

# ORANGEVALE RECREATION & PARK DISTRICT

## Minutes of Meeting of Board of Directors April 14, 2022

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on April 14, 2022, at the District Office. Director Stickney called the meeting to order at 6:30 p.m.

Directors present: Stickney, Swenson, Meraz, Brunberg,  
Directors absent: Montes (arrived 6:32 p.m.)  
Staff present: Barry Ross, District Administrator  
Jennifer Von Aesch, Finance/HR Superintendent  
Horacio Oropeza, Park Superintendent  
Jason Bain, Recreation Supervisor

3. **PLEDGE OF ALLEGIANCE** The Pledge of Allegiance was conducted.
4. **APPROVAL OF AGENDA**  
**MOTION #1** On a motion by Director 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 the Special Meeting of March 3, 2022 (pg. 1-2):**  
On a motion by Director Brunberg seconded by Director Montes, the minutes were approved by a vote of 5-0-0 with Directors Stickney, Swenson, Meraz, Brunberg, & Montes voting Aye. There were no Nays or Abstentions.  
**MOTION #3** b) **Approval of Minutes of the Regular Meeting of March 17, 2022 (pg. 3-13):**  
On a motion by Director Meraz seconded by Director Brunberg, the minutes were approved by a vote of 4-0-1 with Directors Stickney, Meraz, Brunberg, & Montes voting Aye. There were no Nays. Director Swenson abstained.

**7. CORRESPONDENCE**

- a) Advertisements in the Orangevale View from March 25 that promote OVparks programs along with seasonal job openings and the OVparks Summer Open House event. (pg. 14): Admin Ross shared the OVparks advertisements in the Orangevale View.
- b) Advertisements in the Orangevale View from March 25 that promotes the Summer Palooza event that will be held at Orangevale Community Park on June 17-19. (pg. 15): Admin Ross shared the advertisement in the Orangevale View regarding the Summer Palooza event in the Orangevale Community Park. OVparks recreation staff are planning for a booth at the event and will have a meeting in May to finalize plans.
- c) Confidential Envelope – Attorney Billing March 2022: On a motion by Director Brunberg, seconded by Director Montes, the attorney billing was approved by a vote of 5-0-0 with Directors Stickney, Swenson, Brunberg, Meraz, and Montes voting Aye. There were no Nays or Abstentions.

**MOTION #4**

**8. CONSENT CALENDAR**

**MOTION #5**

- a) On a motion by Director Swenson, seconded by Director Brunberg, the consent calendar was approved by a vote of 5-0-0 with Directors Stickney, Swenson, Brunberg, Meraz, and Montes voting Aye. There were no Nays or Abstentions.

**8.1. CONSENT MATTERS GENERAL FUND**

- a) Ratification of Claims for March 2022 (pg. 16-17)
- b) Budget Status Report for March 2022 (pg. 18-19)
- c) Revenue Report for March 2022 (pg. 20)

**8.2. OLLAD CONSENT MATTERS**

- a) Ratification of Claims for March 2022 (pg. 21-22)
- b) Budget Status Report for March 2022 (pg. 23-24)

**8.3. KENNETH GROVE CONSENT MATTERS**

- a) Ratification of Claims for March 2022 (pg. 25)
- b) Budget Status Report for March 2022 (pg. 26)

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

**MOTION #6**

- a) Ratification of Claims for March 2022 (pg. 27)  
On a motion by Director Swenson, seconded by Director Brunberg, the Ratification of Claims for March 2022 was approved by a vote of 4-0-1 with Directors Stickney, Swenson, Brunberg, and Meraz voting Aye. There were no Nays. Director Montes abstained.

**10. STANDING COMMITTEE REPORTS**

- a) Administration and Finance: This committee is scheduled to meet on Wednesday, May 18 at 10 am. Director Brunberg and Director Swenson are currently on this committee. Director Brunberg requested a special meeting to discuss prioritization of

projects as well as discuss and reconfirm pricing of the pool repairs to determine where the funding will be obtained.

- b) Maintenance and Operation: No report.
- c) Recreation Committee: No report.
- d) Personnel & Policy: No report.
- e) Government: No report.
- f) Planning Committee: No report.
- g) Trails Committee: Trails Committee: No report.
- h) Ad Hoc: No report.

## **11. ADMINISTRATOR'S REPORT**

### a) Monthly Activity Report – March 2022 (pg. 28-32):

Admin Ross updated the Board of Directors with recent activities for the month.

On March 9-11 Admin Ross, Superintendent Oropeza, Supervisor Woodford, Supervisor Bain, and Coordinator Khokhhar Roberts attended the CPRS conference in Sacramento. The conference included several educational sessions, a large vendor expo, and many networking opportunities. Director Meraz and Park Maintenance Workers Kirk, Bryant, Lilly, and Turpin attended the expo on March 10.

On March 21 Admin Ross and Superintendent Oropeza met with Tom Carden, Project Director with the Orangevale-Fair Oaks Community Foundation to discuss and plan projects for the annual Big Day of Service scheduled for Saturday, May 21. This year's projects will be held at Community Center Park and include:

- a) add new bark in the planter areas of the park;
- b) add new infield mix to the two softball diamonds;
- c) repaint the curbs;
- d) paint the large metal storage containers in our parking lot.

The following projects may be added if enough volunteers are available:

- a) paint the exterior of the Youth Center;
- b) plant up to 15 new trees.

A follow-up meeting will be held on April 22 to finalize plans and consider any new information. Kiwanis has offered to provide volunteers to assist with the tree planting project.

On March 22 Admin Ross met with Emily Ballus, District Administrator for Fulton El Camino District. Ms. Ballus is meeting with various Districts to discuss their FEC Police program and learn the level of satisfaction and provide opportunities for feedback. Ms. Ballus advised fees are not anticipated to increase. Any increase would be related to the gas price inflation. FEC Police is very responsive and coordinate well with the Sacramento County Sheriff's department. OVparks' main FEC Police contact SGT Magaziner has accepted a job with the Sacramento County Sheriff's Department. Sgt. Patterson is the new main contact position at FEC Police.

On March 24 there were two significant projects completed. OVparks staff and Rotary volunteers combined to pour the concrete slab at Community Park, which will be the base for the outdoor fitness equipment area. OVparks staff and a V-Power Equipment representative successfully installed our old/refurbished pool pump. This pump is allowing our pool to be fully functional and is expected to continue until the new pump and variable frequency drive are installed by early June. The Parks staff is acknowledged for making this important day a success.

On March 25, Botanist Jim Grove provided a tour of Community Park to identify the variety of trees, shrubs, and flowers that grow in our park. The Rotary Club of Orangevale coordinated this educational hike. This was a very informative meeting. The Board of Directors discussed improving identification labeling of the plants and trees throughout the parks.

Park Supt. Oropeza shared appreciation for the rain in the forecast. Improvements to the irrigation infrastructure have increased efficiency. The bearings to the Ford tractor PTO were replaced by staff. There was a severe hydraulic leak on the tractor. Graffiti and plumbing vandalism have been an ongoing issue in the parks and in the restrooms. Directors suggested involving the community by publishing an article in the Orangevale View and contacting Orangevale Live to film a segment in the park to advise of the ongoing vandalism issue. Encourage the community if they see something, say something. Park Supt. Oropeza also recommended contacting officials at Casa Roble High School to make them aware of the ongoing problem at the Orangevale Community Park. Director Montes advised of a mom's group planning to meet regularly at the Orangevale Community Park for a fitness class to utilize the new fitness equipment installed. Director Swenson suggested a fence be installed around the perimeter of the playground equipment at the Orangevale Community Park. This would allow parents to feel more comfortable utilizing the fitness equipment nearby while their children play on the playground. Admin Ross advised this would be added for consideration on the Master Plan.

Recreation Supervisor Jason Bain shared monthly recreation revenue which has exceeded anticipated amounts. Rentals at the new property are increasing. Spring break day camp was held at the new property buildings which worked well for dividing the camp into groups. Supervisor Bain advised that Fred DeLeon, personal trainer, has offered to provide demonstrations on the new fitness equipment which can be filmed to share with the community.

**12. UNFINISHED BUSINESS**

None discussed.

**13. NEW BUSINESS**

a) Opening on the Board of Directors (pg. 33-35)

Admin Ross advised Director Swenson has offered to stay on the Board until the end of May if needed, or until a replacement can be selected. The County of Sacramento specifies sixty days from the time of notification or until a replacement is selected. Two applications have been received. Applications are being accepted until April 29, 2022. An announcement of the opening will be published in the next Orangevale View. Director Stickney suggested scheduling a special meeting on Tuesday, May 3<sup>rd</sup> or Wednesday, May 4<sup>th</sup> to interview applicants. Each applicant will have a designated timeframe to address questions from the Board of Directors. Director Brunberg offered to assume the role of Secretary. Director Stickney will join the Finance Committee and the new Director would be placed on the Trails and Facilities Committees.

b) Pool Repairs Schedule and Updates (pg. 36-39):

During the summer of 2021, the District contracted with Aquatic Design Group to have a needs assessment conducted on the swimming pool. In October 2021 the Board voted to contract with Aquatic Design Group to manage a significant pool repair project that includes crack repair, plastering, ADA improvements, among other items. In November 2021 the Board agreed to staff recommendations on the projects that staff could manage internally, and those that will be managed by Aquatic Design Group and construction contractors. We remain on schedule to complete renovation of the pool to open in time for pool season 2023. Because of supply chain concerns and worker shortages, it will be important to stay on or ahead of schedule as best we can. Directors requested an update be provided at the May Board of Directors Meeting. Funding options and updates to be discussed and confirmed at the next Finance Committee Meeting on May 18<sup>th</sup>.

c) Documents for Board Elections in November 2022 (pg. 40-42)

Each year when Board of Director positions come up for election, the District is required to pass a resolution calling the General District Election to be consolidated with the statewide General Election. This resolution was passed at the March 17, 2022,

Board of Directors meeting. In addition to the resolution, the District also needs to submit two forms to the County: The **Notice of District Election** and the **Publication of Notice of Election**. Staff has confirmed with County staff in the Voter Registration and Elections Department that the forms are correct and ready to be signed by the Secretary of the Board and submitted by staff. Copies of the form have been provided. No recommendation, motion, or vote is required. Director Swenson is authorized to sign the two forms for submission to the County by July.

Supt. Von Aesch to remind Director Brunberg to complete the process at the County beginning July 18<sup>th</sup> and no later than August 12<sup>th</sup>.

#### MOTION #7

- d) Discuss and Make a Recommendation Regarding the Continuation or Discontinuation of Live-Streaming BOD Meetings as COVID-19 Restrictions are Lifted (pg. 43)  
KB Productions has been live-streaming our regular monthly Board of Directors meetings since May 2020. This has added a new opportunity for community engagement, which has been especially valuable during COVID-19 restrictions that have prohibited the public from attending most of our meetings. We had been paying \$150 per meeting through 2021. Beginning January 2022, we have been paying \$200 per meeting. The annual impact to the District would be approximately \$2,400. This topic will be revisited in January 2023 BOD Meeting.

On a motion by Director Brunberg seconded by Director Montes, the Continuation of Live-Streaming BOD Meetings with KB Productions through the end of 2022, was approved by a vote of 5-0-0 with Directors Stickney, Meraz, Brunberg, Swenson, & Montes voting Aye. There were no Nays or Abstentions.

- e) Benefit Assessment Funding Option Update (pg. 44)  
At the March 17, 2022, Board of Directors meeting the Board approved that the District contract with SCI Consulting Group to research the feasibility of a new Benefit Assessment to be presented to property owners within the District during calendar year 2022. The annual amount of the new Benefit Assessment will be determined after a survey is completed by the consultant. District Administrator Ross conducted a phone meeting with Susan Barnes of SCI Consulting on March 25 to discuss the next steps. She suggests that the survey be conducted around September 2022 and have the ballot period occur in the spring of 2023. If successful, funding would become available to the District around December 2023 or January 2024. Susan Barnes encourages the District to solidify our list of projects/items/maintenance that the Benefit Assessment will help pay for. We will also need to provide desired and realistic

timeframes for these projects, and cost estimates. Fortunately, we have a list of master plan projects that is only two years old. Some updating of costs will be needed, and we will need to re-prioritize the projects to help us create timeframes. She recommends having an updated prioritization of the Master Plan projects by mid-June.

When creating the survey, Susan Barnes will include questions that will help her determine if our property owners would prefer a new second Benefit Assessment in addition to OLLAD, or if they prefer a new Benefit Assessment to replace OLLAD. Having just one assessment would be easier for the District to manage and would be more cost effective.

All voters, whether more fiscally conservative or liberal, are more likely to approve of funding measures when the funds go directly back into their community. Reinforcing where the money is being spent will be an important focus as we move forward.

Director Brunberg recommended scheduling a special meeting on June 2<sup>nd</sup> to prioritize the Master Plan project items with consideration of not receiving full funding to complete all projects.

f) Electric Vehicles and Charging Stations (pg. 45-47)

Several months ago, District resident Ken Benedict suggested that the District consider providing electric vehicle (EV) charging stations at the Community Center parking lot, and other locations, if feasible. Staff told Mr. Benedict that they would conduct research and provide a report at our March Board meeting. This item was on our March agenda but was tabled to the April meeting. District Administrator Ross and Office Assistant Kathy Harling attended a Zoom meeting with SMUD staff members Susan Statti and Brent Sloane on March 8. They were a wealth of information and notes have been provided for the Board to review.

As it comes time to replace our fleet vehicles, it would be good for the environment to move from gas-powered to EV. The initial cost would be significantly higher, but the District would likely see long-term savings on gas, maintenance, and incentives from the EV charging stations.

Providing charging stations for public use is considered a “service to the community”, which does add value. It does not provide financial value to the District, and will be a net cost to the District of about \$3,000 - \$10,000 depending on how many charging stations we provide. At this time, providing one or two charging stations at one location should be sufficient. Each charging station has two charging docks. Upon request, SMUD will survey the property for optimal location of charging stations. An application process with the County would need to be completed.

Office Assistant Kathy Harling is obtaining fleet purchase information and timeline from local dealerships. Currently there is a waitlist for purchase of fleet trucks. Board of Directors are excited to move in this direction and extended appreciation to Ken Benedict for suggesting this topic.

- g) Update on Road and Trail Project at Community Center Park with Prop 68 Per Capita Grant Funds (verbal): Admin Ross advised of meeting with Marty Gee and Peter Larimer to go view the site and discuss plans and future steps. Admin Ross is anticipating that State Parks will be finalizing our file soon and making grant funds available. We will proceed with scheduling our required CEQA report in June 2022, with intentions of beginning the project in 2022. The funding for the required \$50k match to be allocated in the 2022-2023 budget.
- h) Areas in Our Parks Where We Can Reduce Irrigation (verbal) Parks Supt. Oropeza advised of several areas to consider a reduction in irrigation. In addition to eliminating some areas of irrigation, some percentage reductions can be implemented in moderation to achieve reduction of water usage.

**14. DIRECTOR AND STAFF COMMENTS**

Admin Ross mentioned Recreation Coordinator Roberts has received several applications for Recreation Leaders for the Summer Rec'ing Crew day camp and applications are still being accepted. He also indicated the County of Sacramento does not have any Covid-19 restrictions currently in place.

Admin Ross advised of receipt of the ballot to vote on the Sacramento County Treasury oversight committee. The Board of Directors directed Admin Ross to complete and submit the ballot.

Supervisor Bain advised Lifeguard Training program is currently being conducted. Some of the enrollees have applied for summer lifeguard and swim instructor positions, however, more applicants are needed. Please encourage anyone looking for a lifeguard or swim instructor position to submit an application. Facility, Picnic, and Field rentals have been doing very well.

Parks Supt. Oropeza extended appreciation to the community for their support and input in working with Park Maintenance to address any issues within the parks. Hiring for Seasonal Maintenance Staff is being addressed with applications currently being accepted.

Finance/HR Supt. Von Aesch advised she is preparing for the end of the current fiscal year and the beginning of the 2022-2023 fiscal year. Appreciation to Supervisor Bain for submitting much of the new hire paperwork already.



Director Stickney mentioned noticing an increase in broadleaf weeds throughout the parks and asked Parks Supt. Oropeza to address as necessary. He thanked Director Swenson for her efforts on the Board for the past five years.

Director Montes advised of the upcoming Summer Palooza, June 17-19, 2022, and encouraged everyone to attend. OVparks will have a booth at the event. Admission of \$1 per child and \$3 per adult will be charged to cover increased costs associated with the event. The Bow-Wow Days will be held in September 2022. Director Montes extended appreciation to all the OVparks Staff. She appreciates Director Swenson for her perspective, enthusiasm, and passion for Orangevale Parks.

Director Swenson appreciated each of the OVparks Management and staff for the great job each of them do to contribute to the success of OVparks. She encouraged consideration of installing more park benches throughout the parks as Master Plan is being implemented.

**15. ITEMS FOR NEXT AGENDA**

- a) Personnel Policies & Procedures Manual Update
- b) Pool Repairs Schedule and Updates
- c) Approval of two Resolutions for SCI regarding OLLAD and Kenneth Grove

**16. ADJOURNMENT**

**MOTION #8**

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 8:21 p.m. On a motion by Director Montes, seconded by Director Brunberg, the adjournment was approved by a vote of 5-0-0 with Directors Stickney, Swenson, Brunberg, Meraz, and Montes, voting Aye. There were no Nays or Abstentions.

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Mike Stickney, Chairperson