

**REGULAR BOARD MEETING  
MINUTES**

**OCTOBER 14, 2009**

**3:30 PM**

*The public portion of the meeting is recorded.*

**1. CALL MEETING TO ORDER**

The meeting was called to order at 3:35 p.m.

**2. ROLL CALL**

Director Dorfman, Director Gill, Director Soudan, and Chairperson Hill were present.

Vice Chairman Thompson 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 (none)**

**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. RESOLUTION 1068-09; A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING THE TRANSFER OF \$3,252.71 FROM THE IMPACT FEE FUND 2620 TO THE GENERAL FUND 2600.**

Board action requested: Adopt Resolution No. 1068-09

**BOARD ACTION REQUESTED: APPROVE CONSENT AGENDA**

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

Ayes: Dorfman, Gill, Soudan, Hill

Noes:

Abstain:

Absent: Thompson

**7. ITEMS PULLED FROM CONSENT AGENDA**

*No items were 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

Sheryl Manies, Acting General Manager, stated that Mr. Rohrbacker did not attend in the interest of saving the District money. Director Soudan asked what was going to be purchased with the \$3,200 remaining in the Prop50 grant fund. The purchase of additional wooden picnic tables or waste receptacles was discussed. Director Gill asked if the District would need to replace the plants that had died. Ms. Manies stated that any additional landscaping and planting would require approval from the Central Valley Flood Protection Board.

**B. FEATHER RIVER RECREATION AND PARK DISTRICT 2020 MASTER PLAN.**

*The Board will consider approving the District's 2020 Master Plan.*

Board action requested: Approve 2020 Master Plan

Director Gill made a motion to approve the 2020 Master Plan; it was seconded by Director Soudan for the purposes of discussion.

Director Soudan requested that approval of the Master Plan be held until the November Board meeting to give him sufficient time to read through it.

Director Gill withdrew his motion.

**C. RECORDS RETENTION POLICY.**

*The Board will consider adopting a policy regarding the retention of District records.*

Board action requested: Adopt Records Retention Policy

Director Dorfman made a motion to adopt the Records Retention Policy for the Feather River Recreation and Park District; it was seconded by Director Gill and passed with the following vote:

Ayes: Dorfman, Gill, Soudan, Hill

Noes:

Abstain:

Absent: Thompson

**D. POLICIES FOR USE OF DISTRICT FACILITIES FOR SPECIAL EVENTS.**

*The Board will consider approving policies that set the fees, process and guidelines for permitting special civic, cultural and fundraising events at District facilities.*

Board action requested: Approve Special Event Policies

Director Soudan made a motion to approve the Special Event Policies; it was seconded by Director Dorfman.

Chairperson Hill explained the need for a set of policies to guide the District in renting its facilities for special events. Director Dorfman requested that the language prohibiting fencing off of the turf area be removed.

Director Soudan amended his motion to include removal of the language that prohibits fencing off turf areas; it was seconded by Director Dorfman and passed with the following vote:

Ayes: Dorfman, Gill, Soudan, Hill

Noes:

Abstain:

Absent: Thompson

**E. KRBS FUNDRAISER EVENT-REQUEST FOR USE OF RIVERBEND PARK.**

*Representatives from KRBS radio station will present their request to use Riverbend Park for a fundraising event on November 22, 2009.*

Board action requested:                    Approve KRBS Fundraiser at Riverbend Park

Salud Almaguel, Station Manager of KRBS radio station, informed the Board that she had to cancel the event she was planning to have at Riverbend Park on November 22. She inquired about renting the Municipal Auditorium on December 13 for a similar event. Shawn Brandt confirmed that the auditorium is available and asked Ms. Almaguel to fill out the appropriate paperwork.

**F. OROVILLE RESCUE MISSION FUNDRAISER EVENT-REQUEST FOR USE OF RIVERBEND PARK.**

*Representatives from the Oroville Rescue Mission will present their request to use Riverbend Park for "Sleepless in Oroville," a fundraising event to benefit the homeless on May 21, 2010.*

Board action requested:                    Approve Oroville Rescue Mission Fundraiser at Riverbend Park

Stephanie Owens described the Oroville Rescue Mission 's proposal to hold a fundraising event to benefit the homeless. Steve Terry, Director of the Oroville Rescue Mission, requested the Board's approval to stay in the park overnight. The fees to rent Riverbend Park for the event were discussed and determined to be \$285 .

Director Soudan made a motion to approve, in concept, the Oroville Rescue Mission's application to hold an overnight fundraising event at Riverbend Park with the rental fees determined to be \$285; it was seconded by Director Gill, and passed with the following vote:

Ayes: Dorfman, Gill, Soudan, Hill

Noes:

Abstain:

Absent: Thompson

**G. "I WISH PROGRAM" EDUCATIONAL HEALTH FAIR-REQUEST FOR USE OF MUNICIPAL AUDITORIUM PARKING LOT.**

*Carol Kitchen will present her request to use the Municipal Auditorium parking lot for a Healthy Habits Health Fair on May 15, 2010.*

Board action requested:                    Approve "I Wish Program's" health fair at Municipal Auditorium parking lot

Carol Kitchen explained the events planned for the I Wish Program's health fair, which will include a play called "I Wish" and a health fair. She requested approval to use the parking lot along Montgomery Street for the fair. Sheryl Manies, FRRPD, explained that she thought Ms. Kitchen was requesting to use the parking lot directly adjacent to the Auditorium.

Ms. Kitchen was instructed to contact the City of Oroville regarding her request to use the parking lot at Montgomery Street and Myers.

**H. RESOLUTION 1067-09; A RESOLUTION APPROVING THE FORM OF AND AUTHORIZING THE EXECUTION AND DELIVERY OF A PURCHASE AND SALE AGREEMENT AND RELATED DOCUMENTS WITH RESPECT TO THE SALE OF THE SELLER'S PROPOSITION 1A RECEIVABLE FROM THE STATE; AND DIRECTING AND AUTHORIZING CERTAIN OTHER ACTIONS IN CONNECTION THEREWITH.**

Board action requested: Adopt Resolution 1067-09

Sheryl Manies, FRRPD, explained the Prop1A Securitization Program and how it can benefit the District.

Director Dorfman made a motion to adopt Resolution 1067-09; it was seconded by Director Gill, and passed with the following vote:

- Ayes: Dorfman, Gill, Soudan, Hill
- Noes:
- Abstain:
- Absent: Thompson

**I. STANDARDS FOR BENCHES AT RIVERBEND PARK.**

*The Board will consider adopting a standardized design, structure and specifications for benches placed at Riverbend Park.*

Board action requested: Adopt standards for benches at Riverbend Park

Charlene Bradshaw addressed the Board regarding her request to place a granite memorial bench at Riverbend Park in honor of her husband and son whom have both passed away. Ms. Bradshaw stated had been working with the previous general manager Bob Sharkey.

Director Dorfman apologized to Ms. Bradshaw for the delay in responding to her request. Director Dorfman commented that the varying styles and colors of benches at Riverbend Park is starting to make it look disorderly.

Director Gill made a motion to adopt as a standard for all new benches at Riverbend Park the design, style and specifications used for the benches at the roundabout and/or the benches recently purchased with Prop 50 funds; it was seconded by Director Dorfman, and passed with the following vote:

- Ayes: Dorfman, Gill, Soudan, Hill
- Noes:
- Abstain:
- Absent: Thompson

***At this time, the Chairperson opened the meeting for items from the floor.***

**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.**

***Jean Knox, 185 Forbestown Reservoir Road, Forbestown***

Ms. Knox addressed the Board regarding the Forbestown Advisory Council's request to have fees waived for certain events planned at the Charles Lynnds Hall. Ms. Knox submitted a letter and breakdown of costs incurred by the FAC for improvements to Forbestown Park (attached). She requested to be placed on the agenda for the next Board meeting.

***Lucille Naylor, 210 Old Forbestown, Forbestown***

Ms. Naylor addressed the Board regarding the Christmas party in Forbestown every year and how the new fees will negatively affect this program.

***Marilyn DeVore, P.O. Box 13, Forbestown***

Ms. DeVore addressed the Board regarding rental fees for the Community Center and Park in Forbestown. She stated that it is a shame that the District has increased the fees for the facilities in Forbestown when the FAC has historically contributed resources, both monetary and through volunteer hours, towards the development of and improvements to both the park and hall.

***The Chairperson returned to the regular agenda, Item 8K.***

*(cont'd)* **8. REGULAR AGENDA**

**J. MINUTES OF THE AUGUST 12, 2009 REGULAR MEETING OF THE FEATHER RIVER RECREATION AND PARK DISTRICT BOARD OF DIRECTORS.**

Board action requested: Approve the minutes of the August 12, 2009 Regular Board meeting

Director Gill made a motion to approve the minutes of the August 12, 2009 regular Board meeting; it was seconded by Director Dorfman, and passed with the following vote:

Ayes: Dorfman, Gill, Hill

Noes:

Abstain: Soudan

Absent: Thompson

**K. MINUTES OF THE SEPTEMBER 09, 2009 REGULAR MEETING OF THE FEATHER RIVER RECREATION AND PARK DISTRICT BOARD OF DIRECTORS.**

Board action requested: Approve the minutes of the September 09, 2009 Regular Board meeting

Director Dorfman made a motion to approve the minutes of the September 09, 2009 regular Board meeting; it was seconded by Director Gill, and passed with the following vote:

Ayes: Dorfman, Gill, Hill

Noes:

Abstain: Soudan

Absent: Thompson

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

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

Director Gill made a motion to approve the minutes of the September 16, 2009 Special Board meeting; it was seconded by Director Dorfman, and passed with the following vote:

Ayes: Dorfman, Gill, Hill

Noes:

Abstain: Soudan

Absent: Thompson

**M. MINUTES OF THE SEPTEMBER 21, 2009 SPECIAL MEETING OF THE FEATHER RIVER RECREATION AND PARK DISTRICT BOARD OF DIRECTORS.**

Board action requested: Approve the minutes of the September 21, 2009 Special Board meeting

Director Dorfman made a motion to approve the minutes of the September 21, 2009 Special Board meeting; it was seconded by Director Gill, and passed with the following vote:

Ayes: Dorfman, Gill, Hill

Noes:

Abstain: Soudan

Absent: Thompson

**N. MINUTES OF THE SEPTEMBER 24, 2009 SPECIAL MEETING OF THE FEATHER RIVER RECREATION AND PARK DISTRICT BOARD OF DIRECTORS.**

Board action requested: Approve the minutes of the September 24, 2009 Special Board meeting

Director Gill made a motion to approve the minutes of the September 24, 2009 Special Board meeting; it was seconded by Director Dorfman, and passed with the following vote:

Ayes: Dorfman, Gill, Hill

Noes:

Abstain: Soudan

Absent: Thompson

**O. MINUTES OF THE SEPTEMBER 30, 2009 SPECIAL MEETING OF THE FEATHER RIVER RECREATION AND PARK DISTRICT BOARD OF DIRECTORS.**

Board action requested: Approve the minutes of the September 30, 2009 Special Board meeting

Director Dorfman made a motion to approve the minutes of the September 30, 2009 Special Board meeting; it was seconded by Director Gill, and passed with the following vote:

Ayes: Dorfman, Gill, Hill

Noes:

Abstain: Soudan

Absent: Thompson

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

**A. Finance/Capital Development** – Chairperson Hill reported they continue to meet on a regular basis.

**B. Personnel Committee** – Director Dorfman reported the Committee has met and will give its recommendation to the Board during closed session.

**C. Parks & Rec. Committee** – Director Gill reported that he and Director Soudan recommend changing the use of the visitor center at Riverbend so that ADA compliance is not an issue. Director Soudan reported they also visited the shed at Nelson Park to assess the problems. He will be doing more research to explore the purpose of the valve, why the building was put over the valve, the leak. He will be working on a plan to turn in to the City to bring the building into compliance.

**D. Supplemental Benefit Fund Committee** – Director Gill reported that the consultant hired to help with the strategic plan will give a report at the next SBF meeting.

**E. Benefit Assessment District Oversight Committee** – nothing to report.

**F. Director's Reports**

- a. Director Dorfman will try to get the permit for the electrical at the dog park. She is going to put a blurb in the paper to advertise the upcoming "Make a Difference Day" at the dog park on October 24.
- b. Director Gill reported on the progress of the Berry Creek Community Park. He stated there is a group of residents who live near the proposed site who are adamantly opposed to a park. He also reported on the easements for the proposed trail linkage from the Veterans Park to the Nature Center.
- c. Director Soudan reported that he has been trying to read through the various reports and documents he has been given.
- d. Vice Chairman Thompson was absent.
- e. Chairperson Hill reported that Cub Scout Troop 29 did some cleanup work at the dog park.

**G. Acting General Manager's Report** – Sheryl Manies reported that the ramps at Bedrock Skate and Bike Park have been repaired. She will be attending the Central Valley Flood Protection Board meeting in Sacramento with Shawn Rohrbacker on October 23 regarding the permit for the Riverbend North project. Ms. Manies stated she was available to answer any questions the Board may have regarding her report.

## **AD HOC COMMITTEES**

- A. Policies & Procedures Committee** – Chairperson Hill reported that the Committee is taking notes about policies that the District needs to implement. Director Dorfman said staff had provided examples of policies and procedures adopted by other recreation and park districts that were very insightful .

## **10. STAFF REPORTS**

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

## **11. CORRESPONDENCE & MISCELLANEOUS (none)**

## **12. ITEMS FROM THE FLOOR**

*This item was addressed earlier in the meeting.*

## **13. BOARD ITEMS FOR NEXT AGENDA**

1. Forbestown fees
2. Director Gill's request for consideration of a policy to plant only native trees And shrubs at District facilities along the riparian corridor.
3. Update from Oroville Rescue Mission

## **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 discussion at 6:47 p.m. and reconvened at 8:50 p.m.

### **A. Pursuant to Government Code 54956.8 – Property negotiations.**

- 1875 Feather River Blvd., Oroville, CA 95965 (APN 035-240-099)
- Graystone Lane, Berry Creek, CA 95916 (APNs 062-750-008, 062-760-014, 062-760-015, and 062-210-138)

No action was taken; direction was given to staff.

### **B. Pursuant to Government Code 54957 – Personnel**

No action was taken; direction was given to staff.

### **C. Pursuant to Government Code 54956.9.(b) – Potential litigation**

No action was taken; direction was given to staff.

