

Revision 1

**AGENDA**  
**OLIVEHURST PUBLIC UTILITY DISTRICT (OPUD)**  
**BOARD OF DIRECTORS REGULAR MEETING**  
**7:00 p.m., Thursday, July 16, 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](http://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](mailto: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](mailto: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 9<sup>th</sup> 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

Directors present: Director White, Director Carpenter, Director Griego and Director Burbank  
 Directors absent: Director Floe

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

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

4. 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

4.1. [Approve Minutes of the June 18, 2020 Regular Meeting](#)

4.2. [Approve June 2020 Claims for Payment.](#)

4.3. [Approve June 2020 Overtime Report.](#)

4.4. [Review Revenue and Expenditure Summary July 6, 2020 \(Strategic Plan 5.3 & 5.4\)](#)

4.5. [Review Water Sales June 2016 to June 2020 \(Strategic Plan 5.1, 5.3\)](#)

4.6. [Review Invoice Cloud Activity through July 6, 2020 \(Strategic Plan 5.1, 5.3\)](#)

4.7. [Budget Transfer Requests.](#)

→ 4.8. Approve merit increase for Nicholas Pomeroy, Utility Operator 3, Step 4 to Step 5, retroactive to July 9, 2020.

4.9. 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, and Burbank.

Noes: None

Absent: Director Griego and Floe

Director Griego stepped into the meeting at 7:08 p.m.

5. District Business

5.1. [Consider approving OPUD Resolution 2355, a resolution of intent for annexation of property into OPUD CFD 2005-2 for parks maintenance \(annexation 7\) – D/A](#)

A motion was made by Director Carpenter and seconded by Director White to approve the OPUD Resolution 2355, a resolution of intent for annexation of property into OPUD CFD 2005-2 for parks maintenance (annexation 7). The motion passed as follows:

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

Noes: None

Absent: Director Floe

6. Public Works

Parks

6.1. Discuss construction of park adjacent to existing Tahiti Village park – D/A

Directors reviewed this item. No motion was made.

Water/Wastewater

6.2. 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.

6.3. Discuss negotiations with the City of Wheatland, regarding regionalization of OPUD's wastewater plant (Strategic Plan 2.0 and 5.0) – D/A

Directors reviewed this item. No motion was made.

7. Fire Department

7.1. [Consider Resolution No. 2354, authorizing collection of California Heartlands fire suppression assessment for Fiscal Year 2020-21 \(Strategic Plan 5.3 & 5.4\) – D/A](#)

A motion was made by Director Griego and seconded by Director Carpenter to approve Resolution No. 2354, authorizing collection of California Heartlands fire suppression assessment for Fiscal Year 2020-21. The motion passed as follows:

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

Noes: None

Absent: Director Floe

7.2. [Considering approving 2020 Non-Compliant Weed Abatement List, in accordance with Resolution 2208 – D/A](#)

A motion was made by Director Griego and seconded by Director Carpenter to approve 2020 Non-Compliant Weed Abatement List, in accordance with Resolution 2208. The motion passed as follows:

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

Noes: None

Absent: Director Floe

Directors instructed staff to further discuss funding of abatement at August Fire Committee.

8. Business Office

8.1. [Consider Resolution No. 2352 approving the Plumas Lake CFD No. 2002-1 Tax Report for Fiscal Year 2020-21 and levying and apportioning the Special Tax for Fiscal Year 2019-20 as provided therein \(Strategic Plan 5.3 & 5.4\) – D/A](#)

A motion was made by Director Carpenter and seconded by Director Griego to approve Resolution No. 2352 approving the Plumas Lake CFD No. 2002-1 Tax Report for Fiscal Year 2020-21 and levying and apportioning the Special Tax for Fiscal Year 2019-20 as provided therein. The motion passed as follows:

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

Noes: None

Absent: Director Floe

8.2. [Consider approving Resolution No. 2353 approving CFD No. 2005-2 Tax Report for Fiscal Year 2020-21 and levying and apportioning the Special Tax for Fiscal Year 2020-21 as provided therein. \(Strategic Plan 5.3 & 5.4\) – D/A](#)

A motion was made by Director Griego and seconded by Director Carpenter to approve Resolution No. 2353 approving CFD No. 2005-2 Tax Report for Fiscal Year 2020-21 and levying and apportioning the Special Tax for Fiscal Year 2020-21 as provided therein. The motion passed as follows:

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

Noes: None

Absent: Director Floe

9. Human Resources

9.1. [Consider authorizing returning vacation time to employees that stopped accruing vacation due to the COVID-19 pandemic – D/A](#)

A motion was made by Director Griego and seconded by Director Carpenter to approve returning vacation time to employees that stopped accruing vacation due to the COVID-19 pandemic. The motion passed as follows:

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

Noes: None

Absent: Director Floe

10. Board Committee Schedule

10.1. August 2020 Committee Meeting Schedule.

10.1.1. Fire & Safety Committee – Tuesday, August 4, 2020 at 5:00 p.m.

10.1.2. Parks & Recreation Committee – Tuesday, August 4, 2020 at 4:00 p.m.

10.1.3. Water & Wastewater Committee – Wednesday, August 5, 2020 at 5:45 p.m.

11. Reports (non-action items)

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

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

11.3. [June Water & Wastewater Department Committee Report](#)

11.4. Report from the General Manager.

11.5. Report from Legal Counsel.

11.6. Reports from Directors.

11.7. Public comment.

12. Correspondence

13. Closed Session- Closed Session was convened at 8:03 p.m.

13.1. Conference with Legal Counsel – Initiation of Litigation pursuant to Government Code Section 54956.9(d)(4): Number of potential cases: one.

14. Meeting Reconvened – Board meeting was reconvened at 8:25 p.m.

14.1. Announcement of reportable actions taken in closed session.

15. Adjourn

15.1. Entertain motion to adjourn.

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

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

Noes: None

Absent: Director Floe

The meeting was adjourned at 8:30 p.m.