

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

**MINUTES OF THE BOARD OF DIRECTORS  
MEETING ON March 19, 2014**

---

A meeting of the Board of Directors was held on March 19, 2014 at the CAPRI/CARPD Office in Citrus Heights, California at 10:00 a.m.

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

**MEMBERS ABSENT:** None

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

**1. CALL TO ORDER**

The March 19, 2014 Board of Directors meeting was called to order at 10:00 a.m. by Board President Gene Hostetler.

**2. ATTENDANCE**

Secretary Faltings took roll and noted that Frank Gorman and Mike Limbaugh were absent.

Mike Limbaugh and Frank Gorman arrived at 10:04 a.m.

**3. AGENDA MODIFICATIONS/APPROVAL**

There were no modifications made to the agenda.

*Manie Meraz made a motion to approve the agenda as presented. This motion was seconded by Rick Sloan.*

*Ayes: Gene Hostetler, Rick Sloan, Al McGreehan, Joe Gibson, Maryalice Faltings, Carol Severin, Manie Meraz, Tarry Smith and Stephen Fraher.*

*Noes: None.*

*Abstentions: None.*

**4. PRESIDENT'S REPORT**

**A. Board of Directors Roster/Committee Assignments**

Executive Director Cabulagan noted Joe Gibson's new address, to which Joe Gibson confirmed.

**5. MINUTES**

**A. January 15, 2014**

Al McGreehan and Maryalice Faltings pointed out a few minor grammatical errors that needed to be corrected.

*Al McGreehan made a motion to approve the meeting minutes as corrected. This motion was seconded by Maryalice Faltings.*

*Ayes: Gene Hostetler, Rick Sloan, Al McGreehan, Joe Gibson, Maryalice Faltings, Carol Severin, Manie Meraz, Tarry Smith and Stephen Fraher.*

*Noes: None.*

*Abstentions: None.*

**7. CORRESPONDENCE**

None

**7. PUBLIC COMMENTS**

None

**8. FINANCIAL REPORT**

Mike Limbaugh and Frank Gorman joined the meeting at 10:04 a.m.

**A. Financial Statement**

Chief Financial Officer Al McGreehan presented the Board with updated financial statements through February 2014. Overall, CARPD is doing well financially and

is staying on budget.

*Al McGreehan made a motion to accept the Financial Statement as presented. This motion was seconded by Maryalice Faltings.*

*Ayes: Gene Hostetler, Rick Sloan, Al McGreehan, Joe Gibson, Maryalice Faltings, Carol Severin, Manie Meraz, Tarry Smith, Stephen Fraher, Mike Limbaugh and Frank Gorman.*

*Noes: None.*

*Abstentions: None.*

## **9. COMMITTEE REPORTS/MEETINGS**

### **A. Nominations**

Chair Joe Gibson presented the Nomination Committees slate for 2014: Board President (Rick Sloan); President-Elect (Frank Gorman); Chief Financial Officer (Al McGreehan); Board of Directors, Even Year (Carol Severin & Manie Meraz) ; and Administrator, Even Year (Stephen Fraher). Carol Severin announced that she is retiring and may not run for the Even Year Board of Directors. Tarry Smith may have a potential candidate for this position as the committee did not put forth any names for a candidate as they do not have any resolutions from any Board Members. Executive Director Cabulagan will be sending out a letter announcing the slate of officers and letting the Districts know that interested candidates should submit required paperwork (in order to be added to slate of candidates) prior to the Annual Meeting. Candidates may also be nominated at the Annual Meeting; however, in order to fully participate they will need to go back to their board to obtain a resolution. The Nominations Committee also recommended that if Frank Gorman is appointed to the President Elect position that Mike Limbaugh will replace him as an odd year Board member. For Carol Severin's vacancy, it was recommended to have candidates go through their board's process, obtain a resolution, submit it and have their name added to the ballot. It was noted that anyone can be nominated from the floor at the Annual meeting.

*Frank Gorman made a motion to approve the Nominating Committees recommendation for the 2014 Slate of Officers modified to leave it vacant for the Even Year Board position. This motion was seconded by Al McGreehan.*

*Ayes: Gene Hostetler, Rick Sloan, Al McGreehan, Joe Gibson, Maryalice Faltings, Carol Severin, Manie Meraz, Stephen Fraher, Tarry Smith, Mike Limbaugh and Frank Gorman.*

*Noes: None.*

*Abstentions: None.*

**B. Finance Committee**

Nothing to report.

**C. Conference Committee**

Nothing to report.

**D. Legislative**

Risk Manager, Rick Richards updated the Board about the Legislative Committee meeting on February 7, 2014, where they discussed the Pension and Redevelopment Initiatives, and also reviewed the current Bills. They proposed Legislator of the Year to be Democratic Senator Kevin de Leon. There was a discussion about bill AB2644 which requires restroom facilities to have a waste disposable bin in each stall for privacy reasons. They also discussed Bill AB230 where community youth athletic programs provide written notices to parents or guardians of youth participating in any such program regarding the program's policies relating to criminal background checks for volunteer and hired coaches.

**E. Awards**

Maryalice Faltings, chair of the Awards Committee proposed to the Awards Committee that a rating system (1-5) be used for awards selections. We received 21 Awards of Distinction applications from 12 districts. Chair Maryalice Faltings asked the Board to provide her recommendations for the Jim Meredith award to be submitted to her after the meeting.

**F. CAPRI**

Executive Director Cabulagan provided an overview of the current insurance market. It was noted that as long as medical costs continue to rise there will be increases in workers compensation premiums. CAPRI noted an estimated 10–15% increase this fiscal year in workers compensation. Liability has a slight increase of about 2-5% this fiscal year due to some potential claims. Property will possibly decrease 2-5% this fiscal year.

**G. Legislative Outreach**

Chair Joe Gibson reported that the Legislative Outreach Committee met on January 22, 2014 via teleconference. No pressing issues affecting park districts noted. The committee recommended sending out another letter to all legislators reminding them what Park and Recreation Districts are about and also to member districts encouraging them to be active with their local legislators. Staff will send a draft letter to Legislative Outreach Committee for their review before the final letter goes out. Maryalice pointed out that instead of directing communication and letters to the General Manager that Board Presidents and members for each district

should also be copied on the letters.

## 10. **OLD BUSINESS**

### **A. State Budget**

No update on State Budget. The Board discussed Governor Brown's proposal to use funding from the Cap and Trade Program to provide partial funding for the bullet train. Bills affiliated with water that are on ballot were discussed as possibly beneficial to parks and recreation districts.

### **B. Legislative Outreach**

This item was discussed in the Committee reports.

### **C. 2014 CARPD Conference Update**

Executive Director Cabulagan reported to the Board on what has been going on in regard to the conference. Conference registration forms are coming in with 35 confirmed attendees, 14 guests and 14 districts registered. In regard to the Awards of Distinction we have received 21 award nominations from 12 districts for 11 different awards. For the CARPD Scholarships we received 7 entries for the 2 scholarships from 6 districts. The Awards Committee will make the determinations on the scholarships and Awards of Distinction. SCI stated that they may sponsor one full scholarship so we may have an additional scholarship available.

Executive Director Cabulagan reminded the Board the Bebe and Tara will be out on maternity leave soon and that CAPRI will be going through an Employment agency to provide two temps to replace Bebe and Tara's while they are out on leave.

Executive Director Cabulagan provided an overview of speakers and their topics for the conference including Keynote speaker Liz Franklin from Miz Liz on Biz. We are getting close to finalizing the agreement with Liz Franklin as our keynote speaker. All of our speaker slots to be finalized within 1-2 weeks. The Board recommended getting a speaker to focus on Water Conservation given our present drought conditions. As for sponsors, we now have sponsorships totaling \$9,250. Districts will be contacted by Pat Cabulagan in attempt to get more sponsors for the conference.

The Board reviewed the 2014 Conference Schedule. Moderators for the conference sessions (to include keynote and luncheon speakers) were determined and scheduled by the Board. There was a discussion about a change to the food for

the social hour which this year will be served vs. buffet style.

Joe Gibson left the meeting at 11:17 am.

**D. Public Contract Bidding/Procurement**

The Board discussed the California Public Contract Code 20815.1 which requires that all contracts for new construction in excess of \$25,000 shall go out for competitive bidding. On small projects, the bidding process can exceed the contract costs. Ralph Heim has tried to get sponsorship on possible legislation for this issue without much luck. Ralph Heim submitted an unbacked bill to Legislative Counsel asking to raise the limit to \$100,000. It was recommended our CSDA representative Manie Meraz work with CSDA for assistance and possible sponsors.

The Board broke for lunch at 11:23 am.

**11. NEW BUSINESS**

**A. CSDA Legislative Days**

Executive Director Cabulagan updated the Board that the 2014 CSDA Legislative Days is scheduled for May 20-21 at the Sacramento Convention Center, with himself and Rick Richards attending. CARPD will be hosting a roundtable at the CSDA Legislative Days Conference.

**B. Update of General Manager Consultation Position**

Executive Director Cabulagan updated the Board on the current General Manager Consultation position. The CAPRI Board of Directors recommended termination of the General Manager Consultant. After some discussion, the CARPD Board supported the CAPRI Boards recommendation. The CARPD Board directed Executive Director Cabulagan to provide the General Manager Consultant with a 30 day notice of Termination as per the contract. This matter will be discussed further at the next Board Meeting.

*Mike Limbaugh made a motion to terminate the General Manager Consultant contract and send him a 30 day notice. This motion was seconded by Frank Gorman.*

*Ayes: Gene Hostetler, Rick Sloan, Al McGreehan, Maryalice Faltings, Carol Severin, Manie Meraz, Stephen Fraher, Mike Limbaugh, Tarry Smith and Frank Gorman.*

*Noes: None.*

*Abstentions: None.*

*Mike Limbaugh made a motion to have a Request for Proposal for the General Manager Consultation position, be sent out after the General Manager Consultant's 30 day notice has been submitted and after the Annual Conference. This motion was seconded by Frank Gorman.*

*Ayes: Gene Hostetler, Rick Sloan, Al McGreehan, Maryalice Faltings, Carol Severin, Manie Meraz, Stephen Fraher, Tarry Smith, Mike Limbaugh and Frank Gorman.*

*Noes: None.*

*Abstentions: None.*

### **C. 2014 Special Districts Tour Partnership**

The Board decided not to participate in this year's 2014 Special Districts tour.

### **D. Annual Membership Dues**

Executive Director Cabulagan presented to the Board, the Membership Dues for Fiscal Year 2014-2015 which the board approved. A letter will be sent out to all Districts for budgeting purposes.

*Mike Limbaugh made a motion to approve the Membership Dues for Fiscal Year 2014-2015. This motion was seconded by Carol Severin.*

*Ayes: Gene Hostetler, Rick Sloan, Al McGreehan, Maryalice Faltings, Carol Severin, Manie Meraz, Stephen Fraher, Tarry Smith, Mike Limbaugh and Frank Gorman.*

*Noes: None.*

*Abstentions: None.*

### **E. CAPRI Appointment**

The Board approved the re-appointment of Lindsay Woods of the Hesperian Recreation and Park District to serve as CARPD's representative on the CAPRI Board.

*Al McGreehan made a motion to re-appoint Lindsay Woods as the CARPD representative on the CAPRI Board of Directors. This motion was seconded by Maryalice Faltings.*

*Ayes: Gene Hostetler, Rick Sloan, Al McGreehan, Maryalice Faltings, Carol Severin, Manie Meraz, Stephen Fraher, Tarry Smith, Mike Limbaugh and Frank Gorman.*

*Noes: None.*

*Abstentions: None.*

**F. CPRS Conference**

Maryalice Faltings provided an update of the CPRS Conference that was held at the Ontario Convention Center. Sessions were informative. Next conference will be held in Sacramento.

**12. CARPD CALENDAR OF EVENTS**

Executive Director Cabulagan went over the calendar of events with the Board. The Awards committee is working on determining the winners of the Awards of Distinction. Staff will be focusing on finalizing things for the conference.

**13. EXECUTIVE DIRECTOR'S REPORT**

None.

**14. BUSINESS ITEMS FOR NEXT MEETING**

- General Manager Consultant position
- Determine Date of October Board Meeting

**15. CLOSING COMMENTS**

Recommendation to have large/double screens for the PowerPoint presentation.

**16. ADJOURNMENT**

The meeting adjourned at 12:03 p.m.

**NOTICES:**

The next CARPD Board of Directors meeting will be held on May 15, 2014 at 4:00 p.m. at the Lake Tahoe Resort Hotel.