

FAIR OAKS RECREATION AND PARK DISTRICT

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

Minutes for June 19, 2013

The one thousand two hundred and seventy-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, June 19, 2013.

For the Record: Chair Jacobs called the regular meeting to order at 6:05 pm.

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

Board Members Absent: None

Staff Present: District Administrator Maureen Zamarripa, Administrative Services Coordinator Kris Borders, Accounting Coordinator Margaret Hatton, Recreation Superintendent Katy Albers, Parks and Facilities Superintendent Robert Matthews, Receptionist MaryAnn Howard, Office Assistant Sara Tubbs, Recreation Intern Ashley Mack

Members of the Public Present: 4

The Board was introduced to the new District Office Assistant, Sara Tubbs and the new Summer Recreation Intern, Ashley Mack.

The District made a presentation to the May 2013 Volunteers of the Month, Sacramento Metro Fire CERT.

DISCUSSION & ACTION #1: A motion to approve the agenda was made by Director O'Farrell and seconded by Vice-Chair Carhart.

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

NOES: None

ABSTAIN: None

ABSENT: None

RECUSE: None

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

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

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 - Discussion and Possible Action on Urban and Community Forestry Inventory Grant Program-Agreement for Arborist Services. Upon a motion by Vice-Chair Carhart and a second by Director Simcoe, the Board approved the agreement between the District, Sunrise Recreation and Park District, Carmichael Recreation and Park District, and Arbor Entities, Inc. for arborist services related to the CalFire Urban Forestry Grant program.

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

DISCUSSION & ACTION #5: Agenda Item 8.3 - Discussion and Possible Action on Recommended Selection of Financial Auditing Consultant Services. Upon a motion by Director O'Farrell and a second by Director Simcoe, the Board approved the selection of Fechter & Company Certified Public Accountants (CPA's) for financial auditing consultant services for the District and delegated execution of an agreement for services to the District Administrator.

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

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DISCUSSION & ACTION #6: Agenda Item - 8.4 Discussion and Possible Action on Report Back on Other Post Employment Benefits (OPEB) Analysis. Upon a motion by Director O'Farrell and a second by Vice-Chair Carhart, the Board tabled discussion of this item to a future meeting.

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

DISCUSSION & ACTION #7: Agenda Item 8.5 - Discussion and Possible Action on the Intent to Levy Assessments for Fiscal Year 2013/2014, and Provide Notice of Hearing on July 17, 2013 for the Fair Oaks Park Maintenance and Recreation Improvement District (FOLL), and the Phoenix Field Landscape and Lighting Assessment District (PFL). Upon a motion by Director Simcoe and a second by Director O'Farrell, the Board took the following actions:

- Adopted Resolution No. 061913-01 with the intent to levy assessments for FY 2013-14 Fair Oaks Parks Maintenance & Recreation Improvement District (FOLL), preliminarily approving the Engineer's Report, and Providing for Notice of a Public Hearing on July 17, 2013 at 6:00 p.m.
- Adopted Resolution No. 061913-02 with the intent to levy assessments for FY 2013-14 Phoenix Field Landscape and Lighting Assessment District (PFL), preliminarily approving the Engineer's Report, and Providing for Notice of a Public Hearing on July 17, 2013 at 6:00 p.m.

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

DISCUSSION & ACTION #8: Agenda Item 8.6A - Discussion and Possible Action on the Fiscal Year 2013/2014 Preliminary Budget. Upon a motion by Director Rose and a second by Director O'Farrell, the Board took the following actions:

- Approved the District's FY 1314 Preliminary Budget with expenditures and revenues totaling \$2,124,429 as outlined in the Budget Summary.
- Adopted Resolution No. 061913-03 Adopting the 2013-2014 Preliminary Budget for the General Fund.

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

DISCUSSION & ACTION #9: Agenda Item 8.6B - Discussion and Possible Action on the Fiscal Year 2013/2014 Preliminary Budget. Upon a motion by Director Rose and a second by Director O'Farrell, the Board took the following actions:

- Approved the District's FY 1314 Preliminary Budgets for the Parks Maintenance and Recreation Improvement District.
- Adopted Resolution No. 061913-04 Adopting 2013-2014 Preliminary Budget for the Parks Maintenance and Recreation Improvement District with expenditures and revenues totaling \$469,502.

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

DISCUSSION & ACTION #10: Agenda Item 8.6C - Discussion and Possible Action on the Fiscal Year 2013/2014 Preliminary Budget. Upon a motion by Director Rose and a second by Director Simcoe, the Board took the following actions:

- Approved the District's FY 1314 Preliminary Budgets for the Phoenix Landscape and Lighting Assessment District.
- Adopted Resolution No. 061913-05 Adopting 2013-2014 Preliminary Budget for the Phoenix Landscape and Lighting Assessment District with expenditures and revenues totaling \$92,067.

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

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DISCUSSION & ACTION #11: Agenda Item 8.7 - Discussion and Possible Action Regarding a Resolution Proclaiming July as "Parks and Recreation Month". Upon a motion from Vice-Chair Carhart and a second from Director Simcoe, the Board adopted Resolution No. 061913-06, Recognizing July as "Parks & Recreation Month".

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

DISCUSSION & ACTION #12: Agenda Item 8.8 - Consideration and Possible Action Regarding a Wage Adjustment for FY 2013-2014 Pursuant to the Memorandum of Understanding between the Fair Oaks Recreation and Park District and the Fair Oaks Recreation and Park District Employees Association and Fair Oaks Recreation and Park District Unrepresented Employees. Upon a motion from Director Simcoe and a second from Director O'Farrell, the Board asked staff to return to the July regular business meeting with funding options for a Cost-of-Living Adjustment for the 2013-2014 Fiscal Year.

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

DISCUSSION & ACTION #13: A motion to move to closed session @ 8:04pm was made by Director O'Farrell and seconded by Vice-Chair Carhart.

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

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DISCUSSION & ACTION #14: A motion to adjourn closed session and reconvene open session at 8:32pm was made by Director Simcoe and seconded by Director O'Farrell.

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

The Board met in Closed Session to discuss personnel issues, with the following reportable action:

- Direction given to the Management and Personnel Committee to meet with the District Administrator to negotiate compensation.

DISCUSSION & ACTION #15: A motion to adjourn to the Park District regular meeting on July 17, 2013 @ 6:00 pm was made by Director O'Farrell and seconded by Director Simcoe. For the record the meeting was adjourned at 8:33 pm.

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

Rand K. Jacobs
Chair, Board of Directors

Maureen Zamarripa
District Administrator