

ORANGEVALE RECREATION & PARK DISTRICT

Minutes of Meeting of Board of Directors May 16, 2024

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on May 16, 2024 at the District Office. Director Stickney called the meeting to order at 6:32 p.m.

Directors present: Stickney, Meraz, Brunberg, Montes, Presinal
Directors absent: None
Staff present: Becky Herz, District Administrator
Jennifer Von Aesch, Finance/HR 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 Montes, seconded by Director Meraz, the agenda 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.
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 on April 16, 2024 (pg 1-3): On a motion by Director Montes seconded by Director Brunberg, the April 16, 2024 the Special Meeting minutes were approved by a vote of 5-0-0 with Directors Stickney, Meraz, Brunberg, and Presinal voting Aye. There were no Nays or Abstentions.
 - b) Approval of Minutes of the Regular Meeting April 18, 2024 (pg 4-10): On a motion by Director Montes seconded by Director Stickney, the April 18, 2024 the Regular Meeting minutes were approved by a vote of 3-0-2 with Directors Stickney, Meraz, and Presinal voting Aye. There were no Nays. Directors Montes and Brunberg abstained.
MOTION #3
7. **CORRESPONDENCE**
 - a) Orangevale View April 12, and April 26, 2024 (pg. 11-12): Articles published in the Orangevale View to promote the OVparks Open House and the OVparks Spring Craft Fair.

- b) California Parks and Recreation Association Magazine Vol 80, Issue 2 (pg. 13-15): Admin Herz co-wrote an article with a colleague from Dallas, Texas for the California Parks and Recreation Association Magazine about promoting equity by implementation of more inclusive aquatic attire policies. The second page of the article features the recently updated version of the OVparks swim attire policy.

**8. CONSENT
CALENDAR**

MOTION #4

- a) On a motion by Director Montes, seconded by Director Brunberg, 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.

**8.1. CONSENT
MATTERS
GENERAL FUND**

- a) Ratification of Claims for April 2024 (pg 16-17)
- b) Budget Status Report for April 2024 (pg 18-20)
- c) Revenue Report for April 2024 (pg 21)

**8.2. OLLAD
CONSENT
MATTERS**

- a) Ratification of Claims for April 2024 (pg 22-23)
- b) Budget Status Report for April 2024 (pg 24-25)

**8.3. KENNETH GROVE
CONSENT
MATTERS**

- a) Ratification of Claims for April 2024 (pg 26)
- b) Budget Status Report for April 2024 (pg 27)

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

MOTION #5

- a) Ratification of Claims for March 2024 (pg. 28)

On a motion by Director Stickney, seconded by Director Brunberg, the Non-Consent Ratification of Claims for March 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.

- b) Ratification of Claims for April 2024 (pg.29)

On a motion by Director Stickney, seconded by Director Brunberg, the Non-Consent Ratification of Claims for April 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.

MOTION #6

**10. STANDING
COMMITTEE
REPORTS**

- a) Administration and Finance: Minutes from May 9 meeting (pg. 30-31): Admin Herz verbalized the Agenda incorrectly stated the meeting occurred in March. The minutes have the correct May date of the meeting recorded. Employee Salaries were discussed. An additional Recreation Coordinator will be added along with the repositioning the Recreation Supervisor to Recreation Supervisor II. Some contracted classes will be adjusted to in-house payroll classes. The initial proposal of a 3% COLA has been increased to a 3.5% COLA at the Finance

Committee's recommendation to more closely align with the COLA in the western states is incorporated into the 24/25 budget presented. All budget categories were reviewed and discussed to determine the budget presented in this agenda.

- b) Maintenance and Operation: No report.
- c) Recreation Committee: No report.
- d) Personnel & Policy: Next meeting scheduled for May 30 at 3:30pm. Directors Montes and Meraz are on this committee and will attend.
- e) Government: No report.
- f) Planning Committee: No report.
- g) Trails Committee: No report.
- h) Ad Hoc: No report.

11. ADMINISTRATOR'S REPORT

- a) Monthly Activity Report – April 2024 (pg 32-37):
 - Admin Herz and Supervisor Bain met with John Isom, of Isom Advisors, to determine the strategy of community outreach regarding the proposed bond measure.
 - Admin Herz and Park Supt. Oropeza surveyed the parking lot sites to prepare for the upcoming parking lot paving projects.
 - Recreation Specialist Jade Von Aesch and Office Assistant Toni Ward met with Admin Herz to form a Trails Master Plan Update Committee. A first updated draft has been created and provided to the Trails Committee to be discussed at the next committee meeting.
 - Admin Herz met with Peter Larimer from MTW regarding the RFP process for the driveway project. He changed the mapping of the trails and we are in the early stages of the RFP process.
 - Admin Herz went on a tour with the Orangevale History Project to the Indian Stone Corral in Orangevale. The Orangevale History Project will continue communication with Sacramento County to facilitate future tours.
 - Admin Herz attended her first OVparks Open House which she felt was quite successful.
 - Heat related illnesses and blood-borne pathogens were discussed at the quarterly Safety Meeting.
 - Admin Herz and Supt. Oropeza met with Miracle Play Systems to discuss the potential playground replacement.
 - The Creek Week Clean-Up event on Saturday April 6th was successful with approximately 75 volunteers participating.

Admin Herz provided the Parks report for Supt. Oropeza:

- Parks Maintenance completed installation of the fence privacy cloths and the shade covers at the OVParks Community Pool.
- Creek Week preparations were completed.
- A medium sized tree at Almond Park required removal.
- Stump removal as well as necessary areas of cleanup at Youth Center Park were completed.
- Preparations were made for the Big Day of Service Projects.

Admin Herz advised that she requested the Fulton-El Camino Police provide additional patrols at Almond Park due to an increase in dogs off lease complaints.

Admin Svcs Supervisor Woodford advised that the OVParks Open House had additional registration staff on hand this year, decreasing the wait time in the registration line.

Recreation Supervisor Jason Bain advised that May is doing very well. The OVParks Open House provided program booths to provide information and answer questions prior to getting in line for registration which improved the registration process. The new pool robot vacuum is being utilized and has been a significant timesaver for staff.

12. UNFINISHED BUSINESS

- a) Community Center Roofing Project – Progress Report (pg. 38-43):
Admin Herz advised that the project basically complete with a walkthrough scheduled for next week. Approximately \$5,000 of dry rot repair was added to the expected known costs for the roof replacement. The remaining flat portion of the roof will eventually need to be redone within approximately 2-3 years. The interior tiles stained by the previous leaks will be replaced by Staff. Admin Herz to provide an update at the June BOD meeting.
- b) Update on playground parts for large playground at Orangevale Community Park:
The four platforms ordered have been delivered. The climber is in transit. Once received, installation will be completed within 1-2 weeks. The cost for this project is included in the current fiscal year budget.
- c) Update on parking lot resealing and restriping projects:
Admin Herz advised that a quote was obtained for the revamp of the Pecan Park parking lot to remove the isthmuses which was too costly. The four parking lot sealing projects will be completed as previously approved. The Pecan Park and Almond Park parking lots have already been completed. The Youth Center and Shady Oaks parking lot sealing will be completed at the end of May.

- d) HVAC information: Admin Herz, Supt. Oropeza, and Supervisor Bain met with the company that replaced the unit at Building 1. The existing HVAC systems are TRANE brand which would be the preference to achieve symmetry of replacement systems. Based on conversations with several companies, the budget allocation provided would allow for at least two of the three replacement units at the Community Center building and one installation of a new unit in Building 2. Remaining funds, if any, from the small playground replacement at Orangevale Community Park, can be utilized for thermostats for the new HVAC units. These would cost approximately \$8,000. Admin Herz to provide an update at the June Board of Directors meeting.

13. NEW BUSINESS

- a) Review Options Playground Retrofit vs Replacement for the Small Playground at Community Park (pg. 44-49): The Board reviewed the options and instructed Admin Herz to pursue the retrofit option for the small playground at Orangevale Community Park.
- b) Approval of Resolution 24-05-720 Resolution of Intention to Levy Assessments for Fiscal Year 2024/25, Preliminarily Approving Engineer's Report, and Providing for Notice of Hearing for the Orangevale Landscaping and Lighting Assessment District (OLLAD) (pg. 50-105)

MOTION #8

On a motion by Director Brunberg, seconded by Director Montes, the Resolution 24-05-720 Resolution of Intention to Levy Assessments for Fiscal Year 2024/25, Preliminarily Approving Engineer's Report, and Providing for Notice of Hearing for the Orangevale Landscaping and Lighting Assessment District, 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.

- c) Approval of Resolution 24-05-721 Resolution of Intention to Levy Assessments for Fiscal Year 2024/25, Preliminarily Approving Engineer's Report, and Providing for Notice of Hearing for the Kenneth Grove Landscaping and Lighting Assessment District (pg. 106-128)

MOTION #9

On a motion by Director Brunberg, seconded by Director Montes, the Resolution 24-05-721 Resolution of Intention to Levy Assessments for Fiscal Year 2024/25, Preliminarily Approving Engineer's Report, and Providing for Notice of Hearing for the Kenneth Grove Landscaping and Lighting Assessment District, 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.

- d) Approval of Resolution 24-05-722, Resolution Adopting the Orangevale Recreation and Park District Preliminary Budget for the General Fund for Fiscal Year 2024/25 (pg. 129-150)
Admin Herz reviewed the highlights of the budget. In response to questions, she explained the two categories for employee recognition (20203800, 20203802) are subcategories of the line above it and have been consolidated into it. Contingency funds allocated would require Board approval for any emergency needs. This would likely not be spent but would be available if necessary.

MOTION #10

On a motion by Director Brunberg, seconded by Director Montes, the Resolution 24-05-722, Resolution Adopting the Orangevale Recreation and Park District Preliminary Budget for the General Fund for Fiscal Year 2024/25, 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 Resolution 24-05-723, Resolution Adopting the Orangevale Landscaping and Lighting Assessment District (OLLAD) Preliminary Budget for Fiscal Year 2024/25 (pg. 151-158)
Director Stickney advised concern that land approval maintenance for Streng Park and Sundance Park areas will likely cost more than allocated. Admin Herz will revisit this area of the budget prior to the final budget.

MOTION #11

On a motion by Director Brunberg, seconded by Director Montes, the Resolution 24-05-723, Resolution Adopting the Orangevale Landscaping and Lighting Assessment District (OLLAD) Preliminary Budget for Fiscal Year 2024/25, 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) Approval of Resolution 24-05-724, Resolution Adopting the Kenneth Grove Landscaping and Lighting Assessment District (KG) Preliminary Budget for Fiscal Year 2024/25 (pg. 159-164)
Director Stickney requested allocation additional monies to insure adequate funds are available for landscape sculptures, landscaping, and maintenance improvements. Admin Herz has allocated fixed asset funds for landscape sculpture. She will increase funds in Services and Supplies and decrease the fund balance to insure more landscaping funds are available. Admin Herz to present this change in the final budget.

MOTION #12

On a motion by Director Brunberg, seconded by Director Stickney, the Resolution 24-05-724, Resolution Adopting the Kenneth Grove Landscaping and Lighting Assessment District (KG) Preliminary Budget for Fiscal Year 2024/25, with recommendations for the final budget, 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.

- g) Approval of the First Amendment to the Orangevale Recreation and Park District Beneficiary Agreement for American Rescue Plan Act of 2021 (pg. 165-168): Admin Herz advised of a current contract with the County of Sacramento to collect OVparks' American Rescue Plan Relief Funds (ARPRF). Approval of the First Amendment would authorize Admin Herz to sign the contract to allow Sacramento County to process the payment to OVparks an additional \$167,000.

MOTION #7

On a motion by Director Brunberg, seconded by Director Stickney, the First Amendment to the Orangevale Recreation and Park District Beneficiary Agreement for American Rescue Plan Act of 2021, 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.

- h) Update on projects (verbal)
Burketts will correct imperfections in the pool plaster prior to May 30th. Pool lights will be assessed and installed during the same timeframe.

Admin Herz will research obtaining a new water fountain at Youth Center Park. If the cost exceeds \$5,000, she will bring back to the Board for approval.

14. DIRECTOR AND STAFF COMMENTS

Admin Herz provided an update on outreach to and feedback from the community regarding the proposed G.O. Bond. She has been meeting with community, sports, facility use, political and social groups in the area. Admin Herz was interviewed by Orangevale Live regarding the bond information which was posted on Facebook recently. She spoke at the Orangevale Community Council and the Orangevale History Museum, to discuss the bond and request feedback of amount to request on bond. Brad Squires gave a shout out regarding the OVparks bond measure at the rally for the Big Day of Service and encouraged the community to reach out to OVparks to provide feedback and support. Some area sports groups have expressed interest in posting the bond measure information details on their website. Admin Herz also spoke at the recent Sue Frost Community Meeting to share information and answer questions.

Supervisor Bain advised that the TigerSharks Swim Team has begun practice. The CRHS Avid class will be utilizing the OVparks pool for an end of year party which is organized between Chris Horner of CRHS and Supervisor Bain. Hiring of summer aquatics staff is currently in process. Aquatics Specialist Kim Vickers has been doing a great job preparing for the upcoming season. Kidz Korner

preschool will be offering additional schedule options for Fall of 2024.

Supervisor Woodford shared appreciation to the Board of Directors for allowing AARP to conduct free tax preparation to seniors in the community at OVparks Community Center. At least five hundred seniors benefited from this free program. The Board directed Admin Herz to invite them to a BOD meeting to extend appreciation to them for the service they provide to the senior community.

Finance/HR Supt. Von Aesch advised that new hire paperwork is beginning to be turned in. All employees will attend a mandatory Districtwide Harassment Training with the HR attorney.

Director Meraz mentioned the Arcade-Cripple Creek Trail grand opening was great success. He thanked the OVparks staff for their participation working the booth at Streng Park. They distributed bottled water and asked passersby for input on potential Streng Park improvements during the trail opening event.

Director Stickney mentioned all District parks looked good although the one at the Youth Center could use a little improvement.

Director Montes expressed sincere appreciation to the Parks Maintenance team for their participation in the Big Day of Service event. She is looking forward to the upcoming Summer Palooza event in June.

Director Presinal shared excitement for approaching summer season.

15. ITEMS FOR NEXT AGENDA

- a) Public Hearings for Assessment Districts
- b) Salary Schedule
- c) Arcade-Cripple Creek Trail MOU
- d) Illness and Injury Prevention Policy Manual Updates
- e) HVAC update

16. ADJOURNMENT

MOTION #13

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 8:00 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.

Mike Stickney, Chairperson