

# OLIVEHURST PUBLIC UTILITY DISTRICT Water and Wastewater Committee



Date/Time: Wednesday, December 2<sup>nd</sup>, 2020 at 5:45 p.m.

Directors: Floe and Griego

Location: Virtual Meeting

## **CORONAVIRUS (COVID-19) ADVISORY NOTICE**

### **PUBLIC ADVISORY: THE OPUD BOARD ROOM WILL NOT BE OPEN TO THE PUBLIC**

To ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, the Board chambers will not be open for the meeting. To maintain transparency and public access, Board members and the public will be participating virtually or telephonically and will not be physically present in the Board Room.

If you would like to speak on an agenda item, you can access the meeting remotely:

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 Virtual 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 acting Board Clerk will select you from the meeting cue. Please be patient while waiting in the cue.

*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.  
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) 743-4658 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) 743-4658.*

The following items are scheduled for discussion:

- 1) [Discuss policies and practices OPUD could adopt to help mitigate the costs of constructing affordable housing. \(Strategic Plan 1.0\)](#)

Public Works Engineer, Chris Oliver, stated that at the last Board meeting, Director White mentioned that we need to discuss terms and other payment arrangement ideas with the Regional Housing Authority regarding OPUD related fees associated with their project. As such, a meeting needs to be held with the Regional Housing Authority. This item will be tabled until a meeting can be held and more information gathered.

- a) Forwarded item(s): None

- i) Staff Direction: Set up meeting with the Regional Housing Authority to discuss terms and payment arrangement ideas then bring back to the Committee for further discussion.
  - ii) Staff Report Requested: None
- 2) Receive update on annexation and progress of infrastructure projects in the Industrial, Sports and Entertainment Zone for water, sewer and parks (Strategic Plan 1.0).

General Manager, John Tillotson, gave a verbal update on the progress stating that Bender Rosenthal has sent letters to the property owners involved in the right of way access as the current right of way access owned by the County is not adequate for the project.

- a) Forwarded item(s): None
    - i) Staff Direction: None
    - ii) Staff Report Requested: None
- 3) Discussion of the OPUD Fats, Oils and Grease (FOG) program process.

Nothing to report.

- a) Forwarded item(s): None
    - i) Staff Direction: None
    - ii) Staff Report Requested: None
- 4) [Discuss how to handle Resolution 2081 capacity fee waiver requests moving forward.](#)

General Manager, John Tillotson, had stated that the Board of Directors wanted to come up with a better solution to streamline capacity fee waiver requests moving forward. He stated that Resolution 2081 stipulates that if we can prove that service has been at a property within the previous 10 years, then capacity fees would be waived. Instead of having to take every capacity fee waiver to the Board, it would be easier to allow the General Manager to approve the requests.

- a) Forwarded item(s): Forward to the Board for approval of the General Manager approving capacity fee waiver requests.
    - i) Staff Direction: None
    - ii) Staff Report Requested: Yes
- 5) [Discuss private CFD formation BOLD offered by California Municipal Finance Authority.](#)

This item was brought back to committee from the Board for further clarification. There were no questions posed during this Committee meeting and will be forwarded back to the Board.

- a) Forwarded item(s): Forward to Board for Consideration.
    - i) Staff Direction: None
    - ii) Staff Report Requested: Yes
- 6) Wastewater Treatment Facility Status Report
- a) Staff Report – Chief Plant Operator gave verbal report.
    - i) Staffing: Human Resource Manager, Cindy Van Meter, stated that an account clerk resigned her position effective December 31, 2020. OPUD will be utilizing a temp agency in the meantime to fill the vacant position.  
General Manager, John Tillotson, stated that there was a meet and confer meeting with the union regarding the hybrid positions and additional collaboration will be taking place.
    - ii) Materials: No items were reported.
  - b) Budgetary Items

- i) [Monthly Review of Revenue and Expenditures – Wastewater \(pages 14-17\) \(Strategic Plan 5.1\)](#)
- ii) [Review Treasurer’s Report for September 2020](#)
  - (1) Forwarded item(s): Review Revenue and Expenditures.
    - (a) Staff Direction: None
    - (b) Staff Report Requested: None

7) Discuss Community Outreach events per the District’s Strategic Plan. (Strategic Plan 2.0)

Nothing to report.

- a) Forwarded item(s): None
  - i) Staff Direction: None
  - ii) Staff Report Requested: None

8) Water Department Status Report

- a) [Staff report](#) – General Manager gave report as Operation Manager was unable to attend the meeting.
  - i) Staffing: No items were reported.
  - ii) Materials: No items were reported.

b) Budgetary Items

- i) [Monthly Review of Revenue and Expenditures – Water \(pages 14-17\) \(Strategic Plan 5.1\)](#)
- ii) [Review Treasurer’s Report for September 2020](#)
  - (1) Forwarded item(s): Review Revenue and Expenditures.
    - (a) Staff Direction: None
    - (b) Staff Report Requested: None

9) [General Manager Report](#) – General Manager gave report.

*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.*