	0	550	100
63508 Boots & Uniforms - DAVIS			314	511	550	93%	550	0	550	100
63509 Boots & Uniforms - MOENCH					0	***%	550	0	550	*****
Grand Total:	440,368	410,791	1,073,293	313,267	388,079		406,246	0	406,246	

06/09/23
11:17:39

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Expenditure Budget Report -- MultiYear Actuals by Object
For the Year: 2023 - 2024

Page: 1 of 1
Report ID: B2400

Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
	19-20	20-21	21-22	22-23	Budget	Exp.	Budget	Changes	Budget	Budget
	23-24	23-24	23-24	23-24	22-23	22-23	23-24	23-24	23-24	23-24
64100 Engineering Services	31,758	26,233	42,406	17,560	40,000	44%	40,000	0	40,000	100
64150 Legal Services	13,312	26,148	712	24,680	24,000	103%	24,000	0	24,000	100
64200 Accounting/Audit Services	13,425	19,035	20,525	20,000	26,600	75%	26,600	0	26,600	100
64250 Insurance	39,345	42,970	45,280	50,251	49,955	101%	56,000	0	56,000	112
64300 Software Licenses, Annual	18,745	33,771	38,796	55,017	40,000	138%	56,700	0	56,700	142
Grand Total:	116,585	148,157	147,719	167,508	180,555		203,300	0	203,300	

06/09/23
11:18:44

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Expenditure Budget Report -- MultiYear Actuals by Object
For the Year: 2023 - 2024

Page: 1 of 1
Report ID: B2400

Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
	19-20	20-21	21-22	22-23	Budget 22-23	Exp. 22-23	Budget 23-24	Changes 23-24	Budget 23-24	Budget 23-24
65100 Office Utilities	12,511	14,100	12,012	14,843	15,600	95%	16,080	0	16,080	103
65150 Shop/Yard Utilities	7,128	6,818	6,294	7,300	9,920	74%	9,000	0	9,000	91
65175 PUMP STATION UTILITIES			55,662	58,094	64,805	90%	67,050	0	67,050	103
Grand Total:	19,639	20,918	73,968	80,237	90,325		92,130	0	92,130	

06/09/23
11:20:11

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Expenditure Budget Report -- MultiYear Actuals by Object
For the Year: 2023 - 2024

Page: 1 of 1
Report ID: B2400

Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
	19-20	20-21	21-22	22-23	Budget	Exp.	Budget	Changes	Budget	Budget
					22-23	22-23	23-24	23-24	23-24	23-24
66100 Office Supplies & Expense	19,686	15,242	12,938	4,191	7,500	56%	7,500	0	7,500	100
66102 BILLING AND PAYMENT PROCE			11,466	28,512	29,000	98%	34,550	0	34,550	119
66150 Office Equipment	19,963	7,339	6,646	6,092	20,000	30%	20,000	0	20,000	100
66250 Small Tools & Consumables	5,371	3,111	4,768	3,547	45,700	8%	23,500	0	23,500	51
66300 Safety Supplies	5,202	3,415	3,887	1,812	10,000	18%	10,000	0	10,000	100
66350 Outside services	4,988	14,249	14,366	38,035	44,155	86%	36,000	0	36,000	82
67250 Travel, Meals & Entertain	2,032	1,228	2,926	3,995	3,000	133%	4,595	0	4,595	153
69100 Diesel Fuel	18,162	9,567	8,047	7,324	17,500	42%	9,500	0	9,500	54
69150 Gasoline	4,349	8,404	11,200	15,609	16,500	95%	18,000	0	18,000	109
69155 Propane	379		177	39	200	20%	400	0	400	200
Grand Total:	80,132	62,555	76,421	109,156	193,555		164,045	0	164,045	

06/09/23
11:21:25

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Expenditure Budget Report -- MultiYear Actuals by Object
For the Year: 2023 - 2024

Page: 1 of 1
Report ID: B2400

Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
	19-20	20-21	21-22	22-23	Budget 22-23	Exp. 22-23	Budget 23-24	Changes 23-24	Budget 23-24	Budget 23-24
67100 Education & Training	4,074	2,302	925	5,403	12,000	45%	19,500	0	19,500	163
67150 Membership/Subscriptions	5,547	7,641	11,486	14,482	14,000	103%	16,500	0	16,500	118
67200 Permits & Licenses	1,000	1,175	9,656	5,854	14,150	41%	14,150	0	14,150	100
67300 Elections		606		1,044	5,000	21%	5,000	0	5,000	100
67350 Bank and collection fees	8,800	9,421	9,984	7,718	10,800	71%	10,800	0	10,800	100
67400 Safety Training		791	3,629	3,762	12,500	30%	13,200	0	13,200	106
67550 LAFCo Operating Fees	2,521	2,300	1,488	2,657	2,500	106%	2,900	0	2,900	116
Grand Total:	21,942	24,236	37,168	40,920	70,950		82,050	0	82,050	

06/09/23
11:23:03

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Expenditure Budget Report -- MultiYear Actuals by Object
For the Year: 2023 - 2024

Page: 1 of 1
Report ID: B2400

Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
	19-20	20-21	21-22	22-23	Budget 22-23	Exp. 22-23	Budget 23-24	Changes 23-24	Budget 23-24	Budget 23-24
66200 Building & Yard Repairs /	4,314	3,035	2,943	4,549	13,000	35%	10,000	0	10,000	77
68100 Routine Operations & Main	5,751	2,623	11,377	9,766	9,000	109%	15,000	0	15,000	167
68125 REPAIRS AND MAINTENANCE O			43,864	82,158	76,000	108%	133,500	0	133,500	176
68150 I & I Operations & Mainte	16,267	2,078	427	1,044	5,000	21%	10,000	0	10,000	200
68650 VV Operations & Maintenanc	4,326	2,237	6,952	21,361	25,000	85%	25,000	0	25,000	100
69250 Heavy Equipment Repairs &	3,517	2,994	8,511	6,343	12,000	53%	10,000	0	10,000	83
69300 Auto Repairs & Maintenanc	5,129	10,319	9,026	7,785	12,000	65%	10,000	0	10,000	83
Grand Total:	39,304	23,286	83,100	133,006	152,000		213,500	0	213,500	

Lake Oroville Area Public Utility District

1960 Elgin Street

Oroville, CA 95966

(530)533-2000 phone ♦ (530)533-1750 fax

2023-24 Fee Schedule

Effective July 1, 2023

Resolution 05-2019 adopted June 11, 2019

Resolution 06-2020 adopted June 09, 2020

Resolution 04-2021 adopted June 8, 2021

Resolution 09-2022 adopted June 14, 2022

SC-OR Resolution 03-20 adopted June 24, 2020

SC-OR Resolution 10-09 adopted October 6, 2009

MONTHLY CHARGES FOR EACH EQUIVALENT DWELLING UNIT (EDU)

Primary System

Service Charge	\$23.31
USDA RD Debt Service	\$4.90
Pumping Charge	\$5.85
KRE (Kelly Ridge Estates) Pumping Charge	\$3.37
SC-OR Service Charge (as determined by SC-OR Commission)	\$23.85

Step System

Service Charge	\$28.16
USDA RD Debt Service	\$4.90
SC-OR Service Charge (as determined by SC-OR Commission)	\$23.85

ONE TIME CHARGES AND FEES

Residential Connection Fee-per edu - Owner Installed ¹	\$200.00
Residential Capacity Charge-per edu	\$4,777.00
Residential SC-OR Regional Facility Charge (RFC)-per edu (as determined by SC-OR Commission)	\$6,638.00

Commercial Connection Fee-per edu - Owner Installed ¹ (as determined by CPC fixture count)	\$200.00
Commercial Capacity Charge-per edu (as determined by CPC fixture count)	\$4,777.00
Commercial SC-OR RFC-per edu (as determined by CPC fixture count) (as determined by SC-OR Commission)	\$6,638.00

Industrial Connection Fee- (To be determined on a case by case basis)

Industrial Capacity Charge- (To be determined on a case by case basis)

Industrial SC-OR RFC- (To be determined on a case by case basis)

Annexation Processing Fee

Single Parcel less than 2 acres – Categorically Exempt \$500.00

Multiple Parcels 2+ acres \$1,000.00

Plan Check Fee (full cost recovery) determined by project size

LAFCo Fees and Charges (See LAFCo Fee Schedule)

State Board of Equalization Fee (See SBE Fee Schedule)

Sewerage Commission-Oroville Region (SC-OR)

Developer Agreement - Required for all projects 20 or more EDU's fees to be determined by SC-OR.

Development Agreements - Construction of Sewer Systems

Administrative Fee-per lineal foot of mainline	\$1.00
Plan Check Fee-time and material cost estimated based on size of project.	
Inspection Fee based on Engineers Estimate	
\$0 - \$ 10,000	4.25%
\$10,001 - \$ 50,000	3.60%
\$50,001 - \$100,000	3.20%
Over \$100,001	2.85%

One Year Surety- 25% of Engineer's Estimate
in the form of Letter of Credit, Surety Bond or Cash.

MISCELLANEOUS FEES AND CHARGES

Owner as Contractor Cleaning and Testing Bond	\$500
Commercial Time of Sale Pressure Test	\$50
Commercial <u>Private Pressure System</u> Time of Sale Pressure Test	\$50
Commercial Failure of Pressure Test of Visual Inspection	
Additional Inspection Fees	\$50
FSE License Fees	\$50
FSE License Renewal Fees	\$50
Residential Additional Inspection Fees	\$50
Physical Discontinuance of Sewer Service	Full Cost Recovery
Reconnection of Sewer Service - Owner Installed ¹	\$200.00
(if disconnected after June 30, 2015)	
Returned Check Charge	\$15

¹Connections completed by the District will be charged at the actual costs incurred by the District as determined by the General Manager.



Manager's Report

To: Board of Directors
From: David Goyer, General Manager
Date: June 13, 2023

RE: Item No. 5 – Approval of Board Policy No. 2151 – “Employee Compensation Schedule”

Approval of this policy will ratify the Employee Compensation Schedule for the 2023-2024 budget year.

Attachment Included

Recommended Action: A motion to approve Board Policy No. 2151 “Employee Compensation Schedule” for the 2023-2024 budget year.

Roll call vote.

POLICY #	ADMINISTRATION	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F RANGE	
2365	ACCOUNTS PAYABLE CLERK REGULAR FULL TIME	\$26.91	\$28.26	\$29.68	\$31.18	\$32.74	\$34.38	\$34.38
2367	ACCOUNTS PAYABLE CLERK II REGULAR FULL TIME	\$26.91	\$28.26	\$29.68	\$31.18	\$32.74	\$34.38	\$34.38
2372	ACCOUNTS RECEIVABLE CLERK REGULAR FULL TIME	\$24.64	\$25.81	\$27.07	\$28.36	\$29.71	\$31.14	\$31.14
2370	ACCOUNTS RECEIVABLE CLERK II REGULAR FULL TIME	\$26.91	\$28.26	\$29.68	\$31.18	\$32.74	\$34.38	\$34.38
2377	ADMINISTRATIVE AIDE REGULAR FULL TIME	\$18.99	\$19.95	\$20.95	\$21.98	\$23.09	\$24.23	\$24.23
2377	ADMINISTRATIVE AIDE PART TIME OR TEMPORARY	\$15.97	\$16.25	\$16.54	\$16.82	\$17.11	\$17.39	\$17.39
2368	CLERK OF THE BOARD/BOOKKEEPER REGULAR FULL TIME	\$29.68	\$31.18	\$32.74	\$34.38	\$36.09	\$37.90	\$37.90
2379	CUSTOMER ACCOUNT SPECIALIST REGULAR FULL TIME	\$29.68	\$31.18	\$32.74	\$34.38	\$36.09	\$37.90	\$37.90
2374	OFFICE CLERK	\$26.43	\$27.75	\$29.15	\$30.60	\$32.12	\$33.73	\$37.01
	TEMPORARY ASSISTANT TO THE MANAGER	\$37.63	\$39.42	\$41.31	\$43.29	\$45.36	\$47.63	\$50.87

FIELD OPERATIONS

	UTILITY WORKER PART TIME	\$15.97	\$16.54	\$17.11	\$17.68	\$18.25	\$18.82	\$18.82
2320	FIELD OPERATIONS FOREMAN REGULAR FULL TIME	\$28.97	\$30.43	\$31.96	\$33.55	\$35.22	\$36.98	\$36.98
2310	FIELD OPERATIONS SUPERVISOR REGULAR FULL TIME	\$37.63	\$39.42	\$41.31	\$43.29	\$45.36	\$47.63	\$50.87
2327	FIELD OPERATIONS TECHNICIAN REGULAR FULLTIME	\$26.91	\$28.26	\$29.68	\$31.18	\$32.74	\$34.38	\$34.38
	OPERATOR PART TIME	\$24.64	\$25.81	\$27.07	\$28.36	\$29.71	\$31.14	\$31.14
2330	OPERATOR REGULAR FULL TIME	\$26.43	\$27.75	\$29.15	\$30.60	\$32.12	\$33.73	\$37.01
2340	UTILITY WORKER I REGULAR FULL TIME	\$22.44	\$23.54	\$24.72	\$25.94	\$27.24	\$28.60	\$28.60
2345	UTILITY WORKER II REGULAR FULL TIME	\$23.54	\$24.72	\$25.94	\$27.24	\$28.60	\$30.03	\$30.03

**Step F can include merit and cola increases which are calculated differently for each employee in Step F



Manager's Report

To: Board of Directors
From: David Goyer, General Manager
Date: June 13, 2023
RE: Item #6 – LAFCo and SC-OR Reports

6.1 LAFCo

6.2 SC-OR

Please see attached May Minutes and May flow reports for SC-OR (if available).

MINUTES OF THE REGULAR MEETING OF THE SEWERAGE COMMISSION - OROVILLE REGION

(Held at the Commission office on May 23, 2023 at 5:00 p.m.)

1. Call to Order ❖

Chairwoman Mastelotto called the meeting to order at 5:00 p.m.

2. Roll Call ❖

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

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 April 26, 2023❖

Upon motion by Commissioner Wristen to approve the minutes of the meeting, and seconded by Chairwoman Mastelotto, the minutes of the April 26, 2023 regular meeting were unanimously approved.

6. Employee Safety Meeting Minutes Held on May 16, 2023❖

Upon motion by Commissioner Wristen to approve the minutes of the meeting, and seconded by Chairwoman Mastelotto, the minutes of the May 16, 2023 employee safety meeting were unanimously approved.

7. Authorization of Warrants ❖

Commissioner Taggart met with Manager Sturdevant and reviewed the warrants earlier. Commissioner Wristen made a motion to approve the payment of warrants 28119-28152 in the total amount of \$1,259,134.30 from April 27, 2023 to May 23, 2023, including Commissioner fees and electronic fund transfers. Chairwoman Mastelotto seconded the motion, and warrants were ordered paid.

8. Fiscal Reports ❖

Manager Sturdevant stated the fiscal reports for April 2023 were in the packets for review. Chairwoman Mastelotto had called and asked why the Monitoring and Compliance line item was in the red by 66%. He explained that the State increased the amount of testing required, and Neal Road Landfill requiring testing prior to hauling our sludge there.

9. Closed Session ❖

The Commissioners adjourned to closed session at 5:06 pm and reconvened to open session at 5:14 pm. Chairwoman Mastelotto stated that there was only information received in closed session, and no direction was given.

10. Update to Policy 3120 – Authorized Signatories for Funds. ❖

Manager Sturdevant explained that approximately a year and a half ago the board authorized the manager to have a spending limit of \$10,000 without board approval. At that time, we still had checks with the notation that two signatures were required if the amount was over \$5,000. He wanted to use those checks up prior to amending this policy. We have exhausted those checks, so we are amending policy 3120 to increase the spending limit to \$10,000 without board authorization.

Commissioner Wristen asked if we need to change the policy authorizing the manager to have the authority of emergency spending up to \$25,000 without board authorization. Attorney Ryan stated that he would recommend giving the manager approval to spend whatever is required in an emergency situation; it will have to come to the board for ratification regardless. Commissioner Wristen asked that policy be changed and brought back to the next board meeting for consideration.

A motion was made by Commissioner Pittman to approve the changes to Policy 3120, authorizing the increase of the spending limit for the manager to \$10,000 without board approval. The motion was seconded by Commissioner Thomson, and the motion passed by unanimous consensus.

11. Amendment to the Contract with Coleman Engineering for Additional Services During the Construction of the Primary Influent Pump Station ❖

Manager Sturdevant said, like everything else for this project, it is taking longer to complete. For Coleman to stay on site to finish the project they are asking for an additional \$65,000. They have already worked 10 months over the original completion date, and are just now asking for additional money to complete the project.

A motion was made by Commissioner Thomson to authorize amending the contract with Coleman Engineering for additional services during the construction of the Primary Influent Pump Station. The motion was seconded by Chairwoman Mastelotto, and passed by unanimous consensus.

12. Amendment to Subrecipient Agreement Between the County of Butte and Sewerage Commission – Oroville Region for a Primary Influent Pump Station ❖

Plant Supervisor Salsi explained that this amendment is to the grant agreement for the same reason we extended the contract funds for Coleman Engineering. We are past due on our initial agreement completion date for the grant funds on this project. This extends the date to September 1, 2023. We have billed to the grant all of the money we were awarded (\$3.7M). We have received approximately \$3.1M from the County. The additional \$600,000 will be paid once the project is finished. We just need to extend the timeline for this agreement.

A motion was made by Commissioner Pittman to amend the Subrecipient Agreement between the County of Butte and SC-OR for a Primary Influent Pump Station. The motion was seconded by Chairwoman Mastelotto, and passed by unanimous consensus.

13. Review and Evaluation of SC-OR Policy No. 7400 (Establishing Septage Processing Charge Reserve in Unrestricted Account and Yearly Review as a Part of Sewer Service Charge) ❖

Manager Sturdevant said this is our policy for the septage dumping fee. We put together a spreadsheet to show how we determined our proposed fee increase. Currently, in the yellow area, which is the district boundaries for our three JPA entities, the fee is \$73/1000 gallons. In the sphere of influence of these agencies, which is the blue area, we charge \$83/1000 gallons. These fees have not been adjusted in over a decade. Neal Road charges \$320/1000 gallons. After a conversation with Attorney Mark Mandel at the Jones Mayer offices, he informed me that we cannot charge two rates. It costs what it costs to treat septage, so we have to go with one rate. We broke it down by costs. The original study done in the 1990's, and EDU was \$4.00, and the cost to dump septage was \$17/1000 gals in the sphere of influence. We've had a 596% increase in sewer service fees, so we applied that same multiplication factor for a base rate of \$101.36/1000 gallons, and then we added in 12% of the costs of just dealing with septage (i.e., septage receiving station, flow equalization station, sludge pond improvements, maintenance of equipment, dumpster, etc.), so the rate we are recommending is \$192.41/1000 gallons, which only captures our costs. The community has been subsidizing the septic pumpers for quite some time.

A 218 hearing is not required because septic pumpers are not required to dump here, but we would like to send letters to the septic pumpers to give them the opportunity to speak on this at our June meeting. Commissioner Thomson asked what areas the septage is allowed from, to which Manager Sturdevant replied only from the sphere of influence of our JPA members. We want to avoid bootlegging, which has happened in the past because our prices are so low in comparison to Neal Road. This will be a 230% increase from what we charge now, so I'm sure the septic pumpers will want to comment on this increase. We will bring the increase to the next meeting for a vote.

14. Attorney's Report ❖

Attorney Ryan Jones said that he went to a conference for attorneys that represent local jurisdictions. There was a lot of good information and an update on the CEQA lawsuit. ARPA funds are allocated by the Federal Government, and they want to take some of those back. We don't receive those funds so it doesn't affect SC-OR.

15. Manager's Report ❖

Manager Sturdevant said the on the environment compliance report from Kendra Morgan was in the packet. We sent her to the CWEA conference last month and wrote on the highlights in her report.

We finished the contract for the Ruddy Creek property purchase. It has been given to the property owner, and we are awaiting her response. Commissioner Thomson asked what the long building by the pump station is. Manager Sturdevant said that it was not our building. Commissioner Pittman stated it was left over from the housing project.

Next month Manager Sturdevant will be giving the Commissioners his annual review. His contract is up for renewal September 30th, and he wants to give them plenty of time for review.

16. Visitor Comments ❖

None

17. Commissioner and Staff Comments ❖

Commissioner Pittman brought up finding a way to reduce any possible Brown Act violations with sub-committees. Attorney Jones said that even number boards are difficult, and maybe we could find an at-large member to make it a seven-member board. Attorney Jones will research this.

18. Adjournment ❖

There being no further business, the meeting was adjourned at 5:49 p.m. to the regular meeting scheduled for June 27, 2023 at 5:00 p.m.

Respectfully submitted,



GLEN E. STURDEVANT, CLERK

Manager's Report

To: Board of Directors

From: David Goyer, General Manager

Date: June 13, 2023

RE: Item #7 – Board Members', Manager, and Staff Comments

7.1 Field Operations Activity Report

The May 2023 Field Operations Activity Report is included for your review and discussion.

Information only, no action to be taken at this time.

Attachment Included

7.2 General Manger's Report

Updates on ongoing activities:

New Employee
SC-OR Interceptor Line
Lincoln Family Apartments – Developers Agreement
River Ranch – Addendum to existing agreement
Mt. Ida Realignment Project
Biennial CPR, AED and First Aid

Information only, no action to be taken at this time.

FIELD OPERATIONS ACTIVITY REPORT

MAY 2023

Meetings and Compliance

- California State Water Resource Control Board: The District reported “ZERO” Sanitary Sewer Overflows for the month of May 2023.
- Special District Risk Management Authority: Various on-line safety topics for the Field Operations Crew.
- 5-Minute Safety Talk by OSHA Pros: Safety discussions with the Field Operations Crew- Hard Hats & Overhead Safety and Hearing Protection; How Hearing Works.
- Monthly safety/compliance inspections of District facilities and equipment.

General Updates

- XiO SCADA System for Bidwell Canyon L2 L/S: The new system has been in operation for 3 weeks with only minor start-up configuration issues. To date the system is performing flawlessly.
- Lincoln Street Affordable Development: The project is making good forward progress. The gravity sewer main and one manhole were installed; Passed District testing requirements. Connection to the District mainline to be completed at a later date of construction.
- TESCO Controls Inc.: Annual Extended Maintenance and System Services (EMASS) completed for all lift stations.
- Mt. Ida Road Pipeline Replacement Project: 3 of 6 manholes and applicable parts delivered. Material stock piles and pipe hauled to jobsite. Tentative start date 2nd week of June 2023.

I & I Repairs and Inspections

- Mainline Repairs: One repair- I&I and root intrusion at a pipe joint.

New Permits and Connections, Estimates, Inquiries or Termination

- Lateral replacement permit: 2108 Ithaca Street- Full replacement, passed inspection and lower lateral accepted.
- Easement Encroachment Inquiry: A property owner inquired about proposed placement of a retaining wall in relation to a mainline.

Lines Cleaned

- 12,215' LF Cleaned with the Combo-Vac Truck.
- 980' LF of Villa Verona lines flushed.

CCTV Work

- 2587' LF Inspected and recorded.

Maintenance, Repairs and Misc

- General grounds maintenance at District office and LOAPUD #2 (formerly El Medio Fire Department).
- District easement cleared through Wahoo Ravine between Oakvale and La Mirada Avenues.
- Mooretown L/S: 6th month operation maintenance performed on pump #2 of 2
- Bidwell Canyon L1 L/S: Wear plate clearance and belt tension adjusted on both pump units after break-in period of new rotating assemblies.
- Villa Verona STEP System: Air relief valves inspected and cleaned. All main line ball valves exercised.
- Communication antenna at LOAPUD #2 painted and reinstalled.
- South Feather Water and Power: Assisted with line cleaning to remove blockages in 2 irrigation lines.
- 2010 Ford F150: Brakes inspected; no repairs/replacements needed at this time.
- Two repairs performed after a contractor vertically bored into a mainline to set temporary power poles for the Lincoln Street Affordable Development. Line was marked per USA North standards.
- Total of 5 Villa Verona effluent tanks pumped.

Primary System Service Calls/O.T. Call Outs

- Service Calls- 1: Property owner had questions about neighbors' lateral having issues.
- O.T. Call Outs- 1: Mooretown L/S low SCADA communication glitch.

Villa Verona Service Calls/O.T. Call Outs

- Service Calls: 4- (3) Gravity effluent tanks serviced. (1) Simplex tank; Pump replaced due to failure caused by age.
- O.T. Call Outs: 1- Simplex tank alarm cause by failed float; Float replaced.

Fuel Consumption

- Gasoline: 316.8gals (Last Mo. 337.2gals)
- Diesel: 262.3gals (Last Mo. 348.1gals)

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

Prepared By:
Vince Victorino
Field Operations Supervisor



Manager's Report

To: Board of Directors

From: David Goyer, General Manager

Date: June 13, 2023

RE: Item #8 – Future Agenda Items