

**LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING  
DECEMBER 9, 2008**

**SALUTE TO THE FLAG**

President Kiely asked Director Ball to open the meeting with the salute to the flag.

**MOMENT OF SILENCE**

The Board observed a moment of silence in remembrance of our country's troops.

**CALL TO ORDER**

President Kiely called the meeting to order at 2:00 P.M. Directors present were Ball, Dennis, Fraser and Onken. Representing the District were Manager Brown, Field Operations Supervisor Magliocca, Clerk Rustenhoven and Engineer Knibb. Also attending the meeting was Mr. Michael Evans.

**OATH OF OFFICE**

Notary Public/Clerk Rustenhoven administered the Oath of Office to Directors T.C. Dennis, Keith J. Fraser and Steven C. Onken who had been successfully re-elected to the positions of Director of the Board of Lake Oroville Area Public Utility District.

**BOARD MEETING MINUTES**

The Board reviewed the minutes of the Regular Board Meeting of November 12, 2008. After discussion, it was moved by Director Ball and seconded by Director Fraser that the minutes of the Regular Board Meeting of November 12, 2008 be approved as presented. The motion passed with a unanimous affirmative vote.

**FINANCIAL REPORT AND AUTHORIZATION OF WARRANTS**

The Board reviewed the Financial Report for the month of November 2008. After discussion it was moved by Director Onken and seconded by Director Dennis that the Financial Report ending November 30, 2008 be approved and that bank transfers No. 53637, and 70638 (Account #11697-80000) totaling \$10,598.12 and Warrants No. 11334 through 11414 (Account #191047059) totaling \$82,456.93 and Warrant No. 1008 through 1010 (Account #191047047) totaling \$1,431.03 be approved for payment. The motion passed with a unanimous affirmative vote.

**AMEND BOARD POLICY NO. 3060 – RECORDS RETENTION**

Manager Brown remarked a Draft Policy No. 3060 was presented to the Board at the November Meeting for review. There were no further changes made to the Draft and at this time Manager Brown was recommending Amending of Board Policy No. 3060, Record Retention.

After discussion it was moved by Director Fraser and seconded by Director Ball to Amend Board Policy No. 3060 Record Retention. President Kiely asked for a Roll Call, the results were as follows:

AYES: President Kiely, Director Ball, Dennis, Fraser and Onken.

The motion passed with a unanimous vote.

### **ADOPT RESOLUTION NO. 12-08 PAYING AND REPORTING THE VALUE OF EMPLOYER PAID MEMBER CONTRIBUTIONS**

Manager Brown reported this Resolution is part of the CalPERS requirement for reporting contributions. Manager Brown added with the adoption of this Resolution, the District will begin to report the value of the Employer Paid Contributions as compensation to CalPERS. Manager Brown recommended the Board Adopt Resolution No. 12-08.

After discussion it was moved by Director Ball and seconded by Director Onken to Adopt Resolution No. 12-08 Paying and Reporting the Value of Employer Paid Member Contributions.

### **ANNUAL BOARD REORGANIZATION**

President Kiely opened the meeting to nominations for Board Officers. Director Ball nominated Director Fraser for the office of President. Director Ball moved to close the nominations, Director Dennis seconded the motion. President Kiely asked for a vote on the nomination. The motion passed with a unanimous affirmative vote. The results were as follows:

AYES: President Kiely, Director Ball, Dennis, Fraser and Onken.

Director Fraser nominated Director Onken as Vice President. Director Fraser moved to close the nominations, Director Kiely seconded the motion. President Kiely asked for a vote on Director Onken for Vice-President. The motion passed with a unanimous affirmative vote. The results were as follows:

AYES: President Kiely, Director Ball, Dennis, Fraser and Onken.

### **RIO D' ORO DEVELOPMENT PRESENTATION**

Mr. Michael Evans provided a report to the Board regarding Rio D' Oro, a Master Planned Community in which he has been involved with the developer KB Homes. The area of the proposed development is generally located South of Oroville Along the West Side of the Hwy 70 entrance to town and will include the development of some 6000 acres. Mr. Evans updated the Board by providing this report and also raised the awareness of the Board as the Developer may approach the District for sewer service.

Mr. Michael Evans left the meeting at 2:33 P.M.

### **SEWER TECHNICAL ADVISORY COMMITTEE MEETING**

Manager Brown reported the next Oroville Area Sewer Meeting, the Technical Advisory Committee is scheduled for December 10, 2008, and he will provide a report at next month's Regularly Scheduled Meeting.

### **SEWER SERVICE CHARGE PAYMENTS BY CREDIT CARD**

Manager Brown reported the District was now accepting sewer service charge payments by credit card, both over the front office counter and via the telephone. Manager Brown further reported soon payments could be submitted via District's website. Manager Brown stated that any related fees incurred with the new depository system will be evaluated and analyzed for possible surcharge recapture.

## **SEWER SERVICE CHARGE BILLING**

Manager Brown provided a follow up report on the Sewer Service Charge Billing. Upon review of the enclosed Monthly Payments '07-08' schedule provided, when the bills are sent out from the middle to the end of the month, the second month of the billing quarter is when the District receives an increase in revenue. In an effort to improve this cash flow, we will now be striving to send the bills out by the 7<sup>th</sup> day of the first month of the billing quarter.

Manager Brown further reported the District has preprinted billing statements for the next two billing cycles. As the supply is exhausted we will review the present language and consider revisions. Staff will also take into consideration the earlier billing delivery period and the receipt of credit card payments and analyze the affect on our cash flow, and make any adjustments necessary.

## **VILLA VERONA GRAVITY LINE EXTENSION - STATUS**

Manager Brown stated the Design is complete for the Phase 1 Gravity Main Line Extension of the Villa Verona. Stating the District is still waiting on some of the Agency permits. All of the easements have been prepared and sent to the property owners. Manager Brown further reported The District has not had much success in obtaining any of the construction and permanent easements. Manager Brown added this is a good project and hoped our crew can start next spring. Also discussed were options for obtaining project easements.

## **TID NAME CHANGE - THERMALITO WATER AND SEWER DISTRICT (TWSD)**

Manager Brown stated this item was added to the Agenda as a matter of record. The purpose was to provide a report that Thermalito Irrigation District will now be known as Thermalito Water & Sewer District (TWSD).

## **CSDA BOARD VACANCY - REGION 2**

Manager Brown reported the CSDA Board of Directors currently has an open seat in Region 2. The vacancy appointment will be made by the CSDA Board of Directors January 16, 2009 and will serve until Fall 2009. Manager Brown asked if anyone was interested in this appointment to please let him know.

## **SC-OR COMMISSIONER'S REPORT**

Director Dennis reported SC-OR is working on a standardized "Development Agreement" in which all the entities would utilize. Director Dennis further reported Superintendent Sousa had met with Legal Counsel Meith to discuss the "Development Agreement" but had nothing further to report.

## **BCSDA REPRESENTATIVES' AND LAFCO REPORT**

Manager Brown reported T.C. Dennis of LOAPUD, Jim Brinson of DRPD, Dianne Harmacek of PRPD and Ken Hunt of PID all had been successfully elected to the BCSDA Executive Board.

## **BOARD MEMBER'S, MANAGER AND STAFF COMMENTS**

Director Onken wished everyone a Happy Holiday.

## **ADJOURNMENT TO BIDWELL CANYON RECREATION HALL, 6:00 P.M.**

There being no further business to come before the Board the meeting was adjourned at 3:03 P.M.

Respectfully submitted,

Janette Rustenhoven,  
Clerk of the Board