

OLIVEHURST PUBLIC UTILITY DISTRICT Parks and Recreation Committee Report

Date/Time: Thursday, September 5th, 2019 at 4:00 p.m.

Directors: Carpenter and White

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. Discuss the steps to initiate designing the OPUD Community Park. (Strategic Plan 2018-2023, 3.4)

General Manager reported that a phasing study was done by Consultant, and that Consultant could be asked to assist with preparation of a bid packet for design work. Directors asked about the timeline for the completion of design, and contingencies based on the receipt of grant funding and condition.

Forwarded item(s): Discuss the steps to initiate designing the OPUD Community Park. (Strategic Plan 2018-2023, 3.4)

Staff Direction: None

Staff Report Requested: General Manager

2. Discuss the creation of a donation budgetary line item to address fundraising requests to the District.

General Manager, Directors, and Staff discussed potential appropriate funding sources for various donation requests, and concerns over gifts of public funds. Committee also discussed the success of the Yuba Water Agency's grant program as a potential guideline for identifying applicable requests.

Forwarded item(s): Discuss the creation of a donation budgetary line item to address fundraising requests to the District.

Staff Direction: None

Staff Report Requested: General Manager

3. Discuss the need to hire a full time parks employee, as well as necessary steps.

Parks Maintenance Coordinator expressed need for a full time parks employee to meet operational needs that are not currently covered by Contractor. Committee discussed necessary steps to recreate the previously closed position, meet and confer with the union regarding the position, and then hire for the position.

Forwarded item(s): Discuss the need to hire a full time parks employee, as well as necessary steps.

Staff Direction: None

Staff Report Requested: Human Resources Coordinator

4. Discuss the potential creation of a Lifeguard program.

General Manager informed Directors of the District current process for recruiting lifeguards each year, and discussed potential avenues for improving the recruitment process. Committee requested that more information be provided regarding the intent of the item.

Forwarded item(s): Discuss the potential creation of a Lifeguard program

Staff Direction: None

Staff Report Requested: General Manager

5. [Review Youth Building rents and operational costs.](#)

Financial Manager advised Directors that the current amount charged to organizations utilizing the Youth Center Building needs to be reevaluated, due to revised organization needs for the space and the rent being collected needing to cover utilities, depreciation, and maintenance.

Forwarded item(s): Review Youth Building rents and operational costs.

Staff Direction: None

Staff Report Requested: Financial Manager

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

No requests were received.

Forwarded item(s): None

Staff Direction: None

Staff Report Requested: None

7. 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 \(pages page 5-10\)](#)

2. [Review Preliminary Year-End Actual to Budget June 30, 2018-19](#)

d. Staffing – No items were reported.

e. Materials – No items were reported.

Forwarded item(s): None

Staff Direction: None

Staff Report Requested: None