

OLIVEHURST PUBLIC UTILITY DISTRICT Parks and Recreation Committee

Date/Time: Thursday, February 1st, 2024, at 5:00 p.m.

Directors: Burbank and Perrault

Location: Hybrid Meeting Via Zoom and In-Person in the Board Room

Located at 1970 9th Avenue, Olivehurst, CA 95961



OPUD Committee 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 Committee 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.

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. 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) 743-4658 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 Clerk of the Board at (530) 743-4658.

The following items are scheduled for discussion:

- 1) Status of Parks and Recreation Facilities.
 - a) [Staff report](#) – Parks Department Manager gave report.
 - i) Staffing – Update was provided on Lifeguard Instructor certification.
 - ii) Materials – No items were reported.
 - iii) Vandalism and Costs – Vandalism at Eufay Woods Sr. Park is up. Trash cans in bathroom are being set on fire and playground equipment has been stolen.
 - b) VCIO Report

VCIO gave report.
 - c) Budgetary items
 - i) [Monthly Review of Revenue and Expenditures – Parks and Pool FY 2023-24 \(pages 6-11, 19\) \(Strategic Plan 5.1\).](#)
 - ii) [Discuss Budget Amendment 1 for FY 2023-2024](#)
 - (1) Forwarded item(s): Review of Revenue and Expenditure FY 2023-24 along with Budget Amendment 1 for FY 2023-24.
 - (a) Staff Direction: None
 - (b) Staff Report Requested: None

2) [Discuss FY 2022-23 Financial Audit & Management Letter.](#)

Karin Helvey, Financial Manager, stated that the audit has been completed and there are no findings for the 5th consecutive year. She asked how the Directors would prefer to receive the information, either in the form of a presentation or summary.

- a) Forwarded item(s): Bring to Board for further discussion.
 - i) Staff Direction: Provide Directors with a brief summary instead of a presentation.
 - ii) Staff Report Requested: Staff Report to be completed for Board meeting.

3) [Discuss CINTAS Uniform Contract renewal.](#)

Karin Helvey, Financial Manager, stated that the previous contract was for a 3-year term. The proposed contract renewal is for a 5-year term and has high contract termination costs should it need to be dissolved prior to the end of the 5-year term. The price increases are in line with the CCI. Karin stated that it would be better to have a 3-year term instead of a 5-year term.

- a) Forwarded item(s): Bring to Board for further discussion.
 - i) Staff Direction: None
 - ii) Staff Report Requested: Staff Report to be completed for Board meeting.

4) [Discuss request from Plumas Lake Little League to add additional Conex box container to Eufay Woods Sr. Park.](#)

Bri Anne Ritchie, Board Clerk, discussed the email request received from Plumas Lake Little League requesting an additional Conex box or storage shed to be placed at Eufay Woods Sr. park.

- a) Forwarded item(s): None
 - i) Staff Direction: Bring back to committee
 - ii) Staff Report Requested: None

5) Discuss bringing youth programs to the Youth Center Building.

No items were reported.

- a) Forwarded item(s): None
 - i) Staff Direction: None
 - ii) Staff Report Requested: None

6) Special Events Requests and Parks and Facilities Use Agreement inquiries.

No items were reported.

- a) Forwarded item(s): None
 - i) Staff Direction: None
 - ii) Staff Report Requested: None

7) [General Manager Report](#) – General Manager gave report.

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 Clerk of the Board at (530) 743-0317.