

# HEBER PUBLIC UTILITY DISTRICT

## REPORT TO BOARD OF DIRECTORS

**MEETING DATE:** March 17, 2016

**FROM:** Laura Fischer, General Manager

**SUBJECT:** Authorize a Budget Modification to Include Expenses for 85<sup>th</sup> Anniversary Celebration

**ISSUE:**

Shall the Board of Directors authorize a budget modification to include \$5,000 of expenses associated with the 85<sup>th</sup> Anniversary celebration?

**GENERAL MANAGER'S RECOMMENDATION:**

It is recommended that the Board of Directors approve the budget modification as presented

**FISCAL IMPACT:**

Not to exceed \$5,000. This will be split between water, wastewater and parks.

**DISCUSSION:**

At the last Board meeting, a sub-committee was established to work on a plan for the celebration of the HPUD 85<sup>th</sup> anniversary. The sub-committee met and several activities and ways to celebrate were discussed. The one expense for FY 2015-16 that is necessary is to hire a part-time temporary employee to work exclusively on the celebration.

The estimated cost to develop and plan the celebration and to hire a part-time temporary employee is \$5,000 for FY 2015-16. After a plan for the events has been firmly established, a budget will be prepared and included in the FY 2016-17 budget.

Items discussed at the Sub-Committee meeting include:

- 1) Temporary part-time employee to develop, plan and implement the celebration
- 2) Branding HPUD with logo that has says 85 years to be used on letterhead, newsletter, stickers and website etc.
  - a. Order a Plaque that can be placed in HPUD Board room where HPUD presentations are made.
- 3) Formal Dinner with dignitaries and speeches about HPUD and the services we provide
  - a. Use this opportunity to promote HPUD and economic development in area
  - b. Attract people to our community as Heber is a great place to live, work and play.
- 4) Plant seeds for the Future – Plant trees that are drought tolerant in parks and other public areas.
- 5) Have a parade that ends at one of our parks and have a festival at the park
  - a. Date to hold activities was discussed

- b. Parade route was discussed
- c. Festival was discussed
- d. Sponsors for events
- e. Are there any current residents that were living here in 1931?

The next meeting of the 85<sup>th</sup> Anniversary Celebration team has not been set.

**CONCLUSION:**

In order to have a meaningful celebration of the HPUD 85<sup>th</sup> Anniversary, additional staff must be hired for this specific purpose. Therefore, it is recommended that a budget modification in the amount not to exceed \$5,000 be made for FY 2015-16.

**ALTERNATIVES:**

- 1) Do not authorize the budget modification.
- 2) Provide alternate direction to staff and the sub-committee members.

Respectfully Submitted,

Laura Fischer,  
General Manager