

**AGENDA**  
**OLIVEHURST PUBLIC UTILITY DISTRICT (OPUD)**  
**BOARD OF DIRECTORS REGULAR MEETING**  
**7:00 p.m., Thursday, June 17, 2021**  
**LOCATION: Virtual Board Meeting**

**CORONAVIRUS (COVID-19) ADVISORY NOTICE**

**PUBLIC ADVISORY: THE OPUD BOARD ROOM WILL NOT BE OPEN TO THE PUBLIC**

To ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, the Board chambers will not be open for the meeting. To maintain transparency and public access, Board members and the public will be participating virtually or telephonically and will not be physically present in the Board Room.

If you would like to speak on an agenda item, you can access the meeting remotely:

Join from a PC, MAC, iPad, iPhone, or Android device. Although your image will not be shown on the video conference, you will be able to listen and view the meeting on Zoom.

**Link and password for Virtual Board Meeting will be available on our website at [www.opud.org](http://www.opud.org) or contact the OPUD Business Office at (530) 743-4657**

**Note: Your phone number will appear on the screen unless you first dial \*67 before dialing the numbers provided on our website.**

If you want to comment during the public comment portion of the Agenda, you can use the "Raise Hand" function in Zoom or you can Press \*9 if you are calling in. The acting Board Clerk will select you from the meeting cue. Please be patient while waiting in the cue.

If you do not want to speak during the public comment portion of the Agenda, you are also encouraged to submit email correspondence to [britchie@opud.org](mailto:britchie@opud.org).

Email comments will be accepted up until 6:00 PM the day of the meeting and forwarded to the Board of Directors, posted to the OPUD website, and placed in OPUD's permanent records.

Email messages should be sent to [britchie@opud.org](mailto:britchie@opud.org). If you choose to submit an email, please note in the Subject Line the part of the Agenda your email pertains to.

For example, you can type in the Subject Line, "Agenda Item 6 – District Business" or "Agenda Item 8 – Business Office".

***Our Mission is to provide superior, environmentally sensitive services to responsibly enhance our community.***

*We will do this by focusing on:*

- *District growth,*
- *Maintaining a positive public image*
- *Recreation and parks*
- *Sustainable long-term fire protection*
- *Fully depreciating our facilities*
- *Ensuring organizational stability*

\*\*D/A - Discussion/Action

*Materials related to an item on this agenda submitted to the Olivehurst Public Utility District Board of Directors after distribution of the agenda packet are available for public inspection in the Olivehurst Public Utility District Office, 1970 9<sup>th</sup> Avenue in Olivehurst during normal business hours or online at <http://www.opud.net>. These proceedings may be recorded by a person or persons other than the District Clerk and as such, are not controlled by Olivehurst Public Utility District. Effort will be made to address the agenda items in the order shown. However, the Board President has the discretion to address items out of sequence for the convenience of the public and/or the Board Members. In compliance with the American with Disabilities Act, the meeting room is wheelchair accessible and disabled parking is available. If you have a disability and need disability-related modifications or accommodations to participate in this meeting, please contact the Clerk of the Board at (530) 743-0317 or (530) 743-3023 (fax). Requests must be made one full business day before the start of the meeting. To place an item on the agenda, contact the contact the Clerk of the Board at (530) 743-0317.*

1. Call to Order – Meeting was called to order at 7:00 by Director Griego

2. Pledge of Allegiance

3. Roll Call

Directors Present: Director Burbank, Director Nelson, Director Perrault, and Director Griego  
Directors Absent: Director Floe

Also Present: John Tillotson, General Manager; Karin Helvey, Financial Manager; Deirdre Joan Cox, Legal Counsel; Cindy Van Meter, Office Manager; Christopher Oliver, Public Works Engineer; Bri Anne Ritchie, District Clerk; and other interested parties.

4. Public Participation

Members of the Public Present: Jim Carpenter, Previous OPUD Board Director, Petr Smolin

Items appearing on this agenda: When your item(s) is called, the Board Clerk will announce your opportunity to address the Board. Comments should be limited to 3 minutes per speaker.

Items not appearing on this agenda: members of the public may address the Board on any matter within the Board's jurisdiction that does not appear on posted agenda. No action may be taken on any matter that is not on the posted agenda. Members of the public wishing to address the OPUD Board at this time are requested use the raise hand feature, state your name and residency for the record, and begin your address to the Board. Comments should be limited to 3 minutes per speaker.

5. Consent Agenda – The Consent Agenda groups together those items which are considered routine and noncontroversial, or for which prior policy direction has been given to staff. Items in this category are typically adopted in total by one motion, though the Board may, upon the request of Directors, Staff, or any member of the public, consider any matter separately–D/A

5.1. [Approve Minutes of the May 20, 2021 Regular Meeting.](#)

5.2. [Approve Minutes of the June 10, 2021 Special Meeting.](#)

5.3. [Approve May 2021 Claims for Payment.](#)

5.4. [Approve May 2021 Overtime Report.](#)

5.5. [Review Revenue and Expenditure Summary May 27, 2021 FY 2021 \(Strategic Plan 5.3 & 5.4\).](#)

- 5.6. [Review Water Sales May 2016 to May 2021 \(Strategic Plan 5.1, 5.3\).](#)
- 5.7. [Review Invoice Cloud Activity through June 6, 2021 \(Strategic Plan 5.1, 5.3\).](#)
- 5.8. [Approve Tax Proceeds \(Appropriation Limit\) for 2021-22.](#)
- 5.9. [Review approved Review for Consideration of Resolution 2081 Waiver for 1709 11<sup>th</sup> Avenue.](#)
- 5.10. Entertain motions for approval of consent agenda and take roll as appropriate.

A motion was made by Director Burbank and seconded by Director Perrault to approve the consent agenda. The motion passed as follows:

Ayes: Directors Burbank, Nelson, Perrault, and Griego  
Noes: None  
Absent: Director Floe

6. [District Business](#)

- 6.1. Discuss Voting Rights Act Ward Based OPUD Board Elections – D/A
  - 6.1.1. Public comment
  - 6.1.2. Questions/comments from Directors
  - 6.1.3. Entertain motions from Directors

Directors discussed this item. No motion was made.

- 6.2. [Consider authorizing proposed Preliminary Budget for FY 2021-22 – D/A](#)
  - 6.2.1. Public comment
  - 6.2.2. Questions/comments from Directors
  - 6.2.3. Entertain motions from Directors

A motion was made by Director Burbank and seconded by Director Perrault authorizing the Preliminary Budget for FY 2021-22. The motion passed as follows:

Ayes: Directors Burbank, Nelson, Perrault, and Griego  
Noes: None  
Absent: Director Floe

- 6.3. [Consider approving property/liability and worker's compensation coverage with SDRMA for FY 2021-22 – D/A](#)
  - 6.3.1. Public comment
  - 6.3.2. Questions/comments from Directors
  - 6.3.3. Entertain motions and take roll as appropriate

A motion was made by Director Perrault and seconded by Director Burbank approving property/liability and worker's compensation coverage with SDRMA for FY 2021-22. The motion passed as follows:

Ayes: Directors Burbank, Nelson, Perrault, and Griego  
Noes: None  
Absent: Director Floe

- 6.4. [Discuss returning to in-person Board and Committee meetings starting June 29, 2021 – D/A](#)

- 6.4.1. Public comment
- 6.4.2. Questions/comments from Directors
- 6.4.3. Entertain motions from Directors

Directors discussed this item. No motion was made.

## 7. Public Works

### Parks

#### 7.1. Consider approving the lease agreement between OPUD and Danna Farms, Inc. for the 25 acre Plumas Lake Community Park – D/A

- 7.1.1. Public comment
- 7.1.2. Questions/comments from Directors
- 7.1.3. Entertain motions and take roll as appropriate

A motion was made by Director Burbank and seconded by Director Nelson approving the lease agreement between OPUD and Danna Farms, Inc. for the 25 acre Plumas Lake Community Park. The motion passed as follows

Ayes: Directors Burbank, Nelson, Perrault, and Griego  
Noes: None  
Absent: Director Floe

#### 7.2. Discuss naming 2 parks located in River Oaks South – D/A

- 7.2.1. Public comment
- 7.2.2. Questions/comments from Directors
- 7.2.3. Entertain motions and take roll as appropriate

A motion was made by Director Burbank and seconded by Director Nelson to name the first park Deputy B. Meilbeck Memorial Park and the second park Prairie Trails Park. The motion passed as follows:

Ayes: Directors Burbank, Nelson, Perrault, and Griego  
Noes: None  
Absent: Director Floe

#### 7.3. Consider approving the updated OPUD Parks Master Plan – D/A

- 7.3.1. Public comment
- 7.3.2. Questions/comments from Directors
- 7.3.3. Entertain motions and take roll as appropriate

Directors discussed this item. No motion was made.

#### 7.4. Discuss adding pickleball courts to existing or future parks in the District –D/A

- 7.4.1. Public comment
- 7.4.2. Questions/comments from Directors
- 7.4.3. Entertain motions and take roll as appropriate

This item was sent back to the Parks Committee. No motion was made.

#### 7.5. Consider approving the Special Event Request from Missionary Gospel Church – D/A

\*\*D/A - Discussion/Action

- 7.5.1. Public comment
- 7.5.2. Questions/comments from Directors
- 7.5.3. Entertain motions and take roll as appropriate

A motion was made by Director Burbank and seconded by Director Perrault to approve the Special Event Request from Missionary Gospel Church. The motion passed as follows:

Ayes: Directors Burbank, Nelson, and Griego  
Noes: Director Perrault  
Absent: Director Floe

#### Water/Wastewater

#### 7.6. Receive update on South County infrastructure – D/A

- 7.6.1. Public comment
- 7.6.2. Questions/comments from Directors
- 7.6.3. Entertain motions and take roll as appropriate

Directors received an update. No motion was made.

#### 7.7. [Consider approving the reimbursement agreement between OPUD and the City of Wheatland for the South County Infrastructure Project \(Strategic Plan 1.0\) – D/A](#)

- 7.7.1. Public comment
- 7.7.2. Questions/comments from Directors
- 7.7.3. Entertain motions and take roll as appropriate

A motion was made by Director Burbank and seconded by Director Perrault approving the reimbursement agreement between OPUD and the City of Wheatland for the South County Infrastructure Project pending legal approval and authorizing the General Manager to negotiate on the District's behalf. The motion passed as follows:

Ayes: Directors Burbank, Nelson, Perrault, and Griego  
Noes: None  
Absent: Director Floe

#### 7.8. Discuss and consider updating OPUD's water capacity study – D/A

- 7.8.1. Public comment
- 7.8.2. Questions/comments from Directors
- 7.8.3. Entertain motions and take roll as appropriate

Directors received an update. No motion was made.

#### 7.9. [Consider updating District Specifications and Details – D/A](#)

- 7.9.1. Public comment
- 7.9.2. Questions/comments from Directors
- 7.9.3. Entertain motions and take roll as appropriate

A motion was made by Director Burbank and seconded by Director Nelson to approve the updated District Specification and Details. The motion passed as follows:

Ayes: Directors Burbank, Nelson, Perrault, and Griego

Noes: None

Absent: Director Floe

7.10. [Consider approving and signing the grant agreement with Yuba Water Agency for the IRWM Grant for OPUD's Meter Installation Project – D/A](#)

7.10.1. Public comment

7.10.2. Questions/comments from Directors

7.10.3. Entertain motions and take roll as appropriate

A motion was made by Director Burbank and seconded by Director Perrault approving and signing the grant agreement with Yuba Water Agency for the IRWM Grant for OPUD's Meter Installation Project. The motion passed as follows:

Ayes: Directors Burbank, Nelson, Perrault, and Griego

Noes: None

Absent: Director Floe

7.11. [Consider approving bid specification for the OPUD Meter Installation Project – D/A](#)

7.11.1. Public comment

7.11.2. Questions/comments from Directors

7.11.3. Entertain motions and take roll as appropriate

A motion was made by Director Burbank and seconded by Director Perrault approving bid specification for the OPUD Meter Installation Project. The motion passed as follows:

Ayes: Directors Burbank, Nelson, Perrault, and Griego

Noes: None

Absent: Director Floe

8. Fire

8.1. [Consider approving 2021 Non-Compliant Weed Abatement List in accordance with Resolution 2208 – D/A](#)

8.1.1. Public comments

8.1.2. Questions/comments from Directors

8.1.3. Entertain motions and take roll as appropriate

A motion was made by Director Perrault and seconded by Director Burbank approving the 2021 Non-Compliant Weed Abatement List in accordance with Resolution 2208. The motion passed as follows:

Ayes: Directors Burbank, Nelson, Perrault, and Griego

Noes: None

Absent: Director Floe

9. Business Office

9.1. [Consider reinstating lien process for delinquent utility accounts – D/A](#)

9.1.1. Public comment

9.1.2. Questions/comments from Directors

9.1.3. Entertain motions from Directors

A motion was made by Director Perrault and seconded by Director Burbank approving the reinstatement of the lien process for delinquent utility accounts. The motion passed as follows:

Ayes: Directors Burbank, Nelson, Perrault, and Griego  
Noes: None  
Absent: Director Floe

9.2. [Consider Resolution No. 2372 approving the Plumas Lake CFD No. 2002-1 Tax Report for Fiscal Year 2021-22 and levying and apportioning the Special Tax for Fiscal Year 2021-22 as provided therein. \(Strategic Plan 5.3 & 5.4\) – D/A](#)

- 9.2.1. Public comment
- 9.2.2. Questions/comments from Directors
- 9.2.3. Entertain motions from Directors

A motion was made by Director Perrault and seconded by Director Burbank approving Resolution No. 2373 approving CFD No. 2002-1 Tax Report for Fiscal Year 2021-22 and levying and apportioning the Special Tax for Fiscal Year 2021-22 as provided therein. The motion passed as follows:

Ayes: Director Burbank, Nelson, Perrault, and Griego  
Noes: None  
Absent: Director Floe

9.3. [Consider approving Resolution No. 2373 approving CFD No. 2005-2 Tax Report for Fiscal Year 2021-22 and levying and apportioning the Special Tax for Fiscal Year 2021-22 as provided therein. \(Strategic Plan 5.3 & 5.4\) – D/A](#)

- 9.3.1. Public comment
- 9.3.2. Questions/comments from Directors
- 9.3.3. Entertain motions from Directors

A motion was made by Director Burbank and seconded by Director Nelson approving Resolution No. 2373 approving CFD No. 2005-2 Tax Report for Fiscal Year 2021-22 and levying and apportioning the Special Tax for Fiscal Year 2021-22 as provided therein. The motion passed as follows:

Ayes: Directors Burbank, Nelson, Perrault, and Griego  
Noes: None  
Absent: Director Floe

10. [Board Committee Schedule](#)

- 10.1. July 2021 Committee Meeting Schedule.
  - 10.1.1. Fire & Safety Committee – Tuesday, June 29, 2021 at 5:00 p.m.
  - 10.1.2. Parks & Recreation Committee – Tuesday, June 29, 2021 at 4:00 p.m.
  - 10.1.3. Water & Wastewater Committee – Wednesday, June 30, 2021 at 5:45 p.m.

11. [Reports \(non-action items\)](#)

- 11.1. [June Fire Department Committee Report.](#)
- 11.2. [June Parks Department Committee Report.](#)
- 11.3. [June Water & Wastewater Department Committee Report.](#)



- 11.4. Report from the General Manager.
- 11.5. Report from Legal Counsel.
- 11.6. Reports from Directors.
- 11.7. Public comment.

12. Correspondence

13. Closed Session – Closed session was convened at 9:27 p.m.

- 13.1. Conference with Labor Negotiator (Gov. Code § 54957.6) – It is the intention of the Board to meet in closed session to review its position and to instruct its designated representatives:

Agency Designated Representative: John Tillotson, General Manager

Name of Employee Organization: Operating Engineers Local Union No. 3 Public Employees Division, on Behalf of the Business and Utility Unit

- 13.2. Conference with Labor Negotiator (Gov. Code § 54957.6) – It is the intention of the Board to meet in closed session to review its position and to instruct its designated representatives:

Agency Designated Representative: John Tillotson, General Manager

Name of Employee Organization: Management Professional Employees Association (MPEA)

- 13.3. Conference with Legal Counsel – Existing Litigation pursuant to Government Code Section 54956.9(d).

Name of Case: Damon Chavez & Michael Welch v. Olivehurst Public Utility District, Perry Jackson

- 13.4. Conference with Legal Counsel – Significant Exposure to Litigation pursuant to Government Code Section 54956.9(d)(2): Number of potential cases: Two

14. Meeting Reconvened – Closed session was adjourned at 10:18 p.m.

- 14.1. Announcement of reportable actions taken in closed session.

No reportable actions to report.

15. Adjourn

- 15.1. Entertain motion to adjourn.

A motion was made by Director Nelson and seconded by Director Perrault to adjourn the meeting. The motion passed as follows:

Ayes: Directors Nelson, Perrault, and Burbank

Noes: None

Absent: Directors Griego and Floe

The meeting was adjourned at 10:18 p.m.