

AGENDA
OLIVEHURST PUBLIC UTILITY DISTRICT (OPUD)
BOARD OF DIRECTORS REGULAR MEETING
7:00 p.m., Thursday, November 19, 2020
LOCATION: Virtual Board 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.

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".

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*

**D/A - Discussion/Action

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 7:00 p.m. by Director Burbank

2. Pledge of Allegiance

3. Roll Call

Directors Present: Director White, Director Floe, Director Carpenter, Director Griego, Director Burbank

Directors Absent: None

Also Present: John Tillotson, General Manager; Christopher Oliver, Public Works Engineer; Karin Helvey, Financial Manager; Deirdre Joan Cox, Legal Counsel; Cindy Van Meter, Office Manager; Bri Anne Ritchie, District Clerk; and other interested parties.

4. Public Participation

Members of the Public Present: Mark Perrault; Gary Bradford, Yuba County Supervisor; and Ron Karlen, Fire Chief for the City of Marysville.

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 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 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.

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 October 15, 2020 Regular Meeting.](#)

5.2. [Approve Minutes of the October 27, 2020 Special Meeting.](#)

5.3. [Approve October 2020 Claims for Payment.](#)

5.4. [Approve October 2020 Overtime Report.](#)

- 5.5. [Review Revenue and Expenditure Summary October 29, 2020 FY 2021 \(Strategic Plan 5.3 & 5.4\).](#)
- 5.6. [Review Water Sales October 2015 to October 2020 \(Strategic Plan 5.1, 5.3\).](#)
- 5.7. [Review Invoice Cloud Activity through November 6, 2020 \(Strategic Plan 5.1, 5.3\).](#)
- 5.8. Entertain motions for approval of consent agenda and take roll as appropriate.

A motion was made by Director White and seconded by Director Carpenter 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. [Consider approving the request for waiver of capacity fees for 1609 7th Avenue, 4888 Western Avenue, and 4882 Western Avenue– D/A](#)

6.1.1. Public comment

6.1.2. Questions/comments from Directors

6.1.3. Entertain motions and take roll as appropriate

A motion was made by Director Griego and seconded by Director Carpenter to approve the request for waiver of capacity fees for 1609 7th Avenue, 4888 Western Avenue, and 4882 Western Avenue. The motion passed as follows:

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

Noes: None.

Absent: None.

6.2. [Consider approving the request for waiver of capacity fees for 1934 11th Street – D/A](#)

6.2.1. Public comment

6.2.2. Questions/comments from Directors

6.2.3. Entertain motions and take roll as appropriate

A motion was made by Director Griego and seconded by Director White to approve the request for waiver of capacity fees for 1934 11th Street. The motion passed as follows:

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

Noes: None.

Absent: None.

6.3. [Consider 2-Signature check authorization for checks less than \\$15,000.00 – D/A](#)

6.3.1. Public comment

6.3.2. Questions/comments from Directors

6.3.3. Entertain motions and take roll as appropriate

A motion was made by Director Griego and seconded by Director Floe to approve 2-Signature check authorization for checks less than \$15,000.00 and to have the General Manager and Fire Chief as the authorized signors. The motion passed as follows:

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

Abstain: Director Carpenter

Noes: None.

Absent: None.

6.4. Public Works

Parks

6.5. [Consider approving OPUD Resolution 2363, a resolution approving the application for statewide park development and community revitalization program grant funds for the Olivehurst Community Park Project – D/A](#)

6.5.1. Public comment

6.5.2. Questions/comments from Directors

6.5.3. Entertain motions and take roll as appropriate

A motion was made by Director Carpenter and seconded by Director Griego approving OPUD Resolution 2363, a resolution approving the application for statewide park development and community revitalization program grant funds for the Olivehurst Community Park Project. The motion passed as follows:

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

Noes: None.

Absent: None.

6.6. [Consider approving OPUD Resolution 2364, a resolution approving the application for statewide park development and community revitalization program grant funds for the Plumas Lake Community Park Project – D/A](#)

6.6.1. Public comment

6.6.2. Questions/comments from Directors

6.6.3. Entertain motions and take roll as appropriate

A motion was made by Director White and seconded by Director Carpenter approving OPUD Resolution 2364, a resolution approving the application for statewide park development and community revitalization program grant funds for the Plumas Lake Community Park Project. The motion passed as follows:

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

Noes: None.

Absent: None.

6.7. [Consider approving OPUD Resolution 2365, a resolution approving the application for statewide park development and community revitalization program grant funds for the Tahiti Village Park Project – D/A](#)

6.7.1. Public comment

6.7.2. Questions/comments from Directors

6.7.3. Entertain motions and take roll as appropriate

A motion was made by Director Carpenter and seconded by Director Griego approving OPUD Resolution 2365, a resolution approving the application for statewide park development and community revitalization program grant funds for the Tahiti Village Park Project. The motion passed as follows:

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

Noes: None.

Absent: None.

Water/Wastewater

6.8. [Receive update on South County infrastructure – D/A](#)

- 6.8.1. Public comment
- 6.8.2. Questions/comments from Directors
- 6.8.3. Entertain motions and take roll as appropriate

Directors reviewed this item. No motion was made.

6.9. [Consider approving proposal from Bender Rosenthal Incorporated for right of entry and acquisition services for the Industrial, Sports, and Entertainment zone infrastructure project \(Strategic Plan 1.0\) – D/A](#)

- 6.9.1. Public comment
- 6.9.2. Questions/comments from Directors
- 6.9.3. Entertain motions and take roll as appropriate

A motion was made by Director White and seconded by Director Griego approving proposal from Bender Rosenthal Incorporated for right of entry and acquisition services for the Industrial, Sports, and Entertainment zone infrastructure project. The motion passed as follows:

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

Noes: None.

Absent: None.

6.10. [Consider granting a fee deferral for the Regional Housing Authority's River Oaks Family Apartment Project – D/A](#)

- 6.10.1. Public comment
- 6.10.2. Questions/comments from Directors
- 6.10.3. Entertain motions and take roll as appropriate

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

6.11. [Consider approving OPUD Resolution 2366, a resolution authorizing participation in an intra-regional effort among Yuba County agencies and partners to provide water, wastewater and potentially additional infrastructure in the southern area of Yuba County – D/A](#)

- 6.11.1. Public comment
- 6.11.2. Questions/comments from Directors
- 6.11.3. Entertain motions and take roll as appropriate

A motion was made by Director Griego and seconded by Director White approving OPUD Resolution 2366, a resolution authorizing participation in an intra-regional effort among Yuba County agencies and partners to provide water, wastewater and potentially additional infrastructure in the southern area of Yuba County. The motion passed as follows:

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

Noes: None.

Absent: None.

6.12. [Consider approving OPUD Resolution 2367, a resolution authorizing execution and delivery of a joint community facilities agreement with California Municipal Finance Authority \(CMFA\) for its BOLD program – D/A](#)

- 6.12.1. Public comment

- 6.12.2. Questions/comments from Directors
- 6.12.3. Entertain motions and take roll as appropriate

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

6.13. [Consider approving new Community Outreach Programs per District's Strategic Plan – D/A](#)

- 6.13.1. Public comment
- 6.13.2. Questions/comments from Directors
- 6.13.3. Entertain motions and take roll as appropriate

A motion was made by Director Griego and seconded by Director Floe approving new Community Outreach Programs per District's Strategic Plan. The motion passed as follows:

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

Noes: None.

Absent: None.

6.14. [Consider publishing a Request for Proposal for design services associated with the Olivehurst Steel Main Replacement Project – D/A](#)

- 6.14.1. Public comment
- 6.14.2. Questions/comments from Directors
- 6.14.3. Entertain motions and take roll as appropriate

A motion was made by Director Griego and seconded by Director White authorizing the publishing of a Request for Proposal for design services associated with the Olivehurst Steel Main Replacement Project. The motion passed as follows:

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

Noes: None.

Absent: None.

7. Fire Department

7.1. [Receive an update on COVID-19 Valley Floor Operations – D/A](#)

- 7.1.1. Public comment
- 7.1.2. Questions/comments from Directors
- 7.1.3. Entertain motions and take roll as appropriate

Directors reviewed this item. No motion was made.

8. Board Committee Schedule

8.1. December 2020 Committee Meeting Schedule.

- 8.1.1. Fire & Safety Committee – Tuesday, December 1, 2020 at 5:00 p.m.
- 8.1.2. Parks & Recreation Committee – Tuesday, December 1, 2020 at 4:00 p.m.
- 8.1.3. Water & Wastewater Committee – Wednesday, December 2, 2020 at 5:45 p.m.

9. Reports (non-action items)

- 9.1. [November Fire Department Committee Report](#)
- 9.2. [November Parks Department Committee Report](#)
- 9.3. [November Water & Wastewater Department Committee Report](#)
- 9.4. Report from the General Manager.

- 9.5. Report from Legal Counsel.
- 9.6. Reports from Directors.
- 9.7. Public comment.

10. Correspondence

11. Closed Session – Closed session was convened at 8:31 p.m.

11.1. Conference with Labor Negotiator (Gov. Code § 54957.6) – It is the intention of the Board to meet in closed session to review its position and to instruct its designated representatives:

Agency Designated Representative: John Tillotson, General Manager

Name of Employee Organization: Olivehurst Public Utility District Fire Department Association

11.2. Conference with Legal Counsel – Significant Exposure to Litigation pursuant to Government Code Section 54956.9(d)(2): Number of potential cases: one.

12. Meeting Reconvened – Board meeting reconvened at 9:06 p.m.

12.1. Announcement of reportable actions taken in closed session.

No reportable actions.

13. Adjourn

13.1. 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, Floe and Burbank.

Noes: None.

Absent: Director Griego.