

# FAIR OAKS RECREATION AND PARK DISTRICT

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## ONE THOUSAND TWO HUNDRED AND FORTY-SIXTH BOARD OF DIRECTORS' REGULAR MEETING

### Minutes for July 20, 2011

The one thousand two hundred and forty-sixth meeting of the Fair Oaks Recreation and Park District Board of Directors was held in the Old Fair Oaks Library Building, 4200 Temescal Street, Fair Oaks, CA on Wednesday, July 20, 2011.

For the Record: Chair O'Farrell called the regular meeting to order at 6:00 p.m.

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

Board Members Absent: N/A

Staff Present: District Administrator Maureen Zamarripa, Administrative Services Coordinator Kris Borders, Interim Parks and Facilities Supervisor Robert Matthews, Recreation Supervisor Katy Albers

Assessment Engineering  
Services Consultants

Present: SCI Consulting: Consultant Maria Garcia-Adarve

Park Master Plan  
Development Consultants

Present: Callander Associates: Erik Smith and Melissa Ruth

Members of the Public: 0

**DISCUSSION & ACTION #1:** A motion to approve the agenda was made by Director Carhart and seconded by Director Jacobs.

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

NOES: None

ABSTAIN: None

ABSENT: None

RECUSE: None

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**DISCUSSION & ACTION #2:** Agenda Item 8.1 – Upon a motion from Director Jacobs and a second by Director Carhart, Chair O'Farrell officially opened the Public Hearings regarding the Fair Oaks Recreation and Park District's special assessment districts at 6:05 P.M. and solicited comments from the public.

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

**DISCUSSION & ACTION #3:** Receiving no comments and upon a motion from Director Rose and a second by Vice-Chair Simcoe, Chair O'Farrell officially closed the Public Hearings regarding the Fair Oaks Recreation and Park District's special assessment districts at 6:07 P.M.

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

**DISCUSSION & ACTION #4:** The following was moved by Vice-Chair Simcoe and seconded by Director Carhart:

- Agenda Item 8.1.1 – Adopt Resolution No. 072011-01 approving the Engineer's Report, confirming Diagram and Assessment and Ordering Levy of Assessment for FY 2011-12 for the Parks Maintenance and Recreation Improvement District with a 1.52% assessment increase.
- Agenda Item 8.1.2 – Adopt Resolution No. 072011-02 approving the Engineer's Report, confirming Diagram and Assessment and ordering Levy of Assessment for FY 2011-12 for the Phoenix Field Landscape and Lighting Assessment District with no assessment increase.

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

**DISCUSSION & ACTION #5:** Agenda Item 9.1 – Discussion and Possible Action on Callander Associates Workplan for the Plaza/Village/Community Clubhouse Areas. Upon a motion by Director Carhart and a second by Vice-Chair Simcoe, the Board approved a work plan developed by Callander Associates for Preparation of a Master Plan for the Village Park, Fair Oaks Community Clubhouse and Plaza Park Area, with the amendment that historical information relative to the pertinent area be included as part of the work plan.

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

**DISCUSSION & ACTION #6:** Agenda Item 9.2 – Report Back on the Lighting at Miller Park and the Possible Use of Timers and/or Button Mechanisms. A motion to approve the installation of push button timers at the Miller Park Tennis Courts was made by Vice-Chair Simcoe and seconded by Director Jacobs.

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

**DISCUSSION & ACTION #7:** Agenda Item 9.3 – Report Back on the Use of Computer Tablets for Monthly Board Materials. The Board did not take formal action on this item, but did direct staff to report back at a future regular meeting.

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**DISCUSSION & ACTION #8:** Agenda Item 9.4 – Discussion and Possible Action Regarding Fiscal Year 2011/2012 Master Plan Implementation Strategy. The Board did not take formal action on this item.

**DISCUSSION & ACTION #9:** A motion to approve the consent calendar was made by Director Jacobs and seconded by Director Carhart.

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

**DISCUSSION & ACTION #10:** A motion to move to closed session @ 8:03pm was made by Director Jacobs and seconded by Director Carhart.

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

**DISCUSSION & ACTION #11:** A motion to adjourn closed session and reconvene open session at 8:50pm was made by Vice-Chair Simcoe and seconded by Director Rose.

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

The Board met in Closed Session to discuss personnel issues, with no reportable action taken.

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## ONE THOUSAND TWO HUNDRED AND FORTY-SIXTH BOARD OF DIRECTORS' REGULAR MEETING

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**DISCUSSION & ACTION #12:** A motion to adjourn to the Park District Board Special Workshop on July 21, 2011 @ 6:00 pm was made by Vice-Chair Simcoe and seconded by Chair O'Farrell. For the record the meeting was adjourned at 8:52 p.m.

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

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John O'Farrell  
Chair, Board of Directors

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Maureen Zamarripa  
District Administrator