

ORANGEVALE RECREATION & PARK DISTRICT

Minutes of Meeting of Board of Directors December 12, 2019

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on Thursday, December 12, 2019 at the District Office. Director Stickney called the meeting to order at 6:32 p.m.

Directors present: Stickney, Swenson, Meraz, Brunberg, Montes,
Directors absent: None
Staff present: Greg Foell, District Administrator
Jennifer Von Aesch, Finance/HR Superintendent
Horatio Oropeza, Park Superintendent
Jason Bain, Recreation Supervisor
Melyssa Woodford, Admin. Services 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 by a vote of 5-0-0 with Directors Stickney, Swenson, Brunberg, Meraz, and Montes voting Aye. There were no Abstentions or Nays.

5. **PUBLIC DISCUSSION**
Tom DiGiacomo, resident near Sundance Park, addressed the Board regarding a hazard due to a tree causing the sidewalk to buckle at entrance to Sundance Park. Many pedestrians utilize the sidewalk. Admin Foell advised the tree will need to be removed due to its proximity to the sidewalk. Director Stickney requested Admin Foell contact Sacramento County to verify who is responsible for the removal of the tree and potentially acquire cost involved in the tree removal and sidewalk repair. A maintenance meeting will be held and The Board will follow-up on this issue at the next Board Meeting, scheduled for January 23, 2020. In the interim, the hazard area will be marked.

6. **MINUTES**
MOTION #3 a) Approval of Minutes of November 14, 2019 (pg 1-6): On a motion by Director Brunberg seconded by Director Montes, the minutes were approved by a vote of 5-0-0 with Directors Stickney, Meraz, Brunberg, Swenson, & Montes voting Aye. There were no Abstentions or Nays.

7. CORRESPONDENCE

MOTION #4

a) Confidential Envelope – Attorney Billing October 2019: On a motion by Director Brunberg, seconded by Director Meraz, the attorney billing was approved by a vote of 5-0-0 with Directors Stickney, Swenson, Brunberg, Meraz, and Montes voting Aye. There were no Abstentions or Nays.

MOTION #5

b) Sacramento Local Agency Formation Commission Selection of Special District Commissioner and Alternate Commissioner Run-off (pg 7-16): The Alternate Commissioner seat election ended in a three-way tie. Therefore, a run-off ballot must be returned by January 28, 2020. Candidates for run-off are Michael Hanson, Arcade Creek Recreation and Park District, Charlea Moore, Rio Linda Elverta Recreation and Park District, and Michael Yearwood, Cordova Recreation and Park District. On a motion by Director Brunberg, seconded by Director Stickney, the Sacramento Local Agency Formation Commission Selection of Special District Commissioner and Alternate Commissioner Run-off was approved to submit a ballot vote for Charlea Moore by a vote of 5-0-0 with Directors Stickney, Swenson, Brunberg, Meraz, and Montes voting Aye. There were no Abstentions or Nays.

8. CONSENT CALENDAR

MOTION #6

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

8.1. CONSENT MATTERS GENERAL FUND

- a) Ratification of Claims for November 2019 (pg 17-18)
- b) Budget Status Report for November 2019 (19-21)
- c) Revenue Report for November 2019 (pg 22)

8.2. OLLAD CONSENT MATTERS

- a) Ratification of Claims for November 2019 (pg 23-24)
- b) Budget Status Report for November 2019 (pg 25-26)

8.3. KENNETH GROVE CONSENT MATTERS

- a) Ratification of Claims for November 2019 (pg 27)
- b) Budget Status Report for November 2019 (pg 28)

9. NON-CONSENT MATTERS GENERAL FUND

No Items

**10. STANDING
COMMITTEE
REPORTS**

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

**11. ADMINISTRATOR'S
REPORT**

a) Monthly Activity Report – November 2019 (pg 29-33):
Admin Foell updated new property repair and improvement status. The new tractor has been a tremendous asset in the clearing of the new property as well as utilizing the assistance of the Conservation Corp crew. Director Stickney mentioned improved parking for the tree lighting event utilizing the parking area at the new property. Kudos extended to Supt. Oropeza, Supervisor Bain, Danny Rodriguez and their staff, for their continued support to complete necessary clean-up and repairs at the new property. Roof patching to be completed. HVAC repairs and maintenance have been completed. Doors are in the process of being repaired to secure the buildings. Building alarms, camera installations, and stucco repairs and dry rot repairs will be completed once buildings have been secured. ADA compliance review will be conducted.

Supt. Von Aesch summarized the Recreation and Park meeting with the San Juan Unified School District she attended. Topics of discussion were SJUSD turf issues, trying to improve elementary schools, permits for rentals during summer, and discussion regarding discontinuing use of Roundup for weed control. SJUSD to attend next Superintendent meeting, tentatively scheduled for March 2020. OVparks currently uses Roundup on a limited basis. Discussion regarding status of good neighbor fence in need of repair or replacement at Green Oaks School.

Supervisor Woodford advised of successful Carving Memories senior event. Mount Vernon Memorial attended. Raffle prizes were provided by Almond Heights Senior Living and Mount Vernon Memorial. Appreciation to the Orangevale Woman's Club letting us use their handmade fall centerpieces for the event.

Park Supt. Oropeza advised that sprinklers have been turned off for winter. Dead tree removed at Pecan Park. Caution tape still in place until tractor can be brought in to remove remaining portions of the tree. Bark was refreshed around the grounds of Orangevale Community Center prior to the Tree Lighting event.

Recreation Supervisor Jason Bain advised of successful Holiday Craft Fair and Kids Night Out. The Tree Lighting event was very well attended despite potential rain in the forecast. Kudos to Nadia Roberts, Recreation Coordinator and Emily Romine, Recreation Specialist, for their coordination of this event.

b) Report on Electric Greenway Trail – (verbal): Admin Foell advised that the engineers had completed their work and are compiling square footage for finalization of purchase agreements with Escallonia and Drywood property owners. Upon completion, Admin Foell will meet with property owners to review final square footage amounts.

12. UNFINISHED BUSINESS

None discussed.

13. NEW BUSINESS

a) Discussion Regarding Naming the New Property and Facilities (pg 34-36): Admin Foell advised of the need to address the current building names as well as the new property naming. Director Stickney recommended incorporating the new property buildings under the Orangevale Community Center name with individual names for the new buildings acquired. Discussed naming the buildings within an overall Orangevale Community Center Campus. To be discussed further at the next Board of Directors Meeting to be held on January 23, 2020.

MOTION #2

b) Approval of Consulting Services Agreement with Isom Advisors to Provide Consulting Services Associated with the District Conducting a Bond Measure (pg 37-48): Admin Foell provided summary of need to acquire consulting as we move forward with bond measure and future projects. John Isom reviewed the process of preparing for a Bond Measure for upcoming improvements. Estimated sixteen million is needed to complete projects. Depending on the amount obtained through a bond measure, if funding is not available, some projects will need to be postponed or removed. The projects will need to be prioritized for completion. During the next three to four months OVparks will be reaching out to gain feedback from the Orangevale community, the Orangevale Chamber of Commerce, and County Supervisor regarding the bond measure to determine bond measure amount and projects to include. Based on information received, finalization of Bond Measure, to include Capital Financing Plan and a Resolution, are drafted by the Bond Council with the assistance of Isom Advisors. Tax rate statements and

projects are included in the draft. Deadline is June 30th to submit for inclusion or November 3rd election. Consulting services agreement to work with OVParks District for pre-election planning, campaign committee consulting, and, upon a successful election, coordinating the bond sale. Isom Advisor fees in the amount of \$25,000 is contingent on a successful election and would be paid from bond proceeds. On a motion by Director Brunberg seconded by Director Swenson, the Consulting Services Agreement with Isom Advisors to Provide Consulting Services Associated with the District Conducting a Bond Measure was approved by a vote of 5-0-0 with Directors Stickney, Meraz, Brunberg, Swenson, & Montes voting Aye. There were no Abstentions or Nays.

MOTION #7

- c) Approval of Proposal from MTW Group to Provide Master Plan Services for the Orangevale Community Center Park in the Amount not to Exceed \$25,000 (pg 49-51): On a motion by Director Montes seconded by Director Brunberg, the proposal from MTW Group to Provide Master Plan Services for the Orangevale Community Center Park in the Amount not to Exceed \$25,000 was approved by a vote of 5-0-0 with Directors Stickney, Meraz, Brunberg, Swenson, & Montes voting Aye. There were no Abstentions or Nays.

14. DIRECTOR AND STAFF COMMENTS

Admin Foell mentioned The Employee Recognition Party will be held on Friday, December 13th from 11:30 a.m. - 2:00 p.m. All Board of Directors are invited to attend.

Supervisor Bain advised of the upcoming Polar Bear Plunge on January 1, 2020. Since the Applebee's in Rancho Cordova has closed, the soup after the plunge will be provided by Applebee's in Citrus Heights.

Supervisor Woodford advised the new activity guide for Winter/Spring is available.

Finance/HR Supt. Von Aesch advised the Audit Report will be provided in January. Admin Foell will provide audit spreadsheets to Director Brunberg.

Director Meraz mentioned the Grange was fantastic with their help at the Tree Lighting event. He also advised of the apparent need to make the restroom signs at the activity building more prominent to be located with ease. Also suggested removal of the eucalyptus tree located on the new property as they are known to have shallow root system making them prone to fall.

Director Stickney mentioned the Tree Lighting attendance seemed as good as prior years. Several people spoke with him at the event regarding the Bond issue.

Director Montes advised that OVparks has been nominated in four categories in The Best of Orangevale. Winners to be announced at Orangevale Community Center on February 22, 2020. Vote by logging into bestoforangevale.com. She also recommended OVparks attend the Orangevale Community Open House at the Orangevale Grange on January 25, 2020, 9 a.m. - 11 a.m. Leaders from twenty Orangevale service clubs will be attending. May be a good opportunity to recruit volunteers for upcoming spring and summer OVparks events.

Director Swenson noticed the new property clean-up looks great from the street.

15. ITEMS FOR NEXT AGENDA

- a) Audit Report for Fiscal Year 2019.
- b) Hazardous Tree at Entrance to Sundance Park.
- c) Vote for Board of Directors Offices. Board members to email Admin Foell any requests for specific committee.
- d) Report on Electric Greenway Trail (verbal)
- e) Proposed San Juan Joint Use Agreement
- d) New Property Name Discussion

16. ADJOURNMENT
MOTION #8

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 8:10 p.m. On a motion by Director Brunberg, seconded by Director Swenson, the adjournment was approved by a vote of 5-0-0 with Directors Stickney, Swenson, Brunberg, Meraz, and Montes, voting Aye. There were no Abstentions or Nays.

Mike Stickney, Chairperson