

OLIVEHURST PUBLIC UTILITY DISTRICT

Water and Wastewater Committee Report



Date/Time: Wednesday, June 5th, 2019 following the 5:45 p.m. OPUD Special Meeting

Directors: Floe and Griego

Location: General Manager's Office, 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 on the Olivehurst Public Utility District website, <http://www.opud.net>. 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.

The following items were scheduled for discussion:

1. Discuss policies and practices OPUD could adopt to help mitigate the costs of constructing affordable housing. (Strategic Plan 2018-2023, 1.0)

No new items reported.

Forwarded item(s): None

Staff Direction: None

Staff Report Requested: None

2. Receive update on annexation of the Industrial, Sports and Entertainment Zone for water, sewer and parks (Strategic Plan 1.0).

General Manager reported that the CEQA process is underway, and that a map of the proposed area to be annexed should be available in the next month. General Manager also updated Directors on the timeline for the completion of the annexation.

Forwarded item(s): None

Staff Direction: None

Staff Report Requested: None

3. Discuss steps towards mitigating inflow and infiltration issues in the wastewater collection system.

Wastewater Chief Plant Operator updated Directors on repairs being completed on District infrastructure, and that changes to the specification for wastewater line materials may be necessary. Wastewater Chief Plant Operator, General Manager, and Directors discussed the benefits and situational uses of clay vs. PVC pipes.

Forwarded item(s): Discuss steps towards mitigating inflow and infiltration issues in the wastewater collection system.

Staff Direction: None

Staff Report Requested: Wastewater Chief Plant Operator

4. Discuss the purchase of a new CASE skid steer and updates on the Brown Bear attachment for the Wastewater Department.

Wastewater Chief Plant Operator updated Directors that a bid for a Brown Bear attachment has been received, and that a skid steer could be obtained through the Federal NJPA (Sourcewell) via a Sacramento dealer.

Forwarded item(s): Discuss the purchase of a new CASE skid steer and updates on the Brown Bear attachment for the Wastewater Department.

Staff Direction: None

Staff Report Requested: Wastewater Chief Plant Operator

5. Discuss Community Outreach events per the District's Strategic Plan. (Strategic Plan 2018-2023, 2.0)

Public Works Engineer reported that contact with local schools is ongoing, and that evaluations of the District's outreach efforts are currently being drafted. Public Works Engineer also informed Directors of proposed educational material that would inform adult language-isolated communities on the water treatment process. An invitation to Directors to tour the Salmon Run in October was also discussed.

Forwarded item(s): Discuss Community Outreach events per the District's Strategic Plan. (Strategic Plan 2018-2023, 2.0)

Staff Direction: None

Staff Report Requested: Public Works Engineer

6. Wastewater Treatment Facility Status Report

- a. [Staff report](#) – Wastewater Chief Plant Operator gave a report.

- b. Budgetary Items – Financial Manager gave a report.

1. [Monthly Review of Revenue and Expenditures – Wastewater \(Pages 13-16\) \(Strategic Plan 2013-2018, 5.1\)](#)

2. [Review FY 2019-20 Preliminary Budget – Wastewater](#)

- c. Staffing – Wastewater Chief Plant Operator informed Directors of two employees that took the initiative to achieve certifications beyond those required in their job descriptions.

- d. Materials – No items were reported.

Forwarded item(s): Employee Recognition

Staff Direction: None

Staff Report Requested: District Clerk

7. [Discuss the request for change orders regarding the 7th Avenue Fire Hydrant Relocation project.](#)

General Manager reported the need for change orders due to unanticipated events during the project.

Forwarded item(s): Discuss the request for change orders regarding the 7th Avenue Fire Hydrant Relocation project.

Staff Direction: None

Staff Report Requested: General Manager

8. [Discuss modification to the existing policy regarding Landlord-Tenant final bills.](#)

Office Manager/Human Resources Coordinator requested this item be discussed, and provided a staff report. Financial Manager went into detail regarding the billing dynamic between the District, landlords, and tenants that leave behind large bills when they sign out of service. Financial Manager discussed the possibility of requiring the landlord to pay the outstanding balance on prior accounts before new tenants are allowed to sign in for service. Financial Manager also updated Directors on potential changes to existing laws surrounding the item.

Forwarded item(s): Discuss modification to the existing policy regarding Landlord-Tenant final bills.

Staff Direction: None

Staff Report Requested: Office Manager/Human Resources Coordinator

9. Discuss the joint purchase of a new dump truck between the Water and Wastewater Departments.

Water Department Manager informed Directors of the age and depreciation status of the current dump truck owned by the District, and the proposed funding sources for the purchase of a new one to replace it.

Forwarded item(s): Discuss modification to the existing policy regarding Landlord-Tenant final bills.

Staff Direction: None

Staff Report Requested: General Manager

10. Water Department Status Report

a. [Staff report](#) – Water Department Manager gave a report.

b. Budgetary Items – Financial Manager gave a report.

1. [Monthly Review of Revenue and Expenditures – Water \(pages 13-16\) \(Strategic Plan 2013-2018, 5.1\)](#)
2. Monthly Review of Drinking Water Sales (2014 to 2018) – April
3. [Review FY 2019-20 Preliminary Budget – Water](#)

c. Staffing – No items were reported.

d. Materials – No items were reported.

Forwarded item(s): None

Staff Direction: None

Staff Report Requested: None

[General Manager Report](#)

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