

**ORANGEVALE RECREATION & PARK DISTRICT
POLICY COMMITTEE MEETING RECAP
FRIDAY, APRIL 9, 2021
9:00 AM**

**MEETING LOCATION:
District Office – Meeting Room
6826 Hazel Avenue
Orangevale, CA 95662**

1. **CALL TO ORDER** *The meeting was called to order at 9:04 a.m.
Roll call: Director Montes, Director Meraz, Administrator Ross, Finance/HR Superintendent Von Aesch, Park Superintendent Oropeza, Rec Supervisor Bain, Admin Supervisor Woodford*
2. **PUBLIC DISCUSSION**
Any person may address the committee; however, any matter that requires action will be referred to staff and/or committee/Board of Directors for a report and action at a subsequent meeting.
3. **UNFINISHED BUSINESS**
4. **NEW BUSINESS**
 - A. Discussion of new District policy to address public requests for memorial trees, benches, plaques, or other fixtures on District property.
Administrator Ross opened the meeting with a brief overview of the proposed tree, bench, or plaque ideas for a memorial option for the District. Staff would work with residents to accommodate their wishes under the proposed guidelines with no cost to the District other than maintenance. Directors and staff agreed this was a wonderful service to offer to the community. Directors asked Administrator Ross to update the draft for the May 13, 2021 meeting to include the option of a tree or bench with families being offered a ceremony and a site map to show the District location of the memorial.
 - B. Discussion about updating our Personnel Policy Manual and or Operational Policies & Procedures Manual, both of which were last updated in 2016.
Administrator Ross explained that as the current Personnel and Operations Manuals were last updated five years ago, he is working with staff to review each manual thoroughly and make comprehensive updates or deletions as needed, with a planned completion date of March 2022. Directors agreed of the need and timeline.
 - C. Discussion about a potential policy to address how the District addresses concerns about District trees that are impeding upon, or pose potential danger to, neighbor properties.
Staff suggested the desire to be proactive with tree safety throughout the District by creating a policy that is mindful of the District and our neighbors. There are currently several trees whose integrity should be evaluated. Directors and staff collaborated and agreed that a formal written log, with current and periodic check-in details is crucial for due diligence in our “Good Faith Effort” for safety with resident’s properties and homes. Staff will put together policy to bring to the full Board of Directors within two months to review for approval.

D. District policy to extend the Family First Coronavirus Recovery Act through March 31, 2021 is coming to a close, but the State of California has enacted a law that extends coverage through September 30, 2021.

Administrator Ross updated Directors and staff of the new California law which extend covid assistance through September 2021. Superintendent Von Aesch added that the newest COBRA benefit does not apply to any District staff.

5. DIRECTOR'S AND STAFF'S COMMENTS

6. ITEMS FOR NEXT AGENDA

7. ADJOURNMENT *The meeting was adjourned at 5:00 p.m.*