

AGENDA
OLIVEHURST PUBLIC UTILITY DISTRICT (OPUD)
BOARD OF DIRECTORS REGULAR MEETING
7:00 p.m., Thursday, May 21, 2020
LOCATION: Virtual Board Meeting

CORONAVIRUS (COVID-19) ADVISORY NOTICE

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

Consistent with Executive Orders N-25-20 and N-29-20 from the Executive Department of the State of California, the regular meeting of the Board of Directors for April 16, 2020 will be conducted telephonically via a Zoom virtual/teleconferencing system.

Please be advised that pursuant to the Executive Orders, and 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 or will also be available on our website at 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.

If you do not want to speak during the public comment portion of the Agenda, you are also encouraged to submit email correspondence to cvanmeter@opud.org.

Email comments will be accepted up until 6:00 PM the day of the meeting and forwarded to the Board of Directors, posted to the OPUD website, and placed in OPUD's permanent records. Email messages should be sent to cvanmeter@opud.org. If you choose to submit an email, please note in the Subject Line the part of the Agenda your email pertains to.

For example, you can type in the Subject Line, "Agenda Item 6 – District Business" or "Agenda Item 8 – Business Office".

Any member of the public who needs accommodations should email or call the acting Clerk of the Board who will use their best efforts to provide reasonable accommodations to provide as much accessibility as possible while also maintaining public safety

in accordance with the District's procedure for resolving reasonable accommodation requests. All reasonable accommodations offered will be listed on the District website at www.opud.org.

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 7:02 p.m. by Director Burbank

2. Pledge of Allegiance

3. Roll Call
Directors present: Director White, Director Carpenter, Director Griego, Director Floe and Director Burbank
Directors absent: None

Also Present: John Tillotson, General Manager; Christopher Oliver, Public Works Engineer; Karin Helvey, Financial Manager; Randy York, Olivehurst Fire Department Battalion Chief; Deirdre Joan Cox, Legal Counsel; Cindy Van Meter, Acting District Clerk; Yuba County Board of Supervisor; Gary Bradford; Robin Tinoszyk

4. Public Participation – No Members of the Public chose to participate at this time.

5. 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
 - 5.1. [Approve Minutes of the April 16, 2020 Regular Meeting](#)
 - 5.2. [Approve April 2020 Claims for Payment.](#)
 - 5.3. [Approve April 2020 Overtime Report.](#)
 - 5.4. [Review Revenue and Expenditure Summary May 13, 2020 \(Strategic Plan 5.3 & 5.4\)](#)
 - 5.5. [Review Invoice Cloud Activity through May 11, 2020 \(Strategic Plan 5.1, 5.3\)](#)
 - 5.6. [Review Water Sales April 2016 to April 2020 \(Strategic Plan 5.1, 5.3\)](#)

- 5.7. Approve merit increase for Bryce Monahan, Park Maintenance Worker I, Step 1 to Step 2, retroactive to March 30, 2020
- 5.8. Approve merit increase for Babs O'Rourke, Account Clerk II, Step 1 to Step 2, retroactive to April 28, 2020
- 5.9. Approve merit increase for Gerardo Rodriguez, Water Treatment Plant Operator, Step 4 to Step 5, retroactive to April 28, 2020
- 5.10. Entertain motions for approval of consent agenda and take roll as appropriate.

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

Ayes: Directors White, Carpenter, Griego, Floe, and Burbank.

Noes: None

Absent: None

6. District Business

- 6.1. 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). – D/A

General Manager gave a brief update on this item. No motion was made.

- 6.2. [Consider terms with Yuba County Water Agency for funding of design of water and wastewater infrastructure for the sports, entertainment and industrial zones in South Yuba County – D/A](#)

A motion was made by Director Griego and seconded by Director Floe to approve the terms with Yuba County Water Agency for funding of design of water and wastewater infrastructure for the sports, entertainment and industrial zones in South Yuba County dependent upon the review from General Manager and legal counsel. The motion passed as follows:

Ayes: Directors White, Carpenter, Griego, Floe, and Burbank.

Noes: None

Absent: None

- 6.3. Status of OPUD providing a proposal to Hard Rock for water/wastewater operations – D/A

Directors reviewed this item. No motion was made.

7. Public Works

Parks

- 7.1. [Consider parkland dedication for the Thoroughbred Acres subdivision from Yuba County and Ethan Conrad.](#)

- 7.1.1. [Consider Resolution 2348, acceptance of grant deed from Yuba County for Thoroughbred Acres parkland and Certificate of Acceptance for said parkland as described – D/A](#)

A motion was made by Director Griego and seconded by Director Floe to approve Resolution 2348, acceptance of grant deed from Yuba County for Thoroughbred Acres parkland and Certificate of Acceptance for said parkland as described. The motion passed as follows:

Ayes: Directors White, Carpenter, Griego, Floe, and Burbank.

Noes: None

Absent: None

7.1.2. [Consider Resolution 2349, acceptance of grant deed from Ethan Conrad for Thoroughbred Acres parkland and Certificate of Acceptance for said parkland as described – D/A](#)

A motion was made by Director Griego and seconded by Director Carpenter to approve Resolution 2349, acceptance of grant deed from Ethan Conrad for Thoroughbred Acres parkland and Certificate of Acceptance for said parkland as described. The motion passed as follows:

Ayes: Directors White, Carpenter, Griego, Floe, and Burbank.

Noes: None

Absent: None

7.2. Discuss status of 2020 Pool Season – D/A

This item was sent back to committee for further discussion. No motion was made.

7.3. Consider authorizing and defining 2020 Spray Parks Season – D/A

The Consensus of the Board was to give the General Manager the authority to choose when the spray parks will be opened in accordance with state and county guidelines.

7.4. Discuss request to have food trucks available in Eufay park parking lot for Plumas Lake Cruise – D/A

A motion was made by Director Flo and seconded by Director Griego to approve request to have food trucks available in Eufay park parking lot for Plumas Lake Cruise. The motion passed as follows:

Ayes: Directors White, Carpenter, Griego, Floe, and Burbank.

Noes: None

Absent: None

7.5. [Consider Park Table Reservation refund request – D/A](#)

A motion was made by Director Griego and seconded by Director Carpenter to approve Park Table Reservation refund request, as presented. The motion passed as follows:

Ayes: Directors White, Carpenter, Griego, Floe, and Burbank.

Noes: None

Absent: None

Water/Wastewater

7.6. [Consider selection of design firm for water and wastewater infrastructure in the South Yuba County \(Strategic Plan 1.0, 5.2\) – D/A](#)

A motion was made by Director Griego and seconded by Director Carpenter to approve Jacobs Engineering Group (according to their combined proposal listed in their proposal appendix) for design of water and wastewater infrastructure in the South Yuba County, subject to executed agreement with Yuba County Water Agency. The motion passed as follows:

Ayes: Directors White, Carpenter, Griego, Floe, and Burbank.

Noes: None

Absent: None

8. Fire Department

8.1. [Discuss the impacts of the novel coronavirus COVID-19 on District operations. – D/A](#)

Directors reviewed this item. No motion was made.

8.2. Update on 2020 Weed Abatement Program – D/A.

Directors reviewed this item. No motion was made. Item to be addressed again at the July Fire Department Committee.

9. Business Office

9.1. [Update on Property/Liability Coverage for 2020/2021 \(Strategic Plan 5.1, 5.3\)5.1, 5.3\) – D/A](#)

Directors reviewed this item. No motion was made.

10. Human Resources

10.1. [Consider employee request for payment of medical coverage through spouse's medical retirement plan – D/A](#)

A motion was made by Director Carpenter and seconded by Director Griego to approve employee request for payment of medical coverage through spouse's medical retirement plan. The motion passed as follows:

Ayes: Directors White, Carpenter, Griego, Floe, and Burbank.

Noes: None

Absent: None

10.2. [Consider authorizing advertisement and filling of vacant District Clerk-Executive Assistant position in accordance with District policies – D/A](#)

A motion was made by Director Griego and seconded by Director Carpenter authorizing advertisement and filling of vacant District Clerk-Executive Assistant position in accordance with District policies. The motion passed as follows:

Ayes: Directors White, Carpenter, Griego, Floe, and Burbank.

Noes: None

Absent: None

11. Board Committee Schedule

11.1. June 2020 Committee Meeting Schedule.

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

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

11.1.3. Water & Wastewater Committee – Wednesday, June 3, 2020 at 5:45 p.m.

12. Reports (non-action items)

12.1. [May Fire Department Committee Report](#)

12.2. [May Parks Department Committee Report](#)

12.3. [May 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.

13. Correspondence

14. Closed Session - Closed Session was convened at 7:59 p.m.

- 14.1. Conference with Legal Counsel – Initiation of Litigation pursuant to Government Code Section 54956.9(d)(4): Number of potential cases: one.
- 14.2. Conference with Legal Counsel – Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2): one case.
- 14.3. Conference with Legal Counsel – Existing Litigation pursuant to Government Code Section 54956.9(d)(1): Name of Case: Ortega and Ocampo-Garcia v. OPUD and Phillips, Yuba County Superior Case No. CVPM19-01830
- 14.4. Personnel (Government Code Section 54957) – It is the intention of the Board to meet in closed session to consider Public Employee Performance Evaluation for the Position of Legal Counsel

15. Meeting Reconvened - Closed Session was adjourned at 9:09 p.m.

- 15.1. Announcement of reportable actions taken in closed session.

No reportable actions.

16. Adjourn

- 16.1. Entertain motion to adjourn.

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

Ayes: Directors White, Carpenter, Griego, Floe, and Burbank.

Noes: None

Absent: None

The meeting was adjourned at 9:09 p.m.