

# OLIVEHURST PUBLIC UTILITY DISTRICT Parks and Recreation Committee

Date/Time: Tuesday, October 31<sup>st</sup>, 2023, at 5:00 p.m.

Directors: Burbank and Perrault

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

Located at 1970 9<sup>th</sup> Avenue, Olivehurst, CA 95961



OPUD Committee 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 Committee 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.

*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 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](#) – General Manager gave report for Parks Department Manager.
    - i) Staffing – No items were reported.
    - ii) Materials – VCIO gave update on IT projects. Bear River has internal crack in slide.
    - iii) Vandalism and Costs – No items were reported.
  - b) Budgetary items
    - i) [Monthly Review of Revenue and Expenditures – Parks and Pool FY 2023-24 \(pages 6-11, 19\) \(Strategic Plan 5.1\).](#)
      - (1) Forwarded item(s): Review of Revenue and Expenditures FY 2023-24.
        - (a) Staff Direction: None
        - (b) Staff Report Requested: None

2) [Discuss introducing purchase orders.](#)

Karin Helver, Financial Manager, stated that OPUD has procurement and purchasing policies. As growth continues, it is becoming increasingly difficult to adhere to the policies. Utilizing purchase orders will allow for the adherence of those policies while also staying within department budgets approved by the Board.

- 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.

3) [Discuss ADA swing community effort.](#)

Karin Helvey, Financial Manager, discussed the amount of money raised for an ADA swing for the Olivehurst area parks.

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

4) 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

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

- a) [Blue Tulip Coffee Company – Eufay Park](#)
  - i) Forwarded item(s): Bring to Board for further discussion.
    - (1) Staff Direction: Add committee recommendation to staff report.
    - (2) Staff Report Requested: Staff Report to be completed for Board meeting.

6) [General Manager Report](#) – John Tillotson, 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 contact the Clerk of the Board at (530) 743-0317.*