

# ORANGEVALE RECREATION & PARK DISTRICT

## Minutes of Meeting of Board of Directors October 13, 2022

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on October 13, 2022 at the District Office. Director Montes called the meeting to order at 6:30 p.m.

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

3. **PLEDGE OF ALLEGIANCE** The Pledge of Allegiance was conducted.
4. **APPROVAL OF AGENDA**  
**MOTION #1** On a motion by Director Brunberg, seconded by Director Presinal, the agenda was approved by a vote of 4-0-0 with Directors Presinal, Brunberg, Meraz, and Montes voting Aye. There were no Nays or Abstentions. Director Stickney was absent.
5. **PUBLIC DISCUSSION** No one wished to address the Board during public discussion.
6. **MINUTES**  
**MOTION #2** Approval of minutes of the Regular Meeting September 8, 2022 (pg. 1-7): On a motion by Director Brunberg seconded by Director Presinal, the minutes were approved by a vote of 3-0-1 with Directors Brunberg, Presinal, & Montes voting Aye. There were no Nays. Director Meraz Abstained. Director Stickney was absent.
7. **CORRESPONDENCE**
  - a) An email from Orangevale resident Mary Teague who expresses appreciation for the new fitness equipment at Community Park. (pg. 8): Admin Ross shared the email received by Mary Teague appreciating the new fitness equipment at the Orangevale Community Park. This equipment was funded by the Orangevale Recreation & Park District, the Rotary Club of Orangevale, and California Parks & Recreation Society.
  - b) An email from Orangevale residents Carol and Mark Rice who extend thanks to our parks maintenance staff for keeping our parks so clean and beautiful. (pg. 9): Admin Ross shared the email with the Board of Directors.

- c) A card from the Fair Oaks & Orangevale HART (Homeless Assistance Resource Team) thanking OVparks for contributing to their successful Backpack Drive in August-September. (pg. 10); Orangevale Recreation & Park District donated over 50 backpacks to this cause with a significant contribution from the Junior Giants for the majority of the backpacks.
- d) OVparks ad in the Orangevale View to promote current and upcoming programs and events. (pg. 11); Admin Ross shared the OVparks ad in the Orangevale View which includes the Family Fright Night to be held on Friday, October 14<sup>th</sup>.

**8. CONSENT CALENDAR**  
**MOTION #3**

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

**8.1. CONSENT MATTERS GENERAL FUND**

- a) Ratification of Claims for August 2022 (pg. 12-13)
- b) Budget Status Report for August 2022(pg. 14-16)
- c) Revenue Report for August 2022 (pg. 17)
- d) Ratification of Claims for September 2022 (pg. 18-19)
- e) Budget Status Report for September 2022 (pg. 20-22)
- f) Revenue Report for September 2022 (pg. 23)

**8.2. OLLAD CONSENT MATTERS**

- a) Ratification of Claims for August 2022 (pg. 24-25)
- b) Budget Status Report for August 2022 (pg. 26-27)
- c) Ratification of Claims for September 2022 (pg. 28)
- d) Budget Status Report for September 2022 (pg. 29-30)

**8.3. KENNETH GROVE CONSENT MATTERS**

- a) Ratification of Claims for August 2022 (pg. 31)
- b) Budget Status Report for August 2022 (pg. 32)
- c) Ratification of Claims for September 2022 (pg. 33)
- d) Budget Status Report for September 2022 (pg. 34)

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

**MOTION #4**

- a) Ratification of Claims for August 2022 (pg. 35)
- b) Ratification of Claims for September 2022 (pg. 36)

On a motion by Director Brunberg seconded by Director Presinal, the non-consent general fund was approved by a vote of 3-0-1 with Directors Meraz, Brunberg, and Presinal voting Aye. There were no Nays. Director Montes Abstained. Director Stickney was absent.

**10. STANDING COMMITTEE REPORTS**

- a) Administration and Finance: No report.
- b) Maintenance and Operation: This committee met on September 20th. See the meeting recap (pg. 37-38): Admin Ross

requested direction from the Board of Directors, at the recommendation of committee members Director Meraz and Director Presinal, to have a licensed technician inspect the electrical box at the amphitheater. The BOD provided general direction of support to proceed with the recommendation. In addition, Director Meraz recommended planting Lantana plants in the area around the signage at the Shady Oaks Disc Golf Course. The Board of Directors voiced support to proceed.

Admin Ross requested the BOD decide if a border along the DG roadway/trail project is desired. Admin Ross is to check with Peter Larimer to discuss the addition of a steel border to keep the pathway together. Board of Directors indicated interest in discussing the costs associated with or without the border at the next Board of Directors meeting.

- c) Recreation Committee: No report. This committee is scheduled to meet on Thursday, October 27 at 10am.
- d) Personnel & Policy: No report. Admin Ross expressed an interest for this committee to meet in November. Directors Meraz and Montes serve on this committee. Agenda items would include the Policies and Procedures Manual and the current COVID-19 vaccination policy. Patti Ayres to provide correct terminology for input into the manual. Admin Ross advised that we expect to receive our updated Policy & Procedure Manual from attorney Patti Eyres within a couple of weeks. Once that is received he will contact the committee to schedule a meeting.
- e) Government: No report.
- f) Planning Committee: No report.
- g) Trails Committee: This committee met on October 6. A meeting recap will be provided in the November 10th Board of Directors packet.
- h) Ad Hoc: No report.

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

- a) Monthly Activity Report – September 2022 (pg. 39-46):  
On September 9, Admin Ross attended the monthly Orangevale Community Council Connect meeting which is an opportunity for community leaders to meet, network, and share updates and information.

On September 12, Admin Ross had a meeting with Meliora Consultants at Fulton El Camino District to discuss our contract, experiences, and level of satisfaction with the Fulton El Camino

Police Department. OVparks is one of eight park and recreation districts being served by FEC Police. OVparks utilizes the FEC Police Department primarily for policy enforcement, but there are occasionally crimes occurring in our parks that are addressed by FEC Police. Overall, Admin Ross expressed satisfaction with FEC Police. One recent billing concern with FEC Police was addressed and was related to lack of communications attributed to recent change in personnel. A common complaint from several districts is FEC Police ticketing customers for non-essential matters such as only having one license plate etc. This variety of ticket has led to upset park visitors. Admin Ross is to attend another meeting in November and relay meeting outcomes to the BOD.

On September 22, OVparks hosted and participated in the Shred Event held at Community Center Park. This event was coordinated by Luz Johnson (LPL Financial) and Audrey Smith-Wiberg (State Farm). This event raised funds for the Fair Oaks & Orangevale HART (Homeless Assistance Resource Team).

On September 27-29, Admin Ross and Superintendent Von Aesch attended the California Debt and Investment Advisory Commission (CDIAC) conference in Seaside, CA. This conference focused on government agencies that may be entering into debt by means of a funding measure (i.e. bonds, assessment, community development fund). This provided valuable insight for us should our community be favorable towards the survey sent out by SCI Consulting.

On September 30, CPRS District 2 held the annual Parks Equipment Expo and Rodeo. This year it was held at Maidu Park in Roseville. There were many vendors in attendance primarily representing park maintenance equipment, playground equipment, and park construction businesses. OVparks personnel in attendance included Director Stickney; Superintendent Oropeza; Park Maintenance Workers Nelson Kirk, Bruce Edwards, Lucas Lilly, Glen Ferguson, and David Dill; and Admin Ross. The OVparks team competed against nine other agencies in the Parks Rodeo. We didn't finish in first place this year, but we did win two of the five events.

Supt. Von Aesch advised that the audit will be conducted by Larry Bain at the end of October.

A CAPRI visit is scheduled for October 19<sup>th</sup> from 10am-4pm. These visits are now scheduled every eighteen months. The last CAPRI visit was held in April 2021. Information has been provided to CAPRI two weeks in advance to preview OVpark's compliance with the following: Safety meetings; registration and rental waivers; ADA progress; job descriptions and hiring materials for staff and volunteers; inspection forms and reports for parks and facilities; current Injury Illness Prevention Plan; current Emergency Action Plan; and COVID Prevention Plan.

Park Supt. Oropeza advised the pool pump has been installed. Adjustments still need to be made to coordinate with pool equipment and chemicals. The City of Citrus Heights has begun prep work on the Arcade-Cripple Creek Trail project. Supt. Oropeza has been contacted regarding access to property between 7-11 and Streng for tree removal.

Recreation Supervisor Jason Bain advised that Andrew Gross is the new Recreation Coordinator and two new Recreation Specialists have been hired. Middle School Volleyball enrollment has been quite popular and currently underway. Middle School Boys Basketball will start upon the completion of Volleyball. Family Fright Night will be held tomorrow night, October 14<sup>th</sup>. Looking forward to the Holiday Craft Fair on November 18<sup>th</sup> and 19<sup>th</sup> and the Community Tree Lighting event on Friday, December 2<sup>nd</sup>.

**12. UNFINISHED BUSINESS**

None discussed.

**13. NEW BUSINESS**

- a) Approve the installation of an informational and educational sign at Orangevale Community Park that is to be provided by the Orangevale History Project (pg. 47):

Admin Ross introduced Mark Aring, president of the Orangevale History Project, to provide a presentation to request approval of installation of an informational and educational sign at Orangevale Community Park. Mr. Aring introduced the Orangevale History Project Board of Directors present. The Orangevale History Project attempted to establish in 2019, however, due to the COVID 19 pandemic, began in spring of 2021 with the assistance of Marilyn Edwards with the Orangevale Women's Club. They have had a lot of interest from the community. A monthly newsletter is produced and ongoing articles have been published in the Orangevale View. A Facebook group began with twenty-six members last summer. Currently over 1,100 members joined the Facebook group and all are invited to join. Officers were elected in March of 2022 and IRS 501c3 non-profit status was granted in July of 2022. Orangevale Live produces the monthly livestreams at the Orangevale Chamber of Commerce.

**MOTION #5**

The California Central Railroad (CCR) inaugurated rail service from Folsom to the new community of Lincoln in 1861, routing through the territory which would later become Orangevale. By 1868 the Central Pacific had crossed their tracks at a place called Grider's Ranch and effectively negated the need for the CCR route to Folsom. The CCR was bought by Leland Stanford and the tracks between Folsom and the new community of Junction (future Roseville) were recycled for the Transcontinental Railroad.

A portion of the berm built to lay track through Orangevale still exists in the Orangevale Community Park with a trail crossing it in the woods near Green Oaks Elementary School. The Orangevale History Project proposes a sign be displayed next to the trail on the remaining berm to tell the history. Funds would be raised to create and install the sign through the Orangevale History Project. The sign will reflect the history of the California Central Railroad that crossed through what is now the Orangevale Community Park. The sign will be funded through the Orangevale History Project, and the contents, design, and location will be approved in advance by the District. Upon approval, a graphic artist would produce the sign design to be approved by the Orangevale History Project Board of Directors and the Orangevale Recreation & Park District Board of Directors. A dedication would be proposed to take place in spring of 2023 with a celebration and media participation. Director Montes suggested that the Orangevale History Project apply for the Community Foundation Grant and submit the project for consideration in the Big Day of Service.

On a motion by Director Montes seconded by Director Brunberg, the installation of an informational and educational sign at Orangevale Community Park that is to be provided by the Orangevale History Project was approved by a vote of 4-0-0 with Directors Meraz, Brunberg, Presinal, & Montes voting Aye. There were no Nays or Abstentions. Director Stickney was absent.

- b) Swimming Pool Project Timeline and Update (pg. 48):  
The new motor and variable frequency drive (VFD) for the pool pump were installed on October 4-6.  
Aquatic Design Group submitted their draft of the Schematic Design drawings and documents on September 2nd. Staff reviewed these and submitted questions to ADG on September 15th. Admin Ross also submitted the drawings and documents to David McMurchie, Legal Counsel, on September 15. ADG responded to staff questions and made related corrections on September 16th.  
David McMurchie reviewed the documents and submitted his recommended changes to Admin Ross on September 29. He also reviewed and updated our agreement with ADG.  
Admin Ross reviewed David McMurchie's changes and forwarded them to ADG on Oct. 6. ADG responded the same day acknowledging that they would be looking at the suggested changes from our legal counsel.  
ADG contacted Admin Ross on Oct. 13th stating that the final Schematic Design drawings should be ready by Oct. 19th. ADG will send them to us for review and have the County Health Department forms completed and ready for us to take to the

County for submittal. Depending on timeline of response from the County, the pool is still anticipated to open in the spring of 2023.

Supervisor Bain has contacted the SJUSD Facilities Dept. to inquire about the availability of the Casa Roble HS swimming pool as a backup plan. The cost will be \$55/hour to rent the pool. He will also contact the Casa Athletic Director about availability.

c) Roadway/Trail Project Timeline and Update (pg. 49):

The County provided us with our CEQA Notice of Exemption approval on October 3<sup>rd</sup>.

Admin Ross to complete the Deed Restriction Application Documents for State Parks in order for our Prop 68 Grant funds to be moved into our account.

The project is on target for a project completion in Spring '23.

d) Arcade Cripple Creek Trail Project Update (verbal):

The project broke ground on Monday, October 10 at the west end of the trail near Sunrise Blvd. They anticipate needing 200 working days to complete the project.

They will primarily work from west to east along the trail. There will be certain projects of the trail that will be completed out of sequence. Two trees will be removed within Sundance Park.

They may remove those trees as early as October 21. No trees are slated to be removed in Streng Park.

The active construction of the trail is expected to begin within Sundance and Streng parks in March '23 and conclude in July '23. Weather and other factors could cause delays.

Residents will be provided roughly two to three weeks of advanced notice before the active construction of the trail reaches their vicinity. Our four property owners that will have their backyard fences moved and replaced will also receive the same advanced notice.

Because of supply chain issues related to wrought iron, the fencing replacements on those properties may be delayed.

OVparks will take on three smaller projects within our park boundaries.

1. Remove concrete slab at Sundance entrance and plant grass or wildflowers.

2. Install about 200' of metal post and cable fencing within Sundance Park, Streng Park, and our new strip of property near the 7-Eleven.

3. Construct wood fence (about 280' long and 6' tall) at Streng Park at the border of our park and a resident neighbor.

- \$30,000 has been budgeted for these projects

- e) Update on survey for a Benefit Assessment (verbal):  
The survey was mailed on September 15. Susan Barnes expects to have some preliminary data collected the week of October 17. We expect to have the data presented to the Board at our November 10 meeting. Admin Ross expressed appreciation to Supervisors Bain and Woodford for sharing the Orangevale Happenings Facebook page resident feedback on the topic.

**14. DIRECTOR AND STAFF COMMENTS**

Admin Ross introduced Andrew Gross as the new Recreation Coordinator effective Monday, October 17<sup>th</sup>. Andrew has been promoted to this position after previously holding the position of Recreation Specialist for approximately two years. He is quite familiar with the instructors, programs, and events at OVparks and is well loved by the OVparks staff. Congratulations Andrew!

Admin Ross appreciated the OVparks staff that worked the OVparks booth at the Bow Wow Days event. It was good to see the great customer service exhibited and how the community connects with us.

Admin Ross mentioned the upcoming elections with one incumbent being contested by one candidate for a seat on the Board of Directors.

Supervisor Woodford advised several attendees at the Bow Wow Days event shared with the OVparks staff their appreciation of the beautiful parks.

Park Supt. Oropeza extended appreciation to the Bow Wow Days organizers for their consideration of the grounds throughout the event.

Director Meraz mentioned he enjoys walking at the parks and they look great.

Director Montes expressed appreciation and gratitude to the OVparks staff and welcomed Andrew to his new position.

Director Presinal echoed the other Director's comments and welcomed Andrew Gross to his new position. She looks forward to the Family Fright Night tomorrow night.

Director Brunberg advised that the staff is doing a great job and looks forward to the upcoming events being offered at OVparks.

**15. ITEMS FOR NEXT AGENDA**

- a) Discussion of Benefit Assessment survey results.  
b) Roadway/Trail Project Border discussion.



**16. ADJOURNMENT**

**MOTION #6**

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 7:25 p.m. On a motion by Director Brunberg, seconded by Director Meraz, the adjournment was approved by a vote of 4-0-0 with Directors Presinal, Brunberg, Meraz, and Montes, voting Aye. There were no Nays or Abstentions. Director Stickney was absent.

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Lisa Montes, Acting Chairperson