ORANGEVALE RECREATION & PARK DISTRICT
BOARD OF DIRECTORS MEETING
AUGUST 20, 2026

REGULAR MEETING 6:30 PM
ORANGEVALE COMMUNITY CENTER
6826 HAZEL AVE. ORANGEVALE, CA 95662

NOTE: The Board of Directors may take up any Agenda item at any time, regardless of the order listed. Action may be taken on any item on the Agenda.

1. CALL TO ORDER

2. ROLL

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF AGENDA

5. PUBLIC DISCUSSION

Any person may address the board upon any subject within the jurisdiction of the Orangevale Recreation & Park District with each speaker being limited to three minutes. However, the Chairperson can impose reasonable limitations to the maximum time per person and per agenda item to allow the Board to complete its business. Any matter that requires action will be referred to staff or committee for a report and action at a subsequent meeting.

6. MINUTES

a. Approval of the minutes of the Special Meeting on June 25, 2026 (pg. 4)
b. Approval of the minutes of the Regular Meeting on July 17, 2026 (pg. 5-11)

7. CORRESPONDENCE

a. Public Hearing Notices in Citrus Hights Messenger and Orangevale Times (pg. 12)
b. Orangevale Times articles July 10 & 24 (pg. 13-14)

8. CONSENT CALENDAR: Reading/Opportunity to Pull Items for Discussion/Board Action

Consent items are considered routine and are intended to be acted upon in one motion, without discussion. During this portion of the meeting, the Consent Calendar will be read aloud. Prior to approval, the Chairperson will give the Board, staff, and public the opportunity to pull any item for discussion. The remaining Calendar will be acted upon. Any pulled items will then be heard and acted upon individually.

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 2025 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)
c. 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)

10. PUBLIC HEARING #2 (Attachment)

a. Staff Report and Budget Presentation
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
c. Public Hearing: Approval of Resolution 26-08-766, Resolution Adopting the Orangevale Recreation & Park District Appropriation Limit Schedule for Fiscal Year 2026/27
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
e. Public Hearing: Approval of Resolution 26-08-768, Resolution Adopting the Kenneth Grove Landscaping and Lighting Assessment District Final Budget for Fiscal Year 2026/27
f. Approval of Resolution 26-08-766, Resolution Approving the Revision of the District's Reserve Designations in Accordance with GASB 54

11. STANDING COMMITTEE REPORTS

a. Administration & Finance – Aug 11, 2026 Meeting Recap (pg. 33-34)
b. Maintenance & Operation – Schedule next meeting for November
c. Recreation Committee – Schedule next meeting for September
d. Personnel & Policy – Schedule next meeting for September
e. Government – No Report.
f. Planning Committee – No Report.
g. Trails Committee – No Report.
h. Ad Hoc Committee – No Report.

12. ADMINISTRATOR'S REPORT

a. Monthly Activity Report – July 2026 (pg. 35-41)
b. District's 2027 Holidays & Closure Schedule. (pg. 42)

13. UNFINISHED BUSINESS

a. Teen Counsil Update (verbal)
b. Wildfire Prevention Plan Update (verbal)

14. NEW BUSINESS

a. Review and Approval of the Outreach and Implementation Plan for the Youth Center Park Playground Project. (pg. 43-49)
b. Approval of the Project Manual and Bid Process for the Orangevale Community Center Low Slope Roof Sections Project. (pg. 50-111)

15. CLOSED SESSION

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

16. DIRECTOR'S AND STAFF'S COMMENTS

17. ITEMS FOR NEXT AGENDA

18. ADJOURNMENT

NOTICE: *As presiding officer, the Chair has the authority to preserve order at all Board of Directors meetings, to remove or cause the removal of any person from any such meeting for disorderly conduct, or for making personal, impertinent, or slanderous remarks, using profanity, or becoming boisterous, threatening or personally abusive while addressing said Board, and to enforce the rules of the Board.*

People with disabilities may request accommodations such as interpreters, alternative formats, or assistance with physical accessibility. Requests for accommodations must be made with 72 hours prior notice. If you require accommodations, please contact the Orangevale Recreation & Park District main office at (916) 988-4373. Directors can be reached at: director@ovparks.com

Sharon Brunberg	Manie Meraz	Lisa Montes	Arica Presinal	Mike Stickney

ORANGEVALE RECREATION & PARK DISTRICT

Minutes of Special Meeting of Board of Directors
June 25, 2026

A Special Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on June 25, 2026 at the District Office. Director Montes called the meeting to order at 12:02 p.m.

Directors present:	Stickney, Meraz, Montes
Directors absent:	Presinal, Brunberg
Staff present:	Becky Herz, District Administrator
	Melyssa Woodford, Admin. Services Manager

3. PLEDGE OF ALLEGIANCE

Director Montes requested to forgo the Pledge of Allegiance.

4. APPROVAL OF AGENDA

MOTION #1

On a motion by Director Montes, seconded by Director Meraz, the agenda was approved by a vote of 3-0-2 with Directors Stickney, Meraz, and Montes voting Aye. There were no Nays or Abstentions. Directors Presinal and Brunberg were absent.

5. PUBLIC DISCUSSION

No one wished to address the Board during public discussion.

6. NEW BUSINESS

a) Approve Resolution 26-06-765, Resolution calling the General District Election to be consolidated the General Election on November 3, 2026.

Administrator Herz stated that when the District participates in an election, a resolution is prepared authorizing the County of Sacramento to administer the election on the District's behalf. The resolution includes the attached documentation approving the election procedures and services performed by the County.

MOTION #2

On a motion by Director Montes, seconded by Director Stickney, the agenda was approved by a vote of 3-0-2 with Directors Stickney, Meraz, and Montes voting Aye. There were no Nays or Abstentions. Directors Presinal and Brunberg were absent.

7. DIRECTOR'S AND STAFF'S COMMENTS

There were no Director's or Staff comments.

8. ADJOURNMENT

MOTION #3

With no further business to discuss, the special meeting of the Board of Directors was adjourned at 12:07 p.m. On a motion by Director Montes, seconded by Director Meraz, the adjournment was approved by a vote of 3-0-2 with Directors Stickney, Meraz, and Montes, voting Aye. There were no Nays or Abstentions. Directors Presinal and Brunberg were absent.

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Sharon Brunberg, Chairperson

ORANGEVALE RECREATION & PARK DISTRICT

Minutes of Meeting of Board of Directors
July 16, 2026

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on July 16, 2026 at the District Office. Director Brunberg called the meeting to order at 6:31 p.m.

Directors present:	Brunberg, Meraz, Montes,
Directors absent:	Stickney, Presinal
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

MOTION #1

On a motion by Director Meraz, seconded by Director Brunberg, the agenda was approved by a vote of 3-0-2 with Directors Brunberg, Meraz, and Montes voting Aye. There were no Nays or Abstentions. Directors Stickney and Presinal were absent.

5. PUBLIC DISCUSSION

No one wished to address the Board during public discussion.

6. MINUTES

MOTION #2

a) Approval of Minutes of the Regular Meeting on June 18, 2026 (pg 3-13): On a motion by Director Montes seconded by Director Meraz, the minutes were approved by a vote of 3-0-2 with Directors Meraz, Brunberg, and Montes voting Aye. There were no Nays or Abstentions. Directors Stickney and Presinal were absent.

b) Approval of Minutes of the Special Meeting on June 25, 2026 (pg 14): This item will be posted for next board meeting approval.

7. CORRESPONDENCE

a) Orangevale Times articles, May 15 & 29 (pg. 15-16): Admin. Herz shared that the Orangevale Times included articles featuring the Artist Studio program and the Valkyrie Theater program that OVparks offers. Also included was the general article providing an overview of current programs being offered.

b) Correspondence from Marilyn Edwards: Orangevale History Project Event (pg. 17) Director Meraz reported attending the event and stated that it was well attended and very successful.

Administrator Herz commented that the History Museum is a valuable community amenity and that the Orangevale Recreation & Park District is pleased to provide the building that houses the museum.

c) Correspondence from CAPRI: Ted Winslow CAPRI Safety Award (pg. 18) Administrator Herz announced that OVparks received a Safety Award recognizing districts that achieve top-tier ratings on their safety inspections. Administrator Herz noted that earning the award was a team effort, with staff working collaboratively to prepare the CAPRI inspection materials. She thanked all employees for their contributions and commended everyone for a job well done.

8. CONSENT CALENDAR

MOTION #3

a) On a motion by Director Montes, seconded by Director Brunberg, the consent calendar was approved by a vote of 3-0-2 with Directors Brunberg, Meraz and Montes, voting Aye. There were no Nays or Abstentions. Directors Stickney and Presinal were absent

8.1. CONSENT MATTERS GENERAL FUND

a) Ratification of Claims for June 2026 (pg 19-20)
b) Budget Status Report for June 2026 (pg 21-22)
c) Revenue Report for June 2026 (pg. 23)

8.2. OLLAD CONSENT MATTERS

a) Ratification of Claims for June 2026 (pg 24-26)
b) Budget Status Report for June 2026 (pg 27-28)

8.3. KENNETH GROVE CONSENT MATTERS

a) Ratification of Claims for June 2026 (pg 29)
b) Budget Status Report for June 2026 (pg 30)

9. STANDING COMMITTEE REPORTS

a) Administration and Finance: No report. Meeting is postponed to August 11, 2026 at 1:00pm to review the final budget.

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: No report.

h) Ad Hoc: June 17, 2026 Meeting Recap pg. (31): See 12a

10. ADMINISTRATOR'S REPORT

a) Monthly Activity Report – June 2026 (pg 32-39): Administrator Herz shared that Supervisor Woodford attended the Orangevale Woman's Club Tea, representing the District.

Administrator Herz helped organize and participated in the second CPRS Advocacy Section **Power Hour**, which focused on **Brown Act Essentials**.

Admin Herz conducted the public opening of the Request for Proposals (RFP) for legal services alongside Supervisor Woodford and Office Assistant Piccinonno.

Throughout the reporting period, Administrator Herz participated in several professional development courses. On June 16, she successfully passed the **Certified Park and Recreation Professional (CPRP)** examination, earning her professional certification.

Administrator Herz also attended the **CSDA General Managers Leadership Summit** on a scholarship. The summit brought together leaders from special districts across California and focused on government operations, regulatory compliance, staff management, leadership, and board relations.

Manager Woodford advised that the most recent Day Trip was to San Francisco to see *Phantom of the Opera*. The group also enjoyed a meal, and the trip was well received, with 16 participants attending and providing very positive feedback.

Park Supt. Oropeza reported that several trees and large branches came down during June. At the disc golf course, a tree at Hole 11 had to be removed after it split in half. Superintendent Oropeza also shared that homeless activity at Pecan Park has decreased following the increased presence of security patrols.

Manager Jason Bain advised that summer programs and activities were in full swing. He shared that Recreation Coordinator Vickers implemented changes to the swim lesson descriptions and class offerings this season, resulting in improved class enrollment.

The Rec'ing Crew Camp enjoyed a field trip to Sunsplash with approximately 60 campers in attendance. The preschool camp program, Wiggles & Giggles, continues to operate on Tuesdays, Wednesdays, and Thursdays. Director Brunberg asked whether local school districts offer pre-kindergarten programs during the summer that might compete with the Wiggles & Giggles program. Recreation Manager Bain explained that Wiggles & Giggles is a summer camp that differs from OVparks' program offered during the regular school

year. Enrollment is modest, but the community still enjoys the program.

Manager Bain also reported that the Orangevale TigerSharks Swim Team Championships were scheduled to take place during the weekend of July 18.

Administrator Herz shared photos highlighting preparations for the summer season, including photos of swim instructors participating in training to teach various levels of swim lessons, as well as Recreation Leaders and Junior Leaders training for the OVparks Rec'ing Crew Camp. Additional photos recognized the graduating seniors of the OVparks TigerSharks Swim Team and brush removal at Shackleton Woods as part of the District's Wildfire Prevention Plan. Administrator Herz also shared photos of participants engaged in activities at the OVparks Wiggles & Giggles program and the Rec'ing Crew field trip to Quarry Park, highlighting the success and participation in the District's summer recreation programs.

Manager Woodford informed the Board about the District's new Junior Lifeguard Camp being offered this summer. Administrator Herz explained that there has been an overall shortage of lifeguards and lifeguard instructors since the COVID-19 pandemic, and this type of program helps prepare future lifeguards. Manager Bain added that, in response to this need, the District offered an additional lifeguard certification class this year alongside its annual Spring Break class. Having a certified lifeguard instructor on staff at OVparks enabled the District to provide this second training opportunity, helping to increase the number of qualified lifeguards available for the summer season.

11. UNFINISHED BUSINESS

a) 2026 Big Day of Service Cost Benefit Analysis (pg. 38-39)
Superintendent Oropeza reported that the District's projects for this year's Big Day of Service were completed at a significantly lower cost than in previous years. Nearly all expenses for materials and project work were covered through reimbursements from Big Day of Service, support from the Tree Foundation, partnerships with participating agencies, and the efforts of community volunteers. He also noted that the event was a great success.

b) Veterans Community Garden and Orchard Update (verbal)
Admin. Herz reported that OVparks was not selected to advance to the next phase of the grant application process for funding the Veterans Community Garden project.

12. NEW BUSINESS

a) Consideration and potential approval of a Legal Services Agreement, with Cole Huber LLP, for General Counsel legal services (pg 40-46)

Administrator Herz reported that the District issued a Request for Proposals (RFP) for general legal services. The District's current legal counsel, David McMurchie, whose firm has represented the District since 1988, was invited to submit a proposal but chose not to apply.

The Ad-Hoc Committee reviewed and rated the firms that provided responses. The highest ranked firms were moved on to the interview process. Director Presinal developed the interview questions, and Director Brunberg and Administrator Herz conducted interviews. Based on the full review process, the committee recommended appointing Cole Huber LLP as the District's general counsel.

David Richie of Cole Huber LLP was present to introduce the firm and provide an overview of its services. He noted that the firm has 25 attorneys who represent government entities and has extensive experience providing legal counsel to public agencies.

The committee recommended entering into a two-year agreement with Cole Huber LLP, with options for renewal.

MOTION #4

On a motion by Director Montes seconded by Director Meraz, the approval of a Legal Services Agreement with Cole Huber LLP for General Counsel legal services was approved by a vote of 3-0-2 with Directors Meraz, Brunberg & Montes voting Aye. There were no Nays or Abstentions. Directors Stickney and Presinal were absent.

b) Approval of the Letter of Engagement from Auditor Larry Bain for the Fiscal Year 2025/26 Audit in the amount not to exceed $12,900 (pg. 47-51)

MOTION #5

On a motion by Director Montes seconded by Director Brunberg, the Approval of the Letter of Engagement from Auditor Larry Bain for the Fiscal Year 2025/26 Audit in the amount not to exceed $12,900 was approved by a vote of 3-0-2 with Directors Meraz, Brunberg, and Montes voting Aye. There were no Nays or Abstentions. Directors Stickney and Presinal were absent.

c) Approval of the Agreement with Jennifer Claassen with Clipped In For Life to rent Orangevale Community Park for a Sacramento Cyclocross Event on October 10-11, 2026 (pg. 52-64)

Director Brunberg clarified that "Map B" would be used for the event, based on the recommendation of Superintendent Oropeza. Admin Herz stated that Director Stickney requested that, in his absence, his opposition to "Map B" be noted, stating that the proposed route encroached on the nature area.

MOTION #6

On a motion by Director Montes seconded by Director Brunberg, the Approval of the Agreement with Jennifer Claassen with Clipped in For Life to rent Orangevale Community Park for a Sacramento Cyclocross Event on October 10-11, 2026 was approved by a vote of 3-0-2 with Directors Meraz, Brunberg, and Montes voting Aye. There were no Nays or Abstentions. Directors Stickney and Presinal were absent.

d) Update on the Board of Directors election timeline (verbal): Administrator Herz stated that the nomination period is currently open to all eligible candidates through August 7, 2026. If an insufficient number of candidates file for the available seats by that date, the nomination period will be extended beginning August 8, 2026, but only for non-incumbent candidates.

13. DIRECTOR AND STAFF COMMENTS

Administrator Herz shared that this is one of her favorite times of the year in parks and recreation because the District's programs are at capacity, the parks are well utilized, and the community can see the District's work in action. She expressed her appreciation for her team's dedication and efforts in keeping operations running smoothly. Administrator Herz also stated that she looks forward to the District entering into a new legal services contract and working with our new legal counsel.

Park Maintenance Superintendent Oropeza thanked his staff for their dedication and hard work in managing park operations through the first round of extreme heat. He also expressed appreciation to members of the public who shared positive comments recognizing the efforts of park staff, particularly for their work at Community Park and Almond Park.

Director Meraz shared that he had visited several District parks and was pleased to see that they were well maintained and actively used, even during the heat of the day. Director Meraz also inquired about providing educational information regarding e-bike safety and regulations through park signage and the District's website.

Director Brunberg commended District staff for their efforts and expressed her appreciation for their work.

Director Montes stated that the owner of California E-Bikes in Fair Oaks, works closely with law enforcement, provides educational classes, and facilitates group rides. She noted that the owner would be a valuable resource for e-bike education and outreach efforts.

14. ITEMS FOR NEXT AGENDA

a) Final Budget Hearing

15. ADJOURNMENT

MOTION #7

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 7:31 p.m. On a motion by Director Brunberg, seconded by Director Montes, the adjournment was approved by a vote of 3-0-2 with Directors Stickney, Presinal, Brunberg, Meraz, and Montes, voting Aye. There were no Nays or Abstentions. Directors Stickney and Presinal were absent.

_____

Sharon Brunberg, Chairperson

Public Hearing Announcements:

PUBLIC NOTICE

Public Hearing for the Orangevale Recreation & Park District 2026/27 Final Budget

Notice is hereby given that a public hearing to discuss the Orangevale Recreation & Park District final budget will be held on Thursday, August 20, 2026 at 6:30 p.m. at the Orangevale Community Center, 6826 Hazel Avenue. The public is invited to attend and speak about any item in the budget or regarding the addition of other items. The District adopted the 2026-27 Preliminary Budget at the Board of Directors meeting on May 21, 2026. Copies of the budget are available for inspection at the District Office or on the District's website at **www.ovparks.com**.

Citrus Heights Messenger 7-31-2026

PUBLIC NOTICE

Public Hearing for the Orangevale Recreation & Park District Annual Staffing Data Report
Gov Code 3302.3 (AB 2561)

Notice is hereby given that the Orangevale Recreation & Park District will conduct a Public Hearing on Thursday, August 20, 2026, at 6:30 p.m. at the Orangevale Community Center, 6826 Hazel Avenue. The public is invited to attend and speak about the annual report regarding staffing data, including vacancies, recruitment, and retention challenges pursuant to GC 3302.3 (AB 2561). Written comments may be submitted by Aug 19, 2026 to director@ovparks.com. Agenda and report will be posted on District's website at **www.ovparks.com**.

Citrus Heights Messenger 8-7-2026

Orangevale Times July 10, 2026

PUBLIC NOTICE

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Orangevale Times Aug 14, 2026

Public Notice

Public Hearing for the Orangevale Recreation & Park District Annual Staffing Data Report – Gov Code 3302.3 (AB 2561)

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PUBLIC NOTICE

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Orangevale Times July 10, 2026 – Page 19

OVPARKS
ORANGEVALE RECREATION & PARK DISTRICT

Orangevale Recreation & Park District
6826 Hazel Avenue
Orangevale, CA 95662
Office Hours:

Monday-Friday - 8:30am-4:30pm
Phone Number:
(916) 988-4373
:

EVENTS

OChristmas in July at the pool July 22 1:30-4:00pm

Inflatable Day at the pool July 15 1:30-4:00pm

HIGHLIGHTED PROGRAMS:

OVparks Rec'ing Crew (Ages: 5-12) Mon - Fri , 9AM-4PM with Extended Day options. Weekly themes, activities and field trips, crafts, games, & bi-weekly swimming fun.

OVparks Wiggles & Giggles (Ages: 3-5) Tue - Thur 9AM-noon. Stories, crafts, songs, & water-play with new themes and activities each week.

OVparks Swim Lessons (Ages: 6mo-14 yrs) Mon – Thur. Morning and evening times available for all skill levels.

YOUTH PROGRAMS

Baby Ballet (Ages: Walking- 3y) Mon at 9:00am
Pre-Ballet (Ages: 3-6y) Mon 9:30am

Zumbini (Ages: 2mo- 4yrs) Wed 10:00am

Mini Ninja (Ages: 3-6) Mon 3:15pm and Tue 9:15am
Kids Ninja (Ages: 6- 12) Mon and Wed 4:45pm

YOUTH SPORTS Amazing Athletes and Amazing Athletes Tots Tues at 4:30pm

Skyhawks Beach Volleyball (Ages: 7-13) Tues 3:50pm

Skyhawks Pickleball (Ages: 6-13) Wed 3:50pm
Basic Horsemanship (Ages: 8-15) Fri 4:00-5:15pm

Skyhawks Beginning Golf Camp (Ages: 4-10) Mon-Fri 9:00am

ADULT PROGRAMS

Chen Tai Chi (Ages: 17+) Tues Thurs at 7:00pm

Cardio Kickboxing (Ages: 18 and up) Tues, Thurs & Sat 9:15am

Jazzercise (Ages: 18 and up) Mon, Wed, Fri & Sat

Orangevale Ukelele Fretters (Ages: 18 and up) Mon 1:00pm

Artist Studio (Ages: 35 and up) Mon 11:30am

Men's 3 on 3 Hoops (Ages: 35 and up) Wed 7:00pm

Follow us on Instagram, Facebook, and TikTok or subscribe to our E-Newsletter for the latest updates & more program information! @ovparks

Orangevale Times July 24, 2026 – Page 15

OVPARKS
ORANGEVALE RECREATION & PARK DISTRICT

Orangevale Recreation & Park District
6826 Hazel Avenue
Orangevale, CA 95662
Office Hours:

Monday-Friday - 8:30am-4:30pm
Phone Number:
(916) 988-4373

Pool Opens

HIGHLIGHTED PROGRAMS:

OVparks Rec'ing Crew (Ages: 5-12) Mon - Fri , 9AM-4PM with Extended Day options. Weekly themes, activities and field trips, crafts, games, & bi-weekly swimming fun.

OVparks Wiggles & Giggles (Ages: 3-5) Tue - Thur 9AM-noon. Stories, crafts, songs, & water-play with new themes and activities each week.

OVparks Swim Lessons (Ages: 6mo-14 yrs) Mon – Thur. Morning and evening times available for all skill levels.

Jr. Lifeguard Camp (Ages: 11-14) Tue -Fri 9:30AM-4PM. Learn rescue techniques, lifeguard skills, CPR and First Aid while making friends at the OV Pool!

YOUTH PROGRAMS

Baby Ballet (Ages: Walking- 3y) Mon at 9:00am

Pre-Ballet (Ages: 3-6y) Mon 9:30am

Zumbini (Ages: 2mo- 4yrs) Wed 10:00am

Mini Ninja (Ages: 3-6) Mon 3:15pm and Tue 9:15am

Kids Ninja (Ages: 6- 12) Mon and Wed 4:45pm

Robothink and Robothink Jr. Thurs 4:30pm

YOUTH SPORTS

Amazing Athletes and Amazing Athletes Tots Tues at 4:30pm

Skyhawks Soccer (Ages: 6-12) Mon 4:45

Skyhawks Track and Field (Ages: 6-13) Fri 3:50pm

Skyhawks Beach Volleyball (Ages: 7-13) Tues 3:50pm

Skyhawks Pickleball (Ages: 6-13) Wed 3:50pm

Skyhawks Tennis (Ages: 6-13) Wed 5:00pm

Basic Horsemanship (Ages: 8-15) Fri 4:00-5:15pm

Skyhawks Beginning Golf Camp (Ages: 4-10) Mon-Fri 9:00am

ADULT PROGRAMS:

Chen Tai Chi (Ages: 17+) Tues Thurs at 7:00pm

Cardio Kickboxing (Ages: 18 and up) Tues, Thurs & Sat 9:15am

Jazzercise (Ages: 18 and up) Mon, Wed, Fri & Sat

Orangevale Ukelele Fretters (Ages: 18 and up) Mon 1:00pm

Artist Studio (Ages: 35 and up) Mon 11:30am

Men's 3 on 3 Hoops (Ages: 35 and up) Wed 7:00pm

Follow us on Instagram, Facebook, and TikTok or subscribe to our E-Newsletter for the latest updates & more program information! @ovparks

NEW E-BIKE/MOTOR-BIKE REGULATIONS PROTECT PEOPLE & PARKLAND

Updated rules and ordinances have been passed in Orangevale and Sacramento County in response to safety and environmental concerns that e-bikes and motorized bikes are creating on trails and in local parks. The booming popularity of non-permitted electric and motorized vehicles has increased incidents of serious injury – to both riders and pedestrians – due to the increased speed, weight, and rider behavior. Additionally, electric and motorized vehicles are causing significant damage to the trails, sports fields, nature areas, and natural habitats throughout our community.

This year, the Orangevale Recreation & Park District adopted their updated Trails Master Plan*, which includes the following rules for electrical and motorized bikes and scooters:

- The speed limit on all OVparks trails is 15 mph.
- NO Class 3 bikes on ANY Orangevale Park Trails.

- Class 1 & 2 bikes are only permitted on paved park trails.

- All forms of e-bikes and motor-bikes are prohibited from fields, nature areas, and open space.

On May 12, 2026 the Sacramento County Board of Supervisors passed Sacramento County Code Ordinance #1776 - which updated Sacramento County Code relating to Park Regulations. The changes were adopted with the goal of providing additional enforcement tools to help protect public safety, natural habitats, the environment, and park resources from the increasing threat of e-bikes, e-motorcycles, and off-rode bicycles. On June 18, 2026, the Orangevale Recreation & Park District officially adopted Sacramento County Code amendments to 9.36.030, 9.36.035, 9.36.040, 9.36.062, and 9.36.063, and the addition of section 9.36.084, ratifying the updated code for local parks as well.

With the updated code, fines for violating rules on public trails have doubled. In addition, unauthorized use of electrical and motorized vehicles on trails and sports fields can now be considered either an infraction or a misdemeanor, and punishable as such. These changes are designed to promote public education and empower law enforcement to enforce rules that protect citizens and public property.

Riders, parents, and families are encouraged to know the rules and follow all safety protocols. By understanding and honoring the updated regulations, we can work together as a community to protect the people and parklands of Orangevale.

*The OVparks Trails Master Plan includes a full list of bike and e-bike trail rules: ovparks.com

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Visit the CHP Electric Bicycle Safety and Training and the Bicycle and Pedestrian Safety

Email for citizens to report illegal activities and E-bikes etc.
250pop@chp.ca.gov

GENERAL FUND EXPENDITURES
FOR THE MONTH ENDING
PERIOD 13
FY 25/26

CLAIM #	ACCOUNT #	VENDOR	DESCRIPTION	AMOUNT
1907612177	20202100	US BANK NATIONAL ASSOCIAT	BOOKS PERIODICALS/SUBSCRIPTIONS	**588.98**
1907612177	20202900	US BANK NATIONAL ASSOCIAT	BUSINESS/CONFERENCE EXPENSES	**535.00**
1907611893	20203900	LAUREL HARLING	EMPLOYEE TRANSPORTATION	27.55
1907611894	20203900	SUSAN MYREN	EMPLOYEE TRANSPORTATION	58.00
				85.55
1907611886	20207600	BURKETTS OFFICE SUPLLIES	OFFICE SUPPLIES	448.16
1907612177	20207600	US BANK NATIONAL ASSOCIAT	OFFICE SUPPLIES	267.19
				715.35
1907612177	20208500	US BANK NATIONAL ASSOCIAT	PRINTING SERVICES	**329.39**
1907611876	20219700	T-MOBILE USA INC	TELEPHONE SERVICES	46.57
1907612177	20219700	US BANK NATIONAL ASSOCIAT	TELEPHONE SERVICES	454.81
				501.38
1907612177	20259100	US BANK NATIONAL ASSOCIAT	OTHER PROFESSIONAL SERVICES	**169.90**
1907612177	20281202	US BANK NATIONAL ASSOCIAT	SOFTWARE	**1,086.10**
1907611888	20285100	GREATER SACRAMENTO INVEST	RECREATIONAL SERVICES	926.10
1907611889	20285100	SHAUNA LEMAY	RECREATIONAL SERVICES	390.00
1907611892	20285100	ADRIAAN JANSEN VAN VUUREN	RECREATIONAL SERVICES	1,210.00
1907611891	20285100	ALLGOOD DRIVING SCHOOL	RECREATIONAL SERVICES	49.30
1907612177	20285100	US BANK NATIONAL ASSOCIAT	RECREATIONAL SERVICES	1,856.00
				4,431.40
1907612177	20285200	US BANK NATIONAL ASSOCIAT	RECREATIONAL SUPPLIES	1,401.05
1907612177	20285200	US BANK NATIONAL ASSOCIAT	TAX ACCRUAL	4.23
				1,405.28

BUDGET EXPENDITURE DETAIL
FISCAL YEAR 2025/2026
PERIOD 13 2026

				% to YE	0%
Account Number	**Expenditure Account**	**Budgeted 2025/2026**	**Current Expenditure**	**Expeditures to Date**	**Funds Available**	**% Left**
1000	**SALARIES & EMPLOYEE BENEFITS**					
10111000	Salaries & Wages, Regular	1,039,000.00		1,055,860.09	(16,860.09)	-2%
10112100	Salaries & Wages, Extra Help	612,000.00		401,681.03	210,318.97	34%
10112400	Salaries, Board members	12,000.00		7,500.00	4,500.00	38%
10121000	Retirement	315,000.00		301,766.05	13,233.95	4%
10122000	Social Security	126,000.00		110,941.29	15,058.71	12%
10123000	Group Insurance	305,000.00		271,490.91	33,509.09	11%
10124000	Worker's Comp. Ins	68,000.00		63,112.00	4,888.00	7%
10125000	Unemployment Insurance	15,000.00		13,998.60	1,001.40	7%
	SUB-TOTAL	**2,492,000.00**	**-**	**2,226,349.97**	**265,650.03**	**11%**
2000	**SERVICES & SUPPLIES**					
20200500	Advertise/Legal Notices	1,000.00		363.27	636.73	64%
20202100	Books/Periodicals/Subscrip	2,600.00	588.98	2,168.69	431.31	17%
20202900	Business/Conference Expense	4,000.00	535.00	2,555.12	1,444.88	36%
20203500	Education/Training Serv.	3,000.00		3,492.96	(492.96)	-16%
20203600	Education /Training Supplies	500.00		-	500.00	100%
20203800	Employee Recognition	2,900.00		2,285.90	614.10	21%
20203900	Employee Transportation	2,000.00	85.55	1,854.79	145.21	7%
20205100	Liability Insurance	150,000.00		145,687.00	4,313.00	3%
20206100	Membership Dues	17,000.00		16,197.63	802.37	5%
20207600	Office Supplies	7,600.00	715.35	6,515.48	1,084.52	14%
20207602	Signs	500.00		-	500.00	100%
20208100	Postal Services	11,000.00		8,092.00	2,908.00	26%
20208102	Stamps	1,500.00		776.52	723.48	48%
20208500	Printing Services	30,000.00	329.39	20,499.19	9,500.81	32%
20211200	Building Maint. Supplies	500.00		-	500.00	100%
20219700	Telephone Service	14,000.00	501.38	12,088.07	1,911.93	14%
20226200	Office Equip Maint Supplies	2,600.00		3,282.78	(682.78)	-26%
20231400	Clothing/Personal Supplies	2,000.00		1,771.95	228.05	11%
20232200	Custodial Supplies	500.00		-	500.00	100%
20244300	Medical Services	400.00		880.64	(480.64)	-120%
20244400	Medical Supplies	5,400.00		2,060.73	3,339.27	62%
20250500	Accounting Services	7,200.00		6,946.00	254.00	4%
20250700	Assessment/Collection Service	30,000.00		31,520.82	(1,520.82)	-5%
20252500	Engineering Services	6,000.00		-	6,000.00	100%
20253100	Legal Services	12,000.00		297.00	11,703.00	98%
20257100	Security Services	4,000.00		2,512.00	1,488.00	37%
20259100	Other Professional Services	20,000.00	169.90	9,733.10	10,266.90	51%
20259101	Computer Consultants	16,000.00		13,176.00	2,824.00	18%
20281201	PC Hardware	5,000.00		5,408.25	(408.25)	-8%
20281202	PC Software	16,000.00	1,086.10	10,843.22	5,156.78	32%
20281203	PC Supplies	2,000.00		-	2,000.00	100%
20281900	Registration Services (Elections)	0.00		-	0.00	0%
20285100	Recreational Services	200,000.00	4,431.40	127,460.11	72,539.89	36%
20285200	Recreational Supplies	33,000.00	1,405.28	20,542.78	12,457.22	38%

Account Number	Expenditure Account	Budgeted 2025/2026	Current Expenditure	Expeditures to Date	Funds Available	% Left
20289800	Other Operating Exp - Supplies	2,500.00		-	2,500.00	100%
20289900	Other Operating Exp - Services	1,000.00		200.00	800.00	80%
20291100	System Development Services	5,200.00		3,026.00	2,174.00	42%
20296200	GS Parking Charges	300.00		136.96	163.04	54%
	SUB-TOTAL	**619,200.00**	**9,848.33**	**462,374.96**	**156,825.04**	**25%**
3000	**OTHER CHARGES**					
30321000	Interest Expense	25,050.00		25,041.25	8.75	0%
30322000	Bond/Loan Redemption	47,500.00		47,348.60	151.40	0%
30345000	Taxes/Licenses/Assess Trans	1,300.00		-	1,300.00	100%
	SUB-TOTAL	**73,850.00**	**-**	**72,389.85**	**1,460.15**	**2%**
4000	**FIXED ASSETS**					
41410100	Land	0.00		-	0.00	0%
42420200	Struc. & Improvements	394,000.00	60.00	388,818.00	5,182.00	1%
43430303	Vehicles/Equipment	0.00		-	0.00	0%
	SUB-TOTAL	**394,000.00**	**60.00**	**388,818.00**	**5,182.00**	**1%**
5000	**INTERFUND CHARGES**					
50557100	Fingerprinting Service	3,000.00		2,043.00	957.00	32%
	SUB-TOTAL	**3,000.00**	**-**	**2,043.00**	**957.00**	**32%**
79790100	Contingency Appropriations	50,000.00		-	50,000.00	0%
	Deposit into Reserves	0.00		-	0.00	0%
	GRAND TOTAL	**3,632,050.00**	**9,908.33**	**3,151,975.78**	**480,074.22**	**13%**

ORANGEVALE RECREATION AND PARK DISTRICT GENERAL FUND
REVENUE STATEMENT
FISCAL YEAR 2025/2026
PERIOD 13 2026

Account Number	Revenue Account	2025/2026 Budgeted Revenue	Realized This Period	Collection YTD Balance	YTD Uncollected Balance	% Collected
91910100	Prop. Taxes - Current Secured	1,818,746	7,941.04	1,817,243.79	1,502.21	99.92%
91910200	Prop. Taxes - Current Unsecured	64,500	507.34	70,826.61	-6,326.61	109.81%
91910300	Supplemental Taxes Current	40,000	1,198.99	25,894.41	14,105.59	64.74%
91910400	Prop. Taxes Sec. Delinquent	12,500	6,041.89	29,786.20	-17,286.20	238.29%
91910500	Prop. Taxes Supp. Delinq.	3,400	8,194.73	13,484.21	-10,084.21	396.59%
91910600	Unitary Current Secured	15,000	131.12	21,309.86	-6,309.86	142.07%
91912000	Prop. Tax - Sec. Redemption	140	0.05	90.25	49.75	64.46%
91913000	Prop. Tax Prior - Unsecured	700	292.00	292.00	408.00	41.71%
91914000	Penalty Costs - Prop. Tax	300	513.64	555.78	-255.78	185.26%
91919900	Taxes - Other	-	-88.35	-88.35	88.35	
	SUB-TOTAL TAXES 9100	***1,955,286***	***24,732.45***	***1,979,394.76***	***-24,108.76***	101.23%
94941000	Interest Income	43,000	27,112.45	39,033.45	3,966.55	90.78%
94942900	Building Rental Other	160,000		161,194.93	-1,194.93	100.75%
94943900	Cell Tower Leases	49,300		50,331.96	-1,031.96	102.09%
94944800	Rec.Concessions Final 9	22,000		20,347.30	1,652.70	92.49%
95952200	Homeowner Prop. Tax Relief	13,000	1,747.90	11,646.30	1,353.70	89.59%
95952900	In-Lieu Taxes	90,000		224,314.40	-134,314.40	249.24%
95956900	State Aid - Other Misc. Programs	-		0.00	0.00	0.00%
96963313	Miscellaneous Fees	1,000		1,314.74	-314.74	131.47%
96964600	Recreation Service Charges	615,000		479,794.89	135,205.11	78.02%
96969700	Security Services	-		0.00	0.00	0.00%
97973000	Donations & Contributions	2,000		3,327.91	-1,327.91	166.40%
97974000	Insurance Proceeds	270		0.00	270.00	0.00%
97979000	Revenue - Other	5,000		3,594.67	1,405.33	71.89%
97979900	Prior Year	-		0.00	0.00	0.00%
98986200	Asset Sale Proceeds - SP Dist	-		0.00	0.00	0.00%
	SUB-TOTAL OTHER MISC. INCOME	***1,000,570***	***28,860.35***	***994,900.55***	***5,669.45***	***99.43%***
	TOTAL BUDGET AMOUNT	**2,955,856**	**53,593**	**2,974,295**	***-18,439.31***	**100.62%**

GENERAL FUND EXPENDITURES
FOR THE MONTH ENDING
JULY 31, 2026
FY 26/27

CLAIM #	ACCOUNT #	VENDOR	DESCRIPTION	AMOUNT
1907623042	10124000	CALIFORNIA ASSOCIATION FO	WORK COMP INS	**17,776.50**
1907620004	20202900	REBECCA HERZ	BUSINESS/CONFERENCE EXPENSE	890.00
1300931947	20202900	SCHOLARSHIP REIMBURSEMENT	BUSINESS/CONFERENCE EXPENSE	-890.00
1907617235	20203900	SARINA PICCINONNO	EMPLOYEE TRANSPORTATION	**11.02**
1907623041	20205100	CALIFORNIA ASSOCIATION FO	LIABILITY INSURANCE	**73,914.50**
1907619999	20206100	CALIFORNIA ASSOCIATION OF	MEMBERSHIP DUES	**3,250.00**
1907617201	20219700	COMCAST	TELEPHONE SERVICES	250.28
1907623023	20219700	COMCAST	TELEPHONE SERVICES	276.06
				526.34
1907623044	20244400	LIFE-ASSIST INC	MEDICAL SUPPLIES	**201.22**
1907617245	20259100	CIVICPLUS LLC	OTHER PROFESSIONAL SERVICES	4,221.00
1907620003	20259100	STATE OF CALIFORNIA	OTHER PROFESSIONAL SERVICES	1,056.00
				5,277.00
1907620000	20259101	N3X MSP INC	IT SERVICES	**1,098.00**
1907620000	20281201	N3X MSP INC	HARDWARE	**959.57**
1907620000	20281202	N3X MSP INC	SOFTWARE	**652.68**
1907617225	20285100	STEVEN MIRANDA	RECREATIONAL SERVICES	1,281.80
1907617222	20285100	GREATER SACRAMENTO INVEST	RECREATIONAL SERVICES	591.50
1907617230	20285100	GRANITE BAY MARTIAL ARTS	RECREATIONAL SERVICES	336.00
1907617264	20285100	PETER SCHROEDER	RECREATIONAL SERVICES	125.00
1907620006	20285100	LINDA WEISS	RECREATIONAL SERVICES	1,831.20
1907623048	20285100	RESCUE TRAINING INSTITUTE	RECREATIONAL SERVICES	539.00
				4,704.50
111847630	20291100		FY26/27 Compass Annual Fees	**3,096.00**
111859392	20296200		QR BILLING July-2026 ORANGEVALE RPD	**5.25**
1907617262	30321000	JAMSAB REALTY CORP	INTEREST	**11,992.50**
1907617228	30322000	FIRST CITIZENS BANK & TRU	BOND/LOAN REDEMPTION	366.35
1907617262	30322000	JAMSAB REALTY CORP	BOND/LOAN REDEMPTION	22,000.00
				22,366.35

ORANGEVALE RECREATION AND PARK DISTRICT GENERAL FUND
BUDGET EXPENDITURE DETAIL
FISCAL YEAR 2026/2027
JULY 2026

				% to YE	92%	
Account Number	**Expenditure Account**	**Budgeted 2026/2027**	**Current Expenditures**	**Expeditures to Date**	**Funds Available**	**% Left**
1000	**SALARIES & EMPLOYEE BENEFITS**					
10111000	Salaries & Wages, Regular	1,084,700.00	82,567.31	82,567.31	1,002,132.69	92%
10112100	Salaries & Wages, Extra Help	590,000.00	94,108.44	94,108.44	495,891.56	84%
10112400	Salaries, Board members	11,500.00	1,000.00	1,000.00	10,500.00	91%
10121000	Retirement	336,000.00	23,222.62	23,222.62	312,777.38	93%
10122000	Social Security	128,200.00	13,464.51	13,464.51	114,735.49	89%
10123000	Group Insurance	340,000.00	26,245.34	26,245.34	313,754.66	92%
10124000	Worker's Comp. Ins	68,000.00	17,776.50	17,776.50	50,223.50	74%
10125000	Unemployment Insurance	15,500.00	2,858.25	2,858.25	12,641.75	82%
	SUB-TOTAL	**2,573,900.00**	**261,242.97**	**261,242.97**	**2,312,657.03**	**90%**
2000	**SERVICES & SUPPLIES**					
20200500	Advertise/Legal Notices	800.00		-	800.00	100%
20202100	Books/Periodicals/Subscrip	2,800.00		-	2,800.00	100%
20202900	Business/Conference Expense	4,000.00		-	4,000.00	100%
20203500	Education/Training Serv.	3,000.00		-	3,000.00	100%
20203600	Education /Training Supplies	500.00		-	500.00	100%
20203800	Employee Recognition	2,900.00		-	2,900.00	100%
20203900	Employee Transportation	2,000.00	11.02	11.02	1,988.98	99%
20205100	Liability Insurance	160,000.00	73,914.50	73,914.50	86,085.50	54%
20206100	Membership Dues	17,500.00	3,250.00	3,250.00	14,250.00	81%
20207600	Office Supplies	7,000.00		-	7,000.00	100%
20207602	Signs	200.00		-	200.00	100%
20208100	Postal Services	10,500.00		-	10,500.00	100%
20208102	Stamps	1,200.00		-	1,200.00	100%
20208500	Printing Services	25,000.00		-	25,000.00	100%
20211200	Building Maint. Supplies	0.00		-	0.00	0%
20219700	Telephone Service	14,000.00	526.34	526.34	13,473.66	96%
20226200	Office Equip Maint Supplies	2,800.00		-	2,800.00	100%
20231400	Clothing/Personal Supplies	2,000.00		-	2,000.00	100%
20232200	Custodial Supplies	0.00		-	0.00	0%
20244300	Medical Services	800.00		-	800.00	100%
20244400	Medical Supplies	4,000.00	201.22	201.22	3,798.78	95%
20250500	Accounting Services	7,300.00		-	7,300.00	100%
20250700	Assessment/Collection Service	34,000.00		-	34,000.00	100%
20252500	Engineering Services	0.00		-	0.00	0%
20253100	Legal Services	10,000.00		-	10,000.00	100%
20257100	Security Services	4,000.00		-	4,000.00	100%
20259100	Other Professional Services	22,000.00	5,277.00	5,277.00	16,723.00	76%
20259101	Computer Consultants	17,000.00	1,098.00	1,098.00	15,902.00	94%
20281201	PC Hardware	5,000.00	959.57	959.57	4,040.43	81%
20281202	PC Software	18,000.00	652.68	652.68	17,347.32	96%
20281203	PC Supplies	2,000.00		-	2,000.00	100%
20281900	Registration Services (Elections)	35,000.00		-	35,000.00	100%
20285100	Recreational Services	180,000.00	4,704.50	4,704.50	175,295.50	97%
20285200	Recreational Supplies	32,000.00		-	32,000.00	100%

Account Number	Expenditure Account	Budgeted 2026/2027	Current Expenditures	Expeditures to Date	Funds Available	% Left
20289800	Other Operating Exp - Supplies	2,500.00		-	2,500.00	100%
20289900	Other Operating Exp - Services	1,000.00		-	1,000.00	100%
20291100	System Development Services	5,200.00	3,096.00	3,096.00	2,104.00	40%
20296200	GS Parking Charges	350.00	5.25	5.25	344.75	99%
	SUB-TOTAL	**636,350.00**	**93,696.08**	**93,696.08**	**542,653.92**	**85%**
3000	**OTHER CHARGES**					
30321000	Interest Expense	23,640.00	11,992.50	11,992.50	11,647.50	49%
30322000	Bond/Loan Redemption	48,500.00	22,366.35	22,366.35	26,133.65	54%
30345000	Taxes/Licenses/Assess Trans	1,000.00		-	1,000.00	100%
	SUB-TOTAL	**73,140.00**	**34,358.85**	**34,358.85**	**38,781.15**	**53%**
4000	**FIXED ASSETS**					
41410100	Land	0.00		-	0.00	
42420200	Struc. & Improvements	489,000.00		-	489,000.00	100%
43430300	Vehicles/Equipment	0.00		-	0.00	0%
	SUB-TOTAL	**489,000.00**	**-**	**-**	**489,000.00**	**100%**
5000	**INTERFUND CHARGES**					
50557100	Fingerprinting Service	3,700.00		-	3,700.00	100%
	SUB-TOTAL	**3,700.00**	**-**	**-**	**3,700.00**	**100%**
79790100	Contingency Appropriations	50,000.00		-	50,000.00	0%
	GRAND TOTAL	**3,826,090.00**	**389,297.90**	**389,297.90**	**3,436,792.10**	**90%**

ORANGEVALE RECREATION AND PARK DISTRICT GENERAL FUND
REVENUE STATEMENT
FISCAL YEAR 2026/2027
JULY 2026

Account Number	Revenue Account	2026/2027 Budgeted Revenue	Realized This Period	Collection YTD Balance	YTD Uncollected Balance	% Collected
91910100	Prop. Taxes - Current Secured	1,892,995		0.00	1,892,995.00	0.00%
91910200	Prop. Taxes - Current Unsecured	68,000		0.00	68,000.00	0.00%
91910300	Supplemental Taxes Current	40,000		0.00	40,000.00	0.00%
91910400	Prop. Taxes Sec. Delinquent	15,000		0.00	15,000.00	0.00%
91910500	Prop. Taxes Supp. Delinq.	3,400		0.00	3,400.00	0.00%
91910600	Unitary Current Secured	15,000		0.00	15,000.00	0.00%
91912000	Prop. Tax - Sec. Redemption	140		0.00	140.00	0.00%
91913000	Prop. Tax Prior - Unsecured	700		0.00	700.00	0.00%
91914000	Penalty Costs - Prop. Tax	300		0.00	300.00	0.00%
91919900	Taxes - Other	-		0.00	0.00	0.00%
	SUB-TOTAL TAXES 9100	***2,035,535***	***0.00***	***0.00***	***2,035,535.00***	0.00%
94941000	Interest Income	40,000		0.00	40,000.00	0.00%
94942900	Building Rental Other	170,000	13,777.50	13,777.50	156,222.50	8.10%
94943900	Cell Tower Leases	49,800	4,430.49	4,430.49	45,369.51	8.90%
94944800	Rec.Concessions Final 9	22,000	605.00	605.00	21,395.00	2.75%
95952200	Homeowner Prop. Tax Relief	13,000		0.00	13,000.00	0.00%
95952900	In-Lieu Taxes	373,282		0.00	373,282.00	0.00%
95956900	State Aid - Other Misc. Programs	-		0.00	0.00	0.00%
96963313	Miscellaneous Fees	1,000		0.00	1,000.00	0.00%
96964600	Recreation Service Charges	615,000	45,695.32	45,695.32	569,304.68	7.43%
96969700	Security Services	-		0.00	0.00	0.00%
97973000	Donations & Contributions	2,000	2,977.37	2,977.37	-977.37	148.87%
97974000	Insurance Proceeds	270		0.00	270.00	0.00%
97979000	Revenue - Other	1,000		0.00	1,000.00	0.00%
97979900	Prior Year	-		0.00	0.00	0.00%
98986200	Asset Sale Proceeds - SP Dist	-		0.00	0.00	0.00%
	SUB-TOTAL OTHER MISC. INCOME	***1,287,352***	***67,485.68***	***67,485.68***	***1,219,866.32***	5.24%
	TOTAL BUDGET AMOUNT	**3,322,887**	***67,485.68***	***67,485.68***	***3,255,401.32***	2.03%

OLLAD FUND EXPENDITURES
FOR THE MONTH ENDING
PERIOD 13
FY 25/26

CLAIM #	ACCOUNT #	VENDOR	DESCRIPTION	AMOUNT
1907612177	20203500	US BANK NATIONAL ASSOCIAT	EDUCATION/TRAINING SERVICES	**2,580.00**
1907612177	20206100	US BANK NATIONAL ASSOCIAT	MEMBERSHIP DUES	**150.00**
1907612177	20207600	US BANK NATIONAL ASSOCIAT	OFFICE SUPPLIES	**8.56**
1907612177	20210400	US BANK NATIONAL ASSOCIAT	AGRICULTURAL/HORTICULTURAL SUPPLIES	**107.72**
1907612179	20212200	AQUA SOURCE INC	CHEMICAL SUPPLIES	**6,516.72**
1907612177	20213200	US BANK NATIONAL ASSOCIAT	ELECTRICAL MAINTENANCE SUPPLIES	**144.42**
1907612182	20214200	GORDON COOK	LAND IMPROVEMENT MAINTENANCE SUPPL	213.88
1907612177	20214200	US BANK NATIONAL ASSOCIAT	LAND IMPROVEMENT MAINTENANCE SUPPL	404.46
				618.34
1907612177	20215200	US BANK NATIONAL ASSOCIAT	MECHANICAL SYSTEMS MAINTENANCE SUP	**511.88**
1907612180	20218200	SPRINKLER SERVICE & SUPPL	IRRIGATION SUPPLIES	1,843.30
1907612181	20218200	SPRINKLER SERVICE & SUPPL	IRRIGATION SUPPLIES	361.26
				2,204.56
1907611874	20219100	SMUD	ELECTRICITY	**8,698.67**
1907611872	20219200	PACIFIC GAS AND ELECTRIC	NATURAL GAS/LPG/FUEL OIL	**382.80**
1907612177	20223600	US BANK NATIONAL ASSOCIAT	FUEL/LUBRICANTS	**3,052.52**
1907611882	20231400	UNIFIRST CORPORATION	CLOTHING/PERSONAL SUPPLIES	**55.15**
1907611882	20232200	UNIFIRST CORPORATION	CUSTODIAL SUPPLIES	201.79
1907611886	20232200	BURKETTS OFFICE SUPLLIES	CUSTODIAL SUPPLIES	451.46
1907611884	20232200	HD SUPPLY INC	CUSTODIAL SUPPLIES	352.08
				1,005.33
1907612177	20289800	US BANK NATIONAL ASSOCIAT	OTHER OPERATING EXPENSES SUPPLIES	**765.28**

ORANGEVALE RECREATION AND PARK DISTRICT - OLLAD ASSESSMENT
BUDGET EXPENDITURE DETAIL
FISCAL YEAR 2025/2026
PERIOD 13 2026

				% to YE	0%
Account Number	**Expenditure Account**	**Budgeted 2025/2026**	**Current Expenditure**	**Expeditures to Date**	**Funds Available**	**% Left**
2000	**SERVICES & SUPPLIES**					
20203500	Education/Training Service	4,000.00	2,580.00	3,962.90	37.10	1%
20206100	Membership Dues	200.00	150.00	221.50	(21.50)	-11%
20207600	Office Supplies	500.00	8.56	167.83	332.17	66%
20207602	Signs	1,500.00		1,761.71	(261.71)	-17%
20207603	Keys	800.00		55.89	744.11	93%
20210300	Agricultural/Horticultural Service	21,500.00		12,790.80	8,709.20	41%
20210400	Agricultural/Horticultural Supply	12,000.00	107.72	7,510.29	4,489.71	37%
20211200	Building Maint. Supplies	10,000.00		10,068.58	(68.58)	-1%
20212200	Chemicals	68,000.00	6,516.72	54,807.96	13,192.04	19%
20213100	Electrical Maint. Service	5,000.00		-	5,000.00	100%
20213200	Electrical Maint. Supplies	2,600.00	144.42	639.17	1,960.83	75%
20214100	Land Improv. Maint. Service	40,000.00		13,054.20	26,945.80	67%
20214200	Land Improv. Maint. Supplies	39,000.00	618.34	34,025.92	4,974.08	13%
20215100	Mechanical System Maint. Ser	8,000.00		757.50	7,242.50	91%
20215200	Mechanical System Maint. Sup	3,000.00	511.88	829.05	2,170.95	72%
20216200	Painting Supplies	1,500.00		1,547.31	(47.31)	-3%
20216700	Plumbing Maint. Service	1,000.00		410.00	590.00	59%
20216800	Plumbing Maint. Supplies	2,000.00		576.37	1,423.63	71%
20218200	Irrigation Supplies	18,000.00	2,204.56	13,022.40	4,977.60	28%
20218500	Permit Charges	5,500.00		5,194.00	306.00	6%
20219100	Electricity	95,000.00	8,698.67	90,299.49	4,700.51	5%
20219200	Natural Gas / LPG/ Fuel Oil	40,000.00	382.80	16,526.57	23,473.43	59%
20219300	Refuse Collection / Disposal Servic	25,000.00		21,938.76	3,061.24	12%
20219500	Sewage Disposal Service	15,500.00		15,927.36	(427.36)	-3%
20219800	Water	87,000.00		74,233.48	12,766.52	15%
20219900	Telephone System Maintenance	1,000.00		-	1,000.00	100%
20220500	Auto Maintenance Service	5,000.00		4,816.83	183.17	4%
20220600	Auto Maintenance Supplies	5,600.00		4,821.72	778.28	14%
20222600	Expendable Tools	2,400.00		430.98	1,969.02	82%
20223600	Fuel & Lubricants	28,400.00	3,052.52	24,979.02	3,420.98	12%
20227500	Rent/Lease Equipment	2,200.00		409.06	1,790.94	81%
20228100	Shop Equip. Maint. Service	3,700.00		1,551.17	2,148.83	58%
20228200	Shop Equip. Maint. Supplies	7,000.00		6,259.76	740.24	11%
20229100	Other Equip. Maint. Service	2,200.00		1,040.45	1,159.55	53%
20229200	Other Equip. Maint. Supplies	3,500.00		3,135.58	364.42	10%
20231400	Clothing/Personal Supplies	4,000.00	55.15	1,998.57	2,001.43	50%
20232200	Custodial Supplies	19,000.00	1,005.33	17,854.76	1,145.24	6%
20250500	Accounting Services	3,800.00		3,818.00	(18.00)	0%
20252500	Engineering Services	15,300.00		13,018.16	2,281.84	15%
20253100	Legal Services	5,000.00		432.00	4,568.00	91%
20257100	Security Services	36,000.00		24,188.00	11,812.00	33%
20259100	Other Professional Services	55,000.00		25,202.35	29,797.65	54%
20289800	Other Operating Expenses Sup.	16,000.00	765.28	11,387.52	4,612.48	29%
	SUB-TOTAL	**721,700.00**	**26,801.95**	**525,672.97**	**196,027.03**	**27%**

Account Number	Expenditure Account	Budgeted 2025/2026	Current Expenditure	Expeditures to Date	Funds Available	% Left
3000	**OTHER CHARGES**					
30321000	Interest Expense	0.00		-	0.00	0%
30322000	Bond/Loan Redemption	0.00		-	0.00	0%
30345000	Taxes/Licenses/Assess Trans	1,500.00		1,221.60	278.40	19%
	SUB-TOTAL	**1,500.00**	**-**	**1,221.60**	**278.40**	**19%**
4000	**FIXED ASSETS**					
42420100	Buildings	0.00		-	0.00	0%
42420200	Struc. & Improvements	15,000.00		13,265.00	1,735.00	12%
43430300	Equipment	46,500.00		31,324.00	15,176.00	33%
	SUB-TOTAL	**61,500.00**	**-**	**44,589.00**	**16,911.00**	**0%**
79790100	*Contingency Appropriations*	0.00			0.00	0%
	Deposit into Reserves	0.00		-	0.00	0%
	GRAND TOTAL	***784,700.00***	***26,801.95***	***571,483.57***	**213,216.43**	**27%**

OLLAD FUND EXPENDITURES
FOR THE MONTH ENDING
JULY 31, 2026
FY 26/27

CLAIM #	ACCOUNT #	VENDOR	DESCRIPTION	AMOUNT
1907617217	20212200	AMERICAN RIVER ACE HARDWA	CHEMICAL SUPPLIES	199.41
1907619998	20212200	AQUA SOURCE INC	CHEMICAL SUPPLIES	6,516.72
				6,716.13
1907617217	20213200	AMERICAN RIVER ACE HARDWA	ELECTRICAL MAINTENANCE SUPPLIES	**55.99**
1907617238	20214200	NIMBUS LANDSCAPING MATERI	LAND IMPROVEMENT MAINTENANCE SUPPL	14.95
1907619997	20214200	NUTRIEN AG SOLUTIONS INC	LAND IMPROVEMENT MAINTENANCE SUPPL	314.29
1907619996	20214200	GORDON COOK	LAND IMPROVEMENT MAINTENANCE SUPPL	161.55
				490.79
1907617217	20218200	AMERICAN RIVER ACE HARDWA	IRRIGATION SUPPLIES	**332.48**
1907617253	20218500	STATE OF CALIFORNIA	PERMIT CHARGES	**220.00**
1907617216	20219200	PACIFIC GAS AND ELECTRIC	NATURAL GAS/LPG/FUEL OIL	**95.99**
1907617197	20219300	ALLIED WASTE SERVICES OF	REFUSE COLLECTION/DISPOSAL SERVICES	1,723.72
1300931947	20219300	OVHP REIMBURSEMENT	REFUSE COLLECTION/DISPOSAL SERVICES	-137.82
				1,585.90
1907617243	20219500	AREA PORTABLE SERVICES IN	SEWAGE DISPOSAL SERVICES	185.93
1907617241	20219500	AREA PORTABLE SERVICES IN	SEWAGE DISPOSAL SERVICES	185.93
1907623025	20219500	COUNTY OF SACRAMENTO	SEWAGE DISPOSAL SERVICES	1,200.88
1300931947	20219500	OVHP REIMBURSEMENT	SEWAGE DISPOSAL SERVICES	-234.02
				1,338.72
1907623029	20219800	ORANGEVALE WATER COMPANY	WATER	105.70
1300931947	20219800	OVHP REIMBURSEMENT	WATER	-99.91
				5.79
1907617252	20232200	STATE INDUSTRIAL PRODUCTS	CUSTODIAL SUPPLIES	**699.13**
1907623039	20259100	FIRECODE SAFETY EQUIPMENT	OTHER PROFESSIONAL SERVICES	**635.00**
1907623034	30345000	SACRAMENTO COUNTY	TAX/LICENSE/ASSESSMENT	**69.32**

ORANGEVALE RECREATION AND PARK DISTRICT - OLLAD ASSESSMENT
BUDGET EXPENDITURE DETAIL
FISCAL YEAR 2026/2027
JULY 2026

				% to YE	92%	
Account Number	**Expenditure Account**	**Budgeted 2026/2027**	**Current Expenditures**	**Expenditures to Date**	**Funds Available**	**% Left**
2000	**SERVICES & SUPPLIES**					
20203500	Education/Training Service	4,000.00		-	4,000.00	100%
20206100	Membership Dues	400.00		-	400.00	100%
20207600	Office Supplies	500.00		-	500.00	100%
20207602	Signs	2,000.00		-	2,000.00	100%
20207603	Keys	800.00		-	800.00	100%
20210300	Agricultural/Horticultural Service	14,500.00		-	14,500.00	100%
20210400	Agricultural/Horticultural Supply	8,000.00		-	8,000.00	100%
20211200	Building Maint. Supplies	11,000.00		-	11,000.00	100%
20212200	Chemicals	62,000.00	6,716.13	6,716.13	55,283.87	89%
20213100	Electrical Maint. Service	3,000.00		-	3,000.00	100%
20213200	Electrical Maint. Supplies	2,600.00	55.99	55.99	2,544.01	98%
20214100	Land Improv. Maint. Service	26,000.00		-	26,000.00	100%
20214200	Land Improv. Maint. Supplies	40,000.00	490.79	490.79	39,509.21	99%
20215100	Mechanical System Maint. Ser	6,000.00		-	6,000.00	100%
20215200	Mechanical System Maint. Sup	2,500.00		-	2,500.00	100%
20216200	Painting Supplies	2,000.00		-	2,000.00	100%
20216700	Plumbing Maint. Service	1,000.00		-	1,000.00	100%
20216800	Plumbing Maint. Supplies	2,000.00		-	2,000.00	100%
20218200	Irrigation Supplies	18,000.00	332.48	332.48	17,667.52	98%
20218500	Permit Charges	5,500.00	220.00	220.00	5,280.00	96%
20219100	Electricity	103,000.00		-	103,000.00	100%
20219200	Natural Gas / LPG/ Fuel Oil	38,000.00	95.99	95.99	37,904.01	100%
20219300	Refuse Collection / Disposal Service	26,000.00	1,585.90	1,585.90	24,414.10	94%
20219500	Sewage Disposal Service	16,000.00	1,338.72	1,338.72	14,661.28	92%
20219800	Water	97,000.00	5.79	5.79	96,994.21	100%
20219900	Telephone System Maintenance	1,000.00		-	1,000.00	100%
20220500	Auto Maintenance Service	7,000.00		-	7,000.00	100%
20220600	Auto Maintenance Supplies	6,600.00		-	6,600.00	100%
20222600	Expendable Tools	2,400.00		-	2,400.00	100%
20223600	Fuel & Lubricants	29,000.00		-	29,000.00	100%
20227500	Rent/Lease Equipment	2,200.00		-	2,200.00	100%
20228100	Shop Equip. Maint. Service	3,200.00		-	3,200.00	100%
20228200	Shop Equip. Maint. Supplies	7,500.00		-	7,500.00	100%
20229100	Other Equip. Maint. Service	2,200.00		-	2,200.00	100%
20229200	Other Equip. Maint. Supplies	3,700.00		-	3,700.00	100%
20231400	Clothing/Personal Supplies	4,000.00		-	4,000.00	100%
20232200	Custodial Supplies	19,000.00	699.13	699.13	18,300.87	96%
20250500	Accounting Services	3,950.00		-	3,950.00	100%
20252500	Engineering Services	15,300.00		-	15,300.00	100%
20253100	Legal Services	5,000.00		-	5,000.00	100%
20257100	Security Services	36,000.00		-	36,000.00	100%
20259100	Other Professional Services	45,000.00	635.00	635.00	44,365.00	99%
20289800	Other Operating Expenses Sup.	16,000.00		-	16,000.00	100%
	SUB-TOTAL	**700,850.00**	**12,175.92**	**12,175.92**	**688,674.08**	**98%**

Account Number	Expenditure Account	Budgeted 2026/2027	Current Expenditures	Expenditures to Date	Funds Available	% Left
3000	**OTHER CHARGES**					
30321000	Interest Expense	0.00		-	0.00	0%
30322000	Bond/Loan Redemption	0.00		-	0.00	0%
30345000	Taxes/Licenses/Assess Trans	1,600.00	69.32	69.32	1,530.68	96%
	SUB-TOTAL	**1,600.00**	**69.32**	**69.32**	**1,530.68**	**96%**
4000	**FIXED ASSETS**					
42420100	Buildings	0.00		-	0.00	0%
42420200	Struc. & Improvements	64,000.00		-	64,000.00	0%
43430300	Equipment	0.00		-	0.00	0%
	SUB-TOTAL	**64,000.00**	**-**	**-**	**64,000.00**	**0%**
79790100	*Contingency Appropriations*	0.00			0.00	0%
	Deposit into Reserves	0.00		-	0.00	0%
	GRAND TOTAL	***766,450.00***	***12,245.24***	***12,245.24***	**754,204.76**	**98%**

ORANGEVALE RECREATION AND PARK DISTRICT - KENENTH GROVE ASSESSMENT
BUDGET EXPENDITURE DETAIL
FISCAL YEAR 2025/2026
PERIOD 13 2026

				% to YE	1%	
Account Number	**Expenditure Account**	**Budgeted 2025/2026**	**Current Expenditures**	**Expeditures to Date**	**Funds Available**	**% Left**
2000	**SERVICES & SUPPLIES**					
20200500	Advertise/Legal Notices	400.00		-	400.00	100%
20207600	Office Supplies	50.00		-	50.00	100%
20207602	Signs	50.00		-	50.00	100%
20210300	Agricultural/Horticultural Service	2,500.00		2,900.00	(400.00)	-16%
20210400	Agricultural/Horticultural Supplies	1,250.00		-	1,250.00	100%
20219800	Water	1,000.00		853.70	146.30	15%
20223600	Fuel & Lubricants	1,000.00		1,000.00	0.00	0%
20250500	Accounting Services	680.00		736.00	(56.00)	-8%
20250700	Assessment/Collection Services	100.00		-	100.00	100%
20252500	Engineering Services	1,000.00		(676.31)	1,676.31	168%
20253100	Legal Services	100.00		-	100.00	100%
20256200	Transcribing Services	100.00		-	100.00	100%
20259100	Other Professional Services	320.00		-	320.00	100%
20289900	Other Operating Exp - Services	100.00		-	100.00	100%
	SUB-TOTAL	**8,650.00**	**0.00**	**4,813.39**	**3,836.61**	**44%**
4000	**FIXED ASSETS**					
42420200	Struc. & Improvements	16,000.00		7,500.00	8,500.00	0%
	SUB-TOTAL	**16,000.00**	**-**	**7,500.00**	**8,500.00**	**0%**
79790100	Contingency Appropriations	0.00		-	0.00	0%
	GRAND TOTAL	**24,650.00**	**0.00**	**12,313.39**	**12,336.61**	**50%**

ORANGEVALE RECREATION AND PARK DISTRICT - KENENTH GROVE ASSESSMENT
BUDGET EXPENDITURE DETAIL
FISCAL YEAR 2026/2027
JULY 2026

				% to YE	92%	
Account Number	**Expenditure Account**	**Budgeted 2026/2027**	**Current Expenditure**	**Expeditures to Date**	**Funds Available**	**% Left**
2000	**SERVICES & SUPPLIES**					
20200500	Advertise/Legal Notices	200.00		-	200.00	100%
20207600	Office Supplies	50.00		-	50.00	100%
20207602	Signs	50.00		-	50.00	100%
20210300	Agricultural/Horticultural Service	1,200.00		-	1,200.00	100%
20210400	Agricultural/Horticultural Supplies	800.00		-	800.00	100%
20219800	Water	1,100.00		-	1,100.00	100%
20223600	Fuel & Lubricants	1,100.00		-	1,100.00	100%
20250500	Accounting Services	750.00		-	750.00	100%
20250700	Assessment/Collection Services	100.00				
20252500	Engineering Services	1,000.00		-	1,000.00	100%
20253100	Legal Services	200.00		-	200.00	100%
20256200	Transcribing Services	0.00		-	0.00	0%
20259100	Other Professional Services	1,300.00		-	1,300.00	100%
20289900	Other Operating Exp - Services	300.00		-	300.00	100%
	SUB-TOTAL	**8,150.00**	**0.00**	**0.00**	**8,150.00**	**100%**
4000	**FIXED ASSETS**					
42420200	Struc. & Improvements	13,000.00		-	13,000.00	0%
	SUB-TOTAL	**13,000.00**	**-**	**-**	**13,000.00**	**0%**
79790100	Contingency Appropriations	0.00		-	0.00	0%
	GRAND TOTAL	***21,150.00***	***0.00***	**-**	**21,150.00**	**100%**

STAFF REPORT

DATE: 8/20/26

TO: Board of Directors

FROM: Kathy Harling, Admin Analyst - HR

THROUGH: Becky Herz, District Administrator

SUBJECT: REVIEW ANNUAL STAFF REPORT AND CONDUCT A PUBLIC HEARING REGARDING STAFFING DATA INCLUDING VACANCIES, RECRUITMENT, AND RETENTION CHALLENGES PURSUANT TO AB 2561.

RECOMMENDATION

Hold a Public Hearing to review the information provided in this Annual Staffing Report, in accordance with AB 2561.

BACKGROUND

Assembly Bill 2561 was signed into law on September 22, 2024, and codified as Government Code Section 3502.3, to amend the Meyers-Milias-Brown Act. This Assembly Bill created a new mandate for public agencies to publicly present a staffing report once per fiscal year. The primary intent of AB 2561 is to increase transparency and accountability regarding public agency vacancies and recruitment efforts.

The reporting requirements that pertain to OVparks are as follows:

(1) A public agency shall present the status of vacancies and recruitment and retention efforts during a public hearing before the governing board at least once per fiscal year.

(2) If the governing board will be adopting an annual or multiyear budget during the fiscal year, the presentation shall be made prior to the adoption of the final budget.

(3) During the hearing, the public agency shall identify any necessary changes to policies, procedures, and recruitment activities that may lead to obstacles in the hiring process.

FISCAL IMPACT

This report has no financial impact.

RECOMMENDED MOTION

I move that the Board accepts the Orangevale Recreation and Park District's Annual Staffing Report for FY 2025/26.

ANNUAL STAFFING DATA REPORT for FY 2025/26

Vacancies at FY End:

As of July 1, 2026, the District had 1 vacancy:

0 FT position – Resulting in a 0% vacancy rate for Full Time positions.

1 PT position – Resulting in a 1% vacancy rate for Part Time positions.

Recruitment Strategy:

The District implemented a new on-line HR system, Bamboo HR, during the 2025/26 Fiscal Year. This system improved recruitment efforts by allowing the District to receive on-line applications. The District promotes position openings through employee referrals, social media, and on our website: ovparks.com. In addition, open positions are posted on Indeed through Bamboo. Full Time openings are also promoted through LinkedIn, California Recreation and Park Society (CPRS), California Association of Recreation and Park Districts (CARPD), and Municipal Management Association of Northern California (MMANC).

FY 2025/26 Recruitment Data:

POSITION	# APPLICANTS	# HIRED	CURRENT STATUS
FT Recreation Coordinator	30	1	Filled
PT Head Swim Coach	3	1	Filled
PT Lifeguard / Swim Instructor	50	26	Filled
PT Recreation Leader	44	8	Filled
PT Sr Recreation Leader	7	4	Filled
PT Office Assistant	42*	3	Filled
PT Seasonal Parks Worker	6	3	Filled

**One applicant hired as Preschool Teacher*

Recruitment Challenges:

The in-person-only recruitment and onboarding systems were identified as challenges for the District. In FY 25/26, OVparks adopted a new HR recruitment and onboarding system to address this challenge. No other recruitment barriers have been identified at this time.

Retention Strategy:

The District conducts a salary survey every 2 years, with the goal of maintaining all FT salaries above the bottom 25 percentile of local like-agencies within budget constraints. The District provides step increases, longevity pay, and competitive benefits including SCERS retirement. Additionally, the District focuses on creating a positive, inclusive workplace culture. OVparks incorporates team building into quarterly staff meetings and holds an annual staff-appreciation event.

Retention Challenges:

Maintaining Full Time salaries near the 25 percentile of local-like agencies puts the District in a position to occasionally lose staff to neighboring agencies. The FT Coordinator vacancy that occurred during the 25/26 FY was a result of staff making a lateral move for better pay. Budget constraints will likely limit the District's ability to address this barrier. The Part Time retention rate is steady, with many seasonal staff returning for 2 or more seasons. No retention barriers for PT staff have been identified at this time.

ORANGEVALE RECREATION & PARK DISTRICT
ADMIN/FINANCE COMMITTEE MEETING
TUESDAY, AUGUST 11, 2026
MEETING RECAP

1. CALL TO ORDER *The meeting was called to order at 1:00pm.*
Roll Call: Director Stickney, Director Brunberg, Administrator Herz, Superintendent Oropeza, Manager Bain, Manager Woodford, and Analyst Myren were present.

2. PUBLIC DISCUSSION *There was no public discussion.*

3. UNFINISHED BUSINESS

A. Update on the Proposed Cell Tower Lease Renewal.
The updated proposal from American Tower was discussed. The Committee asked Admin Herz to explore several other options with the lease consultant and bring the proposal with possible alternatives to the full Board in October.

B. Update on Friends of OVparks Status.
The dissolution paperwork has been filed and accepted. Director Brunberg is in the process of closing out the bank account.

4. NEW BUSINESS

A. Update on the Estimated Expenditures for the Community Center Flat Re-Roof Project.
Admin Herz shared with the Finance Committee results of the site-visit that she and Superint. Oropeza had with Dan McCready from Garland: The Community Center Flat Re-Roofing Project will require a pre-project component to move utility lines to allow for the installation of a fully compliant roof. Superint. Oropeza explained the process and his plan to schedule the work to be done before the roofing project begins. Admin Herz stated that pre-project should be achievable within the proposed 26/27 FY Final Budget, but this could absorb much of the year's funds for additional and unexpected projects. Director Stickney inquired whether the relocated utility lines would be a problem for the roofing project. Superint. Oropeza stated that once the lines were moved, the roofers would be able to work around them and then support them on the new roof.
Admin Herz asked for the Finance Committee's support to move forward with collaboration with Garland Company to complete the project. She stated that the expertise and support provided by Garland was valuable to the District. The Finance Committee supported the plans for both the pre-project work and utilizing Garland Company for the re-roofing project.

B. Review the Capital Projects Priorities and Proposed Fixed Assets List for FY 26/27.
Admin Herz reviewed the changes in the Fixed Assets List from the Preliminary Budget to the Financial Budget. This included: Moving the OCP parking lot projects from the General Fund to OLLAD budget and increasing funding for that project by $2,000; utilizing an additional $20,000 of in lieu fees for the Community Center Flat Re-Roofing Project; increasing the KG budget for Phase 2 of the Wall and Erosion project by $1,000; and adding the purchase of an additional vehicle to the OLLAD budget for capital equipment with a budget of $50,000. The Finance Committee supported all the changes.
Admin Herz also reviewed the OVparks CIP Priorities list and discussed likely priorities for the next FY, including Phase 4 of HVAC replacements, Retrofitting the Oak and Filbert playground, and addressing additional roof-failures.

C. Review Proposed 26/27 FY Final Budget.
The Proposed 26/27 FY Final Budget was fully reviewed. The discussion included reviewing reserve funds and fund balances to better understand the long-term financial stability of the District. The discussion also included reviewing percentile changes and projections for utilities to verify that appropriate changes were being made in the OLLAD budget.

Admin Herz discussed that the changes in predicted tax income were a result of Period 12 and 13 revenues in those areas being lower than predicted in Preliminary Budget, due to changes in the County's posting practices. She verified that she was using similar calculation strategies to her predecessors, as they have been good predictors of tax revenue changes. Director Stickney requested that an additional $2,000 be added to Legal Services (332A-2531), reducing the proposed General Fund fund-balance. The full Committee supported this change. Director Stickney requested that the Recreation Revenue (332A-9646) in the General Fund be increased by $14,000. Admin Herz stated that she did not recommend this change and explained that the Recreation Revenue and the Salaries & Wages - Extra Help (332A-1121) are directly linked. She stated that she would only feel comfortable making that change if she also increased the expenditure by $14,000, which would result in net-neutral change to the fund balance, and a less realistic Final Budget. Director Stickney requested that both changes be made. Director Brunberg stated that she would like Budget to reflect attainable revenue goals, and she preferred these budget lines to remain as presented. Admin Herz suggested that the Proposed Budget be presented to the full Board without this change, but that she would include Director Stickney's preference for the $14,000 adjustment in her Staff Report. Both Directors agreed. The Finance Committee supported that the Proposed 26/27 Final Budget move forward to the full Board with agreed upon changes, including the $2,000 addition to legal services.

D. Review the Orangevale Recreation & Park District's Operations Policies & Procedure Manual and Select Sections for Phase II Update.

The Committee and District staff reviewed an extended Table of Contents from the current Operational Policies and Procedures Manual. They discussed the improvements made in April 2026 and agreed that a full update would need to take place in two or three more phases. The Committee identified which sections would be the priorities for Phase 2 of the manual update. Sections were categorized into those that Admin Herz would review, those that other management staff would review, and those that would require legal review. Admin Herz will begin working on the priority sections and bring suggested updates to the Committee in 3 or 4 months for review.

5. **DIRECTOR'S AND STAFF'S COMMENTS** *There were no comments.*

6. **SET DATE FOR NEXT MEETING** *The next meeting will likely take place in November.*

7. **ITEMS FOR NEXT AGENDA** *OPPM Review*

8. **ADJOURNMENT** *The meeting was adjourned at 3:00pm.*

STAFF REPORT

DATE: 08-20-26

TO: Board of Directors

FROM: Becky Herz, District Administrator

SUBJECT: MONTHLY ACTIVITY REPORT – July 2026

ADMINISTRATION ACTIVITY:

- On July 1, Admin Herz returned from CSDA's General Manager Leadership Summit in Newport Beach.
- On July 7, Director Brunberg and Admin Herz conducted interviews of legal firms for consideration.
- On July 10, Manager Bain attended the OV Community Council Meeting.
- On July 15, Admin Herz participated in the CPRS D2 Administrators Luncheon in Fair Oaks.
- On July 22, Admin Herz and Manager Bain joined the Outdoor Recreation Legacy Partnership (ORLP) Grant Technical Assistance webinar.
- On July 27, Admin Herz participated in the Star Report: CPRS Legislative Update.
- On July 30, Admin Herz and Manager Bain participated in the OV Parks Fund Quarterly Meeting.

TRAININGS AND CONFERRENCES:

- On July 11, the District hosted the YTRS Staff-Palooza. Recreation Leaders from all over the region, including 3 OVparks Rec'ing Crew staff members, assembled to build leadership skills and engage in friendly competition. Coordinator Vickers played a lead role in organizing the event, as a member of the YTRS Board.
- On July 23, the District held an All-Staff Safety and Teambuilding Meeting. Safety topics included Harassment Prevention and Accident/Incident Reporting.

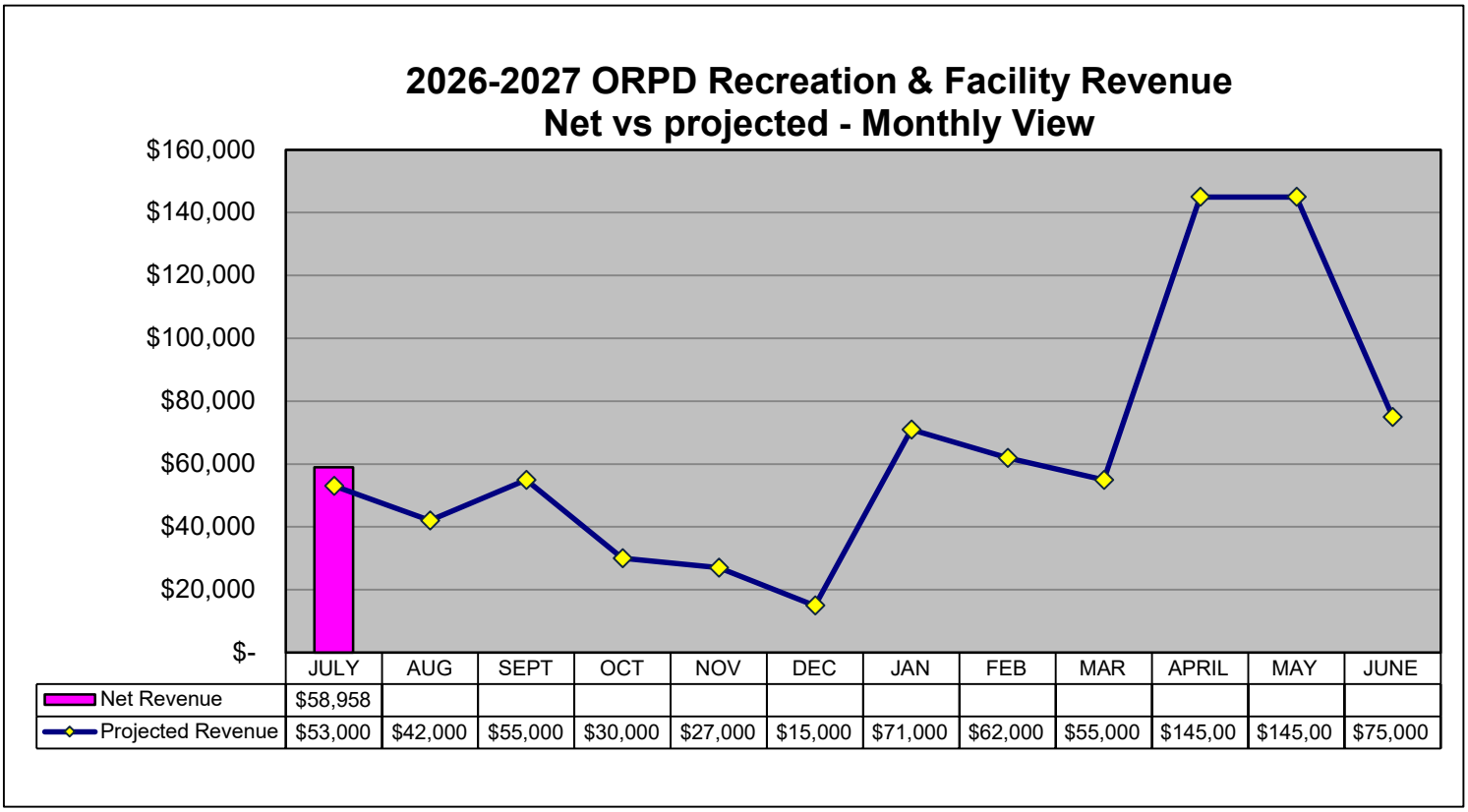
EVENTS:

- In July, the Orangevale Community Pool held multiple community events including Snow Cone Day, Christmas in July, and several Inflatable Days.
- On July 10, The Orangevale Pool hosted Tropical Escapes, as senior lunch event with a tropical them. Lunch, music, prizes, and socializing were enjoyed by the 60 community members who attended.
- On July 24 & 25, The Valkyrie Theater performance of Finding Nemo – Kids was hosted at the Orangevale Community Center. 22 performers were enrolled in the 2-week summer program, and the total number performance tickets sold was 218.

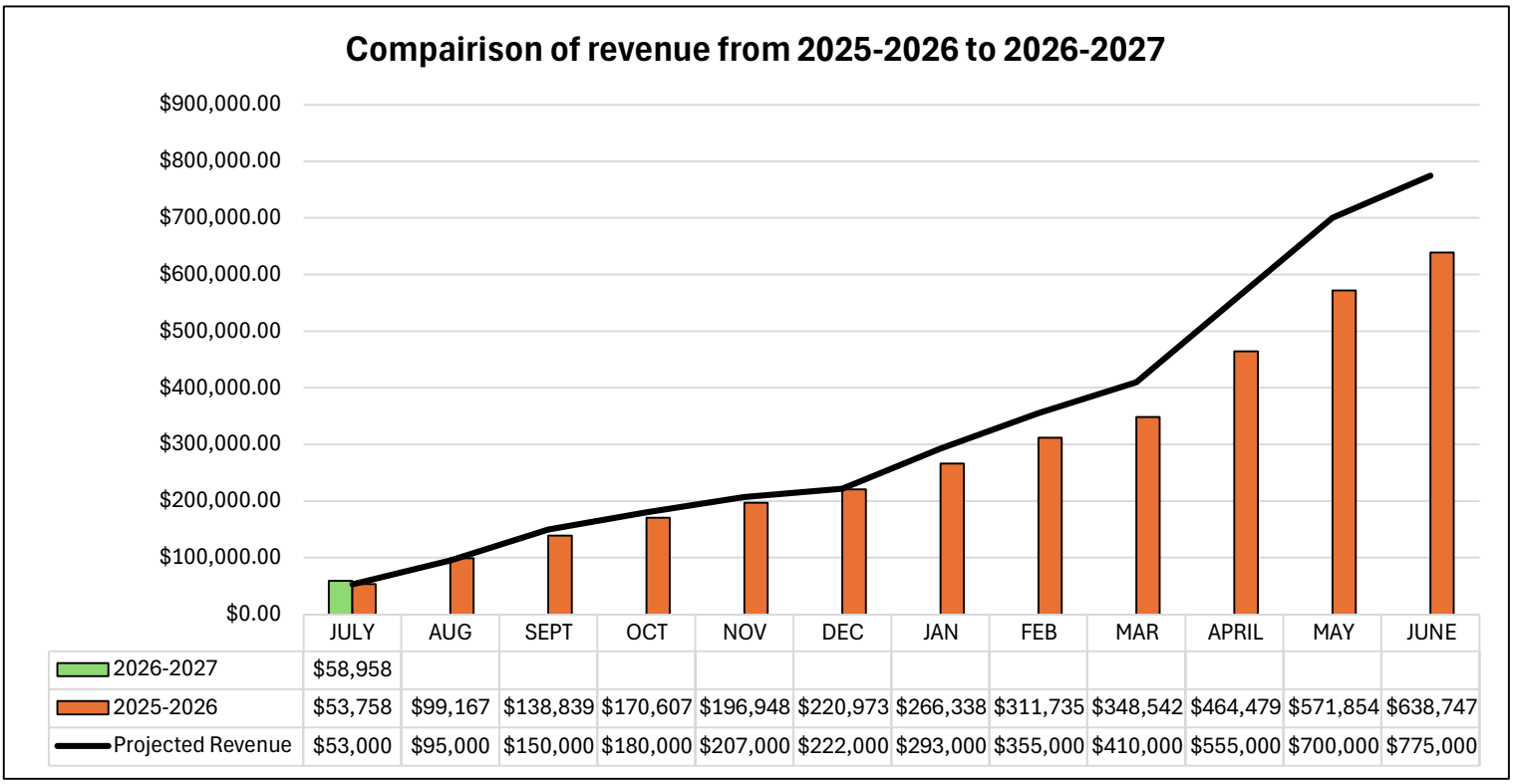
RECREATION Monthly Report: July 2026

	Enrollment	Attendance	Gross Revenue	
Active Adults				
Bridge	46		$	92.00
Mid Day Movie		8		
M.O.V.E. Bingo		17		
Tropical Escape	60		$	708.00
Active Adults Sub Total	**106**	**25**	**$**	**800.00**
Aquatics				
Discover Kayaking for All Ages	2		$	158.00
Junior Kayaking	4		$	1,080.00
Junior Lifeguarding	14		$	2,240.00
Kids Kayaking Camp	3		$	810.00
Swim Lessons Session 3	262		$	20,206.00
Swim Lessons Session 4	208		$	16,072.00
Aquatics sub total	**493**	**0**	**$**	**40,566.00**
Classes				
Drivers Education Online	3		$	87.00
Engineer4Fun	16		$	3,072.00
RTI Babysitting CPR	5		$	175.00
RTI Basic Life Support	1		$	90.00
RTI Child and Babysiting Safety	3		$	210.00
Summer Theatre	22		$	7,600.00
Summer Theatre Performance	218		$	3,270.00
Ukulele Fretters	19		$	19.00
Classes Sub Total	**287**	**0**	**$**	**14,523.00**
Day Camp				
Rec'ing Crew Session 4	60		$	12,910.00
Rec'ing Crew Session 5	64		$	16,933.00
Rec'ing Crew Session 6	51		$	10,907.00
Rec'ing Crew Session 7	64		$	16,629.00
Wiggles & Giggles Session 4	4		$	276.00
Wiggles & Giggles Session 5	7		$	483.00
Wiggles & Giggles Session 6	9		$	621.00
Wiggles & Giggles Session 7	7		$	483.00
Day Camp Sub Total	266		$	59,242.00
Sports & Fitness				
Aikido - Family Training	1		$	68.00
Byers Gymnastics Girls Basic	2		$	260.00
Byers Gymnastics Kindergym	1		$	162.00
Chen Tai-Chi Chuan	8		$	400.00
Skyhawks Tennis Camp	9		$	1,701.00
Turns n Tumble - Baby Ballet	7		$	308.00
Turns n Tumble - Pre Ballet	17		$	748.00
Zumbini	1		$	45.00
Sports & Fitness Sub Total	46	0	$	3,692.00
Trips				
Collet Trip Presentation		12		
Trips Sub Total	0	12	$	-
GRAND TOTAL	**1198**	**37**	**$**	**118,823.00**

July Gross Revenue Recap – July OTC (over the counter) revenue for combined recreation and facility rentals ended at $58,958 which is $958 above the projected amount and $5,200 above July 2025. July recreation revenue came in at $45,180, which is $2,820 below the projected amount. July facility revenue came in at $13,778, which is $3,778 above the projected amount. *Please note the revenue referenced here includes prepayments for future programs while the revenue figures listed in the chart above represent revenue attributed to programs occurring in July.*



	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE
Net Revenue	$58,958											
Projected Revenue	$53,000	$42,000	$55,000	$30,000	$27,000	$15,000	$71,000	$62,000	$55,000	$145,00	$145,00	$75,000



	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE
2026-2027	$58,958											
2025-2026	$53,758	$99,167	$138,839	$170,607	$196,948	$220,973	$266,338	$311,735	$348,542	$464,479	$571,854	$638,747
Projected Revenue	$53,000	$95,000	$150,000	$180,000	$207,000	$222,000	$293,000	$355,000	$410,000	$555,000	$700,000	$775,000

PARKS Monthly Report: JULY 2026

Park Infrastructure

- Staff continue with monthly playground inspections and repairs on site as needed.
- A pool light was replaced at the Community Pool.
- Homeless camps were removed from the Pecan and Oak and Filbert.
- Staff replaced the water pump basket for the pool chemicals' recirculation pump.
- 16ft of fence was repaired at Horse Arena Area.

Mechanics

- Staff continue to conduct basic maintenance on small engine equipment and mowers.

Park Irrigation

- Staff continue with pool maintenance.
- A leaking valve was replaced at Disc Golf.
- 23 sprinklers were replaced/repaired at various parks.
- A lateral line was repaired at Orangevale Community Center.
- Staff repaired 3 leaking valves at Orangevale Community Center, Horse Arena, and Palisades.
- Staff fixed a leaking main line at Orangevale Community Center
- A quick coupler line was fixed at Horse Arena.
- Two volleyball nets were replaced at Almond Park.
- The Horse Arena potable line was repaired near the bathrooms.

Park Grounds

- Staff continue ongoing maintenance at all parks and trails (restrooms, trash, mowing, edging & blowing).
- All shrubs were pruned at Orangevale Community Center landscape.
- Staff removed a tree from disk golf area.
- Staff removed a medium size tree from Almond Park.
- Staff removed a dead tree from Sundance Park.
- Staff pruned some tree branches at Orangevale Community Park.

OVparks Photos of Interest: JULY 2026

Junor Lifeguard Camp

YTRS Staff-Palooza at OCCP

Engineer4Fun

Finding Nemo Kids Camp

Tropical Escapes

OCP – Horse Arena Area

Sundance Nature Area

OVparks Upcoming Events

OVparks FALL RUMMAGE SALE

If you're looking for bargains, you can find them here!

Saturday, September 19 | 7:00am-1:00pm
Location: Orangevale Community Center Parking Lot

Shoppers, get ready for a great sale!

Sellers, turn your unwanted household items into cash. Space consists of two regular sized parking spots. Event is heavily advertised to the community. Save money and join our rummage sale.

Fee: $45 / $48 NR

Register by August 28th for $5 discount!

2027 Orangevale Recreation & Park District Holidays & Closures

Holiday	Actual	Observed
District Winter Closure 2026	**Begins**	Mon., Dec. 21, 2026
District Winter Closure 2026	**Ends**	Sun., Jan. 3, 2027
MLK Jr. Day	Mon., Jan. 18	Mon., Jan. 18
President's Day	Mon., Feb. 15	Mon., Feb. 15
Memorial Day	Mon., May 31	Mon., May 31
Juneteenth	Sat., June 19	Fri., June 18
Independence Day	Sun., July 4	Mon., July 5
Labor Day	Mon., Sept. 6	Mon., Sept. 6
Indigenous Peoples Day	Mon., Oct. 11	Mon., Oct. 11
Veteran's Day	Thur., Nov. 11	Thur., Nov. 11
Thanksgiving Holiday	Wed., Nov. 24	Wed., Nov. 24 @ noon (4 hr - pm)
Thanksgiving Day	Thurs., Nov. 25	Thurs., Nov. 25
Thanksgiving Holiday	Fri., Nov. 26	Fri., Nov. 26
District Winter Closure 2027	**Begins**	Mon., Dec. 20, 2027
District Winter Closure 2028	**Ends**	Sun., Jan. 2, 2028

** If a recognized holiday falls on a Saturday, it is observed on preceding Friday. If holiday falls on a Sunday, it is observed on the following Monday.*

STAFF REPORT

DATE: 8/20/26

TO: Board of Directors

FROM: Becky Herz, District Administrator

SUBJECT: REVIEW AND APPROVAL OF THE OUTREACH AND IMPLEMENTIATON PLAN FOR THE YOUTH CENTER PARK PLAYGROUND PROJECT

RECOMMENDATION

Review and approve the plan for outreach and implementation regarding the Youth Center Park Playground Project.

BACKGROUND

The ADA Pathways at Youth Center Park Project was completed in Spring 2019. The area designated for a playground has remained vacant since that time.

Staff researched cost-effective, durable play structure options for Youth Center Park and is outlining the following steps for Board review:

1. Partnership with MRC Recreation through OMNIA Partners.
2. Application for the Community Champions Playground Grant.
3. Adoption of Outdoor Adult Fitness Park Guidelines and application to become an Outdoor Adult Fitness Park National Demonstration Site.
4. Leverage resources to possibly add shade structure, fencing, and/or benches to the site.
5. Set the groundwork for a community art project and an official field-naming plan.

Community outreach involving 2 components

1. Focus groups to identify the most desirable playground amenities
2. On-Line survey to select the color palette.

FISCAL IMPACT

The new-amenity portion of the project is already incorporated in the 26/27 Budget and set to be funded by Park Development Fees for a maximum of $150,000. The accompanying park amenity work is made possible by the Andrew and Nadia Effinger Trust's contribution to the General Fund, presented to OVparks in May 2025.

RECOMMENDED MOTION

I move that we approve the Youth Center Park Playground Project, and direct the District Administrator move forward with the presented plan and present the final construction contract(s) to the Board at a future meeting.

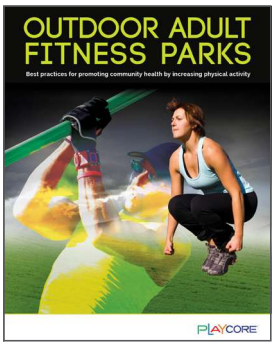
ATTACHEMENT

Outdoor Adult Fitness Parks Best Practice Guidelines

OUTDOOR ADULT FITNESS PARKS

Best Practice Guidelines

Best Practices for Promoting Community Health by Increasing Physical Activity



The purpose of the *Outdoor Adult Fitness Parks* guidebook is to inspire communities to advocate for and utilize Outdoor Adult Fitness Parks as critical health solutions for increasing physical activity and social engagement. PlayCore, along with a variety of industry professionals, fitness experts, organizational advocates, and local champions across a variety of communities, offers an educational and design resource to help promote community health and capital through innovative outdoor fitness settings.

Comprehensive program includes:

- 88 page educational/design resource, inlcuding:
  - History and benefits of outdoor fitness parks
  - Aligning equipment to total body fitness
  - Selecting an appropriate environment, design considerations, and standards
  - Marketing to user groups and diverse populations
  - Maintenance and sustainability
  - Programming to expand utilization
  - Evaluating and reporting outcomes
  - Ten best practice case study examples
- Professional development training module
- The Outdoor Adult Fitness Parks National Demonstration Site program, national recognition and data collection opportunities for sites that follow the best practice design guidelines and establish outdoor adult fitness parks in their community

Partnership Advisory Network:

Michael Suk, M.D., J.D.

Chairman of Orthopaedic Surgery, Geisinger Health System, Danville, PA

Gary Liguori, Ph.D.

Dean of the College of Health and Sciences, University of Rhode Island

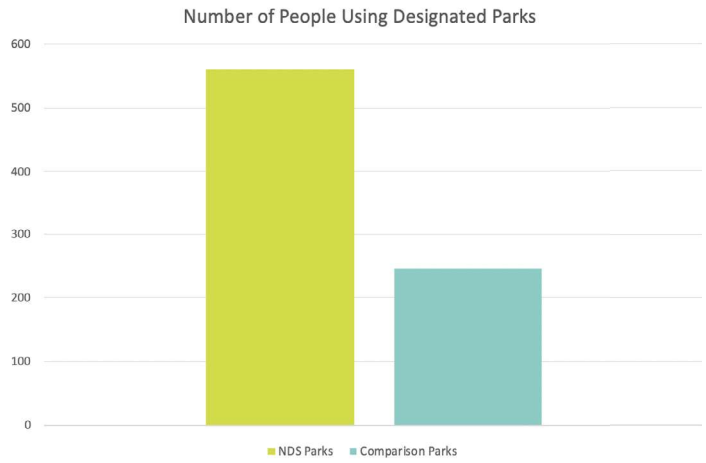
Thom McKenzie, Ph.D.

Emeritus Professor of Exercise and Nutritional Sciences, San Diego State University

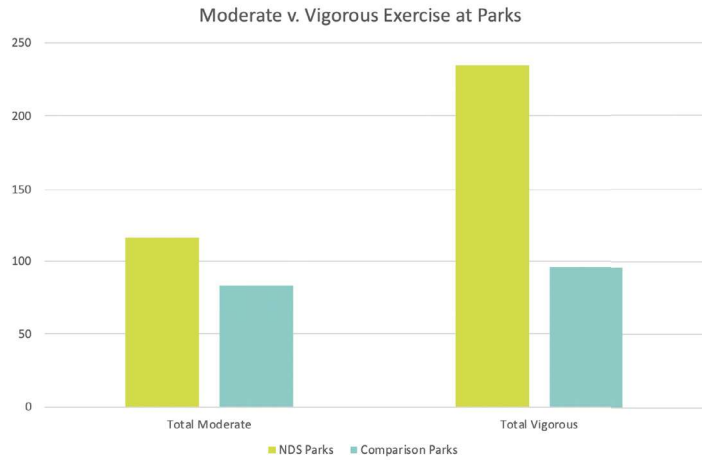
EXECUTIVE SUMMARY

> "Outdoor Adult Fitness Parks can play a vital role in motivating people of all ages and levels of fitness toward achieving a healthier, more active and more productive life."
>
> **- Michael Suk**
> Chairman of Orthopaedic Surgery, Geisinger Health System Danville, PA

RESEARCH



There were over twice as many park users at the NDS parks relative to the comparison parks.



The number of park users engaged in physical activities at each intensity level were observed through SOPARC scans. Within the NDS parks, 63% of park users were performing physical activities at a moderate or vigorous intensity during the SOPARC scans.

A study on six National Demonstration Sites conducted by the University of Tennessee at Chattanooga demonstrated additional benefits. The purpose of this study was to examine the impact of outdoor adult fitness parks (OFPs) within local parks by:

- Comparing the number of people using OFP's to the number who used comparable local parks without OFPs
- Comparing the physical activity level of park users in OFP and comparison parks
- Examine overall usage of OFPs in the OFP parks
- Examine intensity levels of exercise and user feedback

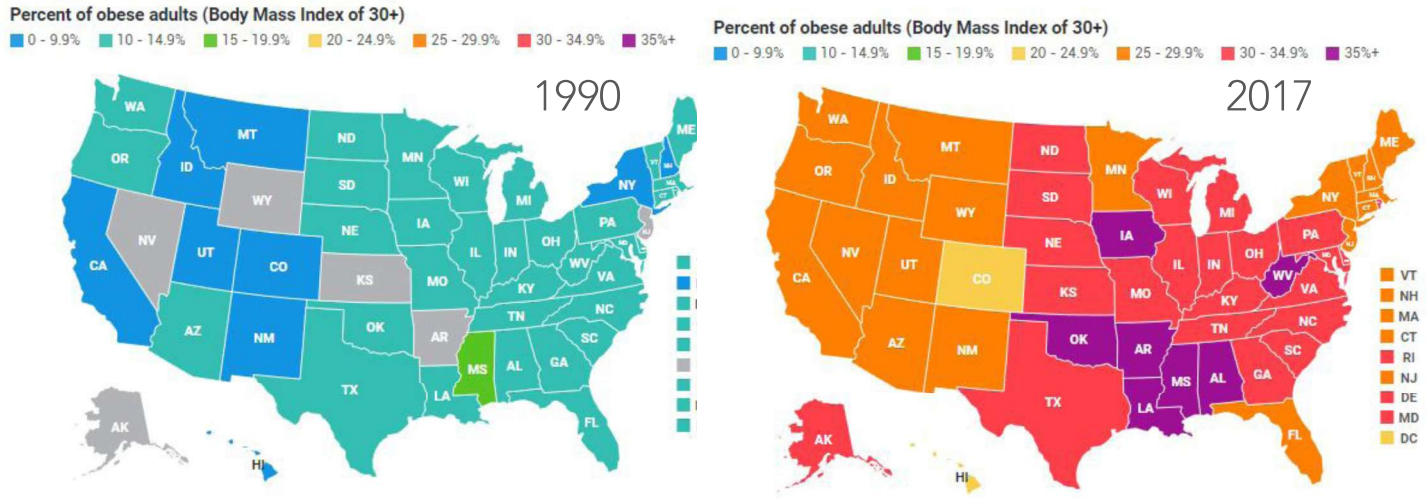
As a result, the research team discovered that there were over twice as many park users at the OFP parks relative to the comparison parks, and that the number of park users engaged in moderate to vigorous level activities there was 63%. Most importantly, the results show that maximum intensity levels can be achieved using either standard equipment found in an indoor fitness facility or outdoor fitness equipment for a variety of exercises. User reported data included, all users felt safe at the OFPs, and the majority used the equipment 15 minutes to one hour, daily to biweekly, to reduce stress and/or lose weight.

"As an orthopaedic surgeon, I have seen the benefits of physical exercise. The patients I see who exercise regularly are generally more happy and able to enjoy a more active lifestyle."

- Adam S. Bright, M.D.
Board Certified, Orthopaedic Surgery

An Innovative Way to "Provide Critical Health Solutions"

Research is proving that Outdoor Adult Fitness Parks are providing a variety of meaningful outcomes to communities including engaging participants in substantially more moderate to vigorous physical activity. Together we can effectively promote the benefits of parks and outdoor fitness spaces as critical health solutions, by reducing sedentary-related illnesses and removing the barriers to a life of fitness.



These two maps depict adult obesity trends in the U.S. from 1990 (left) to the 2017 (right) period, as reported by the Robert Wood Johnson Foundation.

Unique Benefits of Outdoor Adult Fitness Parks:

- Free to users, providing needed resources especially in underserved communities
- People who exercise outdoors are more likely to repeat the behavior
- People who exercise outdoors are more likely to engage in the activity longer than those who exercise indoors
- Provides a social outlet for exercise
- Can be enjoyed by people of all abilities and fitness levels
- Provides exposure to fresh air, nature, and sunlight, which increases important levels of vitamin D
- May encourage a greater number of people to exercise regularly than indoor options
- Offers Outdoor Adult Fitness Park owners an outlet for revenue generation through program agreements with certified personal trainers
- Acts as a catalyst to encourage the non-exercising population to engage
- Increases interest in related community services, such as nutrition education and health screenings
- Outdoor Adult Fitness Parks located within sight lines of a playground promote active behavior in adult family members, increase the time spent at the playground, and help promote the importance of lifelong fitness on children
- Promotes pride of place among neighborhoods where Outdoor Adult Fitness Parks are located
- May qualify for increased grant funding related to obesity prevention/reduction
- Increases community capital
- Promotes healthy behavior for families in age-appropriate settings

PROGRAM HIGHLIGHTS

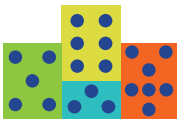
Design Considerations

Outdoor Fitness Park Typologies

Fitness Cluster

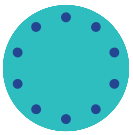
- Arranged in circular or collaborative pattern
- Designed within a "use zone"
- Designed to avoid pass through traffic
- Encourages communication among users
- Accomodates exercise classes led by certified trainers

Semi Circle



Training Zones

Collaborative Cluster



Social Circles

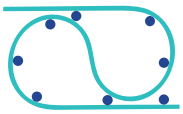
Trail Cluster

Fitness Trails

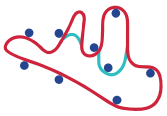
- Along a pathway network
- Incorporates additional cardiovascular exercise
- Measured space between equipment offers easy distance tracking for the user
- Focus: single or multiple exercises

Challenge Course

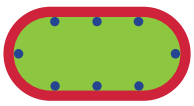
Straight Path



Double Loop



Freeform Trail



Running Track

Equipment Configuration

Spacing Within the overall typology, configuring the individual pieces of equipment is an important consideration in promoting participation, and will also depend on the ways you wish to engage the community for maximum usage.

Placement Users may bring friends to the Outdoor Adult Fitness Park, so configuring equipment to promote communication between them is an important consideration for use.

Sight Lines For Outdoor Adult Fitness Parks placed within sight of a playground, communication and sight lines are crucial.

Equipment and Signage Consider what fitness elements to include in order to support a well-rounded workout for the diverse users.

Standards to Help Ensure Safety and Usability There are standards in place that should be followed regarding safety, surfacing, and inclusion.

Designing for Diverse User Groups

In order to ensure your outdoor adult fitness park is useable by the greatest number of participants, it is important to consider the many user groups who may use the space.

Meeting with potential users in the community prior to design will help ensure the space is designed to promote highest use.

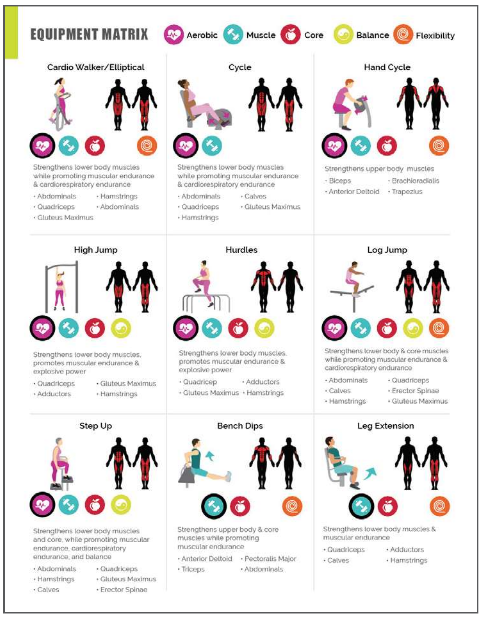
User Groups may include:

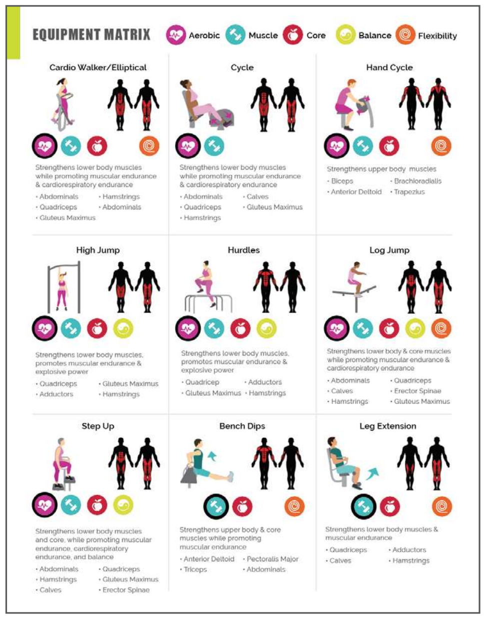
- Beginners
- Fitness enthusiasts
- Seniors
- Teens
- Users with disabilities
- Multilinguals
- Class groups
- Solo users

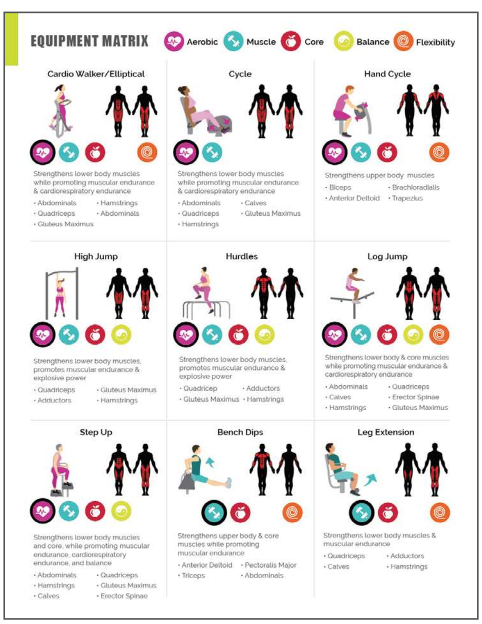
Total Body Fitness

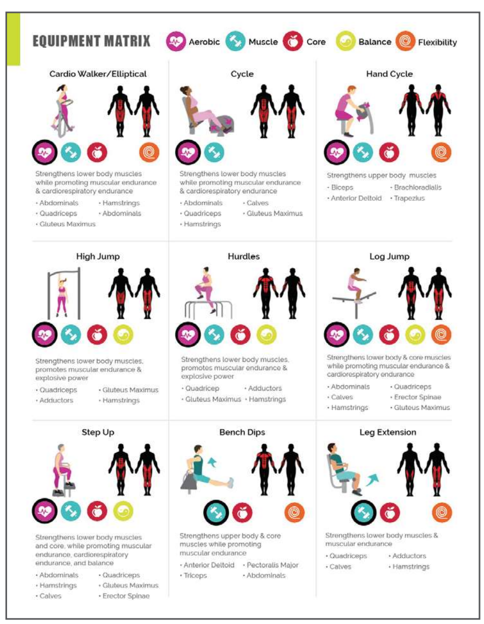
Aligning Equipment and Exercises to Health Benefits and Total Body Fitness

In order to reap maximum health benefits, a fitness routine must contain a variety of elements, each offering specific results for overall health. By including equipment that offers a variety of aerobic, muscle/strength, core, balance, and flexibilty elements, you can ensure your Outdoor Adult Fitness park provides a well-rounded fitness routine that promotes health improvement and wellness.









AEROBIC FITNESS
via cardio endurance activities

MUSCLE FITNESS
via strength, resistance, and endurance training

CORE FITNESS
via abdomen, lower back, and pelvic exercises

BALANCE TRAINING
to promote kinesthetic awareness

FLEXIBILITY TRAINING
to promote stability, coordination, range of motion

This guide provides exercise details and benefits of each fitness equipment piece.

Center for Outreach, Research & Education

CORE

Turning research into practice.™

NATIONAL DEMONSTRATION SITE

OUTDOOR ADULT FITNESS PARKS

PLAYCORE

PRESENTED BY PLAYCORE

ADVOCACY

Join the Movement!

Become a National Demonstration Site

- **Promote your leadership** through best practice principles that integrate outdoor adult fitness and healthy choices into your community
- Utilize available tools to **document and demonstrate outcomes** and community vitality
- Create **positive attention** and attract partners/funds that support healthy lifestyle initiatives
- Gain **national awareness** through various media outlets, press releases, collateral materials, and nationwide presentations
- Receive **award and signage** for serving as a model demonstration site

To learn more about creating Outdoor Adult Fitness Parks in your community, request a full copy of the *Outdoor Adult Fitness Parks* guidebook, or become a National Demonstration Site, please visit:

playcore.com/solutions/outdoor-adult-fitness

"Everyone who has had the opportunity to use the fitness stations has remarked that they utilize the park more because of the opportunity to exercise more parts of their body".

- Sandy Jenkins
Project Manager
City of San Antonio Parks

www.playcore.com | 877.762.7563 | info@playcore.com

STAFF REPORT

DATE: 8/20/26

TO: Board of Directors

FROM: Becky Herz, District Administrator

SUBJECT: **APPROVAL OF THE PROJECT MANUAL AND BID PROCESS FOR THE ORANGEVALE COMMUNITY CENTER LOW SLOPE ROOF SECTIONS PROJECT**

RECOMMENDATION

Review and approve the Project Manual and bid process for the Orangevale Community Center Low Slope Roof Sections Project

BACKGROUND

It is anticipated that the Final Budget for FY 26/27 will allocate $325,000 to replace the failing flat section of the roof on the Orangevale Community Center. The District has worked with The Garland Company through the OMNIA Program to secure bids, provide oversite, and successfully complete three (3) previous roofing projects.

District Staff met with The Garland Company on August 5, 2025 to walk the facility and discuss the project scope and timeline. At that time, it was discovered that utility lines will need to be moved to allow for the installation of a compliant flat roof with proper installation. After considering options, staff recommends that OVparks completes the utility line relocation as a pre-project with a qualified contractor, and then partners with The Garland Company for the OCC Low Slope Roof Sections Project. The proposed timeline includes releasing the RFP for roofing contractors following Board approval, holding a mandatory pre-bid meeting and site visit on 9/3/26, and setting the response due date for 9/15/26. Staff will bring the recommended lowest responsible bidder to the Board in October, and schedule the work to take place in Spring 2027. This will allow for optimal pricing, and sufficient time to complete the pre-project.

FINANCIAL IMPACT

The OCC Sow Slope Roof Sections Project will be funded as a General Fund - Capital Improvement of Structures (332A-4202). In Lieu funds (088C) will be used to support $200,000 of the project, and the remainder is a budgeted expense from the General Fund.

The pre-project work will be funded through OLLAD. On August 11, 2026, the Finance Committee reviewed the financial aspects of Capital Improvement project. The Committee fully supports this approach to funding the project.

RECOMMENDED MOTION

I move that we approve the Project Manual for the Orangevale Community Center Low Slope Roof Sections Project, and direct the District Administrator start implementing the bid process.

ATTACHMENT

Project Manual for the Orangevale Community Center Low Slope Roof Sections Project

PROJECT MANUAL

TECHNICAL SPECIFCATION
FOR
ORANGEVALE RECREATION & PARK DISTRICT
ORANGEVALE COMMUNITY CENTER LOW SLOPE ROOF SECTIONS

Orangevale Recreation & Park District
6826 Hazel Ave, Orangevale Ca 95662
Bid Date: 9/15/2026

SECTION 01 11 00

SUMMARY OF WORK

PART 1 — GENERAL

1.1 WORK REQUIRED BY CONTRACT DOCUMENTS

A. Drawings and general provisions of the Contract, including the Conditions of the Contract and Division 01 Specification Sections apply to this Section.

B. The work of this project consists of, but is not limited to the Scope of Work listed below. This scope is preliminary and for information purposes only. It is the responsibility of the contractor to perform all work as shown, specified and required based upon the contract documents (drawings, specifications, addenda, etc.)

1.2 SUMMARY

A. Section includes removal and replacement of the existing roofing systems as specified with all applicable details for a complete watertight warrantied roofing assembly per the manufacturer's instructions. Contractor responsible for providing permits, any necessary fencing as well as onsite bathroom. Contractor to provide material quantities, any materials not listed on the DBS bid form are contractors' responsibilities to provide. Building will be occupied throughout the entirety of the project.

B. Related Work Specified Elsewhere:

1. Section 06 - Rough Carpentry

2. Section 07 - Roof Insulation

3. Section 07 – Modified Bituminous Membrane Roofing

4. Section 07 - Sheet Metal Flashing and Trim

1.3 WORK COVERED BY CONTRACT DOCUMENTS

A. Project Identification: Orangevale Community Center Low Slope Roof Sections

B. Project Location: 6826 Hazel Ave, Orangevale CA 95662

C. Owner: Orangevale Recreation and Parks District 6826 Hazel Ave Orangevale CA 95662

D. General scope of work but not limited to;

1. Roof Section:

2. Includes removal and disposal of existing roofing system(s), insulation board, gutters, downspouts, flashings, etc. for a complete prepared roof surface at the low slope areas.

3. Install one layer of rosin paper mechanically attached.

4. Install 2" High Density Poly Iso Insulation.

5. Behind all curbs, install crickets with a minimum slope of ½" per 12".

6. Install ½" primed wood fiber board over the entire surface with screws and plates, 16 per 4'x8' sheet.

7. Raise all curbs to a minimum of 8" final roof height.

8. Install new 4lb lead pipe flashings at all pipe penetrations.

9. Replace all roof vents.

10. Install one layer of Stressbase 80 in Greenlock Adhesive at all horizontal and vertical surfaces.

11. Install StressPly Plus FR Mineral membrane adhered at all horizontal and vertical surfaces per manufactures details.

12. Coat entire roof surface with Pyramic Plus LO in two separate coats for a total of 3 gallons per 100 sqft. Coating is to be applied and back rolled.

13. Install walkpads at the roof hatch and around all HVAC units.

14. Scrape clean and reseal all counterflashing sealant with Tuff-Stuff MS.

15. Install new 24 gauge coping cap contractor fabricated from manufacturers Kynar coated flat stock. Coping to lap a minimum of 6".

16. Replace all drain dome strainers.

17. Replace all wood blocking with new rubber blocking. Dura-Blok or equal.

18. Provide 30 year roof warranty.

1.4 WORK COMPLETED BY THE DISTRICT

A. District will raise the gas piping prior to project start.

1.5 TYPE OF CONTRACT

A. Work will be completed under a single prime contract.

1.6 USE OF PREMISES

A. General: Contractor will have limited use of premises for construction operations.

B. Use of site: Limit use of premises to work areas required. Do not disturb portions of the project site beyond areas in which the work is indicated.

C. The building interior is off limits to the contractor. All access shall be from the exterior.

D. The point of exterior access must be approved by the owner.

E. Entrances: Keep all entrances serving the building clear and available to the owner, owner's employees, and emergency vehicles.

F. Use of existing building: Maintain existing building in a weather tight condition throughout the construction period. Repair damage caused by construction operations. Protect building and occupants during construction.

G. Vehicle Parking: Contractor parking is available on site and will need to be approved by the owner.

H. Assume full responsibility for protection and safekeeping of materials stored on premises. Coordinate the location of materials and equipment to be stored on premises. Provide barricades, barriers, and enclosures as required to ensure safety.

1.7 OWNERS OCCUPANCY REQUIREMENTS

A. The owner will occupy the building during the entire construction phase. Cooperate with the owner during construction operations to minimize owner conflicts and facilitate owner usage. Perform the work as to not interfere with owners operations.

B. A minimum of 72 hours notice is needed for all activities that will affect the owners operations.

1.8 WORK RESTRICTIONS

A. On site work hours: Work shall generally be performed from the hours of 7:00 am – 5:00 pm Monday through Friday except as otherwise indicated or approved by the owner.

1. Weekend hours, early morning hours, utility shut down, and noisy activity requires owner's authorization a minimum of 72 hours in advance.

1.9 UNIT PRICES

A. The following unit prices will be used to add or deduct from the total contract amount.

a. Unit-1 Replacement of dryrot wood roof decking, add a line items per square foot cost to proposal form.

b. Unit-2 Replacement of dryrot wood fascia board, add a line item per square foot cost to proposal form.

1.10 SCHEDULE OF ALTERNATES

A. None

1.11 PROJECT CONDITIONS

A. Proceed with roofing work only when existing and forecasted weather conditions will permit a unit of work to be installed in accordance with manufacturer's recommendations and warranty requirements.

B. Do not apply roofing insulation or membrane to damp deck surface.

C. Do not expose materials subject to water or solar damage in quantities greater than can be weatherproofed during same day.

1.12 SEQUENCING AND SCHEDULING

A. Sequence installation of roofing with related units of work specified in other sections to ensure that roof assemblies, including roof accessories, flashing, trim and joint sealers, are protected against damage from effects of weather, corrosion and adjacent construction activity.

B. Complete all roofing field assembly work each day. Phased construction will not be accepted

1.14 PROJECT TIME LINE

A. Pre Bid Meeting: 9/3/2026

B. Last Day for Questions: 9/9/2026
C. Bids Due to DBS: 9/15/2026
D. DBS/OMNIA Bids Due to District: 9/24/2026
E. Board Meeting to Award: 10/15/2026
F. Project Start Date: 2/1/2027
G. Project Completion Date: 5/28/2027

END OF SECTION 01 11 00 – SUMMARY OF WORK

SECTION 06 10 00
ROUGH CARPENTRY

PART 1 - GENERAL

1.1 RELATED DOCUMENTS:

A. Drawings and general provisions of Contract, including General and Supplementary Conditions and other Division-1 Specification sections, apply to work of this section.

B. Related work specified elsewhere:

1. Section 0111 00 - Summary of Work
2. Section 07 22 00 - Roof Insulation
3. Section 07 55 00 - Modified Bituminous Membrane Roofing
4. Section 07 62 00 - Sheet Metal Flashing and Trim

1.2 SUMMARY:

A. This portion of the specification sets forth the general requirements, including the quality and type of materials required for the installation of all pressure treated and non pressure treated lumber used for wood curbs, nailing strips, miscellaneous blocking material, unexposed fillers, fascia, edging strips, deck replacement, etc

1.3 STORAGE:

A. All material specified herein shall be stored (after delivery to the site) so that it will be fully protected from damage and weather, and shall be stacked to prevent damage. All lumber shall be fully protected to maintain the original required moisture content as specified in item titled "Moisture Content".

1.4 OTHER REQUIREMENTS:

A. Dimensions indicated on the drawings are nominal dimensions (except where details show actual sizes) and shall be subject to the standard reductions required for surfacing or tolerances permitted by the grading rules. Unless otherwise indicated on drawings, all material shall be S4S (surfaced four sides).

1.5 PROTECTION:

A. All finished work shall be adequately protected against damage from any source.

1.6 COORDINATION:

A. Carpenters shall coordinate their work with that of the other trades so that progress continues without interruption.

PART 2 - PRODUCTS

2.1 WOOD - FRAMING AND CURBS:

A. GRADING RULES, GRADES, AND SPECIES

1. Lumber: Southern Pine, yellow pine, Douglas fir, spruce, ponderosa pine, larch or Hemlock and shall meet the following minimum grade requirement of construction standard (75% #1 and 25% #2); free from warping and visible decay. Lumber shall be graded according to the standard grading rules of the Southern Pine Inspection Bureau, the West Coast Lumber Inspection Bureau, or the Western Wood Products Association.

B. MOISTURE CONTENT

1. All lumber shall be air-dried or kiln-dried before treatment, so that the moisture content is not more than 19%. After treatment, it shall be kiln-dried at temperatures not exceeding 160 degrees F. (71 degrees C) so that the moisture content is not more than 19% at time of shipment

C. DECAY-RESISTANT TREATMENT:

1. Lumber in contact with roofing or acting as fascias, and all other exterior lumber, shall be pressure-treated with a waterborne preservative in accordance with AWPA Specification P5. Creosote and oil-borne preservatives are not acceptable.

2. Treating processes, material conditions, plant equipment, and other pertinent requirements shall conform to AWPA Specifications C1 and C2 for specific kind of lumber and type of preservative to be used. Retention shall be as required for intended use.

3. All treated lumber shall bear the mark of a code recognized third party agency such as the AWPA.

D. PLYWOOD:

Grade: CDX or Cyme exterior Grade. Description: 5/8" thick

E. WOOD SIDING:

1. T 111 or approved equal.

2.2 MECHANICAL FASTENERS:

A. WOOD TO STEEL:

1. Acceptable Manufacturers:
   a. Roofgrip screw with Climaseal coating; plastic disc - Buildex Div. of ITW, Itasca, IL.

b. Dekfast screw with Sentri coating: plastic disc – Construction Fasteners, Inc., Wyomissing, PA.
c. Fabco Fastening Systems, West Newton, PA: Insul-Fixx screw with Fabcote coating; plastic plate, Plate-Fixx screw with Fabcote coat; plastic disc.
d. Kwik-Deck screw with Oxyseal coating; plastic disc - Atlas Bolt & Screw Div., Trans Union Fastener Corp., Ashland, OH.
e. Olympic #12-11 Standard Steel Deck Screw or #14-10 Heavy Duty All Purpose Screw with CR-10 coating; three inch diameter plastic - Olympic Manufacturing Group, Inc., Agawam, MA.
f. Glasfast (plastic disc) - Owens-Corning Fiberglas Corp., Toledo, OH.
g. Perma Fastener screw with permaseal coating; plastic plate - International Permalite, Inc., Oak Brook, IL.

2. Screw Length: Sufficient to engage steel, wood deck 1 inch.

B. WOOD TO WOOD:

1. Type: Galvanized, common, annular ring nail. Length: Sufficient to penetrate underlay blocking 1-1/4 inches.

2. Acceptable Manufacturers:

a. Hillwood Manufacturing Co., Cleveland, OH.
b. Independent Nail, Inc., Bridgewater, MA.
c. W.H. Maze Co., Peru, IL.
d. National Nail Corp., Grand Rapids, MI.

C. WOOD TO MASONRY:

1. Acceptable Manufacturers:

a. Tapcon 1/4" diameter, Phillips pan head anchor - Buildex Div. of ITW, Itasca, IL.
b. Confas - Construction Fasteners, Inc., Wyomissing, PA.
c. Con-fixx - Fabco Fastening Systems, West Newton, PA.
d. #14-10 Heavy Duty all Purpose Screw – Olympic Manufacturing Group, Inc., Agawam, MA.
e. Tru-Fast fastener (stainless steel) - The Tru-Fast Corp., Bryan, OH.

2. Length: Sufficient to provide 1-1/2 inch embedment.

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D. WOOD TO HOLLOW MASONRY:

1. Acceptable Manufacturers:

a. Sleeve Anchor by Hilti Fastening Systems, Tulsa, OK.
b. Rawly Hollow Masonry Anchor by the Rawlplug Co., Inc., New Rochelle, NY.

2. Length: As recommended by manufacturer

PART 3 - EXECUTION

3.1 CARPENTRY:

A. At roof edge to receive metal fascia, around all roof top penetration perimeters, and under any flashing component that is to have a roof flange mechanically fastened to roofing substrate; mechanically attach wood blocking. Blocking thickness: Equal to common 1 x 4", 1 x 6" 2x4", 2x6", 2x8", 2x10", 2x12".

B. Fasteners shall be installed in two rows staggered. Spacing in any one row shall not exceed 24 inches. Within eight feet of outside corners, spacing shall not exceed twelve inches in any one row.

C. Where required, offset blocking layers twelve inches, weave corners.

D. When preservative treated wood is cut, the cut end shall be treated in accordance with AWPA Specification M4.

E. Lumber shall be accurately cut to the work requirements and shall be well fastened.

F. Bolted fastenings shall have washers of adequate size under both heads and nuts. Nails shall be of correct size and quantity for proper fastening. Oversized nails that will result in splitting shall not be used. All fasteners shall be galvanized per ASTM A 153.

END OF SECTION

SECTION 07 22 00
ROOF INSULATION

PART 1 – GENERAL

1. RELATED DOCUMENTS
   A. Drawings and general provisions of the Contract, including the Conditions of the Contract and Division 01 Specification Sections apply to this section.

1.2 SUMMARY
   A. Section includes roof insulation over the properly prepared deck substrate.
   B. Related Sections:
      1. Section 01 11 00 - Summary of Work
      2. Section 06 10 00 - Rough Carpentry
      3. Section 07 55 00 – Modified Bituminous Membrane Roofing
      4. Section 07 62 00 – Sheet Metal Flashing and Trim

1.3 REFERENCES
   A. American Society for Testing and materials (ASTM):
      1. ASTM C165 Standard Test Method for Measuring Compressive Properties of Thermal Insulation.
      2. ASTM C208 Standard Specification for Cellulosic Fiber Insulation Board.
      3. ASTM C209 Standard Test Method for Cellulosic Fiber Insulating Board.
      4. ASTM C272 Standard Test Method for Water Absorption of Core Materials for Structural Sandwich Constructions.
      5. ASTM C1396 Standard Specification for Gypsum Wallboard.
      6. ASTM C518 Standard Test Method for Steady-State Heat Flux Measurements and Thermal Transmission Properties by Means of the Heat Flow Meter Apparatus.
      7. ASTM C578 Standard Specification for Perlite Thermal Insulation Board.
      8. ASTM C728 Standard Test Methods for Fire Test of Roof Coverings.
      9. ASTM C1289 Standard Specification for Faced Rigid Polyisocyanurate Thermal Insulation.
      10. ASTM D5 Standard Test Method for Penetration of Bituminous Materials.
      11. ASTM D36 Standard Test Method for Softening Point of Bitumen (Ring and Ball Apparatus).
      12. ASTM D312 Standard Specification for Asphalt Used in Roofing.
      13. ASTM D412 Standard Test Methods for Vulcanized Rubber and Thermoplastic Rubbers and Thermoplastic Elastomers-Tension.
      14. ASTM D1621 Standard Test Method for Compressive Properties of Rigid Cellular Plastics.
      15. ASTM D1622 Standard Test Method for Apparent Density of Rigid Cellular Plastics.
      16. ASTM D2126 Standard Test Method for Response off Rigid Cellular Plastics to Thermal Humid Aging.
      17. ASTM D2178 Standard Specification for Asphalt Glass Felts used in Roofing and Waterproofing.
      18. ASTM D4601 Standard Specification for Asphalt-Coated Glass Fiber Base Sheet Used in Roofing.

19. ASTM D5147 Standard Sampling and Testing Modified Bituminous Sheet Material.

B. Factory Mutual Research (FM):
   1. Roof Assembly Classifications.

D. National Roofing Contractors Association (NRCA):
   1. Roofing and Waterproofing Manual.

E. Underwriters Laboratories, Inc. (UL):
   1. Fire Hazard Classifications.

F. Warnock Hersey (WH):
   1. Fire Hazard Classifications.

G. Sheet Metal and Air Conditioning Contractors National Association (SMACNA)

H. Steel Deck Institute, St. Louis, Missouri (SDI)

I. Southern Pine Inspection Bureau, Pensacola, Florida (SPIB)

J. Insulation Board, Polyisocyanurate (FS HH-I-1972)

K. Insulation Board, Thermal (Fiberboard) (FS LLL-1-535B)

1.4 SUBMITTALS

A. Product Data: Provide manufacturer's specification data sheets for each product in accordance with Division 01 Section Submittal Procedures. 013000.

B. Provide approval letters from insulation manufacturer for use of their insulation within this particular roofing system type.

C. Provide a sample of each insulation type.

D. Shop Drawings
   1. Submit manufacturer's shop drawings indicating complete installation details of tapered insulation system, tapered insulation crickets, including identification of each insulation block, sequence of installation, layout, drain locations, roof slopes, thicknesses, crickets and saddles.
   2. Shop drawing shall include: Outline of roof, location of drains, a complete board layout of tapered insulation components, thickness and the average "R" value for the completed insulation system.

E. Certification
   1. Submit roof manufacturer's certification that insulation fasteners furnished are acceptable to roof manufacturer.
   2. Submit roof manufacturer's certification that insulation furnished is acceptable to roofing manufacturer as a component of roofing system and is eligible for roof manufacturer's system warranty.
   3. Roof manufacturer's certification that insulation fasteners furnished are acceptable to roof manufacturer.
   4. Roof manufacturer's certification that insulation furnished is acceptable to roofing manufacturer as a component of roofing system and is eligible for roof manufacturer's system warranty.
   5. Wind uplift calculation, per CBC, Chapter 15, 1504 utilizing ASCE 7-10. Wind uplift shall be provided by the roofing system manufacturer. Calculation shall be reviewed by a CA licensed Structural II engineer.

1.5 QUALITY ASSURANCE

A. Fire Classification, ASTM E-108.

B. Manufacturer's Certificate: Certify that roof system furnished is approved by Factory Mutual, Underwriters Laboratories, Warnock Hersey or approved third party testing facility in accordance with ASTM E108, Class A for external fire and meets local or nationally recognized building codes.

C. Manufacturer's Certificate: Certify that the roof system is adhered properly to meet or exceed the requirements of FM 1-90.

D. Pre-installation meeting: Refer to Division 07 roofing specifications for pre-installation meeting requirements.

1.6 DELIVERY, STORAGE AND HANDLING

A. Deliver products to site with seals and labels intact, in manufacturer's original containers, dry and undamaged.
B. Store all insulation materials in a manner to protect them from the wind, sun and moisture damage prior to and during installation. Any insulation that has been exposed to any moisture shall be removed from the project site.
C. Keep materials enclosed in a watertight, ventilated enclosure (i.e. tarpaulins).
D. Store materials off the ground. Any warped, broken or wet insulation boards shall be removed from the site.

1.7 WARRANTY

A. Provide warranty coordinated with the requirements of other sections specifying roof products.

PART 2 – PRODUCTS

2.1 PRODUCTS, GENERAL

A. Refer to Division 01 Section "Common Product Requirements."
B. Basis of Design: Materials, manufacturer's product designations, and/or manufacturer's names specified herein shall be regarded as the minimum standard of quality required for work of this Section. Comply with all manufacturer and contractor/fabricator quality and performance criteria specified in Part 1.
C. Substitutions: Products proposed as equal to the products specified in this Section shall be submitted in accordance with Bidding Requirements and Division 01 provisions.
    1. Proposals shall be accompanied by a copy of the manufacturer's standard specification section. That specification section shall be reviewed by a professional engineer licensed in the state in which the installation is to take place. Substitution requests containing specifications without licensed engineer certification shall be rejected for non-conformance.
    2. Include a list of three (3) projects of similar type and extent, located within a one hundred mile radius from the location of the project. In addition, the three projects must be at least five (5) years old and be available for inspection by the Architect, Owner or Owner's Representative.
    3. Equivalency of performance criteria, warranty terms, submittal procedures, and contractual terms will constitute the basis of acceptance.
    4. The Owner's decision regarding substitutions will be considered final. Unauthorized substitutions will be rejected.

2.2 INSULATION MATERIALS

A. Thermal Insulation Properties and Approved Insulation Boards.
    1. Rigid Polyisocyanurate Roof Insulation; ASTM C1289:
        a. Qualities: Rigid, closed cell polyisocyanurate foam core bonded to heavy duty glass fiber mat facers.
        b. Thickness: **2"**
        c. R-Value: 10
        d. Attachment: Mechanically attached per roofing manufactures ASCE 7-16 Wind Uplift requirements.

e. Compliances: UL, WH or FM listed under Roofing Systems Federal Specification HH-I-1972, Class 1.
f. Acceptable Products:
    1) ENRGY-3; Johns Manville
    2) H-Shield; Hunter
    3) EnergyGuard; GAF
    4) Approved Equivalent

2. Tapered Polyisocyanurate Roof Insulation; ASTM C1289:
    a. Qualities: Factory Tapered, closed cell polyisocyanurate foam core bonded to heavy duty glass fiber mat facers.
    b. Thickness: Slope to drain
    c. Average R-Value: **N/A**
    d. Tapered Slope: (Field) **¼"**
    e. Tapered Slope: (Crickets) **1/2"**
    f. Attachment: screws and plates, 1 per 2 square feet of roof board area.
    g. Compliances: UL, WH or FM listed under Roofing Systems Federal Specification HH-I-1972, Class 1
    h. Acceptable Products:
        1) ENRGY 3; Johns Manville
        2) EnergyGuard; GAF
        3) H-Shield; Hunter
        4) Approved Equivalent

3. High Density Six Side Primed Fiberboard Roof insulation; ASTM C208
    a. Qualities: Rigid, composed of interlocking fibers factory blended treated with asphalt on six sides.
    b. Board Size: Four feet by Eight feet (4' x 8')
    c. Thickness: **½"**
    d. Attachment: Mechanically attached per roofing manufacturers ASCE 7-16 wind uplift requirements.
    e. Compliances: UL, WH, FM listed under Roofing Systems. Federal Specification LLL-I-535-B.
    f. Acceptable Manufacturers:
        1) Blue Ridge; Celotex
        2) Temple Inland
        3) GAF Building Materials Corporation
        4) Georgia-Pacific
        5) Approved Equivalent

4. Dens-Deck Prime Roof Board
    a. Qualities: Nonstructural glass mat faced, noncombustible, water-resistant treated gypsum core panel.
    b. Board Size: Four feet by Eight feet (4'x8').
    c. Thickness: ½"
    d. R-Value: **N/A**
    e. Attachment: Mechanically attached per roofing manufacturers ASCE 7-16 wind uplift requirements.
    f. Compliances: UL, WH or FM listed under Roofing Systems.

2.3 RELATED MATERIALS

A. Fiber Cant and Tapered Edge Strips: Performed rigid insulation units of sizes/shapes indicated, matching insulation board or of perlite or organic fiberboard, as per the approved manufacturer.
   1. Acceptable Manufacturers:
      a. The Garland Company, Inc.
      b. Celotex
      c. Johns Manville
      d. GAF
      e. Approved Equivalent

B. Protection Board: Pre-molded semi-rigid asphalt composition board one half (1/2) inch.

C. Roof Board Joint Tape: Six (6) inches wide glass fiber mat with adhesive compatible with insulation board facers.

D. Asphalt: ASTM D312, Type III Steep Asphalt.

E. Roof Deck Insulation Adhesive: Insul-Lock HR - Dual-component, high rise foam adhesive with 45% rapidly renewable material content as recommended by insulation manufacturer and approved by FM indicated ratings.
   1. Tensile Strength (ASTM D412)……250 psi
   2. Density (ASTM D1875)……..8.5 lbs./gal.
   3. Viscosity (ASTM D2556)……22,000 to 60,000 cP.
   4. 2 `Peel Strength (ASTM D903)…..17 lb/in.
   5. 3 `Flexibility (ASTM D816)……Pass @ -70°F

F. Fasteners: Corrosion resistant screw fastener as recommended by roof membrane manufacturer.
   1. Factory Mutual Tested and Approved with three (3) inches coated disc for I-90 rating, length required to penetrate metal deck one inch.
   2. Screws: Concealor #14-13 DP1 as specified per ASCE 7 calculations.

PART 3 – EXECUTION

3.1 EXECUTION, GENERAL

A. Comply with requirements of Division 01 Section “Common Execution Requirements.”

3.2. EXAMINATION

A. Roofing contractor shall be responsible to verify that roof framing system is complete and ready to receive insulation system. Do not proceed with installation until unsatisfactory conditions have been corrected.
   1. Verify that work which penetrates roof deck has been completed.
   2. Verify that wood nailers are properly and securely installed.
   3. Verify the roof deck has proper slope to drain.
   4. Verify that penetrations are a minimum of 24” aways from all waterways and will not obstruct the proper roof drainage.
   5. Examine surfaces for defects, rough spots, ridges, depressions, foreign material, moisture, and unevenness.
   6. Do not proceed until defects are corrected.
   7. Do not apply insulation until substrate is sufficiently dry.
   8. Broom clean substrate immediately prior to application.
   9. Use additional insulation to fill depressions and low spots that would otherwise cause ponding water.

10. Verify that temporary roof has been completed (IF REQUIRED)

3.3 INSTALLATION

A. Comply with built-up roofing manufacturer's written instructions, as submitted and reviewed by Architect during the submittal process, for installing roof insulation.

B. (Wood Roof Decks Only) Install one lapped rosin sheet course and mechanically fasten to substrate according to built-up roofing manufacturer's written instructions and as called for in these specifications and on the drawings.

C. Insulation Cant Strips: Install and secure preformed 45-degree insulation cant strips at junctures of built-up roofing with vertical surfaces or angle changes greater than 45 degrees.

D. Install tapered insulation under area of roofing to conform to slopes indicated. Install insulation with long joints of insulation in a continuous straight line with end joints staggered between rows, abutting edges and ends between boards. Fill gaps exceeding 1/4 inch with insulation.

1. Cut and fit insulation within 1/4 inch of nailers, projections, and penetrations.

E. Install insulation under area of roofing to achieve required thickness. Where overall insulation thickness is 2.7 inches or greater, install two or more layers with joints of each succeeding layer staggered from joints of previous layer a minimum of 6 inches in each direction.

F. Trim surface of insulation where necessary at roof drains so completed surface is flush and does not restrict flow of water.

G. Mechanically Fastened and Adhered Insulation: Install first layer of insulation to deck using mechanical fasteners specifically designed and sized for fastening specified board-type roof insulation to deck type.

1. Fasten first layer of insulation to resist uplift pressure at corners, perimeter, and field of the roof.

   a. Field: 16 screws per 4 foot by 8 foot panel (2 square feet per screw).
   b. Perimeter: 24 screws per 4 foot by 8 foot panel (1.33 square feet per screw).
   c. Corners: 32 screws per 4 foot by 8 foot panel (1 square foot per screw).

2. Set each subsequent layer of insulation in insulation adhesive adhered per the roofing system manufactures recommendations.

H. Install cover boards over insulation with long joints in continuous straight lines with end joints staggered between rows. Offset joints of insulation below a minimum of 6 inches in each direction. Loosely butt cover boards together and adhere in place per manufacturers instructions. Tape joints if required by the roofing manufacturer.

I. Apply insulation adhesive to underside and immediately bond cover board to substrate.

J. Approved base layer of insulation board shall be fully attached to the deck with an approved mechanical fastening system, (all subsequent layers are to be adhered). As a minimum, the amount of fasteners shall be in accordance with manufacturer’s recommendation ASCE 7-16.

K. Filler pieces of insulation require at least two fasteners per piece if size of insulation is less than four square feet.

L. Spacing pattern of fasteners shall be as per manufacturer's recommendations to meet the ASCE 7-16 requirements. Placement of any fastener from edge of insulation board shall be a minimum of three inches, and a maximum of six (6) inches.

M. Minimum penetration into deck shall be as recommended by the fastener manufacturer. There is a one (1) inch minimum for metal, wood and structural concrete decks where not specified by the manufacturer. For gypsum and cement-wood fiber decks, penetration shall be determined from pull-out test results with a minimum penetration of one and one-half (1 ½) inches.

N. Gypsum and cementitious wood fiber decks: Where the roof deck is visible from the building interior, the contractor shall ensure no penetration of fasteners through underside of the deck. Any holes or spalling caused by fastener installation shall be repaired by the roofing contractor. Where the new roof system thickness exceeds an amount so that a minimum of 1 ½ of penetration cannot be achieved with an Olympic TB Fastener, or approved equivalent, then (and only then) toggle bolts may be used to secure installation to the deck.

O. Tape joints of insulation as per manufacturer's requirements.

P. Attachment with Insulation Adhesive Approved by Factory Mutual (FM).

Q. Ensure all surfaces are clean, dry, free of dirt, debris, oils, loose ore embedded gravel, unadhered coatings, deteriorated membrane and other contaminants that may inhibit adhesion.

R. Apply insulation adhesive directly to the substrate using a ribbon pattern with one quarter to one half (1/4-1/2) inch wide beads 12 inches o.c., using either the manual applicator or an automatic applicator, at a rate of one (1) gallon per one hundred (150) square feet per cartridge.

S. Immediately place insulation boards into wet adhesive. Do not slide boards into place. Do not allow the adhesive to skin over before installing insulation boards.

T. Briefly step each board into place to ensure contact with the adhesive. Substrates with irregular surfaces may prevent the insulation board from making positive contact with the adhesive. Relief cuts or temporary weights may be required to ensure proper contact.

U. All boards shall be cut and fitted where the roof deck intersects a vertical surface. The boards shall be cut to fit a minimum of one quarter (1/4) inch away from the vertical surface.

V. Tape joints of insulation as per manufacturer's requirements.

3.4 CLEANING

A. Remove debris and cartons from roof deck. Leave insulation clean and dry, ready to receive roofing membrane.

3.5 CONSTRUCTION WASTE MANAGEMENT

A. Remove and properly dispose of waste products generated during installation. Comply with requirements of authorities having jurisdiction.

END OF SECTION 07 22 00 - ROOF INSULATION

SECTION 06 10 00
ROUGH CARPENTRY

PART 1 - GENERAL

1.1 RELATED DOCUMENTS:

A. Drawings and general provisions of Contract, including General and Supplementary Conditions and other Division-1 Specification sections, apply to work of this section.

B. Related work specified elsewhere:

1. Section 0111 00 - Summary of Work
2. Section 07 22 00 - Roof Insulation
3. Section 07 55 00 - Modified Bituminous Membrane Roofing
4. Section 07 62 00 - Sheet Metal Flashing and Trim

1.2 SUMMARY:

A. This portion of the specification sets forth the general requirements, including the quality and type of materials required for the installation of all pressure treated and non pressure treated lumber used for wood curbs, nailing strips, miscellaneous blocking material, unexposed fillers, fascia, edging strips, deck replacement, etc

1.3 STORAGE:

A. All material specified herein shall be stored (after delivery to the site) so that it will be fully protected from damage and weather, and shall be stacked to prevent damage. All lumber shall be fully protected to maintain the original required moisture content as specified in item titled "Moisture Content".

1.4 OTHER REQUIREMENTS:

A. Dimensions indicated on the drawings are nominal dimensions (except where details show actual sizes) and shall be subject to the standard reductions required for surfacing or tolerances permitted by the grading rules. Unless otherwise indicated on drawings, all material shall be S4S (surfaced four sides).

1.5 PROTECTION:

A. All finished work shall be adequately protected against damage from any source.

1.6 COORDINATION:

A. Carpenters shall coordinate their work with that of the other trades so that progress continues without interruption.

PART 2 - PRODUCTS

2.1 WOOD - FRAMING AND CURBS:

A. GRADING RULES, GRADES, AND SPECIES

1. Lumber: Southern Pine, yellow pine, Douglas fir, spruce, ponderosa pine, larch or Hemlock and shall meet the following minimum grade requirement of construction standard (75% #1 and 25% #2); free from warping and visible decay. Lumber shall be graded according to the standard grading rules of the Southern Pine Inspection Bureau, the West Coast Lumber Inspection Bureau, or the Western Wood Products Association.

B. MOISTURE CONTENT

1. All lumber shall be air-dried or kiln-dried before treatment, so that the moisture content is not more than 19%. After treatment, it shall be kiln-dried at temperatures not exceeding 160 degrees F. (71 degrees C) so that the moisture content is not more than 19% at time of shipment

C. DECAY-RESISTANT TREATMENT:

1. Lumber in contact with roofing or acting as fascias, and all other exterior lumber, shall be pressure-treated with a waterborne preservative in accordance with AWPA Specification P5. Creosote and oil-borne preservatives are not acceptable.

2. Treating processes, material conditions, plant equipment, and other pertinent requirements shall conform to AWPA Specifications C1 and C2 for specific kind of lumber and type of preservative to be used. Retention shall be as required for intended use.

3. All treated lumber shall bear the mark of a code recognized third party agency such as the AWPA.

D. PLYWOOD:

Grade: CDX or Cyme exterior Grade. Description: 5/8" thick

E. WOOD SIDING:

1. T 111 or approved equal.

2.2 MECHANICAL FASTENERS:

A. WOOD TO STEEL:

1. Acceptable Manufacturers:
   a. Roofgrip screw with Climaseal coating; plastic disc - Buildex Div. of ITW, Itasca, IL.

b. Dekfast screw with Sentri coating: plastic disc – Construction Fasteners, Inc., Wyomissing, PA.
c. Fabco Fastening Systems, West Newton, PA: Insul-Fixx screw with Fabcote coating; plastic plate, Plate-Fixx screw with Fabcote coat; plastic disc.
d. Kwik-Deck screw with Oxyseal coating; plastic disc - Atlas Bolt & Screw Div., Trans Union Fastener Corp., Ashland, OH.
e. Olympic #12-11 Standard Steel Deck Screw or #14-10 Heavy Duty All Purpose Screw with CR-10 coating; three inch diameter plastic - Olympic Manufacturing Group, Inc., Agawam, MA.
f. Glasfast (plastic disc) - Owens-Corning Fiberglas Corp., Toledo, OH.
g. Perma Fastener screw with permaseal coating; plastic plate - International Permalite, Inc., Oak Brook, IL.

2. Screw Length: Sufficient to engage steel, wood deck 1 inch.

B. WOOD TO WOOD:

1. Type: Galvanized, common, annular ring nail. Length: Sufficient to penetrate underlay blocking 1-1/4 inches.

2. Acceptable Manufacturers:

a. Hillwood Manufacturing Co., Cleveland, OH.
b. Independent Nail, Inc., Bridgewater, MA.
c. W.H. Maze Co., Peru, IL.
d. National Nail Corp., Grand Rapids, MI.

C. WOOD TO MASONRY:

1. Acceptable Manufacturers:

a. Tapcon 1/4" diameter, Phillips pan head anchor - Buildex Div. of ITW, Itasca, IL.
b. Confas - Construction Fasteners, Inc., Wyomissing, PA.
c. Con-fixx - Fabco Fastening Systems, West Newton, PA.
d. #14-10 Heavy Duty all Purpose Screw – Olympic Manufacturing Group, Inc., Agawam, MA.
e. Tru-Fast fastener (stainless steel) - The Tru-Fast Corp., Bryan, OH.

2. Length: Sufficient to provide 1-1/2 inch embedment.

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D. WOOD TO HOLLOW MASONRY:

1. Acceptable Manufacturers:

a. Sleeve Anchor by Hilti Fastening Systems, Tulsa, OK.
b. Rawly Hollow Masonry Anchor by the Rawlplug Co., Inc., New Rochelle, NY.

2. Length: As recommended by manufacturer

PART 3 - EXECUTION

3.1 CARPENTRY:

A. At roof edge to receive metal fascia, around all roof top penetration perimeters, and under any flashing component that is to have a roof flange mechanically fastened to roofing substrate; mechanically attach wood blocking. Blocking thickness: Equal to common 1 x 4", 1 x 6" 2x4", 2x6", 2x8", 2x10", 2x12".

B. Fasteners shall be installed in two rows staggered. Spacing in any one row shall not exceed 24 inches. Within eight feet of outside corners, spacing shall not exceed twelve inches in any one row.

C. Where required, offset blocking layers twelve inches, weave corners.

D. When preservative treated wood is cut, the cut end shall be treated in accordance with AWPA Specification M4.

E. Lumber shall be accurately cut to the work requirements and shall be well fastened.

F. Bolted fastenings shall have washers of adequate size under both heads and nuts. Nails shall be of correct size and quantity for proper fastening. Oversized nails that will result in splitting shall not be used. All fasteners shall be galvanized per ASTM A 153.

END OF SECTION

SECTION 07 55 00
MODIFIED BITUMINOUS MEMBRANE ROOFING

1.GENERAL

1.1. SECTION INCLUDES

A. Includes all labor, materials, and equipment to install a modified bitumen roof system over the properly prepared substrate.

B. Includes removal and disposal of existing roofing system(s), insulation board, gutters, flashings, sheet metal items, copings, etc. for a complete prepared roof surface to receive the new roofing system.

C. Includes a new cold applied 2-ply asphalt roofing system with all accessories as needed for a complete warrantable roofing system.

D. See section 011100 Summary of Work for a detailed scope of work.

1.2. RELATED SECTIONS

A. Section 01 11 00 – Summary of Work

B. Section 06 10 00 - Rough Carpentry

C. Section 07 22 00 - Insulation Board

D. Section 07 62 00 - Sheet Metal Flashing and Trim

1.3. REFERENCES

A. ASTM D 41 - Standard Specification for Asphalt Primer Used in Roofing, Dampproofing, and Waterproofing.

B. ASTM D 312 - Standard Specification for Asphalt used in Roofing.

C. ASTM D 451 - Standard Test Method for Sieve Analysis of Granular Mineral Surfacing for Asphalt Roofing Products.

D. ASTM D 1970 - Specification for Sheet Materials, Self-Adhering Polymer Modified Bituminous, Used as Steep Roofing Underlayment for Ice Dam Protection.

E. ASTM D 1079 Standard Terminology Relating to Roofing, Waterproofing and Bituminous Materials.

F. ASTM D 1863 Standard Specification for Mineral Aggregate Used as a Protective Coating for Roofing.

G. ASTM D 2178 Standard Specification for Asphalt Glass Felt Used in Roofing and Waterproofing.

H. ASTM D 2822 Standard Specification for Asphalt Roof Cement.

I. ASTM D 4601 Standard Specification for Asphalt Coated Glass Fiber Base Sheet Used in Roofing.

J. ASTM D 5147 Standard Test Method for Sampling and Testing Modified Bituminous Sheet Materials.

K. ASTM D 6162 Standard Specification for Styrene Butadiene Styrene (SBS) Modified Bituminous Sheet Materials Using a Combination of Polyester and Glass Fiber Reinforcements.

L. ASTM D 6163 Standard Specification for Styrene Butadiene Styrene (SBS) Modified Bituminous Sheet Materials Using Glass Fiber Reinforcements.

M. ASTM D 6164 - Standard Specification for Styrene Butadiene Styrene (SBS) Modified Bituminous Sheet Materials Using Polyester Reinforcements.

N. ASTM E 108 - Standard Test Methods for Fire Test of Roof Coverings

O. Factory Mutual Research (FM): Roof Assembly Classifications.

P. National Roofing Contractors Association (NRCA): Roofing and Waterproofing Manual.

Q. Sheet Metal and Air Conditioning Contractors National Association, Inc. (SMACNA) - Architectural Sheet Metal Manual.

R. Underwriters Laboratories, Inc. (UL): Fire Hazard Classifications.

S. Warnock Hersey (WH): Fire Hazard Classifications.

T. ANSI-SPRI ES-1 Wind Design Standard for Edge Systems used with Low Slope Roofing Systems.

U. ASCE 7, Minimum Design Loads for Buildings and Other Structures

V. UL - Fire Resistance Directory.

W. FM Approvals - Roof Coverings and/or RoofNav assembly database.

X. California Title 24 Energy Efficient Standards.

1.4. DESIGN / PERFORMANCE REQUIREMENTS

A. Perform work in accordance with all federal, state and local codes.

B. Exterior Fire Test Exposure: Roof system shall achieve a UL, FM or WH Class rating for roof slopes indicated on the Drawings as follows:
   1. Factory Mutual Class A Rating.
   2. Underwriters Laboratory Class A Rating.
   3. Warnock Hersey Class A Rating.

C. Design Requirements:
   1. Uniform Wind Uplift Load Capacity
      a. Installed roof system shall withstand negative (uplift) design wind loading pressures complying with the following criteria.
         1. Design Code: ASCE 7-22 ASD.

2. Importance Category:
    a. III.
3. Importance Factor of:
    a. 1.0
4. Wind Speed: 100 mph
5. Ultimate Pullout Value: 364 pounds per each of the fastener
6. Exposure Category:
    a. C
7. Design Roof Height: 15 feet.
8. Minimum Building Width: 63 feet.
9. Roof Pitch: 0.5 :12.
10. Roof Area Design Uplift Pressure:
    a. Zone 1 - Field of roof 25.0 psf
    b. Zone 2 - Eaves, ridges, hips and rakes 31.7 psf
    c. Zone 3 - Corners 41.7 psf

2. Snow Load: N/A psf.
3. Live Load: 20 psf, or not to exceed original building design.
4. Dead Load:
    a. Installation of new roofing materials shall not exceed the dead load capacity of the existing roof structure.

D. Energy Star: Roof System shall comply with the initial and aged reflectivity required by the U.S. Federal Government's Energy Star program.

E. LEED: Roof system shall meet the reflectivity and emissivity criteria to qualify for one point under the LEED credit category, Credit 7.2, Landscape & Exterior Design to Reduce Heat Island - Roof.

F. Roof System membranes containing recycled or bio-based materials shall be third party certified through UL Environment.

G. Roof system shall have been tested in compliance with the following codes and test requirements:
1. Miami-Dade County:
    a. Roofing Underlayments
        1. Garland Underlayments N.O.A.
    b. Roofing Cements and Coatings
        1. Garland Coatings and Mastics N.O.A.
2. Cool Roof Rating Council:
    a. CRRC Directory CRRC 077-0028
3. International Code Council Evaluation Service (ICC-ES):
    a. Membrane Systems
        1. ESR-3460
4. Underwriters Laboratories:
    a. Certification TGFU.R
5. Warnock Hersey
    a. ITS Directory of Listed Products
6. FM Approvals:
    a. RoofNav Website

1.5. SUBMITTALS

A. Submit under provisions of Section 01300.

B. Product Data: Manufacturer's data sheets on each product to be used, including:
   1. Preparation instructions and recommendations.
   2. Storage and handling requirements and recommendations.
   3. Installation instructions.

C. Shop Drawings: Submit shop drawings including installation details of roofing, flashing, fastening, insulation and vapor barrier, including notation of roof slopes and fastening patterns of insulation and base modified bitumen membrane, prior to job start.

D. Design Pressure Calculations: Submit design pressure calculations for the roof area in accordance with ASCE 7 and local Building Code requirements. Include a roof system attachment analysis report, certifying the system's compliance with applicable wind load requirements before Work begins. Report shall be reviewed by a Professional Engineer registered in the State of the Project who has provided roof system attachment analysis for not less than 5 consecutive years.

E. LEED Submittals: Provide documentation of how the requirements of Credit will be met:
   1. List of proposed materials with recycled content. Indicate post-consumer recycled content and pre-consumer recycled content for each product having recycled content.
   2. Product data and certification letter indicating percentages by weight of post-consumer and pre-consumer recycled content for products having recycled content.
   3. Product reflectivity and emissivity criteria to qualify for one point under the LEED credit category, Credit 7.2, Landscape & Exterior Design to Reduce Heat Island - Roof.

F. Recycled or Bio-Based Materials: Provide third party certification through UL Environment of roof System membranes containing recycled or bio based materials

G. Verification Samples: For each modified bituminous membrane ply product specified, two samples, minimum size 6 inches (150 mm) square, representing actual product, color, and patterns.

H. Provide written certification from the roofing system manufacturer certifying the applicator is currently authorized to install the specified roof system and ability to provide the specified warranty.

I. Sample Warranty: Provide an unexecuted copy of the warranty specified for this project clearly stating the terms required of the owner, contractor, and manufacturer.

J. Manufacturer's Certificates: Provide to certify products meet or exceed specified requirements.

K. Test Reports: Submit test reports, prepared by an independent testing agency, for all modified bituminous sheet roofing, indicating compliance with ASTM D5147.

L. Manufacturer's Fire Compliance Certificate: Certify that the roof system furnished is approved by Factory Mutual (FM), Underwriters Laboratories (UL), Warnock Hersey (WH) or approved third party testing facility in accordance with ASTM E108, Class A for external fire and meets local or nationally recognized building codes.

M. Closeout Submittals: Provide manufacturer's maintenance instructions that include

recommendations for periodic inspection and maintenance of all completed roofing work. Provide product warranty executed by the manufacturer. Assist Owner in preparation and submittal of roof installation acceptance certification as may be necessary in connection with fire and extended coverage insurance on roofing and associated work.

N. Any material submitted as equal to or better than the specified material must be accompanied by a report signed and sealed by a professional engineer licensed in the state in which the installation is to take place. This report shall show that the submitted equal meets the Design and Performance criteria in this specification. Substitution requests submitted without licensed engineer stamp will be rejected for non-conformance.

1.6. QUALITY ASSURANCE

A. Perform Work in accordance with NRCA Roofing and Waterproofing Manual.

B. Manufacturer Qualifications: Company specializing in manufacturing products specified with documented ISO 9001 certification and minimum of twelve years of documented experience and must not have been in Chapter 11 bankruptcy during the last five years.

C. Installer Qualifications: Company specializing in performing Work of this section with minimum five years documented experience and a certified Pre-Approved Garland Contractor.

D. Installer's Field Supervision: Maintain a full-time Supervisor/Foreman on job site during all phases of roofing work while roofing work is in progress.

E. Product Certification: Provide manufacturer's certification that materials are manufactured in the United States and conform to requirements specified herein, are chemically and physically compatible with each other, and are suitable for inclusion within the total roof system specified herein.

F. Source Limitations: Obtain all components of roof system from a single manufacturer. Secondary products that are required shall be recommended and approved in writing by the roofing system Manufacturer. Upon request of the Architect or Owner, submit Manufacturer's written approval of secondary components in list form, signed by an authorized agent of the Manufacturer.

1.7. PRE-INSTALLATION MEETINGS

A. Coordinate with installation of associated flashings and counterflashings installed by other sections.

B. Preinstallation Meeting:
1. Convene two weeks before starting work of this section. Meet at Project site with Installer, installer of each component of associated work, installers of deck or substrate construction to receive roofing work, installers of rooftop units and other work in the around roofing that must precede or follow roofing work (including mechanical work if any), Architect/Owner, roofing system manufacturer's representative, and other representatives directly concerned with performance of the Work, including (where applicable) Owner's insurers, test agencies, and governing authorities. Objectives to include:
2. Review preparation and installation procedures and coordinating and scheduling required with related work.

a. Review methods and procedures related to roofing work.
b. Review structural loading limitations of new deck.
c. Review roofing systems requirements (drawings, specifications, and other contract documents).
d. Review required submittals, both completed and yet to be completed.
e. Review and finalize construction schedule related to roofing work and verify availability of materials, Installer's personnel, equipment, and facilities needed to make progress and avoid delays.
f. Review required inspection, testing, certifying, and material usage accounting procedures.
g. Review weather and forecasted weather conditions and procedures for coping with unfavorable conditions, including provision of temporary roofing over occupied spaces.
h. Record discussion of conference, including decisions and agreements (or disagreements) reached, and furnish copy of record to each party attending. If substantial disagreements exist at conclusion of conference, determine how disagreements will be resolved and set date for reconvening conference.
i. Review notification procedures for weather or non-working days.

C. Sequence installation of roofing with related units of work specified in other sections to ensure that roof assemblies, including roof accessories, flashing, trim, and joint sealers, are protected against damage from effects of weather, corrosion, and adjacent construction activity.

B. Inspect and make notes of job conditions prior to installation:
1. Record minutes of the conference and provide copies to all parties present.
2. Identify all outstanding issues in writing designating the responsible party for follow-up action and the timetable for completion.
3. Installation of roofing system shall not begin until all outstanding issues are resolved to the satisfaction of the Owner and Architect.

1.8. DELIVERY, STORAGE, AND HANDLING

A. Deliver and store products in manufacturer's unopened packaging with labels intact until ready for installation.

B. Store all roofing materials in a dry place, on pallets or raised platforms, out of direct exposure to the elements until time of application. Store materials at least 4 inches above ground level and covered with "breathable" tarpaulins.

C. Stored in accordance with the instructions of the manufacturer prior to their application or installation. Store roll goods on end on a clean flat surface except store KEE-Stone FB 60 rolls flat on a clean flat surface. No wet or damaged materials will be used in the application.

D. Store at room temperature wherever possible, until immediately prior to installing the roll. During winter, store materials in a heated location with a 50 degree F (10 degree C) minimum temperature, removed only as needed for immediate use. Keep materials away from open flame or welding sparks.

E. Avoid stockpiling of materials on roofs without first obtaining acceptance from the Architect/Engineer.

F. Adhesive storage shall be between the range of above 50 degree F (10 degree C) and below 80 degree F (27 degree C). Area of storage shall be constructed for flammable storage.

1.9. COORDINATION

A. Coordinate Work with installing associated metal flashings as work of this section proceeds.

1.10. PROJECT CONDITIONS

A. Maintain environmental conditions (temperature, humidity, and ventilation) within limits recommended by manufacturer for optimum results. Do not install products under environmental conditions outside manufacturer's absolute limits.

B. Do not apply roofing membrane to damp or frozen deck surface or when 40% chance of precipitation is expected or occurring.

C. Proceed with roofing work only when existing and forecasted weather conditions will permit unit of work to be installed in accordance with manufacturer's recommendations and warranty requirements.

D. Do not expose materials vulnerable to water or sun damage in quantities greater than can be weatherproofed the same day.

1.11. WARRANTY

A. Special Warranty: Manufacturer's No Dollar Limit Warranty, Manufacturer agrees to repair or replace components of roofing system that fail in materials or workmanship within specified warranty period.
   1. Special warranty includes membrane roofing, base flashing, roof insulation, fasteners, cover boards, substrate boards, vapor retarders (where included) , and walkway product.
   2. Warranty Period: 30 years from date of Substantial Completion.
   3. Must cover calculated wind speed.

B. Contractor Warranty
   1. Correct defective Work within a five (5) year period after Date of Substantial Completion.

2.PRODUCTS

2.1. MANUFACTURERS

A. Acceptable Manufacturer: The Garland Company, Inc.; 3800 E. 91st St., Cleveland, OH 44105. Local Representative: Dan McCready Phone: (916) 865-7753. dmccready@garlandco.com Web Site: www.garlandco.com.

B. The Products specified are intended and the Standard of Quality for the products required for this project. If other products are proposed the bidder must disclose in the bid the manufacturer and the products that they intend to use on the Project. If no manufacturer and products are listed, the bid may be accepted only with the use of products specified.
   1. Bidder will not be allowed to change materials after the bid opening date.
   2. If alternate products are included in the bid, the products must be submitted a minimum of seven (7) days prior to the bid date for review and be equal to or exceed the products specified. Supporting technical data shall be submitted to the Architect/ Owner for approval prior to acceptance.
   3. In making a request for substitution, the Bidder/Roofing Contractor represents that it has:
      a. Personally investigated the proposed product or method, and determined that it

is equal or superior in all respects to that specified.
b. Will provide the same guarantee for substitution as for the product and method specified.
c. Will coordinate installation of accepted substitution in work, making such changes as may be required for work to be completed in all respects.
d. Will waive all claims for additional cost related to substitution, which consequently become apparent.
e. Cost data is complete and includes all related cost under his/her contract or other contracts, which may be affected by the substitution.
f. Will reimburse the Owner for all redesign cost by the Architect for accommodation of the substitution.

4. Architect/ Owner reserves the right to be the final authority on the acceptance or rejection of any or all bids, proposed alternate roofing systems or materials that has met ALL specified requirement criteria.
5. Failure to submit substitution package, or any portion thereof requested, will result in immediate disqualification and consideration for that particular contractors request for manufacturer substitution.

2.2. COLD APPLIED 2-PLY ROOF SYSTEM

A. Rosin Sheet: One ply of mechanically attached to the prepared substrate.
1. Red Rosin Paper:

B. Insulation: As specified in Section 07220 and shown on Drawings.

1. Insulation assembly; taper or constant thickness as indicated on Drawings and specifications. Where tapered insulation is indicated, provide slopes as indicated, and as required to ensure positive drainage and minimum slope at valleys of 1/4 inch in 12 inches.

C. Insulation: As specified in Section 07220 and shown on Drawings;
1. One layer of 2” polyisocyanurate insulation board.
2. One layer of six side primed ½” woodfiber insulation board

D. Base (Ply) Sheet: One ply bonded to the prepared substrate with Interply Adhesive:
1. StressBase 80:

E. Modified Cap Sheet: One ply bonded to the prepared substrate with Interply Adhesive:
1. StressPly Plus FR Mineral:

F. Interply Adhesive:
1. Green-Lock Plus Plus WC:

G. Flashing Base (Ply): One ply bonded to the prepared substrate with Interply Adhesive:
1. StressBase 80:

H. Flashing Cap Sheet: One ply bonded to the prepared substrate with Interply Adhesive:
1. StressPly Plus FR Mineral:

I. Flashing Ply Adhesive:
1. Flashing Bond Mastic, Green-Lock Flashing Adhesive.

J. Surfacing:

1. Pyramic Plus Lo Acrylic Coating

2.3. ACCESSORIES:

A. Roof Insulation Base Layer(s): Provide roof insulation as specified in accordance with Section 07220. Roof Insulation Thermal Value (R), nominal as indicated on drawings and as follows: Provide insulation of thickness required to develop drainage patterns as indicated, as required to eliminate ponding and to meet thermal requirements noted on drawings.

B. Roof Insulation Top Layer: Provide one layer of ½" six side primed Blue Ridge Structodek High Density Fiberboard Roof Insulation. ASTM C 208, Type II.

C. Vapor Retarder: Red Rosin Paper; Install layer rosin sheet shingled uniformly to achieve one ply over the entire prepared substrate. Shingle in direction of slope of roof to shed water on each area of roof.
1. Red Rosin Paper by WR Meadows
   a. Weight – 12 lb./roll
   b. Size – 500 square feet p/roll
   c. 36" wide by 167' long

D. Nails and Fasteners: Non-ferrous metal or galvanized steel, except that hard copper nails shall be used with copper; aluminum or stainless steel nails shall be used with aluminum; and stainless steel nails shall be used with stainless steel, Fasteners shall be self-clinching type of penetrating type as recommended by the deck manufacturer. Fasten nails and fasteners flush-driven through flat metal discs not less than 1 inch (25 mm) diameter. Omit metal discs when one-piece composite nails or fasteners with heads not less than 1 inch (25 mm) diameter are used.

E. Walkway Pads - As recommended and furnished by the membrane manufacturer set in approved adhesive to control foot traffic on roof top surface and provide a durable system compliant non-slip walkway.
1. TrafGuard Walk Pads by WPG / Garland Company.
   a. ½" x 3' x 4'
   b. Install walk way pads in a path from all roof access points to and around all HVAC and serviceable mechanical equipment, to and around roof hatches, and as designated by the owner.

F. Urethane Sealant Hybrid - Tuff-Stuff MS: One part, non-sag sealant as approved and furnished by the membrane manufacturer for moving joints.
1. Tensile Strength, ASTM D 412: 250 psi
2. Elongation, ASTM D 412: 450%
3. Hardness, Shore A ASTM C 920: 35
4. Adhesion-in-Peel, ASTM C 92: 30 pli

G. Sealant - Green-Lock Structural Adhesive: Single component, 100% solids structural adhesive as furnished and recommended by the membrane manufacturer.
1. Elongation, ASTM D 412: 300%
2. Hardness, Shore A, ASTM C 920: 50
3. Shear Strength, ASTM D 1002: 300 psi

H. Butyl Tape: 100% solids, asbestos free and compressive tape designed to seal as recommended and furnished by the membrane manufacturer.

I. Glass Fiber Cant - Glass Cant: Continuous triangular cross Section made of inorganic fibrous glass used as a cant strip as recommended and furnished by the membrane manufacturer.

2.4. EDGE TREATMENT AND ROOF PENETRATION FLASHINGS

A. Pre-Manufactured Edge Metal Finishes:
   1. Exposed and unexposed surfaces for mill finish flashing, fascia, and coping cap, as shipped from the mill
   2. Exposed surfaces for coated panels:
      a. Steel Finishes: fluorocarbon finish. Epoxy primer baked both sides, .2-.25 mils thickness as approved by finish coat manufacturer.
      Weathering finish as referred by National Coil Coaters Association (NCCA).
      Provided with the following properties.
         1. Pencil Hardness: ASTM D3363, HB-H / NCCA II-2.
         2. Bend: ASTM D-4145, O-T / NCCA II-19
         3. Cross-Hatch Adhesion: ASTM D3359, no loss of adhesion
         4. Gloss (60 deg. angle): ASTM D523, 25+/-5%
         5. Reverse Bend: ASTM D2794, no cracking or loss of adhesion
         6. Nominal Thickness: ASTM D1005
            a. Primer: 0.2 mils
            b. Topcoat, 0.7 mils min
            c. Clear Coat (optional, only used with 22 ga. steel) 0.3 mils
         7. Color: Provide as specified. (Subject to minimum quantities)

B. Flashing Boot - Rubbertite Flashing Boot: Neoprene pipe boot for sealing single or multiple pipe penetrations adhered in approved adhesives as recommended and furnished by the membrane manufacturer.

C. Vents and Breathers: Heavy gauge aluminum and fully insulated vent that allows moisture and air to escape but not enter the roof system as recommended and furnished by the membrane manufacturer.

D. Pitch pans, Rain Collar 24 gauge stainless or 20oz (567gram) copper. All joints should be welded/soldered watertight. See details for design.

E. Drain Flashings should be 4lb (1.8kg) sheet lead formed and rolled.

F. Plumbing stacks should be 4lb (1.8kg) sheet lead. All plumbing stacks are to have the factory lead caps (counter flashing) installed. Caulking and banding will not be acceptable on open top pipe penetrations. On field fabricated flashings where a lead cap can't be applied a lead umbrella flashing is to be installed, flared out, caulking and banding will be required with the specified sealant.

G. Liquid Flashing - Tuff-Flash: An asphaltic-polyurethane, low odor, liquid flashing material designed for specialized details unable to be waterproofed with typical modified membrane flashings.
   1. Tensile Strength, ASTM D 412: 400 psi
   2. Elongation, ASTM D 412: 300%
   3. Density @77 deg. F 8.5 lb/gal typical

H. Fabricated Flashings: Fabricated flashings and trim are specified in Section 07620.
   1. Fabricated flashings and trim shall conform to the detail requirements of SMACNA

"Architectural Sheet Metal Manual" and/or the CDA Copper Development Association "Copper in Architecture - Handbook" as applicable.

I. Manufactured Roof Specialties: Shop fabricated copings, fascia, gravel stops, control joints, expansion joints, joint covers and related flashings and trim are specified in Section 07.
   1. Manufactured roof specialties shall conform to the detail requirements of SMACNA "Architectural Sheet Metal Manual" and/or the NRCA "Roofing and Waterproofing Manual" as applicable.

3.EXECUTION

3.1. EXAMINATION

A. Do not begin installation until substrates have been properly prepared.

B. Inspect and approve the deck condition, slopes and fastener backing if applicable, parapet walls, expansion joints, roof drains, stack vents, vent outlets, nailers and surfaces and elements.

C. Verify that work penetrating the roof deck, or which may otherwise affect the roofing, has been properly completed.

D. If substrate preparation and other conditions are the responsibility of another installer, notify Architect of unsatisfactory preparation before proceeding.

3.2. PREPARATION

A. General: Clean surfaces thoroughly prior to installation.
   1. Prepare surfaces using the methods recommended by the manufacturer for achieving the best result for the substrate under the project conditions.
   2. Fill substrate surface voids that are greater than 1/4 inch wide with an acceptable fill material.
   3. Roof surface to receive roofing system shall be smooth, clean, free from loose gravel, dirt and debris, dry and structurally sound.
   4. Wherever necessary, all surfaces to receive roofing materials shall be power broom and vacuumed to remove debris and loose matter prior to starting work.
   5. Do not apply roofing during inclement weather. Do not apply roofing membrane to damp, frozen, dirty, or dusty surfaces.
   6. Fasteners and plates for fastening components mechanically to the substrate shall provide a minimum pull-out capacity of 300 lbs. (136 k) per fastener. Base or ply sheets attached with cap nails require a minimum pullout capacity of 40 lb. per nail.
   7. Prime decks where required, in accordance with requirements and recommendations of the primer and deck manufacturer.

B. Wood Deck:
   1. Dimensional wood deck shall be minimum 1 inch (25 mm) thick, knotholes and cracks larger than 1/4 inch shall be covered with sheet metal. All boards shall be appropriately nailed and have adequate end bearing to the centers of beams/rafters. Lumber shall be kiln dried.
   2. Plywood shall be a minimum 15/32 inch (11.9 mm) thick and conform to the standards and installation requirements of the American Plywood Association (APA).

3. If no roof insulation is specified, provide a suitable dry sheathing paper, followed by an approved base sheet nailed appropriately for the specified roof system, with 1 inch (25 mm) diameter caps and annular nails unless otherwise required by the applicable Code or Approval agency.
4. Insulation is to be mechanically attached in accordance with the insulation manufacturer's recommendations unless otherwise required by the applicable Code.
5. In all retrofit roof applications, it is required that deck be inspected for defects. Any defects are to be corrected per the deck manufacturer's recommendations and standards of the APA/Engineered Wood Association prior to new roof application.
6. Light metal wall ties or other structural metal exposed on top of the wood deck shall be covered with one ply of a heavy roofing sheet, such as HPR Glasbase Base Sheet, extending 2 inches to 6 inches (51 mm to 152 mm) beyond the metal in all directions. Nail in place before applying the base ply.

3.3. INSTALLATION - GENERAL

A. Install modified bitumen membranes and flashings in accordance with manufacturer's instructions and with the recommendations provided by the National Roofing Contractors Association's Roofing & Waterproofing Manual, the Asphalt Roofing Manufacturers Association, and applicable codes.

B. General: Avoid installation of modified bitumen membranes at temperatures lower than 40-45 degrees F. When work at such temperatures unavoidable use the following precautions:
1. Take extra care during cold weather installation and when ambient temperatures are affected by wind or humidity, to ensure adequate bonding is achieved between the surfaces to be joined. Use extra care at material seam welds and where adhesion of the applied product to the appropriately prepared substrate as the substrate can be affected by such temperature constraints as well.
2. Unrolling of cold materials, under low ambient conditions must be avoided to prevent the likelihood of unnecessary stress cracking. Rolls must be at least 40 degrees F at the time of application. If the membrane roll becomes stiff or difficult to install, it must be replaced with roll from a heated storage area.

C. Commence installation of the roofing system at the lowest point of the roof (or roof area), working up the slope toward the highest point. Lap sheets shingle fashion so as to constantly shed water

D. All slopes greater than 2:12 require back-nailing to prevent slippage of the ply sheets. Use ring or spiral-shank 1 inch cap nails, or screws and plates at a rate of 1 fastener per ply (including the membrane) at each insulation stop. Place insulation stops at 16 ft o.c. for slopes less than 3:12 and 4 feet o.c. for slopes greater than 3:12. On non-insulated systems, nail each ply directly into the deck at the rate specified above. When slope exceeds 2:12, install all plies parallel to the slope (strapping) to facilitate backnailing. Install 4 additional fasteners at the upper edge of the membrane when strapping the plies.

3.4. INSULATION INSTALLATION:

A. Attachment of Insulation:
1. Mechanically fasten base layers of insulation to deck in accordance with roofing manufacturer's wind uplift calculation.
a. Use fastener type and fastening pattern as required to achieve wind resistance specified.

2. Embed tapered insulation, crickets and cover board as specified in 07220 Roof Insulation and in accordance with roofing and insulation manufacturers' instructions.
3. Cover board shall be installed as specified in Section 07220 Roof Insulation.

B. Provide insulation with joints staggered minimum 6 inch from joints of proceeding layer.

C. Place tapered insulation to the required slope pattern in accordance with manufacturer's instructions.

D. Lay boards with edges in moderate contact without forcing. Cut insulation to fit neatly to perimeter blocking and around penetrations through roof.

E. At roof drains, use factory-tapered boards to slope down to roof drains over a distance of 18 inches.

G. Do not apply more insulation than can be covered with membrane in same day.

3.5. INSTALLATION COLD APPLIED ROOF SYSTEM

A. Base Ply: Cut base ply sheets into 18 foot lengths and allow plies to relax before installing. Install base sheet in Interply Adhesive: applied at the rate required by the manufacturer. Shingle base sheets uniformly to achieve one ply throughout over the prepared substrate. Shingle in proper direction to shed water on each large area of roofing.
1. Lap ply sheet ends 8 inches. Stagger end laps 12 inches minimum.
2. Solidly bond to the substrate and adjacent ply with specified cold adhesive at the rate of 2 to 2-1/2 gallons per 100 square feet.
3. Roll must push a puddle of adhesive in front of it with adhesive slightly visible at all side laps. Use care to eliminate air entrapment under the membrane.
4. Install subsequent rolls of modified across the roof as above with a minimum of 4 inch side laps and 8 inch staggered end laps. Lay modified membrane in the same direction as the underlayers but the laps shall not coincide with the laps of the base layers.
5. Extend plies 2 inches beyond top edges of cants at wall and projection bases.
6. Install base flashing ply to all perimeter and projection details.
7. Allow the one ply of base sheet to cure at least 30 minutes before installing the modified membrane. However, the modified membrane must be installed the same day as the base plies.

B. Modified Cap Ply(s): Cut cap ply sheets into 18 foot lengths and allow plies to relax before installing. Install in interplay adhesive applied at the rate required by the manufacturer. Shingle sheets uniformly over the prepared substrate to achieve the number of plys specified. Shingle in proper direction to shed water on each large area of roofing.
1. Lap ply sheet ends 8 inches. Stagger end laps 12 inches minimum.
2. Solidly bond to the base layers with specified cold adhesive at the rate of 2 to 2-1/2 gallons per 100 square feet.
3. Roll must push a puddle of adhesive in front of it with adhesive slightly visible at all side laps. Care should be taken to eliminate air entrapment under the membrane.
4. Install subsequent rolls of modified across the roof as above with a minimum of 4 inch side laps and 8 inch staggered end laps. Lay modified membrane in the same direction as the underlayers but the laps shall not coincide with the laps of the base layers.
5. Allow cold adhesive to set for 5 to 10 minutes before installing the top layer of modified membrane.
6. Extend membrane 2 inches beyond top edge of all cants in full moppings of the cold

adhesive as shown on the Drawings.

C. Fibrous Cant Strips: Provide non-combustible perlite or glass fiber cant strips at all wall/curb detail treatments where angle changes are greater than 45 degrees. Cant may be set in approved cold adhesives, hot asphalt or mechanically attached with approved plates and fasteners.

D. Wood Blocking, Nailers and Cant Strips: Provide wood blocking, nailers and cant strips as specified in Section 06114.
   1. Provide nailers at all roof perimeters and penetrations for fastening membrane flashings and sheet metal components.
   2. Wood nailers should match the height of any insulation, providing a smooth and even transition between flashing and insulation areas.
   3. Nailer lengths should be spaced with a minimum 1/8 inch gap for expansion and contraction between each length or change of direction.
   4. Nailers and flashings should be fastened in accordance with Factory Mutual "Loss Prevention Data Sheet 1- 49, Perimeter Flashing" and be designed to be capable of resisting a minimum force of 200 lbs/lineal foot in any direction.

E. Metal Work: Provide metal flashings, counter flashings, parapet coping caps and thru-wall flashings as specified in Section 07620 or Section 07710. Install in accordance with the SMACNA "Architectural Sheet Metal Manual" or the NRCA Roofing Waterproofing manual.

F. Termination Bar: Provide a metal termination bar or approved top edge securement at the terminus of all flashing sheets at walls and curbs. Fasten the bar a minimum of 8 inches (203 mm) o/c to achieve constant compression. Provide suitable, sealant at the top edge if required.

G. Flashing Base Ply: Install flashing sheets by the same application method used for the base ply.
   1. Seal curb, wall and parapet flashings with an application of mastic and mesh on a daily basis. Do not permit conditions to exist that will allow moisture to enter behind, around or under the roof or flashing membrane.
   2. Prepare all walls, penetrations, expansion joints and where shown on the Drawings to be flashed with required primer at the rate of 100 square feet per gallon. Allow primer to dry tack free.
   3. Adhere to the underlying base ply with specified flashing ply adhesive unless otherwise specified. Nail off at a minimum of 8 inches (203 mm) o.c. from the finished roof at all vertical surfaces.
   4. Solidly adhere the entire flashing ply to the substrate. Secure the tops of all flashings that are not run up and over curb through termination bar fastened at 6 inches (152 mm) O.C. and sealed at top.
   5. Coordinate counter flashing, cap flashings, expansion joints and similar work with modified bitumen roofing work as specified.
   6. Coordinate roof accessories, miscellaneous sheet metal accessory items, including piping vents and other devices with the roofing system work.
   7. Secure the top edge of the flashing sheet using a termination bar only when the wall surface above is waterproofed, or nailed 4 inches on center and covered with an acceptable counter flashing.

H. Flashing Cap Ply:

1. Seal curb, wall and parapet flashings with an application of mastic and mesh on a daily basis. Do not permit conditions to exist that will allow moisture to enter behind, around or under the roof or flashing membrane.
2. Prepare all walls, penetrations, expansion joints and where shown on the Drawings to be flashed with required primer at the rate of 100 square feet per gallon. Allow primer to dry tack free.
3. Adhere to the underlying base flashing ply with specified flashing ply adhesive unless otherwise specified. Nail off at a minimum of 8 inches (203 mm) o.c. from the finished roof at all vertical surfaces.
4. Coordinate counter flashing, cap flashings, expansion joints and similar work with modified bitumen roofing work as specified.
5. Coordinate roof accessories, miscellaneous sheet metal accessory items with the roofing system work.
6. All stripping shall be installed prior to flashing cap sheet installation.
7. Heat and scrape granules when welding or adhering at cut areas and seams to granular surfaces at all flashings.
8. Secure the top edge of the flashing sheet using a termination bar only when the wall surface above is waterproofed, or nailed 4 inches on center and covered with an acceptable counter flashing.
9. Seal all vertical laps of flashing ply with a three-course application of trowel-grade mastic and fiberglass mesh and apply white roofing granules.

I. Roof Walkways: Provide walkways in areas indicated on the Drawings.

3.6. INSTALLATION OF SURFACING

A. Prior to installation of surface coating, obtain approval from manufacturer as to work completed. On average, at least 30 days are required prior to final surfacing.
   1. Reflective Coating:
      a. Allow all cold applied mastics and coating to properly dry and cure before coating application.
      b. Paint all exposed roofing with manufacturer's base coat acrylic coating installed at a rate of one (1.0) gallons per square, back roll entire installation required.
      c. Paint all exposed roofing with manufacturer's Energy Star top coat acrylic coating installed at a rate of one (1.0) gallons per square, complete coverage for a clean neat appearance is required. Additional coats may be required to achieve complete coverage and proper mil thickness.

3.7. INSTALLATION EDGE TREATMENT AND ROOF PENETRATION FLASHING

A. Fabricated Flashings: Fabricated flashings and trim are provided as specified in Section 07620.
   1. Fabricated flashings and trim shall conform to the detail requirements of SMACNA "Architectural Sheet Metal Manual" and/or the Copper Development Association "Copper in Architecture - Handbook" as applicable.

B. Metal Edge:
   1. Inspect the nailers to assure proper attachment and configuration.
   2. Run one ply over the edge. Assure coverage of all wood nailers. Fasten plies with ring shank nails at 8 inches (203 mm) o.c.
   3. Install continuous cleat and fasten at 6 inches (152 mm) o.c.

4. Install new metal edge hooked to continuous cleat and set in bed of roof cement. Fasten flange to wood nailers every 3 inches (76 mm) o.c. staggered.
5. Prime metal edge at a rate of 100 square feet per gallon and allow to dry.
6. Strip in flange with base flashing ply covering entire flange in bitumen with 6 inches (152 mm) on to the field of roof. Assure ply laps do not coincide with metal laps.
7. Install a second ply of modified flashing ply in bitumen over the base flashing ply, 9 inches (228 mm) on to the field of the roof. Seal outside edge with rubberized cement.

C. Roof Edge With Gutter:
1. Inspect the nailer to assure proper attachment and configuration. Increase slope at metal edge by additional degree of slope in first board.
2. Run one ply over the edge. Assure coverage of all wood nailers. Fasten plies with ring shank nails at 8 inches (203 mm) o.c.
3. Install gutter and strapping.
4. Install continuous cleat and fasten at 6 inches (152 mm) o.c.
5. Install new metal edge hooked to continuous cleat and set in bed of roof cement. Fasten flange to wood nailer every 3 inches (76 mm) o.c. staggered.
6. Prime metal edge at a rate of 100 square feet per gallon and allow to dry.
7. Strip in flange with base flashing ply covering entire flange in bitumen with 6 inches (152 mm) onto the field of the roof. Assure ply laps do not coincide with metal laps.
8. Install a second ply of modified flashing ply in bitumen over the base flashing ply, 9 inches (228 mm) on to the field of the roof.

D. Scupper Through Wall (Overflow):
1. Inspect the nailer to assure proper attachment and configuration.
2. Run one ply over nailer up the overflow, into the scupper hole and up flashing as in typical wall flashing detail. Assure coverage of all wood nailers.
3. Install scupper box in a 1/4 inch (6 mm) bed of mastic. Assure all box seams are soldered and have a minimum 4 inch (101 mm) flange. Make sure all corners are closed and soldered. Prime scupper at a rate of 100 square feet per gallon and allow to dry.
4. Fasten flange of scupper box every 3 inches (76 mm) o.c. staggered.
5. Strip in flange scupper box with base flashing ply covering entire area with 6 inch (152 mm) overlap on to the field of the roof and wall flashing.
6. Install a second ply of modified flashing ply in bitumen over the base flashing ply, 9 inches (228 mm) on to the field of the roof. Apply a three-course application of mastic and mesh at all seams.

E. Coping Cap:
1. Minimum flashing height is 8 inches (203 mm) above finished roof height. Maximum flashing height is 24 inches (609 mm). Prime vertical wall at a rate of 100 square feet per gallon and allow to dry.
2. Set cant in bitumen. Run all field plies over cant a minimum of 2 inches (50 mm).
3. Attach tapered board to top of wall.
4. Install base flashing ply covering entire wall and wrapped over top of wall and down face with 6 inches (152 mm) on to field of roof and set in cold asphalt. Nail membrane at 8 inches (203 mm) o.c.
5. Install a second ply of modified flashing ply in bitumen over the base flashing ply, 9 inches (228 mm) on to the field of the roof. Apply a three-course application of mastic and mesh at all seams and install white roofing granules in fresh mastic.
6. Install continuous cleat and fasten at 6 inches (152 mm) o.c. to outside wall.

7. Install new metal coping cap hooked to continuous cleat.
8. Fasten inside cap 24 inches (609 mm) o.c. with approved fasteners and neoprene washers through slotted holes, which allow for expansion and contraction.

F. Surface Mounted Counterflashing:
1. Minimum flashing height is 8 inches (203 mm) above finished roof height. Maximum flashing height is 24 inches (609 mm). Prime vertical wall at a rate of 100 square feet per gallon and allow to dry.
2. Set cant in bitumen. Run all field plies over cant a minimum of 2 inches (50 mm).
3. Install base flashing ply covering wall set in bitumen with 6 inches (152 mm) on to field of the roof.
4. Install a second ply of modified flashing ply in bitumen over the base flashing ply, 9 inches (228 mm) on to the field of the roof. Apply a three-course application of mastic and mesh at all vertical seams and install white roofing granules in fresh mastic.
5. Apply butyl tape to wall behind flashing. Secure termination bar through flashing, butyl tape and into wall. Alternatively use caulk to replace the butyl tape.
6. Secure counterflashing set on butyl tape above flashing at 8 inches (203 mm) o.c. and caulk top of counterflashing.

G. Equipment Support:
1. Minimum curb height is 8 inches (203 mm) above finished roof height. Prime vertical at a rate of 100 square feet per gallon and allow to dry.
2. Set cant in bitumen. Run all field plies over cant a minimum of 2 inches (50 mm).
3. Install base flashing ply covering curb set in bitumen with 6 inches (152 mm) on to field of the roof.
4. Install a second ply of modified flashing ply in bitumen over the base flashing ply, 9 inches (228 mm) on to the field of the roof. Attach top of membrane to top of curb and nail at 8 inches (203 mm) o.c. Apply a three-course application of mastic and mesh at all vertical seams and install white roofing granules in fresh roofing mastic.
5. Install pre-manufactured cover. Fasten sides at 24 inches (609 mm) o.c. with fasteners and neoprene washers. Furnish all joint cover laps with butyl tape between metal covers.
6. Set equipment on neoprene pad and fasten as required by equipment manufacturer.

H. Curb Detail/Air Handling Station:
1. Minimum curb height is 8 inches (203 mm) above finished roof height. Prime vertical at a rate of 100 square feet per gallon and allow to dry.
2. Set cant in bitumen. Run all field plies over cant a minimum of 2 inches (50 mm).
3. Install base flashing ply covering curb set in bitumen with 6 inches (152 mm) on to field of the roof.
4. Install a second ply of modified flashing ply in bitumen over the base flashing ply, 9 inches (228 mm) on to the field of the roof. Apply a three-course application of mastic and mesh at all vertical seams and install white roofing granules into fresh mastic.
5. Install pre-manufactured counterflashing with fasteners and neoprene washers or per manufacturer's recommendations.
6. Set equipment on neoprene pad and fasten as required by equipment manufacturer.

I. Skylight:
1. Minimum curb height is 8 inches (203 mm) above finished roof height. Prime vertical at a rate of 100 square feet per gallon and allow to dry.
2. Set cant in bitumen. Run all field plies over cant a minimum of 2 inches (50 mm).
3. Install base flashing ply covering curb set in bitumen with 6 inches (152 mm) on to

field of the roof.

4. Install a second ply of modified flashing ply in bitumen over the base flashing ply, 9 inches (228 mm) on to the field of the roof. Attach top of membrane to top of wood nailer and apply a three-course application of mastic and mesh. Allow to cure and install white roofing granules in fresh mastic.
5. Install pre-manufactured lens and fasten flashing sides at 8 inches (203 mm) o.c. with fasteners and neoprene washers.

J. Exhaust Fan:
1. Minimum curb height is 8 inches (203 mm) above finished roof height. Prime vertical at a rate of 100 square feet per gallon and allow to dry.
2. Set cant in bitumen. Run all plies over cant a minimum of 2 inches (50 mm).
3. Install base flashing ply covering curb with 6 inches (152 mm) on to field of the roof.
4. Install a second ply of modified flashing ply installed over the base flashing ply, 9 inches (228 mm) on to field of the roof. Attach top of membrane to top of wood curb and nail at 8 inches (203 mm) o.c. Apply a three-course application of mastic and mesh at all vertical seams and install white roofing granules into fresh mastic.
5. Install metal exhaust fan over the wood nailers and flashing to act as counterflashing. Fasten per manufacturer's recommendation.

K. Roof Drain:
1. Plug drain to prevent debris from entering plumbing.
2. Taper insulation to drain minimum of 24 inches (609 mm) from center of drain.
3. Install two base flashing plies (40 inch square minimum) in bitumen.
4. Set lead/copper flashing (30 inch square minimum) in 1/4 inch (6 mm) bed of mastic. Run lead/copper into drain a minimum of 2 inches (50 mm). Prime lead/copper at a rate of 100 square feet per gallon and allow to dry.
5. Run roof system plies over drain. Cut out plies inside drain bowl.
6. Install modified membrane (48 inch square minimum) in bitumen.
7. Install clamping ring and assure that all plies are under the clamping ring.
8. Remove drain plug and install strainer.

L. Plumbing Stack:
1. Minimum stack height is 12 inches (609 mm).
2. Run roof system over the entire surface of the roof. Seal the base of the stack with elastomeric sealant.
3. Set lead/copper flashing in 1/4 inch (6 mm) bed of mastic.
4. Prime flange of new sleeve. Install properly sized sleeves set in 1/4 inch (6 mm) bed of roof cement.
5. Install base flashing ply in bitumen.
6. Install membrane in bitumen.
7. Caulk the intersection of the membrane with elastomeric sealant.
8. Install factory lead cap (counter flashing) proper size and fit must be installed at all pipe penetrations.

M. Heat Stack:
1. Minimum stack height is 12 inches (609 mm).
2. Run roof system over the entire surface of the roof. Seal the base of the stack with elastomeric sealant.
3. Prime flange of new sleeve. Install properly sized sleeves set in 1/4 inch (6 mm) bed of roof cement.
4. Install base flashing ply in bitumen.

5. Install modified membrane in bitumen.
6. Caulk the intersection of the membrane with elastomeric sealant.
7. Install new collar over cape. Weld collar or install stainless steel draw brand.

3.8. CLEANING

A. Clean-up and remove daily from the site all wrappings, empty containers, paper, loose particles and other debris resulting from these operations.

B. Remove asphalt markings from finished surfaces.

C. Repair or replace defaced or disfigured finishes caused by Work of this section.

3.9. PROTECTION

A. Provide traffic ways, erect barriers, fences, guards, rails, enclosures, chutes and the like to protect personnel, roofs and structures, vehicles and utilities.

B. Protect exposed surfaces of finished walls with tarps to prevent damage.

C. Plywood for traffic ways required for material movement over existing roofs shall be not less than 5/8 inch (16 mm) thick.

D. In addition to the plywood listed above, an underlayment of minimum 1/2 inch (13 mm) recover board is required on new roofing.

E. Special permission shall be obtained from the Manufacturer before any traffic shall be permitted over new roofing.

3.10. FIELD QUALITY CONTROL

A. Inspection: Provide manufacturer's field observations at start-up and two (2) days per week through project completion. Provide a final inspection upon completion of the Work.
1. Warranty shall be issued upon manufacturer's acceptance of the installation.
2. Field observations shall be performed by a representative employed full-time by the manufacturer and whose primary job description is to assist, inspect and approve membrane installations for the manufacturer.
3. Provide observation reports from the representative indicating procedures followed, weather conditions and any discrepancies found during inspection.
4. Provide a final report from the representative, certifying that the roofing system has been satisfactorily installed according to the project specifications, approved details and good general roofing practice.

3.11. SCHEDULES

A. Base (Ply) Sheet:
1. StressBase 80: 80 mil SBS (Styrene-Butadiene-Styrene) rubber modified roofing base sheet reinforced with a fiberglass scrim, performance requirements according to ASTM D 6163.
a. Tensile Strength, ASTM D 6163
1. .08 in/min. @ 0 +/- 3.6 deg. F MD 100 lbf/in XD 100 lbf/in
2. 2.0mm/min. @ -18 +/- 3 deg. C MD 17.5 kN/m XD 17.5 kN/m
b. Tear Strength, ASTM D 6163
1. .08 in/min. @ 73.4 +/- 3.6 deg. F MD 110 lbf XD 100 lbf

2. 50mm/min. @ 23 +/- 2 deg. C MD 489 N XD 444 N
c. Elongation at Maximum Tensile, ASTM D 5147
1. 2 in/min. @ 0 +/- 3.6 deg. F MD 4 % XD 4 %
2. 50mm/min@ -17.78 +/- 2 deg. C MD 4 % XD 4 %
d. Low Temperature Flexibility, ASTM D 6163, Passes -30 deg. F (-30 deg. C)

B. Modified Cap (Ply) Sheet:
1. StressPly Plus FR Mineral: 155 mil SBS (Styrene-Butadiene-Styrene) mineral surfaced, rubber modified roofing membrane reinforced with a fiberglass and polyester composite scrim. ASTM D 6162, Type III Grade G
a. Tensile Strength, ASTM D 5147
1. 2 in/min. @ 73.4 +/- 3.6 deg. F MD 310 lbf/in XD 310 lbf/in
2. 50 mm/min. @ 23 +/- 2 deg. C MD 54.25 kN/m XD 54.25 kN/m
b. Tear Strength, ASTM D 5147
1. 2 in/min. @ 73.4 +/- 3.6 deg. F MD 500 lbf XD 500 lbf
2. 50 mm/min. @ 23 +/- 2 deg. C MD 2224 N XD 2224 N
c. Elongation at Maximum Tensile, ASTM D 5147
1. 2 in/min. @ 73.4 +/- 3.6 deg. F MD 8% XD 8%
2. 50 mm/min. @ 23 +/- 2 deg. C MD 8% XD 8%
d. Low Temperature Flexibility, ASTM D 5147, Passes -30 deg. F (-34 deg. C)

C. Interply Adhesive:
1. Green-Lock Plus Membrane Adhesive: Cold applied solvent free membrane adhesive: low V.O.C. compliant performance requirements
a. Non-Volatile Content ASTM D 4586 100%
b. Density ASTM D1475 11.4 lbs./gal.
c. Viscosity Brookfield Spindle T-E at 5rpm 124,000 cPs.
d. Flash Point ASTM D 93 375 deg. F min. (191 deg. C)
e. Slope: up to 3:12

D. Flashing (Ply) Sheet:
1. StressBase 80: 80 mil SBS (Styrene-Butadiene-Styrene) rubber modified roofing base sheet reinforced with a fiberglass scrim, performance requirements according to ASTM D 6163.
a. Tensile Strength, ASTM D 6163
1. .08 in/min. @ 0 +/- 3.6 deg. F MD 100 lbf/in XD 100 lbf/in
2. 2.0mm/min. @ -18 +/- 3 deg. C MD 17.5 kN/m XD 17.5 kN/m
b. Tear Strength, ASTM D 6163
1. .08 in/min. @ 73.4 +/- 3.6 deg. F MD 110 lbf XD 100 lbf
2. 50mm/min. @ 23 +/- 2 deg. C MD 489 N XD 444 N
c. Elongation at Maximum Tensile, ASTM D 5147
1. 2 in/min. @ 0 +/- 3.6 deg. F MD 4 % XD 4 %
2. 50mm/min@ -17.78 +/- 2 deg. C MD 4 % XD 4 %
d. Low Temperature Flexibility, ASTM D 6163, Passes -30 deg. F (-30 deg. C)

E. Flashing Ply Adhesive:
1. Green-Lock Plus: Cold applied solvent free flashing adhesive: low V.O.C.
a. Non-Volatile Content ASTM D 4586 100%.
b. Density ASTM D 1475 11.8 lbs./gal. (1kg/l)
c. Flash Point ASTM D 93 375 deg. F (191 deg. C)
d. Viscosity Brookfield. 122,500 cPs.

F. Surfacing:
    1. Flashing Cap (Ply) Sheet:
        a. StressPly Plus FR Mineral: 155 mil SBS (Styrene-Butadiene-Styrene) mineral surfaced, rubber modified roofing membrane reinforced with a fiberglass and polyester composite scrim. ASTM D 6162, Type III Grade G
            1. Tensile Strength, ASTM D 5147
                a. 2 in/min. @ 73.4 +/- 3.6 deg. F MD 310 lbf/in XD 310 lbf/in
                b. 50 mm/min. @ 23 +/- 2 deg. C MD 54.25 kN/m XD 54.25 kN/m
            2. Tear Strength, ASTM D 5147
                a. 2 in/min. @ 73.4 +/- 3.6 deg. F MD 500 lbf XD 500 lbf
                b. 50 mm/min. @ 23 +/- 2 deg. C MD 2224 N XD 2224 N
            3. Elongation at Maximum Tensile, ASTM D 5147
                a. 2 in/min. @ 73.4 +/- 3.6 deg. F MD 8% XD 8%
                b. 50 mm/min. @ 23 +/- 2 deg. C MD 8% XD 8%
            4. Low Temperature Flexibility, ASTM D 5147, Passes -30 deg. F (-34 deg. C)

G. Coating:
    1. White Elastomeric Roof Coating:
        a. Pyramic Plus Acrylic Roof Coating: White, Non Toxic, Fire Retardant Roof Coating.
            1. Non Volatile 63%
            2. Density 11.7lb. / gal
            3. VOC <50 gal./l
            4. Reflectance 0.83
            5. Emittance 0.90
            6. SRI 104

End Of Section

SECTION 07 62 00
SHEET METAL FLASHING AND TRIM

1.GENERAL

1. RELATED DOCUMENTS
   A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.
2. SUMMARY
   A. Section Includes:
      1. Manufactured through-wall flashing with counterflashing
      2. Formed low-slope roof sheet metal fabrications.
      3. Formed wall, coping, and soffit sheet metal fabrications.
      4. Formed equipment support flashing
      5. Surface mounted counter flashing
      6. Manufactured reglets and counter flashing
      7. Edge metal / gravel stop and cleat flashing
      8. Gutters & Downspouts
   B. Related Sections:
      1. Section 01 11 00 -Summary of Work
      2. Section 06 10 00 – Rough Carpentry
      3. Section 07 22 00 – Roof Insulation
      4. Section 07 55 00 – Modified Bituminous Membrane Roofing
3. COORDINATION
   A. Coordinate sheet metal flashing and trim layout and seams with sizes and locations of penetrations to be flashed, and joints and seams in adjacent materials.
   B. Coordinate sheet metal flashing and trim installation with adjoining roofing and wall materials, joints, and seams to provide leak proof, secure, and noncorrosive installation.
4. PREINSTALLATION MEETINGS
   A. Pre Installation Conference: Conduct conference at Project site.
      1. Review construction schedule. Verify availability of materials, Installer's personnel, equipment, and facilities needed to make progress and avoid delays.
      2. Review special roof details, roof drainage, roof-penetration flashing, equipment curbs, and condition of other construction that affect sheet metal flashing and trim.
      3. Review requirements for insurance and certificates if applicable.
      4. Review sheet metal flashing observation and repair procedures after flashing installation.
5. SUBMITTALS
   A. Product Data: For each type of product.
      1. Include construction details, material descriptions, dimensions of individual components and profiles, and finishes for each manufactured product and accessory.
   B. Shop Drawings: For sheet metal flashing and trim.
      1. Include plans, elevations, sections, and attachment details.
      2. Detail fabrication and installation layouts, expansion-joint locations, and keyed details. Distinguish between shop- and field-assembled work.

3. Include identification of material, thickness, weight, and finish for each item and location in Project.
4. Include details for forming, including profiles, shapes, seams, and dimensions.
5. Include details for joining, supporting, and securing, including layout and spacing of fasteners, cleats, clips, and other attachments. Include pattern of seams.
6. Include details of termination points and assemblies.
7. Include details of expansion joints and expansion-joint covers, including showing direction of expansion and contraction from fixed points.
8. Include details of roof-penetration flashing.
9. Include details of edge conditions, including eaves, ridges, valleys, rakes, crickets, and counter flashings as applicable.
10. Include details of special conditions.
11. Include details of connections to adjoining work.
12. Detail formed flashing and trim at scale of not less than 3 inches per 12 inches

C. Samples for Initial Selection: For each type of sheet metal and accessory indicated with factory-applied finishes.

D. Samples for Verification: For each type of exposed finish.
1. Sheet Metal Flashing: 12 inches (300 mm) long by actual width of unit, including finished seam and in required profile. Include fasteners, cleats, clips, closures, and other attachments.
2. Trim, Metal Closures, Expansion Joints, Joint Intersections, and Miscellaneous Fabrications: 12 inches (300 mm) long and in required profile. Include fasteners and other exposed accessories.

6. INFORMATIONAL SUBMITTALS

A. Qualification Data: For fabricator.

B. Product Certificates: For each type of coping and roof edge flashing that is ANSI SPRI ES-1 tested.

C. Product Test Reports: For each product, for tests performed by a qualified testing agency.

D. Sample Warranty: For special warranty.

7. CLOSEOUT SUBMITTALS

A. Maintenance Data: For sheet metal flashing and trim, and its accessories, to include in maintenance manuals.

8. QUALITY ASSURANCE

A. Fabricator Qualifications: Employs skilled workers who custom fabricate sheet metal flashing and trim similar to that required for this Project and whose products have a record of successful in-service performance.
1. For copings and roof edge flashings that are SPRI ES-1 tested, shop shall be listed as able to fabricate required details as tested and approved.

9. DELIVERY, STORAGE, AND HANDLING

A. Do not store sheet metal flashing and trim materials in contact with other materials that might cause staining, denting, or other surface damage. Store sheet metal flashing and trim materials away from uncured concrete and masonry.

B. Protect strippable protective covering on sheet metal flashing and trim from exposure to sunlight and high humidity, except to extent necessary for period of sheet metal flashing and trim installation.

10. WARRANTY

A. Owner shall receive one (1) 30 Year No Dollar Limit warranty from manufacturer of roofing materials covering all of the following criteria. Multiple warranties are not acceptable.

1. Pre-finished metal material shall require a written twenty (20)-year non-prorated warranty covering fade, chalking and film integrity. The material shall not show a color change greater than 5 NBS color units per ASTM D2244 or chalking excess of 8 units per ASTM D659. If either occurs material shall be replaced per warranty, at no cost to the Owner.
2. Changes: Changes or alterations in the edge metal system without prior written consent from the manufacturer shall render the system unacceptable for a warranty.
3. Warranty shall commence on date of substantial completion or final payment, whichever is agreed by contract.
4. The Contractor shall provide the Owner with a notarized written warranty assuring that all sheet metal work including caulking and fasteners to be watertight and secure for a period of two years from the date of final acceptance of the building. Warranty shall include all materials and workmanship required to repair any leaks that develop, and make good any damage to other work or equipment caused by such leaks or the repairs thereof.
5. Installing roofing contractor shall be responsible for the installation of the edge metal system in general accordance with the membrane manufacturer's recommendations.
6. Installing contractor shall certify that the edge metal system has been installed per the manufacturer's printed details and specifications.
7. One manufacturer shall provide a 30 Year No Dollar Limit Warranty as a single warranty for all accessory metal for flashings, metal edges and copings, along with the warranty for metal roof areas, membrane roof areas, and any transitions between two different material types.

2.PRODUCTS

1. PERFORMANCE REQUIREMENTS

A. General: Sheet metal flashing and trim assemblies shall withstand wind loads, structural movement, thermally induced movement, and exposure to weather without failure due to defective manufacture, fabrication, installation, or other defects in construction. Completed sheet metal flashing and trim shall not rattle, leak, or loosen, and shall remain watertight.

B. Sheet Metal Standard for Flashing and Trim: Comply with NRCA's "The NRCA Roofing Manual" and SMACNA's "Architectural Sheet Metal Manual" requirements for dimensions and profiles shown unless more stringent requirements are indicated.

C. Sheet Metal Standard for Copper: Comply with CDA's "Copper in Architecture Handbook." Conform to dimensions and profiles shown unless more stringent requirements are indicated.

D. SPRI Wind Design Standard: Manufacture and install roof edge flashings tested according to SPRI ES-1 and capable of resisting the following design pressure:

1. Design Pressure: As indicated on Drawings.

E. Thermal Movements: Allow for thermal movements from ambient and surface temperature changes to prevent buckling, opening of joints, overstressing of components, failure of joint sealants, failure of connections, and other detrimental

effects. Base calculations on surface temperatures of materials due to both solar heat gain and nighttime-sky heat loss.

1. Temperature Change: 120 deg F (67 deg C), ambient; 180 deg F (100 deg C), material surfaces.

2. COPING

A. The design is based upon roofing systems engineered and manufactured by the Garland Company:

The Garland Company, Inc.
Dan McCready
Telephone: (916) 865-7753
Email: dmccready@garlandco.com

1. General: Product designations for the materials used in this section shall be based on performance characteristics of the R-MER Edge System manufactured by the Garland Company, Cleveland, OH, and shall form the basis of the contract documents.
2. R-Mer Edge Fascia or Extruded Fascia Continuous Cant
   a. Zinc-coated steel, ASTM A653, coating designation G-90, in thickness of 0.0299 nom./ 22 gauge, 36" to 48" by coil length, chemically treated, commercial or lock-forming quality.
3. R-Mer Edge Coping Chairs
   a. Zinc-coated steel, ASTM A653, coating designation G-90, in thickness of 0.0635 nom./ 16 gauge, 36" to 48" by coil length, chemically treated, commercial or lock-forming quality.
4. R-Mer Edge Fascia/drip edge
   a. Zinc-coated steel, ASTM A653, coating designation G-90, in thickness of 22 gauge, 36" to 48" by coil length, chemically treated, commercial or lock-forming quality.
5. R-Mer Edge Coping
   a. Zinc-coated steel, ASTM A653, coating designation G-90, in thickness of 22 gauge 36" to 48" by coil length, chemically treated, commercial or lock-forming quality.

3. SHEET METALS

A. General: Protect mechanical and other finishes on exposed surfaces from damage by applying strippable, temporary protective film before shipping.

B. Metallic-Coated Steel Sheet: Provide zinc-coated (galvanized) steel sheet according to ASTM A 653/A 653M, G90 (Z275) coating designation; prepainted by coil-coating process to comply with ASTM A 755/A 755M.
   1. Surface: Smooth, flat and with manufacturer's standard clear acrylic coating on both sides.
   2. Exposed Coil-Coated Finish:
      a. Two-Coat Fluoropolymer: AAMA 621. Fluoropolymer finish containing not less than 70 percent PVDF resin by weight in both color coat and clear topcoat. Prepare, pretreat, and apply coating to exposed metal surfaces to comply with coating and resin manufacturers' written instructions.
   3. Color: Match Architect's sample
   4. Concealed Finish: Pretreat with manufacturer's standard white or light-colored acrylic or polyester backer finish, consisting of prime coat and wash coat with minimum total dry film thickness of 0.5 mil (0.013 mm).

4. UNDERLAYMENT MATERIALS
   A. Self-Adhering, High-Temperature Sheet: Minimum 45 mils thick, consisting of a slip-resistant polyethylene- or polypropylene-film top surface laminated to a layer of butyl- or SBS-modified asphalt adhesive, with release-paper backing; specifically designed to withstand high metal temperatures beneath metal roofing. Provide primer according to written recommendations of underlayment manufacturer.
      1. The Garland Company Inc., 3800 E. 91st Street Cleveland OH 44105; R-Mer Seal self-adhering underlayment. Local Representative: Dan McCready (916) 865-7753 dmccready@garlandco.com
      2. Thermal Stability: ASTM D 1970; stable after testing at 240 deg F or higher.
      3. Low-Temperature Flexibility: ASTM D 1970; passes after testing at minus 20 deg F or lower.
   B. Slip Sheet: Rosin-sized building paper, 3 lb/100 sq. ft. minimum.
5. MISCELLANEOUS MATERIALS
   A. General: Provide materials and types of fasteners, solder, protective coatings, sealants, and other miscellaneous items as required for complete sheet metal flashing and trim installation and as recommended by manufacturer of primary sheet metal unless otherwise indicated.
   B. Fasteners: Wood screws, annular threaded nails, self-tapping screws, self-locking rivets and bolts, and other suitable fasteners designed to withstand design loads and recommended by manufacturer of primary sheet metal or manufactured item.
      1. General: Blind fasteners or self-drilling screws, gasketed, with hex-washer head.
         a. Exposed Fasteners: Heads matching color of sheet metal using plastic caps or factory-applied coating. Provide metal-backed EPDM or PVC sealing washers under heads of exposed fasteners bearing on weather side of metal.
         b. Blind Fasteners: High-strength aluminum or stainless-steel rivets suitable for metal being fastened.
         c. Spikes and Ferrules: Same material as gutter; with spike with ferrule matching internal gutter width.
      2. Fasteners for Zinc-Tin Alloy-Coated Stainless-Steel Sheet: Series 300 stainless steel.
   C. Solder:
      1. For Zinc-Coated (Galvanized) Steel: ASTM B 32, Grade Sn50, 50 percent tin and 50 percent lead or Grade Sn60, 60 percent tin and 40 percent lead with maximum lead content of 0.2 percent.
   D. Sealant Tape: Pressure-sensitive, 100 percent solids, polyisobutylene compound sealant tape with release-paper backing. Provide permanently elastic, nonsag, nontoxic, nonstaining tape 1/2 inch wide and 1/8 inch thick.
   E. Elastomeric Sealant: ASTM C 920, elastomeric polyurethane polymer sealant; of type, grade, class, and use classifications required to seal joints in sheet metal flashing and trim and remain watertight.
   F. Butyl Sealant: ASTM C 1311, single-component, solvent-release butyl rubber sealant; polyisobutylene plasticized; heavy bodied for hooked-type expansion joints with limited movement.
   G. Bituminous Coating: Cold-applied asphalt emulsion according to ASTM D 1187.
   H. Asphalt Roofing Cement: ASTM D 4586, asbestos free, of consistency required for application.

6. FABRICATION, GENERAL
   A. General: Custom fabricate sheet metal flashing and trim to comply with details shown and recommendations in cited sheet metal standard that apply to design, dimensions, geometry, metal thickness, and other characteristics of item required. Fabricate sheet metal flashing and trim in shop to greatest extent possible.
      1. Fabricate sheet metal flashing and trim in thickness or weight needed to comply with performance requirements, but not less than that specified for each application and metal.
      2. Obtain field measurements for accurate fit before shop fabrication.
      3. Form sheet metal flashing and trim to fit substrates without excessive oil canning, buckling, and tool marks; true to line, levels, and slopes; and with exposed edges folded back to form hems.
      4. Conceal fasteners and expansion provisions where possible. Do not use exposed fasteners on faces exposed to view.
   B. Fabrication Tolerances: Fabricate sheet metal flashing and trim that is capable of installation to a tolerance of 1/4 inch in 20 feet on slope and location lines indicated on Drawings and within 1/8-inch offset of adjoining faces and of alignment of matching profiles.
   C. Expansion Provisions: Form metal for thermal expansion of exposed flashing and trim.
      1. Form expansion joints of intermeshing hooked flanges, not less than 1 inch deep, filled with butyl sealant concealed within joints.
      2. Use lapped expansion joints only where indicated on Drawings.
   D. Sealant Joints: Where movable, non expansion-type joints are required, form metal to provide for proper installation of elastomeric sealant according to cited sheet metal standard.
   E. Fabricate cleats and attachment devices from same material as accessory being anchored or from compatible, noncorrosive metal.
   F. Seams: Fabricate nonmoving seams with flat-lock seams. Form seams and seal with elastomeric sealant unless otherwise recommended by sealant manufacturer for intended use.
   G. Do not use graphite pencils to mark metal surfaces.
7. ROOF-DRAINAGE SHEET METAL FABRICATIONS
   A. Hanging Gutters: Fabricate to cross section required, complete with end pieces, outlet tubes, and other accessories as required. Fabricate in minimum 96-inch-long sections. Furnish flat-stock gutter brackets and flat-stock gutter spacers and straps fabricated from same metal as gutters, of size recommended by cited sheet metal standard but with thickness not less than dimension indicated on Drawings. Fabricate expansion joints, expansion-joint covers, gutter bead reinforcing bars, and gutter accessories from same metal as gutters. Shop fabricate interior and exterior corners.
      1. Gutter Profile: Style B according to cited sheet metal standard.
      2. Expansion Joints: Butt type with cover plate.
      3. Accessories: Continuous, removable leaf screen with sheet metal frame and hardware cloth screen.
      4. Gutters with Girth up to 15 Inches: Fabricate from the following materials:
         a. Galvanized Steel: 22 gauge thickness.

B. Downspouts: Fabricate downspouts per plans and details or per size per CA plumbing code. Fabricate from the following materials unless otherwise shown on drawings.
   1. Galvanized Steel: 22 gauge thickness.
C. Conductor Heads: Fabricate conductor heads with flanged back and stiffened top edge and of dimensions and shape required, complete with outlet tubes, exterior flange trim, and built-in overflows. Fabricate from the following materials:
   1. Galvanized Steel: 22 gauge thickness.

8. WALL SHEET METAL FABRICATIONS
   A. Through-Wall Flashing: Fabricate continuous flashings in minimum 96-inch- long, but not exceeding 12-foot long, sections, under copings, and at shelf angles. Fabricate discontinuous lintel, sill, and similar flashings to extend 6 inches beyond each side of wall openings; and form with 2-inch high, end dams. Fabricate from the following materials:
      1. Galvanized Steel: 22 gauge thickness.
   B. Opening Flashings in Frame Construction: Fabricate head, sill, jamb, and similar flashings to extend 4 inches beyond wall openings. Form head and sill flashing with 2-inch high, end dams. Fabricate from the following materials:
      1. Galvanized Steel: 22 gauge thickness.
   C. Wall Expansion-Joint Cover: Fabricate from the following materials:
      1. Galvanized Steel: 22 gauge thickness.
9. MISCELLANEOUS SHEET METAL FABRICATIONS
   A. Equipment Support Flashing: Fabricate from the following materials:
      1. Galvanized Steel: 22 gauge thickness.
   B. Overhead-Piping Safety Pans: Fabricate from the following materials:
      1. Galvanized Steel: 22 gauge thickness.

3.EXECUTION

1. EXAMINATION
   A. Examine substrates, areas, and conditions, with Installer present, for compliance with requirements for installation tolerances, substrate, and other conditions affecting performance of the Work.
      1. Verify compliance with requirements for installation tolerances of substrates.
      2. Verify that substrate is sound, dry, smooth, clean, sloped for drainage, and securely anchored.
      3. Verify that air- or water-resistant barriers have been installed over sheathing or backing substrate to prevent air infiltration or water penetration.
   B. Proceed with installation only after unsatisfactory conditions have been corrected.
2. UNDERLAYMENT INSTALLATION
   A. Self-Adhering Sheet Underlayment: Install self-adhering sheet underlayment, wrinkle free. Prime substrate if recommended by underlayment manufacturer. Comply with temperature restrictions of underlayment manufacturer for installation; use primer for installing underlayment at low temperatures. Apply in shingle fashion to shed water, with end laps of not less than 6 inches staggered 24 inches between courses. Overlap side edges not less than 3-1/2 inches. Roll laps and edges with roller. Cover underlayment within 14 days.
   B. Apply slip sheet, wrinkle free, directly on substrate before installing sheet metal flashing and trim.

3. INSTALLATION, GENERAL

A. General: Anchor sheet metal flashing and trim and other components of the Work securely in place, with provisions for thermal and structural movement. Use fasteners, solder, protective coatings, separators, sealants, and other miscellaneous items as required to complete sheet metal flashing and trim system.
   1. Install sheet metal flashing and trim true to line, levels, and slopes. Provide uniform, neat seams with minimum exposure of solder, welds, and sealant.
   2. Install sheet metal flashing and trim to fit substrates and to result in watertight performance. Verify shapes and dimensions of surfaces to be covered before fabricating sheet metal.
   3. Space cleats not more than 12 inches apart. Attach each cleat with at least two fasteners. Bend tabs over fasteners.
   4. Install exposed sheet metal flashing and trim with limited oil canning, and free of buckling and tool marks.
   5. Torch cutting of sheet metal flashing and trim is not permitted.
   6. Do not use graphite pencils to mark metal surfaces.

B. Metal Protection: Where dissimilar metals contact each other, or where metal contacts pressure-treated wood or other corrosive substrates, protect against galvanic action or corrosion by painting contact surfaces with bituminous coating or by other permanent separation as recommended by sheet metal manufacturer or cited sheet metal standard.
   1. Coat concealed side of stainless-steel sheet metal flashing and trim with bituminous coating where flashing and trim contact wood, ferrous metal, or cementitious construction.
   2. Underlayment: Where installing sheet metal flashing and trim directly on cementitious or wood substrates, install underlayment and cover with slip sheet.

C. Expansion Provisions: Provide for thermal expansion of exposed flashing and trim. Space movement joints at maximum of 10 feet with no joints within 24 inches of corner or intersection.
   1. Form expansion joints of intermeshing hooked flanges, not less than 1 inch deep, filled with sealant concealed within joints.
   2. Use lapped expansion joints only where indicated on Drawings.

D. Fasteners: Use fastener sizes that penetrate wood blocking or sheathing not less than 1-1/4 inches for nails and not less than 3/4 inch for wood screws.

E. Conceal fasteners and expansion provisions where possible in exposed work and locate to minimize possibility of leakage. Cover and seal fasteners and anchors as required for a tight installation.

F. Seal joints as required for watertight construction.
   1. Use sealant-filled joints unless otherwise indicated. Embed hooked flanges of joint members not less than 1 inch into sealant. Form joints to completely conceal sealant. When ambient temperature at time of installation is between 40 and 70 deg F, set joint members for 50 percent movement each way. Adjust setting proportionately for installation at higher ambient temperatures. Do not install sealant-type joints at temperatures below 40 deg F.
   2. Prepare joints and apply sealants to comply with requirements in Section 079200 "Joint Sealants."

G. Soldered Joints: Clean surfaces to be soldered, removing oils and foreign matter. Pre-tin edges of sheets with solder to width of 1-1/2 inches; however, reduce pre-tinning where pre-tinned surface would show in completed Work.
   1. Do not solder metallic-coated steel sheet.
   2. Do not pre-tin zinc-tin alloy-coated stainless steel.
   3. Do not use torches for soldering.
   4. Heat surfaces to receive solder, and flow solder into joint. Fill joint completely. Completely remove flux and spatter from exposed surfaces.
   5. Stainless-Steel Soldering: Tin edges of uncoated sheets, using solder for stainless steel and acid flux. Promptly remove acid flux residue from metal after tinning and soldering. Comply with solder manufacturer's recommended methods for cleaning and neutralization.
   6. Copper Soldering: Tin edges of uncoated sheets, using solder for copper.
   7. Copper-Clad Stainless-Steel Soldering: Tin edges of uncoated sheets, using solder for copper-clad stainless steel.

H. Rivets: Rivet joints in zinc where necessary for strength.

4. ROOF-DRAINAGE SYSTEM INSTALLATION

A. General: Install sheet metal roof-drainage items to produce complete roof-drainage system according to cited sheet metal standard unless otherwise indicated. Coordinate installation of roof perimeter flashing with installation of roof-drainage system.

B. Hanging Gutters: Join sections with riveted and soldered joints or joints sealed with sealant as shown and specified on drawings or summary/scope of work. Provide for thermal expansion. Attach gutters at eave or fascia to firmly anchor them in position. Provide end closures and seal watertight with sealant. Slope to downspouts.
   1. Fasten gutter spacers to front and back of gutter.
   2. Anchor and loosely lock back edge of gutter to continuous cleat, eave or apron flashing.
   3. Anchor back of gutter that extends onto roof deck with cleats spaced not more than 24 inches apart.
   4. Anchor gutter with gutter brackets and straps spaced not more than 24 inches apart to roof deck, unless otherwise indicated, and loosely lock to front gutter bead.
   5. Anchor gutter with spikes and ferrules spaced not more than 24 inches apart.
   6. Install gutter with expansion joints at locations indicated, but not exceeding, 50 feet apart. Install expansion-joint caps.
   7. Install continuous gutter screens on gutters with noncorrosive fasteners, removable for cleaning gutters.

C. Conductor Heads: Anchor securely to wall, with elevation of conductor head rim at minimum of 1 inch below gutter discharge.

D. Expansion-Joint Covers: Install expansion-joint covers at locations and of configuration indicated. Lap joints minimum of 4 inches in direction of water flow.

5. ROOF FLASHING INSTALLATION

A. General: Install sheet metal flashing and trim to comply with performance requirements, sheet metal manufacturer's written installation instructions, and cited sheet metal standard. Provide concealed fasteners where possible, and set units true to line, levels, and slopes. Install work with laps, joints, and seams that are permanently watertight and weather resistant.

B. Roof Edge Flashing: Anchor to resist uplift and outward forces according to recommendations in FM Global Property Loss Prevention Data Sheet 1-49 for FM Approvals' listing for required windstorm classification. All roof edge flashings are to incorporate a minimum 22 gauge continuous cleat.

C. Copings: Anchor to resist uplift and outward forces according to recommendations in cited sheet metal standard unless otherwise indicated.
   1. Interlock exterior bottom edge of coping with continuous cleat anchored to substrate at 24-inch centers.
   2. Anchor interior leg of coping with washers and screw fasteners through slotted holes at 24-inch centers.

D. Copings: Anchor to resist uplift and outward forces according to recommendations in FM Global Property Loss Prevention Data Sheet 1-49 for specified FM Approvals' listing for required windstorm classification.

E. Pipe or Post Counterflashing: Install counterflashing umbrella with close-fitting collar with top edge flared for elastomeric sealant, extending minimum of 4 inches over base flashing. Install stainless-steel draw band and tighten.

F. Counterflashing: Coordinate installation of counterflashing with installation of base flashing. Insert counterflashing in reglets or receivers and fit tightly to base flashing. Extend counterflashing 4 inches over base flashing. Lap counterflashing joints minimum of 4 inches. Secure in waterproof manner by means of interlocking folded seam or blind rivets and sealant, anchor and washer at 36-inch centers unless otherwise indicated.

G. Roof-Penetration Flashing: Coordinate installation of roof-penetration flashing with installation of roofing and other items penetrating roof. Seal with elastomeric sealant and clamp flashing to pipes that penetrate roof.

6. WALL FLASHING INSTALLATION

A. General: Install sheet metal wall flashing to intercept and exclude penetrating moisture according to cited sheet metal standard unless otherwise indicated. Coordinate installation of wall flashing with installation of wall-opening components such as windows, doors, and louvers.

B. Through-Wall Flashing: Installation of through-wall flashing is specified in Section 042000 "Unit Masonry."Section092400 "Cement Plastering."

C. Opening Flashings in Frame Construction: Install continuous head, sill, jamb, and similar flashings to extend 4 inches beyond wall openings.

7. MISCELLANEOUS FLASHING INSTALLATION

A. Equipment Support Flashing: Coordinate installation of equipment support flashing with installation of roofing and equipment. Weld or seal flashing with elastomeric sealant to equipment support member.

B. Overhead-Piping Safety Pans: Suspend pans from structure above, independent of other overhead items such as equipment, piping, and conduit, unless otherwise indicated on Drawings. Pipe and install drain line to plumbing waste or drainage system.

8. ERECTION TOLERANCES

A. Installation Tolerances: Shim and align sheet metal flashing and trim within installed tolerance of 1/4 inch in 20 feet on slope and location lines indicated on Drawings and within 1/8-inch offset of adjoining faces and of alignment of matching profiles.

B. Installation Tolerances: Shim and align sheet metal flashing and trim within installed tolerances specified in MCA's "Guide Specification for Residential Metal Roofing."

9. CLEANING AND PROTECTION

A. Clean exposed metal surfaces of substances that interfere with uniform oxidation and weathering.

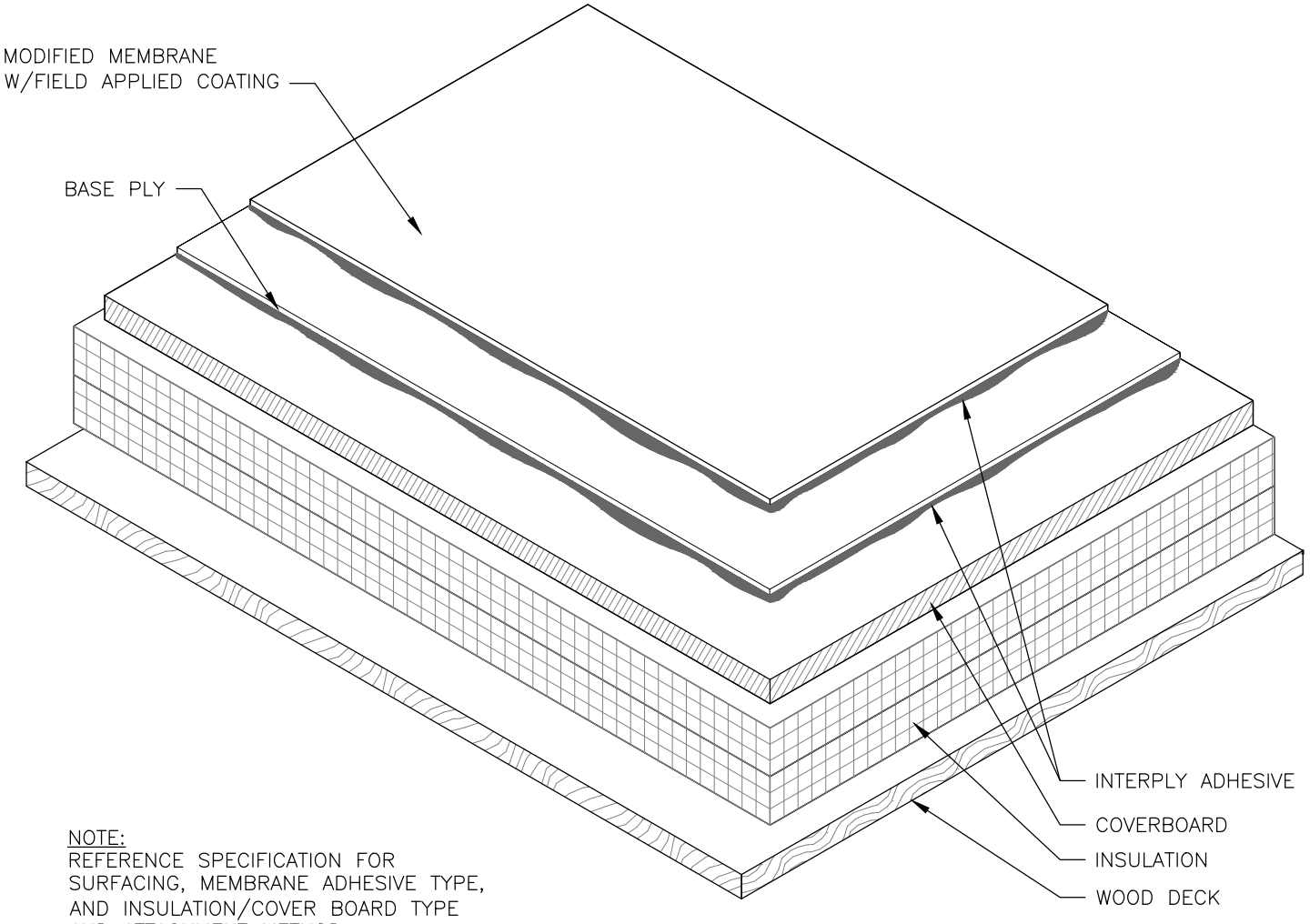
B. Clean and neutralize flux materials. Clean off excess solder.

C. Clean off excess sealants.

D. Remove temporary protective coverings and strippable films as sheet metal flashing and trim are installed unless otherwise indicated in manufacturer's written installation instructions. On completion of sheet metal flashing and trim installation, remove unused materials and clean finished surfaces as recommended by sheet metal flashing and trim manufacturer. Maintain sheet metal flashing and trim in clean condition during construction.

E. Replace sheet metal flashing and trim that have been damaged or that have deteriorated beyond successful repair by finish touchup or similar minor repair procedures.

END OF SECTION 07 62 00



NOTE:
REFERENCE SPECIFICATION FOR SURFACING, MEMBRANE ADHESIVE TYPE, AND INSULATION/COVER BOARD TYPE AND ATTACHMENT METHOD.

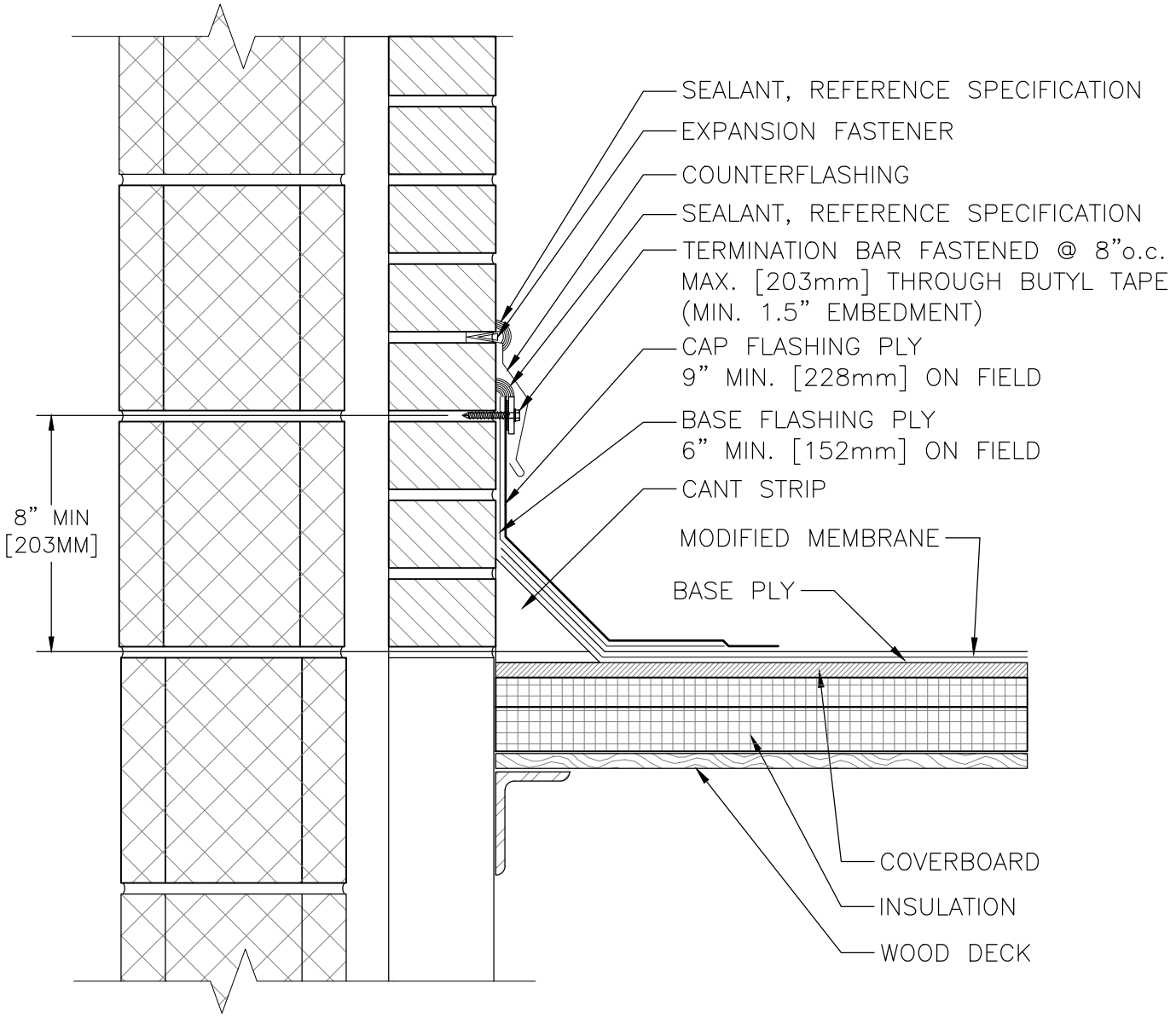
DRAWINGS ON 8½"x11 TITLE BLOCKS ARE NOT TO SCALE.

TYPICAL ROOF SYSTEM - COATED SURFACE

THE GARLAND COMPANY, INC.
GARLAND CANADA, INC.
THE GARLAND COMPANY UK, LTD

since 1895

PROJECT:	
CUSTOMER:	
ARCHITECT:	
REPRESENTATIVE:	
DATE:	SHT:



NOTE:
REFERENCE SPECIFICATION FOR SURFACING, MEMBRANE ADHESIVE TYPE, AND INSULATION/COVER BOARD TYPE AND ATTACHMENT METHOD.

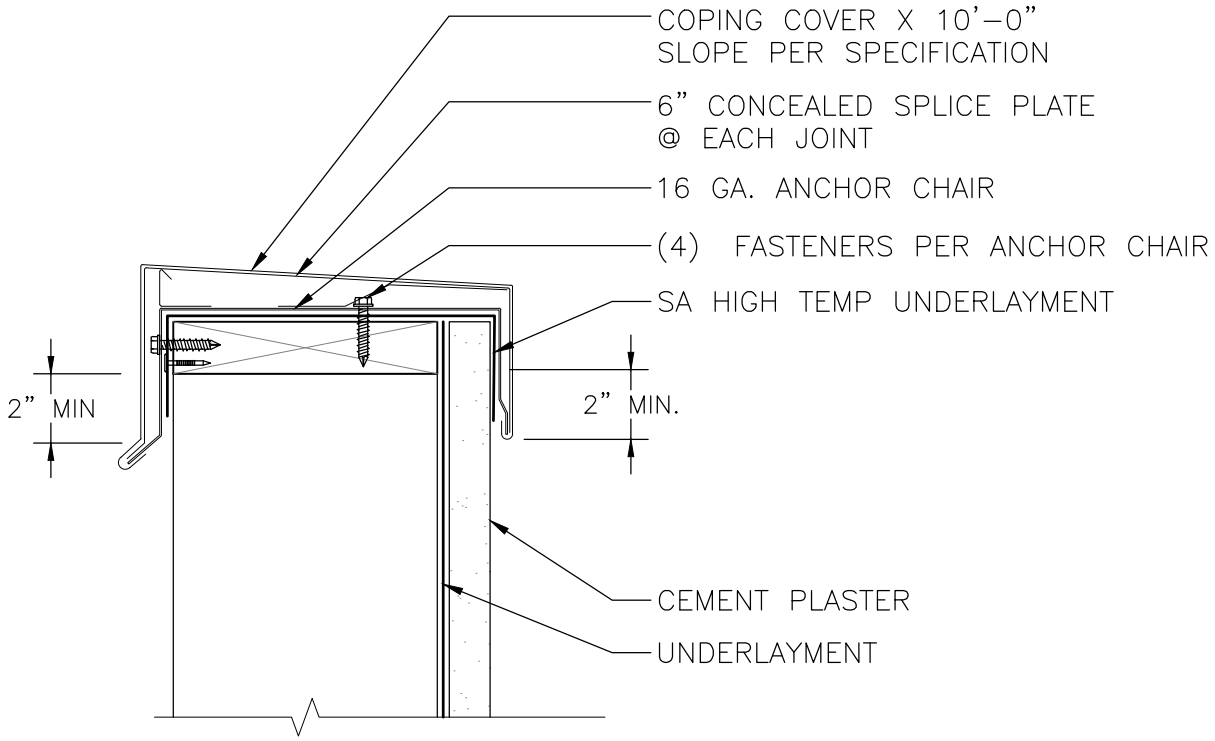
DRAWINGS ON 8½"x11 TITLE BLOCKS ARE NOT TO SCALE.

WALL FLASHING - REGLET MOUNTED COUNTERFLASHING

THE GARLAND COMPANY, INC.
GARLAND CANADA, INC.
THE GARLAND COMPANY UK, LTD

since 1895

PROJECT:	
CUSTOMER:	
ARCHITECT:	
REPRESENTATIVE:	
DATE:	SHT: 01



NOTE:
REFERENCE SPECIFICATION FOR SURFACING, MEMBRANE ADHESIVE TYPE, AND INSULATION/COVER BOARD TYPE AND ATTACHMENT METHOD.

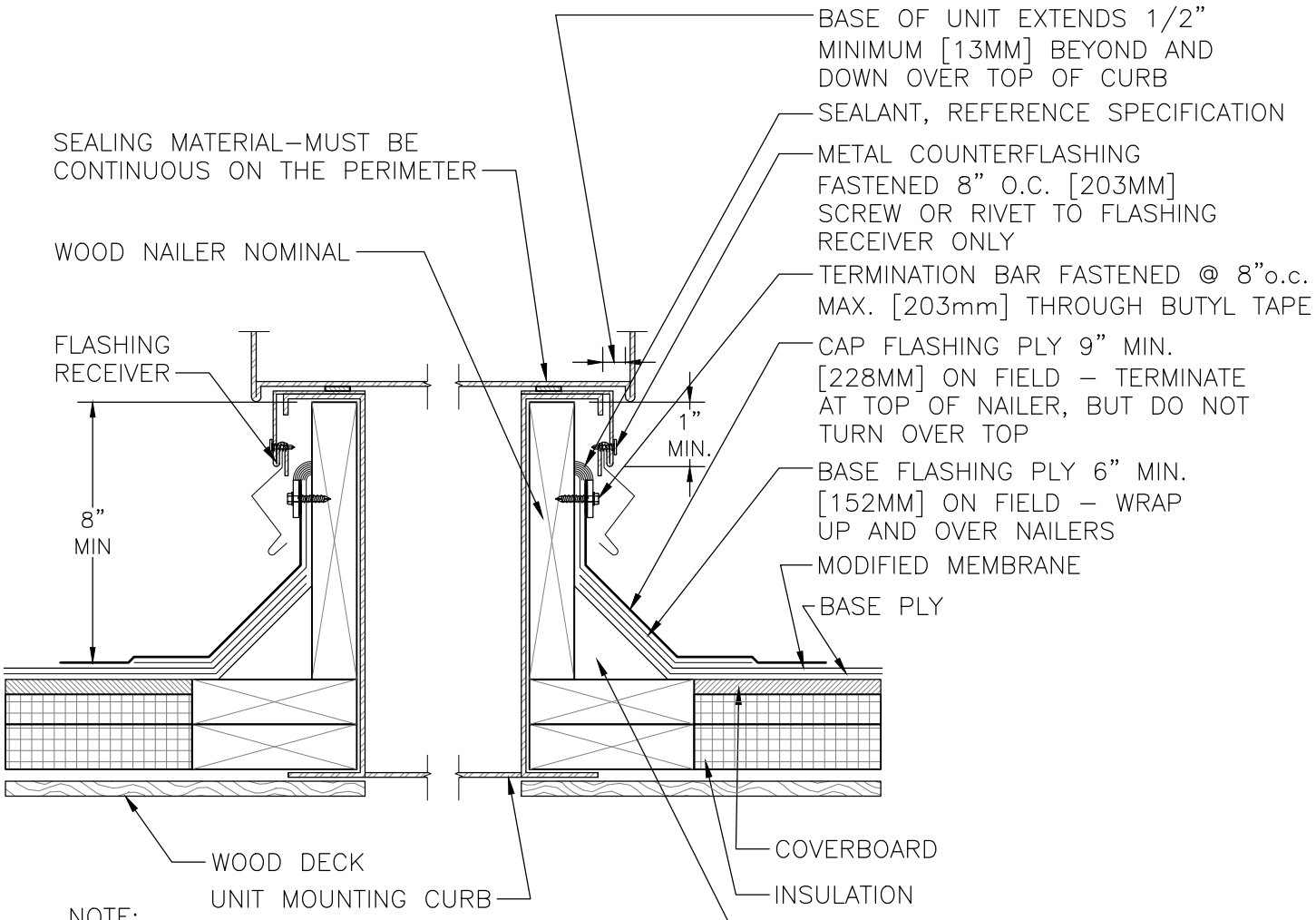
DRAWINGS ON 8½"x11 TITLE BLOCKS ARE NOT TO SCALE.

COPING CAP AT CEMENT PLASTER WALL

THE GARLAND COMPANY, INC.
GARLAND CANADA, INC.
THE GARLAND COMPANY UK, LTD

since 1895

PROJECT:	
CUSTOMER:	
ARCHITECT:	
REPRESENTATIVE:	
DATE:	SHT:



NOTE:
REFERENCE SPECIFICATION FOR SURFACING, MEMBRANE ADHESIVE TYPE, AND INSULATION/COVER BOARD TYPE AND ATTACHMENT METHOD.

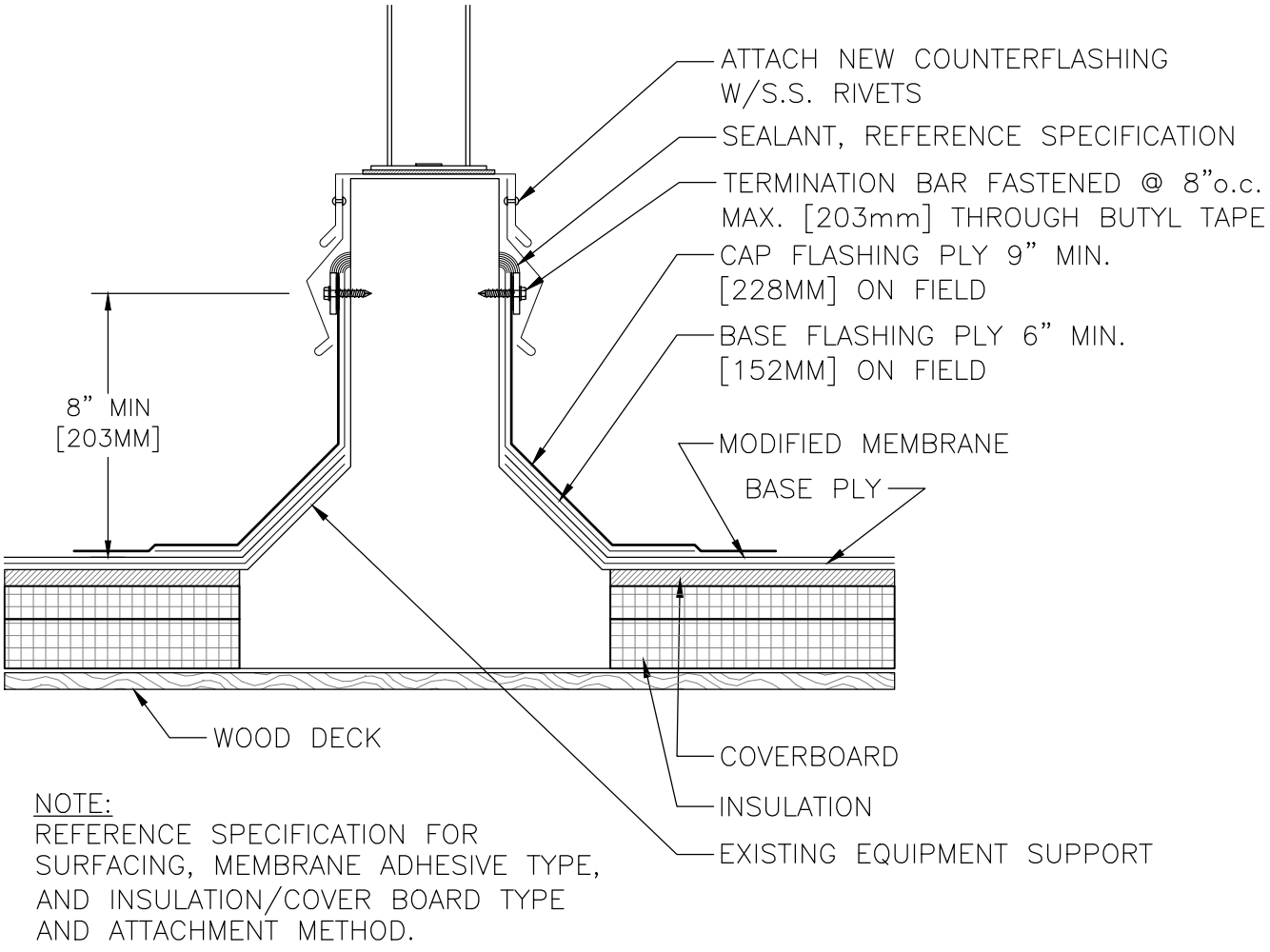
DRAWINGS ON 8½"x11 TITLE BLOCKS ARE NOT TO SCALE.

CURB DETAIL / AIR HANDLING STATION

THE GARLAND COMPANY, INC.
GARLAND CANADA, INC.
THE GARLAND COMPANY UK, LTD

since 1895

PROJECT:	
CUSTOMER:	
ARCHITECT:	
REPRESENTATIVE:	
DATE:	SHT:



NOTE:
REFERENCE SPECIFICATION FOR SURFACING, MEMBRANE ADHESIVE TYPE, AND INSULATION/COVER BOARD TYPE AND ATTACHMENT METHOD.

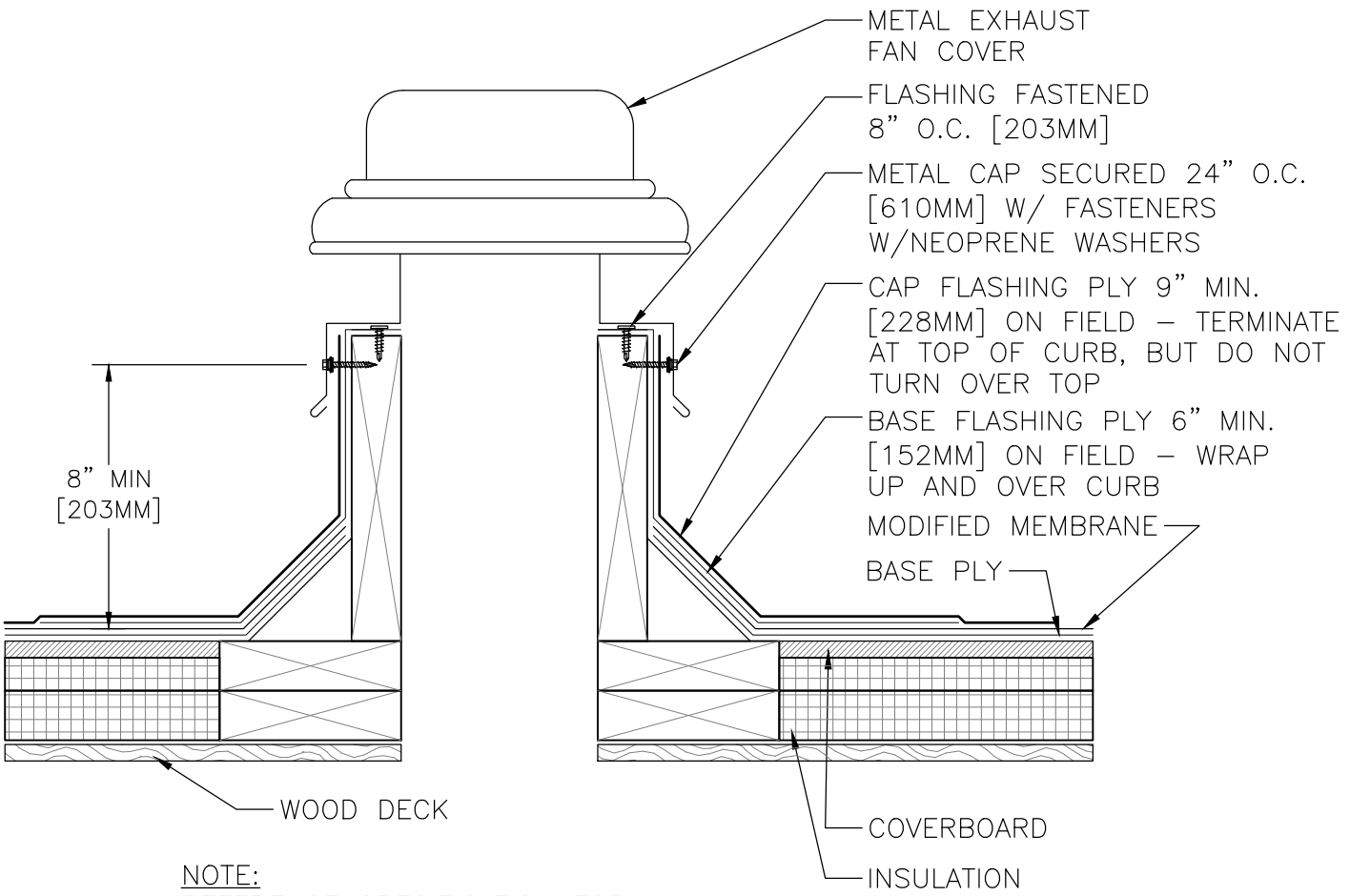
DRAWINGS ON 8½"x11 TITLE BLOCKS ARE NOT TO SCALE.

EQUIPMENT SUPPORT - PREMANUFACTURED - EXISTING

THE GARLAND COMPANY, INC.
GARLAND CANADA, INC.
THE GARLAND COMPANY UK, LTD

since 1895

PROJECT:	
CUSTOMER:	
ARCHITECT:	
REPRESENTATIVE:	
DATE:	SHT: 01



NOTE:
REFERENCE SPECIFICATION FOR SURFACING, MEMBRANE ADHESIVE TYPE, AND INSULATION/COVER BOARD TYPE AND ATTACHMENT METHOD.

DRAWINGS ON 8½"x11 TITLE BLOCKS ARE NOT TO SCALE.

EXHAUST FAN

THE GARLAND COMPANY, INC.
GARLAND CANADA, INC.
THE GARLAND COMPANY UK, LTD

since 1895

PROJECT:	
CUSTOMER:	
ARCHITECT:	
REPRESENTATIVE:	
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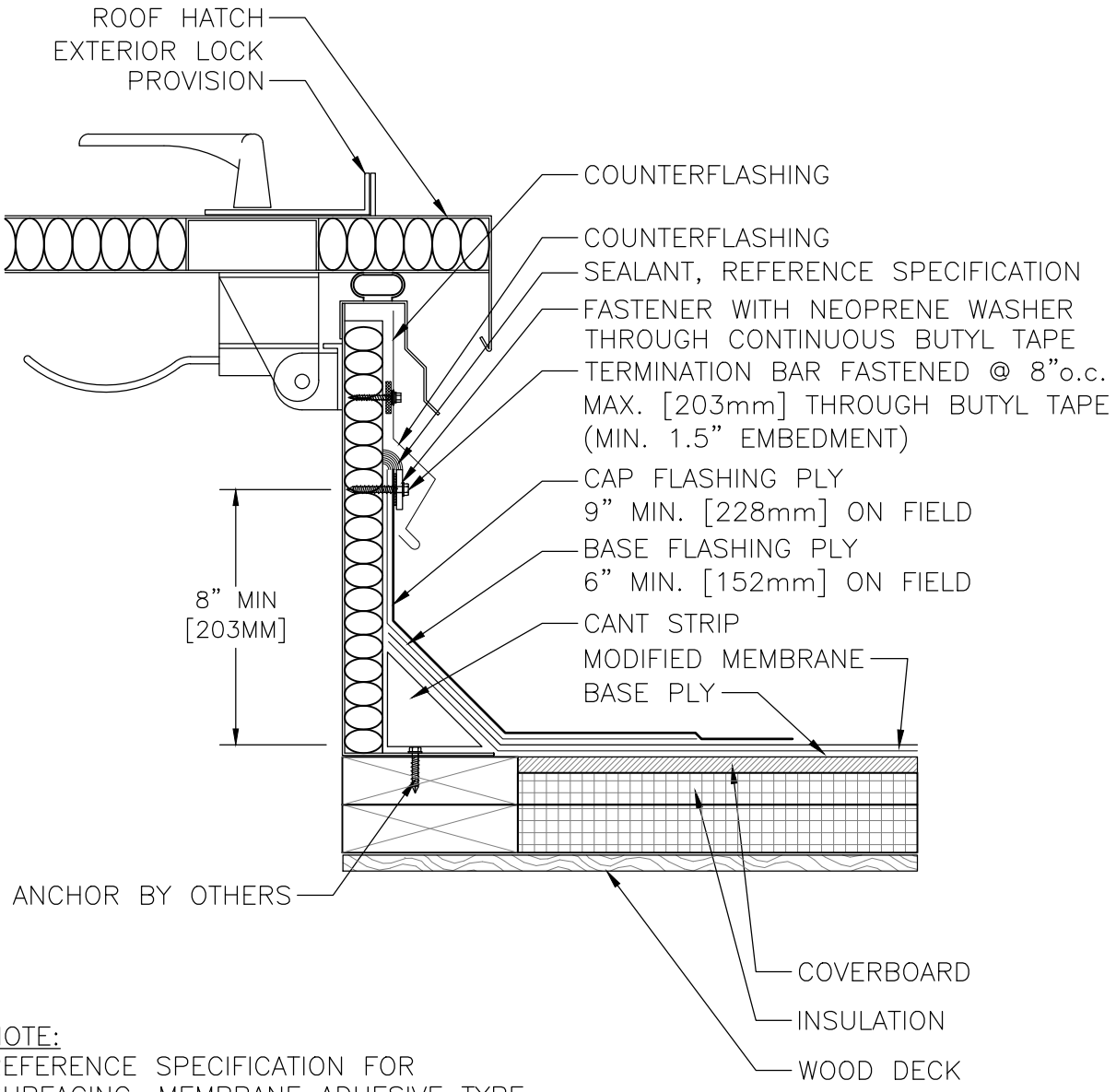


NOTE:
REFERENCE SPECIFICATION FOR SURFACING, MEMBRANE ADHESIVE TYPE, AND INSULATION/COVER BOARD TYPE AND ATTACHMENT METHOD.

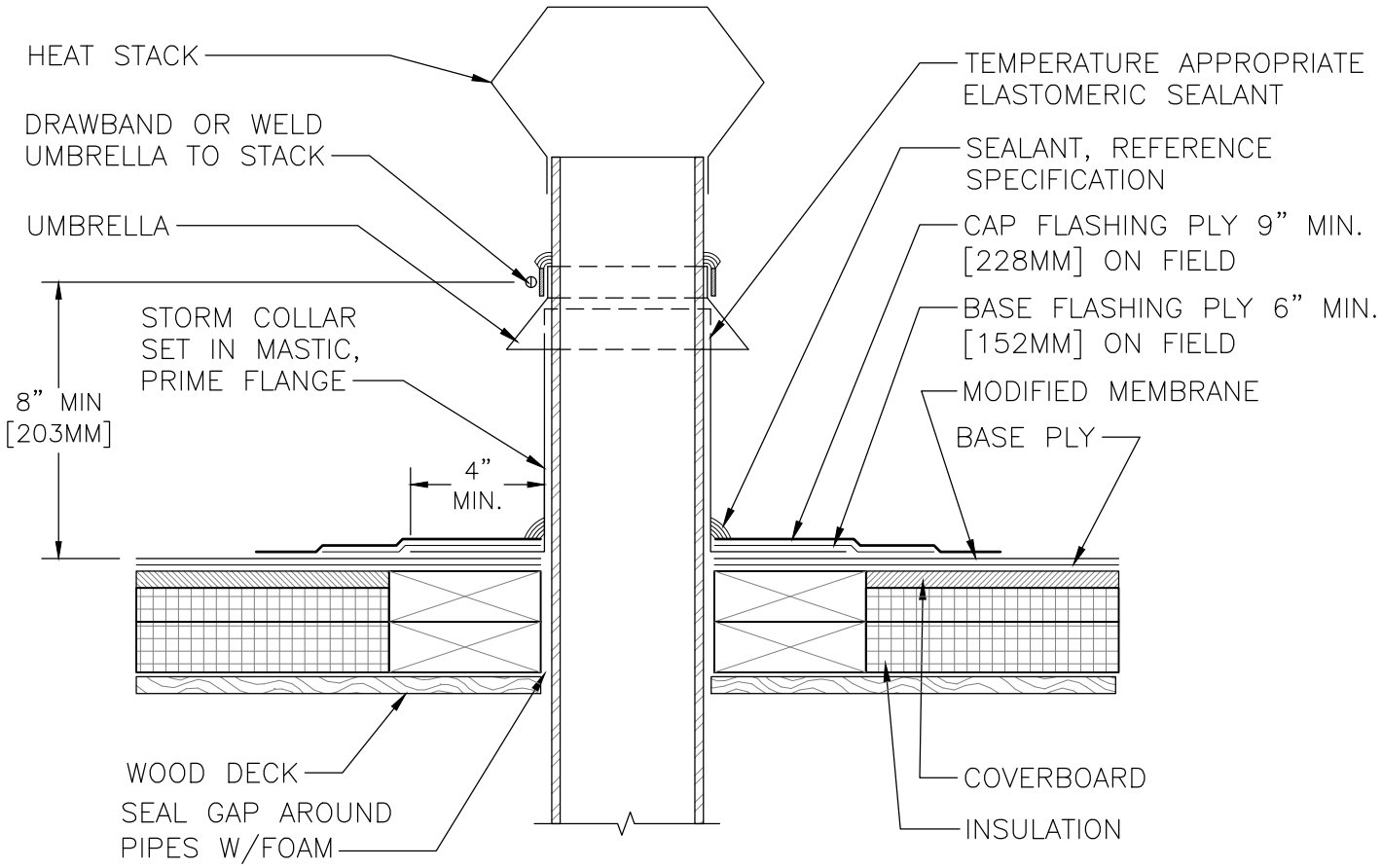
DRAWINGS ON 8½"x11 TITLE BLOCKS ARE NOT TO SCALE.

HATCH DETAIL

THE GARLAND COMPANY, INC.
GARLAND CANADA, INC.
THE GARLAND COMPANY UK, LTD

since 1895

PROJECT:	
CUSTOMER:	
ARCHITECT:	
REPRESENTATIVE:	
DATE:	SHT: 01



NOTE:
REFERENCE SPECIFICATION FOR SURFACING, MEMBRANE ADHESIVE TYPE, AND INSULATION/COVER BOARD TYPE AND ATTACHMENT METHOD.

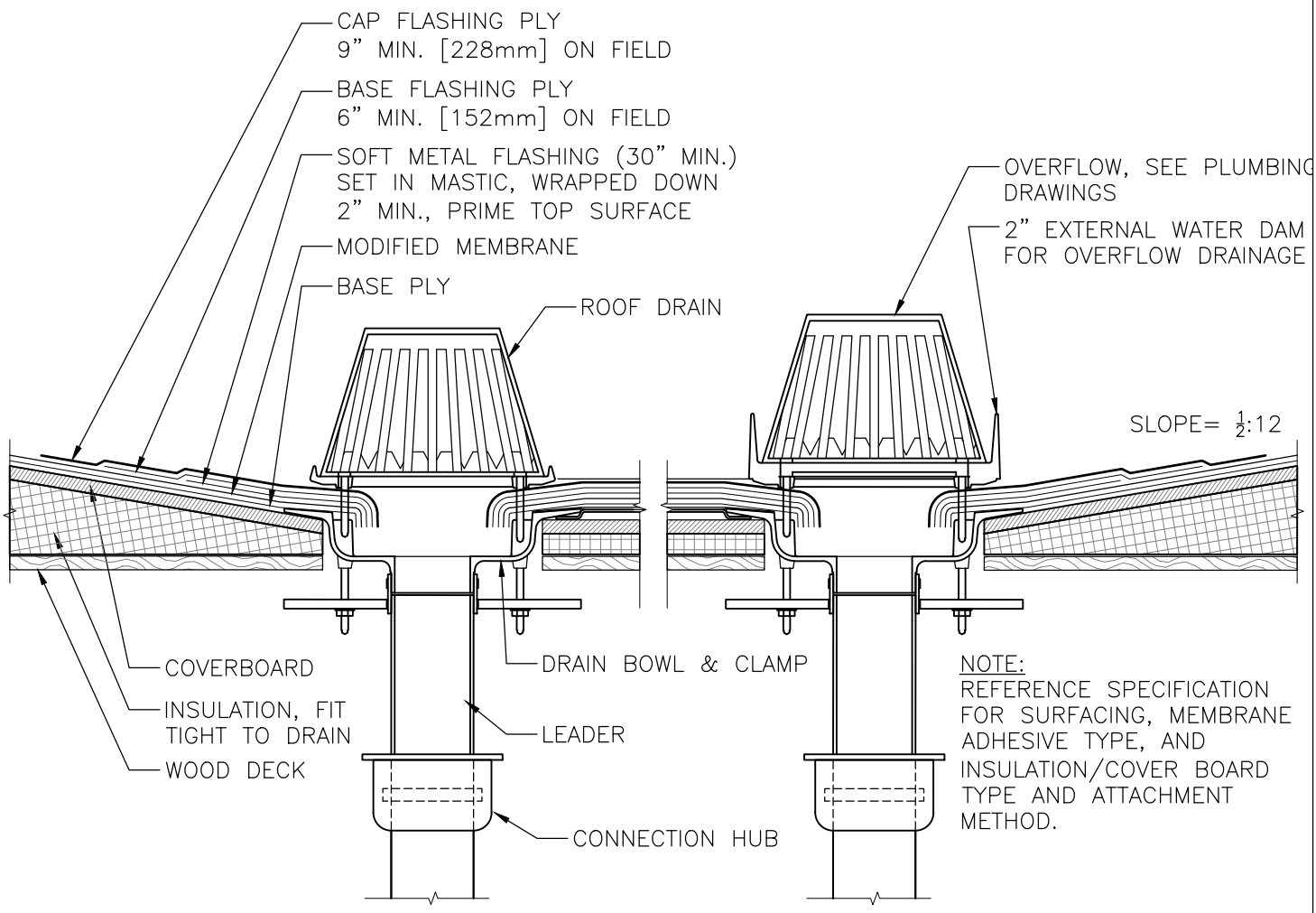
DRAWINGS ON 8½"x11 TITLE BLOCKS ARE NOT TO SCALE.

HEAT STACK

THE GARLAND COMPANY, INC.
GARLAND CANADA, INC.
THE GARLAND COMPANY UK, LTD

since 1895

PROJECT:	
CUSTOMER:	
ARCHITECT:	
REPRESENTATIVE:	
DATE:	SHT:



DRAWINGS ON 8 1/2"x11 TITLE BLOCKS ARE NOT TO SCALE.

ROOF DRAIN AND OVERFLOW SUMPED

THE GARLAND COMPANY, INC.
GARLAND CANADA, INC.
THE GARLAND COMPANY UK, LTD

since 1895

PROJECT:	
CUSTOMER:	
ARCHITECT:	
REPRESENTATIVE:	
DATE:	SHT: 01 OF 01