

**ORANGEVALE RECREATION & PARK DISTRICT
BOARD OF DIRECTORS MEETING
THURSDAY, APRIL 8, 2021**

**REGULAR MEETING 6:30 PM
LOCATION: ZOOM (Zoom address at bottom of page 2)
and: 6826 Hazel Ave.
Orangevale, CA 95662**

NOTE: The Board of Directors may take up any Agenda item at any time, regardless of the order listed. Action may be taken on any item on the Agenda.

1. CALL TO ORDER

2. ROLL

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF AGENDA

5. PUBLIC DISCUSSION

Any person may address the board upon any subject within the jurisdiction of the Orangevale Recreation & Park District with each speaker being limited to three minutes. However, the Chairperson can impose reasonable limitations to the maximum time per person and per agenda item to allow the Board to complete its business. Any matter that requires action will be referred to staff or committee for a report and action at a subsequent meeting.

6. MINUTES

- a. Approval of minutes of the Special Meeting on March 3, 2021 (pg 1-2)
- b. Approval of minutes of the Regular Meeting March 11, 2021 (pg 3-13)

7. CORRESPONDENCE

- a. Facebook post from Chris Salcone thanking those responsible for the great job preparing the Shady Oaks Disc Golf Course for the St. Patrick's Tournament (pg 14)
- b. Phone message from District Resident, Andrew Russell, complimenting Park Maintenance staff for the nice gardening/landscaping in Orangevale Community Park (pg 15)

8. CONSENT CALENDAR: Reading/Opportunity to Pull Items for Discussion/Board Action

Consent items are considered routine and are intended to be acted upon in one motion, without discussion. During this portion of the meeting, the Consent Calendar will be read aloud. Prior to approval, the Chairperson will give the Board, staff, and public the opportunity to pull any item for discussion. The remaining Calendar will be acted upon. Any pulled items will then be heard and acted upon individually.

8.1 CONSENT MATTERS GENERAL FUND

No Report

8.2 OLLAD CONSENT MATTERS

No Report

8.3 KENNETH GROVE CONSENT MATTERS

No Report

9. NON-CONSENT MATTERS GENERAL FUND

No Report

10. **STANDING COMMITTEE REPORTS**

- a. Administration & Finance:
- b. Maintenance & Operation
- c. Recreation Committee
- d. Personnel & Policy
- e. Government
- f. Planning Committee
- g. Trails Committee
- h. Ad Hoc

11. **ADMINISTRATOR'S REPORT**

- a. Monthly Activity Report – March 2021 (pg 16-20)

12. **UNFINISHED BUSINESS**

- a. Big Day of Service Projects and Budget Allocation for May 1, 2021 (verbal)
- b. Activity Guide Production (verbal)

13. **NEW BUSINESS**

- a. Approval of Staff to Select a New Recreation Registration Software Provider in the Amount not to Exceed \$19,000 (pg 21).
- b. The Passing of SB-95: Informational (pg 22-25)
- c. Fees for Facility Rentals and Programs for 2021: Informational (pg 26)
- d. Schedule a Special Meeting for the Week of April 19 to Review the Agreement with Common Kettle for the Farmers Market at Orangevale Community Center Park (verbal)

14. **DIRECTOR'S AND STAFF'S COMMENTS**

15. **ITEMS FOR NEXT AGENDA**

- a. Approval of Resolutions of Intention to Levy Assessments for Fiscal Year 2021-22, Preliminarily Approving Engineer's Report, and Providing for Notice of Hearing for the Orangevale Landscaping and Lighting Assessment District (OLLAD) and the Kenneth Grove Landscaping and Lighting Assessment District.

16. **ADJOURNMENT**

*Due to Covid-19 guidance, public may attend the meeting via Zoom at this link and information:
<https://us02web.zoom.us/j/89919654246?pwd=TFJ0dnR5VzlbNGdsZVJha3RYTUFSUT09>

Meeting ID: 899 1965 4246

Passcode: OVparksAPR

NOTICE:

As presiding officer, the Chair has the authority to preserve order at all Board of Directors meetings, to remove or cause the removal of any person from any such meeting for disorderly conduct, or for making personal, impertinent, or slanderous remarks, using profanity, or becoming boisterous, threatening or personally abusive while addressing said Board, and to enforce the rules of the Board.

People with disabilities may request accommodations such as interpreters, alternative formats, or assistance with physical accessibility. Requests for accommodations must be made with 72 hours prior notice. If you require accommodations, please contact the Orangevale Recreation & Park District main office at (916) 988-4373.

Directors can be reached at: director@ovparks.com

ORANGEVALE RECREATION & PARK DISTRICT

Minutes of the Special Meeting of the Board of Directors March 3, 2021

A Special Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on March 3, 2021 at the District Office and virtually on Zoom.

1. **CALL TO ORDER** Director Stickney called the meeting to order at 6:31 p.m.

2. **ROLL** Directors present: Stickney, Meraz, and Montes
Director absent: Swenson and Brunberg
Staff present: Barry Ross, District Administrator

3. **PLEDGE OF ALLEGIANCE** The Pledge of Allegiance was not conducted.

NOTE: Director Brunberg joined the meeting at 6:36 p.m.

4. **APPROVAL OF AGENDA** District Administrator Ross explained that only one of the Closed Session items will be allowed for discussion because he did not include the correct Government Code Sections for all three items. Item #3 (Personnel: Employee Evaluation) could be conducted. Items #1 (Legal Consideration) and #2 (Real Estate Consideration) could not be discussed. A motion was made (Director Montes) to approve the agenda as amended, and seconded (Director Brunberg), and was approved by a vote of 4-0-0 with Directors Stickney, Meraz, Montes, and Brunberg voting Aye. Director Swenson was absent. There were no Nays.

MOTION #1

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

6. **CLOSED SESSION** Closed Session pursuant to Government Code Section 54957
Public Employee Performance Evaluation: District Administrator

7. **RESUME PUBLIC SESSION & ANNOUNCE ACTIONS FROM CLOSED SESSION** Director Stickney resumed public session. Public Employee Performance Evaluation of the District Administrator Ross was conducted. No action was taken. Direction was given to District Administrator Ross to set goals for the annual review period.

8. **NEW BUSINESS.** No new business was discussed

**9. DIRECTOR'S
AND STAFF'S
COMMENTS**

No additional comments were made

**10. ITEMS FOR
NEXT AGENDA**

No items were added for the next agenda

11. ADJOURNMENT

MOTION #2

With no further business to discuss, the special meeting of the Board of Directors was adjourned at 7:20 p.m. On a motion by Director Brunberg, seconded by Director Montes, the adjournment was approved by a vote of 4-0-0 with Directors Stickney, Meraz, Montes, and Brunberg voting Aye. Director Swenson was absent. There were no Nays.

Mike Stickney, Chairperson

ORANGEVALE RECREATION & PARK DISTRICT

Minutes of Meeting of Board of Directors March 11, 2021

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on March 11, 2021 at the District Office and also on Zoom. Director Stickney called the meeting to order at 6:00 p.m.

Directors present: Stickney, Swenson, Meraz, Montes,
Directors absent: Brunberg (Arrived 6:05 p.m.)
Staff present: Barry Ross, District Administrator
Jennifer Von Aesch, Finance/HR Superintendent
Horacio Oropeza, Parks Superintendent
Jason Bain, Recreation Supervisor
Melyssa Woodford, Admin. Services Supervisor
Nadia Khkhokhar Roberts, Recreation Coordinator

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

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

5. **PRESENTATION & DISCUSSION: ARCADE-CRIPPLE CREEK TRAIL** Admin Ross provided protocol to those attending via Zoom, YouTube, and Facebook to participate in the discussion. Admin Ross introduced the City of Citrus Heights Mayor Steve Miller to provide a brief overview of the project. A feasibility study was conducted in 2014. The Arcade Cripple-Creek Trail project is currently in the final design phase. The project is made possible by successfully securing the full funding for design and construction through application and approval of a competitive grant. The City of Citrus Heights is very grateful to be collaborating with Sunrise Recreation and Park District, OVparks, SJUSD, Sacramento County, and SMUD. Mayor Miller introduced City Engineer Leslie Blomquist, and Planning Manager Casey Kempenaar to discuss more detailed information related to the Arcade-Cripple Creek Trail. Casey Kempenaar summarized the trail project. CEQA and Environmental Protection Act requirements must be followed. Mitigation efforts will be pursued to minimize environmental impact throughout the nearly three-mile-long trail. The trail will connect eight parks from two different park districts. Leslie Blomquist advised of a pedestrian activated traffic signal crossing, median, and crosswalk installation planned for improved safety and access to the Sundance Park portion of the trail as people cross Fair Oaks Blvd.

Additional trail lighting will be installed to supplement the existing lighting along the trail. The final design will implement measures to reduce removal of trees by over sixty percent from the initial CEQA impact report. In areas where tree removal is necessary, mitigation will occur. Sacramento County and City of Citrus Heights codes will be followed. The Sacramento Tree Foundation will be utilized for educational and planting collaboration. SMUD will not allow trees to be planted in their easement areas. A new bridge over Arcade Creek is necessary. The existing bridge was installed in 1997 and is currently located in the flood plain and the floodway. Where it currently sits, the bridge can potentially cause blockage during a heavy rainstorm, which could increase flooding to neighboring resident properties. Current requirements mandate elevation and handrail standards be implemented. As a condition to funding, the new bridge will be installed to meet federal, state and local standards which includes ADA and flood prevention compliance, which requires handrails and elevation of approximately four to five feet above the height of the existing bridge. The new bridge will be large enough to accommodate emergency vehicles, provide wildlife pass through areas, and reduce blockage to help prevent flooding to neighboring properties. Information on the Arcade Cripple-Creek Trail project can be found at www.citrusheights.net/940. A link to this site is also available on the www.OVparks.com website.

Director comments/questions:

Director Montes **Q:** Where and what type of lighting will be necessary along the trail? **A:** Plans in place utilize current lighting with additional solar lighting supplementation where necessary.

Q: Are plans in place to protect the nesting birds throughout the trail to minimize impact to the wildlife in the area? **A:** Yes. There are several mitigation measures related to sensitive species. For example, construction will take place after a nesting bird survey has been completed. Plant surveys will also be conducted in the trail area prior to construction. Measures are in place so that removal of designated trees will not directly impact species in the area.

Director Meraz **Q:** Is there is a sufficient setback from the trees to protect the root systems? **A:** Any areas of the trail planned within the drip line of trees will be addressed by an arborist on staff who will advise of necessary measures to protect trees during construction. **Q:** Will this project be addressing any of the overgrowth within the creek, especially between the bridge and Fair Oaks Blvd.? **A:** We are limited to the scope of work directly related to the project. We have no plans to address the overgrowth in the creek.

Director Brunberg **Q:** Will any larger trees need to be removed? **A:** Most of the trees currently slated for removal are smaller in nature. A few larger trees by the bridge may need to be removed. This determination has not been finalized to date.

Director Swenson **Q:** Has a written CEQA and NEPA report been done and is it viewable by the public? **A:** Yes, these were completed in 2019, and are available on the City of Citrus Heights website. **Q:**

Sundance has several smaller trails that intersect and run parallel to the main trail. Will those smaller trails remain, or will they become part of the overall nature area? **A:** The paved trail will follow very closely to the current main trail. Where the new trail varies from the existing trail, the existing trail and other smaller trails within Sundance would remain.

Director Stickney Q: Is there a possibility of reducing the two-foot aggregate shoulder on either side of the path. **A:** Yes, when necessary, the shoulder could be reduced slightly to minimize tree impact. **Q:** Is the pedestrian signal required to be installed at that location or can it be moved further south? **A:** The signal location was chosen due to pedestrian safety based on current traffic flow out of the Tempo Park parking lot. **Q:** Is it possible to move the last SMUD light on the western end of Sundance Trail further to the north to potentially save a tree from being removed? **A:** This an area of the trail where we are looking into either relocating existing lighting or adding supplemental lighting is. **Q:** Will we be using the same foundations for the bridge, and will it need to be wider? **A:** It will be a bit wider. We are leaving the existing abutments in place to minimize the impacts in the creek. We would be pouring new abutments behind the existing ones and then span over the existing to minimize our work within the floodway and the creek to minimize environmental impacts while meeting the required regulations for bridge construction over this creek. **Q:** Should we be concerned about the need to bring in a lot of extra soil to create the ramps leading up to the elevated bridge? Would this potentially cause more flooding to the south end of our park? **A:** This has been considered in our design with the expectation of a net-zero impact, meaning we will be filling in areas with soil that has been removed in other areas of the project. The design of the bridge and ramping will reduce the potential impact of flooding by reducing blockage.

Admin Ross Q: Can trees be planted within Sundance Trail outside of the SMUD easement area. **A:** Yes. We will work with you in identifying areas of Sundance where trees can be planted. For the first three years the City of Citrus Heights will maintain the care of any new trees planted in the Sundance area. Thereafter, OVparks would continue the care as their responsibility.

Public comments/questions:

Peg Pinard, resident living adjacent to the proposed trail project, had comments and questions. **C:** She emphasized that CalTrans has exceptions and varying concessions to alter plans for trail and bridge width and height to protect the environment. **C:** She expressed that the existing bridge will not be an obstruction during a rainstorm because the 90 degree turns in the creek will cause blockage before the bridge does. **C:** She emphasized her belief that the new bridge will bring an element of danger from homeless taking up residence under the bridge. The bridge on Fair Oaks has had several occurrences of this nature and there is great concern of this also occurring under the new bridge in the Sundance Trail. **Response:**

The new bridge will be higher and will have more visibility under the bridge, making it difficult for anyone to hide under it. It will also have rip-rap and a creek with water, making it uncomfortable for homeless to camp under it. Director Montes advised that OVparks will take adequate measures to ensure the safety of the residents using the trail.

Tom DiGiacomo voiced safety concern for the cyclists due to lack of lighting and traffic issues on Highwood and Woodmore Oaks. Leslie Blomquist advised the funding for lighting does not extend to public road areas. However, a rapid-flashing yellow beacon light will be installed at Woodmore Oaks for pedestrian crossing use.

Kim Eaton voiced safety concerns regarding the area of the trail near Olivine and Claypool in Citrus Heights potentially encouraging homeless encampments. Casey Kempenaar advised that the Citrus Heights Police Department and Sacramento County Sheriffs are in favor of opening this area to through foot traffic for trail users and emergency vehicles could access if necessary, for improved response to emergencies. Since this is in the Citrus Heights jurisdiction, the Citrus Heights Police Department has indicated that a single phone number will be implemented for specific trail non-emergency incidences. For 911 emergency calls, the information and location will be provided to the correct governing agency to respond to the emergency. Trail markers will be installed which will assist with providing location of issues needing attention such as homeless, graffiti, safety concerns, etc.

Peg Pinard expressed safety concerns coupled with inadequate police response time to crime reports. She is adamant that the plans, in writing, need to be viewed by residents and concerns considered prior to the finalization. Leslie Blomquist advised that a final recommendation will be provided for the public to consider concerns.

Orangevale resident, Donna O'Bitts asked for verification of width of trail. The Sundance Trail will be paved ten feet wide with approximately two-foot aggregate shoulder on each side throughout most parts of the trail, for a total of fourteen feet wide.

Admin Ross advised that the OVparks Master Plan process has indicated community support for walking and biking trails. These trails provide increased ADA access. Fulton-El Camino Police regularly patrol and address any homeless issues when incidences arise throughout the OVparks properties. Officer Taylor Magaziner with the Fulton-El Camino Police advised that the Sundance Park area is patrolled regularly, and he does not anticipate an increase in safety or homeless issues with the proposed project. Admin Ross and the Board of Directors extended appreciation to the City of Citrus Heights Mayor Miller, Leslie Blomquist, Casey Kempenaar, and all residents who participated in the discussion.

6. **PUBLIC DISCUSSION**

No one wished to address the Board during public discussion.

7a. MINUTES

MOTION #2

a) Approval of Minutes of the Special Meeting on January 22, 2021 (pg 1-2): On a motion by Director Montes, seconded by Director Meraz, the minutes, with a correction of Director Montes' arrival time, were approved by a vote of 5-0-0 with Directors Stickney, Meraz, Brunberg, Swenson, & Montes voting Aye. There were no Nays or Abstentions.

MOTION #3

b) Approval of minutes of the Regular Meeting February 11, 2021 (pg 3-12): On a motion by Director Montes, seconded by Director Meraz, the minutes were approved by a vote of 5-0-0 with Directors Stickney, Meraz, Brunberg, Swenson, & Montes voting Aye. There were no Nays or Abstentions.

7b. CORRESPONDENCE

a) Orangevale View article on the OVparks Junior Leader program and OVparks program marketing for spring programs (pg 13): Admin Ross advised that the article in the Orangevale View seemed to assist with acquiring many Jr. Leader Applications. Recreation Coordinator Roberts is conducting interviews this week.

b) Certificate of Recognition from Assemblyman Kevin Kiley for OVparks receiving the Best Recreation of the Year Award for 2020 from the Orangevale Chamber of Commerce (pg 14): Assemblyman Kevin Kiley presented OVparks with a Certificate of Recognition. OVparks won the Best of Orangevale this year for best recreation category.

c) Email from a resident expressing appreciation to the Parks Maintenance staff for the work they did following the storm on January 26 (pg 15): Admin Ross shared a complimentary email received from resident Ricky Lancaster to thank the Parks Maintenance staff for their efforts after the big January storm.

d) A message regarding a phone call we received from a longtime resident who complimented us on our parks in general, and specifically on our pickleball courts at Pecan Park (pg 16): Office Assistant Kathy Harling received a call from Paulette Wells, Orangevale resident, suggesting adding pickleball courts to the existing tennis courts on Hazel Avenue. Kathy advised that this is already planned for completion this spring and thanked her for her suggestion and her compliments of the OVparks facilities. Admin Ross advised the resurfacing and pickleball addition at that site is estimated to be completed by May 2021. Director Stickney suggested that this project be publicized in the Orangevale View.

MOTION #4

e) Confidential Envelope – Attorney Billing December 15, 2020 – January 11, 2021: On a motion by Director Meraz, seconded by Director Brunberg, 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 Nays or Abstentions.

**8. CONSENT
CALENDAR**

MOTION #5

- a) On a motion by Director Brunberg, seconded by Director Swenson, 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 Nays or Abstentions.

**8.1. CONSENT
MATTERS
GENERAL FUND**

- a) Ratification of Claims for February 2021 (pg 17)
b) Budget Status Report for February 2021 (pg 18-20)
c) Revenue Report for February 2021 (pg 21)

**8.2. OLLAD
CONSENT
MATTERS**

- a) Ratification of Claims for February 2021 (pg 22-23)
b) Budget Status Report for February 2021 (pg 24-25)

**8.3. KENNETH GROVE
CONSENT
MATTERS**

- a) Ratification of Claims for February 2021 (pg 26)
b) Budget Status Report for February 2021 (pg 27)

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

MOTION #6

- a) Ratification of Claims for February 2021 (pg 28):
On a motion by Director Swenson, seconded by Director Stickney, the consent calendar was approved by a vote of 4-0-1 with Directors Stickney, Swenson, Brunberg, and Meraz voting Aye. There were no Nays. Director Montes abstained.

**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 – February 2021 (pg 29-36):
Admin Ross advised of receiving inquiries with interest in negotiating access to new or existing cell phone towers on OVparks properties. American Tower is interested in extending its current lease. Dish Network and Landmark Dividend have also expressed interest in negotiating a cell tower agreement. Dish Network is

interested in utilizing an existing SMUD tower located at Streng Avenue which SMUD has approved. Admin Ross will research extending existing or introducing new cell towers to the District and provide information to discuss at a future BOD meeting.

On Friday, February 12, Admin Ross, Admin Services Supervisor Woodford, Admin Clerk Kelley met with website designer David Dickerson to incorporate changes to achieve a more interactive OVparks website regarding our parks and the Master Plan maps. Admin Foell had initiated the process with David Dickerson and staff is continuing those efforts.

On February 18, Admin Ross, Parks Supt. Oropeza, Finance/HR Supt. Von Aesch, Finance Clerk Myren, and Office Assistant Harling attended the two-and-a-half-hour mandatory Prop 68 Per Capita Workshop covering application procedures and guidelines. In addition to the regular Per Capita grant of \$177,952, OVparks is eligible for approximately twenty thousand dollars in additional per capita funding through the Heavily Urbanized Per Capita allotment. Therefore, OVparks qualifies for almost \$200K in per capita grant funding with a match requirement of approximately \$50,000. The committee is compiling a list of potential projects to present to the Prop 68 grant project manager to confirm eligibility of projects. Once confirmed, the list will be presented to the planning committee to discuss within two months.

Admin Ross has continued meeting with Sacramento County every two weeks to discuss COVID 19 advancements and adjustments, if any, to restrictions in recreation programming. Outdoor adult and youth sports have had some movement. Recently movement has occurred with ability to offer limited indoor programming. Admin Ross will discuss programming with staff and provide further indoor programming possibilities in the next board meeting.

Supervisor Bain and Recreation Coordinator Roberts are compiling a list of suitable summer programming to offer to San Juan Unified School District students. Utilizing COVID funding received, SJUSD would help pay for student enrollment fees in weeklong programs during the summer. Admin Ross, Supervisor Bain, and Recreation Coordinator Roberts will meet with SJUSD Superintendent Kent Kern along with other area Recreation and Park Districts on Friday, March 19 to discuss further. Admin Ross invited anyone with new programming ideas to submit them for consideration.

Admin Ross, Supervisor Bain, and Recreation Coordinator Roberts met with staff from the Orangevale Public Library on March 3. While the Orangevale Library undergoes renovation and expansion, their Bookmobile will be visiting Orangevale Community Center Park each Friday from 2-4pm beginning tomorrow, March 12, 2021.

This will be marketed on the Orangevale Community Center marquee sign.

In meeting with the Sacramento County last week, County Waste Management advised they have noticed an increase of illegal dumping throughout the County. Residents can call 311 to remove illegal dump items. OVparks can also utilize 311 to respond to illegal dumping within the park areas.

This month's FEC Police Report reflects reduction in incidences.

Supt. Von Aesch mentioned anticipating further improvement to revenue heading into summer season.

Supervisor Woodford advised March has been a busy enrollment period in programming with many programs filling and some with wait lists.

Park Supt. Oropeza advised the parks are very busy with resident use. The fence at Norma Hamlin Park has been repaired. Youth center planter area has been replanted. A fallen tree has been cleared from the Sundance Park near the creek area. Preparations are being completed for the upcoming Disc Golf Tournament to be held this weekend.

Recreation Supervisor Jason Bain advised the downfall in revenue is due to lack of facility rental capability under the current COVID restrictions. Current recreation program revenue is doing well. Cautiously optimistic for summer programming to provide increased revenue. TigerSharks will begin practice in May. If gatherings are still restricted under State guidelines at that point, virtual swim meets may occur. All new buildings have been signed off by the Fire Department. Facilities Host Danny Rodriguez has completed painting the Meeting Room at the Community Center from pink to tan in color.

Recreation Coordinator Roberts advised OVparks Adventure Crew is running well and OVparks has received eighteen applications for the Jr. Leader Program. In addition, applications are being accepted for Sr. Recreation Leader, Recreation Leader, Swim Instructor, and Lifeguard positions to prepare for summer programming. Approval has been received from the Sacramento County Health Department to move forward with the Rummage Sale and the Spring Craft Fair with health restrictions in place.

12. UNFINISHED BUSINESS

None discussed.

13. NEW BUSINESS

- a) Approval of Resolution 21-03-662, Resolution Approving Application for Per Capita Grant Funds (pg 37-38).

MOTION #7

Admin Ross advised this Resolution is required as the next step in the approval process of the Per Capita Grant Fund.

On a motion by Director Meraz, seconded by Director Swenson, the Resolution 21-03-662, Resolution Approving Application for Per Capita Grant Funds was approved by a vote of 5-0-0 with Directors Stickney, Meraz, Brunberg, Swenson, & Montes voting Aye. There were no Nays or Abstentions.

MOTION #8

- b) Approval of Resolution 21-03-663, Resolution Authorizing the Disposal of Surplus Property (pg 39): Admin Ross advised of plan to dispose of a non-operational Kubota front mower which was utilized for parts and is considered scrap metal to be disposed of. On a motion by Director Brunberg, seconded by Director Stickney, the Resolution 21-03-663, Resolution Authorizing the Disposal of Surplus Property, was approved by a vote of 5-0-0 with Directors Stickney, Meraz, Brunberg, Swenson, & Montes voting Aye. There were no Nays or Abstentions.

MOTION #9

- c) Approve concept of hosting the Common Kettle Farmers Market at Orangevale Community Center Park on Thursday evenings, and allow the District Administrator to discuss agreement conditions with Common Kettle with the intention of having an agreement ready for review in April (verbal): Admin Ross requests approval to discuss a potential agreement with Marga Brunner of Common Kettle Farmers Market to host the Farmers Market at the Orangevale Community Center Park at the north end of the main parking lot. Dairy Queen, the current location of the farmers market, supports this concept since they have limited space available at their location. Hosting the farmers market at the Orangevale Community Center Park would allow an increase to a maximum of fifty vendors to participate and provide a family friendly environment to stay, eat, and picnic in the park. On a motion by Director Montes, seconded by Director Stickney, the concept of hosting the Common Kettle Farmers Market at Orangevale Community Center Park on Thursday evenings, and allow the District Administrator to discuss agreement conditions with Common Kettle with the intention of having an agreement ready for review in April, was approved by a vote of 4-0-1 with Directors Stickney, Meraz, Brunberg, & Montes voting Aye. There were no Nays. Director Swenson abstained.
- d) Approval of Big Day of Service Projects and Budget Allocation for May 1, 2021 (verbal): Admin Ross shared that Supt. Oropeza has been working with the Big Day of Service staff and coordinating the volunteers. Representative from Sherwin Williams will provide paint pricing to paint the fencing on Oak and Filbert, the horse arena fencing, and the wall on the east side of the soccer field at Orangevale Community Center Park. The paint color selected is a reddish-brown to match the fencing color

at the park. In addition, fence boards and posts will be replaced as needed. Supplies will cost approximately \$2500-\$3000. Admin Ross will provide a more accurate cost estimate at the April Board of Directors Meeting.

e) Schedule a Policy Committee meeting (verbal)

Admin Ross advised of requests from the community for placing memorial trees, benches, or plaques within OVparks. Supt. Oropeza and Admin Ross are contacting other agencies to determine their policies, if any, in place. He would like to create a proposal for a policy on this subject. A Policy Committee meeting is scheduled for Friday, April 9, 2021 to be attended by Director Montes and Director Meraz.

14. DIRECTOR AND STAFF COMMENTS

Admin Ross advised tonight's presentation on the Sundance Park Trail will be posted on the City of Citrus Heights website which OVparks website has a link to. He extended appreciation to Supt. Oropeza and his maintenance staff for great job installing a new drinking fountain at the Orangevale Community Park by the tennis courts. Compliments to Danny Rodriguez for great work repainting the meeting room. Extended kudos to Recreation Coordinator Roberts for coordinating COVID testing for staff and board members, which was conducted yesterday.

Finance/HR Supt. Von Aesch reminded everyone to complete their Form 700.

Director Brunberg extended kudos to Recreation Coordinator Roberts and the OVparks staff for the great marketing and facilitation of programming available.

Director Meraz noticed the disc golf players at Shady Oaks Golf course were not fazed by recent rain and continue playing despite inclement weather.

Director Stickney thanked Admin Ross for joining him on a recent tour of Sundance Park Trail to discuss the plans and concerns associated with the Arcade-Cripple Creek Trail project.

Director Montes thanked all that attended tonight's meeting, presenters for the Sundance Park Trail project from the City of Citrus Heights, and the OVparks staff for their continued hard work.

Director Swenson appreciated the efforts of the OVparks staff.

15. ITEMS FOR NEXT AGENDA

a) Approval of Big Day of Service Projects and Budget Allocation for May 1, 2021

16. ADJOURNMENT

MOTION #10

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 8:10 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



Chris Salcone



8:58 PM

Just wanted to thank you for the great job prepping Shady Oaks Park for the disc golf tournaments these back to back weekends. It did not go unnoticed. We are so blessed to have this iconic and attractive course in our region. It is well known far and wide as a must play course if ever in the Sacramento area.
Thank you!



Aa



Phone call from Orangevale resident, Andy Russell on March 19, 2021:

I've lived in Orangevale for about 15 years. I just wanted to say "well done" to whoever is doing the gardening at Orangevale Community Park. I live near Casa High School, and we walk there a lot with our dogs. It looks absolutely beautiful at this time. Thank you very much to whoever does that hard work. Much appreciated.

STAFF REPORT



DATE: 4-8-21

TO: Board of Directors

FROM: Barry Ross, District Administrator

SUBJECT: **MONTHLY ACTIVITY REPORT – MARCH 2021**

ADMINISTRATION

- On March 12, Administrator Ross attended the monthly Orangevale Community Council meeting to network and share updates with leaders in the community.
- On March 12, Administrator Ross met briefly with Supervisor Sue Frost and her Chief of Staff, Matt Hedges. They were conducting a community meeting at Orangevale Community Park.
- On March 12, Administrator Ross visited the St. Patrick's Tournament at Shady Oaks Disc Golf Course. The tournament was well organized, the course was in nice condition, and the participants appeared to be enjoying the competition while demonstrating excellent disc golf skills.
- On March 15, Administrator Ross participated in tour of three farms in Orangevale: Common Kettle, Orangevale Fruit Company, and Heirloom. The tour was led by Marga Brunner and Brad Squires. Marga manages the Orangevale Farmers Market, and this tour helpful to learn more about the farms that contribute to the market that is scheduled to begin at Orangevale Community Park in May. The tour was very impressive, and it helped gain a better perspective of the value of working farms in our community.
- On March 18, Administrator Ross participated in a meeting with the Sacramento County Regional Parks Director, Liz Bellas, and staff from other Districts. We discussed Covid-19 impacts on our industry along with programming changes now that we have entered the Red Tier.
- On March 19, Administrator Ross, Supervisor Bain, and Coordinator Roberts participated in a meeting with San Juan Unified School District administrative staff along with other park and recreation district staff, and the Aerospace Museum. The purpose of the meeting was to learn more about SJUSD's program to help fund students wishing to participate in various summer programs. SJUSD is planning on hosting programs on school campuses as well as sending students to existing programs within the communities they serve. We are informing SJUSD of programs available at OVparks.
- On March 23, Admin Ross had a phone meeting with Jon Isom, Financial Advisor with a specialty in helping districts with general obligation bonds. The purpose of the meeting was for Mr. Isom to share with Admin Ross what steps have been taken, and what data has been collected so far with OVparks efforts in preparing for a GO bond campaign.
- On March 25, Recreation Coordinator Roberts was the guest speaker for a Parks & Recreation class from American River College.
- On March 26, Admin Ross attended a meeting with CSDA representative, Matt Duarte, and several District Administrators within Sacramento County. The purpose of the meeting was to discuss plans to make a presentation to the County Board of Supervisors on April 6 to request Covid-19 relief funds to offset our expenses and lost revenue related to the pandemic.
- On March 26, Admin Ross attended a meeting with City of Citrus Heights staff and staff with the Sierra Club to provide updated information to the Sierra Club to address concerns about environmental impacts related to the Arcade-Cripple Creek Trail within Sundance Nature Area.
- Superintendent Oropeza and Recreation Coordinator Roberts attended the annual CPRS Conference during the week of March 22-26. The conference was held virtually this year.

RECREATION

March	Enrollment	Attendance	Gross Revenue
Aquatics			
Complete Lifeguard Training	6		\$ 1,077.00
Full Moon & Sunset Paddles	2		\$ 128.00
Aquatics Total	8		\$ 1,205.00
Classes			
Aikido - Teen/Adult	8		\$ 360.00
Aikido - Youth	3		\$ 82.00
Artist Studio	11		\$ 617.00
Basic Horsemanship	14		\$ 2,295.00
Beach Volleyball Clinic	12		\$ 1,122.00
Beginning Golf Clinic	10		\$ 882.00
Beginning Tennis	12		\$ 1,065.00
Gymnastics - KinderGym	3		\$ 315.00
Gymnastics - Tot	2		\$ 238.00
Intermediate Tennis	13		\$ 1,146.00
Internet Drivers Education	2		\$ 62.00
Karate - Preschool	1		\$ 102.00
Karate - Sa Shotokan	4		\$ 411.00
Kids Day Out	5		\$ 261.00
Kids Night - Out Magic or Luck?	11		\$ 287.00
Park Pales	7		\$ 122.00
Snackivities & More	7		\$ 160.00
Top Notch Spring Break Camp	10		\$ 1,388.00
Track & Field Clinic	17		\$ 1,500.00
Classes Sub Total	152	0	\$ 12,415.00
Day Camps			
OVparks Adventure Crew Mar. A	7		\$ 690.00
OVparks Adventure Crew Mar. B	8		\$ 910.00
OVparks Adventure Crew Mar. C	8		\$ 780.00
OVparks Adventure Crew Mar. D	5		\$ 490.00
OVparks Adventure Crew Mar. E	2		\$ 195.00
Day Camps Sub Total	30	0	\$ 3,065.00
GRAND TOTAL	190	0	\$ 16,685.00

March Gross Revenue Recap – March OTC (over-the-counter) revenue for combined recreation and facility rentals ended at \$17,887, which is \$18,613 under the projected amount. March recreation revenue came in at \$16,716, which is \$13,284 under the projected amount while facility revenue in came in at \$1,172, which is \$5,329 under the projected amount. *Please note the revenue referenced here includes prepayments for future programs while the revenue figures listed in the chart above represent revenue attributed to programs occurring in March. All revenue for March incomplete and was taken as of March 23.*

March Highlights:

- Outdoor sport classes are still going strong. Beach Volleyball had 11 participants, Track and Field Clinic had 17 participants.
- The pool is up and running with Lifeguard Training taking place during spring break.

PARKS

Park Infrastructure

All Parks

- Staff continues ongoing maintenance at all parks (restrooms, trash, mowing, etc.).
- Staff continues to conduct monthly playground inspections and repairs on site if necessary.
- Staff continues to conduct pool maintenance.
- Staff spot-spraying for weed control in several parks.
- Staff cleaned and groomed the baseball fields at Orangevale Community Center Park and youth center right after the rains.
- Volunteers helped with the cleanup of the baseball fields at Coleman Park.

Mechanics

- Staff continues to conduct mower maintenance and small engine maintenance repairs.
- Staff installed newly rebuilt hydraulic rams and replaced two fuel lines on the Ford Tractor.

Park Irrigation

- All irrigation systems are off as of 3/25/21.
- Staff replaced the shut off valve from the Oak and Filbert backflow.

Park Grounds

All Parks

- Staff continues blowing and mulching leaves in all parks as needed.
- Staff pruned all rosebushes and fertilized all shrubs at Orangevale Community Center.
- Staff replaced 100 feet of cable and replaced 2 bollards from Sundance Park. The cable and bollards are used to prevent vehicles from coming into the park.
- Staff installed 6 new bollards at Streng Park. Vandals broke the cable and broke several bollards to get into the park to use it for off road driving.

Other Reports

- Staff met with Tom Carden and other Big Day of Service volunteers to discuss the upcoming projects for big day of service.
- Staff worked with volunteers and cleaned the Youth Center building flower beds. They also planted 17 shrubs around the building.
- Staff worked with volunteers in the tree planting of nine native trees in Orangevale Community Park and Pecan Park.
- Staff worked with volunteers from Almondale Academy school at Almond Park. They cleaned the park and enjoyed a few hours playing.

Fencing installed within the Hazel Ave. Tennis & Pickleball Courts



St. Patrick's Disc Golf Tournament at Shady Oaks



Supervisor Sue Frost holds a Community Meeting at Orangevale Community Park



Fulton-El Camino Park District Police Department
Monthly activity report for: Orangevale Recreation and Park District
Reporting Period: 2021-03-01 to 2021-03-23

Almond Park

Notice To Appear Issued

1) Date/Time: 2021-03-18 16:55

Violation 1: 9.36.057.5 SCO Alcohol in Park, Severity: Inf

Violation 2: 4000(a) CVC No current registration, Severity: Inf

Parking Citations Issued

1) Date/Time: 2021-03-01 16:51

V1: 4000(a) CVC No current registration

Norma Hamlin Park

No issues to report

Off Property

Notice To Appear Issued

1) Date/Time: 2021-03-09 12:27

Violation 1: 12500(a) CVC Unlicensed Driver, Severity: Mis

Violation 2: 21453(a) CVC Red Light Violation, Severity: Inf

OV Community Center

No issues to report

OV Community Park

No issues to report

OV Community Park (Disc Golf)

Notice To Appear Issued

1) Date/Time: 2021-03-18 17:40

Violation 1: 9.36.061(a)(4) SCO Animal leash, Severity: Inf

Parking Citations Issued

1) Date/Time: 2021-03-18 17:20

V1: 4000(a) CVC No current registration

Palisades Park

No issues to report

Pecan Park

No issues to report

Sundance Nature Area

No issues to report

Youth Center Park

No issues to report

STAFF REPORT



DATE: 4-8-21

TO: Board of Directors

FROM: Barry Ross, District Administrator

**SUBJECT: APPROVAL OF STAFF TO SELECT A NEW RECREATION
REGISTRATION SOFTWARE PROVIDER IN THE AMOUNT NOT TO
EXCEED \$19,000**

RECOMMENDATION

Approve to give staff the authority to select a new recreation registration software provider in the amount not to exceed \$19,000 (\$9,000 initial cost plus \$9,990 annual cost).

BACKGROUND

The District's current recreation registration software provider's technology will become obsolete in October 2021. Staff has researched other providers, have met with several of them, and are running various comparisons to determine cost feasibility, ease-of-use for our customers, functionality for staff, security, technological advancements, among other factors. Our current provider, Max Galaxy, had an initial cost of \$5,700 with \$3,500 for set up and training. Our current yearly cost is \$9,990. Though software costs usually increase over time, our intention is to select a software at a cost that is comparable to, or less than what we have been paying, while also being better suited for the needs of our customers and staff. Because we need to factor in the time required to train staff and then transition to the new software, staff is asking for this approval so we can select and begin the training process soon.

RECOMMENDED MOTION

Approve to give staff the authority to select a new recreation registration software provider in the amount not to exceed \$19,000 and authorize the District Administrator to execute the agreement.

STAFF REPORT



DATE: 4-8-21

TO: Board of Directors

FROM: Barry Ross, District Administrator

SUBJECT: **THE PASSING OF SB-95: INFORMATIONAL**

BACKGROUND

On March 19, 2021, the State of California passed SB-95 into law, and it will be in effect from March 30 – September 30, 2021. This law is similar to the Family First Coronavirus Relief Act (FFCRA) that the OVparks Board of Directors recently extended for staff, via policy, from January 1 – March 31, 2021. This new law will continue and expand upon Covid-19 related time off for employees. There are three pages of information included.

This is for informational purposes and does not need a motion or action.

SB-95 – COVID-19 Supplemental Paid Sick Leave

What was this new law enacted?

SB 95 was passed by the assembly on March 15, 2021 and the Senate on March 18, 2021. Governor Newsom's signed it into law on March 19, 2021.

When will the bill become effective?

March 30, 2021.

When does the law expire?

September 30, 2021

What does the new law do?

1. It extends and expands the requirement to provide supplemental paid sick leave to employees impacted by COVID-19.
2. It basically establishes a new "bank" of 80 hours of COVID-19 related sick leave for covered employees for 2021, even if they were previously provided such leave in 2020

To which employers does SB 95 apply?

1. This time the paid sick leave law applies to all employers with more than 25 employees
 - a. The prior law (AB 1867) did not apply to smaller employers
2. Employers with 500 or more employees who were already provided supplemental paid sick leave in 2020 must now provide an additional "bank" of leave for covered employees in 2021

What are the four most important things to know about this bill?

1. It greatly expands the list of qualified employees (including adding sections about time off for getting the COVID-19 vaccine and recovering from side effects as a result of the vaccine as well as added employees who telework)
2. It expands the number of employers who fall under the requirements of the paid sick leave requirements
3. It requires employers to pick the rate of pay calculation that gives them the highest rate of pay
4. It provides for a TOTAL of 80 additional hours of sick pay, on top of whatever they may have taken in 2020
 - a. However, it is a maximum of 80 hours, so if an employee receives sick pay from another source, i.e. a specific city or county sick leave Act, then it's still a total of 80 hours, not 160 hours
5. It applies retroactively to sick leave taken from January 1, 2021 until the date the law becomes effective

Must an employee be working at the workplace to receive paid sick leave under this law?

1. No, and this is another area where it differs from the previous supplemental paid sick leave.
2. Under the prior law, supplemental paid sick leave was required only for employees who left the home to perform their work.

3. SB 95, however, applies to employees who are “unable to work or telework” due to one of the qualifying reasons.

What are the qualifying reasons?

1. The employee is subject to a quarantine or isolation period related to COVID-19 as defined by an order or guidelines of the CA State Dept of Public Health, the CDC or a local health officer who has jurisdiction over the workplace, OR
 - a. If more than one order applies, the employee shall be permitted to use the supplemental paid sick leave for the minimum quarantine or isolation period under the order or guidelines that provides for the longest such minimum period
2. The employee has been advised by a health care provider to self quarantine due to any concerns relating to COVID-19 (note: the language is very broad and says “any” concerns)
3. The employee is attending an appointment to receive the COVID-19 vaccine (Note: this is new)
4. The employee is experiencing symptoms or side effects relating to getting the vaccine that prevent the employee from being able to work or telework (note: this is new)
5. The employee is experiencing symptoms of COVID-19 and/or is waiting for test results or a medical diagnosis (note: this is broader than the previous supplemental paid sick leave policy)
6. The employee is caring for a family member who is ill with COVID-19 or who is subject to a quarantine or isolation order or has been advised to self quarantine
7. The employee is caring for a child whose school or place of childcare is closed or otherwise unavailable for reasons relating to COVID-19

How much leave is required?

1. An employee who is classified as “full time” by the employer is entitled to 80 hours under this supplemental paid sick leave law.
2. An employee who worked or was scheduled to work, on average, at least 40 hours per week in the two weeks before they received supplemental sick leave is entitled to 80 hours of leave.
3. Part time employees are eligible for variable leave amounts based upon hours worked
4. An employee who has a normal weekly schedule is entitled to paid leave hours equaling the total number of hours they are scheduled to work over the two weeks
5. An employee who works a variable number of hours is eligible for leave time equal to 14 times the average number of hours the individual worked each day in the six months before the date of the leave.

How should an employer calculate the hourly rate?

1. The rate of pay for the SB 95 supplemental sick leave differs from the method that was provided under AB 1867
2. For non exempt employees, the paid sick leave shall be paid at the **highest** of the following rates:
 - a. The rate calculated in the same manner as the regular rate of pay for the work week in which the covered employee uses sick leave, whether or not the employee actually worked overtime during that work week;

- b. The rate calculated by dividing the employee's total wages (not including overtime) by the employee's total hours worked in the full pay period of the prior 90 days of employment;
- c. The state minimum wage; OR
- d. The local minimum wage

How does this new supplemental paid sick leave law interact with other paid leave laws?

- 1. Employers who already provide COVID-19 specific supplemental paid sick leave for leave taken after January 1, 2021, that is available for the same reasons and is paid at the same rate may count those hours toward the supplemental sick leave obligation under SB 95.
 - a. For example, leave provided under local ordinances for reasons overlapping with SB 95 may run concurrently.
 - b. The total amount of leave to which any employee is entitled is 80 hours; the employee would not get 160 hours by combining the policies
- 2. However, an employer may not require that an employee use other paid or unpaid leave before the employee uses COVID-19 supplemental paid sick leave OR in lieu of COVID-19 supplemental sick leave
 - a. Therefore, the supplemental sick leave provided is in addition to any paid sick leave that would otherwise be available to the employee.

What type of notice must be provided by the employer?

- 1. Employers are required to provide notice of employees' rights to supplemental paid sick leave
- 2. The bill directs the Labor Commissioner to prepare a model notice template within seven days of the date the bill is signed
- 3. Employers may provide electronic notice for employees who are teleworking

How does the retroactivity of this bill work?

- 1. If an employee previously took leave on or after January 1, 2021 that would have qualified for paid sick leave under this bill and the employer did not provide such paid leave, then upon the oral or written request of the employee, the employer must provide the covered employee with a retroactive payment that provides for such compensation.
 - a. The employee must make a request – but it can be oral or written
- 2. For retroactive payments, the number of hours of leave corresponding to the amount of the retroactive payment shall count toward the 80 hours of pay the employer is required to provide.
- 3. The retroactive payment must be paid on or before the payday for the next full pay period after the oral or written request of the employee and must be reflected on the corresponding wage statement.

STAFF REPORT



DATE: 4-8-21

TO: Board of Directors

FROM: Barry Ross, District Administrator

SUBJECT: **2021 RENTAL FEES FOR FACILITIES: INFORMATIONAL**

BACKGROUND

In February of 2020, OVparks approved the facility rental fees for that year. Those set fees were only applied to a few rentals before the pandemic hit in, forcing us to cancel facility rentals in March of 2020 and for the remainder of the year. OVparks will continue to use our 2020 fee schedule for facility rentals in 2021. Most other recreation and park agencies are keeping their 2020 rental fees in place. Staff believes this will help those who are financially impacted by the Coronavirus and will help us attract more rentals while retaining our recurring rentals. Our 2021 rental fees schedule is posted on our website.