

# Olivehurst Public Utility District



## Agenda Item Staff Report

**Meeting Date: 4/25/24**

### **Item description/summary:**

Consider authorizing Resolution/Ordinance for Olivehurst Private Well Conversion Program.

OPUD for the past couple of years has been working on converting private well users to District provided water. OPUD has received grant funding through the state (managed by RCAC – Rural Community Assistance Corporation) for outreach and planning application and has hired an Engineer (Psomas) to work on the strategic plan to allow for Engineer and future construction submittals. This resolution allows OPUD to seek funding associated for Construction down the road. The areas for consideration are the following:

- Mary Ave.
- George Ave.
- Dan Ave.
- Rose Ave.
- Maige Ave.
- Buttercup Lane
- Butterfly Lane
- Broadway Street
- Dye Rd
- David Lane

### **Fiscal Analysis:**

TBD

### **Employee Feedback**

N/A

### **Sample Motion:**

Authorize Board Resolution/Ordinance

Prepared by: Swarnjit Boyal, Public Work Engineer

# **ATTACHMENT A – RESOLUTION**

**RESOLUTION NO. 2434**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE OLIVEHURST PUBLIC UTILITY DISTRICT  
DIRECTING AND AUTHORIZING A REPRESENTATIVE  
TO ENTER INTO A FINANCIAL ASSISTANCE AGREEMENT  
WITH THE STATE WATER RESOURCE CONTROL BOARD  
FOR THE PLANNING, DESIGN, AND CONSTRUCTION OF  
THE OLIVEHURST PRIVATE WELL CONVERSION PROGRAM**

**WHEREAS**, the Olivehurst Public Utility District (OPUD) provides drinking water treatment and distribution to the communities of Olivehurst and Plumas Lake in Yuba County, CA.

**WHEREAS**, the OPUD drinking water system consists of six active wells, filtration, treatment plant, and distribution system and serves a population of 16,595 with 161 commercial metered connection, 19 industrial metered connections, 4,238 residential metered connections, and 404 residential unmetered connections.

**WHEREAS**, in July 2022, RCAC assisted OPUD in conducting an interest survey of 412 property owners surrounding OPUD's service area and found an interest percentage of 78.8% among respondents who were not already receiving drinking water services from OPUD.

**WHEREAS**, according to OPUD, there is the potential for up to 185 well conversions in consolidation.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board Members of the Olivehurst Public Utility District as follows:

The General Manager (the "Authorized Representative") or designee is hereby authorized and directed to sign and file, for and on behalf of Olivehurst Public Utility District, a Financial Assistance Application for a financing agreement from the State Water Resources Control Board for the planning, design, and construction of Olivehurst Private Well Conversion Program (the "Project").

The Authorized Representative, or his/her designee, is designated to represent the Olivehurst Public Utility District in carrying out the Olivehurst Public Utility District's responsibilities under the financing agreement, including certifying disbursement requests on behalf of the Olivehurst Public Utility District and compliance with applicable state and federal laws.

**PASSED AND ADOPTED** by the Board of Directors of Olivehurst Public Utility District, this 25th day of April 2024, by the following vote:

OLIVEHURST PUBLIC UTILITY DISTRICT

\_\_\_\_\_  
President, Board of Directors

ATTEST:

APPROVED AS TO FORM AND LEGAL  
SUFFICIENCY:

\_\_\_\_\_  
District Clerk and Ex-Officio Secretary

\_\_\_\_\_  
Deirdre Joan Cox, Legal Counsel

\* \* \* \* \*

I hereby certify that the foregoing is a full, true, and correct copy of a Resolution duly adopted and passed by the Board of Directors of the Olivehurst Public Utility District, Yuba County, California, at a meeting thereof held on the 25<sup>th</sup> day of April 2024, by the following vote:

AYES, AND IN FAVOR THEREOF:

NOES:

ABSTAIN:

ABSENT:

---

District Clerk and ex-officio Secretary

# **ATTACHMENT B – TECHNICAL ASSISTANT WORK PLAN**



## TECHNICAL ASSISTANCE (TA) WORK PLAN

RURAL COMMUNITY ASSISTANCE CORPORATION (RCAC)  
AND

CALIFORNIA STATE WATER RESOURCES CONTROL BOARD

TECHNICAL ASSISTANCE TO IMPLEMENT THE SAFE AND AFFORDABLE  
DRINKING WATER FUND (PROJECT)

AGREEMENT NUMBER (NO.) D19-17007

**TA WORK PLAN NO. 6872-A**

**TA START DATE: 02/10/2023**

**AMOUNT: \$165,028**

Whereas through the passage of Senate Bill 200 in July 2019, the State Water Resources Control Board (State Water Board) is authorized to make Safe and Affordable Drinking Water Funds (SADW Funds) available for projects meeting certain criteria; and

Whereas the State Water Board has determined that this Project is eligible for certain SADW Funds;

Therefore, the parties hereby amend the Agreement, originally executed on October 22, 2020, and incorporated herein, to add:

**TA WORK PLAN NO. 6872-A** (11 pages attached) \*\*

\*\* Entire Exhibit Added

All other terms and conditions shall remain the same.

### RECIPIENT:

*Ari Neumann*

By: [Ari Neumann \(Oct 3, 2023 16:30 PDT\)](#)

Name: Ari Neumann

Title: Project Director

Date: Oct 3, 2023

### STATE WATER RESOURCES CONTROL BOARD:

By: 

Name: Joe Karkoski

Title: Deputy Director, Division of Financial Assistance

Date: Oct 4, 2023

### Technical Assistance (TA) Work Plan

**TA Type:**  Drinking Water     Wastewater     Storm Water     Groundwater  
**Grant Agreement No.:** D19-17007  
**TA Start Date:** 02/10/2023  
**TA Recipient(s):** Community within Olivehurst Public Utilities District (PWSID CA5810003)  
**Community/System Information:** Population Served: 16,595  
 Number of Connections: 4,822  
 Median Household Income (MHI): \$53,048  
 MHI Source: 2017-2021 American Community Survey  
**Community/System Contact:** Swarnjit Boyal, Public Works Engineer, (530)743-8132, [Sboyal@opud.org](mailto:Sboyal@opud.org)  
**Additional Community/  
System Contact:** John Tillotson, General Manager, [Jtillotson@opud.org](mailto:Jtillotson@opud.org)  
**Work Plan No.:** 6872-A  
**Work Plan Title:** Consolidation of Water Systems and Private Homes with Olivehurst Public Utilities District (OPUD)  
**Work Plan Submittal Date:** 08/08/2023

#### A. Technical Assistance Details

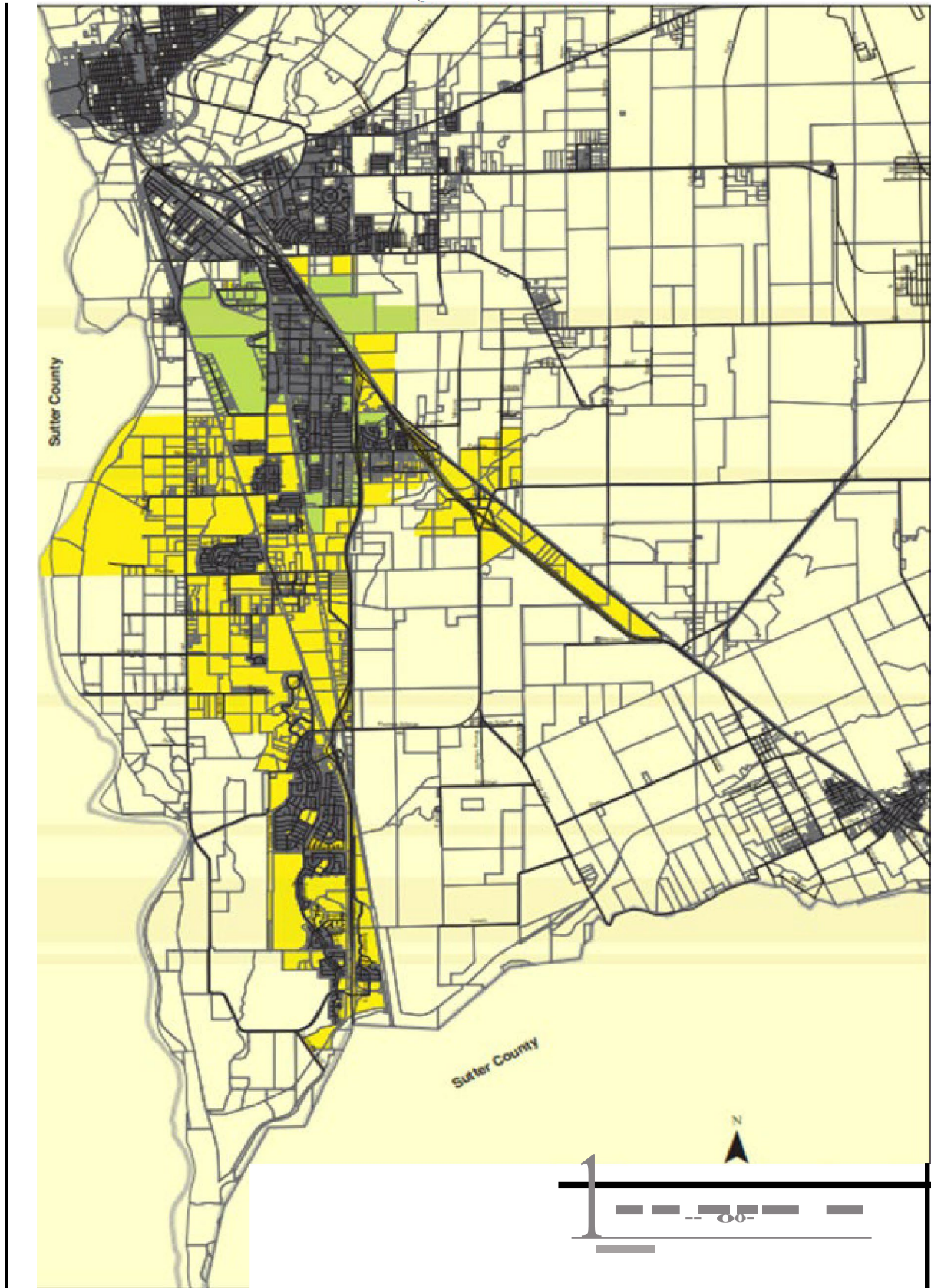
##### Water System Description:

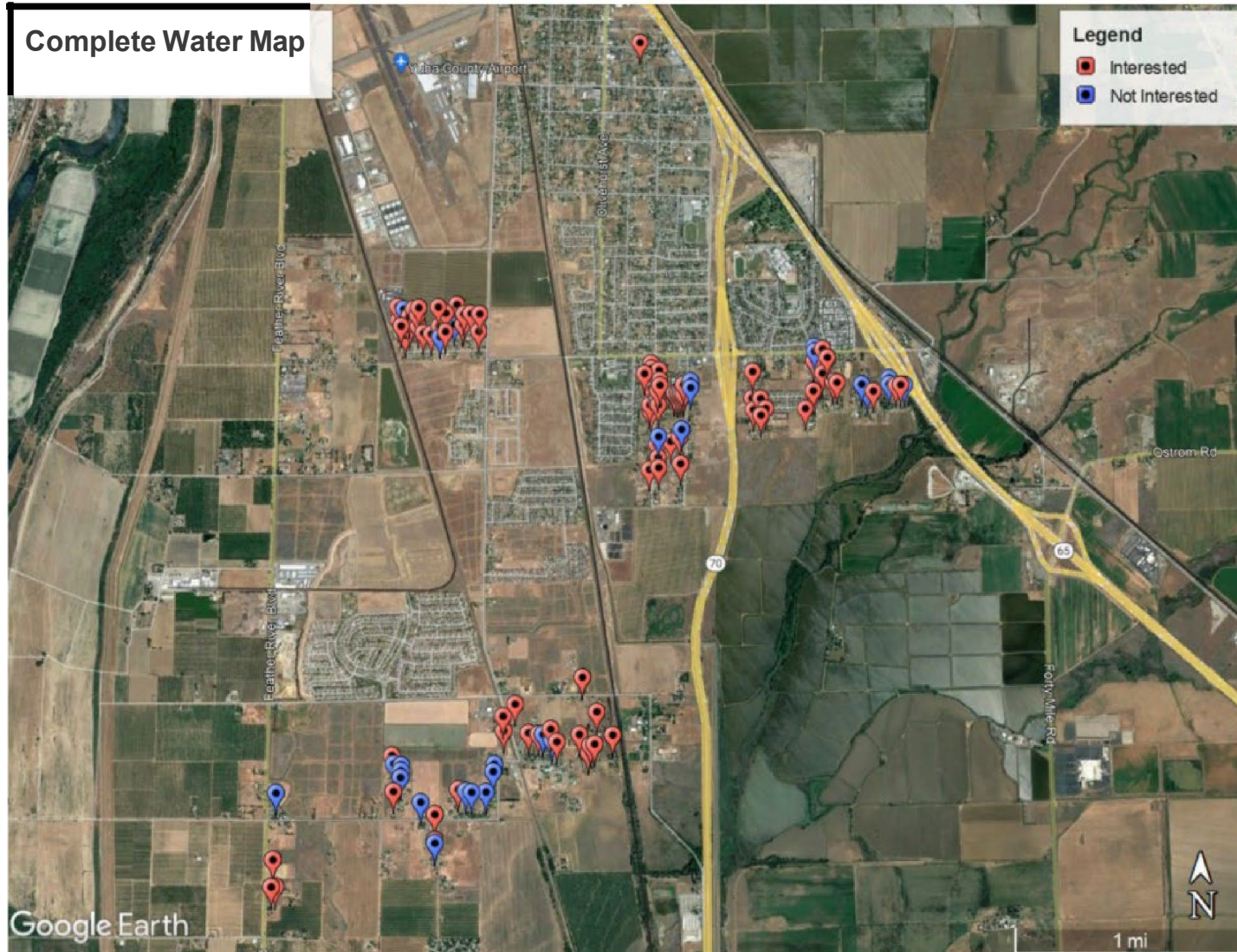
The Olivehurst Public Utilities District (OPUD) provides drinking water treatment and distribution to the communities of Olivehurst and Plumas Lake in Yuba County, CA. The OPUD drinking water system consists of six active wells, filtration, treatment plant, and distribution system and serves a population of 16,595 with 161 commercial metered connections, 19 industrial metered connections, 4,238 residential metered connections, and 404 residential unmetered connections. In July 2022, RCAC assisted the OPUD in conducting an interest survey of 412 property owners surrounding OPUD's service area and found an interest percentage of 78.8% among respondents who were not already receiving drinking water service from OPUD. According to OPUD, there is the potential for up to 185 well conversions in consolidation. The service area of OPUD is shown in the map below. Additional Maps are added to demonstrate the results of the interest survey and the different focus areas for the consolidation project.

OPUD also intends to pursue funding for a regional septic-to-sewer project in the communities surrounding OPUD's service area.



01 veli'u...rst Publ c Ull ty D tir ct Boundary th Frie Serv ce Area  
And Sphere O:r hrrDuenue

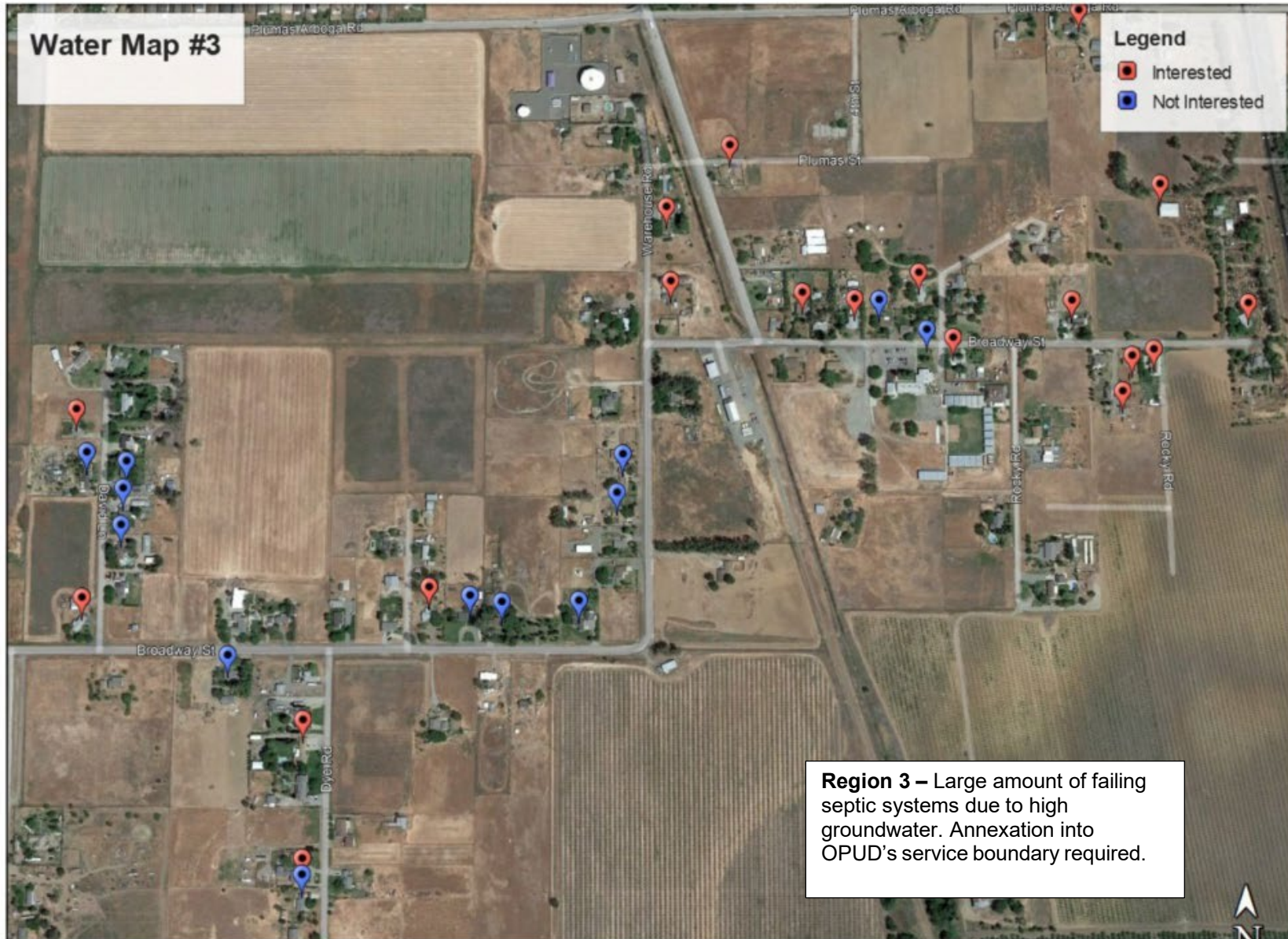




*Complete Map of Survey Responses of Properties' Interest in Water Services*







In addition to the private residences, there are four water systems within OPUD's Sphere of Influence that may be considered for consolidation with OPUD:

Name	System Type	PWSID	# of Wells	Residential Connections	Population Served	Most Recent Violations
Olivehurst Avenue Apartments	State Small	CA5800007	1	9	12	
George Avenue Apartments	State Small	CA5800878	1	10	24	
Feather River Manor	Community	CA5800851	1	6 – unmetered (3 residential/3 commercial)	35	1,2,3-Trichloropropane 10/1/2018 – still out of compliance
Fairway Downs Mutual Water Co	Community	CA5800572	2	27 unmetered	100	Coliforms 10/1/2019

#### Current and Past Compliance Issues:

OPUD has no active compliance orders or violations. However, there is a high risk of well contamination in the Arboga region due to a high groundwater table and known failing septic systems at the residences located south of Olivehurst and west of Highway 70 (See Region 3 map above). This area will need to be annexed into OPUD's service area boundary to consolidate with OPUD.

#### Need for Technical Assistance:

RCAC will provide technical assistance to hire an engineering firm to assess the feasibility of a regional drinking water consolidation of private wells within OPUD's Sphere of Influence. The Feasibility Study will consider at various consolidation alternatives which will include areas that are more straightforward to connect and additive areas that are more difficult to serve. The Feasibility Study will follow the Technical Package requirements of the Drinking Water State Revolving Fund (DWSRF) Construction Financing Application up to and including an alternative analysis. The selected project will not be analyzed further until a later stage in this project. In addition, RCAC will provide outreach to the private well owners within OPUD's Sphere of influence to educate them on the proposed alternatives and the

process of consolidating with OPUD. RCAC will solicit questions and concerns from the community and conduct public meetings with private well owners and obtain letters of intent from those willing to participate in the consolidation project.

Other TA Providers:

None

**B. Summary of Proposed Deliverables and Activities**

No.	Task	Notes and Details Regarding Related Activities	Lead TA Provider staff/consultant(s)	Deliverable & Due Date <sup>1</sup>	Budget <sup>2</sup>
1	Perform Needs Assessment and Prepare Work Plan and Budget	<ul style="list-style-type: none"> <li>▪ Contact project participants</li> <li>▪ Hold kickoff meeting and prepare meeting notes.</li> <li>▪ Identify scope and deliverables</li> <li>▪ Solicit and review proposals from subconsultants for engineering and environmental deliverables.</li> <li>▪ Prepare work plan schedule and total project budget.</li> </ul>	Shannon Townsend-Bettis	Work Plan & Budget Draft Submitted: Complete	\$4,240
2	Project Management	Provide project management services, including: <ul style="list-style-type: none"> <li>▪ Scheduling and facilitation of project calls and meetings,</li> <li>▪ Deliverable quality assurance,</li> <li>▪ FAAST uploading,</li> <li>▪ Act as primary point of contact, and</li> <li>▪ Monitoring of project scope, schedule, and budget</li> </ul>	Shannon Townsend-Bettis & Psomas	Project Coordination- 07/01/2024	\$33,490
3	Provide Community Outreach and Education Services	<ul style="list-style-type: none"> <li>▪ Hold up to 2 in-person meetings/workshops</li> <li>▪ Hold up to 2 virtual meetings/workshops</li> <li>▪ Conduct door-to-door outreach to properties that will be adjacent to the planned water main; determine interest in joining the project</li> <li>▪ Inform residents of the project’s potential impact on their properties</li> <li>▪ Assist the community in reviewing plans and specifications as well as other project-related documents</li> </ul>	Shannon Townsend-Bettis	Copies of Outreach Materials and Summary of Outcome- 06/04/2024	\$15,323

No.	Task	Notes and Details Regarding Related Activities	Lead TA Provider staff/consultant(s)	Deliverable & Due Date <sup>1</sup>	Budget <sup>2</sup>
		<ul style="list-style-type: none"> <li>▪ Compose printed materials to be distributed to area residents, informing them of project status</li> <li>▪ Perform outreach to update residents on funding status and project commencement</li> <li>▪ Submit copies of outreach materials and summary of outreach results to State Water Board Project Manager.</li> </ul>			
4	Prepare Preliminary Environmental Constraints Memo	<ul style="list-style-type: none"> <li>• Prepare a technical memo to document the general environmental constraints associated with the project, including known sensitive resources such as land uses, air quality, agricultural lands, waterways, biological resources, and cultural resources.                             <ul style="list-style-type: none"> <li>• Confirm CEQA Lead</li> <li>• Determine appropriate CEQA documents</li> </ul> </li> </ul>	Psomas	Completed Memo – 12/4/2023	\$6,500
5	Prepare Feasibility Study	<ul style="list-style-type: none"> <li>• Prepare a Feasibility Study which follows the requirements of the DWSRF Construction Financing Application, including:                             <ul style="list-style-type: none"> <li>• Executive Summary</li> <li>• Background Project Information                                     <ul style="list-style-type: none"> <li>○ Asset inventory for all systems involved</li> </ul> </li> <li>• Problem Description</li> <li>• Consolidation Analysis                                     <ul style="list-style-type: none"> <li>○ Distribution system consolidation</li> </ul> </li> <li>• Alternative Analysis                                     <ul style="list-style-type: none"> <li>○ Lifetime operations &amp; maintenance costs</li> <li>○ Capital improvement costs for new infrastructure proposed (useful life and replacement costs)</li> <li>○ Preliminary rate analysis</li> </ul> </li> </ul> </li> </ul>	Psomas	Draft PER – 03/04/2024  Final PER – 06/04/2024	\$104,945



No.	Task	Notes and Details Regarding Related Activities	Lead TA Provider staff/consultant(s)	Deliverable & Due Date <sup>1</sup>	Budget <sup>2</sup>
6	Prepare DWSRF General Package	Prepare General Package for Drinking Water State Revolving Fund (DWSRF) Construction Financing Application	Shannon Townsend-Bettis	07/01/2023	\$530

<sup>1</sup> Deliverables shall be uploaded to the Financial Assistance Application Submittal Tool unless otherwise specified, Final deliverables associated with a funding application shall be uploaded to the FAAST proposal identification number (PIN) for the application. All other deliverables shall be uploaded to the FAAST PIN associated with this Project.

<sup>2</sup> Budget may be shifted between tasks upon written approval from the State Water Board Project Manager.

**C. Total Budget (direct costs, including fringe)<sup>1</sup>**

Budget Category	Total Amount Requested
Personnel	<b>\$19,610</b>
Expenses and Supplies	<b>\$1,051</b>
Equipment (>\$5,000)	
Travel	<b>\$2,852</b>
Professional and Consultant Services	<b>\$141,515</b>
Contingency <sup>2</sup> (10%) <i>Planning Project Only</i>	
<b>Total Costs</b>	<b>\$165,028</b>

<sup>1</sup> Costs may be shifted between line items upon written approval from the State Water Board Project Manager. Any costs exceeding the total amount requested will require an amendment to this work plan.

<sup>2</sup> Use of contingency budget will require written approval from the State Water Board Supervising Engineer.

Budget Assumptions:

Budget assumes travel for two RCAC staffers for up to 2 in-person community events. The budget assumes hiring a professional interpreter for two in-person community events and for 2 virtual community events.

**D. California Environmental Quality Act (CEQA) Certification**

Please indicate if all the work you will implement in connection with this work plan is consistent with one of the following CEQA exemptions:

- Feasibility and planning studies with no ground disturbing activities (California Code Regulations., Title 14, § 15262)
- Includes information collection via pilot studies, test wells, boreholes, etc. (California Code Regulations., Title 14, § 15306)

If proposed work includes ground disturbing activities in an area(s) with a potential for environmental impacts, including riparian habitat, wetland, endangered species habitat or sensitive cultural resources areas, you must notify your State Water Board Project Manager of the nature and scope of such work and receive approval prior to commencing ground disturbing activities.

**E. Environmental Conditions**

If planning work will be conducted pursuant to this work plan on behalf of a private or tribal entity, the Recipient agrees to the following environmental conditions:

- The Recipient shall not identify the State Water Board as a CEQA Lead Agency without prior consultation with and written consent from the State Water Board, Division of Financial Assistance (Division).
- The Recipient shall inform the Division if a CEQA Lead Agency (such as the city or county) has not been identified for the project. The Division will coordinate with the Recipient and local public agency where the project is located to identify the CEQA Lead Agency for the project.
- If the Division consents to be the CEQA Lead Agency, the Recipient shall coordinate with Division to determine the appropriate environmental document to be prepared for the selected construction project.
  - If the Division is the CEQA Lead Agency and determines that a CEQA document is needed:
    - The Division is solely responsible for carrying out consultations with Native American tribes for compliance with Assembly Bill (AB) 52. The Recipient and/or the environmental consultant is not authorized and shall not initiate any such consultations. For further guidance on AB 52 requirements contact Division's Environmental Review Staff and/or the Project Manager.
    - The Recipient shall coordinate with the Division and provide all technical studies needed to support CEQA findings such as, California Emissions Estimator Model (CalEEMod) outputs, a biological report, a cultural resources report, a wetland delineation report, and a geotechnical report.

- The Recipient shall prepare and submit all CEQA document(s), appendices to the CEQA document, public comments received (including response to comments), and notices agreed upon after consultation with the Division for the selected construction project for review and written approval by the Division.
- The CEQA documents and notices shall be prepared to meet the Web Content Accessibility Guidelines (WCAG) 2.1 Level AA Standards in addition to the requirements of Section 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794d).
- The Recipient shall be responsible for the California Department of Fish and Wildlife (CDFW), CEQA Environmental Document Filing Fees due to the Governor's Office of Planning and Research, State Clearinghouse upon Division's adoption of the CEQA document and approval of the construction project. The Recipient shall coordinate with the Division prior to paying the CDFW filing fees.
- The Recipient shall submit to the Division a Biological Assessment Report or an updated previously prepared Biological Assessment Report that meets the requirements of Section 7 of the Endangered Species Act (ESA) for the purposes of initiating consultation with the United States Fish and Wildlife Service and/or the National Marine Fisheries Service. This condition applies to (1) all projects that receive Clean Water State Revolving Fund funding, (2) all projects that receive Drinking Water State Revolving Fund funding that are subject to Tier I environmental review, and (3) other projects, at the discretion of the Division. For applicability of this condition and further guidance on Section 7, ESA requirements contact Division's Environmental Review Staff and/or the Project Manager.
- The Recipient shall submit to the Division a Historic Properties Identification Report (HPIR) or an updated previously prepared HPIR, authored by a qualified archaeologist that meets the requirements of Section 106 of the National Historic Preservation Act (NHPA) for the purposes of initiating consultation with the Office of Historic Preservation. This condition applies to (1) all projects that receive Clean Water State Revolving Fund funding, (2) all projects that receive Drinking Water State Revolving Fund funding that are subject to Tier I environmental review, and (3) other projects, at the discretion of the Division. For applicability of this condition and further guidance on Section 106, NHPA requirements contact Division's Environmental Review Staff and/or the Project Manager.
- During the Term of this Agreement, the Recipient shall request approval of any change(s) to the Scope of Work of the construction project before making those changes. Thereafter, the Division shall notify the Recipient whether additional environmental review is necessary as a result of the change(s).
- The Recipient shall not initiate any ground disturbing/construction activities unless and until the environmental review process is complete and all applicable notices are filed by the Division.

If planning work will be conducted pursuant to this work plan on behalf of a public agency, the Recipient agrees to the following environmental conditions:

- The Recipient shall submit all final CEQA documents and notices for the selected construction project to the Governor's Office of Planning and Research, State Clearinghouse. A copy of all such CEQA documents and notices shall be submitted to the Division via the Financial Assistance Application Submittal Tool (FAAST).

- The Recipient shall submit to the Division a Biological Assessment Report or an updated previously prepared Biological Assessment Report that meets the requirements of Section 7 of the Endangered Species Act (ESA) for the purposes of initiating consultation with the United States Fish and Wildlife Service and/or the National Marine Fisheries Service. This condition applies to (1) all projects that receive Clean Water State Revolving Fund funding, (2) all projects that receive Drinking Water State Revolving Fund funding that are subject to Tier I environmental review, and (3) other projects, at the discretion of the Division. For applicability of this condition and further guidance on Section 7, ESA requirements contact Division's Environmental Review Staff and/or the Project Manager.
- The Recipient shall submit to the Division a Historic Properties Identification Report (HPIR) or an updated previously prepared HPIR, authored by a qualified archaeologist that meets the requirements of Section 106 of the National Historic Preservation Act (NHPA) for the purposes of initiating consultation with the Office of Historic Preservation. This condition applies to (1) all projects that receive Clean Water State Revolving Fund funding, (2) all projects that receive Drinking Water State Revolving Fund funding that are subject to Tier I environmental review, and (3) other projects, at the discretion of the Division. For applicability of this condition and further guidance on Section 106, NHPA requirements contact Division's Environmental Review Staff and/or the Project Manager.
- During the Term of this Agreement, the Recipient shall request approval of any change(s) to the Scope of Work of the construction project before making those changes. Thereafter, the Division shall notify the Recipient whether additional environmental review is necessary as a result of the change(s).
- The Recipient shall not initiate any ground disturbing/construction activities unless and until the environmental review process is complete and all applicable notices are filed by the Recipient in its capacity as the CEQA Lead Agency.

#### **F. Additional Work Plan Conditions**

- This work plan is subject to cancellation if two or more deliverable due dates are missed, or if work and work products are not adequate. In implementing this work plan, the Recipient agrees to advance the mission of the Safe and Affordable Funding for Equity and Resilience (SAFER) Program, and to provide consistent, accurate messaging, as agreed upon working in cooperation with State Water Board staff and other relevant stakeholders.
- This work plan is also subject to cancellation if the Recipient fails to work cooperatively with the State Water Board in advancing the goals of the SAFER program, including messaging at public meetings, communication with assistance recipients, and solution proposals. Tasks conducted under this work plan shall not be disruptive to the implementation of solutions within a community, as determined by the Division.
- Any access or right-of-entry agreements developed pursuant to this workplan must ensure that the State Water Board, the State Auditor, or any authorized representative of the foregoing, will have safe and suitable access to the project site at all reasonable times through the useful life of the project.