

**REGULAR MEETING AGENDA**  
**Rohner Community Recreation and Park District (RCRPD) Board**  
**Wednesday, November 7, 2018 at 2:30 P.M.**  
**621 11<sup>TH</sup> Street at Fortuna City Hall**

We May Disagree, But We Will Be Respectful of One Another  
 All Comments Will Be Directed to the Issue at Hand, and Addressed to the Board  
 Personal Attacks are Unacceptable  
***The Board May Take Action on any Item on this Agenda.***

**I. CALL TO ORDER / FLAG SALUTE 2:30 PM**

**ROLL CALL**

| <b><u>Board</u></b>          | <b><u>Staff</u></b>                      |
|------------------------------|--|
| Board Member Shawn Coleman   | Interim City Manager Merritt Perry       |
| Board Member Becky Giacomini | Deputy City Clerk Buffy Gray             |
| Board Member Denise Marshall | Parks & Recreation Director Cameron Mull |
| Vice-Chair Jacques Debets    |  |
| Chair Abe Stevens            |  |

**II. ORAL COMMENTS FROM THE PUBLIC**

*Members of the Public may be heard at this time on any item within the subject matter jurisdiction of the City that is not on the Public Meeting Agenda. It is the practice of this Board to hold public comment for every item of business on the agenda at the time that item is heard. If a speaker cannot stay for a particular item of business, they may be heard during this time. Comments concerning the Consent Calendar (if applicable) may also be heard at this time. Speakers addressing the Board will be limited to 3 minutes per speaker. Be advised that, by law, the Board can only deliberate or take action on items that are included on the agenda.*

**III. CONSENT CALENDAR** *(Consent Calendar Vote)*

1. RCRPD Minutes – October 3, 2018 (Regular Meeting)

**IV. RCRPD BUSINESS**

- A. Consider Approving a Domain Name for the Construction of a RCRPD Website *(No attachment)*
- B. Consider Approving the Draft Request for Proposals and Proceed with Submittals for an Aquatic Facility Feasibility Study

**V. DISCUSSION** *(No Action required)*

1. Update on Proposition 68, Parks and Water Bond Act of 2018 Funds
2. Discussion Regarding Obtaining Assistance with Grant Writing
3. Senate Bill (SB) 1029 North Coast Railroad Authority

**VI. FUTURE AGENDA ITEMS**

*At this time, members of the Board may consider or request items to be placed on a future agenda through a consensus of the majority.*

**VII. ADJOURN**

Pursuant to Government Code Section 54957.5, any non-confidential documents or writings that the City distributes, less than 72 hours before a regular meeting, to all or a majority of the legislative body's members must be made available to members of the public at the same time as the distribution. Documents and information related to the agenda topics are available for review at City Hall, 621 11<sup>th</sup> Street, between the hours of 8:00 AM to 5:00 PM. Members of the public are invited to come to the meeting and comment. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at 725-7600. Notification prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

Buffy Gray  
Deputy City Clerk

*Draft REGULAR MEETING MINUTES  
Rohner Community Recreation and Park District Board (RCRPD)  
Wednesday, October 3, 2018 at 2:30 P.M.  
621 11<sup>TH</sup> Street at Fortuna City Hall*

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We May Disagree, But We Will Be Respectful of One Another  
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***The Board May Take Action on any Item on this Agenda.***

**I. CALL TO ORDER:**

Chair Stevens called the Public Session to order at 2:30 p.m.

**FLAG SALUTE**

Board Member Board Member Marshall led the flag salute.

**ROLL CALL**

| <b>Board</b>                               | <b>Staff</b>                                |
|--|---|
| Board Member Shawn Coleman <i>Absent</i>   | Director of Parks & Recreation Cameron Mull |
| Board Member Becky Giacomini <i>Absent</i> | Deputy City Clerk Buffy Gray                |
| Board Member Denise Marshall               | Finance Director Aaron Felmlee              |
| Vice-Chair Jacques Debets                  |   |
| Chair Abe Stevens                          |   |

**II. ORAL COMMENTS FROM THE PUBLIC**

Chuck Dwelley a member of the public spoke on a public pool and the possibility of collaborating with HealthSport to help support the pool.

There being no other comments from the public, Chair Stevens closed the public comment section.

**III. CONSENT CALENDAR**

1. RCRPD Minutes – September 5, 2018 (Regular Meeting)

**BOARD ACTION:**

Board Member Marshall moved, seconded by Vice-Chair Debets to approve Consent Calendar Item 1.

AYES: Board Members Marshall, Vice-Chair Debets, Chair Stevens

NOES: None

ABSENT: Board Members Coleman, Giacomini

ABSTAIN: None

Motion Carried 3-0

**IV. RCRPD BUSINESS**

**A.** Approval of the Fiscal Year (FY) 2018-19 Budget

**STAFF RECOMMENDATION:**

Staff recommends that the RCRPD Board review the proposed FY2018-19 budget, make recommendations on any revisions, and adopt a FY2018-19 budget.

**STAFF REPORT:**

The Board received a written and oral report from Parks and Recreation Director Cameron Mull and Finance Director/Finance Officer Aaron Felmlee.

**PUBLIC COMMENT:**

There being no comments from the public, Chair Stevens closed the public comment section.

**BOARD ACTION:**

Vice-Chair Debets moved, seconded by Board Member Marshall to adopt the FY2018-19 Budget as amended by the Board. Voice vote.

AYES: Board Members Marshall, Vice-Chair Debets, Chair Stevens

NOES: None

ABSENT: Board Members Coleman, Giacomini

ABSTAIN: None

Motion Carried 3-0

**V. DISCUSSION**

**1. Update on Proposition 68**

Parks and Recreation Director Cameron Mull provided an update on Prop. 68.

**PUBLIC COMMENT:**

There being no comments from the public, Chair Stevens closed the public comment section.

**2. Request For Proposals (RFP) for a Swimming Pool Feasibility Study**

The Board discussed having a subcommittee to create an RFP for a Swimming Pool Feasibility Study.

**PUBLIC COMMENT:**

There being no comments from the public, Chair Stevens closed the public comment section.

**BOARD ACTION:**

Board Member Marshall moved, seconded by Vice-Chair Debets to create a subcommittee to create and send out a Request For Proposals for a Swimming Pool Feasibility Study and the subcommittee members will be Chair Stevens and Vice-Chair Debets.

AYES: Board Members Marshall, Vice-Chair Debets, Chair Stevens

NOES: None

ABSENT: Board Members Coleman, Giacomini

ABSTAIN: None

Motion Carried 3-0

### 3. Development of a Website and Social Media Outreach

The Board discussed the development of a website and Chair Stevens volunteered his time to create the website and bring back to the Board for approval at the next regular meeting.

#### **PUBLIC COMMENT:**

There being no comments from the public, Chair Stevens closed the public comment section.

### **VI. FUTURE AGENDA ITEMS**

The Board requested the following items be placed on a future agenda:

- Prop 68
- Development of a website (Business Item)
- Request For Proposals Update
- Grant Writers Update
- SB1029

### **VII. ADJOURN**

Board Member Marshall moved, seconded by Vice-Chair Debets to adjourn at 3:39 p.m. Motion Carried 3-0

Respectfully Submitted by  
Buffy Gray  
Deputy City Clerk

**STAFF REPORT**  
***Rohner Community Recreation & Park District (RCRPD)***  
***Business Agenda Item***

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**DATE:** November 7, 2018

**TO:** Rohner Community Recreation & Park District Board

**FROM:** Cameron Mull, Director of Parks & Recreation

**THRU:** Merritt Perry, Interim City Manager

**SUBJECT:** **Approval of Draft Request for Proposal (RFP) for Aquatic Facility Feasibility Study**

**STAFF RECOMMENDATION:**

Consider approving the draft RFP presented by the RCRPD subcommittee for an aquatic feasibility study.

**EXECUTIVE SUMMARY:**

Sample RFP's were presented to the Board by city staff at the 10/3/18 RCRPD meeting as templates for the creation of a draft Request For Proposals (RFP) for selection of a consultant to perform a feasibility study for a potential aquatic facility in Fortuna. Chair Stevens and Board Member Debets were selected as subcommittee members at the 10/3/18 meeting for devising a draft and presenting it to the RCRPD Board.

**FISCAL IMPACT:**

None at this time, but future anticipated costs will be associated with a consultant, after the RFP's are returned, and that business has been identified.

**RECOMMENDED ACTION:**

1. Receive staff presentation and review questions with staff.
2. Open Public Comment.
3. Close Public Comment.
4. Motion to approve the draft RFP presented by the RCRPD subcommittee for an aquatic feasibility study. Voice vote.

**STAFF REPORT**  
***Rohner Community Recreation & Park District (RCRPD)***  
***Discussion Agenda Item***

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**DATE:** November 7, 2018  
**TO:** Rohner Community Recreation & Park District Board  
**FROM:** Cameron Mull, Director of Parks & Recreation  
**THRU:** Merritt Perry, Interim City Manager  
**SUBJECT: Update on Proposition 68, Parks and Water Bond Act of 2018 Funds**

**STAFF RECOMMENDATION:**

Staff recommends the RCRPD Board review the information regarding Proposition 68 funding.

**EXECUTIVE SUMMARY:**

There have been no significant updates since the last RCRPD 10/3/18 meeting regarding proposition 68 fund allocations. In review of the last update for the per capita (non-competitive) program, draft guidelines will be presented for public review and comment in the fall of 2018. Also in fall of 2018, the state will begin determining allocations, as well as resolving situations where two or more eligible entities serve the same populations. In the spring or summer of 2019, allocations will be announced, a final guide will be released, and grant administration workshops will be available for eligible entities. The RCRPD Board is again encouraged to review the competitive grant programs from Prop 68 funds for additional funding beyond the per capita program.

**FISCAL IMPACT:**

None at this time.

**STAFF REPORT**  
***Rohner Community Recreation & Park District (RCRPD)***  
***Discussion Agenda Item***

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**DATE:** November 7, 2018  
**TO:** Rohner Community Recreation & Park District Board  
**FROM:** Cameron Mull, Director of Parks & Recreation  
**THRU:** Merritt Perry, Interim City Manager  
**SUBJECT:** Grant Writer

**STAFF RECOMMENDATION:**

Staff recommends the RCRPD Board discuss the potential for utilizing a contracted grant writer for securing funding to achieve RCRPD goals.

**EXECUTIVE SUMMARY:**

At the 10/3/18 RCRPD Board meeting, Chair Stevens requested for discussion the possibility of hiring a grant writer or consultant in an attempt to assist with potentially securing significant grant funding in order to achieve goals set by the RCRPD Board. City staff will present research and findings on costs associated with utilizing grant writing services for non-profit entities such as RCRPD for review and discussion.

**FISCAL IMPACT:**

None at this time.



**STAFF REPORT**  
***Rohner Community Recreation & Park District (RCRPD)***  
***Discussion Agenda Item***

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**DATE:** November 7, 2018  
**TO:** Rohner Community Recreation & Park District Board  
**FROM:** Cameron Mull, Director of Parks & Recreation  
**THRU:** Merritt Perry, Interim City Manager  
**SUBJECT:** Senate Bill 1029

**STAFF RECOMMENDATION:**

Staff recommends the RCRPD Board review the information regarding Senate Bill 1029.

**EXECUTIVE SUMMARY:**

The California Senate unanimously approved Senate Bill 1029 on August 22, 2018 to create “The Great Redwood Trail”, which would turn the 300-mile long railway no longer in use by the North Coast Railroad Authority (NCRA) into a trail, connecting San Francisco to Arcata. The northern segment, from Willits to Arcata, would be transferred to the Great Redwood Trail Agency, and the southern segment managed by the Sonoma Marin Area Trail Agency, in which the NCRA would then be dissolved through SB 1029. Once completed, the trail is projected to have a significant positive impact on economies in north coast communities. California outdoor recreation generates over \$92 billion per year, is responsible for nearly 700,000 jobs with over \$30 billion in wages, and brings over \$6 billion in tax revenues to state and local communities. The NCRA has significant financial debt, which would need to be resolved as a first step, and Senator Mike McGuire is continuing to meet with state government agencies, land owners, trail advocates, and transportation officials on a plan to work out the NCRA’s financial debt and devise a plan to move forward with the trail system.

**FISCAL IMPACT:**

None at this time, but anticipated revenues from tourism when trail is finished.