

# OLIVEHURST PUBLIC UTILITY DISTRICT Parks and Recreation Committee

Date/Time: Thursday, December 5<sup>th</sup>, 2024, at 5:00 p.m.  
Directors: Burbank and Perrault  
Location: Hybrid Meeting Via Zoom and In-Person in the Board Room  
Located at 1970 9<sup>th</sup> Avenue, Olivehurst, CA 95961



OPUD Committee meetings will be conducted at its regular in-person meeting location in the Board Chambers, 1970 9<sup>th</sup> Avenue, Olivehurst, for the public to attend. Attendance will be limited to 50 percent of room capacity (no more than 20 persons), and it is strongly recommended that all in-person attendees wear face coverings and social distance as recommended by public health authorities.

All attendees are encouraged to be fully vaccinated.

Meetings will also continue to be streamed live and members of the public may participate remotely as described below.

Accordingly, on the day of the meeting you will have the option to:

- Attend via Zoom, using the procedure outlined below.
- Participate in person, as noted above.

If you anticipate wanting to speak during the meeting, please join in advance of public comment time. To submit public comment during the meeting, please join us in person or on Zoom.

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 Hybrid Committee 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 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 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](#) – Parks Department Manager gave report.
    - i) Staffing – No items were reported.
    - ii) Materials – No items were reported.
    - iii) Vandalism and Costs – No items were reported.
  - b) VCIO Report  
  
No report was provided.
  - c) Budgetary items
    - i) [Monthly Review of Revenue and Expenditures – Parks and Pool FY 2023 2024-25 \(pages 6-11, 19\) \(Strategic Plan 5.1\)](#).
      - (1) Forwarded item(s): Review of Revenue and Expenditures FY 2024-25
        - (a) Staff Direction: None
        - (b) Staff Report Requested: None
- 2) Discuss water capacity fees for water capacity fees for Community Park Splash Pad in the amount of \$26,700 payable by General Fund Olivehurst Park Department to Water Department.  
  
John Tillotson, General Manager, stated that negotiations are still ongoing.
  - a) Forwarded item(s): None
    - i) Staff Direction: Bring back to committee in March.
    - ii) Staff Report Requested: None
- 3) Discuss parks master plan update.  
  
John Tillotson, General Manager, stated that discussions and comments are ongoing with the architect.
  - a) Forwarded item(s): None
    - i) Staff Direction: None
    - ii) Staff Report Requested: None
- 4) Discuss Youth Center Building electrical and AC units.  
  
It was discussed that quotes have been received.
  - a) Forwarded item(s): Bring to Board in January for further discussion.
    - i) Staff Direction: Locate a funding source for improvements.
    - ii) Staff Report Requested: Staff Report to be completed for Board meeting.
- 5) Discuss Plumas Lake Community Park land and Danna Farms Lease Agreement.  
  
It was discussed that Danna Farms cancelled their lease agreement for the Plumas Lake Community Park land.
  - a) Forwarded item(s): None
    - i) Staff Direction: John Tillotson, General Manager, to follow-up.
    - ii) Staff Report Requested: None
- 6) [Discuss Yuba County Community Health Improvement Plan \(CHIP\)](#).

Bri Anne Ritchie, Board Clerk, discussed the County's CHIP plan and asked if the Directors would like to be involved.

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

7) [Discuss Plumas Lake Adult Softball League not-for-profit status.](#)

It was discussed that the league still does not have their not-for-profit status even after a year of working on it.

- 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.

8) Discuss bringing programs to the Youth Center Building.

The current rates charged for the use of the Youth Center Building was discussed.

- a) Forwarded item(s): Bring to the Board for further discussion.
  - i) Staff Direction: Do an analysis of all utility costs associated with operating the Youth Center Building.
  - ii) Staff Report Requested: Staff Report to be completed for Board meeting.

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

a) [Facility Use Agreement – Yuba Sutter Cheer](#)

- i) Forwarded item(s): None
  - (1) Staff Direction: Approved – Charge a minimal usage fee
  - (2) Staff Report Requested: None

b) [Parking Lot Use Agreement – Just Books and Things](#)

- i) Forwarded item(s): Bring to the Board for further discussion.
  - (1) Staff Direction: Come up with possible costs.
  - (2) Staff Report Requested: Staff Report to be completed for Board meeting.

10) Discuss committee meeting days.

Bri Anne Ritchie, Board Clerk, discussed January committee meeting cancellation and the possibility of changing meeting days for 2025.

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

11) Discuss Ethics Training.

Bri Anne Ritchie, Board Clerk, stated that the Directors need to complete Ethics Training before the end of 2024.

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

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 Clerk of the Board at (530) 743-0317.*