

# ORANGEVALE RECREATION & PARK DISTRICT

## Minutes of Meeting of Board of Directors August 18, 2022

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on August 18, 2022, at the District Office. Director Stickney called the meeting to order at 6:33 p.m.

Directors present: Stickney, Brunberg, Montes, Presinal  
Directors absent: Meraz  
Staff present: Barry Ross, District Administrator  
Jennifer Von Aesch, Finance/HR Superintendent  
Horacio Oropeza, Park Superintendent  
Jason Bain, Recreation Supervisor

3. **PLEDGE OF ALLEGIANCE** The Pledge of Allegiance was conducted.
  
4. **APPROVAL OF AGENDA** On a motion by Director Montes, seconded by Director Presinal, the agenda was approved by a vote of 4-0-0 with Directors Stickney, Presinal, Brunberg, and Montes voting Aye. There were no Nays or Abstentions. Director Meraz was absent.  
**MOTION #1**
  
5. **PUBLIC DISCUSSION** No one wished to address the Board during public discussion.
  
6. **MINUTES**
  - a) Approval of Minutes of the Special Meeting of July 7, 2022 (pg. 1-2): On a motion by Director Brunberg seconded by Director Presinal, the minutes were approved by a vote of 4-0-0 with Directors Stickney, Brunberg, Presinal, & Montes voting Aye. There were no Nays or Abstentions. Director Meraz was absent.
  
  - b) Approval of Minutes of the Regular Meeting July 14, 2022 (pg. 3-9): On a motion by Director Brunberg seconded by Director Presinal, the minutes were approved by a vote of 3-0-1 with Directors Brunberg, Presinal, & Montes voting Aye. There were no Nays. Director Stickney abstained. Director Meraz was absent.  
**MOTION #3**
  
7. **CORRESPONDENCE**
  - a) An email from a customer complimenting OVparks on its succession planning to fill the Administrative Clerk position, while praising the advancement of Kathy Harling into that position. (pg. 10)

- b) An email from parents who compliment two OVparks swim instructors, expressing how their son had a wonderful experience in swim lessons this summer. (pg. 11)
- c) An article in the July 8 issue of the Orangevale View about the Summer Palooza event that was held at Orangevale Community Park on June 17-19. (pg. 12)
- d) An article in the July 29 issue of the Orangevale View about the Orangevale Farmers Market that is held at Orangevale Community Center Park on Thursday's from 3-8pm during the months of May-October. (pg. 13)
- e) OVparks ad in the Orangevale View to promote current and upcoming programs. (pg. 14)

**8. CONSENT  
CALENDAR**

**MOTION #4**

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

**8.1. CONSENT  
MATTERS  
GENERAL FUND**

- a) Ratification of Claims for June 2022 (pg. 15-16)
- b) Budget Status Report for June 2022 (pg. 17-19)
- c) Revenue Report for June 2022 (pg. 20)
- d) Ratification of Claims for Period 13 2022 (pg. 21)
- e) Budget Status Report for Period 13 2022 (pg. 22-24)
- f) Revenue Report for Period 13 2022 (pg. 25)
- g) Ratification of Claims for July 2022 (pg. 26-27)
- h) Budget Status Report for July 2022 (pg. 28-30)
- i) Revenue Report for July 2022 (pg. 31)

**8.2. OLLAD  
CONSENT  
MATTERS**

- a) Ratification of Claims for June 2022 (pg. 32-33)
- b) Budget Status Report for June 2022 (pg. 34-35)
- c) Ratification of Claims for Period 13 2022 (pg. 36)
- d) Budget Status Report for Period 13 2022 (pg. 37-38)
- e) Ratification of Claims for July 2022 (pg. 39)
- f) Budget Status Report for July 2022 (pg. 40-41)

**8.3. KENNETH GROVE  
CONSENT  
MATTERS**

- a) Ratification of Claims for June 2022 (pg. 42)
- b) Budget Status Report for June 2022 (pg. 43)
- c) Ratification of Claims for Period 13 2022 (pg. 44)
- d) Budget Status Report for Period 13 2022 (pg. 45)
- e) Ratification of Claims for July 2022 (pg. 46)
- f) Budget Status Report for July 2022 (pg. 47)

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

**MOTION #5**

- a) Ratification of Claims for June 2022 (pg. 48)  
On a motion by Director Brunberg, seconded by Director Presinal, the non-consent calendar was approved by a vote of 3-0-1 with Directors Stickney, Presinal, and Brunberg, voting Aye. There were no Nays. Director Montes abstained. Director Meraz was absent.

**10. STANDING COMMITTEE REPORTS**

- a) Administration and Finance: No report.
- b) Maintenance and Operation: No report.  
Director Stickney requested a committee meeting be scheduled in the next few months to discuss electrical and concrete issues. Directors Meraz and Presinal will attend.
- c) Recreation Committee: No report. Directors Montes & Stickney to attend meeting to be scheduled in late October.
- d) Personnel & Policy: No report.
- e) Government: No report.
- f) Planning Committee: No report.
- g) Trails Committee: No report. Schedule a meeting within two months.
- h) Ad Hoc: No report.

**11. ADMINISTRATOR'S REPORT**

- a) Monthly Activity Report – July 2022 (pg. 49-57):  
July 15th was the final workday for Recreation Coordinator Nadia Khokhhar Roberts at OVparks. Nadia accepted a new position with the City of Folsom. Nadia added great value to the staff team and dedicated herself to providing exceptional programs and special events for our community.

On July 26, Admin Ross met with seven other District Administrators from within the County to discuss our experiences with the Fulton El Camino Police. The meeting was hosted by Emily Ballus, the General Manager with Fulton El Camino District. She is seeking feedback from the Districts that the police serve, and she shared that a law enforcement consulting agency is reviewing the FEC Police structure to determine if there are ways they can operate more effectively and efficiently. Admin Ross will be meeting with

the consulting agency on September 13 to discuss experiences, invoices, hours and level of support acquired from the Fulton El Camino Police. Currently, OVparks has budgeted for \$23k per year at \$65/hour per officer. This accounts for an average of seven hours per week. OVparks averages five hours per week during slower periods and ten hours per week during busier months. Park Supt. Oropeza is considering closing the restrooms at the Orangevale Community Park to deter vandalism during the timeframe of school dismissal. Admin Ross will advise of outcome from the consultant agency meeting.

Supt. Von Aesch advised that a new part-time office assistant, Merinda Owens, has been hired and is currently working afternoons. Kathy Harling, previously a part-time office assistant, has moved to the full-time Administrative Clerk position vacated by Christina Kelley in June. The first round of interviews was conducted for the Recreation Coordinator position. Seven of eight applicants were interviewed, and two applicants will be moving forward for a second interview to be held Wednesday, August 24. Admin Ross hopes to have the position filled by no later than September 26. OVparks had originally projected a 7.5% increase for benefits. She attended a benefits meeting with Sacramento County and discovered that Kaiser came in with a 3.9% increase and Sutter increased by 4.9%, which was welcome news for the District. Admin Ross has adjusted the budget to reflect this information.

Park Supt. Oropeza advised a large homeless camp was discovered and removed from the nature area at the Orangevale Community Park. Approximately 10-12 bags of debris were removed from the area. Community members are encouraged to advise of any homeless camps discovered.

Irrigation repairs have been conducted to broken pipes at the Orangevale Community Center, Palisades, and Almond Park. Tree removal has been conducted by SMUD and they will be assisting with mitigation efforts and providing trees to plant.

Recreation Supervisor Jason Bain advised Swim Clinic is starting up for about a month. Currently focusing on preparations for the upcoming fall programs. Supervisor Bain shared that Recreation Specialist Andrew Gross spearheaded the Junior Giants free program and 170 kids participated. This was a great program to facilitate.

**12. UNFINISHED  
BUSINESS**

None discussed.

**13. NEW BUSINESS**

**MOTION #6**

- a) Approval of the agreement with Jennifer Claassen of Clipped In Races to rent Orangevale Community Park for a Sacramento Cyclocross event on October 21-22, 2022 (pg. 58-78):

Jennifer Claassen, with Clipped In Races, approached the District about renting the Orangevale Community Park for a Sacramento Cyclocross event for up to 500 people on Saturday, October 22, 2022. The group will set-up the day before, October 21, 2022, with stakes and flags to help mark the course. These flags will not cut off access through the park. The day of the event the group will have tents, tables, finish arch, race announcements, intermittent music, and an enclosed beer garden for the spectators. The event will be free for the spectators and will last from 8am to 4pm with clean-up lasting until 8pm. This 2-day permit will not conflict with soccer. OVparks has approved this event in 2013, 2014, 2015, 2018, 2019, and 2021. The 2021 event was held on the wettest day in Orangevale in 2021, receiving about six inches of rain. The park suffered considerable damage due to the event combined with the rain. Clipped In Races was highly responsible in addressing the damage in a timely and thorough manner. The District has since added an "Inclement Weather" clause in the agreement to better address weather concerns.

The Board of Directors discussed potential weather and alcohol related issues. This public event will have an ABC Permit in place. Director Stickney stipulated the need to adhere to proper permit and insurance requirements. Director Stickney expressed an interest in charging the renters for the cost to groom the Horse Arena following the event because this was a task that the District is equipped to address. Other Directors pointed out that the renters are to return the course back to its pre-event condition per the agreement. The security deposit is in place should the District need to repair damages. Clipped in Races, a non-profit organization, was recently awarded a grant from the Stryder Foundation to buy twenty Strider Balance Bikes which will be available for use during the free kids race at the event.

On a motion by Director Brunberg, seconded by Director Montes, the Approval of the agreement with Jennifer Claassen of Clipped In Races to rent Orangevale Community Park for a Sacramento Cyclocross event on October 21-22, 2022 was approved by a vote of 3-1-0 with Directors Montes, Presinal, and Brunberg, voting Aye. Director Stickney voting Nay. There were no Abstentions. Director Meraz was absent.

**MOTION #7**

- b) Public Hearing: Approval of Resolution 22-08-694, Resolution Adopting the Orangevale Recreation and Park District General Fund Final Budget for Fiscal Year 2022/23 (pg. 79-97):

Director Stickney opened and closed the public hearing with no one wishing to address the Board regarding this issue.

Admin Ross explained changes made from the preliminary budget to the final budget. Due to an increase in revenue, OVparks will not need to dip into reserves. In lieu park development fees will be used for the trail. Any ADA improvements would qualify for in-lieu fees. The budget provides allowance for anticipated increases in costs for the pool repair project that the District may incur. COLA was included in the preliminary budget and was not adjusted. The new pool pump has arrived and is being scheduled for installation during the week of September 19.

**MOTION #8**

On a motion by Director Brunberg seconded by Director Montes, the Resolution 22-08-694, Resolution Adopting the Orangevale Recreation and Park District General Fund Final Budget for Fiscal Year 2022/23 was approved by a vote of 4-0-0 with Directors Stickney, Brunberg, Presinal, & Montes voting Aye. There were no Nays or Abstentions. Director Meraz was absent.

- c) Public Hearing: Approval of Resolution 22-08-695, Resolution Adopting the Orangevale Landscaping and Lighting Assessment District Final Budget for Fiscal Year 2022/23 (pg. 98-104): Director Stickney opened and closed the public hearing with no one wishing to address the Board regarding this issue.

Admin Ross advised of \$228,000 in OLLAD to be utilized for necessary pool repairs and trail improvements. Funds have been reserved in the OLLAD for this purpose.

On a motion by Director Brunberg, seconded by Director Montes, the Approval of Resolution 22-08-695, Resolution Adopting the Orangevale Landscaping and Lighting Assessment District Final Budget for Fiscal Year 2022/23 was approved by a vote of 4-0-0 with Directors Stickney, Presinal, Montes, and Brunberg, voting Aye. There were no Nays or Abstentions. Director Meraz was absent.

**MOTION #9**

- d) Public Hearing: Approval of Resolution 22-08-696, Resolution Adopting the Kenneth Grove Landscaping and Lighting Assessment District Final Budget for Fiscal Year 2022/23 (pg. 105-109):

Admin Ross advised the fund balance could be utilized for improvements. Director Stickney noticed the west side of Kenneth Grove needed improvement. The Maintenance Committee will meet to discuss next steps to address.

**MOTION #10**

On a motion by Director Brunberg seconded by Director Montes, the Resolution 22-08-696, Resolution Adopting the Kenneth Grove Landscaping and Lighting Assessment District Final Budget for Fiscal Year 2022/23 was approved by a vote of 4-0-0 with Directors Stickney, Brunberg, Presinal, and Montes voting

Aye. There were no Nays or Abstentions. Director Meraz was absent.

- e) Approval of Resolution 22-08-697, Resolution Approving the Revision of the District's Reserve Designations in Accordance with GASB 54 (pg. 110-115):

Admin Ross provided history for the past ten years. This could be reduced to previous five years in the future. This will be coordinated with the Finance Committee.

On a motion by Director Brunberg seconded by Director Montes, the Resolution 22-08-697, Resolution Approving the Revision of the District's Reserve Designations in Accordance with GASB 54 was approved by a vote of 4-0-0 with Directors Stickney, Brunberg, Presinal, & Montes voting Aye. There were no Nays or Abstentions. Director Meraz was absent.

**MOTION #11**

- f) Proposed future equestrian trail at Excelsior Ave. near Cherry Ave. (pg. 116-117):

In late July, Admin Ross was contacted by Mr. Javed Siddiqui, an Engineer with JTS Engineering Consultants, Inc. Mr. Siddiqui informed Admin Ross of a subdivision he is working on that would include a 50-foot easement for an equestrian trail. This easement would run in an east-west direction between Excelsior Ave. and Peerless Ave. in the northern area of our District, and to the north of Cherry Ave. It would be adjacent to a SMUD easement. There is no set timeline on this project at this time, but the expectation is that the work might begin in about one year. During a recent CPAC meeting Director Stickney attended, there was discussion regarding plans in place for the equestrian trail. Admin Ross will schedule a Trails Committee meeting within the next two months to review our plans and wishes for trails, and how this trail helps with those plans. The committee will request to meet with the engineers to determine what is planned on Excelsior Avenue.

- g) Proposed holiday closure schedule for the Community Center (pg. 118):

Due to low customer traffic along with high levels of staff vacations, the District closes the Community Center for the holidays for about two weeks each year. This is also a time when extra building maintenance is addressed. Because New Year's Day falls on a Sunday, it is recognized as a national holiday for workers on Monday, January 2. We would open the Community Center for business on Tuesday, January 3. For this year, we would be closing the Community Center for one extra day. This does not impact the number of vacation days allotted to staff.

**MOTION #12**

Admin Ross requests approval for the Community Center to be closed for the holiday season beginning Monday, December 19, 2022, and continuing thru Monday, January 2, 2023.

On a motion by Director Montes, seconded by Director Presinal, the Proposed holiday closure schedule for the Community Center was approved by a vote of 4-0-0 with Directors Stickney, Brunberg, Presinal, and Montes voting Aye. There were no Nays or Abstentions. Director Meraz was absent.

h) Update on Board of Directors election timeline (verbal):

The three incumbent Directors have filed and will be on the November 8, 2022, ballot. The two four-year term incumbents had no challengers for their seats. The short-term incumbent has one challenger. Our anticipated fee for a contested election is \$27,200

The base fee charged to us for being listed in an election is \$1,887 Admin Ross will notify the Board of any required “next steps” and relay any policies on campaigning for the BOD.

i) Update on Swimming Pool Project (verbal):

All parts for the new pool pump motor arrived on Monday. The new motor is scheduled to be installed the week of September 19. All pool programming concludes on Sept. 17.

Aquatic Design Group will provide a draft of the scope of work with schematic designs. Upon receipt, a special meeting of the Board of Directors will be called to review and discuss. Approval in October or November, put the project out to bid in November for approval in December. Project is anticipated to break ground in January 2023. Aquatic Design Group stated that for a job this large, they expect at least three companies to bid on this project and to be available during our timeframe. They also stated that the supplies needed for this job are not mechanical supplies, so the likelihood of supply chain delays are low. They feel that weather is the most unpredictable factor. Admin Ross is to provide an updated timeline and pursue a contingency plan if the project is not completed in time for the opening of the TigerSharks swim practices and the 2023 pool season.

j) Update on Roadway/Trail Project (verbal):

Admin Ross advised that the County has received our payment for the CEQA on Aug. 8. He is working with the County Planning & Environmental Dept. to schedule our CEQA as soon as possible. The State Grants sent some additional forms and applications that Admin Ross will submit to them (along with the CEQA) to access the grant funds being set up in our account. Admin Ross anticipates all forms to be submitted to the State around mid-September. Peter Larimer with MTW Group is now onto the Preliminary Construction Documents phase of the project. The Board of Directors requested an updated timeline for the project which is estimated to be completed in spring of 2023.

- k) Update on Arcade Cripple Creek Trail Project (verbal):  
The project was passed unanimously by the City Council for Citrus Heights last Thursday, and the contract was awarded. The project is expected to begin this fall and completed within two years.  
OVparks will take on three smaller projects within our park boundaries:
1. Remove concrete slab at Sundance entrance and plant grass or wildflowers.
  2. Construct wood fence (about 280' long and 6' tall) at Streng Park at the border of our park and a resident neighbor.
  3. Install about 200' of metal post and cable fencing within Sundance Park, Streng Park, and our new strip of property near the 7-Eleven.
- \$30,000 has been budgeted for these projects. Over the past three years, OVparks purchased portions of backyard property from four homeowners along Drywood and Escallonia. Admin Ross will be notifying those homeowners of the start date for the project, and any timelines that are most pertinent to them.
- l) Update on survey for a Benefit Assessment (verbal):  
Admin Ross shared he will be meeting with Susan Barnes of SCI Consulting on Tuesday, August 23 to review her progress on the survey. Susan feels we are still on target to have the survey sent to a cross-section of our property owners in September. Admin Ross has asked Susan to include "trails" as a priority for the District projects to be funded.

#### **14. DIRECTOR AND STAFF COMMENTS**

Admin Ross mentioned he has asked Peter Larimer from MTW for updated master plan drawings based on the priorities established to provide more current and accurate drawings to share with the community.

Admin Ross extended appreciation to the staff for powering through the past few months of being short-staffed. He realizes the extra hours and stress involved, and the toll it has had on the staff during the busy summer months. He also thanked the Board of Directors for their support.

Supervisor Bain advised the TigerSharks won their league this summer and that many swimmers on the team advanced to the Meet of Champions which was held in Elk Grove. Thirty-four TigerSharks swimmers participated placing third overall. One of the swimmers placed first in the 15-18 age group for the Butterfly.

Park Supt. Oropeza mentioned the excessive heat has been difficult on the Parks Maintenance Staff to deal with. Director Montes mentioned the tree near the Shady Oaks Disc Golf hole #1 may need to be addressed.

Director Montes mentioned that the Bow Wow Days is coming to the Orangevale Community Park on September 24. Looking forward to seeing the community at this Petacular event. She shared appreciation to the staff for all their hard work.

Director Presinal thanked the staff for their hard work, and commended the Board of the Directors and the effort involved in planning for the trails.

Director Brunberg advised she has been working on the trails, and will share her files with Admin Ross and Director Presinal.

**15. ITEMS FOR NEXT AGENDA**

- a) Updated timeline for the pool repair project
- b) Updated timeline for the trails project
- c) Establish an Ad hoc committee for the pool project

**16. ADJOURNMENT**  
**MOTION #13**

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 8:28 p.m. On a motion by Director Brunberg, seconded by Director Stickney, the adjournment was approved by a vote of 4-0-0 with Directors Stickney, Presinal, Brunberg, and Montes voting Aye. There were no Nays or Abstentions. Director Meraz was absent.

---

Mike Stickney, Chairperson