

**CALIFORNIA ASSOCIATION OF RECREATION AND PARK DISTRICTS  
(CARPD)**

**MINUTES OF THE BOARD OF DIRECTORS  
MEETING ON October 16, 2013**

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A meeting of the Board of Directors was held on October 16, 2013 at the CAPRI/CARPD Office in Citrus Heights, California at 10:00 a.m.

**MEMBERS PRESENT:** Gene Hostetler, President, Rancho Simi  
Mike Limbaugh, Past President, Hesperia  
Rick Sloan, President Elect, Cordova  
Maryalice Faltings, Secretary, Livermore Area  
Al McGreehan, Chief Financial Officer, Paradise  
Joe Gibson, Conejo  
Carol Severin, East Bay  
Manuel “Manie” Meraz, Orangevale  
Tarry Smith, Carmichael  
Frank Gorman, Valley Wide

**MEMBERS ABSENT:** Stephen Fraher, Arcade Creek

**OTHERS PRESENT:** Patrick Cabulagan, Administrator  
Rick Richards, Risk Manager  
Tara Tappan, Administrative Assistant

**1. CALL TO ORDER**

The October 16, 2013 Board of Directors meeting was called to order at 10:05 a.m. by Board President Gene Hostetler.

**2. ATTENDANCE**

Secretary Faltings took roll and noted that Stephen Fraher was absent from the meeting.

**3. AGENDA MODIFICATIONS/APPROVAL**

CFO McGreehan suggested adding Executive Committee Assignments to the New Business section of the agenda under Agenda Item 11 E.

*Al McGreehan made a motion to add Agenda Item 11E to the Agenda. This motion was seconded by Joe Gibson. The motion passed unanimously.*

**4. PRESIDENT'S REPORT**

Rick Richards will be added to the Board Roster as CAPRI's new Risk Manager in place of Bob Miller. Pat Cabulagan introduced Rick to the Board.

**5. MINUTES**

**A. July 17, 2013**

No corrections were made to the July 17, 2013 meeting minutes.

*Al McGreehan made a motion to approve the meeting minutes. Joe Gibson seconded the motion. The motion passed unanimously.*

**6. CORRESPONDENCE**

Executive Director Cabulagan presented the Board with a letter from Senator Jim Nielsen that was received in response to the legislative outreach letter that CARPD sent out to Legislators.

**7. PUBLIC COMMENTS**

None

**8. FINANCIAL REPORT**

**A. Financial Statement**

Executive Director Cabulagan presented the Board with updated financial statements. He informed the Board that CARPD has received dues from all of its member districts. As well, more dues were received than were budgeted for as some districts had been under paying over the past several years.

*Joe Gibson made a motion to accept the Financial Statement as presented. This motion was seconded by Maryalice Faltings. The motion passed unanimously.*

**9. COMMITTEE REPORTS/MEETINGS**

**A. Nominations**

None.

**B. Finance**

None.

**C. Conference**

The Conference Committee will be meeting toward the end of October.

**D. Legislative**

Rick Richards, Risk Manager, went over some of the pertinent Assembly and Senate Bills that might have an effect on CARPD districts; including AB 218, AB 265, AB 1149, and Senate Bill 443. These bills will be reviewed by Ralph Heim in greater detail in the next *Communicator* newsletter.

Executive Director Cabulagan also went over the pension reform initiative proposed by San Jose Mayor Chuck Reed. The first step of the initiative process has gone through and it is currently being reviewed by the Attorney General's Office. This initiative would allow any local government or state government to cut pensions for current workers prospectively; however, benefits already earned would be protected. CARPD will monitor all new legislative actions through Public Policy Advocates and Ralph Heim and update member districts when new information pertinent to recreation and park districts becomes available.

**E. Awards**

The Awards Committee will be meeting soon.

**F. CAPRI**

Executive Director Cabulagan reported that CAPRI Members will see a Workers' Compensation dividend of \$200,000 in the next month followed by a \$300,000 Liability dividend that will go out some time in January of next year.

**G. Legislative Advocacy**

None.

**10. OLD BUSINESS****A. Update on Annual Membership Dues**

Executive Director Cabulagan reported that invoices were sent out to the Membership in early June. All of the districts are paid up and CARPD received more in dues than was expected.

**B. State Budget**

Al McGreehan brought up the issue of State budgetary expenditures that might indirectly affect recreation and park districts. It has come out recently that certain budgetary expenditures have been excessive and CARPD should keep an eye on this issue.

Also, Stephen Fraher brought up a concern in a previous meeting that the Safe Routes to School project would be funded with recreation and park dollars. This program has received funding, however, they found an alternate funding source and will not be utilizing recreation and park funds.

### **C. Legislative Outreach**

Before he retired, Bob Miller sent out legislative outreach letters to State Legislators. Staff worked closely with the Legislative Outreach Committee to create the letter. Staff received a very good response from general managers in regard to the letter.

Joe Gibson suggested that CARPD work toward maintaining a continuous outreach effort and that a dialogue be maintained between the Legislative Committee and the Legislative Outreach Committee so that CARPD can stay on top of the issues that require outreach.

The Legislative Outreach Committee will meet soon via conference call.

*No motion was required.*

### **D. Update on General Manager Training**

CARPD hosted a general manager training and networking workshop event on September 27, 2013. 18 general managers from across the state attended and the feedback received was all very positive. It is intended that this event become an annual occurrence. Also, in the future, staff will provide the Board with an agenda as well as a roster of attendees.

## **11. NEW BUSINESS**

### **A. 2014 CARPD Conference**

The 2014 Spring Conference is going to be held at the Lake Tahoe Resort Hotel in South Lake Tahoe, CA from May 15-18. Executive Director Cabulagan presented the tentative schedule to the Board, which is, for the most part, the same as the 2013 Spring Conference schedule. The Board discussed and addressed some of the issues faced at the 2013 Spring Conference. The Awards Banquet is going to be held in a larger room, the President's Reception and lunches are going to be moved to a private room, and hors d'oeuvres will be passed rather than set out on a buffet table.

The Board also went over suggestions for speaker that will be reviewed by the Conference Committee.

The Board broke for lunch at 11:40.

**B. 2014 CARPD Conference Scholarship/Award**

Executive Director Cabulagan presented the Board with a sample letter to go out to the membership listing the criteria for applying for the 2014 Conference Scholarship. There will be two scholarship recipients, one will receive a full scholarship and one will receive a partial scholarship. The Board made a few minor changes to the criteria presented in the application.

*Maryalice Faltings made a motion to approve the letter/application criteria as amended. This motion was seconded by Rick Sloan. The motion passed unanimously.*

**C. Public Policy Advocates Update**

Executive Director Cabulagan presented the Board with PPA's contract for the upcoming year. No changes were made to the contract from the previous year.

*Joe Gibson made a motion to accept/approve the contract. This motion was seconded by Mike Limbaugh. The motion passed unanimously.*

**D. Updating LAIF Account**

Executive Director Cabulagan discovered that the LAIF account was out of date and that on one on the signature list for that account was still on the Board. The Executive Director, President, and CFO signed forms to update the account.

*Joe Gibson made a motion to approve the updating of the account. This motion was seconded by Frank Gorman. The motion passed unanimously.*

**E. Executive Committee Assignments**

CFO McGreehan suggested assigning someone to review the Executive Director's contract and figure out when the Executive Director is up for review. Joe Gibson informed the Board that the contract designates that an annual review will occur, but that it does not designate who will perform the review or when, specifically, the review will occur. CFO McGreehan suggested that this issue be forwarded to the Executive committee for preliminary analysis and that the Executive Committee then bring their analysis back to the Board.

*Carol Severin made a motion to send this issue to the Executive Committee for review. This motion was seconded by Mike Limbaugh. The motion passed unanimously.*

**12. CARPD CALENDAR OF EVENTS**

Executive Director Cabulagan went over the calendar of events with the Board. Staff plans to start the ball rolling on conference planning; the Awards Committee and Conference Committee will both be meeting soon. The Legislative Outreach Committee will also be meeting in the next couple of months.

**13. EXECUTIVE DIRECTOR'S REPORT**

None.

**14. BUSINESS ITEMS FOR NEXT MEETING**

- Procurement
- Executive Director Contract/Evaluation

**15. CLOSING COMMENTS**

- Frank Gorman announced the passing of a Valley-Wide Board member.
- Al McGreehan announced the opening of an ice skating rink at Paradise Recreation and Park District.
- Joe Gibson suggested that the Legislative Committee revisit the Legislator of the Year Award for the upcoming conference.

**16. ADJOURNMENT**

The meeting adjourned at 12:51 p.m.