

# AGENDA

## LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS

Special Meeting Scheduled 8:00 A.M. July 2, 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, due to the shelter in place orders, we are meeting remotely using Zoom Meetings for the foreseeable future. We invite you to join today's scheduled Zoom meeting 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: 890-9061-2526**  
**Password: 077027**

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.
3. **BOARD CONSIDERATION AND APPOINTMENT OF SUCCESSOR TO FILL BOARD MEMBER VACANCY**  
*DISCUSSION WITH POSSIBLE ACTION*
4. **BUTTE COUNTY LOCAL EARLY ACTION PLANNING (LEAP) GRANT OPPORTUNITY**  
Manager McCutcheon will brief the Board on a grant funding opportunity for the District.  
*DISCUSSION WITH POSSIBLE ACTION*

## **REPORTS AND CONSULTATIONS**

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

**6. ADJOURNMENT**

## **Manager's Report**

**To:** Board of Directors  
**From:** Scott McCutcheon, General Manager  
**Date:** July 2, 2020-SPECIAL MEETING

**RE:** Item No. 4 – Board Consideration and Appointment of Successor to Fill Board Member Vacancy

Due to an unfortunate circumstance, the candidate selected at the June regular meeting to fill the vacant seat left by Director Kiely, Dennis Jagoda, has had to withdraw. Therefore, the Board is requested to appoint a Director from the remaining two candidates:

1. Mr. Don Hosley
2. Ms. Lori Rodgers

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

*Recommended Action:* Consider candidate qualifications and appoint a new Director to fill the open position.



## Manager's Report

**To:** Board of Directors  
**From:** Scott McCutcheon, General Manager  
**Date:** July 2, 2020-SPECIAL MEETING

**RE:** Item No. 5 – Local Early Action Planning (LEAP) Grant Funding

On June 17, 2020, Butte County contacted the District with a grant opportunity. The application had a tight deadline and a submittal was required by July 1, 2020. Included in your packet is a scope of work and letter agreement that was signed in order to process the grant application. The grant will be applied for by the County, and the grant funds will be administered through them-should they be awarded. It is an excellent opportunity for the District.

Attachment Included

*Recommended Action:* None



**Department of Development Services**

Paula Daneluk, Director  
Pete Calarco, Assistant Director

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[buttecounty.net/dds](http://buttecounty.net/dds)

June 29, 2020

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

Dear Mr. McCutcheon:

**Re: Letter Agreement for the County of Butte (Development Services Department) and the Lake Oroville Area Public Utility District concerning the preparation of the Las Plumas Area Gravity Sewer Interceptor Utilizing Local Early Action Planning (LEAP) Grants Funds.**

The County of Butte desires to proceed with assisting the Lake Oroville Area Public Utility District (LOAPUD) with the preparation of plans for the Las Plumas Area Gravity Sewer Interceptor to facilitate the development of housing in Butte County. This will be accomplished through the use of funds under the State of California's Local Early Action Planning (LEAP) Grants Funds. The potential service area to be served by the new regional lift station supported by this project is within the South Oroville/Las Plumas Area as identified in the Butte County General Plan 2030. The lift station will be designed to accommodate 1,440 equivalent dwelling units, the majority of which will consist of residential customers.

Butte County understands that LOAPUD desires to retain a consultant to prepare a variety of planning documents in support of the Las Plumas Area Gravity Sewer Interceptor utilizing LEAP Planning Grant funds as set forth in the LEAP grant application. This is an acceptable approach to Butte County with the condition that Butte County be consulted on the selection process and that the consultant be jointly acceptable to both agencies. To ensure that the process goes smoothly, Butte County has prepared this Letter Agreement that outlines the process and the responsibilities of each agency. When signed by both parties, this letter constitutes a LETTER AGREEMENT between Butte County Development Services and LOAPUD regarding LOAPUD's proposed Las Plumas Area Gravity Sewer Interceptor planning project.

## **Determinations**

1. LOAPUD, through its staff, shall have final oversight, review, and approval authority over the content of the public review drafts and final versions of the Las Plumas Area Gravity Sewer Interceptor project. The County of Butte shall have the right to review and request reasonable changes to the draft documents.
2. The County of Butte and LOAPUD understand that the County of Butte, through LEAP Planning Grant funds, shall assist with the cost of the preparation of the Las Plumas Area Gravity Sewer Interceptor project. Cost over and above the grant amount shall be incurred by LOAPUD.
3. The County of Butte and LOAPUD agree to use all reasonable efforts and due diligence to process the Las Plumas Area Gravity Sewer Interceptor project through to completion in a timely fashion that meets the LEAP grant funding deadlines.
4. LOAPUD and the County of Butte agree to the following sequence of actions to be taken to complete processing of the Las Plumas Area Gravity Sewer Interceptor project:
  - a. LOAPUD selects and contracts with a qualified consultant for preparation of the Las Plumas Area Gravity Sewer Interceptor project with LOAPUD and County of Butte staff approving the consultant's scope of work.
  - b. Preparation of all work as indicated in the scope of work for the LEAP grant in support of the Las Plumas Area Gravity Sewer Interceptor project by the selected consultant utilizing a LOAPUD approved format for all documents and work products.
  - c. LOAPUD staff reviews all documents in support of the Las Plumas Area Gravity Sewer Interceptor project.
  - d. LOAPUD staff shall administer the consultant, collect invoices on a task-by-task basis and shall be responsible for transmitting all invoices, billing and costs to the County of Butte in a timely manner.
  - e. Butte County staff shall be the administrator of the LEAP Grant funds and shall be responsible for the timely payment of all costs to LOAPUD.
  - f. Optional review of public review documents by County of Butte staff during public review period.

Nothing contained in this Letter Agreement is intended, nor shall it be construed, to commit,

control, or influence in any manner whatsoever the authority, judgment, or discretion of LOAPUD in their future actions on all or any aspect of this project.

Please sign and date where indicated below, and return two (2) copies of this LETTER AGREEMENT. Once the LETTER AGREEMENT has been executed on behalf of LOAPUD, I will return a fully executed copy to the County of Butte. If you have any questions, please contact Planning Manager Dan Breedon at (530) 552-2538 or dbreedon@buttecounty.net.

Sincerely,



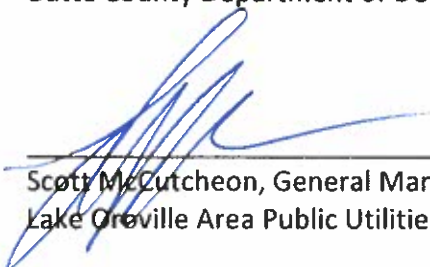
Paula M. Daneluk, AICP, Director  
Butte County Department of Development Services

**LETTER AGREEMENT PROVISIONS**

The undersigned hereby agree to the provisions of this Letter Agreement as set forth hereinabove.

 Date 6-29-2020

Paula M. Daneluk, AICP, Director  
Butte County Department of Development Services

 Date 6-29-2020

Scott McCutcheon, General Manager  
Lake Oroville Area Public Utilities District

## Las Plumas Area Gravity Sewer Interceptor

The Lake Oroville Area Public Utility District (LOAPUD) provides sewer collection and conveyance services in the unincorporated areas of Butte County generally to the south and east of the City of Oroville. The District has anticipated, in their master planning and their latest Sphere of Influence update, serving areas between Oroville and Palermo as those areas are developed. LOAPUD also recognizes that lack of sewer services in that area are one of the major infrastructure hurdles facing developers.

LOAPUD is in the process of designing a new regional sewer lift station and force main pipeline near the intersection of Ophir Road and Lincoln Boulevard. Construction is scheduled to begin in Winter 2020 with completion in Spring 2021. The lift station will initially serve the proposed River Ranch mixed use development, but will be designed and constructed to accommodate a much larger service area.

The potential service area to be served by the new regional lift station is within the South Oroville/Las Plumas Area as identified in the Butte County General Plan 2030. The lift station will be designed to accommodate 1,440 equivalent dwelling units, the majority of which will consist of residential customers. In order to take advantage of the lift station, however, new development will require new gravity sewer pipelines to convey sewage from on-site sewer pipelines to the lift station, none of which are currently built. A new gravity sewer trunk line, or interceptor, will provide points of connection for new housing projects to utilize the regional lift station.

LOAPUD is currently proposing the planning, design, and eventual construction of a new gravity sewer interceptor to convey sewer flows from the South Oroville/Las Plumas Area to the new regional lift station. The planning and design aspects of this project are the subject of this grant application.

Planning and design tasks for the Las Plumas Area Gravity Sewer Interceptor include the following:

- Environmental review in compliance with CEQA
- Easement/Right of Way acquisition
- Topographical survey
- Pipeline design drawings and technical specifications

### SCOPE COST AND TIME ESTIMATES

#### CEQA Environmental Review

#### Some Activities Happening Concurrently-Start 10-1-2020-Finish 10-1-2022

Initial Study	\$ 40,000	4 mos.
Wetland Delineation	\$ 40,000	4 mos.
Biological Assessment	\$ 20,000	4 mos.
Cultural Resources Survey	\$ 20,000	4 mos.
Final CEQA Reports/ACE Review and Concurrence	\$ 40,000	24 mos.
<b>Total</b>	<b>\$160,000</b>	<b>24 mos.</b>



Easement/Right of Way Acquisition

Some Activities Happening Concurrently-Start 10-1-2022-Finish 02-01-2023

ROW Survey	\$ 25,000	1 mos.
Easement Appraisals	\$ 10,500	3 mos.
Baseline Documentation	\$ 14,000	3 mos.
Phase I Environmental Assessment	\$ 14,000	3 mos.
Title Reports and Documentation	\$ 7,000	3 mos.
Legal Support	\$ 7,000	3 mos.
Recordation	\$ 3,500	3 mos.
<b>Total</b>	<b>\$ 81,000</b>	<b>4 mos.</b>

Design Topographical Survey

Some Activities Happening Concurrently-Start 02-01-2023-Finish 04-01-2023

Control, Benchmarks, Mapping	\$ 8,000	1 mos.
Topo Map Aerial Photogrammetry	\$ 7,300	1 mos.
Orthophoto	\$ 1,200	1 mos.
<b>Total</b>	<b>\$ 16,500</b>	<b>2 mos.</b>

Project Design

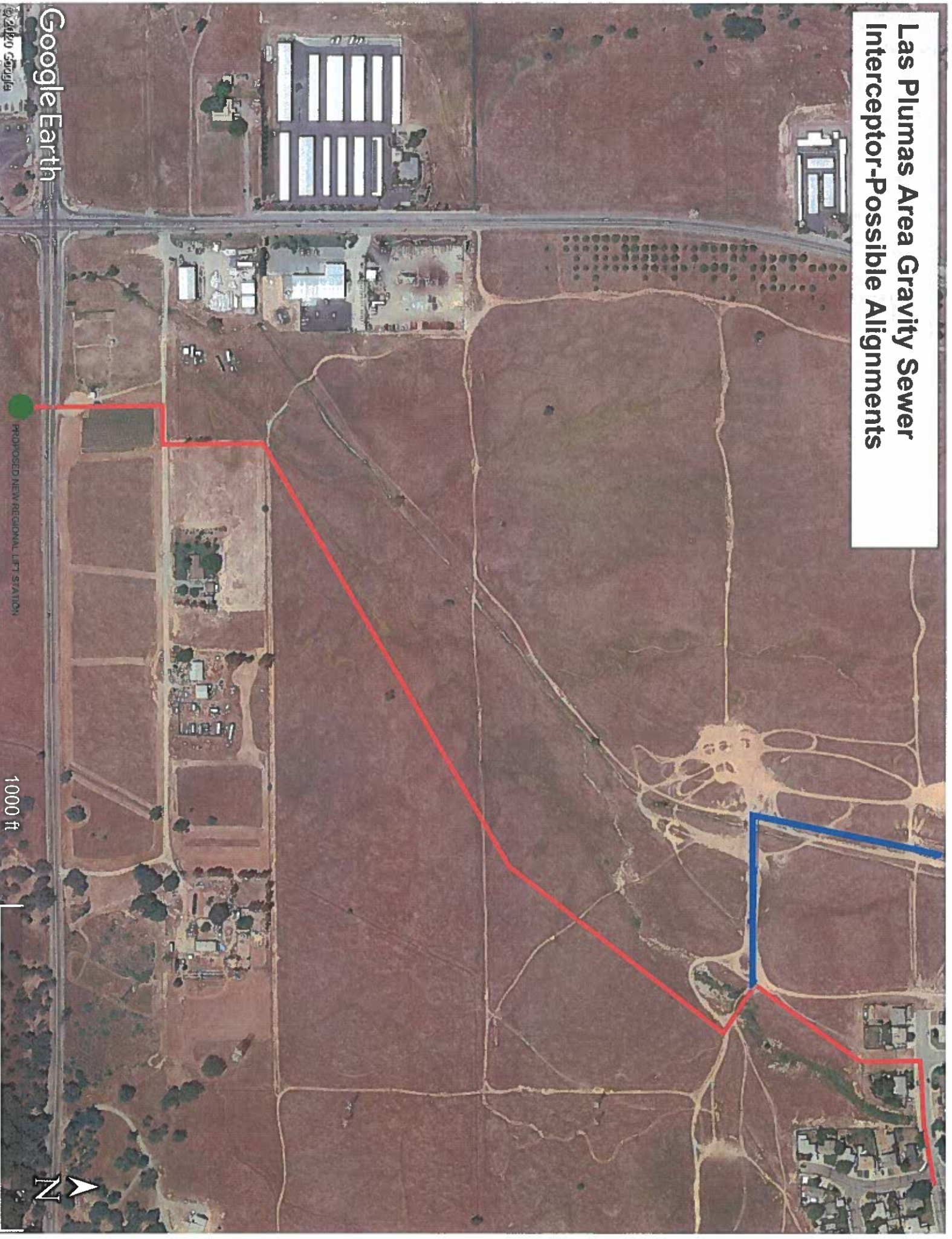
Some Activities Happening Concurrently-Start 04-01-2023-Finish 08-01-2023

Preliminary Design, Alignment Study	\$ 7,900	3 mos.
Design Drawings and Technical Specifications	\$ 20,900	3 mos.
<b>Total</b>	<b>\$ 28,800</b>	<b>4 mos.</b>

**Project Planning and Design Total\* \$286,300 34 mos.**  
**Start 10-1-2020-Finish 08-1-2023**

\*Times are approximate and assume concurrence/overlap where appropriate to arrive at projected duration to completion.

# Las Plumas Area Gravity Sewer Interceptor-Possible Alignments



Google Earth

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PROPOSED NEW REGIONAL LIFT STATION

1000 ft





## **Manager's Report**

**To:** Board of Directors

**From:** Scott McCutcheon, General Manager

**Date:** July 2, 2020-SPECIAL MEETING

**RE:** Item No. 6 – Board Members', Staff, and Manager Comments