

**REGULAR BOARD MEETING
MINUTES**

AUGUST 12, 2009

3:30 PM

The public portion of the meeting is recorded.

1. CALL MEETING TO ORDER

The meeting was called to order at 3:30 p.m.

2. ROLL CALL

Director Dorfman, Director Gill, Vice Chairman Thompson, and Chairperson Hill were all present.

Director Kremen was absent.

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT

Anyone wishing to speak on items on this agenda may do so at the time the item is called and the Chairperson opens discussion to the public. When you wish to speak, you must wait to be recognized by the Chairperson and, prior to addressing the issue, give your name and address for the record. **You may be limited to five (5) minutes.**

5. RECOGNITION AND AWARDS

A. RECOGNITION OF PAT ALLEY MEMORIAL DOG PARK VOLUNTEERS.

The Board Chair will present a Certificate of Appreciation to the following volunteers for their help with the Pat Alley Memorial Dog Park:

Stacy Garcia, Margaret Garcia, Audra Garcia, Elana Needles, Nelson Wheeler, Kay Kenfield, Lynn Smithson, Oroville Foothill 4-H, Al Stiefel, Peach York, Carole Smith, Diana Bradley, and Tracy Johnson.

Chairperson Hill presented certificates to the above named volunteers in recognition of their efforts towards the dog park.

B. RECOGNITION OF BOB SHARKEY

The Board will recognize Bob Sharkey for his 16 years of service to the District and present him with a Proclamation of Appreciation.

Chairperson Hill announced that there will be a retirement party for Bob Sharkey on at 10:30 on August 27th at Riverbend Park, with a no-host lunch to follow at The River restaurant. Chairperson Hill read aloud the *Proclamation of Appreciation.*

6. CONSENT AGENDA

A. FINANCE MANAGER'S REPORT

B. RATIFICATION OF WARRANTS

Board action requested: Approve Ratification of Warrants

C. ACCOUNTS PAYABLE

Board action requested: Approve Accounts Payable

D. DONATION FROM HOME DEPOT FOR THE PAT ALLEY MEMORIAL DOG PARK

The Board will consider accepting a donation of \$2,000.00 from Home Depot for the Pat Alley Memorial Dog Park.

Board action requested: Accept donation from Home Depot

E. PURCHASES FOR THE PAT ALLEY MEMORIAL DOG PARK

The Board will consider approving the lowest-quote purchase of concrete for the fence posts and signs for the Pat Alley Memorial Dog Park, not to exceed \$4,000.00.

Board action requested: Approve lowest-quote purchase of concrete and signs for the Pat Alley Memorial Dog Park, not to exceed \$4,000.00

BOARD ACTION REQUESTED: APPROVE CONSENT AGENDA

Vice Chairman Thompson made a motion to approve the consent agenda; it was seconded by Director Dorfman, and passed with the following vote:

Ayes: Dorfman, Gill, Thompson, Hill

Noes:

Abstain:

Absent: Kremen

7. ITEMS PULLED FROM CONSENT AGENDA

There were no items pulled from the Consent Agenda.

8. REGULAR AGENDA

A. LAND IMAGE UPDATE ON DISTRICT PROJECTS

Shawn Rohrbacker, Land Image, will give a brief update on various District projects.

Board action requested: Information/Discussion

Shawn Rohrbacker reported on the following District projects:

Project 1135. Bond money finally became available with the State and Prop 50 funds can be reimbursed after the final inspection.

Project 1381. The fence permit for the Bedrock Skate & Bike Park is stalled at the City. Plans were submitted on March 11 and the item was scheduled to be on the July Planning Commission meeting but was pushed to a later date. The permit is complete for the snack bar at the Nolan Complex.

Project 1432. The North Park Improvements Project has gone out to bid, and a pre-bid meeting was held at Riverbend Park earlier that day. Bids are due on August 20th. Once the bid is awarded the contract will need to be

approved so the contractor can begin work as soon as possible. Director Gill asked about additional power at the new pavilion to accommodate for events such as concerts.

Greg Melton of Land Image gave an update on the following District project:

Project 1328. Mr. Melton handed out a conceptual plan for the proposed administration building at Riverbend Park. He discussed several options for acquiring the building, such as a lease purchase.

B. SITE FURNITURE FOR RIVERBEND NORTH PARK PROJECT

The Board will consider approving the purchase of site furniture for the Prop 50 Riverbend North Park Project.

Board action requested: Approve purchase of site furniture for the Riverbend North Park Project.

Director Gill made a motion to approve the purchase of site furniture for the Riverbend North Park Project; it was seconded by Vice Chairman Thompson, and passed with the following vote:

Ayes: Dorfman, Gill, Thompson, Hill

Noes:

Abstain:

Absent: Kremen

C. WAL-MART COMMUNITY GRANT APPLICATION

The Board will consider approving an application for the Wal-Mart Community Grant program for funds to construct the concrete area at the Pat Alley Memorial Dog Park.

Board action requested: Approve application for Wal-Mart Community Grant.

Vice Chairman Thompson made a motion to approve the purchase of site furniture for the Riverbend North Park Project; it was seconded by Director Dorfman, and passed with the following vote:

Ayes: Dorfman, Gill, Thompson, Hill

Noes:

Abstain:

Absent: Kremen

D. INSTALLATION OF SECURITY AND SAFETY LIGHTING

The Board will consider approving the installation of security and safety lighting at two of the District's facilities.

Board action requested: 1. Approve installation of security lighting at Martin Luther King Jr. Park amphitheater.
2. Approve installation of security lighting at the Wildlife Ponds, not to exceed \$1,500.

Sheryl Manies explained that the estimate for security lighting at the Wildlife Ponds was listed as "not to exceed" because staff were still working on gathering two more quotes.

Vice Chairman Thompson made a motion to approve the installation of security lighting at both Martin Luther King, Jr. Park and the Wildlife Ponds

not to exceed \$2,000.00; it was seconded by Director Gill, and passed with the following vote:

Ayes: Dorfman, Gill, Thompson, Hill

Noes:

Abstain:

Absent: Kremen

E. APPRAISAL OF MAIDU MEADOWS PROPERTY IN BERRY CREEK

The Board will consider authorizing an appraisal of the Maidu Meadows property in Berry Creek based on estimates from three different appraisers.

Board action requested: Authorize appraisal of Maidu Meadows property in Berry Creek.

Roger Cutler, Berry Creek Community Association, requested that the Board put a short but reasonable timeframe on completion of the appraisals because the church is already receiving offers. However, they have agreed to wait until the District has appraisals done. He also offered to meet the appraiser at the property to show them around.

Vice Chairman Thompson made a motion to authorize the appraisal of Maidu Meadows property in Berry Creek based on the lowest estimate, proximity to the property, and ability to complete the estimate within 10 days; it was seconded by Director Gill, and passed with the following vote:

Ayes: Dorfman, Gill, Thompson, Hill

Noes:

Abstain:

Absent: Kremen

F. OROVILLE NOON ROTARY REQUEST FOR FUNDING FOR THE RIVERBEND NORTH PARK CONCESSION BUILDING, NOT TO EXCEED \$17,100

The Board will consider approving a request for funding from the Oroville Noon Rotary club to help complete the concession building at the north end of Riverbend Park.

Board action requested: Approve funding for Riverbend Park concession building, not to exceed \$17,100 and to be paid to the Oroville Noon Rotary as reimbursement based on the District's availability of funds.

Chairperson Hill and Vice Chairman Thompson met with the Oroville Noon Rotary regarding their project to build a concession stand. Because they had completed items outside the original scope of work, they have asked the District to share in the remaining construction costs.

Vice Chairman Thompson made a motion to approve funding for the concession building at Riverbend Park, not to exceed \$17,100 and to be reimbursed as the funds are available; it was seconded by Director Gill, and passed with the following vote:

Ayes: Dorfman, Gill, Thompson, Hill

Noes:

Abstain:

Absent: Kremen

G. RATES AND ADDITIONAL FEES FOR RENTAL OF DISTRICT FACILITIES

The Board will discuss current rental rates and additional costs identified by staff, and consider approving an updated schedule of fees.

- Board action requested:
1. Discuss rates and additional fees for facility rentals.
 2. Approve an updated schedule of fees for facility rentals.

This agenda item was referred to both the Finance and Parks & Rec. Committees for further review.

H. KRBS RADIO STATION FUNDRAISER AT RIVERBEND PARK

The Board will consider approving a request from KRBS radio station to rent Riverbend Park for a fund-raising event on September 5, 2009.

- Board action requested: Approve terms for the request from KRBS to hold a fundraiser at Riverbend Park.

The site plan/map submitted by KRBS to the District was inaccurate and representatives from KRBS were unable to attend the Board meeting.

Vice Chairman Thompson made a motion to reject the terms of the request from KRBS to hold a fundraiser at Riverbend Park; it was seconded by Director Gill, and passed with the following vote:

Ayes: Dorfman, Gill, Thompson, Hill

Noes:

Abstain:

Absent: Kremen

I. FRRPD CO-SPONSORSHIP OF EVENTS

- Board action requested: Discuss terms and conditions for co-sponsorship of events by the District.

This agenda item was referred to the Parks & Rec. Committees for further review.

J. MINUTES OF THE MARCH 11, 2009 REGULAR MEETING OF THE FEATHER RIVER RECREATION AND PARK DISTRICT BOARD OF DIRECTORS.

- Board action requested: Approve the minutes of the March 11, 2009 Regular Board meeting.

Vice Chairman Thompson stated that there was a four-member Board on March 11, 2009 – Jan Hill, Vene Thompson, Loren Gill, and Jennifer Kremen. Because Vice Chairman Thompson was absent for the meeting and Director Kremen is no longer a member of the District, Vice Chairman Thompson stated that the two Board members present at the meeting constitute a quorum and can vote to approve the minutes.

Director Gill made a motion to approve the minutes of the March 11, 2009; it was seconded by Chairperson Hill, and passed with the following vote:

Ayes: Gill, Hill
Noes:
Abstain: Dorfman, Thompson
Absent: Kremen

K. MINUTES OF THE JULY 8, 2009 REGULAR MEETING OF THE FEATHER RIVER RECREATION AND PARK DISTRICT BOARD OF DIRECTORS.

Board action requested: Approve the minutes of the July 8, 2009 Regular Board meeting.

The July 8, 2009 Regular Board meeting minutes will be carried over to the September 9, 2009 Regular Board meeting for approval.

L. MINUTES OF THE JULY 16, 2009 SPECIAL MEETING OF THE FEATHER RIVER RECREATION AND PARK DISTRICT BOARD OF DIRECTORS.

Board action requested: Approve the minutes of the July 16, 2009 Special Board meeting.

The July 16, 2009 Special Board meeting minutes will be carried over to the September 9, 2009 Regular Board meeting for approval.

M. APPOINTMENT OF TWO BOARD MEMBERS TO SERVE ON AN AD-HOC POLICIES & PROCEDURES COMMITTEE

The Board Chair will appoint two members of the Board to serve on an ad-hoc committee responsible for reviewing and updating the District's various policies and procedures.

Chairperson Hill appointed herself and Director Dorfman to an ad-hoc committee that will review and update the District's various policies and procedures.

9. COMMITTEE, DIRECTOR'S AND MANAGER'S REPORTS

- A. Finance/Capital Development** – Vice Chairman Thompson stated that the Finance Committee continues to meet on a regular basis. The District needs to look at ways to cut back and will possibly be reducing staff. He stated there will be a reduction in seasonal staff with the closing of the pools. He reported that last month's income from rentals was \$10,000. Chairperson Hill reported that expenses were also down last month.
- B. Personnel Committee** – Director Gill reported that 24 applications have been received for the General Manager position. Director Dorfman stated that the Committee will meet soon to determine who will be on the first interview committee.
- C. Parks & Rec. Committee** – Chairperson Hill stated that she has been sitting in for Director Kremen. She stated she and Director Gill have been meeting to review and discuss fees. Director Gill commented that the Board needs to establish a fee for rental of the turf area.
- D. Supplemental Benefit Fund Committee** – Director Gill stated the next quarterly meeting should be soon, but he has not heard anything as of yet.
- E. Benefit Assessment District Oversight Committee** – nothing to report.
- F. Director's Reports**
 - a. Director Dorfman reported that she received a call regarding the Sam's Club grant application for the dog park requesting the District's

501(c)3. She worked on the rummage sale for the dog park, and stated that there are quite a few items left.

- b. Director Gill reported that Greenline is no longer renting kayaks at Riverbend Park due to liability insurance. He stated that the Building Bridges of Friendship group will be doing work at the Wildlife Ponds and he would like to be involved with their effort. The Berry Creek concert in the park and Berry Festival were both very successful events.
- c. Director Kremen was not present.
- d. Vice Chairman Thompson reported that the Board received a letter of resignation from Jennifer Kremen that afternoon. He stated the Board will be seeking a replacement to fill the vacant seat. Vice Chairman Thompson requested that the Acting General Manager continue to try to contact Jane Dolan to set up a meeting to discuss changing the District's sphere of influence.
- e. Chairperson Hill reported that she attended a fundraiser at the Bangor Hall. She reported the Feather River Lapidary & Mineral Society has moved out of the building at the maintenance yard. Chairperson Hill stated she is also working on a volunteer/park steward process.

G. Acting General Manager's Report

AD HOC COMMITTEES

- A. Master Plan Committee** – Vice Chairman Thompson requested that this committee be dissolved.
- B. Outreach Liaison/Tourism Committee** – Chairperson Hill stated that this committee be dissolved.

10. STAFF REPORTS

- a. Shawn Brandt
- b. Deanna Simmons
- c. Laurie Searing
- d. Bridget Bowers
- e. Sophia Slack

11. CORRESPONDENCE & MISCELLANEOUS

- A. Notice Inviting Bids** for the Riverbend Park – North Park Improvements project
- B. Correspondence** with the Feather River Lapidary & Mineral Society re: contract for rental of the Municipal Auditorium:
 - July 15, 2009
 - August 5, 2009
 - August 7, 2009
- C. Engineer's approval** of plans for Nolan snack bar/restrooms
CSG Consultants – July 30, 2009
- D. Preliminary agenda** for WCB (meeting rescheduled for Sept. 8)

12. ITEMS FROM THE FLOOR

Persons wishing to speak on items not on the agenda may request to do so at this time or when the Chairperson opens the meeting for items from the floor. State law prohibits the Board from taking action on any item presented if it is not

listed on the agenda, except under special circumstances as defined in the Government Code. **You may be limited to five (5) minutes.**

13. BOARD ITEMS FOR NEXT AGENDA

1. Board meeting minutes

14. EMERGENCY SITUATIONS

Pursuant to Government Code 54954.2 and 54956.5 the Board may take action on items not listed on the agenda when emergency situations exist as defined by these codes.

15. CLOSED SESSION

The Board went into closed session at 5:33 p.m. and reconvened at 7:51 p.m.

A. Pursuant to Government Code 54956.8 – Property negotiations.

- 1875 Feather River Blvd., Oroville, CA 95965 (APN 035-240-099)

No action was taken; direction was given to staff.

B. Pursuant to Government Code 54957 – Personnel

The Board accepted Jennifer Kremen’s resignation; direction was given to staff to begin the process for selecting a new Board member.

16. ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 7:55 p.m.

The next regular Board meeting is scheduled for September 9, 2009. Regular Board meetings occur on the second Wednesday of every month at 3:30 PM, at the Feather River Recreation and Park District, 1200 Myers Street, Oroville, CA unless otherwise posted.

/s/
Jan Hill, Chairperson

Attest: _____
/s/
Sheryl Manies, Secretary