

**ORANGEVALE RECREATION & PARK DISTRICT
BOARD OF DIRECTORS MEETING
THURSDAY, DECEMBER 14, 2017
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 November 9, 2017 meeting (pg 1-7)

7. CORRESPONDENCE

a. Letters from Terry Benedict dated November 27, 2017 (1), November 28, 2017 (1), November 29, 2017 (3), and November 30, 2017 (1) and response from the District Administrator (pg 8-17)

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 October 2017 (pg 18-19)
- b. Budget Status Report for October 2017 (pg 20-22)
- c. Revenue Report for October 2017 (pg 23)
- d. Ratification of Claims for November 2017 (pg 24-25)
- e. Budget Status Report for November 2017 (pg 26-28)
- f. Revenue Report for November 2017 (pg 29)

8.2 OLLAD CONSENT MATTERS

- a. Ratification of Claims for October 2017 (pg 30-31)
- b. Budget Status Report for October 2017 (pg 32-33)
- c. Ratification of Claims for November 2017 (pg 34-36)
- d. Budget Status Report for November 2017 (pg 37-38)

8.3 KENNETH GROVE CONSENT MATTERS

- a. Ratification of Claims for October 2017 (pg 39)
- b. Budget Status Report for October 2017 (pg 40)
- c. Ratification of Claims for November 2017 (pg 41)
- d. Budget Status Report for November 2017 (pg 42)

9. STANDING COMMITTEE REPORTS

- a. Administration & Finance
- b. Maintenance & Operation
- c. Recreation Committee
- d. Personnel & Policy
- e. Government
- f. Planning Committee
- g. Trails Committee

10. ADMINISTRATOR'S REPORT

- a. Monthly Activity Report – November 2017 (pg 43-46)
- b. Consider changing the January 11th regularly scheduled Board of Directors meeting to January 18th
- c. Update on the Land Swap with San Juan Unified School District (verbal)

11. UNFINISHED BUSINESS

12. NEW BUSINESS

- a. Election of Officers for 2018
- b. Set Date for Policy Committee Meeting to Review the Revised Harassment Policy (verbal)
- c. Approval of the Agreement with the Women Veterans Alliance to hold the Women Veterans Red, White & Blue Fun Run Event in Orangevale Community Park on May 19, 2018 (pg 47-61)

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 November 9, 2017

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on Thursday, November 9, 2017 at the District Office. Director Stickney called the meeting to order at 6:32 p.m.

Directors present: Meraz, Brunberg, Stickney, Swenson, Montes
(Brunberg arrived at 6:37 p.m.)
Staff present: Greg Foell, District Administrator
Scott Wade, Interim Park Superintendent
Jennifer Von Aesch, Finance/HR Manager
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 Meraz, the agenda was approved 4-0-1 with Directors Meraz, Stickney, Swenson, and Montes voting Aye. Director Brunberg was absent. There were no Nays.
5. **PUBLIC DISCUSSION** There was no public discussion.
6. **MINUTES**
MOTION #2
 - a) Approval of Minutes of September 14, 2017 Meeting (pg 1-6): On a motion by Director Montes, seconded by Director Meraz, the minutes were approved 4-0-1 with Directors Stickney, Meraz, Montes, and Swenson voting Aye. Director Brunberg was absent. There were no Nays.
7. **CORRESPONDENCE**
MOTION #3
 - a) Confidential Envelope – Attorney Billing August 2017: On a motion by Director Montes, seconded by Director Meraz, the billing was approved 4-0-1 with Directors Stickney, Meraz, Montes, and Swenson voting Aye. Director Brunberg was absent. There were no Nays.
 - b) Letter from Terry Benedict dated September 26, 2017 (1), and Response from the District Administrator (pg 7-8): Admin. Foell addressed questions Mr. Benedict proposed from Board meetings in the past. The Board felt his response was appropriate.
 - c) Letter from Terry Benedict dated October 18, 2017 (1), and Response from the District Administrator (pg 9-10): Admin. Foell addressed questions Mr. Benedict proposed from Board meetings in the past. The Board felt his response was appropriate.

MOTION #4 AND #5

- d) Letter from Gay Jones to the Board of Directors (pg 11): Ms. Jones requested the Board's vote for the LAFCo Board. Director Stickney and Admin. Foell felt she did a great job.
- e) Selection of Sacramento Local Agency Formation Commission (LAFCo) Special District Commissioner and Alternate Special District Commissioner (pg 12-33): The three candidates were Gay Jones, Senica Gonzalez, and Michael Yearwood. The selection for Ballot A was selected as Gay Jones. On a motion by Director Stickney, seconded by Director Meraz, and approved 4-0-1 with Directors Stickney, Meraz, Brunberg, and Montes voting Aye. Director Swenson abstained. There were no Nays. The selection for Ballot B was selected as Michael Yearwood. On a motion by Director Stickney, seconded by Director Meraz, and approved 4-0-1 with Directors Stickney, Meraz, Brunberg, and Montes voting Aye. Director Swenson abstained. There were no Nays.

8. CONSENT CALENDAR

No consent matters were discussed.

MOTION #3

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

8.1 CONSENT MATTERS GENERAL FUND

- a) Ratification of Claims for September 2017 (pg 34-35)
- b) Budget Status Report for September 2017 (pg 36-38)
- c) Revenue Report for September 2017 (pg 39)

8.2. OLLAD CONSENT MATTERS

- a) Ratification of Claims for September 2017 (pg 40-41)
- b) Budget Status Report for September 2017 (pg 42-43)

8.3. KENNETH GROVE CONSENT MATTERS

- a) Ratification of Claims for September 2017 (pg 44)
- b) Budget Status Report for September 2017 (pg 45)

9. STANDING COMMITTEE REPORTS

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

10. ADMINISTRATOR'S REPORT

- a) Monthly Activity Report – September 2017 (pg 46-49): Admin. Foell attended the Special District Association Conference, which he enjoyed and found very helpful. He also met with County representatives to talk about the Hazel Avenue improvement project, which included a bike path, sidewalks, crosswalk, and bus stop. He will be watching the progression of this project. Admin. Foell answered questions from the Board regarding the crosswalk and lighting for this project. Director Meraz felt they needed to put a flashing light at the top of the hill to warn cars of pedestrians. The tree planting in October went very well. Superintendent Wade discussed the watering plan for these trees, which included a 20 gallon water bag that goes around the tree trunks. Eight trees were also planted at the Youth Center.
- b) Monthly Activity Report – October 2017 (50-53): Admin. Foell attended the Electric Greenway kickoff meeting. Supervisor Frost and Matt Hedges went on a park tour with Admin. Foell, Director Brunberg, and Director Swenson which went very well and was well received. Director Brunberg agreed that the tour went very well and enjoyed that Supervisor Frost was enthusiastic about the District's plans. Superintendent Wade added that they were continuing to work on projects, including using the wood chipper for chips around the new trees. Admin. Foell commended the Disc Golf Club for their help with planting trees. Final 9 Sports hosted a lunch barbeque for their anniversary and those that planted trees. Several sports fields were over-seeded and Admin. Foell was hopeful that this along with weed control will improve the Districts sports fields. Director Stickney thought the Trunk or Treat was fun to attend. Ms. Von Aesch noted that the open enrollment period for health benefits ended. A new payroll software will begin on January 1st.
- c) Report on Park Bond (verbal): The Park Bond passed the legislature and will be on the ballot in June 2018. The District will receive slightly less than planned but Admin. Foell said it will still help tremendously.
- d) Information on Cell Tower Contract Extensions (verbal): These contracts end in 2024 or 2025 and there had been discussions about extending these contracts. However, the companies pulled the first offer off the table and so the District had decided to cease discussions with the companies at this time.
- e) Update on Electric Greenway Grant Funding (verbal): This project was moving forward, but Admin. Foell noted it will take a full year before construction will begin.
- f) Holiday Closure of Orangevale Community Center, December 23 – January 2): The center will reopen on January 3, 2018.
- g) Update on Heathercross Way Development Project (next to

Kenneth Grove) (verbal): An applicant would like to build three homes on this parcel. The District was interested in this project because a portion adjoins with our Kenneth Grove landscape. The District sent conditions of approval to the County Planning Department.

11. UNFINISHED BUSINESS

There was no unfinished business to discuss.

12. NEW BUSINESS

MOTION #10

- a) Approval of Agreement for Exchange of Real Property to Effectuate a Boundary Line Adjustment and Resolution 17-11-589 Authorizing Property Exchange Between Orangevale Recreation & Park District at 6550 Filbert Avenue/Orangevale Sports Field and Green Oaks Fundamental School/Orangevale Community Park (pg 54-94): This will exchange/swap two pieces of property, almost identical in size, between the District and San Juan Unified School District. This agreement involves parcel numbers 213-005-013 and 223-022-015. The Board discussed details regarding the property lines and what exactly was involved in the exchange. Director Meraz motioned to approve the agreement for exchange of real property between San Juan Unified School District and Orangevale Recreation and Park District and resolution number 17-11-589 authorizing Orangevale Recreation & Park District to finalize an exchange of real property with the San Juan Unified School District by lot line adjustment affecting Orangevale Recreation & Park District real property known as Orangevale Community Park and Orangevale sports fields, and the map to reflect an existing 30 foot easement on the south property line extending from Filbert Avenue westward to the Orangevale Community Park parking lot. He also motioned to authorize the District Administrator to execute the agreements. The motion was seconded by Director Montes, the agreement and resolution were approved 5-0-0 with Directors Stickney, Meraz, Montes, Brunberg, and Swenson voting Aye. There were no Abstentions or Nays.

MOTION #11

- b) Denial of Claim (to Start Statute of Limitations) by Rachael Chenoweth against Orangevale Recreation & Park District (pg 95-100): This claim has been referred to the claims adjuster. On a motion by Director Montes, seconded by Director Brunberg, the denial was approved 5-0-0 with Directors Stickney, Meraz, Montes, Brunberg, and Swenson voting Aye. There were no Abstentions or Nays.

MOTION #9

- c) Approval of Agreement with MTW Landscape Architects to Provide Master Plan Services for Orangevale Community Park in the Amount of \$38,515 (pg 101-113): Peter Larimer from MTW presented the Orangevale Community Park Master Plan proposal to the Board. Mr. Larimer showed an example of the 2009 Orangevale Community Center Park Master Plan project for reference. He also stressed the importance of having a master plan. He noted the highlights of the master plan for the Community Park

and how it would include all of the existing features of the park. Community input will be taken into account before plans were made. Admin. Foell felt master plans were critical in order to create lists of what the Board and District wanted to accomplish at each park. He also felt input from the community and gaining the public's support was very important. Director Montes did not feel this was the right time for this type of agreement and expense. Director Stickney felt it should be done now so the District can develop a plan of how to spend money on park improvements. Director Meraz added that when applying for grants a master plan was required. Director Swenson motioned to approve the agreement with MTW to complete the Orangevale Community Park master plan in the amount of \$38,515 and authorize the District Administrator to execute the agreement. This motion was seconded by Director Meraz, and the agreement was approved 4-1-0 with Directors Stickney, Meraz, Brunberg, and Swenson voting Aye. Director Montes voted Nay. There were no Abstentions.

MOTION #12

- d) Approval to Purchase a Gopher Eradication System in the Amount of \$6,989.77 (pg 114-115): Superintendent Wade described the significant gopher issue in the fields. He had researched several methods of eradication and the best method was an engine that drives compressed gasses into the gopher holes. Director Montes motioned to approve this system, Director Brunberg seconded the motion, and it was approved 4-0-1 with Directors Meraz, Brunberg, Swenson, and Montes voting Aye. Director Stickney abstained. There were no Nays.

MOTION #7 AND #8

- e) Approval of Request from the Shady Oaks Disc Golf Club to Sell 20 Existing Baskets and Purchase 20 New Baskets for the Disc Golf Course (pg 116): Admin. Foell explained that the disc golf club would like to sell the old baskets via a fundraiser and buy new baskets. Final 9 Sports agreed to take care of the money exchange. The goal was to complete the transactions by February 28, 2018. Director Montes questioned as to if the golf club was non-profit. Jeff Silver from the Disc Golf Club stated they are not currently a non-profit. Director Montes felt it was not good practice for Final 9 to handle the financial aspect of the plan, and that it should be done through the District. Staff recommendation was to approve this request. Director Brunberg motioned to approve the request from Shady Oaks Disc Golf Club and Director Stickney seconded the motion. The Board felt the purchase should be done in a financially responsible way and the District be transparent with the purchase of new baskets and the sale of the existing baskets. Admin. Foell recommended a motion that the Board approve to surplus the 20 old baskets so that they can be sold. Director Montes motioned that the District purchase 20 new disc golf baskets, and surplus the 20 existing baskets for sale at a later date. In addition, to authorize the District Administrator and staff to work out the details of the purchase of baskets and sale of surplus baskets. The motion was approved 5-0-0 with Directors

Meraz, Brunberg, Stickney, Swenson, and Montes voting Aye.
There were no Abstentions or Nays.

MOTION #13

- f) Approval of the Agreement with the Chamber of Commerce to Hold the Pow Wow Days Event in Orangevale Community Park from May 31-June 3, 2018 (pg 117-131): On a motion by Director Brunberg, seconded by Director Meraz, the agreement was approved 4-0-1 with Directors Stickney, Meraz, Brunberg, and Swenson voting Aye. Director Montes abstained. There were no Nays.

13. DIRECTOR AND STAFF COMMENTS

Supervisor Bain reminded the Board of the Tree Lighting event on December 1st and the Craft Fair on November 18th.

Admin. Foell noted that the staff appreciation lunch was on December 15th at 11:30 a.m.

Superintendent Wade and the crew was completing a lot of tree work during this time of year.

Ms. Von Aesch was prepping for the audit in December.

Admin. Foell was excited about what was happening throughout the District.

Director Montes was thankful for all of the staff's hard work.

Director Swenson felt the staff was working well together.

Director Brunberg thanked the staff for their good work.

Director Stickney thought the trees near Rollingwood looked "shaky". Admin. Foell said this was due to the excessive water around the trees after last year's rain fall.

14. ITEMS FOR NEXT AGENDA

No items were discussed.

15. CLOSED SESSION

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

16. RESUME PUBLIC SESSION & ANNOUNCE ACTIONS FROM CLOSED SESSION

No action was taken. Direction was given.

17. ADJOURNMENT

MOTION #8

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 9:10 p.m. On a motion by Director Brunberg, seconded by Director Montes, adjournment was approved 5-0-0 with Directors Meraz, Brunberg, Stickney, Swenson, and Montes voting Aye. There were no Abstentions or Nays.

Mike Stickney, Chairperson

Terry Benedict
9365 Central Avenue
Orangevale CA 95662

To: Orangevale Recreation and Park District Board of Director's, Meraz, Montes, Stickney,
Swenson and Brunberg

From: Terry Benedict

Date: November 27, 2017

Re: written policy statement made by district lawyer Vicki Hartigan "In summary, the District will no longer answer questions you pose or respond to your agenda requests"

Director Michael Stickney

As stakeholders and voters of Orangevale Recreation and Park District, Orangevale residents deserve and have a right to know how their recreation and park district is being managed and governed. It is my goal and my desire that Orangevale residents know.

Director Stickney: My question to you is this: Do you, Michael Stickney publicly agree or publicly not agree with the written policy statement made by District lawyer, Vicki Hartigan, in a letter mailed to me, Terry Benedict; "In summary, the District will no longer answer questions you pose or respond to your agenda requests"?

Please See; enclosed letter dated October 31, 2017 from Vicki Hartigan, McMurchie Law Firm to me, Terry Benedict a District/Orangevale resident.

Please See Written Policy Statement; page 2, 1st sentence, highlighted in yellow and underlined in red

Sincerely;



Terry Benedict

a 48 year Orangevale resident and a (3) three time candidate (2012, 14 & 16) for director

Please note; A copy of this letter and your written response may be sent to the Sacramento county grand Jury for their input

ORANGEVALE RECREATION AND PARK DISTRICT-6826 HAZEL AVENUE-ORANGEVALE CA 95662

Terry Benedict
9365 Central Avenue
Orangevale CA 95662

To: Orangevale Recreation and Park District Board of Director's, Meraz, Montes, Stickney,
Swenson and Brunberg
From: Terry Benedict
Date: November 28, 2017
Re: the legal reason/justification why the district administrator engaged/employed legal counsel
to write a letter dictating/adopting her own policy statement to district resident Terry Benedict

Director Michael Stickney

As stakeholders and voters of Orangevale Recreation and Park District, Orangevale residents
deserve and have a right to know how their recreation and park district is being managed and
governed. It is my goal and my desire that Orangevale residents know.

Director Stickney: My question to you is this: What was the legal reason/justification why the
district administrator engaged and employed District legal counsel, Vicki Hartigan to write a
letter dictating her own District policy statement to me, Terry Benedict, a District/Orangevale
resident?

Please See; enclosed letter dated October 31, 2017 from Vicki Hartigan, McMurchie Law Firm to
me, Terry Benedict a District/Orangevale resident.

Please See Written Policy Statement; page 2, 1st sentence, highlighted in yellow and underlined
in red

Sincerely;



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ORANGEVALE RECREATION AND PARK DISTRICT-6826 HAZEL AVENUE-ORANGEVALE CA 95662

Terry Benedict
9365 Central Avenue
Orangevale CA 95662

To: Orangevale Recreation and Park District Board of Director's, Meraz, Montes, Stickney,
Swenson and Brunberg
From: Terry Benedict
Date: November 29, 2017
Re: does legal counsel have the authority to dictate/decide or adopt district policies?

Director Michael Stickney

As stakeholders and voters of Orangevale Recreation and Park District, Orangevale residents deserve and have a right to know how their recreation and park district is being managed and governed. It is my goal and my desire that Orangevale residents know.

Director Stickney: My question to you is this: Yes or No, does the District's legal counsel, Vicki Hartigan have the authority to dictate/decide or adopt district policies?

Sincerely;



Terry Benedict

a 48 year Orangevale resident and a (3) three time candidate (2012, 14 & 16) for director

Please note; A copy of this letter and your written response may be sent to the Sacramento county grand Jury for their input

ORANGEVALE RECREATION AND PARK DISTRICT-6826 HAZEL AVENUE-ORANGEVALE CA 95662

Terry Benedict
9365 Central Avenue
Orangevale CA 95662

To: Orangevale Recreation and Park District Board of Director's, Meraz, Montes, Stickney,
Swenson and Brunberg
From: Terry Benedict
Date: November 29, 2017
Re: who is authorized to adopt and approve district policies?

Director Michael Stickney

As stakeholders and voters of Orangevale Recreation and Park District, Orangevale residents deserve and have a right to know how their recreation and park district is being managed and governed. It is my goal and my desire that Orangevale residents know.

Director Stickney: My question to you is this: Who is authorized to adopt and approve district policies?

Sincerely;



Terry Benedict

a 48 year Orangevale resident and a (3) three time candidate (2012, 14 & 16) for director

Please note; A copy of this letter and your written response may be sent to the Sacramento county grand Jury for their input

ORANGEVALE RECREATION AND PARK DISTRICT-6826 HAZEL AVENUE-ORANGEVALE CA 95662

Terry Benedict
9365 Central Avenue
Orangevale CA 95662

To: Orangevale Recreation and Park District Board of Director's, Meraz, Montes, Stickney,
Swenson and Brunberg
From: Terry Benedict
Date: November 29, 2017
Re: are district policies adopted and approved publicly or secretly?

Director Michael Stickney

As stakeholders and voters of Orangevale Recreation and Park District, Orangevale residents deserve and have a right to know how their recreation and park district is being managed and governed. It is my goal and my desire that Orangevale residents know.

Director Stickney: My question to you is this: Yes or No, are district policies adopted and approved publicly or secretly?

Sincerely;



Terry Benedict

a 48 year Orangevale resident and a (3) three time candidate (2012, 14 & 16) for director

Please note; A copy of this letter and your written response may be sent to the Sacramento county grand Jury for their input

ORANGEVALE RECREATION AND PARK DISTRICT-6826 HAZEL AVENUE-ORANGEVALE CA 95662

Terry Benedict
9365 Central Avenue
Orangevale CA 95662

To: Orangevale Recreation and Park District Board of Director's, Meraz, Montes, Stickney, Swenson and Brunberg

From: Terry Benedict

Date: November 30, 2017

Re: does the board have board adopted and board approved policies and procedures that prevents/prohibits individual directors from publicly answering questions from the public?

Director Michael Stickney

As stakeholders and voters of Orangevale Recreation and Park District, Orangevale residents deserve and have a right to know how their recreation and park district is being managed and governed. It is my goal and my desire that Orangevale residents know.

Director Stickney: My question to you is this: Yes or No, does the Board of Directors have Board adopted and Board approved policies and procedures that prevents or prohibits individual directors from publicly answering questions, concerning posted agenda items, from a member of the public or from a District/Orangevale resident during duly called Board of Directors meetings?

Sincerely;


Terry Benedict

a 48 year Orangevale resident and a (3) three time candidate (2012, 14 & 16) for director

Please note; A copy of this letter and your written response may be sent to the Sacramento county grand Jury for their input

ORANGEVALE RECREATION AND PARK DISTRICT-6826 HAZEL AVENUE-ORANGEVALE CA 95662



2130 East Bidwell Street, Suite 2. Folsom, CA 95630 [916]983-8000

DAVID W. McMURCHIE
dmcmurchie@mcmurchie.com

VICKI E. HARTIGAN
vhartigan@mcmurchie.com

October 31, 2017

Terry Benedict
9365 Central Avenue
Orangevale, CA 95662

Dear Mr. Benedict,

As you are aware, this firm represents the Orangevale Recreation and Park District (the "District"). The District has advised that you continue to barrage it with letters to the staff and Board of Directors asking questions regarding the 2002 approval of the Final 9 Sports concession operation, requesting opinions of actions or statements made in previous years, or policy related questions which answers are stated in the District's Policies and Procedures Manual which you have been provided.

It is important to note that you have been provided with all public records regarding the Final 9 Sports operation, including its approval back in 2002. In light of the above, the District can no longer answer and/or respond to your requests for matters to be placed on the agenda, your questions and/or request for records that you have already received with respect to the Final 9 Sports disc golf concession. The time for challenging this action would have been at the time the concession agreement was initially approved back in 2002. There are also amendments to the agreement from time to time at which time public comment is received. Again, you have been advised of this previously.

Despite this, you continue to send letters to the District requesting records already in your possession and/or asking the same or similar questions. At this point, the District has received in excess of 4,000 letters from you.


The District has been more than patient and accommodating in responding to your multiple and repetitive requests. The District also continues to diligently provide any public documents that are requested that haven't previously been provided. As you have been advised on multiple occasions, your repetitive requests constitutes a significant tax on the limited resources of the District including staff time and legal counsel time. These are resources that could be used for the betterment of the community.

Mr. Terry Benedict
October 31, 2017
Page 2 of 2

In summary, the District will no longer answer questions you pose or respond to your agenda requests. The District will continue to provide material in answer to Public Records Act requests as long as the material hasn't previously been provided.

If you have any questions and/or concerns please do not hesitate to contact me.

Very truly yours,



Vicki Hartigan

cc: Client



12/7/17

Terry Benedict
9365 Central Avenue
Orangevale, CA 95662

Dear Mr. Benedict,

The District is in receipt of multiple letters from you which were addressed to the individual members of the Board of Directors in response to a letter from District legal counsel. The questions posed are as follows:

1. "Does the District's legal counsel have the authority to dictate/decide or adopt District policies?"
2. "Who is authorized to adopt and approve District policies?"
3. "Are district policies adopted and approved publicly or secretly?"
4. "What was the legal justification/reason why the district administrator engaged and employed District legal counsel, Vicki Hartigan, to write a letter dictating her own policy statement to me, Terry Benedict, a District/Orangevale resident?"
5. "Do you, [Board member name] publicly agree or publicly not agree with the written policy statement made by District lawyer, Vicki Hartigan, in a letter mailed to me, Terry Benedict; 'In summary, the District will no longer answer questions you pose or respond to your agenda requests'?"
6. "Does the Board of Directors have Board adopted and Board approved policies and procedures that prevents or prohibits individual directors from publicly answering questions, concerning posted agenda items, from a member of the public or from a District/Orangevale resident during duly called Board of Directors meetings?"

These questions are in response to correspondence you received from District legal counsel regarding the excessive and repetitive requests for information and documents you have sent to the District regarding the Final 9 concession, including questions about statements made in minutes that are fifteen (15) years or more old. Initially it should be noted that this communication does not

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916-988-4373
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constitute, nor was it intended as a policy which applies to all members of the public and/or District operations, but rather was meant to only apply to you after more than 4,000 requests for documents and/or information, most of which involve the Final 9 Disc Golf concession and are repetitive in nature. Some requests for documents actually contain a quote, indicating that you already have the document being requested and/or question an action taken fifteen years ago and the time to challenge such action has long expired. This has constituted an excessive drain on District resources which takes away from other District services.

The District Board of Directors is responsible for setting the policies for the District. Policies are first considered by the District's Policy Committee and then go to the Board of Directors for adoption at a public meeting. As stated above, Ms. Hartigan's letter is not a statement of policy, but rather sent at the direction of the District due to the excessive requests sent by you which have placed an unreasonable burden on the District Administrator's time as well as other District resources. This action was only taken after more than 4,000 requests for documents and/or information, and behavior that raised concern amongst the staff regarding their safety due to inappropriate displays of anger. It was not taken lightly and is out of concern for preserving resources for District programs and services that benefit the community as a whole and not just one resident.

The questions also take the statements in the correspondence out of context and are misleading, in that the letter made clear that the District would continue to respond to requests for records that you have not already received. This is just another example of how you are wasting District resources by taking statements out of context to place the District in a negative light. The last paragraph actually states:

In summary, the District will no longer answer questions you pose or respond to your agenda requests. The District will continue to provide material in answer to Public Records Act requests as long as the material hasn't previously been provided.

This is just further evidence of the need to take the action stated in District legal counsel's letter dated October 31, 2017.

Very truly yours,

A handwritten signature in cursive script that reads "Greg Foell".

Greg Foell
District Administrator

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

GENERAL FUND EXPENDITURES
FOR THE MONTH ENDING
OCTOBER 31, 2017

CLAIM #	ACCOUNT #	VENDOR	DESCRIPTION	AMOUNT
1905794306	20200500	US BANK CORPORATE PAYMENT	Advertising	45.00
1905803075	20200500	US BANK CORPORATE PAYMENT	Advertising	45.00
				90.00
1905794306	20202900	US BANK CORPORATE PAYMENT	Buisness/ Conference Expcne	86.00
1905796612	20202900	GREGORY A FOELL	Buisness/ Conference Expcne	104.27
1905803075	20202900	US BANK CORPORATE PAYMENT	Business/Conference Expense	870.00
				1,060.27
1905794306	20203500	US BANK CORPORATE PAYMENT	Education/ Training Service	1,325.00
1905803075	20203800	US BANK CORPORATE PAYMENT	Employee Regognition	4.38
1905807495	20203800	GREG FOELL OR JASON BAIN	Employee Regognition	41.21
				45.59
1905791700	20203900	ASHLEY TAPIA	Employee Transportation	32.96
1905794738	20203900	GREGORY A FOELL	Employee Transportation	172.06
1905794737	20203900	GREGORY A FOELL	Employee Transportation	17.55
1905794735	20203900	GREGORY A FOELL	Employee Transportation	228.98
1905796607	20203900	ASHLEY BELL	Employee Transportation	72.76
1905796601	20203900	JENNIFER VON AESCH	Employee Transportation	13.70
1905807501	20203900	SUSAN RISWOLD	Employee Transportation	11.02
				549.03
1905794306	20207600	US BANK CORPORATE PAYMENT	Office Supplies	96.23
1905803075	20207600	US BANK CORPORATE PAYMENT	Office Supplies	670.46
1905803075	20207600	US BANK CORPORATE PAYMENT	Office Supplies	10.85
				777.54
1905794306	20208100	US BANK CORPORATE PAYMENT	Postal Service	7.20
1905794306	20208102	US BANK CORPORATE PAYMENT	Stamps	147.00
1905798528	20219700	AT&T	Telephone Service	107.04
1905798525	20219700	SPRINT P C S	Telephone Service	39.06
1905802757	20219700	COMCAST	Telephone Service	570.89
1905804956	20219700	AT&T	Telephone Service	19.83
				736.82
1905794597	20226200	JJR ENTERPRISES INC	Office Equipment Maintenance Supplies	453.69
1300651104	20226200	JJR ENTERPRISES INC Rebate	Office Equipment Maintenance Supplies	-800.00
				-346.31
1905803075	20231400	US BANK CORPORATE PAYMENT	Clothing/ Personal Supplies	86.20
1905791702	20257100	TIN STAR SECURITY CO	Security Service	91.88
1905804976	20259101	ROBERT PORTER	Computer Consultant	500.00
1905794306	20281202	US BANK CORPORATE PAYMENT	Software	116.92
1905803075	20281202	US BANK CORPORATE PAYMENT	Software	113.25
1300651104	20281202	Microsoft Rebate	PC Software	-667.90
				-437.73
1905794306	20285100	US BANK CORPORATE PAYMENT	Recreational Services	836.22
1905796636	20285100	DANIEL CRANDALL	Recreational Services	241.50
1905796634	20285100	STEVEN MIRANDA	Recreational Services	1,105.00
1905796630	20285100	ROSE BEHLENDORF	Recreational Services	156.00
1905796625	20285100	ELLIOTT GENOVIA	Recreational Services	56.00
1905796617	20285100	CLINT LEMAY	Recreational Services	201.50
1905796615	20285100	ALISON LLOYD	Recreational Services	162.00
1905796639	20285100	RESCUE TRAINING INSTITUTE	Recreational Services	140.00
1905798544	20285100	BRADLEY TATUM	Recreational Services	450.00
1905798541	20285100	ADRIAN JANSSEN VAN VUUREN	Recreational Services	1,050.75
1905798540	20285100	RICHARD KOWALESKI	Recreational Services	99.00
1905798537	20285100	KORI SCOTT	Recreational Services	264.00
1905803075	20285100	US BANK CORPORATE PAYMENT	Recreational Services	525.63

GENERAL FUND EXPENDITURES
FOR THE MONTH ENDING
OCTOBER 31, 2017

CLAIM #	ACCOUNT #	VENDOR	DESCRIPTION	AMOUNT
1905802788	20285100	ASHLEY LACKEY	Recreational Services	800.00
1905804989	20285100	JOHN REIBIN	Recreational Services	640.00
1905804983	20285100	ALLGOOD DRIVING SCHOOL IN	Recreational Services	68.00
1905804982	20285100	HOLLY COVALT HOLT	Recreational Services	184.80
1905804980	20285100	GRANIT BAY MARTIAL ARTS C	Recreational Services	525.00
				7,505.40
1905794588	20285200	SAM'S CLUB DIRECT CML	Recreational Supplies	362.11
1905794306	20285200	US BANK CORPORATE PAYMENT	Recreational Supplies	5.04
1905794306	20285200	US BANK CORPORATE PAYMENT	Recreational Supplies	821.19
1905803075	20285200	US BANK CORPORATE PAYMENT	Recreational Supplies	208.00
1905803075	20285200	US BANK CORPORATE PAYMENT	Recreational Supplies	9.06
1905802789	20285200	BSN SPORTS INC	Recreational Supplies	368.46
1905802787	20285200	LUCILLE COLQUHOUN	Recreational Supplies	1,080.19
1905802786	20285200	LUCILLE COLQUHOUN	Recreational Supplies	89.43
1905802785	20285200	LUCILLE COLQUHOUN	Recreational Supplies	48.48
1905807495	20285200	GREG FOELL OR JASON BAIN	Recreational Supplies	79.94
				3,071.90
109280416	20291100	SACRAMENTO COUNTY	COMPASS Annual Fees 17/18	2,758.35
1905798520	30321000	CITY NATIONAL BANK	Interest Expense	16,484.62
1905798520	30322000	CITY NATIONAL BANK	Bond/Loan Redemption	60,328.95
1905798546	30322000	C I T TECHNOLOGY FIN SERV	Bond/Loan Redemption	859.86
				61,188.81
1905798536	42420200	ENVIRONMENTAL EQUAZLIERS	Structures	3,066.25
1905804987	50557100	STATE OF CALIFORNIA	Fingerprinting Service	64.00
1905807495	50557100	GREG FOELL OR JASON BAIN	Fingerprinting Service	15.00
				79.00

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

Account Number	Expenditure Account	Budgeted 2017/2018	Current Expenditures	Expenditures to Date	Funds Available	% Left
1000	SALARIES & EMPLOYEE BENEFITS					
10111000	Salaries & Wages, Regular	720,000.00	53,599.00	205,711.50	514,288.50	71%
10112100	Salaries & Wages, Extra Help	328,000.00	11,006.89	131,775.14	196,224.86	60%
10112400	Salaries, Board members	12,000.00	700.00	2,000.00	10,000.00	83%
10121000	Retirement	170,000.00	12,447.52	47,773.76	122,226.24	72%
10122000	Social Security	85,000.00	4,840.26	25,288.06	59,711.94	70%
10123000	Group Insurance	195,000.00	15,978.47	77,556.70	117,443.30	60%
10124000	Worker's Comp. Ins	51,000.00		50,094.00	906.00	2%
10125000	Unemployment Insurance	25,000.00	233.27	5,994.07	19,005.93	76%
10128000	Health Care/Retirees	3,000.00		-	3,000.00	100%
	<i>SUB-TOTAL</i>	1,589,000.00	98,805.41	546,193.23	1,042,806.77	66%
2000	SERVICES & SUPPLIES					
20200500	Advertise/Legal Notices	1,500.00	90.00	291.81	1,208.19	81%
20202100	Books/Periodicals/Subscrip	750.00		-	750.00	100%
20202900	Business/Conference Expense	5,000.00	1,060.27	980.27	4,019.73	80%
20203500	Education/Training Serv.	5,500.00	1,325.00	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	45.59	56.33	1,943.67	97%
20203802	Recognition Items	500.00		-	500.00	100%
20203803	Recognition Events	500.00		-	500.00	100%
20203900	Employee Transportation	3,000.00	549.03	772.18	2,227.82	74%
20205100	Liability Insurance	40,000.00		21,269.00	18,731.00	47%
20205500	Rental Insurance	4,000.00		1,261.85	2,738.15	68%
20206100	Membership Dues	8,000.00		2,855.00	5,145.00	64%
20207600	Office Supplies	8,500.00	777.54	1,354.77	7,145.23	84%
20207602	Signs	500.00		1,719.56	(1,219.56)	-244%
20207603	Keys	350.00		-	350.00	100%
20208100	Postal Services	6,500.00	7.20	1,944.70	4,555.30	70%
20208102	Stamps	3,000.00	147.00	317.00	2,683.00	89%
20208500	Printing Services	24,000.00		6,051.00	17,949.00	75%
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		(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%

Account Number	Expenditure Account	Budgeted 2017/2018	Current Expenditures	Expenditures to Date	Funds Available	% Left
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%
20219100	Electricity	500.00		-	500.00	100%
20219200	Natural Gas / LPG/ Fuel Oil	500.00		-	500.00	100%
20219300	Refuse Collection / Disposal Servi	500.00		-	500.00	100%
20219500	Sewage Disposal Service	500.00		-	500.00	100%
20219700	Telephone Service	15,000.00	736.82	2,824.99	12,175.01	81%
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	2,500.00	(346.31)	4.07	2,495.93	100%
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	86.20	5,913.80	99%
20232100	Custodial Services	1,000.00		-	1,000.00	100%
20232200	Custodial Supplies	1,000.00		-	1,000.00	100%
20250500	Accounting Services	8,000.00		-	8,000.00	100%
20250700	Assessment/Collection Service	18,000.00		0.48	17,999.52	100%
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		282.00	718.00	72%
20257100	Security Services	5,000.00	91.88	1,018.44	3,981.56	80%
20259100	Other Professional Services	5,000.00		-	5,000.00	100%
20259101	Computer Consultants	6,000.00	500.00	2,000.00	4,000.00	67%
20281201	PC Hardware	10,000.00		-	10,000.00	100%
20281202	PC Software	10,000.00	(437.73)	(84.23)	10,084.23	101%
20281203	PC Supplies	1,000.00		-	1,000.00	100%
20281900	Elections	0.00		-	0.00	#DIV/0!
20285100	Recreational Services	180,000.00	7,505.40	29,151.61	150,848.39	84%
20285200	Recreational Supplies	40,000.00	3,071.90	8,633.18	31,366.82	78%
20289800	Other Operating Exp - Supplies	2,000.00		-	2,000.00	100%
20289900	Other Operating Exp - Services	2,000.00		228.99	1,771.01	89%
20291100	System Development Services	3,000.00	2,758.35	2,758.35	241.65	8%
20296200	GS Parking Charges	200.00		-	200.00	100%
	SUB-TOTAL	475,600.00	17,968.14	87,022.55	388,577.45	82%
3000	OTHER CHARGES					
30321000	Interest Expense	17,000.00	16,484.62	16,484.62	515.38	3%
30322000	Bond/Loan Redemption	66,000.00	61,188.81	62,496.49	3,503.51	5%
30345000	Taxes/Licenses/Assess Trans	2,500.00		-	2,500.00	100%
	SUB-TOTAL	85,500.00	77,673.43	78,981.11	6,518.89	8%
4000	FIXED ASSETS					

Account Number	Expenditure Account	Budgeted 2017/2018	Current Expenditures	Expenditures to Date	Funds Available	% Left
41410100	Land			-		
42420200	Struc. & Improvements	235,000.00	3,066.25	215,557.58	19,442.42	8%
43430300	Vehicles/Equipment	7,500.00		-	7,500.00	100%
	SUB-TOTAL	242,500.00	3,066.25	215,557.58	26,942.42	11%
5000	INTERFUND CHARGES					
50557100	Fingerprinting Service	4,000.00	79.00	333.00	3,667.00	92%
	SUB-TOTAL	4,000.00	79.00	333.00	3,667.00	92%
79790100	<i>Contingency Appropriations</i>	0.00		-	0.00	0%
	<i>Deposit into Reserves</i>	0.00		-	0.00	0%
	GRAND TOTAL	2,396,600.00	197,592.23	928,087.47	1,468,512.53	61%

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

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		-0.05	1,190,000.05	0.00%
91910200	Prop. Taxes - Current Unsecured	40,000		0.00	40,000.00	0.00%
91910300	Supplemental Taxes Current	10,000		0.00	10,000.00	0.00%
91910400	Prop. Taxes Sec. Delinquent	10,000		0.00	10,000.00	0.00%
91910500	Prop. Taxes Supp. Delinq.	500		0.00	500.00	0.00%
91910600	Unitary Current Secured	12,000		0.00	12,000.00	0.00%
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		0.23	999.77	0.02%
91914000	Penalty Costs - Prop. Tax	200		0.43	199.57	0.22%
91919900	Taxes - Other	-		0.00	0.00	
	<i>SUB-TOTAL TAXES 9100</i>	<i>1,263,700</i>	<i>0.00</i>	<i>0.61</i>	<i>1,263,699.39</i>	<i>0.00%</i>
94941000	Interest Income	4,000	1,779.00	1,778.99	2,221.01	44.47%
94942900	Building Rental Other	90,000	7,732.90	39,768.29	50,231.71	44.19%
94943900	Cell Tower Leases	19,600	2,611.78	10,582.12	9,017.88	53.99%
94944800	Rec.Concessions Final 9	17,000	3,661.48	7,822.96	9,177.04	46.02%
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		0.00	15,000.00	0.00%
95952900	In-Lieu Taxes	300,000		300,000.00	0.00	
95956900	State Aid - Other Misc. Programs	-		0.00	0.00	
96963313	Miscellaneous Fees	1,000		2,421.10	-1,421.10	242.11%
96964600	Recreation Service Charges	470,000	25,186.88	147,825.43	322,174.57	31.45%
96969700	Security Services	2,500	-5.04	2,044.36	455.64	81.77%
96969903	Sponsorships/Scholarships	-		0.00	0.00	
97973000	Donations & Contributions	-		750.00	-750.00	
97973200	Recreation Contributions	-		0.00	0.00	
97973300	Orangevale Clubs	-		0.00	0.00	
97974000	Insurance Proceeds	2,500	490.23	2,082.50	417.50	83.30%
97979000	Revenue - Other	500	328.40	368.28	131.72	73.66%
	<i>SUB-TOTAL OTHER MISC. INCOME</i>	<i>924,100</i>	<i>41,785.63</i>	<i>515,444.03</i>	<i>408,655.97</i>	<i>55.78%</i>
	<i>TOTAL BUDGET AMOUNT</i>	<i>2,187,800</i>	<i>41,785.63</i>	<i>515,444.64</i>	<i>1,672,355.36</i>	<i>23.56%</i>

GENERAL FUND EXPENDITURES
FOR THE MONTH ENDING
NOVEMBER 30, 2017

CLAIM #	ACCOUNT #	VENDOR	DESCRIPTION	AMOUNT
1905823202	20200500	US BANK CORPORATE PAYMENT	Advertising	45.00
1905823202	20202900	US BANK CORPORATE PAYMENT	Business/Conference Expo	870.74
1905815543	20203900	ASHLEY TAPIA	Employee Transportation	32.96
1905815448	20203900	ASHLEY BELL	Employee Transportation	37.34
1905815447	20203900	JENNIFER VON AESCH	Employee Transportation	71.58
1905817616	20203900	CHELSEA MCADAM	Employee Transportation	15.30
1905817613	20203900	GREGORY A FOELL	Employee Transportation	29.16
1905817572	20203900	ASHLEY TAPIA	Employee Transportation	1.61
				187.95
1905815437	20205500	HUB INTERNATIONAL INSURAN	Insurance-Long Term	446.04
1905823202	20207600	US BANK CORPORATE PAYMENT	Office Supplies	378.64
1905823202	20208100	US BANK CORPORATE PAYMENT	Postal Service	6.59
1905824190	20208100	US POSTAL SERVICE	Postal Service	1,937.50
				1,944.09
1905815818	20219700	SPRINT P C S	Telephone Service	37.12
1905817657	20219700	AT&T	Telephone Service	105.76
1905823948	20219700	COMCAST	Telephone Service	574.21
1905823947	20219700	AT&T	Telephone Service	19.97
				737.06
1905811791	20256200	DESIREE BROWN	Transcribing Service	118.00
1905826222	20257100	TIN STAR SECURITY CO	Security Service	1,020.09
1905823202	20259100	US BANK CORPORATE PAYMENT	Other Professional Services	11.26
1905823202	20281202	US BANK CORPORATE PAYMENT	Software	118.58
1905815445	20285100	RAQUEL VINA	Recreational Service	400.00
1905815444	20285100	ALEXIS TUCH	Recreational Service	800.00
1905815440	20285100	BRENDAN CHASE	Recreational Service	6,972.80
1905815838	20285100	CLINT LEMAY	Recreational Service	123.50
1905815837	20285100	ALISON LLOYD	Recreational Service	264.00
1905815835	20285100	HOLLY COVALT HOLT	Recreational Service	264.00
1905815834	20285100	DANIEL CRANDALL	Recreational Service	96.60
1905815832	20285100	KORI SCOTT	Recreational Service	360.00
1905815830	20285100	STEVEN MIRANDA	Recreational Service	689.00
1905815839	20285100	ALL-AROUND KIDS INC	Recreational Service	634.20
1905817700	20285100	TATYANA PROK	Recreational Service	400.00
1905817699	20285100	NICOLE SMITH	Recreational Service	400.00
1905817698	20285100	ERIN MORRISON	Recreational Service	1,755.00
1905823202	20285100	US BANK CORPORATE PAYMENT	Recreational Service	215.00
1905819712	20285100	RICHARD KOWALESKI	Recreational Service	72.00
1905819711	20285100	GRANIT BAY MARTIAL ARTS C	Recreational Service	70.00
1905819710	20285100	ADRIAAN JANSEN VAN VUUREN	Recreational Service	1,242.75
1905819709	20285100	TRAVIS GROSJEAN	Recreational Service	91.00
1905819707	20285100	FREE FLOW ACADEMY INC	Recreational Service	81.90
1905819702	20285100	ATHLACTION HOLDINGS LLC	Recreational Service	8,824.73
1905823051	20285100	ADAM WOODS	Recreational Service	400.00

GENERAL FUND EXPENDITURES
FOR THE MONTH ENDING
NOVEMBER 30, 2017

CLAIM #	ACCOUNT #	VENDOR	DESCRIPTION	AMOUNT
1905823966	20285100	JILLIAN JULIEN	Recreational Service	400.00
1905823961	20285100	CARRIE VICKREY	Recreational Service	400.00
1905826218	20285100	JUST 4 KICKS SACRAMENTO I	Recreational Service	3,080.00
1905826217	20285100	FREE FLOW ACADEMY INC	Recreational Service	81.90
1905826215	20285100	MICHELLE LUETH	Recreational Service	51.80
				28,170.18
1905823202	20285200	US BANK CORPORATE PAYMENT	Recreational Supplies	278.21
1905823202	20285200	US BANK CORPORATE PAYMENT	TAX ACCRUAL	14.15
1905823040	20285200	WAL-MART STORES INC	Recreational Supplies	36.42
1905828915	20285200	SAM'S CLUB DIRECT CML	Recreational Supplies	446.11
				774.89
109298088	20281304	SACRAMENTO COUNTY INPUT	BOE Sales & Use Tax Audit 10/01/13-	363.75
1905819931	42420200	SPRINKLER SERVICE & SUPPL	Structures	326.91
1905819705	50557100	DEBRA A DAVIS	FingerPrinting Service	45.00
1905823068	50557100	DEBRA A DAVIS	FingerPrinting Service	30.00
1905823054	50557100	STATE OF CALIFORNIA	FingerPrinting Service	128.00
				203.00

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

Account Number	Expenditure Account	Budgeted 2017/2018	Current Expenditure	Expenditures to Date	Funds Available	% Left
1000	SALARIES & EMPLOYEE BENEFITS					
10111000	Salaries & Wages, Regular	785,000.00	53,733.00	259,444.50	525,555.50	67%
10112100	Salaries & Wages, Extra Help	375,000.00	10,335.70	142,110.84	232,889.16	62%
10112400	Salaries, Board members	12,000.00	500.00	2,500.00	9,500.00	79%
10121000	Retirement	170,000.00	12,477.25	60,251.01	109,748.99	65%
10122000	Social Security	85,000.00	4,783.86	30,071.92	54,928.08	65%
10123000	Group Insurance	215,000.00	15,978.47	93,535.17	121,464.83	56%
10124000	Worker's Comp. Ins	51,000.00		50,094.00	906.00	2%
10125000	Unemployment Insurance	25,000.00	185.75	6,179.82	18,820.18	75%
10128000	Health Care/Retirees	3,000.00		-	3,000.00	100%
	<i>SUB-TOTAL</i>	1,721,000.00	97,994.03	644,187.26	1,076,812.74	63%
2000	SERVICES & SUPPLIES					
20200500	Advertise/Legal Notices	1,500.00	45.00	336.81	1,163.19	78%
20202100	Books/Periodicals/Subscrip	750.00		-	750.00	100%
20202900	Business/Conference Expense	5,000.00	870.74	1,851.01	3,148.99	63%
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		56.33	1,943.67	97%
20203802	Recognition Items	500.00		-	500.00	100%
20203803	Recognition Events	500.00		-	500.00	100%
20203900	Employee Transportation	3,000.00	187.95	960.13	2,039.87	68%
20205100	Liability Insurance	40,000.00		21,269.00	18,731.00	47%
20205500	Rental Insurance	4,000.00	446.04	1,707.89	2,292.11	57%
20206100	Membership Dues	8,000.00		2,855.00	5,145.00	64%
20207600	Office Supplies	9,500.00	378.64	1,733.41	7,766.59	82%
20207602	Signs	500.00		1,719.56	(1,219.56)	-244%
20207603	Keys	350.00		-	350.00	100%
20208100	Postal Services	6,500.00	1,944.09	3,888.79	2,611.21	40%
20208102	Stamps	3,000.00		317.00	2,683.00	89%
20208500	Printing Services	28,000.00		6,051.00	21,949.00	78%
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		(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%

Account Number	Expenditure Account	Budgeted 2017/2018	Current Expenditure	Expenditures to Date	Funds Available	% Left
20218200	Irrigation Supplies	500.00		-	500.00	100%
20218500	Permit Charges	3,000.00		-	3,000.00	100%
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	737.06	3,562.05	11,437.95	76%
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		4.07	4,995.93	100%
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		-	1,000.00	100%
20250500	Accounting Services	8,000.00		-	8,000.00	100%
20250700	Assessment/Collection Service	18,000.00		0.48	17,999.52	100%
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	118.00	400.00	600.00	60%
20257100	Security Services	5,000.00	1,020.09	2,038.53	2,961.47	59%
20259100	Other Professional Services	5,000.00	11.26	11.26	4,988.74	100%
20259101	Computer Consultants	6,000.00		2,000.00	4,000.00	67%
20281201	PC Hardware	10,000.00		-	10,000.00	100%
20281202	PC Software	6,000.00	118.58	34.35	5,965.65	99%
20281203	PC Supplies	1,000.00		-	1,000.00	100%
20281900	Elections	0.00		-	0.00	#DIV/0!
20285100	Recreational Services	180,000.00	28,170.18	57,321.79	122,678.21	68%
20285200	Recreational Supplies	40,000.00	774.89	9,408.07	30,591.93	76%
20289800	Other Operating Exp - Supplies	2,000.00	363.75	363.75	1,636.25	82%
20289900	Other Operating Exp - Services	2,000.00		228.99	1,771.01	89%
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	35,186.27	122,208.82	356,891.18	74%
3000	OTHER CHARGES					
30321000	Interest Expense	17,000.00		16,484.62	515.38	3%
30322000	Bond/Loan Redemption	66,000.00		62,496.49	3,503.51	5%
30345000	Taxes/Licenses/Assess Trans	2,500.00		-	2,500.00	100%
	SUB-TOTAL	85,500.00	-	78,981.11	6,518.89	8%
4000	FIXED ASSETS					
41410100	Land	0.00		-	0.00	

Account Number	Expenditure Account	Budgeted 2017/2018	Current Expenditure	Expenditures to Date	Funds Available	% Left
42420200	Struc. & Improvements	235,000.00	326.91	215,884.49	19,115.51	8%
43430300	Vehicles/Equipment	7,500.00		-	7,500.00	100%
	SUB-TOTAL	242,500.00	326.91	215,884.49	26,615.51	11%
5000	INTERFUND CHARGES					
50557100	Fingerprinting Service	4,000.00	203.00	536.00	3,464.00	87%
	SUB-TOTAL	4,000.00	203.00	536.00	3,464.00	87%
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	133,710.21	1,061,797.68	1,470,302.32	58%

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

Account	Revenue Account	2017/2018 Budgeted Revenue	Realized This Period	Collection YTD Balance	YTD Uncollected Balance	% Collected
91910100	Prop. Taxes - Current Secured	1,190,000		-0.05	1,190,000.05	0.00%
91910200	Prop. Taxes - Current Unsecured	40,000		0.00	40,000.00	0.00%
91910300	Supplemental Taxes Current	10,000		0.00	10,000.00	0.00%
91910400	Prop. Taxes Sec. Delinquent	10,000	8,682.44	8,682.44	1,317.56	86.82%
91910500	Prop. Taxes Supp. Delinq.	500	1,553.64	1,553.64	-1,053.64	310.73%
91910600	Unitary Current Secured	12,000		0.00	12,000.00	0.00%
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		0.23	999.77	0.02%
91914000	Penalty Costs - Prop. Tax	200	1.81	2.24	197.76	1.12%
91919900	Taxes - Other	-		0.00	0.00	
	<i>SUB-TOTAL TAXES 9100</i>	<i>1,263,700</i>	<i>10,237.89</i>	<i>10,238.50</i>	<i>1,253,461.50</i>	<i>0.81%</i>
94941000	Interest Income	4,000	-900.00	878.99	3,121.01	21.97%
94942900	Building Rental Other	90,000	7,009.29	46,777.58	43,222.42	51.98%
94943900	Cell Tower Leases	19,600	2,611.78	13,193.90	6,406.10	67.32%
94944800	Rec.Concessions Final 9	17,000		7,822.96	9,177.04	46.02%
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		0.00	15,000.00	0.00%
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	938.84	3,359.94	-2,359.94	335.99%
96964600	Recreation Service Charges	470,000	13,595.06	161,420.49	308,579.51	34.34%
96969700	Security Services	2,500	437.63	2,481.99	18.01	99.28%
96969903	Sponsorships/Scholarships	-		0.00	0.00	
97973000	Donations & Contributions	-		750.00	-750.00	
97973200	Recreation Contributionss	-		0.00	0.00	
97973300	Orangevale Clubs	-		0.00	0.00	
97974000	Insurance Proceeds	2,500	430.79	2,513.29	-13.29	100.53%
97979000	Revenue - Other	500	1.50	369.78	130.22	73.96%
	<i>SUB-TOTAL OTHER MISC. INCOME</i>	<i>924,100</i>	<i>24,124.89</i>	<i>539,568.92</i>	<i>384,531.08</i>	<i>58.39%</i>
	<i>TOTAL BUDGET AMOUNT</i>	<i>2,187,800</i>	<i>34,362.78</i>	<i>549,807.42</i>	<i>1,637,992.58</i>	<i>25.13%</i>

OLLAD EXPENDITURES
FOR THE MONTH ENDING
OCTOBER 31, 2017

CLAIM #	ACCOUNT #	VENDOR	DESCRIPTION	AMOUNT
1905794306	20207600	US BANK CORPORATE PAYMENT	Office Supplies	2.71
1905794306	20207600	US BANK CORPORATE PAYMENT	Office Supplies	35.00
				37.71
1905803075	20210400	US BANK CORPORATE PAYMENT	Agriculture/Horticulture Supplies	28.47
1905803075	20210400	US BANK CORPORATE PAYMENT	Agriculture/Horticulture Supplies	2.21
1905802766	20210400	AMERICAN RIVER ACE HARDWA	Agriculture/Horticulture Supplies	157.26
				187.94
1905794585	20211200	LOWES BUSINESS ACCOUNT	Building Maintenance Supplies/ Materials	46.48
1905791717	20211200	ROSS RECREATION EQUIPMENT	Building Maintenance Supplies/ Materials	416.80
1905802766	20211200	AMERICAN RIVER ACE HARDWA	Building Maintenance Supplies/Materials	55.71
1905807497	20211200	MIRACLE PLAYSYSTEMS INC	Building Maintenance Supplies/Materials	3,161.50
1905807497	20211200	MIRACLE PLAYSYSTEMS INC	Building Maintenance Supplies/Materials	39.75
				3,720.24
1905802766	20212200	AMERICAN RIVER ACE HARDWA	Chemical Supplies	8.60
1905794585	20214200	LOWES BUSINESS ACCOUNT	Land Improvement Maintenance Supplies	2,179.58
1905794306	20214200	US BANK CORPORATE PAYMENT	Land Improvement Maintenance Supplies	26.04
1905794306	20214200	US BANK CORPORATE PAYMENT	Land Improvement Maintenance Supplies	423.42
1905803075	20214200	US BANK CORPORATE PAYMENT	Land Improvement Maintenance Supplies	1,790.61
1905803075	20214200	US BANK CORPORATE PAYMENT	Land Improvement Maintenance Supplies	129.78
1905802781	20214200	NIMBUS LANDSCAPING MATERI	Land Improvement Maintenance Supplies	4,546.50
1905802766	20214200	AMERICAN RIVER ACE HARDWA	Land Improvement Maintenance Supplies	307.92
				9,403.85
1300651104	20216200	LOWES REBATE	Painting Supply	-70.00
1905802783	20216800	FERGUSON ENTERPRISES INC	Plumbing Maintenance Supplies	361.42
1905802766	20216800	AMERICAN RIVER ACE HARDWA	Plumbing Maintenance Supplies	137.99
				499.41
1905794598	20218200	SITEONE LANDSCAPE SUPPLY	Irrigation Supplies	42.62
1905791710	20218200	SITEONE LANDSCAPE SUPPLY	Irrigation Supplies	120.84
1905791708	20218200	SITEONE LANDSCAPE SUPPLY	Irrigation Supplies	438.28
1905791707	20218200	SITEONE LANDSCAPE SUPPLY	Irrigation Supplies	2,150.00
1905791706	20218200	SITEONE LANDSCAPE SUPPLY	Irrigation Supplies	243.32
1905798991	20218200	HORIZON DISTRIBUTORS INC	Irrigation Supplies	9,906.38
1905798990	20218200	HORIZON DISTRIBUTORS INC	Irrigation Supplies	12,481.31
1905802766	20218200	AMERICAN RIVER ACE HARDWA	Irrigation Supplies	37.64
1905807509	20218200	SITEONE LANDSCAPE SUPPLY	Irrigation Supplies	31.79
1905807508	20218200	SITEONE LANDSCAPE SUPPLY	Irrigation Supplies	110.85
1700110442	20218200	SITEONE LANDSCAPE SUPPLY	Irrigation Supplies	-781.59
1905807502	20218200	SITEONE LANDSCAPE SUPPLY	Irrigation Supplies	1,375.66
				26,157.10
1905791705	20218500	COUNTY OF SACRAMENTO	Permit Charges	490.00
1905794596	20219100	SMUD	Electricity	7,817.80
1905798924	20219200	PACIFIC GAS AND ELECTRIC	Natural Gas, LPG, Fuel Oil	222.49
1905798523	20219300	ALLIED WASTE SERVICES OF	Ref Coll/ Disposal Service	1,607.82
1905794593	20219500	COUNTY OF SACRAMENTO	Sewage Disposal Service	504.88
1905798522	20219500	COUNTY OF SACRAMENTO	Sewage Disposal Service	827.12
1905807500	20219500	UNITED SITE SERVICES	Sewage Disposal Service	188.63

OLLAD EXPENDITURES
FOR THE MONTH ENDING
OCTOBER 31, 2017

1905807499	20219500	UNITED SITE SERVICES	Sewage Disposal Service	188.63
				1,709.26
1905794306	20219800	US BANK CORPORATE PAYMENT	Water	40.22
1905802758	20219800	SAN JUAN WATER DISTRICT	Water	240.90
1905803075	20219800	US BANK CORPORATE PAYMENT	Water	37.22
1905804958	20219800	ORANGEVALE WATER CO	Water	6,263.58
				6,581.92
1905791723	20220600	DALE G PHILLIPS ENT #47	Auto Maintenance Supplies	120.21
1905794306	20220600	US BANK CORPORATE PAYMENT	Auto Maintenance Supplies	0.77
1905794306	20220600	US BANK CORPORATE PAYMENT	Auto Maintenance Supplies	333.20
1905798552	20220600	DALE G PHILLIPS ENT #47	Auto Maintenance Supplies	151.42
1905798987	20220600	RIEBES AUTO PARTS LLC	Auto Maintenance Supplies	75.82
1905798943	20220600	CARQUEST	Auto Maintenance Supplies	425.57
1905804968	20220600	GOLD COUNTRY TRACTOR INC	Auto Maintenance Supplies	278.31
1905804968	20220600	GOLD COUNTRY TRACTOR INC	Auto Maintenance Supplies	1.24
				1,386.54
1905803075	20222600	US BANK CORPORATE PAYMENT	Expensible Tools	427.66
1905802769	20222600	GORDON COOK	Expendable Tools	204.69
1905807507	20222600	SITEONE LANDSCAPE SUPPLY	Expendable Tools	459.47
				1,091.82
1905798533	20223600	FLEETCOR TECHNOLOGIES	Fuel/ Lubricants	1,050.85
1905804963	20227500	GREENBACK EQUIPMENT RENTA	Rent/Lease Equipment	393.06
1905794306	20228100	US BANK CORPORATE PAYMENT	Shop Equipment Maintenance Service	2.94
1905794306	20228100	US BANK CORPORATE PAYMENT	Shop Equipment Maintenance Service	37.90
				40.84
1905791720	20228200	GORDON COOK	Shop Equipment Maintenance Supplies	263.96
1905798943	20228200	CARQUEST	Shop Equipment Maintenance Supplies	25.85
1905802766	20228200	AMERICAN RIVER ACE HARDWA	Shop Equipment Maintenance Supplies	5.39
				295.20
1905802766	20229200	AMERICAN RIVER ACE HARDWA	Other Equipment Maintenance Supplies	2.39
1905794306	20232200	US BANK CORPORATE PAYMENT	Custodial Supplies	7.99
1905794306	20232200	US BANK CORPORATE PAYMENT	Custodial Supplies	103.11
1905796598	20232200	STATE INDUSTRIAL PRODUCTS	Custodial Supplies	372.05
				483.15
1905791721	20257100	FULTON-EL CAMINO REC & PA	Security Service	1,000.00
1905794306	20259100	US BANK CORPORATE PAYMENT	Other Professional Services	42.74
1905794306	20259100	US BANK CORPORATE PAYMENT	Other Professional Services	728.13
1905798549	20259100	NEIGHBORLY PEST MANAGEMEN	Other Professional Services	169.00
				939.87
1905798944	20289800	NELSON KIRK	Other Operating Exp Supplies	125.00
1905807527	30345000	SACRAMENTO COUNTY	Tax/License/Assess	17.88
1905802988	43430300	MOST DEPENDABLE FOUNTAINS	Equipment-SD-Non_Recon	11,694.58

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

Account Number	Expenditure Account	Budgeted 2017/2018	Current Expenditure	Expenditures to Date	Funds Available	% Left
2000	SERVICES & SUPPLIES					
20207603	Keys	2,000.00	37.71	40.40	1,959.60	98%
20210300	Agricultural/Horticultural Service	12,000.00		1,200.00	10,800.00	90%
20210400	Agricultural/Horticultural Supply	15,000.00	187.94	1,326.91	13,673.09	91%
20211200	Building Maint. Supplies	8,000.00	3,720.24	7,069.39	930.61	12%
20212200	Chemicals	30,000.00	8.60	9,363.83	20,636.17	69%
20213100	Electrical Maint. Service	6,000.00		-	6,000.00	100%
20213200	Electrical Maint. Supplies	2,000.00		427.50	1,572.50	79%
20214100	Land Improv. Maint. Service	22,000.00		-	22,000.00	100%
20214200	Land Improv. Maint. Supplies	48,000.00	9,403.85	11,514.10	36,485.90	76%
20215100	Mechanical System Maint. Ser	10,000.00		241.94	9,758.06	98%
20215200	Mechanical System Maint. Sup	3,000.00		128.20	2,871.80	96%
20216200	Painting Supplies	1,500.00	(70.00)	24.22	1,475.78	98%
20216700	Plumbing Maint. Service	1,000.00		-	1,000.00	100%
20216800	Plumbing Maint. Supplies	4,000.00	499.41	3,834.25	165.75	4%
20218100	Irrigation Service	2,000.00		-	2,000.00	100%
20218200	Irrigation Supplies	12,000.00	26,157.10	35,778.29	(23,778.29)	-198%
20218500	Permit Charges	2,000.00	490.00	2,175.25	(175.25)	-9%
20219100	Electricity	83,000.00	7,817.80	24,728.04	58,271.96	70%
20219200	Natural Gas / LPG/ Fuel Oil	30,000.00	222.49	732.59	29,267.41	98%
20219300	Refuse Collection / Disposal Service	24,000.00	1,607.82	4,775.41	19,224.59	80%
20219500	Sewage Disposal Service	14,000.00	1,709.26	3,791.79	10,208.21	73%
20219800	Water	51,000.00	6,581.92	27,676.32	23,323.68	46%
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	1,386.54	5,425.75	(1,425.75)	-36%
20221200	Construction Equip. Maint. Supp.	500.00		15.93	484.07	97%
20222600	Expendable Tools	4,000.00	1,091.82	1,833.63	2,166.37	54%
20223600	Fuel & Lubricants	21,000.00	1,050.85	3,474.57	17,525.43	83%
20227500	Rent/Lease Equipment	3,000.00	393.06	440.79	2,559.21	85%
20228100	Shop Equip. Maint. Service	2,000.00	40.84	40.84	1,959.16	98%
20228200	Shop Equip. Maint. Supplies	7,000.00	295.20	1,290.82	5,709.18	82%
20229100	Other Equip. Maint. Service	2,500.00		-	2,500.00	100%
20229200	Other Equip. Maint. Supplies	2,000.00	2.39	354.38	1,645.62	82%
20232200	Custodial Supplies	20,000.00	483.15	4,190.86	15,809.14	79%
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		132.50	19,867.50	99%
20257100	Security Services	18,000.00	1,000.00	2,271.98	15,728.02	87%
20259100	Other Professional Services	25,000.00	939.87	2,077.87	22,922.13	92%
20289800	Other Operating Expense Sup.	3,500.00	125.00	901.54	2,598.46	74%
	SUB-TOTAL	543,000.00	65,182.86	165,004.35	377,995.65	70%
3000	OTHER CHARGES					
30321000	Interest Expense	0.00		-	0.00	0%

Account Number	Expenditure Account	Budgeted 2017/2018	Current Expenditure	Expenditures to Date	Funds Available	% Left
30322000	Bond/Loan Redemption	0.00		-	0.00	0%
30345000	Taxes/Licenses/Assess Trans	1,200.00	17.88	84.32	1,115.68	93%
	SUB-TOTAL	1,200.00	17.88	84.32	1,115.68	93%
4000	FIXED ASSETS					
42420200	Struc. & Improvements	115,000.00		2,100.00	112,900.00	0%
43430300	Equipment	70,000.00	11,694.58	17,856.19	52,143.81	0%
	SUB-TOTAL	185,000.00	11,694.58	19,956.19	165,043.81	0%
	GRAND TOTAL	729,200.00	76,895.32	185,044.86	544,155.14	75%

OLLAD EXPENDITURES
FOR THE MONTH ENDING
NOVEMBER 30, 2017

	ACCOUNT #	VENDOR	DESCRIPTION	AMOUNT
1905819677	20207600	AMERICAN RIVER ACE HARDWA	Office Supplies	258.47
1905823048	20210300	INALLIANCE	Agriculture/Horticulture Service	487.50
1905819677	20210400	AMERICAN RIVER ACE HARDWA	Agriculture/Horticulture Supplies	118.34
1905823202	20210400	US BANK CORPORATE PAYMENT	Agriculture/Horticulture Supplies	454.56
1905823202	20210400	US BANK CORPORATE PAYMENT	TAX ACCRUAL	33.98
				606.88
1905819677	20211200	AMERICAN RIVER ACE HARDWA	Building Maintenance Supplies/Materials	42.74
1905828910	20211200	LOWES BUSINESS ACCOUNT	Building Maintenance Supplies/Materials	406.85
				449.59
1905819677	20212200	AMERICAN RIVER ACE HARDWA	Chemical Supplies	21.51
1905823202	20212200	US BANK CORPORATE PAYMENT	Chemical Supplies	435.66
				457.17
1905811558	20214100	APPLIED LANDSCAPE MATERIA	Land Improvement Maintenance Service	2,275.00
1905811555	20214100	APPLIED LANDSCAPE MATERIA	Land Improvement Maintenance Service	1,170.00
1905811551	20214100	APPLIED LANDSCAPE MATERIA	Land Improvement Maintenance Service	845.00
				4,290.00
1905811793	20214200	CASCADE ROCK INC	Land Improvement Maintenance Supplies	20.21
1905811558	20214200	APPLIED LANDSCAPE MATERIA	Land Improvement Maintenance Supplies	3,017.00
1905811555	20214200	APPLIED LANDSCAPE MATERIA	Land Improvement Maintenance Supplies	1,551.60
1905811551	20214200	APPLIED LANDSCAPE MATERIA	Land Improvement Maintenance Supplies	1,120.60
1905811547	20214200	LOWES BUSINESS ACCOUNT	Land Improvement Maintenance Supplies	640.50
1905819677	20214200	AMERICAN RIVER ACE HARDWA	Land Improvement Maintenance Supplies	55.06
1905823202	20214200	US BANK CORPORATE PAYMENT	Land Improvement Maintenance Supplies	620.05
				7,025.02
1905819677	20216200	AMERICAN RIVER ACE HARDWA	Painting Supplies	191.78
1905815819	20216800	INDUSTRIAL PLUMBING SUPPL	Plumbing Maintenance Supplies	99.60
1905819677	20216800	AMERICAN RIVER ACE HARDWA	Plumbing Maintenance Supplies	59.90
1905823959	20216800	UNIVERSAL SPECIALTIES INC	Plumbing Maintenance Supplies	150.48
1905828910	20216800	LOWES BUSINESS ACCOUNT	Plumbing Maintenance Supplies	121.34
				431.32
1905815442	20218200	SITEONE LANDSCAPE SUPPLY	Irrigation Supplies	154.01
1905823043	20218200	SITEONE LANDSCAPE SUPPLY	Irrigation Supplies	537.39
				691.40
1905815436	20219100	SMUD	Electricity	6,333.89
1905828916	20219100	SMUD	Electricity	5,679.76
				12,013.65
1905817649	20219200	PACIFIC GAS AND ELECTRIC	Natural Gas/LPG/Luel Oil	265.13
1905817653	20219300	ALLIED WASTE SERVICES OF	Ref Coll/Disposal Service	1,606.83
1905823202	20219300	US BANK CORPORATE PAYMENT	Ref Coll/Disposal Service	25.00
				1,631.83
1905826212	20219500	UNITED SITE SERVICES	Sewage Disposal Service	188.63
1905826211	20219500	UNITED SITE SERVICES	Sewage Disposal Service	188.63
1905828918	20219500	COUNTY OF SACRAMENTO	Sewage Disposal Service	504.88
				882.14

OLLAD EXPENDITURES
FOR THE MONTH ENDING
NOVEMBER 30, 2017

1905823202	20219800	US BANK CORPORATE PAYMENT	Water	45.18
1905823942	20219800	ORANGEVALE WATER CO	Water	3,966.12
				4,011.30
1905819680	20220600	CARQUEST	Auto Maintenance Supplies	532.51
1905823202	20220600	US BANK CORPORATE PAYMENT	Auto Maintenance Supplies	305.97
				838.48
1700110535	20222600	SITEONE LANDSCAPE SUPPLY	Expendable Tools	-14.39
1905815822	20222600	GORDON COOK	Expendable Tools	205.76
1905819680	20222600	CARQUEST	Expendable Tools	123.87
1905819677	20222600	AMERICAN RIVER ACE HARDWA	Expendable Tools	392.18
				707.42
1905819928	20223600	FLEETCOR TECHNOLOGIES	Fuel/Lubricants	906.20
1905815441	20227500	GREENBACK EQUIPMENT RENTA	Rent/Lease Equipment	33.90
1905826223	20227500	GREENBACK EQUIPMENT RENTA	Rent/Lease Equipment	33.90
				67.80
1905815446	20228200	CNS INDUSTRIES INC	Shop Equipment Maintenance Supplies	267.29
1905819677	20228200	AMERICAN RIVER ACE HARDWA	Shop Equipment Maintenance Supplies	27.47
1905823202	20228200	US BANK CORPORATE PAYMENT	Shop Equipment Maintenance Supplies	547.08
1905823202	20228200	US BANK CORPORATE PAYMENT	TAX ACCRUAL	40.87
1905823047	20228200	GORDON COOK	Shop Equipment Maintenance Supplies	59.39
				942.10
1905811664	20229100	GORDON COOK	Other Equipment Maintenance Service	50.59
1905819680	20229200	CARQUEST	Other Equipment Maintenance Supplies	85.63
1905819697	20229200	GOLD COUNTRY TRACTOR INC	Other Equipment Maintenance Supplies	619.77
1905819697	20229200	GOLD COUNTRY TRACTOR INC	TAX ACCRUAL	2.88
				708.28
1905815438	20232200	ARAMARK UNIFORM SERVICE	Custodial Supplies	855.66
1905815841	20232200	STATE INDUSTRIAL PRODUCTS	Custodial Supplies	507.65
1905817680	20232200	VERITIV OPERATING COMPANY	Custodial Supplies	1,318.21
1905819700	20232200	ARAMARK UNIFORM SERVICE	Custodial Supplies	427.83
				3,109.35
1905815825	20257100	FULTON-EL CAMINO REC & PA	Security Service	2,250.00
1905815821	20257100	SACRAMENTO VALLEY ALARM S	Security Service	121.98
1905826219	20257100	FULTON-EL CAMINO REC & PA	Security Service	650.00
				3,021.98
1905823075	20259100	MTW GROUP	Other Professional Services	2,000.00
1905823074	20259100	MTW GROUP	Other Professional Services	3,500.00
1905823951	20259100	NEIGHBORLY PEST MANAGEMEN	Other Professional Services	169.00
				5,669.00
109298088	20281304	SACRAMENTO COUNTY INPUT	BOE Sales & Use Tax Audit 10/01/13-09/3	140.44
1905815439	20289800	CURTIS BRYANT	Other Operating Expence Supplies	125.00
1905815438	20289800	ARAMARK UNIFORM SERVICE	Other Operating Expence Supplies	475.68
1905819677	20289800	AMERICAN RIVER ACE HARDWA	Other Operating Expence Supplies	10.76
1905819700	20289800	ARAMARK UNIFORM SERVICE	Other Operating Expence Supplies	250.35
1905826214	20289800	ARAMARK UNIFORM AND CAREE	Other Operating Expence Supplies	211.00
				1,213.23
1905815434	30345000	SACRAMENTO COUNTY	Tax/License/Assess	85.68
1905815432	30345000	SACRAMENTO COUNTY	Tax/License/Assess	91.22

OLLAD EXPENDITURES
FOR THE MONTH ENDING
NOVEMBER 30, 2017

1905804953	30345000	SACRAMENTO COUNTY	Tax/License/Assess	80.14
1905823940	30345000	SACRAMENTO COUNTY	Tax/License/Assess	184.42
1905823938	30345000	SACRAMENTO COUNTY	Tax/License/Assess	281.66
1905826245	30345000	SACRAMENTO COUNTY	Tax/License/Assess	85.68
1905826243	30345000	SACRAMENTO COUNTY	Tax/License/Assess	48.90
1905826228	30345000	SACRAMENTO COUNTY	Tax/License/Assess	166.80
				1,024.50
1905817689	42420200	JENNIFER VON AESCH/COSTCO	Structures	183.17
1905819698	42420200	JENNIFER VON AESCH/COSTCO	Structures	183.17
				366.34

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

Account Number	Expenditure Account	Budgeted 2017/2018	Current Expenditure	Expenditures to Date	Funds Available	% Left
2000	SERVICES & SUPPLIES					
20207603	Keys	2,000.00	258.47	298.87	1,701.13	85%
20210300	Agricultural/Horticultural Service	12,000.00	487.50	1,687.50	10,312.50	86%
20210400	Agricultural/Horticultural Supply	15,000.00	606.88	1,933.79	13,066.21	87%
20211200	Building Maint. Supplies	8,000.00	449.59	7,518.98	481.02	6%
20212200	Chemicals	30,000.00	457.17	9,821.00	20,179.00	67%
20213100	Electrical Maint. Service	6,000.00		-	6,000.00	100%
20213200	Electrical Maint. Supplies	2,000.00		427.50	1,572.50	79%
20214100	Land Improv. Maint. Service	22,000.00	4,290.00	4,290.00	17,710.00	81%
20214200	Land Improv. Maint. Supplies	48,000.00	7,025.02	18,539.12	29,460.88	61%
20215100	Mechanical System Maint. Ser	10,000.00		241.94	9,758.06	98%
20215200	Mechanical System Maint. Sup	3,000.00		128.20	2,871.80	96%
20216200	Painting Supplies	1,500.00	191.78	216.00	1,284.00	86%
20216700	Plumbing Maint. Service	1,000.00		-	1,000.00	100%
20216800	Plumbing Maint. Supplies	4,000.00	431.32	4,265.57	(265.57)	-7%
20218100	Irrigation Service	2,000.00	691.40	691.40	1,308.60	65%
20218200	Irrigation Supplies	12,000.00		35,778.29	(23,778.29)	-198%
20218500	Permit Charges	2,000.00		2,175.25	(175.25)	-9%
20219100	Electricity	83,000.00	12,013.65	36,741.69	46,258.31	56%
20219200	Natural Gas / LPG/ Fuel Oil	30,000.00	265.13	997.72	29,002.28	97%
20219300	Refuse Collection / Disposal Service	24,000.00	1,631.83	6,407.24	17,592.76	73%
20219500	Sewage Disposal Service	14,000.00	882.14	4,673.93	9,326.07	67%
20219800	Water	51,000.00	4,011.30	31,687.62	19,312.38	38%
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	838.48	6,264.23	(2,264.23)	-57%
20221200	Construction Equip. Maint. Supp.	500.00		15.93	484.07	97%
20222600	Expendable Tools	4,000.00	707.42	2,541.05	1,458.95	36%
20223600	Fuel & Lubricants	21,000.00	906.20	4,380.77	16,619.23	79%
20227500	Rent/Lease Equipment	3,000.00	67.80	508.59	2,491.41	83%
20228100	Shop Equip. Maint. Service	2,000.00		40.84	1,959.16	98%
20228200	Shop Equip. Maint. Supplies	7,000.00	942.10	2,232.92	4,767.08	68%
20229100	Other Equip. Maint. Service	2,500.00	50.59	50.59	2,449.41	98%
20229200	Other Equip. Maint. Supplies	2,000.00	708.28	1,062.66	937.34	47%
20232200	Custodial Supplies	20,000.00	3,109.35	7,300.21	12,699.79	63%
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		132.50	19,867.50	99%
20257100	Security Services	18,000.00	3,021.98	5,293.96	12,706.04	71%
20259100	Other Professional Services	25,000.00	5,669.00	7,746.87	17,253.13	69%
20289800	Other Operating Expense Sup.	3,500.00	1,213.23	2,114.77	1,385.23	40%
	SUB-TOTAL	543,000.00	50,927.61	215,931.96	327,068.04	60%
3000	OTHER CHARGES					
30321000	Interest Expense	0.00		-	0.00	0%
30322000	Bond/Loan Redemption	0.00		-	0.00	0%
30345000	Taxes/Licenses/Assess Trans	1,200.00	1,024.50	1,108.82	91.18	8%

Account Number	Expenditure Account	Budgeted 2017/2018	Current Expenditure	Expenditures to Date	Funds Available	% Left
	SUB-TOTAL	1,200.00	1,024.50	1,108.82	91.18	8%
4000	FIXED ASSETS					
42420200	Struc. & Improvements	115,000.00	366.34	2,466.34	112,533.66	0%
43430300	Equipment	70,000.00		17,856.19	52,143.81	0%
	SUB-TOTAL	185,000.00	366.34	20,322.53	164,677.47	0%
	GRAND TOTAL	729,200.00	52,318.45	237,363.31	491,836.69	67%

KENNETH GROVE EXPENDITURES
FOR THE MONTH ENDING
OCTOBER 31, 2017

CLAIM #	ACCOUNT #	VENDOR	DESCRIPTION	AMOUNT
1905804958	20219800	ORANGEVALE WATER CO	Water	39.19
1905798533	20223600	FLEETCOR TECHNOLOGIES	Fuel/ Lubricants	43.78

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

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		-	100.00	100%
20207602	Signs	50.00		-	50.00	100%
20210300	Agricultural/Horticultural Service	500.00		-	500.00	100%
20219800	Water	800.00	39.19	156.76	643.24	80%
20223600	Fuel & Lubricants	600.00	43.78	141.18	458.82	76%
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	82.97	297.94	5,132.06	95%
4000	FIXED ASSETS					
42420200	Struc. & Improvements	0.00		-	0.00	0%
	SUB-TOTAL	0.00	-	-	0.00	0%
	GRAND TOTAL	5,430.00	82.97	297.94	5,132.06	95%

KENNETH GROVE EXPENDITURES
FOR THE MONTH ENDING
NOVEMBER 30, 2017

CLAIM #	ACCOUNT #	VENDOR	DESCRIPTION	AMOUNT
1905823942	20219800	ORANGEVALE WATER CO	Water	39.19
1905819928	20223600	FLEETCOR TECHNOLOGIES	Fuel/Lubricants	37.76

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

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		-	100.00	100%
20207602	Signs	50.00		-	50.00	100%
20210300	Agricultural/Horticultural Service	500.00		-	500.00	100%
20219800	Water	800.00	39.19	195.95	604.05	76%
20223600	Fuel & Lubricants	600.00	37.76	178.94	421.06	70%
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	76.95	374.89	5,055.11	93%
4000	FIXED ASSETS					
42420200	Struc. & Improvements	0.00		-	0.00	0%
	SUB-TOTAL	0.00	-	-	0.00	0%
	GRAND TOTAL	5,430.00	76.95	374.89	5,055.11	93%

STAFF REPORT



DATE: 12-14-17

TO: Board of Directors

FROM: Greg Foell, District Administrator

SUBJECT: MONTHLY ACTIVITY REPORT – NOVEMBER 2017

ADMINISTRATION

- Administrator Foell and City of Citrus Heights staff met with the Escallonia residents regarding the Electric Greenway Grant project.
- Administrator Foell attended the community meeting hosted by Supervisor Frost and Assemblyman Kiley at the Grange Hall on November 13th.

RECREATION

- Supervisor Bain and Coordinator McAdam attended the Sierra College Recreation Management Department Advisory Committee Meeting.
- Supervisor Woodford and Specialist King had a booth at the Green Oaks Fall Festival

November Activities	Enrollment	Attendance	Gross Revenue
Classes			
Aikido Teen/Adult	6		\$ 793.00
Aikido Youth	5		\$ 287.00
Ballet - Baby	10		\$ 306.00
Ballet - Pre Ballet	7		\$ 219.00
Cold Process Soap Making	3		\$ 180.00
Child and Babysitting Safety	1		\$ 55.00
Gymnastics - Kinder Gym	4		\$ 356.00
Gymnastics - Parent	3		\$ 252.00
Participation			
Gymnastics - Tot	3		\$ 252.00
Jazzercise		292	
Jujitsu	3		\$ 159.00
Karate - Preschool	5		\$ 606.00
Karate - SA Shotokan	8		\$ 1,179.00
Kids Ninja	2		\$ 203.00
Mini Ninja	1		\$ 53.00
Self Care Yoga	10		\$ 499.00
Simply Crafty Women		7	
Tai-Chi Chuan	1		\$ 43.00
TwirlSport Cheer	3		\$ 93.00
TwirlSport Tumbling	6		\$ 192.00
Ukulele	48		\$ 48.00
Classes Sub Total	129	299	\$ 5,775.00
Events			
Holiday Craft Fair	31		\$ 3,161.00

Holiday Reel - Free Birds	18		\$ 90.00
Events Sub Total	49	0	\$ 3,251.00
Preschool			
Kinder Kidz	17		\$ 4,555.00
Orange Blossoms	19		\$ 4,325.00
Events Sub Total	36	0	\$ 8,880.00
SENIORS			
Bridge	73		\$ 73.00
M.O.V.E. mid-day movie		5	
Senior Lunches		108	
Seniors Sub Total	73	113	\$ 73.00
Trips			
Heart of the South	1		\$ 336.90
Off to Red Hawk		16	
San Francisco Shopping Trip	13		\$ 702.00
Travel With OVparks & Jay		6	
Trips Sub Total	14	22	\$ 1,038.90
GRAND TOTAL	301	434	\$ 19,017.90

November Gross Revenue Recap – November OTC (over-the-counter) revenue for combined recreation and facility rentals ended at \$21,647, \$353 under the projected amount. November recreation revenue came in at \$13,671, \$1,329 under the projected amount and facility revenue in came in at \$7,976, \$976 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 November.*

PROGRAM HIGHLIGHTS

- The Craft Fair had 31 vendors and about 650 customers
- We have a new designer for the winter/spring activity guide
- Baby Ballet has gained enrollment

UPCOMING EVENTS

- January 1 – Polar Bear Plunge

SECURITY

Fulton-El Camino Park District Police Department
Monthly Status Report for: Orangevale Recreation and Park District
Reporting Period: 11/01/2017 to 11/30/2017

NOTICE TO APPEAR BY PARK

Park Name: Almond Park

Infractions: 1

11/24/2017 10:22:00 PM

--> Violation 1: 9.36.067 - PARK HOURS

Severity: Infraction

PARKING CITATIONS BY PARK

Park Name: Almond Park

11/6/2017 4:51:00 PM

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

PARKS

- General: Routine maintenance at all sites including mowing, trash detail, edging, blowing, etc.
- Weekly sanitation routine at dog park at Pecan Park.
- Daily sanitation routine for all restrooms located at Pecan Park, Disc Golf, Horse Arena, and Oak & Filbert.
- Monthly playground inspections conducted 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).
- Registered with Sierra College for internships for upcoming semesters.
- Covered valve boxes causing tripping hazard at Pecan Park.
- Replaced broken barrier on playground at Orangevale Community Center Park.
- Covered valve boxes causing tripping hazard in Disc Golf parking lot.
- Blew leaves out of gutters and off walkways prior to the rain events to reduce slipping hazards, and drainage issues at all sites.
- Replaced flush diaphragm at Disc Golf women's restroom.
- Removed discarded lumber from behind disc golf store.
- Planted bald cypress trees donated by Nelson Kirk at Oak & Filbert.
- Painted irrigation control box, and utility boxes to eliminate graffiti and for better appearance at horse arena.
- Planned, coordinated, and executed route based project list meetings; in order to clearly communicate direction as well as priority for each route.
- Cleared north women's restroom floor drain at Orangevale Community Center.
- Replaced alternator on ZD331 mower.
- Trained Lucas L. on basic mower maintenance.
- Planned tree planting at Almond Park. Some of the trees are to be planted by the Almondale Academy volunteers. Trees donated by Nelson Kirk. Planting executed on 11/9/2017.
- Mitigated tree hazards in Shady Oaks Disc Golf Course, on holes; 4, 6, & 7. All chipped materials deposited next to the fairway on hole 2, for Shady Oaks Disc Golf Club to spread around the trunks of the freshly planted trees.
- Identified and repaired leak next to snack bar at Youth Center Park. Pipe determined to be in poor condition. Replacement planned for next month.
- Repaired amplifier equipment for events requiring sound system.
- Decorated tree for Tree Lighting Ceremony.
- Identified and solved electrical issue with Kubota ZD1211 mower.
- Created potential planting list for planting plans at all sites.
- Installed hanging racks for hand tools in Maintenance Shop.
- Changed eight ballasts in Meeting Room at Orangevale Community Center.
- Pruned Bradford Pear tree behind Community Center building.
- Decorated light poles with recreation staff in preparation for Tree Lighting Event.
- Prepared overflow parking lot at Orangevale Community Center for Tree Lighting Event.
- Repaired Kubota ZD332 mower front axle.
- Measured, researched, ordered, and replaced freeze prevention bag for backflow preventer at Orangevale Community Center.
- Pruned shrubs at Orangevale Community Center parking lots and around building.

- Cut out, and mowed down trail for Tree Lighting Event from overflow parking to Regency Baptist Church lot. Set up lights to illuminate the path, then take down lights after event.
- Maintained walkways clear of leaves at Orangevale Community Park, Norma Hamlin Park, Almond Park, Pecan Park, Youth Center Park, Orangevale Community Center Park, Sundance Park, Thunderhead Circle, and Kenneth Grove.
- Installed new thermostat in Activity Building, for easier control of temperature.

STAFF REPORT



DATE: 12-14-17

TO: Board of Directors

FROM: Greg Foell, District Administrator

SUBJECT: APPROVAL OF THE AGREEMENT WITH THE WOMEN VETERANS ALLIANCE TO HOLD THE WOMEN VETERANS RED, WHITE AND BLUE FUN RUN EVENT IN ORANGEVALE COMMUNITY PARK ON MAY 19, 2018

RECOMMENDATION

Approve the agreement with the Women Veterans Alliance to hold the Women Veteran's Red, White and Blue Fun Run Event in Orangevale Community Park on May 19, 2018.

BACKGROUND

Lisa Montes from AEMG, Inc. submitted a special event application on behalf of the Women Veterans Alliance to have the Women Veterans Red, White and Blue Fun Run at Orangevale Community Park. This is a one-day event that culminates at the park where there will be vendors, exhibitors, and entertainment. The event will be charged \$450 based on our special event fee schedule. Event proceeds are to support Women Veteran programs.

RECOMMENDED MOTION

I move we approve the Agreement with the Women Veterans Alliance to hold the Women Veterans Red, White and Blue Fun Run event in Orangevale Community Park on May 19, 2018.



Orangevale Recreation & Park District
6826 Hazel Avenue Orangevale, CA 95662
Phone (916) 988-4373 * Fax (916) 988-3496 * info@ovparks.com

Supplemental Special Use Application

This Special Use/Special Event Application shall be submitted in addition and as a supplement to the Standard Use of Facilities Application. Complete this application, attach any necessary supplemental information and submit to the District Office located in the Orangevale Community Center at 6826 Hazel Avenue, Orangevale CA 95662. Application must be submitted at least twelve (12) weeks in advance of the date requested. Submission of this application does not constitute approval of use, and no advertising of the event should occur until written approval is obtained.

DATE OF APPLICATION: October 23, 2017

CONTACT INFORMATION

Name of Applicant: Women Veterans Alliance

Address: 69 Lincoln Blv Ste A306 City/State/Zip: Lincoln CA 95648

Phone #: 916.253.7357 Email: Melissa@womenveteransalliance.org

Sponsoring Organization/Company:

Type of Organization: Non Profit Private Corporation Other

Name of Event Organizer: Lisa Montes

Organization Web Site: www.WomenVeteransAlliance.org Organization Email: Melissa@womenveteransalliance.org

EVENT DETAILS

Event Name: Women Veterans Red, White & Blue FUN RUN

Type of Event: Concert Festival Celebration Run/Walk Other

Event Location: Orangevale Community Park 7145 Filbert Ave, Orangevale

Purpose of Event: To raise money for Women Veteran programs

Overall Estimated Attendance: 300 Daily 300 Adults 250 Children 50

How does the community of Orangevale benefit from this event? Showcase our parks and encourages the public to exercercise and support local organization - Women Veterans

Is this a Public or Private event? Public Private Other

Has this event been produced before? Yes No If yes, previous attendance:

If yes, list previous name, date and location of event:

Description of Event - Provide a detailed description of your event (i.e. listing of activities, entertainment, and vendors that will be included in your event, listing of any special equipment and structures, etc. You may attach additional pages or materials as needed. The event will be a FUN RUN for all ages. Walk-Run-Ride. Raise money and awareness for Women Veterans. Finish line will be filled with Vendor, activities and entertainment.

Event will have food and beverage. Exhibitors and Sponsors.

Set-Up – List below the days/dates needed to set up the event.

Day 1: Day of Week Saturday Date May 19 2018 Start Time 6 am End Time 9 am
 Day 2: Day of Week _____ Date _____ Start Time _____ End Time _____

Event Dates – List below the days/dates of the event.

Day 1: Day of Week Saturday Date May 19 2018 Start Time 9 am End Time 4 pm
 Day 2: Day of Week _____ Date _____ Start Time _____ End Time _____
 Day 3: Day of Week _____ Date _____ Start Time _____ End Time _____
 Day 4: Day of Week _____ Date _____ Start Time _____ End Time _____

Tear-Down Dates – List below the days/dates needed to tear-down the event.

Day 1: Day of Week Saturday Date May 19 2018 Start Time 4 pm End Time 7 pm
 Day 2: Day of Week _____ Date _____ Start Time _____ End Time _____

EVENT SITE PLAN/MAP

Attach a detailed site plan/map of the event layout including locations of vendors, equipment, activities, parking, etc. The site plan should be submitted on 8 1/2" x 11" or 8 1/2" x 14" white paper. Please indicate a directional sign showing north. Include a key if you use symbols denoting event areas.

EVENT ACTIVITY PLAN

Check all activities that apply and items used in conjunction with those activities that will be at your event. Please mark the location of these activities and items on your Site Plan/Map.

Entertainment

- Amplified Music – Live Hours – Start 12 noon End 4 pm
- Amplified Music – Recorded Hours – Start _____ End _____
- Carnival Booths/Rides Hours – Start _____ End _____
- Other _____ Hours – Start _____ End _____

Sporting Activities

- Type 3K RUN Hours – Start 9 am End 12 noon
- Type _____ Hours – Start _____ End _____

Vendors

- Food & Non Alcoholic Beverages.....County of Sacramento Environmental Health permit
- Merchandise.....Must follow local & state laws
- Alcoholic Beverages.....Requires ABC & District permit and security

Equipment

Use of tents, temporary structures, staging, portable seating, fencing, portable generators subject to Sacramento Metro Fire District inspection & permit.

- Stage(s) Dance Floor(s) Portable Seating
- Fencing Tents & Canopies Portable Hand Wash Station
- Electrical Generators Portable Restrooms Other _____
- Animals on event grounds – Petting zoo, pony rides, horses, etc Explain: _____
- Vehicles on event grounds – car show, etc Explain: _____
- I request overnight camping. Explain: _____
- Public Address, Microphone, Loud Speaker(s)
- I request access to Orangevale Recreation & Park District water source
- I request Access to Orangevale Recreation & Park District electric source

INSURANCE

You will be required to provide appropriate insurance coverage as listed in the permit agreement. How do you plan to provide the required insurance for your event? Own insurance

ALCOHOL MANAGEMENT PLAN

If your event is serving OR selling alcohol, please describe your plan for managing alcohol at your event on a separate sheet and attach to this application. Include in your description your sales plan (cash, tickets), method of serving, who will serve the

alcohol (professionals, volunteers), number of service locations, how ID's will be checked, how you will monitor underage drinking, and if you have an alcohol sponsor(s).

For events with expected attendance of over 200 per day, the following plans need to be submitted on a separate sheet.

PARKING & TRAFFIC MANAGEMENT PLAN

Please describe your plan for parking and traffic control for your event. Your traffic plan may need review by the Sacramento County Sheriff's Department and/or the California Highway Patrol. Please indicate parking locations and traffic flow control on your site plan.

SANITATION, WASTE & UTILITY PLAN

You are responsible for properly disposing of all waste and garbage throughout the term of your event. Immediately upon conclusion of the event, the area must be returned to a clean condition. Please describe your plan for waste collection and removal. You are required to provide restroom accommodations for event attendees. Depending on the size and location of your event, you may need to rent portable restrooms. You may also be required to provide hand washing stations. Please describe your plan for providing these items.

STAFFING PLAN

Please describe your plan for staffing your event. Include in your description the number and type of staff at your event.

EMERGENCY AND SAFETY PLAN

Please describe your plan for handling emergencies at your event. Include in your description provision for security guards, on-site medical treatment (first aid station or ambulance), and evacuation plan in an emergency. Also include your plan for addressing accessibility to your event for persons with disabilities.

EVENT MARKETING PLAN

Please ensure that you have event approval before you begin to market, advertise or promote your event. Please describe your plan for marketing your event, once you have approval. Please include radio, television, and other media you will be utilizing and if you plan on placing signs or banners on District property.

NOTIFICATION PLAN

An event can change the normal flow of residential and business activity potentially causing a negative impact to the surrounding community. As the event organizer, you are responsible for providing notification of the Event and any possible disruption of traffic which could occur in the surrounding neighborhood to all necessary regulatory agencies, businesses and residences within four (4) blocks of the Event at least one (1) month prior to the Event. Such notification shall be by mail or personal delivery and provide District with written proof that such notifications have been made. Please describe your plan for handling notification.

Statement of Responsibility for Liability or Damage/Receipt of Rules & Regulations User agrees to be solely responsible for any and all claims, loss, damages, costs and expenses, including attorneys' fees, arising out of or resulting from any injury to persons or damage to property which arise out of its use of the District's facilities. User agrees to defend, indemnify and hold harmless the District, its officers, agents, employees and volunteers against any and all such claims, demands, causes of action, suits and expenses, arising out of or resulting from its use of the District's facilities. I, Melissa Washington (group representative), the undersigned, have received the rental policies and procedures; and have read and hereby agree to abide by all rules and regulations.

CUSTOMER SIGNATURE: Melissa Washington **DATE:** Oct 23, 2017

PERMIT AGREEMENT

This Agreement is made and entered into this 14th day of December, 2017 by and between Orangevale Recreation & Park District, a recreation and park district formed pursuant to California Public Resources Code Section 5780, et seq., a political subdivision of the State of California located in Sacramento County, hereinafter referred to as the "District", and the Women Veterans Alliance, hereinafter referred to as the "Permittee".

RECITALS

WHEREAS, the District is the owner of certain real property located in the County of Sacramento, State of California known as Orangevale Community Park, located at 7301 Filbert Avenue, Orangevale, California, hereinafter referred to as the "Property"; and

WHEREAS, Permittee desires to use the Property for a community special event for the public on May 19, 2018; and

WHEREAS, District finds it is in the public interest to enter into this Permit Agreement with Permittee for the use of the Property.

NOW, THEREFORE, it is mutually understood and agreed by and between the parties hereto as follows:

SCOPE OF PERMIT AND USE OF PROPERTY

1. District agrees to grant Permittee the non-exclusive right to use the Property for the Women Veterans Red, White and Blue Fun Run on May 19, 2018 (the "Event"). Permittee shall also have exclusive use of the areas of the Property outlined in the Application for Use of Facilities (the "Application"), a copy of which is to be completed and attached hereto as Exhibit A and incorporated herein by this reference. Permittee shall have the right to impose reasonable rules and regulations to be observed by the general public to ensure the safety of the participants at said Event. Permittee agrees to comply with all District rules, regulations and policies with respect to the use of the Property. Permittee is authorized to begin Event setup on Saturday, May 19, 2018 at 6:00 a.m. and is required to complete Event take-down and cleanup by Saturday, May 19, 2018 at 7:00 p.m. Permittee is required to coordinate all activities with the District. Permittee agrees that the security deposit will be forfeited if Permittee fails to complete all cleanup of the Property by Saturday, May 19, 2018 at 7:00 p.m.

Permittee shall cause the removal of any camper, truck, trailer and/or tents from the designated area and the Property no later than May 19, 2017 at 7:00 p.m. Under no circumstances shall Permittee and/or Permittee's exhibitors, concessionaires and/or officials have an open fire (wood fire, bonfire, campfire) on District property unless specifically authorized by the District in writing. In the event an open fire is made, Permittee shall cause the person and/or persons responsible to leave the Property immediately. Permittee shall assume responsibility for any and all injuries and/or damages which occurs and/or arises from the activities authorized under this Paragraph. District shall not assume any liability to Permittee, and/or any other person as a result of the activities authorized by this Paragraph. Permittee shall be responsible

for notifying any and all exhibitors, concessionaires, agents and/or officials that District shall have no liability for any and all injuries and/or damages which occur on the Property. Permittee understands and agrees that it assumes any and all liability for any personal injury and/or damages resulting from the use of the Property as provided for herein.

Permittee understands that members of the public frequently use Orangevale Community Park and that the Permit being granted is for non-exclusive use and must be shared with other members of the public. The District agrees, however, to not schedule any other events and/or activities on the Property for the dates of the Permit being granted herein.

Permittee agrees and understands that it accepts the Property in an as-is condition and is responsible for inspecting all areas within the Property and immediate surrounding areas for hazards and will take any necessary steps to protect Event participants and attendees until corrective/remedial measures are implemented.

Permittee's use of the Property is limited to those purposes and those activities specifically described in this Agreement. This Agreement is to be strictly construed according to its terms and no use of District Property for purposes or activities other than those specified herein is authorized hereby. Failure of Permittee to comply with this condition may result in revocation of this Agreement.

NATURE OF THE INTEREST GRANTED

2. It is specifically understood and agreed by the parties hereto that this Agreement does not convey any right, title or interest in the Property to the Permittee other than as specifically stated herein for the purpose of using the Property for the Event and other uses stated in the Application. No relationship between the parties is intended to be created by this Agreement other than as specifically stated herein.

FEES

3. In consideration for the use of the Property as provided for herein, Permittee shall pay to the District a security deposit of five hundred dollars (**\$500.00**) (the "Deposit") no later than March 16, 2018, which Deposit shall be used to reserve the dates and pay for any damages associated with the terms of this Permit should said damages not be repaired by Permittee. The parties agree that the District can deduct the expense of repairing and/or replacing any property damage, claims and/or any other unpaid sums owed by Permittee under this Agreement from the Deposit with the balance returned to the Permittee within thirty (30) days of the last day of any repairs. Permittee shall forfeit all or a portion of the Deposit if the event is cancelled in accordance with the schedule set forth in Paragraph 4 below. The District shall provide a detailed itemized list of all deductions from the Deposit to the Permittee.

As further consideration for the use of the Property, Permittee shall pay to the District a rental fee of four hundred fifty dollars (**\$450.00**) (the "Rental Fee") no later than March 16, 2018.

4. If the event is cancelled for any reason more than ninety (90) days prior to the scheduled date, the District agrees it will refund the entirety of the Deposit paid pursuant to Paragraph 3 above.

If the event is cancelled for any reason within ninety (90) days prior to the scheduled date, the District agrees to refund any monies paid by Permittee as follows:

- Within 89 to 60 days prior to the event, 50% of the Deposit
- Within 59 to 30 Days prior to the event, 25% of the Deposit and 100% of the Rental Fees
- Within 29 to 1 Days prior to the event, 0% of the Deposit and 100% of the Rental Fees

CHARGES BY PERMITTEE

5. Permittee shall have the right to charge admission to members of the public desiring to attend the Event in areas designated for Permittee's exclusive use under this Permit. Permittee shall not charge any member of the public utilizing those portions of the Property for which Permittee is given non-exclusive use.

OBLIGATIONS OF DISTRICT

6. Provided Permittee has paid all fees required under this Agreement, complied with all of the requirements and is not in breach thereof, District understands and agrees to do the following:

- a. District agrees to provide for the non-exclusive use of the Property, including the Oak & Filbert soccer field, restrooms, and parking facilities, and exclusive use of those facilities specifically identified in the Application.
- b. District shall furnish Permittee with electrical and water usage within the capacity of the District's facilities, for the Event on May 19, 2018 only.
- c. District shall ensure that at least one (1) staff member will be available within a twenty (20) minute response time to assist with park maintenance emergencies throughout the set-up and for the duration of the event.
- d. District shall adjust all irrigation settings for the Property authorized for use by Permittee to accommodate the event.
- e. District shall refer all participant inquiries for the Event to Permittee.

OBLIGATIONS OF PERMITTEE

7. Permittee understand and agrees to do the following:

a. Permittee shall attend a pre-event inspection walk-through which will take place on Thursday, May 10, 2018 with the District's representatives and the post-event inspection walk-through that will take place on Monday, May 21, 2018 if deemed necessary by District staff to determine pre and post event facility conditions and damage.

b. Permittee agrees and understands that it shall reimburse the District for the repair of any area of the Property or its surrounding areas which is damaged or diminished in value by or related to operations or activities under this Permit, and shall pay for the District to restore the area, to the condition existing immediately prior to the commencement of the Permittee's operations under this Permit, excepting normal wear and tear of turf areas. District shall provide an itemized list of any such damages or repairs resulting from the event, within five (5) days from the Event's final walk-through on Monday, May 21, 2018. Permittee will have the opportunity to make the necessary repairs outlined by the District in a time frame approved by the District.

c. Permittee shall provide District with a proposed layout for the Event no later than March 16, 2018 for review by the District. Any feedback on the layout for the Event shall be given no later than March 23, 2018. Permittee agrees to make any modifications and/or revisions to the layout for the Event if indicated by the District that such modification and/or revision is necessary for the safety of the public and/or District property. Any modifications to the layout after approval shall be submitted in writing and approved by District. Permittee shall remain responsible for the layout and ensure the safety of participants and/or attendees of the Event, the general public, District employees and property, and District shall not assume any such liability as a result of approving any layout. Permittee shall also provide District with an emergency notification list.

d. Permittee agrees and understands that it has the sole responsibility at all times to be knowledgeable about, fully understand, and to meet or exceed, at its own cost and expense, all local, state and federal codes, laws, policies, and regulations associated with the Event including but not limited to the provisions of the California Department of Alcoholic Beverage Control, Sacramento Metropolitan Fire District, Sacramento County Environmental Management Department, Sacramento County Sheriff's Department, and Sacramento County Health Officer. Permittee shall file copies of all permits (and records of subsequent inspections) with the District at least one (1) week prior to the Event (or within one (1) hour of on-site inspections during the Event).

e. Permittee agrees and understands that it shall bear any and all costs, fees, charges or expense of any and all permits, applications, operations and/or activities under or related to this Permit and the Event, and District shall not be liable and/or responsible for any cost, fee, charge or expense associated therewith.

f. Permittee shall be responsible for providing adequate security for property, vehicles, participants, workers, and equipment, which are participating in the Event during the period of this Permit. Permittee's security arrangements and operations shall be coordinated and approved by District (plan must be submitted to District's representative one month prior to the Event). Permittee understands and agrees that District's approval of any

security plan for the Event does not relieve Permittee from any and all liability therefore, and further does not transfer any liability resulting from the Event to District.

g.. Permittee shall be responsible for furnishing sufficient personnel and equipment for traffic and crowd control and comply with any and all laws, rules and regulations that are applicable thereto.

h.. Permittee shall provide, at its own expense, portable restrooms, medical, first aid facilities and personnel, and potable water, as are deemed necessary by the County of Sacramento Environmental Health Department, the Sacramento Metro Fire District, and the District to accommodate the expected number of people. Permittee shall comply with all laws, rules and regulations governing the number and types of facilities, and any and all other rules and regulations required to address the above needs. Permittee shall file Material Data Safety Sheets (MSDS) for all cleaning agents requiring specifications with the District at least one (1) month prior to the event. The plan to accommodate this section shall be submitted to the District for approval no later than Friday, March 16, 2018. Permittee agrees to provide the necessary number of portable restrooms as specified by the County of Sacramento Environmental Management Department. Permittee shall provide for stocking and cleaning of each portable restroom on an hourly basis during the event, and pumping of portable restrooms that meets the County of Sacramento Environmental Management Department requirements and any other laws, rules and/or regulations.

i. Permittee shall ensure that all designated fire access and gates remain clear and accessible throughout the Event and use of the Property by Permittee.

j. Permittee shall be responsible for providing notification of the Event and any possible disruption of traffic which could occur in the surrounding neighborhood to all necessary regulatory agencies, businesses and residences within four (4) blocks of the Event at least one (1) month prior to the Event. Such notification shall be by mail or personal delivery. Permittee shall provide District with written proof that such notifications have been made.

k. Permittee understands and agrees that all costs, fees, charges and expenses related to or incurred as a result of the use of the Property by the Permittee, its exhibitors, concessionaires, invitees and/or officials; and, any and all costs, fees, charges and expenses related to or incurred for emergency services as a result of the Event which are provided by District, the County of Sacramento or other public safety agencies; and, all costs, fees, charges and expenses related to or incurred as a result of the exercise of District's right and commitment to construct, maintain and remove temporary facilities shall be borne solely by the Permittee.

l. Permittee shall pay, and hold District and its property free and harmless from, any and all of the following: (a) charges and fees for the furnishing of utilities (existing electricity excepted) to the Event during the term of this Agreement; (b) all sales and use taxes levied on transactions at the Event; (c) all taxes, assessments and other charges, if any, levied or imposed by any governmental entity on any personal property placed by Permittee in, on or about the Property; and (d) all real property taxes, assessments and standby charges, if any, levied or assessed against the Property by a governmental entity as a result of Permittee's use and

occupation of the Property and/or any taxable possessory interest created by this Agreement. All such fees, charges, taxes and assessments shall be paid as they become due and payable, but in any event before they become delinquent.

m. Permittee, at its sole cost and expense, shall maintain the Property in good, safe, clean, attractive and sanitary condition and repair, and shall repair all damage resulting from use of the Property (excepting normal wear and tear of turf areas) by Permittee or Permittee's employees, agents, contractors, concessionaires, guests or invitees.

n. Permittee acknowledges receipt of a copy of the District's Park Ordinance which specifies the rules and regulations governing use of District Property and facilities. Permittee agrees to comply with the District's Ordinance concerning the activities permitted to be undertaken on District Property and the use thereof as specified in the District's Park Use Ordinance.

o. Permittee agrees that it shall not use the Property in any manner that will constitute a waste, nuisance or unreasonable annoyance, provided that it is mutually understood and agreed that the use for the Event as described in this Agreement and for other uses consistent with such activity will in no event be deemed by the District to violate this prohibition against nuisance and/or unreasonable annoyance.

INDEMNIFICATION

8. This Agreement is made upon the express condition that the District is to be free from any and all liability and claims for damage by reason of any injury to any person or persons, including Permittee, its agents, employees, concessionaires, exhibitors, invitees and/or officials, or by reason of any injury to property of any kind whatsoever, and to whomever belonging, including Permittee, its agents, concessionaires, exhibitors, officials, invitees and employees, from any cause or causes whatsoever, in, upon or in anyway connected with the Property or any use hereunder.

Permittee shall and hereby agrees to defend and indemnify District and save District, its board of directors, officers, employees and agents harmless from and against all claims, liability, losses, damages, expenses, causes of action, suits or judgments, together with any and all costs or expenses connected with the investigation or defense thereof, including legal fees, by reason of or resulting from: (a) the use, operation, condition, or management of the Property, the Event and/or any temporary structures constructed on the Property; (b) the performance of, or failure to perform any obligations of this Agreement by Permittee, or any concessionaire, exhibitor, official, agent or employee of Permittee; (c) any alleged negligent act or omission of Permittee, or Permittee's employees, concessionaires, exhibitors, officials, invitees, agents, or contractors in connection with any acts performed or required to be performed by Permittee pursuant to this Agreement; and (d) the construction or installation of any temporary structures on the Property. This indemnification shall not apply to the extent that any claim is adjudicated as arising from the sole negligence or willful misconduct of District, its officers, directors, agents or employees.

It is understood and agreed that the indemnification obligations created by this

Agreement shall survive the termination of the Agreement.

INSURANCE

9. Permittee shall carry and maintain during the life of this Agreement such public liability, property damage, and contractual liability insurance, as well as fire and Worker's Compensation insurance as specified below:

a. Public liability, property damage and contractual liability insurance. Permittee agrees that it shall, at all times during the term of this Agreement, furnish public liability and property damage insurance which includes, but is not limited to, personal injury, property damage, losses relating to independent contractors, products and equipment, explosion, collapse and underground hazards in the minimum amount of not less than \$1,000,000.00 for personal injuries as a result of any one occurrence on account of liability and a limit of not less than \$500,000.00 for property damage.

The public liability and property damage insurance furnished by Permittee shall also name the District as an additional insured and shall directly protect, as well as provide for the defense of the District, its officers, agents and employees, as well as Permittee, and Permittee's subcontractors, suppliers, agents, invitees, concessionaires, exhibitors, officials and employees, from all suits, actions, damages, losses or claims of every type or description to which they may be subjected by reason of, or resulting from Permittee's operations on the Property pursuant to this Agreement and all insurance policies shall so state. Said insurance shall also specifically cover the contractual liability of Permittee. Said insurance shall also specify that it acts as primary insurance. Said insurance shall also insure performance by Permittee of the indemnity provisions of this Agreement.

Permittee further agrees that it will, at all times during the term of this Agreement, at its own cost and expense, obtain and keep in full force and effect naming both Permittee and District as insureds thereunder, fire, windstorm and extended coverage insurance in an amount equal to the actual replacement cost of all of Permittee's personal property and equipment utilized by Permittee in utilizing the Property pursuant to this Agreement.

b. Worker's Compensation Insurance, Permittee shall carry full worker's compensation insurance coverage for all persons employed, either directly or through contractors, in utilizing the Property as contemplated by this Agreement, in accordance with the Worker's Compensation Act contained in the Labor Code of the State of California.

By execution of this Agreement, Permittee certifies as follows:

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of that Code. I will comply with such provisions before commencing the performance of the work of this contract.

As part of the execution of this Agreement, Permittee agrees to furnish to the District a certified copy of the insurance policies that it has taken out for public liability, property damage and worker's compensation insurance set forth above for the period covered by this Agreement, or a certificate of such insurance. All insurance is to be placed with insurers with a current A.M. Best rating A:VII or better unless otherwise accepted in writing by District. Said certified polices of insurance or said certificates of insurance shall be furnished to the District prior to commencing the services contemplated by this Agreement. Each such certified policy or certificate of insurance shall bear an endorsement precluding the cancellation or reduction in coverage of any such policy before the expiration of thirty (30) days after the District shall have received written notification of such a cancellation or reduction.

Should Permittee fail to obtain and keep in force the insurance coverage hereinabove required, the District shall have the right to cancel and terminate this Agreement forthwith and without regard to any other provisions of this Agreement.

ASSIGNMENT OF AGREEMENT

10. Permittee shall have no right, authority or power to assign, sell or transfer this Agreement, or any right or privilege arising under this Agreement. Permittee agrees that it shall have no right, authority or power to allow or permit any other person or party to have any interest in or use any portion of the District's facilities and/or the Property. However, Permittee may allow concessionaires to enter upon the Property for the performance of functions and services within the scope of the uses allowed to Permittee under the provisions of this Permit. To avoid uncontrolled vending of merchandise during the period of this Permit, only those tenants having an agreement with the District, and concessionaires, exhibitors and salespersons having written agreements with Permittee, shall be allowed to sell to the public on the Property.

DEFAULT

11. The occurrence of any of the following events, may, at District's election, constitute a default by Permittee under the terms of this Agreement:

a. Failure to abide by any and all laws, rules and regulations of the District, County of Sacramento, Sacramento Metropolitan Fire District, and/or any other regulatory agencies regarding the use and operation of the Property and other District facilities,

b. The issuance of an injunction by any court of competent jurisdiction restraining the use of the site for any of the purposes for which Permittee or the District is authorized;

c. The filing by Permittee of a voluntary petition in bankruptcy or institution of proceedings in bankruptcy against Permittee and/or the adjudication of Permittee as being bankrupt pursuant to such bankruptcy proceedings;

d. The appointment of a receiver of Permittee's assets, which results in a liquidation of Permittee's business;

e. The general assignment of this Permit by Permittee for the benefit of creditors;

f. Failure to perform any provision of this Agreement, including the failure to maintain the insurance required by the terms of this Agreement.

In the event of any such default, the District shall have the following rights and remedies, in addition to any rights and remedies now or hereafter provided by law. All such remedies are cumulative and may be exercised concurrently or separately.

Upon default by Permittee, the District can terminate the right of Permittee to possession of its facilities at any time. Upon termination, Permittee shall immediately surrender and vacate District facilities occupied by it. The District may immediately reenter and take possession of the Property. Termination of the Agreement under this paragraph shall not relieve Permittee from its obligations to indemnify the District as set forth above.

HAZARDOUS SUBSTANCES

12. Permittee shall not place and/or utilize any hazardous substances on the Property unless authorized to do so by the District. Pursuant to Health and Safety Code section 25359.7, Permittee shall notify District in writing within a reasonable time of any material release of hazardous substances and of any hazardous substances that have come to be located on or beneath the site.

13. Prior to the expiration of this Permit, Permittee shall at its sole expense remove all items of personal property, including but not limited to all flammable and hazardous materials and wastes as defined by state or federal law at the time of expiration of the Permit.

14. Permittee shall make available for inspection to the District all records relating to the maintenance, release, mitigation, and cleanup of any hazardous substances on the leased premises.

15. Permittee shall comply with all federal, state and local laws and regulations relating to hazardous materials and wastes, and shall timely comply with the orders of any governmental agencies relating thereto.

16. District, and its authorized employees, officers and agents, and local law enforcement personnel shall have the right to enter the property at any time to inspect the premises.

CANCELLATION BY PERMITTEE

17. Permittee may cancel this Permit and terminate all of its obligations at any time subsequent to the commencement of the term upon the breach of District of, or its failure to perform, any of the covenants or agreements contained in this Permit and the failure of District to remedy any breach for a period of five (5) days after receipt of written notice from Permittee of the existence of such breach. District shall not be considered to be in breach of this Agreement

during any period of major construction activity on the Property site taking more than fifteen (15) days to complete, if District can institute temporary measures to lessen the effect of such construction on the Permittee.

NOTICE

18. **Service of Notice.**

Any notice to or demand upon Permittee or District required or permitted to be made under the provisions of this Agreement or any provisions of law, shall be given or made by registered mail, postage prepaid and addressed as follows until changed:

Orangevale Recreation & Park District
6826 Hazel Avenue
Orangevale, CA 95662

Women Veterans Alliance
69 Lincoln Blv, SteA306
Lincoln, CA 95648
(916) 253-7357
melissa@womenveteransalliance.org

NEGATION OF PARTNERSHIP

19. Permittee shall not become or be deemed a partner or joint venture with District by reason of the provisions of this Agreement.

WAIVER

20. The failure or omission by District to terminate this Agreement for any violation of its terms, conditions or agreement shall in no way bar, stop or prevent District from terminating this Agreement therefore, either for such, or for any subsequent violation of any such term, condition or covenant. The acceptance of any fees hereunder shall not be or be construed to be a waiver of any breach of any term, covenant or condition of this Agreement.

MISCELLANEOUS PROVISIONS

21. In the event of any litigation between the parties hereto arising out of this Agreement or in connection with the Property used by Permittee pursuant to the terms of this Agreement, the prevailing party shall be entitled to recover a reasonable sum and as for attorney fees, which shall be added to and become a part of any judgment therein.

22. This instrument contains all of the agreements and covenants made between the parties to this Agreement and may not be modified orally or in any other manner than by agreement in writing signed by all the parties to this Agreement or their respective successors or assigns. Any such amendment or modification shall be attached to this Agreement.

23. This Agreement shall be governed by the laws of the State of California. This Agreement constitutes the entire agreement between the parties regarding its subject matter. If any provision in this Agreement is held by any court to be invalid, void, or unenforceable, the remaining provisions shall nevertheless continue in full force and effect.

24. This Agreement shall inure to the benefit of and bind any and all successors and assigns of the parties.

25. Both parties represent, covenant and warrant that they have full authority to enter into and execute this Agreement

IN WITNESS WHEREOF, Orangevale Recreation & Park District has caused this Agreement to be executed on its behalf by the chairperson and clerk of its board of directors, and the Permittee has caused this Agreement to be executed on its behalf by its president the day and year first above written.

**ORANGEVALE RECREATION AND
PARK DISTRICT**

WOMEN VETERANS ALLIANCE

By _____
Chairperson

By _____
Melissa Washington, President

By _____
Clerk