

# FAIR OAKS RECREATION AND PARK DISTRICT

## ONE THOUSAND THREE HUNDRED THIRTY-THIRD BOARD OF DIRECTORS' REGULAR MEETING

### Minutes for June 21, 2017

The one thousand three hundred thirty-first meeting of the Fair Oaks Recreation and Park District Board of Directors was held in Village Hall, 7997 California Avenue, Fair Oaks, CA on Wednesday, June 21, 2017. For the Record: Chair Simcoe called the regular meeting to order at 6:00 PM.

Board Members Present: Chair Simcoe, Vice-Chair Carhart, Director Jacobs, Director O'Farrell, Director Tamagni

Board Members Absent: None

Staff Present: Interim District Administrator Jack Harrison, Recreation Superintendent Katy Coss, Parks and Facilities Superintendent Dan Williams, Administrative Services Coordinator Jennifer Larkin, Recreation Coordinator Chelsey Adams, Recreation Coordinator Nick Davison, Recreation Coordinator Ian Roberts, Park Worker Sean Ventura, Park Worker Dave Knighton, Park Worker Troy Langston, Recreation Leader III Mary Cattolica, Receptionist MaryAnn Howard, Office Assistant Paula Lucas, Recreation Leader III Brandon Stoakley

Members of the Public: 2

#### **PRESENTATIONS:**

Recreation Leader III/Parks Intern Mary Cattolica presented her Parks Intern project results to the Board.

#### **DISCUSSION & ACTION #1:** *Approval of Agenda:*

A motion to approve the agenda was made by Director Jacobs and seconded by Vice Chair Carhart.

AYES: Chair Simcoe, Vice-Chair Carhart, Director Jacobs, Director O'Farrell, Director Tamagni

NOES: None

ABSTAIN: None

ABSENT: None

RECUSE: None

#### **DISCUSSION & ACTION #2:** *Approval of Consent Calendar:*

A motion to approve the Consent Calendar, with a clarification to the minutes of May 17, 2017 (noted in the final May 24, 2017 minutes), was made by Director O'Farrell and seconded by Director Tamagni.

AYES: Chair Simcoe, Vice-Chair Carhart, Director Jacobs, Director O'Farrell, Director Tamagni

NOES: None

ABSTAIN: None

ABSENT: None

RECUSE: None

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#### **FAIR OAKS YOUTH ADVISORY BOARD (FOYAB) REPORT:**

Chelsey Adams, staff advisor to FOYAB, gave the June report.

#### **DISCUSSION & ACTION #3:** *Discussion and Possible Action Regarding the FY 17-18 Recreation Fee Schedule Proposal.*

- *Approve Resolution No. 062117-01 revising the recreation fee schedule, approving new recreation fees and giving the District Administrator authority to waive or reduce program and facility rental fees.*

A motion to open the public hearing was made by Vice-Chair Carhart and seconded by Director O'Farrell.

AYES: Chair Simcoe, Vice-Chair Carhart, Director Jacobs, Director O'Farrell, Director Tamagni

NOES: None

ABSTAIN: None

ABSENT: None

RECUSE: None

#### **DISCUSSION & ACTION #4:** *Discussion and Possible Action Regarding the FY 17-18 Recreation Fee Schedule Proposal.*

- *Approve Resolution No. 062117-01 revising the recreation fee schedule, approving new recreation fees and giving the District Administrator authority to waive or reduce program and facility rental fees.*

A motion to close the public hearing and approve Resolution No. 062117-01 revising the recreation fee schedule, approving new recreation fees and giving the District Administrator authority to waive or reduce program and facility rental fees accept the changes made to the recruitment schedule was made by Director Jacobs and seconded by Vice Chair Carhart.

AYES: Chair Simcoe, Vice-Chair Carhart, Director Jacobs, Director O'Farrell, Director Tamagni

NOES: None

ABSTAIN: None

ABSENT: None

RECUSE: None

#### **DISCUSSION & ACTION #5:** *Discussion and Possible Action on the Intent to Levy Assessments for Fiscal Year 2017/2018, and Provide Notice of Hearing on July 19, 2017 for the Fair Oaks Park Maintenance and Recreation Improvement District (FOLL), the Phoenix Field Landscape and Lighting Assessment District (PFLL) and the Gum Ranch Landscape and Lighting Assessment District (GRLL):*

- *Adopt Resolution No. 062117-02 with the intent to levy assessments for FY 2017-18 Fair Oaks Parks Maintenance & Recreation Improvement District (FOLL), preliminarily approving the Engineer's Report, and Providing for Notice of a Public Hearing on July 19, 2017 at 6:00 PM.*

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- *Adopt Resolution No. 062117-03 with the intent to levy assessments for FY 2017-18 Phoenix Field Landscape and Lighting Assessment District (PFLL), preliminarily approving the Engineer's Report, and Providing for Notice of a Public Hearing on July 19, 2017 at 6:00 PM.*

- *Adopt Resolution No. 062117-04 with the intent to levy assessments for FY 2017-18 Gum Ranch Landscape and Lighting Assessment District (GRLL), preliminarily approving the Engineer's Report, and Providing for Notice of a Public Hearing on July 19, 2017 at 6:00 PM.*

A motion to adopt Resolution No. 062117-02 with the intent to levy assessments for FY 2017-18 Fair Oaks Parks Maintenance & Recreation Improvement District (FOLL), preliminarily approving the Engineer's Report, and Providing for Notice of a Public Hearing on July 19, 2017 at 6:00 PM was made by Vice-Chair Carhart and seconded by Chair Simcoe.

AYES: Chair Simcoe, Vice-Chair Carhart, Director Jacobs, Director O'Farrell, Director Tamagni

NOES: None

ABSTAIN: None

ABSENT: None

RECUSE: None

**DISCUSSION & ACTION #6:** *Discussion and Possible Action on the Intent to Levy Assessments for Fiscal Year 2017/2018, and Provide Notice of Hearing on July 19, 2017 for the Fair Oaks Park Maintenance and Recreation Improvement District (FOLL), the Phoenix Field Landscape and Lighting Assessment District (PFLL) and the Gum Ranch Landscape and Lighting Assessment District (GRLL):*

- *Adopt Resolution No. 062117-02 with the intent to levy assessments for FY 2017-18 Fair Oaks Parks Maintenance & Recreation Improvement District (FOLL), preliminarily approving the Engineer's Report, and Providing for Notice of a Public Hearing on July 19, 2017 at 6:00 PM.*

- *Adopt Resolution No. 062117-03 with the intent to levy assessments for FY 2017-18 Phoenix Field Landscape and Lighting Assessment District (PFLL), preliminarily approving the Engineer's Report, and Providing for Notice of a Public Hearing on July 19, 2017 at 6:00 PM.*

- *Adopt Resolution No. 062117-04 with the intent to levy assessments for FY 2017-18 Gum Ranch Landscape and Lighting Assessment District (GRLL), preliminarily approving the Engineer's Report, and Providing for Notice of a Public Hearing on July 19, 2017 at 6:00 PM.*

A motion to adopt Resolution No. 062117-03 with the intent to levy assessments for FY 2017-18 Phoenix Field Landscape and Lighting Assessment District (PFLL), preliminarily approving the Engineer's Report, and Providing for Notice of a Public Hearing on July 19, 2017 at 6:00 PM was made by Vice Chair Carhart and seconded by Director Jacobs.

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AYES: Chair Simcoe, Vice-Chair Carhart, Director Jacobs, Director O'Farrell, Director Tamagni  
NOES: None  
ABSTAIN: None  
ABSENT: None  
RECUSE: None

**DISCUSSION & ACTION #7:** *Discussion and Possible Action on the Intent to Levy Assessments for Fiscal Year 2017/2018, and Provide Notice of Hearing on July 19, 2017 for the Fair Oaks Park Maintenance and Recreation Improvement District (FOLL), the Phoenix Field Landscape and Lighting Assessment District (PFLL) and the Gum Ranch Landscape and Lighting Assessment District (GRLL):*

- *Adopt Resolution No. 062117-02 with the intent to levy assessments for FY 2017-18 Fair Oaks Parks Maintenance & Recreation Improvement District (FOLL), preliminarily approving the Engineer's Report, and Providing for Notice of a Public Hearing on July 19, 2017 at 6:00 PM.*
- *Adopt Resolution No. 062117-03 with the intent to levy assessments for FY 2017-18 Phoenix Field Landscape and Lighting Assessment District (PFLL), preliminarily approving the Engineer's Report, and Providing for Notice of a Public Hearing on July 19, 2017 at 6:00 PM.*
- *Adopt Resolution No. 062117-04 with the intent to levy assessments for FY 2017-18 Gum Ranch Landscape and Lighting Assessment District (GRLL), preliminarily approving the Engineer's Report, and Providing for Notice of a Public Hearing on July 19, 2017 at 6:00 PM.*

A motion to adopt Resolution No. 062117-04 with the intent to levy assessments for FY 2017-18 Gum Ranch Landscape and Lighting Assessment District (GRLL), preliminarily approving the Engineer's Report, and Providing for Notice of a Public Hearing on July 19, 2017 at 6:00 PM was made by Vice Chair Carhart and seconded by Director Tamagni.

AYES: Chair Simcoe, Vice-Chair Carhart, Director Jacobs, Director O'Farrell, Director Tamagni  
NOES: None  
ABSTAIN: None  
ABSENT: None  
RECUSE: None

**DISCUSSION & ACTION #8:** *Discussion and Possible Action on the Fiscal Year 2017/2018 Preliminary Budget*

- *Adopt Resolution No. 062117-05 approving the Preliminary District Budget for FY 2017-18.*

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- *Adopt Resolution No. 062117-06 approving the Preliminary Budget for the Fair Oaks Parks Maintenance and Recreation Improvement District (FOLL) for FY 2017-18.*
- *Adopt Resolution No. 062117-07 approving the Preliminary Budget for the Phoenix Field Landscape and Lighting Assessment District (PFL) for FY 2017-18.*
- *Adopt Resolution No. 062117-08 approving the Preliminary Budget for the Gum Ranch Landscape and Lighting Assessment District (GRL) for FY 2017-18.*

A motion to approve the Fiscal Year 2017-2018 Preliminary Budget with the caveat that staff will come back to the Board in July with more information on the salary survey as well as for a discussion of the Capital Improvement Plan, was made by Director O'Farrell and seconded by Director Jacobs.

AYES: Vice-Chair Carhart, Director Jacobs, Director O'Farrell, Director Tamagni  
NOES: Chair Simcoe  
ABSTAIN: None  
ABSENT: None  
RECUSE: None

#### **DISCUSSION & ACTION #9:** *Discussion and Possible Action on the Fiscal Year 2017/2018 Preliminary Budget*

- *Adopt Resolution No. 062117-05 approving the Preliminary District Budget for FY 2017-18.*
- *Adopt Resolution No. 062117-06 approving the Preliminary Budget for the Fair Oaks Parks Maintenance and Recreation Improvement District (FOLL) for FY 2017-18.*
- *Adopt Resolution No. 062117-07 approving the Preliminary Budget for the Phoenix Field Landscape and Lighting Assessment District (PFL) for FY 2017-18.*
- *Adopt Resolution No. 062117-08 approving the Preliminary Budget for the Gum Ranch Landscape and Lighting Assessment District (GRL) for FY 2017-18.*

A motion to adopt Resolution No. 062117-05 approving the Preliminary District Budget for FY 2017-18 was made by Director O'Farrell and seconded by Vice Chair Carhart.

AYES: Vice-Chair Carhart, Director Jacobs, Director O'Farrell, Director Tamagni  
NOES: Chair Simcoe  
ABSTAIN: None  
ABSENT: None  
RECUSE: None

#### **DISCUSSION & ACTION #10:** *Discussion and Possible Action on the Fiscal Year 2017/2018 Preliminary Budget*

- *Adopt Resolution No. 062117-05 approving the Preliminary District Budget for FY 2017-18.*

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### Minutes for June 21, 2017

- *Adopt Resolution No. 062117-06 approving the Preliminary Budget for the Fair Oaks Parks Maintenance and Recreation Improvement District (FOLL) for FY 2017-18.*

- *Adopt Resolution No. 062117-07 approving the Preliminary Budget for the Phoenix Field Landscape and Lighting Assessment District (PFLL) for FY 2017-18.*

- *Adopt Resolution No. 062117-08 approving the Preliminary Budget for the Gum Ranch Landscape and Lighting Assessment District (GRLL) for FY 2017-18.*

A motion to adopt Resolution No. 062117-06 approving the Preliminary Budget for the Fair Oaks Parks Maintenance and Recreation Improvement District (FOLL) for FY 2017-18 was made by Director O'Farrell and seconded by Vice Chair Carhart.

AYES: Chair Simcoe, Vice-Chair Carhart, Director Jacobs, Director O'Farrell, Director Tamagni  
NOES: None  
ABSTAIN: None  
ABSENT: None  
RECUSE: None

#### **DISCUSSION & ACTION #11:** *Discussion and Possible Action on the Fiscal Year 2017/2018 Preliminary Budget*

- *Adopt Resolution No. 062117-05 approving the Preliminary District Budget for FY 2017-18.*

- *Adopt Resolution No. 062117-06 approving the Preliminary Budget for the Fair Oaks Parks Maintenance and Recreation Improvement District (FOLL) for FY 2017-18.*

- *Adopt Resolution No. 062117-07 approving the Preliminary Budget for the Phoenix Field Landscape and Lighting Assessment District (PFLL) for FY 2017-18.*

- *Adopt Resolution No. 062117-08 approving the Preliminary Budget for the Gum Ranch Landscape and Lighting Assessment District (GRLL) for FY 2017-18.*

A motion to adopt Resolution No. 062117-07 approving the Preliminary Budget for the Phoenix Field Landscape and Lighting Assessment District (PFLL) for FY 2017-18 was made by Director O'Farrell and seconded by Director Jacobs.

AYES: Chair Simcoe, Vice-Chair Carhart, Director Jacobs, Director O'Farrell, Director Tamagni  
NOES: None  
ABSTAIN: None  
ABSENT: None  
RECUSE: None

#### **DISCUSSION & ACTION #12:** *Discussion and Possible Action on the Fiscal Year 2017/2018 Preliminary Budget*

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- *Adopt Resolution No. 062117-05 approving the Preliminary District Budget for FY 2017-18.*
- *Adopt Resolution No. 062117-06 approving the Preliminary Budget for the Fair Oaks Parks Maintenance and Recreation Improvement District (FOLL) for FY 2017-18.*
- *Adopt Resolution No. 062117-07 approving the Preliminary Budget for the Phoenix Field Landscape and Lighting Assessment District (PFL) for FY 2017-18.*
- *Adopt Resolution No. 062117-08 approving the Preliminary Budget for the Gum Ranch Landscape and Lighting Assessment District (GRLL) for FY 2017-18.*

A motion to adopt Resolution No. 062117-08 approving the Preliminary Budget for the Gum Ranch Landscape and Lighting Assessment District (GRLL) for FY 2017-18 was made by Director O'Farrell and seconded by Vice Chair Carhart.

AYES: Chair Simcoe, Vice-Chair Carhart, Director Jacobs, Director O'Farrell, Director Tamagni  
NOES: None  
ABSTAIN: None  
ABSENT: None  
RECUSE: None

#### **DISCUSSION & ACTION #13:** *Discussion and Possible Action Regarding a Resolution Proclaiming July as "Parks and Recreation Month."*

- *Adopt Resolution No. 062117-09 Recognizing July as "Parks & Recreation Month."*

A motion to adopt Resolution No. 062117-09 recognizing July as Parks and Recreation Month was made by Vice Chair Carhart and seconded by Director Jacobs.

AYES: Chair Simcoe, Vice-Chair Carhart, Director Jacobs, Director O'Farrell, Director Tamagni  
NOES: None  
ABSTAIN: None  
ABSENT: None  
RECUSE: None

#### **DISCUSSION & ACTION #14:** *Discussion and Possible Action on Surplus Property on North Side of Kruitoff Way.*

No action was taken on this item.

#### **DISCUSSION & ACTION #15:** *Pursuant to Government Code §54957 relating to Personnel Matters:*

- *Closed session for public employment of position(s): District Administrator.*

A motion to move to closed session was made by Vice Chair Carhart and seconded by Director Jacobs

AYES: Chair Simcoe, Vice-Chair Carhart, Director Jacobs, Director O'Farrell, Director Tamagni



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NOES: None  
ABSTAIN: None  
ABSENT: None  
RECUSE: None

**DISCUSSION & ACTION #16:** A motion to reconvene to open session was made by Vice Chair Carhart and seconded by Director Jacobs.

AYES: Chair Simcoe, Vice-Chair Carhart, Director Jacobs, Director O'Farrell, Director Tamagni

NOES: None  
ABSTAIN: None  
ABSENT: None  
RECUSE: None

Reportable Action:

Upon a motion passed by a majority of the Board, Michael Aho was selected as the preferred candidate for District Administrator.

**DISCUSSION & ACTION #17:** *Adjournment:*

A motion to adjourn to the special meeting of July 12, 2017 at 6:00 PM, was made by Director O'Farrell and seconded by Director Jacobs.

AYES: Chair Simcoe, Vice-Chair Carhart, Director Jacobs, Director O'Farrell, Director Tamagni

NOES: None  
ABSTAIN: None  
ABSENT: None  
RECUSE: None

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Geoffrey A. Simcoe  
Chair, Board of Directors

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Jack Harrison  
Interim District Administrator