

Olivehurst Public Utility District



Agenda Item Staff Report

Meeting Date: December 19, 2019

Item description/summary:

Examine and consider modifications to the current Committee scheduling process. Currently, the District has three standing committees: Water & Wastewater, Parks, and Fire. The method for scheduling these meetings has been for the individual Directors sitting on those committees to set the date and time of those meetings, and for Staff to distribute that information on the District website and to individuals who inquire. In the past, however, committees were scheduled for a specific day of the month, and Directors and members of the public would have the ability to look ahead to make arrangements to attend those meetings. Directors were asked to consider which option would work best for themselves, as well as the needs of the District. Directors advised Staff to prepare a 2020 calendar with proposed dates and times for the committee meetings.

Fiscal Analysis:

None

Employee Feedback

None

Sample Motion:

Consider adopting the 2020 Committee Schedule as proposed by Staff and authorize Staff to publish the calendar on the OPUD website.

Prepared by:

Elizabeth Mallen, District Clerk/Executive Assistant

JANUARY 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	1	2 Parks – 4:00 p.m. Fire – 5:00 p.m. W/WW – 6:00 p.m.	3	4
5	6	7	8	9	10	11
12	13	14	15	16 Board Meeting	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1

FEBRUARY 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	31	1
2	3	4 Parks – 4:00 p.m. Fire – 5:00 p.m.	5 W/WW – 5:45 p.m.	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20 Board Meeting	21	22
23	24	25	26	27	28	29

MARCH 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3 Parks – 4:00 p.m. Fire – 5:00 p.m.	4 W/WW – 5:45 p.m.	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19 Board Meeting	20	21
22	23	24	25	26	27	28
29	30	31 Parks – 4:00 p.m. Fire – 5:00 p.m.	1 W/WW – 5:45 p.m.	2	3	4

APRIL 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31 Parks – 4:00 p.m. Fire – 5:00 p.m.	1 W/WW – 5:45 p.m.	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16 Board Meeting	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2

MAY 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	1	2
3	4	5 Parks – 4:00 p.m. Fire – 5:00 p.m.	6 W/WW – 5:45 p.m.	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21 Board Meeting	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

JUNE 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31	1	2 Parks – 4:00 p.m. Fire – 5:00 p.m.	3 W/WW – 5:45 p.m.	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18 Board Meeting	19	20
21	22	23	24	25	26	27
28	29	30 Parks – 4:00 p.m. Fire – 5:00 p.m.	1 W/WW – 5:45 p.m.	2	3	4

JULY 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30 Parks – 4:00 p.m. Fire – 5:00 p.m.	1 W/WW – 5:45 p.m.	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16 Board Meeting	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1

AUGUST 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	31	1
2	3	4 Parks – 4:00 p.m. Fire – 5:00 p.m.	5 W/WW – 5:45 p.m.	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20 Board Meeting	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

SEPTEMBER 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	31	1 Parks – 4:00 p.m. Fire – 5:00 p.m.	2 W/WW – 5:45 p.m.	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17 Board Meeting	18	19
20	21	22	23	24	25	26
27	28	29 Parks – 4:00 p.m. Fire – 5:00 p.m.	30 W/WW – 5:45 p.m.	1	2	3

OCTOBER 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29 Parks – 4:00 p.m. Fire – 5:00 p.m.	30 W/WW – 5:45 p.m.	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15 Board Meeting	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

NOVEMBER 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3 Parks – 4:00 p.m. Fire – 5:00 p.m.	4 W/WW – 5:45 p.m.	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19 Board Meeting	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5

DECEMBER 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	1 Parks – 4:00 p.m. Fire – 5:00 p.m.	2 W/WW – 5:45 p.m.	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17 Board Meeting	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2