

ORANGEVALE RECREATION & PARK DISTRICT

Minutes of Meeting of Board of Directors September 18, 2025

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on September 18, 2025 at the District Office. Director Montes called the meeting to order at 6:30 p.m.

Directors present: Stickney, Meraz, Montes
Directors absent: Brunberg, Presinal
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 Meraz, seconded by Director Stickney, the agenda was approved by a vote of 3-0-0 with Directors Stickney, Meraz, and Montes voting Aye. There were no Nays or Abstentions.
MOTION #1 Directors Brunberg and Presinal were absent.

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

6. **MINUTES**
 - a) Approval of Minutes of the Regular Meeting on August 21, 2025 (pg 3-12): This agenda item is tabled until the next Board of Directors meeting due to the lack of a quorum.

7. **CORRESPONDENCE**
 - a) Orangevale View articles, August 8 and August 22 (pg. 13): In addition to the regular advertisement, the District will submit additional articles to publish when space is available. The Orangevale View published the Public Hearing Notice for the final budget at no charge to the District.

 - b) Notice of Property Encroachment at Streng Park (pg. 14): Certified letters were mailed to three Citrus Heights residents on Streng Avenue regarding encroachment onto the Streng Park property owned by OVparks. The letter was reviewed by Attorney David McMurchie prior to mailing. The residents have been advised to correct the encroachment by the end of November.

**8. CONSENT
CALENDAR**

MOTION #2

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

**8.1. CONSENT
MATTERS
GENERAL FUND**

- a) Ratification of Claims for August 2025 (pg 15-16)
b) Budget Status Report for August 2025 (pg 17-18)
c) Revenue Report for August 2025 *no report available.

**8.2. OLLAD
CONSENT
MATTERS**

- a) Ratification of Claims for August 2025 (pg 19-20)
b) Budget Status Report for August 2025 (pg 21-22)

**8.3. KENNETH GROVE
CONSENT
MATTERS**

- a) Ratification of Claims for August 2025 (pg 23)
b) Budget Status Report for August 2025 (pg 24)

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

- a) Ratification of Claims for August 2025 (pg. 25):
This agenda item is tabled until the next Board of Directors meeting due to the lack of a quorum.

10. PRESENTATION

- a) Recreation Department – 2025 Summer Activities Report (verbal): Recreation Manager Bain introduced Recreation Coordinators Kim Vickers and Riley Patton, both with Aquatics background. Vickers began full-time employment at OVparks about one year ago. Patton joined OVparks as a full-time employee in July. Vickers and Patton presented the summer programming offered this year. The majority of participants in the two lifeguard certification classes offered this year become employed at OVparks during the summer. Coordinator Vickers summarized the participation in Aquatics programming this summer with a total of 938 lessons given. The TigerSharks Swim Team had 175 participants. Admin Svcs Manager Woodford shared that Coordinator Vickers made regular adjustments throughout the summer to accommodate community demand for swim lesson levels. Participants are from Orangevale as well as many of the surrounding community areas. Recreation Manager Bain and Recreation Specialist Julz Chavez kicked off the first three weeks of the eight-week Rec'ing Crew program. Coordinator Patton began employment during the third week of Rec'ing Crew Day Camp, and she spent notable time at the camp to learn about the program as it was running. Field trips to the Sac State Planetarium, SunSplash Water Park, bowling, and the roller-skating rink were scheduled for camp participants enrolled in the even numbered weeks of camp. A choice of extended or regular hours were offered for both 4-day or 5-day options available. The most popular session was the 4-day, regular hour

session. A total of 527 registered in the Rec'ing Crew program this summer. A Junior Leader program for ages 13-15 years old was offered for those who were too old for the Rec'ing Crew program but too young to be an employee at OVparks. The senior Tropical Escape event, coordinated by Admin Svcs Manager Woodford, had fifty-five participants. She is looking forward to the fall senior Friends Feast luncheon. Coordinator Vickers advised that the Wiggles & Giggles summer preschool program was offered again this year at the preschool building for seven weeks, three days a week, with a total of sixty-nine registrations. Several summer program participants signed up for the new preschool year. Coordinator Patton provided an overview of additional programs offered this summer. New programs included Amazing Athletes, RoboThink, and Creative Arts class. Coordinator Patton graduated from Sacramento State in May 2025 and is excited to implement some of her ideas into the programming at OVparks. The Board encouraged her to come back and share some of her ideas. Coordinators Vickers and Patton have been working very well together and collaborating with new ideas. The Board welcomed both to OVparks.

11. STANDING COMMITTEE REPORTS

- a) Administration and Finance: No report.
- b) Maintenance and Operation: No report.
- c) Recreation Committee: No report.
- d) Personnel & Policy: The draft of the 2nd update to the Personnel Policy Manual is currently being reviewed by CAPRI Attorney Katie Mola. Next meeting moved to November.
- e) Government: No report.
- f) Planning Committee: No report.
- g) Trails Committee: Trails Committee: Next meeting will most likely be held in October.
- h) Ad Hoc: a Closed Session ad hoc meeting held September 9th. Director Stickney requested that a new Ad Hoc Committee be formed to include Director Brunberg and Director Presinal. This Committee is asked to schedule a meeting as soon as practical, to review a potential letter.

12. ADMINISTRATOR'S REPORT

- a) Monthly Activity Report – August 2025 (pg 26-31): Admin Herz shared the following meetings attended and events held:

- On Aug 4, Admin Herz attended the CPRS D2 Admin Section meeting at the Florin Creek Recreation Center.
- On Aug 6, Manager Bain attended the Orangevale Business Watch Meeting.
- On Aug 7, Admin Herz participated in the CARPD Legislative Committee Meeting online.
- On Aug 8, Admin Herz attended the OV Community Council Meeting.
- On Aug 12, Admin Herz sat on an interview panel for Cosumnes CSD for the position of Recreation Supervisor – Aquatics.
- On Aug 15, Admin Herz and Manager Bain met with Stephanie Tseu from Girls on the Run of Greater Sacramento to discuss bringing the program to Orangevale.
- On Aug 20, Admin Herz and Analyst Harling participated in CPS HR's 2025 HR Webinar Series: Writing that Works – Helping HR Pros Communicate with Clarity and Credibility.
- On Aug 22, Admin Herz attended Bruce Barber's retirement party at the Orangevale Library.
- On Aug 25, Admin Herz and Coordinator Patton met with Jenn Gustafson to sign the MOU with Teen Council and discuss facility logistics.
- On Aug 26, Admin Herz and Superintendent Oropeza met with Garland Company to discuss the specifications and plan the site-walk for the roofing project on Building #1
- On Aug 27, Admin Herz attended the MMANC Region 3 Virtual Meet & Greet meeting.
- On Aug 28, Admin Herz, Manager Woodford, Analyst Harling and Analyst Myren met with members of the County's payroll team for in-dept COMPASS training.
- On Aug 29, Admin Herz, Analyst Harling and Analyst Myren attended the online 2026 Plan Overview for Special District Benefits.

Events:

- On Aug 1, OVparks held the 2025 Hot Dog Hoe Down event at the Orangevale Pool. This annual event is always enjoyed by the families in our community, and it is a great way to wrap up our swimming season.
- On Aug 6, the final Rubber Duck Races event was held at Orangevale Pool, during open swim time. Participants enjoy decorating their ducks and watching them race down the slide to make a big splash.
- On Aug 22, OVparks partnered with the Orangevale History Project and Congressman Kevin Kiley to host the "Veterans Project". Veterans were interviewed by volunteers to document their experience for the Library of Congress.

Manager Woodford advised that Aging Well Symposium & Resource Fair will be held on Saturday, October 4, 2025, 8:30am-2:00pm.

Park Supt. Oropeza provided the following update:

- The installation of the new slide at Norma Hamlin Park has been completed and the large slide at the Orangevale Community Park has been removed and replaced with a climber. Admin Herz suggested the large playground at Orangevale Community Park be retrofitted in approximately two years as was accomplished with the small playground at this site last year.
- Park Supt. Oropeza mentioned No E-Bikes and Dogs Off Leash signs were installed at Orangevale Community Park, Orangevale Community Center, and Almond Park. However, the Almond Park Dogs Off Leash signs have disappeared and need to be replaced. A social media post was made to remind the community that dogs must be on a leash at Almond Park. Supt. Oropeza shared that one of the recently installed E-Bike signage at the Orangevale Community Park has been vandalized. Admin Herz plans to publish an article in the OV View regarding these issues to educate the community.
- The preschool building ramp was renovated by Park Maintenance Staff.
- The broken changing table in the men's restroom at the Orangevale Community Center was replaced.
- The California Montessori (Coleman) School backflow issue, which caused dry areas in the field, has been resolved through coordination with San Juan Unified School District.
- Four trees were removed from the Orangevale Community Center Park. The remaining pear trees eventually need to be removed. Replacement trees will be planted during good weather.
- Additional bollards need to be placed throughout the parks to prevent vehicles from driving onto park areas.
- The CA State Health Dept Inspection, and onsite Hazmat Inspection of the Pool and Corporation Yard, were conducted, which will occur annually.
- Admin Herz and Supt. Oropeza have obtained information regarding the Mediterranean Oak Borer, an insect which infects the tree and slowly kills the tree. If an infection is located, a specific protocol must be followed to properly remove the tree, chip the wood, and remove debris.

Manager Jason Bain advised that Recreation Department is doing well. The Fall Rummage Sale will be held on Saturday, September 20th. OVparks Family Fright Night will be held on October 10, 2025.

13. UNFINISHED BUSINESS

- a) Wildfire Prevention Update. (verbal): Admin Herz informed the Board that the Conservation Corp startup has been delayed and will hopefully begin in October.
- b) Discuss the Results of Personnel & Policy Committee Requested Surveys of Sick Leave and Phone Reimbursement (pg. 32-33)
Admin Herz shared the survey conducted of other similar Districts in the area. The Personnel & Policy Committee noted that the current sick leave is high comparatively to other Districts. In addition, employee phone reimbursement versus providing a dedicated work phone was discussed. Concern was voiced regarding utilizing personnel devices for business use as a general practice for potential privacy concerns. The Board does not advise to change the cell phone reimbursement rate. The Board discussed changing the sick leave hours granted to staff. Consideration to be given to provide an additional personal holiday in exchange for reduction in sick leave accrual from 9.2 to 8 hours per month. The Personnel & Policy Committee will discuss and bring back a recommendation at future board meeting for Board Meeting as part of the Personnel Policy Manual Update approval.

14. NEW BUSINESS

- a) Approval to Replace the Front Door at the Orangevale Community Center with an Updated Stanley Sliding Door no more than \$15,000. (pg. 34-37)

MOTION #3

On a motion by Director Montes, seconded by Director Meraz, the Replacement of the Front Door at the Orangevale Community Center with an Updated Stanley Sliding Door for no more than \$15,000, was approved by a vote of 3-0-0 with Directors Stickney, Meraz, & Montes voting Aye. There were no Nays or Abstentions. Directors Brunberg and Presinal were absent.

- b) Approval of Purchase a Trailer for no more than \$16,500. (pg. 38): Director Stickney suggested raising the amount to no more than \$17,500 to accommodate flexibility to shop for quality.

MOTION #4

On a motion by Director Stickney, seconded by Director Montes, the Purchase of a Trailer for no more than \$17,500, was approved by a vote of 3-0-0 with Directors Stickney, Meraz, & Montes voting Aye. There were no Nays or Abstentions. Directors Brunberg and Presinal were absent.

- c) Approval of the Contract through OMNIA/Garland Company for the Replacement Roof on Building #1 (verbal) (pg. 39-41): This is through the JOC (Job Order Contract) project delivery method where Garland takes the lead on creating the RFP and obtaining the contractor bids. Six bids were submitted and presented. The Solano County Roofing Company provided the lowest bid, which

would complete the project for a little under budget. The project will be managed by the representative of the Garland Company.

Director Stickney advised that both Building 1 & 2 need some changes to the interior to improve the usability of the buildings for recreation and rental purposes. He proposed that repairing the roof may not be advisable due to the condition of the buildings. Director Montes commented that Buildings 1 & 2 are versatile, and some improvements can be made by the Parks Staff.

Staff advised that when the property was obtained, the District was aware of necessary maintenance required. Building #1 is utilized for a variety of rentals and programs, and essential to maintain summer programs at full capacity. Staff advised that it is imperative to fix the roof to avoid structural damage to the building.

The Board of Directors directed Admin Herz to provide a plan for remodeling the bathrooms in Buildings 2 for the Board to review in November. She will also research occupancy to number of bathrooms needed.

MOTION #5

On a motion by Director Montes, seconded by Director Meraz, the Contract through OMNIA/Garland Company for the Replacement Roof on Building #1, was approved by a vote of 3-0-0 with Directors Stickney, Meraz, & Montes voting Aye. There were no Nays or Abstentions. Directors Brunberg and Presinal were absent.

15. CLOSED SESSION

- a) Closed Session pursuant to Government Code Section 54956.9(d)(1) Anticipated Litigation: Liability & Property – 1 claim:
- b) Closed Session pursuant to Government Code Section 54957 Public Employee Performance Evaluation: District Administrator:

The Board went into closed session at 7:50pm.

16. RESUME PUBLIC SESSION & ANNOUNCE ACTIONS FROM CLOSED SESSION

- a) Closed Session pursuant to Government Code Section 54956.9

The Board resumed public session at 8:22pm

Direction was given to the District Administrator regarding the anticipated litigation liability and property claim.

- b) Closed Session pursuant to Government Code Section 54957

No action taken.

**17. DIRECTOR AND
STAFF COMMENTS**

No comments were made.

**18. ITEMS FOR NEXT
AGENDA**

a) Minutes of the Regular Meeting on August 21, 2025

b) Ratification of Claims for August 2025

19. ADJOURNMENT

MOTION #6

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 8:24 p.m. On a motion by Director Montes, seconded by Director Meraz, the adjournment was approved by a vote of 3-0-0 with Directors Stickney, Meraz, and Montes, voting Aye. There were no Nays or Abstentions. Directors Brunberg and Presinal were absent.

Lisa Montes, Acting Chairperson