

Olivehurst Public Utility District



Agenda Item Staff Report

Meeting Date: November 21, 2019

Item description/summary:

Member of the Public (Desiree Hasteley) submitted a request to have a Special Event at Eufay Wood Sr. Memorial Park. This would be a community event to have a tree lighting ceremony to be held on December 1st from 5:00 pm to 8:00 pm. Due to the time of the event, the District would need to waive Yuba County Ordinance 8.76.30. It would also be the Board's discretion to establish a deposit and/or a fee for the event. Due to other events that this Member of the Public coordinates with the District on a regular basis, we currently have a deposit for those events on file, as well as insurance.

Fiscal Analysis:

None

Employee Feedback

None

Sample Motion:

Approve the Special Event for the tree lighting at Eufay Wood Sr. Memorial Park, set a deposit and/or fee, and waive Yuba County Ordinance 8.76.030.

Prepared by:

Elizabeth Mallen, District Clerk/Executive Assistant



OLIVEHURST PUBLIC UTILITY DISTRICT

Business Office
1970 9th Avenue/P.O. Box 670
Olivehurst, CA 95961
Phone (530) 743-4657 Fax (530) 743-3023 www.opud.org

Application must be submitted to Business Office a minimum of 30 business days prior to date of event.

Special Events Application/Permit

(YOU MUST HAVE YOUR COPY OF YOUR PERMIT IN POSSESSION DURING EVENT)

Organization/Group: Rental Property Professionals, Inc Contact Person(s): Desiree Hastey
Contact Phone #(s): 530-329-4814 Email: desiree@plumaslakeproperties.com

Event Location (name of park/facility) Eufay Wood

Name/Type of Event: Christmas Tree Lighting Date(s) of Event 12/1/19

Hours of event: 5 am/pm 8 am/pm (include set up and clean up time)

Estimate: Number of Participants: 300 Spectators: _____ Staff: _____

Will you be using a public address system or any other type of amplified sound equipment? Yes No _____

If yes, provide a detailed plan for all electronics including music, public address systems, etc.:
Sound equipment & Lights.

Will there be any vendors or contractors operating a booth, shop, or mobile operation during event? Yes _____ No

If yes, provide number of vendors _____ and vendor type(s): _____

(Must provide copies of all permits and written approvals from other agencies that may be required prior to conducting event)

Will alcoholic beverages be served or given away? Yes _____ No If yes, must provide valid ABC license and provide licensed security. (Per OPUD Special Events Policy)

Is this a for-profit or non-profit event: non-profit Will you be charging fees to participants? Yes _____ No

Will dumpsters be required: Yes _____ No Will portable toilets be required: Yes _____ No

(If yes, see OPUD Special Events Policy regarding dumpsters and portable toilets.)

INSURANCE: Applicant must provide Olivehurst Public Utility District a properly worded Certificate of Insurance from an insurance company licensed to do business in the State of California as proof of possession of general liability, owner, landlords and tenants, or general homeowners insurance, providing for personal injury, death and property damage in the amount of not less than \$1,000,000.00. In the case of other than private use, said certificate shall also provide as additionally insured the Olivehurst Public Utility District, its officers, agents, and employees. Such insurance will be primary coverage for any liability arising from applicants' use of the facilities. The certificate must cover all dates and hours of facility use. INITIAL HERE DH

Any change, alteration or modification of intended use must be approved by Olivehurst Public Utility District. Change can result in cancellation of use. Any misrepresentation of your group or use, or failure to comply with Special Events Policy may result in expulsion from the park. INITIAL HERE _____

IT IS EXPRESSLY UNDERSTOOD AND AGREED THAT APPLICANT/ORGANIZATION SHALL SAVE, KEEP AND HOLD HARMLESS OLIVEHURST PUBLIC UTILITY DISTRICT, ITS OFFICERS, AGENTS, EMPLOYEES AND VOLUNTEERS FROM ALL DAMAGES, COSTS OR EXPENSES IN LAW OR EQUITY THAT MAY AT ANY TIME ARISE OR BE SET UP BECAUSE OF DAMAGES TO PROPERTY OR PERSONAL INJURY RECEIVED BY REASON OF OR IN THE COURSE OF USING OR OCCUPYING THE FACILITY. INITIAL HERE DH

I AND/OR MY ORGANIZATION FURTHER EXPRESSLY CERTIFY THAT I AND/OR MY ORGANIZATION WILL BE RESPONSIBLE FOR ANY DAMAGE OR LOSS SUSTAINED TO THE GROUNDS, BUILDING, OR EQUIPMENT OCCURRING, OR UNUSUAL CLEAN-UP REQUIRED, AS A RESULT OF MY AND/OR MY ORGANIZATION'S USE OF THE FACILITY. AMOUNT OF CLEANING DEPOSIT WILL BE BASED ON TYPE AND SIZE OF EVENT. IT IS UNDERSTOOD AND AGREED THAT APPLICANT/ORGANIZATION WILL CLEAN UP ALL DECORATIONS AND TRASH OR CLEANING DEPOSIT WILL BE FORFEITED. **NO PERSONAL VEHICLES ARE ALLOWED ON PARK GRASS AREAS** AS GRASS AND SPRINKLER HEADS CAN BE DAMAGED. INITIAL HERE DH

I have read and understand the attached OPUD Special Events Policy INITIAL HERE DH

FOR OFFICIAL USE ONLY: Application/Permit Fee \$ _____		Amount Refundable \$ _____		<input type="checkbox"/> Cash	<input type="checkbox"/> Check # _____
Insurance:	<input type="checkbox"/> Yes <input type="checkbox"/> No	Food Sale/Use	Alcohol Sale/Use	Law Enforcement Notified _____	
Permits/Written Approvals: _____		ABC License: _____		Licensed Security: _____	
Approved:	<input type="checkbox"/> Disapproved: <input type="checkbox"/>	Remarks: _____		Cleaning Deposit \$ _____	
Processed by: _____			Date: _____		

07.04

8.76.030. - Hours.

It shall be unlawful for any person to enter or remain upon the premises of any park or recreation area within the jurisdiction or control of the County and/or OPUD within the period of:

- (1) No later than 30 minutes after sunset and;
- (2) No earlier than 30 minutes prior to sunrise, with the exception of authorized personnel acting as a caretaker, custodian, or County or OPUD employees engaged in their duties; or agents thereof. The County or OPUD, respectively, may authorize extended or reduced hours for an approved use within their respective parks under an operation and maintenance agreement or other agreement or permit as approved by the Board of Supervisors or OPUD.
- (3) Where permissible, daily limits and hours for overnight camping shall be set by resolution of the Board of Supervisors.
- (4) As defined by Yuba County Ordinance Code 8.79 for Hammon Grove Park and Sycamore Ranch.

(Ord. No. 1498)