

Orangevale Recreation and Park District

TALLY SHEET FORM

Date: 3/12/09

#	Motion	Move	2nd	Vote					AYES	NOS	ABST.
1a	Motion #1	M	H	C	S	M	B	H	5	0	0
6a	Motion #2	H	S	S	M	B	H	C	5	0	0
7a	Motion #3	H	C	M	B	H	C	S	5	0	0
7.1a	Motion #4	H	M	B	H	C	S	M	5	0	0
7.2a	Motion #5	H	B	H	C	S	M	B	5	0	0
11.a	Motion #6	B	H	C	S	M	B	H	5	0	0
11.b	Motion #7	B	H	S	M	B	H	C	5	0	0
11.c	Motion #8	B	M	M	B	H	C	S	5	0	0
	Motion #9			B	H	C	S	M			
	Motion #10			H	C	S	M	B			
	Motion #11			C	S	M	B	H			
	Motion #12			S	M	B	H	C			
	Motion #13			M	B	H	C	S			
	Motion #14			B	H	C	S	M			
	Motion #15			H	C	S	M	B			

Board of Directors	
C=Caldwell	✓
S=Stickney	✓
M=Meraz	✓
B=Brunberg	A ✓ 6:37
H=Hawkins	✓

District Staff	
Mero	
West	✓
Turner	✓
Wheat	✓

Comments: _____

ORANGEVALE RECREATION & PARK DISTRICT

Minutes of Meeting of Board of Directors February 12, 2009

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on Thursday, February 12, 2009 at the District Office. Chairperson Stickney called the meeting to order at 6:30 p.m.

Directors present: Caldwell, Meraz, Stickney, Brunberg, Hawkins

Staff present: Tim Mero, Administrator
Cindy Turner, Recreation Superintendent
Cynthia Wheat, Finance and Personnel Supervisor
Chuck West, Park Superintendent
Patty O'Connor, Minute Clerk

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

4. **PUBLIC DISCUSSION** The public present did not wish to address the board.

5. **MINUTES** a) Minutes of January 8, 2009 Regular Meeting:
Upon a motion by Director Meraz, seconded by Director Stickney, the minutes of January 8, 2009 were approved by a 5-0 vote.
MOTION #1

b) Recap of Special Meeting of January 29, 2009:
Upon a motion by Director Hawkins, seconded by Director Brunberg, the minutes of January 29, 2009 were approved by a 5-0 vote.
MOTION #2

6. **CORRESPONDENCE** a) Confidential Envelope – Attorney Billing:
Upon a motion by Director Hawkins, seconded by Director Brunberg, it was approved by a 5-0 roll call vote to pay the attorney billing.
MOTION #3

b) Letter from Mr. Terry Benedict requesting a copy of the bylaws. The letter was turned over to legal counsel. He was given a copy of the Board's Duties and Responsibilities and a copy of the Board's Operating Procedures.

- c) Letter from Fair Oaks – Orangevale Little League: Steve Leland addressed the board requesting the possibility of providing remembrance for Sean Lovitt, a community supporter who recently passed away. A bench and/or tree were discussed, along with the future snack bar. Supt. Turner and West will discuss the issue with Mr. Leland.
- d) Letter from Final 9: Request for meeting to discuss park improvements and pay to play. The matter was referred initially to the planning committee and will eventually be discussed by maintenance and finance committees. Supt. West will walk through with Mr. Oates prior to the committee meetings.

7. CONSENT MATTERS – GENERAL FUND

MOTION #4

- a) Ratification of Claims for January 2009: Upon a motion by Director Hawkins, seconded by Director Brunberg, it was approved by a 5-0 roll call vote to accept and ratify the Claims.
- b) Budget Status Report for January 2009: For information.
- c) Revenue Report for January 2009: For information and review.
- d) Reserve Status Report for January 2009: For review and information.

7.1. OLLAD CONSENT MATTERS

MOTION #5

- a) Ratification of Claims for January 2009: Upon a motion by Director Hawkins, seconded by Director Meraz, the acceptance and ratification of claims was approved by a 5-0 roll call vote.
- d) Budget Status Report for January 2009: For information and review.

7.2. KENNETH GROVE CONSENT MATTERS

MOTION #6

- a) Ratification of Claims for January 2009: Upon a motion by Director Brunberg, seconded by Director Meraz, it was approved by a 5-0 roll call vote to accept and ratify the claims.
- d) Budget Status Report for January 2009: For

information and review.

8. OLLAD

a) Nothing to discuss.

8.1. KENNETH GROVE

a) Nothing to discuss.

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: There was no report.

f) Planning: No report.

g) Ad Hoc Committee Reports: There were no reports.

Staff and the Board were advised to check their calendars to plan for upcoming committee meetings.

10. ADMINISTRATOR'S REPORT

a) Public Meeting Time Change: Admin. Mero reported the next public meeting on the Orangevale Community Center area master plan will be held March 2, 2009 at 6:30 p.m.

b) Update on Cresleigh Homes/Park Access: District received a letter from Cresleigh Homes outlining a proposed agreement regarding the access improvements. They requested a letter on District letterhead outlining the district's intentions for the 10x12 piece of property. Admin. Mero presented the letter for the board's review. It is currently being reviewed by legal counsel.

c) Recap of Meeting with San Juan USD Superintendent: Admin. Mero provided a recap of his meeting with Dr. Pat Jaurequi of SJUSD, on January 23, 2009. The Orangevale Open and other properties were discussed. He believed the meeting went well and both parties agreed to keep communication open. No future meetings were scheduled.

- d) Timeline for Hiring District Administrator :
Position: The vacancy has been announced with an application deadline of March 11. Interviews will be conducted by a panel of 2 current board members, 2 members of other districts, and 1 citizen. The appointment should be completed by April 9. Supt. Turner has been appointed the Interim District Administrator.

11. UNFINISHED BUSINESS

- a) Assignments of Committees: The committees were announced:

Admin/Finance – Caldwell (ch) and Stickney
Maint/Operations – Hawkins (ch) and Meraz
Recreation – Meraz (ch) and Caldwell
Planning – Stickney (ch) and Brunberg
Trails – Brunberg (ch) and Hawkins
Govt. – Meraz (ch) and Brunberg
Personnel and Policy - Caldwell (ch) and Stickney

12. NEW BUSINESS

- a) KG Replanting Landscape: Lawnman Landscape estimated the landscape upgrade on Greenback Lane at \$1,995.00. The work was completed.

MOTION #7

- b) SCI – OLLAD Proposal: Upon a motion by Director Brunberg, seconded by Director Hawkins, the SCI proposal for providing professional consulting, Engineer of Work and levy administration for OLLAD was approved by a 5-0 roll call vote.

MOTION #8

- c) SCI – KG Consulting Proposal: Upon a motion by Director Meraz, seconded by Director Stickney, the SCI proposal for providing professional consulting, Engineer of Work and levy administration for Kenneth Grove was approved by a 5-0 roll call vote.

MOTION #9

- d) Verizon Emergency Generator Agreement: Verizon has requested permission to retrofit the horse arena site to include a diesel generator. They will compensate the district an additional \$2,000 per year. The tank will be under the unit and will not increase the footprint. Upon a motion by Director

Brunberg, seconded by Director Hawkins, it was voted 5-0 roll call vote to approve the contract amendment.

- e) Recap of MTW Public Meeting of January 20, 2009: A meeting was held on January 20, 2009. Only one community member attended.
- f) Minutes of Staff MTW Recap Meeting of January 20, 2009.
- g) MTW Request for Fiscal Adjustment: MTW has requested additional funding to have an aerial mapping photo for a clear image of the properties involved, at a cost of \$5,150. It will include 5' elevation changes. Upon a motion by Director Brunberg, seconded by Director Hawkins, it was voted 5-0 roll call to approve the request for an aerial mapping photo. The board then requested a color photograph. The motion and second were amended to designate a colored photo.

13. **DIRECTOR AND STAFF COMMENTS**

- a) Request Maintenance Committee Meeting to Review Maintenance Management Plan: To be arranged.
- b) Staff – News Release for MTW Public Meeting of March 2, 2009.
- c) Reminder District Office Closed February 16, 2009 for President’s Day.

Super. Wheat requested everyone complete the audit review and be prepared to discuss at next month’s meeting.

Supt. West reported on the correspondence received from the neighbor at Snipes Pershing thanking staff for the patrol.

Supt. Turner reported two requests were received for fireworks booths, and both were approved in house, per board direction.

Supt. Turner noted Super. Wheat and she will be attending the county budget meeting regarding property taxes for special districts and a seminar on special districts governance.

In honor of Admin. Mero's dedicated service to the District and the community, he was presented a proclamation from the county upon his retirement. He was also presented a plaque from the board and staff. Cake was enjoyed by all.

14. **ITEMS FOR NEXT AGENDA**

Library, Anderson Property and Trails are ongoing issues.

15. **ADJOURNMENT**

With no further business to discuss, the meeting of the Board of Directors was adjourned at approximately 8:00 p.m.

Mike Stickney, Chairperson