

**AGENDA**  
**OLIVEHURST PUBLIC UTILITY DISTRICT (OPUD)**  
**BOARD OF DIRECTORS REGULAR MEETING**  
**7:00 p.m., Thursday, January 16, 2025**  
**LOCATION: Hybrid Board Meeting Via Zoom and In-Person at the**  
**Board Room Located at 1970 9<sup>th</sup> Avenue, Olivehurst, CA 95961**

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 Burbank

2. Pledge of Allegiance

3. Roll Call

Directors Present: Director Burbank, Director Nelson, and Director Perrault

Directors Absent: Director Griego, Director Floe

Also Present: John Tillotson, General Manager; Karin Helvey, Financial Manager; Deirdre Joan Cox, Legal Counsel; Swarnjit Boyal, Public Works Manager; Jesus Velazquez, Parks Department 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.

No members of the public were present.

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 December 19, 2024, Regular Meeting.](#)

5.2. [Approve December 2024 Claims for Payment.](#)

5.3. [Approve December 2024 Overtime Report.](#)

5.4. [Review Revenue and Expenditure Summary January 10, 2025, FY 2024-2025 \(Strategic Plan 5.3 & 5.4\).](#)

5.5. [Review Water Sales January 2021 to January 2025 \(Strategic Plan 5.1, 5.3\).](#)

5.6. [Review Invoice Cloud Activity through January 2, 2025 \(Strategic Plan 5.1, 5.3\).](#)

5.7. [Review Service Water Account Analysis January 2025 \(Strategic Plan 5.1, 5.3\).](#)

5.8. Approve merit increase for Carrie Caselli, Fire Fighter, Step 4 to Step 5, retroactive to January 3, 2025.

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

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

Ayes: Directors Nelson, Perrault, and Burbank

Noes: None

Absent: Directors Griego and Floe

6. District Business

6.1. [Consider approving Ordinance No. 220, an ordinance dissolving North Plumas Lake Community Facilities District 2005-1 \(Wheeler Ranch\) – D/A](#)

6.1.1.1. Public comment

6.1.1.2. Questions/comments from Directors

6.1.1.3. Entertain motions and take roll as appropriate

A motion was made by Director Perrault and seconded by Director Nelson approving Ordinance No. 220, an ordinance dissolving North Plumas Lake Community Facilities District 2005-1 (Wheeler Ranch) and transfer the funds out of the CFD to a restricted account. The motion passed as follows:

Ayes: Directors Nelson, Perrault, and Burbank

Noes: None

Absent: Directors Griego and Floe

6.2. [Consider approving Resolution No. 2447, a resolution authorizing execution of grant documents for submittal of a grant application to the Economic Development Administration for the regional wastewater treatment project – D/A](#)

6.2.1. Public comment

6.2.2. Questions/comments from Directors

6.2.3. Entertain motions and take roll as appropriate

A motion was made by Director Nelson and seconded by Director Perrault approving Resolution No. 2447, a resolution authorizing execution of grant documents for submittal of a grant application to the Economic Development Administration for the regional wastewater treatment project. The motion passed as follows:

Ayes: Directors Nelson, Perrault, and Burbank

Noes: None

Absent: Directors Griego and Floe

6.3. [Consider approving and accepting the agreement for dedication of real property with the Estom Yumeka Maidu Tribe of the Enterprise Rancheria – 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 Nelson approving and accepting the agreement for dedication of real property with the Estom Yumeka Maidu Tribe of the Enterprise Rancheria. The motion passed as follows:

Ayes: Directors Nelson, Perrault, and Burbank

Noes: None

Absent: Directors Griego and Floe

## 7. Public Works

### Parks

7.1. [Consider accepting Village 5 park improvements for Kule Loklo Park via Cresleigh Homes Incorporation and give authorization to OPUD General Manager to accept Grant Deed once OPUD receives from Cresleigh, given legal review and approval of Grant Deed document language – 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 Perrault and seconded by Director Nelson accepting Village 5 park improvements for Kule Loklo Park via Cresleigh Homes Incorporation and giving authorization to OPUD General Manager to accept Grant Deed once OPUD received from Cresleigh, given legal review and approval of Grant Deed document language. The motion passed as follows:

Ayes: Directors Nelson, Perrault, and Burbank

Noes: None

Absent: Directors Griego and Floe

7.2. [Consider authorizing OPUD General Manager to approve reimbursement to Cresleigh Homes Incorporation for development of Kule Loklo Park in the amount of \\$1,244,696.34 once the grant deed for the park has been approved and accepted – 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 Nelson and seconded by Director Perrault authorizing OPUD General Manager to approve reimbursement to Cresleigh Homes Incorporation for development of Kule Loklo Park in the amount of \$1,244,696.34 once the grant deed for the park has been approved and accepted. The motion passed as follows:

Ayes: Directors Nelson, Perrault, and Burbank

Noes: None

Absent: Directors Griego and Floe

### Water/Wastewater

7.3. Receive update on South County infrastructure – 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 received an update. No motion was made.

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

7.4.1. Public comment

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

Directors received and update. No motion was made.

7.5. [Consider approving the draft proposal from PBI Engineering Consulting for hydrogeologic consulting services associated with Well No. 31 not to exceed \\$25,000.00 – D/A](#)

- 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 Perrault and seconded by Director Nelson approving the draft proposal from PBI Engineering Consulting for hydrogeologic consulting services associated with Well No. 31 not to exceed \$25,000.00. The motion passed as follows:

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

10. [Board Committee Schedule](#)

- 10.1. February 2025 Committee Meeting Schedule.
  - 10.1.1. Fire & Safety Committee – Thursday, February 6, 2025, at 4:00 p.m.
  - 10.1.2. Parks & Recreation Committee – Thursday, February 6, 2025, at 5:00 p.m.
  - 10.1.3. Water & Wastewater Committee – Wednesday, February 5, 2025, at 3:30 p.m.

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

- 11.1. [January Fire Department Committee Report.](#)
- 11.2. [January Parks Department Committee Report.](#)
- 11.3. [January 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 convened at 7:23 p.m.

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

14. [Meeting Reconvened](#) – Closed Session adjourned at 7:27 p.m.

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

No reportable actions were reported.

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 adjourned at 7:28 p.m.