

ORANGEVALE RECREATION & PARK DISTRICT

Minutes of Meeting of Board of Directors February 10, 2011

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on Thursday, February 10, 2011 at the District Office. Director Stickney called the meeting to order at 6:33 p.m.

Directors present: Stickney, Brunberg, Hawkins, Caldwell, Meraz

Staff present: Greg Foell, Administrator
Chuck West, Parks Superintendent
Cindy Turner, Recreation Superintendent

3. **PLEDGE OF ALLEGIANCE** The Pledge of Allegiance was conducted.
4. **APPROVAL OF AGENDA** Director Brunberg requested the removal of Item 12a and to place it on the March agenda. The Board agreed with the revised agenda.
5. **PUBLIC DISCUSSION** The public present did not wish to address the Board at this time.
6. **MINUTES**
 - a) **Minutes of January 13, 2010 Regular Meeting:** Upon a motion by Director Caldwell, seconded by Director Brunberg, the minutes of January 13, 2010 were approved by a vote of 5-0.
 - b) **Minutes of January 20, 2010 Special Meeting Workshop:** Upon a motion by Director Brunberg, seconded by Director Hawkins, the minutes of January 20, 2010 were approved by a vote of 5-0.
7. **CORRESPONDENCE**
 - a) **Confidential Envelope – Attorney Billing December 2010:** Upon a motion by Director Meraz, seconded by Director Brunberg, the billing was approved by a 5-0 vote.
 - b) **CARPD Environmental Report Card:** Report card was received with a total of 66/99 points. Improvement areas will be looked at.

8. **CONSENT MATTERS –
GENERAL FUND**
MOTION #4
- a) Ratification of Claims for January 2010: Multiple transfers were noted from OLLAD to the General Fund. Upon a motion by Director Brunberg, seconded by Director Hawkins, it was approved by a 5-0 roll call vote to accept and ratify the Claims.
 - b) Budget Status Report for January 2010: For information and review.
 - c) Revenue Report for January 2010: For information and review. First tax payment received. The Finance Committee will meet next month to review mid-year.
- 8.1. **OLLAD CONSENT MATTERS**
MOTION #5
- a) Ratification of Claims for January 2010: Upon a motion by Director Brunberg, seconded by Director Caldwell, the claims were ratified by a roll call vote of 5-0.
 - b) Budget Status Report for January 2010: For information and review.
- 8.2. **KENNETH GROVE CONSENT MATTERS**
MOTION #6
- a) Ratification of Claims for January 2010: Upon a motion by Director Brunberg, seconded by Director Caldwell, it was approved by a 5-0 roll call vote to accept and ratify the claims.
 - d) Budget Status Report for January 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: The items discussed in the meeting will be discussed under Item. 12c.
 - e) Government: There was no report.
 - f) Planning: There was no report.
 - g) Trails Committee: There was no report.
 - h) Ad Hoc Committee Reports: There was no report.

10. **ADMINISTRATOR'S REPORT**
- a) Monthly Activity Report – January 2011: A staff report was provided.
 - b) GASB 54 Update: Draft policy developed with CPA Larry Bain discussed with the County. Awaiting County to complete their update. Non-consequential for the district and used to identify reserve funds to cover liabilities.
 - c) Set Date for Recreation, Trails and Finance Committee Meeting: Recreation: February 17, 2011; Finance (Hawkins & Caldwell): Wednesdays best; Trails (Stickney & Meraz): No Tuesday or Friday. Dates will be determined.
 - d) Chuck West – Aquatic Energy Auditor Certificates: Received a scholarship to attend this class sponsored by SMUD.
 - e) Kids & Art Activity Information: Very well attended event.
 - f) CPRS Conference – March 9-11: It was determined it would be appropriate to move the March meeting to the 3rd so everyone can attend the event if they choose to. Staff should be able to get Exhibit Hall passes for the Board to attend.

11. **UNFINISHED BUSINESS**
- a) None to discuss.

12. **NEW BUSINESS**
- a) Approval of Orangevale Recreation and Park District Fiscal Audit – June 30, 2010: This item was tabled to the March meeting.
 - b) Application for Renaming Snipes Pershing Park after Norma Hamlin: Supt. West provided a brief background of the application. It was explained the adjacent area was State Park Property and the park was named for the intersection of two local streets.

Public Comment:

Patty Nichol spoke on behalf of the neighborhood wanting to honor Ms. Norma Hamlin and her hard work and dedication to the community. She presented a petition

signed by 75 neighbors.

Terry Everhart worked with Ms. Hamlin, to help clean up the park. He indicated that she was very active in the community.

Admin. Foell explained the process for renaming a park. The policy committee will review the application and make recommendations to the Board. Public notice will then be done with a 30 day comment period.

It was recommended the application for naming Snipes Pershing Park after Norma Hamlin be referred to the Naming Committee and for them for bring a recommendation back to the Board for the March Board Meeting.

The naming committee consists of the Planning Committee (Hawkins & Stickney), Recreation Superintendent, Park Superintendent and District Administrator.

c) Approval of Policy Manual Changes:

1) Use of Banners at the Community Center Park: Committee recommended staff not put up banners on the street. The Board agreed and directed staff to discontinue use of banners at Community Center Park that are in violation of County Code.

2) Length of Record Retention for Board Meeting Recordings: Extended period to 6 months from Board Meeting date or until minutes are approved if longer than 6 months. Director Meraz did not agree with this recommendation and felt this was too long. He preferred 4 months.

3) Public Comment Policy: Committee recommended extended time from 2 minutes to 3 minutes; change wording in agenda re: public discussion; purchase countdown timer. Chair has the option to regulate time if necessary.

4) Part-time Benefits: Two options were discussed: 50% of benefits or pro rata portion based on hours. The committee recommended

pro rata portion at 80% for 32 hours.

MOTION #7

Director Brunberg made the motion to approve the above 4 recommendations and it was seconded by Director Hawkins. However, after discussion, she amended her motion to be recommendation of approval of items 1, 3, and 4. This motion was seconded by Director Hawkins and approved by a 5-0 roll call vote.

MOTION #8

Director Brunberg made the motion to approve item 2 as amended to 6 month retention from Board Meeting date or until minutes are approved if longer than 6 months. It was seconded by Director Hawkins and approved by a 4-1 (Meraz) vote.

MOTION #9

- d) Approval of Resolution 11-02-430, Authorizing Transfer of \$40,000 from Orangevale Landscaping and Lighting Assessment District Fund (374A) to Orangevale Recreation and Park District Fund (332A): Upon a motion by Director Brunberg, seconded by Director Caldwell, Resolution 11-02-430 was approved by a 5-0 roll call vote.

MOTION #10

- e) Approval of Resolution 11-02-431, Authorizing Transfer of Funds from the Parkland Dedication Fund (088C) to the General Fund (332A) for the Electronic Sign in the Amount of \$51,750.00: Upon a motion by Director Brunberg, seconded by Director Meraz, Resolution 11-02-431 was approved by a 5-0 roll call vote.

MOTION #11

- f) Acceptance of the County of Sacramento 2011 Investment Policy for the Pooled Investment Fund: Upon a motion by Director Brunberg, seconded by Director Hawkins, it was approved by a 5-0 vote to accept and file the County of Sacramento 2011 Investment Policy for the Pooled Investment Fund.
- g) Discussion of Friends of Orangevale, Inc. Nonprofit Corporation: The current Board of Trustees are as follows:

Chief Executive Officer: Greg Foell
Secretary: Manuel Meraz

Chief Financial Officer: Michael Stickney
Agent for Service of
Process: Vicki Hartigan

Items discussed included short and long term goals, control of the Friends by a volunteer Board of Trustees, best way to encourage participation and fundraising efforts. The goals were currently vague and needed to be more specific. The current policy calls for 3 trustees. The Board believed 5 was more appropriate (3 from staff/Board and 2 community members). Admin. Foell will research this change and other options. A trustee application form was presented. Staff indicated that several people have expressed interest.

13. **DIRECTORS AND STAFF
COMMENTS**

Superintendent Turner reported on upcoming events.

Director Meraz reported on his appointment to GLOVE and available funds from the government to enhance business opportunity and improve future land use in Orangevale. He stated it will not conflict with his position on the Board.

Director Meraz reported he received a letter from the NRPA offering membership. He will refer it to Admin. Foell.

14. **CLOSED SESSION**

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

The meeting was adjourned to closed session.

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

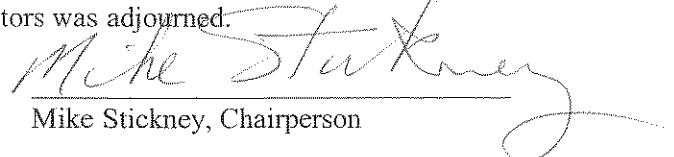
The public session was called to order and it was announced that no action was taken during the closed session.

16. **ITEMS FOR NEXT AGENDA**

NRPA, Renaming Park, Audit.

17. ADJOURNMENT

With no further business to discuss, the open session of the general meeting of the Board of Directors was adjourned.


Mike Stickney, Chairperson