

**REGULAR BOARD MEETING
MINUTES**

JANUARY 13, 2010

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

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. INTRODUCTION OF NEW GENERAL MANAGER

The Board of Directors will introduce the District's new General Manager, John L. Buck, III.

Chairperson Hill introduced John L. Buck, III as the new general manager for the Feather River Recreation and Park District.

Chairperson Hill also recognized Sheryl Manies, Susan Martin, Deanna Simmons, Shawn Brandt, and the entire maintenance staff for stepping up to the plate and thanked the staff for their hard work.

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 1079-10; A RESOLUTION AUTHORIZING THE DISTRICT GENERAL MANAGER AND OTHERS TO SIGN ANY AND ALL DISTRICT CHECKS, ACH TRANSFERS AND CHECK REGISTERS.

The Board will consider adopting a resolution to appoint authorized signers for the District.

Board action requested: Adopt Resolution 1079-10

E. RESOLUTION 1080-10; A RESOLUTION TO APPROVE OPENING A CHECKING ACCOUNT AT U.S. BANK.

The Board will consider adopting a resolution to approve opening a checking account at U.S. Bank to be used for petty cash.

Board action requested: Adopt Resolution 1080-10

F. MINUTES OF THE DECEMBER 09, 2009 REGULAR MEETING OF THE FEATHER RIVER RECREATION AND PARK DISTRICT BOARD OF DIRECTORS.

Board action requested: Approve the minutes of the December 9, 2009 Regular Board meeting

G. MINUTES OF THE DECEMBER 30, 2009 SPECIAL MEETING OF THE FEATHER RIVER RECREATION AND PARK DISTRICT BOARD OF DIRECTORS.

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

BOARD ACTION REQUESTED: APPROVE CONSENT AGENDA

Director Thompson requested that Items F and G be pulled from the Consent Agenda and held until the next meeting. Director Thompson made a motion to approve the Consent Agenda with Items F and G pulled. It was seconded by Director Dorfman, and passed with the following vote:

Ayes: Dorfman, Soudan, Thompson, Gill, Hill

Noes:

Abstain:

Absent:

7. ITEMS PULLED FROM CONSENT AGENDA

Director Thompson made a motion to hold Consent Agenda Items F and G until the next regular meeting. It was seconded by Director Dorfman. The vote was not taken.

8. REGULAR AGENDA

A. CHANGE ORDER #1 – CONTRACT WITH GALLAWAY CONSULTING

The Board will consider approving a change order to the existing contract with Gallaway Consulting for the Riverbend Park VELB Mitigation Project.

Board action requested: Approve Change Order #1 to the contract with Gallaway Consulting

Director Soudan made a motion to approve Change Order #1 to the contract with Gallaway Consulting. It was seconded by Director Thompson, and passed with the following vote:

Ayes: Dorfman, Soudan, Thompson, Gill, Hill

Noes:

Abstain:

Absent:

B. AUDIT REVIEW WITH HOLLY PLADSON

Holly Pladson, CPA, will review the District's 2008-09 audit.

Board action requested: Discuss/review 2008-09 audit

Independent auditor Holly Pladson reviewed the District's 2008-2009 audit report. She stated the District received a clean opinion on the audit.

Chairperson Hill stated that on page 2 of the audit, the term of service for Roger Soudan was not correct and should be changed to show his seat comes up for election in 2010.

Ms. Pladson reviewed her report on Internal Control Over Financial Reporting and Noncompliance. She noted that the District has shown continued improvement, with only one finding this year compared to six findings three years ago. Page 21 of the audit detailed her finding.

Ms. Pladson went on to review her report to the Board of Directors.

C. RESOLUTION 1081-10; A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING THE 2008-2009 AUDIT.

The Board will consider adopting a resolution to approve the 2008-09 audit.

Board action requested: Adopt Resolution 1081-10

Director Thompson made a motion to adopt Resolution 1081-10. It was seconded by Vice Chairman Gill, and passed with the following vote:

Ayes: Dorfman, Soudan, Thompson, Gill, Hill

Noes:

Abstain:

Absent:

D. FORBESTOWN SITE CONDITIONS AND INVENTORY REPORT

FRRPD employee Grace Leonard will give a brief update on Forbestown Park and the Forbestown Community Hall.

Board action requested: Information/discussion

Grace Leonard, facility attendant for the District's amenities in Forbestown, informed the Board of several maintenance concerns and issues. Ms. Leonard also provided a site inventory (see attached) and conditions report for the Forbestown Community Hall and Forbestown Park.

Ms. Leonard asked the Board for permission to rekey the lock to the utility shed behind the bathrooms. She stated that an unknown party has a key to

the room and she was concerned about the security of her equipment and tools.

Ms. Leonard also discussed her frustration in trying to report vandalism and theft to the Butte County Sheriff's Dept. Vice Chairman Gill said the District will see to it that Ms. Leonard is provided with the phone number for the resident deputy sheriff for the Forbestown area.

E. YUBA FEATHER MUSEUM REPORT FOR 2008–2009

A representative from the Yuba Feather Historical Association will present a report on the Yuba Feather Museum for 2008-2009.

Board action requested: Information/Discussion

Rosemarie Mossinger, Yuba Feather Historical Association, stated that the report was sent to the Board in November 2009. Director Thompson stated the Board was provided with a summarized notation of how much money was generated by the facility, but it was not a financial report.

He requested that YFHA provide a report of the monies spent on the building and the revenue generated.

F. FORBESTOWN ADVISORY COUNCIL PROPOSAL

The Board will consider a proposal from the Forbestown Advisory Council regarding the Forbestown Community Hall.

Board action requested: Information/Discussion

Jean Knox read a statement on behalf of the Forbestown Advisory Council withdrawing the Council's first proposal. The FAC's second proposal was amended with a stipulation that maintenance services would be available only with the assistance of other Forbestown residents. She stated that the FAC is unable to utilize the Community Hall for Kids' Art Day because they are unable to pay the rental fees. As a result, the supplies have been removed and the program will not be offered during the winter months.

G. WHITEWATER PARK PROPOSAL

Chris Tellis will give a brief presentation regarding his proposal for a whitewater park in Oroville.

Board action requested: Information/Discussion

Chris Tellis introduced his idea for a comprehensive master plan for the revitalization of the entire Feather River waterfront in Oroville, including a whitewater park.

H. DONATION OF VENDING MACHINES

The Board will consider donating two vending machines to the Berry Creek Citizens Association for to raise funds for the park in Berry Creek.

Board action requested: Approve donation of two vending machines to the BCCA

Director Thompson made a motion to declare the District's two vending machines as surplus property and approve donating them to the Berry Creek Citizens Association. It was seconded by Director Dorfman, and passed with the following vote:

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

I. SUPPLEMENTAL BENEFIT FUND (SBF) COMMITTEE MEMBERS

The Board will nominate and elect two members to serve as representatives on the Supplemental Benefit Fund (SBF) Committee for 2010.

Board action requested: Nominate and elect two Board members to serve on the SBF Committee for 2010

Director Thompson made a motion to nominate Loren Gill to serve on the SBF Committee for 2010. It was seconded by Director Dorfman.

Director Soudan made a motion to nominate Vene Thompson to serve on the SBF Committee for 2010. It was seconded by Director Dorfman.

Both motions passed with the following vote:

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

J. COMMITTEE APPOINTMENTS

The Chairperson will appoint two members of the Board to serve on each Board Committee.

Board action requested: Appoint Board Committee members

Chairperson Hill announced the appointments to the District's Committees:

<u>STANDING COMMITTEES</u>	<u>BOARD MEMBERS</u>
Finance/Capital Development	Jan Hill Tamara Dorfman
Personnel Committee	Loren Gill Tamara Dorfman
Parks & Rec. Committee	Loren Gill Roger Soudan
<u>AD-HOC COMMITTEE</u>	<u>BOARD MEMBERS</u>
Policies & Procedures Committee	Jan Hill Vene Thompson

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

As the Committee appointments were just made, reports will be provided at the next Board meeting.

A. Standing Committees

- a. Finance/Capital Development
- b. Personnel Committee
- c. Parks & Rec. Committee
- d. Supplemental Benefit Fund Committee
- e. Benefit Assessment District Oversight Committee

B. Ad-Hoc Committees

- a. Policies & Procedures Committee

C. Director's Reports

- a. Director Dorfman welcomed John Buck to the District.
- b. Director Soudan also welcomed Mr. Buck. He stated that one of his goals is to prioritize safety in the parks and efficiencies in operations. Director Soudan reported that he met with Rotary regarding their work on the snack bar at Riverbend. He suggested that John meet with Gil Bowles who is overseeing the project. Director Soudan also commented that he has noticed there are broken boards at the skate park. He suggested that when they are broken, thicker boards are used to replace them.
- c. Director Thompson inquired about the status of closing out the Prop 50 grant project. He requested to have the Master Plan on the next agenda for approval. Director Thompson requested that the District adopt a principle regarding completion of Board meeting minutes within 10 days of the date of the meeting.
- d. Vice Chairman Gill reported that the next SBF meeting is scheduled for Feb. 4 at 2 p.m. He gave an update on the feasibility of putting in wells at the north end of Riverbend Park. The Board will have a special meeting to tour the Harts Mill Fire Station on January 27th at 10 a.m.
- e. Chairperson Hill also welcomed John Buck. She reported that she attended a workshop for landlords, but learned many things that were applicable to the operations of the District. Chairperson Hill also mentioned the CalTrans easement at the south end of Riverbend Park, and requested that Director Soudan follow up on this matter.

D. General Manager's Report

Sheryl Manies reviewed her final report as Interim General Manager.

John L. Buck III, General Manager reported that he has been getting to know the operations of the District as well as the staff. He has been meeting with maintenance staff in the morning, and commended them for how hard they work. He noted that the roof at Palermo Pool is in bad shape and he will be looking into replacing it as soon as possible. He also reported that he met with Bill Finley, PIC. He has toured each of the District's facilities, including Forbestown.

10. STAFF REPORTS

- a. Shawn Brandt
- b. Deanna Simmons

11. CORRESPONDENCE & MISCELLANEOUS

- a. Letter re: redwood trees at Riverbend Park (*Daughters of the American Revolution*) – The Chairperson gave direction to the Parks & Rec. Committee to follow up on this matter.
- b. Letter re: proposed park in Berry Creek (*Stacy and Ina Wardell*)

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.**

Chris Poblano, 3100 Oro Dam Blvd. in Oroville, CA

Mr. Poblano stated he is the treasurer for the Oroville Gymnastics Booster Club. He explained the Booster Club is a parent association that promotes education and gymnastics for the team kids. They raise money all year to send the kids to competitions. He stated that the Oroville Gymnastics is hosting a state competition in March. The girls will compete March 19, 20 and 21 and the boys will compete March 27 and 28. The club is a 501(c)3.

He requested, on behalf of the Boosters Club, that the state championships still be allowed to be held at the Gymnastics Academy. Mr. Buck stated that, as long as Feather River Recreation and Park District is involved, the Booster Club will be permitted to host the competition at the gymnastics facility.

Mr. Buck asked Mr. Poblano what the Booster Club's lease agreement was with the OGSA. Mr. Poblano replied that they have a 60-40 split with the OGSA. In addition, the Booster Club must purchase three pieces of equipment per year.

Brian Grant, Bob Grant Water and Pools

Mr. Grant said he was contacted by Susan Martin regarding maintenance needs for the Palermo and Nelson Park pools. Ms. Manies will set up a meeting for Mr. Grant with Mr. Buck.

13. BOARD ITEMS FOR NEXT AGENDA

- 1. Master Plan approval
- 2. Resolution to declare vending machines surplus
- 3. Gil Bowles – update on Rotary snack bar construction
- 4. Minutes for December 9 and December 30
- 5. Resolution re: going back to two meetings per month

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 6:08 p.m. and reconvened at 7:55 p.m.

A. Pursuant to Government Code 54956.8 – Property negotiations.

- 1875 Feather River Blvd., Oroville, CA 95965
- Graystone Lane, Berry Creek, CA 95916

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.

16. ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 7:56 p.m.

The next regular Board meeting is scheduled for February 10, 2010. 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/

John L. Buck, III, Secretary