

ORANGEVALE RECREATION & PARK DISTRICT

Minutes of Meeting of Board of Directors November 9, 2017

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on Thursday, November 9, 2017 at the District Office. Director Stickney called the meeting to order at 6:32 p.m.

Directors present: Meraz, Brunberg, Stickney, Swenson, Montes
(Brunberg arrived at 6:37 p.m.)

Staff present: Greg Foell, District Administrator
Scott Wade, Interim Park Superintendent
Jennifer Von Aesch, Finance/HR Manager
Jason Bain, Recreation Supervisor

3. **PLEDGE OF ALLEGIANCE** The Pledge of Allegiance was conducted.
4. **APPROVAL OF AGENDA**
MOTION #1 On a motion by Director Montes, seconded by Director Meraz, the agenda was approved 4-0-1 with Directors Meraz, Stickney, Swenson, and Montes voting Aye. Director Brunberg was absent. There were no Nays.
5. **PUBLIC DISCUSSION** There was no public discussion.
6. **MINUTES**
MOTION #2
 - a) Approval of Minutes of September 14, 2017 Meeting (pg 1-6): On a motion by Director Montes, seconded by Director Meraz, the minutes were approved 4-0-1 with Directors Stickney, Meraz, Montes, and Swenson voting Aye. Director Brunberg was absent. There were no Nays.
7. **CORRESPONDENCE**
MOTION #3
 - a) Confidential Envelope – Attorney Billing August 2017: On a motion by Director Montes, seconded by Director Meraz, the billing was approved 4-0-1 with Directors Stickney, Meraz, Montes, and Swenson voting Aye. Director Brunberg was absent. There were no Nays.
 - b) Letter from Terry Benedict dated September 26, 2017 (1), and Response from the District Administrator (pg 7-8): Admin. Foell addressed questions Mr. Benedict proposed from Board meetings in the past. The Board felt his response was appropriate.
 - c) Letter from Terry Benedict dated October 18, 2017 (1), and Response from the District Administrator (pg 9-10): Admin. Foell addressed questions Mr. Benedict proposed from Board meetings in the past. The Board felt his response was appropriate

d) Letter from Gay Jones to the Board of Directors (pg 11): Ms. Jones requested the Board's vote for the LAFCo Board. Director Stickney and Admin. Foell felt she did a great job.

MOTION #4 AND #5

e) Selection of Sacramento Local Agency Formation Commission (LAFCo) Special District Commissioner and Alternate Special District Commissioner (pg 12-33): The three candidates were Gay Jones, Senica Gonzalez, and Michael Yearwood. The selection for Ballot A was selected as Gay Jones. On a motion by Director Stickney, seconded by Director Meraz, and approved 4-0-1 with Directors Stickney, Meraz, Brunberg, and Montes voting Aye. Director Swenson abstained. There were no Nays. The selection for Ballot B was selected as Michael Yearwood. On a motion by Director Stickney, seconded by Director Meraz, and approved 4-0-1 with Directors Stickney, Meraz, Brunberg, and Montes voting Aye. Director Swenson abstained. There were no Nays.

8. CONSENT CALENDAR

No consent matters were discussed.

MOTION #3

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

8.1 CONSENT MATTERS GENERAL FUND

- a) Ratification of Claims for September 2017 (pg 34-35)
- b) Budget Status Report for September 2017 (pg 36-38)
- c) Revenue Report for September 2017 (pg 39)

8.2. OLLAD CONSENT MATTERS

- a) Ratification of Claims for September 2017 (pg 40-41)
- b) Budget Status Report for September 2017 (pg 42-43)

8.3. KENNETH GROVE CONSENT MATTERS

- a) Ratification of Claims for September 2017 (pg 44)
- b) Budget Status Report for September 2017 (pg 45)

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 2017 (pg 46-49): Admin. Foell attended the Special District Association Conference, which he enjoyed and found very helpful. He also met with County representatives to talk about the Hazel Avenue improvement project, which included a bike path, sidewalks, crosswalk, and bus stop. He will be watching the progression of this project. Admin. Foell answered questions from the Board regarding the crosswalk and lighting for this project. Director Meraz felt they needed to put a flashing light at the top of the hill to warn cars of pedestrians. The tree planting in October went very well. Superintendent Wade discussed the watering plan for these trees, which included a 20 gallon water bag that goes around the tree trunks. Eight trees were also planted at the Youth Center.
- b) Monthly Activity Report – October 2017 (50-53): Admin. Foell attended the Electric Greenway kickoff meeting. Supervisor Frost and Matt Hedges went on a park tour with Admin. Foell, Director Brunberg, and Director Swenson which went very well and was well received. Director Brunberg agreed that the tour went very well and enjoyed that Supervisor Frost was enthusiastic about the District's plans. Superintendent Wade added that they were continuing to work on projects, including using the wood chipper for chips around the new trees. Admin. Foell commended the Disc Golf Club for their help with planting trees. Final 9 Sports hosted a lunch barbeque for their anniversary and those that planted trees. Several sports fields were over-seeded and Admin. Foell was hopeful that this along with weed control will improve the Districts sports fields. Director Stickney thought the Trunk or Treat was fun to attend. Ms. Von Aesch noted that the open enrollment period for health benefits ended. A new payroll software will begin on January 1st.
- c) Report on Park Bond (verbal): The Park Bond passed the legislature and will be on the ballot in June 2018. The District will receive slightly less than planned but Admin. Foell said it will still help tremendously.
- d) Information on Cell Tower Contract Extensions (verbal): These contracts end in 2024 or 2025 and there had been discussions about extending these contracts. However, the companies pulled the first offer off the table and so the District had decided to cease discussions with the companies at this time.
- e) Update on Electric Greenway Grant Funding (verbal): This project was moving forward, but Admin. Foell noted it will take a full year before construction will begin.
- f) Holiday Closure of Orangevale Community Center, December 23 – January 2: The center will reopen on January 3, 2018.
- g) Update on Heathercross Way Development Project (next to

Kenneth Grove) (verbal): An applicant would like to build three homes on this parcel. The District was interested in this project because a portion adjoins with our Kenneth Grove landscape. The District sent conditions of approval to the County Planning Department.

11. UNFINISHED BUSINESS

There was no unfinished business to discuss.

12. NEW BUSINESS

MOTION #10

- a) Approval of Agreement for Exchange of Real Property to Effectuate a Boundary Line Adjustment and Resolution 17-11-589 Authorizing Property Exchange Between Orangevale Recreation & Park District at 6550 Filbert Avenue/Orangevale Sports Field and Green Oaks Fundamental School/Orangevale Community Park (pg 54-94): This will exchange/swap two pieces of property, almost identical in size, between the District and San Juan Unified School District. This agreement involves parcel numbers 213-005-013 and 223-022-015. The Board discussed details regarding the property lines and what exactly was involved in the exchange. Director Meraz motioned to approve the agreement for exchange of real property between San Juan Unified School District and Orangevale Recreation and Park District and resolution number 17-11-589 authorizing Orangevale Recreation & Park District to finalize an exchange of real property with the San Juan Unified School District by lot line adjustment affecting Orangevale Recreation & Park District real property known as Orangevale Community Park and Orangevale sports fields, and the map to reflect an existing 30 foot easement on the south property line extending from Filbert Avenue westward to the Orangevale Community Park parking lot. He also motioned to authorize the District Administrator to execute the agreements. The motion was seconded by Director Montes, the agreement and resolution were approved 5-0-0 with Directors Stickney, Meraz, Montes, Brunberg, and Swenson voting Aye. There were no Abstentions or Nays.

MOTION #11

- b) Denial of Claim (to Start Statute of Limitations) by Rachael Chenoweth against Orangevale Recreation & Park District (pg 95-100): This claim has been referred to the claims adjuster. On a motion by Director Montes, seconded by Director Brunberg, the denial was approved 5-0-0 with Directors Stickney, Meraz, Montes, Brunberg, and Swenson voting Aye. There were no Abstentions or Nays.

MOTION #9

- c) Approval of Agreement with MTW Landscape Architects to Provide Master Plan Services for Orangevale Community Park in the Amount of \$38,515 (pg 101-113): Peter Larimer from MTW presented the Orangevale Community Park Master Plan proposal to the Board. Mr. Larimer showed an example of the 2009 Orangevale Community Center Park Master Plan project for reference. He also stressed the importance of having a master plan. He noted the highlights of the master plan for the Community Park

and how it would include all of the existing features of the park. Community input will be taken into account before plans were made. Admin. Foell felt master plans were critical in order to create lists of what the Board and District wanted to accomplish at each park. He also felt input from the community and gaining the public's support was very important. Director Montes did not feel this was the right time for this type of agreement and expense. Director Stickney felt it should be done now so the District can develop a plan of how to spend money on park improvements. Director Meraz added that when applying for grants a master plan was required. Director Swenson motioned to approve the agreement with MTW to complete the Orangevale Community Park master plan in the amount of \$38,515 and authorize the District Administrator to execute the agreement. This motion was seconded by Director Meraz, and the agreement was approved 4-1-0 with Directors Stickney, Meraz, Brunberg, and Swenson voting Aye. Director Montes voted Nay. There were no Abstentions.

MOTION #12

d) Approval to Purchase a Gopher Eradication System in the Amount of \$6,989.77 (pg 114-115): Superintendent Wade described the significant gopher issue in the fields. He had researched several methods of eradication and the best method was an engine that drives compressed gasses into the gopher holes. Director Montes motioned to approve this system, Director Brunberg seconded the motion, and it was approved 4-0-1 with Directors Meraz, Brunberg, Swenson, and Montes voting Aye. Director Stickney abstained. There were no Nays.

MOTION #7 AND #8

e) Approval of Request from the Shady Oaks Disc Golf Club to Sell 20 Existing Baskets and Purchase 20 New Baskets for the Disc Golf Course (pg 116): Admin. Foell explained that the disc golf club would like to sell the old baskets via a fundraiser and buy new baskets. Final 9 Sports agreed to take care of the money exchange. The goal was to complete the transactions by February 28, 2018. Director Montes questioned as to if the golf club was non-profit. Jeff Silver from the Disc Golf Club stated the they are not currently a non-profit. Director Montes felt it was not good practice for Final 9 to handle the financial aspect of the plan, and that it should be done through the District. Staff recommendation was to approve this request. Director Brunberg motioned to approve the request from Shady Oaks Disc Golf Club and Director Stickney seconded the motion. The Board felt the purchase should be done in a financially responsible way and the District be transparent with the purchase of new baskets and the sale of the existing baskets. Admin. Foell recommended a motion that the Board approve to surplus the 20 old baskets so that they can be sold. Director Montes motioned that the District purchase 20 new disc golf baskets, and surplus the 20 existing baskets for sale at a later date. In addition, to authorize the District Administrator and staff to work out the details of the purchase of baskets and sale of surplus baskets. The motion was approved 5-0-0 with Directors

Meraz, Brunberg, Stickney, Swenson, and Montes voting Aye.
There were no Abstentions or Nays.

MOTION #13

- f) Approval of the Agreement with the Chamber of Commerce to Hold the Pow Wow Days Event in Orangevale Community Park from May 31-June 3, 2018 (pg 117-131): On a motion by Director Brunberg, seconded by Director Meraz, the agreement was approved 4-0-1 with Directors Stickney, Meraz, Brunberg, and Swenson voting Aye. Director Montes abstained. There were no Nays.

13. DIRECTOR AND STAFF COMMENTS

Supervisor Bain reminded the Board of the Tree Lighting event on December 1st and the Craft Fair on November 18th.

Admin. Foell noted that the staff appreciation lunch was on December 15th at 11:30 a.m.

Superintendent Wade and the crew was completing a lot of tree work during this time of year.

Ms. Von Aesch was prepping for the audit in December.

Admin. Foell was excited about what was happening throughout the District.

Director Montes was thankful for all of the staff's hard work.

Director Swenson felt the staff was working well together.

Director Brunberg thanked the staff for their good work.

Director Stickney thought the trees near Rollingwood looked "shaky".
Admin. Foell said this was due to the excessive water around the trees after last year's rain fall.

14. ITEMS FOR NEXT AGENDA

No items were discussed.

15. CLOSED SESSION

- a) Closed Session Pursuant to Government Code Section 54957
Public Employee Performance Evaluation: District Administrator

16. RESUME PUBLIC SESSION & ANNOUNCE ACTIONS FROM CLOSED SESSION

No action was taken. Direction was given.

17. ADJOURNMENT

MOTION #8

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 9:10 p.m. On a motion by Director Brunberg, seconded by Director Montes, adjournment was approved 5-0-0 with Directors Meraz, Brunberg, Stickney, Swenson, and Montes voting Aye. There were no Abstentions or Nays.

Mike Stickney, Chairperson