

OLIVEHURST PUBLIC UTILITY DISTRICT Water and Wastewater Committee



Date/Time: Wednesday, February 3rd, 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 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. \(Strategic Plan 1.0\)](#)

Christopher Oliver, Public Works Engineer, stated that he is waiting to hear from the Regional Housing Authority on the terms or other payment arrangements they would like OPUD to consider. Will bring back once he hears from the Regional Housing Authority.

- a) Forwarded item(s): None.
 - i) Staff Direction: None.
 - 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).

John Tillotson, General Manager gave a verbal updated report stating that we have received a large amount of approvals for entry from the property owners but are waiting on the final few. The geo tech company will be coming out soon to work on those properties who have provided approval for entry.

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

- 3) Discuss re-bidding the OPUD Pump & Motor Maintenance contract.

Christopher Oliver, Public Works Engineer, discussed the need to go out to bid on a contract for future work the District may have on pump and motor maintenance. This allows the District to have contracts in place for these repairs and any potential emergency work that must be completed without paying a higher premium rate.

- a) Forwarded item(s): Send to the Board for further discussion.
 - i) Staff Direction: None.
 - ii) Staff Report Requested: Staff report and contracts to be completed for Board meeting.

- 4) Discuss bidding raising iron and other pavement related repairs 1-3 year contract.

Christopher Oliver, Public Works Engineer, discussed the need to go out to bid on a contract for future work the District may have on raising iron and other pavement related repairs. This allows the District to have contracts in place for these repairs and any potential emergency work that must be completed without paying a higher premium rate.

- a) Forwarded item(s): Send to the Board for further discussion.
 - i) Staff Direction: None.
 - ii) Staff Report Requested: Staff report and contract to be completed for Board meeting.

- 5) Wastewater Treatment Facility Status Report

- a) Staff Report – Chief Plant Operator gave a verbal report.
 - i) Staffing: Nothing to report.
 - ii) Materials: Nothing to report.

- b) Budgetary Items

- i) [Monthly Review of Revenue and Expenditures – Wastewater \(pages 14-17\) \(Strategic Plan 5.1\)](#)
- ii) [Review 2019-2020 Audit](#)

- (1) Forwarded item(s): Review of Revenue and Expenditures along with the 2019-2020 Audit.
 - (a) Staff Direction: None.
 - (b) Staff Report Requested: None.

- 6) Water Department Status Report

- a) [Staff report](#) – Water/Parks Department Manager gave report.
 - i) Staffing: An employee within the Water Department transferred to the Wastewater Department which leaves an open position in the Water Department. The position will need to be taken to the Board for authorization to fill according to OPUD policies.
 - ii) Materials: Nothing to report.

- b) Budgetary Items

- i) [Monthly Review of Revenue and Expenditures – Water \(pages 14-17\) \(Strategic Plan 5.1\)](#)
- ii) [Review 2019-2020 Audit](#)

(1) Forwarded item(s): Review of Revenue and Expenditures along with the 2019-2020 Audit.

(a) Staff Direction: None.

(b) Staff Report Requested: None.

7) Discuss Future Audit Engagement.

Karin Helvey, Finance Manager, discussed the need to extend our contract with the current auditing company or the need to look for another company as our current contract is expiring.

a) Forwarded item(s): Send to the Board for further discussion.

i) Staff Direction: None.

ii) Staff Report Requested: Staff report to be completed for Board meeting.

8) [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.