

MINUTES
OLIVEHURST PUBLIC UTILITY DISTRICT (OPUD)
BOARD OF DIRECTORS SPECIAL MEETING
6:00 p.m., Thursday, April 18, 2019
Board Room, 1970 9th Avenue, Olivehurst, CA, 95961

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 9th Avenue in Olivehurst during normal business hours. 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.

1. Call to Order – Meeting was called to order at 6:00 p.m. by Director Griego.

2. Roll Call

Directors present: Director White, Director Burbank, Director Floe, Director Carpenter, and Director Griego.

Directors absent: None

Also Present: Deirdre Joan Cox, Legal Counsel

3. Public Participation – No members of the Public were present

4. Workshop

4.1. AB 1234 Ethics Training

Legal Counsel gave a presentation. Directors discussed this item. No motion was made.

5. Adjourn

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

Ayes: Directors White, Carpenter, Burbank, Floe, Griego

Noes: None

Absent: None

The meeting was adjourned at 6:55 p.m.

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MINUTES
OLIVEHURST PUBLIC UTILITY DISTRICT (OPUD)
BOARD OF DIRECTORS REGULAR MEETING
7:00 p.m., Thursday, April 18, 2019
Board Room, 1970 9th Avenue, Olivehurst

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

2. Pledge of Allegiance

3. Roll Call
Directors present: Director White, Director Carpenter, Director Burbank, Director Floe, and Director Griego.
Directors absent: None

Also Present: John Tillotson, General Manager; Christopher Oliver, Public Works Engineer; Karin Helvey, Financial Manager; Deirdre Joan Cox, Legal Counsel; Elizabeth Mallen, District Clerk/Executive Assistant; Doug Lofton, Yuba County Board of Supervisor; Lieutenant Joe Million, Yuba County Sheriff's Office; Nicole Motto, Plumas Lake Little League

4. Public Participation – No Members of the Public participated at this time.

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 March 21, 2019 Regular Meeting](#)
 - 5.2. [Approve March 2019 Claims for Payment.](#)
 - 5.3. [Approve March 2019 Overtime Report](#)

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

Ayes: Directors White, Carpenter, Burbank, Floe, Griego
Noes: None
Absent: None

Items 7.1 and 7.2 were discussed at this time. See items 7.1 and 7.2 for outcome.

6. District Business

6.1. Consider accepting the proposals from Economic and Planning Systems for support in administrating Community Facility Districts (CFDs) 2002-1 and 2005-2. – D/A

A motion was made by Director Floe and seconded by Director White to accept the proposals from Economic and Planning Systems for support in administrating Community Facility Districts (CFDs) 2002-1 and 2005-2. The motion passed as follows:

Ayes: Directors White, Carpenter, Burbank, Floe, Griego

Noes: None

Absent: None

6.2. Consider approving bid specifications for infrastructure relocation on 7th Avenue. – D/A

A motion was made by Director Burbank and seconded by Director Carpenter to approve the bid specifications for infrastructure relocation on 7th Avenue. The motion passed as follows:

Ayes: Directors White, Carpenter, Burbank, Floe, Griego

Noes: None

Absent: None

6.3. Discuss possible annexation of the Industrial, Sports and Entertainment Zone for water, sewer and parks (Strategic Plan 1.0). – D/A

A motion was made by Director White and seconded by Director Burbank to direct Staff to move forward with the annexation process. The motion passed as follows:

Ayes: Directors White, Carpenter, Burbank, Floe, Griego

Noes: None

Absent: None

6.4. Consider approval of proposed design elements and branding ideas for OPUD Community Outreach projects.– D/A

A motion was made by Director Floe and seconded by Director Burbank to approve the proposed design elements and branding ideas for OPUD Community Outreach projects. The motion passed as follows:

Ayes: Directors White, Carpenter, Burbank, Floe, Griego

Noes: None

Absent: None

6.5. Discuss InvoiceCloud Implementation Status April 2019 (Strategic Plan 5.2, 5.4). – D/A

Directors discussed this item. No motion was made.

6.6. [Consider approving modifications to the Board Meeting agenda format to include Strategic Plan elements. – D/A](#)

A motion was made by Director Burbank and seconded by Director Floe to approve the modifications to the Board Meeting agenda format to include Strategic Plan elements. The motion passed as follows:

Ayes: Directors White, Carpenter, Burbank, Floe, Griego

Noes: None

Absent: None

6.7. [Review Fee Waivers Granted April 2018. – D/A](#)

Directors discussed this item. No motion was made.

7. [Public Works](#)

[Parks](#)

7.1. [Consider authorizing Plumas Lake Little League to operate a Fireworks Booth at Eufay Wood Sr. Memorial Park, and further consider establishing a cleaning deposit and fee as appropriate. – D/A](#)

A motion was made by Director Floe and seconded by Director Burbank to authorize Plumas Lake Little League to operate a Fireworks Booth at Eufay Wood Sr. Memorial Park pending fully executed application. The motion passed as follows:

Ayes: Directors White, Carpenter, Burbank, Floe, Griego

Noes: None

Absent: None

7.2. Discuss ongoing issues surrounding overnight parking at District parks. – D/A

Lt. Joe Million spoke to Directors regarding this item. Legal Counsel was instructed to coordinate with County Counsel regarding this item. No motion was made.

8. [Business Office](#)

8.1. [Review Revenues and Expenditures - Budget to Actual for April 10, 2019 \(Strategic Plan 5.3, 5.4\). – D/A](#)

Directors discussed this item. No motion was made.

8.2. [Review Water Sales Comparison for March 2015-19 \(Strategic Plan 5.1, 5.3\). – D/A](#)

Directors discussed this item. No motion was made.

9. [Board Committee Schedule](#)

9.1. May 2019 Committee Meeting Schedule.

9.1.1. Fire & Safety Committee – Tuesday, April 30, 2019 at 5:30 p.m.

9.1.2. Parks & Recreation Committee – Tuesday, April 30, 2019 at 4:30 p.m.

9.1.3. Water & Wastewater Committee – Wednesday, May 1, 2019 at 5:45 p.m.

10. Reports (non-action items)

- 10.1. [April Fire Department Committee Report](#)
- 10.2. [April Parks Department Committee Report](#)
- 10.3. [April Water & Wastewater Department Committee Report](#)
- 10.4. Report from the General Manager.
- 10.5. Report from Legal Counsel.
- 10.6. Reports from Directors.
- 10.7. Public comment.

General Manager gave a report.

11. Closed Session – Closed Session was convened at 8:06 p.m.

- 11.1. Conference with Legal Counsel - Existing Litigation – (Paragraph (1) of subdivision (d) of Section 54956.9: Plumas Brophy Fire Protection District; Wheatland Fire Authority v. Olivehurst Public Utility District; Olivehurst Public Utility District Board of Directors.
- 11.2. Conference with Legal Counsel – Anticipated Litigation pursuant to Government Code § 54956.9(d)(3)
- 11.3. Conference with Legal Counsel – Significant exposure to litigation pursuant to Government Code § 54956.9(d)(2): one case
- 11.4. Closed Session: Government Code § 54957 – It is the intention of the Board to meet regarding Public Employee Performance Evaluation: General Manager

12. Meeting Reconvened – Closed Session was adjourned at 8:41 p.m.

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

No reportable actions

13. Adjourn

- 13.1. Entertain motion to adjourn.

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

Ayes: Directors White, Carpenter, Burbank, Floe, Griego

Noes: None

Absent: None

The meeting was adjourned at 8:42 p.m.

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