

**GEORGETOWN DIVIDE RECREATION DISTRICT  
BOARD OF DIRECTORS MEETING**

**July 28, 2011**

**Greenwood Community Center  
4401 Highway 193, Greenwood, CA**

**MINUTES**

**CALL TO ORDER – OPEN SESSION** – 5:02pm Call to Order by Chair Spencer.

**ATTENDANCE;**           **Present:**       Adams, Sartori, Spencer, Syversen  
                                  **Absent:**         none

**ADOPTION OF AGENDA**

**Action:** M/S/V Adams/Syversen/4-0 to approve agenda as published.

**CLOSED SESSION** – The Board met in closed session at 5:05pm to 7:15pm pursuant to Section 54956.8 (of the Ralph M. Brown Act) to meet with its legal counsel, and its negotiator, Carl Clark, to receive information, grant authority, and provide instructions, regarding pending litigation and the price and terms for the purchase of real property re:

1. Public Employee Discipline/Dismissal/Release
2. Conference with Legal Counsel – Anticipated Litigation significant exposure to litigation - one case.
3. Recreation Center / Aquatic Center facilities project contracts
4. Consider initiation of one legal action.

**REGULAR SESSION** – 7:20 PM call to order by Chair Spencer

Board Chair reported no reportable action in Closed Session.

**PUBLIC COMMENT:** none

**ACTION ITEMS:**

**1. RECREATION AND COMMUNITY SPOTLIGHT**

**Recreation Program Monthly Spotlight – Recreation Supervisor**

**Community Services /Maintenance Monthly Spotlight – Community Services Supervisor**

**Community Partnership Program action items:**

- **Approval of renewal or modification of various Community Partner Program agreements**

**Action:** M/S/V Syversen/Adams/ 4-0 to approve renewal for Divide Horsemen’s Association, Friends of American River Charter, and Georgetown Divide Ready By 21.

**Action:** M/S/V Adams/Sartori/ 4-0 to approve modification of agreement with Friends of the Bayley House adding use of portable light standard for Barn Dance.

- **Approval of new Community Partner Program agreements**

**Action:** none

**2. Report and update on State grant funded Aquatic Facilities / Recreation Center projects including site of facilities.**

**Action:** M/S/V /Adams/Syversen 4-0 to deny request to extend deadline for submittal of proposals

**Action:** M/S/V /Sartori/Adams/ 4-0 to set a Special Meeting on 8/18/11 6pm to set a conduct interviews of three firms submitting proposals.

**3. Consider possible installation of trees around play structures in District park facilities and proposal from Divide Garden Club to apply for grant funding in partnership with GDRD for tree installation.**

**Action:** M/S/V /Sartori/Adams/ 4-0 to approve support for the Garden Club application.

**4. Personnel Policy and review process.**

**Action:** M/S/V Adams/Syversen/ 4-0 to approve change in Grievance Policy wording Section 2180.4.1.1 to read If the grievant reports directly to the General Manager and the grievance has not been resolved at Level 1, the grievant may move directly to Level III, Policy #2180.4.3 and #2180.4.3.1.

**Action:** M/S/V Adams/Sartori 4-0 to establish an Ad Hoc Personnel Committee to conduct interview interviews with staff members related to Personnel Policy and other issues. Chairperson Spencer appointed Directors Adams and Syversen to the Committee.

**5. Black Oak Mine Unified School District.**

**Action:** M/S/V/Sartori/Adams 4-0 to establish an Ad Hoc Committee for BOMUSD facilities. Chairperson Spencer appointed Directors Sartori and Spencer on the Ad Hoc Committee.

**6. Garden Valley Park Stage renovation project status.**

**Action:** M/S/V/Adams/Syversen. 4-0 to approve contract with Callendar Associates for work to obtain the SUP for Garden Valley Park not to exceed \$1,500 leaving \$1,000 for construction materials and work if necessary for the project.

**7. Consider changes in deductible amounts for CAPRI Liability and Property coverage.**

**Action:** none

**8. Review Facility/Equipment Rental, Program Pricing, and Recreation Fund support practices a**

**Action:** no formal action. Direction to staff to bring proposals and recommendations back to a future Board meeting.

**9. Review Masonic Building and park maintenance.**

**Action:** Following receiving a letter from Masons through Director Sartori, direction to GM to prepare a response to the Masons for signature by Directors Spencer and Sartori and to bring back a report on the progress of maintenance of the GTCC at the August meeting.

**PLANNING COMMENTS**

- a. Report on EDC Airport Land Use Compatibility Plan Working Group progress.
- b. Receive Draft Needs Analysis for El Dorado County Parks and Trails Master Plan.

**Action:** no action.

**CONSENT AGENDA**

- A. Approve the payment of Claim Vouchers and Journal Entries for 7/1/11 in the amount of \$7,188.41; 7/15/11 in the amount of \$2,836.27; 7/16/11 in the amount of \$7,377.82; and \$241.27 in Journal Entries.
- B. Recognize total revenue deposits of \$1,052.46; \$688.59 in program revenue, \$363.87 in GDRD facility rental; \$0.00 in BOMUSD facility rental; and \$0.00 Recreation Fund transfer.
- C. Approve the minutes for meetings of 6/23/11.
- D. Receive Monthly Financial Report
- E. Receive Safety Committee minutes of 6/28/11.
- F. Acknowledge receipt of Correspondence as listed.
- G. Approve year-end budget adjustments between accounts in General Fund and Recreation Fund resulting in \$0 net increase/decrease of overall budget.
- H. Approve modified letter of engagement for annual audit services by Vaughn Johnson, CPA.
- I. Receive Certificate of Completion from El Dorado LAFCO, re: GDPUD Annexation of Buckeye Parcels, LAFCO Project # 2010-02.
- J. Authorize ballot for CAPRI Board of Directors to be cast for Arden Park and Orangevale RPD.

**Action:** M/S/V/Syversen/Adams 4-0 to approve Consent Items.

**REPORTS RECEIVED:** General Manager reported that he would be out of the office 8/2-8/5; Maintenance Supervisor recruitment and interview process.

**Board reports** – Adams reported on the progress of obtaining a Special Use Permit allowing a Caretaker trailer at Bayley Park, Barn Dance plans; Syversen no report; Sartori asked that a Pizza class incident be reviewed about Mike’s comments to Barbary Ritchie, bat relocation at the Old Schoolhouse; and Spencer no report.

**ADJOURNMENT** - Chair Prunella adjourned the meeting at 9:55pm

Submitted by \_\_\_\_\_  
Carl Clark, Secretary/Clerk to the Board of Director