

# ORANGEVALE RECREATION & PARK DISTRICT

## Minutes of Meeting of Board of Directors March 8, 2018

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on Thursday, March 8, 2018 at the District Office. Director Stickney called the meeting to order at 6:35 p.m.

Directors present: Meraz, Stickney, Swenson, Montes, Brunberg  
Staff present: Greg Foell, District Administrator  
Jennifer Von Aesch, Finance/HR Manager  
Melyssa Woodford, Administrative Services Coordinator  
Jason Bain, Recreation Supervisor

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 5-0-0 with Directors Stickney, Swenson, Brunberg, Montes, and Meraz voting Aye. There were no Abstentions or Nays.
5. **PUBLIC DISCUSSION** There was no public discussion.
6. **MINUTES**
  - a) Approval of Minutes of February 8, 2018 Meeting (pg 1-6): Director Montes questioned Motion #3, as she believed corrections were made to the minutes at the previous meetings that were not shown on the minutes. She asked that it be reflected that she abstained from the consent item regarding the Orangevale View. Admin. Foell will review the meeting recording and the minutes will be edited to reflect what was said. The February 8, 2018 minutes will be placed on the April 12, 2018 agenda for approval.
7. **CORRESPONDENCE**
  - a) Letter from Segal Consulting to the Sacramento County Employees' Retirement System (SCERS) Regarding Seven Year Projection of Employer Contribution Rates (pg 7-14): As Larry Bain had stated at a previous meeting, the discount rate changed at SCERS which caused the actuary reports to show the rates slowing climbing to reflect the change. It goes up 4.17% cumulatively over three years. For this year, the District is paying 26.92% which will increase gradually over the next several years. Admin. Foell discussed the SCERS retirement rates for Tier 3 and 5, which was dependent on when the employee joined SCERS. He noted that these projections could change based on yearly actuarial studies.

**8. CONSENT  
CALENDAR**

**MOTION #2**

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

**8.1 CONSENT  
MATTERS  
GENERAL FUND**

- a) Ratification of Claims for January 2018 (pg 15-16)
- b) Budget Status Report for January 2018 (pg 17-19)
- c) Revenue Report for January 2018 (pg 20)

**8.2. OLLAD  
CONSENT  
MATTERS**

- a) Ratification of Claims for January 2018 (pg 21-22)
- b) Budget Status Report for January 2018 (pg 23-24)

**8.3. KENNETH GROVE  
CONSENT  
MATTERS**

- a) Ratification of Claims for January 2018 (pg 25)
- b) Budget Status Report for January 2018 (pg 26)

**9. STANDING  
COMMITTEE  
REPORTS**

- a) Administration and Finance: No report.
- b) Maintenance and Operation: No report.
- c) Recreation Committee: No report.
- d) Personnel & Policy: No report.
- e) Government: No report.
- f) Planning Committee: No report.
- g) Trails Committee: No report.

**MOTION #3**

- h) Ad Hoc Disc Golf Committee – Recap of February 2, 2018 Meeting (pg 27-28): Admin. Foell encouraged the Board to review the minutes from the meeting. At the meeting, it was suggested that a survey be developed to gain community input regarding pay to play, the potential fees and how they would be used. The committee discussed projects for the course and timelines and budgets for said projects. If the committee approved the survey at the next Ad Hoc meeting, it would be discussed at the April Board of Directors meeting. Director Montes discussed the pros and cons of pay-to-play and the overall cost of running a golf course to ensure the District is not losing money while providing this service to residents. Several groups of people contribute to the disc golf course and so it would be difficult to pinpoint the costs and benefits of each. Director Brunberg felt a business plan should be developed for the course.

On a motion by Director Montes, seconded by Director Brunberg, the motion to direct staff to prepare a survey instrument and business plan/budget with assumptions and estimates for the disc

golf course Ad Hoc Committee was approved 5-0-0 with Directors Meraz, Brunberg, Stickney, Montes, and Swenson voting Aye. There were no Nays or Abstentions.

**10. ADMINISTRATOR'S REPORT**

- a) Monthly Activity Report – February 2018 (pg 29-34): Admin. Foell attended a meeting regarding the Big Day of Service on May 5<sup>th</sup>. A proposed idea was discussed with OV Rocks regarding the creation of a rock garden display for the Big Day of Service. He also attended two meetings to discuss the Orangevale Community Park Master Plan with staff and Peter Larimer from MTW including one meeting at the park. Interim Superintendent Wade provided a project list to inform the Board of what projects were being worked on at the parks recently. Admin. Foell highlighted the sustainable tree care lab for Sierra College at Almond Park. Trees were pruned while the class learned about tree structure. Supervisor Bain said swim team sign ups were going well. Coordinator Woodford highlighted that the Best Friends Bash was a hit with 30 participants, including interaction between seniors and toddlers. The magic show also went well with 87 participants. She also noted that the District's revenue had increased related to the trips, especially the Napa Wine Train.
- b) Update on the Land Swap with San Juan Unified School District (verbal): The District has collected all of the required reports. There were liens put on the parks back from when the District financed the original assessment district. The debt had been retired but it was still showing on the title reports, and so they are scheduled to be removed. The land swap process can move along once this was completed.
- c) Establish a Date for a Finance Committee Meeting – Proposed Date March 23, 2018 (verbal): Admin. Foell and the Board discussed possible dates for future meetings. The Finance Committee meeting will be moved to April 27<sup>th</sup>. The disc golf meeting will be held on April 4<sup>th</sup>. There are also several special events occurring in April. A master plan meeting will be held for Orangevale Community Park at the park. Invitations will be sent to residents within 1,000 feet of the park. A recreation committee meeting will be held May 1. Big Day of Service was on May 5<sup>th</sup>, and Admin. Foell encouraged the Board to participate. There will be a pancake breakfast and rally in the morning. 30 projects were scheduled to be completed and approximately 500 volunteers to participate.

**11. UNFINISHED BUSINESS**

There was no unfinished business to discuss.

**12. NEW BUSINESS  
MOTION #4**

- a) Approval of Resolution 18-03-591, Resolution Directing Preparation of the Engineer's Report for the Orangevale Landscaping and Lighting Assessment District (OLLAD) of the Orangevale Park and Recreation District (pg 35): On a motion by

Director Brunberg, seconded by Director Montes, the resolution was approved 5-0-0 with Directors Meraz, Brunberg, Stickney, Montes, and Swenson voting Aye. There were no Nays or Abstentions.

**MOTION #5**

- b) Approval of Resolution 18-03-592, Resolution Directing Preparation of the Engineer’s Report for the Kenneth Grove Landscaping and Lighting Assessment District of the Orangevale Park and Recreation District (pg 36): On a motion by Director Montes, seconded by Director Stickney, the resolution was approved 5-0-0 with Directors Meraz, Brunberg, Stickney, Montes, and Swenson voting Aye. There were no Nays or Abstentions.

**MOTION #6**

- c) Approval of Resolution 18-03-593, Resolution Calling the General District Election to be Consolidated with Statewide Election (pg 37-39): Admin. Foell submitted a change stating the candidate must be a registered voter living within the District boundaries. On a motion by Director Montes, seconded by Director Swenson, the resolution, with changes, was approved 5-0-0 with Directors Meraz, Brunberg, Stickney, Montes, and Swenson voting Aye. There were no Nays or Abstentions.

**MOTION #7**

- d) Approval of Settlement Agreement with TJR Resources, Inc. Regarding Orangevale Community Park Oak and Filbert Pathway Project (pg 40-42): This item was discussed at a prior meeting but the agreement did not have Thomas Murphy’s signature. The document now reflects his signature. On a motion by Director Montes, seconded by Director Brunberg, the settlement agreement was approved 5-0-0 with Directors Meraz, Brunberg, Stickney, Montes, and Swenson voting Aye. There were no Nays or Abstentions.

**MOTION #8**

- e) Approval of the Proposal from Warren Consulting Engineers, Inc. to Provide Consulting Services Including Surveying and Civil Design Drawings for the Community Center Park ADA Path of Travel Project in the Amount of \$9,500 (pg 43-45): As discussed previously, Admin. Foell noted that the District is not required to make all of the potential ADA improvements. This consultant will review the most important updates that need to be made and provide an estimate that Admin. Foell can present to the County for approval. He felt this will fulfill the 20% requirement and take care of the most necessary updates. On a motion by Director Brunberg, seconded by Director Meraz, the proposal was approved 5-0-0 with Directors Meraz, Brunberg, Stickney, Montes, and Swenson voting Aye. There were no Nays or Abstentions.

**13. DIRECTOR AND STAFF COMMENTS**

Supervisor Bain said he is starting to get busier with summer approaching.

Ms. Von Aesch said everything was going well. She reminded the Board to submit their Form 700s.

Coordinator Woodford was working on the activity guide.

Director Montes said the Best of Orangevale event was wonderful and crowded.

Director Swenson also felt the Best of Orangevale event was great, and she complimented the decorations. She also noted that the OV Parks Facebook page was being ran well.

Director Stickney donated Girl Scout cookies for the Board. He will be absent from the next Board meeting. He asked about the progress on selling the disc golf baskets, and Admin. Foell said the old ones were all sold and the new ones were totally covered by the sales and donation from the Shady Oaks Disc Golf Club. The new ones are more modern and look great. The amateur championships were being held soon.

Director Meraz gave compliments to the staff and spoke grandly about the Best of Orangevale event.

**14. ITEMS FOR NEXT  
AGENDA**

Finalizing the minutes from the previous meeting will be discussed at the next meeting.

**15. ADJOURNMENT  
MOTION #9**

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 8:03 p.m. On a motion by Director Brunberg, seconded by Director Meraz, adjournment was approved 5-0-0 with Directors Meraz, Stickney, Swenson, Brunberg, and Montes voting Aye. There were no Abstentions or Nays.

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Lisa Montes, Vice-Chairperson