

BOARD OF DIRECTORS REGULAR MEETING

Desert Recreation District
77865 Avenida Montezuma | La Quinta | CA | 92253

November 22, 2019

MINUTES

1. **CALL TO ORDER:**

A regular meeting of the Board of Directors was held on November 22, 2019 at Desert Recreation District, La Quinta Community Center, 77865 Avenida Montezuma, La Quinta, 92253 CA at 12:55 p.m.

Members Present: President Lindsay Woods, Vice President Dean Wetter, Secretary Colin Miller, Director Lorena Cervantes, Director Jim Friedl, Director Mathew Fuzie, and Director Larry Mazzuca.

Members Absent: None.

CAPRI Staff: Mr. Matthew Duarte

Others Present: Mr. Byrne Conley (Gibbons & Conley), Mr. Doug Wozniak (Alliant Insurance), Ms. Dori Zumwalt (York Risk Services), and Mr. Tim Mahoney (DAC). Mr. Chuck Torretta (George Hills) and Ms. Allison Kaune (PFM) appeared via telephone.

2. **INTRODUCTIONS:**

None.

3. **PUBLIC COMMENTS:**

None.

4. **CLOSED SESSION:**

The Board convened to Closed Session at 12:55 p.m. regarding the following matters:

- Bishop vs. West Side Recreation & Park District
- Cameron vs. Hayward Recreation & Park District
- Judd vs. Rancho Simi Recreation & Park District
- Petersen vs. Desert Recreation District
- Allegro vs. Rancho Simi Recreation & Park District

- Alward vs. Greater Vallejo Recreation & Park District
- Moss vs. Rancho Simi Recreation & Park District
- Tounget vs. Valley-Wide Recreation & Park District
- West Side Property Loss Claim
- Liability Report \$5K Meeting Summary
- 2019 Settlement Summary
- One potential case involving initiation of litigation

The Board later convened to Closed Session again at the end of the meeting at 5:00 p.m. regarding the following item:

- Public Employee Evaluation – Executive Director

5. REPORT FROM CLOSED SESSION:

The Board reconvened to Open Session at 1:58 p.m. pursuant to Government Code Section 54957.1, the Board must report in open session any action taken, or lack thereof, taken in closed session.

On a Motion by Secretary Miller, seconded by Director Mathew Fuzie, the Board voted 6-0 to approve the initiation of litigation against Southern California Edison. Director Jim Friedl abstained from the vote.

Later in the meeting after Closed Session on item 4.4, the Board reconvened to Open Session at 5:22 p.m. pursuant to Government Code Section 54957.1, the Board must report in open session any action taken, or lack thereof, taken in closed session.

No reportable action.

6. CONSENT AGENDA:

- 6.1 CAPRI Board Minutes
 - September 18, 2019
- 6.2 LAIF Regular Monthly Statement – October 2019
- 6.3 Warrant Listings for the months July 2019 – September 2019
- 6.4 Statement of Revenue and Expenses Budget to Actual
- 6.5 Statement of Revenue, Expenses, and Change in Net Position

MOTION:

Director Mazzuca made a motion to approve consent items #6.1 – #6.5. Vice President Wetter seconded the motion.

Ayes: Woods, Wetter, Miller, Cervantes, Friedl, Fuzie, and Mazzuca.
Nays: None
Abstain: None

7. PULLED CONSENT ITEMS:

None.

8. DISCUSSION/ACTION ITEMS:

8.1 Investment Policy Review

The Board of Directors conducted its annual Investment Policy Review. Based upon the recommendations of PFM and Ms. Allison Kaune, a proposed revision was discussed in light of a recent change in the reporting requirements under the California Government Code.

MOTION:

Director Friedl made a motion to approve the revisions to the CAPRI Investment Policy as proposed. Secretary Miller seconded the motion.

Ayes: Woods, Wetter, Miller, Cervantes, Friedl, Fuzie, and Mazzuca.
Nays: None
Abstain: None

8.2 WC & GL/Property Programs Dividend Distribution Review

The Board reviewed and discussed whether it is appropriate to revise its dividend/discount practices and whether to distribute dividends to the membership in the Workers' Compensation and Liability & Property Programs.

MOTION:

Vice President Wetter made a motion to implement a revised Discount program for multi-program participants as identified in Staff's Report as Option 3(a) & issue dividends as a Premium Refund as provided in 3(b)(iv). Director Friedl seconded the motion.

Ayes: Woods, Wetter, Miller, Cervantes, Friedl, Fuzie, and Mazzuca.
Nays: None
Abstain: None

8.3 ADA Assessment Results Review

The Board reviewed and discussed the results of the recent ADA Assessment program with DAC representative Mr. Tim Mahoney. The Board further discussed

whether a contract for trainings and/or a Transition Plan discount/reimbursement program would best serve the membership. General direction was provided to Staff begin contract negotiations with DAC for the provision of model policies, ADA training sessions, and an ADA Transition Plan services agreement and return at a future meeting with options for Board to consider and approve.

8.4 District Visitation Criteria & Scoring System Review

The Board reviewed and discussed the District Visitation criteria and Scoring system revisions and provided further input as to any changes to consider in advance of the upcoming District XVII Cycle.

8.5 GL & Property Member Application – Cazadero CSD

The Board reviewed and considered the application for membership by Cazadero Community Services District and whether to authorize conditional interim membership in the CAPRI Liability & Property Program.

MOTION:

Secretary Miller made a motion to conditionally approve Cazadero Community Services District as an interim member of the CAPRI GL & Property program pending completion of the application and ratification by the Board at its next regularly scheduled Board Meeting. Director Mazzuca seconded the motion.

Ayes: Woods, Wetter, Miller, Cervantes, Friedl, Fuzie, and Mazzuca.

Nays: None

Abstain: None

8.6 Alliant Property Appraisal Program

The Board reviewed and discussed participation in the Alliant Property Appraisal Program Review.

MOTION:

Secretary Miller made a motion to proceed with the Alliant Property Appraisal Program. Director Fuzie seconded the motion.

Ayes: Woods, Wetter, Miller, Cervantes, Friedl, Fuzie, and Mazzuca.

Nays: None

Abstain: None

8.7 Office Needs Assessment

The Board reviewed and discussed the CAPRI Office needs and weighed the continued investment in the CAPRI owned building located in Citrus Heights.

MOTION:

Secretary Miller made a motion to authorize the Executive Director to contract with a licensed commercial real estate broker for the listing for sale of the facility commonly known as 6341 Auburn Blvd., Citrus Heights, California. Director Mazzuca seconded the motion.

Ayes: Woods, Wetter, Miller, Cervantes, Friedl, Fuzie, and Mazzuca.

Nays: None

Abstain: None

8.8 Approval of 2018/2019 WC Final Payroll

The Board of Directors reviewed and discussed the 2018/2019 WC Final Payroll.

MOTION:

Vice President Wetter made a motion to approve the 2018/2019 WC Final Payroll. Director Fuzie seconded the motion.

Ayes: Woods, Wetter, Miller, Cervantes, Friedl, Fuzie, and Mazzuca.

Nays: None

Abstain: None

8.9 General Counsel Contract Review

The Board of Directors reviewed and discussed the proposed contract for services with General Counsel, Gibbons & Conley.

MOTION:

Director Fuzie made a motion to authorize the Executive Director to enter into an revised contract with Gibbons & Conley that provided for yearly increases consistent with the CPI for Sacramento or a nearby region. Secretary Miller seconded the motion.

Ayes: Woods, Wetter, Miller, Cervantes, Friedl, Fuzie, and Mazzuca.

Nays: None

Abstain: None

8.10 Executive Director Contract Review

The Board of Directors reviewed and discussed the Executive Director's employment contract.

MOTION:

President Woods made a motion to authorize an amendment to the Executive Director's contract that provided for a 1 year extension of the term of the agreement, amended the base salary to \$176,550, amended the Fringe Benefits provision to provide that CAPRI will pay 100% of the cost of health insurance coverage through a Kaiser Family Plan at the then current rate . Director Miller seconded the motion.

Ayes: Woods, Wetter, Miller, Cervantes, Friedl, Fuzie, and Mazzuca.

Nays: None

Abstain: None

8.11 CAPRI BOD Meeting Calendar 2020

The Board of Directors reviewed and discussed the proposed meeting calendar for year 2020. It was noted that the February meeting will be held in Monterey to coincide with the PARMA Conference. It was also noted that the November Retreat may conflict with other Board obligations and that a Friday & Saturday meeting and retreat was acceptable to the Board.

MOTION:

Vice President Wetter made a motion to approve the CAPRI BOD Meeting Calendar with changes as noted. Director Mazzuca seconded the motion.

Ayes: Woods, Wetter, Miller, Cervantes, Friedl, Fuzie, and Mazzuca.

Nays: None

Abstain: None

9. SPECIAL REPORTS:

9.1 Investment Status Report – PFM

Ms. Allison Kaune of PFM provided an in-depth report as to the status of CAPRI's investments.

9.2 Insurance Market Update – Alliant Insurance Services

Mr. Doug Wozniak gave a brief report regarding the current insurance market.

10. EXECUTIVE DIRECTOR/STAFF REPORTS:

10.1 District Visits Update

The Board of Directors had no comments or questions on this writeup.

10.2 CAPRI Member Trainings Update

The Board of Directors had no comments or questions on this writeup.

10.3 Hayward Safety Training Day Summary

The Board of Directors had no comments or questions on this writeup.

10.4 CAPRI Staff Calendar

The Board of Directors had no comments or questions on this writeup.

10.5 CAPRI Member Calendar

The Board of Directors had no comments or questions on this writeup.

10.6 News of Note

The Board of Directors had no comments or questions on this writeup.

11. BOARD MEMBER REPORTS:

11.1 Board Member Comments

No comments.

12. FUTURE AGENDA ITEMS:

The Board of Directors had no comments or questions on this item.

13. ANNOUNCEMENTS:

The next CAPRI Board of Directors meeting will be held February 25, 2020 at a time to be determined in Monterey, California.

14. ADJOURNMENT:

The Board adjourned the meeting at 5:24 p.m.



Colin Miller,
Secretary for the CAPRI Board of Directors