

# ORANGEVALE RECREATION & PARK DISTRICT

## Minutes of Meeting of Board of Directors September 11, 2014

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on Thursday, September 11, 2014 at the District Office. Director Stickney called the meeting to order at 6:31 p.m.

Directors present: Stickney, Meraz, Montes, Brunberg, Caldwell  
Staff present: Greg Foell, District Administrator  
Chuck West, Park Superintendent  
Jason Bain, Recreation Supervisor

3. **PLEDGE OF ALLEGIANCE** The Pledge of Allegiance was conducted.
4. **APPROVAL OF AGENDA** Upon a motion by Director Caldwell, seconded by Director Brunberg, the agenda was approved 5-0.  
**MOTION #1**
5. **PUBLIC DISCUSSION** There was no public discussion.
6. **MINUTES** a) Approval of Minutes of August 21, 2014 meeting (pg 1-7):  
**MOTION #2** Director Brunberg made the motion to approve the minutes of August 21, 2014. It was seconded by Director Meraz and approved by a vote of 4-0 with Director Caldwell abstaining due to his absence at the August 2014 meeting.
7. **CORRESPONDENCE** a) Confidential Envelope – Attorney billing July 2014: Upon a  
**MOTION #3** motion by Director Meraz, seconded by Director Brunberg, this billing was approved by a 5-0 roll call vote.
8. **CONSENT CALENDAR** No items were chosen for discussion. Upon a motion by Director  
**MOTION #4** Brunberg, seconded by Director Montes, all consent calendar items were approved with a roll call vote of 5-0.
- 8.1 **CONSENT MATTERS GENERAL FUND** a) Ratification of Claims for August 2014 (pg 8-9)  
b) Budget Status Report for August 2014 (pg 10-12)  
c) Revenue Report for August 2014 (pg 13)
- 8.2. **OLLAD CONSENT MATTERS** a) Ratification of Claims for August 2014 (pg 14-15)  
b) Budget Status Report for August 2014 (pg 16-17)

**8.3. KENNETH GROVE  
CONSENT  
MATTERS**

- a) Ratification of Claims for August 2014 (pg 18)
- b) Budget Status Report for August 2014 (pg 19)

**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: No report.
- f) Planning: No report.
- g) Trails Committee: No report.
- h) Ad Hoc Reorganization: No report.

**10. ADMINISTRATOR'S  
REPORT**

- a) Monthly Activity Report – August 2014 (pg 20-22): Admin. Foell stated that the District contracted with MFDB Architects to complete design work on potential improvements to the District Office and Community Center. They are looking at the feasibility of two windows at the front counter which would require significant remodeling. MFDB is working on an estimate for this work along with other interior improvements for the Community Center including wainscoting in the auditorium, skylights in the hall, and installing a seating area near the office. Director Stickney inquired about the phone service through AT&T. Admin. Foell stated it cost \$40 per line, which will go down to \$10 per line on the state contract.

**11. UNFINISHED  
BUSINESS**

- a) Discussion Regarding the Pecan Park Master Plan Meeting: Director Stickney and Director Montes felt this was a great meeting. Admin. Foell felt they received some excellent feedback and comments. MTW Architects will research the idea of the dog park and include resident comments in the plan. Admin. Foell received one email from a community member who stated they were against the idea of a dog park. Admin. Foell said the Board will discuss this further at the November meeting. The residents that attended the meeting will be informed along with the meeting information published in the local paper.

**12. NEW BUSINESS**

**MOTION #5**

- a) Approval of Park Monument Sign Designs from MTW (pg 34-51): The 7-foot design would be placed at the large park entrances, and the 5-foot design would be at the smaller entrances. The two molds are \$5,000 to \$6,000, and the rest of the signs would cost slightly less. The signs will be made of concrete. Upon a motion by Director Brunberg, seconded by Director Stickney, the park monument sign designs were approved as presented by a vote of 5-0.
- b) Public Hearing: Approval of Resolution 14-09-527, Preliminarily Approving Adopting Amendments to the Conflict of Interest Code Pursuant to the Political Reform Act of 1974 and Approval of Related Documents and Authorize the District Administrator to Sign All Documents, Post, and Distribute to Those Required to

**MOTION #6**

File a Form 700 (pg 26-50): Admin. Foell explained that the County of Sacramento oversees the local agencies regarding the Conflict of Interest codes and requires this be addressed every two years for any possible changes or revisions. The District will preliminarily adopt the new code and take comments for a period of 45 days. If no comments are received, the revised conflict of interest code will go into effect 30 days after the comment period. If the Board receives any comments, the item will be on the agenda for additional discussion and approval at the November meeting. The revised code will then be sent to the County for approval. There was no staff or public comments. Upon a motion by Director Montes, seconded by Director Stickney, this resolution was approved by a vote of 5-0.

**MOTION #7**

- c) Approval of the Quote from Outdoor Creations, Inc. to Purchase Concrete Benches (pg 51-53): Admin. Foell stated they had browsed through several bench designs. The District has had success with the concrete picnic tables and so they decided to adopt concrete style benches. The benches would have a small concrete bump in the middle to discourage people from sleeping on them, in addition to 2” notches that would hinder people from riding their skateboards on them. Upon a motion by Director Brunberg, seconded by Director Meraz, this bench design and quote was approved by a roll call vote of 5-0.

**MOTION #8**

- d) Approval of Agreement with AC Asphalt to Complete Parking Lot Repairs and ADA Improvements to Pecan Park (pg 54-68): The Board had already approved a contract with AC Asphalt to complete repairs at the Youth Center, Pecan Park, and Orangevale Community Park. They had requested a seal coat and to include ADA requirements. There was alligator cracking that the contractor felt were too significant to apply a seal coat without first repairing the problem areas. The asphalt work would span from Hazel up to the Youth Center. The contractor will grind out the asphalt then repave it with 2” of asphalt. The project will address ADA issues in all but two areas which are cost prohibitive at this time. This first is a significant grading issue by the Youth Center and a pathway issue by Kidz Korner. The contract at hand includes a small portion at Pecan Park from the restroom to the parking lot to provide an access sidewalk from the parking space to the pathway. This project will not affect any future plans to this area. Admin. Foell noted there is a large tree that they want to conserve and so they will work around the tree. They are going to delay the major changes initially planned for the Community Center until at least spring of 2015, because the priority was to repair the handicap stalls to meet ADA requirements. According to their attorney, the District can have two contracts under \$45,000 each for each park. Upon a motion by Director Brunberg, seconded by Director Meraz, the Agreement with AC Asphalt to complete parking lot repairs and ADA improvements to Pecan Park, as well as to authorize the District Administrator to sign all

contract documents, was approved by a roll call vote of 5-0.

- e) Approval of Agreement with AC Asphalt to Complete Parking Lot Repairs and ADA Improvements to the Youth Center Access Road and Parking Lot (pg 69-83): Upon a motion by Director Brunberg, seconded by Director Caldwell, the Agreement with AC Asphalt to complete parking lot repairs and ADA improvements, as well as to authorize the District Administrator to sign all contract documents, was approved by a roll call vote of 5-0.

## **MOTION #9**

### **13. DIRECTORS AND STAFF COMMENTS**

Mr. Bain stated that middle school sports were starting up, including volleyball and flag football. He said the registration has been going fairly well.

Mr. West indicated that in approximately a month, the weather will change and the three seasonal worker's employment will be over. The seasonal workers are doing an outstanding job.

Admin. Foell noticed that the parks had been looking very good and are comparable to nearby parks. The Wolf Fest is on October 4<sup>th</sup>, and the Cyclocross event is on October 12<sup>th</sup>.

Director Montes agreed that the parks have been looking great. She will be providing tickets for the Board members to attend the Wolf Fest.

Director Caldwell thanked everyone for their hard work and also stated that the parks looked nice.

Director Brunberg visited the horse arena and used the new round pen for the first time. She had a difficult time picking up and lifting the arena gates. She also noted that there was a large mud puddle due to the automatic sprinklers.

Director Meraz felt that the parks looked very nice as well.

Director Stickney will be absent at the next meeting due to a planned vacation.

### **14. ITEMS FOR NEXT AGENDA**

No additional items were requested.

### **15. ADJOURNMENT**

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 7:10 p.m. with a vote of 5-0.

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Mike Stickney, Chairperson