

OLIVEHURST PUBLIC UTILITY DISTRICT Parks and Recreation Committee Report

Date/Time: Tuesday, February 4th, 2020 at 4:00 p.m.

Directors: Carpenter and Burbank

Location: General Manager's Office, 1970 9th Avenue, Olivehurst, CA, 95961



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 on the Olivehurst Public Utility District website, <http://www.opud.net>. 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

The following items were scheduled for discussion:

1. [Receive an update on providing digital documents for a fee on the District Website.](#)

This item was removed from the agenda.

Forwarded item(s): None

Staff Direction: None

Staff Report Requested: None

2. [Discuss the potential to live stream board meetings.](#)

This item was removed from the agenda.

Forwarded item(s): None

Staff Direction: None

Staff Report Requested: None

3. [Discuss necessary updates to the District's Civil Service Ordinance.](#)

General Manager reported that clean up to the Ordinance is required and is being processed.

Forwarded item(s): None

Staff Direction: None

Staff Report Requested: None

4. [Discuss the process of placing District Ordinances and Resolutions on the OPUD website.](#)

District Clerk presented the project plan for this item.

Forwarded item(s): Discuss the process of placing District Ordinances and Resolutions on the OPUD website.

Staff Direction: None

Staff Report Requested: District Clerk:

5. Discuss donation request received to support the Lindhurst High School Wrestling Tournament.

General Manager reported that a donation was granted per the District's Policy.

Forwarded item(s): None

Staff Direction: None

Staff Report Requested: None

6. Receive an update regarding lease status of Alcoholics Anonymous.

Member of the Public (Charles Marrs) spoke to Directors regarding the termination of the lease agreement with Alcoholics Anonymous. General Manager and Member discussed the last month's payment and relocation options.

Forwarded item(s): None

Staff Direction: None

Staff Report Requested: None

7. Discuss advertising, interviewing, and creation of an eligibility list for the position of Pool manager.

Human Resources Coordinator discussed the need to hire a Pool Manager for the upcoming season, and Public Works Administrative Assistant was assigned responsibility for assisting with oversight of the pool.

Forwarded item(s): Discuss advertising, interviewing, and creation of an eligibility list for the position of Pool manager.

Staff Direction: None

Staff Report Requested: Human Resources Coordinator

8. Discuss the status and options for arranging annual Lifeguard training.

Human Resources Coordinator reported that the District is looking into options for ensuring that Lifeguards receive their required training this year.

Forwarded item(s): Discuss the status and options for arranging annual Lifeguard training.

Staff Direction: None

Staff Report Requested: Human Resources Coordinator

9. Discuss the advertising, interviewing and creation of an eligibility list for Intermittent-Seasonal Lifeguard positions

Human Resources Coordinator discussed the need to begin the process for hiring Lifeguards for the upcoming pool season.

Forwarded item(s): Discuss the advertising, interviewing and creation of an eligibility list for Intermittent-Seasonal Lifeguard positions

Staff Direction: None

Staff Report Requested: Human Resources Coordinator

10. Discuss collaboration with First Five for funding of the 2020 OPUD pool season.

General Manager reported conversations with First 5 regarding the extension of our last grant, and that the paperwork is being processed.

Forwarded item(s): None
Staff Direction: None
Staff Report Requested: None

11. Special Events Requests and Parks and Facilities Use Agreement inquiries.

- a. Dog Park – General Manager gave a report.
- b. [Blood Drive – Plumas Lake](#) – Event was approved with a \$100 deposit and insurance
- c. [Rental Property Professionals Annual Movie Night Authorization](#) – Item was forwarded.
- d. [First 5](#) – Event was approved with no deposit/fee.

Forwarded item(s): Rental Property Professionals Annual Movie Night Authorization – Item was forwarded.

Staff Direction: None
Staff Report Requested: None

12. Status of Parks and Recreation Facilities.

- a. [Staff report](#) – Parks Maintenance Coordinator gave a report.
- b. Vandalism and Costs – Parks Maintenance Coordinator gave a report.
- c. Budgetary items Financial Manager gave a report.
 1. [Monthly Review of Revenue and Expenditures – Parks and Pool \(pages page 5-10, 18\)](#)
 2. [Discuss Budget Requests for Amended Budget 2019-20 – Page 20-21](#)
- d. Staffing – No items were reported.
- e. Materials – Parks Maintenance Coordinator gave a report.

Forwarded item(s): None
Staff Direction: None
Staff Report Requested: None