

ARDEN MANOR RECREATION AND PARK DISTRICT

A Special District Formed In 1953

Christine Arden –Board Chair
Lauri DeFazio - Vice Chair
Lisa Gibson - Secretary
Warren Harding – Director
John Montes – Director



Maria Boland –District Manager

REGULAR MEETING MINUTES

1415 Rushden Drive, Sacramento, CA 95864

Thursday, October 18, 2018, 6:30pm

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: 6:30**
 - A. Roll Call: DeFazio, Gibson, Harding present. Arden, Montes absent
2. **AGENDA APPROVAL, ADDITIONA AND/OR DELETIONS:** Add RFI for split rail to agenda
3. **PRESENTATION – NONE**
4. **DISTRICT MANAGER REPORT**
 - A. Report given. See package for whole report.
5. **GUEST:** None
6. **PUBLIC COMMENTS:**
 - A. Visitors: Joel Eleckman, Trena Harding, Ted DeFazio, Ann Kohl Skala, Jackie Costa, Mary Mesmer, Erik Hall, Sharon Marks, Patricia Cook, Ann Kohl
 - I. Ann Kohl: Wants getting help on contract to be added to next meeting.

- II. Discussed homelessness and what can do. Ann Kohl talked about Laura's Law and identified she would send information to M. Boland and AMRPD board. Ms. Kohl suggested board support the law to the county.

7. **COMMITTEE REPORTS:**

- A. Crabtree Park Committee: Now have 5 volunteers, so W. Harding will set up a meeting.
- B. Deterding Park Committee: No updates, neither AMRPD board member was present.
- C. Jonas Larkspur Park Committee: Discussed split rail. River City Soccer may be able to do the work, although M. Boland has not heard back from representative. Mulching has been done on 21 trees.
- J. Eleckman commented on pond and identified the weeds should be removed by renting a rototiller, breaking up the soil and re-compacting the soil. L. Gibson identified vegetation would still grow back, although may not be as dense or same type. Directors identified no proposal had been submitted for Board decision. W. Harding identified he has been waiting on discussion between committee members before developing a proposal to submit to the board.

8. **CONSENT CALENDAR:**

- A. Approval of minutes for September 20, 2018 meeting
- B. Financial Reports: L. DeFazio identified error in new budget spreadsheet. 20257100 in new budget spreadsheet needs to be fixed. A. Kohl asked when we get money from County.
- C. **RECOMMENDED ACTION: Approve the Consent Calendar as presented:** Gibson motion to adopt with identified changes; DeFazio 2nd. All approve.

9. **CORRESPONDENCE**

- A. FEC Park police: report provided; M. Boland identified FEC was busy this month.

10. **OLD BUSINESS**

- A. None

11. **REGULAR CALENDAR**

- A. Subject: Discuss and approve River City Youth Soccer League's request to place a storage shed for equipment at Jonas Larkspur Park: M. Boland identified River City would like to place a storage shed. Would need to be in enclosed space and they would need to sign an agreement so AMRPD is not liable for any damage. Board informed M. Boland she could proceed, provided she agrees with size and it is located in enclosed area.
- B. Discuss Request for Information (RFI) on split rail fence at Jonas Larkspur Park: Board directed M. Boland to put out RFI with changes identified by L. DeFazio. May need a special meeting if proposals are submitted. RFI will have a deadline for the end of October, with sit visit scheduled for those interested a couple of days later.
- C. Subject: Review, discuss, and adopt proposed changes to benefits policy effective November 5, 2018: Discussed changes to benefits, including changes to District Manual to specifically identify stipend for when employees decline group insurance, that employees may add dependents at their own expense. Gibson move to approve proposed changes; DeFazio 2nd; All approve.
- D. Subject: Review, discuss, and adopt proposed changes to internet, email, and electronics communication ethics, usage, and security policy effective November 5, 2018: Discussed proposed changes. M. Boland identified past issues with being able to access important information when employees on approved leave. Gibson motion to accept with changes identified in Section 9005 (Employees must not share passwords, except with District Manager), DeFazio 2nd; All approve.

12. **COMMENTS BY BOARD OF DIRECTORS:**

A. None

13. AGENDA ITEMS FOR NEXT MEETING

- A. Presentation and review draft social media policy
- B. RFI for split-rail fencing at Jonas Larkspur update
- C. Getting help on contracts and Lauras' Law

14. CLOSED SESSION: A closed session was held for personnel matter – no decisions made

15. ADJOURNMENT: Meeting adjourned at 9:03