

# ORANGEVALE RECREATION & PARK DISTRICT

## Minutes of Meeting of Board of Directors November 10, 2022

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on November 10, 2022 at the District Office. Director Stickney called the meeting to order at 6:30 p.m.

Directors present: Stickney, Meraz, Brunberg, Montes, Presinal  
Directors absent: None  
Staff present: Barry Ross, 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**  
**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 October 13, 2022 (pg. 1-9): On a motion by Director Montes seconded by Director Brunberg, the minutes were approved by a vote of 4-0-1 with Directors Meraz, Brunberg, Presinal, & Montes voting Aye. There were no Nays. Director Stickney Abstained.
7. **CORRESPONDENCE**  
**MOTION #3**
  - a) Confidential Envelope – Attorney Billing September 2022: On a motion by Director Montes, seconded by Director Brunberg, the attorney billing 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) An article about the history of the Youth Center Building submitted by the Orangevale History Project that was featured in the October 14 issue of the Orangevale View. (pg. 10): Admin Ross thanked the author for the great article.

- c) OVparks ad in the Orangevale View to promote current and upcoming programs and events. (pg. 11):  
Admin Ross mentioned the ad published in the recent Orangevale View.
  - d) A “Thank You” from OVparks to our community for making our Family Fright Night so fun and successful. (pg. 12):  
Recreation Coordinator Andrew Gross submitted an article to extend appreciation to the community for their support of the Family Fright Night.
- 8. CONSENT CALENDAR**
- MOTION #4**
- a) On a motion by Director Montes, seconded by Director Stickney, 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 October 2022 (pg. 13-14)
  - b) Budget Status Report for October 2022 (pg. 15-17)
  - c) Revenue Report for October 2022 (pg. 18)
- 8.2. OLLAD CONSENT MATTERS**
- a) Ratification of Claims for October 2022 (pg. 19-20)
  - b) Budget Status Report for October 2022 (pg. 21-22)
- 8.3. KENNETH GROVE CONSENT MATTERS**
- a) Ratification of Claims for October 2022 (pg. 23)
  - b) Budget Status Report for October 2022 (pg. 24)
- 9. NON-CONSENT MATTERS GENERAL FUND**
- MOTION #5**
- a) Ratification of Claims for October 2022 (pg. 25)
- On a motion by Director Stickney, seconded by Director Brunberg, the non-consent matters general fund 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: This committee met on October 27. See the meeting recap (pg. 26-27): Admin Ross advised of fee increase proposed mainly for Facility rentals. This topic will be addressed in agenda item 13b. Admin Ross explained the pro disc golf tournament as a featured special event in comparison with the amateur disc golf tournament for consideration of the fee structure for each entity. Special events are based on anticipated attendance. Director Presinal advised of a conversation with a community member regarding the use of the tennis courts at Almond Park. Unauthorized private tennis lessons have at times prohibited public use of the courts. OVparks staff will post

signage at the tennis courts prohibiting private use of the court without reservations in place. Signage will be posted indicating scheduled reservations by the District. The sign will provide the District phone number to report unauthorized use of the tennis courts. Supervisor Bain advised that the District is approximately \$8,000 off from the projection mark, however, multiple factors contributed to this situation.

- d) Personnel & Policy: No report. Admin Ross to schedule the next meeting upon receipt of the Personnel Manual from the attorney. Directors Meraz and Montes to attend.
- e) Government: No report.
- f) Planning Committee: No report.
- g) Trails Committee: This committee met on Oct. 6. See the meeting recap (pg. 28-29): The committee discussed updates to the roadway and trail project at Orangevale Community Center Park, Arcade Cripple Creek Trail Project, and future multi-use trail projects. The need to update the Master Plan was also discussed. Admin Ross to contact the County of Sacramento Regional Parks Department to request roadway standards that have been approved which include DG trails on one side of the road. The committee will utilize this information to research the planned trail extension near Excelsior and Peerless.
- h) Ad Hoc: No report.

## **11. ADMINISTRATOR'S REPORT**

- a) Monthly Activity Report – October 2022 (pg. 30-37):  
On October 18, Admin Ross and Superintendent Oropeza met with Jay Linstroth of Linmoore Fencing to inspect the areas of the Arcade Cripple Creek Trail that have either post and cable fencing plans or wood fencing plans. Mr. Linstroth took measurements and will be providing us with a price quote. The committee recommended installing boulders instead of cable and post fencing. Admin Ross to compare the pricing of the two options.

On October 19, Admin Ross and Superintendent Oropeza met with Kirk Andre of California Association of Park and Recreation Indemnity (CAPRI). CAPRI is a pooled insurer for nearly 70 park and recreation districts in California. They conduct visits to each district every 18 months to review their level of compliance on several items that impact our liability: Safety meetings; registration and rental waivers; ADA progress; job descriptions and hiring materials for staff and volunteers; inspection forms and reports for parks and facilities; current Injury Illness Prevention Plan; current Emergency Action Plan; and COVID Prevention Plan. During the

visit we toured Orangevale Community Center and Park, Sundance Park, Norma Hamlin Park, and Palisades Park.

On October 20, we held our quarterly staff safety meeting. The topics included reviews of our Emergency Action Plan, our Covid-19 Prevention Program, reviewing recent incidents, accidents, or near misses, and identifying potential safety hazards in our District that should be addressed.

On October 20, Admin Ross and Supervisor Bain met with Gabe Johnson of Syserco Energy Solutions to discuss energy efficiency options. The primary topic of discussion was with solar energy. This is the one area where Mr. Johnson felt we could benefit the most. Several options are available to the District, including parking lot panels (shaded parking), rooftop panels, and ground panels (to be fenced and secured). One option would potentially pay for a new roof in exchange for future energy cost savings with rooftop solar panels. We also discussed smart thermostats in our buildings to provide us with better climate control and anticipated cost savings. Next steps include Jason meeting with a representative with expertise in smart thermostats, and for Barry to schedule a solar audit with a specialist.

The solar company will be providing a free estimate.

A representative will be providing a written estimate to Supervisor Bain for the smart thermostats.

On October 28, Admin Ross, Supervisor Woodford, Supervisor Bain, and Coordinator Gross met with Lisa Montes of All Events Management Group to begin planning the District's 40th Anniversary celebration. Our general plan is to have special focus on OVparks during one of the days of the 2023 Summer Palooza. We intend to fine-tune the plans during the next two months so we can begin marketing early.

Admin Ross advised of a citation issued by the Fulton-El Camino Police at the Orangevale Community Center Park for possession of narcotics. Admin Ross met with the Fulton-El Camino Police this week. For minor offenses, officers typically issue a warning initially, and then citations for future violations by the same individual.

Admin Ross mentioned the Arcade-Cripple Creek Trail groundbreaking which was held last Tuesday, November 1. Director Stickney recommended the Board members walk the existing trail on the west side of Sunrise Avenue to visualize what could be implemented in the OVparks Sundance and Streng Avenue section of the trail.

Park Supt. Oropeza advised of a large oak tree that fell onto Hazel Ave. on October 22. The County removed it from the street and our staff chipped the tree branches and the logs were placed on the nature side of the Shady Oaks Disc Golf course. Staff assisted in

the installation of the new Variable Speed Drive (VFD) and the new circulation pump at the Orangevale Community Pool. The pool has been shut down due to leakage. Admin Ross has been in contact with ADG consultants. ADG has indicated that postponing the pool repair project one more swim season is an option, however, the goal is still to move forward with the original project start timeframe. If necessary to postpone the project, the pool leak area will need to be patched to withstand another swim season. ADG has indicated they expect multiple contractors will be interested in bidding on this project. Park Supt. Oropeza extended appreciation to staff for their efforts in preparation of the CAPRI visit.

Recreation Supervisor Jason Bain advised of upcoming Holiday Craft Fair on November 18 and 19, and the Community Tree Lighting on Friday, December 2.

**12. UNFINISHED BUSINESS**

None discussed.

**13. NEW BUSINESS**

- a) Presentation by Susan Barnes of SCI Consulting to review the results of the survey that was sent to approximately 40% of our property owners to help us determine the feasibility of the District conducting a ballot vote on a future benefit assessment comparable to the existing Orangevale Lighting and Landscaping Assessment District (OLLAD):

Admin Ross introduced Susan Barnes of SCI Consulting to share the results of the recent survey conducted. Surveys were mailed to 7,500 property owners on September 15, 2022 to be returned by October 17, 2022. Survey responses were received by mail and online. Two benefit assessment options were provided. 1,357 surveys were returned which is approximately an 18% return rate. The survey determined:

- The Orangevale community appreciates the Park District and the facilities and services it provides.
- Key capital projects proposed by the District are not supported by a majority of property owners right now.
- The level of support for a funding measure at the rates tested is not high enough to recommend going forward with a ballot measure at this time.

The survey found insufficient support to move forward with a benefit assessment measure at this time. Susan Barnes recommended readdressing the assessment with the community if conditions of issues such as inflation and gas prices improve. The District may want to launch an outreach campaign to communicate the following information:

- Why the District needs new funding
- What has been done to cut costs so far
- What may have to be done to cut costs in the future

- The benefits to the community of providing a skate park, bike track, and splash park

Director Meraz suggested providing the community with the approximate costs of proposed improvements. Director Montes inquired if the community supported any improvements other than restrooms? Susan Barnes advised she will send the suggestions obtained from the survey to Admin Ross to discuss for future reference. Director Presinal inquired if the community would be more receptive to an increase of a set dollar amount to the current rate instead of including the increase in the total rate. Surveys were sent in both formats. Director Stickney suggested including this topic again in the February 2023 Board of Director Meeting.

The Board of Directors thanked Susan Barnes for providing the summary of the survey results. Admin Ross voiced disappointment but realizes that the results do not reflect the community is dissatisfied with the District.

- b) Approval of Resolution 22-11-698, Resolution Establishing a Schedule of Fees for Use of Park and Recreational Facilities, Programs, and Services (pg. 38-46): Following review and discussion at the Recreation Committee meeting on October 27, 2022, staff is proposing fee increases that average about 6.2 percent effective upon approval as stated in the resolution and accompanying exhibit. In determining the increase in fees, staff considered the minimum wage increases for part-time staff, supply costs and utility cost increases. In addition, staff will make annual comparisons to other like agencies in our area to help us maintain rental fees that are competitive and fair. Director Montes recommended placement of signage at the horse arena prohibiting private lessons without a permit in place.

## MOTION #6

On a motion by Director Brunberg, seconded by Director Montes, the Resolution 22-11-698, Resolution Establishing a Schedule of Fees for Use of Park and Recreational Facilities, Programs, and Services was approved by a vote of 5-0-0 with Directors Stickney, Meraz, Brunberg, Presinal, & Montes voting Aye. There were no Nays or Abstentions.

- c) Swimming Pool Project Timeline and Update (pg. 47):
- County permit process should take about 30 days but can vary greatly.
  - Construction phase would ideally begin within 30 days of awarding contract but could vary greatly upon contractor availability.
  - Once construction begins, the project should be complete within 2.5 months. This could vary greatly depending upon weather, and the possibility of an undesirable discovery. It is assumed that the construction period would last two to four months.

- ADG will provide us with updated cost projections during both the Schematic Design Phase and the Construction Document Phase.
- d) Roadway/Trail Project Timeline and Update (pg. 48):
- County permit process should take about 30 days but can vary greatly.
  - Construction phase would ideally begin within 30 days of awarding contract but could vary greatly upon contractor availability and weather.
  - Once construction begins, the project should be complete within two months. This could vary greatly depending upon weather, and the possibility of an undesirable discovery.
  - MTW Group will provide updated cost projections during the Construction Document Phase  
Admin Ross shared input from Peter Larimer regarding border edging along the DG trail. The cost installed for approximately three thousand linear feet of border edging would be approximately \$30,000-\$37,000. This will be included as an add on alternate in the bidding process.
- e) Arcade Cripple Creek Trail Project Update (verbal) and ideas for future trailside apparatus (pg. 49-52): Admin Ross advised that the two trees at Sundance Park were removed on October 17<sup>th</sup>. These were the only trees to be removed within the OVparks property. Wildflowers are planned for planting next fall season. The board discussed implementing fitness apparatus along the Sundance Park portion of the trail.
- f) Discuss providing the Orangevale History Project space in one of our buildings for the storage and display of their artifacts and collections as well as office space. (Discussion item): Admin Ross introduced the interest in the District providing a facility for the Orangevale History Project to establish a museum. Director Montes requested this topic to be placed on the agenda for discussion. She is a proponent of displaying and preserving the history of Orangevale and suggested utilizing the Cottage at the 6730 Hazel Ave. property. Director Stickney voiced preference of utilizing the Youth Center building as it is also part of Orangevale history. The Board directed staff to discuss the potential options, discuss with the Orangevale History Project (OHP), and bring options to the Board in December for discussion. The Board also directed staff to add an agenda item to the December meeting regarding the District's interest in providing building space to the OHP, even if we haven't yet identified which building. Orangevale History Project representative Mark Aring discussed the collecting, preserving, and sharing of the museum items and mentioned Building 2 and

Cottage are preferred museum sites to consider. Mr. Aring indicated a museum committee of volunteers would be formed to create the visual displays, promote the museum to the community, and establish staffing of the museum. Typically, historical societies are responsible for utilities, maintenance, insurance, and staffing. OHP's Board member David Dill shared interest in incorporating interactive touch displays for the museum and partnering with local schools to share the history of Orangevale within classrooms. He is experienced in air conditioning commercial refrigeration and engineering for CALPERS Headquarters audio visual board presentations. Director Stickney recommended staff investigate fire suppression systems. The Board of Directors thanked the Orangevale History Project for their presentations.

- g) Discuss moving the regular monthly Board of Directors meetings to the third Thursday of the month to allow us to consistently receive budget consent documents on a timely basis. (Discussion item): Admin Ross inquired if moving the Board of Directors meetings to the third Thursday will be difficult for any member involved. The Board of Directors determined that this will be discussed more thoroughly at the December Board of Directors Meeting.

#### **14. DIRECTOR AND STAFF COMMENTS**

Admin Ross expressed appreciation to the Veterans for their sacrifice for our freedom. Looking forward to upcoming events. The employee appreciation luncheon will be held Friday, December 16. Admin Ross to provide further details as they develop.

Park Supt. Oropeza advised that Easy Stumps will be providing the lift for assistance with installing lights on the tree for the Community Tree Lighting. The Board of Directors requested pedestrian lighting be implemented for the event.

Finance/HR Supt. Von Aesch advised of the completion of the Audit at the end of October and everything went well. Larry Bain will present the results of the audit in January or February of 2023. Two Recreation Specialist positions have been filled.

Director Meraz mentioned an episode of Real Sports on HBO that focused on the sport of pickleball. The national story highlights some of the problems that the fast growth of the sport is causing parks, schools, and their neighbors, including people that are suing due to pickleball noise.

Director Stickney mentioned the parks looked great when he last walked the parks.

Director Montes thanked all the OV parks staff for all their hard work.



Director Presinal appreciated the staff and extended congratulations on the successful CAPRI visit.

**15. ITEMS FOR NEXT AGENDA**

a) Orangevale History Project location recommendation

b) Discuss moving the regular monthly Board of Directors meetings to the third Thursday of the month

**16. ADJOURNMENT**

**MOTION #7**

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 8:38 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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Mike Stickney, Chairperson