

**ORANGEVALE RECREATION & PARK DISTRICT
BOARD OF DIRECTORS MEETING
APRIL 17, 2025**

**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 the minutes of the Regular Meeting on March 20, 2025 (pg. 1-8)
7. **CORRESPONDENCE**
 - a. Confidential envelope – Attorney billing Dec 2024 - Feb 2025
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 March 2025 (pg. 9-10)
 - b. Budget Status Report for March 2025 (pg. 11-13)
 - c. Revenue Report for March 2025 (pg. 14)
- 8.2 **OLLAD CONSENT MATTERS**
 - a. Ratification of Claims for March 2025 (pg. 15-16)
 - b. Budget Status Report for March 2025 (pg. 17-18)
- 8.3 **KENNETH GROVE CONSENT MATTERS**
 - a. Ratification of Claims for March 2025 (pg. 19)
 - b. Budget Status Report for March 2025 (pg. 20)
9. **NON-CONSENT MATTERS GENERAL FUND**
 - a. Ratification of Claims for March 2025 (pg. 21)

10. **PRESENTATION**
 - a. Introduction of new members of the Parks Department. (verbal)

11. **STANDING COMMITTEE REPORTS**
 - a. Administration & Finance - April 10 Meeting Recap. (pg. 22) Next Meeting April 28, 2:00pm.
 - b. Maintenance & Operation – No Report.
 - c. Recreation Committee – No Report.
 - d. Personnel & Policy – April 4 Meeting Recap. (pg. 23-24)
 - e. Government – No Report.
 - f. Planning Committee – No Report.
 - g. Trails Committee – No Report. Next meeting in May or June.
 - h. Ad Hoc – No Report.

12. **ADMINISTRATOR’S REPORT**
 - a. Monthly Activity Report – March 2025 (pg. 25-30)

13. **UNFINISHED BUSINESS**
 - a. Proposition 68 project update. (verbal)
 - b. Valkyrie Theatre program update for 2025. (verbal)
 - c. Property- line survey at Youth Center Park. (verbal)
 - d. Big Day of Service Projects plan. (verbal)
 - e. Wildfire Prevention Update. (verbal)

14. **NEW BUSINESS**
 - a. Approval of the Update of the 24/25 Orangevale Recreation and Park District Salary Range Full Time Employees schedule. (pg. 31-32)
 - b. Approval of the Orangevale Recreation and Park District SCERS Ineligible Employee Classifications April 2025 Temporary/Seasonal PT Salary Scale. (pg. 33-35)
 - c. Approval of the Implementation of a \$200 Auto-Stipend for the District Administrator. (pg. 36)
 - d. Approval of Resolution #25-04-737, a Resolution of the Board of Directors of the Orangevale Recreation and Park District, County of Sacramento, State of California, Approving a Budget Amendment to the General Fund Final Budget for Fiscal Year 2024/2025. (pg. 37-38)
 - e. Approval of the April 2025 Edition of the OVparks Personnel Policy Manual. (pg. 39, and [Attached](#))
 - f. Review and Approve the Proposal Regarding OVparks Status as a Remainder Beneficiary of Andrew and Nadia Effinger Trust. (verbal)
 - g. CARPD Request for participation: Senate Bill 315 – Quimby Act – Notice of Opposition. (pg. 40-45)

15. **DIRECTOR’S AND STAFF’S COMMENTS**

16. **ITEMS FOR NEXT AGENDA**
 - a. Preliminary Budget
 - b. OV History Project Rental Addendum
 - c. Presentation – Appreciation for the AARP Senior Focused Tax Preparation for Community
 - c. District Administrator Evaluation – Possible Special Meeting

17. **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 March 20, 2025

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on March 20, 2025 at the District Office. Director Brunberg called the meeting to order at 6:30 p.m.

Directors present: Brunberg, Stickney, Meraz, Montes
Directors absent: Presinal
Staff present: Becky Herz, District Administrator
Jennifer Von Aesch, Finance/HR Superintendent
Horacio Oropeza, Park Superintendent

3. **PLEDGE OF ALLEGIANCE** The Pledge of Allegiance was conducted.
4. **APPROVAL OF AGENDA**
On a motion by Director Stickney, seconded by Director Brunberg, the agenda was approved by a vote of 4-0-0 with Directors Stickney, Brunberg, Meraz, and Montes voting Aye. There were no Nays or Abstentions. Director Presinal was absent.
MOTION #1
5. **PUBLIC DISCUSSION** No one wished to address the Board during public discussion.
6. **MINUTES**
a) Approval of Minutes of February 20, 2025 (pg 1-11): On a motion by Director Stickney, seconded by Director Brunberg, the minutes were approved by a vote of 3-0-1 with Directors Stickney, Meraz, and Brunberg, voting Aye. There were no Nays. Director Montes abstained. Director Presinal was absent.
MOTION #2
7. **CORRESPONDENCE**
a) Orangevale View – Best of Orangevale Awards Night (pg 12-13): Admin Herz announced that OVparks won in the Best Municipal Service category. The Orangevale Community Center Park won the Best Park category.
8. **CONSENT CALENDAR**
a) On a motion by Director Montes, seconded by Director Meraz, the consent calendar was approved by a vote of 4-0-0 with Directors Stickney, Brunberg, Meraz and Montes, voting Aye. There were no Nays or Abstentions. Director Presinal was absent.
MOTION #3

**8.1. CONSENT
MATTERS
GENERAL FUND**

- a) Ratification of Claims for February 2025 (pg 14)
- b) Budget Status Report for February 2025 (pg 15-17)
- c) Revenue Report for February 2025 (pg 18)

**8.2. OLLAD
CONSENT
MATTERS**

- a) Ratification of Claims for February 2025 (pg 19)
- b) Budget Status Report for February 2025 (pg 20-21)

**8.3. KENNETH GROVE
CONSENT
MATTERS**

- a) Ratification of Claims for February 2025 (pg 22)
- b) Budget Status Report for February 2025 (pg 23)

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

MOTION #4

- a) Ratification of Claims for February 2025 (pg. 24)
On a motion by Director Brunberg, seconded by Director Meraz, the non-consent calendar was approved by a vote of 3-0-1 with Directors Stickney, Brunberg, and Meraz voting Aye. There were no Nays. Director Montes abstained. Director Presinal was absent.

**10. STANDING
COMMITTEE
REPORTS**

- a) Administration and Finance: No report. Next meeting April 10, 3:30pm.
- b) Maintenance and Operation: No report.
- c) Recreation Committee: March 20 Meeting Recap. (verbal)
Admin Herz advised that two potential event rentals were reviewed. The committee unanimously recommended support of both events which will be presented for approval later in this agenda. The committee plans to review all the special event rentals from the past year.
- d) Personnel & Policy: Feb 28 Meeting Recap (pg. 25-26). Next Meeting April 4, 1:00pm.
In a review of the Personnel Manual, a priority of policies has been identified which need to be updated. A partial update will be provided at the next BOD meeting to include the reordering of the policies and recreating of the table of contents as well as an update to the Grievance Policy. Additional updates may be included if completed by next BOD meeting. Katie from CAPRI has a draft update of the Grievance Policy ready for review. Director Stickney and Meraz indicated the committee recommends Attorney David McMurchie review the update to the Grievance Policy. The Board gave direction to the District Administrator to allow General Counsel to review the Grievance Policy. Admin Herz will present an updated Personnel Policy Manual with reordering of the policies and recreating the table of contents at to the next Board Meeting. The Board requested updated phone cards be provided after the two full-time Park Maintenance staff are onboard.

- e) Government: No report.
- f) Planning Committee: No report.
- g) Trails Committee: Trails Committee: No report. Next meeting in May. The E-Bike policy information will be reviewed at this time.
- h) Ad Hoc: No report.

11. ADMINISTRATOR'S REPORT

- a) Monthly Activity Report – February 2025 (pg 27-32): Admin Herz shared the following monthly activities:

- Continued efforts with Park Superintendent Oropeza to obtain the Conservation Corp Grant for the Wildfire Mitigation Program. The initial CEQA acceptance of the project is underway.
- Kelly Gonzalez, a Strengthfinder Trainer, conducted two meetings with OVparks staff to introduce the Strengthfinders program and to conduct additional Strengthfinders training.
- The quarterly Safety Meeting was conducted.
- As part of the Orangevale Rotary Club, Admin Herz participated in the VIP Basketball Tournament as a scorekeeper. The event was held in Carmichael for the special needs community as a Special Olympics preparation program for all ages, genders, and abilities.
- Admin Herz and Recreation Supervisor II Bain have initiated discussions with XTechs IT Company to determine the future of IT and budget solutions for OVparks.
- Several OVparks staff attended the National Park and Recreation Association Training and Institute of Local Government Training.
- The final portion of the Proposition 68 paperwork has been submitted and the final walk has been completed. Sacramento County has sent notification that processing has begun.
- The Best of Orangevale event was fantastic.
- Admin Herz advised that we nominated Brad Squires for the CPRS Award as Community Champion for the work he does for the Big Day of Service and the parks. He won the award and was honored at an annual event a few weeks ago.
- Admin Herz shared photos from recent events. The Board inquired if the Valkyrie Theatre program will be returning. Admin Herz will inquire and advise at the next BOD Meeting.
- Leaks around some windows were discovered during one of the storms. They have been fixed.
- Photos of the Marshmallow-statues for staff teambuilding were shared.

- Photos of the Kidz Korner Preschool were shared with the BOD. The Spring Session is currently full and running well.

Admin Herz shared the Recreation revenue report in Supervisor II Bain's absence. At her request, Supervisor II Bain will now include the previous year's revenue to compare with the current year in the revenue reports.

Park Supt. Oropeza advised of the following:

- Mulch piles were spread throughout the Shady Oaks Disc Golf prior to the St. Patrick's Day Tournament. Further distribution of mulch will be completed near Hole #4 and between Holes #3 & #8. He has received more positive than negative feedback. The mulch is beneficial to the trees as well as to prevent erosion and provide compaction. Park Supt. Oropeza to work with the Sacramento Tree Foundation for the Big Day of Service projects. Issues regarding the homeless and graffiti within the parks have continued. The Sacramento Sheriff's Department is contacted for removal of encampments at Pecan Park as this group has been very vocal and uncooperative with Park Staff when advised to leave. Park Maintenance is currently short-staffed with only three full-time and one part-time staff available to address ongoing parks maintenance and issues. Two new full-time employees are expected to start soon. Irrigation has not been turned on for the season, except for specific locations. The water rate will increase again this year after an increase of 13% last year.

12. UNFINISHED BUSINESS

- Accept Corrected Audit Document – Update to Page 5 Provided (pg. 33): Admin Herz to email Director Brunberg a separate edited page for her records. This edit reflects the reclassification of funds from interest receivable and due from other government's categories.
- Review the SB2557 Property Tax Administration Fees Paid to Sacramento County. (pg. 34) The Board is concerned with the increase in fees for the Special District. Director Brunberg plans to address this with Matt Hedges, Chief of Staff to Sacramento County Supervisor Rosario Rodriguez.
- Wildfire Prevention – Update (verbal) The District is currently in the CEQA Evaluation period. A Notice of Exclusion (NOE) approval is expected to be received with a requirement of a tree report. Admin Herz will then research how much the tree report will cost and evaluate removal of tree trimming option from the project details if necessary. The Board advised that a tree report was completed for the entire District within the past five years. Admin Herz to verify when the tree report was completed.

- d) Review Fund-Allocation to Big Day of Service Projects (verbal): Six projects are currently planned for the Big Day of Service projects. Park Supt. Oropeza advised that fence materials, paint, irrigation at Disc Golf Course and miscellaneous expenses will be approximately \$5,000. Admin Herz to acquire three quotes to survey the property line of the proposed BDOS fence improvement project at the Youth Center Park and request the affected adjoining property owner to share the expense of the survey. An update will be provided at the next BOD Meeting.
- e) Staffing Changes Research Update (verbal): Admin Herz to provide eight to ten options at the next Finance Committee Meeting for consideration.

13. NEW BUSINESS

MOTION #5

- a) Approval to Purchase a Tow-Behind Blower for No More Than \$11,700 to Maintain the Arcade-Cripple Creek Trail and Other District Trails. (pg 35):
On a motion by Director Brunberg, seconded by Director Meraz, the Purchase of a Tow-Behind Blower for No More Than \$11,700 to Maintain the Arcade-Cripple Creek Trail and Other District Trails was approved by a vote of 4-0-0 with Directors Stickney, Meraz, Brunberg, & Montes voting Aye. There were no Nays or Abstentions. Director Presinal was absent.

MOTION #6

- b) Approval of application by Creative Spirit Learning Center to Host the Creative Spirit Learning Center Spring Carnival & Color Run at Orangevale Community Park on May 18, 2025. (pg. 36-47): The Recreation Committee recommends approval of this event.
On a motion by Director Montes, seconded by Director Meraz, the application by Creative Spirit Learning Center to Host the Creative Spirit Learning Center Spring Carnival & Color Run at Orangevale Community Park on May 18, 2025 and authorize the District Administrator to execute the agreement, was approved by a vote of 4-0-0 with Directors Stickney, Meraz, Brunberg, & Montes voting Aye. There were no Nays or Abstentions. Director Presinal was absent.

MOTION #7

- c) Approval of application by American Cancer Society to host the Relay for Life of Sacramento at the Orangevale Community Park on September 13, 2025. (pg. 48-59): The Recreation Committee is in support of this event. Admin Herz to remind Recreation Supervisor II Bain to advise the Orangevale Youth Soccer of this event since it is during the soccer season.
On a motion by Director Montes, seconded by Director Stickney, the application by American Cancer Society to host the Relay for Life of Sacramento at the Orangevale Community Park on September 13, 2025, was approved by a vote of 4-0-0 with

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

- d) Approval of a Security Services Agreement with Nor-Cal Security for Monthly Park Security for a Minimum of Three Months. (pg. 60-63): Admin Herz advised that in November 2024 FEC Police notified the District of the discontinuation of service. Security has not been in place since that time. A temporary month-to-month contract with Nor-Cal Security is presented for approval pending the insurance and legal review. A one month notice is required for the discontinuation of service. This would be in effect for a minimum of three months to allow an RFP process to be completed for establishment of permanent security detail. Nor-Cal Security is sanctioned by the Sacramento Sheriff's Department. They will have authorization to issue a 602 citation for no trespass. Director Montes highly recommends Nor-cal Security. Director Montes utilizes Nor-Cal Services for All Events Management events at no discount and does not have any company affiliation.

MOTION #8

On a motion by Director Stickney, seconded by Director Meraz, the District Administrator to enter into a month-to-month Security Services Agreement with Nor-Cal Security for Monthly Park Security for a Minimum of Three Months pending review by insurance and legal counsel, was approved by a vote of 4-0-0 with Directors Stickney, Meraz, Brunberg, & Montes voting Aye. There were no Nays or Abstentions. Director Presinal was absent.

- e) Discuss of and Possible Action on the Proposal by the Orangevale History Project to Extend their Lease Agreement with OVparks to Include Land to Facilitate an Outdoor Exhibit. (pg. 64-65): Admin Herz advised of a request from the Orangevale History Project (OHP) to allocate a land area to facilitate an outdoor exhibit for the museum. The OHP has been a good tenant and has made notable improvements to the property. This would be in effect until the lease renewal in 2028. David Dill, as spokesperson for the Orangevale History Project, advised that security cameras, lighting, and a cyclone fence would be installed for protection of the outdoor exhibit. He mentioned sycamore tree may need to be removed to accommodate the required fencing. Admin Herz advised that if the tree is removed, the District would request the Orangevale History Project replant a tree in another area as good park practice.

MOTION #9

On a motion by Director Montes, seconded by Director Brunberg, the District Administrator is advised to develop and bring to the Board of Directors an Addendum to the Lease Agreement with the Orangevale History Project to Include Land to Facilitate an Outdoor Exhibit was approved by a vote of 4-0-0

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

- f) Discuss and Provide Feedback on the Draft CIP Priorities List for 2025/26 (pg. 66) Admin Herz provided an updated draft of CIP Priorities to discuss and adjust the priorities where necessary. The list will go to the Finance Committee to determine how many projects can be completed based on the current budget. Roof replacement for the remaining area of OCC Building and Building 2 should be considered a top priority. If pre-bid amounts are not reasonable, the District can go to RFP if needed. Two more sets of pool covers will need to be purchased preferably within this fiscal year budget or as a priority for the 25/26 Fiscal Year. Park Supt. Oropeza requests prioritizing the purchase of a replacement trailer as the current one has a stress fracture. Three 4-ton HVAC systems have been replaced. The two 20-ton HVAC units need to be a top priority. David Dill recommended replacing the large systems as soon as possible due to a new refrigerant being implemented which will increase costs exponentially. The front door replacement in the Community Center Building should be considered as a top priority to complete. The parking lot resurfacing project should be considered a priority two. Almond Park concrete project to be reassessed after the Finance Committee meeting to determine feasibility and options for completion. Outdoor AEDs to be listed as a priority three. This topic will be discussed again at a future BOD meeting after the next Finance Committee meeting.

14. DIRECTOR AND STAFF COMMENTS

Admin Herz mentioned she attended the CPRS Statewide Conference with five OVparks staff this week. Admin Svcs Supervisor Woodford and Recreation Supervisor II Bain are absent tonight due to attendance at the conference today. We are in the onboarding process for two new full-time Park Maintenance staff. The Summer Activity Guide should be out soon. She is looking forward to the upcoming summer recreation revenue.

Supt. Von Aesch will email the two people still needing to complete their form 700 and cc Admin Herz. The onboarding for the two new Park Maintenance employees is going well.

Supt. Oropeza expressed appreciation to the Park Maintenance Staff for all their continued efforts.

Director Meraz mentioned a potential controversy regarding at the north end of Hickory Avenue which has a fire gate which allows horses and bikes to access through to the Woodbridge Ranch development. Eminent domain will need to be acquired to extend the Sundance Trail through this area.

Director Stickney requested the new full-time Park Maintenance employees attend a future Board Meeting for introduction to the Board of Directors. He mentioned the St. Patrick's Day Disc Golf Tournament appeared to be very organized. The park was very busy with many enjoying the park.

Director Montes advised that her friend Leah Amico, a three-time Gold Medal Softball Olympian, Professional Motivational Speaker, and ESPN Anchor mentioned that OVparks had recently contacted her to speak at an event.

15. ITEMS FOR NEXT AGENDA

- a) Personnel Policy Manual Update
- b) Wildfire Prevention Update
- c) Fund Allocation to Big Day of Service Projects

16. ADJOURNMENT
MOTION #10

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 8:19 p.m. On a motion by Director Montes, seconded by Director Brunberg, the adjournment was approved by a vote of 4-0-0 with Directors Stickney, Brunberg, Meraz, and Montes, voting Aye. There were no Nays or Abstentions. Director Presinal was absent.

Sharon Brunberg, Chairperson

**GENERAL FUND EXPENDITURES
FOR THE MONTH ENDING
MARCH 31, 2025**

CLAIM #	ACCOUNT #	VENDOR	DESCRIPTION	AMOUNT
1907367648	20200500	US BANK NATIONAL ASSOCIAT	ADVERTISING	150.00
1907367648	20202100	US BANK NATIONAL ASSOCIAT	BOOKS/PERIODICAL SERVICES	82.00
1907367648	20202900	US BANK NATIONAL ASSOCIAT	BUSINESS/CONFERENCE EXPENSES	240.00
1907367648	20203500	US BANK NATIONAL ASSOCIAT	EDUCATION/TRAINING SERVICES	504.91
1907367648	20203600	US BANK NATIONAL ASSOCIAT	EDUCATION/TRAINING SUPPLIES	114.16
1907358698	20203800	REBECCA HERZ OR JASON BAI	EMPLOYEE RECOGNITION	24.22
1907367648	20203800	US BANK NATIONAL ASSOCIAT	EMPLOYEE RECOGNITION	288.51
1907358698	20203900	REBECCA HERZ OR JASON BAI	EMPLOYEE TRANSPORTATION	23.00
1907364752	20203900	REBECCA HERZ	EMPLOYEE TRANSPORTATION	43.75
1907364753	20203900	SUSAN MYREN	EMPLOYEE TRANSPORTATION	65.45
1907364749	20207600	BURKETTS OFFICE SUPPLIES	OFFICE SUPPLIES	531.02
1907364708	20208100	US POSTAL SERVICE	POSTAL SERVICES	350.00
1907369912	20208100	US POSTAL SERVICE	POSTAL SERVICES	3,400.00
1907358696	20219700	COMCAST	TELEPHONE SERVICES	242.43
1907363127	20219700	T-MOBILE USA INC		36.72
1907367648	20219700	US BANK NATIONAL ASSOCIAT	TELEPHONE SERVICES	454.33
1907368180	20219700	COMCAST	TELEPHONE SERVICES	232.04
1907372190	20219700	COMCAST	TELEPHONE SERVICES	242.43
1907371547	20226200	JJR ENTERPRISES INC	OFFICE EQUIPMENT MAINTENANCE SUPPLIES	226.31
1907356719	20250500	LARRY BAIN	ACCOUNTING SERVICES	6,540.00
1907369040	20253100	LEVENFELD WINTER LLP	LEGAL SERVICES	6,520.50
1907356724	20257100	BRAVO SECURITY SERVICES	SECURITY SERVICES	188.00
1907364704	20259100	STREAMLINE SOFTWARE INC	OTHER PROFESSIONAL SERVICES	200.00
1907372276	20259100	STREAMLINE SOFTWARE INC	OTHER PROFESSIONAL SERVICES	-200.00
1907356721	20285100	MOTION PICTURE LICENSING	RECREATIONAL SERVICES	344.84
1907364709	20285100	RESCUE TRAINING INSTITUTE	RECREATIONAL SERVICES	59.50
1907368189	20285100	ADRIAAN JANSEN VAN VUUREN	RECREATIONAL SERVICES	2,311.75
1907368198	20285100	STEVEN MIRANDA	RECREATIONAL SERVICES	287.95
1907368199	20285100	ALLGOOD DRIVING SCHOOL	RECREATIONAL SERVICES	98.60
1907368200	20285100	HANDSTANDS INC	RECREATIONAL SERVICES	231.00
1907368224	20285100	ALISON LLOYD	RECREATIONAL SERVICES	235.95
1907371795	20285100	CORDOVA RECREATION & PARK	RECREATIONAL SERVICES	1,972.00
1907371796	20285100	CORDOVA RECREATION & PARK	RECREATIONAL SERVICES	861.05
1907371797	20285100	TERRY HOWARD	RECREATIONAL SERVICES	2,150.40
1907371798	20285100	JOHN WALTON	RECREATIONAL SERVICES	2,250.00

**GENERAL FUND EXPENDITURES
FOR THE MONTH ENDING
MARCH 31, 2025**

CLAIM #	ACCOUNT #	VENDOR	DESCRIPTION	AMOUNT
1907356720	20285200	JASON BAIN	RECREATIONAL SUPPLIES	199.59
1907358698	20285200	REBECCA HERZ OR JASON BAI	RECREATIONAL SUPPLIES	8.61
1907367648	20285200	US BANK NATIONAL ASSOCIAT	RECREATIONAL SUPPLIES	1,265.94
1907367648	20285200	US BANK NATIONAL ASSOCIAT	TAX ACCRUAL	0.02
1907371539	20285200	CAPITAL ONE NA	RECREATIONAL SUPPLIES	80.71
1907364713	30322000	FIRST CITIZENS BANK & TRU	BOND/LOAN REDEMPTION	366.35

**ORANGEVALE RECREATION AND PARK DISTRICT GENERAL FUND
BUDGET EXPENDITURE DETAIL
FISCAL YEAR 2024/2025
MARCH 2025**

Account Number	Expenditure Account	Budgeted 2024/2025	Current Expenditure	Expenditures to Date	Funds Available	% Left
1000	SALARIES & EMPLOYEE BENEFITS					
10111000	Salaries & Wages, Regular	1,068,600.00	74,899.80	739,944.62	328,655.38	31%
10112100	Salaries & Wages, Extra Help	546,000.00	12,762.41	333,596.62	212,403.38	39%
10112400	Salaries, Board members	12,000.00	480.00	5,700.00	6,300.00	53%
10121000	Retirement	327,200.00	21,937.54	223,411.15	103,788.85	32%
10122000	Social Security	107,500.00	6,670.92	81,866.20	25,633.80	24%
10123000	Group Insurance	337,500.00	22,749.03	226,216.28	111,283.72	33%
10124000	Worker's Comp. Ins	91,100.00		35,619.25	55,480.75	61%
10125000	Unemployment Insurance	18,170.00	430.99	7,887.14	10,282.86	57%
	<i>SUB-TOTAL</i>	2,508,070.00	139,930.69	1,654,241.26	853,828.74	34%
2000	SERVICES & SUPPLIES					
20200500	Advertise/Legal Notices	2,200.00	150.00	473.88	1,726.12	78%
20202100	Books/Periodicals/Subscrip	2,800.00	82.00	1,436.90	1,363.10	49%
20202900	Business/Conference Expense	4,000.00	240.00	3,029.00	971.00	24%
20203500	Education/Training Serv.	3,000.00	504.91	504.91	2,495.09	83%
20203600	Education /Training Supplies	500.00	114.17	903.17	(403.17)	-81%
20203700	Tuition Reimbursement	100.00		-	100.00	100%
20203800	Employee Recognition	2,900.00	312.73	1,512.41	1,387.59	48%
20203900	Employee Transportation	3,100.00	132.20	1,484.71	1,615.29	52%
20205100	Liability Insurance	130,500.00		143,945.00	(13,445.00)	-10%
20206100	Membership Dues	16,000.00		14,312.38	1,687.62	11%
20207600	Office Supplies	6,600.00	531.02	3,443.48	3,156.52	48%
20207602	Signs	500.00		-	500.00	100%
20207603	Keys	100.00		-	100.00	100%
20208100	Postal Services	14,000.00	3,750.00	9,500.00	4,500.00	32%
20208102	Stamps	2,500.00	(8.03)	408.70	2,091.30	84%
20208500	Printing Services	38,000.00		22,121.48	15,878.52	42%
20210300	Agricultural/Horticultural Service	100.00		-	100.00	100%
20210400	Agricultural/Horticultural Supply	100.00		-	100.00	100%
20211200	Building Maint. Supplies	100.00		-	100.00	100%
20212200	Chemicals	100.00		-	100.00	100%
20213100	Electrical Maint. Service	100.00		-	100.00	100%
20213200	Electrical Maint. Supplies	100.00		-	100.00	100%
20214100	Land Improv. Maint. Services	100.00		-	100.00	100%
20214200	Land Improv. Maint. Supplies	100.00		-	100.00	100%
20215100	Mechanical System Maint. Ser	100.00		-	100.00	100%
20215200	Mechanical System Maint. Sup	100.00		-	100.00	100%
20216200	Painting Supplies	100.00		-	100.00	100%
20216700	Plumbing Maint. Service	100.00		-	100.00	100%
20216800	Plumbing Maint. Supplies	100.00		-	100.00	100%
20218100	Irrigation Services	100.00		-	100.00	100%
20218200	Irrigation Supplies	100.00		-	100.00	100%
20218500	Permit Charges	100.00		-	100.00	100%
20219100	Electricity	100.00		-	100.00	100%
20219200	Natural Gas / LPG/ Fuel Oil	100.00		-	100.00	100%

Account Number	Expenditure Account	Budgeted 2024/2025	Current Expenditure	Expenditures to Date	Funds Available	% Left
20219300	Refuse Collection / Disposal Service	100.00		-	100.00	100%
20219500	Sewage Disposal Service	100.00		-	100.00	100%
20219700	Telephone Service	15,500.00	1,207.95	8,822.34	6,677.66	43%
20219800	Water	1,000.00		-	1,000.00	100%
20219900	Telephone System Maint.	500.00		-	500.00	100%
20220500	Automotive Maint. Service	100.00		-	100.00	100%
20220600	Automotive Maint. Supplies	100.00		-	100.00	100%
20221200	Construction Equip Maint Sup	100.00		-	100.00	100%
20222600	Expendable Tools	100.00		-	100.00	100%
20223600	Fuel & Lubricants	100.00		-	100.00	100%
20226100	Office Equip Maint Service	100.00		-	100.00	100%
20226200	Office Equip Maint Supplies	2,600.00	226.31	1,645.38	954.62	37%
20227500	Rents/Leases Equipment	100.00		-	100.00	100%
20228100	Shop Equip Maint Service	100.00		-	100.00	100%
20228200	Shop Equip Maint Supplies	100.00		-	100.00	100%
20229100	Other Equip Maint Service	100.00		-	100.00	100%
20229200	Other Equip Maint Supplies	100.00		-	100.00	100%
20231400	Clothing/Personal Supplies	1,600.00		-	1,600.00	100%
20232100	Custodial Services	100.00		-	100.00	100%
20232200	Custodial Supplies	500.00		-	500.00	100%
20244300	Medical Services	400.00		162.10	237.90	59%
20244400	Medical Supplies	5,400.00		-	5,400.00	100%
20250500	Accounting Services	7,000.00	6,540.00	6,540.00	460.00	7%
20250700	Assessment/Collection Service	19,500.00		14,488.48	5,011.52	26%
20252500	Engineering Services	6,000.00		-	6,000.00	100%
20253100	Legal Services	15,000.00	6,520.50	66,557.64	(51,557.64)	-344%
20257100	Security Services	4,000.00	188.00	1,222.00	2,778.00	69%
20259100	Other Professional Services	41,000.00		31,604.48	9,395.52	23%
20259101	Computer Consultants	14,500.00		8,982.00	5,518.00	38%
20281201	PC Hardware	6,000.00		2,721.46	3,278.54	55%
20281202	PC Software	6,000.00		3,457.85	2,542.15	42%
20281203	PC Supplies	2,000.00		-	2,000.00	100%
20281900	Elections	65,000.00		56,148.68	8,851.32	14%
20285100	Recreational Services	198,500.00	11,113.04	104,461.29	94,038.71	47%
20285200	Recreational Supplies	39,000.00	1,554.87	26,836.64	12,163.36	31%
20289800	Other Operating Exp - Supplies	2,500.00		-	2,500.00	100%
20289900	Other Operating Exp - Services	1,000.00		130.00	870.00	87%
20291100	System Development Services	3,300.00		4,056.00	(756.00)	-23%
20296200	GS Parking Charges	200.00	5.25	38.50	161.50	81%
	SUB-TOTAL	688,000.00	33,164.92	540,950.86	147,049.14	21%
3000	OTHER CHARGES					
30321000	Interest Expense	26,410.00		26,406.25	3.75	0%
30322000	Bond/Loan Redemption	46,400.00	366.35	45,297.15	1,102.85	2%
30345000	Taxes/Licenses/Assess Trans	1,300.00		-	1,300.00	100%
	SUB-TOTAL	74,110.00	366.35	71,703.40	2,406.60	3%

Account Number	Expenditure Account	Budgeted 2024/2025	Current Expenditure	Expenditures to Date	Funds Available	% Left
4000	FIXED ASSETS					
41410100	Land	0.00	-	-	0.00	
42420200	Struc. & Improvements	740,000.00	378.67	566,432.75	173,567.25	23%
43430300	Vehicles/Equipment	25,000.00	25,000.00	25,000.00	0.00	0%
	SUB-TOTAL	765,000.00	25,378.67	591,432.75	173,567.25	23%
5000	INTERFUND CHARGES					
50557100	Fingerprinting Service	3,000.00	128.00	482.25	2,517.75	84%
	SUB-TOTAL	3,000.00	128.00	482.25	2,517.75	84%
79790100	<i>Contingency Appropriations</i>	60,000.00		-	60,000.00	0%
	<i>Deposit into Reserves</i>	0.00		-	0.00	0%
	GRAND TOTAL	4,098,180.00	198,968.63	2,858,810.52	1,239,369.48	30%

**ORANGEVALE RECREATION AND PARK DISTRICT GENERAL FUND
REVENUE STATEMENT
FISCAL YEAR 2024/2025
MARCH 2025**

Account Number	Revenue Account	2024/2025 Budgeted Revenue	Realized This Period	Collection YTD Balance	YTD Uncollected Balance	% Collected
91910100	Prop. Taxes - Current Secured	1,736,621	2.85	953,312.88	783,308.12	54.89%
91910200	Prop. Taxes - Current Unsecured	61,119	-73.17	64,863.65	-3,744.65	106.13%
91910300	Supplemental Taxes Current	44,000	11.37	19,936.41	24,063.59	45.31%
91910400	Prop. Taxes Sec. Delinquent	11,500		15,745.47	-4,245.47	136.92%
91910500	Prop. Taxes Supp. Delinq.	3,000		3,400.08	-400.08	113.34%
91910600	Unitary Current Secured	14,800		10,828.19	3,971.81	73.16%
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	141.11	141.11	-1.11	100.79%
91913000	Prop. Tax Prior - Unsecured	900		735.15	164.85	81.68%
91914000	Penalty Costs - Prop. Tax	500	52.40	215.62	284.38	43.12%
91919900	Taxes - Other	-		0.00	0.00	
	SUB-TOTAL TAXES 9100	1,872,580	134.56	1,069,178.56	803,401.44	57.10%
94941000	Interest Income	38,000		6,192.00	31,808.00	16.29%
94942900	Building Rental Other	135,000	28,218.27	122,600.72	12,399.28	90.82%
94943900	Cell Tower Leases	47,300	7,916.34	35,623.53	11,676.47	75.31%
94944800	Rec.Concessions Final 9	22,000	4,420.57	15,914.17	6,085.83	72.34%
94945900	Other Vending Devices	-		0.00	0.00	
94949000	Concessions - Other	-		0.00	0.00	
95952200	Homeowner Prop. Tax Relief	13,000		5,903.91	7,096.09	45.41%
95952900	In-Lieu Taxes	342,000		349,594.60	-7,594.60	102.22%
95956900	State Aid - Other Misc. Programs	198,000		0.00	198,000.00	
96963313	Miscellaneous Fees	1,000	290.19	1,045.14	-45.14	104.51%
96964600	Recreation Service Charges	615,000	67,662.25	266,504.88	348,495.12	43.33%
96969700	Security Services	100		233.69	-133.69	233.69%
96969903	Sponsorships/Scholarships	-		0.00	0.00	
97973000	Donations & Contributions	2,000	300.00	2,010.00	-10.00	100.50%
97973200	Recreation Contributions	-		0.00	0.00	
97973300	Orangevale Clubs	-		0.00	0.00	
97974000	Insurance Proceeds	270		0.00	270.00	0.00%
97979000	Revenue - Other	168,400	221.89	177,437.13	-9,037.13	105.37%
	SUB-TOTAL OTHER MISC. INCOME	1,582,070	109,029.51	983,059.77	599,010.23	62.14%
	TOTAL BUDGET AMOUNT	3,454,650	109,164.07	2,052,238.33	1,402,411.67	59.41%

**OLLAD EXPENDITURES
FOR THE MONTH ENDING
MARCH 31, 2025**

CLAIM #	ACCOUNT	VENDOR	DESCRIPTION	AMOUNT
1907367648	20207600	US BANK NATIONAL ASSOCIAT	OFFICE SUPPLIES	136.69
1907358393	20211200	LOWES BUSINESS ACCOUNT	BUILDING MAINTENANCES SUPPLIES/MATERIALS	12.02
1907367648	20211200	US BANK NATIONAL ASSOCIAT	BUILDING MAINTENANCE SUPPLIES/MATERIALS	563.54
1907369723	20211200	AMERICAN RIVER ACE HARDWA	BUILDING MAINTENANCE SUPPLIES/MATERIALS	206.55
1907367648	20213200	US BANK NATIONAL ASSOCIAT	ELECTRICAL MAINTENANCE SUPPLIES	230.33
1907364665	20214200	NELSONS BUILDING MAINTENA	LAND IMPROVEMENT MAINTENANCE SUPPLIES	1,087.57
1907367648	20214200	US BANK NATIONAL ASSOCIAT	LAND IMPROVEMENT MAINTENANCE SUPPLIES	565.46
1907369723	20214200	AMERICAN RIVER ACE HARDWA	LAND IMPROVEMENT MAINTENANCE SUPPLIES	29.06
1907369723	20216200	AMERICAN RIVER ACE HARDWA	PAINTING SUPPLIES	64.57
1907364666	20218200	BACKFLOW DISTRIBUTORS INC	IRRIGATION SUPPLIES	128.80
1907369723	20218200	AMERICAN RIVER ACE HARDWA	IRRIGATION SUPPLIES	125.05
1907364701	20218500	COUNTY OF SACRAMENTO	PERMIT CHARGES	1,024.00
1907364655	20219100	SMUD	ELECTRICITY	6,163.13
1907368183	20219200	PACIFIC GAS AND ELECTRIC	NATURAL GAS/LPG/FUEL OIL	995.92
1907364656	20219300	ALLIED WASTE SERVICES OF	REFUSE COLLECTION/DISPOSAL SERVICES	1,801.79
1907356715	20219500	AREA PORTABLE SERVICES IN	SEWAGE DISPOSAL SERVICES	171.58
1907356716	20219500	AREA PORTABLE SERVICES IN	SEWAGE DISPOSAL SERVICES	171.58
1907371540	20219500	AREA PORTABLE SERVICES IN	SEWAGE DISPOSAL SERVICES	177.68
1907371542	20219500	AREA PORTABLE SERVICES IN	SEWAGE DISPOSAL SERVICES	177.68
1907367648	20219800	US BANK NATIONAL ASSOCIAT	WATER	33.03
1907368182	20219800	ORANGEVALE WATER COMPANY	WATER	84.10
1907364682	20220500	NAZIR GROUP	AUTO MAINTENANCE SERVICES	345.96
1907367648	20220500	US BANK NATIONAL ASSOCIAT	AUTO MAINTENANCE SERVICES	499.68
1907364692	20220600	GENUINE PARTS CO	AUTO MAINTENANCE SUPPLIES	44.17
1907364693	20220600	GENUINE PARTS CO	AUTO MAINTENANCE SUPPLIES	54.69
1907364694	20220600	GENUINE PARTS CO	AUTO MAINTENANCE SUPPLIES	42.54
1907368188	20220600	GENUINE PARTS CO	AUTO MAINTENANCE SUPPLIES	35.53
1907367648	20223600	US BANK NATIONAL ASSOCIAT	FUEL/LUBRICANTS	640.90
1907364668	20228200	GORDON COOK	SHOP EQUIPMENT MAINTENANCE SUPPLIES	383.59
1907364672	20228200	GORDON COOK	SHOP EQUIPMENT MAINTENANCE SUPPLIES	124.12
1907369723	20228200	AMERICAN RIVER ACE HARDWA	SHOP EQUIPMENT MAINTENANCE SUPPLIES	55.99
1907356713	20229100	NEIGHBORLY PEST MANAGEMEN	OTHER PROFESSIONAL SERVICES	186.00
1907364664	20231400	UNIFIRST CORPORATION	CLOTHING/PERSONAL SUPPLIES	47.41
1907354377	20232200	HD SUPPLY INC	CUSTODIAL SUPPLIES	743.29
1907364664	20232200	UNIFIRST CORPORATION	CUSTODIAL SUPPLIES	167.61
1907364749	20232200	BURKETTS OFFICE SUPPLIES	CUSTODIAL SUPPLIES	215.09
1907368184	20232200	STATE INDUSTRIAL PRODUCTS	CUSTODIAL SUPPLIES	737.85

1907356719	20250500	LARRY BAIN	ACCOUNTING SERVICES	3,706.00
1907371791	20253100	DAVID MCMURCHIE	LEGAL SERVICES	864.00
1907364718	20257100	S E TECHNOLOGIES INC	SECURITY SERVICES	1,562.50
1907356712	20259100	NEIGHBORLY PEST MANAGEMEN	OTHER PROFESSIONAL SERVICES	95.00
1907364695	42420200	ABM BUILDING SOLUTIONS LL	STRUCTURES & IMPROVEMENTS	164,285.00

ORANGEVALE RECREATION AND PARK DISTRICT - OLLAD ASSESSMENT
BUDGET EXPENDITURE DETAIL
FISCAL YEAR 2024/2025
MARCH 2025

Account Number	Expenditure Account	Budgeted 2024/2025	Current Expenditure	Expenditures to Date	Funds Available	% Left
2000	SERVICES & SUPPLIES					
20203500	Education/Training Service	3,000.00		412.64	2,587.36	86%
20206100	Membership Dues	200.00		-	200.00	100%
20207600	Office Supplies	300.00	136.69	490.43	(190.43)	-63%
20207602	Signs	2,000.00		-	2,000.00	100%
20207603	Keys	800.00		326.99	473.01	59%
20210300	Agricultural/Horticultural Service	12,500.00		7,396.25	5,103.75	41%
20210400	Agricultural/Horticultural Supply	12,000.00		5,957.89	6,042.11	50%
20211200	Building Maint. Supplies	10,000.00	782.11	7,648.38	2,351.62	24%
20212200	Chemicals	68,000.00		19,622.07	48,377.93	71%
20213100	Electrical Maint. Service	5,000.00	(4,180.00)	170.00	4,830.00	97%
20213200	Electrical Maint. Supplies	2,600.00	230.33	1,298.38	1,301.62	50%
20214100	Land Improv. Maint. Service	40,000.00		7,669.00	32,331.00	81%
20214200	Land Improv. Maint. Supplies	36,500.00	1,682.09	12,601.38	23,898.62	65%
20215100	Mechanical System Maint. Ser	8,000.00		1,102.50	6,897.50	86%
20215200	Mechanical System Maint. Sup	3,000.00		35.17	2,964.83	99%
20216200	Painting Supplies	1,500.00	64.57	122.69	1,377.31	92%
20216700	Plumbing Maint. Service	1,000.00		-	1,000.00	100%
20216800	Plumbing Maint. Supplies	2,300.00		66.23	2,233.77	97%
20218100	Irrigation Service	2,000.00		-	2,000.00	100%
20218200	Irrigation Supplies	16,000.00	253.85	14,282.98	1,717.02	11%
20218500	Permit Charges	5,000.00	1,024.00	2,942.42	2,057.58	41%
20219100	Electricity	81,000.00	6,163.13	63,479.46	17,520.54	22%
20219200	Natural Gas / LPG/ Fuel Oil	40,000.00	995.92	11,419.93	28,580.07	71%
20219300	Refuse Collection / Disposal Service	23,000.00	1,627.58	16,022.39	6,977.61	30%
20219500	Sewage Disposal Service	15,000.00	698.52	10,136.90	4,863.10	32%
20219700	Telephone System	100.00		-	100.00	100%
20219800	Water	80,940.00	(181.25)	64,073.54	16,866.46	21%
20219900	Telephone System Maintenance	1,500.00		-	1,500.00	100%
20220500	Auto Maintenance Service	6,500.00	845.64	3,138.77	3,361.23	52%
20220600	Auto Maintenance Supplies	5,600.00	176.93	3,384.36	2,215.64	40%
20221200	Construction Equip. Maint. Sup.	500.00		-	500.00	100%
20222600	Expendable Tools	2,000.00		1,836.26	163.74	8%
20223600	Fuel & Lubricants	27,400.00	640.90	14,962.76	12,437.24	45%
20227500	Rent/Lease Equipment	2,200.00		1,041.28	1,158.72	53%
20228100	Shop Equip. Maint. Service	1,700.00		1,412.13	287.87	17%
20228200	Shop Equip. Maint. Supplies	9,000.00	563.70	2,815.39	6,184.61	69%
20229100	Other Equip. Maint. Service	1,500.00	186.00	2,152.52	(652.52)	-44%
20229200	Other Equip. Maint. Supplies	3,500.00		2,183.76	1,316.24	38%
20231400	Clothing/Personal Supplies	3,700.00	47.41	1,069.08	2,630.92	71%
20232200	Custodial Supplies	19,000.00	1,863.84	11,305.66	7,694.34	40%
20250500	Accounting Services	3,500.00	3,706.00	3,706.00	(206.00)	-6%
20252500	Engineering Services	15,100.00		15,064.69	35.31	0%
20253100	Legal Services	5,000.00	864.00	864.00	4,136.00	83%
20257100	Security Services	26,000.00	1,562.50	15,024.46	10,975.54	42%
20259100	Other Professional Services	33,000.00	328.00	2,295.00	30,705.00	93%
20289800	Other Operating Expenses Sup.	16,000.00		639.50	15,360.50	96%
	SUB-TOTAL	654,440.00	20,082.46	330,173.24	324,266.76	50%

Account Number	Expenditure Account	Budgeted 2024/2025	Current Expenditure	Expenditures to Date	Funds Available	% Left
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		1,244.91	55.09	4%
	SUB-TOTAL	1,300.00	-	1,244.91	55.09	4%
4000	FIXED ASSETS					
42420200	Struc. & Improvements	230,000.00	138,906.33	213,886.23	16,113.77	7%
43430300	Equipment	17,500.00		7,199.00	10,301.00	
	SUB-TOTAL	247,500.00	138,906.33	221,085.23	26,414.77	0%
	GRAND TOTAL	903,240.00	158,988.79	552,503.38	350,736.62	39%

**KENNETH GROVE EXPENDITURES
FOR THE MONTH ENDING
MARCH 31, 2025**

CLAIM #	ACCOUNT #	VENDOR	DESCRIPTION	AMOUNT
1907367648	20223600	US BANK NATIONAL ASSOCIAT	FUEL/LUBRICANTS	67.81
1907356719	20250500	LARRY BAIN	ACCOUNTING SERVICES	654.00

**ORANGEVALE RECREATION AND PARK DISTRICT - KENENTH GROVE ASSESSMENT
BUDGET EXPENDITURE DETAIL
FISCAL YEAR 2024/2025
MARCH 2025**

Account Number	Expenditure Account	Budgeted 2024/2025	Current Expenditures	Expenditures to Date	Funds Available	% Left
2000	SERVICES & SUPPLIES					
20200500	Advertise/Legal Notices	400.00		-	400.00	100%
20207600	Office Supplies	50.00		-	50.00	100%
20207602	Signs	50.00		-	50.00	100%
20210300	Agricultural/Horticultural Service	2,500.00		1,050.00	1,450.00	58%
20210400	Agricultural/Horticultural Supplies	1,500.00		-	1,500.00	100%
20219800	Water	850.00		632.90	217.10	26%
20223600	Fuel & Lubricants	1,000.00	67.81	796.57	203.43	20%
20250500	Accounting Services	680.00	654.00	654.00	26.00	4%
20252500	Engineering Services	1,000.00		2,837.50	(1,837.50)	-184%
20253100	Legal Services	100.00		-	100.00	100%
20256200	Transcribing Services	0.00		-	0.00	0%
20259100	Other Professional Services	100.00		-	100.00	100%
20289900	Other Operating Exp - Services	320.00		-	320.00	100%
20291500	COMPASS Costs	100.00		-	100.00	100%
20296200	GS Parking Charges	0.00		-	0.00	0%
	SUB-TOTAL	8,650.00	721.81	5,970.97	2,679.03	31%
4000	FIXED ASSETS					
42420200	Struc. & Improvements	16,000.00		-	16,000.00	0%
	SUB-TOTAL	16,000.00	-	-	16,000.00	0%
	GRAND TOTAL	24,650.00	721.81	5,970.97	18,679.03	76%

**GENERAL FUND EXPENDITURES
FOR THE MONTH ENDING
MARCH 31, 2025**

CLAIM #	ACCOUNT #	VENDOR	DESCRIPTION	AMOUNT
1907364707	20285100	BRADLEY TATUM	RECREATIONAL SERVICES	310.00

**ORANGEVALE RECREATION & PARK DISTRICT
PERSONNEL AND POLICY COMMITTEE MEETING
FRIDAY, APRIL 4, 2025
MEETING RECAP**

1. **CALL TO ORDER** *The meeting was called to order at 2:02 p.m.
Roll Call: Director Stickney, Director Meraz, and Administrator Herz*
2. **PUBLIC DISCUSSION** *There was no public discussion.*
3. **RECAP MINUTES FROM 02/48/25 MEETING** *The recap minutes were reviewed and accepted.*
4. **UNFINISHED BUSINESS** *There was no unfinished business.*
5. **NEW BUSINESS**
 - a. Review of the proposed Personnel Policy Manual updates for April 2025, including:
 - *The updated formatting of the Table of Contents was reviewed. The Committee is in support of the new formatting.*
 - *The Committee reviewed all new and updated policies including:*
 - *Updating job titles and language throughout the Manual.*
 - *Including the OVparks mission statement.*
 - *Including information about 9/80 work schedule and exempt employee status.*
 - *Including new part-time employee categories.*
 - *Updating wording in the Sick Leave policy.*
 - *Including the Juneteenth holiday and changing hours-worked on holidays to flextime.*
 - *Updating the Uniform policy to reflect current practices.*
 - *Adding an Employee Use of District Programs policy.*
 - *Adding a Lactation Accommodations and Reproductive Loss Leave policies.*
 - *Updating the Bereavement Leave policy.*
 - *Updating protected classes in the Policy against Harassment and Discrimination.*
 - *Note, this policy will need further updating.*
 - *Adding information about the Workplace Violence Prevention Policy.*
 - *Updating the Grievance Policy with legal review and adding a Statement of Grievance Form to the appendix.*
 - *Combining all of the policy acknowledgements into less pages.*
 - The Committee would like to submit the edited Personnel Policy Manual to the full Board of Directors with full support from the Personnel & Policy Committee.*
 - b. Discuss policies and timeline for the next series of Personnel Policy Manual updates.
 - *Policies that have been identified for review for the next update include:*
 - *Research Sick Leave hours and phone stipend amounts provided by other Districts.*
 - *Review the third paragraph of page 20.*
 - *Evaluate if 72 hours of Administrative Leave is sufficient for the District Administrator.*
 - *Update Harassment and Discrimination Prevention Policy.*
 - *Add a Whistleblower protection policy.*
 - *Review the Personal Action section.*
 - *Ask CAPRI for a comprehensive review to identify other areas that need update.*

6. **DIRECTOR'S AND STAFF'S COMMENTS** *No Comments.*

7. **ITEMS FOR NEXT AGENDA** *Next round of updates to be discussed in July*

8. **ADJOURNMENT** *4:07pm*

Sharon Brunberg

Manie Meraz

Lisa Montes

Arica Presinal

Mike Stickney

**ORANGEVALE RECREATION & PARK DISTRICT
ADMIN/FINANCE COMMITTEE MEETING
THURSDAY, APRIL 10
MEETING RECAP**

1. **CALL TO ORDER** *The meeting was called to order at 3:33 p.m.
Roll Call: Director Stickney, Director Brunberg, and Administrator Herz*
2. **PUBLIC DISCUSSION** *There was no public discussion.*
3. **UNFINISHED BUSINESS** *There was no unfinished business.*

4. **NEW BUSINESS**

A. Discussion of 2025 Salary Survey

The results of the Salary Survey show that only two job-classification salaries are currently below the 25% percentile (and only four salaries are currently below the 50% percentile) when compared to five similar agencies. The Committee decided to address those falling below the 25% percentile:

*The District Administrator position ranks -9.76 in the 25% percentile (-14.38 in the 50% percentile)
The Rec./Admin. Services Supervisor II ranks -2.4 in the 25% percentile (-8.08 in the 50% percentile)*

The Finance Committee recommends increasing the District Administrator pay scale by 5% at the start of the next fiscal year.

Considering discussions and recommendations from Admin. Herz, the Finance Committee recommends: Combining the Rec/Admin Supervisor II position with the Rec./Admin. Manager position and calibrating this position on a salary scale which would make this position 3% higher than the current Rec/Admin Supervisor II salary scale. This classification and salary adjustment is also recommended to take effect at the start of the next fiscal year.

The Committee asked Admin Herz to incorporate both of these changes in the FY 25/26 FY Preliminary Budget, and to bring the salary scale including both recommendations to the full Board of Directors for review and consideration at the June Meeting.

B. Discussion of proposed 2025 FT and PT Salary Scale Update – for May implementation

Admin. Herz proposed the addition of a position titled “Administrative Analyst” to the Full-Time salary scales. She informed the Committee that, due to recent staffing changes, she would like to adopt this change in May. Doing so would allow Admin Herz to implement the Administrative Department reorganization which the Board of Directors has requested. Admin Herz presented a draft for an updated District Org-Chart. Incorporating her research and extensive review of the Admin Department, Herz plans to create two positions in the Administrative Analyst job classification: “Admin Analyst – Finance”, and “Admin Analyst – HR & Contracts”. The dissolution of the Finance/HR Superintendent position will make this plan financially viable. Her proposed salary for the new position was compared to five similar agencies, and a slight adjustment was recommended by the Finance Committee.

The Committee supports Admin Herz bringing the proposed updates in the OVparks Salary Range Full Time Employees salary schedule to be implemented on May 25, 2025 to the Board of Directors for review and approval.

*Add the position of Administrative Analyst, starting at a Step 1 monthly salary of \$4880.
Dissolve the position of Finance/HR Superintendent.*

Admin. Herz presented a proposed salary scale for Part-time employees. When Admin Herz developed the 24/25 FY budget, she did so with the intent of making several changes to the part-time salary scale at the start of 2025 including: increasing entry-level positions by \$.50 to comply with minimum wage, increasing mid-level positions by \$.50-\$.75 to eliminate overlap with entry-level positions, increase senior-level positions by \$.75-\$1.50 to recruit and retain experienced staff, and adjust the Clerk

position to match the Rec. Specialist II positions due to the skill needed to perform that job. At the December 12, 2024 Board of Directors Meeting, Interim Administrator Greg Foell presented an updated part-time salary scale that included a \$.50 increase for all part-time employees, which was approved by the Board. Admin. Herz would like to adopt the other changes, which have already been accounted for in the current budget, before summer-seasonal hiring begins.

The Finance Committee supports the proposed update (attached in Staff Report 14b) to the OVParks SCERS Ineligible Employee Classifications Temporary/Seasonal PT Salary Scale, and asked Admin Herz to bring this item to the April 17, 2025 BOD meeting for the full Board to review and consider approval for an implementation date of April 27.

- C. Discussion of proposed COLA increases – for July implementation
The Consumer Price Index Report of the West Region was reviewed by the Committee. Over the past 12 months, the CPI has ranged from 2.1 – 3.7. The Committee asked Admin. Herz to provide preliminary budget options for both a 2% COLA, and a 2.5% COLA at the next Finance Committee meeting for considerations.
- D. Discussion of proposal for an auto-stipend for District Administrator
The Finance Committee supports granting the District Administrator an auto-stipend of \$200 per month. The Committee estimates that, due to retirement and social security benefits, the stipend will cost the District approximately \$220-\$240 per month. They asked Admin. Herz to bring the item to the full Board to review and consider for approval.
- E. Discussion of potential usage of Contingency in 24/25 FY Budget
Due to unexpectedly high Legal Fees in the 24/25 Fiscal Year, Admin Herz recommends that \$50,000 be transferred from the Contingency Fund to Legal Fees in the General Fund. The Finance Committee supports this recommendation and asked Admin. Herz to bring the item to the full Board to review and consider for approval.
- F. Discussion of early draft of the 25/26 FY Preliminary Budget
Admin. Herz presented an early draft of the 25/26 Preliminary Budget. The Finance Committee reviewed the draft and offered feedback. The recommendations will be incorporated in the 25/26 Preliminary Budget, to be presented at the next Finance Committee meeting.

5. **DIRECTOR’S AND STAFF’S COMMENTS** No Comments.

6. **ITEMS FOR NEXT AGENDA** Next meeting tentatively scheduled for April 28 at 2:00 p.m.
A. Review proposed 25/26 FY Preliminary Budget including CIP projects and COLA.

7. **ADJOURNMENT** 5:28 p.m.

NOTICE:

As presiding officer, the Chair has the authority to preserve order at all meetings, to remove or cause the removal of any person from any such meeting for disorderly conduct, or for making personal, impertinent, or slanderous remarks, using profanity, or becoming boisterous, threatening or personally abusive while addressing said meeting, and to enforce the rules of the meeting.

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

Directors can be reached at: director@ovparks.com

Sharon Brunberg

Manie Meraz

Lisa Montes

Arica Presinal

Mike Stickney

STAFF REPORT



DATE: 04-17-25

TO: Board of Directors

FROM: Becky Herz, District Administrator

SUBJECT: **MONTHLY ACTIVITY REPORT – MARCH 2025**

ADMINISTRATION ACTIVITY

- On March 5, Admin. Herz attended the CPRS District 2 Administrator Meeting in West Sacramento.
- On March 10, Admin. Herz and Superintendent Oropeza met with NorCal Security to discuss a month-to-month security agreement.
- On March 12, Admin Herz and Supervisor II Bain met with members of the Orangevale History Project to discuss the usage of park land.
- On March 13, Admin Herz lead NRPA on-line meeting to discuss the Quick Guides project.
- On March 14, Admin Herz attended the Orangevale Community Council Meeting.
- On March 17, Admin Herz attended the quarterly meeting with the Sacramento County Sheriff's Dept.

DISTRICT INFORMATION & UPDATES

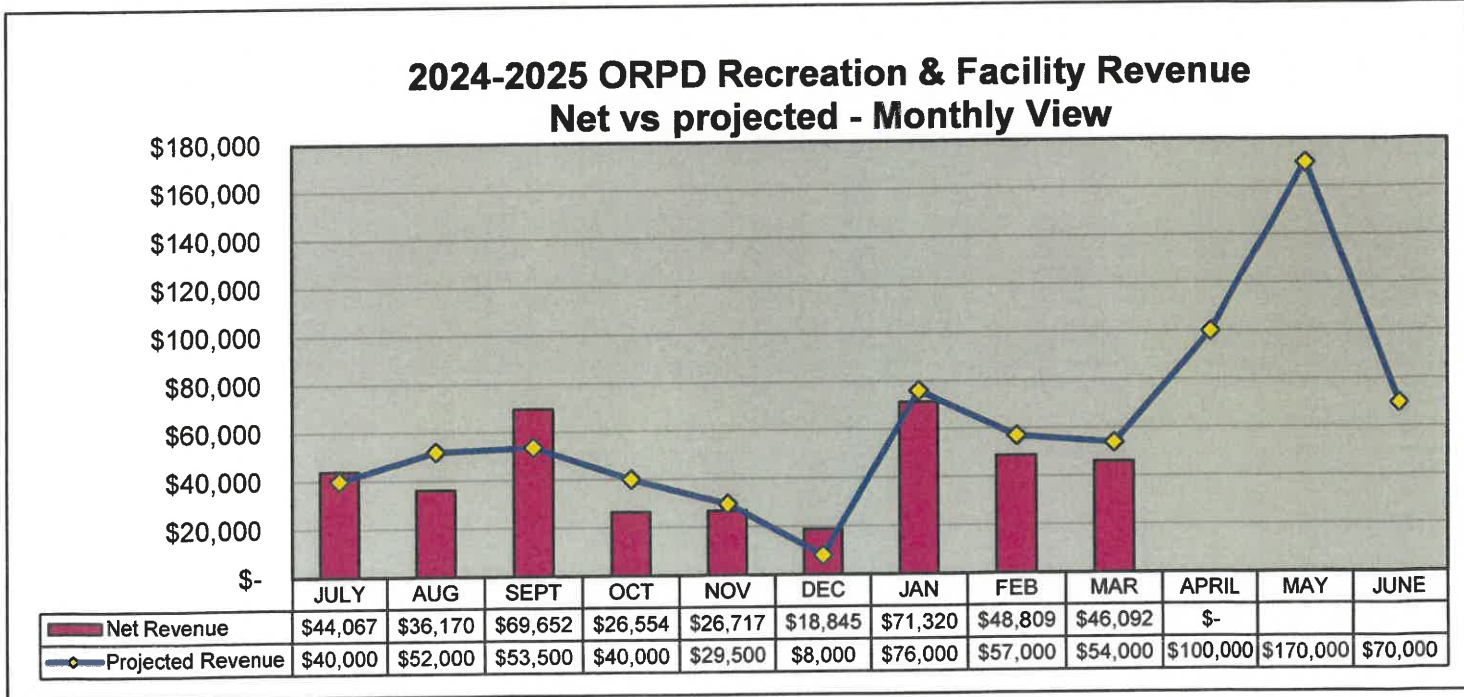
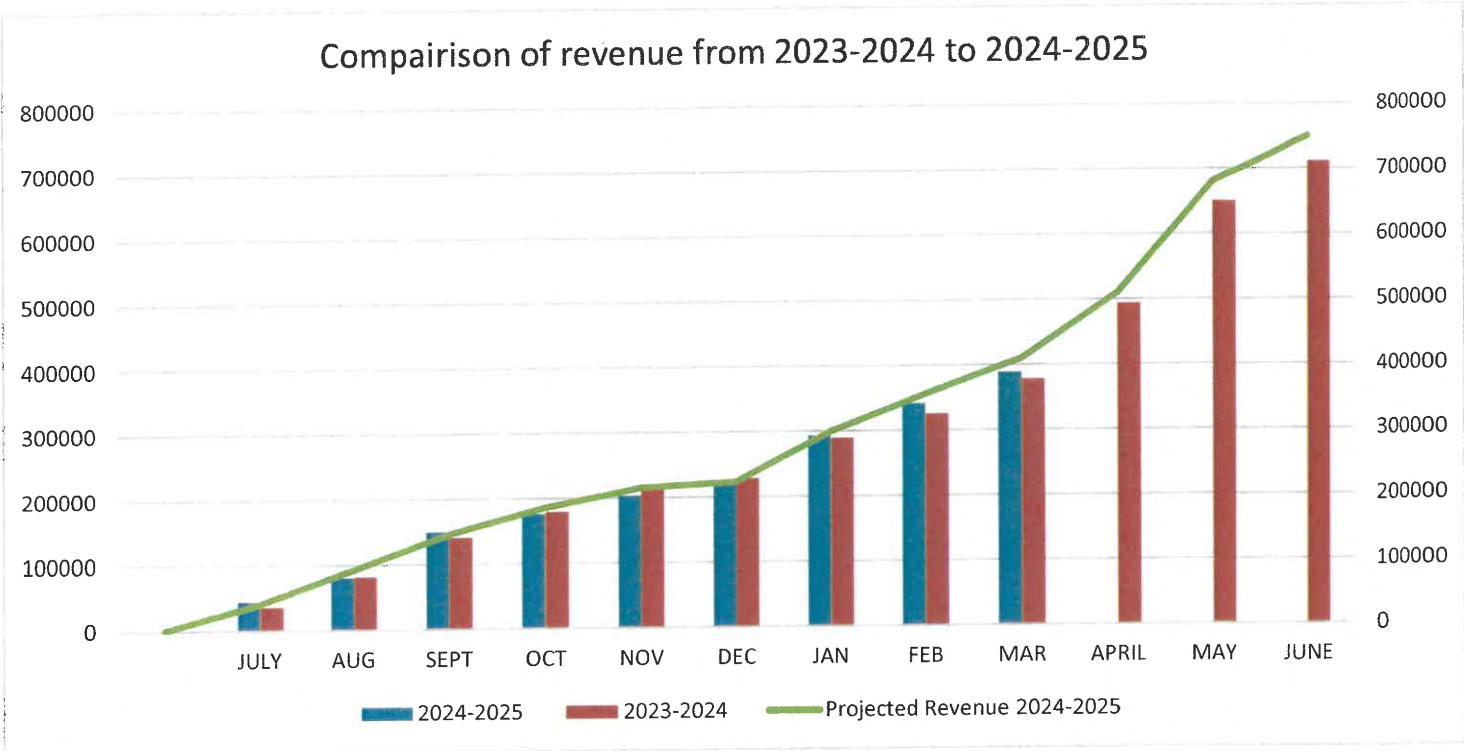
- On March 6, OVparks hosted the CPRS Youth Teen Resource Services (YTRS) Meeting. The regional meeting included training for preschool teachers and program supervisors. The event featured a presentation on program basics and foundation knowledge, as well as group discussions. This was a great opportunity for OVparks to network with other recreation professionals and support professional growth in our region.
- March 18 – 21, five members of the OVparks staff participated in the CPRS Annual Conference. Admin Herz attended the Administrator Section Intensive, participated in multiple learning sessions, assisted with the JEDI Counsel Booth in the convention hall, and facilitated a JEDI Resources Roundtable. Supervisors Bain and Woodford attend conference speaker events, educational sessions, and networking events. Coordinators Vickers and Gross supported the Conference Host Committee by volunteering for various roles throughout the conference and attending multiple speaker and educational sessions. Coordinator Vickers also attended the Recreational Therapy intensive.
- On March 19, OVparks hosted Supervisor Rodriguez's community outreach event. At the well-attended event, Supervisor Rodriguez shared County updates, expressed her appreciation for the Orangevale community, and engaged in discussions on a variety of community topics.

RECREATION Monthly Report: March 2025

March	Enrollment	Attendance	Gross Revenue
Active Adults			
Bridge	39		\$ 78.00
Men's 3 on 3 hoops	26		\$ 2,014.00
Mid Day Movie		21	
M.O.V.E. Bingo		10	
Active Adults Sub Total	65	31	\$ 2,092.00
Aquatics			
Learn to Kayak	1		\$ 92.00
Swim Clinic	54		\$ 3,202.00
Aquatics Sub Total	55	0	\$ 3,294.00
Classes			
Basic Horsemanship	9		\$ 960.00
Drivers Education	2		\$ 58.00
TRI Baby Sitting CPR	3		\$ 105.00
RTI Child and Babysitting Safety	2		\$ 120.00
RTI Pediatric CPR & First Aid	3		\$ 225.00
Social Dancing East Coast Swing	2		\$ 80.00
Social Dancing West Coast Swing	10		\$ 400.00
Ukulele Fretters	19		\$ 19.00
Classes Sub Total	50	0	\$ 1,967.00
Preschool			
Orange Blossoms	14		\$ 3,601.00
Preschool Sub Total	14	0	\$ 3,601.00
Sports & Fitness			
Aikido - Family Training	1		\$ 100.00
Aikido - Teen/Adult	4		\$ 588.00
Aikido - Youth	3		\$ 285.00
Byers Gymnastics Tot Gymnastics	2		\$ 240.00
Shotokan Youth Center Karate	5		\$ 1,100.00
Shotokan Grange Hall Karate	6		\$ 1,650.00
Shotokan Preschool Karate	1		\$ 163.00
Skyhawks Beach Volleyball	15		\$ 1,710.00
Skyhawks Pickleball Clinic	11		\$ 765.00
Skyhawks Soccer	14		\$ 1,105.00
Skyhawks Soccer Tots	9		\$ 765.00
Skyhawks Tennis Clinic	6		\$ 510.00
Skyhawks Track & Field Clinic	7		\$ 500.00
Top Notch Basketball League	174		\$ 21,375.00
Turns n Tumble - Baby Ballet	22		\$ 957.00
Turns n Tumble - Pre Ballet	15		\$ 572.00
Zumbini	9		\$ 360.00
Sports & Fitness Sub Total	294	0	\$ 32,745.00
Trips			
Collette Trips Rome	7		\$ 2,971.50
Day Trip Back To the Future	16		\$ 2,320.00

Trips Sub Total			\$	2,320.00
GRAND TOTAL	478	31	\$	46,019.00

March Gross Revenue Recap – March OTC (over-the-counter) revenue for combined recreation and facility rentals ended at \$46,092 which is \$7,908 below the projected amount and \$6,427 lower than March 2024. March recreation revenue came in at \$33,972 which is \$8,028 below the projected amount. The March facility revenue came in at \$12,120, which is \$120 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 March.*



PARKS Monthly Report: MARCH 2025

Park Infrastructure

- Staff continues with monthly playground inspections and making repairs on site as needed.
- Staff repaired 32ft of fence at Orangevale Community Park.
- Staff removed homeless leftovers form Pecan and Sundance Park again.
- Staff removed graffiti from Orangevale Community Park and Norma Hamlin Park.
- Staff repaired a toilet at Pecan Park.
- Two outlets and a timer switch were repaired by staff at the Orangevale Community Center.
- The garbage disposal was replaced by staff at Orangevale Community Center.
- The firewall vent to the Orangevale Community Center kitchen, which was not opening, was repaired.

Mechanics

- Staff continues to conduct basic maintenance on small engine equipment and mowers.
- Two edgers and a blower were fixed. The edger guard was replaced, and the blower's safety switch was repaired
- Staff tuned up the 2020 Ford F150.

Park Irrigation

- All irrigation is off.
- Staff continues with pool maintenance.
- A main line and a quick coupler were repaired at Disk Golf by staff.
- Staff repaired a drinking fountain and unclogged the drain at Almond Park.
- A valve was repaired at Disk Golf by staff.
- Staff started with the annual irrigation system checks.

Park Grounds

- Staff continues ongoing maintenance at all parks and trails (restrooms, trash, mowing, edging & blowing).
- Staff removed several small and large branches from Orangevale Community Park, Orangevale Community Center, and Almond Park.
- Staff reseeded the farmer's market area at Orangevale Community Center Park.
- All aeration to all sprots fields was completed by staff.

OVparks Photos of Interest: March 2025

Local Brownies Troop participating in Creek Week



Supervisor Rodregez hosting a Community Outreach meeting at Orangevale Community Center



OVparks Staff participating in the 2025 CPRS Annual Conference



STAFF REPORT



DATE: 4/17/25

TO: Board of Directors

FROM: Becky Herz, District Administrator

SUBJECT: APPROVAL OF THE UPDATE OF THE 24/25 ORANGEVALE RECREATION AND PARK DISTRICT SALARY RANGE FULL TIME EMPLOYEES SCHEDULE.

RECOMMENDATION

Approve the proposed update of the 24/25 Orangevale Recreation and Park District Salary Range Full Time Employee schedule.

BACKGROUND

At the February 20, 2025 OVparks Board Meeting, the Board instructed the District Administrator to research options for re-organizing the Administration Department to separate Human Resource and Finance duties, including the option of dissolving the Finance/HR Superintendent position.

At the April 10, 2025 Finance Committee meeting, the District Administrator presented a plan that included creating a new job classification for Administrative Analyst. The Finance Committee reviewed the proposal, considered salary survey information from five like-districts, analyzed the financial impact on the District, and discussed the timeline of implementation considering recent staffing changes. The Committee supports the proposed updates in the OVparks Salary Range Full Time Employees salary schedule to be implemented on May 25, 2025. The proposed changes include: The addition of the Administrative Analyst position, starting at a Step 1 monthly salary of \$4880, and the dissolution of the Finance/HR Superintendent position. The Administrative Analyst job classification will be a salary non-exempt classification.

RECOMMENDED MOTION

I move we approve the proposed update of the 24/25 Orangevale Recreation and Park District Salary Range Full Time Employees schedule.

**ORANGEVALE RECREATION AND PARK DISTRICT
SALARY RANGE FULL TIME EMPLOYEES**

JOB TITLE		May-25										LONGEVITY								
		1	2	3	4	5	6	7	8	9	10 Yrs 5%	15 Yrs 5%	20 Yrs 5%							
		CAT	POSITION																	
1	District Administrator	8,643	9,075	9,529	10,005	10,506	11,031	11,582	12,162	12,770										
2	Park and Recreation Superintendent	103,716	108,902	114,347	120,064	126,067	132,371	138,989	145,939	153,236										
		6,764	7,102	7,457	7,830	8,222	8,633	9,064	9,518	9,994										
		81,168	85,226	89,488	93,962	98,660	103,593	108,773	114,212	119,922										
3	Finance/Personnel and Recreation Manager	5,806	6,096	6,401	6,721	7,057	7,410	7,781	8,170	8,578										
		69,672	73,156	76,813	80,654	84,687	88,921	93,367	98,036	102,937										
4	Recreation Supervisor II	5,431	5,703	5,988	6,287	6,601	6,931	7,278	7,642	8,024										
		65,172	68,431	71,852	75,445	79,217	83,178	87,337	91,704	96,289										
5	Recreation Supervisor I, Admin Services Supervisor I	5,171	5,430	5,701	5,986	6,285	6,600	6,930	7,276	7,640										
		62,052	65,155	68,412	71,833	75,425	79,196	83,156	87,313	91,679										
6	Maintenance Worker Foreman	4,921	5,167	5,425	5,697	5,982	6,281	6,595	6,924	7,271										
		59,052	62,005	65,105	68,360	71,778	75,367	79,135	83,092	87,247										
7	Administrative Analyst	4,880	5,124	5,380	5,649	5,932	6,228	6,540	6,867	7,210										
		58,560	61,488	64,562	67,791	71,180	74,739	78,476	82,400	86,520										
8	Recreation Coordinator, Maintenance Worker III	4,129	4,335	4,552	4,780	5,019	5,270	5,533	5,810	6,100										
		49,548	52,025	54,627	57,358	60,226	63,237	66,399	69,719	73,205										
9	Maint Worker II, Admin Services Clerk II, Build Cust/Host II	3,957	4,155	4,363	4,581	4,810	5,050	5,303	5,568	5,846										
		47,484	49,858	52,351	54,969	57,717	60,603	63,633	66,815	70,155										
10	Maint Worker I, Build Cust/Host, Admin Services Clerk I	3,453	3,626	3,807	3,997	4,197	4,407	4,627	4,859	5,102										
		41,436	43,508	45,683	47,967	50,366	52,884	55,528	58,305	61,220										

STAFF REPORT



DATE: 4/17/25

TO: Board of Directors

FROM: Becky Herz, District Administrator

SUBJECT: APPROVE THE APRIL 27, 2025 UPDATE OF THE ORANGEVALE RECREATION AND PARK DISTRICT TEMPORARY/SEASONAL PART-TIME SALARY SCALE FOR SCERS INELEGIBLE EMPLOYEE CLASSIFICATIONS

RECOMMENDATION

Approve the proposed April 27, 2025 update to the Orangevale Recreation and Park District SCERS Temporary/Seasonal Part-Time Salary Scale for the SCERS Ineligible Employee Classifications

BACKGROUND

At the December 5, 2024 OVparks Board Meeting, a salary scale was approved for part-time employees. That salary scale, proposed by Former Finance/HR Superintendent Jennifer Von Aesch and Former Interim District Administrator Greg Foell, met the legal parameters of the CA minimum wage increase, but did not take into account additional salary adjustments increases that were factored into the FY 24/25 Budget.

The proposed update was reviewed by the Finance Committee at the April 10, 2025 meeting. It includes small increases to returning employees and part time staff with higher levels of experience and expertise. It is designed to eliminate pay-scale overlap, improve staff retention, and recognize staff who work in jobs that require a higher level of responsibility and skill. The Finance Committee recommends the adoption of the update on April 27, 2025, so that seasonal staff can be hired on the updated pay scales.

RECOMMENDED MOTION

I move we approve the proposed April 27, 2025 update to the Orangevale Recreation and Park District SCERS Temporary/Seasonal Part-Time Salary Scale for the SCERS Ineligible Employee Classifications.

Comparison of OVparks Temporary/Seasonal PT Salary Scale for SCERS Ineligible Employees Classifications

	Proposed for April 27, 2025			Current as of Jan 1, 2025			Top Step Change	
	Step A	Step B	Step C	Step A	Step B	Step C		
	Admin	Clerk	19.00	19.50	20.00	17.75		18.00
	Offica Assist 3	17.75	18.00		17.00	17.25		0.75
	Office Assist 2	17.00	17.25		16.75	17.00		0.25
	Office Assist 1	16.50			16.50			No change
Parks	PMW 3	18.00	18.50	19.00	17.75	18.00	18.25	0.75
	PMW 2	17.25	17.50		17.00	17.25		0.25
	PMW 1	16.75	17.00		16.75	17.00		No change
Recreation	Rec Specialist 2	19.00	19.50	20.00	18.75	19.00	19.25	0.75
	Rec Specialist 1	17.75	18.00	18.25	17.75	18.00	18.25	No change
	Preschool Teacher 2	19.00	19.50	20.00	18.75	19.00	19.25	0.75
	Preschool Teacher 1	17.75	18.00	18.25	17.75	18.00	18.25	No change
	Rec Leader 2	16.75	17.00		16.75	17.00		No change
	Rec Leader	16.50			16.50			No change
	Facility Host 2	17.25	17.50		17.00	17.25		0.25
	Facility Host 1	16.75	17.00		16.75	17.00		No change
Aquatics	Pool Manager	18.00	18.50	19.00	17.75	18.00	18.25	0.75
	Sr Lifeguard	17.25	17.50		17.00	17.25		0.25
	Swim Inst	17.00	17.25		16.75	17.00		0.25
	Lifeguard	16.75			16.50			0.25
	Cashier/Swim Aide	16.50			16.50			No change
	Swim Coach	18.00	18.50	19.00	17.75	18.00	18.25	0.75
	Asst. Swim Coach	17.25	17.50		17.00	17.25		0.25
	Swim Team Assist.	16.50	16.75		16.50			0.25
Intermittant	Coach							No change
	Instructor							No change
			\$400-\$500	60%-65% program commission		\$400-\$500	60%-65% program commission	

**OVparks April 27, 2025 Temporary/Seasonal PT Salary Scale
for SCERS Ineligible Employees Classifications**

		Step A	Step B	Step C
Admin	Clerk	19.00	19.50	20.00
	Offica Assist 3	17.75	18.00	
	Office Assist 2	17.00	17.25	
	Office Assist 1	16.50		
Parks	PMW 3	18.00	18.50	19.00
	PMW 2	17.25	17.50	
	PMW 1	16.75	17.00	
Recreation	Rec Specialist 2	19.00	19.50	20.00
	Rec Specialist 1	17.75	18.00	18.25
	Preschool Teacher 2	19.00	19.50	20.00
	Preschool Teacher 1	17.75	18.00	18.25
	Rec Leader 2	16.75	17.00	
	Rec Leader	16.50		
	Facility Host 2	17.25	17.50	
	Facility Host 1	16.75	17.00	
Aquatics	Pool Manager	18.00	18.50	19.00
	Sr Lifeguard	17.25	17.50	
	Swim Inst	17.00	17.25	
	Lifeguard	16.75		
	Cashier/Swim Aide	16.50		
	Swim Coach	18.00	18.50	19.00
	Asst. Swim Coach	17.25	17.50	
	Swim Team Assist.	16.50	16.75	
Intermitant	Coach	\$400-\$500		
	Instructor	60%-65% program commission		

STAFF REPORT



DATE: 4/17/25

TO: Board of Directors

FROM: Becky Herz, District Administrator

SUBJECT: APPROVAL OF THE IMPLEMENTATION OF A \$200 AUTO-STIPEND FOR THE DISTRICT ADMINISTRATOR

RECOMMENDATION

Approve the recommendation from the Finance Committee that the District Administrator receive an auto-allowance, in the form of a \$200 monthly stipend instead of mileage reimbursement.

BACKGROUND

The District Administrator currently receives mileage reimbursement for some of her travel expenses. Due to the nature of her job, which involves many aspects of community outreach and interaction, she does not currently claim all the miles she travels in association with her role with OVparks. She requested that the Finance Committee review the appropriateness of a monthly auto-stipend at the April 10, 2025, Finance Committee Meeting.

A 2024 Benchmark report from a neighboring District reported that half of other similar agencies provide monthly allowances ranging from \$200-\$500, with a median of \$395. An informal survey of other District Administrators and General Managers indicated that approximately two-thirds of local Park and Recreation executives receive a monthly auto allowance, ranging from \$200-\$600.

The Finance Committee supports the implementation of a \$200 auto-stipend, noting that the expense to the District will be between \$220-\$240 due to the stipend's effect on other aspects of payroll. This additional allowance would not exceed the funds allocated for Salaries and Benefits in the 24/25 FY Budget. If an auto-allowance is adopted in April, the District Administrator will cease filing mileage reimbursement after March 31, 2025.

RECOMMENDED MOTION

I move we approve the implementation of a \$200 monthly auto-stipend for the District Administrator, starting with the April 27, 2025, payroll.

STAFF REPORT



DATE: 4/17/25

TO: Board of Directors

FROM: Becky Herz, District Administrator

SUBJECT: APPROVAL OF RESOLUTION #25-04-737, A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ORANGEVALE RECREATION AND PARK DISTRICT, COUNTY OF SACRAMENTO, STATE OF CALIFORNIA, APPROVING A BUDGET AMENDMENT TO THE GENERAL FUND FINAL BUDGET FOR FISCAL YEAR 2024/2025

RECOMMENDATION

Approve Resolution #25-04-737, a Resolution of the Board of Directors of the Orangevale Recreation and Park District, County of Sacramento, State of California, approving a budget amendment to the General Fund Final Budget for Fiscal Year 2024/2025.

BACKGROUND

In the 24/25 FY Final Budget, OVparks designated \$60,000 of General Funds as Contingency Funds. These funds were not allocated for a specific expenditure but were to remain accessible within the 24/25 FY Budget if unforeseen expenses were to arise.

Due to unforeseen legal expenses, utilization of Contingency Funds is necessary to maintain the District's current level of service to the community.

In the April 10, 2025, Finance Committee Meeting, the Finance Committee reviewed the overages in Legal Services spending and recommended this allocation of \$50,000 Contingency Funds. The balance of the Contingency Appropriations would become \$10,000, and could only be utilized if a second budget adjustment is initiated.

RECOMMENDED MOTION

I move that we approve Resolution #25-04-737, a Resolution of the Board of Directors of the Orangevale Recreation and Park District, County of Sacramento, State of California, approving a budget amendment to the General Fund Final Budget for Fiscal Year 2024/2025.



RESOLUTION NO: 25-04-737

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ORANGEVALE RECREATION AND PARK DISTRICT, COUNTY OF SACRAMENTO, STATE OF CALIFORNIA, APPROVING A BUDGET AMENDMENT TO THE GENERAL FUND FINAL BUDGET FOR FISCAL YEAR 2024/2025

WHEREAS, Contingency Allocations (account 332A-79790100) was established in the General Fund Final Budget for Fiscal Year 2024/2025, for unspecified unexpected expenditures; and

WHEREAS, the Orangevale Recreation and Park District experienced unexpected expenditures in the Legal Services (account 332A-20253100), during the Fiscal Year 2024/2025; and

THEREFORE, IT IS HEREBY RESOLVED that the Orangevale Recreation and Park District approves this budget amendment to the General Fund Final Budget for Fiscal Year 2024/2025:

- Decrease Contingency Allocation Account 332A-79790100 by \$50,000
- Increase Legal Services Expenditure Account 332A-20253100 by \$50,000

ON A MOTION by Director _____, seconded by Director _____, the foregoing Resolution was passed and adopted this 17th day of April 2025 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

APPROVED: _____
Chair, Board of Directors

ATTEST: _____
Clerk of the Board

6826 Hazel Avenue
Orangevale, CA 95662
916-988-4373
OVparks.com

STAFF REPORT



DATE: 4/17/25

TO: Board of Directors

FROM: Becky Herz, District Administrator

SUBJECT: APPROVAL OF THE APRIL 2025 EDITION OF THE OVPARKS PERSONNEL POLICY MANUAL

RECOMMENDATION

Approve the draft of the April 2025 Personnel Policy Manual and direct staff to make it the official Personnel Policy Manual by replacing the February 2023 edition with this updated edition.

BACKGROUND

Staff has been working with the Personnel and Policy Committee and legal counsel to update the Personnel and Policy Manual. This updated draft includes an overall re-ordering of policies and the Table of Contents. Job titles and language are updated throughout the draft manual. Policies have been updated to match current District practices including new options for work schedules, types of employment status, holidays and benefits. Additional policies have been added and/or changed to meet legal requirements including Sick Leave, Bereavement Leave, Reproductive Loss Leave, and Lactation Accommodations. The Grievance Policy has been fully re-written, reviewed by legal counsel, and is accompanied by a Statement of Grievance Form in the appendix.

The Personnel and Policy Committee has reviewed the April 2025 edition of the Personnel Policy Manual in its entirety and recommends approval by the Board of Directors.

ATTACHMENT

The draft of the April 2025 Personnel Policy Manual is provided as an attachment, with all language and policy changes highlighted in yellow. The re-ordering changes are incorporated in the draft but are not presented in a format that tracks-changes.

RECOMMENDED MOTION

I move we approve the draft of the April 2025 OVParks Personnel Policy Manual and direct staff to make it the official Personnel Policy Manual by replacing the February 2023 edition with this updated edition.



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April 1, 2025

The Honorable Timothy S. Grayson
California State Senate
1021 O Street, Room 7250
Sacramento, CA 95814

Re: Senate Bill 315 – Quimby Act – Notice of Opposition (As Amended March 17, 2025)

Dear Senator Grayson:

The California Association of Recreation and Park Districts (CARPD) respectfully submits its strong opposition to Senate Bill (SB) 315. We believe this legislation would severely impede the improvement of existing parks and the development of new parks throughout California.

CARPD is a statewide association of recreation and park districts governed by independently elected local officials. Our members are vital stewards of California's local parks and open spaces, providing essential services and critical community infrastructure. We offer diverse recreation programs and serve as central hubs for millions of residents daily. Beyond recreation, our facilities play a crucial role in public safety, functioning as emergency staging areas during crises. Our parks, open spaces and facilities act as vital fuel breaks for wildfires, while our programs contribute to community health, youth development, and social cohesion. CARPD members are integral to the resilience and well-being of California's communities.

SB 315 would limit the amount of land dedication that a city or county can require of a developer to no more than 25% of the total acreage of an infill housing development. The bill would limit the number of acres of land used to calculate a park in-lieu fee, also known as a Quimby fee, to the proportional amount. SB 315 would also prohibit a Quimby fee altogether if the development is located within one-half mile of an existing park. In short, our members believe that this measure:

- **Ignores Cumulative Impacts New Zoning Laws Have on Changing Communities**
- **Giveaway to Developers with No Public Benefit**
- **Causes Bleak and Arbitrary Increases in Park Inequity**
- **Bad for the Environment and for Public Health**
- **Fundamentally Flawed with Vague Definitions**

The Quimby Act, originally enacted in 1965 through Assembly Bill 1150 and now codified in Government Code Section 66477, forms the foundation of park development in California. This legislation empowers local governments to require developers to either dedicate land or pay in-lieu fees for the creation of parks and recreational facilities within new residential subdivisions.

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The Act’s primary objective was to ensure that urban expansion would be accompanied by adequate open spaces, designed to promote the health, safety, and general welfare of growing communities. This foresight has resulted in the extensive park system that millions of Californians enjoy today. Importantly, Quimby fees are structured to directly benefit the residents of the developments from which they are generated, creating a direct link between new housing and essential recreational spaces. The Act continues to play a crucial role in maintaining the balance between urban development and accessible green spaces across California. The vast majority of California’s regional parks would not have come into existence without the Quimby Act. SB 315 is therefore striking at the fundamental basis for recreation and park facilities in California.

The amount of parkland that a local agency can require under the Quimby Act is limited to three acres (or in some cases five) per 1,000 residents of the development. Alternatively, a developer can pay a fee in-lieu of a land dedication. This in-lieu fee, also known as a Quimby fee, is calculated formulaically by multiplying the number of acres of parkland that would have been required to have been dedicated by the per-acre fair market value of land in the community. Quimby fees are not income used to sustain operations or conduct maintenance. They are restricted, separate funds utilized only for purchasing the land for a new park, or increasing the capacity, the serviceability, and/or the lifespan of an existing park.

Quimby Act Land Dedication Calculation

amount of land required	=	average number of persons per dwelling unit	x	1,000 population ÷ park acreage standard (3 acres)
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Ignores Cumulative Impacts New Zoning Laws Have on Changing Communities

The proponents of this measure claim that SB 315 is reasonable and would have limited application given that it is focused on infill housing development. This logic fails to recognize the massive densities granted through the hundreds of new land use laws swiftly advanced by the Legislature over the past six years, including the ability for vacant retail and office space now being converted to high-density market rate multifamily housing. At the time of development, these were commercial and industrial zoned properties that were never subject to Quimby. In this ever-changing landscape of rapidly growing communities, we need to assess the impacts that a sweeping bill like this would have on California communities.

For example, our analysis of the City of Pleasant Hill’s Housing Element and designated sites for infill/rezoning reveals significant implications for park space requirements under SB 315. The analysis evaluated 11 sites with potential to accommodate between 1,644 and 3,290 new residents. Geographical assessment shows that all but one of these sites are within a half-mile radius of an existing park, most of which are adjacent to a park that is simply a field with park benches. However, only three sites currently meet the standard of 3 acres of parkland per 1,000 residents, primarily due to their proximity to the City’s largest park. The remaining sites are classified as “park poor,” a legally recognized term indicating areas with insufficient access to parkland.¹

¹ https://www.parks.ca.gov/?page_id=31158

While only one example, this analysis underscores the importance of carefully considering parkland requirements in relation to new housing developments, particularly in areas already designated as park poor.

Giveaway to Developers with No Public Benefit

SB 315 appears to be another developer giveaway that disproportionately benefits developers at the expense of community interests. The bill compromises community benefits while favoring for-profit corporations that do not have long-term stakes in the affected areas. This imbalance raises questions about the equitable distribution of benefits and burdens in community development. A more balanced approach is needed to ensure that any concessions or fee reductions result in tangible benefits for residents and communities, not just increased profit margins for developers. Transparency mechanisms and accountability measures should be integral components of any legislation that aims to modify existing fee structures or community benefit requirements.

Our members acknowledge the challenges of land dedication for infill developments in urbanized areas. While the proponents of SB 315 may highlight high fees in certain jurisdictions, these cases are outliers. The highest Quimby fees are found in Santa Clara County, which has arguably the highest land values in the country—let alone in the state. However, the *average* Quimby fee across California is approximately \$11,000, far lower than these extreme examples. This average fee represents a small fraction of overall development costs yet plays a critical role in maintaining parks and recreational facilities that millions of Californians rely on daily. We believe that the vast majority of Californians should not be deprived of essential community assets due to concerns over fee levels in a tiny percentage of jurisdictions.

Modifying the Quimby Act based on exceptional cases risks undermining a system that has successfully balanced development needs with community benefits for decades. The Legislature's focus should be on solutions that address specific challenges in high-value areas without compromising the park and recreation needs of communities across California.

SB 315 proposes significant benefits to developers without implementing corresponding transparency measures. In recent years, numerous legislative measures have been enacted to reduce, cap, postpone, or defer development-related fees. However, these initiatives have not been accompanied by requirements for developers to demonstrate how these cost savings translate into lower prices for buyers or reduced rents for tenants. The lack of empirical evidence showing a direct correlation between these “developer giveaways” and decreased housing costs for consumers is concerning. Quimby fees, which typically constitute a low single-digit percentage of a project's overall cost, play a crucial role in maintaining the high standard of park amenities that residents have enjoyed for decades.

Moreover, limiting required land dedication to no more than 25% of the acreage of an infill development is not the answer to the housing crisis. This provision would mean that if a new development is 10 acres, the maximum amount of new parkland would be 2.5 acres, a significant decrease from the current average size of a park at around 15 acres. This approach punishes residents who live in denser communities and makes for irresponsible urban growth. The Quimby fee formula is currently three acres per every 1,000 residents. If a new development is 10 acres and has 6,000 residents, that means that the land dedication would be 6 acres. Under SB 315, that would mean a greater than 50% reduction in available parkland for these new residents.

SB 315 would also prohibit a Quimby fee if there is an existing park within one-half mile of the infill development. This requirement will be particularly damaging to residents near the new development. First, it will mean that existing parks in the community will become overloaded, diminishing their availability and enjoyability. Further, it will increase the cost of maintaining existing parks due to their heavier usage.

Although development has been prioritized, it has not actually translated to cost savings to a purchaser in any respect, or to more development. People want to enjoy parks as part of their community's environment and SB 315 will deprive residents of the benefits that parks provide. SB 315 therefore doubles down on what has not worked in the recent past. Our members understand that there is a housing crisis and that developers play an important role in the solution. Nonetheless, developers must be responsible partners in urban growth.

Causes Bleak and Arbitrary Increases in Park Inequity

SB 315 would drastically cut funding for new parks by limiting the required parkland dedication or in-lieu fees to 25% of the total development acreage. This arbitrary limit significantly reduces resources for park development, especially in densely populated areas where infill housing is common.

The bill's impact would be severe:

1. It drastically reduces parkland availability, far below the standard of three acres per 1,000 residents.
2. The resulting parkland would be classified as a "critically underserved community" by the California Department of Parks and Recreation.²
3. It exacerbates existing inequities in park access, particularly affecting low-income communities that rely on public parks for recreation and social interaction.
4. It overrides local decision-making processes, preventing communities from tailoring park requirements to their specific needs.

Research by the Trust for Public Land shows that historically underserved neighborhoods already have 44% less park space than other areas.³ Limited access to green spaces contributes to increased rates of obesity, depression, and heart disease—conditions that disproportionately affect disadvantaged communities.⁴

Parks are vital for community health, providing opportunities for physical exercise, community activities, and even serving as critical infrastructure during crises like the COVID-19 pandemic and the recent unprecedented wildfires. By severely limiting park development resources, SB 315 threatens to worsen existing health disparities and reduce quality of life, particularly in already underserved areas. This bill's one-size-fits-all approach fails to consider the varying needs of different communities and could have severe long-term consequences for the sustainability and quality of California's parks and the health of its residents.⁵

² https://www.parksforcalifornia.org/park_equity

³ <https://www.tpl.org/parks-and-an-equitable-recovery-parkscore-report>

⁴ <https://thehill.com/changing-america/opinion/555500-lack-of-green-spaces-in-under-represented-communities-is-a-health/>

⁵ <https://innovation.luskin.ucla.edu/2022/11/16/federal-park-funding-reaches-underserved-communities-but-more-can-be-done/>

Bad for the Environment and for Public Health

Trees and vegetation play an important role in improving air quality by reducing various pollutants from the air such as ozone, sulfur dioxide, and particulate matter. The greater the land area of greenery, the greater these benefits for nearby residents. Trees and vegetation also play an important role in absorbing and storing carbon. Parks therefore play a crucial role in improving local air quality and mitigating climate change, as well as being an important dimension of a community's sustainability.⁶ SB 315, by reducing the amount of future parkland and kneecapping a local agency's ability to rehabilitate existing parkland to accommodate for large increases in new users, would decrease urban air quality and make it more difficult for California's long-term climate goals to come to fruition.

The amenities and services offered by parks and community centers are crucial in improving the overall health of communities. Californians have been grappling with mental health issues plaguing the entire country for several years; loneliness has been trending up and face-to-face interactions have been trending down.⁷ Parks offer inclusive spaces and services to residents that directly combat these issues. Team sports, art classes, summer camps, swim classes, and nature walks are among just some of the community building services cities and recreation and park districts offer on their parkland. Parks provide necessary natural spaces for gathering, socializing, and building community, all aspects of life crucial to improving mental health, especially in disadvantaged areas.⁸

Reducing parkland available to California's most vulnerable communities will only exacerbate physical and mental health disparities. Parks need to be able to provide spaces and services to improve the health of the most disadvantaged Californians. Parks need funding to thrive and do what they're meant to do: serve residents and improve lives. We've been led to believe that access to green space is a luxury when, in fact, it is a *necessity* for all Californians to live happy and healthy lives—something that the California State Legislature should prioritize.

Fundamentally Flawed with Vague Definitions

SB 315 is riddled with vague, undefined terms and fails to address crucial aspects of community planning and safety. The bill lacks clear definitions for critical terms like "infill housing" and "park," leaving room for misinterpretation and potential exploitation. It neglects to consider park poor communities or the complexities of urban landscapes divided by highways or other barriers that affect park accessibility. This shortsighted approach undermines the fundamental need for expanding and rehabilitating regional parks as our economy and urban areas grow.

Parks are not luxuries but necessities, serving multiple vital functions beyond recreation. They act as gathering spaces, emergency staging areas during crises like school shootings and wildfires, and even as natural firebreaks. During recent Los Angeles wildfires, parks saved lives by providing safe havens and impeding flame spread. By potentially limiting park development, SB 315 not only threatens community well-being but also overlooks parks' critical role in public safety and disaster resilience. This policy approach demonstrates a profound lack of understanding of the multifaceted importance of parks in our increasingly urbanized society.

⁶ <https://research.fs.usda.gov/treesearch/52881>

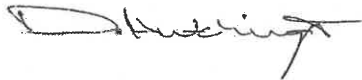
⁷ <https://www.hhs.gov/sites/default/files/surgeon-general-social-connection-advisory.pdf>

⁸ https://www.nrpa.org/uploadedFiles/nrpa.org/Publications_and_Research/Research/Papers/Parks-Rec-Underserved-Areas.pdf

SB 315 represents a fundamental attack on new and existing parkland in California. It would cause severe negative consequences for millions of Californians' daily quality of life. Our park districts rely on funding from the Quimby Act to plan and develop parks that meet the needs of our communities. The proposed changes in SB 315 would jeopardize our ability to fulfill this mission and would leave parks behind in future urban development.

For all of the reasons stated in this letter, we must oppose SB 315. Should you have any questions, please contact me at 916-974-9270.

Sincerely,



Dane Hutchings
Legislative Representative
California Association of Recreation and Park Districts

CC: Members and Staff of the Senate Local Government Committee
Assembly Speaker Robert Rivas
Senate Majority Leader Mike McGuire
Office of Governor Gavin Newsom