

# Olivehurst Public Utility District



## Agenda Item Report

**Meeting Date: March 16, 2023**

### Item description/summary:

**Consider approving the special event request made by Metanoia Community Church for an event at Olivehurst Community Park.**

Metanoia Community Church would like to have a Music Concert/Youth Rally at Olivehurst Community Park on Saturday, September 15-16, 2023, from 7:00 a.m. to 12:00 p.m. They would need the park to set up the day prior to the event and then would need to tear down the night of the event and maybe the next day. They will have approximately 1025 participants at the event and 1000 spectators with 25 staff. A deposit has not been taken, Insurance has not been received by the applicant or any of the vendors. An event of this magnitude has not been requested nor approved by the Board before.

### Fiscal Analysis:

### Employee Feedback

### Sample Motion:

Move to approve the special event request made by Metanoia Community Church for an event at Olivehurst Community Park.

Prepared by:

Bri Anne Ritchie, Board Clerk



**OLIVEHURST PUBLIC UTILITY DISTRICT**

Business Office  
1970 9<sup>TH</sup> 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: Metanoia Community Church Olivehurst Contact Person(s): Gina M. Diehl

Contact Phone #(s): 916-583-1176 Email: gina@olivehurst.church

Event Location (name of park/facility) Olivehurst Community Park

Name/Type of Event: TBA/ Music concert youth Rally Date(s) of Event 09/15/2023 - 09/16/2023

Hours of event: 7am am /pm - 12 midnight am/pm (Include set up and clean up time)

Estimate: Number of Participants: 1025 Spectators: 1000 Staff: 25

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

If yes, provide a detailed plan for all electronics including music, public address systems, etc.: Family friendly live music

**We will contract with professional sound and lighting company that is bonded and insured who will provide the staging, lighting, and sound system, along with a team to run this system, set up and tear down**

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

If yes, provide number of vendors 20 and vendor type(s): 4 food trucks, the rest Non Profit organizations & or Local Businesses that are youth centric. Ambassador Skate, for an example.

(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 X 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 X

Will dumpsters be required: Yes X No \_\_\_\_\_ Will portable toilets be required: Yes X 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 [Signature].*

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 [Signature].

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 [Signature].

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 [Signature].

I have read and understand the attached OPUD Special Events Policy INITIAL HERE [Signature].

Signature of Individual/Representative \_\_\_\_\_



**FOR OFFICIAL USE ONLY:** Application/Permit Fee \$ \_\_\_\_\_ Amount Refundable \$ \_\_\_\_\_  Cash  Check # \_\_\_\_\_

Insurance:  Yes  No Food Sale/Use \_\_\_\_\_ Alcohol Sale/Use \_\_\_\_\_ Law Enforcement Notified \_\_\_\_\_

Permits/Written Approvals: \_\_\_\_\_ ABC License: \_\_\_\_\_ Licensed Security: \_\_\_\_\_

Approved:  Disapproved:  Remarks: \_\_\_\_\_ Cleaning Deposit \$ \_\_\_\_\_

Processed by: \_\_\_\_\_ Date: \_\_\_\_\_

-  Opstical Bounce Houses X4
-  10X10 Vendors



## **LETS GO! Youth Rally 2023**

### **Stage Tech :**

**Area Coordinator: Jimmy Bagshaw** (Sound)

Gene (Right choice Audio)

Jon Trujillo (Media-set up only)

### **Main Stage Hospitality**

**Area Coordinator Tony & Trish Vanover**

Plus 4 teammates

### **Main Stage Artists**

**Area Coordinator Pastor Brian Diehl**

DJ KOOL KUTS

Shane Grammer

Ean & Sarah Duty

Zachary Scars

Q Heem The Redeemed

Mission\*\*\*\*

We The Remnant

### **Kids Zone**

**Area Coordinator: Chris & Danyelle Copenhaver**

(relieves team members for breaks )

Obstacle Courses x4

Water Bounce Houses / Dry bounce houses

CEF

Nerf War

Zip line

Playzeum

First 5

First Aid

### **Welcome Booth X2**

**Area Coordinators: Roy & Angelina Copenhaver**

Mitch & Christie??

### **Prayer Zone**

**John Gaiser Area Coordinator**

Gideons Bibles & Tracks

Prayer Partners: Clint & Ashlynn

### **Marketplace**

**Area Coordinator: Jon & Erin Trujillo**

CEF Booth

CYIA BOOTH

Yuba Sutter Task Force

A Woman's Friend  
SAYLove  
The Yuba County Hope Program (homeless youth)  
Mustardseed Mercantile

**MAIN FIELD**

**Area Coordinator: Pastor Aaron CC Natomas**

Ambassador Skate  
Shane Grammer "graffiti wars"  
LHS Marching Band  
LHS Cheer Squad  
Yuba Garden Jr High?  
First Aid

**Food Court**

Wanderlust Food Studios  
Kona ICE  
Izzy Tacos  
Steele House Coffee

Prospect: Two Tall Sweet Treats (PL)