

**ORANGEVALE RECREATION & PARK DISTRICT
BOARD OF DIRECTORS MEETING
THURSDAY, NOVEMBER 8, 2018
CLOSED SESSION 5:30 PM
REGULAR MEETING 6:30 PM
LOCATION:
6826 Hazel Ave.
Orangevale, CA 95662**

CLOSED SESSION – 5:30 PM

1. **CALL TO ORDER**
2. **ROLL**
3. **CLOSED SESSION**
 - a. Closed Session pursuant to Government Code Section 54957: Evaluation of Employee Performance: Park Maintenance III
4. **RESUME PUBLIC SESSION & ANNOUNCE ACTIONS FROM CLOSED SESSION**

REGULAR MEETING – 6:30 PM

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.

5. **CALL TO ORDER**
6. **ROLL**
7. **PLEDGE OF ALLEGIANCE**
8. **APPROVAL OF AGENDA**
9. **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.
10. **MINUTES**
 - a. Approval of minutes of September 13, 2018 meeting (pg 1-6)
 - a. Approval of minutes of October 11, 2018 meeting (pg 7-12)
11. **CORRESPONDENCE**
 - a. Confidential envelope – Attorney billing September 2018
 - b. California Association for Park & Recreation Indemnity (CAPRI) Election Ballot for 2018 (pg 13-27)
12. **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.

12.1 CONSENT MATTERS GENERAL FUND

No report.

12.2 OLLAD CONSENT MATTERS

No report.

12.3 KENNETH GROVE CONSENT MATTERS

No report.

13. NON-CONSENT MATTERS GENERAL FUND

No report.

14. STANDING COMMITTEE REPORTS

- a. Administration & Finance
- b. Maintenance & Operation
- c. Recreation Committee
- d. Personnel & Policy
- e. Government
- f. Planning Committee
- g. Trails Committee
- h. Ad Hoc Disc Golf Committee – Recap of the October 10, 2018 meeting (pg 28-29)

15. ADMINISTRATOR'S REPORT

- a. Monthly Activity Report – October 2018 (pg 30-33)
- b. Update on the Land Swap with San Juan Unified School District (verbal)
- c. Update on Sacramento Metropolitan Fire District Surplus Land Sale (verbal)

16. UNFINISHED BUSINESS

17. NEW BUSINESS

- a. Public Hearing: Ordinance 18-11-003, Adopt Ordinance Regulating Encroachments Upon District Property to be included in the Ordinance Code of the Orangevale Recreation & Park District (pg 34-49)
- b. Public Hearing: Approval of the Orangevale Community Park Master Plan (pg 50-62)

18. DIRECTOR'S AND STAFF'S COMMENTS

19. ITEMS FOR NEXT AGENDA

- a. County of Sacramento Hazel Avenue Sidewalk Improvement Project
- b. Disc Golf Pay to Play
- c. District Finance Plan Options

20. 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 September 13, 2018

A Regular Meeting of the Board of Directors of the Orangevale Recreation and Park District was held on Thursday, September 13, 2018 at the District Office. Director Stickney called the Public meeting to order at 6:23 p.m.

Directors present: Meraz, Swenson, Brunberg, Stickney, Montes
Staff present: Greg Foell, District Administrator
Horacio Oropeza, Park Superintendent
Jason Bain, Recreation Supervisor
Jennifer Von Aesch, Finance/HR Manager
Melyssa Woodford, Administrative Services Coordinator

3. **CLOSED SESSION** Called to Order at
 - a) Closed Session Pursuant to Government Code Section 54956.9
Conference with Legal Counsel – Anticipated Litigation:
Significant exposure to litigation pursuant to paragraph (2) of
subdivision (b) of Government Code Section 54956.9: One
potential case
4. **RESUME PUBLIC
SESSION &
ANNOUNCE
ACTIONS FROM
CLOSED SESSION** No action was taken. Direction was given to staff and legal counsel.

Open session was resumed at 6:42 p.m. and the Regular Meeting began. Call To Order and Roll Call were completed.

7. **PLEDGE OF
ALLEGIANCE** The Pledge of Allegiance was conducted.
8. **APPROVAL OF
AGENDA** On a motion by Director Montes, seconded by Director Stickney, the agenda was approved by a vote of 5-0-0 with Directors Swenson, Brunberg, Meraz, Montes, and Stickney voting Aye. There were no Abstentions or Nays.
MOTION #1
9. **PUBLIC
DISCUSSION** There was no public discussion.

10. MINUTES

MOTION #2

- a) Approval of Minutes of August 16, 2018 Meeting (pg 1-6): On a motion by Director Swenson, seconded by Director Montes, the minutes were approved by a vote of 5-0-0 with Directors Swenson, Brunberg, Meraz, Montes, and Stickney voting Aye. There were no Abstentions or Nays.

11. CORRESPONDENCE

- a) Letter from Terry Benedict to the Board of Directors and Response from District Administrator (pg 7-9): Mr. Benedict wrote a Cease and Desist letter regarding the discussion on disc golf. He commented that speakers were allowed over the three-minute time limit. Admin. Foell responded by indicating disc golf was a part of the discussion for that meeting. Further, the Board chair can allow the public to speak longer than three minutes in relevant situations. The Board approved this response indicating that the public discussions were all very relevant to the Master Plan discussion.
- b) Letter from the California Association for Park & Recreation Indemnity (CAPRI) Regarding Results from the Cycle XVI District Visitation (pg 10-17): Every 18 months, a CAPRI representative visits the District to ensure related paperwork and the park facilities have followed appropriate safety protocols and make suggestions for improvements when warranted. The report summarized the District's practices and did not have any recommendations for improvements.

12. CONSENT CALENDAR

MOTION #3

No consent items were discussed. 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, Montes, and Stickney voting Aye. There were no Abstentions or Nays.

12.1 CONSENT MATTERS GENERAL FUND

- a) Ratification of Claims for August 2018 (pg 18-19)
b) Budget Status Report for August 2018 (pg 20-22)
c) Revenue Report for August 2018 (pg 23)

12.2. OLLAD CONSENT MATTERS

- a) Ratification of Claims for August 2018 (pg 24-25)
b) Budget Status Report for August 2018 (pg 26-27)

12.3. KENNETH GROVE CONSENT MATTERS

- a) Ratification of Claims for August 2018 (pg 28)
b) Budget Status Report for August 2018 (pg 29)

13. NON-CONSENT MATTERS GENERAL FUND

MOTION #4

- a) Ratification of Claims for August 2018 (pg 30): On a motion by Director Meraz, seconded by Director Brunberg, the non-consent matters 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.

14. STANDING COMMITTEE

- a) Administration and Finance: No report.

REPORTS

- 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 Committee: No report.

15. ADMINISTRATOR'S REPORT

- a) Monthly Activity Report – August 2018 (pg 31-33): Admin. Foell had no additional information to report.
- b) Update on the Land Swap with San Juan Unified School District (verbal): Admin. Foell said the land swap was moving forward. The School District was currently in the process of finalizing the signatures before it reaches the title company.

16. UNFINISHED BUSINESS

Admin. Foell stated the Sacramento Metropolitan Fire District was receiving letters of interest regarding sale of surplus property at 5148 Main Avenue in Orangevale. OVParks submitted a letter to learn more about the property for sale. They will contact the District after the inquiry deadline.

17. NEW BUSINESS

- a) Presentation of Resolution 18-08-604, Commending Grant Barry for his Eagle Scout Project Building a Fence Around a Vernal Pool at Orangevale Community Park (presentation): Mr. Barry was not able to attend.

MOTION #5

- b) Public Hearing: Approval of Addendum to the Agreement Between the Orangevale Recreation and Park District and Final 9 Sports Dated October 10, 2002 to Extend the Term for an Additional Five Years through October 9, 2023 (pg 34-54): Admin. Foell stated this extension has been done several times in the past as the District has been happy with the agreement. If the pay to play decision is made, the agreement will be revised to include their administrative support.

The public hearing was opened. No members of the public wished to speak. The public hearing was closed.

Director Meraz motioned to open the discussion on this agenda item, which was seconded by Director Stickney. Director Brunberg questioned how the rent was remaining the same for the next five years as it has been over the last 15 years. Director Montes felt that Final 9 rent was appropriate because of the maintenance they provide. Director Montes stated that she did

want to make sure the workers' compensation language and legal codes were still up to date in regard to the agreement and current laws. Admin. Foell added that the rent had been raised \$100 in 2008 which is the only time it has increased over the length of the agreement. Director Stickney would like to have the document reviewed and Director Montes agreed. The motion was therefore withdrawn and Admin. Foell will have the document reviewed by counsel and discuss the possibility of a rent increase with the owners. He noted that the current agreement does indicate that the concessionaire needs to adhere to all applicable laws and ordinances, including regarding workers' compensation coverage. Admin. Foell stated that the District's attorney approved the amendment language but wasn't asked to review the entire document. Director Meraz brought up the standards for selling foods. Owner Bruce Knisley stated that they only sell packaged foods. The Board discussed the insurance provision. Director Montes expressed that she supports a five-year term and that Final 9 provides value to the District. Admin. Foell will discuss the agreement with the owners and the agenda item will be carried over to a future meeting.

MOTION #7

- c) Public Hearing: Determination of Major Amenities Including Locations for the Final Orangevale Community Park Master Plan (pg 55-64): Admin. Foell stated that this agenda item has been discussed several times in the past. This particular discussion will focus on specific items, such as a skate facility and water spray feature. Peter Larimer from MTW Architects presented to the Board. He showed a preliminary plan with and without the skate park. He also discussed a splash pad, which was also incorporated into a design for discussion. Fencing will be incorporated to assist children with staying inside the playground. Restrooms, picnic tables, and a sandbox were also included in the design. The location of the restrooms in relation to the splash pad was discussed and compared to Stone Creek Park in Rancho Cordova. Admin. Foell reminded the Board that the plans being presented were concept plans and will be amended as needed when the project is being prepared for construction. He recommended they look at the options, which was with a skatepark and without, and compare the costs, which was a \$270,000 difference for the skatepark. The restroom would cost approximately \$100,000. The playground and splash pad would be as much as \$300,000, which Admin. Foell felt was a conservative estimate. Director Swenson felt the splash pad would definitely draw more visitors to the park. Director Brunberg was surprised that the residents against the skatepark did not attend the meeting. She felt the Board and community should continue to discuss the options. When discussing the disc golf course, Admin. Foell said some residents have expressed annoyance with their homes being so close to the course, such as #5-7, and moving the disc golf holes away from the homes has been discussed.

The public hearing was opened.

A female resident, who had 10 grandchildren, wanted a park that accommodated children. She recommended that more fencing be put around the playground. She loved the idea of a water park but asked for a changing area so children in wet clothes had a place to change. She was not a fan of the skatepark, but did feel older children would enjoy it.

A male resident of three children spoke about his concern of the marijuana use and loud music playing from the disc golf course. He stated you cannot cross the creek without going through the tee off area which was inconvenient and inappropriate for families. He agreed with moving the disc golf holes. When asked by Admin. Foell, he said his older children would greatly enjoy the skatepark. Regarding the water park, he agreed that it should be near the pool and that there should be some sort of changing facilities. He added that the park could improve what they have, and add only the items the park was missing. He practices soccer in the park and asked for more spaces for organized activities. He asked the Board what visitors they are trying to cater to; Director Stickney wanted the park to become a focus and destination for the entire community and beyond. Admin. Foell discussed the voting process done at Norma Hamlin Park, when residents put dots on equipment they wanted to choose. The male resident requested more police and security presence at some parks. He asked about the cost, and Admin. Foell stated it would be free to the public. It was expressed that a skateboard facility tended to include loud music and people smoking.

A resident thanked the District for the fence around the vernal pool. He also commended the Board for their contributions.

The public hearing was closed.

Director Stickney motioned that only the splashpad be included but not the skatepark. Director Montes felt they should be stewards of the budget and should be careful with how the District spends money on improvements. The motion was seconded by Director Brunberg, and it was approved by a vote of 3-1-1 with Directors Brunberg, Meraz, and Stickney voting Aye. Director Swenson voted Nay. Director Montes Abstained. Mr. Larimer will provide the concept boards for viewing at the October 2018 meeting.

- d) Approval of Agreement with John Walton to Provide Activity Guide Design Services (pg 65-74): Admin. Foell said John Walton worked with the District the previous year. He previously signed the agreement without Board approval because it totaled under \$5,000. Director Montes recommended Orangevale Copy for these services in the future. On a motion by Director Swenson,

MOTION #6

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

18. DIRECTOR AND STAFF COMMENTS

Coordinator Woodford reminded the Board of the upcoming events and program.

Supervisor Bain also noted upcoming events.

Admin. Foell formally introduced Superintendent Oropeza. He appreciated the opportunity to work for the District. He commended the staff and described them as a great team.

Ms. Von Aesch had been promoted to Superintendent of HR/Finance. She spoke with a County of Sacramento benefits employee regarding a 457 plan. She noted that the dental plan is decreasing. The high-deductible medical plan will be undergoing changes as well. A committee meeting will be scheduled to discuss the options.

Admin. Foell indicated the electric greenway plan was moving forward. They may speak to some residents to propose purchasing a portion of their properties. The Board spoke about how they could help this process along.

Director Montes commended the staff and was looking forward to Trunk or Treat.

Director Swenson recommended someone to conduct a watercolor class.

Director Stickney welcomed Superintendent Oropeza.

Director Brunberg welcomed Superintendent Oropeza and congratulated Ms. Von Aesch.

19. ITEMS FOR NEXT AGENDA

None discussed.

**20. ADJOURNMENT
MOTION #8**

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 8:30 p.m. On a motion by Director Brunberg, seconded by Director Montes, 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.

Mike Stickney, Chairperson

ORANGEVALE RECREATION & PARK DISTRICT

Minutes of Meeting of Board of Directors October 11, 2018

A Regular Meeting of the Board of Directors of the Orangevale Recreation & Park District was held on Thursday, October 11, 2018 at the District Office. Director Montes called the meeting to order at 6:31 p.m.

Directors present: Meraz, Swenson, Brunberg, Montes (Stickney absent)
Staff present: Greg Foell, District Administrator
Horacio Oropeza, Park Superintendent
Jennifer Von Aesch, Finance/HR Superintendent
Melyssa Woodford, Administrative Services Supervisor

3. **PLEDGE OF ALLEGIANCE** The Pledge of Allegiance was conducted.
4. **APPROVAL OF AGENDA**
MOTION #1 On a motion by Director Brunberg, seconded by Director Montes, the agenda was approved by a vote of 4-0-0 with Directors Swenson, Brunberg, Meraz, and Montes voting Aye. There were no Abstentions or Nays. Director Stickney was absent.
5. **PUBLIC DISCUSSION** There was no public discussion.
6. **MINUTES**
MOTION #2
 - a) Approval of Minutes of August 16, 2018 Meeting (pg 1-6): This agenda item was tabled due to the improper agenda description. For the September minutes, Director Brunberg asked to have the Fire District property location clarified in the Unfinished Business section.
7. **CORRESPONDENCE**
MOTION #3
 - a) Confidential Envelope – Attorney Billing August 2018: On a motion by Director Brunberg, seconded by Director Montes, the attorney billing was approved by a vote of 4-0-0 with Directors Swenson, Brunberg, Meraz, and Montes voting Aye. There were no Abstentions or Nays. Director Stickney was absent.
 - b) Letters from Terry Benedict to the Board of Directors and Response from District Administrator (pg 7-29): The Board had no additional comments to add to the Administrator’s response. Mr. Benedict was sent a letter previously indicating that the District would no longer respond to letters from 2001-2002 that had previously been addressed. Admin. Foell decided to respond to these letters because some items did not refer to 2001-2002.
 - c) Letter from the California Association for Park & Recreation Indemnity (CAPRI) Regarding Announcement of new Executive

Director (pg 30-31): Matt Duarte was the newly hired executive director.

MOTION #4

- d) Letter from the California Association for Park & Recreation Indemnity (CAPRI) Calling for Nominations (pg 32-33): Admin. Foell reported that nominations were open for anyone who was interested. Director Montes motioned to nominate Director Meraz to run as a candidate. On a motion by Director Montes, seconded by Director Swenson, the agenda was approved by a vote of 4-0-0 with Directors Swenson, Brunberg, Meraz, and Montes voting Aye. There were no Abstentions or Nays. Director Stickney was absent.
- e) Notice from the Sacramento Local Agency Formation Commission Regarding Vacancies for the Public Member and Alternate Public Member Positions on the Commission (pg 34): This notice was of the deadline for candidates being November 1.

8. CONSENT CALENDAR

No consent items were discussed. On a motion by Director Brunberg, seconded by Director Meraz, the consent calendar was approved by a vote of 4-0-0 with Directors Swenson, Brunberg, Meraz, and Montes voting Aye. There were no Abstentions or Nays. Director Stickney was absent.

MOTION #5

8.1 CONSENT MATTERS GENERAL FUND

- a) Ratification of Claims for September 2018 (pg 35-36)
- b) Budget Status Report for September 2018 (pg 37-39)
- c) Revenue Report for September 2018 (pg 40)

8.2. OLLAD CONSENT MATTERS

- a) Ratification of Claims for September 2018 (pg 41-42)
- b) Budget Status Report for September 2018 (pg 43-44)

8.3. KENNETH GROVE CONSENT MATTERS

- a) Budget Status Report for Period 13 2018 (pg 22)
- b) Ratification of Claims for July 2018 (pg 23)
- c) Budget Status Report for July 2018 (pg 24)

9. NON-CONSENT MATTERS GENERAL FUND

Not discussed.

10. STANDING COMMITTEE REPORTS

- a) Administration and Finance: No report.
- b) Maintenance and Operation: No report.
- c) Recreation Committee: No report.
- d) Personnel & Policy – Recap of October 3, 2018 (pg 47): Both items discussed at this meeting are on this agenda, including an HMO versus high deductible health plans with health savings accounts and a \$100 per month waived health insurance stipend. High deductible plans are cheaper in cost so the District could

cover the full premium amount. The employee deductible portion for a high deductible plan would be \$2,700 for a year. County employees are given incentives to enroll in the high deductible plan and the District is considering a similar policy. Incentives/benefits would include establishing a health savings account which allows employees to build a fund to pay for program deductibles as well as double as a savings for retirement health benefits. The health benefits waiver policy was also discussed. The Board would be presented with a proposal to provide a \$100 stipend for employees who waived their health insurance coverage due to being double insured.

- e) Government: No report.
- f) Planning Committee: No report.
- g) Trails Committee: No report.
- h) Ad Hoc Committee: No report.

11. ADMINISTRATOR'S REPORT

- a) Monthly Activity Report – September 2018 (pg 48-51): Admin. Foell attended several meetings, including one discussing the new playground at the Youth Center. The SCERS retirement system enrollment requirements are changing as of January 1, 2019. SCERS recognized that member District's would like their part-time seasonal/temporary positions to be able to work more than 20 hours per week throughout the year without being required to enroll in SCERS. After discussions with the District's, SCERS changed the policy beginning January 1, 2019 to allow part-time, seasonal, and temporary employees to work up to 1,560 hours per year without enrollment in SCERS. Recreation Coordinator Woodford said the Top Notch basketball program was going well and the rummage sale was successful. Family Fright Night and kids' night out nights were coming up soon. Superintendent Oropeza had been performing basic maintenance in all of the parks. He and other staff members attended the CPRS Elk Grove Equipment Expo and networked with vendors and other park district employees. Full-time staff received Arbor Pro training.

Regarding the County's Hazel Avenue sidewalk project, Admin. Foell received an offer from the County to purchase a small section of the Youth Center Park for a Bus Stop for \$5,900. He spoke with them further about doing some sidewalk work on the east side of Hazel.

A meeting for regional trail planning was held. Roseville has filled in several trail gaps, and the District will be filling in some of their gaps with the Electric Greenway Project. Admin. Foell met with Mr. Anderson from Sunrise and Mr. Fisher from Placer County, and they will reach out to several other entities to discuss the remaining trail gaps.

- b) Update on the Land Swap with San Juan Unified School District (verbal): Admin. Foell stated he will be signing documents with the title company within the next few days. The property runs from the horse arena parking lot to the school fence.
- c) Disc Golf Ad Hoc Committee Meeting – Wednesday, October 10, 2018 (verbal): Directors Montes and Meraz attended this meeting. They received a lot of feedback regarding the pay to play option. The general committee consensus was that it was not feasible at this time to recommend pay to play, but that Admin. Foell will work with the club in order to collect funds and work on the projects that need to be completed. The minutes from this meeting will be brought to the December Board meeting for further discussion.

12. UNFINISHED BUSINESS

There was no unfinished business.

13. NEW BUSINESS

MOTION #6

- a) Public Hearing: Approval of Addendum to the Agreement Between the Orangevale Recreation & Park District and Final 9 Sports dated October 10, 2002 to Extend the Term for an Additional Five Years Through October 9, 2023 (pg 52-74): Admin. Foell noted that the District’s attorney reviewed the agreement. The staff report contained the attorney’s detailed review of the contract, which generally indicates the contract was intact and addressed what it needed to. The insurance provisions are up to date. Regarding the rent increase, Final 9 and the District agreed on the rent being \$550 per month. Director Meraz recommended increasing advertising for the club. Public Hearing was opened.

Jenny Knisley thanked the Board and District. She said they provide experience and knowledge to all the players that come to their location. Bruce Knisley added that they had offered classes, but they have not been very successful. They have players from out of town, including from Finland, and players of all ages.

The Public Hearing was closed with no other comments. On a motion by Director Brunberg, seconded by Director Montes, the Addendum was approved with the effective rent increase date of November 1, 2018 by a vote of 4-0-0 with Directors Swenson, Brunberg, Meraz, and Montes voting Aye. There were no Abstentions or Nays. Director Stickney was absent.

MOTION #7

- b) Public Hearing: Approve Changes to the Conflict of Interest Code Pursuant to the Political Reform Act of 1974 and Authorize the District Administrator to Sign the County of Sacramento Bi-Annual Review Statement (pg 75-87): The Public Hearing was opened and closed with no comments. On a motion by Director Montes, seconded by Director Meraz, the changes were approved

by a vote of 4-0-0 with Directors Swenson, Brunberg, Meraz, and Montes voting Aye. There were no Abstentions or Nays. Director Stickney was absent.

MOTION #8

- c) Ordinance 18-11-0003, Introduce and Waive First Reading of Ordinance Regulating Encroachments Upon District Property to be Included in the Ordinance Code of the Orangevale Recreation and Park District (pg 88-103): The District does not have a formal ordinance regarding encroachments, and so the District's attorney recommended an ordinance be adopted. On a motion by Director Montes, seconded by Director Brunberg, introduction and waiving the first reading of Ordinance 18-11-003 was approved by a vote of 4-0-0 with Directors Swenson, Brunberg, Meraz, and Montes voting Aye. There were no Abstentions or Nays. Director Stickney was absent.

MOTION #9

- d) Discussion and Possible Approval of an Employee Health Benefit Waived Stipend Policy (pg 104): This item was discussed previously in the meeting. On a motion by Director Brunberg to approve an employee health benefits waived stipend of \$100 per month, seconded by Director Montes, the item was approved by a vote of 4-0-0 with Directors Swenson, Brunberg, Meraz, and Montes voting Aye. There were no Abstentions or Nays. Director Stickney was absent.

MOTION #10

- g) Discussion and Possible Approval of the District Contributing the Savings (Associated with Employees Changing from an HMO Health Plan to a High Deductible Plan) to an Employees Health Savings Account (HSA) (pg 105-106): Admin. Foell recommended this item be approved. It allows employees to save for their own retirement health benefits plus it is a pre-tax deduction. The committee recommended the District contribute 75 percent of savings into the HSA accounts for an employee's first year of enrollment, 50% in the second year, and 25% in year three and thereafter. On a motion by Director Brunberg, to approve the District contribute the savings associated with employees changing from an HMO health plan to a High Deductible plan to an employee's health savings account under the following schedule, 75 percent of its saving into the HSA accounts in the first year an employee enrolls, 50 percent in the second year they continue in the high deductible plan, and 25 percent in year three and thereafter that they are enrolled in the high deductible plan, seconded by Director Montes, the item was approved by a vote of 4-0-0 with Directors Swenson, Brunberg, Meraz, and Montes voting Aye. There were no Abstentions or Nays. Director Stickney was absent.

14. DIRECTOR AND STAFF COMMENTS

Coordinator Woodford thanked the District for always thinking of their employees.

Superintendent Oropeza also thanked the District for the new

healthcare option and felt it would benefit the younger employees. He added that the part-time employees' hours were ending and so they will be leaving.

Ms. Von Aesch was getting ready for the audit in November.

Admin. Foell said Superintendent Oropeza was doing a great job, and felt they had a great group of staff. He added that he will be going on vacation at the end of October.

Director Swenson thanked Ms. Von Aesch for attending the committee meeting and bringing the information to the Board regarding the health benefits.

Director Brunberg was also excited for the new health insurance options and thanked Ms. Von Aesch for her work.

Director Meraz stated that agencies are working to interpret a new court ruling regarding transients use of public parks and other public spaces.

Director Montes thanked the staff. She was looking forward to the community harvest dinner on November 3. The Best of Orangevale will be on February 9. She and Admin. Foell attended the Orangevale Community Council, which was a great event. She also stated that Tomich Orchards was purchased, and they will be preserving it as a working orchard.

**15. ITEMS FOR NEXT
AGENDA**

No items were discussed.

**16. ADJOURNMENT
MOTION #11**

With no further business to discuss, the general meeting of the Board of Directors was adjourned at 7:58 p.m. On a motion by Director Brunberg, seconded by Director Montes, the adjournment was approved by a vote of 4-0-0 with Directors Swenson, Brunberg, Meraz, and Montes voting Aye. There were no Abstentions or Nays. Director Stickney was absent.

Lisa Montes, Acting Chairperson



DATE: October 19, 2018
TO: Members, CAPRI
FROM: Matthew Duarte, Executive Director
RE: CAPRI Election Ballot for 2018

As you know, this is an election year for the CAPRI Board of Directors. Nominations for the open seats closed on October 12, 2018 and we received five (5) nominations for the Upper 1/3 Tier and two (2) nominations for the Middle 1/3 Tier. No nominations were received for the Lower 1/3 Tier.

Enclosed please find the CAPRI Election Ballot for 2018 for terms of office commencing in 2019. Per the CAPRI Bylaws, each participating member district shall have one vote for each category to be elected, and shall vote for its choice of individuals willing to serve on the Board of Directors. The individual receiving the highest number of votes in each category shall be elected to serve on the Board of Directors.

The date of the election is November 16, 2018. Your district may choose to return its ballot by mail, fax, or email, but the ballot must be received at the CAPRI office prior to the close of business, 5:00 P.M., on November 16, 2018 to be considered valid and be counted. **You must return an executed/signed ballot.** Ballots can be sent to:

Via Mail: CAPRI
6341 Auburn Boulevard, Suite A
Citrus Heights, CA 95621

Via Fax: (916) 722-5715

Via Email: mduarte@capri-jpa.org

Your vote is important, so please return your ballot by the November 16, 2018 deadline. Also, for your reference, enclosed please find each candidate's letter of interest/qualifications for your consideration.

Thank you for your participation and cooperation in the continued success of CAPRI. If you have any questions about the ballot or election process, please do not hesitate to contact our office at (916) 722-5550.

Sincerely,

A handwritten signature in black ink that reads "Matthew Duarte". The signature is written in a cursive style with a large initial "M".

Matthew Duarte
Executive Director

Enclosures



CAPRI Board of Directors Election

2018

Election Ballot

Upper 1/3 (vote for one)

- Brian Danzl.....
Board Member, Cordova Recreation and Park District

- Jim Friedl.....
General Manager, Conejo Recreation and Park District
(*Incumbent*)

- Mathew Fuzie.....
General Manager, Livermore Area Recreation and Park District

- Scott Holbrook.....
Board Member, Auburn Area Recreation and Park District

- Michelle Lacy.....
General Manager, Pleasant Hill Recreation and Park District

Please Return by November 16, 2018. Thank you.

X _____
District Name

X _____
Signature



CAPRI Board of Directors Election
2018
Election Ballot

Middle 1/3 (vote for one)

Stephen Fraher.....
General Manager, Arcade Creek Recreation and Park District
(Incumbent)

Colin Miller.....
General Manager, Arden Park Recreation and Park District
(Incumbent)

Please Return by November 16, 2018. Thank you.

X _____
District Name

X _____
Signature



2729 Prospect Park Drive, Suite 230
Rancho Cordova, CA 95670
(916) 842-3300

October 17, 2018

CAPRI
ATTN: BOARD OF DIRECTORS
6341 Auburn Blvd., Suite A
Citrus Heights, CA 95621-5203

Greetings,

My name is Brian Danzl. On Wednesday, October 10, 2018, the Cordova Recreation and Park District (CRPD) Board nominated me to run for election as a Director on the California Association for Park and Recreation Indemnity Board.

Please accept this letter as my letter of intent. I have enclosed a resume that provides you with my education and experience. I have a variety of experiences in serving on non-profit social service boards, professional associations, and local government advisory boards.

I have been on the CRPD Board for the last 8 years and have served as Chair two times. We are celebrating our 60th Anniversary. Currently we serve 115,000 residents with 37 parks and 6 recreational facilities. The CRPD boundaries encompass several residential areas in development. As a consequence, we project building and developing over 80 different parks in the next 10-15 years and increasing the population we will be serving to 130,000.

Thank you for considering my letter of intent to serve.

Respectfully,

A handwritten signature in black ink, appearing to read "Brian M Danzl", is written over a large, stylized circular flourish.

Brian M Danzl, Secretary
Cordova Recreation and Park District
bdanzl@crpd.com

BRIAN DANZL

2661 Los Amigos Dr, Rancho Cordova, CA 95670 • Home: 916-363-3166 • Cell: 916-826-1470 • paraX97@sbcglobal.net

Professional Summary

Self-directed Board member and innovative thinker with a knack for developing creative solutions to complex problems. Seeking a position with the opportunity for new challenges and professional development and advancement.

Skills

- Budgeting and finance
- Negotiations
- Effective public speaker
- Flexible schedule
- Team player
- Organized
- Goal-oriented
- Reliable
- Extensive sports knowledge
- Youth sports coach
- Motivational techniques
- Team building
- Sound judgment
- Youth mentor
- Strong customer focus
- Works well in a team environment
- Strong collaborator
- Creative questioning
- Critical thinking
- Outstanding social skills

Work History

Board Member, 12/2010 to Current

Cordova Recreation and Park District – 2729 Prospect Park Drive, Suite 230, Rancho Cordova, CA 95670

- Represented the park district at community and professional organizational meetings.
- Addressed and resolved neighborhood problems and complaints in a tactful and timely manner.
- Coordinated project activities with other agency partners.

Campus Security, 03/2016 to Current

Folsom Cordova Unified School District – Rancho Cordova, CA

- To help maintain a safe and orderly environment by monitoring the school campus and other adjacent areas
- To report unauthorized activities to appropriate supervisory personnel
- Circulated among students, patrons and employees to preserve order and protect property.

Coach, 09/2008 to Current

Folsom Cordova Unified School District – 1965 Birkmont Drive Rancho Cordova, CA 95742-6407

- Served as the Head Coach for the Girls Tennis team for 6 years.
- Served as the Assistant Coach for the Girls Soccer for 7 years.
- Managed time effectively while traveling for games, attending practice and going to classes.
- Effectively communicated with a diverse group of athletes, coaches and game officials.
- Exhibited excellent teamwork and a strong work ethic by promoting camaraderie.
- Trained for 10 hours per week for upcoming competitions.
- Developed and maintained key relationships with local vendors.
- Attended all practices, meetings and workouts on time.
- Assisted as position team leader for defensive and offensive teams.
- Provided Tennis and Soccer coaching at Cordova High School while developing and mentoring elite athletes.

Teacher, 03/2007 to Current

Home School Teacher – 2661 Los Amigos Dr Rancho Cordova CA 95670

- Developed and taught lessons on relevant children's books, poems, movies and themes to promote student interest.
- Improved student test scores on state math test by 20% in one year period by implementing new curriculum.
- Improved average scores on State Science exam by 12 points.
- Consistently received positive teacher evaluations from students.
- Increased student's English test scores by 14% through private tutoring and special attention.

Electrician, 03/2002 to 03/2007

Rex Moore – 6001 Outfall Circle Sacramento, CA 95828

- Selected the correct products or assist customers in making product selections, based on customers' needs, product specifications, and applicable regulations.
- Worked collaboratively with clients, team members, implementation consultants, and resources across the company to achieve desired results.
- Installed, repaired and tested electrical and electronic systems.
- Installed electrical conduit and wiring for power, controls and lighting.
- Installed electrical and mechanical equipment in accordance with the National Electric Code.
- Disconnected and removed motors and pumps.

- Interpreted blueprints, schematics, drawings and layouts to complete repairs.
- Determined proper methods, equipment and materials to complete cost repairs within budget.
- Tested, troubleshot and calibrated equipment in the shop and in the field.
- Documented all maintenance and repairs performed on equipment.
- Cleaned work sites, including hauling debris and trash, cleaning tools and storing equipment.
- Notified supervisor immediately about equipment problems and breakdowns.
- Completed daily inspections of all electronic equipment.
- Reported all unsafe activities, situations and potential hazards to supervisor.
- Updated and modified components and systems to improve operation.

Education

High School Diploma: 1993

Cordova High School - 2239 Chase Drive Rancho Cordova, CA 95670

- Student government representative

Certificate: Electrical Construction, 2006

Western Electrical Contractors Association - 3695 Bleckely Street, Rancho Cordova, CA 95655

- Coursework in Electron Theory, Ohm's Law and Magnetism
- Conduit Bending Program



2729 Prospect Park Drive, Suite 230
Rancho Cordova, CA 95670

RESOLUTION NUMBER 18/19-23

**RESOLUTION OF THE BOARD OF DIRECTORS OF
THE CORDOVA RECREATION AND PARK DISTRICT
APPROVING THE NOMINATION OF DIRECTOR BRIAN DANZL FOR ELECTION
TO THE CAPRI BOARD OF DIRECTORS AND APPROVING HIM
AS THE DISTRICT'S REPRESENTATIVE IF ELECTED**

WHEREAS, the Bylaws of the California Association for Parks and Recreation Indemnity (CAPRI) state that the Board of Directors shall consist of two (2) appointed positions and five (5) positions elected by participating member districts; and

WHEREAS, elections are held in each even-numbered year; and

WHEREAS, there are three (3) positions available during the 2018 election cycle: Upper 1/3, Middle 1/3 and Lower 1/3; and

WHEREAS, it is in the best interest of this District to have a representative in the Upper 1/3 Category on the Board of Directors of CAPRI; and

WHEREAS, Brian Danzl is a duly elected Board Member of the Cordova Recreation and Park District, which qualifies him for this Nomination.


NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors hereby approves the nomination of Brian Danzl to run for election to the CAPRI Board of Directors; and

BE IT FURTHER RESOLVED, that Brian Danzl, if elected, is approved as a representative of the Cordova Recreation and Park District to the Board of Directors of CAPRI and to serve as such as part of his capacity as an employee of the District and within the scope of required duties.

PASSED AND ADOPTED, this 10th day of October 2018 by the following vote:

- AYES: Reyes, Yearwood, Danzl, Sloan, Leimbach
- NOES:
- ABSTAIN:
- ABSENT:


Inez L. Reyes, Chairperson of the Board

ATTEST:

Brian Danzl, Secretary of the Board

I hereby certify that the above Resolution No. 18/19-23 was duly introduced, read and adopted by the District at a Special meeting held on October 10, 2018.


Danielle Jones
Clerk of the Board / Executive Assistant

Jim Friedl
403 W. Hillcrest Drive
Thousand Oaks, CA 91301
jfriedl@crpd.org - 805-381-1239

October 5, 2018

Matt Duarte, Executive Director
California Association for Park and Recreation Indemnity
6341 Auburn Boulevard, Suite A
Citrus Heights, CA 95621

VIA EMAIL ONLY: mduarte@capri-jpa.org

SUBJECT: Letter of Interest for Continued Service on the CAPRI Board of Directors

Dear Matt,

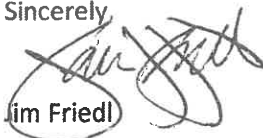
I am writing to express my interest in continuing to serve on the CAPRI Board of Directors in the "Upper 1/3" category. I was appointed to the CAPRI Board in mid-2016 by the CAPRI Board to fill the remaining term of Bob Berggren, GM of Pleasant Hill Recreation and Park upon his retirement.

Over the past 2.5 years, I have enjoyed serving as a CAPRI Board Member and have learned much about CAPRI itself and issues related to risk management and insurance. I believe in the efficiency and cost effectiveness of Districts pooling their resources and sharing risk. As General Manager of the Conejo Recreation and Park District and former practicing municipal attorney, I appreciate risk management issues, liability concerns and the value of insurance in the public sector - - - especially the recreation and park profession.

I believe over the past 2.5 years, Pat Cabulagan, CAPRI staff, Chair Lindsay Woods and the rest of the CAPRI Board of Directors have been committed to continuous improvement the CAPRI organization and its service to the member Districts. I am excited to see where you, Matt, – our new Executive Director – are able to take CAPRI in the years ahead, and I'd like to remain a part of the CAPRI Board to help recreation and park districts throughout California with their risk management and insurance needs.

I am including a link as well as a copy of my bio from Conejo Recreation & Park District's website:
http://www.crpdp.org/administration/about_the_general_manager.asp

Sincerely,


Jim Friedl

c: Pat Cabulagan and Bebe Pearson (via email)
Conejo Recreation and Park District Board of Directors

Jim Friedl

Jim grew up in Agoura Hills attending public schools and graduated from Agoura High School. He holds a Bachelors Degree in Urban Planning from UC San Diego and a Juris Doctorate degree from Pepperdine University School of Law. While in law school, Jim also received a certificate in dispute resolution from the Strauss Institute.

Jim was hired as an attorney for the City of Thousand Oaks in 1994. After five years of legal practice, he moved into public administration as a Deputy City Manager for the City of Thousand Oaks.

In 2003, Jim was selected to be an Assistant General Manager for the Conejo Recreation and Park District. Upon the retirement of Tex Ward in 2006, Jim became the Park District's third General Manager in its 56-year history.

In addition to his work as GM, he participates in various other organizations, professional associations and nonprofits.

- California Association of Park and Recreation Indemnity (CAPRI), Board member (CAPRI is a statewide liability, property and workers compensation insurance pool of more than 60 recreation and park districts)
- Play Conejo, Board member
- Mountains Recreation and Conservation Authority (MRCA), Finance Officer
- Conejo Open Space Conservation Authority (COSCA), Joint Chief Administrative Officer
- California Association of Recreation and Park Districts (CAPRD), Legislative Committee member (served 10 years as Chair)
- Davenport Institute for Public Engagement and Civic Leadership at Pepperdine University's School of Public Policy, Advisory Board member
- Rotary Club of Thousand Oaks, Board member
- California Special District's Association (CSDA), Certified Special District Administrator

Jim has written no books, though he has Tweeted quite a few times. He is married to Tracy – an attorney, mom and volunteer. When their four kids were young he spent many years coaching youth sports. Now that the kids are young adults, they are getting more independent and more tattoos with each passing year. So Jim is now pursuing his passion of hiking and biking in the local mountains and soaking in the wonders of our natural world.

From: Mathew Fuzie
To: [Matthew Duarte](#)
Subject: RE: REMINDER: Call for Nominations Due on October 12
Date: Thursday, October 4, 2018 11:43:47 AM

Good Morning Matthew,

I am the new General Manager at Livermore Area Recreation and Park District. I came to this job after 33 years with California State Parks. I retired from my position as Deputy Director at the age of 54 and came to LARPD. I am interested in the time commitment that would be necessary to fulfill the duties of a Board of Directors Member. I am thinking that Livermore is a pretty large contributor and it might be beneficial to submit a nomination.

Mat Fuzie
General Manager

From: Scott H
To: plarson@auburnrec.com; ttappan@capri-jpa.org; bpearson@capri.jpa.org; [Matthew Duarte](mailto:Matthew.Duarte@capri-jpa.org)
Cc: kmuscott@auburnrec.com
Subject: Scott Holbrook Letter of Interest Re: Election Notice/Call for Nominations
Date: Thursday, October 4, 2018 2:14:11 PM

Hello -

Scott Holbrook here - please consider this my Letter of Interest

I look fwd to hopefully gaining a seat on the CAPRI Board of Directors, over my past 18+ Years of involvement with the Auburn Area Recreation & Park District (ARD) I have come to learn a great deal about CAPRI and the benefits it offers to it's members. I have personally served as an elected representative on the ARD Board since 2000 & looking forward to my next term.

In addition to my experience on the board, I have a long and successful career running a variety of small businesses as well as working with larger corporations. My expertise lays primarily in the sales/marketing and customer service area, but I also have extensive experience in purchasing and other areas. Many will recognize me, as I am a regular attendee at a multitude of conventions & educational gatherings, be it with CSDA, CARPD or otherwise. I constantly strive to stay current with new laws and trends in all areas of district management, be it budgeting, planning, human resources and more.

I currently am running a large Auto Repair and Maintenance facility in Citrus Heights, which obviously makes attending meetings comparibly convenient. I am now in a position in life that affords me more flexibility & ability to expand my participation in endeavors such as serving CAPRI. I feel my skills and experience will be a nice addition.

I am here if anyone needs additional information, references or otherwise - my cell is 530-906-7441

Keep Smilin' - Scott

www.scottsautorepairshop.com
www.keepsmlinpromotions.com
www.auburnrec.com
www.partyinthepark.net
www.aintdeadfest.com

Parks & Live Music Make Life Better! 

(as does family, friends, pets & good running vehicles!)



**Pleasant Hill Recreation
& Park District**

ADMINISTRATION

147 Gregory Lane
Pleasant Hill, CA 94523
(925) 682-0896
(925) 682-1633 fax

October 12, 2018

**CAPRI Board of Directors
6341 Auburn Boulevard, Suite A
Citrus Heights, CA 95621**

Dear Board of Directors:

Please accept this letter as acknowledgment of my interest to serve on the California Association of Park and Recreation Indemnity (CAPRI) Board of Directors. As the General Manager for the Pleasant Hill Recreation and Park District I would like to express my interest in serving as a representative of the Upper 1/3 of the membership. I believe that my experience in working with multiple risk-sharing pools over the past 15 years provides me with a strong knowledge base for reducing risk for recreation and park agencies.

Working with the District and CAPRI for just over two years, I believe that my fresh perspective will be of benefit to our members. Continuing to evolve to respond to increasing demands by Recreation and Park Districts, new technologies, and trends is extremely important to maintain a financially sound risk-sharing pool. This can be challenging with a broad-based membership, but I feel my skills in finding practical solutions and training in best practices would be an asset to the CAPRI Board of Directors and our membership.

I look forward to the opportunity to serve our members on the CAPRI Board.

Sincerely,

**Michelle Lacy
General Manager
Pleasant Hill Recreation and Park District**

www.pleasanthillrec.com



CANDIDATE STATEMENT
STEPHEN F. FRAHER, CPRP; GENERAL MANAGER
ARCADE CREEK RECREATION AND PARK DISTRICT

I am requesting your vote and support to be re-elected to the CAPRI Board of Directors. I have served on the Board since 2011, and I am the longest serving member of the Board. My entire tenure, I have served as Board Secretary. I have been in California for eight (8) years and stepped into this role for my District unknowingly upon accepting the job offer. I have learned a lot over my tenure on the Board and understand the challenges that all Districts face regarding Property, Liability and Workers Compensation claims and losses. Being on the CAPRI Board does not shield me nor my District from experiencing these things and going through the processes involved.

The focus for my District is to keep costs at a minimum and reduce potential hazards. Working for a small sized District (5 sq. miles) with a limited budget, I constantly am seeking new and innovative ways to lower costs to the Districts. One of my goals in the coming time is to create a program, that Districts can receive a premium discount by acting on an item to prevent or correct it before it is recommended by the CAPRI Risk Manager. Credit should be given for proactivity.

In the upcoming election I ask for your vote to be elected to the Middle-Sized seat on the Board of Directors.

BE PROACTIVE, vote for STEPHEN FRAHER for CAPRI Board of Directors and allow for the smooth transition of the new Executive Director



My name is Colin Miller and I am running for the Middle Tier position on the CAPRI Board.

I graduated from Texas Tech University with a degree in Park Administration and have enjoyed my nearly 30-year career in the Park and Recreation field. My stops have included positions in Texas and California. I have progressed through a wide range of positions beginning with a landscape trim crew right out college to my current position as the District Administrator for the Arden Park Recreation and Park District in Sacramento. I have worked for municipal as well as special district agencies, both large and small and I prefer the smaller special district because it feels like I'm more attached to the community. That is what has kept me in my current position for nearly ten years.

I have served on the CAPRI Board since January of 2013 as the Lower Tier representative. CAPRI has since added some more smaller districts to the roster which has moved my district into the Middle Tier. As a result, I cannot serve as the Lower Tier representative and am asking for your vote for the Middle Tier position.

During my time on the board, CAPRI has introduced several value-added benefits to pool members such as free Human Resources legal advice (A HUGE benefit for smaller agencies that don't have in house counsel), additional training opportunities through Target Solutions and implementation of a Medical Provider Network (MPN) that has significantly reduced ongoing medical claims. The board is committed to finding more resources to increase the value of your membership in CAPRI. My focus has been in making sure that smaller districts have a voice in the room. For the last two years, I have served on the Personnel Subcommittee which recently completed the search for a new Executive Director for CAPRI.

I know that serving on the CAPRI Board for the last five years has made me a better risk manager. Much of that comes from seeing how the insurance industry works and how what we do affects what we end up paying for our coverage. My goal is to find a way to communicate more of those ideas to the general membership, not just the Board.

I have thoroughly enjoyed the experience of serving on the CAPRI board so far and hope that you will give me the opportunity to continue to serve your organization in the future.

**ORANGEVALE RECREATION & PARK DISTRICT
DISC GOLF AD HOC COMMITTEE MEETING RECAP
WEDNESDAY, OCTOBER 10, 2018 AT 4:30 PM**

**LOCATION:
Orangevale Community Center
6826 Hazel Avenue
Orangevale, CA 95662**

1. **CALL TO ORDER** *The meeting was called to order at 4:30 p.m.
Roll call: Director Montes, Director Meraz, Administrator Foell, Finance/HR Superintendent Von Aesch*

2. **PUBLIC DISCUSSION**
Any person may address the committee; however, any matter that requires action will be referred to staff and/or committee/Board of Directors for a report and action at a subsequent meeting. None.

3. **UNFINISHED BUSINESS**

4. **NEW BUSINESS**
 - A. Discussion and Committee Decision Regarding Recommending Approval of Pay to Play for the Shady Oaks Disc Golf Course
 - a. *Administrator Foell welcomed the twelve attendees and began by summarizing the history of Pay to Play to date and the reasons for considering establishing a Pay to Play at Shady Oaks. Reasons included; generating funding for development of the disc golf facilities, parking lot expansion, restroom renovations, environmental improvements, and marshalling/security at the course. He also noted the ongoing contribution of the Shady Oaks Disc Golf Club to clean, police, build, and organize various benefits.*
 - b. *Administrator Foell reviewed the proposed budget, adding that Pay to Play cannot work unless Bruce and Jenny Knisley from Final 9 Sports – the Disc Golf Course Concessionaire agree to increase their hours and staffing, accept revenue, issue passes, etc.*
 - c. *A group discussion followed about the cost that other sports and activities pay to rent fields, the similarities and differences of their circumstances and how it related to our disc golf course and the potential for Pay to Play.*
 - d. *Administrator Foell had everyone introduce themselves and share their connection and interest. The consensus was against Pay to Play, and most if not all agreed that the needs were real and something must be figured out to cover costs.*
 - e. *Other fund-raising ideas were tossed out: pay for parking, bake sales, donation box, tee advertising, volunteer work days.*
 - f. *Director Montez suggested Shady Oaks become a non-profit to allow them to apply for grants and scholarships. This would enable them to better collaborate with OVParks to complete projects.*
 - g. *Director Montez recommended the Board cease pursuing Pay to Play and look at other avenues for acquiring resources for the desired projects.*
 - h. *Administrator Foell summarized that based on the public that have participated in the Pay to Play discussion, the great majority have been against Pay to Play at the disc golf course. Administrator Foell then discussed how the idea originated including the need to have more park patrols to better control alcohol and marijuana use, and to finance large projects like the rest room and parking lot improvements which would be very difficult to fund in other ways. Also, that the high amount of foot traffic on the course continues to require more attention and resources to environmental issues.*

- i. *A comment was made that it's illegal to drink and smoke marijuana on the course and the increased fine due to the proximity of the school. It was suggested that this is the highest visited location in the District.*
- j. *Director Montez made a motion to recommend to the full Board to withdraw the proposal for Pay to Play for the Disc Golf Course and direct the District Administrator and staff to work with the Disc Golf Club and other members of the community to find alternative ways to meet the District's goals, which Director Meraz seconded.*
- k. *Administrator Foell thanked everyone for coming and for their comments. The committee moved this to the full Board for discussion and a vote at the December 2018 meeting.*

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

6. **ITEMS FOR NEXT AGENDA**

7. **ADJOURNMENT** *The meeting was adjourned at 6:01 p.m.*

STAFF REPORT



DATE: 11-8-18

TO: Board of Directors

FROM: Greg Foell, District Administrator

SUBJECT: **MONTHLY ACTIVITY REPORT – OCTOBER 2018**

ADMINISTRATION

- Administrator Foell and Board Member Montes attended the Orangevale Community Council meeting at the Orangevale Community Center.
- Administrator Foell met with the City of Citrus Heights staff to discuss the Electric Greenway Project.
- The Personnel/Policy Committee Meeting was held on October 3, 2018 with Directors Montes and Brunberg, Administrator Foell, and Superintendent Von Aesch in attendance.
- Administrator Foell met with Jim Oates regarding pay to play at the disc golf course.
- Administrator Foell met with representatives from Sunrise Recreation and Park District and Placer County regarding regional trails.
- The Disc Golf Ad Hoc Committee Meeting was held on October 10, 2018 with Directors Montes and Meraz, Administrator Foell, Superintendent Von Aesch and several members of the public in attendance.
- Park Supt. Oropeza conducted a District safety meeting on October 12, 2018.
- Administrator Foell attended a Camping in Parks Workshop at the Board of Supervisors on October 16, 2018.
- Jennifer Von Aesch held a Health Benefits Discussion with staff on October 17, 2018.

RECREATION

- Supervisor Bain attended the VFCAL swim league meeting.

October Activities	Enrollment	Attendance	Gross Revenue
Classes			
3-D Animation Skills			
Aiki Jujitsu	8		\$ 423.00
Aikido Teen/Adult	4		\$ 510.00
Aikido Youth	7		\$ 544.00
Ballet - Baby	5		\$ 210.00
Ballet - Pre Ballet	7		\$ 285.00
Basketball Carnegie	38		\$ 4,066.00
Basketball Gold River	33		\$ 3,531.00
Basketball Orangevale Open	29		\$ 3,072.00
Basketball Pasteur	38		\$ 4,004.00
Dance - East Coast Swing	2		\$ 104.00
Dynamic Volleyball	9		\$ 432.00
Gymnastics - Parent Participation	2		\$ 208.00
Gymnastics - Tot	2		\$ 211.00
Jazzercise		325	
Karate - Preschool	2		\$ 127.00

Karate - SA Shotokan	4		\$	587.00
Kids Ninja	2		\$	32.00
Mini Ninja	3		\$	246.00
Sunset Chef	5		\$	110.00
Tai-Chi Chuan	2		\$	90.00
TwirlSport Cheer	5		\$	269.00
TwirlSport Tumbling	14		\$	743.00
Ukulele	67		\$	67.00
Yoga for Grown-Ups	12		\$	606.00
Classes Sub Total	300	325	\$	20,477.00
Events				
Family Fright Night		500	\$	645.34
Kids Night Out	10		\$	220.00
Events Sub Total	10	500	\$	865.34
SENIORS				
Bridge	72		\$	72.00
Kayaking for Boomers	3		\$	213.00
Lifelong Learning Series		1		
M.O.V.E. mid-day movie		12		
Mens 50+ 3 on 3 basketball	9		\$	288.00
Senior Lunches		122		
Smartphone Training-Android		2		
Smartphone Training-iPhone		3		
Seniors Sub Total	84	140	\$	573.00
Trips				
Collett: Travel Presentation		17		
Discover What's new in San Francisco	2		\$	234.00
Heritage of America	2		\$	844.30
Trips Sub Total	4	17	\$	1,078.30
GRAND TOTAL	398	982	\$	22,993.64

October Gross Revenue Recap – October OTC (over-the-counter) revenue for combined recreation and facility rentals ended at \$39,340, \$8,340 over the projected amount. October recreation revenue came in at \$29,553, \$5,553 over the projected amount and facility revenue in came in at \$9,787, \$2,787 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 October.*

PROGRAM HIGHLIGHTS

- We had another successful Family Fright Night with over 500+ people showing up



- We have 138 middle school Basketball players

UPCOMING EVENTS

- November 2 Pajama Night
- November 16-17 Holiday Craft Fair
- December 7 Tree Lighting

SECURITY

Fulton-El Camino Park District Police Department
Monthly Status Report for: Orangevale Recreation and Park District
Reporting Period: 09/01/2018 to 09/30/2018

NOTICE TO APPEAR ISSUED:

2018-09-26 20:14 OV Community Park (Disc Golf)

V1: 9.36.067 SCO Park Hours Severity: Inf

PARKING VIOLATIONS ISSUED:

2018-09-16 09:03 Pecan Park

V1: 5200(a) CVC Display of two license plates required

PARKS

Park Infrastructure

All Parks

- Nelson continues to do playground inspections and repairs on site if necessary.
- Nelson and Bruce repaired approximately 50 feet of fence at the Horse Arena. Four Post were replaced.
- Doug and Horacio removed a large tree branch that failed at a neighbor's fence. Approximately 20 feet of fence will have to be fixed.
- Bruce, Horacio and Lucas removed a large hanging branch from a tree at Sundance Park.
- Horacio worked with Robert from Xtechs in the installation of approximately 50 feet of conduit for the camera system. Horacio is working with the contractor to finish the project.
- Staff fixed the door to the men's restroom at Disc Golf. The door was vandalized and removed from the entrance.
- Doug and Curtis removed approximately 20 yards of debris dumped in the north areas of the District Office parking lot.
- Staff repaired the men's restroom toilet valve at the Disc Golf bathrooms.

- Staff sprayed areas at of Palisades, Almond, Orangevale Community Center and Orangevale Community Park.

Mechanics

- Lucas continues to do basic maintenance on all vehicles.
- Doug welded two broken hinges from the Toro seeder.
- Lucas rewelded the hood hinges on one of the trim mowers.
- Lucas change the oil on the Ford F250.
- Replaced blades on Kubota Trim Mower.
- Lucas replaced throttle cable to a back-pack blower.

Park Irrigation

All Parks

- Nelson worked on the irrigation watering at the east side of the back-parking lot to OV Community Park.
- Nelson and other staff continue hand watering approx. 120 young trees every two weeks.
- Doug replaced all nestles at the dog park area for better coverage and less runoff water.
- Staff repaired 1 valve at Orangevale Community Park, Horse Arena, and Almond Park.
- Staff replaced 5 sprinklers at Orangevale Community Park, Palisades soccer field and Pecan Park.
- All irrigation has been seasonally adjusted.

Park Grounds

All Parks

- Staff continues with detail maintenance in all parks (mowing, edging and blowing).
- Curtis and Nelson helped in the cleaning of the overflow parking area for the Family Fright Night event.
- Doug aerified and reseeded the small dog area to Pecan Dog Park
- Doug and Scott used the gopher machine to treat gophers at Almond Park.

Other Reports

- Horacio Attended the Parks Supervisor's quarterly meeting. The discussion topic was new homeless law passed on camping on public space.
- Jimmie R., Daniel E., and Mike S., (part time staff) are off for the season.
- 120 yards of playground fiber were added to Almond playground.
- Doug and Curtis assisted in the set up and clean up for the Family Fright Night event.

STAFF REPORT



DATE: 11-8-18

TO: Board of Directors

FROM: Greg Foell, District Administrator

SUBJECT: PUBLIC HEARING: ORDINANCE 18-11-003, ADOPT ORDINANCE REGULATING ENCROACHMENTS UPON DISTRICT PROPERTY TO BE INCLUDED IN THE ORDINANCE CODE OF THE ORANGEVALE RECREATION & PARK DISTRICT

RECOMMENDATION

Conduct the public hearing for Ordinance 18-11-003, Ordinance Regulating Encroachments Upon District Property and adopt the ordinance.

BACKGROUND

The District desires to adopt an ordinance to regulate encroachments onto District property. An ordinance is required because: 1) It is a legally and judicially enforceable; 2) An ordinance more completely lays out the details of an encroachment permit and the law that allows enforcement of the permit. This Ordinance regulating encroachments upon District Property sets forth the procedures to be followed by a member of the public to obtain permission from the District to access District Property for the purpose of gaining access to other property, or for the purpose of constructing and/or maintaining any improvements, structures or objects which are partially located on District Property, easements, or rights of way including, but not limited to landscaping, building extensions, fences, retaining walls, culverts, pipelines, or other structures or improvements. This Ordinance also specifies the criteria that the District will utilize in issuing Encroachment Permits for authorized uses of District Property which do not interfere with the District's use of such property for the provision of public services. The District introduced and waived the first reading of Ordinance 18-11-003 at the October 11th Board of Directors meeting and then published a summary of the Ordinance in the Sacramento Bee on October 26, 2018 in preparation for the public hearing. The District will now hold the public hearing on Ordinance 18-11-003 and adopt the ordinance after the hearing.

RECOMMENDED MOTION

I move we adopt Ordinance 18-11-003, Ordinance Regulating Encroachments Upon District Property to be included in the Ordinance Code of the Orangevale Recreation & Park District.

ORANGEVALE RECREATION AND PARK DISTRICT

ORDINANCE NO. 18-11-003

ORDINANCE OF THE BOARD OF DIRECTORS OF THE ORANGEVAL RECREATION AND PARK DISTRICT REGULATING ENCROACHMENTS UPON DISTRICT PROPERTY

Be it ordained by the Board of Directors of the Orangevale Recreation and Park District as follows:

SECTION 1. **PURPOSE**

This Ordinance regulating encroachments upon District Property sets forth the procedures to be followed by a member of the public to obtain permission from the District to access District Property for the purpose of gaining access to other property, or for the purpose of constructing and/or maintaining any improvements, structures or objects which are partially located on District Property, easements, or rights of way including, but not limited to landscaping, building extensions, fences, retaining walls, culverts, pipelines, or other structures or improvements. This Ordinance also specifies the criteria that the District will utilize in issuing Encroachment Permits for authorized uses of District Property which do not interfere with the District's use of such property for the provision of public services.

The District's Operational Policies at Section 24 are hereby made a part of this Ordinance and incorporated herein by this reference.

SECTION 2. **AUTHORITY**

010 The District is authorized to adopt ordinances, pursuant to California Public Resources Code section 5786.1 (i).

020 The District is authorized to acquire, construct, improve, and maintain recreation facilities, including but not limited to, parks and open space pursuant to Public Resources Code section 5786 (c).

030 The District is authorized to adopt and enforce rules and regulations for the administration, operation, use and maintenance of recreation facilities, programs and services pursuant to Public Resources Code section 5786.1 (j).

040 The District is authorized to perform any acts necessary to carry out and exercise these powers pursuant to Public Resources Code section 5786.1 (m).

050 Public Resources Code section 5786.17 provides that violation of any rule, regulation, or ordinance adopted by the Board of Directors of the District is a misdemeanor punishable pursuant to Section 19 of the Penal Code, although any citation issued by the District for violation of a rule, regulation, or ordinance adopted by the District may be processed as an infraction pursuant to Section 17(d) of the Penal Code. This statute further provides that in order to protect property owned or managed by the District, the Board of Directors may confer on designated District employees the power to issue citations for misdemeanor and infraction violations of District rules, regulations or ordinances when committed on District property and in the presence of the employee issuing the citation.

SECTION 3 **DEFINITIONS**

010 As used in this ordinance, the terms listed below shall have the meanings assigned to them.

- A. "District Property" includes all or any part of District-owned property, rights of way and/or easements.
- B. "Encroach" means to construct, erect, place, store, or maintain in, over or under any District public place, property, facility, right-of-way, easement, roadway, parking strip, trail, open space and/or sidewalk, including the airspace above them, any structure, personal property or object of any kind or character, including but not limited to, building extensions or additions, fences, decks, retaining walls, landscaping, culverts, bridges, pipelines, or other structures or improvements, or personal property such as vehicles, trailers, boats or equipment. "Encroach" also means to obtain access over District Property for permissible purposes.
- C. "Encroachment" means any structure or object or improvement of any kind or character, including but not limited to, building extensions, fences, decks, retaining walls, landscaping, culverts, bridges, pipelines, or other structures or improvements, or personal property such as vehicles, trailers, boats or equipment located on District Property. "Encroachment" also means to obtain access over District Property for permissible purposes.
- D. "Excavation" means the movement or removal of earth, rock, pavement or other material in, on or under the ground. The term includes, but is not limited to auguring, backfilling, digging, ditching, drilling, grading, plowing-in, ripping, scraping, trenching and tunneling. Both an "Excavation" and the products of such an Excavation located on District Property shall constitute an "Encroachment."

SECTION 4. ENCROACHMENTS

010 Encroachments--Restricted

It is unlawful for any person to undertake any excavation or place an encroachment in, under or over any District Property whether or not currently improved, or to permit an encroachment to exist on District property except in the manner and mode provided in this Ordinance. An Encroachment Permit is required to encroach upon any portion of District public property.

The District will issue Encroachment Permits for authorized uses of District Property which do not interfere with the District's use of such property for the provision of public services. Such Encroachment Permits only permit limited access to District Property for temporary periods of time.

020 Exemptions

The provisions of this Ordinance shall not apply to work done by any person performing work for the District at its request.

030 Permit Application--Information Required

A District resident or property owner within the District must complete the District's form of Application for Encroachment Permit and receive an Encroachment Permit from the District in the following circumstances: (1) whenever a resident or property owner desires to install or construct physical improvements, including but not limited to building extensions or additions, landscaping, fencing, retaining walls, decks, culverts, bridges, pipelines, drainage channels or other structures or improvements on District Property; (2) whenever a District resident or property owner desires to secure temporary access over District Property in order to access other property; (3) whenever a District resident or property owner desires to place or store on District Property items of personal property such as vehicles, trailers, boats, or other equipment; (4) whenever a District resident or property owner desires to excavate, or deposit the displaced soil or rock from an excavation on District Property. The form of Application for Encroachment Permit is attached hereto, marked Exhibit A and incorporated herein by this reference. The Application requires the following information:

- A. Name and address of the applicant, the owner or other person responsible for the proposed encroachment, and the contractor or other person responsible for installing or constructing any physical improvements or conducting any excavation upon District Property;
- B. Location of the encroachment;
- C. Nature of the encroachment, whether for the purposes of constructing and/or maintaining structures or improvements on District Property,

utilizing District Property to secure access to other property, or for the purpose of placing or storing items of personal property on District Property;

- D. Estimated time for commencement and completion of any construction work or installation of improvements or excavation on District Property; and/or duration of access across District Property to obtain access to other property; and/or duration of proposed use of District Property for storage of personal property;
- E. Site plans showing location and relationship of proposed improvements to be constructed or installed on District Property, including excavation work;
- F. Other information as may be required by the District;
- G. Signature of the applicant, property owner, and contractor.

040 Permit Fee

The fees for processing and reviewing the permit application and conducting the necessary inspections shall be established by resolution of the Board of Directors.

050 Performance Security Required--Amount

- A. Prior to issuance of any encroachment permit authorizing construction and/or installation of any structure or improvement on District Property, or authorizing any excavation on District Property, such an applicant shall be required to deposit performance security with the District in the form of a performance bond, irrevocable letter of credit, or cash or cashier's check in the amount of ONE HUNDRED PERCENT (100%) of the estimated cost of the work to be performed pursuant to the encroachment permit. The estimated cost of the work shall be determined in writing by a licensed engineer or licensed contractor and is subject to the approval of the District. The security shall guarantee the faithful performance of all terms and conditions of the permit.
- B. If the amount of security is inadequate to restore or repair any damage to District property caused by incomplete or improper work done by the Permittee, the District may require Permittee to deposit additional security in an amount sufficient to pay the costs of any restoration of or repair to District Property. Failure by the Permittee to post additional security required by the District may result in revocation of the Encroachment Permit.

- C. The District, in its sole discretion, may waive or vary the security required by this Section for minor encroachments or utility installations.

060 Indemnification

The Permittee shall assume the defense of, and indemnify and save harmless, the District, its officers, employees and agents, and each and every one of them from and against all actions, liability, damages, claims, losses or expenses of every type and description to which it may be subjected or put to by reason of or resulting from: (1) the performance of, or failure to perform, the work or any other obligations of the Encroachment Permit by the Permittee, any subcontractor or the Permittee's agents or employees; (2) any alleged negligent act or omission of the Permittee, any subcontractor, the Permittee's agents or employees, in connection with any acts performed or required to be performed pursuant to the Encroachment Permit; (3) any dangerous or defective condition arising or resulting from any of the actions or omissions of the Permittee, Permittee's agents or employees in carrying out the provisions of the Encroachment Permit. This indemnification is effective and shall apply whether or not any such action is alleged to have been caused in part by the District as a party indemnified hereunder. This indemnification shall not include any claim arising from the sole negligence or willful misconduct of the District or its employees.

070 Insurance

If, in the opinion of the District, the construction, installation or excavation work, or the proposed use of District Property proposed in any permit application entails any undue risk of injury, death, or damage to any member of the public, the District may, prior to issuing such permit, require the applicant to provide proof of liability insurance in the amount specified by the District, naming the District, its employees, officers, officials, and volunteers as additional insureds.

Any applicant for an encroachment permit allowing construction, installation or excavation work on District Property shall certify that it, or its licensed contractor will have in place workers' compensation coverage for any and all employees or contractors performing such work, or will be self insured for such purposes.

080 Permit--Refusal or Revocation

- A. Any application for an encroachment permit may be denied, and any encroachment permit may be revoked, by written order of the District Administrator of the District, effective immediately, a copy of which shall be mailed to the Applicant/Permittee at the addresses specified in the permit, upon any one or more of the following grounds:
1. Violation of any of the provisions of this Ordinance;
 2. Misrepresentations of any material fact in the application;

3. Violation of the terms or conditions of the permit;
 4. Failure to provide sufficient performance security, or to increase the performance security provided when requested by District.
- B. Any encroachment permit may be revoked at any time, without cause, by resolution of the Board of Directors adopted after mailing a notice of intention to revoke the permit to the Permittee at the address specified in the permit at least ten days prior to the adoption of the resolution.

090 Delay or Defects in Construction or Installation of Improvements

If any work to be constructed or improvements to be installed on District Property constituting the encroachment are not completed within the time allowed by the Encroachment Permit, or are not constructed or maintained pursuant to District specifications as provided in the Encroachment Permit, the District shall notify the Permittee in writing of the deficiency. If the Permittee does not remedy the deficiency within the time specified in the written notice, the District shall have the following options: (1) immediately revoke the Encroachment Permit; (2) utilize the Permit to use performance security to complete the work in a timely fashion, whether by notifying the surety on the performance bond to complete the work, or utilizing cash deposits or the revocable letter of credit to reimburse the District for its costs to complete any such work in a timely fashion and in accordance with the conditions of the Encroachment Permit

100 Costs of Completion And/Or Repair Deducted From Performance Security

If the District completes, remedies, repairs or removes any structure, object, improvement or excavation constituting an encroachment on District Property as provided herein, all costs incurred by District in performing such work shall be deducted from the Permittee's performance security. If the amount of the performance security is insufficient to fully reimburse the District for all costs incurred in completing, repairing, or removing such work, the Permittee shall be liable for reimbursement to the District of all costs incurred by District in completing the construction, installation, alteration and/or repair of the improvements or excavation constituting the encroachment. If the amount of performance security posted by the Permittee is insufficient to cover such additional costs, District will require an additional cash deposit from Permittee in an amount sufficient to reimburse the District in full for all such costs incurred. Failure of the Permittee to post such additional security when required by District will result in revocation of the Encroachment Permit.

101 Performance Security--Refund

Upon satisfactory completion of all the terms and conditions of the Encroachment Permit, any remaining portion of the performance security shall be returned to the

Permittee. Unless required by prior agreement or law, the amount returned will not include interest.

102 Appeal

- A. The actions of the District Administrator in refusing to issue an encroachment permit, failing to act upon an application for an encroachment permit within thirty (30) days after it is filed and deemed complete by the District Administrator, imposing unreasonable terms or conditions on the permit, or revoking an encroachment permit may be appealed to the Board of Directors by filing a notice of appeal with the clerk of the board within ten days following the action being appealed.
- B. The notice shall state one or more of the grounds for an appeal set forth in this section relied on by the appellant. The clerk shall within thirty (30) days of notice schedule the appeal to be heard by the Board of Directors and shall notify the appellant and the District Administrator of the date and time of the hearing on the appeal. At the time fixed for the hearing, the Board of Directors may take such action on the permit as th Board finds just and may continue the hearing on the appeal from time to time by order entered into its minutes specifying the date and time of the continued hearing.

103 Severability

If any section, subsection, clause, phrase, or portion of this Ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance. The District Board of Directors hereby declares that it would have adopted this Ordinance and each section, subsection, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, clauses, phrases, or portions be declared invalid or unconstitutional.

104 Violation

- A. Any person violating any provision of this Ordinance shall be guilty of an infraction and shall be punishable by a fine not exceeding one hundred dollars (\$100.00) for the first violation, and a fine not exceeding two hundred dollars (\$250.00) for a second violation within one (1) year. The third and each successive violation of this Ordinance in the period of one (1) year shall constitute a misdemeanor and shall be punishable by a fine not to exceed five hundred dollars (\$500.00) or by imprisonment in the county jail for a term not to exceed six (6) months, or by both such fine and imprisonment. Each day any violation of this Ordinance continues shall constitute a separate offense.

- B. The violation of any provision of this Ordinance shall constitute a public nuisance subject to abatement in any manner authorized by law.

SECTION 5. EFFECTIVE DATE

This Ordinance shall become effective thirty (30) days from and after its final passage and adoption, provided it is published in full within fifteen (15) days after its adoption in a newspaper of general circulation within the District.

This Ordinance was introduced and the title thereof read at the regular meeting of Orangevale Recreation and Park District Board of Directors on October 11, 2018, and further reading was waived.

A Summary of Ordinance summarizing the provisions of this Ordinance as introduced, and providing notice of the date of the regular meeting of the Board of Directors of the District at which this Ordinance was proposed to be adopted, was published in a newspaper of general circulation throughout the District on November __, 2018.

On a motion by _____, seconded by _____, the foregoing ordinance was passed and adopted by the Board of Directors of the Orangevale Recreation and Park District this November 8, 2018, by the following vote:

AYES:	DIRECTORS:
NOES:	DIRECTORS:
ABSTAIN:	DIRECTORS:
ABSENT:	DIRECTORS:

President of the Board

DISTRICT CLERK

ORANGEVALE RECREATION AND PARK DISTRICT

ENCROACHMENT PERMIT

No. _____

Date: _____

To: _____

In response to your Application for Permit, and subject to all the terms, conditions and restrictions written below, the General Provisions attached hereto, or any and all printed general and special specifications, PERMISSION IS HEREBY GRANTED TO

_____ (hereinafter referred to as the "Permittee") by Orangevale Recreation and Park District (hereinafter referred to as the "District"), to encroach upon District's Property described as _____

and as depicted in Exhibit B attached hereto, for the following purposes : _____

TERMS, CONDITIONS AND RESTRICTIONS:

1. Permittee shall comply with District's Encroachment Ordinance No. 18-19-____, a copy of which is attached hereto and incorporated herein by this reference.
2. District Property subject to the encroachment shall be restored to its condition as of the date of the issuance of this Permit, or better.
3. Any and all construction work performed, and/or improvements installed, and or excavation conducted on District Property pursuant to this Permit shall be constructed and completed to the satisfaction of District, which shall be notified before any work is started by advising the District Administrator in writing.
4. Permittee's use of District Property is limited to those purposes and those activities specifically described in this Permit. Permitted use of District Property for access purposes, or for storage of personal property must comply with all conditions of usage imposed by the District and is subject to the satisfaction of the District. Failure of Permittee to comply with this condition may result in revocation of this Permit.
5. Administrative costs incurred by the District in reviewing Permittee's Application for Encroachment Permit and issuing this Encroachment Permit, together with all costs of any inspections required by the District due to activities conducted by Permittee on

District Property pursuant to this Permit shall be estimated by District and such amounts shall be deposited by Permittee with District prior to the issuance of this Permit as the Permit Fee.

6. The District assumes no maintenance responsibility for the construction work, improvements, excavation or other encroachments permitted on District Property pursuant to the terms of this Permit. The Permittee assumes any and all maintenance responsibility for the Property subject to the encroachment during the term of the permitted encroachment, including any construction work, excavation work or improvements constructed on the Property, so long as such encroachment is permitted on District Property.
7. The Permittee shall assume the defense of, and indemnify and save harmless, the District, its officers, employees and agents, and each and every one of them from and against all actions, liability, damages, claims, losses or expenses of every type and description to which it may be subjected or put to by reason of or resulting from: (1) the performance of, or failure to perform, the work or any other obligations of this Permit by the Permittee, any subcontractor or the Permittee's agents or employees; (2) any alleged negligent act or omission of the Permittee, any subcontractor, the Permittee's agents or employees, in connection with any acts performed or required to be performed pursuant to this Permit; (3) any dangerous or defective condition arising or resulting from any of the actions or omissions of the Permittee, Permittee's agents or employees in carrying out the provisions of this Permit. This indemnification is effective and shall apply whether or not any such action is alleged to have been caused in part by the District as a party indemnified hereunder. This indemnification shall not include any claim arising from the sole negligence or willful misconduct of the District or its employees. This indemnification shall survive the termination of this Permit.
8. Upon completion of the activities and purposes specified herein, the Permittee shall contact the designated representative of the District, who will specify an expiration date for this Encroachment Permit.
9. This Permit 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. The Encroachment Permit General Provisions attached hereto as Exhibit A are hereby incorporated herein by this reference.
10. This Permit authorizes Permittee to encroach on District Property for the purposes specified herein until such purposes and activities have been completed, but in no event later than _____, 201_. This Encroachment Permit expires as of that date. If this Encroachment Permit is issued for a permanent improvement, this Permit may be issued as a perpetual permit.

ORANGEVALE RECREATION AND PARK DISTRICT

By: _____

I agree to abide by all terms and conditions of this Encroachment Permit and District Ordinance No. 18-19-__.

Permittee

EXHIBIT A

ORANGEVALE RECREATION AND PARK DISTRICT ENCROACHMENT PERMIT GENERAL PROVISIONS

1. Definition: The term “encroachment” as used in this Permit is as defined in District’s Encroachment Ordinance No. 18-19-__ (hereinafter the “Encroachment Ordinance”). This Permit is revocable on five days notice.
2. Acceptance of Provisions: It is understood and agreed by the Permittee that the doing of any work, or the performance of any activity, or the granting of any access to or usage of District Property under the authority of this Permit shall constitute an acceptance by Permittee of the provisions, terms and conditions of this Permit and the District’s Encroachment Ordinance.
3. No Precedent Established: This Permit is granted upon the condition that the permission granted to use District Property for the purposes specified herein shall not be construed as establishing any precedent with respect to what constitutes permissible uses of District Property.
4. Notice Prior to Commencing Use: Notice shall be given to District at least two days in advance of the date Permittee’s use of District Property pursuant to this Permit is to begin.
5. Keep Permit on the Site: This Permit shall be kept at the site of the encroachment on District Property permitted hereby, and must be shown to any representative of the District or any law enforcement officer on demand.
6. Storage of Personal Property, Equipment, and Material: No personal property, equipment, or any other material shall be stored on District Property except as otherwise authorized by this Permit.
7. Clean Up District Property: Upon completion of the use of the District Property permitted hereby, Permittee shall remove all debris (soil, concrete, pavement, wood, etc.), rubbish, or other materials and District Property subject to the encroachment shall be restored to its condition as of the date the Permit was issued.
8. Satisfaction of District: Any work constructed, excavation work performed, or improvements installed within the encroachment shall be completed to the satisfaction of the District. District may periodically inspect the District Property subject to the encroachment, and the cost of any such inspection shall be reimbursed to District out of the deposit paid by Permittee upon the issuance of this Permit.
9. Insurance Requirements: In order to fund Permittee’s indemnity obligations under Section 7 of the Permit, Permittee shall carry and maintain during the life of this Permit,

such public liability, property damage and contractual liability insurance and workers' compensation insurance as specified below:

- A. Public Liability and Property Damage Insurance. The Permittee shall 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 a minimum amount not less than a combined single limit of One Million Dollars (\$1,000,000.00) for one or more persons injured and property damaged in each occurrence.

The public liability and property damage insurance furnished by the Permittee shall also name the District as an additional insured and shall directly protect, as well as provide the defense for the District, its officers, agents and employees, as well as the Permittee, all subcontractors and suppliers, if any, from all suits, actions, damages, losses or claims of every type and description to which they may be subjected by reason of, or resulting from the Permittee's operations in the activities and purposes authorized by this Permit, and all insurance policies shall so state. Said insurance shall also specifically cover the contractual liability of the Permittee. Said insurance shall also specify that it acts as primary insurance.

If the Permittee fails to maintain such insurance, this Permit may be revoked at the discretion of District on written notice to Permittee.

- B. Workers' Compensation Insurance: If the Permittee's Application for Encroachment Permit proposes that construction, excavation, or installation of improvements be performed on District Property, then Permittee or Permittee's contractor shall be permissibly self-insured or shall carry full workers' compensation insurance coverage for all persons employed, either directly or through subcontractors, in carrying out the activities and/or purposes contemplated by this Permit, in accordance with the Workers' Compensation Insurance Act contained in the Labor Code of the State of California.

If the Permittee fails to maintain such insurance, this Permit may be revoked at the discretion of District on written notice to Permittee.

By execution of this Permit, the Permittee certifies as follows:

"I am aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for workers' 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 Permit, the Permittee agrees to furnish to the District a certified copy of the insurance policies it or its contractor has obtained for public liability, property damage and workers' compensation insurance set forth above for the period covered by this Permit. Such insurance shall be placed with an insurance carrier acceptable to the District under terms satisfactory to the District. Said certified policies of insurance shall be furnished to the District prior to commencing the activities and/or purposes contemplated by this Permit. Each such certified policy 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 notification of such cancellation or reduction.

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

10. Performance Bond: If the terms of this Permit allow the Permittee to conduct construction, installation or excavation activity on District Property, the Permittee shall, prior to issuance of this Permit, file with District a performance bond, cash deposit, or irrevocable letter of credit in lieu of bond, in the amount of one hundred percent (100%) of the estimated cost of the construction, installation or excavation work to be performed on District Property pursuant to the terms of this Permit. Any such bond or irrevocable letter of credit shall name District as Obligee. Failure to comply with these requirements will result in revocation of this Permit.
11. Making Repairs: Repairs to District Property necessitated by Permittee's use of District Property shall be performed by employees of the District and the expenses thereof shall be charged to Permittee. All costs incurred by District with respect to laborers, supervisors and inspectors with respect to such repair work shall be reimbursed to District out of the cash deposit paid by Permittee upon issuance of this Permit. To the extent such deposit exceeds the costs incurred by the District in issuing this Permit, inspecting the Property, and repairing the Property, if necessary, will be refunded to Permittee upon the expiration of this Permit.

The District will give reasonable notice of its election to make such repairs. If the District does not so elect, the Permittee shall make such repairs promptly at its sole expense. In every case, the Permittee shall be responsible for restoring any portion of District Property which has been disturbed to its former condition as of the date of issuance of this Permit.

12. Maintenance: The Permittee agrees by the acceptance of this Permit to exercise reasonable care to maintain the Property subject to this encroachment in the condition in which the Property existed as of the date of the issuance of this Permit, and any improvements placed thereon during the period of the permitted encroachment as authorized by the terms of this Permit. The Permittee shall undertake all such maintenance and/or repairs at its own expense.

13. Relocation: Relocation of any improvement constructed upon District Property pursuant to this Encroachment Permit, if required by future District operations, shall be at the sole expense of the Permittee. The District shall provide Permittee with notice as to the date by which any improvements constructed pursuant to the Encroachment Permit must be removed or relocated. If Permittee fails to remove or relocate any such improvement within such period of time, District may remove or relocate such improvement in its discretion and charge the costs thereof to Permittee, which costs Permittee hereby agrees to reimburse to District upon demand. District may also exercise its rights to revoke this Permit.

I agree to abide by the above terms.

Dated:

Permittee

STAFF REPORT



DATE: 11-8-18

TO: Board of Directors

FROM: Greg Foell, District Administrator

**SUBJECT: PUBLIC HEARING: APPROVAL OF THE ORANGEVALE
COMMUNITY PARK MASTER PLAN**

RECOMMENDATION

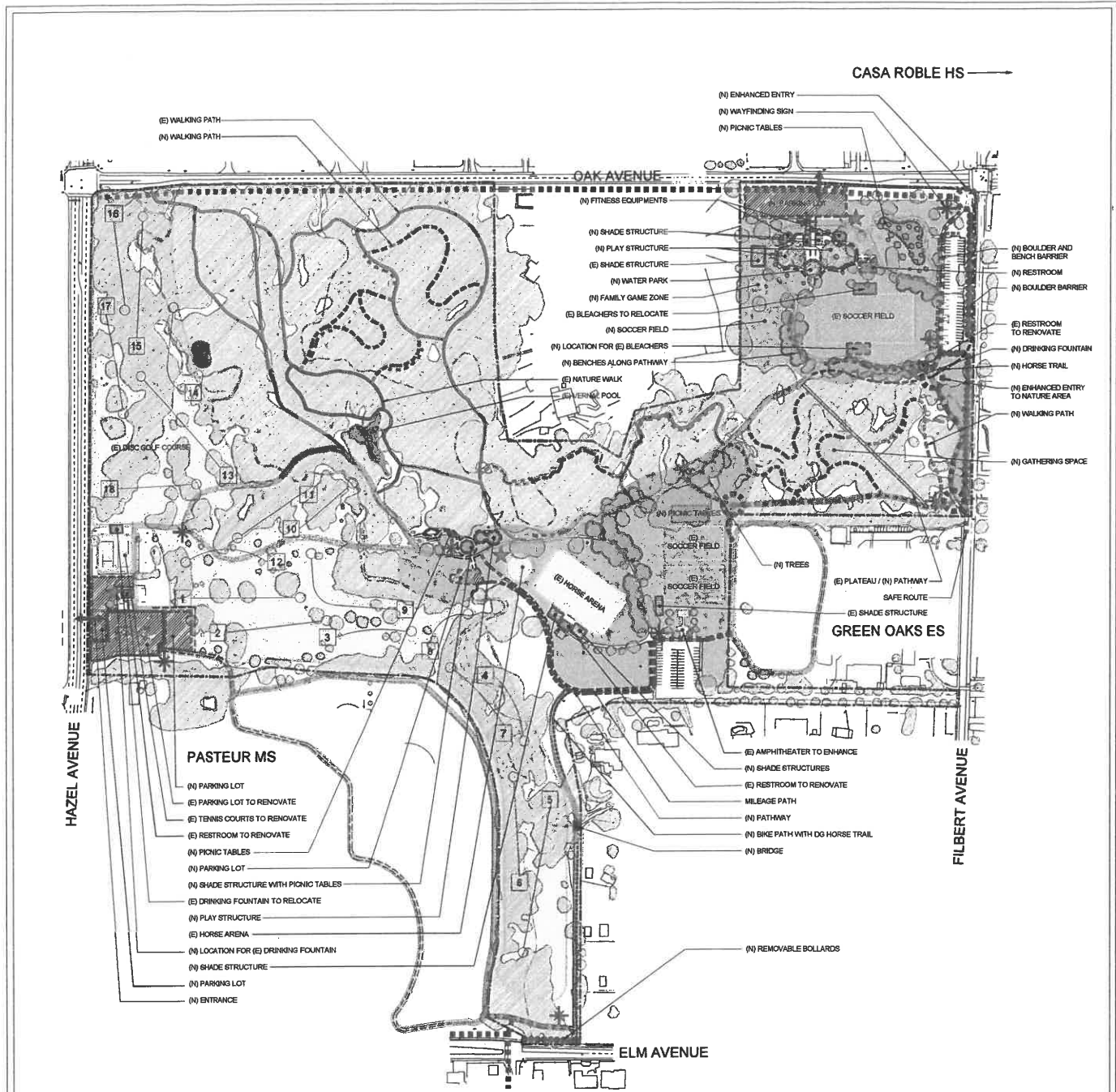
Conduct the public hearing and approve the Orangevale Community Park Master Plan.

BACKGROUND

The District has taken public input at five advertised public meetings and through community surveys. The master plan has been revised based on the public input received and the final master plan will be presented to the Board of Directors for approval at the November 8, 2018 Board of Directors meeting. One of the significant challenges and goal of the plan was to consider opportunities to integrate each of the major areas into the whole and connect them in a way that provides a more synergistic appeal to the public. The master plan process to date has developed six area plans within the 76-acre park which are included for reference. Peter Larimer from MTW Architects will present the area plans and cost estimates for the major elements. After the staff presentation the Board will conduct the public hearing. After the public hearing, the Board will provide any final direction and then move to adopt the final master plan for Orangevale Community Park.

RECOMMENDED MOTION

I move we approve the Orangevale Community Park Master Plan.



KEY	LEGEND	KEY	LEGEND	KEY	LEGEND
	NEW ENHANCED ENTRY		EXISTING WALKING PATH		NEW EQUIPMENT / SITE FURNITURE
	NEW ENTRANCE		NEW WALKING PATH		EXISTING VERNAL POOL
	SAFE ROUTE		EXISTING NATURE WALK WITH SIGNAGE TO BE RE-DONE		EXISTING INFRASTRUCTURES TO RELOCATE
	NEW TRAFFIC BARRIER		NEW FACILITIES		NEW LOCATION FOR EXISTING INFRASTRUCTURES
	NEW BOULDER AND BENCH BARRIER		NEW RESTROOMS		NEW PARKING LOT
	NEW BENCHES ALONG PATHWAY		EXISTING FACILITIES		EXISTING PARKING LOT TO RENOVATE
	NEW WAYFINDING SIGN		EXISTING RESTROOMS RENOVATION NEEDED		NEW TREES
	MILEAGE PATH		DISC GOLF TEE BOX AND BASKET		DRINKING FOUNTAIN
	NEW PATHWAY		(N) REMOVABLE BOLLARDS		BRIDGE
	NEW HORSE TRAIL				
	EXISTING RAILROAD PLATEAU				
	NEW ROADWAY				



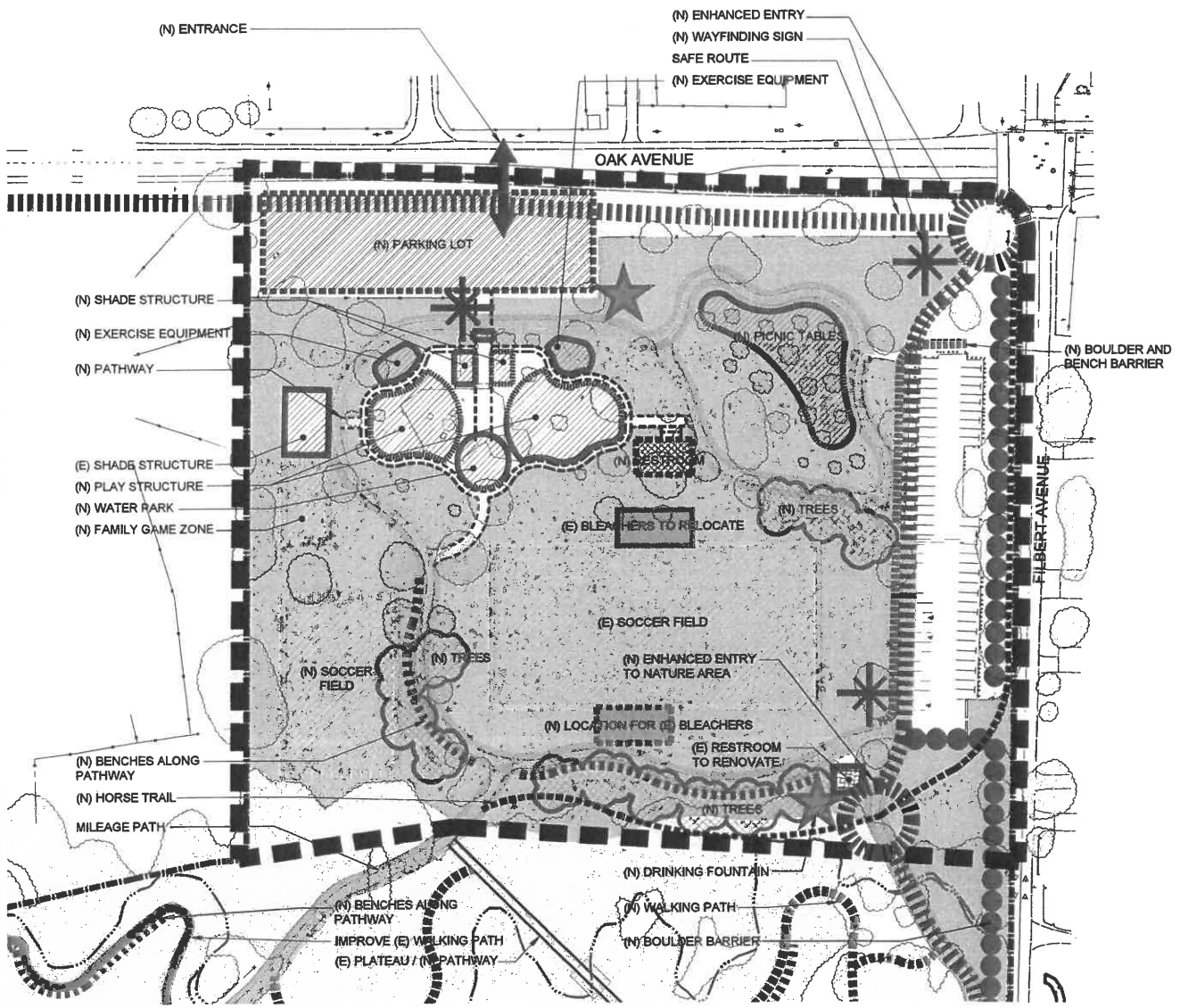
ORANGEVALE COMMUNITY PARK

MASTER PLAN

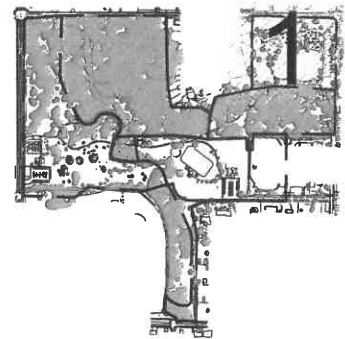
ORANGEVALE RECREATION AND PARK DISTRICT
ORANGEVALE, CA



CASA ROBLE HS →



KEY	LEGEND	KEY	LEGEND	KEY	LEGEND
	NEW ENHANCED ENTRY		EXISTING WALKING PATH TO IMPROVE		NEW PARKING LOT
	NEW ENTRANCE		NEW FACILITIES		NEW TREES
	SAFE ROUTE		NEW RESTROOMS		NEW WAYFINDING SIGN
	NEW BOULDER BARRIER		EXISTING FACILITIES		NEW DRINKING FOUNTAIN
	NEW BOULDER AND BENCH BARRIER		NEW EQUIPMENT / SITE FURNITURE		
	NEW BENCHES ALONG PATHWAY		EXISTING INFRASTRUCTURES TO RELOCATE		
	MILEAGE PATH		NEW LOCATION FOR EXISTING INFRASTRUCTURES		
	NEW PATHWAY		NEW HORSE TRAIL		
	EXISTING PLATEAU / NEW PATHWAY				

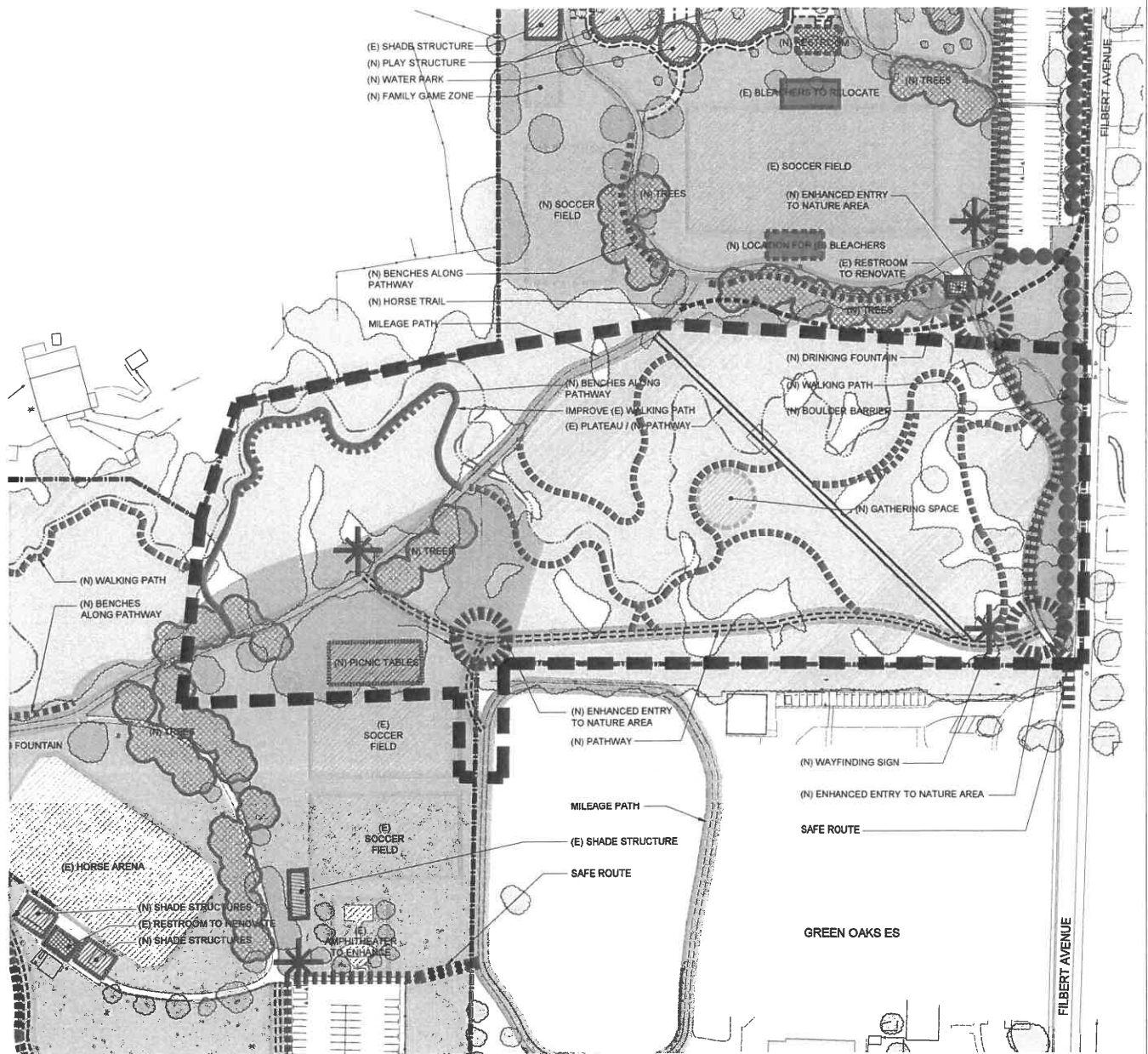


ORANGEVALE COMMUNITY PARK

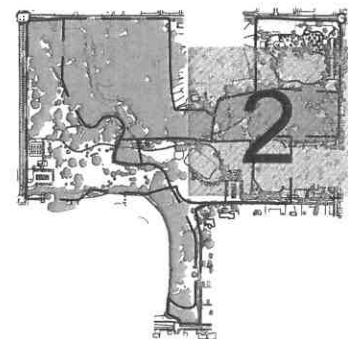
MASTER PLAN - OAK AND FILBERT ACTIVE REC AREA

ORANGEVALE RECREATION AND PARK DISTRICT
ORANGEVALE, CA

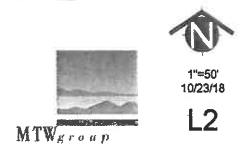
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10/23/18
L1

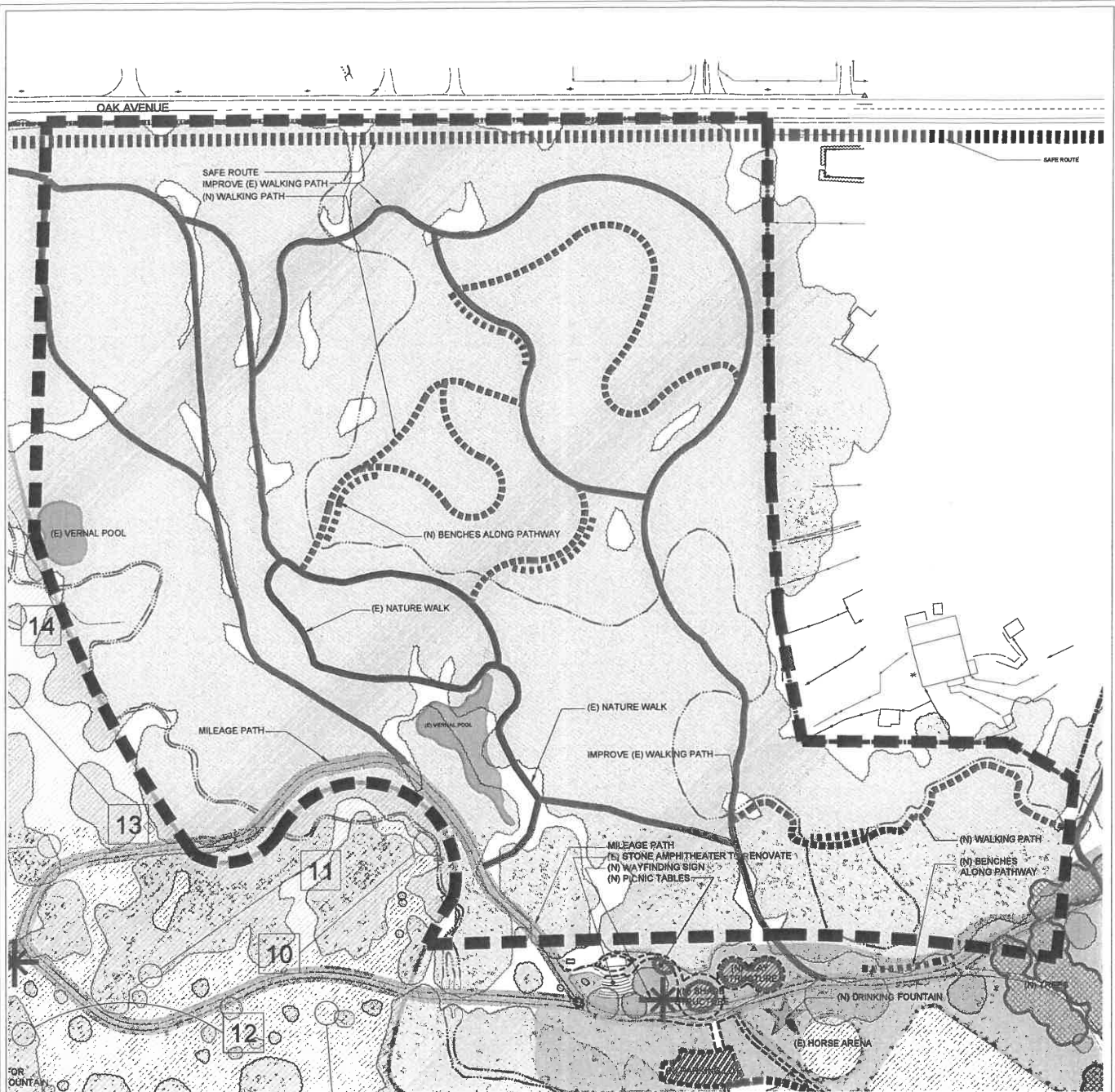


KEY	LEGEND	KEY	LEGEND	KEY	LEGEND
	SAFE ROUTE		EXISTING PLATEAU / NEW PATHWAY		NEW WAYFINDING SIGN
	NEW BOULDER BARRIER		EXISTING FACILITIES		NEW TREES
	MILEAGE PATH		NEW FACILITIES		EXISTING RESTROOMS RENOVATION NEEDED
	NEW PATHWAY		EXISTING EQUIPMENT / SITE FURNITURE		
	NEW BOULDER AND BENCH BARRIER		NEW EQUIPMENT / SITE FURNITURE		
	NEW BENCHES ALONG PATHWAY		NEW HORSE TRAIL		
	EXISTING WALKING PATH				
	NEW WALKING PATH				

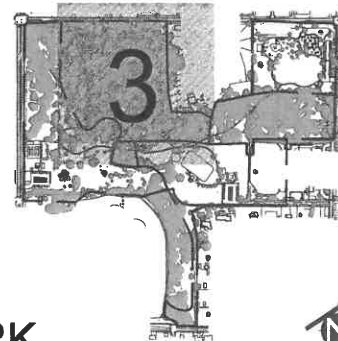


ORANGEVALE COMMUNITY PARK
MASTER PLAN - FILBERT AVENUE NATURE AREA
 ORANGEVALE RECREATION AND PARK DISTRICT
 ORANGEVALE, CA





KEY	LEGEND	KEY	LEGEND	KEY	LEGEND
	SAFE ROUTE		MILEAGE PATH		NEW WAYFINDING SIGN
	EXISTING WALKING PATH		NEW PATHWAY		NEW DRINKING FOUNTAIN
	NEW WALKING PATH		EXISTING FACILITIES		DISC GOLF TEE BOX AND BASKET
	EXISTING NATURE WALK WITH SPACE TO BE DONE		NEW EQUIPMENT / SITE FURNITURE		
	NEW TREES		NEW PARKING LOT		
	NEW BENCHES ALONG PATHWAY		NEW ROADWAY		

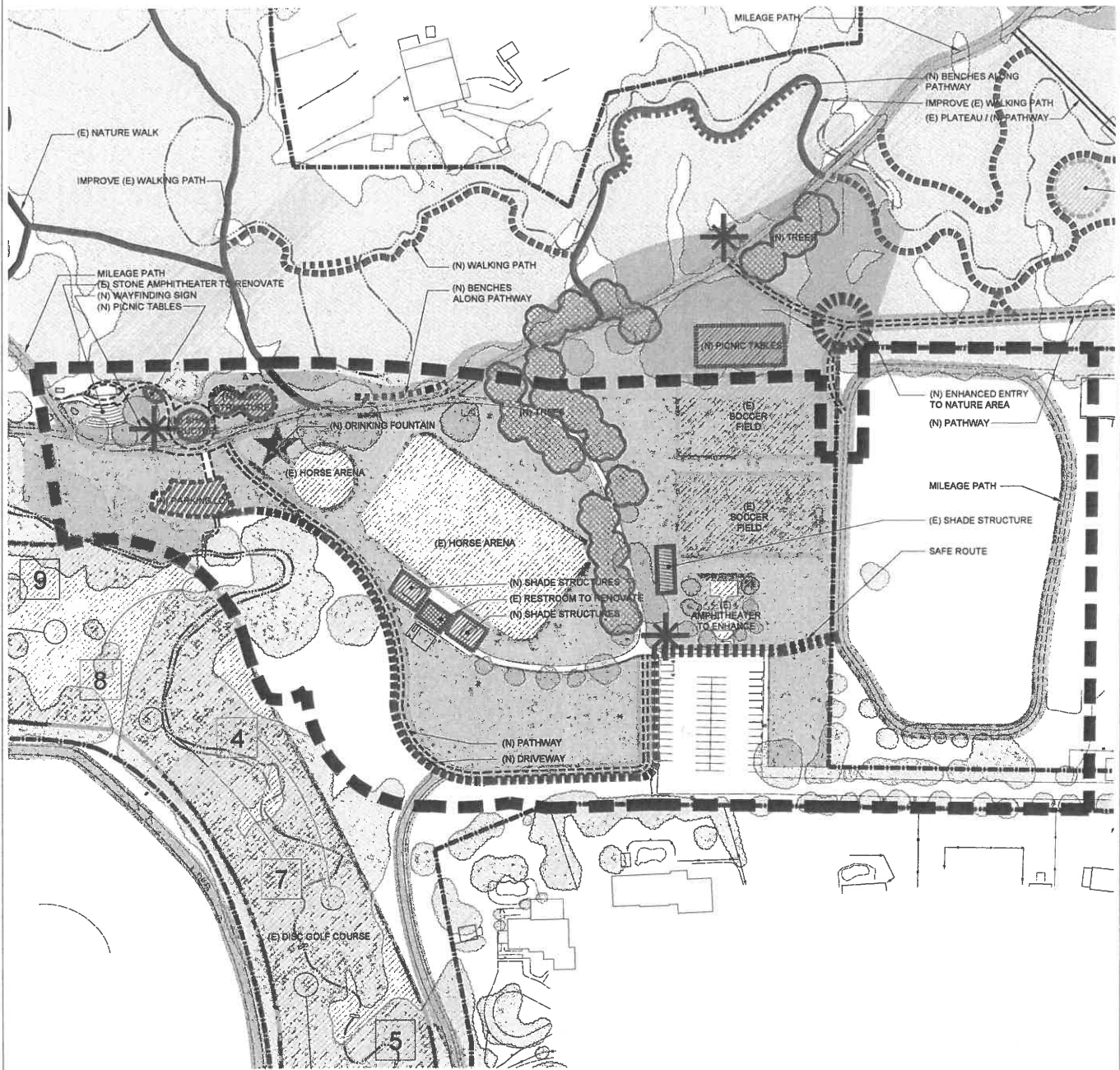


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L3

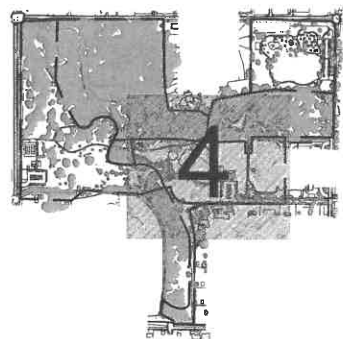
MTWgroup



ORANGEVALE COMMUNITY PARK
MASTER PLAN - OAK AVENUE NATURE AREA
 ORANGEVALE RECREATION AND PARK DISTRICT
 ORANGEVALE, CA



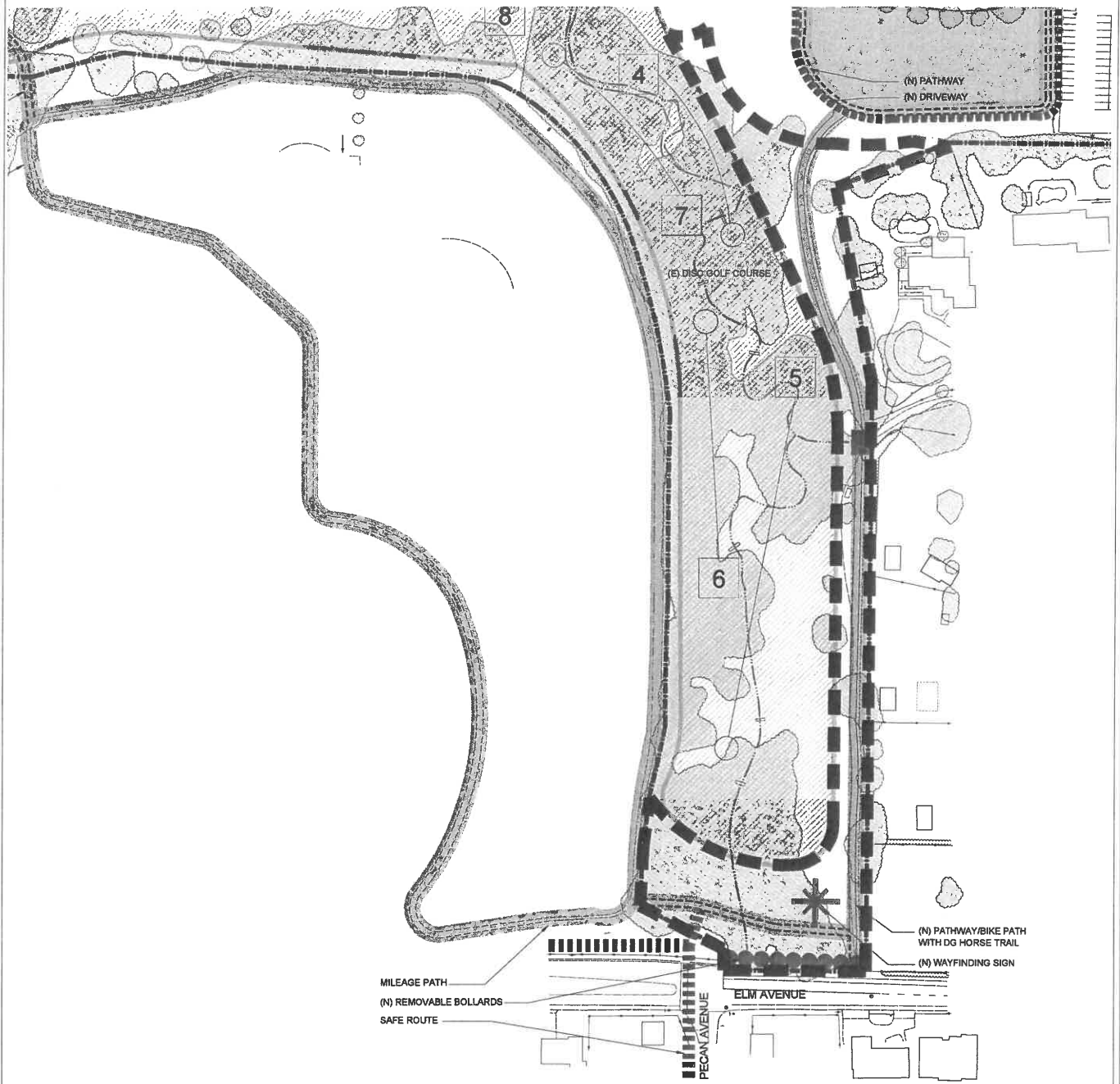
KEY	LEGEND	KEY	LEGEND	KEY	LEGEND
	MILEAGE PATH		EXISTING FACILITIES		SAFE ROUTE
	NEW PATHWAY		EXISTING RESTROOMS RENOVATION NEEDED		NEW WAYFINDING SIGN
	NEW ROADWAY		EXISTING EQUIPMENT / SITE FURNITURE		DISC GOLF TEE BOX AND BASKET
	EXISTING MATURE WALK WITH STORAGE TO BE RE-DONE		NEW EQUIPMENT / SITE FURNITURE		NEW DRINKING FOUNTAIN
	EXISTING WALKING PATH		NEW PARKING LOT		
	NEW WALKING PATH		NEW TREES		



1"=50'
 10/23/18
L4
 MTWgroup



ORANGEVALE COMMUNITY PARK
MASTER PLAN - HORSE ARENA AREA
 ORANGEVALE RECREATION AND PARK DISTRICT
 ORANGEVALE, CA



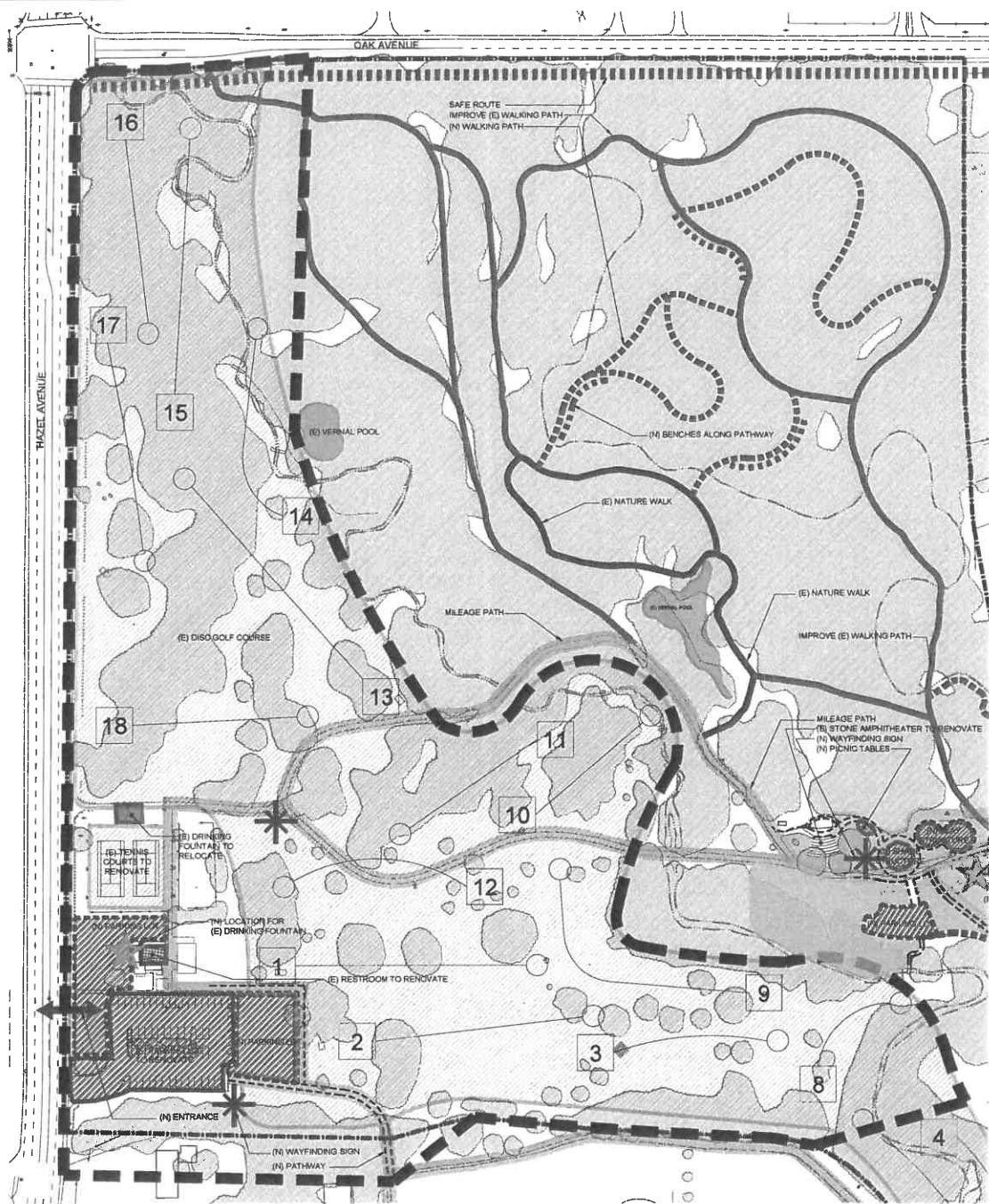
MILEAGE PATH
 (N) REMOVABLE BOLLARDS
 SAFE ROUTE
 (N) PATHWAY/BIKE PATH WITH DG HORSE TRAIL
 (N) WAYFINDING SIGN
 ELM AVENUE
 PECAN AVENUE

KEY	LEGEND	KEY	LEGEND
	SAFE ROUTE		NEW WAYFINDING SIGN
	NEW REMOVABLE BOLLARDS		DISC GOLF TEE BOX AND BASKET
	MILEAGE PATH		BRIDGE
	NEW PATHWAY		
	NEW ROADWAY		
	EXISTING FACILITIES		

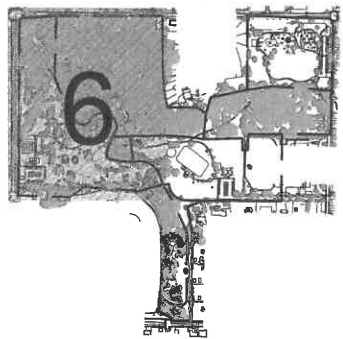


ORANGEVALE COMMUNITY PARK
MASTER PLAN - ELM AVENUE ENTRANCE
 ORANGEVALE RECREATION AND PARK DISTRICT
 ORANGEVALE, CA

1"=50'
 10/23/18
 L5
 MTWgroup



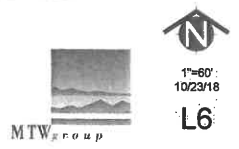
KEY	LEGEND	KEY	LEGEND	KEY	LEGEND
	SAFE ROUTE		EXISTING RESTROOMS RENOVATION NEEDED		EXISTING VERNAL POOL
	MILEAGE PATH		NEW PARKING LOT		DISC GOLF TEE BOX AND BASKET
	EXISTING WALKING PATH		EXISTING PARKING LOT TO RENOVATE		NEW WAYFINDING SIGN
	NEW WALKING PATH		EXISTING DRINKING FOUNTAIN		NEW ENTRANCE
	EXISTING NATURE WALK WITH SIGNAGE TO BE RE-DONE		EXISTING FACILITIES		NEW LOCATION FOR DRINKING FOUNTAIN
	NEW PATHWAY		NEW EQUIPMENT / SITE FURNITURE		
	NEW ROADWAY		NEW BENCHES ALONG PATHWAY		

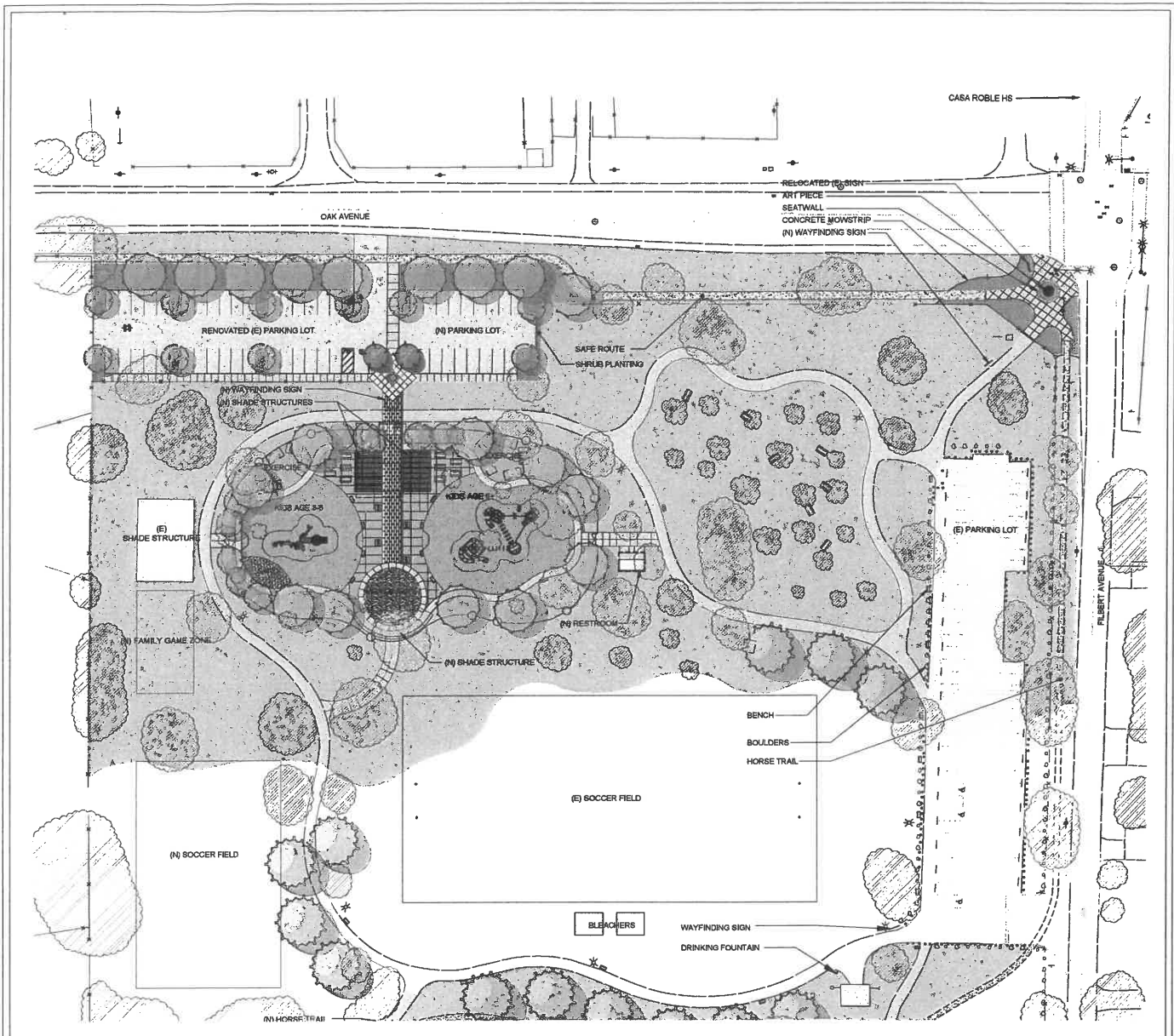


ORANGEVALE COMMUNITY PARK

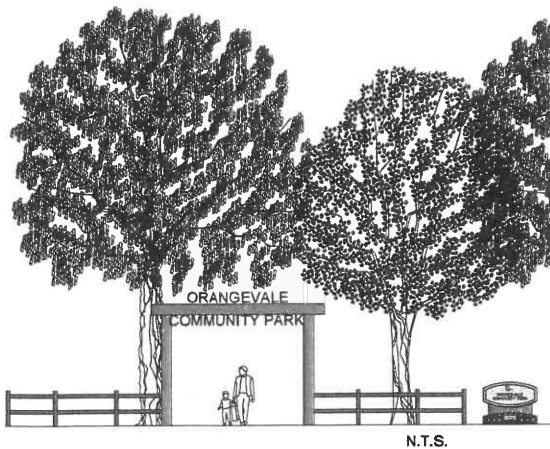
MASTER PLAN - DISC GOLF RESOURCES

ORANGEVALE RECREATION AND PARK DISTRICT
ORANGEVALE, CA



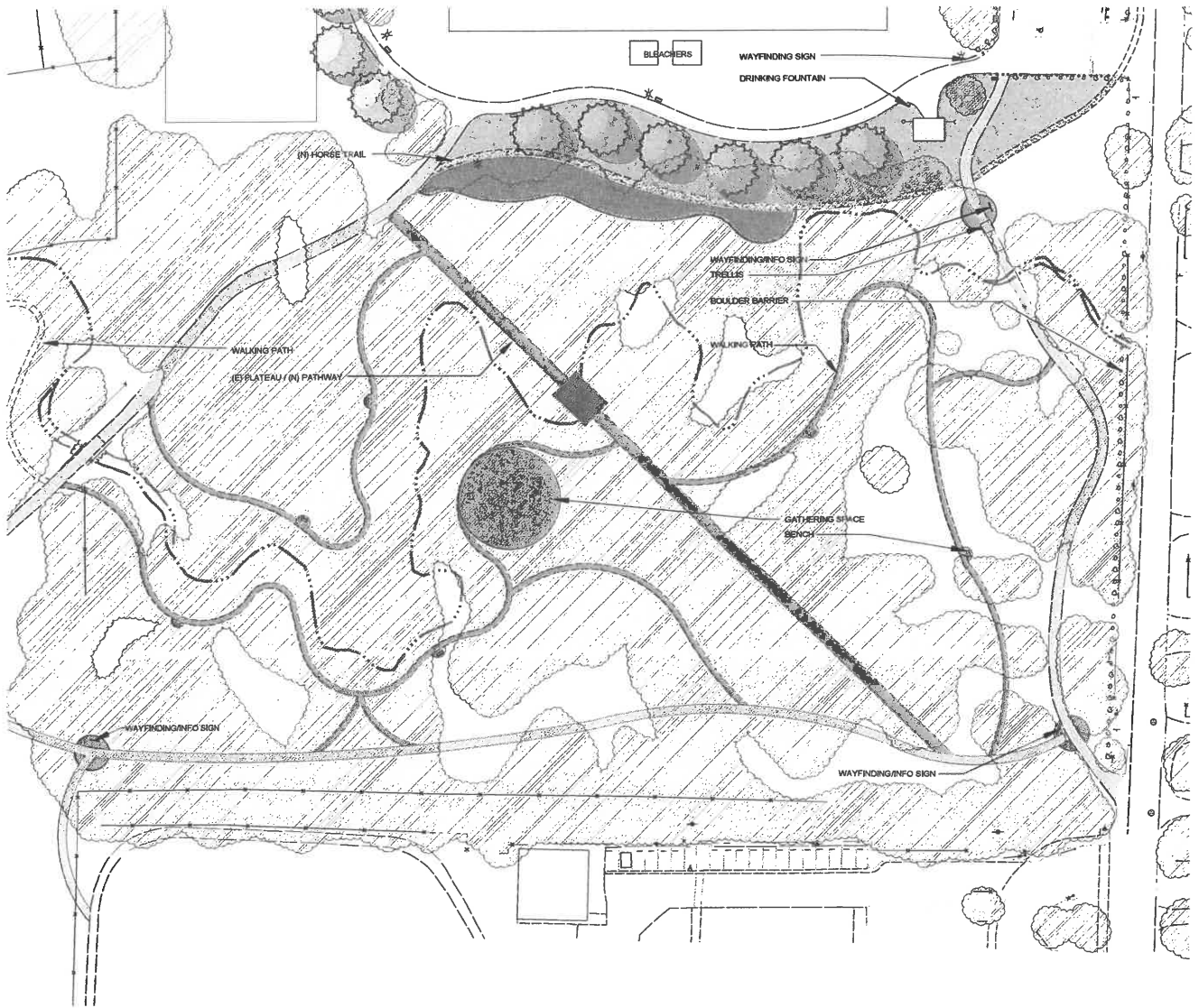


ENTRANCE DESIGN CONCEPTS



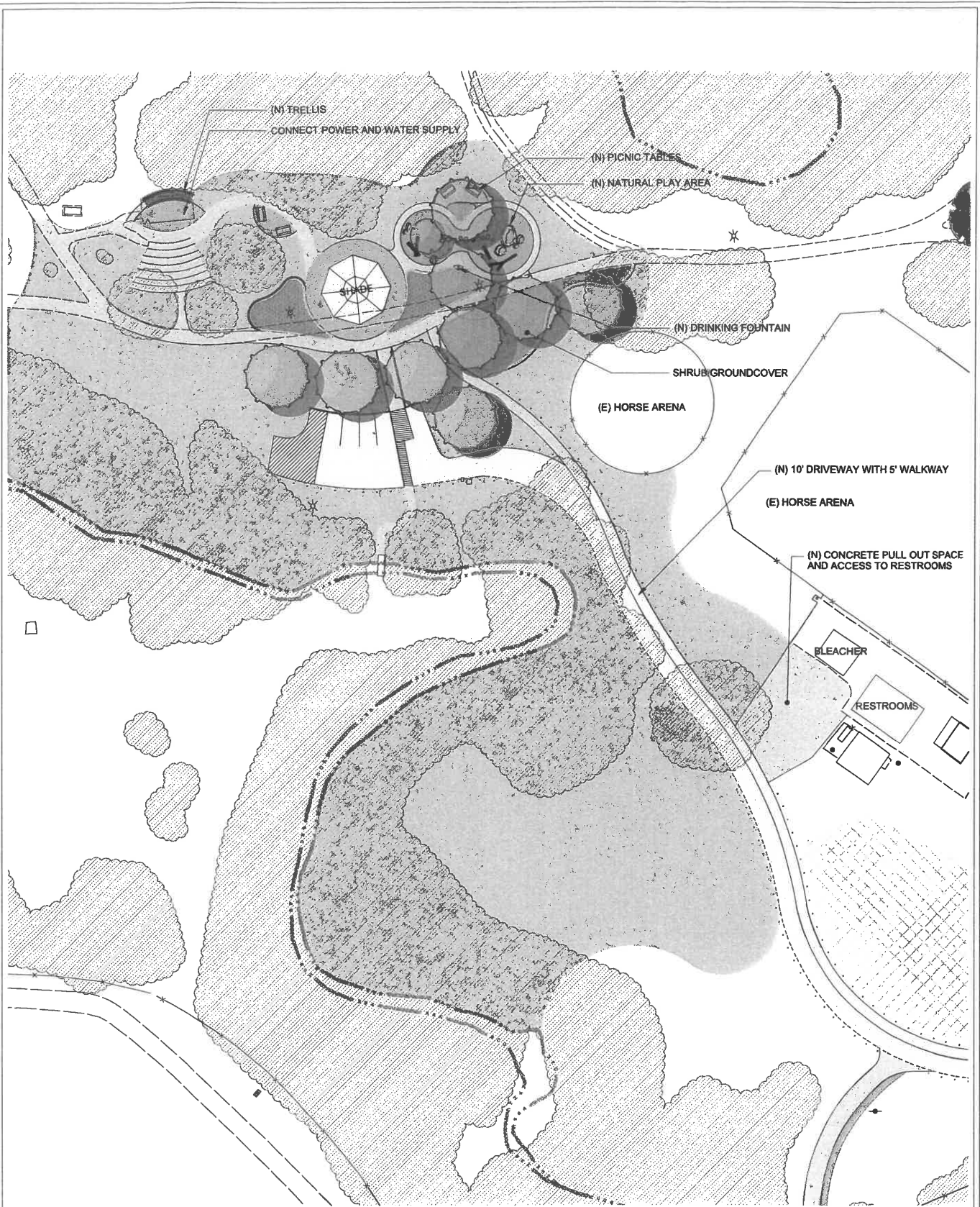
ORANGEVALE COMMUNITY PARK
MASTER PLAN - OAK AND FILBERT ACTIVE REC AREA
 ORANGEVALE RECREATION AND PARK DISTRICT
 ORANGEVALE, CA



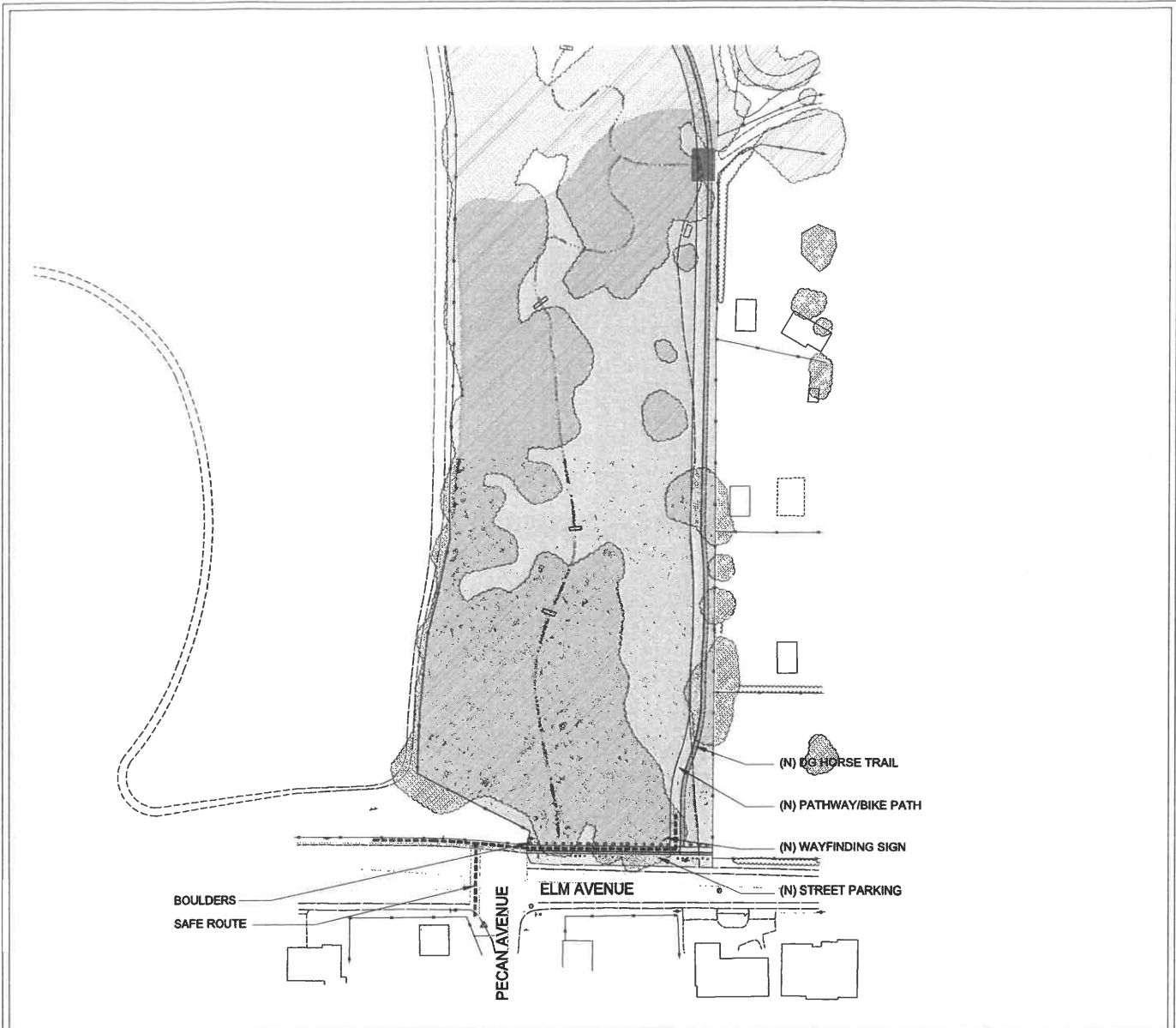


ORANGEVALE COMMUNITY PARK
MASTER PLAN - FILBERT AVENUE NATURE AREA
 ORANGEVALE RECREATION AND PARK DISTRICT
 ORANGEVALE, CA

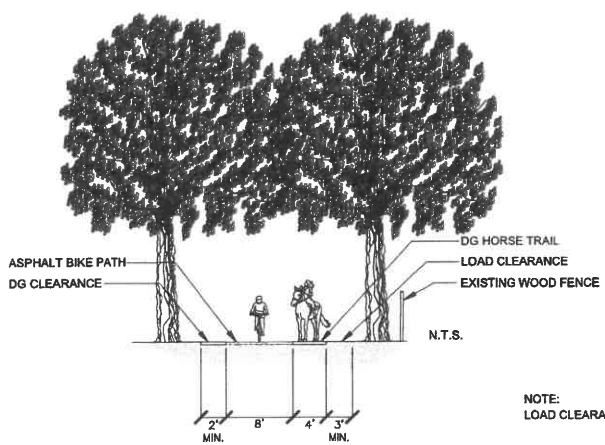




ORANGEVALE COMMUNITY PARK
MASTER PLAN - HORSE ARENA AREA
 ORANGEVALE RECREATION AND PARK DISTRICT
 ORANGEVALE, CA



PATHWAY/HORSE TRAIL DESIGN CONCEPT



NOTE:
 LOAD CLEARANCE: AVOID TREES AND CLEAR PLANTS THAT HAVE PRICKLY SEEDS, THORNS, AND POINTED BRANCHES.
 REMOVE VEGETATION AND/OR OBJECTS THAT ARE TALLER THAN 30".



ORANGEVALE COMMUNITY PARK
MASTER PLAN - ELM AVENUE ENTRANCE
 ORANGEVALE RECREATION AND PARK DISTRICT
 ORANGEVALE, CA



(N) CONCRETE MOWSTRIP
TURF

(N) DRINKING FOUNTAINS
(N) PARKING LOT (18 STALLS)

(N) PARKING LOT (11 STALLS)
(N) TREE
(N) TREE

(N) SHRUBS

HAZEL AVENUE

(E) PARKING LOT



ORANGEVALE COMMUNITY PARK

MASTER PLAN - DISC GOLF PARKING LOT

ORANGEVALE RECREATION AND PARK DISTRICT
ORANGEVALE, CA

