

# OLIVEHURST PUBLIC UTILITY DISTRICT Parks and Recreation Committee

Date/Time: Tuesday, June 29<sup>th</sup>, 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](http://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 – The 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) Consider Budget Amendment 2 (page 21)
      - (1) Forwarded item(s): Review of Revenue and Expenditures and Budget Amendment 2.
        - (a) Staff Direction: None

(b) Staff Report Requested: None

2) [Review 27<sup>th</sup> Pay Period Adjustment.](#)

Karin Helvey, Finance Manager, discussed the reason for having the 27<sup>th</sup> pay period adjustment. She also talked about how difficult it is to process payroll and accrual time for salaried managers. Managers are shorted income every month for 11 years and during the 12<sup>th</sup> year, they get paid an extra payroll. She requested to have this removed.

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

3) Discuss OPUD Pool repairs.

John Tillotson, General Manager stated that two companies that are direct competitors have reached out to OPUD and will be submitting their bids to repair the pool. The bid process closes on July 7, 2021.

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

4) Receive an update on the Prop 68 Park Grants.

Christopher Oliver, Public Works Engineer, provided an update stating that he had a meeting with the project officer for the Grant and asked if there are any grant monies left over from a project, if awarded, can they be used on other items in the park if they were not listed on the original grant application to which he was told yes. The determination of grant awards will be provided late summer/early fall.

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

5) Discuss updating the OPUD Parks Master Plan.

John Tillotson, General Manager, stated that he received a quote from our consultant on how much it would be to update the Parks Master Plan.

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

6) Discuss adding pickleball courts to existing or future parks in the District.

Christopher Oliver, Public Works Engineer, stated that if there is money left over for the Prop 68 Park Grants we could use it to add pickleball courts. He also stated that if there are any funds left over from the Per Capita Grant, we could use those funds also.

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

7) [Discuss accepting land from Yuba County for the Plumas Lake Community Park.](#)

John Tillotson, General Manager, stated that Yuba County wants to gift OPUD the small strip of frontage property that is on River Oaks Blvd that would be directly in front of the Plumas Lake Community Park. He

stated that the County is requesting that OPUD make the improvements to the frontage property at their own expense. He stated that he would like to ask the County if they would split the costs 50/50.

- a) Forwarded item(s): Bring to Board for further discussion.
  - i) Staff Direction: Add this to the OPUD Liaison Committee Meeting Agenda for July 9, 2021.
  - ii) Staff Report Requested: Staff Report to be completed for Board Meeting.

8) Discuss Annexation 9 into CFD 2005-2.

John Tillotson, General Manager stated that this annexation will be adding an additional subdivision into CFD 2005-2 for Park Maintenance.

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

9) Discuss Voting Rights Act Ward Based OPUD Board Elections.

John Tillotson, General Manager stated that he received a proposal to update the boundary maps according to the 2020 census and we are awaiting a contract. He said that once it is complete, the changes to the Board seats for current voting standards to ward based voting standards will become effective for the 2022 election.

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

10) Discuss the new Juneteenth Federal Holiday.

John Tillotson, General Manager, stated that President Biden added Juneteenth as a Federal Holiday and in order for OPUD to recognize the holiday as a paid holiday off, it would take a Resolution approved by the Board. He stated that, currently, there are other federal holidays that OPUD does not currently recognize as paid holidays off.

- a) Forwarded item(s): Bring to Board for further discussion.
  - i) Staff Direction: Add which federal holidays are currently observed by OPUD to the staff report.
  - ii) Staff Report Requested: Staff Report to be completed for Board Meeting.

11) Special Events Requests and Parks and Facilities Use Agreement inquiries.

a) [Praise Chapel Plumas Lake](#)

Bri Anne Ritchie, Board Clerk, discussed the Special Events Application received from Praise Chapel Plumas Lake for a church picnic at Eufay Sr. Memorial Park on Sunday, July 11, 2021.

- i) Forwarded item(s): None
  - (1) Staff Direction: None
  - (2) Staff Report Requested: None

b) [Plumas Lake Block Party Beer Garden](#)

Bri Anne Ritchie, Board Clerk, discussed the Special Events Application received from Cobblestone Crocs PTO for the Plumas Lake Block Party Beer Garden at Eufay Sr. Memorial Park on Saturday, August 28, 2021.

- i) Forwarded Item(s): Bring to Board for further discussion.
  - (1) Staff Direction: None

(2) Staff Report Requested: Staff Report to be completed for Board Meeting.

12) [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.*