

ORANGEVALE RECREATION & PARK DISTRICT

Minutes of Meeting of Board of Directors August 21, 2025

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on August 21, 2025 at the District Office. Director Brunberg called the meeting to order at 6:30 p.m.

Directors present: Brunberg, Stickney, Presinal
Directors absent: Meraz, Montes,
Staff present: Becky Herz, District Administrator
Horacio Oropeza, Park Superintendent
Jason Bain, Recreation Manager
Melyssa Woodford, Admin. Services Manager

3. **PLEDGE OF ALLEGIANCE** The Pledge of Allegiance was conducted.

4. **APPROVAL OF AGENDA** On a motion by Director Stickney, seconded by Director Presinal, the agenda was approved by a vote of 3-0-0 with Directors Stickney, Presinal, and Brunberg, voting Aye. There were no Nays or Abstentions.
MOTION #1

5. **PUBLIC DISCUSSION** No one wished to address the Board during public discussion.

6. **MINUTES** a) Approval of the Minutes of the Regular Meeting on July 17, 2025 (pg 4-10): On a motion by Director Brunberg seconded by Director Presinal, the minutes were approved by a vote of 3-0-0 with Directors Stickney, Presinal, and Brunberg, voting Aye. There were no Nays or Abstentions. Directors Meraz and Montes were absent.
MOTION #2

7. **CORRESPONDENCE**
 - a) Email from Nelson Kirk – “Thank you – A Shared Vision for Trees & Community” (pg. 11): Admin Herz shared communication from retired Park Maintenance employee Nelson Kirk expressing his excitement to stay connected with the District in ongoing tree planting throughout the parks. He has been sending many photos and ideas to Park Supt. Oropeza.

 - b) Communication with Jordan Maurer – Public Records Act Request (pg. 12-18): A public records request was received from a law firm which originally was erroneously sent to the wrong email and physical address. Admin Herz has notified CAPRI of the request; however, no claim has been filed to date. The requester is charged

twenty-five cents per page for printed copies of requested information.

- c) Orangevale View articles, July 11 and July 25 (pg. 19): Admin Herz shared two articles published in the Orangevale View. One of the articles provides a more comprehensive article to spotlight OVparks which she would like to see on a regular basis as space permits. In addition, Admin Herz shared the article written by Recreation Coordinator Kim Vickers advising the community of steps OVparks has in place to provide accommodations for children to access OVparks programming.
- d) Email for the Office of Kevin Kiley concerning Veterans History Project partnership (pg. 20): Admin Herz advised that OVparks will be partnering with Kevin Kiley and the Orangevale History Project to provide a space to conduct interviews of fifteen veterans for their Veterans Project. This event will be held tomorrow, August 22nd and will become part of the Library of Congress. OVparks is excited to be a part of this event.

**8. CONSENT
CALENDAR**

MOTION #3

- a) Admin Herz addressed concerns from the Board regarding Final 9 that the increase in income has not kept pace with the estimated increase. Final 9 is charged a standard rental fee and pay OVparks a percent of their income. Approximately 1 ½ years remain on the current contract with Final 9. Admin Herz recommended adding an automatic three percent escalator to the contract renewal rather than an income percentage. An audit will be conducted within the next year as scheduled.

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

**8.1. CONSENT
MATTERS
GENERAL FUND**

- a) Ratification of Claims for Period 13 2025 (pg 21)
- b) Budget Status Report for Period 13 2025 (pg 22-24)
- c) Revenue Report for Period 13 2025 (pg 25)
- d) Ratification of Claims for July 2025 (pg. 26)
- e) Budget Status Report for July 2025 (pg. 27-28)
- f) Revenue Report for July 2025 (pg. 29)

**8.2. OLLAD
CONSENT
MATTERS**

- a) Ratification of Claims for Period 13 2025 (pg 30)
- b) Budget Status Report for Period 13 2025 (pg 31-32)
- c) Ratification of Claims for July 2025 (pg. 33)
- d) Budget Status Report for July 2025 (pg. 34-35)

**8.3. KENNETH
GROVE
CONSENT
MATTERS**

- a) Ratification of Claims for Period 13 2025 (pg 36)
- b) Budget Status Report for July 2025 (pg 37)
- c) Budget Status Report for July 2025 (pg. 38)

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

MOTION #4

a) Ratification of Claims for Period 13 2025 (pg. 39)

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

10. PUBLIC HEARING

a) Staff Report and Budget Presentation

Director Brunberg opened the Public Hearing for Changes to the Preliminary Budget and the Overall Proposed Final Budget at 6:45pm.

No public input was provided. Director Brunberg closed the Public Hearing.

Admin Herz advised an increase of \$139,000 in the fund balance for a total of \$216,660 moving into the 2025/2026 Fiscal Year Final Budget. The additional funds have been allocated to increase the interest due estimates, increase the rental due estimates, and decrease the recreational revenue. The OVparks summer programs have lower enrollment due to the free and reduced programs offered by San Juan Unified School District this summer. Salaries and Benefits expenditures were decreased by \$36,000 from the preliminary budget. Workers Compensation modification number is much lower than what was calculated which is a savings of \$26,000. The Recreation Service Fees are reduced by \$10,000. Capital Improvement Expenditures have increased by \$94,000 due to the Building 1 roof repair.

b) Public Hearing: Approval of Resolution 25-08-746, Resolution Adopting the Orangevale Recreation & Park District General Fund Final Budget for Fiscal Year 2025/26:

Director Brunberg opened the Public Hearing for Adopting the Orangevale Recreation & Park District General Fund Final Budget for Fiscal Year 2025/26 at 6:55pm.

No public input was provided. Director Brunberg closed the Public Hearing.

MOTION #5

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

c) Public Hearing: Approval of Resolution 25-08-747, Resolution Adopting the Orangevale Recreation & Park District Appropriation Limit Schedule for Fiscal Year 2025/26:

Admin Herz advised that the schedule indicates that the tax revenue OVparks is predicting to collect is \$1,955,286 which based on the appropriation limit formula is well below the maximum appropriation limit of \$5,341,782.

Director Brunberg opened the Public Hearing for Adopting the Orangevale Recreation & Park District Appropriation Limit Schedule for Fiscal Year 2025/26 at 7:00pm.

No public input was provided. Director Brunberg closed the Public Hearing.

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

MOTION #6

- d) Public Hearing: Approval of Resolution 25-08-748, Resolution Adopting the Orangevale Landscaping and Lighting Assessment District Final Budget for Fiscal Year 2025/26:

Director Brunberg opened the Public Hearing for Adopting the Orangevale Landscaping and Lighting Assessment District Final Budget for Fiscal Year 2025/26 at 7:05pm.

No public input was provided. Director Brunberg closed the Public Hearing.

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

MOTION #7

- e) Public Hearing: Approval of Resolution 25-08-749, Resolution Adopting the Kenneth Grove Landscaping and Lighting Assessment District Final Budget for Fiscal Year 2025/26:

Director Brunberg opened the Public Hearing for Adopting the Kenneth Grove Landscaping and Lighting Assessment District Final Budget for Fiscal Year 2025/26 at 7:10pm.

No public input was provided. Director Brunberg closed the Public Hearing.

Admin Herz advised that no changes were made, and the landscape sculpture is in the budget but will be deprioritized in the Capital Projects list until time to facilitate. Admin Herz will reach out to the Kenneth Grove residents to receive their input.

MOTION #8

On a motion by Director Presinal, seconded by Director Brunberg, the Adopting the Kenneth Grove Landscaping and Lighting Assessment District Final Budget for Fiscal Year 2025/26 was approved by a vote of 3-0-0 with Directors Stickney, Presinal, and Brunberg, voting Aye. There were no Nays or Abstentions. Directors Meraz and Montes were absent.

- f) Approval of Resolution 25-08-750, Resolution Approving the Revision of the District's Reserve Designations in Accordance with GASB 54

Director Brunberg opened the Public Hearing for approving the revision of the District's Reserve designations in accordance with GASB 54

No public input was provided. Director Brunberg closed the Public Hearing.

Admin Herz advised that the reserve will remain the same at \$545,014. The Fund Balance for the General Fund is \$216,000. The Reserve for OLLAD is combined of the Fund Balance and OLLAD reserve which is \$538,850. Kenneth Grove has a fund balance of \$31,000. Changes were made in In-Lieu, money able to spend on property purchases, new amenities, and capital improvements has \$99,456. However, \$90,000 is allocated to assist with the cost of the roofing project. Park Development Fees for new parks or new amenities will be discussed to consider usage of funds in the next year.

MOTION #9

On a motion by Director Brunberg, seconded by Director Stickney, the Revision of the District's Reserve Designations in Accordance with GASB 54 was approved by a vote of 3-0-0 with Directors Stickney, Presinal, and Brunberg, voting Aye. There were no Nays or Abstentions. Directors Meraz and Montes were absent.

11. STANDING COMMITTEE REPORTS

- a) Administration and Finance: No report.
- b) Maintenance and Operation: No report.
- c) Recreation Committee: Aug 1 Meeting Recap (pg. 40-41). Two applications were reviewed to present to the Board for approval in this Agenda. The Committee discussed the timeline of the approval of applications. Manager Bain created a spreadsheet of the recurring special events. The Recreation Committee has waived the review of regular recurring special events which would go directly to the Board of Directors Meeting for approval unless changes are made to the rental from previous years.

- d) Personnel & Policy: Next Meeting moved to take place after Admin Herz meets with CAPRI's legal counsel for review. If Director Meraz will not be able to attend, Director Brunberg will attend.
- e) Government: No report.
- f) Planning Committee: No report.
- g) Trails Committee: Trails Committee: Aug 1 Meeting Recap (pg. 42): Great progress is being made on the Trails Master Plan. Research is being conducted on the E-Bike regulations and restrictions. Maps need to be updated. The Master Plan has a four-year strategic plan embedded in it which will be reviewed in four years.
- h) Ad Hoc:
 - 1. July 24 Meeting Recap (pg. 43-45): Brad Squires from the Orangevale/Fair Oaks Community Foundation attended the meeting for discussion of establishing a non-profit.
 - 2. Formation and scheduled meeting to obtain feedback for DA Evaluation: Director Brunberg requested scheduling to meet with five or six OVparks employees at 11am on September 9th for approximately fifteen minutes each, to provide feedback for the evaluation process. She assigned Director Stickney to also be on the Ad Hoc Committee.

12.

**ADMINISTRATOR'S
REPORT**

- a) Monthly Activity Report – July 2025 (pg 46-52): Admin Herz provided the following District information & updates:
 - On July 11, OVparks hosted the Tropical Escapes event. Over 50 community members attended and enjoyed lunch, Hawaiian music, games, and good times with friends.
 - On July 23, Santa made special trip to the Orangevale Community Pool and celebrated “Christmas In July” with kids and adults alike.
 - On July 24, all OVparks full-time and year-round staff participated in the quarterly safety meeting and teambuilding training.
 - On July 31, Admin Herz held a Department Heads lunch to review adjustments in the Final Budget, to develop a strategic plan for internal staff committees, and to build interdepartmental communication.
 - Kidz Korner has a new preschool teacher, Quinn Piccinonno, who also ran the Wiggles & Giggles preschool program during the summer. Several Wiggles & Giggles participants enrolled in the Fall session of Kidz Korner Preschool.

Manager Woodford advised that Friends Feast for Active Adults will be held on November 7th.

Park Supt. Oropeza advised that signage for E-Bike restrictions, dog leash laws and park rules have been installed. Drinking fountains have been installed at Almond Park and Youth Center Park. Park Maintenance staff installed the replacement playground amenities at Orangevale Community Park and at Norma Hamlin Park.

Park Supt. Oropeza advised that work has been done at the Coyote Court access to Sundance Nature Trail. He plans to place bark in the area and remove a couple of the trees. Director Stickney suggested discussing Coyote Court, Kenneth Grove, and Streng Avenue to establish a three-year plan for each area at the next Maintenance Committee Meeting to be scheduled by the end of September. Director Stickney advised that the field at Palisades has some areas of dry grass with patches of dirt.

Manager Jason Bain advised that recreation programming is going well with the switch to the Fall Activity Guide. He shared the most recent data and received kudos from the Board for the new graph style.

13. UNFINISHED BUSINESS

- a) Wildfire Prevention Update. (verbal): Admin Herz has met with the California Conservation Corp to identify the approach to wildfire prevention. Although nature area at Orangevale Community Park indicates the most need, the Conservation Corp recommended not addressing the area this soon after the summer weather. They will plan to address the Shackleton Woods area as soon as the end of August or early September and move crews to the Orangevale Community Park nature area next. If time permits, the Rollingwood and Sundance Nature Area. Norma Hamlin Park is not included with the Conservation Corp wildfire prevention.
- b) Streng Park Update (verbal): Admin Herz has researched the encroachment areas and what has been addressed in the past by previous District Administrators. She has emailed Attorney David McMurchie to request an example letter to send, or she will draft a letter for his review.
- c) OCCP HVAC Project Update (verbal): Admin Herz advised that the HVAC project has been completed and is awaiting final inspection. A change order was necessary for just over \$8,000 due to the existing support platform being one-third the thickness required.

14. NEW BUSINESS

- a) Approve the Sacramento Tree Foundation's Request to Responsibly Harvest Acorns (pg. 53-54): Admin Herz presented the options to bring this topic to the Board each year for approval or direct the District Administrator to move forward and advise the Board.

MOTION #11

On a motion by Director Brunberg seconded by Director Stickney, the Sacramento Tree Foundation's Request to Responsibly Harvest Acorns and direct the District Administrator to submit the 2025 permission request on behalf of the District, was approved by a vote of 3-0-0 with Directors Stickney, Presinal, and Brunberg, voting Aye.

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

- b) Proposed Holiday Closure Schedule for the Community Center (pg. 55-57):

Admin Herz presented the options to bring this topic to the Board each year for approval or direct the District Administrator to move forward and advise the Board of closure dates.

MOTION #12

On a motion by Director Brunberg seconded by Director Presinal, the Proposed Holiday Closure Schedule for the Community Center and direct the District Administrator to annually designate the closure of the Community Center for the holiday season during the December and January Winter Break and inform the Board of closure dates, was approved by a vote of 3-0-0 with Directors Stickney, Presinal, and Brunberg, voting Aye. There were no Nays or Abstentions. Directors Meraz and Montes were absent.

- c) Ratification of the Agreement with All Events Management Group & the Orangevale History Project to rent Building 2 and the Nearby Grassy Area for “A Night at the Museum” event on September 12, 2025. (pg. 58-69)

MOTION #13

On a motion by Director Brunberg seconded by Director Stickney, the Ratification of the Agreement with All Events Management Group & the Orangevale History Project to rent Building 2 and the Nearby Grassy Area for “A Night at the Museum” event on September 12, 2025, was approved by a vote of 3-0-0 with Directors Stickney, Presinal, and Brunberg, voting Aye. There were no Nays or Abstentions. Directors Meraz and Montes were absent.

- d) Approval of the Agreement with Clipped in for Life to rent Orangevale Community Park for a Sacramento Cyclocross event on Oct 18-19, 2025 (pg. 70-80)

This event will not need to be brought to the Board of Directors for approval each year moving forward unless changes are made or if time of year the event is held is significantly altered. Director Stickney mentioned that the map from the previous year worked very well and requested Park Supt. Oropeza to work closely with the event organizers to protect the railroad signage in the park.

MOTION #14

On a motion by Director Brunberg seconded by Director Stickney, the Agreement with Clipped in for Life to rent Orangevale Community Park for a Sacramento Cyclocross event on Oct 18-19, 2025, was approved by a vote of 3-0-0 with Directors Stickney, Presinal, and Brunberg, voting Aye. There were no Nays or Abstentions. Directors Meraz and Montes were absent.

- e) Approval to Dispose of Surplus Property with Low or No Value Through Sale or Donation. (pg. 81)

MOTION #15

On a motion by Director Brunberg seconded by Director Stickney, the Dispose of Surplus Property with Low or No Value Through Sale or Donation, was approved by a vote of 3-0-0 with Directors Stickney, Presinal, and Brunberg, voting Aye. There were no Nays or Abstentions. Directors Meraz and Montes were absent.

- f) Approval of the Recommendation by the Ad Hoc Committee to Direct the District Administrator to Pursue an MOU with Orangevale Fair Oaks Community Foundation. (pg. 82)

The Board of Directors directed Admin Herz to pursue an MOU and bring this agenda item back to the next BOD Meeting for review and discussion.

15. DIRECTOR AND STAFF COMMENTS

Admin Herz mentioned that some limbs came down in the Farmer's Market area. All Farmer's Market amenities will be removed from any trees and poles in the area tomorrow to maximum safety of the community. One of the fruitless pear trees is slated for removal.

Admin Herz would like to obtain a quote from Garland Roofing, approved through OMNIA for government bidding for supplies. The supplier vets the bidders to obtain government approved bids. This does not bypass any requirement to go through a bidding process. The bidding process is achieved through the OMNIA bidding process and is designed for government agencies. The Board of Directors requested that Admin Herz request Garland provide proof of transparency and ability for the Board to view all bids. Prevailing wage is required. All qualified companies may submit a bid. The BOD requested that Admin Herz is present at the walkthrough process.

Admin Herz thanked the BOD for approving the budget and the Department Heads for being very responsible and budget conscious in producing a healthy final budget.

Manager Bain mentioned the Rummage Sale will be held on September 20th. He also advised that the Orangevale Community Pool is closed for the season. Restroom repairs at the pool will be completed over the winter months.

Park Maintenance Supt. Oropeza thanked all the staff for taking care of extra issues that occurred throughout the month. A hazardous waste inspection was held and OVparks is considered a waste generator due to the pool chemicals, generating oil, and store chemicals, such as fertilizer, in a box. OVparks will be regularly inspected and may accrue a larger cost. The inspector was very informative and provided areas in need of correction.

Director Stickney mentioned that he noticed two dead oak trees at Pecan Park. Park Supt. Oropeza advised that he plans to have those, and two other trees removed. The parks look very good in general.

Director Presinal expressed appreciation to the staff for a good job.

Director Brunberg thanked everyone for a great job.

**16. ITEMS FOR
NEXT AGENDA**

- a) Front Entrance Door Contract
- b) Roof Contract
- c) Trailer Contract
- d) Recreation Coordinators' introduction and presentation

17. ADJOURNMENT

MOTION #16

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 8:47 p.m. On a motion by Director Brunberg, seconded by Director Montes, the adjournment was approved by a vote of 3-0-0 with Directors Stickney, Presinal, and Brunberg, voting Aye. There were no Nays or Abstentions. Directors Meraz and Montes were absent.

Sharon Brunberg, Chairperson