

ORANGEVALE RECREATION & PARK DISTRICT

Minutes of Meeting of Board of Directors October 16, 2025

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on October 16, 2025 at the District Office. Director Brunberg called the meeting to order at 6:33 p.m.

Directors present: Brunberg, Stickney, Meraz, Montes, Presinal
Directors absent: None
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 Montes, seconded by Director Stickney, 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.
MOTION #1

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

6. **MINUTES**
 - a) **Ratify edits to the minutes of the Special Meeting on May 13, 2025 (pg. 3-4):**
On a motion by Director Montes, seconded by Director Stickney, the ratification of edits to the minutes of the Special Meeting on May 13, 2025, were 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) **Approval of the minutes of the Regular Meeting on August 21, 2025 (pg. 5-14):**
On a motion by Director Brunberg, seconded by Director Presinal, the minutes of the Regular Meeting on August 21, 2025 were approved by a vote of 3-0-2 with Directors Stickney, Brunberg, and Presinal, voting Aye. There were no Nays. Directors Meraz and Montes abstained.

 - c) **Approval of the minutes of the Regular Meeting on September 18, 2025 (pg. 15-22):**
On a motion by Director Brunberg seconded by Director Stickney, the minutes of the Regular Meeting on September 18, 2025, were

approved by a vote of 3-0-2 with Directors Stickney, Meraz, and Montes voting Aye. There were no Nays. Directors Brunberg and Presinal abstained.

7. CORRESPONDENCE

MOTION #5

- a) Confidential envelope – Attorney billing September 2025:
On a motion by Director Stickney, seconded by Director Brunberg, the Attorney Billing for September 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.
- b) Communication with Woo Park of The Data Branch – Public Records Act Request (pg. 23-24): Admin Herz advised of receipt of a public records request from Woo Park of the Data Branch. They requested all purchase order records. OVparks does not use purchase orders, therefore, no records were provided.
- c) Orangevale View articles September 26, 2025 (pg. 25): Admin Herz shared an Aging Well Symposium article as well as an article updating the community of upcoming classes. Director Montes requested that the updated classes be classified as calendar items for the Orangevale View publications.
- d) Email from Nelson Kirk – “Tree Planting” (pg. 26): Admin Herz shared an email from retired OVparks Park Maintenance employee, Nelson Kirk, regarding the recent tree planting which he assisted with.
- e) Election of Special District Representative to Sacramento LAFCo (pg. 27-57)
 - i. Letter from Gay Jones – “Special District Commissioner Statement” (pg. 58):
The Board of Directors voted to elect candidate Brandon Rose, Sacramento Municipal Utility District, for the two-year regular term and candidate Charlea Moore, Rio Linda Elverta Recreation & Park District, for the four-year alternate term

8. CONSENT CALENDAR

MOTION #6

- a) On a motion by Director Brunberg, seconded by Director Montes, 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 September 2025 (pg 59)
- b) Budget Status Report for September 2025 (pg 60-61)
- c) Revenue Report for September 2025 (pg 62)

8.2. OLLAD CONSENT MATTERS

- a) Ratification of Claims for September 2025 (pg 63-64)
- b) Budget Status Report for September 2025 (pg 65-66)

**8.3. KENNETH GROVE
CONSENT
MATTERS**

- a) Ratification of Claims for September 2025 (pg 67)
- b) Budget Status Report for September 2025 (pg 68)

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

MOTION #7

- a) Ratification of Claims for August 2025 (pg. 69):
On a motion by Director Brunberg, seconded by Director Stickney, the non-consent calendar for August 2025, was approved by a vote of 4-0-1 with Directors Stickney, Presinal, Brunberg, and Meraz voting Aye. There were no Nays. Director Montes abstained.

MOTION #8

- b) Ratification of Claims for September 2025 (pg. 70):
On a motion by Director Brunberg, seconded by Director Stickney, the non-consent calendar for September, was approved by a vote of 4-0-1 with Directors Stickney, Presinal, Brunberg, and Meraz 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: The next meeting is tentatively scheduled for Friday, November 21st at 11am. Directors Stickney and Meraz to attend. If one of the Directors is unable to attend, Director Brunberg will attend in their place.
- e) Government: No report.
- f) Planning Committee: No report.
- g) Trails Committee: Trails Committee: Next meeting will be scheduled soon.
- h) Ad Hoc: Meeting to finalize letter in October/November. Directors Brunberg and Presinal to review for presentation at a closed session Board of Directors meeting.

**11. ADMINISTRATOR'S
REPORT**

- a) Monthly Activity Report – September 2025 (pg 71-77):
Admin Herz shared the following activities for September:
 - On Sept 6, Admin Herz participated in the Orangevale Rotary Club's Bike Trail Clean-up Day.
 - On Sept 4, Admin Herz and Manager Woodford attended the OV Woman's Club meeting.
 - Analyst Myren and Analyst Harling have attended several Benefits Bridge Open Enrollment training courses. The new Benefit Bridge platform will provide improved accessibility

to benefit information and enable the Analysts to assist employees with the open enrollment process.

- New internal committee meetings: Park Supt Oropeza led the Safety Committee Meeting, and Manager Bain led the Access and Inclusion Committee Meeting to include an ADA compliance plan. One or two employees from each department are included in these committees.
- Admin Herz, Manager Woodford, and Analyst Myren participated in the CSDA Webinar: “Leadership Lessons with Finance Professionals”.

District Information & Updates:

- On Sept 11, Kelly Gonzalez led StrengthsFinder training and teambuilding for OVparks Staff.
- On Sept 12, the Orangevale History Projects “Night at the Museum” was held at OCCP.
- On Sept 19, five members of OVparks Parks Department attended the CPRS D2 Park Rodeo & Expo. This event provides a good opportunity for networking.
- On Sept 20, OVparks hosted a fall Rummage Sale, with 27 vendors registered. This event was well attended. Recreation Coordinator Patton did a great job planning and facilitating her first event as an OVparks employee.
- On Sept 27, the annual Bow Wow Days event was held at the Orangevale Community Park. Admin Herz was impressed with the event.
- Admin Herz shared pictures of various September events.

Park Supt. Oropeza advised that significant pruning has been completed at Almond Park and Orangevale Community Park. Park Maintenance employees Chris Stewart and Mario Arce are making improvements to the Kenneth Grove irrigation to reduce water waste. Community Pool light repairs have been completed. Necessary repairs to the Community Pool shower faucet and tile are currently being conducted. Director Montes advised of a raised concrete area requiring attention at the side entry to Building 1. Park Supt. Oropeza to investigate and address this issue. Park Maintenance II employee Chris Stewart is currently working on drainage issues at the new property.

Manager Jason Bain advised that revenue is low as anticipated during this slower time of year. The OVparks Family Fright Night was held on Friday, October 10th. The Recreation Coordinators successfully ran the fun-filled event, with an estimated 750+ attendees. Manager Bain reassured the Board that the revenue fluctuations are anticipated and are not concerning at this point.

12. UNFINISHED BUSINESS

- a) Wildfire Prevention Update. (verbal): Admin Herz advised that the California Conservation Corp originally scheduled this

project to begin in early or mid-October, however, this has been updated to start in late October or early November due to CCC staffing issues. Originally the project was to begin in Shackleton Woods, however, since the fire risk has subsided, the project will begin in the nature area at the Orangevale Community Park. The funds allocated for this project can be rolled over next year if not completed this year. Admin Herz is very thankful for the partnership with the Conservation Corp.

- b) Building #1 Reroofing Project Update (verbal) Admin Herz, Park Supt. Oropeza, and Manager Bain met with the representatives from Solano Roofing Company and Garland Company, to discuss the reroofing project for Building #1 to begin on Monday or Tuesday of next week.
- c) Front Door Replacement Project Update (verbal): Manager Bain advised that the door and parts have been ordered, however, a date for the replacement has not yet been scheduled.

13. NEW BUSINESS

- a) Approval of the Orangevale Parks Fund MOU and Appointment of a Board Member to the Orangevale Parks Fund Advisory Board. (pg. 78): This partnership would establish a specific fund to support recreation activities and parks, as a “program” of the existing 501c3 held by the Orangevale/Fair Oaks Community Foundation. Admin Herz requests direction to move forward with the MOU and appointment of a Board member to the Orangevale Parks Fund Advisory Committee. Parks staff will take the lead in providing a safe facility to hold the events and coordination of the volunteers for the events. The Orangevale/Fair Oaks Community Foundation will take the lead in sponsorship and revenue collection.

Section 9 of the MOU specifies the roles as follows:

District Role: The District will assist the Fund’s events through:

- Facility support - to provide safe and accessible locations to host events
- Logistical support - to assist with the planning and implementation of Fund events
- Volunteer support - to assist with recruitment, registration, and volunteer activities
- Promoting events as appropriate through District marketing and outreach.

Foundation Role: The Foundation will assist the Fund’s events through:

- Registration support - to manage online ticketing and donations
- Administrative support - to manage funds generated by events
- Promoting events as appropriate within the Foundation’s

The first event to be incorporated into this fund is the OVparks Polar Bear Plunge with plans to enable attendees to obtain sponsorship funds for their participation. Admin Herz advised she plans to facilitate as the OVparks staff-representative initially and transfer the responsibility to Manager Bain after the first year. Sponsorships have not been possible in previous events as donations must be collected by a 501c3 non-profit entity. Funds are awarded to the District by the Orangevale/Fair Oaks Community Foundation through approval of the budget by the Orangevale/Fair Oaks Fund Advisory Board.

MOTION #9

On a motion by Director Brunberg, seconded by Director Stickney, the Orangevale Parks Fund MOU between the Orangevale Fair Oaks Community Foundation and the Orangevale Recreation & Park District and direct the District Administrator to execute the agreement, was approved by a vote of 4-0-1 with Directors Stickney, Presinal, Brunberg, and Meraz voting Aye. There were no Nays. Director Montes abstained.

MOTION #10

On a motion by Director Brunberg, seconded by Director Stickney, the Appointment of Arica Presinal to the Orangevale Parks Fund Advisory Committee to serve from October 2025 through December 2027, unless other circumstances are necessary, was approved by a vote of 5-0-0 with Directors Stickney, Presinal, Brunberg, Montes, and Meraz voting Aye. There were no Nays or Abstentions.

- b) Approval of the Quote from Capra Environmental Service Corp. for Goat Grazing Service in Spring 2026. (pg. 79-84)

MOTION #11

On a motion by Director Brunberg, seconded by Director Montes, the Quote from Capra Environmental Service Corp. for Goat Grazing Service in Spring 2026, 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 the Quote from Republic Services for Waste and Recycling Services. (pg. 85-101): The contract is up for renewal with Republic Services. Park Supt. Oropeza put the services out for competitive bid and Republic Services provided the lower quote.

MOTION #12

On a motion by Director Brunberg, seconded by Director Montes, the Quote from Republic Services for Waste and Recycling Services, 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) Discussion of KG Landscape Sculpture Project Outreach Plan and Timeline (pg. 102-104): Admin Herz shared the outreach plan to contact the thirty-six households in the Kenneth Grove area and the anticipated timeline with the Board. She also shared ideas to consider implementing them in the area.

14. DIRECTOR AND STAFF COMMENTS

Admin Herz wished the Board a Happy Bosses' Day and expressed appreciation to them.

Manager Bain advised that the OVparks Holiday Craft Fair will be held on Friday, November 14th and Saturday, November 15th. The Orangevale Community Tree Lighting will be held on Friday, December 5th.

Manager Woodford advised that the shred event co-sponsored with LPL Financial during the Farmers Market on Thursday, October 2nd was very well attended. The proceeds from the event benefited the Guide Dogs for the Blind. The Aging Well event was attended by over 90 community members. The vendors and Luz Johnson did an amazing job providing this event. Artist Studio is doing well with a new facilitator who is doing a great job. The participants are interested in holding an Art Fair. Admin Herz to research options available to incorporate some art events and bring the topic back to the Board in a few months.

Park Maintenance Supt. Oropeza mentioned the recent rain is welcomed. He has been in contact with SMUD regarding the annual pruning and minimizing removals throughout the parks. SMUD has expressed interest in removing the trees by Fair Oaks Blvd. at the Sundance Park which Supt. Oropeza opposed. They have agreed to leave some of the smaller trees in that area and only remove the trees directly affecting the power lines. He plans to meet with SMUD for a walkthrough to assess the trees in Orangevale Community Park, Shackleton Woods, and Pecan Park. If approved by SMUD, at least one large tree at Pecan Park will be removed. Irrigation has been turned off for the season.

Director Stickney mentioned the Bow Wow Days event went very well along with the other events held throughout the park on that weekend. The parks look very good.

Director Montes thanked everyone. She appreciated the support for the Night at the Museum event and enjoyed the use of the beautiful fountain outside Building 1.

Director Presinal expressed appreciation to the OVparks Staff. She mentioned that the air is different in how the staff interacts with each other and she enjoys seeing it.

Director Brunberg advised that the staff is doing a good job. She is working with Admin Herz on several items for the fall. The mower appeared to have a height issue. Supt. Oropeza advised that the grinder needed service and has since been addressed. She mentioned the grassy area near Building 1 & 2 looks beautiful.

15. ITEMS FOR NEXT AGENDA

- a) Closed Session for 3rd Trimester District Administrator Evaluation
- b) Possible Closed Session Letter Review

**16. ADJOURNMENT
MOTION #13**

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 8:06 p.m. On a motion by Director Montes, seconded by Director Brunberg, 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.

Sharon Brunberg, Chairperson