

AGENDA
OLIVEHURST PUBLIC UTILITY DISTRICT (OPUD)
BOARD OF DIRECTORS REGULAR MEETING
7:00 p.m., Thursday, June 18, 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 June 18, 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 7:14 p.m. by Director Burbank
2. Pledge of Allegiance
3. Roll Call
Directors present: Director White, Director Carpenter, Director Floe and Director Burbank
Directors absent: Director Griego

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; and other interested parties.
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 May 21, 2020 Regular Meeting](#)
 - 5.2. [Approve May 2020 Claims for Payment.](#)
 - 5.3. [Approve May 2020 Overtime Report.](#)
 - 5.4. [Review Revenue and Expenditure Summary June 9, 2020 \(Strategic Plan 5.3 & 5.](#)
 - 5.5. [Review Treasurer's Report June 9, 2020 \(Strategic Plan 5.3 & 5.4\)](#)
 - 5.6. [Review Water Sales May 2016 to May, 2020 \(Strategic Plan 5.1, 5.3\)](#)

- 5.7. [Review Invoice Cloud Activity through June 9, 2020 \(Strategic Plan 5.1, 5.3\)](#)
- 5.8. [Approve Tax Proceeds \(Appropriation Limit\) for 2020-21](#)
- 5.9. Entertain motions for approval of consent agenda and take roll as appropriate.

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

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

Noes: None

Absent: Director Griego

6. District Business

- 6.1. [Consider approving memorandum of understanding between OPUD and the City of Wheatland describing collaboration for regional wastewater solutions \(Strategic plan 1.0 & 2.0\) – D/A](#)

A motion was made by Director Carpenter and seconded by Director Floe to approve the memorandum of understanding between OPUD and the City of Wheatland describing collaboration for regional wastewater solutions. The motion passed as follows:

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

Noes: None

Absent: Director Griego

- 6.2. [Consider authorizing the use of OPUD CFD 2002-1 proceeds to repair three deficient manholes in River Oaks North – D/A](#)

A motion was made by Director Carpenter and seconded by Director Floe to authorize the use of OPUD CFD 2002-1 proceeds to repair three deficient manholes in River Oaks North. The motion passed as follows:

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

Noes: None

Absent: Director Griego

- 6.3. [Consider approval of the River Oaks South, East and North reimbursement agreement for water and wastewater facilities – D/A](#)

A motion was made by Director White and seconded by Director Carpenter to approve of the River Oaks South, East and North reimbursement agreement for water and wastewater facilities. The motion passed as follows:

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

Noes: None

Absent: Director Griego

7. Public Works

Parks

- 7.1. [Consider agreeing to work with Yuba Sutter Arts and Yuba County Rotary on the ReLeaf Grant, including up front funding of \\$100,000 to be reimbursed to OPUD in the future – D/A](#)

A motion was made by Director Floe and seconded by Director White to agree to work with Yuba Sutter Arts and Yuba County Rotary on the ReLeaf Grant, including up front funding of \$100,000 to be reimbursed to OPUD in the future. The motion passed as follows:

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

Noes: None

Absent: Director Griego

Water/Wastewater

7.2. 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)

– D/A

Directors reviewed this item. No motion was made.

8. Fire Department

8.1. [Consider approving the revised Fire Chief Code of Conduct – D/A](#)

A motion was made by Director Carpenter and seconded by Director Floe to approve the revised Fire Chief Code of Conduct, as presented. The motion passed as follows:

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

Noes: None

Absent: Director Griego

9. Business Office

9.1. [Review and consider approval of 2019-20 Budget Amendment 2](#)

A motion was made by Director White and seconded by Director Carpenter to approve the 2019-20 Budget Amendment 2, as presented. The motion passed as follows:

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

Noes: None

Absent: Director Griego

9.2. [Review and consider approval of 2020-21 Preliminary Amended Budget](#)

A motion was made by Director Carpenter and seconded by Director White to approve the 2020-21 Preliminary Amended Budget, as presented. The motion passed as follows:

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

Noes: None

Absent: Director Griego

10. Human Resources

10.1. [Consider approving the District Clerk-Executive Assistant eligibility list and authorize the General Manager to hire per OPUD policies and procedures – D/A](#)

A motion was made by Director Floe and seconded by Director Carpenter to approve the District Clerk-Executive Assistant eligibility list and authorize the General Manager to hire per OPUD policies and procedures. The motion passed as follows:

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

Noes: None

Absent: Director Griego

10.2. [Consider approving the revised Fire Chief position description, as presented – D/A](#)

A motion was made by Director Carpenter and seconded by Director Floe to approve the revised Fire Chief position description, as presented. The motion passed as follows:

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

Noes: None

Absent: Director Griego

10.3. [Consider authorizing the General Manager to fill the vacant Fire Chief position in accordance with District policies – D/A](#)

A motion was made by Director Carpenter and seconded by Director Floe to authorize the General Manager to fill the vacant Fire Chief position in accordance with District policies.

The motion passed as follows:

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

Noes: None

Absent: Director Griego

11. [Board Committee Schedule](#)

11.1. July 2020 Committee Meeting Schedule.

11.1.1. Fire & Safety Committee – Tuesday, June 30, 2020 at 5:00 p.m.

11.1.2. Parks & Recreation Committee – Tuesday, June 30, 2020 at 4:00 p.m.

11.1.3. Water & Wastewater Committee – Wednesday, July 1, 2020 at 5:45 p.m.

12. [Reports \(non-action items\)](#)

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

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

12.3. [June 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](#)

13.1. [Appeal Democrat – “Yuba County Water Agency Invests in our Future...”](#)

14. [Closed Session](#) - Closed Session was convened at 8:17 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.

15. [Meeting Reconvened](#) - Closed Session was adjourned at 8:34 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: Director Griego

The meeting was adjourned at 8:34 p.m.