

FAIR OAKS RECREATION AND PARK DISTRICT

ONE THOUSAND TWO HUNDRED AND SEVENTY-FOURTH BOARD OF DIRECTORS' REGULAR MEETING

Minutes for April 17, 2013

The one thousand two hundred and seventy-fourth 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, April 17, 2013.

For the Record: Chair Jacobs called the regular meeting to order at 6:02pm

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

Board Members Absent: Director Rose

Staff Present: District Administrator Maureen Zamarripa, Administrative Services Coordinator Kris Borders, Recreation Superintendent Katy Albers, Parks and Facilities Superintendent Robert Matthews, Accounting Coordinator Margaret Hatton

Members of the Public: 4

The District made a presentation to the March 2013 Volunteer of the Month, Jim Cralle.

DISCUSSION & ACTION #1: It was moved by Director O'Farrell and seconded by Director Simcoe to approve the Agenda.

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

NOES: None

ABSTAIN: None

ABSENT: Director Rose

RECUSE: None

DISCUSSION & ACTION #2: A motion to approve the consent calendar was made by Director Simcoe and seconded by Director O'Farrell.

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

NOES: None

ABSTAIN: None

ABSENT: Director Rose

RECUSE: None

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DISCUSSION & ACTION #3: Agenda Item 8.1 - Monthly Fair Oaks Youth Advisory Board Report. The Board received and filed the report.

DISCUSSION & ACTION #4: Agenda Item 8.2 – Receipt and Filing of the Calendar Year 2013 Investment Policy for the Pooled Investment Fund from Sacramento County. The Board received and filed the report.

DISCUSSION & ACTION #5: Agenda Item 8.3 - Discussion and Possible Action regarding Issuance of a Request for Proposal (RFP) for Financial Auditing Consultant Services. Upon a motion by Director O'Farrell and a second from Director Simcoe, the Board approved the issuance of a Request for Proposal (RFP) for Financial Auditing Consultant Services.

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

DISCUSSION & ACTION #6: Agenda Item 8.4 - Discussion and Possible Action regarding the Selection of a Firm for Human Resources (HR) Consultant Services. Upon a motion by Director O'Farrell and a second by Vice-Chair Carhart, the Board took the following actions:

- Approved staff's recommendation of HRtoGo, Inc. as the firm for Human Resources (HR) Consultant Services.
- Delegated authority to the District Administrator to execute an Agreement for Services.

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

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DISCUSSION & ACTION #7: Agenda Item 8.5 - Discussion and Possible Action Regarding the Selection of a Firm for Janitorial Cleaning Services. Upon a motion by Director Simcoe and a second by Director O'Farrell, the Board took the following actions:

- Approved the selection of Innovative Maintenance Solutions, Inc. (IMS) for Janitorial Cleaning Services from May 1st, 2013 – April 30th, 2014 with the ability to renew for two (2) additional years if services continue at a satisfactory level.
- Delegated execution of the agreement for services to the District Administrator.

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

DISCUSSION & ACTION #8: Agenda Item 8.6 - Report Back on Fair Oaks Community Clubhouse Kitchen Renovation. The Board received and filed the report.

DISCUSSION & ACTION #9: It was moved by Vice-Chair Carhart and seconded by Director O'Farrell to adjourn to the Park District Board regular meeting on May 15, 2013 @ 6:00pm. For the record the meeting was adjourned at 7:12pm.

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

Rand K. Jacobs
Chair, Board of Directors

Maureen Zamarripa
District Administrator