

ORANGEVALE RECREATION & PARK DISTRICT

Minutes of Meeting of Board of Directors August 17, 2023

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on August 17, 2023, at the District Office. Director Stickney called the meeting to order at 6:30 p.m.

Directors present: Stickney, Meraz, Brunberg, Montes, Presinal
Directors absent: None
Staff present: Barry Ross, District Administrator
Jennifer Von Aesch, Finance/HR 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 Stickney, seconded by Director Brunberg, the agenda was approved by a vote of 5-0-0 with Directors Stickney, Presinal, Brunberg, Meraz, and Montes voting Aye. There were no Nays or Abstentions.

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

6. **MINUTES**
MOTION #2
 - a) Approval of Minutes of July 20, 2023 (pg. 1-12): On a motion by Director Brunberg seconded by Director Stickney, the minutes were approved by a vote of 4-0-1 with Directors Stickney, Meraz, Brunberg, and Presinal, voting Aye. There were no Nays. Director Montes abstained.

7. **CORRESPONDENCE**
 - a) Ads in the July 14 & 28 issues of the Orangevale View to promote upcoming programs (pg. 13-14):
 - b) An article in the July 14 issue of the Orangevale View promoting the opening of the Orangevale History Museum located within the Orangevale Community Center Park (pg. 15):
 - c) An article in the July 14 issue of the Orangevale View from the Orangevale History Project that describes the development and early years of Orangevale Community Park (pg. 16):
 - d) Ads in the July 28 issue of the Orangevale View that promote Bow Wow Days at Orangevale Community Park on September 23, and the Aging Well symposium and resource fair being held at the Community Center on October 7 (pg. 17):

**8. CONSENT
CALENDAR**

MOTION #3

- a) On a motion by Director Brunberg, seconded by Director Stickney, the consent calendar was approved by a vote of 4-0-1 with Directors Stickney, Presinal, Brunberg, and Meraz voting Aye. There were no Nays. Director Montes abstained.

**8.1. CONSENT
MATTERS
GENERAL FUND**

- a) Ratification of Claims for Period 13 2023 (pg. 18-19)
b) Budget Status Report for Period 13 2023(pg. 20-22)
c) Revenue Report for Period 13 2023 (pg. 23)
d) Ratification of Claims for July 2023 (pg. 24)
e) Budget Status Report for July 2023 (pg. 25-27)
f) Revenue Report for July 2023 (pg. 28)

**8.2. OLLAD
CONSENT
MATTERS**

- a) Ratification of Claims for Period 13 2023 (pg. 29)
b) Budget Status Report for Period 13 2023 (pg. 30-31)
c) Ratification of Claims for July 2023 (pg. 32-33)
d) Budget Status Report for July 2023 (pg. 34-35)

**8.3. KENNETH GROVE
CONSENT
MATTERS**

- a) Ratification of Claims for Period 13 2023 (pg. 36)
b) Budget Status Report for Period 13 2023 (pg. 37)
c) Ratification of Claims for July 2023 (pg. 38)
d) Budget Status Report for July 2023 (pg. 39)

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

- a) Ratification of Claims for Period 13 2023 (pg. 40)
On a motion by Director Brunberg, seconded by Director Stickney, the Non-Consent Ratification of Claims for Period 13 2023 was approved by a vote of 4-0-1 with Directors Meraz, Brunberg, Presinal, and Stickney voting Aye. There were no Nays. Director Montes abstained.

**10. STANDING
COMMITTEE
REPORTS**

- a) Administration and Finance: No report.
b) Maintenance and Operation: No report.
c) Recreation Committee: This committee met on August 11 at 2:45pm at the Community Center. The meeting recap notes will be provided at the September 21 Board of Directors meeting.
d) Personnel & Policy: No report. A meeting is to be scheduled in hopes to meet by September 7.
e) Government: No report. A meeting is to be scheduled in hopes to meet before the October Board meeting.
f) Planning Committee: This committee met on July 13 at 4:00pm at the Community Center. See the meeting recap (pg. 41-44)
g) Trails Committee: Trails Committee: This committee met on July 14 at 10:00am at the Community Center. See the meeting recap (pg. 45-47)

- h) Ad Hoc: No report. A committee is to be formed for the recruitment of a District Administrator with a meeting to be scheduled by mid-September. Director Stickney nominated Directors Meraz and Presinal to serve on this committee, and they accepted.

11. ADMINISTRATOR'S REPORT

- a) Monthly Activity Report – July 2023 (pg. 48-51): Recreation Supervisor Jason Bain provided highlights of summer programs and participation at OVparks. The Orangevale TigerSharks swim team won their fourth consecutive VFCAL title in a championship meet that included 8 teams and 736 swimmers. They then competed in the Meet of Champions at Vista Del Lago High School in Folsom where 48 teams and 1,300 swimmers competed. The TigerSharks took 1st place in the small teams category. Supervisor Bain showed the championship trophy to the Board.

Summer participation numbers were impressive. 1,026 children enrolled in swim lessons. 694 children enrolled in the Rec'ing Crew summer camp program. 115 children enrolled in the Wiggles & Giggles summer preschool program. 16 children enrolled in the one-week Lego camp. 615 enrolled in various adult and youth sports and fitness classes. 583 enrolled in various other adult and teen programs.

Director Brunberg congratulated staff on this success and mentioned how she has heard about significant demographic changes from 2011 through 2023. She requested that staff provide a comparison in OVparks program offerings and attendance from 2011 and 2023.

Admin Ross provided the Parks report in the absence of Superintendent Oropeza. Staff worked closely with a group of about 70 volunteers from the Church of Latter Day Saints to install a new keystone retaining wall at the practice basket area of the Shady Oaks Disc Golf course. Staff removed the old wooden retaining wall, graded and compacted the ground in preparation for the new keystone bricks. Staff also ordered the bricks, gravel, and wood chips for the job. The volunteers completed the keystone construction of the wall on August 5. Staff has nearly completed the finishing details of the project. This project improves the aesthetics, safety, and functionality of this facility.

The large-area Toro mower is in the shop for repair for an electrical problem. The mower has been out of use for a week and is expected to take about another week to get it back from the shop. In the meantime, all mowing is being done with the two smaller rider mowers.

Admin Ross advised that the FEC Police report was light for the month of July. There have been some recent incidents of people illegally entering the pool area, which is fenced and locked, and swimming in the pool. On two occasions there were groups of three juveniles, and on one occasion there were two homeless adults. These people were confronted by staff, directed to leave, and warned that the police would be notified, and they would be cited if they come back.

12. UNFINISHED BUSINESS

None discussed.

13. NEW BUSINESS

- a) Approval of the Agreement with Jennifer Claassen of Clipped In Races to Rent Orangevale Community Park for a Sacramento Cyclocross Event on October 13-14, 2023 (pg. 52-71):
Jennifer Claassen, with Clipped In Races, approached the District about renting the Orangevale Community Park for a Sacramento Cyclocross event for up to 500 people on Saturday, October 14, 2023. The group will set-up the day before, on October 13, 2023, 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 4pm with clean-up lasting until 8pm. This 2-day permit will not conflict with soccer. OVparks has approved this event in 2013, 2014, 2015, 2018, 2019, 2021, and 2022. The 2022 rental fees for this event totaled \$733. The 2023 rental fees are \$770 which reflects the 5% fee increases for special events in 2023.

MOTION #4

On a motion by Director Brunberg, seconded by Director Montes, the agreement with Jennifer Claassen of Clipped In Races to rent Orangevale Community Park for a Sacramento Cyclocross event on October 13-14, 2023, was approved by a vote of 4-0-1 with Directors Montes, Meraz, Brunberg, and Presinal voting Aye. There were no Nays. Director Stickney abstained.

- b) Public Hearing: Approval of Resolution 23-08-710, Resolution Adopting the Orangevale Recreation & Park District General Fund Final Budget for Fiscal Year 2023/24 (pg. 72-92):
Director Stickney opened and closed the public hearing with no one wishing to address the Board regarding this issue.

MOTION #5

On a motion by Director Montes, seconded by Director Brunberg, the Resolution 23-08-710, Resolution Adopting the Orangevale Recreation and Park District General Fund Final Budget for Fiscal Year 2023/24 was approved by a vote of 5-0-0

with Directors Stickney, Brunberg, Presinal, Meraz, and Montes voting Aye. There were no Nays or Abstentions.

- c) Public Hearing: Approval of Resolution 23-08-711, Resolution Adopting the Orangevale Landscaping and Lighting Assessment District Final Budget for Fiscal Year 2023/24 (pg. 93-99):
Director Stickney opened and closed the public hearing with no one wishing to address the Board regarding this issue.

MOTION #6

On a motion by Director Brunberg, seconded by Director Montes, the Approval of Resolution 23-08-711, Resolution Adopting the Orangevale Landscaping and Lighting Assessment District Final Budget for Fiscal Year 2023/24 was approved by a vote of 5-0-0 with Directors Stickney, Presinal, Montes, Meraz, and Brunberg voting Aye. There were no Nays or Abstentions.

- d) Public Hearing: Approval of Resolution 23-08-712, Resolution Adopting the Kenneth Grove Landscaping and Lighting Assessment District Final Budget for Fiscal Year 2023/24 (pg. 100-104):
Director Stickney opened and closed the public hearing with no one wishing to address the Board regarding this issue.

MOTION #7

On a motion by Director Brunberg, seconded by Director Montes, the Resolution 23-08-712, Resolution Adopting the Kenneth Grove Landscaping and Lighting Assessment District Final Budget for Fiscal Year 2023/24 was approved by a vote of 5-0-0 with Directors Stickney, Brunberg, Presinal, Meraz, and Montes voting Aye. There were no Nays or Abstentions.

- e) Approval of Resolution 23-08-713, Resolution Approving the Revision of the District's Reserve Designations in Accordance with GASB 54 (pg. 105-110):

MOTION #8

On a motion by Director Brunberg, seconded by Director Montes, the Resolution 23-08-713, Resolution Approving the Revision of the District's Reserve Designations in Accordance with GASB 54 was approved by a vote of 5-0-0 with Directors Stickney, Brunberg, Presinal, Meraz, and Montes voting Aye. There were no Nays or Abstentions.

- f) Proposed Holiday Closure Schedule for the Community Center (pg. 111):

Due to low customer traffic along with high levels of staff vacations, the District closes the Community Center for the holidays for about two weeks each year. This is also a time when extra building maintenance is addressed. The Community Center would be closed from December 18, 2023, through January 1, 2024, and would re-open for business on Tuesday, January 2.

MOTION #9

On a motion by Director Brunberg, seconded by Director Montes, the proposed holiday closure schedule for the Community Center was approved by a vote of 5-0-0 with Directors Stickney, Brunberg, Presinal, Meraz, and Montes voting Aye. There were no Nays or Abstentions.

- g) District Accomplishments in Fiscal Year 2022/23 (pg. 112-113):
Admin Ross acknowledged the extensive list of significant District accomplishments made possible by the efforts of the Board and staff during the fiscal year that ended June 30, 2023.
- h) Swimming Pool project timeline and update (pg. 114):
Admin Ross advised that the agreement with Burkett's Pool Plastering was fully executed on August 16, and that Burkett's has been highly responsive in addressing steps needed in advance of construction. The project was registered with the Department of Industrial Relations on August 16. Burkett's in gathering information needed to secure County permits, which include pump readings and drawings related to drains and drain covers. Burkett's said they expect to be ready to break ground by September 18. The 1"x1" speckled tile for the project requires a two-month lead time to order. Burkett's ordered that tile around August 7. This will not have much of a delay on the project if any.
- i) Driveway/Trail project timeline and update (pg. 115):
The District and MTW Group are working on our third submittal for permits with the County Planning Department. The County is now requiring the District to submit topographical drawings that show the precise borders of the four parcels that the driveway project intersects. The project engineer was onsite last week to verify boundaries and expects to have surveyors finalize the work this week. He expects to have the drawings ready for submittal by the end of August. The County is also requiring the District to submit a security bond in the amount of \$19,500 because this is considered a "Frontage Project" due to its proximity to Hazel Ave. Superintendent Von Aesch has secured the bond which is ready to be submitted to the County when the drawings are complete. The District received confirmation from State Parks that extensions will be granted for projects that cannot be completed by December 31, 2023. A Prop 68 sign is required for posting during construction and up to four years completion. That sign is being drafted and will be ready before construction begins.

Admin Ross advised that the District expects to have a response back from the County by around mid-September. Director Stickney requested that the District have the bid packet prepared so we can advertise the project once we receive the permit from the County. The Board advised that staff promote our new and improved facilities to our community.

- j) Arcade Cripple Creek Trail project update (verbal):
Admin Ross advised that the Woodmore Oaks corridor of the trail (near 7-Eleven) has been paved, but not yet sealed or striped. There has also been good progress on the crosswalk on Woodmore Oak. The contractors have completed the fencing of the four properties within the corridor. At Strengh Park, the trail has been paved, but not yet sealed or striped. Good progress has been made on the crosswalk on Strengh Ave. At Sundance Park little has been done on the trail from Highwood Way to the bridge. The trail from Fair Oaks Blvd. to 150' short of the bridge has been cleared, graded, and the aggregate base has been added. We are still unsure when the bridge will be installed. The bridge is being built in the eastern United States and is expected to be delivered in early October. If the bridge can't be installed in October, then it will need to be postponed until April due to a mandatory moratorium on creek work. The District anticipates a delay in this section of the project until April.

14. DIRECTOR AND STAFF COMMENTS

Directors Montes and Brunberg expressed how they liked the list of District accomplishments and would like to see this annually at the July or August Board meeting.

Director Meraz mentioned how the Hot Dog Hoe Down on August 4 was a fun and positive event even though the attendance was relatively small. This was the first time this event has been offered since 2019 (before the COVID pandemic). It may take a couple of years to grow the attendance to where it was.

Director Stickney mentioned that our parks look very good, and he thanked the staff for their efforts.

15. ITEMS FOR NEXT AGENDA

- a) Cell Tower Update
- b) Juneteenth Holiday
- c) Committee reports
- d) New Funding Options

16. ADJOURNMENT

MOTION #10

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 7:37 p.m. On a motion by Director Brunberg, seconded by Director Montes, the adjournment was approved by a vote of 5-0-0 with Directors Stickney, Presinal, Brunberg, Meraz, and Montes voting Aye. There were no Nays or Abstentions.

Mike Stickney, Chairperson