

ORANGEVALE RECREATION & PARK DISTRICT

Minutes of Meeting of Board of Directors October 13, 2016

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on Thursday, October 13, 2016 at the District Office. Director Stickney called the meeting to order at 6:32 p.m.

Directors present: Stickney, Anderson, Meraz, Brunberg, Montes
Staff present: Greg Foell, District Administrator
Jennifer Von Aesch, Finance/HR Manager
Brandy Kunakey, Recreation Supervisor II
Jason Bain, Recreation Supervisor
Melyssa Woodford, Administrative Services Coordinator

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

4. **APPROVAL OF AGENDA** On a motion by Director Brunberg, seconded by Director Montes, the agenda was approved 5-0-0 with Directors Anderson, Meraz, Brunberg, Montes, and Stickney voting Aye. There were no Abstentions or Nays.
MOTION #1

5. **PUBLIC DISCUSSION** Genevieve Bradshaw submitted a letter that was read by Admin. Foell. She visited Almond Park consistently and took her dog with her. On September 8, 2016 at 6:15 p.m., they were finishing their walk and approaching their car when Mr. Mohammad confronted her about her not having her dog on a leash. She had the leash in her hand and said she would put her dog on a leash in somebody else arrived at the park. He gave her a citation which she disagreed with because she felt she should have received a warning instead.

Terry Benedict also spoke at the meeting. He submitted a letter which he read part of. He asked why the Oath of Office and Rule of Law was not being respected. He also submitted a candidate statement that would be available to Orangevale voters. He also stated that he spoke under public comment at a Little Hoover Commission meeting on special district accountability and that the video should be available on their website.

Damon Herr addressed the Almond Park off-leash proposal. He wanted to know the status of the proposal due to enforcement being returned to the park. He had thought they should be allowed to continue to have their dogs off leash when appropriate, however enforcement returned and six or seven citations were given out the prior week. Mr. Herr wanted to continue to have open communication with the Board and that the neighborhood understood the process of

the issue. They support the process and agree that it should be done appropriately and by the rules.

Admin. Foell responded by stating that the enforcement returned due to complaints of homelessness in the park. He had intended on backing off on the enforcement of dogs being off leash until the decision was made final on the proposed off-leash area. Admin. Foell did not remind the officers to not cite for dogs being off leash and currently, the policy was to cite for off leash dogs. He stated the citations were valid at the moment but they were trying to have more consideration due to the current situation. Mr. Benedict commented that they were not allowed to discuss this issue as an agenda item, and Admin. Foell noted that they were just trying to gain some clarify on the situation. Officer Mohammed indicated that three citations were issued, but he said it was his fault because he misunderstood the assignment as he felt it was supposed to be handled as maximum enforcement. They are no longer doing maximum enforcement in Almond Park. Admin. Foell stated the issue will be discussed during the November or December Board meeting.

6. MINUTES
MOTION #2

- a) Approval of Minutes of September 15, 2016 Meeting (pg 1-7): On a motion by Director Meraz, seconded by Director Brunberg, the minutes were approved 4-0-1 with Directors Anderson, Meraz, and Brunberg voting Aye. Director Montes Abstained. There were no Nays.

7. CORRESPONDENCE
MOTION #3

- a) Confidential Envelope – Attorney Billing August 2016: On a motion by Director Brunberg, seconded by Director Stickney, the motion passed 4-0-1 with Directors Anderson, Meraz, Brunberg, and Stickney voting Aye. Director Montes Abstained. There were no Nays.
- b) Letter from Terry Benedict and the District Administrator’s Letter of Response (pg 8-11): Mr. Terry Benedict asked the Board to publicly address his letter and resolve the complaint he had against Admin. Foell for violating California Publics Records Act Code Section 6253(c). He recommended that Admin. Foell attend a seminar to learn about the California Public Records Act. He stated that he will make a Grand Jury complaint if this was not resolved. Admin. Foell stated that he had forgotten to provide the reason for the delay which he provided in a future letter.

8. CONSENT
CALENDAR
MOTION #4

No consent matters were discussed.

On a motion by Director Brunberg, seconded by Director Meraz, the consent calendar items passed 5-0-0 with Directors Anderson, Meraz, Brunberg, Montes, and Stickney voting Aye. There were no Abstentions or Nays.

8.1 CONSENT
MATTERS

- a) Ratification of Claims for September 2016 (pg 12-13)
b) Budget Status Report for September 2016 (pg 14-15)

GENERAL FUND

c) Revenue Report for September 2016 (pg 16)

8.2. OLLAD CONSENT MATTERS

a) Ratification of Claims for September 2016 (pg 17-18)
b) Budget Status Report for September 2016 (pg 19-20)

8.3. KENNETH GROVE CONSENT MATTERS

a) Ratification of Claims for September 2016 (pg 21)
b) Budget Status Report for September 2016 (pg 22)

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 Committee: No report.
g) Trails Committee: No report.

10. ADMINISTRATOR'S REPORT

a) Monthly Activity Report – September 2016 (pg 23-26): Admin. Foell said it had been a busy month, especially in getting ready for the fall season. Supervisor Kunakey added that the District came in \$13,000 over the projected budget in recreation and facility rentals. The first quarterly gross revenue was \$51,000 over the projected budget. The rummage sale that was put together by Sarah Fridrich our Recreation Specialist was successful and the Kidz Korner preschool raised over \$700 at the event. Supervisor Bain noted that fall swim will continue this year with 50 in attendance. There was one lifeguard used for the fall swim program.

11. UNFINISHED BUSINESS

None discussed.

12. NEW BUSINESS MOTION #5

a) Award the Bid for the Pecan Dog Park and Trail Project to the Qualified Low Bidder (pg 27): The District received two bids for this project. Exclusive Exteriors submitted a bid of \$209,000 and Swierstok Enterprises' bid was \$248,950. The District budgeted \$175,000 for the project and the engineer's estimate was \$150,000. The project will start on April 17, 2017. Director Brunberg motioned to award the bid for the Pecan Park Dog Park and Trail Project to the qualified low bidder, Exclusive Exteriors in the amount of \$209,001, and to direct the District Administrator to prepare the contract documents. The motion was seconded by Director Montes, and passed 5-0-0 with Directors Anderson, Meraz, Brunberg, Montes, and Stickney voting Aye. There were no Abstentions or Nays.

MOTION #6

- b) Award the Bid for the Community Center Remodel Project to the Qualified Low Bidder (pg 28): Admin. Foell noted that the engineer's estimate was initially \$60,000, but increased \$10,000 after changes that were made regarding a load bearing wall and new carpet. The bids received were for \$99,889 and \$114,000. Admin. Foell removed the recovering of the existing sound panels and additional sound panels from the bid documents and they will be considered as separate items at a future date. Some Board members felt the sound panels were needed but it was decided to hold off on the new sound panels until the project finances are more clear. Director Stickney felt the Finance Committee should discuss the issue. Director Brunberg motioned to award the bid for the Community Center Office Remodel Project to the qualified low bidder and directed the District Administrator to prepare the contract documents. The motion was seconded by Director Montes, and motion passed 5-0-0 with Directors Anderson, Meraz, Brunberg, Montes, and Stickney voting Aye. There were no Abstentions or Nays.

13. DIRECTOR AND STAFF COMMENTS

Rebecca, a new administrative clerk employee, introduced herself and said that she enjoyed the job so far. Admin. Foell said she had been doing very well in the position.

Coordinator Woodford spoke about the trips groups were taking and the activity guide progress for the spring.

Supervisor Bain was getting the server and phone systems ready to move for the Community Center remodel.

Supervisor Kunakey advertised the family fright night event being held the following week. On November 5, they will be showing How the Grinch Stole Christmas. The holiday craft fair was already full. The tree lighting will be held on December 2.

Ms. Von Aesch said that everything was going well and that she was always learning something new.

Admin. Foell said they were going through all of the items in the office to decide what needs to be brought during the office remodel. They were also preparing for the audit. The office was enjoying the return to being fully staffed. The school property issue was moving along but at a slow pace. He was hoping for it to be brought forward to the school within a couple weeks.

Director Montes said the Wolf Fest was a great event even in the rain. She was planning on holding the event again in 2017 but hopefully in July or August. She thanked the staff for all their work.

Director Stickney recently attended Norma Hamlin Park and was very impressed by it.

**14. ITEMS FOR NEXT
AGENDA**

Admin. Foell would like to discuss the issues involving Almond Park at the November meeting.

15. ADJOURNMENT

MOTION #7

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 7:30 p.m. On a motion by Director Brunberg seconded by Director Stickney this motion passed 5-0-0 with Directors Anderson, Meraz, Brunberg, Montes and Stickney voting Aye. There were no Abstentions or Nays.

Mike Stickney, Chairperson