

ORANGEVALE RECREATION & PARK DISTRICT

Minutes of Meeting of Board of Directors June 10, 2021

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on June 10, 2021 at the District Office. Director Stickney called the meeting to order at 6:32 p.m.

Directors present: Stickney, Meraz, Montes,
Directors absent: Brunberg, Swenson
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
Nadia Khkhokhar Roberts, Recreation Coordinator

3. **PLEDGE OF ALLEGIANCE** The Pledge of Allegiance was conducted.

4. **APPROVAL OF AGENDA**
MOTION #1 On a motion by Director Montes, seconded by Director Meraz, the agenda was approved by a vote of 3-0-0 with Directors Stickney, Meraz, and Montes voting Aye. There were no Nays or Abstentions. Directors Swenson and Brunberg were absent.

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

6. **MINUTES**
MOTION #2
 - a) Approval of Minutes of May 13, 2021 (pg 1-11): On a motion by Director Montes seconded by Director Stickney, the minutes were approved by a vote of 3-0-0 with Directors Stickney, Meraz, & Montes voting Aye. There were no Nays or Abstentions. Directors Swenson and Brunberg were absent.

7. **CORRESPONDENCE**
 - a) Ad in the Orangevale View promoting summer programs (pg 12): Admin Ross commented that the ad in the Orangevale View covering many summer programs seems to be effective. The recreation programming enrollment is doing quite well.

 - b) Email from Judy Pisciotta of AARP thanking staff for the support in allowing AARP to help seniors with their taxes during this challenging time of Covid-19 (pg 13): Admin Ross shared an email received from Judy Pisciotti of AARP extending appreciation to the OVparks staff. Melyssa Woodford, Christina Kelley, and Kathy Harling were instrumental in coordinating the

scheduling of the AARP tax appointments which were conducted with Covid guidelines in place.

**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 3-0-0 with Directors Stickney, Meraz and Montes, voting Aye. There were no Nays or Abstentions. Directors Swenson and Brunberg were absent.

**8.1. CONSENT
MATTERS
GENERAL FUND**

- a) Ratification of Claims for May 2021 (pg 14)
b) Budget Status Report for February 2021 (pg 15-17)
c) Revenue Report for February 2021 (pg 18)

**8.2. OLLAD
CONSENT
MATTERS**

- a) Ratification of Claims for February 2021 (pg 19-20)
b) Budget Status Report for February 2021 (pg 21-22)

**8.3. KENNETH GROVE
CONSENT
MATTERS**

- a) Ratification of Claims for February 2021 (pg 23)
b) Budget Status Report for February 2021 (pg 24)

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

- a) Ratification of Claims for May 2021 (pg 25):
This item has been tabled for the July Board of Directors Meeting.

**10. STANDING
COMMITTEE
REPORTS**

- a) Administration and Finance: No report.
- b) Maintenance and Operation: Recap of the June 8, 2021 meeting (verbal): The meeting was attended by Directors Stickney and Swenson, Admin Ross, Park Supt. Oropeza and Recreation Supervisor Bain. Admin Ross advised of topics discussed. Landscaping crew will begin planning for necessary tree removal and replacement at the Community Center Park, near the pool and baseball field, due to root systems impacting concrete or encroaching in other areas. Approximately ten to twenty trees will need to be removed. Admin Ross and Supt. Oropeza will present a plan for tree removal and replacement for approval at the August or September Board of Directors Meeting. Concrete work has been completed at the Orangevale Community Center with concrete work beginning as soon as July at the Orangevale Community Park. Director Stickney mentioned need to allocate funding to next year's budget to continue concrete repairs. Water conservation was discussed with emphasis of cognizance to areas where reductions could be made. Director Stickney suggested reduction of turf areas and converting the overflow parking for the Shady Oaks Disc Golf to road base gravel. Discussed importance of regularly auditing the irrigation system to detect leaks as well as

timely response to community tips of irrigation issues to reduce water waste. Admin Ross advised SMUD recently removed approximately two hundred and fifteen trees necessary for fire prevention measures at the Sundance Natural Trail area. SMUD had taken into consideration input received from Admin Ross and Supt. Oropeza emphasizing need to save as many trees as possible. A request has been made to SMUD and the Sacramento Tree Foundation to provide a list of potential trees and shrubs which would be appropriate for planting within the Sundance and Streng areas. The committee is in agreement that the swimming pool repairs are a top priority for the District. A quote has been acquired for a new shell by Renosys to be placed within the pool. Additional quotes will be obtained for repairing the joint where leak is occurring, and for replastering the pool. The goal is to have a bid packet put together this summer, a contractor selected and ready to begin this fall and have the pool ready to open by March 2022. Director Stickney emphasized the top priority is to repair where the leak is occurring. OLLAD funding is available for this repair, with in-lieu fees and reserves if necessary. Roof repair quotes will be obtained to determine required work to include in the budget for fiscal year 2022-23. Replacement bollards with boulders will be conducted with the Board of Directors approval. Supt. Oropeza advised that ADA compliant portable restrooms will be delivered today or tomorrow at the Almond Park and Orangevale Community Park.

- c) Recreation Committee: No report.
- d) Personnel & Policy: No report.
- e) Government: No report.
- f) Planning Committee: Recap of the May 20, 2021 meeting (pg 26): Admin Ross advised the committee discussed potential projects to spend the approximately \$200,000 per capita funds allocated with a \$50,000 contribution match from OVParks. In addition, Director Stickney and Montes prioritized a new driveway connecting the north property to the new property. Any remaining funding would be utilized for expanding the playground by the pool with higher age level equipment.
- g) Trails Committee: Trails Committee: No report.
- h) Ad Hoc: No report.

11. ADMINISTRATOR'S REPORT

- a) Monthly Activity Report – May 2021 (pg 27-32):

Admin Ross advised of interest in the community for a skateboard program. On May 5 and June 1, Administrator Ross met with Honorary Mayor Cliff Wylie, community organizer Brad Squires, and Sean LaTour-Jarquín of Project Lifelong to discuss plans to bring a portable skateboarding program to Orangevale. Former skateboarders, Tony Hawk and Sean White each have foundations which could be potential contacts to assist in the facilitation of this project which will cost approximately \$40,000. Admin Ross will invite Sean LaTour to a future Board Meeting to discuss this project and investigate potential fundraising prospects.

On May 12, Administrator Ross met with County staff members Liz Bellas, Jennifer Clause, and Michelle Satow to discuss a County-owned parcel on Woodmore Oaks near the 7-Eleven, which will be included in the Arcade-Cripple Creek Trail. The discussion included the steps and costs involved if the parcel was to be transferred from the County of OVparks. Administrator Ross had other correspondence with staff from the City of Citrus Heights who are managing the trail project. Administrator Ross has scheduled a Zoom meeting with all parties on June 15.

On May 19, Administrator Ross met on Zoom with Blair Aas of SCI Consulting Group. Mr. Aas was helpful in explaining the history of the Park Development Fee program, the nexus studies to help determine the benefits provided to districts, how projects qualify for these funds, and how to access the funds. This was a helpful step in the budget process.

On May 20, the Orangevale Farmers Market opened at the Orangevale Community Center Park. There was a good crowd on hand to visit about 35 vendors. There is live music on the outdoor stage and food trucks to add to the festive atmosphere. The vendors have expressed that they are enjoying the new location.

On May 21-23, the U.S. Women's Disc Golf Championships were held at Shady Oaks Disc Golf Course along with courses in Auburn and Rocklin. The tournament was a success, and it received excellent coverage on the PDGA (Professional Disc Golf Association) channel and YouTube. Admin Ross appreciated Director Montes for sharing the videos of the event and to Recreation Coordinator Roberts for putting the videos on our website to share with the Orangevale community.

On May 23 at about 7:45pm there was a break-in and theft at the pool. The thieves cut locks to enter the pool area and the filter/storage room at the pool. They stole the remaining six buckets of chlorine as well as a bucket of soda ash. There is a chlorine shortage in America, so it is highly likely that stealing the chlorine was their primary purpose. Measures are being taken to improve our security systems to help prevent future break-ins.

On May 26 we had a small fire at Orangevale Community Park near the nature trail area of the disc golf course. Park Maintenance staff was using the power edger and it caused sparks that caught the dry weeds on fire. Disc golfers noticed the fire and quickly got staff's attention. Staff and a group of golfers tried putting it out with sand, but it continued to spread. Staff called the fire department, who came and put out the fire. The other parks staff arrived shortly before the fire truck and helped contain the fire.

On June 1 we experienced vandalism at the new property. All the damage was done outside of the buildings. Security cameras were destroyed, decorative light fixtures were broken, wires were pulled, and the fountain was filled and overflowing. FEC police were called, arrived, and were very helpful. Our security cameras captured clear images of the main culprit, which helped lead to him being caught by FEC police. Staff is assessing the damage and getting cost estimates. Staff will follow up with FEC police to get the complete report and will also seek restitution from the group home where the culprit was residing. Total cost of damages is approximately \$850. Director Stickney recommended Admin Ross contact Supervisor Frost to address the number of group homes allocated to the Orangevale community. Director Montes recommended that a letter be sent to the group home organization to address the repeated issues. Limit for felony vandalism is \$400. In lieu of pursuing felony charges in this situation, Admin Ross would prefer to pursue reimbursement of damages from the group home entity and have the individual work with park maintenance for the equivalent number of hours deemed appropriate for restitution. Director Montes suggested a written agreement of community service be prepared and signed by the individual. Felony charges would be pursued if the individual fails to comply with the agreement. Admin Ross wants this individual to be made aware of the cost and time and effort of staff to correct the damages. Admin Ross will advise the BOD of repair cost total once received.

Admin Ross extended kudos to Admin Services Supervisor Woodford for keeping the contract classes running as ability allowed with Covid guidelines in place, which provided steady income for the District. Recreation Coordinator Roberts' efforts to provide the OVparks Adventure Crew for afterschool distance learning provided a needed service to the community. KinderKidz preschool program ran with half capacity during the Covid restrictions. The Adventure Crew and KinderKidz programs also helped generate some revenue for the District. Thank you to the entire OVparks staff for their teamwork to provide a positive experience for the community members utilizing our facilities and programs to the degree allowed.

Admin Services Supervisor Woodford advised that Pershing Elementary and Ottoman Elementary are participating in the SJUSD

summer voucher program funded by Covid relief monies received by SJUSD. Approximately five hundred and fifty students at each school have received a \$200 voucher to spend on OVparks programming this summer. Programs are filling quickly. We are looking to increase numbers wherever we are able to accommodate the demand as Covid restrictions loosen. Green Oaks School is also looking into participation in this voucher program. Admin Ross extended appreciation to the SJUSD for providing the Covid relief funding to be utilized by the students this summer.

Park Supt. Oropeza advised of recent maintenance to the pool pump, and the inevitable need for a new pump in the coming months. He will obtain cost estimates and update accordingly. New soft-fall material has been added to the playground areas at Pecan Park and Orangevale Community Park. New material will also be spread at the Norma Hamlin and Almond Park playgrounds soon. A dead Eucalyptus tree at Pecan Park was removed. A couple of potential hazardous trees at Sundance Park were removed. Routine maintenance was conducted throughout the OVparks properties.

Recreation Supervisor Bain advised Recreation revenue is now at approximately 93% of projected amount, up from 30% for the first half of this fiscal year. Rental revenue of picnic and field sites have increased. The Lacrosse team has been very accommodating regarding their ongoing field rental with the addition of the Farmers Market in the OCC parking lot impacting parking availability. May OTC (over-the-counter) revenue for combined recreation and facility rentals ended at \$111,802 which is \$34,802 above the projected amount. May recreation revenue was \$107,154 which is \$37,154 above the projected amount while facility revenue was \$4,648 which is \$2,352 under the projected amount. The revenue referenced here includes prepayments for future programs. Facility revenue will be increasing as we recently resumed the ability to accept indoor reservations since the loosening of Covid restrictions. Due to staffing constraints the amount of swim lessons offered in each session were reduced slightly. Session one swim lessons are full or almost full throughout the various levels offered.

12. UNFINISHED BUSINESS

None discussed.

13. NEW BUSINESS

- a) Approval of Resolution 21-06-666, Resolution Adopting the Orangevale Recreation and Park District Preliminary Budget for the General Fund for Fiscal Year 2021/22 (pg 33-61):

Admin Ross advised the budget includes a 2% COLA as a placeholder. Director Stickney recommended raising to 2.4% COLA reflected by the CPI. Director Montes recommended raising to 3%. The budget reflects a 7.5% estimated increase in

MOTION #4

health care premiums, elimination of the furloughs, and salary scale adjustment for two position levels. After further discussion, the Directors will vote to approve the 2.4% COLA increase effective July 1, 2021 and revisit the consideration and discussion for any additional increase adjustment at the August 19, 2021 board of directors meeting.

On a motion by Director Montes, seconded by Director Meraz, the Resolution 21-06-666, Resolution Adopting the Orangevale Recreation and Park District Preliminary Budget for the General Fund for Fiscal Year 2021/22 with the 2.4% COLA, effective July 1, to be revisited with the full Board at the August 2021 BOD meeting, was approved by a vote of 3-0-0 with Directors Stickney, Meraz, & Montes voting Aye. There were no Nays or Abstentions. Directors Swenson and Brunberg were absent.

MOTION #5

- b) Approval of Resolution 21-06-667, Resolution Adopting the Orangevale Landscaping and Lighting Assessment District Preliminary Budget for Fiscal Year 2021/22 (pg 62):

On a motion by Director Montes, seconded by Director Stickney, the Resolution 21-06-667, Resolution Adopting the Orangevale Landscaping and Lighting Assessment District Preliminary Budget for Fiscal Year 2021/22 was approved by a vote of 3-0-0 with Directors Stickney, Meraz, & Montes voting Aye. There were no Nays or Abstentions. Directors Swenson and Brunberg were absent.

MOTION #6

- c) Approval of Resolution 21-06-668, Resolution Adopting the Kenneth Grove Landscaping and Lighting Assessment District Preliminary Budget for Fiscal Year 2021/22 (pg 63):

On a motion by Director Montes, seconded by Director Meraz, the Resolution 21-06-668, Resolution Adopting the Kenneth Grove Landscaping and Lighting Assessment District Preliminary Budget for Fiscal Year 2021/22 was approved by a vote of 3-0-0 with Directors Stickney, Meraz, & Montes voting Aye. There were no Nays or Abstentions. Directors Swenson and Brunberg were absent.

- d) Public Hearing: Orangevale Landscaping and Lighting Assessment District (OLLAD) - Susan Barnes of SCI Consulting Group: Director Stickney closed the regular meeting and opened the Public Hearing to provide property owners and residents an opportunity to obtain additional information about the proposed preliminary budget and assessment rates for OLLAD and provide input or comments to the District. Admin Ross advised of this final step in the process before the Board of Directors considers the continuation of the levy of these assessments for the 2021/22 fiscal year. Public hearing will be continued at the next board meeting on July 8, 2021, to allow more time for the public to respond to the second public hearing notice to be published in the

Citrus Heights Messenger, an adjudicated newspaper. This Public hearing notice has been published in the May 21, 2021, publication of the Orangevale View. Admin Ross introduced Susan Barnes from SCI to answer any technical questions related to the issue. Susan Barnes advised she will also be in attendance to address any questions during the Public Hearing at the July 8 Board of Directors Meeting. There were no comments from the public during the Public Hearing.

- e) Public Hearing: Kenneth Grove Landscaping and Lighting Assessment District - Susan Barnes of SCI Consulting Group: Public Hearing is conducted to give property owners and residents an opportunity to obtain additional information about the proposed preliminary budget and assessment rates for the Kenneth Grove Landscaping and Lighting Assessment District and provide input or comments to the District. Admin Ross advised of this final step in the process before the Board of Directors considers the continuation of the levy of these assessments for the 2021/22 fiscal year. Public hearing will be continued at the next board meeting on July 8, 2021, to allow more time for the public to respond to the second public hearing notice to be published in the Citrus Heights Messenger, an adjudicated newspaper. This Public hearing notice has been published in the May 21, 2021, publication of the Orangevale View. There were no comments from the public during the Public Hearing. Admin Ross thanked Susan Barnes for attending the Board of Directors Meeting tonight.
- f) Consider approval of Resolution 21-06-669, Resolution to end the furlough for full-time staff at the conclusion of June 30, 2021 (pg 64-66): Directors extended appreciation to the staff for their extra efforts and sacrifices.

MOTION #7

On a motion by Director Montes, seconded by Director Meraz, the Resolution 21-06-669, Resolution to end the furlough for full-time staff at the conclusion of June 30, 2021, was approved by a vote of 3-0-0 with Directors Stickney, Meraz, & Montes voting Aye. There were no Nays or Abstentions. Directors Swenson and Brunberg were absent.

- g) Approval of the agreement with All Events Management Group to hold the Bow Wow Days event in Orangevale Community Park on September 25, 2021 (pg 67-82):

This item is being tabled to the July BOD meeting.

- h) Approval of the agreement with Genesis Church to hold a 4th of July Service & Event at the Orangevale Community Park on July 4, 2021 (pg 83-98): Admin Ross advised of a request from Genesis Church to hold two church services, a BBQ, lawn games,

and music at the Orangevale Community Park open to the community.

MOTION #8

On a motion by Director Montes, seconded by Director Stickney, the agreement with Genesis Church to hold a 4th of July Service & Event at the Orangevale Community Park on July 4, 2021, was approved by a vote of 3-0-0 with Directors Stickney, Meraz,, & Montes voting Aye. There were no Nays or Abstentions. Directors Swenson and Brunberg were absent.

14. DIRECTOR AND STAFF COMMENTS

Admin Ross mentioned the Orangevale Recreation & Park District Office will be open to the public beginning Tuesday, June 15, 2021. Administrator Ross did a job shadowing with Park Maintenance Worker Curtis Bryant on May 26. The primary work for the day involved mowing at Orangevale Community Park. Admin Ross intends to spend one day shadowing each of the full-time staff during the remainder of 2021. The purpose is to get to know staff better, have a greater appreciation and understanding for the jobs they do, and see if there are opportunities for greater efficiencies.

Supervisor Bain advised public swim at the Orangevale Community Center Pool began today.

Supervisor Woodford thanked the Board of Directors for passing the budget. Extended appreciation to Administrative Clerk Christina Kelley and Office Assistant Kathy Harling for their hard work with the busy phones and the newly added Pershing and Ottoman voucher availability. They have been doing a great job keeping everything organized. Thank you to all the staff in the office for assisting with phones when needed.

Finance/HR Supt.Von Aesch echoed the appreciation of the OVparks staff for their hard work. Supervisor Bain, Larissa Clark, and Recreation Coordinator Roberts have been diligently working to provide summer new hire documentation to the Finance Department. Supervisor Woodford and the front office staff have been doing a great job coordinating the busy phones and registrations. She appreciates hearing and seeing all the activity around the building.

Supt. Oropeza extended appreciation to the Parks Maintenance staff for their monitoring and maintenance of the irrigation systems and to the community members for notifying us of irrigation issues within OVparks. He appreciates seeing so many kids enjoying the parks and facilities.

Recreation Coordinator Roberts is looking forward to the upcoming summer programming. Kudos to the office staff for great teamwork facilitating the summer registrations. Recreation Specialist Megan Brennan along with the Senior Recreation Leaders and Recreation

Leaders have done a great job preparing for the Rec'ing Crew Day Camp and looking forward to the upcoming programs.

Director Meraz inquired when the Meals on Wheels program will resume at OVparks. Supervisor Woodford advised they will not return this summer but potentially may resume in-person meals at the Orangevale Community Center in the Fall. Director Montes mentioned that the Orangevale Fair Oaks Food Bank has personnel available for meal delivery if needed.

Director Meraz inquired if playground equipment will be re-installed at the Youth Center. This was discussed at the Planning Committee meeting with the determination that funding was not currently available for that project.

Director Stickney mentioned an amazing transformation from low revenue to an average revenue throughout the year. Parks are looking good.

Director Montes shared she is very grateful to all the OVparks staff for a tremendous job. She is very impressed with the preliminary budget.

15. ITEMS FOR NEXT AGENDA

a) Ratification of Claims for May 2021

b) Approval of the agreement with All Events Management Group to hold the Bow Wow Days event in Orangevale Community Park on September 25, 2021

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

d) Public Hearing: Kenneth Grove Landscaping and Lighting Assessment District - Susan Barnes of SCI Consulting Group

e) Blair Aas of SCI Consulting Group to assist with Resolution for park development fees.

16. ADJOURNMENT

MOTION #9

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 8:06 p.m. On a motion by Director Montes, seconded by Director Stickney, the adjournment was approved by a vote of 3-0-0 with Directors Stickney, Meraz, and Montes, voting Aye. There were no Nays or Abstentions. Directors Swenson and Brunberg were absent.



Mike Stickney, Board Chairperson