

ORANGEVALE RECREATION & PARK DISTRICT

Minutes of Meeting of Board of Directors June 10, 2010

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on Thursday, June 10, 2010 at the District Office. Chairperson Stickney called the meeting to order at 6:32 p.m.

Directors present: Stickney, Brunberg, Hawkins, Caldwell

Directors absent: Meraz

Staff present: Greg Foell, District Administrator
Chuck West, Parks Superintendent
Patty O'Connor, Minute Clerk
Cynthia Wheat, Finance and Personnel Supervisor
Cindy Turner, Recreation Superintendent

(DIRECTOR BRUNBERG HAD TO LEAVE THE MEETING. DIRECTOR HAWKINS WAS APPOINTED SECRETARY IN HER ABSENCE)

3. **PLEDGE OF ALLEGIANCE** The Pledge of Allegiance was conducted.
4. **APPROVAL OF AGENDA** The agenda was approved as presented.
5. **PUBLIC DISCUSSION** The public present did not wish to address the Board.
6. **MINUTES**
MOTION #1
 - a) Minutes of May 13, 2010 Regular Meeting: Upon a motion by Director Caldwell, seconded by Director Hawkins, the minutes of May 13, 2010 were approved by a vote of 3-0.
7. **CORRESPONDENCE**
MOTION #2
 - a) Confidential Envelope – Attorney Billing April 2010: Upon a motion by Director Hawkins, seconded by Director Caldwell, the billing was approved by a 3-0 vote.

8. CONSENT MATTERS –
GENERAL FUND

MOTION #3
- a) Ratification of Claims for May 2010: Upon a motion by Director Hawkins, seconded by Director Stickney, it was approved by a 3-0 roll call vote to accept and ratify the Claims.
- b) Budget Status Report for May 2010: For information.
- c) Revenue Report for May 2010: For information and review.
- 8.1. OLLAD CONSENT MATTERS

MOTION #4
- a) Ratification of Claims for May 2010: Upon a motion by Director Caldwell, seconded by Director Hawkins, it was approved by a 3-0 roll call vote to accept and ratify the Claims.
- b) Budget Status Report for May 2010: For information and review.
- 8.2. KENNETH GROVE CONSENT MATTERS

MOTION #5
- a) Ratification of Claims for May 2010: Upon a motion by Director Hawkins, seconded by Director Caldwell, it was approved by a 3-0 roll call vote to accept and ratify the claims.
- d) Budget Status Report for May 2010: For information and review.
9. STANDING COMMITTEE REPORTS
- a) Administration and Finance: No report.
- b) Maintenance and Operation: No report.
- c) Recreation Committee: No report.
- d) Personnel & Policy: No report.
- e) Government: No report.
- f) Planning: No report.
- g) Trails: The Trails committee meeting was set for June 18 with Directors Brunberg and Hawkins.
- h) Ad Hoc Committee Reports:

10. ADMINISTRATOR'S REPORT
- a) Monthly Activity Report – May 2010: A staff report was provided.
 - b) Electronic Sign Update: Process is ongoing. Has been approved and staff is working with planners on size and wording.
 - c) Almond Avenue Walkway Update: SMUD has completed their work and the walkway is up and running.
 - d) Master Plan Update: The survey has been sent to residents.

11. UNFINISHED BUSINESS
- a) None to discuss.

12. NEW BUSINESS

MOTION #6

- a) Approval of Resolution 10-06-412C Resolution of Intention to Levy Assessments for Fiscal Year 2010-11, Preliminary Approving Engineer's Report and Providing for Notice of Hearing for the Orangevale Landscaping and Lighting Assessment District (OLLAD): Upon a motion by Director Caldwell, seconded by Director Hawkins, it was voted 3-0 to approve Resolution 10-06-412C.

MOTION #7

- b) Approval of Resolution 10-06-413 Resolution of Intention to Levy Assessments for Fiscal Year 2010-11, Preliminary Approving Engineer's Report and Providing for Notice of Hearing for the Kenneth Grove Landscaping and Lighting Assessment District: Upon a motion by Director Hawkins, seconded by Director Caldwell, it was voted 3-0 to approve Resolution 10-06-413.

MOTION #8

- c) Approval of Resolution 10-06-414, Resolution Adopting the Orangevale Recreation and Park District Final Budget and Appropriation Limit for General Fund for Fiscal Year 2010/11: The budget of \$2,405,390 was presented and discussed. Director Caldwell recommended the Government Code Section be added to the Appropriations Limit Schedule. Upon a motion by Director Hawkins, seconded by Director Caldwell, it was voted 3-0 to approve Resolution 10-06-414.

MOTION #9

d) Approval of Resolution 10-06-415C, Resolution Adopting the Orangevale Landscaping and Lighting Assessment District Final Budget for Fiscal Year 2010/11: The budget in the amount of \$546,500 was presented and discussed. Upon a motion by Director Hawkins, seconded by Director Caldwell, it was voted 3-0 to approve Resolution 10-06-415C.

MOTION #10

e) Approval of Resolution 10-06-416, Resolution Adopting the Kenneth Grove Landscaping and Lighting Assessment District Final Budget for Fiscal Year 2010/11: The budget of \$14,880 was presented and discussed. Upon a motion by Director Caldwell, seconded by Director Hawkins, it was voted 3-0 to approve Resolution 10-06-416.

MOTION #11

f) Approval of Amendment for Final 9 Sports Concessionaire Agreement: The Amendment to the Final 9 Sports Agreement was prepared upon the recommendation of auditor Larry Bain. The concessions and tournaments were separated, and water and trash costs were included in the monthly rental fee. Upon a motion by Director Hawkins, seconded by Director Caldwell, it was voted 3-0 to approve the Amendment to the Final 9 Sports Concessionaire Agreement.

g) Presentation of the Components of CWORKS Maintenance Management Software: Hannah Evans spent considerable time researching maintenance management software and it was determined CWORKS was the best for the District's needs. She gave a thorough presentation to the Board regarding all aspects of the software including assets, locations, preventative maintenance task list, purchasing, material, reports and vendor list. Staff agreed they want to use the software effectively. All information has been entered into the program and all agreed it would be a good maintenance tool. The Board commended Hannah and Supt. West on their hard work.

h) Facility Amenities Forms: Reviewed for information only.

i) Capital Replacement Scheduled – Progress to

Date: It was agreed this document will be usable tool for projecting capital replacement.

- j) Set Date for Policy Manual Update Workshop: The Workshop was scheduled for July 1, 2010 at 6:30 p.m.
- i) May Sacramento County Sheriff Off Duty Park Report: The report was presented and reviewed.

13. DIRECTORS AND STAFF
COMMENTS

Supt. Turner provided an overview of programs including day camp (slow – now at half capacity), swim lessons and teams (good). She presented very informative graphs on the revenue.

Admin. Foell reported he gave a general presentation on the District's activities to the Rotary Club.

Supervisor Wheat reported she will take the final budget to the County. They are awaiting Period 13 information.

Supt. West reported plans are underway for an upcoming park dedication to Norma Hamlin who is not in good health. It was the Board consensus to plan the event with approval in July.

Supt. West reported Pow Wow days was very successful. The Helping Hands project was also a success.

Supt, West report vandalism is on the increase. Almond Avenue Park has been greatly used. Solar powered irrigation at Snipes Pershing is underway.

Director Stickney agreed Pow Wow Days was a good event.

Director Hawkins thanked Hannah and Supt. West for their work on the software. He also commended staff on the maintenance of the fencing at Filbert and Oak.

Director Caldwell appreciated the good news about the swim team having good participation.

14. ITEMS FOR NEXT AGENDA Electronic Sign.
15. ADJOURNMENT With no further business to discuss, the open session of the general meeting of the Board of Directors was adjourned at 7:53 p.m.

Mike Stickney, Chairperson