

**ORANGEVALE RECREATION & PARK DISTRICT  
BOARD OF DIRECTORS MEETING  
THURSDAY, SEPTEMBER 9, 2021**

**REGULAR MEETING 6:30 PM  
LOCATION: ZOOM (Zoom address is on page 3)  
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 the minutes of the Regular Meeting of June 10, 2021 (pg 1-10)
- b. Approval of minutes of the Regular Meeting August 19, 2021 (pg 11-21)

7. **CORRESPONDENCE**

- a. A letter from CAPRI notifying us that OVparks was a recipient of the Ted Winslow Safety award for 2021. (pg 22)
- b. A letter from a parent of a child participant in our Top Notch Basketball Camp which compliments the coach and the program. She also thanks OVparks for providing programming for the \$200 vouchers awarded by SJUSD. (pg 23)
- c. A nice note of thanks from the staff of National Academy of Athletics. (pg. 24-25)
- d. An email from Dennis Sarkisian, President of Orangevale Rotary Club, notifying us that we received a grant worth \$5,400 towards outdoor fitness equipment. (pg 26)
- e. The official award of grant notification from CPRS and Greenfields to OVparks in the amount of \$4,175 four outdoor fitness equipment. (pg 27)

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**

- a. Ratification of Claims for August 2021 (pg 28-29)
- b. Budget Status Report for August 2021 (pg 30-32)
- c. Revenue Report for August 2021 (pg 33)

**8.2 OLLAD CONSENT MATTERS**

- a. Ratification of Claims for August 2021 (pg 34-35)
- b. Budget Status Report for August 2021 (pg 36-37)

**8.3 KENNETH GROVE CONSENT MATTERS**

- a. Ratification of Claims for August 2021 (pg 38)
- b. Budget Status Report for August 2021 (pg 39)

**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 – August 2021 (pg 40-46)

**12. UNFINISHED BUSINESS**

**13. NEW BUSINESS**

- a. Information Item: Introduction of, and discussion with Sean LaTour of Project Lifelong regarding a mobile skateboard program for Orangevale youth (pg 47)
- b. Funding options for the District to help reach our goals set in the Parks Master Plan of 2020 (pg 48)
- c. Approve of Recreational Multi-Use Trail Easements to allow the City of Citrus Heights to enter and construct the Arcade Cripple Creek Trail on identified and specified District property (pg 49)
- d. Schedule the annual performance evaluation for the District Administrator (verbal)
- e. Updates on the repairs of the swimming pool (verbal)
- f. Informational Item: Letter mailed to the State of California Department of Transportation by the District on behalf of a resident and neighbors near Sundance Nature Area (pg 50)
- g. Approve of District staff to research the feasibility of providing vehicle charging stations in District parking lots (pg 51)
- h. Discuss the current status and future direction of COVID-19 vaccinations among staff (verbal)

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

**15. ITEMS FOR NEXT AGENDA**

**16. ADJOURNMENT**

**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.

\*Due to Covid-19 guidance, public may attend the meeting via Zoom at this link and information:

<https://us02web.zoom.us/j/89976815006?pwd=MmVVbjZYNHBHcmoyUGlBeGVxdjk5dz09>

**Meeting ID: 899 7861 5006**

**Passcode: OVparks**

Directors can be reached at: [director@ovparks.com](mailto:director@ovparks.com)

Manie Meraz

Mike Stickney

Sharon Brunberg

Lisa Montes

Erica Swenson

# ORANGEVALE RECREATION & PARK DISTRICT

## Minutes of Meeting of Board of Directors June 10, 2021

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on June 10, 2021 at the District Office. Director Stickney called the meeting to order at 6:32 p.m.

Directors present: Stickney, Meraz, Montes,  
Directors absent: Brunberg, Swenson  
Staff present: Barry Ross, District Administrator  
Jennifer Von Aesch, Finance/HR Superintendent  
Horacio Oropeza, Park Superintendent  
Jason Bain, Recreation Supervisor  
Melyssa Woodford, Admin. Services Supervisor  
Nadia Khokhhar Roberts, Recreation Coordinator

3. **PLEDGE OF ALLEGIANCE** The Pledge of Allegiance was conducted.
  
4. **APPROVAL OF AGENDA**  
**MOTION #1** On a motion by Director Montes, seconded by Director Meraz, the agenda was approved by a vote of 3-0-0 with Directors Stickney, Meraz, and Montes voting Aye. There were no Nays or Abstentions. Directors Swenson and Brunberg were absent.
  
5. **PUBLIC DISCUSSION** No one wished to address the Board during public discussion.
  
6. **MINUTES**  
**MOTION #2**
  - a) Approval of Minutes of May 13, 2021 (pg 1-11): On a motion by Director Montes seconded by Director Stickney, the minutes were approved by a vote of 3-0-0 with Directors Stickney, Meraz, & Montes voting Aye. There were no Nays or Abstentions. Directors Swenson and Brunberg were absent.
  
7. **CORRESPONDENCE**
  - a) Ad in the Orangevale View promoting summer programs (pg 12): Admin Ross commented that the ad in the Orangevale View covering many summer programs seems to be effective. The recreation programming enrollment is doing quite well.
  
  - b) Email from Judy Pisciotta of AARP thanking staff for the support in allowing AARP to help seniors with their taxes during this challenging time of Covid-19 (pg 13): Admin Ross shared an email received from Judy Pisciotta of AARP extending appreciation to the OVparks staff. Melyssa Woodford, Christina Kelley, and Kathy Harling were instrumental in coordinating the

scheduling of the AARP tax appointments which were conducted with Covid guidelines in place.

**8. CONSENT  
CALENDAR**

**MOTION #3**

- a) On a motion by Director Montes, seconded by Director Meraz, the consent calendar was approved by a vote of 3-0-0 with Directors Stickney, Meraz and Montes, voting Aye. There were no Nays or Abstentions. Directors Swenson and Brunberg were absent.

**8.1. CONSENT  
MATTERS  
GENERAL FUND**

- a) Ratification of Claims for May 2021 (pg 14)  
b) Budget Status Report for February 2021 (pg 15-17)  
c) Revenue Report for February 2021 (pg 18)

**8.2. OLLAD  
CONSENT  
MATTERS**

- a) Ratification of Claims for February 2021 (pg 19-20)  
b) Budget Status Report for February 2021 (pg 21-22)

**8.3. KENNETH GROVE  
CONSENT  
MATTERS**

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

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

- a) Ratification of Claims for May 2021 (pg 25):  
This item has been tabled for the July Board of Directors Meeting.

**10. STANDING  
COMMITTEE  
REPORTS**

- a) Administration and Finance: No report.
- b) Maintenance and Operation: Recap of the June 8, 2021 meeting (verbal): The meeting was attended by Directors Stickney and Swenson, Admin Ross, Park Supt. Oropeza and Recreation Supervisor Bain. Admin Ross advised of topics discussed. Landscaping crew will begin planning for necessary tree removal and replacement at the Community Center Park, near the pool and baseball field, due to root systems impacting concrete or encroaching in other areas. Approximately ten to twenty trees will need to be removed. Admin Ross and Supt. Oropeza will present a plan for tree removal and replacement for approval at the August or September Board of Directors Meeting. Concrete work has been completed at the Orangevale Community Center with concrete work beginning as soon as July at the Orangevale Community Park. Director Stickney mentioned need to allocate funding to next year's budget to continue concrete repairs. Water conservation was discussed with emphasis of cognizance to areas where reductions could be made. Director Stickney suggested reduction of turf areas and converting the overflow parking for the Shady Oaks Disc Golf to road base gravel. Discussed importance of regularly auditing the irrigation system to detect leaks as well as

timely response to community tips of irrigation issues to reduce water waste. Admin Ross advised SMUD recently removed approximately two hundred and fifteen trees necessary for fire prevention measures at the Sundance Natural Trail area. SMUD had taken into consideration input received from Admin Ross and Supt. Oropeza emphasizing need to save as many trees as possible. A request has been made to SMUD and the Sacramento Tree Foundation to provide a list of potential trees and shrubs which would be appropriate for planting within the Sundance and Streng areas. The committee is in agreement that the swimming pool repairs are a top priority for the District. A quote has been acquired for a new shell by Renosys to be placed within the pool. Additional quotes will be obtained for repairing the joint where leak is occurring, and for replastering the pool. The goal is to have a bid packet put together this summer, a contractor selected and ready to begin this fall and have the pool ready to open by March 2022. Director Stickney emphasized the top priority is to repair where the leak is occurring. OLLAD funding is available for this repair, with in-lieu fees and reserves if necessary. Roof repair quotes will be obtained to determine required work to include in the budget for fiscal year 2022-23. Replacement bollards with boulders will be conducted with the Board of Directors approval. Supt. Oropeza advised that ADA compliant portable restrooms will be delivered today or tomorrow at the Almond Park and Orangevale Community Park.

- c) Recreation Committee: No report.
- d) Personnel & Policy: No report.
- e) Government: No report.
- f) Planning Committee: Recap of the May 20, 2021 meeting (pg 26): Admin Ross advised the committee discussed potential projects to spend the approximately \$200,000 per capita funds allocated with a \$50,000 contribution match from OVparks. In addition, Director Stickney and Montes prioritized a new driveway connecting the north property to the new property. Any remaining funding would be utilized for expanding the playground by the pool with higher age level equipment.
- g) Trails Committee: Trails Committee: No report.
- h) Ad Hoc: No report.

**11. ADMINISTRATOR'S REPORT**

- a) Monthly Activity Report – May 2021 (pg 27-32):

Admin Ross advised of interest in the community for a skateboard program. On May 5 and June 1, Administrator Ross met with Honorary Mayor Cliff Wylie, community organizer Brad Squires, and Sean LaTour-Jarquin of Project Lifelong to discuss plans to bring a portable skateboarding program to Orangevale. Former skateboarders, Tony Hawk and Sean White each have foundations which could be potential contacts to assist in the facilitation of this project which will cost approximately \$40,000. Admin Ross will invite Sean LaTour to a future Board Meeting to discuss this project and investigate potential fundraising prospects.

On May 12, Administrator Ross met with County staff members Liz Bellas, Jennifer Clause, and Michelle Satow to discuss a County-owned parcel on Woodmore Oaks near the 7-Eleven, which will be included in the Arcade-Cripple Creek Trail. The discussion included the steps and costs involved if the parcel was to be transferred from the County of OVparks. Administrator Ross had other correspondence with staff from the City of Citrus Heights who are managing the trail project. Administrator Ross has scheduled a Zoom meeting with all parties on June 15.

On May 19, Administrator Ross met on Zoom with Blair Aas of SCI Consulting Group. Mr. Aas was helpful in explaining the history of the Park Development Fee program, the nexus studies to help determine the benefits provided to districts, how projects qualify for these funds, and how to access the funds. This was a helpful step in the budget process.

On May 20, the Orangevale Farmers Market opened at the Orangevale Community Center Park. There was a good crowd on hand to visit about 35 vendors. There is live music on the outdoor stage and food trucks to add to the festive atmosphere. The vendors have expressed that they are enjoying the new location.

On May 21-23, the U.S. Women's Disc Golf Championships were held at Shady Oaks Disc Golf Course along with courses in Auburn and Rocklin. The tournament was a success, and it received excellent coverage on the PDGA (Professional Disc Golf Association) channel and YouTube. Admin Ross appreciated Director Montes for sharing the videos of the event and to Recreation Coordinator Roberts for putting the videos on our website to share with the Orangevale community.

On May 23 at about 7:45pm there was a break-in and theft at the pool. The thieves cut locks to enter the pool area and the filter/storage room at the pool. They stole the remaining six buckets of chlorine as well as a bucket of soda ash. There is a chlorine shortage in America, so it is highly likely that stealing the chlorine was their primary purpose. Measures are being taken to improve our security systems to help prevent future break-ins.

On May 26 we had a small fire at Orangevale Community Park near the nature trail area of the disc golf course. Park Maintenance staff was using the power edger and it caused sparks that caught the dry weeds on fire. Disc golfers noticed the fire and quickly got staff's attention. Staff and a group of golfers tried putting it out with sand, but it continued to spread. Staff called the fire department, who came and put out the fire. The other parks staff arrived shortly before the fire truck and helped contain the fire.

On June 1 we experienced vandalism at the new property. All the damage was done outside of the buildings. Security cameras were destroyed, decorative light fixtures were broken, wires were pulled, and the fountain was filled and overflowing. FEC police were called, arrived, and were very helpful. Our security cameras captured clear images of the main culprit, which helped lead to him being caught by FEC police. Staff is assessing the damage and getting cost estimates. Staff will follow up with FEC police to get the complete report and will also seek restitution from the group home where the culprit was residing. Total cost of damages is approximately \$850. Director Stickney recommended Admin Ross contact Supervisor Frost to address the number of group homes allocated to the Orangevale community. Director Montes recommended that a letter be sent to the group home organization to address the repeated issues. Limit for felony vandalism is \$400. In lieu of pursuing felony charges in this situation, Admin Ross would prefer to pursue reimbursement of damages from the group home entity and have the individual work with park maintenance for the equivalent number of hours deemed appropriate for restitution. Director Montes suggested a written agreement of community service be prepared and signed by the individual. Felony charges would be pursued if the individual fails to comply with the agreement. Admin Ross wants this individual to be made aware of the cost and time and effort of staff to correct the damages. Admin Ross will advise the BOD of repair cost total once received.

Admin Ross extended kudos to Admin Services Supervisor Woodford for keeping the contract classes running as ability allowed with Covid guidelines in place, which provided steady income for the District. Recreation Coordinator Roberts' efforts to provide the OVparks Adventure Crew for afterschool distance learning provided a needed service to the community. KinderKidz preschool program ran with half capacity during the Covid restrictions. The Adventure Crew and KinderKidz programs also helped generate some revenue for the District. Thank you to the entire OVparks staff for their teamwork to provide a positive experience for the community members utilizing our facilities and programs to the degree allowed.

Admin Services Supervisor Woodford advised that Pershing Elementary and Ottoman Elementary are participating in the SJUSD



summer voucher program funded by Covid relief monies received by SJUSD. Approximately five hundred and fifty students at each school have received a \$200 voucher to spend on OVparks programming this summer. Programs are filling quickly. We are looking to increase numbers wherever we are able to accommodate the demand as Covid restrictions loosen. Green Oaks School is also looking into participation in this voucher program. Admin Ross extended appreciation to the SJUSD for providing the Covid relief funding to be utilized by the students this summer.

Park Supt. Oropeza advised of recent maintenance to the pool pump, and the inevitable need for a new pump in the coming months. He will obtain cost estimates and update accordingly. New soft-fall material has been added to the playground areas at Pecan Park and Orangevale Community Park. New material will also be spread at the Norma Hamlin and Almond Park playgrounds soon. A dead Eucalyptus tree at Pecan Park was removed. A couple of potential hazardous trees at Sundance Park were removed. Routine maintenance was conducted throughout the OVparks properties.

Recreation Supervisor Bain advised Recreation revenue is now at approximately 93% of projected amount, up from 30% for the first half of this fiscal year. Rental revenue of picnic and field sites have increased. The Lacrosse team has been very accommodating regarding their ongoing field rental with the addition of the Farmers Market in the OCC parking lot impacting parking availability. May OTC (over-the-counter) revenue for combined recreation and facility rentals ended at \$111,802 which is \$34,802 above the projected amount. May recreation revenue was \$107,154 which is \$37,154 above the projected amount while facility revenue was \$4,648 which is \$2,352 under the projected amount. The revenue referenced here includes prepayments for future programs. Facility revenue will be increasing as we recently resumed the ability to accept indoor reservations since the loosening of Covid restrictions. Due to staffing constraints the amount of swim lessons offered in each session were reduced slightly. Session one swim lessons are full or almost full throughout the various levels offered.

**12. UNFINISHED BUSINESS**

None discussed.

**13. NEW BUSINESS**

- a) Approval of Resolution 21-06-666, Resolution Adopting the Orangevale Recreation and Park District Preliminary Budget for the General Fund for Fiscal Year 2021/22 (pg 33-61):

Admin Ross advised the budget includes a 2% COLA as a placeholder. Director Stickney recommended raising to 2.4% COLA reflected by the CPI. Director Montes recommended raising to 3%. The budget reflects a 7.5% estimated increase in

**MOTION #4**

health care premiums, elimination of the furloughs, and salary scale adjustment for two position levels. After further discussion, the Directors will vote to approve the 2.4% COLA increase effective July 1, 2021 and revisit the consideration and discussion for any additional increase adjustment at the August 19, 2021 board of directors meeting.

On a motion by Director Montes, seconded by Director Meraz, the Resolution 21-06-666, Resolution Adopting the Orangevale Recreation and Park District Preliminary Budget for the General Fund for Fiscal Year 2021/22 with the 2.4% COLA, effective July 1, to be revisited with the full Board at the August 2021 BOD meeting, was approved by a vote of 3-0-0 with Directors Stickney, Meraz, & Montes voting Aye. There were no Nays or Abstentions. Directors Swenson and Brunberg were absent.

**MOTION #5**

- b) Approval of Resolution 21-06-667, Resolution Adopting the Orangevale Landscaping and Lighting Assessment District Preliminary Budget for Fiscal Year 2021/22 (pg 62):

On a motion by Director Montes, seconded by Director Stickney, the Resolution 21-06-667, Resolution Adopting the Orangevale Landscaping and Lighting Assessment District Preliminary Budget for Fiscal Year 2021/22 was approved by a vote of 3-0-0 with Directors Stickney, Meraz, & Montes voting Aye. There were no Nays or Abstentions. Directors Swenson and Brunberg were absent.

**MOTION #6**

- c) Approval of Resolution 21-06-668, Resolution Adopting the Kenneth Grove Landscaping and Lighting Assessment District Preliminary Budget for Fiscal Year 2021/22 (pg 63):

On a motion by Director Montes, seconded by Director Meraz, the Resolution 21-06-668, Resolution Adopting the Kenneth Grove Landscaping and Lighting Assessment District Preliminary Budget for Fiscal Year 2021/22 was approved by a vote of 3-0-0 with Directors Stickney, Meraz, & Montes voting Aye. There were no Nays or Abstentions. Directors Swenson and Brunberg were absent.

- d) Public Hearing: Orangevale Landscaping and Lighting Assessment District (OLLAD) - Susan Barnes of SCI Consulting Group: Director Stickney closed the regular meeting and opened the Public Hearing to provide property owners and residents an opportunity to obtain additional information about the proposed preliminary budget and assessment rates for OLLAD and provide input or comments to the District. Admin Ross advised of this final step in the process before the Board of Directors considers the continuation of the levy of these assessments for the 2021/22 fiscal year. Public hearing will be continued at the next board meeting on July 8, 2021, to allow more time for the public to respond to the second public hearing notice to be published in the

Citrus Heights Messenger, an adjudicated newspaper. This Public hearing notice has been published in the May 21, 2021, publication of the Orangevale View. Admin Ross introduced Susan Barnes from SCI to answer any technical questions related to the issue. Susan Barnes advised she will also be in attendance to address any questions during the Public Hearing at the July 8 Board of Directors Meeting. There were no comments from the public during the Public Hearing.

- e) Public Hearing: Kenneth Grove Landscaping and Lighting Assessment District - Susan Barnes of SCI Consulting Group: Public Hearing is conducted to give property owners and residents an opportunity to obtain additional information about the proposed preliminary budget and assessment rates for the Kenneth Grove Landscaping and Lighting Assessment District and provide input or comments to the District. Admin Ross advised of this final step in the process before the Board of Directors considers the continuation of the levy of these assessments for the 2021/22 fiscal year. Public hearing will be continued at the next board meeting on July 8, 2021, to allow more time for the public to respond to the second public hearing notice to be published in the Citrus Heights Messenger, an adjudicated newspaper. This Public hearing notice has been published in the May 21, 2021, publication of the Orangevale View. There were no comments from the public during the Public Hearing. Admin Ross thanked Susan Barnes for attending the Board of Directors Meeting tonight.
- f) Consider approval of Resolution 21-06-669, Resolution to end the furlough for full-time staff at the conclusion of June 30, 2021 (pg 64-66): Directors extended appreciation to the staff for their extra efforts and sacrifices.

#### **MOTION #7**

On a motion by Director Montes, seconded by Director Meraz, the Resolution 21-06-669, Resolution to end the furlough for full-time staff at the conclusion of June 30, 2021, was approved by a vote of 3-0-0 with Directors Stickney, Meraz, & Montes voting Aye. There were no Nays or Abstentions. Directors Swenson and Brunberg were absent.

- g) Approval of the agreement with All Events Management Group to hold the Bow Wow Days event in Orangevale Community Park on September 25, 2021 (pg 67-82):

This item is being tabled to the July BOD meeting.

- h) Approval of the agreement with Genesis Church to hold a 4th of July Service & Event at the Orangevale Community Park on July 4, 2021 (pg 83-98): Admin Ross advised of a request from Genesis Church to hold two church services, a BBQ, lawn games,

and music at the Orangevale Community Park open to the community.

**MOTION #8**

On a motion by Director Montes, seconded by Director Stickney, the agreement with Genesis Church to hold a 4th of July Service & Event at the Orangevale Community Park on July 4, 2021, was approved by a vote of 3-0-0 with Directors Stickney, Meraz,, & Montes voting Aye. There were no Nays or Abstentions. Directors Swenson and Brunberg were absent.

**14. DIRECTOR AND STAFF COMMENTS**

Admin Ross mentioned the Orangevale Recreation & Park District Office will be open to the public beginning Tuesday, June 15, 2021. Administrator Ross did a job shadowing with Park Maintenance Worker Curtis Bryant on May 26. The primary work for the day involved mowing at Orangevale Community Park. Admin Ross intends to spend one day shadowing each of the full-time staff during the remainder of 2021. The purpose is to get to know staff better, have a greater appreciation and understanding for the jobs they do, and see if there are opportunities for greater efficiencies.

Supervisor Bain advised public swim at the Orangevale Community Center Pool began today.

Supervisor Woodford thanked the Board of Directors for passing the budget. Extended appreciation to Administrative Clerk Christina Kelley and Office Assistant Kathy Harling for their hard work with the busy phones and the newly added Pershing and Ottoman voucher availability. They have been doing a great job keeping everything organized. Thank you to all the staff in the office for assisting with phones when needed.

Finance/HR Supt. Von Aesch echoed the appreciation of the OVparks staff for their hard work. Supervisor Bain, Larissa Clark, and Recreation Coordinator Roberts have been diligently working to provide summer new hire documentation to the Finance Department. Supervisor Woodford and the front office staff have been doing a great job coordinating the busy phones and registrations. She appreciates hearing and seeing all the activity around the building.

Supt. Oropeza extended appreciation to the Parks Maintenance staff for their monitoring and maintenance of the irrigation systems and to the community members for notifying us of irrigation issues within OVparks. He appreciates seeing so many kids enjoying the parks and facilities.

Recreation Coordinator Roberts is looking forward to the upcoming summer programming. Kudos to the office staff for great teamwork facilitating the summer registrations. Recreation Specialist Megan Brennan along with the Senior Recreation Leaders and Recreation

Leaders have done a great job preparing for the Rec'ing Crew Day Camp and looking forward to the upcoming programs.

Director Meraz inquired when the Meals on Wheels program will resume at OVparks. Supervisor Woodford advised they will not return this summer but potentially may resume in-person meals at the Orangevale Community Center in the Fall. Director Montes mentioned that the Orangevale Fair Oaks Food Bank has personnel available for meal delivery if needed.

Director Meraz inquired if playground equipment will be re-installed at the Youth Center. This was discussed at the Planning Committee meeting with the determination that funding was not currently available for that project.

Director Stickney mentioned an amazing transformation from low revenue to an average revenue throughout the year. Parks are looking good.

Director Montes shared she is very grateful to all the OVparks staff for a tremendous job. She is very impressed with the preliminary budget.

**15. ITEMS FOR NEXT AGENDA**

a) Ratification of Claims for May 2021

b) Approval of the agreement with All Events Management Group to hold the Bow Wow Days event in Orangevale Community Park on September 25, 2021

c) Public Hearing: Orangevale Landscaping and Lighting Assessment District (OLLAD) - Susan Barnes of SCI Consulting Group Public

d) Public Hearing: Kenneth Grove Landscaping and Lighting Assessment District - Susan Barnes of SCI Consulting Group

e) Blair Aas of SCI Consulting Group to assist with Resolution for park development fees.

**16. ADJOURNMENT**

**MOTION #9**

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 8:06 p.m. On a motion by Director Montes, seconded by Director Stickney, the adjournment was approved by a vote of 3-0-0 with Directors Stickney, Meraz, and Montes, voting Aye. There were no Nays or Abstentions. Directors Swenson and Brunberg were absent.

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Mike Stickney, Board Chairperson

# ORANGEVALE RECREATION & PARK DISTRICT

## Minutes of Meeting of Board of Directors August 19, 2021

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on August 19, 2021, at the District Office. Director Stickney called the meeting to order at 6:32 p.m.

Directors present: Stickney, Swenson, Meraz, Brunberg (Arrived 6:33 p.m.)  
Directors absent: Montes  
Staff present: Barry Ross, 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**  
**MOTION #1** On a motion by Director Meraz, seconded by Director Swenson, the agenda was approved by a vote of 4-0-0 with Directors Stickney, Swenson, Brunberg, and Meraz voting Aye. There were no Nays or Abstentions. 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 June 10, 2021 (pg 1-10):  
Tabled until the September Board of Directors Meeting because only two Directors in attendance at the June meeting are present at this August meeting.
  - b) Approval of Minutes of the Regular Meeting July 8, 2021 (pg 11-19): On a motion by Director Brunberg seconded by Director Meraz, the minutes were approved by a vote of 3-0-1 with Directors Meraz, Brunberg, and Swenson voting Aye. There were no Nays. Director Stickney Abstained. Director Montes was absent.
7. **CORRESPONDENCE**
  - a) An email from a customer expressing thanks to staff for making accommodations for her son and leading to a positive experience in a camp program. (pg 20): Admin Ross shared an email from a customer providing special recognition to Admin Services Supervisor Woodford and Recreation Coordinator Roberts for their assistance in accommodating her child for enrollment into a program.

- b) Ad placed in the Orangevale View to promote rentals, an upcoming program and event, and our fall activity guide. (pg 21):  
Admin Ross mentioned the recent ad in the Orangevale View promoting OVparks Rental Facilities, upcoming Rummage Sale, and Fall Activity Guide. Supervisor Woodford worked diligently to complete the Fall Activity Guide. Admin Ross extended appreciation to her and the staff for assisting her to completion. As decided at a previous Board of Directors Meeting, the Fall Activity Guide will be printed and mailed out to all Orangevale residents at the end of August.

Admin Ross spoke with Sacramento County today to regarding current indoor rental guidelines. To date, indoor gathering of up to 1,000 attendees are still permissible with a mask requirement by all attendees. Mega events, indicative of 5,000 or more attendees, have a Covid vaccination requirement or Covid test within 72 hours of the event.

- c) An article in the Orangevale View about our Steps Towards Closure rental offerings. (pg. 22):  
Admin Ross shared the recent article in the Orangevale View to offer facility rental for Covid related memorial services. To date, OVparks has not received any inquiries for this service.
- d) Information and nomination form from Sacramento Local Agency Formation Commission (LAFCO). LAFCO is seeking to fill the positions of Special District Commissioner and Alternate Special District Commissioner. These are four-year terms beginning January 1, 2022. If interested, the nomination forms will be accepted now through September 30. (pg 23-25):  
Admin Ross advised of information and nomination forms available if any Board of Directors are interested.
- e) 2021 ballot for an election of a Special District Representative for the Treasury Oversight Committee of the County of Sacramento. (pg 26-28):  
Two people are on the ballot. This information was received by OVparks Board Chair, Director Stickney. At Director Stickney's request, Admin Ross presented the information to the Board. Director Stickney can cast his vote or name someone as proxy to do any necessary research and vote accordingly. Admin Ross inquired if any of the Directors were interested in being the proxy. The Board of Directors gave direction to Admin Ross to serve as proxy and complete the ballot for submission.

8. CONSENT  
CALENDAR

**MOTION #3**

- a) On a motion by Director Swenson, seconded by Director Brunberg, the consent calendar was approved by a vote of 4-0-0 with Directors Stickney, Swenson, Brunberg, and Meraz voting

Aye. There were no Nays or Abstentions. Director Montes was absent.

**8.1. CONSENT MATTERS GENERAL FUND**

- a) Ratification of Claims for June 2021 (pg 29-30)
- b) Budget Status Report for June 2021 (pg 31-33)
- c) Revenue Report for June 2021 (pg 34)
- d) Ratification of Claims for Period 13 2021 (pg 35)
- e) Budget Status Report for Period 13 2021 (pg 36-38)
- f) Revenue Report for Period 13 2021 (pg 39)
- g) Ratification of Claims for July 2021 (pg 40)
- h) Budget Status Report for July 2021 (pg 41-43)
- i) Revenue Report for July 2021 (pg 44)

**8.2. OLLAD CONSENT MATTERS**

- a) Ratification of Claims for June 2021 (pg 45-46)
- b) Budget Status Report for June 2021 (pg 47-48)
- c) Ratification of Claims for Period 13 2021 (pg 49-50)
- d) Budget Status Report for Period 13 2021 (pg 51-52)
- e) Ratification of Claims for July 2021 (pg 53)
- f) Budget Status Report for July 2021 (pg 54-55)

**8.3. KENNETH GROVE CONSENT MATTERS**

- a) Ratification of Claims for June 2021 (pg 56)
- b) Budget Status Report for June 2021 (pg 57)
- c) Ratification of Claims for Period 13 2021 (pg 58)
- d) Budget Status Report for Period 13 2021 (pg 59)
- e) Ratification of Claims for July 2021 (pg 60)
- f) Budget Status Report for July 2021 (pg 61)

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

**MOTION #4**

- a) Ratification of Claims for June 2021 (pg 62)  
On a motion by Director Brunberg, seconded by Director Stickney, the non-consent calendar for June 2021 was approved by a vote of 4-0-0 with Directors Stickney, Swenson, Brunberg, and Meraz voting Aye. There were no Nays or Abstentions. Director Montes was absent.

**MOTION #5**

- b) Ratification of Claims for July 2021 (pg 63)  
On a motion by Director Brunberg, seconded by Director Swenson, the non-consent calendar for July 2021 was approved by a vote of 4-0-0 with Directors Stickney, Swenson, Brunberg, and Meraz voting Aye. There were no Nays or Abstentions. 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: No report.
- h) Ad Hoc: No report.



**11. ADMINISTRATOR'S REPORT**

a) Monthly Activity Report – July 2021 (pg 64-70):

On July 12, Administrator Ross and Parks Superintendent Oropeza met with Rob Hannah and Joey Hannah (Sierra National Construction) at the Shady Oaks Disc Golf parking lot to discuss plans to convert the grass overflow parking area to a gravel lot. Sierra National Construction provided this project in exchange for allowing the use of overflow parking area during the Hazel Avenue sidewalk construction project. The gravel lot should be completed tomorrow, August 20, 2021. The material used is an aggregate base gravel. Director Brunberg expressed she was not informed of the plans in place. Admin Ross apologized for the miscommunication as this topic was discussed at the June board meeting and a maintenance committee meeting, neither of which Director Brunberg was present. Admin Ross acknowledged that he should've made certain all Directors were aware of these plans. She advised this was not approved through the Board of Directors. Director Stickney advised this project was presented to the Board during the June Board Meeting, but that it was not an item that received specific Board approval.

On July 13, Administrator Ross spoke with Justin Caron and Michelle Gable of Aquatic Design Group, an aquatic architecture and engineering firm from Carlsbad, CA. We scheduled to have Michelle Gable, Associate, visit our pool site on Thursday, August 12 to inspect the pool and the equipment room. The emphasis will be on the crack/separation in the pool and options for repair. A Zoom meeting is scheduled with Michelle Gable for Monday, August 23, 2021 to be attended by Admin Ross, Supt. Oropeza, and Supervisor Bain to go over any options and answer questions. Admin Ross mentioned interest in incorporating a splash park facility as indicated in the Master Plan. Michelle will include a cost estimate for a splash park in her report. More information will be provided in the next Board Meeting.

On July 14, Administrator Ross conducted a job shadowing with Park Foreman Doug Fuhlrodt. The primary work for the day involved significant repairs to the small round horse training pen at the horse arena. Lucas Lilly, Park Maintenance Worker, was also on hand to work on this project throughout the day. Doug is a highly skilled worker. He has mastered operating the tractor and has a great mind for facility repairs. Admin Ross intends to spend one day shadowing each of the full-time staff during the remainder of 2021. The purpose is to get to know staff better, have a greater appreciation and understanding for the jobs they do, and see if there are opportunities for greater efficiencies.

On July 20, Administrator Ross, Rec Supervisor Bain, and Supt Oropeza met with Joe Duran, General Manager of Orange Vale Water Company. We discussed potential water restrictions, cost

hikes, and the potential for testing for wells on OVparks property. Mr. Duran is also involved with Fair Oaks/Orangevale Little League and is interested in helping us make improvements to Lovett Field at Youth Center Park. Admin Ross requested permission for the Orangevale Water Company to conduct testing for wells. Board of Directors advised they thought tests had already been conducted recently. Admin Ross will keep the Board apprised of further developments as details are acquired. Supt. Oropeza will work with them to implement improvements of plans for ballfield improvements, which include: installing a new pitching rubber, home plate, and bases pegs; add new infield soil; improve irrigation; improve grading of infield and outfield. Fair Oaks/Orangevale Little League will also contribute to the regular maintenance of the field. Supvr. Bain will help coordinate their field rental and permits.

On July 28, Administrator Ross, Superintendent Von Aesch, Rec Supervisor Bain, and Coordinator Khokhhar Roberts met on Zoom with Attorney Patti Eyres to discuss how to properly manage COVID-19 cases in the workplace based on updated guidance. Admin Ross expressed appreciation to Recreation Coordinator Roberts for establishing distinct cohorts for this year's Rec'ing Crew Day Camp. This was instrumental in the ability to continue the program when a Covid case forced us to close one of the three cohort groups for 8 days.

Supt. Von Aesch advised of an upcoming Benefits Meeting to be held in September 2021. This meeting will provide information on what has been approved by their board. Sutter and Kaiser will consider a cost increase of five percent which will be presented at their upcoming board meeting for approval. Preparations will begin for upcoming meeting with Larry Bain in October.

Supervisor Woodford advised OVparks is awaiting approximately \$21,000 in revenue from the San Juan Unified School District summer voucher program for June and July programming. An additional \$15,000-20,000 in revenue is anticipated upon completion of the remaining July and August invoices. Upon receipt, the funds will improve revenue projections.

Park Supt. Oropeza advised of maintenance and repairs of the irrigation systems throughout the park properties. A large iconic oak at the Sundance Nature Trail is dying and will need to be addressed. Several other trees have also died or have had limbs down recently throughout that park. Additional limbs have fallen in the Shady Oaks Disc Golf Course near holes four through eight and near the amphitheater.

The Equipment Expo will be held September 17 in Elk Grove. OVparks Park Maintenance is looking to defend their CPRS District 2 Maintenance Rodeo trophy at this event. Admin Ross assisted in production of a video with the park maintenance employees to promote the CPRS event.

Irrigation schedules have been adjusted to reduce water usage.

Recreation Supervisor Jason Bain advised the TigerSharks Swim Team participated in the VFCAL Virtual Championships this year where teams swam at multiple locations and their times were merged to get a final time. The TigerSharks finished with a score of 1,723 becoming the VFCAL 2021 Virtual Champions.

Summer programming has ended. The pool has been shut down in preparation for necessary repairs. Admin Ross is to provide an estimated timeline for the pool repair project at the September BOD meeting.

The new registration software is up and running. Supervisor Woodford conducted a training session today with the office staff to prepare for the transition. The Max Galaxy system will still be in effect until October 2021.

**12. UNFINISHED BUSINESS**

None discussed.

**13. NEW BUSINESS**

- a) Approval of the agreement with All Events Management Group to hold the Bow Wow Days event in Orangevale Community Park on September 25, 2021 (pg 71-86):

Admin Ross shared information regarding the requested event. The original motion was rescinded with amendments to the application and map by the Board. Subsequent motion was presented with amendments in place.

**MOTION #6**

On an amended motion by Director Brunberg and seconded by Director Stickney, the board moves to approve the agreement with All Events Management Group to hold *Bow Wow Days – A Peticular* Event in Orangevale Community Park on September 25, 2021, and authorize the District Administrator to execute the agreement upon the receipt of the application being updated to indicate the event will be held in the Oak/Filbert area of the park, and is to include a map showing the proposed usage area. The motion was approved by a vote of 3-0-1 with Directors Stickney, Meraz, and Brunberg voting Aye. There were no Nays. Director Swenson abstained. Director Montes was absent.

- b) Approval of the agreement with Jennifer Claassen of Clipped In Races to rent Orangevale Community Park for a Sacramento Cyclocross event on October 23-24, 2021 (pg 87-96): Jennifer Claassen, with Clipped In Races, approached the District about renting the Orangevale Community Park for a Sacramento Cyclocross event for about 200 people on Sunday, October 24, 2021. The group will set-up the day before, October 23, 2021, with stakes and flags to help mark the course. These flags will not cut off access through the park. The day of the event the group will have tents, tables, finish arch, race announcements, intermittent music, and an enclosed beer garden for the

spectators. The event will be free for the spectators and will last from 8am to 5pm with clean-up lasting until 7:00pm. This 2-day permit will not conflict with soccer. OVparks has approved this event in 2013, 2014, 2015, 2018 and 2019. Supervisor Bain is to provide a color map of the course. This event will be charged the \$364 rental fee based on an event of 200 participants or less.

## MOTION #7

On a motion by Director Swenson, seconded by Director Brunberg, the agreement with Jennifer Claassen of Clipped In Races to rent Orangevale Community Park for a Sacramento Cyclocross event on October 23-24, 2021 was approved by a vote of 4-0-0 with Directors Stickney, Meraz, Brunberg, and Swenson voting Aye. There were no Nays or Abstentions. Director Montes was absent.

- c) Review options for a cost-of-living-adjustment for Fiscal Year 2021/22 (pg 97-99): After Preliminary Budget reviews with the Finance Committee on May 4, 2021, and with the Board of Directors on June 10, 2021, the Board approved a 2.4% COLA for fiscal year 2021-22. During that same meeting, there was discussion about adjusting the COLA further. Since only three of the five Directors were present, it was decided to bring this to the full Board at the August 19 meeting. That COLA increase matched the Consumer Price Index (CPI) for the Western States report spanning the 12-month period of March 2020 – March 2021. Since then, the CPI increased to 3.9% in April, then 4.7% in May, 5.1% in June, and then 5.2% in July. Based on a salary scale survey, the full-time staff at OVparks are currently near the 25th percentile among the five most comparable park and recreation districts in Sacramento County (based on budget size and staffing). Two staff members are above the 25th percentile while the other eleven are at or below the 25th percentile. Each 1% COLA increase will result in an additional \$13,993 in salary and benefit costs. Of the options provided, the increase could range from 0% - 2.3% (\$0 - \$32,046). Admin Ross advised of a carryover of approximately \$654,000 for FY 2020/21 which included \$55,000 from the staff furlough. Admin Ross suggested awarding the .9% since staff was awarded a 1% COLA for the 2020-21 fiscal year though the CPI was 1.9%. In support of this suggestion, Admin Ross highlighted OVparks staff efforts to generate new revenues for the District or save money:
- Recreation Coordinator Roberts secured new and valuable sponsors for special events resulting in approximately \$3,000 in new revenue or savings.
  - Supervisor Woodford spearheaded District's efforts to coordinate the SJUSD summer voucher program. Her efforts, with assistance from Admin & Rec staff, provided a net difference of approximately \$20,000 in new revenue from this voucher program.

- Supervisor Bain has applied for some grants of which the District recently received \$4,175 from CPRS for outdoor sports equipment.
  - Park Maintenance Employee Lucas Lilly, a very skilled mechanic, repaired one of the District trucks and one of the District mowers designated for surplus, extending their useful lifespan and saving the District money.
  - Supt. Oropeza's attention to details saved the District approximately \$4,000 by holding a vendor to the original quote which differed from the invoice amount.
  - Supervisor Woodford is primarily responsible for meeting District revenue goals, while making necessary adjustments to programming, and working closely with independent contract instructors during the Covid 19 pandemic.
  - Nelson Kirk, Park Maintenance Employee, replaced and repaired dozens of valves to update our irrigation system to make the District more water-efficient.
  - Shackleton Woods loan will be paid off this November which will create a \$75,000 windfall in subsequent years.
  - Medical costs are expected to be \$4,600 less than budgeted.
- Admin Ross recommended reviewing the CPI in the same month of each year to maintain consistency in the future. Supt. Von Aesch indicated that COLA has been considered in April of each year in preparation for the May Finance Committee Meeting. Periodically, the Finance Committee would review the COLA if warranted in the interim. Director Stickney agreed that we should use April as our month to capture the CPI benchmark when considering the COLA. He stated his preference of limiting future COLAs if it means preventing staff layoffs. Admin Ross and Supt. Von Aesch reassured that the .9% COLA adjustment would not result in layoffs and the budget carryover was robust enough to withstand this increase. Director Stickney recommended a .9% COLA effective the first pay period of December 2021.

**MOTION #8**

On a motion by Director Stickney, seconded by Director Brunberg, the additional cost-of-living-adjustment of .9% for Fiscal Year 2021/22, effective the first pay period of December 2021, was approved by a vote of 4-0-0 with Directors Stickney, Meraz, Brunberg, and Swenson voting Aye. There were no Nays or Abstentions. Director Montes was absent.

- d) Public Hearing: Approval of Resolution 21-08-674, Resolution Adopting the Orangevale Recreation and Park District Final Budget for Fiscal Year 2021/22 (pg 100-117): Directors Brunberg and Stickney inquired if the budget needed adjustment to reflect the .9% COLA wage increase. Admin Ross and Supt. Von Aesch advised the budget, as presented, could withstand the COLA wage increase and no adjustment is necessary.

**MOTION #9**

On a motion by Director Brunberg, seconded by Director Swenson, the Resolution 21-08-674, Resolution Adopting the Orangevale Recreation and Park District Final Budget for Fiscal Year 2021/22 was approved by a vote of 4-0-0 with Directors Stickney, Meraz, Brunberg, and Swenson voting Aye. There were no Nays or Abstentions. Director Montes was absent.

- e) Public Hearing: Approval of Resolution 21-08-675, Resolution Adopting the Orangevale Landscaping and Lighting Assessment District Final Budget for Fiscal Year 2021/22 (pg 118-124):

**MOTION #10**

On a motion by Director Montes seconded by Director Brunberg, the Resolution 21-08-675, Resolution Adopting the Orangevale Landscaping and Lighting Assessment District Final Budget for Fiscal Year 2021/22 was approved by a vote of 4-0-0 with Directors Stickney, Meraz, Brunberg, and Swenson voting Aye. There were no Nays or Abstentions. Director Montes was absent.

- f) Public Hearing: Approval of Resolution 21-08-676, Resolution Adopting the Kenneth Grove Landscaping and Lighting Assessment District Final Budget for Fiscal Year 2021/22 (pg 125-129): Director Meraz inquired about the status of the vacant lot near Kenneth Grove. In a meeting with CPAC approximately two years ago, Director Stickney and Admin Foell had requested the land be donated to the District, which Director Stickney believes was agreed to. Director Stickney, Director Meraz, Admin Ross are to follow up in the coming weeks to determine the status.

**MOTION #11**

On a motion by Director Swenson, seconded by Director Brunberg, the Resolution 21-08-676, Resolution Adopting the Kenneth Grove Landscaping and Lighting Assessment District Final Budget for Fiscal Year 2021/22 was approved by a vote of 4-0-0 with Directors Stickney, Meraz, Brunberg, and Swenson voting Aye. There were no Nays or Abstentions. Director Montes was absent.

- g) Approval of Resolution 21-08-677, Resolution Approving the Revision of the District's Reserve Designations in Accordance with GASB 54 (pg 130-135):

**MOTION #12**

On a motion by Director Meraz seconded by Director Stickney, the Resolution 21-08-677, Resolution Approving the Revision of the District's Reserve Designations in Accordance with GASB 54 was approved by a vote of 4-0-0 with Directors Stickney, Meraz, Brunberg, and Swenson voting Aye. There were no Nays or Abstentions. Director Montes was absent.

- h) Information and updates on the County-owned parcel on Woodmore Oaks Drive that OVparks has considered acquiring. (verbal): Admin Ross had originally suggested a closed session

meeting to discuss. However, the parcel is being deeded from Sacramento County over to the City of Citrus Heights. They will assume the costs until the Sundance Nature Trail is complete at which time, they can deed it to the District. A price will be negotiated, somewhere between 0% and 50% of the amount paid by the City of Citrus Heights of approximately \$10,800. The District can assess and determine feasibility at that point. Director Stickney mentioned his opinion that the County had inflated the cost of deeding the property to the City of Citrus Heights. Admin Ross advised that Cal Trans, who is funding the project, recently informed that easements will need to be acquired from each of the agencies involved. Admin Ross will present documentation to the Board in September related to easements that will allow access for the construction of the trail on the designated properties belonging to the District. Director Stickney inquired of the status of the property purchases involved in the Sundance Nature Trail area. Three of the properties have closed escrow. The final property is expected to close escrow by the end of September.

- i) The November BOD meeting is scheduled for November 11, which is Veterans Day. Determine if we wish to move the meeting or not have a meeting that month. (verbal):  
Discussion indicated the November BOD meeting is not necessary. If a special meeting is required, one can be scheduled. Notification will be provided to the public regarding cancellation of the November BOD meeting.

#### **MOTION #13**

On a motion by Director Brunberg, seconded by Director Stickney, the scheduled November 11 regular BOD meeting will be cancelled. This motion was approved by a vote of 4-0-0 with Directors Stickney, Meraz, Brunberg, and Swenson voting Aye. There were no Nays or Abstentions. Director Montes was absent.

#### **14. DIRECTOR AND STAFF COMMENTS**

Admin Ross thanked Supervisors Bain and Woodford for their instrumental efforts in selecting and facilitating the new Civic Rec recreation registration software. Office staff are currently being trained on the new system. He expressed appreciation to the excellent and hard-working staff and the dedicated Board of Directors at OVparks. He has really enjoyed his time with the District thus far. Admin Ross extended best wishes to Director Montes as she is coping with a serious family issue.

Parks Supt. Oropeza extended appreciation to the staff for all their hard work. Thanked the staff for their understanding and support while he was out of the office for a family emergency.

Director Meraz suggested a posting of Veteran's Day, November 11<sup>th</sup> on the electronic sign at the Community Center to honor veterans.

Director Stickney voiced concern for everyone's wellbeing considering the current ongoing issues with heat and smoke in the area. He requested the staff be advised of the pay increase effective in December 2021.

Director Swenson appreciated the efforts and creativity of the OVparks staff. Her daughter enjoyed swim lessons over the summer.

Director Brunberg appreciated the initiative taken for maintenance at the horse arena. She will forward the riding club contact information to Supt. Oropeza to coordinate any input they may have. Supt. Oropeza advised the riding club has been pleased with the current maintenance of the arena. Maintenance Foreman Doug Fuhlrodt plans to provide scheduled arena maintenance on a bi-monthly basis.

**15. ITEMS FOR NEXT AGENDA**

a) Approval of Minutes of June 10, 2021

b) Guest Sean LaTour will be in attendance to discuss plans for a skateboard program

c) Arcade Cripple Creek easements for review

**16. ADJOURNMENT**  
**MOTION #14**

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 8:17 p.m. On a motion by Director Swenson, seconded by Director Brunberg, the adjournment was approved by a vote of 4-0-0 with Directors Stickney, Swenson, Brunberg, and Meraz, voting Aye. There were no Nays or Abstentions. Director Montes was absent.

---

Mike Stickney, Chairperson





1075 Creekside Ridge Drive, Suite 240  
Roseville, CA 95678

Phone: (916) 722-5550  
Fax: (916) 722-5715  
Website: [capri-jpa.org](http://capri-jpa.org)

August 12, 2021

Mr. Barry Ross  
Orangevale Recreation and Park District  
6826 Hazel Avenue  
Orangevale, CA 95662

Dear Mr. Ross,

On behalf of the Board of Directors for the California Association for Park & Recreation Indemnity ("CAPRI"), we are proud to present to you with the "Ted Winslow CAPRI Safety Award" as part of the Cycle XVII District Visitation Program. We take great pleasure in recognizing Districts that have received the highest rating possible following their District Visit, as this award represents your District's commitment to safety and loss control. Congratulations to you and your team!

We present these Awards at the annual CARPD Conference and look forward to recognizing each winner in front of all of their peers. Although your District was unable to attend this year in Monterey on June 23, 2021 your efforts are recognized and acknowledged.

Keep up the good work and continue to promote a safe and healthy environment for both the public and your employees. Congratulations again and we look forward to your District earning another Safety Award following the Cycle XVIII District visit.

Sincerely,

**Kirk Andre**  
*Safety Analyst*  
[kandre@capri-jpa.org](mailto:kandre@capri-jpa.org)

enclosure

Orangevale Recreation and Park District

6826 Hazel Avenue

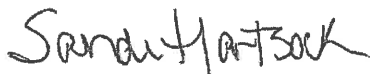
Orangevale, CA 95662

To Whom it May Concern:

I wanted to take a few minutes and give you feedback on our experience this summer. I have a 10-year-old grandson that enrolled in the Top-Notch Basketball Camp with Coach Brian Mitchell twice this summer. We did the camps beginning the week of July 12<sup>th</sup> and again the week of August 2<sup>nd</sup>. My grandson Jameson absolutely loved these camps. Coach Mitchell was able to handle all of the kids with grace and class. He was great with all of the kids and none of them felt they weren't good enough. He is so dang **AMAZING!** We will be signing up again during the upcoming holidays!

I also wanted to **THANK YOU** as the Orangevale Recreation and Park District personally for giving the kids the \$200 vouchers. It allowed us to try something we hadn't done before. It was very much appreciated after such a goofy school year. I just wanted you all know that you are appreciated! Thank you for all that you do in our community, I am very proud to be a resident of Orangevale.

Thank you,



Sandi Hartsock

P.O. Box

Orangevale, CA 95662



*“Some of my greatest pleasures have come from finding ways to overcome obstacles.”*

**Coach John Wooden**



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**#TalkTeachPlay**

BRYAN

Courtney

MISSY

Austin

Maddy

Leekia

mariah

Autumn

P

Davis

WHAT A YEAR  
IT HAS BEEN SO FAR!  
THANKS FOR ALLOWING US  
TO BE A PART OF YOUR  
YOUTH SPORTS COMMUNITY.  
TEAMWORK MAKES  
THE DREAMWORK!

Mike

Larrel

Taylor

Alex

Be

## Barry Ross

---

**From:** Dennis Sarkisian  
**Sent:** Monday, August 30, 2021 5:22 PM  
**To:** Barry Ross  
**Cc:**  
**Subject:** Grant Request for Outdoor Fitness Equipment Approved

EXTERNAL SENDER WARNING. This message was sent from outside your organization. Please do not click links or open attachments unless you recognize the source of this email and know the content is safe.

Hello Barry,

We received good news that the grant requests were approved for purchasing and installing outdoor fitness for Orangevale Community Park. With the grant, our club will pay up to \$5,400 for this project. There are certain requirements, such as purchase receipts, Rotary participation with installation, and a project completion deadline that I would like to discuss with you sometime soon. Please let me your availability. We look forward to working with you and your team to provide outdoor fitness equipment for park visitors.

Dennis

Dennis Sarkisian  
Orangevale Rotary Club  
President





**Official Award of Grant Notification**

Greenfields Outdoor Fitness is proud to announce that

# Orangevale Recreation & Park District

has been selected as a recipient of the  
CPRS 75th Anniversary Fitness Grant

in the amount of  
**\$4,175**

## for an outdoor gym at Orangevale Community Park

Grant is awarded with the following terms and conditions: 1) A purchase order must be received by 12/31/2021 2) Grant awards are in-kind funds usable for purchase of exercise equipment only. For full details see Terms and Conditions.

**We are excited to partner with you in the pursuit of a healthier tomorrow!**

  
Sam Mendelsohn, President/CEO

July 15, 2021

Date

GENERAL FUND EXPENDITURES  
FOR THE MONTH ENDING  
AUGUST 31, 2020

CLAIM #	ACCOUNT #	VENDOR	DESCRIPTION	AMOUNT
1906628108	20202100	US BANK NATIONAL ASSOCIAT	Books/Periodicals/Subscriptions	132.98
1906628108	20203800	US BANK NATIONAL ASSOCIAT	Employee Recognition	149.77
1906628108	20203800	US BANK NATIONAL ASSOCIAT	TAX ACCRUAL	0.70
				150.47
1906627049	20203900	JASON BAIN	Employee Transportation	32.26
1906627050	20203900	SUSAN MYREN	Employee Transportation	78.06
1906639287	20203900	BARRY ROSS	Employee Transportation	30.41
				140.73
1906627008	20205500	HUB INTERNATIONAL	Insurance-Long Term	109.50
1906639265	20206100	CALIFORNIA ASSOCIATION OF	Membership Dues	2,500.00
1906627036	20207600	BURKETTS OFFICE SUPPLY IN	Office Supplies	702.38
1906628108	20207600	US BANK NATIONAL ASSOCIAT	Office Supplies	5.32
				707.70
1906628108	20208100	US BANK NATIONAL ASSOCIAT	Postal Services	2.15
1300786652	20208102		Stamps	-1.00
1906626318	20219700	AT&T	Telephone Services	24.63
1906626316	20219700	SPRINT P C S	Telephone Services	61.12
1906639237	20219700	COMCAST	Telephone Services	649.16
1906639236	20219700	AT&T	Telephone Services	21.87
1906639238	20219700	COMCAST	Telephone Services	342.30
				1,099.08
1906639268	20226200	JJR ENTERPRISES INC	Other Equipment Maintenance Supplies	189.96
1906629218	20259101	N3X MSP INC	IT Services	530.00
1906629218	20281202	N3X MSP INC	Software	290.00
1906627038	20285100	STEVEN MIRANDA	Recreational Services	1,253.20
1906627041	20285100	NATIONAL ACADEMY OF ATHLE	Recreational Services	2,442.00
1906627042	20285100	ADRIAAN JANSEN VAN VUUREN	Recreational Services	311.75
1906627044	20285100	RAMONA TEMPLE	Recreational Services	132.00
1906627047	20285100	STEPHANIE TADLOCK	Recreational Services	94.50
1906627048	20285100	KORI SCOTT	Recreational Services	150.00
1906628108	20285100	US BANK NATIONAL ASSOCIAT	Recreational Services	452.90
1906629297	20285100	BRENDAN CHASE	Recreational Services	4,245.60
1906629220	20285100	NATIONAL ACADEMY OF ATHLE	Recreational Services	1,332.00
1906629219	20285100	RESCUE TRAINING INSTITUTE	Recreational Services	567.00
1906639270	20285100	ALISON LLOYD	Recreational Services	384.00
1906639285	20285100	JOHN WALTON	Recreational Services	1,900.00
				13,264.95
1906628108	20285200	US BANK NATIONAL ASSOCIAT	Recreational Supplies	2,948.73
1906639289	20285200	CAPITAL ONE NA	Recreational Supplies	85.35
				3,034.08
110390381	20291100	SACRAMENTO COUNTY	COMPASS Annual Fees FY 21/22	2,963.49
110413667	20296200	SACRAMENTO COUNTY PARKING	QR BILLING AUG 2021 ORANGEVALE F	3.50
1906626298	30321000	JAMSAB REALTY CORP	Interest Expense	15,275.00





**ORANGEVALE RECREATION AND PARK DISTRICT GENERAL FUND**  
**BUDGET EXPENDITURE DETAIL**  
**FISCAL YEAR 2021/2022**  
**AUGUST 2021**

Account Number	Expenditure Account	Budgeted 2021/2022	Current Expenditures	Expenditures to Date	Funds Available	% Left
<b>1000</b>	<b>SALARIES &amp; EMPLOYEE BENEFITS</b>					
10111000	Salaries & Wages, Regular	830,000.00	62,667.60	153,009.60	676,990.40	82%
10112100	Salaries & Wages, Extra Help	403,000.00	64,075.66	149,815.17	253,184.83	63%
10112400	Salaries, Board members	12,000.00	400.00	900.00	11,100.00	93%
10121000	Retirement	260,000.00	19,747.84	47,920.35	212,079.65	82%
10122000	Social Security	85,000.00	9,674.12	23,130.23	61,869.77	73%
10123000	Group Insurance	248,000.00	19,334.22	38,668.44	209,331.56	84%
10124000	Worker's Comp. Ins	46,000.00		9,495.93	36,504.07	79%
10125000	Unemployment Insurance	20,000.00	1,936.98	4,461.96	15,538.04	78%
10128000	Health Care/Retirees	0.00		-	0.00	#DIV/0!
	<b><i>SUB-TOTAL</i></b>	<b>1,904,000.00</b>	<b>177,836.42</b>	<b>427,401.68</b>	<b>1,476,598.32</b>	<b>78%</b>
<b>2000</b>	<b>SERVICES &amp; SUPPLIES</b>					
20200500	Advertise/Legal Notices	2,300.00		-	2,300.00	100%
20202100	Books/Periodicals/Subscrip	2,000.00	132.98	132.98	1,867.02	93%
20202900	Business/Conference Expense	4,500.00		-	4,500.00	100%
20203500	Education/Training Serv.	4,000.00		-	4,000.00	100%
20203600	Education /Training Supplies	500.00		-	500.00	100%
20203700	Tuition Reimbursement	500.00		-	500.00	100%
20203800	Employee Recognition	2,300.00	150.47	150.47	2,149.53	93%
20203802	Recognition Items	500.00		-	500.00	100%
20203803	Recognition Events	500.00		-	500.00	100%
20203900	Employee Transportation	2,700.00	140.73	140.73	2,559.27	95%
20205100	Liability Insurance	86,000.00		49,004.00	36,996.00	43%
20205500	Rental Insurance	4,000.00	109.50	109.50	3,890.50	97%
20206100	Membership Dues	11,000.00	2,500.00	2,500.00	8,500.00	77%
20207600	Office Supplies	8,000.00	707.70	707.70	7,292.30	91%
20207602	Signs	500.00		-	500.00	100%
20207603	Keys	350.00		-	350.00	100%
20208100	Postal Services	7,500.00	2.15	242.15	7,257.85	97%
20208102	Stamps	2,500.00	(1.00)	(1.00)	2,501.00	100%
20208500	Printing Services	26,000.00		-	26,000.00	100%
20210300	Agricultural/Horticultural Service	500.00		-	500.00	100%
20210400	Agricultural/Horticultural Supply	1,000.00		-	1,000.00	100%
20211200	Building Maint. Supplies	500.00		-	500.00	100%
20212200	Chemicals	500.00		-	500.00	100%
20213100	Electrical Maint. Service	400.00		-	400.00	100%
20213200	Electrical Maint. Supplies	500.00		-	500.00	100%
20214100	Land Improv. Maint. Services	500.00		-	500.00	100%
20214200	Land Improv. Maint. Supplies	500.00		-	500.00	100%
20215100	Mechanical System Maint. Ser	500.00		-	500.00	100%
20215200	Mechanical System Maint. Sup	500.00		-	500.00	100%
20216200	Painting Supplies	500.00		-	500.00	100%
20216700	Plumbing Maint. Service	400.00		-	400.00	100%
20216800	Plumbing Maint. Supplies	500.00		-	500.00	100%
20218100	Irrigation Services	500.00		-	500.00	100%
20218200	Irrigation Supplies	500.00		-	500.00	100%
20218500	Permit Charges	3,000.00		-	3,000.00	100%

Account Number	Expenditure Account	Budgeted 2021/2022	Current Expenditures	Expenditures to Date	Funds Available	% Left
20219100	Electricity	500.00		-	500.00	100%
20219200	Natural Gas / LPG/ Fuel Oil	500.00		-	500.00	100%
20219300	Refuse Collection / Disposal Service	500.00		-	500.00	100%
20219500	Sewage Disposal Service	500.00		-	500.00	100%
20219700	Telephone Service	13,000.00	1,099.08	2,092.28	10,907.72	84%
20219800	Water	1,000.00		-	1,000.00	100%
20219900	Telephone System Maint.	500.00		-	500.00	100%
20220500	Automotive Maint. Service	500.00		-	500.00	100%
20220600	Automotive Maint. Supplies	500.00		-	500.00	100%
20221200	Construction Equip Maint Sup	500.00		-	500.00	100%
20222600	Expendable Tools	500.00		-	500.00	100%
20223600	Fuel & Lubricants	500.00		-	500.00	100%
20226100	Office Equip Maint Service	1,000.00		-	1,000.00	100%
20226200	Office Equip Maint Supplies	4,000.00	189.96	458.30	3,541.70	89%
20227500	Rents/Leases Equipment	500.00		-	500.00	100%
20228100	Shop Equip Maint Service	500.00		-	500.00	100%
20228200	Shop Equip Maint Supplies	500.00		-	500.00	100%
20229100	Other Equip Maint Service	500.00		-	500.00	100%
20229200	Other Equip Maint Supplies	500.00		-	500.00	100%
20231400	Clothing/Personal Supplies	2,000.00		-	2,000.00	100%
20232100	Custodial Services	1,000.00		-	1,000.00	100%
20232200	Custodial Supplies	1,000.00		-	1,000.00	100%
20244300	Medical Services	200.00		-	200.00	100%
20250500	Accounting Services	8,000.00		-	8,000.00	100%
20250700	Assessment/Collection Service	19,500.00		-	19,500.00	100%
20252500	Engineering Services	6,000.00		-	6,000.00	100%
20253100	Legal Services	20,000.00		-	20,000.00	100%
20256200	Transcribing Services	0.00		-	0.00	#DIV/0!
20257100	Security Services	5,000.00		285.00	4,715.00	94%
20259100	Other Professional Services	23,000.00		150.00	22,850.00	99%
20259101	Computer Consultants	8,300.00	530.00	530.00	7,770.00	94%
20281201	PC Hardware	8,000.00		-	8,000.00	100%
20281202	PC Software	8,000.00	290.00	290.00	7,710.00	96%
20281203	PC Supplies	2,000.00		-	2,000.00	100%
20281900	Elections	0.00		-	0.00	#DIV/0!
20285100	Recreational Services	170,000.00	13,264.95	21,924.60	148,075.40	87%
20285200	Recreational Supplies	37,000.00	3,034.08	4,748.46	32,251.54	87%
20289800	Other Operating Exp - Supplies	2,000.00		-	2,000.00	100%
20289900	Other Operating Exp - Services	2,000.00		-	2,000.00	100%
20291100	System Development Services	3,000.00	2,963.49	2,963.49	36.51	1%
20296200	GS Parking Charges	200.00	3.50	7.00	193.00	97%
	<b>SUB-TOTAL</b>	<b>529,150.00</b>	<b>25,117.59</b>	<b>86,435.66</b>	<b>442,714.34</b>	<b>84%</b>
<b>3000</b>	<b>OTHER CHARGES</b>					
30321000	Interest Expense	40,000.00	15,275.00	15,275.00	24,725.00	62%
30322000	Bond/Loan Redemption	112,000.00	19,429.93	19,429.93	92,570.07	83%
30345000	Taxes/Licenses/Assess Trans	1,600.00	74.50	74.50	1,525.50	95%
	<b>SUB-TOTAL</b>	<b>153,600.00</b>	<b>34,779.43</b>	<b>34,779.43</b>	<b>118,820.57</b>	<b>77%</b>

Account Number	Expenditure Account	Budgeted 2021/2022	Current Expenditures	Expenditures to Date	Funds Available	% Left
<b>4000</b>	<b>FIXED ASSETS</b>					
41410100	Land	10,000.00		-	10,000.00	
42420200	Struc. & Improvements	80,000.00		-	80,000.00	100%
43430300	Vehicles/Equipment	30,000.00		-	30,000.00	100%
	<b>SUB-TOTAL</b>	<b>120,000.00</b>	<b>-</b>	<b>-</b>	<b>120,000.00</b>	<b>100%</b>
<b>5000</b>	<b>INTERFUND CHARGES</b>					
50557100	Fingerprinting Service	2,800.00	64.00	64.00	2,736.00	98%
	<b>SUB-TOTAL</b>	<b>2,800.00</b>	<b>64.00</b>	<b>64.00</b>	<b>2,736.00</b>	<b>98%</b>
79790100	<i>Contingency Appropriations</i>	0.00		-	0.00	0%
	<i>Deposit into Reserves</i>	0.00		-	0.00	0%
	<b>GRAND TOTAL</b>	<b>2,709,550.00</b>	<b>237,797.44</b>	<b>548,680.77</b>	<b>2,160,869.23</b>	<b>80%</b>

**ORANGEVALE RECREATION AND PARK DISTRICT GENERAL FUND  
REVENUE STATEMENT  
FISCAL YEAR 2021/2022  
AUGUST 2021**

Account Number	Revenue Account	2021/2022 Budgeted Revenue	Realized This Period	Collection YTD Balance	YTD Uncollected Balance	% Collected
91910100	Prop. Taxes - Current Secured	1,473,077		0.00	1,473,077.00	0.00%
91910200	Prop. Taxes - Current Unsecured	54,400		0.00	54,400.00	0.00%
91910300	Supplemental Taxes Current	37,000		0.00	37,000.00	0.00%
91910400	Prop. Taxes Sec. Delinquent	12,605		0.00	12,605.00	0.00%
91910500	Prop. Taxes Supp. Delinq.	1,945		0.00	1,945.00	0.00%
91910600	Unitary Current Secured	14,246		0.00	14,246.00	0.00%
91910800	Prior Year Supple-Delinq	-		0.00	0.00	
91910900	Education Rev. Augment. Fund	-		0.00	0.00	
91911000	Prop. Tax - Sec. Delinq. Roll	-		0.00	0.00	
91912000	Prop. Tax - Sec. Redemption	109		0.00	109.00	
91913000	Prop. Tax Prior - Unsecured	1,105		0.00	1,105.00	0.00%
91914000	Penalty Costs - Prop. Tax	349		0.00	349.00	0.00%
91919900	Taxes - Other	-		0.00	0.00	
	<b><i>SUB-TOTAL TAXES 9100</i></b>	<b>1,594,836</b>	<b>0.00</b>	<b>0.00</b>	<b>1,594,836.00</b>	<b>0.00%</b>
94941000	Interest Income	14,000		0.00	14,000.00	0.00%
94942900	Building Rental Other	70,000	12,163.48	42,488.54	27,511.46	60.70%
94943900	Cell Tower Leases	48,500	3,861.60	7,723.20	40,776.80	15.92%
94944800	Rec.Concessions Final 9	21,000		0.00	21,000.00	0.00%
94945900	Other Vending Devices	-		0.00	0.00	#DIV/0!
94949000	Concessions - Other	-		0.00	0.00	
95952200	Homeowner Prop. Tax Relief	15,000		0.00	15,000.00	0.00%
95952900	In-Lieu Taxes	-		0.00	0.00	#DIV/0!
95956900	State Aid - Other Misc. Programs	-		0.00	0.00	
96963313	Miscellaneous Fees	1,000	803.73	803.73	196.27	80.37%
96964600	Recreation Service Charges	450,000	12,298.66	48,955.30	401,044.70	10.88%
96969700	Security Services	2,000	-92.00	352.00	1,648.00	17.60%
96969903	Sponsorships/Scholarships	-		0.00	0.00	
97973000	Donations & Contributions	1,700		0.00	1,700.00	
97973200	Recreation Contributions	-		0.00	0.00	
97973300	Orangevale Clubs	-		0.00	0.00	
97974000	Insurance Proceeds	1,600	67.39	372.81	1,227.19	23.30%
97979000	Revenue - Other	1,700	20.00	40.00	1,660.00	2.35%
	<b><i>SUB-TOTAL OTHER MISC. INCOME</i></b>	<b>626,500</b>	<b>29,122.86</b>	<b>100,735.58</b>	<b>525,764.42</b>	<b>16.08%</b>
	<b><i>TOTAL BUDGET AMOUNT</i></b>	<b>2,221,336</b>	<b>29,122.86</b>	<b>100,735.58</b>	<b>2,120,600.42</b>	<b>4.53%</b>

OLLAD EXPENDITURES  
FOR THE MONTH ENDING  
AUGUST 31, 2020

CLAIM #	ACCOUNT #	VENDOR	DESCRIPTION	AMOUNT
1906626322	20203500	SCP DISTRIBUTORS LLC	Education/Training Services	600.00
1906628071	20207603	AMERICAN RIVER ACE HARDWA	Keys	23.69
1906639252	20210300	NORTHERN CALIFORNIA INALL	Agricultural/Horticultural Supplies	337.50
1906628108	20211200	US BANK NATIONAL ASSOCIAT	Building Maintenance Supplies/Materials	66.37
1906628071	20211200	AMERICAN RIVER ACE HARDWA	Building Maintenance Supplies/Materials	77.52
				143.89
1906628108	20212200	US BANK NATIONAL ASSOCIAT	Chemical Supplies	81.28
1906626319	20212200	AQUA SOURCE INC	Chemical Supplies	4,894.64
1906626320	20212200	AQUA SOURCE INC	Chemical Supplies	4,509.98
1906639244	20212200	AQUA SOURCE INC	Chemical Supplies	4,509.98
1906639249	20212200	AQUA SOURCE INC	Chemical Supplies	254.57
				14,250.45
1906628108	20214200	US BANK NATIONAL ASSOCIAT	Land Improvement Maintenance Supplies	2,107.20
1906628071	20214200	AMERICAN RIVER ACE HARDWA	Land Improvement Maintenance Supplies	85.05
1906639290	20214200	LOWES BUSINESS ACCOUNT	Land Improvement Maintenance Supplies	74.61
1906639246	20214200	NIMBUS LANDSCAPING MATERI	Land Improvement Maintenance Supplies	205.68
				2,472.54
1906626322	20215200	SCP DISTRIBUTORS LLC	Mechanical Systems Maintenance Supplies	140.87
1906639290	20216800	LOWES BUSINESS ACCOUNT	Plumbing Maintenance Supplies	262.57
1906626965	20218200	SITEONE LANDSCAPE SUPPLY	Irrigation Supplies	2,761.88
1906628071	20218200	AMERICAN RIVER ACE HARDWA	Irrigation Supplies	159.65
				2,921.53
1906639264	20218500	COUNTY OF SACRAMENTO	Permit Charges	181.00
1906626314	20219100	SMUD	Electricity	8,915.10
1906627121	20219200	PACIFIC GAS AND ELECTRIC	Natural Gas/LPG/Fuel Oil	446.70
1906626312	20219300	ALLIED WASTE SERVICES OF	Refuse Collection/Disposal Services	1,862.07
1906626315	20219500	COUNTY OF SACRAMENTO	Sewage Disposal Services	374.36
1906629209	20219800	SAN JUAN WATER DISTRICT	Water	190.03
1906629208	20219800	SAN JUAN WATER DISTRICT	Water	272.19
1906628108	20219800	US BANK NATIONAL ASSOCIAT	Water	16.98
1906639242	20219800	ORANGEVALE WATER COMPANY	Water	10,049.10
				10,528.30
1906626964	20220500	NAZIR GROUP	Auto Maintenance Services	121.51
1906626968	20220600	RIEBES AUTO PARTS LLC	Auto Maintenance Supplies	277.97
1906639248	20220600	GENERAL PARTS DISTRIBUTIO	Auto Maintenance Supplies	561.82
				839.79
1906626031	20223600	FLEETCOR TECHNOLOGIES	Fuel/Lubricants	1,317.95
1906629202	20227500	GUY RENTS INC	Rent/Lease Equipment	238.81
1906639290	20228200	LOWES BUSINESS ACCOUNT	Shop Equipment Maintenance Supplies	74.36
1906639248	20228200	GENERAL PARTS DISTRIBUTIO	Shop Equipment Maintenance Supplies	15.07



**ORANGEVALE RECREATION AND PARK DISTRICT - OLLAD ASSESSMENT**  
**BUDGET EXPENDITURE DETAIL**  
**FISCAL YEAR 2021/2022**  
**AUGUST 2021**

Account Number	Expenditure Account	Budgeted 2021/2022	Current Expenditures	Expenditures to Date	Funds Available	% Left
<b>2000</b>	<b>SERVICES &amp; SUPPLIES</b>					
20203500	Education/Training Service	3,000.00	600.00	600.00	2,400.00	80%
20206100	Membership Dues	1,000.00		-	1,000.00	100%
20207600	Office Supplies	500.00		-	500.00	100%
20207602	Signs	1,000.00		-	1,000.00	100%
20207603	Keys	1,500.00	23.69	23.69	1,476.31	98%
20210300	Agricultural/Horticultural Service	12,000.00		-	12,000.00	100%
20210400	Agricultural/Horticultural Supply	13,000.00	337.50	337.50	12,662.50	97%
20211200	Building Maint. Supplies	9,000.00	143.89	889.48	8,110.52	90%
20212200	Chemicals	38,000.00	14,250.45	14,770.89	23,229.11	61%
20213100	Electrical Maint. Service	6,000.00		-	6,000.00	100%
20213200	Electrical Maint. Supplies	2,000.00		-	2,000.00	100%
20214100	Land Improv. Maint. Service	48,000.00		-	48,000.00	100%
20214200	Land Improv. Maint. Supplies	35,000.00	2,472.54	2,742.63	32,257.37	92%
20215100	Mechanical System Maint. Ser	9,500.00		-	9,500.00	100%
20215200	Mechanical System Maint. Sup	3,000.00	140.87	140.87	2,859.13	95%
20216200	Painting Supplies	1,500.00		-	1,500.00	100%
20216700	Plumbing Maint. Service	1,000.00		-	1,000.00	100%
20216800	Plumbing Maint. Supplies	3,500.00	262.57	434.94	3,065.06	88%
20218100	Irrigation Service	2,000.00	2,921.53	2,921.53	(921.53)	-46%
20218200	Irrigation Supplies	16,000.00		-	16,000.00	100%
20218500	Permit Charges	3,500.00	181.00	181.00	3,319.00	95%
20219100	Electricity	82,000.00	8,915.10	8,915.10	73,084.90	89%
20219200	Natural Gas / LPG/ Fuel Oil	28,000.00	446.70	446.70	27,553.30	98%
20219300	Refuse Collection / Disposal Service	24,000.00	1,862.07	1,862.07	22,137.93	92%
20219500	Sewage Disposal Service	13,500.00	374.36	1,444.09	12,055.91	89%
20219700	Telephone System	2,000.00		-	2,000.00	100%
20219800	Water	58,000.00	10,528.30	10,528.30	47,471.70	82%
20219900	Telephone System Maintenance	2,000.00		1,332.00	668.00	33%
20220500	Auto Maintenance Service	5,000.00	121.51	141.51	4,858.49	97%
20220600	Auto Maintenance Supplies	5,500.00	839.79	939.74	4,560.26	83%
20221200	Construction Equip. Maint. Sup.	500.00		-	500.00	100%
20222600	Expendable Tools	3,500.00		-	3,500.00	100%
20223600	Fuel & Lubricants	17,000.00	1,317.95	1,317.95	15,682.05	92%
20227500	Rent/Lease Equipment	5,000.00	238.81	401.51	4,598.49	92%
20228100	Shop Equip. Maint. Service	1,500.00		115.00	1,385.00	92%
20228200	Shop Equip. Maint. Supplies	8,000.00	142.28	395.46	7,604.54	95%
20229100	Other Equip. Maint. Service	2,000.00	471.91	471.91	1,528.09	76%
20229200	Other Equip. Maint. Supplies	3,500.00		-	3,500.00	100%
20231400	Clothing/Personal Supplies	3,500.00	513.03	513.03	2,986.97	85%
20232100	Custodial Service	0.00		-	0.00	#DIV/0!
20232200	Custodial Supplies	20,000.00	2,873.58	2,873.58	17,126.42	86%
20250500	Accounting Services	3,000.00		-	3,000.00	100%
20252500	Engineering Services	15,000.00		2,000.00	13,000.00	87%
20253100	Legal Services	10,000.00		-	10,000.00	100%
20257100	Security Services	23,000.00	795.00	2,550.00	20,450.00	89%
20259100	Other Professional Services	38,000.00	169.00	338.00	37,662.00	99%
20289800	Other Operating Expenses Sup.	3,000.00		-	3,000.00	100%
	<b>SUB-TOTAL</b>	<b>586,500.00</b>	<b>50,943.43</b>	<b>59,628.48</b>	<b>526,871.52</b>	<b>90%</b>

Account Number	Expenditure Account	Budgeted 2021/2022	Current Expenditures	Expenditures to Date	Funds Available	% Left
<b>3000</b>	<b>OTHER CHARGES</b>					
30321000	Interest Expense	0.00		-	0.00	0%
30322000	Bond/Loan Redemption	0.00		-	0.00	0%
30345000	Taxes/Licenses/Assess Trans	1,300.00		-	1,300.00	100%
	<b>SUB-TOTAL</b>	<b>1,300.00</b>	<b>-</b>	<b>-</b>	<b>1,300.00</b>	<b>100%</b>
<b>4000</b>	<b>FIXED ASSETS</b>					
42420200	Struc. & Improvements	227,438.00		-	227,438.00	0%
43430300	Equipment	0.00		-	0.00	0%
	<b>SUB-TOTAL</b>	<b>227,438.00</b>	<b>-</b>	<b>-</b>	<b>227,438.00</b>	<b>0%</b>
	<b>GRAND TOTAL</b>	<b>815,238.00</b>	<b>50,943.43</b>	<b>59,628.48</b>	<b>755,609.52</b>	<b>93%</b>





**ORANGEVALE RECREATION AND PARK DISTRICT - KENENTH GROVE ASSESSMENT**  
**BUDGET EXPENDITURE DETAIL**  
**FISCAL YEAR 2021/2022**  
**AUGUST 2021**

Account Number	Expenditure Account	Budgeted 2021/2022	Current Expenditures	Expenditures to Date	Funds Available	% Left
<b>2000</b>	<b>SERVICES &amp; SUPPLIES</b>					
20200500	Advertise/Legal Notices	500.00		-	500.00	100%
20207600	Office Supplies	100.00		-	100.00	100%
20207602	Signs	48.00		-	48.00	100%
20210300	Agricultural/Horticultural Service	500.00		-	500.00	100%
20219800	Water	800.00	78.11	78.11	721.89	90%
20223600	Fuel & Lubricants	766.00	214.55	214.55	551.45	72%
20250500	Accounting Services	600.00		-	600.00	100%
20252500	Engineering Services	1,000.00		1,000.00	0.00	0%
20253100	Legal Services	100.00		-	100.00	100%
20256200	Transcribing Services	0.00		-	0.00	#DIV/0!
20259100	Other Professional Services	500.00		-	500.00	100%
20289900	Other Operating Exp - Services	300.00		-	300.00	100%
20291500	COMPASS Costs	300.00		-	300.00	100%
20296200	GS Parking Charges	0.00		-	0.00	#DIV/0!
	<b>SUB-TOTAL</b>	<b>5,514.00</b>	<b>292.66</b>	<b>1,292.66</b>	<b>4,221.34</b>	<b>77%</b>
<b>4000</b>	<b>FIXED ASSETS</b>					
42420200	Struc. & Improvements	0.00		-	0.00	0%
	<b>SUB-TOTAL</b>	<b>0.00</b>	<b>-</b>	<b>-</b>	<b>0.00</b>	<b>0%</b>
	<b>GRAND TOTAL</b>	<b>5,514.00</b>	<b>292.66</b>	<b>1,292.66</b>	<b>4,221.34</b>	<b>77%</b>

# STAFF REPORT



DATE: 9-9-21

TO: Board of Directors

FROM: Barry Ross, District Administrator

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

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## ADMINISTRATION

- On August 1, Administrator Ross attended a meeting at C-Bar-C Park in Citrus Heights with City staff, officials, the Sunrise District Administrator, and United States Representative Ami Bera. The City of Citrus Heights is a strong contender for a \$1.1M grant for the Arcade Cripple Creek Trail project, and the grant would be from the federal government through the Transportation and Infrastructure Member Designated Funding.
- On August 4, Administrator Ross and Superintendent Oropeza walked Sundance and Orangevale Community Park to identify potential projects for the California Conservation Corps this coming fall/winter.
- On August 12, Michelle Gable of Aquatic Design Group visited our swimming pool to inspect the large crack, but also to inspect the surrounding deck, buildings, signage, and the operating equipment (filtration, heater, pump, chemical, etc). Administrator Ross, Superintendent Oropeza, Supervisor Bain, and Foreman Fuhlrodt were in attendance to provide access and to answer her questions.
- During the week of August 17-20, Sierra National Construction completed the overflow parking lot at Disc Golf. The lot material is aggregate based gravel. The bollards along Hazel Ave. were also replaced by moss boulders.
- On August 18, Administrator Ross met with Peter Larimer of MTW Group to discuss plans for a driveway connecting the upper parking lot at the Community Center to the existing parking lot behind the new property. This is the primary future project planned with Prop 68 Per Capita grant funding. Joining us was a road engineer. Mr. Larimer plans to have a detailed cost estimate for the project to us in early September. This will be needed for our Prop 68 application and will determine if there are other projects we may include with the funding.
- On August 23, Administrator Ross, Superintendent Oropeza, and Supervisor Bain had a Zoom meeting with Aquatic Design Group representatives Michelle Gable and Dennis Birkshire. The report from their visit was not complete, but they wanted to discuss our options for the large crack, providing helpful descriptive details. The report, which is expected to be ready in early September, will include these options with cost estimates. Soon after receiving the report we will want to call a Special Board Meeting to review the options and try to make a decision on our course of action.
- On August 25, Administrator Ross did a job shadowing with Park Superintendent Horacio Oropeza. The work for the day included reviewing filing at the shop, vehicle maintenance and repair priorities, reviewing the overflow parking project at Disc Golf, looking at fallen trees at Community Park and planning how to remove them, and discussing upcoming projects. Admin Ross intends to spend one day shadowing each of the full-time staff during the remainder of 2021. The purpose is to get to know staff better, have a greater appreciation and understanding for the jobs they do, and see if there are opportunities for greater efficiencies.
- On August 30, Administrator Ross had a Zoom meeting with David Dickerson of Village Creative to update our website. The Parks Masterplan is now viewable on our website.

**RECREATION**

<b>August</b>	<b>Enrollment</b>	<b>Attendance</b>	<b>Gross Revenue</b>
<b>Aquatics</b>			
Full Moon & Sunset Paddle	1		\$ 64.00
Learn to Kayak	1		\$ 71.00
<b>Aquatics Total</b>	<b>2</b>		<b>\$ 135.00</b>
<b>Classes</b>			
Aikido - Teen/Adult	8		\$ 1,284.00
Aikido - Youth	9		\$ 507.00
All Sorts of Sports Camp	12		\$ 1,821.00
Babysitting CPR	7		\$ 274.00
Ballet - Baby	6		\$ 252.00
Ballet - Pre	4		\$ 171.00
Basketball - Pee Wee	9		\$ 525.00
Basketball - Top Notch Camp 3-5	11		\$ 1,568.00
Basketball - Top Notch Camp 6-8	10		\$ 1,284.00
Basketball - Top Notch Camp 9-12	4		\$ 577.00
Basketball - Top Notch Training 3-5	12		\$ 1,230.00
Basketball - Top Notch Training 6-8	5		\$ 516.00
Basketball - Top Notch Girls 3-5	5		\$ 294.00
Basketball - Top Notch Girls 6-8	5		\$ 294.00
Child and Babysitting Safety	3		\$ 186.00
Internet Drivers Education	6		\$ 186.00
Karate - Preschool	1		\$ 105.00
Karate - Shotokan Grange	5		\$ 690.00
Kids Night Out	20		\$ 509.00
Pediatric CPR & First Aid	2		\$ 164.00
Summer Art Series 6-10yrs	12		\$ 249.00
Summer Art Series 11-15yrs	14		\$ 289.00
Twirl Sport Tumbling Intermediate	9		\$ 489.00
Zumbini	4		\$ 154.00
<b>Classes Sub Total</b>	<b>183</b>	<b>0</b>	<b>\$ 13,618.00</b>
<b>Day Camp</b>			
Rec'ing Crew Session 8	67		\$ 11,271.00
<b>Day Camp Sub Total</b>	<b>67</b>	<b>0</b>	<b>\$ 11,271.00</b>
<b>SENIORS</b>			
Bridge	40		
<b>Seniors Sub Total</b>	<b>40</b>	<b>0</b>	<b>\$ -</b>
<b>Trips</b>			
Discover South Dakota	1		\$ 3,248.00
<b>Trips Sub Total</b>	<b>1</b>	<b>0</b>	<b>\$ 3,248.00</b>
<b>GRAND TOTAL</b>	<b>293</b>	<b>0</b>	<b>\$ 28,272.00</b>

**August Gross Revenue Recap** – Budget information was not available in time for the August report.

**Summer Program Highlights**

- Swim lessons had 1,034 participants; most classes were full.
- Day camp had 600 campers this year utilizing the new buildings for the first time.
- Youth sports came back in a big way with 497 participants.
- The Wiggles & Giggles preschool camp was so popular that we added an afternoon program. The morning and afternoon programs attracted 170 children.
- Collette Trips is back and in our first presentation we had six people sign up for trips.
- Orangevale residents began receiving the Fall 2021 Activity Guide in the mail on August 25.

## **PARKS**

### **Park Infrastructure**

#### **All Parks**

- Staff continues to do monthly playground inspections and makes repairs on site as needed.
- Staff continues to take care of the pool maintenance.
- Staff replaced the swings at Orangevale Community Park.
- Staff replaced a door lock in the women's restroom at the swimming pool.
- Staff filled several uneven surfaces at Palisades, Pecan and Community Park soccer fields.
- Staff worked with Golden Air in fixing the AC unit at the Community Center. The control board was replaced.

#### **Mechanics**

- Staff repaired the chipper by installing a new spacer wedge plate. The wedge plate is used to adjust the size of the wood chips. Staff also replaced the hydraulic filter and conducted an oil flush.
- Staff welded a broken bracket on the Chevy 2500 dump bed.
- Staff replaced the belt on the Kubota ZD331 trim mower.
- A tune-up was done on the Chevy 2500 dump truck.

#### **Park Irrigation**

- Staff replaced 1 irrigation valve at Community Park Horse Arena.
- Staff repaired 3 broken lateral lines at Pecan, Coleman, and Almond Parks.
- Staff replaced 20 sprinklers at various parks of the District.
- Staff reset 15+ crooked sprinklers at various parks of the District.

#### **Park Grounds**

- Staff continues ongoing maintenance at all parks (restrooms, trash, mowing, edging, & blowing).
- Staff spot sprayed for weeds at several parks in the District.
- Staff repaired 40ft of fence at Orangevale Community Park
- Staff removed graffiti from Pecan and Orangevale Community Park.
- Staff pruned several trees at Palisades and Orangevale Community Park.

#### **Other Reports**

- Staff worked with Sierra National Construction in the preparation of the area to install aggregate base gravel at the Disk Golf overflow parking lot.
- Staff had a pool inspection and took care of some of the corrective items mentioned during the inspection.
- Staff worked with Orangevale - Fair Oaks little league in making repairs and improvements to the Youth Center baseball field. We had two workdays where we marked and edged the field. We also added 12 yards of ball field mix.

**Fulton-El Camino Park District Police Department**  
**Monthly activity report for: Orangevale Recreation and Park District**  
**Reporting Period: 2021-08-01 to 2021-08-31**

**Almond Park**

No issues to report.

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**Norma Hamlin Park**

No issues to report.

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**Off Property**

**Notice To Appear Issued**

1) Date/Time: 2021-08-01 02:13

Violation 1: 26708 CVC tinted windows, Severity: Inf

**Notes:**

2) Date/Time: 2021-08-20 15:18

Violation 1: 21453(a) CVC Red Light Violation, Severity: Inf

Violation 2: 11350(a) HS Possession of narcotic controlled substance, Severity: Mis

Violation 3: 11364 HS Paraphernalia, Severity: Mis

Violation 4: 1203.2 PC Violation of Probation, Severity: Mis

**Notes:**

3) Date/Time: 2021-08-20 21:11

Violation 1: 148(a)(1) PC Resist, Delay, Obstruct a Peace Officer, Severity: Mis

**Notes:** Assisted SSO w/the unit fighting. Subject arrested for PC 148(a)(1)

**D.U.I Arrests**

1) Date/Time: 2021-08-22 01:10

DUI Type: Alcohol B.A.C: .13

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**OV Community Center**

No issues to report.

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**OV Community Park**

No issues to report.

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**OV Community Park (Disc Golf)**

No issues to report.

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**Palisades Park**

No issues to report.

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**Pecan Park**

No issues to report.

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**Sundance Nature Area**

No issues to report.

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**Youth Center Park**

**Notice To Appear Issued**

No issues to report.

# Disc Golf Overflow Parking Lot







# STAFF REPORT



DATE: 9-9-21

TO: Board of Directors

FROM: Barry Ross, District Administrator

**SUBJECT: A MOBILE SKATEBOARD PROGRAM TO SERVE ORANGEVALE YOUTH**

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## **INFORMATIONAL**

Sean LaTour-Jarquin is the Founder and Co-Executive Director of Project Lifelong, a Sacramento area organization that focuses on providing unique and experience-based programming for youth. The mission is to help empower futures, instill leadership skills, and create greater opportunities for lifelong success, good health, and well-being.

Sean and Project Lifelong has a history of success with mobile skateboard programs. There has been some expressed interest among Orangevale youth and their parents to provide skateboarding opportunities here locally. It is in the District's Parks Master Plan to install a skateboard park within the new property of the Community Center Park. In addition to meeting the needs of today's youth, this mobile skateboard program will help generate interest in a new skateboard park.

Sean is here tonight to share his vision and to provide some background and to discuss related logistics including a timeline, location, funding, and partnerships.

# STAFF REPORT



DATE: 9-9-21

TO: Board of Directors

FROM: Barry Ross, District Administrator

**SUBJECT: FUTURE FUNDING OPTIONS FOR THE DISTRICT TO HELP REACH OUR GOALS SET IN THE PARKS MASTER PLAN OF 2020**

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## **RECOMMENDATION**

Discuss future funding options for the District that can help reach our goals set in the Parks Master Plan of 2020. Schedule future committee meetings and board meetings to help steer us towards the best options.

## **BACKGROUND**

The District has a well-conceived and designed Parks Master Plan that was finished in 2020. The District had begun researching is options for future funding. The COVID-19 pandemic caused the District to pause and determine the related human and fiscal impacts. Because some funding options will require specific timelines, it would be beneficial to begin discussions and planning within the next three months.

## **DISCUSSION ITEMS**

We will want to determine which standing committees should meet on this matter (i.e. Planning, Finance, Maintenance, Ad Hoc?). We will want to discuss specific funding options (i.e. General Obligation Bond, Assessment District). There are timelines related to each option.

# STAFF REPORT



DATE: 9-9-21

TO: Board of Directors

FROM: Barry Ross, District Administrator

**SUBJECT: APPROVAL OF RECREATIONAL MULTI-USE TRAIL EASEMENTS TO ALLOW THE CITY OF CITRUS HEIGHTS TO ENTER AND CONSTRUCT THE ARCADE CRIPPLE CREEK TRAIL ON IDENTIFIED AND SPECIFIED DISTRICT PROPERTY.**

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## **RECOMMENDATION**

Approve of Recreational Multi-Use Trail Easements to allow the City of Citrus Heights to enter and construct the Arcade Cripple Creek Trail on identified and specified District property.

## **BACKGROUND**

The Orangevale Recreation & Park District (District) has been a committed partner in the Arcade Cripple Creek Trail project with the City of Citrus Heights (City) since the City applied for grant funding with the State of California Department of Transportation (DOT) in 2016. The City understood the partnerships with the District and other agencies included permission to enter and construct. The City was recently informed by DOT that they needed formalized easements from the partner agencies by early October in order for the grant funding to be released to them for the project. The District properties that would require easements are: Sundance Nature Area, Streng Open Space, and three small parcels that the District has purchased from homeowners on Drywood Way (1) and Escallonia Drive (2). The District is nearing the closing of the purchase of one more parcel on Escallonia Drive which would also require an easement. Admin Ross is working with City staff and Interwest Real Estate Services to create the specific easements needed. Admin Ross will have the easements reviewed by legal counsel for approval.

## **RECOMMENDED MOTION**

I move the Board directs Administrator Ross to finalize the Recreational Multi-Use Trail Easements to allow the City of Citrus Heights to enter and construct the Arcade Cripple Creek Trail on identified and specified District property, and to have those easements reviewed by legal counsel for approval before signing and executing the easements. Legal cost are approved up to \$5,000.

# STAFF REPORT



DATE: 9-9-21

TO: Board of Directors

FROM: Barry Ross, District Administrator

**SUBJECT: A LETTER MAILED TO THE STATE OF CALIFORNIA DEPARTMENT OF TRANSPORTATION BY THE DISTRICT ON BEHALF OF A RESIDENT AND NEIGHBORS NEAR THE SUNDANCE NATURE AREA**

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## **INFORMATIONAL**

At the July 8, 2021 Board of Directors meeting, resident Peg Pinard asked for the Board's approval to send a letter to Admin Ross and to have Admin Ross forward that letter to CalTrans/Department of Transportation. The Board agreed to that request. Peg Pinard has expressed several concerns about the Arcade Cripple Creek Trail project, and wanted an opportunity to deliver those concerns ahead of any future opportunities for public input.

The letter from the residents was sent as an email attachment on Thursday, August 26 from Admin Ross. The letter was emailed to Teresa McWilliam, Ted Davini, and Laurie Waters, who are all Advisors on the Active Transportation Program with the Department of Transportation. The ATP is the body that works directly with the grant application and funding for the Arcade Cripple Creek Trail.

# STAFF REPORT



DATE: 9-9-21

TO: Board of Directors

FROM: Barry Ross, District Administrator

**SUBJECT: APPROVAL OF DISTRICT STAFF TO RESEARCH THE FEASIBILITY OF PROVIDING VEHICLE CHARGING STATIONS IN DISTRICT PARKING LOTS**

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## **RECOMMENDATION**

Approval of District staff to research the feasibility of providing vehicle charging stations in District parking lots.

## **BACKGROUND**

A District resident has recently inquired about the District's intentions of providing vehicle charging stations in our parking lots. They are becoming more common in parking lots of private businesses and public/government facilities. With the increasing popularity of electric vehicles, and the proposed future phasing out of gas-powered vehicles, providing vehicle charging stations within our District seems like an appropriate course of action.

## **RECOMMENDED MOTION**

I move the Board District staff to research the feasibility of providing vehicle charging stations in District parking lots, and to report findings at a future Board of Directors meeting by March, 2022.