

ORANGEVALE RECREATION & PARK DISTRICT

Minutes of Meeting of Board of Directors August 15, 2019

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on Thursday, August 15, 2019 at the District Office. Director Stickney called the Closed Session meeting to order at 6:00 p.m. and resumed Regular Session meeting to order at 6:32 p.m.

Directors present: Swenson, Stickney, Brunberg, Montes, Meraz (arrived 6:08 p.m.)
Directors absent: None
Staff present: Greg Foell, District Administrator
Jennifer Von Aesch, Finance/HR Superintendent
Horacio Oropeza, Park Superintendent
Melyssa Woodford, Admin. Services Supervisor

3. **CLOSED SESSION** a) Closed Session pursuant to Government Code Section 54956.8
Conference with Real Property Negotiators
Property: 6930 Hazel Avenue, Orangevale, CA 95662
Agency Negotiator: Greg Foell
Negotiating Parties: Regency Baptist Church
Under Negotiation: Price and Terms

Directors present: Swenson, Stickney, Brunberg, Montes, Meraz (arrived 6:08 p.m.)
Directors absent: None
Staff present: Greg Foell, District Administrator

4. **RESUME PUBLIC SESSION & ANNOUNCE ACTIONS FROM CLOSED SESSION** Director Stickney resumed open session.
Director Stickney stated that no action was taken on this matter.
Direction was given to the District Administrator.

MOTION #1

On a motion by Director Stickney, seconded by Director Montes, the Closed Session was adjourned by a vote of 5-0-0 with Directors Swenson, Stickney, Brunberg, Meraz, and Montes voting Aye. There were no Abstentions or Nays.

5. **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was conducted.

8. **APPROVAL OF AGENDA**

MOTION #2

On a motion by Director Montes, seconded by Director Brunberg, the agenda was approved by a vote of 5-0-0 with Directors Swenson, Stickney, Brunberg, Meraz, and Montes voting Aye. There were no Abstentions or Nays.

9. PUBLIC DISCUSSION

No one wished to address the Board during public discussion.

10. MINUTES

MOTION #3

a) Approval of minutes of Regular Meeting July 11, 2019 (pg 1-5):
On a motion by Director Montes, seconded by Director Brunberg, the minutes were approved by a vote of 3-0-2 with Directors, Meraz, Brunberg, and Montes voting Aye. Directors Swenson and Stickney Abstained. There were no Nays.

MOTION #4

b) Approval of minutes of Special Meeting July 25, 2019 (pg 6-7):
On a motion by Director Montes, seconded by Director Swenson, the minutes were approved by a vote of 5-0-0 with Directors Swenson, Stickney, Meraz, Brunberg, and Montes voting Aye. There were no Abstentions or Nays.

11. CORRESPONDENCE

MOTION #5

a) Confidential envelope – Attorney billing June 2019:
On a motion by Director Brunberg, seconded by Director Stickney, the attorney billing was approved by a vote of 5-0-0 with Directors Swenson, Stickney, Meraz, Brunberg, and Montes voting Aye. There were no Abstentions or Nays.

b) Letter from the Sacramento Local Agency Formation Commission accepting nominations for the Special District Commissioner for Office No. 6 and Alternate Special District Commissioner for Office No. 6 & 7 (pg 8-10):
No interest indicated.

c) San Juan Unified School District Certificate of Appreciation as a Most Valuable Partner (pg 11):
Recognized OVparks with Certificate of Appreciation during their award ceremony. OVparks was not present.

12. CONSENT CALENDAR

MOTION #6

a) On a motion by Director Brunberg, seconded by Director Swenson, the consent calendar (12.1-12.3) was approved by a vote of 5-0-0 with Directors Swenson, Stickney, Brunberg, Meraz, Montes, voting Aye. There were no Abstentions or Nays.

12.1 CONSENT MATTERS GENERAL FUND

- a) Ratification of Claims for Period 13 2019 (pg 12)
- b) Budget Status Report for Period 13 2019 (pg 13-15)
- c) Revenue Report for Period 13 2019 (pg 16)
- d) Ratification of Claims for July 2019 (pg 17-18)
- e) Budget Status Report for July 2019 (pg 19-21)
- f) Revenue Report for July 2019 (pg 22)

12.2 OLLAD CONSENT MATTERS

- a) Ratification of Claims for Period 13 2019 (pg 23)
- b) Budget Status Report for Period 13 2019 (pg 24-25)
- c) Ratification of Claims for July 2019 (pg 26)
- d) Budget Status Report for July 2019 (pg 27)

12.3.KENNETH GROVE
CONSENT
MATTERS

- a) Budget Status Report for Period 13 2019 (pg 28)
- b) Ratification of Claims for July 2019 (pg 29)
- c) Budget Status Report for July 2019 (pg 30)

13. NON-CONSENT
MATTERS
GENERAL FUND

MOTION #7

- a) Ratification of Claims for Period 12 2019 (pg 31)
On a motion by Director Brunberg, seconded by Director Stickney, the ratification of claims for period 12, 2019 (pg 31) approved by a vote of 4-0-1 with Directors Swenson, Stickney, Meraz, and Brunberg voting Aye. Director Montes abstained. There were no Nays.

14. STANDING
COMMITTEE
REPORTS

- a) Administration and Finance:
Finance Committee Recap – August 2, 2019 (pg 32)
Admin Foell advised of Capital Replacement, Capital Projects, and ADA Project discussion.
Increased Capital Budget by \$14,000 for maintaining natural areas which provides approximately one week of service from California Conservation Corp. One week of service already in budget. However, additional week would provide utilization of the CCC each season to systematically go through open space areas. Sheriffs crew have not been available. Will continue to utilize Sheriff crew as they are available.
Also discussed Employee Salaries and Benefits, and cost of living increases. Projections are made based on a full year. Committee discussed and decided on 2.8% cost of living increase if approved in the final budget. This would mean an additional COLA in the amount of .8 of one percent for the final budget. SCERS (Sacramento County Employee Retirement System) is increasing as anticipated. Employee rates with the District's participation in the CAL PEPRA (Retirement Reform Legislation) are increasing slightly. OVParks has two tiers: Tier 3 Full Time Employees (hired prior to January 1, 2013) and Tier 5 Full Time Employees (hired after January 1, 2013). Increasing .08% and .03% respectively. Preliminary budget: Tax revenue ended up with approximately 6% increase which was anticipated.
- b) Maintenance and Operation: No report.
- c) Recreation Committee: No report.
- d) Personnel & Policy: No report.
- e) Government: No report.
- f) Planning Committee: No report.
- g) Trails Committee: No report.

h) Ad Hoc: No report.

15. ADMINISTRATOR'S REPORT

- a) Monthly Activity Report – July 2019 (pg 33-37): Admin. Foell summarized current ongoing activity. Admin. Foell advised grant paperwork has been submitted. Expect to hear result December or January timeframe. Recognized Jennifer Von Aesch and her daughter Jade Von Aesch as instrumental in coordinating the preliminary writing of the application and submission of documents. Working to complete CEQA documents for projects so they will be ready to implement. Still pursuing Outdoor Exercise Equipment Grant received, however, postponing implementation until next calendar year. Recreation and facility revenues have met projections this year. Minimum wage increases have been compensated for by program fee adjustments. Admin Foell cited great enrollment in Rec'ing Crew program this summer. Recognized Jason Bain for his supervision of the Rec'ing Crew and Emily Romine, Recreation Specialist, for a tremendous job coordinating the Rec'ing Crew program. Ice Cream Social participation increased this year and went very well. TigerSharks celebrated 20th season with a first place Championship. Admin Foell received Board of Directors questions regarding citations issued. Admin Foell will look into if revenue is received for citations issued on as well as off OVparks properties. Horacio advised maintenance staff assisted with the volunteer Disc Golf cleanup effort. Irrigation controls have been changed from solar clocks to battery clocks at Norma Hamlin Park. The fallen tree at Sundance Park has been removed. Resident affected was displaced for approximately five months. OVparks has a \$2,000 deductible and insurance will cover the remaining cost. Board of Directors noted parks and fields look great and well maintained, complimenting maintenance staff for their efforts.
- b) Report on Electric Greenway Trail CEQA Public Hearing – (verbal) Admin. Foell provided an update. Met with resident last week and OVparks is moving forward with a sales agreement. Anticipates it will be finalized within the next month or two.
- c) Holiday Office Closure-December 23rd thru January 1st (verbal) Resume normal office on Thursday, January 2, 2020. January board meeting will be held on January 16, 2020 instead of January 9th.

16. UNFINISHED BUSINESS

None discussed.

17. NEW BUSINESS

MOTION #8

a) Discussion and Possible Approval of a Cost of Living Adjustment for District Staff (pg 38): On a motion by Director Brunberg, seconded by Director Montes, the Cost of Living Adjustment of .8% for District Staff was approved effective August 25, 2019 by a vote of 5-0-0 with Directors Swenson, Stickney, Brunberg, Meraz, Montes, voting Aye. There were no Abstentions or Nays.

MOTION #9

b) Public Hearing: Approval of Resolution 19-08-630, Resolution Adopting the Orangevale Recreation and Park District Final Budget for Fiscal Year 2019/20 (pg 39-54): Admin Foell highlighted health benefit rate increases. Jennifer Von Aesch advised on negotiations and probable future health benefit rate increases. No additional full-time employees are planned at this time. Salary increase of \$1.00 per hour for part-time employees will be effective January 1, 2020 with an additional \$1.00 per hour increases per year for two additional years. Admin Foell advised of need to address Youth Center Basketball Court resurfacing. Repair and resurfacing will cost approximately \$5,000. Playground installation to be postponed until next fiscal year. A competitive grant for 1.3 million dollars for Pecan Park has been applied for. The public hearing was opened by Director Stickney. With no public wishing to speak on the subject, Director Stickney closed the public hearing. On a motion by Director Brunberg, seconded by Director Montes, the Resolution 19-08-630, Resolution Adopting the Orangevale Recreation and Park District Final Budget for Fiscal Year 2019/20, was approved by a vote of 5-0-0 with Directors Swenson, Stickney, Brunberg, Meraz, Montes, voting Aye. There were no Abstentions or Nays.

MOTION #10

c) Public Hearing: Approval of Resolution 19-08-631, Resolution Adopting the Orangevale Landscaping and Lighting Assessment District Final Budget for Fiscal Year 2019/20 (pg 55-61): The public hearing was opened by Director Stickney. With no public wishing to speak on the subject, Director Stickney closed the public hearing. On a motion by Director Brunberg, seconded by Director Montes, the Resolution 19-08-631, Resolution Adopting the Orangevale Landscaping and Lighting Assessment District Final Budget for Fiscal Year 2019/20 was approved by a vote of 5-0-0 with Directors Swenson, Stickney, Brunberg, Meraz, Montes, voting Aye. There were no Abstentions or Nays.

MOTION #11

d) Public Hearing: Approval of Resolution 19-08-632, Resolution Adopting the Kenneth Grove Landscaping and Lighting Assessment District Final Budget for Fiscal Year 2019/20 (pg 62-66): Admin Foell advised the resolution is correct but states Preliminary Budget (pg 62) which should state Final Budget. The public hearing was opened by Director Stickney. With no public wishing to speak on the subject, Director Stickney closed the public hearing. On a motion by Director Swenson, seconded by Director Brunberg, the Resolution 19-08-632, Resolution Adopting the Kenneth Grove Landscaping and Lighting

Assessment District Final Budget for Fiscal Year 2019/20 was approved by a vote of 5-0-0 with Directors Swenson, Stickney, Brunberg, Meraz, Montes, voting Aye. There were no Abstentions or Nays.

MOTION #12

- e) Approval of Resolution 19-08-633, Resolution Amending the District Salary Schedule (pg 67-69): On a motion by Director Montes, seconded by Director Stickney, the Resolution 19-08-633, Amending the District Salary Schedule was approved by a vote of 5-0-0 with Directors Swenson, Stickney, Brunberg, Meraz, Montes, voting Aye. There were no Abstentions or Nays.

MOTION #13

- f) Approval of Resolution 19-08-634, Resolution Approving the Revision of the District's Reserve Designations in Accordance with GASB 54 (pg 70-75): On a motion by Director Brunberg, seconded by Director Swenson, the Resolution 19-08-634, Resolution Approving the Revision of the District's Reserve Designations in Accordance with GASB 54 was approved by a vote of 5-0-0 with Directors Swenson, Stickney, Brunberg, Meraz, Montes, voting Aye. There were no Abstentions or Nays

MOTION #14

- g) Consideration of Debt Management Policy and Approval of Resolution 19-08-635, Resolution Adopting the Debt Management Policy (pg 76-82): Admin Foell advises that this is a legislative change. On a motion by Director Brunberg, seconded by Director Swenson, the Resolution 19-08-635 to Adopt the Debt Management Policy was approved by a vote of 5-0-0 with Directors Swenson, Stickney, Brunberg, Meraz, Montes, voting Aye. There were no Abstentions or Nays

MOTION #15

- h) Consider for Approval the Agreement for Purchase and Sale of Real Property between Regency Baptist Church as Seller and the District as Buyer for the Real Property Located at 6920-6930 Hazel Avenue, Orangevale, CA (Supplement): Admin Foell requests to address at a Special Meeting to be held on Thursday, August 29, 2019 at 6:00 p.m. On a motion by Director Swenson, seconded by Director Montes, the special meeting be held on August 29, 2019 at 6:00 p.m. to discuss the Agreement for Purchase and Sale of Real Property between Regency Baptist Church as Seller and the District as Buyer for the Real Property Located at 6920-6930 Hazel Avenue, Orangevale, CA was approved by a vote of 5-0-0 with Directors Swenson, Stickney, Brunberg, Meraz, Montes, voting Aye. There were no Abstentions or Nays.
- i) Review and Consider Approval of Proposed Joint Use Agreement for School District and Park District Facilities between the San Juan Unified School District and the Orangevale Recreation and Park District (Supplement): Discussion regarding viability of continuing the joint use agreement in the future will be considered at a future meeting before November 2019.

18. DIRECTOR AND STAFF COMMENTS

Park Supt. Oropeza thanked staff for all their hard work.

Finance/HR Supt. Von Aesch advised she will be meeting with the staff regarding benefit changes. Open enrollment begins at the end of September through October.

Admin Foell indicated summer programming went very well. Kudos to Staff for their hard work.

Director Montes expressed appreciation to the OVparks Front Office Staff and Maintenance for all their hard work. Extended invitation to attend the Decades concert at the Orangevale Grange on August 16, 2019 at 6:00 p.m.

Director Swenson expressed appreciation to the OVparks Staff.

Director Stickney commented on looking forward to welcoming new OVparks Recreation Coordinator employee Nadia Khokhhar Roberts at a future board meeting.

Director Meraz extended appreciation to all who assisted in the successful facilitation of the Ice Cream Social and Hot Dog Hoe Down Events.

19. ITEMS FOR NEXT AGENDA

Review and Consider Approval of Proposed Joint Use Agreement for School District and Park District Facilities between the San Juan Unified School District and the Orangevale Recreation and Park District

20. ADJOURNMENT

MOTION #20

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 7:48 p.m. On a motion by Director Swenson, seconded by Director Montes, the adjournment was approved by a vote of 5-0-0 with Directors Brunberg, Meraz, Montes, Stickney, and Swenson voting Aye. There were no Abstentions or Nays.

Mike Stickney, Chairperson