



AGENDA

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

Board of Directors
Regular Meeting
May 11, 2021 – 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.

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: 835 4879 1727
Passcode: 531549

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. **SALUTE TO THE FLAG OF THE UNITED STATES OF AMERICA**

2. **MOMENT OF SILENCE**

3. **ROLL CALL AND ACKNOWLEDGEMENT OF VISITORS**

Individuals will be provided the opportunity to address the Board regarding matters NOT scheduled on the agenda. No action will be taken by the Board on these matters; however, the Board may ask questions for clarification and refer to staff or other resources for information and request staff reports at a subsequent meeting. Comments on items scheduled on the agenda may be made as they are considered by the Board.

4. **INTERVIEW APPLICANTS TO FILL BOARD MEMBER VACANCIES**

DISCUSSION WITH POSSIBLE ACTION

5. **BOARD CONSIDERATION AND APPOINTMENT OF SUCCESSOR TO FILL BOARD MEMBER VACANCIES**

DISCUSSION WITH POSSIBLE ACTION

6. **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.

**6.1 BOARD MEETING MINUTES: REGULAR MEETING APRIL 13, 2021 &
SPECIAL MEETING APRIL 28, 2021**

6.2 FINANCIAL REPORT MONTH ENDING: APRIL 30, 2021

6.3 PAYMENT OF CLAIMS MONTH ENDING: APRIL 30, 2021

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

8. **APPOINTMENT OF SC-OR COMMISSIONER TO REPLACE KUEHNER**

The Board will appoint a Director to replace retired Director Kuehner on the SC-OR Board.

DISCUSSION WITH POSSIBLE ACTION

9. **RESOLUTION NO. 02-2021 – APPROPRIATIONS LIMIT FOR THE 2021-22 FISCAL YEAR**

The Board will review and consider approving “Resolution No. 02-2021 – Appropriations Limit for the 2021-22 Fiscal Year” setting the Fiscal Year 2021/2022 Appropriations Limit at \$***** per State mandated percentages for Butte County.

DISCUSSION WITH POSSIBLE ACTION

10. **RESOLUTION NO. 03-2021 – KRE MAINTENANCE & OPERATION CHARGE TO TAX ROLLS AND DELINQUENT SEWER SERVICE ACCOUNTS TO TAX ROLLS**

The Board will review and consider approving “Resolution No. 03-2021 – KRE Maintenance & Operation Charge to Tax Rolls and Delinquent Sewer Service Accounts to Tax Rolls” adding the Kelly Ridge Estates maintenance & operations charge and the delinquent sewer service accounts to the Butte County 2021/2022 tax roll.

DISCUSSION WITH POSSIBLE ACTION

11. **APPROVAL TO RENEW HUMANA SPECIALITY BENEFITS DENTAL & LIFE INSURANCE PLANS FOR THE 2021-22 YEAR**

The Board will consider approving the renewal of Humana Specialty Benefits for Life and Dental Insurance Plan commencing June 1, 2021.

DISCUSSION WITH POSSIBLE ACTION

12. **APPROVAL TO RENEW BLUE SHIELD HEALTH INSURANCE PLAN FOR THE 2021-22 YEAR**

The Board will consider approving the renewal of Blue Shield Health Insurance Plan commencing June 1, 2021.

DISCUSSION WITH POSSIBLE ACTION

13. **BUTTE LAFCO ELECTION FOR ONE (1) SPECIAL DISTRICT ALTERNATE "ENTERPRISE/NON-ENTERPRISE" MEMBER**

The Board will consider casting votes for one Special District Alternate "Enterprise or Non-Enterprise" Member on the 2021 Butte LAFCo Election ballot.

DISCUSSION WITH POSSIBLE ACTION

14. **BUTTE LAFCO CALL FOR NOMINATIONS FOR ONE (1) SPECIAL DISTRICT REGULAR "NON-ENTERPRISE" MEMBER**

The Board will consider making a nomination for one Special District Regular "Non-Enterprise" Member on the 2021 Butte LAFCo Election ballot.

DISCUSSION WITH POSSIBLE ACTION

15. **REQUEST TO AMEND POLICY 2330 - "JOB DESCRIPTION-OPERATOR"**

The General Manager will request that the Board waive the requirement to review an amendment to a policy at a prior regular meeting and amend Policy 2330-"Job Description-Operator".

DISCUSSION WITH POSSIBLE ACTION

16. **REQUEST TO AMEND POLICY 2335 - "JOB DESCRIPTION-FIELD OPERATIONS TECHNICIAN"**

The General Manager will request that the Board waive the requirement to review an amendment to a policy at a prior regular meeting and amend Policy 2335 - "Job Description-Field Operations Technician".

DISCUSSION WITH POSSIBLE ACTION

17. **REQUEST TO AMEND POLICY 2151 "EMPLOYEE COMPENSATION"**

The General Manager will request that the Board waive the requirement to review an amendment to a policy at a prior regular meeting and amend Policy 2151 "Employee Compensation".

DISCUSSION WITH POSSIBLE ACTION

REPORTS AND CONSULTATIONS

18. **SC-OR COMMISSIONER'S REPORT**

19. **BCSDA REPRESENTATIVES AND LAFCO REPORT**

20. **BOARD MEMBERS, MANAGER, AND STAFF COMMENTS**

- Field Operations Supervisors Report
- COVID-19 Update

21. **ADJOURNMENT**



Manager's Report

To: Board of Directors

From: Scott McCutcheon, General Manager

Date: May 11, 2021

RE: Item No. 1 – Salute To The Flag Of The United States



Manager's Report

To: Board of Directors
From: Scott McCutcheon, General Manager
Date: May 11, 2021
RE: Item No. 2 – Moment Of Silence



Manager's Report

To: Board of Directors

From: Scott McCutcheon, General Manager

Date: May 11, 2021

RE: Item No. 3 – Roll Call And Acknowledgment Of Visitors



Manager's Report

To: Board of Directors

From: Scott McCutcheon, General Manager

Date: May 11, 2021

RE: Item No. 4 – Interview Applicants to Fill Board Member Vacancies

Two announcements for a "Notice of Vacancy" on the Lake Oroville Area Public Utility District Board of Directors were posted at locations as required within the District service boundaries and the Oroville area for the vacancies left by the resignations of Director Hosley and Director Kuehner. Two applications were submitted for Board review and consideration. All applicants are scheduled to attend this meeting in order for the Board to conduct interviews according to the following schedule:

2:00 PM: Mr. Robert Marciniak

2:20 PM: Mr. Richard Salvucci


Attachment Included

Recommended Action: Interview the applicants for consideration to fill the District board member vacancies.

*LOAPUD
Director Candidate*

*Statement
(To be read before each interview commences)*

Statement

The District provides sewer service to approximately 4500 customers. We have 7 full time employees and 1 part time employee. We operate and maintain 9 pump stations and a 75 mile collection system that discharges to SC-OR, the regional treatment plant. The treatment plant additionally serves the City of Oroville and Thermalito Water & Sewer District. Two of our Board members are appointed to serve on the treatment plants Board of Commissioners.

The successful candidate will be appointed to serve until December 2022. If the successful candidate wishes to run for re-election they would need to do so in November of 2022.

LOAPUD
Director Candidate

Interview Evaluation Sheet

| | Candidates | | | |
|--|---|--|--|--|
| | | | | |
| | Rate the response to each question from 1-10 points | | | |
| Tell us about yourself and how you feel your past education and work experience would compliment the District. | | | | |
| Have you in the past or do you now serve on any other Boards or Commissions? If so, tell us about your experiences. | | | | |
| Are you familiar with the Brown Act and the required ethics and harassment training to serve on the Board? | | | | |
| How do you manage conflict and/or opposing views? | | | | |
| Board meetings are held on the 2nd Tuesday of the month at 2pm. Committee meetings are scheduled at Directors convenience. There are other opportunities to serve on other boards such as SC-OR, LAFCo, BCSDA. Will this present any scheduling conflicts? | | | | |
| Would you be open to additional education and training opportunities offered to you by the District? | | | | |
| Do you have any questions for us? | | | | |

APPLICATION FOR APPOINTMENT TO LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT VACANCY

| | |
|---|--|
| Date: | March 26, 2020 |
| Applicant Name: | Robert T. Marciniak |
| Residence Address: | 242 Cottage Creek Drive Oroville, CA 95966 |
| Mailing Address if different from residence: | |
| Phone Number: | 530-533-3143 |
| Alternate Phone Number: | 530-321-2710 |
| Email Address: | 242enjoy@gmail.com |
| Education: | College |
| Field of Study: | Business Administration |
| Work Experience: | 35 years Wells Fargo Bank (Vice President/retired) 10 years City of Oroville (SBF Program Specialist) |
| Volunteer Experience: | Chamber of Commerce,, various Oroville public events, PTO |
| Other Information: | Resume & references provided upon request |
| Upload Additional Documents: | |

Robert T. Marciniak
242 Cottage Creek Drive
Oroville, California 95966
242enjoy@gmail.com

April 7, 2021

Scott McCutecheon
General Manager
Lake Oroville Area Public Utility District
1960 Elgin Street
Oroville, CA 95966

Dear Mr. McCutecheon,

Thank you for the call regarding my interest in being considered to fill a Director vacancy on the LOPUD Board of Directors.

I have owned property in the Oroville area since 1998 and have been a home owner since 2001. After retirement from Wells Fargo Bank I developed several properties in Butte County and had direct interaction with public agencies. In my position as Program Specialist, at the City of Oroville, I prepared all of the agendas, staff reports and related notifications. I responded to public inquiries and managed all grant requests to completion. I also had considerable interaction between the public and elected officials. I was the direct contact for local and state government agencies.

I've attached my resume which reflects my financial skills and understanding of meeting protocol. I am currently retired and very interested in serving in a capacity that benefits our community.

Sincerely,

Bob Marciniak
Robert (Bob) Marciniak

Resume attached

RESUME

Robert Thomas Marciniak

242enjoy@gmail.com

(530) 533-3143

(530) 321-2710

An open-minded individual with a flexible approach to work, which enables accommodation of change. Able to work well with a group or on own initiative. Willing to take any responsibilities and assignments, regardless of the challenge. A self-reliant individual with the ability to pick up new ideas and concepts quickly. Enjoys learning new skills and methods of working. Takes pride in producing excellent work and can accept constructive criticism. Organized and can work under pressure in a busy environment. Problem solving & client service expertise. Consistent top performer.

• Personal Details

242 Cottage Creek Drive
Oroville, CA 95966

Status

Retired
Homeowner
Married

• Skills

- ✓ **Accounting** – Accounts Payable, Accounts Receivable, Auditor, Bookkeeping, Consulting
- ✓ **Admin & Clerical Jobs** – Administrative Assistant, Clerical, Clerk, Contracts Administration, Data Entry, Executive Assistant, Office Manager, Tax Professional
- ✓ **Banking & Finance** – Bank Teller, Banking, Credit, Finance Consultant, Finance Manager, Financial Reporting, Loan Processor, Underwriter, Manager
- ✓ **Creative/Media** – Director, Editor, Event Manager, Information Officer, Presenter, Project Manager, Researcher, Writer
- ✓ **Customer Service** – Customer Service Manager, Customer Service Sales
- ✓ **Diversity Opportunities** – Banking, Business Development, Business Opportunity, Construction, Consultant, Customer Service, Marketing, Nonprofit, Real Estate, Sales
- ✓ **Executive** – Management, Vice President, Director, Program Specialist

- ✓ **Human Resources** – Compensation & Payroll, Employee Relations, HR Administration, Recruiter, Training & Development
- ✓ **Information Technology** – Project Manager, Word, Excel, PowerPoint, QuickBooks
- ✓ **Sales & Marketing** – Consumer Marketing, Coordinator, Direct Marketing, Marketing Manager, Outside Sales, VP of Sales
- ✓ **Property /Construction/Trade** – Director, Land Buyer, Negotiator, Site Manager

• Work Experience

Office Clerk

US Department of Commerce
Bureau of the 2020 Census
January 2000 to April 2000

- Performed all clerical aspects of the 2020 Census. Also included screening applicants and making job offers. Interacted with management and field representatives. The position was curtailed due to the CV-19 Pandemic.

Supplemental Funds/Program Specialist

City of Oroville
June 2008 to December 2017 (retired)

- Major position focus was administering the Supplemental Benefits Fund (SBF) which was established as an addendum to the Oroville Project 2100 relicensing of the Oroville Dam and related facilities. The SBF potentially could provide \$61,200,000 in funding for recreational and economic stimulus for the Greater Oroville Area. Developed all aspects of this new position. Worked closely with public officials and consultants. Information about the SBF and the projects that I worked on during my tenure can be found at this link:
<https://www.cityoforoville.org/government/supplemental-benefits-fund-sbf-administration>
- Secondary position focus included administrative duties assigned by the City Administrator. Some of those duties included, maintaining the SBF website, quarterly City Newsletter, designing & implementing brochures for all City Museums. Writing and disseminating press releases representing the City at tourism related events.
- After retirement, through Marciniak Consulting Services, I have provided interim assistance to the City during vacancies of the SBF/Program Specialist.

Managing Partner

O.A. Ventures LLC Oroville, California

January 2001 to 2012

- A family held corporation acquiring and developing home-sites & custom homes. Interfacing with contractors, suppliers and government agencies. All aspects of financial record-keeping and planning.

Tax Specialist

H&R Block Oroville, California (Present employment)

January 2003 to April 2008

- A seasonal position. Interfacing with staff and clients. Utilizing company programs to analyze and prepare tax documents.

Vice President & Commercial Banking Service Manager

Wells Fargo Bank San Diego, California

January 1996 to March 2001

- Full responsibility of all commercial banking aspects for a broad base cliental with minimum annual requirements of \$4mm. Managed staff, prepared written proposals, met with clients. Problem solving and developing solutions with staff and clients.

Finance Director/Fund Raising Specialist

St. John's School Encinitas, California

March 1995 to January 1996

- Successfully developed a major fund raising plan for the building of a new multi-million dollar elementary school project for 650 students. Met with planners, architects and public entities. Managed the financial needs of the school. Interacted with the Diocesan Departments, vendors, parents and staff. Prepared financial statements, paid invoices and automated the school financial records.

Manager

Wells Fargo Bank

September 1965 to March 1995 (Community service sabbatical 1995–1996)

A career in banking with emphasis in customer service, problem solving. Positions included:

- Vice President & Mortgage Processing Manager (Staff of 285fte)
- Vice President & Area Market & Sales Manager (Seven retail offices)
- Vice President & Commercial Loan Manager (San Diego Main Office)
- Vice President & Credit Examiner (Southern California)
- Vice President & Branch Manager (San Clemente & Carlsbad–Oceanside)
- Vice President & Regional Personnel Manager (180 offices)
- Vice President & Regional Operations Manager (180 offices)
- Assistant Vice President & Assistant Branch Manager (La Habra)
- Operations Officer (Norwalk & Whittier)

Initially placed in a college level program for 24 months that provided an introduction to all aspects of banking. Completed the program in 18 months and received first assignment as a Retail Operations Officer.

• Education History**Fullerton College Fullerton, California**

Associate Arts Degree/Business Administration Major.

California State University Fullerton, California

Multiple credits towards Business Administration Degree.

Wells Fargo Bank California

Classes in Management, Credit, Human Resources, Training, Sales, Marketing, Customer Service, Computer Skills

H&R Block Chico, California

Continuing Education Units in Tax Preparation, Sales, Customer Service

University of Phoenix San Marcos, California

Business, management, personnel & marketing classes towards combined B/A MBA Degree.



APPLICATION FOR APPOINTMENT TO LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT VACANCY

| | |
|---|--|
| Date: | April 21, 2021 |
| Applicant Name: | Richard Salvucci |
| Residence Address: | 60 Riverview Dr. Oroville CA 95966 |
| Mailing Address if different from residence: | |
| Phone Number: | 530-403-6629 |
| Alternate Phone Number: | 530-589-4052 |
| Email Address: | rsal56@icloud.com |
| Education: | High School |
| Field of Study: | Mathematics |
| Work Experience: | Attached |
| Volunteer Experience: | |
| Other Information: | |
| Upload Additional Documents: | File attached — please log in to |

[download it securely](#)

Reply / Manage

Powered by [Streamline](#).

RICHARD SALVUCCI

Oroville, CA 95966 | rsal56@icloud.com

April 23, 2021

L.O.A.P.U.D.

RE: Board of Directors Member,

Dear Scott McMutcheon.

I would like to express my interest in the Board of Directors Member posting with L.O.A.P.U.D and pursue the opportunity to apply my expertise in the industry. When reviewing the job description, I was thrilled to discover how well my experience aligns with your needs and requirements. I am drawn to apply because, from reading your company's website, I feel your core mission and culture suit what I offer as a professional.

As an adept Crew Supervisor, I have a well-rounded background in project management and refined talents in organization and public relations, which make me an ideal fit for the position. Additionally, I am a proven expert in problem-solving skills and a consistent collaborator. My previous roles have strengthened my abilities in organization and teamwork, as well as my focused attention to detail and high accuracy.

I am thrilled at the prospect of bringing my talents to L.O.A.P.U.D. Please contact me at your earliest convenience to further discuss how my work history and personality fit the Board of Directors Member role.

Thank you for your time and consideration.

Sincerely,

Richard Salvucci

SUMMARY OF QUALIFICATIONS

Thirty year member of Local 467 Plumber and Pipefitters Union working as a journeyman underground utility plumber and pipe fitter pursuing a position to utilize my skills and talents to support your organization.

SKILL PROFICIENCIES

- Organization
- Time Management
- Resource Allocation
- Job Scheduling
- Problem Resolution
- Crew Management
- Vast Knowledge of Construction Code and Regulations
- CPR and AED Certified
- Proficient in Plan Reading
- Regulation of Job Safety for Employees
- Traffic Control

PROFESSIONAL EXPERIENCE**Teichert and Son, Inc.****March 2002– Present**

3500 American River Drive, Sacramento, CA 95864

Foreman/Journey Plumber and Pipe Fitter

- Foreman of crew on large scale irrigation and water district installation jobs.
- Installation and testing of domestic, fire and raw water systems.
- Installation and testing of non-potable water systems.
- Installation of sewer and storm water systems.
- Recent jobs included the installation and testing a 23 mile pipeline for the Nacimiento Water District in Paso Robles, California, and the testing and sale of a 7 mile pipeline to the Nevada Irrigation District in Banner Cascade of Grass Valley, California.

Preston Pipeline**1993–2002**

133 Bothelo Avenue, Milpitas, CA 95035

Foreman/Journey Plumber and Pipe Fitter

- Foreman of crew and testing and installation of pipelines and water systems.

F.W. Spencer**1991–1993**

99 South Hill Drive, Brisbane, CA 94005

Foreman/Journey Plumber and Pipe Fitter

- Foreman of crew and testing and installation of pipelines and water systems.

REFERENCES

Chris Clark – Field Superintendent - (916)825-7567

Teichert & Son, Inc.

3500 American River Drive, Sacramento, CA 95864

Ed Herrnberger – Field Administrator - (916)825-0260

Teichert & Son, Inc.

3500 American River Drive, Sacramento, CA 95864

Dave Swartz – Vice President - (916)484-3011

Teichert & Son, Inc.

3500 American River Drive, Sacramento, CA 95864



Manager's Report

To: Board of Directors

From: Scott McCutcheon, General Manager

Date: May 11, 2021

RE: Item No. 5 – Board Consideration and Appointment of Successors to Fill Board Member Vacancies

Once the interviews are complete, the Board of Directors can vote and make appointments to fill the open positions at this regular meeting, or at a special meeting. If the Board chooses to schedule a special meeting to select a candidate, the meeting must be scheduled on or before the end of the District's 60 day time period to fill the vacancy per Section 1780 of the Government Code.

Process: A Director is to make a motion to nominate a candidate. Once a Director has seconded this motion the Board can cast their vote.

Recommended Action: Consider candidate qualifications and appoint a new Director to fill each open position. Or if needed, schedule a special meeting to make the appointment.



Manager's Report

To: Board of Directors
From: Scott McCutcheon, General Manager
Date: May 11, 2021

RE: Item No. 6 – Consent Agenda

Item No. 6.1 **Board Meeting Minutes** - Minutes from the April 13, 2021 regular board meeting, and April 28, 2021 Special Meeting are included for the Board's review and approval.

Attachment Included

Item No. 6.2 **Financial Reports** - Profit and Loss report through April 2021 is ready for review and comment.

Attachment Included

Item No. 6.3 **Payment of Claims** - The pending April 2021 Claim Checks are attached for review and Board approval for payment.

Attachment Included

**UNADOPTED
LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
APRIL 13, 2021**

CALL TO ORDER

President Sharman called the meeting to order at 2:00 P.M. Directors present were Fairbanks, Kuehner and Mastelotto. District Engineer Knibb, General Manager (GM) McCutcheon, and Clerk of the Board Hamblin represented the District.

SALUTE TO THE FLAG

Engineer Knibb led the meeting with the salute to the flag.

MOMENT OF SILENCE

President Sharman asked the Board to observe a moment of silence.

CONSENT AGENDA

The Board reviewed the minutes of the Regular Board Meeting of March 9, 2021 and the Special Board Meeting of March 26, 2021, the Financial Report and the Warrant List for month ending March 31, 2021. After discussion, it was moved by Director Kuehner and seconded by Director Fairbanks that the items on the consent agenda be approved as presented. The motion passed with the following roll call vote:

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

Rebecca Dalske with LACO Associates, Inc. joined the meeting via Zoom at 2:04 P.M.

RIVER RANCH UPDATE

GM McCutcheon and Engineer Knibb updated the Board on the River Ranch Project. The final civil plans have been submitted to Butte County for approval. Other utilities and environmental reviews are nearing completion. LOAPUD's draft of the Development Agreement is under review by District Legal Counsel. GM McCutcheon and Engineer Knibb are reviewing the District's previous Reimbursement Agreements and will provide the Board with their findings at a future meeting.

No Action Taken.

REQUEST TO ADMEND SAUERS ENGINEERING PROPOSAL FOR OPHIR-LINCOLN LIFT STATION DESIGN

Engineer Knibb addressed the Board regarding a request to increase the original quotation for the engineering services on the Ophir-Lincoln Lift Station. Unforeseen costs due to Butte County's future plans for curb, gutter and sidewalks on Monte Vista and other utility's infrastructure caused several revisions to Sauers Engineering plans. After discussion, it was moved by Director Kuehner and seconded by Director Fairbanks to increase the original quotation from Sauers Engineering for the Ophir-Lincoln Lift Station to an amount not to exceed \$20,000.00. The motion passed with the following roll call vote:

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

Rebecca Dalske with LACO Associates, Inc left the meeting at 2:18 P.M.

BOARD OF DIRECTORS TO ACCEPT THE RESIGNATION OF DIRECTOR LARRY KUEHNER

Director Kuehner submitted his resignation on April 2, 2021 with an effective date of April 30, 2021. After discussion, it was moved by President Sharman and seconded by Director Mastelotto to accept the resignation of Director Kuehner effective April 30, 2021. The motion passed with the following roll call vote:

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

ADOPT RESOLUTION NO. 01-2021 RESOLUTION OF APPRECIATION FOR DIRECTOR KUEHNER'S 8 YEARS OF SERIVCE TO THE DISTRICT

After discussion, it was moved by Director Sharman and seconded by Director Mastelotto for the Adoption of Resolution No. 01-2021 Resolution of Appreciation for 8 Years of Service by Director Larry Kuehner. The motion passed with the following roll call vote:

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

APPROVAL OF MAY 1, 2021 THROUGH MAY 1, 2022 GENERAL LIABILITY POLICY RENEWAL / JAMES J. COX INSURANCE SERVICES

GM McCutcheon updated the Board on renewal of the District's General Liability Policy. After discussion, it was moved by Director Kuehner and seconded by Director Fairbanks to approve the proposed renewal for insurance services provided by James J. Cox Insurance Services in the amount of \$44,467.00 for the May 1, 2021 through May 1, 2022 general liability policy year. The motion passed with the following roll call vote:

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

SC-OR COMMISSIONERS' REPORT

No report given.

BCSDA REPRESENTATIVES AND LAFCo REPORT

No report given.

QUARTERLY INVESTMENT SCHEDULE AND CASH FLOW ANALYSIS

GM McCutcheon updated the Board on the Quarterly Investment Schedule and Cash Flow Analysis.

No action taken.

OROVILLE AREA SEWER & WATER PROVIDERS MUNICIPAL SERVICE REVIEW

GM McCutcheon updated the Board on Oroville Area Sewer & Water Providers Municipal Service Review.

No action taken.

BOARD MEMBER'S, MANAGER AND STAFF COMMENTS

No reports given.

ADJOURNMENT

There being no further business to come before the Board the meeting was adjourned at 2:43 P.M.

Respectfully submitted,

Kelly Hamblin,
Clerk of the Board

**UNADOPTED
LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
BOARD OF DIRECTORS SPECIAL MEETING
APRIL 28, 2021**

CALL TO ORDER

President Sharman called the meeting to order at 2:00 P.M. Directors present were Fairbanks, Mastelotto, and Kuehner. General Manager (GM) McCutcheon, and Clerk of the Board Hamblin represented the District.

SALUTE TO THE FLAG

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

MOMENT OF SILENCE

President Sharman asked the Board to observe a moment of silence.

CLOSED SESSION – GOVERNMENT CODE §54956.95 & §54957

President Sharman moved the meeting into closed session at 2:04 P.M.

President Sharman returned the meeting to open session at 2:13 P.M., stating that no action was taken during the closed session.

UPDATE ON FIELD OPERATIONS

GM McCutcheon updated the Board regarding the new hire (Shawn Peterson) and the status of field operations.

REQUEST TO HIRE AN ADDITIONAL UTILITY WORKER I OR II

GM McCutcheon requested authorization to hire an additional Utility Worker I or II. After discussion, it was moved by Director Kuehner and seconded by Director Mastelotto to authorize GM McCutcheon to hire an addition Utility Worker I or II. The motion passed with the following vote:

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

ADJOURNMENT

There being no further business to come before the Board the meeting was adjourned at 2:35 P.M.

Respectfully submitted,

Kelly Hamblin,
Clerk of the Board

05/07/21
09:28:55

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Claim Details
For the Accounting Period: 4/21

Page: 1
Report ID: AP100

* ... Over spent expenditure

| Claim Line # | Check | Invoice #/Inv Date/Description | Vendor #/Name/ Line \$ | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object Proj | Cash Account |
|-----------------|----------|---|---------------------------|-------------------------|---------|------|---------------|-------------|-----------------|
| 1131 | 22304S | 150 JEFF'S TRUCK SERVICE | | 11,099.50 | | | | | |
| | | BIG T TRAILER VIN 16V1D1922M4094212 MODEL #14LP-14 | | | | | | | |
| 1 | 246007 | 04/08/21 BIG T VIN 16V1D1922M4094212 | | 11,099.50* | | | 53 81000 | 81110 | 10001 |
| 1133 | 22302S | 16 BLACK MOUNTAIN SOFTWARE | | 100.00 | | | | | |
| 1 | 26680 | 03/29/21 | | 100.00 | | | 53 51000 | 66100 | 10001 |
| 1134 | 22308S | 141 VISTA NET, INC. | | 120.00 | | | | | |
| | | SONIC WALL | | | | | | | |
| 1 | 16788 | 04/01/21 SONIC WALL | | 120.00 | | | 53 57000 | 64300 | 10001 |
| 1135 | 22308S | 141 VISTA NET, INC. | | 185.00 | | | | | |
| | | VEEAM | | | | | | | |
| 1 | 16854 | 04/01/21 VEEAM | | 185.00 | | | 53 57000 | 64300 | 10001 |
| 1136 | 22305S | 106 RECOLOGY BUTTE COLUSA COUNTIES | | 92.72 | | | | | |
| 1 | 38428686 | 03/31/21 GARBAGE SERVICE MARCH | | 92.72 | | | 53 51000 | 65100 | 10001 |
| 1137 | 22307S | 133 UMPQUA BANK | | 305.61 | | | | | |
| 1 | MARCH 21 | 03/31/21 EARTHLINK | | 24.95 | | | 53 57000 | 67150 | 10001 |
| 2 | MARCH 21 | 03/31/21 ZOOM | | 15.66 | | | 53 57000 | 67150 | 10001 |
| 3 | | 03/31/21 CSDA HANDBOOK PURCHASE | | 225.00 | | | 53 57000 | 67150 | 10001 |
| 4 | | 03/31/21 RECRUITMENT - CRAIGS LIST AD | | 40.00 | | | 53 57000 | 67150 | 10001 |
| 1138 | 22307S | 133 UMPQUA BANK | | 525.00 | | | | | |
| 1 | | 03/31/21 CSDA TRAINING | | 225.00 | | | 53 57000 | 67100 | 10001 |
| 2 | | 03/31/21 CWEA - RECRUITMENT | | 290.00 | | | 53 57000 | 67150 | 10001 |
| 3 | | 03/31/21 DIRECTORS MEETING | | 10.00 | | | 53 57000 | 67100 | 10001 |
| 1139 | 22307S | 133 UMPQUA BANK | | 234.86 | | | | | |
| 3 | | MULTI 03/31/21 OFFICE SUPPLIES | | 234.86 | | | 53 51000 | 66100 | 10001 |
| 1144 | 22310S | 999999 ALFONSO CARRILLO | | 41.06 | | | | | |
| | | REFUND ON ESCROW OVER PAYMENT FOR ACCOUNT 0980 - 4831 VIRGINIA AVE. | | | | | | | |
| 1 | | 04/14/21 REFUND ON ESCROW OVER PAYMENT | | 41.06 | | | 53 11050 | | 10001 |
| 1146 | 22314S | 16 BLACK MOUNTAIN SOFTWARE | | 1,848.00 | | | | | |
| | | DAILY TIME CARDS | | | | | | | |
| 1 | 26737 | 04/06/21 DAILY TIME CARDS | | 1,597.50* | | | 53 81000 | 81120 | 10001 |
| 2 | 26737 | 04/06/21 | | 250.50 | | | 53 57000 | 64300 | 10001 |

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LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Claim Details
For the Accounting Period: 4/21

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* ... Over spent expenditure

| Claim Line # | Check | Invoice #/Inv Date/Description | Vendor #/Name/ | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object Proj | Cash Account |
|--------------|------------|---------------------------------------|----------------|-------------------------|---------|------|---------------|-------------|--------------|
| 1147 | 22321S | 109 SAUERS ENGINEERING INC | | 2,392.50 | | | | | |
| | | ONGOING CONSULTING SERVICES | | | | | | | |
| 1 | 12455 | 04/07/21 ON GOING CONSULTING SERVICES | | 2,392.50 | | | 53 57000 | 64100 | 10001 |
| 1148 | 22321S | 109 SAUERS ENGINEERING INC | | 2,805.00 | | | | | |
| | | LP FORCE MAIN DESIGN | | | | | | | |
| 1 | 12458 | 04/07/21 LP FORCE MAIN DESIGN | | 2,805.00* | | | 53 81000 | 81104 | 10001 |
| 1149 | 22321S | 109 SAUERS ENGINEERING INC | | 165.00 | | | | | |
| | | LP LIFT STATION DESIGN | | | | | | | |
| 1 | 12457 | 04/07/21 LP LIFT STATION DESIGN | | 165.00* | | | 53 81000 | 81104 | 10001 |
| 1150 | 22321S | 109 SAUERS ENGINEERING INC | | 6,155.00 | | | | | |
| | | MASTER PLAN UPDATE | | | | | | | |
| 1 | 12456 | 04/07/21 MASTER PLAN UPDATE | | 6,155.00* | | | 53 81000 | 81104 | 10001 |
| 1154 | -99893E | 59 HSA BANK | | 2,291.63 | | | | | |
| | | ACH PAYMENT | | | | | | | |
| 1 | 04/28/21 | | | 833.32 | | | 53 21021 | | 10001 |
| 2 | 04/28/21 | | | 1,458.31 | | | 53 21021 | | 10001 |
| 1155 | 22316S | 60 HUMANA | | 488.78 | | | | | |
| 1 | 646346-001 | 04/13/21 Prepaid Dental/Life/AD&D | | 488.78 | | | 53 11155 | | 10001 |
| 1156 | -99896E | 30 CA PUBLIC EMPLOYERS' RETIREMENT | | 11,207.01 | | | | | |
| | | CAL PERS UNFUNDED LIABILITY CLASSIC | | | | | | | |
| 1 | 16383761 | 04/01/21 CAL PERS UNFUNDED LIABILITY | | 11,207.01* | | | 53 51000 | 62450 | 10001 |
| 1157 | -99895E | 30 CA PUBLIC EMPLOYERS' RETIREMENT | | 75.04 | | | | | |
| | | CAL PERS UNFUNDED LIABILITY PEPR | | | | | | | |
| 1 | 16383769 | 04/01/21 CAL PER UNFUNDED LIABILITY P | | 75.04* | | | 53 51000 | 62450 | 10001 |
| 1158 | 22324S | 17 BLUE SHIELD OF CA | | 7,095.62 | | | | | |
| 2 | 2110300226 | 04/15/21 MAY 2021 | | 7,095.62 | | | 53 11150 | | 10001 |
| 1162 | 22312S | 11 ANSWERLINE COMMUNICATIONS | | 274.15 | | | | | |
| | | USAGE PERIOD | | | | | | | |
| | | 3/15-4/14 | | | | | | | |
| 1 | 2103002761 | 04/15/21 ANSWERING SERVICE | | 274.15 | | | 53 57000 | 66350 | 10001 |

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LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Claim Details
For the Accounting Period: 4/21

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* ... Over spent expenditure

| Claim Line # | Check | Invoice #/Inv Date/Description | Vendor #/Name/ Line \$ | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object Proj | Cash Account |
|----------------------------------|------------|--------------------------------|---------------------------|-------------------------|---------|------|----------------|-------------|-----------------|
| 1163 | 22317S | 63 JAMES J. COX INSURANCE | | 44,467.00 | | | | | |
| GL Insurance May 2021 - May 2022 | | | | | | | | | |
| 1 | May21-22 | 03/29/21 | | 44,467.00 | | | 53 11140 | | 10001 |
| 1168 | 22320S | 104 R&B COMPANY | | 19.57 | | | | | |
| 1 | N367021 | 11/19/20 neoprene gasket | | 19.57 | | | 53 58000 68150 | | 10001 |
| 1170 | 22322S | 115 SOUTH FEATHER WATER | | 24.42 | | | | | |
| 1 | APRIL 2021 | 04/14/21 HANGING TREE | | 24.42 | | | 53 58000 65200 | | 10001 |
| 1171 | 22322S | 115 SOUTH FEATHER WATER | | 16.26 | | | | | |
| 1 | APRIL 2021 | 04/14/21 ARROYO DR & CANYON L1 | | 5.42 | | | 53 58000 65300 | | 10001 |
| 2 | APRIL 2021 | 04/14/21 ARROYO DR & CANYON L2 | | 5.42 | | | 53 58000 65350 | | 10001 |
| 3 | APRIL 2021 | 04/14/21 ARROYO DR & CANYON L3 | | 5.42 | | | 53 58000 65400 | | 10001 |
| 1173 | 22322S | 115 SOUTH FEATHER WATER | | 31.14 | | | | | |
| 1 | APRIL 2021 | 04/14/21 4788 ROYAL OAKS DRIVE | | 31.14 | | | 53 58000 65550 | | 10001 |
| 1175 | 22318S | 78 MINASIAN LAW FIRM | | 1,248.00 | | | | | |
| 1 | MARCH 2021 | 03/31/21 | | 1,248.00 | | | 53 57000 64150 | | 10001 |
| 1176 | 22313S | 12 AT & T/SBC | | 615.49 | | | | | |
| 1 | MARCH 2021 | 04/10/21 | | 84.77 | | | 53 58000 65300 | | 10001 |
| 2 | MARCH 2021 | 04/10/21 | | 84.77 | | | 53 58000 65350 | | 10001 |
| 3 | MARCH 2021 | 04/10/21 | | 84.77 | | | 53 58000 65400 | | 10001 |
| 4 | MARCH 2021 | 04/10/21 | | 105.28 | | | 53 58000 65200 | | 10001 |
| 5 | MARCH 2021 | 04/10/21 | | 99.52 | | | 53 58000 65600 | | 10001 |
| 6 | MARCH 2021 | 04/10/21 | | 62.73 | | | 53 58000 65550 | | 10001 |
| 7 | MARCH 2021 | 04/10/21 | | 93.65 | | | 53 58000 65450 | | 10001 |
| 1178 | 22311S | 7 ALHAMBRA | | 69.23 | | | | | |
| 1 | 5169807041 | 04/18/21 | | 69.23 | | | 53 51000 65100 | | 10001 |
| 1181 | 22319S | 97 PAYGOV.US | | 464.80 | | | | | |
| 1 | 693 | 04/15/21 MARCH | | 464.80 | | | 53 57000 66350 | | 10001 |
| 1189 | 22309S | 151 BIG O TIRES | | 1,022.57 | | | | | |
| TIRES FOR THE DUALLY | | | | | | | | | |
| 1 | 04/22/21 | TIRES FOR THE DUALLY | | 1,022.57 | | | 53 58000 69300 | | 10001 |

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LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Claim Details
For the Accounting Period: 4/21

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* ... Over spent expenditure

| Claim Line # | Check | Invoice #/Inv Date/Description | Vendor #/Name/ Line \$ | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object Proj | Cash Account |
|-----------------|------------|--|---------------------------|-------------------------|-----------|-----------------------------|---------------|-------------|-----------------|
| 1191 | 22315S | 58 HOBBS PEST SOLUTIONS, INC | | 62.00 | | | | | |
| | | BI MONTHLY SERVICE | | | | | | | |
| 1 | 28029 | 04/20/21 BI MONTHY SERVICE | | 62.00 | | | 53 57000 | 66350 | 10001 |
| 1197 | 22329S | 145 XEROX CORPORATION | | 1,224.40 | | | | | |
| | | MONTHLY CHARGE PLUS ALL OVERAGES FOR 1 YEAR! | | | | | | | |
| 1 | 13087509 | 04/02/21 | | 1,224.40 | | | 53 51000 | 66150 | 10001 |
| 1200 | 22325S | 32 CA WATER SERVICE | | 25.65 | | | | | |
| 1 | APRIL 2021 | 04/15/21 | | 25.65 | | | 53 58000 | 65150 | 10001 |
| 1201 | 22325S | 32 CA WATER SERVICE | | 28.69 | | | | | |
| 1 | APRIL 2021 | 04/15/21 APRIL 2021 | | 28.69 | | | 53 51000 | 65100 | 10001 |
| 1203 | 22323S | 152 E & M INC. | | 645.00 | | | | | |
| | | SCADA RENEWAL | | | | | | | |
| 1 | 259037-2 | 04/05/21 SCADA RENEWAL | | 645.00 | | | 53 57000 | 64300 | 10001 |
| 1205 | 22326S | 88 OROVILLE CABLE & EQUIPMENT | | 21.97 | | | | | |
| 1 | 38973 | 04/19/21 filter wash | | 21.97 | | | 53 58000 | 66250 | 10001 |
| 1206 | 22328S | 115 SOUTH FEATHER WATER | | 24.42 | | | | | |
| | | vista del cerro | | | | | | | |
| 1 | APRIL 2021 | 04/21/21 Vista Del Cerro | | 24.42 | | | 53 58000 | 65600 | 10001 |
| 1207 | 22327S | 95 PARAMEX | | 75.00 | | | | | |
| | | PETERSON - DOT | | | | | | | |
| 1 | CORE001434 | 04/23/21 PETERSON DOT | | 75.00 | | | 53 57000 | 66350 | 10001 |
| 1213 | | 79 MIRY'S CLEANING SERVICES | | 260.00 | | | | | |
| | | MARCH SERVICE | | | | | | | |
| 1 | 21846 | 04/14/21 MARCH SERVICE | | 260.00 | | | 53 57000 | 66350 | 10001 |
| | | # of Claims | 39 | Total: | 97,847.09 | | | | |
| | | Total Electronic Claims | | | 13,573.68 | Total Non-Electronic Claims | | 84273.41 | |

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LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Fund Summary for Claims
For the Accounting Period: 4/21

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| Fund/Account | Amount |
|--------------------------------------|--------------------|
| 53 Sewer | |
| 10001 Five Star Bank - General Acct. | \$97,847.09 |
| | Total: \$97,847.09 |

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Claims by Vendor Report
For the Accounting Period: 4/21

| Vendor | Claim # | # of Lines | Date Accepted | Check | Amount |
|---|---------|------------|---------------|--------|-----------|
| 999999 ALFONSO CARRILLO | CL 1144 | 1 | 04/14/21 | 22310 | 41.06 |
| 7 ALHAMBRA | CL 1178 | 1 | 04/20/21 | 22311 | 69.23 |
| 11 ANSWERLINE COMMUNICATIONS | CL 1162 | 1 | 04/16/21 | 22312 | 274.15 |
| 12 AT & T/SBC | CL 1176 | 7 | 04/20/21 | 22313 | 615.49 |
| 151 BIG O TIRES | CL 1189 | 1 | 04/22/21 | 22309 | 1,022.57 |
| 16 BLACK MOUNTAIN SOFTWARE | CL 1133 | 1 | 04/08/21 | 22302 | 100.00 |
| | CL 1146 | 2 | 04/21/21 | 22314 | 1,848.00 |
| 17 BLUE SHIELD OF CA | CL 1158 | 1 | 04/26/21 | 22324 | 7,095.62 |
| 30 CA PUBLIC EMPLOYERS' RETIREMENT SYSTEM | CL 1156 | 1 | 04/16/21 | -99896 | 11,207.01 |
| | CL 1157 | 1 | 04/16/21 | -99895 | 75.04 |
| 32 CA WATER SERVICE | CL 1200 | 1 | 04/26/21 | 22325 | 25.65 |
| | CL 1201 | 1 | 04/26/21 | 22325 | 28.69 |
| 152 E & M INC. | CL 1203 | 1 | 04/26/21 | 22323 | 645.00 |
| 58 HOBBS PEST SOLUTIONS, INC | CL 1191 | 1 | 04/22/21 | 22315 | 62.00 |
| 59 HSA BANK | CL 1154 | 2 | 05/03/21 | -99893 | 2,291.63 |
| 60 HUMANA | CL 1155 | 1 | 04/15/21 | 22316 | 488.78 |
| 63 JAMES J. COX INSURANCE | CL 1163 | 1 | 04/16/21 | 22317 | 44,467.00 |
| 150 JEFF'S TRUCK SERVICE | CL 1131 | 1 | 04/08/21 | 22304 | 11,099.50 |
| 78 MINASIAN LAW FIRM | CL 1175 | 1 | 04/20/21 | 22318 | 1,248.00 |
| 79 MIRY'S CLEANING SERVICES | CL 1213 | 1 | 05/04/21 | | 260.00 |
| 88 OROVILLE CABLE & EQUIPMENT | CL 1205 | 1 | 04/29/21 | 22326 | 21.97 |
| 95 PARAMEX | CL 1207 | 1 | 04/29/21 | 22327 | 75.00 |
| 97 PAYGOV.US | CL 1181 | 1 | 04/21/21 | 22319 | 464.80 |
| 104 R&B COMPANY | CL 1168 | 1 | 04/19/21 | 22320 | 19.57 |
| 106 RECOLOGY BUTTE COLUSA COUNTIES | CL 1136 | 1 | 04/13/21 | 22305 | 92.72 |
| 109 SAUERS ENGINEERING INC | CL 1147 | 1 | 04/15/21 | 22321 | 2,392.50 |
| | CL 1148 | 1 | 04/15/21 | 22321 | 2,805.00 |
| | CL 1149 | 1 | 04/15/21 | 22321 | 165.00 |
| | CL 1150 | 1 | 04/15/21 | 22321 | 6,155.00 |
| 115 SOUTH FEATHER WATER | CL 1170 | 1 | 04/19/21 | 22322 | 24.42 |
| | CL 1171 | 3 | 04/19/21 | 22322 | 16.26 |
| | CL 1173 | 1 | 04/19/21 | 22322 | 31.14 |
| | CL 1206 | 1 | 04/29/21 | 22328 | 24.42 |
| 133 UMPQUA BANK | CL 1137 | 4 | 04/13/21 | 22307 | 305.61 |
| | CL 1138 | 3 | 04/13/21 | 22307 | 525.00 |
| | CL 1139 | 1 | 04/13/21 | 22307 | 234.86 |
| 141 VISTA NET, INC. | CL 1134 | 1 | 04/08/21 | 22308 | 120.00 |
| | CL 1135 | 1 | 04/14/21 | 22308 | 185.00 |
| 145 XEROX CORPORATION | CL 1197 | 1 | 04/26/21 | 22329 | 1,224.40 |
| Total: | | | | | 97,847.09 |

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LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Check Register
For the Accounting Period: 4/21

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Claim Checks

| Check # | Type | Vendor #/Name | Check Amount | Date Issued | Period Redeemed | Claim # | Claim Amount |
|---------|------|---|--------------|-------------|-----------------|-------------------------------|----------------------------|
| -99896 | E | 30 CA PUBLIC EMPLOYERS' RETIREMENT SYSTEM | 11207.01 | 04/16/21 | 4/21 | CL 1156 | 11207.01 |
| -99895 | E | 30 CA PUBLIC EMPLOYERS' RETIREMENT SYSTEM | 75.04 | 04/16/21 | 4/21 | CL 1157 | 75.04 |
| -99893 | E | 59 HSA BANK | 2291.63 | 05/03/21 | 4/21 | CL 1154 | 2291.63 |
| 22300 | S | 109 SAUERS ENGINEERING INC | 2860.00 | 04/06/21 | | CL 1020 CL 1021 | 1897.50 962.50 |
| 22302 * | S | 16 BLACK MOUNTAIN SOFTWARE | 100.00 | 04/14/21 | | CL 1133 | 100.00 |
| 22303 | S | 46 DATATREE | 99.00 | 04/14/21 | | CL 1129 | 99.00 |
| 22304 | S | 150 JEFF'S TRUCK SERVICE | 11099.50 | 04/14/21 | | CL 1131 | 11099.50 |
| 22305 | S | 106 RECOLOGY BUTTE COLUSA COUNTIES | 92.72 | 04/14/21 | | CL 1136 | 92.72 |
| 22306 | S | 109 SAUERS ENGINEERING INC | 13331.25 | 04/14/21 | | CL 1022 CL 1023 | 3712.50 9618.75 |
| 22307 | S | 133 UMPQUA BANK | 1065.47 | 04/14/21 | | CL 1137 CL 1138 CL 1139 | 305.61 525.00 234.86 |
| 22308 | S | 141 VISTA NET, INC. | 305.00 | 04/14/21 | | CL 1134 CL 1135 | 120.00 185.00 |
| 22309 | S | 151 BIG O TIRES | 1022.57 | 04/22/21 | | CL 1189 | 1022.57 |
| 22310 | S | 999999 ALFONSO CARRILLO | 41.06 | 04/23/21 | | CL 1144 | 41.06 |
| 22311 | S | 7 ALHAMBRA | 69.23 | 04/23/21 | | CL 1178 | 69.23 |
| 22312 | S | 11 ANSWERLINE COMMUNICATIONS | 274.15 | 04/23/21 | | CL 1162 | 274.15 |
| 22313 | S | 12 AT & T/SBC | 615.49 | 04/23/21 | | CL 1176 | 615.49 |
| 22314 | S | 16 BLACK MOUNTAIN SOFTWARE | 1848.00 | 04/23/21 | | CL 1146 | 1848.00 |
| 22315 | S | 58 HOBBS PEST SOLUTIONS, INC | 62.00 | 04/23/21 | | CL 1191 | 62.00 |
| 22316 | S | 60 HUMANA | 488.78 | 04/23/21 | | CL 1155 | 488.78 |
| 22317 | S | 63 JAMES J. COX INSURANCE | 44467.00 | 04/23/21 | | CL 1163 | 44467.00 |
| 22318 | S | 78 MINASIAN LAW FIRM | 1248.00 | 04/23/21 | | CL 1175 | 1248.00 |

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LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Check Register
For the Accounting Period: 4/21

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Report ID: AP300

Claim Checks

| Check # | Type | Vendor #/Name | Check Amount | Date Issued | Period Redeemed | Claim # | Claim Amount |
|------------------------|------|-------------------------------|--------------|-------------|-----------------|--|---|
| 22319 | S | 97 PAYGOV.US | 464.80 | 04/23/21 | _____ | CL 1181 | 464.80 |
| 22320 | S | 104 R&B COMPANY | 19.57 | 04/23/21 | _____ | CL 1168 | 19.57 |
| 22321 | S | 109 SAUERS ENGINEERING INC | 11517.50 | 04/23/21 | _____ | CL 1147 CL 1148 CL 1149 CL 1150 | 2392.50 2805.00 165.00 6155.00 |
| 22322 | S | 115 SOUTH FEATHER WATER | 71.82 | 04/23/21 | _____ | CL 1170 CL 1171 CL 1173 | 24.42 16.26 31.14 |
| 22323 | S | 152 E & M INC. | 645.00 | 04/26/21 | _____ | CL 1203 | 645.00 |
| 22324 | S | 17 BLUE SHIELD OF CA | 7095.62 | 04/29/21 | _____ | CL 1158 | 7095.62 |
| 22325 | S | 32 CA WATER SERVICE | 54.34 | 04/29/21 | _____ | CL 1200 CL 1201 | 25.65 28.69 |
| 22326 | S | 88 OROVILLE CABLE & EQUIPMENT | 21.97 | 04/29/21 | _____ | CL 1205 | 21.97 |
| 22327 | S | 95 PARAMEX | 75.00 | 04/29/21 | _____ | CL 1207 | 75.00 |
| 22328 | S | 115 SOUTH FEATHER WATER | 24.42 | 04/29/21 | _____ | CL 1206 | 24.42 |
| 22329 | S | 145 XEROX CORPORATION | 1224.40 | 04/29/21 | _____ | CL 1197 | 1224.40 |
| Total for Claim Checks | | | 113877.34 | | | | |
| Count for Claim Checks | | | 32 | | | | |

* denotes missing check number(s)

of Checks: 32 Total: 113877.34

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LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Fund Summary for Claim Check Register
For the Accounting Period: 4/21

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Report ID: AP110

| Fund/Account | Amount |
|--------------------------------------|---------------------|
| 53 Sewer | |
| 10001 Five Star Bank - General Acct. | \$113,877.34 |
| | Total: \$113,877.34 |

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LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Redeemed Check Report
For the Accounting Period: 4/21

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Report ID: AP310

Claim Checks

| Check # | Type | Vendor #/Name | Amount | Date Issued | Date Redeemed | Period Redeemed |
|------------------------|------|-------------------------|----------|------------------------|---------------|-----------------|
| -99896 | E | 30 CA PUBLIC EMPLOYERS' | 11207.01 | 04/16/21 | 04/16/21 | 4/21 |
| -99895 | E | 30 CA PUBLIC EMPLOYERS' | 75.04 | 04/16/21 | 04/16/21 | 4/21 |
| -99893 | E | 59 HSA BANK | 2291.63 | 05/03/21 | 05/03/21 | 4/21 |
| Total for Claim Checks | | | 13573.68 | Electronic Checks: | | 13,573.68 |
| Count for Claim Checks | | | 3 | Non-electronic Checks: | | 0.00 |

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Outstanding Check Report
For the Accounting Period: 4/21

Claim Checks

| Check # | Type | Vendor #/Name | Amount | Date Issued | Period | |
|---------|------|------------------------------|-----------|-------------|---------------|----------|
| | | | | | Date Redeemed | Redeemed |
| 22235 | M | 109 SAUERS ENGINEERING INC | 17009.95 | 03/05/21 | / | / |
| 22249 | S | 149 CLARK EQUIPMENT CO. DBA | 59741.81 | 03/16/21 | / | / |
| 22254 | S | 88 OROVILLE CABLE & | 36.27 | 03/16/21 | / | / |
| 22262 | S | 141 VISTA NET, INC. | 11448.60 | 03/16/21 | / | / |
| 22265 | S | 7 ALHAMBRA | 37.52 | 03/26/21 | / | / |
| 22266 | S | 11 ANSWERLINE COMMUNICATIONS | 227.60 | 03/26/21 | / | / |
| 22267 | S | 12 AT & T/SBC | 660.24 | 03/26/21 | / | / |
| 22268 | S | 13 BATTERIES PLUS BULBS | 61.05 | 03/26/21 | / | / |
| 22269 | S | 14 BETTER DEAL EXCHANGE | 51.27 | 03/26/21 | / | / |
| 22270 | S | 16 BLACK MOUNTAIN SOFTWARE | 715.00 | 03/26/21 | / | / |
| 22271 | S | 17 BLUE SHIELD OF CA | 8551.44 | 03/26/21 | / | / |
| 22272 | S | 32 CA WATER SERVICE | 62.99 | 03/26/21 | / | / |
| 22273 | S | 88 OROVILLE CABLE & | 162.67 | 03/26/21 | / | / |
| 22274 | S | 92 PACE SUPPLY CORP | 600.40 | 03/26/21 | / | / |
| 22275 | S | 97 PAYGOV.US | 707.25 | 03/26/21 | / | / |
| 22276 | S | 108 RIEBES AUTO PARTS | 86.53 | 03/26/21 | / | / |
| 22277 | S | 114 SINGLETONAUMAN | 975.00 | 03/26/21 | / | / |
| 22278 | S | 115 SOUTH FEATHER WATER | 24.42 | 03/26/21 | / | / |
| 22279 | S | 145 XEROX CORPORATION | 176.06 | 03/26/21 | / | / |
| 22280 | S | 100 POSTAGE-BULK MAILING | 1713.11 | 03/30/21 | / | / |
| 22289 | S | 3 ACCULARM | 135.00 | 04/01/21 | / | / |
| 22290 | S | 16 BLACK MOUNTAIN SOFTWARE | 13099.75 | 04/01/21 | / | / |
| 22291 | S | 38 COMCAST | 357.29 | 04/01/21 | / | / |
| 22292 | S | 88 OROVILLE CABLE & | 57.16 | 04/01/21 | / | / |
| 22293 | S | 93 PACIFIC GAS & ELECTRIC | 4898.11 | 04/01/21 | / | / |
| 22294 | S | 108 RIEBES AUTO PARTS | 108.19 | 04/01/21 | / | / |
| 22295 | S | 110 SC-OR | 292812.90 | 04/01/21 | / | / |
| 22296 | S | 115 SOUTH FEATHER WATER | 33.11 | 04/01/21 | / | / |
| 22297 | S | 119 STREAMLINE | 200.00 | 04/01/21 | / | / |
| 22298 | S | 139 VERIZON WIRELESS | 350.76 | 04/01/21 | / | / |
| 22299 | S | 108 RIEBES AUTO PARTS | 342.69 | 04/06/21 | / | / |
| 22300 | S | 109 SAUERS ENGINEERING INC | 2860.00 | 04/06/21 | / | / |
| 22302 | S | 16 BLACK MOUNTAIN SOFTWARE | 100.00 | 04/14/21 | / | / |
| 22303 | S | 46 DATATREE | 99.00 | 04/14/21 | / | / |
| 22304 | S | 150 JEFF'S TRUCK SERVICE | 11099.50 | 04/14/21 | / | / |
| 22305 | S | 106 RECOLOGY BUTTE COLUSA | 92.72 | 04/14/21 | / | / |
| 22306 | S | 109 SAUERS ENGINEERING INC | 13331.25 | 04/14/21 | / | / |
| 22307 | S | 133 UMPQUA BANK | 1065.47 | 04/14/21 | / | / |
| 22308 | S | 141 VISTA NET, INC. | 305.00 | 04/14/21 | / | / |
| 22309 | S | 151 BIG O TIRES | 1022.57 | 04/22/21 | / | / |
| 22310 | S | 999999 ALFONSO CARRILLO | 41.06 | 04/23/21 | / | / |
| 22311 | S | 7 ALHAMBRA | 69.23 | 04/23/21 | / | / |
| 22312 | S | 11 ANSWERLINE COMMUNICATIONS | 274.15 | 04/23/21 | / | / |
| 22313 | S | 12 AT & T/SBC | 615.49 | 04/23/21 | / | / |
| 22314 | S | 16 BLACK MOUNTAIN SOFTWARE | 1848.00 | 04/23/21 | / | / |
| 22315 | S | 58 HOBBS PEST SOLUTIONS, INC | 62.00 | 04/23/21 | / | / |
| 22316 | S | 60 HUMANA | 488.78 | 04/23/21 | / | / |
| 22317 | S | 63 JAMES J. COX INSURANCE | 44467.00 | 04/23/21 | / | / |
| 22318 | S | 78 MINASIAN LAW FIRM | 1248.00 | 04/23/21 | / | / |
| 22319 | S | 97 PAYGOV.US | 464.80 | 04/23/21 | / | / |
| 22320 | S | 104 R&B COMPANY | 19.57 | 04/23/21 | / | / |
| 22321 | S | 109 SAUERS ENGINEERING INC | 11517.50 | 04/23/21 | / | / |

05/07/21
09:28:57

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Outstanding Check Report
For the Accounting Period: 4/21

Page: 2
Report ID: AP310

Claim Checks

| Check # | Type | Vendor #/Name | Amount | Date Issued | Period | |
|------------------------|------|-------------------------|-----------|-------------|---------------|----------|
| | | | | | Date Redeemed | Redeemed |
| 22322 | S | 115 SOUTH FEATHER WATER | 71.82 | 04/23/21 | / | / |
| 22323 | S | 152 E & M INC. | 645.00 | 04/26/21 | / | / |
| 22324 | S | 17 BLUE SHIELD OF CA | 7095.62 | 04/29/21 | / | / |
| 22325 | S | 32 CA WATER SERVICE | 54.34 | 04/29/21 | / | / |
| 22326 | S | 88 OROVILLE CABLE & | 21.97 | 04/29/21 | / | / |
| 22327 | S | 95 PARAMEX | 75.00 | 04/29/21 | / | / |
| 22328 | S | 115 SOUTH FEATHER WATER | 24.42 | 04/29/21 | / | / |
| 22329 | S | 145 XEROX CORPORATION | 1224.40 | 04/29/21 | / | / |
| 22331 | S | 32 CA WATER SERVICE | 25.55 | 04/29/21 | / | / |
| Total for Claim Checks | | | 515773.35 | | | |
| Count for Claim Checks | | | 61 | | | |

05/07/21
09:28:57

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Fund Summary for Outstanding Claim Checks
For the Accounting Period: 4/21

Page: 3
Report ID: AP110

| Fund/Account | Amount |
|--------------------------------------|---------------------|
| 53 Sewer | |
| 10001 Five Star Bank - General Acct. | \$515,773.35 |
| | Total: \$515,773.35 |

| Check # | Payee #/Name | Check Amount | Date Issued | Period Redeemed |
|---------|------------------------|--------------|-------------|-----------------|
| 88000 | * 2 ROBERT L BRODERSON | 1726.53 | 04/15/21 | _____ |
| 88001 | 4 KELLY J HAMBLIN | 1376.72 | 04/15/21 | _____ |
| 88002 | 5 DARIN K KAHALEKULU | 1779.13 | 04/15/21 | _____ |
| 88003 | 14 LEVI M TOMLINSON | 1920.53 | 04/15/21 | _____ |
| 88004 | 2 ROBERT L BRODERSON | 1668.20 | 04/30/21 | _____ |
| 88005 | 6 DEE G FAIRBANKS | 364.60 | 04/30/21 | _____ |
| 88006 | 4 KELLY J HAMBLIN | 1376.72 | 04/30/21 | _____ |
| 88007 | 5 DARIN K KAHALEKULU | 1779.12 | 04/30/21 | _____ |
| 88008 | 15 SHAWN PETERSON | 1337.06 | 04/30/21 | _____ |
| 88009 | 13 WILLIAM P SHARMAN | 364.60 | 04/30/21 | _____ |
| 88010 | 14 LEVI M TOMLINSON | 1883.82 | 04/30/21 | _____ |
| 88011 | AFLAC 125 AFLAC | 219.58 | 05/05/21 | _____ |

* denotes missing check number(s)

| | | | |
|--------------|----|--------|----------|
| # of Checks: | 12 | Total: | 15796.61 |
|--------------|----|--------|----------|

| Check # | Payee #/Name | Check Amount | Date Issued | Period Redeemed |
|---------|-----------------------------------|--------------|-------------|-----------------|
| -89975 | 10 SCOTT A MCCUTCHEON | 2427.99 | 04/19/21 | 4/21 |
| -89974 | 11 ANNELYN A RACKLEY | 491.27 | 04/19/21 | 4/21 |
| -89973 | 12 DAN W SANDERS | 2122.89 | 04/19/21 | 4/21 |
| -89972 | CAL 457 FLAT CAL 457 | 1712.91 | 04/16/21 | 4/21 |
| -89971 | PERS CLASS CAL PERS CLASSIC | 1413.66 | 04/16/21 | 4/21 |
| -89970 | PEPRA CAL PERS PEPRA | 1512.96 | 04/16/21 | 4/21 |
| -89969 | CA TRAIN (ETT) EDD | 818.71 | 04/16/21 | 4/21 |
| -89968 | FIT EFTPS | 4319.49 | 04/16/21 | 4/21 |
| -89967 | HEALTH INS LAKE OROVILLE AREA PUD | 4236.05 | 04/15/21 | 4/21 |
| -89966 | AD&D LOPUD | 316.36 | 04/15/21 | 4/21 |
| -89965 | 8 LARRY E KUEHNER | 357.52 | 05/03/21 | 4/21 |
| -89964 | 9 ANGELA D MASTELOTTO | 364.60 | 05/03/21 | 4/21 |
| -89963 | 10 SCOTT A MCCUTCHEON | 2427.99 | 05/03/21 | 4/21 |
| -89962 | 11 ANNELYN A RACKLEY | 440.24 | 05/03/21 | 4/21 |
| -89961 | 12 DAN W SANDERS | 2122.88 | 05/03/21 | 4/21 |
| -89960 | CAL 457 FLAT CAL 457 | 1772.64 | 05/03/21 | 4/21 |
| -89959 | PERS CLASS CAL PERS CLASSIC | 1413.68 | 05/03/21 | 4/21 |
| -89958 | PEPRA CAL PERS PEPRA | 1751.79 | 05/03/21 | 4/21 |
| -89957 | CA TRAIN (ETT) EDD | 917.46 | 05/03/21 | 4/21 |
| -89956 | FIT EFTPS | 4765.32 | 05/03/21 | 4/21 |

* denotes missing check number(s)

| | | | | | |
|--------------|----|--------|----------|------------------------|-----------|
| # of Checks: | 20 | Total: | 35706.41 | Electronic Checks: | 35,706.41 |
| | | | | Non-electronic Checks: | 0.00 |

| Check # | Payee #/Name | Check Amount | Date Issued | Period Redeemed |
|---------|------------------------|--------------|-------------|-----------------|
| 22281 | * 2 ROBERT L BRODERSON | 1759.49 | 03/31/21 | _____ |
| 22282 | 3 TYLER W CHRISTENSEN | 1301.67 | 03/31/21 | _____ |
| 22283 | 6 DEE G FAIRBANKS | 364.60 | 03/31/21 | _____ |
| 22284 | 4 KELLY J HAMBLIN | 1376.72 | 03/31/21 | _____ |
| 22285 | 5 DARIN K KAHALEKULU | 1779.12 | 03/31/21 | _____ |
| 22286 | 13 WILLIAM P SHARMAN | 364.60 | 03/31/21 | _____ |
| 22287 | 14 LEVI M TOMLINSON | 2110.81 | 03/31/21 | _____ |
| 22288 | 3 TYLER W CHRISTENSEN | 851.82 | 03/31/21 | _____ |
| 22301 | * AFLAC 125 AFLAC | 219.58 | 04/08/21 | _____ |
| 88000 | * 2 ROBERT L BRODERSON | 1726.53 | 04/15/21 | _____ |
| 88001 | 4 KELLY J HAMBLIN | 1376.72 | 04/15/21 | _____ |
| 88002 | 5 DARIN K KAHALEKULU | 1779.13 | 04/15/21 | _____ |
| 88003 | 14 LEVI M TOMLINSON | 1920.53 | 04/15/21 | _____ |
| 88004 | 2 ROBERT L BRODERSON | 1668.20 | 04/30/21 | _____ |
| 88005 | 6 DEE G FAIRBANKS | 364.60 | 04/30/21 | _____ |
| 88006 | 4 KELLY J HAMBLIN | 1376.72 | 04/30/21 | _____ |
| 88007 | 5 DARIN K KAHALEKULU | 1779.12 | 04/30/21 | _____ |
| 88008 | 15 SHAWN PETERSON | 1337.06 | 04/30/21 | _____ |
| 88009 | 13 WILLIAM P SHARMAN | 364.60 | 04/30/21 | _____ |
| 88010 | 14 LEVI M TOMLINSON | 1883.82 | 04/30/21 | _____ |
| 88011 | AFLAC 125 AFLAC | 219.58 | 05/05/21 | _____ |

* denotes missing check number(s)

of Checks: 21 Total: 25925.02

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Trial Balance
For the Accounting Period: 4 / 21

53 Sewer

| Account | Beginning | Debit | Credit | Net Change | Ending Balance |
|---|------------------|------------|--------------|-------------|------------------|
| ASSETS | | | | | |
| 10001 Five Star Bank - General Acct. | 302,740.71 | 631,518.32 | 140,162.33 | 491,355.99 | 794,096.70 |
| 10021 Five Star USDA | 67,042.71 | 5.51 | 0.00 | 5.51 | 67,048.22 |
| 10031 Five Star Money Market | 555,562.84 | 168.37 | 0.00 | 168.37 | 555,731.21 |
| 10400 LAIF 10401 Series A Bond Debt Res | 2,803,628.27 | 0.00 | 0.00 | 0.00 | 2,803,628.27 |
| 10500 Petty Cash | 500.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 11050 Acct Receivable-Sewer Service | 1,015,221.08 | 17,855.42 | 620,847.52 (| 602,992.10) | 412,228.98 |
| 11051 Accounts Receivable Other | 1,268.90 | 4,777.00 | 5,084.34 (| 307.34) | 961.56 |
| 11056 Accounts Receivable: Butte Cnty Tre | 114,975.90 | 0.00 | 0.00 | 0.00 | 114,975.90 |
| 11060 Accrued Interest Receivable | 9,390.53 | 0.00 | 0.00 | 0.00 | 9,390.53 |
| 11120 Inventory | 15,599.45 | 0.00 | 0.00 | 0.00 | 15,599.45 |
| 11140 Prepaid Expenses | 18,483.01 | 44,467.00 | 0.00 | 44,467.00 | 62,950.01 |
| 11150 Prepaid Health Insurance | (1,297.18) | 7,095.62 | 4,236.05 | 2,859.57 | 1,562.39 |
| 11155 Prepaid Dental/Life/AD&D | (104.80) | 488.78 | 316.36 | 172.42 | 67.62 |
| 12010 Land | 107,174.17 | 0.00 | 0.00 | 0.00 | 107,174.17 |
| 12015 Work in Progress | 84,791.54 | 0.00 | 0.00 | 0.00 | 84,791.54 |
| 12020 Subsurface Lines | 13,702,512.64 | 0.00 | 0.00 | 0.00 | 13,702,512.64 |
| 12030 Villa Verona Project 1991 | 163,196.80 | 0.00 | 0.00 | 0.00 | 163,196.80 |
| 12040 Sewage Collection Facilities | 581,252.11 | 0.00 | 0.00 | 0.00 | 581,252.11 |
| 12080 General Plant | 4,100,046.98 | 0.00 | 0.00 | 0.00 | 4,100,046.98 |
| 12101 Vila Verona Tank Removals | 3,774,204.07 | 0.00 | 0.00 | 0.00 | 3,774,204.07 |
| 12102 Lower Wy Improvement District | 79,368.26 | 0.00 | 0.00 | 0.00 | 79,368.26 |
| 12110 Allowance for Depreciation | (13,920,026.73) | 0.00 | 47,000.00 (| 47,000.00) | (13,967,026.73) |
| 13030 Investment in SC-OR | 41,982.33 | 0.00 | 0.00 | 0.00 | 41,982.33 |
| 18000 Deferred Outflows | 451,910.21 | 0.00 | 0.00 | 0.00 | 451,910.21 |
| Total ASSETS | 14,069,423.80 | 706,376.02 | 817,646.60 (| 111,270.58) | 13,958,153.22 |
| LIABILITIES AND FUND EQUITY | | | | | |
| 21020 Accounts Payable | 16,290.25 | 113,877.34 | 97,847.09 (| 16,030.25) | 260.00 |
| 21021 CONVERSION Account Payable | 17,984.95 | 2,291.63 | 0.00 (| 2,291.63) | 15,693.32 |
| 21022 SC-OR Service Pass-Thru | 896.49 | 0.00 | 156.88 | 156.88 | 1,053.37 |
| 21091 Accrued Vacation & Sick Leave | 101,420.37 | 0.00 | 0.00 | 0.00 | 101,420.37 |
| 21104 State Income Tax Withholding | (181.40) | 0.00 | 0.00 | 0.00 | (181.40) |
| 21105 CA Disability | (133.78) | 0.00 | 0.00 | 0.00 | (133.78) |
| 21198 CONVERSION Aflac Pre-Tax 125 | 216.94 | 0.00 | 0.00 | 0.00 | 216.94 |
| 21199 CONVERSION Aflac After Tax | 133.78 | 0.00 | 0.00 | 0.00 | 133.78 |
| 21200 Employee PERS Contribution | (0.03) | 0.00 | 0.00 | 0.00 | (0.03) |
| 21201 PERS Employer Contribution | 0.01 | 0.00 | 0.00 | 0.00 | 0.01 |
| 23025 Adv on Exp-Ashlock Project | 290.83 | 0.00 | 0.00 | 0.00 | 290.83 |
| 23026 Adv on Exp-Berry Creek Development | 1,620.00 | 0.00 | 0.00 | 0.00 | 1,620.00 |
| 23028 Adv on Exp-Feather Falls Mini Mart | 675.00 | 0.00 | 0.00 | 0.00 | 675.00 |
| 23029 Adv on Exp-Lazzareschi Annexation | (1,270.00) | 0.00 | 0.00 | 0.00 | (1,270.00) |
| 24000 Loan Payable-USDA Rural Dev | 2,480,000.00 | 0.00 | 0.00 | 0.00 | 2,480,000.00 |
| 24005 Interest Payable-Bonds | 52,700.00 | 0.00 | 0.00 | 0.00 | 52,700.00 |

53 Sewer

| Account | Beginning | Debit | Credit | Net Change | Ending Balance |
|--|----------------------|-------------------|---------------------|--------------------|----------------------|
| 25000 Net Pension Liability | 1,484,215.00 | 0.00 | 0.00 | 0.00 | 1,484,215.00 |
| 25001 Deferred Inflows of Resources | 75,399.00 | 0.00 | 0.00 | 0.00 | 75,399.00 |
| 29022 Invested in Capital Assets | 6,615,519.84 | 0.00 | 0.00 | 0.00 | 6,615,519.84 |
| 29027 Resserve-RDA Surcharge | 286,726.46 | 0.00 | 0.00 | 0.00 | 286,726.46 |
| 29029 Reserve-Capacity Charges | 1,316,271.83 | 0.00 | 0.00 | 0.00 | 1,316,271.83 |
| 29030 Capital Fund-Retained Earnings | 1,706,209.53 | 0.00 | 0.00 | 0.00 | 1,706,209.53 |
| 29800 Net Income - Current Year | (84,992.27) | 116,814.50 | 23,708.92 (| 93,105.58) | (178,097.85) |
| 29999 Conversion Balancing | (569.00) | 0.00 | 0.00 | 0.00 | (569.00) |
| Total LIABILITIES AND FUND EQUITY | 14,069,423.80 | 232,983.47 | 121,712.89 (| 111,270.58) | 13,958,153.22 |

71 Payroll Clearing

| Account | Beginning | Debit | Credit | Net Change | Ending Balance |
|--------------------------------------|-----------|-----------|-----------|------------|----------------|
| ASSETS | | | | | |
| 10001 Five Star Bank - General Acct. | 10,128.41 | 26,284.99 | 19,372.29 | 6,912.70 | 17,041.11 |
| Total ASSETS | 10,128.41 | 26,284.99 | 19,372.29 | 6,912.70 | 17,041.11 |
| LIABILITIES AND FUND EQUITY | | | | | |
| 21010 Checks Payable | 10,128.41 | 0.00 | 6,802.91 | 6,802.91 | 16,931.32 |
| 21101 Federal Withholding | 0.00 | 1,541.15 | 1,541.15 | 0.00 | 0.00 |
| 21102 Medicare Withholding | 0.00 | 526.62 | 526.62 | 0.00 | 0.00 |
| 21103 Social Security Withholding | 0.00 | 2,251.72 | 2,251.72 | 0.00 | 0.00 |
| 21104 State Income Tax Withholding | 0.00 | 591.63 | 591.63 | 0.00 | 0.00 |
| 21105 CA Disability | 0.00 | 217.92 | 217.92 | 0.00 | 0.00 |
| 21106 CA Employment Training | 0.00 | 0.57 | 0.57 | 0.00 | 0.00 |
| 21107 Unemployment Payable | 0.00 | 8.59 | 8.59 | 0.00 | 0.00 |
| 21111 Health Ins Payable | 0.00 | 4,236.05 | 4,236.05 | 0.00 | 0.00 |
| 21112 Dental Ins Payable | 0.00 | 283.50 | 283.50 | 0.00 | 0.00 |
| 21115 Life & AD Ins Payable | 0.00 | 32.86 | 32.86 | 0.00 | 0.00 |
| 21121 PERS Classic Payable | 0.00 | 1,413.66 | 1,413.66 | 0.00 | 0.00 |
| 21122 PERS PEPRP Payable | 0.00 | 1,512.96 | 1,512.96 | 0.00 | 0.00 |
| 21124 CalPERS 457 Payable | 0.00 | 1,712.91 | 1,712.91 | 0.00 | 0.00 |
| 21131 AFLAC PreTax Payable | 0.00 | 0.00 | 109.79 | 109.79 | 109.79 |
| Total LIABILITIES AND FUND EQUITY | 10,128.41 | 14,330.14 | 21,242.84 | 6,912.70 | 17,041.11 |

73 Claims Clearing

| Account | Beginning | Debit | Credit | Net Change | Ending Balance |
|--------------------------------------|------------|------------|------------|------------|----------------|
| ASSETS | | | | | |
| 10001 Five Star Bank - General Acct. | 415,469.69 | 113,877.34 | 13,573.68 | 100,303.66 | 515,773.35 |
| Total ASSETS | 415,469.69 | 113,877.34 | 13,573.68 | 100,303.66 | 515,773.35 |
| LIABILITIES AND FUND EQUITY | | | | | |
| 21010 Checks Payable | 415,469.69 | 13,573.68 | 113,877.34 | 100,303.66 | 515,773.35 |
| Total LIABILITIES AND FUND EQUITY | 415,469.69 | 13,573.68 | 113,877.34 | 100,303.66 | 515,773.35 |

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Cash Report
For the Accounting Period: 4/21

| Fund/Account | Beginning Balance | Received | Transfers In | Disbursed | Transfers Out | Ending Balance |
|--------------------------------------|-------------------|------------|--------------|-----------|---------------|----------------|
| 53 Sewer | | | | | | |
| 10001 Five Star Bank - General Acct. | 302,740.71 | 626,965.91 | 0.00 | 0.00 | 135,609.92 | 794,096.70 |
| 10021 Five Star USDA | 67,042.71 | 5.51 | 0.00 | 0.00 | 0.00 | 67,048.22 |
| 10031 Five Star Money Market | 555,562.84 | 168.37 | 0.00 | 0.00 | 0.00 | 555,731.21 |
| Total Fund | 925,346.26 | 627,139.79 | | | 135,609.92 | 1,416,876.13 |
| 71 Payroll Clearing | | | | | | |
| 10001 Five Star Bank - General Acct. | 10,128.41 | 0.00 | 26,284.99 | 19,372.29 | 0.00 | 17,041.11 |
| 73 Claims Clearing | | | | | | |
| 10001 Five Star Bank - General Acct. | 415,469.69 | 0.00 | 113,877.34 | 13,573.68 | 0.00 | 515,773.35 |
| Totals | 1,350,944.36 | 627,139.79 | 140,162.33 | 32,945.97 | 135,609.92 | 1,949,690.59 |

*** 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.

53 Sewer

| Account | Object | Committed Current Month | Committed YTD | Original Appropriation | Current Appropriation | Available Appropriation | % Committed |
|-------------------------|------------------------------|----------------------------|------------------|---------------------------|--------------------------|----------------------------|----------------|
| 51000 Administration | | | | | | | |
| 51000 Administration | | | | | | | |
| 60100 | Salaries & Wages | 9,393.45 | 197,728.62 | 245,834.00 | 245,834.00 | 48,105.38 | 80 % |
| 60200 | Sick Time Buy Back | 0.00 | 6,354.63 | 3,000.00 | 3,000.00 | -3,354.63 | 212 % |
| 60901 | COVID19 Salaries & Wages | 0.00 | 1,777.33 | 0.00 | 0.00 | -1,777.33 | % |
| 62100 | Health Insurance | 2,507.38 | 60,278.69 | 68,950.00 | 68,950.00 | 8,671.31 | 87 % |
| 62200 | Dental Insurance | 151.08 | 2,907.81 | 3,950.00 | 3,950.00 | 1,042.19 | 74 % |
| 62250 | Life Insurance | 16.43 | 322.16 | 438.00 | 438.00 | 115.84 | 74 % |
| 62300 | Vision Insurance | 0.00 | 1,266.39 | 3,168.00 | 3,168.00 | 1,901.61 | 40 % |
| 62400 | Deferred Comp 457 | 187.88 | 4,072.84 | 4,913.00 | 4,913.00 | 840.16 | 83 % |
| 62450 | CALPERS Contribution | 12,137.42 | 86,334.86 | 77,140.00 | 77,140.00 | -9,194.86 | 112 % |
| 62500 | Workers Comp Ins. | 0.00 | 2,490.08 | 4,746.00 | 4,746.00 | 2,255.92 | 52 % |
| 62550 | Payroll Taxes/Ins. | 715.70 | 33,409.72 | 53,774.00 | 53,774.00 | 20,364.28 | 62 % |
| 65100 | Office Utilities | 190.64 | 11,576.10 | 18,540.00 | 18,540.00 | 6,963.90 | 62 % |
| 66100 | Office Supplies | 334.86 | 10,629.50 | 18,000.00 | 18,000.00 | 7,370.50 | 59 % |
| 66150 | Office Equipment | 1,224.40 | 5,612.20 | 45,900.00 | 45,900.00 | 40,287.80 | 12 % |
| | Account Total: | 26,859.24 | 424,760.93 | 548,353.00 | 548,353.00 | 123,592.07 | 77 % |
| 51100 Director | | | | | | | |
| 60100 | Salaries & Wages | 0.00 | 17,600.00 | 24,000.00 | 24,000.00 | 6,400.00 | 73 % |
| 62300 | Vision Insurance | 0.00 | 809.03 | 5,004.00 | 5,004.00 | 4,194.97 | 16 % |
| 62550 | Payroll Taxes/Ins. | 0.00 | 148.00 | 0.00 | 0.00 | -148.00 | % |
| | Account Total: | 0.00 | 18,557.03 | 29,004.00 | 29,004.00 | 10,446.97 | 64 % |
| | Account Group Total: | 26,859.24 | 443,317.96 | 577,357.00 | 577,357.00 | 134,039.04 | 77 % |
| 57000 General Operating | | | | | | | |
| 57000 General Operating | | | | | | | |
| 64100 | Engineering Services | 2,392.50 | 23,035.50 | 54,000.00 | 54,000.00 | 30,964.50 | 43 % |
| 64150 | Legal Services | 1,248.00 | 13,379.54 | 24,000.00 | 24,000.00 | 10,620.46 | 56 % |
| 64200 | Accounting/Audit Services | 0.00 | 20,010.00 | 19,600.00 | 19,600.00 | -410.00 | 102 % |
| 64250 | Insurance | 0.00 | 28,499.36 | 43,000.00 | 43,000.00 | 14,500.64 | 66 % |
| 64300 | Software Maintenance/Support | 1,200.50 | 27,762.43 | 32,200.00 | 32,200.00 | 4,437.57 | 86 % |
| 66100 | Office Supplies | 0.00 | 135.00 | 0.00 | 0.00 | -135.00 | % |
| 66350 | Services & Supplies Other | 1,135.95 | 6,708.67 | 7,200.00 | 7,200.00 | 491.33 | 93 % |
| 67100 | Education & Training | 235.00 | 2,286.81 | 12,000.00 | 12,000.00 | 9,713.19 | 19 % |
| 67150 | Membership/Subscriptions | 595.61 | 7,517.55 | 9,700.00 | 9,700.00 | 2,182.45 | 78 % |
| 67200 | Rents/Leases/Licenses | 0.00 | 1,000.00 | 3,750.00 | 3,750.00 | 2,750.00 | 27 % |
| 67250 | Travel & Entertainment | 0.00 | 0.00 | 3,000.00 | 3,000.00 | 3,000.00 | % |
| 67300 | Elections | 0.00 | 605.61 | 25,000.00 | 25,000.00 | 24,394.39 | 2 % |
| 67350 | Bank/Payment Collection Fees | 0.00 | 3,951.02 | 9,600.00 | 9,600.00 | 5,648.98 | 41 % |
| 67400 | Safety Training | 0.00 | 97.41 | 6,000.00 | 6,000.00 | 5,902.59 | 2 % |
| 67600 | Changed to 67350 | 0.00 | 300.00 | 1,200.00 | 1,200.00 | 900.00 | 25 % |
| | Account Total: | 6,807.56 | 135,288.90 | 250,250.00 | 250,250.00 | 114,961.10 | 54 % |
| | Account Group Total: | 6,807.56 | 135,288.90 | 250,250.00 | 250,250.00 | 114,961.10 | 54 % |
| 58000 Field | | | | | | | |

53 Sewer

| Account | Object | Committed Current Month | Committed YTD | Original Appropriation | Current Appropriation | Available Appropriation | % Committed |
|-------------|--------------------------------|----------------------------|------------------|---------------------------|--------------------------|----------------------------|----------------|
| 58000 Field | | | | | | | |
| 60100 | Salaries & Wages | 8,778.21 | 187,663.33 | 308,085.00 | 308,085.00 | 120,421.67 | 61 % |
| 60110 | I & I Wages | 0.00 | 12,113.39 | 0.00 | 0.00 | -12,113.39 | % |
| 60200 | Sick Time Buy Back | 0.00 | 3,691.03 | 3,000.00 | 3,000.00 | -691.03 | 123 % |
| 60901 | COVID19 Salaries & Wages | 0.00 | 3,122.82 | 0.00 | 0.00 | -3,122.82 | % |
| 61150 | Standby Wages | 275.00 | 4,925.00 | 6,525.00 | 6,525.00 | 1,600.00 | 75 % |
| 61200 | Regular Overtime Wages | 0.00 | 12,047.12 | 17,722.00 | 17,722.00 | 5,674.88 | 68 % |
| 61250 | Call-Out Overtime Wages | 0.00 | 1,817.24 | 7,680.00 | 7,680.00 | 5,862.76 | 24 % |
| 61350 | Villa Verona O&M Wages | 0.00 | 6,386.49 | 0.00 | 0.00 | -6,386.49 | % |
| 61900 | PSPS Salaries & Wages | 0.00 | 3,137.36 | 0.00 | 0.00 | -3,137.36 | % |
| 62100 | Health Insurance | 1,528.63 | 59,249.97 | 79,680.00 | 79,680.00 | 20,430.03 | 74 % |
| 62200 | Dental Insurance | 132.42 | 4,061.94 | 5,904.00 | 5,904.00 | 1,842.06 | 69 % |
| 62250 | Life Insurance | 16.43 | 442.96 | 672.00 | 672.00 | 229.04 | 66 % |
| 62300 | Vision Insurance | 0.00 | 705.14 | 5,004.00 | 5,004.00 | 4,298.86 | 14 % |
| 62400 | Deferred Comp 457 | 181.06 | 4,742.60 | 6,648.00 | 6,648.00 | 1,905.40 | 71 % |
| 62450 | CALPERS Contribution | 863.32 | 68,235.28 | 101,571.00 | 101,571.00 | 33,335.72 | 67 % |
| 62500 | Workers Comp Ins. | 0.00 | 19,372.97 | 32,652.00 | 32,652.00 | 13,279.03 | 59 % |
| 62550 | Payroll Taxes/Ins. | 682.63 | 2,503.97 | 0.00 | 0.00 | -2,503.97 | % |
| 63500 | Boots and Uniforms | 0.00 | 1,441.53 | 5,004.00 | 5,004.00 | 3,562.47 | 29 % |
| 65150 | Shop/Yard Utilities | 25.65 | 5,255.23 | 9,888.00 | 9,888.00 | 4,632.77 | 53 % |
| 65200 | Hanging Tree P/S-Utilities | 129.70 | 13,249.25 | 16,068.00 | 16,068.00 | 2,818.75 | 82 % |
| 65250 | Heritage P/S-Utilities | 0.00 | 477.12 | 552.00 | 552.00 | 74.88 | 86 % |
| 65300 | L1 P/S-Utilities | 90.19 | 3,669.15 | 4,692.00 | 4,692.00 | 1,022.85 | 78 % |
| 65350 | L2 P/S-Utilities | 90.19 | 8,970.54 | 12,360.00 | 12,360.00 | 3,389.46 | 73 % |
| 65400 | L3 P/S-Utilities | 90.19 | 3,173.23 | 3,960.00 | 3,960.00 | 786.77 | 80 % |
| 65450 | Mooretown P/S-007760-00 | 93.65 | 7,420.97 | 9,888.00 | 9,888.00 | 2,467.03 | 75 % |
| 65500 | Las Plumas P/S-Utilities | 0.00 | 345.64 | 492.00 | 492.00 | 146.36 | 70 % |
| 65550 | Royal Oaks P/S-Utilities | 93.87 | 3,058.01 | 4,200.00 | 4,200.00 | 1,141.99 | 73 % |
| 65600 | Vista Del Cerro P/S-Utilities | 123.94 | 3,073.71 | 3,960.00 | 3,960.00 | 886.29 | 78 % |
| 65650 | Villa Verona Exp-Utilities | 0.00 | 7,950.57 | 9,888.00 | 9,888.00 | 1,937.43 | 80 % |
| 66200 | Building Repairs & Maint | 0.00 | 2,945.96 | 14,000.00 | 14,000.00 | 11,054.04 | 21 % |
| 66250 | Small Tools Consumables | 21.97 | 1,893.17 | 15,095.00 | 15,095.00 | 13,201.83 | 13 % |
| 66300 | Safety Supplies | 0.00 | 3,116.34 | 6,000.00 | 6,000.00 | 2,883.66 | 52 % |
| 67450 | Environmental | 0.00 | 2,848.00 | 3,050.00 | 3,050.00 | 202.00 | 93 % |
| 67500 | Permits | 0.00 | 4,967.75 | 7,500.00 | 7,500.00 | 2,532.25 | 66 % |
| 67550 | LAFCo Operating Fees | 0.00 | 2,300.40 | 1,900.00 | 1,900.00 | -400.40 | 121 % |
| 68100 | Routine Operations & Maint | 0.00 | 1,169.06 | 9,000.00 | 9,000.00 | 7,830.94 | 13 % |
| 68150 | I & I Operations & Maintenance | 19.57 | 2,061.91 | 43,200.00 | 43,200.00 | 41,138.09 | 5 % |
| 68200 | Hanging Tree P/S Op & Maint | 0.00 | 7,713.92 | 10,710.00 | 10,710.00 | 2,996.08 | 72 % |
| 68250 | Heritage P/S Op & Maint | 0.00 | 1,683.68 | 1,825.00 | 1,825.00 | 141.32 | 92 % |
| 68300 | L1 P/S Op & Maint | 0.00 | 277.86 | 3,475.00 | 3,475.00 | 3,197.14 | 8 % |
| 68350 | L2 P/SOP & Maint | 0.00 | 4,898.13 | 12,375.00 | 12,375.00 | 7,476.87 | 40 % |
| 68400 | L3 P/S Op & Maint | 0.00 | 0.00 | 3,175.00 | 3,175.00 | 3,175.00 | % |
| 68450 | Mooretown P/S Op & Maint | 0.00 | 33.11 | 1,500.00 | 1,500.00 | 1,466.89 | 2 % |
| 68500 | Las Plumas P/S - Op & Maint | 0.00 | 0.00 | 675.00 | 675.00 | 675.00 | % |
| 68550 | Royal Oaks P/S-Op & Maint | 0.00 | 0.00 | 10,200.00 | 10,200.00 | 10,200.00 | % |
| 68600 | Vista Del Cerro P/S-Op & Maint | 0.00 | 56.24 | 4,700.00 | 4,700.00 | 4,643.76 | 1 % |
| 68650 | VV Operations & Maintenance | 0.00 | 2,237.40 | 4,800.00 | 4,800.00 | 2,562.60 | 47 % |
| 68900 | PSPS Operations & Maintenance | 0.00 | 1,022.42 | 0.00 | 0.00 | -1,022.42 | % |
| 68901 | COVID19 Operations & Maint | 0.00 | 10,355.16 | 0.00 | 0.00 | -10,355.16 | % |
| 69100 | Diesel Fuel | 0.00 | 7,219.94 | 21,600.00 | 21,600.00 | 14,380.06 | 33 % |

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 4 / 21

53 Sewer

| Account | Object | Committed Current Month | Committed YTD | Original Appropriation | Current Appropriation | Available Appropriation | % Committed | |
|---------|---------------------------------|----------------------------|------------------|---------------------------|--------------------------|----------------------------|----------------|------|
| 69150 | Gasoline | 0.00 | 5,922.90 | 14,400.00 | 14,400.00 | 8,477.10 | 41 % | |
| 69200 | Oils & Grease | 0.00 | 965.78 | 1,200.00 | 1,200.00 | 234.22 | 80 % | |
| 69250 | Mobile Equipment Repairs | 0.00 | 1,355.08 | 8,700.00 | 8,700.00 | 7,344.92 | 16 % | |
| 69300 | Auto Repairs | 1,022.57 | 7,140.42 | 9,600.00 | 9,600.00 | 2,459.58 | 74 % | |
| | Account Total: | 14,259.19 | 524,488.19 | 864,775.00 | 864,775.00 | 340,286.81 | 61 % | |
| | Account Group Total: | 14,259.19 | 524,488.19 | 864,775.00 | 864,775.00 | 340,286.81 | 61 % | |
| 81000 | Capital Outlay | | | | | | | |
| 81000 | Capital Outlay | | | | | | | |
| 81104 | Las Plumas Lift Station Prelim | 9,125.00 | 110,436.59 | 100,000.00 | 100,000.00 | -10,436.59 | 110 % | |
| 81110 | Equipment Purchase | 11,099.50 | 82,207.41 | 81,803.00 | 81,803.00 | -404.41 | 100 % | |
| 81112 | Master Plan Update | 0.00 | 30,831.25 | 0.00 | 0.00 | -30,831.25 | % | |
| 81114 | SSMP - Sewer System Management | 0.00 | 975.00 | 0.00 | 0.00 | -975.00 | % | |
| 81120 | Capitalized Expenditure - Other | 1,597.50 | 11,875.00 | 7,090.00 | 7,090.00 | -4,785.00 | 167 % | |
| 81200 | District Projects-CIP | 0.00 | 0.00 | 457,780.00 | 457,780.00 | 457,780.00 | % | |
| | Account Total: | 21,822.00 | 236,325.25 | 646,673.00 | 646,673.00 | 410,347.75 | 37 % | |
| | Account Group Total: | 21,822.00 | 236,325.25 | 646,673.00 | 646,673.00 | 410,347.75 | 37 % | |
| 85000 | Debt Service | | | | | | | |
| 85000 | Debt Service | | | | | | | |
| 85200 | Loan Principal | 0.00 | 60,000.00 | 60,000.00 | 60,000.00 | 0.00 | 100 % | |
| 85250 | Loan Interest Expense | 0.00 | 104,125.00 | 104,125.00 | 104,125.00 | 0.00 | 100 % | |
| | Account Total: | 0.00 | 164,125.00 | 164,125.00 | 164,125.00 | 0.00 | 100 % | |
| | Account Group Total: | 0.00 | 164,125.00 | 164,125.00 | 164,125.00 | 0.00 | 100 % | |
| 87000 | Other Expense | | | | | | | |
| 87000 | Other Expense | | | | | | | |
| 74400 | Depreciation | 47,000.00 | 470,000.00 | 564,000.00 | 564,000.00 | 94,000.00 | 83 % | |
| 87500 | Bad Debt | 0.00 | 644.37 | 0.00 | 0.00 | -644.37 | % | |
| | Account Total: | 47,000.00 | 470,644.37 | 564,000.00 | 564,000.00 | 93,355.63 | 83 % | |
| | Account Group Total: | 47,000.00 | 470,644.37 | 564,000.00 | 564,000.00 | 93,355.63 | 83 % | |
| | Fund Total: | 116,747.99 | 1,974,189.67 | 3,067,180.00 | 3,067,180.00 | 1,092,990.33 | 64 % | |
| | Grand Total: | 116,747.99 | 0.00 | 1,974,189.67 | 3,067,180.00 | 3,067,180.00 | 1,092,990.33 | 64 % |

53 Sewer

| Account | Received | | Estimated Revenue | Revenue | | % Received |
|---------------------------------------|---------------|--------------|-------------------|----------------|--|------------|
| | Current Month | Received YTD | | To Be Received | | |
| 41000 Charges for Services | | | | | | |
| 41100 Sewer Service Charge | 367.70 | 1,137,958.35 | 1,518,420.00 | 380,461.65 | | 75 % |
| 41150 Pumping Charge | 17.55 | 95,485.49 | 128,088.00 | 32,602.51 | | 75 % |
| 41200 Kelly Ridge Pumping Chg (Taxes) | 0.00 | 25,111.35 | 45,000.00 | 19,888.65 | | 56 % |
| 41300 Connection Fee | 0.00 | -883.05 | 0.00 | 883.05 | | ** % |
| 41350 Other Services | 0.00 | 33.70 | 0.00 | -33.70 | | ** % |
| 41400 Sales | 0.00 | 10.90 | 0.00 | -10.90 | | ** % |
| Account Group Total: | 385.25 | 1,257,716.74 | 1,691,508.00 | 433,791.26 | | 74 % |
| 47000 Miscellaneous Revenue | | | | | | |
| 47100 Capacity Charge | 4,777.00 | 4,777.00 | 0.00 | -4,777.00 | | ** % |
| 47150 Sewer Service Late Fees | 17,223.23 | 43,296.99 | 0.00 | -43,296.99 | | ** % |
| 47200 Interest | 244.86 | 13,766.33 | 25,498.00 | 11,731.67 | | 54 % |
| 47250 RD Surcharge | 49.00 | 271,347.30 | 362,148.00 | 90,800.70 | | 75 % |
| 47350 Current Sec Taxes | 0.00 | 177,268.31 | 230,000.00 | 52,731.69 | | 77 % |
| 47400 Current Unsec Tax | 198.37 | 16,043.92 | 12,000.00 | -4,043.92 | | 134 % |
| 47420 PRIOR SECURED TAXES | 108.12 | 108.12 | 0.00 | -108.12 | | ** % |
| 47450 Prior Unsec Tax | 10.80 | 836.23 | 0.00 | -836.23 | | ** % |
| 47475 SUPPLEMENTAL APPORTIONMENT | 645.78 | 645.78 | 0.00 | -645.78 | | ** % |
| 47500 Other Taxes | 0.00 | 2,779.74 | 3,600.00 | 820.26 | | 77 % |
| Account Group Total: | 23,257.16 | 530,869.72 | 633,246.00 | 102,376.28 | | 84 % |
| 49000 Other Income | | | | | | |
| 49000 Other Income | 0.00 | 7,505.36 | 0.00 | -7,505.36 | | ** % |
| Account Group Total: | 0.00 | 7,505.36 | 0.00 | -7,505.36 | | ** % |
| Fund Total: | 23,642.41 | 1,796,091.82 | 2,324,754.00 | 528,662.18 | | 77 % |
| Grand Total: | 23,642.41 | 1,796,091.82 | 2,324,754.00 | 528,662.18 | | 77 % |



Manager's Report

To: Board of Directors

From: Scott McCutcheon, General Manager

Date: May 11, 2021

RE: Item No. 7 – Items Removed From Consent Agenda



Manager's Report

To: Board of Directors

From: Scott McCutcheon, General Manager

Date: May 11, 2021

RE: Item No. 8— Appointment of SC-OR Commissioner for Remainder of the 2020/2021 Appointment

Normally, in June of each year, the District Board President appoints two Directors to represent the District on the SC-OR Commission. Director Kuehner has resigned from the SC-OR Commission effective April 30, 2021. Director Fairbanks was designated the non-voting member in June and will move into the voting position. The President will appoint a non-voting commissioner to replace Director Kuehner.

Recommended Action: President Sharman will appoint one Director to replace Director Kuehner as a non-voting SC-OR Commissioner to represent the District for the remainder of 2020/2021.



Manager's Report

To: Board of Directors

From: Scott McCutcheon, General Manager

Date: May 11, 2021

RE: Item No. 9 – Adoption of Resolution No. 02-2021 Appropriations Limit for the 2021/2022 Fiscal Year

Each year, special districts must establish an annual Appropriations Limit. We are required to calculate the District's appropriations limit and present the calculation as part of our annual audit. This year's appropriations limit is calculated at \$xxxxxxx per state mandated percentages for Butte County.

Attachment Included

Recommended Action: Adopt Resolution No. 02-2021 setting the Fiscal Year 2020/2021 Appropriations Limit at \$xxxxxxx.

Finish Resolution with Roll Call

NOTE: Calculations not available at the time of publication will be provided prior to the Board Meeting.

RESOLUTION NO. 02-2021
LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT

ADOPTING APPROPRIATIONS LIMIT FOR THE
2021/2022 FISCAL YEAR

WHEREAS, in accordance with the provisions of Article XIII B of the California Constitution, certain public agencies of the State of California are required to annually adopt an appropriations limit specifying the limits of expenditures for appropriation of taxes for the then current year; and,

WHEREAS, said appropriation limit is based on data and information provided by the State of California, Office of the Controller, related to population and economic growth within the area served by this special district; and,

WHEREAS, the appropriation limitation for the 2021/2022 fiscal year was determined by utilizing the change in California Per Capita Income for the 2021/2022 fiscal year and the percentage of population change within Butte County as projected by the State of California, Department of Finance estimates as of January 1, 2021.

WHEREAS, Lake Oroville Area Public Utility District has received the foregoing data and information and has, from said information, prepared and calculated its appropriations limit for the 2020/2021 fiscal year.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Lake Oroville Area Public Utility District that the appropriation limit of Lake Oroville Area Public Utility District for the 2021/2022 fiscal year shall be \$*** said limit to be the limit on expenditure of tax proceeds of Lake Oroville Area Public Utility District.

PASSED AND ADOPTED this 11th day of May 2021 at Oroville, California, after being moved by Director **** and seconded by Director **** by the following vote:

AYES: Directors

NOES:

ABSENT:

ABSTAINED:

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT

By _____



Manager's Report

To: Board of Directors

From: Scott McCutcheon, General Manager

Date: May 11, 2021

RE: Item No. 10 – Resolution No. 03-2021 Kelly Ridge Estates
Maintenance & Operations Charge to Tax Rolls and Delinquent Sewer
Service Accounts to Tax Roll

This Resolution authorizes District staff to submit and collect unpaid charges on an annual assessment for the Kelly Ridge Estates Subdivision operation and maintenance, and delinquent sewer service account balances to the Butte County Auditor-Controller's office as a direct assessment to be placed on the Butte County 2021/2022 tax roll.

Attachment Included

Recommended Action: Adopt Resolution No. 03-2021 authorizing submittal of Kelly Ridge Estates operation and maintenance charges, and delinquent sewer service account balances as direct assessments on the Butte County 2021/2022 tax roll.

Finish Resolution with Roll Call

RESOLUTION NO. 03-2021
LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT

**AUTHORIZING SUBMITTING KELLY RIDGE ESTATES
MAINTENANCE/OPERATIONS CHARGE
AS DIRECT ASSESSMENTS ON THE BUTTE COUNTY 2021/2022 TAX ROLL
AND AUTHORIZING SUBMITTING DELINQUENT SERVICE ACCOUNTS
AS DIRECT ASSESSMENTS ON THE BUTTE COUNTY 2021/2022 TAX ROLL**

WHEREAS, Lake Oroville Area Public Utility District, formerly North Burbank Public Utility District, entered into an agreement with Southern California Financial Corporation, developer of Kelly Ridge Estates Subdivision, on August 10, 1973, wherein said developer agreed to pay a per lot annual maintenance and operation charge for all lots to be developed within said subdivision;

WHEREAS, said agreement provides that the Lake Oroville Area Public Utility District may place the charge on the county tax statement as part of the Lake Oroville Area Public Utility District or County assessment;

WHEREAS, said agreement is recorded in the office of the Butte County Recorder in Book 1862 at Page 445 through Page 457, and binds said developer's heirs, successors and assigns;

WHEREAS, said annual per lot maintenance and operation charge is set at \$29.70 in accordance with said agreement and Lake Oroville Area Public Utility District's Board of Directors' Resolution No. 2-96;

WHEREAS, Lake Oroville Area Public Utility District Policy No. 7080, "Sewer Service Charge Delinquencies," as amended September 8, 2015, addresses the issue of collection of delinquent sewer service charge accounts;

WHEREAS, sections 16469 through 16472 of the California Public Utilities Code provide for the addition of charges unpaid at the time specified for fixing taxes to be added to the annual assessment made by the County against the property involved in said accounts; and

WHEREAS, Lake Oroville Area Public Utility District has complied with all relevant laws pertaining to these assessments.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Lake Oroville Area Public Utility District that:

- (1) In accordance with said agreement, the annual \$29.70 per lot maintenance and operation charge for all lots within the Kelly Ridge Estates Subdivision project shall be submitted to the Butte County Auditor-Controller's

office as a direct assessment to be placed on the 2021/2022 tax roll, and all future tax rolls;

(2) In accordance with the Lake Oroville Area Public Utility District Board Policy No. 7080.14, delinquent accounts may be submitted to the Butte County Auditor-Controller's office to be placed on the 2021/2022 tax roll, and all future tax rolls;

(3) The District agrees to indemnify and hold the County harmless for liability or loss arising out of the addition of these items to the tax rolls; and

PASSED AND ADOPTED this 11th day of May 2021, at Oroville, California, after being moved by Director *** and seconded by Director ***_by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT

By _____
Bill Sharman, President

ATTEST:

Kelly Hamblin, Secretary



Manager's Report

To: Board of Directors

From: Scott McCutcheon, General Manager

Date: May 11, 2021

RE: Item No. 11 – Renew Humana Specialty Benefits for Life and Dental Insurance Plan 2021/2022

Dayton Sayer Insurance Agency provided an updated insurance quote from Humana Specialty Benefits. Humana's dental insurance premiums are increasing 4.9%, and life insurance premiums are increasing 12.8%. With employee changes and the increase in premiums the District will see approximately \$97.23/month increase in cost.

The Personnel Committee has completed their review of the dental and life insurance rates along with the wages and benefits budget for fiscal year 2021/2022. The Committee recommends renewal of the Humana Specialty Benefits employee dental and life insurance plans.

Attachment Included

Recommended Action: Approve the renewal of the 2021/2022 Humana Specialty Benefits employee dental and life insurance plans as provided by Dayton Sayer Insurance Agency.

Rate Detail For Renewing Plans

| Coverage Type | Dental CA PPO U&C + 100/80/50 In 80/50/50 Out | | | Life/AD&D Basic Life/AD&D 2012 | | | Dependent Life Dependent Life 5/1 2012 | | |
|-----------------------|--|-----------------|-----------------|-----------------------------------|----------------|----------------|---|---------------|---------------|
| | Number Enrolled | Current Rates | New Rates | Number Enrolled | Current Rates | New Rates | Number Enrolled | Current Rates | New Rates |
| Employee | 2 | \$37.29 | \$39.12 | 7 | \$0.39 | \$0.44 | N/A | N/A | N/A |
| Employee & Spouse | 1 | \$74.60 | \$78.23 | N/A | N/A | N/A | N/A | N/A | N/A |
| Employee & Child(ren) | 2 | \$95.12 | \$99.75 | N/A | N/A | N/A | N/A | N/A | N/A |
| Family | 3 | \$132.44 | \$138.86 | N/A | N/A | N/A | 5 | \$1.82 | \$1.82 |
| Totals | 8 | \$736.74 | \$772.55 | 7 | \$68.25 | \$77.00 | 5 | \$9.10 | \$9.10 |

At A Glance...

Dental

| Current Plan | |
|-------------------------|---|
| Plan Name: | CA PPO U&C + 100/80/50 In 80/50/50 Out |
| Perlo/Endo: | See Pln Summary |
| Deductible: | \$25/\$50 |
| Annual Max: | \$1,500 |
| Optional Benefits: | PERIODONTICS IN BASIC, ENDODONTICS IN BASIC, COMPOSITE FILLING |
| Association Name: | N/A |
| Other Options: | Open Enrollment |
| Monthly Dental Premium: | Current \$736.74 New \$772.55 |

The federal Affordable Care Act includes several taxes and fees. The dental premiums reflected in this renewal notice will include a prorated portion of the Federal Insurer Annual Fee if applicable.

Life/Ad&d

| Current Plan | |
|----------------------------|--|
| Plan Name: | Basic Life/AD&D 2012 |
| Coverage Amount: | \$25,000 |
| Total Volume Amount: | \$175,000 |
| Monthly Life/Ad&d Premium: | Current \$68.25 New \$77.00 |

Dependent Life

| Current Plan | |
|---------------------------------|--|
| Plan Name: | Dependent Life 5/1 2012 |
| Monthly Dependent Life Premium: | Current \$9.10 New \$9.10 |



Manager's Report

To: Board of Directors

From: Scott McCutcheon, General Manager

Date: May 11, 2021

RE: Item No. 12 – Renewal of Blue Shield Employee Health Insurance Plan
2021/2022

Dayton Sayer Insurance Agency provided an insurance quote from Blue Shield and Anthem Blue Cross. Blue Shield is the current health insurance provider for the District. The quoted 2021/2022 Blue Shield premiums are increasing 3.38% for comparable plans.

The Personnel Committee has completed their review of the health insurance rates along with the wages and benefits budget for fiscal year 2021/2022. The Committee recommends renewal of the Blue Shield employee health insurance plans with a request to review for cost savings as may be appropriate.

Attachment Included

Recommended Action: Approve the renewal of the 2021/2022 Blue Shield employee health insurance plans as provided by Dayton Sayer Insurance Agency.

Lake Oroville Area PUD

Renewal 06/01/2021

| | <u>Current</u> | <u>Renewal</u> |
|-------------------------------|-------------------|-----------------------------------|
| Gold 750, 2 Employees | \$3,808.54 | \$ 3,987.58 |
| Bronze 5,300 HSA, 5 Employees | <u>\$6,037.31</u> | <u>\$ 6,191.72</u> (Bronze 5,700) |
| | \$9,845.85 | \$10,179.29 |

+ 3.3%

Changes

- Bronze Full PPO 5,300 is changing to the Bronze Full PPO 5,700

Blue Shield Options (All Employees on the same plan)

| | <u>Full Network</u> | <u>Tandem Network</u> |
|------------------|---------------------|-----------------------|
| Gold 750 | \$12,037.85 | \$11,620.13 |
| Gold 1,200 | \$11,754.61 | \$11,303.30 |
| Silver 2,600 HSA | \$10,015.63 | \$ 9,660.57 |
| Bronze 5,700 HSA | \$ 9,239.95 | \$ 8,925.85 |

Anthem Blue Cross (All Employees on the same plan)

| | <u>Full Network</u> | <u>Select Network</u> |
|------------------|---------------------|-----------------------|
| Gold 750 | \$11635.09 | \$10,860.60 |
| Gold 1,000 | \$11,426.97 | \$10,666.11 |
| Silver 2,500 HSA | \$ 9,383.19 | \$ 8,758.88 |
| Bronze 5,600 HSA | \$ 8,811.76 | \$ 8,225.09 |



Manager's Report

To: Board of Directors

From: Scott McCutcheon, General Manager

Date: May 11, 2021

RE: Item No. 13 –LAFCo Election - **Special District Alternate "Enterprise or Non-Enterprise" Member**

On February 3, 2021, the Butte Local Agency Formation Commission called for nominations for **One (1) Special District Alternate "Enterprise or Non-Enterprise" Member**. The Alternate seat term is four years to begin June 1 2021, expires May 31, 2025.

The nomination period closed on Thursday, March 11, 2021. The following nominations were received:

- **Larry Bradley**, Director, Durham Recreation & Park District ("Non-Enterprise").
- **Bruce Wristen**, Director, Thermalito Water and Sewer District ("Enterprise").

Therefore, the Butte Local Agency Formation Commission is conducting an election for: **One (1) Special District Alternate "Enterprise or Non-Enterprise" Member**

Attachment Included

Recommended Action: Review the nominees for the **Special District Alternate "Enterprise or Non-Enterprise" Member** and register a vote for the District.



BUTTE LOCAL AGENCY FORMATION COMMISSION

1453 Downer Street, Suite C • Oroville, California 95965-4950
(530)538-7784 • Fax (530)538-2847 • www.buttelafco.org

TO: Butte County Special Districts
Butte County Special District Association

FROM: Jill Broderson, Management Analyst

SUBJECT: Election of a Special District *Regular* "Non-Enterprise" Member and an *Alternate* "Enterprise/Non-Enterprise" Member

DATE: March 12, 2021

Nominations Requested

On February 3, 2021, the Butte Local Agency Formation Commission called for nominations for:

- One (1) Special District ***Regular*** "Non-Enterprise" Member. The term for this seat is four years and will begin June 1, 2021 and expire May 31, 2025; and
- One (1) Special District ***Alternate*** "Enterprise/Non-Enterprise" Member. The term for this seat is four years and will begin June 1, 2021 and expire May 31, 2025.

Nominations Received

The nomination period closed on Thursday, March 11, 2021. Valid nominations received are as follows:

For the ***Regular*** "Non-Enterprise" Member:

- Larry Bradley, Durham Recreation & Park District (Non-Enterprise)
- Dave Donnan, Chico Area Recreation & Park District (Non-Enterprise)
- Al McGreehan, Paradise Recreation & Park District (Non-Enterprise)

For the ***Alternate*** "Enterprise/Non-Enterprise" Member:

- Larry Bradley, Durham Recreation & Park District (Non-Enterprise)
- Bruce Wristen, Director, Thermalito Water & Sewer District (Enterprise)

Instructions:

1. Votes shall be made by official action of the Districts' Board of Directors.
2. Ballots shall be certified by the signature of the Chair, or an alternate District Board Member chosen by the Districts' Board for the purpose of signing the attached ballot AND counter-signed by the Districts' General Manager/Secretary of Board.
3. Ballots shall be returned no later than **4:00 p.m. on Friday, May 14, 2021**. Ballots postmarked after the closing date will not be accepted.
4. Districts may submit their ballots one of the following ways:

| Hand Delivered | Electronic Mail | Certified Mail |
|--|--|--|
| Stephen Lucas Executive Officer Butte LAFCO 1453 Downer Street, Suite C Oroville, CA 95965 | slucas@buttecounty.net | Stephen Lucas Executive Officer Butte LAFCO 1453 Downer Street, Suite C Oroville, CA 95965 |

5. District ballots returned by electronic mail shall be scanned copies of the original signed certified ballot.
6. If you do not have a District Board meeting scheduled within this time frame, a special meeting shall be scheduled in order to submit a valid ballot.

In order for the election to be valid, a quorum (21) of districts must complete and return their ballots. Otherwise, the process will repeat until such time we receive ballots from a majority of the districts. This is an important ballot, as your Special District LAFCO Commissioner will be making decisions on budget issues, policies and projects that may have a direct impact on your district. Please participate in this election and submit your vote.

Should you have any questions, please feel free to me.

Attachment



Manager's Report

To: Board of Directors
From: Scott McCutcheon, General Manager
Date: May 11, 2021

RE: Item No. 14 –LAFCo Election - **Special District Regular "Non-Enterprise" Member**

On February 3, 2021, the Butte Local Agency Formation Commission called for nominations for **One (1) Special District Regular "Non-Enterprise" Member**. The Alternate seat term is four years to begin June 1 2021, expires May 31, 2025. The nomination period closed on Thursday, March 11, 2021. The following nominations were received:

- **Dave Donnan**, Director, Chico Area Recreation & Park District
- **Al McGreehan**, Director, Paradise Recreation & Park District

Therefore, the Butte Local Agency Formation Commission is conducting an election for: **One (1) Special District Alternate "Enterprise or Non-Enterprise" Member**

Attachment Included

Recommended Action: Review the nominees for the **Special District Alternate "Enterprise or Non-Enterprise" Member** and register a vote for the District.



BUTTE LOCAL AGENCY FORMATION COMMISSION
1453 Downer Street, Suite C
Oroville, CA 95965 – (530) 538-7784

2021 ELECTION BALLOT

Special District *Regular* “Non-Enterprise” Member and a Special District *Alternate* “Enterprise/Non-Enterprise” Member

Regular “Non-Enterprise” Member **Please Vote for One (1)**

~~Larry Bradley – Durham Recreation & Park District~~
(Mr. Bradley has withdrawn his nomination for “Regular” member)

Dave Donnan – Chico Area Recreation & Park District

Al McGreehan – Paradise Recreation & Park District

(Write in Candidate) *(Name of District)*

Alternate “Enterprise/Non-Enterprise” Member **Please Vote for One (1)**

Larry Bradley – Durham Recreation & Park District

Bruce Wristen – Thermalito Water & Sewer District

(Write in Candidate) *(Name of District)*

Certification of Ballot

District Board Chair or Designee

District Manager/Secretary of the Board

District

Date



Manager's Report

To: Board of Directors
From: Scott McCutcheon, General Manager
Date: May 11, 2021

RE: Item No. 15 – Request to Amend Board Policy 2330-Job
Description-"Operator"

Due to operational changes, General Manager McCutcheon is requesting amendments to Board Policy 2330-Job Description-'Operator'.

Attachment Included

Recommended Action: Waive the requirement to review requested amendments to policy at a regular meeting prior, and per the attachment, amend Board Policy 2330-Job Description-"Operator".

BOARD POLICY
Lake Oroville Area Public Utility District

TITLE: JOB DESCRIPTION --EQUIPMENT OPERATOR
ADOPTION DATE: FEBRUARY 8, 1984

NUMBER: 2330
AMENDED: May 11, 2021

2330.1 GENERAL JOB DESCRIPTION:

2330.1.1 Under supervision of the Field Operations Supervisor and/or the Foreman: operates backhoes, hydraulic sewer cleaner, trucks and hand equipment in the excavation, backfilling and pavement repair involved in the installation, repair and maintenance of sewer lines and related equipment; performs a variety of unskilled and semi-skilled tasks in sewer line installation, maintenance and repair; assists in equipment maintenance and repair, and in general yard and shop work; assists in construction and maintenance of District property; shares stand-by and emergency responsibilities with other field personnel; and, assumes the responsibilities of the Field Operations Technician in their absence.

- a) works independently or as a member of a crew to efficiently and productively provide assistance as needed in the repair, replacement, operations and maintenance of District facilities;
- b) performs a wide variety of unskilled and semi-skilled manual and automated tasks including, but not limited to, the operation of mechanical and hydraulically operated construction equipment;
- c) reads and interprets construction contracts, specifications, details and plans for the purpose of correctly installing, repairing and/or replacing pipeline and appurtenant facilities, structures (e.g., manholes, cleanouts, pump stations, etc.) and appurtenant facilities, structural trench sections, and roadway pavement
- d) trains, or assists in training of subordinates;
- e) stays current with information relating to safety in conformance with District's safety program;
- f) processes records relating to job costs and time expenditures of equipment and District personnel;
- g) provides construction inspection and follow up;
- h) shares on call responsibilities and emergency responsibilities with other field personnel;
- i) acts and supervises employees in sewer pipe installation, backfilling, pavement and surface restoration;
- j) acts and supervises employees with routine closed circuit video monitoring of the District collection system;
- k) knowledge in servicing and maintaining the Villa Verona Assessment District Step System;
- l) knowledge in use and operation of SCADA systems.

2330.2 Prerequisite Qualifications

2330.2.1 High school diploma or the equivalency thereof.

2330.2.2 Two years of experience, or combination of training and experience, as an apprentice equipment operator, or comparable non-District position.

2330.2.3 Knowledge of capability and operation construction tools and mechanical and hydraulically operated construction equipment.

2330.2.4 Knowledge of District operations and materials used sewer collection systems.

2330.2.5 Knowledge of pipe, manholes, pumps, fittings, and other appurtenant materials, including costs, used in sewer collection systems; and.

2330.2.6 Valid Class A California driver license and satisfactory driving record.

2330.3 Basic Work Hours: 7:30 AM to 4:00 PM, Monday through Friday.

2330.4 Hourly Compensation:

2330.5 Essential Job Duties:

2330.5.1 Task: Operates backhoe, excavator, end loader, compactors, etc., in the repair of pipe leaks on District's sewer system.

Physical Demand: Sitting; standing; walking; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.); kneeling; stooping; bending; squatting; close vision; distance vision; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle.

2330.5.2 Task: Operates backhoe, excavator, end loader, compactors, etc., in the installation of sewer mains and fittings.

Physical Demand: Sitting; standing; walking; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.); kneeling; stooping; bending; squatting; close vision; distance vision; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle.

2330.5.3 Task: Operates backhoe, excavator, end loader, compactors, etc., in the maintenance and repair of sewer facilities.

Physical Demand: Sitting; standing; walking; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.); kneeling; stooping; bending; squatting; close vision; distance vision; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle.

2330.5.4 Task: Assists in the installation of asphalt-concrete paving material.

Physical Demand: Sitting; standing; walking; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.); kneeling; stooping; bending; squatting; close vision; use of hands to finger, handle, or feel objects, tools or controls.

2330.5.5 Task: Operates backhoe, excavator, end loader, compactors, etc., in the cleaning and maintenance of District sewer collection facilities.

Physical Demand: Sitting; standing; walking; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.); kneeling; stooping; bending; squatting; close vision; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle.

2330.5.6 Task: Assists in the operation and maintenance of sewer collection facilities.

Physical Demand: Standing; walking; lifting and carrying (regularly up to 25 lbs., frequently up to 50 lbs.); distance vision; use of hands to finger, handle, or feel objects, tools, or controls; driving vehicle.

2330.5.7 Task: Assists in the maintenance, repair and/or replacement of pumps, motors, valves and various other sewer collection facilities.

Physical Demand: Sitting; standing; walking; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.); kneeling; stooping; bending; squatting; close vision; distance vision; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle.

2330.6 Marginal Job Duties:

2330.6.1 Task: Assists in locating District facilities.

Physical Demand: Sitting; standing; walking over uneven ground; close and distance vision; use of hands to operate locating equipment; driving vehicle.

2330.6.2 Task: Assists in controlling traffic to facilitate the repair, replacement, operating and maintenance of District facilities.

Physical Demand: Standing; walking over uneven ground; distance vision; speaking; hearing; use of hands to hold and manipulate signs, and to give direction to vehicle operators; driving vehicle

2330.6.3 Task: Maintains tools and equipment.

Physical Demand: Sitting; standing; walking; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs.); kneeling; stooping; bending; squatting; close vision; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle.

2330.6.4 Task: Repair and maintenance of District buildings and grounds.

Physical Demand: Sitting; standing; walking; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.); kneeling; stooping; bending; squatting; close and distance vision; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle.

2330.7 Environmental Demands:

2330.7.1 Outside: Usually works outside in a variety of weather conditions reaching to +100° F.

2330.7.2 Inside: Sometimes works indoors in a temperature-controlled environment.

2330.7.3 Fumes/Gases: Exposure to fumes from internal combustion engines; exposure to dust generated during construction operations; exposure to fumes from weed control chemicals.

2330.7.4 Noise/Vibration: Moderate exposure to noise and vibration from tools and equipment.

2330.8 Mental Requirements:

2330.8.1 Reading: Reads road maps, instructions, work orders, safety manuals, letters, reports, memos, and messages.

2330.8.2 Writing: Annotates work orders with materials used, equipment used, as-built facility information, hours worked, and descriptions of work done.

2330.8.3 Math: Ability to perform basic math calculations. Ability to count and measure.

2330.8.4 Attention to Detail: Medium level concentration and attention to detail to produce an acceptable level of workmanship.

2330.8.5 Repetition: Routine daily work practices.

2330.8.6 Judgment: Frequently works unsupervised; good judgment required.

2330.8.7 Social Skills: Ability to relate cooperatively with members of the public, and District personnel.

2330.8.8 Communication Skills: Ability to understand communications from others. Ability to communicate all hand signals related to construction operations.

BOARD POLICY
Lake Oroville Area Public Utility District

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TITLE: JOB DESCRIPTION -- EQUIPMENT OPERATOR **NUMBER: 2330**
ADOPTION DATE: FEBRUARY 8, 1984 **AMENDED: May ~~911~~, 20062021**

2330.1 GENERAL JOB DESCRIPTION:

2330.1.1 Under supervision of the Field Operations Supervisor and/or the Foreman: operates backhoes, hydraulic sewer cleaner, trucks and hand equipment in the excavation, backfilling and pavement repair involved in the installation, repair and maintenance of sewer lines and related equipment; performs a variety of unskilled and semi-skilled tasks in sewer line installation, maintenance and repair; assists in equipment maintenance and repair, and in general yard and shop work; assists in construction and maintenance of District property; ~~and~~, shares stand-by and emergency responsibilities with other field personnel; ~~and~~, assumes the responsibilities of the Field Operations Technician in their absence.

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- a) works independently or as a member of a crew to efficiently and productively provide assistance as needed in the repair, replacement, operations and maintenance of District facilities;
- b) performs a wide variety of unskilled and semi-skilled manual and automated tasks including, but not limited to, the operation of mechanical and hydraulically operated construction equipment;
- c) reads and interprets construction contracts, specifications, details and plans for the purpose of correctly installing, repairing and/or replacing pipeline and appurtenant facilities, structures (e.g., manholes, cleanouts, pump stations, etc.) and appurtenant facilities, structural trench sections, and roadway pavement
- d) trains, or assists in training of subordinates;
- e) stays current with information relating to safety in conformance with District's safety program;
- f) processes records relating to job costs and time expenditures of equipment and District personnel;
- g) provides construction inspection and follow up;
- h) shares on call responsibilities and emergency responsibilities with other field personnel;
- i) acts and supervises employees in sewer pipe installation, backfilling, pavement and surface restoration;
- j) acts and supervises employees with routine closed circuit video monitoring of the District collection system;
- k) knowledge in servicing and maintaining the Villa Verona Assessment District Step System;
- l) knowledge in use and operation of SCADA systems.

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- ~~(a) works independently or as a member of a crew to efficiently and productively provide assistance as needed in the repair, replacement, operations and maintenance of District facilities;~~
- ~~(b) performs a wide variety of unskilled and semi-skilled manual and automated tasks including, but not limited to, the operation of mechanical and hydraulically operated construction equipment;~~
- ~~(c) reads and interprets construction contracts, specifications, details and plans for the purpose of correctly installing, repairing and/or replacing pipeline and appurtenant facilities, structures (e.g., manholes, cleanouts, pump stations, etc.) and appurtenant facilities, structural trench sections, and roadway pavement;~~
- ~~— (d) trains, or assists in training of subordinates;~~
- ~~(e) develops and presents to subordinates stays current with information relating to safety in conformance with District's safety program;~~
- ~~— (f) processes records relating to job costs and time expenditures of equipment and District personnel;~~
- ~~— (g) as lead person, supervises other employees in construction activities.~~
- ~~— (h) develops and presents to subordinates information relating to safety in conformance with District's safety program; and;~~
- ~~— (i) processes records relating to job costs and time expenditures of equipment and District personnel.~~
- ~~— (j) provides construction inspection and followup;~~
- ~~— (k) shares on call responsibilities and emergency responsibilities with other field personnel;~~
- ~~— (l) acts and supervises employees in sewer pipe installation, backfilling, pavement and surface restoration;~~
- ~~— (m) acts and supervises employees with routine closed circuit video monitoring of the District collection system;~~
- ~~— (n) knowledge in servicing and maintaining the Villa Verona Assessment District Step System;~~
- ~~— (o) knowledge in use and operation of SCADA systems.~~

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2330.2 Prerequisite Qualifications

2330.2.1 High school diploma or the equivalency thereof.

2330.2.2 Two years of experience, or combination of training and experience, as an apprentice equipment operator, or comparable non-District position.

2330.2.3 Knowledge of capability and operation construction tools and mechanical and hydraulically operated construction equipment.

2330.2.4 Knowledge of District operations and materials used sewer collection systems.

2330.2.5 Knowledge of pipe, manholes, pumps, fittings, and other appurtenant materials, including costs, used in sewer collection systems; and.

2330.2.6 Valid Class A California driver license and satisfactory driving record.

2330.3 Basic Work Hours: 7:30 AM to 4:00 PM, Monday through Friday.

2330.4 Hourly Compensation:

2330.5 Essential Job Duties:

2330.5.1 Task: Operates backhoe, excavator, end loader, compactors, etc., in the repair of pipe leaks on District's sewer system.

Physical Demand: Sitting; standing; walking; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.); kneeling; stooping; bending; squatting; close vision; distance vision; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle.

2330.5.2 Task: Operates backhoe, excavator, end loader, compactors, etc., in the installation of sewer mains and fittings.

Physical Demand: Sitting; standing; walking; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.); kneeling; stooping; bending; squatting; close vision; distance vision; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle.

2330.5.3 Task: Operates backhoe, excavator, end loader, compactors, etc., in the maintenance and repair of sewer facilities.

Physical Demand: Sitting; standing; walking; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.); kneeling; stooping; bending; squatting; close vision; distance vision; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle.

2330.5.4 Task: Assists in the installation of asphalt-concrete paving material.

Physical Demand: Sitting; standing; walking; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.);

kneeling; stooping; bending; squatting; close vision; use of hands to finger, handle, or feel objects, tools or controls.

2330.5.5 Task: Operates backhoe, excavator, end loader, compactors, etc., in the cleaning and maintenance of District sewer collection facilities.

Physical Demand: Sitting; standing; walking; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.); kneeling; stooping; bending; squatting; close vision; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle.

2330.5.6 Task: Assists in the operation and maintenance of sewer collection facilities.

Physical Demand: Standing; walking; lifting and carrying (regularly up to 25 lbs., frequently up to 50 lbs.); distance vision; use of hands to finger, handle, or feel objects, tools, or controls; driving vehicle.

2330.5.7 Task: Assists in the maintenance, repair and/or replacement of pumps, motors, valves and various other sewer collection facilities.

Physical Demand: Sitting; standing; walking; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.); kneeling; stooping; bending; squatting; close vision; distance vision; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle.

2330.6 Marginal Job Duties:

2330.6.1 Task: Assists in locating District facilities.

Physical Demand: Sitting; standing; walking over uneven ground; close and distance vision; use of hands to operate locating equipment; driving vehicle.

2330.6.2 Task: Assists in controlling traffic to facilitate the repair, replacement, operating and maintenance of District facilities.

Physical Demand: Standing; walking over uneven ground; distance vision; speaking; hearing; use of hands to hold and manipulate signs, and to give direction to vehicle operators; driving vehicle

2330.6.3 Task: Maintains tools and equipment.

Physical Demand: Sitting; standing; walking; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs.); kneeling; stooping; bending; squatting; close vision; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle.

2330.6.4 Task: Repair and maintenance of District buildings and grounds.

Physical Demand: Sitting; standing; walking; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.); kneeling; stooping; bending; squatting; close and distance vision; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle.

2330.7 Environmental Demands:

2330.7.1 Outside: Usually works outside in a variety of weather conditions reaching to +100° F.

2330.7.2 Inside: Sometimes works indoors in a temperature-controlled environment.

2330.7.3 Fumes/Gases: Exposure to fumes from internal combustion engines; exposure to dust generated during construction operations; exposure to fumes from work control chemicals.

2330.7.4 Noise/Vibration: Moderate exposure to noise and vibration from tools and equipment.

2330.8 Mental Requirements:

2330.8.1 Reading: Reads road maps, instructions, work orders, safety manuals, letters, reports, memos, and messages.

2330.8.2 Writing: Annotates work orders with materials used, equipment used, as-built facility information, hours worked, and descriptions of work done.

2330.8.3 Math: Ability to perform basic math calculations. Ability to count and measure.

2330.8.4 Attention to Detail: Medium level concentration and attention to detail to produce an acceptable level of workmanship.

2330.8.5 Repetition: Routine daily work practices.

2330.8.6 Judgment: Frequently works unsupervised; good judgment required.

2330.8.7 Social Skills: Ability to relate cooperatively with members of the public, and District personnel.

2330.8.8 Communication Skills: Ability to understand communications from others. Ability to communicate all hand signals related to construction operations.



Manager's Report

To: Board of Directors

From: Scott McCutcheon, General Manager

Date: May 11, 2021

RE: Item No. 16 – Request to Amend Board Policy 2335-Job Description-"Field Operations Technician"

Due to operational changes, General Manager McCutcheon is requesting amendments to Board Policy 2335-Job Description-"Field Operations Technician".

Attachment Included

Recommended Action: Waive the requirement to review requested amendments to policy at a regular meeting prior, and per the attachment, amend Board Policy 23350-Job Description-"Field Operations Technician".

- l) shares on call responsibilities and emergency responsibilities with other field personnel;
- m) acts in sewer pipe installation, backfilling, pavement and surface restoration;
- n) acts in routine closed circuit video monitoring of the District collection system;
- o) knowledge in servicing and maintaining the Villa Verona Assessment District Step System;
- p) Under minimal supervision, operates telemetry and process control network allowing wireless communications to the District pump stations using a Supervisory Control and Data Acquisition system (SCADA). Makes routine and emergency remote system operational changes and prepares reports. Must possess excellent computer operational skills and assists in technical training to other field personnel in all areas of SCADA operation; use of computer word processing and spreadsheet programs; current hardware and software systems, principles and techniques of computer operations including security procedures.

2335.2 Prerequisite Qualifications

2335.2.1 High school diploma or the equivalency thereof.

2335.2.2 Knowledge of basic construction tools and equipment; basic knowledge of District operations and materials used in sewer collection systems.

2335.2.3 Valid Class "A" California driver license (or ability to obtain within 6 weeks of appointment) and satisfactory driving record.

2335.3 Basic Work Hours: 7:30 AM to 4:00 PM, Monday through Friday.

2335.4 Hourly Compensation:

2335.5 Essential Job Duties:

2335.5.1 Task: Assists in the repair of pipe on District's collection system.

Physical Demand: Sitting; standing; walking; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.); kneeling; stooping; bending; squatting; close vision; distance vision; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle.

2335.5.2 Task: Assists in the installation of sewer mains and fittings.

Physical Demand: Sitting; standing; walking; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.); kneeling; stooping; bending; squatting; close vision; distance vision; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle.

2335.5.3 Task: Assists in the installation of asphalt-concrete paving material.

Physical Demand: Sitting; standing; walking; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.); kneeling; stooping; bending; squatting; close vision; use of hands to finger, handle, or feel objects, tools or controls.

2335.5.4 Task: Assists in the cleaning and maintenance of District facilities.

Physical Demand: Sitting; standing; walking; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.); kneeling; stooping; bending; squatting; close vision; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle.

2335.5.5 Task: Applies weed control chemicals to and around above-ground District facilities.

Physical Demand: Standing; walking; lifting and carrying (regularly up to 25 lbs., frequently up to 50 lbs.); distance vision; use of hands to finger, handle, or feel objects, tools, or controls; driving vehicle.

2335.5.6 Task: Assists in the maintenance, repair and/or replacement of pumps, motors, valves and various other sewer facilities.

Physical Demand: Sitting; standing; walking; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.); kneeling; stooping; bending; squatting; close vision; distance vision; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle.

2335.6 Marginal Job Duties:

2335.6.1 Task: Assists in the locating of District facilities.

Physical Demand: Sitting; standing; walking over uneven ground; close and distance vision; use of hands to operate locating equipment; driving vehicle.

2335.6.2 Task: Assists in controlling traffic to facilitate the repair, replacement, operating and maintenance of District facilities.

Physical Demand: Standing; walking over uneven ground; distance vision; speaking; hearing; use of hands to hold and manipulate signs, and to give direction to vehicle operators; driving vehicle.

2335.6.3 Task: Maintains tools and equipment.

Physical Demand: Sitting; standing; walking; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs.); kneeling; stooping; bending; squatting; close vision; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle.

2335.6.4 Task: Repair and maintenance of District buildings and grounds.

Physical Demand: Sitting; standing; walking; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.); kneeling; stooping; bending; squatting; close and distance vision; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle.

2335.7 Environmental Demands:

2335.7.1 Outside: Always works outside in a variety of weather conditions reaching to +100°F.

2335.7.2 Inside: Sometimes works indoors in temperature-controlled environment.

2335.7.3 Fumes/Gases: Exposure to fumes from internal combustion engines; exposure to dust generated during construction operations; exposure to fumes from weed control chemicals.

2335.7.4 Noise/Vibration: Moderate exposure to noise, and minimal vibration from tools and equipment.

2335.8 Mental Requirements:

2335.8.1 Reading: Reads road maps, instructions, work orders, safety manuals, letters, reports, memos and messages.

2335.8.2 Writing: Annotates work orders with materials used, equipment used, as-built facility information, hours worked, and descriptions of work done.

2335.8.3 Math: Ability to perform basic math calculations. Ability to count and measure.

2335.8.4 Attention to Detail: Medium level concentration and attention to detail to produce an acceptable level of workmanship.

2335.8.5 Repetition: Routine daily work practices.

2335.8.6 Judgment: Works under direct supervision; minimal judgment required.

2335.8.7 Social Skills: Ability to relate cooperatively with members of the public, and District personnel.

2335.8.8 Communication Skills: Ability to understand communications from others. Ability to communicate all hand signals related to construction operations.

BOARD POLICY
Lake Oroville Area Public Utility District

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TITLE: JOB DESCRIPTION – FIELD OPERATIONS TECHNICIAN NUMBER: 2335
ADOPTION DATE: May 9, 2006 AMENDED DATE: May 11, 2021

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2335.1 GENERAL JOB DESCRIPTION:

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2335.1.1 Under supervision of Field Operations Supervisor or Foreman: works with other employees ~~Operator~~ in the installation and repair of sanitary sewer main lines and related equipment; stocks trucks; drives service and dump trucks; operates compaction equipment, jackhammer and compressor, and other hand equipment as necessary and/or as directed; installs sewer pipe; assists in digging backfilling and repairing roads and pavement; repairs damaged pipe; repairs damaged pipe; installs service line taps, house sewer cleanout/locks, and other related equipment; assists in construction, maintenance and repair of District property; assists in general yard and shop work; and, shares stand-by and emergency responsibilities with other field personnel, acts as lead person, assumes the responsibilities of the Foreman in their absence and the absence of the Field Operations Supervisor.

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- a) ~~(a)~~ works independently or as a member of a crew to efficiently and productively provide assistance as needed in the operations and maintenance, repair and replacement of District facilities;
- b) ~~(b)~~ performs a wide variety of semi-skilled and skilled manual and automated tasks.
- c) ~~(c)~~ reads and interprets construction contracts, specifications, details and plans for the purpose of correctly installing, repairing and/or replacing pipeline and appurtenant facilities, structures (e.g., manholes, cleanouts, pump stations, etc.) and appurtenant facilities, structural trench sections, and roadway pavement;
- d) ~~(d)~~ accurately estimates and prepares quantity lists of labor, material and equipment needed for construction, replacement and/or repair projects;
- e) ~~(e)~~ responsible for fostering positive public relations in responding to questions and requests from District customers regarding service and maintenance;
- f) ~~(f)~~ acts as Equipment Operator, Mechanic, Field Operations Technician and Utility Worker;
- g) ~~(g)~~ trains, or assists in training of subordinates;
- h) ~~(h)~~ as lead person, supervises other employees in construction activities;
- i) ~~(i)~~ develops and presents to subordinates information relating to safety in conformance with District's safety program;

~~stays current with information relating to safety in conformance with District's safety program; and,~~

- ~~j) (i)~~ processes records relating to job costs and time expenditures of equipment and District personnel;
- ~~k) (j)~~ provides construction inspection and follow-up;
- ~~l) (k)~~ shares on call responsibilities and emergency responsibilities with other field personnel;
- ~~m) (l)~~ acts in sewer pipe installation, backfilling, pavement and surface restoration;
- ~~n) (m)~~ acts in routine closed circuit video monitoring of the District collection system;
- ~~o) (n)~~ knowledge in servicing and maintaining the Villa Verona Assessment District Step System;
- ~~p) (o)~~ Under minimal supervision, operates telemetry and process control network allowing wireless communications to the District pump stations using a Supervisory Control and Data Acquisition system (SCADA). Makes routine and emergency remote system operational changes and prepares reports. Must possess excellent computer operational skills and assists in technical training to other field personnel in all areas of SCADA operation; use of computer word processing and spreadsheet programs; current hardware and software systems, principles and techniques of computer operations including security procedures.

2335.2 Prerequisite Qualifications

2335.2.1 High school diploma or the equivalency thereof.

2335.2.2 Knowledge of basic construction tools and equipment; basic knowledge of District operations and materials used in sewer collection systems.

2335.2.3 Valid Class "A" California driver license (or ability to obtain within 6 weeks of appointment) and satisfactory driving record.

2335.3 Basic Work Hours: 7:30 AM to 4:00 PM, Monday through Friday.

2335.4 Hourly Compensation:

2335.5 Essential Job Duties:

2335.5.1 Task: Assists in the repair of pipe on District's collection system.

Physical Demand: Sitting; standing; walking; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.);

kneeling; stooping; bending; squatting; close vision; distance vision; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle.

2335.5.2 Task: Assists in the installation of sewer mains and fittings.

Physical Demand: Sitting; standing; walking; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.); kneeling; stooping; bending; squatting; close vision; distance vision; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle.

2335.5.3 Task: Assists in the installation of asphalt-concrete paving material.

Physical Demand: Sitting; standing; walking; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.); kneeling; stooping; bending; squatting; close vision; use of hands to finger, handle, or feel objects, tools or controls.

2335.5.4 Task: Assists in the cleaning and maintenance of District facilities.

Physical Demand: Sitting; standing; walking; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.); kneeling; stooping; bending; squatting; close vision; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle.

2335.5.5 Task: Applies weed control chemicals to and around above-ground District facilities.

Physical Demand: Standing; walking; lifting and carrying (regularly up to 25 lbs., frequently up to 50 lbs.); distance vision; use of hands to finger, handle, or feel objects, tools, or controls; driving vehicle.

2335.5.6 Task: Assists in the maintenance, repair and/or replacement of pumps, motors, valves and various other sewer facilities.

Physical Demand: Sitting; standing; walking; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.); kneeling; stooping; bending; squatting; close vision; distance vision; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle.

2335.6 Marginal Job Duties:

2335.6.1 Task: Assists in the locating of District facilities.

Physical Demand: Sitting; standing; walking over uneven ground; close and distance vision; use of hands to operate locating equipment; driving vehicle.

2335.6.2 Task: Assists in controlling traffic to facilitate the repair, replacement, operating and maintenance of District facilities.

Physical Demand: Standing; walking over uneven ground; distance vision; speaking; hearing; use of hands to hold and manipulate signs, and to give direction to vehicle operators; driving vehicle.

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2335.6.3 Task: Maintains tools and equipment.

Physical Demand: Sitting; standing; walking; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs.); kneeling; stooping; bending; squatting; close vision; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle.

2335.6.4 Task: Repair and maintenance of District buildings and grounds.

Physical Demand: Sitting; standing; walking; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.); kneeling; stooping; bending; squatting; close and distance vision; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle.

2335.7 Environmental Demands:

2335.7.1 Outside: Always works outside in a variety of weather conditions reaching to +100°F.

2335.7.2 Inside: Sometimes works indoors in temperature-controlled environment.

2335.7.3 Fumes/Gases: Exposure to fumes from internal combustion engines; exposure to dust generated during construction operations; exposure to fumes from weed control chemicals.

2335.7.4 Noise/Vibration: Moderate exposure to noise, and minimal vibration from tools and equipment.

2335.8 Mental Requirements:

2335.8.1 Reading: Reads road maps, instructions, work orders, safety manuals, letters, reports, memos and messages.

2335.8.2 Writing: Annotates work orders with materials used, equipment used, as-built facility information, hours worked, and descriptions of work done.

2335.8.3 Math: Ability to perform basic math calculations. Ability to count and measure.

2335.8.4 Attention to Detail: Medium level concentration and attention to detail to produce an acceptable level of workmanship.

2335.8.5 Repetition: Routine daily work practices.

2335.8.6 Judgment: Works under direct supervision; minimal judgment required.

2335.8.7 Social Skills: Ability to relate cooperatively with members of the public, and District personnel.

2335.8.8 Communication Skills: Ability to understand communications from others. Ability to communicate all hand signals related to construction operations.



Manager's Report

To: Board of Directors
From: Scott McCutcheon, General Manager
Date: May 11, 2021

RE: Item No. 17 – Request to Amend Board Policy 2151
"Employee Compensation Schedule"

Due to requested amendments to job descriptions, Board Policy 2151 "Employee Compensation Schedule" is also requested to be amended, retroactive to April 1, 2021.

Attachment Included

Recommended Action: Waive the requirement to review requested amendments to policy at a regular meeting prior, and per the attachment, amend Board Policy 2151 "Employee Compensation Schedule", retroactive to April 1, 2021.

TITLE: EMPLOYEE COMPENSATION SCHEDULE

NUMBER: 2151

ADOPTED: February 8, 1984

AMENDED: May 11, 2021

EFFECTIVE: April 1, 2021

| Range No. | Position Title | Step A | Step B | Step C | Step D | Step E | Step F |
|-----------|---|--------|--------|--------|--------|--------|--------|
| 1 | Administrative Aide - Part Time & Temporary | 13.00 | 13.21 | 13.42 | 13.63 | 14.31 | 15.03 |
| 2 | Administrative Aide - Reg. | 16.65 | 17.49 | 18.37 | 19.27 | 20.24 | 21.24 |
| 3 | Utility Worker - Part Time & Temporary | 13.00 | 13.42 | 13.63 | 14.31 | 15.03 | 15.78 |
| 4 | Utility Worker I | 18.74 | 19.65 | 20.64 | 21.66 | 22.74 | 23.88 |
| 5 | Utility Worker II | 19.65 | 20.64 | 21.66 | 22.74 | 23.88 | 25.08 |
| 6 | Acct Receivable Clerk - Reg Operator - Part Time | 20.60 | 21.63 | 22.73 | 23.86 | 25.05 | 26.30 |
| 7 | Office Clerk Operator - Regular | 22.06 | 23.18 | 24.34 | 25.55 | 26.82 | 30.95 |
| 8 | F.O.T. Computer Support Specialist/ Administrative Assistant Accounts Receivable Clerk II Accounts Payable Clerk II | 22.46 | 23.60 | 24.78 | 26.04 | 27.34 | 29.87 |
| 9 | Foreman/F.O.T. | 24.19 | 25.41 | 26.69 | 28.01 | 29.41 | 31.19 |
| 10 | Bookkeeper/Clerk of the Board | 24.77 | 26.03 | 27.33 | 28.72 | 30.14 | 34.45 |
| 11 | Field Operations Supervisor | 31.49 | 33.06 | 34.72 | 36.45 | 38.27 | 43.10 |



Manager's Report

To: Board of Directors

From: Scott McCutcheon, General Manager

Date: May 11, 2021

RE: Item No. 18 – SC-OR Commissioner's Report

Included in your packet is the April 2020 Minutes of the Regular Meeting of the Sewerage Commission – Oroville Region. Directors Fairbanks will present the SC-OR report if any information is available for reporting.

Attachment Included

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

(Held at the Commission office on April 28, 2021 at 5:00 p.m.)

1. Call to Order ❖

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

2. Roll Call ❖

Present were Commissioners Fairbanks and Kuehner from the Lake Oroville Area Public Utility District, Pittman and Reynolds from the City of Oroville, and Hatley and Latulippe from the Thermalito Water and Sewer District. Staff present was Manager Sturdevant and Plant Supervisor Salsi.

3. Salute to the Flag ❖

Commissioner Hatley led Commissioners and staff in the salute to the flag.

4. Acknowledgment of Visitors ❖

None

5. Board Meeting Minutes of the Regular Meeting held on March 24, 2021.❖

Upon motion by Commissioner Reynolds to approve the minutes of the meetings, and second by Commissioner Fairbanks, the minutes of the March 24, 2021 meeting were unanimously approved.

6. Employee Safety Meeting Minutes of April 16, 2021.❖

A motion was made by Commissioner Kuehner to approve the minutes of the meeting, and seconded by Commissioner Reynolds. The minutes of the April 16, 2021 employee safety meeting were unanimously approved.

7. Authorization of Warrants ❖

Commissioner Kuehner met with Manager Sturdevant and reviewed the warrants, and having found everything to be in order made a motion to approve warrants 26669-26727 in the total amount of \$118,203.05 from March 24, 2021 to April 28, 2021, including Commissioner fees and electronic fund transfers. The motion was seconded by Commissioner Fairbanks, and the warrants were unanimously approved and ordered paid.

8. Fiscal Reports ❖

Manager Sturdevant reported that the fiscal reports for March 2021 were in the packets for review. There were no questions and nothing further to report.

9. Renaming a Guarantor for the SC-OR Credit Card Accounts and/or Applications ❖

Manager Sturdevant said that this was to change the guarantor on our accounts from Scott Koch to himself. Chairman Hatley made a motion to name Manager Sturdevant as the guarantor on the Bank of America accounts replacing Scott Koch. The motion was seconded by Commissioner Reynolds and was unanimously approved.

10. Fiscal Year 2021/2022 Proposed Budget. ❖

Manager Sturdevant said that two different budgets for fiscal year 2021/2022 were presented at the March meeting, the first to hire two O-I-T's and the second to hire one O-I-T. Chairman Hatley asked how the new O-I-T was doing, to which Manager Sturdevant said Joe was doing very well. He said that he asked Joe if he would consider keeping his EMT certificate renewed per the Commissions' request if SC-OR would pay for the renewal, to which Joe said he had no problem doing that.

A motion was made by Chairman Hatley to adopt the budget option (option 1) that includes the hiring two O-I-T's for fiscal year 2021/2022, and was seconded by Commissioner Kuehner. The motion passed by the following votes: Reynolds – Aye, Hatley – Aye, Kuehner – Aye.

11. Resolution 04-21—Resolution Establishing District Reserves, and SC-OR Policy No. 3140 ❖

Manager Sturdevant stated that this is to clean up the resolution and policy adding the Regulatory and Capital Account Reserve created in 2015 to pay for updating the plant, as the resolution and policy did not get changed to reflect the new reserve.

A motion was made by Chairman Hatley to adopt Resolution 04-21 and approve updates to Policy No. 3140, which was seconded by Vice-Chair Pittman. The motion passed by the following votes: Reynolds – Aye, Hatley – Aye, Kuehner – Aye.

12. Resolution 05-21—Resolution Establishing Monthly Sewer Service Charge Reserves in Unrestricted Account, and SC-OR Policy No. 7140 ❖

Manager Sturdevant said he is bringing the preapproved schedule for sewer service rate increases through 2023/2024 for adoption. He recently found out that he needed a resolution with the scheduled increases for the SRF application. Policy No. 7140 also needs to be updated accordingly.

A motion was made by Commissioner Reynolds to adopt Resolution 05-21, Establishing Monthly Sewer Service Charge Reserves in Unrestricted Account, and approve updates to SC-OR Policy No. 7140. The motion was seconded by Commissioner Fairbanks, and passed by the following votes: Reynolds – Aye, Hatley – Aye, Kuehner – Aye.

13. Provost and Pritchard Contract Amendment for SRF Application ❖

Chairman Hatley stated that Manager Sturdevant called him asking if this item should be put on the agenda or to wait because the APE (Area of Potential Effect) is going to change, and scope of work probably will also. Chairman Hatley told him to keep it on the agenda so it can be discussed as a group.

Manager Sturdevant said there are potential changes to the design in the plant upgrade. If the Commission chooses to change some or all of the designs, it will change the project description in the SRF application. The APE had already been completed, but then design changes were made in the upgrade project to the ponds under the previous manager. The APE is no longer valid, and biologists now must come back. Since we are not in a time crunch, and more design changes may be approved, this can be brought back once those have been determined. His recommendation is that we wait on this until next month.

Attorney Huber reported that Ken Shuey said that the \$48,765 he has requested is sufficient to finish the SRF loan for the current scope, but asked if that is what the Commission wants? If the Commission wants to consider the design changes, then he suggested to wait and amend the contract one time instead of now and then again when another change is approved.

Chairman Hatley said that Provost and Pritchard is continuing to do work on the SRF application. It was the consensus of the Commission to table this item until the May meeting.

14. Jacobs Engineering Construction Management Proposal for Primary Pump Station (T.O. #37) ❖

Manager Sturdevant reported that the Primary Pump Station project is going out to bid on Friday, April 30, 2021. He said the Engineering Construction Management Proposal from Jacobs seems high at \$746,270, when the proposal from Provost and Pritchard was around \$500,000 for the same work. He said if directed he will get more quotes and additional information. It was the direction of the Commission to table this project until additional quotes have been gathered and then a special meeting may be called to decide on the direction to proceed.

15. Jacobs Engineering Contract Amendment No. 3 for Plant Upgrade ❖

Manager Sturdevant spoke on his recommended design changes prioritized in terms of importance. The quoted costs are only for the engineering design changes; the design changes will add to the cost of the construction in the upgrade.

1. Demolition of the digester tanks: The concrete is falling off of the bottom of the staircase, and the entire building is similar.
2. Road/site civil work: We are proposing that Jacobs design a road around the back side of the plant because, as things start to be built there will be just enough room to get a truck into our caustic area for deliveries, and the driver would then have to back out. It would be better to have a road for ingress and egress. We would have to have our one-water system ~~demoed and rebuilt in the process.~~ *relocated.*
3. Enclose blower building: The new blower building will serve air to the aeration basin, and they are very loud. He believes it would be better to have it in an enclosed building instead of a 3-walled building to reduce the noise.
4. Enclose thickener building: He would like to see this in an enclosed building also, but it is just for housekeeping and to prevent exposure to the elements.
5. Women's locker room: (Per Scott Huber we do not legally need separate facilities for men and women anymore). Manager Sturdevant reported we had a good female candidate apply for the O-I-T position, but we do not have a locker room to accommodate a female. He would like it considered to extend one of the bathrooms to add a shower.
6. Project management for the above work: This would be for all of the work listed above.

The consensus was to table a decision until we get some estimated figures from Jacobs of what the project costs will be.

16. Attorney's Report ❖

Nothing

17. Manager's Report ❖

Manager Sturdevant said he met with TWSD and City representatives at the Ruddy Creek Pump Station to get everyone on the same page for the pump station expansion. It went very well. We should have information on the progress at the pump station to bring to the May meeting.

18. Visitor Comments ❖

None

19. Commissioner and Staff Comments ❖

Commissioner Kuehner thanked the Commissioners for the opportunity to serve with them. All of the Commissioners wished him well in his move and thanked him for his service. Chairman Hatley asked if he knew who his replacement would be, to which he responded that he did not know.

Vice-Chair Pittman reported that houses are getting built, and there is interest in more homes.

Plant Supervisor Salsi reported that Graphic Packaging is looking at connecting to the sewer system as an industrial discharger.

20. Adjournment ❖

There being no further business, the meeting was adjourned at 5:57 p.m. to the regular meeting scheduled on May 26, 2021 at 5:00 p.m.

Respectfully submitted,



GLEN E. STURDEVANT, CLERK



Manager's Report

To: Board of Directors

From: Scott McCutcheon, General Manager

Date: May 11, 2021

RE: Item No. 19 – BCSDA Representatives' and LAFCo Report

19.1 BCSDA

No Report

19.2 LAFCo

The Butte LAFCO agenda for the May 7, 2020 regular meeting is attached for general information purposes.

Attachment Included



Manager's Report

To: Board of Directors

From: Scott McCutcheon, General Manager

Date: May 11, 2021

RE: Item No. 20 – Board Members', Manager and Staff Comments

20.1 Field Operations Supervisor Report

No Report

20.2 COVID 19 Update