

**ORANGEVALE RECREATION & PARK DISTRICT
BOARD OF DIRECTORS MEETING
MARCH 16, 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 February 16, 2023 (pg. 1-12)

7. CORRESPONDENCE

- a. Ads in the February 10 and 24 issues of the Orangevale View to promote upcoming programs (pg. 13-14)
- b. Photo in February 24 issue of Orangevale View of those voted Best Of Orangevale (pg. 15)
- c. An article of appreciation from OVparks to participants and sponsors of the Best Friends Bash that appeared in the February 24 issue of the Orangevale View (pg. 16)
- d. OVparks recognized as an award winner in the Streamline newsletter. Streamline is our new website developer and host (pg. 17)

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 February 2023 (pg. 18-19)
- b. Budget Status Report for February 2023 (pg. 20-22)
- c. Revenue Report for February 2023 (pg. 23)

8.2 OLLAD CONSENT MATTERS

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

8.3 KENNETH GROVE CONSENT MATTERS

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

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

- a. Ratification of Claims for February 2023 (pg. 30)

10. **STANDING COMMITTEE REPORTS**

- a. Administration & Finance – This committee met on February 24. See the meeting recap (pg. 31-32)
b. Maintenance & Operation – This committee intends to meet before the April 13 BOD meeting
c. Recreation Committee – No Report
d. Personnel & Policy – No Report
e. Government – No Report
f. Planning Committee – This committee met on March 2. See the meeting recap (pg. 33-35)
g. Trails Committee – No Report
h. Ad Hoc – No Report

11. **ADMINISTRATOR'S REPORT**

- a. Monthly Activity Report – February 2023 (pg. 36-42)

12. **UNFINISHED BUSINESS**

- a. Update on awarding the construction of a new fence at Streg Avenue Trail to the qualified contractor with the lowest responsive quote (verbal)

13. **NEW BUSINESS**

- a. Presentation by Jeff Land, Executive Director of Public Finance Investment Banking with Brandis Tallman (a division of Oppenheimer & Co. Inc.) regarding the Inflation Reduction Act and how the District may benefit from available funding.
b. Final draft of the educational sign provided by the Orangevale History Project (pg. 43-45)
c. Approval of the agreement with Terror In The Night Productions to hold the *Cemetaryium Haunted House* attraction at Orangevale Community Center Park on October 20 - 31, 2023 (pg. 46-61)
d. Recommendation to increase the administration fee for registrations from \$2 to \$3 per enrollment (pg. 62)
e. Recommendation to increase seven position categories of the full-time salary scale by 5% following a recent salary survey of like-size agencies in Sacramento County (pg. 63-64)
f. Allocate OLLAD funds for Big Day of Service projects occurring within the District on May 6, 2023 (verbal)
g. Plans to celebrate and recognize the 40th Anniversary of OVparks (verbal)
h. Swimming Pool project timeline and update (pg. 65)
i. Driveway/Trail project timeline and update (pg. 66)
j. Arcade Cripple Creek Trail project update (verbal)
k. Recommend moving the December 21 BOD meeting to December 14 (verbal)
l. Determine if our April Board of Directors meeting is to be live-streamed (verbal)

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

15. **ITEMS FOR NEXT AGENDA**

- a. Consider having the OVparks Activity Guide available in digital form only
b. The next BOD meeting will be held on Thursday, April 13
c. Renew the Final 9 lease agreement for Shady Oaks Disc Golf Course

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 February 16, 2023

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on February 16, 2023 at the District Office. Director Stickney called the meeting to order at 6:31 p.m.

Directors present: Stickney, Meraz, Montes, Presinal
Directors absent: Brunberg (arrived 6:34pm)
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 Stickney, seconded by Director Montes, the agenda was approved by a vote of 4-0-0 with Directors Stickney, Presinal, Meraz, and Montes voting Aye. There were no Nays or Abstentions. Director Brunberg was absent.
5. **PUBLIC DISCUSSION** No one wished to address the Board during public discussion.
6. **MINUTES**
MOTION #2 a) Approval of Minutes of January 19, 2023 (pg. 1-9): On a motion by Director Montes seconded by Director Meraz, the minutes were approved by a vote of 4-0-1 with Directors Meraz, Brunberg, Presinal, & Montes voting Aye. There were no Nays. Director Stickney abstained.
7. **CORRESPONDENCE** a) Ads in the January 13 and 27 issues of the Orangevale View to promote upcoming programs (pg. 10-11): Admin Ross shared appreciation for the advertisements in the Orangevale View which helps promote programming at OVparks and improves our registration.

**8. CONSENT
CALENDAR**

MOTION #3

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

Director Stickney inquired if charges can be implemented for the Kenneth Grove budget to deduct some of the funds. Admin Ross advised that Park Supt. Oropeza has an upcoming project associated with this fund. Engineering services in the amount of \$1,000.00 were recently charged in January 2023.

**8.1. CONSENT
MATTERS
GENERAL FUND**

- a) Ratification of Claims for January 2023 (pg. 12-13)
b) Budget Status Report for January 2023 (pg. 14-16)
c) Revenue Report for January 2023 (pg. 17)

**8.2. OLLAD
CONSENT
MATTERS**

- a) Ratification of Claims for January 2023 (pg. 18-19)
b) Budget Status Report for January 2023 (pg. 20-21)

**8.3. KENNETH GROVE
CONSENT
MATTERS**

- a) Ratification of Claims for January 2023 (pg. 22)
b) Budget Status Report for January 2023 (pg. 23)

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

MOTION #4

- a) Ratification of Claims for January 2023 (pg. 24)
On a motion by Director Brunberg, seconded by Director Stickney, the consent calendar was approved by a vote of 4-0-1 with Directors Stickney, Presinal, Brunberg, and Meraz, voting Aye. There were no Nays. Director Montes abstained.

**10. STANDING
COMMITTEE
REPORTS**

- a) Administration and Finance: No report. This committee is meeting on February 24 at 1:30pm at the Orangevale Community Center. Directors Brunberg and Stickney to attend.
- b) Maintenance & Operation: No Report. Admin Ross to schedule a meeting in March. Directors Presinal and Meraz to attend.
- c) Recreation Committee: No report.
- d) Personnel & Policy: This committee met on February 3. See the meeting recap (pg. 25-26).
- e) Government: No report.
- f) Planning Committee: No report. This committee will meet March 2 at 10:00am. Directors Stickney and Meraz to attend.
- g) Trails Committee: Trails Committee: No report.

h) Ad Hoc: No report.

11. ADMINISTRATOR'S REPORT

a) Monthly Activity Report – January 2023 (pg. 27-32):

The severe storms began on December 31 and continued for three consecutive weekends. The District lost 20 mature trees and suffered damage to a parking lot and two fences. Flooded creeks and saturated grounds forced the closure of Shady Oaks Disc Golf Course for five days along with the closure of three parks for two days. The Community Center and new property Building #2 experienced water intrusion that staff has noted and will diagnose the cause. Staff is preparing the insurance claim that will cover most of the staff time for storm cleanup, tree removal by contractors, parking lot repairs, and most of the fence repairs.

A nursery owner has offered five well-established oak trees, approximately 12 feet tall, to be potentially planted at the Shady Oaks Disc Golf. Park Supt. Oropeza and Park Maintenance employee Nelson Kirk will meet with him to obtain the trees. He has additional trees available if interested.

Trees of color can also be acquired through the Sacramento Tree Foundation. Park Supt. Oropeza to coordinate with them to obtain trees to plant during the Big Day of Service.

On January 11, Administrator Ross and Superintendent Von Aesch met with Jeff Land, Executive Director of Public Finance for Brandis Tallman (Oppenheimer & Co.). The purpose of our meeting was to discuss the Inflation Reduction Act and how funding may become available to the District for public infrastructure. Mr. Land will attend and provide a presentation at our March 16 Board of Directors meeting to explain the potential benefits to OVparks.

On January 18, Administrator Ross and Supervisor Woodford met with Jennifer Tremble of InnovAge PACE to learn about their expanding services for aging adults and how those services can be available to residents of our District. They also discussed sponsorship opportunities for our programs.

On January 18, Administrator Ross attended the first Big Day of Service meeting at the Sunrise Community Church. It was an opportunity to learn about the history of BDOS and the vision for 2023. OVparks will be involved and will submit several project ideas. The Big Day will be held on Saturday, May 6 with check-in starting at 8am and projects beginning at 10am. Most projects will end at noon while some will extend until 2pm. Over 1,500 volunteers are expected to participate in over 40 projects in Orangevale and Fair Oaks.

On January 21, Administrator Ross and Coordinator Gross attended the Orangevale Community Open House held at the Grange Hall. Over 20 service club and groups from Orangevale had booths set up to

welcome the community and share opportunities for people to get involved. It was a successful event filled with Orangevale spirit.

On January 23, Administrator Ross met with Erik Nelson of SMUD at Streng Avenue Trail to look at the SMUD gate that is part of a chain link fence that OVparks will be replacing. The gate provides access to a SMUD utility pole. Mr. Nelson stated that for the purposes of SMUD, the gate can remain chain link. To provide privacy for the neighbors, we would want to include the all-weather privacy slats in the gate, preferably to match the color of the redwood fence that we will be installing. Admin Ross has submitted this request to the two companies that had previously submitted quotes for the project and anticipates receiving lower revised quotes. He has also notified the neighbors of this revision. Director Meraz mentioned that other trail properties provided a gate opening inward toward to neighbor's property which provides increased safety for the neighbor. Admin Ross to check the plans to confirm that the gates to be installed will be inward opening.

On January 25, Administrator Ross, Supervisor Bain, and Coordinator Gross had a meeting at Streamline with Chris Ryan (Head of Customer Service) and Adrianna Sells (Implementation Manager). Streamline is a website development and management company that specializes in Special District websites. They focus on transparency and ADA compliances as required by government agencies. Streamline is the leader in website development and management among Special Districts in California. OVparks converted its website to Streamline on Monday, February 13th. Recreation Coordinator Gross has been working diligently to transfer content to the new website.

Fulton El-Camino report included a citation issued at Almond Park for dogs off leash. Warnings were issued for dogs off leash at Almond Park and other parks as well.

Park Supt. Oropeza advised the past month has been full of storm debris cleanup throughout the parks and pool area. Most of the work has been able to be completed in-house. Thank you to Easy Stumps for providing the lift to remove the holiday tree decorations.

Recreation Supervisor Jason Bain advised projections are being exceeded. Enrollment returning and new TigerSharks swimmers are currently being accepted. Admin Ross mentioned that pool maintenance has been unintentionally deferred due to staff needs to attend to the recent storms and cleanup needed throughout the parks.

12. UNFINISHED BUSINESS

- a) Update on awarding the construction of a new fence at Streng Avenue Trail to the qualified contractor with the lowest responsive quote (verbal):

This item was addressed previously in the Administrator's report.

13. NEW BUSINESS

- a) Lease Agreement between the Orangevale Recreation & Park District and the Orangevale History Project (OHP) that provides OHP the use of the Cottage building for a museum, gift shop, office, and storage (pg. 33-45):
Admin Ross had discussed with Mark Aring, President of the Orangevale History Project, the adjustment of the hours to 7am-10pm to align with the current park operating hours more closely. Board of Directors to sign the agreement with the stipulation of the time adjustment to be made to the agreement. Admin Ross explained that Exhibit A is forthcoming, and it will include OVparks and the OHP to meet onsite for a detailed walk-through to document in writing, photos/videos the current "as is" condition of the building and grounds, and to identify tasks to be performed by OVparks before the building is "move in ready" for OHP. A large Eucalyptus tree exists next to the property which OVparks plans to remove prior to the OHP moving into the building. Admin Ross encouraged all in attendance and watching online to become an Orangevale History Project member.

MOTION #5

On a motion by Director Montes seconded by Director Presinal, the Lease Agreement between the Orangevale Recreation & Park District and the Orangevale History Project (OHP) that provides OHP the use of the Cottage building for a museum, gift shop, office, and storage, with an adjustment of the hours to 7am-10pm, was approved by a vote of 5-0-0 with Directors Stickney, Meraz, Brunberg, Presinal, & Montes voting Aye. There were no Nays or Abstentions.

MOTION #6

- b) Approval of Resolution 23-02-699, Resolution Directing Preparation of the Engineer's Report for the Orangevale Landscaping and Lighting Assessment District (OLLAD) of the Orangevale Recreation and Park District (pg. 46):
On a motion by Director Brunberg, seconded by Director Montes, the Resolution Directing Preparation of the Engineer's Report for the Orangevale Landscaping and Lighting Assessment District (OLLAD) of the Orangevale Recreation and Park District, was approved by a vote of 5-0-0 with Directors Stickney, Meraz, Brunberg, Presinal, & Montes voting Aye. There were no Nays or Abstentions.

MOTION #7

- c) Approval of Resolution 23-02-700, Resolution Directing Preparation of the Engineer's Report for the Kenneth Grove Landscaping and Lighting Assessment District of the Orangevale Recreation and Park District (pg. 47)
On a motion by Director Brunberg, seconded by Director Stickney, the Resolution Directing Preparation of the Engineer's Report for the Kenneth Grove Landscaping and Lighting

Assessment District of the Orangevale Recreation and Park District, was approved by a vote of 5-0-0 with Directors Stickney, Meraz, Brunberg, Presinal, & Montes voting Aye. There were no Nays or Abstentions.

MOTION #8

- d) Approve agreement between Orangevale Recreation & Park District and Common Kettle, LLC to hold the Orangevale Farmers Market at Orangevale Community Center Park on designated Thursdays in 2023 (pg. 48-64)

Common Kettle, LLC began holding the Orangevale Farmers Market at the Orangevale Community Center Park in 2021 after several years having the market in the Dairy Queen parking lot. If approved, the opening day for 2023 would be May 4 and the final day would be October 26. The market is held in the parking lot and lawn area to the north of the Community Center building. As in 2022, most of the booths and features are expected to be on the lawn area. The rental fee for the market has increased from \$53 per market evening to \$56, an increase of five percent. Director Montes expressed concern and requested Admin Ross follow-up with event organizers to improve access at the Farmers Market for disabled attendees. In addition, set-up of the Farmers Market booths to maintain ample access during construction of the roadway between the two properties.

On a motion by Director Montes, seconded by Director Brunberg, the agreement between Orangevale Recreation & Park District and Common Kettle, LLC to hold the Orangevale Farmers Market at Orangevale Community Center Park on designated Thursdays in 2023, was approved by a vote of 5-0-0 with Directors Stickney, Meraz, Brunberg, Presinal, & Montes voting Aye. There were no Nays or Abstentions.

MOTION #9

- e) Approve agreement between Orangevale Recreation & Park District and Orangevale Chamber of Commerce to host a Beer & Wine Garden at Orangevale Community Center Park on designated Thursdays in 2023 (pg. 65-80)

With interest in attracting more people, or having people stay longer on Thursday evenings during the Farmers Market, the Orangevale Chamber of Commerce wishes to enter into an agreement to host a Beer & Wine Garden on Thursdays from 5-8pm. The first date of this rental would be May 4 and the final day would be October 26. Common Kettle, LLC (Orangevale Farmers Market) is in support of this agreement. As they did in 2022, the two renters would work in cooperation with each other and the District regarding the location of the Beer & Wine Garden. The Chamber of Commerce would be responsible for securing and abiding by the ABC permit, including providing onsite security, and having a designated area for the alcohol. The rental fee for the Beer & Wine Garden is \$50 per market evening.

On a motion by Director Brunberg, seconded by Director Montes, the agreement between Orangevale Recreation & Park District and Orangevale Chamber of Commerce to host a Beer & Wine Garden at Orangevale Community Center Park on designated Thursdays in 2023, was approved by a vote of 5-0-0 with Directors Stickney, Meraz, Brunberg, Presinal, & Montes voting Aye. There were no Nays or Abstentions.

- f) Approval of the agreement with All Events Management Group to hold Orangevale's Summer Palooza event at Orangevale Community Park on June 16-18, 2023 (pg. 81-96)

Lisa Montes from AEMG, Inc. submitted a special event application to hold Orangevale's Summer Palooza at the Orangevale Community Park. The Orangevale Summer Palooza event was held during the same weekend in 2022 and helped bring back the spirit of the Orangevale Town Fair. This event will host live music, carnival booths and rides, food and beverages within a fenced area. The equipment utilized during this event will include carnival rides, stage, fencing, electrical generators, lights, tents, canopies, portable restrooms, and sound equipment. The event will feature a 40th anniversary celebration for OVparks on Sunday, June 18. This event will be utilizing the District's electrical hook-ups and water. The expected attendance for this three-day event is 10,000 people. Details will follow regarding the OVparks 40th Anniversary celebration on Sunday, June 18 during the event. The Summer Palooza Parade will be held on Saturday, June 17.

MOTION #10

On a motion by Director Brunberg, seconded by Director Presinal, the agreement with All Events Management Group to hold Orangevale's Summer Palooza event at Orangevale Community Park on June 16-18, 2023, was approved by a vote of 4-0-1 with Directors Stickney, Meraz, Brunberg, & Presinal voting Aye. There were no Nays. Director Montes abstained.

- g) Approval of the agreement with All Events Management Group to hold the *Bow Wow Days – A Peticular Event* at Orangevale Community Park on September 23, 2023 (pg. 97-112)

Lisa Montes from AEMG, Inc. submitted a special event application to hold Bow Wow Days – A Peticular Event at the Orangevale Community Park. The event location will be around the walking path that surrounds the soccer field near the Filbert parking lot and the Oak gravel parking lot. The event is also requesting the non-exclusive use of the Horse Arena parking lot, the Oak Ave. gravel parking lot, and the Filbert Ave. parking lot. This event is a pet awareness event with demonstrations, info on pet care, pet adoptions, music, food, vendors, and crafts. This event will run from 9am to 1pm on September 23. Admin Ross mentioned that the OVparks booth was quite busy at last year's event.

MOTION #11

On a motion by Director Meraz, seconded by Director Brunberg, the agreement with All Events Management Group to hold the *Bow Wow Days – A Peticular Event* at Orangevale Community Park on September 23, 2023, was approved by a vote of 4-0-1 with Directors Stickney, Meraz, Brunberg, & Presinal voting Aye. There were no Nays. Director Montes abstained.

h) Approval of the 2023 edition of the OVparks Personnel Policy Manual (pg. 113-215)

Staff began working on updating this 102-page manual in June 2021. Seven staff reviewed it in sections. In addition to making many grammatical corrections, staff also identified many sections that they suspected needed updates. Those sections were forwarded to Human Resources legal counsel provided to us by CAPRI. Patti Eyres is the attorney who reviewed these sections and provided valuable guidance and updates. Staff has inserted the updated policies into the appropriate sections of the manual, and we are presenting to you our final draft.

MOTION #12

On a motion by Director Brunberg, seconded by Director Montes, the 2023 edition of the OVparks Personnel Policy Manual to replace the previous 2016 edition, was approved by a vote of 5-0-0 with Directors Stickney, Meraz, Brunberg, Presinal, & Montes voting Aye. There were no Nays or Abstentions.

i) Implementation of a 9/80 work schedule option for identified full-time positions (verbal):

Admin Ross provided information supporting the implementation of the 9/80 work schedule option. This schedule is not currently feasible in the Recreation or Parks Maintenance departments. Administration has adequate coverage along with consistent case load and office hours to utilize this schedule if interested. Two of the four administrative staff will adopt this new work schedule. Admin Ross reserves the right to rescind this option, should it be necessary for the needs of the District.

j) Implementation of 8:30am-4:30pm public visitation office hours beginning March 6 (verbal)

Admin Ross shared this topic that was discussed at the Personnel Policy Committee Meeting. A study was conducted of other agencies which informed that the average hours for public visitation was 7.5 hours per weekday. OVparks has been open to the public 8.5 hours per weekday. The new schedule, reducing public visitation hours to 8 hours, will provide an additional half hour for staff to complete administrative tasks and reduce potential overtime accrued.

k) Preliminary plans to celebrate and recognize the 40th Anniversary of OVparks (verbal): Admin Ross shared the current plan to

celebrate the 40th Anniversary of OVparks at the Summer Palooza on Sunday, June 18, which is Father's Day. Details are still being worked out. Additional entertainment for kids and increased booth events are being created. The OVparks 40th Anniversary celebration will be advertised on our Activity Guide, OVparks website, as well as social media. A new logo is being created for the OVparks 40th Anniversary.

- l) Renew discussions for additional funding for the District (verbal): When survey results showed that the Orangevale community did not support a new assessment last fall, the Board requested revisiting this topic to discuss further at the February BOD Meeting. Jeffrey Land will speak at the March BOD meeting regarding the inflation reduction act and the funds that may become available to OVparks. The staff has been discussing cost savings and revenue generating ideas at the bi-monthly staff meeting. A list of approximately 25 items was created and several have been implemented generating an estimated \$12,000 in savings for the District. Admin Ross is continually researching grants which the District may qualify for. Susan Barnes of SCI Consulting had suggested the District publicize key accomplishments of the District on the OVparks website and at community events. Sue Myren, OVparks Finance Clerk, had noticed that the Orange Vale Water District has an assessment district of \$120 per parcel. OVparks received a bill for its 15 parcels in the amount of \$1,800. This should be shared with the Orangevale community as support to equitize this issue. The Board of Directors will continue to discuss this topic at next month's BOD meeting.

- m) Swimming Pool project timeline and update (pg. 216) Supt. Bain contacted Michelle Gable with Aquatic Design Group to follow up on an issue regarding drain covers/grates that has been brought up with the County. Some clarification was made and OVparks does not need to wait for the County approval to go out to bid. Once a contractor has been assigned, they can assist with some of the County requirements. Director Stickney suggested putting out the bid in 60-90 days. Construction potentially would begin September 2023. Board to readdress this topic at the March BOD meeting.

- n) Roadway/Trail project timeline and update (pg. 217) Admin Ross submitted the CEQA documentation in November 2022. A receipt with approval has been received. The project number has been assigned and recorded. An extensive application must be completed and submitted with the plans. This should be completed soon to be put out to bid.

- o) Arcade Cripple Creek Trail project Update (verbal) Admin Ross advised that project has progressed to Tempo Park. They will likely be at Sundance Park by late March. Admin Ross to advise the Board when the project begins in OVparks territory.
- p) Determine if our March Board of Directors meeting is to be live-streamed (verbal) Admin Ross suggested maintaining the live stream for the March BOD meeting for Jeffrey Lands presentation. The Board of Directors agreed to live stream the March 16 BOD meeting.

Admin Ross and Supt. Oropeza met with Big Day of Service representatives Tom Carden and Josh Hall who suggested the possibility of the Pecan Park restrooms being renovated by the Big Day of Service. The toilets, partitions, sinks, and wall paneling would be replaced. Demo would be done in advance. Director Montes will contact the Best of Orangevale plumbers to see if they are available to assist. This will also be a budget item for OVparks.

14. DIRECTOR AND STAFF COMMENTS

Admin Ross shared that Michelle Campbell was hired week for the part-time afternoon Office Assistant position. She is replacing Merinda Owens who left to accept a college internship in Elk Grove. The office is currently fully staffed with the exception of an open Recreation Specialist part-time position.

OVparks won the Best of Orangevale for Best Municipal Service. The Orangevale Community Center Park won the best park category. Summer Palooza, a partnership with OVparks, won the best event category. OVparks Kidz Korner was nominated for best preschool, and OVparks TigerSharks Coach Olivia Silva was nominated for coach of the year. This was a great event. Directors Meraz, Presinal, and Montes were recognized for being in attendance.

Supervisor Bain advised registration for TigerSharks swim team is open. He is in the process of contacting lifeguards from last year to see if they want to return for the upcoming swim season. New lifeguards will be trained during spring break. Sunsplash lifeguards will be training at OVparks again this year.

Supervisor Woodford advised that a Facebook post from a community member indicated interest in attending a Board of Directors meeting to suggest the topic of adding more Pickleball courts within our parks. Director Stickney advised that this topic is on the agenda for the Planning Committee Meeting. The current tennis court at Pecan Park could be replaced with four pickleball courts. Almond tennis courts may be considered when renovation is necessary. This will be put on the agenda for the next Maintenance Committee meeting.

Supervisor Woodford shared that the Best Friends Bash was held on Friday, February 10. Approximately forty seniors attended this fun event which was held in the Auditorium this year since AARP is currently providing tax preparation for seniors on Wednesdays and Fridays. Luz Johnson with LPL Financial, provided information on her upcoming seminars, Putting Your Financial House in Order, and Be Money Smart. OVparks was pleased to have many wonderful sponsorships that we did not have for this event in previous years. Hopefully, moving forward, we can increase our Senior Activities. It was wonderful having Carlton Senior Living, Rose Placement, Almond Heights, Kaiser Permanente Senior Advantage, Oakmont, and Blossom Vale Senior Living join us and we appreciate the many wonderful prizes they donated for the event.

Supervisor Woodford shared that Mushy Love, a mushroom growing class, is being offered every Thursday night in the Classroom of the Orangevale Community Center. The owner, Kit Syn, has been featured on Good Day Sacramento several times. He teaches how to grow mushrooms and sells mushroom kits. We are excited to see his classes continue to grow at OVparks in the future.

Park Supt. Oropeza advised that epoxy will be applied to the cracks in the pool as soon as the weather permits. Thanks to the community for their patience, understanding and help with reporting storm damage, fallen trees, and debris. Shady Oaks Disc Golf was the hardest hit by the storms. Thank you to the Parks staff for their hard work. Most of the work was done in-house, which helps the District tremendously with tending to the needs in a timely manner. Irrigation checks will begin next month with repairs as necessary.

Finance/HR Supt. Von Aesch advised that April 10 is the deadline to complete Form 700.

Director Meraz mentioned it was nice to see Charlie Clark at the Best of Orangevale. Charlie is one of about fifteen people who are really directors of how Orangevale started. He and his wife, Marcia, are instrumental in the direction Orangevale took. The Orangevale Action Committee (OAC), a nonprofit environmental group, was comprised of about 600 Orangevale residents, and was Charlie's idea. This group protected Orangevale and established its roots. Admin Ross encouraged everyone to go on the Orangevale History Project website to see the interview with Charlie Clark.

Director Stickney recommended walking at Norma Hamlin Park. There are vernal pools at this park and it is a very nice walk, especially during the spring. Director Meraz shared that Professor Josephine Van Ess, who passed away several years ago, did the environmental report for the state and for Orangevale. There are over 88 different types of flowers in the preserved area next to Norma Hamlin Park.

Director Montes shared how special the Best of Orangevale was this year to recognize Charlie Clark who was so instrumental in bringing this building to fruition, being part of the Board, raising funds, and his love of the Orangevale community. Skip Nance was also recognized for his contributions and dedication to the Orangevale community and his inspiration to the Orangevale youth. It was wonderful to have the opportunity to recognize him. Eighty-two categories were awarded this year. Director Montes also shared that the song played during the Charlie Clark tribute was written by him. The Orangevale History Project had found his sheet music and gave it to Lisa Montes. Billy Williams practiced and performed this song at the event during the recognition of Charlie Clark. She appreciates Custodian/Host II Danny Rodriguez and Maintenance Foreman Doug Fuhlrodt for hanging the screens for the event, and the staff who helped with chair setup.

Director Presinal loved the idea of sharing accomplishments of the District with the community. We should find ways to share the well-deserved recognition.

Director Brunberg is grateful to all the Park Maintenance staff for hard work they faced after the big storms we have had this year.

15. ITEMS FOR NEXT AGENDA

- a) Big Day of Service projects and budget allocation for May 6, 2023
- b) Presentation by Jeff Land, Executive Director of Public Finance for Brandis Tallman (Oppenheimer & Co.) regarding the Inflation Reduction Act and how funding may become available to the District for public infrastructure.

**16. ADJOURNMENT
MOTION #13**

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 7:57 p.m. On a motion by Director Brunberg, seconded by Director Montes, the adjournment was approved by a vote of 5-0-0 with Directors Stickney, Presinal, Brunberg, Meraz, and Montes, voting Aye. There were no Nays or Abstentions.

Mike Stickney, Chairperson

We're Meant To Be! Sign Up With OVparks!

New! Be Money Smart



Ages: 50+ & Family

Th 2/16 11:00am-12:30pm

Fee: Free

Pickleball 101

Ages: 18+

Pecan Park

Orangevale Community Park

Tu 2/14-3/7 8:00-9:15am

W 2/15-3/8 6:00-7:15pm

Fee: \$72 / \$75 NR

Fee: \$72 / \$75 NR

Adventure Crew: Hearts & Horseshoes

Ages: 5-12

M-W 2/20-2/22 8:00am-4:00pm

Fee: \$152 / \$155 NR



Pee Wee Basketball

Ages: K-2nd

M 2/27-3/20 5:30-6:30pm

Fee: \$57 / \$60 NR



All Sports School Break

Ages: 4-6 & 7-13

M-F 2/20-2/24 9:00am-12:00pm

Fee: \$150 / \$153 NR



Sunset Chefs: Desserts in a Snap

Ages: 8+

F 2/17 4:00-6:00pm

Fee: \$32 / \$35 NR



Top Notch Basketball Camp

Grades: 5th-8th

M-Th 2/20-2/23 10:30am-12:30pm

Fee: \$101 / \$104 NR



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OVparks Is LUCKY To Have You!

New! Be Money Smart



Ages: 50+ & Family

Th 3/9 11:00am-12:30pm

Fee: Free

New! Putting Your Financial House in Order

Ages: 50+ & Family

M 3/20 11:00am-12:30pm

Fee: Free



Social Dancing

Ages: 18+

East Coast Swing

M 3/6-3/27 7:00-8:00pm

Fee: \$42 / \$45 NR

West Coast Swing

M 3/6-3/27 8:00-9:00pm

Fee: \$42 / \$45 NR

Mens 3 on 3 Hoops

Ages: 35-49 & 50+

W 3/15-5/10 7:00-8:30pm

Fee: \$40 / \$43 NR



Pickleball 101

Ages: 18+

Pecan Park

Tu 3/28-4/18 8:00-9:15am

& 9:30-10:45am

Fee: \$72 / \$75 NR

Orangevale Community Park

W 3/29-4/19 6:00-7:15pm

Fee: \$72 / \$75 NR

Kids Night Out: Lucky Leprechauns

Ages: 5-12

F 3/17 6:00-9:00pm

Fee: \$27 / \$30 NR



Last Chance! Spring Craft Fair Applications

Due March 3rd



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ISSUE 4 VOL 16

Orangevale View

FEBRUARY 24, 2023

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

AND THE WINNERS ARE.....



7th Annual Best of Orangevale 2022 Celebrates the Best!
By: MaryAnne Povey

This year's awards had a record number of categories and votes. Over 26,000 votes were counted in 80 categories, with 542 contenders ranging from best restaurant to best

COMMUNITY NEWS



Best Friends Bash

We hope our active adult community had fun last Friday, February 10th in the exciting and Best Friends Bash from 10:30am-12:00pm. We

had so much fun meeting new friends, eating delicious food, and watching the Kidz Korner presentation this year! We were all so happy to get such a wonderful opportunity to enjoy life together as a

community.

Thank you to our wonderful event sponsors for helping put on the event, Blossom Vale Senior Living Center, and Oakmont Assisted Living & Memory Care for their generous donations. Thank you too, Luz Johnson with LPL for your support and upcoming free informational seminars. We also want to recognize and appreciate our event supporters for their support and contributions, including Almond Heights Senior Living, Carlton Senior Living, Kaiser Permanente Senior Advantage, and Rose Senior Placement. Thank you all!

Missed this fun opportunity? Don't worry! Our active adult "Tropical Escape" is coming up soon this July! Check out OVparks.com for more details, and we hope to see you all then!



STREAMLINE

Community Newsletter

Issue VII | March 2023

And now for our community update...

The Monthlys

(The Monthlys are a recurring series of awards celebrating the amazing work districts do on their websites, fresh for each month - check back to see if your district makes the list & celebrate the community!)

Congrats to our February Award Winners!

- Social Butterfly (Most Events created): Fallbrook Healthcare District (75)
- Master Craftsman (Most Teasers Created): Orangevale Recreation & Park District (178)
- Feedback Finder (Most Form submissions received): Monterey Peninsula Regional Park District (190)
- Master Communicators (Most Engage email campaigns sent): Carmel Area Wastewater District (18)

February Design Showcase

This month, we're featuring great page design by Megan from Amador Fire Safe Council!

As an early adopter to the new Banner feature, Megan makes every top-level page pop:

GENERAL FUND EXPENDITURES
FOR THE MONTH ENDING
FEBRUARY 28, 2023

CLAIM #	ACCOUNT #	VENDOR	DESCRIPTION	AMOUNT
1906944796	20202100	US BANK NATIONAL ASSOCIAT	BOOKS/PERIODICALS/SUBSCRIPTION	79.99
1906938468	20203800	SAM'S CLUB DIRECT CML	EMPLOYEE RECOGNITION	45.84
1906931970	20203900	ANDREW GROSS	EMPLOYEE TRANSPORTATION	8.75
1906943782	20203900	OLIVIA SILVA	EMPLOYEE TRANSPORTATION	23.58
1906943781	20203900	ANNE-METTE VEILSTRUP	EMPLOYEE TRANSPORTATION	21.35
1906943784	20203900	SUSAN MYREN	EMPLOYEE TRANSPORTATION	97.33
1906946334	20203900	JASON BAIN	EMPLOYEE TRANSPORTATION	39.30
1906946331	20203900	BARRY ROSS	EMPLOYEE TRANSPORTATION	87.90
1906946333	20203900	JENNIFER VON AESCH	EMPLOYEE TRANSPORTATION	22.27
				300.48
1906935254	20206100	ROTARY CLUB OF ORANGEVALE	MEMBERSHIP DUES	165.00
1906938481	20206100	ROTARY CLUB OF ORANGEVALE	MEMBERSHIP DUES	85.46
1906938487	20206100	AMERICAN SOCIETY OF COMPO	MEMBERSHIP DUES	423.75
				674.21
1906944796	20207600	US BANK NATIONAL ASSOCIAT	OFFICE SUPPLIES	670.07
1906943780	20207600	BURKETTS OFFICE SUPPLY IN	OFFICE SUPPLIES	606.88
				1,276.95
1906932000	20208100	USPS REIMBURSEMENT, VON AESCH	POSTAL SERVICES	2,000.00
1906944796	20208100	US BANK NATIONAL ASSOCIAT	POSTAL SERVICES	8.09
1906953982	20208100	US POSTAL SERVICE	POSTAL SERVICES	2,600.00
1906946320	20208100	BARRY ROSS OR JASON BAIN	POSTAL SERVICES	200.00
				4,808.09
1906931996	20208500	PRINT PROJECT MANAGERS IN	PRINTING SERVICES	7,837.50
1906938464	20219700	AT&T	TELEPHONE SERVICES	25.02
1906943582	20219700	SPRINT P C S	TELEPHONE SERVICES	24.54
1906948469	20219700	AT&T	TELEPHONE SERVICES	23.12
1906950464	20219700	COMCAST	TELEPHONE SERVICES	659.39
1906953950	20219700	COMCAST	TELEPHONE SERVICES	634.03
				1,366.10
1906935252	20226200	JJR ENTERPRISES INC	OFFICE EQUIPMENT MAINTENANCE S	135.32
1906953985	20226200	JJR ENTERPRISES INC	OFFICE EQUIPMENT MAINTENANCE S	175.59
				310.91
5002234560	20244300	THE PERMANENTE MEDICAL GR	SAC COUNTY NEW EMPLOYEE FEE	105.00
1906935251	20250500	LARRY BAIN	ACCOUNTING SERVICES	5,979.60
110842872	20250700	SACRAMENTO COUNTY	SB 2557 1st INST ORANGEVALE PARK	80.31
1906953983	20259100	KENNETH BENEDICT	OTHER PROFESSIONAL SERVICES	200.00
1906931971	20259101	N3X MSP INC	IT SERVICES	1,128.00
1906931971	20281202	N3X MSP INC	SOFTWARE	338.00
1906938483	20285100	STEVEN MIRANDA	RECREATIONAL SERVICES	453.70
1906938482	20285100	RESCUE TRAINING INSTITUTE	RECREATIONAL SERVICES	59.50
1906938479	20285100	RICHARD KOWALESKI	RECREATIONAL SERVICES	54.00
1906938480	20285100	NATALIE MOZDZEN	RECREATIONAL SERVICES	400.00
1906938484	20285100	SHAUNA LEMAY	RECREATIONAL SERVICES	260.00
1906944796	20285100	US BANK NATIONAL ASSOCIAT	RECREATIONAL SERVICES	303.46

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

Account Number	Expenditure Account	Budgeted 2022/2023	Current Expenditure	Expenditures to Date	Funds Available	% Left
1000	SALARIES & EMPLOYEE BENEFITS					
10111000	Salaries & Wages, Regular	887,000.00	68,106.00	595,725.51	291,274.49	33%
10112100	Salaries & Wages, Extra Help	405,000.00	14,468.33	270,959.15	134,040.85	33%
10112400	Salaries, Board members	12,000.00	400.00	4,500.00	7,500.00	63%
10121000	Retirement	285,000.00	22,062.34	192,692.63	92,307.37	32%
10122000	Social Security	88,000.00	6,288.60	66,188.60	21,811.40	25%
10123000	Group Insurance	260,720.00	19,867.01	156,187.83	104,532.17	40%
10124000	Worker's Comp. Ins	49,500.00		43,521.24	5,978.76	12%
10125000	Unemployment Insurance	18,000.00	722.24	6,038.62	11,961.38	66%
10128000	Health Care/Retirees	0.00		-	0.00	
	<i>SUB-TOTAL</i>	2,005,220.00	131,914.52	1,335,813.58	669,406.42	33%
2000	SERVICES & SUPPLIES					
20200500	Advertise/Legal Notices	2,300.00		1,427.77	872.23	38%
20202100	Books/Periodicals/Subscrip	2,000.00	79.99	2,201.85	(201.85)	-10%
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	45.84	1,866.35	433.65	19%
20203802	Recognition Items	500.00		-	500.00	100%
20203803	Recognition Events	500.00		10.00	490.00	98%
20203900	Employee Transportation	2,800.00	300.48	1,921.71	878.29	31%
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	674.21	12,837.95	1,162.05	8%
20207600	Office Supplies	6,500.00	1,276.95	3,574.98	2,925.02	45%
20207602	Signs	500.00		-	500.00	100%
20207603	Keys	350.00		-	350.00	100%
20208100	Postal Services	6,500.00	4,808.09	7,277.69	(777.69)	-12%
20208102	Stamps	2,000.00		180.00	1,820.00	91%
20208500	Printing Services	26,000.00	7,837.50	15,304.57	10,695.43	41%
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	Expeditures 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	1,366.10	9,880.48	3,119.52	24%
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	310.91	1,236.44	2,263.56	65%
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	105.00	262.36	(62.36)	-31%
20250500	Accounting Services	7,000.00	5,979.60	5,979.60	1,020.40	15%
20250700	Assessment/Collection Service	19,500.00	80.31	8,741.51	10,758.49	55%
20252500	Engineering Services	26,000.00		16,205.70	9,794.30	38%
20253100	Legal Services	20,000.00		-	20,000.00	100%
20256200	Transcribing Services	0.00		-	0.00	
20257100	Security Services	4,500.00		1,051.00	3,449.00	77%
20259100	Other Professional Services	75,000.00	200.00	2,418.50	72,581.50	97%
20259101	Computer Consultants	14,500.00	1,128.00	8,491.00	6,009.00	41%
20281201	PC Hardware	7,000.00		189.65	6,810.35	97%
20281202	PC Software	7,000.00	338.00	2,484.40	4,515.60	65%
20281203	PC Supplies	2,000.00		-	2,000.00	100%
20281900	Elections	34,000.00		29,106.90	4,893.10	
20285100	Recreational Services	148,000.00	13,108.11	105,707.26	42,292.74	29%
20285200	Recreational Supplies	37,000.00	5,517.50	18,422.03	18,577.97	50%
20289800	Other Operating Exp - Supplies	2,000.00		-	2,000.00	41%
20289900	Other Operating Exp - Services	2,000.00		-	2,000.00	100%
20291100	System Development Services	3,000.00	54.99	3,270.48	(270.48)	-9%
20296200	GS Parking Charges	200.00	5.25	57.75	142.25	71%
	SUB-TOTAL	648,550.00	43,216.83	384,973.26	263,576.74	41%
3000	OTHER CHARGES					
30321000	Interest Expense	29,100.00		29,006.25	93.75	0%
30322000	Bond/Loan Redemption	44,200.00	447.17	41,709.68	2,490.32	6%
30345000	Taxes/Licenses/Assess Trans	1,600.00		1,211.46	388.54	24%
	SUB-TOTAL	74,900.00	447.17	71,927.39	2,972.61	4%

Account Number	Expenditure Account	Budgeted 2022/2023	Current Expenditure	Expenditures to Date	Funds Available	% Left
4000	FIXED ASSETS					
41410100	Land	0.00		-	0.00	
42420200	Struc. & Improvements	720,000.00		55,822.47	664,177.53	92%
43430300	Vehicles/Equipment	50,000.00		1,000.00	49,000.00	98%
	SUB-TOTAL	770,000.00	-	56,822.47	713,177.53	93%
5000	INTERFUND CHARGES					
50557100	Fingerprinting Service	2,200.00	32.00	1,696.00	504.00	23%
	SUB-TOTAL	2,200.00	32.00	1,696.00	504.00	23%
79790100	<i>Contingency Appropriations</i>	0.00		-	0.00	0%
	<i>Deposit into Reserves</i>	0.00		-	0.00	0%
	GRAND TOTAL	3,500,870.00	175,610.52	1,851,232.70	1,649,637.30	47%

**ORANGEVALE RECREATION AND PARK DISTRICT GENERAL FUND
REVENUE STATEMENT
FISCAL YEAR 2022/2023
FEBRUARY 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		884,395.69	716,289.31	55.25%
91910200	Prop. Taxes - Current Unsecured	54,400	-824.69	52,519.18	1,880.82	96.54%
91910300	Supplemental Taxes Current	38,400	10,897.45	30,901.27	7,498.73	80.47%
91910400	Prop. Taxes Sec. Delinquent	12,605	23.44	9,768.63	2,836.37	77.50%
91910500	Prop. Taxes Supp. Delinq.	1,945		3,724.09	-1,779.09	191.47%
91910600	Unitary Current Secured	14,500		8,498.46	6,001.54	58.61%
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		0.00	140.00	
91913000	Prop. Tax Prior - Unsecured	1,105		412.15	692.85	37.30%
91914000	Penalty Costs - Prop. Tax	500		239.70	260.30	47.94%
91919900	Taxes - Other	-		0.00	0.00	
	<i>SUB-TOTAL TAXES 9100</i>	1,724,280	10,096.20	990,459.17	733,820.83	57.44%
94941000	Interest Income	14,000		4,573.00	9,427.00	32.66%
94942900	Building Rental Other	125,000	18,131.03	95,106.60	29,893.40	76.09%
94943900	Cell Tower Leases	48,500	3,958.17	31,665.36	16,834.64	65.29%
94944800	Rec.Concessions Final 9	21,000	4,487.60	15,979.72	5,020.28	76.09%
94945900	Other Vending Devices	-		0.00	0.00	
94949000	Concessions - Other	-		0.00	0.00	
95952200	Homeowner Prop. Tax Relief	14,000		6,232.17	7,767.83	44.52%
95952900	In-Lieu Taxes	220,000		0.00	220,000.00	
95959504	Fiscal Relief for Independent Special Distri	-		0.00	0.00	
95956900	State Aid - Other Misc. Programs	-		0.00	0.00	
96963313	Miscellaneous Fees	1,000		1,303.10	-303.10	130.31%
96964600	Recreation Service Charges	550,000	37,479.48	252,694.69	297,305.31	45.94%
96969700	Security Services	1,000		0.00	1,000.00	0.00%
96969903	Sponsorships/Scholarships	-		0.00	0.00	
97973000	Donations & Contributions	2,000	750.00	2,025.00	-25.00	101.25%
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		1,941.24	-441.24	129.42%
	<i>SUB-TOTAL OTHER MISC. INCOME</i>	998,900	64,806.28	411,661.83	587,238.17	41.21%
	<i>TOTAL BUDGET AMOUNT</i>	2,723,180	74,902.48	1,402,121.00	1,321,059.00	51.49%

OLLAD EXPENDITURES
FOR THE MONTH ENDING
FEBRUARY 28, 2023

CLAIM #	ACCOUNT #	VENDOR	DESCRIPTION	AMOUNT
1906935245	20210300	NORTHERN CALIFORNIA INALL	AGRICULTURAL/HORTICULTURAL SER	412.50
1906946313	20210300	NORTHERN CALIFORNIA INALL	AGRICULTURAL/HORTICULTURAL SER	412.50
				825.00
1906931946	20211200	TOLLEFSON AND ASSOCIATES	BUILDING MAINTENANCE SUPPLIES/MA	29.66
1906931938	20211200	THE GARLAND COMPANY INC	BUILDING MAINTENANCE SUPPLIES/MA	720.47
1906944796	20211200	US BANK NATIONAL ASSOCIAT	BUILDING MAINTENANCE SUPPLIES/MA	26.92
1906944801	20211200	AMERICAN RIVER ACE HARDWA	BUILDING MAINTENANCE SUPPLIES/MA	8.99
				786.04
1906943761	20212200	LESLIES POOLMART INC	CHEMICAL SUPPLIES	45.97
1906943765	20212200	LESLIES POOLMART INC	CHEMICAL SUPPLIES	333.97
				379.94
1906944801	20213200	AMERICAN RIVER ACE HARDWA	ELECTRICAL MAINTENANCE SUPPLIES	24.77
1906944796	20214200	US BANK NATIONAL ASSOCIAT	LAND IMPROVEMENT MAINTENANCE S	197.16
1906943771	20214200	THE SHERWIN-WILLIAMS CO	LAND IMPROVEMENT MAINTENANCE S	102.49
1906943772	20214200	GORDON COOK	LAND IMPROVEMENT MAINTENANCE S	63.54
1906943773	20214200	HD SUPPLY FACILITIES MAIN	LAND IMPROVEMENT MAINTENANCE S	190.18
1906946312	20214200	NIMBUS LANDSCAPING MATERI	LAND IMPROVEMENT MAINTENANCE S	22.29
				575.66
1906943766	20215200	LESLIES POOLMART INC	MECHANICAL SYSTEMS MAINTENANCE	340.22
1906944801	20216800	AMERICAN RIVER ACE HARDWA	PLUMBING MAINTENANCE SUPPLIES	35.54
1906938467	20219100	SMUD	ELECTRICITY	4,297.19
1906943598	20219200	PACIFIC GAS AND ELECTRIC	NATURAL GAS/LPG/FUEL OIL	4,528.38
1906943595	20219300	ALLIED WASTE SERVICES OF	REFUSE COLLECTION/DISPOSAL SERV	1,733.31
1906929496	20219500	UNITED SITE SERVICES OF C	SEWAGE DISPOSAL SERVICES	201.75
1906929464	20219500	UNITED SITE SERVICES OF C	SEWAGE DISPOSAL SERVICES	201.75
1906938462	20219500	COUNTY OF SACRAMENTO	SEWAGE DISPOSAL SERVICES	841.93
1906946319	20219500	UNITED SITE SERVICES OF C	SEWAGE DISPOSAL SERVICES	201.75
1906946317	20219500	UNITED SITE SERVICES OF C	SEWAGE DISPOSAL SERVICES	201.75
				1,648.93
1906944796	20219800	US BANK NATIONAL ASSOCIAT	WATER	4.74
1906948468	20219800	SAN JUAN WATER DISTRICT	WATER	308.00
1906950461	20219800	ORANGEVALE WATER COMPANY	WATER	1,990.88
				2,303.62
1906953952	20220600	AUTOZONE	AUTO MAINTENANCE SUPPLIES	11.84
1906944796	20223600	US BANK NATIONAL ASSOCIAT	FUEL/LUBRICANTS	736.66
1906943769	20227500	GUY RENTS INC	RENT/LEASE EQUIPMENT	104.18
1906944801	20228200	AMERICAN RIVER ACE HARDWA	SHOP EQUIPMENT MAINTENANCE SUP	20.45
1906946320	20231400	BARRY ROSS OR JASON BAIN	CLOTHING/PERSONAL SUPPLIES	75.41
1906943780	20232200	BURKETTS OFFICE SUPPLY IN	CUSTODIAL SUPPLIES	240.82
1906944801	20232200	AMERICAN RIVER ACE HARDWA	CUSTODIAL SUPPLIES	35.54

OLLAD EXPENDITURES
FOR THE MONTH ENDING
FEBRUARY 28, 2023

1906943773	20232200	HD SUPPLY FACILITIES MAIN	CUSTODIAL SUPPLIES	148.09
				424.45
1906935251	20250500	LARRY BAIN	ACCOUNTING SERVICES	3,286.80
1906938476	20252500	SCI CONSULTING GROUP	ENGINEERING SERVICES	5,065.00
1906938472	20257100	FULTON-EL CAMINO REC & PA	SECURITY SERVICES	1,608.00
1906943760	20257100	S E TECHNOLOGIES INC	SECURITY SERVICES	795.00
1300830169	20257100	FULTON-EL CAMINO REC & PA	SECURITY SERVICES	-18.92
1906946316	20257100	FULTON-EL CAMINO REC & PA	SECURITY SERVICES	1,675.00
				4,059.08
1906935246	20259100	NEIGHBORLY PEST MANAGEMEN	OTHER PROFESSIONAL SERVICES	86.00
1906938473	20259100	NEIGHBORLY PEST MANAGEMEN	OTHER PROFESSIONAL SERVICES	169.00
1906950559	20259100	ORANGEVALE WATER COMPANY	OTHER PROFESSIONAL SERVICES	1,080.00
1906946311	20259100	NEIGHBORLY PEST MANAGEMEN	OTHER PROFESSIONAL SERVICES	86.00
				1,421.00

ORANGEVALE RECREATION AND PARK DISTRICT - OLLAD ASSESSMENT
BUDGET EXPENDITURE DETAIL
FISCAL YEAR 2022/2023
FEBRUARY 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		1,234.50	1,765.50	59%
20206100	Membership Dues	800.00		-	800.00	100%
20207600	Office Supplies	500.00		204.20	295.80	59%
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	825.00	3,375.00	9,125.00	73%
20210400	Agricultural/Horticultural Supply	12,000.00		6,545.81	5,454.19	45%
20211200	Building Maint. Supplies	8,500.00	786.04	7,221.59	1,278.41	15%
20212200	Chemicals	30,000.00	379.94	20,296.33	9,703.67	32%
20213100	Electrical Maint. Service	4,500.00		-	4,500.00	100%
20213200	Electrical Maint. Supplies	2,000.00	24.77	291.40	1,708.60	85%
20214100	Land Improv. Maint. Service	47,500.00		4,000.00	43,500.00	92%
20214200	Land Improv. Maint. Supplies	34,500.00	575.66	14,887.99	19,612.01	57%
20215100	Mechanical System Maint. Ser	9,500.00		-	9,500.00	100%
20215200	Mechanical System Maint. Sup	3,000.00	340.22	460.88	2,539.12	85%
20216200	Painting Supplies	1,500.00		151.23	1,348.77	90%
20216700	Plumbing Maint. Service	1,000.00		-	1,000.00	100%
20216800	Plumbing Maint. Supplies	2,500.00	35.54	254.20	2,245.80	90%
20218100	Irrigation Service	2,000.00		-	2,000.00	100%
20218200	Irrigation Supplies	16,000.00		4,909.98	11,090.02	69%
20218500	Permit Charges	4,000.00		1,527.00	2,473.00	62%
20219100	Electricity	70,000.00	4,297.19	45,300.36	24,699.64	35%
20219200	Natural Gas / LPG/ Fuel Oil	24,000.00	4,528.38	12,147.41	11,852.59	49%
20219300	Refuse Collection / Disposal Service	23,500.00	1,733.31	13,686.92	9,813.08	42%
20219500	Sewage Disposal Service	14,200.00	1,648.93	9,035.70	5,164.30	36%
20219700	Telephone System	1,500.00		-	1,500.00	100%
20219800	Water	66,000.00	2,303.62	51,190.37	14,809.63	22%
20219900	Telephone System Maintenance	2,000.00		1,332.00	668.00	33%
20220500	Auto Maintenance Service	5,000.00		1,704.47	3,295.53	66%
20220600	Auto Maintenance Supplies	5,000.00	11.84	3,168.10	1,831.90	37%
20221200	Construction Equip. Maint. Sup.	500.00		18.31	481.69	96%
20222600	Expendable Tools	3,000.00		-	3,000.00	100%
20223600	Fuel & Lubricants	21,000.00	736.66	17,908.67	3,091.33	15%
20227500	Rent/Lease Equipment	4,000.00	104.18	316.17	3,683.83	92%
20228100	Shop Equip. Maint. Service	1,500.00		581.15	918.85	61%
20228200	Shop Equip. Maint. Supplies	7,500.00	20.45	3,685.96	3,814.04	51%
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	75.41	1,636.30	1,863.70	53%
20232100	Custodial Service	0.00		-	0.00	
20232200	Custodial Supplies	19,500.00	424.45	7,945.73	11,554.27	59%
20250500	Accounting Services	3,000.00	3,286.80	3,286.80	(286.80)	-10%
20252500	Engineering Services	15,100.00	5,065.00	13,320.22	1,779.78	12%
20253100	Legal Services	10,000.00		2,403.00	7,597.00	76%
20257100	Security Services	23,000.00	4,059.08	16,089.86	6,910.14	30%
20259100	Other Professional Services	38,000.00	1,421.00	20,160.93	17,839.07	47%

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	32,683.47	293,680.18	271,919.82	48%
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		195.37	327,804.63	100%
43430300	Equipment	0.00		-	0.00	
	SUB-TOTAL	328,000.00	-	195.37	327,804.63	100%
	GRAND TOTAL	894,900.00	32,683.47	293,935.55	600,964.45	67%

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

Account Number	Expenditure Account	Budgeted 2022/2023	Current Expenditures	Expenditures to Date	Funds Available	% Left
2000	SERVICES & SUPPLIES					
20200500	Advertise/Legal Notices	500.00		-	500.00	100%
20207600	Office Supplies	100.00		-	100.00	100%
20207602	Signs	50.00		-	50.00	100%
20210300	Agricultural/Horticultural Service	500.00		-	500.00	100%
20210400	Agricultural/Horticultural Supplies	80.00		-	80.00	100%
20219800	Water	750.00	41.61	496.66	253.34	34%
20223600	Fuel & Lubricants	800.00	160.00	160.00	640.00	80%
20250500	Accounting Services	600.00	633.60	633.60	(33.60)	-6%
20252500	Engineering Services	1,000.00		1,000.00	0.00	0%
20253100	Legal Services	100.00		-	100.00	100%
20256200	Transcribing Services	0.00		-	0.00	
20259100	Other Professional Services	500.00		-	500.00	100%
20289900	Other Operating Exp - Services	452.00		-	452.00	100%
20291500	COMPASS Costs	150.00		-	150.00	100%
20296200	GS Parking Charges	0.00		-	0.00	
	SUB-TOTAL	5,582.00	835.21	2,290.26	3,291.74	59%
4000	FIXED ASSETS					
42420200	Struc. & Improvements	0.00		-	0.00	0%
	SUB-TOTAL	0.00	-	-	0.00	0%
	GRAND TOTAL	5,582.00	835.21	2,290.26	3,291.74	59%

**ORANGEVALE RECREATION & PARK DISTRICT
FINANCE COMMITTEE MEETING RECAP
FRIDAY, FEBRUARY 24, 2023
1:30 PM**

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

1. CALL TO ORDER: *The meeting was called to order at 1:30 p.m.*

Roll call: Director Brunberg, Director Stickney, Administrator Ross, Finance/HR Superintendent Von Aesch, Park Superintendent Oropeza, Recreation Supervisor Bain, Admin Supervisor Woodford

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.

3. MINUTES

Reviewed minutes from the last meeting noting the salary scale evaluation was pushed to the next meeting (and is on this agenda).

4. UNFINISHED BUSINESS

None discussed.

5. NEW BUSINESS

A. Our current budgetary status with Fiscal Year 2022/23

Administrator Ross presented an overview of the District's current fiscal status noting the key items impacting the General Fund and OLLAD budgets for the rest of this fiscal year. Most notably, this is a unique fiscal year with 27 pay periods (the standard is 26) which will result in about \$60,000 of additional expenditures. This will be offset by about \$63,000 in savings resulting from a) no longer holding a ballot/vote for a funding measure (\$59,000), and b) the elections costs coming in lower than expected (\$4,000). Property tax revenue and Recreation/Rental revenue is also on pace to meet or exceed expectations. Overall, our budgets are currently healthy.

B. Our current status on capital projects with Fiscal Year 2022/23

Administrator Ross advised the Director's that the pool and roadway projects would likely push into the 23/24 fiscal year. He stated that he expects to have the bids out within the next few months. The Directors asked staff to bring their recommendations for prioritizing the parking lots and sport courts with the most need for slurry seal and striping maintenance. Additionally, staff was asked to obtain the current cost to convert a tennis court into four or six pickleball courts.

C. Final 9 Lease Agreement to be renewed in October 2023

Bruce Knisley reported the desire to renew the Final 9 lease for another five years. The Directors instructed staff to create a lease with a 10% increase for three years and a 2% to 3% optional increase for years four and five. After discussion about the disc golf club's previous offers in assisting the District with projects, Administrator Ross plans to suggest quarterly or semi-annual meetings with their club to discuss moving forward together with improvement plans and projects for the course.

D. Cost-Saving and Revenue-Generating plan and successes

Administrator Ross advised the Directors that staff tasked themselves in November 2022 with ascertaining both cost savings and revenue generating ideas. To date, 14 cost savings and 18 revenue generating ideas have been identified with the majority being researched, started, or implemented. Staff was happy to announce that this process is already expected to benefit our budget by \$16,000 in

22/23 with ongoing benefits of \$9,600 in 23/24. This process will be a continuing item on the first Department Head Meeting of each month. Administrator Ross expressed staff interest in considering making our Activity Guide available primarily in digital form. We would print limited copies for those who prefer that format. Directors Brunberg and Stickney asked staff to estimate cost savings along with potential negative impacts in marketing and program registrations. Staff will conduct a cost analysis and present to the full Board at a future meeting. Administrator Ross expressed staff interest in increasing our registration fee from \$2 to \$3. This fee hasn't been increased in five years, and in light of increasing costs facing the District, this is an opportunity to help offset some effects of inflation. Directors Stickney and Brunberg support this suggestion and asked staff to bring it to the full Board in March or April.

E. Discussion of employee salary scale evaluation

Superintendent Von Aesch passed out the results of a current salary scale evaluation with five "like" districts while Administrator Ross refreshed the attendees of the District's continuing goal to move the staff's salaries closer to the 50th percentile results. He reported that the survey showed 11 out of 13 FT staff's salaries were more than 5% below the 25th percentile. Director Brunberg and Stickney directed staff to bring a 5% increase for the 5 categories to the full board at the March 2023 meeting. Additionally, staff was directed to include this 5% increase in the preliminary budget and present it with a proposed 3% and 4% cola to the next Finance Committee Meeting.

F. Timeline for the 2023/24 FY Budget Process

The Finance Committee will meet again on May 19. The Preliminary Budget will be presented at the June 2023 BOD Meeting. The Final Budget will be presented at the August 2023 BOD Meeting for final approval.

G. Schedule Next Meeting

The next Finance Committee Meeting will be scheduled for May 19, 2023, where the Preliminary Budget will be presented. After the Directors input, it will be brought before the full board.

6. DIRECTOR'S AND STAFF'S COMMENTS

7. ITEMS FOR NEXT AGENDA

Administrator Ross is to bring the preliminary budget and Superintendent Von Aesch is to present a 3% and 4% cola option.

8. ADJOURNMENT The meeting was adjourned at 3:08 p.m.

**ORANGEVALE RECREATION & PARK DISTRICT
PLANNING COMMITTEE MEETING RECAP
THURSDAY, MARCH 2, 2023
10:00 AM**

MEETING LOCATION:

**To begin at Youth Center Park – Baseball Field
6745 Hazel Avenue
Orangevale, CA 95662**

1. CALL TO ORDER

The meeting was called to order by Committee Chair Stickney at 10:00am. In attendance was Director Michael Stickney, Director Manie Meraz, Administrator Barry Ross, 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 members from the public were in attendance.*

3. MINUTES

*Review of minutes/recap of the Planning Committee Meeting from November 5, 2021
Minutes were provided for reference.*

4. UNFINISHED BUSINESS

There was no unfinished business to address.

5. NEW BUSINESS

a. Youth Center Park: 6745 Hazel Ave.

- Discuss plans for the vacant playground area

A play structure costing about \$135,000 was planned for this site. Due to budget concerns, the committee is considering other inexpensive ideas. One idea was a pump track that can be used for bikes, skateboards, and scooters that has an estimated cost between \$30,000 - \$45,000. The Committee encouraged additional ideas to be generated by staff.

- Discuss other potential plans for the park

- 1. Remove a tree stump near the southern fence at the entrance to the park*
- 2. Repair the southern fence at the entrance, and get a quote to install a new fence that matches the east fence facing Hazel Ave.*
- 3. Contact Pac Bell to have them remove the public pay phone booth that hasn't been operable in years.*
- 4. Remove two to four trees that are planted between the bleachers because their roots are damaging the concrete; Wait until baseball season is completed in the fall.*
- 5. Staff is to meet with a concrete contractor to provide ideas on how to remove and replace some of the damaged concrete in the grandstand area. Get cost estimates. The Committee discussed plans to include a fence or rail near the edge of the concrete for safety reasons. The Committee also discussed removing the west section of concrete and installing decomposed granite, and adding an ADA ramp to the north dugout.*
- 6. Plant about 4-6 trees to provide shade for the bleachers and the west dugout.*
- 7. General cleanup of grounds, especially in the right field/1st base foul territory.*

b. Community Center Park: 6826 Hazel Ave.

- Discuss the driveway/trail project

- 1. Discussed the timing of the project with the current goal of going out to bid in April or May.*
- 2. Discussed having staff remove the large rectangular chain link fence area in the open field of the new property and potentially using the fencing for other areas within our District. Recommend removing the fence after the driveway and trail project is complete.*

- Discuss other potential plans for the park
 1. *Discussed potential aesthetic concerns of having the Cemetary on site after the driveway and trails are installed and that area of the park receives more visitors.*
 2. *General cleanup of grounds, especially the old church pew at the north end of the park, and the old fencing debris near the wall by the large storage containers.*
- c. Shady Oaks Disc Golf Course: 7208 Hazel Ave.
 - Discuss plans for the entrance/curb appeal
 1. *Add more gravel to the low areas of the gravel parking lot to reduce puddling.*
 - Discuss projects on the disc golf course
 1. *Schedule 3 or 4 annual meetings with staff, Final 9, and the Disc Golf Club to plan and schedule projects to improve the course, including ideas to move or lengthen certain holes.*
 2. *Remove damaged sections of the wall/bench at the practice baskets and install a retaining wall that can also serve as a bench.*
 3. *Speak with the County regarding the street water drainage that runs across the fairway of Hole #17.*
 4. *Discussed adding a drip irrigation line at the Hole #18 fairway to allow for easier watering of newly planted trees.*
- d. Horse Arena area of Orangevale Community Park: 7145 Filbert Ave.
 - Discuss stage area and concrete repairs
 1. *Staff is to meet with a concrete contractor to help us determine the best and most cost-effective way to correct the following areas of concern. Ideally we will want to have this work done this current fiscal year before the Summer Palooza event:*
 - a. *Five sections of concrete at the front of the stage are badly cracked and damaged.*
 - b. *The lower stage/dance floor has some cracked sections of concrete.*
 - c. *Consider extending the dance floor about eight feet to the north.*
 - d. *One 8'x10' section of concrete walkway to the west of the picnic shelter needs to be replaced.*
 2. *Secure a licensed electrician to have the electric outlets/box at the stage properly repaired before the Summer Palooza event.*
 - Discuss other potential plans for the park
 1. *Observed the damaged fence that borders Green Oaks School. Staff will install 11 new sections of fencing and the school will paint it. This fence was damaged in the January storms.*
- e. Pecan Park: 5945 Pecan Ave.
 - Discuss plans for the pickleball courts
 1. *The Committee ran out of time and didn't visit Pecan Park. The Committee looked at the pickleball/tennis courts on Hazel Ave. and discussed how a potential conversion towards six pickleball courts would look.*
 - Discuss other potential plans for the park

6. DIRECTOR'S AND STAFF'S COMMENTS

7. ITEMS FOR NEXT AGENDA

Staff is to schedule the next Planning Committee meeting between May 23-25 and invite representatives from Final 9 and the Disc Golf Club.

8. ADJOURNMENT

The meeting was adjourned at 12:42pm

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.

2. 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

STAFF REPORT



DATE: 3-16-23

TO: Board of Directors

FROM: Barry Ross, District Administrator

SUBJECT: **MONTHLY ACTIVITY REPORT – FEBRUARY 2023**

ADMINISTRATION

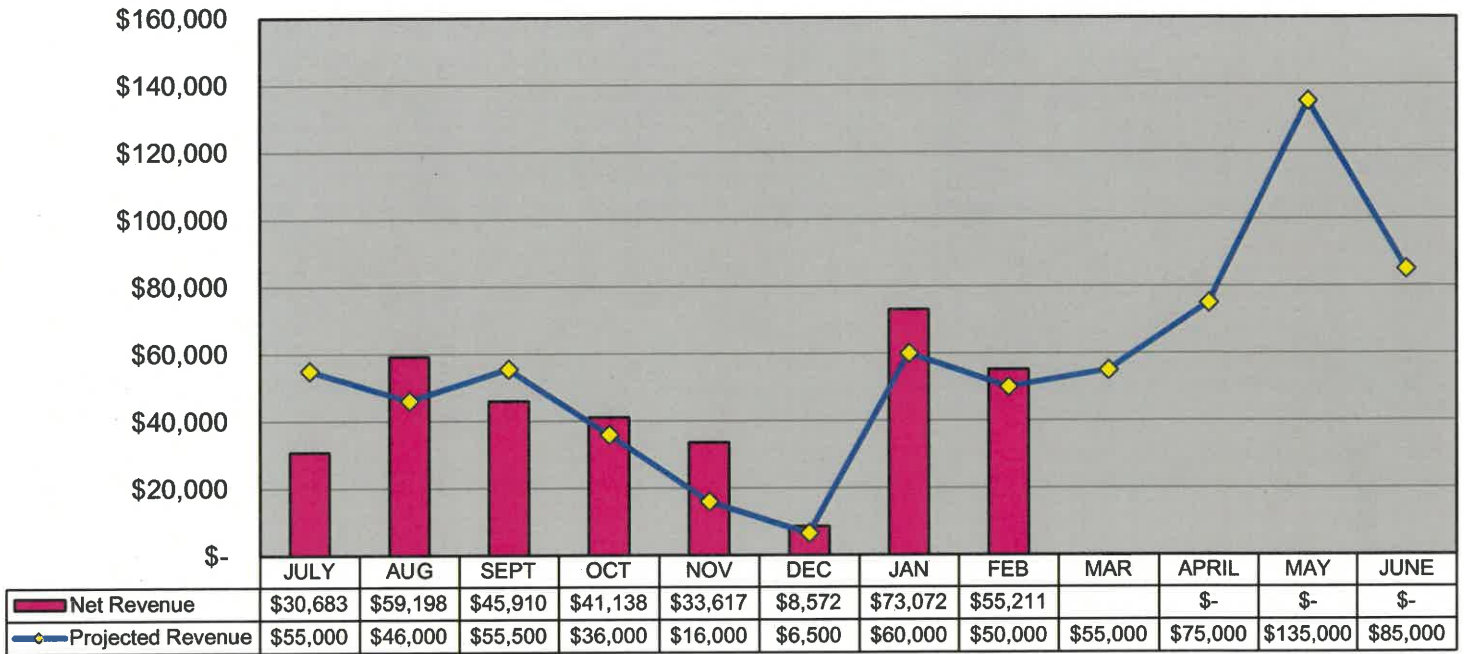
- On February 11, OVparks was voted Best Municipal Services and Orangevale Community Center Park was voted the best park in Orangevale. All Events Management Group's Summer Palooza was voted best event in Orangevale, and this event was held at Orangevale Community Park. OVparks also received nominations for best preschool (Kidz Korner) and best coach (Olivia Silva with the TigerSharks). OVparks was represented at the Best Of Orangevale event by Directors Manie Meraz, Lisa Montes, and Arica Presinal along with staff members Melyssa Woodford, Andrew Gross, Horacio Oropeza, and Barry Ross.
- On February 13, Administrator Ross and Superintendent Oropeza met with Tom Carden and Josh Hall of the Orangevale-Fair Oaks Community Foundation to discuss potential projects for the upcoming Big Day of Service. We came up with 8 projects that would be submitted. The Foundation will sort through all submitted project requests and narrow them down as needed.
- On February 15, Administrator Ross and Superintendent Oropeza attended the second Big Day of Service group meeting at the Sunrise Community Church. This meeting focused on reviewing some of the projects that have been submitted, and showing how to submit project requests on the website. Those submitting projects were asked to consider the people they would assign to being Project Leads. The BDOS committee expects to identify the selected projects at the March 15 meeting. The Big Day will be held on Saturday, May 6 with check-in starting at 8am and projects beginning at 10am. Most projects will end at noon while some will extend until 2pm. Over 1,500 volunteers are expected to participate in over 40 projects in Orangevale and Fair Oaks.
- On February 24, OVparks received a large trailer that was supplied with various electric powered landscaping equipment. We are borrowing this trailer from the American Green Zone Alliance (AGZA), who is testing various brands of electric hand-held landscaping equipment and allowing various agencies to test out equipment that meets high standards on power, effectiveness, and ease of use. The primary brands that passed their testing and are provided in the trailer are Stihl, Husqvarna, and Makita. Our staff is allowed to test this equipment while conducting actual park maintenance jobs. The trailer is available to us for one month to help us decide which brands and equipment we will want to purchase when it becomes time to replace existing gas-powered equipment.
- On February 27, Administrator Ross and Superintendent Oropeza met with Mark Aring and David Dill of the Orangevale History Project. We met at the Cottage to conduct our walk-through inspection of the building and grounds. This step was needed to complete Exhibit A of the lease agreement to determine the "as-is" conditions of the building, and to identify the tasks that OVparks was to complete in order for the building to be "move-in ready" for OHP.
- On February 28, Administrator Ross met with Marga Brunner (Common Kettle Farm) and Kim Bayne (OV Chamber of Commerce) to discuss the Farmers Market. We primarily discussed the layout for the market and the beer/wine garden. We also discussed ideas for creating more shade for the stage and market space.

RECREATION Monthly Report: February 2023

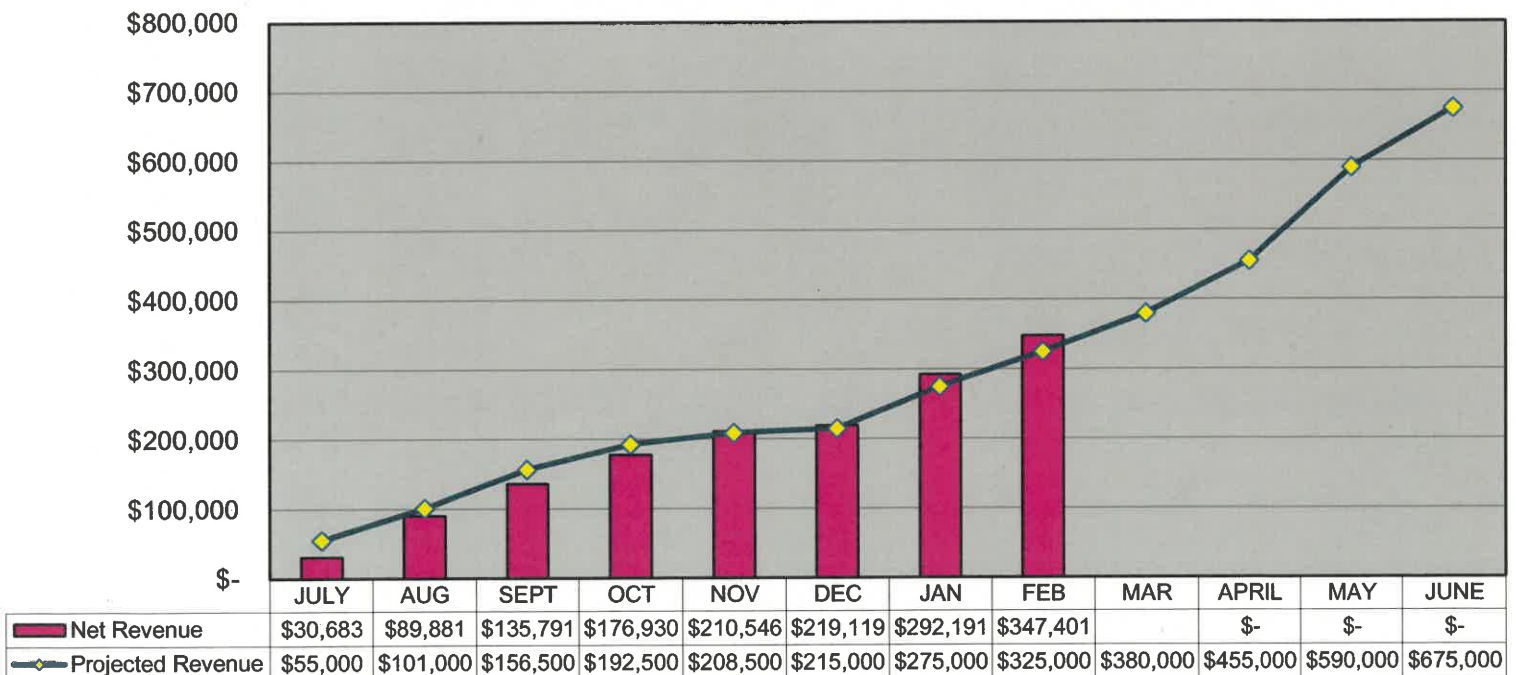
February	Enrollment	Attendance	Gross Revenue
Active Adults			
Best Friends Bash		47	
Bridge	55		\$ 110.00
Be Money Smart		11	
Mid-Day Movie		8	
Active Adults Sub Total	55	66	\$ 110.00
Classes			
Aikido - Teen/Adult	7		\$ 1,001.00
Aikido - Youth	9		\$ 680.00
Basic Horsemanship	3		\$ 360.00
Chef Series - Sunset Chef	13		\$ 390.00
Chef Series- Wee Chefs	14		\$ 420.00
Chen Tai-Chi Chuan	11		\$ 575.00
Gymnastics - Parent Participation	1		\$ 103.00
Internet Drivers Education	3		\$ 87.00
Jr Academy all sports school break	8		\$ 952.00
Karate - Preschool	5		\$ 1,050.00
Karate - Shotokan Grange Hall	4		\$ 940.00
Karate - Shotokan Youth Center	7		\$ 1,645.00
Kids Night Out	20		\$ 500.00
Pickleball 101	21		\$ 1,470.00
Pilates Reformer	6		\$ 480.00
Social Dancing Cha Cha	4		\$ 130.00
Social Dancing Salsa	9		\$ 280.00
Top Notch Basketball	11		\$ 1,089.00
Turns n Tumble Baby Ballet	13		\$ 429.00
Turns n Tumble Pre Ballet	16		\$ 495.00
Ukulele Fretters	12		\$ 12.00
Zumbini	7		\$ 280.00
Classes Sub Total	204	0	\$ 13,368.00
Day Camp			
Adventure Crew	12		\$ 1,800.00
Day Camp Sub Total	12	0	\$ 1,800.00
Trips			
Collette Travel Presentation		17	
Explore Tuscany	1		\$ 400.00
Trips Sub Total	1	17	\$ 400.00
GRAND TOTAL	272	83	\$ 15,678.00

February Gross Revenue Recap – February OTC (over-the-counter) revenue for combined recreation and facility rentals ended at \$55,211 which is \$4,708 above the projected amount. February recreation revenue came in at \$37,479 which is \$2,521 below the projected amount. The February facility revenue came in at \$17,731 which is \$7,731 above 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 February.*

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



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



PARKS Monthly Report: February 2023

Park Infrastructure

- Staff continues to conduct monthly playground inspections and makes repairs on site as needed.
- Staff removed graffiti from the Oak & Filbert bathrooms on two occasions.
- Staff repaired 32 feet of fencing at Orangevale Community Park near the Oak/Filbert parking lot.
- Soccer fields at Oak & Filbert and Community Center Park were re-seeded.
- Staff removed the remnants of homeless camps at Shady Oaks Disc Golf and elsewhere at Community Park.

Mechanics

- Staff continues to conduct basic maintenance to small engine equipment, including chainsaws.
- Staff repaired brake lights on the mow trailer.
- A new boom attachment was installed in the chemical sprayer.
- A new pump and fuel assembly were installed in the mow truck fuel cell.

Park Irrigation

- All irrigation remains off.
- Staff repaired the Almond Park drinking fountain.
- Staff vacuumed and cleaned the swimming pool.

Park Grounds

- Staff continues ongoing maintenance at all parks (restrooms, trash, mowing, edging, & blowing).
- Staff cleared all parking lots and walkways of debris following storms.
- Staff cleared creeks and drains following storms.
- Staff removed downed branches from Coleman Park.
- Staff pruned several trees and shrubs at Community Center Park and Community Park.
- Staff removed nearly 100ft of fence from Horse arena. The fence will be rebuilt as soon as weather permits. Temporary fence was set in its place.

Other Reports

- Superintendent Oropeza and Foreman Fuhlrodt attended a one-day CPRS mini conference in Roseville on the subject of park operations and management.
 - Staff addressed maintenance items on the Cottage that were addressed in the lease agreement with the Orangevale History Project.
-

Fulton-El Camino Park District Police Department
Monthly activity report for: Orangevale Recreation and Park District
Reporting Period: February 1-28, 2023

Almond Park

Notice To Appear:	2/2/23	11:00	CVC16028(a)	No insurance	Inf
			CVC5200(a)	Two license plates req.	Inf
Warnings:	2/13/23	17:20	SCO9.36.061(a)(4)	Dog off leash	
	2/13/23	17:25	SCO9.36.061(a)(4)	Dog off leash	

Norma Hamlin Park

No issues to report.

Off Property

No issues to report.

OV Community Center

No issues to report.

OV Community Park

Notice To Appear:	2/5/23	15:46	11350(a)	HS possession of narcotic controlled substance	Mis
Call For Service:	2/26/23	15:19		Report of unknown person setting up a tent by horse arena, to possibly camp overnight. Officer contacted male under tarp and advised of park hours. He said he would move along.	

OV Community Park (Disc Golf)

Notice To Appear:	2/9/23	15:50	SCO9.36.061(a)(4)	Animal off leash	Inf
Parking Citations:	2/5/23	15:20	CVC4000(a)	no current registration	
	2/5/23	15:23	CVC4000(a)	no current registration	
	2/9/23	15:52	CVC4000(a)	no current registration	

Palisades Park

No issues to report.

Pecan Park

Notice To Appear:	2/20/23	17:54	SCO9.36.061(a)(4)	Animal off leash	Inf
Parking Citations:	2/20/23	18:02	CVC4000(a)	no current registration	

Sundance Nature Area

Call For Service:	2/12/23	14:27		Report of 4 kids with airsoft guns shooting at each other. Upon arrival, reporting party advised the kids left the area towards Thunderhead Cir. Officer walked the area and did not see anyone matching description.	
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Youth Center Park

No issues to report

OvParks Photos of Interest: February 2023

Best of Orangevale



Training on Electric Landscape Equipment



Fallen Tree on Feb. 24 at Shady Oaks Hole #5



STAFF REPORT



DATE: 3-16-23

TO: Board of Directors

FROM: Barry Ross, District Administrator

SUBJECT: Opportunity to view the final draft of the educational sign to be provided by the Orangevale History Project that is to be installed at Orangevale Community Park. The sign will reflect the history of the California Central Railroad that crossed through what is now the Orangevale Community Park.

PURPOSE

To allow the Board of Directors the opportunity to view the final draft of the historical sign.

BACKGROUND

The District's Board of Directors approved the installation of the sign within Orangevale Community Park at their October 2022 meeting. At that time the sign design was still a work in progress. The sign is now in production. The Orangevale History Project (OHP) has secured funding from the Rotary Club of Orangevale and a local contractor to who is building the frame.

NEXT STEPS

The OHP will be coordinating with key parties to schedule dates for the sign installation and dedication. District staff will assist with the installation and look forward to the dedication of this welcomed addition to our park and community.

36"

24"



HISTORICAL TRAIL SIGN

(QTY 1)

EXAMPLE MOCK-UP INSTALLATION



S/F HISTORICAL TRAIL SIGN

- PRINTED CLEAR CGV APPLIED SUB-SURFACE ONTO 1/8" CLEAR ACRYLIC

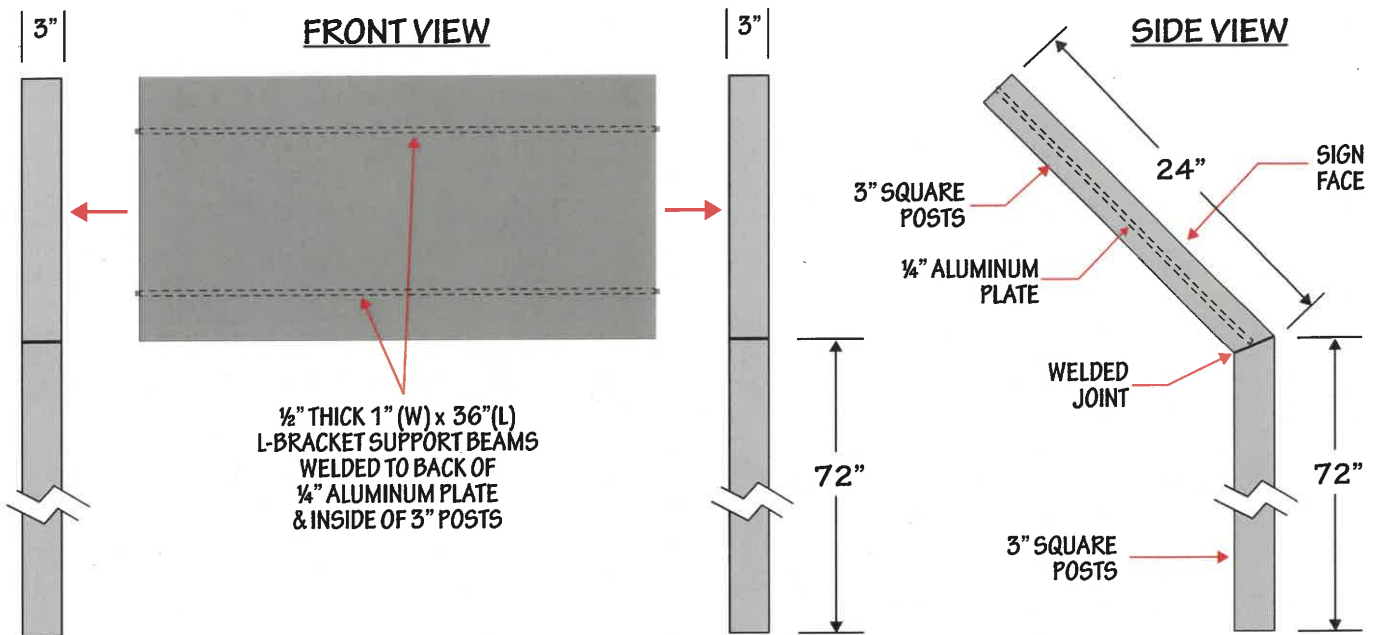
COLOR SCHEDULE

CMYK PER SUPPLIED

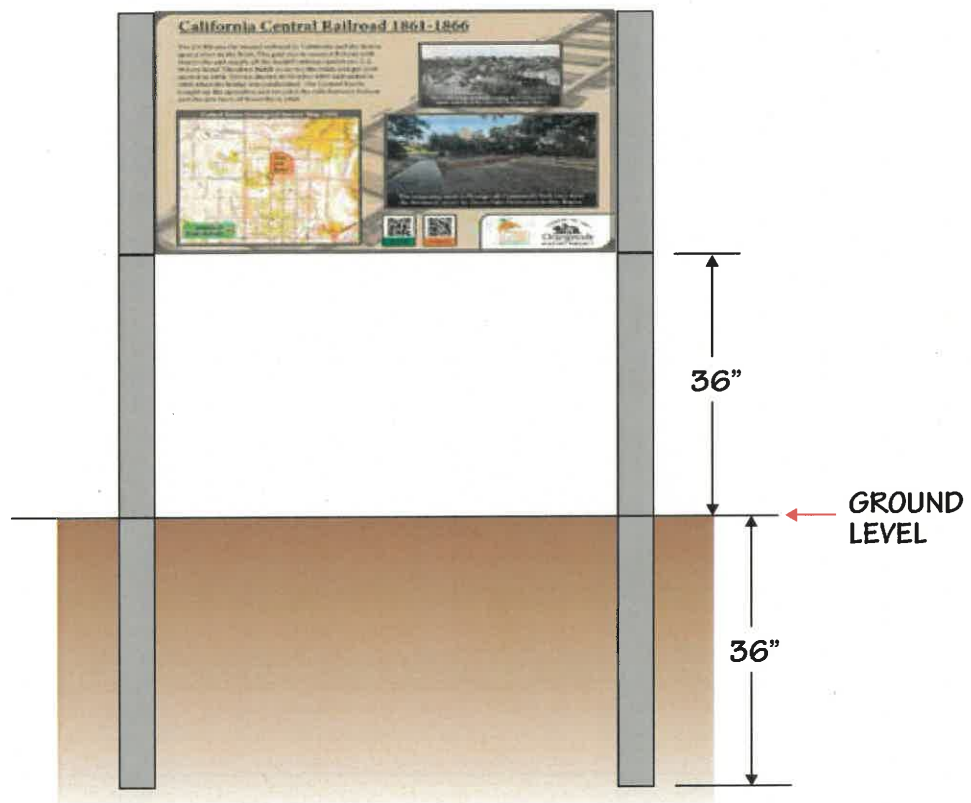
INSTALL/DELIVERY INFO

- (2) 3"X3" ALUMINUM POST STRUCTURE WELDED & POWDER-COATED BLACK
- 1/4" ALUMINUM PLATE, WELDED ALONG CENTER OF TOP ANGLED 24" POSTS (SEE NEXT PAGE FOR DETAILS)
- (QTY 2) 1/2" THICK 1" (W) x 36"(L) L-BRACKET SUPPORT BEAMS WELDED TO BACK OF 1/4" ALUMINUM PLATE & INSIDES OF 3" POSTS

<p>MERIDIAN MEDIA GROUP 2409 J Street Sacramento, CA 95816 Office 916.453.1616 / Fax 916.453.1618 www.meridianmedia.com</p>	<p>DATE: 11-9-22 LOCATION: Orangevale, CA</p> <p>CLIENT: MARK ARING</p> <p>PROJECT: HISTORICAL TRAIL SIGN</p> <p>FILE NAME: MA_Historical Trail Sign_9xxx_11-9-22</p> <p>DRAWN BY: MDS</p>	<p>REVISIONS:</p> <p>A:11/10/22MDS B:11/10/22MDS C:11/18/22MDS D:12/14/22MDS E:1/23/23MDS F:1/25/23MDS</p>	<p>WO# 9xxx PO# _____</p> <p>1 of 2</p>
	<p><small>All colors shown in this proof are a representation of actual colors. In the digital printing process all RGB & spot colors are converted to CMYK. Client acknowledges there will be some degree of variance in the final print due to monitor settings, varnish, media & ink.</small></p>		<p>SIGN TYPE</p> <p><input type="checkbox"/> Approved as shown <input type="checkbox"/> Approved with corrections <input type="checkbox"/> Second proof requested</p> <p>NOTES: _____</p> <p>SIGNATURE: _____ DATE: _____</p>



FRONT ORTHOGRAPHIC VIEW



<p>MERIDIAN MEDIA GROUP 2409 J Street Sacramento, CA 95816 Office 916.453.1616 / Fax 916.453.1618 www.meridiansignage.com</p>	<p>DATE: 11-9-22 LOCATION: Orangevale, CA</p> <p>CLIENT: MARK ARING</p> <p>PROJECT: HISTORICAL TRAIL SIGN</p> <p>FILE NAME: MA_Historical Trail Sign_9xxx_11-9-22</p> <p>DRAWN BY: MDS</p>	<p>REVISIONS:</p> <p>A:11/10/22MDS</p> <p>B:11/10/22MDS</p> <p>C:11/18/22MDS</p> <p>D:12/14/22MDS</p> <p>E:1/23/23MDS</p> <p>F:1/25/23MDS</p>	<p>WO# 9xxx PO#</p> <p>2 of 2</p> <p>SIGN TYPE</p>
	<p><input type="checkbox"/> Approved as shown <input type="checkbox"/> Approved with corrections <input type="checkbox"/> Second proof requested</p> <p>NOTES:</p> <p>SIGNATURE: DATE:</p>		

PERMIT AGREEMENT

This Agreement is made and entered into this 16th day of March 2023, by and between Orangevale Recreation and Park District, a recreation and park district formed pursuant to California Public Resources Code Section 5780, et seq., a political subdivision of the State of California located in Sacramento County, hereinafter referred to as the "District", and Frank Babcock, "Terror in the Night Productions", hereinafter referred to as the "Permittee".

RECITALS

WHEREAS, the District is the owner of certain real property located in the County of Sacramento, State of California known as Orangevale Community Center Park located at 6930 Hazel Ave, Orangevale, California, hereinafter referred to as the "Property"; and

WHEREAS, Permittee desires to use the Property for the "**Cemetarium Haunted House**" special event from **October 20, to October 31, 2023**

WHEREAS, District finds it is in the public interest to enter into this Permit Agreement with Permittee for the use of the Property.

NOW, THEREFORE, it is mutually understood and agreed by and between the parties hereto as follows:

SCOPE OF PERMIT AND USE OF PROPERTY

1. District agrees to grant Permittee the non-exclusive right to use the Property for "Cemetarium Haunted House" (the "Event") on October 20 thru October 31, 2023, for attendance by the general public. Permittee shall also have exclusive use of the areas of the Property outlined in the Application for Use of Facilities (the "Application"), a copy of which is to be completed and attached hereto as Exhibit A and incorporated herein by this reference. Permittee shall have the right to impose reasonable rules and regulations to be observed by the general public to ensure the safety of the participants at said Event. Permittee agrees to comply with all District rules, regulations, and policies with respect to the use of the Property. Permittee is authorized to begin **Event setup on August 11, 2023** and is required to complete **Event take-down and cleanup by Thursday, November 30, 2023 at 5pm**. Permittee is required to coordinate all activities with the District. **Permittee agrees that the security deposit will be forfeited if Permittee fails to complete all cleanup of the Property by Thursday, November 30, 2023, at 5pm.**

Permittee will be required to coordinate parking arrangements with District staff and utilize parking at 6930 Hazel for the Event for at least three dates including October 20, 21 and 22, 2023 due to previously scheduled events at the main Community Center.

Permittee shall be entitled to authorize the use of tents, camper trucks and trailers by exhibitors, concessionaires, and Permittee's officials from August 11 thru November 30, 2023, in an area designated by Permittee and the District. Permittee shall cause the removal of any camper, truck, trailer and/or tents from the designated area and the Property no later than November 30 at 5pm. **Under no circumstances shall Permittee and/or Permittee's exhibitors,**

concessionaires and/or officials have an open fire (wood fire, bonfire, campfire) on District property unless specifically authorized by the District in writing. In the event an open fire is made, Permittee shall cause the person and/or persons responsible to leave the Property immediately. Permittee shall assume responsibility for any and all injuries and/or damages which occurs and/or arises from the activities authorized under this Paragraph. District shall not assume any liability to Permittee, and/or any other person as result of the activities authorized by this Paragraph. Permittee shall be responsible for notifying any and all exhibitors, concessionaires, agents and/or officials that District shall have no liability for any and all injuries and/or damages which occur on the Property. Permittee shall require any person wanting to utilize the Property for camping purposes as authorized by this paragraph to sign a waiver in the form to be provided by District, the original of which shall be provided to District. Permittee understands and agrees that it assumes any and all liability for any personal injury and/or damages resulting from the use of the Property as provided for herein.

Permittee understands that members of the public frequently use Orangevale Community Center Park and that the Permit being granted is for non-exclusive use and must be shared with other members of the public. Permittee also understands that a new driveway and trails will be constructed in the same general area that the Event has traditionally been staged. The Permittee is to adapt to the Event set up as needed, and with approval from the District. The District agrees, however, to not schedule any other events and/or activities on the Property (field area rented) for the dates of the Permit being granted herein.

Permittee agrees and understands that it accepts the Property in an as-is condition and is responsible for inspecting all areas within the Property and immediate surrounding areas for hazards and will take any necessary steps to protect Event participants and attendees until corrective/remedial measures are implemented.

Permittee's use of the Property is limited to those purposes and those activities specifically described in this Agreement. This Agreement is to be strictly construed according to its terms and no use of District Property for purposes or activities other than those specified herein is authorized hereby. Failure of Permittee to comply with this condition may result in revocation of this Agreement.

NATURE OF THE INTEREST GRANTED

2. It is specifically understood and agreed by the parties hereto that this Agreement does not convey any right, title or interest in the Property to the Permittee other than as specifically stated herein for the purpose of using the Property for the Event and other uses stated in the Application. No relationship between the parties is intended to be created by this Agreement other than as specifically stated herein.

FEES

3. In consideration for the use of the Property as provided for herein, Permittee shall pay to the District a security deposit of one thousand dollars (**\$1,000.00**) (the "Deposit") no later than **July 31, 2023, at 12pm**, which Deposit shall be used to reserve the dates and pay for any damages associated with the terms of this Permit should said damages not be repaired by Permittee.

The parties agree that the District can deduct the expense of repairing and/or replacing any property damage, claims and/or any other unpaid sums owed by Permittee under this Agreement from the Deposit with the balance returned to the Permittee within thirty (30) days of the last day of any repairs. Permittee shall forfeit all of the Deposit if the event is cancelled for a non-COVID reason in accordance with the schedule set forth in Paragraph 4 below. The District shall provide a detailed itemized list of all deductions from the Deposit to the Permittee.

As further consideration for the use of the Property, Permittee shall pay to the District a rental fee of seven thousand nine hundred and twelve dollars (**\$7,912**) (the "Rental Fee"). **Half fee payment of \$3,956 to be paid by July 31, 2023, at 12pm and the second half \$3,956 to be paid by September 29, 2023, at 12pm.** This is based on a special event rate of \$201 per day and set-up/clean-up rate of \$55 per day. This rental has: 12 event days (Oct. 20-31) for \$2,412; 70 set-up days (Aug. 11 – Oct. 19) for \$3,850; and 30 clean-up days (Nov. 1-30) for \$1,650. Electricity and water service (if desired) will be negotiated in addition to the above fees. If the event is cancelled for any non-COVID related reason the District will retain 100% of the rental fees. If the property is returned to the same condition as before the rental the deposit will be returned to the Permittee.

CHARGES BY PERMITTEE

4. Permittee shall have the right to charge members of the public an event fee in the areas designated for Permittee's exclusive use under this Permit. Permittee shall not charge any member of the public utilizing those portions of the Property for which Permittee is given non-exclusive use.

OBLIGATIONS OF DISTRICT

5. Provided Permittee has paid all fees required under this Agreement, complied with all of the requirements and is not in breach thereof, District understands and agrees to do the following:

a. District agrees to provide for the non-exclusive use of the Property, including the parking facilities, and exclusive use of those facilities specifically identified in the Application.

b. District shall furnish Permittee with electrical and water usage within the capacity of the District's facilities.

c. District shall ensure that at least one (1) staff member will be available within a thirty (30) minute response time to assist with park maintenance emergencies throughout the set-up and for the duration of the event.

d. District shall adjust all irrigation settings for the Property authorized for use by Permittee to accommodate the event.

e. District shall refer all participant inquiries for the Event to Permittee.

OBLIGATIONS OF PERMITTEE

6. Permittee understands and agrees to do the following:
 - a. Permittee shall attend a **pre-event inspection walk-through which will take place on Thursday, August 10, 2023, with the District's representatives and the post-event inspection walk-through that will take place on Friday, December 1, 2023, to determine pre and post event facility conditions and damage.**
 - b. Permittee agrees and understands that it shall reimburse the District for the repair of any area of the Property or its surrounding areas which is damaged or diminished in value by or related to operations or activities under this Permit and shall pay for the District to restore the area, to the condition existing immediately prior to the commencement of the Permittee's operations under this Permit, excepting normal wear and tear of turf areas. District shall provide an itemized list of any such damages or repairs resulting from the event, within five (5) days from the Event's final walk-through on Friday, December 1, 2023. Permittee will have the opportunity to make the necessary repairs outlined by the District in a time frame approved by the District.
 - c. Permittee shall provide District with a **proposed layout for the Event no later than July 31, 2023**, for review by the District. Any feedback on the layout for the Event shall be given no later than August 14, 2023. Permittee agrees to make any modifications and/or revisions to the layout for the Event if indicated by the District that such modification and/or revision is necessary for the safety of the public and/or District property. Any modifications to the layout after approval shall be submitted in writing and approved by District. Permittee shall remain responsible for the layout and ensure the safety of participants and/or attendees of the Event, the general public, District employees and property, and District shall not assume any such liability as a result of approving any layout. Permittee shall also provide District with an emergency notification list.
 - d. Permittee agrees and understands that it has the sole responsibility at all times to be knowledgeable about, fully understand, and to meet or exceed, at its own cost and expense, all local, state and federal codes, laws, policies, and regulations associated with the Event including but not limited to the provisions of the California Department of Alcoholic Beverage Control, Sacramento Metropolitan Fire District, Sacramento County Environmental Management Department, Sacramento County Sheriff's Department, and Sacramento County Health Officer. Permittee shall file copies of all permits (and records of subsequent inspections) with the District at least one (1) week prior to the Event (or within one (1) hour of on-site inspections during the Event).
 - e. Permittee agrees and understands that it shall bear any and all costs, fees, charges or expense of any and all permits, applications, operations and/or activities under or related to this Permit and the Event, and District shall not be liable and/or responsible for any cost, fee, charge or expense associated therewith.
 - f. Permittee shall be responsible for providing adequate security for property, vehicles, participants, workers, and equipment, which are participating in the Event during the

period of this Permit. Permittee's security arrangements and operations shall be coordinated and approved by District (plan must be submitted to District's representative one month prior to the Event). Permittee understands and agrees that District's approval of any security plan for the Event does not relieve Permittee from any and all liability therefore, and further does not transfer any liability resulting from the Event to District.

g. Permittee shall be responsible for furnishing sufficient personnel and equipment for traffic and crowd control and comply with any and all laws, rules and regulations that are applicable thereto.

h. Permittee shall provide, at its own expense, portable restrooms, medical, first aid facilities and personnel, and potable water, as are deemed necessary by the County of Sacramento Environmental Health Department, the Sacramento Metro Fire District, and the District to accommodate the expected number of people. Permittee shall comply with all laws, rules and regulations governing the number and types of facilities, and any and all other rules and regulations required to address the above needs. Permittee shall file Material Data Safety Sheets (MSDS) for all cleaning agents requiring specifications with the District at least one (1) month prior to the event. The plan to accommodate this section shall be submitted to the District for approval no later than **July 31, 2023**. Permittee agrees to provide the necessary number of portable restrooms as specified by the County of Sacramento Environmental Management Department. Permittee shall provide for stocking and cleaning of each portable restroom on an hourly basis during the event and pumping of portable restrooms that meets the County of Sacramento Environmental Management Department requirements and any other laws, rules and/or regulations.

i. Permittee shall ensure that all designated fire access and gates remain clear and accessible throughout the Event and use of the Property by Permittee.

j. Permittee understands and agrees that all costs, fees, charges and expenses related to or incurred as a result of the use of the Property by the Permittee, its exhibitors, concessionaires, invitees and/or officials; and, any and all costs, fees, charges and expenses related to or incurred for emergency services as a result of the Event which are provided by District, the County of Sacramento or other public safety agencies; and, all costs, fees, charges and expenses related to or incurred as a result of the exercise of District's right and commitment to construct, maintain and remove temporary facilities shall be borne solely by the Permittee.

k. Permittee shall pay, and hold District and its property free and harmless from, any and all of the following: (a) charges and fees for the furnishing of utilities (existing electricity excepted) to the Event during the term of this Agreement; (b) all sales and use taxes levied on transactions at the Event; (c) all taxes, assessments and other charges, if any, levied or imposed by any governmental entity on any personal property placed by Permittee in, on or about the Property; and (d) all real property taxes, assessments and standby charges, if any, levied or assessed against the Property by a governmental entity as a result of Permittee's use and occupation of the Property and/or any taxable possessory interest created by this Agreement. All such fees, charges, taxes, and assessments shall be paid as they become due and payable, but in any event before they become delinquent.

1. Permittee, at its sole cost and expense, shall maintain the Property in good, safe, clean, attractive and sanitary condition and repair, and shall repair all damage resulting from use of the Property (excepting normal wear and tear of turf areas) by Permittee or Permittee's employees, agents, contractors, concessionaires, guests or invitees.

m. Permittee acknowledges receipt of a copy of the District's Park Ordinance which specifies the rules and regulations governing use of District Property and facilities. Permittee agrees to comply with the District's Ordinance concerning the activities permitted to be undertaken on District Property and the use thereof as specified in the District's Park Use Ordinance.

n. Permittee agrees that it shall not use the Property in any manner that will constitute a waste, nuisance, or unreasonable annoyance provided that it is mutually understood and agreed that the use for the Event as described in this Agreement and for other uses consistent with such activity will in no event be deemed by the District to violate this prohibition against nuisance and/or unreasonable annoyance.

INDEMNIFICATION

7. This Agreement is made upon the express condition that the District is to be free from any and all liability and claims for damage by reason of any injury to any person or persons, including Permittee, its agents, employees, concessionaires, exhibitors, invitees and/or officials, or by reason of any injury to property of any kind whatsoever, and to whomever belonging, including Permittee, its agents, concessionaires, exhibitors, officials, invitees and employees, from any cause or causes whatsoever, in, upon or in any way connected with the Property or any use hereunder.

Permittee shall and hereby agrees to defend and indemnify District and save District, its board of directors, officers, employees and agents harmless from and against all claims, liability, losses, damages, expenses, causes of action, suits or judgments, together with any and all costs or expenses connected with the investigation or defense thereof, including legal fees, by reason of or resulting from: (a) the use, operation, condition, or management of the Property, the Event and/or any temporary structures constructed on the Property; (b) the performance of, or failure to perform any obligations of this Agreement by Permittee, or any concessionaire, exhibitor, official, agent or employee of Permittee; (c) any alleged negligent act or omission of Permittee, or Permittee's employees, concessionaires, exhibitors, officials, invitees, agents, or contractors in connection with any acts performed or required to be performed by Permittee pursuant to this Agreement; and (d) the construction or installation of any temporary structures on the Property. This indemnification shall not apply to the extent that any claim is adjudicated as arising from the sole negligence or willful misconduct of District, its officers, directors, agents, or employees.

It is understood and agreed that the indemnification obligations created by this Agreement shall survive the termination of the Agreement.

INSURANCE

8. Permittee shall carry and maintain during the life of this Agreement such public liability, property damage, and contractual liability insurance, as well as fire and Worker's Compensation insurance as specified below:

a. Public liability, property damage and contractual liability insurance. Permittee agrees that it shall, at all times during the term of this Agreement, furnish public liability and property damage insurance which includes, but is not limited to, personal injury, property damage, losses relating to independent contractors, products and equipment, explosion, collapse and underground hazards in the minimum amount of not less than \$1,000,000.00 for personal injuries as a result of any one occurrence on account of liability and a limit of not less than \$500,000.00 for property damage.

The public liability and property damage insurance furnished by Permittee shall also name the District as an additional insured and shall directly protect, as well as provide for the defense of the District, its officers, agents and employees, as well as Permittee, and Permittee's subcontractors, suppliers, agents, invitees, concessionaires, exhibitors, officials and employees, from all suits, actions, damages, losses or claims of every type or description to which they may be subjected by reason of, or resulting from Permittee's operations on the Property pursuant to this Agreement and all insurance policies shall so state. Said insurance shall also specifically cover the contractual liability of Permittee. Said insurance shall also specify that it acts as primary insurance. Said insurance shall also insure performance by Permittee of the indemnity provisions of this Agreement.

Permittee further agrees that it will, at all times during the term of this Agreement, at its own cost and expense, obtain and keep in full force and effect naming both Permittee and District as insureds thereunder, fire, windstorm and extended coverage insurance in an amount equal to the actual replacement cost of all of Permittee's personal property and equipment utilized by Permittee in utilizing the Property pursuant to this Agreement.

b. Worker's Compensation Insurance: Permittee shall carry full worker's compensation insurance coverage for all persons employed, either directly or through contractors, in utilizing the Property as contemplated by this Agreement, in accordance with the Worker's Compensation Act contained in the Labor Code of the State of California.

By execution of this Agreement, Permittee certifies as follows:

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of that Code. I will comply with such provisions before commencing the performance of the work of this contract.

As part of the execution of this Agreement, Permittee agrees to furnish to the District a certified copy of the insurance policies that it has taken out for public liability,

property damage and worker's compensation insurance set forth above for the period covered by this Agreement, or a certificate of such insurance. All insurance is to be placed with insurers with a current A.M. Best rating A:VII or better unless otherwise accepted in writing by District. Said certified policies of insurance or said certificates of insurance shall be furnished to the District prior to commencing the services contemplated by this Agreement. Each such certified policy or certificate of insurance shall bear an endorsement precluding the cancellation or reduction in coverage of any such policy before the expiration of thirty (30) days after the District shall have received written notification of such a cancellation or reduction.

Should Permittee fail to obtain and keep in force the insurance coverage hereinabove required, the District shall have the right to cancel and terminate this Agreement forthwith and without regard to any other provisions of this Agreement.

ASSIGNMENT OF AGREEMENT

9. Permittee shall have no right, authority or power to assign, sell or transfer this Agreement, or any right or privilege arising under this Agreement. Permittee agrees that it shall have no right, authority or power to allow or permit any other person or party to have any interest in or use any portion of the District's facilities and/or the Property. However, Permittee may allow concessionaires to enter upon the Property for the performance of functions and services within the scope of the uses allowed to Permittee under the provisions of this Permit. To avoid uncontrolled vending of merchandise during the period of this Permit, only those tenants having an agreement with the District, and concessionaires, exhibitors and salespersons having written agreements with Permittee, shall be allowed to sell to the public on the Property.

DEFAULT

10. The occurrence of any of the following events, may, at District's election, constitute a default by Permittee under the terms of this Agreement:

a. Failure to abide by any and all laws, rules and regulations of the District, County of Sacramento, Sacramento Metropolitan Fire District, and/or any other regulatory agencies regarding the use and operation of the Property and other District facilities,

b. The issuance of an injunction by any court of competent jurisdiction restraining the use of the site for any of the purposes for which Permittee or the District is authorized;

c. The filing by Permittee of a voluntary petition in bankruptcy or institution of proceedings in bankruptcy against Permittee and/or the adjudication of Permittee as being bankrupt pursuant to such bankruptcy proceedings;

d. The appointment of a receiver of Permittee's assets, which results in a liquidation of Permittee's business;

e. The general assignment of this Permit by Permittee for the benefit of creditors;

f. Failure to perform any provision of this Agreement, including the failure to maintain the insurance required by the terms of this Agreement.

In the event of any such default, the District shall have the following rights and remedies, in addition to any rights and remedies now or hereafter provided by law. All such remedies are cumulative and may be exercised concurrently or separately.

Upon default by Permittee, the District can terminate the right of Permittee to possession of its facilities at any time. Upon termination, Permittee shall immediately surrender and vacate District facilities occupied by it. The District may immediately reenter and take possession of the Property. Termination of the Agreement under this paragraph shall not relieve Permittee from its obligations to indemnify the District as set forth above.

HAZARDOUS SUBSTANCES

11. Permittee shall not place and/or utilize any hazardous substances on the Property unless authorized to do so by the District. Pursuant to Health and Safety Code section 25359.7, Permittee shall notify District in writing within a reasonable time of any material release of hazardous substances and of any hazardous substances that have come to be located on or beneath the site.

12. Prior to the expiration of this Permit, Permittee shall at its sole expense remove all items of personal property, including but not limited to all flammable and hazardous materials and wastes as defined by state or federal law at the time of expiration of the Permit.

13. Permittee shall make available for inspection to the District all records relating to the maintenance, release, mitigation, and cleanup of any hazardous substances on the leased premises.

14. Permittee shall comply with all federal, state, and local laws and regulations relating to hazardous materials and wastes and shall timely comply with the orders of any governmental agencies relating thereto.

15. District, and its authorized employees, officers and agents, and local law enforcement personnel shall have the right to enter the property at any time to inspect the premises.

CANCELLATION BY PERMITTEE

16. Permittee may cancel this Permit and terminate all of its obligations at any time subsequent to the commencement of the term upon the breach of District of, or its failure to perform, any of the covenants or agreements contained in this Permit and the failure of District to remedy any breach for a period of five (5) days after receipt of written notice from Permittee of the existence of such breach. District shall not be considered to be in breach of this Agreement during any period of major construction activity on the Property site taking more than fifteen (15) days to complete, if District can institute temporary measures to lessen the effect of such construction on the Permittee.

INCLEMENT WEATHER POLICY

17. The District reserves the right to cancel or suspend outdoor facility use due to current or forecasted weather or environmental concerns that pose a threat to the safety of Event participants or the grounds of the facility. The District Administrator or designated representative shall have the authority to close any park grounds. Certain park areas and facilities can withstand adverse weather better than others. A common sense approach will be taken, depending upon the rental area and the specific weather conditions. In matters of weather/environmental concerns, the Permittee and a District representative will discuss to clarify if the rental can be held in a safe manner, with the District having the final decision. As of 2022, if the District receives a total of 1.5 inches of rain in a 24-hour period, it will close certain outdoor park rentals to prevent damage to grounds. The District allows 48 hours of drying time to reopen most grounds. Athletic fields often require additional drying time.

NOTICE

18. Service of Notice.

Any notice to or demand upon Permittee or District required or permitted to be made under the provisions of this Agreement or any provisions of law, shall be given or made by registered mail, postage prepaid and addressed as follows until changed:

Orangevale Recreation and Park District
6826 Hazel Avenue
Orangevale, CA 95662

Frank Babcock
Terror in the Night Productions
11241 Coloma Rd. Suite A2
Gold River, CA 95670
(916) 223-9080
frankieb@terrorinthenighthalloweenproductions.com

NEGATION OF PARTNERSHIP

19. Permittee shall not become or be deemed a partner or in joint venture with District by reason of the provisions of this Agreement.

WAIVER

20. The failure or omission by District to terminate this Agreement for any violation of its terms, conditions or agreement shall in no way bar, stop or prevent District from terminating this Agreement therefore, either for such, or for any subsequent violation of any such term, condition, or covenant. The acceptance of any fees hereunder shall not be, or be construed to be, a waiver of any breach of any term, covenant, or condition of this Agreement.

MISCELLANEOUS PROVISIONS

21. In the event of any litigation between the parties hereto arising out of this Agreement or in connection with the Property used by Permittee pursuant to the terms of this Agreement, the prevailing party shall be entitled to recover a reasonable sum and as for attorney fees, which shall be added to and become a part of any judgment therein.

22. This instrument contains all the agreements and covenants made between the parties to this Agreement and may not be modified orally or in any other manner than by agreement in writing signed by all the parties to this Agreement or their respective successors or assigns. Any such amendment or modification shall be attached to this Agreement.

23. This Agreement shall be governed by the laws of the State of California. This Agreement constitutes the entire agreement between the parties regarding its subject matter. If any provision in this Agreement is held by any court to be invalid, void, or unenforceable, the remaining provisions shall nevertheless continue in full force and effect.

24. This Agreement shall inure to the benefit of and bind any and all successors and assigns of the parties.

25. Both parties represent, covenant, and warrant that they have full authority to enter into and execute this Agreement

IN WITNESS WHEREOF, Orangevale Recreation and Park District has caused this Agreement to be executed on its behalf by the chairperson and clerk of its board of directors, and the Permittee has caused this Agreement to be executed on its behalf by its president the day and year first above written.

**ORANGEVALE RECREATION AND
PARK DISTRICT**

TERROR IN THE NIGHT PRODUCTIONS

By _____
Barry Ross, District Administrator

By _____
Frank Babcock

RECEIVED

FEB 22 2023

Orangevale Recreation & Park District

6826 Hazel Avenue Orangevale, CA 95662

Phone (916) 988-4373 * Fax (916) 988-3496 * info@ovparks.com

District Use Only

Permit #: _____

Appl. Date: _____



SPECIAL EVENT RENTAL APPLICATION & AGREEMENT

Please fill out this form completely and submit with payment to the Orangevale Recreation & Park District office. Applications must be received no less than two weeks prior to your event and no more than one year in advance. It is understood that this application is only a request for facility use. Submitting this application in no way indicates approval for use of District facilities.

RENTAL CUSTOMER

Name of Applicant: Frank Babcock

Address: 11241 Coloma Rd. suite A2 City/State/Zip: Gold River, CA 95670

Phone #: 916-223-9080 Email: frankieb@terrorinthenighthalloweenproductions.com

Sponsoring Organization/Company: Terror in the Night Halloween Productions

Authorized Organization Representative: Frank Babcock

To reserve on behalf of a company or organization, you must provide the District with a signed letter of authorization on official letterhead, granting you the right to act on the group's behalf.

Type of Organization: Non Profit Private Corporation Other _____

If your organization is a non-profit group, please enter non-profit [501 (c) 3] ID #: _____

Organization Web Site: Cemeteryhauntedhouse.com Organization Email: Cemeteryhaunt@terrorinthenighthalloweenproductions.com

Name of Event Organizer (if different from applicant): _____

Alternate Contact Name: John Cortijo Phone: 916-757-4241 Email: _____

FACILITY REQUESTED

- Orangevale Community Center - 6826 Hazel Avenue
- Field Area
- Orangevale Community Park - 7301 Filbert Avenue
 - Disc Golf Course
 - Pavilion & Stage Area
 - Horse Arena
 - Oak & Filbert Area
 - Stone Amphitheater

Other Facility: _____

EVENT INFORMATION

Event Name: Cemetery Haunted House

Event Date(s): Oct 20th - 22nd / 25th - 31st Day(s) of week: M T W Th F Sat Sun

Event Time(s): Must include an adequate amount of time for set up and clean up of the facility.

Set up time	Event time	Clean up time
From: <u>Aug 11th</u> <input type="checkbox"/> am <input type="checkbox"/> pm	From: <u>Oct 20th</u> <input type="checkbox"/> am <input type="checkbox"/> pm	From: <u>Nov 1st</u> <input type="checkbox"/> am <input type="checkbox"/> pm
To: <u>Oct 19th</u> <input type="checkbox"/> am <input type="checkbox"/> pm	To: <u>Oct 31st</u> <input type="checkbox"/> am <input type="checkbox"/> pm	To: <u>Nov 30th</u> <input type="checkbox"/> am <input type="checkbox"/> pm

Type of Event: Concert Festival Celebration Run/Walk Other Haunted House Attraction

Purpose of Event: To bring a Public Halloween event to Orangevale

Overall Estimated Attendance: 7,000 - 10,000 Daily _____ Adults _____ Children _____

Has this event been produced before? Yes No If yes, previous attendance: 7,000

If yes, list previous name, date and location of event: O.V. Community Center

EVENT INFORMATION cont'd

Description of Event - Provide a detailed description of your event (i.e. list activities, entertainment, and vendors, special equipment and structures, etc. You may attach additional pages or materials as needed.

Cemetaryium Haunted House, Psycho Circus and Zombie Heights are hand built attractions. We employ locals for acting, makeup artists and build crew. Our attractions are open to the public for entertainment and so our customers can get scared in a safe place. We hire an outside organization called "Soc Cirque" to participate in the entertainment activities. In addition, we bring in outside food vendors.

How does the community of Orangevale benefit from this event?

Orangevale will benefit from our event by providing Halloween entertainment that most ages can enjoy.

Most of our crew that we hire are locals.

Is this a Public or Private event? Public Private Other

If public, please give name, phone number and website for public event information: Cemetaryium Haunted House
916-670-9662 cemetaryiumhauntedhouse.com

Will a charge, fee, or donation be collected for this event? Yes No

If yes, for what purpose will the proceeds be used? Financial Gain Charity Fundraiser Cost of Event

Please list the type (i.e., admission, food charge) and amount of charge: tickets to be sold online and at the event - cost TBD

Will there be religious, political, or union activities? Yes No

Will food be served at the event? Yes No

If yes, and you are using a caterer, please list caterer's name and phone # Vendors TBD

Will alcohol be served or sold at your event? Yes No

If yes, please list the timeframe alcohol will be served

Will you be bringing any apparatus, equipment, or additional tables and chairs to your event? Yes No

If yes, please list Trailers

At your event, will there be a Live Band Recorded Music Public Address DJ

SUPPLEMENTAL SPECIAL USE APPLICATION

A Supplemental Special Use Application will be required if your event plans to have any of the following: a) over 200 participants, b) amplified music, c) alcohol sales, d) food sales, or e) participant entry fee. Complete this application, attach any necessary supplemental information and submit to the District Office located in the Orangevale Community Center at 6826 Hazel Avenue, Orangevale CA 95662. Application must be submitted at least twelve (12) weeks in advance of the date requested. Submission of this application does not constitute approval of use, and no advertising of the event should occur until written approval is obtained.

EVENT NAME: Cemetaryum Haunted House

Set-Up – List below the days/dates needed to set up the event.

Day 1: Day of Week Friday Date Aug 11th Start Time 9 AM End Time _____
 Day 2: Day of Week Thursday Date Oct 19th Start Time 7 PM End Time _____

Event Dates – List below the days/dates of the event.

Day 1: Day of Week Friday Date Oct 20th Start Time 7 PM End Time 12 PM
 Day 2: Day of Week _____ Date _____ Start Time _____ End Time _____
 Day 3: Day of Week _____ Date _____ Start Time _____ End Time _____
 Day 4: Day of Week Tuesday Date Oct 31st Start Time 7 PM End Time 12 PM

Tear-Down Dates – List below the days/dates needed to tear-down the event.

Day 1: Day of Week Wednesday Date Nov 1st Start Time 9 AM End Time _____
 Day 2: Day of Week Thursday Date Nov 30th Start Time 7 PM End Time _____

EVENT SITE PLAN/MAP

Attach a detailed site plan/map of the event layout including locations of vendors, equipment, activities, parking, etc. The site plan should be submitted on 8 1/2" x 11" or 8 1/2" x 14" white paper. Please indicate a directional sign showing north. Include a key if you use symbols denoting event areas.

EVENT ACTIVITY PLAN

Check all activities that apply and items used in conjunction with those activities that will be at your event. Please mark the location of these activities and items on your Site Plan/Map.

Entertainment

- Amplified Music – Live Hours – Start _____ End _____
- Amplified Music – Recorded Hours – Start 7 PM End midnight
- Carnival Booths/Rides Hours – Start _____ End _____
- Other _____ Hours – Start _____ End _____

Sporting Activities

- Type _____ Hours – Start _____ End _____
- Type _____ Hours – Start _____ End _____

Vendors

- Food & Non Alcoholic Beverages.....County of Sacramento Environmental Health permit
- Merchandise.....Must follow local & state laws
- Alcoholic Beverages.....Requires ABC & District permit and security

Equipment

Use of tents, temporary structures, staging, portable seating, fencing, portable generators subject to Sacramento Metro Fire District inspection & permit.

- Stage(s) Dance Floor(s) Portable Seating
- Fencing Tents & Canopies Portable Hand Wash Station
- Electrical Generators Portable Restrooms Other _____
- Animals on event grounds – Petting zoo, pony rides, horses, etc Explain: _____
- Vehicles on event grounds – car show, etc Explain: _____
- I request overnight camping. Explain: Travel Trailer
- Public Address, Microphone, Loud Speaker(s) _____
- I request access to an Orangevale Recreation & Park District water source
- I request access to an Orangevale Recreation & Park District electric source

SUPPLEMENTAL SPECIAL USE APPLICATION - Cont'd

ALCOHOL MANAGEMENT PLAN

If your event is serving OR selling alcohol, please describe your plan for managing alcohol at your event on a separate sheet and attach to this application. Include in your description your sales plan (cash, tickets), method of serving, who will serve the alcohol (professionals, volunteers), number of service locations, how ID's will be checked, how you will monitor under-age drinking, and if you have an alcohol sponsor(s).

PARKING & TRAFFIC MANAGEMENT PLAN

Please describe your plan for parking and traffic control for your event. Your traffic plan may need review by the Sacramento County Sheriff's Department and/or the California Highway Patrol. Please indicate parking locations and traffic flow control on your site plan.

SANITATION, WASTE & UTILITY PLAN

You are responsible for properly disposing of all waste and garbage throughout the term of your event. Immediately upon conclusion of the event, the area must be returned to a clean condition. Please describe your plan for waste collection and removal. You are required to provide restroom accommodations for event attendees. Depending on the size and location of your event, you may need to rent portable restrooms. You may also be required to provide hand washing stations. Please describe your plan for providing these items.

STAFFING PLAN

Please describe your plan for staffing your event. Include in your description the number and type of staff at your event.

EMERGENCY AND SAFETY PLAN

Please describe your plan for handling emergencies at your event. Include in your description provision for security guards, on-site medical treatment (first aid station or ambulance), and evacuation plan in an emergency. Also include your plan for addressing accessibility to your event for persons with disabilities.

EVENT MARKETING PLAN

Please ensure that you have event approval before you begin to market, advertise or promote your event. Please describe your plan for marketing your event, once you have approval. Please include radio, television, and other media you will be utilizing and if you plan on placing signs or banners on District property.

NOTIFICATION PLAN

An event can change the normal flow of residential and business activity potentially causing a negative impact to the surrounding community. As the event organizer, you are responsible for providing notification of the Event and any possible disruption of traffic which could occur in the surrounding neighborhood to all necessary regulatory agencies, businesses and residences within four (4) blocks of the Event at least one (1) month prior to the Event. Such notification shall be by mail or personal delivery and provide District with written proof that such notifications have been made. Please describe your plan for handling notification.

RECEIPT OF DISTRICT REQUIREMENTS AND FACILITY USE AGREEMENT

The Applicant is responsible for requesting and reviewing the Special Use/Special Event Policies & Procedures and Insurance Requirements prior to submitting their rental request.

Initial to acknowledge you have read and agree to each section of the Facility Use Agreement:

ZB

INDEMNIFICATION:

The undersigned (hereinafter referred to as "Applicant") shall indemnify, defend, and hold harmless Orangevale Recreation & Park District (hereinafter referred to as the "District") its officers, employees, and agents from any and all losses, costs, expenses, claims, liabilities, actions, or damages, including liability for injuries to any person or persons or damage to property arising at any time out of or in any way related to the Applicant's use or occupancy of a facility or property controlled by the District, unless solely caused by the gross negligence or willful misconduct of the District, its officers, employees, or agents.

RECEIPT OF DISTRICT REQUIREMENTS AND FACILITY USE AGREEMENT (CONT.)

ZB INSURANCE REQUIREMENTS:

General liability insurance: The **Applicant** shall procure and maintain, for the duration of the use period contemplated herein, commercial general liability insurance with coverage at least as broad as Insurance Services Office Form CG 00 01, in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted. If alcohol is sold during the permitted activity, coverage must include full liquor liability.

Such insurance shall name **District**, its officers, employees, agents, and volunteers as additional insureds prior to the use of the facility. The **Applicant** shall file certificates of such insurance with the **District**, which shall be endorsed to provide thirty (30) days' notice to the **District** of cancellation or any change of coverage or limits. If a copy of the insurance certificate is not on file prior to the event, the **District** may deny access to the facility.

All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VII (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the **District's** self-insurance pool.

Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If the **Applicant** maintains higher limits than the minimums shown above, the **District** requires and shall be entitled to coverage for the higher limits maintained by the **Applicant**. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to **District**.

ZB COMPLIANCE WITH ALL APPLICABLE LAW, RULES, & REGULATIONS:

Applicant shall comply with all local, state, and federal laws and regulations related to the use of the facility and public gatherings. The **Applicant** agrees to abide by all applicable local, federal, and state accessibility standards and regulations. The **Applicant** further agrees that it is solely responsible for reviewing and ensuring compliance with all applicable public health rules, regulations, orders, and/or guidance in effect at the time of the use of the facility including, but not limited to, physical distancing, limits on the size of gatherings, use of appropriate sanitation practices, etc. The **District** reserves the right to immediately revoke **Applicant's** right to use of the facility under this agreement should **Applicant** fail to comply with any provision of this section.

ZB FORCE MAJEURE:

Notwithstanding anything to the contrary contained in this agreement, the **District** shall be excused from its obligations under this agreement to the extent and whenever it shall be prevented from the performance of such obligations by any Force Majeure Event. For purposes of this agreement, a "Force Majeure Event" includes but is not limited to fires, floods, earthquakes, pandemic, epidemic, civil disturbances, acts of terrorism, regulation of any public authority, and other causes beyond their control. The **Applicant** waives any right of recovery against the **District** and the **Applicant** shall not charge results of "acts of God" to the **District**, its officers, employees, or agents.

By signing below you acknowledge you have read and fully understand this agreement as well the Rental Policies & Procedures and agree to follow all District requirements as stated within.

APPLICANT PRINTED NAME: Frank Babcock

APPLICANT SIGNATURE: [Signature] DATE: 2-22-23

District Use Only	PERMIT #: _____
REVIEWED/APPROVED BY OVPARKS REPRESENTATIVE: _____	DATE: _____

STAFF REPORT



DATE: 3-16-23

TO: Board of Directors

FROM: Barry Ross, District Administrator

SUBJECT: Recommendation to increase the administration fee for registrations from \$2 to \$3 per enrollment.

PURPOSE

Increase the administration fee for registrations from \$2 to \$3 per enrollment to help generate additional revenue to offset increased operating costs.

BACKGROUND

The District began charging an administration fee for registrations in 2018. In fiscal year 2021-22 this administration fee generated \$8,624. Inflation has increased our operating costs significantly since 2018, and this is an avenue to allow us to generate approximately \$4,500 in new revenue annually. This increase was discussed at the Finance Committee meeting on February 24, 2023, and supported by Committee.

RECOMMENDATION

I move we approve the recommended increase to the administration fee for registrations from \$2 to \$3 per enrollment.

STAFF REPORT



DATE: 3-16-23

TO: Board of Directors

FROM: Barry Ross, District Administrator

SUBJECT: Recommendation to increase seven position categories of the full-time salary scale by 5% following a recent salary survey of like-size agencies in Sacramento County.

PURPOSE

To increase seven position categories of the full-time salary scale by 5% following a recent salary survey of like-size agencies in Sacramento County in effort to make District salaries more competitive.

BACKGROUND

In 2021 most of the positions on our full-time salary scale were below the 25th percentile among five other like-size agencies within Sacramento County. At that time, we increased one position category by 1.5% and another by 3% to bring them closer to the 25th percentile. The recreation & park districts we include in this survey are: North Highlands, Fulton El Camino, Mission Oaks, Fair Oaks, and Carmichael.

Our goal is to have the District salary scale near the average (50th percentile) among these like-size agencies. In the two years since our last survey, our full-time wages have fallen further behind the 25th percentile. Seven of our nine full-time position categories are at least 4.46% below the 25th percentile, and two of the position categories are 2.4% and 4.33% above. At the Finance Committee meeting on February 24, 2023, the Committee supported a salary scale increase of 5% for those seven identified position categories in effort to bring staff salaries up to the 25th percentile. Committee Chair Stickney recommended this increase take effect in July with the new fiscal year but wishes for full Board input. The fiscal impact is \$69,617 annually and \$5,801 monthly.

RECOMMENDATION

I move we approve the recommended increase to seven position categories of the full-time salary scale by 5% following a recent salary survey of like-size agencies in Sacramento County in effort to make our salaries more competitive.

**ORANGEVALE RECREATION AND PARK DISTRICT
SALARY RANGE FULL TIME EMPLOYEES
2022/2023 Salary Range**

Feb 2023 5% Salary Scale for 5 Categories

JOB TITLE	LONGEVITY											
	10 Yrs 5%	15 Yrs 5%	20 Yrs 5%	7	8	9	6	5	4	3	2	1
CAT POSITION												
1 District Administrator	10,762	11,300	11,865	10,249	10,761	11,275	9,761	9,296	8,854	8,432	8,030	8,030
2 Finance/HR, Park, Rec Superintendent	129,138	135,595	142,375	122,989	117,132	111,554	117,132	111,554	106,242	101,183	96,365	96,365
3 Finance/HR Manager, Recreation Manager	8,421	8,843	9,285	8,020	7,639	7,275	7,639	7,275	6,928	6,598	6,284	6,284
4 Recreation Supervisor II	101,058	106,111	111,416	96,246	91,663	87,298	91,663	87,298	83,141	79,182	75,411	75,411
5 Admin Services Supervisor I, Recreation Supervisor I	7,228	7,590	7,969	6,884	6,556	6,244	6,556	6,244	5,947	5,664	5,394	5,394
6 Maintenance Worker Foreman	86,739	91,076	95,630	82,609	78,675	74,929	78,675	74,929	71,361	67,963	64,726	64,726
7 Recreation Coordinator, Maintenance Worker III	6,761	7,099	7,454	6,439	6,133	5,841	6,133	5,841	5,562	5,298	5,045	5,045
8 Admin Services Clerk I, Building Cust/Host I, Maint Worker I	81,133	85,190	89,450	77,270	73,590	70,086	73,590	70,086	66,749	63,570	60,543	60,543
9 Admin Services Clerk II, Building Cust/Host II, Maint Worker II	6,437	6,759	7,097	6,131	5,839	5,561	5,839	5,561	5,296	5,044	4,804	4,804
	77,250	81,112	85,168	73,571	70,068	66,731	70,068	66,731	63,554	60,527	57,645	57,645
	6,127	6,433	6,755	5,835	5,557	5,293	5,557	5,293	5,041	4,801	4,572	4,572
	73,523	77,199	81,059	70,022	66,688	63,512	66,688	63,512	60,488	57,607	54,864	54,864
	5,141	5,398	5,668	4,896	4,663	4,441	4,663	4,441	4,229	4,028	3,836	3,836
	61,687	64,772	68,010	58,750	55,952	53,288	55,952	53,288	50,750	48,334	46,032	46,032
	4,926	5,173	5,431	4,692	4,468	4,255	4,468	4,255	4,053	3,860	3,676	3,676
	59,115	62,071	65,174	56,300	53,619	51,066	53,619	51,066	48,634	46,318	44,113	44,113
	4,299	4,514	4,739	4,094	3,899	3,713	3,899	3,713	3,537	3,368	3,208	3,208
	51,584	54,164	56,872	49,128	46,788	44,560	46,788	44,560	42,439	40,418	38,493	38,493

Tentative Timeline for Pool Renovation

Rev. 3-10-23

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.
Sept-Oct '22 Oct-Nov '22 Nov-Dec '22 Dec '22-Jan '23 Feb- Mar-Apr '23	Advertise and solicit bids	ADG	
Oct-Nov '22 Nov-Dec '22 Jan-Feb '23 Mar- Apr-May '23	Bid and Award Contract	OVparks and ADG	
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.
- ADG will provide us with updated cost projections during both the Schematic Design Phase and the Construction Document Phase.

**Tentative Timeline for Driveway & Trail Project
at Community Center Park**

Rev. 3-10-23

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 Documents	OVparks	Completed 11/22/22
Sept '22	Preliminary Construction Documents	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	Submit project to County for approval. Lengthy application process.	OVparks and MTW Group	County takes up to 6 weeks to review
Nov '22 Nov-Dec '22; Jan '23 Feb-Mar '23; Apr-May '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	Bid and Award Contract	OVparks and MTW Group	
Jan-Feb '23; Feb-Mar '23 Apr-May '23; May-Jun '23 June-Aug '23	Construction Begins	MTW Group and Contractor	
Mar-Apr '23 June-July '23 July-Aug '23; July-Sept '23	Project is complete	MTW Group and Contractor	
July-Dec '23 Aug-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.