

ORANGEVALE RECREATION & PARK DISTRICT

Minutes of Meeting of Board of Directors April 13, 2017

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on Thursday, April 13, 2017 at the District Office. Director Stickney called the meeting to order at 6:33 p.m.

Directors present: Stickney, Meraz, Brunberg, Montes (One Vacant Position)
Staff present: Greg Foell, District Administrator
Scott Russell, Park Superintendent
Jennifer Von Aesch, Finance/HR Manager
Melyssa Woodford, 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 Brunberg, the agenda was approved 4-0-0 with Directors Meraz, Stickney, Brunberg, and Montes voting Aye. There were no Abstentions, Nays, or Absent.
5. **PUBLIC DISCUSSION**

Ed Fuchs runs the American River FC soccer club, a year-round competitive club with 95% of the members being from the surrounding areas. He noted that the fields in Orangevale were the nicest that they play on. He donated \$1,000 to the District in order to help cover the maintenance of the fields, which will be directly given to the field maintenance category of the budget.
6. **MINUTES**
MOTION #2

a) Approval of Minutes of March 9, 2017 Meeting (pg 1-10): On a motion by Director Montes, seconded by Director Meraz, the minutes were approved 3-0-0 with Directors Meraz, Stickney, and Montes voting Aye. Director Brunberg Abstained. There were no Nays or Absent.
7. **CORRESPONDENCE**
MOTION #3

a) Confidential Envelope – Attorney Billing January 2017: On a motion by Director Brunberg, seconded by Director Montes, the attorney billing was approved 4-0-0 with Directors Meraz, Stickney, Brunberg, and Montes voting Aye. There were no Abstentions, Nays, or Absent.

b) Letter from Terry Benedict Requesting Board Adopted Policy that Authorizes the Administrator to Provide Written Response to Agenda Requests from Members of the Public and the Letter of Response from the District Administrator (pg 11-13): Admin. Foell included the letter in the Board packet. He noted that the policy stated that public requests go into the correspondence area

of the agenda, and the Board discusses the item and how it should be handled. If needed, it will be put on the next month's agenda. Director Brunberg added that the item may be referred to a committee as well.

- c) Letter from CARPD Announcing Nominations for Candidates Interested in Serving on the CARPD Board of Directors (pg 14-15): It was noted that Director Meraz was interested in being nominated for this position.

8. CONSENT CALENDAR

MOTION #4

On a motion by Director Brunberg, seconded by Director Stickney, the consent items were approved 4-0-0 with Directors Meraz, Stickney, Brunberg, and Montes voting Aye. There were no Abstentions, Nays, or Absent.

8.1 CONSENT MATTERS GENERAL FUND

- a) Ratification of Claims for February 2017 (pg 16)
- b) Budget Status Report for February 2017 (pg 17-18)
- c) Revenue Report for February 2017 (pg 19)
- d) Ratification of Claims for March 2017 (pg 20-21)
- e) Budget Status Report for March 2017 (pg 22-24)
- f) Revenue Report for March 2017 (pg 25)

8.2. OLLAD CONSENT MATTERS

- a) Ratification of Claims for February 2017 (pg 26)
- b) Budget Status Report for February 2017 (pg 27)
- c) Ratification of Claims for March 2017 (pg 28-29)
- d) Budget Status Report for March 2017 (pg 30-31)

8.3. KENNETH GROVE CONSENT MATTERS

- a) Ratification of Claims for February 2017 (pg 32)
- b) Budget Status Report for February 2017 (pg 33)
- c) Ratification of Claims for March 2017 (pg 34)
- d) Budget Status Report for March 2017 (pg 35)

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 – March 2017 (pg 36-38): Admin. Foell stated that Director Anderson passed away on April 4, 2017 after a battle with cancer. The services were to be held April 18 at 11:00 a.m. at the Divine Savior Church. Director Anderson was deeply involved in the Orangevale community with pony ball and soccer,

as well as other activities. A moment of silence was held in his memory.

Admin. Foell noted that regarding the Turning Point project issue, he sent a letter to CPAC and the Board of Supervisors that he believed was well received. He learned that the zoning for the property was not going to be changing. Director Meraz added that there was still a potential for the zoning to be changed in the future. Further, the group has determined that they would start looking for another site in Orangevale that would fit better for the facility. Admin. Foell provided an update on the remodeling project. He felt like the space was much brighter and looked very nice. He also stated that Superintendent Russell had been working on the fields and getting them ready for sports play. Superintendent Scott noted that two of his staff members were now certified playground safety inspectors. He said they have been tracking the weather in order to make a mowing schedule. Coordinator Woodford said the rummage sale was happening soon, as well as the Creek Week event and craft fair. Summer swimming events are about to get started as well. Pickleball is starting in May for the summer with semi-open session classes being held.

11. UNFINISHED BUSINESS

None discussed.

12. NEW BUSINESS

MOTION #5

a) Approve the Qualified Low Bid for the Almond Park Shade Structure Project from Northern Pacific Builders in the Amount of \$55,259 and Approve the Agreement with Northern Pacific Builders to Construct the Almond Park Shade Structure Project (pg 39-54): The project would take up to 120 days to complete. Director Brunberg motioned that the Board approve the low bid for the Almond Park Shade Structure Project from Northern Pacific Builders in the amount of \$55,259 and approve the agreement with Northern Pacific Builders to construct the Almond Park Shade Structure. The motion was seconded by Director Montes and the bid was approved 4-0-0 with Directors Meraz, Stickney, Brunberg, and Montes voting Aye. There were no Abstentions, Nays, or Absent.

MOTION #6

b) Approve the Qualified Low Bid for the Orangevale Community Park Oak & Filbert Pathway Project from TJR Resources, Inc. in the Amount of \$148,099 and Approve the Agreement with TJR Resources, Inc. to Construct the Orangevale Community Park Oak & Filbert Pathway Project (pg 55-72): The budget for this project was \$150,000 and so Admin. Foell added on Alternate 1 to extend the pathway. The project was going to take approximately 45 days to complete. They decided to amend the bid on the dirt and asphalt removal process. Director Stickney recommended that extra seeding be done on the field during this project. Director Brunberg motioned that the Board approve the qualified low bid for the Orangevale Community Park Oak & Filbert Pathway Project from

TJR Resources in the amount of \$148,099 and approve the agreement with TJR, Inc. to construct the Oak & Filbert pathway project. The motion was seconded by Director Stickney and approved 4-0-0 with Directors Meraz, Stickney, Brunberg, and Montes voting Aye. There were no Abstentions, Nays, or Absent.

- c) Approval of Resolution 17-04-568, Approving the Nomination of Manuel “Manie” Meraz to Run for Election to the Board of Directors of the California Association of Recreation and Park Districts (CARPD) and when Elected, Approving Him as the District’s Representative to that Board (pg 73): On a motion by Director Montes and seconded by Director Brunberg, and the resolution was approved 4-0-0 with Directors Meraz, Stickney, Brunberg, and Montes voting Aye. There were no Abstentions, Nays, or Absent.

MOTION #7

13. DIRECTOR AND STAFF COMMENTS

Ms. Von Aesch was unpacking boxes from the relocating and audit that had occurred. She will also have to on-board several part-time staff members.

Recreation Supervisor Woodford spoke about the trips that people had registered to take.

Superintendent Russell felt they were in good shape weather-wise. He said the new employee was so excited to be working with the District.

Admin. Foell explained that the Board would have to appoint a new Board member within 60 days to take Director Anderson’s place due to his passing. He also added that a finance meeting may be held before the next Board meeting.

Director Montes was excited about the planning being done for Pow Wow Days. She wished everyone a happy Easter.

Director Brunberg thanked the staff.

14. ITEMS FOR NEXT AGENDA

None discussed.

15. CLOSED SESSION

- a) Closed Session Pursuant to Government Code Section 54956.8: Conference with Real Property Negotiators
Property: 6930 Hazel Avenue, Orangevale, CA 95662
Agency Negotiator: Greg Foell
Negotiating Parties: Regency Baptist Church
Under Negotiation: Price and Terms

**16. RESUME PUBLIC
SESSION &
ANNOUNCE
ACTIONS FROM
CLOSED SESSION**

The Board appointed Admin. Foell to be the property negotiator for the property located at 6930 Hazel Avenue, Orangevale, CA.

17. ADJOURNMENT
MOTION #8

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 7:49 p.m. On a motion by Director Montes, seconded by Director Brunberg, the adjournment motion passed 4-0-0 with Directors Meraz, Stickney, Montes, and Brunberg voting Aye. There were no Abstentions, Nays, or Absent.

Mike Stickney, Chairperson