

ORANGEVALE RECREATION & PARK DISTRICT

Minutes of Meeting of Board of Directors September 9, 2021

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on September 9, 2021, at the District Office. Director Stickney called the meeting to order at 6:30 p.m.

Directors present: Stickney, Swenson, Meraz, Brunberg, Montes,
Directors absent: None
Staff present: Barry Ross, District Administrator
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 Swenson, seconded by Director Brunberg, the agenda was approved by a vote of 5-0-0 with Directors Stickney, Swenson, Brunberg, Meraz, and Montes voting Aye. There were no Nays or Abstentions.

5. **PUBLIC DISCUSSION** Ted Costa, San Juan Water District Board Director, addressed the Board during public discussion to inform them that he is a candidate for the Special District seat on the Local Agency Formation Commission (LAFCO).

6. **MINUTES**
MOTION #2
 - a) **Approval of Minutes of the Regular Meeting June 10, 2021 (pg 1-10)**: On a motion by Director Meraz, seconded by Director Stickney, the minutes of the Regular Meeting June 10, 2021, were approved by a vote of 3-0-2 with Directors Stickney, Meraz, & Montes voting Aye. There were no Nays. Directors Brunberg and Swenson abstained.

 - b) **Approval of Minutes of the Regular Meeting August 19, 2021 (pg 11-21)**: On a motion by Director Swenson, seconded by Director Brunberg, the minutes of the Regular Meeting August 19, 2021, were approved by a vote of 4-0-1 with Directors Stickney, Meraz, Brunberg, and Swenson voting Aye. There were no Nays. Director Montes abstained.
MOTION #3

7. CORRESPONDENCE

- a) A letter from CAPRI notifying us that OVparks was a recipient of the Ted Winslow Safety award for 2021 (pg 22): Admin Ross advised OVparks District has been awarded the Ted Winslow Safety award, highest rating awarded by CAPRI annually. The award represents the District's commitment to safety and loss control.
- b) A letter from a grandparent of a child participant in our Top Notch Basketball Camp which compliments the coach and the program. She also thanks OVparks for providing programming for the \$200 vouchers awarded by SJUSD (pg 23): Admin Ross shared the letter of appreciation regarding the Top Notch Basketball program and especially complimenting Coach Brian Mitchell for his role in running such a great program, including all participants, and making them feel important. The grandparent also thanked OVparks for facilitating the \$200 voucher provided by SJUSD. OVparks has thanked SJUSD on Facebook and social media posts for providing the vouchers for use in summer programming.
- c) A nice note of thanks from the staff of National Academy of Athletics. (pg. 24-25): Admin Ross shared a note received from National Academy of Athletics (NAofA) staff extending appreciation to the OVparks staff that they work with during ongoing youth sports and camp programs provided by NAofA. The NAofA General Manager is especially complimentary of Supervisor Woodford for her organization and communication style.
- d) An email from Dennis Sarkisian, President of Orangevale Rotary Club, notifying us that we received a grant worth \$5,400 towards outdoor fitness equipment. (pg 26): Admin Ross advised of the grant from the Orangevale Rotary Club in the amount of \$5,400 to be utilized for outdoor fitness equipment as indicated in the OVparks Master Plan. The Orangevale Rotary Club will provide volunteers to assist with the installation of the fitness equipment.
- e) The official award of grant notification from CPRS and Greenfields to OVparks in the amount of \$4,175 for outdoor fitness equipment. (pg 27): A grant application submitted by Supervisor Bain has been awarded from CPRS and Greenfields Outdoor Fitness, industry leader in outdoor fitness equipment, to OVparks in the amount of \$4,175. The grant funds will be utilized in conjunction with the Orangevale Rotary Club grant toward the outdoor fitness equipment indicated in the OVparks Master Plan. This will provide approximately \$9,600 combined toward the approximately \$16,000 anticipated cost of the proposed outdoor fitness equipment. OVparks would provide the remaining funds of approximately \$7,000 to complete the project.

8. **CONSENT CALENDAR**
MOTION #4
- a) On a motion by Director Brunberg, seconded by Director Swenson, the consent calendar was approved by a vote of 5-0-0 with Directors Stickney, Swenson, Brunberg, Meraz and Montes voting Aye. There were no Nays or Abstentions.
- 8.1. **CONSENT MATTERS GENERAL FUND**
- a) Ratification of Claims for August 2021 (pg 28-29)
b) Budget Status Report for August 2021 (pg 30-32)
c) Revenue Report for August 2021 (pg 33)
- 8.2. **OLLAD CONSENT MATTERS**
- a) Ratification of Claims for August 2021 (pg 34-35)
b) Budget Status Report for August 2021 (pg 36-37)
- 8.3. **KENNETH GROVE CONSENT MATTERS**
- a) Ratification of Claims for August 2021 (pg 38)
b) Budget Status Report for August 2021 (pg 39)
9. **NON-CONSENT MATTERS GENERAL FUND**
- None discussed.
10. **STANDING COMMITTEE REPORTS**
- a) Administration and Finance: No report.
b) Maintenance and Operation: No report.
c) Recreation Committee: No report.
d) Personnel & Policy: No report.
e) Government: No report.
f) Planning Committee: No report.
g) Trails Committee: Trails Committee: No report.
h) Ad Hoc: No report.
11. **ADMINISTRATOR'S REPORT**
- a) Monthly Activity Report – August 2021 (pg 40-46):
August 1, Administrator Ross attended a meeting at C-Bar-C Park in Citrus Heights with City staff, officials, the Sunrise District Administrator, and United States Representative Ami Bera. The City of Citrus Heights is a strong contender for a \$1.1M grant for the Arcade Cripple Creek Trail project, and the grant would be from the federal government through the Transportation and Infrastructure Member Designated Funding. Some of it may be tied in with the infrastructure funding. If awarded, the grant amount would be in addition to the grant that has already been received through the

Department of Transportation. Leslie Blomquist, City of Citrus Heights Engineer, advised the additional funding would enable lighting of the entire length of the trail and assist with increased costs associated with the trail project.

On August 12, Michelle Gable of Aquatic Design Group visited our swimming pool to inspect the large crack near the shallow end, but also to inspect the surrounding deck, buildings, signage, and the operating equipment (filtration, heater, pump, chemical, etc.). Administrator Ross, Superintendent Oropeza, Supervisor Bain, and Foreman Fuhlrodt were in attendance to provide access and to answer her questions. Upon receipt of the final report, Admin Ross will request a special meeting of the Board of Directors to review the report and plan our course of action.

On August 18, Administrator Ross met with Peter Larimer of MTW Group to discuss plans for a driveway connecting the upper parking lot at the Community Center to the existing parking lot behind the new property. This is the primary future project planned with Prop 68 Per Capita grant funding. Since the meeting, Mr. Larimer along with input from an engineer, provided a detailed cost estimate of approximately \$178,000 for the project. Approximately 10-15% in overage costs are anticipated. With a total of \$250,000 of funding available, other projects will be considered to utilize remaining funding. The amount remaining would not cover the cost of an expansion of the playground equipment on the property. However, a decomposed granite walkway connecting the Community Center parking lot and the new property, or creation of the perimeter walkway into the new property from Shackleton Woods are potential projects for consideration. The Planning Committee will consider the costs associated with potential projects and present a recommendation to the Board of Directors at the October BOD Meeting for approval. The application must be submitted to the State of California by the end of December 2021.

On August 23, Administrator Ross, Superintendent Oropeza, and Supervisor Bain had a Zoom meeting with Aquatic Design Group representatives Michelle Gable and Dennis Birkshire. The report from their visit was not complete, but they wanted to discuss our options for the large crack, providing helpful descriptive details. The report, which is expected to be ready in early September, will include these options with cost estimates.

On August 25, Administrator Ross did a job-shadowing with Park Superintendent Horacio Oropeza. The work for the day included reviewing filing at the shop, vehicle maintenance and repair priorities, reviewing the overflow parking project at Disc Golf, looking at fallen trees at Community Park and planning how to remove them, and discussing upcoming projects. Admin Ross intends to spend one day shadowing each of the full-time staff during

the remainder of 2021. The purpose is to get to know staff better, have a greater appreciation and understanding for the jobs they do, and see if there are opportunities for greater efficiencies.

The Fulton-El Camino Report indicated minimal activity in the parks. Main activity reported was in route to one of the OVparks properties.

Supervisor Woodford advised everyone did a great job this summer, worked hard, and were very creative. Kudos to all the staff.

Park Supt. Oropeza advised the chipper was recently repaired and now being utilized for catching up on necessary pruning at various sites. Parks Maintenance staff addressed areas indicated in the annual inspection by the County of Sacramento.

Parks Maintenance Staff worked with Fair Oaks/Orangevale Little League in making repairs and improvements to the Youth Center baseball field. We had two workdays where we marked and edged the field. We also added 12+ yards of ball field mix. OVparks will partner with Fair Oaks/Orangevale Little League to conduct routine regular maintenance on the field. Supt. Oropeza is working to determine if the scoreboard at the ball field is operational or needs any repair.

A tree which fell within the Elm Street area of Community Park was removed. Wood chips were used to fill nature areas and in the fencing area near the Cottage on Hazel Avenue. Park Maintenance has been continuing routine maintenance through the heat waves and smoke issues. Supt. Oropeza voiced concern that supplies are increasing in price. For example, paint purchasing will increase by 7-11%. The State of California has implemented additional requirements on sprinklers to increase efficiency and reduce leakage which will increase the cost of irrigation parts.

Director Meraz shared feedback from horse riders appreciating the reduction of low hanging foliage throughout the riding areas of the park as well as the addition of wood chips and maintenance of the fencing at the horse arena. Admin Ross commented that while working with Park Foreman Fuhlrodt & Park Maintenance Worker Lucas Lily at the round pen of the horse arena, a resident on horseback inquired if a few limbs could be trimmed in the area. Supt. Oropeza came out to the site to assess, and several branches were removed the next day.

Recreation Supervisor Bain advised that OVparks still had 1,034 participants for swim lessons this summer, even with the reduction in the number of classes offered. Day camp had 600 campers this year utilizing the new buildings for the first time. Youth sports came back in a big way with 497 participants. The Wiggles & Giggles preschool camp was so popular that we added an afternoon program. The morning and afternoon programs attracted 170 children. Sheila King did a great job running that program.

Collette Trips are back and in our first presentation we had six people sign up for trips. Orangevale residents began receiving the Fall 2021 Activity Guide in the mail on August 25. Residents can now make a new account in the new recreation registration software system, CivicRec. Online program enrollment will be available soon.

12. UNFINISHED BUSINESS

None discussed.

13. NEW BUSINESS

- a) Information Item: Introduction of, and discussion with Sean LaTour of Project Lifelong regarding a mobile skateboard program for Orangevale youth (pg 47): Admin Ross shared that approximately three or four months ago Orangevale Honorary Mayor Cliff Wylie had been hearing from local high school students that Orangevale needs a skateboard park. He spoke with Brad Squires, President of the Orangevale Chamber of Commerce and together they approached Admin Ross to discuss any options for implementing the skate park indicated in the Master Plan. Admin Ross informed them that the funding for that skatepark and master plan isn't yet available, but there could be an opportunity for a mobile skateboard program in the interim. Admin Ross reached out to Sean LaTour who was working with Project Lifelong through the Sacramento County Sheriff's office. Sean is the Founder and Co-Executive Director of Project Lifelong, a Sacramento area organization that focuses on providing unique and experience-based programming for youth. The mission is to help empower futures, instill leadership skills, and create greater opportunities for lifelong success, good health, and well-being.
- Sean LaTour met with Admin Ross, Cliff Wylie, and Brad Squires, to discuss logistics of a mobile skateboard program. Sean and Project Lifelong has a history of success with mobile skateboard programs. There has been some expressed interest among Orangevale youth and their parents to provide skateboarding opportunities here locally. It is in the District's Parks Master Plan to install a skateboard park within the new property of the Community Center Park. In addition to meeting the needs of today's youth, this mobile skateboard program will help generate interest in a new skateboard park, including females within the community. Sean shared his vision and to provide some background and to discuss related logistics including a timeline, location, funding, and partnerships. Sean expressed appreciation to Admin Ross for reaching out to him and for his support of the Arden-Arcade site. He is appreciative of the opportunity to speak with the Board of Directors today. Director Montes expressed support for the prospect of a skateboarding park. She inquired how the mobile skateboarding program facilitated at a middle school site would transition to

park property when able to move forward with the Master Plan skateboard park. Even with the site at Pasteur, the programs would be marketed to other schools, not just the Pasteur student population. Sean LaTour advised that due to Covid-19, SJUSD is not currently allowing outside entities to come onto campus. Director Stickney advised of his preference to have the skatepark on park property. Director Brunberg confirmed with Sean that the school site provides an existing black-top area for the mobile skateboard park structure. Director Stickney mentioned interest in scheduling a meeting with Admin Ross and Sean LaTour to look at the new property as a potential site for a mobile program. Sean advised that a mobile program could be in place by Fall of 2022. The estimated startup cost is \$40K, and fundraising has already begun.

- b) Funding options for the District to help reach our goals set in the Parks Master Plan of 2020 (pg 48): The District has a well-conceived and designed Parks Master Plan that was finished in 2020. The District had begun researching options for future funding. The COVID-19 pandemic caused the District to pause and determine the related human and fiscal impacts. Since some funding options will require specific timelines, it would be beneficial to begin discussions and planning within the next three months. The next optimal opportunity will be November 2022 if the funding source will require voter approval. Admin Ross is to speak with John Isom (Isom Advisors) Susan Barnes (SCI Consulting) and ask them to attend a special BOD meeting in early January to address funding options and the timeline required. Admin Ross is to provide previously established timelines and the outlines provided by John Isom to the Board of Directors for review no later than December in preparation of the January special BOD meeting.

- c) Approve of Recreational Multi-Use Trail Easements to allow the City of Citrus Heights to enter and construct the Arcade Cripple Creek Trail on identified and specified District property (pg 49): Admin Ross summarized the need to approve the Recreational Multi-Use Trail Easements. The Orangevale Recreation & Park District (District) has been a committed partner in the Arcade Cripple Creek Trail project with the City of Citrus Heights (City) since the City applied for grant funding with the State of California Department of Transportation (DOT) in 2016. The City understood the partnerships with the District and other agencies included permission to enter and construct. The City was recently informed by DOT that they needed formalized easements from the partner agencies by early October in order for the grant funding to be released to them for the project. The District properties that would require easements are: Sundance Nature Area, Streng Open Space, and three small parcels that the

District has purchased from homeowners on Drywood Way (1) and Escallonia Drive (2). The District is nearing the closing of the purchase of one more parcel on Escallonia Drive which would also require an easement. Admin Ross is working with City staff and Interwest Real Estate Services to create the specific easements needed. Admin Ross will have the easements reviewed by legal counsel for approval. City of Citrus Heights Planning Manager Casey Kempenaar advised that if the easements are not in place, the project is at risk of losing the grant construction funding.

Director Brunberg inquired if the easements would eventually be removed. Casey Kempenaar advised that the long-term plan includes entering into a maintenance agreement with the District. Due to the Caltrans requirements timeline urgency, this would be put into place later. Admin Ross advised that the City of Citrus Heights finalized the 7-Eleven property through a quick claim deed through Sacramento County. Three of the four properties have closed escrow. The loan agency for the fourth property changed and the new agency has received all necessary documents to move forward. This escrow needs to close by the first week of October so that the funding is available for the Arcade-Cripple Creek Trail project. Admin Ross thanked Casey Kempenaar for attending the BOD meeting.

MOTION #5

On a motion by Director Swenson, seconded by Director Brunberg, the Recreational Multi-Use Trail Easements to allow the City of Citrus Heights to enter and construct the Arcade Cripple Creek Trail on identified and specified District property and to have those easements reviewed by legal counsel for approval before signing and executing the easements, with legal cost approved up to \$5,000, was approved by a vote of 5-0-0 with Directors Stickney, Meraz, Brunberg, Swenson, & Montes voting Aye. There were no Nays or Abstentions

- d) Schedule the annual performance evaluation for the District Administrator (verbal): After discussion among the Directors, a closed session special meeting to conduct the annual performance evaluation for the District Administrator is scheduled for Thursday, December 2, 2021 at 6:30 p.m.
- e) Updates on the repairs of the swimming pool (verbal): No additional updates provided.
- f) Informational Item: Letter mailed to the State of California Department of Transportation by the District on behalf of a resident and neighbors near Sundance Nature Area (pg 50): Admin Ross advised that to date a response has not been received.

MOTION #6

- g) Approve of District staff to research the feasibility of providing vehicle charging stations in District parking lots (pg 51):
On a motion by Director Swenson, seconded by Director Montes, that the District staff research the feasibility of providing vehicle charging stations in District parking lots and to report findings at a future Board of Directors meeting by March of 2022, was approved by a vote of 5-0-0 with Directors Stickney, Meraz, Brunberg, Swenson, & Montes voting Aye. There were no Nays or Abstentions
- h) Discuss the current status and future direction of COVID-19 vaccinations among staff (verbal): Director Stickney advised that this item is to be taken up by the Policy Committee and to provide a recommendation to the Board. A high ratio of the OVparks staff have already been vaccinated. All OVparks staff are abiding by the current mask mandate in place and are very respectful of the requirements in place. Admin Ross will schedule a Policy Committee meeting with Directors Meraz and Montes prior to the next Board Meeting to discuss.

14. DIRECTOR AND STAFF COMMENTS

Admin Ross mentioned that the Parks Master Plan is up on the OVparks website. Kudos to Supt. Oropeza for working closely with the Orangevale/Little League for improvements made to Lovett Field and for developing the valuable partnership with the volunteers.

Director Stickney mentioned overall the parks look very good.

Director Swenson noticed that Almond Park benches accumulate debris and sometimes get plugged. Park Maintenance will make a point to check that those areas are clear of debris.

Director Montes extended wishes for all to stay well and be safe.

Director Brunberg mentioned that facility rental information on the OVparks website is split up with no pictures available for the new buildings. She recommended incorporating the occupancy onto the fee chart for facility rentals. Supervisor Woodford advised that with the transition to the CivicRec platform the information will be made available with videos, maps, and pictures. She also informed that the only no-charge facility rental is for Boys or Girls Scout Groups who meet in the classroom for one hour, Monday-Thursday which requires assignment to a community service project.

**15. ITEMS FOR NEXT
AGENDA**

- a) Pool update
- b) OLLAD Budget update

16. ADJOURNMENT

MOTION #7

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 8:10 p.m. On a motion by Director Swenson, seconded by Director Stickney, the adjournment was approved by a vote of 5-0-0 with Directors Stickney, Swenson, Brunberg, Meraz, and Montes, voting Aye. There were no Nays or Abstentions.

Mike Stickney, Chairperson