

# ORANGEVALE RECREATION & PARK DISTRICT

## Minutes of Meeting of Board of Directors December 14, 2023

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on December 14, 2023, at the District Office. Director Stickney called the meeting to order at 6:36 p.m.

Directors present: Stickney, Meraz, Brunberg  
Directors absent: Presinal (arrived 6:46pm), Montes  
Staff present: Barry Ross, District Administrator  
Jennifer Von Aesch, Finance/HR Superintendent  
Horacio Oropeza, Park Superintendent  
Jason Bain, Recreation Supervisor  
Melyssa Woodford, Admin. Services Supervisor

3. **PLEDGE OF ALLEGIANCE** The Pledge of Allegiance was conducted.
4. **APPROVAL OF AGENDA**  
**MOTION #1** On a motion by Director Brunberg, seconded by Director Meraz, the agenda was approved by a vote of 3-0-0 with Directors Stickney, Brunberg, and Meraz, voting Aye. There were no Nays or Abstentions. Directors Presinal and Montes were absent.
5. **PUBLIC DISCUSSION** No one wished to address the Board during public discussion.
6. **MINUTES**  
**MOTION #2**
  - a) Approval of Minutes of November 16, 2023 (pg. 1-13):  
On a motion by Director Brunberg seconded by Director Meraz, the minutes were approved by a vote of 3-0-0 with Directors Stickney, Meraz, and Brunberg, voting Aye. There were no Nays or Abstentions. Directors Presinal and Montes were absent.
  - b) Approval of Special Meeting Minutes of November 30, 2023 (pg. 14-15):  
On a motion by Director Brunberg seconded by Director Meraz, the Special Meeting minutes were approved by a vote of 3-0-0 with Directors Stickney, Meraz, and Brunberg, voting Aye. There were no Nays or Abstentions. Directors Presinal and Montes were absent.
7. **CORRESPONDENCE**
  - a) Ads in the November 3 & 17 issues of the Orangevale View to promote upcoming programs (pg. 16-17): Admin Ross shared the ad promotions.

- b) An article in the November 17 issue of the Orangevale View about two contractors with InAlliance improving our parks for 25 years through park maintenance (pg. 18): Admin Ross shared the article highlighting InAlliance, a company OVparks contracts with to provide maintenance throughout our parks with focus on the Orangevale Community Center property. InAlliance, which employs adults with special needs, has been serving the District for 25 years. Admin Ross shared the photos and copies of the article which were autographed by the InAlliance employees. We are happy to have them on board.
- c) An email from Ellen Vigna expressing thanks to the District for permission to build a pollinator garden at Pecan Park, and acknowledging Horacio Oropeza for his hard work and cooperation (pg. 19) Admin Ross shared an email from Ellen Vigna, a community member involved in the building of the pollinator/butterfly garden at Pecan Park. Her email expressed appreciation to Park Supt. Oropeza and his maintenance staff for their assistance to make the garden possible. She coordinated fundraising and volunteers for the project and EasyStumps provided the mulch for the area.
- d) An email from community member near Pecan Park regarding the windscreen: Admin Ross discussed an email from a Pecan Park neighbor extending appreciation for the installation of a windscreen to potentially alleviate the noise level from pickleball court area.

**8. CONSENT  
CALENDAR**

**MOTION #4**

- a) On a motion by Director Brunberg, seconded by Director Meraz, the consent calendar was approved by a vote of 3-0-0 with Directors Stickney, Brunberg, and Meraz, voting Aye. There were no Nays or Abstentions. Directors Presinal and Montes were absent.

**8.1. CONSENT  
MATTERS  
GENERAL FUND**

- a) Ratification of Claims for November 2023 (pg. 20)
- b) Budget Status Report for November 2023 (pg. 21-23)
- c) Revenue Report for November 2023 (pg. 24)

**8.2. OLLAD  
CONSENT  
MATTERS**

- a) Ratification of Claims for November 2023 (pg. 25-26)
- b) Budget Status Report for November 2023 (pg. 27-28)

**8.3. KENNETH GROVE  
CONSENT  
MATTERS**

- a) Ratification of Claims for November 2023 (pg. 29)
- b) Budget Status Report for November 2023 (pg. 30)

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

**MOTION #5**

- a) Ratification of Claims for November 2023 (pg. 31)  
On a motion by Director Brunberg, seconded by Director Stickney, the non-consent matters general fund Ratification of Claims for November 2023 consent, was approved by a vote of 3-0-0 with Directors Stickney, Brunberg, and Meraz, voting Aye.

There were no Nays or Abstentions. Directors Presinal and Montes were absent.

**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 – November 2023 (pg. 32-42):

On November 30, Supervisor Bain and Supervisor Woodford met with a representative of XTECHS to discuss replacing our current phone system with the Voice Over Internet Protocol (VOIP) communication option. There are potential cost savings for the District while moving towards a more modern technology. The representative also identified potential savings within our Comcast service. The current phone system is at least 15 years old. The company OVparks utilizes for troubleshooting the current system is going out of business as of December 31, 2023. If the VOIP is not viable, the District should plan to budget for a new system in the next fiscal year.

The Kidz Korner roof replacement project was completed on Tuesday, December 12, and a final walkthrough took place this afternoon. Due to extensive dry rot, the cost for extra plywood for roof decking and additional linear feet for fascia and rafter tails is not anticipated to be much above the base bid. A final invoice has not been received to date.

Park Supt. Oropeza advised of Park Maintenance staff having replaced several fence posts throughout the Orangevale Community Park and Horse Arena area. Staff removed the entry gate from Streng nature area and removed all the bollards at that east entrance to the park. Staff also removed the bollards from the area near the 7-Eleven on Woodmore Oaks Ave. in preparation for the installation of boulders. Staff disposed of the bollards, which are treated wood, at the county dump. Removable metal bollards will be installed at the Arcade-Cripple Creek Trail at all entrances except the east side of Sundance at Highwood Way. Supt.

Oropeza mentioned the need to rethink the design of the tree décor for next year's tree lighting to reduce time and simplify the process. Staff plan to reseed and maintain the area where the Farmer's Market is held to try to alleviate the bare areas that currently exist. A bin has been acquired and filled to remove the concrete pile at the Youth Center parking lot. Several companies offer to dispose of concrete at no cost, however, it must be delivered to them.

Recreation Supervisor Jason Bain advised the District has been meeting the projections through the more difficult revenue months. The District is currently above revenue projections for recreation programming and facility rentals.

**12. UNFINISHED BUSINESS**

None discussed.

**13. NEW BUSINESS**

- a) Part Time Salary Scale for 2024 to address increase in minimum wage (pg. 43-45)

The State of California is increasing the minimum hourly wage from \$15.50 to \$16.00 on January 1, 2024. The current 2023 salary scale and the proposed 2024 scale have been provided. As the minimum wage has increased over the past eight years, the hourly wage difference between part-time and fulltime workers has decreased, causing compaction. In effort to slow down the compaction, we reduced the number of steps for these part-time positions in 2021. The proposed 2024 salary scale maintains the same reduced number of steps as was approved in 2021, 2022, and 2023. The State was not planning this 50-cents per hour increase, but it was driven by a high Consumer Price Index increase due to a caveat in the law. There is no planned minimum wage increase beyond this year, which leaves the expectation that it will remain at \$16.00 per hour for multiple years. We can consider adding additional steps to the part-time salary scale once the minimum wage stabilizes.

On a motion by Director Brunberg seconded by Director Stickney, the Part Time Salary Scale for 2024 to address increase in minimum wage, was approved by a vote of 4-0-0 with Directors Stickney, Meraz, Brunberg, and Presinal, voting Aye. There were no Nays or Abstentions. Director Montes was absent.

**MOTION #6**

- b) Approve the submitted quote from Safe Slide Restoration for the interior gel coating of the pool slide and the exterior painting of the slide at a total cost of \$22,878 (pg. 46-50)

The restoration of the pool slide was not a consideration when the Board of Directors and staff set the capital improvement projects for the 2023-24 fiscal year budget. When the Aquatic Design Group consultant was conducting the initial pool analysis in

August 2021, she noted that the pool slide's gel coating was wearing thin. A recoating is recommended every 7-10 years, depending upon the length of pool season and the number of users. Based on these factors, our pool slide should receive a professional coating about every 10 years. The coating will protect the slide and the integrity of the fiberglass. It also enhances safety by reducing the chances of fiberglass slivers. The pool slide has also faded in color significantly over the years. This quote includes painting of the slide's exterior, which will add to the new appearance of the entire pool. The exterior painting should hold its color without much fading for about 15 years. The District received quotes from two reputable companies. In addition to Safe Slide Restoration, a quote was provided by Amusement Restoration Companies in the amount of \$27,470 for the same scope of work. If the low quote from Safe Slide Restoration is approved, it is recommended that this restoration/maintenance project be paid from the OLLAD budget. This project would likely be completed in March 2024.

#### **MOTION #7**

On a motion by Director Brunberg seconded by Director Meraz, the submitted quote from Safe Slide Restoration for the interior gel coating of the pool slide and the exterior painting of the slide at a total cost of \$22,878, was approved by a vote of 4-0-0 with Directors Stickney, Meraz, Brunberg, and Presinal, voting Aye. There were no Nays or Abstentions. Director Montes was absent.

#### c) Election of Board Officers for 2024 (pg. 51)

The current Officers of the Board for calendar year 2023 are:

- Mike Stickney (Chairperson)
- Lisa Montes (Vice Chairperson)
- Arica Presinal (Secretary)

The positions will remain same with the exception of Sharon Brunberg who will assume the role of Secretary in 2024.

#### **MOTION #8**

On a motion by Director Brunberg seconded by Director Meraz, the Election of Board Officers for 2024 was approved by a vote of 4-0-0 with Directors Stickney, Meraz, Brunberg, and Presinal, voting Aye. There were no Nays or Abstentions. Director Montes was absent.

#### d) Board Committee assignments for 2024 (pg. 52-53)

Board committees are up for reassignment each calendar year. Last year, it was agreed that each Board Director would remain on one committee that they currently serve on for the sake of continuity. Each Board Director would then consider which other committees they would like to serve on. Administrator Ross would email each Director asking for their preferred committees. This will give a starting point to help the process move more efficiently at the January 18 meeting. Each committee would also need to assign a Committee Chairperson.

A table is provided to indicate the committees that the Directors have served on since 2018. Directors to email Admin Ross with any preferred reassignments.

e) Timeline of elections for three Board Directors in November 2024 (verbal)

Admin Ross advised he emailed Karen Startup with County Elections who provided filing information for the upcoming elections. The County website has not been updated yet for the November 2024 elections, but Karen Startup stated that candidates can begin filing on July 15, 2024, and filing ends on August 8, 2024. Directors Stickney, Montes, and Presinal are up for reelection. The process can be quite costly to the District if the candidate seats are contended. An uncontended election will cost the District about \$2,100. A contested election will cost the District up to \$53,800 in 2024 as compared to \$29,100 in 2022.

f) Swimming Pool Project Timeline and Update (pg. 54)

Admin Ross advised that the pool project is close to completion except for a few punch-list items:

- Tile adjustment
- Gutter cover adjustment
- Caulking filler between the decking and the gutter tiles
- Burkett's Pool Plastering is on a schedule of brushing the pool plaster daily, and adjusting the chemicals as needed, until about December 18. Our staff will take over from there.
- Staff discovered what appears to be thin cracking in the plaster near where the cracking problems have historically been. Burkett's has been informed and are looking into it.
- Burkett's recommends we replace the sand in the filter, and staff is coordinating to get that project done next week.
- Flooring project at Pool Building and Community Center Kitchen work will begin on Monday, December 18 and is expected to be completed by Tuesday, January 2.

g) Driveway/Trail Project Timeline and Update (pg. 55)

After six weeks of correspondence with the County, and reviewing the policies related to drainage fees on undeveloped land, the drainage fees for this project were reduced from \$21,160 to \$5,812. OVparks has submitted the invoice for payment. We expect the County to receive these fees by Dec. 27. At that time the County will release the signed/approved plans to us. Upon release, we will be ready to work with Gordian and the pre-bid process to find a contractor within our budget. The start of construction for the driveway project is anticipated for March 2024. The California State Parks informed me that this project is granted an extension of at least one year, which would be no sooner than December 31, 2024.

h) Arcade Cripple Creek Trail Project Update (verbal)

The boulders have been set and trash cans and dog bag dispensers have been installed. All light posts are installed and working. The DG pathways along the shoulders of the paved trail are installed.

Items remaining include:

- Striping the trail and painted messages and delineator lines on the paved trail.
- Installing the removable bollards at the entrances
- Turning on the new stop lights at the Fair Oaks Blvd. crosswalk which is the responsibility of the City of Citrus Heights.
- Installing and activating the flashing beacons at other crosswalks
- Planting trees with the Sacramento Tree Foundation as part of the tree mitigation plan for the project. This is projected to occur in the spring of 2024.
- Finalize the MOU for trail security and maintenance with the City of Citrus Heights and the Sunrise Recreation & Park District.

i) Update on other projects (verbal)

Concrete replacement at Youth Center Ballfield Bleachers:

- Work is expected to begin in February if the weather cooperates.

Community Center Roofing Project:

- The agreement is being completed this week and should be executed next week.
- The contractor (The Garland Group) will then order supplies to secure 2023 pricing.
- The project is expected to begin as early as March. The exact schedule will need to be coordinated with The Garland Group and OVparks staff to minimize the impact on programming and rentals.

Heating and A/C Project:

- Staff is determining the District's highest priorities for HVAC unit replacement. The units supporting Building #2 and the Community Center Classroom seem to be most in need of replacement.

**14. DIRECTOR AND STAFF COMMENTS**

Admin Ross will plan to provide an annual recap of 2023 at the January 2024 BOD meeting.

The Orangevale History Museum has extended an invitation to the OVparks Staff and the Board of Directors to tour the museum on Thursday, December 21 at 1:30-2:30pm.

Admin Ross complimented Supervisor Woodford for her hard work on the Activity Guide. The map in the Activity Guide was updated to include Streng Park and Sundance Park. Postcards are being sent out in lieu of the printed Activity Guide to notify community members to enroll online for upcoming programming. Admin Ross extended appreciation to all OVparks Staff and Board of the Directors who helped out and attended the Orangevale Community Tree Lighting. An estimated 1,100 community members attended the event which is about 100 more than previous attendance. Thank you to Supt. Oropeza for being the lead float in the Orangevale Parade of Lights event. This was a fun event which has continued to grow each year.

Finance/HR Supt. Von Aesch advised Auditor Larry Bain will attend the January BOD meeting to provide an Audit Report.

Park Maintenance Supt. Oropeza extended appreciation to all who assisted with the multiple activities over the recent weeks. The tree lighting had a good turnout and parking was managed well. Overflow was utilized at the new property.

Director Meraz stated it has been a great year.

Director Stickney mentioned the Orangevale Community Tree Lighting was very good and was well attended by the community. He and Director Meraz attended the Employee and Board Appreciation Luncheon recently and had a nice time.

Director Presinal mentioned the busy amazing year with the pool project and the Arcade Cripple Creek Trail. She thanked the staff for the work they do.

Director Brunberg mentioned the tree decorations look amazing and commended staff for the completion of many projects in 2023.

**15. ITEMS FOR NEXT AGENDA**

- a) Annual audit presentation
- b) Finalize seats on the seven committees for 2024
- c) Informational presentation about general obligation bonds for future funding.
- d) Review the status of our capital improvement items for this current fiscal year.
- e) Discuss future plans for improvements at the maintenance shop.

**16. CLOSED SESSION**

The Board of Directors went into a closed session meeting:  
Closed Sesion pursuant to Government Code Section 54957  
District Administrator Employment



**17. RESUME PUBLIC  
SESSION &  
ANNOUNCE  
ACTIONS FROM  
CLOSED SESSION**

The Board came out of closed session and no action was taken.

**18. ADJOURNMENT**  
**MOTION #9**

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 7:54 p.m. On a motion by Director Brunberg, seconded by Director Presinal, the adjournment was approved by a vote of 4-0-0 with Directors Stickney, Presinal, Brunberg, and Meraz, voting Aye. There were no Nays or Abstentions. Director Montes was absent.

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Mike Stickney, Chairperson