

# ORANGEVALE RECREATION & PARK DISTRICT

## Minutes of Meeting of Board of Directors March 14, 2019

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on Thursday, March 14, 2019 at the District Office. Director Stickney called the meeting to order at 6:42 p.m.

Directors present: Meraz, Swenson, Stickney, Brunberg, and Montes

Staff present: Greg Foell, District Administrator  
Horatio Oropeza, Park Superintendent  
Jason Bain, Recreation Supervisor  
Melyssa Woodford, Recreation Coordinator  
Jennifer Von Aesch, Finance/HR Manager

3. **PLEDGE OF ALLEGIANCE** The Pledge of Allegiance was conducted.
4. **APPROVAL OF AGENDA** On a motion by Director Montes, seconded by Director Swenson, the agenda was approved by a vote of 5-0-0 with Directors Swenson, Brunberg, Meraz, Stickney, and Montes voting Aye. There were no Abstentions or Nays.  
**MOTION #1**
5. **PUBLIC DISCUSSION** There was no public discussion.
6. **MINUTES**
  - a) **Approval of Minutes of January 31, 2019 Special Meeting (pg 1-5):** On a motion by Director Swenson, seconded by Director Montes, the minutes were approved by a vote of 4-0-1 with Directors Swenson, Meraz, Stickney, and Montes voting Aye. Director Brunberg abstained. There were no Nays.
  - b) **Approval of Minutes of February 14, 2019 Meeting (pg 6-11):** On a motion by Director Montes, seconded by Director Stickney, the minutes were approved by a vote of 5-0-0 with Directors Swenson, Brunberg, Meraz, Stickney, and Montes voting Aye. There were no Abstentions or Nays.  
**MOTION #4**
7. **CORRESPONDENCE**
  - a) **Confidential Envelope – Attorney Billing January 2018:** On a motion by Director Brunberg, seconded by Director Montes, the attorney billing was approved by a vote of 5-0-0 with Directors Swenson, Brunberg, Meraz, Stickney, and Montes voting Aye. There were no Abstentions or Nays.  
**MOTION #5**

- b) County of Sacramento Letter Requesting Nominations for the Sacramento County Treasury Oversight Committee (pg 12-14): Admin. Foell advised any Board members to apply if they were interested.

**8. CONSENT CALENDAR**

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

**MOTION #6**

**8.1. CONSENT MATTERS GENERAL FUND**

- a) Ratification of Claims for February 2019 (pg 15-16)
- b) Budget Status Report for February 2019 (pg 17-19)
- c) Revenue Report for February 2019 (pg 20)

**8.2. OLLAD CONSENT MATTERS**

- a) Ratification of Claims for February 2019 (pg 21-22)
- b) Budget Status Report for February 2019 (pg 23-24)

**8.3. KENNETH GROVE CONSENT MATTERS**

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

**9. NON-CONSENT MATTERS GENERAL FUND**

- a) Ratification of Claims for February 2019 (pg 25): On a motion by Director Brunberg, seconded by Director Montes, the non-consent calendar was approved by a vote of 4-0-1 with Directors Swenson, Brunberg, Meraz, and Stickney voting Aye. Director Montes abstained. There were no Nays.

**MOTION #7**

**10. STANDING COMMITTEE REPORTS**

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

**11. ADMINISTRATOR'S REPORT**

- a) Monthly Activity Report – February 2019 (pg 28-31): Admin. Foell stated the District has been busy this month, getting ready for the event at the disc golf course. Several Big Day of Service meetings have been held to discuss the over 30 projects that will be completed. Supervisor Bain said the swim team registration was doing well, especially with the younger age groups. Coordinator Woodford said the Best Friends Bash senior event

went well with 37 participants. Superintendent Oropeza was going to be starting regular maintenance of the fields. A new drinking fountain was recently installed that includes a dog bowl and water bottle filler. The clamps for the sand filters at the pool were recently replaced. Repairs need to be made to cracks on the bottom of the pool. Ms. Von Aesch was getting ready to complete the hire of all summer staff.

- b) Report on Electric Greenway Trail – Next Public Meeting Scheduled for April 9, 2019 (verbal): Admin. Foell did not have any updates for the trail.
- c) Finance Committee Meeting Scheduled for Friday, March 29, 2019 at 8:00 a.m. (verbal): Admin. Foell reminded the Board of this meeting.

**12. UNFINISHED BUSINESS**

None discussed.

**13. NEW BUSINESS**

**MOTION #2**

- a) Approval of the Agreement for Acquisition of Real Property, Easement for Public Roadway and Public Utilities, and Easement for Temporary Construction for 24 Months with the County of Sacramento at Youth Center Park for the Construction of a Bus Stop and Hazel Avenue Sidewalk Improvements (pg 32-51): This project consists of a walkway from Central to Elm. A representative from Sacramento County, Tim Stevens, assisted the Board with any questions they may have. There is currently an RT bus stop on the east side of Hazel and one is being proposed on the west side of Hazel. The pedestrian crosswalk will not affect the two driveways for exiting cars. The question regarding a light on the hill was discussed as well. On a motion by Director Montes, seconded by Director Swenson, the agreement was approved by a vote of 5-0-0 with Directors Swenson, Brunberg, Meraz, Stickney, and Montes voting Aye. There were no Abstentions or Nays.

**MOTION #8**

- b) Approve Resolution 19-03-613, Resolution Allocating Park Development Fees and In-Lieu Fees to District Capital Projects (pg 52-53): This resolution will supersede three previous resolutions. On a motion by Director Montes, seconded by Director Brunberg, the resolution was approved by a vote of 5-0-0 with Directors Swenson, Brunberg, Meraz, Stickney, and Montes voting Aye. There were no Abstentions or Nays.

**MOTION #9**

- c) Approve Resolution 19-03-614, Resolution Directing Preparation of the Engineer’s Report for the Orangevale Landscaping and Lighting Assessment District (OLLAD) of the Orangevale Recreation and Park District (pg 54): On a motion by Director Montes, seconded by Director Brunberg, the resolution was approved by a vote of 5-0-0 with Directors Swenson, Brunberg, Meraz, Stickney, and Montes voting Aye. There were no

Abstentions or Nays.

**MOTION #10**

- d) Approval of Resolution 19-03-615, Resolution Directing Preparation of the Engineer's Report for the Kenneth Grove Landscaping and Lighting Assessment District of the Orangevale Recreation and Park District (pg 55): On a motion by Director Brunberg, seconded by Director Montes, the resolution was approved by a vote of 5-0-0 with Directors Swenson, Brunberg, Meraz, Stickney, and Montes voting Aye. There were no Abstentions or Nays.

**MOTION #11**

- e) Approval of a Consultant to Provide Financing and Community Survey Services (pg 56-76): Financing options for the District have been discussed in three previous meetings. Two consulting companies have submitted proposals to conduct surveys. The pros and cons of each bid was discussed. The Board questioned as to if SCI and Isom would accept the other's survey results. A motion was made by Director Swenson to select Isom and Associates to provide consulting survey services in an amount not to exceed \$12,500 and authorize the District Administrator to execute the agreement; if each of the consultants will accept the survey information so that the District can choose either a GO bond or special tax, if the information suggests. The motion was seconded by Director Brunberg and the motion was approved by a vote of 4-0-1 with Directors Swenson, Brunberg, Meraz, and Montes voting Aye. Director Stickney abstained. There were no Nays.

**MOTION #12**

- f) Approval of the Agreement with the Chamber of Commerce to hold the Orangevale Town Fair (Formerly Pow Wow Days) Event in Orangevale Community Park from May 31-June 2, 2019 (pg 77-88): On a motion by Director Meraz, seconded by Director Brunberg, the agreement was approved by a vote of 3-0-2 with Directors Brunberg, Meraz, and Stickney voting Aye. Directors Montes and Swenson abstained. There were no Nays.

**MOTION #13**

- g) 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 18, 2019 (pg 89-100): This will be a 5k run going around Orangevale. On a motion by Director Meraz, seconded by Director Brunberg, the agreement was approved by a vote of 3-0-2 with Directors Brunberg, Meraz, and Stickney voting Aye. Directors Montes and Swenson abstained. There were no Nays.

**MOTION #14**

- h) Approval of Projects and Budget Allocation for the Big Day of Service on May 11, 2019 (pg 101-102): This volunteer event helps bring the community together. It will start at the Divine Savior Church with a pancake breakfast and end at the Grange. Admin. Foell discussed the projects going on in the District. On a motion by Director Montes, seconded by Director Swenson, the projects and budget amount were approved by a vote of 5-0-0

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

**MOTION #15**

- i) Approval of Quote from Abbey Carpet & Floor to Provide Flooring in the Orangevale Youth Center (pg 103-107): The flooring needs to be repaired and resurfaced. The project includes grinding down any differences in the surface to eliminate any tripping hazards. On a motion by Director Brunberg, seconded by Director Swenson, the quote was approved by a vote of 5-0-0 with Directors Swenson, Brunberg, Meraz, Stickney, and Montes voting Aye. There were no Abstentions or Nays.

**14. DIRECTOR AND STAFF COMMENTS**

Coordinator Woodford was working on the Summer Activity Guide. She also discussed the children's tennis program.

Supervisor Bain said the District was awarded a \$30,000 grant for a fitness court to be installed at Almond or the Community Park.

Superintendent Oropeza was appreciating the spring weather and wanted to get the fields ready.

Ms. Von Aesch reminded the Board that the Form 700 was still due.

Director Montes was excited about the upcoming events.

Director Swenson will be out of town for the May 2019 meeting and the Big Day of Service.

**15. ITEMS FOR NEXT AGENDA**

None to discuss.

**16. ADJOURNMENT**

**MOTION #15**

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 8:36 p.m. On a motion by Director Brunberg, seconded by Director Stickney, the adjournment was approved by a vote of 5-0-0 with Directors Swenson, Brunberg, Meraz, Stickney, and Montes voting Aye. There were no Abstentions or Nays.

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Mike Stickney, Chairperson