

AGENDA
OLIVEHURST PUBLIC UTILITY DISTRICT (OPUD)
BOARD OF DIRECTORS REGULAR MEETING
7:00 p.m., Thursday, November 21, 2024
LOCATION: Hybrid Board Meeting Via Zoom and In-Person at the
Board Room Located at 1970 9th Avenue, Olivehurst, CA 95961

OPUD Board meetings will be conducted at its regular in-person meeting location in the Board Chambers, 1970 9th 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 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 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 – The meeting was called to order at 7:00 p.m. by Director Floe

2. Pledge of Allegiance

3. Roll Call

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

Also Present: John Tillotson, General Manager; Karin Helvey, Financial Manager; Deirdre Joan Cox, Legal Counsel; Swarnjit Boyal, Public Works Manager; Nick Pomeroy, Chief Plant Operator; 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.

7 Members of the public were present.

→ A member of the public appeared at the Board meeting and described an upcoming event and requested Board consideration of its potential participation at the event at the meeting in open session. The off-agenda item is urgent and needs immediate action because it concerns an upcoming parade, and a decision must be made prior to the next regularly scheduled Board meeting and prior to the next opportunity at which a Special Meeting of the Board of Directors could be convened. The Board discovered the need to take immediate action during its 11/21/2024 Board meeting, after the 72-hour agenda deadline.

A motion was made by Director Burbank and seconded by Director Griego to add an item: Discuss OPUD and its Directors participating in the Olivehurst Christmas Parade to the agenda pursuant to Government Code §54954.2(b)(2) due to the need to take immediate action and that the need for action came to the attention of the agency subsequent to the agenda being posted and the 72-hour agenda deadline. The motion passed as follows:

Ayes: Directors Burbank, Griego, Nelson, and Floe

**D/A - Discussion/Action

Noes: None

Absent: Director Perrault

→ Item added as 6.1. under District Business.

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 17, 2024, Regular Meeting.](#)

5.2. [Approve Minutes of the October 22, 2024, Special Event.](#)

5.3. [Approve Minutes of the November 6, 2024, Special Meeting.](#)

5.4. [Approve October 2024 Claims for Payment.](#)

5.5. [Approve October 2024 Overtime Report.](#)

5.6. [Review Revenue and Expenditure Summary October 31, 2024, FY 2024-2025 \(Strategic Plan 5.3 & 5.4\).](#)

5.7. [Review Water Sales November 2018 to November 2024 \(Strategic Plan 5.1, 5.3\).](#)

5.8. [Review Invoice Cloud Activity through November 12, 2024 \(Strategic Plan 5.1, 5.3\).](#)

5.9. [Review Service Water Account Analysis November 2024 \(Strategic Plan 5.1, 5.3\).](#)

5.10. Approve merit increase for Bryce Monahan, Utility Worker, Step 4 to Step 5, retroactive to October 18, 2024.

5.11. Approve merit increase for Jim McClure, Utility Worker, Step 4 to Step 5, retroactive to November 3, 2024.

5.12. Entertain motions for approval of consent agenda and take roll as appropriate.

A motion was made by Director Griego and seconded by Director Nelson approving the consent agenda . The motion passed as follows:

Ayes: Directors Burbank, Griego, Nelson, and Floe

Noes: None

Absent: Director Perrault

6. District Business

→ 6.1. Discuss OPUD and its Directors participating in the Olivehurst Christmas Parade – D/A

6.1.1. Public comment

6.1.2. Questions/comments from Directors

6.1.3. Entertain motions and take roll as appropriate

Directors discussed this matter. No motion was made.

6.2. Public Hearing for the annexation of territory into CFD 2005-2 for Parks Maintenance – D/A

6.2.1. Open the Public Hearing – Public hearing opened at 7:12 p.m.

6.2.2. [Confirmation of required notice by law](#) – Confirmation provided.

6.2.3. Confirmation of written comments/protest – No written comments/protests

6.2.4. Staff Presentation

6.2.5. Public comment

6.2.6. Close Public Hearing – Public hearing closed at 7:13 p.m.

6.2.7. [Consider approving OPUD Resolution No. 2445, a resolution calling an election to vote on the annexation territory into OPUD CFD 2005-2 for parks maintenance \(annexation 14\) – D/A](#)

- 6.2.7.1. Public comment
- 6.2.7.2. Questions/comments from Directors
- 6.2.7.3. Entertain motions and take roll as appropriate

A motion was made by Director Griego and seconded by Director Burbank approving OPUD Resolution No. 2445, a resolution calling an election to vote on the annexation territory into OPUD CFD 2005-2 for parks maintenance (annexation 14). The motion passed as follows:

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

6.2.8. [Consider approving OPUD Resolution No. 2446, a resolution declaring election results for vote on the annexation territory into OPUD CFD 2005-2 for parks maintenance \(annexation 14\) – D/A](#)

- 6.2.8.1. Public comment
- 6.2.8.2. Questions/comments from Directors
- 6.2.8.3. Entertain motions and take roll as appropriate

A motion was made by Director Burbank and seconded by Director Nelson approving OPUD Resolution No. 2446, a resolution declaring election results for vote on the annexation territory into OPUD CFD 2005-2 for parks maintenance (annexation 14). The motion passed as follows:

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

6.2.9. [Consider waiving the first and second reading and the adoption of OPUD Ordinance No. 219, levying the tax on territory for OPUD CFD 2005-2 for parks maintenance \(annexation 14\) – D/A](#)

- 6.2.9.1. Public comment
- 6.2.9.2. Questions/comments from Directors
- 6.2.9.3. Entertain motions and take roll as appropriate

A motion was made by Director Burbank and seconded by Director Nelson waiving the first and second reading and the adoption of OPUD Ordinance No. 219, levying the tax on territory for OPUD CFD 2005-2 for parks maintenance (annexation 14). The motion passed as follows:

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

6.3. [Consider approving the PLA agreement for the South County Project – 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 Burbank approving the PLA agreement for the South County Project subject to revisions by OPUD Legal Counsel adding Head of Household provisions. The motion passed as follows:

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

7. Public Works

Parks

7.1. [Consider approving the Lease Agreement request with West Coast Cheer for use of the Youth Center Building – D/A](#)

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

A motion was made by Director Nelson and seconded by Director Griego approving the Lease Agreement request with West Coast Cheer for use of the Youth Center Building. The motion passed as follows:

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

7.2. [Consider approving the special event and fee waiver request made by South Yuba County Sunrise Rotary Club for an event at Eufay Woods Sr. Park – D/A](#)

- 7.2.1. Public comment
- 7.2.2. Questions/comments from Directors
- 7.2.3. Entertain motions and take roll as appropriate

A motion was made by Director Griego and seconded by Director Nelson approving the special event and fee waiver request made by South Yuba County Sunrise Rotary Club for an event at Eufay Woods Sr. Park. The motion passed as follows:

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

7.3. [Consider approving the special event application fee refund request by Dream Space LLC for the cancelled special event – D/A](#)

- 7.3.1. Public comment
- 7.3.2. Questions/comments from Directors
- 7.3.3. Entertain motions and take roll as appropriate

A motion was made by Director Griego and seconded by Director Nelson approving the special event application fee refund request by Dream Space LLC for the cancelled special event. The motion passed as follows:

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

Water/Wastewater

7.4. Receive update on South County infrastructure – D/A

- 7.4.1. Public comment
- 7.4.2. Questions/comments from Directors
- 7.4.3. Entertain motions and take roll as appropriate

Directors received an update. No motion was made.

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

- 7.5.1. Public comment
- 7.5.2. Questions/comments from Directors
- 7.5.3. Entertain motions and take roll as appropriate

Directors received an update. No motion was made.

7.6. [Consider approving request from Pacific West Builders \(PWB\) for occupancy of River Oaks Apartments prior to onsite electrical at the lift station which OPUD will not take possession of without – D/A](#)

- 7.6.1. Public comment
- 7.6.2. Questions/comments from Directors
- 7.6.3. Entertain motions and take roll as appropriate

Directors discussed this matter and provided staff directions. No motion was made.

8. Fire Department

8.1. [Receive an update on the OPUD Fire Department 2024 ISO Report – D/A](#)

- 8.1.1. Public comment
- 8.1.2. Questions/comments from Directors
- 8.1.3. Entertain motions and take roll as appropriate

Directors received an update. No motion was made.

9. Board Committee Schedule

9.1. December 2024 Committee Meeting Schedule.

- 9.1.1. Fire & Safety Committee – Thursday, December 5, 2024, at 4:00 p.m.
- 9.1.2. Parks & Recreation Committee – Thursday, December 5, 2024, at 5:00 p.m.
- 9.1.3. Water & Wastewater Committee – Wednesday, December 4, 2024, at 3:30 p.m.

10. Reports (non-action items)

- 10.1. [November Fire Department Committee Report.](#)
- 10.2. [November Parks Department Committee Report.](#)
- 10.3. [November Water & Wastewater Department Committee Report.](#)

- 10.4. Report from the General Manager.
- 10.5. Report from Legal Counsel.
- 10.6. Reports from Directors.
- 10.7. Public comment.

11. Correspondence

- 11.1. [Norther California Water Association Newsletter Article – Rural Community Assistance Corporation Helps Olivehurst Protects Its Water Future.](#)

12. Closed Session – Closed Session was convened at 8:30 p.m.

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

13. Meeting Reconvened – Closed Session was adjourned at 8:45 p.m.

- 13.1. Announcement of reportable actions taken in closed session.

No reportable action was reported.

14. Adjourn

- 14.1. Entertain motion to adjourn.

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

Ayes: Directors Burbank, Griego, Nelson, and Floe

Noes: None

Absent: Director Perrault

The meeting adjourned at 8:46p.m.