

ARDEN MANOR RECREATION AND PARK DISTRICT

A Special District Formed In 1953

Christine Arden – Chairperson
Lauri DeFazio – Vice Chair
Darcy Skala – Secretary
Mike Grace - Director
Warren Harding – Director



Maria Boland – District Manager
Michael Cottonwood – Maint. Supervisor

REGULAR MEETING MINUTES

1415 Rushden Drive, Sacramento, CA 95864
Thursday, July 15, 2021, 6:30pm

TELE-CONFERENCE CALL from remote locations

The Board will be attending this meeting via Zoom: Email maria@amrpd.org for a conference invitation.

VISION STATEMENT

Arden Manor Recreation and Park District, in partnership with the community, contributes to a high quality of life for residents of all ages in a safe, clean, healthy environment. Residents participate in programs that promote and enrich individual, family, and cultural harmony and prosperity.

1. **CALL MEETING TO ORDER**
 - A. Pledge of Allegiance
 - B. Roll Call: Present – Arden, Grace, Harding, Skala Absent - DeFazio
2. **AGENDA APPROVAL, ADDITIONS AND / OR DELETIONS**
3. **PRESENTATIONS – None**
4. **District Manager Report**
 - A. Maintenance, Recreation, Admin. update
 - a. See report.
5. **Guest – None**
6. **PUBLIC COMENTS:** Under Government Code Section 54954.3 members of the public may address the Board on non-agenda items. Speakers may address Board on any agenda item during consideration of the item. Speakers are limited to three (3) minutes for their comments.
7. **Committee Reports**
 - A. **Budget Committee** – Did not meet, nothing to report.

- B. Parks Committee – Park committee met at each park in June. There were 2 community members at Deterding, 8 community members at Crabtree and 5 community members at Jonas. Boland has the contact list and will share it with the park committee board members.
The community members appreciated the opportunity to be heard. Some of the biggest issues were the irrigation at both Crabtree and Jonas. The community really wants to see nice turf in our parks. Community members at Crabtree and Jonas mentioned that they would like to see a dog park.
Grace mentioned that the District should prioritize the list of ideas given and the more the public is involved the more buy in we will get. Eventually we will need to go out for a bond or assessment and we will be more successful in passing with public support.
- C. Personnel Committee – The personnel committee met to discuss a new policy that should have been added a year ago.
- D. Sacramento Park Foundation – a check of \$350,000 was received and are trying to use it as security for a short term account and catch up on passed due bills. Once passed due bills are taken care of we can take care of current bills. Kiwanis wants to help with the project.

8. CONSENT CALENDAR

- A. Approval of Minutes
June 17, 2021
- B. Financial Reports
 - 1. Reports on Revenues and Expenditures (June).
 - 2. Claims Submitted for Payment (June).
 - 3. Employee Benefit Report (June).
- C. **RECOMMENDED ACTION: Approve the Consent Calendar as presented.**
 - a. Grace asks for clarification regarding a charge to Signs Now and if they were for the new park signs. Boland mentioned that the signs will be put up ASAP. Grace also asked for clarification on a charge from the Lifeguard store. Boland replied that it was the yearly supplies for Aquatics including gloves, masks, whistles, etc.
 - b. Skala motioned to approve the consent calendar. Grace 2nd. Unanimously Approved.

9. CORRESPONDANCE

- A. FEC Park Police – See Report

10. OLD BUSINESS

- A. None

11. REGULAR CALENDAR

- A. Subject: Board selection and approval of a new community member to serve on the Sacramento Park Foundation Board.
 - a. Community member Alma Torres is interested in serving on the SPF Committee (see attached bio). Grace and Harding were impressed with her. Harding motion to approve Alma Torres. Skala 2nd. Unanimously Approved.
- B. Subject: Amend the District’s Policy and Procedure Manual
 - a. The Board will review and approve the addition of the new policy regarding; ALL Requests for Information, research, and Materials from the District Manager by the AMPRD Board of Directors.

- b. Companion piece to go with the policy for getting materials from the DM for the public. Grace mentions that the policy should be more general, Title should be “Request for information research and other materials from AMRPD Board of Directors.” The District manager should at least acknowledge the Board that a request has been made and then have 72 hours to get information together. It is bad practice to not acknowledge.

Grace motions to approve the policy as amended. Harding 2nd. Unanimously Approved

REQUESTS FOR INFORMATION FROM THE AMRPD BOARD OF DIRECTORS

Requests for information from AMRPD Board of Directors must be made at least 72 hours before needed, to allow staff sufficient time to respond.

C. Subject: Budget Workshop

- a. Review, Discuss, and give direction for the 2021-2022 FY Budget.
- b. Reviewed items that need to be addressed for safety concerns.
 - i. Pool Drain covers – must be changed
 - ii. Fill material for play structures – Grace asked why it was so costly. Boland replied that the District would be switching from rubber fill to engineered wood fiber. Grace is very concerned about the safety for our children playing in the parks if the District goes back to wood fiber. It also takes more time and money to keep wood fiber and you will need to have at least 12” of material at all times for it to be safe. Arden mentioned that parents complained about the smell of the rubber fill material. Grace is concerned with the time it will take for staff to rake the wood materials. Grace asks to call CAPRI and ask for their opinion. Will need to revisit the fill material the District would like to put in the parks.
 - iii. Deterding Activity Building and Community Center building roof – the District needs to have both buildings roofs removed and replaced and also address any dry rot. Staff is working on obtaining bids.
 - iv. Concrete Cutting – District staff is working on obtaining bids to take care of all raised concrete in all three parks.
 - v. Crabtree irrigation – Staff is working on obtaining a bid for fixing the outer scape and to determine if a booster pump is needed. Grace mentioned that it would be great to get another seasonal staff member to free up Cottonwood’s time to be able to address problems. Grace mentioned that the outer perimeter of Crabtree was meant to be mulch.
 - vi. Grace asked to update the revenue by adjusting Property Taxes by 4% and other revenues to be updated for the final budget.

The Board gives permission to use monies from the General Reserve to cover the cost of the projects that were discussed.

The Budget committee will be meeting again before the next board meeting.

12. COMMENTS BY BOARD OF DIRECTORS

- A. Grace and Harding asked to have paper copies of the Board Packet to be delivered before the meetings.

13. AGENDA ITEMS FOR NEXT MEETING

- A. Discuss what fill material the District wants to use in the parks playgrounds

B. Discuss the plan for returning to in person Board Meetings

14. CLOSED SESSION

The Board may hold a closed session on any subject matter authorized under the State Law Gov't Code § 54957(b) including but not limited to pending litigation, property acquisition negotiations, and personnel matters.

15. ADJOURNED @ 8:33 PM

16. SIGN ALL APPROVED DOCUMENTS

AMERICANS WITH DISABILITIES ACT ACCOMODATIONS – If you are a person with a disability and you need a disability-related modification or accommodation to participate in this meeting, then please contact Maria Boland at (916) 487-7851 or fax (916) 487-2028. Requests must be made as early as possible, and at least three-full business days before the start of the meeting.