

OLIVEHURST PUBLIC UTILITY DISTRICT Parks and Recreation Committee

Date/Time: Tuesday, February 2nd, 2020 at 4:00 p.m.

Directors: Burbank and Nelson

Location: Virtual Meeting



CORONAVIRUS (COVID-19) ADVISORY NOTICE

PUBLIC ADVISORY: THE OPUD BOARD ROOM WILL NOT BE OPEN TO THE PUBLIC

To ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, the Board chambers will not be open for the meeting. To maintain transparency and public access, Board members and the public will be participating virtually or telephonically and will not be physically present in the Board Room.

If you would like to speak on an agenda item, you can access the meeting remotely:

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 Virtual Board 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 acting 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 – Park Maintenance Coordinator presented report.
 - i) Staffing – No items were reported.
 - ii) Materials – No items were reported.
 - iii) Vandalism and Costs – No items were reported.
 - b) Budgetary items
 - i) Monthly Review of Revenue and Expenditures – Parks and Pool (pages page 5-10, 18)
 - ii) Review 2019-2020 Audit
 - (1) Forwarded item(s): Review of Revenue and Expenditures along with the 2019-2020 Audit.
 - (a) Staff Direction: None.

(b) Staff Report Requested: None.

2) Discuss Future Audit Engagement.

Karin Helvey, Finance Manager, discussed the need to extend our contract with the current auditing company or the need to look for another auditing company as our current contract is expiring.

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

3) Discuss increasing taxes on parcels annexed into OPUD CFD 2005-2, Parks Maintenance CFD. (OPUD Strategic Plan 3.2 & 3.3)

John Tillotson, General Manager, provided a verbal report stating that roughly 1700 parcels are currently annexed into OPUD CFD 2005-2. The maximum amount of funds that can be collected from each parcel per year is \$279. Currently, some parcels in Plumas Lake are paying \$0 and others are paying \$25 per year. Wheeler Ranch properties are paying \$75 per year as that area is considered to be over parked. After consulting with Russ Powell with EPA it is determined that the parcels that are currently paying the CFD 2005-2 taxes on their property tax should be raised by \$10 per year and those not currently paying the CFD 2005-2 tax will need to move to \$35 per year. The final figures would need to be sent to the county before August to make it onto the next property tax bill. Also, those who are and will be paying into the CFD 2005-2 tax will need to be notified of the changes that will take place.

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

4) Discuss Plumas Lake Community Park Lease Agreement with Danna Farms, Inc.

John Tillotson, General Manager, stated that he is working with Danna Farms to come up with a contract to bring to the Board. Currently, there is no update and should have something more for next month's committee meeting.

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

5) [Discuss installation of irrigation type wells in some of our parks.](#)

John Tillotson, General Manager, discussed the idea of activating Well #9, which is located in the Corp Yard, to help with irrigation costs. Work would need to be done to get the well operational and pipes would need to be ran from the well to the Olivehurst area parks. The piping could be done in house, however, a pump would need to be purchased and installed by an outside company. The costs for the pump and installation would cost roughly \$25,000.00. More information would need to be gathered and brought back to the committee for further evaluation. As this item is not immediately needed, it will take some time to gather information.

- a) Forwarded item(s): None at this time.
 - i) Staff Direction: Gather more information and bring back to committee.
 - ii) Staff Report Requested: None.

6) [Special Events Requests and Parks and Facilities Use Agreement inquiries.](#)
[Blood Drive Event on April 23rd](#)

Bri Anne Ritchie, Board Clerk/Executive Assistant, reported on the Special Even Application received from the Plumas Lake Ward of Church of Jesus Christ of Latter Day Saints for a Blood Drive to be held on April 23, 2021 at Eufay Woods North Parking Lot. Directors Burbank and Nelson decided to approve the application for the Blood Drive.

- a) Forwarded item(s): None.
 - i) Staff Direction: Obtain the refundable deposit and proof of insurance from the applicant.
 - 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 contact the Clerk of the Board at (530) 743-0317.