

**ORANGEVALE RECREATION AND PARK DISTRICT
BOARD OF DIRECTORS MEETING
THURSDAY, NOVEMBER 14, 2013
6:30 p.m.**

**LOCATION:
6826 Hazel Ave.
Orangevale, CA 95662**

NOTE: The Board of Directors may take up any Agenda item at any time, regardless of the order listed. Action may be taken on any item on the Agenda.

1. CALL TO ORDER

2. ROLL

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF AGENDA

5. PUBLIC DISCUSSION

Any person may address the board upon any subject within the jurisdiction of the Orangevale Recreation and Park District with each speaker being limited to three minutes. However, the Chairperson can impose reasonable limitations to the maximum time per person and per agenda item to allow the Board to complete its business. Any matter that requires action will be referred to staff or committee for a report and action at a subsequent meeting.

6. MINUTES

a. Approval of minutes of September 12, 2013 meeting (pg 1-4)

7. CORRESPONDENCE

- a. Confidential envelope – Attorney billing August 2013
- b. Confidential envelope – Attorney billing September 2013
- c. Thank you to Chuck West and Scott Wade regarding work at Pecan Park (pg 5)

8. CONSENT CALENDAR: Reading/Opportunity to Pull Items for Discussion/Board Action

Consent items are considered routine and are intended to be acted upon in one motion, without discussion. During this portion of the meeting, the Consent Calendar will be read aloud. Prior to approval, the Chairperson will give the Board, staff, and public the opportunity to pull any item for discussion. The remaining Calendar will be acted upon. Any pulled items will then be heard and acted upon individually.

8.1 CONSENT MATTERS GENERAL FUND

- a. Ratification of Claims for August 2013 (pg 6-7)
- b. Budget Status Report for August 2013 (pg 8-10)
- c. Revenue Report for August 2013 (pg 11)
- d. Ratification of Claims for September 2013 (pg 12-13)
- e. Budget Status Report for September 2013 (pg 14-16)
- f. Revenue Report for September 2013 (pg 17)
- g. Ratification of Claims for October 2013 (pg 18-19)
- h. Budget Status Report for October 2013 (pg 20-22)
- i. Revenue Report for October 2013 (pg 23)

8.2 OLLAD CONSENT MATTERS

- a. Ratification of Claims for August 2013 (pg 24-25)
- b. Budget Status Report for August 2013 (pg 26-27)
- c. Ratification of Claims for September 2013 (pg 28-29)
- d. Budget Status Report for September 2013 (pg 30-31)
- e. Ratification of Claims for October 2013 (pg 32-33)
- f. Budget Status Report for October 2013 (pg 34-35)

8.3 KENNETH GROVE CONSENT MATTERS

- a. Ratification of Claims for August 2013 (pg 36)
- b. Budget Status Report for August 2013 (pg 37)
- c. Ratification of Claims for September 2013 (pg 38)
- d. Budget Status Report for September 2013 (pg 39)
- e. Ratification of Claims for October 2013 (pg 40)
- f. Budget Status Report for October 2013 (pg 41)

9. STANDING COMMITTEE REPORTS

- a. Administration & Finance
- b. Maintenance & Operation
- c. Recreation Committee
- d. Personnel & Policy
- e. Government
- f. Planning Committee
- g. Trails Committee

10. ADMINISTRATOR'S REPORT

- a. Monthly Activity Report – September 2013 (pg 42-44)
- b. Monthly Activity Report – October 2013 (pg 45-48)
- c. Discussion regarding Recreation Superintendent Position
- d. Green Oaks/ORPD Property Line Adjustment
- e. Update on Recreation Trails Access Trail Project
- f. Update on Property North of Community Center
- g. Update on Oak and Filbert Pathway Repairs
- h. Update on Escallonia Properties
- i. Chuck West FEMA “Incident Command” and “Incident Mgmt” Recertification (pg 49-50)

11. UNFINISHED BUSINESS

12. NEW BUSINESS

- a. Letters from Terry Benedict (pg 51-55)
 1. Requesting the District Cease and Desist from allowing employees to smoke on District property against the District’s Personnel Manual.
 2. Letter from Terry Benedict Requesting the District Cease and Desist from violating the District’s Operational Policies and Procedures: Responding to Requests for Public Records.
- b. Discussion and Possible Approval of the Agreement to provide ADA Assessment Services with Disability Access Consultants, LLC (pg 56-94)
- c. Ratify Approval of the second Agreement with Killinger Excavating to Provide Grading Services at Orangevale Community Center Park (pg 95-107)
- d. Approval of Agreement with Killinger Excavating to Provide Block Fencing Removal and Base Rock Installation at Orangevale Community Park (pg 108-121)
- e. Approval of Resolution 13-11-506, Resolution Authorizing the Disposal of Surplus Property (pg 122-124)
- f. Approval of Resolution 13-11-507, Resolution to Adjust the Final General Fund Budget to Include Transfer of \$77,000 from the General Fund to the General Reserve (pg 125-126)
- g. Approval of Agreement with Rua & Son Mechanical to Provide Roofing Repair Services at the Orangevale Community Center in the amount of \$4,470 (pg 127-138)
- h. Approval of Agreement with Legacy Roofing and Waterproofing to Provide Roofing Repair Services at the Orangevale Community Center in the amount of \$4,380 (pg 139-150)
- i. Approval to Install Comcast Internet/Phone service to the Orangevale Community Center and Activity Building (pg 151-152)
- j. Discussion of ORPD Anniversary Celebration
- k. In Remembrance of Recreation Superintendent Cindy Turner

13. **DIRECTOR'S AND STAFF'S COMMENTS**

14. **CLOSED SESSION**

- a. Closed Session pursuant to Government Code Section 54957
Public Employee Performance Evaluation: District Administrator

15. **RESUME PUBLIC SESSION & ANNOUNCE ACTIONS FROM CLOSED SESSION**

16. **ITEMS FOR NEXT AGENDA**

17. **ADJOURNMENT**

NOTICE:

As presiding officer, the Chair has the authority to preserve order at all Board of Directors meetings, to remove or cause the removal of any person from any such meeting for disorderly conduct, or for making personal, impertinent, or slanderous remarks, using profanity, or becoming boisterous, threatening or personally abusive while addressing said Board, and to enforce the rules of the Board.

People with disabilities may request accommodations such as interpreters, alternative formats, or assistance with physical accessibility. Requests for accommodations must be made with 72 hours prior notice. If you require accommodations, please contact the Orangevale Recreation & Park District main office at (916) 988-4373.

Directors can be reached at:

Manie Meraz: jmmeraz@surewest.net

Steve Caldwell: steveanddanac@comcast.net

Lisa Montes: lmontes@comcast.net

Mike Stickney: michaelstckny@aol.com

Sharon Brunberg: sharonb@surewest.net