



AGENDA

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

Board of Directors
Regular Meeting
September 12, 2023 – 2:00 PM

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

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.”

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

Dial in: 1-669-900-9128
Meeting ID: 880 6064 2330
Passcode: 747016

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

1. 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 August 8, 2023

2.2 Financial Reports for Month Ending August 31, 2023

2.3 Claims Report for Month Ending August 31, 2023

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

4. **CLOSED SESSION - CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION**

(Paragraph (1) of subdivision (d) of [Section 54956.9](#))

Name of case: Claim submitted by Aiman-Smith & Marcy on Behalf of Cari McCormick

LIABILITY CLAIMS

Claimant: Aiman-Smith & Marcy on Behalf of Cari McCormick

Agency claimed against: Lake Oroville Areas Public Utility District

5. **BARTLE WELLS ASSOCIATES PROPOSAL TO CONDUCT A WASTEWATER RATE STUDY**

The Board will review and consider approving the proposal from Bartle Wells to Conduct a Wastewater Rate Study.

6. **OROVILLE ARTS COMMISSION, 2023 PROJECT APPLICATION FOR THE "ART IN PUBLIC PLACES / OROVILLE BEAUTIFICATION".**

The Board will hear a presentation by local artist Mr. Ted Hanson regarding a mural project at LOAPUD #2.

The Board will review and consider directing GM Goyer to complete and sign the application for the Oroville Arts Commission 2023 Project Application for the "Art in Public Places/Oroville Beautification".

DISCUSSION WITH POSSIBLE ACTION

REPORTS AND CONSULTATIONS

7. **LAFCO & SC-OR COMMISSIONER'S REPORT**
8. **BOARD MEMBERS', MANAGER, AND STAFF COMMENTS**
 - **FIELD OPERATIONS ACTIVITY REPORT**
 - **MANAGER'S REPORT**
9. **FUTURE AGENDA ITEMS**
10. **ADJOURNMENT**



Manager's Report

To: Board of Directors

From: David Goyer, General Manager

Date: September 12, 2023

RE: Item No. 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: September 12, 2023
RE: Item No. 2 – Consent Agenda

Item No. 2.1 **Board Meeting Minutes** - Minutes from the August 8, 2023 Regular Board meeting are included for the Board's review and approval.

Item No. 2.2 **Financial Reports** – Cash Report and Income Statement through August 31, 2023 is attached for the Board's review and approval.

Item No. 2.3 **Payment of Claims** - The August 31, 2023 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 August 8, 2023, and approve the Financial Reports and Payment of Claims from August 31, 2023 as presented.

Roll call vote.

**UNADOPTED
LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
BOARD OF DIRECTORS MEETING
AUGUST 8, 2023**

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 and Board Clerk (BC) Hamblin represented the District in person.

SALUTE TO THE FLAG

Director Mastelotto 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 Board Meeting of July 11, 2023, the Financial Reports and the Claims List for month ending July 31, 2023. 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, Salvucci, and Sharman.

PROPOSAL FROM SAUERS ENGINEERING INC. FOR THE A-LINE PIPELINE REPLACEMENT

The Board reviewed the proposal dated 06/28/2023 from Sauers Engineering Inc. to provide the engineering services for the replacement of approximately 2,800 feet of pipe and eight manholes along the District's A-Line between the new Lincoln Street Affordable Development and the District's State Line Interceptor east of 5th Ave. After discussion, it was moved by Director Mastelotto and seconded by Director Sharman to approve Sauers Engineering, Inc. proposal dated 06/28/2023 for Engineering Services for the A-Line Pipeline Replacement with a "not to exceed" total cost \$37,100.00 The following roll call vote was taken:

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

PROPOSAL FROM NORTHSTAR TO COMPLETE THE A-LINE SEWER SURVEY

The Board reviewed the proposal from NorthStar to complete all services to provide the District and Sauers Engineering with a completed topographical survey for the A-Line Sewer Improvements t for an estimated amount of \$9,000.00. After discussion, it was moved by Director Salvucci and seconded by Director Marciniak to approve NorthStar’s proposal to complete a topographical survey for the A-Line Sewer Improvements with a “not to exceed” total cost \$10,350.00. The following roll call vote was taken:

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

REQUEST TO PURCHASE ENCROACHMENT PERMIT FROM UNION PACIFIC RAILROAD FOR THE A-LINE PIPELINE REPLACEMENT AND SEWER IMPROVEMENT PROJECT

The Board reviewed the request from GM Goyer to purchase an encroachment permit from Union Pacific Railroad for the A-line Pipeline Replacement and Sewer Improvement Project. After discussion, it was moved by Director Mastelotto and seconded by Director Salvucci to approve the purchase of an encroachment permit from Union Pacific Railroad for the A-Line Pipeline Replacement and Sewer Improvement Project in an amount not to exceed \$2,000.00. The following roll call vote was taken:

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

REVIEW PROPOSED CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) ENVIRONMENTAL INITITAL STUDY AND NEGATIVE DECLARATION FOR THE PROPERTY LOCATED AT 3520 SPENCER AVE. APN# 035-106-005

The Board reviewed the proposed CEQA Environmental Initial Study and Negative Declaration for the property located at 3520 Spencer Ave. APN# 035-106-005. After discussion, a motion was made by Director Salvucci and seconded by Director Mastelotto to take action on the following four (4) items for the property located at 3520 Spencer Ave. APN #035-106-005:

1. Authorize the filing of the proposed Negative Declaration and Environmental Initial Study with the Office of the Butte County Clerk.
2. Authorize the circulation of the proposed Negative Declaration and Environmental Initial Study with responsible and interested agencies and with the State Clearinghouse.
3. Authorize publication of a Notice of Public Review Period and Public Hearing on the proposed Negative Declaration.
4. Schedule a public hearing for the proposed Negative Declaration at the regular Board Meeting on September 12, 2023.

The following roll call vote was taken:

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

LAFCo REPORT

No LAFCo Report.

SC-OR COMMISSIONERS' REPORT

Director Mastelotto stated that the contract for Ruddy Creek had not been executed at this time.

BOARD MEMBERS', MANAGER, AND STAFF REPORTS

GM Goyer presented the Field Operations Report

GM Goyer presented the Manager's Report

- Reported on the Electrical Safety Training at SC-OR.
- Updated the Board on the status of the River Ranch Agreement and time extension.
- Presented the submissions for the name of the building at 3515 Myers Street.
- Presented the color scheme and mural ideas for the building at 3515 Myers Street.

ADJOURNMENT

There being no further business to come before the Board the meeting was adjourned at 2:44 P.M.

Respectfully submitted,

Kelly Hamblin,
Clerk of the Board

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Cash Report
For the Accounting Period: 8/23

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
53 Sewer						
10001 Five Star Bank - General	458,468.64	111,360.18	0.00	627.64	212,421.29	356,779.89
10021 Five Star USDA	77,101.30	0.00	0.00	0.00	0.00	77,101.30
10031 Five Star Money Market	2,206,949.97	0.00	0.00	0.00	0.00	2,206,949.97
10400 LAIF 10401 Series A Bond	2,778,774.78	0.00	0.00	0.00	0.00	2,778,774.78
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	5,628,842.69	111,360.18		627.64	212,421.29	5,527,153.94
55 RIVER RANCH OROVILLE LLC						
10001 Five Star Bank - General	10,447.65	0.00	0.00	0.00	0.00	10,447.65
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	-50,887.88	0.00	0.00	0.00	0.00	-50,887.88
62 PALERMO WASTEWATER CONSOLIDATION						
10001 Five Star Bank - General	-16,035.00	0.00	0.00	0.00	0.00	-16,035.00
71 Payroll Clearing						
10001 Five Star Bank - General	887.60	0.00	67,826.75	63,120.57	0.00	5,593.78
73 Claims Clearing						
10001 Five Star Bank - General	21,335.68	0.00	153,972.64	15,684.92	0.00	159,623.40
Totals	5,528,433.42	111,360.18	221,799.39	79,433.13	212,421.29	5,569,738.57

*** 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.

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Combined Check Register
For the Accounting Period: 8/23

Claims

Check #	Check Type	Vendor/Employee/Payee Number/Name	Check Amount	Date		Notes
				Period	Issued	
-99773	Clm E	30 CA PUBLIC EMPLOYERS' RETIREMENT S	13320.42	8/23	08/11/23	
-99772	Clm V	Check not processed in this period	0	/	0 / /	
-99771	Clm E	172 STRATTI	1664.50	8/23	08/11/23	
-99770	Clm E	30 CA PUBLIC EMPLOYERS' RETIREMENT S	700.00	8/23	08/25/23	
-89085*	Pay P	2 ROBERT L BRODERSON	2083.03	8/23	08/11/23	
-89084	Pay P	22 COOPER DAVIS	1698.82	8/23	08/11/23	
-89083	Pay P	21 DAVID GOYER	2549.22	8/23	08/11/23	
-89082	Pay P	4 KELLY J HAMBLIN	2040.44	8/23	08/11/23	
-89081	Pay P	23 TROY MOENCH	1319.04	8/23	08/11/23	
-89080	Pay P	15 SHAWN PETERSON	1840.33	8/23	08/11/23	
-89079	Pay P	11 ANNELYN A RACKLEY	603.14	8/23	08/11/23	
-89078	Pay P	19 VINCENT M VICTORINO	2112.96	8/23	08/11/23	
-89077	Pay P	2 ROBERT L BRODERSON	2008.90	8/23	08/25/23	
-89076	Pay P	22 COOPER DAVIS	1490.08	8/23	08/25/23	
-89075	Pay P	21 DAVID GOYER	2549.22	8/23	08/25/23	
-89074	Pay P	4 KELLY J HAMBLIN	2040.44	8/23	08/25/23	
-89073	Pay P	16 ROBERT MARCINIAK	365.80	8/23	08/25/23	
-89072	Pay P	9 ANGELA D MASTELOTTO	365.80	8/23	08/25/23	
-89071	Pay P	23 TROY MOENCH	1306.69	8/23	08/25/23	
-89070	Pay P	15 SHAWN PETERSON	2143.50	8/23	08/25/23	
-89069	Pay P	11 ANNELYN A RACKLEY	540.91	8/23	08/25/23	
-89068	Pay P	17 RICHARD SALVUCCI	365.80	8/23	08/25/23	
-89067	Pay P	19 VINCENT M VICTORINO	2112.96	8/23	08/25/23	
-89066	Pay P	CALPERS 457 CAL 457	2354.74	8/23	08/25/23	
-89065	Pay P	PERS CLASS CAL PERS CLASSIC	4768.40	8/23	08/25/23	
-89064	Pay P	PEPRA CAL PERS PEPRA	3598.24	8/23	08/25/23	
-89063	Pay P	CA TRAIN (ETT) EDD	1954.61	8/23	08/25/23	
-89062	Pay P	FIT EFTPS	11529.40	8/23	08/25/23	
-89061	Pay P	HEALTH INS LAKE OROVILLE AREA PUD	7822.02	8/23	08/25/23	
-89060	Pay P	AD&D LOPUD	1556.08	8/23	08/25/23	
23488*	Clm SC	12 AT & T	185.21	8/23	08/04/23	
23489	Clm SC	32 CA WATER SERVICE	31.33	8/23	08/04/23	
23490	Clm SC	38 COMCAST	184.56	8/23	08/04/23	
23491	Clm SC	41 COOK CONCRETE PRODUCTS	5657.44	8/23	08/04/23	
23492	Clm SC	50 DURHAM-PENTZ TRUCK CENTER	211.73	8/23	08/04/23	
23493	Clm SC	194 GLOBAL OFFICE INC.	125.62	8/23	08/04/23	
23494	Clm SC	79 MIRY'S CLEANING SERVICES	295.00	8/23	08/04/23	
23495	Clm SC	85 NORTHERN CA GLOVES	219.50	8/23	08/04/23	
23496	Clm SC	93 PACIFIC GAS & ELECTRIC	6674.43	8/23	08/04/23	
23497	Clm SC	102 QUADIENT LEASING USA, INC	346.34	8/23	08/04/23	
23498	Clm SC	115 SOUTH FEATHER WATER	33.11	8/23	08/04/23	
23499	Clm SC	119 STREAMLINE	249.00	8/23	08/04/23	
23500	Clm SC	139 VERIZON WIRELESS	438.02	8/23	08/04/23	
23501	Clm SC	143 WEIMER AND SONS	163.75	8/23	08/04/23	
23502	Clm SC	14 BETTER DEAL EXCHANGE	23.35	8/23	08/11/23	
23503	Clm SC	18 BUTTE CO AIR QUALITY	406.92	8/23	08/11/23	
23504	Clm SC	24 BUTTE COUNTY PUBLIC HEALTH DEPT	3720.00	8/23	08/11/23	
23505	Clm SC	29 BUTTE LAFCO	2620.09	8/23	08/11/23	

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)

LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Combined Check Register
For the Accounting Period: 8/23

Claims

Check #	Check		Check Amount	Date		Notes
	Type	Vendor/Employee/Payee Number/Name		Period	Issued	
23506	Clm SC	32 CA WATER SERVICE	88.10	8/23	08/11/23	
23507	Clm SC	45 DAN'S ELECTRICAL SUPPLY	4.30	8/23	08/11/23	
23508	Clm SC	46 DATATREE	99.00	8/23	08/11/23	
23509	Clm SC	48 DEL MAR EQUIPMENT	284.85	8/23	08/11/23	
23510	Clm SC	168 DUKE SHERWOOD CONTRACTING INC	3576.88	8/23	08/11/23	
23511	Clm SC	999999 LUZ FLORES	158.73	8/23	08/11/23	
23512	Clm SC	108 NAPA AUTO PARTS	12.98	8/23	08/11/23	
23513	Clm SC	98 PETERSON TRACTOR	245.06	8/23	08/11/23	
23514	Clm SC	106 RECOLOGY BUTTE COLUSA COUNTIES	105.04	8/23	08/11/23	
23515	Clm SC	999998 RICHARD SALVUCCI	454.86	8/23	08/11/23	
23516	Clm SC	172 STRATTI	10902.07	8/23	08/11/23	
23517	Clm SC	166 VALLI INFORMATION SYSTEMS, INC	198.40	8/23	08/11/23	
23518	Clm SC	143 WEIMER AND SONS	348.49	8/23	08/11/23	
23519	Clm SC	38 COMCAST	846.72	8/23	08/18/23	
23520	Clm SC	194 GLOBAL OFFICE INC.	77.26	8/23	08/18/23	
23521	Clm SC	58 HOBBS PEST SOLUTIONS, INC	62.00	8/23	08/18/23	
23522	Clm SC	108 NAPA AUTO PARTS	11.89	8/23	08/18/23	
23523	Clm SC	109 SAUERS ENGINEERING INC	6372.50	8/23	08/18/23	
23524	Clm SC	133 UMPQUA BANK	4224.21	8/23	08/18/23	
23525	Clm SC	143 WEIMER AND SONS	383.30	8/23	08/18/23	
23526	Clm SC	21 BUTTE COUNTY CLERK-RECORDER	115.00	8/23	08/16/23	
23527	Clm SC	11 ANSWERLINE COMMUNICATIONS	250.00	8/23	08/25/23	
23528	Clm SC	14 BETTER DEAL EXCHANGE	46.00	8/23	08/25/23	
23529	Clm SC	17 BLUE SHIELD OF CA	7103.17	8/23	08/25/23	
23530	Clm SC	190 CANON FINANCIAL SOLUTIONS	178.46	8/23	08/25/23	
23531	Clm SC	58 HOBBS PEST SOLUTIONS, INC	80.00	8/23	08/25/23	
23532	Clm SC	67 KNIFE RIVER CONSTRUCTION	1144.20	8/23	08/25/23	
23533	Clm SC	196 NORTH STATE TIRE CO	736.58	8/23	08/25/23	
23534	Clm SC	115 SOUTH FEATHER WATER	72.24	8/23	08/25/23	
23535	Clm SC	195 UNITED RENTALS	941.22	8/23	08/25/23	
23536	Clm SC	143 WEIMER AND SONS	184.22	8/23	08/25/23	
23537	Clm SC	12 AT & T	196.54	8/23	09/01/23	
23538	Clm SC	14 BETTER DEAL EXCHANGE	38.92	8/23	09/01/23	
23539	Clm SC	32 CA WATER SERVICE	100.48	8/23	09/01/23	
23540	Clm SC	38 COMCAST	298.37	8/23	09/01/23	
23541	Clm SC	48 DEL MAR EQUIPMENT	230.53	8/23	09/01/23	
23542	Clm SC	194 GLOBAL OFFICE INC.	64.84	8/23	09/01/23	
23543	Clm SC	60 HUMANA	581.93	8/23	09/01/23	
23544	Clm SC	70 LAKEVIEW PETROLEUM CO	5271.80	8/23	09/01/23	
23545	Clm SC	78 MINASIAN LAW	1001.00	8/23	09/01/23	
23546	Clm SC	154 PAC MACHINE CO., INC	69184.03	8/23	09/01/23	
23547	Clm SC	115 SOUTH FEATHER WATER	24.42	8/23	09/01/23	
23548	Clm SC	139 VERIZON WIRELESS	401.73	8/23	09/01/23	
88243*	Pay P	5 DARIN K KAHALEKULU	1953.29	8/23	08/11/23	
88244	Pay P	6 DEE G FAIRBANKS	365.80	8/23	08/25/23	
88245	Pay P	5 DARIN K KAHALEKULU	1953.29	8/23	08/25/23	
88246	Pay P	13 WILLIAM P SHARMAN	365.80	8/23	08/25/23	
88247	Pay P	AFLAC 125 AFLAC	68.00	8/23	08/25/23	

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)

Grand Total # of Checks:	96	Total:	221799.39	Total Claims	153972.64	Total Payroll	67826.75
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LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
Income Statement
For the Accounting Period: 8 / 23

Combined Funds

Account Object	Description	----- Current Year -----				%
		Current Month	Current YTD	Budget	Variance	
Revenue						
41100	Sewer Service Charge	87.50	20.57	1,727,271.00	-1,727,250.43	
41150	Pumping Charge			128,000.00	-128,000.00	
41200	Kelly Ridge Pumping Chg (Taxes)		3,267.00	45,000.00	-41,733.00	7
	Total Revenue	87.50	3,287.57	1,900,271.00	-1,896,983.43	
Expenses						
51000	Administration					
60100	Salaries & Wages	21,216.78	41,652.36	275,850.00	234,197.64	15
60200	Sick Time Buy Back			2,000.00	2,000.00	
62100	Health Insurance	5,537.14	11,074.28	59,150.00	48,075.72	19
62150	HSA PAYABLE		416.66	7,500.00	7,083.34	6
62200	Dental Insurance	341.22	682.44	4,400.00	3,717.56	16
62250	Life Insurance	40.74	81.48	508.00	426.52	16
62300	Vision Insurance			3,000.00	3,000.00	
62400	Deferred Comp 457	416.63	817.64	5,510.00	4,692.36	15
62450	CALPERS Contribution	11,514.66	22,993.17	141,468.00	118,474.83	16
62500	Workers Comp Ins.			2,900.00	2,900.00	
62550	Payroll Taxes/Ins.	1,580.94	3,102.12	21,835.00	18,732.88	14
	Total Account	40,648.11	80,820.15	524,121.00	443,300.85	15
51100	Director					
60100	Salaries & Wages	2,000.00	4,000.00	24,000.00	20,000.00	17
62300	Vision Insurance		472.06	5,000.00	4,527.94	9
62550	Payroll Taxes/Ins.	185.00	370.00	2,220.00	1,850.00	17
	Total Account	2,185.00	4,842.06	31,220.00	26,377.94	16
55100	LEAP GRANT					
64100	Engineering Services		330.00		-330.00	
	Total Account		330.00		-330.00	
55200	REAP GRANT					
64100	Engineering Services		330.00		-330.00	
	Total Account		330.00		-330.00	
57000	General Operating					
64100	Engineering Services	1,442.50	2,887.50	40,000.00	37,112.50	7
64150	Legal Services	1,001.00	2,579.50	24,000.00	21,420.50	11
64152	SURVEYING SERVICES		1,466.00		-1,466.00	
64200	Accounting/Audit Services	700.00	700.00	26,600.00	25,900.00	3
64250	Insurance			56,000.00	56,000.00	
64300	Software Licenses, Annual Fees and Tech Support	3,555.50	7,230.42	45,200.00	37,969.58	16
65100	Office Utilities	2,195.61	3,175.99	16,080.00	12,904.01	20
65150	Shop/Yard Utilities	871.78	1,713.04	9,000.00	7,286.96	

Combined Funds

Account Object	Description	----- Current Year -----				%
		Current Month	Current YTD	Budget	Variance	
66100	Office Supplies & Expenses	230.36	941.46	7,500.00	6,558.54	13
66102	BILLING AND PAYMENT PROCESSING	198.40	4,301.25	34,550.00	30,248.75	12
66150	Office Equipment	1,212.52	3,162.32	20,000.00	16,837.68	16
66200	Building & Yard Repairs / Maintenance			10,000.00	10,000.00	
66250	Small Tools & Consumables	559.87	624.54	5,000.00	4,375.46	12
66350	Outside services	392.00	1,259.00	31,000.00	29,741.00	4
67100	Education & Training			12,000.00	12,000.00	
67150	Membership/Subscriptions	86.65	2,075.74	9,000.00	6,924.26	23
67200	Permits & Licenses	521.92	521.92	14,150.00	13,628.08	4
67250	Travel, Meals & Entertainment	106.24	242.01	4,595.00	4,352.99	5
67300	Elections			5,000.00	5,000.00	
67350	Bank and collection fees			10,800.00	10,800.00	
67400	Safety Training			1,000.00	1,000.00	
67550	LAFCo Operating Fees	2,620.09	2,620.09	2,900.00	279.91	90
69155	Propane			200.00	200.00	
	Total Account	15,694.44	35,500.78	384,575.00	349,074.22	9
58000	Field					
60100	Salaries & Wages	24,440.60	48,484.27	424,150.00	375,665.73	11
60200	Sick Time Buy Back			1,500.00	1,500.00	
61150	Standby Wages	510.05	998.43	6,500.00	5,501.57	15
61200	Reoccurring Overtime Wages	1,465.04	2,678.32	25,000.00	22,321.68	11
61250	Call-Out OT - Not VV	178.15	332.03	5,000.00	4,667.97	7
61351	Villa Verona Overtime	29.08	133.06	2,500.00	2,366.94	5
62100	Health Insurance	2,160.62	4,321.24	59,800.00	55,478.76	7
62150	HSA PAYABLE		833.32	7,500.00	6,666.68	11
62200	Dental Insurance	161.56	323.12	3,500.00	3,176.88	9
62250	Life Insurance	51.06	102.12	700.00	597.88	15
62300	Vision Insurance			5,000.00	5,000.00	
62400	Deferred Comp 457	520.92	1,029.44	8,500.00	7,470.56	12
62450	CALPERS Contribution	6,793.62	13,508.01	86,910.00	73,401.99	16
62500	Workers Comp Ins.			23,535.00	23,535.00	
62550	Payroll Taxes/Ins.	2,003.36	3,994.62	31,500.00	27,505.38	13
63500	Boots and Uniforms			5,050.00	5,050.00	
63502	Boots& Uniforms-Broderson		249.60	550.00	300.40	45
63506	Boots & Uniforms - VICTORINO			550.00	550.00	
63507	Boots & Uniforms - PETERSON			550.00	550.00	
63508	Boots & Uniforms - DAVIS			550.00	550.00	
63509	Boots & Uniforms - MOENCH			550.00	550.00	
64100	Engineering Services		1,320.05		-1,320.05	
64300	Software Licenses, Annual Fees and Tech Support	2,045.00	2,045.00	11,500.00	9,455.00	18
65175	PUMP STATION UTILITIES	5,990.41	11,811.25	67,050.00	55,238.75	18
66200	Building & Yard Repairs / Maintenance		15.03		-15.03	
66250	Small Tools & Consumables	83.94	152.50	18,500.00	18,347.50	1
66300	Safety Supplies		219.50	10,000.00	9,780.50	2
66350	Outside services	381.00	381.00	5,000.00	4,619.00	8
67100	Education & Training			7,500.00	7,500.00	
67150	Membership/Subscriptions			7,500.00	7,500.00	
67400	Safety Training		6,300.00	12,200.00	5,900.00	52
68100	Routine Operations & Maintenance - Sewer System			15,000.00	15,000.00	

Combined Funds

		----- Current Year -----				
Account Object	Description	Current Month	Current YTD	Budget	Variance	%
68125	REPAIRS AND MAINTENANCE ON PUMP STATIONS	2,104.39	2,108.75	133,500.00	131,391.25	2
68150	I & I Operations & Maintenance			10,000.00	10,000.00	
68650	VV Operations & Maintenance	757.72	757.72	25,000.00	24,242.28	3
69100	Diesel Fuel	2,180.51	2,180.51	9,500.00	7,319.49	23
69150	Gasoline	3,091.29	3,091.29	18,000.00	14,908.71	17
69155	Propane			200.00	200.00	
69250	Heavy Equipment Repairs & Maintenance	736.58	736.58	10,000.00	9,263.42	7
69300	Auto Repairs & Maintenance	299.68	860.80	10,000.00	9,139.20	9
	Total Account	55,984.58	108,967.56	1,069,845.00	960,877.44	10
59000	RIVER RANCH OROVILLE LLC					
64150	Legal Services		3,850.00		-3,850.00	
	Total Account		3,850.00		-3,850.00	
	Total Expenses	114,512.13	234,640.55	2,009,761.00	1,775,120.45	12
	Net Income from Operations	-114,424.63	-231,352.98			
	Other Revenue					
47150	Sewer Service Late Fees	-52.78	-65.41		-65.41	
47200	Interest		28,378.93		28,378.93	
47250	RD Surcharge	-14.70	-29.40	363,090.00	-363,119.40	
47350	Current Sec Taxes		21,264.84	351,100.00	-329,835.16	6
47400	Current Unsec Tax		146.57	19,200.00	-19,053.43	1
47450	Prior Unsec Tax		29.77	505.00	-475.23	6
47475	SUPPLEMENTAL APPORTIONMENT			6,500.00	-6,500.00	
47500	Other Taxes		910.33	3,000.00	-2,089.67	30
49000	Other Income	15.00	75.00		75.00	
	Total Other Revenue	-52.48	50,710.63	743,395.00	-692,684.37	7
	Other Expenses					
81000	Capital Outlay					
66250	Small Tools & Consumables		179.84		-179.84	
66300	Safety Supplies		907.33		-907.33	
67500	Permits		119.91		-119.91	
81110	Equipment Purchase	80,023.60	84,647.60	360,000.00	275,352.40	24
81120	Capitalized Expenditure - Other	4,930.00	4,930.00		-4,930.00	
81200	District Projects-CIP	7,927.05	15,878.55	580,000.00	564,121.45	3
	Total Account	92,880.65	106,663.23	940,000.00	833,336.77	11
85000	Debt Service					
85200	Loan Principal			68,000.00	68,000.00	

Combined Funds

Account Object	Description	----- Current Year -----				%
		Current Month	Current YTD	Budget	Variance	
85250	Loan Interest Expense		61,726.25	96,010.00	34,283.75	64
	Total Account		61,726.25	164,010.00	102,283.75	38
87000	Other Expense					
74400	Depreciation			556,000.00	556,000.00	
	Total Account			556,000.00	556,000.00	
	Total Other Expenses	92,880.65	168,389.48	1,660,010.00	1,491,620.52	10
	Net Income		-207,357.76			
					-349,031.83	



Manager's Report

To: Board of Directors

From: David Goyer, General Manager

Date: September 12, 2023

RE: Item No. 3 – Items Removed From Consent Agenda



Manager's Report

To: Board of Directors
From: David Goyer, General Manager
Date: September 12, 2023

RE: Item No. 4 – CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION

(Paragraph (1) of subdivision (d) of [Section 54956.9](#))

Name of case: Claim submitted by Aiman-Smith & Marcy on Behalf of Cari McCormick

LIABILITY CLAIMS

Claimant: Aiman-Smith & Marcy on Behalf of Cari McCormick

Agency claimed against: Lake Oroville Areas Public Utility District



Manager's Report

To: Board of Directors

From: David Goyer, General Manager

Date: September 12, 2023

RE: Item No. 5 – Bartle Wells Associates Proposal to Conduct a Wastewater Rate Study

The Board will review the proposal from Bartle Wells to Conduct a Wastewater Rate Study. Bartle Wells has prepared Wastewater Rate Studies for SC-OR and Thermalito Water & Sewer District (TWSD) during last year. Completing the study concurrently with SC-OR and TWSD may mitigate any future ambiguity and provide a cost savings to the District.

The proposed fee for the study is not to exceed \$34,500.00 plus a direct expense estimated not to exceed \$500.00. The total not to exceed amount is \$35,000.00

Attachments for each item included.

Recommended Action:

A motion to approve the Bartle Wells Proposal to Conduct a Wastewater Rate Study in the "not to exceed" amount of \$35,000.00.

Roll call vote.



**Lake Oroville Area Public Utility
District**

Proposal to Conduct a
Wastewater Rate Study

Bartle Wells Associates
September 1, 2023





BARTLE WELLS ASSOCIATES
INDEPENDENT PUBLIC FINANCE ADVISORS

2625 Alcatraz Ave, #602
Berkeley, CA 94705
Tel 510 653 3399
www.bartlewells.com

September 1, 2023

David Goyer, General Manager
Lake Oroville Area Public Utility District
1960 Elgin Street,
Oroville, CA 95966

Re: Proposal - 2023 Wastewater Rate Study

Bartle Wells Associates is pleased to submit this proposal to assist the Lake Oroville Area Public Utility District in conducting a wastewater rate study. We specialize in providing independent financial advisory and utility rate consulting services to California public agencies. We have extensive experience developing long-term financial plans and water and wastewater rate studies and have served over 600 cities and special districts throughout California.

Bartle Wells Associates has worked with many regional agencies and is very familiar with the issues that California water and wastewater agencies are facing including the drought, changes in regulations, and aging infrastructure. We have worked with clients across California to develop strategic financial plans that address the ever-increasing cost of operations and long-term capital improvements. Our recent clients include the Sewerage Commission – Oroville Region and Thermalito Water and Sewer District. Our rate studies throughout California are based on a comprehensive analysis of each agency's customer base, consumption patterns, costs and demands to ensure rate structure recommendations reflect local needs and objectives.

Our overall goal for this project would be to work closely with the District to evaluate financial and rate alternatives and their impacts, gain ongoing input, and build consensus for final recommendations.

We are very interested in working with the District on this project. We propose to assign Doug Dove and Michael DeGroot to work on this project. Doug will serve as principal in charge and Michael will serve as project manager. Please contact us if you have any questions or would like any additional information.

Sincerely,

BARTLE WELLS ASSOCIATES

Douglas Dove, PE, CIPFA
President/Principal

Michael DeGroot
Vice President



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Section 1: Firm Overview

Bartle Wells Associates (BWA) is an independent public finance advisory firm with expertise in the areas of utility rates and project financing. BWA was established in 1964 and has over 58 years of experience advising public agencies on the complexities and challenges in public finance. We have advised over 600 agencies throughout California and the western United States. We have a diversity of abilities and experience to evaluate all types of financial issues faced by local governments and to recommend the best and most-practical solutions.

Bartle Wells Associates has a highly qualified professional team. Our educational backgrounds include finance, civil engineering, business, public administration, public policy, and economics.

BWA specializes in three professional services: utility rate and fee studies, strategic financial plans, and project financing. We are the only independent financial advisor providing *all three* of these interrelated services to public agencies.



RATE & FEE STUDIES Our rate studies employ a cost-of-service approach and are designed to maintain the long-term financial health of a utility enterprise while being fair to all customers. We develop practical recommendations that are easy to implement and often phase in rate adjustments over time to minimize the impact on ratepayers. We also have extensive experience developing impact fees that equitably recover the costs of infrastructure required to serve new development.

BWA has completed over 1,000 utility rate and fee studies. We have helped California communities implement a wide range of rate and fee structures and are knowledgeable about the legal requirements governing rates and impact fees including Proposition 218, Proposition 26, and Government Code 66000. We develop clear, effective presentations and have represented public agencies at hundreds of public hearings to build consensus for our recommendations.



FINANCIAL PLANS Our financial plans provide agencies with a flexible roadmap for funding long-term operating and capital needs. We evaluate the wide range of financing options available, develop a plan that recommends the best financing approach, and clearly identify the sources of revenue for funding projects and repaying any debt. We also help agencies develop prudent financial policies, such as fund reserve targets, to support sound financial management. BWA has developed over 1,000 financial plans to help public agencies fund their operating and capital programs, meet debt service requirements, and maintain long-term financial health.

PROJECT FINANCING BWA has served as independent financial advisor on over 300 financings. To date, we have helped California agencies obtain over \$5 billion of financing via bonds, bank loans/private placements, lines of credit, low-rate State Revolving Fund Loans, and other funding programs. We work only for public agencies. We are independent financial advisors and do not buy, trade, or resell bonds. BWA is a registered municipal advisory firm with the SEC and MSRB. All of our lead consultants are MSRB Registered Municipal Advisors. Our work is concentrated on providing independent advice that enables our clients to finance their projects on the most favorable terms—lowest interest rates, smallest issue size, and greatest flexibility.



COLLABORATIVE APPROACH BWA has a strong track record of building consensus and public acceptance for rate and finance recommendations. BWA uses a collaborative approach to ensure final recommendations reflect the input and objectives of the agencies we serve. Our general approach is to work closely with our clients to clarify objectives, evaluate alternatives, gain ongoing input, and remain flexible to resolve unanticipated issues. We support our clients every step of the way, from project initiation through final adoption and implementation.

COMMUNITY OUTREACH Rate and fee increases can be controversial. BWA has assisted many agencies with community outreach efforts aimed at fostering understanding and acceptance for final recommendations. BWA has substantial experience working with governing boards and City councils, citizen advisory committees, community groups, and other stakeholders. We have found that gaining community and Board/Council input and buy-in during the process can pave the way for smoother adoption and implementation of rate increases, rate structure modifications, and increased investment for aging infrastructure.



We also help agencies develop and implement effective public outreach strategies and have worked in partnership our client’s public relations staff and independent public relations firms. We have a long track record of helping our clients successfully adopt rate increases in challenging political environments.

**Bartle Wells Associates is committed to providing value and the best advice to our clients.
Our strength is quality—the quality of advice, service, and work we do for all our clients.**

Section 2: Project Team Qualifications

BWA uses a **team approach** for most projects, typically assigning two or three consultants to each assignment, including at least one principal consultant. Our general project approach is to work closely with staff and other members of the project team, identify objectives, set milestones, have frequent communication, and remain flexible to resolve unanticipated issues.

Bartle Wells Associates has a highly qualified professional team. All members of our team are experienced with sewer and water rate studies, rate modeling, urban sewer demands, familiarity with sewer rates in other communities in California, sewer rate structure and design analysis, capital project and financial planning, community involvement and public outreach, and Proposition 218 noticing requirements.

Doug Dove, President of Bartle Wells will serve as Principal and Michael DeGroot will provide project management, rate modeling and financial analysis.

Doug Dove, Principal

Doug Dove is President of BWA and one of BWA’s principal consultants. He has more than 30 years of professional experience, specializing in all areas of public finance, including utility rate setting, capacity fee implementation, strategic financial planning, and infrastructure financing. He has extensive experience developing strategic financial plans and utility rate studies and has assisted more than 200 California public agencies. Doug has substantial experience working with public agency staff and governing bodies to build understanding and consensus for key recommendations.



Michael DeGroot, Senior Project Manager

Michael DeGroot is a vice president of BWA with 10 years of experience conducting water and wastewater rate and capacity fee studies in California. He specializes in developing long-term financial models and utility rates based on a cost-of-service approach.



Michael will serve as the project manager and will be the primary day-to-day contact person.

DOUGLAS R. DOVE



Principal Consultant

Douglas R. Dove is President of Bartle Wells Associates and directs the operation of the firm while maintaining a principal consultant's role. With over 30 years of consulting experience, he specializes in utility rate analysis, strategic financial planning, and project financing. Mr. Dove has developed utility rate structures and financing plans for a wide variety of public infrastructure programs. He has managed the procurement of over \$1 billion in municipal debt and over \$300 million in state and federal grants and low-interest loans. Mr. Dove frequently shares his expertise and has given presentations at conferences including the Association of California Water Agencies (ACWA), the American Water Works Association (AWWA), the California Association of Sanitation Agencies (CASA), the California Municipal Rates Group (CMRG), the California Special District's Association (CSDA), the California Municipal Treasurers Association (CMTA), the California Water Environment Association (CWEA) and Water Reuse. By special request in July 2015, Mr. Dove made a presentation to the California Water Resources Control Board regarding water conservation pricing. Mr. Dove is also a published author of a water rate paper in the Journal of the American Water Works Association (*Implementing Consumption-Based Fixed Rates in Davis, Calif.*). Mr. Dove's expertise also includes assisting agencies in securing state and federal grants and loans and in issuing certificates of participation (COPs), revenue bonds, general obligation bonds, assessment district bonds, Marks-Roos revenue bonds, CFD (Mello-Roos) bonds, private placement loans and other types of debt. Mr. Dove recently finished his term on the board of directors of the National Association of Municipal Advisors (NAMA).

Education

M.S., Civil Engineering - University of California, Berkeley
B.S., Civil Engineering – Drexel University, Philadelphia, PA

Representative Projects

- **City of Willits, CA:** Water and wastewater financial plans and rate studies
- **City of Modesto:** Provided rate expert litigation support in wastewater rate litigation. Developed water and wastewater cost-of-service and capacity fee studies.
- **City of Calistoga:** Long range utility financial plan, water and wastewater rates, secured financing for WW treatment plant upgrade (\$6 million SRF loan, \$3 million Small Community Grant, \$3.5 million revenue bonds).
- **Modesto Irrigation District:** Developed cost allocation methodology between the district's domestic water, irrigation, and electric enterprises.
- **City of Davis:** Comprehensive water rate study developed with a 15-member Water Advisory Committee. Completed a water capacity fee study for the City as well.
- **City of Vacaville:** Water and wastewater rates and capacity fees
- **Napa-Berryessa Resort Improvement District:** Developed financing plan for water and wastewater public-private partnership (P3). Prepared assessment engineers report. Formed an assessment district and secured \$11.1 million in federal funding from US Department of Agriculture.
- **City of American Canyon:** Comprehensive, multi-year water and wastewater rate study.
- **Madera County, CA:** Rate studies for twenty-three of the county's water and sewer special service districts
- **City of Patterson:** Water and wastewater rate studies and five-year financing plans.

- **City of San Juan Bautista:** Water and Wastewater rate and capacity fee studies, DIF study, Revenue bonds for water and wastewater projects, continuing disclosure services.
- **Del Paso Manor Water District:** Comprehensive water financial plan and rate study.
- **Browns Valley ID:** Water rate study
- **Rio Linda/ Elverta Community Water District:** Comprehensive water financial plan, connection fee and rate study.
- **City of Imperial, CA:** Water and wastewater financial plans and rate studies.
- **East Bay Municipal Utility District:** Comprehensive water rate study and AB 1600 capacity fee review, Wastewater cost-of-service review and capacity fee review, various other financial studies
- **City of Santa Barbara:** Comprehensive water rate and capacity fee study.
- **Newhall County Water District:** Provided rate expert litigation support in water rate litigation.
- **City of Monterey:** Developed financing plan and rate study for \$20 million wastewater pipeline rehabilitation project.
- **San Miguel Community Services District, CA:** Water and wastewater financial plans and rate studies.
- **City of Santa Clara:** Wastewater rate and capacity fee study.
- **City of Gilroy:** Water and wastewater rate studies.
- **West Valley Sanitation District (Campbell, CA):** Wastewater rate study, financing plan and bond issuance.
- **City of Ontario/Ontario Redevelopment Agency:** financial advisor on \$134.3 million in development refunding and new money issues (2), which included financing for the Ontario Convention Center.
- **El Dorado Irrigation District:** Water and wastewater rate studies.
- **Lake Arrowhead Community Services District:** Financial master plan, \$28 million revenue bond refinancing and water and wastewater rate studies.
- **California Statewide Communities Development Authority:** Financial advisor for statewide pooled revenue bond program (over \$250 million issued for over 32 borrowers).
- **South Bay Water Recycling Program, Phases 1 & 2:** Financial plan and rate study for \$200+ million regional (San Jose area) wastewater recycling program.
- **City of Tulare:** Financial advisor to the city, sale of \$63 million in bonds (3 issues), water and wastewater rate studies.
- **Big Bear Area Regional Wastewater Agency:** Regional wastewater rate study, sale of bonds (2 issues) and bank loans (2 loans).

Professional Memberships

- National Association of Municipal Advisors (former Board Member)
- League of California Cities
- American Water Works Association
- Association of California Water Agencies
- California Water Environment Association
- California Association of Sanitation Agencies
- California Special Districts Association
- Water Reuse Association

Certifications

Certified Independent Professional Municipal Advisor (CIPMA), Registered Professional Engineer (PE) in California (PE# 45642) and MSRB -Registered Municipal Advisor Principal – Series 50 & 54

MICHAEL J. DEGROOT



Senior Project Manager

Michael DeGroot is a Senior Project Manager and registered Municipal Advisor with Bartle Wells Associates. He specializes in developing long-term financial plans, water and wastewater rates, and development impact fees for cities and special districts. Mr. DeGroot has ten years of experience working with a wide range of California public agencies. He works closely with City staff, engineers, lawyers, and other consultants to develop financial projections and rate recommendations including equitable rate structures for water and sewer enterprises.

Education

B.S., Business Administration – U.C. Berkeley Walter A. Haas School of Business, Berkeley, CA

Representative Projects

- **Sewerage Commission – Oroville Region:** Sewer rate study.
- **Thermalito Water and Sewer District:** Water and sewer rate study and sewer capacity fees.
- **City of Santa Barbara:** Water rate study and water and sewer capacity fees.
- **Mariposa County:** Water and sewer financial plans for six utilities and funding plan for roads.
- **Casitas Municipal Water District:** Water rate study.
- **City of Patterson:** Water rate study and water, wastewater, and stormwater capacity fee studies.
- **City of Foster City:** Water and sewer rate study and analysis of alternative rate structures.
- **City of Colma:** Sewer rate study and evaluation of fixed and volumetric rate structure alternatives.
- **Fairfield-Suisun Sewer District:** Sewer rate and capacity fee study.
- **West Valley Sanitation District:** Detailed financial plan, including debt funding alternatives for significant expenditure projections related to the \$2 billion wastewater facility upgrade.
- **City of Benicia:** Sewer rate analysis and drought rate alternatives.
- **Stege Sanitary District:** Sewer rate study.
- **Palmdale Water District:** Water rate study.
- **City of Fresno:** Water capacity fees.
- **Crestline Sanitation District:** Sewer rate study.
- **Malaga County Water District:** Water and sewer rate study and capacity fees.
- **Sutter Community Services District:** Water rate study and financial plan.
- **City of Hughson:** Water rate study and SRF loan support.
- **Grizzly Flats CSD:** Water rate study.
- **City of Santa Clarita:** Feasibility study of the City's takeover and operation of its sewer enterprise from LACSD.
- **City of Pacifica:** Sewer rate and capacity fee study.
- **Root Creek Water District:** Benefit Assessment District formation support.
- **City of Placerville:** Water and wastewater rate study.
- **City of Angels Camp:** Water and wastewater rate study.
- **Castro Valley Sanitary District:** Financial plan and financial adviser for revenue bond issue.
- **Oro Loma Sanitary District:** Financial plan and financial adviser for revenue bond issue.

Section 3: References

Sewerage Commission – Oroville Region

The Sewerage Commission – Oroville Region (SC-OR) retained Bartle Wells Associates (“BWA”) to develop a financial plan and cost of service study for SC-OR’s wastewater rates to ensure financial stability over the next five years (FY 2023/24 to FY 2027/28).



SC-OR operates and maintains the Oroville area wastewater treatment plant under the authority of a Joint Powers Agreement between the City of Oroville (City), Lake Oroville Area Public Utility District (LOAPUD) and Thermalito Water and Sewer District (TWSD). The City, LOAPUD and TWSD bill wastewater customers for the cost of operating and maintaining the wastewater treatment plant and the cost of operating and maintaining each entity’s wastewater collection system.

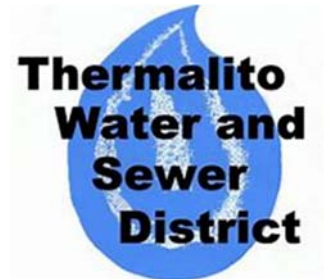
Michael DeGroot served as Project Manager.

Reference:

Glen Sturdevant, Plant Manager
P.O. Box 1350 (mailing address)
2880 South 5th Avenue (plant)
Oroville, CA 95965
(530) 534-0353

Thermalito Water and Sewer District

Thermalito Water and Sewer District (“The District”) retained Bartle Wells Associates (“BWA”) to develop a financial plan and cost of service study for the District’s water and wastewater rates to ensure financial stability over the next five years (FY 2023/24 to FY 2027/28).



The District provides water treatment, distribution services, and wastewater collection to residents within the area of the City of Oroville north and west of the Feather River as well as within the adjacent unincorporated areas of Butte County. The Wastewater Enterprise contracts with the Sewerage Commission – Oroville Region (SCOR) to provide wastewater treatment. Treatment charges are collected by the District and passed on to SCOR.

Michael DeGroot served as Project Manager.

Reference:

Chris Heindell, P.E.
410 Grand Avenue
Oroville, CA 95965
(530) 533-0740

Section 4: Scope of Work

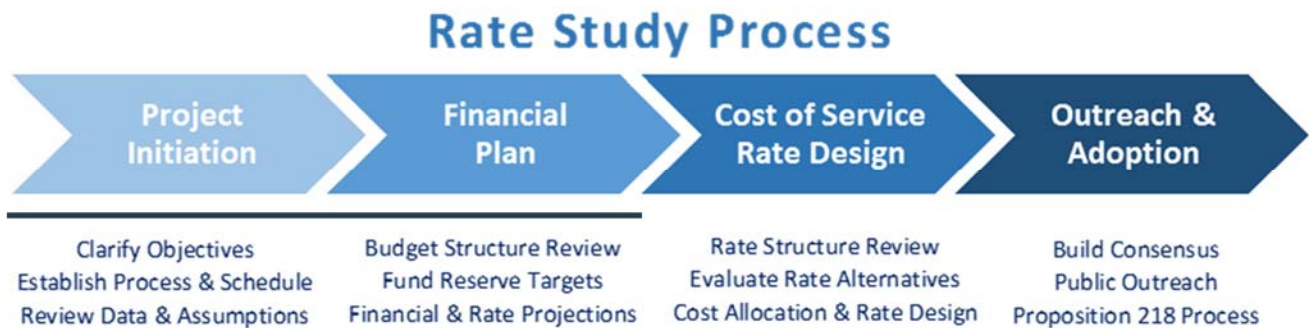
SPECIFIC PROJECT APPROACH

Bartle Wells Associates’ approach to this project is to provide a comprehensive review of the District’s wastewater finances and to develop recommendations for the wastewater rates to fund the utility’s cost of service. BWA uses a collaborative project approach to ensure final recommendations reflect the policy preferences and objectives of the agencies we serve. Our general project approach is to work closely with District staff, the Board of Directors and/or subcommittees, and other stakeholders; identify objectives; set milestones; have frequent communication; and remain flexible to resolve unanticipated issues. We have a long track record of completing projects on time and on schedule and for providing independent, high-quality advice and work products.

BWA’s methodology for each project is based on an inclusive review of each agency’s unique financial situation. We do not have a “one-size-fits-all” rate model. We tailor each study to fit the distinct requisites of each agency to ensure that all recommendations reflect local needs and objectives.

PROPOSED SCOPE OF SERVICES

This section presents a draft work plan and scope of services that we believe forms a sound basis for completing the Wastewater Rate Study. Bartle Wells Associates will work with the project team to finalize a scope of services that meets the study objectives. Our scope of work is based on four interrelated components as shown on the figure below:



TASK A. PROJECT INITIATION & DATA COLLECTION

1. Project Team Orientation

To initiate our work, hold a meeting with District staff and others as appropriate, to accomplish the following:

- Identify members of District staff, Board, engineering consultants, and others who will participate in the project.
- Determine the roles and responsibilities of all project participants.
- Identify other parties that may have a significant interest in the project, such as community groups, business organizations, developers, and large customers.
- Establish project schedule and key milestone dates.
- Confirm the key goals and expectations of the project team.

2. Investigation and Data Collection

Assemble the information necessary to understand the District's sewer systems, finances, customers and usage, rate and fee structures, capital improvement needs and alternatives, and legal agreements. Assistance and cooperation of District staff will be needed to assemble the relevant background information. The objectives of investigation and data collection are to develop a complete understanding of the wastewater enterprise and its finances, and to reach an agreement on basic assumptions to be used in the study as well as key alternatives for evaluation. Investigation will include, but is not limited to, the following areas:

- Current and historical documents including current and projected budgets, financial statements, and other financial studies or internal finance projections
- Capital improvement plans and engineering master plans
- Current system capacity including capacity available for growth
- Current and historical rates and fees
- Historical and projected growth and demand
- Long-term infrastructure replacement needs
- Key capital alternatives for evaluation
- Formal and informal financial policies
- Agreements with other agencies and/or organizations.
- Conditions leading up to this project

Task A Deliverables Include:

- Project kickoff meeting
- List of project goals and objectives
- Project schedule and budget
- Project team contact list
- Summary of current and historical rates and finances
- List of key assumptions and alternatives underlying the rate study

TASK B. WASTEWATER FINANCIAL PLAN

1. Develop Forecasts and Projections

Based on evaluation of the data assembled and input provided by the District, prepare forecasts and projections to be used in the development of financial projections for the District's wastewater utility. Review projections and alternatives with District staff for agreements on assumptions, interpretation of data, and completeness of approach. Analysis will include, but is not limited to, the following areas:

- **Long Term Capital Repairs & Replacements:** Identify future capital improvement program costs or alternatives to include in the financial analysis and determine a reasonable amount to include for future, ongoing capital repairs and replacements. BWA often recommends that agencies phase in funding for long-term system rehabilitation.
- **Cost Escalation Factors:** Review historical cost trends and work with project team to develop reasonable cost escalation factors for both operating and capital expenditures. Work with District staff to identify any anticipated changes in future staffing, benefits, and/or other operating costs.

2. Evaluate Financing Alternatives for Capital Improvements

If warranted, evaluate options for financing capital improvement projects. Our evaluation will:

- Estimate the amount and timing of any debt, if needed, to finance capital projects.
- Evaluate the alternative borrowing methods available including bonds, COPs, state and federal loan programs, bank loans and lines of credit, and other options.
- Recommend the appropriate type of debt, its term and structure.
- Develop debt service estimates to incorporate in the financial projections.

3. Review Minimum Fund Reserve Targets

Evaluate the adequacy of the District's current utility fund reserves. If needed, establish prudent minimum fund reserve targets based on the District's operating and capital funding projections. Develop an implementation plan for achieving and maintaining the recommended reserve fund levels.

4. Develop 10-Year Financial Projections

Develop cash flow projections showing the financial position of the wastewater enterprise over the next 10 years. The cash flows will project fund balances, revenues, expenses, and debt service coverage, and will incorporate the forecasts developed with staff input. After developing a base-case cash flow scenario, we can develop alternatives for additional evaluation such as capital improvement alternatives, project financing alternatives, the impacts of various levels of wastewater demand, etc. During this phase, BWA will work closely with the project team to evaluate financial and rate projections under alternative scenarios and assumptions.

5. Evaluate Rate Increase Options

Based on the cash flow projections, determine the annual revenue requirements and project the overall level of required wastewater rate increases. Evaluate rate adjustment alternatives, such as gradually phasing in required rate increases over a number of years. If appropriate, evaluate different levels of rate increases and their impacts on the District's ability to fund future operating and capital needs.

6. Develop Financial & Rate Models

Develop user-friendly wastewater financial and rate models designed to be used by District staff to update projections, change assumptions, and evaluate financial scenarios and their impacts on future utility rates. The models will detail key assumptions and can be used to evaluate alternatives and "what if" scenarios. BWA has developed numerous rate and financial models for utility enterprises. We have found that keeping a model as straightforward as possible, without unnecessary complexity, can increase the model's usability and improve effectiveness as an in-house planning tool.

Task B Deliverables Include:

- Summary of long-term capital improvement plan & key alternatives if appropriate
- Evaluation of financing alternatives for capital improvements
- Recommendations for minimum fund reserve targets
- 10-year cash flow projections with supporting tables
- User-friendly wastewater financial and rate model
- Evaluation of rate increase options
- Meet with the District's project team to present findings, discuss alternatives, gain feedback, and develop preliminary recommendations

TASK C. WASTEWATER RATE STUDY

1. Identify & Evaluate Rate Structure Modifications & Alternatives

Review the District's current wastewater rate structures and discuss advantages and disadvantages compared to other rate approaches. Discuss pros and cons of different rate structure options and their general impacts on different types of customers. Rate structure options will be refined as the study progresses based on input from the District's project team.

2. Conduct Survey of Regional Wastewater Rates

Review and summarize sewer rates of other regional and/or comparable agencies. Summarize results in easily understandable tables and/or charts. Confer with staff on agencies to include in the survey.

3. Allocate Costs to Billing Parameters

Allocate costs identified in the wastewater financial plans to appropriate rate components. Sewer rates will be based on cost allocations to wastewater flow, BOD, and SS to develop underlying unit charges that will then be applied to the wastewater discharge characteristics of different customer classes. Rates will be designed to be equitable to all customers and comply with the substantive requirements of Proposition 218.

4. Develop Preliminary & Final Rate Recommendations with District Input

Based on evaluation of rate structure alternatives and the financial plan update, develop draft rate alternatives for input. The recommendations may include a multi-year phase in of both overall rate increases and proposed rate structure adjustments in order to help mitigate the annual impact on ratepayers. Review preliminary recommendations and key alternatives with the project team and District Board. Revise recommendations based on input received. Develop a plan for implementing rate increases and rate structure modifications.

Final rate recommendations will be designed to:

- a) fund the wastewater utility's long-term costs of providing service, including operating, capital, and deferred maintenance needs
- b) be fair and equitable to all customers,
- d) provide a prudent balance of revenue stability and conservation incentive,
- e) be easy to understand and administer, and
- f) comply with the substantive requirements of Proposition 218.
- g) adhere to industry standards

5. Evaluate Rate Impacts on a Range of District Customers

Calculate the impacts of each rate alternative on a range of District customers (e.g. different customer classes, customers with different levels of water use, etc.). Work with the District's project team to identify customer and usage profiles to use for calculating the rate impacts. Discuss additional rate structure adjustments that may reduce the impact on certain customers if warranted.

Task C Deliverables Include:

- Evaluation of potential rate modifications
- Wastewater rate survey
- Analysis of historical utility billing data
- Cost allocations supporting sewer rate components
- Development of draft rate alternatives for District evaluation and input
- Meet with the District's project team to present findings, discuss alternatives, gain input, and develop preliminary and final rate recommendations

TASK D. RATE IMPLEMENTATION (MEETINGS/PRESENTATIONS, REPORTS, PROP 218 COMPLIANCE)

Our proposal includes project team meetings as needed, two Board meetings, and the public hearing.

1. Project Team Meetings (as needed)

Meet with the District's project team virtually as needed to gather information and present findings, discuss alternatives and their impacts, gain ongoing input, and develop and hone recommendations.

2. District Board Presentations & Proposition 218 Hearing (3 Virtual Meetings)

Develop wastewater rate presentation materials for the Board of Directors and public. Participate in an initial Board meeting to present findings, preliminary recommendations, and key alternatives, and to obtain Board and public input. Incorporate input and hone recommendations as warranted to ensure final recommendations reflect Board preferences. Present revised, final recommendations at a subsequent Board Meeting to gain approval to move forward with the Proposition 218 process.

Present a summary of findings and recommendations at the Proposition 218 Public Hearing. Remain available to respond to Board and public comments. BWA has extensive experience presenting financial and rate recommendations to non-technical audiences, dealing with challenging questions, and building acceptance for final recommendations.

3. Prepare Draft & Final Reports

Develop an administrative draft report summarizing key background issues, study objectives, findings, assumptions, draft recommendations and alternatives, impacts on ratepayers, and the rate and fee surveys. The report will include: a) brief descriptions of the wastewater utility system, service areas, and population, b) overview of historical financial operations, c) discussion of the current wastewater utility rates, d) a description of wastewater capital improvement programs, including potential impacts of State and Federal regulatory requirements, e) presentation of 10-year financial projections and key assumptions, f) explanation of cost allocation and derivation of recommended wastewater rates, g) impacts of proposed rates on a range of customer types and usage profiles, and h) results from the wastewater rate and fee surveys.

The report will be written for a non-technical audience and will clearly explain the rationale for recommendations and key alternatives when applicable. Submit a preliminary draft report for District review and feedback. Incorporate input into an administrative draft report for distribution to the District Board. Incorporate any revisions into a final report and provide the District with printed and electronic copies.

4. Proposition 218 Rate Notice

Proposition 218 establishes requirements for adopting or increasing property-related fees and charges. In July 2006, the California Supreme Court ruled that wastewater rates are subject to Prop. 218 (Articles XIII C and XIII D of the state constitution). Prop. 218 requires that the District: 1) mail notification of proposed rate increases and the date, time, and place of public hearing to all affected property owners (and potentially ratepayers who are renters that pay wastewater bills), 2) hold a public hearing not less than 45 days after the notices are mailed, and 3) subject the rate increases to majority protest; if more than 50% of property owners submit written protests, the proposed rate increases cannot be adopted. Wastewater rates are exempt from the voting requirements of Prop. 218 provided rates do not exceed the cost of providing service and meet the substantive rate requirements of Proposition 218.

Develop a draft Proposition 218 notice for District review. Incorporate revisions and develop a final notice. BWA recommends the notice go beyond the minimum legal requirements and provide clear and concise explanation of the reasons for any rate adjustments. BWA has helped many agencies adopt rates via the Proposition 218 process. We have found that ratepayers are generally much more accepting of rate increases or rate structure modification when they understand the reasons underlying the adjustments.

5. Public Education and Consensus-Building

Rate and fee adjustments are often controversial. BWA has extensive experience developing clear presentations that facilitate public understanding of the need for rate increases. We understand the importance of building consensus and public acceptance for our recommendations and can assist the District in any outreach and public education efforts.

Task D Deliverables Include:

- Project team meetings as needed to discuss findings, alternatives, recommendations and obtain input
- 3 virtual Board meetings to a) present findings and preliminary recommendations and receive input, b) present revised recommendations for additional input, and c) present a summary at the Prop. 218 Public Hearing
- PowerPoint presentations summarizing key findings, alternatives, and recommendations
- Draft and final reports summarizing background information, key findings, alternatives, and recommendations
- Draft of required Proposition 218 Notice of proposed rate increases

TASK E: CAPACITY FEE UPDATE

1. Investigation and Data Collection

Assemble the information necessary to understand the wastewater system, finances, customers and usage, fee structures, Master Plans, and asset data. Assistance and cooperation of staff will be needed to assemble the relevant background information.

2. Review Current Capacity Fees & Procedures for Applying Fees

Review the District’s current sewer capacity fees as well as related policies and procedures for applying the fees to new development. As appropriate, identify potential modifications to the fees, fee structure, or how fees are applied. BWA has developed capacity charges under a wide range of methodologies and has assisted many agencies in improving fee equity and administration.

3. Evaluate Alternative Capacity Charge Methodologies

Identify and evaluate alternative methods for calculating capacity charges for new development. Discuss advantages and disadvantages with the District’s project team and determine a recommended approach.

4. Determine Current Value & Capacity of Facilities

Calculate the value of the District’s sewer system assets. Current value can be calculated by adjusting the original (or depreciated) value of each facility or asset into current dollars using the Engineering News-Record Construction Cost Index, a widely used measure of construction cost inflation. Also, determine the capacity of major components of the sewer systems.

5. Allocate Capital Program Costs to Current & Future Users

Equitably allocate capital improvement costs to existing and future users based on input from District staff and/or its consulting engineers. Some projects may entirely benefit one group while others will provide a portion of benefit to both correct existing system deficiencies and provide new capacity for growth.

6. Develop Preliminary Capacity Charge Recommendations

Based on appropriate and technically sound methodology, and evaluation of alternative approaches, recommend updated sewer capacity charges. Updated fees will be designed to comply with Government Code Section 66013 (established by AB1600).

<p>Task E Deliverables Include:</p> <ul style="list-style-type: none">▪ Wastewater capacity fee survey▪ Cost allocations supporting proposed sewer capacity fees▪ Development of draft fee alternatives for District evaluation and input▪ Meet with the District’s project team to present findings, discuss alternatives, gain input, and develop preliminary and final rate recommendations
--

Section 5: Proposed Budget

This section shows a breakdown of projected hours and the estimated budget for each task. The budget can be refined with the project team to meet the District’s study objectives.

PROJECT TASK	Estimated Hours	D. Dove @ \$275/hr	M. DeGroot @ \$235/hr	Total Cost
TASK A. PROJECT INITIATION & DATA COLLECTION	15	5	10	\$3,725
1. Project Team Orientation				
2. Investigation and Data Collection				
TASK B. WASTEWATER FINANCIAL PLAN	35	10	25	\$8,625
1. Develop Forecasts and Projections				
2. Evaluate Financing Alternatives for Capital Improvements				
3. Review Minimum Fund Reserve Targets				
4. Develop 10-Year Financial Projections				
5. Evaluate Rate Increase Options				
6. Develop Financial & Rate Models				
TASK C. WASTEWATER RATE STUDY	35	10	25	\$8,625
1. Identify & Evaluate Rate Structure Modifications & Alternatives				
2. Conduct Survey of Regional Wastewater Rates				
3. Allocate Costs to Billing Parameters				
4. Develop Preliminary & Final Rate Recommendations				
5. Evaluate Rate Impacts on Customers				
TASK D. RATE IMPLEMENTATION	20	5	15	\$4,900
1. Project Team Meetings				
2. Presentations & Proposition 218 Hearing				
3. Prepare Draft & Final Reports				
4. Proposition 218 Notice				
5. Public Education and Consensus-Building				
TASK E. CAPACITY FEE UPDATE	35	10	25	\$8,625
1. Investigation and Data Collection				
2. Review Current Capacity Fees & Procedures for Applying Fees				
3. Evaluate Alternative Capacity Charge Methodologies				
4. Determine Current Value & Capacity of Facilities				
5. Allocate Capital Program Costs to Current & Future Users				
6. Develop Preliminary Capacity Charge Recommendations				
TOTAL ESTIMATED HOURS	140	40	100	\$34,500
ESTIMATED DIRECT EXPENSES				\$500
TOTAL PROJECT COSTS				\$35,000

Section 6: Proposed Schedule

This section presents a preliminary draft schedule for completing the project with an estimated project start date of late September 2023, and the proposed rates effective July 1, 2024. BWA will work with the project team to develop key milestones and a final schedule.

PROJECT TASK	SEPT	OCT	NOV	DEC	JAN	FEB
Project Initiation & Data Collection						
Wastewater Financial Plans						
Wastewater Rate & Fee Study						
Capacity Fee Update						
Draft & Final Reports/Model						
Project Team Meetings (TBD)						
Board Meetings						
Prop. 218 Process & Hearing (TBD)						

Note: Individual project milestones will be established based on consultation with the project team.

Availability & Fees

1. Bartle Wells Associates is prepared to begin work upon the District's authorization to proceed.
2. During the project development period, we will be available at all reasonable times and on reasonable notice for meetings and for consultation with District staff, attorneys, consulting engineers, and others as necessary.
3. Bartle Wells Associates will perform all work related to the assignment. Doug Dove, a firm principal, and Michael DeGroot, Vice President will be assigned to this project.
4. The fees for services outlined in this proposal will not exceed \$34,500 plus direct expenses estimated not to exceed \$500. The fee is based on the following assumptions:
 - The project will be completed by June 30, 2024, or at another mutually agreeable date preferred by the District. BWA will work to meet all District scheduling requirements and deadlines.
 - All necessary information will be provided by the District and/or its other consultants in a timely manner.
 - BWA will develop one preliminary draft, one administrative draft, and one final version of both the calculation tables and the report. Time and expenses involved in revising tables and assumptions and additional report revisions may constitute additional services if not achievable within the budget.
 - The fee is based on project team meetings as needed, a total of 3 virtual District Board / Committee meetings.
5. Progress payments and direct expenses are payable monthly on a time and materials basis as the work proceeds as provided in our Billing Rate Schedule 2023, which will remain in effect for the duration of this project.
6. In addition to the services provided under this proposal, the District may authorize Bartle Wells Associates to perform additional services for which the District will compensate us based on consultants' hourly rates at the time the work is performed, plus direct expenses.
7. Bartle Wells Associates will maintain in force, during the full term of the assignment, insurance as provided in the Certificate of Insurance attached.
8. Bartle Wells Associates is an independent public finance advisory firm that is registered as a Municipal Advisor with the Securities and Exchange Commission (SEC Registration No. 867-00740) and the Municipal Securities Rulemaking Board (MSRB ID K0414).
9. If the project is terminated for any reason, Bartle Wells Associates is to be reimbursed for professional services and direct expenses incurred up to the time notification of such termination is received.



BARTLE WELLS ASSOCIATES
BILLING RATE SCHEDULE 2023

Rates Effective 1/1/2023

Professional Services

Financial Analyst I	\$120 per hour
Financial Analyst II	\$140 per hour
Associate Consultant.....	\$160 per hour
Consultant.....	\$180 per hour
Senior Consultant.....	\$205 per hour
Senior Project Manager	\$235 per hour
Principal Consultant	\$275 per hour

The hourly rates for professional services include all overhead and indirect expenses. Bartle Wells Associates does not charge for administrative support services. Expert witnesses, legal testimony, or other special limited assignments will be billed at one and one-half times the consultant’s hourly rate.

The above rates will remain in effect for the duration of the project.

Direct Expenses

Subconsultants will be billed at cost plus ten percent. Other reimbursable direct expenses incurred on behalf of the agency will be billed at cost plus ten percent. These reimbursable costs include, but are not limited to:

- Travel, meals, lodging
- Printing and photocopying
- Special statistical analysis
- Outside computer services
- Bond ratings
- Automobile mileage
- Messenger services and mailing costs
- Graphic design and photography
- Special legal services
- Legal advertisements

Insurance

Bartle Wells Associates maintains insurance in the amounts and coverage as provided in the attached schedule of insurance. Additional or special insurance, licensing, or permit requirements beyond what is shown on the schedule of insurance are billed in addition to the contract amount.

Payment

Fees are typically billed monthly or bi-monthly for the preceding work period and are due and payable within 30 days of the date of the invoice. A late charge of 1.0 percent per month may be applied to balances unpaid after 60 days.

SCHEDULE OF INSURANCE

Insured: BARTLE WELLS ASSOCIATES

Bartle Wells Associates will maintain in force, during the full term of the assignment, insurance in the amounts and coverage as provided in this schedule. If additional insurance is required, and the insurer increases the premium as a result, then the amount of the increase will be added to the contract price.

TYPE OF INSURANCE	COMPANY POLICY NUMBER	COVERAGES AND LIMITS	EXP. DATE
Commercial General Liability	Hartford Insurance Company Policy #35-SBA PA6857	<ul style="list-style-type: none"> ▪ \$2,000,000 General Aggregate ▪ \$2,000,000 Products Comp/Op Aggregate ▪ \$2,000,000 Personal & Advertising Injury ▪ \$1,000,000 Each Occurrence 	6/1/24
Excess/Umbrella Liability	Hartford Insurance Company Policy #35-SBA PA6857	<ul style="list-style-type: none"> ▪ \$1,000,000 Aggregate ▪ \$1,000,000 Each Occurrence 	6/1/24
Automobile Liability	Hartford Insurance Company Policy #35-UEC VU2842	<ul style="list-style-type: none"> ▪ \$1,000,000 Combined Single Limit 	6/1/24
Workers Compensation & Employers' Liability	Hartford Underwriters Insurance Company Policy #35-WEC FG7858	<p>Workers' Compensation: Statutory Limits for the State of California. Employers' Liability:</p> <ul style="list-style-type: none"> ▪ Bodily Injury by Accident - \$1,000,000 each accident ▪ Bodily Injury by Disease - \$1,000,000 each employee ▪ Bodily Injury by Disease - \$1,000,000 policy limit 	6/1/24
Professional Liability	Axis Surplus Lines Insurance Company Policy #ENN603224	<p>Solely in the performance of services as municipal financing consultants for others for a fee.</p> <p>Limit: \$2,000,000 Per Occurrence & Aggregate (including defense costs, charges, and expenses)</p>	6/1/24



Manager's Report

To: Board of Directors

From: David Goyer, General Manager

Date: September 12, 2023

RE: Item No. 6 – Oroville Arts Commission, 2023 Project Application for the “Art in Public Places / Oroville Beautification”

Local artist Mr. Ted Hanson & Mr. Frank Wilson will make a presentation to the Board regarding a mural project at LOAPUD #2.

The Board will review and consider directing GM Goyer to complete, sign and submit the 2023 Project Application Form for the Oroville Arts Commission “Art in Public Places/Oroville Beautification”. The application will be prepared for a mural project at LOAPUD #2. Upon successful award it would provide funds to offset the cost of the mural.

Attachments for each item included.

Recommended Action:

A motion to direct GM Goyer to complete, sign and submit the 2023 Project Application Form for the Oroville Arts Commission “Art in Public Places/Oroville Beautification” for a mural project at LOAPUD #2.



FOR INTERNAL USE ONLY	
DATE RECEIVED:	
RECEIVED BY:	

APPENDIX C:

PROJECT APPLICATION FORM

**Oroville Arts Commission
2023 Project Application Form
ART IN PUBLIC PLACES/OROVILLE BEAUTIFICATION**

Estimated Project Cost: \$ _____

NOTE: Please complete all requested information. If the question is not applicable to your request, enter N/A. If additional space is required, please attach additional pages using the format at the end of this application.

A. Applicant Information

1. Name of Applicant and Associated Entity (if any) Legal status

2. Contact Information

a. Mailing address:

b. Telephone, Voice Mail, E-mail Contact Information

APPLICANT ACKNOWLEDGEMENT AND SIGNATURE

Authorized Signature **Date**

Name and Title (Please type or print)

B. Description of Project

(Briefly summarize the proposed art/beautification and the project benefit if the grant is approved)

Project Location: _____

C. Cost Estimate / Timeline

(Provide a cost breakdown of the project. If the project will be completed in phases, please break down the cost by phase; including a final estimate of time and cost. Expand on what each phase will entail.

(Please consider site preparation in timeline and cost breakdown.)

Phase	Description	Estimated Completion Date	Phase Cost

--

D. Drawings / Renderings of proposed project

(Please draw to scale. Attach if necessary)

F. Consistency with Arts Commission Goals: (if not applicable to your request enter N/A)

Please indicate whether the request is consistent with any of the following Arts Commission Goals. **(Please mark all that apply)**

<input type="checkbox"/>	Provides opportunities for the artistic and cultural development of citizens of Oroville.
<input type="checkbox"/>	Facilitate the education of all citizens in the development of their creative skills and an appreciation for the arts
<input type="checkbox"/>	Support the development of artists and the access and exposure to the community.
<input type="checkbox"/>	Consider integrating artists and other design professionals into the planning, design, building, and development of Oroville in order to achieve the highest standards of design for the city.
<input type="checkbox"/>	Support diversity in the arts
<input type="checkbox"/>	Support a program of “Art in Public Places” as an important component in the revitalization into a thriving, pedestrian friendly downtown.
<input type="checkbox"/>	Promote and support the development of long-term fiscal strategies to assist local arts organizations in maintaining their stature and contribution to the quality.

G. PROJECT SELECTION CRITERIA

- 1) Conceptual compatibility of the design with the immediate environment of the site;
- 2) Appropriateness of the design to the function of the site;
- 3) Compatibility of the design and location within a unified design character or historical character of the site;
- 4) Creation of an internal sense of order and a desirable environment for the general community by the design and location of the work of art;
- 5) Preservation and integration of natural features with the project;
- 6) Appropriateness of the materials, textures, colors, and design to the expression of the design concept;
- 7) Representation of a broad variety of tastes within the community and the provision of a balanced inventory of art in public places to insure a variety of style, design, and media throughout the community that will be representative of the eclectic tastes of the community.

H. Ownership & Maintenance of Art

(To be completed by property owner)

Title to all public art required by and installed pursuant to this section of Per CITY Code §17.08.135(G) on private property shall be vested in the owner and pass to the successive owners of the development project. Each successive owner shall be responsible for the custody, protection and maintenance of such works of art. Public art installed on public property is owned by the City of Oroville and maintenance, removal or protection is the responsibility of the City.

For any works of art installed on private property, the owner(s) of the property shall be required to enter into a written agreement for the maintenance of the artwork. The agreement shall be in a form approved by the City Attorney and Zoning Administrator and suitable for recordation with the Butte County recorder. The agreement shall be binding upon the property owner(s) and any successors in interest. (example agreement attached as Appendix F)

I hereby authorize _____, applicant of the Oroville Arts & Downtown Beautification Program, to create and install a piece of art upon award and acceptance of the Oroville Arts & Downtown Beautification Program grant funding. I further agree, as the property owner, to be responsible for the custody, protection and maintenance of such works of art for the period of time agreed upon between myself and the Arts Commission.

Address of proposed art project

Property Owners, Signature

Date

Property Owners, Print Name

**SEND COMPLETED APPLICATIONS BY
4:00 P.M. PST, MONDAY, SEPTEMBER 18, 2023**

TO:

City of Oroville
Arts Commission
1735 Montgomery Street
Oroville, Ca 95965



FAXED OR

COPIES WILL NOT BE ACCEPTED

ELECTRONIC

City of Oroville USE ONLY

Date Received: _____

How Received: _____

Has the applicant provided all information requested in the Preliminary Application?

___ Yes ___ No

Notes:

Record of follow-up:

Date: _____

Issue: Discussed: _____

Date: _____

Issue: Discussed: _____

COPY THIS PAGE TO INSERT ADDITIONAL INFORMATION THAT IS EXPANDED BEYOND THE SPACE PROVIDED.

HEADING: _____

Additional information from page # _____



Manager's Report

To: Board of Directors

From: David Goyer, General Manager

Date: September 12, 2023

RE: Item No. 7 – LAFCo and SC-OR Reports.

7.1 LAFCo

7.2 SC-OR

Please see attached August 2023 minutes and July 2023 flow reports for SC-OR (if available).

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

(Held at the Commission office on August 22, 2023 at 5:00 p.m.)

1. Call to Order ❖

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

2. Roll Call ❖

Commissioners present were Commissioners Salvucci from the Lake Oroville Area Public Utility District, Pittman and Thomson from the City of Oroville, Taggart and Koch from the Thermalito Water and Sewer District. Staff present was Manager Glen Sturdevant, Plant Supervisor Mikah Salsi, and Attorneys Danielle Williams from Jones Mayer and Meghan Wharton from Colantuono, Highsmith & Whatley's office both attending by Zoom. Commissioner Mastelotto was absent.

3. Salute to the Flag ❖

Chairman Taggart led the commissioners and staff in the salute to the flag.

4. Acknowledgment of Visitors ❖

None

5. Board Meeting Minutes of the Regular Meeting held on July 25, 2023 ❖

Upon motion by Commissioner Koch to approve the minutes of the meeting, and seconded by Vice-Chair Pittman, the minutes of the July 25, 2023 regular meeting were unanimously approved.

6. Employee Safety Meeting Minutes held on August 16, 2023 ❖

Upon motion by Vice-Chair Pittman to approve the minutes of the meeting, and seconded by Chairman Taggart, the minutes of the August 16, 2023 employee safety meeting were unanimously approved.

7. Authorization of Warrants ❖

Commissioner Thomson met with Manager Sturdevant and reviewed the warrants earlier: Warrants included check numbers 28290-28358 for a total amount of \$1,387,175.78 from July 26, 2023 to August 22, 2023, including Commissioner fees and electronic fund transfers. The warrants were ordered paid.

8. Fiscal Reports ❖

Manager Sturdevant stated there were no fiscal reports for July due to the annual audit. They will be presented at the September meeting along with the August fiscal reports.

9. Closed Session ❖

The Commissioners adjourned to closed session at 5:04 pm and reconvened to open session at 5:13 pm. Chairman Taggart stated that there was only information received in closed session, and no direction was given.

10. Amendment No. 5 to Task Order No. 34 – Wastewater Treatment Plant Upgrade Final Design ❖

Manager Sturdevant stated that we had to ask Jacobs to change the design plan a couple of times since we were awarded grant monies. Originally, we were going to get \$20M, and we approved an amendment to their contract for phasing a \$20M project. Then the County came back and said we were only going to get a \$10M grant, so we had to re-phase the project design. This amendment is after the fact, as Jacobs has already done most of the work. They are done designing the phased project, but we still need to get the bid language that is part of this package and a cost estimate. They are asking for \$175,000 to finish this final design repackaging project.

Vice-Chair Pittman asked what this upgrade will get us. Manager Sturdevant said we will gain 1,800 connections, an increase to a maximum flow of 15MGD from 12MGD. It will not upgrade the technology, but is for capacity, as that is what is required in the grant.

A motion was made by Chairman Taggart to approve the amendment #5 to task order no. 34 for an amount not to exceed \$175,000. The motion was seconded by Commissioner Pittman, and passed by the following vote: Pittman – Yes, Taggart – yes, Salvucci – Yes.

11. Amendment of Policy #2310 – Compassion Leave ❖

Manager Sturdevant reported that the State of California passed a law effective January 1, 2023 granting 5 days of bereavement leave to employees. We need to adjust our current policy from 3 days of paid leave to 5 days of paid leave. Attorney Jones had his employment attorney look over the policy who made some changes to the language.

A motion was made by Commissioner Koch, and seconded by Commissioner Salvucci to approve the amendment to SC-OR Policy No. 2310 to increase the bereavement leave from 3 days paid to 5 days paid. The motion passed by unanimous consensus.

12. Attorney's Report ❖

None

13. Manager's Report ❖

Manager Sturdevant asked for direction on the Ruddy Creek Pump Station property purchase. He asked if the board was considering using eminent domain on that property. The property owner just will not respond to any calls or letters. Commissioner's Koch and Mastelotto, who both know her personally, called her but received no response from her. Eminent domain isn't the optimal way to go for either entity. Verbally she was good with our offer when originally presented to her, so we don't know what changed. He said he doesn't want to threaten her. Commissioners Taggart and Pittman suggested sending a certified letter stating we needed a response by a certain date, otherwise we will need to move to the next step. Chairman Taggart directed Manager Sturdevant to put this on next month's agenda to move forward.

Manager Sturdevant reported and he and Mikah went to Sacramento and met with seven staff members of Department of Water Resources' (DWR) Regulatory Department to discuss the miniature hydro facility on the Butte-Sutter canal that we are interested in pursuing. This was previously pursued by Ray Sousa and Scott Koch when they were managers of SC-OR, and he and Mikah looked at the 2013 correspondence and they saw no red flags, or any reasons not to pursue this project. It seems like a win-win project. DWR said they don't see any reason why this project cannot proceed. They did mention the FERC license, and that could be an obstacle. DWR said there may be ways around FERC. DWR is doing their due diligence inside DWR, and are supposed to report back to us. He will then follow up with the Commission and see if we want to invest more money into this project with an updated feasibility study. We were also made aware that there are grant monies for these types of projects, so we will pursue those if we proceed with this project.

14. Visitor Comments ❖

None

15. Commissioner and Staff Comments ❖

Commissioner Pittman asked Commissioner Salvucci about the housing project at Ophir and Lincoln, and if it was going to start. Commissioner Salvucci stated that at LOAPUD's last board meeting the developers were there telling them that they were eager to begin their development. He said that LOAPUD will put in a new lift station at Ophir and Lincoln, and will then take two other lift station off-line. Manager Sturdevant said that the developer will need to do another capacity study prior to beginning their project. Commissioner Koch stated that he had requested a new capacity study when he was still manager because the original was so old. Commissioner Pittman asked how many units they were talking about. Commissioner Salvucci said 120 units, but it could expand.

Commissioner Pittman asked Manager Sturdevant about the EDU audit that had been discussed at the last meeting. Manager Sturdevant said he's talked with the JPA managers, and this Thursday they will all meet the new City Public Works and Community Service Development Directors, and all sit down to discuss our ideas of how to proceed

with the audit. He made it clear to Manager's Boucher and Goyer that he does not want to give a "witch hunt" vibe. He wants as accurate of information as he can get, and doesn't want anyone to think they could get in trouble if their numbers don't add up.

Commissioner Thomson said that the clock that we run the meeting by is faster than cell phone clocks. He mentioned that because we were waiting on the attorneys to join the meeting by Zoom and they may have seemed late, but there were a few minutes of lag time. Glen will buy another clock to put in its place.

Chairman Taggart asked the city commissioners what was going in next to Riebes. Vice-Chair Pittman said that Tractor Supply was building a new store and will be moving there once it is done.

16. Adjournment ❖

There being no further business, the meeting was adjourned at 5:38 p.m. to the regular meeting scheduled for September 26, 2023 at 5:00 p.m.

Respectfully submitted,



GLEN E. STURDEVANT, CLERK

DRAFT

Sewerage Commission - Oroville Region

Monthly Flows Report - Jul-23

Name of Agency	Total Monthly Flow (MG)	Average Daily Flow (MG)	Total Peak Flow (MG)	Date of Peak Flow
SC-OR Plant Total	68.370	2.205	5.80	7/2/2023
Lake Oroville Area P.U.D.	21.858	0.705	1.20	7/3/2023
Thermalito Water and Sewer				
City of Oroville				

Septage Pumpers 0.0926 Million Gallons/Month

Monthly Rainfall 0 Total Inches/Month



Manager's Report

To: Board of Directors

From: David Goyer, General Manager

Date: September 12, 2023

RE: Item No. 8 – Board Members', Manager, and Staff Comments.

8.1 Field Operations Activity Report

The August 2023 Field Operations Activity Report is included for your review and discussion. Information only, no action to be taken at this time.

Attachment Included

8.2 General Manger's Report

Updates on ongoing activities:

- A line upgrade "Lincoln Family Apartments" - (Keith)
- 3520 Spencer Ave property acquisition
- River Ranch time extension "Delayed"
- LEAP & REAP State and County Grants
- Birkholz TSM Status 10 SFR
- 85 Acres Lot split Ted Runge
- Rate Study
- CSDA – Monterey

FIELD OPERATIONS ACTIVITY REPORT

AUGUST 2023

Meetings and Compliance

- California State Water Resource Control Board: The District reported “ZERO” Sanitary Sewer Overflows for the month of August 2023.
- Industrial Electrical Company: The Field Operations Crew attended a two-day electrical training course hosted by SC-OR (Sewer Commission-Oroville Region).
- 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

- Mt. Ida Road Pipeline Replacement Project: A total of 560’ LF of new 18” SDR35 sewer pipe and 3 manholes installed. The new line is currently in operation allowing +-600’ LF of 12” clay pipe with multiple I&I deficiencies to be abandoned. Final surface restoration to be completed in the first half of September 2023 pending material availability for asphalt. Due to upcoming weather an additional +-550’ LF of clay pipe will be replaced in late Spring of 2024.

I&I Repairs and Inspections

- No I&I repairs or inspections to report.

New Permits and Connections, Estimates, Inquiries or Termination

- New Lateral Installations: 2074 Elgin Street and 2078 ½ Ithaca Street; Passed inspections and testing; Lower laterals accepted by the District.

Lines Cleaned

- 7970’ LF Cleaned with the Combo-Vac Truck.

CCTV Work

- No CCTV work to report.

Maintenance, Repairs and Misc

- General grounds maintenance at District office and LOAPUD #2.
- Royal Oaks L/S: New emergency power manual transfer switch installed by the Field Operations Crew.
- All Lift Station wet-wells pumped of debris with the Combo-Vac Truck.
- 2004 Sterling Jet Rodder- New heater core installed.

- 2007 John Deere 410 Backhoe- Front tires replaced; Blow out due to age of old tires.

Primary System Service Calls/O.T. Call Outs

- Service Calls- 1: Property owner of 1191 Mt Ida Road called on behalf of the tenant reporting back up issues with toilet in barn/shop. Debris in line from removed toilet. Gave direction to property owner to call plumbing contractor.
- O.T. Call Outs- 1: Low SCADA communication at Bidwell Canyon L3 L/S; Radio was reset and issue was resolved.

Villa Verona Service Calls/O.T. Call Outs

- Service Calls- 5: All tanks serviced and/or pumped.
- O.T. Call Outs- Zero for the month of August 2023.

Fuel Consumption

- Gasoline: 270.7gals (Last Mo. 315.1gals)
- Diesel: 411.8gals (Last Mo. 360.0gals)

gals = gallons
L/F = Linear Feet
Ft = Feet
L/S = Lift Station
I&I = Inflow & Infiltration
O.T. = Overtime

Prepared By:
Vince Victorino
Field Operations Supervisor



Manager's Report

To: Board of Directors
From: David Goyer, General Manager
Date: September 12, 2023

RE: Item No. 9 – Future Agenda Items.

- River Ranch Time extension agreement
- 3520 Spencer Property acquisition