

ORANGEVALE RECREATION & PARK DISTRICT

Minutes of Special Meeting of Board of Directors May 23, 2013

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on Thursday, May 23, 2013 at the District Office. Director Stickney called the meeting to order at 6:34 p.m.

Directors present: Stickney, Caldwell, Montes, Brunberg
Directors Absent: Meraz
Staff present: Greg Foell, Administrator
Cindy Turner, Recreation Superintendent

3. **PLEDGE OF ALLEGIANCE** The Pledge of Allegiance was conducted.

4. **APPROVAL OF AGENDA** Upon a motion by Director Brunberg, seconded by Director Caldwell, the agenda was approved 4-0 as presented.
MOTION #1

5. **PUBLIC DISCUSSION** Terry Benedict wondered why the electronic sign was not used to advertise the meeting of May 23 and noted that the agenda was not posted in the glass case. He provided meeting minutes of July 2012 stating the meetings would be posted 7 days in advance.

Terry Benedict questioned why the planning committee would research designs before being authorized by the Board. He asked Director Stickney who directed him to discuss improvements at Community Park (skate board park and disc golf parking lot). Admin. Foell explained it was a planning committee meeting with a park tour and discussion of potential ideas to be brought back to the Board. The planning committee only proposed research be done on the projects. Staff will conduct initial research on the feasibility of a project and bring it to the Board for further direction.

6. **CORRESPONDENCE** None to discuss.

7. **NEW BUSINESS** a) Approval of the Agreement to Purchase and Install Horse Arena Fencing from Rick

Martin Construction: This project is on the capital improvement project list. The drawings were reviewed and it was agreed the proposed style had significant advantages. The pen is round and cannot be made oval. Director Brunberg was concerned about losing space by going round. The Board agreed it was an efficient design.

MOTION #2

Upon a motion by Director Brunberg, seconded by Director Montes, the agreement with Rick Martin Construction was approved by a vote of 4-0.

MOTION #3

b) Discussion and Possible Approval to Request Proposals for Audit Services: Admin. Foell provided an RFP for audit services. All agreed Larry Bain did a good job but felt it was good to get a different perspective. Upon a motion by Director Brunberg, seconded by Director Montes, the proposed RFP was approved by a 4-0 vote. It will be sent to local audit firms and Mr. Bain for bids by June 18, 2013.

c) Discussion of the 2013 -14 Preliminary Budget: Admin. Foell reviewed the preliminary budget. He began with Exhibit A (Reserve Fund Allocation) including possible future larger issues (pool, parking lots and pathways,). The allocation includes assigned and unassigned amounts.

Some agencies use dry period financing to keep them afloat until taxes are received. The District has not had to do this and would like to avoid it in the future.

Kenneth Grove and OLLAD budgets were reviewed.

Funding mechanisms were reviewed including in-lieu fees and park development fees.

Admin. Foell discussed the capital replacement plan and the capital improvement plan. He noted the budget primarily includes expenses that are required each year which the District has no control

over. Increased expenses include workers' compensation, liability insurance, health insurance (unknown but 15% increase budgeted).

Two types of capital improvements have been set up. First, the capital replacement plan (estimated replacements to 2041), and second, capital improvement projects. The items were prioritized in 2011 but have not been addressed due to budget. Projects and their funding sources were discussed.

The heat exchanger at Kids Corner needs to be replaced and added to the capital improvements list.

Salaries and wages were discussed. They cannot be paid out of the assessment districts. Admin. Foell will see if stipends can be paid out of the assessment districts.

Health care costs were discussed in relation to the Affordable Care Act. Staff will continue to monitor the implications to the District as more becomes known.

Director Stickney believed items should come out of the assessment districts and not out of in lieu fees. Admin. Foell explained OLLAD did not have a flexible budget and not much carryover. The reserve can be drawn down. Admin. Foell believed \$320,000 would be a realistic amount for the reserve to avoid dry period financing. Director Stickney would like to see the \$55,000 for asphalt repairs funded out of In-lieu fees to be shifted to OLLAD. Admin Foell will explore various scenarios.

Admin. Foell noted a 1% COLA would cost approximately \$9,000 with benefits. He suggested an option to provide a onetime COLA (a lump sum or percentage). He will ask legal counsel if a lump sum payment can be given without benefits. Director Montes preferred the one time flat rate and would like to know how it would affect the District. Admin. Foell will check with legal counsel and recommended a decision be delayed until the final budget meeting when the budget is

more clear (in August). The goal is to have a balanced budget.

Director Montes asked about other professional services. (These are non capital improvement items including the website upgrade and ADA study).

Admin. Foell reviewed the schedule of financing requirements.

13. DIRECTORS AND STAFF COMMENTS

Supt. Turner noted the pool will be open after Memorial Day.

Admin. Foell and Director Meraz recently attended the CARPD conference which was very informative.

Supt. West was honored with being Mr. Pow Wow during Pow Wow Days. All agreed it was much deserved.

Director Montes thanked the District and staff for their assistance during Pow Wow Days. All agreed it was a successful event with increased attendance from last year.

Director Brunberg heard there as broken glass in the horse arena. Director Montes said it was immediately cleaned and a full sweep was done.

Director Brunberg asked if it was decided about Board members using the facilities. Admin. Foell was contacted legal counsel and waiting to hear back from her.

Director Stickney asked about the plans of Golden Valley Charter. Admin. Foell will inquire about their plans.

16. ITEMS FOR NEXT AGENDA

Orangevale Open/Palisades

17. ADJOURNMENT

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 7:58 p.m.

Mike Stickney, Chairperson