

ORANGEVALE RECREATION & PARK DISTRICT

Minutes of Meeting of Board of Directors January 23, 2020

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on Thursday, January 23, 2020 at the District Office. Director Stickney called the meeting to order at 6:35 p.m.

Directors present: Stickney, Swenson, Meraz, Brunberg,
Directors absent: Montes
Staff present: Greg Foell, District Administrator
Jennifer Von Aesch, Finance/HR Superintendent
Horacio Oropeza, Park Superintendent
Jason Bain, Recreation Supervisor

3. **PLEDGE OF ALLEGIANCE** The Pledge of Allegiance was conducted.
4. **APPROVAL OF AGENDA**
MOTION #1 On a motion by Director Brunberg, seconded by Director Swenson, the agenda was approved by a vote of 4-0-0 with Directors Stickney, Brunberg, Swenson and Meraz, voting Aye. There were no Abstentions or Nays. Director Montes was absent.
5. **PUBLIC DISCUSSION** No one wished to address the Board during public discussion.
6. **MINUTES**
MOTION #2 a) Approval of Minutes of December 12, 2019 (pg 1-6): On a motion by Director Swenson seconded by Director Brunberg, the minutes were approved by a vote of 4-0-0 with Directors Stickney, Meraz, Brunberg, and Swenson voting Aye. There were no Abstentions or Nays. Director Montes was absent.
7. **CORRESPONDENCE**
MOTION #3 a) Confidential Envelope – Attorney Billing November 2019: On a motion by Director Brunberg, seconded by Director Stickney, the attorney billing was approved by a vote of 4-0-0 with Directors Stickney, Swenson, Brunberg, and Meraz, voting Aye. There were no Abstentions or Nays. Director Montes was absent.

8. **CONSENT CALENDAR**
MOTION #4
- a) On a motion by Director Brunberg, seconded by Director Swenson, the consent calendar was approved by a vote of 4-0-0 with Directors Stickney, Swenson, Brunberg, and Meraz voting Aye. There were no Abstentions or Nays. Director Montes was absent.
- 8.1. **CONSENT MATTERS GENERAL FUND**
- a) Ratification of Claims for December 2019 (pg 7-8)
b) Budget Status Report for December 2019 (pg 9-11)
c) Revenue Report for December 2019 (pg 12)
- 8.2. **OLLAD CONSENT MATTERS**
- a) Ratification of Claims for December 2019 (pg13-14)
b) Budget Status Report for December 2019 (pg 15)
- 8.3. **KENNETH GROVE CONSENT MATTERS**
- a) Ratification of Claims for December 2019 (pg 16)
b) Budget Status Report for December 2019 (pg 17)
9. **NON-CONSENT MATTERS GENERAL FUND**
MOTION #5
- a) Ratification of Claims for December 2019 (pg 18):
On a motion by Director Brunberg seconded by Director Swenson, the Ratification of Claims for December 2019 was approved by a vote of 4-0-0 with Directors Stickney, Swenson, Meraz, and Brunberg voting Aye. There were no Abstentions or Nays. Director Montes was absent.
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 –December 2019 (pg 19-23):
Admin Foell shared with the Board that Danny Rodriguez, OVparks Facilities Custodian/Host II, will be out of the office for an extended period due to injuries incurred from an incident which occurred on February 11th involving the theft of his personal vehicle from the Orangevale Community Center parking lot.

Admin Foell reminded all to be careful of dogs off leash at parks citing a recent incident of someone bitten by a dog which had escaped from nearby home. Will request Fulton-El Camino Security to continue to issue tickets for off-leash dog violations.

Best of Orangevale results will be held at the Orangevale Community Center on February 22nd from 6:30p.m.-10p.m.

Parks Supt. Oropeza reported OVparks maintenance staff installed and/or replaced twenty-five bollards throughout the District. Newly acquired tractor was instrumental in completing this project.

b) Report on Electric Greenway Trail – (verbal): Admin Foell advised of a recent meeting with the four Drywood and Escallonia property owners. Subsequent meeting with the property owners will be held in a few weeks. If residents sign the sales agreements, the agreements will come to the Board of Directors for approval.

c) Report on Sundance tree and sidewalk project – (verbal): Admin Foell provided update that a contractor removed the hazardous tree at entrance to Sundance Park for approximately \$5,000. Will require approximately \$2,000 additionally to finish project.

d) Report on Orangevale Community Center Park Master Plan Meetings scheduled for Tuesday, January 28, 2020 at 6:30 p.m. and Saturday, February 8, 2020 at 10:00 a.m. (verbal): Admin Foell reminded the Board regarding the two scheduled Master Plan Meetings for the Orangevale Community Center Park. Peter Larimer from MTW Landscape Architects discussed one of the three draft design boards for the park. The major elements were viewed with the Board in preparation for the upcoming meeting.

12. UNFINISHED BUSINESS

None discussed.

13. NEW BUSINESS

a) Election of Officers for 2020

MOTION #7

1) Director Stickney – Chair: On a motion by Director Brunberg seconded by Director Meraz, the Election of Director Stickney as Chair for 2020 was approved by a vote of 4-0-0 with Directors Stickney, Swenson, Meraz, and Brunberg voting Aye. There were no Abstentions or Nays. Director Montes was absent.

MOTION #8

2) Director Brunberg – Vice Chair: On a motion by Director Brunberg seconded by Director Stickney, the Election of Director Brunberg as VP for 2020 was approved by a vote of 4-0-0 with Directors Stickney, Swenson, Meraz, and Brunberg voting Aye. There were no Abstentions or Nays. Director Montes was absent.

MOTION #9

3) Director Swenson – Secretary: On a motion by Director Brunberg seconded by Director Stickney, the Election of Director

Swenson as Secretary for 2020 was approved by a vote of 4-0-0 with Directors Stickney, Swenson, Meraz, and Brunberg voting Aye. There were no Abstentions or Nays. Director Montes was absent.

b) Approval of District Committee Meeting Assignments for 2020 (pg 24): No motion required. The Directors decided to keep committee assignments the same as previous year while switching the Committee Chairs except for the Trails Committee which will continue to be chaired by Director Brunberg.

c) Discussion regarding naming of the new property (verbal): Admin Foell requests building name suggestions be emailed to him by end of January for consideration within the established naming policy. Recommends naming the new buildings individually under the main title of the Orangevale Community Center. OVparks Staff feedback will also be obtained. Will discuss potential name suggestions at the February Board of Directors Meeting.

MOTION #6

d) Approval of the Orangevale Recreation & Park District Fiscal Audit 2018/19 (pg 25-54): On a motion by Director Brunberg seconded by Director Meraz, the Orangevale Recreation & Park District Fiscal Audit 2018/19 was approved by a vote of 4-0-0 with Directors Stickney, Swenson, Meraz, and Brunberg voting Aye. There were no Abstentions or Nays. Director Montes was absent. Auditor Larry Bain provided summary the audit report stating all went well and emphasized that has been the case for several years. He performed the audit and field work, verifying the financials are complete, and confirmed evaluations and assertions are correct. Based on audit, no material misstatement in financials, which is the highest level you can hope for. Advised that the general fund balance of 1.7 million is very good for a district of this size. Net fund balance is seventy-five percent of one year expenditures.

MOTION #10

e) Approval of the Agreement with the Chamber of Commerce to hold the Orangevale Town Fair (Formerly Pow Wow Days) Event in Orangevale Community Park from May 29-May 31, 2020 (pg 55-68): On a motion by Director Brunberg seconded by Director Meraz, the Agreement with the Chamber of Commerce to hold the Orangevale Town Fair (Formerly Pow Wow Days) Event in Orangevale Community Park from May 29-May 31, 2020 was approved by a vote of 3-0-1 with Directors Stickney, Meraz, and Brunberg voting Aye. Director Swenson Abstained. There were no Nays. Director Montes was absent. Director Stickney voiced concern regarding the current rates charged at special events with consideration to raising costs. Recommended by 2021 revising all large rental agreement fees to be structured for mandatory coverage of expense incurred, if not profit, to

avoid any loss to the District. Admin Foell advised the current rate sheet is in the process of being updated and plans to present a revised fee structure rate sheet at the February Board Meeting.

MOTION #11

f) Approval of the Agreement with the Women Veterans Giving, Inc. to hold a Reggae Music Festival Event in Orangevale Community Park on June 13, 2020 (pg 69-82): On a motion by Director Brunberg seconded by Director Meraz, the Agreement with the Women Veterans Giving, Inc. to hold a Reggae Music Festival Event in Orangevale Community Park on June 13, 2020, with authorization to the District Administrator to execute the agreement, was approved by a vote of 3-0-1 with Directors Stickney, Meraz, and Brunberg voting Aye. Director Swenson Abstained. There were no Nays. Director Montes was absent. District Administrator and OVparks Staff to coordinate with Lisa Montes to ensure organized and successful event.

MOTION #12

g) Approval of the Agreement with the Women Veterans Giving, Inc. to hold the Women Veterans Fun Run Event in Orangevale Community Park on May 16, 2020 (pg 83-96): On a motion by Director Brunberg seconded by Director Meraz, the Agreement with the Women Veterans Giving, Inc. to hold the Women Veterans Fun Run Event in Orangevale Community Park on May 16, 2020, with authorization to the District Administrator to execute the agreement, was approved by a vote of 3-0-1 with Directors Stickney, Meraz, and Brunberg voting Aye. Director Swenson Abstained. There were no Nays. Director Montes was absent.

14. DIRECTOR AND STAFF COMMENTS

Admin Foell provided an update regarding contracts to make repairs at the new property. Contractor has been hired to repair dry rot in eaves and boards under shingles. Madsen Roofing will be repairing the large building roofing. Contractor Cory Von Aesch provided necessary structural boards and siding removal and repairs on an hourly basis. Security for doors and windows, cameras, and fire alarms will be installed. Palm trees on the south side of the main building will be removed. Existing Palm trees at the front of the property will remain in place.

Park Supt. Oropeza advised yearly pruning maintenance within the parks is underway to include removal of dead trees at Pecan Park and Orangevale Community Center Park. Planning to complete mowing, weather permitting. Beavers within the Sundance Park area have been damaging some of the trees and creating potential flood hazards. Will contact Sacramento County to conduct relocation.

Supervisor Bain provided update on ongoing issues with a crack in the gunite in the Orangevale Community Pool. The pool has been

repeatedly patched. At some point the pool will need to be resurfaced.

Finance/HR Supt. Von Aesch advised that the Orangevale Master Plan Community Meeting on Tuesday, January 28th will be held in the Meeting Room at 6:30 p.m. and on Saturday, February 8th at 10 a.m. in the Activity Center.

Director Stickney acknowledged the progress made at the new property. Impressed with the clearing of the property and removal of the storage containers.

Director Meraz shared that Washington Post had an interesting article about Pickle ball, in existence since 1960, growing in popularity. Additionally, West Sacramento City Council and West Sacramento Park and Recreation plan to open a Tree Forest Recreation Climb in late February 2020. The climb starts at 10 foot, climbing to 45 feet. Fee for admission has not been established. Participants must be a minimum height of 51 inches and maximum weight of 250 pounds.

15. ITEMS FOR NEXT AGENDA

a) New Property Name Discussion

16. ADJOURNMENT
MOTION #13

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 7:56 p.m. On a motion by Director Brunberg, seconded by Director Swenson, the adjournment was approved by a vote of 4-0-0 with Directors Stickney, Swenson, Brunberg, and Meraz, voting Aye. There were no Abstentions or Nays. Director Montes was absent.

Mike Stickney, Chairperson