

**SPECIAL BOARD MEETING
MINUTES**

JANUARY 27, 2010

10:00 AM

The meeting opened at the Harts Mill Fire Station located at
9476 Oro-Quincy Highway in Berry Creek

The public portion of the meeting is recorded.

1. CALL MEETING TO ORDER

The meeting was called to order at 10:02 a.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. REGULAR AGENDA

A. TOUR OF THE HARTS MILL FIRE STATION.

The Board of Directors will tour the Harts Mill Fire Station located at 9476 Oro-Quincy Highway in Berry Creek.

Board action requested: Information/Discussion

Mike Shorrock, Battalion Chief for the Butte County Division of CAL Fire, led a tour of the facilities at the Harts Mill Fire Station located at 9476 Oro-Quincy Highway in Berry Creek. (photos attached)

The tour of the Harts Mill Fire Station was completed at 10:35 a.m. Chairperson Hill called for a recess to move the meeting to 70 Graystone Lane in Berry Creek.

The meeting was reconvened at 11:05 a.m. at the Maidu Meadows property, located at 70 Graystone Lane in Berry Creek.

B. TOUR OF THE MAIDU MEADOWS PROPERTY.

The Board of Directors will take a short walking tour of the Maidu Meadows property located at 70 Graystone Lane in Berry Creek.

Board action requested: Information/Discussion

Vice Chairman Gill led a walking tour of the Maidu Meadows property. The Board discussed the Berry Creek Community Association's vision and plan for the facility. (photos attached)

The tour of the Maidu Meadows property was completed at 11:55 a.m. Chairperson Hill called for a recess to move the meeting to 1673 Bald Rock Road in Berry Creek.

The meeting was reconvened at 12:25 p.m. at 1673 Bald Rock Road in Berry Creek.

C. ACCOUNTS PAYABLE

Board action requested: Approve Accounts Payable

Director Thompson made a motion to approve the Accounts Payable. It was seconded by Director Dorfman, and passed with the following vote:

Ayes: Dorfman, Soudan, Thompson, Gill, Hill

Noes:

Abstain:

Absent:

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

Board action requested: Approve the minutes of the December 09, 2009 regular Board meeting

Director Dorfman made a motion to approve the minutes of the December 09, 2009 regular meeting of the Board of Directors. It was seconded by Director Thompson, and passed with the following vote:

Ayes: Dorfman, Soudan, Thompson, Gill, Hill

Noes:

Abstain:

Absent:

E. MINUTES OF THE DECEMBER 30 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

Director Thompson made a motion to approve the minutes of the December 09, 2009 regular meeting of the Board of Directors. It was seconded by Director Soudan, and passed with the following vote:

Ayes: Dorfman, Soudan, Thompson, Gill, Hill

Noes:

Abstain:

Absent:

F. RESOLUTION 1082-10; A RESOLUTION AMENDING SECTION 10 OF THE “BOARD OF DIRECTORS POLICIES & PROCEDURES HANDBOOK” REGARDING REGULARLY SCHEDULED BOARD MEETINGS.

The Board will consider adopting a resolution to amend the policy regarding the number of regular Board meetings held each month.

Board action requested: Adopt Resolution 1082-10

Vice Chairman Gill made a motion to adopt Resolution 1082-10. It was seconded by Director Dorfman, and passed with the following vote:

Ayes: Dorfman, Soudan, Thompson, Gill, Hill

Noes:

Abstain:

Absent:

G. RESOLUTION 1083-10; A RESOLUTION AMENDING SECTION 24 OF THE “BOARD OF DIRECTORS POLICIES AND PROCEDURES HANDBOOK” REGARDING AUTHORIZED SIGNATURES FOR EXPENDITURES.

The Board will consider adopting a resolution to amend the policy regarding authorization for expenditures.

Board action requested: Adopt Resolution 1083-10

Director Dorfman made a motion to adopt Resolution 1083-10. It was seconded by Director Soudan for purposes of discussion.

Director Thompson referred to the second to the last line of the first paragraph of Section 24, “...must contain a budget classification code or a budget classification description with the Finance Manager and General Manager’s approval.” He stated the Finance Manager should not have any authorization or give approval to make purchases.

Director Soudan stated the Finance Manager needs to verify that the funding is available before purchases are made.

Director Thompson recommended removing the reference to the Finance Manager from the sentence. Chairperson Hill suggested changing the word “with” to “from” to read:

“...budget classification **from** the Finance Manager...”

Vice Chairman Gill further recommended changing the word “and” to “with” in the latter part of the sentence to read:

“...from the Finance Manager, **with** General Manager’s approval.”

Director Thompson then referred to Section 24, Item 1. He recommended striking the reference to the Finance Manager, to read:

“...authorization from the General Manager, and Board of Director’s prior consent to proceed.”

Director Dorfman amended the motion on the floor to adopt Resolution 1083-10 as amended. It was seconded by Director Soudan, and passed with the following vote:

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

H. RESOLUTION 1084-10; A RESOLUTION DECLARING CERTAIN DISTRICT PROPERTY SURPLUS AND AUTHORIZING STAFF TO DISPOSE OF SAID PROPERTY ACCORDING TO DISTRICT POLICY AND PROCEDURES.

The Board will consider adopting a resolution to declare surplus property.

Board action requested: Adopt Resolution 1084-10

Director Thompson made a motion to adopt Resolution 1084-10. It was seconded by Director Dorfman.

Director Soudan stated that the vending company contracted to provide the new vending machines can look at the vending machines and give the District a quote on the cost to repair them. He asked when they were purchased and what the cost was. Staff member Sheryl Manies stated they were purchased in 2007 for just under \$6,000. Director Soudan stated he thinks the vending machines are too valuable to declare as surplus property.

With a motion on the table to adopt Resolution 1084-10, the following vote was taken:

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

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

A. Standing Committees

- a. Finance/Capital Development – Chairperson Hill reported that, per the revised salary budget that depicts the 2% raise in wages, payroll will cost the District approximately \$500,000 per year (including benefits and Board member stipends). Director Dorfman reviewed the Finance Committee's report (*Attachment C*), which included the recommendation to use the proceeds from the Nelson property sale as startup money for the Riverbend North Park Project. Staff member Deanna Simmons met with the Finance Committee to review her budgets for District special events. The other recommendation from the Finance Committee was to have District special events open to all vendors. The final recommendation was regarding a request to rent the turf area by the Wildlife Ponds. The Committee recommended a fee of \$200. After further discussion, the Board decided that the rental fee for the pond turf area should be the same as the large pavilion at Riverbend.
- b. Personnel Committee – nothing to report
- c. Parks & Rec. Committee – the Committee is scheduled to meet on February 3rd at 1:00 p.m.

B. Ad-Hoc Committees

- a. Policies & Procedures Committee – nothing to report

C. Supplemental Benefit Fund Committee – the next SBF meeting is scheduled for February 4th at 2:00 p.m.

D. Benefit Assessment District Oversight Committee – the BAD Oversight met on January 25th. There is a vacant seat on the committee that needs to be filled.

E. Director's Reports

- a. Director Dorfman reported that the grand opening for the dog park is scheduled for Memorial Day Weekend. Staff member Deanna Simmons is working on planning the opening day events.
- b. Director Soudan reported that he went to CalTrans about the widening of Highway 70 and how the project will affect the District's easement, as well as future access to the south end of Riverbend Park. The map he got from CalTrans does not show any entrance or access off the freeway. Director Thompson stated that the opening he is referring to should be documented in the deed. Director Soudan suggested the District contact DeSilva- Gates about setting up a portable rock crusher on site and trade them rock/cobble in exchange for a paved entrance and road from the south end of Riverbend.
- c. Director Thompson stated there is a granted easement that comes off the freeway. He referred to the piece of County property deeded to the District, and asked who bought the right-of-way for the new highway to cross it, and who was paid for it. He said the new highway crosses over the front of the property. Director Thompson reported that he took Mr. Buck to the Bangor Community Park meeting. The residents asked what their community gets for their tax dollars, and requested cement tables to replace the wooden ones they have. Director Thompson recommended the District use BAD money to buy four concrete tables for use at Bangor Park. The tables would be clearly marked to say "Property of FRRPD." Director Dorfman noted that per recent changes in policy, all District property must now be kept on District property. Director Thompson stated the District could donate the tables to Bangor instead of providing them on a loan basis.
- d. Vice Chairman Gill reported that he has been working with staff member Deanna Simmons on the upcoming Wildflower and Nature Festival. He provided information about the involvement of the citizens of Berry Creek. Vice Chairman Gill inquired about the State's requirements regarding paying prevailing wage on projects funded with Prop 84 money.
- e. Chairperson Hill commented that, regarding the easement at the south end of Riverbend Park, Bob Sharkey told her it goes through Matthews Ready Mix. She reported that she and Vice Chairman Gill and John Buck met with Oroville City Administrator Sharon Atteberry. Chairperson Hill has also been working on the Oroville Gymnastics Academy project.

F. General Manager's Report – Mr. Buck provided a written report to the Board. He has been getting a feel for the operations of the District. Mr. Buck requested a contact list of various experts (plumbers, electricians, etc.) He is also looking at ways to streamline the maintenance operations, including a staggered schedule during the summer and having Cheryl open up the Palermo facility since she lives near the park.

7. 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.**

8. BOARD ITEMS FOR NEXT AGENDA

1. Fees for pond turf area
2. Proposal for purchase of concrete picnic tables for Bangor
3. Prop 84 – 2 resolutions
4. Patels refund
5. Board meeting minutes – 10-day turnaround

9. CLOSED SESSION

Director Thompson made a motion to table the Closed Session discussion until the next meeting. It was seconded by Vice Chairman Gill, and passed with the following vote:

Ayes: Dorfman, Soudan, Thompson, Gill, Hill

Noes:

Abstain:

Absent:

A. Pursuant to Government Code 54956.8 – Property negotiations.

- 1875 Feather River Blvd., Oroville, CA 95965
- 9476 Oro-Quincy Highway, Berry Creek, CA 95916
- 70 Graystone Lane, Berry Creek, CA 95916

B. Pursuant to Government Code 54957 – Personnel

10. ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 2:10 p.m.

The next regular Board meeting is scheduled for February 10, 2010. Regular Board meetings occur on the second and fourth Wednesday of every month at 3:30 PM, at the Feather River Recreation and Park District, 1200 Myers Street, Oroville, CA unless otherwise posted.