

MINUTES
OLIVEHURST PUBLIC UTILITY DISTRICT (OPUD)
BOARD OF DIRECTORS REGULAR MEETING
7:00 p.m., Thursday, December 19, 2019
Board Room, 1970 9th Avenue, Olivehurst

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*

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 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 p.m. by Director Griego

2. Pledge of Allegiance

3. Roll Call

Directors present: Director Carpenter, Director Burbank, and Director Griego

Directors absent: Director White, Director Floe

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

4. Public Participation – No Members of the Public were present.

5. Comments from Outgoing President

6. Election of Officers of the Board

6.1. President of the Board –D/A

A motion was made by Director Griego and seconded by Director Carpenter nominate Director Burbank as Board President. The motion passed as follows:

Ayes: Directors Carpenter, Burbank, Griego

Noes: None

Absent: Director White, Floe

**D/A - Discussion/Action

6.2. Vice President of the Board –D/A

A motion was made by Director Griego and seconded by Director Carpenter nominate Director Floe as Vice President. The motion passed as follows:

Ayes: Directors Carpenter, Burbank, Griego

Noes: None

Absent: Director White, Floe

6.3. Discuss process for Committee Assignments.

Directors discussed this item, and advised that the Committee Assignments are continuing unchanged. No motion was 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 21, 2019 Regular Meeting](#)

7.2. [Approve November 2019 Claims for Payment.](#)

7.3. [Approve November 2019 Overtime Report.](#)

7.4. Approve merit increase for Dan Nielsen, Wastewater Collection System Operator II, Step 2 to Step 3, retroactive to November 28, 2019 – D/A

7.5. Approve merit increase for David Duncan, Wastewater Collection System Operator II, Step 2 to Step 3, retroactive to November 28, 2019 – D/A

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

Ayes: Directors Carpenter, Burbank, Griego

Noes: None

Absent: Director White, Floe

8. District Business

8.1. [Receive an update on the annexation of the Industrial, Sports and Entertainment Zones for Water, Wastewater and Parks \(Strategic Plan 1.0\).](#) – D/A

Directors discussed this item. No motion was made.

8.2. [Receive information on Pentagon press releases covering potential groundwater contamination at Beale Air Force Base.](#) – D/A

Directors discussed this item. No motion was made.

8.3. [Examine and consider modifications to the current Committee scheduling process.](#) – D/A

Directors reached a consensus and advised Staff to adopt the proposed 2020 Committee Calendar

8.4. [Consider authorization for the District Logo to be used for conservation awareness advertising attire. – D/A](#)

A motion was made by Director Griego and seconded by Director Carpenter to authorize the District Logo to be used for conservation awareness advertising attire. The motion passed as follows:

Ayes: Directors Carpenter, Burbank, Griego

Noes: None

Absent: Director White, Floe

8.5. [Discuss the 2nd of three annual regular water rate adjustments scheduled for implementation on January 1, 2020. – D/A](#)

A motion was made by Director Carpenter and seconded by Director Griego to approve the 2nd of three annual regular water rate adjustments scheduled for implementation on January 1, 2020. The motion passed as follows:

Ayes: Directors Carpenter, Burbank, Griego

Noes: None

Absent: Director White, Floe

8.6. [Review Fee Waivers Granted December 2019. – D/A](#)

Directors discussed this item. No motion was made

9. Public Works

Water

9.1. [Receive an update regarding the replacement of steel water main replacement grant progress. – D/A](#)

Directors discussed this item. No motion was made

Parks

9.2. [Consider approving amended contract with MTW Group and RFP documents for phased OPUD Community Park design \(Strategic Plan 3.0\). – D/A](#)

A motion was made by Director Griego and seconded by Director Carpenter to approve the amended contract with MTW Group and RFP documents for phased OPUD Community Park design. The motion passed as follows:

Ayes: Directors Carpenter, Burbank, Griego

Noes: None

Absent: Director White, Floe

10. Business Office

10.1. [Review Revenues and Expenditures Summary for December 2019 \(Strategic Plan 5.3, 5.4\). – D/A](#)

Directors discussed this item. No motion was made

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

Directors discussed this item. No motion was made

11. [Board Committee Schedule](#)

11.1. January 2020 Committee Meeting Schedule.

11.1.1. Fire & Safety Committee – January 2, 2020 at 5:00 p.m.

11.1.2. Parks & Recreation Committee – January 2, 2020 at 4:00 p.m.

11.1.3. Water & Wastewater Committee – January 2, 2020 at 6:00 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.

Legal Counsel gave a report.

Director Burbank gave a report.

13. [Closed Session](#) – Closed Session was convened at 7:30 p.m.

13.1. Conference with Legal Counsel – Anticipated Litigation pursuant to Government Code § 54956.9(d)(3)

13.2. Conference with Legal Counsel – Significant exposure to litigation pursuant to Government Code § 54956.9(d)(2): two cases

14. [Meeting Reconvened](#) – Closed Session was adjourned at 7:37 p.m.

14.1. Announcement of reportable actions taken in closed session.

No reportable actions.

15. [Adjourn](#)

15.1. Entertain motion to adjourn.

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

Ayes: Directors Carpenter, Burbank, Griego

Noes: None

Absent: Director White, Floe

The meeting was adjourned at 7:37 p.m.