

# ORANGEVALE RECREATION & PARK DISTRICT

## Minutes of Meeting of Board of Directors July 8, 2021

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on July 8, 2021 at the District Office. Director Meraz called the meeting to order at 6:36 p.m.

Directors present: Swenson, Meraz, Brunberg  
Directors absent: Stickney, Montes  
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** On a motion by Director Brunberg, seconded by Director Swenson, the agenda with corrections was approved by a vote of 3-0-0 with Directors Swenson, Brunberg, and Meraz, voting Aye. There were no Nays or Abstentions. Directors Stickney and Montes were absent.  
**MOTION #1 & 2**
5. **PUBLIC DISCUSSION** Orangevale resident, Peg Pinard, spoke to the Board of Directors regarding concerns with the Sundance Nature Trail. Peg thanked the Board of Directors for allowing her to speak tonight. She advised that the neighbors of the Sundance Nature Trail have been meeting to prepare for discussion with OVparks once final plans have been received from Citrus Heights. She would like to submit a draft letter to the governing agencies through Admin Ross to voice concerns and solicit feedback from the agencies FEMA, Cal Trans, and others listed in the project report. The letter will specify the areas of concerns and residents are looking forward to the agency's responses. Director Meraz supported Peg's plan to submit a letter through Admin Ross to the regulatory agencies listed in the project report for review and response.
6. **MINUTES** a) Approval of Minutes of June 10, 2021 (pg 1-10):  
To be addressed at the August Board of Directors meeting.
7. **CORRESPONDENCE** a) No Correspondence

**8. CONSENT  
CALENDAR**

**8.1. CONSENT  
MATTERS  
GENERAL FUND**

a) No Report

**8.2. OLLAD  
CONSENT  
MATTERS**

a) No Report

**8.3. KENNETH GROVE  
CONSENT  
MATTERS**

a) No Report

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

**MOTION #6**

a) Ratification of Claims for May 2021 (pg 11)  
On a motion by Director Brunberg, seconded by Director Swenson, this item was approved by a vote of 3-0-0 with Directors Swenson, Brunberg, and Meraz voting Aye. There were no Nays or Abstentions. Directors Stickney and Montes were absent.

**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 – June 2021 (pg 12-17):  
On June 9, Administrator Ross attended a webinar on new requirements for organic waste recycling in Sacramento County. Under a new mandate, beginning July 1, OVparks is required to have separate labeled receptacles in the Community Center for organic waste, recycled items, and normal landfill trash. We are also required to have a large outdoor container for organic/green waste. Admin Ross extended appreciation to Supt. Oropeza for securing the outdoor receptacle containers and to Supervisor Bain for obtaining the receptacle containers for indoor facilities.

On June 9, Administrator Ross and Parks Superintendent Oropeza attended a meeting at Sundance Park and Tempo Park with staff from Sunrise Park District, Sacramento Tree Foundation, and City of Citrus Heights. The purpose of the meeting was to discuss tree mitigation and planting in those sections of the Arcade Cripple Creek Trail.

On June 15, Administrator Ross met with County staff members Jennifer Clausse and Michelle Satow, along with City of Citrus Heights staff Casey Kempenaar, Leslie Blomquist, and Regina Cave to further discuss a County-owned parcel on Woodmore Oaks near the 7-Eleven, which will be included in the Arcade-Cripple Creek Trail. The discussion included the possible options and costs for this property to be transferred from the County to OVparks. The County's fees are approximately \$10,000 for the staff time, attorney time, and efforts to transfer the deed for the parcel to OVparks. Admin Ross contacted Supervisor Frost to see if any other options existed. She did contact County staff and confirmed the costs required for the transfer process via Quick Claim Deed. City of Citrus Heights staff are investigating possible grants available to cover some of the costs to transfer the parcel. Park Impact Fees would qualify for this purpose.

On June 30, Administrator Ross, Rec Supervisor Bain, and Supt Oropeza met with Scott Thompson of Burkett's Pool Plastering. We met at the pool and discussed the leak problem. Mr. Thompson will provide us with a cost quote for replastering the entire pool along with an additional cost quote to repair the cracked section with a staple procedure. Supt. Oropeza explained the process recommended to make the repair. This repair would be conducted after the swim season is over.

Supervisor Woodford advised OVparks staff has done an amazing job on a consistent basis throughout the changes in programming and facilities related to the changing guidance with COVID-19. Staff is keeping the community involved during this timeframe. Recreation Coordinator Roberts and the Recreation Staff are doing a great job with the Rec'ing Crew summer day camp programming.

Park Supt. Oropeza advised fire breaks throughout the District properties have been completed. Fields have been treated with pre-emergent fertilizer to alleviate some of the weeds. Soft fall material was replenished at Community Park and Pecan Park playgrounds. They plan to replenish materials at Norma Hamlin and Almond in the future. Plans are continuing for necessary tree removal throughout the District properties. Director Meraz advised NPR stated that trees under five years of age are exempt from the current water restrictions. Parks Maintenance Staff has changed their schedule to begin at 6:00 a.m. due to the excessive heat.

Recreation Supervisor Jason Bain advised that we nearly hit our overall projections for the 2020/2021 fiscal year regarding recreation and rental revenue. We are still under projections due to the lack of ability to rent indoor facilities until recently. Recreation is closed above projections for 2020/2021 budget. Budget was created with the anticipation of Covid restrictions subsiding by January 2021 while most indoor restrictions weren't lifted until June. Credit is given to the Recreation Staff for efforts to provide as many programs as possible throughout the Covid pandemic. Rec'ing Crew day camp and Wiggles & Giggles preschool day camp have been running well with high participation. The San Juan Unified School District COVID Relief Voucher Program has provided increased enrollment among students from Pershing and Ottoman elementary schools. The revenue from those vouchers are not included in the current revenue report. Vouchers will be billed at the end of each month.

**12. UNFINISHED BUSINESS**

None discussed.

**13. NEW BUSINESS  
MOTION #7**

a) Approval of Resolution 21-07-670, Resolution of the Orangevale Recreation and Park District Amending the District Salary Schedule for Fiscal Year 2021/22 (pg 18-21)

After Preliminary Budget reviews with the Finance Committee on May 4, 2021 and with the Board of Directors on June 10, 2021, the Board agreed to the following adjustments to the salary scale for fiscal year 2021-22:

- 2.4 percent cost of living adjustment for all full-time staff
- A 1.5 percent increase for two full-time positions listed in Category 2 of Exhibit A, as justified by a salary study of the five most comparable park and recreation districts in Sacramento County.
- A 3 percent increase for four full-time positions listed in Category 8 of Exhibit A, as justified by a salary study of the five most comparable park and recreation districts in Sacramento County.
- The total fiscal impact will be \$39,358.

On a motion by Director Brunberg, seconded by Director Swenson, this resolution was approved by a vote of 3-0-0 with Directors Swenson, Brunberg, and Meraz voting Aye. There were no Nays or Abstentions. Directors Stickney and Montes were absent.

b) Public Hearing: Orangevale Landscaping and Lighting Assessment District (OLLAD) - Susan Barnes of SCI Consulting Group (verbal): Director Meraz closed the regular meeting and opened the Public Hearing to provide property owners and residents an opportunity to obtain additional information about the proposed preliminary budget and assessment rates for

OLLAD and provide input or comments to the District. This public hearing is the last step in the process before the Board considers ordering the continuation of the levy of the Orangevale Landscape & Lighting Assessment District and the Kenneth Grove Landscape & Lighting Assessment District for the 2021-22 fiscal year. We have asked the Board to take any public comments at the public hearing today. OVParks held a Public Hearing on this same subject at our June 10, 2021 Board of Directors meeting. At that meeting there were no public comments or questions given. Admin Ross is available to answer any questions from the Board or the public, and Susan Barnes from SCI Consulting Group is also in attendance to answer any questions about the Engineer's Report or the assessment process.

There were no comments from the public during the Public Hearing.

- c) Public Hearing: Kenneth Grove Landscaping and Lighting Assessment District- Susan Barnes of SCI Consulting Group (verbal): Public Hearing is conducted to give property owners and residents an opportunity to obtain additional information about the proposed preliminary budget and assessment rates for the Kenneth Grove Landscaping and Lighting Assessment District and provide input or comments to the District. This public hearing is the last step in the process before the Board considers ordering the continuation of the levy of the Orangevale Landscape & Lighting Assessment District and the Kenneth Grove Landscape & Lighting Assessment District for the 2021-22 fiscal year. We have asked the Board to take any public comments at the public hearing today. We held a Public Hearing on this same subject at our June 10, 2021 Board of Directors meeting. At that meeting there were no public comments or questions given. Admin Ross is available to answer any questions from the Board or the public, and Susan Barnes from SCI Consulting Group is also in attendance to answer any questions about the Engineer's Report or the assessment process.

There were no comments from the public during the Public Hearing.

- d) Approval of Resolution 21-07-671, A Resolution of the Board of Directors of the Orangevale Recreation & Park District Approving the Engineer's Report, Confirming the Diagram and Assessment, and Ordering the Levy of Assessment for the Fiscal Year 2021-22 for the Orangevale Landscaping and Lighting Assessment District (pg 22-68):

#### **MOTION #4**

On a motion by Director Brunberg, seconded by Director Swenson, this resolution was approved by a vote of 3-0-0 with Directors Swenson, Brunberg, and Meraz voting Aye. There were

no Nays or Abstentions. Directors Stickney and Montes were absent.

**MOTION #5**

- e) Approval of Resolution 21-07-672, A Resolution of the Board of Directors of the Orangevale Recreation & Park District Approving the Engineer's Report, Confirming the Diagram and Assessment, and Ordering the Levy of Assessment for the Fiscal Year 2021-22 for the Kenneth Grove Landscaping and Lighting Assessment District (pg 69-88):

On a motion by Director Brunberg, seconded by Director Swenson, this resolution was approved by a vote of 3-0-0 with Directors Swenson, Brunberg, and Meraz voting Aye. There were no Nays or Abstentions. Directors Stickney and Montes were absent.

- f) Presentation by Blair Aas, Director of Planning Services for SCI Consulting regarding a Nexus Study update for Park Impact Fees and its effect on Orangevale Recreation & Park District (verbal):

Park Impact Fees are a valuable resource for the District. As housing, businesses, and population growth occurs in our area, the Park Impact Fees provide an opportunity for the District to expand park property and/or facilities to address the increased demand on public space.

Blair Aas, Director of Planning Services for SCI Consulting, provided a brief summary and update to the recent Nexus Study for Park Impact Fees and its effect on the Orangevale Recreation & Park District. The Park Impact Fee program was established in 2010 and has regularly been adjusted for inflation over the years. The Nexus Study is required to be updated to establish the fee program. This fee program was updated in conjunction with seven other recreation & park districts. The Park Impact Fees and the Quimby Program and associated fees are conditions of approval of Government projects. Fees can be used for expansion of service capacity of the District. Nexus Study details the usage allowance of the fees. The District relies on Sacramento County and the Sacramento County Building Department to impose and collect the fees on the behalf of the District. Director Meraz inquired how the District can be assured the impact fees are being imposed on applicable properties. Sacramento County can report what fees have been collected on the behalf of the District. An audit would need to be conducted with the county to determine if any fees had been missed. The Directors requested Mr. Aas contact the Special District Division at Sacramento County to reconcile funds disbursement and imposition of fees.

- g) Approval of Resolution 21-07-673, a Resolution of the Board of Directors of the Orangevale Recreation & Park District Approving the Orangevale Recreation & Park District Park Impact Fee Nexus Study Update and Requesting the Sacramento

**MOTION #3**

County Board of Supervisors Adopt and Implement the Updated Park Impact Fee Program on Behalf of the District (pg 89-135):

On a motion by Director Brunberg, seconded by Director Swenson, this resolution was approved by a vote of 3-0-0 with Directors Swenson, Brunberg, and Meraz voting Aye. There were no Nays or Abstentions. Directors Stickney and Montes were absent.

**MOTION #8**

- h) Approval of the Letter of Engagement from Auditor Larry Bain for the fiscal year 2020/21 audit in the amount not to exceed \$8,900 (pg 136-140): Admin Ross advised that Larry Bain has served as the District's auditor for several years and has submitted a letter of engagement to conduct the Fiscal 2020/21 Audit in the amount not to exceed \$8,900.

On a motion by Director Brunberg, seconded by Director Swenson, this item was approved by a vote of 3-0-0 with Directors Swenson, Brunberg, and Meraz voting Aye. There were no Nays or Abstentions. Directors Stickney and Montes were absent.

**MOTION #9**

- i) Approval of the proposal for consultant services from Aquatic Design Group to provide a needs assessment study for the OVparks swimming pool (pg 141-145): Admin Ross advised that the OVparks swimming pool has had an expanded crack and leaking for several years. Staff has been diligent about patching the crack and slowing the leaking, by trying several different recommended methods of temporary repair. The Planning Committee, Finance Committee, and the Maintenance Committee have all emphasized the need to address this ongoing problem. Approximately \$227K has been identified in the OLLAD budget to address this concern in this fiscal year. Aquatic Design Group comes highly recommended by the City of Folsom and the Cordova Recreation & Park District based on recent consulting work done at those agencies. This is an important first step to help us identify specific causes and options for repair for the cracking, separation and leaking. The consultant will also provide a needs assessment for our pool operation equipment systems (i.e., filtration, heating, pumps, chemical). The expected cost for this consultation and needs assessment study is \$9,250.

On a motion by Director Brunberg, seconded by Director Swenson, this item was approved by a vote of 3-0-0 with Directors Swenson, Brunberg, and Meraz voting Aye. There were no Nays or Abstentions. Directors Stickney and Montes were absent.

- j) Approval that the sections of damaged concrete pathways at Orangevale Community Park be replaced with new concrete in

**MOTION #10**

affordable and manageable intervals over the next three fiscal years (pg 146): Admin Ross advised of several stretches of concrete pathway at Orangevale Community Park where cracking has reached, or is reaching, a level of concern. For the most part the pathway looks great and is in very good condition. The damaged sections have been identified and have been prioritized by the level of which repair is needed. Due to budget limitations, staff would like to address the concrete replacement at different intervals over three fiscal years, attending to the most pressing needs first. The cost to fully replace the damaged sections is estimated to be between \$30K - \$40K. The intention is to spend approximately \$10K - \$15K over each of the next three fiscal years to complete this concrete project. If we find that we have a healthy budget balance remaining towards the end of a fiscal year, we may opt to complete more of the concrete work within one fiscal year.

No motion provided. Direction given to include in Capital Improvement Annual Budgets.

- k) Approval of the agreement with All Events Management Group to hold the Bow Wow Days event in Orangevale Community Park on September 25, 2021 (pg 147-162):

To be addressed at the August Board of Directors meeting. If approval is necessary prior, a Special Meeting may need to be scheduled. Admin Ross will advise the Board if this becomes necessary.

- l) Address the concept of neighbors wishing to purchase sections of park property to expand their property (verbal): Admin Ross advised of interest in potential purchase of park property by neighboring property of Sundance Nature Trail. The Board is not interested in selling its parkland. If the property line in question was not straight and continuous, then the Board would look at options that might be mutually beneficial to the District and the property owner. That is not the case in this instance.

**14. DIRECTOR AND STAFF COMMENTS**

Admin Ross recently spent a day on the job with Parks Maintenance Worker Nelson Kirk. He acquired a new appreciation for the ongoing daily work accomplished, especially with park irrigation. Nelson is a real asset to the District and he enjoyed the day working with him. Admin Ross also extended appreciation to the OVparks Office Staff for their efforts to be ready to address the public when the lobby reopened and assist with increased registrations and SJUSD vouchers to process. Admin Ross shared on Recreation Coordinator Roberts' behalf that the Rec'ing Crew summer day camp is going very well. They have a great group of staff and junior leaders this year to implement this program. Aquatics Staff has done a great job with the summer programming.



Supt. Oropeza thanked the Parks Maintenance Staff for all their hard work and the other departments for their support.

Director Meraz mentioned overhearing kids attending the day camp and not wanting to leave at the end of the day and witnessing parents eager to enroll their children in programming.

Director Swenson extended appreciation to the OVparks front office staff for their assistance with registration into the Rec'ing Crew summer day camp and swim lessons.

Director Brunberg extended kudos to the staff for a great job and she is glad furloughs have been discontinued.

**15. ITEMS FOR NEXT AGENDA**

- a) Approve the Final Budget for Fiscal Year 2021-22
- b) Approval of Minutes of June 10, 2021
- c) Approval of the agreement with All Events Management Group to hold the Bow Wow Days event in Orangevale Community Park on September 25, 2021

**16. ADJOURNMENT**

**MOTION #11**

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 Brunberg, seconded by Director Swenson, the adjournment was approved by a vote of 3-0-0 with Directors Swenson, Brunberg, and Meraz voting Aye. There were no Nays or Abstentions. Directors Stickney and Montes were absent.

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Manuel Meraz, Acting Chairperson