

**ORANGEVALE RECREATION & PARK DISTRICT
BOARD OF DIRECTORS MEETING
THURSDAY, MARCH 8, 2018
6:30 p.m.**

**LOCATION:
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 minutes of February 8, 2018 meeting (pg 1-6)

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)

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 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 & Finance
- b. Maintenance & Operation
- c. Recreation Committee
- d. Personnel & Policy
- e. Government
- f. Planning Committee
- g. Trails Committee
- h. Ad Hoc Disc Golf Committee – Recap of February 2, 2018 meeting (pg 27-28)

10. **ADMINISTRATOR’S REPORT**

- a. Monthly Activity Report – February 2018 (pg 29-34)
- b. Update on the Land Swap with San Juan Unified School District (verbal)
- c. Establish a date for a Finance Committee Meeting – Proposed date: March 23, 2018 (verbal)

11. **UNFINISHED BUSINESS**

12. **NEW BUSINESS**

- 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 Recreation and Park District (pg 35)
- 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 Recreation and Park District (pg 36)
- c. Approval of Resolution 18-03-593, Resolution Calling the General District Election to be Consolidated with Statewide Election (pg 37-39)
- d. Approval of the Settlement Agreement with TJR Resources Incorporated Regarding Orangevale Community Park Oak and Filbert Avenue Pathway Project (pg 40-42)
- 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)

13. **DIRECTOR’S AND STAFF’S COMMENTS**

14. **ITEMS FOR NEXT AGENDA**

15. **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

Manie Meraz

Mike Stickney

Sharon Brunberg

Lisa Montes

Erica Swenson

ORANGEVALE RECREATION & PARK DISTRICT

Minutes of Meeting of Board of Directors February 8, 2018

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on Thursday, February 8, 2018 at the District Office. Director Stickney called the meeting to order at 6:17 p.m.

Directors present: Meraz, Stickney, Swenson, Montes, Brunberg
Staff present: Greg Foell, District Administrator
Scott Wade, Interim Park Superintendent
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 Montes, seconded by Director Brunberg, the agenda was approved 4-0-0 with Directors Stickney, Swenson, Brunberg, and Montes voting Aye. Director Meraz was absent. There were no Nays.

5. **CLOSED SESSION** a) Closed Session – Initiation of Litigation Pursuant to Paragraph (4) of Subdivision (d) of Government Code Section 54956.9(c): 1 Case

Director Meraz arrived at 6:18 p.m.

6. **RESUME PUBLIC SESSION & ANNOUNCE ACTIONS FROM CLOSED SESSION** The Board gave the District Administrator direction to complete the settlement agreement with TJR. It will be placed on the March meeting agenda, and agenda item 15(l) from this meeting will be removed.

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

8. **MINUTES**
MOTION #2 a) Approval of Minutes of December 14, 2017 Meeting (pg 1-4): A correction was made for Motion #3, as the voting tally should have been 4-0-1 as opposed to 5-0-0. Further, Motion #5 should be edited to show 3-0-2 as opposed to 5-0-0. On a motion by Director Montes, seconded by Director Brunberg, the minutes were approved, with corrections, 5-0-0 with Directors Stickney, Meraz, Montes, Brunberg, and Swenson voting Aye. There were no Nays or Abstentions.

MOTION #3

- b) Approval of Minutes of January 11, 2018 Meeting (pg 5-7): On a motion by Director Montes, seconded by Director Stickney, the minutes were approved 4-0-1 with Directors Stickney, Meraz, Montes, and Swenson voting Aye. Director Brunberg Abstained. There were no Nays.

9. CORRESPONDENCE

None discussed.

10. CONSENT CALENDAR

MOTION #4

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

MOTION #5

Director Meraz requested that Bradley Tatum be changed to the Orangevale View. Ms. Von Aesch explained that she could manually edit it to reflect this change. On a motion by Director Stickney, seconded by Director Brunberg, the consent calendar was approved 4-0-1 with Directors Meraz, Brunberg, Stickney, and Swenson voting Aye. Director Montes Abstained. There were no Nays.

11.1 CONSENT MATTERS GENERAL FUND

- a) Ratification of Claims for December 2017 (pg 8-9)
- b) Budget Status Report for December 2017 (pg 10-12)
- c) Revenue Report for December 2017 (pg 13)

11.2. OLLAD CONSENT MATTERS

- a) Ratification of Claims for December 2017 (pg 14-15)
- b) Budget Status Report for December 2017 (pg 16)

11.3. KENNETH GROVE CONSENT MATTERS

- a) Ratification of Claims for December 2017 (pg 17)
- b) Budget Status Report for December 2017 (pg 18)

12. STANDING COMMITTEE REPORTS

- a) Administration and Finance: No report.
- b) Maintenance and Operation: No report.
- c) Recreation Committee: No report.
- d) Personnel & Policy – Recap of January 19, 2018 Meeting (pg 19): During the meeting, the policy manual was reviewed. They also updated the harassment policy. Directors Brunberg and Montes discussed the policy and the attorney forwarded the Board some language to use in the updated policy.
- e) Government: No report.
- f) Planning Committee: No report.
- g) Trails Committee: No report.
- h) Ad Hoc Disc Golf Committee – Recap of February 2, 2018

Meeting (handout): Superintendent Wade acted as secretary of the meeting. They went over the Power Point presentation from the September Board Meeting and spoke about the policy. The committee recommended that staff move forward with the preparation of a survey instrument and draft budget, and to bring them back to the committee for viewing before further decisions were made. The Board discussed the possibility of charging disc golf fees for residents/non-residents, etc.

13. ADMINISTRATOR'S REPORT

- a) Monthly Activity Report – December 2017 (pg 1-3): Admin. Foell and Director Montes discussed the Big Day of Service that will be occurring on May 5th. He encouraged the Board and community to participate. Several projects will be available for participants to work on. Examples of the projects include picking up trash on the streets, building a garden, or helping a family with home repairs. A pancake breakfast, rally, and health fair will also be offered. Sue Frost and several businesses in the area have donated upwards of \$20,000 so far. Admin. Foell added that several projects will be worked on at Orangevale Community Park. Admin. Foell and Director Stickney attended an administrator's meeting when lighting retrofits through SMUD were discussed. They also spoke about the Park Bond and the possible benefits for the District. Further, the new District website has went live for the public. The Board and staff also discussed other updates to the park and District that had occurred recently such as the auctioning of the old golf course baskets.
- b) Update on the Land Swap with San Juan Unified School District (verbal): The District was still waiting for the title reports, but now that the School Board had approved their portion the District will move forward as soon as all the documents are in order.

14. UNFINISHED BUSINESS

There was no unfinished business to discuss.

15. NEW BUSINESS

MOTION #6

- a) Approval of the Orangevale Recreation & Park District Fiscal Audit 2016/17 (pg 26-60): Larry Bain, in conjunction with Ms. Von Aesch, completed the audit. He felt it went very smoothly. Mr. Bain presented the audit and discussed details as needed. He explained that the Board had a pretty good cushion and carry over. The net pension liability increased over the past year, so he suggested the District continue to watch that closely. On a motion by Director Brunberg, seconded by Director Montes, the audit was approved 5-0-0 with Directors Meraz, Brunberg, Stickney, Montes, and Swenson voting Aye. There were no Nays or Abstentions.

MOTION #7

- b) Resolution of the Board of Directors of Orangevale Recreation & Park District Establishing a Schedule of Fees for Use of Park and Recreational Facilities, Programs, and Services (pg 61-76): Admin. Foell explained it will be a 10% increase that will go into effect immediately upon approval by the Board. On a motion by Director

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

MOTION #8

c) Acceptance of the County of Sacramento 2018 Investment Policy for the Pooled Investment Fund (pg 77-94): This motion is presented by the County on a yearly basis and approved by the Board. On a motion by Director Montes, seconded by Director Meraz, the investment policy was approved 5-0-0 with Directors Meraz, Brunberg, Stickney, Montes, and Swenson voting Aye. There were no Nays or Abstentions.

MOTION #9

d) Approval of the Updated Harassment Policy (pg 95-105): All of the supervisors took a webinar in September 2016 about bullying and the current manual was updated. The draft policy was reviewed by the policy committee in January. On a motion by Director Montes, seconded by Director Stickney, the policy was approved 5-0-0 with Directors Meraz, Brunberg, Stickney, Montes, and Swenson voting Aye. There were no Nays or Abstentions.

MOTION #10

e) Discussion and Update of Master Plan Strategies and Tactics (pg 106-129): Admin. Foell discussed the details of the Strategy Matrix report that was presented to the Board. Topics discussed were the lighting updates at the community center which have been completed, the security camera updates that are currently in process, the purchase of a new ArborPro software, various capital improvement programs such as new valves/heads for watering, seeding athletic field areas, new signs, and trail and grant projects. Supervisor Woodford discussed the voucher program for non-traditional schools utilizing the District's recreation programs. Supervisor Wade discussed the new work order system, sustainability, and other strategies going forward for operations and maintenance. Supervisor Bain discussed marketing strategies, signs, and volunteers. Director Montes recommended the IVolunteer software to track and encourage more volunteers. Admin. Foell discussed the District's ability to request donations from businesses, which have been very helpful. He also spoke about the new website and the ability to embed videos from YouTube.

f) Approval of the Purchase of the ArborPro Software for Urban Forest and Asset Management in the Amount of \$8,450 (pg 130-131): Admin. Foell felt this software was vital for District services and he supported the approval of the motion. The software carries a \$1,575.00 annual fee as well. Director Montes was concerned about the additional money that would be coming out of the budget. Supervisor Wade explained how helpful the software will be to allow the District to be more effective. On a motion by Director Brunberg, seconded by Director Swenson, the purchase was approved 4-0-1 with Directors Meraz, Brunberg, Stickney, and Swenson voting Aye. Director Montes Abstained. There were no

Nays.

- g) Discussion and Approval of the Method for Filling the Park Superintendent Position (pg 132-133): Scott Wade has been working as the interim park superintendent. Last February, the Board approved a method for promotion within the District. Admin. Foell felt that since Mr. Wade was a qualified applicant, and that the Board wanted to watch their finances, he discussed eliminating a park maintenance position. This would save the District \$60,000, the amount Mr. Wade would receive as a Park Maintenance III employee if not hired as the superintendent. He recommended that the District offer a conditional offer of employment to Mr. Wade. Director Montes felt Mr. Wade had done a great job thus far, and that she believes in hiring from within, however, she believed the committee agreed to follow the adopted procedures from last year. Director Montes also stated that she didn't believe it should have been included in the public forum of a Board meeting. Director Stickney expressed that he does not feel any positions should be eliminated, but he favored leaving the position open and unfilled for a period of time. Director Meraz felt Admin. Foell had the authority to hire no matter what the Board approved, minus the previously Board approved hiring policy. Admin. Foell felt that in this case the reasons stated in the staff report were more compelling than was previously discussed in the committee meeting. He added that he had spoken to the District's attorney and was told that the Board could change the process and hire as they determined was in the best interest of the District.

MOTION #11a

Director Montes motioned that the District follow the Park Division Advancement requirements in hiring the park superintendent position. The motion was seconded by Director Stickney and the motion was rejected 1-2-2 with Director Montes voting Aye, Directors Swenson and Stickney Abstaining, and Directors Brunberg and Meraz voting Nay.

MOTION #11b

Director Brunberg motioned to authorize the District Administrator to forgo the competitive hiring process on this one case basis and provide a conditional offer of employment to Interim Park Superintendent Scott Wade, and not fill the vacant park maintenance position at this time. This motion was seconded by Director Meraz, the motion was approved 3-1-1 with Directors Meraz, Brunberg, and Stickney voting Aye. Director Montes voted Nay. Director Swenson Abstained.

MOTION #12

- h) Discussion and Approval of the Orangevale Community Park Master Plan Schedule (pg 134-135): On a motion by Director Brunberg, seconded by Director Meraz, the Master Plan schedule was approved 4-1-0 with Directors Meraz, Brunberg, Stickney, and Swenson voting Aye. Director Montes voted Nay. There were no Abstentions.

MOTION #13

- i) “Cease and Desist Letter” Dated January 2, 2018 from Terry Benedict Alleging a Brown Act Violation for Changing the Subject Matter of an Agenda Item (pg 136): No discussion.
- j) Authorize District Administrator to Send Response to Cure and Correct Letter of Terry Benedict Dated January 2, 2018 Regarding Alleged Violation of Brown Act (pg 137-138): On a motion by Director Montes, seconded by Director Stickney, the motion was approved 5-0-0 with Directors Meraz, Brunberg, Stickney, Montes, and Swenson voting Aye. There were no Nays or Abstentions.
- k) Approve a Date and Time for a Board Workshop to Discuss Board Governance, The Brown Act, and the Public Records Act (Conducted by Vicki Hartigan from McMurchie Law (pg 139): The Board decided to wait until after the general election in November to decide on a date for another workshop. No motion was made.
- l) Approval of Settlement Agreement with TJR Resources, Inc. Regarding Orangevale Community Park Oak and Filbert Pathway Project (pg 140-142): This item was removed and moved to the March meeting.

16. DIRECTOR AND STAFF COMMENTS

Admin. Foell discussed the Best of Orangevale event and encouraged the Board members to respond.

Director Brunberg discussed the Master Plan and appreciated all the work that went into the completion of it.

17. ITEMS FOR NEXT AGENDA

The TJR Resources item will be discussed at the March meeting.

18. CLOSED SESSION

- a) Closed Session – Pursuant to Government Code Section 54957 Public Employee Performance Evaluation: District Administrator

19. RESUME PUBLIC SESSION & ANNOUNCE ACTIONS FROM CLOSED SESSION

No action was taken, but direction was given.

20. ADJOURNMENT

MOTION #14

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 9:40 p.m. On a motion by Director Montes, seconded by Director Brunberg, adjournment was approved 5-0-0 with Directors Meraz, Stickney, Swenson, Brunberg, and Montes voting Aye. There were no Abstentions or Nays.

Mike Stickney, Chairperson

VIA EMAIL

February 16, 2018

Mr. Eric Stern
Chief Executive Officer
Sacramento County Employees' Retirement System
980 9th Street, Suite 1900
Sacramento, CA 95814-2738

**Re: Sacramento County Employees' Retirement System
Seven-Year Projection of Employer Contribution Rates**

Dear Eric:

As requested, we have prepared a seven-year projection of estimated employer contributions for SCERS. This projection is generally derived from the June 30, 2017 actuarial valuation. Other key assumptions and methods are detailed below. **It is important to understand that these results are entirely dependent on those assumptions. Actual results as determined in future actuarial valuations will differ from these results. In particular, actual investment returns and actual salary levels different than assumed can have a significant impact on future contribution rates.**

Results

The estimated contribution rate changes shown on the next page apply to the average employer contribution rate for all of SCERS' employers in the aggregate. For purposes of this projection, the rate changes that are reflected are due to:

- (1) recognition of investment gains and losses under the actuarial asset smoothing methodology;¹
- (2) losses due to investment income not earned on the excess of the Actuarial Value of Assets (AVA) over the Market Value of Assets (MVA) (and gains when the opposite situation occurs, i.e., when the AVA is less than the MVA);
- (3) contribution gains and losses which occur from the scheduled delay in the implementation of new rates until 12 months after the actuarial valuation date;
- (4) anticipated contribution increases which occur from the three-year phase-in of the impact of the new actuarial assumptions on the employer Unfunded Actuarial Accrued Liability (UAAL) contribution rates starting with the June 30, 2017 actuarial valuation; and
- (5) subsequent contribution losses due to the three-year phase-in.

¹ As of June 30, 2017, there were \$81.0 million in net deferred investment losses.

In preparing the above rate changes for the next several years, we have not taken into account the gradual savings in Normal Cost that would become available as active members in the legacy tiers are replaced by new members in the CalPEPRA tiers.

Employer Rate Changes for Total Plan

The following table provides the year-to-year rate changes from each of the above components and the cumulative rate change over the seven-year projection period. Again, due to the scheduled delay in implementing new rates, these rate changes will become effective 12 months following the actuarial valuation date shown in the table. To obtain the estimated average employer contribution rate at each successive valuation date (such as those provided for the “Total Plan” projection in Exhibit B4), these cumulative rate changes should be added to the average employer rate with the three-year phase-in, as found in our June 30, 2017 actuarial valuation.

The rate changes shown below represent the changes in average rate for the total plan.

Table One							
Rate Change Component	Valuation Date (6/30)						
	2018	2019	2020	2021	2022	2023	2024
(1) Investment (Gains)/Losses	0.07%	0.06%	0.05%	0.59%	0.18%	-0.40%	0.00%
(2) (Gain)/Loss of Investment Income on Difference Between AVA and MVA	0.04%	0.03%	0.03%	0.02%	-0.02%	-0.03%	0.00%
(3) 12-Month Rate Delay	0.68%	0.19%	0.18%	0.03%	0.05%	0.01%	-0.03%
(4) Increase due to Three-year Phase-in	1.94%	1.94%	0.00%	0.00%	0.00%	0.00%	0.00%
(5) Contribution Loss due to Three-year Phase-in	<u>0.00%</u>	<u>0.28%</u>	<u>0.14%</u>	<u>0.00%</u>	<u>0.00%</u>	<u>0.00%</u>	<u>0.00%</u>
Incremental Rate Change	2.73%	2.50%	0.40%	0.64%	0.21%	-0.42%	-0.03%
Cumulative Rate Change	2.73%	5.23%	5.63%	6.27%	6.48%	6.06%	6.03%

Employer Rate Changes for each of the Cost Groups

The rate changes for each of the Miscellaneous and Safety cost groups will vary depending primarily on the size of each group’s assets and liabilities relative to its payroll. The ratio of each group’s assets to payroll is sometimes referred to as the Asset Volatility Index (AVI). A higher AVI results in more volatile contributions and can result from the following factors:

- More generous benefits
- More retirees
- Older workforce
- Shorter careers
- Higher funded ratio

Exhibit A shows the AVI for SCERS' cost groups along with the "relative AVI" which is the AVI for that specific cost group divided by the average AVI for the total plan. Using these ratios we have estimated the rate change due to these generally investment related net losses as provided in items (1), (2) and (3) of Table One on page 2 for each individual cost group by multiplying the rate changes shown above for the total plan by the relative AVI for each cost group.² After accounting for items (1), (2) and (3), we estimated the rate changes related to the three-year phase-in in items (4) and (5) of Table One by allocating to the cost groups the actual contribution rate impact of the phase-in amounts for each of those cost groups. These estimated rate changes for each cost group are shown in Exhibit A. Finally, the cumulative rate impact of the changes for each of the cost groups are provided in Exhibits B1 through B3. In developing the rates for the Miscellaneous cost group in Exhibits A and B, we have expanded the rates for that cost group to delineate between the different rates paid by the County, Superior Court and other District employers as those rates are presented in the June 30, 2017 valuation. Rio Linda Elverta Recreation and Parks District is not responsible for paying any changes in UAAL contribution rates due to deferred investment gains/losses and assumption changes identified in the June 30, 2017 valuation. However, they are responsible for paying any actuarial gains/losses from all causes after that valuation (i.e., items (2), (3) and (5)).

Key Assumptions and Methods

The projection is based upon the following assumptions and methods:

- June 30, 2017 non-economic assumptions remain unchanged.
- June 30, 2017 retirement benefit formulas remain unchanged.
- June 30, 2017 1937 Act and CalPEPRA statutes remain unchanged.
- UAAL amortization method remains unchanged (i.e., 20-year layers, level percent of pay).
- June 30, 2017 economic assumptions remain unchanged, including the 7.00% investment earnings assumption.
- We have assumed that returns of 7.00% are actually earned on a market value basis for each of the next seven plan years beginning July 1, 2017.
- Active payroll grows at 3.25% per annum.

² Note that because we have estimated the allocation of the rate changes across the cost groups, the actual rate changes by group may differ from those shown in the exhibit, even if the plan-wide average rate changes are close to those shown above.

- Deferred investment gains and losses are recognized per the asset smoothing schedule shown on page 6 of the June 30, 2017 actuarial valuation. They are funded as a level percentage of the System's total active payroll base.
- The Asset Volatility Index (AVI) used for these projections is based on the June 30, 2017 actuarial valuation and is assumed to stay constant during the projection period.
- All other actuarial assumptions used in the June 30, 2017 actuarial valuation are realized.
- The projections do not reflect any changes in the employer contribution rates that could result due to future changes in the demographics of SCERS' active members or decreases in the employer contribution rates that might be due to new hires going into CalPEPRA tiers as applicable.


Finally, we emphasize that projections, by their nature, are not a guarantee of future results. The modeling projections are intended to serve as illustrations of future financial outcomes that are based on the information available to us at the time the modeling is undertaken and completed, and the agreed-upon assumptions and methodologies described herein. Emerging results may differ significantly if the actual experience proves to be different from these assumptions or if alternative methodologies are used. Actual experience may differ due to such variables as demographic experience, the economy, stock market performance and the regulatory environment.

Unless otherwise noted, all of the above calculations are based on the June 30, 2017 actuarial valuation results including the participant data and actuarial assumptions on which that valuation was based. That valuation and these projections were completed under the supervision of Andy Yeung, ASA, MAAA, Enrolled Actuary.

I am a member of the American Academy of Actuaries and I meet the Qualification Standards of the American Academy of Actuaries to render the actuarial opinion herein.

Please let us know if you have any questions.

Sincerely,



Andy Yeung

MYM/bbf
Enclosures

Exhibit A
Sacramento County Employees' Retirement System
Estimated Employer Rate Changes by Cost Group (CG) Based on June 30, 2017 Valuation
(\$000's)

	Miscellaneous				Safety County	Total Plan
	County	Court	Districts	Total		
Market Value of Assets (MVA)				\$5,636,924	\$2,947,301	\$8,584,225
Projected Payroll for 2017/2018	\$685,116	\$48,009	\$29,316	\$762,441	\$217,918	\$980,359
Asset Volatility Index (AVI) = MVA/Payroll	7.39	7.39	7.39	7.39	13.52	8.76
Relative Asset Volatility Index (AVI) = CG AVI / Total Plan AVI	0.84	0.84	0.84	0.84	1.54	1.00
Rate Change due to (1), (2) and (3) as discussed in Table One						
Estimated Incremental Rate Change as of 6/30/2018	0.67%	0.67%	0.67%	0.67%	1.22%	0.79%
Estimated Incremental Rate Change as of 6/30/2019	0.24%	0.24%	0.24%	0.24%	0.43%	0.28%
Estimated Incremental Rate Change as of 6/30/2020	0.22%	0.22%	0.22%	0.22%	0.40%	0.26%
Estimated Incremental Rate Change as of 6/30/2021	0.54%	0.54%	0.54%	0.54%	0.99%	0.64%
Estimated Incremental Rate Change as of 6/30/2022	0.18%	0.18%	0.18%	0.18%	0.32%	0.21%
Estimated Incremental Rate Change as of 6/30/2023	-0.35%	-0.35%	-0.35%	-0.35%	-0.65%	-0.42%
Estimated Incremental Rate Change as of 6/30/2024	-0.03%	-0.03%	-0.03%	-0.03%	-0.05%	-0.03%
Rate Change due to (4) and (5) as discussed in Table One						
Estimated Incremental Rate Change as of 6/30/2018	1.42%	1.42%	1.37%	1.42%	3.78%	1.94%
Estimated Incremental Rate Change as of 6/30/2019	1.62%	1.62%	1.57%	1.62%	4.32%	2.22%
Estimated Incremental Rate Change as of 6/30/2020	0.10%	0.10%	0.10%	0.10%	0.27%	0.14%
Estimated Incremental Rate Change as of 6/30/2021	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Estimated Incremental Rate Change as of 6/30/2022	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Estimated Incremental Rate Change as of 6/30/2023	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Estimated Incremental Rate Change as of 6/30/2024	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Cumulative Rate Change as of 6/30/2018	2.09%	2.09%	2.04%	2.09%	5.00%	2.73%
Cumulative Rate Change as of 6/30/2019	3.95%	3.95%	3.85%	3.95%	9.75%	5.23%
Cumulative Rate Change as of 6/30/2020	4.27%	4.27%	4.17%	4.27%	10.42%	5.63%
Cumulative Rate Change as of 6/30/2021	4.81%	4.81%	4.71%	4.81%	11.41%	6.27%
Cumulative Rate Change as of 6/30/2022	4.99%	4.99%	4.89%	4.99%	11.73%	6.48%
Cumulative Rate Change as of 6/30/2023	4.64%	4.64%	4.54%	4.64%	11.08%	6.06%
Cumulative Rate Change as of 6/30/2024	4.61%	4.61%	4.51%	4.61%	11.03%	6.03%

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SEGAL CONSULTING

Exhibit B3
Sacramento County Employees' Retirement System
Projection of Estimated Employer Contribution Rates - Other Miscellaneous Districts

Valuation Date Fiscal Year	June 30, 2016 2017-18	June 30, 2017 2018-19	June 30, 2018 2019-20	June 30, 2019 2020-21	June 30, 2020 2021-22	June 30, 2021 2022-23	June 30, 2022 2023-24	June 30, 2023 2024-25	June 30, 2024 2025-26
Miscellaneous District									
Galt Arno Cemetery District and Fair Oaks Cemetery District									
Tier 1 Members	22.54%	27.21%	29.25%	31.06%	31.38%	31.92%	32.10%	31.75%	31.72%
Tier 3 Members	24.22%	29.18%	31.22%	33.03%	33.35%	33.89%	34.07%	33.72%	33.69%
Tier 5 Members	18.46%	22.55%	24.59%	26.40%	26.72%	27.26%	27.44%	27.09%	27.06%
Orangevale Recreation and Parks District									
Tier 3 Members	23.70%	26.92%	28.96%	30.77%	31.09%	31.63%	31.81%	31.46%	31.43%
Tier 5 Members	22.19%	25.34%	27.38%	29.19%	29.51%	30.05%	30.23%	29.88%	29.85%
Rio Linda Elverta Recreation and Parks District									
Tier 5 Members	7.93%	9.37%	9.98%	10.37%	10.65%	10.69%	10.72%	10.70%	10.67%
All Other Districts									
Tier 1 Members	26.27%	30.00%	32.04%	33.85%	34.17%	34.71%	34.89%	34.54%	34.51%
Tier 3 Members	27.95%	31.97%	34.01%	35.82%	36.14%	36.68%	36.86%	36.51%	36.48%
Tier 5 Members	22.19%	25.34%	27.38%	29.19%	29.51%	30.05%	30.23%	29.88%	29.85%
All Miscellaneous District Categories Combined	26.69%	30.43%	32.47%	34.28%	34.60%	35.14%	35.32%	34.97%	34.94%

Note: These rates are after reflecting the three-year phase-in of the impact of the assumption changes on the employer's UAAL contribution rate.

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SEGAL CONSULTING



FY 2018-2019 EMPLOYER CONTRIBUTION RATES

Sacramento County and Elected Officials

MISCELLANEOUS

Rep Unit 016

	Tier 1	Tier 2	Tier 3	Tier 4	Tier 5
Normal Cost	11.64%	9.30%	12.21%	10.78%	9.37%
UAAL	7.59%	7.59%	7.59%	7.59%	7.59%
Total	19.23%	16.89%	19.80%	18.37%	16.96%

Rep Unit 025

	Tier 1	Tier 2	Tier 3	Tier 4	Tier 5
Normal Cost	10.84%	8.55%	12.06%	10.37%	9.37%
UAAL	7.59%	7.59%	7.59%	7.59%	7.59%
Total	18.43%	16.14%	19.65%	17.96%	16.96%

All Other Rep Units

	Tier 1	Tier 2	Tier 3	Tier 4	Tier 5
Normal Cost	10.84%	8.21%	10.95%	10.37%	9.37%
UAAL	7.59%	7.59%	7.59%	7.59%	7.59%
Total	18.43%	15.80%	18.54%	17.96%	16.96%

SAFETY

All Rep Units

	Tier 1	Tier 2	Tier 3	Tier 4
Normal Cost	23.74%	19.61%	18.66%	15.05%
UAAL	24.67%	24.67%	24.67%	24.67%
Total	48.41%	44.28%	43.33%	39.72%

Superior Court

MISCELLANEOUS

All

	Tier 1	Tier 2	Tier 3	Tier 4	Tier 5
Normal Cost	14.03%	12.55%	16.00%	NA	9.37%
UAAL	7.56%	7.56%	7.56%	NA	7.56%
Total	21.59%	20.11%	23.56%	NA	16.93%

Special Districts

MISCELLANEOUS

Galt-Arno Cemetery and Fair Oaks Cemetery Districts

	Tier 1	Tier 2	Tier 3	Tier 4	Tier 5
Normal Cost	14.03%	NA	16.00%	NA	9.37%
UAAL	13.18%	NA	13.18%	NA	13.18%
Total	27.21%	NA	29.18%	NA	22.55%

Orangevale Recreation and Park District

	Tier 1	Tier 2	Tier 3	Tier 4	Tier 5
Normal Cost	NA	NA	10.95%	NA	9.37%
UAAL	NA	NA	15.97%	NA	15.97%
Total	NA	NA	26.92%	NA	25.34%

Rio Linda Elverta Recreation and Park District

	Tier 1	Tier 2	Tier 3	Tier 4	Tier 5
Normal Cost	NA	NA	NA	NA	9.37%
UAAL	NA	NA	NA	NA	0.00%
Total	NA	NA	NA	NA	9.37%

All Other Districts

	Tier 1	Tier 2	Tier 3	Tier 4	Tier 5
Normal Cost	14.03%	NA	16.00%	NA	9.37%
UAAL	15.97%	NA	15.97%	NA	15.97%
Total	30.00%	NA	31.97%	NA	25.34%



FY 2018-2019 EMPLOYEE CONTRIBUTION RATES

Sacramento County and Elected Officials

MISCELLANEOUS

	Tier 1		Tier 2		Tier 3		Tier 4		Tier 5	
	Old	New	Old	New	Old	New	Old	New	Old	New
Rep Unit 016	6.49	8.78%	5.41%	7.25%	7.04%	9.53%	7.96%	9.80%	7.93%	9.37%
Rep Unit 025	6.95	9.72%	5.54%	7.87%	6.78%	9.55%	8.67%	10.27%	7.93%	9.37%
All Other Rep Units	8.03	9.72%	7.27%	8.37%	9.30%	10.86%	8.67%	10.27%	7.93%	9.37%

	Tier 1		Tier 2		Tier 3		Tier 4	
	Old	New	Old	New	Old	New	Old	New
All Rep Units	18.42	21.64%	16.30%	19.50%	15.45%	18.63%	13.14%	15.05%

Superior Court

MISCELLANEOUS

All	Tier 1		Tier 2		Tier 3		Tier 4		Tier 5	
	Old	New	Old	New	Old	New	Old	New	Old	New
	4.95	5.95%	3.54%	3.87%	4.78%	5.55%	NA	NA	7.93%	9.37%

Special Districts

MISCELLANEOUS

Galt-Arno Cemetery and Fair Oaks Cemetery Districts	Tier 1		Tier 2		Tier 3		Tier 4		Tier 5	
	Old	New	Old	New	Old	New	Old	New	Old	New
	4.95	5.95%	NA	NA	4.78%	5.55%	NA	NA	7.93%	9.37%

Orangevale Recreation and Park District	Tier 1		Tier 2		Tier 3		Tier 4		Tier 5	
	Old	New	Old	New	Old	New	Old	New	Old	New
	NA	NA	NA	NA	9.30%	10.86%	NA	NA	7.93%	9.37%

Rio Linda Elverta Recreation and Park District	Tier 1		Tier 2		Tier 3		Tier 4		Tier 5	
	Old	New	Old	New	Old	New	Old	New	Old	New
	NA	NA	NA	NA	NA	NA	NA	NA	7.93%	9.37%

All Other Districts	Tier 1		Tier 2		Tier 3		Tier 4		Tier 5	
	Old	New	Old	New	Old	New	Old	New	Old	New
	4.95	5.95%	NA	NA	4.78%	5.55%	NA	NA	7.93%	9.37%

Note: For legacy tiers (Miscellaneous tiers 1, 2, 3, and 4 and Safety tiers 1, 2, and 3), member rates shown are for bi-weekly salary in excess of \$161 (or monthly salary of \$350). For CalPEPRA tiers (Miscellaneous tier 5 and Safety tier 4), member rates shown will be applied to the total bi-weekly salary.

GENERAL FUND EXPENDITURES
FOR THE MONTH ENDING
JANUARY 31, 2018

CLAIM #	ACCOUNT #	VENDOR	DESCRIPTION	AMOUNT
1905842836	20200500	US BANK CORPORATE PAYMENT	Advertising	45.00
1905842836	20202900	US BANK CORPORATE PAYMENT	Buisness/Conference Expense	120.00
1905861602	20202900	US BANK CORPORATE PAYMENT	Buisness/Conference Expense	38.71
1905863931	20202900	GREG FOELL OR JASON BAIN	Buisness/Conference Expense	7.50
				166.21
1905842836	20203800	US BANK CORPORATE PAYMENT	Employee Recognition	71.06
1905861602	20203800	US BANK CORPORATE PAYMENT	Employee Recognition	323.52
1905863931	20203800	GREG FOELL OR JASON BAIN	Employee Recognition	207.91
				602.49
1905851618	20203900	ASHLEY BELL	Employee Transportation	68.05
1905853906	20203900	JENNIFER VON AESCH	Employee Transportation	36.06
1905853871	20203900	JASON BAIN	Employee Transportation	44.24
				148.35
1905864077	20205100	CALIF ASSOC FOR PARK & RE	Liability Insurance	21,269.00
1905851606	20205500	HUB INTERNATIONAL INSURAN	Insurance-Long Term	207.58
1905842836	20206100	US BANK CORPORATE PAYMENT	Membership Dues	375.00
1905842836	20207600	US BANK CORPORATE PAYMENT	Office Supplies	891.78
1905842836	20207600	US BANK CORPORATE PAYMENT	TAX ACCRUAL	7.09
1905861602	20207600	US BANK CORPORATE PAYMENT	Office Supplies	191.17
				1,090.04
1905842836	20208100	US BANK CORPORATE PAYMENT	Postal Service	6.59
1905861602	20208100	US BANK CORPORATE PAYMENT	Postal Service	6.59
1905863931	20208100	GREG FOELL OR JASON BAIN	Postal Service	20.00
				33.18
1905842836	20208102	US BANK CORPORATE PAYMENT	Stamps	147.00
1905861602	20208102	US BANK CORPORATE PAYMENT	Stamps	147.00
				294.00
1905851668	20208500	PRINT PROJECT MANAGERS IN	Printing Service	4,062.30
109337572	20211200	Building Maint Supplies	Building Maint Supplies	40.00
1905850778	20219700	SPRINT P C S	Telephone Service	26.55
1905850775	20219700	AT&T	Telephone Service	20.89
1905859404	20219700	AT&T	Telephone Service	18.64
1905859401	20219700	COMCAST	Telephone Service	596.11
				662.19
109337572	20226200	Supplies	Office Equipment Maintenance Supply	94.02
1905851613	20226200	JJR ENTERPRISES INC	Office Equipment Maintenance Supply	102.54
				196.56
109345791	20250700	COUNTY ASSESSMENT FEE	SB 2557 1st INST ORANGEVALE PARK	8,724.15
1905859408	20256200	DESIREE BROWN	Transcribing Service	55.00
1905842836	20259100	US BANK CORPORATE PAYMENT	Other Professional Service	10.99
1905861602	20259100	US BANK CORPORATE PAYMENT	Other Professional Service	10.99
				21.98

GENERAL FUND EXPENDITURES
FOR THE MONTH ENDING
JANUARY 31, 2018

CLAIM #	ACCOUNT #	VENDOR	DESCRIPTION	AMOUNT
1905842836	20281202	US BANK CORPORATE PAYMENT	Software	218.23
1905861602	20281202	US BANK CORPORATE PAYMENT	Software	870.75
1905861602	20281202	US BANK CORPORATE PAYMENT	Software	58.32
				1,147.30
1905842836	20285100	US BANK CORPORATE PAYMENT	Recreation Service	53.00
1905851622	20285100	GRANIT BAY MARTIAL ARTS C	Recreation Service	161.00
1905853853	20285100	MICHAEL ALMEDA	Recreation Service	1,200.00
1905856520	20285100	CLINT LEMAY	Recreation Service	624.00
1905859415	20285100	LORNELL DALE KNAUS / DALE	Recreation Service	250.00
1905859413	20285100	STEVE KNUTSEN	Recreation Service	400.00
1905861602	20285100	US BANK CORPORATE PAYMENT	Recreation Service	231.20
				2,919.20
1905851670	20285200	SAM'S CLUB DIRECT CML	Recreation Supplies	227.18
1905842836	20285200	US BANK CORPORATE PAYMENT	Recreation Supplies	1,217.34
1905842836	20285200	US BANK CORPORATE PAYMENT	TAX ACCRUAL	20.66
1905859406	20285200	WAL-MART STORES INC	Recreation Supplies	27.90
1905861602	20285200	US BANK CORPORATE PAYMENT	Recreation Supplies	657.52
1905861602	20285200	US BANK CORPORATE PAYMENT	TAX ACCRUAL	16.14
1905863931	20285200	GREG FOELL OR JASON BAIN	Recreation Supplies	5.00
				2,171.74
109336821	20296200	SACRAMENTO COUNTY	*QR CODES REDEEMED IN PUBLIC GA	5.25
1905851609	30322000	C I T TECHNOLOGY FIN SERV	Bond/Loan Redemption	429.93
1905850788	42420200	BURKETT'S OFFICE SUPPLY	Structures	183.25
1905864089	42420200	MTW GROUP	Structures	353.75
				537.00
1905851615	50557100	DEBRA A DAVIS	Fingerprinting Service	45.00
1905859410	50557100	STATE OF CALIFORNIA	Fingerprinting Service	128.00
				173.00

**ORANGEVALE RECREATION AND PARK DISTRICT GENERAL FUND
BUDGET EXPENDITURE DETAIL
FISCAL YEAR 2017/2018
JANUARY 2018**

Account Number	Expenditure Account	Budgeted 2017/2018	Current Expenditures	Expenditures to Date	Funds Available	% Left
1000	SALARIES & EMPLOYEE BENEFITS					
10111000	Salaries & Wages, Regular	785,000.00	23,434.80	336,746.30	448,253.70	57%
10112100	Salaries & Wages, Extra Help	375,000.00	4,219.08	157,821.19	217,178.81	58%
10112400	Salaries, Board members	12,000.00	500.00	3,000.00	9,000.00	75%
10121000	Retirement	170,000.00	5,763.00	78,520.99	91,479.01	54%
10122000	Social Security	85,000.00	2,016.96	36,933.18	48,066.82	57%
10123000	Group Insurance	215,000.00	16,690.73	126,879.10	88,120.90	41%
10124000	Worker's Comp. Ins	51,000.00	6,300.00	56,394.00	(5,394.00)	-11%
10125000	Unemployment Insurance	25,000.00	1,241.53	7,670.16	17,329.84	69%
10128000	Health Care/Retirees	3,000.00		-	3,000.00	100%
	SUB-TOTAL	1,721,000.00	60,166.10	803,964.92	917,035.08	53%
2000	SERVICES & SUPPLIES					
20200500	Advertise/Legal Notices	1,500.00	45.00	381.81	1,118.19	75%
20202100	Books/Periodicals/Subscrip	750.00		-	750.00	100%
20202900	Business/Conference Expense	5,000.00	166.21	2,017.22	2,982.78	60%
20203500	Education/Training Serv.	5,500.00		1,325.00	4,175.00	76%
20203600	Education /Training Supplies	1,000.00		-	1,000.00	100%
20203700	Tuition Reimbursement	2,000.00		-	2,000.00	100%
20203800	Employee Recognition	2,000.00	602.49	658.82	1,341.18	67%
20203802	Recognition Items	500.00		-	500.00	100%
20203803	Recognition Events	500.00		-	500.00	100%
20203900	Employee Transportation	3,000.00	148.35	1,281.35	1,718.65	57%
20205100	Liability Insurance	40,000.00	21,269.00	42,538.00	(2,538.00)	-6%
20205500	Rental Insurance	4,000.00	207.58	1,915.47	2,084.53	52%
20206100	Membership Dues	8,000.00	375.00	3,230.00	4,770.00	60%
20207600	Office Supplies	9,500.00	1,090.04	2,823.45	6,676.55	70%
20207602	Signs	500.00		1,719.56	(1,219.56)	-244%
20207603	Keys	350.00		-	350.00	100%
20208100	Postal Services	6,500.00	33.18	4,146.97	2,353.03	36%
20208102	Stamps	3,000.00	294.00	610.50	2,389.50	80%
20208500	Printing Services	28,000.00	4,062.30	10,113.30	17,886.70	64%
20210300	Agricultural/Horticultural Service	500.00		-	500.00	100%
20210400	Agricultural/Horticultural Supply	1,000.00		-	1,000.00	100%
20211200	Building Maint. Supplies	1,000.00	40.00	(80.00)	1,080.00	108%
20212200	Chemicals	500.00		-	500.00	100%
20213100	Electrical Maint. Service	400.00		-	400.00	100%
20213200	Electrical Maint. Supplies	500.00		-	500.00	100%
20214100	Land Improv. Maint. Services	500.00		-	500.00	100%
20214200	Land Improv. Maint. Supplies	500.00		-	500.00	100%
20215100	Mechanical System Maint. Ser	500.00		-	500.00	100%
20215200	Mechanical System Maint. Sup	500.00		-	500.00	100%
20216200	Painting Supplies	500.00		-	500.00	100%
20216700	Plumbing Maint. Service	400.00		-	400.00	100%
20216800	Plumbing Maint. Supplies	1,000.00		-	1,000.00	100%
20218100	Irrigation Services	500.00		-	500.00	100%
20218200	Irrigation Supplies	500.00		-	500.00	100%
20218500	Permit Charges	3,000.00		-	3,000.00	100%

Account Number	Expenditure Account	Budgeted 2017/2018	Current Expenditures	Expenditures to Date	Funds Available	% Left
20219100	Electricity	500.00		-	500.00	100%
20219200	Natural Gas / LPG/ Fuel Oil	500.00		-	500.00	100%
20219300	Refuse Collection / Disposal Service	500.00		-	500.00	100%
20219500	Sewage Disposal Service	500.00		-	500.00	100%
20219700	Telephone Service	15,000.00	662.19	4,970.81	10,029.19	67%
20219800	Water	1,000.00		-	1,000.00	100%
20219900	Telephone System Maint.	500.00		-	500.00	100%
20220500	Automotive Maint. Service	500.00		-	500.00	100%
20220600	Automotive Maint. Supplies	500.00		-	500.00	100%
20221200	Construction Equip Maint Sup	500.00		-	500.00	100%
20222600	Expendable Tools	500.00		-	500.00	100%
20223600	Fuel & Lubricants	500.00		-	500.00	100%
20226100	Office Equip Maint Service	1,000.00		-	1,000.00	100%
20226200	Office Equip Maint Supplies	5,000.00	196.56	368.60	4,631.40	93%
20227500	Rents/Leases Equipment	500.00		-	500.00	100%
20228100	Shop Equip Maint Service	500.00		-	500.00	100%
20228200	Shop Equip Maint Supplies	500.00		-	500.00	100%
20229100	Other Equip Maint Service	500.00		-	500.00	100%
20229200	Other Equip Maint Supplies	500.00		-	500.00	100%
20231400	Clothing/Personal Supplies	6,000.00		86.20	5,913.80	99%
20232100	Custodial Services	1,000.00		-	1,000.00	100%
20232200	Custodial Supplies	1,000.00		304.63	695.37	70%
20250500	Accounting Services	8,000.00		-	8,000.00	100%
20250700	Assessment/Collection Service	18,000.00	8,724.15	8,724.63	9,275.37	52%
20252500	Engineering Services	6,000.00		-	6,000.00	100%
20253100	Legal Services	15,000.00		-	15,000.00	100%
20256200	Transcribing Services	1,000.00	55.00	590.00	410.00	41%
20257100	Security Services	5,000.00		2,038.53	2,961.47	59%
20259100	Other Professional Services	5,000.00	21.98	33.24	4,966.76	99%
20259101	Computer Consultants	6,000.00		2,500.00	3,500.00	58%
20281201	PC Hardware	10,000.00		-	10,000.00	100%
20281202	PC Software	6,000.00	1,147.30	1,781.65	4,218.35	70%
20281203	PC Supplies	1,000.00		-	1,000.00	100%
20281900	Elections	0.00		-	0.00	#DIV/0!
20285100	Recreational Services	180,000.00	2,919.20	71,525.82	108,474.18	60%
20285200	Recreational Supplies	40,000.00	2,171.74	11,728.93	28,271.07	71%
20289800	Other Operating Exp - Supplies	2,000.00		363.75	1,636.25	82%
20289900	Other Operating Exp - Services	2,000.00	5.25	234.24	1,765.76	88%
20291100	System Development Services	3,000.00		2,758.35	241.65	8%
20296200	GS Parking Charges	200.00		-	200.00	100%
	SUB-TOTAL	479,100.00	44,236.52	180,690.83	298,409.17	62%
3000	OTHER CHARGES					
30321000	Interest Expense	17,000.00		16,484.62	515.38	3%
30322000	Bond/Loan Redemption	66,000.00	429.93	63,356.35	2,643.65	4%
30345000	Taxes/Licenses/Assess Trans	2,500.00		-	2,500.00	100%
	SUB-TOTAL	85,500.00	429.93	79,840.97	5,659.03	7%

Account Number	Expenditure Account	Budgeted 2017/2018	Current Expenditures	Expenditures to Date	Funds Available	% Left
4000	FIXED ASSETS					
41410100	Land	0.00		-	0.00	
42420200	Struc. & Improvements	235,000.00	537.00	217,270.99	17,729.01	8%
43430300	Vehicles/Equipment	7,500.00		-	7,500.00	100%
	SUB-TOTAL	242,500.00	537.00	217,270.99	25,229.01	10%
5000	INTERFUND CHARGES					
50557100	Fingerprinting Service	4,000.00	173.00	803.00	3,197.00	80%
	SUB-TOTAL	4,000.00	173.00	803.00	3,197.00	80%
79790100	<i>Contingency Appropriations</i>	0.00		-	0.00	0%
	<i>Deposit into Reserves</i>	0.00		-	0.00	0%
	GRAND TOTAL	2,532,100.00	105,542.55	1,282,570.71	1,249,529.29	49%

**ORANGEVALE RECREATION AND PARK DISTRICT GENERAL FUND
REVENUE STATEMENT
FISCAL YEAR 2017/2018
JANUARY 2018**

Account Number	Revenue Account	2017/2018 Budgeted Revenue	Realized This Period	Collection YTD Balance	YTD Uncollected Balance	% Collected
91910100	Prop. Taxes - Current Secured	1,190,000	713,378.63	713,378.58	476,621.42	59.95%
91910200	Prop. Taxes - Current Unsecured	40,000	44,429.25	44,429.25	-4,429.25	111.07%
91910300	Supplemental Taxes Current	10,000	10,718.06	10,718.06	-718.06	107.18%
91910400	Prop. Taxes Sec. Delinquent	10,000		8,682.44	1,317.56	86.82%
91910500	Prop. Taxes Supp. Delinq.	500		1,553.64	-1,053.64	310.73%
91910600	Unitary Current Secured	12,000	7,247.78	7,247.78	4,752.22	60.40%
91910800	Prior Year Supple-Delinq	-		0.00	0.00	
91910900	Education Rev. Augment. Fund	-		0.00	0.00	
91911000	Prop. Tax - Sec. Delinq. Roll	-		0.00	0.00	
91912000	Prop. Tax - Sec. Redemption	-		0.00	0.00	
91913000	Prop. Tax Prior - Unsecured	1,000	918.71	918.94	81.06	91.89%
91914000	Penalty Costs - Prop. Tax	200	69.44	71.68	128.32	35.84%
91919900	Taxes - Other	-		0.00	0.00	
	SUB-TOTAL TAXES 9100	1,263,700	776,761.87	787,000.37	476,699.63	62.28%
94941000	Interest Income	4,000	2,085.00	2,963.99	1,036.01	74.10%
94942900	Building Rental Other	90,000	14,772.81	64,416.86	25,583.14	71.57%
94943900	Cell Tower Leases	19,600	2,611.78	18,417.46	1,182.54	93.97%
94944800	Rec.Concessions Final 9	17,000	514.08	9,837.04	7,162.96	57.86%
94945900	Other Vending Devices	2,000		0.00	2,000.00	0.00%
94949000	Concessions - Other	-		0.00	0.00	
95952200	Homeowner Prop. Tax Relief	15,000	6,843.39	6,843.39	8,156.61	45.62%
95952900	In-Lieu Taxes	300,000		300,000.00	0.00	100.00%
95956900	State Aid - Other Misc. Programs	-		0.00	0.00	
96963313	Miscellaneous Fees	1,000		3,359.94	-2,359.94	335.99%
96964600	Recreation Service Charges	470,000	43,047.81	209,597.15	260,402.85	44.60%
96969700	Security Services	2,500	166.43	3,187.94	-687.94	127.52%
96969903	Sponsorships/Scholarships	-		0.00	0.00	
97973000	Donations & Contributions	-		5,209.38	-5,209.38	
97973200	Recreation Contributions	-		0.00	0.00	
97973300	Orangevale Clubs	-		0.00	0.00	
97974000	Insurance Proceeds	2,500	25.77	2,787.12	-287.12	111.48%
97979000	Revenue - Other	500		1,477.55	-977.55	295.51%
	SUB-TOTAL OTHER MISC. INCOME	924,100	70,067.07	628,097.82	296,002.18	67.97%
	TOTAL BUDGET AMOUNT	2,187,800	846,828.94	1,415,098.19	772,701.81	64.68%

OLLAD EXPENDITURES
FOR THE MONTH ENDING
JANUARY 31, 2018

	ACCOUNT #	VENDOR	DESCRIPTION	AMOUNT
1905859426	20210300	INALLIANCE	Agriculture/Horticulture Service	412.50
1905851612	20210400	GOLD COUNTRY TRACTOR INC	Agriculture/Horticulture Supplies	132.40
1905851612	20210400	GOLD COUNTRY TRACTOR INC	TAX ACCRUAL	0.62
1905851604	20210400	CARQUEST	Agriculture/Horticulture Supplies	77.52
				210.54
1905850764	20211200	LOWES BUSINESS ACCOUNT	Building Maintenance Supplies/Materials	241.09
1905851602	20211200	AMERICAN RIVER ACE HARDWA	Building Maintenance Supplies/Materials	30.13
1905868388	20211200	LOWES BUSINESS ACCOUNT	Building Maintenance Supplies/Materials	408.65
				679.87
1905861602	20212200	US BANK CORPORATE PAYMENT	Chemical Supplies	120.00
1905851602	20213200	AMERICAN RIVER ACE HARDWA	Electrical Maintenance Supplies	19.36
1905861602	20213200	US BANK CORPORATE PAYMENT	Electrical Maintenance Supplies	77.52
				96.88
1905850764	20214200	LOWES BUSINESS ACCOUNT	Land Improvement Maintenance Supplies	1,653.54
1905842836	20214200	US BANK CORPORATE PAYMENT	Land Improvement Maintenance Supplies	143.38
1905842836	20214200	US BANK CORPORATE PAYMENT	TAX ACCRUAL	10.16
1905851602	20214200	AMERICAN RIVER ACE HARDWA	Land Improvement Maintenance Supplies	49.51
1905864059	20214200	SITEONE LANDSCAPE SUPPLY	Land Improvement Maintenance Supplies	382.12
1700110914	20214200	SITEONE LANDSCAPE SUPPLY	Land Improvement Maintenance Supplies	-32.15
1905864054	20214200	NIMBUS LANDSCAPING MATERI	Land Improvement Maintenance Supplies	46.55
				2,253.11
1905851602	20215200	AMERICAN RIVER ACE HARDWA	Mechanical Systems Maintenance Supplies	34.38
1905859423	20215200	TURF STAR INC	Mechanical Systems Maintenance Supplies	181.20
1905859423	20215200	TURF STAR INC	TAX ACCRUAL	1.68
1905859419	20215200	GOLD COUNTRY TRACTOR INC	Mechanical Systems Maintenance Supplies	35.73
1905859419	20215200	GOLD COUNTRY TRACTOR INC	TAX ACCRUAL	0.16
				253.15
1905851602	20218200	AMERICAN RIVER ACE HARDWA	Irrigation Supplies	64.17
1905850771	20219100	SMUD	Electricity	6,034.07
1905850774	20219200	PACIFIC GAS AND ELECTRIC	Natural Gas/LPG/Fuel Oil	1,386.79
1905851608	20219300	ALLIED WASTE SERVICES OF	Reff Coll/Disposal Service	1,620.10
1905861602	20219300	US BANK CORPORATE PAYMENT	Ref Coll/ Disposal Service	203.60
				1,823.70
1905864018	20219500	COUNTY OF SACRAMENTO	Sewage Disposal Service	504.88
1905864066	20219500	UNITED SITE SERVICES	Sewage Disposal Service	188.63
1905864065	20219500	UNITED SITE SERVICES	Sewage Disposal Service	188.63
				882.14
1905842836	20219800	US BANK CORPORATE PAYMENT	Water	34.22
1905859399	20219800	ORANGEVALE WATER CO	Water	2,894.64
1905861602	20219800	US BANK CORPORATE PAYMENT	Water	63.83
				2,992.69
1905851604	20220600	CARQUEST	Auto Maintenance Supplies	247.36
1905851577	20223600	FLEETCOR TECHNOLOGIES	Fuel/Lubricants	528.69

OLLAD EXPENDITURES
FOR THE MONTH ENDING
JANUARY 31, 2018

1905842836	20227500	US BANK CORPORATE PAYMENT	Rent/Lease Equipment	1,193.66
1905859417	20227500	GREENBACK EQUIPMENT RENTA	Rent/Lease Equipment	263.25
1905864047	20227500	GREENBACK EQUIPMENT RENTA	Rent/Lease Equipment	222.00
				1,678.91
1905861592	20232200	STATE INDUSTRIAL PRODUCTS	Custodial Supplies	579.60
1905861584	20232200	ARAMARK UNIFORM SERVICE	Custodial Supplies	456.89
				1,036.49
1905842836	20259100	US BANK CORPORATE PAYMENT	Other Professional Service	550.00
1905861602	20259100	US BANK CORPORATE PAYMENT	Other Professional Service	709.99
1905861602	20259100	US BANK CORPORATE PAYMENT	TAX ACCRUAL	17.05
				1,277.04
1905851602	20289800	AMERICAN RIVER ACE HARDWA	Other Operating Expence Supplies	21.54
1905861584	20289800	ARAMARK UNIFORM SERVICE	Other Operating Expense Supplies	241.32
				262.86

ORANGEVALE RECREATION AND PARK DISTRICT - OLLAD ASSESSMENT
BUDGET EXPENDITURE DETAIL
FISCAL YEAR 2017/2018
JANUARY 2018

Account Number	Expenditure Account	Budgeted 2017/2018	Current Expenditure	Expenditures to Date	Funds Available	% Left
2000	SERVICES & SUPPLIES					
20207603	Keys	2,000.00		362.74	1,637.26	82%
20210300	Agricultural/Horticultural Service	12,000.00	412.50	2,587.50	9,412.50	78%
20210400	Agricultural/Horticultural Supply	15,000.00	210.54	2,287.00	12,713.00	85%
20211200	Building Maint. Supplies	8,000.00	679.87	8,660.60	(660.60)	-8%
20212200	Chemicals	30,000.00	120.00	9,941.00	20,059.00	67%
20213100	Electrical Maint. Service	6,000.00		-	6,000.00	100%
20213200	Electrical Maint. Supplies	2,000.00	96.88	634.80	1,365.20	68%
20214100	Land Improv. Maint. Service	22,000.00		4,290.00	17,710.00	81%
20214200	Land Improv. Maint. Supplies	48,000.00	2,253.11	21,441.60	26,558.40	55%
20215100	Mechanical System Maint. Ser	10,000.00		241.94	9,758.06	98%
20215200	Mechanical System Maint. Sup	3,000.00	253.15	451.34	2,548.66	85%
20216200	Painting Supplies	1,500.00		216.00	1,284.00	86%
20216700	Plumbing Maint. Service	1,000.00		-	1,000.00	100%
20216800	Plumbing Maint. Supplies	4,000.00		4,265.57	(265.57)	-7%
20218100	Irrigation Service	2,000.00		-	2,000.00	100%
20218200	Irrigation Supplies	12,000.00	64.17	14,146.17	(2,146.17)	-18%
20218500	Permit Charges	2,000.00		2,175.25	(175.25)	-9%
20219100	Electricity	83,000.00	6,034.07	42,775.76	40,224.24	48%
20219200	Natural Gas / LPG/ Fuel Oil	30,000.00	1,386.79	3,079.55	26,920.45	90%
20219300	Refuse Collection / Disposal Service	24,000.00	1,823.70	9,850.03	14,149.97	59%
20219500	Sewage Disposal Service	14,000.00	882.14	6,760.45	7,239.55	52%
20219800	Water	51,000.00	2,992.69	37,475.00	13,525.00	27%
20219900	Telephone System Maintenance	3,000.00		-	3,000.00	100%
20220500	Auto Maintenance Service	7,000.00		1,705.89	5,294.11	76%
20220600	Auto Maintenance Supplies	4,000.00	247.36	6,628.88	(2,628.88)	-66%
20221200	Construction Equip. Maint. Supp.	500.00		24.86	475.14	95%
20222600	Expendable Tools	4,000.00		2,549.98	1,450.02	36%
20223600	Fuel & Lubricants	21,000.00	528.69	5,800.56	15,199.44	72%
20227500	Rent/Lease Equipment	3,000.00	1,678.91	2,187.50	812.50	27%
20228100	Shop Equip. Maint. Service	2,000.00		40.84	1,959.16	98%
20228200	Shop Equip. Maint. Supplies	7,000.00		2,260.91	4,739.09	68%
20229100	Other Equip. Maint. Service	2,500.00		50.59	2,449.41	98%
20229200	Other Equip. Maint. Supplies	2,000.00		2,233.89	(233.89)	-12%
20232200	Custodial Supplies	20,000.00	1,036.49	10,353.32	9,646.68	48%
20250500	Accounting Services	3,000.00		-	3,000.00	100%
20252500	Engineering Services	15,000.00		6,018.57	8,981.43	60%
20253100	Legal Services	20,000.00		7,164.50	12,835.50	64%
20257100	Security Services	18,000.00		6,368.96	11,631.04	65%
20259100	Other Professional Services	25,000.00	1,277.04	9,369.62	15,630.38	63%
20289800	Other Operating Expense Sup.	3,500.00	262.86	2,683.14	816.86	23%
	SUB-TOTAL	543,000.00	22,240.96	237,084.31	305,915.69	56%
3000	OTHER CHARGES					
30321000	Interest Expense	0.00		-	0.00	0%
30322000	Bond/Loan Redemption	0.00		-	0.00	0%

Account Number	Expenditure Account	Budgeted 2017/2018	Current Expenditure	Expenditures to Date	Funds Available	% Left
30345000	Taxes/Licenses/Assess Trans	1,200.00		1,108.82	91.18	8%
	SUB-TOTAL	1,200.00	-	1,108.82	91.18	8%
4000	FIXED ASSETS					
42420200	Struc. & Improvements	115,000.00		2,466.34	112,533.66	98%
43430300	Equipment	70,000.00		17,856.19	52,143.81	74%
	SUB-TOTAL	185,000.00	-	20,322.53	164,677.47	89%
	GRAND TOTAL	729,200.00	22,240.96	258,515.66	470,684.34	65%

**ORANGEVALE RECREATION AND PARK DISTRICT - KENENTH GROVE ASSESSMENT
BUDGET EXPENDITURE DETAIL
FISCAL YEAR 2017/2018
JANUARY 2018**

Account Number	Expenditure Account	Budgeted 2017/2018	Current Expenditures	Expenditures to Date	Funds Available	% Left
2000	SERVICES & SUPPLIES					
20200500	Advertise/Legal Notices	500.00		-	500.00	100%
20207600	Office Supplies	100.00		5.42	94.58	95%
20207602	Signs	50.00		-	50.00	100%
20210300	Agricultural/Horticultural Service	500.00		-	500.00	100%
20219800	Water	800.00	39.19	274.33	525.67	66%
20223600	Fuel & Lubricants	600.00	22.03	238.10	361.90	60%
20250500	Accounting Services	500.00		-	500.00	100%
20252500	Engineering Services	1,000.00		-	1,000.00	100%
20253100	Legal Services	100.00		-	100.00	100%
20256200	Transcribing Services	150.00		-	150.00	100%
20259100	Other Professional Services	500.00		-	500.00	100%
20289900	Other Operating Exp - Services	300.00		-	300.00	100%
20291500	COMPASS Costs	300.00		-	300.00	100%
20296200	GS Parking Charges	30.00		-	30.00	100%
	SUB-TOTAL	5,430.00	61.22	517.85	4,912.15	90%
4000	FIXED ASSETS					
42420200	Struc. & Improvements	0.00		-	0.00	0%
	SUB-TOTAL	0.00	-	-	0.00	0%
	GRAND TOTAL	5,430.00	61.22	517.85	4,912.15	90%

**ORANGEVALE RECREATION & PARK DISTRICT
AD HOC DISC GOLF COMMITTEE MEETING RECAP
FRIDAY, FEBRUARY 2, 2018
11:00 AM**

MEETING LOCATION:

District Office, 6826 Hazel Avenue, Orangevale, CA 95662

1. **CALL TO ORDER** *The meeting was called to order at 11:02 a.m.
Roll call: Director Montes, Director Meraz, Administrator Foell, Interim Park Supt. Wade, Bruce Knisley and Jennifer Knisley (Final 9 Sports), Maint. II Edwards, Jeff Silver (Shady Oaks Disc Golf Club President)*
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. *No comments*
3. **UNFINISHED BUSINESS**
4. **NEW BUSINESS**
 - A. Discussion of Disc Golf Pay to Play
Administrator Foell gave an overview of the origins of the pay to play concept for the Shady Oaks Disc Golf Course and summarized the PowerPoint presentation given at the September 2017 Board of Directors meeting. The following is a summary of the major discussion points:
 - a. *The group established the reasons for pay to play as generating funding for development of the disc golf facilities, (which would include, but not limited to; parking lot expansions, restroom renovation, tree planting and care, etc. as outlined in PowerPoint), and marshalling/security at the course.*
 - b. *The group discussed local issues that may justify the need for additional course marshalling/security, which mostly surrounds the use/consumption of marijuana/alcohol on the course. The funds for such marshalling/security could be generated from the pay to play funds.*
 - c. *The group discussed the staffing necessities' surrounding maintaining the course and mitigating hazardous conditions in the course, park, and parking lot. The necessity of extra staffing to collect the funds from the paying course patrons was discussed, as well the desired projects the pay to play would contribute funds to.*
 - d. *The group discussed California publicly owned disc golf courses already operating on a pay to play systems. (Balboa Park in San Diego, Veteran's Park in Los Angeles, Central Park in Huntington Beach) as well as a course in Stockton which charges for parking. It was pointed out that many East Coast and Midwest disc golf courses are pay to play. Sacramento area lacking a publicly owned pay to play course was discussed and compared to the privately owned Sunrise Golf Course in Citrus Heights, that offers pay to play disc golf. Privately owned disc golf courses were discussed because they are mostly operated on a fee collecting system as well.*
 - e. *The committee's role to make a recommendation to the Board regarding whether to pursue pay to play or cease discussion of the concept at this time was discussed.*
 - f. *The committee discussed the concerns of an Orangevale resident and questions he posed regarding the pay to play discussion in preparation for this meeting.*
 - g. *The demographics surrounding use of the course was discussed with approximately 25 percent being Orangevale residents. The discussion covered the fact that public parks often provide concession operations for disc golf, softball/baseball complexes, soccer, and ball golf. These activity areas often charge entry and parking fees.*
 - h. *A fee structure was discussed of Weekday/Weekend Use at \$4, Resident Annual Passes at \$50, Non-resident Annual Passes at \$100, including 12 days of annual free play, and children under 16 years of age being able to play for free. The ability to earmark funds from the pay to play to accomplish maintenance and capital projects for the course was discussed.*

- i. *Club and District projects in/around the course that are being planned were discussed as well as projects recently completed.*
- j. *Manie Meraz discussed his impression of the users of the course through his verbal surveying prior to this meeting.*
- k. *The committee requested staff to prepare a survey to get public input regarding the payment of fees and the ability for the District to provide additional services including certain capital projects, course improvements, and providing marshalling and additional security. In addition, they requested that a budget with estimated revenues and expenses be created. This was to include estimates about the time (number of years) before some of the larger projects could be accomplished and how the revenue would be distributed (i.e. cost for collecting fees, marshalling and security, materials/equipment, staffing (both District and Final 9 Sports, capital projects, etc.).*
- l. *Means of surveying players/community was discussed. The upcoming Orangevale Community Park Master Plan was discussed as one method to gather survey information.*
- m. *Other facilities in the District falling under the paid use concepts was discussed, specifically the use of the equestrian facilities.*
- n. *Normal responsibilities of a Park District to facilities were discussed. The help contributed from the Shady Oaks Disc Golf Club were discussed as well. The Districts capital improvement plan was discussed in relation to the current highest priority projects in the District. Administrator Foell indicated that the potential disc golf improvements are not currently high enough on the list to generate funding in the near future. One reason to consider pay to play would be to expedite needed renovations to the facilities at the disc golf course. This led to further discussion of funds from the pay to play being earmarked for use at Shady Oaks Disc Golf Course and the facilities that support it. Administrator Foell mentioned that an enterprise fund could be set up that accounts by a separate budget for the revenue collected from the fees and the expenses associated with the course. It was pointed out that the board will have an increased sense of obligation to the disc golf course.*
- o. *Jeff Silver pointed out that if the fees were \$3/day and 100 patrons paid the fees each day of the year, the fees generated would be \$109,500 annually. The question again arose about the amount that would be available for projects once the expenses (staffing, marshalling/security, etc.) were deducted. The use of an Iron Ranger to collect self-payment on an honor system was also discussed.*
- p. *A survey of the committee's impression of the pay to play was taken; Bruce Knisley is quoted "If it gets things done around the course, I am for it, however, if we aren't going to see the improvements I am against it." Jenny Knisley expressed similar feelings. Lisa Montes wanted to see the survey results before making a firm stance. Manie Meraz pointed out the pay to play would increase Board of Directors obligation to the course and is for the concept. Bruce Edwards is for the concept. Jeff Silver speaking as representative of Shady Oaks Disc Golf Club is opposed and commented that the club's feeling is the park is in good shape. Jason Bain questioned that given the fee structure and the opportunity for patrons to purchase a yearly pass whether the funds would generate enough revenue on a yearly basis to justify the fee.*
- q. *Contracting with Final 9 Sports to collect the fees was discussed to offset the extra staffing requirements of handling daily sales. The potential negative impact on Final 9 Sports reputation and image was discussed in regard to them administering the daily sales. Allowing sponsorships for individual holes, and potential difficulties were discussed.*
- r. *Consequences for a patron not paying and enforcement of payment of fees was discussed.*
- s. *The committee decided to recommend that staff move forward with the preparation of the survey and draft budget and for staff to bring these two items back to the committee for review.*

5. **DIRECTOR'S AND STAFF'S COMMENTS** *None.*

6. **ITEMS FOR NEXT AGENDA** *Draft survey and budget.*

7. **ADJOURNMENT** *The meeting was adjourned at 12:11 p.m.*

STAFF REPORT



DATE: 3-8-18

TO: Board of Directors

FROM: Greg Foell, District Administrator

SUBJECT: MONTHLY ACTIVITY REPORT – FEBRUARY 2018

ADMINISTRATION

- The Disc Golf Ad Hoc Committee met on February 2nd.
- Administrator Foell met with Drone photographer Roger Grimm to discuss marketing ideas.
- Administrator Foell and Interim Park Superintendent Scott Wade met with Garrett Wright, a PG&E contractor regarding an encroachment easement at Rollingwood.
- Administrator Foell attended a meeting discussing the “Big Day of Service” to be held May 5th.
- Administrator Foell and Interim Park Superintendent Wade met with Aaron Cochran regarding proposed “Big Day of Service” projects to be held at Orangevale Community Park.
- Administrator Foell and Interim Park Superintendent Wade met with Grant Barry regarding a possible Eagle Scout project at Orangevale Community Park.
- Administrator Foell and Interim Park Superintendent Wade met with Ellen Vigna with “Orangevale Rocks” regarding a possible “Big Day of Service” project at Pecan Park.
- Staff and landscape architect Peter Larimer conducted a kick-off meeting for the Orangevale Community Park Master Plan project.

RECREATION

February Activities	Enrollment	Attendance	Gross Revenue
Classes			
Aiki Jujitsu Self Defense	3		\$ 165.00
Aikido Teen/Adult	7		\$ 1,247.00
Aikido Youth	2		\$ 175.00
Babysitting CPR	1		\$ 27.00
Basic Life Support CPR & AED	2		\$ 127.00
Ballet - Baby	2		\$ 64.00
Ballet – Pre Ballet	7		\$ 224.00
Child and Babysitting Safety	1		\$ 41.00
Dance - East Coast Swing	6		\$ 270.00
Dance - Intermediate Salsa	2		\$ 54.00
Dance - West Coast Swing	4		\$ 176.00
Gymnastics - Kinder Gym	3		\$ 333.00
Gymnastics - Parent	3		\$ 312.00
Participation			
Gymnastics - Tot	2		\$ 208.00
Internet Drivers Education	2		\$ 84.00
Jazzercise		282	
Karate - Preschool	3		\$ 336.00
Karate - SA Shotokan	10		\$ 1,058.00
Kids Ninja	2		\$ 204.00

Natural Soap Making	6		\$ 162.00
New Star Childrens Theater	3		\$ 591.00
Pee Wee Basketball	7		\$ 353.00
Self Care Yoga	6		\$ 279.00
Simply Crafty Women		15	
Social Security: How to pay less	3		\$ 30.00
Tai-Chi Chuan	4		\$ 171.00
TwirlSport Cheer	2		\$ 107.00
TwirlSport Tumbling	9		\$ 477.00
Ukulele	41		\$ 41.00
Classes Sub Total	143	297	\$ 7,316.00
Events			
Best Friends Bash		30	
Magical Mysteries	87		\$ 280.00
Events Sub Total	87	30	\$ 280.00
SENIORS			
Bridge	80		\$ 80.00
M.O.V.E. mid-day movie		4	
Senior Lunches		186	
Seniors Sub Total	80	190	\$ 80.00
Trips			
Collette: Travel Presentation		15	
Irish Splendor	2		\$ 5,668.00
Napa Wine Train	12		\$ 2,340.00
Trips Sub Total	14	15	\$ 8,008.00
GRAND TOTAL	296	532	\$ 15,684.00

February Gross Revenue Recap – February OTC (over-the-counter) revenue for combined recreation and facility rentals ended at \$29,330, 5,330 over the projected amount. February recreation revenue came in at \$17,108, \$892 under the projected amount and facility revenue in came in at \$6,222, \$6,222 over the projected amount. *Please note the revenue referenced here includes prepayments for future programs while the revenue figures listed in the chart on the previous page represent revenue attributed to programs occurring in February.*

PROGRAM HIGHLIGHTS

- Magic show had 87 in attendance
- Collette travel presentation had 15 people

UPCOMING EVENTS

- 3/9 Kids Night out
- 4/14 Creek Week Clean up
- 4/21 Spring Rummage Sale

SECURITY

Fulton-El Camino Park District Police Department Monthly Status Report for: Orangevale Recreation and Park District Reporting Period: 01/01/2018 to 01/31/2018

NOTICE TO APPEAR BY PARK

Park Name: Pecan Park

Infractions: 1

1/24/2018 5:04:00 PM

--> Violation 1: 9.36.057.5 - ALCOHOL IN PARK Severity: Infraction

Park Name: Sundance Nature Area

Infractions: 1

1/10/2018 11:10:00 AM

--> Violation 1: 9.36.061 (a) (4) - ANIMALS Severity: Infraction

PARKING CITATIONS BY PARK

Park Name: Almond Park

1/24/2018 4:05:00 PM

--> Violation 1: SCO 10.16.050 (b) PARKING IN MORE THAN ONE SPACE

1/17/2018 1:46:00 PM

--> Violation 1: CVC 5204 (a) CURRENT REGISTRATION TABS NOT PROPERLY DISPLAYED

Park Name: OV Community Center

1/24/2018 4:32:00 PM

--> Violation 1: SCO 10.16.050 (b) PARKING IN MORE THAN ONE SPACE

--> Violation 2: CVC 5200 (a) DISPLAY OF LICENSE PLATES TWO (2) REQUIRED

1/8/2018 11:18:00 PM

--> Violation 1: SCO 9.36.065 (e) PARKING IN PARK AFTER POSTED HOURS

Park Name: OV Community Park (Disc Golf)

1/29/2018 5:32:00 PM

--> Violation 1: CVC 4000 (a) NO CURRENT REGISTRATION

1/10/2018 10:42:00 AM

--> Violation 1: CVC 4000 (a) NO CURRENT REGISTRATION

1/10/2018 10:47:00 AM

--> Violation 1: CVC 5200 (a) DISPLAY OF LICENSE PLATES TWO (2) REQUIRED

Park Name: Sundance Nature Area

1/10/2018 11:03:00 AM

--> Violation 1: SCO 10.24.030 (b) POSTED PROHIBITED STOPPING/STANDING/PARKING

PARKS

February Project List

- Weekly sanitation routine at dog park located at Pecan Park.
- Daily sanitation routine for all restrooms located at Pecan Park, Disc Golf, Horse Arena, as well as Oak & Filbert. Weekly deep clean of restroom floors and fixtures.
- Monthly playground inspections at all sites. (Orangevale Community Park, Norma Hamlin Park, Almond Park, Pecan Park, Orangevale Community Center Park)
- Empty all trash receptacles weekly, if not more frequently (due to receptacles noticed to be full, or prior to reservations).
- Daily pool inspections to ensure proper operation of pump and sanitation equipment.
- Completed first mowing of 2018.
- Pruned privets away from the Youth Center building from neighbors' yard.

- Replaced gate latch at pool pump house, as repair from recent break in. Welded in place to prevent future break ins of similar forced entry.
- Grinded stumps at horse arena, Oak & Filbert, & Shady Oaks Disc Golf Course.
- Interim Superintendent Wade Attended the Disc Golf Pay to Play Ad Hoc Committee meeting and acted as secretary taking notes and writing minutes.
- Replaced domestic plumbing to youth center snack bar, and hose spigot on the back side of the snack bar.
- Fertilized Youth Center Park (ball diamond and lawn surrounding).
- Trained Lucas L. to properly change HST fluid on F3 series mowers.
- Fertilized Coleman soccer fields.
- Fertilized Oak & Filbert soccer fields, and surrounding areas.
- Fertilized Horse arena soccer fields and surrounding areas.
- Fertilized Pasteur Middle School soccer field & ball diamond outfield.
- Coordinated delivery of gopher controlling device.
- Playground repairs at Pecan Park. While working on site switch out one of the bucket swings on swing set in favor of a strap swing to enable children of all ages to enjoy the swing set.
- Executed volunteer tree planting effort at Almond Park, utilizing the Almondale Academy. Planted, was a dawn redwood, Japanese red cedar, pond cypress, Chinese cypress, and Casuarina cunninghamiana. All trees were donated by Nelson Kirk.
- Replaced fluids, filters, and rakes on John Deere 1200A (infield groomer) in preparation for routine service of ball diamonds.
- Began application process for Street Use Permit in order to have Sacramento County place temporary NO PARKING signs on Almond View Court for the duration of St. Patrick's Day Tournament at Shady Oaks Disc Golf course.
- Received delivery of gopher control machine.
- Fertilized Palisades soccer fields.
- Fertilized Pecan Park soccer fields and around playground.
- Scheduled and planned Sierra College Sustainable Tree Care lesson day at Almond Park for February 28th. Class of 17 students to come spend 2 hours at the park pruning young Chinese Pistache & Zelkova for structure and form.
- Prepared Thunderhead Circle site for delivery of roll off dumpster to facilitate Sheriff's Work Project event. Accept delivery of roll off dumpster and ensure proper placement.
- Watered all freshly planted trees by hand, utilizing truck mounted water tank, at Youth Center Park, Orangevale Community Park, and Almond Park.
- Met with Clark G., a citizen concerned about disc golf tournament impact on local vernal pools in the nature area around the disc golf course.
- Met with Grant Berry, a potential Eagle Scout looking for a project. With some coaxing Grant became excited about building a protective fence around the vernal pools in the nature area around the disc golf course.
- Utilizing Sheriff's Work Project, as well as some staff, we began clearing out the invasive species (mostly privets, & ivy) at Thunderhead Circle greenbelt of Sundance Park. While we were there we removed unpermitted constructions (rope swings, benches, and fort).
- Replaced domestic water supply line to snack bar at Youth Center. While working on this line we eliminated a hose spigot, and replaced it with a quick connect, and tucked everything behind some shutoff valves and below a valve box.
- Performed in house pesticide training to maintain good standing with the Department of Pesticide Regulation as well as ensure all staff has the same understanding of laws, expectations,

regulations, Personal Protective Equipment and the appropriate use and care of it, as well as other safety concerns.

- Took measurements of project scope for potential Eagle Scout project (Grant Berry vernal pool fence).
- Met with Greg, and Ellen about potential "Ov Rocks" Garden at Pecan Park. Potentially a project for April of this year.
- Fertilized Orangevale Community Center Park soccer field using a weed and feed fertilizer to control weeds while providing nutrients to desired species of turf grass.
- Attended master plan meeting with MTW and District staff at Orangevale Community Park.
- Installed two new B.B.Q.s at Almond Park.
- Hosted Sheriff's Work Project at Pecan Park; removed privets around creek, removed chunks of cement and broken parking lot blocks, and began removing cement from old basketball uprights, & clear northeast corner of privets coming back as well as ivy off oak trees.
- Palisades sprayed out while school out on vacation.
- Sprayed Coleman parking lot islands, bollards, and ball diamonds while school out on Presidents week vacation.
- Began tree internship with Chris Smith, by removing Bradford pear at Almond Park, this includes falling tree, chipping everything that we could (mulch spread at Pecan Park), & grinding stump.
- Replaced chain link fence in backyard at Kidz Korner with dog eared wood fence to match the rest of the existing fence and provide more privacy for school.
- Finished sprinkler conversion at Palisades (Golden Valley Charter School), and repaired 2 broken heads found on field.
- Inspected irrigation system at Pasteur Middle School.
- Inspected irrigation system at Oak & Filbert.
- Spread black mulch around Community Center building to suppress weed population and improve appearances with vibrant color.
- Hosted sustainable tree care internship with Chris Smith, by removing another Bradford pear at Almond Park. We fell the tree chipped up everything that would fit through the chipper (the mulch was spread at Pecan Park), then rented a stump grinder and removed the stump from the tree we fell, as well as another stump from a tree that was removed last year.
- Initiated repairs on Kubota ZD331 PTO gearbox; remove, inspect, and order necessary parts.
- Changed ignition switches and door locks on 1998 Ford Ranger, due to old ones being so worn out getting into the truck and starting it have become time consuming.
- Repaired leaky urinal flush valve at Disc Golf men's restroom.
- Hosted Sustainable Tree Care intern with Chris Smith, by removing a Bradford pear from the Community Center Down by the pool. This included falling the tree, chipping up all the limbs that fit through the chipper (mulch to be spread at Pecan Park), and removing the stump with a stump grinder rented from Greenback Rents.
- Removed six old stumps from Bradford pears (already removed or prepped for removal previously) at Community Center Park using the stump grinder rented from Greenback Rents while the intern was doing other tasks.
- Hosted Sustainable Tree Care lab (Sierra College) at Almond Park; a class of 17 students were educated about pruning for structure and form by Scott Wade. Then the students were given practice pruning 9 of young Chinese pistache and Zelkova trees.

Sustainable Tree Care Lab for Sierra College held at Almond Park

The District through Scott Wade hosted a Sustainable Tree Care lab for Sierra College on Wednesday, February 28th at Almond Park. Scott instructed the class on pruning for structure and form. The lab started with the group discussing appropriate cuts and why the cuts were chosen on one of the young Chinese pistache (*Pistacia chinensis*) and one of the zelkova (*Zelkova serrata*) trees. Following the group instruction, the students paired up (the less experienced individuals were put into groups of 4) and a total of nine of our young trees were pruned. (a mix of Chinese pistache and zelkova trees). The instructor had a lot of positive feedback following the class, and it sounds like this could turn into an annual event. All of the small limbs that were removed as well as limbs from a Bradford pear removed by the District's student intern earlier in the day were chipped up and used as mulch for weed control.





RESOLUTION NO: 18-03-591

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
ORANGEVALE RECREATION AND PARK DISTRICT DIRECTING
PREPARATION OF THE ENGINEER'S REPORT FOR THE
ORANGEVALE LANDSCAPING AND LIGHTING ASSESSMENT
DISTRICT (OLLAD) OF THE ORANGEVALE RECREATION AND
PARK DISTRICT**

RESOLVED, by the Governing Board (the "Board") of the Orangevale Landscaping and Lighting Assessment District (the "District"), County of Sacramento, State of California, that

1. On July 17, 1991, by its Resolution No. 816, this Board ordered the formation of and levied the first assessment within the Orangevale Recreation and Park District Maintenance Assessment District 1991 (the "Assessment District") pursuant to the provisions of the Landscaping and Lighting Act of 1972.
2. The purpose of the Assessment District is for the installation, maintenance and servicing of improvements to the Orangevale Recreation and Park District, as described in Section 3 below.
3. Within the Assessment District, the existing and proposed improvements, and any substantial changes proposed to be made to the existing improvements, are generally described as installation, maintenance and servicing of public recreational facilities and improvements, including, but not limited to, turf and play areas, landscaping, ground cover, shrubs and trees, irrigation systems, drainage systems, lighting, fencing, entry monuments, basketball courts, tennis courts, gymnasium, running tracks, swimming pools, other recreational facilities, security guards, graffiti removal and repainting, and labor, materials, supplies, utilities and equipment, as applicable, at each of the locations owned, operated or maintained by the Orangevale Recreation and Park District.
4. SCI Consulting Group is hereby designated as Engineer of Work for purposes of these proceedings and is hereby ordered to prepare an Engineer's Report in accordance with Article 4 of Chapter 1 of the Act and Article XIID of the California Constitution. Upon completion, the Engineer shall file the Engineer's Report with the Clerk of the Governing Board for submission to the Board.

PASSED AND ADOPTED this 8th day of March, 2018 by the following vote, to wit:

AYES:
NOES:
ABSENT:
ABSTAIN:

6826 Hazel Avenue
Orangevale, CA 95662
916-988-4373
OVparks.com

CLERK OF THE BOARD



RESOLUTION NO: 18-03-592

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
ORANGEVALE RECREATION AND PARK DISTRICT
DIRECTING PREPARATION OF THE ENGINEER'S REPORT
FOR THE KENNETH GROVE LANDSCAPING AND LIGHTING
ASSESSMENT DISTRICT OF THE ORANGEVALE
RECREATION AND PARK DISTRICT**

RESOLVED, by the Board of Directors (the "Board") of the Kenneth Grove Landscaping and Lighting Assessment District, County of Sacramento, State of California, that

1. The formation of the Kenneth Grove Maintenance Assessment District (the "Assessment District"), pursuant to the provisions of the Landscaping and Lighting Act of 1972 has previously been ordered through Resolution 94-05-86A.
2. The purpose of financing certain park and recreation improvements and refurbishments, as specified in the District's updated Master Plan and for the purpose of funding maintenance operations of the District, as described in Section 3 below.
3. Within the Assessment District, the existing and proposed improvements, and any substantial changes proposed to be made to the existing improvements, are generally described as installation, maintenance and servicing of public recreational facilities and improvements at each of the locations owned, operated or maintained by the Orangevale Recreation and Park District's Kenneth Grove Assessment District.
4. SCI Consulting Group is hereby designated as Engineer of Work for purposes of these proceedings and is hereby ordered to prepare an Engineer's Report in accordance with Article 4 of Chapter 1 of the Act and Article XIIID of the California Constitution. Upon completion, the Engineer shall file the Engineer's Report with the Clerk of the Governing Board for submission to the Board.

PASSED AND ADOPTED this 8th day of March, 2018 by the following vote, to wit:

AYES:
NOES:
ABSENT:
ABSTAIN:

CLERK OF THE BOARD

6826 Hazel Avenue
Orangevale, CA 95662
916-988-4373
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RESOLUTION # 18-03-593

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
ORANGEVALE RECREATION AND PARK DISTRICT CALLING
THE GENERAL DISTRICT ELECTION
TO BE CONSOLIDATED WITH STATEWIDE ELECTION**

WHEREAS, an election will be held within the Orangevale Recreation and Park District on Tuesday, November 6, 2018, in Sacramento County for the purpose of electing three Directors; and

WHEREAS, a General Election will be held within the County of Sacramento on the same day; and

WHEREAS, Elections Code Section #10403 requires jurisdictions to file with the Board of Supervisors, and a copy with the Registrar of Voters, a resolution requesting consolidation with a statewide election.

THEREFORE, BE IT RESOLVED, that the Orangevale Recreation and Park District requests the Board of Supervisors of Sacramento County to consolidate the regularly scheduled General District Election with the statewide election to be held November 6, 2018; and

BE IT FURTHER RESOLVED, that payment to the Voter Registration and Elections office is required for the publication of the candidate's statement, pursuant to Elections Code Section #13307. The limitation on the number of words that a candidate may use in his/her candidate's statement is 200 words; and

BE IT FURTHER RESOLVED, that the Orangevale Recreation and Park District agrees to reimburse the Registrar of Voters for actual costs accrued, such costs to be calculated by the method set forth in the County's current Election Cost Allocation Procedures.

BE IT FURTHER RESOLVED, that the Orangevale Recreation and Park District certifies that the map and boundary description, on file with the County of Sacramento is current. There have been no boundary changes to the Orangevale Recreation and Park District.

PASSED AND ADOPTED by the following vote on this 8th day of March, 2018.

AYES:

NOES:

ABSTAIN:

ABSENT:

APPROVED: _____
Chair, Board of Directors

ATTEST: _____
Clerk of the Board

6826 Hazel Avenue
Orangevale, CA 95662
916-988-4373
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**NOTICE DISTRICT ELECTION
IN THE ORANGEVALE RECREATION & PARK DISTRICT**

Notice is hereby given that a General Election will be held on November 6, 2018 in this district. The offices for which candidates may declare their candidacy are:

<i>Title of office</i>	<i>Number of Positions</i>
<u>Director</u>	<u>3</u>

QUALIFICATIONS: Each candidate must meet the following qualifications for office as specified in the principal act or applicable code under which this district is organized:

District Resident

CODE REFERENCE:

Official declarations of candidacy for eligible candidates desiring to file for any of the elective offices may be obtained from the office of the Registrar of Voters at 7000 65th Street, Suite A, Sacramento, CA 95823-2315, on and after July 16, 2018, and must be filed not later than 5:00 p.m. on August 10, 2018. However, if a declaration of candidacy for an incumbent is not filed by August 10, 2018, any person other than the incumbent shall have until 5:00 p.m. on August 15, 2018 to file a declaration of candidacy for such office.

Appointment to each elective office will be made by the supervising authority as prescribed by Elections Code §10515 in the event there are no candidates or an insufficient number of candidates for such office and a petition for an election is not filed within the time prescribed by Elections Code §10515; that is, by 5:00 p.m. on August 15, 2018.

Dated this 8th day of March, 2018.

(Seal)

District Secretary _____

6826 Hazel Avenue
Orangevale, CA 95662
916-988-4373
OVparks.com



PUBLICATION OF NOTICE OF ELECTION

Elections Code §12112 requires the publication of a "Notice of Election." The notice shall contain the date of the General Election, name the offices for which candidates may file, and state the qualifications required by the principal act for each office, as well as other pertinent information.

Orangevale Recreation & Park District

The Registrar of Voters will publish a combined election notice for all districts scheduled for election on November 6, 2018.

Dated this 8th day of March, 2018.

District Secretary

6826 Hazel Avenue
Orangevale, CA 95662
916-988-4373
OVparks.com

STAFF REPORT



DATE: 3-8-18

TO: Board of Directors

FROM: Greg Foell, District Administrator

SUBJECT: APPROVAL OF THE SETTLEMENT AGREEMENT WITH TJR RESOURCES INCORPORATED REGARDING ORANGEVALE COMMUNITY PARK OAK AND FILBERT AVENUE PATHWAY PROJECT

RECOMMENDATION

Approve the settlement agreement with TJR Resources Incorporated regarding Orangevale Community Park Oak and Filbert Avenue Pathway Project.

BACKGROUND

TJR constructed the Orangevale Community Park Oak and Filbert Pathway Project. The installation has hairline cracks in 39 of the six-foot panels across the park. The cracks are virtually all following the rebar lines in the concrete and haven't enlarged over the past six months. To avoid potential legal action and to provide greater protection for the District, staff has reached a tentative agreement with TJR. TJR will extend the warranty for an additional year, forfeit the retention, and provide repairs if any of the cracks widen to 1/16th of an inch over the two-year period. The District's attorney has reviewed the terms of agreement and is crafting a settlement agreement. Staff recommends approval of the settlement agreement based on the terms outlined in the letter from TJR.

RECOMMENDED MOTION

I move that we approve the settlement agreement with TJR Resources Incorporated regarding Orangevale Community Park Oak and Filbert Avenue Pathway Project.



PO Box 637
Rancho Cordova, CA 95741
Office/Fax: 888.423.7789
CA DVBE #1759799

FROM: TJR Resources, Inc.

19 Jan 2017

TO: Orangevale Recreation and Park District
ATTN: Greg Foell, Peter Larimer
6826 Hazel Ave
Orangevale, CA 95662

SUBJ: Orangevale Community Park Oak & Filbert Pathway Project – REVISED Form of Guarantee

Greg/Peter,

1. On or about 6 June 2017, TJR RESOURCES INC. (the Contractor) and ORANGEVALE RECREATION AND PARK DISTRICT (the District) entered into a Construction Agreement (the "Contract") known as the ORANGEVALE COMMUNITY PARK FILBERT OAK PATHWAY PROJECT (the "Project"). Pursuant to the terms of the Contract and included Contract documents, CONTRACTOR guarantees that the work performed pursuant to the Agreement would be done in accordance with requirements of the Contract, including all Contract documents. Upon inspection of the final work completed, hairline fractures were discovered in multiple concrete panels resulting in a dispute amongst the parties as to whether the work has been completed in accordance with the Contract documents.
2. In order to resolve said dispute, Contractor hereby guarantees that the work performed with respect to the Project has been done in accordance with the requirements of the Contract including all Contract documents. Contractor further guarantees the work pursuant to the Contract to be, and to remain free of all defects in workmanship and materials for a period of two (2) years from the date of acceptance agreed to be 26 July 17. The Contractor hereby agrees to repair or replace all work, together with any adjacent work which may have been damaged or displaced in so doing, that isn't in accordance with the requirements of the Contract, including all Contract documents, or that may be defective in its workmanship or material within the guarantee period specified, without any expense whatsoever to the District, ordinary wear and tear and unusual abuse and neglect excepted.
3. Contractor further agrees to repair identified drying shrinkage cracks that don't warrant slab replacement if crack opens up greater than 1/16". Furthermore, for areas that may fail due to inadequate subgrade design or designated areas that presently have drainage issues not addressed in the Contract, Contractor will repair such areas at a 50% discount utilizing the per item charges in the Contract upon receipt of a proper engineering solution.
4. In addition to extending the warranty period for the work under the Contract to two (2) years and the provisions granted in paragraph 3 above, Contractor agrees to release all interest in the balance of monies owed under the Contract, namely the amount of \$12,220 to the District.

"palma non sine pulvere"



PO Box 637
Rancho Cordova, CA 95741
Office/Fax: 888.423.7789
CA DVBE #1759799

5. The Contractor further agrees that within ten (10) calendar days after being notified in writing by the District of any work not in accordance with the requirements of the Contract or any defects in the work, they will commence and prosecute with due diligence all work necessary to fulfill the terms of this guarantee, and to complete the work within a reasonable period. In the event they fail to so comply, they hereby authorize the District to proceed to have such work done at the Contractor's expense and they will pay the cost thereof upon demand. The District shall be entitled to all costs, including reasonable attorneys' fees, necessarily incurred upon the Contractor's refusal to pay the above costs.
6. Notwithstanding the foregoing paragraph, in the event of an emergency constituting an immediate hazard to the health or safety of the employees of the District, or its property, invitees or licensees, the District may undertake at the Contractor's expense without prior notice, all work necessary to correct such hazardous condition when it was caused by the work of the Contractor not being in accordance with the requirements of the Contract, including any and all Contract documents, or being defective, and to charge the same to the Contractor as specified in the preceding paragraph.
7. The remainder of the Contract, including all Contract documents, remain in full force and effect, including all warranty provisions under the Contract. The provisions set forth herein is not intended by the parties, not shall it be construed, as in any way limiting or reducing the District's rights to enforce all terms of the Contract referenced hereinabove as set forth in the Contract. The provisions stated herein are provided in addition to, and not in lieu of, the District's rights under such Contract.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'T.M.', followed by a long horizontal line extending to the right.

THOMAS MURPHY USAF, RET
President/CEO
TJR Resources, Inc

Approved as submitted,

GREG FOELL
District Administrator
Orangevale Recreation and Park District

"palma non sine pulvere"

STAFF REPORT



DATE: 3-8-18

TO: Board of Directors

FROM: Greg Foell, District Administrator

SUBJECT: 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

RECOMMENDATION

Approve the proposal from Warren Consulting Engineers, Inc. to provide consulting services including surveying and civil design drawings for the Community Center ADA path of travel project in the amount of \$9,500.

BACKGROUND

As part of the Orangevale Community Center remodel project, the District was required by the County of Sacramento to include ADA path of travel improvements. The District is required to construct any necessary ADA improvements up to an amount of 20 percent of the total project costs. Staff contacted Warren Consulting Engineers to provide a proposal for identifying the necessary improvements with documentation that can be submitted to Sacramento County for their approval and then to provide design drawings for bidding purposes. Staff recommends approval of the proposal in the amount of \$9,500.

RECOMMENDED MOTION

I move we approve 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 and authorize the District Administrator to sign the contract documents.



Warren Consulting Engineers, Inc.

March 2, 2018

Email :greg@ovparks.com

Greg Foell
District Administrator
Orangevale Recreation & Park District
6826 Hazel Avenue
Orangevale CA 95662

RE: PROPOSAL FOR THE SURVEYING AND CIVIL ENGINEERING SERVICES FOR ADA IMPROVEMENTS AT ORANGEVALE RECREATION AND PARK DISTRICT

Dear Greg,

We are pleased to submit for your review and consideration our proposal for the above referenced project. The scope of work consists of:

1. **Preliminary Scope Exhibit**
 - A. Review site conditions and Google Earth images.
 - B. Preliminary exhibit for ADA upgrades to parking lot and path of travel.
 - C. Prepare preliminary cost estimates.

2. **Topographic Survey**
 - A. Provide a topographic survey of the project site, that will be noted after scope defined.
 - B. Provide wet signed survey and electronic files.

3. **Construction Documents**
 - A. Prepare construction documents which will consist of:
 1. Topographic survey
 2. Demolition plan
 3. Grading and drainage plan
 4. Paving plan
 5. Striping plan
 6. Details and Sections
 - B. Prepare project specification for civil scope items.
 - C. Update cost estimate.

4. **Construction Administration Assistance**
 - A. Answer construction questions and RFI's. Prepare clarifications and/or revisions as needed.
 - B. Make two site visits.
 - C. Make final site visit and prepare punch list.

1117 Windfield Way, Ste. 110 El Dorado Hills, CA 95762
Phone: 916-985-1870 Fax: 916-985-1877 Email: wce@wceinc.com

March 2, 2018

PROPOSAL FOR THE SURVEYING AND CIVIL ENGINEERING SERVICES FOR ADA IMPROVEMENTS AT ORANGEVALE RECREATION AND PARK DISTRICT

Page 2

The fee for the above scope of services:

Task	ADA Parking Area	To Add Path of Travel	Total Per Task
Preliminary Exhibit			\$1,000.00
Survey	\$1,500.00	\$1,000.00	\$2,500.00
Construction Documents	\$2,500.00	\$2,500.00	\$5,000.00
Construction Administration	\$750.00	\$250.00	\$1,000.00
Total:	\$4,750.00	\$3,750.00	\$9,500.00

Items not included in this proposal are:

1. Title report.
2. Easement preparation.
3. Agency processing and fees.
4. Geotechnical reports or investigation.
5. Landscape and irrigation design.

Billing will be monthly basis for work completed within that month. Payments shall be received 30 days after receipt of billing invoice.

If this proposal is acceptable, please sign and return one copy.

Truly Yours,

Accepted: _____

Thomas E. Fassbender P.E.

Thomas E. Fassbender, P.L.S., P.E.

Date: _____

TEF/tlb

18P.070