

# FAIR OAKS RECREATION AND PARK DISTRICT

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

### Minutes for July 17, 2013

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

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

Assessment Engineering Services Consultants Present: SCI Consulting: Consultant Maria Garcia-Adarve

Members of the Public Present: 0

**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

**DISCUSSION & ACTION #2:** Agenda Item 8.2 - Matters relating to the Fair Oaks Recreation and Park District's Special Assessment Districts:

Upon a motion from Director Simcoe and a second by Director O'Farrell, Chair Jacobs officially opened the Public Hearings regarding the continuation of the assessments for Parks Maintenance and Recreation Improvement District for FY 13/14 and took public testimony.

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

# FAIR OAKS RECREATION AND PARK DISTRICT

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

### Minutes for July 17, 2013

**DISCUSSION & ACTION #3:** Agenda Item 8.2 (cont'd) - Matters relating to the Fair Oaks Recreation and Park District's Special Assessment Districts:

Receiving no comments and upon a motion from Director Rose and a second by Director Simcoe, Chair Jacobs officially closed the Public Hearings regarding the continuation of the assessments for Parks Maintenance and Recreation Improvement District for FY 13/14.

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

**DISCUSSION & ACTION #4:** Agenda Item 8.2 (cont'd) - Matters relating to the Fair Oaks Recreation and Park District's Special Assessment Districts:

The following was moved by Director Simcoe and seconded by Director O'Farrell:

- Agenda Item 8.2.1 – Adopt Resolution No. 071713-01 approving the Engineer's Report, Confirming Diagram and Assessment and Ordering the Continuation of Assessments for FY 2013-14 for the Parks Maintenance and Recreation Improvement District.

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 8.2 (cont'd) - Matters relating to the Fair Oaks Recreation and Park District's Special Assessment Districts:

Upon a motion from Director Simcoe and a second by Vice-Chair Carhart, Chair Jacobs officially opened the Public Hearings regarding the continuation of the assessments for Phoenix Field Landscape and Lighting Assessment District for FY 13/14 and took public testimony.

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

# FAIR OAKS RECREATION AND PARK DISTRICT

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**DISCUSSION & ACTION #6:** Agenda Item 8.2 (cont'd) - Matters relating to the Fair Oaks Recreation and Park District's Special Assessment Districts:

Receiving no comments and upon a motion from Director Simcoe and a second by Director Rose, Chair Jacobs officially closed the Public Hearings regarding the continuation of the assessments for Phoenix Field Landscape and Lighting Assessment District for FY 13/14.

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 8.2 (cont'd) - Matters relating to the Fair Oaks Recreation and Park District's Special Assessment Districts:

The following was moved by Director Simcoe and seconded by Vice-Chair Carhart:

- Agenda Item 8.2.2 – Adopt Resolution No. 071713-02 approving the Engineer's Report, Confirming Diagram and Assessment and Ordering the Continuation of Assessments for FY 2013-14 for the Phoenix Field Landscape and Lighting Assessment District.

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

**DISCUSSION & ACTION #8:** A motion to approve the consent calendar was made by Director O'Farrell and seconded by Chair Jacobs.

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

**DISCUSSION & ACTION #9:** Agenda Item 8.1 - Monthly Fair Oaks Youth Advisory Board Report. The Board received and filed the report.

# FAIR OAKS RECREATION AND PARK DISTRICT

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

### Minutes for July 17, 2013

**DISCUSSION & ACTION #10:** Agenda Item 8.3 - Report Back and Possible Action on Financing for a Possible 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 O'Farrell and a second from Director Simcoe, the Board selected an approach from the Finance and Budget Committee's recommended alternatives presented in the staff report associated with this agenda item. The selection calls for reductions of line item operating expenses to reduce the base operating budget and fund the Cost of Living Adjustment.

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

**DISCUSSION & ACTION #11:** Agenda Item 8.3 (cont'd) - Report Back and Possible Action on Financing for a Possible 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 Vice-Chair Carhart, the Board adopted Resolution 071713-03, a Resolution of the Board Of Directors of the Fair Oaks Recreation and Park District Establishing a Policy on the Application of Cost-Of-Living Adjustments for Unrepresented Employees.

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 8.4 - Fair Oaks Community Clubhouse Phase I Remodel Update. Upon a motion from Director Rose and a second by Director O'Farrell, the Board took the following actions:

- Receive and filed the update on the Community Clubhouse Kitchen Renovation.
- Delegated contractor selection and bid award to the Capital Improvements and Construction Committee.
- Once contractor selection and bid award are made, delegated contract execution to the District Administrator.

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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 @ 6:46pm was made by Director O'Farrell and seconded by Director Simcoe.

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

**DISCUSSION & ACTION #14:** A motion to adjourn closed session and reconvene open session at 7:16pm 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 no reportable action.

**DISCUSSION & ACTION #15:** A motion to adjourn to the Park District regular meeting on August 21, 2013 @ 6:00 pm was made by Vice-Chair Carhart and seconded by Director O'Farrell. For the record the meeting was adjourned at 7:20 pm.

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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Rand K. Jacobs  
Chair, Board of Directors

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Maureen Zamarripa  
District Administrator