

ORANGEVALE RECREATION & PARK DISTRICT

Minutes of Meeting of Board of Directors July 11, 2013

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on Thursday, July 11, 2013 at the District Office. Director Stickney called the meeting to order at 6:31 p.m.

Directors present: Stickney, Caldwell, Montes, Brunberg, 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** Upon a motion by Director Brunberg, seconded by Director Stickney, the agenda was approved 5-0 as presented.
MOTION #1

5. **PUBLIC DISCUSSION** Terry Benedict discussed SB1003 and provided full text and details to the Board. He was concerned about the Board making an unconditional commitment to follow the rules, policies and procedures manual, hence the cease and desist letters he submitted.

6. **MINUTES** a) **Minutes of June 13, 2013 General Meeting:**

MOTION #2 Director Brunberg made the motion to approve the minutes of June 13, 2013. It was seconded by Director Montes and approved by a vote of 5-0.

7. **CORRESPONDENCE** a) **Confidential Envelope – Attorney Billing May 2013:** Upon a motion by Director Brunberg, seconded by Director Montes the billing was approved by a 5-0 roll call vote.

MOTION #3 b) **Comments from Parents Enrolled in District Programs (Swim Lessons & Rec'ing Crew:** multiple positive comments received from participants/parents.

- c) Letter from CAPRI Regarding Workers' Compensation Coverage for 2013: Annual letter outlining coverage and payments. There is a slight increase.
- d) Letter from Terry Benedict dated 4/17/2013 Requesting Answers to Questions:
- e) Letter from Terry Benedict dated 5/9/2013 Requesting Answers to Questions:
- f) Letter From Terry Benedict Dated 5/20/2013, A Petition for Redress of Grievances:
- g) Cease and Desist Letter from Terry Benedict Regarding Interruption While Giving Public Input:
- h) Cease and Desist Letter from Terry Benedict Regarding His Request to Speak During the Directors' and Staff Comments Portion of Board Meeting:

Mr. Benedict complained that another letter was not included on the agenda. Admin. Foell said that the item could not be added to this agenda but assured him it would be included on the next agenda.

8. CONSENT MATTERS – GENERAL FUND

- a) Ratification of Claims for June 2013:
- b) Budget Status Report for June 2013: For information.
- c) Revenue Report for June 2013: For information and review.

8.1. OLLAD CONSENT MATTERS

- a) Ratification of Claims for June 2013:
- b) Budget Status Report for June 2013: For information and review.

8.2. KENNETH GROVE CONSENT MATTERS

- a) Ratification of Claims for June 2013:
- b) Budget Status Report for June 2013 For information and review.

Upon a motion by Director Brunberg, seconded by

MOTION #4

Director Meraz, Consent Items 8.0, 8.1 and 8.2 were approved by a 5-0 roll call vote

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: There was no report.
- f) Planning: No report.
- g) Trails Committee: No report.

10. ADMINISTRATOR'S REPORT

- a) Monthly Activity Report – June 2013: A staff report was provided and included the security, recreation reports and revenue report for the year. Projections were exceeded by 15%. The third quarter was the least productive. Director Montes thanked staff for their hard work. Admin. Foell provided a copy of the Citrus Heights Creek Corridor Trail Project information for the Board to review. A small area moves through Orangevale. The current analysis indicates a high likelihood for this section of the trail to be successful and a priority for further study. Future meetings will be conducted and public input taken by the City of Citrus Heights. Director Meraz presented a report and maps by SACOG.

The ice cream social will be held in two weeks.

11. UNFINISHED BUSINESS

None to discuss.

12. NEW BUSINESS

MOTION #5

- a) Discussion and Possible Approval of Proposal for Audit Services for Audit Years 2012/2013 through 2016/2017: Two proposals were received in response to the RFQ: Larry Bain (\$7,825) and Fechter and Company (\$8,500 +2,5% annual escalator). Upon a motion by Director Montes, seconded by Director Stickney, the proposal of Larry Bain was accepted and approved by a vote of 5-0 for a period of three years.

Public Comment:

Terry Benedict believed the auditor and legal relationships should be changed every five years.

MOTION #6

- b) Approval of Resolution 13-06-499, Resolution Authorizing Transfer of Funds From the Park Development Fee Fund 332I) to the General Fund (332A): Director Brunberg made the motion to approve Resolution 13-06-499. It was seconded by Director Stickney and approved by a roll call vote of 5-0.
- c) Discussion and Possible Approval of the Trail Committee Recommendations for Trail Projects Priorities: Admin. Foell provided a background of the trail projects as discussed by the Committee. He provided a draft priority list for discussion by the board. The projects/priorities include 1) Recreation Trail Grant; 2) Orangevale Community Center Park-North Park Trail around new property; 3) Community Center Park – South Park Trail around Ball Field; 4) Pecan Park Trail Loop; 5) Norma Hamlin street to bridge (complete), 6) Community Park – enhance dirt trail through nature area north of Green Oaks (volunteer project); 7) Community Park Elm to Horse Arena; 8) Woodmore Oaks to Streng Avenue; 9) Community Park wooded area behind Green Oaks School (enhancing walking trails), OV Community Park Elm to Horse Arena (established as walking path), 10) Woodmore Oaks to Streng Avenue (need to acquire three properties). 11) Community Park Disk Golf Parking Lot to entrance to

Pasteur; 12) Sundance Park Trail Additions (low on priority list); 13) Rollingwood Trail Loop (Difficult and expensive project); and various signage projects on existing trails (Shackelton Woods; Almond Park; Norma Hamlin).

It was agreed the Community Park trails/loops and identifying signage should be planned for/designed and completed first. Director Stickney hoped projects 6, 7, and 9 could move up the list but it was pointed out these projects would take a large volume of volunteers. It was agreed each project needs to be reviewed for feasibility/logistics. Supt. West noted some smaller projects may be combined once the details are reviewed

The Board discussed the projects and possible changes to the priorities. Director Caldwell stated that he believed it would be good to keep the list flexible and not tie the Board's hands by having a strict priority list. Director Montes stated she also liked the flexible approach.

The Board agreed to send the priority list back to the Committee for review and more detailed planning.

Public Comment:

Terry Benedict believed the discussion on the trails projects was too detailed and did not follow the agenda description. He asked the Board to not talk over each other.

d) Discussion and Possible Approval of the District's Workplace Security Prevention Plan:

Public Comment

Terry Benedict provided a handout with questions on this item for the Board to read.

Admin. Foell provided details on the proposed Workplace Security (and Violence) Prevention Plan. Director Brunberg noted it should be workplace Security and Violence Prevention Plan. Director Montes asked for

more time to review the plan and it will be brought back for approval.

At this point the meeting was paused due to interruption by Mr. Benedict.

The meeting was then continued and Admin. Foell continued the information on the Violence Prevention Plan. He believed it was a good start to help staff with safety training. Director Meraz stated this was an important topic at the CARPD meeting and CAPRI workshops. This item will be placed on the August agenda for approval. It was agreed it was important to be aware of safety.

MOTION #7

- e) Ballot for the County of Sacramento Special District Representative on the Treasury Oversight Committee: Director Stickney made the motion to vote for Brandon Rose of the Fair Oaks Recreation and Park District. Director Brunberg seconded the motion and it was approved by a 5-0 vote.

MOTION #8

- f) Consideration of Reclassification of Park Maintenance I Position to a Park Maintenance II: Director Brunberg made the motion to reclassify Scott Wade as a Park Maintenance II employee. Director Stickney seconded the motion. Supt. West confirmed this was consistent with past policy. The motion was approved by a 5-0 vote.

13. DIRECTORS AND STAFF COMMENTS

Supt. Turner reported numerous projects are being completed in the Kids Korner Building. A new AC unit was installed promptly by a local contractor.

Director Meraz stated he has been asked by parents who use the facilities if baby changers could be added to the restrooms. Supt. Turner stated they were expensive and most of the restrooms do not have enough room. She felt they would be more useful at the pool facilities. Staff will research and report back in two months.

Supt. West announced the quarterly safety meeting will be held on July 12th at 10:00 a.m. He invited

everyone to attend.

Supt. West reported the security fire control system will soon be certified and brought into compliance.

Admin. Foell announced the Auburn Country Jam will be held July 13 at the Auburn Fairgrounds. Tickets were available for the board and staff.

Admin. Foell will be on vacation from July 20-August 3rd, 2013.

Director Caldwell asked about the progress of the playground at Norma Hamlin. It has been completed and is popular with the neighborhood. Complaints have been received from the neighbors about noisy kids from Golden Valley Charter on their daily walks. Supt. West met with the school principal and reps from SJUSD and the neighbors. More discussion will be held in August with the teachers when school returns.

Director Caldwell asked about the progress and effectiveness of the security contract. Staff will report back at a future meeting.

Director Stickney provided an article to Admin. Foell about Prop 13 and property tax bills from the Sacramento Bee. Admin. Foell explained it may take two years to see revenue from any increase in the tax rolls. A large amount is not expected.

Director Stickney asked that Mr. Benedict's letter will be placed on the next agenda. It was confirmed it will be ajenized.

Director Stickney will be out of town from July 30th to mid August.

Admin. Foell confirmed the August meeting will be held August 22nd.

Director Brunberg asked about the progress of the logo. Staff is working on it with a graphic designer to ensure it will work in all areas.

Director Brunberg asked if the requirement to have health insurance (Affordable Care Act) affected the District. Staff discussed that the District is below the minimum of 50 but that with all the

part-time employees the District could be close.

Director Meraz was appreciative that the District had a presence at the County's SACOG trail meetings and the trails were included in the maps and everyone is working together.

14. ITEMS FOR NEXT AGENDA:

Terry Benedict's correspondence.
Workplace Security and Violence Prevention Plan.

15. ADJOURNMENT

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 8:17 p.m.

Mike Stickney, Chairperson