

**AGENDA**  
**OLIVEHURST PUBLIC UTILITY DISTRICT (OPUD)**  
**BOARD OF DIRECTORS REGULAR MEETING**  
**7:00 p.m., Thursday, July 20, 2023**  
**LOCATION: Hybrid Board Meeting**

OPUD Board meetings will be conducted at its regular in-person meeting location in the Board Chambers, 1970 9<sup>th</sup> Avenue, Olivehurst, for the public to attend. Attendance will be limited to 50 percent of room capacity (no more than 20 persons), and it is strongly recommended that all in-person attendees wear face coverings and social distance as recommended by public health authorities.

All attendees are encouraged to be fully vaccinated.

Meetings will also continue to be streamed live and members of the public may participate remotely as described below.

Accordingly, on the day of the meeting you will have the option to:

- Attend via Zoom, using the procedure outlined below.
- Participate in person, as noted above.

If you anticipate wanting to speak during the meeting, please join in advance of public comment time.

To submit public comment during the meeting, please join us in person or on Zoom.

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 Hybrid 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 Board Clerk will select you from the meeting cue. Please be patient while waiting in the cue.

***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 – The meeting was called to order at 7:00 p.m. by Director Nelson

2. Pledge of Allegiance

3. Roll Call

Directors Present: Director Burbank, Director Floe, Director Griego, and Director Nelson  
Directors Absent: Director Perrault

Also Present: John Tillotson, General Manager; Karin Helvey, Financial Manager; Deirdre Joan Cox, Legal Counsel; Cindy Van Meter, Office Manager; Chief York, Fire Chief; Bri Anne Ritchie, Board Clerk; and other interested parties.

4. Public Participation

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 the 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 to 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.

No members of the public were present.

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 June 15, 2023, Regular Meeting.](#)

5.2. [Approve Minutes of the July 11, 2023, Special Meeting.](#)

5.3. [Approve June 2023 Claims for Payment.](#)

5.4. [Approve June 2023 Overtime Report.](#)

- 5.5. [Review Revenue and Expenditure Summary June 30, 2023, FY 2022-2023 \(Strategic Plan 5.3 & 5.4\).](#)
- 5.6. [Review Water Sales June 2016 to June 2023 \(Strategic Plan 5.1, 5.3\).](#)
- 5.7. [Review Service Water Account Analysis June 2023 \(Strategic Plan 5.1, 5.3\).](#)
- 5.8. [Review Invoice Cloud Activity through July 13, 2023 \(Strategic Plan 5.1, 5.3\).](#)
- 5.9. Entertain motions for approval of consent agenda and take roll as appropriate.

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

Ayes: Directors Burbank, Floe, Griego, Perrault, and Nelson  
Noes: None  
Absent: None

## 6. District Business

- 6.1. [Consider Resolution No. 2422 approving the Plumas Lake CFD No. 2002-1 Tax Report for Fiscal Year 2023-24 and levying and apportioning the Special Tax for Fiscal Year 2023-24 as provided therein \(Strategic Plan 5.3 & 5.4\) – 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 Floe and seconded by Director Griego to approve Resolution No. 2422 approving the Plumas Lake CFD No. 2002-1 Tax Report for Fiscal Year 2023-24 and levying and apportioning the Special Tax for Fiscal Year 2023-24 as provided therein. The motion passed as follows:

Ayes: Directors Burbank, Floe, Griego, Perrault, and Nelson  
Noes: None  
Absent: None

- 6.2. [Consider Resolution No. 2423 approving CFD No. 2005-2 Tax Report for Fiscal Year 2023-24 and levying and apportioning the Special Tax for Fiscal Year 2023-24 as provided therein \(Strategic Plan 5.3 & 5.4\) – 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 Floe and seconded by Director Griego to approve Resolution No. 2423 approving the Plumas Lake CFD No. 2005-2 Tax Report for Fiscal Year 2023-24 and levying and apportioning the Special Tax for Fiscal Year 2023-24 as provided therein. The motion passed as follows:

Ayes: Directors Burbank, Floe, Griego, Perrault, and Nelson  
Noes: None  
Absent: None

- 6.3. Consider authorizing staff to draft a Water Workforce letter of support – D/A
  - 6.3.1. Public comment
  - 6.3.2. Questions/comments from Directors

6.3.3. Entertain motions and take roll as appropriate

Directors discussed this item and directed staff to write the letter of support. No motion was made.

7. Public Works

Water/Wastewater

7.1. Receive update on South County infrastructure – 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 received an update. No motion was made.

7.2. Receive an update on the lift station at River Oaks and Zanes in Plumas Lake – D/A

7.2.1. Public comment

7.2.2. Questions/comments from Directors

7.2.3. Entertain motions and take roll as appropriate

Directors received an update. No motion was made.

7.3. Discuss and consider the flushing of the water lines – D/A

7.3.1. Public comment

7.3.2. Questions/comments from Directors

7.3.3. Entertain motion and take roll as appropriate

Directors received an update. No motion was made.

8. Fire Department

8.1. [Consider approving the 2023 Non-Compliant Weed Abatement List in accordance with Resolution No. 2208 – D/A](#)

8.1.1. Public comment

8.1.2. Questions/comments from Directors

8.1.3. Entertain motions and take roll as appropriate

A motion was made by Director Floe and seconded by Director Perrault approving the 2023 Non-Compliant Weed Abatement List in accordance with Resolution No. 2208. The motion passed as follows:

Ayes: Directors Burbank, Floe, Perrault, and Nelson

Noes: None

Absent: None

Abstain: Director Griego

8.2. [Consider approving staff to open advertisement for bid on station roof and sheetrock repair – D/A](#)

8.2.1. Public comment

8.2.2. Questions/comments from Directors

8.2.3. Entertain motions and take roll as appropriate

A motion was made by Director Perrault and seconded by Director Burbank approving staff to open advertisement for bid on station roof and sheetrock repair. The motion passed as follows:

Ayes: Directors Burbank, Floe, Griego, Perrault, and Nelson  
Noes: None  
Absent: None

8.3. [Consider approving staff to use Newland Entities, Inc. to remove and replace asphalt not to exceed \\$20,100.00 – DA](#)

- 8.3.1. Public comment
- 8.3.2. Questions/comments from Directors
- 8.3.3. Entertain motion and take roll as appropriate

A motion was made by Director Burbank and seconded by Director Floe approving staff to use Newland Entities, Inc. to remove and replace asphalt not to exceed \$20,100.00. The motion passed as follows:

Ayes: Directors Burbank, Floe, Griego, Perrault, and Nelson  
Noes: None  
Absent: None

9. Human Resources

9.1. [Consider approving the changes made to the Management and Professional Employees Association \(MPEA\) MOU Sick Leave Payout – D/A](#)

- 9.1.1. Public comment
- 9.1.2. Questions/comments from Directors
- 9.1.3. Entertain motions and take roll as appropriate

A motion was made by Director Perrault and seconded by Director Griego approving the changes made to the Management and Professional Employees Association (MPEA) MOU Sick Leave Payout. The motion passed as follows:

Ayes: Directors Burbank, Floe, Griego, Perrault, and Nelson  
Noes: None  
Absent: None

10. Board Committee Schedule

- 10.1. August 2023 Committee Meeting Schedule.
  - 10.1.1. Fire & Safety Committee – Tuesday, August 1, 2023, at 4:00 p.m.
  - 10.1.2. Parks & Recreation Committee – Tuesday, August 1, 2023, at 5:00 p.m.
  - 10.1.3. Water & Wastewater Committee – Wednesday, August 2, 2023, at 5:45 p.m.

11. Reports (non-action items)

- 11.1. [July Fire Department Committee Report.](#)
- 11.2. [July Parks Department Committee Report.](#)
- 11.3. [July 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 7:43 p.m.

13.1. CONFERENCE WITH LEGAL COUNSEL – Significant Exposure to Litigation pursuant to Government Code Section 54956.9(d)(2): Number of potential cases: one.

13.2. CONFERENCE WITH LEGAL COUNSEL – Existing Litigation pursuant to Government Code Section 54956.9(d)  
Name of Case: Olivehurst Public Utility District v. The Dow Chemical Company; Shell Oil Company; Occidental Chemical Corporation; FMC Corporation; Wilbur-Ellis Company LLC, et al.

13.3. 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

13.4. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code 54956.9: Number of cases: one.

14. Meeting Reconvened – Closed session was adjourned at 8:09 p.m.

14.1. Announcement of reportable actions taken in closed session.

No reportable action to report

15. Adjourn

15.1. Entertain motion to adjourn.

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

Ayes: Directors Burbank, Floe, Griego, Perrault, and Nelson

Noes: None

Absent: None

The meeting adjourned at 8:09 p.m.