

**ORANGEVALE RECREATION & PARK DISTRICT
BOARD OF DIRECTORS MEETING
JULY 20, 2023**

**REGULAR MEETING 6:30 PM
ORANGEVALE COMMUNITY CENTER
6826 HAZEL AVE. ORANGEVALE, CA 95662**

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

1. CALL TO ORDER

2. ROLL

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF AGENDA

5. PUBLIC DISCUSSION

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

6. MINUTES

- a. Approval of minutes of the Regular Meeting on June 15, 2023 (pg. 1-10)
- b. Approval of minutes of the Special Meeting on June 29, 2023 (pg. 11)

7. CORRESPONDENCE

- a. Confidential Envelope – Attorney Billing (May 2023):
- b. Ads in the June 9 & 30 issues of the Orangevale View to promote upcoming programs (pg. 12-13)
- c. An article in the June 9 issue of the Orangevale View about the sign installed at Orangevale Community Park commemorating the California Central Railroad (pg. 14)
- d. An article in the June 30 issue of the Orangevale View about the success of the Summer Palooza event at Orangevale Community Park (pg. 15)
- e. A brief article in the June 30 issue of the Orangevale View promoting The Wizard of Oz theatrical performances at the Orangevale Community Center, and also a “thank you” to our community sponsors who are supporting our Tropical Escape event (pg. 16)
- f. A complimentary email from Brendan Chase, the contractor who offers Top Notch Basketball for youth at the Orangevale Community Center. This is one of the most successful programs offered through OVparks (pg. 17)
- g. A letter from California Association for Park & Recreation Indemnity (CAPRI) acknowledging that Orangevale Recreation & Park District is a recipient of the Ted Winslow CAPRI Safety Award reflecting we had the highest rating possible in 2022 (pg. 18)

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 June 2023 (pg. 19)
- b. Budget Status Report for June 2023 (pg. 20-22)
- c. Revenue Report for June 2023 (pg. 23)

8.2 OLLAD CONSENT MATTERS

- a. Ratification of Claims for June 2023 (pg. 24-25)
- b. Budget Status Report for June 2023 (pg. 26-27)

8.3 KENNETH GROVE CONSENT MATTERS

- a. Ratification of Claims for June 2023 (pg. 28)
- b. Budget Status Report for June 2023 (pg. 29)

9. NON-CONSENT MATTERS GENERAL FUND

- a. Ratification of Claims for May 2023 (pg. 30)
- b. Ratification of Claims for June 2023 (pg. 31)

10. STANDING COMMITTEE REPORTS

- a. Administration & Finance – This committee expects to meet between August 3-17
- b. Maintenance & Operation – No Report
- c. Recreation Committee – This committee met on June 23 at 10am at the Community Center. See the meeting recap (pg. 32-33)
- d. Personnel & Policy – No Report
- e. Government – No Report
- f. Planning Committee – This committee met on June 9 at 9:30am at the Community Center and Shady Oaks. See the meeting recap (pg. 34-37). This committee met again on July 13, and the recap notes will be provided at the August 17 Board of Directors meeting.
- g. Trails Committee – This committee met on July 14, and the recap notes will be provided at the August 17 Board of Directors meeting.
- h. Ad Hoc – No Report

11. ADMINISTRATOR'S REPORT

- a. Monthly Activity Report – June 2023 (pg. 38-45)

12. UNFINISHED BUSINESS

13. NEW BUSINESS

- a. Presentation of a certificate to Judy and Steve Long recognizing them for the donation of a memorial bench at Shady Oaks Disc Golf Course in honor of their son Jeffrey Long (pg. 46)
- b. Approval of the Letter of Engagement from Auditor Larry Bain for the fiscal year 2022/23 audit in the amount not to exceed \$10,400 (pg. 47-51)
- c. Discuss lease extension for cell tower that is currently leased to American Tower (pg. 52-56)
- d. Staff plans on producing and distributing our Activity Guides (pg. 57)
- e. The financial impacts of Education Revenue Augmentation Funds (ERAF) on the District since 1993 (pg. 58)
- f. Consider including Juneteenth as a District holiday (pg. 59)
- g. Swimming Pool project timeline and update (pg. 60)
- h. Driveway/Trail project timeline and update (pg. 61)
- i. Arcade Cripple Creek Trail project update (verbal)

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

15. **ITEMS FOR NEXT AGENDA**

- a. Approval of Final Budget for Fiscal Year 2023/24
- b. Holiday closure schedule
- c. Determine if August 17 meeting will be live-streamed.

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.

Directors can be reached at: director@ovparks.com

Sharon Brunberg

Manie Meraz

Lisa Montes

Arica Presinal

Mike Stickney

ORANGEVALE RECREATION & PARK DISTRICT

Minutes of Meeting of Board of Directors June 15, 2023

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on June 15, 2023, at the District Office. Director Stickney called the meeting to order at 6:32 p.m.

Directors present: Stickney, Meraz, Brunberg (arrived 6:37pm), Presinal
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** On a motion by Director Stickney, seconded by Director Meraz, the agenda was approved by a vote of 3-0-0 with Directors Stickney, Presinal, and Meraz, voting Aye. There were no Nays or Abstentions.
MOTION #1 Directors Montes & Brunberg were absent.

5. **PUBLIC DISCUSSION**
 1. John Arnold and his son Finn Magee. Topic was “kids need a local skate park”.
Director Stickney advised that the budget currently provides for the maintenance of what is already established. This funding would need to be acquired through a Bond Measure or another Lighting & Landscaping Assessment District. The survey conducted last year indicated the community did not want the additional cost added to their property tax. This topic will be readdressed with the community. Admin Ross to provide a copy of the Master Plan to Mr. Arnold.

 2. Cara Newman. Topic was “benefits of decomposed granite (DG) paths in parks.”
Cara Newman highlighted the benefits of DG pathways and expressed gratitude that the District will be adding DG pathways at Community Center Park. Director Brunberg is on the Trails Committee and encouraged Cara to follow up with her regarding this topic.

 3. Bob Reilly. Topic was “the continuance of OLLAD after the bond to build the Community Center was paid off.”.

Mr. Reilly was an original OVparks Board Director. He inquired about the decision to continue OLLAD after the bond was paid off.

6. MINUTES

MOTION #2

- a) Approval of Minutes of May 18, 2023 (pg. 1-7): On a motion by Director Meraz seconded by Director Brunberg, the minutes were approved by a vote of 3-0-1 with Directors Stickney, Meraz, and Brunberg, voting Aye. There were no Nays. Director Presinal abstained. Director Montes was absent.

7. CORRESPONDENCE

- a) Confidential Envelope – Attorney Billing May 2023: To be placed on the July BOD Agenda for approval.
- b) Ads in the May 12 & 26 issues of the Orangevale View to promote upcoming programs (pg. 8-9): StretchLab, Wizard of Oz Summer Workshop, and Mushy Love Mushroom Growing are new programs being promoted. Mushy Love has been featured on the Good Day Sacramento (Channel 31) multiple times.
- c) An article in the May 12 issue of the Orangevale View about the upcoming Summer Palooza weekend at Orangevale Community Park (pg. 10): Promotion of the upcoming Summer Palooza event.
- d) An article in the May 12 issue of the Orangevale View about the OVparks 40th anniversary celebration during the Summer Palooza on Sunday, June 18 (pg. 11): Admin Ross to make an announcement at noon to kick off the celebration of the OVparks 40th Anniversary of becoming an Independent District and encouraged all BOD and Staff to attend if able.
- e) A brief article in the May 26 issue of the Orangevale View with OVparks thanking area volunteers for their contributions during the Big Day of Service on May 6 (pg. 12): Admin Ross shared the article of appreciation to the Big Day of Service volunteers.

8. CONSENT CALENDAR

MOTION #8

- a) On a motion by Director Brunberg, seconded by Director Meraz, the consent calendar was approved by a vote of 4-0-0 with Directors Stickney, Presinal, 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 May 2023 (pg. 13-14)
- b) Budget Status Report for May 2023 (pg. 15-17): Admin Ross advised that the extra funds allocated for the twenty-seventh pay period is reflected in this budget.
- c) Revenue Report for May 2023 (pg. 18)

8.2. OLLAD CONSENT

- a) Ratification of Claims for May 2023 (pg. 19-20)
- b) Budget Status Report for May 2023 (pg. 21-22)

MATTERS

**8.3. KENNETH GROVE
CONSENT
MATTERS**

- a) Ratification of Claims for May 2023 (pg. 23)
- b) Budget Status Report for May 2023 (pg. 24)

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

- a) Ratification of Claims for May 2023 (pg. 25): This item to be placed on the July BOD Agenda along with June 2023 claims.

**10. STANDING
COMMITTEE
REPORTS**

- a) Administration and Finance: This committee met on May 19. See the meeting recap (pg. 26-27): Admin Ross advised that project prioritization for the next fiscal year and the cost-of-living adjustment proposal were discussed.
- b) Maintenance and Operation: No report.
- c) Recreation Committee: This committee will meet on June 23 at 10am at the Community Center.
- d) Personnel & Policy: No report.
- e) Government: No report.
- f) Planning Committee: This committee met on May 26 at 10am at Shady Oaks. See the meeting recap (pg. 28-30). This committee met again on June 9, and the recap notes will be provided at the July 20 Board of Directors meeting. Admin Ross, Director Stickney, Director Meraz, Casey Burgess and Jennifer Knisley of Final 9 attended to discuss any safety issues, benches, worn down tee pads, soil compaction, and drainage issues. Another meeting will be scheduled within the next few weeks to determine the implementation of necessary projects. A kiosk or bulletin board for reservation signage is suggested to advise the community of upcoming events/rentals of the disc golf course and the pickleball courts. Park Supt. Oropeza to determine a standard size for the tee pads which need repair and benches will be purchased to replace existing ones in need of repair throughout the disc golf course.
- g) Trails Committee: Trails Committee: No report. Director Brunberg has drafted an update to the existing plan. A meeting to be scheduled in early July.
- h) Ad Hoc: No report.

**11. ADMINISTRATOR'S
REPORT**

- a) Monthly Activity Report – May 2023 (pg. 31-37):

Admin Ross advised of the dedication of a new informational sign at Orangevale Community Park on May 20th. The sign was created and donated by the Orangevale History Project, and it commemorates the California Central Railroad which in the 1860's ran through what is now Community Park. OVparks staff installed the sign.

Admin Ross advised that the Fulton El-Camino Report indicated an individual was caught for graffiti in the Orangevale Community Center Park. In addition, a person was apprehended for spinning donuts with his vehicle in the parking lot by the horse arena.

Supt. Von Aesch advised that thirty-one rehires and twenty-nine new hires have been added to staff for the summer season.

Supervisor Woodford advised the Summer Theatre Workshop, Zumba Gold, Mushy Love Mushroom Growing Intro class, StretchLab are new programs that have been added.

Park Supt. Oropeza advised two benches have been donated to be installed with a dedication ceremony on June 24th at the Shady Oaks Disc Golf. These benches are in honor of an avid disc golf player that passed away approximately 1-1 ½ years ago. His mother and family will be presented with a certificate at the July BOD meeting. In September 2021 the Board of Directors approved the policy that memorial benches and trees can be requested. OVparks does not include a plaque, however, a certificate is presented that indicates the precise location of the bench or tree. Upon approval, the requester pays for the bench or tree and OVparks handles the installation. Supt. Oropeza thanked Admin Ross, and Parks Maintenance employees Nelson, Lucas, and Randall for their assistance at the Big Day of Service.

Recreation Supervisor Jason Bain advised \$705,000 is the new target revenue for 2023/2024 fiscal year. The Summer Theatre Workshop begins this week for performances scheduled for Friday, June 30th and Saturday, July 1st of The Wizard of Oz. Artist Studio has 18 enrolled for the summer session. Swim Lessons have 255 enrolled in Session 1. Rec'ing Crew Day Camp and Wiggles & Giggles Preschool Day Camp have full enrollment for Session 1.

12. UNFINISHED BUSINESS

None discussed.

13. NEW BUSINESS

- a) Approval of Resolution 23-06-704, Resolution Adopting the Orangevale Recreation and Park District Preliminary Budget for the General Fund for Fiscal Year 2023/24 (pg. 38-60):
Admin Ross advised that thirteen Capital Projects are planned to be completed. This is contingent on funding availability. Bids for the Pool Project are currently out and due August 3rd. Admin

Ross advised that the Pool Project bid was sent to eleven bid boards and seven contractors. The Finance Committee will meet again after bids are received to reassess the priorities. Approval from Sacramento County for the Driveway/Trail Project is anticipated in approximately two weeks. Final Budget is planned for approval in August 2023.

MOTION #3

On a motion by Director Brunberg, seconded by Director Presinal, the Resolution 23-06-704, Resolution Adopting the Orangevale Recreation and Park District Preliminary Budget for the General Fund for Fiscal Year 2023/24 was approved by a vote of 4-0-0 with Directors Stickney, Meraz, Brunberg, and Presinal voting Aye. There were no Nays or Abstentions. Director Montes was absent.

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

1. Approval of Resolution 23-06-705, Resolution Adopting the Orangevale Landscaping and Lighting Assessment District Preliminary Budget for Fiscal Year 2023/24 (pg. 61-67)

Admin Ross advised that last month the BOD felt there was a thirty-day or more requirement for public notice published in the newspapers. Susan Barnes with SCI Consulting Group as well as a public law group have confirmed that the requirement is ten days, not thirty days. Susan Barnes confirmed that this statement is correct. The Landscaping & Lighting Act of 1972 and Section 22553 specifies publication of notice shall be completed at least ten days prior to the date of the hearing specified therein. Admin Ross advised that the public notice was published in the Citrus Heights Messenger on May 26, 2023, and June 2. This is the final step in the process of approval of the Orangevale Landscaping and Lighting Assessment District Budget. Susan Barnes with SCI Consulting will be available to answer any questions regarding the engineer's report or the assessment process. The Orangevale Landscape and Lighting Assessment District (OLLAD) was approved in 1992. Each single-family home is assessed a tax of \$42.00 annually. The District receives approximately \$568,000 annually from this assessment. In 1991 through 1993 the state of California enacted new legislation that shifted property tax revenue away from special districts. This was the Educational Revenue Augmentation Fund (ERAF) which is still in effect today. This costs OVparks over one million dollars in revenue in the first year. The OLLAD was a means to recover a portion of those lost revenues in order to maintain our parks and facilities. OLLAD provides revenue that is critical to the operations of the District. There is no annual cost escalator with the OLLAD. Kenneth Grove was approved in 1994. The thirty-six residents in that community are assessed a tax of \$150.76 annually to maintain a strip of property at the entry to that community. The

Kenneth Grove Assessment District receives approximately \$5,400 annually from this assessment. There is no cost escalator with the Kenneth Grove assessment. The current amount is adequate for the maintenance of this property.

Director Stickney shared that counsel received from Attorney David McMurchie advised OVparks has the option to continue the OLLAD to provide maintenance funding. The OLLAD funding is instrumental to the maintenance of the existing properties. This topic is discussed every year to determine the continuance of OLLAD. OVparks applies for any available grants where qualified.

A survey was conducted in September 2022 to 7,500 residents to determine their level of interest in supporting a new funding measure to address Master Plan projects. This topic is to be discussed further at a BOD meeting in the fall.

MOTION #4

On a motion by Director Brunberg, seconded by Director Meraz, the Resolution 23-06-705, Resolution Adopting the Orangevale Landscaping and Lighting Assessment District Preliminary Budget for Fiscal Year 2023/24 was approved by a vote of 4-0-0 with Directors Stickney, Meraz, Brunberg, and Presinal voting Aye. There were no Nays or Abstentions. Director Montes was absent.

2. Approval of Resolution 23-06-706, Resolution Approving the Engineer's Report, Confirming the Diagram and Assessment, and Ordering the Levy of Assessment for Fiscal Year 2023/24 for the Orangevale Landscaping and Lighting Assessment District (OLLAD) (pg. 68-123): The current \$42.00 to be assessed for the next fiscal year. Director Brunberg advised that the report should also reflect the additional amount spent over the budgeted amount in next year's budget.

MOTION #5

On a motion by Director Brunberg, seconded by Director Meraz, the Resolution 23-06-706, Resolution Approving the Engineer's Report, Confirming the Diagram and Assessment, and Ordering the Levy of Assessment for Fiscal Year 2023/24 for the Orangevale Landscaping and Lighting Assessment District (OLLAD) was approved by a vote of 4-0-0 with Directors Stickney, Meraz, Brunberg, and Presinal voting Aye. There were no Nays or Abstentions. Director Montes was absent.

- c) Public Hearing: Kenneth Grove Landscaping and Lighting Assessment District - Susan Barnes of SCI Consulting Group
1. Approval of Resolution 23-06-707, Resolution Adopting the Kenneth Grove Landscaping and Lighting Assessment District Preliminary Budget for Fiscal Year 2023/24 (pg. 124-128)

MOTION #6

On a motion by Director Brunberg, seconded by Director Meraz, the Approval of Resolution 23-06-707, Resolution Adopting the Kenneth Grove Landscaping and Lighting Assessment District Preliminary Budget for Fiscal Year 2023/24 was approved by a vote of 4-0-0 with Directors Stickney, Meraz, Brunberg, and Presinal voting Aye. There were no Nays or Abstentions. Director Montes was absent.

2. Approval of Resolution 23-06-708, Resolution Approving the Engineer's Report, Confirming the Diagram and Assessment, and Ordering the Levy of Assessment for Fiscal Year 2023/24 for the Kenneth Grove Landscaping and Lighting Assessment District (OLLAD) (pg. 129-151):

MOTION #7

On a motion by Director Brunberg, seconded by Director Presinal, the Resolution 23-06-708, Resolution Approving the Engineer's Report, Confirming the Diagram and Assessment, and Ordering the Levy of Assessment for Fiscal Year 2023/24 for the Kenneth Grove Landscaping and Lighting Assessment District (OLLAD) was approved by a vote of 4-0-0 with Directors Stickney, Meraz, Brunberg, and Presinal voting Aye. There were no Nays or Abstentions. Director Montes was absent.

d) Approval of Resolution 23-06-709, Resolution Amending the District Salary Schedule (pg. 152-154)

1. We recommend maintaining 13 full-time staff positions for the 2023/24 Preliminary Budget.

2. The Board of Directors approved a 5% salary adjustment for seven of the nine full-time job categories as justified by a salary survey. This increase will be applied to the salaries of 11 of the 13 full time staff effective the first day of the pay period that includes July 1, 2023.

3. The Finance Committee is recommending a 4% COLA for all full-time staff effective the first day of the pay period that includes July 1, 2023. This is justified by the Consumer Price Index increase of 4.9% for this area over the past 12-month period.

4. After nine consecutive years with a minimum wage increase, there is no increase expected for 2024.

5. We have not yet received projections from the County regarding increases in health insurance rates. As is our common practice, we have included a 7.5% increase as a placeholder in the Preliminary Budget.

6. As salaries increase, other benefits that are tied to salaries will also show an increase. Those benefits include retirement, Social Security, worker's compensation, and unemployment insurance.

MOTION #9

On a motion by Director Brunberg seconded by Director Meraz, the Resolution 23-06-709, Resolution Amending the District Salary Schedule, was approved by a vote of 4-0-0 with Directors

Stickney, Meraz, Brunberg, and Presinal voting Aye. There were no Nays or Abstentions. Director Montes was absent.

e) Approve improvements to Shady Oaks Disc Golf Course identified by District and the Disc Golf Club as priorities (pg. 155)

The Planning Committee met at the Shady Oaks Disc Golf Course on May 26 and June 9 to walk the course and identify areas where improvements would be most helpful for the safe and sustainable benefit of the course and its users. On May 26 the committee was joined by Casey Burgess, President of the Shady Oaks Disc Golf Club, and Jennifer Knisley, co-owner of the Final 9 pro shop. Both parties agreed that many of the benches along the course are in poor condition, damaged, or unsafe. We would like to identify and remove the unsafe benches and begin replacing them with new metal benches. Both parties agreed that the course would benefit by moving the tee pad for hole #4 back about 75 feet. Several concrete tee pads are showing extensive wear, and the club will create a priority list for those that are most in need of being replaced. There are many areas where significant soil erosion and compaction are obvious. All agreed to bring in additional soil and wood chips to help combat this problem. Both parties agree that the hole #1 tee box is in a bad location due to soil erosion and mud/water during the rainy months. Details still need to be worked out regarding the location to move the tee box, the benches, and the Shady Oaks course sign, and then conduct tree and irrigation work. The division of labor and financial responsibilities are details that still need to be discussed and agreed to.

On a motion by Director Stickney seconded by Director Brunberg, the District staff and the Shady Oaks Disc Golf Club are to work together in fiscal year 2023/24 in a fiscally and environmentally responsible way to make course improvements that both parties have identified as priorities for the safety and sustainability of the course for its users, and to provide periodic progress reports to the Board, and receive funding approval from the Board, was approved by a vote of 4-0-0 with Directors Stickney, Meraz, Brunberg, and Presinal voting Aye. There were no Nays or Abstentions. Director Montes was absent.

MOTION #10

f) Swimming Pool project timeline and update (pg. 156)

- The project was announced on June 7 and is now open for bid. The full packet is posted on our website and a public notice will be posted in the Citrus Heights Messenger on June 16 and June 23. The Notice to Invite Bids was sent to 11 Bid Boards and seven contractors.
- Key Dates:

- 6/27: Mandatory Pre-Bid Meeting/Walkthrough at 10am at the pool
- 7/13: Last day contractors can call with questions
- 8/3: Bids are due and opened
- By 8/17: Project is awarded to a contractor. A Special BOD Meeting may be scheduled prior to 8/17/23 or discussed at the 8/17/23 BOD Meeting.

g) Driveway/Trail project timeline and update (pg. 157)

- These are now two separate projects. We have the Parking Lot Connection Project (known to us as the Driveway Project), and the Trails Project.
- On June 7, MTW completed the revised plans for our second submittal for the County, and I completed the accompanying application. This is for the Driveway Project. MTW has likely sent it to the County for approval by now. I am waiting for confirmation. The County normally takes two weeks to review the re-submittals and reply.
- The templates for the bid documents are nearly ready for both projects. Specific dates will be added once we hear back from the County.
- It is very likely that construction on these two projects will have some overlap with construction for the pool project.

h) Arcade Cripple Creek Trail project update (verbal)

- The clearing and grading of the trail has begun at Sundance, Streng, and the corridor from Woodmore Oak to Streng. The asphalt work has not yet begun, nor has the bridge work.
- The existing fences for the four Orangevale property owners along the trail were removed in late May. Temporary fencing was installed until the new fences are completed.

14. DIRECTOR AND STAFF COMMENTS

Admin Ross mentioned a Special BOD Meeting will be held on Thursday, June 29, 2023, at 6pm. This will include a closed session for a Public Employee, District Administrator annual review. Admin Ross advised that Finance/HR Supt. Von Aesch has been instrumental in the completion of COVID relief funding application. The Federal Government is distributing funds to the Counties. Sacramento County will be allocating allotments to the Special Districts approved to receive funds. The paperwork has been completed and passed the first phase of review. If approved, funds in the amount of approximately \$200,000 could be granted to the District and added to the General Fund. OVparks received approximately \$250,000 in Covid Relief Funding last year.

CAPRI payment of approximately \$20,000 for storm damage claims from last winter's heavy rainstorms will likely not be received before

the end of this 2022/23 Fiscal Year, but will hit the 2023/24 Fiscal Year budget.

Admin Ross advised that his dental hygienist was raving about the condition of the parks in our District.

Supervisor Bain advised projections our Recreation revenues have been met.

Supervisor Woodford advised that the recent Collette Travel tour to Ireland in May had seven people enrolled through OVparks. Upcoming tours with enrollment through Collette include a Canada tour and an Azores tour. Day trips have also been quite popular.

Finance/HR Supt. Von Aesch advised that paperwork for new and returning employees are being completed.

Park Supt. Oropeza shared appreciation to staff for their assistance in preparation of the Summer Palooza. He advised he will be driving the OVparks tractor in the parade beginning at 9:00 am for the opening of the Summer Palooza.

Director Meraz mentioned the trailer that was parking at the Disc Golf Course has now moved to another location.

Director Stickney mentioned a few branches were down around the grounds at Pecan Park.

Director Presinal expressed appreciation to the OVparks Staff. Thank you to Supervisor Bain for meeting expectations.

Director Brunberg thanked the OVparks Staff for their efforts during these busy summer months.

15. ITEMS FOR NEXT AGENDA

a) Presentation of certificate recognizing installation of a memorial bench at Shady Oaks Disc Golf Course

16. ADJOURNMENT

MOTION #10

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 9:02 p.m. On a motion by Director Stickney, seconded by Director Brunberg, the adjournment was approved by a vote of 4-0-0 with Directors Stickney, Presinal, Brunberg, and Meraz, voting Aye. There were no Nays or Abstentions. Director Montes was absent.

Mike Stickney, Chairperson

ORANGEVALE RECREATION & PARK DISTRICT

Minutes of Special Meeting of Board of Directors June 29, 2023

A Special Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on Thursday, June 29, 2023, at the District Office. Director Stickney called the meeting to order at 6:00 p.m.

Directors present: Stickney, Presinal, Meraz, Brunberg
Directors absent: Montes
Staff present: Barry Ross, District Administrator

3. **PLEDGE OF ALLEGIANCE** The Pledge of Allegiance was not conducted
4. **APPROVAL OF AGENDA** On a motion by Director Brunberg, seconded by Director Stickney, the agenda was approved by a vote of 4-0-1 with Directors Stickney, Presinal, Meraz, and Brunberg voting Aye. There were no Nays or Abstentions. Director Montes was Absent.
MOTION #1
5. **PUBLIC DISCUSSION** No one wished to address the Board during public discussion.
6. **CLOSED SESSION** Closed session commenced at 6:02 p.m. Closed Session pursuant to Government Code Section 54957 Public Employee Performance Evaluation: District Administrator
7. **RESUME PUBLIC SESSION & ANNOUNCE ACTIONS FROM CLOSED SESSION** Public session resumed at 6:50 p.m. Public Employee Performance Evaluation: District Administrator. No action was taken.
8. **NEW BUSINESS** No new business was discussed.
9. **DIRECTOR'S AND STAFF'S COMMENTS** There were no additional comments.
10. **ITEMS FOR NEXT AGENDA** No items were included.
11. **ADJOURNMENT** With no further business to discuss, the general meeting of the Board of Directors was adjourned at 6:52 p.m. On a motion by Director Brunberg, seconded by Director Stickney, the adjournment was approved by a vote of 4-0-1 with Directors Stickney, Meraz, Brunberg, and Presinal voting Aye. There were no Nays or Abstentions. Director Montes was Absent.
MOTION #2

Mike Stickney, Chairperson

Enjoy the Summer Sun! OVparks is a place for fun!

National Academy of Athletics Tee-Ball Camp

Ages: 4-6
6/12-6/16 9:00am-12:00pm
Fee: \$159 / \$162 NR



Baby Ballet

Ages: walking-3
6/5-7/3 9:00-9:30am
Fee: \$47 / \$50 NR



Pre Ballet

Ages: 3-6
6/5-7/3 9:30-10:15am
Fee: \$159 / \$162 NR

Social Dancing

Cha Cha

Ages: 18+

Salsa

M 6/5-6/26 7:00-8:00pm
Fee: \$43 / \$46 NR

M 6/5-6/26 8:00-9:00pm
Fee: \$43 / \$46 NR

Wiggles & Giggles

Join the Fun with our youngster summer day camp!

Ages: 3-5

Weekly Sessions Available from 6/13-8/1

Tu/W/Th 9:00-11:30am

Fee: \$48 per week (\$33 for week 4)

New! Intro to Mushroom Growing

Ages: 18+

W 6:30-7:45pm

Fee: \$52 / \$55 NR per class



Summer Theatre Workshop

Wizard of Oz Youth Edition

Ages: 8-18

M-F 6/12-6/30 9:00am-2:00pm

Auditions will be held the first day of the workshop, 6/12

Fee: \$353 / \$356 NR



Parks Make Life Better!®



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6826 Hazel Ave, Orangevale

(916) 988-4373 • OVparks.com

Enjoy Summer With OVparks!

Swim Lessons

Session 3 – July 10-20 **Session 4** – July 24-August 3

Lessons meet Mon-Thu for eight 30-minute classes.

Group Lesson Fee: \$65 / \$70 NR, per session

Upcoming Sports Camps

Beach Volleyball Camp Ages: 6-12

M-F 7/10-7/14 9:00am-12:00pm Fee: \$172 / \$175 NR

Soccer Camp Ages: 6-12

M-F 7/17-7/21 9:00am-12:00pm Fee: \$172 / \$175 NR



Intermediate Tennis Camp Ages: 9-12

M-F 7/24-7/28 9:00am-12:00pm Fee: \$172 / \$175 NR

NAofA Jr. Academy All Sports Camp Ages: 4-6



M-F 7/17-7/21 9:00am-12:00pm Fee: \$159 / \$162 NR

M-F 7/31-8/4 9:00am-12:00pm Fee: \$159 / \$162 NR

NAofA All Sports Camp Ages: 7-13

M-F 7/17-7/21 9:00am-12:00pm Fee: \$159 / \$162 NR

M-F 7/31-8/4 9:00am-12:00pm Fee: \$159 / \$162 NR

Tropical Escape

Ages: 50+

Friday, July 14 11:30am-12:45pm

Join OVparks for a Tropical Escape! Enjoy lunch, refreshments, and entertainment. Door prize ticket for every registration!

Fee: \$9 (or \$6 if registered by 6/30)



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Orangevale View

JUNE 9, 2023

SERVING ORANGEVALE, CITRUS HEIGHTS, FAIR OAKS, FOLSOM AND SURROUNDING AREAS



1860'S RAILROAD COMMEMORATED AT ORANGEVALE COMMUNITY PARK

On May 20, 2023, about 40 Orangevale History Project (OHP) members and other local community witnessed the dedication of the trail sign of the 1860's railroad that went through Orangevale. OHP President Mark Aring gave the background of the California Central Railroad's path being the second railroad in California and the first to span a river in the West. Then after brief addresses by each, Sacramento County Supervisor Sue Frost and U.S. Congressman Kevin Kiley, these dignitaries unveiled the trail sign. This sign is located in the Orangevale Community Park next to the cement footpath south of the soccer field, close to the Filbert and Oak Avenues parking lot. Orangevale community – come check out part of our history!

Celebrating more of our history will be the Grand Opening of the Orangevale History Museum to be held Saturday, July 15, 2023, from 11am to 4pm. There will be exhibits showing Orangevale's history, an interactive touchscreen, a gift shop, food, music and fun! The Museum is located at 6920 Hazel Avenue, just north of the Orangevale Community Center.

Turn right into the driveway past the four parking spaces into the larger lot and continue to the far-right building.

OHP is your historical society, newly formed in early 2022, with a mission to preserve, chronicle and promote the history of Orangevale, and to educate our community. To learn more about OHP, or make a donation to help bring the history of Orangevale to the community, visit our website at OrangevaleHistory.org.

Submitted by Mary Witcraft



Orangevale View

JUNE 30, 2023

SERVING ORANGEVALE, CITRUS HEIGHTS, FAIR OAKS, FOLSOM AND SURROUNDING AREAS



What once was known as Pow Wow Days is now called Orangevale Summer Palooza. Simply a weekend to continue the tradition of gathering for the community of Orangevale. There were more vendors than ever before supplying us with a variety of great food and wares on display for purchase. The entertainment line-up proved to be amazing in its own rights. In partnership with the non-profit group Women Veterans Giving another tradition was included this year. The Parade and a 5K Fun Run were added on Saturday. It all managed to fit together in a wonderful weekend for all to enjoy.

This great event is the result of local small business (All Events Management Group) owner Lisa Montes dedicated to preserving the tradition of a family friendly community event. Several schools and non-profit groups received additional funds for their organization as a direct interaction with Orangevale Summer Palooza. Businesses were able to reach out to the community in which they service. Exhibitors shared the novelty of their products and crafts. Kids got to do an array of activities.

But, like anything else there is always room for improvement. The committee recently recapped the event and reviewed the input we received from you folks out in the community. "I can't thank the community enough for all the wonderful comments regarding the changes that were implanted this past year as well as the suggestions and constructive criticism that will help us make next year's event even better. So next year, when they attend the event, many will see the changes and suggestions

that submitted. I hope everyone realizes the direct impact to the community and to the event. Orangevale is OUR TOWN. We need to continue to work together to provide a strong sense of community pride!" said Lisa.

So, with this year's event over and the closing of the books almost completed, Lisa would like to extend an invitation to become a part of the event. Because without those who donate their talents, sponsor the event, or attended the event could not come back each year. Next year's planning has already begun. If you would like to be a part of this tradition, I urge you to contact me as soon as possible. Email Lisa@ovsummerpalooza.com or call 916.934.2207 to see what contributions you can give to the next great event.

THANK YOU

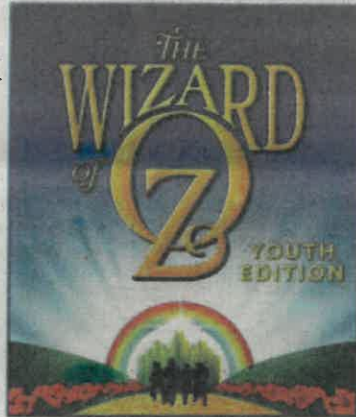
FOR YOUR SUPPORT

**THE WIZARD OF OZ
YOUTH EDITION**

Performance Presented
by Valkyrie Theatre Com-
pany

All ages are invited to come
out for this wonderful per-
formance of The Wizard of
Oz Youth Edition with two
show offerings to fit your
schedule.

Valkyrie Theatre Compa-
ny believes in bringing a
high standard of education
to the community, empow-
ering children through the
fun craft of theatre arts,



teaching them the values
of teamwork, respect, and
self-confidence.

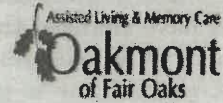
Students have been learn-
ing to explore stage craft,

creating characters, musi-
cal theatre skills and col-
laboration while building
confidence and learning
how to express themselves
through live performance.
Join the community for a
performance of The Wiz-
ard of Oz – Youth Edition
on Friday, June 30th and/
or Saturday, July 1st at
6pm.

Tickets \$15 (2 & under
free) and are available for
advance purchase only at
OVparks.com or by calling
OVparks at 916-988-4373.

OVparks Tropical Escape

Thank you to our wonderful group of Community Sponsors & Supporters that are helping to provide the upcoming OVparks Tropical Escape in July as well as other OVparks M.O.V.E. events for our active senior community! Contact OVparks for more information on senior activities.



ORANGEVALE VIEW JUNE 30, 2023

From: Brendan Chase <bchase@newgenenergy.com>
Sent: Thursday, July 06, 2023 3:58 PM
To: Barry Ross barry@ovparks.com

Hello Barry,

I just wanted to let you know how pleased everyone is with the whole OV staff and how much Jason, Mel and Danny have really been a huge part in the success of our program, Top Notch Basketball. I know your leadership has played a vital role and I appreciate all you guys do for our kids. I now have a 4 and a 6 year old, and the first place we look for youth programs is OV based off the facilities and great staff.

Have a great summer!

Please confirm that you have received this message.

Brendan Chase | Project Manager
NewGen Energy | 3201 Swetzer Road Loomis, CA 95650
HQ office: 833.663.9496 | Mobile 916.804.0358
Email: bchase@newgenenergy.com | License #1049532
Web: www.newgenenergy.com



1075 Creekside Ridge Drive
Suite 240
Roseville, CA 95678

Phone: (916) 722-5550
Fax: (916) 722-5715
Website: capri-jpa.org

June 19, 2023

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

Dear Barry Ross,

On behalf of the Board of Directors for the California Association for Park & Recreation Indemnity (“CAPRI”), we are proud to present to you the “Ted Winslow CAPRI Safety Award” as part of the Cycle XVIII 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 presented these Awards at the annual CARPD Conference that was held at Tenaya Lodge at Yosemite to recognize each winner in front of all your peers. Although your District was unable to attend, your efforts were 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 XIX District visit.

Sincerely,

Kirk Andre
Safety Analyst
kandre@capri-jpa.org

Enclosure: CAPRI Cycle XVIII Safety Award

GENERAL FUND EXPENDITURES
FOR THE MONTH ENDING
JUNE 30, 2023

CLAIM #	ACCOUNT #	VENDOR	DESCRIPTION	AMOUNT
1907019770	20202100	US BANK NATIONAL ASSOCIAT	BOOKS/PERIODICALS/SUBSCRIPTION	119.99
1300840049	20202100	ZOOM REFUND	BOOKS/PERIODICALS/SUBSCRIPTION	-66.70
				53.29
1907019770	20203800	US BANK NATIONAL ASSOCIAT	EMPLOYEE RECOGNITION	210.75
1907021221	20203900	BARRY ROSS	EMPLOYEE TRANSPORTATION	46.24
1907026404	20203900	SUSAN MYREN	EMPLOYEE TRANSPORTATION	91.05
				137.29
1907019770	20207600	US BANK NATIONAL ASSOCIAT	OFFICE SUPPLIES	44.13
1907020664	20207600	BURKETTS OFFICE SUPPLY IN	OFFICE SUPPLIES	141.65
				185.78
1907019770	20208102	US BANK NATIONAL ASSOCIAT	STAMPS	126.00
1907016332	20219700	AT&T	TELEPHONE SERVICES	25.44
1907016328	20219700	SPRINT P C S	TELEPHONE SERVICES	94.43
1907026373	20219700	AT&T	TELEPHONE SERVICES	22.75
1907026374	20219700	COMCAST	TELEPHONE SERVICES	650.13
1907026375	20219700	COMCAST	TELEPHONE SERVICES	628.57
				1,421.32
5002262291	20244300	THE PERMANENTE MEDICAL GR	SCREENING	130.00
1907021199	20259100	GREGORY A FOELL	OTHER PROFESSIONAL SERVICES	950.54
1907021203	20259100	STREAMLINE SOFTWARE INC	OTHER PROFESSIONAL SERVICES	200.00
				1,150.54
1907026400	20259101	N3X MSP INC	IT SERVICES	1,128.00
1907019770	20281201	US BANK NATIONAL ASSOCIAT	PC HARDWARE	112.44
1907026400	20281201	N3X MSP INC	HARDWARE	1,458.00
				1,570.44
1907026400	20281202	N3X MSP INC	SOFTWARE	498.00
1907019770	20285100	US BANK NATIONAL ASSOCIAT	RECREATIONAL SERVICES	42.00
1907020691	20285100	SHAUNA LEMAY	RECREATIONAL SERVICES	347.75
1907020693	20285100	ALLGOOD DRIVING SCHOOL	RECREATIONAL SERVICES	123.25
1907021185	20285100	ALISON LLOYD	RECREATIONAL SERVICES	568.20
1907021188	20285100	CORDOVA RECREATION & PARK	RECREATIONAL SERVICES	1,487.50
1907021192	20285100	GAIL KENNEY	RECREATIONAL SERVICES	336.00
1907021197	20285100	ADRIAAN JANSEN VAN VUUREN	RECREATIONAL SERVICES	2,097.00
1907020690	20285100	MARIA MOLINA	RECREATIONAL SERVICES	54.00
1907020689	20285100	NATURE GARDEN FARM INC	RECREATIONAL SERVICES	88.20
1907026399	20285100	STEPHANIE TADLOCK	RECREATIONAL SERVICES	135.00
				5,278.90
1907019770	20285200	US BANK NATIONAL ASSOCIAT	RECREATIONAL SUPPLIES	487.52
110950050	20296200	SACRAMENTO COUNTY	QR BILLING Jun-2023 ORANGEVALE R	5.25
1907021220	30322000	C I T TECHNOLOGY FIN SERV	BOND/LOAN REDEMPTION	366.35
1907026401	42420200	MTW GROUP	STRUCTURES & IMPROVEMENTS	2,304.00

**ORANGEVALE RECREATION AND PARK DISTRICT GENERAL FUND
BUDGET EXPENDITURE DETAIL
FISCAL YEAR 2022/2023
JUNE 2023**

Account Number	Expenditure Account	Budgeted 2022/2023	Current Expenditure	Expenditures to Date	Funds Available	% Left
1000	SALARIES & EMPLOYEE BENEFITS					
10111000	Salaries & Wages, Regular	921,250.00	102,852.00	904,323.51	16,926.49	2%
10112100	Salaries & Wages, Extra Help	424,200.00	49,341.34	371,460.81	52,739.19	12%
10112400	Salaries, Board members	12,000.00	700.00	7,400.00	4,600.00	38%
10121000	Retirement	296,100.00	33,330.01	292,680.05	3,419.95	1%
10122000	Social Security	91,300.00	11,637.39	97,470.59	(6,170.59)	-7%
10123000	Group Insurance	260,720.00	19,867.01	235,655.87	25,064.13	10%
10124000	Worker's Comp. Ins	49,500.00		55,883.49	(6,383.49)	-13%
10125000	Unemployment Insurance	18,150.00	660.58	7,545.49	10,604.51	58%
10128000	Health Care/Retirees	0.00		-	0.00	#DIV/0!
	<i>SUB-TOTAL</i>	2,073,220.00	218,388.33	1,972,419.81	100,800.19	5%
2000	SERVICES & SUPPLIES					
20200500	Advertise/Legal Notices	2,300.00		1,595.44	704.56	31%
20202100	Books/Periodicals/Subscrip	2,000.00	53.29	2,741.76	(741.76)	-37%
20202900	Business/Conference Expense	4,000.00		2,284.33	1,715.67	43%
20203500	Education/Training Serv.	3,500.00		1,010.00	2,490.00	71%
20203600	Education /Training Supplies	500.00		-	500.00	100%
20203700	Tuition Reimbursement	500.00		-	500.00	100%
20203800	Employee Recognition	2,300.00	210.75	2,446.91	(146.91)	-6%
20203802	Recognition Items	500.00		-	500.00	100%
20203803	Recognition Events	500.00		10.00	490.00	98%
20203900	Employee Transportation	2,800.00	137.29	2,433.27	366.73	13%
20205100	Liability Insurance	121,600.00		121,571.00	29.00	0%
20205500	Rental Insurance	2,500.00		-	2,500.00	100%
20206100	Membership Dues	14,000.00		14,587.95	(587.95)	-4%
20207600	Office Supplies	6,500.00	185.78	5,002.58	1,497.42	23%
20207602	Signs	500.00		-	500.00	100%
20207603	Keys	350.00		-	350.00	100%
20208100	Postal Services	6,500.00		8,241.89	(1,741.89)	-27%
20208102	Stamps	2,000.00	126.00	432.00	1,568.00	78%
20208500	Printing Services	26,000.00		24,239.57	1,760.43	7%
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%

Account Number	Expenditure Account	Budgeted 2022/2023	Current Expenditure	Expenditures to Date	Funds Available	% Left
20218200	Irrigation Supplies	500.00		-	500.00	100%
20218500	Permit Charges	3,000.00		-	3,000.00	100%
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	1,421.32	15,364.97	(2,364.97)	-18%
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	3,500.00		1,685.87	1,814.13	52%
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	130.00	652.36	(452.36)	-226%
20250500	Accounting Services	7,000.00		5,979.60	1,020.40	15%
20250700	Assessment/Collection Service	19,500.00		17,138.02	2,361.98	12%
20252500	Engineering Services	26,000.00		16,205.70	9,794.30	38%
20253100	Legal Services	20,000.00		594.00	19,406.00	97%
20256200	Transcribing Services	0.00		-	0.00	#DIV/0!
20257100	Security Services	4,500.00		2,236.00	2,264.00	50%
20259100	Other Professional Services	75,000.00	1,150.54	9,670.90	65,329.10	87%
20259101	Computer Consultants	14,500.00	1,128.00	14,131.00	369.00	3%
20281201	PC Hardware	7,000.00	1,570.44	1,760.09	5,239.91	75%
20281202	PC Software	7,000.00	498.00	4,974.40	2,025.60	29%
20281203	PC Supplies	2,000.00		-	2,000.00	100%
20281900	Elections	34,000.00		29,106.90	4,893.10	14%
20285100	Recreational Services	148,000.00	5,802.90	176,310.47	(28,310.47)	-19%
20285200	Recreational Supplies	37,000.00	487.52	26,438.17	10,561.83	29%
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		3,270.48	(270.48)	-9%
20296200	GS Parking Charges	200.00	5.25	75.25	124.75	62%
	SUB-TOTAL	648,550.00	12,907.08	512,190.88	136,359.12	21%
3000	OTHER CHARGES					
30321000	Interest Expense	29,100.00		29,006.25	93.75	0%
30322000	Bond/Loan Redemption	44,200.00	366.35	43,175.08	1,024.92	2%
30345000	Taxes/Licenses/Assess Trans	1,600.00		1,211.46	388.54	24%
	SUB-TOTAL	74,900.00	366.35	73,392.79	1,507.21	2%
4000	FIXED ASSETS					

Account Number	Expenditure Account	Budgeted 2022/2023	Current Expenditure	Expenditures to Date	Funds Available	% Left
41410100	Land	0.00		-	0.00	
42420200	Struc. & Improvements	720,000.00	2,304.00	66,381.19	653,618.81	91%
43430300	Vehicles/Equipment	50,000.00		10,958.85	39,041.15	78%
	SUB-TOTAL	770,000.00	2,304.00	77,340.04	692,659.96	90%
5000	INTERFUND CHARGES					
50557100	Fingerprinting Service	2,200.00		2,080.00	120.00	5%
	SUB-TOTAL	2,200.00	-	2,080.00	120.00	5%
79790100	<i>Contingency Appropriations</i>	0.00		-	0.00	0%
	<i>Deposit into Reserves</i>	0.00		-	0.00	0%
	GRAND TOTAL	3,568,870.00	233,965.76	2,637,423.52	931,446.48	26%

**ORANGEVALE RECREATION AND PARK DISTRICT GENERAL FUND
REVENUE STATEMENT
FISCAL YEAR 2022/2023
JUNE 2023**

Account Number	Revenue Account	2022/2023 Budgeted Revenue	Realized This Period	Collection YTD Balance	YTD Uncollected Balance	% Collected
91910100	Prop. Taxes - Current Secured	1,600,685	19,545.46	1,610,751.94	-10,066.94	100.63%
91910200	Prop. Taxes - Current Unsecured	54,400	229.56	54,684.64	-284.64	100.52%
91910300	Supplemental Taxes Current	38,400	13,112.67	57,139.65	-18,739.65	148.80%
91910400	Prop. Taxes Sec. Delinquent	12,605		9,745.19	2,859.81	77.31%
91910500	Prop. Taxes Supp. Delinq.	1,945		3,724.09	-1,779.09	191.47%
91910600	Unitary Current Secured	14,500	11.54	16,335.36	-1,835.36	112.66%
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	140		174.88	-34.88	124.91%
91913000	Prop. Tax Prior - Unsecured	1,105	71.73	571.52	533.48	51.72%
91914000	Penalty Costs - Prop. Tax	500	51.31	414.77	85.23	82.95%
91919900	Taxes - Other	-	19.40	19.40	-19.40	#DIV/0!
	SUB-TOTAL TAXES 9100	1,724,280	33,041.67	1,753,561.44	-29,281.44	101.70%
94941000	Interest Income	14,000		14,655.00	-655.00	104.68%
94942900	Building Rental Other	125,000	9,602.48	130,168.62	-5,168.62	104.13%
94943900	Cell Tower Leases	48,500	3,958.17	47,498.04	1,001.96	97.93%
94944800	Rec.Concessions Final 9	21,000	4,400.37	22,030.09	-1,030.09	104.91%
94945900	Other Vending Devices	-		0.00	0.00	
94949000	Concessions - Other	-		0.00	0.00	
95952200	Homeowner Prop. Tax Relief	14,000	1,869.73	12,464.42	1,535.58	89.03%
95952900	In-Lieu Taxes	220,000		5,301.86	214,698.14	2.41%
95959504	Fiscal Relief for Independent Special	-		0.00	0.00	
95956900	State Aid - Other Misc. Programs	-		0.00	0.00	
96963313	Miscellaneous Fees	1,000		1,539.81	-539.81	153.98%
96964600	Recreation Service Charges	550,000	62,079.92	605,401.58	-55,401.58	110.07%
96969700	Security Services	1,000		47.87	952.13	4.79%
96969903	Sponsorships/Scholarships	-		0.00	0.00	
97973000	Donations & Contributions	2,000		2,425.00	-425.00	121.25%
97973200	Recreation Contributions	-		0.00	0.00	
97973300	Orangevale Clubs	-		0.00	0.00	
97974000	Insurance Proceeds	900		140.95	759.05	15.66%
97979000	Revenue - Other	1,500	211.45	2,348.75	-848.75	156.58%
	SUB-TOTAL OTHER MISC. INCOM	998,900	82,122.12	844,021.99	154,878.01	84.50%
	TOTAL BUDGET AMOUNT	2,723,180	115,164	2,597,583	125,596.57	95.39%

OLLAD EXPENDITURES
FOR THE MONTH ENDING
JUNE 30, 2023

CLAIM #	ACCOUNT #	VENDOR	DESCRIPTION	AMOUNT
1907026394	20210300	NORTHERN CALIFORNIA INALL	AGRICULTURAL/HORTICULTURAL SER	412.50
1907019770	20210400	US BANK NATIONAL ASSOCIAT	AGRICULTURAL/HORTICULTURAL SUPI	848.88
1907020663	20210400	NUTRIEN AG SOLUTIONS INC	AGRICULTURAL/HORTICULTURAL SUPI	244.69
				1,093.57
1907012213	20211200	LOWES BUSINESS ACCOUNT	BUILDING MAINTENANCE SUPPLIES/M/	482.49
1907012212	20211200	AMERICAN RIVER ACE HARDWA	BUILDING MAINTENANCE SUPPLIES/M/	93.16
				575.65
1907020686	20212200	AQUA SOURCE INC	CHEMICAL SUPPLIES	5,973.66
1907020687	20212200	AQUA SOURCE INC	CHEMICAL SUPPLIES	480.55
1907026389	20212200	SCP DISTRIBUTORS LLC	CHEMICAL SUPPLIES	105.71
				6,559.92
1907026391	20213100	AGUSTIN GUZMAN	ELECTRICAL MAINTENANCE SERVICES	1,335.00
1907020677	20214100	RORY MERRILL	LAND IMPROVEMENT MAINTENANCE S	4,681.00
1907012213	20214200	LOWES BUSINESS ACCOUNT	LAND IMPROVEMENT MAINTENANCE S	81.24
1907012212	20214200	AMERICAN RIVER ACE HARDWA	LAND IMPROVEMENT MAINTENANCE S	76.30
1907016356	20214200	NIMBUS LANDSCAPING MATERI	LAND IMPROVEMENT MAINTENANCE S	24.47
1907016355	20214200	NIMBUS LANDSCAPING MATERI	LAND IMPROVEMENT MAINTENANCE S	48.94
1907019770	20214200	US BANK NATIONAL ASSOCIAT	LAND IMPROVEMENT MAINTENANCE S	3,412.65
				3,643.60
1907019770	20215200	US BANK NATIONAL ASSOCIAT	MECHANICAL SYSTEMS MAINTENANCE	934.83
1907019770	20215200	US BANK NATIONAL ASSOCIAT	TAX ACCRUAL	72.45
				1,007.28
1907012212	20216800	AMERICAN RIVER ACE HARDWA	PLUMBING MAINTENANCE SUPPLIES	74.94
1907016342	20218200	HERITAGE LANDSCAPE SUPPLY	IRRIGATION SUPPLIES	235.26
1907016321	20219100	SMUD	ELECTRICITY	5,932.48
1907020639	20219200	PACIFIC GAS AND ELECTRIC	NATURAL GAS/LPG/FUEL OIL	3,959.68
1907020648	20219300	ALLIED WASTE SERVICES OF	REFUSE COLLECTION/DISPOSAL SERV	1,733.31
1907016326	20219500	COUNTY OF SACRAMENTO	SEWAGE DISPOSAL	841.93
1907019770	20219800	US BANK NATIONAL ASSOCIAT	WATER	21.74
1907026376	20219800	ORANGEVALE WATER COMPANY	WATER	4,989.83
1907026378	20219800	SAN JUAN WATER DISTRICT	WATER	193.31
1907026380	20219800	SAN JUAN WATER DISTRICT	WATER	154.70
				5,359.58
1907016354	20220500	NAZIR GROUP	AUTO MAINTENANCE SERVICES	237.19
1907016338	20220600	GENUINE PARTS CO	AUTO MAINTENANCE SUPPLIES	28.52
1907020688	20220600	GENERAL PARTS DISTRIBUTIO	AUTO MAINTENANCE SUPPLIES	210.40
				238.92
1907012212	20222600	AMERICAN RIVER ACE HARDWA	EXPENDABLE TOOLS	22.48
1907019770	20223600	US BANK NATIONAL ASSOCIAT	FUEL/LUBRICANTS	1,356.51

ORANGEVALE RECREATION AND PARK DISTRICT - OLLAD ASSESSMENT
BUDGET EXPENDITURE DETAIL
FISCAL YEAR 2022/2023
JUNE 2023

Account Number	Expenditure Account	Budgeted 2022/2023	Current Expenditure	Expenditures to Date	Funds Available	% Left
2000	SERVICES & SUPPLIES					
20203500	Education/Training Service	3,000.00		1,359.66	1,640.34	55%
20206100	Membership Dues	800.00		-	800.00	100%
20207600	Office Supplies	500.00		308.70	191.30	38%
20207602	Signs	1,000.00		1,171.00	(171.00)	-17%
20207603	Keys	1,000.00		170.21	829.79	83%
20210300	Agricultural/Horticultural Service	12,500.00	412.50	5,025.00	7,475.00	60%
20210400	Agricultural/Horticultural Supply	12,000.00	1,093.57	9,181.35	2,818.65	23%
20211200	Building Maint. Supplies	8,500.00	575.65	8,774.37	(274.37)	-3%
20212200	Chemicals	30,000.00	6,559.92	34,581.61	(4,581.61)	-15%
20213100	Electrical Maint. Service	4,500.00	1,335.00	1,335.00	3,165.00	70%
20213200	Electrical Maint. Supplies	2,000.00		467.46	1,532.54	77%
20214100	Land Improv. Maint. Service	47,500.00	4,681.00	37,266.00	10,234.00	22%
20214200	Land Improv. Maint. Supplies	34,500.00	3,643.60	23,556.66	10,943.34	32%
20215100	Mechanical System Maint. Ser	9,500.00		1,804.72	7,695.28	81%
20215200	Mechanical System Maint. Sup	3,000.00	1,007.28	1,938.66	1,061.34	35%
20216200	Painting Supplies	1,500.00		449.00	1,051.00	70%
20216700	Plumbing Maint. Service	1,000.00		465.06	534.94	53%
20216800	Plumbing Maint. Supplies	2,500.00	74.94	371.80	2,128.20	85%
20218100	Irrigation Service	2,000.00		-	2,000.00	100%
20218200	Irrigation Supplies	16,000.00	235.26	8,793.98	7,206.02	45%
20218500	Permit Charges	4,000.00		3,075.00	925.00	23%
20219100	Electricity	70,000.00	5,932.48	64,479.81	5,520.19	8%
20219200	Natural Gas / LPG/ Fuel Oil	24,000.00	3,959.68	31,290.54	(7,290.54)	-30%
20219300	Refuse Collection / Disposal Service	23,500.00	1,733.31	20,877.16	2,622.84	11%
20219500	Sewage Disposal Service	14,200.00	841.93	13,568.98	631.02	4%
20219700	Telephone System	1,500.00		-	1,500.00	100%
20219800	Water	66,000.00	5,359.58	63,490.91	2,509.09	4%
20219900	Telephone System Maintenance	2,000.00		1,332.00	668.00	33%
20220500	Auto Maintenance Service	5,000.00	237.19	3,299.09	1,700.91	34%
20220600	Auto Maintenance Supplies	5,000.00	238.92	4,573.76	426.24	9%
20221200	Construction Equip. Maint. Sup.	500.00		18.31	481.69	96%
20222600	Expendable Tools	3,000.00	22.48	22.48	2,977.52	99%
20223600	Fuel & Lubricants	21,000.00	1,356.51	23,769.22	(2,769.22)	-13%
20227500	Rent/Lease Equipment	4,000.00		729.08	3,270.92	82%
20228100	Shop Equip. Maint. Service	1,500.00		581.15	918.85	61%
20228200	Shop Equip. Maint. Supplies	7,500.00	1,087.30	7,807.39	(307.39)	-4%
20229100	Other Equip. Maint. Service	1,500.00		858.90	641.10	43%
20229200	Other Equip. Maint. Supplies	3,000.00		1,201.53	1,798.47	60%
20231400	Clothing/Personal Supplies	3,500.00	359.46	3,270.49	229.51	7%
20232100	Custodial Service	0.00		-	0.00	#DIV/0!
20232200	Custodial Supplies	19,500.00	441.83	11,824.08	7,675.92	39%
20250500	Accounting Services	3,000.00		3,286.80	(286.80)	-10%
20252500	Engineering Services	15,100.00		13,320.22	1,779.78	12%
20253100	Legal Services	10,000.00	108.00	2,511.00	7,489.00	75%
20257100	Security Services	23,000.00	2,278.00	20,703.86	2,296.14	10%
20259100	Other Professional Services	38,000.00	657.41	22,833.82	15,166.18	40%

Account Number	Expenditure Account	Budgeted 2022/2023	Current Expenditure	Expenditures to Date	Funds Available	% Left
20289800	Other Operating Expenses Sup.	3,000.00		-	3,000.00	100%
	SUB-TOTAL	565,600.00	44,232.80	455,745.82	109,854.18	19%
3000	OTHER CHARGES					
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		60.00	1,240.00	95%
	SUB-TOTAL	1,300.00	-	60.00	1,240.00	95%
4000	FIXED ASSETS					
42420200	Struc. & Improvements	328,000.00		11,668.37	316,331.63	96%
43430300	Equipment	0.00		-	0.00	#DIV/0!
	SUB-TOTAL	328,000.00	-	11,668.37	316,331.63	0%
	GRAND TOTAL	894,900.00	44,232.80	467,474.19	427,425.81	48%

ORANGEVALE RECREATION AND PARK DISTRICT - KENENTH GROVE ASSESSMENT
BUDGET EXPENDITURE DETAIL
FISCAL YEAR 2022/2023
JUNE 2023

Account Number	Expenditure Account	Budgeted 2022/2023	Current Expenditures	Expenditures to Date	Funds Available	% Left
2000	SERVICES & SUPPLIES					
2E+07	Advertise/Legal Notices	500.00		-	500.00	100%
2E+07	Office Supplies	100.00		-	100.00	100%
2E+07	Signs	50.00		-	50.00	100%
2E+07	Agricultural/Horticultural Service	500.00		-	500.00	100%
2E+07	Agricultural/Horticultural Supplies	80.00		-	80.00	100%
2E+07	Water	750.00	55.58	680.00	70.00	9%
2E+07	Fuel & Lubricants	800.00	560.00	1,200.00	(400.00)	-50%
2E+07	Accounting Services	600.00		633.60	(33.60)	-6%
2E+07	Engineering Services	1,000.00		1,000.00	0.00	0%
2E+07	Legal Services	100.00		-	100.00	100%
2E+07	Transcribing Services	0.00		-	0.00	
2E+07	Other Professional Services	500.00		-	500.00	100%
2E+07	Other Operating Exp - Services	452.00		-	452.00	100%
2E+07	COMPASS Costs	150.00		-	150.00	100%
2E+07	GS Parking Charges	0.00		-	0.00	
	SUB-TOTAL	5,582.00	615.58	3,513.60	2,068.40	37%
4000	FIXED ASSETS					
4.2E+07	Struc. & Improvements	0.00		-	0.00	0%
	SUB-TOTAL	0.00	-	-	0.00	0%
	GRAND TOTAL	5,582.00	615.58	3,513.60	2,068.40	37%

**ORANGEVALE RECREATION & PARK DISTRICT
RECREATION COMMITTEE MEETING RECAP
FRIDAY, JUNE 23, 2023
10:00 AM**

**LOCATION:
Orangevale Community Center
6826 Hazel Avenue in Orangevale, CA 95662**

1. CALL TO ORDER

The meeting was called to order at 10:05am by Committee Chair Montes.

In attendance: Director Lisa Montes, Director Mike Stickney, Admin Barry Ross, Supervisor Melyssa Woodford, Supervisor Jason Bain.

2. PUBLIC DISCUSSION

Any person may address the committee; however, any matter that requires action will be referred to staff and/or committee/Board of Directors for a report and action at a subsequent meeting.

There was no public discussion as there were no guests from the public in attendance.

3. UNFINISHED BUSINESS

There was no unfinished business.

4. NEW BUSINESS

- A. Activity Guide: Review cost-saving options related to providing the Activity Guide digitally, through printing/mailing, or a combination. Bring a recommendation to the full Board of Directors at the July 20 meeting.

Admin Ross provided the committee with the staff report from the May 18 Board of Directors meeting that included four options to consider. Supervisor Woodford then provided the committee with sample postcard mailers, written responses from residents when surveyed about options, and data from four other districts who have considered changing from print Activity Guides to a digital only option.

During committee discussion, everyone liked the concept of mailing the postcard to all district residences, and then mailing printed Activity Guides only to those who request one. (Note: the postcards will notify residents that the new Activity Guide is available online, and will have a QR code to take them directly there from their mobile device. The postcard would offer those wishing a hard copy to call or email us.). Melyssa explained that if we print a lower volume of the guides, the cost per guide will increase. The committee felt that printing about 1,000 copies of the guide would be sufficient and would likely leave enough extra for marketing at events. Staff will determine the cost to print 1,000 copies and adjust from there.

Staff will notify the full Board on July 20 how they intend to proceed with the printing and mailing of future Activity Guides. The current intention is to begin changes with the Winter/Spring issue where we would print only about 1,000 guides. We would then like to ween the public off of printed guides over the course of two cycles so that everyone is viewing the digital guide online beginning with the Fall/Winter 2024 issue. The expected savings for the first two issue cycles would be about \$5,000 - \$7,000 per cycle. After that, the savings would reach about \$7,000 - \$8,500 per issue cycle.

The committee requested that staff speak with Civic representatives about capturing analytics when emails/messages are sent to customers through Civic. We want to know what percentage have opened the email, and what percentage clicked on the link taking them to the digital activity guide.

The committee will request data from staff that will help determine increases or decreases in registration and rental revenue that may be associated with this change in marketing.

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

Director Stickney advised that our larger special event requests (i.e. Cyclocross, Summer Palooza, Disc Golf St. Patrick Tournament, Cemetary Haunted House) are brought to the Recreation Committee before being brought to the full Board. Fees, maintenance items, and other details can be resolved in advance so the committee can make a confident recommendation to the full Board.

6. **SET DATE FOR NEXT MEETING**

No date was set for a future meeting

7. **ITEMS FOR NEXT AGENDA**

No items were determined for the next meeting

8. **ADJOURNMENT**

The meeting was adjourned at 10:31am by Committee Chair Montes

NOTICE:

As presiding officer, the Chair has the authority to preserve order at all 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 meeting, and to enforce the rules of the meeting.

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

Directors can be reached at: director@ovparks.com

Sharon Brunberg

Manie Meraz

Lisa Montes

Arica Presinal

Mike Stickney

**ORANGEVALE RECREATION & PARK DISTRICT
PLANNING COMMITTEE MEETING RECAP
FRIDAY, June 9, 2023
9:30 AM**

**MEETING LOCATIONS:
To begin at ORANGEVALE COMMUNITY CENTER
6826 Hazel Avenue, Orangevale, CA 95662**

**Meeting will continue near entrance of SHADY OAKS DISC GOLF COURSE at 10:00 AM
7208 Hazel Avenue, Orangevale, CA 95662**

1. CALL TO ORDER

The meeting was called to order by Committee Chair Michael Stickney at 9:35am. In attendance were Director Stickney, Director Manie Meraz, Administrator Barry Ross, and Superintendent Horacio Oropeza.

2. PUBLIC DISCUSSION

*Any person may address the committee; however, any matter that requires action will be referred to staff and/or committee/Board of Directors for a report and action at a subsequent meeting.
No additional members of the public participated in the meeting.*

3. MINUTES

*Review of minutes/recap of the Planning Committee Meeting from May 26, 2023
Minutes were provided for reference.*

4. UNFINISHED BUSINESS

There were some updates provided regarding tasks assigned at the May 26 meeting. Most notably, Admin Ross has contacted representatives from San Juan Unified School District regarding the drain pipe that is moving water from Pasteur Middle School into the park at the fairway of Hole #6, causing significant soil erosion. SJUSD confirmed the location of the active drainpipe. A site visit/meeting is being scheduled to inspect the problem and discuss plans for improvements.

5. NEW BUSINESS

a. Review options to extend the cell tower lease agreement with American Tower

Admin Ross reviewed a letter with the committee that came from American Tower expressing their wishes to extend the current lease agreement which is scheduled to expire in June 2024. The two primary options include 1) extending the lease by 30 years (or as long as we desire) with a 20% lease increase every five years, their desire to include “non-compete” and “limited right of first refusal” language, and the potential of a one-time signing bonus; or 2) a 99-year term easement in exchange for up to \$650,000.

The committee expressed concern about a long-term agreement that lasts 30 years citing how changes in technology could put us at a disadvantage in the long run. The committee also expressed concern with the “non-compete” and “limited right of first refusal” clauses and would like a clear explanation. The committee would also expect that American Tower covers the District’s legal fees during this process. In short, this is what the committee desires, and would like Admin Ross to discuss with American Tower and bring to the full Board of Directors:

- *15-year lease agreement*
- *\$28,000 signing bonus to help offset the high inflation over the past two years*
- *Clear definition of the “non-compete” and “limited right of first refusal”*
- *Add a clause to the agreement stating an expectation of at least 72-hour notice from American Tower before entering the park to conduct work on the tower. This will allow our staff to prepare grounds that American Tower’s heavy vehicles would be driving on.*
- *Review the agreement for language regarding sub-letting tower space to other cell companies.*

- *American Tower is to cover the District's legal fees in solidifying the lease agreement, as was done in 2019.*

b. Shady Oaks Disc Golf Course

- Walk holes #9 - #18 and identify improvement projects for the course.

This was a continuation of the May 26 meeting to finish walking the course to help identify areas with maintenance and safety concerns in effort to plan and prioritize future projects. On May 26, the committee looked at holes #1 - #8. At this meeting, the committee began at hole #9.

Hole #9:

Benches: *There are two wood benches in fair condition.*

Tee Pad: *Appears to be very worn*

Soil: *Soil should be added around the tee pad to reduce the drop-off.*

Other: *There are large wooden beams by the creek that need to be removed.*

Action Item: *District staff is to remove the wood beams.*

Hole #10:

Benches: *There is a wood bench located near a tree across the path from the #10 tee area. That bench is in poor/unsafe condition and needs to be removed. There is a wood bench near the tee pad that is in good condition.*

Tee Pad: *Consider moving it several yards back or to the left.*

Baskets: *Consider adding another basket sleeve to the right of the other sleeves.*

Soil: *Soil should be added around the tee pad to reduce the drop-off.*

Other: *1. There is a large dying tree in the fairway that is leaning sharply and poses a potential danger. 2. The retaining wall at the creek is looking old and worn. It appears to still be effective, but we are to consider having an engineer look at it.*

Action Items: *1. District staff is to remove the wooden bench mentioned above. 2. District staff is to cut the dying tree that poses a potential danger. They are to retain as much of the tree as is safe to continue to provide an obstacle for disc golf. 3. District staff is to research and seek services of an engineer to look at the retaining wall.*

Hole #11:

Benches: *There are three wood benches. Two are in fair condition and one is in poor condition.*

Soil: *Soil should be added around the tee pad to reduce the drop-off. There is a lot of soil erosion in the basket area and soil or bark should be added to this area.*

Action Item: *District staff is to confirm with Disc Golf Club President if they would like any of the benches removed and determine who will conduct the work.*

Hole #12: *This hole was not inspected.*

Hole #13:

Benches: *There are two benches. One metal bench is in good condition. One wood bench is in poor and unsafe condition and needs to be removed.*

Action Items: *District staff is to remove the wooden bench mentioned above.*

Hole #14:

Benches: *There are two wood benches. The committee recommends removing the one in poor condition and keeping the one in good condition where it is. We would want to add a new bench and place it in a location suggested by the Club.*

Tee Pad: *There are two tee pads, and both are used by players.*

Baskets: *One basket is located on a slope that has significant soil erosion. The committee recommends removing that sleeve and adding another sleeve further up the embankment to reduce additional erosion. There is a similar on Hole #2.*

Soil: *There is soil erosion near the lower tee pad area that should be addressed. The soil erosion near the basket slope should be addressed.*

Other: *1. There is a drop off at the end of the foot bridge that could be reduced by adding soil or a step. 2. There is a large wood beam in the weeds near the creek that needs to be removed. 3. The*

retaining wall at the creek is looking old and worn, and the concrete footings are exposed due to soil erosion. It appears to still be effective, but we are to consider having an engineer look at it.
Action Items: 1. District staff is to confirm with Disc Golf Club President if they would like the bench in poor condition to be removed and determine who will conduct the work. Also find out where they would like a new bench added. 2. District staff is to remove the wood beam. 3. District staff is to add soil or a step to reduce the drop off at the end of the foot bridge. 4. District staff is to research and seek services of an engineer to look at the retaining wall.

Hole #15:

Benches: There are three wood benches. Two are in fair condition and one is in poor condition.

Soil: Soil should be added around the tee pad to reduce the drop-off.

Action Item: District staff is to confirm with Disc Golf Club President if they would like any of the benches removed and determine who will conduct the work.

Hole #16:

Benches: There are two wood benches. Both are in good condition.

Soil: There is soil erosion in the fairway that seems to be caused in part by a County drainage pipe that enters the edge of the fairway from Hazel Ave. and spills water into the course.

Action Item: District staff is to contact the County to schedule a meeting to discuss options to reduce the drainage issue.

Hole #17:

Benches: There are two wood benches. Both are in good condition. One has a loose back panel that needs to be tightened.

Soil: Soil erosion has exposed the roots of some trees in the fairway. Water runoff from Hazel Ave. seems to be causing some additional soil erosion.

Other: There is a dying tree in the fairway that has a large vertical crack. This tree poses a potential danger.

Action Item: 1. District staff is to cover the exposed tree roots with soil or bark. 2. District staff is to research draining options to deduce the impact of water runoff from Hazel Ave. 3. District staff is to cut the dying tree that poses a potential danger. They are to retain as much of the tree as is safe to continue to provide an obstacle for disc golf.

Hole #18:

Benches: The committee is please with the two new manufactured tree stump benches.

Tee Pad: There are two tee pads, and both are used by players.

Soil: The committee asks that more soil is added to build up the berm by the basket area. They recommend adding wildflowers and/or shrubs to the area and add irrigation as staff sees fit. They recommend this work be done around November.

Other: 1. Reminder to add a kiosk/message board near the court entrance. 2. Reminder to add a permanent "no parking" sign near the bollard in the emergency roadway north of the courts. 3. The committee is pleased with the extensive irrigation work and the 14 new trees that were planted in May.

Action Items: 1. District staff is to complete the berm soil/wildflower work around November. 2. District staff is to add a new permanent "no parking" sign at the designated bollard and remove the temporary sign. 3. District staff is purchase and install a kiosk/message board at the entrance to the courts.

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

Superintendent Oropeza informed that a group of about 40 volunteers from a local church expressed interest in building a retaining wall of keystone to replace the damaged retaining wall at the Disc Golf putting practice area.

7. **ITEMS FOR NEXT AGENDA**

8. **ADJOURNMENT**

The meeting was adjourned at 12:20pm. No future meeting was confirmed.

NOTICES:

1. As presiding officer, the Chair has the authority to preserve order at all 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 meeting, and to enforce the rules of the meeting.

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Directors can be reached at: director@ovparks.com

Sharon Brunberg

Manie Meraz

Lisa Montes

Arica Presinal

Mike Stickney

STAFF REPORT



DATE: 7-20-23
 TO: Board of Directors
 FROM: Barry Ross, District Administrator
 SUBJECT: MONTHLY ACTIVITY REPORT – JUNE 2023

ADMINISTRATION

- On June 8, Admin Ross, Superintendent Oropeza, and Supervisor Bain met with Dan McCready and Richard Jones of the Garland Company. The purpose was to inspect the floors of the pool building to receive recommendations for effective non-slip flooring options.
- Summer Palooza was held at Community Park on June 16-18. OVparks had a marketing booth and several booths with fun youth activities. We held our 40th Anniversary celebration from noon-4pm on June 18 with a DJ, magician, a live band, and some fun contests and give-aways.
- On June 27, we held the mandatory pre-bid meeting for the swimming pool renovation project. Admin Ross, Superintendent Oropeza, Superintendent Von Aesch, and Supervisor Bain hosted the meeting at the swimming pool. A representative from Aquatic Design Group was in attendance along with representatives from four general contracting companies.

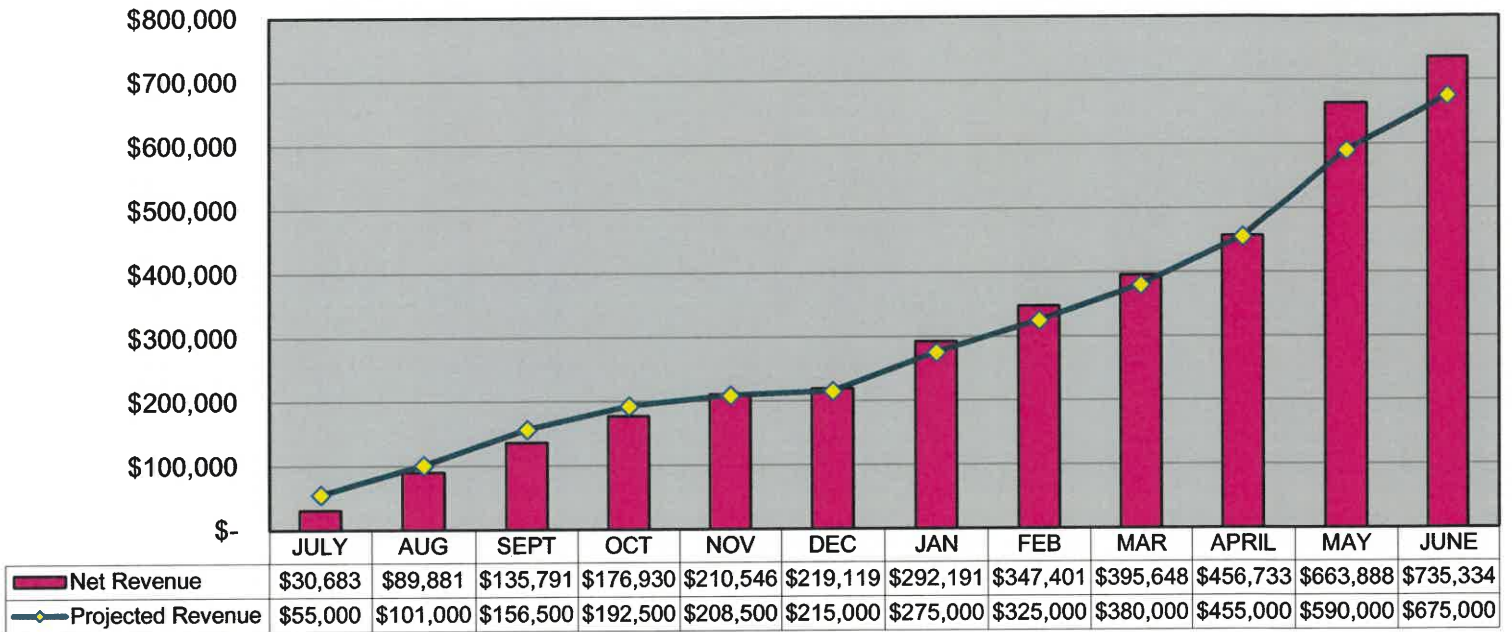
RECREATION Monthly Report: June 2023

June	Enrollment	Attendance		Gross Revenue
Active Adults				
Bridge	47		\$	94.00
Mid-Day Movie		8		
Zumba Gold	3		\$	90.00
Active Adults Sub Total	50	8	\$	184.00
Aquatics				
Full Moon & Sunset Paddles	3		\$	267.00
Jr. Kayaking Camp	2		\$	390.00
Kids Kayaking Camp	2		\$	390.00
Swim Lessons Session 1	254		\$	17,802.50
Swim Lessons Session 2	252		\$	17,274.00
Aquatics Sub Total	513	0	\$	36,123.50
Classes				
Artist Studio	18		\$	1,026.00
Internet Drivers Education	9		\$	261.00
RTI Babysitting CPR	7		\$	245.00
RTI Child and Babysitting Safety	7		\$	420.00
Stir cooking Classes - Sunset Chef	7		\$	210.00
Stir cooking Classes - Wee Chefs	8		\$	240.00
Ukulele Fretters	32		\$	32.00
Valkyrie Theatre Summer Workshop	23		\$	8,050.00
Valkyrie Theater Friday Show	154		\$	2,310.00
Classes Sub Total	70	0	\$	12,694.00

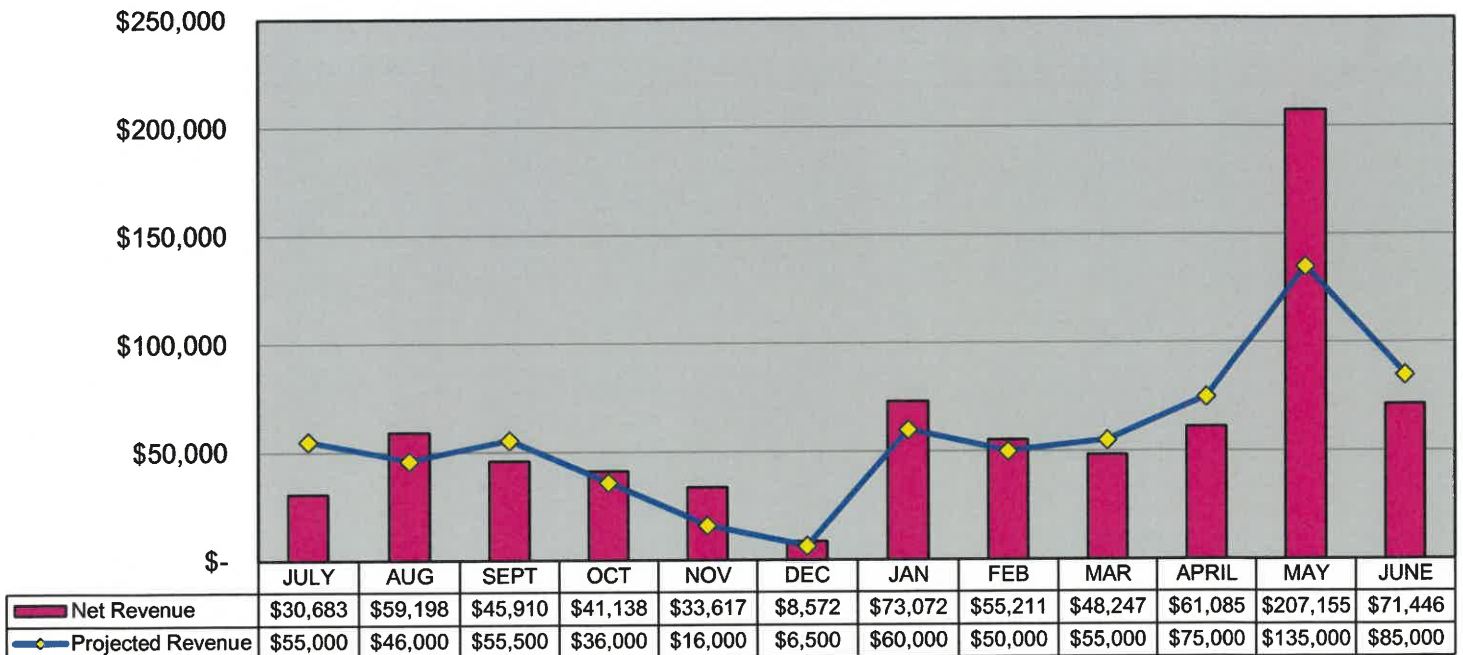
Day Camp				
Rec'ing Crew Session 1	85		\$	16,564.00
Rec'ing Crew Session 2	95		\$	18,415.00
Rec'ing Crew Session 3	102		\$	19,786.00
Wiggles & Giggles	19		\$	855.00
Wiggles & Giggles	18		\$	810.00
Wiggles & Giggles	13		\$	585.00
Day Camp Sub Total	332	0	\$	57,015.00
Sports & Fitness				
Aikido - Teen/Adult	5		\$	651.00
Aikido - Youth	6		\$	515.00
Chen Tai-Chi Chun	7		\$	210.00
Gymnastics - Parent participation	1		\$	103.00
Gymnastics - Tot Gymnastics	1		\$	103.00
Karate - Preschool	1		\$	210.00
Karate - Shotokan Grange Hall	3		\$	705.00
Karate - Shotokan Youth Center	3		\$	705.00
NAofA - All Sports Camp	6		\$	936.00
NaofA - Jr Academy all Sports Camp	6		\$	936.00
Pilates Reformer	7		\$	600.00
Top Notch Basketball Training	41		\$	4,059.00
Top Notch Basketball Summer Camp	10		\$	990.00
Track & Field Camp	11		\$	1,859.00
Turns n Tumble Baby Ballet	13		\$	572.00
Turns n Tumble Pre Ballet	14		\$	616.00
Zumba Gold	3		\$	90.00
Zumbini	10		\$	400.00
Sports & Fitness Sub Total	148	0	\$	14,260.00
GRAND TOTAL	1113	8	\$	108,990.50

June Gross Revenue Recap – June OTC (over-the-counter) revenue for combined recreation and facility rentals ended at \$71,466 which is \$13,554 below the projected amount. June recreation revenue came in at \$62,044 which is \$7,956 below the projected amount. The June facility revenue came in at \$9,402 which is \$5,598 below the projected amount. *Please note the revenue referenced here includes prepayments for future programs while the revenue figures listed in the chart above represent revenue attributed to programs occurring in June.*

2022-2023 ORPD Recreation & Facility Revenue Net vs Projected - Monthly Cumulative View



2022-2023 ORPD Recreation & Facility Revenue Net vs projected - Monthly View



PARKS Monthly Report: June 2023

Park Infrastructure

- Staff continues to conduct monthly playground inspections and makes repairs on site as needed.
- Staff removed graffiti at Oak & Filbert and the Community Center Park.
- Staff removed the old fence and a large tree stump near the front entrance to Youth Center Park.
- Staff repaired 36 feet of fencing at Community Park.
- Staff conducted weed-control spraying at several parks.

Mechanics

- Staff continues to conduct basic maintenance to small engine equipment.
- Staff replaced a tire on the Toro mower and another on the 2005 Ford Ranger. Both tires were flat and beyond repair.
- Staff replaced the wiring harness to the small trailer (25 feet long).
- Staff replaced the front deck shock absorber of a mower.

Park Irrigation

- Staff repaired one broken lateral line at Almond Park.
- Staff repaired the motor to the pool circulation pump, which was leaking.
- Staff replaced 21 sprinklers at various parks in the District.
- Staff repaired two valves at the soccer field near the Horse Arena.
- Staff repaired a toilet in the restroom building near Shady Oaks.
- Staff replaced a quick coupler near the Horse Arena.
- Staff assisted in the isolation of four irrigation systems at Coleman Park

Park Grounds

- Staff continues ongoing maintenance at all parks (restrooms, trash, mowing, edging, & blowing).
- Staff pruned several trees at Community Center Park and at Community Park near the Horse Arena.
- Staff finished the firebreaks at Orangevale Community Park, Pecan Park, Sundance Nature Area, and Streng Park.
- Staff removed a large fallen limb from a tree near the Community Park playground.
- Staff pruned shrubs at the Community Center parking lot.
- The Horse Arena was prepared for two horse show rentals.

Other Reports

- Staff assisted in the preparation for Summer Palooza town fair.
 - Several trees were pruned.
 - Sections of the fence were removed.
 - Electrical was checked and two outlets were replaced.
 - Two new plugs were installed.

Fulton-El Camino Park District Police Department
Monthly activity report for: Orangevale Recreation and Park District
Reporting Period: June 1-30, 2023

Almond Park

Warning: 6/12/23 19:30 SCO 9.36.061(a)(4) Subject had dog off leash in park. Due to lack of prior contact, a warning was issued.
 Parking Citation: 6/4/23 14:44 CVC4000(a) No current registration

Norma Hamlin Park

Call For Service: 6/13/23 20:27 Citizen walking dog in park and saw subject with a tarp/camp set up and trying to start a fire. Subject was gone upon arrival but left evidence of a rock firepit with wood on top.

Off Property

No issues to report.

OV Community Center

Notice To Appear 6/1/23 12:40 CVC 12500(a) Unlicensed Driver Mis
 CVC 16028(a) No Insurance Inf
 CVC 4000(a) No current Registration Inf
 Warnings: 6/1/23 13:02 SCO 9.36.061(a)(4) Subject had German Shepard off leash in park. Due to lack of prior contact, a warning was issued.

OV Community Park

Call For Service: 6/13/23 17:21 Report of two males (late teens/early 20's) in a goldish/brown Dodge Ram PU doing donuts in horse arena parking lot and throwing gang signs and taunting/threatening. Subjects returned with more threats and taunting. Subjects were gone on arrival.

OV Community Park (Disc Golf)

Parking Citations: 6/19/23 19:03 CVC4000(a) no current registration
 Parking Citations: 6/19/23 19:09 CVC4000(a) no current registration

Palisades Park

No issues to report.

Pecan Park

Notice To Appear 6/29/23 15:47 CVC 12500(a) Unlicensed Driver Mis
 CVC 16028(a) No Insurance Inf
 CVC 4000(a) No current Registration Inf
 Warning: 6/26/23 18:51 SCO 9.36.061(a)(4) Subject had medium sized black dog off leash in the creek area of the park. Due to lack of prior contact, a warning was issued.

Sundance Nature Area

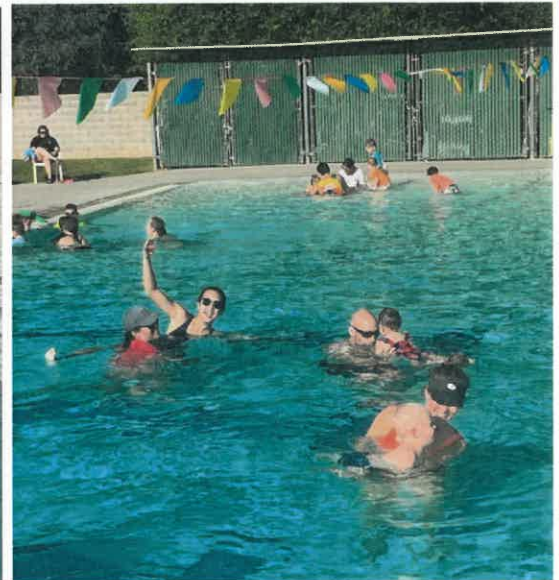
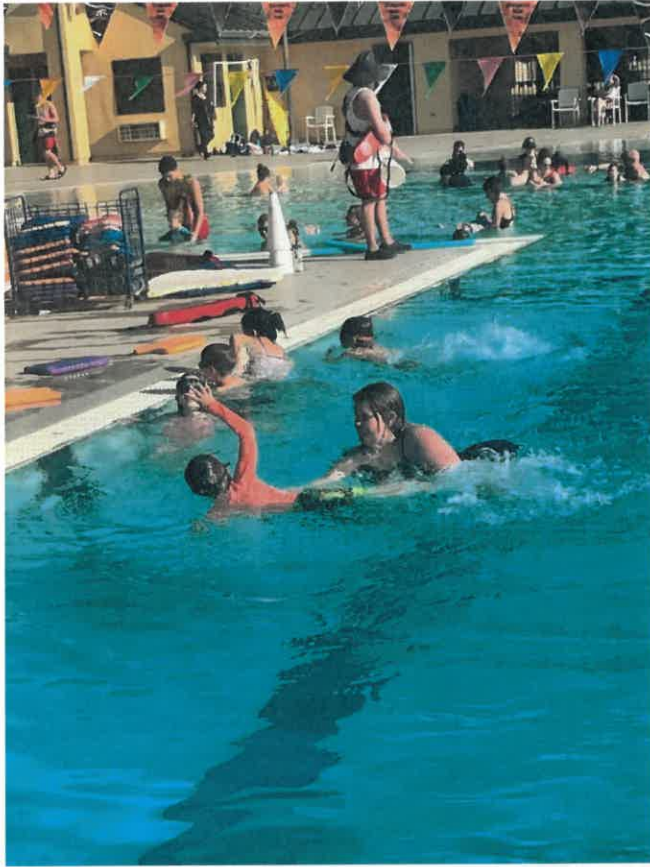
Notice To Appear 6/5/23 20:20 CVC 16028(a) No Insurance Inf
 6/5/23 20:38 CVC 4000(a) No current Registration Inf
 CVC 16028(a) No Insurance Inf
 Call For Service: 6/5/23 20:20 Report of subject living in car in front of park. Vehicle and subject located. Subject is vehicle owner and stated she lost her keys and is waiting for AAA to arrive to assist.

Youth Center Park

No issues to report

OvParks Photos of Interest: June 2023

Swim Lessons



OVparks 40th Anniversary at Summer Palooza



OVparks at Red, White & Blue Parade



Cast & Crew of *The Wizard of Oz*



STAFF REPORT



DATE: 7-20-23

TO: Board of Directors

FROM: Barry Ross, District Administrator

SUBJECT: RECOGNIZING JUDY AND STEVEN LONG FOR THE DONATION OF MEMORIAL BENCHES AT SHADY OAKS DISC GOLF COURSE IN HONOR OF THEIR SON, JEFFREY LONG

BACKGROUND

Judy Long contacted OVparks in April 2022 to inquire about opportunities for donating a memorial bench in honor of her son, Jeffrey Long. Jeffrey was an avid disc golfer at Shady Oaks, and he passed away on October 7, 2021. Over the course of a year, Judy worked with staff on selecting the bench and the location on the course to install it. Judy and Steven ended up selecting a concrete bench that looks like a tree stump. The bench sits one person, so they decided to donate a second bench. The benches fit perfectly within the landscape of Shady Oaks. They selected a location near the tee pad of hole #18 which can be seen clearly from Hazel Ave. Staff installed the benches in May. Judy and Steven held a gathering of family and friends at Jeffrey's memorial benches on June 24.

CERTIFICATE PRESENTATION

The Board of Directors and staff present a certificate to Judy and Steven Long as a symbol of gratitude for their generous donation to the District. Jeffrey's memorial benches bring added value to the Shady Oaks Disc Golf Course and those who play there.



STAFF REPORT



DATE: 7-20-23

TO: Board of Directors

FROM: Barry Ross, District Administrator

SUBJECT: APPROVE THE LETTER OF ENGAGEMENT FROM AUDITOR LARRY BAIN FOR THE FISCAL 2022/23 AUDIT IN THE AMOUNT NOT TO EXCEED \$10,400

RECOMMENDATION

Approve the letter of engagement from auditor Larry Bain for the Fiscal 2022/23 Audit in the amount not to exceed \$10,400.

BACKGROUND

Larry Bain has served as the District's auditor for several years and has submitted a letter of engagement to conduct the Fiscal 2022/23 Audit in the amount not to exceed \$10,400. The "not to exceed" threshold has increased by approximately \$500. The 2022 rates increased by \$1,000 due to new requirements from the Governmental Accounting Standards Board (GASB). In addition to the auditing responsibilities of our capital/property leases, Auditors are now responsible for implementing GASB 87 which covers operating leases such as our cell towers and copy machine. This requires extra steps and accounting software for the Auditor.

RECOMMENDED MOTION

I move we approve the letter of engagement from auditor Larry Bain for the Fiscal 2022/23 Audit in the amount not to exceed \$10,400.

LARRY BAIN, CPA

AN ACCOUNTING CORPORATION

2148 Frascati Drive, El Dorado Hills, CA 95762 / (916)601-8894

lpbain@sbcglobal.net

July 12, 2023

Board of Directors and Management
Orangevale Recreation and Park District
Orangevale, CA

We are pleased to confirm our understanding of the services we are to provide Orangevale Recreation and Park District for the fiscal year ended June 30, 2023.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of Orangevale Recreation and Park District as of and for the fiscal year ended June 30, 2023. Accounting standards generally accepted in the United States of America (GAAS) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Orangevale Recreation and Park District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Orangevale Recreation and Park District's RSI in accordance with GAAS. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles (GAAP) and will be subjected to certain limited procedures, but will not be audited:

- 1) Budget to actual schedule
- 2) Pension trend information

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

Auditor's Responsibilities for the Audit of the Financial Statements

We will conduct our audit in accordance with GAAS and will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Orangevale Recreation and Park District's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Other Services

We will also assist in preparing the financial statements of Orangevale Recreation and Park District in conformity with accounting principles generally accepted in the United States of America based on information provided by you.

We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, and maintaining internal controls relevant to the preparation and fair presentation of financial

statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with accounting principles generally accepted in the United States of America. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

You agree to assume all management responsibilities for the financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of Larry Bain, CPA, An Accounting Corporation and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the State Controller's Office or its designee. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Larry Bain, CPA personnel. Furthermore, upon request, we may provide copies of selected audit documentation to State Controller's Office or its designee. The State Controller or its designee may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

Larry Bain, CPA is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it. We expect to begin our audit on October 23, 2023, and to issue our report no later than January 2024.

Our fee for services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$10,400. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 45 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Reporting

We will issue a written report upon completion of our audit of Orangevale Recreation and Park District’s financial statements. Our report will be addressed to management and those charged with governance of Orangevale Recreation and Park District. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions or add an emphasis-of-matter or other-matter paragraph to our auditor’s report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or withdraw from this engagement.

We appreciate the opportunity to be of service to Orangevale Recreation and Park District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Very truly yours,

Larry Bain, CPA
An Accounting Corporation

RESPONSE:

This letter correctly sets forth the understanding of Orangevale Recreation and Park District.

Management signature: _____

Title: _____

Date: _____

Governance signature: _____

Title: _____

Date: _____

STAFF REPORT



DATE: 7-20-23

TO: Board of Directors

FROM: Barry Ross, District Administrator

SUBJECT: LEASE EXTENSION FOR THE CELL TOWER NEAR THE HORSE ARENA THAT IS CURRENTLY LEASED TO AMERICAN TOWER

BACKGROUND

The current lease agreement with American Tower is set to expire in June 2024. It is in the best interest of both parties to extend the lease agreement. American Tower began corresponding with Admin Ross about extending the lease in February 2022. Their wish is for our lease extension to cover as many future years as we are comfortable with. In their letter dated February 14, 2022, they are requesting a 30-year extension with 20% escalators at every 5-year interval. This also included a \$10,000 signing bonus, and their desire of adding a “non-compete” and “limited right of first refusal” clauses in the contract. Another offer was a 99-year term easement in exchange for a one-time payment of about \$510,000.

More recent communications in May 2023 revealed that the one-time signing bonus could increase to as much as \$30,000 and the 99-year term easement could now provide a one-time payment up to \$650,000.

On June 9, the Planning Committee reviewed these options. The math shows that the one-time payment option hurts the District financially in the long run. The committee expressed concern about a long-term agreement that lasts 30 years citing how changes in technology could eventually put us at a disadvantage in the. The committee also expressed concern with the “non-compete” and “limited right of first refusal” clauses and would like a clear explanation on how that impacts the District. The committee would also expect that American Tower covers the District’s legal fees during this process. In short, this is what the committee desires:

- 15-year lease agreement
- \$28,000 signing bonus to help offset the high inflation over the past two years
- Clear definition of the “non-compete” and “limited right of first refusal” and what that means for the District.
- Add a clause to the agreement stating an expectation of at least 72-hour notice from American Tower before entering the park to conduct work on the tower. This will allow our staff to prepare grounds that American Tower’s heavy vehicles would be driving on.
- Review the agreement for language regarding sub-letting tower space to other cell companies, and what that means to the District.
- American Tower is to cover the District’s legal fees in solidifying the lease agreement, as was done in 2019 with our lease with the cell tower near Final 9.

NEXT STEPS

Admin Ross has presented these committee desires to American Tower and is waiting for their response. An update will be provided on July 20 if available.



AMERICAN TOWER®

MD7

February 14, 2022

c/o American Tower
10590 West Ocean Air Drive, Suite 300
San Diego, CA 92130

Barry Ross
Orangevale Recreation And Park District
6826 Hazel Ave
Orangevale, CA, 95662

RE: Tower Site Number: 411146; Tower Site Name: Oak Avenue Ca, located at 7143 Filbert Ave, Orangevale, CA, 95662-2725 (the "Tower Site")

Dear Landlord,

American Towers, LLC (together with its subsidiaries and affiliates, "American Tower") is actively reviewing its portfolio of sites to determine ways to maintain a more efficient and economical portfolio based on current market conditions. In order to ensure all parties enjoy the long-term benefit of this Tower Site, we need to adjust the terms of the contract. As a part of this portfolio review, American Tower has implemented a program that will offer you the opportunity to potentially strengthen your strategic relationship as well as provide you the opportunity to secure your rental income.

MD7 has been retained by American Tower to provide services in administering this program that would greatly benefit you moving forward. We request that you contact MD7 directly at the numbers listed below to discuss suggested changes to the agreement for the Tower Site. When you call, please provide your Tower Site Number to the contact below.

We look forward to working with you to find a mutually beneficial solution.

Sincerely,

**MD7 Lease Consultant
Authorized Vendor of American Towers, LLC
and its subsidiaries and affiliates**



PLEASE CONTACT: Kymberlie Kutzler
PHONE: (858) 997-1018
SITE ID: 411146
PLEASE PROVIDE YOUR SITE ID WHEN CALLING.

****PLEASE NOTE: Nothing contained herein shall be construed as, or deemed to create, an agency, joint venture, or partnership relationship between American Tower and MD7.**

10590 WEST OCEAN AIR DRIVE / SUITE 300 / SAN DIEGO, CA 92130



February 14, 2022

Orangevale Recreation And Park District
C/O Barry Ross
6826 Hazel Ave
Orangevale, CA 95662

RE: American Tower Site No. 411146 / Oak Avenue Ca (“Tower Site”)

Dear Valued Landlord,

As the leading independent operator of wireless and broadcast communication sites, American Towers LLC (together with its affiliates and subsidiaries, “American Tower”) understands the importance of maintaining productive long-term relationships with its landlords. American Tower has therefore engaged MD7 to reach out to its landlords to review ways to grow and develop those relationships.

Based upon current market conditions, we need to adjust the financial terms of this Tower Site’s contract in order to ensure the long-term stability of the Tower Site and allow all parties to benefit. The proposal below outlines two options available for the tower on your property:

Option 1: Lease Extension

- A one-time signing bonus of \$10,000.00
- Current rent to remain and increase as scheduled
- 20% term escalation will continue 06-15-2024
- Adding Non-compete and Limited Right of First Refusal language
- Providing 6 terms of 5 years each; final expiration date will be 06-14-2074

Option 2: 99-year Term Easement

- One-time payment of \$510,105.60
- This can also be structured as a set number of monthly or annual guaranteed installments payments, with interest, personalized to fit your long-term financial needs.

I look forward to working with you to secure this mutually beneficial relationship for the years to come. After you review the options outlined above, please contact me to discuss further.

Respectfully,

Kymerlie Kutzler
kkutzler@md7.com
(858) 997-1018
MD7 | Lease Consultant

An authorized vendor of American Towers LLC and its subsidiaries and affiliates

****PLEASE NOTE:** All proposals are good for a limited time and for discussion purposes only. The parties will not be bound in any respect and with regard to any proposal until and unless a written agreement is signed by all applicable parties. Further, all proposals are contingent upon: 1) American Tower’s confirmation, review and approval, in its sole discretion, of a title report and if necessary, a land survey of the property; and 2) final approval and authorization by American Tower’s Executive Team. Nothing contained herein shall be construed as, or deemed to create, an agency, joint venture, or partnership relationship between American Tower and MD7.

6. **Non-Compete.** During the original term, any Existing Renewal Terms, and/or any New Renewal Terms of the Lease, as amended hereby, Landlord shall not sell, transfer, grant, convey, lease, and/or license by deed, easement, lease, license or other legal instrument, an interest in and to, or the right to use or occupy any portion of the Parent Parcel or Landlord's contiguous, adjacent, adjoining or surrounding property to any person or entity directly or indirectly engaged in the business of owning, acquiring, operating, managing, investing in or leasing wireless telecommunications infrastructure (any such person or entity, a "Third Party Competitor") without the prior written consent of Tenant, which may be withheld, conditioned, and/or delayed in Tenant's sole, reasonable discretion.

7. **Limited Right of First Refusal.** Notwithstanding anything to the contrary contained herein, this paragraph shall not apply to any fee simple sale of the Parent Parcel from Landlord to any prospective purchaser that is not a Third Party Competitor. If Landlord receives an offer or desires to offer to: (i) sell or convey any interest (including, but not limited to, leaseholds or easements) in any real property of which the Leased Premises is a part to a Third Party Competitor or (ii) assign all or any portion of Landlord's interest in the Lease to a Third Party Competitor (any such offer, the "*Offer*"), Tenant shall have the right of first refusal to purchase the real property or other interest being offered by Landlord in connection with the Offer on the same terms and conditions. If Tenant elects, in its sole and absolute discretion, to exercise its right of first refusal as provided herein, Tenant must provide Landlord with notice of its election not later than forty-five (45) days after Tenant receives written notice from Landlord of the Offer. If Tenant elects not to exercise Tenant's right of first refusal with respect to an Offer as provided herein, Landlord may complete the transaction contemplated in the Offer with the Third Party Competitor on the stated terms and price but with the express condition that such sale is made subject to the terms of the Lease, as modified by this Amendment. Landlord hereby acknowledges and agrees that any sale or conveyance by Landlord in violation of this Section is and shall be deemed to be null and void and of no force and effect. The terms, provisions, and conditions of this Section shall survive the execution and delivery of this Amendment.

STAFF REPORT



DATE: 7-20-23
TO: Board of Directors
FROM: Barry Ross, District Administrator
SUBJECT: **PLANS FOR THE PRODUCTION AND DISTRIBUTION OF OUR ACTIVITY GUIDES**

BACKGROUND

At the May 18 Board of Directors meeting there was discussion about converting the Activity Guide from hardcopy format that is mailed to each residence to a digital format that would be viewed online. At that meeting it was decided to move this topic to a Recreation Committee meeting for more discussion to determine the best course of action.

The Recreation Committee met on June 23 where there was healthy and productive discussion with staff that talked thru options ranging from mailing only, digital only, and various hybrids. The committee was confident that the staff had done the required research to make the decision that will work best for them and the District.

NEXT STEPS

It is the staff's intention to produce the Activity Guide in the following manner:

Fall/Winter 2023 Issue: Because the deadline is fast approaching, we will print and mail this issue in the normal manner. We will include an ad in this guide alerting our customers of digital guides in upcoming issues.

Winter/Spring 2024 Issue: Staff will print and mail postcard to all residences. The postcard will direct them to view our new Activity Guide online and will include a QR code to take them there with their mobile device. The postcard will also give them an option to call or email us if they wish to have a hardcopy mailed to them. We will print about 1,000 hard copies to help reach those customers. We expect a savings to the District between \$5,000 - \$7,000.

Spring/Summer 2024 Issue: We will continue to print and mail postcard to all residences. This postcard will give them an option to call or email us if they wish to have a hardcopy mailed to them, but will also notify them that we will no longer print and mail the guides beginning with the next issue (Fall/Winter 2024). We will print about 1,000 hard copies or less to help reach those customers wishing for one in the mail. We expect a savings to the District between \$5,000 - \$7,000.

Fall/Winter 2024 Issue: We will continue to print and mail postcard to all residences so they know to find the Activity Guide digitally. We intend to print a small amount of copies inhouse for our counter for in-person registrations, and to send to a limited number of customers without internet access. We expect a savings to the District between \$7,000 - \$8,500.

STAFF REPORT



DATE: 7-20-23

TO: Board of Directors

FROM: Barry Ross, District Administrator

SUBJECT: **THE FISCAL IMPACT OF ERAF ON THE DISTRICT SINCE 1993**

BACKGROUND

The Educational Revenue Augmentation Fund (ERAF) was implemented by the State of California in 1993 to help them meet their legal obligation to fund public schools. ERAF shifted a portion of property tax revenue that had previously gone to Counties, Cities, and Special District and funneled those dollars into the State Department of Education. This has continued annually for the past 30 years.

The first year of the shift was the most severe as \$1,012,654 was diverted from our District to the State. It is estimated that between \$100,000 - \$200,000 has been shifted each year since, and this is considered a low but safe estimate. If we take the average of \$150,000 per year, it would mean that our District has surrendered approximately \$5,360,000 over the 30 years of ERAF.

NEXT STEPS

Admin Ross has asked the California Special Districts Association (CSDA) to include OVparks in a study they are conducting about the impact of ERAF on California's special districts. We are also seeking data from the State so we can have a more accurate tally of these fiscal impacts.

STAFF REPORT



DATE: 7-20-23

TO: Board of Directors

FROM: Barry Ross, District Administrator

SUBJECT: CONSIDER ADDING JUNETEENTH AS AN OBSERVED HOLIDAY FOR THE DISTRICT AND A PAID HOLIDAY FOR DISTRICT STAFF

BACKGROUND

Juneteenth National Independence Day is a federal holiday commemorating the end of slavery in the United States on June 19, 1865. Juneteenth (celebrated on June 19) became a federal holiday in 2021. It became an observed paid holiday with the State of California in 2022, and with the County of Sacramento in 2023.

All regular full-time employees of the District currently receive the following holidays with pay:

New Year's Day	January 1st
Martin Luther King, Jr. Day	Third Monday in January
President's Day	Third Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4th
Labor Day	First Monday in September
Indigenous Peoples Day	Second Monday in October
Veteran's Day	November 11th
Thanksgiving Holiday	Wednesday before Thanksgiving Day (1/2 day)
Thanksgiving Day	Fourth Thursday in November
Thanksgiving Holiday	Friday following Thanksgiving Day
Christmas Eve	December 24th
Christmas Day	December 25th
New Year's Eve	December 31st (1/2 day)
Floating Holiday	At employee's request (with supervisors approval) within calendar year

NEXT STEPS

We would like to consider adding Juneteenth as an observed holiday for the District and a paid holiday for District staff beginning in calendar year 2024.

Tentative Timeline for Pool Renovation

Rev. 7-14-23

DATE	TASK	Responsible Party	Status
January '22	Determine which Code Issues and Maintenance Issues are to be addressed	OVparks & ADG	Complete
May '22	Contact County Health Dept. to notify them that this project is on the horizon and will be time sensitive	OVparks	Complete
Early June '22 July/Aug '22 Early Sept '22	Complete the 90% Schematic Design Phase	ADG	Complete
June '22 Aug '22; Sept '22 Oct '22	Review and approve Schematic Design	OVparks	Complete
Early Aug. '22 Sept. '22; Oct '22	Construction Documents are ready	ADG	Complete
Early Aug. '22 Sept. '22; Oct '22 Nov '22	Construction Documents are sent to the County Environmental Health Dept.	ADG and OVparks	Completed Nov. 1
Aug-Oct '22 Sept-Oct '22 Oct-Nov '22 Dec '22; Jan '23; Feb '23 By Sept '23	County Health Dept. approval	County	Approval on hold until contractor submits.
Apr-May '23 May-June '23	Create Bid Packet Documents & Approved by Legal	OVparks	Complete
Sept-Oct '22 Oct-Nov '22 Nov-Dec '22 Dec '22-Jan '23 Feb-Mar-Apr '23 Apr-May '23 June '23	Advertise and solicit bids	ADG	Complete
Oct-Nov '22 Nov-Dec '22 Jan-Feb '23 Mar-Apr-May '23 May-June '23 Aug '23	Bid and Award Contract	OVparks and ADG	Bids due 8/3. Award bid by 8/17
Nov/Dec '22 Dec. '22; Jan '23 Feb-Sept '23 Aug- Sept '23	Construction Begins	ADG & Contractor	
Spring '23 May '23-Feb '24 By March '24	Construction Completed	OVparks	

NOTES:

- Construction phase could vary greatly upon contractor availability.
- Once construction begins, the project should be complete within 2.5 months. This could vary greatly depending upon weather, and the possibility of an undesirable discovery. A 2-4 month construction period is safe to assume.

Tentative Timeline for Driveway & Trail Projects at Community Center Park

Rev. 7-14-23

DATE	TASK	Responsible Party	Status
Sept '21	Architect Drawings	MTW Group	Complete
April '22	Topography Drawings from Engineer	Marty Gee, Engineer	Complete
June '22	Geotechnical Study Report	Wallace Kuhl & Assoc.	Complete
Sept '22	CEQA Study	County of Sac	Completed 10/3/22
Sept '22; Oct '22; Nov '22	Deed Restriction Application Docs	OVparks	Completed 11/22/22
Sept '22	Preliminary Construction Docs	MTW Group	Complete
Sept-Oct '22; Oct-Nov '22; Dec '22; Jan. 9 '23	Construction Documents	MTW Group	Complete
Oct '22; Oct-Nov '22; Dec '22; Jan. 10 '23	District Review of Construction Documents	OVparks and MTW Group	Complete
Nov-Dec '22 Dec '22-Jan '23 Feb-Mar '23; Mar-Apr '23 May-June '23	Submit project to County for approval. Lengthy application process.	OVparks and MTW Group	Submitted 3/21. County returned 1 st review 5/3. Requires 2 nd submittal. County returned 2 nd review on 7/5. Requires 3 rd submittal.
Apr-May '23 May-June '23 July-August '23	Create Bid Packet Documents & Approval from Legal	OVparks	Document work is near complete. Finalizing dates.
Nov '22; Nov-Dec '22 Jan '23; Feb-Mar '23 Apr-May '23; June-July '23 August '23	Advertise and Solicit Bids	MTW Group	
Dec '22; Dec '22-Jan '23 Jan-Feb '23; Mar-Apr '23 Apr-June '23; May-Jun '23 June-July; July-Aug '23 Aug-Sept '23	Bid and Award Contract	OVparks and MTW Group	
Jan-Feb '23; Feb-Mar '23 Apr-May '23; May-Jun '23 Jun-Aug '23; Jul-Aug '23 Aug-Sept '23; Sep-Oct '23	Construction Begins	MTW Group and Contractor	
Mar-Apr '23; Jun-July '23 July-Aug '23; July-Sept '23 Aug-Sept; Sept-Nov '23 Oct-Dec '23	Project is complete	MTW Group and Contractor	
July-Dec '23 Aug-Dec '23; Oct-Dec '23	Final Grant Documents are Submitted to the State	OVparks	

NOTES:

- County permit process should take about 30 days but can vary greatly. Current rate is 6 weeks.
- Construction phase would ideally begin within 30 days of awarding contract but could vary greatly upon contractor availability and weather.
- Once construction begins, the project should be complete within two months. This could vary greatly depending upon weather, and the possibility of an undesirable discovery.
- MTW Group will provide updated cost projections during the Construction Document Phase.