

ORANGEVALE RECREATION & PARK DISTRICT

Minutes of Meeting of Board of Directors September 10, 2020

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on September 10, 2020 at the District Office. Director Stickney called the meeting to order at 6:31 p.m.

Directors present: Stickney, Swenson, Meraz, Montes
Directors absent: Brunberg (arrived at 6:36pm)
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
Nadia Roberts, Recreation Coordinator

3. **PLEDGE OF ALLEGIANCE** The Pledge of Allegiance was conducted.

4. **APPROVAL OF AGENDA**
MOTION #1 On a motion by Director Swenson, seconded by Director Meraz, the agenda was approved by a vote of 4-0-0 with Directors Stickney, Swenson, Meraz, and Montes voting Aye. Director Brunberg was absent. There were no Nays or Abstentions.

5. **PUBLIC DISCUSSION** No one wished to address the Board during public discussion.

6. **MINUTES**
MOTION #2
 - a) Approval of Minutes of August 20, 2020 (pg 1-10): On a motion by Director Montes seconded by Director Swenson, the minutes were approved by a vote of 4-0-0 with Directors Stickney, Meraz, Swenson, & Montes voting Aye. Director Brunberg was absent. There were no Nays or Abstentions.

7. **CORRESPONDENCE**
MOTION #3
 - a) Confidential Envelope – Attorney Billing July 2020: On a motion by Director Meraz, seconded by Director Montes, the attorney billing was approved by a vote of 4-0-0 with Directors Stickney, Swenson, Meraz, and Montes voting Aye. Director Brunberg was absent. There were no Nays or Abstentions.

8. **CONSENT CALENDAR**
MOTION #4
- a) On a motion by Director Montes, seconded by Meraz, the consent calendar was approved by a vote of 4-0-0 with Directors Stickney, Swenson, Meraz and Montes, voting Aye. Director Brunberg was absent. There were no Nays or Abstentions.
- 8.1. **CONSENT MATTERS GENERAL FUND**
- a) Ratification of Claims for August 2020 (pg 11)
b) Budget Status Report for August 2020 (pg 12-14)
c) Revenue Report for August 2020 (pg 15)
- 8.2. **OLLAD CONSENT MATTERS**
- a) Ratification of Claims for August 2020 (pg 16-17)
b) Budget Status Report for August 2020 (pg 18-19)
- 8.3. **KENNETH GROVE CONSENT MATTERS**
- a) Ratification of Claims for August 2020 (pg 20)
b) Budget Status Report for August 2020 (pg 21)
9. **NON-CONSENT MATTERS GENERAL FUND**
- None discussed.
10. **STANDING COMMITTEE REPORTS**
- a) Administration and Finance: No report.
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: Trails Committee: No report.
h) Ad Hoc: No report.
11. **ADMINISTRATOR'S REPORT**
- a) Monthly Activity Report – August 2020 (pg 22-25):
Admin Foell advised of several meetings held throughout the month with the fire district representatives and voiced appreciation to Jason Bain for his continued support in completing projects at the new buildings. Buildings 1 and 2 have passed inspection and are ready for use. The Cottage still requires fire safety devices which may be completed for inspection next week. Kudos to the entire staff for efforts in this endeavor. The new sign for new property has been installed and the landscaping is currently being installed. The ADA compliant pathway to the Cottage should be completed by the end of this week.

District Zoom meetings have been interesting to see what kinds of events and activities are being provided at other districts. OVparks is providing more than other districts mainly due to the dedication of the contractors and OVparks staff willing to do the necessary steps with social distancing and strict requirements in place. Publicity through social media and the OVparks website have gone well to share current programming which are predominately outdoors. The new OVparks Daycamp has been going well. An interview with Orangevale Live was posted on Facebook highlighting the Daycamp.

Admin Services Supervisor Woodford advised of September programs beginning such as Tai Chi, Basic Horsemanship with fourteen enrolled, Twirlsport Tumbling, Artist Studio with a small group and social distancing, Just4Kicks Soccer; all running with good numbers. She recommended going to other surrounding recreation and park district websites to compare what programs are offered. Our community has been very appreciative of our attempt to run programs with new safety protocols in place during this challenging time. Supervisor Woodford highlighted that in addition to overseeing the new property building completions, Recreation Supervisor Bain has also overseen the Fall Tigersharks Training session, Top Notch Basketball Training, and the start of the Fall Kidz Korner session. Kudos to him for addressing issues as they arose due to recent heat and smoke.

Park Supt. Oropeza advised of coordination of project completions and landscaping at the new property as well as ongoing responsibilities of irrigation and mowing throughout the parks. Improvements have been made to the irrigation scheduling and sprinkler repairs at Palisades Park. Through coordination with Recreation Coordinator Roberts, OVparks Maintenance will meet with a volunteer group for additional planting and spreading new mulch in the Butterfly Garden at Pecan Park on Friday, September 11th. Appreciation to volunteer Ellen Vigna for her assistance with this project.

Recreation Supervisor Bain advised that OVparks facilities and maintenance employees Doug Fuhlrodt and Leo Rodriguez have been instrumental in the completion of work at the new property. These properties will provide increased facility options for new and current programming. Director Stickney suggested OVparks implement a “Chalk It Up” event like what is held annually in Downtown Sacramento. Supervisor Woodford shared that Recreation Coordinator Roberts had provided a chalk event during the early stages of the COVID-19 shutdown to engage the community in a fun and safe activity. This type of event could be offered multiple times a year.

b) Report on Electric Greenway Trail – Trail Naming (verbal):
Admin Foell advised purchase of properties are progressing well. City of Citrus Heights and collaborating agencies are receiving

suggestions for naming the trail. OVparks website has a link to the trail naming requirements with name suggestions submission. The committee will meet after submissions have been received for a few weeks to review submissions.

c) Update on County Health Benefits for 2021 (verbal, handout): Supt. Von Aesch summarized the Sacramento County Benefits Meeting attended last week. The 2021 Calendar Year Sacramento County will continue to offer medical plans through Kaiser, Western Health and Sutter Health with HMO and HMO High Deductible plans. As expected, premium rates increased for all plans. 3.16 to 7.25 percent. This is the second year in a row that Kaiser offered a rate reduction credit which reduced original increase from 10.2 percent down to 7.25 percent. Dental, Vision, and Basic Employee Life Insurance Plans have no change. Open enrollment will be held September 28th through October 30th.

d) Schedule Special Board Meeting – Park Tour, Thursday, September 24, 2020, 5:00 p.m. (verbal): Admin Foell confirmed the Directors availability to attend this meeting as scheduled at the new property. Director Swenson is unable to attend and will tour separately at another time.

e) Schedule Recreation Committee Meeting – Weds., October 7, 2020, 4:00 p.m. (Montes, Swenson) (verbal): Admin Foell confirmed with Directors Montes and Swenson their availability to attend this meeting as scheduled at the District Office.

f) Folsom For Justice Black Lives Mattter Event (verbal): Admin Foell advised of an event planned for Sunday, September 13th at Pecan Park from 12pm to 4pm. This event has not been coordinated through OVparks and a permit has not been issued for this event which is advertised to include food and amplified music. The Fulton El Camino Police Department and the Sacramento County Sheriff Department are aware of the situation. Admin Foell will advise of any further developments.

12. UNFINISHED BUSINESS

None discussed.

13. NEW BUSINESS

a) Presentation and Approval of the Plans, Specifications, and Informal Bid Documents for Orangevale Community Center Park Buildings Painting Project (pg 26-51):

Admin Foell provided summary of plans and specifications, maintaining the current color scheme, to acquire informal bids to present at the October Board of Director Meeting for approval. On a motion by Director Montes seconded by Director Meraz, the Plans, Specifications, and Informal Bid Documents for Orangevale Community Center Park Buildings Painting Project was approved by a vote of 5-0-0 with Directors Stickney, Meraz,

MOTION # 5

Brunberg, Swenson, & Montes voting Aye. There were no Nays or Abstentions.

- b) Discussion regarding Board Committees and Meeting Frequency (pg 52): Admin Foell recommended establishing three formal Recreation Committee meetings annually in preparation of each of the three Activity Guides. In addition, it is recommended the Admin/Finance committee continue to meet two to three times annually, and Maintenance and Operations will continue to meet at least once in the late Spring and one in the early Fall annually. The committees will provide a recap of meetings to the Board of Directors.

MOTION # 6

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

14. DIRECTOR AND STAFF COMMENTS

Admin Foell announced OVparks District has hired Barry Ross as the new District Administrator. Public announcement has been published to the community. Mr. Ross has worked for several years at Mission Oaks Recreation and Park District and has extensive experience. He is anticipated to attend the October Board of Directors Meeting and may attend the Board of Directors parks and new facilities tour scheduled for Thursday, September 24th.

Admin Foell voiced excitement in the progress accomplished at the new facilities and is looking forward to the opportunities they will provide.

Park Supt. Oropeza advised of preparations for the fall season and maintaining operations in anticipation of upcoming cooler weather.

Finance/HR Supt. Von Aesch advised audit is scheduled for end of October this year.

Supervisor Bain advised Tigersharks Training will continue through the end of September.

Supervisor Woodford advised the Fall Activity Guide will be available on the OVparks website next week. She extended appreciation to the office staff and the many employees working behind the scenes for the all the work accomplished to implement the fall programs.

Coordinator Roberts extended appreciation to all the staff for a nice team effort in transitioning from Summer Rec'ing Crew camp to the new OVparks Daycamp. The OVparks staff have been working diligently to implement Fall programming and noted Supervisor Woodford has been doing a great job completing the Fall Activity Guide.

Director Stickney extended appreciation to the staff for all their hard work and noticed parks are looking well maintained.

Director Montes extended appreciation to the staff for all their hard work. The parks and the new buildings are looking great.

Director Swenson appreciated that flyers are being distributed by the San Juan Unified school district to publicize the OVparks Daycamp and other Fall programs offered. Thank you to the maintenance employees for their efforts to keep the parks looking nice for the community to enjoy.

15. ITEMS FOR NEXT AGENDA

None discussed.

**16. ADJOURNMENT
MOTION # 7**

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 7:20 p.m. On a motion by Director Montes, seconded by Director Brunberg, the adjournment was approved by a vote of 5-0-0 with Directors Stickney, Swenson, Brunberg, Meraz, and Montes, voting Aye. There were no Nays or Abstentions.

Mike Stickney, Chairperson