

# ORANGEVALE RECREATION & PARK DISTRICT

## Minutes of Meeting of Board of Directors December 12, 2024

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on December 12, 2024 at the District Office. Director Stickney called the meeting to order at 6:31 p.m.

Directors present: Stickney, Meraz, Brunberg, Montes,  
Directors absent: Presinal (arrived 6:32pm)  
Staff present: Greg Foell, Interim 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** On a motion by Director Montes, 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 the Regular Meeting on October 17, 2024 (pg. 1-6):** On a motion by Director Brunberg, seconded by Director Montes, the minutes of the Regular Meeting on October 17, 2024, were approved by a vote of 4-0-1 with Directors Meraz, Brunberg, Montes, and Presinal voting Aye. There were no Nays. Director Stickney abstained.
  
  - b) **Approval of minutes of the Regular Meeting on November 21, 2024 (pg. 7-15):** On a motion by Director Brunberg, seconded by Director Stickney, the minutes of the Regular Meeting on November 21, 2024, were approved by a vote of 3-0-2 with Directors Stickney, Meraz, and Brunberg, voting Aye. There were no Nays. Directors Montes and Presinal abstained.  
**MOTION #2**  
  
**MOTION #3**
  
7. **CORRESPONDENCE**
  - a) **Orangevale View Advertisements/Article/Photos of Interest (pg. 16-19):** These items will be discussed in the Recreation Activity Report later in this meeting.

b) Letter from BKS Law Firm/Fulton-El Camino Police terminating services (pg. 20):

Interim Admin Foell advised that five of the area Recreation & Park Districts, including OVparks, have been actively utilizing the services of the FEC Police Department. Their services often included patrols, parking enforcement, dogs off leash warnings and citations, and trespass issues upon request. The Administrator and Board at the Fulton-El Camino Recreation & Park District hired a Consulting Firm to provide an evaluation of the FEC Police Department program. Presumably based on the findings of the evaluation, and not paying the Sheriff's invoice for services, the contract with the Sacramento County Sheriff's Department to provide dispatch services was cancelled and their police operations were disbanded. Due to the termination of the FEC Police services, OVparks is researching other possible entities to provide patrol services. Interim Admin Foell has met with the Sacramento County Sheriff Department and the California Highway Patrol regarding potential services they could provide. Bob Erickson, former Chief of Police at FEC, is planning to establish a security company to begin potentially in July of 2025. OVparks will need to contract with a private security company in the near future to meet park security needs. Park Supt. Oropeza advised that the County Park Rangers are significantly more expensive per hour than the Sheriff's Department. Several park districts have RFPs out for security services to replace FEC Police. Other districts have added additional patrol services to existing security companies currently utilized for their events. Nor-Cal Security is sanctioned by Sacramento County Sheriffs. Their officers are armed and authorized to write tickets. Interim Admin Foell to contact Rich DeSilva at Nor-Cal Security to obtain further information of utilizing their services. Park Supt. Oropeza to obtain further information and provide options available to the Board.

c) SCERS Letter Announcing Employer Rates to Decrease for Third Year (pg. 21):

The Board expressed enthusiasm regarding the decrease in rates.

d) Letter from Sacramento Local Agency Formation Commission (LAFCO) calling for nominations for membership on the Special District Advisory Committee (SDAC). (pg. 22-24):

This committee meets once per quarter. Director Presinal voiced interest and will complete the form and give to Interim Admin Foell for submission.

**8. CONSENT  
CALENDAR**

- a) On a motion by Director Brunberg, seconded by Director Meraz, the consent calendar was approved by a vote of 5-0-0 with Directors Stickney, Presinal, Brunberg, Meraz and Montes, voting Aye. There were no Nays or Abstentions.

**MOTION #4**

The Sacramento County Park Development Fee five-year report was completed by SCI for OVparks. Their services for this report (\$5200) should have been allocated to the Park Development Fee budget category rather than the Assessment District line. Superintendent Von Aesch will correct to accurately reflect the fee allocations.

**8.1. CONSENT  
MATTERS  
GENERAL FUND**

- a) Ratification of Claims for November 2024 (pg 25=26)
- b) Budget Status Report for November 2024 (pg 27-29)
- c) Revenue Report for November 2024 (pg 30)

**8.2. OLLAD  
CONSENT  
MATTERS**

- a) Ratification of Claims for November 2024 (pg 31-32)
- b) Budget Status Report for November 2024 (pg 33-34)

**8.3. KENNETH GROVE  
CONSENT  
MATTERS**

- a) Ratification of Claims for November 2024 (pg 35)
- b) Budget Status Report for November 2024 (pg 36)

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

**MOTION #5**

- a) Ratification of Claims for November 2024 (pg. 37)

On a motion by Director Brunberg, seconded by Director Stickney, the Non-Consent Ratification of Claims for November 2024 was approved by a vote of 4-0-1 with Directors Stickney, Meraz, Brunberg, and Presinal voting Aye. There were no Nays. Director Montes abstained.

**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 2024 (pg 38-43):

Park Supt. Oropeza advised the Park Maintenance Staff has been cleaning gutters, the parking lots, and completed decoration of the tree for the tree lighting event. Park Maintenance Staff have been blowing and mulching leaves.

Recreation Supervisor Jason Bain advised that the November revenue is close to projections. The Orangevale Community Tree Lighting was held on December 6, 2024 and was very well attended. The parking lot was full. The Board discussed the need to revisit the layout of the food venues for better flow during the event. Staff to look into ways to improve the traffic flow for parking areas.

Michels Pacific Energy, Inc. has extended their rental of the open area behind Building 2 for storage of their equipment. Michels brought gravel into the area to help prevent their equipment from sinking in the mud due to the recent rains.

**12. UNFINISHED BUSINESS**

a) OCCP Parking Lot Project/Pathways & Trails Project Update

(verbal): Electric bike usage has caused some damage to the pathway and trail. OVparks staff will continue to look for a solution to this ongoing problem. Peter Larimer with MTW will have someone test the compaction of the material. Park Supt. Oropeza will plan to schedule a meeting next week with Baldoni Construction and MTW at the site to determine next steps. He will bring a report to the Board with details of the compaction results from Peter Larimer. Staff will meet on Monday, December 16<sup>th</sup> to review Grant Reimbursement Forms for submission.

b) OCCP HVAC Project Update (verbal): Park Supt. Oropeza advised that HVAC units have passed inspection with the exception of the unit for Building 2 which will be inspected when electrical power has been reestablished to the building. Building 2 does not currently have electrical power due to Michel Pacific Energy accidentally damaging the electrical lines to the building with one their trucks. Sacramento County will inspect the electrical repairs when complete and the HVAC unit testing and inspection will be scheduled. Director Brunberg shared concern of the variance in temperatures throughout the building. Recreation Supervisor II Bain explained that the thermostats are programmed for occupancy time of 7am-5:30pm, Monday-Friday. He has ability to adjust the thermostats based on programming and events as needed. The Classroom temperature is determined by the thermostat in the OCC hallway. Two large units for the OCC Auditorium, and the back two units still need to be budgeted for replacement.

- c) Electric Bike Policy and Issues at District Parks (verbal): Interim Admin Foell advised that a policy needs to be determined and written. Park Supt. Oropeza has been researching signage to implement. Most areas allow electric bikes, even on trails, typically with a 15 mph maximum allowed. OVparks must determine what restrictions to implement on trails as well as within the parks. Staff will update the Board for any further information acquired at the next BOD Meeting.

**13. NEW BUSINESS**

- a) Oath of Office for Newly Elected Board Members (pg. 44 & Oath of Office): Interim Admin Foell facilitated the oath of office for Michael Stickney, Arica Presinal, and Lisa Montes, the newly elected Orangevale Recreation & Park District Board Members.
- b) Board of Directors Election of Officers for 2025 (pg. 45): Interim Admin Foell facilitated the election of a slate of officers for 2025. Director Brunberg is nominated to assume the Chairperson position currently held by Director Stickney. Director Montes is nominated to resume the Vice Chair position and Director Presinal is nominated for the Secretary position. The nominees were confirmed by a unanimous vote. The Board of Directors congratulated Director Brunberg for her election to the position of Chairperson and applauded Director Stickney for over twelve years of duties as the Chairperson of the OVparks Board of Directors.

On a motion by Director Brunberg, seconded by Director Meraz, the Election of Officers for 2025 was approved by a vote of 5-0-0 with Directors Stickney, Presinal, Brunberg, Meraz and Montes, voting Aye. There were no Nays or Abstentions.

**MOTION #6**

- c) Discuss and Take Action Regarding Committee Assignments for 2025 (pg. 46): Interim Admin Foell facilitated the discussion regarding committee assignments for 2025. The following assignments were presented for approval:

- Admin/Finance (Budget) – Director Stickney, Director Brunberg
- Maintenance/Operations – Director Meraz, Director Stickney
- Recreation – Director Montes, Director Stickney
- Personnel/Policy – Director Presinal, Director Meraz
- Planning – Director Meraz, Director Brunberg
- Government – Director Presinal, Director Montes
- Trails - Director Montes, Director Brunberg

On a motion by Director Brunberg, seconded by Director Meraz, the Committee Assignments for 2025 were approved by a vote of 5-0-0 with Directors Stickney, Presinal, Brunberg, Meraz and Montes, voting Aye. There were no Nays or Abstentions.

**MOTION #7**

- d) Approve Part Time Salary Scale for 2025 to Address Increase in Minimum Wage (pg. 47-49): Finance/HR Supt. Von Aesch advised that this increase further closes the gap for the Full Time Scale which will be discussed in January 2025.

**MOTION #8**

On a motion by Director Montes, seconded by Director Brunberg, the Part Time Salary Scale for 2025 to Address Increase in Minimum Wage, was approved by a vote of 5-0-0 with Directors Stickney, Presinal, Brunberg, Meraz and Montes, voting Aye. There were no Nays or Abstentions.

- e) Approval of Agreement for Services with Greg Foell in an Amount not to Exceed \$10,000 (pg. 50-58):

**MOTION #9**

On a motion by Director Montes, seconded by Director Presinal, the Agreement for Services with Greg Foell in an Amount not to Exceed \$10,000, was approved by a vote of 5-0-0 with Directors Stickney, Presinal, Brunberg, Meraz and Montes, voting Aye. There were no Nays or Abstentions.

- f) Official Bond Measure L Results (pg. 59-60): Interim Admin Foell advised that Bond Measure L did not pass by approximately 700 votes. The Board discussed the need to notify the community to alleviate confusion as the bond required a 66% pass rate rather than a 50% pass rate. With the strong community support indicated, the Board will revisit presenting a bond on a ballot in two years with improvements to campaign strategies such as increasing canvassing and participation in more community events to spread awareness. Some confusion existed with community members that the bond funds would be controlled by the state government rather than at a local level.
- g) Building 1 Roof Status and Recommendations for Repairs (verbal): Interim Admin Foell advised that when the property was obtained, OVparks contracted with a company to provide roof maintenance and repairs to the exterior three feet of the roof of Building 1. The middle area of the roof is failing and several leaks have been discovered. Four gallons of patching material has been applied to attempt to stabilize the roof until next year's budget discussions. A quote has been obtained from a roofing contractor for budgeting purposes, however, a RFP bid process will be utilized to complete the roof replacement once budgeted. Park Supt. Oropeza to keep the Board apprised of the status of the roof at future BOD Meetings.

- h) Kidz Korner Preschool Goals for Programming (pg. 61-62): Interim Admin Foell voiced appreciation of Supervisor II Bain's efforts on this topic. Supervisor II Bain advised that the Kidz Korner enrollment significantly declined with the addition of expanded Transitional Kindergarten from the San Juan Unified School District. The Orange Blossom class has continued to run with one teacher on Tuesdays and Thursdays. With the recent retirement of the Kidz Korner Preschool teacher, we are looking to hire new preschool teacher to start in January 2025. Recreation Coordinator Vickers, interim teacher for the Orange Blossoms program, has sent a survey out to parents of children age 2-5 with the results providing insight into participation needs and interest in the preschool community. The majority of parents prefer 9-11am timeframe. The second popular timeframe was evenings from 4-7pm. Parents emphasized interest in skill building and socialization classes with the child having independent participation. Classes could include hip-hop, sports, cooking, art, music, & theatre introduced to this age group to potentially expand the options available in the 4pm-7pm timeframe. With a new preschool teacher, the preschool program may expand to classes five days a week.
- i) Direction on Providing Brown Act Training in February (verbal): Interim Admin Foell advised of a CAPRI workshop for Board Members scheduled for January 29<sup>th</sup> regarding the new legislation over the last few years. Board members to complete an online training session individually and then meet for a Q&A provided by CAPRI or another entity prior to the February BOD Meeting. Interim Admin Foell to keep the Board apprised of further information regarding the January 29<sup>th</sup> CAPRI workshop.
- j) Consideration of Purchasing Former Fire Station on Main Avenue (verbal): Director Meraz had spoken with the current owner of the property which was a previous fire department location. The property is in need of significant renovation. This is not very feasible for the park district to acquire. The owner would like to donate the property to OVparks with the stipulation that the District pay the property taxes as a lease until she passes away, at which time the property would revert to the Orangevale Recreation & Park District. The Board to research the feasibility of acquiring this property and how this property could be utilized by the District. When the District originally researched this property for potential purchase in 2019, the renovations required were estimated to be approximately \$75,000, which has likely doubled since then. The offer is greatly appreciated, however, the property would be quite costly to the District. Funds necessary for renovations may be better utilized in other areas. Interim Admin Foell will contact the owner and advise the Board of any further information, if applicable.

**14. DIRECTOR AND  
STAFF COMMENTS**

Interim Admin Foell requested a response to the email he sent to the Board requesting RSVPs as soon as possible for table reservation at the 9<sup>th</sup> Annual Best of Orangevale event on February 7, 2025. Director Montes advised that the theme is Havana Nights. Hats and chocolate cigars will be provided. Interim Admin Foell has enjoyed his return to OVparks as Interim Administrator and enjoyed attending the Orangevale Community Tree Lighting event. Ken Benedict provided the projectors at the event which were very impressive and will be also used at the Best of Orangevale.

Supervisor Bain advised that the Polar Bear Plunge will be held on January 1, 2025 and encouraged all to attend. Revenue is currently low, however, is expected to increase as the Winter/Spring Activity Guide programming will be available in January.

Supervisor Woodford advised that the senior event Carving Memories was held in November and was attended by approximately fifty seniors. Aging Well held a Senior Symposium Resource Fair on October 5<sup>th</sup>. A special thank you to Aging Well and the affiliated organizations for their generous donation of \$1,000 to OVparks for senior programming.

Finance/HR Supt. Von Aesch advised that Auditor Larry Bain will present the Audit Report at the February BOD Meeting.

Parks Supt. Oropeza advised that he will be hiring for the currently vacant full-time Park Maintenance position. An additional full-time position will become available soon as a result of an employee retirement. He extended appreciation to the staff for all their hard work at the Orangevale Community Tree Lighting event. Thank you to the Park Maintenance Staff for their efforts throughout the parks. Director Stickney advised that lighting may be needed along the new pathway at the Community Center for safety.

Director Meraz mentioned several employees at OVparks who have not yet participated in the Polar Plunge and encouraged all to attend.

Director Stickney confirmed with staff that the District office will be closed for Winter Break December 23, 2024 through January 3, 2025.

Director Montes advised that the Orangevale Community Tree Lighting was well worth it. The Best of Orangevale is coming up on February 7, 2025. She conveyed to OVparks staff and Board to have a blessed holidays, well wishes for their families and thanked them for all their hard work.

Director Presinal thanked the staff for all their hard work.

Director Brunberg advised she is looking forward to her new role as Chairperson of the OVparks Board of Directors.



**15. ITEMS FOR NEXT AGENDA**

- a) Replacement for FEC Police Services Status
- b) OCCP Parking Lot Project/Pathways & Trails Project Update
- c) OCCP HVAC Project Update
- d) Electric Bike Policy and Issues at District Parks
- e) Building 1 Roof Status
- f) Brown Act Training Update

**16. ADJOURNMENT**  
**MOTION #10**

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 8:26 p.m. On a motion by Director Brunberg, seconded by Director Montes, the adjournment was approved by a vote of 5-0-0 with Directors Stickney, Presinal, Brunberg, Meraz, and Montes, voting Aye. There were no Nays or Abstentions.

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Sharon Brunberg, Chairperson