

Revision 1

**AGENDA**  
**OLIVEHURST PUBLIC UTILITY DISTRICT (OPUD)**  
**BOARD OF DIRECTORS REGULAR MEETING**

**7:00 p.m., Thursday, December 18, 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.

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 of:

- 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 comments 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 to 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 queue. Please be patient while waiting in the queue.

***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 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 Floe
2. Pledge of Allegiance
3. Roll Call

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

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

5. Comments from Outgoing President

Director Floe 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. Elections of Officers of the Board

6.1. President of the Board – D/A

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

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

6.2. Vice President of the Board – D/A

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

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

Absent: None

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

Directors discussed committee assignments. No changes were made.

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

Directors discussed ad-hoc committee assignments and extended all ad-hoc committees through end of 2026. No changes were made to committee and ad-hoc assignments. No 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. Changes were made to Parks and Recreation Committee meeting time, changing it from 5:00 p.m. start time to 4:30 p.m. start time. 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 20, 2025, Regular Meeting.](#)

7.2. [Approve Minutes of the November 20, 2025, Special Meeting.](#)

7.3. [Approve November 2025 Claims for Payment.](#)

7.4. [Approve November 2025 Overtime Report.](#)

7.5. [Review Revenue and Expenditures Summary October 31, 2025, FY 2024-25 \(Strategic Plan 5.3 & 5.4\).](#)

7.6. [Review Revenue and Expenditures Summary October 31, 2025, FY 2025-26 \(Strategic Plan 5.3 & 5.4\).](#)

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

7.8. [Review Invoice Cloud Activity through December 8, 2025 \(Strategic Plan 5.1, 5.3\).](#)

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

7.10. [Review Dedication Agreement of Real Property with Estom Yumeka Maidu Tribe of the Enterprise Rancheria - D/A](#)

7.11. [Approve California Department of Fish and Wildlife application permit fee for OPUD Pump Stations and Pipeline Project – D/A](#)

7.12. Approve merit increase for Marcos Arias, Utility Operator I, Step 4 to Step 5, retroactive to November 13, 2025.

7.13. Approve merit increase for Jeanette Elkins, Account Clerk I, Step 3 to Step 5, retroactive to December 1, 2025.

7.14. Approve merit increase for Roman Ontiveros, Utility Operator I, Step 1 to Step 2, retroactive to November 26, 2025.

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

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

Ayes: Directors Floe, Griego, Nelson, Perrault, and Burbank

\*\*D/A - Discussion/Action

Noes: None  
Absent: None

8. Public Works

Parks

8.1. [Consider approving a vending machine agreement with Bennet's Beverages for a vending machine at Eufay Woods Sr. Park – D/A](#)

- 8.1.1. Public comment
- 8.1.2. Questions/comments from Directors
- 8.1.3. Entertain motions and take roll as appropriate

A motion was made by Director Griego and seconded by Director Perrault approving a vending machine agreement with Bennet's Beverages for a vending machine at Eufay Woods Sr Park subject to legal review. The motion passed as follows:

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

8.2. [Consider approving request for bid and bid specifications for the purchase of one midsize truck \(F150 or similar\) – 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 Perrault and seconded by Director Floe approving request for bid and bid specifications for the purchase of one midsize truck (F150 or similar). The motion passed as follows:

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

8.3. [Consider approving the Rio Del Oro Village 17 through Village 20 Parks Development Agreement via Lennar – D/A](#)

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

A motion was made by Director Perrault and seconded by Director Nelson approving the Rio Del Oro Village 17 through Village 20 Parks Development Agreement via Lennar subject to legal edits and review. The motion passed as follows:

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

8.4. [Consider approving the Northpoint Village 2 Parks Development Agreement via Lennar-D/A](#)

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

A motion was made by Director Nelson and seconded by Director Perrault approving the Northpoint Village 2 and Parks Development Agreement via Lennar subject to legal edits and review. The motion passed as follows:

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

Water/Wastewater

8.5. Receive update on South County Infrastructure – D/A

- 8.5.1. Public comment
- 8.5.2. Questions/comments from Directors
- 8.5.3. Entertain motions and take roll as appropriate

Directors received an update. No motion was made.

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

- 8.6.1. Public comment
- 8.6.2. Questions/comments from Directors
- 8.6.3. Entertain motions and take roll as appropriate

Directors received an update. No motion was made.

8.7. [Consider approving the Master Service Agreement \(MSA\) Contract for SCADA – D/A](#)

- 8.7.1. Public comment
- 8.7.2. Questions/comments from Directors
- 8.7.3. Entertain motions and take roll as appropriate

A motion was made by Director Griego and seconded by Director Floe approving the Master Service Agreement (MSA) Contract for SCADA. The motion passed as follows:

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

9. Board Committee Schedule

9.1. January 2026 Committee Meeting Schedule.

- 9.1.1. Fire & Safety Committee – Thursday, January 1, 2026 – CANCELED
- 9.1.2. Parks & Recreation Committee – Thursday, January 1, 2026 – CANCELED
- 9.1.3. Water & Wastewater Committee – Wednesday, December 31, 2025 - CANCELED

10. Reports (non-action items)

10.1. [December Fire Department Committee Report.](#)

- 10.2. [December Parks Department Committee Report.](#)
- 10.3. [December 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.

11. Correspondence

12. Closed Session - Closed Session was convened at 7:33 p.m.

12.1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION -  
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Government Code  
Section 54956.9: One case

12.2. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION –  
(Paragraph (1) of subdivision (d) of Section 54956.9) – Name of case: In the Matter of  
Aqueous Film-Forming Litigation against DuPont, 3M, Tyco/BASF, et al. (AFF MDL No.  
2873)

13. Meeting Reconvened - Closed Session adjourned at 8:10 p.m.

14.

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

Ayes: Directors Floe, Griego, Nelson, Perrault, and Burbank

Noes: None

Absent: None

The meeting adjourned at 8:11 p.m.