



AGENDA

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

Board of Directors
Regular Meeting
September 14, 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: 857 1043 2685
Passcode: 606914

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. **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.

4.1 BOARD MEETING MINUTES: REGULAR MEETING SEPTEMBER 14, 2021
SPECIAL MEETING SEPTEMBER 8, 2021

4.2 FINANCIAL REPORT MONTH ENDING: SEPTEMBER 30, 2021

4.3 PAYMENT OF CLAIMS MONTH ENDING: SEPTEMBER, 2021

5. ITEMS REMOVED FROM THE CONSENT AGENDA (IF ANY)

6. REVIEW OF NIXON-EGLI EQUIPMENT CO. QUOTE FOR 2021 900-ECO 6 YARD COMBINATION TRUCK

Field Operations Supervisor Victorino will update the Board on the onsite presentation and field demonstration of the Vacuum Truck. The quotation from Nixon-Egli Equipment Co. for a 2021 900-Eco 6 Yard Combination Truck is attached for discussion.

Discussion and possible action

7. BILLING DOCUMENT SYSTEMS (BDS) REVIEW

Staff will present to the Board a review of billing systems focused on a proposed outsourcing of statement printing and mailing with additional website portal for customer payments.

Discussion and possible action

8. CLOSED SESSION – GOVERNMENT CODE §54957 AND §54957.6

8.01 EMPLOYMENT INTERVIEW (Pursuant to Government Code Section 54957)

Title: General Manager

8.02 EMPLOYMENT INTERVIEW (Pursuant to Government Code Section 54957)

Title: General Manager

8.03 CONFERENCE WITH DISTRICT LABOR NEGOTIATOR REGARDING THE UNREPRESENTED POSITION OF GENERAL MANAGER (Pursuant to Government Code Section 54957.6)

8.04. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Pursuant to Government Code Section 54957)

Title: Office Clerk

8.05. PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT (Pursuant to Government Code Section 54957)

Title: Bookkeeper/Clerk of The Board

9. **REQUEST APPROVAL TO SUBMIT PALERMO WASTEWATER CONSOLIDATION PLANNING GRANT APPLICATION AND ADOPTION OF RESOLUTION 06-21 'AUTHORIZING THE GENERAL MANAGER OR DESIGNEE AS DULY AUTHORIZED REPRESENTATIVES FOR THE DISTRICT'**

The Board will review the request for approval to submit the Palermo Wastewater Consolidation Planning Grant application and consider adopting Resolution 06-21 'Authorizing the General Manager or Designee as Duly Authorized Representatives for the District' as part of the process of submitting the application.

Discussion and possible action

10. **REQUEST TO REVIEW AND ADOPT POLICY 2305 - 'JOB DESCRIPTION-TEMPORARY ASSISTANT TO THE MANAGER'**

The General Manager will request that the Board waive the requirement to review a draft of a proposed new policy at a prior regular meeting and adopt Policy 2305- 'Job Description-Temporary Assistant to the Manager'.

Discussion and possible action

REPORTS AND CONSULTATIONS

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

12. **BCSDA REPRESENTATIVES AND LAFCo REPORT**

13. **QUARTERLY INVESTMENT SUMMARY AND CASH FLOW ANALYSIS**

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

- **FIELD OPERATIONS REPORT**
- **PERSONNEL COMMITTEE REPORT**

15. **ADJOURNMENT**



Manager's Report

To: Board of Directors
From: Scott McCutcheon, General Manager
Date: October 12, 2021

RE: Item No. 4 – Consent Agenda

Item No. 4.1 **Board Meeting Minutes** - Minutes from the September 14, 2021 regular, and September 9, 2021 special board meetings are included for the Board's review and approval.

Attachment Included

Item No. 4.2 **Financial Reports** - Profit and Loss report through September 2021 is complete and ready for review, comment, and approval.

Attachment Included

Item No. 4.3 **Payment of Warrants** - The pending September 2021 Claims and Warrants are attached for review and Board approval for payment.

Attachment Included

**UNADOPTED
LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
SEPTEMBER 14, 2021**

CALL TO ORDER

President Sharman called the meeting to order at 1:59 P.M. Directors present were Fairbanks, Marciniak, Mastelotto and Salvucci. General Manager (GM) McCutcheon, Field Operations Foreman Victorino, Clerk of the Board Hamblin and District Engineer Knibb represented the District. Guest Dania Jimmerson attended via Zoom.

SALUTE TO THE FLAG

Director Fairbanks 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 August 10, 2021, and the minutes of the Special Board Meetings of August 5, 2021 and August 27, 2021, the Financial Reports and the Claims List for month ending August 31, 2021. After discussion, it was moved by Director Marciniak and seconded by Director Mastelotto that the items on the consent agenda be approved as presented. The motion passed with the following roll call vote:

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

PRESENTATION BY DANIA JIMMERSON OF THE STATE WATER BOARD REGARDING PALERMO WASTEWATER

Dania Jimmerson delivered a Power Point presentation regarding the potential funding, what the funding would cover and the application process to provide sewerage services to Palermo. Following the presentation, she answered questions from the Board. Engineer Knibb gave the Board an overview of the need for sewerage services in the Palermo area and what has been done previously.

No action taken.

**APPROVAL OF RESOLUTION NO. 05-2021 KYLE ROBERSON APN 079-090-030
ACCEPTANCE OF SEWEAGE FACILITIES**

GM McCutcheon updated the Board regarding the sewerage system on APN 079-090-030. After discussion it was moved by Director Salvucci and seconded by Director Fairbanks to adopt Resolution No. 05-2021 Kyle Roberson APN 079-090-030 Acceptance of Sewerage Facilities. The motion passed with the following roll call vote:

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

**REVIEW AND AUTHORIZE EXECUTION OF THE MEMORANDUM OF UNDERSTANDING
(MOU) FOR THE LEAP AND REAP GRANTS**

GM McCutcheon requested that the Board authorize him to execute the MOU for the LEAP and REAP Grants. After discussion it was moved by Director Sharman and seconded by Director Mastelotto to authorize GM McCutcheon to execute the MOU for the LEAP and REAP Grant funding. The motion passed with the following roll call vote:

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

APPROVAL OF THE 2021 SEWER SYSTEM MASTER PLAN

GM McCutcheon presented the 2021 Sewer System Master Plan as prepared by Sauers Engineering and requested the Board to approve the plan. After discussion it was moved by Director Sharman and seconded by Director Mastelotto to approve the 2021 Sewer System Master Plan. The motion passed with the following roll call vote:

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

APPROVAL OF THE 2021 SEWER SYSTEM MANAGEMENT PLAN

GM McCutcheon presented the 2021 Sewer System Management Plan as prepared by Sauers Engineering and requested the Board to approve the plan. After discussion it was moved by Director Sharman and seconded by Director Marciniak to approve the 2021 Sewer System Management Plan. The motion passed with the following roll call vote:

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

REQUEST TO AMEND THE CAPITAL EXPENDITURES BUDGET DUE TO INCREASED COST FOR A NEW SERVICE TRUCK

GM McCutcheon requested that the Board approve an amendment to the capital expenditure budget due to the increase in cost for a new service truck. After discussion it was moved by Director Mastelotto and seconded by Director Salvucci to increase the line item budget for a new service truck from \$50,000.00 to \$55,000.00. The motion passed with the following roll call vote:

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

REQUEST TO AMEND THE CAPITAL EXPENDITURES BUDGET DUE TO INCREASED COST FOR A PUMP OVERHAUL AT HANGING TREE LIFT STATION

GM McCutcheon requested that the Board approve an amendment to the capital expenditure budget due to the increase in cost for a pump overhaul at the Hanging Tree Lift Station. After discussion it was moved by Director Salvucci and seconded by Director Sharman to increase the line item budget for a pump over haul at the Hanging Tree Lift Station from \$6,055.00 to \$20,000.00. The motion passed with the following roll call vote:

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

CLOSED SESSION – GOVERNMENT CODE §54957 and §54957.6

President Sharman moved the meeting into closed session at 3:20 P.M.

President Sharman returned the meeting to open session at 3:37 P.M., stating that Direction was given to the District Labor Negotiator.

SC-OR COMMISSIONERS' REPORT

No report given.

BCSDA REPRESENTATIVES AND LAFCo REPORT

No report given.

FIELD OPERATIONS REPORT

Field Operations Foreman Vince Victorino presented the Field Operations Report.

PERSONNEL COMMITTEE MEETING REPORT

No report given.

ADJOURNMENT

There being no further business to come before the Board the meeting was adjourned at 3:52 P.M.

Respectfully submitted,

Kelly Hamblin,
Clerk of the Board

**UNADOPTED
LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
BOARD OF DIRECTORS SPECIAL MEETING
SEPTEMBER 8, 2021**

CALL TO ORDER

Vice President Mastelotto called the meeting to order at 4:00 P.M. Directors present were Fairbanks, Marciniak, and Salvucci. General Manager (GM) McCutcheon represented the District.

SALUTE TO THE FLAG

Vice President Mastelotto led the meeting with the salute to the flag.

MOMENT OF SILENCE

Vice President Mastelotto asked the Board to observe a moment of silence for the COVID victims.

CLOSED SESSION – GOVERNMENT CODE §54957

Vice President Mastelotto moved the meeting into closed session at 4:06 P.M.

Vice President Mastelotto returned the meeting to open session at 5:10 P.M., stating that direction was given to the previously designated District Labor Negotiator with regards to the position of General Manager.

ADJOURNMENT

There being no further business to come before the Board the meeting was adjourned at 5:13 P.M.

Respectfully submitted,

Scott McCutcheon
General Manager, LOAPUD

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Cash Report
For the Accounting Period: 9/21

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
53 Sewer						
10001 Five Star Bank - General Acct.	587,228.25	32,441.24	205.68	0.00	474,357.42	145,517.75
10021 Five Star USDA	66,648.84	5.48	0.00	0.00	0.00	66,654.32
10031 Five Star Money Market	981,672.28	178.33	0.00	0.00	0.00	981,850.61
10400 LAIF 10401 Series A Bond Debt	2,701,934.79	0.00	0.00	0.00	0.00	2,701,934.79
10401 LAIF ACCOUNT SERIES A BOND DEPT	107,048.00	0.00	0.00	0.00	0.00	107,048.00
10500 Petty Cash	500.00	0.00	0.00	0.00	0.00	500.00
Total Fund	4,445,032.16	32,625.05	205.68		474,357.42	4,003,505.47
55 RIVER RANCH OROVILLE LLC						
10001 Five Star Bank - General Acct.	-8,838.37	0.00	0.00	0.00	1,400.00	-10,238.37
71 Payroll Clearing						
10001 Five Star Bank - General Acct.	1,233.15	0.00	54,156.18	53,663.88	0.00	1,725.45
73 Claims Clearing						
10001 Five Star Bank - General Acct.	52,032.32	0.00	429,466.51	74,968.47	0.00	406,530.36
Totals	4,489,459.26	32,625.05	483,828.37	128,632.35	475,757.42	4,401,522.91

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

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

Combined Funds

Account Object	Description	----- Current Year -----				
		Current Month	Current YTD	Budget	Variance	%
Revenue						
41100	Sewer Service Charge	398,245.14	398,204.52	1,592,439.00	-1,194,234.48	25
41150	Pumping Charge	31,865.61	31,865.61	127,322.00	-95,456.39	25
41200	Kelly Ridge Pumping Chg (Taxes)			45,000.00	-45,000.00	
41300	Connection Fee		200.00		200.00	24
Total Revenue		430,110.75	430,270.13	1,764,761.00	-1,334,490.87	24
Expenses						
51000	Administration					
60100	Salaries & Wages	19,023.37	56,311.79	249,062.00	192,750.21	23
60200	Sick Time Buy Back			3,000.00	3,000.00	
62100	Health Insurance	4,790.38	14,483.34	72,279.00	57,795.66	20
62150	HSA PAYABLE	833.32	7,499.88		-7,499.88	
62200	Dental Insurance	292.44	896.76	3,802.00	2,905.24	24
62250	Life Insurance	33.78	99.50	462.00	362.50	22
62300	Vision Insurance		253.00	3,003.00	2,750.00	8
62400	Deferred Comp 457	365.08	1,095.46	4,981.00	3,885.54	22
62450	CALPERS Contribution	14,001.63	42,022.73	84,575.00	42,552.27	50
62500	Workers Comp Ins.	289.45	473.27	4,572.00	4,098.73	10
62550	Payroll Taxes/Ins.	1,372.41	4,127.66	20,864.00	16,736.34	20
65100	Office Utilities		-124.39		124.39	
66100	Office Supplies & Expenses	100.00	100.00		-100.00	
Total Account		41,101.86	127,239.00	446,600.00	319,361.00	28
51100	Director					
60100	Salaries & Wages	2,000.00	6,000.00	24,000.00	18,000.00	25
62300	Vision Insurance		232.00	5,000.00	4,768.00	5
62550	Payroll Taxes/Ins.	185.00	555.00	1,836.00	1,281.00	30
Total Account		2,185.00	6,787.00	30,836.00	24,049.00	22
55100	LEAP GRANT					
64100	Engineering Services			45,300.00	45,300.00	
64152	SURVEYING SERVICES			81,000.00	81,000.00	
67450	Environmental			160,000.00	160,000.00	
Total Account				286,300.00	286,300.00	
55200	REAP GRANT					
64100	Engineering Services			34,340.00	34,340.00	
64152	SURVEYING SERVICES			60,950.00	60,950.00	
67450	Environmental			120,960.00	120,960.00	
Total Account				216,250.00	216,250.00	
57000	General Operating					
64100	Engineering Services	2,002.50	19,515.00	60,000.00	40,485.00	33

Combined Funds

		----- Current Year -----				
Account Object	Description	Current Month	Current YTD	Budget	Variance	%
64150	Legal Services		-3,098.00	36,000.00	39,098.00	-9
64200	Accounting/Audit Services	7,000.00	17,225.00	20,400.00	3,175.00	84
64250	Insurance	3,705.58	14,822.32	44,600.00	29,777.68	33
64300	Software Maintenance & Tech Support	869.00	9,092.95	44,400.00	35,307.05	20
65100	Office Utilities	1,076.54	3,267.08	19,465.00	16,197.92	17
65150	Shop/Yard Utilities	736.15	1,395.96	10,380.00	8,984.04	13
66100	Office Supplies & Expenses	1,936.54	5,751.22	18,000.00	12,248.78	32
66150	Office Equipment	239.87	1,243.07	33,000.00	31,756.93	4
66200	Building & Yard Repairs / Maintenance	1,428.86	1,488.99	13,000.00	11,511.01	11
66250	Small Tools & Consumables	522.84	3,511.70	22,700.00	19,188.30	15
66350	Outside services	466.61	2,092.87	5,000.00	2,907.13	42
67100	Education & Training			12,000.00	12,000.00	
67150	Membership/Subscriptions		1,366.56	9,900.00	8,533.44	14
67200	Permits & Licenses		4,245.33	14,150.00	9,904.67	30
67250	Travel, Meals & Entertainment		309.75	3,000.00	2,690.25	10
67300	Elections			5,000.00	5,000.00	
67350	Bank Fees	590.47	3,107.27	10,800.00	7,692.73	29
67400	Safety Training		246.25	12,000.00	11,753.75	2
67450	Environmental			3,050.00	3,050.00	
67550	LAFCo Operating Fees		1,488.32	2,400.00	911.68	62
	Total Account	20,574.96	87,071.64	399,245.00	312,173.36	22
58000	Field					
60100	Salaries & Wages	18,835.31	59,639.75	353,683.00	294,043.25	17
60200	Sick Time Buy Back			3,000.00	3,000.00	
61150	Standby Wages	483.94	1,464.36	6,525.00	5,060.64	22
61200	Regular Overtime Wages			17,887.00	17,887.00	
61250	Call-Out Overtime Wages			7,680.00	7,680.00	
62100	Health Insurance	1,581.70	4,817.00	76,101.00	71,284.00	6
62150	HSA PAYABLE	208.33	4,166.60	12,500.00	8,333.40	33
62200	Dental Insurance	108.33	323.73	8,332.00	8,008.27	4
62250	Life Insurance	30.42	78.80	901.00	822.20	9
62300	Vision Insurance		1,153.71	6,006.00	4,852.29	19
62400	Deferred Comp 457	382.54	1,214.40	7,573.00	6,358.60	16
62450	CALPERS Contribution	1,580.09	4,649.91	125,669.00	121,019.09	4
62500	Workers Comp Ins.	2,341.89	4,790.36	37,210.00	32,419.64	13
62550	Payroll Taxes/Ins.	1,461.18	4,790.87	35,507.00	30,716.13	13
63500	Boots and Uniforms			5,700.00	5,700.00	
65175	PUMP STATION UTILITIES	5,416.81	10,873.46	69,340.00	58,466.54	16
66300	Safety Supplies	200.26	1,122.50	6,000.00	4,877.50	19
66350	Outside services		885.50	7,000.00	6,114.50	13
68100	Routine Operations & Maintenance - Sewer System		3,536.61	9,000.00	5,463.39	39
68125	REPAIRS AND MAINTENANCE ON PUMP STATIONS		58.44	69,415.00	69,356.56	
68150	I & I Operations & Maintenance			43,200.00	43,200.00	
69100	Diesel Fuel			22,680.00	22,680.00	
69150	Gasoline			15,120.00	15,120.00	
69200	Oils & Grease			1,800.00	1,800.00	
69250	Heavy Equipment Repairs & Maintenance	592.61	889.35	13,000.00	12,110.65	7
69300	Auto Repairs & Maintenance	48.68	2,328.44	12,900.00	10,571.56	18

Combined Funds

Account Object	Description	----- Current Year -----				
		Current Month	Current YTD	Budget	Variance	%
Total Account		33,272.09	106,783.79	973,729.00	866,945.21	11
Total Expenses		97,133.91	327,881.43	2,352,960.00	2,025,078.57	14
Net Income from Operations		332,976.84	102,388.70			
Other Revenue						
47100	Capacity Charge		4,777.00		4,777.00	
47150	Sewer Service Late Fees		19,392.28		19,392.28	
47195	FUEL SALES	103.36	211.69		211.69	
47200	Interest	231.46	10,148.87	6,377.00	3,771.87	159
47250	RD Surcharge	90,556.90	90,547.10	362,148.00	-271,600.90	25
47350	Current Sec Taxes			280,000.00	-280,000.00	
47400	Current Unsec Tax			12,000.00	-12,000.00	
47500	Other Taxes			3,600.00	-3,600.00	
47871	SC-OR Regional Facility Charge		6,638.00		6,638.00	
48000	GRANT REVENUE			502,550.00	-502,550.00	
49000	Other Income	15.00	4,040.00		4,040.00	
Total Other Revenue		90,906.72	135,754.94	1,166,675.00	-1,030,920.06	12
Other Expenses						
81000	Capital Outlay					
81104	Las Plumas Lift Station Prelim		-10,602.45		10,602.45	
81110	Equipment Purchase	50,202.54	50,202.54	345,055.00	294,852.46	15
81112	Master Plan Update	375.00	-3,675.00		3,675.00	
81200	District Projects-CIP			457,780.00	457,780.00	
Total Account		50,577.54	35,925.09	802,835.00	766,909.91	4
85000	Debt Service					
85200	Loan Principal		62,000.00	62,000.00		100
85250	Loan Interest Expense		51,425.00	101,533.00	50,108.00	51
Total Account			113,425.00	163,533.00	50,108.00	69
87000	Other Expense					
74400	Depreciation			564,000.00	564,000.00	
Total Account				564,000.00	564,000.00	
Total Other Expenses		50,577.54	149,350.09	1,530,368.00	1,381,017.91	10

10/06/21
09:42:47

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Income Statement
For the Accounting Period: 9 / 21

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Report ID: LB170A

Combined Funds

Account Object	Description	----- Current Year -----				%
		Current Month	Current YTD	Budget	Variance	
	Net Income	373,306.02	88,793.55			

Claims

Check #	Check Type	Vendor/Employee/Payee Number/Name	Check Amount	Period	Date Issued	Notes
-99877	E	30 CA PUBLIC EMPLOYERS' RETIREMENT S	12262.67	9/21	09/10/21	CL 1547 12262.67
-99876	E	30 CA PUBLIC EMPLOYERS' RETIREMENT S	108.75	9/21	09/10/21	CL 1548 108.75
22542	SC	7 ALHAMBRA	110.31	9/21	09/24/21	CL 1554 110.31
22543	SC	11 ANSWERLINE COMMUNICATIONS	221.30	9/21	09/24/21	CL 1569 221.30
22544	SC	12 AT & T/SBC	481.22	9/21	09/24/21	CL 1575 481.22
22545	SC	17 BLUE SHIELD OF CA	7191.07	9/21	09/24/21	CL 1574 7191.07
22546	SC	32 CA WATER SERVICE	54.16	9/21	09/24/21	CL 1576 26.44
						CL 1577 27.72
22547	SC	39 COMER'S PRINT SHOP	95.07	9/21	09/24/21	CL 1570 95.07
22548	SC	78 MINASIAN LAW FIRM	4585.00	9/21	09/24/21	CL 1572 3185.00
						CL 1573 1400.00
22549	SC	81 MME	592.61	9/21	09/24/21	CL 1561 592.61
22550	SC	85 NORTHERN CA GLOVES	200.26	9/21	09/24/21	CL 1567 200.26
22551	SC	93 PACIFIC GAS & ELECTRIC	5825.78	9/21	09/24/21	CL 1566 5825.78
22552	SC	97 PAYGOV.US	590.47	9/21	09/24/21	CL 1565 590.47
22553	SC	109 SAUERS ENGINEERING INC	2377.50	9/21	09/24/21	CL 1562 375.00
						CL 1563 517.50
						CL 1564 1485.00
22554	SC	115 SOUTH FEATHER WATER	71.40	9/21	09/24/21	CL 1578 30.72
						CL 1579 24.42
						CL 1580 16.26
22555	SC	119 STREAMLINE	200.00	9/21	09/24/21	CL 1545 200.00
22556	SC	141 VISTA NET, INC.	185.00	9/21	09/24/21	CL 1555 185.00
22557	SC	145 XEROX CORPORATION	239.87	9/21	09/24/21	CL 1571 239.87
22558	SC	89 OROVILLE FORD LINCOLN MERCURY	50202.54	9/21	09/24/21	CL 1581 50202.54
22559	SC	14 BETTER DEAL EXCHANGE	51.90	9/21	09/29/21	CL 1586 51.90
22560	SC	16 BLACK MOUNTAIN SOFTWARE	100.00	9/21	09/29/21	CL 1587 100.00
22561	SC	100 POSTAGE-BULK MAILING	1841.47	9/21	09/29/21	CL 1588 1841.47
22562	SC	114 SINGLETONAUMAN	7000.00	9/21	09/29/21	CL 1584 7000.00
22563	SC	115 SOUTH FEATHER WATER	24.84	9/21	09/29/21	CL 1582 24.84
22564	SC	139 VERIZON WIRELESS	385.21	9/21	09/29/21	CL 1585 385.21
22565	SC	3 ACCULARM	135.00	9/21	10/08/21	CL 1589 135.00
22566	SC	14 BETTER DEAL EXCHANGE	1452.05	9/21	10/08/21	CL 1596 23.19
						CL 1597 1428.86
22567	SC	38 COMCAST	353.78	9/21	10/08/21	CL 1594 353.78
22568	SC	46 DATATREE	99.00	9/21	10/08/21	CL 1595 99.00
22569	SC	60 HUMANA	514.84	9/21	10/08/21	CL 1592 514.84
22570	SC	85 NORTHERN CA GLOVES	447.75	9/21	10/08/21	CL 1600 447.75
22571	SC	108 RIEBES AUTO PARTS	48.68	9/21	10/08/21	CL 1590 48.68
22572	SC	110 SC-OR	329957.25	9/21	10/08/21	CL 1593 329957.25
22573	SC	115 SOUTH FEATHER WATER	33.11	9/21	10/08/21	CL 1598 33.11
22574	SC	119 STREAMLINE	200.00	9/21	10/08/21	CL 1591 200.00
22575	SC	141 VISTA NET, INC.	185.00	9/21	10/08/21	CL 1599 185.00

Claims Total # of Checks: 36

Total: 428424.86

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

Payroll

Check #	Check Type	Vendor/Employee/Payee Number/Name	Check Amount	Period	Date Issued	Notes
-89838	P	2 ROBERT L BRODERSON	1479.12	9/21	09/10/21	
-89837	P	18 JOSHUA FREEMAN	1164.14	9/21	09/10/21	
-89836	P	4 KELLY J HAMBLIN	1399.97	9/21	09/10/21	
-89835	P	10 SCOTT A MCCUTCHEON	2347.70	9/21	09/10/21	
-89834	P	15 SHAWN PETERSON	1700.45	9/21	09/10/21	
-89833	P	11 ANNELYN A RACKLEY	484.00	9/21	09/10/21	
-89832	P	19 VINCENT M VICTORINO	1999.75	9/21	09/10/21	
-89831	P	CALPERS 457 CAL 457	1309.19	9/21	09/10/21	
-89830	P	PERS CLASS CAL PERS CLASSIC	1079.06	9/21	09/10/21	
-89829	P	PEPRA CAL PERS PEPRA	1660.20	9/21	09/10/21	
-89828	P	FIT EFTPS	4123.21	9/21	09/10/21	
-89827	P	SDI EDD	762.67	9/21	09/10/21	
-89826	P	HEALTH INS LAKE OROVILLE AREA PUD	3322.31	9/21	09/10/21	
-89825	P	AD&D LOPUD	713.22	9/21	09/10/21	
-89824	P	2 ROBERT L BRODERSON	1736.39	9/21	09/24/21	
-89823	P	4 KELLY J HAMBLIN	1352.06	9/21	09/24/21	
-89822	P	16 ROBERT MARCINIAK	364.60	9/21	09/24/21	
-89821	P	9 ANGELA D MASTELOTTO	364.60	9/21	09/24/21	
-89820	P	10 SCOTT A MCCUTCHEON	2347.70	9/21	09/24/21	
-89819	P	15 SHAWN PETERSON	1592.80	9/21	09/24/21	
-89818	P	11 ANNELYN A RACKLEY	524.79	9/21	09/24/21	
-89817	P	19 VINCENT M VICTORINO	1992.96	9/21	09/24/21	
-89816	P	CALPERS 457 CAL 457	1196.41	9/21	09/24/21	
-89815	P	PERS CLASS CAL PERS CLASSIC	1079.06	9/21	09/24/21	
-89814	P	PEPRA CAL PERS PEPRA	1630.37	9/21	09/24/21	
-89813	P	FIT EFTPS	4716.81	9/21	09/24/21	
-89812	P	CA TRAIN (ETT) EDD	867.80	9/21	09/24/21	
-89811	P	HEALTH INS LAKE OROVILLE AREA PUD	3322.17	9/21	09/24/21	
-89810	P	AD&D LOPUD	713.25	9/21	09/24/21	
88053	P	AFLAC 125 AFLAC	68.00	9/21	09/08/21	
88054	P	5 DARIN K KAHALEKULU	1733.67	9/21	09/10/21	
88055	P	6 DEE G FAIRBANKS	364.60	9/21	09/24/21	
88057	P	5 DARIN K KAHALEKULU	1733.74	9/21	09/24/21	
88058	P	17 RICHARD SALVUCCI	364.60	9/21	09/24/21	
88059	P	13 WILLIAM P SHARMAN	364.60	9/21	09/24/21	
88060	P	18 JOSHUA FREEMAN	820.37	9/21	09/23/21	
88062	P	18 JOSHUA FREEMAN	1164.14	9/21	09/23/21	
88063	P	AFLAC 125 AFLAC	68.00	9/21	09/28/21	

Payroll Total # of Checks: 38 Total: 54028.48

Grand Total # of Checks: 74 Total: 482453.34

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



Manager's Report

To: Board of Directors

From: Scott McCutcheon, General Manager

Date: October 12, 2021

RE: Item No. 5 – Items Removed From Consent Agenda



Manager's Report

To: Board of Directors
From: Scott McCutcheon, General Manager
Date: October 12, 2021

RE: Item No. 6 – Review of Nixon-Egli Equipment Co. Quote for a 2021
900-Eco 6 Yard Combination Truck

Field Operations Supervisor Victorino will update the Board on the onsite presentation and field demonstration of the Vacuum Truck. The quotation from Nixon-Egli Equipment Co. for a 2021 900-Eco 6 Yard Combination Truck is attached for discussion.

Attachment Included

Recommended Action: None

NIXON-EGLI EQUIPMENT CO.

www.nixon-egli.com

- SO. CALIFORNIA: 2044 South Vineyard Avenue, Ontario, CA 91761 • (909) 930-1822 • FAX (909) 923-2356
- NO. CALIFORNIA: 800 East Grant Line Road, Tracy, CA 95376 • (209) 830-8600 • FAX (209) 830-8884

34City of Oroville Public Utilities District
1960 Elgin St,
Oroville CA, 95966

October 7, 2021
Quote Number- 100328B

Attention- Vincent Victorino
Reference- 900-Eco

Oroville PUD Sourcewell ID# 187395
SECOA Sourcewell ID# 122017-SCA

Sourcewell 

Dear Mr. Victorino,

We are pleased to quote you One 900-Eco 6 Yard Combination Truck equipped as follows:

Vacuum System:

- 4400 CFM Blower
- 8" Vacuum Hose System
- 18" Hg Vacuum Rating
- Dual Cyclone Separator
- Dual Element 10 Micron Final Filter
- Remote Vacuum Relief
- Analog Vacuum Display
- (6) Tube / Tube Rack

Boom:

- Telescoping Boom System
- Telescoping Reach 17' 2" to 27' 2"
- Hydraulic Powered Boom
- 180 Degree Working Radius
- Boom Joystick Control

Debris Tank:

- 6 Cubic Yard Capacity
- Exten Steel Construction
- Debris Level Indicator
- Hydraulic Dump 50 Degree Dump Angle (Lift Cylinder)
- Dual Ported Rear Door w/ Knife Valve
- Dump Height 60"
- Hydraulic Open/Close/Lock Door

Water System:

- 600 Gallon Capacity Water Tank
- Giant Plunger Style Triplex
- 65 GPM @ 2000 PSI w/ 30 min run dry
- Black Duraprolene Water Tank Construction w/ 10 year warranty
- Cold Weather Recirculation System
- 2.5" Hydrant Fill System
- Air Purge Valve
- Variable Volume Delivery
- Low Water Warning Light
- Analog Pressure Display
- Front and Mid Ship Hand Gun Ports

NIXON-EGLI EQUIPMENT CO.

www.nixon-egli.com

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- SO. CALIFORNIA: 2044 South Vineyard Avenue, Ontario, CA 91761 • (909) 930-1822 • FAX (909) 923-2356
 - NO. CALIFORNIA: 800 East Grant Line Road, Tracy, CA 95376 • (209) 830-8600 • FAX (209) 830-8884

Electrical:

- NEMA 4 Control Panel
- Hour Meter (Blower & Water Pump)
- Military Spec. Sealed Switches

Truck:

- Mounting to Approved Chassis
- (1) Aluminum Toolbox 24"x42"x100" – Behind Cab
- LED D.O.T Approved Lighting
- (2) Tow Hooks Front Bumper

Hose Reel & Hose:

- Front Mounted Telescoping & Rotating
- 800' x 1" Hose Capacity
- 10' Leader Hose
- Single Side Controls

Accessories:

- (3) 8" x 6' Extension Tube
- (1) 8" x 3' Extension Tube
- (1) 8" x 6' Crowned Suction Nozzle
- (1) 6" x 10' Flat Discharge Hose
- (6) Quick Clamps
- BB Hose Guide
- Tri-Star (Chisel Point) Nozzle
- DD (High Flow) Nozzle
- Finned Nozzle Extension
- Nozzle Rack (Mounted Midship Toolbox)
- 25' Fill Hose
- Upstream Pulley Guide
- Washdown Gun
- Cleaner, Tip, Torch, small
- (1) Hydrant Wrench
- (1) Paper Owner's Manual

Additional Options Included in Pricing Below:

- Automatic Level Wind w/ Hydraulic up/down Action
- Digital Smart Counter Footage Meter
- Footage Meter (Mounted on Jet Hose Reel)
- 800' 1" Hose
- 25' Leader Hose
- Additional 200 Gallon Duraprolene Water Tank
- Water Tank Low Level Audible Alarm (Level set point at 150 gallons)
- Fill Hose Storage Rack
- 2" Y Strainer on inlet fill system
- Central Washdown System (includes 50' of ½" hose on a spring retracting hose reel, mid-ship)
- Locking Access Cover for Drivers Side Bumper
- Debris body wash out system (includes dual nozzles in debris box)

NIXON-EGLI EQUIPMENT CO.

www.nixon-egli.com

- SO. CALIFORNIA: 2044 South Vineyard Avenue, Ontario, CA 91761 • (909) 930-1822 • FAX (909) 923-2356
□ NO. CALIFORNIA: 800 East Grant Line Road, Tracy, CA 95376 • (209) 830-8600 • FAX (209) 830-8884

- Decant Screen on Rear Door Port (swing out perforated shield)
- Wireless Remote Control Pendant
- Wireless Remote Alarm (buzzer alarms if remote is not on the docking station)
- Enhanced Visibility Camera (includes front and rear mounted cameras w/ monitor in cab)
- 4 LED Flush Mounted Strobes (2 front and 2 side facing)
- LED Arrow Stick
- LED Manhole Area Work Light
- LED Curbside Body Mounted Work Light
- LED Boom Mounted (2) Work Lights w/ Limb guards
- LED Rear Mounted (2) Work Lights Above Rear Door
- LED Handled Wireless 12v/110v Spotlight
- (4) Rubber Bumpers Mounted on Rear Bumper
- (6) 28" D.O.T Safety Cones and Holder
- Central Lubrication System
- Standard Hydro-excavation Cleaning Kit (20 GPM @ 2000 PSI) (8" x 6' digging tube, 8gpm rotary digging wand, 10gpm linear nozzle) (2) 5' Extension wands and automatic reel w/75' of 3/8" Hose)
- (1) Day Factory Supplied On-Site Training

List Sales Price: \$302,572.00
~~(-3%) Sourcewell Discount: - (\$9,077.16)~~
Sales Price with Discount: \$293,494.84
~~Additional Discount: - (\$34,460.00)~~
Total Including Additional Discount: \$259,034.84
2021 Freightliner 114SD Conventional Chassis Pricing: \$107,647.00
Total Sales Price Including Chassis: \$366,681.84
(8.25%) Sales Tax: \$30,251.25
Total Sales Price Including Sales Tax: \$396,933.09
Freight: \$8,000.00

Sales Price Total: \$404,933.09

The above price(s) are valid for 30 days.

Thank you for the opportunity to quote on your equipment needs. Should you have any further questions, please feel free to contact me.

Freight provided by Sewer Equipment Company covers freight VIA drive-away from Factory to Nixon-Egli and from Nixon-Egli to Oroville PUD.

Sincerely,

NIXON-EGLI EQUIPMENT CO.
Dylan T. Blanchard
Municipal Area Manager



Manager's Report

To: Board of Directors

From: Scott McCutcheon, General Manager

Date: October 12, 2021

RE: Item No. 7 – Billing Document Systems (BDS) Review

Staff will present to the Board a review of billing systems focused on a proposed outsourcing of statement printing and mailing with additional website portal for customer payments.

Attachment Included

Recommended Action: None

BDS Outsourcing vs In House Statement Processing

On September 8th, Darin, Ann and myself attended a presentation from Billing Document Specialist (BDS) to outsource our accounts receivable processing.

BDS partners with Black Mountain Software to provide billing document services such as printing, mailing and emailing. Along with those services they offer additional services and support for collecting and processing of receivable payments.

We ran a comparison of time and expenses to outsource the printing and mailing of billing statements. All costs are based on a quarter (one billing cycle) – see below:

All estimates are based on 4274 statements. Current approximate costs: \$4,088.00 to run statements each quarter.

\$1,020.00	for statement paper and envelopes
\$ 100.00	for BMS to Cass (verifying 4 digit zip code extensions)
\$ 242.00	for machine rental (folder/stuffer)
\$1,840.00	for postage
\$ 262.00	for printing overages on the Xerox
\$ 624.00	for 13 hours of printing, stuffing and delivering to USPS. (This is a conservative number based on if no machines go down and no other issues arise.)

This cost will vary depending on the number of statements etc. but for the most part it is a clear, close representation of what the cost is.

BDS offers a “pick & choose” menu of services. If we wanted the exact statement we have today this is what our costs would run:

\$ 525.00	Startup - one time only to Black Mountain Software
\$ 135.00	yearly maintenance to Black Mountain Software
\$ 899.00	to print both sides of 1 page, with color, remit envelope and mailing envelope.
\$1,837.00	this is an estimate at \$.43 per envelope*

*this is an estimate. They bill at cost and it can vary from .0397 - .465. The price will most likely be less because the bulk of our mailings are local zip codes. It will probably be closer to \$.41 each.

BDS cost to process our statements would run approximately \$2,736.00 with an additional \$660.00 startup cost from Black Mountain software (there would be an annual fee of \$135 each year thereafter.)

BDS doesn't have a set up charge for the statement processing or website.

When we use their service we can also get a website that customers can review their bill and pay online. To post the PDF statements to the site it costs \$.01 each or approximately \$45.00 per billing cycle.

Other advantages they offer:

- They run all the addresses through the National Change of Address (NCOA) database to correct any addresses that have a forwarding order or change of address with the post office. Free.
- They package multiple statements in one envelope (up to 7 in one envelope \$.45 extra for each envelope) which we currently do not do. Both of these will save on postage.
- We can also (for a fee \$.08 each) add inserts to our statements.

The second half to BDS is the processing of payments.

Currently we spend approximately 1 minute per item to post receipts to Black Mountain. Unfortunately, we don't take in as many payments as we mail out statements. Over the last quarter we have taken in 54 cash payments, 2571 checks and 922 credit cards.

The bulk of the payments come in the first month. Then they taper off over the next two months.

We feel that we spend about 58-60 hours per quarter posting receipts to accounts.

This doesn't count the time we spend on the phone taking credit card payments – which is a lot. We took 429 credit card payments via the telephone last quarter – it varies from 3 minutes to 5 minutes depending on the customer. We don't store credit/debit card numbers so we have to re-enter the card information each time.

We had 322 ACH customers whose accounts draft automatically. Darin prepares a file to submit to our bank and the money is then drafted from the customer's account. This takes about 20 minutes of his time and the payments are automatically posted to each account.

We currently email statements to 100 to customers. This process takes about 20-30 minutes.

Current amount spent is approximately \$8,222.00

\$2,880.00	The time we spend on posting receipts is approximately 60 hours
\$3,422.00	The credit card processing fee is 2.5%
\$1,920.00	Reconciling of accounts and making remote deposits 40 hours

The services that BDS offers would eliminate some of the above.

\$ 850.00	onetime set up fee
\$ 500.00	onetime over the counter set up (including credit card processing machine)
\$ 25.00	fee for E statements (\$.25 each) (emailing statements)
\$ 75.00	Monthly maintenance fee
\$ 675.00	ACH and E Check processing fees (I estimated 325 ACH and 350 E checks to start)
\$3,012.00	2.2% credit card processing fee
\$ 75.00	Bank processing checks (\$.20 each) estimate of 375 bank checks*
\$2,780.00	58 hours of hand processing checks, remote deposits and reconciliation.

One time fees: \$1,350.00
Quarterly fees: approximately \$6,642.00

We would still have to hand process possibly 1400 checks and take calls over the phone for credit card payments. The end goal is to get as many customers to use the website payment application as possible.

When a customer uses the website, bank check or the over the counter credit card processing – we would not have to hand post to the account. BDS would upload a file and the payments would record the next day. This is a huge time savings.

*Bank checks funds would be received the next business day – we wait 7-10 days to get bank checks with our current process. The issue with the current bank checks is that the customer thinks that we receive the funds immediately because they are taken out of their account. We get irate customers each billing period because they did an online banking payment on the 28th and we don't receive it until after the 4th or 5th of the month. They get their next billing statement and it has a late charge. BDS would set us up (ie AT & T, PG & E and others) free of charge if we take the print & mail package.

Other advantages:

- The BDS system generates a unique WEB ID for clients as a security measure for their accounts.
- Customers can view their bills and pay online. Account information is saved for them in a secure system. We currently do not save credit/debit card information.

Other items that we can add to the BDS processing are:

IVR Telephone payments and services – this is where when our phones rings in the office and we answer – it first says to make a payment press 1 – customers can only make credit/debit card payments with this system. It has a \$1.50 fee per transaction plus the 2.2%.

The IVR system is something that I think could be useful. If we spend 3 minutes taking a credit card payment that works out to about \$2.40 – we did 429 over the phone payments which equals \$1029.60. At \$1.50 each that is \$643.50. Either way we are paying 2.2% processing fee. Darin feels that this would take away from our “customer service” aspect and that it would irritate customers. Some are going to feel that way and some won’t.

Alert Messaging System

Allows us to send text, phone or email messages to our customers. It is \$.015 per outbound call. At this time, we do not have phone numbers or email addresses for all of our account holders.

Shut off Reminder System

This is primarily for ‘shut offs’ but it can be used for other items. \$.15 per outbound call.

We are in contract for the office machines. I have requested a copy of the lease for the folder/stuffer to read the fine print and see when it expires. We also have a postage meter that we do not need. The cost of the lease of the postage meter far exceeds the savings on the reduced postage. In January to December 2020 we spent \$750.00 in postage. That equates to about 1470 pieces of mail. We saved .02 on each piece of regular mail or \$30.00 overall. The lease is \$1,377.24 for the year. The lease on the postage meter ends in June 2022.

With all the items listed on these pages – the key is education and proper implementation. BDS has offered to insert a flyer in our first billing with them (for free) explaining how the new system works and what we are offering. We will have to spend some time on the phone over the first 2 or 3 billing cycles contacting customers to help them make the transaction to the WEB ID as they may already have their online banking set up. Promoting this program will be integral to its success.

Statement prep and printing recap:

Hard costs savings: \$292.00 per quarter or \$1033.00* per year.

(*this takes into consideration the \$135.00 annual fee. This fee will be waived if we take the print and mail or IVR.)

Time Savings: 13 hours per quarter or 52 hours per year – This won't be a cost saving but that time can be spent performing other tasks.

The first year we would have \$525.00 for set up with Black Mountain Software so our net saving in year one is \$508.00

Website and payment portal recap:

These items save time and offer our customers added features to pay and check account balances etc. The cost savings comes in hours and the reduced credit card processing.

Hard Costs \$590.00 per quarter or \$2,360.00 per year higher than our current costs (This is a result of adding in the website portal and processing echecks, etc.)

Labor savings: 48 hours per quarter or 192 hours per year – this time can be spent doing other tasks.

One time set up fees are \$1,350.00

Additional Savings; \$1,377.24 per year for ending the lease and returning the postage machine.

Also with processing the payments through the website portal and adding in the online banking application we will get our funds sooner and with less errors.

Overall we would be offering better service to our customers, saving time and becoming more efficient for relatively the same amount we are spending right now.

Black Mountain Software and Billing Document Specialists (BDS) have teamed up to deliver exceptional software solutions, combined with efficient, cost saving billing processes. Our processing interface makes it easy for Black Mountain Utility Billing clients to take full advantage of a variety of BDS services.

To get set up, talk to BDS and select the solutions you need, then purchase the BDS Processing Interface from Black Mountain Software. Once installed, payment transactions and customer account information are passed between Black Mountain Software and BDS, completely eliminating manual entry.

There is a one time purchase and an annual fee for the Black Mountain BDS Processing Interface. BDS fees apply to BDS services. Take a look at the services BDS offers below and on their website: <http://www.billingdoc.com>.

Statement Processing

BDS specializes in processing your billing documents, from design to delivery. The BDS web-based system ensures security and peace of mind. The BDS Admin website allows you to transfer, view samples and approve all files that you have in-process. You can also customize your statements, merge like addresses into one envelope, view production totals and post electronic statements.

Print and Mail Services BDS prints and mails statements, late notices, and other types of documents to your customers.

National Change of Address (NCOA) Correction NCOA processing expedites delivery and saves you money on postage.

E-Statements A secure, fast, and paperless option for delivering statements to customers.

Online Payments

Offer your customers the option of paying their bill online or over-the-counter through our convenient and customizable payment systems.

Express Payments A one-time express payment without registering with a username and password.

Recurring Payments Set up automated recurring payments and designate the day of the month for the payment to be processed.

View Statements and Payment History Register to view current and past statements along with payment history.

Over-the-Counter Payments Process electronic payments received OTC or in the mail. Funds are deposited automatically into your bank account within 24-48 hours.

Merchant Payment Solutions

Revenue Neutral Through the assessment of a small convenience fee charged to the customer, you are able to collect 100% of the revenue due.

Utility Rate Special Visa/MasterCard program designed to lower credit card fees for utility companies.

Pass-Through Account Offers the most fair and equitable way to be charged processing fees.

Lockbox Services

BDS provides the same services that a bank lockbox service would and more! Not only do they scan both sides of the check and stub, and make deposits into your bank account each night, but BDS also validates the data and creates a compatible report and electronic file that posts into your accounting software to update your receivables. Check images and stubs are available to view or print 24/7 via the secure BDS website.

IVR Phone Payments

Allows customers to pay by phone with a credit/debit card 24/7, without an agent's assistance.

IVR Benefits:

- Convenience for your customers to pay bills and review balances anywhere, anytime.
- Hosted service enables rapid deployment, eliminating the need to make large capital investments.
- Greater scalability eliminates on-hold times.
- Import file to post phone payments into current software system.
- Eliminates the security risk of customer service reps handling credit card information.
- PCI-compliant data security.

BDS also offers you the ability to send outgoing notifications to your customers. Need to remind customers their account is past due? Need to notify customers of an upcoming event? Using the outgoing notification system, now you can. Ask us how.

Alert Messages

This service allows you to provide your customers with critical information, such as service outages, water main breaks, boil water notices and more via voice, text, and email messaging. The BMS Admin website allows you to type your alert and BDS will send it. You pick when, you pick how.

SMS Text Billing

Now you can give your customers the option of receiving their bill through SMS/text messaging. Customers are able to opt in for the service by logging into their BDS Customer account.

Remote Deposit

BDS provides the ability to capture check images and stubs, credit customer payments, archive the data, update the accounting system and electronically batch and deposit all checks. This automated, image-based solution eliminates manual steps and errors.

Single Payments Full/partial payments consisting of a single document and a single check.

Multiple Payments Full/partial payments consisting of a single document and multiple checks, or multiple documents and a single check.

Checks Only The check is not accompanied by a scannable document or stub.

Web Design

BDS can create a fantastic website that reflects positively on your business, and is sure to entice return visits from viewers. Contact us today for information on how we can take your current site from bland to amazing, or create a phenomenal website for you from scratch.

For additional details and pricing email csteam@valli.com, or call 800.627.3283.





ESTIMATE

Billing Document Specialists

208-459-3611

United States

Estimate # 139
Estimate Date 09/07/2021
Name Lake Oroville PUD, CA
Email Id

Expiration Date
Contact Name
Contact Number

Billing Address United States

Product/Items Sold

Item Name	Item Quantity	Item Rate	Amount
Standard Setup	1	\$ 0.00	\$ 0.00

No Charge

Standard overlay design, format, file conversions.
 BDS Admin Website for reporting, import files and custom search for PDF Statement Pages.

1st Page - Standard	4500	\$ 0.16	\$ 720.00
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Includes:

- Black grayscale printing, standard cut sheet forms,
- Standard Double Window # 10 Outgoing Envelope & Single Window # 9 Return/Remit Envelopes with security tint,
- Inserting and Mailing. Excluding Postage.

1st Page - Manual Files Over 7 Pages	1	\$ 0.45	\$ 0.45
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- Includes Black Gray Scale Printing, Standard Cut Sheet form.
Special handling and manual inserting into either 6 x 9 or "Flat"
- Includes the cost of a larger envelope. Includes #9 Return envelope.
- Each additional page is billed at normal cost. Postage billed at cost.

Additional Pages - Standard	1	\$ 0.08	\$ 0.08
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Additional Pages including like name / address, up to 6 pages.

Duplexing Per Page - Standard	1	\$ 0.02	\$ 0.02
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Grayscale Duplexing (variable data on both sides) or static data backer.
 Priced Per Page

Full Color Print Per Side	1	\$ 0.03	\$ 0.03
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Full Color Print for only 3 cents per image.

ex. We will print a 1 page, full-color statement, with envelopes, inserting, and deliver to the post office for only \$0.19/ea.

Web .pdf Images	4500	\$ 0.01	\$ 45.00
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- PDF images of Print file available on the BDS Admin site to enable Customer validation data for the reports
- and import file to the Clients software 2 year archive

1st Class Pre-Sorted Postage - 4500 Estimate	\$ 0.43	\$ 1,935.00
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Billed at cost, Average .397 to .465 for Mailings with 5 digit presort rates.
Foreign addresses will be pulled to manual processing for correct postage billed at cost.

****Files under 500 count billed at full first class postage rate****

NCOA - Address Verification 1	\$ 0.00	\$ 0.00
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Per file processed:

This includes changing the addresses prior to printing the documents per the NCOA database, all reports of the corrected address with account number reference.

Sub Total	\$ 2,700.58
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Total	<u>\$ 2,700.58</u>
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Generated by 



ESTIMATE

Billing Document Specialists

208-459-3611

United States

Estimate # 140
Estimate Date 09/07/2021
Name Lake Oroville PUD, CA
Email Id

Expiration Date
Contact Name
Contact Number

Billing Address United States

Product/Items Sold

Item Name	Item Quantity	Item Rate	Amount
Online Payment Services Setup - Full Service	1	\$ 850.00	\$ 850.00
Full Service includes:			
<ul style="list-style-type: none"> • Custom Branding of the On-line web page • Express / Quick pay and Online Profile user setup • Optional E Checks • Optional E-Statements set up • Auto re-occurring payments • 24 month history pdf images of statements and payments • Import data file generated to post to software 			
E Statement Emails	1	\$ 0.25	\$ 0.25
<ul style="list-style-type: none"> • Priced per email generated, in place of printed document. 			
Monthly Maintenance - Full Services	1	\$ 75.00	\$ 75.00
<ul style="list-style-type: none"> • Covers minor page modifications i.e. Contact Information, disclaimers etc., Import files including text reports 			
Over the Counter Payments Setup	1	\$ 300.00	\$ 300.00
<ul style="list-style-type: none"> • BDS would provide a web based page to post over the counter/ Front Desk credit card payments. • This service allows the client to enter the account number/numbers, totals appear on the screen personnel can edit the amounts to pay, scan the presented credit card. • All data is read from the card and the payment is processed and all import and reports in the same manner as on-line payments. 			
Monthly Maintenance - Over the Counter Payments	1	\$ 25.00	\$ 25.00
<ul style="list-style-type: none"> • Covers minor maintenance, updates, etc. 			
Ingenico IPP320 EMV Credit Card Readers - 1 Time Purchase	1	\$ 0.00	\$ 0.00

1 Card Reader included at no cost to Lake Oroville!(Additional Card readers may be purchased at \$360/ea)

- A fast, secure point of sale (POS) and point of payment solution.
- Improve customer experience through an intuitive interface and acceptance of contactless payments.
- Expand consumer choice by accepting multiple methods of electronic payment.
- In addition to accepting EMV chip & PIN, magstripe, and NFC/contactless payments, the iPP 320 also supports new NFC technologies, such as loyalty, and wallets.

IVR Telephone Payments & Services - Setup	1	\$ 0.00	\$ 0.00
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**\$150 1-Time Setup Fee (Waived with Print and Mail!)
\$1.50/telephone payment transaction fee**

- BDS will program a dedicated phone number for our Clients.
- Their customers can call to check balances, leave messages and or make credit card payments.
- This is a touch activated system.
- Import files and Posting of payments to the BDS Admin Site; Details by customer search and reporting the same as all other payment services.

Alert Messaging System	1	\$ 0.00	\$ 0.00
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***\$0.15 Per Outbound Call
\$5.00 Monthly Minimum (If Used)***

- Via the BDS admin site, the client types in the message they want to send out.
- The Client can select to send via phone, text, or email by creating a csv spreadsheet with the data for any or all fields.
- The Client can set the date and time to send or send it immediately.
- Reports are generated by phone responses, human answer, voicemail, no answer or hang up, etc.
- The client can save the sent message(s) for repeat usage.
- This service can be separated for anyone wanting to send out messages, UB service, boil water alerts, Parks & Rec notices, Amber Alerts, and special events such as parades/picnics/icecream socials etc.

Shutoff Reminder System (SRS)	1	\$ 0.00	\$ 0.00
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***\$0.15 Per Outbound Call
\$5.00 Monthly Minimum (If Used)***

Clients submit a data file with shutoff data, account numbers, names, balances and phone numbers. To comply with Red Flag regulations the script will ask for confirmation that the person is in fact the name or names on the account.

Upon confirmation; the data from the file will be placed in the script including the amount due.

The system then allows the option to make a phone payment, at which time all (VPS) services apply.

If IVR Payment services are included, customers can pay at the time of the call.

Bank Bill Pay Check	1	\$ 0.20	\$ 0.20
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**\$150 Setup Fee (Waived with Print & Mail)
\$0.10/transaction fee**

- Some customers use their bank's bill pay systems, these payments are processed with third-party vendors which create a paper check that is then mailed to the Client.
- BDS has agreements with the three major processors to eliminate the paper checks, sent from customers' banks to the Client.
- Funds are deposited daily to the Client's account and an electronic file is sent to BDS.
- We validate the account numbers, post the payments to the Admin site and create the import file to update the Client's UB customers' accounts.
- No Monthly Minimum - Only pay for what your customers use!

Merchant Fees - Estimate	1	\$ 0.00	\$ 0.00
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Merchant Processing Fees: (See *LakeOroville_Analysis.pdf*)

***Credit Card: 2.20% flat rate
ACH/Check: \$0.95/transaction**

*Pending Visa Utility Rate Approval - can match current fee at 2.5% and begin service immediately. The fee will drop to 2.20% after Visa Utility rates are approved, typically after 90 days.

BDS Customer Service - Free	1	\$ 0.00	\$ 0.00
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This service is available between 8AM and 5PM Mountain Time, Monday through Friday, except posted Holidays:

- BDS CS team is happy to assist our clients with any questions or issues.
- Send emails to csteam@valli.com or call 877-595-1957. **The CS team will not accept phone calls direct from the client's customers **

Special Programming per hour	1	\$ 175.00	\$ 175.00
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BDS has never charged for minor changes. Programming fees apply in the event of a complete file format revision, new software vendor or other major customization or special requests not specified.

Sub Total	\$ 1,425.45
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Total	\$ 1,425.45
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Generated by 

Company: Lake Oroville Area Public Utility District

Month(s) Analyzed: January-July 2021



Projected Savings

Annually: \$2,136

Three Year: \$6,409

Payment Processing Analysis

<i>Current Provider</i>				<i>DrivePayments</i>			
Categories	Volume	Fee	Total	Categories	Volume	Fee	Total
January 2021	\$99,821.62	2.50%	\$2,495.54	January 2021	\$99,821.62	2.20%	\$2,196.08
February 2021	\$28,289.95	2.50%	\$707.25	February 2021	\$28,289.95	2.20%	\$622.38
March 2021	\$18,595.51	2.50%	\$464.89	March 2021	\$18,595.51	2.20%	\$409.10
April 2021	\$99,909.93	2.50%	\$2,497.75	April 2021	\$99,909.93	2.20%	\$2,198.02
May 2021	\$25,807.56	2.50%	\$645.19	May 2021	\$25,807.56	2.20%	\$567.77
June 2021	\$42,293.38	2.50%	\$1,057.33	June 2021	\$42,293.38	2.20%	\$930.45
July 2021	\$100,668.45	2.50%	\$2,516.71	July 2021	\$100,668.45	2.20%	\$2,214.71
Total Fees			<u>\$10,384.66</u>	Total Fees			<u>\$9,138.50</u>

Analysis based on estimations, actual savings may vary (usually for the better!) All Prices quoted are valid for 30 days from the date listed.



Manager's Report

To: Board of Directors

From: Scott McCutcheon, General Manager

Date: October 12, 2021

RE: Item No. 8 – CLOSED SESSION – GOVERNMENT CODE §54957
AND §54957.6

8.01 EMPLOYMENT INTERVIEW (Pursuant to Government Code Section
54957)
Title: General Manager

8.02 EMPLOYMENT INTERVIEW (Pursuant to Government Code Section
54957)
Title: General Manager

8.03 CONFERENCE WITH DISTRICT LABOR NEGOTIATOR
REGARDING THE UNREPRESENTED POSITION OF GENERAL
MANAGER (Pursuant to Government Code Section 54957.6)

8.04. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Pursuant to
Government Code Section 54957)
Title: Office Clerk

8.05. PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT (Pursuant to
Government Code Section 54957)
Title: Bookkeeper/Clerk of The Board



Manager's Report

To: Board of Directors

From: Scott McCutcheon, General Manager

Date: October 12, 2021

RE: Item No. 9– Request Approval to Submit Palermo Wastewater Consolidation Planning Grant Application

The Board will review the request for approval to submit the Palermo Wastewater Consolidation Planning Grant application.

Attachment Included

Recommended Action: Authorize District personnel to execute and submit documents for the Palermo Wastewater Consolidation Planning Grant



Manager's Report

To: Board of Directors
From: Scott McCutcheon, General Manager
Date: October 12, 2021

RE: Item No. 10 – Request to Review and Adopt Policy 2305- 'Job Description-Temporary Assistant to the Manager'.

The General Manager will request that the Board waive the requirement to review a draft of a proposed new policy at a prior regular meeting and adopt Policy 2305- 'Job Description-Temporary Assistant to the Manager'.

Attachment Included

Recommended Action: Waive the requirement to review a draft of a proposed new policy at a prior regular meeting and adopt Policy 2305- 'Job Description-Temporary Assistant to the Manager'.

BOARD POLICY
Lake Oroville Area Public Utility District

**TITLE: JOB DESCRIPTION – TEMPORARY ASSISTANT
TO THE MANAGER
ADOPTION DATE: OCTOBER 12, 2021**

**NUMBER: 2305
AMENDED DATE:**

2305.1 GENERAL JOB DESCRIPTION:

To assist the incoming Manager and Board of Directors during the recruitment and transition of power from the outgoing Manager. Assistant to the Manager's duties are administrative, and intended to assist and mentor in this transition, while ensuring continuing and successful operation of LOAPUD. The incumbent is responsible for assisting in representing the Board's policies and programs with employees, community organization and the general public. This is an at-will, temporary position under contract with policy direction received from the Board of Directors.

2305.2 EXAMPLES OF DUTIES:

- Duties may include, but are not limited to, the following:
- Assist the incoming Manager in the development, planning and implementation of LOAPUD's goals and objectives; assist in the development and administration of policies and procedures.
- Assist the incoming Manager to coordinate LOAPUD activities within the organization and with outside agencies and organizations; making appropriate decisions or recommendations for Board of Commissioners' consideration and adoption; provide assistance and advice to the Board of Commissioners; Assist the incoming Manager prepare and present staff reports and other necessary correspondence.
- Assist the incoming Manager in the development of LOAPUD work plans, assignment of work activities, projects and programs; assists the incoming Manager in monitoring work flow, reviewing and evaluating work products, methods and procedures
- Assist the incoming Manager in the development and administration of LOAPUD's budget; assist in directing the forecast of additional funds needed for staffing, equipment, materials and supplies
- Monitor and provide direction to the incoming Manager/ Superintendent, as needed, for media and public relations; ensure LOAPUD's interests are represented with stakeholders, governmental agencies, and the public
- Assist the incoming Manager to research and prepare technical and administrative reports and studies; assist in the preparation of written correspondence as necessary
- Assist in fostering an environment that embraces integrity, service, inclusion and collaboration
- Be an integral team player, which involves flexibility, cooperation, and communication
- Perform related duties as assigned.

2305.3 QUALIFICATIONS:

Knowledge of:

- Principles and practices of modern and highly complex public utility administration, operations, organization and services.
- Principles and practices of effective public relations and interrelationships with community groups, local, regional, State and Federal agencies, and the public.
- Principles and practices of organization, administration and personnel management
- Policy, regulatory, and compliance issues affecting the wastewater industry.
- Principles and practices of policy development and implementation
- Principles and practices of leadership, motivation, team building and conflict resolution
- Organizational and management practices as applied to the analysis and evaluation of programs
- Pertinent local, State and Federal rules, regulations and laws
- Principles and practices of budget preparation and administration
- Principles and practices of supervision, training and personnel management
- Modern office practices, methods, and computer equipment including relevant software programs.
- Oral and written communication skills; business English including vocabulary, spelling and correct grammatical usage and punctuation.
- Safe work practices.
- Principles and practices of excellent customer service.

Ability to:

- Mentor and assist new and promoting employees
- Assist in planning, directing and controlling the administration and operations of LOAPUD
- Assist in preparing and administering LOAPUD's budget
- Assist in development and implementation of LOAPUD policies and procedures
- Assist with analyzing problems, identifying alternative solutions, project consequences or proposed actions and implementing recommendations in support of goals
- Gain cooperation through discussion and persuasion
- Assist in interpreting and applying LOAPUD policies, procedures, rules and regulations
- Train and evaluate Manager
- Read, write and comprehend the English language at a level necessary for effective job performance exercising correct English usage, vocabulary, spelling, grammar, and punctuation.
- Communicate effectively, tactfully and positively in both oral and written form
- Operate and use modern office equipment and technology, including computers and applicable software.
- Utilize appropriate safety procedures and practices for assigned duties

- Establish and maintain effective working relationship with those contacted in the course of work
- Contribute effectively to the accomplishments of LOAPUD goals, objectives and activities

2305.2 EDUCATION AND EXPERIENCE:

Any combination of education, experience, and training that would provide the best qualified candidates. A typical way to obtain the knowledge and abilities would be:

Education:

- Equivalent to a Bachelor's degree from an accredited college or university with major course work in business or public administration, engineering, science or a related field.

Experience:

- Ten years of administrative and management experience that involved planning, organizing, implementing and supervising varied programs, preferably within a public agency.

License or Certificates:

- Possession of a valid California Driver's license by date of appointment.



Manager's Report

To: Board of Directors
From: Scott McCutcheon, General Manager
Date: October 12, 2021

RE: Item No. 11 – SC-OR Commissioners' Report

Included in your packet, if available, are Minutes of Regular and Special Meetings of the Sewerage Commission – Oroville Region from the past period. Directors Fairbanks and Mastelotto will present the SC-OR report if any information is available for reporting.

Attachment Included

Recommended Action: None

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

(Held at the Commission office on September 29, 2021 at 5:00 p.m.)

1. Call to Order ❖

Vice-Chairman Fairbanks called the meeting to order at 5:00 p.m.

2. Roll Call ❖

Commissioners present were Commissioners Fairbanks and Mastelotto from the Lake Oroville Area Public Utility District, Pittman from the City of Oroville (on Zoom), Hatley and Wristen from the Thermalito Water and Sewer District. Staff present was Manager Glen Sturdevant, Plant Supervisor Mikah Salsi, and SC-OR Attorney Scott Huber. Commissioner Reynolds was absent.

3. Salute to the Flag ❖

Plant Supervisor Salsi 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 August 25, 2021 ❖

Upon motion by Commissioner Hatley to approve the minutes of the meetings, and second by Commissioner Wristen, the minutes of the August 25, 2021 regular meeting were unanimously approved.

6. Minutes of the Employee Safety Meetings held on August 24 and September 14, 2021 ❖

Upon motion by Commissioner Hatley to approve the minutes of the meetings, and second by Commissioner Wristen, the minutes of the August 24 and September 14, 2021 regular meeting were unanimously approved.

7. Authorization of Warrants ❖

Commissioner Mastelotto met with Manager Sturdevant and checked the warrants, and having found everything to be in order made a motion for their approval. The motion was seconded by Commissioner Hatley. Warrants 26984-27035 in the total amount of \$308,162.04 from August 26 to September 29, 2021, including Commissioner fees and electronic fund transfers, were unanimously approved and ordered paid.

8. Fiscal Reports ❖

Manager Sturdevant stated the fiscal reports for July and August 2021 were in the packets for review. There were no questions and nothing further to report.

9. Possible Date Changes for November and December Meetings ❖

Manager Sturdevant said that every year the board considers moving the November and December meetings so as not to conflict with the holidays. The November meeting can change to November 17 and December 15, 2021 at 10:00 a.m.

A motion was made by Commissioner Hatley to the change of dates and times of the November and December meeting. The November meeting will be moved to November 17th at 5:00 pm, and the December meeting will be held on the 15th at 10:00 am. The motion was seconded by Commissioner Wristen, and approved by unanimous consensus

10. Resolution 08-21 (Setting the Regional Facility Charge) ❖

Manager Sturdevant reported that every year in September we review the RFC or connection fee to determine if it needs to be raised. This year we feel there should be no change.

A motion was made by Commissioner Hatley to adopt Resolution 08-21 – Setting the Regional Facility Charge; the motion was seconded by Chairman Wristen, and passed by the following vote: Fairbanks – Yes, Hatley – Yes, Pittman – Yes.

Commissioner Wristen asked if keeping it the same is appropriate for SC-OR. Manager Sturdevant said that he believes it is reasonable and does not need to be increased at this time. Attorney Huber said there is some danger in setting the RFC too high. Manager Sturdevant said that the engineers did a study and the \$6,638.00 is what they had determined it should be.

11. Hourly Wage Schedule (Appendix II) ❖

Manager Sturdevant stated that the hourly wage schedule has been adjusted to reflect the cost-of-living allowance of 5.0% effected September 1, 2021. This new wage schedule needs board approval. The actual cost-of-living was 5.6%, but the policy states that the maximum amount for the cost-of-living is 5.0% unless the employees wish to open up negotiations, which they have chosen not to do.

A motion was made by Commissioner Hatley to adopt the updated wage schedule, Appendix II, effective September 1, 2021 with a cost-of-living adjustment of 5.0%; the motion was seconded by Chairman Mastelotto, and passed by the following vote: Fairbanks – Yes, Hatley – Yes, Pittman – Yes.

12. Attorney's Report ❖

Attorney Huber said that he will have a conflict with our December meeting, as he has another client who has their board meetings on the 3rd Wednesday of the month during the day, which he needs to attend. He will have a colleague attend our meeting.

Commissioner Pittman asked Attorney Huber regarding a letter that the city received concerning Oroville Hospital. Attorney Huber stated that because the hospital provides a service to the public, there is a provision in the government code that allows a private or public company that provides a public service to go out for bonding through a public agency. Oroville Hospital asked the City of Oroville to access tax exempt bonds in the market for them. There is no liability on behalf of the city if there is a default on the bonds. The city received a letter from the Construction Company (Modern Construction) stating that they have demanded that the hospital prove they have the financial ability to pay them for the cost overruns. The bond rating for the hospital was downgraded, and when Modern consider the cost overrun and the downgraded bond rating, that has resulted in them getting nervous, which is why they sent this letter. They have the ability to walk off the project without any financial liability, but they don't want to do that. The hospital has not given them any proof that they are capable of paying their bills. It was asked if this will affect SC-OR. Attorney Huber said that if the hospital has not paid connection fee, the city can refuse to issue an occupancy permit until all fees are paid, including SC-OR's connection fees.

13. Manager's Report ❖

Manager Sturdevant said the influent pump station project is on schedule so far, and we are pretty happy with Gateway Construction.

He reported on the California WaterReuse Conference that he and Plant Supervisor Salsi attended. They found it extremely valuable. While there, they met with the Chairman of the Water Board and told him that SC-OR wants to be a leader in the north state. They also met with the head of Water Resources for California Water Service; Cal Water is in the process of doing audits to find potential reuse or recycled water options for the north state. They were scheduled to do that in 2023, but after our conversation they are moving that to the beginning of 2022 to work with us to see if there are any options for reuse and recycled water use with them.

The biggest thing learned from our conversations is that we will be told "no" many times before we are told "yes", and not to give up.

They made a great contact with the Truckee Meadows Water Authority. They are part of a JPA, and went through an upgrade trying to get to recycle and reuse water as a member of a JPA, so they will be a valuable resource for SC-OR when we get to that point.

They also met with the head of operations for Metropolitan Water, which is the largest water agency in the United States. They are undergoing a \$30 billion dollar project to get all of Southern California on recycle and reuse water. He told them that funding is not an issue; regulations are the issue.

He and Mikah toured the Orange County Water Reuse Plant, and it was amazing. The technology is something that all wastewater plants will be doing within the next 15 to 20 years.

They appreciate that the Board supported them in attending this conference to learn more about what SC-OR needs to do in the future.

A Power point presentation was given showing picture of the influent pump station project progress.

14. Visitor Comments ❖

None

15. Commissioner and Staff Comments ❖

None

16. Closed Session ❖

Adjourned to closed session at 5:35 pm and reconvened to open session at 6:00. Vice-Chair Fairbanks reported that there was an evaluation of the General Manager. There was a motion by Commission Hatley to give Manager Sturdevant a positive review, seconded by Commissioner Mastelotto. The motion passed by the following vote: Fairbanks – Yes, Hatley – Yes, Pittman – Yes.

16. Adjournment ❖

There being no further business, the meeting was adjourned at 6:01 p.m. to the continued regular meeting scheduled for October 27, 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: October 12, 2021

RE: Item No. 12 – BCSDA Representatives and LAFCo Report

12.1 BCSDA

Nothing to Report

12.2 LAFCo

The Butte LAFCO agenda for the October 7, 2021 regular meeting is attached for general information purposes. Also included is Item 6.1 Executive Officer's Report. Item 6.1 covers general business of LAFCo along with new bills that affect LAFCo and other public agencies. President Sharman will present any information regarding LAFCO business if there is any to report.

Attachment Included

BUTTE LOCAL AGENCY FORMATION COMMISSION
1453 DOWNER STREET, SUITE C, OROVILLE, CALIFORNIA 95965
TELEPHONE (530) 538-7784 FAX (530) 538-2847

REGULAR MEETING NOTICE OF THE COMMISSION

Location: **Butte County Board of Supervisors Chambers,
25 County Center Drive, Oroville, California**
Date/Time: **Thursday, October 7, 2021 - 9:00 a.m.**

SPECIAL NOTICE

Based on guidance from the California Department of Public Health, the California Division of Occupational Safety and Health, the California Governor's Proclamation of a State of Emergency issued on March 4, 2020, the provisions of Assembly Bill 361 as enacted by Butte LAFCo Resolution No. 4 2021/22, in order to minimize the spread of the COVID-19 virus, Butte LAFCo meetings can be conducted remotely. The **October 7, 2021** LAFCo meeting will be conducted via Zoom. The Commission meeting can be accessed by the public as follows:

JOIN MEETING:

Please click the link below to [join](#) the webinar or utilize the telephone option (audio only)

<https://us02web.zoom.us/j/87484539051?pwd=N2s1SzVpK01iTEFrc2huQkpYVk5BUT09>

Passcode: **388678**

2. Or Telephone:
Dial(for higher quality, dial a number based on your current location):
US: +1 669 900 9128
Webinar ID: **874 8453 9051**
Passcode: **388678**

PUBLIC COMMENTS:

Aside from participating in the Zoom meeting, comments from the public on the agenda items will also be accepted :

1. Via email to Commission Clerk (jstover@buttecounty.net)
2. Via phone (530-538-7784)
3. Mail to Butte LAFCo, 1453 Downer Street, Suite C, Oroville, CA 95965.

MEETING PARTICIPATION:

1. When you join the Zoom meeting, please enter your email address and your name so that you can be identified to speak.
2. To provide comment, you will need to use the raise hand function in Zoom. For those accessing the meeting from a computer or smartphone, that raise hand feature can be selected by clicking or tapping it. For members of the public utilizing a telephone (audio only) to access the meeting, you can use the raise hand feature when the item for which you desire to provide comment is called by pressing *9 on your keypad to raise your hand. When it is your turn to speak, you will be called upon by the last 4 digits of your phone number, if available and asked to identify yourself for the record.

All comments received will be conveyed to the Commission for consideration during the meeting. All meetings conducted under these circumstances will be recorded and placed on the LAFCo website (www.buttelafo.org) for public access and accountability.

THANK YOU:

The Commission appreciates the public's adaptation and patience during this crisis and will endeavor to refrain from placing non-essential items, or matters of significant public interest on the agenda until such time greater public participation can be reasonably accommodated.

AGENDA

ALL ITEMS ARE OPEN FOR PUBLIC COMMENT

1. CALL TO ORDER

1.1 Roll Call

2. CONSENT AGENDA

2.1 Approval of the Minutes of September 2, 2021.

3. NOTICED PUBLIC HEARINGS – None

4. REGULAR AGENDA

4.1 Items Removed from the Consent Agenda (*If any*)

4.2 LAFCo File 22-01 – South Feather Water & Power Agency – Dunstone Drive Annexation No. 1

The Commission will consider the annexation of a single parcel approximately 20.65 acres in size and adjacent road right-of-way to the South Feather Water and Power Agency. The proposed annexation will allow the Agency to supply non-potable (irrigation) water service to the site for the purpose of mitigating fire risk. The subject parcel is located on the west side of Dunstone Drive, south of Foothill Boulevard and north of Bethridge Road in the unincorporated Wyandotte area of Butte County, southeast of the City of Oroville. The subject parcel is identified as Assessor's Parcel Number 027-010-037. **ACTION REQUESTED:** Adopt Resolution No. 01 2021/22 approving the annexation to the Agency.

4.3 LAFCo File 22-02 – South Feather Water & Power Agency – Long Bar Road Annexation No. 1

The Commission will consider the annexation of one parcel to the South Feather Water and Power Agency in order to receive domestic (potable) water service to the parcel to support future development of the site with a single-family home. The subject parcel is 34.89 acres in size and is located on the south side of Long Bar Road, north of Canyon Highlands Drive in the unincorporated area of Butte County, north of the City of Oroville. The subject parcel is identified as Assessor's Parcel Number 033-010-083. **ACTION REQUESTED:** Adopt Resolution No. 02 2021/22 approving the annexation to the Agency.

4.4 LAFCo File 22-03 – South Feather Water & Power Agency – Pioneer Trail Annexation No. 1

The Commission will consider the annexation of a single parcel approximately 11.97 acres in size to the South Feather Water and Power Agency in order to receive non-potable (irrigation) water service for mitigating fire risk for the existing residential use at the site. The subject parcel is located at the end of Pioneer Trail, south of Mt. Ida Road and west of Miners Ranch Road in the unincorporated area of Butte County, east of the City of Oroville. The subject parcel is identified as Assessor's Parcel Number 079-360-012. **ACTION REQUESTED:** Adopt Resolution No. 03 2021/22 approving the annexation to the Agency.

4.5 LAFCo File 22-04 - South Feather Water and Power – Ratification of Extension of Services Determination for 8170 Grier Avenue (APN 027-290-019)

Pursuant to the Butte Local Agency Formation Commission Policies and Procedures, the Commission shall ratify the Executive Officer's determination to allow an extension of services when approved under urgent circumstances. On August 11, 2021, LAFCo staff authorized an Emergency Extension of Services request to allow for the delivery of potable water to a 6.61-acre parcel located at 8170 Grier Avenue by the South Feather Water and Power Agency (SFWPA). The subject parcel is identified as Assessor's Parcel Number 027-290-019. **ACTION REQUESTED:** Consider and ratify the Emergency Extension of Services request by the South Feather Water and Power Agency for the provision of the delivery of potable water to the site without the requirement for annexation to the district.

4.6 Paradise Irrigation District Options Study

The Commission will receive an update from Staff and discuss the current status of the Paradise Irrigation District Options Study being prepared by the Sacramento State Office of Water Programs. **ACTION REQUESTED:** Provide direction to staff.

5. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA (If any)

6. REPORTS AND COMMUNICATION

6.1 Executive Officer's Report

6.2 Correspondence (None)

7. ADMINISTRATION. The Commission will discuss and provide direction to the Executive Officer on administrative matters relating to the operation of the Commission.

8. ADJOURNMENT Adjourn to **Thursday, November 4, 2021** in the Board of Supervisors Chambers.

TO THOSE WHO PARTICIPATE IN LAFCO PROCEEDINGS: California Government Code Section 84308 requires you to disclose campaign contributions to LAFCO Commissioners if they amount to \$250 or more and were made within the last twelve months. Please announce your applicable campaign contributions when you speak.

* Any disabled person needing special accommodation to participate in the Commission proceeding is requested to contact LAFCo staff at (530) 538-7784 prior to meeting and arrangements will be made to accommodate you.

* Any person may address the Commission during the "Public Comment." Please see the rules regarding public comments below.

* Copies of Agenda documents relative to an Agenda item may be obtained from the Clerk of the Commission at a cost of \$.10 per page.

RULES APPLYING TO PUBLIC COMMENTS

1. Members of the public wishing to address the Commission upon any subject within the jurisdiction of Butte LAFCO may do so upon receiving recognition from the Chair at the appropriate time.
2. Comment on items not on the agenda should be made at the time indicated for "Public Comment" on the agenda. The Commission may not act on any matter so raised and will have to put off action until a meeting at which the matter can be put on the agenda.
3. Comment on specific agenda items may be made during the discussion of that agenda item, upon recognition by the Chair.
4. After receiving recognition, please stand and state your name and address before making your presentation, so that the Clerk may take down this information.
5. All documents to be presented to the Commission will be given to the Clerk of the Commission (original and eleven copies) prior to Call of Order of meeting. Such documents will be distributed to the Commission and made available for public inspection.

This agenda was mailed to those requesting notice and posted 72 hours in advance of the meeting at the following locations: Butte County Administration Building & LAFCo front entrance.

M E M O R A N D U M

TO: Local Agency Formation Commission

FROM: Stephen Lucas, Executive Officer

SUBJECT: **Agenda Item 6.1 - Executive Officer's Report**

DATE: September 30, 2021 for the meeting of October 7, 2021

ADMINISTRATION:

1. The terms of Special District Commissioners McGreehan (Regular Non-Enterprise) and Bradley (Alternate) technically ended on May 31, 2021. Staff issued ballots to each Special District in February with an initial due date of May 14, 2021 at which time Staff had received only 14 ballots. The election was extended to July 2, 2021, again to September 3, 2021 and again to November 5, 2021. At present we have received 22 ballots which is a quorum, however, we will not conclude the election until the close of the current ballot period.

PROJECT/GENERAL NOTES:

The following issues/proposals are at various stages of being reviewed, discussed and/or considered:

- ***Paradise Water Group*** - A new citizens committee has been formed in Paradise called Hold Our Water (HOW). The reported goal of this committee is to bring together the Town of Paradise, its residents, and the Paradise Irrigation District (PID) to prevent a takeover of PID water assets by state or private interests who want to control our "Stranded Asset", and constrain our ability to recover from the destruction caused by the fire. The Executive Officer was asked to assist the Committee with understanding the LAFCo process and the various reorganization option available to the PID and Town. This subject is closely related the ongoing Paradise Irrigation District Options Study. ****NEW**** A representative of the group has inquired about the process to petition LAFCo directly to initiate the reorganization of the PID as a subsidiary district of the Town and requested the Notice of Intent to Circulate a petition. Such a petition would need the signatures of 5% of the registered voters within the district.
- ****NEW** *City of Chico Annexation Plan*** - Staff has been working with City staff to develop an annexation plan for the remaining four island areas within the City. It is our goal to see the island annexation plan completed in the next few months with fixed dates for annexation to be implemented over a period of four years, or an island area every year.
- ***Town of Paradise/City of Chico Sewer Line*** – The Town of Paradise is exploring options to provide wastewater treatment services to its existing commercial land uses that are limited from expanding due to sewage disposal constraints. The preferred option is conveying the Town's wastewater directly to the City of Chico's existing Water Pollution Control Plant. This alternative would represent an extension of services (GC56133) by the City of Chico outside of its jurisdictional and sphere of influence boundaries requiring LAFCo approval. Staff recognizes that this proposed project is of significant value to the Town and has been a long standing goal and it is important to have the Commission's involvement at the earliest stages of consideration. The Town staff have presented the proposal to the Chico City Council, the Board of Supervisors and LAFCo and the City of Chico has agreed to proceed with the sewer options study. The *Paradise Sewer Regionalization Project Advisory Committee* consisting of 2 councilmembers

each from the Town of Paradise and City of Chico and guided by State Water Board staff will be evaluating the proposal as it proceeds. The Committee's efforts can be tracked at <https://paradisewer.com>. The group initially met on March 8, 2021 and again on April 12, 2021 via Zoom. Most of the discussion to date has involved logistics and expectations for the project. Shown below are both the *Project Schedule* and the anticipated *Project Costs*. Staff is concerned that the "Project Schedule" does not show a step in the process for LAFCo review and consideration. The Committee meets again on May 10, 2021. Projected costs are estimated to be approximately \$184 million: \$2M for environmental studies, \$ 30M for design and right-of-way acquisition, \$152M for construction. The Town has released a Notice of Preparation (NOP) for the Environmental Impact Report (EIR) with comments due by June 3, 2021. Staff prepared and submitted NOP comments on May 20, 2021 and met with Town staff and consultants on May 24, 2021 to discuss the comments and the process ahead. ****NEW**** Town staff have provided the September 2021 monthly written update. (**Attachment 1**) and the City of Chico and Town engineering staff continue to develop a sewer agreement that will be the backbone of the proposal.

- **Proposed Tuscan Water District** – On September 2, 2020, Executive Officer circulated a Notice of Intent to Circulate Petition submitted by the proponents of the proposed Tuscan Water District formation. The proponents submitted the petitions to the Executive Officer for review on February 22, 2021. The Executive Officer and Legal Counsel thoroughly reviewed each petition and its supporting ownership documents and determined the petition to be sufficient to support an application to LAFCo and Certificate of Sufficiency was issued on April 8, 2021. The petitioners subsequently submitted an application to LAFCo on June 22, 2021. The application is in the review stage as comments are received. The Butte County Water Commission met on September 1 and voted 6-3 to recommend the BOS support the proposal. ****NEW**** The Vina Groundwater Sustainability Agency met on September 8, 2021 and decided to not comment on the proposal as it has yet to adopt its Groundwater Sustainability Plan. Of interest at that meeting was a discussion of the role of the VGSA, the VGSA legal counsel (Sept 8 regular agenda – 50 minute mark) stated “*not to mistake the GSA for a water supply provider, it’s not really what we are and not a position the GSA should take on*”. The Butte County Board of Supervisors discussed the TWD proposal at its September 28, 2021 meeting and voted 3-1 to support the TWD proposal and provide a letter to LAFCo with recommended terms and conditions.
- **Paradise Irrigation District/Options Study - Financial Recovery** – The State Water Resources Control Board (SWRCB) in cooperation with Sacramento State University, Office of Water Programs (CSUS-OWP), continues to proceed with the Options Study for the Paradise Irrigation District. The group of stakeholders, including LAFCo, meets regularly to discuss the process and the path forward. Possible options include, the District merging with the Town of Paradise, reorganizing with another public or private water purveyor, expanding the District's customer base (Miocene residents, Butte Valley, Chico), temporary raw water transfers, Chico intertie, new businesses (bottled water, hydro power, fisheries help), partnership with the Town to operate the proposed sewer system, and rate increases. On 2/5/21, GEI Consultants, Inc. was selected to prepare the Options Study and the OWP is completing contract negotiations with GEI. Work is underway with an anticipated completion date of November 2021. Staff will keep the Commission apprised of this process. ****NEW**** See Agenda Item 4.6.
- **City of Oroville – Contractual Services Agreement with CALFIRE**. At its March 2, 2021 meeting, the City of Oroville directed its staff to sign a Letter of Intent with CALFIRE to begin negotiations for the possible transfer of fire protection services from the Oroville Fire Department to CALFIRE. This contractual agreement is required to be approved by LAFCo pursuant to Government Code Section 56134. Staff met with representatives of CALFIRE and the City of Oroville on April 12, 2021 to discuss the necessary steps to consider a contractual agreement. The City held a public hearing in August and formally requested CALFire make application to LAFCo for the extension of fire services to the City of Oroville. CALFire is currently preparing the necessary documents for submittal to LAFCo.

- **City of Biggs – Annexation Plan** – The City of Biggs has utilized its share of SB2 planning funds to develop a long range annexation plan that is anticipated to occur in three phases and be driven by market demand for new homes. City staff have worked very cooperatively with LAFCo staff during this process.
- **Miocene Canal** - The destruction of the upper Miocene Canal by the Camp Fire has dewatered the middle and lower Miocene, causing great disruption to landowners dependent on the water supply for their farms/residences and the environment dependent on canal leakage over the decades to thrive. PG&E initially refused to repair the canal infrastructure, but entered a plea agreement for its criminal actions resulting in PG&E providing up to \$15 million over five years to restore water to the middle canal. A number of options were considered to restore the Miocene flow and PG&E has tentatively decided to replace the destroyed upper Miocene ditch/flumes with pipes to carry the Feather River water to Kunkle Reservoir. This effort is anticipated to be completed by November 2021. It remains an open question as to how this water flow will be managed/maintained in the future with one possible scenario being to form a special district to finance and manage any future facilities. Staff continues to participate in discussions. Staff will continue to monitor and assist this effort towards the universal goal of re-establishing water flow in the Miocene Canal. Staff participated in the Miocene Working Group monthly call on May 20, 2021 which covered emergency water deliveries from Paradise Irrigation District (PID) which would require LAFCo review, the ongoing design of a replacement project for the Upper Miocene and the belief by PG&E that they are not legally bound to redevelop the destroyed Miocene facilities, but only required to restore water deliveries (by any means possible).
- **Oroville Region Sewer and Water Service Providers MSR** - The State Department of Housing and Community Development (HCD) has awarded a \$100,000 SB2 Planning Grant to Butte County to contract with LAFCo for the development of a MSR update for backbone service providers in the Oroville region, including the SFWPA, LOAPUD, TWSD and SCOR. LAFCo entered into an Agreement with SWALE Inc. to conduct the study and prepare the documents. A kick-off meeting was held on March 17, 2021 with all the affected Districts staff. The final MSR is expected to be completed in October 2021. The Consultants have now met with staff with from TWSD, SFWPA, SCOR and LOAPUD one on one and completed Requests for Information.
- **County of Butte - Tuscan Ridge Planned Development (PUD21-0001)**) - The 163 acre site on the south side of Skyway about 3 miles west of Paradise and 4 miles east of Chico which was used as staging area for Camp Fire workers in 2018/19 and was previously the former Tuscan Ridge Golf Course. The proposal includes a 98 acre planned development he PUD of 165 homes, limited commercial space, golf related facilities and open space. The site is to be served by an existing on-site well for domestic water and an existing permitted on-site wastewater treatment system, both of which are proposed to be managed by a newly formed Community Service District (CSD) that would require LAFCo approval. At this time, the County informs us that the application submittal is incomplete and comments will be requested once all documents are received. Given the issues related to a conceptual potable water pipeline and sewer line to Chico along the Skyway, this proposal does cause concerns related to service provisions, growth inducement and logical/orderly development patterns.
- **City of Gridley MSR/SOI Update** – The City has expressed an interest in updating its MSR and SOI Plan in anticipation of new development proposals being considered. Staff anticipates that the City and LAFCo may enter into a Letter Agreement to conduct this effort, similar to agreements with the City of Chico and City of Oroville.

- El Medio Fire Protection District*** – LAFCo was contacted by the County of Butte and City of Oroville in August 2020 to discuss concerns about the functionality of the El Medio Fire Protection District (EMFPD), primarily a lack of adequate funding. The EMFPD tax measure failed in November, 2020, and the District Board met on November 11, 2020 and unilaterally decided to “shut the doors” and lay-off its employees, under the belief they could self-dissolve. The Board met on November 19 and issued lay-off notices that took effect on Dec 25 at which time the District reasonably ceased to provide its empowered services. As directed by the Commission, Staff has engaged all parties to explore the issues at hand and the options available for District reorganization including contractual agreements, converting to a subsidiary district (governed by City Council) and dissolution. The EMFPD Board requested the City of Oroville to execute a contract for services and both the local fire unions have provided written support for a contractual agreement. Staff coordinated a meeting on December 4, 2020, with representatives from the District (Board Chair, Chief, Fire Captain), the County (Fire Chief, Deputy Administrative Officer) and the City of Oroville (Public Safety Director, Battalion Chief). Staff discussed various options that could be considered by all parties. There seemed to be preliminary concurrence that the City and the District would - prior to the December 25 shutdown - approve a contractual agreement or MOU that would allow the City to provide services to the District for payment. This effort was unsuccessful and the District effectively shut down operations on December 25, 2020. The Oroville City Council held a special meeting on January 28, 2021 to receive a presentation from CALFIRE related to the City contracting for fire services similar to Paradise, Biggs, Gridley and the County. This presentation included contingencies to address the issue of the EMFPD. The resolution of this concern will take considerable effort by all parties to find a reasonable outcome that results in both effective fire protection services and respects the concerns of the residents of all agencies. The issue cannot be solved alone by LAFCo, but most likely will require LAFCo action to resolve. Staff will remain actively involved and update the Commission regularly.
- Butte County Upper Ridge Community Plan (URCP)*** - The URCP would be an extension of the Butte County General Plan and provide policy guidance for the areas within the unincorporated portion of Butte County north of the Town of Paradise, including Magalia and Paradise Pines, collectively known as the *Upper Ridge*. The 2018 Camp Fire destroyed 2,158 homes within the area, especially in the lower Paradise Pines subdivision. The Upper Ridge Community Council (URCC) has identified benefits from a community plan, such as fire safety, evacuation routes, land use planning, community and economic development, affordable housing, infrastructure, recreation, and quality of life. Past interactions with the URCC have included questions concerning governance options and service provision options such as community services district or county service area, which would require LAFCo action to accomplish. Staff will continue to monitor the process for LAFCo interests. More information can be found at www.buttecounty.net/dds/urcp
- County of Butte, North Chico Village Vision Plan*** – The County in cooperation with the City of Chico, is developing an update to the "Village Core" in the 1995 North Chico Specific Plan (NCSP). The mixed-use North Chico Village, known as the heart of the NCSP, is a 484-acre portion of the larger 2,980-acre NCSP. The site is relatively flat and extensively planted with orchards at this time. Current zoning would support approximately 2,000 dwelling units, the area has been identified for urban development by both the City and County's General Plans since 1995, but has yet to be developed due to a lack of infrastructure and financing. The planning effort includes a “re-visioning” of the North Chico Village with an emphasis on increased residential development and density. The project will update existing constraints, provide for a mix of housing types, including multi-family and low-income. Staff will be tracking this project as it will require annexation to the City of Chico in order to build-out with full City services provided. More information can be found at www.northchicovillage.com

- **Drainage/Reclamation District MSR Actions** – The Drainage and Reclamation Districts MSR/SOI Plan adopted in 2018 called for a number of possible reorganizations among drainage districts. Staff has met with district staff and initiated a process to consider the dissolution of Drainage District No. 2 as it is completely overlaid by Butte Creek Drainage District and the detachment of territory from Butte Creek Drainage District that is overlaid with District 100. These actions will have no impact to current services, but will rather clean-up old boundaries that no longer make sense.
- **Thermalito Sewer and Water District** - Sphere of Influence Amendment and Annexation of the state owned clay pits recreation area southeast of the Oroville airport along Larkin Road. The State has yet to resolve a conflict between the State Parks Department and Department of Fish and Wildlife who share authority over the affected territory.
- **County of Butte** - Expansion of Powers for CSA 164 to add fire protection services. The County has placed this effort on hold.
- **City of Oroville MSR Update** – The City of Oroville is starting the process to evaluate its growth goals and has determined that the City needs to update its SOI to accommodate new development goals and at the same time update its MSR to reflect its current service capabilities and financial position. The City has requested LAFCo update its MSR at City expense and executed a Letter Agreement with LAFCo to prepare the MSR update. The City has entered into a contract with Policy Consulting Associates to complete the project under LAFCo supervision. The administrative draft is currently being prepared.

CALAFCO:

- The CALAFCO Special Events calendar is provided for review (**Attachment 2**). Of particular interest are:
 - November 3 - The New Era: State of the State in Terms of Extreme Water & Fire Issues and What it Means for LAFCo (webinar) @ 10:30 am – 12:00 pm
 - December 8, 2021 from 8:30 – 10:00 - CALAFCO Northern Region Roundtable
- The Executive Officer, on the behalf of CALAFCO, was a panelist for the Wildfire and Water Supply in California webinar hosted by the University of California at Los Angeles, Institute for Water Resources on September 29, 2021. The discussion paper *Wildfire and Water Supply in California: Advancing a Research and Policy Agenda* (**Attachment 3**) was the focus of discussion.

LEGISLATION: The 2021/22 Legislative session is approaching and the CALAFCO Legislative Committee has been formed to guide CALAFCO legislative priorities and initiatives. Commissioner Connelly, the Executive Officer and Legal Counsel are voting members of the Legislative Committee. CALAFCO priorities for the coming year include:

- Clarifications to GC56133 (service extensions) that will specifically direct that all service extension exemptions are approved by each local LAFCo as opposed to local agencies “self-exempting” from the law; and
- Sponsoring a bill to re-write the protest provisions in CKH so that they are consolidated and simplified; and
- Continuing our efforts to amend the protest provisions in CKH to allow LAFCo initiated proposals to be treated the same as all others by changing the protest threshold from 10%

to 25% and establish some guardrails to ensure the LAFCo process offers local agencies a path to corrections before a dissolution or other reorganization.

APPLICATION ACTIVITY:

APPLICATION ACTIVITY								
<i>Project Status As of Sept. 30, 2021</i>								
File	Applicant	Project Name	Date Application Received	Certificate of Filing	LAFCO Hearing Date	Certificate of Completion	SBE Submittal Date	Additional Comments
11-06	Butte County	CSA No. 114 - Expansion of Powers	02/02/11	N/A	pending	N/A	N/A	Incomplete - On Hold
18-09	TWSD	Clay Pit State Recreation Area Annexation						On hold. Incomplete Application
19-12	County	CSA 158 - Mandville Park Subd. Annex	05/02/19	05/29/19	10/03/19			Approved w/ conditions - 218 Hearing
20-06	OMAD	Dissolution / Annexation to BCMVCD	01/21/20	02/06/20	08/06/20	08/17/21		Waiting for TRA Statement
20-08	Oroville	Municipal Service Review Update (MSR)	05/20/20	N/A				In progress
20-09	LAFCO	Oroville Region Sewer & Water MSR	N/A	N/A				In progress
21-05	Oroville	Feather Avenue Annexation No. 2	02/25/21	06/10/21	09/02/21			Approved
21-06	Landowners	Tuscan Water District Formation	02/22/21					In progress
22-01	SFWPA	Dunstone Drive Annexation No. 1	08/06/21	09/08/21	10/07/21			In progress
22-02	SFWPA	Long Bar Road Annexation No. 1	08/06/21	09/08/21	10/07/21			In progress
22-03	SFWPA	Pioneer Trail Annexation No. 1	08/06/21	09/08/21	10/07/21			In progress

Attachments:

1. Town of Paradise Sewer Update Memorandum – September 30, 2021
2. CALAFCO Special Events Calendar
3. Wildfire and Water Supply in California: Advancing a Research and Policy Agenda

Memorandum

Paradise Sewer Project



Subject: September 2021 Monthly Status Report for Paradise Sewer Project to Butte County Agencies
Date: September 29, 2021
Authors: Marc Mattox (Town of Paradise), John Buttz (HDR)

This monthly memo is intended to be a high level summary of activities for the purpose of regular communication with Butte County agencies and to identify any need for formal Board presentations. For project information, please see www.paradisesewer.com.

Efforts for Past Month:

- The Central Valley Regional Water Quality Control Board (Regional Board) hosts meetings of the Sewer Regionalization Project Advisory Committee (SRPAC). The last SRPAC was on August 9, 2021 at 1:00 pm. The meeting was held in-person at the City of Chico's council chambers.
- Continued analysis and writing efforts for the Draft EIR, including the Project Description and Alternatives sections.
- Continued to update public website (www.paradisesewer.com).
- The City of Chico, through its consultant Carollo Engineers, continued its analysis of the potential to treat Paradise wastewater at the Chico Water Pollution Control Plant.

Efforts for Next Month:

- At its June 14th meeting, the SRPAC decided to shift to a meeting frequency of once every two months, with the next meeting planned for October 11, 2021 at 1:00 pm at the Town of Paradise's council chambers. Information about SRPAC meetings can be found at www.paradisesewer.com.
- Continue analysis efforts on the Draft Environmental Impact Report (EIR).
- The City of Chico, through its consultant Carollo Engineers, will continue its analysis of the potential to treat Paradise wastewater at the Chico Water Pollution Control Plant.

Requests/Interactions with County Agencies:

- The Town will contact Butte LAFCo and Butte County staff to schedule an informational meeting on the project's EIR.

THE CALIFORNIA ASSOCIATION OF LOCAL AGENCY FORMATION COMMISSIONS



Events Calendar – Special Sessions

MARK YOUR CALENDARS NOW!

Session details will be announced soon

CALAFCO BUSINESS & BOARD

OCTOBER

- 7 CALAFCO Elections (virtual) @ 8:00 a.m.
- 7 CALAFCO Annual Business Meeting (virtual) @ 9:00 am
- 8 CALAFCO Board of Directors Meeting (virtual) @ 11:00 am
- 22 CALAFCO Legislative Committee (virtual)

NOVEMBER

- 5 CALAFCO Legislative Committee (virtual)
- 12 CALAFCO Board of Directors Meeting (Sacramento)

DECEMBER

- 3 CALAFCO Legislative Committee (virtual)
- 8 Northern Region Roundtable (virtual) @ 8:30 – 10:00 am
- 8 Central Region Roundtable (virtual) @ 10:30 am – 12 pm
- 15 Southern Region Roundtable (virtual) @ 1:00 – 2:30 pm
- 15 Coastal Region Roundtable (virtual) @ 3:00 – 4:30 pm

SPECIAL EDUCATION SESSIONS FROM THE CONFERENCE PROGRAM

OCTOBER

- 8 **Infrastructure and Cyber Security: What You Need to Know (webinar) @ 9:00 – 10:30 am**
Featuring speakers from the Department of Homeland Security
- 28 **Post-pandemic Workforce Best Practices for Hiring Staff (webinar) @ 1:00 – 2:30 pm**
Featuring speakers from Staffing/Recruiting firm and LAFCo legal counsel

NOVEMBER

- 3 **The New Era: State of the State in Terms of Extreme Water & Fire Issues and What it Means for LAFCo (webinar) @ 10:30 am – 12:00 pm**
Featuring speakers from DWR, OPR, CAL Fire and LAFCo legal counsel

DECEMBER

- 6 **Throw Out the Historic Water Framework: What do LAFCos Do Now? (webinar) @ 1:30 – 3:00 pm**
Featuring speakers from the Water Board, LAFCo Commissioner and LAFCo Executive Officer

JANUARY 2022

- 10 **You Can't Always Get What You Want – But You Can Make Sure You Got What You Agreed to Receive (webinar) @ 1:00 – 2:30 pm**
Featuring speakers from HdL Coren & Cone, Former Asst. City Manager and Special District Board member/LAFCo Commissioner

Sharing Information and Resources

CALIFORNIA ASSOCIATION OF LOCAL AGENCY FORMATION COMMISSIONS
1020 12th Street, Suite 222, Sacramento, CA 95814
916-442-6536

For current information and other CALAFCO resources
please visit www.calafco.org

Updated 9/16/21



Wildfire and Water Supply in California: Advancing a Research and Policy Agenda
September 29th, 2021, 9AM – 1PM PT

**UC Agriculture and Natural Resources (UC ANR), California Institute for Water Resources &
UCLA Luskin Center for Innovation**

Overview

The linkages between wildfire and water are numerous and include relatively well-researched issues like the effects of wildfire on riparian areas, for example. However, in recent years, a newer issue has emerged: the relationship between wildfire and water supply. Even within this topic, some areas are relatively better understood such as how higher elevation wildfires might impact water storage reservoirs through siltation.

However, during the [Tubbs](#) (2017), [Camp](#) and [Woolsey](#) (2018), and [CZU Complex](#) (2020) fires, in particular, community water systems were affected in various ways, presenting a new set of issues. For example, the Tubbs and Camp fires “are the first known wildfires where widespread drinking water chemical contamination was discovered in the water distribution network and not in the source water after the fire” ([Proctor et al. 2020](#)).

Given the recent emergence of this issue, we ask this group of interdisciplinary and cross-sector participants to provide input and review on a research and policy agenda for how California can more proactively address the ways in which wildfire is increasingly putting water supply systems at risk. Workshop sessions are focused on four different research and policy issues and related questions at the intersection of wildfire events and water supply provision:

1. [Upstream Wildfire Effects on Water Supply](#)
 - a. How can forest and other ecosystem management help mitigate fire’s effect on downstream water flows? [link](#)
 - b. Should we expect upstream post-fire water quality impacts to evolve qualitatively or just quantitatively? [link](#)
 - c. How can disaster management efforts in the state better address post-fire water supply impacts upstream? [Link](#)
 - d. How can research efforts better support Indigenous leadership, knowledge, and practice to help manage healthy ecosystems? [link](#)
 - e. What are the most effective methods to support long term forest management to adapt to upstream effects? [link](#)
2. [Water Supplier Planning](#)
 - a. What can be done to proactively mitigate and reactively address damage to water reservoirs? [link](#)
 - b. How can water systems be supported to maintain power and continuous supply during a fire? [link](#)
- c. How should water systems be expected to finance fire-fighting efforts? [link](#)
3. [Water Supply, Fire, and Housing](#)

- a. What are the impacts of new fire-sensitive building codes and regulations on long term residents? [link](#)
 - b. How can displaced communities (re)gain access to affordable housing and essential services? [link](#)
 - c. How do we rebuild damaged plumbing infrastructure that is resilient to fire/reduces the contamination impacts experienced in communities? [link](#)
4. [End-use Water Quality and Public Health Impacts after Fire](#)
- a. Are new or enhanced drinking water regulations for testing and treatment needed to better address near or at point of use drinking water quality impacts from wildfire? [link](#)
 - b. Who should provide emergency water supply and what scale is feasible given the cost? [link](#)
 - c. How can we improve post-fire response guidance and testing support to communities that improves trust? [link](#)

This document contains a high-level summary of *initial* research and policy gaps, as well as key questions to be answered, identified by UC ANR and UCLA. The text serves as an agenda for conversation, and will be refined in a short report released post-workshop, but does not contain final answers. We also recognize that the organization of and dividing lines between topics as presented here are somewhat arbitrary and fuzzy, and thus welcome feedback on their reframing.

1. Upstream Wildfire Effects on Water Supply

California's drinking water supply has been reliant on the health of upstream alpine forests, chaparral, and grasslands to collect, filter, and deliver rainfall and snowmelt to groundwater, rivers and streams, and reservoirs. However, the unprecedented frequency, scale, and intensity of wildfires in recent years -- as well as a return to extreme drought conditions -- can damage the health of these critical environments.

Headwater ecosystems in particular play a critical, initial role in the water supply which is ultimately delivered to communities through piped infrastructure. In California, 60 percent of potable water is sourced from forested watersheds, the majority of which flows from the forests of the Sierra Nevada mountain range ([Uzun et al. 2020](#); [McCann et al. 2020](#)).

The rapid onset of the impacts of climate change via drought, severe heat, and wildfire are disrupting the health and stability of upstream ecosystems. These landscape-scale disturbances can cause downstream impacts -- including changes in water quantity and quality as well as hazardous debris flows -- that can be costly for water suppliers to manage and recover from. Mitigating future impacts of wildfires on downstream community water supplies invites new policies supported by research and policy questions in the following key areas.

- a. [How can forest and other ecosystem management help mitigate fire's effect on downstream water flows?](#)

The quantity and predictability of water flow delivered downstream is impacted by changes in upstream environments. High intensity fires like California has experienced in recent years can decrease transpiration by removing vegetation. They may also create a hydrophobic pyrogenic organic matter (POM) layer that increases runoff volume. Additionally, Maina & Siirila- Woodburn

(2019) found that burned landscapes in the Sierra Nevada may accumulate more snowpack; increasing the runoff during a summer melt and altering timing of runoff due to the amount of water stored in snowpack. The timing of a return to “normal” flow regimes varies. Flint et al. (2019) found a return to pre-fire stream flows in two to four years in burned landscapes studied.

Large burn areas from intense fires also produce high risk conditions for erosion, debris flows, and landslides, imperiling local communities and downstream water infrastructure. A recent study suggests that there can be water supply improvements of up to 14 percent to be found through prescribed burns, cultural burns, and mechanical thinning (McCann et al. 2020).

However, more evidence is needed on this front, both in terms of predictability of estimates of interventions and to restore flow at more meaningful levels as we see increased fire activity.

b. Should we expect upstream post-fire water quality impacts to evolve qualitatively or just quantitatively?

Hotter, faster, and bigger fires have altered upstream ecological processes and impact downstream water supply operations, motivating new ways of thinking about managing and remediating upstream environments. There is a history of researching burned areas in California that provides insight into predicting and planning for post-fire water quality impacts downstream (Hohner et al. 2019).

High intensity fires turn biomass into pyrogenic organic matter (POM) on the surface of the forest floor. During post-fire rains, severely burned areas deliver higher levels of precursors to disinfectant byproducts, dissolved organic nitrogen, and dissolved organic matter with higher turbidity, color, and suspended particles downstream.

These constituents all require intensive treatment to meet potable water standards and thus higher cost. High concentrations of contaminants are also not present only immediately post-fire. They can be detectable for up to two years, depending on the scale of the fire and precipitation patterns the following years (Uzun 2020).

c. How can disaster management efforts in the state better address post-fire water supply impacts upstream?

Natural disasters occurring in California can cascade like a set of dominos, passing the effect of each disaster to the next, compounding impacts on frontline communities. Drought increases risk of fire in forests and wild lands leading to larger, faster, and hotter fires that burn at higher elevations, destabilizing snowpack and snowmelt cycles, and leave large burn scars with damaged soils that leads to increased and unpredictable runoff (AghaKouchak et al. 2018).

The increase in runoff from burned landscapes increases the risk of erosion, debris flows, and flooding in steep, mountainous watersheds during California’s heavy rainy season. A study of Southern California burned slopes indicates landslide risk remains up to three years after a fire (Rengers et al. 2020).

Debris flows threaten infrastructure near and far. Communities in the wildland urban interface face immediate risk, while water supply infrastructure further downstream may be damaged by debris carried over long distances if upstream debris catchment solutions are not adequately deployed. Research on catchment basins in Los Angeles County in areas burned by the Colby and

Fish fires suggests that as vegetation returns to burned landscapes, sediment flows reduce. Continued research into the relationship between burned landscapes and catchment basins can aid policy makers in preparing for future impacts ([Gray 2019](#)).

A number of state and federal agencies respond to natural disasters in California today including the California Office of Environmental Services (Cal OES), local OES offices, the Federal Emergency Management Agency, California Department of Forestry and Fire Protection (CAL FIRE), California Highway Patrol, and non-profit volunteer organizations like the Red Cross respond to disasters in California ([UCANR 2020](#)).

The deadly mudslides in Montecito in 2018 after the Thomas fire are a grim call for researchers and policy makers to conduct further research to understand the impacts of and how best to prepare and respond to the cascading natural disasters in California today. A Los Angeles Times investigation details decades of tensions between the U.S. Forest Service, Army Corps of Engineers, Santa Barbara County officials, and the general public over the appropriate deployment and maintenance of debris catchment basins and disaster preparedness interventions; none believing the devastation Montecito experienced was possible ([Mozingo 2018](#)).

d. How can research efforts better support Indigenous leadership, knowledge, and practice to help manage healthy ecosystems?

Indigenous communities have long practiced ecosystem management strategies which mimic California's natural fire cycles, cultivating healthy ecosystems with, for example, widely spaced trees and low levels of forest floor flora. As colonial peoples displaced Indigenous peoples, cultural fire practices were largely disregarded and replaced with a forest management strategy of fire suppression, which in turn resulted in forest densification and left forests vulnerable to fire, diseases, and pests (Hankins 2015).

Today, many tribal communities, who are disproportionately impacted by climate change, retain little to no autonomy over the stewardship of their ancestral lands. This lack of sovereignty and practical management authority limits their access to culturally important resources and spaces and has left them unable to use ancestral land management practices in many cases, in turn leaving them and ecosystems more vulnerable than they would otherwise be to large scale fires.

Potential, albeit very limited, signs of progress and restorative equity have been made to engage cultural practitioners in ecosystem restoration in some contexts. For instance, the Karuk Tribe has developed a framework for a return to traditional management (Norgaard 2014). The Karuk Tribe now co-leads the Western Klamath Restoration Partnership, restoring a 1.2 million acre area, in partnership with the U.S. Forest Service (Durglo 2018). Moreover, the Yurok tribes are leading the Cultural Fire Management Council, which is a non-profit with a mission to increase cultural burning on the Yurok Reservation and ancestral lands. These are potential examples for how the state can dramatically expand work with tribal leaders to achieve its aggressive goals for sustainability-managed forest acreage (Buono 2020).

e. What are the most effective methods to support long term forest and other ecosystem management to adapt to upstream effects?

To limit the growth of large wildfires, an estimated 20-30 percent of California's 33 million acres of forested wildland must be managed and actively maintained through a mix of prescribed fire, managed wildfire, and mechanical thinning ([McCann et al. 2020](#)). Achieving the state's goals for managed forest requires intergovernmental and cross-sector cooperation. State and local governments only own three percent of forested lands in California with the majority owned by the federal government and private landowners. Forest management tactics like controlled burns must also align with other agencies regulating regional air quality, and policy makers must consider the equity implications for small landowners and tribal communities.

In 2020, California and the federal government signed a stewardship agreement that set a goal of treating one million acres of wildland in California each year. However, the state burned only 32,000 acres of wildland in 2020, well below the one million acre goal. An obstacle moving forward is matching funding and resources. California's final 2021 budget includes a recently approved \$1.5 billion for fire prevention ([Beam 2021](#)). Increasing wildland management means a long term investment in personnel, training, and knowledge. However, the total amount of funding needed to implement long term mitigation strategies is unknown (Feo et al. 2020).

To overcome the high cost of forest and other ecosystem management, agencies, non-profit organizations, and private companies are coming together to pool resources. There are examples of promising local and regional capacity building such as the involvement of the Yurok Tribe with the Cultural Fire Management Council, and the formation of the Sierra Nevada Conservancy Watershed Improvement Program. Collaborative projects like the French Meadows Partnership managed by the Sierra Nevada Conservancy and the Forest Resilience Bond by Blue Forest are additional creative mechanisms for potentially scaling up the raising and directing of forest management funds ([Olick 2021](#)).

Potential recommendations:

- Invest in debris management basins, particularly in rocky and mountainous areas close to highly urbanized areas like those found in many Southern California communities.
- Support Indigenous leadership, knowledge, and practice to help manage healthy ecosystems.
- More research is needed to determine with more precision how headwater forests and other ecosystem management affects the quantity and quality of downstream water supplies.

2. Water Supplier Planning

Wildfires bring new challenges to water system planning including protecting infrastructure, treatment for increased contamination loads post-fire, cleaning water reservoirs, rebuilding destroyed infrastructure, and maintaining the ability to keep the power on and water flowing during a fire to, among other things, provide critical support to fire fighters. Water systems may also need to support their customers with interim drinking water during recovery from a fire and must work to restore and ensure trust from the community that the tap water is safe as families and businesses return home. We need to identify policy and funding solutions to mitigate the impact of future fires on water systems, their ability to quickly recover water quality, provide water to displaced families, and restore trust in the tap.

California's current and expected intensity in future fire regimes presents new challenges for community water supply planners in many parts of the state. Wildfire is one of several climate threats, including drought, sea level rise, and extreme heat, which water utility planners are

expected to account for, and the approximately 2,800 community water systems in the state have vastly different planning and operational capacities. Wildfire may threaten the processes to secure, store, treat, and deliver reliable water supplies to both first responders and communities dependent on community water systems. To give a sense of the scale of the problem, a recent Department of Water Resources report estimates that “over half of the top at-risk [water] suppliers are in high or very high-risk zones for wildfire, as defined by CalFire” ([2020 Water Resilience Portfolio](#)).

The ability of water systems to maintain power during wildfires is critical for supporting firefighting efforts and minimizing damage to infrastructure. As water supply is diverted to aid in fighting wildfire and water sources are contaminated due to fire, water suppliers face impairments to both water quantity and quality in their mandate to maintain reliable water delivery to communities. As noted above, the runoff and debris flows after a fire also deliver sediment and contaminant loads downstream that can critically impair water reservoirs.

Moreover, the direct and indirect financing of firefighting activities by water suppliers is little understood or supported by specific policy, despite the outsized portion of water supplier budgets which fireflow sometimes represents. The Governor’s Office of Planning and Research, the Department of Water Resources, and the State Water Board have begun working on monitoring and support for this issue, but more attention and resources may be needed.

a. What can be done to proactively mitigate and reactively address damage to water reservoirs?

Large water suppliers often rely on reservoirs to store surface water for delivery to end-users. Rainfall on expansive wildfire burn scars washes excess contaminants and sediment downstream into reservoirs that can clog water system filters or fuel algal blooms in reservoirs ([Chow 2021](#)). Erosion and debris flows can also carry sediment into reservoirs, thus accelerating the decline of reservoir capacity. This is an especially troubling trend considering the reliance on water storage in California during droughts ([Sankey et al. 2017](#)). Research by Becker et al. ([2018](#)) provides recommendations to water systems for treatment technologies and techniques needed for varied wildfire impact and contamination scenarios, a useful resource for water systems in wildfire prone areas.

Moreover, reactively cleaning impaired reservoirs is costly with a common price tag of \$5-10 million per reservoir cleaning ([SNC 2021](#)). Proactive investments can help to avoid these accumulating reservoir cleanup costs. For instance, the French Meadows Project, a \$10.6 million collaborative effort between The Sierra Nevada Conservancy, Placer County Water Authority (PWCA), The Nature Conservancy, the American River Conservancy, and the Tahoe National Forest to restore 28,000 acres of headwater forest, is cost effective and proof that proactive management and investment can prevent future wildfire damage to PCWA reservoirs and avoid (USFS 2021).

b. How can water systems be supported to maintain power and continuous supply during a fire?

During a wildfire, emergency firefighting teams rely in part on operable water pumps, or otherwise have to take more ad hoc measures to secure water supply such as occurred in the Woolsey Fire of 2018 ([Griffith 2018](#)). The loss of water service to local hospitals and other vital facilities can also compound the impacts of wildfire on a community. Additionally, loss of pressure in water service lines can allow soil and contaminants in the surrounding area to enter the distribution system.

Keeping water systems operable during a wildfire emergency can be difficult as fire may damage water system infrastructure, spreading fire can leave key parts of water system infrastructure inaccessible, and backup power generators may fail.

Water systems need to invest in backup power supply to maintain operation of treatment facilities and pump stations during an emergency. Yet publicly-regulated water systems have expressed concern with complying with California Air Resources Control Board Rule 1470 which limits the allowable hours of testing diesel powered backup generators many systems rely on during fires, due to emissions concerns. However, limits on testing and maintenance hours during the year raise concern from water managers, who are advocating for the ability to test backup systems regularly to ensure they operate effectively while under stress during a wildfire emergency ([Carlson 2019](#)). Compliant, lower-emission, generators can cost \$100,000 each (and are not often eligible for existing public subsidy funds from the State Board as opposed to the Department of Water Resources), take time to deliver and install, and require additional costs for regular maintenance which water systems say is a constraint on their ability to upgrade.

Additionally, asking water supplier staff to access water infrastructure as wildfires encroach place their health and safety of staff at risk from the fire and associated air quality. Innovations in remote operation of water system infrastructure and backup power systems like solar and battery technology, paired with building and site design to reduce fire damage allow for some degree of offsite operation of water systems located in active fires that reduces risk to water system employees and maintains water operations for emergency use ([Heaney 2020](#)). However, access to technology, the cost of these upgrades, and the managerial knowledge for implementation may be a limiting factor in water systems deploying these tactics, as these factors are more broadly constraining especially for small water system operation ([Water Boards 2021](#)). To protect the health and safety of their workforce, investments in air filtration and PPE are also recommended but may need centralized support.

More broadly, Tran recommends water systems develop specific wildfire mitigation plans as part of their required emergency response plans (ERP) that include local or regional partnerships with surrounding water systems or water wholesalers with intertying supply connections ([Tran et al. 2021](#)). Developing these mutual aid relationships can lead to sharing of resource and critical staff and expertise support during an emergency. However, ERPs are only required for water systems with 3,300 or more connections. Finding ways to extend emergency planning support to small water systems in wildfire prone areas is critical to ensuring water supply to the communities they serve.

c. How should water systems be expected to finance fire-fighting efforts?

A large part of the way in which water systems are designed engineering-wise is to meet fire- flow requirements. The cost of this compliance is necessary, but can represent a large percentage of a water system's budgets, and is not always called out as a specific expense in utility budgets ([Tiger 2012](#)). To the extent that water utilities face differential costs, they are usually obligated to pass on these costs to customers (see AWWA M1 Manual, 2017), especially among publicly-owned utilities in California due to [Proposition 218](#).

The idea that the price of a good or service should reflect the cost of delivering that service to the user is referred to as cost causation or the benefit principle; this principle has been enshrined in

internal drinking water utility practice to determine how to charge different users with different impacts on water supply production within a utility pricing structure (García- Valiñas, Martínez-Espiñeira, & González-Gómez, 2010-b). However, the connection between the cost of providing water supply for firefighting and specific charges on customers is lacking (Beecher 2020), and may be undermining awareness of the need for additional revenue for water systems, especially in light of increased expectations that they serve on the front lines of supporting wildfire fighting efforts.

Potential recommendations:

- Provide recommendations to water systems for current and expected treatment technologies and techniques needed to treat runoff contamination
- Further invest in targeted support for water systems' continuous service in wildfire events
- Clarify at the state level the financing authorities and constraints of fire-fighting efforts by water systems

3. Water Supply, Fire, and Housing

With a year-long fire “season” and fires increasing in frequency, size, and intensity, communities are facing challenging planning decisions required to keep people safe. Not only must they consider the risk to housing from fire, they must also prepare for the risks of flooding and debris flows after the flames have been extinguished. Questions remain around the strategies and costs of providing adequate temporary housing for displaced families and rebuilding equitability.

Addressing the housing affordability crisis while also actively planning for housing supply that takes sufficient account of water availability and wildfire risk is a tall order in California. In the past several decades, in part due to higher affordability, housing has grown dramatically in the “Wildland Urban Interface,” where fire risk is high. This has in part been facilitated by local decisions regarding the designation of fire severity zones (Miller et al. 2020), which parallel local variation in implementation of “show me the water” laws (Hanak 2010) in California.

More specifically, post-fire housing recovery efforts in California have revealed major gaps in comprehensive short-term and long-term support for impacted households, especially those that are vulnerable ([Gabbe et al. 2020](#)). People who have lost homes and have been displaced by wildfire struggle to access immediate housing and livelihood relief programs, including bottled water, and secure affordable housing options that include access to clean drinking water infrastructure.

Communities who want to rebuild in fire-prone areas face feasibility challenges when trying to satisfy updated building codes which take account of both drought and fire risks. Agencies from the federal (FEMA), state (Housing and Community Development/HCD), and local levels (Local Agency Formation Commission/LAFCO, county and city housing authorities and planning departments, water systems) all have a role to play in this process.

a. What are the impacts of new fire-sensitive building codes and regulations on long term residents?

During fires where entire communities are displaced and large numbers of housing units are destroyed or damaged by fire, the search for or rebuilding of new, long-term affordable housing is challenging for many. Burned homes leave behind toxic materials that pose a threat to the

environment and local drinking water. Before homeowners are allowed to rebuild or reside on their property, the federal Environmental Protection Agency must complete a survey and removal of hazardous materials. Some types of housing such as mobile home parks must also show that in a re-build they have come up to current state Housing and Community Development code to be officially habitable.

Additional local mandates such as those imposed by the Santa Cruz County Board of Supervisors following the CZU Complex fire require property owners to either hire a contractor or enroll in a government sponsored program to clean their property following the EPA inspection. However, owners who enrolled in the government program were subject to long wait times and had to find temporary housing in the meantime ([Hagemann 2020a](#)).

Other broader regulations, intended to make communities safer during a fire, are also making it harder for long term residents to rebuild. For instance, in Santa Cruz county proposed State Minimum Fire Safe Regulations impose new standards for road width for rebuilding to ensure emergency vehicle access, water supply, and defensible space. Property owners wishing to return to remote parcels and to rebuild would be faced with the additional costs of funding road widening ([Hagemann 2021](#)).

b. How can displaced communities (re)gain access to affordable housing and essential services?

Temporary housing is also a direct lifeline to access to water for many displaced by fire. In Santa Cruz county federal Federal Emergency Management Agency funds provided hotel stays for 300 survivors of the CZU complex fire, with roughly one third of the enrollees extending their stay because they lacked access to clean water otherwise ([Hagemann 2020b](#)).

There is also increased concern around the impact of populations displaced as the result of wildfire on surrounding communities and their infrastructure, including drinking water systems ([Spearing and Faust 2020](#)). An associated, open question is who should bear the cost of this impact on infrastructure, especially if displaced populations are served via temporary connections.

Some households, uninsured and unable to afford rebuilding or relocating to new housing have turned to camping or moving into mobile homes with no running water or electricity connection as they wait for relief from state or federal agencies, options that are technically illegal in some counties. Those that did have fire insurance still struggle to find housing as displaced families across the region compete for housing and haggle with insurance providers over housing options and payments ([Mozingo 2021](#)).

The state legislature and Governor's office have taken steps to boost insurance relief for impacted families, however a study in 2017 found two thirds of fire victims were underinsured, leaving them without sufficient resources to rebuild or rehome ([Swindell 2020](#)). Particularly hard hit are residents of mobile home parks who can see housing costs more than triple when having to relocate or temporarily house themselves ([Rode 2019](#)).

c. How do we rebuild damaged plumbing infrastructure that is resilient to fire/reduces the contamination impacts experienced in communities?

One of the major obstacles to displaced populations returning to their property long-term is the cost of repairing water infrastructure, whether in fairly sizable or small communities. Following

the Camp Fire of 2018, the town of Paradise faced a bill to repair its drinking water system alone of \$300 million for a pre-fire population of 27,000 ([Associated Press 2019](#)). A cost of \$10 million to replace all utility infrastructure was estimated following the Woolsey Fire, also in 2018, burning through Seminole Springs Mobile Home Park in the Santa Monica Mountains ([Sharp 2019](#)).

As noted above, the costs of repairing water and broader utility infrastructure are high, but so are the costs of repairing or replacing private water infrastructure up to code. Homes with damaged or destroyed septic systems face high costs of permits and construction and inspections. The cost of restoring a septic system, for households not attached to sewer lines, can reach \$8,000 ([Hanson, 2020](#)).

Potential recommendations:

- Continue to refine (re)building and infrastructure regulations to allow for three-fold objectives of: fire protection, affordability and flexibility in compliance.
- Ensure that displaced households find emergency and temporary housing is coordinated with efforts to provide sufficient water supply
- Conduct more research on reducing infrastructure costs of buildback

4. End-use Water Quality and Public Health Impacts after Fire

Restoring the quality of and public trust in tap water after a fire is a critical step in community recovery. Wildfire can damage water quality at the source and within the water system. Burned areas deliver higher levels of sediment and contaminant loads to water sources and reservoirs. Fires can damage or destroy water system, private well, or household plumbing infrastructure, introducing contaminants or aesthetic impairments to the water supply. Moreover, displaced families need interim water and attention must be paid to ensuring they can trust the water in their homes when they are able to return.

Restoring the quality of and public trust in tap water after a fire is a critical step in a community's ability to recover. As noted above, water quality impacts from wildfire occur at multiple points along the water delivery system. A wildfire can damage water quality at the source. Burned areas deliver higher levels of sediment and contaminant loads to water sources and reservoirs which require extensive treatment to meet potability standards.

Of increasing concern, however, is the damage or destruction of near or at point of use publicly-regulated water system infrastructure, as well as private well and household plumbing infrastructure. In non-emergency situations, the maintenance of private well and household plumbing infrastructure is the responsibility of property owners, not water systems, not regulators (for instance see [Pierce et al. 2019](#)). These point of use impacts range from emerging, volatile contaminants of immediate health concern to aesthetic impairments. Moreover, households displaced by fires or who have contaminated in-home supplies need high quality interim water and attention to ensuring they can trust and use the water in their homes when they are able to return or have their contamination issue remediated.

- a. Are new or enhanced drinking water regulations for testing and treatment needed to better address near or at point of use drinking water quality impacts from wildfire?

Water runoff from areas burned by wildfires carries elevated levels of contaminants, precursors to disinfectant byproducts, and sediments into drinking water systems and private well supplies. These upstream contaminants may require additional treatment technologies to meet federal and state safe drinking water standards ([Uzun et al. 2020](#)). Wildfires can also introduce dangerous levels of contaminants throughout the water distribution system or from impacts to premise plumbing.

Burned or melted water infrastructure, particularly those components made from Cross-linked polyethylene (PEX) or polyvinyl chloride (PVC), including some storage tanks, distribution pipes, meters, and domestic well infrastructure, can release dangerous levels of volatile organic compounds like benzene into drinking water supplies. Moreover, this damaged infrastructure can cause water pipes to depressurize and introduce bacteria or spread volatile organic compounds (VOCs) from damaged parts of the network to undamaged areas. These VOCs may linger in the distribution and premise infrastructure for extended periods of time ([Proctor et al. 2020](#)). The question of where point of use treatment technologies are effective for use by water suppliers and households in post-fire contexts, among other emergency situations, also requires extensive clarification from regulators ([Hacker and Binz, 2021](#)).

b. Who should provide emergency water supply and what scale is feasible given the cost?

After a wildfire, residents may need emergency drinking water supplies for a period of days to months following displacement from their homes in an evacuation, if fire damage has caused contamination in water supply or introduced contamination into the distribution system, or if a water system is damaged and inoperable. The primary interim emergency water provided by state and federal agencies to families in need in California is bottled water.

State and Federal emergency planning guidelines list bottled water as an emergency water source when traditional supplies are unsafe ([US EPA 2011](#)). The California Office of Emergency Services Emergency Drinking Water Procurement & Distribution Planning Guidance contains a standing contract that local governments may use to purchase emergency bottled water supplies ([Cal OES 2014](#)). Further, authorized by water code section 13442, the California State Water Resources Control Board may use the California Cleanup and Abatement (CAA) account to address drinking water needs in emergency situations. During 2012-2016 drought, the majority of funding distributed by the CAA for emergency interim water supplies was spent on providing bottled water to county and local governments or water systems for distribution to households ([CAA Tracking](#)).

Despite the widespread use of bottled water as an emergency drinking water source the State government has not been able to take advantage of any economies of scale to reduce the cost of bottled water, purchasing bottled water at market rates from local retail establishments.

Bottled water retail costs are up to 156 times the cost of tap water and leave local governments and residents vulnerable to local retail supply. The State Water System Needs Assessment found the cost of providing only 60 gallons per month per connection, far below the State goal of 55 gallons per person per day, in systems on the State's Human Right to Water List would reach \$1 billion annually (Water Boards 2021).

An alternative emergency water supply delivery mechanism for communities and water systems impacted by wildfire is hauled water to communal supply points. Based on internal UCLA Luskin research of projects authorized by CAA funds, hauled water is potentially less expensive to provide

than bottled water with a cost of \$0.10 – \$0.25 per gallon at the allocation of 60 gallons per month. Further cost reductions are possible if a community filling station model, that reduces the cost and frequency of deliveries, is used. However, there has been no analysis of the water hauling industry's timing, capacity, or reach in the context of emergencies.

c. How can we improve post-fire response guidance and testing support to communities that improves trust?

As households in California recover from wildfire events, return home, and come together to rebuild communities, their trust in the safety of their drinking water often wanes ([Odimayoni et al. 2021](#)). As the presence of benzene and other VOCs in drinking water became apparent, and water systems worked to determine how widespread the contamination was, residents received changing warnings and boil advisories and shifting recommendations on point of use or point of entry filtration from local officials.

Unclear communication from state and local officials on what type of at home filter is appropriate in each circumstance was made worse by insurance policies that reportedly covered the costs of filters that may not adequately address VOCs found in drinking water (Olsen 2020). Mixed messaging from local or state officials can decrease trust in the safety of drinking water and increased reliance on more expensive bottled water for drinking, cooking, bathing, and brushing teeth, which in turn greatly impairs the quantity of water consumed and imposes its own environmental impact ([Wang et al. 2019](#)). One resident, frustrated after the CZU Complex Fire, was quoted saying, “If the water is messed up, we understand. We had a catastrophic fire up here, we understand that. But just let us know why” ([Becker 2020](#)). There is also a question of whether employing better public communication or science outreach can solve the issue ([Roy and Edwards 2019](#)), or if broader distrust must be addressed.

Some residents interviewed turned to private testing labs after purchasing at home water quality test kits out of pocket. It is unclear whether the state or counties can muster sufficient responses to resident concerns and information gaps in these contexts or whether new resources need to be made available to public agencies. Given widespread distrust in the government, especially in rural areas often affected by wildfire, a more effective alternative may be supporting the expansion of the capacity of researchers, non-profit organizations, and community based organizations to provide information, technical assistance with testing, and an appropriate return to trust in a disaster recovery context. For instance, in some other emergency contexts, public officials have only admitted water safety concerns related to tap water once external experts were engaged ([Lambrinidou 2018](#)).

Potential recommendations:

- Bring regulations and technology for POU treatment more pointedly to be informative and deployable in post-wildfire contexts
- Proactively fund and deploy emergency water supplies pre-wildfire event.
- Determine who is best suited to communicate and what communication style and content helps people appropriately trust their water supply post-fire.

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Manager's Report

To: Board of Directors

From: Scott McCutcheon, General Manager

Date: October 12, 2021

RE: Item No. 13 – Quarterly Investment Schedule, Quarterly Income Statement, and Balance Sheet

Included are the 2nd quarter District Investment Schedule Summary, Quarterly Income Statement, and Balance Sheet

Attachment 1: "LOAPUD Investment Schedule" shows that the District's cash balance increased by \$25,109.44 over the last quarter.

Attachment 2: "Quarterly Income Statement" shows the movement of money into and out of the District's accounts each month over the last quarter.

Attachment 3: "Balance Sheet" shows all assets and liabilities for all District accounts.

Attachment Included

LOAPUD INVESTMENT SCHEDULE
September 30, 2021

Bank	Beginning Balance July 1, 2021	Ending Balance September 30, 2021	Difference	Maturity	*Interest Rate
Five Star General	\$ 325,382.89	\$ 535,734.27	\$ 210,351.38	CKG	0.1000%
Five Star USDA	\$ 180,062.52	\$ 66,654.32	\$ (113,408.20)	CKG	0.1000%
Five Star MM	\$ 1,055,975.93	\$ 981,850.61	\$ (74,125.32)	IF	0.2210%
LAIF	\$ 2,699,643.21	\$ 2,701,934.79	\$ 2,291.58	IF	0.2210%
LAIF Series A Bond Res	\$ 107,048.00	\$ 107,048.00	\$ -	IF	0.2210%
Total Investments	\$ 4,368,112.55	\$ 4,393,221.99	\$ 25,109.44		

* Current quarter interest rate

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Quarterly Income Statement
For the Year 2021-2022

53 Sewer

Account Object	Description	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Current YTD	Budget	Variance
Revenue								
41100	Sewer Service Charge	398,204.52	32.75			398,237.27	1,592,439.00	-1194,201.73
41150	Pumping Charge	31,865.61				31,865.61	127,322.00	-95,456.39
41200	Kelly Ridge Pumping Chg (45,000.00	-45,000.00
41300	Connection Fee	200.00				200.00		200.00
	Total Revenue	430,270.13	32.75	0.00	0.00	430,302.88	1,764,761.00	-1334,458.12
Expenses								
51000	Administration							
60100	Salaries & Wages	56,311.79				56,311.79	249,062.00	192,750.21
60200	Sick Time Buy Back						3,000.00	3,000.00
62100	Health Insurance	14,483.34				14,483.34	72,279.00	57,795.66
62150	HSA PAYABLE	7,499.88				7,499.88		-7,499.88
62200	Dental Insurance	896.76				896.76	3,802.00	2,905.24
62250	Life Insurance	99.50				99.50	462.00	362.50
62300	Vision Insurance	253.00				253.00	3,003.00	2,750.00
62400	Deferred Comp 457	1,095.46				1,095.46	4,981.00	3,885.54
62450	CALPERS Contribution	42,022.73				42,022.73	84,575.00	42,552.27
62500	Workers Comp Ins.	473.27				473.27	4,572.00	4,098.73
62550	Payroll Taxes/Ins.	4,127.66				4,127.66	20,864.00	16,736.34
65100	Office Utilities	-124.39				-124.39		124.39
66100	Office Supplies & Expense	100.00				100.00		-100.00
	Total Account	127,239.00				127,239.00	446,600.00	319,361.00
51100	Director							
60100	Salaries & Wages	6,000.00				6,000.00	24,000.00	18,000.00
62300	Vision Insurance	232.00				232.00	5,000.00	4,768.00
62550	Payroll Taxes/Ins.	555.00				555.00	1,836.00	1,281.00
	Total Account	6,787.00				6,787.00	30,836.00	24,049.00
57000	General Operating							
64100	Engineering Services	17,040.00				17,040.00	60,000.00	42,960.00
64150	Legal Services	-3,098.00				-3,098.00	36,000.00	39,098.00
64200	Accounting/Audit Services	17,225.00				17,225.00	20,400.00	3,175.00
64250	Insurance	14,822.32				14,822.32	44,600.00	29,777.68
64300	Software Maintenance & Te	9,092.95				9,092.95	44,400.00	35,307.05
65100	Office Utilities	3,267.08				3,267.08	19,465.00	16,197.92
65150	Shop/Yard Utilities	1,395.96				1,395.96	10,380.00	8,984.04
66100	Office Supplies & Expense	5,751.22				5,751.22	18,000.00	12,248.78
66150	Office Equipment	1,243.07				1,243.07	33,000.00	31,756.93
66200	Building & Yard Repairs /	1,488.99				1,488.99	13,000.00	11,511.01
66250	Small Tools & Consumables	3,511.70				3,511.70	22,700.00	19,188.30
66350	Outside services	2,092.87				2,092.87	5,000.00	2,907.13
67100	Education & Training						12,000.00	12,000.00

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Quarterly Income Statement
For the Year 2021-2022

53 Sewer

Account Object	Description	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Current YTD	Budget	Variance
67150	Membership/Subscriptions	1,366.56				1,366.56	9,900.00	8,533.44
67200	Permits & Licenses	4,245.33				4,245.33	14,150.00	9,904.67
67250	Travel, Meals & Entertain	309.75				309.75	3,000.00	2,690.25
67300	Elections						5,000.00	5,000.00
67350	Bank Fees	3,107.27				3,107.27	10,800.00	7,692.73
67400	Safety Training	246.25				246.25	12,000.00	11,753.75
67450	Environmental						3,050.00	3,050.00
67550	LAFCo Operating Fees	1,488.32				1,488.32	2,400.00	911.68
	Total Account	84,596.64				84,596.64	399,245.00	314,648.36
58000	Field							
60100	Salaries & Wages	59,639.75				59,639.75	353,683.00	294,043.25
60200	Sick Time Buy Back						3,000.00	3,000.00
61150	Standby Wages	1,464.36				1,464.36	6,525.00	5,060.64
61200	Regular Overtime Wages						17,887.00	17,887.00
61250	Call-Out Overtime Wages						7,680.00	7,680.00
62100	Health Insurance	4,817.00				4,817.00	76,101.00	71,284.00
62150	HSA PAYABLE	4,166.60				4,166.60	12,500.00	8,333.40
62200	Dental Insurance	323.73				323.73	8,332.00	8,008.27
62250	Life Insurance	78.80				78.80	901.00	822.20
62300	Vision Insurance	1,153.71				1,153.71	6,006.00	4,852.29
62400	Deferred Comp 457	1,214.40				1,214.40	7,573.00	6,358.60
62450	CALPERS Contribution	4,649.91				4,649.91	125,669.00	121,019.09
62500	Workers Comp Ins.	4,790.36				4,790.36	37,210.00	32,419.64
62550	Payroll Taxes/Ins.	4,790.87				4,790.87	35,507.00	30,716.13
63500	Boots and Uniforms						5,700.00	5,700.00
65175	PUMP STATION UTILITIES	10,873.46				10,873.46	69,340.00	58,466.54
66300	Safety Supplies	1,122.50				1,122.50	6,000.00	4,877.50
66350	Outside services	885.50				885.50	7,000.00	6,114.50
68100	Routine Operations & Main	3,536.61				3,536.61	9,000.00	5,463.39
68125	REPAIRS AND MAINTENANCE O	58.44				58.44	69,415.00	69,356.56
68150	I & I Operations & Mainte						43,200.00	43,200.00
69100	Diesel Fuel						22,680.00	22,680.00
69150	Gasoline						15,120.00	15,120.00
69200	Oils & Grease						1,800.00	1,800.00
69250	Heavy Equipment Repairs &	889.35				889.35	13,000.00	12,110.65
69300	Auto Repairs & Maintenanc	2,328.44				2,328.44	12,900.00	10,571.56
	Total Account	106,783.79				106,783.79	973,729.00	866,945.21
	Total Expenses	325,406.43	0.00	0.00	0.00	325,406.43	1,850,410.00	1525,003.57
	Net Income from Operation	104,863.70	32.75			104,896.45		

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Quarterly Income Statement
For the Year 2021-2022

53 Sewer

Account Object	Description	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Current YTD	Budget	Variance
Other Revenue								
47100	Capacity Charge	4,777.00				4,777.00		4,777.00
47150	Sewer Service Late Fees	19,392.28	-20.71			19,371.57		19,371.57
47195	FUEL SALES	211.69				211.69		211.69
47200	Interest	10,148.87				10,148.87	6,377.00	3,771.87
47250	RD Surcharge	90,547.10	-14.70			90,532.40	362,148.00	-271,615.60
47350	Current Sec Taxes						280,000.00	-280,000.00
47400	Current Unsec Tax						12,000.00	-12,000.00
47500	Other Taxes						3,600.00	-3,600.00
47871	SC-OR Regional Facility C	6,638.00				6,638.00		6,638.00
49000	Other Income	4,040.00	15.00			4,055.00		4,055.00
	Total Other Revenue	135,754.94	-20.41	0.00	0.00	135,734.53	664,125.00	-528,390.47
Other Expenses								
81000	Capital Outlay							
81104	Las Plumas Lift Station P	-10,602.45				-10,602.45		10,602.45
81110	Equipment Purchase	50,202.54				50,202.54	345,055.00	294,852.46
81112	Master Plan Update	-3,675.00				-3,675.00		3,675.00
81200	District Projects-CIP						457,780.00	457,780.00
	Total Account	35,925.09				35,925.09	802,835.00	766,909.91
85000	Debt Service							
85200	Loan Principal	62,000.00				62,000.00	62,000.00	
85250	Loan Interest Expense	51,425.00				51,425.00	101,533.00	50,108.00
	Total Account	113,425.00				113,425.00	163,533.00	50,108.00
87000	Other Expense							
74400	Depreciation						564,000.00	564,000.00
	Total Account						564,000.00	564,000.00
	Total Other Expenses	149,350.09	0.00	0.00	0.00	149,350.09	1,530,368.00	1381,017.91
	Net Income	91,268.55	12.34	0.00	0.00	91,280.89		

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Quarterly Income Statement
For the Year 2021-2022

55 RIVER RANCH OROVILLE LLC

Account Object	Description	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Current YTD	Budget	Variance
Expenses								
57000	General Operating							
64100	Engineering Services	2,475.00				2,475.00		-2,475.00
	Total Account	2,475.00				2,475.00		-2,475.00
	Total Expenses	2,475.00	0.00	0.00	0.00	2,475.00	0.00	-2,475.00
	Net Income from Operation	-2,475.00				-2,475.00		
	Net Income	-2,475.00	0.00	0.00	0.00	-2,475.00		

Combined Funds

Assets

Current Assets

Five Star Bank - General Acct.	543,535.19	
Five Star USDA	66,654.32	
Five Star Money Market	981,850.61	
LAIF 10401 Series A Bond Debt Res	2,701,934.79	
LAIF ACCOUNT SERIES A BOND DEPT RESERVE	107,048.00	
Petty Cash	500.00	
Acct Receivable-Sewer Service	1,021,421.35	
Accounts Receivable Other	49,357.62	
Tax Assess Receivable	69,546.91	
Accounts Receivable: Butte Cnty Treasurer	114,975.90	
Accrued Interest Receivable	9,360.53	
Inventory	15,583.17	
Prepaid Expenses	43,284.25	
Prepaid Health Insurance	9,275.38	
Prepaid Dental/Life/AD&D	(1,160.87)	

Total Current Assets		5,733,167.15

Fixed Assets

Land	107,174.17	
Work in Progress	227,318.59	
Subsurface Lines	13,702,512.64	
Villa Verona Project 1991	163,196.80	
Sewage Collection Facilities	581,252.11	
General Plant	4,209,077.81	
Vila Verona Tank Removals	3,774,204.07	
Lower Wy Improvement District	79,368.26	
Allowance for Depreciation	(14,023,901.89)	
Investment in SC-OR	41,982.33	

Total Fixed Assets		8,862,184.89

Other Assets

Deferred Outflows	451,910.21	

Total Other Assets		451,910.21

Total Assets ----- **15,047,262.25**

Combined Funds

Liabilities and Equity

Current Liabilities

Checks Payable	407,930.19	
SC-OR Service Pass-Thru	661.12	
Accrued Vacation & Sick Leave	60,364.98	
Federal Withholding	(27.00)	
State Income Tax Withholding	(181.40)	
CA Disability	(135.38)	
Unemployment Payable	61.92	
PERS PEPRA Payable	153.02	
CalPERS 457 Payable	42.68	
AFLAC PreTax Payable	68.00	
CONVERSION Aflac Pre-Tax 125	216.94	
CONVERSION Aflac After Tax	133.78	
Employee PERS Contribution	(0.03)	
PERS Employer Contribution	0.01	
Adv on Exp-RIVER RANCH LLC OROVILLE	3,415.25	
Adv on Exp-Berry Creek Development 2015	1,620.00	
Adv on Exp-Feather Falls Mini Mart Expansi	675.00	
Adv on Exp-Lazzareschi Annexation	(1,270.00)	
Adv on Exp RR LLC OFFSITE INSPECTION	19,473.50	

Total Current Liabilities		493,202.58

Long-Term Liabilities

Loan Payable-USDA Rural Dev	2,420,000.00	
Interest Payable-Bonds	51,425.00	

Total Long-Term Liabilities		2,471,425.00

Other Liabilities

Net Pension Liability	1,484,215.00	
Deferred Inflows of Resources	75,399.00	

Total Other Liabilities		1,559,614.00

Total Liabilities

4,524,241.58

Equity

Invested in Capital Assets	6,615,519.84	
Resserve-RDA Surcharge	286,726.46	
Reserve-Capacity Charges	1,316,271.83	
Capital Fund-Retained Earnings	2,216,277.99	
Conversion Balancing	(569.00)	

10/06/21
09:41:09

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Balance Sheet
For the Accounting Period: 9 / 21

Page: 3 of 3
Report ID: L150

Combined Funds

CURRENT YEAR INCOME/(LOSS)

88,793.55

Total Equity

10,523,020.67

Total Liabilities & Equity

15,047,262.25



Manager's Report

To: Board of Directors

From: Scott McCutcheon, General Manager

Date: October 12, 2021

RE: Item No. 14 – Board Members', Manager, and Staff Comments

14.1 Field Operations Report

The September 2021 Field Operations Activity Report is included for your review and discussion.

Attachment Included

14.2 Personnel Committee Report

Representatives of the Personnel Committee will give a report of Committee business.

FIELD OPERATIONS ACTIVITY REPORT

SEPTEMBER 2021

Safety Meetings and Compliance

- Blood Born Pathogens- Don't Take The Risk (SDRMA)
- SPCC, HMRRP, CCP, IIPP, and LOAPUD Safety Manual annual training
- CUPA Inspection by Butte County Environmental Health
- Revised and updated SPCC plan for compliance with BCEH
- USA North Damage Prevention Certification for Field Crew
- Personnel meeting regarding Covid and wearing masks at District Facilities

General meetings

- Field meet with Contractor and property owner for new lateral on Greenville
- Spoke to Sherwood Cons. regarding questions of KOA expansion
- Nixon-Elgi Vac Truck Demonstration
- Field meet with property owners and MGC Cons. regarding 44 & 50 Crane Ave

I & I Related Work

- No I & I related work

New Permits and Connections, Estimates, Inquiries or Termination

- 1915 Greenville- New lateral permit, no reconnection fees
- 2385 A St.- New lateral permit, no reconnection fees
- 3440 Oro Bangor Hwy- Lateral repair permit
- 44 & 50 Crane Ave- Lateral replacement permits
- Reviewed outstanding permits and closed out

Lines Cleaned

- 26,319' LF Cleaned with Jet Rodder

CCTV Work

- 642.3' LF Televised

GIS Work

- No GIS work

Lateral CCTV Work

- No Lateral work

General Maintenance

- All lift stations and gen sets cleaned
- All lift stations- compound gates adjusted
- Fuel and oil containment area cleaned and organized
- Maintenance yard cleaned and parts/pipe organized
- Purchased misc. hand tools for new service truck
- Purchased new 2021 F-250 service truck

Field Maintenance, Repairs and Misc.

- SCADA communication fail at all lift stations- Lost programming due to radio failure
- Rausch CCTV camera sent in for repair- CPU board failed
- Las Plumas L/S- de-ragged both pumps numerous times
- Mooretown L/S- Pump #2 Over Temp caused by open check valve due to rags
- Mooretown L/S- Pulled Pump #2 due to Over Temp caused by RV discharge hose stuck in the impeller
- All check valves cleared and gate valves exercised at the lift stations
- Ordered new rotating assemblies for Hanging Tree Lift Station

Service Calls/Call Outs Primary- 7 (Last Mo. 3)

- 505 Silverleaf- Customer had concerns of an overflow and smell- Dog urinated in carport by the clean out
- 383 Stoneridge- Customer had odor complaint coming from manholes- Sealed manholes
- 170 Brookdale- Customer requested the District to remove lock and gate that the neighbor installed for access to fix her fence. This has been an on-going dispute between both property owners- Recommended to call Code or Law enforcement.
- 44 Crane Ave.- Customer called regarding 50 Crane Ave. replacing lateral without permit or USA. In the process 44 Crane Ave lateral was ripped out. Stopped all work until proper procedures were followed; Call USA in and apply for permit.
- 2 OT Call outs for Mooretown L/S- Over Temp alarms
- 1 OT Call out for water leaking in front of yard- Water service broke

Service Calls/Call Outs for Villa Verona- 6 (Last Mo. 6)

- 6 Total tanks cleaned, flushed and/or pumped
- 3 OT Call Outs- 2 gravity tanks 1 simplex tank
- 3 Service calls for gravity tanks

Gas Consumption: 96.4 gals (Last Mo. 119 gals)

Diesel Consumption: 337.1 gals (Last Mo. 305.2 gals)

LOAPUD Gas: 96.4 gals (Last Mo. 119 gals) Diesel: 283.3 gals (Last Mo. 269.9 gals)

El Medio Fire Dept. Gas: 0.0 gals (Last Mo. 0.0 gals) Diesel: 53.8 gals (Last Mo. 35.3 gals)