

ORANGEVALE RECREATION & PARK DISTRICT

Minutes of Meeting of Board of Directors

August 20, 2026

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on August 20, 2026, at the District Office. Director Brunberg called the meeting to order at 6:31 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 Stickney, seconded by Director Montes, 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) Approval of Minutes of the Special Meeting on June 25, 2026 (pg. 4): On a motion by Director Montes seconded by Director Meraz, the minutes were approved by a vote of 3-0-2 with Directors Stickney, Meraz, and Montes voting Aye. Directors Brunberg and Presinal abstained. There were no Nays.

MOTION #2

b) Approval of Minutes of the Regular Meeting on July 17, 2026 (pg. 5-11): On a motion by Director Montes seconded by Director Brunberg, the minutes were approved by a vote of 3-0-2 with Directors Meraz, Brunberg, and Montes voting Aye. Directors Presinal, and Stickney abstained. There were no Nays.

MOTION #3

7. **CORRESPONDENCE**

a) Public Hearing Notices in Citrus Heights Messenger and Orangevale Times (pg. 12): These items document that the public notices for both of the August OVparks Public Hearings were published in the Citrus Heights Messenger and the Orangevale Times.

b) Orangevale Times articles July 10 & 24 (pg. 13-14): This item highlights scheduled programs and upcoming opportunities for community members to attend.

On page 10, there is an article by Admin. Herz regarding bicycle, e-bike and motorbike regulations. The article was shared with other local District Administrators to help increase awareness and encourage broader community education. There is also an additional article featuring the OVparks Artist Studio group.

**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 Period 13 2026 (pg. 15)
b) Budget Status Report for Period 13 2026 (pg. 16-17)
c) Revenue Report for Period 13 2026 (pg. 18)
d) Ratification of Claims for July 2026 (pg. 19)
e) Budget Status Report for July 2026 (pg. 20-21)
f) Revenue Report for July 2026 (pg. 22)

**8.2. OLLAD
CONSENT
MATTERS**

- a) Ratification of Claims for Period 13 2026 (pg. 23)
b) Budget Status Report for Period 13 2026 (pg. 24-25)
c) Ratification of Claims for July 2026 (pg. 26)
d) Budget Status Report for July 2026 (pg. 27-28)

**8.3. KENNETH GROVE
CONSENT
MATTERS**

- a) Budget Status Report for Period 13 2026 (pg. 29)
b) Budget Status Report for July 2026 (pg. 30)

**9. PUBLIC HEARING
#1**

- a) Public Hearing – Review Annual Staff Report and Conduct a Public Hearing Regarding Staffing Data, Including Vacancies, Recruitment and Retention Challenges Pursuant to AB 2561 (pg. 31-32)

Director Brunberg outlined the procedure for the Public Hearing.

Admin. Herz presented the Annual Staff Report. Admin. Herz explained that the District is holding a Public Hearing in accordance with AB 2561. She clarified that the information presented reflects staffing as of June 30, 2026, which was the final day of the prior fiscal year.

Director Brunberg opened the Public Hearing.

No public input was provided.

Director Brunberg closed the Public Hearing.

MOTION #5

On a motion by Director Montes, seconded by Director Brunberg, the Board accepted the Annual Staff Report regarding staffing data for Fiscal Year 25/26, in accordance with AB 2561, by a vote of 5-0-0 with Directors Stickney, Presinal, Brunberg, Meraz and Montes, voting Aye. There were no Nays or Abstentions.

10. PUBLIC HEARING
#2

a) Staff Report and Budget Presentation:

Admin. Herz presented an overview of the proposed budget, noting that the District's deferred maintenance will continue to be a primary focus in the upcoming fiscal year. Capital Improvement Projects (CIP) priorities include reroofing the flat roof at the Community Center, repairs to several parking lots, purchase of a new truck to replace an aging vehicle, and retirement of an additional truck. Additional CIP projects include construction of a fitness-themed playground, and continued improvements to the Kenneth Grove easement using the dedicated assessment fund.

Admin. Herz also highlighted continued funding for the wildfire reduction plan, with \$40,000 in District funding over several years, supplemented by \$160,000 in grant funding.

Other notable expenditures include continued use of BambooHR software, which Admin. Herz indicated has reduced staff time and improved recruitment processes. Utilities and professional services costs continue to increase as anticipated, while recreation services and supplies are being reduced slightly due to more modest program attendance. Chemical expenses have decreased for the second consecutive year as a result of improved usage strategies.

Salaries and wages are projected to increase modestly, primarily due to a 1% cost-of-living adjustment (COLA), adjustments related to the District's PTO and sick leave changes, and an anticipated \$0.50 increase in the minimum wage. Overall, salaries and wages are projected to increase approximately 1.04%. The District's SCERS contributions are expected to decrease on a per-employee basis due to a reduction in the unfunded actuarial accrued liability factors.

Regarding revenues, staff is projecting a 3.4% growth rate for property tax revenue. Rental revenues are trending upward slightly, while recreation revenues are trending downward slightly, reflecting the current overall revenue outlook.

Admin. Herz reviewed restricted in-lieu and impact fee funds. During the prior year, \$90,000 in in-lieu fees was used toward the HVAC project, while approximately \$213,000 was received. \$200,000 of the available in-lieu funds will be used toward the upcoming roofing project.

Park dedication fees are more restricted and may be used for new Capital Improvement Projects to increase patron capacity. Administrator Herz explained that these funds will be used

toward construction of the Youth Center playground and one year's payment on the portion of the building loan associated with the District's prior land purchase.

Director Presinal noticed a discrepancy in the reserve fund balance of \$60.00, and a date error on Resolution 26-08-765. Both typos will be corrected in the final approval process

- b) Public Hearing: Approval of Resolution 26-08-765, Resolution Adopting the Orangevale Recreation & Park District General Fund Final Budget for Fiscal Year 2026/27

District Administrator Herz presented the General Fund Final Budget for fiscal year 2026-27, as recommended by the Finance Committee. Director Stickney expressed a preference to increase projected recreation revenue by \$14,000, with a corresponding increase in staff expenditures to support the additional revenue. Admin. Herz explained that the proposed revenue was intended to be realistic and reflect current economic conditions. She recommended maintaining the proposed revenue projections as presented, and the budget will remain unchanged in this regard.

Director Brunberg opened the Public Hearing for Adopting the Orangevale Recreation & Park District General Fund Final Budget for Fiscal Year 2026/27.

No public input was provided.

Director Brunberg closed the Public Hearing.

On a motion by Director Montes, seconded by Director Brunberg, the Public Hearing: Approval of Resolution 26-08-765, Resolution Adopting the Orangevale Recreation & Park District General Fund Final Budget for Fiscal Year 2026/27, with the corrected fiscal year, was approved by a vote of 4-0-1 with Directors Presinal, Brunberg, Meraz and Montes, voting Aye. There were no Nays, Director Stickney abstained.

MOTION #6

- c) Public Hearing: Approval of Resolution 26-08-766, Resolution Adopting the Orangevale Recreation & Park District Appropriation Limit Schedule for Fiscal Year 2026/27.

Administrator Herz explained that the County provides an appropriations limit, which establishes the maximum amount of tax revenue the District may appropriate. The proposed Budget utilizes less than half of the available limit and is therefore well within the statutory appropriations limit. The Board discussed the calculation and acknowledged that the projected tax revenue is within the appropriations limit.

Director Brunberg opened the Public Hearing for Adopting the Orangevale Recreation & Park District Appropriation Limit Schedule for Fiscal Year 2026/27.

No public input was provided.

Director Brunberg closed the Public Hearing.

MOTION #7

On a motion by Director Montes, seconded by Director Brunberg, the Approval of Resolution 26-08-766, Resolution Adopting the Orangevale Recreation & Park District Appropriation Limit Schedule for Fiscal Year 2026/27 was approved by a vote of 5-0-0 with Directors Montes, Stickney, Presinal, Meraz, and Brunberg, voting Aye. There were no Nays or Abstentions.

- d) Public Hearing: Approval of Resolution 26-08-767, Resolution Adopting the Orangevale Landscaping and Lighting Assessment District Final Budget for Fiscal Year 2026/27.

Admin Herz reported that the District's OLLAD fund balance allowed the District to proceed with planned parking lot projects and the replacement of one of its aging fleet vehicles.

Director Brunberg opened the Public Hearing for Adopting the Orangevale Landscaping and Lighting Assessment District Final Budget for Fiscal Year 2026/27.

No public input was provided.

Director Brunberg closed the Public Hearing.

Director Stickney raised concerns regarding vehicles driving at excessive speeds and performing donuts in the Horse Arena parking area. Admin. Herz reviewed the plan for parking lot projects, and stated that there was not a budgetary solution at this time, but options will be discussed in the future.

MOTION #8

On a motion by Director Montes, seconded by Director Presinal, the Approval of Resolution 26-08-767, Resolution Adopting the Orangevale Landscaping and Lighting Assessment District Final Budget for Fiscal Year 2026/27 was approved by a vote of 5-0-0 with Directors Montes, Stickney, Presinal, Meraz, and Brunberg, voting Aye. There were no Nays or Abstentions.

- e) Public Hearing: Approval of Resolution 26-08-768, Resolution Adopting the Kenneth Grove Landscape and Lighting Assessment District Final Budget for Fiscal Year 2026/27.

Director Brunberg opened the Public Hearing for Adopting the Kenneth Grove Landscape and Lighting Assessment District Final Budget for Fiscal Year 2026/27

No public input was provided.

Director Brunberg closed the Public Hearing.

MOTION #9

On a motion by Director Montes, seconded by Director Brunberg, the Approval of Resolution 26-08-768, Resolution Adopting the Kenneth Grove Landscape and Lighting Assessment District Final Budget for Fiscal Year 2026/27, was approved by a vote of 5-0-0 with Directors Montes, Stickney, Presinal, Meraz, and Brunberg, voting Aye. There were no Nays or Abstentions.

- f) Approval of Resolution 26-08-769, Resolution Approving the Revision of the District's Reserve Designations in Accordance with GASB 54.

Administrator Herz explained that a \$60 increase adjustment is needed on page 28 of the Draft Budget Packet to correct an error identified earlier. She also noted that the District continues to maintain its restricted reserves and that funds from the in-lieu and park development fee accounts are anticipated to be utilized during the current fiscal year.

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.

Director Brunberg inquired about the assignment of funds for the swimming pool. Admin Herz explained that \$200,000 is designated as a reserve, even after the replastering project, for unexpected pool-related emergencies. All the designated reserves categories provide similar protection for other District facilities and assets.

MOTION #10

On a motion by Director Montes, seconded by Director Brunberg, the Approval of Resolution 26-08-769, Resolution Approving the Revision of the District's Reserve Designations in Accordance with GASB 54, with the adjustment of \$60, was approved by a vote of 5-0-0 with Directors Montes, Stickney, Presinal, Meraz, and Brunberg, voting Aye. There were no Nays or Abstentions.

**11. STANDING
COMMITTEE
REPORTS**

a) Administration and Finance: Aug 11, 2026, Meeting Recap

Admin. Herz reported that the budget had been reviewed A revised proposal regarding the cell tower lease renewal had also been reviewed. The response to the District's counterproposal is anticipated to be brought to a future Board meeting for consideration.

Director Brunberg provided an update on Friends of Orangevale. The organization's bank account has been closed, and its status with the Secretary of State is terminated. The remaining funds were distributed to the District by check and deposited as a donation, representing the final assets of the nonprofit. Admin Herz noted that the Orangevale Fair Oaks Community Foundation, through the Orangevale Parks Fund, is now the District's only nonprofit fundraising partner. The Fund is functioning well and is already providing scholarships and supporting District projects.

The committee also discussed the flat roof project and its financial implications, reviewed the budget, and discussed the Orangevale Recreation & Park District's Operations Policies & Procedure Manual.

b) Maintenance and Operation: Next meeting will be in November.

c) Recreation Committee: Next meeting is scheduled for September 23rd at 1:00 pm.

d) Personnel & Policy: Next meeting will be in September.

e) Government: No report.

f) Planning Committee: No report.

g) Trails Committee: Trails Committee: No report.

h) Ad Hoc: No report.

**12. ADMINISTRATOR'S
REPORT**

a) Monthly Activity Report – July 2026 (pg. 35-41):

Admin Herz stated that she attended the California Special Districts Association General Managers Leadership Summit on scholarship. Admin. Herz also reported that she and Director Brunberg conducted interviews for legal counsel. She also participated in a CPRS District 2, administrator event. Manager Bain attended a Community Council meeting. Manager Bain and Administrator Herz participated in a presentation regarding the Outdoor Recreation Legacy Partnership

Grant. Although the District does not currently have a project to submit, staff continue to monitor available grant opportunities. Staff also participated in the quarterly Orangevale Parks Fund meeting, where scholarships and related activities were discussed.

The District hosted YTRS, the CPRS District 2 regional staff training event. Recreation Coordinator Kim Vickers helped organize the event and three district staff members participated. The District also held its quarterly all-staff training and team-building meeting, which included harassment prevention and incident/accident report training.

Administrator Herz reported several successful summer pool events, including Snow Cone Day, Christmas in July, and Inflatable Days took place. The District hosted the Tropical Escape senior event, which was attended by approximately 60 community members.

Manager Woodford shared that the Valkyrie Theatre program culminated in two days of performances, with approximately 218 attendees.

Manager Jason Bain advised that swim lesson participation was strong throughout the summer. Manager Bain noted that the Recreation Coordinator streamlined the swim lesson offerings by combining classes that historically did not fill to capacity, resulting in more efficient and positive program participation. The Junior Lifeguard program was successful, with 14 participants in its first year back.

Park Supt. Oropeza advised that several dead or declining trees, particularly in the nature areas, have been removed. He also discussed the removal of the District's oldest tree, located at Sundance Park. Supt. Oropeza reported the removal of a tree near hole 11 at the disc golf course and a pear tree at Almond Park. The three newly planted trees at OCCP are doing well.

Superintendent Oropeza also reported on the installation of two new Little Free Libraries, one at Community Park on Oak and Filbert and one at the Community Center. The Board discussed recognizing the Eagle Scout for his service. Supt. Oropeza will invite him to an upcoming Board meeting, and a certificate of appreciation will be presented.

Admin. Herz highlighted photographs showcasing recent summer programs and activities, including Junior Lifeguard Camp, Staffapalooza, Engineer4Fun, Finding Nemo Theatre Workshop, and Tropical Escape. Other photos featured are the remaining portion of the tree removed from Sundance Nature Area, and turkeys in the park.

Upcoming events include Big Wheels & Mighty Machines, and the OVparks Fall Rummage Sale.

- b) District's 2027 Holidays & Closure Schedule (pg. 42). Director Brunberg stated that the District's 2027 Holidays & Closure Schedule looked "good."

13. UNFINISHED BUSINESS

- a) Teen Council Update (verbal):

Manager Bain provided Teen Council a schedule of events and discussed opportunities for the teens to participate and develop activities within existing District events. He noted that the Teen Council did not meet the anticipated 60 volunteer hour match during the year, but he was working with Jenn Gustafson to improve volunteerism this year. Director Brunberg inquired about the Teen Councils building usage. Admin. Herz stated that the teens are utilizing Building 2 during periods when the facility is typically underutilized, as well as a designated storage area. The goal is to continue developing a long-term partnership and create a connection between the teens and the District. Manager Bain stated that he also discussed potential workforce-development activities between District employees and the teens. Director Montes asked if the Teen Council might have suggestions regarding additional opportunities for collaboration. This opened the discussion of inviting the teens to a future Board meeting.

- b) Wildfire Prevention Plan Update (verbal):

Admin. Herz stated that the Sacramento Area Conservation Corps. returned to complete work at Shackelton Woods, which has significantly opened up the area. The crew has moved to Rollingwood Nature Area where they are clearing vegetation from the interior and chipping dead wood. Later this year, the crew is expected to move to Sundance Park. Director Stickney asked if the area north of Green Oaks school had been cleared. Supt. Oropeza stated that the wildfire prevention in that area was complete. Dead wood and ladder fuels have been removed, but the work in that area was limited by environmental restrictions which required the crew to remain a designated distance from the creek. The Wildfire Prevention Project is anticipated to be completed in 2027.

14. NEW BUSINESS

- a) Review and Approval of the Outreach and Implementation Plan for the Youth Center Park Playground Project (pg. 43-49) .

Administrator Herz reported that Manager Bain received approval for a grant to support development of the new playground at the Youth Center. Administrator Herz proposed conducting approximately one and a half weeks of community outreach to gather input on the selection of playground components, followed by a second round of outreach for color

selection. It was decided after discussion that the outreach would combine the playground components and the color selection.

The District also has been given the opportunity to obtain two shade structures; therefore, the color options presented to the community will be coordinated with one of the proposed shade structures. The project will be funded primarily through impact fees, the grant, and a donation from the Effinger Trust.

The goal is to bring the final playground design back to the Board for approval in September, or no later than October, due to the equipment ordering deadline associated with the Grant.

MOTION #11

On a motion by Director Montes seconded by Director Brunberg, the Approval of the Youth Playground Project and directing the Administrator to move forward with the plan presented and to bring the final construction contract at a future Board Meeting, was approved by a vote of 5-0-0 with Directors Stickney, Meraz, Brunberg, Presinal, & Montes voting Aye. There were no Nays or Abstentions.

- b) Approval of the Project Manual and Bid Process for the Orangevale Community Center Low Slope Roof Sections Project (pg. 50-111).

Administrator Herz presented the proposed bid packet prepared by Garland for the District's flat roof project. Construction is anticipated to take place in the spring. During the final inspection and preparation of the bid documents, it was determined that the existing roof needs approximately five to six inches of additional insulation which will necessitate relocating the existing gas line and utility connections. Administrator Herz stated that this portion of the roof project would be completed separately from the roof replacement and the District would handle obtaining quotes and overseeing the work. Quotes will be brought to the Board for the relocation and utility connection project if the cost exceeds \$10,000.

MOTION #12

On a motion by Director Brunberg seconded by Director Montes, the Approval of the Project Manual and Bid Process for the Orangevale Community Center Low Slope Roof Sections Project and directing the District Administrator to start implementing the bid process was approved by a vote of 5-0-0 with Directors Stickney, Meraz, Brunberg, Presinal, & Montes voting Aye. There were no Nays or Abstentions.

15. CLOSED SESSION

- a) Closed Session pursuant to Government Code Section 54956.9(d)(1) Anticipated Litigation: Liability & Property – 1 claim

The Board went into closed session at 8:23 pm.

**16. RESUME PUBLIC
SESSION &
ANNOUNCE
ACTIONS FROM
CLOSED SESSION**

- a) Closed Session pursuant to Government Code Section 54956.9(d)(1)

The Board resumed public session at 8:31 pm.
Direction was given to the District Administrator.

**17. DIRECTOR AND
STAFF COMMENTS**

Admin Herz stated that there is a Form 470 to be filed with the County that has not been completed regularly by Directors based on the information provided by current and previous District Administrators. The District staff had interpreted the applicable \$200 threshold to mean amounts of \$200 or less did not require the form. However, the County is interpreting the requirement to mean that amounts up to \$199.99 are exempt. The Board members were provided with the form and advised to file with the County.

Admin Herz said she will communicate with the County that any past noncompliance is the result of misinterpretation of the requirements.

**18. ITEMS FOR NEXT
AGENDA**

- a) Update on relocating the existing gas line and utility connections.

19. ADJOURNMENT
MOTION #13

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 8:39 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.

Sharon Brunberg, Chairperson