

ORANGEVALE RECREATION & PARK DISTRICT

Minutes of Meeting of Board of Directors August 16, 2012

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on Thursday, August 16, 2012 at the District Office. Director Stickney called the meeting to order at 6:32 p.m. In the absence of Director Brunberg, Director Hawkins was appointed Secretary.

Directors present: Stickney, Hawkins, Caldwell, Brunberg (6:37), Meraz (6:40)

Staff present: Greg Foell, Administrator
Cindy Turner, Recreation Superintendent
Patty O'Connor, Minute Clerk

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

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

5. **PUBLIC DISCUSSION** The public present did not wish to address the Board.

6. **MINUTES** a) **Minutes of June 14, 2012 Regular Meeting:** Upon a motion by Director Hawkins, seconded by Director Caldwell, the minutes of June 14, 2012 were approved by a vote of 3-0.
MOTION #1

DIRECTORS BRUNBERG AND MERAZ ARRIVE.

7. **CORRESPONDENCE** a) **Confidential Envelope – Attorney Billing May 2012:** Upon a motion by Director Brunberg, seconded by Director Hawkins, the billing was approved by a 5-0 roll call vote.
MOTION #2

b) **Confidential Envelope – Attorney Billing June 2012:** Upon a motion by Director Brunberg, seconded by Director Hawkins, the billing was approved by a 5-0 roll call vote.
MOTION #3

c) **Thank You Recognizing Melyssa Woodford**

from Kacey Macias

- d) Swim Lesson Instructor Thank You: Thank you to Katrina, Natalie and Ryan during swim lessons.

PUBLIC COMMENT:

Terry Benedict asked for his time limit to be waived but it was denied. He stated that there was no mention in the correspondence that he had paid for a candidate's statement. Additionally that the District did not mention that there was an upcoming election. He said that he felt that this was not being transparent. He believed the minutes of June 14, 2012 were inaccurate in that the Board did not vote to cancel the July meeting. He stated that when the Board changed the March 8th meeting it was not done by motion and majority vote.

**8. CONSENT MATTERS –
GENERAL FUND**

MOTION #4

- a) Ratification of Claims for June 2012: 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.

- b) Budget Status Report for June 2012: For information and review.

- c) Revenue Report for June 2012: For information and review.

- d) Ratification of Claims for Period 13 2012: 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.

- e) Budget Status Report for Period 13 2012: For information and review.

- f) Revenue Report for Period 13 2012: For information and review.

- g) Ratification of Claims for July 2012: 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.

- h) Budget Status Report for July 2012: For information and review.

MOTION #5

MOTION #6

- i) Revenue Report for July 2012: For information and review.

8.1. OLLAD CONSENT MATTERS

- a) Ratification of Claims for June 2012: No claims were presented.
- b) Budget Status Report for June 2012: For information and review.
- c) Ratification of Claims for Period 13 2002: No claims were presented.
- d) Budget Status Report for Period 13 2012: For information and review.

MOTION #7

- e) Ratification of Claims for July 2012: 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.
- f) Budget Status Report for July 2012: For information and review.

8.2. KENNETH GROVE CONSENT MATTERS

- a) Ratification of Claims for June 2012: 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 June 2012: For information and review.
- c) Ratification of Claims for Period 13 2012: No claims were presented
- d) Budget Status Report for Period 13 2012: For information and review.

MOTION #9

- e) Ratification of Claims for July 2012: 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.
- f) Budget Status Report for July 2012: 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: A meeting was scheduled for August 23, 2012 at 6:00 p.m. The Policy Manual Update will be discussed.
- e) Government: There was no report.
- f) Planning: A meeting was set for August 30, 2012. The time will be determined.
- g) Trails Committee Report: Meeting was scheduled for August 23, 2012 at 4:45 p.m.

10. ADMINISTRATOR'S REPORT

- a) Monthly Activity Report – June 2012: A staff report was provided. The Park Ranger report was included. Staff noted the Park Ranger Agreement with Fulton-El Camino has been very effective. A recent rash of fights has been occurring in Pecan Park. On one occasion, the Park Rangers responded and were able to disburse the youth as they arrived.

PUBLIC COMMENT:

Terry Benedict stated that the Board has authority to have a District employee enforce any District ordinance and that security or Rangers weren't necessary. Administrator Foell explained the Court process for administering, processing, and contesting citations is complicated and not easily established. Staff believes the Park Rangers are a very cost effective opportunity to provide law enforcement presence and patrol.

- b) Monthly Activity Report – July 2012: A staff report was provided.
- c) Sacramento Bee Article on Hickory Woodbridge Ranch Issue: The article discussed the IOD's for pedestrian/equestrian trails. Staff will talk with the County to move this item forward. It will also be discussed at the Trails Committee meeting.
- d) Off-Leash Dogs Update: A few calls have been received from the public about this problem primarily at Almond and OCP. Park rangers will investigate.

- e) Federal Transportation Funding for Trails: An article was presented from the Department of Transportation. It appears the funding amount for trails is now uncertain.
- f) Set Committee Meeting Dates: Meetings scheduled for Planning (8/30), Trails (8/23) and Policy (8/23) Committees.
- g) Norma Hamlin Park Playground Planning: In progress.
- h) Upcoming Election: It was reported there are five people running for seats on the Board.

11. UNFINISHED BUSINESS

- a) None to discuss.

12. NEW BUSINESS

- a) Eagle Scout Project Presentation of Mark Bartlett: Mark was unable to attend the meeting as he was building bridges at the project. The project is being funded by donations and the Shady Oaks Disc Golf Club. A detailed report of the project was presented.
- b) Approval of Resolution 12-08-474, Resolution Adopting the Orangevale Recreation and Park District Final Budget and Appropriations Limit for the General Fund for Fiscal Year 2012/13: Admin. Foell provided a summary of the major categories in each final budget. The final budget maintains current staffing levels, proposes the elimination of furloughs and includes several deferred capital replacement and capital improvement projects. Year end revenue and expenses were very close to projections.

MOTION #10

Upon a motion by Director Caldwell, seconded by Director Hawkins, Resolution 12-08-474 was approved by a 5-0 roll call vote.

MOTION #11

- c) Approval of Resolution 12-08-475, Resolution Adopting the Orangevale Landscaping and Lighting Assessment District Final Budget for Fiscal Year 2012/13: Upon a motion by Director Hawkins, seconded by Director Stickney, Resolution 12-08-475 was approved by a 5-0 roll call vote.

MOTION #12

- d) Approval of Resolution 12-08-476, Resolution Adopting the Kenneth Grove Landscaping and Lighting Assessment District Final Budget for Fiscal Year 2012/13: Upon a motion by Director Caldwell, seconded by Director Hawkins, Resolution 12-08-476 was approved by a 5-0 roll call vote.

MOTION #13

- e) Approval of Resolution 12-08-477, Approving the Revision of the District's Reserve Designations in According with GASB 54: Resolution 12-08-477 updates last year's resolution. Upon a motion by Director Meraz, seconded by Director Stickney, Resolution 12-08-477 was approved by a 5-0 roll call vote.

MOTION #14

- f) Approval of Resolution 12-08-478, Authorizing the Retiree Medical Participation Agreement for Special District Retirees with the County of Sacramento: Admin. Foell will determine the extent of the retiree benefits and report back. Upon a motion by Director Meraz, seconded by Director Brunberg, Resolution 12-08-478 was approved by a 5-0 roll call vote.

- g) Discussion of Master Plan Strategies and Tactics: Staff provided an update on progress to accomplish the strategies and tactics outlined in the District Master Plan. It was agreed a lot has been accomplished by Staff. The Board agreed the report was very informative. Director Hawkins asked about lighting repairs (it is ongoing). Admin. Foell requested the Board direct questions or comments to staff.

- h) Discussion of the Facility Use Reservation Policy: The proposed Facility Use Reservation Policy was presented. Supt. Turner noted the policy is for rental of the building or parks. The Board has allowed special use events to be negotiated by staff and then brought to the Board for approval. She asked that staff be allowed "the flexibility to deal with unique situations appropriately"; the Board agreed. This is outlined in Section 4.

PUBLIC COMMENT:

Terry Benedict stated he did not agree with the

language, wanting more language addressing for-profit organizations.

Staff noted for-profit groups and concessions are often handled through use agreements. Supt. Turner noted it is unusual to get for-profit/commercial groups renting. Rental groups are typically related to the community.

Upon a motion by Director Brunberg, seconded by Director Hawkins, it was approved by a 5-0 to refer the matter to the Policy Committee for their review and recommendations.

MOTION #15

- i) Discussion and Possible Approval for Closing the District Office from December 26-28 and December 31st: Upon a motion by Director Brunberg, seconded by Director Hawkins, Resolution it was approved by a 5-0 roll call vote to close the office from December 26-28 and 31st.

MOTION #16

- j) Discussion of Purchasing Airflow Inflatable for the Swimming Pool: Information was presented on the various Airflow Inflatables for possible purchase. No extra staff is needed. It was noted Folsom charged an extra \$3 to use theirs and made their purchase cost back in revenue in the first year of use. It is a good idea to boost attendance.

- k) Approval of Grant Contract with the State Department of Parks and Recreation to Construct the Orangevale Community Center Park Access Trail in the Amount of \$169,650: The project is expected to be completed in Spring or Summer of 2013. Upon a motion by Director Hawkins, seconded by Director Brunberg, it was voted 5-0 to approve the Grant Contract with the State Department of Parks and Recreation in the amount of \$169,500 to Construct the Orangevale Community Center Park Access Trail.

MOTION #17

- l) Approval of Agreement with MTW Group to Provide Landscape Architect Services for the Recreation Trails Grant Project: Admin. Foell noted MTW will complete the conceptual design and the construction drawings based on the design. Upon a motion by Director

- MOTION #18**
- Hawkins, seconded by Director Caldwell, it was voted 5-0 to approve the agreement with MTW Group to provide landscape architect services for the Recreation Trails Grant Project.
13. **DIRECTORS AND STAFF COMMENTS**
- Supt. Turner provided an overview of upcoming recreational activities. She noted summer is over and reported everything went smoothly. A slight increase in revenue/attendance was seen despite the increase in fees.
14. **CLOSED SESSION**
- At 8:26 p.m. the Board adjourned to closed session pursuant to Government Code Section 54957: Public Employee Performance Evaluation: District Administrator.
15. **RESUME PUBLIC SESSION AND ANNOUNCE ACTIONS FROM CLOSED SESSION**
- At approximately 9:05 p.m. the Board adjourned Closed Session and reopened the meeting to the public. Director Stickney announced no action was taken.
16. **ITEMS FOR NEXT AGENDA**
- None
17. **ADJOURNMENT**
- With no further business to discuss, the general meeting of the Board of Directors was adjourned.

Mike Stickney, Chairperson