

ARDEN MANOR RECREATION AND PARK DISTRICT

A Special District Formed In 1953

Anna Sutton –Board Chair
John Montes - Vice Chair
Lisa Gibson - Secretary
Warren Harding – Director
Marcia Tedder – Director



Vacant – District Manager
Maria Boland – Recreation Sup.

REGULAR MEETING Minutes

1415 Rushden Drive, Sacramento, CA 95864

Thursday, April 20, 2017, 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

A. Roll Call: Gibson, Harding, Montes, Sutton present. Tedder Absent

2. **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.

A. Lois Kerr: Has questions about funding. Is frustrated about things that need to be done at Jonas park

B. John Hilsky: would like to sponsor two movie in the park events. 1 in July and 1 in August

3. AGENDA APPROVAL , ADDITIONS AND / OR DELETIONS

A. A. Sutton: Move item H to item E

4. PRESENTATIONS – None

5. CONSENT CALENDAR

A. Consent Calendar: W. Harding motion to accept with changes to February 16, 2017/April 3, 2017 meeting notes, J. Montes second. All approve

6. CORRESPONDANCE

- B. Capri Ratings Questionnaire: AMRPD will be submitting questionnaire late. A. Sutton will work with Gorana to complete.

7. REGULAR CALENDAR

- A. Subject: Board consideration of staff proposal or other method to fill vacant District Manager position. Board to consider interim District Manager.
- W. Harding suggests to hire Maria Boland as interim District Manager for 6-12 month term if willing and to move Justin from part time to permanent part time. J. Montes motions, L. Gibson seconds. All approve
- B. Subject: Board to consider EAP benefit for permanent staff.
- L. Gibson motion to implement AEP benefit for permanent staff, W. Harding second. All approve
- C. Subject: Scholarship application
- W. Harding move to give \$150 scholarship, L. Gibson second. All approve
- D. Clarification for staff regarding elements contained in the personnel manual (District Manual)
- Table job description discussions and sick/annual leave maximum hours for May meeting and add to Consent Calendar for May
- E. Subject: Board approval of Swim Team credits.
- J. Montes motions that if it is not against the CA constitution to offer swim team credits for volunteers, that the discount is approved, L. Gibson seconds. All approve
- F. Subject: Preliminary Budget
- Preliminary budget being prepared. No action by the board
- G. Subject: Update on the pool restoration project
- Update provided. No action by the board.
- H. Subject: Update to District billing changes
- Discuss background check fee increase from Sherriff Department. No information on if Federal fees will increase
 - Discuss expected update to County payroll software
 - Staff notified that Adobe E-sign software is an annual fee that was being billed to previous District Manager. District will pay the bill for the software for 2017 and investigate on other methods for e-signatures for next year

8. District Manager Report

- A. Board submit Form 700 to County Clerk.
- A. Sutton identified that B. Jeffries should have had an exit form completed

9. COMMENTS BY BOARD OF DIRECTORS: None

10. CLOSED SESSION: A closed session was held