

AGENDA

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS

Regular Meeting Scheduled 2:00 p.m. December 8, 2020
1960 Elgin Street, Oroville, CA 95966

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 to attend the meeting.

Please call the District office at **(530) 533-2000** for assistance in participating in the teleconference.

Dial in: 1-669-900-9128
Meeting ID: 836 2936 0418
Passcode: 188389

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're committed to keeping the public engaged throughout this crisis and appreciate your help in making that happen.

ACTION ITEMS

1. **SALUTE TO THE FLAG OF THE UNITED STATES OF AMERICA**
The meeting will open with a salute to the flag of the United States of America.
2. **MOMENT OF SILENCE**
The Board of Directors will observe a moment of silence.
3. **ROLL CALL AND ACKNOWLEDGMENT 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 report 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 specific items 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 BOARD MEETING OF NOVEMBER 10, 2020.

4.2 FINANCIAL REPORT-MONTH ENDING NOVEMBER 30, 2020.

4.3 PAYMENT OF WARRANTS–MONTH ENDING NOVEMBER 30, 2020.

5. ITEMS REMOVED FROM CONSENT AGENDA

DISCUSSION WITH POSSIBLE ACTION

6. ANNUAL BOARD REORGANIZATION

The Board will elect a President and Vice President for the 2021 calendar year.

DISCUSSION WITH POSSIBLE ACTION

7. 2021 REGULAR BOARD MEETING SCHEDULE

The Board will review and consider approving the 2021 Regular Board Meeting Schedule.

DISCUSSION WITH POSSIBLE ACTION

8. APPOINTMENT OF A “PERSONNEL COMMITTEE”

The Board President will consider appointing directors to a “Personnel Committee”.

DISCUSSION WITH POSSIBLE ACTION

9. APPOINTMENT OF A “LATERAL POLICY AND REGULATIONS ADVISORY COMMITTEE”

The Board President will consider appointing directors to a “Lateral Policy and Regulations Advisory Committee”.

DISCUSSION WITH POSSIBLE ACTION

10. REQUEST APPROVAL FOR NEW SERVER PURCHASE

The Board will review and consider approving the purchase of a new server.

DISCUSSION WITH POSSIBLE ACTION

11. COVID 19 UPDATE

General Manager McCutcheon will provide an update to the Board on the District's response to the COVID 19 pandemic.

DISCUSSION WITH POSSIBLE ACTION

REPORTS AND CONSULTATIONS

12. SC-OR COMMISSIONERS' REPORT

13. BCSDA REPRESENTATIVE & LAFCo COMMISSIONER REPORTS

14. BOARD MEMBERS, MANAGERS AND STAFF COMMENTS

- FIELD OPERATIONS SUPERVISOR REPORT
- PROJECT UPDATES
- 2151 POLICY UPDATE FOR BOARD POLICIES BINDER
- ANNUAL EMPLOYEE APPRECIATION DINNER
- HOLIDAY OFFICE CLOSURES

15. BOARD MEETING ADJOURNMENT



Manager's Report

To: Board of Directors
From: Scott McCutcheon, General Manager
Date: December 8, 2020
RE: Item No. 4 – Consent Agenda

Item No. 4.1 **Board Meeting Minutes** - Minutes from the November 2020 regular board meeting are included for the Board's review, comment, and approval.

Attachment Included

Item No. 4.2 **Financial Reports** - Profit and Loss report through November 2020 is complete and ready for review, comment, and approval.

Attachment Included

Item No. 4.3 **Payment of Warrants** - The pending November 2020 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
NOVEMBER 10, 2020**

CALL TO ORDER

President Kuehner called the meeting to order at 2:01 P.M. Directors present were Fairbanks, Hosley, Kuehner, Mastelotto & Sharman. General Manager McCutcheon, Field Operations Supervisor Sanders, District Engineer Knibb, Foreman Tyler Christensen, Utility Worker Shawn Ainslie and Clerk of the Board Hamblin represented the District.

Tyler Christensen and Shawn Ainslie left the meeting at 2:03 P.M.

SALUTE TO THE FLAG

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

MOMENT OF SILENCE

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

CONSENT AGENDA

The Board reviewed the minutes of the Regular Board Meeting of October 13, 2020 and Special Board Meeting of October 29, 2020, the Financial Report and the Warrant List for month ending October 31, 2020. After discussion, it was moved by Director Fairbanks and seconded by Director Hosley that the items on the consent agenda be approved as presented. The motion passed with the following vote:

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

BCSDA CALL FOR NOMINATIONS

After discussion, it was moved by President Kuehner and seconded by Director Fairbanks to nominate Shawn Rohrbacker for the Non-Enterprise Member and Scott McCutcheon for the Enterprise Member to the Executive Board of BSCDA. The motion passed with the following vote:

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

Clay Singleton of SingletonAuman PC joined the meeting at 2:12 P.M.

PRESENTATION OF THE 2019-2020 INDEPENDENT AUDIT REPORT

Clay Singleton of SingletonAuman PC presented the Board with a summary of the 2019/2020 Financial Statement and Independent Audit Report, this being the second year of a second three-year contract between the District and SingletonAuman PC. He stated that the audit went very smoothly this year and they found no reportable issues, and overall it was a favorable audit.

After discussion, it was moved by Director Mastelotto and seconded by Director Fairbanks to approve the 2019/2020 Independent Audit Report as prepared and presented by SingletonAuman PC. The motion passed with the following vote:

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

Clay Singleton of SingletonAuman PC left the meeting at 2:23 P.M.

REQUEST AUTHORIZATION TO ENGAGE MATTHEWS, HUTTON & WARREN FOR ACCOUNTING SERVICES

After discussion no action was taken on this item.

APPROVAL OF AMENDMENT TO BOARD POLICY 2151 EMPLOYEE COMPENSATION SCHEUDLE FOR THE 2020-2021 BUDGET

General Manager McCutcheon made a request to the Board to approve an amendment to the Board Policy 2151 Employee Compensation Schedule due to a recent hiring and various clerical errors in the policy. After discussion it was moved by Director Kuehner and seconded by Director Sharman to approve the amendments to Board Policy 2151 Employee Compensation Schedule for the 2020-2021 budget. The motion passed with the following roll call vote:

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

SC-OR COMMISSIONERS' REPORT

Director Kuehner noted that Glen Sturdevant was offered and accepted a 3-year contract for the position of Plant Manager with SC-OR.

BCSDA REPRESENTATIVES AND LAFCo REPORT

General Manager McCutcheon congratulated Director Sharman on his appointment to the LAFCo Commission as a Regular "Enterprise" Member.

BOARD MEMBER'S, MANAGER AND STAFF COMMENTS

Field Supervisor Sanders updated the Board on the status of field operations and noted that we have had an increase in inquires for sewerage service.

Engineer Knibb updated the Board on the Status of the River Ranch submittals.

General Manager McCutcheon updated the Board on requests for the District to provide financing for new customer connections.

ADJOURNMENT

There being no further business to come before the Board the meeting was adjourned at 3:05 P.M.

Respectfully submitted,

Kelly Hamblin,
Clerk of the Board

Lake Oroville Area Public Utility District
Profit & Loss Budget Performance
 November 2020

	Nov 20	Budget	Jul - Nov 20	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
41100 · Sewer Service Charge	126,535.00	126,535.00	632,703.21	632,675.00	1,518,420.00
41150 · Pumping Charge	10,674.00	10,674.00	53,383.07	53,370.00	128,088.00
41200 · Kelly Ridge Pumping Chg (Taxes)	0.00	0.00	0.00	0.00	45,000.00
41250 · Permit/Inspection Fees	0.00	0.00	0.00	0.00	0.00
41300 · Connection Fee	0.00	0.00	-2,046.57	0.00	0.00
41350 · Other Services	0.00	0.00	0.00	0.00	0.00
41400 · Sales	0.00	0.00	10.90	0.00	0.00
Total Income	137,209.00	137,209.00	684,050.61	686,045.00	1,691,508.00
Gross Profit	137,209.00	137,209.00	684,050.61	686,045.00	1,691,508.00
Expense					
60000 · Office Salaries & Wages	21,498.17	24,448.00	130,652.75	122,411.00	272,834.00
61000 · Field Salaries & Wages	26,068.46	31,235.00	121,405.07	145,200.00	343,012.00
62000 · Office Emp Benefits	16,579.53	17,716.50	99,149.46	96,753.50	222,083.00
63000 · Field Emp Benefits	19,329.95	19,563.00	89,459.93	98,882.00	237,135.00
64000 · Professional Services	5,587.61	8,700.00	58,604.52	62,900.00	172,800.00
65000 · Utilities	4,877.30	7,874.00	37,326.41	39,370.00	94,488.00
66000 · Services & Supplies	2,926.71	4,000.00	12,849.12	58,850.00	106,195.00
67000 · Training/Membership/Fees	814.00	31,450.00	13,488.82	52,200.00	82,700.00
68000 · Operations and Maintenance	2,863.83	8,200.00	23,509.19	53,895.00	105,635.00
69000 · Fuel, Oil, Grease & Auto	655.20	4,500.00	11,280.48	24,000.00	55,500.00
Total Expense	101,200.76	157,686.50	597,725.75	754,461.50	1,692,382.00
Net Ordinary Income	36,008.24	-20,477.50	86,324.86	-68,416.50	-874.00
Other Income/Expense					
Other Income					
70100 · Capacity Charge	0.00	0.00	0.00	0.00	0.00
70110 · Annexation Fee	0.00	0.00	0.00	0.00	0.00
70150 · Sewer Service Late Fees	-37.16	0.00	12,312.95	0.00	0.00
70200 · Interest	0.00	0.00	7,589.49	6,403.00	25,498.00
70250 · RD Surcharge	30,179.00	30,179.00	150,900.20	150,895.00	362,148.00
70300 · Other Income	488.35	0.00	6,289.30	0.00	0.00
70349 · Taxes (Parent Account for Taxes Rec	14,067.61	0.00	14,067.61	0.00	245,600.00
75000 · Special Income	0.00	0.00	0.00	0.00	0.00
75100 · Gain/Loss Sale of Fixed Assets	0.00	0.00	0.00	0.00	0.00
Total Other Income	44,697.80	30,179.00	191,159.55	157,298.00	633,246.00

Lake Oroville Area Public Utility District
Profit & Loss Budget Performance
 November 2020

	Nov 20	Budget	Jul - Nov 20	YTD Budget	Annual Budget
Other Expense					
80100 - Capitalized Expenditure	26,059.25	0.00	74,607.50	57,090.00	188,893.00
80150 - District Projects CIP	0.00	0.00	0.00	132,480.00	457,780.00
80200 - Loan Principal	0.00	0.00	60,000.00	60,000.00	60,000.00
80250 - Loan Interest Expense	0.00	0.00	52,700.00	52,700.00	104,125.00
82000 - SC-OR Excess Flow Surcharges	0.00	0.00	0.00	0.00	0.00
85000 - Special Expense	0.00	0.00	0.00	0.00	0.00
Total Other Expense	26,059.25	0.00	187,307.50	302,270.00	810,798.00
Net Other Income	18,638.55	30,179.00	3,852.05	-144,972.00	-177,552.00
Net Income	54,646.79	9,701.50	90,176.91	-213,388.50	-178,426.00
64400 - Depreciation	47,000.00	47,000.00	235,000.00	235,000.00	564,000.00
Change in Net Assets	7,646.79	-37,298.50	-144,823.09	-448,388.50	-742,426.00

Lake Oroville Area Public Utility District
Warrant List
November 1-30, 2020

Date	Num	Name	Memo	Gross	Amount
11/04/2020	21972	Dana Marcy	Refund of overpayment made by Mid Valley Title	\$	123.18
11/06/2020	21973	Alhambra	Office Expense	\$	58.23
11/06/2020	21974	Better Deal Exchange	Repairs & Maintenance	\$	10.81
11/06/2020	21975	Comcast	Utilities	\$	355.06
11/06/2020	21976	Dan's Electrical Supply	Repairs & Maintenance	\$	50.17
11/06/2020	21977	DataTree	Office Expense	\$	99.00
11/06/2020	21978	Miry's Cleaning Services	Office Expense	\$	260.00
11/06/2020	21979	Pacific Gas & Electric	Utilities	\$	4,848.95
11/06/2020	21980	Paramex	Professional Services	\$	200.00
11/06/2020	21981	Quadient Leasing USA, Inc	Office Expense	\$	344.31
11/06/2020	21982	Tesco Controls	Repairs & Maintenance	\$	2,750.00
11/06/2020	21983	Thomas & Associates	Repairs & Maintenance	\$	4,032.12
11/06/2020	21984	Vista Net, Inc.	Office Expense	\$	185.00
11/13/2020	21985	KAHALEKULU, DARIN K	PPE 11.15.2020	\$ 2,682.33	\$ 1,779.40
11/13/2020	21986	An Honest Smog	Repairs & Maintenance	\$	36.75
11/13/2020	21987	Better Deal Exchange	Repairs & Maintenance	\$	15.14
11/13/2020	21988	Dan's Electrical Supply	Repairs & Maintenance	\$	66.58
11/13/2020	21989	Englund Chiropractic	Professional Services	\$	190.00
11/13/2020	21990	Recology Butte Colusa Counties	Utilities	\$	85.16
11/13/2020	21991	Riebes Auto Parts	Repairs & Maintenance	\$	158.96
11/13/2020	21992	South Feather Water	Utilities	\$	33.11
11/13/2020	21993	U S Postal Service Meter	Office Expense	\$	200.00
11/13/2020	21994	Umpqua Bank	Office Expense, R & M	\$	1,279.20
11/13/2020	21995	AINSLIE, SHAWN J	PPE 11.15.2020	\$ 1,499.20	\$ 1,063.27
11/13/2020	21996	BRODERSON, ROBERT L	PPE 11.15.2020	\$ 2,053.68	\$ 1,391.39
11/13/2020	21997	CHRISTENSEN, TYLER W	PPE 11.15.2020	\$ 3,502.12	\$ 2,490.08
11/13/2020	21998	HAMBLIN, KELLY J	PPE 11.15.2020	\$ 2,045.33	\$ 1,378.14
11/13/2020	21999	TOMLINSON, LEVI M	PPE 11.15.2020	\$ 2,332.36	\$ 1,672.22
11/20/2020	22000	ANSWERLINE COMMUNICATIO	Office Expense	\$	230.50
11/20/2020	22001	Better Deal Exchange	Repairs & Maintenance	\$	56.24
11/20/2020	22002	Butte County Special District	2020 Dues	\$	25.00
11/20/2020	22003	COMP, INC	Professional Services	\$	373.15
11/20/2020	22004	Humana	Insurance	\$	986.54
11/20/2020	22005	Minasian Law Firm	Professional Services	\$	1,824.00
11/20/2020	22006	Oroville Ford Lincoln Mercury	Repairs & Maintenance	\$	169.19
11/20/2020	22007	Paramex	Professional Services	\$	314.00
11/20/2020	22008	Paygov.us	LOAPUD	\$	1,975.01
11/20/2020	22009	Quadient Leasing USA, Inc	Office Expense	\$	241.01
11/20/2020	22010	R&B Company	Repairs & Maintenance	\$	481.43
11/20/2020	22011	Riebes Auto Parts	Repairs & Maintenance	\$	275.16
11/20/2020	22012	Sauers Engineering Inc	Professional Services	\$	27,634.25
11/20/2020	22013	South Feather Water	Utilities	\$	70.98

\$ 59,812.69

Lake Oroville Area Public Utility District
Warrant List
November 1-30, 2020

Date	Num	Name	Memo	Gross	Amount
11/20/2020	22014	Streamline	Office Expense		\$ 200.00
11/25/2020	22015	Better Deal Exchange	Repairs & Maintenance		\$ 45.01
11/25/2020	22016	Blue Shield of CA	Insurance		\$ 12,442.98
11/25/2020	22017	CA Water Service	Utilities		\$ 77.44
11/25/2020	22018	Northern CA Gloves	Safety Supplies		\$ 447.43
11/25/2020	22019	Paramex	Professional Services		\$ 125.00
11/25/2020	22020	South Feather Water	Utilities		\$ 24.42
11/25/2020	22021	Thomas & Associates	Repairshomas & Maintenance		\$ 277.86
11/25/2020	22022	Xerox Corporation	Office Expense		\$ 176.06
11/30/2020	22023	AINSLIE, SHAWN J	PPE 11.30.2020	\$ 1,616.33	\$ 1,142.32
11/30/2020	22024	BRODERSON, ROBERT L	PPE 11.30.2020	\$ 2,702.92	\$ 1,783.82
11/30/2020	22025	CHRISTENSEN, TYLER W	PPE 11.30.2020	\$ 3,331.21	\$ 2,355.86
11/30/2020	22026	HAMBLIN, KELLY J	PPE 11.30.2020	\$ 2,045.33	\$ 1,378.14
11/30/2020	22027	KAHALEKULU, DARIN K	PPE 11.30.2020	\$ 2,682.33	\$ 1,779.40
11/30/2020	22028	TOMLINSON, LEVI M	PPE 11.30.2020	\$ 2,307.04	\$ 1,642.72
11/30/2020	22029	FAIRBANKS (DIRECTOR), DEE	PPE 11.30.2020	\$ 400.00	\$ 365.40
11/30/2020	22030	SHARMAN (DIRECTOR), WILLI	PPE 11.30.2020	\$ 400.00	\$ 365.40
11/30/2020	22031	VOID			\$ -
11/30/2020	22033	AFLAC	Insurance		\$ 193.58
11/13/2020	DD1088	MCCUTCHEON, SCOTT A	PPE 11.15.2020	\$ 4,093.38	\$ 2,432.32
11/13/2020	DD1089	RACKLEY, ANNELYN A	PPE 11.15.2020	\$ 543.78	\$ 466.79
11/13/2020	DD1090	SANDERS, DAN W	PPE 11.15.2020	\$ 3,735.32	\$ 2,125.08
11/30/2020	DD1091	MCCUTCHEON, SCOTT A	PPE 11.30.2020	\$ 4,093.68	\$ 2,432.31
11/30/2020	DD1092	RACKLEY, ANNELYN A	PPE 11.30.2020	\$ 565.25	\$ 486.00
11/30/2020	DD1093	SANDERS, DAN W	PPE 11.30.2020	\$ 3,735.32	\$ 2,125.10
11/30/2020	DD1094	HOSLEY (DIRECTOR), DON C	PPE 11.30.2020	\$ 400.00	\$ 357.40
11/30/2020	DD1095	KUEHNER (DIRECTOR), LARR	PPE 11.30.2020	\$ 400.00	\$ 365.40
11/30/2020	DD1096	MASTELOTTO (DIRECTOR), AN	PPE 11.30.2020	\$ 400.00	\$ 365.40
11/13/2020	1001707826	CA Public Employers' Retirement System			\$ 11,207.01
11/13/2020	1001707830	CA Public Employers' Retirement System			\$ 75.04
11/13/2020	1001707828	CalPERS 457 Remittance			\$ 1,885.67
11/13/2020	1001707827	CA Public Employers' Retirement System			\$ 1,974.22
11/13/2020	1001707829	CA Public Employers' Retirement System			\$ 1,673.32
11/13/2020	1644559136	EDD			\$ 925.02
11/13/2020	105887549	United States Treasury			\$ 5,193.96
11/30/2020	1001716547	CA Public Employers' Retirement System			\$ 2,017.06
11/30/2020	1001716459	CA Public Employers' Retirement System			\$ 1,747.04
11/30/2020	1001716548	CalPERS 457 Remittance			\$ 1,896.34
11/30/2020	1210521376	EDD			\$ 1,010.28
11/30/2020	80814102	United States Treasury			\$ 5,722.44
					\$ 71,306.04

Lake Oroville Area Public Utility District

Warrant List

November 1-30, 2020

Date	Num	Name	Memo	Gross	Amount
Subtotal from page 1					\$ 59,812.69
Subtotal from page 2					\$ 71,306.04
Total					\$ 131,118.73

GENERAL CHECKING ACCOUNT FIVE STAR BANK

\$ 131,118.73

THE ABOVE CLAIMS AND WARRANTS WERE APPROVED AT A REGULAR MEETING OF
THE LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT HELD ON:

Tuesday, December 8, 2020

President: _____

Director: _____

Director: _____

Director: _____

Director: _____



Manager's Report

To: Board of Directors

From: Scott McCutcheon, General Manager

Date: December 8, 2020

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



Manager's Report

To: Board of Directors
From: Scott McCutcheon, General Manager
Date: December 8, 2020

RE: Item No. 6 – Annual Board Reorganization

The Board of Directors shall hold the annual reorganizational meeting at the regular December meeting. At this meeting the Board will elect among its members a **President** and **Vice-President** to serve during the upcoming 2021 calendar year.

Recommended Action:

- The President will **open the meeting to nominations** for Board officers.
- **Accept nominations** from the Board.
- Make **motion to close nominations**.
- **Second to close nominations**.
- **Vote** on the candidate(s).
- Repeat as necessary.



Manager's Report

To: Board of Directors

From: Scott McCutcheon, General Manager

Date: December 8, 2020

RE: Item No. 7 – 2021 Regular Board Meeting Schedule

Included in your packet is a proposed regular board meeting schedule for 2021. It does not deviate from the normal meeting dates of the second Tuesday of each month at 2 pm. With Board approval, the meeting schedule can be set for the upcoming year.

Attachment Included

Recommended Action: Approve the 2021 Regular Board Meeting Schedule.

2021

LOAPUD Board Meeting Schedule

January

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

July

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

September

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

October

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

December

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	



Manager's Report

To: Board of Directors
From: Scott McCutcheon, General Manager
Date: December 8, 2020
RE: Item No. 8 – Appointment of Personnel Committee

This committee will meet to review current employee policies, wages, and benefits with the goal of updating current policy, updating the wage scale, and producing a comprehensive employee handbook. The committee will also review wages, benefits, and budget requests made by staff for the upcoming fiscal year budget. The Personnel Committee will have a broader scope of tasks than the Budget Personnel Advisory Committee normally appointed by the Board President, and will encompass those tasks normally performed by that committee. It will be a standing committee subject to the requirements of the Brown Act. The following is a list of proposed tasks:

- Review other district's employee handbooks
- Identify, Review, and Recommend for update LOAPUD policy relating to personnel (Series 2000)
- Incorporate updated policy into draft employee handbook and present to Board for adoption
- Review wage scale and recommend changes
- Finalize employee compensation schedule and benefits for 2020-2021 Budget

Recommended Action: President Kuehner is requested to appoint two Board members to the Personnel Committee for the 2021 Calendar Year.



Manager's Report

To: Board of Directors

From: Scott McCutcheon, General Manager

Date: December 8, 2020

RE: Item No. 9 – Appointment of a Lateral Policy and Regulations Advisory Committee

This committee will meet to review current District Policy and Regulations, as well as internal and external data, to provide recommendations for updates with the goal of creating a comprehensive lateral inspection and replacement program that is scalable, workable, and promotes community and customer satisfaction to guarantee its success. The following is a list of proposed tasks for the committee:

- Review other district's lateral regulations and implementation
- Review LOAPUD history with development of current lateral regulations
- Seek out stakeholders for feedback and input into update of regulations
- Identify, Review, and Recommend updates to existing LOAPUD policy relating to lateral regulations

Recommended Action: President Kuehner is requested to appoint two Board members to the Lateral Policy and Regulations Advisory Committee.



Manager's Report

To: Board of Directors
From: Scott McCutcheon, General Manager
Date: December 8, 2020
RE: Item No. 10 - Approval to Purchase New Server

On November 19th, 2020, the District's server suffered a catastrophic failure. Due to the critical nature of this piece of equipment, Manager McCutcheon conferred with President Kuehner to communicate the desire to replace, rather than repair the server. The 2020-2021 budget was adopted with a \$12,000.00 contingency for server or telephone system replacement. The quote for replacing the server is attached, and is for \$11,586.10. Additional equipment for the installation of the server has been purchased separately from the quote, for an amount of \$636.73. There may be additional expenditures required to complete the install of the server, although these are not anticipated to be more than \$500. There are items within the budget that can be delayed for purchase, and the monies reallocated to offset the additional expense if necessary.

Attachment Included

Recommended Action: Ratify the purchase of the new server and related equipment for the amount of \$12,222.83, and approve additional expenditures for installation if necessary.



QUOTE

QUOTE #	AAAQ4043
DATE	11/25/2020

Vista Net, Inc.
669 Palmetto Ave., Suite E, Chico, CA 95926

TO
Lake Oroville Area PUD
1960 Elgin Street
Oroville, CA 95966

IT CONSULTANT	PROJECT	PAYMENT TERMS	ESTIMATED DUE DATE
Dave Marlatt	VMware Host Rack Mount	Net 30	TBD

QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	VMware Host - Rack Mount	\$6,443.84	\$6,443.84
	HP Proliant -1U Rack Mount Server		
	Intel Xeon - Additional Processor		
	HP 16GB x 8 for Server (128GB)		
	HP 1.2TB Hard Drive - SAS - RAID 5 - 3.2 Usable Disk Space		
	HP DVD-RW		
	HP Optical Drive Kit for DVD		
	HP 500W Power Supply - Dual Power Supplies		
	HP Standard Power Cord 10A C13-UL		
3	Server Assembly & Prep Flat Rate labor for service or project work.	\$110.00	\$330.00
1	HP Care Pack Hardware Support - 3 Year - NBD	\$608.00	\$608.00
1	HP Server ILO Advanced - Remote Server Management	\$469.00	\$469.00
	*Customer Providing Vmware Licenses		
1	Install & Configure Vmware Host Flat Rate labor for service or project work.	\$2,640.00	\$2,640.00

4	Network support as needed Billed Hourly Rate for service or project labor	\$110.00	\$440.00
1	Flat Rate labor for service or project work.	\$110.00	\$110.00
		SUBTOTAL	\$11,040.84
		SALES TAX	\$545.26
		TOTAL	\$11,586.10

12/02/2020

OK SAM

To accept this quotation, sign here and return: _____

Purchase Order Number _____

Please return quote to dmarlatt@vistanetinc.com or fax 530.891.8589. If you have any questions please call 530.891.8555

Orders over \$2500.00 require a 60% deposit
 Prices do not include shipping costs, recycling fees, or travel time.
 Prices valid for 30 days. Labor Rates based on normal business hours Monday - Friday 8:00am to 5:00pm

Thank You For Your Business!



Manager's Report

To: Board of Directors
From: Scott McCutcheon, General Manager
Date: December 8, 2020

RE: Item No. 11 – COVID19-Update

Manager McCutcheon will update the board on the District's continuing response to the COVID19 pandemic.

Recommended Action: None



Manager's Report

To: Board of Directors
From: Scott McCutcheon, General Manager
Date: December 8, 2020

RE: Item No. 12 – SC-OR Commissioner's Report

Included in your packet, if available, are the Minutes of the November 9, 2020 Special Meeting, and the Minutes of the November 18, 2020 Regular Meeting of the Sewerage Commission – Oroville Region. Directors Fairbanks and Kuehner will present the SC-OR report if any information is available for reporting.

Attachment Included

Recommended Action: None

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

(Held at the Commission office on November 9, 2020 at 10:00 a.m.)

1. Call to Order ❖

Chairman Hatley called the meeting to order at 10:00 a.m.

2. Roll Call ❖

Commissioners present were Commissioners Fairbanks and Kuehner from the Lake Oroville Area Public Utility District, Pittman and Reynolds from the City of Oroville, Hatley and Latulippe from the Thermalito Water and Sewer District. Staff present was out-of-class manager Glen Sturdevant, ECM Mikah Salsi, and SC-OR Attorney Desiree Vance.

3. Salute to the Flag ❖

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

4. Acknowledgment of Visitors ❖

None

5. Creation of Wage Scales for the Manager/Superintendent and the Assistant to the Manager Positions❖

Commissioner Reynolds asked that the meeting move to closed session prior to action on this item. Chairman Hatley adjourn to closed session at this time.

Having discussed the wage scales for the two positions in closed session, Commissioner Reynolds made a motion to adopt pay scale A for Assistant Facility Manager, and pay scale A for the General Facilities Manager. The motion was seconded by Commissioner Kuehner, and passed by the following vote: Reynolds – Yes, Latulippe – Yes, Kuehner – Yes.

6. Visitor Comments ❖

None

7. Commissioner and Staff Comments ❖

Commissioner Reynolds stated that he would like to see an item placed on the agenda for the cleanup of the old caustic building that needs demolition. Chairman Hatley commented this incident happened 7 years ago. Manager Sturdevant stated that the demolition is scheduled to be done during the plant upgrade. Chairman Hatley asked if there is a line item in the upgrade contract that speaks to the cost of that demolition. Commissioner Reynolds asked what happened with the trucking company's insurance regarding this matter, and Chairman Hatley asked what happened to the money received from our insurance company. Manager Sturdevant said that he would get the answers to these questions and report back.

Commissioner Reynolds thanked Manager Sturdevant for his openness during a plant tour that he gave to Commissioner Reynolds and others.

The Chairman and Commissioners congratulated the new manager.

Attorney Vance asked that the new manager's contract also be placed on the next agenda. Chairman Hatley approved.

8. Closed Session ❖

The Board adjourned to closed session at 10:05 a.m., and reconvened to open session at 10:44 a.m. Chairman Hatley reported that during closed session the board entered into contract negotiations with the Out-of-Class Manager for a permanent position, which is pending ratification of his contract.

9. Adjournment ❖

There being no further business, the meeting was adjourned at 10:50 a.m. to the regularly scheduled meeting on November 18, 2020 at 5:00 p.m.

Respectfully submitted,



GLEN E. STURDEVANT, CLERK

**MINUTES OF THE REGULAR MEETING
OF THE SEWERAGE COMMISSION - OROVILLE REGION**
(Held at the Commission office on November 18, 2020 at 5:00 p.m.)

1. Call to Order ❖

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

2. Roll Call ❖

Commissioners present were Commissioner Kuehner from the Lake Oroville Area Public Utility District, Pittman and Reynolds from the City of Oroville, Hatley and Latulippe from the Thermalito Water and Sewer District. Staff present was Manager Sturdevant, Attorney Vance, Environmental Compliance Manager Salsi and Temporary Assistant to the Manager Ray Sousa. Commissioner Fairbanks was absent.

3. Salute to the Flag ❖

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

4. Acknowledgment of Visitors ❖

None

Chairman Hatley opted to move to item 11, Closed Session at this time. See action under Item 11.

5. Board Meeting Minutes of the Regular Meeting held on October 28, 2020 and the Special Meeting of November 9, 2020 ❖

Upon motion by Commissioner Kuehner to approve the minutes of the meetings, and second by Commissioner Latulippe, the minutes of the October 28, 2020 regular meeting and the November 9, 2020 special meeting were unanimously approved.

6. Authorization of Warrants ❖

Chairman Hatley met with Manager Sturdevant and checked the warrants earlier, and having found everything to be in order made a motion to approve warrants 26439-26485 in the total amount of \$468,613.57 from October 29 to November 18, 2020, including Commissioner fees and electronic fund transfers. The motion was seconded by Commissioner Kuehner, and the warrants were unanimously approved and ordered paid.

7. Fiscal Reports ❖

Chairman Hatley stated that the fiscal reports for October 2020 were in the packet for review. There were no questions regarding them.

8. Fiscal Year 2019/2020 Audit

Out-of-Class Fiscal Officer Glen Sturdevant said that there were no issues with the audit, and there were no questions or comments regarding it.

A motion was made by Commissioner Kuehner and seconded by Commissioner Fairbanks to adopt the 2019/2020 audit as presented. The motion was seconded by Commissioner Kuehner, and passed by the following vote: Reynolds – Yes, Latulippe – Yes, Kuehner – Yes.

9. Review of I&I Peak Charge Resolution 11-20, A Resolution Establishing the Formulas for Determining Infiltration/Inflow Surcharges, and Corresponding Policy 7305 ❖

O-O-C Manager Sturdevant stated that all that changed on this resolution is the EDU count, which affects the formulas on Exhibit A, increasing the peak cost in dollars per MGD for the current fiscal year.

Commissioner Fairbanks stated that he does not have any issues currently with this resolution, but down the road it may be an issue because LOAPUD staff is still working on a modified schedule due to COVID-19. Their camera system is working well.

A motion was made by Commissioner Kuehner and seconded by Commissioner Reynolds to adopt Resolution 11-20, a Resolution Establishing the Formulas for Determining Infiltration/Inflow Surcharges, and the corresponding Policy 7305. The motion was seconded by Commissioner Kuehner, and passed by consensus.

10. General Consulting Services Contract Amendment with Provost & Pritchard Consulting Group for an amount not to Exceed \$25,000 ❖

Chairman Hatley stated this item had been tabled at the September meeting, and is being brought back for consideration. The TWSD board had a lengthy discussion regarding this, and they felt that the 150% increase was extreme just to help in the transition of a new manager. Unless there are serious compelling arguments as to why help is needed, the TWSD board would like to wait on the approval of this item. O-O-C Manager Sturdevant said that he agreed, and felt we could wait to see if more help is needed. Chairman Hatley said if something arises in the future, we can address this then. No action was taken.

11. Commissioner Update – Out-of-Class Managers’ Training Progress ❖

Ray Sousa, Assistant to the Manager, stated that he had submitted an itemized list of what he has reviewed with O-O-C Manager Sturdevant during their training sessions. He asked if there were any questions regarding what has been covered. He said that he appreciates that Glen has included Mikah in the training. He also said that Glen is extremely knowledgeable on the operations of the plant, and is very eager to learn. Ray’s recommendation is that the board offer Glen the Manager’s positions. He said Glen came with a grade IV certificate in hand, which is hard to acquire; it takes a lot of discipline and training to obtain a Grade IV license. He wasn’t required to have a Grade IV license but got it anyway. After doing a survey, he said other plants in our local area are trying to find operators, and there is a drought of licensed operators; some are offering signing bonuses. We have what we need right here in Glen, and with a little investment in him he will be a good manager.

Chairman Hatley said he would like to move forward with a contract with Glen. Commissioner Reynolds asked if there was a pay scale in place for the manager’s position. Attorney Vance said we had been waiting on the final compensation report prior to determining a pay scale for the manager. She needs direction as to where the Commission wants the scale to start. Chairman Hatley said we can start with what the past manager left at with an additional 7% as the top step. Commissioner Reynolds said that Bryce Consulting had recommended a pay scale based upon their comparisons. Attorney Vance will bring a draft pay scale to the special meeting.

It was the consensus of the Commissioners to hire Glen as the Manager. A special meeting will be scheduled to approve pay scales for the Manager’s and the Assistant to the Manager positions. Attorney Vance will bring the Compensation Study figures to the meeting and the Commissioners can nail down the numbers for a pay scale. Asst. to the Manager requested that once an offer has been made to Glen, and he accepts the position, can SC-OR begin to look for a replacement for the vacancy open for his current position, and to backfill an open operator’s position.

12. Plant Manager Recruitment Options❖

This item was covered above. Chairman Hatley said the City Ad Hoc Committee appointed for negotiations with the past manager is no longer needed and is now dissolved.

13. Attorney’s Report ❖

Attorney Vance said there were no issues nor lawsuits, and everything is running smoothly.

14. Manager's Report ❖

O-O-C Manager Sturdevant said we have completed the hauling of sludge, with a total of 458.7 tons taken to Neal Road Landfill.

ECM Salsi is currently working on a funding opportunity that we were made aware of just a few days ago by the California Special Districts Association. There is \$20,000,000 available, or \$300,000 per applicant for the PG&E PSPS shut-off's. Mikah is looking into whether we qualify for any of that money.

O-O-C Manager Sturdevant said that Ray has been very valuable with his knowledge in his training. He has gotten so much more out of it than he anticipated.

Our NPDES permit is up for renewal, and an application for renewal must be submitted by December 2nd. We will submit our application next week, so we will be a month ahead of the deadline. Commissioner Kuehner asked what the NPDES was. O-O-C Manager Sturdevant stated it is the blueprint for how our plant must operate, what type of testing we have to do, etc.

The City of Oroville passed a *Resolution Proclaiming the Existence a Local Emergency* with regards to a lack of housing. O-O-C Manager Sturdevant said that SC-OR is ready to do all that we need to do for our part.

O-O-C Manager Sturdevant reminded the Commissioners that the November board meeting has been moved to the 18th of November.

15. Visitor Comments ❖

None

16. Commissioner and Staff Comments ❖

The Commissioners thanked Ray, Glen and Mikah for all they are doing. Commissioner Reynolds said his advice to the O-O-C Manager would be to not be afraid to come to the board for decisions that affect the plant. Let the board help make those decisions.

17. Adjournment ❖

There being no further business, the meeting was adjourned at 6:13 p.m. to the regular meeting scheduled for November 18, 2020 at 5:00 p.m.

Respectfully submitted,



Glen E. Sturdevant, Out-of-Class Clerk



Manager's Report

To: Board of Directors

From: Scott McCutcheon, General Manager

Date: December 8, 2020

RE: Item No. 13 – BCSDA Representatives and LAFCo Report

13.1 BCSDA

The General Manager will report on BCSDA business if there is any to report.

13.2 LAFCo

The Butte LAFCO agenda for the December 3, 2020 regular meeting is attached for general information purposes. Included in the attachments 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. Director Sharman will report on 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: **Meeting to be held via remote participation.**

Date/Time: **Thursday, December 3, 2020 - 9:00 a.m.**

SPECIAL NOTICE

Pursuant to California Governor Gavin Newsom's Executive Order N-29-20 issued on March 17, 2020, relating to the convening of public meetings in response to the COVID-19 pandemic, the Butte LAFCo will be conducting the **December 3, 2020** LAFCo meeting by tele-conference . Each Commissioner and Staff are allowed to attend the meeting via teleconference and to participate in the meeting to the same extent as if they were present. The Commission meeting can be accessed by the public via telephone as follows:

1. Call **1-800-326-0013** and follow the instructions.
2. When prompted, enter the identification code followed by the # symbol: **8892595#**
3. You will be connected to the call.
4. The moderator (Executive Officer) will call the meeting to order and ask those on the phone to announce their participation. Phone participants will be asked for comment on each agenda item after the LAFCo Staff and Commission comments. **In order to efficiently run the meeting, phone participants are asked to mute their phones until public comments are requested and only comment when prompted by the moderator.**

Comments from the public on the agenda items will also be accepted via email (slucas@buttecounty.net), via phone (530-538-7784) or mail at the above address. All comments received will be conveyed to the Commission for consideration during the meeting. All meetings conducted under these circumstances will be audio recorded and placed on the LAFCo website (www.buttelafco.org) for public access and accountability.

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**
 - 1.2 **Welcome new Special District Regular Member (Enterprise) – Bill Sharman, LOAPUD**
2. **CONSENT AGENDA**
 - 2.1 **Approval of the Minutes of November 5, 2020.**
3. **NOTICED PUBLIC HEARINGS - None**
4. **REGULAR AGENDA**
 - 4.1 **Items Removed from the Consent Agenda (If any)**

4.2 20-07 - Rock Creek Reclamation District – Extension of Services Request – Rock Creek/Keefer Slough Drainage Work

The Rock Creek Reclamation District is requesting the Commission authorize the District to provide flood control services outside of its jurisdictional boundaries, specifically in-stream maintenance in Keefer Slough and Rock Creek. **ACTION REQUESTED:** Consider request, accept public comments and approve the service extension request adopting Resolution No. 11 2019/20.

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, January 7, 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: November 20, 2020 for the meeting of December 3, 2020

ADMINISTRATION:

1. Special District Regular “Enterprise” Member seat:
 Commissioner Jack Kiely (LOAPUD) resigned midterm in May 2020 vacating this seat with the remaining term to expire May 31, 2023. Only one nomination was received from the Lake Oroville Area Public Utility District for Bill Sharman therefore, Mr. Sharman has been appointed without an election.

PROJECT/GENERAL NOTES:

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

- ***El Medio Fire Protection District*** – Staff met with the City of Oroville on August 17, 2020, to discuss concerns about the functionality of the El Medio Fire Protection District (EMFPD), similar concerns were raised by the Butte County Administrative Office. The primary issue is a lack of adequate funding. The City of Oroville notified the EMFPD of its concerns in its letter of August 19, 2020. The City provided a similar letter dated August 27, 2020, to the Commission requesting LAFCo to review the concerns. 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 both agencies.
****NEW**** The EMFPD tax measure failed to achieve a 2/3 vote on November 3, 2020. Unbeknownst to LAFCo or the City of Oroville, the EMFPD Board met on November 11, 2020 and decided to “shut the doors” and lay-off its employees, under the belief they could self-dissolve. The Board plans to meet again on November 19 to issue lay-off notices that will take effect on Dec 25. These actions create a very short timeline to find a solution. 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. As of today, the EMFPD Board has provided a written request (**Attachment 1**) to Oroville to execute a contract for services (attached) and both the local fire unions have provided written support for a contractual agreement. (**Attachment 2**). Staff will continue to assist all agencies in achieving a solution and return to the Commission with new information or necessary actions.
- ****NEW** *Town of Paradise/City of Chico Sewer Line*** – The Town of Paradise is exploring various options to provide wastewater treatment services to its existing commercial core along the Skyway. The options are outlined in the Town Council November 10, 2020, Agenda Summary (**Attachment 3**). Of importance to the Commission is Alternative #3, Convey the Town’s wastewater directly to the City of Chico’s existing Water Pollution Control Plant. This

alternative would represent an extension of services by the City of Chico outside of its jurisdictional and sphere of influence boundaries and would be subject to Government Code Section 56133 as described in the November 18, 2020, letter (**Attachment 4**) from LAFCo to the City of Chico and the Town of Paradise. 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.

- ****NEW** County of Butte, North Chico Village Vision Plan** – The County in cooperation with the City of Chico, is developing an update to the 1995 North Chico Specific Plan (NCSP), more specifically, what was referred to as the Village Core (**Attachment 5**). The North Chico Village site is located north of the City of Chico, west of the Chico Municipal Airport, and east of State Route 99. 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, with the exception of approximately 90 acres located in the southern half of the site. 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 coordination with the City of Chico, area property owners, and a "re-visioning" of the North Chico Village with an emphasis on increased residential development and density. The intent of this planning effort is to meet current and future needs in the areas of housing, sustainability, quality of life, and economic development. 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
- **Paradise Irrigation District/Camp Fire Recovery Update** - The State Water Resources Control Board (SWRCB) in cooperation with Sacramento State University, Department of Water Programs (CSUS), continues to proceed with the Options Study for the Paradise Irrigation District. The group of stakeholders, including LAFCo, has met three times (April 21, May 6, August 13) on conference calls to discuss the process and the path forward to recovery. These 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. The Study team also individually interviewed the Executive Officer on August 20, 2020, to solicit LAFCo comments and concerns at an early stage. Staff will keep the Commission apprised of this process. Staff participated in a stakeholder phone conference on September 10, 2020, which was primarily to update the stakeholders on the Scope of Work/RFP process and share the approved Technical Assistance Work Plan which was submitted to the State on June 16, 2020. The RFP is expected to be circulated by December, a consultant hired in March 2021, and a draft final options study projected to be completed by July 2021.
- **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.

- ***Bear/North Complex/West Zone Fire*** - It is sad that I must now write about even more fire destruction and impacts to our local agencies. The Bear/North Complex- West Zone fire has decimated approximately 80,000 acres of Butte County including the communities of Berry Creek and Lake Madrone. Both the Lake Madrone Water District and the Berry Creek Community Services District experienced significant damages to their water distribution systems. The LMWD has a mutual aid agreement with the South Feather Water and Power Agency for assistance and may seek other help as well. There is a potential that these two agencies, only a short distance (approx. 1 mile) apart, may need to consider some form of reorganization in order to effectively rebuild their systems. LAFCo staff has connected both the Districts with the Butte County Office of Emergency Management for submitting damage assessments for future funding. Staff will continue to monitor the Districts and offer any assistance possible.
- ***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. This Notice of Intent to Circulate a Petition allows proponents to begin circulating the petition for landowner signatures in accordance with the legal requirements. There is no action for any agency to take at this time. At such time the proponents complete gathering signatures, they will submit the petitions to the Executive Officer for review.
- ***Miocene Canal*** - The destruction of the upper Miocene Canal by the Camp Fire has dewatered the middle and lower Miocene. This caused great disruption to landowners dependent on the water supply for their farms and 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. Among the long term options for restoring water flow is to install a pump on a floating barge in Lake Oroville and pipe approximately 20 acre/feet a day via pipeline to the canal. The installation of the infrastructure is estimated to be \$1.5 million with annual operating expenses estimated to be \$700,000 a year. Shorter term options involve a connection with the Del Oro Water Company who can provide limited surplus water. The Lake Oroville option would need to have an entity to takeover ongoing maintenance. One possible scenario is to form a special district to finance and manage any future facilities. Staff continues to participate in discussions. Staff met with Ed Cox who represents the Miocene Canal Coalition (MCC) on August 14, 2020, and learned that the MCC has gained a non-profit status, and desires to form a county service area (CSA) that could become the financing vehicle for future maintenance and operations. Staff will assist the MCC in anyway necessary to move towards the universal goal of re-establishing water flow in the Miocene Canal.
- ***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.
- ***Oroville Region Service Providers MSR*** - The State Department of Housing and Community Development (HCD) has awarded a \$100,000 SB2 Planning Grant to Butte County for the

development a Municipal Service Review update for backbone service providers in the Oroville region, including the SFWPA, LOAPUD, TWSD and SCOR. This will be a cooperative partnership with the County Department of Development Services to conduct the MSR in support of future housing options that can be provided once core services can be assured. Staff has prepared a draft Request for Proposals seeking a consultant to prepare the studies and is awaiting the County to determine how to disburse the funds before releasing the RFP.

- **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: None

LEGISLATION: The Legislative Committee held its kick-off meeting for the 2021 legislative year by discussing past proposals and what is new for this year. Of prominent importance is a review of the codes guiding the protest proceedings and elections, with an eye towards simplification and removing redundancies.

APPLICATION ACTIVITY:

APPLICATION ACTIVITY								
Project Status As of Nov. 19, 2020								
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
19-10	Durham I.D.	Holland Ave Annexation No. 1	04/03/19	11/12/19	12/05/19	01/22/20	01/22/20	SBOE to refund dues
19-12	County	CSA 158 - Mandville Park Subd. Annex	05/02/19	05/29/19	10/03/19			Approved w/ conditions - 218 Hearing
20-04	Chico	Ext of Services - 216 Centennial Ave	11/8/2019	11/08/19	12/05/19	N/A	N/A	Waiting for fees to be paid
20-05		Tuscan Water District Formation						New Notice of Intent received
20-06	OMAD	Dissolution / Annexation to BCMVCD	01/21/20	02/06/20	08/06/20			Approved w/ condition (CalPERS)- Will not record until the CalPERS payment is completed.
20-07	RCRD	Extension of Services - Rock Creek and Keefer Slough	03/06/20	N/A	6/4/20, 12/3/20	N/A	N/A	Initially withdrawn, request to proceed.
20-08	Oroville	MSR Update	05/20/20	N/A				In progress
20-09	LAFCO	Oroville Region Sewer & Water MSR	N/A	N/A				In progress
20-10	LOAPUD	Ophir Road Annexation No. 2	06/22/20	06/27/20	09/03/20			Waiting for new map to record
21-01	Oroville	Lincoln Boulevard Annexation No. 1	07/02/20	07/29/20	10/01/20			Waiting for map/legal to record
21-02	LAFCO	DMAD SOI Amendment	N/A	N/A	11/05/20	N/A	N/A	Approved
21-03	Chico	Ext of Services - 2418 Guynn Ave	N/A	N/A		N/A	N/A	Withdrawn

- Attachments:
1. EMFPD Request to City of Oroville for Contract – November 13, 2020
 2. Local Union Support Emails – November 12, 2020
 3. Town Council November 10, 2020, Agenda Item 6.a.
 4. LAFCO Letter to Town of Paradise/City of Chico – November 18, 2020
 5. Butte County North Chico Village Vision Plan Poster



EL MEDIO FIRE DEPARTMENT
3515 MYERS ST.
OROVILLE CA. 95966

PHONE - (530)533-4484 FAX - (530)533-9606

Dan Tiedemann
Board Chairman
(530)518-9409

11/13/2020

Chief Deal,

The El Medio Fire Protection District Board of Directors have tentatively made the difficult decision to lay off its fire personnel because of the districts budget. The layoff notices will be delivered to our employees at a board meeting November 19th with the layoffs taking effect on December 25. The board realizes that these layoffs and the loss of service will have a huge impact affecting the safety of our communities and neighboring agencies personnel.

The district board of directors believe a contract for services with the City of Oroville will maintain continuity of high level service the community expects. The board understands this request is not an ideal fix to the districts problems and places a heavy work load on the city's fire department. However this contract will ensure our citizens are protected to the standards they demand and hopefully avoid a disruption in service. The district would like to request the city draft a contract for services based on the districts lack of administrative staff.

The current safety personnel will be bearing the brunt of the districts problems. The board of directors would like the city's consideration utilizing the districts employees or provide a preference in future hiring with the city fire department as their knowledge and experience in the district and city would be valuable.

It is the board of directors hope that we can begin this process as soon as possible.

Thank you for your assistance in this matter.

A handwritten signature in dark ink, appearing to be "Dan Tiedemann", written over a horizontal line.

Dan Tiedemann
Board Chairman
El Medio Fire Protection District

From: Joe Deal
To: Lucas, Steve
Cc: Chris Tenns
Subject: Fwd: L4424 support for full service contract with city?
Date: Thursday, November 12, 2020 1:39:16 PM

Steve,

See below email chain wherein both Unions outline support of a contract. I know we've got a lot that will come into play, but after talking this morning I wanted to make sure that this portion was covered and that neither Union was not in support.

Thanks again for your time this morning and I'm sure we'll be in touch. Please don't hesitate in reaching out if anything comes up that I may be of assistance on.

Thanks,
Joe Deal

From: Oroville Firefighters <orvillefirefighters@gmail.com>

Date: November 12, 2020 at 11:29:09 PST

Subject: Re: L4424 support for full service contract with city?

Oroville Firefighters Local 2404 stands with the El Medio Firefighters Local 4424 in support of this contract.

Chiefs, if you need anything further from us, as new details or specifics come into play that we should be involved in let us know how we can help.

Donald S. Robinson

President - L2404

530.370.5487

orvillefirefighters@gmail.com

On Nov 12, 2020, at 11:24, Cory Diaz <cdiaz@elmediofire.com>

wrote:

Robinson,

Yes, L4424 would fully support this contract with the city of Oroville. If you need anything else you can contact me any time.

Thank you,

Cory Diaz

Fire Captain

El Medio Fire Department

3515 Myers Street

Oroville, CA 95966

Ph: (530) 533-4484

Fax: (530) 533-9606

Cell: (805) 757-2567

cdiaz@elmediofire.com

www.elmediofire.com

President - L2404

530.370.5487



Town of Paradise
Council Agenda Summary

Agenda Item: 6(a)

Date: November 10, 2020

ORIGINATED BY: Marc Mattox, Public Works Director
REVIEWED BY: Kevin Phillips, Town Manager
SUBJECT: Paradise Sewer Project Alternatives Review
LONG TERM RECOVERY PLAN: Yes, Tier 1, Sewer System

COUNCIL ACTION REQUESTED:

1. Hear informational update on findings for the alternatives analysis of the Paradise Sewer Project by HDR Engineering. (No Action requested at this time)

Background:

Since its incorporation in 1979, the Town of Paradise has sought a formal wastewater treatment solution for various zones and boundaries, all of which primarily focused on commercial and densely populated residential areas – the portions of Paradise most vulnerable to groundwater degradation and economic stagnation due to sewer limitations.

Professional studies from industry experts in every decade since 1980 have been completed and all essentially come to the same conclusion: The Town is running out of time. It is inevitable that the continual degradation of groundwater quality and exceedance of soil capacities to absorb and treat high volumes of wastewater will require action on behalf of the Town and its constituents.

On April 12, 2016, Town Council awarded a contract to Bennett Engineering to analyze the Town's wastewater challenge and to draft an Alternatives Analysis and Feasibility Report. The report analyzed several options, including a no project option and recommend the most feasible solution and next steps.

On July 11, 2017, the Sewer Feasibility Study was formally accepted by the Town Council. Subsequently, staff was directed to continue to seek funding for the preliminary engineering and environmental review of both the Regional City of Chico option and a Local Treatment Plant option.

In the post-Camp Fire reality, on September 10, 2019, the Town Council concurred with the staff's recommendation to proceed with releasing a Request for Proposal for preliminary engineering and environmental services of the Paradise Sewer Project.

Through the efforts of staff and members of Town leadership, grant funding has awarded to the Town for the sewer project. The funds include \$800,000 from the State of

California, and \$172,000 from the US Department of Agriculture (USDA). The purpose of the grant funding is to assist the Town in achieving environmental clearance for the project.

On January 14, 2020, Paradise Town Council awarded a contract to HDR Engineering for the Environmental Review phase of the project, segmented into two distinct phases: Pre-EIR/Feasibility Review and a complete Environmental Impact Report. This contract was partially funded through the grants identified above and was understood staff would seek and secure additional grant funding to complete the contract work.

On May 12, 2020, Paradise Town Council adopted a resolution authorizing staff to submit a supplemental grant application for approximately \$2,000,000 to fully complete the second phase of HDR's scope of work.

Analysis:

The first phase of HDR's Scope of Work is summarized below:

- Perform a complete analysis in comparing the Local and Regional alternatives to advance forward in the environmental impact report
 - o Collection system review (same between both alternatives)
 - o Local wastewater treatment plant site alternatives review
 - o Regional conveyance alternatives review
 - o Environmental Constraints Analysis for both Local and Regional Options
 - o Cost Analysis for both Local and Regional Options

Three distinct alternatives are being presented for review and consideration:

- (1) Site a wastewater treatment plant along the Clark Road or Neal Road corridors with effluent land application and storage occurring near the valley floor at State Route 99 vicinity.
- (2) Site a wastewater treatment plant at the Kunkle Reservoir with effluent discharge to the Miocene Canal.
- (3) Convey the Town's wastewater directly to the City of Chico's existing Water Pollution Control Plant.

These three alternatives will be analyzed and presented based upon the following criteria:

Economic (20 points)

- o Net present value: The present value (in \$ million) of the capital, O&M, and salvage costs associated with implementing each alternative.
- o Capital: The capital costs (in \$ million) associated with implementing each alternative. Does not include collection system cost.

Social (20 points)

- o Construction Impacts to the Community: Impacts to the community during construction (e.g., traffic, noise, dust)
- o Permanent Impacts to the Community: Permanent impacts to the community from installed facilities (e.g., visual, noise, odor). Change in public/recreational access.
- o Ongoing Monitoring or Mitigation Required: Likely on-going monitoring and/or mitigation requirements to offset impacts to the community

Environmental (20 points)

- Construction or Operational Impacts to Sensitive Resources: Construction or operational impacts to specific sensitive environmental resources (e.g., vernal pools, cultural resources), or on overall water quality, air quality, or watershed protection.
- Environmental Permitting Requirements: Ranking based on simplicity of permitting (i.e., shorter time required to obtain the permit), potential to avoid resources (and thus avoid permitting), and the predictability of obtaining a permit (some agencies are more difficult and unpredictable when it comes to issuing a permit).
- Permanent Loss of Agricultural Land: Butte County has an overall goal of maintaining agricultural land, and some alternatives result in permanent loss of the ability to farm the land.

Implementation (20 points)

- Obtaining Non-Environmental Permits or Regulatory Approvals: Difficulty in obtaining non-environmental permits or agency approvals (e.g., an initial NPDES permit, railroad or CalTrans crossing permits, CalWater approval of Miocene Canal alternative)
- Obtaining Political Approvals: Difficulty in obtaining political approvals or negotiating contracts
- Cooperation of Local Landowners: Willingness of local agricultural landowners to use treated wastewater, or willingness of local landowners to sell their land (i.e., “willing sellers”)

Operational (20 points)

- Legal and Regulatory Requirements: Stringent legal and regulatory requirements (e.g., risk of future regulatory violations/fines). Potential for future increases in regulatory requirements (e.g., NPDES discharge permit limits).
- Technical Complexity: Complexity of operation and maintenance. Often relates to the technical complexity of a treatment facility.
- System Flexibility: Increases options for Operations to maintain system service, or for Maintenance to maintain assets. Improves system ability to adapt to changing demand and future expansion. Removes system bottlenecks.

At the November 10, 2020 Regular Paradise Town Council Meeting, HDR Engineering and Town Staff will provide a complete report of findings from their work during the past nine months with a recommendation to move either a Local Option or the Regional Option forward to the second phase of their work to prepare a complete Environmental Impact Report.

Following this meeting, HDR Engineering will release all technical memos associated with their work and findings.

Paradise Town Council will be tasked with a formal vote on December 8, 2020 to provide direction to staff on how to proceed in the second phase of work.

Financial Impact:

There are no new financial impacts with this Council action item. This is an informative presentation only with reports of findings from work completed under prior Council approvals and directives.



BUTTE LOCAL AGENCY FORMATION COMMISSION

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

November 18, 2020

Kevin Phillips, Town Manager
Town of Paradise
6332 Clark Road
Paradise, CA 95969

Sent Via Email: kphillips@townofparadise.com

Mark Orme, City Manager
City of Chico
P.O. Box 3420
Chico, CA 95927

Sent Via Email: mark.orme@chico.ca.gov

Re: Proposed Sewer Line from the Town of Paradise to the City of Chico Regional Sewer Plant.

Dear Kevin and Mark:

The Butte Local Agency Formation Commission (LAFCO) staff has reviewed the November 10, 2020, Paradise Town Council Agenda, specifically, Item 6(a), *Paradise Sewer Project Alternatives Review*. We are also aware that the Town Council will meet on December 8, 2020, to select a preferred alternative for a wastewater treatment system to serve parts of the Town. It has been reported that the Town Council may reconsider its prior position and elect to evaluate a sewer line to the City of Chico (City) Wastewater Treatment Plant and a contractual service agreement with the City to implement this service provision.

Government Code Section 56133(a)(b) mandates that a city or district may provide services by contract or agreement outside its jurisdictional boundaries "**only if first requests and receives written approval**" from LAFCO. It would appear that the Town may request the City to extend its sewage collection and/or treatment facilities to the Town that may come within the purview of Section 56133.

The LAFCO review of such a proposal will consider the following questions to determine the applicability of GC56133:

1. 56133(a) Does the City intend to offer, deliver or otherwise provide any of its services outside of its jurisdictional boundaries?

The answer is yes, the City will be functionally extending its wastewater facilities for uses generating wastewater outside of its jurisdictional boundaries.

2. Does the City intend to offer, deliver or otherwise provide any of its services outside of its Sphere of Influence?

The answer is yes, the City will be extending wastewater services outside its LAFCO approved Sphere of Influence boundary. No part of the intended service area (Town) is within the sphere of influence of the City of Chico.

3. Does Section 56133 allow LAFCo to Approve Such an Extension of Services Outside District Boundaries and the District Sphere of Influence?

The answer is maybe.

Service extensions outside of an agency's Sphere of Influence may only be approved by LAFCO if there is "an existing or impending threat to the health or safety of the public or the residents of the affected territory. (§56133(c))

The City/Town would need to provide documentation/justification of the existing or impending public health and safety threat the extension of services would address. This is a critical prerequisite to the project as it is the only legally permissible justification available to the LAFCO to approve a service extension request outside of an agency's sphere of influence.

4. Does the service(s) to be provided outside of PID's jurisdictional and sphere of influence boundaries qualify as exempt from the requirements of §56133.

There are limited exemptions in GC56133 for certain service extensions.

One such exemption, 56133(e)(1), exempts agreements between public agencies where the service is currently provided by both public agencies. The Town does not currently provide or operate wastewater treatment facilities/services.

There are no other exemptions that could apply to this proposal.

If no legally supportable exemption from the requirements of 56133 can be found, LAFCo would be willing to explore other alternatives such as creation of a separate subsidiary district to provide sewer service to both cities. Such a reorganization would make 56133 no longer applicable as the new district will have its own sphere.

5. Does the City wastewater treatment facilities have the capacity to serve the Town?

Even where LAFCo may consider approval under 56133, the City/Town will have to demonstrate how such an arrangement will NOT impact its current residents or its responsibility to serve the existing parcels within its jurisdictional boundaries/service area. It is fundamentally critical that the City ensure that its future service demands can be met..

Along with a determination of capacity, LAFCo will also have to review the fiscal viability of the proposed extension, particularly the projected cost to Paradise residents of such service.

6. Could the proposal result in represent growth inducing impacts?

The answer is maybe.

Depending on the design capacity of the pipeline, its location, and its potential users, it is likely that additional development within the Town could become possible. Current on-site wastewater treatment systems greatly limited development potential. Once sewer becomes available, those growth limitations no longer apply. This analysis may be difficult to accurately assess given the age of the Town General Plan adopted in 1994, which ideally would be updated based on current conditions prior to estimating future sewerage flows.

Additionally, other land owners in proximity to such a sewer line may request or expect that the development of those lands be permitted to utilize the new sewer line. LAFCo may consider conditions of approval that would restrict access to the sewer line to parcels only within the Town's jurisdiction.

The two cities must also consider the requirements of CEQA. The direct impacts of construction of the pipeline itself would have to be analyzed. In addition, if the project would allow greater levels of development than have historically existed within the Town of Paradise, the indirect impacts of such potential future growth would also have to be evaluated. The two cities will have to decide who will be the lead agency for such CEQA analysis. LAFCo will be a responsible agency under CEQA for this project if it proceeds.

LAFCo does not want to create problems for what appears to be a laudable project. The project will greatly assist the Town address a serious long term problem and augment the Town's ability to rebuild a sustainable commercial district. However, we are all bound to comply with the law, even where it may complicate achievement of a desirable objective. We look forward to working with the City and Town and its partners in development of this proposal in order to determine if a *legally permissible* path forward can be found for LAFCo to approve the extension of services.

We strongly recommend that any analysis of the proposed sewer extension project include as an initial step to request LAFCo preliminary consideration for this proposed extension of wastewater treatment services.¹ Because LAFCo approval is uncertain, such preliminary consideration should be sought at an early stage before significant money is committed to the implementation of the proposal.

Please don't hesitate to contact me should you have any questions

Sincerely,

Steve Lucas

Stephen Lucas
Executive Officer

cc: LAFCO

¹ LAFCo cannot give formal approval until after there is an executed agreement between the two cities and completion of environmental review for us to consider.



North Chico Village Vision Plan

Envision the Heart of North Chico

About the **Vision Plan**...

The County of Butte is revising the **North Chico Specific Plan (NCSP)** with a focus on re-visioning the North Chico Village area. This process will explore conceptual land use options that are formed by community and stakeholder collaboration and input. The revised NCSP will be used to guide the preparation of development plans for the North Chico Village.

WHAT IS ***YOUR***
 VISION FOR THE
NORTH CHICO
VILLAGE?

<< *How can I get involved?* >>

<p>Website Join us online to participate at any time!</p> <p>Scan the QR code to go to the project website:</p>  <p>- Project information - Ideas board - Ideas mapping</p>	<p>Listen Virtual Workshop #1</p> <p>October 28, 2020 6-8pm</p> <p><i>Listen to the needs and goals of the community.</i></p>	<p>Create Virtual Workshop #2</p> <p>November 18, 2020 6-8pm</p> <p><i>Brainstorm and map your ideas for the future North Chico Village.</i></p>	<p>Evaluate Virtual Workshop #3</p> <p>December 9, 2020 6-8pm</p> <p><i>Provide feedback on alternative concepts developed through input from workshops #1 and #2.</i></p>
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Visit www.northchicovillage.com for more information and links to the virtual workshops!



Manager's Report

To: Board of Directors

From: Scott McCutcheon, General Manager

Date: December 8, 2020

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

14.1 Field Operations Supervisor Report

November 2020 Field Operations Activity Report is included for your review and discussion.

Attachment Included

14.2 Project Updates

The General Manager with input from staff and the District Engineer will give a general update on various District projects in different stages of processing.

14.3 Board Policy 2151

Please find attached a copy of the recently amended Board Policy 2151 'Employee Compensation Schedule' for your policy books.

Attachment Included

14.4 Annual Employee Appreciation Dinner

The District Employee Appreciation Dinner is being discussed, and will be scheduled pending clarification of public health requirements.

14.5 Office Closure

The District Office will be closed December 24th, and 25th. Happy Holidays to all!

FIELD OPERATIONS ACTIVITY REPORT

NOVEMBER 2020

Safety Meetings and Compliance

- Competent excavation training
- Fall prevention and preventing slips in the work place
- Traffic control webinar

General meetings

- Met with customer regarding our paint in the alleys

I & I Related Work

- 25 Manholes sealed
- Installed 3 cleanout caps missing when doing CCTV work
- Repaired broken riser at 2453 V-7 Villa Verona repairs done
- LOAPUD replaced customers lateral
- 1 Mainline repair due to roots

New Permits and Connections, Estimates, Inquiries or Termination

- Checked 2512 Oro Garden for new sewer service
- Inquiry service at 3845 Roseben
- 2 New homes complete on Morrel Cr
- Met with new property owner on V-7 regarding sewer service
- Worked on acquiring easements for future projects
- Lateral replacement at 35 Rosita

River Ranch Project

- Reviewed pump station plans

Lines Cleaned

- 17,501 L.F. Cleaned with Jet Rodder
- 1,000 L.F. Villa Verona lines flushed with Jet Rodder

CCTV Work

- 1,671 L.F. Televised

GIS Work

- Faunce Ave, Morrel Cr, Faunce Ave, Southside

General Maintenance

- Fix compactors
- Commercial driving training for new employee
- Fixed fuel leak on flatbed
- Work on 4wd brakes
- Replaced seat belt and rebuilt steering column on fuel truck
- Installed air hose reel in bin
- Replaced cable on service truck hoist
- Smog fleet
- Relocated inventory from bin to new storage shed

Field Maintenance, Repairs and Misc.

- Standby Teichert's gas main project potholing the Vista Del Cerro force main
- Replaced 2 check valves and swap air release valve for repairs at L-2 P/S
- Blowing fuses at L-2 - Found burnt wire for emergency stop
- Hauled off excess dirt in preparation of project
- Replaced check valve at L-1
- Clear check valve at Hanging Tree P/S
- Repaired gate on East side of office

Callouts Primary - 2 (4 Last Month)

- 1-PLC Failure at Royal Oaks-Reprogrammed and replaced
- 2-Laterals plugged-Non district problem

V.V. Callouts and Tanks That Needed Serviced - 4 (8 Last Month)

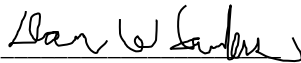
- 3-Tanks cleaned, flushed and/or pumped
- 1-Pulled check valve and flushed line

Gas Consumption: 223.4 (Last Mo. 254.0)

Diesel Consumption: 290.9 (Last Mo. 367.0)

LOAPUD Gas: 223.4 (Last Mo. 254.0) Diesel: 156.6 (Last Mo. 116.8)

El Medio Fire Dept. Gas: 0.0 (Last Mo. 0.0) Diesel: 134.3 (Last Mo. 217.2)



Field Operations Supervisor
Dan W. Sanders

TITLE: EMPLOYEE COMPENSATION SCHEDULE

NUMBER: 2151

ADOPTED: February 8, 1984

AMENDED: November 10, 2020

EFFECTIVE: October 1, 2020

Range No.	Position Title	Step A	Step B	Step C	Step D	Step E	Step F
1	Administrative Aide - Part Time & Temporary	12.00	12.36	12.98	13.63	14.31	15.03
2	Administrative Aide - Reg.	16.65	17.49	18.37	19.27	20.24	21.24
3	Utility Worker - Part Time & Temporary	12.36	12.98	13.63	14.31	15.03	15.78
4	Utility Worker I	18.74	19.65	20.64	21.66	22.74	23.88
5	Utility Worker II	19.65	20.64	21.66	22.74	23.88	25.08
6	Acct Receivable Clerk - Reg Operator - Part Time	20.60	21.63	22.73	23.86	25.05	26.30
7	Office Clerk	22.06	23.18	24.34	25.55	26.82	30.95
8	Operator - Regular Computer Support Specialist/ Administrative Assistant Accounts Receivable Clerk II Accounts Payable Clerk II	22.46	23.60	24.78	26.04	27.34	29.87
9	Foreman-F.O.T.	24.19	25.41	26.69	28.01	29.41	31.19
10	Bookkeeper/Clerk of the Board	24.77	26.03	27.33	28.72	30.14	34.45
11	Field Operations Supervisor	31.49	33.06	34.72	36.45	38.27	43.10