

**FEATHER RIVER RECREATION AND PARK DISTRICT
1200 MYERS STREET, OROVILLE, CA 95965 (530) 533-2011**

**DISTRICT BOARD MEETING
Regular Board Meeting**

February 13, 2008
2:30 PM

MINUTES

The public portion of the meeting is recorded.

- 1. CALL MEETING TO ORDER**
The meeting was called to order at 2:33 PM.
- 2. ROLL CALL**
Board Members Allen, Gill, Thompson, Vice Chairman Hill, and Chairman Gurr were all present.
- 3. PLEDGE OF ALLEGIANCE**
- 4. CLOSED SESSION**
The Board went into closed session at 2:35 PM and reconvened at 3:37 PM.
 - A. Pursuant to Government Code 54957 – Finance Manager’s Review and Evaluation**

No action was taken, direction was given to Chairman Gurr.
- 5. CONSENT AGENDA**
 - A. APPROVAL OF THE MINUTES OF THE JANUARY 09, 2008 SPECIAL BOARD MEETING OF THE FEATHER RIVER RECREATION AND PARK DISTRICT’S BOARD OF DIRECTORS – minutes attached.**
 - B. APPROVAL OF THE MINUTES OF THE JANUARY 09, 2008 REGULAR BOARD MEETING OF THE FEATHER RIVER RECREATION AND PARK DISTRICT’S BOARD OF DIRECTORS – minutes attached.**
 - C. APPROVAL OF THE MINUTES OF THE FEBRUARY 04, 2008 SPECIAL BOARD MEETING OF THE FEATHER RIVER RECREATION AND PARK DISTRICT’S BOARD OF DIRECTORS – minutes attached.**
 - D. APPROVAL OF THE MINUTES OF THE FEBRUARY 07, 2008 EMERGENCY BOARD MEETING OF THE FEATHER RIVER RECREATION AND PARK DISTRICT’S BOARD OF DIRECTORS – minutes attached.**
 - E. RESOLUTION 989-08; RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT AUTHORIZING THE DISTRICT GENERAL MANAGER AND OTHERS TO SIGN ANY AND ALL DISTRICT CHECKS, A.C.H. TRANSFERS, AND CHECK REGISTERS.**

- F. RESOLUTION 990-08; RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING THE AMENDED ORDINANCE FOR RIVERBEND PARK.**
- G. RESOLUTION 991-08; RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING THE AUDIT.**
- H. RESOLUTION 992-08; RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT RESCINDING RESOLUTION NO. 987-08.**
- I. RESOLUTION 993-08; RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT RESCINDING RESOLUTION NO. 902-06 AND AMENDING SECTION 10 OF THE BOARD OF DIRECTORS POLICIES AND PROCEDURES HANDBOOK REGARDING REGULARLY SCHEDULED BOARD MEETINGS.**
- J. RESOLUTION 994-08; RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT AMENDING SECTION 24 OF THE BOARD OF DIRECTORS POLICIES AND PROCEDURES HANDBOOK REGARDING AUTHORIZED SIGNATURES FOR EXPENDITURES.**
- K. RESOLUTION 995-08; RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING THE TRANSFER OF \$109,000 FROM THE BENEFIT ASSESSMENT FUND 2610 BAD TO THE GENERAL FUND 2600.**
- L. FORM 700 – STATEMENT OF ECONOMIC INTEREST**
- M. RATIFICATION OF WARRANTS – ACCOUNTS PAYABLE AND PAYROLL**
- N. FUND BALANCES AS OF FEBRUARY 07, 2008**
- O. FINANCE MANAGER’S REPORT**

Board Action Requested: Approve Consent Agenda

Director Thompson requested Items L and M be pulled from the Consent Agenda. Vice Chairman Hill requested Item E be pulled from the Consent Agenda. Director Gill requested Item J be pulled from the Consent Agenda.

Director Thompson made a motion to approve the consent agenda with Items E, J, L and M pulled; it was seconded by Director Allen, and passed with the following vote:

Ayes: Thompson, Gill, Allen, Hill, Gurr

Noes:

Abstain:

Absent:

6. ITEMS PULLED FROM CONSENT CALENDAR

E. RESOLUTION 989-08; RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT AUTHORIZING THE DISTRICT GENERAL MANAGER AND OTHERS TO SIGN ANY AND ALL DISTRICT CHECKS, A.C.H. TRANSFERS, AND CHECK REGISTERS.

Chairman Gurr read Resolution 989-09. Susan Martin, Finance Manager, explained that the reason she didn't add the entire Board to the list of authorized signers is because she was told by Ken Wiley that David Houser only wanted two or three authorized signers.

Director Thompson stated that he thought the only people that should be authorized to sign should be the District Manager and the two members of the Finance Committee. Susan Martin stated that Director Allen often has more time available to sign checks and check registers, as well as A.C.H. transfers.

Director Thompson made a motion to approve Resolution 989-08; it was seconded by Vice Chairman Hill, and passed with the following vote:

Ayes: Thompson, Allen, Gill, Hill, Gurr
Noes:
Abstain:
Absent:

J. RESOLUTION 994-08; RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT AMENDING SECTION 24 OF THE BOARD OF DIRECTORS POLICIES AND PROCEDURES HANDBOOK REGARDING AUTHORIZED SIGNATURES FOR EXPENDITURES.

Director Thompson requested the resolution be amended to require a signature from one of the Board members that is serving on the Finance Committee.

Director Thompson made a motion to approve Resolution 994-08 as amended; it was seconded by Director Gill, and passed with the following vote:

Ayes: Thompson, Allen, Gill, Hill, Gurr
Noes:
Abstain:
Absent:

L. FORM 700 – STATEMENT OF ECONOMIC INTEREST

Director Thompson pulled Item L because it was listed twice on the agenda – under both the Consent Agenda and the Regular Agenda.

Director Thompson made a motion to accept the Form 700 as an item under the Consent Agenda, and remove it from the Regular Agenda; it was seconded by Director Allen, and passed with the following vote:

Ayes: Thompson, Allen, Gill, Hill, Gurr
Noes:
Abstain:
Absent:

M. RATIFICATION OF WARRANTS – ACCOUNTS PAYABLE AND PAYROLL

Director Thompson had a question regarding three separate payments to Sisco Enterprises for “Lunch With Santa.” Susan Martin, Finance Manager, explained that the expenses were for pizzas that were purchased from Round Table on different days.

On page 4 of the Profit and Loss-Year to Date Comparison, January 8, 2008, Director Thompson had a question regarding the third item down. He had a question regarding the +\$350 listed under advertising for the Rec Guide from July through January. Sheryl Manies, Administrative Assistant, explained that she thought it was revenue from the ad Hobby Auto paid for in July 2007.

Director Thompson also had a question regarding why the line item for the Christmas Luncheon did not show any income, when there was a District Christmas party. Susan Martin explained that she thought it was a line item that had been added from a previous year.

Director Thompson made a motion to accept the finance report/Ratification of Warrants – Accounts Payable and Payroll; it was seconded by Director Allen, and passed with the following vote:

Ayes: Thompson, Allen, Gill, Hill
Noes:
Abstain: Gurr
Absent:

7. PUBLIC COMMENT

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

8. REGULAR AGENDA

A. BRIEF UPDATE BY SHAWN ROHRBACKER OF LAND IMAGE REGARDING PHASE II OF PHASE I AT RIVERBEND PARK.

Shawn Rohrbacker reported that they are just about finished with BCM’s work at Riverbend Park, although they still have some cobble to clean up. He said there are a few small items – cobble to clean up throughout the site, and a recent issue with the women’s restroom door not shutting as it should. He reported that BCM would have a locksmith out to look at the door in the next day or so.

Through Prop 50, all that is left is the tree portion of the re-vegetation. He said a plan has been put together for that. He said they are looking to use the same contractor that did the hydro-seeding, Precision Seeding. Shawn reported that the site furniture is the last thing to order.

Bob Sharkey reported that the District will be going with portable tables instead of the concrete tables. Director Thompson asked how the tables will be anchored. Bob Sharkey responded that an eye bolt can be installed into the concrete to chain them in position. He added that the concrete tables were heavily damaged whenever they were moved, in addition to the cost of renting the forklift to have them moved.

Shawn also reported that the Oroville Noontime Rotary has offered to build a concession stand that will be added on to the existing restroom. He showed preliminary plans for the concession stand, which include two roll up metal windows for serving on the front and side of the snack bar. There will also be a 30' x 26' canopy. Chairman Gurr asked who is paying for the plans. Bob Sharkey responded that the District will pay for the plans, and the Oroville Rotary will pay for the concession stand.

B. RESOLUTION 996-08; RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING THE APPLICATION FOR LAND AND WATER CONSERVATION FUND MARTIN LUTHER KING, JR. PARK IMPROVEMENT PROJECT

Board Action Requested: Approve Resolution 996-08

Director Thompson made a motion to approve Resolution 996-08; it was seconded by Director Allen, and passed with the following vote:

- Ayes: Thompson, Allen, Gill, Hill, Gurr
- Noes:
- Abstain:
- Absent:

C. REVIEW OF TERM DATES OF BENEFIT ASSESSMENT DISTRICT OVERSIGHT COMMITTEE MEMBERS.

Board Action Requested: Review BAD Committee member term dates

Bob Sharkey, General Manager, explained that Albert Walthall's term date as a Benefit Assessment District Oversight Committee member has expired. He further explained that the Board can choose to renew Mr. Walthall's term, or select from a pool of alternates.

Director Thompson stated that as long as Mr. Walthall is willing to continue serving as a committee member, he has not problem extending his term for four years.

The Board gave direction to staff to verify with Mr. Walthall whether or not he is interested in continuing his term as a committee member for another four years.

D. ADJUST FEES FOR RENTAL OF MUNICIPAL AUDITORIUM (MA).

Board Action Requested: Adjust fees for rental of MA

Jan Hill clarified that this item was meant to come before the Board for discussion only. Monique Gurr reported that she contacted Off the Wall Soccer in Chico, and they charge \$90/hour for their facility. Vice Chairman Hill recommended putting the new deposit in the 10-day time limit and adding it to the contract. She said she spoke with staff member Shawn Brandt regarding updating the form. Bob Sharkey recommended bringing this back to a later meeting after more research has been done.

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

- A. Finance/Capital Development** – Vice Chairman Hill reported that they reviewed the budget, and are studying other districts' budgets. She stated the District is waiting for reimbursement money (about \$1.3 million) from the Prop 50 grant. She said Bob Sharkey hopes to have all big projects wrapped up by March.
- B. Personnel Committee** – nothing to report
- C. Parks and Recreation Committee** – Director Thompson stated that the Forbestown and Palermo contracts need to be discussed, as well as the concerts in the park.
- D. Supplemental Benefit Committee** – Director Thompson stated that he had contacted Sharon Atteberry the previous week because he was concerned that an SBF meeting had not been scheduled yet. He still has not heard back from her. As a result, he said he also contacted Bill Cochran with the Department of Water Resources, who said he would look into why a meeting has not been scheduled yet. Director Thompson is still waiting to hear back from him. Director Gill reported that the City's newly appointed SBF representatives are Jim Prouty, Sue Corkin and Mike Howard.
- E. Benefit Assessment Committee** – Bob Sharkey reported that the meeting went very well. The Committee members were updated on the budget process that the District is going through. He also reported that the Committee members would like to be involved in the master plan process.
- F. Director's Reports**
 - a. Director Allen – He reported that he has been keeping on the progress at Mitchell Field. He will assist with the fiberglass repair of the swimming pool.
 - b. Director Gill – He presented a list of advertising contacts that was given to staff member Amanda Louderback, and discussed the District's need to pursue free advertising. Director Gill reported the Wildflower and Nature Festival will be April 5th and 6th. He said he has received comments that the bathrooms at Riverbend are dirty. Director Gill also suggested putting in a spring-loaded valve at the water spray feature by the beach at Riverbend.
 - c. Director Thompson – He reported that the Roseville Parks and Recreation Department sent him an invitation to an awards program on Friday, March 14th. He also stated that he had some comments and edits for Amanda regarding the Rec Guide.
 - d. Vice Chairman Hill – She reported that the aerial photo for the dog park has been taken. She would like to walk the proposed site for the dog park with Bob.

- e. Chairman Gurr – She requested an on-site meeting at the Gary Nolan complex for the next Board meeting.

G. General Manager's Report – Bob Sharkey offered to take the Board members on a tour of the District's facilities, and suggested that the Board consider doing this on a monthly basis. He reported that the District will be moving to more of a maintenance rather than projects mode this year, and planning for project next year. He reported that repairing the leak at the Nelson Pool has been a major project that is being rectified.

Ad Hoc Committees

- A. Master Plan Committee** – the Committee will meet on March 12th
- B. Impact Fees Committee** – nothing to report

10. STAFF REPORTS

- a. Shawn Brandt
- b. Deanna Simmons
- c. Laurie Searing
- d. Brian Kruse
- e. Amanda Louderback
- f. Megan VanGilder
- g. Sheryl Manies

11. CORRESPONDENCE & MISCELLANEOUS

- A.** Letter to Sharon Atteberry from Dick Bjork (cc: FRRPD Board of Directors)
- B.** Various articles from the *Oroville Mercury-Register*
 - a. Letter to the Editor – 01/25/07
 - b. Baseball coaches needed for Jr. Giants – 01/26/07
 - c. Pooch helps owners locate second FRRPD treasure – 02/01/07
 - d. "In the Parks" column – 02/01/07
 - e. City still balking at FRRPD impact fee – 02/06/08
- C.** Impact fee fact sheets
- D.** Development Impact Fee Certification Forms
 - a. Butte County
 - b. City of Oroville
- E.** e-mail from Brandy Daniel

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 Chairman 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. BAD Committee member terms
- 2. "Park Steward" card
- 3. Update on ethics training

14. CLOSED SESSION

The Board went into closed session at 5:25 PM and reconvened at 6:41 PM.

- A. Pursuant to Government Code 54956.8 – Property negotiations, 2280 6th Street in Oroville, California 95965 with the APN 031-020-031.

No action was taken, direction was given to staff.

- B. Pursuant to Government Code 54957 – General Personnel Issues

No action was taken, direction was given to staff.

- C. Pursuant to Government Code 54956.9 – Conference with legal counsel – anticipated litigation, three (3) potential litigation matters.

No action was taken, direction was given to legal counsel.

15. 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.

Director Thompson made a motion to bring before the Board an emergency item involving rescinding the action taken at the January 2, 2008 Board meeting concerning the agreement between the City and Feather River Recreation and Park District in the matter concerning impact fees; it was seconded by Director Allen, and passed with the following vote:

Ayes: Thompson, Allen, Gill, Hill, Gurr

Noes:

Abstain:

Absent:

Director Thompson made a motion to rescind the action taken at the January 2, 2008 Board meeting concerning the agreement between the City and Feather River Recreation and Park District in the matter concerning impact fees; it was seconded by Director Allen, and passed with the following vote:

Ayes: Thompson, Allen, Gill, Hill, Gurr

Noes:

Abstain:

Absent:

16. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:43 PM.

The next regular Board meeting is scheduled for March 12, 2008. 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.

/s/
Monique Gurr, Chairman

Attest:

/s/
Bob Sharkey, Secretary