



AGENDA

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

Board of Directors
Regular Meeting
January 14, 2024
2:00PM

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

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

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

Dial in: 1-669-900-9128
Meeting ID: 858 5632 5483
Passcode: 003366

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

1. **CALL TO ORDER**

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

2 CONSENT AGENDA

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

- 2.1 Regular Board Meeting Minutes of December 10, 2024.
- 2.2 Financial Reports for Month Ending December 31, 2024
- 2.3 Claims Report for Month Ending December 31, 2024

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

4. APPROVAL OF RESOLUTION NO. 1-2025 “RESOLUTION AUTHORIZING CLERK OR DEPUTY CLERK OF THE DISTRICT OR GENERAL MANAGER OF THE DISTRICT TO ACCEPT THE EASEMENTS ON BEHALF OF LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT”

The Board will review and consider adopting Resolution No. 01-2025 “Resolution Authorizing Clerk or Deputy Clerk of the District, or General Manager of the District to Accept the Easements on Behalf of Lake Oroville Area Public Utility District”.

5. REVIEW AND APPROVE THE AMENDMENTS TO BOARD POLICY 2150 – EMPLOYEE COMPENSATION

The Board will review and consider approving amendments to Board Policy 2150 – Employee Compensation

Discussion with possible action

6. REVIEW AND APPROVE THE AMENDMENTS TO BOARD POLICY 2090 – UNIFORMS AND PROTECTIVE CLOTHING

The Board will review and consider approving amendments to Board Policy 2090 – Uniforms and Protective Clothing.

Discussion with possible action

7. REVIEW AND APPROVE THE AMENDMENTS TO BOARD POLICY 2300 – JOB DESCRIPTION - GENERAL MANAGER

The Board will review and consider approving amendments to Board Policy 2300 – Job Description – General Manager.

Discussion with possible action

8. REVIEW AND APPROVE THE AMENDMENTS TO BOARD POLICY 2152 – GM COMPENSATION SCHEDULE

The Board will review and consider approving amendments to Board Policy 2152 – GM Compensation Schedule.

Discussion with possible action

REPORTS AND CONSULTATIONS

9. SC-OR COMMISSIONER’S REPORT

10. BOARD MEMBERS’, MANAGER, AND STAFF COMMENTS

- FIELD OPERATIONS ACTIVITY REPORT
- MANAGER’S REPORT
- ENGINEER’S REPORT

11. FUTURE AGENDA ITEMS

12. ADJOURNMENT



Manager's Report

To: Board of Directors
From: David Goyer, General Manager
Date: January 14, 2025

RE: Item #1 – CALL TO ORDER

1.1 Roll call

1.2 Flag Salute

1.3 Moment of Silence

1.4 Public Comment



Manager's Report

To: Board of Directors
From: David Goyer, General Manager
Date: January 14, 2025
RE: Item #2 – Consent Agenda

Item No. 2.1 **Board Meeting Minutes** - Minutes from the December 10, 2024 Regular Board meeting are included for the Board's review and approval.

Item No. 2.2 **Financial Reports** – Cash Report and Income Statement through December 31, 2024, is attached for the Board's review and approval.

Item No. 2.3 **Payment of Claims** - The December 31, 2024, Claims report is attached for the Board's review and approval.

Attachments for each item included.

Recommended Action:

A motion to approve the minutes from the Regular Board meeting of December 10, 2024, and approve the Financial Reports and Payment of Claims from December 31, 2024 as presented.

Roll call vote.

**UNADOPTED
LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
DECEMBER 10, 2024 2:00 P.M.**

CALL TO ORDER

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

SALUTE TO THE FLAG

GM Goyer led the meeting with the salute to the flag.

MOMENT OF SILENCE

President Marciniak requested a moment of silence.

PUBLIC COMMENT

No Public Comment.

CONSENT AGENDA

The Board reviewed the minutes of the Regular Meeting of November 12, 2024, the Financial Reports and the Claims List for month ending November 30, 2024. After discussion, it was moved by Director Mastelotto and seconded by Director Salvucci 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, Sharman and Salvucci.

CLAY SINGLETON JOINED THE MEETING AT 2:05 P.M.

MOVED FROM ITEM #5

FORMAL REQUEST FOR EXTENSION OF TIME TO COMPLETE THE OPHIR LINCOLN FORCE MAIN AND LIFT STATION

GM Goyer presented the formal request from LACO for an extension of time to complete the Ophir Lincoln Force Main and Lift Station due to equipment delays. After discussion, it was moved by Director Salvucci and seconded by Director Marciniak to approve the formal request from LACO for a time extension as identified in "Agreement No. 1 to the Developers Agreement; Items 1 & 2 – Date of Completion" for construction of Ophir Lincoln Force Main and Lift Station to be extended from January 31, 2025, to July 31, 2025, or sooner. The motion passed with the following roll call vote:

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

RETURNED TO THE PREVIOUS NUMBERED AGENDIZED ITEMS

PRESENTATION OF THE 2023-24 INDEPENDENT AUDIT

After discussion, it was moved by Director Mastelotto and seconded by Director Salvucci to approve the Independent Audit Report prepared by SingletonAuman PC for the fiscal year ending June 30, 2024. The motion passed with the following roll call vote:

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

AGREEMENT FOR CONSTRUCTION OF FUTURE IMPROVEMENTS - MOORETOWN RANCHERIA 2024

The Board reviewed the proposed agreement of "Future Improvements - Mooretown Rancheria 2024". After discussion, it was moved by Director Salvucci and seconded by Director Sharman to direct GM Goyer to execute the agreement after the agreement has been signed by the appropriate parties representing Mooretown Rancheria. Only limited grammatical changes to the original agreement will be made before either party executes the agreement. The motion passed with the following roll call vote:

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

SC-OR REPORTS

Director Mastelotto reported that SC-OR has selected a Construction Management team for the construction of Phase 1 of the upgrade project. Director Salvucci reported that SC-OR would be moving their investment accounts to California CLASS.

BOARD MEMBERS', MANAGER, AND STAFF REPORTS

FOS Victorino presented the Field Operations Report

- Reported that we had no SSO's for November 2024.
- Reported the call outs at the Hanging Tree Lift Station.
- Updated the Board on the issues with PG&E power outages at the Kelly Ridge Lift Stations.
- Reported on the progress of the River Ranch Subdivision.

GM Goyer presented the Manager's Report

- Reported that we are still waiting on the final comments from UPRR on the Lincoln Family Apartments and A-Line project.
- Reported that he was participating in the SFWP Emergency Action Plan.
- Updated the Board on the status of LAFCo and the JPA regarding the consolidation of 3 sewer districts and the JPA.
- Reported that a low meter had been ordered for L1.
- Reported that we had two incidents of unauthorized access to District property.

Engineer Knibb comments

- Engineer Knibb reported that evaluation of different alignments for the Lincoln Family Apartments was complete and submitted to UPRR.
- Updated the Board on the status of the submittal package for the pumps at the Ophir Lift Station.
- Reported that he has received an update from the Palermo Wastewater Grant. The funding contracts should be ready for execution in late March or April.

FUTURE AGENDA ITEMS

- Policy and procedure manual updates.
- Policy change on GM compensation schedule.

ADJOURNMENT

There being no further business to come before the Board the meeting was adjourned at 3:21 P.M.

Respectfully submitted,

Kelly Hamblin,
Clerk of the Board

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
53 Sewer						
10001 Five Star Bank - General	186,498.41	41,559.91	0.00	1,265.82	60,252.60	166,539.90
10021 Five Star USDA	0.81	0.00	0.00	0.00	0.00	0.81
10031 Five Star Money Market	1,648.98	0.00	0.00	0.00	0.00	1,648.98
10100 GVB GENERAL CHECKING	158,300.85	7,722.53	0.00	0.00	73,928.36	92,095.02
10105 GVB - MONEY MARKET ACCOUNT	1,313,669.87	0.00	0.00	0.00	0.00	1,313,669.87
10110 GVB - USDA ACCOUNT	29,581.20	0.00	0.00	0.00	0.00	29,581.20
10200 California CLASS	4,875,266.52	19,151.36	0.00	0.00	0.00	4,894,417.88
10400 LAIF 10401 Series A Bond	111,996.96	0.00	0.00	0.00	0.00	111,996.96
10401 LAIF ACCOUNT SERIES A BOND	107,048.00	0.00	0.00	0.00	0.00	107,048.00
10500 Petty Cash	500.00	0.00	0.00	0.00	0.00	500.00
Total Fund	6,784,511.60	68,433.80		1,265.82	134,180.96	6,717,498.62
55 RIVER RANCH OROVILLE LLC						
10001 Five Star Bank - General	82,675.22	0.00	0.00	0.00	257.22	82,418.00
10100 GVB GENERAL CHECKING	-999.33	0.00	0.00	0.00	121.50	-1,120.83
Total Fund	81,675.89				378.72	81,297.17
57 LEAP GRANT						
10001 Five Star Bank - General	-66,157.32	0.00	0.00	0.00	0.00	-66,157.32
58 REAP GRANT						
10001 Five Star Bank - General	-343.04	0.00	0.00	0.00	0.00	-343.04
62 PALERMO WASTEWATER CONSOLIDATION						
10001 Five Star Bank - General	-19,150.00	0.00	0.00	0.00	0.00	-19,150.00
71 Payroll Clearing						
10001 Five Star Bank - General	-827.81	0.00	69,782.59	66,971.50	0.00	1,983.28
10100 GVB GENERAL CHECKING	9,294.42	0.00	0.00	0.00	0.00	9,294.42
Total Fund	8,466.61		69,782.59	66,971.50		11,277.70
73 Claims Clearing						
10001 Five Star Bank - General	555,724.61	0.00	74,341.99	41,554.55	0.00	588,512.05
Totals	7,344,728.35	68,433.80	144,124.58	109,791.87	134,559.68	7,312,935.18

*** 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.

Claims

Check #	Check Type	Vendor/Employee/Payee Number/Name	Check Amount	Date		Notes
				Period	Issued	
-99595	Clm E	209 CINTAS CORP	44.33	12/24	11/29/24	
-99594	Clm E	115 SOUTH FEATHER WATER	24.42	12/24	11/29/24	
-99593	Clm E	32 CA WATER SERVICE	40.49	12/24	11/29/24	
-99592	Clm E	32 CA WATER SERVICE	82.57	12/24	11/29/24	
-99591	Clm E	139 VERIZON WIRELESS	403.51	12/24	12/06/24	
-99590	Clm E	93 PACIFIC GAS & ELECTRIC	7540.29	12/24	12/06/24	
-99589	Clm E	115 SOUTH FEATHER WATER	33.53	12/24	12/06/24	
-99588	Clm E	209 CINTAS CORP	44.33	12/24	12/06/24	
-99587	Clm E	194 GLOBAL OFFICE INC.	109.32	12/24	12/06/24	
-99586	Clm E	106 RECOLOGY BUTTE COLUSA COUNTIES	143.07	12/24	12/06/24	
-99585	Clm V	Check not processed in this period	0	/	/	
-99584	Clm E	30 CA PUBLIC EMPLOYERS' RETIREMENT S	14848.92	12/24	12/13/24	
-99583	Clm E	30 CA PUBLIC EMPLOYERS' RETIREMENT S	62.50	12/24	12/13/24	
-99582	Clm E	172 STRATTI	2547.97	12/24	12/13/24	
-99581	Clm E	172 STRATTI	480.00	12/24	12/13/24	
-99580	Clm E	38 COMCAST	300.01	12/24	12/13/24	
-99579	Clm E	209 CINTAS CORP	44.33	12/24	12/13/24	
-99578	Clm E	205 ANTHEM BLUE CROSS	10015.60	12/24	12/13/24	
-99577	Clm E	172 STRATTI	1868.76	12/24	12/13/24	
-99576	Clm E	164 DRIVE PAYMENTS	49.50	12/24	12/13/24	
-99575	Clm E	133 UMPQUA BANK	628.07	12/24	12/20/24	
-99574	Clm E	133 UMPQUA BANK	362.81	12/24	12/20/24	
-99573	Clm E	133 UMPQUA BANK	178.35	12/24	12/20/24	
-99572	Clm E	133 UMPQUA BANK	505.71	12/24	12/20/24	
-99571	Clm E	133 UMPQUA BANK	524.83	12/24	12/20/24	
-99570	Clm E	209 CINTAS CORP	44.33	12/24	12/20/24	
-99569	Clm E	38 COMCAST	324.88	12/24	12/20/24	
-99568	Clm E	106 RECOLOGY BUTTE COLUSA COUNTIES	143.07	12/24	12/20/24	
-99567	Clm E	115 SOUTH FEATHER WATER	24.84	12/24	12/20/24	
-99566	Clm E	115 SOUTH FEATHER WATER	16.26	12/24	12/20/24	
-99565	Clm E	115 SOUTH FEATHER WATER	49.20	12/24	12/20/24	
-99564	Clm E	209 CINTAS CORP	44.33	12/24	12/27/24	
-99563	Clm E	115 SOUTH FEATHER WATER	24.42	12/24	12/27/24	
-88539*	Pay P	2 ROBERT L BRODERSON	2740.08	12/24	12/13/24	
-88538	Pay P	26 JUSTIN FRANKLIN	2337.44	12/24	12/13/24	
-88537	Pay P	21 DAVID GOYER	2949.61	12/24	12/13/24	
-88536	Pay P	4 KELLY J HAMBLIN	2153.55	12/24	12/13/24	
-88535	Pay P	11 ANNELYN A RACKLEY	651.89	12/24	12/13/24	
-88534	Pay P	19 VINCENT M VICTORINO	2848.83	12/24	12/13/24	
-88533	Pay P	24 JASEN WATSON	1555.74	12/24	12/13/24	
-88532	Pay P	CALPERS 457 CAL 457	1280.05	12/24	12/13/24	
-88531	Pay P	PERS CLASS CAL PERS CLASSIC	2688.84	12/24	12/13/24	
-88530	Pay P	PEPRA CAL PERS PEPRA	1638.46	12/24	12/13/24	
-88529	Pay P	SDI EDD	1153.64	12/24	12/13/24	
-88528	Pay P	FIT EFTPS	6070.67	12/24	12/13/24	
-88527	Pay P	HEALTH INS LAKE OROVILLE AREA PUD	3995.64	12/24	12/13/24	
-88526	Pay P	AD&D LOPUD	786.81	12/24	12/13/24	
-88525	Pay P	2 ROBERT L BRODERSON	2122.90	12/24	12/27/24	

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

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Payroll

Check #	Check Type	Vendor/Employee/Payee Number/Name	Check Amount	Period Issued	Date	Notes
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-88523	Pay P	21 DAVID GOYER	2949.61	12/24	12/27/24	
-88522	Pay P	4 KELLY J HAMBLIN	2226.92	12/24	12/27/24	
-88521	Pay P	5 DARIN K KAHALEKULU	2054.83	12/24	12/27/24	
-88520	Pay P	16 ROBERT MARCINIAK	365.00	12/24	12/27/24	
-88519	Pay P	9 ANGELA D MASTELOTTO	365.00	12/24	12/27/24	
-88518	Pay P	11 ANNELYN A RACKLEY	456.32	12/24	12/27/24	
-88517	Pay P	17 RICHARD SALVUCCI	365.00	12/24	12/27/24	
-88516	Pay P	19 VINCENT M VICTORINO	2606.74	12/24	12/27/24	
-88515	Pay P	24 JASEN WATSON	2013.76	12/24	12/27/24	
-88514	Pay P	CALPERS 457 CAL 457	1220.19	12/24	12/27/24	
-88513	Pay P	PERS CLASS CAL PERS CLASSIC	2688.84	12/24	12/27/24	
-88512	Pay P	PEPRA CAL PERS PEPRA	1585.63	12/24	12/27/24	
-88511	Pay P	CA TRAIN (ETT) EDD	1078.04	12/24	12/27/24	
-88510	Pay P	FIT EFTPS	5785.72	12/24	12/27/24	
-88509	Pay P	HEALTH INS LAKE OROVILLE AREA PUD	3995.64	12/24	12/27/24	
-88508	Pay P	AD&D LOPUD	786.81	12/24	12/27/24	
30030*	Clm SC	12 AT & T	211.44	12/24	12/06/24	
30031	Clm SC	18 BUTTE CO AIR QUALITY	2038.40	12/24	12/06/24	
30032	Clm SC	46 DATATREE	198.00	12/24	12/06/24	
30033	Clm SC	70 LAKEVIEW PETROLEUM CO	6570.81	12/24	12/06/24	
30034	Clm SC	79 MIRY'S CLEANING SERVICES	295.00	12/24	12/06/24	
30035	Clm SC	86 O'REILLY AUTOMOTIVE, INC	47.05	12/24	12/06/24	
30036	Clm SC	119 STREAMLINE	249.00	12/24	12/06/24	
30037	Clm SC	122 TEHAMA TIRE	46.95	12/24	12/06/24	
30038	Clm SC	213 THE PRINTED IMAGE	549.91	12/24	12/06/24	
30039	Clm SC	206 U-ROCK UTILITY EQUIPMENT	381.55	12/24	12/06/24	
30040	Pay P	5 DARIN K KAHALEKULU	2054.83	12/24	12/13/24	
30041	Clm SC	14 BETTER DEAL EXCHANGE	76.37	12/24	12/13/24	
30042	Clm SC	58 HOBBS PEST SOLUTIONS, INC	70.00	12/24	12/13/24	
30043	Clm SC	86 O'REILLY AUTOMOTIVE, INC	37.88	12/24	12/13/24	
30044	Clm SC	88 OROVILLE CABLE & EQUIPMENT	21.24	12/24	12/13/24	
30045	Clm SC	109 SAUERS ENGINEERING INC	2742.50	12/24	12/13/24	
30046	Clm SC	118 STATE WATER RESOURCES CONTROL BOA	3945.00	12/24	12/13/24	
30047	Clm SC	166 VALLI INFORMATION SYSTEMS, INC	119.00	12/24	12/13/24	
30048	Clm SC	11 ANSWERLINE COMMUNICATIONS	250.00	12/24	12/20/24	
30049	Clm SC	190 CANON FINANCIAL SOLUTIONS	178.46	12/24	12/20/24	
30050	Clm SC	78 MINASTAN LAW	2187.00	12/24	12/20/24	
30051	Clm SC	85 NORTHERN CA GLOVES	74.08	12/24	12/20/24	
30052	Clm SC	143 WEIMER AND SONS	155.13	12/24	12/20/24	
30053	Clm SC	144 WILGUS FIRE CONTROL, INC.	655.40	12/24	12/20/24	
30054	Clm SC	999999 PHILIP SUMPTER	292.13	12/24	12/18/24	
30055	Pay P	6 DEE G FAIRBANKS	365.00	12/24	12/27/24	
30056	Pay P	13 WILLIAM P SHARMAN	365.00	12/24	12/27/24	
30057	Pay P	AFLAC 125 AFLAC	26.26	12/24	12/27/24	
30058	Clm C	12 AT & T	0	12/24	12/24/24	
30059	Clm SC	23 BUTTE COUNTY ELECTIONS DIVISION	1190.99	12/24	12/24/24	
30060	Clm SC	215 CLEAN RIGHT BUILD RIGHT	7974.36	12/24	12/24/24	

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

Combined Funds

Account Object	Description	Current Year			Variance	%
		Current Month	Current YTD	Budget		
	Total Other Revenue	114,923.29	532,970.64	803,097.00	-270,126.36	66
Other Expenses						
81000	Capital Outlay					
	8110 Equipment Purchase	3,027.97	120,425.98	252,000.00	131,574.02	48
	81120 Capitalized Expenditure - Other		75.00	251,000.00	250,925.00	
	81200 District Projects-CIP		7,379.24	597,780.00	590,400.76	1
	Total Account	3,027.97	127,880.22	1,100,780.00	972,899.78	12
85000	Debt Service					
	85200 Loan Principal			71,000.00	71,000.00	
	85250 Loan Interest Expense		47,281.25	94,562.00	47,280.75	50
	Total Account		47,281.25	165,562.00	118,280.75	29
87000	Other Expense					
	74400 Depreciation			556,000.00	556,000.00	
	Total Account			556,000.00	556,000.00	
	Total Other Expenses	3,027.97	175,161.47	1,822,342.00	1,647,180.53	10
	Net Income	482,668.56	482,760.26			

Note: Formula for % columns = revenue*100/total expense for Fund.

Payroll

Check #	Check Type	Vendor/Employee/Payee Number/Name	Check Amount	Period Issued	Date	Notes
-88524	Pay P	26 JUSTIN FRANKLIN	1453.30	12/24	12/27/24	
-88523	Pay P	21 DAVID GOYER	2949.61	12/24	12/27/24	
-88522	Pay P	4 KELLY J HAMBLIN	2226.92	12/24	12/27/24	
-88521	Pay P	5 DARIN K KAHALEKULU	2054.83	12/24	12/27/24	
-88520	Pay P	16 ROBERT MARCINIAK	365.00	12/24	12/27/24	
-88519	Pay P	9 ANGELA D MASTELOTTO	365.00	12/24	12/27/24	
-88518	Pay P	11 ANNELYN A RACKLEY	456.32	12/24	12/27/24	
-88517	Pay P	17 RICHARD SALVUCCI	365.00	12/24	12/27/24	
-88516	Pay P	19 VINCENT M VICTORINO	2606.74	12/24	12/27/24	
-88515	Pay P	24 JASEN WATSON	2013.76	12/24	12/27/24	
-88514	Pay P	CALPERS 457 CAL 457	1220.19	12/24	12/27/24	
-88513	Pay P	PERS CLASS CAL PERS CLASSIC	2688.84	12/24	12/27/24	
-88512	Pay P	PEPRA CAL PERS PEPRA	1585.63	12/24	12/27/24	
-88511	Pay P	CA TRAIN (ETT) EDD	1078.04	12/24	12/27/24	
-88510	Pay P	FIT EFTPS	5785.72	12/24	12/27/24	
-88509	Pay P	HEALTH INS LAKE OROVILLE AREA PUD	3995.64	12/24	12/27/24	
-88508	Pay P	AD&D LOPUD	786.81	12/24	12/27/24	
30030*	Clm SC	12 AT & T	211.44	12/24	12/06/24	
30031	Clm SC	18 BUTTE CO AIR QUALITY	2038.40	12/24	12/06/24	
30032	Clm SC	46 DATATREE	198.00	12/24	12/06/24	
30033	Clm SC	70 LAKEVIEW PETROLEUM CO	6570.81	12/24	12/06/24	
30034	Clm SC	79 MIRY'S CLEANING SERVICES	295.00	12/24	12/06/24	
30035	Clm SC	86 O'REILLY AUTOMOTIVE, INC	47.05	12/24	12/06/24	
30036	Clm SC	119 STREAMLINE	249.00	12/24	12/06/24	
30037	Clm SC	122 TEHAMA TIRE	46.95	12/24	12/06/24	
30038	Clm SC	213 THE PRINTED IMAGE	549.91	12/24	12/06/24	
30039	Clm SC	206 U-ROCK UTILITY EQUIPMENT	381.55	12/24	12/06/24	
30040	Pay P	5 DARIN K KAHALEKULU	2054.83	12/24	12/13/24	
30041	Clm SC	14 BETTER DEAL EXCHANGE	76.37	12/24	12/13/24	
30042	Clm SC	58 HOBBS PEST SOLUTIONS, INC	70.00	12/24	12/13/24	
30043	Clm SC	86 O'REILLY AUTOMOTIVE, INC	37.88	12/24	12/13/24	
30044	Clm SC	88 OROVILLE CABLE & EQUIPMENT	21.24	12/24	12/13/24	
30045	Clm SC	109 SAUERS ENGINEERING INC	2742.50	12/24	12/13/24	
30046	Clm SC	118 STATE WATER RESOURCES CONTROL BOA	3945.00	12/24	12/13/24	
30047	Clm SC	166 VALLI INFORMATION SYSTEMS, INC	119.00	12/24	12/13/24	
30048	Clm SC	11 ANSWERLINE COMMUNICATIONS	250.00	12/24	12/20/24	
30049	Clm SC	190 CANON FINANCIAL SOLUTIONS	178.46	12/24	12/20/24	
30050	Clm SC	78 MINASTAN LAW	2187.00	12/24	12/20/24	
30051	Clm SC	85 NORTHERN CA GLOVES	74.08	12/24	12/20/24	
30052	Clm SC	143 WEIMER AND SONS	155.13	12/24	12/20/24	
30053	Clm SC	144 WILGUS FIRE CONTROL, INC.	655.40	12/24	12/20/24	
30054	Clm SC	999999 PHILIP SUMPTER	292.13	12/24	12/18/24	
30055	Pay P	6 DEE G FAIRBANKS	365.00	12/24	12/27/24	
30056	Pay P	13 WILLIAM P SHARMAN	365.00	12/24	12/27/24	
30057	Pay P	AFLAC 125 AFLAC	26.26	12/24	12/27/24	
30058	Clm C	12 AT & T	0	12/24	12/24/24	
30059	Clm SC	23 BUTTE COUNTY ELECTIONS DIVISION	1190.99	12/24	12/24/24	
30060	Clm SC	215 CLEAN RIGHT BUILD RIGHT	7974.36	12/24	12/24/24	

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

Claims

Check #	Check Type	Vendor/Employee/Payee Number/Name	Check Amount	Period Issued	Date Issued	Notes
30061	Clm SC	999998 DAVID GOYER	100.00	12/24	12/24/24	
30062	Clm SC	214 FEATHER RIVER AIRE	218.00	12/24	12/24/24	
30063	Clm SC	999999 MARIAN SEIDLITZ	787.68	12/24	12/24/24	
30064	Clm SC	113 SHARP'S LOCKSMITHING	357.23	12/24	12/24/24	
30065	Clm SC	144 WILGUS FIRE CONTROL, INC.	49.23	12/24	12/24/24	
30066	Clm SC	3 ACCULARM	144.00	12/24	01/03/25	
30067	Clm SC	12 AT & T	225.65	12/24	01/03/25	
30068	Clm SC	46 DATATREE	99.00	12/24	01/03/25	
30069	Clm SC	119 STREAMLINE	249.00	12/24	01/03/25	

Grand Total # of Checks: 105 Total: 144124.58 Total Claims 74341.99 Total Payroll 69782.59

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)

Combined Funds

Account Object	Description	Current Year				Variance	%
		Current Month	Current YTD	Budget			
Revenue							
41100	Sewer Service Charge	466,669.02	933,357.42	1,903,642.00	-970,284.58	49	
41150	Pumping Charge	33,574.86	67,146.21	135,200.00	-68,053.79	50	
41200	Kelly Ridge Pumping Chg (Taxes)		3,370.95	45,000.00	-41,629.05	7	
41300	Connection Fee		600.00		600.00		
41350	Other Services		1,549.50		1,549.50		
46998	LOAPUD Estimated Exp: Full Cost Recovery		1,000.00		1,000.00	48	
Total Revenue							
		500,243.88	1,007,024.08	2,083,842.00	-1,076,817.92	48	
Expenses							
51000	Administration	23,316.64	151,312.61	294,515.00	143,202.39	51	
60100	Salaries & Wages			2,000.00	2,000.00		
60200	Sick Time Buy Back	7,554.01	52,784.85	62,508.00	9,723.15	84	
62100	Health Insurance		3,124.95	7,500.00	4,375.05	42	
62150	HSA PAYABLE		2,177.24	4,961.00	2,783.76	44	
62200	Dental Insurance	334.96	314.34	550.00	235.66	57	
62250	Life Insurance	48.36	1,400.00	3,000.00	1,600.00	47	
62300	Vision Insurance		2,951.30	5,891.00	2,939.70	50	
62400	Deferred Comp 457		12,846.50	156,360.00	78,157.23	50	
62450	CALPERS Contribution		1,176.60	3,000.00	1,823.40	39	
62500	Workers Comp Ins.		11,803.23	22,890.00	11,086.77	52	
62550	Payroll Taxes/Ins.		1,733.05	22,890.00	11,086.77	52	
	Total Account	46,288.31	305,247.89	563,175.00	257,927.11	54	
51100	Director			24,000.00	12,000.00	50	
60100	Salaries & Wages	2,000.00	12,000.00	5,000.00	5,000.00		
62300	Vision Insurance		1,110.00	2,220.00	1,110.00	50	
62550	Payroll Taxes/Ins.	185.00	13,110.00	31,220.00	18,110.00	42	
	Total Account	2,185.00	13,110.00	31,220.00	18,110.00	42	
57000	General Operating	2,742.50	45,416.34	49,500.00	4,083.66	92	
64100	Engineering Services	2,187.00	5,589.00	24,000.00	18,411.00	23	
64150	Legal Services			5,000.00	5,000.00		
64152	SURVEYING SERVICES			29,260.00	6,585.00	77	
64200	Accounting/Audit Services		22,675.00	57,415.00	57,415.00		
64250	Insurance			49,750.00	32,410.74	35	
64300	Software Licenses, Annual Fees and Tech	2,216.76	17,339.26	15,730.00	5,929.42	62	
65100	Office Utilities	1,640.73	9,800.58	8,495.00	3,386.68	60	
65150	Shop/Yard Utilities	782.21	5,108.32	2,500.00	2,500.00		
65175	PUMP STATION UTILITIES			7,500.00	3,985.41	47	
66100	Office Supplies & Expenses	640.90	3,514.59	38,005.00	23,096.28	39	
66102	BILLING AND PAYMENT PROCESSING	168.50	14,908.72				

Combined Funds

Account Object	Description	Current Year				Variance	%
		Current Month	Current YTD	Budget			
66150	Office Equipment	178.46	815.45	20,000.00	19,184.55	4	
66200	Building & Yard Repairs / Maintenance	560.15	1,294.34	6,000.00	4,705.66	22	
66250	Small Tools & Consumables		158.30	2,500.00	2,341.70	6	
66300	Safety Supplies		64.92		-64.92		
66350	Outside services	682.00	5,426.57	31,000.00	25,573.43	18	
67100	Education & Training		888.07	5,000.00	4,111.93	18	
67150	Membership/Subscriptions	53.66	12,445.57	12,500.00	54.43	100	
67200	Permits & Licenses	3,945.00	6,028.40	8,500.00	2,471.60	71	
67250	Travel, Meals & Entertainment	95.20	498.52	4,500.00	4,001.48	11	
67300	Elections	1,190.99	1,190.99	5,000.00	3,809.01	24	
67350	Bank and collection fees			12,000.00	12,000.00		
67400	Safety Training		2,500.82	1,000.00	1,000.00	86	
67550	IAFCO Operating Fees			2,900.00	399.18		
69155	Propane			200.00	200.00		
	Total Account	17,084.06	155,663.76	398,255.00	242,591.24	39	
58000	Field						
60100	Salaries & Wages	20,467.40	156,208.43	398,500.00	242,291.57	39	
60110	I & I Wages	1,568.98	1,932.58		-1,932.58		
60200	Sick Time Buy Back			1,500.00	1,500.00		
61150	Standby Wages	457.03	3,104.52	6,500.00	3,395.48	48	
61200	Recurring Overtime Wages	1,307.76	7,920.07	25,000.00	17,079.93	32	
61250	Call-Out OT - Not VV	1,843.17	3,951.65	5,000.00	1,048.35	79	
61350	Villa Verona Reg Time	45.45	198.18		-198.18		
61351	Villa Verona Overtime	113.32	930.99	2,500.00	1,569.01	37	
62100	Health Insurance	10,176.76	50,839.98	50,409.00	-430.98	101	
62150	HSA PAYABLE	164.49	4,166.60	7,500.00	3,333.40	56	
62200	Dental Insurance	63.02	1,654.16	5,329.00	3,674.84	31	
62250	Life Insurance		475.52	700.00	224.48	68	
62300	Vision Insurance		130.00	5,000.00	4,870.00	3	
62400	Deferred Comp 457	509.50	3,496.50	8,500.00	5,003.50	41	
62450	CALPERS Contribution	7,270.65	45,966.09	104,500.00	58,533.91	44	
62500	Workers Comp Ins.		4,707.33	24,801.00	20,093.67	19	
62550	Payroll Taxes/Ins.	1,934.69	13,318.26	31,200.00	17,881.74	43	
63500	Boots and Uniforms	207.07	1,297.80	5,000.00	3,702.20	26	
63502	Boots & Uniforms-Broderson		303.09	550.00	246.91	55	
63506	Boots & Uniforms - VICTORINO	212.09	515.19	550.00	34.81	94	
63510	boots & Uniforms - WATSEN			550.00	550.00		
63511	Boots & Uniforms - Eads			550.00	550.00		
63512	Boots & Uniforms - FRANKLIN		454.38	550.00	95.62	83	
64300	Software Licenses, Annual Fees and Tech	7,070.50	4,740.00	14,000.00	9,260.00	34	
65175	PUMP STATION UTILITIES		36,357.53	78,625.00	42,267.47	46	
66100	Office Supplies & Expenses	40.04	467.39		-467.39		
66200	Building & Yard Repairs / Maintenance	220.91	3,358.43	5,000.00	-3,358.43	5	
66250	Small Tools & Consumables	50.28	250.96	10,000.00	4,749.04	7	
66300	Safety Supplies	704.63	739.23	7,500.00	9,260.77	7	
66350	Outside services	8,074.36	9,014.36	7,500.00	-1,514.36	120	
67100	Education & Training			1,500.00	1,500.00		

Combined Funds

Account Object	Description	Current Year				Variance	%
		Current Month	Current YTD	Budget			
67150	Membership/Subscriptions			7,500.00		7,500.00	
67200	Permits & Licenses		1,181.90			-1,181.90	
67400	Safety Training	131.35	131.35	15,000.00		14,868.65	1
68100	Routine Operations & Maintenance - Sewer	211.99	11,409.42	25,000.00		13,590.58	46
68125	REPAIRS AND MAINTENANCE ON PUMP STATIONS		7,936.93	92,000.00		84,063.07	9
68650	VV Operations & Maintenance		194.83	25,000.00		24,805.17	1
69100	Diesel Fuel		12,865.26	10,250.00		-2,615.26	126
69150	Gasoline	262.00	10,046.23	18,000.00		7,953.77	56
69155	Propane			200.00		200.00	
69250	Heavy Equipment Repairs & Maintenance		2,947.13	7,500.00		4,552.87	39
69300	Auto Repairs & Maintenance	548.61	2,752.09	20,000.00		17,247.91	14
	Total Account	63,656.05	405,964.36	1,021,764.00		615,799.64	40
59000	RIVER RANCH OROVILLE LLC						
60100	Salaries & Wages	181.80	1,522.59			-1,522.59	
62100	Health Insurance	30.05	165.48			-165.48	
62200	Dental Insurance	0.95	8.40			-8.40	
62250	Life Insurance	0.34	3.04			-3.04	
62400	Deferred Comp 457	3.64	30.45			-30.45	
62450	CALPERS Contribution	26.63	240.63			-240.63	
62550	Payroll Taxes/Ins.	13.81	116.39			-116.39	
	Total Account	257.22	2,086.98			-2,086.98	
	Total Expenses	129,470.64	882,072.99	2,014,414.00		1,132,341.01	44
	Net Income from Operations	370,773.24					
	Other Revenue		124,951.09				
47100	Capacity Charge	5,000.00	19,331.00			19,331.00	
47150	Sewer Service Late Fees	-74.67	51,481.59			51,481.59	
47200	Interest	19,151.36	176,986.99			176,986.99	
47250	RD Surcharge	90,816.60	181,549.90	370,440.00		-188,890.10	49
47310	Tax Asses Admin Fee		6,020.00	6,020.00			100
47350	Current Sec Taxes		16,812.96	379,990.00		-363,177.04	4
47400	Current Unsec Tax		19,678.63	19,310.00		368.63	102
47420	PRIOR SECURED TAXES		245.31			245.31	
47450	Prior Unsec Tax		242.95			-272.05	47
47475	SUPPLEMENTAL APPORTIONMENT		531.12	23,287.00		-22,755.88	2
47500	Other Taxes		1,538.69	3,535.00		-1,996.31	44
47871	SC-OR Regional Facility Charge		6,638.00			6,638.00	
48000	GRANT REVENUE		51,703.50			51,703.50	
49000	Other Income	30.00	210.00			210.00	

Combined Funds

Account Object	Description	Current Year			Variance	%
		Current Month	Current YTD	Budget		
	Total Other Revenue	114,923.29	532,970.64	803,097.00	-270,126.36	66
81000	Other Expenses					
	Capital Outlay					
	Equipment Purchase	3,027.97	120,425.98	252,000.00	131,574.02	48
	Capitalized Expenditure - Other		75.00	251,000.00	250,925.00	
	District Projects-CIP		7,379.24	597,780.00	590,400.76	1
	Total Account	3,027.97	127,880.22	1,100,780.00	972,899.78	12
85000	Debt Service					
	Loan Principal			71,000.00	71,000.00	
	Loan Interest Expense		47,281.25	94,562.00	47,280.75	50
	Total Account		47,281.25	165,562.00	118,280.75	29
87000	Other Expense					
	Depreciation			556,000.00	556,000.00	
	Total Account			556,000.00	556,000.00	
	Total Other Expenses	3,027.97	175,161.47	1,822,342.00	1,647,180.53	10
	Net Income	482,668.56	482,760.26			

Note: Formula for % columns = revenue*100/total expense for Fund.



Manager's Report

To: Board of Directors

From: David Goyer, General Manager

Date: January 14, 2025

RE: Item #3 – Any Items Removed From Consent Agenda



Manager's Report

To: Board of Directors
From: David Goyer, General Manager
Date: January 14, 2025

RE: Item #4 – Approval of Resolution No. 1-2025 “Resolution Authorizing Clerk or Deputy Clerk of the District, or General Manager of the District to Accept the Easements on Behalf of Lake Oroville Area Public Utility District”.

This revision to the previous Resolution No.15-02 allows the “General Manager” to accept easements on behalf of the District.

Attachments included.

Recommended Action:

A motion to approve the Resolution No. 1-2025 “Resolution Authorizing Clerk or Deputy Clerk of the District, or the General Manager of the District to Accept the Easements on Behalf of Lake Oroville Area Public Utility Districts.

Roll call vote.

RESOLUTION NO. 01-2025
LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT

**RESOLUTION AUTHORIZING CLERK OR DEPUTY CLERK OF THE
DISTRICT OR GENERAL MANAGER OF THE DISTRICT TO ACCEPT THE
EASEMENTS ON BEHALF OF
LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT**

WHEREAS, Lake Oroville Area Public Utility District (District) is a public utility district formed and existing in accordance with the provisions of Section 15502 *et seq.* Of the Public Utilities Code of the State of California; and

WHEREAS, in the regular course of business of District, District acquires grants, easements, and rights of way in connection with the operation and maintenance of its facilities; and

WHEREAS, the District is required to authorize recordation of such easements and rights of way acquired by District in order to have said documents recorded by the Butte County Recorder's office; and

WHEREAS, the Board wishes to facilitate the prompt authorization and recordation of such documents as required by the District for operation and maintenance of its utility system and is authorized to delegate the function of acceptance of easements to its staff.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of Lake Oroville Area Public Utility District does hereby authorize the Clerk or Deputy Clerk of the District or the General Manager of the District to authorize the acceptance and recordation of easements and rights of way for pipeline granted to the District to acknowledge the same on the body of said documents.

PASSED AND ADOPTED by the Board of Directors of the Lake Oroville Area Public Utility District at a meeting duly called and held within the District on the 14th day of January 2025, at Oroville, California, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT

By: Robert Marciniak, President of the Board

ATTEST

Kelly Hamblin, Clerk of the District



Manager's Report

To: Board of Directors

From: David Goyer, General Manager

Date: January 14, 2025

RE: Item #5 – Review and Approve the Amendments to Board Policy 2150
– Employee Compensation.

Attachment included.

Recommended Action:

A motion to approve the amendments to Board Policy 2150- Employee Compensation.

Roll call vote.

BOARD POLICY
Lake Oroville Area Public Utility District

BOARD POLICY
Lake Oroville Area Public Utility District

TITLE: EMPLOYEE COMPENSATION

NUMBER: 2150

ADOPTION DATE: July 8, 1987

AMENDED DATE: ~~July 12, 2016~~ February, 14 2025

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

2150.2 COMPENSATION AT HIRING

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

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

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

2150.3 MERIT ADVANCEMENT WITHIN RANGE

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

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

BOARD POLICY
Lake Oroville Area Public Utility District

2150.3.2.1 New Employees: A person hired as a new employee shall have a merit advancement date which is twelve (12) months following the appointment date.

2150.3.2.2 Promotion or Demotion: An employee who is promoted or demoted shall have a new merit advancement date which shall be one (1) year from the date of promotion or demotion.

2150.3.2.3 Voluntary Demotion: An employee who voluntarily demotes to a position at a lower salary range shall have no change in merit advancement date.

2150.3.2.4 Change in Range Allocation: If the salary range for an employee's position is changed, the employee's merit advancement date shall not change.

2150.3.2.5 Position Reclassification: An employee whose position is reclassified to a position having the same or lower salary range shall have no change in merit advancement date. An employee whose position is reclassified to a position having a high salary range shall have no change in merit advancement date. An employee whose position is reclassified to a position having a higher salary range shall have a new merit advancement date which is one (1) year following the effective date of the position reclassification.

2150.3.2.6 Non-Merit Step Adjustment: An employee whose salary step is adjusted to a higher step for reasons other than regular merit advancement shall have a new merit advancement date effective one (1) year from the date of said adjustment.

~~**2150.3.2.7** Standby Pay: The Field Operations Supervisor shall establish a Standby Schedule, rotating field crew employees. Standby duty will begin at 4:00 p.m. on Friday and end at 4:00 p.m. the following Friday. Any change or substitution from the schedule must be approved in advance by the Field Operations Supervisor or the Foreman. Hourly employees on standby will be compensated as follows:~~

~~2150.3.2.7.1 Non-regular work day: Four (4) hours overtime pay for each day. This additional pay shall include time for making the rounds to check all District pump stations.~~

~~2150.3.2.7.2 Regular work day: \$25 of additional pay for each day.~~

BOARD POLICY
Lake Oroville Area Public Utility District

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

2150.4 PROMOTION

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

2150.4.2 Retroactive pay: At the time of any compensation adjustment hourly or salary, it is within the General Managers authority to make the adjustment retroactive or not retroactive to coincide with the employee's original date of hire or the merit review.



Manager's Report

To: Board of Directors

From: David Goyer, General Manager

Date: January 14, 2025

RE: Item #6 – Review and Approve the Amendments to Board Policy 2090
– Uniforms and Protective Clothing

Attachment included.

Recommended Action:

A motion to approve the amendments to Board Policy 2090 – Uniforms and Protective Clothing.

Roll call vote.

BOARD POLICY
Lake Oroville Area Public Utility District

BOARD POLICY
Lake Oroville Area Public Utility District

TITLE: UNIFORMS AND PROTECTIVE CLOTHING
ADOPTION DATE: February 8, 1984
February 14, 2025

NUMBER: 2090
AMENDED DATE: July 12, 2016

- 2090.1** The cost of such uniforms and/or protective clothing that employees are required to wear, including hats, office shirts, safety shirts, pants, boots and coats shall be borne by the District.
- 2090.2** A maximum cash allowance for pants is of \$250.00 annually,
A maximum cash allowance for boots is \$300.00 annually for a maximum annual
expenditure for each field crew employee of \$600.00 annually for all boots and protective
clothing.
shall be allowed employees for the specific purpose of purchasing required boots or safety shoes.
~~shall be allowed employees for the specific purpose of purchasing required work pants. Pants irreparably damaged during the course of working shall be replaced by the District and such replacement expense shall not be counted against the aforementioned allowance.~~
- 2090.3** ~~A maximum cash allowance of \$ \$300.00 annually shall be allowed employees for the specific purpose of purchasing required boots or safety shoes.~~
- 2090.43** Only the actual cost of the safety shoes and/or pants up to the maximum allowance amount shall be considered for reimbursement.
- 2090.54** The Manager has the option of authorizing reimbursements to qualifying employees upon proof of purchase; or, of arranging with a local foot-wear retailer to supply all qualifying employees with specific shoe that meets the safety requirements and bill the District for the total cost of all safety shoes purchased.
- 2090.65** Safety shoes and pants may not be purchased in accordance with this policy without the express authorization of the General Manager or Field Operations Supervisor.
- 2090.76** When an employee for whom safety shoes were purchased or reimbursed is terminated for any reason prior to completing three (3) continuous months of service, a portion of the cost of said safety shoes shall be retained out of his final pay check. That portion retained shall be a percentage of the total cost of said safety shoes equal to 100% less the ratio of the amount of time worked to three (3) continuous months of regular work.

BOARD POLICY
Lake Oroville Area Public Utility District

2090.8-7 Safety jackets or safety coats will be provided to field operational personnel as needed and determined by the General Manager or Field Operations Supervisor.



Manager's Report

To: Board of Directors
From: David Goyer, General Manager
Date: January 14, 2025

RE: Item #7 – Review and Approve the amendments to Board Policy 2300 – Job Description – General Manager

Attachments included.

Recommended Action:

A motion to approve the amendments to Board Policy 2300 – Job Description – General Manager.

Roll call vote.

BOARD POLICY
Lake Oroville Area Public Utility District

BOARD POLICY
Lake Oroville Area Public Utility District

TITLE: JOB DESCRIPTION – GENERAL MANAGER

NUMBER: 2300

ADOPTION DATE: FEBRUARY 8, 1984 AMENDED DATE: ~~APRIL 11, 2006~~ February 14th 2025

2300.1 Descriptions. The General Manager: is the Executive Officer of the District and for the Board of Directors. The General Manager administers the District and has exclusive management and control of the operations and works of the District, subject to approval and policy direction by the Board of Directors, and provides day-to-day leadership for the District. The General Manager has general charge, responsibility and control over all property of the District, and

2300.1.1 attends District Board meetings, and such other meetings as the Board specifies from time to time, and

2300.1.2 employs such assistants, employees and consultants as deemed necessary for the proper administration of the District and the proper operation of the works of the District, in accordance with Policy #2150, "Compensation," subject to annual approval by the Board of Directors. The General Manager shall delegate discretionary authority over and direct all employees, including terminating for cause. The personnel management goal of the General Manager will be to provide a motivating work climate for District employees, and

2300.1.3 maintain cordial relations with all persons entitled to the services of the District;; and, attempts to resolve all public and employee complaints, and shall encourage citizen participation in the affairs of the District, and

2300.1.4 Shall seek to carry into effect the expressed policies of the Board of Directors, including planning the short, medium and long term work programs for the District, facilitating constructive and harmonious Board relations. The General Manager shall translate the goals and objectives of the Board to the community, and

2300.1.5 Shall prepare and manage the District budget, conducting studies, making oral and written presentations, and

2300.1.6 Shall coordinate with the District consulting engineer, surveyor, accountant, legal counsel and Butte County Special Districts' Association as necessary for day to day activities of the District.

2300.2 Required Qualifications the General Manager shall possess a bachelor's degree in public administration, engineering or a related field. In lieu of such a degree and with approval of the District Board of Directors the manager may substitute a minimum of 10 years' experience in the field of public employment in which the manager has had direct experience in supervision, budgeting, administration of policies, codes, and laws governing such. In addition, the manager shall at all times possess a valid California driver's license.

~~2300.2 Required Qualifications. The General Manager shall possess a bachelors degree in public administration, engineering or a related field and shall have five years experience in an increasingly responsible public agency management position, and shall possess a valid California drivers license.~~

BOARD POLICY
Lake Oroville Area Public Utility District

2300.3 Desirable Qualifications. Ten years of management experience, or possession of a masters degree in engineering, public administration or a related field; the ability to efficiently prepare annual budgets and long-term revenue/outlay plans; the ability to effectively communicate, both written and verbal, with the constituents and other agency personnel; and the ability to meet and serve the public courteously and efficiently.



Manager's Report

To: Board of Directors
From: David Goyer, General Manager
Date: January 14, 2025

RE: Item #8 – Review and Approve the amendments to Board Policy 2152 – GM Compensation Schedule.

Attachments included.

Recommended Action:

A motion to approve the amendments to Board Policy 2152 - GM Compensation Schedule.

Roll call vote.

TITLE: GENERAL MANAGER COMPENSATION SCHEDULE

NUMBER: 2152

ADOPTED: July 10, 2012

AMENDED: October 11, 2022

EFFECTIVE: July 1, 2022

Range No.	Position Title	Step A DOH	Step B July 1, 2022	Step C July 1, 2023	Step D July 1, 2024	Step E July 1, 2025	Step F July 1, 2026
1	General Manager	87,360	99,738	104,725	109,961	115,459	121,232

General Manager Compensation Schedule Conditions:

Manager's Date of Hire (DOH), November 1, 2021

The General Manager is appointed by the Board and serves "at will".

General Manager Compensation Schedule is computed figuring a 5% increase per step beginning July 1st, 2022

Salary increases will take affect on July 1st of each fiscal year.

Review scheduled salary increase during the General Manager's annual performance review for Board approval.

No COLA increase between the date of hire and July 1, 2026 without amendment to this policy.

Existing Policy

BOARD POLICY
Lake Oroville Area Public Utility District

TITLE: GM Compensation Schedule
ADOPTION DATE: July 10, 2012

NUMBER: 2152
AMENDED DATE: February 11th 2025
EFFECTIVE DATE: February 14th 2025

RANGE		Step A	Step B	Step C	Step D	Step E	Step F
No.	Position Title	Date of Hire	July 1, 2022	July 1, 2023	July 1, 2024	July 1, 2025	July 1, 2026
1	General Manager	87,360	99,738	104,725	109,961	115,459	121,232

General Managers Compensation Conditions:

The Board of Directors appoints the General Manager, and the position is an “at will” position.
All compensation actions are based on the Manager’s Date of Hire.
Salary increases will be based on date of hire or as directed by the Board of Directors.
COLA increases will be the same amount at the same time as all other employees.
Compensation Schedule will be adjusted as needed as the annual budget dictates.

Amended Policy



Manager's Report

To: Board of Directors
From: David Goyer, General Manager
Date: January 14, 2025

RE: Item #9 – SC-OR Commissioner's Report

Please see attached December minutes and most recent flow reports for SC-OR (if available).

Manager's Report

To: Board of Directors
From: David Goyer, General Manager
Date: January 14, 2025

RE: Item #10 – Board Members', Manager, and Staff Comments

10.1 Field Operations Activity Report

The December 2024 Field Operations Activity Report is included (if available) for your review and discussion.

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

Attachment Included

10.2 General Manger's Report

Updates on ongoing activities:

- A-Line improvements projects Phase I & II, UPRR & Richman Group.
- Regional Lift station (River Ranch)
- On-going Board Policy update.

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

10.3 Engineer's Report

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

FIELD OPERATIONS ACTIVITY REPORT

DECEMBER 2024

Meetings and Compliance

- California State Water Resource Control Board: The District reported one Sanitary Sewer Overflow (SSO) for the month of December 2024. The SSO was caused by vandalism to a sanitary sewer manhole in the Kelly Ridge area. All required reporting and contact to local respective entities completed.
- Butte County Air Quality Management District: All permits to operate the emergency generator reports started and will update mid-January 2025.
- Daily/Weekly/Monthly compliance and safety inspections at all District facilities including equipment and vehicles.
- Special District Risk Management Authority: Various on-line safety topics.

General Updates

- River Ranch Subdivision: Additional +-800 LF of gravity pipe, 2 manholes, 22 laterals and 10 ADU laterals installed. This completes the gravity sewer on Dragonfly Way in the subdivision.
- Bidwell Marina: Experienced a pump-out contamination incident. Approximately 19 gallons of gasoline was pumped into their sewer system that migrated to the State Parks L/S. This did not reach our system thanks to the quick response of both entities. The situation was remediated and cleaned up by Clean Harbors Environmental Services. A follow up inspection resulted in normal operations for the Marina and State Parks.
- LOAPUD Maintenance Yard: Lock on the gate was cut and an intruder rummaged through the yard, nothing was stolen.

New Permits and Connections, Estimates, Inquiries or Termination

- 2278 Greenville Ave: New lateral repair permit that turned into a full lateral replacement.

Lines Cleaned

- 8651 LF Cleaned with the Eco 900 Combo-Vac Truck.

CCTV Work and I&I Inspections/Repairs

- 3707.5 LF of mainline inspected. 62 manholes inspected with 6 I&I repairs completed.

Maintenance, Repairs and Misc

- General grounds maintenance at the District office and Field Operations Building.
- Las Plumas L/S: Both pumps cleared of debris- flushable wipes clogged pumps.

Primary System Service Calls/OT Call Outs

- Service Calls: 2- (1) Water leak in the Carriage Manor Retirement Community; South Feather Water and Power issues with a service line. (2) Lateral issues after calling a plumber; Lateral is in need of replacement due to roots in an Orangeburg line.
- OT Call Outs: 4- (1) Bidwell Canyon L3 L/S, low flow alarm due to plugged pump. (2) Sanitary sewer vandalized in Kelly Ridge causing an overflow. (3) Power outages in the Kelly Ridge area. (4) High wet-well at Royal Oaks L/S caused by a power outage in the Kelly Ridge area.

Villa Verona Service Calls/OT Call Outs

- Service Calls: 4- All tanks serviced and/or pumped; one lid/riser repaired.
- OT Call Outs: 1- Tank was serviced.

Fuel Consumption

- Gasoline: 316.137gals (Last Mo. 241.072gals)
- Diesel: 608.2gals (Last Mo. 1087.4gals)

ADU = Additional Dwelling Unit
gals = gallons
LF = Linear Feet
Ft = Feet
L/S = Lift Station
I&I = Inflow & Infiltration
OT = Overtime

Prepared By:
Vince Victorino
Field Operations Supervisor



Manager's Report

To: Board of Directors

From: David Goyer, General Manager

Date: January 14, 2025

RE: Item #11 – Future Agenda Items