

**ORANGEVALE RECREATION & PARK DISTRICT
BOARD OF DIRECTORS MEETING
THURSDAY, SEPTEMBER 15, 2016
6:30 p.m.**

**LOCATION:
6826 Hazel Ave.
Orangevale, CA 95662**

NOTE: The Board of Directors may take up any Agenda item at any time, regardless of the order listed. Action may be taken on any item on the Agenda.

1. CALL TO ORDER

2. ROLL

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF AGENDA

5. PUBLIC DISCUSSION

Any person may address the board upon any subject within the jurisdiction of the Orangevale Recreation & Park District with each speaker being limited to three minutes. However, the Chairperson can impose reasonable limitations to the maximum time per person and per agenda item to allow the Board to complete its business. Any matter that requires action will be referred to staff or committee for a report and action at a subsequent meeting.

6. MINUTES

a. Approval of minutes of August 18, 2016 meeting (pg 1-6)

7. CORRESPONDENCE

a. Confidential envelope – Attorney billing July 2016

b. Election Notice/Call for Nominations for the California Association for Park & Recreation Indemnity (CAPRI) Member at Large Position (pg 7-8)

8. CONSENT CALENDAR: Reading/Opportunity to Pull Items for Discussion/Board Action

Consent items are considered routine and are intended to be acted upon in one motion, without discussion. During this portion of the meeting, the Consent Calendar will be read aloud. Prior to approval, the Chairperson will give the Board, staff, and public the opportunity to pull any item for discussion. The remaining Calendar will be acted upon. Any pulled items will then be heard and acted upon individually.

8.1 CONSENT MATTERS GENERAL FUND

a. Ratification of Claims for August 2016 (pg 9)

b. Budget Status Report for August 2016 (pg 10-12)

c. Revenue Report for August 2016 (pg 13)

8.2 OLLAD CONSENT MATTERS

a. Ratification of Claims for August 2016 (pg 14-15)

b. Budget Status Report for August 2016 (pg 16-17)

8.3 KENNETH GROVE CONSENT MATTERS

a. Ratification of Claims for August 2016 (pg 18)

b. Budget Status Report for August 2016 (pg 19)

9. **STANDING COMMITTEE REPORTS**

- a. Administration & Finance
- b. Maintenance & Operation
- c. Recreation Committee
- d. Personnel & Policy
- e. Government
- f. Planning Committee
- g. Trails Committee

10. **ADMINISTRATOR'S REPORT**

- a. Monthly Activity Report – August 2016 (pg 20-22)

11. **UNFINISHED BUSINESS**

12. **NEW BUSINESS**

- a. Discussion and Possible Approval of the Eagle Scout Project Proposal from Brenton Nash (Troop 537) to Build and Install a “Little Free Library” Kiosk in Orangevale Community Park and in Orangevale Community Center Park (pg 23)
- b. Consideration and Action upon the “Cease and Desist” letter dated September 6, 2016 from Terry Benedict (pg 24-25)
- c. Approval of Agreement with MTW to provide Landscape Architecture Services for the Schematic Design for Parking Lot Improvements at Orangevale Community Park (pg 26-36)
- d. Approval of Agreement with MTW to provide Landscape Architecture Services for the Construction of a Pathway Renovation at Orangevale Community Park including Construction Documents, Specifications, Bid Documents and Construction Administration (pg 37-47)
- e. Approval of Agreement with MTW to provide the Design and Selection of Shade Structures for Almond Park including the Construction Documents, Specifications, Bid Documents, and Construction Administration for the project (pg 48-58)
- f. Approval of the bid for purchase of a Kubota Mower in the amount of \$15,547 (pg 59-60)
- g. Approval of the bid for purchase of a Toro Slit Seeder/Dethatcher in the amount of \$10,126.53 (pg 61-62)
- h. Approval of the Agreement with Entravision to hold Wolf Fest 2016 Music Festival Special Event in Orangevale Community Park on October 2, 2016 (pg 63-75)
- i. Approval of Electrical and Mechanical Engineering service fees in excess of the original MFDB Agreement for the Community Center Office Remodel in the amount of \$2,495 (pg 76-78)
- j. Approval to Reject All Bids for the Pecan Dog Park Project received on Thursday, September 8, 2016 and Authorize the District Administrator to Rebid the Project Utilizing Formal Bidding Procedures after Document Review by the District’s Attorney with No Changes to the Plans and Specifications (pg 79)
- k. Presentation and Approval of the Plans, Specifications, and Informal Bid Documents for the Community Center Remodel Project (pg 80-292)
- l. Consideration to place the District Administrator on Step 7 of the Salary Scale in the amount of \$7,692/month effective July 1, 2016 (verbal)

13. **DIRECTOR'S AND STAFF'S COMMENTS**

14. **ITEMS FOR NEXT AGENDA**

15. **ADJOURNMENT**

NOTICE:

As presiding officer, the Chair has the authority to preserve order at all Board of Directors meetings, to remove or cause the removal of any person from any such meeting for disorderly conduct, or for making personal, impertinent, or slanderous remarks, using profanity, or becoming boisterous, threatening or personally abusive while addressing said Board, and to enforce the rules of the Board.

People with disabilities may request accommodations such as interpreters, alternative formats, or assistance with physical accessibility. Requests for accommodations must be made with 72 hours prior notice. If you require accommodations, please contact the Orangevale Recreation & Park District main office at (916) 988-4373.

Directors can be reached at: director@ovparks.com

Manie Meraz

Mike Stickney

Tim Anderson

Sharon Brunberg

Lisa Montes