

ORANGEVALE RECREATION & PARK DISTRICT

Minutes of Meeting of Board of Directors October 11, 2018

A Regular Meeting of the Board of Directors of the Orangevale Recreation & Park District was held on Thursday, October 11, 2018 at the District Office. Director Montes called the meeting to order at 6:31 p.m.

Directors present: Meraz, Swenson, Brunberg, Montes (Stickney absent)
Staff present: Greg Foell, District Administrator
Horacio Oropeza, Park Superintendent
Jennifer Von Aesch, Finance/HR Superintendent
Melyssa Woodford, Administrative Services Supervisor

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

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

5. **PUBLIC DISCUSSION** There was no public discussion.

6. **MINUTES**
MOTION #2
 - a) Approval of Minutes of August 16, 2018 Meeting (pg 1-6): This agenda item was tabled due to the improper agenda description. For the September minutes, Director Brunberg asked to have the Fire District property location clarified in the Unfinished Business section.

7. **CORRESPONDENCE**
MOTION #3
 - a) Confidential Envelope – Attorney Billing August 2018: On a motion by Director Brunberg, seconded by Director Montes, the attorney billing was approved by a vote of 4-0-0 with Directors Swenson, Brunberg, Meraz, and Montes voting Aye. There were no Abstentions or Nays. Director Stickney was absent.

 - b) Letters from Terry Benedict to the Board of Directors and Response from District Administrator (pg 7-29): The Board had no additional comments to add to the Administrator’s response. Mr. Benedict was sent a letter previously indicating that the District would no longer respond to letters from 2001-2002 that had previously been addressed. Admin. Foell decided to respond to these letters because some items did not refer to 2001-2002.

 - c) Letter from the California Association for Park & Recreation Indemnity (CAPRI) Regarding Announcement of new Executive

Director (pg 30-31): Matt Duarte was the newly hired executive director.

MOTION #4

- d) Letter from the California Association for Park & Recreation Indemnity (CAPRI) Calling for Nominations (pg 32-33): Admin. Foell reported that nominations were open for anyone who was interested. Director Montes motioned to nominate Director Meraz to run as a candidate. On a motion by Director Montes, seconded by Director Swenson, the agenda was approved by a vote of 4-0-0 with Directors Swenson, Brunberg, Meraz, and Montes voting Aye. There were no Abstentions or Nays. Director Stickney was absent.
- e) Notice from the Sacramento Local Agency Formation Commission Regarding Vacancies for the Public Member and Alternate Public Member Positions on the Commission (pg 34): This notice was of the deadline for candidates being November 1.

8. CONSENT CALENDAR

MOTION #5

No consent items were discussed. On a motion by Director Brunberg, seconded by Director Meraz, the consent calendar was approved by a vote of 4-0-0 with Directors Swenson, Brunberg, Meraz, and Montes voting Aye. There were no Abstentions or Nays. Director Stickney was absent.

8.1 CONSENT MATTERS GENERAL FUND

- a) Ratification of Claims for September 2018 (pg 35-36)
- b) Budget Status Report for September 2018 (pg 37-39)
- c) Revenue Report for September 2018 (pg 40)

8.2. OLLAD CONSENT MATTERS

- a) Ratification of Claims for September 2018 (pg 41-42)
- b) Budget Status Report for September 2018 (pg 43-44)

8.3. KENNETH GROVE CONSENT MATTERS

- a) Budget Status Report for Period 13 2018 (pg 22)
- b) Ratification of Claims for July 2018 (pg 23)
- c) Budget Status Report for July 2018 (pg 24)

9. NON-CONSENT MATTERS GENERAL FUND

Not discussed.

10. STANDING COMMITTEE REPORTS

- a) Administration and Finance: No report.
- b) Maintenance and Operation: No report.
- c) Recreation Committee: No report.
- d) Personnel & Policy – Recap of October 3, 2018 (pg 47): Both items discussed at this meeting are on this agenda, including an HMO versus high deductible health plans with health savings accounts and a \$100 per month waived health insurance stipend. High deductible plans are cheaper in cost so the District could

cover the full premium amount. The employee deductible portion for a high deductible plan would be \$2,700 for a year. County employees are given incentives to enroll in the high deductible plan and the District is considering a similar policy. Incentives/benefits would include establishing a health savings account which allows employees to build a fund to pay for program deductibles as well as double as a savings for retirement health benefits. The health benefits waiver policy was also discussed. The Board would be presented with a proposal to provide a \$100 stipend for employees who waived their health insurance coverage due to being double insured.

- e) Government: No report.
- f) Planning Committee: No report.
- g) Trails Committee: No report.
- h) Ad Hoc Committee: No report.

11. ADMINISTRATOR'S REPORT

- a) Monthly Activity Report – September 2018 (pg 48-51): Admin. Foell attended several meetings, including one discussing the new playground at the Youth Center. The SCERS retirement system enrollment requirements are changing as of January 1, 2019. SCERS recognized that member District's would like their part-time seasonal/temporary positions to be able to work more than 20 hours per week throughout the year without being required to enroll in SCERS. After discussions with the District's, SCERS changed the policy beginning January 1, 2019 to allow part-time, seasonal, and temporary employees to work up to 1,560 hours per year without enrollment in SCERS. Recreation Coordinator Woodford said the Top Notch basketball program was going well and the rummage sale was successful. Family Fright Night and kids' night out nights were coming up soon. Superintendent Oropeza had been performing basic maintenance in all of the parks. He and other staff members attended the CPRS Elk Grove Equipment Expo and networked with vendors and other park district employees. Full-time staff received Arbor Pro training.

Regarding the County's Hazel Avenue sidewalk project, Admin. Foell received an offer from the County to purchase a small section of the Youth Center Park for a Bus Stop for \$5,900. He spoke with them further about doing some sidewalk work on the east side of Hazel.

A meeting for regional trail planning was held. Roseville has filled in several trail gaps, and the District will be filling in some of their gaps with the Electric Greenway Project. Admin. Foell met with Mr. Anderson from Sunrise and Mr. Fisher from Placer County, and they will reach out to several other entities to discuss the remaining trail gaps.

- b) Update on the Land Swap with San Juan Unified School District (verbal): Admin. Foell stated he will be signing documents with the title company within the next few days. The property runs from the horse arena parking lot to the school fence.
- c) Disc Golf Ad Hoc Committee Meeting – Wednesday, October 10, 2018 (verbal): Directors Montes and Meraz attended this meeting. They received a lot of feedback regarding the pay to play option. The general committee consensus was that it was not feasible at this time to recommend pay to play, but that Admin. Foell will work with the club in order to collect funds and work on the projects that need to be completed. The minutes from this meeting will be brought to the December Board meeting for further discussion.

12. UNFINISHED BUSINESS

There was no unfinished business.

13. NEW BUSINESS

MOTION #6

- a) Public Hearing: Approval of Addendum to the Agreement Between the Orangevale Recreation & Park District and Final 9 Sports dated October 10, 2002 to Extend the Term for an Additional Five Years Through October 9, 2023 (pg 52-74): Admin. Foell noted that the District’s attorney reviewed the agreement. The staff report contained the attorney’s detailed review of the contract, which generally indicates the contract was intact and addressed what it needed to. The insurance provisions are up to date. Regarding the rent increase, Final 9 and the District agreed on the rent being \$550 per month. Director Meraz recommended increasing advertising for the club. Public Hearing was opened.

Jenny Knisley thanked the Board and District. She said they provide experience and knowledge to all the players that come to their location. Bruce Knisley added that they had offered classes, but they have not been very successful. They have players from out of town, including from Finland, and players of all ages.

The Public Hearing was closed with no other comments. On a motion by Director Brunberg, seconded by Director Montes, the Addendum was approved with the effective rent increase date of November 1, 2018 by a vote of 4-0-0 with Directors Swenson, Brunberg, Meraz, and Montes voting Aye. There were no Abstentions or Nays. Director Stickney was absent.

MOTION #7

- b) Public Hearing: Approve Changes to the Conflict of Interest Code Pursuant to the Political Reform Act of 1974 and Authorize the District Administrator to Sign the County of Sacramento Bi-Annual Review Statement (pg 75-87): The Public Hearing was opened and closed with no comments. On a motion by Director Montes, seconded by Director Meraz, the changes were approved

by a vote of 4-0-0 with Directors Swenson, Brunberg, Meraz, and Montes voting Aye. There were no Abstentions or Nays. Director Stickney was absent.

MOTION #8

- c) Ordinance 18-11-0003, Introduce and Waive First Reading of Ordinance Regulating Encroachments Upon District Property to be Included in the Ordinance Code of the Orangevale Recreation and Park District (pg 88-103): The District does not have a formal ordinance regarding encroachments, and so the District's attorney recommended an ordinance be adopted. On a motion by Director Montes, seconded by Director Brunberg, introduction and waiving the first reading of Ordinance 18-11-003 was approved by a vote of 4-0-0 with Directors Swenson, Brunberg, Meraz, and Montes voting Aye. There were no Abstentions or Nays. Director Stickney was absent.

MOTION #9

- d) Discussion and Possible Approval of an Employee Health Benefit Waived Stipend Policy (pg 104): This item was discussed previously in the meeting. On a motion by Director Brunberg to approve an employee health benefits waived stipend of \$100 per month, seconded by Director Montes, the item was approved by a vote of 4-0-0 with Directors Swenson, Brunberg, Meraz, and Montes voting Aye. There were no Abstentions or Nays. Director Stickney was absent.

MOTION #10

- g) Discussion and Possible Approval of the District Contributing the Savings (Associated with Employees Changing from an HMO Health Plan to a High Deductible Plan) to an Employees Health Savings Account (HSA) (pg 105-106): Admin. Foell recommended this item be approved. It allows employees to save for their own retirement health benefits plus it is a pre-tax deduction. The committee recommended the District contribute 75 percent of savings into the HSA accounts for an employee's first year of enrollment, 50% in the second year, and 25% in year three and thereafter. On a motion by Director Brunberg, to approve the District contribute the savings associated with employees changing from an HMO health plan to a High Deductible plan to an employee's health savings account under the following schedule, 75 percent of its saving into the HSA accounts in the first year an employee enrolls, 50 percent in the second year they continue in the high deductible plan, and 25 percent in year three and thereafter that they are enrolled in the high deductible plan, seconded by Director Montes, the item was approved by a vote of 4-0-0 with Directors Swenson, Brunberg, Meraz, and Montes voting Aye. There were no Abstentions or Nays. Director Stickney was absent.

14. DIRECTOR AND STAFF COMMENTS

Coordinator Woodford thanked the District for always thinking of their employees.

Superintendent Oropeza also thanked the District for the new

healthcare option and felt it would benefit the younger employees. He added that the part-time employees' hours were ending and so they will be leaving.

Ms. Von Aesch was getting ready for the audit in November.

Admin. Foell said Superintendent Oropeza was doing a great job, and felt they had a great group of staff. He added that he will be going on vacation at the end of October.

Director Swenson thanked Ms. Von Aesch for attending the committee meeting and bringing the information to the Board regarding the health benefits.

Director Brunberg was also excited for the new health insurance options and thanked Ms. Von Aesch for her work.

Director Meraz stated that agencies are working to interpret a new court ruling regarding transients use of public parks and other public spaces.

Director Montes thanked the staff. She was looking forward to the community harvest dinner on November 3. The Best of Orangevale will be on February 9. She and Admin. Foell attended the Orangevale Community Council, which was a great event. She also stated that Tomich Orchards was purchased, and they will be preserving it as a working orchard.

**15. ITEMS FOR NEXT
AGENDA**

No items were discussed.

**16. ADJOURNMENT
MOTION #11**

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 7:58 p.m. On a motion by Director Brunberg, seconded by Director Montes, the adjournment was approved by a vote of 4-0-0 with Directors Swenson, Brunberg, Meraz, and Montes voting Aye. There were no Abstentions or Nays. Director Stickney was absent.

Lisa Montes, Acting Chairperson