



## EASTERN PLUMAS RECREATION DISTRICT BOARD OF DIRECTORS

**Directors:** Margaret Garner, Tom Connolly, Terri Becky

### MINUTES FOR THE REGULAR MEETING

HELD TUESDAY, MAY 16, 2017 AT 6:30 PM

**MOHAWK COMMUNITY RESOURCE CENTER, 8989 HWY 89, BLAIRSDEN, CALIFORNIA**

1. **CALL TO ORDER AND ROLL CALL.** Present were Tom Connolly, Terri Becky, Mimi Garner
2. **APPROVAL of AGENDA.** The agenda was unanimously approved.
3. **APPROVAL OF MINUTES.** Approval of minutes of Special Meeting held April 26, 2017 was tabled until the June 21st Regular meeting.
4. **PUBLIC COMMENT:** There were no comments from the eight attendees.
5. **COMMUNICATIONS:** Report on Public records requests and other communications.
  - A. **Plumas Ski Club Membership and Financial Reporting.** Garner reported that she made a request from Don Fregulia, Junior to obtain a free PSC membership for the EPRD District. Don Jr. said once they find time later this summer they would consider it. In an email to Don Jr., Garner asked for all annual reports of income and expenses for 2014, 2015, 2016 and year to date of all events held by the PSC on behalf of the EPRD for the JHSB and to report of any outstanding funds being held by PSC for future JHSB improvements, etc.
  - B. **Plumas County Special District Association Meeting** Garner attended the meeting of the PCSDA held on Friday , May 12th. She reported that she has requested to become a member of the PCSDA executive board.
  - C. **CSDA meeting.** Garner reported on her meeting with CSDA representative , Dane Wadle, held on Friday, May 12th. The District is committing to an annual membership with 3 months free and 20% discount. Cost is around \$203.00.
  - D. **REQUEST FOR EPRD DOCUMENTS.** Garner reported that she had made a 2nd request of ex-Chairman Fregulia and Secretary Condliffe for electronic documents held by them.
  - E. **Other Communications or Announcements.**
    - a. Garner announced that she filed the EPRD's 2017 Census of Government, Survey of Public Employment & Payroll for this year. It reflected no payroll.
    - b. Garner reported that she would be meeting with John Sheehan regarding his understanding of the history of the Ski Bowl Negative Declaration, Business Plan, Plumas Ski Club involvement, Eureka State Park Lease/Concession Agreement.

### OLD BUSINESS

6. **Insurance Coverage.** Tom Connolly reported that two bids are still awaiting response

from CSDA and Flanigan and Levitt in Quincy. All data has been submitted to the two insurance companies. The Request for Proposal should be forthcoming very soon. Garner pointed out that nothing would be done on the Directors and Omissions insurance until a decision has been made on General Liability insurance as to the cost to secure. Garner requested that when the bids come in that a Special meeting be held to review and accept.

**7. Treasurer's Report.** Treasurer Terri Becky provided a Financial Update Report indicating that we have \$500 in Plumas Bank Petty Cash fund, \$366.86 in the PC Treasury Fund and we recently transferred from Pluma Bank \$2959.07 totaling \$3,825.93 on hand. Terri reported that we owed \$60.00 to Streamline Digital Deployment for website software, \$20.00 to PC Special District Association for annual dues and \$127.00 for CSDA dues which are not due for a couple of months because we got 3 month deferral for joining. This bill will increase when due to \$203.00 because it is billed one a year and will cover 18 months of dues. Terri confirmed that the Special District Financial Transaction Report for fiscal year 2015/2016 was completed and mailed to the State on 4/28 meeting the 4/30 deadline. Terri also confirmed that a new Plumas Bank account will be opened at end of the 6/30/2017 fiscal year. The report was unanimously accepted.

**8. Proposed Policy and Procedures, Amendments to the existing Rules and Regulations.** The board unanimously approved the Financial and Expenditures Policies provided by John Olofson. It included General Provisions, Revenues, Deposits & Allocations, Purchasing Authorization, Check Processing, Bank Reconciliation, Petty Cash amended to \$500.00 limit, EPRD Property, Contracts and Subcontracts, Insurance Policies, In-Kind Contributions, Loans, Grants and Contracts, Grant Reports, EPrD Projects and Operating Budgets and Audits.

Garner reported that other policies to be approved at future meetings include:

1. Fixed Assets Management Policies.
2. Brown Act Compliance Policies.
  - a. Where to post and publish all meetings of the District.
3. Conflict of Interest Policies.
4. Event Policies.
5. Officer's Duties.
6. Use of EPRD Name for fundraising and business cards and stationery format approval.
7. Website and WebMaster Policies.
8. Public Records Policies.
9. Rules and Regulations take 4/5th vote to change. Regular meeting to be changed to the 3rd Tuesday of each month.

## **NEW BUSINESS**

**9. SKI HILL COMMITTEE REPORT.** A discussion was had about the Ski Bowl Standing Committee. Tom reported that the committee still exists but that it has no Chairman or Vice Chairman because the two people holding those appointments had resigned. Tom reported and reminded the members of the PSC that the Intorf Lodge deck will be cordoned off where it is unsafe. The disposal of stored used oil will be removed once the ground has dried up to allow passage of a truck can get to the groomer barn. Future plans were discussed under item 10. Tom expressed that he wanted to work with the PSC and keep them informed.

**10. PLUMAS SKI CLUB PRESENTATION AND REPORT.** Don Fregulia, Jr., President of the PSC attended the meeting and offered to discuss and answer any questions that the board had. Discussions included future events to be held by the PSC at the Johnsville Historic Ski Bowl. Those events that were not held by the PSC this year including the Pizza Throwdown and SnowBall events were offered up to management by the District for the future. The PSC offered to let the SnowBall event to the EPRD as they felt that they were unable to pull it off. They stated that the Pizza Throwdown Event cost the vendors more than anticipated and that it would not be held this year. Garner and Connolly wondered how the PSC events could directly and financially benefit the operations and costs incurred by the EPRD. Tom pointed out that we would be having a discussion with the Eureka State Park authorities about event procedures at the park.

**11. EUREKA STATE PARK ATTENDANCE REPORT DUE JUNE 7.** Garner reported that the 2016 Attendance Report has yet to be completed and that she was working on submitting that at the June 7th State Park meeting.

### **CLOSED SESSION**

**12. PERSONNEL ISSUE. UNEMPLOYMENT CLAIM. Bardet vs. CA Unemployment Department.** Update on pending status.

**13. REAL PROPERTY NEGOTIATIONS. Discussion negotiating terms of the District's agreement with the California State Parks with regards to the real and personal property at Johnsville Historic Ski Bowl located within Eureka State Park, Johnsville, CA.**

### **REOPEN REGULAR MEETING.**

**14. Report to the public the actions taken by the board during the closed session meeting.**  
The only actions taken during the closed session was to continue to investigate the claims from the EDD and find out more about how to resolve the Bardet issues.

**15. AGENDA ITEMS AND DATE FOR NEXT MEETING.**

- **GOALS AND OBJECTIVES.** Open a discussion on EPRD future goals and objectives.

**16. ADJOURNMENT.**

Note: Agenda prepared and posted by Chairman Margaret Garner. Posted at the post offices in Graeagle, Clio and Portola and the Mohawk Community Resources Center on afternoon of MAY 12, 2017.