

ORANGEVALE RECREATION & PARK DISTRICT

Minutes of Meeting of Board of Directors January 13, 2022

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on January 13, 2022, at the District Office. Director Stickney called the meeting to order at 6:31 p.m.

Directors present: Stickney, Swenson, Brunberg, Montes,
Directors absent: Meraz (arrived @ 6:33 p.m.)
Staff present: Barry Ross, District Administrator
Horacio Oropeza, Park Superintendent
Jason Bain, Recreation Supervisor
Melyssa Woodford, Admin. Services Supervisor
Nadia Khkhokhar Roberts, Recreation Coordinator

3. **PLEDGE OF ALLEGIANCE** The Pledge of Allegiance was not conducted.

4. **APPROVAL OF AGENDA**
MOTION #1 On a motion by Director Montes, seconded by Director Brunberg, the agenda was approved by a vote of 4-0-0 with Directors Stickney, Swenson, Brunberg, and Montes voting Aye. There were no Nays or Abstentions. Director Meraz was 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 of October 14, 2021 (pg 1-6): On a motion by Director Montes seconded by Director Stickney, the minutes were approved by a vote of 3-0-2 with Directors Meraz, Brunberg, & Montes voting Aye. There were no Nays. Directors Stickney & Swenson abstained.
MOTION #3 b) Approval of Minutes of the Special Meeting of December 2, 2021 (pg 7-8): On a motion by Director Montes seconded by Director Brunberg, the minutes were approved by a vote of 5-0-0 with Directors Stickney, Meraz, Brunberg, Swenson, & Montes voting Aye. There were no Nays or Abstentions.
MOTION #4 c) Approval of Minutes of the Regular Meeting of December 9, 2021 (pg 9-19): On a motion by Director Montes seconded by Director Brunberg, the minutes were approved by a vote of 4-0-1 with Directors Stickney, Meraz, Swenson, & Montes voting Aye. There were no Nays. Director Brunberg abstained.

7. CORRESPONDENCE

- a) Articles in the Orangevale View on the history of the large evergreen Holiday Tree at the Community Center, and the Holiday Tree Lighting event. (pg. 20): Admin Ross extended appreciation to the Orangevale View for the great articles and publicity for the Community Tree Lighting event held on December 3, 2021. Kudos to Recreation Coordinator Roberts for her marketing and planning and the hard-working staff to provide a successful event.
- b) Advertisements in the Orangevale View that features our Polar Bear Plunge, youth basketball, and TigerSharks swim team. (pg. 21): The latest Orangevale View featured several OVparks activities. Admin Ross and Supt. Oropeza participated along with many residents in this year's Polar Bear Plunge.

8. CONSENT CALENDAR

MOTION #5

- a) On a motion by Director Brunberg, seconded by Director Montes, the consent calendar was approved by a vote of 5-0-0 with Directors Stickney, Swenson, Brunberg, Meraz and Montes, voting Aye. There were no Nays or Abstentions.

8.1. CONSENT MATTERS GENERAL FUND

- a) Ratification of Claims for November 2021 (pg 22-23)
- b) Budget Status Report for November 2021 (pg 24-26)
- c) Revenue Report for November 2021 (pg 27)
- d) Ratification of Claims for December 2021 (pg 28-29)
- e) Budget Status Report for December 2021 (pg 30-32)
- f) Revenue Report for December 2021 (pg 33)

8.2. OLLAD CONSENT MATTERS

- a) Ratification of Claims for November 2021 (pg 34-35)
- b) Budget Status Report for November 2021 (pg 36-37)
- c) Ratification of Claims for December 2021 (pg 38-39)
- d) Budget Status Report for November 2021 (pg 40-41)

8.3. KENNETH GROVE CONSENT MATTERS

- a) Ratification of Claims for November 2021 (pg 42)
- b) Budget Status Report for November 2021 (pg 43)
- c) Ratification of Claims for December 2021 (pg 44)
- d) Budget Status Report for December 2021 (pg 45)

9. NON-CONSENT MATTERS GENERAL FUND

MOTION #6

MOTION #7

- a) Ratification of Claims for November 2021 (pg 46)
On a motion by Director Swenson seconded by Director Brunberg, the Ratification of Claims for November 2021 was approved by a vote of 4-0-1 with Directors Stickney, Meraz, Brunberg, & Swenson voting Aye. There were no Nays. Director Montes abstained.
- b) Ratification of Claims for December 2021 (pg 47)
On a motion by Director Brunberg seconded by Director Meraz, the Ratification of Claims for December 2021 was approved by a vote of 4-0-1 with Directors Stickney, Meraz, Brunberg, & Swenson voting Aye. There were no Nays. Director Montes abstained.

**10. STANDING
COMMITTEE
REPORTS**

- a) Administration and Finance: This committee met on December 15, 2021 (pg 48): Admin Ross advised the committee discussed options available to cover the approximately \$606,000 anticipated pool improvement costs. In addition, a timeline for budget preparation for the next fiscal year was discussed. Pool funding discussion will be addressed in a subsequent agenda item tonight.
- b) Maintenance and Operation: No report.
- c) Recreation Committee: No report. Scheduled to meet on January 21.
- d) Personnel & Policy: No report.
- e) Government: No report.
- f) Planning Committee: No report.
- g) Trails Committee: Trails Committee: No report.
- h) Ad Hoc: No report.

**11. ADMINISTRATOR'S
REPORT**

- a) Monthly Activity Report – December 2021 (pg 49-53):
On December 14, Admin Ross and Board Directors Stickney and Meraz met with City of Citrus Heights staff at City Hall to review the plans for the Arcade Cripple Creek Trail project. It was good to meet with the city and get their perspective and expertise. They are committed to measures which ensure a safe and well-planned trail. The total amount within the OVparks two parks affected is less than one-sixth of the entire trail.

On December 17 we received welcomed news from the State of California that OVparks would be receiving \$250,009 in Covid Relief Funds to help offset the negative impact the pandemic had on our District expenditures and revenue.

On December 28, Admin Ross submitted the District's Prop 68 Per Capita grant application to the State of California Department of Parks and Recreation. The grant is in the amount of \$198,708 with a District match of \$49,677. Admin Ross extended appreciation to Supt. Von Aesch for her assistance in the process for submission.

FECF Report had minimal activity during the month of December.

Park Supt. Oropeza advised trees will be planted at the Community Center Park by end of February to replace the ones removed. Bids for concrete work near the Shady Oaks Disc Golf are being accepted will be presented at the February BOD meeting. Areas outside the designated parking areas at the Shady Oaks Disc Golf will be addressed to prevent vehicle access to those areas. Staff removed two downed trees at Orangevale Community Park in the disk golf area. One of the trees was blocking the creek near hole #9. The trees were knocked down during recent storms. Staff worked with SMUD contractor in the pruning of several trees along the powerlines.

Recreation Coordinator Roberts thanked the staff and volunteers for their hard work throughout the month of December.

Recreation Supervisor Jason Bain advised half year projections have been exceeded. Approximately fifty participated in the 2022 Polar Bear Plunge and soup for the event was donated by Applebees restaurant.

12. UNFINISHED BUSINESS

Update on Arcade Cripple Creek Trail Project

Admin Ross presented an update to the projected timeline presented to OVParks from the City of Citrus Heights for the trail project. The final draft plans were posted on the City of Citrus Heights website on December 6 for public comments to be submitted. January 4 was the final day for the public to submit questions and comments. On January 31 the City of Citrus Heights will incorporate recommended comments and post their responses to all comments received on their city website. The plans are anticipated to be complete at the end of February 2022. The California Transportation Commission is expected to release approval of construction funds in mid-March. On April 1, the City of Citrus Heights will be sending out a call for bids and will open bids on May 1. The City of Citrus Heights City Council will award the contract around May 26. Notice to proceed with the project is targeted to be issued on June 15. Director Stickney advised that this project has been planned for approximately twenty-four years. The Board of Directors have always supported the project. Upon opening discussion to public comments, Admin Ross introduced Tom DiGiacomo, Woodmore Oaks neighborhood representative, to speak regarding the Arcade Cripple Creek Trail Project. Mr. DiGiacomo expressed concern with the lack of lighting, trail access adjustments indicated, on-going motor bike traffic within the trail, and trail pedestrian crossing on public streets. Director Stickney advised that Sacramento County is responsible for the concerns Mr. DiGiacomo stated about safety on Highwood Way and Woodmore Oaks Dr. He offered to meet and walk the area with Mr. DiGiacomo and Admin Ross to visualize the areas of concern. Admin Ross advised that the dirt bike photos provided by Mr. DiGiacomo have been forwarded to Park Supt. Oropeza and the FECPD.

Admin Ross introduced Peg Pinard, Orangevale resident, to speak regarding the trail project. Peg expressed concern with the pedestrian crossing at Fair Oaks Blvd. citing traffic hazards and high potential for pedestrian injury. She also disagrees with the size and height of the proposed bridge within the trail, and the excessive number of trees being removed unnecessarily from the trail area. She encouraged OVparks to be skeptical of what they are being told by the City of Citrus Heights.

Director Stickney advised that the changes to the bridge are required to meet existing laws in place. The trees cut back or removed by SMUD were not approved through the City of Citrus Heights or OVparks. Director Montes suggested OVparks request that SMUD provide a summary of work completed in the Sundance Park portion of the Arcade Cripple Creek Trail in June 2021 for full review.

Chelsea Bryden, provided a comment in the Chatbox to encouraged OVparks to meet with Sacramento County regarding the crosswalk at the 7-11 to determine any potential alternate locations. She shared concerns with safety due to vehicle speed since she moved to the area in November 2021.

Admin Ross will coordinate a walkthrough with resident Tom DiGiacomo from the Sundance Trail to the proposed crosswalk location near the 7-11 convenience store.

Director Meraz indicated that Woodmore Oaks Drive is considered a Class C roadway which indicates the traffic population and residential density. This will be a factor for crosswalk installation by traffic safety.

James A. provided comment in the Chatbox that the bridge is good enough and inquired if the crosswalk on Fair Oaks Blvd. will have a stoplight. He also added, "just build the trail".

Dennis & Gloria Turner commented of safety concerns with the transition from the trail onto the public street.

13. NEW BUSINESS

- a) Presentation: Susan Barnes with SCI Consulting Group will present Benefit Assessments as a funding option for the District. (pg 54-60):

Susan Barnes presented funding options for the District such as Assessments versus Bonds. Special Benefit Assessments were explained as an option similar to the current OLLAD funds. Any funding option should be determined by community support and what makes the most sense for the District. Suggested timeline of implementing surveys in February or March, ballots in May or June, counted and approved by the BOD for measure submission in August, to be eligible for the 2022/2023 tax bill.

Director Brunberg inquired if an assessment could finance payment of a loan, if necessary. Susan confirmed this would be acceptable.

Director Stickney referred any questions be presented to Admin Ross to be discussed at a future meeting.

MOTION #8

b) Presentation: Jon Isom from Isom Advisors will present General Obligation Bonds as a funding option for the District. (pg 61-75): Jon Isom, Financial Advisor, presented updated information regarding General Obligation Bonds. Typically the most common and cost effective tool for California Municipalities, GO Bonds are based on assessed value within the District, require a two-thirds vote, and are limited on how funds can be spent. Mr. Isom advised that a survey conducted revealed community members were in favor of the projects planned but tax sensitivities exist. Since the feedback from the community and data is no longer current, a tracking poll survey to gauge support is recommended. Based on the tracking poll response, revised financing and capital plans may be needed to reflect the support of the community. The cost to conduct the tracking poll will be approximately \$5,000-\$7,500. Mr. Isom indicated there is adequate time to put a GO Bond on the November 2022 Ballot. Admin Ross to forward the updated presentation to the Board of Directors.

c) Approve Resolution 22-01-680: Resolution Authorizing a 2021/22 Final Budget Amendment for Fund 332A (pg 76-77): Two capital projects occurring in this 2021/22 Fiscal Year that were unanticipated:

- The overflow parking lot and boulder project at the Shady Oaks Disc Golf course
- The outdoor fitness equipment area near the playground at Orangevale Community Park.

Neither of these projects were specifically budgeted for but became attractive to the District because of overall value and timing. Per the County, both projects qualify for funding with Park Development Fee funds (332I). The total funds proposed to be transferred from Park Development Fee funds into the General Fund (332A) is \$33,082. The Park Development Fee transfer is designated to backfill the General Fund for expenses incurred to construct the two identified capital improvement projects. Resolution 22-01-680 describes the expenditure and revenue accounts to be adjusted by this transfer, per County guidance.

On a motion by Director Montes, seconded by Director Swenson, the Resolution 22-01-680: Resolution Authorizing a 2021/22 Final Budget Amendment for Fund 332A, was approved by a vote of 5-0-0 with Directors Stickney, Meraz, Brunberg, Swenson, & Montes voting Aye. There were no Nays or Abstentions.

d) Approval for the District Administrator to provide Aquatic Design Group with list of pool repair items to meet our timeline of having the Pool Renovation Project begin by September 2022. (pg 78-81):

The 24-year-old Orangevale Community Pool is in need of renovations. Most importantly and costly is the cracking/leaking

MOTION #9

and the need for re-plastering. OVparks contracted with Aquatic Design Group to provide us with a needs assessment for our pool. Based on their report, the Planning Committee met on November 5, 2021, at the pool to inspect what the report outlined. From that meeting the committee determined which repair items should be done by pool contractors and which could be done with District staff. The cost estimate for contracted work is \$606,000 (see attached). On December 15, the Finance Committee met to review our budgets and help determine how best to fund this renovation. Between the General Fund Reserve, OLLAD, and other funding options, the Committee felt the District has the funds available for this important project. Admin Ross is to provide an updated status report at the March BOD meeting.

On a motion by Director Brunberg seconded by Director Montes, for the District Administrator to provide Aquatic Design Group with list of pool repair items to meet our timeline of having the Pool Renovation Project begin by September 2022, was approved by a vote of 5-0-0 with Directors Stickney, Meraz, Brunberg, Swenson, & Montes voting Aye. There were no Nays or Abstentions.

- e) Approval of the agreement with All Events Management Group to hold the Art Walk in the Park event at Orangevale Community Park on June 4, 2022 (pg 82-97): Lisa Montes from AEMG, Inc. submitted a special event application to hold *Art Walk in the Park* event at the Orangevale Community Park. The event will be held in the Oak/Filbert area and Pavilion/Stage area of the park. This event is designed to allow artists of all kinds to showcase their vision using chalk on the park pathways. There will be music and food, and alcohol will be sold in a designated area. Proceeds will provide scholarships for kids to attend art camp. This event will run from 11am to 4pm on June 4. The rental fee according to our fee schedule is \$667. The map and additional information will be provided by the applicant in May.

**MOTION #10 & #11
(amended)**

On a motion by Director Brunberg, seconded by Director Meraz, the agreement with All Events Management Group to hold the Art Walk in the Park event at Orangevale Community Park on June 4, 2022, without the terms or conditions of proceeds distribution, and with authorization to the District Administrator to execute the agreement, was approved by a vote of 3-0-2 with Directors Stickney, Meraz, & Brunberg voting Aye. There were no Nays. Directors Montes and Swenson abstained.

- f) Prop 68 Per Capita Grant update. (pg 98-100):
On December 28, Admin Ross submitted the District's Prop 68 Per Capita grant application to the State of California Department of Parks and Recreation. The grant is in the amount of \$198,708 with a District match of \$49,677. Admin Ross advised that

OGALS has approved the use of grant funding for the road between the Community Center parking lot and the new property. The remaining funding is approved for a trail to connect with Shackleton Woods. The approval stipulates the trail must have a designated beginning and destination. Park development fees would be utilized for any costs exceeding the grant amount for the trail.

g) Discuss using Sourcewell as a resource to secure contractors through a competitive bid process. (pg 101-106):

Administrator Ross and Superintendent Oropeza heard about Sourcewell as a valuable resource to utilize during the process of securing contractors for various facility repairs. After communications with Sourcewell representatives and reviewing their website (<https://www.sourcewell-mn.gov/>) and Executive Summary, they looked to be a business that would make that part of our jobs more efficient and thorough, with potential savings for the District financially. OVParks is interested in using Sourcewell from start-to-finish with a relatively uncomplicated job, which is replacing an air conditioning unit on Building #1 of the new property. We have provided them with the basic job specs, then they completed the scope of work, bid the job, and met us onsite with the contractor to inspect the job. They have provided us with a quote and work order. Before taking the next step to award the contract, information is being provided to the Board to ensure they are comfortable with this process which is new to the District.

Randy Horn, Director for Gordian, explained the benefits of utilizing Sourcewell for District bidding process. Sourcewell is a leading independent government public agency to procure and facilitate competitive bids for construction projects. Gordian, provider of construction cost data and expertise for all phases of the construction life cycle, is the awarded vendor to administer the program, scope, and work development, and streamline change order processes. Director Montes emphasized the desire of the District that contract opportunities be given to local businesses. Mr. Horn advised sub-contractor opportunities are available to local contractors, and that local contractors are encouraged to join Sourcewell to be eligible for contracts.

h) Covid-19 update (verbal):

CDC, Dept. of Public Health and Cal OSHA has recently provided updated guidance. Beginning tomorrow, January 14, 2022, staff will now be required to wear N95 masks, instead of cloth masks, at all times while inside the building. Indoor programming continues to require participants to wear masks per Sacramento County mandate currently in place.

i) Election of Board Officers for 2022. (pg 107):

The current Officers of the Board for calendar year 2021 are:

- Mike Stickney (Chairperson)
- Lisa Montes (Vice Chairperson)
- Erica Swenson (Secretary)

MOTION #12

On a motion by Director Montes seconded by Director Brunberg, the Election of Board Officer Positions for 2022 is to remain the same as 2021, was approved by a vote of 5-0-0 with Directors Stickney, Meraz, Brunberg, Swenson, & Montes voting Aye. There were no Nays or Abstentions.

- j) Board Committee assignments for 2022. (pg 108-109):
Director Stickney is to meet with Admin Ross to establish the committee assignments for 2022, which will likely be the same or similar as 2021. Director Stickney proposed adding an Ad-Hoc Committee designated for the Arcade Cripple Creek Trail project and how it relates to Sundance and Streng parks. The Ad-Hoc Committee will include Director Meraz (chairperson) and Director Montes. This committee is encouraged to meet prior to the February 2022 BOD Meeting.
- k) Request to move the March BOD meeting from 3/10 to 3/17 (verbal):
Due to a schedule conflict for several staff members attending the CPRS conference, the March BOD meeting was rescheduled to Thursday, March 17, 2022.

14. DIRECTOR AND STAFF COMMENTS

No comments were mentioned.

15. ITEMS FOR NEXT AGENDA

- a) Larry Bain – Fiscal Audit 2020/21
- b) Dennis Sarkisian – Rotary of Orangevale Grant
- c) Resolution for Fee Schedule
- d) Strategies for Assessment vs GO Bond discussion for partial approval with final approval at the March 2022.
- e) Resolutions for OLLAD and Kenneth Grove

16. ADJOURNMENT

MOTION #13

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 9:52 p.m. On a motion by Director Stickney, seconded by Director Brunberg, the adjournment was approved by a vote of 5-0-0 with Directors Stickney, Swenson, Brunberg, Meraz, and Montes, voting Aye. There were no Nays or Abstentions.

Lisa Montes, Vice Chairperson