

# ORANGEVALE RECREATION & PARK DISTRICT

## Minutes of Meeting of Board of Director February 13, 2020

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on Thursday, February 13, 2020 at the District Office. Director Stickney called the meeting to order at 6:35 p.m.

Directors present: Stickney, Swenson, Meraz, Brunberg, Montes,  
Directors absent: None  
Staff present: Greg Foell, District Administrator  
Jennifer Von Aesch, Finance/HR Superintendent  
Horacio Oropeza, Park Superintendent  
Jason Bain, Recreation Supervisor  
Melyssa Woodford, Admin. Services Supervisor

3. **PLEDGE OF ALLEGIANCE** The Pledge of Allegiance was conducted.
  
4. **APPROVAL OF AGENDA** On a motion by Director Swenson, seconded by Director Brunberg, the agenda was approved by a vote of 5-0-0 with Directors Stickney, Swenson, Brunberg, Meraz, and Montes voting Aye. There were no Abstentions or Nays.  
**MOTION #1**
  
5. **PUBLIC DISCUSSION** No one wished to address the Board during public discussion.
  
6. **MINUTES**
  - a) Approval of Minutes of January 23, 2020 (pg 1-6): On a motion by Director Swenson seconded by Director Brunberg, the minutes were approved by a vote of 4-0-1 with Directors Stickney, Meraz, Brunberg, and Swenson voting Aye. Director Montes Abstained. There were no Nays.
  - b) Approval of Minutes of January 28, 2020 (pg 7-14): On a motion by Director Montes seconded by Director Swenson, the minutes were approved by a vote of 5-0-0 with Directors Stickney, Meraz, Brunberg, Swenson, and Montes voting Aye. There were no Abstentions or Nays.  
**MOTION #2**  
  
**MOTION #3**
  
7. **CORRESPONDENCE**
  - a) Confidential Envelope – Attorney Billing December 2020: On a motion by Director Meraz, seconded by Director Montes, the attorney billing was approved by a vote of 5-0-0 with Directors Stickney, Swenson, Brunberg, Meraz, and Montes voting Aye. There were no Abstentions or Nays.  
**MOTION #6**

- b) California Special District Association (CSDA) Board of Directors Call for Nominations – Seat C (pg 15-20): Admin Foell advised that nominations must be received by March 26, 2020 if anyone is interested.
- c) Sacramento Local Agency Formation Commission – Nominations for Membership on the Special District Advisory Committee (SDAC) (pg 21-23): Admin Foell advised that nominations are due February 27, 2020 if anyone is interested.

**8. CONSENT CALENDAR**

**MOTION #4**

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

**8.1. CONSENT MATTERS GENERAL FUND**

- a) Ratification of Claims for January 2020 (pg 24-25)
- b) Budget Status Report for January 2020 (pg 26-28)
- c) Revenue Report for January 2020 (pg 29)

**8.2. OLLAD CONSENT MATTERS**

- a) Ratification of Claims for January 2020 (pg 30-31)
- b) Budget Status Report for January 2020 (pg 32-33)

**8.3. KENNETH GROVE CONSENT MATTERS**

- a) Ratification of Claims for January 2020 (pg 34)
- b) Budget Status Report for January 2020 (pg 35)

**9. NON-CONSENT MATTERS GENERAL FUND**

**MOTION #5**

- a) Ratification of Claims for January 2020 (pg 36): On a motion by Director Brunberg, seconded by Director Stickney, the Ratification of Claims for January 2020 was approved by a vote of 4-0-1 with Directors Stickney, Brunberg, Meraz, and Montes voting Aye. Director Swenson Abstained. There were no Nays.

**10. STANDING COMMITTEE REPORTS**

- a) Administration and Finance: No report.
- b) Maintenance and Operation: Maintenance Committee Recap January 15, 2020 (pg 37): Admin Foell advised of the Maintenance Committee Meeting attended by Director Stickney, Director Swenson, Admin Foell and Park Supt. Oropeza. Discussed several issues and surveyed Orangevale Community pool area.

Community Pool Repairs - Community Pool plaster is approximately twenty years old and needs to be resurfaced. Plaster has delaminated from the gunite. More than six patches have been completed over time. A significant crack exists and has been repaired four times. All repairs have proved to be temporary fix to the problem. Concern is to prevent the loss of water. Supt. Oropeza has caulked areas prior to

the January 2020 Polar Bear Plunge event. However, the area will likely need to be re-caulked prior to the 2020 public swim season. Reserve fund of \$200,000 is available to utilize toward pool repairs. OVparks will consult a pool expert to see what options are available and at what cost. Plan to include in the potential Bond Measure projects.

Maintenance Projects and Capital Items for next year - With the purchase of the new property, a wide area mower would be beneficial. Current utilization of the six-foot deck mowers has been successful. However, with the acquisition of the new property which includes an addition of approximately six acres of mowing area, a wide area mower would be a wise investment. A wide area mower would save more than half of the labor time spent each week during the mowing season to allow more time to accomplish other maintenance items associated with the new property along with other OVparks properties. Original consideration for this request was projected for approximately two years down the road. However, with the purchase of the new property, it is recommended that the Board of Directors consider purchasing possibly next year. Will include on the list to present at the next meeting with the Finance Committee. If purchased, the current trailer will accommodate the wide area mower.

Sundance Park - Admin Foell advised the Sundance Park sidewalk project is being completed. Approximately \$4,000 was spent to complete the necessary repairs to the sidewalk area. The Maintenance and Operation Committee surveyed the area with Supt. Oropeza and determined approximately \$2,000 in additional expenses necessary to replace a mow strip and a missing bollard at the site. These repairs will be completed.

Playground Resurfacing – Admin Foell advised of need to recoat rubberized surface areas under playground equipment. Supt. Oropeza has experience in this process and will conduct necessary recoating of the surface areas. Anticipating two to three more years until it will be necessary to resurface seal coat or replace the surface material. Resurfacing cost will be included in the next budget. Capital Replacement Schedule provides inventory of playground equipment ages to determine replacement of surface areas. In addition, Admin Foell has documentation summarizing playgrounds, tennis courts, & parking lots schedule of resurfacing. Director Stickney inquired of the best options available for surface material under playground equipment. Admin Foell advised that poured in place rubberized solution, rubberized wood fiber, and wood fiber surfaces are most viable options available. Discussed choosing a surface material to provide improved disability accessibility when replacement of surfaces is required.

Sports Fields Conditioning - Recommendation for acquiring a specialized machine for grooming the fields. This would be utilized every year. The machine does minimal damage to the turf while providing leveling of top inch of ground. The Maintenance and Operation Committee will complete a cost analysis of renting versus purchasing the machine.

- c) Recreation Committee: No report.
- d) Personnel & Policy: No report.
- e) Government: No report.
- f) Planning Committee: No report.
- g) Trails Committee: Trails Committee: No report.
- h) Ad Hoc: No report.

## 11. ADMINISTRATOR'S REPORT

a) Monthly Activity Report – January 2020 (pg 38-40): Admin Foell advised not much to include in Security report. Maintenance and Recreation Staff have been very busy working on new properties. Supervisor Bain and the facilities staff have been moving stuff to be sold at the Spring Rummage Sale and preparation of the buildings for painting. Supt. Horacio and the maintenance staff have been doing a great job keeping up with the park properties with the addition of the new property maintenance. They have cleared approximately 190 yards of debris from the new property. The palm trees close to the utility boxes have been removed without incident. Progress is continuing and appreciation to the staff for their assistance in the improvements at the new property. Projects will be included for the Big Day of Service. Supt. Oropeza advised the horseshoe pit, corn hole, and gaga pit areas at the Orangevale Community Park have been completed. Discussed potential of providing horseshoes, corn hole bags, balls for gaga for checkout. Could be included with the rental of the large picnic area for a small fee.

Supervisor Woodford advised the first Beekeeping class was held this month at the VFW Hall with twelve enrollees. This brand-new class which received very positive feedback and requests for an intermediate beekeeping class from enrollees. The instructor, Gary Burns, will be also at the Mount Vernon on Monday, February 17th and the Critter Expo on Saturday, February 29<sup>th</sup>.

Park Supt. Oropeza advised ongoing pruning as well as irrigation system checks are being conducted. Discovered a broken main line at the circle in the Orangevale Community Center parking lot. Director Stickney noticed trees at the entrance of the Shady Oaks Disc Golf still need to be removed. Supt. Oropeza will proceed to complete.

Recreation Supervisor Jason Bain advised of upcoming Best Friends Bash and Kids Night Out to be held on Valentine's Day. Critter Expo will be held on February 29<sup>th</sup>.

b) Report on Electric Greenway Trail – (verbal): Admin Foell advised of a second meeting held with the four Drywood and Escallonia property owners. Most details have been worked out. The property owners have received the final sales contract language. A few corrections are being made. Anticipating an agreement in writing to the square footage and sales price within the next week to ten days. Next step will be to order the plats and legals to attach to the sales agreement. Hoping to have signed agreements available at the March Board of Directors Meeting for approval. Admin Foell has been pleased with the process. The residents have been very cooperative. The City of Citrus Heights staff have been great to work with. OVparks is taking care of purchase of the property. The City of Citrus Heights through their grant will pay for any landscaping improvements needed (i.e. irrigation line movement, plant replacement, lighting installation along the trail, new fencing for property owners). Looking forward to continuing a great working relationship with the property owners and the City of Citrus Heights moving forward.

c) Report on Orangevale Community Center Park Master Plan Meetings for Tuesday, January 28, 2020 at 6:30 p.m. and Saturday, February 8, 2020 at 10:00 a.m. (verbal): Admin Foell advised good input has been received from both meetings. Peter Larimer with MTW provided a presentation to the attendees and the original three draft scheme boards have been condensed to two boards, based on input, which are currently posted on the OVparks website. Director Stickney inquired if a Community Meeting should be conducted prior to the March Board of Directors Meeting. Admin Foell suggested conducting a meeting on Thursday, February 28<sup>th</sup> to include the community members and OVparks Board of Directors for further engagement of the proposed Master Plan. This would provide the community members another opportunity to provide feedback along with the Board of Directors prior to the final presentation at the March 12<sup>th</sup> Board of Directors Meeting. If meeting is not held on February 28<sup>th</sup>, the final feedback would be received at the March 12<sup>th</sup> Board of Directors meeting to approve the Master Plan with any changes and present final drawings and documents at the April Board of Directors Meeting for approval. Peter Larimer from MTW Landscape Architects is working on engineering estimates for all projects throughout the OVparks properties to study the total dollars for projects in relation to a potential G.O. Bond. OVparks will be sending a mailer to Orangevale Community Center impacted residents regarding the proposed lighting for the ball fields. The decision was made to incorporate an additional Master Plan community meeting within the agenda of the March 12<sup>th</sup> Board of Directors Meeting. At that time, Peter Larimer will present the final

plan and input from community members and the Board of Directors will be received. OVparks Recreation Staff will provide a short report of potential programming for the new property's existing and proposed facilities. Admin Foell will provide valuable information he received from a Roseville supervisor regarding possible multi-use facility options. Director Stickney suggested inviting the attendees of the Critter Expo to the March 12<sup>th</sup> Board of Directors Meeting to encourage young families to participate in the process.

**12. UNFINISHED BUSINESS**

None discussed.

**13. NEW BUSINESS**

a) Discussion regarding naming of the new property (verbal):  
Admin Foell advised of progress made in determining new building naming. Requests Board of Directors input to possible names of the sanctuary building, the classroom, and the house. Director Brunberg suggested, and others agreed with, Hall, Building, and Cottage. Alternately, Director Stickney mentioned possibly naming the buildings after people. However, until the Master Plan is completed, Director Stickney suggested initially calling them Building 1, 2, and the Cottage for programming purposes. Building Room and Rental Fees to include the new property buildings to be provided within the next few months Direction was given to Admin Foell to incorporate the interim name changes.

**MOTION #7**

b) Approval of Resolution 20-02-638, Resolution Directing Preparation of the Engineer's Report for the Orangevale Landscaping and Lighting Assessment District (OLLAD) of the Orangevale Recreation and Park District (pg 41):  
On a motion by Director Brunberg seconded by Director Swenson, Resolution 20-02-638, Resolution Directing Preparation of the Engineer's Report for the Orangevale Landscaping and Lighting Assessment District (OLLAD) was approved by a vote of 5-0-0 with Directors Stickney, Meraz, Brunberg, Swenson, & Montes voting Aye. There were no Abstentions or Nays.

**MOTION #8**

c) Approval of Resolution 20-02-639, Resolution Directing Preparation of the Engineer's Report for the Kenneth Grove Landscaping and Lighting Assessment District of the Orangevale Recreation and Park District (pg 42): On a motion by Director Swenson, seconded by Director Brunberg, Resolution 20-02-639, Resolution Directing Preparation of the Engineer's Report for the Kenneth Grove Landscaping and Lighting Assessment District of the Orangevale Recreation and Park District was approved by a vote of 5-0-0 with Directors Stickney, Meraz, Brunberg, Swenson, & Montes voting Aye. There were no Abstentions or Nays.

**MOTION #9**

d) Approval of Resolution 20-02-640, Resolution Directing Preparation of the Engineer's Report for the Kenneth Grove Landscaping and Lighting Assessment District of the Orangevale Recreation and Park District (pg 43-58): On a motion by Director Brunberg seconded by Director Swenson, the Resolution 20-02-640, Resolution Directing Preparation of the Engineer's Report for the Kenneth Grove Landscaping and Lighting Assessment District of the Orangevale Recreation and Park District was approved by a vote of 5-0-0 with Directors Stickney, Meraz, Brunberg, Swenson, & Montes voting Aye. There were no Abstentions or Nays.

**MOTION #10**

e) Acceptance of the County of Sacramento 2020 Investment Policy for the Pooled Investment Fund (pg 59-76): On a motion by Director Brunberg seconded by Director Stickney, the County of Sacramento 2020 Investment Policy for the Pooled Investment Fund was approved by a vote of 5-0-0 with Directors Stickney, Meraz, Brunberg, Swenson, & Montes voting Aye. There were no Abstentions or Nays.

**MOTION #11**

f) Approval of Resolution 20-02-641, Resolution Authorizing a 2019/20 Final Budget Amendment for Fund 332A (pg 77): Admin Foell summarized the need re-allocate funds due to the Hazel Avenue property purchase and increased legal fees associated with obtaining the new property and with the Escallonia and Drywood property purchases. Staff changed the funding of the budget increases to the fund balance rather than the general reserve. Therefore, requests the 332A General Reserve be decreased by \$122,500 and a total of \$122,500 be increased in the 2019/20 Fiscal Budget for the Legal Services line by \$60,000, Professional Services line by \$30,000, Interest Expense by \$15,500, and Bond/Loan Redemption by \$17,000. On a motion by Director Brunberg seconded by Director Swenson, the Resolution 20-02-641, Resolution Authorizing a 2019/20 Final Budget Amendment for Fund 332A unreserved fund balance account 7400000 to be decreased by \$122,500 and increase for designated accounts was approved by a vote of 5-0-0 with Directors Stickney, Meraz, Brunberg, Swenson, & Montes voting Aye. There were no Abstentions or Nays.

**14. DIRECTOR AND STAFF COMMENTS**

Admin Foell mentioned a need to obtain assistance of a private licensed contractor with insurance to work on an hourly basis as needed for small projects. Requested any recommendations be emailed to him.

Admin Foell also emphasized appreciation to all OVparks staff for continued efforts to complete necessary projects.

Admin Foell announced two OVparks Recreation Specialists will be leaving for full time jobs. Congratulations to Emily Romine, Recreation Specialist, for acquiring a full-time job with the State of California. She started employment with OVparks as a college student and has blossomed into an outstanding employee for OVparks. She will be greatly missed. Also, Congratulations to Shannon Kane, Recreation Specialist, who has obtained a full-time job with a private company. She provided new insight into sponsorships, and teen programs. Best wishes to both. Megan Brennan, Recreation Specialist, returned from maternity leave this month. OVparks is accepting applications for the Recreation Specialist position.

Park Supt. Oropeza thanked the staff for their combined efforts and all the extra work at the new property.

Supervisor Woodford reminded of upcoming Best Friends Bash, Friday, February 14, at 10:30 a.m., Kids Night Out, Friday, February 14<sup>th</sup> from 6 p.m.-9:30 p.m. and Critter Expo on Saturday, February 29<sup>th</sup> from 3p.m.-4 p.m.

Director Stickney voiced appreciation of the tour of the Community Pool area and the discussion of ideas and projected projects. Noted Marjorie Ann Grant, owner of Shackleton Woods, passed away recently. Extended a thank you to the OVparks staff for their involvement in the implementation of the two Master Plan Community Meetings and to the Board of Directors for their attendance.

Director Montes voiced appreciation to OVparks for hosting the Best of Orangevale and hopes to see everyone there. Also thanked the OVparks staff for all their hard work. Mentioned Dorothy Cabodi, a well-known and longtime resident of Orangevale, passed away recently.

Director Swenson appreciates the hard work of the OVparks staff and is very impressed with their ability to balance all the work. Her daughter is playing basketball this year and mentioned the polish used on the auditorium floor is great this year. Shared excitement about the public community meetings held. Also mentioned the drinking fountain at the Norma Hamlin park doesn't seem to be operating correctly. OVparks maintenance staff will address.

Director Brunberg discussed the incident at Pecan Park involving an intoxicated individual arrested for threatening a female park attendee at the dog park. Thank you to the OVparks Maintenance staff for their hard work accomplished at the new property.

Director Meraz shared the City of Sacramento's implementation of soccer courts in Downtown Sacramento near South Side Park to increase recreational activity for inter-city use. Mayor Steinberg



discovered the idea on a trip to Washington DC and is popular on the East Coast. Played on a basketball or tennis court size court, the closed field soccer has proved to be quite popular. Also shared the Elk Grove High School and Folsom High School have had Red Fox sightings recently. Several years ago a Red Fox was frequently seen at the Orangevale Community Park. Thanks to the OVparks Maintenance staff for all the work accomplished at the new property. The property looks significantly improved.

**15. ITEMS FOR NEXT AGENDA**

None discussed.

**16. ADJOURNMENT**  
**MOTION #12**

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 8:11 p.m. On a motion by Director Brunberg, seconded by Director Montes, the adjournment was approved by a vote of 5-0-0 with Directors Stickney, Swenson, Brunberg, Meraz, and Montes, voting Aye. There were no Abstentions or Nays.

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Mike Stickney, Chairperson