

Revision 1

**AGENDA**  
**OLIVEHURST PUBLIC UTILITY DISTRICT (OPUD)**  
**BOARD OF DIRECTORS REGULAR MEETING**  
**7:00 p.m., Thursday, December 15, 2022**  
**LOCATION: Hybrid Board Meeting**

OPUD Board meetings will be conducted at its regular in-person meeting location in the Board Chambers, 1970 9<sup>th</sup> Avenue, Olivehurst, for the public to attend. Attendance will be limited to 50 percent of room capacity (no more than 20 persons), and it is strongly recommended that all in-person attendees wear face coverings and social distance as recommended by public health authorities.

All attendees are encouraged to be fully vaccinated.

Meetings will also continue to be streamed live and members of the public may participate remotely as described below.

Accordingly, on the day of the meeting you will have the option to:

- Attend via Zoom, using the procedure outlined below.
- Participate in person, as noted above.

If you anticipate wanting to speak during the meeting, please join in advance of public comment time.

To submit public comment during the meeting, please join us in person or on Zoom.

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 Hybrid 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 Board Clerk will select you from the meeting cue. Please be patient while waiting in the cue.

***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 – The meeting was called to order at 7:00 p.m. by Director Griego.

2. Pledge of Allegiance

3. Roll Call

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

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

4. Public Participation

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 the 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 to 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.

3 members of the public were present via Zoom.

5. Comments from Outgoing President

Director Griego made a brief comment about the District's accomplishments over the past year and thanked the staff and other Directors for their hard work.

6. Election of Officers of the Board

6.1. President of the Board – D/A

A motion was made by Director Perrault and seconded by Director Floe nominating Director Nelson as the Board President. The motion passed as follows:

Ayes: Directors Floe, Perrault, Griego, and Nelson

Noes: None

Directors Absent: Director Burbank

6.2. Vice President of the Board – D/A

A motion was made by Director Griego and seconded by Director Floe nominating Director Perrault as the Board Vice President. The motion passed as follows:

Ayes: Directors Floe, Griego, Perrault, and Nelson

Noes: None

Absent: Director Burbank

6.3. [Discuss process for Committee Assignments – D/A](#)

Directors discussed committee assignments. Director Nelson was removed from the Parks Committee and replaced by Director Perrault. No motions were made.

6.4. Discuss extending sunsets on ad-hoc committees – D/A

Directors discussed ad-hoc committee assignments and extended all ad-hoc committees through end of 2023. No changes to ad-hoc committee assignments or motions were made.

6.5. Examine and consider modification to the current Committee scheduling process – D/A

Directors discussed modifications to the current committee schedules. Parks committee was moved back to Tuesdays at 5:00 p.m. No motions were made.

7. 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

7.1. [Approve Minutes of the November 16, 2022, Special Meeting.](#)

7.2. [Approve Minutes of the November 17, 2022, Special Meeting.](#)

7.3. [Approve Minutes of the November 17, 2022, Regular Meeting.](#)

7.4. [Approve November 2022 Claims for Payment.](#)

7.5. [Approve November 2022 Overtime Report.](#)

7.6. [Review Revenue and Expenditure Summary November 22, 2022, FY 2021 \(Strategic Plan 5.3 & 5.4\).](#)

7.7. [Review Water Sales November 2016 to November 2022 \(Strategic Plan 5.1, 5.3\).](#)

7.8. [Review Service Water Account Analysis November 2022 \(Strategic Plan 5.1, 5.3\).](#)

7.9. [Review Invoice Cloud Activity through December 7, 2022 \(Strategic Plan 5.1, 5.3\).](#)

7.10. [Review September 2022 Treasurer Report \(Strategic Plan 5.1, 5.3\).](#)

7.11. [Approve OPUD Resolution No. 2409 - A Resolution Authorizing Teleconference Meetings in Compliance with AB 361.](#)

7.12. Entertain motions for approval of consent agenda and take roll as appropriate.

A motion was made by Director Griego and seconded by Director Floe approving the consent agenda. The motion passed as follows:

Ayes: Directors Floe, Griego, Perrault, and Nelson

Noes: None

Absent: Director Burbank

## 8. District Business

8.1. Public Hearing for the annexation of territory into CFD 2005-2 for Parks Maintenance – D/A

8.1.1. Open the Public Hearing – Opened Public Hearing at 7:14 p.m.

8.1.2. Confirmation of required notice by law

8.1.3. Confirmation of written comments/protests

8.1.4. [Staff Presentation](#)

8.1.5. Public Comment – Closed Public Hearing at 7:16 p.m.

8.1.6. [Consider approving OPUD Resolution No. 2411, a resolution calling an election to vote on the annexation of territory into OPUD CFD 2005-2 for parks maintenance \(annexation 10\) – D/A](#)

8.1.6.1. Public comment

8.1.6.2. Questions/comments from Directors

8.1.6.3. Entertain motions and take roll as appropriate

A motion was made by Director Griego and seconded by Director Floe approving OPUD Resolution No. 2411, a resolution calling an election to vote on the annexation of territory into OPUD CFD 2005-2 for parks maintenance (annexation 10). The motion passed as follows:

Ayes: Directors Floe, Griego, Perrault, and Nelson

Noes: None

Absent: Director Burbank

8.1.7. [Consider approving OPUD Resolution No. 2412, a resolution declaring election results for vote on the annexation of territory into OPUD CFD 2005-2 for parks maintenance \(annexation 10\) – D/A](#)

8.1.7.1. Public comment

8.1.7.2. Questions/comments from Directors

8.1.7.3. Entertain motions and take roll as appropriate

A motion was made by Director Perrault and seconded by Director Griego approving Resolution No. 2412, a resolution declaring election results for vote on the annexation of territory into OPUD CFD 2005-2 for parks maintenance (annexation 10). The motion passed as follows:

Ayes: Directors Floe, Griego, Perrault, and Nelson

Noes: None

Absent: Director Burbank

8.1.8. [Consider waiving the first and second reading and the adoption of OPUD Ordinance No. 215, levying the tax on territory for OPUD CFD 2005-2 for parks maintenance \(annexation 10\) – D/A](#)

- 8.1.8.1. Public comment
- 8.1.8.2. Questions/comments from Directors
- 8.1.8.3. Entertain motions and take roll as appropriate

A motion was made by Director Perrault and seconded by Director Floe waiving the first and second readings and the adoption of OPUD Ordinance No. 215, levying the tax on territory for OPUD CFD 2005-2 for parks maintenance (annexation 10). The motion passed as follows:

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

8.2. [Consider approving the Delegation Agreement for the Clean Water Revolving Fund and Wheatland Regionalization \(Strategic Plan 1.0\) – D/A](#)

- 8.2.1. Public comment
- 8.2.2. Questions/comments from Directors
- 8.2.3. Entertain motions and take roll as appropriate

A motion was made by Director Griego and seconded by Director Perrault approving the Delegation Agreement for the Clean Water Revolving Fund and Wheatland Regionalization. The motion passed a follows:

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

8.3. Receive an update on water shutoffs – D/A

- 8.3.1. Public comment
- 8.3.2. Questions/comments from Directors
- 8.3.3. Entertain motions and take roll as appropriate

Directors received an update. No motion was made.

8.4. [Receive an update on water conservation analysis - D/A](#)

- 8.4.1. Public comment
- 8.4.2. Questions/comments from Directors
- 8.4.3. Entertain motions and take roll as appropriate

Directors received an update. No motion was made.

9. Public Works

Water/Wastewater

9.1. Receive update on South County infrastructure – D/A

- 9.1.1. Public comment
- 9.1.2. Questions/comments from Directors
- 9.1.3. Entertain motions and take roll as appropriate

Directors received an update. No motion was made.

9.2. Receive an update on the lift station at River Oaks and Zanes in Plumas Lake – D/A

- 9.2.1. Public comment
- 9.2.2. Questions/comments from Directors
- 9.2.3. Entertain motions and take roll as appropriate

Directors received an update. No motion was made.

9.3. Discuss the River Oaks North Lift Station – D/A

- 9.3.1. Public comment
- 9.3.2. Questions/comments from Directors
- 9.3.3. Entertain motions and take roll as appropriate

Directors received an update. No motion was made.

→ 9.4. [Consider approving Resolution No. 2410, a resolution authorizing the grant application, acceptance, and execution for the Olivehurst Drought Response project steel main replacement construction project – D/A](#)

- 9.4.1. Public comment
- 9.4.2. Questions/comments from Directors
- 9.4.3. Entertain motions and take roll as appropriate

A motion was made by Director Floe and seconded by Director Perrault approving Resolution No. 2410, a resolution authorizing the grant application, acceptance, and execution for the Olivehurst Drought Response project subject to changes suggested by Legal counsel. The motion passed as follows:

Ayes: Directors Floe, Griego, Perrault, and Nelson

Noes: None

Absent: Director Burbank

10. Human Resources

10.1. Consider hiring third firefighter based off MOU Proposal – D/A

- 10.1.1. Public comment
- 10.1.2. Questions/comments from Directors
- 10.1.3. Entertain motions and take roll as appropriate

Directors received an update. No motion was made.

11. Board Committee Schedule

11.1. January 2023 Committee Meeting Schedule.

- 11.1.1. Fire & Safety Committee – Tuesday, January 3, 2023, at 4:00 p.m.
- 11.1.2. Parks & Recreation Committee – Tuesday, January 3, 2023 at 5:00 p.m.  
Wednesday, January 4, 2023, at 4:45 p.m.
- 11.1.3. Water & Wastewater Committee – Wednesday, January 4, 2023, at 5:45 p.m.

12. Reports (non-action items)

- 12.1. [December Fire Department Committee Report.](#)
- 12.2. [December Parks Department Committee Report.](#)

12.3. [December Water & Wastewater Department Committee Report.](#)

12.4. Report from the General Manager.

12.5. Report from Legal Counsel.

12.6. Reports from Directors.

12.7. Public comment.

13. Correspondence

14. Closed Session – Closed Session was convened at 8:03 p.m.

14.1. CONFERENCE WITH LEGAL COUNSEL – Significant Exposure to Litigation pursuant to Government Code Section 54956.9(d)(2): Number of potential cases: two.

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

14.3. 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: TBA

Name of Employee Organization: Olivehurst Public Utility District Fire Department Association

15. Meeting Reconvened – Closed Session was adjourned at 8:34 p.m.

15.1. Announcement of reportable actions taken in closed session.

Reportable action on item 14.3 – 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: To be determined

Name of Employee Organization: Olivehurst Public Utility District Fire Department Association

Per Director Nelson, Agency Designated Representative is assigned to the General Manager, John Tillotson. The motion passed as follows:

Ayes: Directors Floe, Griego, Perrault, and Nelson

Noes: None

Absent: Director Burbank

16. Adjourn

16.1. Entertain motion to adjourn.

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

Ayes: Directors Floe, Griego, Perrault, and Nelson

Noes: None

Absent: Director Burbank

The meeting adjourned at 9:26 p.m.