

# ORANGEVALE RECREATION & PARK DISTRICT

## Minutes of Meeting of Board of Directors May 12, 2022

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on May 12, 2022, at the District Office. Director Stickney called the meeting to order at 6:30 p.m.

Directors present: Stickney, Meraz, Brunberg, Presinal  
Directors absent: Montes  
Staff present: Barry Ross, District Administrator  
Jennifer Von Aesch, Finance/HR 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 Stickney, the agenda was approved by a vote of 4-0-0 with Directors Stickney, Brunberg, Meraz, and Presinal voting Aye. There were no Nays and no abstentions. Director Montes was absent.  
**MOTION #1**
5. **PUBLIC DISCUSSION** No one wished to address the Board during public discussion.
6. **MINUTES**  
**MOTION #2**
  - a) Approval of Minutes of April 14, 2022 (pg. 1-9): On a motion by Director Brunberg seconded by Director Meraz, the minutes were approved by a vote of 3-0-1 with Directors Stickney, Brunberg, and Meraz voting Aye. There were no Nays. Director Presinal abstained. Director Montes was absent.
7. **CORRESPONDENCE**
  - a) A complimentary email from a Creek Week volunteer. (pg. 10): Admin Ross advised of a complimentary email received regarding the Creek Week from a volunteer who participated with his son and grandson.
  - b) Advertisements from an April issue of the Orangevale View that promotes the Summer Activity Guide and select upcoming programs. (pg. 11): Programs and special events were recently advertised to promote the OVparks Summer Activity Guide.
  - c) Announcements from an April issue of the Orangevale View for summer job openings and an opening on our Board of Directors. (pg. 12): Job openings for the summer seasonal programing and

the open position on the OVparks Board of Directors were advertised in the Orangevale View. Recreation Coordinator Nadia Roberts has received several applications for Summer Rec'ing Crew staffing. Supervisor Bain is currently accepting applications for aquatic staff. If additional lifeguards are not acquired, public swim availability may be limited. Admin Ross welcomed Director Presinal, recently appointed to the open position with the Board of Directors. Director Presinal advised she had applied to the position upon seeing the Board of Directors opening advertised in the Orangevale View.

- d) An article from an April issue of the Orangevale View about the history of OVparks submitted by the Orangevale History Project. (pg. 13): Admin Ross shared an article published in the Orangevale View regarding the history of OVparks.
- e) A letter of thanks to staff from a satisfied renter of the Community Center. (pg. 14): Admin Ross shared a letter received from a recent facilities renter expressing appreciation to Admin Clerk Christina Kelley and Custodian/Host II Danny Rodriguez.

**8. CONSENT  
CALENDAR**

**MOTION #3**

On a motion by Director Brunberg, seconded by Director Stickney, the consent calendar was approved by a vote of 4-0-0 with Directors Stickney, Brunberg, Meraz and Presinal voting Aye. There were no Nays or Abstentions. Director Montes was absent.

**8.1. CONSENT  
MATTERS  
GENERAL FUND**

- a) Ratification of Claims for April 2022 (pg. 15-16)
- b) Budget Status Report for April 2022 (pg. 17-19)
- c) Revenue Report for April 2022 (pg. 20)

**8.2. OLLAD  
CONSENT  
MATTERS**

- a) Ratification of Claims for April 2022 (pg. 21-22)
- b) Budget Status Report for April 2022 (pg. 23-24)

**8.3. KENNETH GROVE  
CONSENT  
MATTERS**

- a) Ratification of Claims for April 2022 (pg. 25)
- b) Budget Status Report for April 2022 (pg. 26)

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

**MOTION #4**

- a) Ratification of Claims for April 2022 (pg. 27)

On a motion by Director Brunberg, seconded by Director Meraz, the Ratification of Claims for April 2022 was approved by a vote of 4-0-0 with Directors Stickney, Presinal, Meraz, and Brunberg voting Aye. There were no Nays or Abstentions. Director Montes was absent.

**10. STANDING COMMITTEE REPORTS**

- a) Administration and Finance: This committee is scheduled to meet on Wed., May 18 at 10am.
- 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 – April 2022 (pg. 28-35): Admin Ross advised the Spring Craft Fair held May 6<sup>th</sup> and 7<sup>th</sup> was well attended and received positive feedback regarding the event. In the absence of Supt. Oropeza, Admin Ross advised of ongoing maintenance. Graffiti and vandalism continue to be an ongoing issue. Admin Ross has contacted MaryAnne Povey to discuss the potential to do a broadcast on Orangevale Live to provide public awareness. Kim Bayne from the Orangevale Chamber of Commerce advised Admin Ross of meetings held the first Wednesday of every month with representatives from the Sacramento County Sheriff's Department and District Attorney's office to discuss crime and crime patterns and ways to address crime issues. Admin Ross will plan to start attending those meetings. Fulton-El Camino Police report was discussed. Admin Ross shared photos from the OVparks Open House held on April 23<sup>rd</sup>.

Recreation Supervisor Jason Bain advised the Open House held in April was quite successful. May revenue projections have been greatly exceeded. San Juan Unified School District will be offering their own programming rather than the voucher program utilized during Summer 2021. TigerSharks have two hundred and fifty currently enrolled. Private Swim Lessons are full as well as several of the Session 1 group sessions.

**12. UNFINISHED BUSINESS**

- a) Addressing the increase in vandalism in our parks. Admin Ross advised of multiple instances of graffiti and broken plumbing at the restrooms at the Orangevale Community Park.

**13. NEW BUSINESS**

**MOTION #5**

- a) Approval of Resolution 22-05-685 Resolution of Intention to Levy Assessments for Fiscal Year 2022-23, Preliminarily Approving Engineer’s Report, and Providing for Notice of Hearing for the Orangevale Landscaping and Lighting Assessment District (OLLAD) (pg. 36-91):

Admin Ross advised the resolution will be published in the Citrus Heights Messenger and the Orangevale View to meet circulation specifications required for public notification. Upon BOD approval, Susan Barnes from SCI will submit the resolution for publication. Admin Ross to make correction to page 41 to include recently appointed Director Presinal.

On a motion by Director Brunberg, seconded by Director Stickney, the Resolution 22-05-685 Resolution of Intention to Levy Assessments for Fiscal Year 2022-23, Preliminarily Approving Engineer’s Report, and Providing for Notice of Hearing for the Orangevale Landscaping and Lighting Assessment District (OLLAD) was approved by a vote of 4-0-0 with Directors Stickney, Meraz, Brunberg, & Presinal voting Aye. There were no Nays or Abstentions. Director Montes was absent.

**MOTION #6**

- b) Approval of Resolution 22-05-686 Resolution of Intention to Levy Assessments for Fiscal Year 2022-23, Preliminarily Approving Engineer’s Report, and Providing for Notice of Hearing for the Kenneth Grove Landscaping and Lighting Assessment District (pg. 92-113):

Admin Stickney summarized the resolution and the process necessary to continue the assessment for fiscal year 2022-23.

On a motion by Director Brunberg, seconded by Director Stickney, the Resolution 22-05-686 Resolution of Intention to Levy Assessments for Fiscal Year 2022-23, Preliminarily Approving Engineer’s Report, and Providing for Notice of Hearing for the Kenneth Grove Landscaping and Lighting Assessment District, was approved by a vote of 4-0-0 with Directors Stickney, Meraz, Brunberg, & Presinal voting Aye. There were no Nays or Abstentions. Director Montes was absent.

**MOTION #7**

- c) Approve the agreement with MTW Group for the landscape architectural services to include the surveying, design, documenting, bid negotiation, and construction administration of the road and pedestrian walkway project at Orangevale Community Center Park in the amount of \$23,130 (pg.114-126):

The District has been awarded \$198,708 from California State Parks Prop 68 Per Capita Grant. The District’s mandatory minimum match is \$49,677 for a total project budget of \$248,385. Any project costs above \$248,385 will be the obligation of the District to pay.

The Board agreed to use this grant funding to help pay for projects identified in the Park Master Plan for Orangevale Community Center Park. The agreed upon projects are a roadway that connects the north parking lot of the Community Center with the parking lot of the new property (formerly the Regency Church) to the north, and sections of the proposed walking trails that will help connect the properties. The District has been working closely with MTW Group throughout the Park Master Plan process. MTW Group created our drawings for the future park facilities and designs, and it is important to retain continuity gained by their existing experience and knowledge of this project.

On a motion by Director Brunberg seconded by Director Meraz, the agreement with MTW Group for the landscape architectural services to include the surveying, design, documenting, bid negotiation, and construction administration of the road and pedestrian walkway project at Orangevale Community Center Park in the amount of \$23,130 was approved by a vote of 4-0-0 with Directors Stickney, Presinal, Brunberg, and Meraz voting Aye. There were no Nays or Abstentions. Director Montes was absent.

- d) Update on the Roadway/Trail project at Orangevale Community Center Park (verbal): Admin Ross provided this information as a part of agenda item 13c.
- e) Update on the Orangevale Swimming Pool repair project (pg. 127): Admin Ross has been in contact with Aquatic Design Group to finalize agreements and timelines for this project. Construction could potentially begin in November or December 2022. Project estimated to be completed within two to four months. The new pump is due to arrive the first week in June.
- f) Board elections information for 2022 (pg. 128-130): Admin Ross provided dates and information for the three Board members up for reelection. Board members will be required to submit application along with a \$200 fee at the registrar's office at Sacramento County beginning July 18<sup>th</sup> for the 2022 election. Candidate statement cost is incurred by the candidate. If the board member is uncontested, no election fees will be incurred since ballot placement is not required.
- g) Personnel Policy & Procedures Manual (verbal): The Personnel Policy Manual has been submitted to the District's attorney for review and revisions at which time a Personnel & Policy Committee meeting will be scheduled to review.
- h) Big Day of Service update (verbal): Admin Ross advised the Big Day of Service will be held on Saturday, May 21<sup>st</sup> at the

Orangevale Community Center Park. Projects include spreading new tan bark throughout the park; painting the Youth Center building; painting the curbs; painting the storage containers; adding infield mix to the ball diamonds and grading the infields; and tree planting. Community volunteers (including groups of volunteers from Rotary, Kiwanis, and the Church of Latter Day Saints) will be on hand to assist with the completion of the projects. Thank you to Easy Stumps for assisting with the delivery of the tan bark. Parks Maintenance employee Nelson Kirk has been a valuable asset in coordinating the tree planting project. To volunteer, register at bigdayofservice.com.

- i) Outdoor Fitness Equipment update (verbal): The equipment has been installed at the Orangevale Community Park with the assistance of Orangevale Rotary volunteers along with several OVparks Parks Maintenance employees. Director Stickney recommended distance markers be placed throughout the trails in the parks. Admin Ross to submit information and photos to the Orangevale View and to recognize the Rotary for their contribution to the project. Fred DeLeon, personal fitness trainer, provided some video on proper usage of the equipment to be available on the OVparks website.

**14. DIRECTOR AND STAFF COMMENTS**

Admin Ross mentioned OVparks Open House was quite successful. Thank you to all staff involved in preparation for the event. Appreciation to the Admin team in processing the registrations.

Supervisor Woodford advised summer sports camps and youth pickleball are quite popular for enrollment.

Director Brunberg extended appreciation to the OVparks staff for all their hard work.

Director Stickney mentioned the parks are looking good. He will not attend the next board meeting on June 9<sup>th</sup>.

Director Presinal thanked the Board of Directors for their assistance and the ease of transition onto the Board.

**15. ITEMS FOR NEXT AGENDA**

a) Public Hearing: Orangevale Landscaping and Lighting Assessment District (OLLAD)

b) Public Hearing: Kenneth Grove Landscaping and Lighting Assessment District

c) Resolution adopting the Orangevale Recreation & Park District Preliminary Budget for Fiscal Year 2022-23

**16. ADJOURNMENT**

**MOTION #8**

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 8:03 p.m. On a motion by Director Brunberg, seconded by Director Stickney, the adjournment was approved by a vote of 4-0-0 with Directors Stickney, Brunberg, Meraz, and Presinal voting Aye. There were no Nays or Abstentions. Director Montes was absent.

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Mike Stickney, Chairperson