

# ORANGEVALE RECREATION & PARK DISTRICT

## Minutes of Meeting of Board of Directors April 8, 2021

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on April 8, 2021 at the District Office and on Zoom. Director Stickney called the meeting to order at 6:30 p.m.

Directors present: Stickney, Swenson, Meraz, Brunberg, Montes,  
Directors absent: None  
Staff present: Barry Ross, District Administrator  
Jennifer Von Aesch, Finance/HR Superintendent  
Horacio Oropeza, Park Superintendent  
Jason Bain, Recreation Supervisor  
Melyssa Woodford, Admin. Services Supervisor  
Nadia Roberts, Recreation Coordinator

3. **PLEDGE OF ALLEGIANCE** The Pledge of Allegiance was conducted.
4. **APPROVAL OF AGENDA**  
**MOTION #1** On a motion by Director Meraz, seconded by Director Stickney, the agenda was approved by a vote of 5-0-0 with Directors Stickney, Swenson, Brunberg, Meraz, and Montes voting Aye. There were no Nays or Abstentions.
5. **PUBLIC DISCUSSION** No one wished to address the Board during public discussion.
6. **MINUTES**  
**MOTION #2**
  - a) Approval of Minutes of the Special Meeting March 3, 2021 (pg 1-2): On a motion by Director Montes seconded by Director Stickney, the minutes were approved by a vote of 4-0-1 with Directors Stickney, Meraz, Brunberg, & Montes voting Aye. There were no Nays. Director Swenson abstained.
  - b) Approval of Minutes of the Regular Meeting March 11, 2021 (pg 3-13): On a motion by Director Montes seconded by Director Swenson, the minutes were approved by a vote of 5-0-0 with Directors Stickney, Meraz, Brunberg, Swenson, & Montes voting Aye. There were no Nays or Abstentions.  
**MOTION #3**
7. **CORRESPONDENCE**
  - a) Facebook post from Chris Salcone thanking those responsible for the great job preparing the Shady Oaks Disc Golf Course for the St. Patrick's Tournament (pg 14): Admin Ross shared kudos received complimenting the park maintenance staff for their efforts in preparation for the tournament at Shady Oaks Disc Golf Course.

- b) Phone message from District Resident, Andrew Russell, complimenting Park Maintenance staff for the nice gardening/landscaping in Orangevale Community Park (pg 15): Admin Ross shared a phone message received complimenting the park maintenance staff for their landscaping efforts at the Orangevale Community Park
8. **CONSENT CALENDAR**
- a) To be addressed at the May 2021 Board of Directors Meeting.
- 8.1. **CONSENT MATTERS GENERAL FUND**
- a) Ratification of Claims for March 2021
  - b) Budget Status Report for March 2021
  - c) Revenue Report for March 2021  
To be addressed at the May 2021 Board of Directors Meeting.
- 8.2. **OLLAD CONSENT MATTERS**
- a) Ratification of Claims for March 2021
  - b) Budget Status Report for March 2021  
To be addressed at the May 2021 Board of Directors Meeting.
- 8.3. **KENNETH GROVE CONSENT MATTERS**
- a) Ratification of Claims for March 2021
  - b) Budget Status Report for March 2021  
To be addressed at the May 2021 Board of Directors Meeting.
9. **NON-CONSENT MATTERS GENERAL FUND**
- a) To be addressed at the May 2021 Board of Directors Meeting.
10. **STANDING COMMITTEE REPORTS**
- a) Administration and Finance: No report.
  - b) Maintenance and Operation: No report.
  - c) Recreation Committee: No report.
  - d) Personnel & Policy: No report.
  - e) Government: No report.
  - f) Planning Committee: No report.
  - g) Trails Committee: Trails Committee: No report.
  - h) Ad Hoc: No report.
11. **ADMINISTRATOR'S REPORT**
- a) Monthly Activity Report – March 2021 (pg 16-20): On March 12, Administrator Ross visited the St. Patrick's Tournament at Shady Oaks Disc Golf Course. The tournament was well organized, the course was in nice condition, and the participants

appeared to be enjoying the competition while demonstrating excellent disc golf skills.

On March 15, Administrator Ross participated in a tour of three farms in Orangevale: Common Kettle, Orangevale Fruit Company, and Heirloom. The tour was led by Marga Brunner and Brad Squires. Marga manages the Orangevale Farmers Market, and this tour was helpful to learn more about the farms that contribute to the market that is scheduled to begin at Orangevale Community Park in May. The tour was very impressive, and it helped gain a better perspective of the value of working farms in our community.

On March 19, Administrator Ross, Supervisor Bain, and Coordinator Roberts participated in a meeting with San Juan Unified School District administrative staff along with other park and recreation district staff, and the Aerospace Museum. The purpose of the meeting was to learn more about SJUSD's program to help fund students wishing to participate in various summer programs. SJUSD is planning on hosting programs on school campuses as well as sending students to existing programs within the communities they serve. We are informing SJUSD of programs available at OVparks. SJUSD will be providing funding to students to enroll in programs through Covid relief funding they have received. A follow-up meeting will be held Friday, April 16<sup>th</sup> to acquire more information about the program and how applicable it is to OVparks.

On March 23, Admin Ross had a phone meeting with Jon Isom, Financial Advisor with a specialty in helping districts with general obligation bonds. The purpose of the meeting was for Mr. Isom to share with Admin Ross what steps have been taken, and what data has been collected so far with OVparks efforts in preparing for a GO bond campaign.

Recreation Coordinator Roberts was the guest speaker for a Parks & Recreation class from American River College on March 25, 2021. Admin Ross extended kudos to Nadia for stepping up to speak at this class. Positive feedback was received from Professor Louis Baiz of American River College.

On March 26, Admin Ross attended a meeting with CSDA representative, Matt Duarte, and several District Administrators within Sacramento County. The purpose of the meeting was to discuss plans to make a presentation to the County Board of Supervisors on April 6 to request Covid-19 relief funds to offset our expenses and lost revenue related to the pandemic. Special Districts have yet to receive any funds. The representatives spoke on behalf of all the Parks and Recreation Districts in Sacramento County. The presentation was well received. Thanks were extended to Supervisor Sue Frost for making time on the Board of Supervisors agenda for the representatives to speak to the Board.

Admin Ross attended a meeting with City of Citrus Heights staff and staff with the Sierra Club on March 26 to provide updated information to the Sierra Club to address concerns about environmental impacts related to the Arcade-Cripple Creek Trail within Sundance Nature Area. The Sierra Club representative was satisfied that the concerns addressed by residents were being considered.

Supervisor Woodford advised that with revenue ending earlier than anticipated, the past few weeks have been busy receiving TigerSharks Swim Team payments and current programming registration. Anticipating the summer programming to be offered will provide further increases in revenue.

Park Supt. Oropeza advised irrigation has been turned on to accommodate the upcoming warmer weather. Tennis Courts have been resurfaced to include pickleball courts. The nets will be installed and lighting at the courts is scheduled to be on nightly approximately 5-10 pm. Several calls have been received from the community inquiring of when the courts will be open for use. Supt. Oropeza estimates the courts will be open for public use within two weeks.

Recreation Supervisor Bain advised that although revenue is currently still down, aquatic programming will be resuming which will improve revenue. Optimistic that further programming can be offered under Governor Newsom's projected reopening of the economy in California on June 15. Public swim, swim lessons, and TigerSharks Swim Team will be offered for summer 2021. Supervisor Bain emphasized the importance that our current outdoor youth sports programming has had on participation and revenue. He recognized Supervisor Woodford for her work on providing these programs through Skyhawks and National Academy of Athletics.

Recreation Coordinator Roberts advised the Craft Fair to be held on May 8 is full. Upcoming events include Creek Week on April 10, the Rummage Sale on April 17, and Cyber Open House on April 24.

## **12. UNFINISHED BUSINESS**

a) Big Day of Service Projects and Budget Allocation for May 1, 2021 (verbal): The Orangevale/Fair Oaks Community Foundation projects that they will have over 200 registered volunteers at the Big Day of Service. Materials and supplies for the fencing will cost approximately \$700. The paint and supplies will cost approximately \$1,600. We anticipate paying between \$2,300 - \$2,700 in total.

b) Activity Guide Production (verbal): Admin Ross advised the Summer Activity Guide will be posted on our website by the end of April. Activity Guides have not been produced in print since the Covid-19 District Closure. It is anticipated that the Fall 2021 Activity

Guide will resume print production and be mailed to Orangevale Residents as it previously was prior to Covid-19 pandemic.

**13. NEW BUSINESS**

**MOTION #4**

- a) Approval of Staff to Select a New Recreation Registration Software Provider in the Amount not to Exceed \$19,000 (pg 21): Admin Ross complimented Supervisor Bain and Supervisor Woodford for their research efforts in narrowing down their options for a new recreation registration software provider which they are in the final stages of selection. The current software, Max Galaxy, will become obsolete by October 2021 which necessitates securing a new provider in a timely manner to ensure staff training and conversion of current customer information into the new system. Admin Ross recommends approval for staff to select a new provider not to exceed \$19,000.  
On a motion by Director Brunberg seconded by Director Montes, the Approval of Staff to Select a New Recreation Registration Software Provider in the Amount not to Exceed \$19,000 was approved by a vote of 5-0-0 with Directors Stickney, Meraz, Brunberg, Swenson, & Montes voting Aye. There were no Nays or Abstentions.
- b) The Passing of SB-95: Informational (pg 22-25): Admin Ross advised that SB-95 passed on March 30, 2021. A few months ago, the OVparks Board of Directors approved the option of a three-month extension of the Family First Coronavirus Relief Act funding since the FFCRA was ending on December 31, 2020. That three-month extension expired as of March 31, 2021. The State of California has approved SB-95 to offer similar funding availability through September 2021 to provide a benefit to staff impacted by the coronavirus illness.
- c) Fees for Facility Rentals and Programs for 2021: Informational (pg 26): Admin Ross advised of the decision to maintain the 2020 Facility Rentals and Program fee schedule for 2021. The 2020 fee schedule was approved shortly before the pandemic forced us to close programs and rentals. Since this fee schedule was not utilized during 2020, these fees will not increase for 2021.
- d) Schedule a Special Meeting for the Week of April 19 to Review the Agreement with Common Kettle for the Farmers Market at Orangevale Community Center Park (verbal): Admin Ross proposed a Special Meeting of the Board of Directors on Thursday, April 22, 2021 at 6:30 pm to discuss and approve the agreement with Common Kettle for the Farmers Market. Key components of the agreement require a net zero impact to OVparks, and transfer of liability will go to the Farmers Market.

**14. DIRECTOR AND STAFF COMMENTS**

Admin Ross mentioned Sacramento County is currently in the Red Tier for Covid-19 restrictions. State established changes effective April 15 may enable further options to upcoming indoor and outdoor programs. Gov. Newsom has announced the discontinuation of the colored tier system as of June 15 if Covid-19 cases and hospitalizations continue to be in decline.

Admin Ross extended appreciation to Supt. Oropeza for acting as the OVparks point of contact with Sacramento County throughout the Hazel Avenue Sidewalk Project and providing important updates on the project to the OVparks staff. In addition, his coordination of the Hazel Avenue Tennis Court resurfacing project is appreciated.

Admin Ross extended appreciation to Supt. Von Aesch for her participation along with Recreation Coordinator Roberts and Finance Clerk Sue Myren in a webinar on Covid and AB5. The valuable information acquired was shared with the OVparks staff.

Admin Ross thanked Supervisor Bain for volunteering to assist in completing the application for a grant through Lowes Home Improvement. Several projects are being considered. The application is due by April 19 with a selection announcement sometime in June 2021.

Admin Ross advised of the Orangevale Rotary Club's offer to contribute the white paint needed for the Big Day of Service fence project at the Orangevale Community Park separating the park from Green Oaks Fundamental School. The Rotary Club has also offered to sponsor apparatus to utilize at one of our parks in the future. OVparks is very appreciative of their offers and willingness to contribute.

Supervisor Woodford commended Supervisor Bain for his efforts in coordinating the contact with, and presentations from, various Recreation Registration Software System Providers. She extended appreciation to all the OVparks staff for their hard work. She expressed appreciation to Administrative Clerk Christina Kelley for working with CAPRI to update the rental form to include the new property buildings.

Finance/HR Supt. Von Aesch advised of gearing up for a full summer staff for aquatics and recreation programming. She extended appreciation to OVparks maintenance staff for keeping the park facilities looking good and to the office and facilities staff for keeping the office and facilities running smoothly.

Parks Supt. Oropeza extended appreciation to the maintenance staff for all their hard work in repairing a main water line at the Shady Oaks Disc Golf Course. Thank you to the community for their correspondence recognizing the parks staff for their efforts.

Recreation Coordinator Roberts extended appreciation to Supervisor Bain and Supervisor Woodford for their efforts in obtaining a new recreation registration software provider. Kudos to the Adventure Crew staff for all their hard work.

Director Stickney mentioned the parks look good and appreciated the parks maintenance staff. He is looking forward to moving past the Covid tiers on June 15.

Director Brunberg noticed the OVparks staff is doing an excellent job and the parks and facilities look great. She extended appreciation to Recreation Coordinator Roberts for her creativity along with all staff to offer programs during the Covid pandemic.

Director Meraz mentioned that he toured Almond, Pecan, and Community parks last week. In conversations with those utilizing the parks, he discovered many requests for additional park benches throughout the parks. Additional swings, especially adult sized swings, were also requested. Each of the parks were in great condition with many enjoying them.

Director Montes was encouraged by the announcement by Governor Newsom to eliminate Covid-19 color tiers effective June 15.

Director Swenson agreed with the comments made by Director Brunberg. She inquired who is responsible for the Eagle projects upkeep after they are installed. Supt. Oropeza advised that some of the groups provide maintenance on the project for the first year. Community volunteers and the OVparks maintenance have also provided maintenance as needed for these projects. Contact Supt. Oropeza to advise of maintenance need or if community groups would like to assist in the maintenance of projects. Director Swenson is glad to see the recent crosswalk installation and sidewalks on Hazel Avenue near the Orangevale Community Center. Congratulations to the OVparks Board of Directors for their involvement with Sacramento County to implement those measures.

**15. ITEMS FOR NEXT AGENDA**

a) Approval of Resolutions of Intention to Levy Assessments for Fiscal Year 2021-22, Preliminarily Approving Engineer's Report, and Providing for Notice of Hearing for the Orangevale Landscaping and Lighting Assessment District (OLLAD) and the Kenneth Grove Landscaping and Lighting Assessment District.

**16. ADJOURNMENT**

**MOTION #5**

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 7:26 p.m. On a motion by Director Montes, seconded by Director Stickney, the adjournment was approved by a vote of 5-0-0 with Directors Stickney, Swenson, Brunberg, Meraz, and Montes, voting Aye. There were no Nays or Abstentions.

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Mike Stickney, Chairperson